

VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS

OPERATING BUDGET 2020

Beginning January 1, 2020

ADOPTED



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

VILLAGE OF ARLINGTON HEIGHTS

OPERATING BUDGET 2020

Beginning January 1, 2020

ADOPTED

VILLAGE BOARD

Thomas W. Hayes, Village President

Richard Baldino, Trustee
Mary Beth Canty, Trustee
Robin La Bedz, Trustee
Greg Padovani, Trustee

Bert Rosenberg, Trustee
John Scaletta, Trustee
Thomas F. Schwingbeck Jr., Trustee
Jim Tinaglia, Trustee

VILLAGE MANAGER

Randall R. Recklaus

FINANCE DIRECTOR/TREASURER

Thomas F. Kuehne

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VILLAGE ADMINISTRATION

Central Administration

Village Manager	Randall R. Recklaus
Assistant Village Manager	Diana Mikula
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	Nicholas Pecora
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

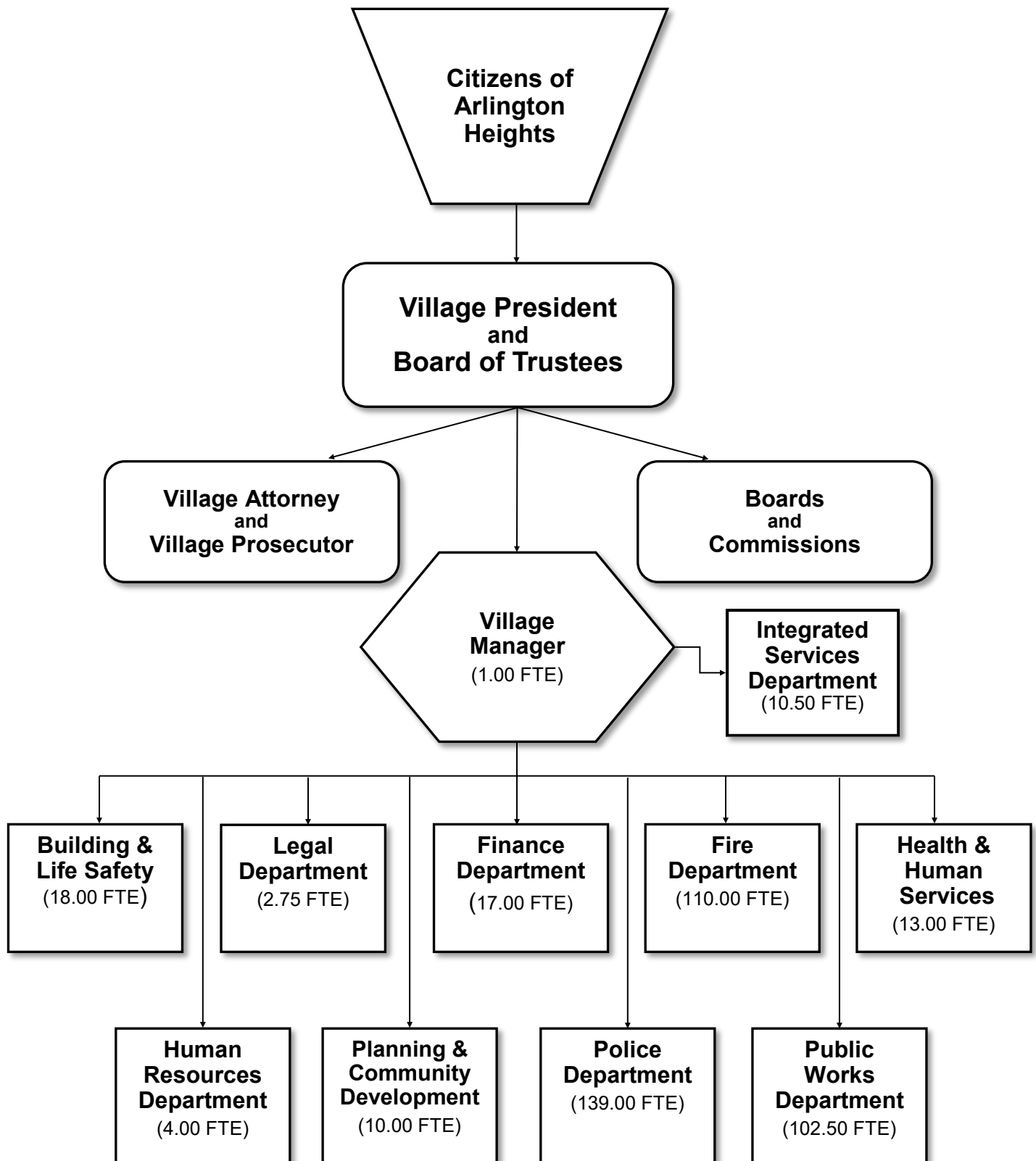
Budget Preparation

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

VILLAGE OF ARLINGTON HEIGHTS

(427.75 FTE)

ORGANIZATION STRUCTURE



2020-2021 Strategic Priorities

These priorities and sub-priorities reflect the views of the Village Board identified at the July 9, 2019 Village Board goal setting session.

1. Identify, Explore, and Enhance Revenue Sources While Monitoring Taxes
 - a. Identify potential new revenues not currently being utilized by the Village to offset State of Illinois actions and reduce the need for future property tax increases
 - b. Find ways to grow current revenues by facilitating additional activity in growth sectors of the economy
2. Review and Update the Village Affordable Housing Strategy and Regulations
 - a. Develop a clear policy and plan for affordable housing in the Village
 - b. Create educational materials for the public and development community on Affordable Housing
 - c. Communicate how housing funds will be utilized
3. Continue Improving Building and Life Safety Processes and Customer Service
 - a. Identify specific opportunities for process and communications improvement
 - b. Identify strategies to support the further enhancement of the Building and Life Safety Department's capabilities
4. Increase Efficiencies Throughout Village Processes and Procedures
 - a. Evaluate service provision for efficiencies
 - b. Eliminate redundant or ineffective procedures to ensure staff time is spent on adding value and productive endeavors
5. Enhance Business Development Efforts
 - a. Increase marketing and recruiting of businesses
 - b. Encourage experiential businesses to develop in the Village
 - c. Address development opportunities throughout the Village, particularly in the Southtown and Uptown areas
 - d. Improve Village gateways
 - e. Evaluate a Southtown entertainment district
6. Explore New Sustainability Initiatives
 - a. Explore an electric vehicle charger policy/program for public and private locations
 - b. Improve walkability for pedestrians
 - c. Enhance bike friendly initiatives
 - d. Evaluate recycling challenges
7. Continue Infrastructure Improvement Efforts
 - a. Evaluate infrastructure to ensure proper investments are being made
8. Review Impact of Changes to Cannabis Laws
9. Find New Ways to Embrace Diversity Within the Community and the Village Government



Village of Arlington Heights

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

October 25, 2019

Dear President Hayes and Trustees:

I am hereby transmitting the Budget for calendar year 2020.

This budget reflects the dynamic economic times we live in, while continuing to maintain and improve the Village's infrastructure. During 2020, we will also work toward extending the Village's efforts to modernize a number of our processes, in order to meet the service needs of our community.

Overview of 2020 Budget Plan

The 2020 Budget maintains our existing day to day operations, which provide for a full range of general government services. During the past year, Staff continued to work on the Village's 2018-2019 Business Plan which is based on the Village Board's biennial goal setting process. Among the efforts completed this year are: various improvements to our permit review processes, the implementation of new e-commerce initiatives including a new parking app, the development of a draft affordable housing policy, and successful marketing of the Village's south corridor plan, with several properties now under contract. The Business Plan also called for the completion of various infrastructure projects in 2019 including the occupation of the new Police Station, the construction of the Cypress Detention Basin, the Completion of Downtown Sewer Improvements, and implementation of parking improvements to the Downtown parking garage.

In June 2019 the Village Board developed the Village's Strategic Priorities for 2020-2021. These priorities were used to create the 2020-2021 Business Plan which is used to guide the development of the budget over the next two years. One of the key projects the Village will be undertaking, is the purchase and implementation of a new Enterprise Resource Planning (ERP) software system. This software will include the base internal service activities such as accounting, budgeting, payroll, purchasing, and cash receipts. It will also provide centralized capabilities for Human Resources, Building and Planning approval processes, and coordination with the Village's website. The Village's current ERP system was installed in 1996. Although it has been updated over the years, newer software providers offer much more proven capabilities that the Village needs in order to offer the efficiency and online services that are now expected by our residents. In late 2019, the Village hired an ERP consultant to help analyze the Village's digital needs, to develop an ERP software request for proposal, and to help manage the implementation of the new software.

Some of the other Business Plan projects that will be undertaken during 2020 include a tax base expansion strategy, further Building and Life Safety process improvements, a review of the solid waste contract, the implementation of a water main and capital project bond financing plan, a Village-wide diversity recruitment initiative, a review of potential updates to the Senior Center facility, and numerous other projects.

In June 2018 the Village Board approved a detailed five-year Capital Improvement Plan (CIP). This plan is completed on a biennial basis with special emphasis on the first two years of the plan. The second year of the CIP as amended, has been incorporated into the 2020 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 2020 Budget include the following:

- A street resurfacing and street rehabilitation program totaling over \$9.1 million in 2020. The CIP shows that this program commitment will grow by about \$100,000 per year.
- The third year of a multi-year plan to implement storm water control projects throughout the Village. In 2018 the Village sold a \$10 million bond issue to fund these projects. In addition, the Metropolitan Water Reclamation District (MWRD) approved a \$1.8 million grant for the Downtown area's Campbell/Sigwalt sewer project, which will allow the Village to complete additional storm water control projects over the next five years. The 2020 Budget includes \$6.6 million in storm water control projects for the coming year.
- Year four 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.
- A five-year plan to provide sustainable funding for the Village's Water and Sewer Fund. During late 2020, the Village will have an opportunity to manage its debt service level due to the maturity of some debt in 2021. \$8.5 million of an overall \$14 million 2020 bond issue be used in the Water and Sewer Fund to allow the Village to reach the recommended 1%, or \$4.5 million annual water main replacement schedule starting in 2020. This has been a long time goal of the Village, and over time should help reduce the Village's high number of water main breaks. The remainder of the bond issue will be used for other capital needs.

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 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 2020 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.

2019 Property Tax Levy Payable in 2020

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. **The total 2019 property tax levy collected in 2020 reflects a 0% increase over the prior year levy.** This levy was initially looking to be challenging, as there were upward pressures on the levy due to the Illinois Municipal Retirement Fund's (IMRF's) change in its assumed rate of return from 7.5% to 7.25%. In addition, the IMRF, Police and Fire Pension Fund's all experienced investment losses due to the steep market decline in December 2018. To help offset these upward pressures, the Village took the following actions to reduce the effects of the investment losses. In addition, some of the Village's key operating revenues and expenditures out-performed budget projections.

1. The Village paid down a portion of the unfunded liabilities in the Police and Fire pension funds by transferring \$1.5 million to each of these funds using 2018 General Fund surplus monies. Per the Village's actuary, this reduced the projected property tax increase in each of these funds by about 3%, or a combined \$288,000 per year between now and 2040.
2. In September 2019 the Village refunded bonds carrying an interest rate of 4% replacing them with bonds paying an average of 1.35%. The debt service savings from this refunding will be \$1.2 million over the next seven years.
3. The enhanced vehicle sticker enforcement program is generating an additional \$200,000 per year.
4. The Northwest Central Dispatch charges to the Village decreased by \$217,000 due to a reduction in member contributions enabled by an increase in the State of Illinois' 911 surcharge allocation to dispatch centers.
5. Local use and income tax receipts, as well as increases in building permits and interest on investments have all out-performed the budget by a combined \$1.3 million. These increases have been included in the revenue base for 2020.
6. Health insurance costs for 2020 increased by a combined 3.5% rather than the assumed increase of 8%, for a savings of about \$420,000. This improvement was due to better claims experience and some savings due to the new retiree carve-out program, where retirees now have the option of joining a separate, but comparable health plan.
7. Targeted reductions were made in expenditures in certain operational areas over the past two years.

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 2020. There is a significant increase in the IMRF levy for 2020 due to decreases in IMRF's actuarial assumed rate of return. 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 1.97% 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 the abovementioned changes has resulted in a 2019 Village property tax levy that is equal to last year's extended levy. The total 2019 property tax levy including the Library's levy increases by 0% and is summarized below:

	Extended 2018 Levy	2019 Levy For 2020	Dollar Change	% Change
Village				
Debt Service	\$ 6,953,207	\$ 6,690,350	\$ -262,857	-3.78%
Police Pension	\$ 4,057,170	\$ 4,209,000	\$ 151,830	3.74%
Fire Pension	\$ 5,002,530	\$ 5,130,000	\$ 127,470	2.55%
Capital Improvement	\$ 5,454,000	\$ 5,500,000	\$ 46,000	.84%
FICA	\$ 1,441,270	\$ 1,479,997	\$ 38,727	2.69%
IMRF	\$ 1,400,870	\$ 1,819,000	\$ 418,130	29.85%
Police Protection	\$ 6,307,450	\$ 6,047,800	\$ -259,650	-4.12%
Fire Protection	\$ 6,307,450	\$ 6,047,800	\$ -259,650	-4.12%
Total Estimated Village Levy	\$36,923,947	\$36,923,947	\$ 0	0%
Library	\$14,391,649	\$14,391,649	\$ 0	0%
Grand Total Tax Levy	\$51,315,596	\$51,315,596	\$ 0	0%

Budget Summary – All Funds

The budget is comprised of operating, capital, internal service and other miscellaneous funds. The Village's operating funds account for the day-to-day expenditures for a variety of services. Among these are police and fire protection, water and sewer services, public parking, building, code review, planning, health, general services, public infrastructure maintenance and many other services. These basic Village services are funded through user fees, taxes, licenses, permits and other charges. The total amount budgeted for the Village's capital needs can vary from year to year depending on the timing and implementation of replacement and construction schedules. Capital expenditures are funded through bond issues, user fees, designated taxes and the budgeted use of accumulated savings.

The total expenditures for all operating, capital and other funds for 2020, not including the Arlington Heights Memorial Library, comes to \$177,184,200, a decrease of 9.7% or about \$19 million. This decrease is primarily attributable to the following debt service and capital expenditure areas:

- Last year's 2019 Debt Service Fund included an additional \$9.5 million to account for the issuance of the 2019 refunding bonds, and payment to the escrow agent to pay off the old bonds.
- The 2019 Public Building Fund budget included nearly \$4.1 million in expenses, including \$3.3 million in final costs for the construction of the new Police Station and an \$800,000 transfer to the Capital Projects Fund. Only \$560,000 is budgeted in the 2020 Public Building Fund for Police Station contingency costs and a Senior Center Building Study.
- Other 2020 capital funds that show a decrease when compared to the 2019 Budget, include \$2.9 million less in the Capital Projects Fund due to the completion of various projects, and \$2.6 million less in the Storm Water Control Fund due to the expected completion of the Cypress Detention Basin.

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 about 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. The 2020 total payroll cost is projected to increase 2.74% over the prior year's wage base, including all step increases and other wage adjustments in all departments. Over the next few years the Village will be challenged with the need to find and hire top level talent, as 30% of our current employees will be eligible to retire in 2020 and 41% will be eligible in 2021. Forty-one full-time positions (including promotions) have been filled in the organization in 2019 to date, 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.

For the first time in a number of years, a small increase in staff is included in the 2020 Budget. The Building & Life Safety Department includes moving a part-time Permit Technician position to full-time status to enhance customer service and permit processing capabilities at the front desk. Over \$50,000 in additional funding for this Department has also been included for contractual support and plan review outsourcing. This outsourcing will supplement our full-time staff for reviews of large projects and minimize service disruptions due to vacations and peak work periods. There will also be additional outsourcing for fire plan reviews which will allow the Village's Fire Inspectors more time to perform scheduled periodic fire inspections.

The Integrated Services Department's (ISD's) 2020 Budget includes funding for a new IT Systems Analyst position. This new position will help ISD meet existing challenges, and manage the large number of new technology process improvement efforts currently underway in many departments. The position will also assist with the increase in the number of IT help calls, and will keep our expanding system updated. This will allow the IT Manager to expand his focus toward automation and village-wide technology improvements, including the new ERP system. As the Village moves toward technologically viable and innovative projects, the ISD needs to be in a position to fully support and guide these initiatives. An additional \$28,000 in IT contractual services will also be spent in order to perform network vulnerability and network penetration testing. The purpose of the assessment testing is to analyze the Village network environment for any weak points, and to uncover hidden cyber risks in order to reduce our exposure to cyber threats.

Employee benefit coverage is an essential part of both attaining and retaining great employees. To be conservative the Village's long-term projections typically assume an increase in health insurance costs of 8% per year. In 2019, the Village implemented a retiree carve-out plan for retirees age 65 and older as part of continuing efforts to control medical and prescription drug costs. Retirees and their dependents who are 65 or older and Medicare eligible, are no longer included in the Village's medical and prescription plan. Eligible retirees can now choose to participate in a separate retiree health plan provided through Hartford Insurance, or they can seek out another plan in the health insurance market. Medicare remains the primary payer, and the Hartford plan is the secondary payer. The savings to the Village due to initiating the new retiree health plan will be dependent on actual claim cost. The Village's health insurance broker estimates there will be a cost savings of about \$300,000 in fixed costs, and an additional \$70,000 per year in claim costs.

The blended increase for the Village and Library PPO and HMO medical plans will be 3.5% in 2020. The projected increase for the PPO plan is 2% and the HMO plan is 6.5%. The PPO increase maintains a 2% margin that was built-in to the prior year's base to help offset potential adverse claims experience. The employee PPO rates include this margin.

The balance of this budget message identifies the process that has been followed to prepare this financial plan for 2020, a detailed review of the General Fund, as well as budget narrative on other Village funds. Additional charts and graphs on the budget as a whole and on selected funds can be found in the Financial Summaries section of the budget.

Explanation of the Budget Process

The Village of Arlington Heights operates under the Budget Officer Act as outlined in the Illinois Compiled Statutes. Under this law the Village Board is required to adopt the budget prior to the beginning of the fiscal year to which it applies. The law also provides that the budget shall serve as the Village's annual appropriation ordinance. After the local election process that occurs every two years, each Department Director presents an outline of their Department's services, workload indicators, key accomplishments, and new initiatives to the "new" Village Board. This is followed by the Village Board's biennial goal setting process during June of that year. After the Board's goals and objectives are established, Staff develops a two-year business plan that reflects the Board's stated goals. In even-numbered years, a detailed five-year Capital Improvement Program (CIP) is developed with special emphasis on the first two years of the plan. This reflects the multi-year nature of many of the capital projects that are included in the CIP. During the years when there isn't a detailed CIP being presented to the Board, Staff provides the Board with a summary update showing any changes in estimated costs from the prior year. By 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 proposed spending plans. As the proposed budget is developed, the estimated property tax levy may be increased or decreased depending on budget proposals for the Village Board's review.

During September and October the budget team, consisting of the Village Manager, Assistant Village Manager, Finance Director, Assistant Finance Director, and 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 budgeted expenditures for those funds:

	<u>General Fund</u>	<u>Water & Sewer Fund</u>
Budget Ceiling	\$79,018,500	\$20,431,900
Budget	<u>\$78,436,500</u>	<u>\$23,760,000</u>
Over (Under) Ceiling	\$ (582,000)	\$ 3,328,100

During the department reviews, the budget team and department directors worked to prepare a budget at or below the budget ceilings. The 2020 budget for the General Fund is lower than the budget ceiling established by the Village Board in July 2019. The key reasons for this decrease are lower health insurance costs than assumed, and decreases in legal and building maintenance costs. Should there be unexpected 2020 costs in the latter two areas, such costs can be covered through the use of contingency funds.

The Water & Sewer Fund budget reflects the Village Board's October 2019 review and approval of a five-year funding plan for this fund. The 2020 Budget reflects the Village's long-term goal of replacing 1% of our water mains per year, a multi-year plan to replace the automatic reading system, and the repayment of a \$500,000 prior year loan from the Storm Water Control 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)	23%
- Income Tax	10%

The revenues listed above represent the General Fund's primary growth revenues, which generally pay for annual cost increases. The 2020 Budget for sales tax receipts only shows a slight .2% increase compared to the prior year budget. This is due to the announcement that the Napleton Subaru dealer will be moving to a nearby community at the end of 2019. Income tax receipts show an increase of 9.5% compared to the prior budget year due to a growing state economy and a low unemployment rate. The 2020 Budget assumes an annual growth rate of 2% after the prior year gains were incorporated into the revenue base. The State has also continued to divert 5% of the Village's income tax revenue stream to State coffers. This represents an ongoing diversion of about \$390,000 in Village funds to the State.

Local Use tax receipts are projected to come in 26% higher than the prior year budget, due to last year's ruling by the Supreme Court on the collection of internet sales taxes. Over the last decade there has been downward pressure on sales tax receipts due to the expansion of online retail sales, and the closure of brick and mortar businesses. In 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% divided between local entities based on a formula and population. As a result, the Village's portion of the State Use Tax has increased, but it represents only a portion 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 action has continued to increase the amount that municipalities receive through the allocated portion of the Use Tax.

In addition, as part of the State's most recent fiscal-year budget, large on-line, out-of-state retailers will be required to pay regular State and local sales taxes as of July 1, 2020. This will go a long way to leveling the playing field with brick and mortar establishments. As this unfolds over the succeeding years, the Village will likely see a decline in Use tax receipts, but hopefully a larger increase in regular Sales and Home-Rule Sales tax receipts.

Disruptive technologies continue to significantly alter the way that businesses and entire industries operate. Some innovations are having a direct effect on the Village's revenue base. As noted above, the growth in Local Use tax receipts is a reflection of the ongoing rise of e-commerce. A couple of other General Fund revenue sources are being affected by disruptive technologies. Telecommunications tax receipts continued to decline by \$347,700 from the 2019 Budget to the 2020 Budget, as more residents "cut the cord" to their land lines. It is projected that this revenue source will continue to decrease. Cable Franchise Fees are also projected to decrease by \$100,000 from the 2019 Budget to the 2020 Budget, as more residents are choosing internet streaming services over regular cable or premium channels. Cable Franchise fees are not applied to steaming services like Netflix, Amazon and Hulu.

Some General Fund revenues showing marked increases between the 2019 and 2020 budget years include Building Permits and Interest on Investments. The 2020 projected budget for both of these revenues is increasing by \$200,000 or more each based on the actual experience over the prior three years. Vehicle Sticker revenues are also projected to increase by \$200,000 or 16% from the 2019 budget to the 2020 budget as a result of the Village's enhanced vehicle sticker enforcement program. In an effort to increase compliance with the vehicle sticker purchase requirement, Staff compared the State's motor vehicle database for Arlington Heights against the Village's vehicle sticker database. This resulted in 15,000 mailings for 26,000 vehicles. A number of these mailings resulted in correcting inaccurate data maintained by the State or the Village. However, since the start of the new enhanced enforcement program in March 2019, an additional 7,500 stickers have been sold, which have generated \$210,000 in new vehicle sticker revenue and \$210,000 in additional late fee penalties. Other General Fund revenues have been fairly consistent from year to year.

On the expenditure side, as a service organization, 81% 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 2020 General Fund budget for expenditures increases by 2.1% compared to the prior year. During the internal Department review process, it was determined that the Village Attorney Legal Services expenditure in the Legal Department could be decreased by \$31,000, as an outside attorney is no longer required to attend Village Board Meetings. The Building Maintenance account in the Public Works Department was decreased by \$50,000, and the Overtime – Sworn Court account in the Police Department was decreased by \$54,300, both based on prior year experience. If extraordinary expenditures occur in these budget areas, the Departments could request a budget transfer from the General Fund contingency account. The 2020 Budget also includes expanded budget requests for larger monitors (\$6,000) in the Building Department for electronic plan reviews, Senior Center national accreditation (\$2,700), monies for a fall 2020 radio advertising campaign (\$5,000) in the Planning Department, and an expansion of the Laserfiche document archiving system (\$8,000) to all departments.

The budget includes \$86,300 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, 2018. The Village has had a long-standing partnership with Meet Chicago Northwest, and this will be the first year of a new three year budget agreement with the convention bureau.

Future General Fund Issues:

State of Illinois Budget – Although the State passed a budget for its 2020 fiscal year, its budget is reported to be somewhat unbalanced. For this reason, and due to the State's high unfunded pension and health insurance liability balances, rating agencies have continued to keep the State on their watch lists.

State Gambling Expansion - Slots at Arlington Park Racetrack – During 2019 the State of Illinois approved a bill to expand gambling in Illinois. This bill included a provision allowing slots at horse racing tracks in Illinois, including Arlington Park Racetrack. However, the owner of the track, Churchill Downs has stated that the bill, as currently written, is not financially feasible for them to offer slots and table games due to high gambling taxes and one-time fees. At this point the track has committed to staying open through 2021. The Village will continue to monitor this situation, and will consider future plans with or without the track being operational.

Water & Sewer Fund

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

In October 2019 the Village reviewed and approved a five-year funding plan that will allow the Village to attain its long-term goal of replacing 1% of our water mains each year. The life expectancy of a water main is 100 years, and the average age of the Village's water mains is 65 years. To attain the 1% replacement level, the 2020 Budget shows an increase in the annual water main replacement program from \$2.5 million to \$4.5 million.

Water main breaks are used as an indicator of system condition. According to the American Water Works Association, water utilities should strive for between 25 and 30 water main breaks per 100 miles of water main per year. Over the last five years, the Village is averaging 88 breaks per 100 miles of water main. In an effort to combat the water main breaks, the Village has developed several programs over the years including an aggressive leak detection program and a surge suppressor program. The Village also continues to phase in the installation of variable frequency drives at our booster stations. Although these programs have been successful, they are preventative measures only and aid in extending the life of our water mains. As such, these efforts are not a substitute for needed water main replacement.

Over the years, the Village has worked to maintain a level debt service levy. Due to tax supported general obligation debt maturing in 2021, in late 2020 the Village will have an opportunity to sell \$14 million in bonds without increasing our debt service property tax levy. There will be a variety of capital needs that could be funded with this potential bond issue including water main replacement, public parking lot elevators, building infrastructure improvements, and other capital needs that will be discussed during the 2021-2025 CIP.

As part of the October 2019 Five-Year Water & Sewer Funding Plan, the Village Board approved the recommendation to allocate \$8.5 million of the 2020 bond proceeds toward the water main replacement program. Water & Sewer Funds are typically self-sufficient, which would include the fund paying the debt service on the portion of a bond issue allocated to water infrastructure needs. However, due to the advanced average age of our water main system, and to provide the Village a path to reach the 1% replacement goal sooner rather than later, the principal and interest on this bond issue will be paid through the debt service levy.

Due to the advanced age of the Village's water and sanitary sewer systems, the high number of annual water main breaks, and the need to increase significantly the annual water and sewer infrastructure improvements, over the next five years water and sewer rates will go up by 8.5% in 2020 and 5% in each of the succeeding four years. This represents the most sustainable long-term plan to fund the needed improvements. Reaching this higher level of water main replacement will not automatically decrease the high incidence of the Village's water main breaks. However, when combined with improved leak detection efforts, water meter change-outs, and the installation of surge suppressors, the Village will finally be on a sustainable path to reduce our water loss and the number of water main breaks over time.

It should also be noted that a 2019 water and sewer rate survey shows the average combined rate for area communities is currently \$10.10 per 1,000 gallons. The Village's current combined rate is \$8.04, and after five years, the Village's combined rate will only be slightly above this current average level at \$10.60 per 1,000 gallons by 2024. It could also easily be assumed that the other area communities will increase their water and sewer rates further over the next five years.

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 biennial basis. By communicating through the Village website, citizens are afforded the opportunity to complete a short form describing the type of capital projects they would like the Village to consider in the next five years. The top two capital infrastructure issues identified through the community response process has consistently been for street and storm water control projects. Village staff analyzed the cost and eligibility of all the proposed projects, and the Board subsequently examined the requests along with staff recommendations. Certain capital projects are considered only if the persons and property owners are agreeable to special assessment or special service area financing. In other cases projects are included in the CIP since they would benefit the community as a whole. In June 2018, the Village Board reviewed the detailed capital improvement program and approved the five-year Capital Improvement Plan for 2019 - 2023. The next biennial CIP process will be undertaken in 2020.

The capital projects outlined in the CIP are budgeted in a variety of Village funds, depending on the source of revenue. The second year of the multi-year capital plan has been incorporated into the 2020 Budget. The "CIP/Debt Service" section of the budget shows a summary of the entire five-year

capital spending and funding plan. The key 2020 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 2020 Budget, there is a \$750,000 budget place holder and \$160,000 budgeted for a Green Corridor Beautification project shown in TIF IV. In TIF V, \$332,000 is budgeted for the Rand Road Corridor Identification project. The Hickory/Kensington TIF includes \$800,000 for the construction of public infrastructure associated with the development of a new apartment building. There are no other large capital projects currently scheduled for the TIF Districts during the 2020 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 included funds for an infrastructure lobbyist. The Village recently contracted with Eligo Energy for a new Green Aggregation Program. This program will provide a civic contribution of \$175,000. Staff is developing a list of "green projects" for funding in 2020 and 2021 using those funds. Currently the only program identified for funding is a pilot program for electric car charging stations in the Vail Garage. Last spring the State of Illinois approved a Rebuild Illinois capital plan, and the Village was successful in receiving grant funding for \$3.4 Million worth of Village projects within the Plan. The exact timing of the grant funds is currently yet to be determined so it is possible that some projects currently in our budget contemplated for 2020 may be moved up or back based on the need to move our Rebuild Illinois projects forward sooner.

The 2020 street program includes the following expenditures:

Street Program (\$6,157,200 – Capital Projects Fund) – This is an ongoing program to resurface or rehabilitate existing deteriorated street pavement and curbs.

Street Rehabilitation Program (\$2,400,000 – MFT Fund) – This is an ongoing street rehabilitation program consisting of the reconstruction of significantly deteriorated street pavement, curbs, and concrete panels. The 2020 Budget for this program is \$600,000 higher than prior year budgets due to the recent increase in the State's gas tax which was part of the new State capital plan. Beginning July 1, 2019 the Motor Fuel Tax law was amended to impose a tax rate increase from 19 cents to 38 cents per gallon on motor fuel which will be adjusted annually, if any, on July 1st of each year based on the Consumer Price Index.

Some of the other major projects included in the 2020 Capital Projects Fund budget are:

Sidewalk & Curb Replacement (\$395,000) and Paver Brick Maintenance (\$412,000) – 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 paver brick areas have not seen significant work since they were installed a number of years ago.

Downtown Streetscape Improvements (\$200,000) – The final year of a multi-year plan to restripe Evergreen to provide additional parking, and to enhance the Downtown pedestrian environment and safety by creating mid-block crosswalks.

Rand Road Corridor Identification Enhancement (\$230,000) – 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.

Storm Water Control Fund – In 2018 the Village sold a \$10 million bond issue to pay for a number of storm water infrastructure projects over the next five years. The principal and interest on these bonds is being covered by storm water utility fees that were implemented in late 2017. In addition to this revenue source, the Village continues to actively seek out grant funding opportunities. The Village was fortunate to have been selected for grant funding assistance from the Metropolitan Water Reclamation District of Greater Chicago (MWRD). This grant will cover \$1.8 million of the \$3.8 million Downtown sewer project (Area 4 – Street Ponding Campbell/Sigwalt). This project, scheduled to be completed during 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. Like the Capital Projects Fund, the timing and priority of the currently contemplated Storm Water Control Fund projects may be impacted by the sudden availability of Rebuild Illinois Grant dollars. The 2020 Budget includes the following significant flood control projects:

Backyard Drainage Improvements (\$500,000) – This program budget provides funds for public drainage improvements allowing new or improved access for residents to Village storm sewers. The program only covers work on public right-of-way, or within public utility and drainage easements. Any connections or work on private property not within public easements, is the responsibility of the property owner. The 2020 Backyard Drainage Improvement project will focus on installing storm sewers on Evergreen Avenue and Maude Avenue. The following year's 2021 project will include the installation of a storm water detention basin and storm sewers on Hawthorne Street west of Forrest Avenue. The 2021 work will include some ditch re-grading for some sections of Forrest Avenue.

Storm Water Rehabilitation/Replacement Program (\$500,000) - The budget includes the fifth 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 2019, there have been 231 rebates paid (including 35 from the enhanced program) to single-family homeowners for a total cost to date of \$1.6 million.

Area D - Greenbrier/Roanoke/Wilke (\$3,100,000) - This includes storm sewer improvements, street reconstruction, water main replacement, sidewalk and curb restoration, and landscaping restoration within the Greenbrier Subdivision. The storm sewer system will provide relief to low lying areas along portions of Roanoke Drive, Concord Drive, and Lexington Drive, and will discharge to the existing detention basin west of Verde Drive. The existing detention basin will be enlarged utilizing existing vacant land adjacent to the basin.

Area C/NW – Burr Oak/Burning Tree (\$1,637,000) and Area C/SE - Hintz Road west of Arlington Heights Road (\$648,000) – This project includes storm sewer improvements, street reconstruction, water main replacement, sidewalk and curb restoration, and landscaping restoration at two separate locations in the Berkley Square Subdivision. The first location is the northwest area of the subdivision and will include the installation of new storm sewer that diverts floodwater to a storage basin on the western side of Raven Park. The second location is in the southeast area of the subdivision, and improvements include the installation of a new upsized storm sewer line. This project has been identified as a recipient of an Illinois Department of Commerce and Economic Opportunity (DCEO) grant in the amount of \$1,000,000.

Workers Compensation Fund - The 2020 Budget continues to reflect an annual deficit in this fund due to higher than normal claims payout experience. Village Staff will be meeting with representatives from the Intergovernmental Risk Management Agency (IRMA), to review claims experience and our workers compensation policies and procedures, to determine what, if any adjustments can be made. The Village is a member of IRMA, an intergovernmental insurance cooperative for municipalities and other government agencies. The Village carries a self-insured retention of \$100,000 per claim before IRMA's insurance coverage applies.

In addition to working with IRMA, the Village plans on increasing its internal service charges to the Village's operating funds by 5% per year for the next three years. Prior to this, the Workers Comp internal service charge has increased by about 2% per year. The combination of these revenue adjustments and any reduction in claims experience, should bring this fund back into balance over the next couple of years.

Acknowledgements

The 2020 Budget continues the Village's commitment to its ongoing capital improvement program and the provision of quality municipal services. I would like to thank the entire staff and especially the budget team consisting of Tom Kuehne, Mary Ellen Juarez, Kevin Baumgartner, and Diana Mikula for their efforts. Thanks as well to the Village Board for its ongoing support during the budget cycle and throughout the year.

Sincerely,



Randall R. Recklaus
Village Manager

**SURVEY OF COMPARABLE MUNICIPALITIES
ESTIMATED ANNUAL REVENUES RECEIVED FROM AN AVERAGE HOME
AUGUST 2019**

ANNUAL ESTIMATED PAYMENTS:

Municipality	2019 Passenger Veh. Stickers	Garbage Bill*	Yard Waste Bill	Combined** Residential Water & Sewer Bill	Storm Water Fee	Home*** Rule Sales Tax	Food & Beverage Sales Tax	Municipal Motor Fuel Tax	Entertain. Tax	Electric Utility Tax 12,300 kWh/Yr	Gas Utility Tax 1,700 therms/Yr	Telecom Tax	2018*** Municipal Property Tax	Total Estimated Annual Homeowner Costs
Assumptions for Average Family	2 Cars	12 /Yr	48 Bags/Yr	144,000 Gallons/Yr	Estimated	\$6,000 /Year	\$3,000 /Year	650 Gallons/Yr	\$2,400 /Year	\$1,400 /Year	\$1,650 /Year	\$1,200 /Year	\$77,300 EAV	
1. Rolling Meadows	0.00	\$359.40	\$0.00	2,337.12	57.12	60.00	60.00	26.00	0.00	75.03	85.00	72.00	1450.15	\$4,581.82
2. Hoffman Estates	0.00	\$204.00	\$139.20	1,821.72	24.00	60.00	60.00	162.50	144.00	69.00	85.00	72.00	1181.14	\$4,022.57
3. Mount Prospect	90.00	\$234.96	\$0.00	1,896.48	0.00	60.00	30.00	26.00	0.00	43.17	24.99	72.00	883.54	\$3,361.14
4. Wheeling	0.00	\$266.76	\$0.00	1,120.32	33.00	60.00	30.00	0.00	96.00	75.03	85.00	72.00	1354.30	\$3,192.41
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	737.44	\$3,143.59
6 Arlington Heights	60.00	\$216.72	\$132.00	1,188.96	75.00	60.00	37.50	0.00	0.00	75.03	85.00	72.00	977.85	\$2,980.06
7 Des Plaines	60.00	\$207.24	\$0.00	1,170.72	109.44	60.00	30.00	26.00	0.00	70.23	42.50	72.00	1009.54	\$2,857.67
8 Schaumburg	0.00	\$0.00	\$0.00	1,911.84	0.00	60.00	60.00	19.50	120.00	0.00	0.00	72.00	481.58	\$2,724.92
9. Buffalo Grove	0.00	\$279.60	\$0.00	917.28	60.96	60.00	30.00	0.00	0.00	75.03	85.00	72.00	973.98	\$2,553.85
10 Palatine	60.00	\$258.00	\$0.00	879.30	60.00	60.00	30.00	0.00	0.00	75.03	0.00	72.00	1001.81	\$2,496.14
11. Park Ridge	90.00	\$0.00	\$0.00	1,464.66	0.00	60.00	30.00	26.00	0.00	68.63	34.00	72.00	647.77	\$2,493.07

*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 (08/19), / Cook County Clerk website / Municipal websites / Codes

RATES:

Municipality	2019 Passenger Veh. Stickers	Est. Monthly Garbage Rate (1x/week)	Yard Waste Rate/Bag	Combined Water & Sewer Rate/ 1000 Gallons + fixed fees	Estimated Storm Water Fee/Month	Home		Food & Beverage		Municipal		Gas Utility Tax /Therm	Telecom Tax Rate	2018 Municipal Property Tax Rate
						Rule Sales Tax Rate	Motor Fuel Tax Cents/Gal	Sales Tax Rate	Sales Tax Rate					
Arlington Heights	30.00	18.06	2.75	8.04	6.25	1.00%	1.25%	0.00	0.00%	0.00610	0.050	6.00%	1.265	
Buffalo Grove	0.00	23.30	0.00	31.20	5.08	1.00%	1.00%	0.00	0.00%	0.00610	0.050	6.00%	1.260	
Des Plaines	30.00	17.27	0.00	8.13	9.12	1.00%	1.00%	0.04	0.00%	0.00571	0.025	6.00%	1.306	
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%	0.954	
Hoffman Estates	0.00	17.00	2.90	12.09	2.00	1.00%	2.00%	0.25	6.00%	0.00561	0.050	6.00%	1.528	
Mount Prospect	45.00	19.58	0.00	80.76	0.00	1.00%	1.00%	0.04	0.00%	0.00351	0.015	6.00%	1.143	
Palatine	30.00	21.50	0.00	108.00	5.00	1.00%	1.00%	0.00	0.00%	0.00610	0.000	6.00%	1.296	
Park Ridge	45.00	0.00	0.00	58.80	0.00	1.00%	1.00%	0.04	0.00%	0.00558	0.020	6.00%	0.838	
Rolling Meadows	0.00	29.95	0.00	79.38	4.76	1.00%	2.00%	0.04	0.00%	0.00610	0.050	6.00%	1.876	
Schaumburg	0.00	0.00	0.00	36.00	0.00	1.00%	2.00%	0.03	5.00%	0.00000	0.000	6.00%	0.6230	
Wheeling	0.00	22.23	0.00	88.80	2.75	1.00%	1.00%	0.00	4.00%	0.00610	0.050	6.00%	1.7520	



GOVERNMENT FINANCE OFFICERS ASSOCIATION

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Budget Presentation
Award*

PRESENTED TO

**Village of Arlington Heights
Illinois**

For the Fiscal Year Beginning

January 1, 2019

Christopher P. Morill

Executive Director

BUDGET CALENDAR

For Preparation of 2020 Budget

(January 1, 2019 – December 31, 2019)

DATE	DAY	ACTIVITY
March - June, 2019	–	Capital Improvement Project Recap prepared.
June 14, 2019	Friday	Operating Fund Overview/Recommended 2020 Budget Ceilings and Proposed 2019 Property Tax Levy released to Village Board for discussion at June 24 Committee-of-the-Whole meeting.
June 24, 2019	Monday	Committee-of-the-Whole reviews Comprehensive Annual Financial Report, and discusses the Operating Fund Overview, Recommended 2020 Budget Ceilings, and proposed 2020 tax levy.
July 1, 2019	Monday	Board considers any motions stemming from June 24 Committee-of-the-Whole meeting regarding the recommended 2020 Budget Ceilings.
July 12, 2019	Friday	Budget worksheets are forwarded to departments. Departments prepare detailed budgets.
August 12, 2019	Monday	Department budget requests and projections due.
Aug 12 – Sep 6, 2019	–	Finance Department compiles departmental budget submissions.
September 6, 2019	Friday	First draft of 2020 Budget forwarded to Village Manager, Budget Team and all departments for review.
Sep 11 – Sep 13, 2019	–	Departments meet with Village Manager and Budget Team.
Sep 16 – Oct 24, 2019	–	Final draft of 2020 budget prepared.
October 25, 2019	Friday	Release final draft of 2019 Budget to Village Board.
November 12, 2019	Tuesday	1st Budget Meeting – AH Memorial Library, Budget Overview, Budgets for Board of Trustees, Integrated Services, Health & Human Services, HR, Finance, Building Services, and Police
November 14, 2019	Thursday	2nd Budget Meeting – Budgets for Metropolis Theater, Boards & Commissions (Convention Bureau), Legal, Planning & Community Development, Engineering, Public Works, Water & Sewer, Parking Operations, Fleet Services, and Fire
November 19, 2019	Tuesday	3rd Budget Meeting – If needed
November 20, 2019	Wednesday	Notice of Public Hearing on 2020 Budget published in newspaper.
December 2, 2019	Monday	Board approves 2019 Tax Levy and Abatement Ordinances. Public Hearing on 2020 Budget. Approval of 2020 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		√										√	

VILLAGE OF ARLINGTON HEIGHTS

ALL FUNDS SUMMARY

FUND	REVENUES	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
101	GENERAL	71,297,064	75,927,450	77,568,900	76,151,800	78,436,500	2,284,700	3.0%
211	MOTOR FUEL TAX	1,918,400	1,933,232	1,912,000	1,904,000	2,504,000	600,000	31.5%
215	CDBG	222,266	313,695	401,200	477,334	501,600	24,266	5.1%
217	AFFORDABLE HOUSING FUND	0	0	288,900	288,900	395,000	106,100	36.7%
225	ZERO INTEREST LOAN FUND	0	0	321,800	321,800	78,000	(243,800)	(75.8%)
227	FOREIGN FIRE INSURANCE TAX	134,887	135,844	131,900	132,500	132,500	0	0.0%
231	CRIMINAL INVESTIGATIONS	329,190	483,663	178,000	103,700	103,700	0	0.0%
235	MUNICIPAL PARKING	1,250,781	2,251,902	1,256,400	1,336,000	1,293,500	(42,500)	(3.2%)
261	TIF III	350,396	0	0	0	0	0	N/A
263	TIF IV	518,139	608,253	591,300	591,300	591,300	0	0.0%
264	TIF V	60,344	753,103	746,200	746,200	746,200	0	0.0%
266	HICKORY/KENSINGTON TIF	456,004	613,509	568,500	568,500	568,500	0	0.0%
271	TIF TAX RESERVE	150,000	0	0	0	0	0	N/A
301	DEBT SERVICE	7,073,410	7,900,998	17,407,863	17,415,163	7,713,350	(9,701,813)	(55.7%)
401	CAPITAL PROJECTS	10,837,441	8,062,168	8,373,000	8,383,900	7,884,000	(499,900)	(6.0%)
426	STORM WATER CONTROL	4,169,081	11,845,786	1,689,400	3,489,400	3,979,400	490,000	14.0%
431	PUBLIC BUILDING	256,242	270,840	8,900	0	0	0	N/A
435	EMERALD ASH BORER (EAB)	18,547	0	0	0	0	0	N/A
505	WATER & SEWER	18,873,499	19,487,806	20,454,300	20,948,500	30,043,200	9,094,700	43.4%
511	SOLID WASTE DISPOSAL	1,976,062	1,958,862	1,973,800	1,960,000	1,960,000	0	0.0%
515	ARTS, ENTERTAINMENT & EVENTS	786,785	850,654	970,400	981,659	894,100	(87,559)	(8.9%)
605	HEALTH INSURANCE	13,158,954	12,067,478	13,642,800	13,632,100	12,657,200	(974,900)	(7.2%)
611	GENERAL LIABILITY INSURANCE	841,559	696,701	873,900	849,500	867,400	17,900	2.1%
615	WORKERS' COMPENSATION	2,187,657	1,859,784	2,339,700	2,153,700	2,196,000	42,300	2.0%
621	FLEET OPERATIONS	3,818,393	4,126,580	3,955,600	3,898,200	3,747,700	(150,500)	(3.9%)
625	TECHNOLOGY	1,703,788	1,712,934	1,711,800	1,700,600	1,890,600	190,000	11.2%
705	POLICE PENSION	22,586,247	863,954	22,775,000	9,050,000	9,669,000	619,000	6.8%
711	FIRE PENSION	18,830,151	3,968,718	16,913,000	9,763,000	10,000,000	237,000	2.4%
TOTAL REVENUES		183,805,287	158,693,914	197,054,563	176,847,756	178,852,750	2,004,994	1.1%

FUND	EXPENDITURES	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
101	GENERAL	71,957,645	75,869,463	76,363,300	76,834,646	78,436,500	1,601,854	2.1%
211	MOTOR FUEL TAX	1,535,367	1,978,399	1,910,400	1,910,400	2,512,100	601,700	31.5%
215	CDBG	222,266	313,695	401,200	477,334	501,600	24,266	5.1%
217	AFFORDABLE HOUSING FUND	0	0	0	0	25,000	25,000	N/A
225	ZERO INTEREST LOAN FUND	0	0	144,000	144,000	150,000	6,000	4.2%
227	FOREIGN FIRE INSURANCE TAX	151,946	122,596	290,000	290,000	250,000	(40,000)	(13.8%)
231	CRIMINAL INVESTIGATIONS	247,268	608,315	549,500	306,605	303,300	(3,305)	(1.1%)
235	MUNICIPAL PARKING	1,957,803	1,426,172	2,164,200	2,159,577	1,588,400	(571,177)	(26.4%)
251	TIF I SOUTH	131,701	0	0	0	0	0	N/A
261	TIF III	1,736,316	0	0	0	0	0	N/A
263	TIF IV	85,835	93,052	61,000	1,002,453	1,010,000	7,547	0.8%
264	TIF V	14,310	2,587	23,400	388,540	347,000	(41,540)	(10.7%)
266	HICKORY/KENSINGTON TIF	24,975	32,060	737,000	1,586,838	890,000	(696,838)	(43.9%)
301	DEBT SERVICE	7,089,718	7,172,000	17,293,300	17,293,500	7,671,400	(9,622,100)	(55.6%)
401	CAPITAL PROJECTS	7,479,915	7,089,737	11,959,300	12,118,889	9,183,500	(2,935,389)	(24.2%)
426	STORM WATER CONTROL	1,624,924	2,324,962	10,425,981	10,425,981	7,325,300	(3,100,681)	(29.7%)
431	PUBLIC BUILDING	8,787,497	23,855,550	1,711,600	4,068,798	560,000	(3,508,798)	(86.2%)
435	EMERALD ASH BORER (EAB)	6,125,017	0	0	0	0	0	N/A
505	WATER & SEWER	18,094,765	17,596,685	22,490,400	22,839,094	23,760,000	920,906	4.0%
511	SOLID WASTE DISPOSAL	1,783,229	1,968,304	2,050,000	1,998,500	1,914,000	(84,500)	(4.2%)
515	ARTS, ENTERTAINMENT & EVENTS	808,089	752,234	974,100	984,563	880,200	(104,363)	(10.6%)
605	HEALTH INSURANCE	13,070,188	14,967,184	13,028,800	14,372,300	12,898,400	(1,473,900)	(10.3%)
611	GENERAL LIABILITY INSURANCE	729,491	413,275	583,000	842,000	858,000	16,000	1.9%
615	WORKERS' COMPENSATION	2,461,429	2,193,701	2,666,500	2,594,900	2,758,400	163,500	6.3%
621	FLEET OPERATIONS	4,072,423	3,382,028	5,983,400	6,048,093	3,943,800	(2,104,293)	(34.8%)
625	TECHNOLOGY	1,458,123	1,522,499	1,746,300	1,920,600	2,490,600	570,000	29.7%
705	POLICE PENSION	6,992,009	7,534,845	8,601,200	7,993,900	8,962,700	968,800	12.1%
711	FIRE PENSION	6,813,676	7,073,466	7,557,600	7,581,000	7,964,000	383,000	5.1%
TOTAL EXPENDITURES		165,455,925	178,292,809	189,715,481	196,182,511	177,184,200	(18,998,311)	(9.7%)

VILLAGE OF ARLINGTON HEIGHTS

FUND BALANCE SUMMARY 2020

Fund	Fund Name	1/01/20 Projected Beginning Fund Balance (Deficit)	2020 Revenues & Transfers In	2020 Expenditures & Transfers Out	2020 Revenues Over (Under) Expenditures	12/31/20 Estimated Ending Fund Balance (Deficit)
101	General	\$30,359,702	\$78,436,500	\$78,436,500	\$0	\$30,359,702
211	Motor Fuel Tax	2,302,344	2,504,000	2,512,100	(8,100)	2,294,244
215	CDBG	0	501,600	501,600	0	0
217	Affordable Housing	288,900	395,000	25,000	370,000	658,900
225	Zero Interest Loan	177,800	78,000	150,000	(72,000)	105,800
227	Foreign Fire Insurance Tax	283,689	132,500	250,000	(117,500)	166,189
231	Criminal Investigations	1,644,678	103,700	303,300	(199,600)	1,445,078
235	Municipal Parking	3,807,185	1,293,500	1,588,400	(294,900)	3,512,285
263	TIF IV	2,751,717	591,300	1,010,000	(418,700)	2,333,017
264	TIF V	2,127,152	746,200	347,000	399,200	2,526,352
266	Hickory/Kensington TIF	987,280	568,500	890,000	(321,500)	665,780
271	TIF Tax Reserve	150,000	0	0	0	150,000
301	Debt Service	2,311,590	7,713,350	7,671,400	41,950	2,353,540
401	Capital Projects	7,108,795	7,884,000	9,183,500	(1,299,500)	5,809,295
426	Storm Water Control	6,151,325	3,979,400	7,325,300	(3,345,900)	2,805,425
431	Public Building	2,000,851	0	560,000	(560,000)	1,440,851
505	Water & Sewer	2,582,624	30,043,200	23,760,000	6,283,200	8,865,824
511	Solid Waste Disposal	3,842,600	1,960,000	1,914,000	46,000	3,888,600
515	Arts, Entertainment & Events	44,192	894,100	880,200	13,900	58,092
605	Health Insurance	3,978,170	12,657,200	12,898,400	(241,200)	3,736,970
611	General Liability Insurance	3,559,970	867,400	858,000	9,400	3,569,370
615	Workers' Compensation Insurance	3,986,075	2,196,000	2,758,400	(562,400)	3,423,675
621	Fleet Operations	5,303,607	3,747,700	3,943,800	(196,100)	5,107,507
625	Technology	2,421,643	1,890,600	2,490,600	(600,000)	1,821,643
705	Police Pension	137,940,163	9,669,000	8,962,700	706,300	138,646,463
711	Fire Pension	116,085,346	10,000,000	7,964,000	2,036,000	118,121,346
TOTAL ALL VILLAGE FUNDS		\$342,197,398	\$178,852,750	\$177,184,200	\$1,668,550	\$343,865,948

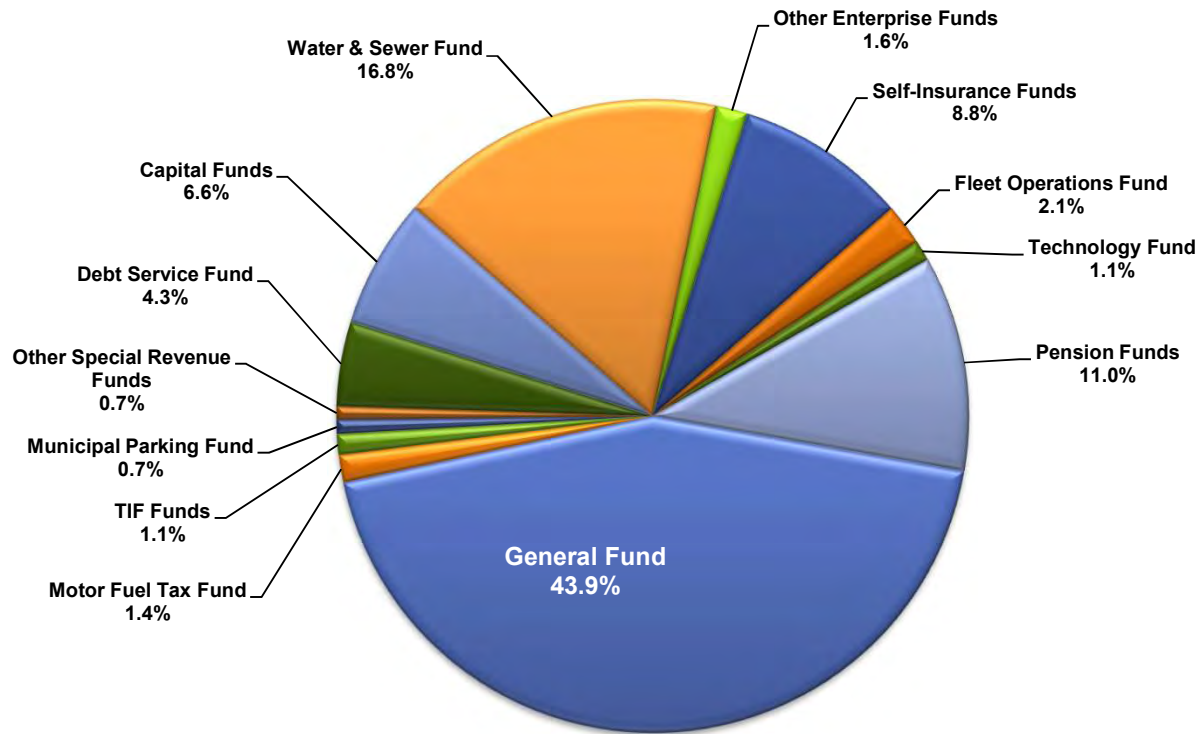
1. The General Fund shows a balanced 2020 budget. The current financial condition of the fund is healthy as it continues to maintain a fund balance over 25% of annual expenditures.
2. The Motor Fuel Tax Fund shows a small planned operating deficit to complete various road improvements throughout the Village.
3. Affordable Housing Fund accounts for cash paymetnts received in lieu of constructing affordable housing. These funds will be used to create and preserve permanent attainable housing.
4. Zero Interest Loan Fund is designed to provide financial assistant to prospective and existing businesses within the Village of Arlington Heights. The program is intended to assist companies' growth within the Village.
5. Foreign Fire Insurance Tax Fund - Insurance companies that do not maintain offices within the State but market fire insurance policies within the State pay an additional tax of 2% to the municipality where the policy is written. These funds are used for the betterment of the fire services and are controlled by a separate Board of Directors including the Fire Chief and firefighters per State Statute. Prior year revenues are being expensed this year, creating the operating deficit.
6. Criminal Investigations Fund - Assets seized under State and Federal statutes are accounted for in this fund and used for the advancement of law enforcement. These funds are not budgeted for day-to-day Police Department operations but are generally one time capital expenditures of current and prior year revenues.
7. Municipal Parking Fund - Primarily, commuter parking for train travel to and from Chicago is provided for in this fund. With Downtown redevelopment, resident parking for large apartment complexes and off-street shopper parking was included. Substantial fund balance is maintained for future parking garage maintenance and repairs, which will provide a service life of 40 to 50 years for the four parking structures.

FUND BALANCE SUMMARY 2020

8. TIF IV shows a deficit as planned improvement projects are expected to outpace current year revenue.
9. TIF V shows a surplus as reserves accumulate for future improvements.
10. Hickory/Kensington TIF shows a deficit as planned improvement projects are expected to outpace current year revenue.
11. TIF Tax Reserve Fund – This fund accounts for possible future litigation and possible refunds in TIF III that closed in 2017.
12. The Debt Service Fund accounts for all debt service payments from general obligation bond issuances except those in the Storm Water Control Fund.
13. The Capital Projects Fund shows a deficit in operations primarily as a result of current year costs outpacing current year revenues dedicated to this fund.
14. The Storm Water Control Fund has a planned deficit as scheduled programs improving the Village's storm water infrastructure drawdown funds from a general obligation bond issued in 2018.
15. The Public Building Fund provided for the construction of the new Police Facility and contingency reserves.
16. The Water & Sewer Fund shows a planned surplus due to an anticipated bond issuance to allow the Village to increase the amount of planned projects on its watermain replacement program. The planned service rate increase for 2020 is 8.5%.
17. 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.
18. 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 25% of the Village's 1.25% Food & Beverage Tax on prepared food.
19. 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.
20. 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.
21. The Workers' Compensation Insurance Fund claims are handled the same as General Liability claims noted above.
22. 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.
23. The Technology Fund provides for the operation of the Village's computer network infrastructure and equipment replacement. Service charges to departments are used to fund these operations. The operating deficit is the result of the beginning of a project to replace the Village's Enterprise Resource Planning software.
24. 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 78.8% and 73.8% respectively. Per current State Statute, 90% funding must be reached by 2040.

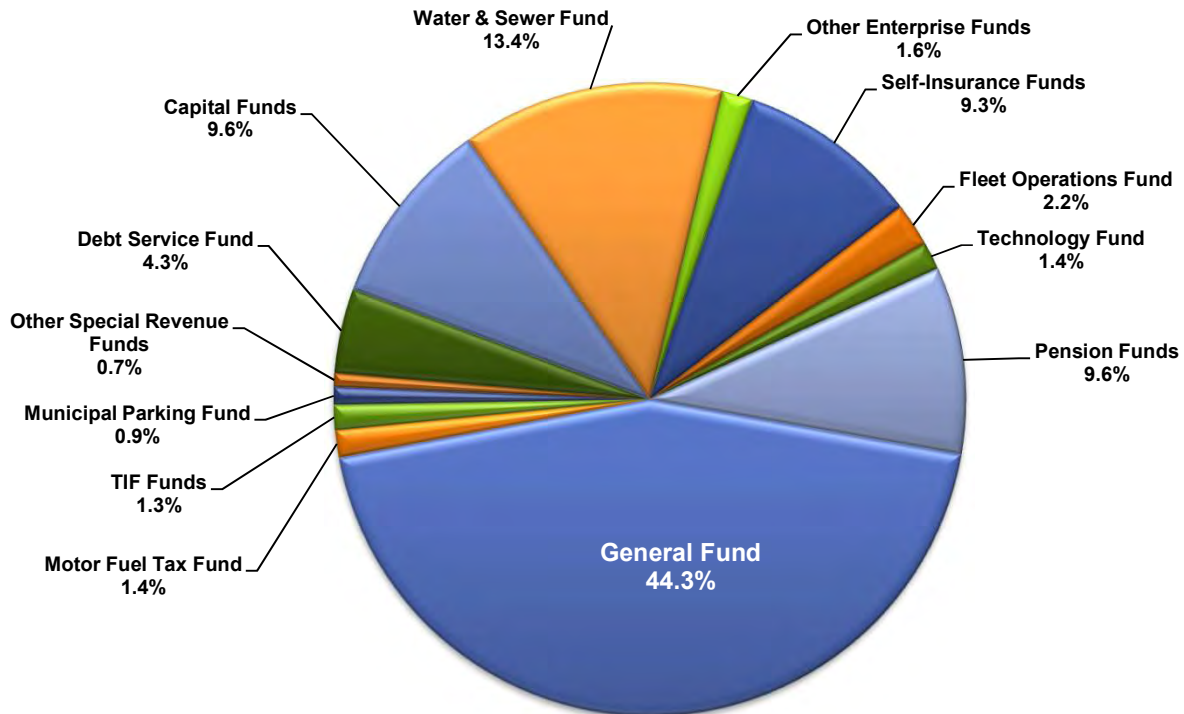
ALL FUNDS REVENUES

2020 Budget



ALL FUNDS EXPENDITURES

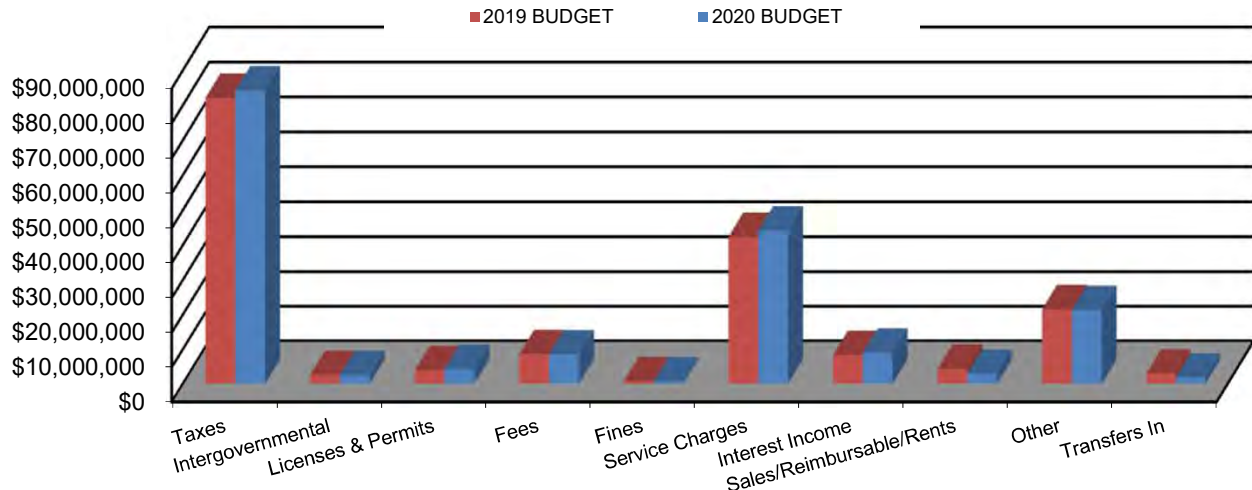
2020 Budget



WHERE THE MONEY COMES FROM

ALL FUNDS REVENUES

2019 Budget vs. 2020 Budget



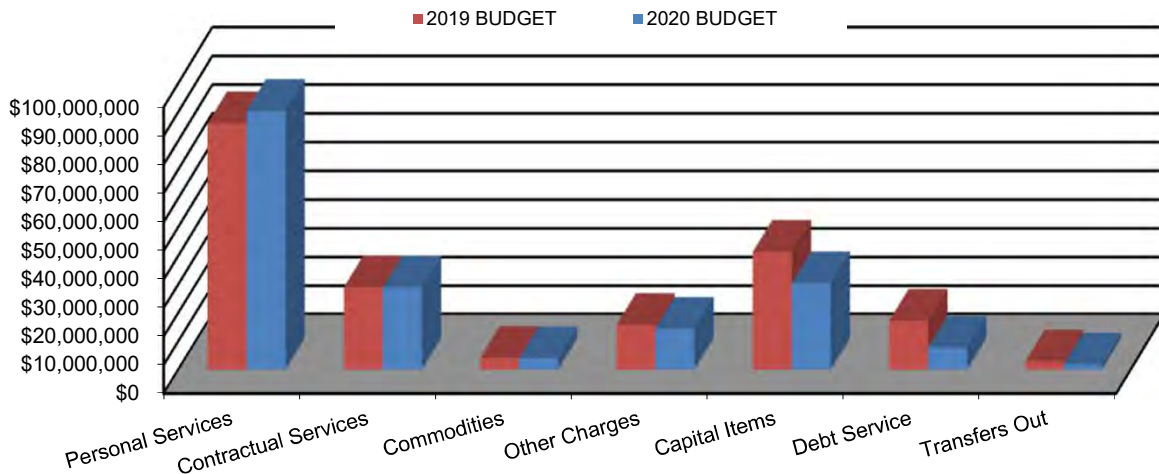
	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2020 BUDGET	% CHANGE
Taxes	76,732,152	80,742,551	82,016,463	84,106,150	2.5%
Intergovernmental	1,257,846	552,903	2,475,134	2,451,800	(0.9%)
Licenses & Permits	4,033,890	4,314,641	3,833,500	4,262,500	11.2%
Fees	7,506,191	8,457,306	8,519,400	8,474,400	(0.5%)
Fines	684,224	639,367	696,100	661,100	(5.0%)
Service Charges	36,953,910	39,003,305	42,200,100	44,013,200	4.3%
Interest Income	31,223,796	(7,412,028)	8,243,400	8,965,300	8.8%
Sales/Reimbursable/Rents	3,114,355	3,758,875	4,306,300	2,869,700	(33.4%)
Other	13,100,551	26,905,983	21,486,900	21,254,500	(1.1%)
	174,606,915	156,962,903	173,777,297	177,058,650	1.9%
Reserves	0	0	125,859	61,000	(51.5%)
Transfers In	9,198,372	1,731,011	2,944,600	1,733,100	(41.1%)
Total Revenues	183,805,287	158,693,914	176,847,756	178,852,750	1.1%

NOTE: **Licenses & Permits** revenues increased from the Village's enhanced vehicle sticker enforcement program. **Fines** decreased primarily from the reduction of Parking and Other Fines received compared to prior year. **Interest Income** has been increased to match actual earnings. Interest Income continues to be much lower than the historical average. **Sales/Reimbursable/Rent** decreased mainly from the decrease in health insurance charges from the retiree carve out plan for Medicare eligible retirees. **Reserves** decreased as a result of a reduction in the number of projects for Metropolis.

WHERE THE MONEY GOES

ALL FUNDS EXPENDITURES

2019 Budget vs. 2020 Budget



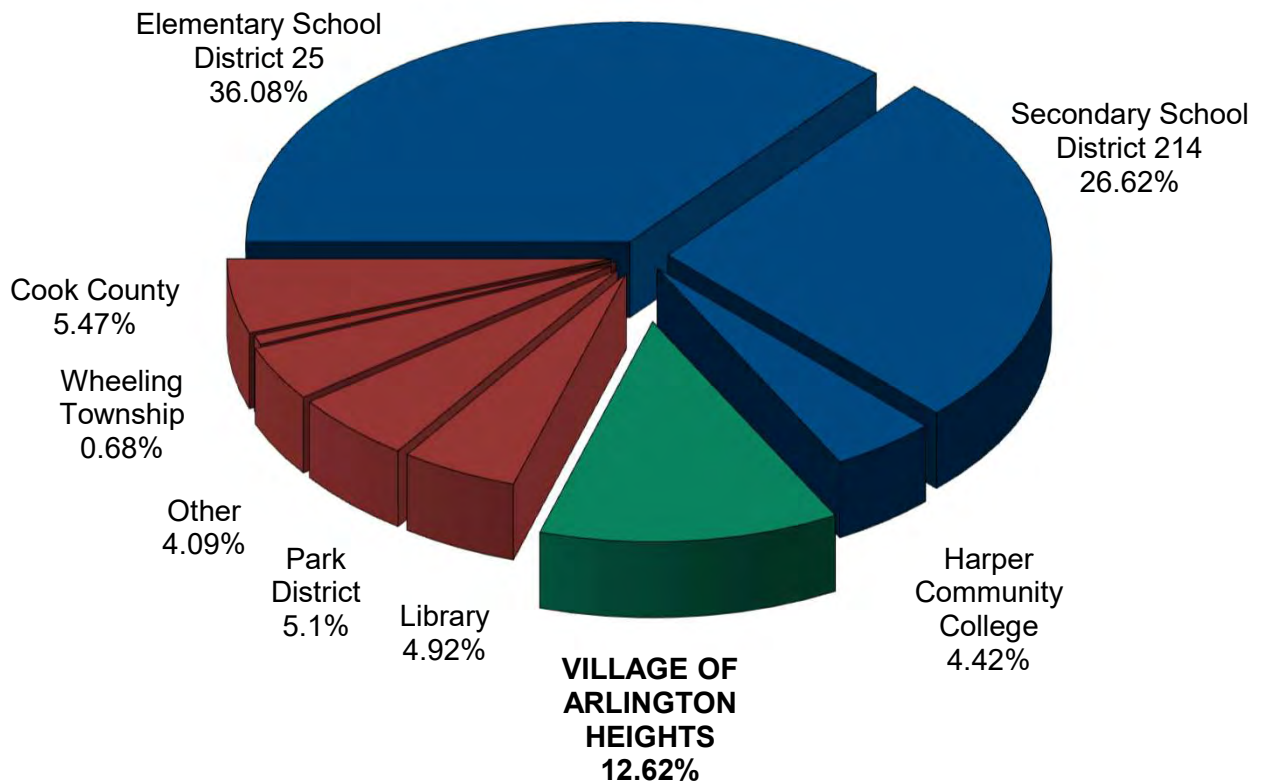
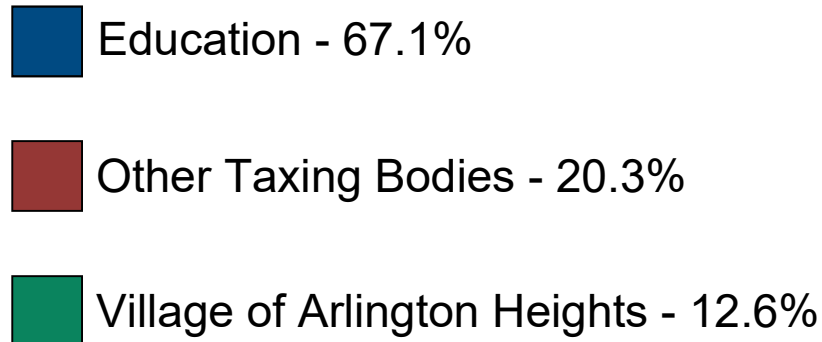
	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2020 BUDGET	% CHANGE
Personal Services	78,841,776	84,631,473	85,969,900	90,267,200	5.0%
Contractual Services	26,207,788	26,701,019	28,949,495	28,836,200	(0.4%)
Commodities	3,145,100	3,392,289	4,116,091	3,974,300	(3.4%)
Other Charges	15,998,972	15,924,116	15,730,201	14,338,300	(8.8%)
Capital Items	25,274,199	38,740,901	41,289,024	30,363,700	(26.5%)
Debt Service	7,089,718	7,172,000	17,183,200	7,671,400	(55.4%)
	156,557,553	176,561,798	193,237,911	175,451,100	(9.2%)
Transfers Out	8,898,372	1,731,011	2,944,600	1,733,100	(41.1%)
Total Expenditures	165,455,925	178,292,809	196,182,511	177,184,200	(9.7%)

NOTE: **Personal Services** increased due to wage, health insurance, and IMRF adjustments. **Other Charges** decreased mainly from insurance claims being reduced from the retiree carve out plan for Medicare eligible retirees. **Capital Items** decreased due to the completion in 2019 of some larger street and Storm Water Control projects, and higher 2019 vehicle replacement costs. **Debt Service** decreased due to the payment to the escrow agent for the 2011 G. O. Bond refunding in 2019. **Transfers Out** decreased due to the completion of a transfer from the Public Building Fund to the Capital Projects Fund, and the elimination of a transfer from the Health Insurance Fund to the now closed Retiree Health Insurance Fund.

Arlington Heights

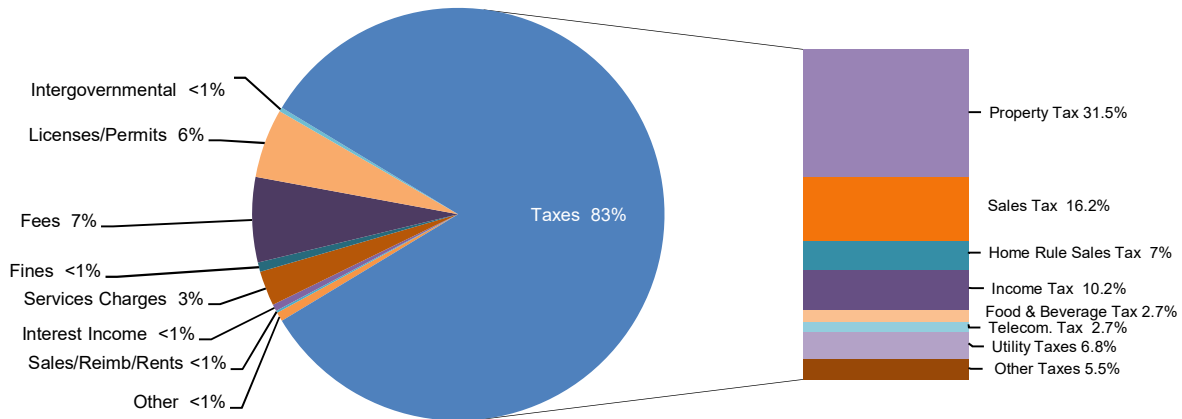
2018 PROPERTY TAX BILL

(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 12.6% OF THE ENTIRE PROPERTY TAX BILL.

WHERE THE MONEY COMES FROM GENERAL FUND REVENUES 2020



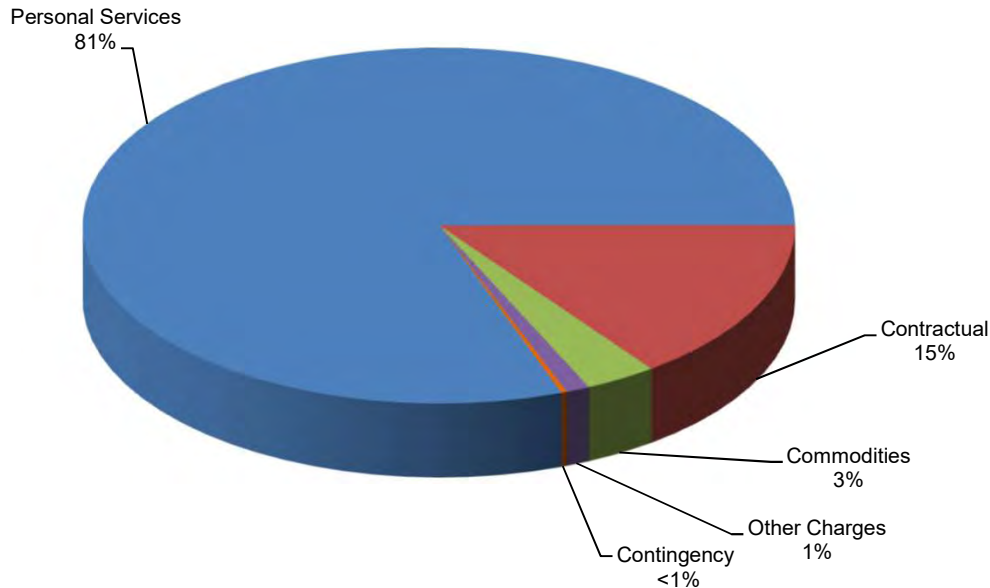
	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2020 BUDGET	% CHANGE
Taxes	59,070,056	62,247,827	63,338,400	64,883,400	2.4%
Intergovernmental	182,041	273,471	247,800	243,000	(1.9%)
Licenses & Permits	4,033,890	4,314,641	3,833,500	4,262,500	11.2%
Fees	4,330,746	5,143,499	5,251,000	5,226,800	(0.5%)
Fines	567,975	535,678	586,100	571,100	(2.6%)
Service Charges	2,069,096	2,057,768	2,086,600	2,145,700	2.8%
Interest Income	211,148	474,476	150,000	411,000	174.0%
Sales/Reimb/Rents	151,302	127,393	138,500	143,000	3.2%
Other	379,855	552,697	319,900	350,000	9.4%
Other Financing	300,955	200,000	200,000	200,000	0.0%
Total Revenue	71,297,064	75,927,450	76,151,800	78,436,500	3.0%

NOTE: **Taxes** increased due to higher income tax and use tax receipts. **Licenses & Permits** revenues increased from the Village's enhanced vehicle sticker enforcement program. **Interest Income** has been increased to match actual earnings. **Other** increased over the prior year mainly from the revenue for the Hearts of Gold going into the General Fund from the Arts, Entertainment & Events Fund.

WHERE THE MONEY GOES

GENERAL FUND EXPENDITURES

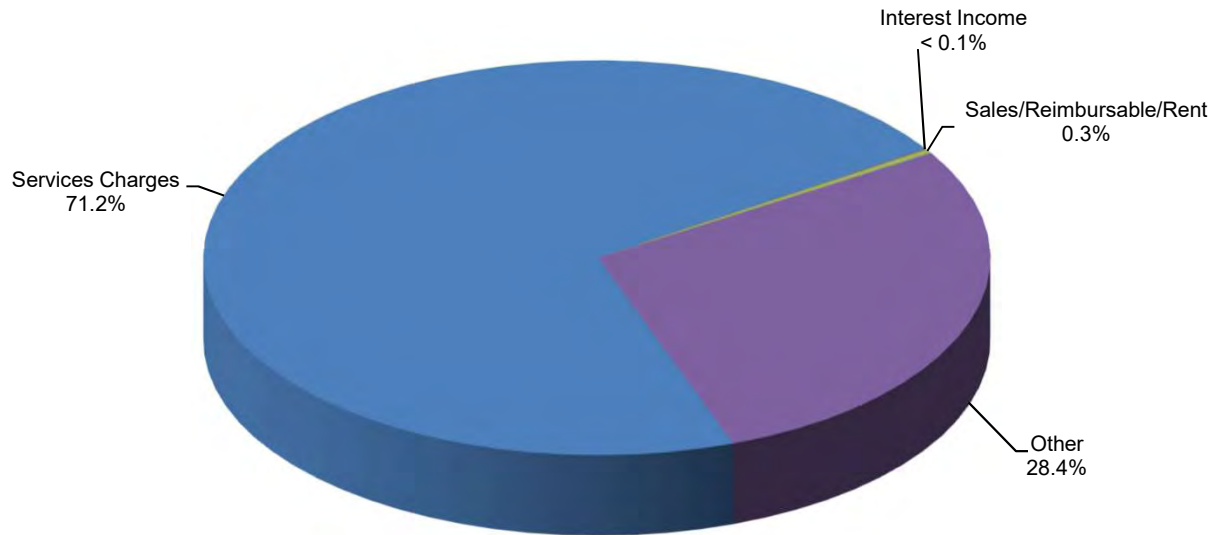
2020



	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2020 BUDGET	% CHANGE
Personal Services	56,375,654	61,119,457	60,818,100	63,148,800	3.8%
Contractual Services	10,712,642	11,144,878	11,853,887	11,710,200	(1.2%)
Commodities	2,014,439	2,182,503	2,677,648	2,538,500	(5.2%)
Other Charges	854,910	927,613	812,811	839,000	3.2%
Contingency	0	0	219,500	200,000	(8.9%)
Transfers Out	2,000,000	495,012	452,700	0	(100.0%)
Total Expenditures	71,957,645	75,869,463	76,834,646	78,436,500	2.1%

NOTE: **Personal Services** increased due to wage, health insurance, and IMRF adjustments. **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, 2019 budget shows that there is \$219,500 remaining of the \$300,000 contingency budget. **Transfers Out** decreased due to one time transfers from the Assigned General Fund Balance to the Affordable Housing Fund and the Zero Interest Loan Fund; and the elimination of a transfer from the General Fund to the Arts, Entertainment & Events Fund.

WHERE THE MONEY COMES FROM WATER & SEWER FUND REVENUES 2020



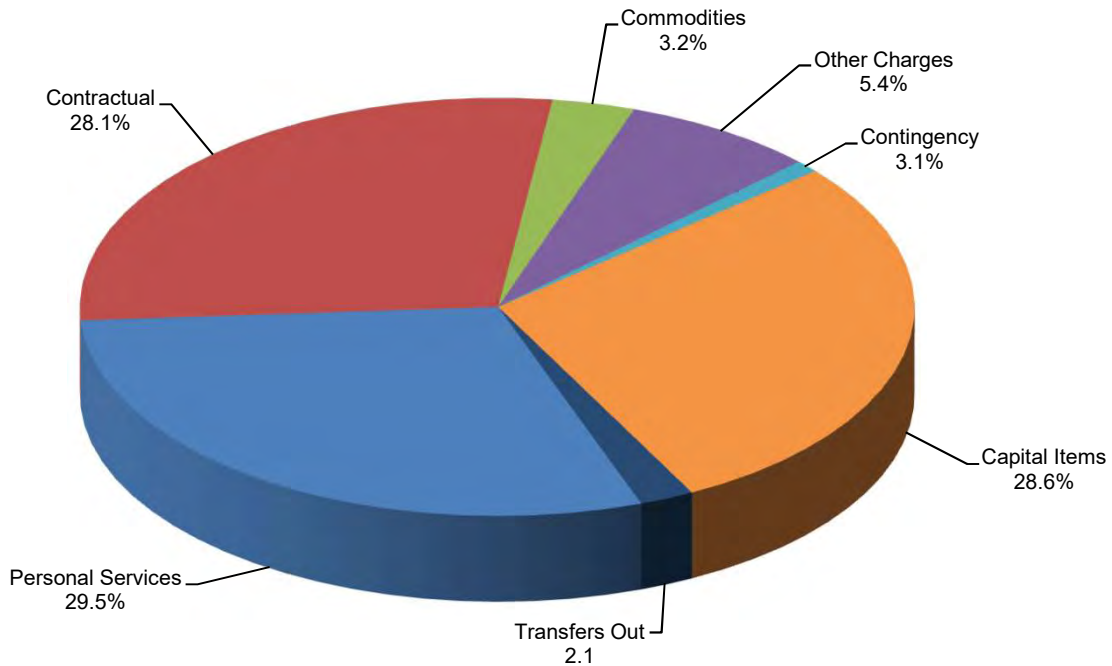
	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2020 BUDGET	% CHANGE
Services Charges	17,749,494	18,199,275	20,340,000	21,405,200	5.2%
Interest Income	8,931	22,924	6,500	20,000	207.7%
Sales/Reimbursable/Rent	104,740	118,586	87,000	98,000	12.6%
Other	1,010,334	1,147,021	15,000	8,520,000	56700.0%
Transfers In	0	0	500,000	0	100.0%
Total Revenues	18,873,499	19,487,806	20,948,500	30,043,200	43.4%

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 8.5% previously approved is effective as of January 1, 2020. **Interest Income** has been increased to match actual earnings. **Sales/Reimbursable/Rent** increased from water meter sales. **Other** increased from an anticipated bond issuance for watermain replacements. **Transfers In** was decreased due to the transfer from the Storm Water Control Fund in the prior year.

WHERE THE MONEY GOES

WATER & SEWER FUND EXPENDITURES

2020



	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2020 BUDGET	% CHANGE
Personal Services	6,073,505	6,319,648	6,650,500	7,014,800	5.5%
Contractual	5,715,480	6,128,213	6,472,480	6,679,700	3.2%
Commodities	629,411	601,835	754,500	759,500	0.7%
Other Charges	1,735,972	1,786,592	1,731,900	1,783,400	3.0%
Contingency	0	0	293,800	225,000	(23.4%)
Capital Items	3,940,397	2,760,397	6,935,914	6,797,600	(2.0%)
Transfers Out	0	0	0	500,000	N/A
Total Expenditures	18,094,765	17,596,685	22,839,094	23,760,000	4.0%

NOTES: **Personal Services** increased due to wage, health insurance, and IMRF adjustments. **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, 2019 budget shows that \$293,800 of the \$300,000 contingency budget remains. **Transfers Out** increased as the Water & Sewer Fund pays back the prior year \$500,000 transfer in from the Storm Water Control Fund.

VILLAGE OF ARLINGTON

EMPLOYEE CENSUS

Ten Year Analysis

		8 Mon. Per.									
		Ending									
		Dec. 2015									
DEPARTMENT		FY2012	FY2013	FY2014	FY2015	2016	2017	2018	2019	2020	
Integrated Services	Full-Time	6.00	6.00	6.00	5.00	11.00	11.00	11.00	10.00	10.00	11.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Human Resources	Full-Time	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Legal	Full-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	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	18.00	18.00	18.00	17.00	17.00	16.00	16.00
	Part-Time	1.00	1.00	1.00	0.00	0.00	1.00	1.00	2.00	2.00	2.00
IT/GIS	Full-Time	6.00	6.00	6.00	6.00	0.00	0.00	0.00	0.00	0.00	0.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police	Full-Time	137.00	137.00	137.00	137.00	137.00	137.00	137.00	137.00	137.00	137.00
	Part-Time	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Police Grant	Full-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire	Full-Time	109.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00
	Part-Time	3.00	3.00	3.00	3.00	3.00	3.00	2.00	2.00	2.00	2.00
Planning & Comm Devlp	Full-Time	9.00	9.00	9.00	9.00	9.00	9.00	10.00	10.00	10.00	10.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Services	Full-Time	15.00	14.50	14.50	16.50	16.50	16.50	17.00	17.00	17.00	18.00
	Part-Time	3.00	3.00	3.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00
Health Services	Full-Time	9.00	9.50	9.50	9.50	9.50	9.50	9.00	9.00	9.00	9.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Senior Services	Full-Time	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00
	Part-Time	6.00	5.00	5.00	5.00	3.00	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	0.00	0.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Works	Full-Time	42.00	42.00	42.00	42.00	42.00	42.00	41.00	51.00	51.00	51.00
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Water Utility Operations	Full-Time	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00
	Part-Time	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fleet Services	Full-Time	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL	Full-Time	417.00	417.00	417.00	419.00	420.00	420.00	418.00	417.00	419.00	419.00
	Part-Time	20.00	20.00	20.00	16.00	14.00	14.00	16.00	17.00	18.00	17.00
TOTAL EMPLOYEES		437.00	437.00	437.00	435.00	434.00	436.00	435.00	435.00	436.00	436.00
INCREASE (DECREASE)		(6.00)	0.00	0.00	(2.00)	(1.00)	0.00	2.00	(1.00)	0.00	1.00
FULL-TIME EQUIVALENTS (FTE)		427.00	427.25	427.25	427.25	427.25	428.25	426.75	426.25	427.75	427.75
INCREASE (DECREASE)		(7.50)	0.25	0.00	0.00	0.00	1.00	(1.50)	(0.50)	1.50	1.50

(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 2020**

OPERATION	STAFFING			EXPENDITURES			
	2019 Budget	2020 Budget	Inc (Dec)	2019 Budget	2020 Budget	\$ Inc (Dec)	% Inc (Dec)
Board of Trustees	0.00	0.00		\$180,400	\$179,300	(\$1,100)	(0.6%)
Integrated Services	10.50	11.50	1.00	3,107,700	3,673,300	565,600	18.2%
Human Resources	4.00	4.00		17,370,700	16,080,900	(1,289,800)	(7.4%)
Legal	2.75	2.75		784,000	784,500	500	0.1%
Finance	17.00	17.00		3,646,700	3,727,200	80,500	2.2%
Boards & Commissions	0.00	0.00		232,704	256,500	23,796	10.2%
Metropolis Theater	0.00	0.00		447,059	369,000	(78,059)	(17.5%)
Police/Police Grant	139.00	139.00		27,452,182	28,084,600	632,418	2.3%
Fire	110.00	110.00		23,505,274	24,115,500	610,226	2.6%
Planning & Community Development	10.00	10.00		5,695,326	4,836,800	(858,526)	(15.1%)
Building Services	17.50	18.00	0.50	2,679,495	2,794,700	115,205	4.3%
Health & Human Services	13.00	13.00		2,331,737	2,408,800	77,063	3.3%
Public Works	51.25	51.25		37,611,828	32,731,000	(4,880,828)	(13.0%)
Criminal Investigations	0.00	0.00		306,605	303,300	(3,305)	(1.1%)
Foreign Fire Insurance Tax	0.00	0.00		290,000	250,000	(40,000)	(13.8%)
Comm Development Block Grant Progr	0.00	0.00		409,334	441,100	31,766	7.8%
Water Utility Operations	40.75	40.75		16,107,724	15,746,900	(360,824)	(2.2%)
Parking Operations	0.00	0.00		674,300	672,800	(1,500)	(0.2%)
Solid Waste Disposal	0.00	0.00		1,498,500	1,407,700	(90,800)	(6.1%)
Municipal Fleet Services	10.50	10.50		2,376,035	2,418,800	42,765	1.8%
Pensions	0.00	0.00		15,574,900	16,926,700	1,351,800	8.7%
Capital Projects - Water/Sewer	0.00	0.00		5,351,170	6,200,000	848,830	15.9%
Capital Projects - Equipment	0.00	0.00		3,732,893	1,572,500	(2,160,393)	(57.9%)
Capital Projects - Public Buildings	0.00	0.00		3,268,798	500,000	(2,768,798)	(84.7%)
Debt Service	0.00	0.00		17,293,500	7,671,400	(9,622,100)	(55.6%)
Sub-Total	426.25	427.75	1.50	\$191,928,864	\$174,153,300	(\$17,775,564)	(9.3%)
Non-Operating & Transfers Out	N/A	N/A	N/A	4,253,647	3,030,900	(1,222,747)	(28.7%)
TOTAL	426.25	427.75	1.50	\$196,182,511	\$177,184,200	(\$18,998,311)	(9.7%)

VILLAGE OF ARLINGTON HEIGHTS

INTERFUND TRANSFERS 2020

FUND	IN	OUT	PURPOSE
101 General (Corporate) Fund	200,000		SWANCC (from Fund 511)
	<u>\$200,000</u>	<u>\$0</u>	
215 CDBG Fund	\$42,800		from CPF for Road Work Completed (from Fund 401)
	<u>\$42,800</u>	<u>\$0</u>	
301 Debt Service Fund	690,300		Storm Water Control (from 426)
	<u>\$690,300</u>	<u>\$0</u>	
401 Capital Projects Fund	300,000		SWANCC (from Fund 511)
		42,800	to CDBG for Road Work Completed (to Fund 215)
	<u>\$300,000</u>	<u>\$42,800</u>	
426 Storm Water Control Fund		690,300	Debt Service for GO Bond (to Fund 301)
	500,000		Repayment from Water & Sewer for Loan (from Fund 505)
	<u>\$500,000</u>	<u>\$690,300</u>	
505 Water & Sewer Fund		500,000	Repayment to Storm Water for Loan (to Fund 426)
	<u>\$0</u>	<u>\$500,000</u>	
511 SWANCC		200,000	General Fund (to Fund 101)
		300,000	Capital Projects (to Fund 401)
	<u>\$0</u>	<u>\$500,000</u>	
TOTAL	<u>\$1,733,100</u>	<u>\$1,733,100</u>	

VILLAGE OF ARLINGTON HEIGHTS

CAPITAL IMPROVEMENT PROGRAM SUMMARY

The Village of Arlington Heights prepares annually a Capital Improvement Program (CIP) for the five-year period beginning with the next fiscal year. The CIP is a planning document which is reviewed by the Village Board and is prepared by the Village Manager and Finance Director with the assistance of all Department Heads. Included are capital expenditures projected to cost in excess of \$10,000 and have an expected lifetime of one or more years. The CIP is subject to further review and approval by the Village Board during the final budget process, based on available resources and expenditure requirements of the operations budget. What follows is a summary of all CIP expenditures and projects included in the 2020 budget.

CAPITAL SPENDING

Building & Land	\$ 2,886,500
Equipment	2,079,600
Signals	112,100
Storm Water Control	6,635,000
Streets	10,862,100
Sewer	425,000
Vehicles	1,572,500
Water	5,775,000
TOTAL	<u>\$ 30,347,800</u>

CAPITAL FUNDING

Capital Projects Fund	\$ 8,940,700
Motor Fuel Tax Fund	2,512,100
Storm Water Control Fund	6,635,000
Water & Sewer Fund	6,797,600
Municipal Parking Operations Fund	263,000
TIF Funds	2,042,000
Public Buildings Fund	560,000
Arts, Entertainment & Events Fund	99,000
Fleet Operations Fund	1,572,500
Technology Fund	841,800
Criminal Investigation Fund	84,100
TOTAL	<u>\$ 30,347,800</u>

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

			2019	2019	2020	2021	2022	2023	2024
CAPITAL SPENDING	FUND	PROJ #	EST ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Building & Land									
Overhead Door Replacement/Repair	Cap Proj	BL-90-04	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Overhead Door Replacement/Repair	Water	BL-90-04	0	0	10,000	10,000	10,000	10,000	10,000
Public Works Annex Improvements	Cap Proj	BL-93-02	10,000	10,000	10,000	10,000	24,000	10,000	10,000
Public Works Annex Improvements	Water	BL-93-02	20,000	20,000	20,000	20,000	19,000	19,000	19,000
Building Equipment Replacement	Cap Proj	BL-95-04	68,000	68,000	41,300	30,000	27,900	77,500	30,000
Municipal Buildings Refurbishing	Cap Proj	BL-95-05	169,900	205,500	40,000	20,000	271,400	178,200	40,000
Municipal Buildings Refurbishing	Fleet	BL-95-05	0	0	0	53,000	0	0	0
Roof Maintenance Program	Cap Proj	BL-95-06	253,300	253,300	0	0	0	0	0
Roof Maintenance Program	Water	BL-95-06	0	161,200	197,800	600,000	500,000	175,000	0
Heating Plant/Air Conditioner Replacement	Cap Proj	BL-96-01	92,000	92,000	23,000	23,000	42,000	130,000	45,000
Ongoing Maintenance to Brick Exteriors	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	50,000	30,000	40,000	30,000	30,000	30,000	30,000
Historical Society Museum - Building Repairs	Cap Proj	BL-96-04	50,000	50,000	50,000	50,500	25,000	25,000	25,000
Parking Structure Maintenance/Repairs	Parking	BL-00-06	92,100	92,100	200,000	0	75,000	1,150,500	0
Other Building Costs	Pub Bld	BL-11-10	48,200	47,000	0	0	0	0	0
Police Station - Architect	Pub Bld	BL-16-01	124,000	124,000	0	0	0	0	0
TIF IV Redevelopment	TIF IV	BL-16-05	0	750,000	750,000	500,000	500,000	500,000	500,000
Police Station - Construction / CM Fees	Pub Bld	BL-16-10	12,700	2,549,300	0	0	0	0	0
Police Station - Contingency	Pub Bld	BL-16-20	440,300	500,000	500,000	0	0	0	0
Metropolis Theater Triangle Rooms & Halls Refurbish	A&E	BL-17-01	0	7,000	0	0	0	0	0
Metropolis Theater - Replace Flooring MPAC	A&E	BL-17-06	0	0	25,000	0	0	0	0
Hickory Kensington TIF District Redevelopment	TIF HK	BL-18-01	700,000	1,500,000	800,000	500,000	500,000	500,000	500,000
LED Village Hall Clock Tower Lighting	Cap Proj	BL-19-01	17,500	19,000	0	0	0	0	0
IRMA Compliance Upgrades	Water	BL-19-02	39,800	39,800	16,400	16,400	16,400	16,400	10,400
LED Parking Garage Lighting Conversions	Parking	BL-19-03	48,000	48,000	48,000	48,000	48,000	48,000	48,000
Vail Garage Parking Guidance System	Parking	BL-19-05	491,000	491,000	0	0	0	0	0
Downtown Parking Signs	Parking	BL-19-06	165,300	165,300	0	0	0	0	0
Vail / North Garage Interior Signage	Parking	BL-19-07	22,300	22,300	0	0	0	0	0
Electric Vehicle Charging Stations, Vail	Cap Proj	BL-20-01	0	0	30,000	0	0	0	0
Senior Center Study	Pub Bld	BL-20-02	0	0	60,000	0	0	0	0
Sub-Total Building & Land			2,939,400	7,269,800	2,886,500	1,935,900	2,113,700	2,894,600	1,292,400
Equipment									
Operational Equipment - Public Works	Cap Proj	EQ-94-01	103,700	103,700	76,800	49,700	38,400	50,000	50,000
Operational Equipment - Public Works	Water	EQ-94-01	219,500	219,500	127,000	147,000	108,000	127,000	100,000
Operational Equipment - Police Department	Cap Proj	EQ-95-01	95,700	95,700	59,000	46,000	46,000	46,000	47,000
Operational Equipment - Police Department	Crim Inv	EQ-95-01	311,800	71,300	84,100	0	0	25,000	85,000
Operational Equipment - Fire Department	Cap Proj	EQ-95-02	483,600	483,600	235,000	81,000	112,000	101,000	100,000
Operational Equipment - Fire Department	FFIT	EQ-95-02	88,000	88,000	0	0	0	0	0
Office Equipment	Cap Proj	EQ-95-03	69,200	70,600	103,000	30,000	45,000	55,000	30,000
Office Equipment	Water	EQ-95-03	21,600	21,600	15,000	15,000	15,000	15,000	15,000
Operational Equipment - Municipal Fleet Services	Cap Proj	EQ-97-01	60,800	60,800	47,500	43,200	38,200	3,500	40,000
IT Equipment Replacement	IT	EQ-97-08	241,800	241,800	241,800	241,800	241,800	241,800	241,800
Emergency Generator Upgrades and Replacement	Water	EQ-99-02	879,500	879,500	10,000	922,400	0	521,900	0
Operational Equipment - Information Technology	Cap Proj	EQ-01-03	133,000	133,000	120,000	104,500	104,500	119,500	104,500
Metropolis Theater Capital Equipment	A&E	EQ-06-03	37,000	37,000	38,000	39,000	40,000	41,000	42,000
Patrol Vehicle Equipment Replacement Program	Cap Proj	EQ-08-03	80,900	80,900	75,000	50,000	50,000	50,000	50,000
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	103,600	103,600	60,000	61,500	63,300	65,200	30,000
Pumps & Motor Controls Rehab and Replacement	Water	EQ-15-30	139,500	139,500	141,400	106,000	64,600	94,600	90,000
Cable Access Broadcast & Video Streaming	Cap Proj	EQ-16-07	4,100	0	0	0	0	0	0
FF&E / Security / Telephone	Pub Bld	EQ-16-10	286,400	48,600	0	0	0	0	0
Metropolis Theater LED House Lighting	A&E	EQ-17-04	23,700	23,700	0	0	0	0	0
Metropolis Theater Speaker Towers	A&E	EQ-17-06	17,200	17,200	0	0	0	0	0
Metropolis Theater Moving Lights	A&E	EQ-17-07	7,000	7,000	0	0	0	0	0
Metropolis Theater Edison For Grid	A&E	EQ-17-08	0	11,000	11,000	0	0	0	0
Metropolis Theater Sound Console/ Board	A&E	EQ-17-09	35,000	35,000	0	0	0	0	0
Metropolis Theater Replace Smoke Detectors	A&E	EQ-17-10	0	25,000	25,000	0	0	0	0
Metropolis Theater LED Series 2	A&E	EQ-17-11	0	0	0	60,000	0	0	0
Lighting Fixtures in Theater	A&E	EQ-18-03	0	0	0	0	35,000	0	0
Wireless Microphones	A&E	EQ-18-05	0	0	0	0	14,000	0	0
Stage Curtains	A&E	EQ-19-01	23,800	0	0	0	0	0	0
Rear Projectors	A&E	EQ-19-02	14,000	0	0	0	0	0	0
Stage Light Control Systems - Dimmer Rack	A&E	EQ-19-03	0	0	0	0	0	65,000	65,000
Village ERP Software Replacement	IT	EQ-19-04	37,000	200,000	600,000	1,500,000	0	0	0
Metropolis Theater Replace Dock Door	A&E	EQ-19-05	0	0	0	15,000	0	0	0
Sub-Total Equipment			3,527,400	3,207,600	2,079,600	3,522,100	1,025,800	1,631,500	1,100,300

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

CAPITAL SPENDING (continued)			2019	2019	2020	2021	2022	2023	2024
FUND	PROJ #	EST ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Signals									
Traffic Signal Maintenance	MFT	SG-03-02	110,400	110,400	112,100	114,500	116,800	119,100	119,100
Traffic Signal Improvements at Northwest Highway/Wilke Rd	Cap Proj	SG-08-02	70,600	70,600	0	0	0	0	0
Dundee Road/Kennicott Avenue Pedestrian Actuation	Cap Proj	SG-14-05	56,900	56,900	0	0	0	0	0
Traffic Signal Pedestrian Upgrade - Central Road at Arthur	Cap Proj	SG-14-10	52,300	52,300	0	0	0	0	0
Traffic Signals LED Upgrade	Cap Proj	SG-14-15	17,000	17,000	0	0	0	0	0
Algonquin Rd. and New Wilke Rd intersection Improvement	Cap Proj	SG-17-01	200,000	200,000	0	0	0	0	0
Pedestrian/Bicycle crossing Lake-Cook Rd./Wilke Rd.	Cap Proj	SG-18-01	50,000	50,000	0	0	0	0	0
Sub-Total Signals			557,200	557,200	112,100	114,500	116,800	119,100	119,100
Streets									
Street Program	Cap Proj	ST-90-08	6,587,400	6,587,400	6,157,200	6,300,000	6,400,000	6,500,000	6,600,000
Street Rehabilitation Program	MFT	ST-90-09	1,800,000	1,800,000	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000
Sidewalk & Curb Replacement	Cap Proj	ST-90-11	385,800	385,800	395,000	405,000	415,000	425,000	435,000
Pavement Crack Sealing Program	Cap Proj	ST-92-01	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Green Corridor Beautification	TIF IV	ST-99-03	0	150,000	160,000	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
Paver Brick Maintenance	Cap Proj	ST-05-01	885,300	885,300	412,000	412,000	75,000	75,000	75,000
Northwest Highway/Davis Street/Arthur Avenue Intersection	Cap Proj	ST-05-03	338,500	338,500	0	0	0	0	0
Downtown Street Furniture	Cap Proj	ST-14-01	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Downtown Streetscape Improvements	Cap Proj	ST-15-35	205,000	205,000	200,000	0	0	0	0
Northwest Highway (Rt. 14) Corridor Landscaping Improver	Cap Proj	ST-16-20	63,700	63,700	101,000	75,000	77,000	0	0
Davis Street/Sigwalt Street Fencing/Landscape Upgrade	Cap Proj	ST-17-02	20,000	20,000	14,900	0	0	0	0
Rand Road Corridor Identification Enhancement	Cap Proj	ST-17-20	254,900	254,900	230,000	248,800	43,000	0	0
Rand Road Corridor Identification Enhancement	TIF V	ST-17-20	23,000	378,500	332,000	28,800	101,800	0	0
Downtown Light Ceiling	Cap Proj	ST-17-26	20,200	20,200	0	0	0	0	0
Kensington Road & Multi-Use Path Improvements	Cap Proj	ST-18-01	300,000	300,000	0	0	0	0	0
Surface Treatment - Streets	Cap Proj	ST-18-02	150,000	150,000	150,000	150,000	150,000	150,000	150,000
LED Street Lighting Conversions	Cap Proj	ST-19-01	64,000	64,000	64,000	64,000	64,000	64,000	64,000
South Arlington Heights Road Corridor	Cap Proj	ST-19-03	200,000	200,000	0	0	0	0	0
Bike Plan/Bike Route Pavement Marking	Cap Proj	ST-19-04	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Vail Ave Permeable Paver / Pedestrian Mall Preliminary Engi	Cap Proj	ST-20-01	0	0	6,000	0	0	0	0
Sub-Total Streets			11,537,800	12,043,300	10,862,100	10,323,600	9,965,800	9,854,000	9,964,000
Sewers									
Sewer Rehab/Replacement Program	Water	SW-90-01	400,000	400,000	425,000	450,000	475,000	475,000	475,000
Backyard Drainage Improvements	Storm Water	SW-11-02	782,167	782,167	500,000	400,000	300,000	300,000	300,000
Storm Sewer Rehab/Replacement Program	Storm Water	SW-15-20	835,600	835,600	500,000	500,000	500,000	500,000	500,000
Enhanced Overhead Sewer Program	Storm Water	SW-18-01	250,000	250,000	250,000	250,000	250,000	135,000	135,000
Storm Water Control - Cypress Detention Basin/Lift Station	Storm Water	SW-18-02	3,613,300	3,613,300	0	0	0	0	0
Greenbriar/ Roanoke/ Wilke	Storm Water	SW-18-03	0	0	3,100,000	0	0	0	0
Campbell/ Sigwalt	Storm Water	SW-18-04	3,753,000	3,753,000	0	0	0	0	0
Area C/NW - Burr Oak Burning Tree	Storm Water	SW-20-01	0	0	1,637,000	0	0	0	0
Area C/SE - Hintz Rd W of AH Rd	Storm Water	SW-20-02	0	0	648,000	0	0	0	0
St. Pondering Area - Race Ave & Chicago Ave	Storm Water	SW-20-03	0	0	0	0	0	800,000	0
Manhole Rehabilitation	Water	SW-20-04	0	0	0	0	0	25,000	50,000
Sub-Total Sewers			9,634,067	9,634,067	7,060,000	1,600,000	1,525,000	2,235,000	1,460,000
Vehicles									
Vehicle and Special Equipment Replacement - Public Work	Fleet	VH-95-01	1,914,400	1,914,400	952,700	1,450,000	701,300	1,078,400	560,000
Vehicle and Special Equipment Replacement - Water & Sev	Fleet	VH-95-02	426,900	426,900	98,400	382,500	220,900	0	461,000
Vehicle Replacement - Police Department	Fleet	VH-95-03	746,000	746,000	247,600	219,500	246,100	199,800	281,800
Vehicle Replacement - Fire Department	Fleet	VH-95-04	645,600	645,600	39,800	470,600	1,371,600	1,253,700	0
Vehicle Replacement - Municipal Fleet Services	Fleet	VH-95-06	0	0	52,000	48,000	0	0	0
Vehicle Replacement - Municipal Parking Operations	Fleet	VH-95-08	0	0	109,000	0	0	0	0
Vehicle Replacement - Building & Health Services Departm	Fleet	VH-95-10	0	0	73,000	25,000	30,000	0	0
Vehicle Replacement - Planning Department	Fleet	VH-95-12	0	0	0	0	0	0	26,000
Sub-Total Vehicles			3,732,900	3,732,900	1,572,500	2,595,600	2,569,900	2,531,900	1,328,800
Water									
Watermain Replacement Program	Water	WA-90-01	3,494,300	3,494,300	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000
Automatic Meter Reading System	Water	WA-03-02	0	0	400,000	1,037,300	1,050,000	1,050,000	1,050,000
Water Tank Repainting	Water	WA-11-01	1,456,900	1,456,900	875,000	1,036,400	525,000	563,000	1,500,000
Deep Well Rehabilitation	Water	WA-11-02	0	0	0	0	0	15,000	15,000
Sub-Total Water			4,951,200	4,951,200	5,775,000	6,573,700	6,075,000	6,128,000	7,065,000
Total Capital Spending			36,879,967	41,396,067	30,347,800	26,665,400	23,392,000	25,394,100	22,329,600

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

CAPITAL FUNDING BY FUND	2019 EST ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
Capital Projects Fund	11,923,300	11,937,700	8,940,700	8,482,700	8,338,400	8,349,700	8,185,500
Water & Sewer Fund	6,774,700	6,935,900	6,797,600	8,922,000	7,346,300	7,672,100	7,864,400
Motor Fuel Tax Fund	1,910,400	1,910,400	2,512,100	2,514,500	2,516,800	2,519,100	2,519,100
Criminal Investigation Fund	311,800	71,300	84,100	0	0	25,000	85,000
Municipal Parking Operations Fund	833,700	833,700	263,000	63,000	138,000	1,213,500	63,000
TIF Funds	723,000	2,778,500	2,042,000	1,028,800	1,101,800	1,000,000	1,000,000
Storm Water Control Fund	9,234,067	9,234,067	6,635,000	1,150,000	1,050,000	1,735,000	935,000
Public Buildings Fund	911,600	3,268,900	560,000	0	0	0	0
Arts, Entertainment & Events Fund	157,700	162,900	99,000	114,000	89,000	106,000	107,000
Fleet Operations Fund	3,732,900	3,732,900	1,572,500	2,648,600	2,569,900	2,531,900	1,328,800
Technology Fund	278,800	441,800	841,800	1,741,800	241,800	241,800	241,800
Foreign Fire Insurance Tax Fund	88,000	88,000	0	0	0	0	0
Total Capital Funding	36,879,967	41,396,067	30,347,800	26,665,400	23,392,000	25,394,100	22,329,600

CAPITAL FUNDING BY REVENUE SOURCE	2019 EST ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
Charges to Operations	3,974,700	3,974,700	1,814,300	2,890,400	2,811,700	2,773,700	1,570,600
Motor Fuel Tax Allotment	1,900,000	1,900,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Taxes							
Food & Beverage Tax	157,700	162,900	99,000	114,000	89,000	106,000	107,000
Property Tax	5,400,000	5,400,000	5,500,000	5,600,000	5,700,000	5,800,000	5,900,000
Property Tax Increment	723,000	2,778,500	2,042,000	1,028,800	1,101,800	1,000,000	1,000,000
Home Rule Sales Tax	1,803,900	1,803,900	1,840,000	1,895,000	1,952,000	2,011,000	2,011,000
Water Sales	6,774,700	6,935,900	6,797,600	8,922,000	7,346,300	7,672,100	7,545,500
Bond Proceeds	0	0	6,164,400	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	1,800,000	1,800,000	0	0	0	0
Operating Transfer In	320,000	320,000	300,000	300,000	300,000	300,000	300,000
Cash on Hand/Reserves	14,011,967	14,802,967	0	2,019,700	195,700	1,835,800	0
Total Capital Funding	36,879,967	41,396,067	30,347,800	26,665,400	23,392,000	25,394,100	22,329,600

CAPITAL IMPROVEMENT PROGRAM (CIP) IMPACT ON THE 2020 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:

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 2020 Budget includes an annual increase in Public Works overtime. However, the new LED lights will last much longer and use less energy, reducing long-term electricity and labor costs.

WATER

Project Name: Watermain Replacement Program

Description: Replacement of aging watermain throughout the Village.

Budget: \$4,500,000

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

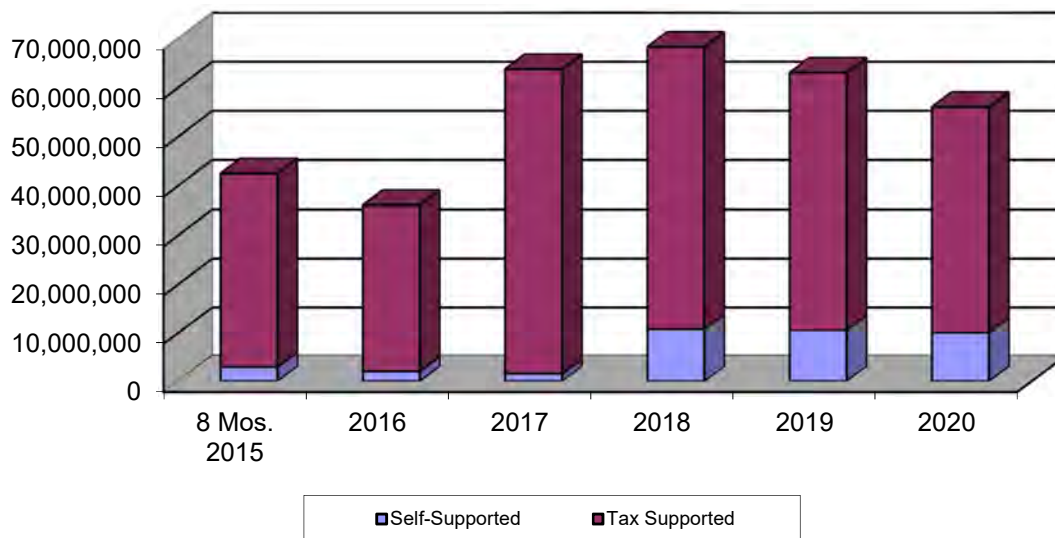
OVERVIEW AND DEBT FINANCING PRINCIPLES

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.

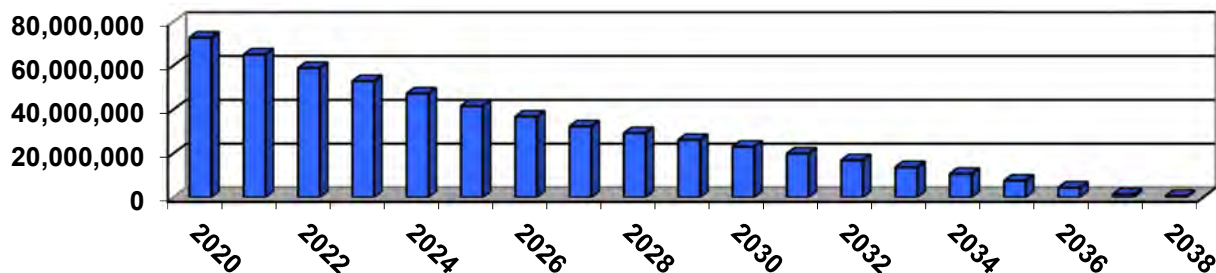
VILLAGE OF ARLINGTON HEIGHTS
Outstanding Bond Debt (Principal Only)
Fiscal Years Ending 2015 through 2020



DEBT SUMMARY

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

Total Principal & Interest Outstanding
2020 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

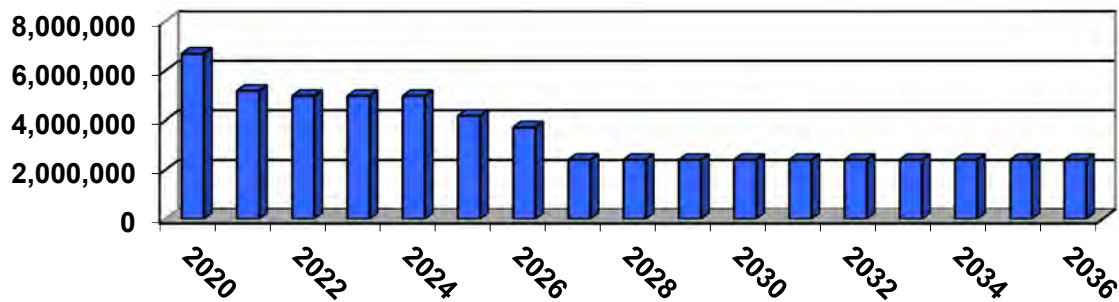
The Village’s general obligation bond rating is Aa1 from Moody’s Investors Service. A general obligation bond has the full faith and credit of the Village pledged. The general obligation alternate revenue bonds, which are a pledge of a specific revenue source, (i.e. utility taxes, sales taxes, water 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
2020 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

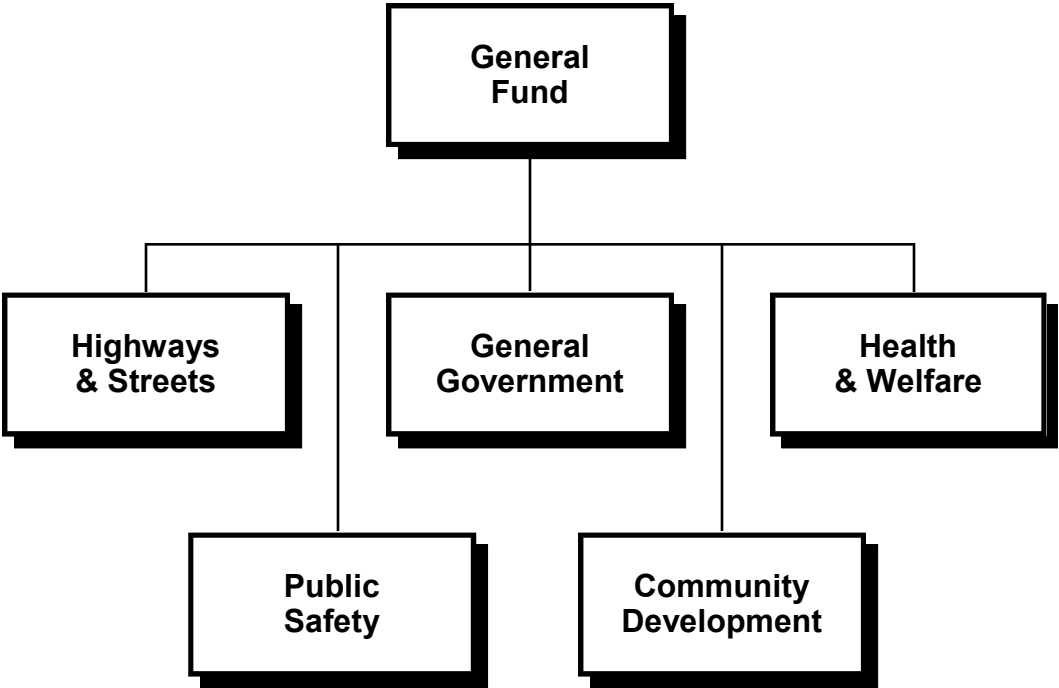
AS OF December 31, 2019

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	810,000
2012A G. O. Refunding Bonds	Partial Refunding of 2004 Public Building Bonds	9,670,000	12/1/2022	5,520,000
2014 G. O. Road Improvement Bonds	Street resurfacing and sidewalk replacement	8,000,000	12/1/2020	860,000
2016 G.O. Police Station Bonds	Design and build new police station	32,900,000	12/1/2036	31,590,000
2018 G.O. Storm Sewer Bonds	Improvement of storm sewer infrastructure	9,530,000	12/1/2038	9,290,000
2019 G. O. Refunding Bonds	Partial Refunding of 2011 Refunding Bonds	7,985,000	12/1/2026	7,985,000
TOTAL ALL BONDS				56,055,000

ANNUAL DEBT SERVICE REQUIREMENTS

(PRINCIPAL AND INTEREST)

ISSUE	FUNDING SOURCE	2016 ACTUAL	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET
2003B Refunding of 1997B Senior Center	Property Tax	322,400	0	0	0	0
2004 Public Buildings	Property Tax	0	0	0		
2006 Public Buildings	Property Tax	0	0	0	0	0
2006A Refunding of 1997C & 1998A	Property Tax	354,600	357,000	358,800	0	0
2009A Refunding of 2001	Property Tax	0	0	0	0	0
2009B Street Resurfacing	Property Tax	0	0	0	0	0
2011 Partial Refunding of 2004 Public Bldg	Property Tax	440,500	439,300	442,650	187,931	0
2012A Partial Refunding of 2004 Public Bldg	Property Tax	767,100	1,170,400	1,150,400	1,130,400	2,110,400
2013 Partial Refunding of 2006 Public Bldg	Property Tax	2,421,050	2,242,000	1,671,200	2,080,000	0
2014 Road Improvements	Property Tax	1,502,550	1,501,050	1,500,550	1,503,850	885,800
2016 Police Building	Property Tax	884,478	1,094,200	1,759,200	1,719,250	3,294,900
2019 Partial Refunding of 2011 Partial Refunding	Property Tax	0	0	0	80,959	399,250
SUBTOTAL - PROPERTY TAX		6,692,678	6,803,950	6,882,800	6,702,390	6,690,350
2003A Refunding of 1997A TIF III	TIF Property Tax Increments	265,200	0	0	0	0
SUBTOTAL - TIF FUNDING		265,200	0	0	0	0
2010 Refunding of 2002A NWCDs Building	Northwest Central Dispatch Rent	282,300	281,550	285,675	288,325	285,675
2018 Storm Sewer Improvements	Storm Water Utility Fee	0	0	0	690,878	689,300
SUBTOTAL - OPERATING REVENUE		282,300	281,550	285,675	979,203	974,975
TOTAL		7,240,178	7,085,500	7,168,475	7,681,593	7,665,325



► 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.

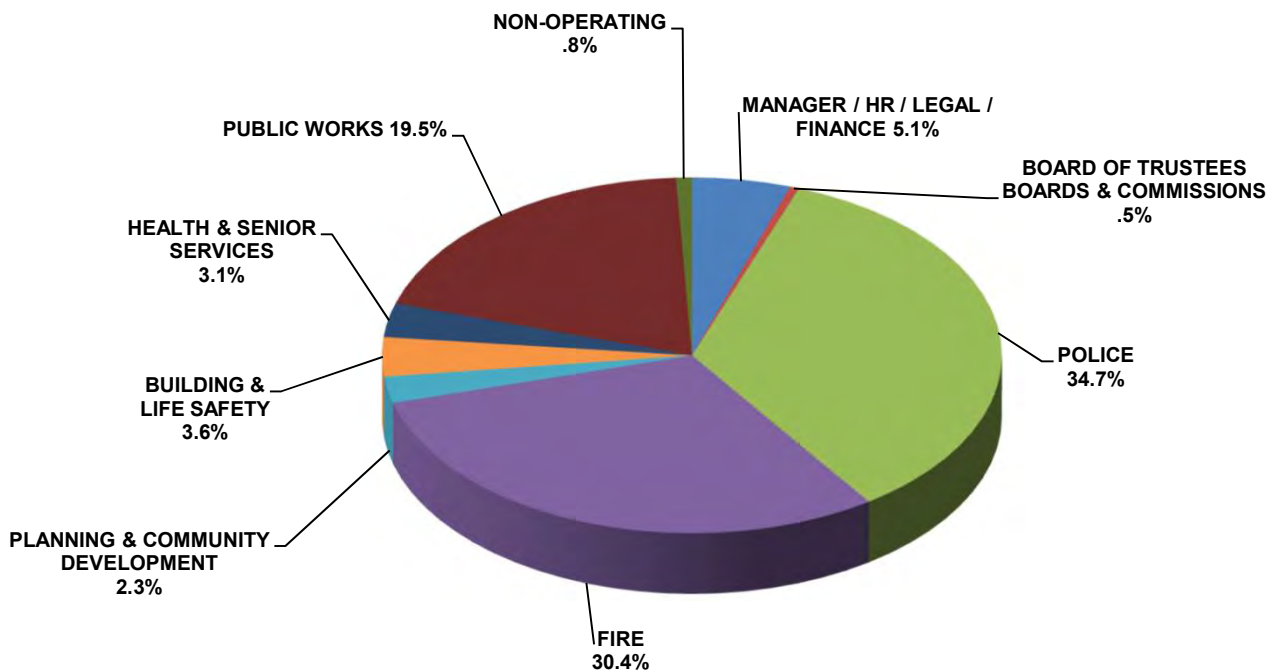
► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$59,070,056	\$62,247,827	\$64,043,000	\$63,338,400	\$64,883,400	\$1,545,000	2.4%
Intergovernmental	182,041	273,471	272,800	247,800	243,000	(4,800)	(1.9%)
Licenses & Permits	4,033,890	4,314,641	4,252,500	3,833,500	4,262,500	429,000	11.2%
Fees	4,330,746	5,143,498	5,203,000	5,251,000	5,226,800	(24,200)	(0.5%)
Fines	567,975	535,678	571,100	586,100	571,100	(15,000)	(2.6%)
Service Charges	2,069,096	2,057,768	2,088,600	2,086,600	2,145,700	59,100	2.8%
Interest Income	211,148	474,478	471,000	150,000	411,000	261,000	174.0%
Sales/Reimbursable/Rents	151,302	127,393	143,000	138,500	143,000	4,500	3.2%
Other	379,855	552,696	323,900	319,900	350,000	30,100	9.4%
Total Revenues	\$70,996,109	\$75,727,450	\$77,368,900	\$75,951,800	\$78,236,500	\$2,284,700	3.0%
Interfund Transfers In	300,955	200,000	200,000	200,000	200,000	0	0.0%
Total Revenues and Interfund Transfers In	\$71,297,064	\$75,927,450	\$77,568,900	\$76,151,800	\$78,436,500	\$2,284,700	3.0%
Expenditures							
Personal Services	\$56,375,654	\$61,119,457	\$60,344,100	\$60,818,100	\$63,148,800	\$2,330,700	3.8%
Contractual Services	10,712,642	11,144,878	11,896,000	11,853,887	11,710,200	(143,687)	(1.2%)
Commodities	2,014,439	2,182,503	2,649,500	2,677,648	2,538,500	(139,148)	(5.2%)
Other Charges	854,910	927,613	1,021,000	1,032,311	1,039,000	6,689	0.6%
Total Expenditures	\$69,957,645	\$75,374,451	\$75,910,600	\$76,381,946	\$78,436,500	\$2,054,554	2.7%
Interfund Transfers Out	2,000,000	495,012	452,700	452,700	0	(452,700)	(100.0%)
Total Expenditures and Interfund Transfers Out	\$71,957,645	\$75,869,463	\$76,363,300	\$76,834,646	\$78,436,500	\$1,601,854	2.1%
Revenues over (under) Expenditures	(\$660,581)	\$57,987	\$1,205,600	(\$682,846)	\$0	\$682,846	(100.0%)
BEGINNING FUND BALANCE	29,756,696	29,096,115	29,154,102	29,154,102	30,359,702	1,205,600	4.1%
ENDING FUND BALANCE	\$29,096,115	\$29,154,102	\$30,359,702	\$28,471,256	\$30,359,702	\$1,888,446	6.6%

GENERAL FUND EXPENDITURE SUMMARY

101

Dept No.	General Fund	Actual 2017	Actual 2018	Projected Actual 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
0101	Board of Trustees	160,925	156,656	165,400	174,400	173,300	(1,100)	(0.6%)
0201	Integrated Services	892,616	898,685	967,900	979,800	1,031,400	51,600	5.3%
0301	Human Resources	381,023	396,939	411,200	403,500	424,100	20,600	5.1%
0401	Legal	731,882	733,507	784,800	784,000	779,500	(4,500)	(0.6%)
0501	Finance	1,611,170	1,648,806	1,688,300	1,718,300	1,781,100	62,800	3.7%
1001	Boards & Commissions	122,273	175,536	154,800	167,700	210,500	42,800	25.5%
3001	Police/Police Grant	24,377,532	26,448,394	26,204,600	26,603,907	27,249,100	645,193	2.4%
3501	Fire	21,622,043	23,795,876	23,292,100	22,984,802	23,808,300	823,498	3.6%
4001	Planning	1,695,064	1,821,947	1,774,100	1,796,121	1,873,400	77,279	4.3%
4501	Building Services	2,399,452	2,500,774	2,654,800	2,667,800	2,789,700	121,900	4.6%
7001	Health Services	1,614,868	1,656,687	1,741,200	1,749,400	1,789,600	40,200	2.3%
7007	Senior Services	499,975	530,149	581,100	582,337	614,200	31,863	5.5%
7101	Public Works	13,277,412	14,067,631	14,820,800	15,100,379	15,262,300	161,921	1.1%
9901	Non-Operating	2,571,410	1,037,876	1,122,200	1,122,200	650,000	(472,200)	(42.1%)
TOTAL EXPENDITURES		71,957,645	75,869,463	76,363,300	76,834,646	78,436,500	1,601,854	2.1%
TOTAL REVENUES		71,297,064	75,927,450	77,568,900	76,151,800	78,436,500	2,284,700	3.0%
SURPLUS (DEFICIT)		(660,581)	57,987	1,205,600	(682,846)	0	682,846	(100.0%)
BEGINNING FUND BALANCE		29,756,696	29,096,115	29,154,102	29,154,102	30,359,702	1,205,600	4.1%
ENDING FUND BALANCE		29,096,115	29,154,102	30,359,702	28,471,256	30,359,702	1,888,446	6.6%



GENERAL FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-0000-401.03-00	Real Estate Tax IMRF	1,727,128	1,750,844	1,387,000	1,387,000	1,819,000	432,000	31.1%
101-0000-401.04-00	Real Estate Tax FICA	1,343,544	1,382,870	1,427,000	1,427,000	1,480,000	53,000	3.7%
101-0000-401.10-00	Police Pension	3,942,744	3,816,991	4,017,000	4,017,000	4,209,000	192,000	4.8%
101-0000-401.11-00	Fire Pension	4,861,912	4,772,487	4,953,000	4,953,000	5,130,000	177,000	3.6%
101-0000-401.12-00	Police Protection	4,932,797	5,645,234	6,245,000	6,245,000	6,047,800	(197,200)	(3.2%)
101-0000-401.13-00	Fire Protection	4,932,797	5,645,234	6,245,000	6,245,000	6,047,800	(197,200)	(3.2%)
Real Estate Taxes		21,740,921	23,013,660	24,274,000	24,274,000	24,733,600	459,600	1.9%
101-0000-402.10-00	Hotel Tax	1,043,795	1,078,944	1,075,000	1,060,000	1,075,000	15,000	1.4%
101-0000-402.15-00	Admissions Tax	28,394	25,406	30,000	30,000	30,000	0	0.0%
101-0000-402.25-00	Food & Beverage Tax	1,970,860	2,076,857	2,068,000	2,068,000	2,116,000	48,000	2.3%
101-0000-402.30-00	Sales Tax Home Rule	5,000,579	5,366,766	5,368,000	5,345,300	5,487,000	141,700	2.7%
101-0000-402.35-00	Road & Bridge Tax	228,385	232,069	240,000	270,000	240,000	(30,000)	(11.1%)
101-0000-402.45-00	Telecommunications Tax	2,586,731	2,437,145	2,269,000	2,503,700	2,156,000	(347,700)	(13.9%)
101-0000-402.50-00	Electric Utility Tax	3,002,840	3,086,808	3,000,000	3,100,000	3,100,000	0	0.0%
101-0000-402.55-00	Natural Gas Utility Tax	1,985,369	2,330,903	2,254,000	2,200,000	2,200,000	0	0.0%
Business Taxes		15,846,954	16,634,898	16,304,000	16,577,000	16,404,000	(173,000)	(1.0%)
101-0000-403.05-00	Sales Tax	12,064,683	12,787,847	12,796,000	12,667,400	12,693,000	25,600	0.2%
101-0000-403.06-00	Local Use Tax	2,027,665	2,167,590	2,400,000	2,061,100	2,600,000	538,900	26.1%
101-0000-403.10-00	Auto Rental Tax	27,179	28,799	28,000	27,000	28,000	1,000	3.7%
101-0000-403.15-00	State Income Tax	6,897,965	7,192,128	7,800,000	7,281,900	7,974,800	692,900	9.5%
101-0000-403.25-00	Replacement Tax	464,689	422,905	441,000	450,000	450,000	0	0.0%
Intergovernmental Taxes		21,482,181	22,599,269	23,465,000	22,487,400	23,745,800	1,258,400	5.6%
Total Taxes		59,070,056	62,247,827	64,043,000	63,338,400	64,883,400	1,545,000	2.4%
101-0000-411.35-00	Training Reimbursement	31,638	19,872	20,000	20,000	20,000	0	0.0%
101-0000-411.36-00	Task Force Reimbursement	12,784	32,494	25,000	15,000	25,000	10,000	66.7%
101-0000-411.53-00	State Charitable Game Tax	13,095	18,405	15,000	0	15,000	15,000	N/A
101-0000-411.70-00	Other Grants	101,524	179,700	189,800	189,800	160,000	(29,800)	(15.7%)
101-0000-411.80-00	Counselor in the Park	23,000	23,000	23,000	23,000	23,000	0	0.0%
Total Intergovernmental		182,041	273,471	272,800	247,800	243,000	(4,800)	(1.9%)
101-0000-421.05-00	Vehicle License	1,229,699	1,216,877	1,430,000	1,230,000	1,430,000	200,000	16.3%
101-0000-421.10-00	Business License	709,917	714,343	720,000	695,000	720,000	25,000	3.6%
101-0000-421.15-00	Dog License	62,047	62,741	62,000	62,000	62,000	0	0.0%
101-0000-421.20-00	Liquor License	428,095	427,380	425,000	425,000	425,000	0	0.0%
101-0000-421.25-00	Public Chauffeur License	840	880	1,000	1,000	1,000	0	0.0%
101-0000-421.30-00	Multiple Dwelling License	72,937	68,753	70,000	75,000	70,000	(5,000)	(6.7%)
101-0000-421.99-00	Misc License Revenue	21,702	7,889	0	0	0	0	N/A
Licenses		2,525,237	2,498,863	2,708,000	2,488,000	2,708,000	220,000	8.8%
101-0000-422.05-00	Building Permits	1,126,567	1,503,941	1,200,000	1,000,000	1,200,000	200,000	20.0%
101-0000-422.07-00	Foundation Only Permits	0	310	0	0	0	0	N/A
101-0000-422.10-00	Electrical Permits	110,295	99,017	115,000	115,000	115,000	0	0.0%
101-0000-422.15-00	Plumbing Permits	94,803	79,401	90,000	90,000	90,000	0	0.0%
101-0000-422.20-00	Sign Permits	12,400	13,760	13,000	10,000	13,000	3,000	30.0%
101-0000-422.25-00	Elevator Permits	86,142	52,703	70,000	80,000	80,000	0	0.0%
101-0000-422.30-00	Occupancy Permits	29,240	24,760	25,000	25,000	25,000	0	0.0%
101-0000-422.35-00	Driveway Permits	8,364	11,425	6,000	4,000	6,000	2,000	50.0%
101-0000-422.45-00	Air Conditioning Permits	13,171	14,578	14,000	10,000	14,000	4,000	40.0%
101-0000-422.50-00	Swimming Pool Permits	4,825	3,275	1,000	1,000	1,000	0	0.0%
101-0000-422.60-00	Chimney Permits	5,052	2,160	2,000	2,000	2,000	0	0.0%
101-0000-422.65-00	Wrecking Permits	16,809	8,375	7,500	7,500	7,500	0	0.0%
101-0000-422.70-00	Other Permits	985	2,073	1,000	1,000	1,000	0	0.0%
Permits		1,508,654	1,815,778	1,544,500	1,345,500	1,554,500	209,000	15.5%
Total Licenses & Permits		4,033,890	4,314,641	4,252,500	3,833,500	4,262,500	429,000	11.2%

GENERAL FUND

REVENUES

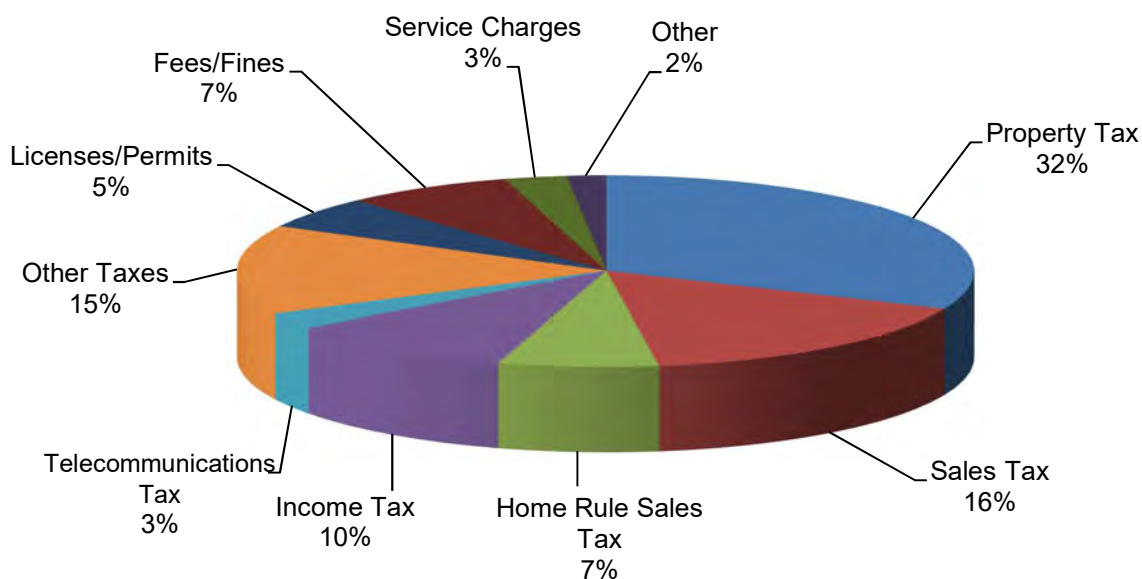
Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-0000-431.34-00	Cable Franchise Fees	1,575,254	1,479,730	1,500,000	1,600,000	1,500,000	(100,000)	(6.3%)
101-0000-431.38-01	FOIA Photocopy Fees	58	0	0	0	0	0	N/A
101-0000-431.40-00	Other Fees	52,147	42,145	40,000	40,000	40,000	0	0.0%
101-0000-431.50-00	Special PW Detail Fees	10,262	12,191	10,000	10,000	7,900	(2,100)	(21.0%)
	General Govern Fees	1,637,721	1,534,066	1,550,000	1,650,000	1,547,900	(102,100)	(6.2%)
101-0000-432.02-00	Plan Commission Hearing	18,670	26,330	20,000	18,000	20,000	2,000	11.1%
101-0000-432.06-00	Rezoning Zoning Variation	14,890	9,100	10,000	10,000	10,000	0	0.0%
101-0000-432.08-00	Plan Examination Fees	102,155	104,082	100,000	90,000	100,000	10,000	11.1%
101-0000-432.09-00	Fire Plan Examination Fee	40,805	44,848	42,000	40,000	42,000	2,000	5.0%
101-0000-432.12-00	Engineering Service Fees	109,998	196,429	110,000	80,000	110,000	30,000	37.5%
	Comm Develop Fees	286,518	380,789	282,000	238,000	282,000	44,000	18.5%
101-0000-433.14-00	Ambulance Service Fees	1,682,159	2,527,278	2,650,000	2,650,000	2,650,000	0	0.0%
101-0000-433.16-00	Special Police Detail Fee	227,530	223,097	225,000	225,000	242,700	17,700	7.9%
101-0000-433.18-00	Police Counselor Fees	324,986	311,897	325,000	325,000	325,000	0	0.0%
101-0000-433.19-00	Police Records Fees	10,687	12,096	10,000	10,000	10,000	0	0.0%
101-0000-433.20-00	Special Fire Detail Fees	52,615	48,146	50,000	45,000	58,200	13,200	29.3%
101-0000-433.22-00	False Alarm Fees	34,000	29,250	35,000	35,000	35,000	0	0.0%
101-0000-433.24-00	Chemical Users Fee	13,210	11,590	12,000	10,000	12,000	2,000	20.0%
101-0000-433.26-00	DUI Administrative Fee	57,000	57,200	60,000	60,000	60,000	0	0.0%
	Public Safety Fees	2,402,187	3,220,554	3,367,000	3,360,000	3,392,900	32,900	1.0%
101-0000-434.28-00	Weed Cutting Fees	4,295	7,965	4,000	3,000	4,000	1,000	33.3%
101-0000-434.32-00	Animal Detention Fees	25	125	0	0	0	0	N/A
	Health & Welfare Fees	4,320	8,090	4,000	3,000	4,000	1,000	33.3%
	Total Fees	4,330,746	5,143,499	5,203,000	5,251,000	5,226,800	(24,200)	(0.5%)
101-0000-441.05-00	Traffic Court Fines	273,041	218,023	270,000	280,000	270,000	(10,000)	(3.6%)
101-0000-441.10-00	Dog Fines	0	0	100	100	100	0	0.0%
101-0000-441.15-00	Parking Fines	217,894	218,142	220,000	225,000	220,000	(5,000)	(2.2%)
101-0000-441.15-01	Parking Fines Amnesty	22,548	17,139	20,000	20,000	20,000	0	0.0%
101-0000-441.22-00	Compliance Ticket Fines	6,922	6,370	6,000	6,000	6,000	0	0.0%
101-0000-441.25-00	Ordinance Ticket Fines	43,985	73,251	50,000	50,000	50,000	0	0.0%
101-0000-441.30-00	Crime Prevention Fines	0	0	0	0	0	0	N/A
101-0000-441.35-00	Other Fines	3,585	2,753	5,000	5,000	5,000	0	0.0%
	Total Fines	567,975	535,678	571,100	586,100	571,100	(15,000)	(2.6%)
101-0000-451.05-00	Service Charge Escrow	10,008	19,522	7,000	5,000	7,000	2,000	40.0%
101-0000-451.10-00	Service Charge Guaranty	4,388	9,646	3,000	3,000	3,000	0	0.0%
101-0000-451.15-00	Service Charge Parking	356,400	281,700	281,700	281,700	287,300	5,600	2.0%
101-0000-451.30-00	Service Charge Water	1,618,300	1,666,900	1,716,900	1,716,900	1,768,400	51,500	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	2,069,096	2,057,768	2,088,600	2,086,600	2,145,700	59,100	2.8%
101-0000-461.02-00	Interest on Investments	156,862	331,081	311,000	100,000	311,000	211,000	211.0%
101-0000-462.10-00	Market Value Adjustments	54,286	143,395	160,000	50,000	100,000	50,000	100.0%
	Total Interest Income	211,148	474,476	471,000	150,000	411,000	261,000	174.0%
101-0000-471.14-00	Property Damage Claims	5,027	0	0	0	0	0	N/A
101-0000-471.16-00	Damage to Lights Signs	57,114	35,452	50,000	50,000	50,000	0	0.0%
101-0000-471.18-00	Damage to Trees	987	3,721	3,000	3,000	3,000	0	0.0%
	Property Damage	63,128	39,173	53,000	53,000	53,000	0	0.0%

GENERAL FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-0000-472.24-00	Sale of Equipment	2,488	8,451	5,000	2,000	5,000	3,000	150.0%
101-0000-472.28-00	Sale of Scrap	1,303	3,688	2,000	1,500	2,000	500	33.3%
101-0000-472.36-00	Sale of Plans Bid Specs	2,660	2,180	2,000	1,000	2,000	1,000	100.0%
101-0000-472.38-00	Sale of Printed Matter	17	0	0	0	0	0	N/A
101-0000-472.82-00	Rents and Concessions	34,112	27,212	34,000	34,000	34,000	0	0.0%
101-0000-472.82-01	Train Station Rents	13,358	13,985	13,000	13,000	13,000	0	0.0%
	Sales & Rents	53,938	55,516	56,000	51,500	56,000	4,500	8.7%
101-0000-473.05-00	Traffic Signal Control Maint	34,236	32,704	34,000	34,000	34,000	0	0.0%
	Reimbursables	34,236	32,704	34,000	34,000	34,000	0	0.0%
	Total Sales/Reimbursables	151,302	127,393	143,000	138,500	143,000	4,500	3.2%
101-0000-481.50-00	Hearts of Gold Awards Dinner	0	0	0	0	19,000	19,000	N/A
101-0000-481.55-00	Spec Events Prem Sponsor	2,500	0	0	0	0	0	N/A
	Special Events	2,500	0	0	0	19,000	19,000	N/A
101-0000-483.10-00	NWCH in Lieu of RE Tax	214,868	225,611	236,800	236,800	243,900	7,100	3.0%
101-0000-483.46-00	Senior Center	9,718	7,495	7,000	5,000	7,000	2,000	40.0%
101-0000-483.59-00	Disabled Citizen Donation	670	588	100	100	100	0	0.0%
	Donations	225,256	233,694	243,900	241,900	251,000	9,100	3.8%
101-0000-484.16-00	Class 6B Rebate	78,422	137,231	0	0	0	0	N/A
101-0000-484.48-00	Wellness Programs	12,655	5,957	12,000	13,000	12,000	(1,000)	(7.7%)
101-0000-484.49-00	Wellness Home Visits	4,264	2,770	5,000	5,000	5,000	0	0.0%
101-0000-484-50-00	Affordable Housing Trust	20,000	62,500	0	0	0	0	N/A
101-0000-484.61-00	A H Emergency Assistance	26,600	23,350	23,000	20,000	23,000	3,000	15.0%
101-0000-484.62-00	Mayors Alcohol Prevention	0	0	0	0	0	0	N/A
	Special Operations	141,941	231,808	40,000	38,000	40,000	2,000	5.3%
101-0000-489.85-00	Bad Debt Recovery	14,883	9,373	10,000	10,000	10,000	0	0.0%
101-0000-489.90-00	Other Income	(4,725)	77,822	30,000	30,000	30,000	0	0.0%
	Other	10,158	87,195	40,000	40,000	40,000	0	0.0%
	Total Other	379,855	552,697	323,900	319,900	350,000	30,100	9.4%
101-0000-491.05-00	Operating Transfer In	300,955	200,000	200,000	200,000	200,000	0	0.0%
	Total Other Financing	300,955	200,000	200,000	200,000	200,000	0	0.0%
	Total General Fund	71,297,064	75,927,450	77,568,900	76,151,800	78,436,500	2,284,700	3.0%

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 important. The Village's financial policies include a provision to maintain at least a 25% reserve in the General Fund. The fund balance as of the end of 2020 is projected to be 39% 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

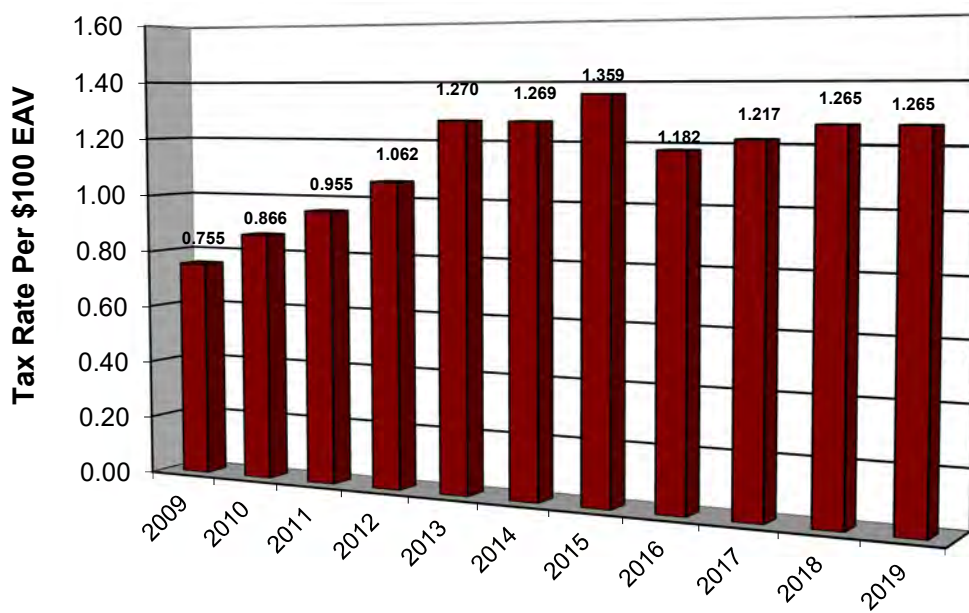
(Continued)

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 12.6% of a property owner's total property tax bill.

REAL ESTATE PROPERTY TAX RATE

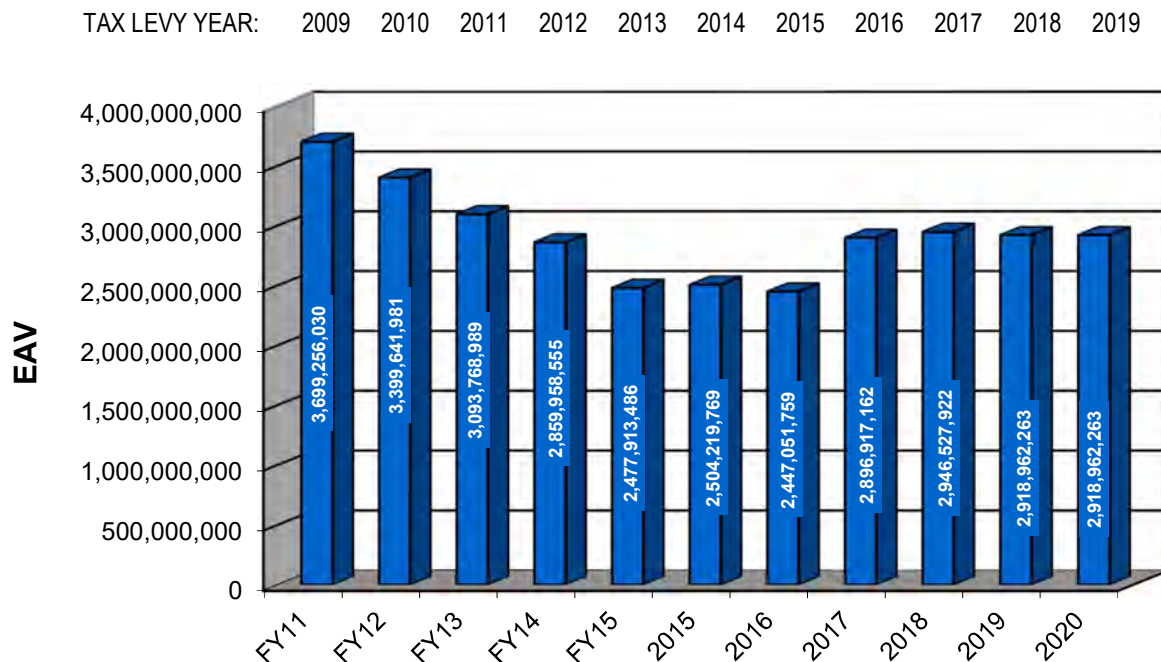


As shown above, the Village's estimated 2019 tax rate payable in 2020 is 1.265 per \$100 of equalized assessed valuation (EAV). The tax rate may fluctuate due to assessed value changes by Cook County.

GENERAL FUND REVENUE - Notes

(Continued)

EQUALIZED ASSESSED VALUE



The levy, which corresponds to this 2020 budget, will be levied in December 2019. Property owners will pay this tax in two installments in March and September 2020. A breakdown of the Village's total tax levy is as follows:

	Extended 2018 Levy for 2019	Proposed 2019 Levy for 2020	Change
Village			
Police Protection	6,307,450	6,047,800	-4.12%
Fire Protection	6,307,450	6,047,800	-4.12%
IMRF	1,400,870	1,819,000	29.85%
FICA	1,441,270	1,479,997	2.69%
Police Pension	4,057,170	4,209,000	3.74%
Fire Pension	5,002,530	5,130,000	2.55%
Capital Improvement	5,454,000	5,500,000	0.84%
Debt Service	6,953,207	6,690,350	-3.78%
Total Village Tax Levy	36,923,947	36,923,947	0.00%
Library	14,391,649	14,391,649	0.00%
Total Tax Levy	51,315,596	51,315,596	0.00%

The Village and Library's total 2019 property tax levy that will be accounted for in 2020 reflects a 0% 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 87% of the 2020 Capital Projects Fund budget is proposed to be used for street projects.

402.10 Hotel Tax

This tax is administered by the Village of Arlington Heights through its Home Rule powers. From FY1997 through FY2009, 10% of all prior year hotel tax collections were invested in the Meet Chicago Northwest regional convention bureau to facilitate future hotel bookings. Due to the Village's financial constraints this amount was reduced in FY2010 to 6%. This percentage was increased to 7% in FY2013 and increased to 8% in FY2014. The 2020 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>
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 (Actual)	12,787,847	6.0%
2019 (Proj. Actual)	12,796,000	0.1%
2020 (Budget)	12,693,000	(0.8%)

<u>Home Rule Sales Tax (General Fund Portion)</u>	<u>Amount</u>	<u>% Inc (Dec)</u>
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 (Actual)	5,366,766	7.3%
2019 (Proj. Actual)	5,368,000	0.0%
2020 (Budget)	5,487,000	2.2%

Sales Tax and Home Rule Sales Tax revenues represent the second largest revenue source or about 23% 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:

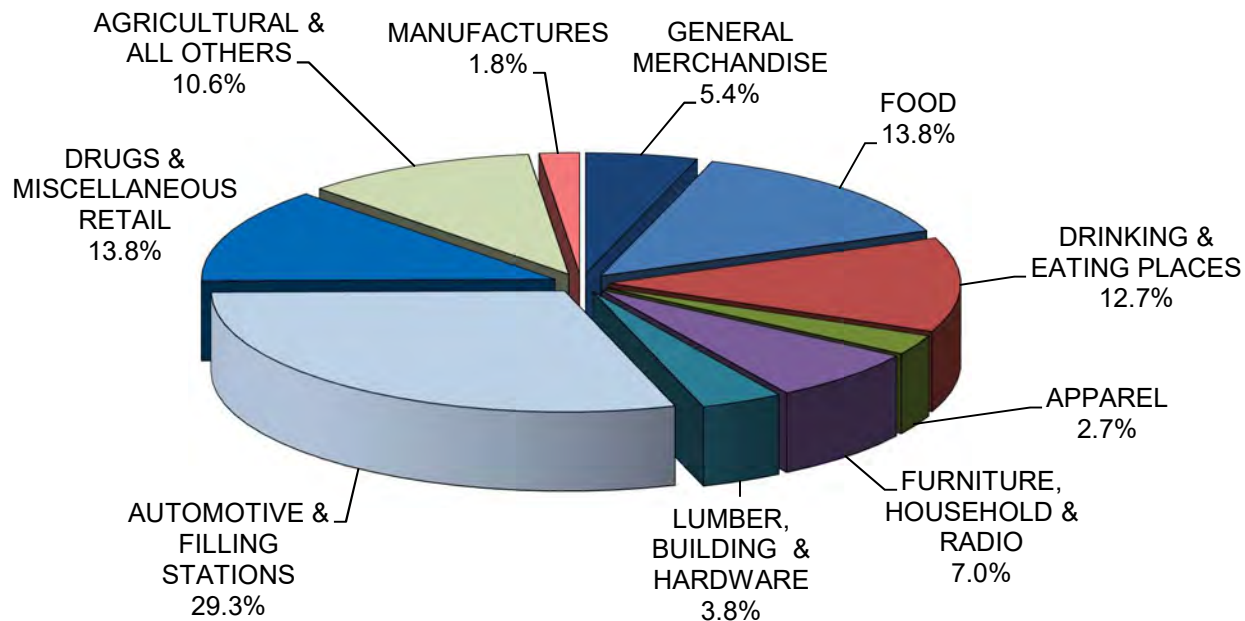
State Tax	5.25%
Village Tax*	
Municipal	1.00%
Home Rule	1.00%
Cook County Tax	1.75%
RTA Tax	1.00%
Total	<u>10.00%</u>

*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 2018



Budget Assumptions – 2019 sales tax receipts (excluding home rule sales tax) are coming in better than the prior year's receipts. The 2020 budget projects a general annualized decrease in sales tax receipts of (.8%).

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 higher 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 (Actual)	7,192,128	4.3%
2019 (Proj. Actual)	7,800,000	8.5%
2020 (Budget)	7,974,800	2.2%

Income tax receipts represent approximately 10% of the Village's General Fund income.

GENERAL FUND REVENUE - Notes

(Continued)

Budget Assumptions – To prepare the 2020 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 and FY20. Net collections are the total collections minus deposits that are made into the refund fund.

Inflation – A 2% annualized improvement over the 2019 projected actual amount is assumed for 2020. 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 FY2020 budget. This was continued as a budget balancing item for the State and is supposedly for one more year. The Village's 2020 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.

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

GENERAL FUND REVENUE - Notes

(Continued)

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 3% each year.

484.48 Wellness Programs

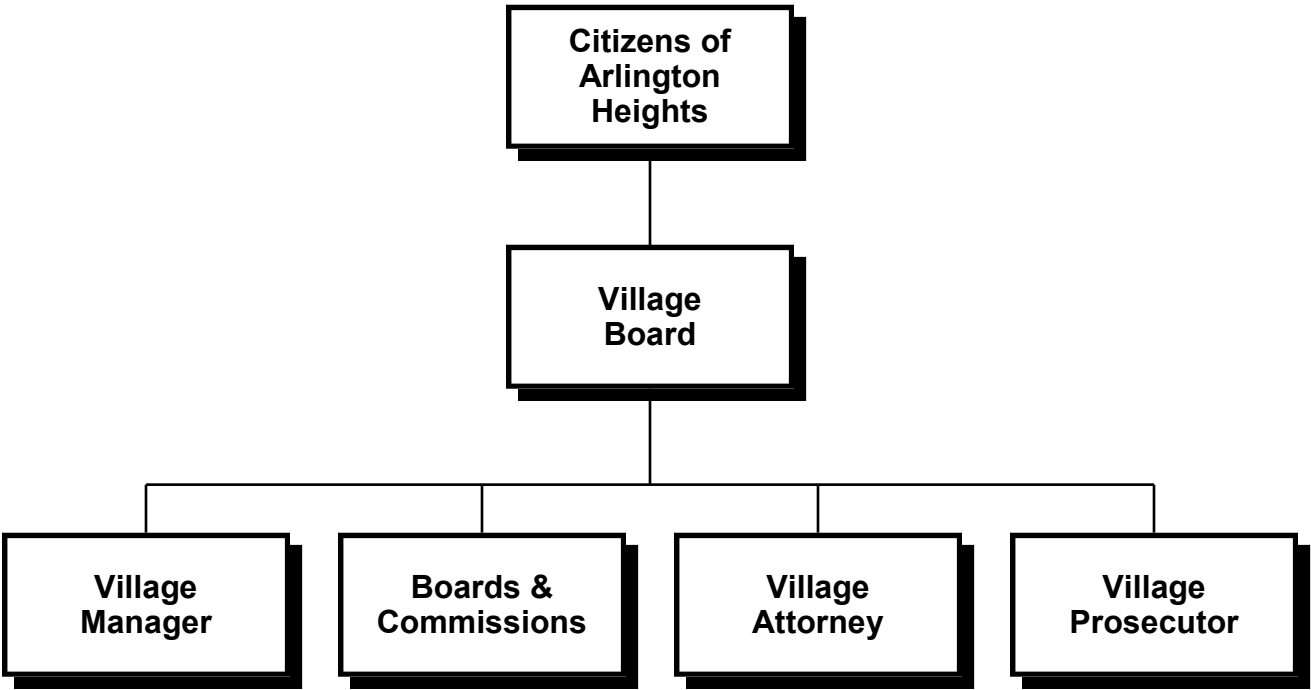
An endowment of \$25,000 was received from the Moelhing Family for the perpetuation of health related tests, screenings and equipment. Interest on the principal and minor service charges to recipients are recorded in this account and used for ongoing programs.

489.85 Bad Debt Recovery

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

BOARD OF TRUSTEES

ORGANIZATION STRUCTURE



BOARD OF TRUSTEES

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.

2020-2021 Strategic Priorities

These priorities and sub-priorities reflect the views of the Village Board identified at the July 9, 2019 Village Board goal setting session.

1. Identify, Explore, and Enhance Revenue Sources While Monitoring Taxes
 - a. Identify potential new revenues not currently being utilized by the Village to offset State of Illinois actions and reduce the need for future property tax increases
 - b. Find ways to grow current revenues by facilitating additional activity in growth sectors of the economy
2. Review and Update the Village Affordable Housing Strategy and Regulations
 - a. Develop a clear policy and plan for affordable housing in the Village
 - b. Create educational materials for the public and development community on Affordable Housing
 - c. Communicate how housing funds will be utilized
3. Continue Improving Building and Life Safety Processes and Customer Service
 - a. Identify specific opportunities for process and communications improvement
 - b. Identify strategies to support the further enhancement of the Building and Life Safety Department's capabilities
4. Increase Efficiencies Throughout Village Processes and Procedures
 - a. Evaluate service provision for efficiencies
 - b. Eliminate redundant or ineffective procedures to ensure staff time is spent on adding value and productive endeavors
5. Enhance Business Development Efforts
 - a. Increase marketing and recruiting of businesses
 - b. Encourage experiential businesses to develop in the Village
 - c. Address development opportunities throughout the Village, particularly in the Southtown and Uptown areas
 - d. Improve Village gateways
 - e. Evaluate a Southtown entertainment district
6. Explore New Sustainability Initiatives
 - a. Explore an electric vehicle charger policy/program for public and private locations
 - b. Improve walkability for pedestrians
 - c. Enhance bike friendly initiatives
 - d. Evaluate recycling challenges
7. Continue Infrastructure Improvement Efforts
 - a. Evaluate infrastructure to ensure proper investments are being made
8. Review Impact of Changes to Cannabis Laws
9. Find New Ways to Embrace Diversity Within the Community and the Village Government

OPERATION SUMMARY

BOARD OF TRUSTEES

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	\$35,219	\$34,445	\$34,200	\$34,200	\$34,400	\$200	0.6%
Contractual Services	124,050	122,211	129,800	138,800	137,400	(1,400)	(1.0%)
Commodities	1,656	0	1,400	1,400	1,500	100	7.1%
Other Charges	4,000	4,000	4,000	6,000	6,000	0	0.0%
Total Expenditures	\$164,925	\$160,656	\$169,400	\$180,400	\$179,300	(\$1,100)	(0.6%)

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$160,925	\$156,656	\$165,400	\$174,400	\$173,300	(\$1,100)	(0.6%)
A & E Fund	4,000	4,000	4,000	6,000	6,000	0	0.0%
Total Expenditures	\$164,925	\$160,656	\$169,400	\$180,400	\$179,300	(\$1,100)	(0.6%)

BOARD OF TRUSTEES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-0101-501.10-02	Elected Officials	30,900	30,900	30,900	30,900	30,900	0	0.0%
	Salaries	30,900	30,900	30,900	30,900	30,900	0	0.0%
101-0101-501.19-01	Workers Compensation	100	100	100	100	100	0	0.0%
101-0101-501.19-10	IMRF	1,855	1,081	900	900	1,100	200	22.2%
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	448	400	400	400	0	0.0%
	Fringe Benefits	4,319	3,545	3,300	3,300	3,500	200	6.1%
101-0101-501.21-65	Other Services	69,215	64,063	72,000	80,000	80,900	900	1.1%
101-0101-501.22-02	Dues	39,465	45,158	44,400	44,400	44,400	0	0.0%
101-0101-501.22-03	Training	1,926	1,030	1,700	2,500	2,500	0	0.0%
101-0101-501.22-05	Postage	144	60	100	300	300	0	0.0%
101-0101-501.22-25	IT/GIS Service Charge	13,300	11,900	11,600	11,600	9,300	(2,300)	(19.8%)
	Contractual Services	124,050	122,211	129,800	138,800	137,400	(1,400)	(1.0%)
101-0101-501.30-01	Publications Periodicals	285	0	200	200	200	0	0.0%
101-0101-501.30-05	Office Supplies & Equip	1,371	0	1,200	1,200	1,300	100	8.3%
	Commodities	1,656	0	1,400	1,400	1,500	100	7.1%
Total Board of Trustees		160,925	156,656	165,400	174,400	173,300	(1,100)	(0.6%)

BOARD OF TRUSTEES

GENERAL FUND

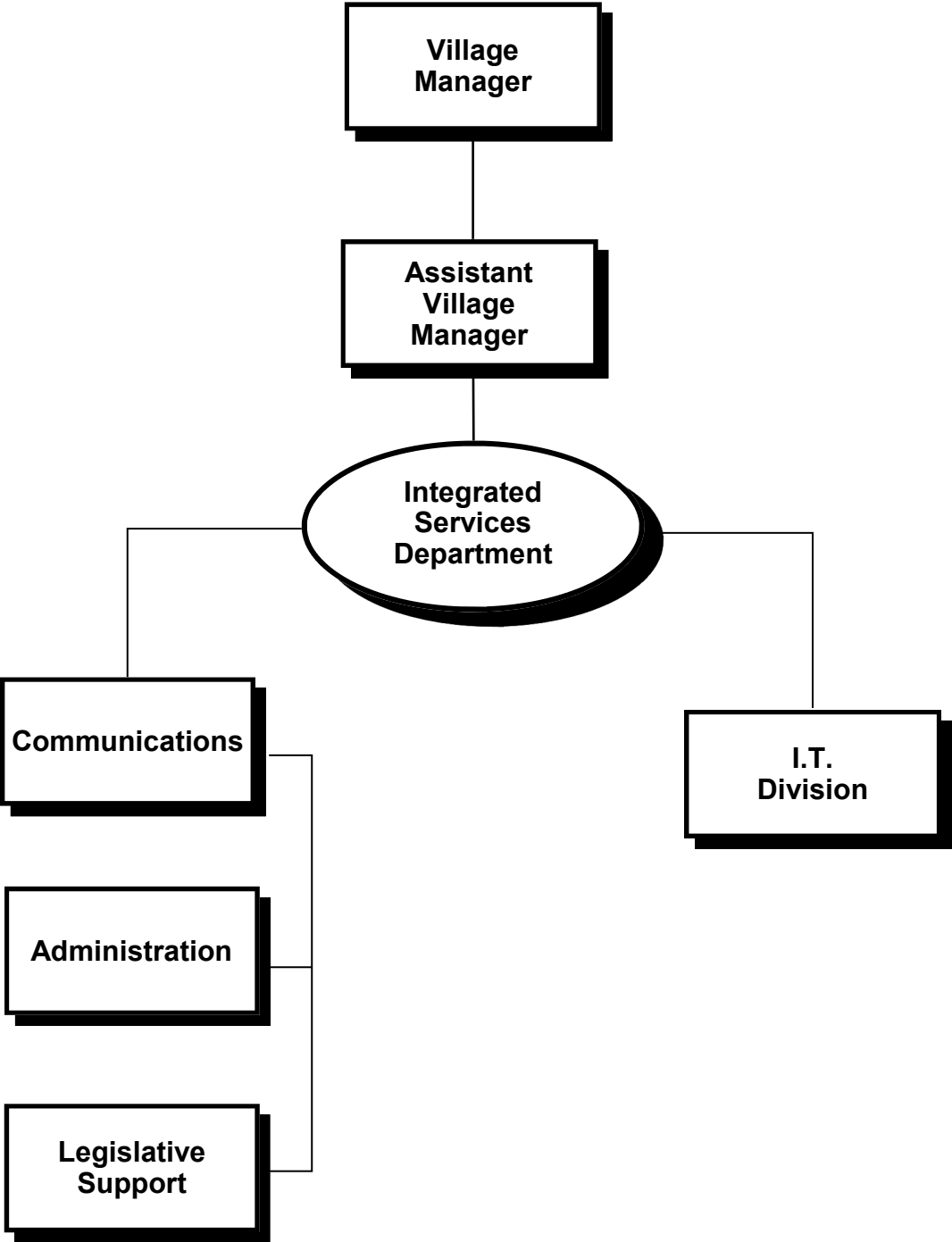
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
101-0101-501.10-02	Elected Officials	President 8 Trustees @ \$2,800 each	8,500 22,400	30,900	8,500 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		900		1,100
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			3,300		3,500	
CONTRACTUAL SERVICES:						
101-0101-501.21-65	Other Services	Plaques, certificates of recognition and appreciation, mementos for dignitaries Cable access channel programs & videos Informational/Public Service Announcement Contributions to post-prom events Miscellaneous	6,400 66,000 4,000 600 3,000	80,000	6,800 66,000 4,200 600 3,300	80,900
101-0101-501.22-02	Dues	Northwest Municipal Conference Chicago Metropolitan Agency for Planning (CMAP) Illinois Municipal League U.S. Conference of Mayors Metropolitan Mayors Caucus Miscellaneous	27,200 2,900 5,000 5,300 3,400 600	44,400	27,200 2,900 5,000 5,300 3,400 600	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		11,600		9,300
TOTAL CONTRACTUAL SERVICES			138,800		137,400	
COMMODITIES:						
101-0101-501.30-01	Publications/Periodicals	Miscellaneous publications		200		200
101-0101-501.30-05	Office Supplies & Equip	Miscellaneous office supplies		1,200		1,300
TOTAL COMMODITIES			1,400		1,500	
TOTAL BOARD OF TRUSTEES			174,400		173,300	

INTEGRATED SERVICES

(11.50 FTE)

ORGANIZATION STRUCTURE



INTEGRATED SERVICES DEPARTMENT

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

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.
- **Communications** - With a growing reliance on social media, websites, and other technology to get the Village's message out, this area works closely with IT and plays a bigger role with various interdepartmental efforts.
- **"One Village Voice"** - Work with Village Staff to continue promoting the "One Village Voice" motto in a way that is clear, consistent and courteous throughout our communications and citizen engagement efforts.
- **Customer Service** - Explore new ways to enhance customer service and have it be a priority for the organization.

2019 Accomplishments

- **Streamlining and Automating Processes** The Village Manager's Office automated liquor license renewal process and created a new liquor license database for all liquor license holders.
- **Personnel Changes** The Assistant Village Manager hired and trained a new Management Analyst, new part-time Administrative Assistant and transitioned the existing part-time Administrative Assistant to a full-time position.
- **Downtown Parking System Updates** In the Fall of 2019, launched Passport Parking throughout the Downtown area. The Passport Parking app provides a great convenience for residents, commuters and visitors who use the more than 900 daily fee parking spaces in the downtown.
- **Performance Benchmarking Cooperative** The Village participated in the Northern Illinois Benchmarking Cooperative effort working with a team of researchers from UIC. The first report, which dealt with current challenges in suburban police departments has been issued.
- **Everbridge/Arlington Alert** In collaboration with Northwest Central Dispatch, Village Manager's Office introduced Everbridge Emergency Notification System, known as Arlington Alert. This system will be used to communicate with residents via phone call, text, or e-mail. Residents can expect emergency and non-emergency communications including accidents, road closures, winter operations, and traffic alerts. Residents will be empowered to opt into this program.
- **New Trustee Orientation** Through appointment and election, ISD had the privilege to assist in the orientation of new trustees to the Village. Meeting with all departments, providing necessary materials, and mentoring throughout the trustee's tenure were the main goals of acclimating the Trustee's to their new role.
- **Selection of ERP Consultant** In partnership with the Finance Department, ISD assisted with the facilitation and choosing of an ERP Consultant: Plante Moran. This firm will serve as an independent

project manager for the overall project to select and help implement a new ERP; it will not serve as the software provider.

- **Commissions/Boards Review** A survey of the Village's Board and Commission members was conducted. Meetings were held with each Staff Liaison and Chairperson to review each group's role and scope of work. Continued review will take place to determine if opportunities for consolidation and enhancement exist.
- **Village Board Goal Setting Session** In July 2019, staff conducted a Goal Setting Session with the new Village Board. The new established goals will result in the creation of new Strategic Priorities and an updated Staff Business Plan.

2020 Strategic Priorities and Key Projects

1. Enhance and Grow Arlington Alert

Strategic Priority: #4 Increase Efficiencies Throughout Village Processes and Procedures

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

Project Leads: Management Analyst II Sarah Fitzgibbons

Timeline:

- Improvements and solutions will be explored throughout 2020 and 2021. We will look to utilize Arlington Alert as a resource in communicating effectively and efficiently with residents.

2. Retention, Re-use, and Redevelopment of Arlington Park

Strategic Priority: #5 Enhance Business Development Efforts

Arlington Park is an iconic entertainment landmark accompanying approximately 325 acres of real estate. Create an internal Staff task force to evaluate options to retain the track, re-use of the facility and/or redevelopment of the property if needed.

Project Leads: Village Manager Randy Recklaus

Project Completion: 4Q 2020

3. ERP Integration

Staff Generated Project

As the need for streamlined business processes and improved communication methods increases, the current ERP system cannot properly respond to internal, resident and business needs. Billing, procurement, permits, licenses, and customer service enhancements are unable to efficiently evolve and improve under the current ERP system. ISD will assist and also lead in various stages of this project. The goals are to outline, vet, and determine an ERP software with a consultant. This is a multi-year project that will impact every Village department will be impacted by and thus need to be a part of the process. IT will guide the consultant and the ERP vendor in successfully implementing and rolling out a new ERP system that enhances the employee, resident and business experience. As we begin to assess the marketplace for a new ERP system, we can look forward to services such as paperless procurement, online permit processing and payment, and one centralized location for Village informational assets.

Project Lead: Assistant Village Manager Diana Mikula

Project Completion: throughout 2020-2021

4. Strategic Partnership with Departments to Develop their Pages on the Website

Staff Generated Project

To ensure that we are communicating the most up to date and desired content, staff will meet with all departments to discuss updating department information on the website.

Project Leads: Communications Coordinator Nancy Kluz

Project Completion: 4Q 2020

5. Customer Service & Citizen Priority Survey

Staff Generated Project

In collaboration with the Human Resources Department, ISD will help facilitate the 2021 Customer Service & Citizen Priority Survey. The purpose of the survey will be to assess the public satisfaction with the quality of Village services, gather input on priorities for the community, and help the Village better understand how satisfaction levels have changed over time from the previous surveys.

Project Lead: Management Analyst II Sarah Fitzgibbons

Project Completion: 2Q 2021

6. Website Redesign

Staff Generated Project

Continue to providing updated design to our website. We are looking to further customize the website to allow for even easier navigation and access.

Project Lead: Communications Coordinator Nancy Kluz

Project Completion: 2Q 2021

7. Communication Enhancements

Staff Generated Project

- Promote ways people can connect with the Village through Targeted Communication pieces such as neighborhood construction notices.
- Increase subscribers through campaigns to get people to sign-up for Village Connections newsletter, email alerts, drive more visitors to our pages, engage more on social media platforms.
- Explore new communication engagement methods: Facebook Live, Videos, and Instagram.
- Focus on cross-promotion of website project page information with social media and email lists.
- Continue to utilize our existing resources and data to communicate Village services and news to the community.

Project Lead: Communications Coordinator Nancy Kluz

Project Completion: throughout 2020-2021

OPERATION SUMMARY

INTEGRATED SERVICES

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	5.00	5.00	5.00	6.00	1.00	20.0%
Total F-T-E	11.00	10.50	10.50	10.50	11.50	1.00	9.5%

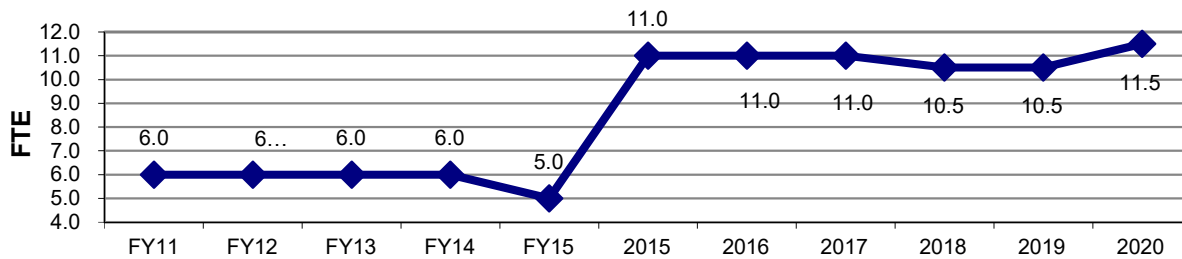
Expenditures

Personal Services	\$1,542,668	\$1,517,222	\$1,591,900	\$1,595,400	\$1,810,300	\$214,900	13.5%
Contractual Services	573,260	653,638	799,100	814,600	786,600	(28,000)	(3.4%)
Commodities	69,023	60,518	75,400	79,600	78,300	(1,300)	(1.6%)
Other Charges	43,586	22,952	38,600	36,300	36,300	0	0.0%
Capital Items	275,741	312,296	422,900	581,800	961,800	380,000	65.3%
Total Expenditures	\$2,504,278	\$2,566,626	\$2,927,900	\$3,107,700	\$3,673,300	\$565,600	18.2%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$892,616	\$898,685	\$967,900	\$979,800	\$1,031,400	51,600	5.3%
Capital Projects Fund	121,552	110,481	180,100	176,000	120,000	(56,000)	(31.8%)
A & E Fund	31,987	34,961	33,600	31,300	31,300	0	0.0%
Technology Fund	1,458,123	1,522,499	1,746,300	1,920,600	2,490,600	570,000	29.7%
Total Expenditures	\$2,504,278	\$2,566,626	\$2,927,900	\$3,107,700	\$3,673,300	\$565,600	18.2%

STAFFING HISTORY



INTEGRATED SERVICES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-0201-502.10-01	Salaries	609,921	614,421	670,900	671,800	695,900	24,100	3.6%
101-0201-502.18-01	Temporary Help	2,356	0	1,400	1,400	1,400	0	0.0%
101-0201-502.18-05	Overtime Civilian	1,814	2,912	5,900	5,900	6,000	100	1.7%
	Salaries	614,091	617,333	678,200	679,100	703,300	24,200	3.6%
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	75,500	80,900	87,900	87,900	90,000	2,100	2.4%
101-0201-502.19-10	IMRF	75,306	77,667	67,200	68,400	89,500	21,100	30.8%
101-0201-502.19-11	Social Security	32,889	32,196	35,600	35,500	36,600	1,100	3.1%
101-0201-502.19-12	Medicare	8,721	8,836	9,800	9,900	10,300	400	4.0%
101-0201-502.19-23	Automobile Allowance	6,000	6,025	6,000	6,000	6,000	0	0.0%
	Fringe Benefits	199,616	206,824	207,700	208,900	233,600	24,700	11.8%
101-0201-502.20-40	General Insurance	7,600	7,700	7,800	7,800	7,900	100	1.3%
101-0201-502.21-02	Equipment Maintenance	2,826	68	1,000	2,400	1,400	(1,000)	(41.7%)
101-0201-502.21-65	Other Services	4,343	8,320	9,000	10,400	11,500	1,100	10.6%
101-0201-502.22-02	Dues	11,623	6,350	11,300	11,300	11,400	100	0.9%
101-0201-502.22-03	Training	7,294	4,033	4,500	6,400	6,800	400	6.3%
101-0201-502.22-05	Postage	336	820	800	900	900	0	0.0%
101-0201-502.22-10	Printing	1,449	657	1,000	4,800	4,800	0	0.0%
101-0201-502.22-15	Photocopying	1,162	1,572	1,300	1,600	1,300	(300)	(18.8%)
101-0201-502.22-25	IT/GIS Service Charge	36,200	39,200	38,400	38,400	40,600	2,200	5.7%
	Contractual Services	72,833	68,720	75,100	84,000	86,600	2,600	3.1%
101-0201-502.30-01	Publications Periodicals	926	546	900	1,000	1,000	0	0.0%
101-0201-502.30-05	Office Supplies & Equip	5,150	5,262	6,000	6,800	6,900	100	1.5%
	Commodities	6,076	5,808	6,900	7,800	7,900	100	1.3%
	Total Integrated Services	892,616	898,685	967,900	979,800	1,031,400	51,600	5.3%

INTEGRATED SERVICES

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
Village Manager		1.00	1.00	
Assistant Village Manager	12	1.00	1.00	
Communications Coordinator	6	1.00	1.00	
Management Analyst II	6	1.00	1.00	
Administrative Assistant	2	1.50	1.50	
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		
		2019	2020	+ (-)
101	General Fund	5.50	5.50	
625	Technology Fund	5.00	6.00	1.00
	Total F-T-E All Funds	10.50	11.50	1.00

INTEGRATED SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
101-0201-502.10-01	Salaries	Salaries	671,800		695,900	
101-0201-502.18-01	Temporary Help	Temporary Help	1,400		1,400	
101-0201-502.18-05	Overtime Civilian	Overtime Civilian	5,900		6,000	
TOTAL SALARIES			679,100		703,300	
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	87,900		90,000	
101-0201-502.19-10	IMRF	IMRF	68,400		89,500	
101-0201-502.19-11	Social Security	Social Security	35,500		36,600	
101-0201-502.19-12	Medicare	Medicare	9,900		10,300	
101-0201-502.19-23	Automobile Allowance	Automobile Allowance	6,000		6,000	
TOTAL FRINGE BENEFITS			208,900		233,600	
CONTRACTUAL SERVICES:						
101-0201-502.20-40	General Insurance	Liability and property insurance	7,800		7,900	
101-0201-502.21-02	Equipment Maintenance	Maintenance of printers & computers	200		200	
		Civic Event Sign repair	2,200	2,400	1,200	1,400
101-0201-502.21-65	Other Services	Contractual services, online tools, miscellaneous services	1,300		2,400	
		Cell phone usage/wireless connectivity	2,300		2,300	
		Enhancements to Village website	2,000		2,000	
		Archive Social subscription	4,800	10,400	4,800	11,500
101-0201-502.22-02	Dues	Dues	6,300		6,400	
		Co-op Best Practice Benchmark	5,000	11,300	5,000	11,400
101-0201-502.22-03	Training	ICMA Annual Conference	4,600		4,600	
		Illinois Municipal League, Northwest Municipal Conference, IAMMA, ILCMA webinars & miscellaneous meetings	1,800	6,400	2,200	6,800
101-0201-502.22-05	Postage	General postage including residential mailers and special notices	900		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

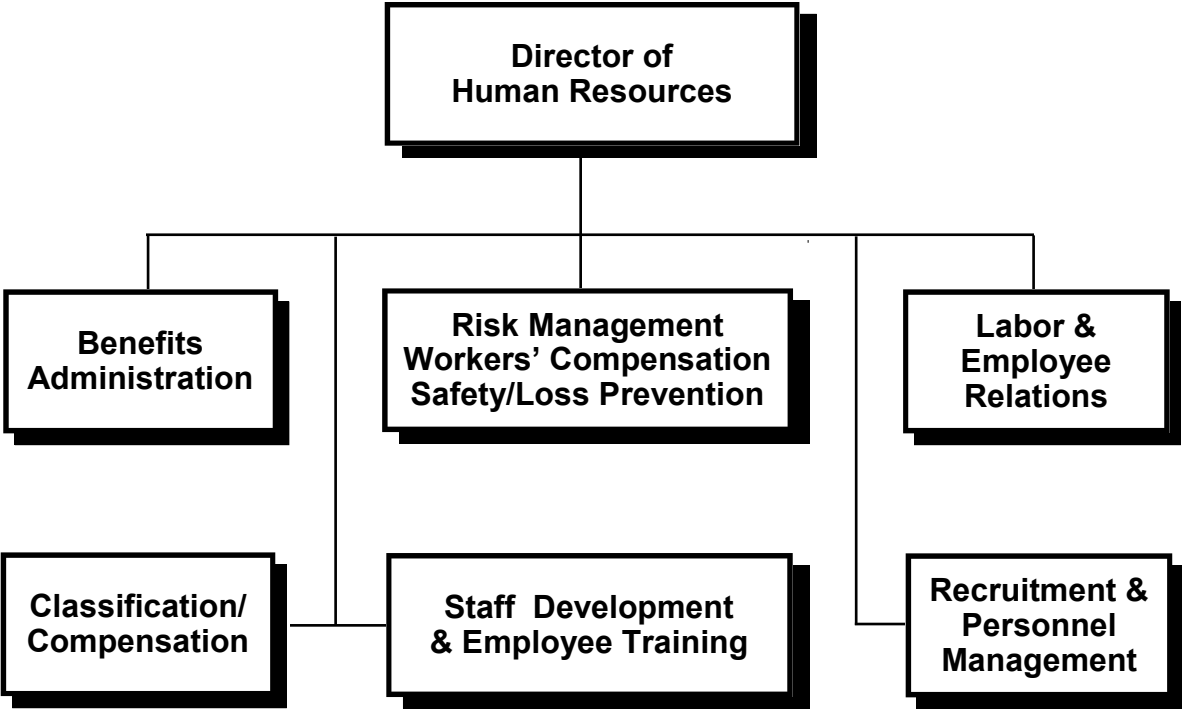
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
101-0201-502.22-15 Photocopying		Photocopies & supplies		
		Maintenance agreement Xerox 5150	1,600	1,300
101-0201-502.22-25 IT/GIS Service Charge		Information Technology/GIS service charge	38,400	40,600
		TOTAL CONTRACTUAL SERVICES	84,000	86,600
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	6,900
		TOTAL COMMODITIES	7,800	7,900
		TOTAL INTEGRATED SERVICES	979,800	1,031,400

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.

2019 Accomplishments

- The Human Resources Department continues to optimize and strengthen the use of technology to increases organizational effectiveness.
 - Electronic notification for scheduled trainings and benefit information
 - Software has been implemented for all Village employees providing training, compliance, and workforce management, through electronic file storage and employee information.
 - Eliminating the dissemination of paper documents to all Village employees.
- The HR Audit continues for all processes and procedures
 - An I9 audit was conducted and concluded for all active Village employees
 - The Village's employee personnel policies continues to be updated
 - Human Resources has revised the Onboarding program for all Village employees including electronic new hire training.
 - In continuation of the Benefit audit and in order to reduce medical costs, a post 65 Retiree medical insurance carve out was implemented for Village and Library retirees.
 - In preparation for the mandated EEO4 reporting an audit was conducted for this reporting and updated Village employee emergency contact information

2020 Strategic Priorities & Key Projects

1. Village Wide Diversity Recruitment Initiative

Support Strategic Priority: #9 Find New Ways to Embrace Diversity within the Community and the Village Government

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

Project Leads: Director of Human Resources in conjunction with various Village Department Directors

Project Completion: Ongoing

Cost: TBD

HUMAN RESOURCES

(Continued)

2. Internal Disability Accommodation Assessment

Support Strategic Priority: #9 Find New Ways to Embrace Diversity within the Community and the Village Government

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

Project Leads: Director of Human Resources and Disability Services Coordinator

Project Completion: Ongoing

Cost: TBD

Performance Measures

	2016	2017	2018
1. Employee Benefits – Reduce Medical Costs			
Research and implement strategies to help control health risks and costs			
a) Medicare Retiree Drug Subsidy received	\$97,089	\$124,374	\$121,678
2. Employee Benefits – Deferred Income Programs			
a) Number of dollars pledged in Section 125	\$269,682	\$323,886	\$316,017
b) Number of employees contributing to ICMA-RC	302	405	420
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	43 out of 48	37 out of 49	40 out of 46
b) Number of claims submitted to the Third Party Administrator (TPA) where employees missed work due to their Workers' Compensation injury	26	20	20
c) Number of work days lost to Workers' Compensation injury	933	203	437
d) Number of pro se settlements	3 out of 9	6 out of 11	5 out of 7
e) Number of safety measures implemented	4	1	4

HUMAN RESOURCES

(Continued)

Performance Measures (cont.)

	2016	2017	2018
4. Risk Management – Loss Prevention			
a) Number of accidents reviewed	96	96	72
b) Number of safety training programs offered to employees sponsored through Human Resources	3	2	4
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	7	242	4
b) Number of surveys conducted	326	277	79
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	3	0	2
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	29	18	32
b) Number of interviews conducted	92	44	95
c) Number of eligibility lists created	3	2	4
d) Number of positions filled	22	9	17
Recruitment, selection and promotion of all other positions.			
a) Number of positions filled	29	12	26
b) Number of interviews conducted			104
8. Professional Development / Personnel Management			
Professional Development of Workforce Identify, assess and offer training programs to employees.			
a) Number of classes offered	2	4	0

OPERATION SUMMARY

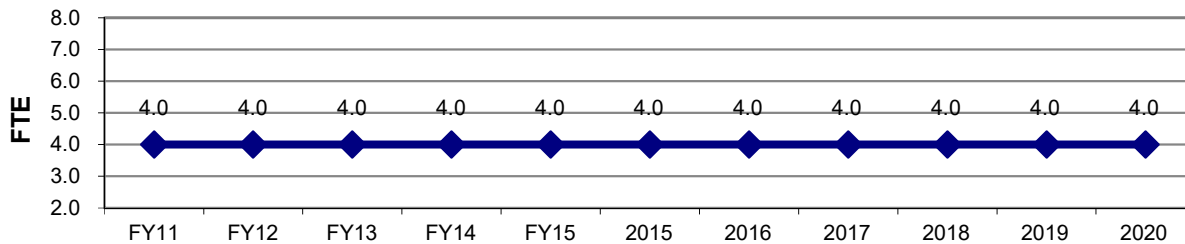
HUMAN RESOURCES

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	\$575,032	\$611,048	\$978,900	\$992,300	\$1,023,100	\$30,800	3.1%
Contractual Services	5,303,415	5,631,238	5,556,300	6,251,600	6,394,200	142,600	2.3%
Commodities	4,197	5,841	4,800	4,800	4,800	0	0.0%
Other Charges	10,029,996	11,309,697	9,566,500	10,122,000	8,658,800	(1,463,200)	(14.5%)
Total Expenditures	\$15,912,640	\$17,562,964	\$16,106,500	\$17,370,700	\$16,080,900	(\$1,289,800)	(7.4%)

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$381,023	\$396,939	\$411,200	\$403,500	\$424,100	20,600	5.1%
Capital Projects Fund	0	5,140	0	0	0	0	N/A
Health Insurance Fund	13,070,188	14,967,184	13,028,800	14,372,300	12,898,400	(1,473,900)	(10.3%)
Worker's Comp Fund	2,461,429	2,193,701	2,666,500	2,594,900	2,758,400	163,500	6.3%
Total Expenditures	\$15,912,640	\$17,562,964	\$16,106,500	\$17,370,700	\$16,080,900	(\$1,289,800)	(7.4%)

STAFFING HISTORY



HUMAN RESOURCES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-0301-503.10-01	Salaries	210,002	218,079	225,000	223,600	232,700	9,100	4.1%
101-0301-503.18-01	Temporary Help	8,983	5,203	7,400	7,400	7,600	200	2.7%
101-0301-503.18-05	Overtime Civilian	0	1,660	700	700	700	0	0.0%
	Salaries	218,985	224,942	233,100	231,700	241,000	9,300	4.0%
101-0301-503.19-01	Workers Compensation	500	500	500	500	500	0	0.0%
101-0301-503.19-05	Medical Insurance	44,500	47,900	52,200	52,200	53,600	1,400	2.7%
101-0301-503.19-10	IMRF	25,929	27,815	22,500	22,400	29,500	7,100	31.7%
101-0301-503.19-11	Social Security	12,881	13,412	13,200	13,400	13,900	500	3.7%
101-0301-503.19-12	Medicare	3,018	3,210	3,300	3,300	3,500	200	6.1%
	Fringe Benefits	86,828	92,837	91,700	91,800	101,000	9,200	10.0%
101-0301-503.20-05	Professional Services	7,500	0	3,400	3,400	3,400	0	0.0%
101-0301-503.20-40	General Insurance	6,400	6,500	6,600	6,600	6,700	100	1.5%
101-0301-503.20-75	Examinations	0	11,855	15,000	8,000	8,000	0	0.0%
101-0301-503.21-65	Other Services	10,482	2,245	1,600	1,600	1,600	0	0.0%
101-0301-503.22-01	Advertising	1,105	1,353	1,100	1,100	1,200	100	9.1%
101-0301-503.22-02	Dues	1,627	1,218	1,500	1,500	1,500	0	0.0%
101-0301-503.22-03	Training	1,562	2,935	3,200	3,200	3,200	0	0.0%
101-0301-503.22-05	Postage	216	755	500	500	500	0	0.0%
101-0301-503.22-10	Printing	79	118	200	200	200	0	0.0%
101-0301-503.22-15	Photocopying	1,695	2,327	2,500	2,500	2,500	0	0.0%
101-0301-503.22-25	IT/GIS Service Charge	26,600	26,800	26,100	26,100	27,900	1,800	6.9%
	Contractual Services	57,266	56,106	61,700	54,700	56,700	2,000	3.7%
101-0301-503.30-01	Publications Periodicals	746	272	600	600	600	0	0.0%
101-0301-503.30-05	Office Supplies & Equip	2,049	3,626	2,100	2,100	2,100	0	0.0%
	Commodities	2,795	3,898	2,700	2,700	2,700	0	0.0%
101-0301-503.40-70	Employee Recognition Program	15,149	19,156	22,000	22,600	22,700	100	0.4%
	Other Charges	15,149	19,156	22,000	22,600	22,700	100	0.4%
	Total Human Resources	381,023	396,939	411,200	403,500	424,100	20,600	5.1%

HUMAN RESOURCES

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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

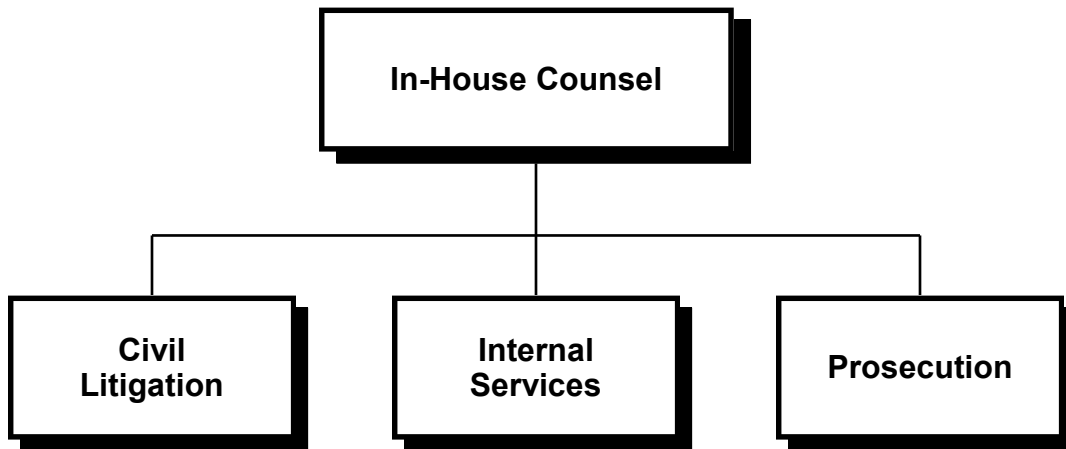
Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
101-0301-503.10-01	Salaries	Salaries	223,600	232,700
101-0301-503.18-01	Temporary Help	Temporary Help	7,400	7,600
101-0301-503.18-05	Overtime Civilian	Overtime Civilian	700	700
	TOTAL SALARIES		231,700	241,000
FRINGE BENEFITS:				
101-0301-503.19-01	Workers' Compensation	Workers' Compensation Insurance	500	500
101-0301-503.19-05	Medical Insurance	Medical Insurance	52,200	53,600
101-0301-503.19-10	IMRF	IMRF	22,400	29,500
101-0301-503.19-11	Social Security	Social Security	13,400	13,900
101-0301-503.19-12	Medicare	Medicare	3,300	3,500
	TOTAL FRINGE BENEFITS		91,800	101,000
CONTRACTUAL SERVICES:				
101-0301-503.20-05	Professional Services	Training programs	3,400	3,400
101-0301-503.20-40	General Insurance	Liability and property insurance	6,600	6,700
101-0301-503.20-75	Examinations	Promotional exams/candidate testing	8,000	8,000
101-0301-503.21-65	Other Services	Cell phone usage/wireless connectivity	1,600	1,600
101-0301-503.22-01	Advertising	Advertising	1,100	1,200
101-0301-503.22-02	Dues	Dues	1,500	1,500
101-0301-503.22-03	Training	Seminars & tuition reimbursement	3,200	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 2,500	1,000 2,500
101-0301-503.22-25	IT/GIS Service Charge	Information Technology service charge	26,100	27,900
	TOTAL CONTRACTUAL SERVICES		54,700	56,700
COMMODITIES:				
101-0301-503.30-01	Publications/Periodicals	Miscellaneous publications	600	600
101-0301-503.30-05	Office Supplies & Equip	General office supplies	2,100	2,100
	TOTAL COMMODITIES		2,700	2,700

HUMAN RESOURCES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
OTHER CHARGES:				
101-0301-503.40-70	Employee Recognition Prg	Service awards & forum for recognition of employees	22,600	22,700
		TOTAL OTHER CHARGES	<u>22,600</u>	<u>22,700</u>
		TOTAL HUMAN RESOURCES	<u><u>403,500</u></u>	<u><u>424,100</u></u>



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.

2019 Accomplishments

1. Significant Contracts
 - Amendment to the Agreement with Performing Arts at Metropolis
 - Agreement with the GIS Consortium
2. Creation of New Liquor Classifications
3. Adoption of Code Amendments related to minors – electronic smoking devices, truancy and Tobacco 21
4. Real Property Matters
 - Transfer of the former Teen Center property to the Library
 - Sale of two vacant Village-owned lots
5. Negotiated Lease for Antenna Facilities on Village Water Tank

2020 Strategic Priorities & Key Projects**1. Consider Purchase of DACRA for Processing Administrative Adjudication Tickets**Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

The Village expanded the administrative adjudication process to encompass Code enforcement two years ago. We are now looking at expanding it to include Code citations written by the Police Department. DACRA is a municipal enforcement software that encompasses the whole process – ticket writing to adjudication hearing to fine collection. DACRA is being implemented for use by NWCDs for traffic tickets.

Project Lead: In-House Counsel

Project Completion: 4Q 2020

Project Cost: TBD

2. Review Liquor CodeStaff Generated Project

Review Chapter 13 of the Village Code to determine if any updates are desired.

Project Lead: In-House Counsel

Project Completion: 4Q 2020

Project Cost: Staff Time

Performance Measures

	2016	2017	2018
1. Number of Code amendment packets issued	3	3	5
2. Number of Code sections amended	60	88	258
3. Number of ordinances amending the Code	20	18	15
4. Number of ordinances prepared and adopted	60	51	52
5. Number of resolutions prepared and adopted	34	57	26
6. Number of agreements prepared and adopted	53	59	37
7. Number of FOIA requests processed	1,384	1,424	1,556
8. Number of FOIA appeals	0	0	2
9. Number of FOIA denials in whole or in part	327	314	362
10. Number of new foreclosures processed	69	77	48
11. Number of liquor license hearings prosecuted	8	0	0

OPERATION SUMMARY

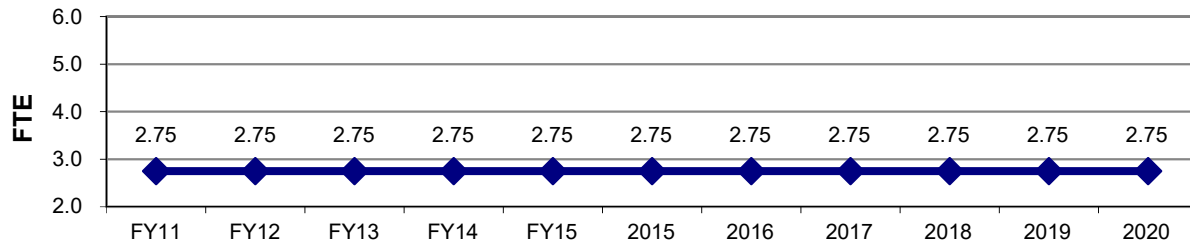
LEGAL

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	\$488,510	\$501,992	\$509,300	\$508,500	\$533,800	\$25,300	5.0%
Contractual Services	233,573	223,331	264,200	264,200	234,200	(30,000)	(11.4%)
Commodities	9,799	8,184	11,300	11,300	11,500	200	1.8%
Other Charges	0	0	0	0	0	0	N/A
Total Expenditures	\$731,882	\$733,507	\$784,800	\$784,000	\$784,500	\$500	0.1%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$731,882	\$733,507	\$784,800	\$784,000	\$779,500	(\$4,500)	(0.6%)
Capital Projects Fund	0	0	0	0	5,000	5,000	N/A
Total Expenditures	\$731,882	\$733,507	\$784,800	\$784,000	\$784,500	\$500	0.1%

STAFFING HISTORY



LEGAL

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-0401-503.10-01	Salaries	363,265	370,291	380,000	379,900	391,100	11,200	2.9%
	Salaries	363,265	370,291	380,000	379,900	391,100	11,200	2.9%
101-0401-503.19-01	Workers Compensation	600	600	600	600	600	0	0.0%
101-0401-503.19-05	Medical Insurance	54,900	58,900	64,100	64,100	66,000	1,900	3.0%
101-0401-503.19-10	IMRF	44,853	46,964	38,000	37,700	49,000	11,300	30.0%
101-0401-503.19-11	Social Security	19,796	20,038	21,100	20,700	21,500	800	3.9%
101-0401-503.19-12	Medicare	5,096	5,199	5,500	5,500	5,600	100	1.8%
	Fringe Benefits	125,245	131,701	129,300	128,600	142,700	14,100	11.0%
101-0401-503.20-10	Village Attorney Legal Services	36,000	21,732	1,000	36,000	5,000	(31,000)	(86.1%)
101-0401-503.20-15	Village Prosecutor Legal Services	50,040	50,040	140,100	140,100	140,100	0	0.0%
101-0401-503.20-20	Other Legal Services	98,818	102,746	70,000	35,000	35,000	0	0.0%
101-0401-503.20-40	General Insurance	3,300	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	24,127	23,884	24,000	24,000	24,000	0	0.0%
101-0401-503.22-02	Dues	3,128	2,928	3,200	3,200	3,200	0	0.0%
101-0401-503.22-03	Training	2,591	1,437	4,500	4,500	4,500	0	0.0%
101-0401-503.22-05	Postage	171	309	1,000	1,000	1,000	0	0.0%
101-0401-503.22-15	Photocopying	2,064	2,021	2,500	2,500	2,500	0	0.0%
101-0401-503.22-25	IT/GIS Service Charge	13,300	14,900	14,500	14,500	15,500	1,000	6.9%
	Contractual Services	233,573	223,331	264,200	264,200	234,200	(30,000)	(11.4%)
101-0401-503.30-01	Publications Periodicals	429	429	500	500	500	0	0.0%
101-0401-503.30-05	Office Supplies & Equip	2,333	2,472	3,200	3,200	3,200	0	0.0%
101-0401-503.33-05	Other Supplies	7,037	5,283	7,600	7,600	7,800	200	2.6%
	Commodities	9,799	8,184	11,300	11,300	11,500	200	1.8%
Total Legal		731,882	733,507	784,800	784,000	779,500	(4,500)	(0.6%)

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

		<u>Authorized Positions in F-T-E</u>		
Title	Grade	2019	2020	+ (-)
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**

		<u>Authorized Positions in F-T-E</u>		
Code	Fund	2019	2020	+ (-)
101	General Fund	2.75	2.75	
	Total F-T-E All Funds	2.75	2.75	0.00

LEGAL

GENERAL FUND

EXPENDITURE DETAIL

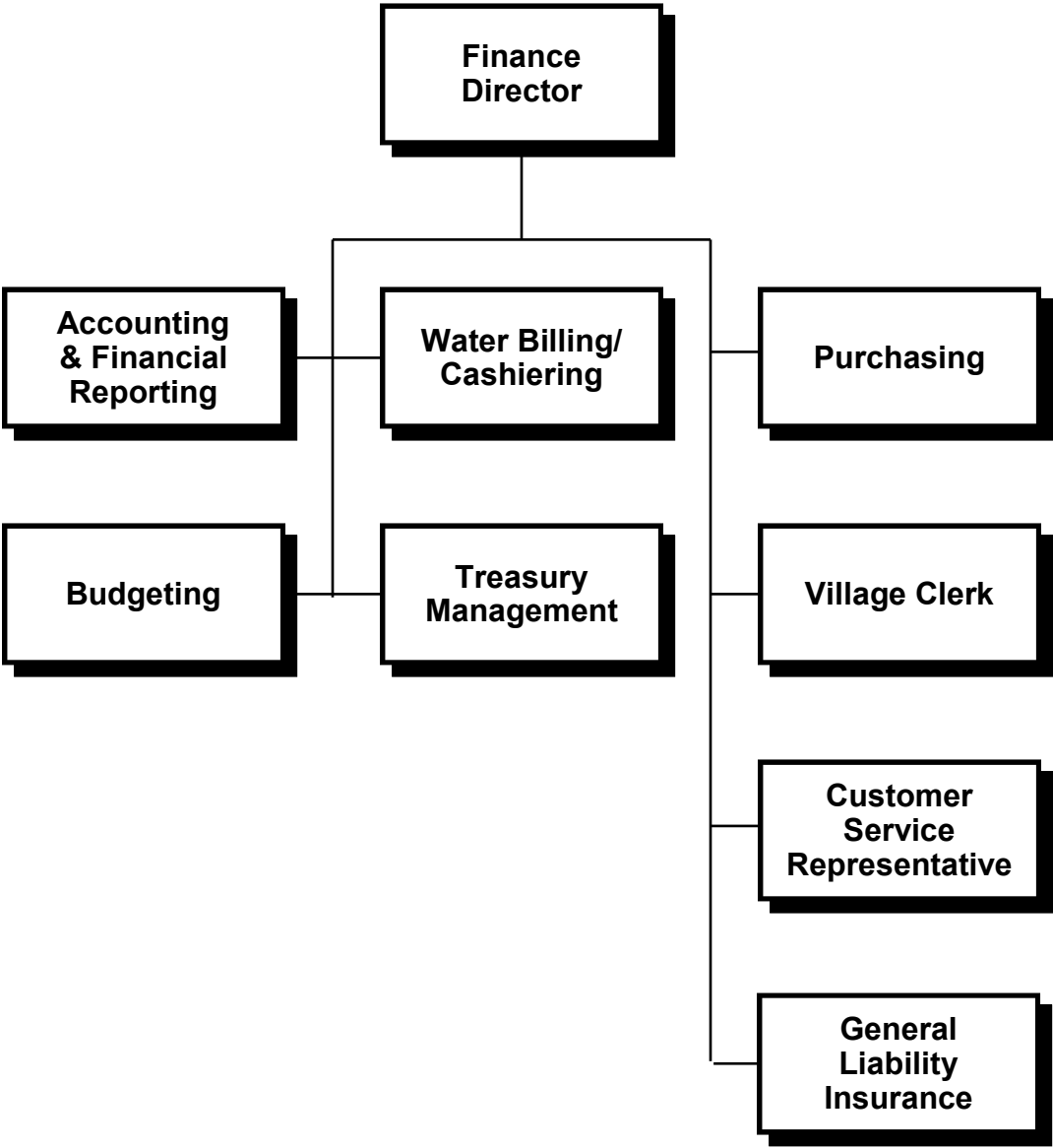
Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
101-0401-503.10-01	Salaries	Salaries	379,900		391,100	
TOTAL SALARIES			379,900		391,100	
FRINGE BENEFITS:						
101-0401-503.19-01	Workers' Compensation	Workers' Compensation Insurance	600		600	
101-0401-503.19-05	Medical Insurance	Medical Insurance	64,100		66,000	
101-0401-503.19-10	IMRF	IMRF	37,700		49,000	
101-0401-503.19-11	Social Security	Social Security	20,700		21,500	
101-0401-503.19-12	Medicare	Medicare	5,500		5,600	
TOTAL FRINGE BENEFITS			128,600		142,700	
CONTRACTUAL SERVICES:						
101-0401-503.20-10	Village Attorney Legal Serv	Counsel to Village Board	36,000		5,000	
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	90,000	140,100
101-0401-503.20-20	Legal Services	Litigation and other outside counsel	35,000		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	14,500		15,500	
TOTAL CONTRACTUAL SERVICES			264,200		234,200	

LEGAL

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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	7,800
		TOTAL COMMODITIES	<u>11,300</u>	<u>11,500</u>
		TOTAL LEGAL	<u><u>784,000</u></u>	<u><u>779,500</u></u>



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.

2019 Accomplishments

- Prepared an ERP Consultant RFP and recommended approval of a consultant.
- Refunded the Village's 2011 bonds, saving about \$1.2 million in debt service payments over the next seven years.
- Worked with the Human Resources Department to establish a new health insurance plan for retirees over 65 years old.
- Initiated an enhanced vehicle sticker enforcement program using State Motor Vehicle data, resulting in \$400,000 additional 2019 collections and \$200,000 on an ongoing basis.
- Initiated a multi-year fee and fine increase schedule to help reduce the increase in property taxes.
- Reviewed and updated the Village's Investment Policy.
- Prepared an RFP for Auditing Services for the next five years.

2020 Strategic Priorities and Key Projects

1. Revise/Automate the Travel & Training Form

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

Improve the internal review and approval process for travel and training requests, by automating the request and approval process.

Project Leads: Accounting Manager and Purchasing Coordinator

Project Completion: 1Q 2020

Cost Estimate: N/A – Internal development using existing Microsoft software.

2. Review and Revise Capital Accounting and Budget Definition

Staff Generated Project

For numerous years the Village has defined a capital purchase as an expenditure of \$10,000 with an expected life of one or more years. Since that time the Government Finance Officers' Association has developed a more current definition which can be used as a basis for a revised Village capital definition to be used for the Village's Capital Improvement Program.

Project Leads: Finance Director and Assistant Finance Director

Project Completion: 2Q 2020

Cost Estimate: N/A

FINANCE

(Continued)

3. Implement Five Year Fee & Fine Increase Plan

Strategic Priority: #1 Identify, Explore, Enhance Revenue Sources While Monitoring Taxes

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

Project Leads: Finance Director and Assistant Finance Director

Project Completion: 2Q 2020

Cost Estimate: N/A

4. Implement a Water and Sewer Fund Capital Financing Plan

Strategic Priority: #7 Continue with Infrastructure Improvement Efforts

The Village's 2020 tax supported debt service levy will be decreasing such that the Village will be able to schedule a \$14 million bond issue for capital purposes without increasing the tax levy.

Project Leads: Finance Director and Assistant Finance Director

Project Completion: 4Q 2020

Cost Estimate: Continuation of Village's existing debt service levy of about \$6.8 million per year.

Performance Measures

	2016	2017	2018
1. Number & Type of Payment Transactions			
Vehicle Stickers Sold			
In-Person / Dropbox / Mail	43,750	42,162	39,809
Internet Payments	1,080	1,955	3,386
Through Banks / Currency Exchanges	1,242	1,476	1,728
Total Number of Vehicle Stickers Sold	46,072	45,593	44,923
Water Bill Transactions			
By Direct Bank Debit (ACH)	44,058	46,098	47,430
Electronic Lockbox (ACH)	30,689	29,653	24,279
Internet Payments	6,712	7,678	13,262
In-Person / Dropbox / Mail	57,444	60,540	67,617
Total Water Bill Transactions	138,903	143,969	152,588
% of Water Bills - Bank Debit (ACH)	32%	32%	33%
% of Water Bills - Electronic Lockbox (ACH)	22%	21%	17%
% of Water Bills - Internet	5%	5%	9%
% of Water Bills - In-Person / Dropbox / Mail	41%	42%	47%
Parking Ticket Transactions			
In-Person / Dropbox / Mail	8,046	8,444	7,776
Internet Payments	4,539	3,728	4,167
Total Parking Ticket Transactions	12,585	12,172	11,943

FINANCE

(Continued)

Performance Measures (cont.)

	2016	2017	2018
2. Credit Card Payments			
# of Transactions	31,133	32,741	39,252
Total Payments	\$ 4,004,229	\$ 4,260,383	\$ 5,635,718
Total Fees	\$ 99,740	\$ 94,988	\$ 102,250
Average Fee %	2.49%	2.23%	1.81%
Average Payment Transaction Amount	\$ 128.62	\$ 130.12	\$ 143.58

3. Water Billing Activity			
# of Metered Accounts	21,044	21,080	21,112
Water Consumption Billed (in 1,000s of Gallons)			
Residential	1,512,279	1,499,867	1,409,317
Commercial	420,211	323,256	236,518
Industrial	314,838	294,961	302,563
Apartments*	52,534	155,961	289,940
Total Consumption Billed	2,299,862	2,274,045	2,238,338
Water / Sewer Revenues	\$ 16,017,792	\$ 16,560,185	\$ 17,004,943

*Apartment consumption billed increased significantly in 2017 after the storm water fee was implemented due to a change in classifications.

4. Cash & Investments			
Cash	\$ 9,674,919	\$ 10,580,452	\$ 12,450,890
Investments	\$124,832,536	\$118,098,714	\$110,977,593
Total	\$134,507,455	\$128,679,166	\$123,428,483
# of Funds Invested	92.8%	91.8%	86.2%

5. Purchasing			
# of Purchase Orders Processed	736	552	503
# of Field Purchase Orders Processed	6,729	6,123	5,228
Amount of Purchase Orders Processed	\$ 25,781,278	\$ 40,402,331	\$ 23,684,163
Amount of Field Purchase Orders Processed	\$ 2,515,111	\$ 2,328,016	\$ 2,477,387
Total Amount of Purchase Orders	\$ 28,296,389	\$ 42,730,347	\$ 26,161,550
# of Formal Bids / RFPs	48	39	25
Amount of Formal Bids / RFPs	\$ 15,138,329	\$ 16,423,363	\$ 779,068
% Amount of Formal Bids / RFPs	53%	38%	37%
Amount Saved by Competitive Bidding	\$ 1,753,639	\$ 2,582,923	\$ 1,309,581

6. Checks Issued			
Accounts Payable Checks Issued	6,756	6,278	6,068
Payroll Checks Issued	2,625	2,536	2,434
# of Direct Deposits	16,146	16,461	16,597
% of Payroll as Direct Deposits	86%	87%	88%

FINANCE

(Continued)

Performance Measures (cont.)

	2016	2017	2018
7. Ambulance Billing & Collections			
# of Bills	4,882	4,805	4,900
Amount Billed	\$ 1,785,003	\$ 1,689,780	\$ 4,071,438
Amount of Payments	\$ 1,623,425	\$ 1,677,209	\$ 2,141,657
Amount of Current Receivable	\$ 541,849	\$ 573,473	\$ 1,371,084
Amount Past Due / In-Collections	\$ 774,703	\$ 851,066	\$ 612,183
Billing Rates			
Village Charges / Medicare Allows (VAH / MED)			
Basic Life Support	400 / 372	400 / 375	1500 / 384
Advanced Life Support	400 / 442	400 / 446	1500 / 456
Advanced Life Support 2	450 / 639	450 / 645	1500 / 660

8. Village Clerk			
Processing Of:			
Ordinances	60	51	52
Resolutions	34	57	26
Agreements	54	59	36
Ethics Forms	228	226	167
Business Licenses*:			
New Businesses	270	434	152
Renewals	1,450	1,763	1,659
Transcribing of Village Board Minutes	26	29	27
Transcribing of Closed Session Minutes	16	8	8
Notarizations	239	333	247
Citizen Inquiries**	1,023	765	1,065
Voter Registrations	84	24	105
Scanned Documents	148	213	242

*Business Licenses were moved from Building and Life Safety to Finance during 2017.

**Citizen Inquiries were higher in 2016 due to the Presidential Election year.

9. GFOA Certifications			
Certificate of Achievement for Excellence in Financial Reporting	Received	Received	Submitted
Distinguished Budget Presentation Award	Received	Received	Received

OPERATION SUMMARY

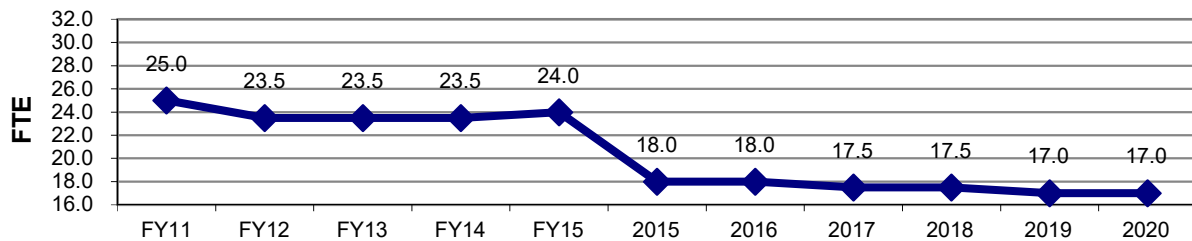
FINANCE

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	7.50	7.50	7.50	0.00	0.0%
Total F-T-E	18.00	17.50	17.00	17.00	17.00	0.00	0.0%
Expenditures							
Personal Services	\$2,007,593	\$2,109,601	\$2,121,200	\$2,167,000	\$2,244,700	\$77,700	3.6%
Contractual Services	977,171	888,656	926,000	946,800	949,300	2,500	0.3%
Commodities	32,913	24,407	31,600	32,900	33,200	300	0.9%
Other Charges	398,679	111,065	251,200	500,000	500,000	0	0.0%
Capital Items	0	9,929	0	0	0	0	N/A
Total Expenditures	\$3,416,356	\$3,143,658	\$3,330,000	\$3,646,700	\$3,727,200	\$80,500	2.2%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$1,611,170	\$1,648,806	\$1,688,300	\$1,718,300	\$1,781,100	\$62,800	3.7%
Capital Projects Fund	0	9,929	0	0	0	0	N/A
Water & Sewer Fund	1,075,695	1,071,648	1,058,700	1,086,400	1,088,100	1,700	0.2%
General Liability Ins Fund	729,491	413,275	583,000	842,000	858,000	16,000	1.9%
Total Expenditures	\$3,416,356	\$3,143,658	\$3,330,000	\$3,646,700	\$3,727,200	\$80,500	2.2%

STAFFING HISTORY



FINANCE

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-0501-503.10-01	Salaries	898,404	930,607	941,900	970,600	974,500	3,900	0.4%
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	12,511	15,090	20,000	6,000	6,000	0	0.0%
	Salaries	910,915	945,697	963,400	978,100	982,000	3,900	0.4%
101-0501-503.19-01	Workers Compensation	3,000	3,000	3,100	3,100	3,200	100	3.2%
101-0501-503.19-05	Medical Insurance	154,500	158,200	179,900	179,900	229,600	49,700	27.6%
101-0501-503.19-10	IMRF	112,474	119,667	94,300	97,800	123,900	26,100	26.7%
101-0501-503.19-11	Social Security	51,902	53,403	54,800	56,400	56,600	200	0.4%
101-0501-503.19-12	Medicare	12,742	13,180	13,700	14,200	14,200	0	0.0%
	Fringe Benefits	334,618	347,450	345,800	351,400	427,500	76,100	21.7%
101-0501-503.20-05	Professional Services	57,405	51,500	66,000	66,300	52,800	(13,500)	(20.4%)
101-0501-503.20-40	General Insurance	20,000	20,200	20,400	20,400	20,600	200	1.0%
101-0501-503.21-02	Equipment Maintenance	6,740	6,940	6,100	6,100	6,200	100	1.6%
101-0501-503.21-65	Other Services	130,687	138,804	140,900	140,900	133,300	(7,600)	(5.4%)
101-0501-503.22-01	Advertising	4,545	2,893	400	5,000	5,100	100	2.0%
101-0501-503.22-02	Dues	3,061	3,200	3,200	3,500	3,500	0	0.0%
101-0501-503.22-03	Training	8,474	6,904	7,000	8,200	8,300	100	1.2%
101-0501-503.22-05	Postage	37,618	40,041	41,500	41,500	41,900	400	1.0%
101-0501-503.22-10	Printing	17,164	18,229	20,000	24,000	24,200	200	0.8%
101-0501-503.22-15	Photocopying	5,373	5,519	6,000	6,100	6,100	0	0.0%
101-0501-503.22-25	IT/GIS Service Charge	39,900	35,800	34,800	34,800	37,300	2,500	7.2%
101-0501-503.22-30	Claims & Refunds	0	0	0	300	300	0	0.0%
	Contractual Services	330,967	330,030	346,300	357,100	339,600	(17,500)	(4.9%)
101-0501-503.30-01	Publications Periodicals	2,419	2,181	2,500	2,600	2,600	0	0.0%
101-0501-503.30-05	Office Supplies & Equip	19,787	12,558	18,600	18,600	18,800	200	1.1%
101-0501-503.30-25	Licensing Supplies	10,329	9,596	10,000	10,000	10,100	100	1.0%
101-0501-503.33-05	Other Supplies	362	72	500	500	500	0	0.0%
	Commodities	32,897	24,407	31,600	31,700	32,000	300	0.9%
101-0501-503.40-97	Inventory Short and Over	1,773	1,222	1,200	0	0	0	N/A
	Other Charges	1,773	1,222	1,200	0	0	0	N/A
Total Finance		1,611,170	1,648,806	1,688,300	1,718,300	1,781,100	62,800	3.7%

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
Finance Director	12	1.00	1.00	
Assistant Finance Director	9	1.00	1.00	
Accounting Manager	7	1.00	1.00	
Payroll Coordinator	5	1.00	1.00	
Purchasing Coordinator	5	1.00	1.00	
Accountant / Budget Coordinator	4	1.00	1.00	
Village Clerk	4	1.00	1.00	
Accounting Assistant	2	1.00	1.00	
Account Clerk	1	0.50	0.50	
Customer Service Representative	1	1.00	1.00	
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		
		2019	2020	+ (-)
101	General Fund	9.50	9.50	
505	Water & Sewer Fund	7.50	7.50	
	Total F-T-E All Funds	17.00	17.00	0.00

FINANCE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
101-0501-503.10-01	Salaries	Salaries	970,600		974,500	
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		978,100		982,000	
FRINGE BENEFITS:						
101-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance	3,100		3,200	
101-0501-503.19-05	Medical Insurance	Medical Insurance	179,900		229,600	
101-0501-503.19-10	IMRF	IMRF	97,800		123,900	
101-0501-503.19-11	Social Security	Social Security	56,400		56,600	
101-0501-503.19-12	Medicare	Medicare	14,200		14,200	
	TOTAL FRINGE BENEFITS		351,400		427,500	
CONTRACTUAL SERVICES:						
101-0501-503.20-05	Professional Services	Pension actuarial	14,200		14,300	
		Annual audit (governmental funds share)	31,200		31,400	
		Annual actuarial valuation of post employment benefits (governmental funds share)	6,900		7,100	
		Tracker services for pensions	14,000	66,300	0	52,800
101-0501-503.20-40	General Insurance	Liability and property insurance	20,400		20,600	
101-0501-503.21-02	Equipment Maintenance	NeoPost postage scale & postage meter	1,800		1,800	
		NeoPost folder/inserters	2,400		2,500	
		Alarm, check signer, typewriters, binding machine and archive storage system	1,900	6,100	1,900	6,200
101-0501-503.21-65	Other Services	GFOA CAFR certificate fee	700		700	
		GFOA budget certificate fee	600		600	
		Tracker annual fee	2,000		2,000	
		Title searches	500		500	
		Cell phone charges	800		800	
		Credit card processing fees	21,500		22,200	
		Bank service fees	12,500		13,200	
		Ambulance billing services	92,000		92,000	
		Searchable Village Code - Laserfiche	6,500		0	
		Miscellaneous	1,300		1,300	
		Prior Year Encumbrance Carryover	2,500	140,900	0	133,300
101-0501-503.22-01	Advertising	Bid advertising	2,000		2,100	
		Hearing notices	1,800		1,800	
		Annual Treasurers Report	1,200	5,000	1,200	5,100

FINANCE

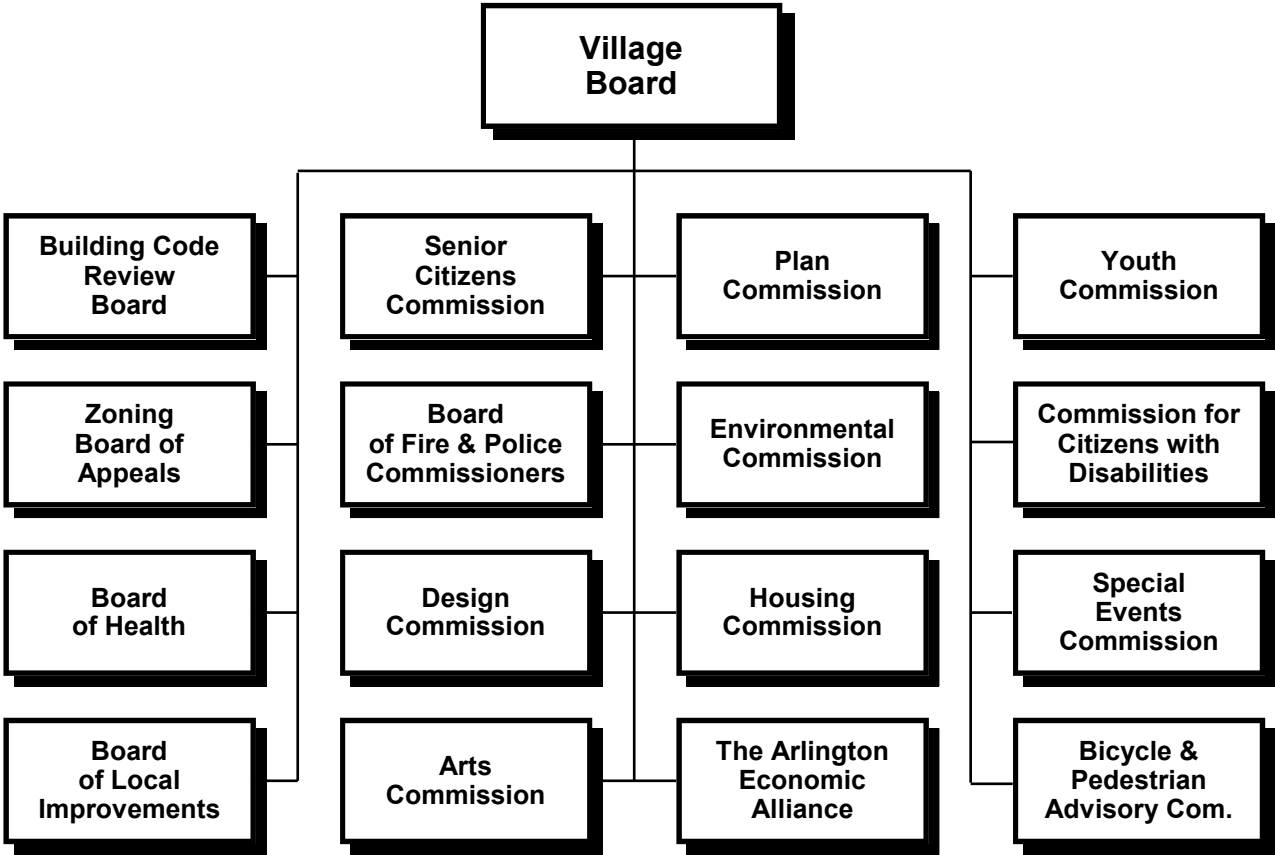
GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-0501-503.22-02	Dues	GFOA, IGFOA, CPA, AICPA, IMTA and other organizations for Finance, Purchasing, Payroll and Village Clerk		3,500		3,500
101-0501-503.22-03	Training	GFOA and IGFOA programs	2,500		2,500	
		Purchasing programs	600		600	
		National GFOA Committee	1,000		1,000	
		Tuition reimbursement	2,000		2,000	
		Municipal Clerks' Conference	1,000		1,000	
		Seminars & webinars	1,100	8,200	1,200	8,300
101-0501-503.22-05	Postage	Vehicle licenses, disbursement checks, purchase orders, bids, billings, special assessments, business licenses, & miscellaneous		41,500		41,900
101-0501-503.22-10	Printing	Comprehensive Annual Financial Report	1,900		2,000	
		Annual Budget	2,600		2,700	
		Forms, checks, notices, envelopes, report covers, ordinances and misc. printing	2,500		2,500	
		Vehicle/animal applications	17,000	24,000	17,000	24,200
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		34,800		37,300
101-0501-503.22-30	Claims & Refunds	Claims and refunds		300		300
		TOTAL CONTRACTUAL SERVICES		357,100		339,600
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		18,600		18,800
101-0501-503.30-25	Licensing Supplies	Vehicle stickers	7,600		7,700	
		Dog tags & motorcycle tags	1,200		1,200	
		Taxi licensing supplies	1,200	10,000	1,200	10,100
101-0501-503.33-05	Other Supplies & Equip	Miscellaneous commodities		500		500
		TOTAL COMMODITIES		31,700		32,000
		TOTAL FINANCE		1,718,300		1,781,100

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.

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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Authorized Positions in F-T-E	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Expenditures							
Personal Services	\$4,895	\$5,946	\$8,900	\$11,400	\$0	(\$11,400)	(100.0%)
Contractual Services	102,246	152,253	126,000	125,400	153,500	28,100	22.4%
Commodities	2,744	2,067	3,800	3,700	3,700	0	0.0%
Other Charges	72,982	71,877	81,500	92,204	99,300	7,096	7.7%
Total Expenditures	\$182,867	\$232,143	\$220,200	\$232,704	\$256,500	\$23,796	10.2%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$122,273	\$175,536	\$154,800	\$167,700	\$210,500	\$42,800	25.5%
SWANCC Fund	0	0	0	0	5,000	5,000	N/A
A & E Fund	60,594	56,607	65,400	65,004	41,000	(24,004)	(36.9%)
Total Expenditures	\$182,867	\$232,143	\$220,200	\$232,704	\$256,500	\$23,796	10.2%

BOARDS & COMMISSIONS - ADMINISTRATION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1001-502.20-40	General Insurance	3,200	3,200	3,200	3,200	3,200	0	0.0%
101-1001-502.22-02	Dues - Meet Chicago Northwest	84,200	87,700	83,500	83,500	86,300	2,800	3.4%
	Contractual Services	87,400	90,900	86,700	86,700	89,500	2,800	3.2%
101-1001-502.40-05	Grants - Arl Hts Com Con Band	7,100	7,200	7,300	7,300	7,400	100	1.4%
101-1001-502.40-70	B & C Recognition Program	0	0	0	0	10,000	10,000	N/A
	Other Charges	7,100	7,200	7,300	7,300	17,400	100	138.4%
Total B & C Administration		94,500	98,100	94,000	94,000	106,900	7,900	13.7%

ZONING BOARD OF APPEALS

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1003-502.10-03	Boards and Commissions	1,030	1,320	1,700	1,700	0	(1,700)	(100.0%)
	Salaries	1,030	1,320	1,700	1,700	0	(1,700)	(100.0%)
101-1003-502.19-11	Social Security	64	82	100	100	0	(100)	(100.0%)
101-1003-502.19-12	Medicare	15	19	100	100	0	(100)	(100.0%)
	Fringe Benefits	79	101	200	200	0	(200)	(100.0%)
101-1003-502.22-15	Photocopying	0	0	200	200	200	0	0.0%
	Contractual Services	0	0	200	200	200	0	0.0%
101-1003-502.30-05	Office Supplies & Equip	0	0	100	100	100	0	0.0%
	Commodities	0	0	100	100	100	0	0.0%
Total Zoning Brd of Appeals		1,109	1,421	2,200	2,200	300	(1,900)	(86.4%)

BUILDING CODE REVIEW BOARD

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1004-502.10-03	Boards and Commissions	475	50	100	1,200	0	(1,200)	(100.0%)
	Salaries	475	50	100	1,200	0	(1,200)	(100.0%)
101-1004-502.19-11	Social Security	29	3	0	100	0	(100)	(100.0%)
101-1004-502.19-12	Medicare	7	1	0	100	0	(100)	(100.0%)
	Fringe Benefits	36	4	0	200	0	(200)	(100.0%)
	Total Bldg Code Review Brd	511	54	100	1,400	0	(1,400)	(100.0%)

BOARD OF LOCAL IMPROVEMENTS

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1007-502.10-03	Boards and Commissions	125	25	100	800	0	(800)	(100.0%)
	Salaries	125	25	100	800	0	(800)	(100.0%)
101-1007-502.19-11	Social Security	7	1	0	100	0	(100)	(100.0%)
101-1007-502.19-12	Medicare	2	1	0	100	0	(100)	(100.0%)
	Fringe Benefits	9	2	0	200	0	(200)	(100.0%)
	Total Brd of Local Improv	134	27	100	1,000	0	(1,000)	(100.0%)

BOARD OF FIRE AND POLICE COMMISSIONERS

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1008-502.10-03	Boards and Commissions	810	1,375	1,500	1,500	0	(1,500)	(100.0%)
	Salaries	810	1,375	1,500	1,500	0	(1,500)	(100.0%)
101-1008-502.19-11	Social Security	50	85	100	100	0	(100)	(100.0%)
101-1008-502.19-12	Medicare	12	20	100	100	0	(100)	(100.0%)
	Fringe Benefits	62	105	200	200	0	(200)	(100.0%)
101-1008-502.20-75	Examinations	10,594	54,615	28,000	24,000	50,000	26,000	108.3%
101-1008-502.22-01	Advertising	1,227	2,228	1,500	1,500	1,500	0	0.0%
101-1008-502.22-02	Dues	375	375	400	400	400	0	0.0%
101-1008-502.22-05	Postage	0	13	100	100	100	0	0.0%
	Contractual Services	12,196	57,231	30,000	26,000	52,000	26,000	100.0%
Total Fire & Police Comm		13,068	58,711	31,700	27,700	52,000	24,300	87.7%

PLAN COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1009-502.10-03	Boards and Commissions	1,870	2,145	3,400	3,400	0	(3,400)	(100.0%)
	Salaries	1,870	2,145	3,400	3,400	0	(3,400)	(100.0%)
101-1009-502.19-11	Social Security	116	133	200	200	0	(200)	(100.0%)
101-1009-502.19-12	Medicare	27	31	100	100	0	(100)	(100.0%)
	Fringe Benefits	143	164	300	300	0	(300)	(100.0%)
101-1009-502.22-02	Dues	0	180	200	200	200	0	0.0%
101-1009-502.22-03	Training	0	0	300	300	300	0	0.0%
101-1009-502.22-15	Photocopying	0	3	300	300	300	0	0.0%
	Contractual Services	0	183	800	800	800	0	0.0%
Total Plan Commission		2,013	2,492	4,500	4,500	800	(3,700)	(82.2%)

ENVIRONMENTAL COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1010-502.10-03	Boards and Commissions	238	608	1,200	1,500	0	(1,500)	(100.0%)
	Salaries	238	608	1,200	1,500	0	(1,500)	(100.0%)
101-1010-502.19-11	Social Security	15	38	100	100	0	(100)	(100.0%)
101-1010-502.19-12	Medicare	3	9	100	100	0	(100)	(100.0%)
	Fringe Benefits	18	47	200	200	0	(200)	(100.0%)
101-1010-502.22-05	Postage	9	0	0	100	100	0	0.0%
101-1010-502.22-10	Printing	0	0	700	1,000	400	(600)	(60.0%)
101-1010-502.22-15	Photocopying	0	0	0	100	100	0	0.0%
	Contractual Services	9	0	700	1,200	600	(600)	(50.0%)
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		265	655	2,100	3,000	700	(2,300)	(76.7%)

HOUSING COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1011-502.22-05	Postage	1	0	100	100	100	0	0.0%
101-1011-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	Contractual Services	1	0	200	200	200	0	0.0%
101-1011-502.30-01	Publications	575	0	600	600	0	(600)	(100.0%)
101-1011-502.33-05	Other Supplies (program marktnng)	0	0	500	500	1,100	600	120.0%
	Commodities	575	0	1,100	1,100	1,100	0	0.0%
Total Housing Commission		576	0	1,300	1,300	1,300	0	0.0%

ELECTRICAL COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1012-502.22-03	Training	0	0	0	100	0	(100)	(100.0%)
	Contractual Services	0	0	0	100	0	(100)	(100.0%)
	Total Electrical Commission	0	0	0	100	0	(100)	(100.0%)

SENIOR CITIZENS COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1013-502.22-01	Advertising	0	0	100	100	100	0	0.0%
101-1013-502.22-03	Training	389	0	400	500	500	0	0.0%
101-1013-502.22-05	Postage	75	101	300	400	400	0	0.0%
101-1013-502.22-15	Photocopying	0	65	200	200	200	0	0.0%
	Contractual Services	464	166	1,000	1,200	1,200	0	0.0%
101-1013-502.30-05	Office Supplies & Equip	161	76	200	200	200	0	0.0%
101-1013-502.33-05	Other Supplies	309	514	500	500	500	0	0.0%
	Commodities	470	590	700	700	700	0	0.0%
	Total Senior Citizen Comm	934	756	1,700	1,900	1,900	0	0.0%

YOUTH COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1014-502.22-05	Postage	9	10	0	100	100	0	0.0%
101-1014-502.22-10	Printing	0	0	0	100	100	0	0.0%
101-1014-502.22-15	Photocopying	0	0	0	100	100	0	0.0%
	Contractual Services	9	10	0	300	300	0	0.0%
101-1014-502.33-05	Other Supplies	67	286	300	100	100	0	0.0%
	Commodities	67	286	300	100	100	0	0.0%
	Total Youth Commission	76	296	300	400	400	0	0.0%

DESIGN COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1015-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	Contractual Services	0	0	100	100	100	0	0.0%
101-1015-502.30-05	Office Supplies & Equip	300	336	400	400	400	0	0.0%
	Commodities	300	336	400	400	400	0	0.0%
	Total Design Commission	300	336	500	500	500	0	0.0%

COMMISSION FOR CITIZENS WITH DISABILITIES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1017-502.20-24	Disabled Citizen Programs	474	1,196	1,200	2,000	2,000	0	0.0%
101-1017-502.22-03	Training	0	0	100	300	300	0	0.0%
101-1017-502.22-05	Postage	184	347	300	500	500	0	0.0%
101-1017-502.22-15	Photocopying	0	137	100	300	300	0	0.0%
	Contractual Services	658	1,680	1,700	3,100	3,100	0	0.0%
101-1017-502.33-05	Other Supplies	220	191	200	200	200	0	0.0%
	Commodities	220	191	200	200	200	0	0.0%
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	1,878	2,871	2,900	4,300	4,300	0	0.0%

SPECIAL EVENTS COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1018-502.21-65	Other Services	0	233	1,500	1,500	1,500	0	0.0%
101-1018-502.22-05	Postage	409	235	100	100	100	0	0.0%
101-1018-502.22-10	Printing	0	0	600	600	600	0	0.0%
	Contractual Services	409	468	2,200	2,200	2,200	0	0.0%
101-1018-502.40-55	Special Events	0	0	0	0	19,000	19,000	N/A
	Special Events	0	0	0	0	19,000	19,000	N/A
	Total Special Events Comm	409	468	2,200	2,200	21,200	19,000	863.6%

BICYCLE & PEDESTRIAN ADVISORY COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1019-502.22-02	Dues	390	455	500	500	500	0	0.0%
101-1019-502.22-03	Training	0	0	400	400	400	0	0.0%
101-1019-502.22-10	Printing	0	613	700	700	700	0	0.0%
101-1019-502.22-15	Photocopying	0	100	100	100	100	0	0.0%
	Contractual Services	390	1,168	1,700	1,700	1,700	0	0.0%
101-1019-502.40-55	Special Events	801	4,050	3,200	3,200	200	(3,000)	(93.8%)
	Other Charges	801	4,050	3,200	3,200	200	(3,000)	(93.8%)
	Total Bicycle & Pedestrian Advisory Commission	1,191	5,218	4,900	4,900	1,900	(3,000)	(61.2%)

THE ARLINGTON ECONOMIC ALLIANCE

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1021-502.22-15	Photocopying	0	0	0	300	300	0	0.0%
	Contractual Services	0	0	0	300	300	0	0.0%
101-1021-502.40-40	Promote Economic Bus Dev	3,487	3,020	4,600	15,700	15,700	0	0.0%
	Other Charges	3,487	3,020	4,600	15,700	15,700	0	0.0%
	Total Arl Economic Alliance	3,487	3,020	4,600	16,000	16,000	0	0.0%

ARTS COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-1022-502.22-05	Postage	692	359	400	800	800	0	0.0%
101-1022-502.22-15	Photocopying	18	88	300	500	500	0	0.0%
	Contractual Services	710	447	700	1,300	1,300	0	0.0%
101-1022-502.33-05	Other Supplies	1,112	664	1,000	1,000	1,000	0	0.0%
	Commodities	1,112	664	1,000	1,000	1,000	0	0.0%
	Total Arts Commission	1,822	1,111	1,700	2,300	2,300	0	0.0%
	TOTAL BRDS & COMM	122,273	175,536	154,800	167,700	210,500	37,800	25.5%

BOARDS & COMMISSIONS - ADMINISTRATION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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)	83,500	86,300
		TOTAL CONTRACTUAL SERVICES	86,700	89,500
OTHER CHARGES:				
101-1001-502.40-05	Grants	Arlington Heights Community Concert Band	7,300	7,400
101-1001-502.40-70	B & C Recognition Prog.	Boards & Commissions Recognition Program	0	10,000
		TOTAL OTHER CHARGES	7,300	17,400
		TOTAL B&C ADMINISTRATION	94,000	106,900

ZONING BOARD OF APPEALS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
101-1003-502.10-03	Boards and Commissions	1 Chairman @ \$20 per meeting 6 Members @ \$15/pp per meeting	1,700	0
		TOTAL SALARIES	1,700	0
FRINGE BENEFITS:				
101-1003-502.19-11	Social Security	Social Security	100	0
101-1003-502.19-12	Medicare	Medicare	100	0
		TOTAL FRINGE BENEFITS	200	0
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	300

BUILDING CODE REVIEW BOARD

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
101-1004-502.10-03	Boards and Commissions	4 Members x 12 meetings x \$25	1,200	0
		TOTAL SALARIES	<u>1,200</u>	<u>0</u>
FRINGE BENEFITS:				
101-1004-502.19-11	Social Security	Social Security	100	0
101-1004-502.19-12	Medicare	Medicare	100	0
		TOTAL FRINGE BENEFITS	<u>200</u>	<u>0</u>
		TOTAL BUILDING CODE REVIEW BOARD	<u>1,400</u>	<u>0</u>

BOARD OF LOCAL IMPROVEMENTS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
101-1007-502.10-03	Boards and Commissions	1 Chairman x 10 meetings x \$20 4 Members x 10 meetings x \$15	800	0
		TOTAL SALARIES	<u>800</u>	<u>0</u>
FRINGE BENEFITS:				
101-1007-502.19-11	Social Security	Social Security	100	0
101-1007-502.19-12	Medicare	Medicare	100	0
		TOTAL FRINGE BENEFITS	<u>200</u>	<u>0</u>
		TOTAL BOARD OF LOCAL OF IMPRV.	<u>1,000</u>	<u>0</u>

BOARD OF FIRE AND POLICE COMMISSIONERS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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	0
		TOTAL SALARIES	1,500	0
FRINGE BENEFITS:				
101-1008-502.19-11	Social Security	Social Security	100	0
101-1008-502.19-12	Medicare	Medicare	100	0
		TOTAL FRINGE BENEFITS	200	0
CONTRACTUAL SERVICES:				
101-1008-502.20-75	Examinations	Examinations	24,000	50,000
101-1008-502.22-01	Advertising	Advertising	1,500	1,500
101-1008-502.22-02	Dues	Fire/Police Comm. State membership	400	400
101-1008-502.22-05	Postage	Postage	100	100
		TOTAL CONTRACTUAL SERVICES	26,000	52,000
		TOTAL BRD. OF POL. & FIRE COMM.	27,700	52,000

PLAN COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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	0
		TOTAL SALARIES	3,400	0
FRINGE BENEFITS:				
101-1009-502.19-11	Social Security	Social Security	200	0
101-1009-502.19-12	Medicare	Medicare	100	0
		TOTAL FRINGE BENEFITS	300	0
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	800

ENVIRONMENTAL COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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	0
		TOTAL SALARIES	1,500	0
FRINGE BENEFITS:				
101-1010-502.19-11	Social Security	Social Security	100	0
101-1010-502.19-12	Medicare	Medicare	100	0
		TOTAL FRINGE BENEFITS	200	0
CONTRACTUAL SERVICES:				
101-1010-502.22-05	Postage	Postage	100	100
101-1010-502.22-10	Printing	Printing of promotional materials Prior Year Encumbrance Carryover	400 600 1,000	400
101-1010-502.22-15	Photocopying	Photocopying	100	100
		TOTAL CONTRACTUAL SERVICES	1,200	600
COMMODITIES:				
101-1010-502.30-05	Office Supplies & Equip	Office supplies; awards	100	100
		TOTAL COMMODITIES	100	100
		TOTAL ENVIRONMENTAL COMMISSION	3,000	700

HOUSING COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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	0
101-1011-502.33-05	Other Supplies	Other Supplies (program marketing)	500	1,100
	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 2019	Budget 2020
CONTRACTUAL SERVICES:				
101-1012-502.22-03	Training	Training and education	100	0
	TOTAL CONTRACTUAL SERVICES		<u>100</u>	<u>0</u>
	TOTAL ELECTRICAL COMMISSION		<u>100</u>	<u>0</u>

SENIOR CITIZENS COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
101-1013-502.22-01	Advertising	Outreach/marketing/advertising	100	100
101-1013-502.22-03	Training	Senior Citizen Commission	500	500
101-1013-502.22-05	Postage	Postage	400	400
101-1013-502.22-15	Photocopying	Photocopying	200	200
TOTAL CONTRACTUAL SERVICES			1,200	1,200
COMMODITIES:				
101-1013-502.30-05	Office Supplies & Equip	Office supplies for public meetings	200	200
101-1013-502.33-05	Other Supplies & Equip	Commissioner pins, memorials, etc.	500	500
TOTAL COMMODITIES			700	700
TOTAL SENIOR CITIZENS COMM.			1,900	1,900

YOUTH COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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 2019	Budget 2020
CONTRACTUAL SERVICES:				
101-1015-502.22-15	Photocopying	Photocopying	100	100
	TOTAL CONTRACTUAL SERVICES		<u>100</u>	<u>100</u>
COMMODITIES:				
101-1015-502.30-05	Office Supplies & Equip	Award plaques	400	400
	TOTAL COMMODITIES		<u>400</u>	<u>400</u>
	TOTAL DESIGN COMMISSION		<u>500</u>	<u>500</u>

COMMISSION FOR CITIZENS WITH DISABILITIES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
101-1017-502.20-24	Disabled Citizen Program	Disabled Citizens Community Awareness Projects	2,000	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	300	300
	TOTAL CONTRACTUAL SERVICES		<u>3,100</u>	<u>3,100</u>
COMMODITIES:				
101-1017-502.33-05	Other Supplies & Equip	Misc. supplies including instant film for Disabilities Carnival (funded by donations)	200	200
	TOTAL COMMODITIES		<u>200</u>	<u>200</u>
OTHER CHARGES:				
101-1017-502.40-58	Disabled Citizen Donations	Disability Carnival Sponsorship (funded entirely by donations)	1,000	1,000
	TOTAL OTHER CHARGES		<u>1,000</u>	<u>1,000</u>
	TOTAL COM. FOR CITIZENS W/DISAB		<u>4,300</u>	<u>4,300</u>

SPECIAL EVENTS COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
101-1018-502.21-65	Other Services	Awards & plaques	1,500	1,500
101-1018-502.22-05	Postage	Postage	100	100
101-1018-502.22-10	Printing	Printing	600	600
	TOTAL CONTRACTUAL SERVICES		<u>2,200</u>	<u>2,200</u>
SPECIAL EVENTS:				
101-1018-502.40-55	Special Events	Hearts of Gold (AE0622)	0	19,000
	TOTAL SPECIAL EVENTS		<u>0</u>	<u>19,000</u>
	TOTAL SPECIAL EVENTS COMM.		<u>2,200</u>	<u>21,200</u>

BICYCLE & PEDESTRIAN ADVISORY COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
101-1019-502.22-02	Dues	Membership dues	500	500
101-1019-502.22-03	Training	Education	400	400
101-1019-502.22-10	Printing	Printing of educational material, bike maps	700	700
101-1019-502.22-15	Photocopying	Photocopying	100	100
	TOTAL CONTRACTUAL SERVICES		<u>1,700</u>	<u>1,700</u>
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	0
	TOTAL OTHER CHARGES		<u>3,200</u>	<u>200</u>
	TOTAL BICYCLE & PEDESTRIAN ADVISORY COMMISSION		<u>4,900</u>	<u>1,900</u>

THE ARLINGTON ECONOMIC ALLIANCE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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)	10,700	10,700
	Marketing & Communications		5,000 15,700	5,000 15,700
	TOTAL OTHER CHARGES		<u>15,700</u>	<u>15,700</u>
	TOTAL ARL. ECONOMIC ALLIANCE		<u>16,000</u>	<u>16,000</u>

ARTS COMMISSION

GENERAL FUND

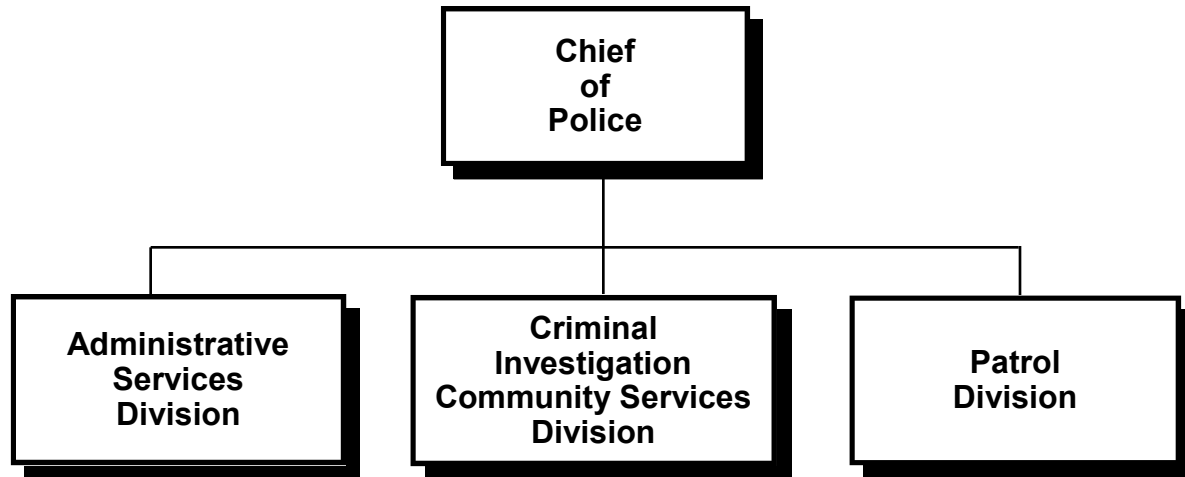
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
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>167,700</u>	<u>210,500</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.

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.

Traffic Bureau

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

Overweight Truck Enforcement: Selective enforcement of vehicle weight-limit violations.

Parking Enforcement: Responsible for the enforcement of parking ordinances.

Traffic Enforcement: Responsible for selective enforcement to address the on-going traffic concerns of the community.

2019 Accomplishments

- Collaborative training with Fire Department to increase operational readiness was accomplished through completion of rescue task force training and equipment purchase.
- Assess investigative clearance rates. The CIB clearance rate in 2019 through 8/7/19 was 65.94%. The 2018 clearance rate for the CIB is 66.33%. The 2019 clearance rate is consistent with the 2018 clearance rate.
- Increase the number of investigators trained in the Computer Voice Stress Analysis (CVSA) program. Two investigators will be re-certified through a training course in Milwaukee, WI in August.
- Continued to convert Cold cases into digital format. Projected to have two additional cases converted by the end of the year.
- Alternated Rockin' with the Cops site. Returned to Pioneer Park in 2019, as the alternate sites did not generate an increase in attendance.
- Researched Park issues which can be addressed through the use of Crime Prevention Through Environmental Design (CPTED) principles. Several slated for Fall completion.
- Updated all CSB handouts and informational documents. Ongoing process. Numerous handouts have been purged and replaced with updated versions. On pace to complete by the end of the year.
- Explored new opportunities to expand the usage of the VIPS Program. Added five VIPS members in 2019. In addition to special events, VIPS assisted in child safety seat checks, the police department open house, and many hours of clerical assistance in the Records Department.
- Patrol and Traffic Bureau units began issuing "A" tickets for occupant protection violations, though legal considerations prohibited our ability to do so for distracted driving violations.
- Adding a fine component to "C" tickets was explored, though not implemented, as "A" ticket program could encompass those violations.
- 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 training was provided to all Arlington Heights Police sworn staff in 2019. Training of support staff and new hires to be completed by the end of the year, making the Department compliant.

2020 Strategic Priorities & Key Projects**1. Implementation of Computer-Aided-Dispatch (CAD) and Records Management System (RMS) Software**

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

Implement Motorola's Premier One CAD/RMS software. This project has been spearheaded by Northwest Central Dispatch (NWCD) with input from representatives of member agencies. Each member agency will be responsible for training all of their personnel and fully utilizing the software for their respective departments.

Project Leads: Collaborative Process (Police, Fire & IT representatives)

Project Completion: 2Q 2020

Cost: Included in annual NWCD assessment

2. Prioritizing Diversity for Sworn Officer Recruitment

Strategic Priority: #9 Find New Ways to Embrace Diversity within the Community and the Village Government

Continue to work with Human Resources, Village Manager's Office, and the Northwest Suburban working group of municipal managers and Chiefs to review existing police workforce demographic data, research recruitment opportunities, connect with minority organizations and other activities to assist in recruiting diverse candidates for law enforcement.

Project Leads: Department Recruitment Team and Human Resources

Project Completion: throughout 2020-2021

Cost: TBD

3. Exploring Alternative Funding Sources for CARE Program

Strategic Priority: #1 Identify, Explore, Enhance Revenue Sources While Monitoring Taxes

Research grant funding opportunities in order to keep the CARE program operational and explore a mechanism(s) that allows for individual and business donations to the program.

Project Completion: 2Q 2020

Cost: Currently ICJIA grant funded through June 30, 2020

4. Implementation of License Plate Reader (LPR) Technology

Strategic Priority: #1 Identify, Explore, Enhance Revenue Sources While Monitoring Taxes

Utilize the recent acquisitions of LPR technology to allow for more efficient identification and enforcement of parking violations which could lead to a reallocation of personnel to other enforcement or service activities and potentially increase revenue and/or parking compliance. In addition, explore static LPR cameras to post at high volume intersections to assist in community safety and criminal investigations.

Project Lead: Traffic Commander

Project Completion: 2Q 2020

Cost: Funded through asset forfeiture

5. Public Service Officers (PSOs) Taking Non-Criminal Police Reports

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

In an effort to enhance law enforcement services and increase customer service delivery to the public by quickly processing a police report and to keep sworn officers patrolling their beats, allow PSOs to take non-criminal reports from the public.

Project Lead: Deputy Chief of Patrol

Project Completion: 2Q 2020

Cost: N/A

6. Identify External & Internal Services/Processes that can be Transitioned to See-Click-Fix or CityWorks

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

Explore and audit existing processes for both external services and internal operations in order to leverage existing Village technological infrastructure investments and enhance services to the public. Project is anticipated to commence in 4Q 2019 with the implementation of overnight parking requests on See-Click-Fix and internal vehicle maintenance requests through CityWorks.

Project Leads: Management Analyst & Public Works

Project Completion: 4Q 2020

Cost: N/A

7. Creation of a Cannabis Task Force

Strategic Priority: #8 Review Impact of Changes to Cannabis Laws

Due to state law changes, recreational cannabis use will be allowed for adults beginning on January 1, 2020. This fundamental change in cannabis activity could have a potential impact on theft, driving under the influence and other crimes/quality of life incidents throughout the community. The creation of a task force to monitor and evaluate these potential impacts will assist in devising an appropriate response.

Project Lead: Chief of Police

Project Completion: 4Q 2020

Cost: N/A

POLICE

(Continued)

Performance Measures

	2016	2017	2018
1. Overall Crash Experience	2076	1886 (-9.2%)	1742 (-7.6%)
2. # of Citations Issued:			
Hazardous Citations	5,837	5,290	4,470
Non-Hazardous Citations	8,200	7,028	6,297
Parking Violations	<u>13,898</u>	<u>12,626</u>	<u>12,539</u>
Total Tickets Issued	27,935	24,944	23,306
3. Part I Crimes	821	740	684
Part II Crimes (all other offenses)	<u>1,738</u>	<u>1,458</u>	<u>1,253</u>
Total Crime Reported	2,559	2,198	1,937
4. Arrests:			
Adult	721	554	522
Juvenile	<u>103</u>	<u>100</u>	<u>70</u>
Total Arrests	824	654	592

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

Business Satisfaction Survey

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

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

Citizen Satisfaction Survey

In the spring of 2017, the Arlington Heights Police Department distributed a survey to a sample of residents in the Village. The goal of the survey was to obtain resident feedback on their interactions with the police, gauge resident perceptions of the efforts and visibility of the Arlington Heights Police Department, and assess resident perceptions of neighborhood safety. Completed surveys were returned by more than 700 Village residents, and analyses of those completed surveys revealed the following:

- Among both those who had direct contact with the police and those that did not, Arlington Heights residents indicated a very high level of satisfaction with their police department;
- The majority (87%) 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%) rated traffic enforcement, police visibility in the community, and the overall services provided by the Arlington Heights Police Department as a combined "Excellent" or "Good."
- In general, the majority (67%) of respondents to the survey indicated a low level of concern about being the victim of a serious crime, which showed improvement from the 2014 survey, when 61 percent indicated a low level of concern about serious crime victimization.

OPERATION SUMMARY

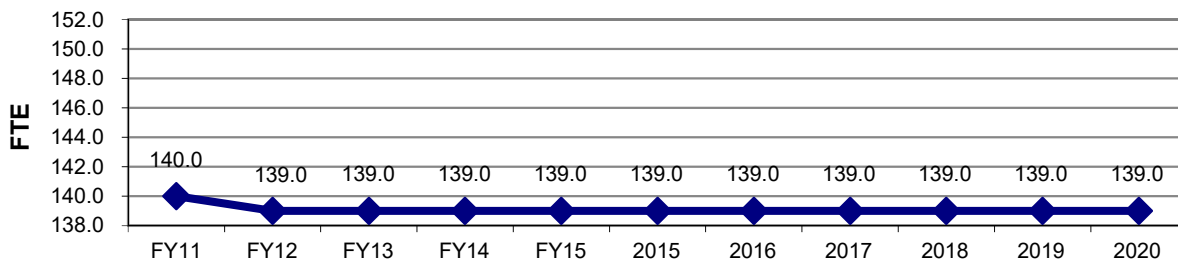
POLICE

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	\$21,996,043	\$23,951,136	\$23,476,500	\$23,851,700	\$24,727,800	\$876,100	3.7%
Contractual Services	2,558,387	2,615,403	2,822,800	2,822,815	2,690,300	(132,515)	(4.7%)
Commodities	423,376	493,464	558,600	583,035	509,500	(73,535)	(12.6%)
Other Charges	0	29	0	0	0	0	N/A
Capital Items	82,386	126,421	193,200	194,632	157,000	(37,632)	(19.3%)
Total Expenditures	\$25,060,192	\$27,186,453	\$27,051,100	\$27,452,182	\$28,084,600	\$632,418	2.3%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund - Police	24,263,492	26,328,183	26,082,900	26,483,807	27,119,500	\$635,693	2.4%
General Fund - Police Grant	114,040	120,211	121,700	120,100	129,600	9,500	7.9%
Municipal Park Opr Fund	529,974	538,738	579,800	578,243	615,200	36,957	6.4%
Capital Projects Fund	82,386	126,421	193,200	194,632	157,000	(37,632)	(19.3%)
A & E Fund	70,300	72,900	73,500	75,400	63,300	(12,100)	(16.0%)
Total Expenditures	\$25,060,192	\$27,186,453	\$27,051,100	\$27,452,182	\$28,084,600	\$632,418	2.3%

STAFFING HISTORY



POLICE

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-3001-511.10-01	Salaries	1,654,351	1,693,448	1,742,100	1,774,200	1,832,100	57,900	3.3%
101-3001-511.11-61	Police Administration	1,222,512	1,235,251	1,311,900	1,316,000	1,362,300	46,300	3.5%
101-3001-511.11-64	Police Supervision	1,655,214	1,791,242	1,735,300	1,783,000	1,808,900	25,900	1.5%
101-3001-511.11-70	Police Officer	7,805,986	8,039,556	8,472,400	8,699,700	8,938,400	238,700	2.7%
101-3001-511.18-01	Temporary Help	237	0	1,200	3,100	3,200	100	3.2%
101-3001-511.18-03	Seasonal Help	163,750	150,055	156,300	165,100	169,200	4,100	2.5%
101-3001-511.18-05	Overtime Civilian	43,557	31,748	46,900	65,200	66,800	1,600	2.5%
101-3001-511.18-07	Overtime Sworn	805,413	825,558	844,400	710,100	740,200	30,100	4.2%
101-3001-511.18-08	Overtime Sworn Court	119,960	123,059	156,200	229,500	175,200	(54,300)	(23.7%)
101-3001-511.18-09	Holiday Sworn	102,473	116,999	114,400	124,200	127,300	3,100	2.5%
101-3001-511.18-80	Special Detail	209,496	211,508	220,700	236,800	242,700	5,900	2.5%
101-3001-511.18-81	Special Detail Grants	49,342	60,027	64,600	89,200	91,400	2,200	2.5%
	Salaries	13,832,291	14,278,451	14,866,400	15,196,100	15,557,700	361,600	2.4%
101-3001-511.19-01	Workers Compensation	613,000	619,100	631,500	631,500	644,100	12,600	2.0%
101-3001-511.19-05	Medical Insurance	2,380,700	2,455,100	2,750,000	2,750,000	2,955,700	205,700	7.5%
101-3001-511.19-09	Public Safety Pension	3,994,000	5,379,000	4,017,000	4,017,000	4,209,000	192,000	4.8%
101-3001-511.19-10	IMRF	202,930	208,400	174,400	184,100	241,600	57,500	31.2%
101-3001-511.19-11	Social Security	101,049	106,236	108,000	124,500	129,200	4,700	3.8%
101-3001-511.19-12	Medicare	193,421	200,722	192,300	212,900	222,600	9,700	4.6%
	Fringe Benefits	7,485,100	8,968,558	7,873,200	7,920,000	8,402,200	482,200	6.1%
101-3001-511.20-37	Central Dispatch	852,593	913,220	910,300	910,300	742,700	(167,600)	(18.4%)
101-3001-511.20-40	General Insurance	274,200	276,900	279,700	279,700	282,500	2,800	1.0%
101-3001-511.21-02	Equipment Maintenance	23,921	25,491	38,600	38,600	38,600	0	0.0%
101-3001-511.21-65	Other Services	124,711	118,578	215,100	215,100	185,100	(30,000)	(13.9%)
101-3001-511.22-02	Dues	14,045	14,405	17,400	17,400	17,400	0	0.0%
101-3001-511.22-03	Training	104,218	93,586	113,500	113,515	112,100	(1,415)	(1.2%)
101-3001-511.22-05	Postage	8,420	9,635	13,000	13,000	13,000	0	0.0%
101-3001-511.22-10	Printing	9,023	9,309	10,200	10,200	10,200	0	0.0%
101-3001-511.22-15	Photocopying	9,654	6,842	12,300	12,300	12,300	0	0.0%
101-3001-511.22-25	IT/GIS Service Charge	512,300	516,700	516,200	516,200	626,400	110,200	21.3%
101-3001-511.22-37	Vehicle/Equip Lease Charge	592,800	607,500	667,100	667,100	618,800	(48,300)	(7.2%)
	Contractual Services	2,525,885	2,592,166	2,793,400	2,793,415	2,659,100	(134,315)	(4.8%)
101-3001-511.30-01	Publications Periodicals	2,127	967	3,300	3,300	3,300	0	0.0%
101-3001-511.30-05	Office Supplies & Equip	28,652	31,813	31,200	31,200	30,000	(1,200)	(3.8%)
101-3001-511.30-20	Photographic Supplies	3,068	294	2,000	2,000	2,000	0	0.0%
101-3001-511.30-35	Clothing	157,270	178,861	196,000	196,033	170,800	(25,233)	(12.9%)
101-3001-511.30-50	Petroleum Products	145,609	164,387	175,000	201,500	174,600	(26,900)	(13.3%)
101-3001-511.33-05	Other Supplies	11,453	11,593	15,000	12,800	13,400	600	4.7%
101-3001-511.33-25	Operational Supplies	61,476	87,094	113,400	113,459	92,400	(21,059)	(18.6%)
101-3001-511.33-30	Community Service Supply	10,561	13,970	14,000	14,000	14,000	0	0.0%
	Commodities	420,216	488,979	549,900	574,292	500,500	(73,792)	(12.8%)
101-3001-511.40-67	Canine Program	0	29	0	0	0	0	N/A
	Other Charges	0	29	0	0	0	0	N/A
	Total Police Admin	24,263,492	26,328,183	26,082,900	26,483,807	27,119,500	635,693	2.4%

POLICE GRANT

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-3005-511.10-01	Salaries	89,168	93,819	97,000	95,600	100,800	5,200	5.4%
	Salaries	89,168	93,819	97,000	95,600	100,800	5,200	5.4%
101-3005-511.19-01	Workers Compensation	300	300	300	300	300	0	0.0%
101-3005-511.19-05	Medical Insurance	6,800	7,100	7,300	7,300	8,000	700	9.6%
101-3005-511.19-10	IMRF	11,010	11,876	9,700	9,600	12,700	3,100	32.3%
101-3005-511.19-11	Social Security	5,480	5,767	6,000	5,900	6,300	400	6.8%
101-3005-511.19-12	Medicare	1,282	1,349	1,400	1,400	1,500	100	7.1%
	Fringe Benefits	24,872	26,392	24,700	24,500	28,800	4,300	17.6%
	Total Police Grant	114,040	120,211	121,700	120,100	129,600	9,500	7.9%
	Total Police Dept	24,377,532	26,448,394	26,204,600	26,603,907	27,249,100	645,193	2.4%

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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	0.00	(1.00)
Public Service Officer II	3	1.00	2.00	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		
		2019	2020	+ (-)
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****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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 2019	Budget 2020
SALARIES:				
101-3001-511.10-01	Salaries	Salaries	1,774,200	1,832,100
101-3001-511.11-61	Police Administration	Police Administration	1,316,000	1,362,300
101-3001-511.11-64	Police Supervision	Police Supervision	1,783,000	1,808,900
101-3001-511.11-70	Police Officer	Police Officer	8,699,700	8,938,400
101-3001-511.18-01	Temporary Help	Temporary Help	3,100	3,200
101-3001-511.18-03	Seasonal Help	Seasonal Help	165,100	169,200
101-3001-511.18-05	Overtime Civilian	Overtime Civilian	65,200	66,800
101-3001-511.18-07	Overtime Sworn	Overtime Sworn	710,100	740,200
101-3001-511.18-08	Overtime Sworn Court	Overtime Sworn Court	229,500	175,200
101-3001-511.18-09	Holiday Sworn	Holiday Sworn	124,200	127,300
101-3001-511.18-80	Special Detail	Special Detail	236,800	242,700
101-3001-511.18-81	Special Detail Grant	Special Detail Grant	89,200	91,400
TOTAL SALARIES			15,196,100	15,557,700
FRINGE BENEFITS:				
101-3001-511.19-01	Workers' Compensation	Workers' Compensation Insurance	631,500	644,100
101-3001-511.19-05	Medical Insurance	Medical Insurance	2,750,000	2,955,700
101-3001-511.19-09	Public Safety Pension	Public Safety Pension	4,017,000	4,209,000
101-3001-511.19-10	IMRF	IMRF	184,100	241,600
101-3001-511.19-11	Social Security	Social Security	124,500	129,200
101-3001-511.19-12	Medicare	Medicare	212,900	222,600
TOTAL FRINGE BENEFITS			7,920,000	8,402,200
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	910,300	742,700
101-3001-511.20-40	General Insurance	Liability and property insurance	279,700	282,500

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-3001-511.21-02	Equipment Maintenance	Office machine equipment maint. Contracts				
		Typewriters	600		600	
		Fax machines	300		300	
		BEAST (property inventory system)	1,300		1,300	
		Portable radios, modems, ISPERN maintenance contracts	5,000		5,000	
		Radar, security door lock & intercom system (Front Desk)	2,000		2,000	
		Records Management System	19,000		19,000	
		Miscellaneous equipment maintenance:				
		Breathalyzer	3,300		3,300	
		Video maintenance (desk/ops cameras)	4,000		4,000	
		Kodak I4200 Scanner	2,100		2,100	
		Microfilm	1,000	38,600	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)	12,000		12,000	
		Prisoner food	2,000		2,000	
		Bureau Investigation license applicants	1,100		1,100	
		Department weapons repair	400		400	
		Micro-film, duplication & shredding	2,500		2,500	
		Officers badge, shield & leather repair	800		800	
		Morgue transportation	7,500		7,500	
		Animal Welfare Services:				
		Animal impounding fees	5,000		5,000	
		Blood Borne Pathogen Program:				
		Equipment sterilization	2,000		2,000	
		Background reports	3,000		3,000	
		Language line	200		200	
		Critical Reach Alert (Trak System)	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	1,300		1,300	
		Crash Data Recorder software renewal	2,000		2,000	
		Forensic Computer software renewal	1,000		1,000	
		CARE Grant	80,000	215,100	50,000	185,100
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 2019	Budget 2020
101-3001-511.22-03	Training	Course titles are listed as a selective representation of needed skills and specialty training:		
		Comprehensive Departmental Training	30,300	30,300
		Northeast Multi-Regional training, Suburban Law Enforcement Academy memberships		
		Basic Recruit Training	12,800	12,800
		Field Operations	12,300	12,300
		Accident Investigation		
		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 2019		Budget 2020	
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 Prior Year Encumbrance Carryover	7,500		7,500	
			1,500		1,500	
			1,415	113,515	0	112,100
101-3001-511.22-05	Postage	Regular and registered postage		13,000		13,000
101-3001-511.22-10	Printing	Crime Prevention Booklets, Pamphlet & Identification Stickers Operational Police Report & Identification Forms Administrative Police manuals, records, envelopes & other related forms Administrative Hearing Officer Program	1,000		1,000	
			4,000		4,000	
			4,000		4,000	
			1,200	10,200	1,200	10,200
101-3001-511.22-15	Photocopying	Photocopies & supplies Maintenance agreements	7,000		7,000	
			5,300	12,300	5,300	12,300
101-3001-511.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		516,200		626,400
101-3001-511.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		667,100		618,800
TOTAL CONTRACTUAL SERVICES			2,793,415		2,659,100	
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 Prior Year Encumbrance Carryover	30,000		30,000	
			1,200	31,200	0	30,000
101-3001-511.30-20	Photographic Supplies	CD/DVD reproduction, flashes & batteries Video supplies	1,000		1,000	
			1,000	2,000	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	
			5,000		5,000	
			3,500		3,500	
			3,500		3,500	
			3,500		3,500	
			1,000		1,000	
			25,233	196,033		170,800
101-3001-511.30-50	Petroleum Products	Gasoline for department vehicle(s)		201,500		174,600

POLICE

GENERAL FUND

EXPENDITURE DETAIL

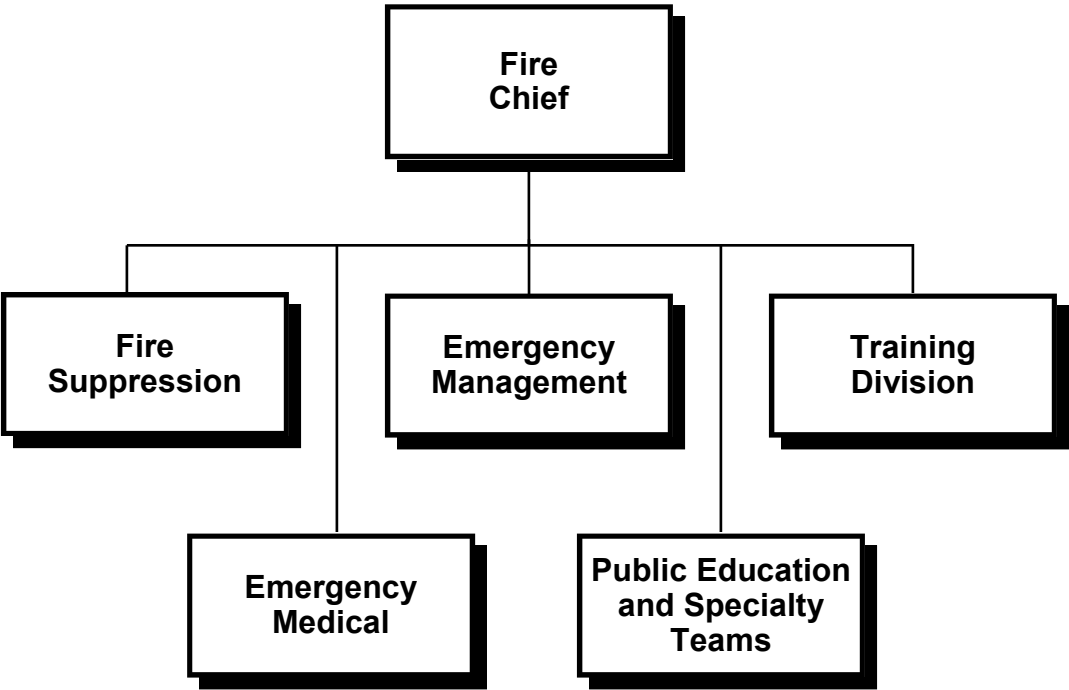
Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-3001-511.33-05	Other Supplies & Equip	Computer hardware/software	6,800		6,800	
		Employee recognition	6,000	12,800	6,600	13,400
101-3001-511.33-25	Operational Supplies	Ammunition	28,000		28,600	
		Range safety equipment & supplies	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		4,600	
		Station operation & lock-up expenditures:				
		Cell mattresses, blankets, personal hygiene items for prisoners & identification equipment	2,000		4,100	
		Community Policing supplies	1,500		1,500	
		25 Motorola batteries	5,000		5,000	
		Bullet proof vest replacement (18)	18,000		18,000	
		Taser accessories	8,000		9,500	
		Animal welfare supplies	2,000		3,000	
		Bio-hazard equipment & supplies	6,000		6,000	
		Flood lights/generators	9,800		0	
		Prior Year Encumbrance Carryover	17,059	113,459	0	92,400
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	574,292		500,500	
		TOTAL POLICE - ADMINISTRATION	26,483,807		27,119,500	

POLICE GRANT *

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
101-3005-511.10-01	Salaries	Salaries	95,600	100,800
	TOTAL SALARIES		95,600	100,800
FRINGE BENEFITS:				
101-3005-511.19-01	Workers' Compensation	Workers' Compensation Ins	300	300
101-3005-511.19-05	Medical Insurance	Medical Insurance	7,300	8,000
101-3005-511.19-10	IMRF	IMRF	9,600	12,700
101-3005-511.19-11	Social Security	Social Security	5,900	6,300
101-3005-511.19-12	Medicare	Medicare	1,400	1,500
	TOTAL FRINGE BENEFITS		24,500	28,800
	TOTAL POLICE GRANT		120,100	129,600
	TOTAL POLICE DEPARTMENT		26,603,907	27,249,100
* 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. During large-scale incidents, front-line equipment may be augmented by reserve apparatus staffed by off-duty personnel and the Mutual Aid Box Alarm System (MABAS) which is a multi-community, state-wide mutual aid system.

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

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

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

The Fire Department responded to 10,329 calls for assistance in 2018. This included 2,814 fire and emergency calls and 7,515 ambulance calls.

2019 Accomplishments

1. **SCBA Replacement** – The department purchased 60 new Self-Contained Breathing Apparatus in 2019. The project was partially funded by the Foreign Fire Insurance Tax Board. The SCBAs will be delivered following required product testing by the manufacturer. They will be in service in the fourth quarter of this year.
2. **Two New Rescue Squads** – Two new rescue squads have been spec'd and purchased. They will be delivered in mid-September and in service in October.
3. **Succession Planning** – Deputy Chief Ron Fraider and Battalion Chief John Carpenter will finish the Chief Fire Officer program late this year. New Battalion Chief Curt Hanselman will attend the 2020 program. In addition, the Department continues to send personnel for training in advanced fire officer classes.
4. **CAD Upgrade** – The implementation of Northwest Central Dispatch's new Motorola CAD and mobile data software has been rescheduled for March 1, 2020.
5. **Rescue Task Force** – The joint Police-Fire Department Rescue Task Force training was completed in April, 2019.

2020 Strategic Priorities and Key Projects**1. Rewrite of Fire Department General Orders and Standard Operating Guidelines**

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

The Department's 23 General Orders and 31 Standard Operating Guidelines are being rewritten as Operating Guidelines/Policy Statements and updated in view of current practices and conditions.

Project Leader: Deputy Chief Ron Fraider
Timeline: 4th Qtr. 2020 for project completion

2. Additional Ambulance Proposal

Staff Generated Project

To maintain our current level of emergency medical service while meeting increased demand, the Department is studying the possibility of putting an additional ambulance in service.

Project Leader: Deputy Chief Pete Ahlman
Timeline: 2nd Qtr. 2020 to complete study

3. Employee Onboarding

Staff Generated Project

The Department is beginning a program to use experienced employees to work with new Firefighters to help them acquire the knowledge, skills and behaviors to successfully adapt and develop in their new positions.

Project Leaders: Deputy Chief Ron Fraider and Div. Chief Dwayne Wood
Timeline: 1st Qtr. 2020

4. Increasing Diversity in Workforce

Staff Generated Project

The Village and the Fire Department are committed to increasing diversity among the workforce. The Fire Department will increase its outreach efforts to attract more diverse candidates to test for Firefighter positions.

Project Leader: Chief Andrew Larson
Timeline: 2nd Qtr. 2020 for establishing a plan to apply to fall, 2020 Firefighter application process

FIRE**(Continued)****Performance Measures**

	2016	2017	2018
1. Service Calls:			
Fire	125	150	153
EMS	7,581	7,369	7,515
Hazmat	326	322	448
Emergency Assists	1,088	1,120	1,048
False Alarms	<u>1,081</u>	<u>1,084</u>	<u>1,165</u>
Total Calls	10,201	10,045	10,329
2. % Response Time 6 Minutes or Less (Goal of 90% or greater)			
Fire Calls (Structure Fires)	95.1%	95%	93.9%
EMS Calls (Emergencies)	86.8%	87.4%	85.9%
3. Mutual Aid / Auto Aid Responses:			
Calls Given	1,212	1,206	1,101
Calls Received	1,029	1,150	1,079
4. % of Operational Personnel Meeting Minimum Training Standards	98%	98%	98%
5. ISO Rating:	1	1	1
6. Unit Responses:			
Ambulance 1	2,299	2,236	2,332
Ambulance 2	2,324	2,355	2,292
Ambulance 3	1,795	1,845	1,935
Ambulance 4	<u>1,651</u>	<u>1,590</u>	<u>1,535</u>
Subtotal Ambulances	8,069	8,026	8,094
Squad 1	2,761	2,608	2,642
Squad 2	<u>2,693</u>	<u>2,746</u>	<u>2,712</u>
Subtotal Squads	5,454	5,354	5,354
Engine 2	1,366	1,336	1,365
Engine 3	1,977	1,844	1,904
Engine 4	<u>1,572</u>	<u>1,497</u>	<u>1,553</u>
Subtotal Engines	4,915	4,677	4,822
Battalion 1	1,096	1,073	1,022
Ladder Tower 1	1,203	1,112	1,216
Reserve Ambulance 1	5	6	3
Reserve Ambulance 2	7	8	9
Reserve Squad 2	0	0	2
Reserve Engine 1	0	1	1
Reserve Engine 2	1	0	0
Reserve Engine 3		1	0
Decontamination vehicle	3	13	2
Dive van	1	4	2
Total Unit Responses	<u>20,754</u>	<u>20,455</u>	<u>20,527</u>

OPERATION SUMMARY

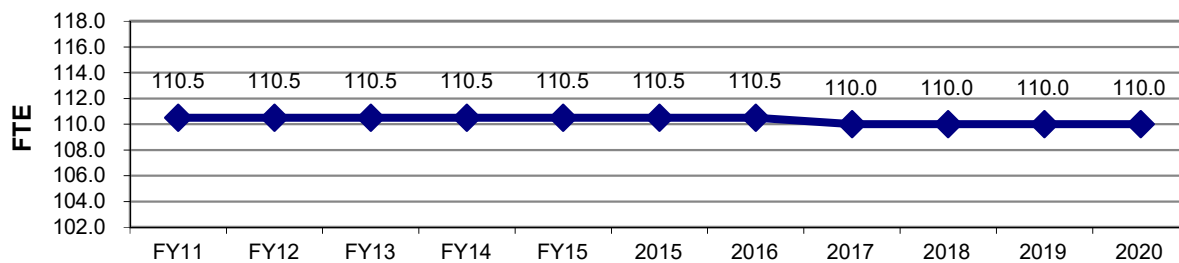
FIRE

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Authorized Positions in F-T-E	110.00	110.00	110.00	110.00	110.00	0.00	0.0%
Expenditures							
Personal Services	\$19,569,557	\$21,625,841	\$21,060,900	\$20,753,600	\$21,532,700	\$779,100	3.8%
Contractual Services	1,723,565	1,822,723	1,840,600	1,840,550	1,897,800	57,250	3.1%
Commodities	337,521	355,211	400,500	400,552	385,000	(15,552)	(3.9%)
Capital Items	336,400	175,591	510,500	510,572	300,000	(210,572)	(41.2%)
Total Expenditures	\$21,967,043	\$23,979,366	\$23,812,500	\$23,505,274	\$24,115,500	\$610,226	2.6%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$21,622,043	\$23,795,876	\$23,292,100	\$22,984,802	\$23,808,300	\$823,498	3.6%
Capital Projects Fund	336,400	175,591	510,500	510,572	300,000	(210,572)	(41.2%)
A & E Fund	8,600	7,899	9,900	9,900	7,200	(2,700)	(27.3%)
Total Expenditures	\$21,967,043	\$23,979,366	\$23,812,500	\$23,505,274	\$24,115,500	\$610,226	2.6%

STAFFING HISTORY



FIRE

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-3501-512.10-01	Salaries	182,046	169,873	182,200	181,700	175,400	(6,300)	(3.5%)
101-3501-512.12-01	Fire Administration	1,112,013	1,186,413	1,099,900	1,114,000	1,143,900	29,900	2.7%
101-3501-512.12-16	Fire Supervision	1,824,969	1,876,521	1,939,200	1,939,200	1,988,100	48,900	2.5%
101-3501-512.12-21	Firefighter	7,664,180	8,114,692	8,740,600	8,671,500	9,062,400	390,900	4.5%
101-3501-512.18-05	Overtime Civilian	0	0	0	500	500	0	0.0%
101-3501-512.18-07	Overtime Sworn	717,042	591,684	654,700	398,600	411,300	12,700	3.2%
101-3501-512.18-09	Holiday Sworn	170,944	183,078	177,400	185,500	190,100	4,600	2.5%
101-3501-512.18-80	Special Detail	69,169	79,948	66,100	56,800	58,200	1,400	2.5%
	Salaries	11,740,363	12,202,209	12,860,100	12,547,800	13,029,900	482,100	3.8%
101-3501-512.19-01	Workers Compensation	613,100	619,200	631,600	631,600	644,200	12,600	2.0%
101-3501-512.19-05	Medical Insurance	2,124,400	2,244,200	2,403,300	2,403,300	2,501,600	98,300	4.1%
101-3501-512.19-09	Public Safety Pension	4,889,000	6,353,000	4,953,000	4,953,000	5,130,000	177,000	3.6%
101-3501-512.19-10	IMRF	20,357	21,512	18,200	18,200	22,200	4,000	22.0%
101-3501-512.19-11	Social Security	10,039	10,341	11,300	11,300	10,900	(400)	(3.5%)
101-3501-512.19-12	Medicare	163,698	167,480	173,500	178,500	186,700	8,200	4.6%
	Fringe Benefits	7,820,594	9,415,733	8,190,900	8,195,900	8,495,600	299,700	3.7%
101-3501-512.20-37	Central Dispatch	269,017	320,838	321,000	321,000	265,100	(55,900)	(17.4%)
101-3501-512.20-40	General Insurance	228,400	230,700	233,000	233,000	235,300	2,300	1.0%
101-3501-512.21-02	Equipment Maintenance	40,034	35,752	50,200	50,200	51,300	1,100	2.2%
101-3501-512.21-07	Vehicle Equip Maintenance	2,438	3,820	5,600	5,600	5,000	(600)	(10.7%)
101-3501-512.21-65	Other Services	26,036	30,751	37,000	37,000	52,800	15,800	42.7%
101-3501-512.22-02	Dues	26,713	28,953	32,500	32,500	32,500	0	0.0%
101-3501-512.22-03	Training	89,363	65,440	95,100	95,050	93,700	(1,350)	(1.4%)
101-3501-512.22-05	Postage	765	365	2,000	2,000	2,000	0	0.0%
101-3501-512.22-10	Printing	976	544	2,500	2,500	2,500	0	0.0%
101-3501-512.22-15	Photocopying	3,123	3,160	3,800	3,800	3,300	(500)	(13.2%)
101-3501-512.22-25	IT/GIS Service Charge	227,800	210,200	214,700	214,700	234,000	19,300	9.0%
101-3501-512.22-37	Vehicle/Equip Lease Charge	808,900	892,200	843,200	843,200	920,300	77,100	9.1%
	Contractual Services	1,723,565	1,822,723	1,840,600	1,840,550	1,897,800	57,250	3.1%
101-3501-512.30-01	Publications Periodicals	641	989	1,100	1,100	1,100	0	0.0%
101-3501-512.30-05	Office Supplies & Equip	6,115	6,926	8,000	8,000	7,000	(1,000)	(12.5%)
101-3501-512.30-20	Photographic Supplies	0	0	100	100	100	0	0.0%
101-3501-512.30-35	Clothing	131,769	105,445	139,500	139,512	131,600	(7,912)	(5.7%)
101-3501-512.30-50	Petroleum Products	62,548	76,477	80,700	80,700	82,900	2,200	2.7%
101-3501-512.31-45	Janitorial Supplies	4,623	7,590	7,900	7,900	7,900	0	0.0%
101-3501-512.31-55	Building Supplies	2,544	776	3,000	3,000	2,500	(500)	(16.7%)
101-3501-512.31-60	Chemicals	10,039	10,265	11,800	11,800	11,000	(800)	(6.8%)
101-3501-512.31-65	Other Equip & Supplies	24,351	33,426	29,600	29,600	28,100	(1,500)	(5.1%)
101-3501-512.31-85	Small Tools & Equipment	40,033	62,567	61,400	61,440	57,500	(3,940)	(6.4%)
101-3501-512.32-80	Books	6,053	4,995	6,800	6,800	5,700	(1,100)	(16.2%)
101-3501-512.33-05	Other Supplies	9,235	8,208	11,000	11,000	10,000	(1,000)	(9.1%)
101-3501-512.33-50	Medical Supplies	39,570	37,547	39,600	39,600	39,600	0	0.0%
	Commodities	337,521	355,211	400,500	400,552	385,000	(15,552)	(3.9%)
Total Fire		21,622,043	23,795,876	23,292,100	22,984,802	23,808,300	823,498	3.6%

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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)	--	67.00	67.00	
Firefighter I	--	5.00	5.00	
Administrative Assistant	2	1.00	1.00	
Fire Fiscal Clerk	2	1.00	1.00	
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		
		2019	2020	+ (-)
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 2019		Budget 2020	
SALARIES:						
101-3501-512.10-01	Salaries	Salaries	181,700		175,400	
101-3501-512.12-01	Fire Administration	Fire Administration	1,114,000		1,143,900	
101-3501-512.12-16	Fire Supervision	Fire Supervision	1,939,200		1,988,100	
101-3501-512.12-21	Firefighter	Firefighter	8,671,500		9,062,400	
101-3501-512.18-05	Overtime Civilian	Overtime Civilian	500		500	
101-3501-512.18-07	Overtime Sworn	Overtime Sworn	398,600		411,300	
101-3501-512.18-09	Holiday Sworn	Holiday Sworn	185,500		190,100	
101-3501-512.18-80	Special Detail	Fireguard/ Ambulance Detail	23,200		23,500	
		Fire Instruction	6,200		6,700	
		MABAS Training (Reimbursable):				
		Fire Apparatus Engineering				
		Specialized Rescue Classes	27,400	56,800	28,000	58,200
TOTAL SALARIES			12,547,800		13,029,900	
FRINGE BENEFITS:						
101-3501-512.19-01	Workers' Compensation	Workers' Compensation Insurance	631,600		644,200	
101-3501-512.19-05	Medical Insurance	Medical Insurance	2,403,300		2,501,600	
101-3501-512.19-09	Public Safety Pension	Public Safety Pension	4,953,000		5,130,000	
101-3501-512.19-10	IMRF	IMRF	18,200		22,200	
101-3501-512.19-11	Social Security	Social Security	11,300		10,900	
101-3501-512.19-12	Medicare	Medicare	178,500		186,700	
TOTAL FRINGE BENEFITS			8,195,900		8,495,600	
CONTRACTUAL SERVICES:						
101-3501-512.20-37	Central Dispatch	Fire Department portion (25%)	303,500		247,600	
		Communications Services				
		JEMC Annual Membership Fee	17,500	321,000	17,500	265,100
101-3501-512.20-40	General Insurance	Liability and property insurance	233,000		235,300	
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	16,000		22,000	
		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		2,500	
		Medical equipment repairs	1,000		1,000	

FIRE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-3501-512.21-02	Equipment Maint (cont)	Self-contained breathing apparatus testing and repairs (IL OSHA)	3,700		5,000	
		SCBA compressor - service contract	3,700		0	
		Small tools & equipment	500		500	
		Academy - small tools & equipment	1,000		1,000	
		Test equipment repairs	500	50,200	500	51,300
101-3501-512.21-07	Vehicle Equip. Maint.	Lettering and graphics	1,300		1,000	
		Vehicle equipment changeovers	4,300	5,600	4,000	5,000
101-3501-512.21-65	Other Services	Cellular phone contract	15,000		15,000	
		Northwest Community Hospital computerized reporting system	7,000		7,000	
		Telestaff Scheduling Software-annual support	7,000		7,000	
		Video-conferencing system - annual maintenance & technical support	8,000		8,000	
		Target Solutions Annual Maintenance	0		9,200	
		Imagetrend Annual Maintenance	0	37,000	6,600	52,800
101-3501-512.22-02	Dues	Dues	2,500		2,500	
		Paramedic/EMT License Renewal	5,000		5,000	
		MABAS	5,000		5,000	
		NIPSTA	20,000	32,500	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	5,000		5,000	
		Chief Officer Courses	7,100		7,100	
		Fire Dept. Instructors Conference	3,100		3,100	
		Academy - Instructor Training Seminar	1,500		1,500	
		Illinois Fire Chiefs Conferences	800		800	
		Continuing Education-Local Colleges	6,000		6,000	
		International Fire Chiefs Conference	1,000		1,000	
		Paramedic Continuing Education Classes	27,700		27,700	
		Paramedic Course NWCH	20,000		20,000	
		ESDA meetings, courses & seminars	1,200		1,200	
		Prior Year Encumbrance Carryover	1,350	95,050	0	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	700		700	
		Administration forms and reports	1,100		1,100	
		Public education/ESDA	500	2,500	500	2,500
101-3501-512.22-15	Photocopying	Photocopies & supplies	1,100		200	
		Maintenance agreement Xerox 5150 (#2)	1,100		700	
		Maintenance agreement WC4118P (#2)	400		1,100	
		Maintenance agreement WC4118P (#1)	400		500	
		Maintenance agreement WC4118P (#3)	400		400	
		Maintenance agreement WC4118P (#4)	400	3,800	400	3,300
101-3501-512.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		214,700		234,000
101-3501-512.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		843,200		920,300
TOTAL CONTRACTUAL SERVICES			1,840,550		1,897,800	

FIRE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
COMMODITIES:						
101-3501-512.30-01	Publications/Periodicals	Miscellaneous publications		1,100		1,100
101-3501-512.30-05	Office Supplies & Equip	General office supplies	7,000		6,000	
		Academy - office supplies	1,000	8,000	1,000	7,000
101-3501-512.30-20	Photographic Supplies	Misc. film, processing		100		100
101-3501-512.30-35	Clothing	Clothing for officers	6,000		6,000	
		Clothing for firefighters & paramedics	50,600		48,600	
		Firefighting protective clothing, boots, coats, bunker pants and gloves	42,000		40,000	
		Contractual employee uniform maintenance	37,000		37,000	
		Prior Year Encumbrance Carryover	3,912	139,512	0	131,600
101-3501-512.30-50	Petroleum Products	Gasoline for department vehicle(s)		80,700		82,900
101-3501-512.31-45	Janitorial Supplies	Miscellaneous janitorial supplies		7,900		7,900
101-3501-512.31-55	Building Supplies	Miscellaneous building supplies (lumber, paint and hardware)		3,000		2,500
101-3501-512.31-60	Chemicals	Medical oxygen	6,800		6,000	
		Fire extinguisher recharging & testing	1,800		1,800	
		Foam concentrates	3,200	11,800	3,200	11,000
101-3501-512.31-65	Other Equip. & Supplies	Radio & pager batteries and parts	4,000		4,000	
		Telemetry & defibrillator batteries/parts	2,500		2,000	
		Miscellaneous repairs to small equipment	4,600		4,600	
		Filters for air purification compressors	2,500		2,000	
		HAZ/MAT test sensors	2,500		2,500	
		Appliances for Fire Stations	5,500		5,000	
		Furniture for Fire Stations	4,000		4,000	
		Office furniture for Fire Stations	2,000		2,000	
		Emergency lighting and warning for vehicles	2,000	29,600	2,000	28,100
101-3501-512.31-85	Small Tools and Equip.	Fire hose	9,000		8,500	
		Rope & related equipment	2,000		2,000	
		Dive rescue equipment	2,000		2,000	
		Hazmat equipment	3,000		3,000	
		Nozzles, applicators, brass goods & appliances	5,000		5,000	
		Miscellaneous tools, lights, etc.	22,000		22,000	
		Rescue equipment	5,000		5,000	
		USAR equipment	3,000		3,000	
		Radios, VHF portables	5,000		5,000	
		Academy - tools and related equipment	2,000		2,000	
		Prior Year Encumbrance Carryover	3,440	61,440	0	57,500
101-3501-512.32-80	Books	Officer Training Series updates	300		300	
		Advanced Firefighter Series	2,000		2,000	
		Updating station training manuals	300		300	
		Update maps and map books	100		100	
		Emergency Medical Training Series	900		0	
		Academy - reference books	2,200		2,000	
		Miscellaneous reference books	1,000	6,800	1,000	5,700

FIRE

GENERAL FUND

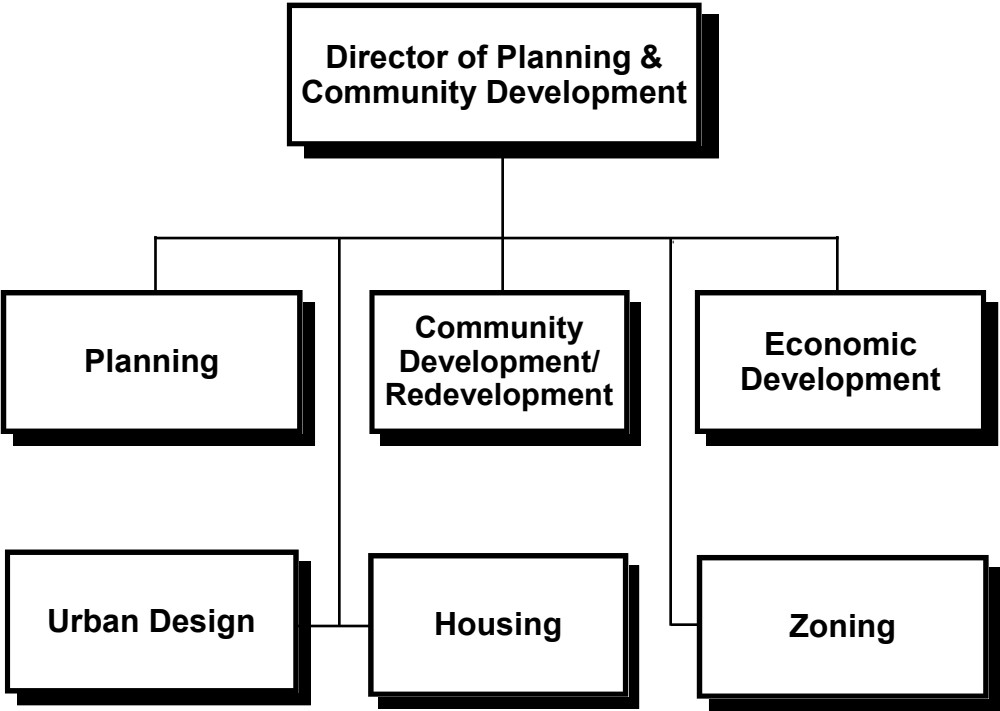
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-3501-512.33-05	Other Supplies & Equip	Station supplies & materials	3,000		3,000	
		Public education materials	5,600		5,000	
		Fire related computer software	2,400	11,000	2,000	10,000
101-3501-512.33-50	Medical Supplies	Expendable bandages, drugs and various portable equipment		39,600		39,600
		TOTAL COMMODITIES	400,552		385,000	
TOTAL FIRE DEPARTMENT			22,984,802		23,808,300	

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.

2019 Accomplishments

1. New Police Station – Substantial completion of the building occurred. Final project close out and punch list completion is ongoing.
2. Annual 2018 Business Report was completed in January.
3. South Arlington Heights Road Corridor Study was developed completed, and approved, Zoning District overlay approved.
4. Arlington 425 - Mixed use redevelopment of the block approved.
5. Sigwalt 16 Development on southern ¼ of Block 425 approved.
6. Rand Road Corridor Improvements - Implementing the study accepted by the Village Board is underway. Phase I and Phase II have been delayed due to IDOT restrictions and review. Uplighting plans finally received preliminary IDOT approval in September.
7. Northwest Highway Corridor Improvements – Implementation and installation of corridor improvements continue.
8. Davis Street Landscaping – The Davis Street landscaping plan was finalized and Installed.
9. TIF 4 Redevelopment – TIF 4 Market assessment was completed. Discussions continue to occur with property owners, developers, and potential tenants.
10. Hickory Kensington TIF - 4 N. Hickory, residential, mixed use apartment development approved.
11. Downtown Light Ceiling – Downtown light ceiling installed and updated.
12. Downtown Parking Capacity and study completed and implementation is underway.

Key Developments:

- Northwest Crossing's new tenant at 1501 W. Shure Drive.
- Arlington Downs – PUD amendment approved and Phase II residential began construction.
- 703 - 723 W. Algonquin Road, Hamilton Partners 300,000 square foot warehouse distribution facility began construction.
- Chez Hotel was approved and under construction.
- In Downtown Arlington Heights notable business attraction include attraction of Kilwins and Beer on the Wall.
- Teen center building transfer completed.
- Arlington Market Phase II residential – construction commenced.

2020 Strategic Priorities & Key Projects**1. Tax Base Expansion Strategy**

Strategic Priority: #1 Identify, Explore, Enhance Revenue Sources While Monitoring Taxes

Planning & Community Development Staff will continue to focus business retention and attraction efforts on the growth sectors identified within the tax base expansion report.

Project Lead: Charles Perkins and Michael Mertes

Timeline:

2Q - 2020 - Continue periodically reporting attraction and retention efforts outlined within the report.

2. Develop Affordable Housing Plan & Policy

Strategic Priority: #2 Review and Update Village Affordable Housing Strategy and Regulations

The Village's Affordable Housing strategy will be discussed with the Village Board and Housing Commission during the fall of 2019 with a view towards creating a revised Affordable Housing strategy, guidelines and regulations during the first part of 2020.

Project Lead: Charles Perkins and Nora Boyer

Timeline:

4Q - 2019 Discuss strategy with Village Board and Housing Commission.

1Q - 2020 - Finalize strategy and guidelines for approval by the Village Board.

3. Implement Affordable Housing Plan and Policy

Strategic Priority: #2 Review and Update Village Affordable Housing Strategy and Regulations

Upon completion and adoption of the Village's refined Affordable Housing strategy. Create educational materials for the public and development community.

Project Lead: Nora Boyer and Jake Schmidt

Timeline:

2Q - 2020 - Revise the Village's Affordable Housing Guidelines to reflect the approved strategy.

3Q - 2020 - Create Educational materials and make available to the public.

4. Implementation of Planning & Community Development Laserfiche Conversion/Data Centralization

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

Work is underway towards a phased approach subject to temporary staffing, and budgeting of file conversion to transform files from paper and microfilm to Laserfiche. This will be a multi-year phased approach. Phase I will entail conversion of ZBA and DC Files.

Project Lead: Linda Pascucci, Pat DiMatteo, Steve Hautzinger, and Nora Boyer

Timeline:

1Q - 2020 - Commence phase I Laserfiche project.

4Q - 2020 - Complete Phase I.

Cost Estimate for the Project: \$30,000 Phase I

5. Business Development Marketing Update

Strategic Priority: #5 Enhance Business Development Efforts

A Request for Proposals has been prepared and distributed to refine the Discover Arlington logo and development of new marketing ads. Upon completion, additional funds are requested to be allocated to recruit new businesses and market the community. In order to be truly effective, the Village should consider at a minimum a part-time Economic Development Specialist to support the Village's Business Coordinator in their efforts.

Project Lead: Charles Perkins and Michael Mertes

Timeline: 2020 through 2021

Cost Estimate for the Project: TBD

6. Village Gateway / Corridor Enhancement Effort

Strategic Priority: #5 Enhance Business Development Efforts

The Village gateways are the first impression many visitors and business customers have of the community. Code enforcement efforts by the Building Department on signage and property maintenance should continue. Continue ongoing code enforcement efforts by the Planning and Community Development Department for landscape code enforcement. Continue to implement the approved and planned corridor enhancements and implement approved corridor enhancement plans.

Project Lead: Bill Enright, Derek Mach, and Building & Life Safety Department

Timeline: 2020 through 2021

7. Southtown Entertainment Feasibility

Strategic Priority: #5 Enhance Business Development Efforts

Continue discussions with the major property owners at Arlington Heights and Algonquin Road regarding a Southtown Entertainment District. Pursue implementation of a Tax Increment Financing District.

Project Lead: Bill Enright

Timeline: 1Q - 2020 - Commence discussions with IDOT

2Q - 2020 - Present TIF study

Cost Estimate for the Project: TIF study cost \$24,000 to \$26,000

8. Evaluate Potential Sustainability Projects and Recommend Utilization of Green Aggregation Funds

Strategic Priority: #6 Explore New Sustainability Initiatives

General Description of the Project: Research, evaluate and prepare cost estimates for potential energy efficiency projects in order to utilize Green Aggregation Funds. Explore innovative opportunities in wind, solar and other potential projects to showcase the Village's commitment to sustainability.

Project Lead: Charles Perkins, Derek Mach and Jake Schmidt

Timeline: 2Q - 2020 - Identify key initiatives including past and future opportunities

3Q - 2020 - Finalize preliminary cost estimates and present potential sustainable project to the Board

2021 - Implement Board approved priorities

Cost Estimate for the Project: \$175,000 Green Aggregation Funds

9. Implement Car Charger Pilot Program

Strategic Priority: #6 Explore New Sustainability Initiatives

Cost estimates and concepts have been developed for electric charging concepts in the Village's parking garages in the Downtown.

Project Lead: Jake Schmidt

Timeline: 2Q - 2020 - Install EV Stations

Cost Estimate for the Project: \$30,000 (Vail Garage)

10. Retention, Re-use, Redevelopment of Arlington Park

Staff Generated Project

Arlington Park is an iconic entertainment landmark accompanying approximately 325 acres of real estate. Its long term future remains uncertain. Create an internal Staff task force to evaluate options to retain the track, re-use of the facility and/or redevelopment.

Project Lead: Charles Perkins and Randy Recklaus

Timeline:

Q1 - 2019 - Create task force of Manager's office, Planning & Community Development and Finance Department. Develop an initial work program.

2019 through 2020 - Evaluate and monitor

Cost Estimate for the Project: TBD - consultant costs

Performance Measures

	2016	2017	2018
1. Development – Plan Commission			
# of Conceptual Plan Reviews	30	24	22
# of Comprehensive Plan Sub-Committees	0	2	1
# of Ordinance Review Committee Cases	0	3	1
# of Special Use Waiver Cases for Antennas	5	12	12
# of PC Applications	26	16	27
2. Development – Other			
# of all Zoning Reviews	1,712	1,691	1,490
# of ZBA Applications/Reviewed	60	62	41
# of Building Permit Reviews	1,353	1,372	1,237
# of Business License Reviews	168	131	99
# of Home Occupation Reviews	23	13	9
# of FOIA Requests	99	112	108
# of Special Use Waiver Restaurants	1	2	4
# of Administrative Parking Waiver	0	0	1
# of Zoning/Landscaping code enforcement	0	0	6
3. Sign Permits	227	215	247
4. Community Development			
# CDBG Public Services Beneficiaries	499	505	538
# Facility Improvement Projects	6	8	7
5. Business Development			
# Retention Business Visits	549	406	371
# Leads from all Sources	368	495	323
# Leads from ICSC Events	93	103	82
# Total Recruitment Contacts	551	671	488
# Chamber & Business Events Attended	90	98	79
# New Business Welcome Letters Sent	104	77	81
6. Design Review			
# of Reviews by Design Commission	86	81	70
# of Administrative Review	178	168	148
7. Public Art			
Event Recruitment Letters	273	250	265
Follow-up Leads	452	430	403
Commission Events	13	11	10
8. # Special Projects			
# of Special Projects	38	37	38

OPERATION SUMMARY

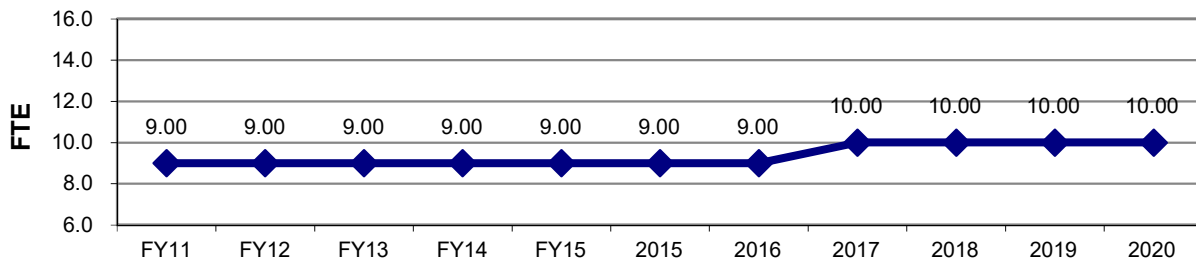
PLANNING & COMMUNITY DEVELOPMENT

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	9.50	9.50	9.50	9.50	9.50	0.00	0.0%
CDBG Fund	0.50	0.50	0.50	0.50	0.50	0.00	0.0%
Total F-T-E	10.00	10.00	10.00	10.00	10.00	0.00	0.0%
Expenditures							
Personal Services	\$1,409,400	\$1,493,784	\$1,494,300	\$1,514,200	\$1,579,400	\$65,200	4.3%
Contractual Services	183,230	198,684	145,300	246,361	274,700	28,339	11.5%
Commodities	16,156	18,578	23,000	24,110	11,800	(12,310)	(51.1%)
Other Charges	278,211	350,670	431,200	432,011	448,000	15,989	3.7%
Capital Items	43,044	152,565	1,423,100	3,478,644	2,522,900	(955,744)	(27.5%)
Total Expenditures	\$1,930,041	\$2,214,281	\$3,516,900	\$5,695,326	\$4,836,800	(\$858,526)	(15.1%)

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$1,695,064	\$1,821,947	\$1,774,100	\$1,796,121	\$1,873,400	\$77,279	4.3%
CDBG Fund	57,000	59,900	68,000	68,000	60,500	(7,500)	(11.0%)
Affordable Housing Fund	0	0	0	0	25,000	25,000	N/A
Zero Interest Loan Fund	0	0	144,000	144,000	150,000	6,000	4.2%
Municipal Park Opr Fund	0	55,230	9,300	9,270	0	(9,270)	(100.0%)
TIF III Fund	15,000	0	0	0	0	0	N/A
TIF IV Fund	85,835	93,052	61,000	1,002,453	1,010,000	7,547	0.8%
TIF V Fund	14,310	2,587	23,400	388,540	347,000	(41,540)	(10.7%)
Hickory/Kensington TIF Fund	24,975	32,060	737,000	1,586,838	890,000	(696,838)	(43.9%)
Capital Projects Fund	37,857	149,505	700,100	700,104	480,900	(219,204)	(31.3%)
Total Expenditures	\$1,930,041	\$2,214,281	\$3,516,900	\$5,695,326	\$4,836,800	(\$858,526)	(15.1%)

STAFFING HISTORY



PLANNING

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-4001-521.10-01	Salaries	970,413	1,028,665	1,038,300	1,045,200	1,075,000	29,800	2.9%
101-4001-521.18-01	Temporary Help	6,321	3,069	6,200	6,200	8,000	1,800	29.0%
	Salaries	976,734	1,031,734	1,044,500	1,051,400	1,083,000	31,600	3.0%
101-4001-521.19-01	Workers Compensation	2,700	2,700	2,800	2,800	2,900	100	3.6%
101-4001-521.19-05	Medical Insurance	167,600	179,200	193,800	193,800	200,600	6,800	3.5%
101-4001-521.19-10	IMRF	126,859	137,700	103,900	111,400	143,500	32,100	28.8%
101-4001-521.19-11	Social Security	59,282	62,474	61,500	65,800	67,500	1,700	2.6%
101-4001-521.19-12	Medicare	14,425	15,256	15,000	16,200	16,600	400	2.5%
101-4001-521.19-23	Automobile Allowance	4,800	4,820	4,800	4,800	4,800	0	0.0%
	Fringe Benefits	375,666	402,150	381,800	394,800	435,900	41,100	10.4%
101-4001-521.20-05	Professional Services	35,069	0	15,000	15,000	25,000	10,000	66.7%
101-4001-521.20-40	General Insurance	6,900	7,000	7,100	7,100	7,200	100	1.4%
101-4001-521.21-02	Equipment Maintenance	0	293	500	500	500	0	0.0%
101-4001-521.21-65	Other Services	10,746	9,144	7,200	7,200	8,300	1,100	15.3%
101-4001-521.22-01	Advertising	9,072	6,677	6,500	6,500	6,500	0	0.0%
101-4001-521.22-02	Dues	2,762	2,436	3,500	3,500	3,500	0	0.0%
101-4001-521.22-03	Training	3,544	4,483	7,000	7,200	7,200	0	0.0%
101-4001-521.22-05	Postage	1,948	1,615	1,600	1,600	1,200	(400)	(25.0%)
101-4001-521.22-10	Printing	307	210	3,000	3,000	2,000	(1,000)	(33.3%)
101-4001-521.22-15	Photocopying	1,780	2,257	2,500	2,500	2,400	(100)	(4.0%)
101-4001-521.22-25	IT/GIS Service Charge	62,400	60,600	59,300	59,300	65,800	6,500	11.0%
101-4001-521.22-37	Vehicle/Equip Lease Charge	5,500	4,100	4,400	4,400	5,100	700	15.9%
	Contractual Services	140,028	98,815	117,600	117,800	134,700	16,900	14.3%
101-4001-521.30-01	Publications Periodicals	1,155	1,156	1,600	1,800	1,600	(200)	(11.1%)
101-4001-521.30-05	Office Supplies & Equip	5,759	5,346	9,000	9,000	7,000	(2,000)	(22.2%)
101-4001-521.30-50	Petroleum Products	107	142	200	200	200	0	0.0%
101-4001-521.32-80	Books	0	0	200	200	0	(200)	(100.0%)
101-4001-521.33-05	Other Supplies	9,135	11,934	12,000	12,910	3,000	(9,910)	(76.8%)
	Commodities	16,156	18,578	23,000	24,110	11,800	(12,310)	(51.1%)
101-4001-521.40-40	Promote Economic Bus Dev	99,455	116,695	137,200	137,200	138,000	800	0.6%
101-4001-521.40-41	Discover Arlington	48,053	70,447	70,000	70,811	70,000	(811)	(1.1%)
101-4001-521.40-43	Zero Interest Loan Program	38,972	83,528	0	0	0	0	N/A
	Other Charges	186,480	270,670	207,200	208,011	208,000	(11)	(0.0%)
Total Planning		1,695,064	1,821,947	1,774,100	1,796,121	1,873,400	77,279	4.3%

PLANNING

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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 2019		Budget 2020	
SALARIES:						
101-4001-521.10-01	Salaries	Salaries	1,045,200		1,075,000	
101-4001-521.18-01	Temporary Help	Temporary Help	6,200		8,000	
TOTAL SALARIES			1,051,400		1,083,000	
FRINGE BENEFITS:						
101-4001-521.19-01	Workers' Compensation	Workers' Compensation Insurance	2,800		2,900	
101-4001-521.19-05	Medical Insurance	Medical Insurance	193,800		200,600	
101-4001-521.19-10	IMRF	IMRF	111,400		143,500	
101-4001-521.19-11	Social Security	Social Security	65,800		67,500	
101-4001-521.19-12	Medicare	Medicare	16,200		16,600	
101-4001-521.19-23	Automobile Allowance	Automobile Allowance	4,800		4,800	
TOTAL FRINGE BENEFITS			394,800		435,900	
CONTRACTUAL SERVICES:						
101-4001-521.20-05	Professional Services	Contractual planning services	5,000		5,000	
		Laserfiche scanning ZBA/Design Comm.	10,000	15,000	20,000	25,000
101-4001-521.20-40	General Insurance	Liability and property insurance	7,100		7,200	
101-4001-521.21-02	Equipment Maintenance	Office equipment and computers	500		500	
101-4001-521.21-65	Other Services	Cell phone charges	1,200		1,200	
		Plan Commission transcribing	6,000	7,200	7,100	8,300
101-4001-521.22-01	Advertising	Plan Commission notices and other advertisements	3,000		3,300	
		Zoning Board of Appeals legal ads	3,500	6,500	3,200	6,500
101-4001-521.22-02	Dues	Dues	3,500		3,500	
101-4001-521.22-03	Training	APA Convention	3,000		3,000	
		Upper Mid-West Conference	1,000		1,000	
		State & local meetings, court, CMAP, etc.	1,700		1,700	
		Continuing education/certification	1,500	7,200	1,500	7,200
101-4001-521.22-05	Postage	Mailing charges including mailing costs for survey and marketing mailings	1,600		1,200	
101-4001-521.22-10	Printing	Reprint planning documents, reports, studies, etc.	3,000		2,000	
101-4001-521.22-15	Photocopying	Photocopies & supplies	1,000		900	
		Maintenance agreement Minolta BH362	1,500	2,500	1,500	2,400

PLANNING

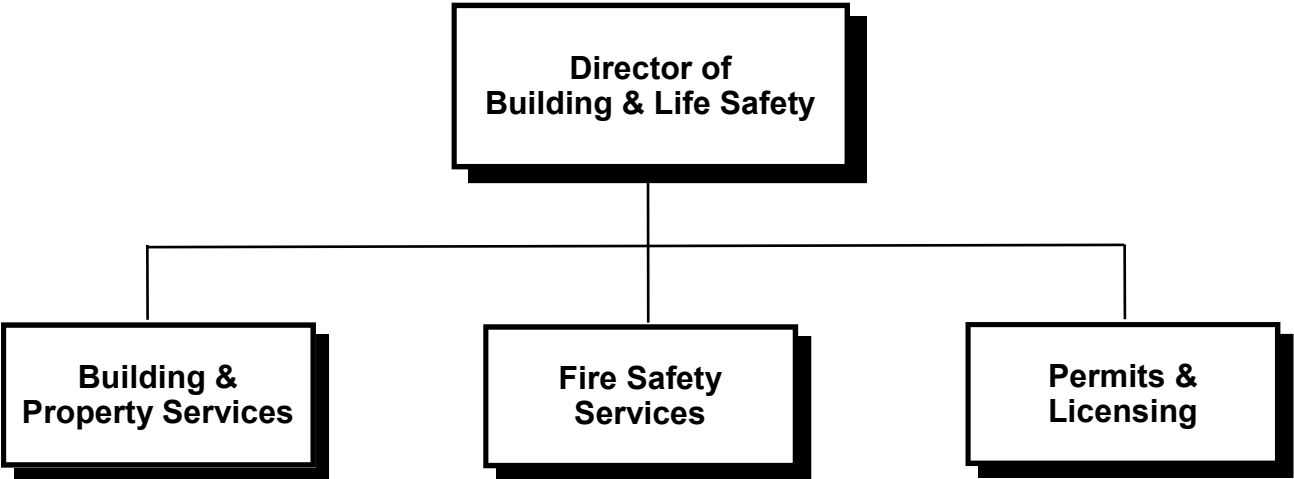
GENERAL FUND

Account Number	Account Title	Description	Budget 2019		Budget 2020		
101-4001-521.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	59,300		65,800		
101-4001-521.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	4,400		5,100		
TOTAL CONTRACTUAL SERVICES			117,800		134,700		
COMMODITIES:							
101-4001-521.30-01	Publications/Periodicals	Miscellaneous publications	1,800		1,600		
101-4001-521.30-05	Office Supplies & Equip	Stationery, file folders, pens, drafting materials and supplies	9,000		7,000		
101-4001-521.30-50	Petroleum Products	Gasoline for department vehicle(s)	200		200		
101-4001-521.32-80	Books	Planning documents & reference books	200		0		
101-4001-521.33-05	Other Supplies & Equip	Specialized software	1,000		2,000		
		Miscellaneous materials	1,000		1,000		
		Prior Year Encumbrance Carryover	10,910	12,910	0	3,000	
		TOTAL COMMODITIES	24,110		11,800		
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	14,850		15,000		
		Business attraction/trade advertising	21,000		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	53,850	137,200	54,500	138,000	
		TOTAL OTHER CHARGES		208,011		208,000	
		TOTAL PLANNING		1,796,121		1,873,400	

BUILDING & LIFE SAFETY

(18.00 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.

2019 Accomplishments

1. Continued with technology advancements. Implemented a key permit processing efficiency by eliminating manual file management which is resulting in quicker processing turn-around time.
2. Completed the Community Risk Reduction Plan which is providing a framework to better assure that Periodic Fire Inspections are being completed in accordance with the cyclical time periods defined for different business hazard levels.
3. Building Code updates are in progress and anticipated to be presented to the Board before year's end.

2020 Strategic Priorities & Key Projects

1. Complete Conversion of Microfiche to Digital Format

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

In preparation for centralizing records, records in microfiche format must be converted to a digital format.

Project Leads: Permits Supervisor Michael Boyle

Project Completion: 3Q 2020

Cost Estimate: \$60,000

2. Reorganization of Electronic Records into Centralized System

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

Existing electronic records will be organized in a Village-wide centralized system- i.e. Laserfiche. Efficiencies and consistency will be gained by all staff being able to quickly and easily access records for internal research and/or FOIA requests. As part of this process, we will also be evaluating the potential for near immediate conversion of newly received paper documents, such as permit applications, to allow for staff to be able to access these active documents via their computers, thus eliminating the need for manual handling of paper project folders.

Project Leads: Permits Supervisor Michael Boyle

Project Completion: 4Q 2021

Cost Estimate: Staff Time Only

3. Targeted Communication of Customer Service Improvements and Initiatives

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

Ongoing communication enhancements and initiatives will be a priority of the Building & Life Safety Department. Enhanced customer service surveys will be utilized to seize opportunities for improvement and assess current practices.

Project Lead: Director Steve Touloumis

Project Completion: 4Q 2020

Cost Estimate: Staff Time Only

BUILDING & LIFE SAFETY

(Continued)

4. Building Permit Elimination Assessment and Workflow Survey

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

Assess current permits being offered and inspected by other communities. Collect permit workflow information from nine comparable communities that will help the analyst team evaluate the Village's own internal permit workflow and forms.

Project Leads: Mgmt. Analyst Group: Chester Gorecki, PW; Tyler Hall, PD; and Sarah Fitzgibbons, ISD
Project Completion: 1Q 2020
Cost Estimate: Staff Time Only

5. Analyze Electronic Plan Review Potential

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

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

Project Lead: Assistant Building Official Mark Fink
Project Completion: ERP Implementation
Cost Estimate: Staff Time Only

6. Evaluate New Permitting Software

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

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

Project Lead: Director Steve Touloumis
Project Completion: ERP Implementation
Cost Estimate: Staff Time Only

7. Improve Building & Life Safety Department Web Page(S) Structure, Information, Etc.

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

Update the Building & Life Safety Department web pages by restructuring and improving information. This includes an overhaul of existing handouts, checklists, applications, etc.

Project Lead: Permits Supervisor Michael Boyle
Project Completion: 4Q 2020
Cost Estimate: Staff Time Only

8. Fee Analysis, Restructuring, and Updating

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

Analyze existing fee structure, design new structure, and present new fee structure to Village Board for approval. Implement new fee structure after Board approval.

Project Lead: Director Steve Touloumis
Project Completion: 2Q 2020
Cost Estimate: Staff Time Only

BUILDING & LIFE SAFETY

(Continued)

9. Contractor Licensing Analysis and Updating

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

Analyze the purpose and need for Contractor Business Licenses. Analyze the revenue/operating cost impact of potential changes. Recommend and update changes to the Municipal Code.

Project Lead: Director Steve Touloumis

Project Completion: 4Q 2020

Cost Estimate: Staff Time Only

10. Bond Requirements Analysis and Modernizing

Strategic Priority: #3 Continue Improving Building and Life Safety Processes and Customer Service

Analyze bonds currently required for driveways and right-of-way openings to determine if a more efficient system can be implemented. Recommend update to Village Board for approval.

Project Lead: Director Steve Touloumis

Project Completion: 4Q 2020

Cost Estimate: Staff Time Only

Performance Measures

**Please note that as part of the Building & Life Safety Department's improvement initiatives, the data structure is changing.*

Category	Programs or Functions	2016	2017	2018
Permit Applications	Residential	3,604	3,706	3,489
	Commercial	1,212	1,116	1,192
	TOTAL:	4,816	4,822	4,681

Permit Plan Reviews	Building/HVAC/Energy	2,959	3,150	3,146
	Electric	1,502	1,557	1,459
	Plumbing	816	849	769
	Fire Life Safety	460	286	285
	Fire Alarm	114	185	159
	Fire Suppression/Hood & Duct	82	5	55
	Structural Consultant	14	21	54
	Elevator Consultant	64	64	35
	TOTAL:	6,011	6,117	5,962

Permit Inspections	Building	6,519	7,655	8,796
	Electric	2,547	2,841	2,930
	HVAC	810	832	1,024
	Plumbing	1,996	2,248	2,142
	Fire Systems	488	381	519
	TOTAL:	12,360	13,957	15,411

BUILDING & LIFE SAFETY

(Continued)

Performance Measures (cont.)

Category	Programs or Functions	2016	2017	2018
Fire Safety Inspections	Initial Periodic	1,602	1,397	1,219
	Re-inspection Periodic	575	620	523
	Sprinkler	-	-	111
	Alarm	-	-	170
	Business License	202	138	108
	Miscellaneous	1,063	891	1,044
	TOTAL:	3,442	3,046	3,175
	Fire Inspector Clerical (Hours)	2,391	2,150	2,160
Elevator Inspections	Annual Initial Inspections	457	468	486
	Annual Re-inspections	191	220	83
	Permit Initial Inspections	73	71	31
	Permit Re-inspections	4	25	8
	TOTAL:	725	784	608
	New Elevators	5	6	NA
Licenses	Contractor Renewals	1,395	999	1,869
	New Contractors	544	549	636
	TOTAL:	1,939	1,548	2,505
Citizen Contacts	FOIA Responses	486	631	627

Three Year Comparison of Construction Values

Type of Permit	2016	2017	2018
One- & Two-Family Structures: Alterations, Additions, & New Const.	\$69,244,323	\$63,757,703	\$50,325,067
Commercial & Multi-Family Structures: Alterations, Additions, & New Const.	\$129,888,598	\$100,158,568	\$109,953,360
Miscellaneous	\$8,309,304	\$13,306,501	\$11,020,309
TOTAL:	\$207,442,225	\$177,222,772	\$171,298,736

Revenue Generated by Permits and Licensing Fees

Type of Permit	2016	2017	2018
Construction Permit Fees	\$1,781,989	\$1,494,363	\$1,346,500
Business License Fees	\$689,997	\$709,917	\$695,000
TOTAL:	\$2,471,986	\$2,204,780	\$2,043,518
Operating Budget	\$2,234,362	\$2,399,443	\$2,623,400
Revenue/Budget	110.63%	91.89%	77.90%

OPERATION SUMMARY

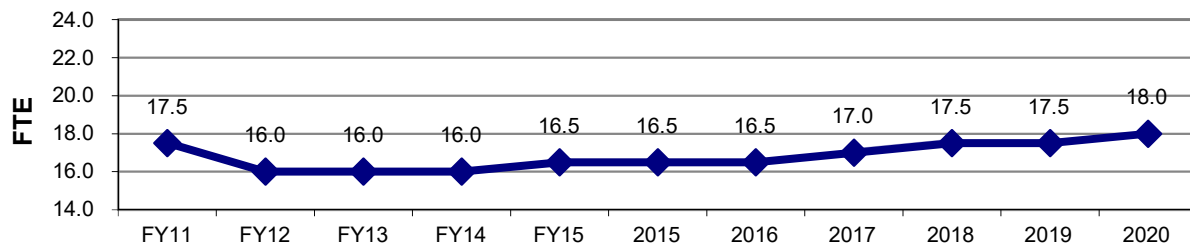
BUILDING SERVICES

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Authorized Positions in F-T-E	17.00	17.50	17.50	17.50	18.00	0.50	0.0
Expenditures							
Personal Services	\$2,104,755	\$2,171,203	\$2,208,500	\$2,299,300	\$2,361,000	\$61,700	2.7%
Contractual Services	266,858	308,715	418,100	345,200	400,900	55,700	16.1%
Commodities	27,839	20,856	28,200	23,300	27,800	4,500	19.3%
Capital Items	0	812	11,700	11,695	5,000	(6,695)	(57.2%)
Total Expenditures	\$2,399,452	\$2,501,586	\$2,666,500	\$2,679,495	\$2,794,700	\$115,205	4.3%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$2,399,452	\$2,500,774	\$2,654,800	\$2,667,800	\$2,789,700	\$121,900	4.6%
Capital Projects Fund	0	812	11,700	11,695	5,000	(6,695)	(57.2%)
Total Expenditures	\$2,399,452	\$2,501,586	\$2,666,500	\$2,679,495	\$2,794,700	\$115,205	4.3%

STAFFING HISTORY



BUILDING & LIFE SAFETY

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-4501-523.10-01	Salaries	1,512,961	1,541,228	1,572,400	1,652,900	1,675,300	22,400	1.4%
101-4501-523.18-01	Temporary Help	6,194	1,896	24,300	24,300	2,500	(21,800)	(89.7%)
101-4501-523.18-05	Overtime Civilian	22,967	9,367	4,000	4,000	4,100	100	2.5%
	Salaries	1,542,122	1,552,491	1,600,700	1,681,200	1,681,900	700	0.0%
101-4501-523.19-01	Workers Compensation	44,000	44,400	45,300	45,300	46,200	900	2.0%
101-4501-523.19-05	Medical Insurance	213,600	264,100	284,800	284,800	294,600	9,800	3.4%
101-4501-523.19-10	IMRF	190,060	194,407	157,400	163,300	212,300	49,000	30.0%
101-4501-523.19-11	Social Security	93,181	93,855	97,500	100,300	101,300	1,000	1.0%
101-4501-523.19-12	Medicare	21,792	21,950	22,800	24,400	24,700	300	1.2%
	Fringe Benefits	562,633	618,712	607,800	618,100	679,100	61,000	9.9%
101-4501-523.20-05	Professional Services	9,300	21,262	137,000	81,500	103,900	22,400	27.5%
101-4501-523.20-35	Reimbursable Plan Reviews	12,492	33,285	25,000	5,000	35,000	30,000	600.0%
101-4501-523.20-40	General Insurance	12,700	12,800	12,900	12,900	13,000	100	0.8%
101-4501-523.21-02	Equipment Maintenance	719	15	100	600	600	0	0.0%
101-4501-523.21-65	Other Services	61,384	69,736	71,300	71,300	71,300	0	0.0%
101-4501-523.22-02	Dues	2,017	1,178	1,500	2,200	2,200	0	0.0%
101-4501-523.22-03	Training	7,167	11,023	10,000	10,000	12,000	2,000	20.0%
101-4501-523.22-05	Postage	5,222	3,221	2,500	2,500	2,500	0	0.0%
101-4501-523.22-10	Printing	3,662	6,307	6,000	7,000	7,000	0	0.0%
101-4501-523.22-15	Photocopying	2,995	3,188	3,200	3,600	3,600	0	0.0%
101-4501-523.22-25	IT/GIS Service Charge	88,200	97,300	95,600	95,600	100,500	4,900	5.1%
101-4501-523.22-37	Vehicle/Equip Lease Charge	61,000	49,400	53,000	53,000	49,300	(3,700)	(7.0%)
	Contractual Services	266,858	308,715	418,100	345,200	400,900	55,700	16.1%
101-4501-523.30-01	Publications Periodicals	11,122	2,367	3,800	2,100	2,500	400	19.0%
101-4501-523.30-05	Office Supplies & Equip	8,389	8,176	12,300	9,600	15,000	5,400	56.3%
101-4501-523.30-20	Photographic Supplies	0	0	0	100	0	(100)	(100.0%)
101-4501-512.30-35	Clothing	1,350	1,917	2,600	2,000	2,500	500	25.0%
101-4501-523.30-50	Petroleum Products	6,174	7,253	8,500	8,500	7,600	(900)	(10.6%)
101-4501-523.33-05	Other Supplies	804	1,143	1,000	1,000	200	(800)	(80.0%)
	Commodities	27,839	20,856	28,200	23,300	27,800	4,500	19.3%
Total Building & Life Safety		2,399,452	2,500,774	2,654,800	2,667,800	2,789,700	121,900	4.6%

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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	3.00	0.50
Administrative Assistant	2	1.00	1.00	
Total F-T-E		17.50	18.00	0.50

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

Code	Fund	Authorized Positions in F-T-E		
		2019	2020	+ (-)
101	General Fund	17.50	18.00	0.50
	Total F-T-E All Funds	17.50	18.00	0.50

BUILDING & LIFE SAFETY

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
101-4501-541.10-01	Salaries	Salaries	1,652,900	1,675,300
101-4501-541.18-01	Temporary Help	On-call inspectors, summer interns, and data entry	24,300	2,500
101-4501-541.18-05	Overtime Civilian	Overtime Civilian	4,000	4,100
	TOTAL SALARIES		1,681,200	1,681,900
FRINGE BENEFITS:				
101-4501-541.19-01	Workers' Compensation	Workers' Compensation Insurance	45,300	46,200
101-4501-541.19-05	Medical Insurance	Medical Insurance	284,800	294,600
101-4501-541.19-10	IMRF	IMRF	163,300	212,300
101-4501-541.19-11	Social Security	Social Security	100,300	101,300
101-4501-541.19-12	Medicare	Medicare	24,400	24,700
	TOTAL FRINGE BENEFITS		618,100	679,100
CONTRACTUAL SERVICES:				
101-4501-541.20-05	Professional Services	Contractual services	81,500	103,900
101-4501-541.20-35	Reimbursable Plan Reviews	Contractual reviews of building plans for fire, structural and other code requirements	5,000	35,000
101-4501-541.20-40	General Insurance	Liability and property insurance	12,900	13,000
101-4501-541.21-02	Equipment Maintenance	Office equipment & computers	600	600
101-4501-541.21-65	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	1,800	1,800
		Elevator inspections	30,000	30,000
		Prior Year Encumbrance Carryover	0	0
			71,300	71,300
101-4501-541.22-02	Dues	Dues	2,200	2,200
101-4501-541.22-03	Training	Conferences, training & seminars	8,300	10,000
		Metro travel, tolls, court, etc.	400	500
		Miscellaneous (Supervision, Administration)	1,300	1,500
			10,000	12,000
101-4501-541.22-05	Postage	Mailing business licenses, building & code related communications, sign, electrical & misc. correspondence	2,500	2,500
101-4501-541.22-10	Printing	Misc. forms, cards, stickers, placards, and licenses	7,000	7,000

BUILDING & LIFE SAFETY

GENERAL FUND

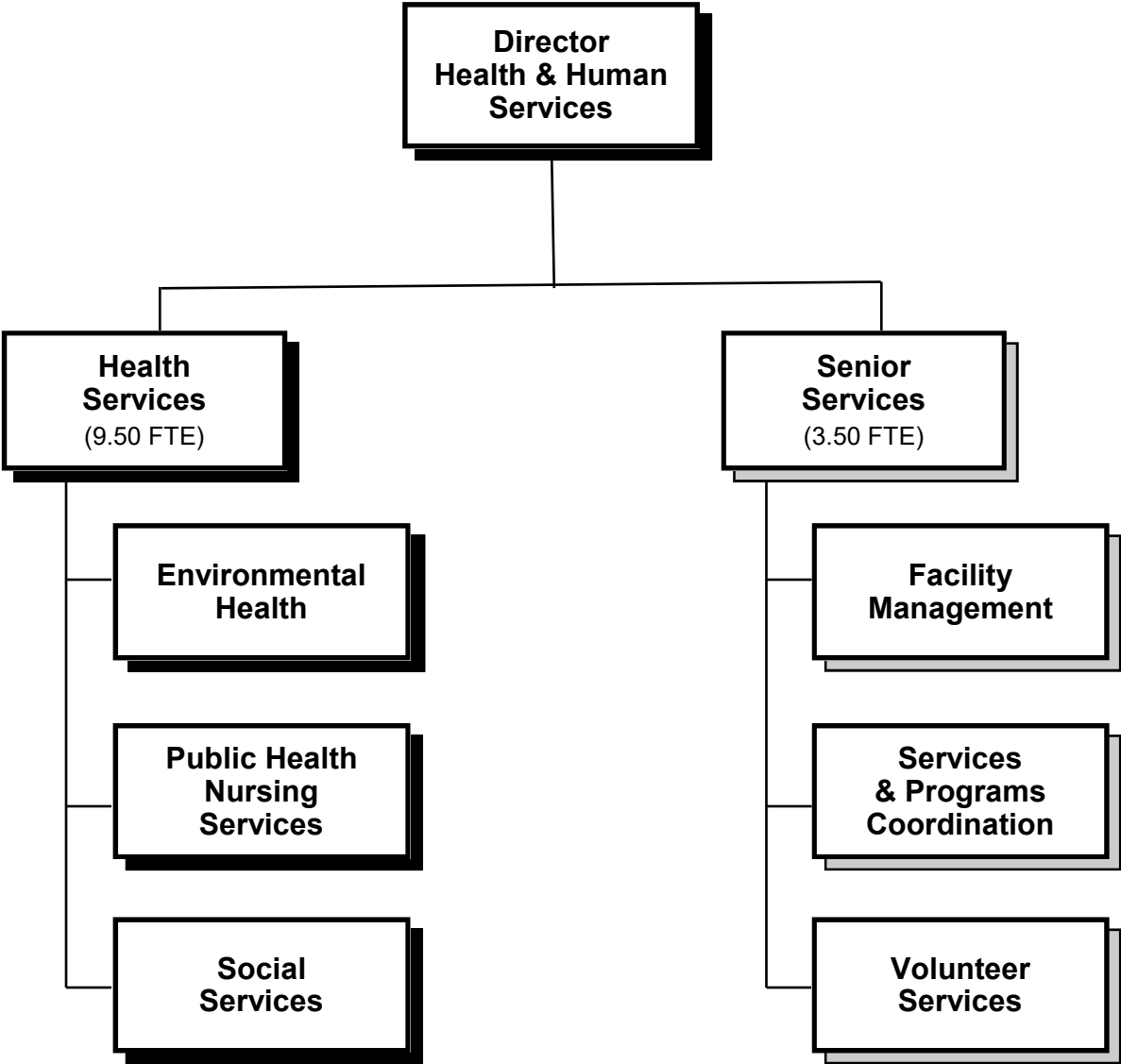
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-4501-541.22-15	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
101-4501-541.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		95,600		100,500
101-4501-541.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		53,000		49,300
		TOTAL CONTRACTUAL SERVICES		345,200		400,900
COMMODITIES:						
101-4501-541.30-01	Publications/Periodicals	Miscellaneous publications	700		1,100	
		Online subscription to NFPA codes	1,400	2,100	1,400	2,500
101-4501-541.30-05	Office Supplies & Equip	Miscellaneous equipment and supplies	9,600		9,000	
		Electronic plan review monitors	0	9,600	6,000	15,000
101-4501-541.30-20	Photographic Supplies	Supplies for film to support code violations and court cases		100		0
101-4501-541.30-35	Clothing	Clothing, Shoes, Outerware		2,000		2,500
101-4501-541.30-50	Petroleum Products	Gasoline for department vehicle(s)		8,500		7,600
101-4501-541.33-05	Other Supplies & Equip	Safety equipment, tools, etc.		1,000		200
		TOTAL COMMODITIES		23,300		27,800
		TOTAL BUILDING & LIFE SAFETY		2,667,800		2,789,700

HEALTH & HUMAN SERVICES

(13.00 FTE)

ORGANIZATION STRUCTURE



DEPARTMENT SUMMARY

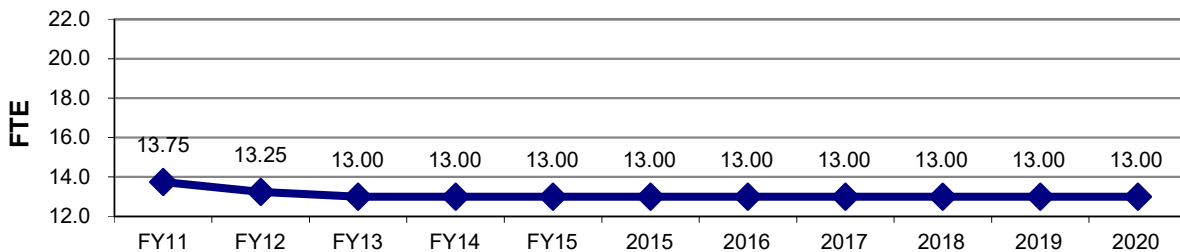
HEALTH & SENIOR SERVICES

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	\$1,772,025	\$1,801,672	\$1,861,200	\$1,854,500	\$1,924,800	\$70,300	3.8%
Contractual Services	226,535	247,683	279,100	288,700	302,000	13,300	4.6%
Commodities	48,573	59,079	77,000	83,537	72,000	(11,537)	(13.8%)
Other Charges	67,710	78,402	105,000	105,000	105,000	0	0.0%
Capital Items	4,422	2,570	0	0	5,000	5,000	N/A
Total Expenditures	\$2,119,265	\$2,189,406	\$2,322,300	\$2,331,737	\$2,408,800	\$77,063	3.3%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund - Health Services	1,614,868	1,656,687	1,741,200	1,749,400	1,789,600	\$40,200	2.3%
General Fund - Senior Services	499,975	530,149	581,100	582,337	614,200	\$31,863	5.5%
Capital Projects Fund	4,422	2,570	0	0	5,000	\$5,000	N/A
Total Expenditures	\$2,119,265	\$2,189,406	\$2,322,300	\$2,331,737	\$2,408,800	\$77,063	3.3%

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 serving as consultants, various low cost health screening clinics, and influenza vaccination. Nursing Services also provides CPR and AED instruction support for the Fire Department and community, blood borne pathogen training for Police, Fire, and Public Works custodians, and 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. The Supervising Nurse also serves as Village Designated Infection Control Officer (DICO) for First Responder disease exposures.

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 related to disability issues. The division works to ensure all Village programs, services, activities, and modes of communication are accessible to persons with disabilities. As a community resource on disability issues the DSC keeps current on Federal, State, and Local programs and services that benefit persons with disabilities and their families. The DSC also is a community resource to businesses regarding accessibility requirements of the ADA, Illinois Accessibility Code, Federal Fair Housing Amendments Act as well as local laws and ordinances. The DSC provides information and referrals to residents. Additionally, the DSC coordinates the Emergency 9-1-1 Registration, Vehicle Sticker Discount Program, 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.

2019 Accomplishments

- Environmental Health successfully implemented digital software to conduct food service and complaint inspections. The software allows Health Officers to complete digital inspections at a food facility and email reports to the owners, enabling inspections to be uploaded in real time while in the field. With complaint inspections, Health Officers are able to directly input data, upload photos while in the field, and retrieve the information in the database. The iPad's provide access to the GIS System, all applicable codes, and digital handouts to give to restaurants and residents. Health Officers can look up past complaints and food inspections in the field, which provides useful information during an inspection. The digital inspections have eliminated the need for hand filing paper reports and then transcribing inspection data into a database back at the office.
- Environmental Health Staff met the required inspection frequency for all high, medium and low risk food establishments, while committing more time to train management and staff in each facility on the requirements of the new State Food Code.
- In February of 2019, our Administrative Assistant retired. When we evaluated this position we considered opportunities to benefit our clinical staff when hiring for the replacement and in addition to the regular requirements, we requested experience in a health related field. We were able to hire an Administrative Assistant who also had 10 years of managerial experience at a local hospital.
- In June of 2019, Lindsay Dohse, RN, APN, filled the vacant part-time Community Health Nurse position. Lindsay has over 15 years of nursing experience, six of those years working as an Acute Care Nurse Practitioner. Orientation to the role continues and Lindsay is adapting very well to the wide range of services.
- Mary Sterrenberg, Supervising Nurse received her certification as a Designated Infection Control Officer through training at Northwest Community Hospital.
- Nursing Services is now promoting a different health related topic each month of the year. This program will recognize a topic, such as "Heart Month", and may then include discounted or free services, while providing health educational awareness information to our residents.
- Nursing and Social Services staff have increased their presence at the Arlington Heights Memorial Library. Nursing Services is providing blood pressure screenings and serving on the "Ask Me Anything" Teen Panel. Social Services is providing a monthly Resource Hour with the intent of increasing residents and library staff's awareness of local social services resources. These events are scheduled in advance, thereby marketed in the Library Newsletter.
- The Social Services Community Needs Assessment was completed and distributed. The assessment was done to identify social challenges and health inequities with the intent of addressing barriers to care. The Assessment identified a need to expand the Counseling Subsidy program to include MAT treatment and psychiatric care. Four new Counseling Subsidy Partnerships were cultivated to address this service gap.
- The Social Services Coordinator developed a Masters of Social Work internship program and has welcomed two students in the past year. Each student is responsible for completing 600 hours of internship experience during the academic year. This year's student, Kimberly Quintanilla, collaborated with our Health Officer, Sean Freres, to complete a project in the Dryden community to address barriers to pest control challenges. Kimberly translated for residents, conducted a survey to assess their needs, and assisted residents in applying for financial assistance. Each student has been bilingual in Spanish, which has also increased our capacity to provide outreach to the Latino community.

HEALTH & HUMAN SERVICES

(Continued)

- The Disability Services Coordinator (DSC) has been researching technology and costs for the Village to add Real-Time Closed Captioning to live streaming online Village Board Meetings. Closed Captioning Window Stickers are being made by the Commission for Citizens with Disabilities to encourage Arlington Heights businesses with TV's to keep "on" or turn "on" the Closed Captioning upon request.
- On April 11, the DSC and Arlington Heights Commission for Citizens with Disabilities hosted Linda Mastandrea, Director of the Office of Disability Integration and Coordination at the Federal Emergency Management Administration (FEMA). She presented on her office's strategy to incorporate a culture of disability inclusion across all levels of FEMA's response to help persons with disabilities before, during, and after disasters. The DSC hosted a HUD Fair Housing Training with a disability focus on September 18 at Village Hall. The DSC organized an Illinois Accessibility Code Seminar with Felicia Burton of the Capital Development Board on October 23.

2020 Strategic Priorities and Key Projects

1. Solid Waste Contract Review.

Strategic Priority: #6 Evaluate Recycling Challenges

To prepare for extension of the current Single-Family Solid Waste Contract or engage in a Request for Proposals for a new solid waste contract. During the negotiation process, we will evaluate the challenges related to the recycling market.

Project Lead: Health & Human Services Director and Environmental Health Officers

Project Completion: 4Q 2020

2. Develop And Implement Digital Daycare Reports, Pool Reports And Inspections.

Staff Generated Project

Creating and uploading daycare and pool inspections to the existing third party software tracking system.

Project Leads: Environmental Health Officers

Project Completion: 4Q 2020

3. Obtain Vision and Hearing Screening Certification Through the Illinois Department of Public Health (IDPH) and Continue the New Hire Orientation Process.

Staff Generated Project

To prepare to identify children who exhibit actual and potential difficulties in vision and hearing function and to manage a screening program. Skills learned include the use of testing instruments and procedures for detecting potential vision and hearing health and/or educational problems in children three years of age and older. Managing all phases of a vision and hearing conservation program is emphasized.

Project Leads: Nursing Supervisor

Project Completion: 4Q 2020

HEALTH & HUMAN SERVICES

(Continued)

4. Increase Counseling Subsidy Community Partners Who Are Able to Address Resident's Psychiatric Needs.

Staff Generated Project

Identify providers of psychiatric care. Meet with providers, explain the Counseling Subsidy Program and create contracts with said providers.

Project Lead: Health and Human Services Director and Social Services Coordinator

Project Completion: 3Q 2020

5. Provide Mental Health First Aid Training to Village Staff, Including All Sworn Police Officers.

Staff Generated Project

Schedule Mental Health First Aid trainings. Encourage staff participation and teach courses.

Project Lead: Social Services Coordinator

Project Completion: 3Q 2020

Performance Measures

	2016	2017	2018
1. Routine In-Service Food Service Inspections:			
High Risk	325	312	333
Medium Risk	255	254	249
Low Risk	59	62	47
Seasonal Inspections	79	75	69
Total Inspections	718	703	698
Total Re-Inspections	231	224	176
Temporary Food Inspections	186	240	261
2. Routine Swimming Pool/Spa Inspections:	502	484	462
3. Routine Day Care Inspections	39	39	30
4. Nursing Services In-Home Visits	1,608	1,391	851
INR	622	486	292
Injections	95	103	87
Blood Pressure Readings	1,608	1,391	851
Pulse Oximeter	1,315	1,189	712
5. Influenza vaccine	407	332	342
6. Clinic Services:			
Diabetic Screenings	195	194	227
INR	105	103	90
Injections	50	35	34
Blood Pressure Readings	2,795	2,496	2,318
Pulse Oximeter	2,496	2,259	2,186
Cholesterol Screenings	216	240	178
TB Skin Tests	165	163	176
Community Events - blood pressure/body fat analysis	551	446	386
Total Clinical Services	6,573	5,936	5,595

HEALTH & HUMAN SERVICES

(Continued)

Performance Measures (cont.)

	2016	2017	2018
7. Park District Scholarship Program:			
Total Applications	134	103	108
Portion of applications for Children at Play (CAP)	23	18	17
8. Emergency Assistance Fund:			
Total Services	405	419	469
Households Served	352	325	408
Total Expenditures	\$43,053	\$53,168	\$52,558
9. Holiday Assistance Program – Total Households Served	75	40	58
10. Mental Health Services			
Crisis Interventions			238
Resource Referral			394
Counseling Subsidy Intakes	-	-	29
Therapeutic Interventions			178
Mental Health First Aid Training			9

OPERATION SUMMARY

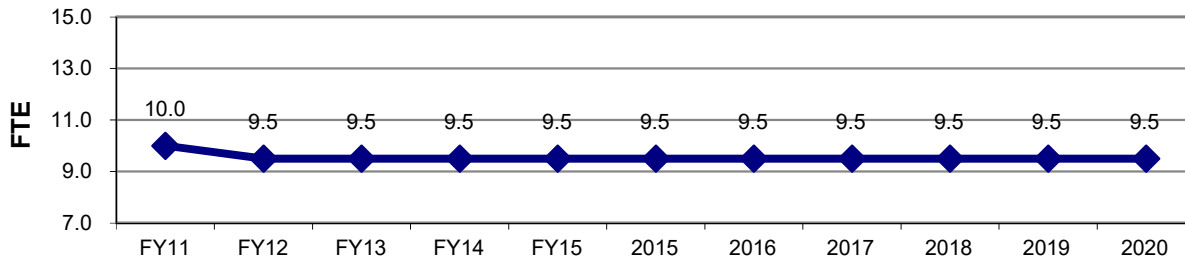
HEALTH SERVICES

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	\$1,371,975	\$1,373,038	\$1,395,200	\$1,387,200	\$1,430,500	\$43,300	3.1%
Contractual Services	145,705	162,097	191,800	201,500	209,400	7,900	3.9%
Commodities	29,478	43,150	49,200	55,700	44,700	(11,000)	(19.7%)
Other Charges	67,710	78,402	105,000	105,000	105,000	0	0.0%
Capital Items	4,422	2,570	0	0	5,000	5,000	N/A
Total Expenditures	\$1,619,290	\$1,659,257	\$1,741,200	\$1,749,400	\$1,794,600	\$45,200	2.6%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$1,614,868	\$1,656,687	\$1,741,200	\$1,749,400	\$1,789,600	\$40,200	2.3%
Capital Projects Fund	4,422	2,570	0	0	5,000	5,000	N/A
Total Expenditures	\$1,619,290	\$1,659,257	\$1,741,200	\$1,749,400	\$1,794,600	\$45,200	2.6%

STAFFING HISTORY



HEALTH SERVICES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-7001-541.10-01	Salaries	977,381	966,986	1,012,500	1,012,500	1,016,200	3,700	0.4%
101-7001-541.18-01	Temporary Help	11,205	9,388	13,400	13,400	14,200	800	6.0%
101-7001-541.18-05	Overtime Civilian	0	817	300	300	300	0	0.0%
	Salaries	988,586	977,191	1,026,200	1,026,200	1,030,700	4,500	0.4%
101-7001-541.19-01	Workers Compensation	18,200	18,400	18,800	18,800	19,200	400	2.1%
101-7001-541.19-05	Medical Insurance	172,000	184,200	172,300	172,300	185,300	13,000	7.5%
101-7001-541.19-10	IMRF	120,676	122,529	101,400	96,400	121,900	25,500	26.5%
101-7001-541.19-11	Social Security	58,723	57,238	61,800	58,600	58,500	(100)	(0.2%)
101-7001-541.19-12	Medicare	13,790	13,480	14,700	14,900	14,900	0	0.0%
	Fringe Benefits	383,389	395,847	369,000	361,000	399,800	38,800	10.7%
101-7001-541.20-25	Counseling Services	18,804	27,306	35,600	35,600	35,600	0	0.0%
101-7001-541.20-40	General Insurance	20,100	20,300	20,500	20,500	20,700	200	1.0%
101-7001-541.21-02	Equipment Maintenance	1,914	1,488	1,500	2,000	2,000	0	0.0%
101-7001-541.21-10	Property Maintenance	9,780	13,215	13,600	16,800	17,000	200	1.2%
101-7001-541.21-65	Other Services	3,064	4,058	5,600	8,500	6,400	(2,100)	(24.7%)
101-7001-541.22-02	Dues	1,166	2,031	1,400	2,400	2,400	0	0.0%
101-7001-541.22-03	Training	3,379	2,715	3,900	5,100	5,200	100	2.0%
101-7001-541.22-05	Postage	1,966	1,937	2,000	2,500	2,500	0	0.0%
101-7001-541.22-10	Printing	1,003	821	900	1,600	1,000	(600)	(37.5%)
101-7001-541.22-15	Photocopying	2,329	2,726	2,300	2,000	2,600	600	30.0%
101-7001-541.22-25	IT/GIS Service Charge	52,800	54,100	70,400	70,400	74,800	4,400	6.3%
101-7001-541.22-37	Vehicle/Equip Lease Charge	29,400	31,400	34,100	34,100	36,800	2,700	7.9%
101-7001-541.22-40	Taxi Service Subsidy	0	0	0	0	2,400	2,400	N/A
	Contractual Services	145,705	162,097	191,800	201,500	209,400	7,900	3.9%
101-7001-541.30-01	Publications Periodicals	921	589	900	1,300	1,000	(300)	(23.1%)
101-7001-541.30-05	Office Supplies & Equip	6,532	3,482	5,100	7,100	6,200	(900)	(12.7%)
101-7001-541.30-35	Clothing	510	1,045	1,000	1,000	1,000	0	0.0%
101-7001-541.30-50	Petroleum Products	1,256	1,521	1,600	1,700	1,600	(100)	(5.9%)
101-7001-541.33-05	Other Supplies	1,955	19,479	21,600	21,600	11,700	(9,900)	(45.8%)
101-7001-541.33-10	Wellness Program Supplies	18,304	17,034	19,000	23,000	23,200	200	0.9%
	Commodities	29,478	43,150	49,200	55,700	44,700	(11,000)	(19.7%)
101-7001-541.40-53	A H Emergency Assistance	40,000	40,000	40,000	40,000	40,000	0	0.0%
101-7001-541.40-57	A H Emergency Asst Donations	1,539	3,725	20,000	20,000	20,000	0	0.0%
101-7001-541.40-60	Rental Housing Assistance Prog	15,614	15,000	15,000	15,000	15,000	0	0.0%
101-7001-541.40-61	MRC Capacity Building Award	51	25	1,000	1,000	1,000	0	0.0%
101-7001-541.41-16	CAP Program	10,506	19,652	29,000	29,000	29,000	0	0.0%
	Other Charges	67,710	78,402	105,000	105,000	105,000	0	0.0%
	Total Health Services	1,614,868	1,656,687	1,741,200	1,749,400	1,789,600	40,200	2.3%

HEALTH SERVICES

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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 2019	Budget 2020
SALARIES:				
101-7001-541.10-01	Salaries	Salaries	1,012,500	1,016,200
101-7001-541.18-01	Temporary Help	Temporary Help (part-time nurses, holiday assistance, summer environmental health intern)	13,400	14,200
101-7001-541.18-05	Overtime	Overtime	300	300
		TOTAL SALARIES	1,026,200	1,030,700
FRINGE BENEFITS:				
101-7001-541.19-01	Workers' Compensation	Workers' Compensation Insurance	18,800	19,200
101-7001-541.19-05	Medical Insurance	Medical Insurance	172,300	185,300
101-7001-541.19-10	IMRF	IMRF	96,400	121,900
101-7001-541.19-11	Social Security	Social Security	58,600	58,500
101-7001-541.19-12	Medicare	Medicare	14,900	14,900
		TOTAL FRINGE BENEFITS	361,000	399,800
CONTRACTUAL SERVICES:				
101-7001-541.20-25	Counseling Services	Counseling services for youth, seniors, and low income residents	35,600	35,600
101-7001-541.20-40	General Insurance	Liability and property insurance	20,500	20,700
101-7001-541.21-02	Equipment Maintenance	Medical equipment, radon equipment, vision & hearing units, sound meter, 3 defibrillators, etc.	2,000	2,000
101-7001-541.21-10	Property Maintenance	Weed cutting and lot clearing	14,100	14,300
		Property search software subscription	2,700	2,700
101-7001-541.21-65	Other Services	Cell phone/iPad service charges	4,600	4,000
		Water testing	500	500
		Sign language Interpreting services	1,500	1,500
		Office reorganization	1,500	0
		Nursing fax subscription	400	400
			8,500	6,400
101-7001-541.22-02	Dues	Dues	2,400	2,400
101-7001-541.22-03	Training	Nursing Seminars	500	500
		IEHA, North Chapter Conference (4)	500	500
		IEHA, State Conference (3)	1,200	1,200
		IDPH Preparedness Summit (3)	400	400
		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	600	5,200

HEALTH SERVICES

GENERAL FUND

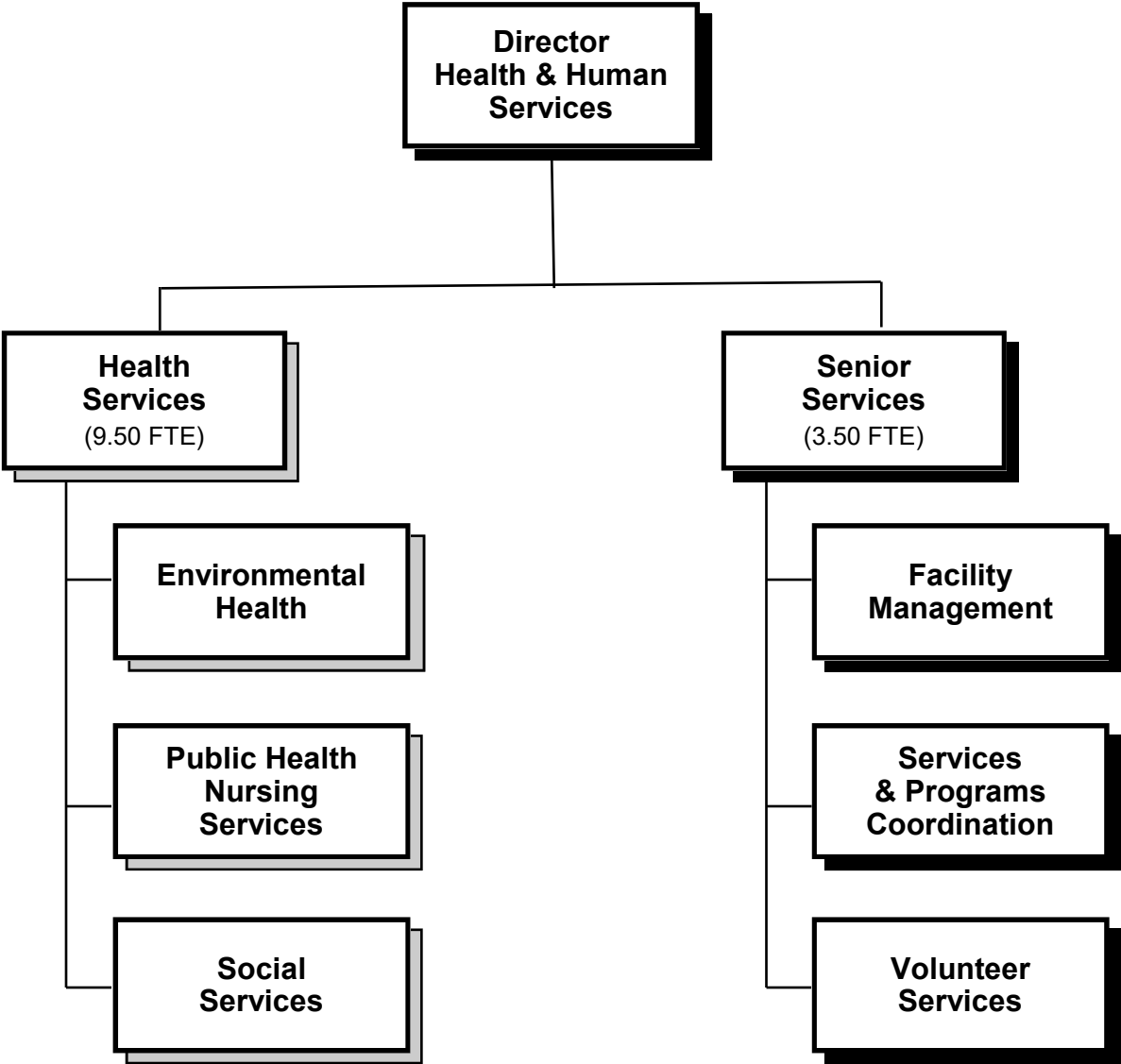
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-7001-541.22-05	Postage	Mailings		2,500		2,500
101-7001-541.22-10	Printing	Forms and reports		1,600		1,000
101-7001-541.22-15	Photocopying	Photocopies & supplies	1,000		1,600	
		Maintenance agreement Xerox 5150	1,000	2,000	1,000	2,600
101-7001-541.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		70,400		74,800
101-7001-541.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		34,100		36,800
101-7001-541.22-40	Taxi Service Subsidy	Taxi Service Subsidy Program		0		2,400
TOTAL CONTRACTUAL SERVICES				201,500		209,400
COMMODITIES:						
101-7001-541.30-01	Publications/Periodicals	Miscellaneous publications		1,300		1,000
101-7001-541.30-05	Office Supplies & Equip	General office supplies		7,100		6,200
101-7001-541.30-35	Clothing	Uniforms & protective clothing		1,000		1,000
101-7001-541.30-50	Petroleum Products	Gasoline for department vehicle(s)		1,700		1,600
101-7001-541.33-05	Other Supplies & Equip	Swimming pool testing kits, film, small hardware, cameras, radon kits, misc.	1,600		1,600	
		CDP software annual fee	10,000		10,100	
		Prior Year Encumbrance Carryover	10,000	21,600	0	11,700
101-7001-541.33-10	Wellness Program	Immunization / Flu Clinics (WE9710)	10,000		10,000	
		Festival First Aid (WE9713)	1,000		1,000	
		Medical Waste Disposal (WE0201)	1,400		1,400	
		Clinic Supplies (WE0601)	10,600	23,000	10,800	23,200
TOTAL COMMODITIES				55,700		44,700
OTHER CHARGES:						
101-7001-541.40-53	AH Emergency Assist.	Arlington Heights Emergency Assistance Program (general funds)		40,000		40,000
101-7001-541.40-57	AH Emerg Asst Donations	Emergency assistance for Arlington Heights residents funded by donations		20,000		20,000
101-7001-541.40-58	Rental Assistance	Rental Housing Assistance		15,000		15,000
101-7001-541.40-61	MRC Capacity Bldg Award	Medical Reserve Corps (MRC) supplies, training, and advertisement		1,000		1,000
101-7001-541.41-16	Children at Play	Grant to Children at Play Program - subsidy for low income residents		29,000		29,000
TOTAL OTHER CHARGES				105,000		105,000
TOTAL HEALTH SERVICES				1,749,400		1,789,600

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.

2019 Accomplishments

- An anonymous donor provided two incredibly generous donations back to back through Arlington Heights Senior Center Inc.; designated to support programming. This has led to programs such as a guest visit from the 1985 Chicago Bears Dan Hampton and a musical performance by Wayne Messmer, both in September.
- The Senior Center was mentioned on WTTW's Chicago Tonight when we hosted 102 year old pianist Dorothy Pauletti. The incredible performance was very well received and attended.
- The Daily Herald also featured an in depth article on Escorted Transportation Service Northwest, one of the Senior Center's agencies. This generated a great deal of positive energy around this important transportation service.
- Other stellar programming includes our Memory Café, a joint venture between several of our agencies in the senior center, including the Village, the Arlington Heights Memorial Library, and Catholic Charities. Memory Cafes are targeted toward those who have some early memory loss and their caregivers. Our first filled to capacity with a waiting list. We also offered two brain enrichment series for those seeking to preserve and enhance their brain.
- Other miscellaneous programs that we were able to offer included programs on decluttering, positive attitudes, history presentations on topics such as Lincoln and the Prohibition, and gardening lectures.
- Our Program Coordinator, a member of the Senior Commission and the Superintendent of School District 15 developed a senior visitor day in the grade schools.
- Our Volunteer Coordinator worked with Alex, an Eagle Scout Candidate. His project at the Senior Center was to build three raised planter boxes that will be used to grow herbs that will be donated to our local food pantries.
- Our Volunteer Coordinator worked with Arlington Heights Senior Center, Inc. and their visioning team.
- Catholic Charities, one of the federally funded agencies at the Senior Center, submitted requests for proposals for the Title IIIC funds for the home delivered meals program and the congregate luncheon program.
- We continued to develop our concept of a "bench" of on call staff. We used our on call staff to help fill in at the front desk when needed.
- We staffed information tables at community events such as the Arlington Heights Memorial Library Youth Job Fair, Northwest Community Hospital's Wellness Center's Customer Appreciation Health Fair and National Night Out.

SENIOR SERVICES

(Continued)

- We offered an Active Shooter presentation.
- We surveyed our partnering agencies in the Senior Center, gathered their suggestions for improvements at the Senior Center and generated a "Senior Center Update 2019 Report."
- Using a mix of Community Development Block Grant and Arlington Heights Senior Center, Inc. funds, we installed panic buttons and additional security cameras in the Senior Center.
- We grew the Youth Commission's Let It Snow, Make It Go program to 133 households. We currently have 16 teen shovelers. Despite the lack of consistent snowfalls, the program continues to generate good will. Other communities have called to express interest in the program.
- We installed a new digital gate counter in March, replacing the old "beam of light" that broke in November 2018.
- Using a mix of funds from Arlington Heights Senior Center, Inc. and our own budget we purchased 30 new chairs for one of our program rooms.
- This past spring, the Planning Department, PACE and the Senior Center Manager worked to get a new bus stop shelter installed at the west end of the plaza where the Senior Center is located.
- Current work on the reaccreditation of the Senior Center includes committees that investigated the standards and prepared packets of information on how the Senior Center was meeting those standards.
- We also worked with the Senior Citizens Commission on their Age Friendly Community Certification project. The Planning Department applied for and was awarded a technical assistance grant from Chicago Metropolitan Agency on Planning.

2020 Strategic Priorities and Key Projects

1. Update the Senior Center

Strategic Priority: #4 Increase efficiencies throughout Village Processes and Procedures

To produce cosmetic, technology and other changes which will increase comfort, use and encourage an energizing environment for patrons, volunteers and staff. Examples of technology include a lobby kiosk for self-registration and possibly digital sign boards near the entrances of program rooms.

Project Completion: 4Q 2021

Project Lead: Health & Human Services Director and Senior Center Manager

2. Age Friendly Community Certification

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

Assess the existing services, programs and facilities and make recommendations about which ones require improvement, replacement or elimination.

Project Completion: 4Q 2020

Project Lead: Senior Citizens Commission and Senior Center Manager

SENIOR SERVICES

(Continued)

3. Senior Center Accreditation

Staff Generated Project

Complete the accreditation process and become a nationally accredited senior center.

Project Completion: 2Q 2020

Project Lead: Health & Human Services Director and Senior Center Manager

Performance Measures

	2016	2017	2018
1. Congregate Meals *Change in program due to State Budget Impasse	4,904*	4,714	5,750
2. Home Delivered Meals **Estimated number due to transition between vendors	26,773	37,850	42,036
3. Social Work Cases Opened	9,642	9,673	9,177
4. Recreation Participation - Attendance at Park District Programming at Senior Center	43,647	44,142	39,784
5. Number of Subsidized Rides Provided	261	141	101

OPERATION SUMMARY

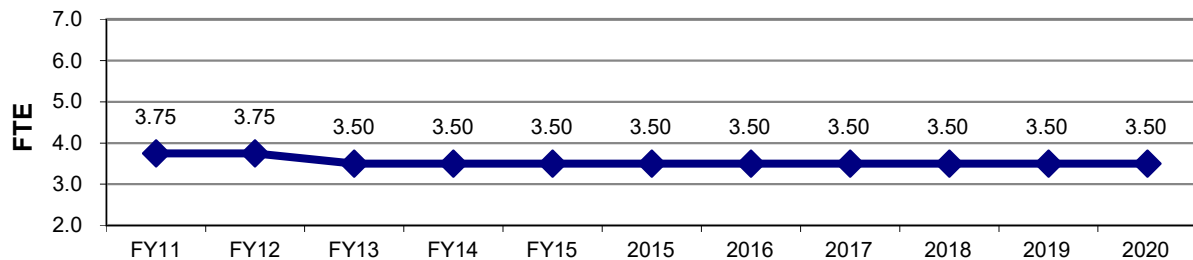
SENIOR SERVICES

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 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	\$400,050	\$428,634	\$466,000	\$467,300	\$494,300	\$27,000	5.8%
Contractual Services	80,830	85,586	87,300	87,200	92,600	5,400	6.2%
Commodities	19,095	15,929	27,800	27,837	27,300	(537)	(1.9%)
Total Expenditures	\$499,975	\$530,149	\$581,100	\$582,337	\$614,200	\$31,863	5.5%

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$499,975	\$530,149	\$581,100	\$582,337	\$614,200	\$31,863	5.5%
Total Expenditures	\$499,975	\$530,149	\$581,100	\$582,337	\$614,200	\$31,863	5.5%

STAFFING HISTORY



SENIOR SERVICES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-7007-541.10-01	Salaries	295,542	316,146	337,000	339,300	353,200	13,900	4.1%
101-7007-541.18-01	Temporary Help	4,211	3,408	17,200	17,200	17,600	400	2.3%
101-7007-541.18-05	Overtime Civilian	0	0	200	200	200	0	0.0%
	Salaries	299,753	319,554	354,400	356,700	371,000	14,300	4.0%
101-7007-541.19-01	Workers Compensation	500	500	500	500	500	0	0.0%
101-7007-541.19-05	Medical Insurance	44,000	47,900	51,600	51,600	53,100	1,500	2.9%
101-7007-541.19-10	IMRF	33,594	36,924	33,700	31,400	41,400	10,000	31.8%
101-7007-541.19-11	Social Security	17,995	19,253	20,900	21,900	22,900	1,000	4.6%
101-7007-541.19-12	Medicare	4,208	4,503	4,900	5,200	5,400	200	3.8%
	Fringe Benefits	100,297	109,080	111,600	110,600	123,300	12,700	11.5%
101-7007-541.20-40	General Insurance	11,600	11,700	11,800	11,800	11,900	100	0.8%
101-7007-541.21-02	Equipment Maintenance	2,337	4,174	4,600	4,600	4,500	(100)	(2.2%)
101-7007-541.21-65	Other Services	12,140	14,341	15,800	15,800	15,600	(200)	(1.3%)
101-7007-541.22-02	Dues	255	720	1,000	1,000	2,900	1,900	190.0%
101-7007-541.22-03	Training	17	158	1,500	1,400	2,100	700	50.0%
101-7007-541.22-05	Postage	8	0	1,400	1,400	1,300	(100)	(7.1%)
101-7007-541.22-10	Printing	0	0	0	0	200	200	N/A
101-7007-541.22-15	Photocopying	856	466	1,400	1,400	1,300	(100)	(7.1%)
101-7007-541.22-25	IT/GIS Service Charge	53,200	53,700	49,300	49,300	52,800	3,500	7.1%
101-7007-541.22-40	Taxi Service Subsidy	417	327	500	500	0	(500)	(100.0%)
	Contractual Services	80,830	85,586	87,300	87,200	92,600	5,400	6.2%
101-7007-541.30-05	Office Supplies & Equip	3,931	2,658	4,900	4,900	4,400	(500)	(10.2%)
101-7007-541.31-65	Other Equip & Supplies	15,164	13,271	22,900	22,937	22,900	(37)	(0.2%)
	Commodities	19,095	15,929	27,800	27,837	27,300	(537)	(1.9%)
Total Senior Services		499,975	530,149	581,100	582,337	614,200	31,863	5.5%
Total Health & Senior Serv		2,114,843	2,186,836	2,322,300	2,331,737	2,403,800	72,063	3.1%

SENIOR SERVICES

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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 2019		Budget 2020	
SALARIES:						
101-7007-541.10-01	Salaries	Salaries	339,300		353,200	
101-7007-541.18-01	Temporary Help	Temporary Help	17,200		17,600	
101-7007-541.18-05	Overtime	Overtime	200		200	
TOTAL SALARIES			356,700		371,000	
FRINGE BENEFITS:						
101-7007-541.19-01	Workers' Compensation	Workers' Compensation Insurance	500		500	
101-7007-541.19-05	Medical Insurance	Medical Insurance	51,600		53,100	
101-7007-541.19-10	IMRF	IMRF	31,400		41,400	
101-7007-541.19-11	Social Security	Social Security	21,900		22,900	
101-7007-541.19-12	Medicare	Medicare	5,200		5,400	
TOTAL FRINGE BENEFITS			110,600		123,300	
CONTRACTUAL SERVICES:						
101-7007-541.20-40	General Insurance	Liability and property insurance	11,800		11,900	
101-7007-541.21-02	Equipment Maintenance	Office, institutional equipment	200		200	
		Billiard table maintenance	2,000		1,900	
		Piano tuning	400		400	
		Kitchen equipment repairs	2,000		2,000	
			4,600		4,500	
101-7007-541.21-65	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		0	
		Intergenerational programs support services	200		300	
					15,800	
101-7007-541.22-02	Dues	Dues	1,000		1,000	
		National Institute for Senior Centers Accreditation	0		1,900	
			1,000		2,900	
101-7007-541.22-03	Training	Gerontology or Volunteer conference	1,100		1,000	
		Mileage	300		300	
		National Institute for Senior Centers Accreditation	0		800	
			1,400		2,100	
101-7007-541.22-05	Postage	General postage	1,100		1,000	
		Volunteer banquet postage	300		300	
			1,400		1,300	
101-7007-541.22-10	Printing	Volunteer banquet invitations	0		200	
101-7007-541.22-15	Photocopying	Photocopies & supplies	1,400		1,300	

SENIOR SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-7007-541.22-25	IT/GIS Service Charge	Information Technology service charge	49,300		52,800	
101-7007-541.22-40	Taxi Service Subsidy	Taxi Service Subsidy Program	500		0	
TOTAL CONTRACTUAL SERVICES			87,200		92,600	
COMMODITIES:						
101-7007-541.30-05	Office Supplies & Equip	General office supplies	4,100		4,100	
		Photo film for transportation	300		0	
		Software and software upgrades	100		300	
		Volunteer Banquet stationery	400	4,900	0	4,400
101-7007-541.31-65	Other Equip & Supplies	Small institutional and office equipment	1,300		1,300	
		Volunteer banquet awards, decorations and supplies	1,800		1,800	
		Replacement tables	0		1,300	
		* 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		7,400	
		Prior Year Encumbrance Carryover	1,337	22,937	0	22,900
TOTAL COMMODITIES			27,837		27,300	
TOTAL SENIOR SERVICES			582,337		614,200	
TOTAL HEALTH & SENIOR SERVICES			2,331,737		2,403,800	

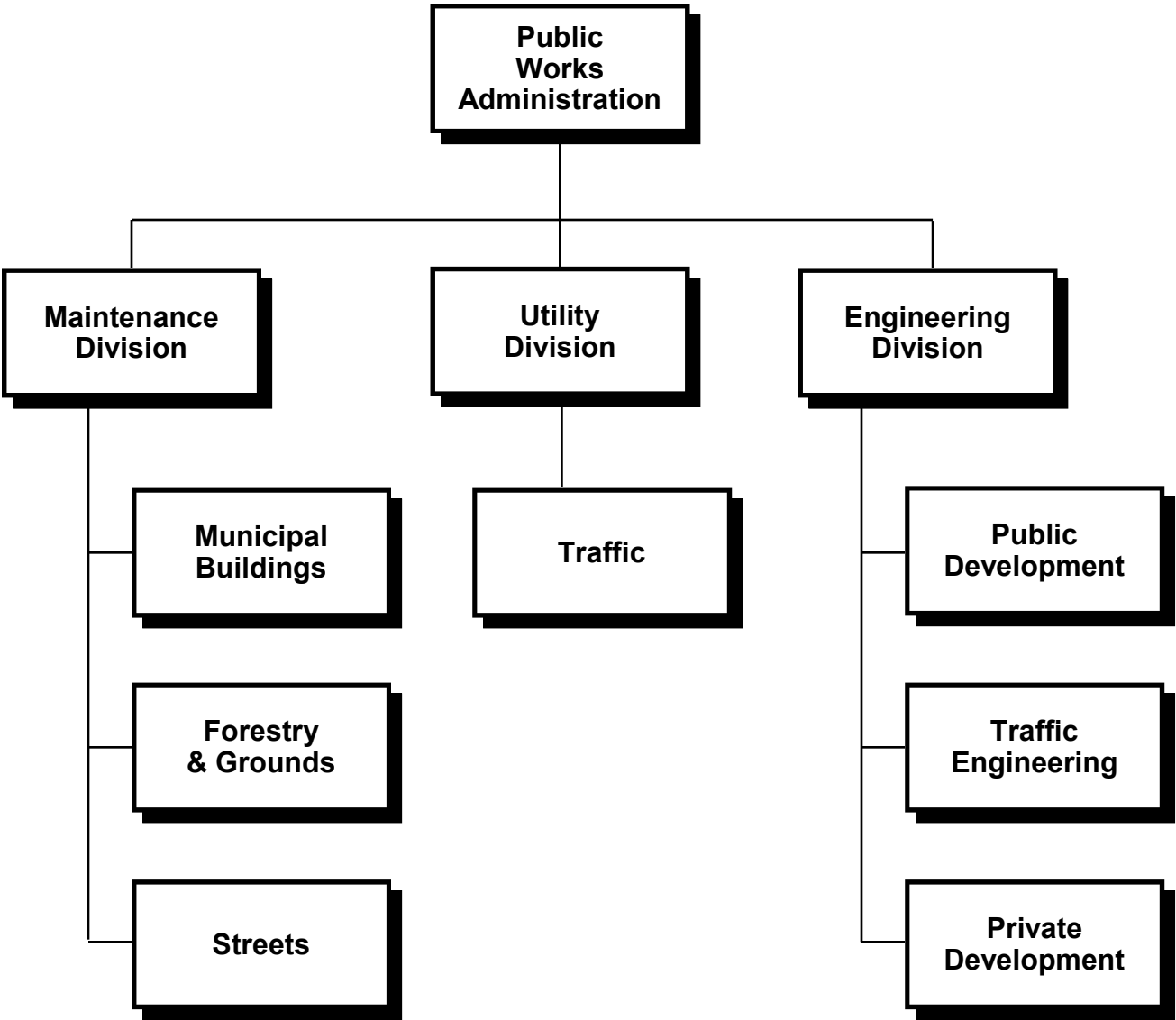
* Partial revenue returns specific to fees charged for these events are anticipated.

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

PUBLIC WORKS

(102.50 FTE)

ORGANIZATION STRUCTURE



PUBLIC WORKS

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, Engineering, 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, curbs, and sidewalks, and sweeping the equivalent of 10,000 curb miles of streets annually. Our Street Maintenance Program includes three phases of 6 to 8 foot wide edge grinding on pavements where the center lane of streets are in a serviceable condition, but the edges are failing and allowing water to penetrate the subbase. The Street unit also assists with and coordinates the setup and planning of numerous Village-sponsored special events.

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 546,500 square feet of occupied floor space. All heating and air conditioning systems are maintained by the staff, which also provide skilled work in minor building revisions and renovations, painting, electrical, plumbing and similar building and grounds related maintenance services. Major repairs, alterations and remodeling are accomplished through contract services when necessary. This unit is also responsible for managing the Metropolis Theatre building. The Municipal Building Unit also assists with and coordinates the setup and planning of numerous Village-sponsored special events.

Fleet Unit – The Village created an internal service fund for fleet operations. This allows departments to "lease" their vehicles internally from the Fleet Operations Fund, and allows the Village to accumulate reserves for the maintenance and periodic replacement of the fleet.

Fleet Operations is organizationally within the Maintenance Division of the Public Works Department. 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 all capital projects. Creates, procures, and oversees all contractual services. Prepares agenda items and budgets necessary for the operation of the division.

Reception and secretarial services maintain 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, and daily required IEPA water testing. An average of 8.6 million gallons of water per day is pumped into the distribution system.

Water Distribution Unit – This unit is responsible for the operation and maintenance of 232 miles of water main ranging in size from four inches to thirty inches in diameter, 2,400 valves, 2,700 fire hydrants, 21,300 individual water services and repairing an average of 225 water main breaks or leaks each year.

Sewer Unit – This unit is responsible for the operation and maintenance of 193 miles of sanitary and combined sewer mains, 149 miles of storm sewer, 22 detention basins, 4,700 catch basins and 6,100 manholes. Sewer flushing and root cutting operations are performed on approximately 325,000 lineal feet of sewers each year and 2,900 catch basins are cleaned annually.

Water Meter Unit – This unit is responsible for the repair and maintenance of all residential and commercial water meters. This unit also oversees Village-wide contracts for backflow preventer testing and larger commercial meter testing and repair.

Engineering Division:

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

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

Engineering is made up of the following operational units:

Public Development Construction Inspection and Systems Design: This unit is responsible for the preparation of plans, construction inspection and layout for all publicly funded municipal system projects, including flood control and road improvements; planning and administering the Village's infrastructure improvement program, including inventory, evaluation and construction; reviewing and approving all plans prepared by consulting engineers engaged by the Village in these activities; and performing all engineering services for the Board of Local Improvements.

Private Development Construction Inspection and Systems Design: This unit is responsible for reviewing and approving all plans prepared by developers for privately funded municipal system projects and sites to be developed; inspecting the construction of these projects and sites; making bond release inspections; and responding to citizen inquiries on developments.

Traffic Engineering: This unit is responsible for the compilation of traffic data for proposed traffic controls; investigating and evaluating requests and needs for traffic safety measures and traffic control devices; reviewing the traffic impact of new development; coordinating the installation of street lighting systems; coordinating school traffic sign installation and updates; preparing plans for traffic signal modifications and street lighting systems; coordinating the Village's involvement with proposals for improvements by the Illinois Department of Transportation and Cook County Highway Department; and performing long and short range transportation planning.

2019 Accomplishments

1. Water Main Replacement Program

Strategic Priority #7 Continue Infrastructure Improvement Efforts

In January of 2019, the Village instituted the last 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.

2. Cured-In-Place (CIP) Lining

Strategic Priority #7 Continue Infrastructure Improvement Efforts

Sanitary sewer rehabilitation progresses at a steady pace through a process called Cured-In-Place (CIP) Lining. This sustainable process is an ideal procedure that enables the Utilities Division to rehabilitate the existing sewer line, without the cost of excavation or road restoration, and the environmental impact of hauling all of the excavated material away from and to the site.

3. Further Develop Cityworks Application

Strategic Priority #4 Increase Efficiencies in Service Provisions

The Public Works Department 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 with those maintenance activities.

4. Updated Village Code Provisions for Teardowns

Strategic Priority #7 Continue Infrastructure Improvement Efforts

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.

5. Initiated New Pavement Management System

Strategic Priority #7 Continue Infrastructure Improvement Efforts

Staff chose a new software program for our pavement management system and had all Village streets surveyed to establish up-to-date pavement condition indices for the entire road network.

2020 Strategic Priorities & Key Projects

1. Water Main Replacement Program

Strategic Priority: #7 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 Leader: Superintendent of Utilities

Project Completion: August 2020

2. Cured-In-Place (CIP) Lining

Strategic Priority: #7 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 Leader: Jeff Musinski, Superintendent of Utilities, with assistance of Public Works Staff

Project Completion: September 2020

3. Manhole Rehabilitation

Strategic Priority: #7 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 Leader: Jeff Musinski, Superintendent of Utilities, with assistance of Public Works Staff

Project Completion: November 2020

PUBLIC WORKS

(Continued)

4. Street Light LED Upgrades

Strategic Priority: #6 Explore New Sustainability Initiatives

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

Project Leader: Scott Bellanger, Traffic Foreman

Project Completion: Ongoing through end of 2026

5. Further Develop Cityworks Application

Strategic Priority: #4 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

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

Project Completion: Ongoing

6. Kensington Road Resurfacing and Multi-Use Path Improvements

Staff Generated Project

This project is on the Northwest Council of Mayors Technical Committee's MYB (un-programmed) list. Staff is positioning this project to be "shovel ready" in case one or more of the programmed projects in FY2020 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 re-budget for this project in 2021.

Project Lead: Nanci Julius, Senior Engineer

Project Completion: Scheduled to be completed in December 2019

7. Public Works/Engineering Department Merger

Strategic Priority: #4 Increase Efficiencies in Service Provisions

Project Lead: Scott Shirley, Director of Public Works, Cris Papierniak, Assistant Director of Public Works, Mike Pagones, Village Engineer

Project Completion: Ongoing

8. Paver Brick Maintenance

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

Project Lead: Cris Papierniak, Assistant Director of Public Works, Nanci Julius, Senior Engineer

Project Completion: Ongoing

9. Roof Maintenance

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

Project Lead: Cris Papierniak, Assistant Director of Public Works, and Dave Van Ryn, Building Maintenance Foreman

Project Completion: Ongoing

PUBLIC WORKS

(Continued)

Performance Measures

	2016	2017	2018
1. Traffic Unit:			
Traffic Signal Repairs	271	132	102
Street Light Repairs	1,088	1,138	1,066
Building Circuit Repairs	608	523	129
Sign Maintenance	2,352	2,581	1,986
Pavement Striping	4,669	4,630	3,041
Utility Locates	17,112	15,843	13,811
2. Street Unit:			
Snow Removal Cost	\$1,011,287	\$700,074	\$1,232,879
Snow Removal Curb Miles	51,044	26,836	60,762
Street Sweeping Curb Miles	10,260	10,116	9,336
Asphalt Repairs (tons)	204	186	220
In-House Paving Program (tons)	4,816	6,298	4,049
In-House Paving Program (lin. ft.)	29,077	33,226	38,934
3. Forestry Unit:			
Parkway Trees Trimmed	7,399	9,567	8,843
Parkway Trees Removed	196	753	702
Parkway Restorations	2,221	831	1,076
EAB Reimbursements	17	0	0
EAB Inspections	32	8	13
EAB Trees Removed	509	280	61
4. Building Maintenance Unit:			
Work Orders Completed	688	793	893
5. Administration:			
Service Requests Received	3,241	3,699	4,413
Invoices Processed	7,176	6,601	5,863
Incoming Phone Calls – Front Office Only	11,001	9,781	11,470

PUBLIC WORKS

(Continued)

Performance Measures (cont.)

	2016	2017	2018
6. Private Development			
Number of Inspections:			
Pre-pour	560	739	614
Final	679	791	716
All Other	<u>395</u>	<u>586</u>	<u>624</u>
Total	1,634	2,116	1,954
Number of Service Requests	183	217	345
Number of Plan Reviews	1,886	2,086	1,829
Number of Plan Commission Reviews	50	47	71
Number of ZBA Reviews	69	60	30
7. Public Development			
Miles of streets resurfaced	7.08	5.76	6
Miles of streets reconstructed	2.78	2.90	2
Miles of streets rehabilitated	0.25	0.00	1
Linear feet of sidewalks replaced	75,960	32,128	40,555
Linear feet of curb and gutter replaced	58,925	48,308	67,449
8. Engineering			
Number of Traffic Inquiries:			
School	7	3	6
Stop Signs & Traffic Signals	13	21	34
Speed	7	7	4
Parking	13	13	14
Lighting	5	4	5
Sight Distance	9	8	20
Pedestrian Crossing	-	13	18
General	25	20	14
Traffic Counts	33	54	34

PUBLIC WORKS

(Continued)

Performance Measures (cont.)

PLAN COMMISSION REVIEW TURNAROUND TIME

Plan Commission Review Turnaround Time * (working days)	FY2016			FY2017			FY2018		
	# Plan Comm. Reviews	% of Total		# Plan Comm. Reviews	% of Total		# Plan Comm. Reviews	% of Total	
0-5 Days	38	76%	92%	31	66%	85%	36	51%	94%
6-10 days	8	16%		9	19%		31	44%	
11-15 days	4	8%	8%	7	15%	15%	4	6%	6%
Over 15 days	0	0%		0	0%		0	0%	
Total Number of Plan Commission Reviews	50	100%		47	100%		71	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)	FY2016		FY2017		FY2018	
	# Permits Completed	%	# Permits Completed	%	# Permits Completed	%
Same Day	405	36%	522	25%	604	33%
1 Day	670	27%	695	33%	530	29%
2 Days	314	14%	269	13%	238	13%
3 Days	129	7%	169	8%	128	7%
4 Days	89	3%	106	5%	73	4%
5 Days / +	279	13%	325	16%	256	14%
Total Number of Permit Reviews	1,886	100%	2,086	100%	1,829	100%

Approved: 20 MWRD Permit Applications
 11 MWRD Final Inspections
 3 IEPA Water Permit
 4 IEPA Sanitary Permits

OPERATION SUMMARY

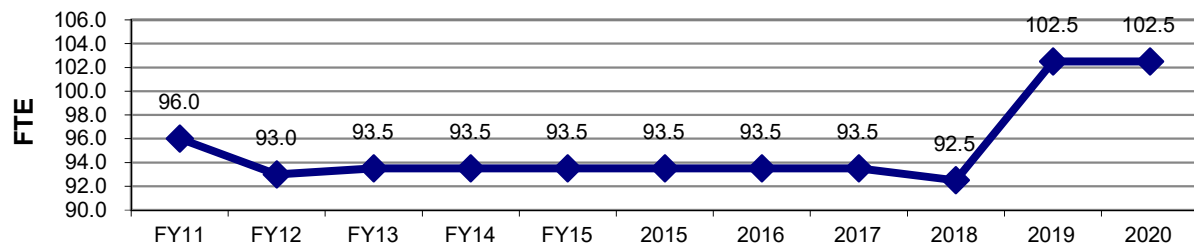
PUBLIC WORKS (Including Water Utilities & Fleet Services)

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	41.25	41.25	51.25	51.25	51.25	0.00	0.0%
Emerald Ash Borer Fund	1.00	0.00	0.00	0.00	0.00	0.00	N/A
Water & Sewer Fund	40.75	40.75	40.75	40.75	40.75	0.00	0.0%
Fleet Operations Fund	10.50	10.50	10.50	10.50	10.50	0.00	0.0%
Total F-T-E	93.50	92.50	102.50	102.50	102.50	0.00	0.0%
Expenditures							
Personal Services	\$14,290,418	\$14,838,487	\$15,085,500	\$15,579,800	\$16,355,400	\$775,600	5.0%
Contractual Services	10,681,203	11,336,448	12,070,600	12,070,002	12,100,600	30,598	0.3%
Commodities	2,115,356	2,225,159	2,714,800	2,729,257	2,671,800	(57,457)	(2.1%)
Other Charges	1,670,773	1,796,620	1,786,600	1,786,600	1,833,400	46,800	2.6%
Capital Items	17,274,054	14,045,992	32,835,681	33,013,991	25,708,000	(7,305,991)	(22.1%)
Total Expenditures	\$46,031,804	\$44,242,706	\$64,493,181	\$65,179,650	\$58,669,200	(\$6,510,450)	(10.0%)

CROSS REFERENCE TO FUNDS

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
General Fund	\$13,277,412	\$14,067,631	\$14,820,800	\$15,100,379	\$15,262,300	\$161,921	1.1%
MFT Fund	1,535,367	1,978,399	1,910,400	1,910,400	2,512,100	601,700	31.5%
Municipal Park Opr Fund	831,479	200,998	897,800	897,764	300,400	(597,364)	(66.5%)
Capital Projects Fund	6,897,298	6,509,288	10,363,700	10,380,839	7,867,800	(2,513,039)	(24.2%)
Storm Water Control Fund	1,624,924	1,442,059	9,234,081	9,234,081	6,635,000	(2,599,081)	(28.1%)
Public Buildings Fund	14,992	0	0	0	60,000	60,000	N/A
Emerald Ash Borer Fund	633,000	0	0	0	0	0	N/A
Water & Sewer Fund	17,019,070	16,525,037	21,137,900	21,458,894	21,946,900	488,006	2.3%
SWANCC Fund	0	0	0	0	1,300	1,300	N/A
A & E Fund	125,839	137,266	145,100	149,200	139,600	(9,600)	(6.4%)
Fleet Operations Fund	4,072,423	3,382,028	5,983,400	6,048,093	3,943,800	(2,104,293)	(34.8%)
Total Expenditures	\$46,031,804	\$44,242,706	\$64,493,181	\$65,179,650	\$58,669,200	(\$6,510,450)	(10.0%)

STAFFING HISTORY



PUBLIC WORKS

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-7101-531.10-01	Salaries	4,475,508	4,645,394	4,785,200	4,922,400	5,036,200	113,800	2.3%
101-7101-531.18-01	Temporary Help	79,703	90,614	129,600	129,600	132,800	3,200	2.5%
101-7101-531.18-05	Overtime Civilian	412,339	646,297	628,300	628,300	648,200	19,900	3.2%
101-7101-531.18-80	Special Detail	7,220	0	7,700	7,700	7,900	200	2.6%
	Salaries	4,974,770	5,382,305	5,550,800	5,688,000	5,825,100	137,100	2.4%
101-7101-531.19-01	Workers Compensation	445,500	449,900	458,900	458,900	468,100	9,200	2.0%
101-7101-531.19-05	Medical Insurance	855,000	862,400	1,028,100	1,028,100	1,002,600	(25,500)	(2.5%)
101-7101-531.19-10	IMRF	611,483	662,537	470,600	545,800	730,300	184,500	33.8%
101-7101-531.19-11	Social Security	298,301	316,172	286,900	339,500	360,700	21,200	6.2%
101-7101-531.19-12	Medicare	70,555	74,656	68,200	82,800	85,700	2,900	3.5%
101-5001-524.19-23		4,800	2,100	0	0	0	0	N/A
	Fringe Benefits	2,285,639	2,367,765	2,312,700	2,455,100	2,647,400	192,300	7.8%
101-7101-531.20-05	Professional Services	260,927	171,560	286,400	286,350	266,800	(19,550)	(6.8%)
101-7101-531.20-40	General Insurance	146,200	147,700	149,200	149,200	150,700	1,500	1.0%
101-7101-531.21-01	Traffic Signal Maintenance	2,476	17,909	15,000	15,000	15,000	0	0.0%
101-7101-531.21-02	Equipment Maintenance	271,709	294,546	348,100	348,100	333,100	(15,000)	(4.3%)
101-7101-531.21-11	Building Maintenance	259,108	266,009	408,500	408,500	358,500	(50,000)	(12.2%)
101-7101-531.21-15	Street and Sidewalk Maint	667,520	751,391	663,000	663,000	663,000	0	0.0%
101-7101-531.21-36	Equipment Rental	221,807	225,449	234,500	234,454	223,000	(11,454)	(4.9%)
101-7101-531.21-50	Utility Services	440,494	482,383	440,500	440,500	436,000	(4,500)	(1.0%)
101-7101-531.21-55	Forestry & Ground Services	655,823	840,260	808,300	808,318	806,600	(1,718)	(0.2%)
101-7101-531.21-62	Disposal Services	69,065	22,571	26,200	26,200	26,200	0	0.0%
101-7101-531.21-65	Other Services	35,492	61,378	64,900	64,900	82,400	17,500	27.0%
101-7101-531.22-02	Dues	10,317	10,469	10,400	10,400	10,400	0	0.0%
101-7101-531.22-03	Training	20,601	22,316	32,300	32,300	44,000	11,700	36.2%
101-7101-531.22-05	Postage	2,352	2,906	2,800	2,800	2,800	0	0.0%
101-7101-531.22-10	Printing	3,367	2,212	3,700	3,700	3,700	0	0.0%
101-7101-531.22-15	Photocopying	6,232	6,577	7,800	7,800	7,800	0	0.0%
101-7101-531.22-25	IT/GIS Service Charge	268,700	261,200	270,800	270,800	297,800	27,000	10.0%
101-7101-531.22-37	Vehicle/Equip Lease Charge	1,320,600	1,272,000	1,452,700	1,452,700	1,357,700	(95,000)	(6.5%)
101-7101-531.22-70	Telephone Services	246,046	263,289	219,000	219,000	222,200	3,200	1.5%
	Contractual Services	4,908,836	5,122,125	5,444,100	5,444,022	5,307,700	(136,322)	(2.5%)
101-7101-531.30-01	Publications Periodicals	858	1,600	1,400	1,400	1,400	0	0.0%
101-7101-531.30-05	Office Supplies & Equip	6,882	6,031	7,700	7,700	13,700	6,000	77.9%
101-7101-531.30-20	Photographic Supplies	1,198	3,669	3,500	3,500	0	(3,500)	(100.0%)
101-7101-531.30-35	Clothing	37,852	25,056	34,500	34,500	34,500	0	0.0%
101-7101-531.30-39	Fuel Inventory	13,123	0	0	0	0	0	N/A
101-7101-531.30-50	Petroleum Products	90,225	125,112	112,800	112,800	127,100	14,300	12.7%
101-7101-531.31-40	Agricultural Supplies	36,187	33,741	32,700	32,700	32,700	0	0.0%
101-7101-531.31-45	Janitorial Supplies	38,120	34,689	48,000	48,000	45,000	(3,000)	(6.3%)
101-7101-531.31-55	Building Supplies	83,922	46,707	79,300	79,325	74,000	(5,325)	(6.7%)
101-7101-531.31-65	Other Equip & Supplies	62,845	81,951	60,000	60,000	103,500	43,500	72.5%
101-7101-531.31-70	Traffic Signal Supplies	22,904	20,023	21,000	21,000	21,000	0	0.0%
101-7101-531.31-75	Street Light Supplies	65,820	50,445	113,600	113,632	76,500	(37,132)	(32.7%)
101-7101-531.31-80	Street Sign Supplies	43,607	34,802	30,000	30,000	30,000	0	0.0%
101-7101-531.31-85	Small Tools and Equipment	8,940	12,259	21,200	21,200	21,200	0	0.0%
101-7101-531.31-90	Street and Sidewalk Supplies	555,006	679,097	901,500	901,500	901,500	0	0.0%
101-7101-531.33-05	Other Supplies	40,678	40,254	46,000	46,000	0	(46,000)	(100.0%)
	Commodities	1,108,167	1,195,436	1,513,200	1,513,257	1,482,100	(31,157)	(2.1%)
	Total Public Works	13,277,412	14,067,631	14,820,800	15,100,379	15,262,300	161,921	1.1%

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
Public Works Director	12	1.00	1.00	
Asst Director of Public Works	10	1.00	1.00	
Village Engineer	10	1.00	1.00	
Senior Civil Engineer	8	1.00	1.00	
Foreman II	7	2.00	2.00	
Forester	7	1.00	1.00	
Crew Chief Electrical	7	1.00	1.00	
Civil Engineer II	7	3.00	2.00	(1.00)
Crew Chief	6	4.00	4.00	
Management Analyst II	6	1.00	1.00	
Maintenance Mechanic II	6	2.00	2.00	
Foreman I	6	1.00	1.00	
Electrician II	6	2.00	3.00	1.00
Engineering Inspector	6	1.00	1.00	
Traffic Engineer	6	1.00	1.00	
Civil Engineer I	5	0.00	1.00	1.00
Engineering Data Coordinator	5	1.00	1.00	
Maintenance Worker II	4	15.00	18.00	3.00
Electrician I	3	1.00	0.00	(1.00)
Engineering Technician	3	1.00	1.00	
Maintenance Worker I	2	5.00	2.00	(3.00)
Administrative Assistant	2	1.00	1.00	
Custodian	1	4.00	4.00	
Account Clerk	1	0.25	0.25	
Total F-T-E		51.25	51.25	0.00

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

Code	Fund	Authorized Positions in F-T-E		
		2019	2020	+ (-)
101	General Fund	51.25	51.25	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
Total F-T-E All Funds		102.50	102.50	0.00

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
101-7101-531.10-01	Salaries	Salaries	4,922,400	5,036,200
101-7101-531.18-01	Temporary Help	Temporary Help	129,600	132,800
101-7101-531.18-05	Overtime Civilian	Overtime Civilian	628,300	648,200
101-7101-531.18-80	Special Detail	Special Detail	7,700	7,900
	TOTAL SALARIES		5,688,000	5,825,100
FRINGE BENEFITS:				
101-7101-531.19-01	Workers' Compensation	Workers' Compensation Insurance	458,900	468,100
101-7101-531.19-05	Medical Insurance	Medical Insurance	1,028,100	1,002,600
101-7101-531.19-10	IMRF	IMRF	545,800	730,300
101-7101-531.19-11	Social Security	Social Security	339,500	360,700
101-7101-531.19-12	Medicare	Medicare	82,800	85,700
	TOTAL FRINGE BENEFITS		2,455,100	2,647,400
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 Traffic Data Analysis Plan Review Services Prior Year Encumbrance carryover	37,500 300 26,500 1,400 155,800 1,200 0 40,000 23,650	37,500 0 35,000 800 155,800 0 2,700 35,000 0
			286,350	266,800
101-7101-531.20-40	General Insurance	Liability and property insurance	149,200	150,700
101-7101-531.21-01	Traffic Signal Maintenance	Repairs to controllers and opticom	15,000	15,000
101-7101-531.21-02	Equipment Maintenance	Maintenance of: office, electrical, shop and radio equipment; generators and fire extinguishers Preventative maintenance, inspections, repairs, and certifications of HVAC systems Preventative maintenance, inspections, repairs, and certifications of elevators Emergency siren upgrade (traffic) Preventative maintenance, inspections, repair and certifications of life safety equip Water feature and irrigation system maint. Office and computer equipment Traffic counters & survey levels Color printer Prior Year Encumbrance Carryover	15,400 236,800 22,000 15,000 20,500 22,000 300 400 700 15,000	16,400 236,800 22,000 15,000 20,500 22,000 0 400 0 0
			348,100	333,100

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-7101-531.21-11	Building Maintenance	Custodial services for all municipal buildings, historical, police, fire, senior center and train station	247,500		236,000	
		Misc. cleaning services for mats, windows, blinds and carpets	27,500		27,500	
		Repairs to roofs, doors, windows, plumbing, generators, and painting	110,000		48,500	
		Pest control	9,000		9,000	
		Police firing range cleaning and lead compliance testing	5,000		28,000	
		Prior Year Encumbrance Carryover	9,500	408,500	9,500	358,500
101-7101-531.21-15	Street/ Sidewalk Maint.	Asphalt	265,000		265,000	
		Asphalt Spray Patching	90,000		90,000	
		Concrete	185,000		185,000	
		Pavement striping	100,000		75,000	
		Paver Brick Repair	0		25,000	
		Concrete Sidewalk Cutting	15,000		23,000	
		Sidewalk/ Curb Reimbursements	8,000	663,000	0	663,000
101-7101-531.21-36	Equipment Rental	Small tool and equipment rental	10,000		10,000	
		In-house paving program:				
		Asphalt grinder rental	28,000		28,000	
		Asphalt trucking	165,000		165,000	
		Material hauling	20,000		20,000	
		Prior Year Encumbrance Carryover	11,454	234,454	0	223,000
101-7101-531.21-50	Utility Services	Rental of Com. Ed. Co. street lights	115,000		114,000	
		Electrical energy for Village owned street lights and traffic signals	132,100		131,000	
		Electric excess facilities & charges for usage of natural gas in excess of franchise agreement	193,400	440,500	191,000	436,000
101-7101-531.21-55	Forestry & Ground Srvs	Forestry Services / Tree Maintenance:				
		Tree trimming	250,000		250,000	
		Tree and stump removals	105,000		125,000	
		New planting	175,000		175,000	
		Landscape Maintenance:				
		High Profile Site Maintenance	66,000		69,300	
		Secondary Site Maintenance	27,000		31,100	
		Grass Cutting	90,000		94,500	
		Weed Control	28,000		29,400	
		Gateway Sign Maintenance	2,000		2,000	
		Parkway Restoration	5,000		5,300	
		Wetland Maintenance	10,000		0	
		Corridor Landscape Maintenance	25,000		25,000	
		Prior Year Encumbrance Carryover	25,318	808,318	0	806,600
101-7101-531.21-62	Disposal Services	Landfill charges (non-tree) and misc.	21,200		21,200	
		Leaf composting/wood chips	5,000	26,200	5,000	26,200

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-7101-531.21-65	Other Services	Special service, service calls, moving projects & material testing	18,000		22,600	
		Service Request Software	6,200		6,300	
		Work Management Software	27,600		27,600	
		SDS Database	500		500	
		JULIE charge	6,600		6,600	
		Digitizing of records	1,000		1,000	
		Laboratory & blueprint services	1,200		0	
		Technical computer software	3,800		3,800	
		Executime licensing	0	64,900	14,000	82,400
101-7101-531.22-02	Dues	Dues		10,400		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		0	
		Misc. seminars	200		0	
		NIPSTA Training Courses & Misc	0		1,800	
		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		2,400	
		In-service management training	200		400	
		Miscellaneous meeting expenses	200		0	
		Tuition reimbursement	300		9,000	
		Safety training materials - Fed requirement	1,600		1,600	
		Municipal Buildings Unit:				
		A/C controls operation/maintenance	1,800		2,500	
		APWA Suburban Expo	300		300	
		Safety and training aids	100		100	
		Engineering:				
		APWA Internat'l Congress (2)	4,000		4,000	
		Short Courses APWA, University of				
		Wisconsin, ASCE, PCA, AWWA	6,600	32,300	6,600	44,000
101-7101-531.22-05	Postage	Mailings		2,800		2,800
101-7101-531.22-10	Printing	Printing of shop orders, time cards and miscellaneous forms		3,700		3,700

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
101-7101-531.22-15	Photocopying	Photocopies & supplies	2,000		2,000	
		Maintenance agreement Xerox WC5645	4,800		5,800	
		Maintenance agreement Xerox 5150	1,000	7,800	0	7,800
101-7101-531.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		270,800		297,800
101-7101-531.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		1,452,700		1,357,700
101-7101-531.22-70	Telephone Services	Cell phone charges and telephone charges for all service except for commissions	182,800		183,000	
		EOC phone lines	11,000		11,000	
		GPS-AVL data	12,000		15,000	
		Fire Stations Optic Connection Upgrade	13,200	219,000	13,200	222,200
TOTAL CONTRACTUAL SERVICES			5,444,022		5,307,700	
COMMODITIES:						
101-7101-531.30-01	Publications/Periodicals	Miscellaneous publications		1,400		1,400
101-7101-531.30-05	Office Supplies & Equip	General office supplies	7,700		7,700	
		Drafting supplies	0		2,500	
		Misc. supplies for plan preparation	0	7,700	3,500	13,700
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.		3,500		0
101-7101-531.30-35	Clothing	Uniform rental and cleaning	6,500		6,500	
		Boots and miscellaneous clothing	13,000		13,000	
		Personal protective equipment	15,000	34,500	15,000	34,500
101-7101-531.30-50	Petroleum Products	Gasoline for department vehicles		112,800		127,100
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		5,000	
		Fertilizers & weed killers	6,500		4,000	
		Compost	2,500		2,500	
		Plants & materials	14,000	32,700	17,500	32,700
101-7101-531.31-45	Janitorial Supplies	Custodial supplies not furnished by contract maintenance service, including paper products, soap, etc.		48,000		45,000
101-7101-531.31-55	Building Supplies	Electrical, plumbing & hardware supplies, lumber & paint for maintenance & repairs of Municipal Building	74,000		74,000	
		Prior Year Encumbrance Carryover	5,325	79,325	0	74,000
101-7101-531.31-65	Other Equip. & Supplies	Saw blades, batteries, hose and misc. parts & supplies for small equipment	60,000		60,000	
		Marking Paint	0		2,500	
		Holiday lighting & decorations	0		38,000	
		Traffic Counter Supplies	0		1,000	
		Flags	0	60,000	2,000	103,500

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019		Budget 2020	
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	37,132	113,632	0	76,500
101-7101-531.31-80	Street Sign Supplies	Blank signs, reflective sheeting, letters, numbers, adhesives, & misc.	20,000		20,000	
		Materials for thermoplastic marking	4,300		4,300	
		Damage replacement (reimbursable)	2,700		2,700	
		Bike Route Posts/ Signs	3,000	30,000	3,000	30,000
101-7101-531.31-85	Small Tools & Equipment	Misc. expendable hand tools & equipment	21,200		21,200	
101-7101-531.31-90	Street & Sidewalk Supply	Patching materials, gravel and sand	26,900		26,900	
		Asphalt for In-house paving program.	317,000		317,000	
		Concrete	20,000		20,000	
		Rock salt	425,000		425,000	
		Liquid calcium chloride	99,000		99,000	
		Ice melt	10,000		10,000	
		Forming materials and lumber	3,600	901,500	3,600	901,500
101-7101-531.33-05	Other Supplies & Equip	Drafting supplies, marking paint, fire extinguishers, first aid supplies, screening materials and miscellaneous	5,000		0	
		Holiday lighting & decorations	38,000		0	
		Flags	2,000		0	
		Supplies for traffic counters, computer equipment, marking paint, etc.	1,000	46,000	0	0
TOTAL COMMODITIES			1,513,257		1,482,100	
TOTAL PUBLIC WORKS			15,100,379		15,262,300	

NON-OPERATING

NON-OPERATING

GENERAL FUND

EXPENDITURES

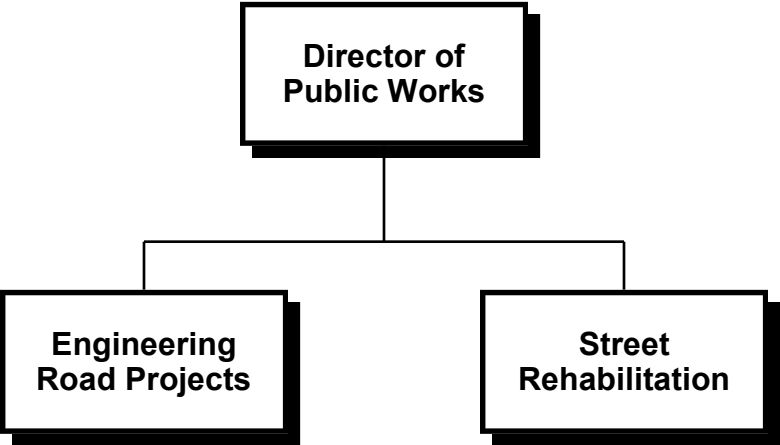
Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
101-9901-591.40-89	Sales Tax Abatement	571,410	542,864	450,000	450,000	450,000	0	0.0%
101-9901-591.40-96	Operating Contingency	0	0	219,500	219,500	200,000	(19,500)	(8.9%)
	Other Charges	571,410	542,864	669,500	669,500	650,000	(19,500)	(2.9%)
101-9901-591.90-05	Operating Transfer Out	2,000,000	495,012	452,700	452,700	0	(452,700)	(100.0%)
	Non-Operating	2,000,000	495,012	452,700	452,700	0	(452,700)	(100.0%)
	Total Non-Operating	2,571,410	1,037,876	1,122,200	1,122,200	650,000	(472,200)	(42.1%)
	Total General Fund	71,957,645	75,869,463	76,363,300	76,834,646	78,436,500	(71,787,540)	2.1%

NON-OPERATING

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2019	Budget 2020
101-9901-591.40-89	Sales Tax Abatements	Sales tax abatement - Lowes/Rohrman/Napleton/Lexus	450,000	450,000
101-9901-591.40-96	Operating Contingency	Operating Contingency	219,500	200,000
		TOTAL OTHER CHARGES	669,500	650,000
NON-OPERATING:				
101-9901-591.90-05	Operating Transfer Out	Operating Transfer Out		
		To A&E Fund	20,000	
		To Affordable Housing Fund	188,900	
		To Zero Interest Loan Fund	243,800	452,700
		TOTAL NON-OPERATING	452,700	0
		TOTAL NON-OPERATING EXPENDITURES	1,122,200	650,000
		TOTAL GENERAL FUND	76,834,646	78,436,500



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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$1,915,570	\$1,922,259	\$1,900,000	\$1,900,000	\$2,500,000	\$600,000	31.6%
Interest Income	2,830	10,973	12,000	4,000	4,000	0	0.0%
Total Revenues	\$1,918,400	\$1,933,232	\$1,912,000	\$1,904,000	\$2,504,000	\$600,000	31.5%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,918,400	\$1,933,232	\$1,912,000	\$1,904,000	\$2,504,000	\$600,000	31.5%
Expenditures							
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Capital Items	1,535,367	1,978,399	1,910,400	1,910,400	2,512,100	601,700	31.5%
Total Expenditures	\$1,535,367	\$1,978,399	\$1,910,400	\$1,910,400	\$2,512,100	\$601,700	31.5%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,535,367	\$1,978,399	\$1,910,400	\$1,910,400	\$2,512,100	\$601,700	31.5%
Revenues over (under) Expenditures	\$383,033	(\$45,167)	\$1,600	(\$6,400)	(\$8,100)	(\$1,700)	26.6%
BEGINNING FUND BALANCE	1,962,878	2,345,911	2,300,744	2,300,744	2,302,344	1,600	0.1%
ENDING FUND BALANCE	\$2,345,911	\$2,300,744	\$2,302,344	\$2,294,344	\$2,294,244	(\$100)	(0.0%)

MOTOR FUEL TAX FUND (211)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES										
MOTOR FUEL TAX ALLOTMENT		1,915,570	1,922,259	1,900,000	1,900,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
INTEREST INCOME		2,830	10,973	12,000	4,000	4,000	4,000	4,000	4,000	4,000
TOTAL REVENUES		1,918,400	1,933,232	1,912,000	1,904,000	2,504,000	2,504,000	2,504,000	2,504,000	2,504,000
EXPENDITURES										
SIGNALS										
Traffic Signal Maintenance	SG-03-02	89,122	102,921	110,400	110,400	112,100	114,500	116,800	119,100	119,100
SUBTOTAL - SIGNALS		89,122	102,921	110,400	110,400	112,100	114,500	116,800	119,100	119,100
STREETS										
Street Rehabilitation Program	ST-90-09	1,446,245	1,836,271	1,800,000	1,800,000	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000
Nichols Road Reconstruction	ST-15-05	0	39,207	0	0	0	0	0	0	0
SUBTOTAL - STREETS		1,446,245	1,875,478	1,800,000	1,800,000	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000
TOTAL EXPENDITURES		1,535,367	1,978,399	1,910,400	1,910,400	2,512,100	2,514,500	2,516,800	2,519,100	2,519,100
BEGINNING FUND BALANCE		1,962,878	2,345,911	2,300,744	2,300,744	2,302,344	2,294,244	2,283,744	2,270,944	2,255,844
REVENUES OVER (UNDER) EXPENDITURES		383,033	(45,167)	1,600	(6,400)	(8,100)	(10,500)	(12,800)	(15,100)	(15,100)
ENDING FUND BALANCE		2,345,911	2,300,744	2,302,344	2,294,344	2,294,244	2,283,744	2,270,944	2,255,844	2,240,744

PROJECTS WITH SECOND FUND SOURCE

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

MOTOR FUEL TAX FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
211-0000-403.20-00	Motor Fuel Tax Allotment	1,915,570	1,922,259	1,900,000	1,900,000	2,500,000	600,000	31.6%
	Intergovernmental Taxes	1,915,570	1,922,259	1,900,000	1,900,000	2,500,000	600,000	31.6%
211-0000-461.02-00	Interest on Investments	2,830	10,973	12,000	4,000	4,000	0	0.0%
	Interest Income	2,830	10,973	12,000	4,000	4,000	0	0.0%
	Total MFT Fund	1,918,400	1,933,232	1,912,000	1,904,000	2,504,000	600,000	31.5%

EXPENDITURES

Public Works

7101

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
211-7101-571.50-40	MFT Programs	1,535,367	1,978,399	1,910,400	1,910,400	2,512,100	601,700	31.5%
	Capital Outlay	1,535,367	1,978,399	1,910,400	1,910,400	2,512,100	601,700	31.5%
	Total Public Works	1,535,367	1,978,399	1,910,400	1,910,400	2,512,100	601,700	31.5%
	Total MFT Fund	1,535,367	1,978,399	1,910,400	1,910,400	2,512,100	601,700	31.5%

MOTOR FUEL TAX FUND

EXPENDITURE DETAIL

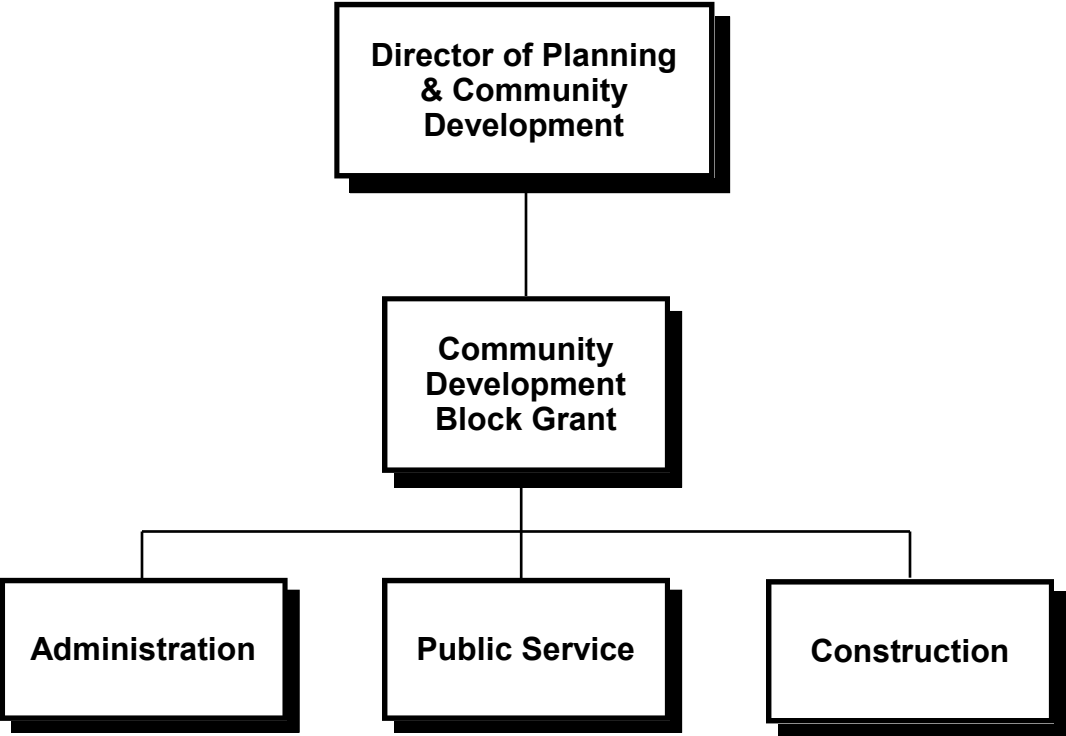
PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2019	Budget 2020
CAPITAL OUTLAY:				
211-7101-571.50-40	MFT Programs	Contract maintenance of traffic signal controllers on IDOT and CCHD roadways (SG0302)	110,400	112,100
		Street Rehabilitation Program (ST9009)	1,800,000	2,400,000
		TOTAL CAPITAL OUTLAY	<u>1,910,400</u>	<u>2,512,100</u>
		TOTAL PUBLIC WORKS	<u>1,910,400</u>	<u>2,512,100</u>
		TOTAL MOTOR FUEL TAX FUND	<u>1,910,400</u>	<u>2,512,100</u>

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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$200,106	\$236,769	\$401,200	\$427,334	\$408,800	(\$18,534)	(4.3%)
Other	22,160	76,926	0	50,000	50,000	0	0.0%
Total Revenues	\$222,266	\$313,695	\$401,200	\$477,334	\$458,800	(\$18,534)	(3.9%)
Interfund Transfers In	0	0	0	0	42,800	42,800	N/A
Total Revenues and Interfund Transfers In	\$222,266	\$313,695	\$401,200	\$477,334	\$501,600	\$24,266	5.1%
Expenditures							
Personal Services	\$57,000	\$59,900	\$68,000	\$68,000	\$60,500	(\$7,500)	(11.0%)
Other Charges	165,266	253,795	333,200	409,334	441,100	31,766	7.8%
Total Expenditures	\$222,266	\$313,695	\$401,200	\$477,334	\$501,600	\$24,266	5.1%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$222,266	\$313,695	\$401,200	\$477,334	\$501,600	\$24,266	5.1%
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 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
215-0000-411.40-00	CDBG Allotment - Current YR	200,106	236,769	401,200	281,234	408,800	127,566	45.4%
215-0000-411.45-00	CDBG Allotment - Prior YR	0	0	0	146,100	0	(146,100)	(100.0%)
	Intergovernmental Revenue	200,106	236,769	401,200	427,334	408,800	(18,534)	(4.3%)
215-0000-484.92-00	Project Income	22,160	76,926	0	50,000	50,000	0	0.0%
	Special Operations	22,160	76,926	0	50,000	50,000	0	0.0%
215-0000-491.05-00	Operating Transfer In	0	0	0	0	42,800	42,800	N/A
	Other Financing Sources	0	0	0	0	42,800	42,800	N/A
	Total CDBG Fund	222,266	313,695	401,200	477,334	501,600	24,266	5.1%

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
215-4001-522.10-01	Salaries	57,000	59,900	68,000	68,000	60,500	(7,500)	(11.0%)
	Salaries	57,000	59,900	68,000	68,000	60,500	(7,500)	(11.0%)
	Total Planning	57,000	59,900	68,000	68,000	60,500	(7,500)	(11.0%)

CDBG FUND

EXPENDITURES

CDBG Program

4101

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
215-4101-522.41-01	Single Family Rehab	36,636	2,077	0	78,500	50,000	(28,500)	(36.3%)
215-4101-522.41-02	CDBG Administration	3,045	3,478	2,500	2,500	2,500	0	0.0%
215-4101-522.41-03	Group/Trans Housing Rehab	70,485	31,194	68,000	68,000	76,900	8,900	13.1%
215-4101-522.41-04	Resources for Comm Living	5,000	5,000	5,000	5,000	5,000	0	0.0%
215-4101-522.41-16	CAP Program	9,500	5,250	6,900	6,900	9,100	2,200	31.9%
215-4101-522.41-17	Children Advocacy Center	2,500	2,500	2,500	2,500	2,500	0	0.0%
215-4101-522.41-44	Suburban Prim Health Care	0	7,923	6,000	7,300	4,300	(3,000)	(41.1%)
215-4101-522.41-48	Journeys The Road Home	4,500	0	4,500	4,500	4,500	0	0.0%
215-4101-522.41-52	WINGS Program	6,000	6,000	6,000	6,000	6,000	0	0.0%
215-4101-522.41-54	Dist 214 ESL Program	1,500	1,500	1,500	1,500	1,500	0	0.0%
215-4101-522.41-62	Escorted Transportation Services	3,500	3,500	3,500	3,500	3,500	0	0.0%
215-4101-522.41-68	Northwest CASA	2,500	2,500	2,500	2,500	2,500	0	0.0%
215-4101-522.41-70	Faith Community Homes	2,500	2,500	2,500	2,500	2,500	0	0.0%
215-4101-522.41-72	Housing Authority of Cook County	14,600	0	0	0	0	0	N/A
215-4101-522.41-73	Lifespan	3,000	3,000	3,000	3,000	3,000	0	0.0%
215-4101-522.41-74	Children's Adv. Cntr Reno	0	12,766	12,800	7,234	0	(7,234)	(100.0%)
215-4101-522.41-75	CDBG Public Facilities	0	14,607	53,000	103,900	60,500	(43,400)	(41.8%)
215-4101-522.41-76	CDBG Infrastructure	0	150,000	150,000	100,000	192,800	92,800	92.8%
215-4101-522.41-77	Alexian Bros. Apartment Reno.	0	0	3,000	4,000	14,000	10,000	250.0%
	Other Charges	165,266	253,795	333,200	409,334	441,100	31,766	7.8%
	Total CDBG Program	165,266	253,795	333,200	409,334	441,100	31,766	7.8%
	Total CDBG Fund	222,266	313,695	401,200	477,334	501,600	24,266	5.1%

PLANNING

CDBG Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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 2019	Budget 2020
SALARIES:				
215-4001-522.10-01	Salaries	Salaries	68,000	60,500
TOTAL SALARIES			68,000	60,500
TOTAL PLANNING			68,000	60,500

CDBG PROGRAM

4101

Account Number	Account Title	Description	Budget 2019	Budget 2020
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	78,500	50,000
215-4101-522.41-02	CDBG Admin/Audit	Audit, legal ads, misc. costs	2,500	2,500
215-4101-522.41-03	Group/Trans Housing Rehab	Group Residence/Transitional Housing Rehab Grant Program	68,000	76,900
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	6,900	9,100
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	7,300	4,300
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

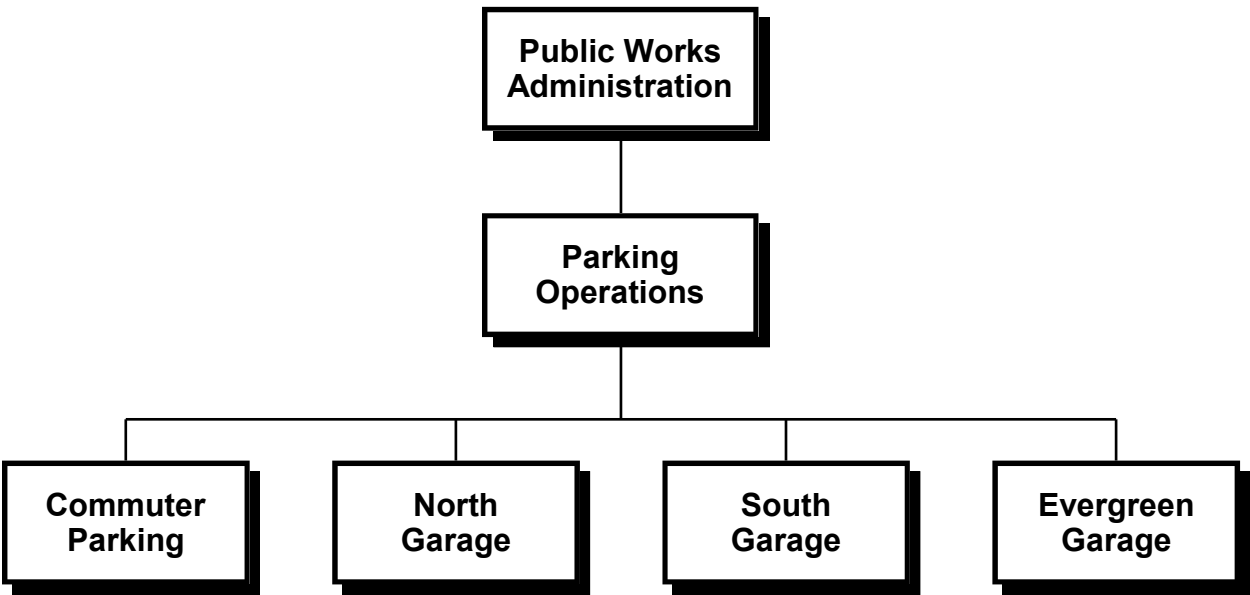
CDBG PROGRAM (cont.)

4101

Account Number	Account Title	Description	Budget 2019	Budget 2020
215-4101-522.41-74	Children's Adv. Cntr Reno	Prior Year Encumbrance Carryover	7,234	0
215-4101-522.41-75	CDBG Public Facilities	ADA Electric Doors and Security Cameras	103,900	60,500
215-4101-522.41-76	CDBG Infrastructure	ADA or Low/Mod Area Infrastructure	100,000	192,800
215-4101-522.41-77	Alexian Bros. Apartment Reno.		4,000	14,000
TOTAL OTHER CHARGES			409,334	441,100
TOTAL CDBG PROGRAM			409,334	441,100
TOTAL CDBG FUND			477,334	501,600

MUNICIPAL PARKING FUND

ORGANIZATION STRUCTURE



► Fund at a Glance

The Village has been very responsive in providing parking for commuters as well as Downtown merchants, their employees and shoppers. As a result, a major investment by this community was made in the construction of many commuter lots and parking garages providing available parking for the redevelopment of the Downtown. Major improvements resulting from the creation of TIF Districts I and II were the construction of the North Garage, the Vail Avenue Garage and the Evergreen Underground Garage below the Arlington Towne Square development. In 2007 a 317 space addition was completed in the Vail Avenue Garage.

After having a consultant analyze the condition of all four parking garages, a four-year program was developed to rehabilitate all four garages. Phase 1 included the rehabilitation of the entire Village Hall Municipal Garage, and the roofs of the North Garage and Vail Garage. Phase 2 was the rehabilitation of the remaining floors in the North Garage. Phase 3 will complete the Vail Garage. Phase 4 will address minor issues in the Evergreen Garage.

Commuters pay either monthly or daily user fees to pay for the costs associated with operation of these garages. Separate operations are maintained to show the results of operation of the North Garage, Vail Avenue Garage, Evergreen Underground Garage and the other commuter parking lots.

Restrictions:

VILLAGE POLICY – The Village finances parking operations by the user fee concept. Since October 1, 2017, the monthly commuter permit rate is \$40 for residents and the daily rate is \$2.00. Twenty-four hour parking permits range from \$40 to \$50 and have restrictions for their use based on agreement.

MUNICIPAL PARKING FUND

(Continued)

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Fees	\$1,121,745	\$1,310,526	\$1,166,000	\$1,204,000	\$1,181,500	(\$22,500)	(1.9%)
Fines	96,060	89,631	53,000	90,000	70,000	(20,000)	(22.2%)
Interest Income	32,856	63,764	37,300	42,000	42,000	0	0.0%
Other	120	312,982	100	0	0	0	N/A
Total Revenues	\$1,250,781	\$1,776,903	\$1,256,400	\$1,336,000	\$1,293,500	(\$42,500)	(3.2%)
Interfund Transfers In	0	474,999	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,250,781	\$2,251,902	\$1,256,400	\$1,336,000	\$1,293,500	(\$42,500)	(3.2%)
Expenditures							
Personal Services	\$494,312	\$511,016	\$541,700	\$540,100	\$575,000	\$34,900	6.5%
Contractual Services	302,875	383,032	401,100	401,070	367,200	(33,870)	(8.4%)
Commodities	18,237	106,326	98,800	95,843	95,900	57	0.1%
Other Charges	356,400	281,700	288,900	288,900	287,300	(1,600)	(0.6%)
Capital Items	785,979	144,098	833,700	833,664	263,000	(570,664)	(68.5%)
Total Expenditures	\$1,957,803	\$1,426,172	\$2,164,200	\$2,159,577	\$1,588,400	(\$571,177)	(26.4%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,957,803	\$1,426,172	\$2,164,200	\$2,159,577	\$1,588,400	(\$571,177)	(26.4%)
Revenues over (under) Expenditures	(\$707,022)	\$825,730	(\$907,800)	(\$823,577)	(\$294,900)	\$528,677	(64.2%)
BEGINNING FUND BALANCE	4,596,277	3,889,255	4,714,985	4,714,985	3,807,185	(907,800)	(19.3%)
ENDING FUND BALANCE	\$3,889,255	\$4,714,985	\$3,807,185	\$3,891,408	\$3,512,285	(\$379,123)	(9.7%)

MUNICIPAL PARKING OPERATIONS FUND (235)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES											
FEES & FINES			1,217,805	1,400,157	1,219,000	1,294,000	1,251,500	1,251,500	1,251,500	1,251,500	1,251,500
INTEREST INCOME			32,976	63,764	37,300	42,000	42,000	42,000	42,000	42,000	42,000
TRANSFER IN FROM SPEC ASSMNT 182			0	312,981	0	0	0	0	0	0	0
TRANSFER IN FROM GENERAL FUND			0	475,000	100	0	0	0	0	0	0
TOTAL REVENUES			1,250,781	2,251,902	1,256,400	1,336,000	1,293,500	1,293,500	1,293,500	1,293,500	1,293,500
EXPENDITURES											
OPERATING EXPENDITURES											
Personal Services			494,312	511,016	541,700	540,100	575,000	589,400	604,100	619,200	634,700
Contractual Services			302,875	383,032	401,100	401,070	367,200	374,500	382,000	389,600	397,400
Commodities			18,237	106,326	98,800	95,843	95,900	97,800	99,800	101,800	103,800
Other Charges			356,400	281,700	288,900	288,900	287,300	293,600	298,000	302,500	307,000
SUBTOTAL - OPERATING EXPENDITURES			1,171,824	1,282,074	1,330,500	1,325,913	1,325,400	1,355,300	1,383,900	1,413,100	1,442,900
BUILDING & LAND											
Ongoing Maintenance to Brick Exterior	(1)	BL-96-03	6,140	2,150	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Parking Structure Maintenance/Repairs		BL-00-06	770,446	141,948	92,100	92,064	200,000	0	75,000	1,150,500	0
LED Parking Garage Lighting Conversions		BL-19-03	0	0	48,000	48,000	48,000	48,000	48,000	48,000	48,000
Vail Garage Parking Guidance System		BL-19-05	0	0	491,000	491,000	0	0	0	0	0
Downtown Parking Signs		BL-19-06	0	0	165,300	165,300	0	0	0	0	0
Vail / North Garage Interior Signage		BL-19-07	0	0	22,300	22,300	0	0	0	0	0
SUBTOTAL - BLDG & LAND			776,586	144,098	823,700	823,664	253,000	53,000	128,000	1,203,500	53,000
EQUIPMENT											
Operational Equipment - Municipal Parking Fund		EQ-09-01	9,393	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000
SUBTOTAL - EQUIPMENT			9,393	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000
TOTAL EXPENDITURES			1,957,803	1,426,172	2,164,200	2,159,577	1,588,400	1,418,300	1,521,900	2,626,600	1,505,900
BEGINNING FUND BALANCE			4,596,277	3,889,255	4,714,985	4,714,985	3,807,185	3,512,285	3,387,485	3,159,085	1,825,985
REVENUES OVER (UNDER) EXPENDITURES			(707,022)	825,730	(907,800)	(823,577)	(294,900)	(124,800)	(228,400)	(1,333,100)	(212,400)
ENDING FUND BALANCE			3,889,255	4,714,985	3,807,185	3,891,408	3,512,285	3,387,485	3,159,085	1,825,985	1,613,585

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 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
235-0000-435.54-00	Parking Lot A Daily Fees	21,426	27,219	27,000	27,000	27,000	0	0.0%
235-0000-435.56-00	Parking Lot B Daily Fees	40	65	0	0	0	0	N/A
235-0000-435.60-00	Parking Lot E Daily Fees	8,777	11,187	12,000	11,000	11,000	0	0.0%
235-0000-435.64-01	Municipal Garage Daily Fees	11,692	20,778	12,600	18,000	18,000	0	0.0%
235-0000-435.64-02	Vail Street Gar Daily Fees	21,098	40,242	38,000	38,000	38,000	0	0.0%
235-0000-435.64-03	North Garage Daily Fees	69,380	84,700	77,000	80,000	80,000	0	0.0%
235-0000-435.65-02	Vail Street Gar Monthly Fees	456,485	455,031	400,000	390,000	400,000	10,000	2.6%
235-0000-435.65-03	North Garage Monthly Fees	344,845	443,174	390,000	410,000	390,000	(20,000)	(4.9%)
235-0000-435.66-00	Parking Lot P Daily Fees	42,934	53,350	50,500	50,000	50,000	0	0.0%
235-0000-435.68-00	Parking Lot S Daily Fees	63,849	78,196	75,000	77,000	77,000	0	0.0%
235-0000-435.70-00	Parking Lot T Daily Fees	5,494	5,350	800	6,000	1,000	(5,000)	(83.3%)
235-0000-435.72-00	Evergreen Garage "U Fees"	69,869	79,044	78,800	85,000	85,000	0	0.0%
235-0000-435.74-00	Parking Lot O Daily Fees	5,856	12,190	4,300	12,000	4,500	(7,500)	(62.5%)
	Parking Fees	1,121,745	1,310,526	1,166,000	1,204,000	1,181,500	(22,500)	(1.9%)
235-0000-441.15-00	Parking Fines	96,060	89,631	53,000	90,000	70,000	(20,000)	(22.2%)
	Fines	96,060	89,631	53,000	90,000	70,000	(20,000)	(22.2%)
235-0000-461.02-00	Interest on Investments	24,422	44,358	20,100	27,000	27,000	0	0.0%
235-0000-462.10-00	Market Value Adjustments	8,434	19,406	17,200	15,000	15,000	0	0.0%
	Interest Income	32,856	63,764	37,300	42,000	42,000	0	0.0%
235-0000-489.90-00	Other Income	120	312,982	100	0	0	0	N/A
	Other	120	312,982	100	0	0	0	N/A
235-0000-491.05-00	Operating Transfer In	0	474,999	0	0	0	0	N/A
	Other Financing Sources	0	474,999	0	0	0	0	N/A
	Total Municipal Parking Fund	1,250,781	2,251,902	1,256,400	1,336,000	1,293,500	(42,500)	(3.2%)

MUNICIPAL PARKING FUND

EXPENDITURES

Police

3001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
235-3001-532.10-01	Salaries	335,629	354,967	370,200	368,100	384,300	16,200	4.4%
235-3001-532.18-05	Overtime Civilian	0	(232)	5,800	5,800	5,900	100	1.7%
	Salaries	335,629	354,735	376,000	373,900	390,200	16,300	4.4%
235-3001-532.19-01	Workers Compensation	9,500	9,600	9,800	9,800	10,000	200	2.0%
235-3001-532.19-05	Medical Insurance	81,000	74,100	90,400	90,400	95,600	5,200	5.8%
235-3001-532.19-10	IMRF	42,619	45,918	37,100	37,400	49,300	11,900	31.8%
235-3001-532.19-11	Social Security	20,718	21,609	23,000	23,200	24,200	1,000	4.3%
235-3001-532.19-12	Medicare	4,846	5,054	5,400	5,400	5,700	300	5.6%
	Fringe Benefits	158,683	156,281	165,700	166,200	184,800	18,600	11.2%
235-3001-532.20-40	General Insurance	10,100	10,200	10,300	10,300	10,600	300	2.9%
235-3001-532.21-65	Other Services	450	0	0	0	0	0	N/A
235-3001-532.22-10	Printing	8,352	2,537	8,000	8,000	8,000	0	0.0%
235-3001-532.22-25	IT/GIS Service Charge	3,300	3,000	2,900	2,900	3,100	200	6.9%
235-3001-532.22-37	Vehicle/Equip Lease Chrg	10,300	7,500	8,200	8,200	9,500	1,300	15.9%
	Contractual Services	32,502	23,237	29,400	29,400	31,200	1,800	6.1%
235-3001-532.30-35	Clothing	940	1,497	2,500	2,543	2,500	(43)	(1.7%)
235-3001-532.30-50	Petroleum Products	2,220	2,720	3,200	3,200	2,900	(300)	(9.4%)
235-3001-532.33-05	Other Supplies	0	268	3,000	3,000	3,600	600	20.0%
	Commodities	3,160	4,485	8,700	8,743	9,000	257	2.9%
	Total Police Department	529,974	538,738	579,800	578,243	615,200	36,957	6.4%

Planning

4001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
235-4001-532.20-05	Professional Services	0	55,230	9,300	9,270	0	(9,270)	(100.0%)
	Contractual Services	0	55,230	9,300	9,270	0	(9,270)	(100.0%)
	Total Planning	0	55,230	9,300	9,270	0	(9,270)	(100.0%)

MUNICIPAL PARKING FUND

EXPENDITURES

Public Works

7101

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
235-7101-532.22-37	Vehicle/Equip Lease Chrg	45,500	56,900	64,100	64,100	37,400	(26,700)	(41.7%)
	Contractual Services	45,500	56,900	64,100	64,100	37,400	(26,700)	(41.7%)
235-7101-571.50-20	Building Improvements	6,140	2,150	5,000	5,000	5,000	0	0.0%
235-7101-571.50-25	Construction in Progress	770,446	141,948	818,700	818,664	248,000	(570,664)	(69.7%)
235-7101-572.50-15	Other Equipment	9,393	0	10,000	10,000	10,000	0	0.0%
	Capital Outlay	785,979	144,098	833,700	833,664	263,000	(570,664)	(68.5%)
	Total Public Works	831,479	200,998	897,800	897,764	300,400	(597,364)	(66.5%)

Parking Operations

7301

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
235-7301-532.21-11	Building Maintenance	5,669	5,756	9,400	9,400	9,000	(400)	(4.3%)
235-7301-532.21-40	Lease Expense	14,512	17,473	14,000	14,000	17,500	3,500	25.0%
235-7301-532.21-50	Utility Services	8,677	11,478	10,000	10,000	11,400	1,400	14.0%
235-7301-532.22-03	Training	0	0	600	600	1,500	900	150.0%
	Contractual Services	28,858	34,707	34,000	34,000	39,400	5,400	15.9%
235-7301-532.31-65	Other Equip & Supplies	1,267	0	1,400	1,400	2,900	1,500	107.1%
235-7301-532.31-90	Street and Sidewalk Sup	1,742	26,855	16,700	13,700	14,000	300	2.2%
235-7301-532.33-05	Other Supplies	95	359	1,800	1,800	0	(1,800)	(100.0%)
	Commodities	3,104	27,214	19,900	16,900	16,900	0	0.0%
235-7301-532.40-75	Administrative Serv Charge	90,400	71,500	73,300	73,300	72,900	(400)	(0.5%)
	Other Charges	90,400	71,500	73,300	73,300	72,900	(400)	(0.5%)
	Total Parking Operations	122,362	133,421	127,200	124,200	129,200	5,000	4.0%

MUNICIPAL PARKING FUND

EXPENDITURES

Vail Avenue Garage Operation

7302

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
235-7302-532.21-02	Equipment Maintenance	18,310	8,394	12,000	12,000	12,000	0	0.0%
235-7302-532.21-11	Building Maintenance	20,890	18,476	31,400	31,400	31,400	0	0.0%
235-7302-532.21-50	Utility Services	49,557	50,723	55,000	55,000	52,000	(3,000)	(5.5%)
235-7302-532.22-10	Printing	3,200	4,556	3,700	3,700	3,800	100	2.7%
	Contractual Services	91,957	82,149	102,100	102,100	99,200	(2,900)	(2.8%)
235-7302-532.31-65	Other Equip & Supplies	700	0	1,700	1,700	5,000	3,300	194.1%
235-7302-532.31-90	Street and Sidewalk Sup	0	35,935	30,300	30,300	30,300	0	0.0%
235-7302-532.33-05	Other Supplies	2,749	359	3,500	3,500	0	(3,500)	(100.0%)
	Commodities	3,449	36,294	35,500	35,500	35,300	(200)	(0.6%)
235-7302-532.40-75	Administrative Serv Charge	114,300	90,300	92,600	92,600	92,100	(500)	(0.5%)
	Other Charges	114,300	90,300	92,600	92,600	92,100	(500)	(0.5%)
	Total Vail Street Garage	209,706	208,743	230,200	230,200	226,600	(3,600)	(1.6%)

North Garage Operation

7303

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
235-7303-532.21-02	Equipment Maintenance	971	722	20,000	20,000	20,000	0	0.0%
235-7303-532.21-11	Building Maintenance	23,051	18,577	26,000	26,000	26,200	200	0.8%
235-7303-532.21-50	Utility Services	45,148	47,258	60,000	60,000	50,000	(10,000)	(16.7%)
235-7303-532.22-10	Printing	3,201	3,000	3,700	3,700	3,500	(200)	(5.4%)
	Contractual Services	72,371	69,557	109,700	109,700	99,700	(10,000)	(9.1%)
235-7303-532.31-65	Other Equip & Supplies	2,667	0	3,500	3,500	7,000	3,500	100.0%
235-7303-532.31-90	Street and Sidewalk Sup	0	33,642	23,700	23,700	23,700	0	0.0%
235-7303-532.33-05	Other Supplies	0	359	3,500	3,500	0	(3,500)	(100.0%)
	Commodities	2,667	34,001	30,700	30,700	30,700	0	0.0%
235-7303-532.40-75	Administrative Serv Charge	118,700	93,800	96,200	96,200	95,700	(500)	(0.5%)
	Other Charges	118,700	93,800	96,200	96,200	95,700	(500)	(0.5%)
	Total North Garage	193,738	197,358	236,600	236,600	226,100	(10,500)	(4.4%)

MUNICIPAL PARKING FUND

EXPENDITURES

Evergreen Underground Garage Operation

7304

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
235-7304-532.21-02	Equipment Maintenance	1,890	16,254	13,000	13,000	15,000	2,000	15.4%
235-7304-532.21-11	Building Maintenance	6,039	5,756	9,500	9,500	9,500	0	0.0%
235-7304-532.21-50	Utility Services	22,305	36,190	28,000	28,000	32,700	4,700	16.8%
235-7304-532.22-10	Printing	1,453	3,052	2,000	2,000	3,100	1,100	55.0%
	Contractual Services	31,687	61,252	52,500	52,500	60,300	7,800	14.9%
235-7304-532.31-65	Other Equip & Supplies	2,571	1,568	1,000	1,000	4,000	3,000	300.0%
235-7304-532.33-05	Other Supplies	3,286	2,764	3,000	3,000	0	(3,000)	(100.0%)
	Commodities	5,857	4,332	4,000	4,000	4,000	0	0.0%
235-7304-532.40-75	Administrative Serv Charge	33,000	26,100	26,800	26,800	26,600	(200)	(0.7%)
	Other Charges	33,000	26,100	26,800	26,800	26,600	(200)	(0.7%)
	Total Evergreen Street Garage	70,544	91,684	83,300	83,300	90,900	7,600	9.1%
	Total Municipal Parking Fund	1,957,803	1,426,172	2,164,200	2,159,577	1,588,400	(571,177)	(26.4%)

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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 2019	Budget 2020
SALARIES:				
235-3001-532.10-01	Salaries	Salaries	368,100	384,300
235-3001-532.18-05	Overtime Civilian	Overtime Civilian	5,800	5,900
	TOTAL SALARIES		373,900	390,200
FRINGE BENEFITS:				
235-3001-532.19-01	Workers' Compensation	Workers' Compensation Insurance	9,800	10,000
235-3001-532.19-05	Medical Insurance	Medical Insurance	90,400	95,600
235-3001-532.19-10	IMRF	IMRF	37,400	49,300
235-3001-532.19-11	Social Security	Social Security	23,200	24,200
235-3001-532.19-12	Medicare	Medicare	5,400	5,700
	TOTAL FRINGE BENEFITS		166,200	184,800
CONTRACTUAL SERVICES:				
235-3001-532.20-40	General Insurance	Liability and property insurance	10,300	10,600
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	2,900	3,100
235-3001-532.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	8,200	9,500
	TOTAL CONTRACTUAL SERVICES		29,400	31,200
COMMODITIES:				
235-3001-532.30-35	Clothing	PSO clothing	2,500	2,500
		Prior Year Encumbrance Carryover	43	0
			2,543	2,500
235-3001-532.30-50	Petroleum Products	Gasoline for department vehicle(s)	3,200	2,900
235-3001-532.33-05	Other Supplies	Chalk and chalk sticks	700	200
		Batteries	700	200
		Tablet data plan	0	600
		Miscellaneous supplies	1,600	2,600
	TOTAL COMMODITIES		8,743	9,000
	TOTAL POLICE		578,243	615,200

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
235-4001-532.20-05	Professional Services	Comprehensive Downtown Parking Study	0	0
		Prior Year Encumbrance Carryover	9,270	9,270
		TOTAL CONTRACTUAL SERVICES	<u>9,270</u>	<u>0</u>
		TOTAL PLANNING	<u>9,270</u>	<u>0</u>

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
235-7101-532.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	64,100	37,400
		TOTAL CONTRACTUAL SERVICES	<u>64,100</u>	<u>37,400</u>
CAPITAL OUTLAY:				
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)	70,000	200,000
		Prior Year Encumbrance Carryover	22,064	0
		LED Parking Garage Lighting (BL1903)	48,000	48,000
		Vail Garage Parking Guidance Sys. (BL1905)	491,000	0
		Downtown Parking Signs (BL1906)	165,300	0
		Vail/North Garage Interior Signs (BL1907)	22,300	0
			818,664	248,000
235-7101-572.50-15	Other Equipment	Pay box refurbish, all garages (EQ0901)	10,000	10,000
		TOTAL CAPITAL OUTLAY	<u>833,664</u>	<u>263,000</u>
		TOTAL PUBLIC WORKS	<u>897,764</u>	<u>300,400</u>

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

MUNICIPAL PARKING OPERATIONS

7301

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
235-7301-532.21-11	Building Maintenance	Glass and door repairs; replacement of of fire doors and frames	9,400	9,000
235-7301-532.21-40	Lease Expense	1/3 of revenue from Parking Lots P & T per agreement	14,000	17,500
235-7301-532.21-50	Utility Services	Energy for lighting parking lots and garage	10,000	11,400
235-7301-532.22-03	Training	Int'l Municipal Parking Association	600	1,500
TOTAL CONTRACTUAL SERVICES			34,000	39,400
COMMODITIES:				
235-7301-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts	1,400	2,900
235-7301-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure	13,700	14,000
235-7301-532.33-05	Other Supplies	Misc. materials, fire extinguishers	1,800	0
TOTAL COMMODITIES			16,900	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	73,300	72,900
TOTAL OTHER CHARGES			73,300	72,900
TOTAL MUNICIPAL PARKING OPERATION			124,200	129,200

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

VAIL AVENUE GARAGE OPERATION

7302

Account Number	Account Title	Description	Budget 2019		Budget 2020	
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		55,000		52,000
235-7302-532.22-10	Printing	Parking permits and share of tickets		3,700		3,800
TOTAL CONTRACTUAL SERVICES				102,100		99,200
COMMODITIES:						
235-7302-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		1,700		5,000
235-7302-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure		30,300		30,300
235-7302-532.33-05	Other Supplies	Misc. materials, fire extinguishers		3,500		0
TOTAL COMMODITIES				35,500		35,300
OTHER CHARGES:						
235-7302-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		92,600		92,100
TOTAL OTHER CHARGES				92,600		92,100
TOTAL VAIL ST. GARAGE OPERATION				230,200		226,600

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

NORTH GARAGE OPERATION

7303

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
235-7303-532.21-02	Equipment Maintenance	Elevator maintenance	20,000	20,000
235-7303-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	24,000	24,200
		General maintenance	2,000	2,000
235-7303-532.21-50	Utility Services	Electricity, gas & telephone	60,000	50,000
235-7303-532.22-10	Printing	Parking permits and share of tickets	3,700	3,500
		TOTAL CONTRACTUAL SERVICES	109,700	99,700
COMMODITIES:				
235-7303-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts	3,500	7,000
235-7303-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure	23,700	23,700
235-7303-532.33-05	Other Supplies	Misc. materials, fire extinguishers	3,500	0
		TOTAL COMMODITIES	30,700	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	96,200	95,700
		TOTAL OTHER CHARGES	96,200	95,700
		TOTAL NORTH GARAGE OPERATION	236,600	226,100

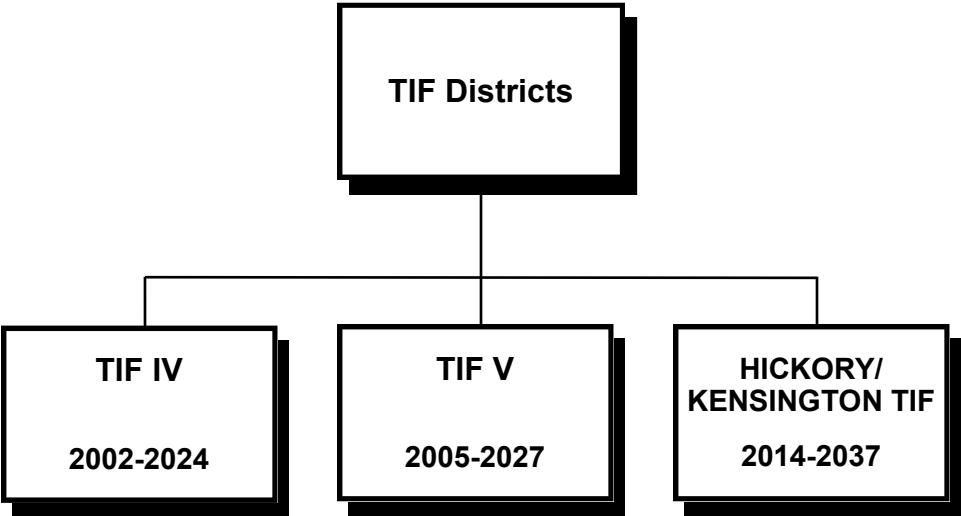
MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

EVERGREEN UNDERGROUND GARAGE OPERATION

7304

Account Number	Account Title	Description	Budget 2019		Budget 2020	
CONTRACTUAL SERVICES:						
235-7304-532.21-02	Equipment Maintenance	Elevator maintenance	10,000		12,000	
		General equipment maintenance	3,000	13,000	3,000	15,000
235-7304-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	8,000		8,000	
		General Maintenance	1,500	9,500	1,500	9,500
235-7304-532.21-50	Utility Services	Utilities (Electricity, Gas, Telephone)		28,000		32,700
235-7304-532.22-10	Printing	Parking permits and share of tickets		2,000		3,100
TOTAL CONTRACTUAL SERVICES				52,500		60,300
COMMODITIES:						
235-7304-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		1,000		4,000
235-7304-532.33-05	Other Supplies	Misc. materials, fire extinguishers		3,000		0
TOTAL COMMODITIES				4,000		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		26,800		26,600
TOTAL OTHER CHARGES				26,800		26,600
TOTAL EVERGREEN GARAGE OPERATION				83,300		90,900
TOTAL MUNICIPAL PARKING FUND				2,159,577		1,588,400



► 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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$504,366	\$575,192	\$571,800	\$571,800	\$571,800	\$0	0.0%
Interest Income	12,273	33,061	19,500	19,500	19,500	0	0.0%
Other	1,500	0	0	0	0	0	N/A
Total Revenues	\$518,139	\$608,253	\$591,300	\$591,300	\$591,300	\$0	0.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$518,139	\$608,253	\$591,300	\$591,300	\$591,300	\$0	0.0%
Expenditures							
Contractual Services	\$32,827	\$41,779	\$11,000	\$52,453	\$50,000	(\$2,453)	(4.7%)
Other Charges	50,000	50,000	50,000	50,000	50,000	0	0.0%
Capital Items	3,008	1,273	0	900,000	910,000	10,000	1.1%
Total Expenditures	\$85,835	\$93,052	\$61,000	\$1,002,453	\$1,010,000	\$7,547	0.8%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$85,835	\$93,052	\$61,000	\$1,002,453	\$1,010,000	\$7,547	0.8%
Revenues over (under) Expenditures	\$432,304	\$515,201	\$530,300	(\$411,153)	(\$418,700)	(\$7,547)	1.8%
BEGINNING FUND BALANCE	1,273,912	1,706,216	2,221,417	2,221,417	2,751,717	530,300	23.9%
ENDING FUND BALANCE	\$1,706,216	\$2,221,417	\$2,751,717	\$1,810,264	\$2,333,017	\$522,753	28.9%

TIF IV FUND (263)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES											
TAXES - PROPERTY TAXES			504,366	575,192	571,800	571,800	571,800	571,800	571,800	571,800	571,800
INTEREST INCOME			12,273	23,039	19,500	19,500	19,500	19,500	19,500	19,500	19,500
OTHER INCOME			1,500	10,022	0	0	0	0	0	0	0
TOTAL REVENUES			518,139	608,253	591,300	591,300	591,300	591,300	591,300	591,300	591,300
EXPENDITURES											
OPERATING EXPENDITURES											
Professional Services			32,827	41,779	11,000	52,453	50,000	50,000	50,000	50,000	50,000
Administrative Service Charge			50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
SUBTOTAL - OPERATING EXPENDITURES			82,827	91,779	61,000	102,453	100,000	100,000	100,000	100,000	100,000
BUILDING & LAND											
TIF IV Redevelopment		BL-16-05	3,008	1,273	0	750,000	750,000	500,000	500,000	500,000	500,000
SUBTOTAL - BUILDING & LAND			3,008	1,273	0	750,000	750,000	500,000	500,000	500,000	500,000
STREETS											
Green Corridor Beautification	(1)	ST-99-03	0	0	0	150,000	160,000	0	0	0	0
SUBTOTAL - STREETS			0	0	0	150,000	160,000	0	0	0	0
TOTAL EXPENDITURES			85,835	93,052	61,000	1,002,453	1,010,000	600,000	600,000	600,000	600,000
BEGINNING FUND BALANCE			1,273,912	1,706,216	2,221,417	2,221,417	2,751,717	2,333,017	2,324,317	2,315,617	2,306,917
REVENUES OVER (UNDER) EXPENDITURES			432,304	515,201	530,300	(411,153)	(418,700)	(8,700)	(8,700)	(8,700)	(8,700)
ENDING FUND BALANCE			1,706,216	2,221,417	2,751,717	1,810,264	2,333,017	2,324,317	2,315,617	2,306,917	2,298,217

PROJECTS WITH SECOND FUND SOURCE

Green Corridor Beautification	(1)	ST-99-03	The majority of this project in prior years was funded from the Capital Projects Fund. An additional \$430,000 is currently unfunded.
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TIF IV FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
263-0000-401.07-00	TIF Real Estate Tax	504,366	575,192	571,800	571,800	571,800	0	0.0%
	Real Estate Taxes	504,366	575,192	571,800	571,800	571,800	0	0.0%
263-0000-461.02-00	Interest on Investments	9,236	23,039	12,000	12,000	12,000	0	0.0%
263-0000-462.10-00	Market Value Adjustments	3,037	10,022	7,500	7,500	7,500	0	0.0%
	Interest Income	12,273	33,061	19,500	19,500	19,500	0	0.0%
263-0000-489-90-00	Other Income	1,500	0	0	0	0	0	N/A
	Other	1,500	0	0	0	0	0	N/A
Total TIF IV Fund		518,139	608,253	591,300	591,300	591,300	0	0.0%

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
263-4001-571.20-05	Professional Services	32,827	41,779	11,000	52,453	50,000	(2,453)	(4.7%)
	Contractual Services	32,827	41,779	11,000	52,453	50,000	(2,453)	(4.7%)
263-4001-571.40-75	Administrative Serv Charge	50,000	50,000	50,000	50,000	50,000	0	0.0%
	Other Charges	50,000	50,000	50,000	50,000	50,000	0	0.0%
263-4001-571.50-25	Construction in Progress	3,008	1,273	0	750,000	750,000	0	0.0%
263-4001-571.50-30	Road Projects	0	0	0	150,000	160,000	10,000	6.7%
	Capital Outlay	3,008	1,273	0	900,000	910,000	10,000	1.1%
Total Planning		85,835	93,052	61,000	1,002,453	1,010,000	7,547	0.8%
Total TIF IV Fund		85,835	93,052	61,000	1,002,453	1,010,000	7,547	0.8%

TIF IV FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2019		Budget 2020
CONTRACTUAL SERVICES:					
263-4001-571.20-05	Professional Services	Consultants/Legal	50,000		50,000
		Prior Year Encumbrance Carryover	2,453	52,453	
		TOTAL CONTRACTUAL SERVICES		52,453	50,000
OTHER CHARGES:					
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)		750,000	750,000
263-4001-571.50-30	Road Projects	Green Corridor Beautification (ST9903)		150,000	160,000
		TOTAL CAPITAL OUTLAY		900,000	910,000
		TOTAL PLANNING		1,002,453	1,010,000
		TOTAL TIF IV FUND		1,002,453	1,010,000

► 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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$55,502	\$738,079	\$738,100	\$738,100	\$738,100	\$0	0.0%
Interest Income	4,842	15,024	8,100	8,100	8,100	0	0.0%
Total Revenues	\$60,344	\$753,103	\$746,200	\$746,200	\$746,200	\$0	0.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$60,344	\$753,103	\$746,200	\$746,200	\$746,200	\$0	0.0%
Expenditures							
Contractual Services	\$400	\$800	\$400	\$10,000	\$15,000	\$5,000	50.0%
Other Charges	11,731	0	0	0	0	0	N/A
Capital Items	2,179	1,787	23,000	378,540	332,000	(46,540)	(12.3%)
Total Expenditures	\$14,310	\$2,587	\$23,400	\$388,540	\$347,000	(\$41,540)	(10.7%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$14,310	\$2,587	\$23,400	\$388,540	\$347,000	(\$41,540)	(10.7%)
Revenues over (under) Expenditures	\$46,034	\$750,516	\$722,800	\$357,660	\$399,200	\$41,540	11.6%
BEGINNING FUND BALANCE	607,802	653,836	1,404,352	1,404,352	2,127,152	722,800	51.5%
ENDING FUND BALANCE	\$653,836	\$1,404,352	\$2,127,152	\$1,762,012	\$2,526,352	\$764,340	43.4%

TIF V FUND (264)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES											
TAXES - PROPERTY TAXES			55,502	738,079	738,100	738,100	738,100	738,100	738,100	738,100	738,100
INTEREST INCOME			4,842	15,024	8,100	8,100	8,100	8,100	8,100	8,100	8,100
TOTAL REVENUES			60,344	753,103	746,200	746,200	746,200	746,200	746,200	746,200	746,200
EXPENDITURES											
OPERATING EXPENDITURES											
Professional Services			400	800	400	10,000	15,000	15,000	15,000	15,000	15,000
Real Estate Tax			11,731	0	0	0	0	0	0	0	0
SUBTOTAL - OPERATING EXPENDITURES			12,131	800	400	10,000	15,000	15,000	15,000	15,000	15,000
STREETS											
Rand Road Corridor Identification Enhancement	(1)	ST-17-20	2,179	1,787	23,000	378,540	332,000	28,800	101,800	0	0
SUBTOTAL - STREETS			2,179	1,787	23,000	378,540	332,000	28,800	101,800	0	0
TOTAL EXPENDITURES			14,310	2,587	23,400	388,540	347,000	43,800	116,800	15,000	15,000
BEGINNING FUND BALANCE											
REVENUES OVER (UNDER) EXPENDITURES			607,802	653,836	1,404,352	1,404,352	2,127,152	2,526,352	3,228,752	3,858,152	4,589,352
ENDING FUND BALANCE			46,034	750,516	722,800	357,660	399,200	702,400	629,400	731,200	731,200
			653,836	1,404,352	2,127,152	1,762,012	2,526,352	3,228,752	3,858,152	4,589,352	5,320,552

PROJECTS WITH SECOND FUND SOURCE

Rand Road Corridor Identification Enhancement (1) ST-17-20 A portion of this project is funded from the Capital Projects Fund. An additional \$712,200 is currently unfunded.

TIF V FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
264-0000-401.07-00	TIF Real Estate Tax	55,502	738,079	738,100	738,100	738,100	0	0.0%
	Real Estate Taxes	55,502	738,079	738,100	738,100	738,100	0	0.0%
264-0000-461.02-00	Interest on Investments	3,629	9,880	5,000	5,000	5,000	0	0.0%
264-0000-462.10-00	Market Value Adjustments	1,213	5,144	3,100	3,100	3,100	0	0.0%
	Interest Income	4,842	15,024	8,100	8,100	8,100	0	0.0%
	Total TIF V Fund	60,344	753,103	746,200	746,200	746,200	0	0.0%

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
264-4001-571.20-05	Professional Services	400	800	400	10,000	15,000	5,000	50.0%
	Contractual Services	400	800	400	10,000	15,000	5,000	50.0%
264-4001-571.40-74	Real Estate Tax	11,731	0	0	0	0	0	N/A
	Other Charges	11,731	0	0	0	0	0	N/A
264-4001-571.50-30	Road Projects	2,179	1,787	23,000	378,540	332,000	(46,540)	(12.3%)
	Capital Outlay	2,179	1,787	23,000	378,540	332,000	(46,540)	(12.3%)
	Total Planning	14,310	2,587	23,400	388,540	347,000	(41,540)	(10.7%)
	Total TIF V Fund	14,310	2,587	23,400	388,540	347,000	(41,540)	(10.7%)

TIF V FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
264-4001-571.20-05	Professional Services	Consultants/Legal	10,000	15,000
		TOTAL CONTRACTUAL SERVICES	10,000	15,000
CAPITAL OUTLAY:				
264-4001-571.50-30	Road Projects	Rand Road Corridor Identification Enhancement (ST1720)	355,000	332,000
		Prior Year Encumbrance Carryover	23,540	
		TOTAL CAPITAL OUTLAY	378,540	332,000
		TOTAL PLANNING	388,540	347,000
		TOTAL TIF V FUND	388,540	347,000

► 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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$452,970	\$597,645	\$558,500	\$558,500	\$558,500	\$0	0.0%
Interest Income	3,034	15,864	10,000	10,000	10,000	0	0.0%
Total Revenues	\$456,004	\$613,509	\$568,500	\$568,500	\$568,500	\$0	0.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$456,004	\$613,509	\$568,500	\$568,500	\$568,500	\$0	0.0%
Expenditures							
Contractual Services	\$9,975	\$2,060	\$7,000	\$56,838	\$75,000	\$18,162	32.0%
Other Charges	15,000	30,000	30,000	30,000	15,000	(15,000)	(50.0%)
Capital Items	0	0	700,000	1,500,000	800,000	(700,000)	(46.7%)
Total Expenditures	\$24,975	\$32,060	\$737,000	\$1,586,838	\$890,000	(\$696,838)	(43.9%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$24,975	\$32,060	\$737,000	\$1,586,838	\$890,000	(\$696,838)	(43.9%)
Revenues over (under) Expenditures	\$431,029	\$581,449	(\$168,500)	(\$1,018,338)	(\$321,500)	\$696,838	(68.4%)
BEGINNING FUND BALANCE	143,302	574,331	1,155,780	1,155,780	987,280	(168,500)	(14.6%)
ENDING FUND BALANCE	\$574,331	\$1,155,780	\$987,280	\$137,442	\$665,780	\$528,338	384.4%

TIF HICKORY/ KENSINGTON FUND (266)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2017	2018	2019	2019	2020	2021	2022	2023	2024
		ACTUAL	ACTUAL	ESTIMATED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES										
TAXES - PROPERTY TAXES		452,970	597,645	558,500	558,500	558,500	650,000	650,000	650,000	650,000
INTEREST INCOME		3,034	15,864	10,000	10,000	10,000	10,000	10,000	10,000	10,000
TOTAL REVENUES		456,004	613,509	568,500	568,500	568,500	660,000	660,000	660,000	660,000
EXPENDITURES										
OPERATING EXPENDITURES										
Professional Services		9,975	2,060	7,000	56,838	75,000	0	0	0	0
Administrative Service Charge		15,000	30,000	30,000	30,000	15,000	15,000	15,000	15,000	15,000
SUBTOTAL - OPERATING EXPENDITURES		24,975	32,060	37,000	86,838	90,000	15,000	15,000	15,000	15,000
BUILDING & LAND										
TIF HK Redevelopment	BL-18-01	0	0	700,000	1,500,000	800,000	500,000	500,000	500,000	500,000
SUBTOTAL - BUILDING & LAND		0	0	700,000	1,500,000	800,000	500,000	500,000	500,000	500,000
TOTAL EXPENDITURES		24,975	32,060	737,000	1,586,838	890,000	515,000	515,000	515,000	515,000
BEGINNING FUND BALANCE		143,302	574,331	1,155,780	1,155,780	987,280	665,780	810,780	955,780	1,100,780
REVENUES OVER (UNDER) EXPENDITURES		431,029	581,449	(168,500)	(1,018,338)	(321,500)	145,000	145,000	145,000	145,000
ENDING FUND BALANCE		574,331	1,155,780	987,280	137,442	665,780	810,780	955,780	1,100,780	1,245,780

HICKORY/KENSINGTON TIF FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
266-0000-401.07-00	TIF Real Estate Tax	452,970	597,645	558,500	558,500	558,500	0	0.0%
	Real Estate Taxes	452,970	597,645	558,500	558,500	558,500	0	0.0%
266-0000-461.02-00	Interest on Investments	2,249	11,118	6,500	6,500	6,500	0	0.0%
266-0000-462.10-00	Market Value Adjustments	785	4,746	3,500	3,500	3,500	0	0.0%
	Interest Income	3,034	15,864	10,000	10,000	10,000	0	0.0%
	Total Hickory/Kensington TIF Fund	456,004	613,509	568,500	568,500	568,500	0	0.0%

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
266-4001-571.20-05	Professional Services	9,975	2,060	7,000	56,838	75,000	18,162	32.0%
	Contractual Services	9,975	2,060	7,000	56,838	75,000	18,162	32.0%
266-4001-571.40-75	Administrative Serv Charge	15,000	30,000	30,000	30,000	15,000	(15,000)	(50.0%)
	Other Charges	15,000	30,000	30,000	30,000	15,000	(15,000)	(50.0%)
266-4001-571.50-25	Construction in Progress	0	0	700,000	1,500,000	800,000	(700,000)	(46.7%)
	Capital Outlay	0	0	700,000	1,500,000	800,000	(700,000)	(46.7%)
	Total Planning	24,975	32,060	737,000	1,586,838	890,000	(696,838)	(43.9%)
	Total Hickory/Kensington TIF Fund	24,975	32,060	737,000	1,586,838	890,000	(696,838)	(43.9%)

HICKORY/KENSINGTON TIF FUND

EXPENDITURE DETAIL

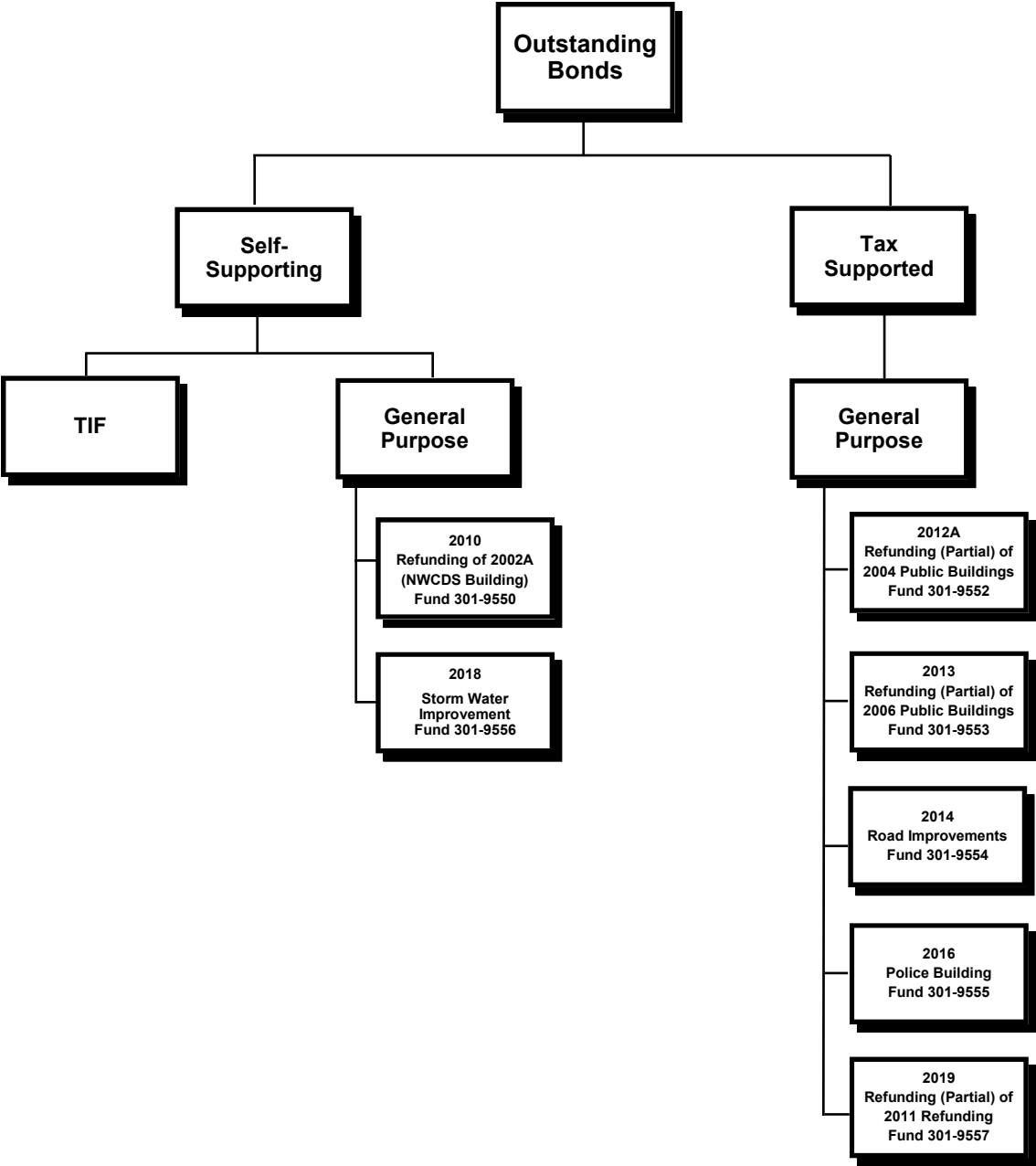
PLANNING

4001

Account Number	Account Title	Description	Budget 2019		Budget 2020
CONTRACTUAL SERVICES:					
266-4001-571.20-05	Professional Services	Consultants/Legal	50,000		75,000
		Prior Year Encumbrance Carryover	6,838	56,838	
		TOTAL CONTRACTUAL SERVICES		56,838	75,000
OTHER CHARGES:					
266-4001-571.40-75	Administrative Serv Charge	Administrative Service Charge		30,000	15,000
		TOTAL OTHER CHARGES		30,000	15,000
CAPITAL OUTLAY:					
266-4001-571.50-25	Construction in Progress	Redevelopment (BL-18-01)		1,500,000	800,000
		TOTAL CAPITAL OUTLAY		1,500,000	800,000
		TOTAL PLANNING		1,586,838	890,000
		TOTAL HICKORY/KENSINGTON TIF FUND		1,586,838	890,000

DEBT SERVICE FUND

ORGANIZATION STRUCTURE



► Fund at a Glance

The Debt Service Fund accounts for the costs for the payment of the principal and interest on all outstanding Village debt.

The Village is a “home rule” community and is presently not subject to debt limitations. Currently, all outstanding Village debt is general obligation bond debt, meaning that it is backed by the full faith and credit (and taxing power) of the Village. There are no revenue bonds which are considered outstanding for financial reporting purposes. The Village has used general obligation (GO) bonds exclusively in recent years because of the most favorable interest rates offered on GO bonds and thus, lower cost.

A portion of Arlington Heights’ debt is self-supporting; that is, it is paid for by sources other than a direct levy of property taxes. As of December 31, 2019, the Village had a total of \$56,055,000 in outstanding bonds. Of that amount, \$10,100,000 (18%) 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, 2019:

OUTSTANDING DEBT AS OF 12/31/2019			
	Outstanding	Per Capita	% of Value of Taxable Property
Tax Supported	\$ 45,955,000	\$ 612	1.574 %
Self-Supported	10,100,000	134	0.346 %
Total	\$ 56,055,000	\$ 746	1.920 %

Note: Self-supported debt is debt for which property taxes are typically abated. The debt service is paid from other sources. The estimated 2019 value of all property in the Village is \$8.7 billion (equalized assessed value of \$2.96 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 is used to pay for storm water control infrastructure projects. 100% of the debt service will be paid through a transfer-in from the Storm Water Control Fund.

In total, the Village will abate \$974,975 in property taxes in calendar year 2020.

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

	2017 Actual	2018 Actual	2019 Est Act	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$6,764,890	\$6,808,309	\$6,884,363	\$6,884,363	\$6,690,350	(\$194,013)	(2.8%)
Interest Income	26,970	71,014	41,700	49,000	47,000	(2,000)	(4.1%)
NWCD Rent	281,550	285,675	288,400	288,400	285,700	(2,700)	(0.9%)
Bond Proceeds	0	0	9,501,500	9,501,500	0	(9,501,500)	(100.0%)
Total Revenues	\$7,073,410	\$7,164,998	\$16,715,963	\$16,723,263	\$7,023,050	(\$9,700,213)	(58.0%)
Interfund Transfers In	0	736,000	691,900	691,900	690,300	(1,600)	(0.2%)
Total Revenues and Interfund Transfers In	\$7,073,410	\$7,900,998	\$17,407,863	\$17,415,163	\$7,713,350	(\$9,701,813)	(55.7%)
Expenditures							
2006A Bond Principal	330,000	345,000	0	0	0	0	N/A
2006A Interest Expense	27,000	13,800	0	0	0	0	N/A
2010 Bond Principal	235,000	245,000	255,000	255,000	260,000	5,000	2.0%
2010 Interest Expense	46,550	40,675	33,300	33,300	25,700	(7,600)	(22.8%)
2011 Bond Principal	60,000	65,000	0	0	0	0	N/A
2011 Interest Expense	379,300	377,650	187,900	187,900	0	(187,900)	(100.0%)
2012A Bond Principal	1,000,000	1,000,000	1,000,000	1,000,000	2,000,000	1,000,000	100.0%
2012A Interest Expense	170,400	150,400	130,400	130,400	110,400	(20,000)	(15.3%)
2013 Bond Principal	2,020,000	1,530,000	2,000,000	2,000,000	0	(2,000,000)	(100.0%)
2013 Interest Expense	222,000	141,200	80,000	80,000	0	(80,000)	(100.0%)
2014 Bond Principal	1,350,000	1,390,000	1,435,000	1,435,000	860,000	(575,000)	(40.1%)
2014 Interest Expense	151,050	110,550	68,900	68,900	25,800	(43,100)	(62.6%)
2016 Bond Principal	0	665,000	645,000	645,000	2,240,000	1,595,000	247.3%
2016 Interest Expense	1,094,200	1,094,200	1,074,300	1,074,300	1,054,900	(19,400)	(1.8%)
2018 Bond Principal	0	0	240,000	240,000	330,000	90,000	37.5%
2018 Interest Expense	0	0	450,900	450,900	359,300	(91,600)	(20.3%)
2019 Interest Expense	0	0	81,000	81,000	399,300	318,300	393.0%
2019 Bond Issuance Costs	0	0	110,300	110,300	0	(110,300)	(100.0%)
2019 Payment to Escrow Agent Fees	0	0	9,493,500	9,493,500	0	(9,493,500)	(100.0%)
Agent Fees	4,218	3,525	7,800	8,000	6,000	(2,000)	(25.0%)
Total Expenditures	\$7,089,718	\$7,172,000	\$17,293,300	\$17,293,500	\$7,671,400	(\$9,622,100)	(55.6%)
Total Expenditures and Interfund Transfers Out	\$7,089,718	\$7,172,000	\$17,293,300	\$17,293,500	\$7,671,400	(\$9,622,100)	(55.6%)
REVENUES OVER (UNDER) EXPENDITURES	(\$16,308)	\$728,998	\$114,563	\$121,663	\$41,950	(\$79,713)	(65.5%)
BEGINNING FUND BALANCE	1,484,337	1,468,029	2,197,027	2,197,027	2,311,590	114,563	5.2%
ENDING FUND BALANCE	\$1,468,029	\$2,197,027	\$2,311,590	\$2,318,690	\$2,353,540	\$34,850	1.5%

DEBT SERVICE FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-0000-401.05-00	Real Estate Tax	6,764,890	6,808,309	6,884,363	6,884,363	6,690,350	(194,013)	(2.8%)
	Real Estate Taxes	6,764,890	6,808,309	6,884,363	6,884,363	6,690,350	(194,013)	(2.8%)
301-0000-461.02-00	Interest on Investments	19,309	48,005	18,500	32,000	30,000	(2,000)	(6.3%)
301-0000-462.10-00	Market Value Adjustments	7,661	23,009	23,200	17,000	17,000	0	0.0%
	Interest Income	26,970	71,014	41,700	49,000	47,000	(2,000)	(4.1%)
301-0000-472.56-00	NWCDS Building Rent	281,550	285,675	288,400	288,400	285,700	(2,700)	(0.9%)
	Sales & Rents	281,550	285,675	288,400	288,400	285,700	(2,700)	(0.9%)
301-0000-491.05-00	Operating Transfer In	0	736,000	691,900	691,900	690,300	(1,600)	(0.2%)
301-0000-491.15-00	Bond Proceeds	0	0	7,985,000	7,985,000	0	(7,985,000)	(100.0%)
301-0000-491.16-00	Bond Premium Proceeds	0	0	1,516,500	1,516,500	0	(1,516,500)	(100.0%)
	Other Financing Sources	0	736,000	10,193,400	10,193,400	690,300	(9,503,100)	(93.2%)
	Total Debt Service Fund	7,073,410	7,900,998	17,407,863	17,415,163	7,713,350	(9,701,813)	(55.7%)

DEBT SERVICE FUND

EXPENDITURES

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

9547

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9547-581.60-05	Bond Principal	330,000	345,000	0	0	0	0	N/A
301-9547-582.60-15	Interest Expense	27,000	13,800	0	0	0	0	N/A
301-9547-582.60-20	Agent Fees	803	0	0	0	0	0	N/A
	Debt Service	357,803	358,800	0	0	0	0	N/A
	Total Refunding 2006A	357,803	358,800	0	0	0	0	N/A

Refunding 2010 (Refunding of NWCDS Building 2002)

9550

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9550-581.60-05	Bond Principal	235,000	245,000	255,000	255,000	260,000	5,000	2.0%
301-9550-582.60-15	Interest Expense	46,550	40,675	33,300	33,300	25,700	(7,600)	(22.8%)
301-9550-582.60-20	Agent Fees	803	803	1,000	1,000	1,000	0	0.0%
	Debt Service	282,353	286,478	289,300	289,300	286,700	(2,600)	(0.9%)
	Total Refunding 2010	282,353	286,478	289,300	289,300	286,700	(2,600)	(0.9%)

Refunding 2011 (Partial Refunding of Public Buildings 2004)

9551

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9551-581.60-05	Bond Principal	60,000	65,000	0	0	0	0	N/A
301-9551-582.60-15	Interest Expense	379,300	377,650	187,900	187,900	0	(187,900)	(100.0%)
301-9551-582.60-20	Agent Fees	802	802	800	1,000	0	(1,000)	(100.0%)
	Debt Service	440,102	443,452	188,700	188,900	0	(188,900)	(100.0%)
	Total Refunding 2011	440,102	443,452	188,700	188,900	0	(188,900)	(100.0%)

DEBT SERVICE FUND

EXPENDITURES

Refunding 2012A (Partial Refunding of Public Buildings 2004)

9552

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9552-581.60-05	Bond Principal	1,000,000	1,000,000	1,000,000	1,000,000	2,000,000	1,000,000	100.0%
301-9552-582.60-15	Interest Expense	170,400	150,400	130,400	130,400	110,400	(20,000)	(15.3%)
301-9552-582.60-20	Agent Fees	428	856	1,000	1,000	1,000	0	0.0%
	Debt Service	1,170,828	1,151,256	1,131,400	1,131,400	2,111,400	980,000	86.6%
	Total Refunding 2012A	1,170,828	1,151,256	1,131,400	1,131,400	2,111,400	980,000	86.6%

Refunding 2013 (Partial Refunding of Public Buildings 2006)

9553

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9553-581.60-05	Bond Principal	2,020,000	1,530,000	2,000,000	2,000,000	0	(2,000,000)	(100.0%)
301-9553-582.60-15	Interest Expense	222,000	141,200	80,000	80,000	0	(80,000)	(100.0%)
301-9553-582.60-20	Agent Fees	428	428	1,000	1,000	0	(1,000)	(100.0%)
	Debt Service	2,242,428	1,671,628	2,081,000	2,081,000	0	(2,081,000)	(100.0%)
	Total Refunding 2013	2,242,428	1,671,628	2,081,000	2,081,000	0	(2,081,000)	(100.0%)

Road Improvements 2014

9554

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9554-581.60-05	Bond Principal	1,350,000	1,390,000	1,435,000	1,435,000	860,000	(575,000)	(40.1%)
301-9554-582.60-15	Interest Expense	151,050	110,550	68,900	68,900	25,800	(43,100)	(62.6%)
301-9554-582.60-20	Agent Fees	636	318	1,000	1,000	1,000	0	0.0%
	Debt Service	1,501,686	1,500,868	1,504,900	1,504,900	886,800	(618,100)	(41.1%)
	Total Road Imprv 2014	1,501,686	1,500,868	1,504,900	1,504,900	886,800	(618,100)	(41.1%)

DEBT SERVICE FUND

EXPENDITURES

Police Building 2016

9555

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9555-581.60-05	Bond Principal	0	665,000	645,000	645,000	2,240,000	1,595,000	247.3%
301-9555-582.60-15	Interest Expense	1,094,200	1,094,200	1,074,300	1,074,300	1,054,900	(19,400)	(1.8%)
301-9555-582.60-20	Agent Fees	318	318	1,000	1,000	1,000	0	0.0%
	Debt Service	1,094,518	1,759,518	1,720,300	1,720,300	3,295,900	1,575,600	91.6%
	Total Police Building 2016	1,094,518	1,759,518	1,720,300	1,720,300	3,295,900	1,575,600	91.6%

Storm Water Control 2018

9556

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9556-581.60-05	Bond Principal	0	0	240,000	240,000	330,000	90,000	37.5%
301-9556-582.60-15	Interest Expense	0	0	450,900	450,900	359,300	(91,600)	(20.3%)
301-9556-582.60-20	Agent Fees	0	0	1,000	1,000	1,000	0	0.0%
	Debt Service	0	0	691,900	691,900	690,300	(1,600)	(0.2%)
	Total Storm Water Ctrl 2018	0	0	691,900	691,900	690,300	(1,600)	(0.2%)

Refunding 2019 (Partial Refunding on Refunding 2011)

9557

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
301-9557-582.60-15	Interest Expense	0	0	81,000	81,000	399,300	318,300	393.0%
301-9557-582.60-20	Agent Fees	0	0	1,000	1,000	1,000	0	0.0%
301-9557-583.20-06	Bond Issuance Costs	0	0	110,300	110,300	0	(110,300)	(100.0%)
301-9557-583.90-98	Payment to Escrow Agent	0	0	9,493,500	9,493,500	0	(9,493,500)	(100.0%)
	Debt Service	0	0	9,685,800	9,685,800	400,300	318,300	(95.9%)
	Total Refunding 2019	0	0	9,685,800	9,685,800	400,300	(4,483,600)	(95.9%)
	Total Debt Service Fund	7,089,718	7,172,000	17,293,300	17,293,500	7,671,400	(4,820,200)	(55.6%)

DEBT SERVICE FUND

EXPENDITURE SUMMARY

	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
Principal	4,995,000	5,240,000	5,575,000	5,575,000	5,690,000	115,000	2.1%
Interest	2,090,500	1,928,475	2,106,700	2,106,700	1,975,400	(131,300)	(6.2%)
Total Principal & Interest	7,085,500	7,168,475	7,681,700	7,681,700	7,665,400	(16,300)	(0.2%)
Agent Fees	4,218	3,525	7,800	8,000	6,000	(2,000)	(25.0%)
Bond Issue Costs	0	0	110,300	110,300	0	(110,300)	(100.0%)
Payment to Escrow Agent	0	0	9,493,500	9,493,500	0	(9,493,500)	(100.0%)
Total Debt Service	7,089,718	7,172,000	17,293,300	17,293,500	7,671,400	(9,622,100)	(55.6%)

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	5,080,000	1,622,390	6,702,390	495,000	484,203	979,203	7,681,593	51,035,000	10,595,000	61,630,000
2019	2020	2020	5,100,000	1,590,350	6,690,350	590,000	384,975	974,975	7,665,325	45,955,000	10,100,000	56,055,000
2020	2021	2021	3,730,000	1,457,350	5,187,350	615,000	363,975	978,975	6,166,325	40,855,000	9,510,000	50,365,000
2021	2022	2022	3,610,000	1,366,900	4,976,900	640,000	341,400	981,400	5,958,300	37,125,000	8,895,000	46,020,000
2022	2023	2023	3,715,000	1,259,550	4,974,550	375,000	317,900	692,900	5,667,450	33,515,000	8,255,000	41,770,000
2023	2024	2024	3,870,000	1,104,400	4,974,400	390,000	299,150	689,150	5,663,550	29,800,000	7,880,000	37,680,000
2024	2025	2025	3,230,000	943,000	4,173,000	410,000	279,650	689,650	4,862,650	25,930,000	7,490,000	33,420,000
2025	2026	2026	2,915,000	813,100	3,728,100	435,000	259,150	694,150	4,422,250	22,700,000	7,080,000	29,780,000
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
			51,035,000	14,452,440	65,487,440	10,595,000	4,391,665	14,986,665	80,474,106			

SELF SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	Fund 301-9550 2010		Fund 301-9556 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 September 11, 2018

Interest Rate: 1.50% to 3.25% 3.50% to 5.00%

Amount of Issue: \$2,855,000 \$9,530,000

Call Date: December 1, 2018 December 1, 2026

Paying Agent: The Bank of New York Mellon 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	0.00	187,931.25	1,000,000.00	130,400.00	2,000,000.00	80,000.00
2019	2020	2020	0.00	0.00	2,000,000.00	110,400.00	0.00	0.00
2020	2021	2021	0.00	0.00	2,145,000.00	70,400.00	0.00	0.00
2021	2022	2022	0.00	0.00	1,375,000.00	27,500.00	0.00	0.00
2022	2023	2023	0.00	0.00	0.00	0.00	0.00	0.00
2023	2024	2024	0.00	0.00	0.00	0.00	0.00	0.00
2024	2025	2025	0.00	0.00	0.00	0.00	0.00	0.00
2025	2026	2026	0.00	0.00	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
			0.00	187,931.25	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		Fund 301-9557	
			2014		2016		2019	
			2014 Road Improvements		2016 Police Station		Partial Refunding of 2011 (Public Bldgs)	
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2018	2019	2019	1,435,000.00	68,850.00	645,000.00	1,074,250.00	0.00	80,959.03
2019	2020	2020	860,000.00	25,800.00	2,240,000.00	1,054,900.00	0.00	399,250.00
2020	2021	2021	0.00	0.00	1,585,000.00	987,700.00	0.00	399,250.00
2021	2022	2022	0.00	0.00	1,595,000.00	940,150.00	640,000.00	399,250.00
2022	2023	2023	0.00	0.00	1,530,000.00	892,300.00	2,185,000.00	367,250.00
2023	2024	2024	0.00	0.00	1,605,000.00	846,400.00	2,265,000.00	258,000.00
2024	2025	2025	0.00	0.00	1,580,000.00	798,250.00	1,650,000.00	144,750.00
2025	2026	2026	0.00	0.00	1,670,000.00	750,850.00	1,245,000.00	62,250.00
2026	2027	2027	0.00	0.00	1,710,000.00	700,750.00	0.00	0.00
2027	2028	2028	0.00	0.00	1,760,000.00	649,450.00	0.00	0.00
2028	2029	2029	0.00	0.00	1,810,000.00	596,650.00	0.00	0.00
2029	2030	2030	0.00	0.00	1,865,000.00	542,350.00	0.00	0.00
2030	2031	2031	0.00	0.00	1,920,000.00	486,400.00	0.00	0.00
2031	2032	2032	0.00	0.00	1,980,000.00	428,800.00	0.00	0.00
2032	2033	2033	0.00	0.00	2,060,000.00	349,600.00	0.00	0.00
2033	2034	2034	0.00	0.00	2,140,000.00	267,200.00	0.00	0.00
2034	2035	2035	0.00	0.00	2,225,000.00	181,600.00	0.00	0.00
2035	2036	2036	0.00	0.00	2,315,000.00	92,600.00	0.00	0.00
			2,295,000.00	94,650.00	32,235,000.00	11,640,200.00	7,985,000.00	2,110,959.03

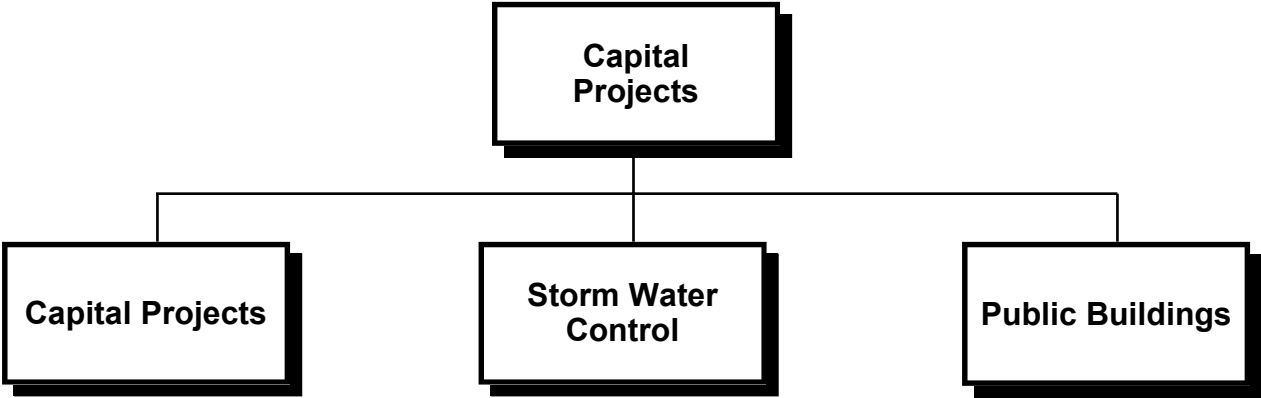
Purpose of Issue:	Street resurfacing and sidewalk replacement	Funding to build new police station	Partial refunding of 2004 Public Building Projects included L.A. Hanson Public Works Facility, Municipal Building Complex and Fire Station #1
Support Type:	100% tax supported	100% tax supported	100% tax supported
Financial Classification:	General Obligation	General Obligation	General Obligation
Interest Dates:	June and December	June and December Beginning Dec 2016	June and December
Date of Issue:	October 1, 2014	January 19, 2016	September 18, 2019
Interest Rate:	2.00% to 3.00%	2.9365%	1.515%
Call Date:	Noncallable	December 1, 2025	Noncallable
Amount of Issue:	\$8,000,000	\$32,900,000	\$7,985,000
Paying Agent:	UMB Bank	UMB Bank	Morgan Stanley

TAX SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	TOTAL TAX SUPPORTED		
			PRINCIPAL	INTEREST	TOTAL
2018	2019	2019	5,080,000.00	1,622,390.28	6,702,390.28
2019	2020	2020	5,100,000.00	1,590,350.00	6,690,350.00
2020	2021	2021	3,730,000.00	1,457,350.00	5,187,350.00
2021	2022	2022	3,610,000.00	1,366,900.00	4,976,900.00
2022	2023	2023	3,715,000.00	1,259,550.00	4,974,550.00
2023	2024	2024	3,870,000.00	1,104,400.00	4,974,400.00
2024	2025	2025	3,230,000.00	943,000.00	4,173,000.00
2025	2026	2026	2,915,000.00	813,100.00	3,728,100.00
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
			51,035,000.00	14,452,440.28	65,487,440.28

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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$6,837,324	\$7,031,502	\$7,193,000	\$7,203,900	\$7,329,000	\$125,100	1.7%
Intergovernmental	816,499	42,663	0	0	0	0	N/A
Service Charges	2,756	4,341	0	0	0	0	N/A
Interest Income	65,192	180,182	80,000	80,000	80,000	0	0.0%
Sales/Reimbursable/Rent	12,126	1,606	0	0	0	0	N/A
Other	106,127	501,874	0	0	175,000	175,000	N/A
Total Revenues	\$7,840,024	\$7,762,168	\$7,273,000	\$7,283,900	\$7,584,000	\$300,100	4.1%
Interfund Transfers In	2,997,417	300,000	1,100,000	1,100,000	300,000	(800,000)	(72.7%)
Total Revenues and Interfund Transfers In	\$10,837,441	\$8,062,168	\$8,373,000	\$8,383,900	\$7,884,000	(\$499,900)	(6.0%)
Expenditures							
Contractual Services	0	0	49,800	49,800	0	(49,800)	(100.0%)
Other Charges	0	0	0	145,047	200,000	54,953	37.9%
Capital Items	7,479,915	7,089,737	11,909,500	11,924,042	8,940,700	(2,983,342)	(25.0%)
Total Expenditures	\$7,479,915	\$7,089,737	\$11,959,300	\$12,118,889	\$9,140,700	(\$2,978,189)	(24.6%)
Interfund Transfers Out	0	0	0	0	42,800	42,800	N/A
Total Expenditures and Interfund Transfers Out	\$7,479,915	\$7,089,737	\$11,959,300	\$12,118,889	\$9,183,500	(\$2,935,389)	(24.2%)
Revenues over (under) Expenditures	\$3,357,526	\$972,431	(\$3,586,300)	(\$3,734,989)	(\$1,299,500)	\$2,435,489	(65.2%)
BEGINNING FUND BALANCE	6,365,138	9,722,664	10,695,095	10,695,095	7,108,795	(3,586,300)	(33.5%)
ENDING FUND BALANCE	\$9,722,664	\$10,695,095	\$7,108,795	\$6,960,106	\$5,809,295	(\$1,150,811)	(16.5%)

CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES											
TAXES - PROPERTY TAXES			5,170,131	5,242,639	5,400,000	5,400,000	5,500,000	5,600,000	5,700,000	5,800,000	5,900,000
HOME RULE SALES TAX			1,667,193	1,788,863	1,793,000	1,803,900	1,829,000	1,866,000	1,922,000	1,979,000	2,038,000
GRANTS			816,499	42,663	0	0	0	0	0	0	0
SERVICE CHARGES			2,756	4,341	0	0	0	0	0	0	0
INTEREST INCOME			65,192	180,182	80,000	80,000	80,000	80,000	80,000	80,000	80,000
FORFEITURES			48,113	67,940	0	0	0	0	0	0	0
OTHER			70,140	435,540	0	0	175,000	0	0	0	0
TRANSFER IN FROM EAB FUND			2,697,417	0	0	0	0	0	0	0	0
TRANSFER IN FROM PUBLIC BUILDING FUND			0	0	800,000	800,000	0	0	0	0	0
TRANSFER IN FROM SWANCC FUND			300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
TOTAL REVENUES			10,837,441	8,062,168	8,373,000	8,383,900	7,884,000	7,846,000	8,002,000	8,159,000	8,318,000

EXPENDITURES

BUILDING & LAND

Overhead Door Replacement	(1)	BL-90-04	20,871	17,554	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Public Works Annex Improvements	(2)	BL-93-02	11,814	10,001	10,000	10,000	10,000	10,000	24,000	10,000	10,000
Building Equipment Replacement		BL-95-04	12,643	24,769	68,000	68,000	41,300	30,000	27,900	77,500	30,000
Municipal Buildings Refurbishing		BL-95-05	16,560	36,339	169,900	205,488	40,000	20,000	271,400	178,200	40,000
Roof Maintenance Program	(3)	BL-95-06	332,753	4,785	253,300	253,327	0	0	0	0	0
Heating Plant/Air Conditioner Replacement		BL-96-01	61,551	27,251	92,000	92,000	23,000	23,000	42,000	130,000	45,000
Ongoing Maintenance to Brick Exteriors	(4)	BL-96-03	11,771	8,150	50,000	30,000	40,000	30,000	30,000	30,000	30,000
Historical Society Museum - Building Repairs		BL-96-04	3,444	80,336	50,000	50,000	50,000	50,500	25,000	25,000	25,000
Teen Center - Property Valuation		BL-03-01	0	3,300	0	0	0	0	0	0	0
PW Various Buildings		BL-16-30	53,141	0	0	0	0	0	0	0	0
LED Village Hall Clock Tower Lighting		BL-19-01	0	0	17,500	19,000	0	0	0	0	0
Electric Vehicle Charging Stations, Vail		BL-20-01	0	0	0	0	30,000	0	0	0	0
SUBTOTAL - BLDG & LAND			524,548	212,485	730,700	747,815	254,300	183,500	440,300	470,700	200,000

EQUIPMENT

Operational Equipment - Public Works	(5)	EQ-94-01	112,931	102,388	103,700	103,680	76,800	49,700	38,400	50,000	50,000
Operational Equipment - Police Department	(6)	EQ-95-01	40,620	86,255	95,700	95,735	59,000	46,000	46,000	46,000	47,000
Operational Equipment - Fire Department		EQ-95-02	336,400	168,397	483,600	483,642	235,000	81,000	112,000	101,000	100,000
Office Equipment		EQ-95-03	4,422	54,377	69,200	70,625	103,000	30,000	45,000	55,000	30,000
Operational Equipment - Municipal Fleet Services		EQ-97-01	14,586	11,437	60,800	60,835	47,500	43,200	38,200	3,500	40,000
Operational Equipment - Information Technology		EQ-01-03	103,546	85,760	133,000	133,000	120,000	104,500	104,500	119,500	104,500
Operational Equipment - Engineering Department		EQ-01-04	2,309	7,212	0	0	0	0	0	0	0
Patrol Vehicle Equipment Replacement Program		EQ-08-03	41,766	40,165	80,900	80,897	75,000	50,000	50,000	50,000	50,000
Cable Access Broadcast & Video Streaming		EQ-16-07	18,006	0	4,100	0	0	0	0	0	0
Asset Based Work Management System	(7)	EQ-16-15	59,400	0	0	0	0	0	0	0	0
SUBTOTAL - EQUIPMENT			733,986	555,991	1,031,000	1,028,414	716,300	404,400	434,100	425,000	421,500

SIGNALS

Traffic Signal Imprv at Northwest Hwy/Wilke	(8)	SG-08-02	287,582	0	70,600	70,600	0	0	0	0	0
Dundee Rd/Kennicott Ave Pedestrian Actuation		SG-14-05	0	0	56,900	56,900	0	0	0	0	0
Traffic Signal Pedestrian Upgrade - Central at Arthur		SG-14-10	0	0	52,300	52,300	0	0	0	0	0
Traffic Signals LED Upgrade		SG-14-15	7,302	0	17,000	17,000	0	0	0	0	0
Algonquin and New Wilke Intersection Improvement		SG-17-01	0	0	200,000	200,000	0	0	0	0	0
Pedestrian/ Bicycle Crossing - Lake Cook/ Wilke Rd		SG-18-01	0	0	50,000	50,000	0	0	0	0	0
SUBTOTAL - SIGNALS			294,884	0	446,800	446,800	0	0	0	0	0

CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
STREETS											
Street Program		ST-90-08	5,706,812	5,452,653	6,587,400	6,587,437	6,157,200	6,300,000	6,400,000	6,500,000	6,600,000
Sidewalk & Curb Replacement		ST-90-11	7,000	384,200	385,800	385,800	395,000	405,000	415,000	425,000	435,000
Pavement Crack Sealing Program		ST-92-01	124,999	150,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Street Light Cable Replacement		ST-00-01	9,982	8,343	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Gateway Signs & Beautification		ST-01-01	9,973	2,889	0	0	0	0	0	0	0
Paver Brick Maintenance		ST-05-01	2,600	8,900	885,300	885,254	412,000	412,000	75,000	75,000	75,000
Northwest Hwy/Davis Street/Arthur Avenue		ST-05-03	0	0	338,500	338,500	0	0	0	0	0
Downtown Street Furniture		ST-14-01	14,354	13,191	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Downtown Streetscape Improvements		ST-15-35	17,862	6,855	205,000	205,000	200,000	0	0	0	0
Northwest Hwy (Rt. 14) Corridor Landscaping Impr		ST-16-20	22,893	37,656	63,700	63,718	101,000	75,000	77,000	0	0
Davis/Sigwalt Streets Fencing/Landscape Upgrade		ST-17-02	0	68,875	20,000	19,968	14,900	0	0	0	0
South Arlington Heights Road Beautification		ST-17-12	9,029	0	0	0	0	0	0	0	0
Rand Road Corridor Identification Enhancement	(9)	ST-17-20	993	814	254,900	254,911	230,000	248,800	43,000	0	0
Downtown Light Ceiling	(10)	ST-17-26	0	70,072	20,200	20,225	0	0	0	0	0
Kensington Road & Multi Use Path Improvements		ST-18-01	0	0	300,000	300,000	0	0	0	0	0
Surface Treatment - Streets (NEW)		ST-18-02	0	116,813	150,000	150,000	150,000	150,000	150,000	150,000	150,000
LED Street Light Conversions		ST-19-01	0	0	64,000	64,000	64,000	64,000	64,000	64,000	64,000
South Arlington Heights Road Corridor	(11)	ST-19-03	0	0	200,000	200,000	0	0	0	0	0
Bike Plan/Bike Route Pavement Marking		ST-19-04	0	0	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Vail Ave Permeable Paver / Ped. Mall Prelim. Eng.		ST-20-01	0	0	0	0	6,000	0	0	0	0
SUBTOTAL - STREETS			5,926,497	6,321,261	9,714,800	9,714,813	7,970,100	7,894,800	7,464,000	7,454,000	7,564,000
TOTAL CAPITAL EXPENDITURES			7,479,915	7,089,737	11,923,300	11,937,842	8,940,700	8,482,700	8,338,400	8,349,700	8,185,500
Lobbyist	LB-19-01		0	0	36,000	36,000	0	0	0	0	36,000
OPERATING TRANSFER OUT TO CDBG			0	0	0	0	42,800	0	0	0	0
OPERATING CONTINGENCY			0	0	0	145,047	200,000	0	0	0	0
TOTAL EXPENDITURES			7,479,915	7,089,737	11,959,300	12,118,889	9,183,500	8,482,700	8,338,400	8,349,700	8,221,500
BEGINNING FUND BALANCE			6,365,138	9,722,664	10,695,095	10,695,095	7,108,795	5,809,295	5,172,595	4,836,195	4,645,495
REVENUES OVER (UNDER) EXPENDITURES			3,357,526	972,431	(3,586,300)	(3,734,989)	(1,299,500)	(636,700)	(336,400)	(190,700)	96,500
ENDING FUND BALANCE			9,722,664	10,695,095	7,108,795	6,960,106	5,809,295	5,172,595	4,836,195	4,645,495	4,741,995
Fund Balance as a Percent of Expenditures							63%	61%	58%	56%	58%

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 TIF V 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 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-0000-401.05-00	Real Estate Tax	5,170,131	5,242,639	5,400,000	5,400,000	5,500,000	100,000	1.9%
	Real Estate Taxes	5,170,131	5,242,639	5,400,000	5,400,000	5,500,000	100,000	1.9%
401-0000-402.30-00	Sales Tax Home Rule	1,667,193	1,788,863	1,793,000	1,803,900	1,829,000	25,100	1.4%
	Business Taxes	1,667,193	1,788,863	1,793,000	1,803,900	1,829,000	25,100	1.4%
401-0000-411.70-00	Other Grants	816,499	42,663	0	0	0	0	N/A
	Intergovernmental	816,499	42,663	0	0	0	0	N/A
401-0000-451.25-00	Service Charge Spec Asses	2,756	4,341	0	0	0	0	N/A
	Charges for Services	2,756	4,341	0	0	0	0	N/A
401-0000-461.02-00	Interest on Investments	48,721	124,445	80,000	80,000	80,000	0	0.0%
401-0000-462.10-00	Market Value Adjustments	16,471	55,737	0	0	0	0	N/A
	Interest Income	65,192	180,182	80,000	80,000	80,000	0	0.0%
401-0000-472.24-00	Sale of Equipment	10,922	0	0	0	0	0	N/A
401-0000-472.42-00	Reimbursed Activity	1,204	1,606	0	0	0	0	N/A
	Sales & Rents	12,126	1,606	0	0	0	0	N/A
401-0000-489.87-00	Developer Contributions	0	15,425	0	0	0	0	N/A
401-0000-489.90-00	Other Income	58,014	418,509	0	0	175,000	175,000	N/A
401-0000-489.92-00	Bond Forfeitures	48,113	67,940	0	0	0	0	N/A
	Other	106,127	501,874	0	0	175,000	175,000	N/A
401-0000-491.05-00	Operating Transfer In	2,997,417	300,000	1,100,000	1,100,000	300,000	(800,000)	(72.7%)
	Other Financing Sources	2,997,417	300,000	1,100,000	1,100,000	300,000	(800,000)	(72.7%)
	Total Capital Projects Fund	10,837,441	8,062,168	8,373,000	8,383,900	7,884,000	(499,900)	(6.0%)

CAPITAL PROJECTS FUND

EXPENDITURES

Integrated Services

0201

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-0201-572.20-05	Professional Services	0	0	36,000	36,000	0	(36,000)	(100.0%)
	Contractual Services	0	0	36,000	36,000	0	(36,000)	(100.0%)
401-0201-572.50-10	Office Equipment	0	0	7,000	7,000	0	(7,000)	(100.0%)
401-0201-572.50-15	Other Equipment	0	24,721	0	0	0	0	N/A
	Capital Outlay	0	24,721	7,000	7,000	0	0	(100.0%)
	Total Village Manager	0	24,721	43,000	43,000	0	0	(100.0%)

Human Resources

0301

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-0301-572.50-10	Office Equipment	0	5,140	0	0	0	0	N/A
	Capital Outlay	0	5,140	0	0	0	0	N/A
	Total Human Resources	0	5,140	0	0	0	0	N/A

Legal

0401

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-0401-572.50-10	Office Equipment	0	0	0	0	5,000	5,000	N/A
	Capital Outlay	0	0	0	0	5,000	5,000	N/A
	Total Legal	0	0	0	0	5,000	5,000	N/A

Finance

0501

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-0501-572.50-10	Office Equipment	0	9,929	0	0	0	0	N/A
	Capital Outlay	0	9,929	0	0	0	0	N/A
	Total Finance	0	9,929	0	0	0	0	N/A

CAPITAL PROJECTS FUND

EXPENDITURES

IT

0601

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-0601-572.50-15	Other Equipment	121,552	85,760	137,100	133,000	120,000	(13,000)	(9.8%)
	Capital Outlay	121,552	85,760	137,100	133,000	120,000	(13,000)	(9.8%)
	Total IT	121,552	85,760	137,100	133,000	120,000	(13,000)	(9.8%)

Police

3001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-3001-572.50-10	Office Equipment	0	0	16,600	18,000	23,000	5,000	27.8%
401-3001-572.50-15	Other Equipment	82,386	126,421	176,600	176,632	134,000	(42,632)	(24.1%)
	Capital Outlay	82,386	126,421	193,200	194,632	157,000	(37,632)	(19.3%)
	Total Police	82,386	126,421	193,200	194,632	157,000	(37,632)	(19.3%)

Fire

3501

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-3501-572.50-10	Office Equipment	0	7,194	26,900	26,930	65,000	38,070	141.4%
401-3501-572.50-15	Other Equipment	336,400	168,397	483,600	483,642	235,000	(248,642)	(51.4%)
	Capital Outlay	336,400	175,591	510,500	510,572	300,000	(210,572)	(41.2%)
	Total Fire	336,400	175,591	510,500	510,572	300,000	(210,572)	(41.2%)

Planning

4001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-4001-572.50-20	Building Improvements	0	0	0	0	30,000	30,000	N/A
401-4001-571.50-30	Road Projects	37,857	149,505	700,100	700,104	450,900	(249,204)	(35.6%)
	Capital Outlay	37,857	149,505	700,100	700,104	480,900	(219,204)	(31.3%)
	Total Planning	37,857	149,505	700,100	700,104	480,900	(219,204)	(31.3%)

CAPITAL PROJECTS FUND

EXPENDITURES

Building & Life Safety

4501

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-4501-572.50-10	Office Equipment	0	812	11,700	11,695	5,000	(6,695)	(57.2%)
	Capital Outlay	0	812	11,700	11,695	5,000	(6,695)	(57.2%)
	Total Building Services	0	812	11,700	11,695	5,000	(6,695)	(57.2%)

Health Services

7001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-7001-572.50-10	Office Equipment	4,422	2,570	0	0	5,000	5,000	N/A
	Capital Outlay	4,422	2,570	0	0	5,000	5,000	N/A
	Total Health Services	4,422	2,570	0	0	5,000	5,000	N/A

Public Works

7101

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-7101-571.20-05	Professional Services	0	0	13,800	13,800	0	(13,800)	(100.0%)
	Contractual Services	0	0	13,800	13,800	0	(13,800)	(100.0%)
401-7101-571.50-20	Building Improvements	524,548	212,485	730,700	747,815	224,300	(523,515)	(70.0%)
401-7101-571.50-30	Road Projects	6,051,525	5,637,557	8,861,900	8,861,909	6,924,200	(1,937,709)	(21.9%)
401-7101-571.50-40	Pavement Crack Seal Project	124,999	150,000	200,000	200,000	200,000	0	0.0%
401-7101-571.50-45	Sidewalk Program	7,000	384,200	385,800	385,800	395,000	9,200	2.4%
401-7101-572.50-10	Office Equipment	59,400	4,008	7,000	7,000	0	(7,000)	(100.0%)
401-7101-572.50-15	Other Equipment	115,240	109,601	103,700	103,680	76,800	(26,880)	(25.9%)
	Capital Outlay	6,882,712	6,497,851	10,289,100	10,306,204	7,820,300	(2,461,224)	(24.1%)
	Total Public Works	6,882,712	6,497,851	10,302,900	10,320,004	7,820,300	(2,473,564)	(24.2%)

Municipal Fleet Services

7501

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-7501-572.50-15	Other Equipment	14,586	11,437	60,800	60,835	47,500	(13,335)	(21.9%)
	Capital Outlay	14,586	11,437	60,800	60,835	47,500	(13,335)	(21.9%)
	Total Municipal Fleet Serv	14,586	11,437	60,800	60,835	47,500	(13,335)	(21.9%)

CAPITAL PROJECTS FUND

EXPENDITURES

Non-Operating 9901

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
401-9901-571.40-96	Operating Contingency	0	0	0	145,047	200,000	54,953	37.9%
	Other Charges	0	0	0	145,047	200,000	54,953	37.9%
401-9901-591.90-05	Operating Transfer Out	0	0	0	0	42,800	42,800	N/A
	Other Financing Uses	0	0	0	0	42,800	42,800	N/A
	Total Non-Operating	0	0	0	145,047	242,800	97,753	67.4%
	Total Capital Projects Fund	7,479,915	7,089,737	11,959,300	12,118,889	9,183,500	(2,901,782)	(24.2%)

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

INTEGRATED SERVICES

4501

Account Number	Account Title	Description	Budget 2019	Budget 2020
CAPITAL OUTLAY:				
401-0201.572.20-05	Professional Services	Lobbying Expenses (LB1901)	36,000	0
401-0201-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		Replacement Copier	7,000	0
		TOTAL CAPITAL OUTLAY	43,000	0
		TOTAL INTEGRATED SERVICES	43,000	0

LEGAL

0401

Account Number	Account Title	Description	Budget 2019	Budget 2020
CAPITAL OUTLAY:				
401-0401-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		Replacement Copier	0	5,000
		TOTAL CAPITAL OUTLAY	0	5,000
		TOTAL LEGAL	0	5,000

INFORMATION TECHNOLOGY (IT)

0601

Account Number	Account Title	Description	Budget 2019	Budget 2020
CAPITAL OUTLAY:				
401-0601-572.50-15	Other Equipment	IT Operational Equipment (EQ0103)		
		Software Licensing (Microsoft)	68,000	80,000
		Router/Switch Upgrades	30,000	25,000
		Security Systems Network / Update	15,000	15,000
		Laserfiche Software Licensing and Consulting	20,000	0
		TOTAL CAPITAL OUTLAY	133,000	120,000
		TOTAL IT	133,000	120,000

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

POLICE

3001

Account Number	Account Title	Description	Budget 2019		Budget 2020	
CAPITAL OUTLAY:						
401-3001-572.50-10	Office Equipment	Office Equipment (EQ9503) Police Office Furniture Update		18,000		23,000
401-3001-572.50-15	Other Equipment	Police Operational Equipment (EQ9501) Motorola Replacement Radios	27,000		27,000	
		Radars	6,000		13,000	
		Weapons Replacement	8,000		8,000	
		Laptop Computers	3,000		5,000	
		Automated External Defibrillators (19)	27,000		0	
		Crash Data Retrieve Kit Upgrade	3,700		0	
		Ballistic Shields	0		6,000	
		Prior Year Encumbrance Carryover	21,035	95,735	0	59,000
		Patrol Vehicle Equip Repl (EQ0803)	75,000		75,000	
		Prior Year Encumbrance Carryover	5,897	80,897	0	75,000
TOTAL CAPITAL OUTLAY			194,632		157,000	
TOTAL POLICE			194,632		157,000	

FIRE

3501

Account Number	Account Title	Description	Budget 2019		Budget 2020	
CAPITAL OUTLAY:						
401-3501-572.50-10	Office Equipment	Office Equipment (EQ9503) Fire Admin Training Room Furniture Sta #2	20,000		0	
		Replacement Copier	0		5,000	
		Fire Kitchen Appliances/Equipment Sta #2	0		60,000	
		Prior Year Encumbrance Carryover	6,930	26,930	0	65,000
401-3501-572.50-15	Other Equipment	Fire Operational Equipment (EQ9502) Defib & Comm Package	38,000		76,000	
		AED Replacements (4)	12,000		12,000	
		Equipment for New Squad (149)	25,000		0	
		Lights & Equipment for Staff Vehicle	7,000		7,000	
		Self Contained Breathing Apparatus (60)				
		**SCBA Total Cost \$461,000	373,000		0	
		Station Alerting (Station 2)	0		70,000	
		Power Cot (Reserve Ambulance)	0		20,000	
		Re-Build Interior of Dive Squad	0		50,000	
		Prior Year Encumbrance Carryover	28,642	483,642	0	235,000
TOTAL CAPITAL OUTLAY			510,572		300,000	
TOTAL FIRE			510,572		300,000	

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2019	Budget 2020
CAPITAL OUTLAY:				
401-4001-571.50-20	Building Improvements	Vail Electric Vehicle Charging Stations (BL2001)	0	30,000
401-4001-571.50-30	Road Projects	Downtown Streetscape Imprv (ST1535)	205,000	200,000
		Rand Road Corridor Identification Enhancement (ST1720)	239,000	230,000
		Prior Year Encumbrance Carryover	15,911	0
		Downtown Light Ceiling (ST1726)	4,400	0
		Prior Year Encumbrance Carryover	15,825	0
		Davis/Sigwalt Fence (ST1702)	0	14,900
		Prior Year Encumbrance Carryover	19,968	0
		South AH Rd Corridor Study Implementation (ST1903)	200,000	0
		Vail Ave Permeable Paver / Pedestrian Mall Preliminary Engineering (ST2001)	0 700,104	6,000 450,900
TOTAL CAPITAL OUTLAY			700,104	480,900
TOTAL PLANNING			700,104	480,900

BUILDING & LIFE SAFETY

4501

Account Number	Account Title	Description	Budget 2020	Budget 2020
CAPITAL OUTLAY:				
401-4501-572.50-10	Office Equipment	Office Equipment (EQ9503)	0	5,000
		Replacement Copier	11,695	0
		Prior Year Encumbrance Carryover	11,695	5,000
TOTAL CAPITAL OUTLAY			11,695	5,000
TOTAL BUILDING SERVICES			11,695	5,000

HEALTH SERVICES

7001

Account Number	Account Title	Description	Budget 2019	Budget 2020
CAPITAL OUTLAY:				
401-7001-572.50-10	Office Equipment	Office Equipment (EQ9503)	0	5,000
		Replacement Copier	0	5,000
TOTAL CAPITAL OUTLAY			0	5,000
TOTAL HEALTH SERVICES			0	5,000

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2019		Budget 2020	
CONTRACTUAL SERVICES:						
401-7101-571.20-05	Professional Services	Northwest Hwy/Davis St/Arthur Av (ST0503)		13,800		0
TOTAL CONTRACTUAL SERVICES				13,800		0
CAPITAL OUTLAY:						
401-7101-571.50-20	Building Improvements	Overhead Door Repl/Repair (BL9004)	20,000		20,000	
		Public Works Annex Improv. (BL9302)	10,000		10,000	
		Building Equipment Replacement (BL9504)	68,000		41,300	
		Municipal Buildings Refurbishing (BL9505)	147,553		40,000	
		Prior Year Encumbrance Carryover	57,935		0	
		Roof Maintenance Program (BL9506)	241,800		0	
		Prior Year Encumbrance Carryover	11,527		0	
		Heating Plant/Air Conditioner Repl (BL9601)*	92,000		23,000	
		Ongoing Maint. of Brick Exteriors (BL9603)	30,000		40,000	
		Historical Soc. Building Repairs (BL9604)	50,000		50,000	
		LED Clock Tower Lighting (BL1901)	19,000	747,815	0	224,300
401-7101-571.50-30	Road Projects	Street Resurfacing Program (ST9008)	6,100,000		6,157,200	
		Prior Year Encumbrance Carryover	487,437			
		Street Light Cable Replacement (ST0001)	10,000		10,000	
		Paver Brick Maintenance (ST0501)	807,000		412,000	
		Prior Year Encumbrance Carryover	78,254		0	
		Northwest Hwy/Davis St/Arthur Av Intersection Improvements - Village Share Only (ST0503)	324,700		0	
		Downtown Street Furniture (ST1401)	10,000		10,000	
		Kensington Road & Multi-Use Path Improvements (ST1801)	300,000		0	
		Surface Treatments - Streets at Windsor Drive (ST1802)	150,000		150,000	
		LED Street Light Conversions (ST1901)	64,000		64,000	
		Traffic Signal Improvements at Northwest Highway/Wilke Road (SG0802)	70,600		0	
		Dundee Rd / Kennicott Ave - Pedestrian Actuation (SG1405)	56,900		0	
		Traffic Signal Pedestrian Upgrade Central at Arthur (SG1410)	52,300		0	
		Traffic Signals LED Upgrade (SG1415)	17,000		0	
		Algonquin & New Wilke Intersection Improvement (SG1701)	200,000		0	
		Pedestrian/ Bicycle Crossing - Lake Cook / Wilke Road (SG1801)	50,000		0	
		Bike Plan/Bike Route Pavement Markings (ST1904)	20,000		20,000	
		Northwest Highway Landscape (ST1620)	0		101,000	
		Prior Year Encumbrance Carryover	63,718	8,861,909	0	6,924,200

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

PUBLIC WORKS (cont.)

7101

Account Number	Account Title	Description	Budget 2019		Budget 2020	
401-7101-571.50-40	Pavement Crack Sealing	Pavement Crack Sealing Prog (ST9201)	200,000		200,000	
401-7101-571.50-45	Sidewalk Program	Sidewalk & Curb Replacement (ST9011)	385,000		395,000	
		Prior Year Encumbrance Carryover	800	385,800	0	395,000
401-7101-572.50-10	Office Equipment	Office Equipment (EQ9503)				
		New Copier	7,000		0	
401-7101-572.50-15	Other Equipment	PW Operational Equipment (EQ9401)				
		Traffic:				
		Emergency Siren Upgrade	20,000		20,000	
		Street Light Controller	15,000		15,000	
		Countdown LED Timers	12,000		0	
		Cable Locaters (4)	16,000		0	
		Vehicle Detection Upgrades	15,000		15,000	
		Street:				
		Snow Command Upgrades	10,000		0	
		Cold Asphalt Rejuvenator	0		20,000	
		Forestry:				
		Large Chainsaws (3)	3,300		0	
		Small Chainsaws (6)	3,200		0	
		Snow Blowers	0		1,800	
		Engineering:				
		Survey Equipment Upgrade	5,000		0	
		Traffic Counter Upgrades	0		5,000	
		Prior Year Encumbrance Carryover	4,180	103,680	0	76,800
TOTAL CAPITAL OUTLAY			10,306,204		7,820,300	
TOTAL PUBLIC WORKS			10,320,004		7,820,300	

MUNICIPAL FLEET SERVICES

7501

Account Number	Account Title	Description	Budget 2019		Budget 2020	
CAPITAL OUTLAY:						
401-7501-572.50-15	Other Equipment	Municipal Fleet Services Operational Equipment (EQ9701)				
		60,000 lbs Jacks	42,500		42,500	
		A/C Charging Station	3,500		0	
		Diagnostic tools	3,000		3,000	
		Floor Jacks	0		2,000	
		Prior Year Encumbrance Carryover	11,835	60,835	0	47,500
TOTAL CAPITAL OUTLAY			60,835		47,500	
TOTAL MUNICIPAL FLEET SERVICES			60,835		47,500	

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2019	Budget 2020
OTHER CHARGES:				
401-9901-571.40-96	Operating Contingency	Operating Contingency	145,047	200,000
		TOTAL OTHER CHARGES	145,047	200,000
NON-OPERATING:				
401-9901-591.90-05	Operating Transfer Out	Operating Transfer Out	0	42,800
		TOTAL NON-OPERATING	145,047	242,800
		TOTAL CAPITAL PROJECTS FUND	12,118,889	9,183,500

► Fund at a Glance

The Storm Water Control Fund is used to account for the Neighborhood Drainage Improvement program, flood studies and utility modeling, the Storm Water Rehabilitation/Replacement program, and the storm water projects identified in the two flood studies.

- **Neighborhood Drainage Improvements** – This budget provides funds for public drainage improvements allowing new or improved access for residents to Village storm sewers. The program only covers work on public right-of-way with any connections or work on private property being the responsibility of the property owner.
- **Storm Water Rehabilitation/Replacement Program** – The budget includes the fourth year costs of a multi-year program to lightly clean, televise, and analyze the condition of the Village's storm sewer system. This portion of the program will take about eight years to complete, after which the budget for this program will be devoted to storm rehabilitation and replacement work identified by televising the system.
- **Sewer Back-up Rebate Program** – Through this program the Village continues to encourage resident participation in its Overhead Sewer/Backup Control Cost Sharing Program. Overhead Sewer installation isolate private sanitary sewers from our system and provide full protection against basement backups. Rebates are budgeted in the Water and Sewer Fund.
- **Storm Water Control Improvements** – This program was created after the approval the storm water utility fee in 2017. The projects were identified in the two flood studies completed in 2016.

2019 Accomplishments**1. Cypress Detention Basin Improvements**

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

This project is scheduled to be completed in November of 2019.

2. Storm Water Assessment

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

Inspected, televised and cleaned the Village's storm water system to verify its capacity and condition. The results were incorporated into the Village GIS.

This annual project is scheduled to be completed in November 2019.

3. Downtown Sewer Improvements

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

This project is scheduled to be completed in October 2019.

4. Backyard Drainage Program

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

The 2019 program was completed in the fall of 2019. The issues near the intersection of Burton Place and Orchard Street were one of the locations that we were able to completed due to grant funding

5. Request for Proposal for 2020 Storm Water Control Projects

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

The Request for Proposal is scheduled for issuance in November 2019.

2020 Strategic Priorities & Key Projects

1. Hintz Road, West of Arlington Heights Road, Drainage Improvements

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

Improvements to include large storm sewers in the area to reduce street and surface flooding.

Project Leader: Scott Shirley, Director of Public Works

Project Completion: November 2020

2. Greenbrier / Roanoke / Wilke Drainage Improvements

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

This project will provide larger storm sewers and additional storage to reduce the potential for flooding.

Project Leader: Jeff Musinski, Superintendent of Utilities

Project Completion: November 2020

3. Storm Water Assessment

Strategic Priority: #7 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 Leader: Jeff Musinski, Superintendent of Utilities

Project Completion: Ongoing through 2023

4. Backyard Drainage Program

Strategic Priority: #7 Continue Infrastructure Improvement Efforts

Project Leader: Mike Pagones, Village Engineer, and Jim Zaharopoulos, Civil Engineer II

Project Completion: Ongoing

5. Wetland Maintenance

Strategic Priority: #6 Explore New Sustainability Initiatives

This project is a federal mandate and a requirement of the Metropolitan Water Reclamation District of Greater Chicago.

Project Leader: Cris Papierniak, Assistant Director of Public Works

Project Completion: Ongoing

STORM WATER CONTROL FUND

(Continued)

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$0	\$0	\$0	\$1,800,000	\$1,800,000	\$0	0.0%
Service Charges	559,764	1,669,321	1,630,400	1,630,400	1,630,400	0	0.0%
Interest Income	35,588	159,498	59,000	59,000	49,000	(10,000)	(16.9%)
Other	123,729	10,016,967	0	0	0	0	N/A
Total Revenues	\$719,081	\$11,845,786	\$1,689,400	\$3,489,400	\$3,479,400	(\$10,000)	N/A
Interfund Transfers In	3,450,000	0	0	0	500,000	500,000	N/A
Total Revenues and Interfund Transfers In	\$4,169,081	\$11,845,786	\$1,689,400	\$3,489,400	\$3,979,400	\$490,000	14.0%
Expenditures							
Capital Items	\$1,624,924	\$1,442,059	\$9,234,081	\$9,234,081	\$6,635,000	(\$2,599,081)	(28.1%)
Total Expenditures	\$1,624,924	\$1,588,963	\$9,234,081	\$9,234,081	\$6,635,000	(\$2,599,081)	(28.1%)
Interfund Transfers Out	0	735,999	1,191,900	1,191,900	690,300	(501,600)	(42.1%)
Total Expenditures and Interfund Transfers Out	\$1,624,924	\$2,324,962	\$10,425,981	\$10,425,981	\$7,325,300	(\$3,100,681)	(29.7%)
Revenues over (under) Expenditures	\$2,544,157	\$9,520,824	(\$8,736,581)	(\$6,936,581)	(\$3,345,900)	\$3,590,681	(51.8%)
BEGINNING FUND BALANCE	\$2,822,925	5,367,082	14,887,906	14,887,906	6,151,325	(8,736,581)	(58.7%)
ENDING FUND BALANCE	\$5,367,082	\$14,887,906	\$6,151,325	\$7,951,325	\$2,805,425	(\$5,145,900)	(64.7%)

STORM WATER CONTROL FUND (426)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2017	2018	2019	2019	2020	2021	2022	2023	2024
		ACTUAL	ACTUAL	ESTIMATED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES										
STORMWATER UTILITY FEE		559,764	1,669,321	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	1,800,000	0	0	0	0
INTEREST INCOME		35,588	159,498	59,000	59,000	49,000	31,000	19,000	19,000	19,000
OTHER INCOME		123,729	17,649	0	0	0	0	0	0	0
TRANSFER IN FROM WATER & SEWER FUND		0	0	0	0	500,000	0	0	0	0
TRANSFER IN FROM EAB FUND		2,700,000	0	0	0	0	0	0	0	0
TRANSFER IN FROM PUBLIC BUILDING FUND		750,000	0	0	0	0	0	0	0	0
G.O. BOND PROCEEDS		0	9,999,318	0	0	0	0	0	0	0
TOTAL REVENUES		4,169,081	11,845,786	1,689,400	3,489,400	3,979,400	1,661,400	1,649,400	1,649,400	1,649,400
EXPENDITURES										
SEWERS										
Backyard Drainage Improvements	SW-11-02	237,120	295,731	782,195	782,195	500,000	400,000	300,000	300,000	300,000
Storm Sewer Rehab/Replacement Program	SW-15-20	369,199	456,332	835,614	835,614	500,000	500,000	500,000	500,000	500,000
Storm Water Ext Arlington Knolls	SW-16-01	444,994	0	0	0	0	0	0	0	0
Municipal Campus and Downstream Detention	SW-17-06	516,345	233,259	0	0	0	0	0	0	0
Enhanced Overhead Sewer Program	SW-18-01	57,266	241,118	250,000	250,000	250,000	250,000	250,000	135,000	135,000
Cypress Detention Basin	SW-18-02	0	90,304	3,613,260	3,613,260	0	0	0	0	0
Area D - Greenbrier/Roanoke/Wilke	SW-18-03	0	0	0	0	3,100,000	0	0	0	0
Area 4 - Campbell/Sigwalt	SW-18-04	0	125,315	3,753,012	3,753,012	0	0	0	0	0
Area C/NW - Burr Oak/Burning Tree	SW-20-01	0	0	0	0	1,637,000	0	0	0	0
Area C/SE - Hinz Rd west of Arl Hts Rd	SW-20-02	0	0	0	0	648,000	0	0	0	0
St. Ponding Area - Race Ave & Chicago Ave	SW-20-03	0	0	0	0	0	0	0	800,000	0
SUBTOTAL - SEWERS		1,624,924	1,442,059	9,234,081	9,234,081	6,635,000	1,150,000	1,050,000	1,735,000	935,000
OTHER EXPENSE										
Bond Issuance Costs		0	146,904	0	0	0	0	0	0	0
Transfer to Debt Service		0	735,999	691,900	691,900	690,300	692,100	693,300	693,900	690,200
Transfer to Water & Sewer Fund		0	0	500,000	500,000	0	0	0	0	0
SUBTOTAL - Other Expense		0	882,903	1,191,900	1,191,900	690,300	692,100	693,300	693,900	690,200
TOTAL EXPENDITURES		1,624,924	2,324,962	10,425,981	10,425,981	7,325,300	1,842,100	1,743,300	2,428,900	1,625,200
BEGINNING FUND BALANCE										
REVENUES OVER (UNDER) EXPENDITURES		2,822,925	5,367,082	14,887,906	14,887,906	6,151,325	2,805,425	2,624,725	2,530,825	1,751,325
ENDING FUND BALANCE		2,544,157	9,520,824	(8,736,581)	(6,936,581)	(3,345,900)	(180,700)	(93,900)	(779,500)	24,200
		5,367,082	14,887,906	6,151,325	7,951,325	2,805,425	2,624,725	2,530,825	1,751,325	1,775,525

STORM WATER CONTROL FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
426-0000-411.70-00	Other Grants	0	0	0	1,800,000	1,800,000	0	0.0%
	Grants	0	0	0	1,800,000	1,800,000	0	0.0%
426-0000-452.49-00	Utility Fees	559,764	1,669,321	1,630,400	1,630,400	1,630,400	0	0.0%
	Charges for Services	559,764	1,669,321	1,630,400	1,630,400	1,630,400	0	0.0%
426-0000-461.02-00	Interest on Investments	26,820	114,509	37,000	37,000	30,000	(7,000)	(18.9%)
426-0000-462.10-00	Market Value Adjustments	8,768	44,989	22,000	22,000	19,000	(3,000)	(13.6%)
	Interest Income	35,588	159,498	59,000	59,000	49,000	(10,000)	(16.9%)
426-0000-489.90-00	Other Income	123,729	17,649	0	0	0	0	N/A
	Other	123,729	17,649	0	0	0	0	N/A
426-0000-491.05-00	Operating Transfer In	3,450,000	0	0	0	500,000	500,000	N/A
426-0000-491.15-00	Bond Proceeds	0	9,530,000	0	0	0	0	N/A
426-0000-491.16-00	Bond Premium Proceeds	0	469,318	0	0	0	0	N/A
	Other Financing Sources	3,450,000	9,999,318	0	0	500,000	500,000	N/A
	Total Storm Wtr Ctrl Fund	4,169,081	11,845,786	1,689,400	3,489,400	3,979,400	490,000	

STORM WATER CONTROL FUND

EXPENDITURES

Public Works

7101

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
426-7101-571.50-25	Construction in Progress	1,624,924	1,442,059	9,234,081	9,234,081	6,635,000	(2,599,081)	(28.1%)
	Capital Outlay	1,624,924	1,442,059	9,234,081	9,234,081	6,635,000	(2,599,081)	(28.1%)
	Total Public Works	1,624,924	1,442,059	9,234,081	9,234,081	6,635,000	(2,599,081)	(28.1%)

Non-Operating

9901

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
426-9556-583.20-06	Bond Issuance Costs	0	146,904	0	0	0	0	N/A
426-9901-591.90-05	Operating Transfer Out	0	735,999	1,191,900	1,191,900	690,300	(501,600)	(42.1%)
	Other Financing Uses	0	882,903	1,191,900	1,191,900	690,300	(501,600)	(42.1%)
	Total Non-Operating	0	882,903	1,191,900	1,191,900	690,300	(501,600)	(42.1%)
	Total Storm Wtr Ctrl Fund	1,624,924	2,324,962	10,425,981	10,425,981	7,325,300	(3,100,681)	(29.7%)

STORM WATER CONTROL FUND

EXPENDITURE DETAIL

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2019		Budget 2020	
CAPITAL OUTLAY:						
426-7101-571.50-25	Construction in Progress	Backyard Drainage Imprv (SW1102)	757,667		500,000	
		Prior Year Encumbrance Carryover	24,528	782,195	0	500,000
		Storm Water Rehabilitation/ Replacement Program (SW1520)	500,000		500,000	
		Prior Year Encumbrance Carryover	335,614	835,614	0	500,000
		Enhanced Overhead Sewer Program (SW1801)		250,000		250,000
		Cypress Detention Basin / Lift Station (SW1802)	3,180,000		0	
		Prior Year Encumbrance Carryover	433,260	3,613,260	0	0
		Area D - Geenbrier / Roanoke / Wilke (SW1803)		0		3,100,000
		Area 4 - Campbell / Sigwalt (SW1804)	3,733,578		0	
		Prior Year Encumbrance Carryover	19,434	3,753,012	0	0
		Area C/NW - Burr Oak / Burning Tree (SW2001)		0		1,637,000
		Area C/SE - Hintz Rd / W of Arlington Heights Rd (SW2002)		0		648,000
TOTAL CAPITAL OUTLAY			9,234,081		6,635,000	
TOTAL PUBLIC WORKS			9,234,081		6,635,000	

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2019	Budget 2020
NON-OPERATING:				
426-9901-591.90-05	Operating Transfer Out	Transfer to Debt Service Fund	691,900	690,300
		Transfer to Water & Sewer Fund	500,000	0
		TOTAL NON-OPERATING	1,191,900	690,300
		TOTAL STORM WTR CTRL FUND	10,425,981	7,325,300

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 began in late May 2017 and was completed in the fall of 2018. An architectural review is scheduled in 2020 for the Senior Center.

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Interest Income	256,242	270,840	8,900	0	0	0	N/A
Other	0	0	0	0	0	0	N/A
Total Revenues	\$256,242	\$270,840	\$8,900	\$0	\$0	\$0	N/A
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$256,242	\$270,840	\$8,900	\$0	\$0	\$0	N/A
Expenditures							
Contractual Services	\$974,033	\$115,575	\$124,000	\$123,967	\$0	(\$123,967)	(100.0%)
Capital Items	7,063,464	23,739,975	787,600	3,144,831	560,000	(2,584,831)	(82.2%)
Total Expenditures	\$8,037,497	\$23,855,550	\$911,600	\$3,268,798	\$560,000	(\$2,708,798)	(82.9%)
Interfund Transfers Out	750,000	0	800,000	800,000	0	(800,000)	(100.0%)
Total Expenditures and Interfund Transfers Out	\$8,787,497	\$23,855,550	\$1,711,600	\$4,068,798	\$560,000	(\$3,508,798)	(86.2%)
Revenues over (under) Expenditures	(\$8,531,255)	(\$23,584,710)	(\$1,702,700)	(\$4,068,798)	(\$560,000)	\$3,508,798	(86.2%)
BEGINNING FUND BALANCE	\$35,819,516	27,288,261	3,703,551	3,703,551	2,000,851	(1,702,700)	(46.0%)
ENDING FUND BALANCE	\$27,288,261	\$3,703,551	\$2,000,851	(\$365,247)	\$1,440,851	\$1,806,098	(494.5%)

PUBLIC BUILDING FUND (431)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES										
INTEREST INCOME		256,242	270,840	8,900	0	0	0	0	0	0
TOTAL REVENUES		<u>256,242</u>	<u>270,840</u>	<u>8,900</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES										
BUILDING/LAND										
Police Building Maintenance	BL-10-04	14,992	0	0	0	0	0	0	0	0
Other Building Costs	BL-11-10	709,104	368,691	48,200	46,975	0	0	0	0	0
Bond Issuance Cost		0	0	0	0	0	0	0	0	0
Police Station										
Architect	BL-16-01	974,033	115,575	124,000	123,967	0	0	0	0	0
Construction/CM Fees	BL-16-10	6,285,225	21,687,068	12,700	2,549,292	0	0	0	0	0
Contingency	BL-16-20	0	59,723	440,300	500,000	500,000	0	0	0	0
Senior Center Study	BL-20-02	0	0	0	0	60,000	0	0	0	0
SUBTOTAL - BUILDINGS/LAND		<u>7,983,354</u>	<u>22,231,057</u>	<u>625,200</u>	<u>3,220,234</u>	<u>560,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
EQUIPMENT										
FF&E / Security	EQ-16-10	54,143	1,624,493	286,400	48,564	0	0	0	0	0
SUBTOTAL - EQUIPMENT		<u>54,143</u>	<u>1,624,493</u>	<u>286,400</u>	<u>48,564</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
OPERATING TRANSFER OUT TO:										
STORM WATER CONTROL FUND		750,000	0	0	0	0	0	0	0	0
CAPITAL PROJECTS FUND		0	0	800,000	800,000	0	0	0	0	0
TOTAL EXPENDITURES		<u>8,787,497</u>	<u>23,855,550</u>	<u>1,711,600</u>	<u>4,068,798</u>	<u>560,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
BEGINNING FUND BALANCE		35,819,516	27,288,261	3,703,551	3,703,551	2,000,851	1,440,851	1,440,851	1,440,851	1,440,851
REVENUES OVER (UNDER) EXPENDITURES		(8,531,255)	(23,584,710)	(1,702,700)	(4,068,798)	(560,000)	0	0	0	0
ENDING FUND BALANCE		<u>27,288,261</u>	<u>3,703,551</u>	<u>2,000,851</u>	<u>(365,247)</u>	<u>1,440,851</u>	<u>1,440,851</u>	<u>1,440,851</u>	<u>1,440,851</u>	<u>1,440,851</u>

PUBLIC BUILDING FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
431-0000-461.02-00	Interest on Investments	190,189	183,713	8,900	0	0	0	N/A
431-0000-462.10-00	Market Value Adjustments	66,053	87,127	0	0	0	0	N/A
	Interest Income	256,242	270,840	8,900	0	0	0	N/A
	Total Public Building Fund	256,242	270,840	8,900	0	0	0	N/A

EXPENDITURES

Public Works

7101

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
431-7101-571.50-20	Building Improvements	14,992	0	0	0	60,000	60,000	N/A
	Capital Outlay	14,992	0	0	0	60,000	60,000	N/A
	Total Public Works	14,992	0	0	0	60,000	60,000	N/A

Police Station

9013

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
431-9013-571.20-05	Professional Services	974,033	115,575	0	0	0	0	N/A
	Contractual Services	974,033	115,575	0	0	0	0	N/A
431-9013-571.50-15	Equipment	54,143	1,624,493	286,400	48,564	0	(48,564)	(100.0%)
431-9013-571.50-25	Construction In Progress	6,994,329	22,115,482	136,700	2,673,259	0	(2,673,259)	(100.0%)
431-9013-571.50-25	Other Building Cost	0	0	48,200	46,975	0	(46,975)	(100.0%)
431-9013-571.50-25	Contingency	0	0	440,300	500,000	500,000	0	0.0%
	Capital Outlay	7,048,472	23,739,975	911,600	3,268,798	500,000	(2,768,798)	(84.7%)
	Total Police Station	8,022,505	23,855,550	911,600	3,268,798	500,000	(2,768,798)	(84.7%)

Non-Operating

9901

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
431-9901-591.90-05	Operating Transfer Out	750,000	0	800,000	800,000	0	(800,000)	(100.0%)
	Other Financing Uses	750,000	0	800,000	800,000	0	(800,000)	(100.0%)
	Total Non-Operating	750,000	0	800,000	800,000	0	(800,000)	(100.0%)
	Total Public Building Fund	8,787,497	23,855,550	1,711,600	4,068,798	560,000	(3,508,798)	(86.2%)

PUBLIC BUILDING FUND

EXPENDITURE DETAIL

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
431-7101-571.50-20	Building Improvements	Senior Center Study (BL2002)	0	60,000
		TOTAL CAPITAL OUTLAY	<u>0</u>	<u>60,000</u>
		TOTAL PUBLIC WORKS	<u>0</u>	<u>60,000</u>

POLICE STATION

9013

Account Number	Account Title	Description	Budget 2019	Budget 2020
CAPITAL OUTLAY:				
431-9013-571.50-15	Other Equipment	New Police Facility FF&E (EQ1610)	0	0
		Prior Year Encumbrance Carryover	48,564	48,564
431-9013-571.50-25	Construction In Progress	Contingency (BL1620)	500,000	500,000
		Police Facility (BL1601)	0	0
		Prior Year Encumbrance Carryover	123,967	123,967
		Police Facility CIP (BL1610)	0	0
		Prior Year Encumbrance Carryover	2,549,292	2,549,292
		Temp Police Facility (BL1110)	0	0
		Prior Year Encumbrance Carryover	46,975	46,975
		TOTAL POLICE STATION	<u>3,268,798</u>	<u>500,000</u>

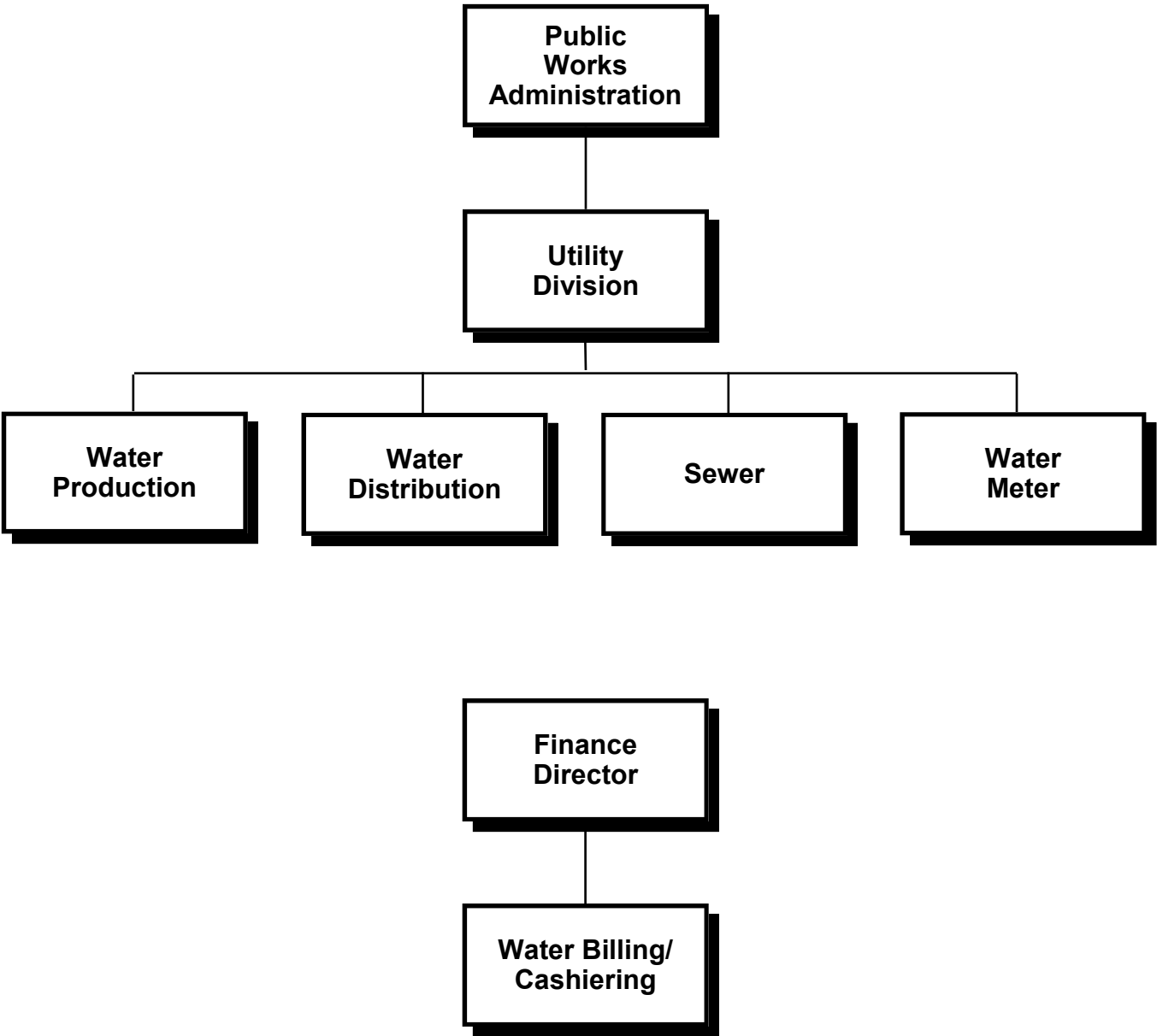
NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2019	Budget 2020
NON-OPERATING:				
431-9901-591.90-05	Operating Transfer Out	Transfer to Capital Projects Fund 401	800,000	0
		TOTAL NON-OPERATING	<u>800,000</u>	<u>0</u>
		TOTAL PUBLIC BUILDING FUND	<u>4,068,798</u>	<u>560,000</u>

WATER & SEWER FUND

ORGANIZATION STRUCTURE



► Fund at a Glance

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

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

The operational units within the Utilities Division are as follows:

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

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

Water Production Unit – This unit is responsible for the operation and maintenance of six deep wells, ten storage reservoirs, four booster pumping stations, six sanitary sewer lift stations and five storm water pump stations. An average of 7.4 million gallons of water per day is pumped into the distribution system.

Water Distribution Unit – This unit is responsible for the operation and maintenance of 260 miles of water main ranging in size from four inches to thirty inches in diameter, 3318 VAHPW maintained hydrants and auxiliary valves, 846 privately maintained hydrants and auxiliary valves, 21,300 individual water services and repairing an average of 225 water main breaks or leaks each year. The unit also provides assistance in snow and ice control operations and other emergencies.

Sewer Unit – This unit is responsible for the operation and maintenance of 255 miles of sanitary and combined sewer mains, 213 miles of storm sewer, 56 detention basins, 6,020 catch basins and 8,880 manholes. Sewer flushing and root cutting operations are performed on approximately 325,000 lineal feet of sewers each year and 2,900 catch basins are cleaned annually. This unit also provides assistance in snow and ice control operations and other emergencies.

Water Meter Unit – This unit is responsible for the repair and maintenance of all residential and commercial water meters. This unit also oversees Village-wide contracts for backflow preventer testing and larger commercial meter testing and repair.

Performance Measures

	2016	2017	2018
1. Water Distribution			
(a) Main breaks	275	242	244
(b) Service repairs	519	510	556
(c) Utility locates	16,254	14,842	19,794

WATER & SEWER FUND

(Continued)

Performance Measures (cont.)

	2016	2017	2018
2. Water Production			
(a) Off-hour service calls (duty man callouts)	874	884	941
(b) Phone systems (buildings / voice mail / cell)	148	196	1,138
(c) Security systems (SCADA / key scan / camera)	42	269	174
(d) Water system repairs (valves / pumps / starts)	181	199	260
(e) Water samples collected	1,429	1,567	1,855
(f) Emergency generators (exercise / clean / repair / maint.)	1,300	1,299	1,193
3. Sewer			
(a) Root cutting (linear feet)			
• Sanitary	272,882	261,883	179,363
• Storm	3,201	76,613	6,523
(b) Flushing (linear feet)			
• Sanitary	4,511	18,659	50,787
• Storm	76,639	19,505	2,671
(c) Televising (linear feet)			
• Sanitary	516	14,081	10,855
• Storm	335	150	218
(d) Catch basin repair	44	79	57
(e) Catch basin cleaning	143	241	277
(f) Utility locates	16,437	15,884	14,546
(g) Sewer lining (linear feet)	10,555	10,887	13,838
4. Water Billing Activity			
# of Metered Accounts	21,044	21,080	21,112
Water Consumption Billed (1,000 gallons)			
Residential	1,512,279	1,449,867	1,409,317
Commercial	420,211	323,256	236,518
Industrial	314,838	294,961	302,563
Apartments*	52,534	155,961	289,940
Total Consumption Billed	2,299,862	2,274,045	2,238,338
Water / Sewer Revenues	\$16,017,792	\$16,560,185	\$17,004,943
5. Water Meter Services			
Final reads	1,466	1,357	1,313
Miscellaneous reads	2,124	2,889	3,567
Commercial reads	13,583	13,896	13,907
Residential reads	114,678	111,684	111,690
Meter repairs	849	882	480
High bill work orders	670	908	664
Low consumption work orders	674	782	571
Appointments	476	651	520

*Apartment consumption billed increased significantly in 2017 after the storm water fee was implemented due to a change in classifications.

WATER & SEWER FUND

(Continued)

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Service Charges	\$17,749,494	\$18,199,275	\$19,816,300	\$20,340,000	\$21,405,200	\$1,065,200	5.2%
Interest Income	8,931	22,924	20,000	6,500	20,000	13,500	207.7%
Sales/Reimbursable/Rents	104,740	118,586	98,000	87,000	98,000	11,000	12.6%
Other	1,010,334	1,147,021	20,000	15,000	8,520,000	8,505,000	56700.0%
Total Revenues	\$18,873,499	\$19,487,806	\$19,954,300	\$20,448,500	\$30,043,200	\$9,594,700	46.9%
Interfund Transfers In	0	0	500,000	500,000	0	(500,000)	(100.0%)
Total Revenues and Interfund Transfers In	\$18,873,499	\$19,487,806	\$20,454,300	\$20,948,500	\$30,043,200	\$9,094,700	43.4%
Expenditures							
Personal Services	\$6,073,505	\$6,319,648	\$6,465,300	\$6,650,500	\$7,014,800	\$364,300	5.5%
Contractual Services	5,715,480	6,128,213	6,471,400	6,472,480	6,679,700	207,220	3.2%
Commodities	629,411	601,835	753,300	754,500	759,500	5,000	0.7%
Other Charges	1,735,972	1,786,592	2,025,700	2,025,700	2,008,400	(17,300)	(0.9%)
Capital Items	3,940,397	2,760,397	6,774,700	6,935,914	6,797,600	(138,314)	(2.0%)
Total Expenditures	\$18,094,765	\$17,596,685	\$22,490,400	\$22,839,094	\$23,260,000	\$420,906	1.8%
Interfund Transfers Out	0	0	0	0	500,000	500,000	N/A
Total Expenditures and Interfund Transfers Out	\$18,094,765	\$17,596,685	\$22,490,400	\$22,839,094	\$23,760,000	\$920,906	4.0%
Revenues over (under) Expenditures	\$778,734	\$1,891,121	(\$2,036,100)	(\$1,890,594)	\$6,283,200	\$8,173,794	(432.3%)
BEGINNING WORKING CASH	1,948,869	2,727,603	4,618,724	4,618,724	2,582,624	(2,036,100)	(44.1%)
ENDING WORKING CASH	\$2,727,603	\$4,618,724	\$2,582,624	\$2,728,130	\$8,865,824	\$6,137,694	225.0%

WATER & SEWER FUND (505)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES											
WATER SALES			13,146,983	13,489,654	14,856,800	15,336,000	16,119,600	16,925,600	17,771,900	18,660,500	19,593,500
SEWER CHARGE			3,413,202	3,515,289	3,836,300	3,960,000	4,162,400	4,370,500	4,589,000	4,818,500	5,059,400
SERVICE CHARGE			782,205	784,433	780,000	760,000	780,000	780,000	780,000	780,000	780,000
OTHER CHARGES & FEES			407,104	409,899	343,200	284,000	343,200	343,200	343,200	343,200	343,200
INTEREST INCOME			8,931	22,924	20,000	6,500	20,000	20,000	20,000	20,000	20,000
SALES/REIMB./RENTS			104,740	118,586	98,000	87,000	98,000	98,000	98,000	98,000	98,000
OTHER			19,090	255,666	20,000	15,000	20,000	20,000	20,000	20,000	20,000
G.O. BOND PROCEEDS			0	0	0	0	8,500,000	0	0	0	0
OPERATING TRANSFER IN			0	233,736	500,000	500,000	0	0	0	0	0
NWWC REVENUE			991,244	657,619	0	0	0	0	0	0	0
TOTAL REVENUES			18,873,499	19,487,806	20,454,300	20,948,500	30,043,200	22,557,300	23,622,100	24,740,200	25,914,100
EXPENDITURES											
OPERATING EXPENDITURES											
Personal Services			6,073,505	6,319,648	6,465,300	6,650,500	7,014,800	7,190,200	7,370,000	7,554,300	7,743,200
Contractual Services			2,282,587	2,451,913	2,545,400	2,546,480	2,655,500	2,682,100	2,708,900	2,736,000	2,763,400
Northwest Water Commission			3,432,893	3,676,300	3,926,000	3,926,000	4,024,200	4,104,700	4,186,800	4,270,500	4,355,900
Commodities			629,411	601,835	753,300	754,500	759,500	767,100	774,800	782,500	790,300
Other Charges			1,735,972	1,786,592	1,731,900	1,731,900	1,783,400	1,801,200	1,819,200	1,837,400	1,855,800
SUBTOTAL - OPERATING EXPENDITURES			14,154,368	14,836,288	15,421,900	15,609,380	16,237,400	16,545,300	16,859,700	17,180,700	17,508,600
BUILDING & LAND											
Public Works Annex Improvements	(1)	BL-93-02	10,036	18,374	20,000	20,000	20,000	20,000	19,000	19,000	19,000
Roof Maintenance Program	(2)	BL-95-06	0	0	0	161,200	197,800	600,000	500,000	175,000	0
Overhead Door Replacement		BL-90-04	0	0	0	0	10,000	10,000	10,000	10,000	10,000
IRMA Compliance Upgrades		BL-19-02	0	0	39,800	39,800	16,400	16,400	16,400	16,400	10,400
SUBTOTAL - BUILDING & LAND			10,036	18,374	59,800	221,000	244,200	646,400	545,400	220,400	39,400
EQUIPMENT											
Operational Equipment - Public Works	(3)	EQ-94-01	198,907	101,686	219,500	219,532	127,000	147,000	108,000	127,000	100,000
Office Equipment		EQ-95-03	2,135	8,304	21,600	21,575	15,000	15,000	15,000	15,000	15,000
Emergency Generator Upgrades/Replacement		EQ-99-02	581,178	78,214	879,500	879,500	10,000	922,400	0	521,900	0
SCADA Enhancements		EQ-15-25	9,134	12,844	103,600	103,608	60,000	61,500	63,300	65,200	30,000
Pumps & Motor Controls Rehab/Replacement		EQ-15-30	3,980	120,011	139,500	139,529	141,400	106,000	64,600	94,600	90,000
Asset Based Work Management System	(4)	EQ-16-15	46,767	2,079	0	0	0	0	0	0	0
SUBTOTAL - EQUIPMENT			842,101	323,138	1,363,700	1,363,744	353,400	1,251,900	250,900	823,700	235,000
SEWER											
Sewer Rehab/Replacement Program		SW-90-01	327,035	390,226	400,000	400,000	425,000	450,000	475,000	475,000	475,000
Manhole Rehabilitation		SW-20-04	0	0	0	0	0	0	0	25,000	50,000
SUBTOTAL - SEWER			327,035	390,226	400,000	400,000	425,000	450,000	475,000	500,000	525,000
WATER											
Watermain Replacement Program		WA-90-01	1,504,566	1,979,247	3,494,300	3,494,270	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000
Automatic Meter Reading System		WA-03-02	0	0	0	0	400,000	1,037,300	1,050,000	1,050,000	1,050,000
Water Tank Repainting		WA-11-01	997,569	49,412	1,456,900	1,456,900	875,000	1,036,400	525,000	563,000	1,500,000
Deep Well Rehabilitation		WA-11-02	259,090	0	0	0	0	0	0	15,000	15,000
SUBTOTAL - WATER			2,761,225	2,028,659	4,951,200	4,951,170	5,775,000	6,573,700	6,075,000	6,128,000	7,065,000
TOTAL CAPITAL EXPENDITURES											
			3,940,397	2,760,397	6,774,700	6,935,914	6,797,600	8,922,000	7,346,300	7,672,100	7,864,400
TRANSFER TO STORM WATER CTRL											
			0	0	0	0	500,000	0	0	0	0
OPERATING CONTINGENCY											
			0	0	293,800	293,800	225,000	0	0	0	0
TOTAL EXPENDITURES											
			18,094,765	17,596,685	22,490,400	22,839,094	23,760,000	25,467,300	24,206,000	24,852,800	25,373,000
BEGINNING WORKING CASH											
			1,948,869	2,727,603	4,618,724	4,618,724	2,582,624	8,865,824	5,955,824	5,371,924	5,259,324
REVENUES OVER (UNDER) EXPENDS.											
			778,734	1,891,121	(2,036,100)	(1,890,594)	6,283,200	(2,910,000)	(583,900)	(112,600)	541,100
ENDING WORKING CASH											
			2,727,603	4,618,724	2,582,624	2,728,130	8,865,824	5,955,824	5,371,924	5,259,324	5,800,424
Working Cash as % of Expenditures											
			15%	26%	11%		37%	23%	22%	21%	23%

PROJECTS WITH SECOND FUND SOURCE

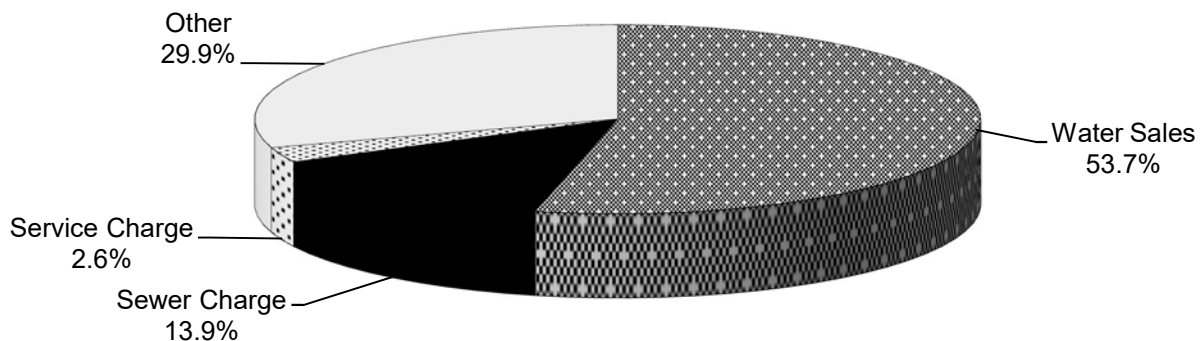
Public Works Annex Improvements	(1)	BL-93-02	Ongoing program partially funded with Capital Project Fund revenue.
Roof Maintenance Program	(2)	BL-95-06	Ongoing program partially funded with Capital Project Fund revenue.
Operational Equipment - Public Works	(3)	EQ-94-01	Ongoing program partially funded 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 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
505-0000-452.42-00	Water Sales	13,146,983	13,489,654	14,856,800	15,336,000	16,119,600	783,600	5.1%
505-0000-452.43-00	Sewer Charge	3,413,202	3,515,289	3,836,300	3,960,000	4,162,400	202,400	5.1%
505-0000-452.44-00	Construction Use Sales	0	0	0	500	0	(500)	(100.0%)
505-0000-452.45-00	Service Charge	782,205	784,433	780,000	760,000	780,000	20,000	2.6%
505-0000-452.46-00	Water Connection Fees	158,797	131,784	100,000	56,000	100,000	44,000	78.6%
505-0000-452.48-00	Sewer Connection Fees	4,750	3,400	3,200	2,500	3,200	700	28.0%
505-0000-452.50-00	Water Capital Fees	39,741	53,789	40,000	35,000	40,000	5,000	14.3%
505-0000-452.52-00	Backflow Testing Fees	88,012	82,111	90,000	90,000	90,000	0	0.0%
505-0000-452.53-00	Penalty Late Payment	115,804	138,815	110,000	100,000	110,000	10,000	10.0%
	Charges for Services	17,749,494	18,199,275	19,816,300	20,340,000	21,405,200	1,065,200	5.2%
505-0000-461.02-00	Interest on Investments	6,705	16,246	15,000	5,000	15,000	10,000	200.0%
505-0000-462.10-00	Market Value Adjustments	2,226	6,678	5,000	1,500	5,000	3,500	233.3%
	Interest Income	8,931	22,924	20,000	6,500	20,000	13,500	207.7%
505-0000-471.20-00	Damage to Hydrants	1,468	8,216	2,000	1,000	2,000	1,000	100.0%
	Property Damage	1,468	8,216	2,000	1,000	2,000	1,000	100.0%
505-0000-472.28-00	Sale of Scrap	617	0	1,000	1,000	1,000	0	0.0%
505-0000-472.30-00	Sale of Water Meters	92,860	91,411	80,000	70,000	80,000	10,000	14.3%
505-0000-472.32-00	Sale of Backflow Prevent	9,795	18,959	15,000	15,000	15,000	0	0.0%
	Sales & Rents	103,272	110,370	96,000	86,000	96,000	10,000	11.6%
505-0000-489.90-00	Other Income	19,090	489,402	20,000	15,000	20,000	5,000	33.3%
	Other	19,090	489,402	20,000	15,000	20,000	5,000	33.3%
505-0000-491.05-00	Operating Transfer In	0	0	500,000	500,000	0	(500,000)	(100.0%)
505-0000-491.15-00	Bond Proceeds	0	0	0	0	8,500,000	8,500,000	N/A
505-0000-491.98-00	NWWC Revenue	991,244	657,619	0	0	0	0	N/A
	Other Financing Sources	991,244	657,619	500,000	500,000	8,500,000	8,000,000	1600.0%
	Total Water & Sewer Fund	18,873,499	19,487,806	20,454,300	20,948,500	30,043,200	9,094,700	43.4%

WATER & SEWER FUND REVENUE - Notes



ANALYSIS OF WATER & SEWER FUND REVENUES

Summary

The Water & Sewer Fund is operated primarily from user fees. In a normal year, approximately 96% of the operating revenue is generated by water sales which also includes a sewer charge and a service charge. Water rates are determined by operating costs, capital improvement costs and debt service costs. In 2020, the Village plans on selling a bond issue and \$8.5 million of the proceeds will be allocated to this fund for water main replacement.

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, 2020 water rates increased 54¢ per 1,000 gallons and sewer rates increased 14¢ per 1,000 gallons. Reserve balances are also reviewed so that emergency situations can be accommodated and uninterrupted service can be provided to the residents of Arlington Heights.

452.42 Water Sales

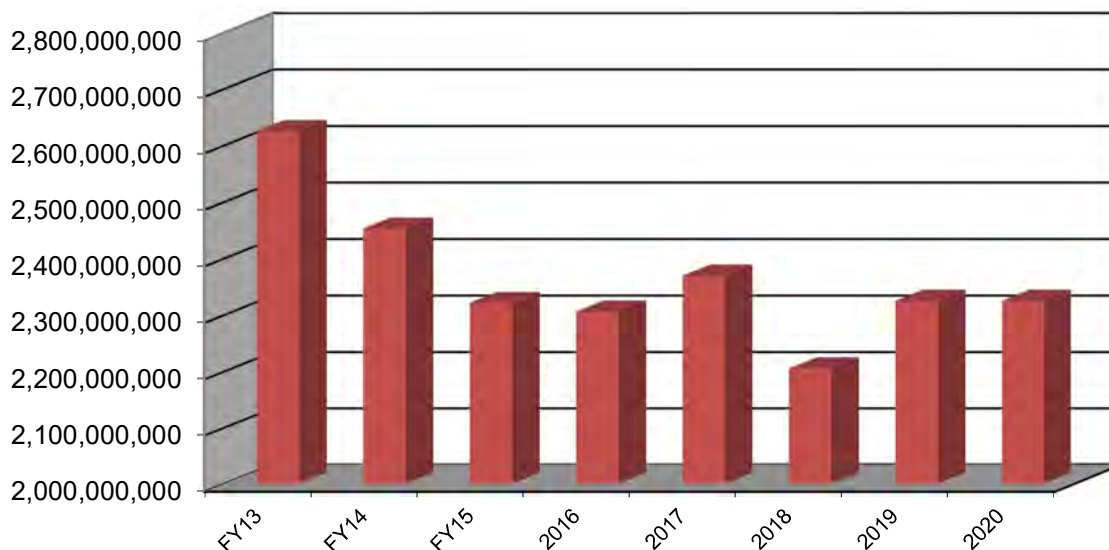
Fresh potable water is delivered from Lake Michigan and sold to customers at a rate of \$6.93/1,000 gallons for 2020. Residential and commercial water meters located on the customer's property are read electronically by radio frequency and billed on a bi-monthly basis. There is no minimum charge for water consumption. Only water consumed is billed to the customer.

WATER & SEWER FUND REVENUE - Notes

(Continued)

Fiscal Year	Water Sales	Sewer Charge	Service Charge	Total	\$ Inc (Dec)	% Inc (Dec)
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 Actual	13,489,654	3,515,289	784,433	17,789,376	446,988	2.58%
2019 Proj. Actual	14,856,800	3,836,300	780,000	19,473,100	1,683,724	9.46%
2020 Budget	16,119,600	4,162,400	780,000	21,062,000	1,588,900	8.16%

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 2020 sewer charge is \$1.79/1,000 gallons of fresh water consumed during a billing cycle.

452.45 Service Charge

A service charge is included on each bill based on the size of the water service to the property. Generally, the average homeowner's service size is 5/8" or 3/4" and therefore is charged \$5.20. This service charge helps defray the cost of providing water service regardless of consumption levels.

WATER & SEWER FUND REVENUE - Notes

(Continued)

452.46 – 452.48 Water & Sewer Connection Fees

Per Village ordinance any new service that is added to the Village-wide water and sewer system is required to contribute to the existing system as well as bear the cost of physically connecting to that system. Fees vary depending on the number and size of the connections.

452.52 Backflow Testing Fees

Backflow devices prevent private water sources from entering and contaminating the Village's water system. The cost to maintain these devices is born solely by the customer as this is not a system-wide requirement. Backflow devices are tested by Village staff to insure system integrity.

452.53 Penalty Late Payment

Bills for service are issued bi-monthly reflecting approximately 60 days of water consumption activity. Customers are given 20 days after the bill date to satisfy their account. When a bill becomes past due a 10% late charge is added to the account. If an account remains unpaid, service is suspended.

461.02 Interest on Investments

The Village participates in a number of investment pools and owns a number of Certificates of Deposit to safeguard funds for reserve and daily operations. All funds not immediately needed for operations are invested on a "prudent man" concept.

472.30 Sale of Water Meters

All water meters are the property of the Village. The initial purchase of a new meter is charged to the property owner but then it is the Village's responsibility to maintain or replace the meter. New meters are ordered by the Village for installation on private property to insure all metering devices are compatible with the Village's water system.

472.32 Sale of Backflow Preventers

Similar to new water meters described above, when required, backflow preventers are ordered by the Village and sold to the customer upon any new or initial installation. Backflow preventers stop water from other sources, mainly underground wells, from entering the Village's water system. This is to prevent any contamination of the Village's water system from private wells or other sources.

WATER & SEWER FUND

EXPENDITURES

Finance

0501

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
505-0501-503.10-01	Salaries	542,415	552,896	553,700	575,100	585,000	9,900	1.7%
505-0501-503.18-01	Temporary Help	6,315	0	7,300	7,300	1,100	(6,200)	(84.9%)
505-0501-503.18-05	Overtime Civilian	0	0	500	500	500	0	0.0%
	Salaries	548,730	552,896	561,500	582,900	586,600	3,700	0.6%
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	105,000	152,000	151,600	151,600	128,500	(23,100)	(15.2%)
505-0501-503.19-10	IMRF	66,973	70,079	55,400	57,600	74,000	16,400	28.5%
505-0501-503.19-11	Social Security	32,546	32,644	34,300	35,800	36,400	600	1.7%
505-0501-503.19-12	Medicare	7,611	7,635	8,000	8,400	8,500	100	1.2%
	Fringe Benefits	213,330	263,558	250,500	254,600	248,600	(6,000)	(2.4%)
505-0501-503.20-05	Professional Services	12,270	15,155	15,300	15,300	15,500	200	1.3%
505-0501-503.21-65	Other Services	77,398	110,174	91,000	91,000	91,900	900	1.0%
505-0501-503.22-03	Training	0	0	0	1,000	1,000	0	0.0%
505-0501-503.22-05	Postage	64,602	66,718	72,000	72,000	72,700	700	1.0%
505-0501-503.22-10	Printing	9,849	7,647	13,500	13,500	13,600	100	0.7%
505-0501-503.22-25	IT/GIS Service Charge	58,200	55,500	54,900	54,900	57,000	2,100	3.8%
	Contractual Services	222,319	255,194	246,700	247,700	251,700	4,000	1.6%
505-0501-503.30-05	Office Supplies & Equip	16	0	0	1,200	1,200	0	0.0%
	Commodities	16	0	0	1,200	1,200	0	0.0%
505-0501-503.40-87	Sewer Backup Rebate Prg	91,300	0	0	0	0	0	N/A
	Other Charges	91,300	0	0	0	0	0	N/A
	Total Finance	1,075,695	1,071,648	1,058,700	1,086,400	1,088,100	1,700	0.2%

Water Utility Operations

7201

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
505-7201-561.10-01	Salaries	3,324,460	3,388,591	3,595,100	3,666,000	3,751,800	85,800	2.3%
505-7201-561.18-01	Temporary Help	21,845	25,842	30,800	30,800	31,600	800	2.6%
505-7201-561.18-05	Overtime Civilian	275,989	333,305	420,600	420,600	431,100	10,500	2.5%
	Salaries	3,622,294	3,747,738	4,046,500	4,117,400	4,214,500	97,100	2.4%
505-7201-561.19-01	Workers Compensation	250,500	253,000	258,100	258,100	263,300	5,200	2.0%
505-7201-561.19-05	Medical Insurance	673,000	718,900	713,900	713,900	851,200	137,300	19.2%
505-7201-561.19-10	IMRF	458,288	493,145	359,900	409,100	528,700	119,600	29.2%
505-7201-561.19-11	Social Security	224,152	235,313	222,800	254,800	260,800	6,000	2.4%
505-7201-561.19-12	Medicare	52,423	55,098	52,100	59,700	61,100	1,400	2.3%
505-7201-561.19-15	Compensated Absences	30,788	0	0	0	0	0	N/A
	Fringe Benefits	1,689,151	1,755,456	1,606,800	1,695,600	1,965,100	269,500	15.9%
505-7201-561.20-05	Professional Services	42,040	58,618	63,800	63,800	184,800	121,000	189.7%
505-7201-561.20-40	General Insurance	62,600	63,200	63,800	63,800	64,400	600	0.9%
505-7201-561.21-02	Equipment Maintenance	18,728	26,727	70,300	70,345	52,800	(17,545)	(24.9%)
505-7201-561.21-11	Building Maintenance	16	0	10,000	10,000	10,000	0	0.0%
505-7201-561.21-20	Pumping Station Maint	7,095	5,010	20,000	20,000	20,000	0	0.0%

WATER & SEWER FUND

EXPENDITURES

Water Utility Operations (continued)

7201

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
Contractual Services (continued)								
505-7201-561.21-25	Sewer Collection System	6,351	0	29,400	29,435	12,500	(16,935)	(57.5%)
505-7201-561.21-30	Water Distribution System	336,378	347,594	382,800	382,800	382,800	0	0.0%
505-7201-561.21-35	Meter Installation	190,795	229,888	252,500	252,500	300,500	48,000	19.0%
505-7201-561.21-36	Equipment Rental	180,477	183,989	198,500	198,500	206,000	7,500	3.8%
505-7201-561.21-50	Utility Services	367,648	407,233	296,000	296,000	296,000	0	0.0%
505-7201-561.21-53	Northwest Water Com	3,432,893	3,676,300	3,926,000	3,926,000	4,024,200	98,200	2.5%
505-7201-561.21-62	Disposal Services	66,889	23,632	52,400	52,400	52,400	0	0.0%
505-7201-561.21-65	Other Services	41,279	54,635	66,600	66,550	66,700	150	0.2%
505-7201-561.22-02	Dues	5,301	4,841	5,000	5,000	5,000	0	0.0%
505-7201-561.22-03	Training	17,610	11,684	16,600	16,600	20,300	3,700	22.3%
505-7201-561.22-05	Postage	143	271	1,500	1,500	1,500	0	0.0%
505-7201-561.22-10	Printing	2,446	729	6,500	6,500	6,500	0	0.0%
505-7201-561.22-20	Annual Consumer Report	1,775	1,804	3,000	3,000	3,000	0	0.0%
505-7201-561.22-25	IT/GIS Service Charge	153,900	181,800	172,300	172,300	175,600	3,300	1.9%
505-7201-561.22-30	Claims & Refunds	5,424	7,177	10,000	10,000	10,000	0	0.0%
505-7201-561.22-37	Vehicle/Equip Lease Chrg	507,800	533,600	525,600	525,600	480,900	(44,700)	(8.5%)
505-7201-561.22-70	Telephone Services	45,573	54,287	52,100	52,150	52,100	(50)	(0.1%)
	Contractual Services	5,493,161	5,873,019	6,224,700	6,224,780	6,428,000	99,165	3.3%
505-7201-561.30-01	Publications Periodicals	61	1,109	500	500	500	0	0.0%
505-7201-561.30-05	Office Supplies & Equip	4,737	3,734	5,200	5,200	5,200	0	0.0%
505-7201-561.30-30	Data System Supplies	2,082	1,747	7,200	7,200	7,200	0	0.0%
505-7201-561.30-35	Clothing	23,696	24,375	24,700	24,700	24,700	0	0.0%
505-7201-561.30-50	Petroleum Products	58,994	73,709	79,900	79,900	77,900	(2,000)	(2.5%)
505-7201-561.31-01	Water Distribution Sup	136,215	77,929	177,500	177,500	166,000	(11,500)	(6.5%)
505-7201-561.31-02	Meters Backflow Devices	179,934	124,211	136,000	136,000	152,000	16,000	11.8%
505-7201-561.31-05	Pumping and Storage Sup	22,701	25,702	25,000	25,000	25,000	0	0.0%
505-7201-561.31-07	Sewer Collection Supplies	6,440	34,639	28,500	28,500	31,000	2,500	8.8%
505-7201-561.31-40	Agricultural Supplies	1,380	573	13,300	13,300	13,300	0	0.0%
505-7201-561.31-55	Building Supplies	10,817	19,594	13,500	13,500	13,500	0	0.0%
505-7201-561.31-60	Chemicals	5,211	16,112	10,000	10,000	10,000	0	0.0%
505-7201-561.31-65	Other Equip & Supplies	48,892	58,359	78,500	78,500	78,500	0	0.0%
505-7201-561.31-85	Small Tools and Equipment	13,480	11,339	15,500	15,500	15,500	0	0.0%
505-7201-561.31-90	Street and Sidewalk Sup	111,808	123,897	125,000	125,000	125,000	0	0.0%
505-7201-561.33-05	Other Supplies	2,947	4,806	13,000	13,000	13,000	0	0.0%
	Commodities	629,395	601,835	753,300	753,300	758,300	5,000	0.7%
505-7201-561.40-75	Administrative Serv Charge	1,618,300	1,666,900	1,716,900	1,716,900	1,768,400	51,500	3.0%
505-7201-561.40-77	Bad Debt Expense	1,231	4	0	0	0	0	N/A
505-7201-561.42-79	OPEB Liability Expense	25,141	(13,828)	15,000	15,000	15,000	0	0.0%
505-7201-561.42-86	IMRF Liability Expense	0	133,516	0	0	0	0	N/A
	Other Charges	1,644,672	1,786,592	1,731,900	1,731,900	1,783,400	51,500	3.0%
505-7201-561.50-10	Office Equipment	48,902	10,383	21,600	21,575	15,000	(6,575)	(30.5%)
505-7201-561.50-15	Other Equipment	793,199	312,755	1,342,100	1,342,169	338,400	(1,003,769)	(74.8%)
505-7201-561.50-20	Building Improvements	10,036	18,374	59,800	221,000	244,200	23,200	10.5%
	Capital Outlay	852,137	341,512	1,423,500	1,584,744	597,600	(987,144)	(62.3%)
	Total Water Utility Operations	13,930,810	14,106,152	15,786,700	16,107,724	15,746,900	(412,852)	(2.2%)

WATER & SEWER FUND

EXPENDITURES

Capital Projects

9001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
505-9001-571.50-25	Construction in Progress	3,088,260	2,418,885	5,351,200	5,351,170	6,200,000	848,830	15.9%
	Capital Outlay	3,088,260	2,418,885	5,351,200	5,351,170	6,200,000	848,830	15.9%
	Total Capital Projects	3,088,260	2,418,885	5,351,200	5,351,170	6,200,000	848,830	15.9%

Non-Operating

9901

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
505-9901-591.40-96	Operating Contingency	0	0	293,800	293,800	225,000	(68,800)	(23.4%)
505-9901-591.90-05	Operating Transfer Out	0	0	0	0	500,000	500,000	N/A
	Other Financing Uses	0	0	293,800	293,800	725,000	431,200	146.8%
	Total Non-Operating	0	0	293,800	293,800	725,000	431,200	146.8%
	Total Water & Sewer Fund	18,094,765	17,596,685	22,490,400	22,839,094	23,760,000	868,879	4.0%

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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	1.00	1.00	
Account Clerk	1	0.50	0.50	
Total F-T-E		7.50	7.50	0.00

**Finance Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2019	2020	+ (-)
101	General Fund	9.50	9.50	
505	Water & Sewer Fund	7.50	7.50	
	Total F-T-E All Funds	17.00	17.00	0.00

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
101	General Fund	51.25	51.25	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	102.50	102.50	0.00

WATER & SEWER FUND

EXPENDITURE DETAIL

FINANCE

0501

Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
505-0501-503.10-01	Salaries	Salaries	575,100		585,000	
505-0501-503.18-01	Temporary Help	Temporary Help	7,300		1,100	
505-0501-503.18-05	Overtime Civilian	Overtime Civilian	500		500	
TOTAL SALARIES			582,900		586,600	
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	151,600		128,500	
505-0501-503.19-10	IMRF	IMRF	57,600		74,000	
505-0501-503.19-11	Social Security	Social Security	35,800		36,400	
505-0501-503.19-12	Medicare	Medicare	8,400		8,500	
TOTAL FRINGE BENEFITS			254,600		248,600	
CONTRACTUAL SERVICES:						
505-0501-503.20-05	Professional Services	Annual audit (30% share)	13,200		13,300	
		Annual actuarial valuation of post employment benefits (30% share)	2,100	15,300	2,200	15,500
505-0501-503.21-65	Other Services	Outsourcing of water billing services	12,300		12,600	
		Bank fees for credit card payment program	66,300		66,600	
		Bank service charges, lien filing and processing	12,400	91,000	12,700	91,900
505-0501-503.22-03	Training	GFOA programs	1,000		1,000	
505-0501-503.22-05	Postage	Mailing of water bills and notices	72,000		72,700	
505-0501-503.22-10	Printing	Water bills, envelopes and shut off notices	13,500		13,600	
505-0501-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	54,900		57,000	
TOTAL CONTRACTUAL SERVICES			247,700		251,700	
COMMODITIES:						
505-0501-503.30-05	Office Supplies & Equip	Miscellaneous supplies & equipment	1,200		1,200	
TOTAL COMMODITIES			1,200		1,200	
TOTAL FINANCE			1,086,400		1,088,100	

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS

7201

Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
505-7201-561.10-01	Salaries	Salaries	3,666,000		3,751,800	
505-7201-561.18-01	Temporary Help	Temporary Help	30,800		31,600	
505-7201-561.18-05	Overtime Civilian	Overtime Civilian	420,600		431,100	
TOTAL SALARIES			4,117,400		4,214,500	
FRINGE BENEFITS:						
505-7201-561.19-01	Workers' Compensation	Workers' Compensation Insurance	258,100		263,300	
505-7201-561.19-05	Medical Insurance	Medical Insurance	713,900		851,200	
505-7201-561.19-10	IMRF	IMRF	409,100		528,700	
505-7201-561.19-11	Social Security	Social Security	254,800		260,800	
505-7201-561.19-12	Medicare	Medicare	59,700		61,100	
TOTAL FRINGE BENEFITS			1,695,600		1,965,100	
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	
		Leak Detection Surveys	0		125,000	
		Prior Year Encumbrance Carryover	4,000	63,800	0	184,800
505-7201-561.20-40	General Insurance	Liability and property insurance	63,800		64,400	
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		11,000	
		AMR support	10,200		10,900	
		Prior Year Encumbrance Carryover	18,845	70,345	0	52,800
505-7201-561.21-11	Building Maintenance	Miscellaneous building repairs	10,000		10,000	
505-7201-561.21-20	Pumping Station Maint	Miscellaneous pump repairs	20,000		20,000	
505-7201-561.21-25	Sewer Collection Systems	Emergency repairs	12,500			12,500
		Prior Year Encumbrance Carryover	16,935	29,435		
505-7201-561.21-30	Water Distribution System	Contract landscape repairs for main break damage	12,500		12,500	
		Contract roadway repairs for main break damage	355,300		355,300	
		Emergency repairs	15,000	382,800	15,000	382,800
505-7201-561.21-35	Meter Installation	Installation of replacement meters, testing and repair of larger meters	252,500		174,300	
		Installation, replacement, and testing of backflow devices			126,200	300,500

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2019		Budget 2020	
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	42,500	198,500	50,000	206,000
505-7201-561.21-50	Utility Services	Electrical energy for pumping water, operating lift stations & misc. uses; natural gas for standby power (minimum charges)		296,000		296,000
505-7201-561.21-53	Northwest Water Comm	Contribution per Commission agreement		3,926,000		4,024,200
505-7201-561.21-62	Disposal Services	Disposal and landfill		52,400		52,400
505-7201-561.21-65	Other Services	JULIE charge	13,400		13,400	
		State of Illinois NPDES permit fees (State mandate)	21,400		21,400	
		SDS database	450		500	
		Work Management Software	25,500		25,500	
		Service Request Software	5,800	66,550	5,900	66,700
505-7201-561.22-02	Dues	Dues		5,000		5,000
505-7201-561.22-03	Training	Production Unit				
		Illinois Section AWWA Annual Meeting	1,800		1,800	
		Continuing education for licensed water operators	1,000		1,000	
		Sewer Unit				
		GIS Training	2,000		2,000	
		APWA Training	2,400		2,400	
		NASSCO Certification	2,000		2,000	
		Meters Unit				
		Illinois AWWA Training/Backflow Courses	0		400	
		Distribution Unit				
		AWWA Training	0		2,200	
		Administration				
		Illinois Public Service Institute	0		1,100	
		Illinois Section AWWA Annual Meeting	3,000		3,000	
		AWWA Annual conference	2,400		2,400	
		APWA Conference	2,000	16,600	2,000	20,300
505-7201-561.22-05	Postage	Misc. postage and freight charges		1,500		1,500
505-7201-561.22-10	Printing	Misc. notices, door hangers, envelopes, work management sheets		6,500		6,500
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		172,300		175,600
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 2019	Budget 2020
505-7201-561.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	525,600	480,900
505-7201-561.22-70	Telephone Services	Leased lines for monitoring utility system; cell phone charges	41,000	41,000
		Smart Cover System	1,000	1,000
		Sewer Televising Data	450	400
		TopCon GIS Data	1,700	1,700
		GPS-AVL data	8,000	8,000
			52,150	52,100
		TOTAL CONTRACTUAL SERVICES	6,224,780	6,428,000
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	1,200
			7,200	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	10,600
			24,700	24,700
505-7201-561.30-50	Petroleum Products	Fuel for vehicles and equipment	79,900	77,900
505-7201-561.31-01	Water Distrib Supplies	Clamps and cut-in-sleeves	138,500	138,500
		Service supplies	20,000	15,000
		Damage repair (reimbursable)	3,500	3,500
		New water tap & water service (resale)	9,000	9,000
		Submersible pumps (110 volt)	2,500	0
		Miscellaneous	4,000	0
			177,500	166,000
505-7201-561.31-02	Meters/Backflow Devices	Meter repair parts	40,000	40,000
		Backflow prevention	25,000	25,000
		Meters (exchange/replace)	40,000	56,000
		Water meters (resale)	25,000	25,000
		Backflow (resale)	6,000	6,000
			136,000	152,000
505-7201-561.31-05	Pumping/Storage Supplies	Replacement materials for pipes, pumps, pump parts, etc.	25,000	25,000
505-7201-561.31-07	Sewer Collection Supplies	Sewer pipe, manholes, catch basins	5,500	5,500
		Sand, brick, cement, rings	6,000	6,000
		Sanitary Sewer Patches	5,000	7,500
		Sewer clamps and covers	6,000	6,000
		Frames and grates	6,000	6,000
			28,500	31,000
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	1,000
			13,300	13,300

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2019		Budget 2020	
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		5,000	
		Root cutters, blades & shoes	10,000		7,000	
		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		13,000		13,000
		TOTAL COMMODITIES		753,300		758,300
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		1,716,900		1,768,400
505-7201-561.42-79	OPEB Liability Expense	OPEB liability expense		15,000		15,000
		TOTAL OTHER CHARGES		1,731,900		1,783,400
CAPITAL OUTLAY:						
505-7201-561.50-10	Office Equipment	Desk, chair & file cabinet repl (EQ9503)	15,000			15,000
		Prior Year Encumbrance Carryover	6,575	21,575		
505-7201-561.50-15	Other Equipment	Water Operational Equipment (EQ9401)	184,500			127,000
		Prior Year Encumbrance Carryover	35,032			

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2019		Budget 2020	
		Emergency Generator Upgrades and Replacement (EQ9902)	879,500		10,000	
		SCADA Enhancements (EQ1525)	58,000		60,000	
		Prior Year Encumbrance Carryover	45,608			
		Pump & Motor Controls Rehab and Replacement (EQ1530)	75,000		141,400	
		Prior Year Encumbrance Carryover	64,529	1,342,169		338,400
505-7201-561.50-20	Building Improvements	PW Annex improvements (BL9302)	20,000		20,000	
		Roof Maintenance Program (BL9506)	161,200		197,800	
		IRMA Compliance (BL1902)	39,800		16,400	
		Overhead Door replacement/repair (BL9004)	0	221,000	10,000	244,200
		TOTAL CAPITAL OUTLAY	1,584,744		597,600	
		TOTAL WATER UTILITY	16,107,724		15,746,900	

CAPITAL PROJECTS

9001

Account Number	Account Title	Description	Budget 2019		Budget 2020	
CAPITAL OUTLAY:						
505-9001-571.50-25	Construction in Progress	Sewer Rehab/Replacement Program (SW9001)	400,000		425,000	
		Automatic Meter Reading System (WA0302)	0		100,000	
		Watermain Replacement Program (WA9001)	3,285,166		4,500,000	
		Prior Year Encumbrance Carryover	209,104			
		Water Tank Repainting (WA1101)	1,456,900		875,000	
		Water Meter Replacements (WA2001)	0	5,351,170	300,000	6,200,000
TOTAL CAPITAL OUTLAY			5,351,170		6,200,000	
TOTAL CAPITAL PROJECTS			5,351,170		6,200,000	

WATER & SEWER FUND

EXPENDITURE DETAIL

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2019	Budget 2020
OTHER FINANCING USES:				
505-9901-591.40-96	Operating Contingency	Operating Contingency	293,800	225,000
	TOTAL OTHER FINANCING USES		<u>293,800</u>	<u>225,000</u>
505-9901-591.90-05	Operating Transfer Out	Transfer to Storm Water Control Fund	0	500,000
	TOTAL NON-OPERATING		<u>0</u>	<u>500,000</u>
	TOTAL NON-OPERATING		<u>293,800</u>	<u>725,000</u>
	TOTAL WATER & SEWER FUND		<u>22,839,094</u>	<u>23,760,000</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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$656,954	\$692,286	\$691,200	\$691,400	\$705,000	\$13,600	2.0%
Fees	92,566	99,186	99,400	99,400	101,100	1,700	1.7%
Interest Income	3,665	6,930	4,500	4,500	4,500	0	0.0%
Other	33,600	32,240	34,600	40,500	22,500	(18,000)	(44.4%)
Total Revenues	\$786,785	\$830,642	\$829,700	\$835,800	\$833,100	(\$2,700)	(0.3%)
Interfund Transfers In	0	20,012	20,000	20,000	0	(20,000)	(100.0%)
Capital Reserves	0	0	120,700	125,859	61,000	(64,859)	(51.5%)
Total Revenues and Interfund Transfers In	\$786,785	\$850,654	\$970,400	\$981,659	\$894,100	(\$87,559)	(8.9%)
Expenditures							
Personal Services	\$157,485	\$171,099	\$189,000	\$180,200	\$170,600	(\$9,600)	(5.3%)
Commodities	47,254	46,966	39,500	54,300	39,500	(14,800)	(27.3%)
Other Charges	480,831	440,239	587,900	587,204	571,100	(16,104)	(2.7%)
Capital Items	122,519	93,930	157,700	162,859	99,000	(63,859)	(39.2%)
Total Expenditures	\$808,089	\$752,234	\$974,100	\$984,563	\$880,200	(\$104,363)	(10.6%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$808,089	\$752,234	\$974,100	\$984,563	\$880,200	(\$104,363)	(10.6%)
Revenues over (under) Expenditures	(\$21,304)	\$98,420	(\$3,700)	(\$2,904)	\$13,900	\$16,804	(578.7%)
BEGINNING WORKING CASH	(29,224)	(50,528)	47,892	47,892	44,192	(3,700)	(7.7%)
ENDING WORKING CASH	(\$50,528)	\$47,892	\$44,192	\$44,988	\$58,092	\$13,104	29.1%

ARTS, ENTERTAINMENT & EVENTS FUND (515)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES											
FOOD & BEVERAGE TAX			656,954	692,286	691,200	691,400	705,000	719,100	733,500	748,200	763,200
BUILDING MANAGEMENT FEE			18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
CAM CHARGES			69,318	74,878	77,100	77,100	78,700	80,300	81,900	83,500	85,200
SPECIAL DETAIL PUBLIC WORKS			5,248	6,308	4,300	4,300	4,400	4,500	4,600	4,700	4,800
INTEREST INCOME			3,665	6,930	4,500	4,500	4,500	4,500	4,500	4,500	4,500
HEARTS OF GOLD			11,100	12,240	11,300	18,000	0	0	0	0	0
PREMIUM SPONSOR			7,500	5,000	5,000	7,500	7,500	7,500	7,500	7,500	7,500
SOUNDS OF SUMMER			15,000	15,000	18,300	15,000	15,000	15,000	15,000	15,000	15,000
TRANSFER-IN FROM GENERAL FUND			0	20,012	20,000	20,000	0	0	0	0	0
CAPITAL RESERVES	(1)		0	0	120,700	125,859	61,000	75,000	49,000	65,000	65,000
TOTAL REVENUES			786,785	850,654	970,400	981,659	894,100	923,900	914,000	946,400	963,200
EXPENDITURES											
EVENTS											
Frontier Days		AE-06-18	24,751	24,300	24,800	25,500	25,800	26,300	26,800	27,300	27,800
Halloween		AE-06-20	3,800	4,300	4,000	4,000	4,000	4,100	4,200	4,300	4,400
Hearts of Gold		AE-06-22	15,098	18,152	17,500	19,000	0	0	0	0	0
Irish Fest		AE-06-24	3,953	3,800	3,900	4,000	0	0	0	0	0
July 4th Parade		AE-06-26	27,529	24,200	31,600	29,400	31,900	32,500	33,200	33,900	34,600
Mane Event		AE-06-28	37,467	41,006	46,200	44,400	47,300	48,200	49,200	50,200	51,200
Memorial Day Parade		AE-06-30	15,439	15,500	19,300	17,100	19,400	19,800	20,200	20,600	21,000
Promenade of the Arts		AE-06-34	15,632	12,550	20,800	15,400	22,900	23,400	23,900	24,400	24,900
Sounds of Summer		AE-06-38	79,242	78,324	60,300	73,600	59,200	60,400	61,600	62,800	64,100
Tree Lighting Event		AE-06-40	16,750	17,432	17,600	17,700	16,800	17,100	17,400	17,700	18,100
Community Awareness Events		AE-06-46	6,624	3,053	8,900	8,904	6,000	6,100	6,200	6,300	6,400
National Night Out		AE-06-50	12,045	14,345	15,000	15,200	0	0	0	0	0
Autumn Harvest		AE-10-01	12,576	10,664	11,000	11,800	11,000	11,200	11,400	11,600	11,800
Taste of Arlington Heights		AE-12-02	21,466	27,701	27,800	29,300	27,900	28,500	29,100	29,700	30,300
Arlington Spring Sweep		AE-13-01	3,940	4,656	5,500	5,200	0	0	0	0	0
Bike Arlington Heights		AE-17-04	0	2,100	2,200	2,200	2,200	2,200	2,200	2,200	2,200
Downtown Events		AE-17-08	5,008	11,551	15,100	14,100	14,000	14,300	14,600	14,900	15,200
SUBTOTAL - EVENTS			301,320	313,634	331,500	336,804	288,400	294,100	300,000	305,900	312,000
METROPOLIS											
Metropolis Theater Operating Contribution		AE-05-04	255,000	260,000	265,000	265,000	270,000	275,000	280,000	285,000	290,000
Metropolis Theater - Use of Restricted Reserves	--		49,000	0	19,200	19,200	0	0	0	0	0
SUBTOTAL - METROPOLIS			304,000	260,000	284,200	284,200	270,000	275,000	280,000	285,000	290,000
SUBTOTAL - OPERATING EXPENDITURES			605,320	573,634	615,700	621,004	558,400	569,100	580,000	590,900	602,000
EQUIPMENT											
Equipment Replacement - Metropolis		EQ-06-03	39,868	26,408	37,000	37,000	38,000	39,000	40,000	41,000	42,000
SUBTOTAL - EQUIPMENT			39,868	26,408	37,000	37,000	38,000	39,000	40,000	41,000	42,000

ARTS, ENTERTAINMENT & EVENTS FUND (515)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
BUILDING/EQUIPMENT RESERVE EXPENSES	(1)										
Metropolis Theater Security		BL-15-04	5,000	0	0	0	0	0	0	0	0
Metropolis Theater Triangle Rooms & Halls Refurbish		BL-17-01	0	0	0	7,000	0	0	0	0	0
Metropolis Theater Lobby Refurbishment		BL-17-03	0	20,000	0	0	0	0	0	0	0
Metropolis Theater Seat Replacement		BL-17-04	34,157	0	0	0	0	0	0	0	0
Metropolis Theater Replace Flooring MPAC		BL-17-06	0	0	0	0	25,000	0	0	0	0
Metropolis Theater Sound System & Equipment		EQ-16-03	19,737	0	0	0	0	0	0	0	0
Metropolis Theater Sound System Expansion		EQ-17-02	13,330	0	0	0	0	0	0	0	0
Metropolis Theater Clearcom Equipment		EQ-17-03	0	12,693	0	0	0	0	0	0	0
Metropolis Theater LED House Lighting		EQ-17-04	0	8,071	23,700	23,690	0	0	0	0	0
Metropolis Theater Monitors - Audio		EQ-17-05	0	20,873	0	0	0	0	0	0	0
Metropolis Theater Speaker Towers		EQ-17-06	0	0	17,200	17,169	0	0	0	0	0
Metropolis Theater Moving Lights		EQ-17-07	0	0	7,000	7,000	0	0	0	0	0
Metropolis Theater Edison for Grid		EQ-17-08	0	0	0	11,000	11,000	0	0	0	0
Metropolis Theater Sound Console/ Board		EQ-17-09	0	0	35,000	35,000	0	0	0	0	0
Metropolis Theater Replace Smoke Detectors		EQ-17-10	0	0	0	25,000	25,000	0	0	0	0
Metropolis Theater LED Series 2		EQ-17-11	0	0	0	0	0	60,000	0	0	0
Metropolis Theater LED CYC Lights		EQ-17-12	10,427	5,885	0	0	0	0	0	0	0
Metropolis Theater Lighting Fixtures in Theater		EQ-18-03	0	0	0	0	0	0	35,000	0	0
Metropolis Theater Wireless Microphones		EQ-18-05	0	0	0	0	0	0	14,000	0	0
Metropolis Theater Stage Curtains		EQ-19-01	0	0	23,800	0	0	0	0	0	0
Metropolis Theater Rear Projectors		EQ-19-02	0	0	14,000	0	0	0	0	0	0
Metropolis Theater Stage Light Control Systems		EQ-19-03	0	0	0	0	0	0	0	65,000	65,000
Metropolis Theater Replace Dock Door		EQ-19-05	0	0	0	0	0	15,000	0	0	0
SUBTOTAL - BLDG/EQUIP RESERVES			82,651	67,522	120,700	125,859	61,000	75,000	49,000	65,000	65,000
TOTAL CAPITAL EXPENDITURES			122,519	93,930	157,700	162,859	99,000	114,000	89,000	106,000	107,000
OPERATING											
Reserve for Restricted Contribution (Metropolis)	(2)		0	0	33,800	33,800	54,000	55,000	56,000	57,000	58,000
NON-OPERATING											
Reserve for Replacement (Metropolis)			0	0	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Building Reserve - MCCA			14,398	10,337	14,800	14,800	15,100	15,400	15,700	16,000	16,000
Common Area Maintenance (CAM) Fees - MCCA			65,852	74,333	77,100	77,100	78,700	80,300	81,900	83,500	83,500
SUBTOTAL - NON-OPERATING			80,250	84,670	166,900	166,900	168,800	170,700	172,600	174,500	174,500
TOTAL EXPENDITURES			808,089	752,234	974,100	984,563	880,200	908,800	897,600	928,400	941,500
BEGINNING WORKING CASH			(29,224)	(50,528)	47,892	47,892	44,192	58,092	73,192	89,592	107,592
REVENUES OVER (UNDER) EXPENDS.			(21,304)	98,420	(3,700)	(2,904)	13,900	15,100	16,400	18,000	21,700
ENDING WORKING CASH			(50,528)	47,892	44,192	44,988	58,092	73,192	89,592	107,592	129,292

ARTS, ENTERTAINMENT & EVENTS FUND (515)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	Note	PROJ #	2017	2018	2019	2019	2020	2021	2022	2023	2024
			ACTUAL	ACTUAL	ESTIMATED ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET

- (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.

[illegible]

ARTS, ENTERTAINMENT & EVENTS FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-0000-402.25-00	Food & Beverage Tax (AE0502)	656,954	692,286	691,200	691,400	705,000	13,600	2.0%
	Business Taxes	656,954	692,286	691,200	691,400	705,000	13,600	2.0%
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	69,318	74,878	77,100	77,100	78,700	1,600	2.1%
515-0000-431.50-00	Special PW Detail Fee	5,248	6,307	4,300	4,300	4,400	100	2.3%
	Fees	92,566	99,185	99,400	99,400	101,100	1,700	1.7%
515-0000-461.02-00	Interest on Investments	2,754	4,787	4,500	4,500	4,500	0	0.0%
515-0000-462.10-00	Market Value Adjustments	911	2,144	0	0	0	0	N/A
	Interest Income	3,665	6,931	4,500	4,500	4,500	0	0.0%
515-0000-481.50-00	Hearts of Gold Awards Dinner (AE0622)	11,100	12,240	11,300	18,000	0	(18,000)	(100.0%)
515-0000-481.55-00	Premium Sponsors	7,000	5,000	5,000	7,500	7,500	0	0.0%
515-0000-481.65-00	Sounds of Summer (AE0638)	15,000	15,000	18,300	15,000	15,000	0	0.0%
	Special Events	33,100	32,240	34,600	40,500	22,500	(18,000)	(44.4%)
515-0000-489.90-00	Other Income	500	0	0	0	0	0	N/A
	Other	500	0	0	0	0	0	N/A
515-0000-491.05-00	Operating Transfer In	0	20,012	20,000	20,000	0	(20,000)	(100.0%)
515-0000-491.10-00	Use of Capital Reserves	0	0	120,700	125,859	61,000	(64,859)	(51.5%)
	Other Financing Sources	0	20,012	140,700	145,859	61,000	(84,859)	(58.2%)
	Total Arts, Ent. & Events Fund	786,785	850,654	970,400	981,659	894,100	(87,559)	(8.9%)

SPECIAL EVENTS OPERATIONS WITH DEDICATED REVENUE

	BUDGET FOR 2020				
	Sounds of Summer	Prom of Art	Taste of Arlington	Other Events	TOTAL
Event Revenue					
Sounds of Summer	15,000				15,000
Special PW Detail		1,600	2,800		4,400
Premium Sponsors				7,500	7,500
Total Event Revenue	15,000	1,600	2,800	7,500	26,900
Event Expenditures					
Sounds of Summer	59,200				59,200
Promenade of Art		22,900			22,900
Taste of Arlington			27,900		27,900
Other Special Events Commission Events				35,000	35,000
Total Event Expenditures	59,200	22,900	27,900	35,000	145,000
Dedicated Revenues over/(under) Expenditures*	(44,200)	(21,300)	(25,100)	(27,500)	(118,100)

* 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 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ 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 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-0201-525.40-55	Special Events *	31,987	34,961	33,600	31,300	31,300	0	0.0%
	Other Charges	31,987	34,961	33,600	31,300	31,300	0	0.0%
	Total Integrated Services	31,987	34,961	33,600	31,300	31,300	0	0.0%

* The amount of Village funds committed to Sounds of Summer events is \$21,300. Total expenditures are budgeted at \$36,300 based on anticipated sponsorship revenue of \$15,000. In the event sponsorship dollars are less than anticipated, the event programming will be reduced accordingly.

Please Note: SOS sponsorships for 2019 were \$15,000. The sponsorships are subtracted from the net expenses for the event programming. Village's net expense was \$10,206 for entertainment costs only.

Special Events Commission

1018

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-1018-525.40-55	Special Events	53,970	53,554	56,500	56,100	35,000	(21,100)	(37.6%)
	Other Charges	53,970	53,554	56,500	56,100	35,000	(21,100)	(37.6%)
	Total Special Events Comm	53,970	53,554	56,500	56,100	35,000	(21,100)	(37.6%)

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURES

Arts Commission

1022

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-1022-525.40-55	Special Events	6,624	3,053	8,900	8,904	6,000	(2,904)	(32.6%)
	Other Charges	6,624	3,053	8,900	8,904	6,000	(2,904)	(32.6%)
	Total Arts Commission	6,624	3,053	8,900	8,904	6,000	(2,904)	(32.6%)

Metropolis Theater

2005

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-2005-525.40-81	Operating Contribution	255,000	260,000	265,000	265,000	270,000	5,000	1.9%
515-2005-525.40-82	Restricted Contribution	49,000	0	19,200	19,200	0	(19,200)	(100.0%)
	Other Charges	304,000	260,000	284,200	284,200	270,000	(14,200)	(5.0%)
515-2005-525.50-55	Other Capital Outlay	122,519	93,930	157,700	162,859	99,000	(63,859)	(39.2%)
	Capital Outlay	122,519	93,930	157,700	162,859	99,000	(63,859)	(39.2%)
	Total Metropolis Theater	426,519	353,930	441,900	447,059	369,000	(78,059)	(17.5%)

Police

3001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-3001-525.18-07	Overtime Sworn	70,300	72,900	73,500	75,400	63,300	(12,100)	(16.0%)
	Salaries	70,300	72,900	73,500	75,400	63,300	(12,100)	(16.0%)
	Total Police	70,300	72,900	73,500	75,400	63,300	(12,100)	(16.0%)

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURES

Fire

3501

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-3501-525.18-07	Overtime Sworn	8,600	7,899	9,900	9,900	7,200	(2,700)	(27.3%)
	Salaries	8,600	7,899	9,900	9,900	7,200	(2,700)	(27.3%)
	Total Fire	8,600	7,899	9,900	9,900	7,200	(2,700)	(27.3%)

Public Works

7101

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-7101-525.18-05	Overtime Civilian	73,337	84,400	97,700	88,700	92,200	3,500	3.9%
515-7101-525.18-80	Special Detail	5,248	5,900	7,900	6,200	7,900	1,700	27.4%
	Salaries	78,585	90,300	105,600	94,900	100,100	5,200	5.5%
515-7101-525.33-05	Other Supplies	47,254	46,966	39,500	54,300	39,500	(14,800)	(27.3%)
	Commodities	47,254	46,966	39,500	54,300	39,500	(14,800)	(27.3%)
	Total Public Works	125,839	137,266	145,100	149,200	139,600	(9,600)	(6.4%)

Non-Operating

9901

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
515-9901-525.40-83	CAM Fees - MCCA	65,852	74,333	77,100	77,100	78,700	1,600	2.1%
515-9901-525.40-84	Restricted Reserve	0	0	33,800	33,800	54,000	20,200	59.8%
515-9901-525.40-91	Reserve for Replacement	0	0	75,000	75,000	75,000	0	0.0%
515-9901-525.40-92	Building Reserve - MCCA	14,398	10,338	14,800	14,800	15,100	300	2.0%
	Other Financing Uses	80,250	84,671	200,700	200,700	222,800	22,100	11.0%
	Total Non-Operating	80,250	84,671	200,700	200,700	222,800	22,100	11.0%
	Total Arts, Ent. & Events Fund	808,089	752,234	974,100	984,563	880,200	(104,363)	(10.6%)

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

BOARD OF TRUSTEES

0101

Account Number	Account Title	Description	Budget 2019	Budget 2020
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 2019	Budget 2020
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 2019	Budget 2020
OTHER CHARGES:				
515-1018-525.40-55	Special Events	Hearts of Gold (AE0622) *	19,000	0
		Mane Event (AE0628)	20,500	22,000
		Tree Lighting Event (AE0640)	2,200	3,000
		Autumn Harvest (AE1001)	10,500	10,000
		Arlington Spring Sweep (AE1301) **	3,900	0
			56,100	35,000
		TOTAL OTHER CHARGES	56,100	35,000
		TOTAL SPECIAL EVENTS COMM	56,100	35,000

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

ARTS COMMISSION

1022

Account Number	Account Title	Description	Budget 2019		Budget 2020	
OTHER CHARGES:						
515-1022-525.40-55	Special Events	Community Awareness Events (AE0646)	6,000		6,000	
		Prior Year Encumbrance Carryover	2,904	8,904	0	6,000
TOTAL OTHER CHARGES			8,904		6,000	
TOTAL ARTS COMMISSION			8,904		6,000	

METROPOLIS THEATER

2005

Account Number	Account Title	Description	Budget 2019		Budget 2020	
OTHER CHARGES:						
515-2005-525.40-81	Operating Contribution	PAM Operating Subsidy (AE0504)		265,000		270,000
515-2005-525.40-82	Restricted Contribution	A/C Compressor Repairs		19,200		0
TOTAL OTHER CHARGES			284,200		270,000	
CAPITAL OUTLAY:						
515-2005-525.50-55	Other Capital Outlay	Metropolis Theater Capital Expenses (EQ0603)		37,000		38,000
		Triangle Rooms & Halls Refurbish (BL1701)		7,000		0
		Metropolis Theater Replace Flooring MPAC (BL1706)		0		25,000
		Metropolis Theater LED House Lights (EQ1704)	0		0	
		Prior Year Encumbrance Carryover	23,690	23,690	0	0
		Metropolis Theater Speaker Towers (EQ1706)	0		0	
		Prior Year Encumbrance Carryover	17,169	17,169	0	0
		Metropolis Theater Moving Lights (EQ1707)		7,000		0
		Metropolis Theater Edison for Grid (EQ1708)		11,000		11,000
		Metropolis Theater Sound Console/ Board (EQ1709)		35,000		0
		Metropolis Theater Replace Smoke Detectors (EQ1710)		25,000		25,000
TOTAL CAPITAL OUTLAY			162,859		99,000	
TOTAL METROPOLIS THEATER			447,059		369,000	

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

POLICE

3001

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
515-3001-525.18-07	Overtime Sworn	Frontier Days (AE0618)	25,000	25,000
		Halloween (AE0620)	4,000	4,000
		Irish Fest (AE0624)*	2,700	0
		July 4th Parade (AE0626)	9,200	9,000
		Mane Event (AE0628)	4,000	4,000
		Memorial Day Parade (AE0630)	7,000	7,100
		Promenade of Art (AE0634)	3,100	3,300
		Sounds of Summer (AE0638)	2,000	2,000
		Tree Lighting Event (AE0640)	1,700	1,700
		National Night Out (AE0650)*	9,600	0
		Taste of Arlington (AE1202)	4,900	5,000
		Bike Arlington Heights (AE1704)	2,200	2,200
		TOTAL SALARIES	75,400	63,300
		TOTAL POLICE	75,400	63,300

FIRE

3501

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
515-3501-525.18-07	Overtime Sworn	Mane Event (AE0628)	2,000	2,000
		Promenade of Art (AE0634)	3,100	3,100
		National Night Out (AE0650)*	2,700	0
		Taste of Arlington (AE1202)	2,100	2,100
		TOTAL SALARIES	9,900	7,200
		TOTAL FIRE	9,900	7,200

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2019		Budget 2020			
SALARIES:								
515-7101-525.18-05	Overtime Civilian	Frontier Days (AE0618)	500		800			
		Irish Fest (AE0624)*	1,300		0			
		July 4th Parade (AE0626)	15,700		19,900			
		Mane Event (AE0628)	12,800		14,200			
		Memorial Day Parade (AE0630)	9,000		11,000			
		Promenade of Art (AE0634) (Village 70%)	2,200		7,300			
		Sounds of Summer (AE0638)	11,800		10,900			
		Tree Lighting Event (AE0640)	13,800		12,100			
		National Night Out (AE0650)*	2,900		0			
		Autumn Harvest (AE1001)	1,300		1,000			
		Taste of Arlington (AE1202) (Village 70%)	12,000		11,000			
		Arlington Spring Sweep (AE1301)**	1,300		0			
		Downtown Events (AE1708)	4,100	88,700	4,000	92,200		
515-7101-525.18-80	Special Detail	Promenade of Art (AE0634) (Amdur 30%)	1,000		3,200			
		Taste of Arlington (AE1202) (Chamber 30%)	5,200	6,200	4,700	7,900		
TOTAL SALARIES			94,900		100,100			
COMMODITIES:								
515-7101-525.33-05	Other Supplies	Mane Event (AE0628) - fence, signs, barricade rental, etc.	5,100		5,100			
		Taste of Arlington (AE1202) - fence, signs, barricade rental, etc.	5,100		5,100			
		Memorial Day (AE0630)	1,100		1,300			
		Fourth of July Parade (AE0626)	4,500		3,000			
		Sounds of Summer (AE0638) - stage, skirt, tent rental, etc.	38,500	54,300	25,000	39,500		
		TOTAL COMMODITIES			54,300		39,500	
		TOTAL PUBLIC WORKS			149,200		139,600	

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2019	Budget 2020
NON-OPERATING:				
515-2005-525.40-83	CAM Fees - MCCA	Common Area Maintenance (CAM)	77,100	78,700
515-9901-525.40-84	Restricted Reserve	Metropolis Theater	33,800	54,000
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	14,800	15,100
TOTAL NON-OPERATING			200,700	222,800
TOTAL ARTS, ENTERT. & EVENTS FUND			984,563	880,200

* Hearts of Gold, Irish Fest, & National Night Out expenditures were moved to the General Fund in 2020

** Arlington Spring Sweep expenditures were moved to SWANCC Fund in 2020

SPECIAL EVENTS - Cost by Event

Event	Project #	Department	Expense Description	2019 Budget	2019 Proj Act	2020 Budget
Arlington Spring Sweep	AE-13-01	Special Events Com Public Works	Special Events	3,900	4,200	0
			Overtime	1,300	1,300	0
				5,200	5,500	0
Autumn Harvest	AE-10-01	Special Events Com Public Works	Special Events	10,500	10,000	10,000
			Overtime	1,300	1,000	1,000
				11,800	11,000	11,000
Community Awareness Events	AE-06-46	Arts Commission	Special Events	8,904	8,904	6,000
				8,904	8,904	6,000
Downtown Events	AE-17-08	Integrated Services Public Works	Special Events	10,000	11,100	10,000
			Overtime	4,100	4,000	4,000
				14,100	15,100	14,000
Frontier Days	AE-06-18	Police Public Works	Overtime	25,000	24,000	25,000
			Overtime	500	800	800
				25,500	24,800	25,800
Halloween	AE-06-20	Police	Overtime	4,000	4,000	4,000
				4,000	4,000	4,000
Hearts of Gold	AE-06-22	Special Events Com	Special Events	19,000	17,500	0
				19,000	17,500	0
Irish Fest	AE-06-24	Police Public Works	Overtime	2,700	2,600	0
			Overtime	1,300	1,300	0
				4,000	3,900	0
July 4th Parade	AE-06-26	Police Public Works Public Works	Overtime	9,200	8,700	9,000
			Overtime	15,700	19,900	19,900
			Event supplies	4,500	3,000	3,000
				29,400	31,600	31,900
Mane Event	AE-06-28	Special Events Com Police Fire Public Works Public Works	Special Events	20,500	21,000	22,000
			Overtime	4,000	3,900	4,000
			Overtime	2,000	2,000	2,000
			Overtime	12,800	14,200	14,200
			Barricade rental, signs, etc.	5,100	5,100	5,100
				44,400	46,200	47,300
Memorial Day Parade	AE-06-30	Police Public Works Public Works	Overtime	7,000	7,000	7,100
			Overtime	9,000	11,000	11,000
			Event supplies	1,100	1,300	1,300
				17,100	19,300	19,400
National Night Out	AE-06-50	Police Fire Public Works	Overtime	9,600	9,400	0
			Overtime	2,700	2,700	0
			Overtime	2,900	2,900	0
				15,200	15,000	0
Promenade of Art	AE-06-34	Board of Trustees Police Fire Public Works Public Works ⁽¹⁾	Special Events	6,000	4,000	6,000
			Overtime	3,100	3,200	3,300
			Overtime	3,100	3,100	3,100
			Overtime - Village share 70%	2,200	7,300	7,300
			Overtime - Amdur share 30%	1,000	3,200	3,200
				15,400	20,800	22,900
Sounds of Summer	AE-06-38	Integrated Services Police Public Works Public Works	Entertainment	21,300	22,500	21,300
			Overtime	2,000	1,900	2,000
			Overtime	11,800	10,900	10,900
			Stage, skirt, tent rental, etc.	38,500	25,000	25,000
				73,600	60,300	59,200

SPECIAL EVENTS - Cost by Event

Event	Project #	Department	Expense Description	2019 Budget	2019 Proj Act	2020 Budget
Taste of Arlington	AE-12-02	Police	Overtime	4,900	4,900	5,000
		Fire	Overtime	2,100	2,100	2,100
		Public Works	Overtime - Village share 70%	12,000	11,000	11,000
		Public Works ⁽²⁾	Overtime - Chamber share 30%	5,200	4,700	4,700
		Public Works	Lighting, fencing, sanitation	5,100	5,100	5,100
				29,300	27,800	27,900
Tree Lighting Event	AE-06-40	Special Events Com	Special Events	2,200	3,800	3,000
		Police	Overtime	1,700	1,700	1,700
		Public Works	Overtime	13,800	12,100	12,100
				17,700	17,600	16,800
Bike Arlington Heights	AE-17-04	Police	Overtime	2,200	1,900	2,200
				2,200	1,900	2,200
TOTAL SPECIAL EVENTS - COST BY EVENT				336,804	331,204	288,400

⁽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.

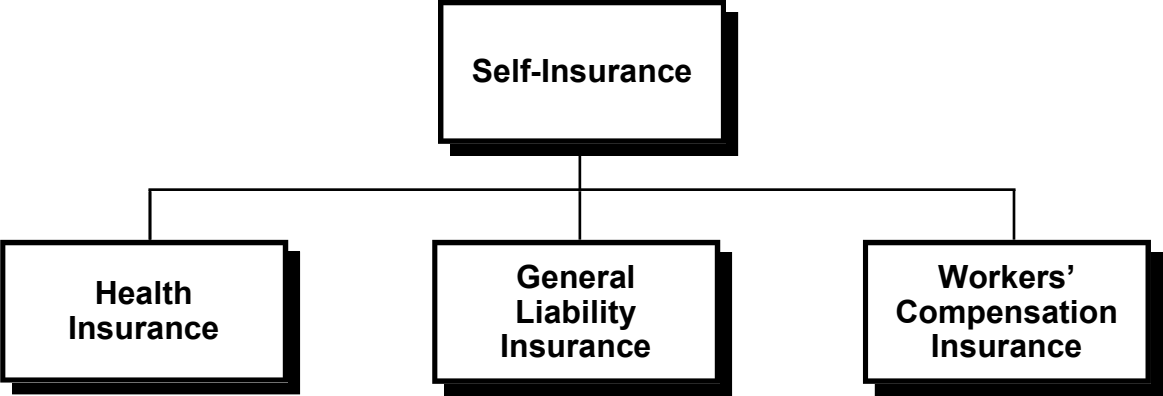
⁽²⁾ The Village cap for the **Taste of Arlington** is \$23,200 (2020 budget of \$27,900 less \$4,700 which is the 30% Chamber share of Public Works Overtime). The Chamber will be billed for the \$4,700 PLUS any Police, Fire and Public Works Overtime costs above the Village cap. If Public Works Overtime is LESS than budgeted, the Chamber 30% share of those costs would be less.

SPECIAL EVENTS - Cost by Department

Department	Event	Project #	Expense Description	2019 Budget	2019 Proj Act	2020 Budget
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	11,100	10,000
	Sounds of Summer	AE-06-38	Entertainment	21,300	22,500	21,300
				31,300	33,600	31,300
Special Events Com	Arlington Spring Sweep	AE-13-01	Special Events	3,900	4,200	0
	Autumn Harvest	AE-10-01	Special Events	10,500	10,000	10,000
	Hearts of Gold	AE-06-22	Special Events	19,000	17,500	0
	Mane Event	AE-06-28	Special Events	20,500	21,000	22,000
	Tree Lighting Event	AE-06-40	Special Events	2,200	3,800	3,000
				56,100	56,500	35,000
Arts Commission	Community Awareness Events	AE-06-46	Special Events	8,904	8,904	6,000
				8,904	8,904	6,000
Police	Bike Arlington	AE-17-04	Overtime	2,200	1,900	2,200
	Frontier Days	AE-06-18	Overtime	25,000	24,000	25,000
	Halloween	AE-06-20	Overtime	4,000	4,000	4,000
	Irish Fest	AE-06-24	Overtime	2,700	2,600	0
	July 4th Parade	AE-06-26	Overtime	9,200	8,700	9,000
	Mane Event	AE-06-28	Overtime	4,000	3,900	4,000
	Memorial Day Parade	AE-06-30	Overtime	7,000	7,000	7,100
	National Night Out	AE-06-50	Overtime	9,600	9,400	0
	Promenade of Art	AE-06-34	Overtime	3,100	3,200	3,300
	Sound of Summer	AE-06-38	Overtime	2,000	1,900	2,000
	Taste of Arlington	AE-12-02	Overtime	4,900	4,900	5,000
	Tree Lighting Event	AE-06-40	Overtime	1,700	1,700	1,700
				75,400	73,200	63,300
Fire	Mane Event	AE-06-28	Overtime	2,000	2,000	2,000
	National Night Out	AE-06-50	Overtime	2,700	2,700	0
	Promenade of Art	AE-06-34	Overtime	3,100	3,100	3,100
	Taste of Arlington	AE-12-02	Overtime	2,100	2,100	2,100
				9,900	9,900	7,200
Public Works/Water	Arlington Spring Sweep	AE-13-01	Overtime	1,300	1,300	0
	Autumn Harvest	AE-10-01	Overtime	1,300	1,000	1,000
	Frontier Days	AE-06-18	Overtime	500	800	800
	Irish Fest	AE-06-24	Overtime	1,300	1,300	0
	July 4th Parade	AE-06-26	Overtime	15,700	19,900	19,900
	July 4th Parade	AE-06-26	Barricade rental, signs, etc.	4,500	3,000	3,000
	Mane Event	AE-06-28	Overtime	12,800	14,200	14,200
	Mane Event	AE-06-28	Barricade rental, signs, etc.	5,100	5,100	5,100
	Memorial Day Parade	AE-06-30	Overtime	9,000	11,000	11,000
	Memorial Day Parade	AE-06-30	Barricade rental, signs, etc.	1,100	1,300	1,300
	National Night Out	AE-06-50	Overtime	2,900	2,900	0
	Promenade of Art	AE-06-34	Overtime - Village share 70%	2,200	7,300	7,300
	Promenade of Art	AE-06-34	Overtime - Amdur share 30%	1,000	3,200	3,200
	Sounds of Summer	AE-06-38	Overtime	11,800	10,900	10,900
	Sounds of Summer	AE-06-38	Stage, skirt, tent rental, etc.	38,500	25,000	25,000
	Taste of Arlington	AE-12-02	Overtime - Village share 70%	12,000	11,000	11,000
	Taste of Arlington	AE-12-02	Overtime - Chamber share 30%	5,200	4,700	4,700
	Taste of Arlington	AE-12-02	Lighting, fencing, sanitation	5,100	5,100	5,100
	Tree Lighting Event	AE-06-40	Overtime	13,800	12,100	12,100
	Downtown Events	AE-17-08	Overtime	4,100	4,000	4,000
				149,200	145,100	139,600
TOTAL SPECIAL EVENTS - COST BY DEPARTMENT				336,804	331,204	288,400

SELF INSURANCE FUNDS

ORGANIZATION STRUCTURE



VILLAGE OF ARLINGTON HEIGHTS

2020 CHARGES TO OPERATIONS FOR INSURANCE

FUND	OPERATION	MEDICAL INSURANCE A/C #1905			GENERAL INSURANCE A/C #2040			WORKERS' COMPENSATION A/C #1901		
		2019	2020	VARIANCE	2019	2020	VARIANCE	2019	2020	VARIANCE
101	0101-501 Board of Trustees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ -
101	0201-502 Integrated Services	87,900	90,000	2,100	7,800	7,900	100	1,200	1,200	-
101	0301-503 Human Resources	52,200	53,600	1,400	6,600	6,700	100	500	500	-
101	0401-503 Legal	64,100	66,000	1,900	3,300	3,300	-	600	600	-
101	0501-503 Finance	179,900	229,600	49,700	20,400	20,600	200	3,100	3,200	100
101	1001-502 Boards & Commissions	-	-	-	3,200	3,200	-	-	-	-
101	3001-511 Police	2,750,000	2,955,700	205,700	279,700	282,500	2,800	631,500	644,100	12,600
101	3005-511 Police Grant	7,300	8,000	700	-	-	-	300	300	-
101	3501-512 Fire	2,403,300	2,501,600	98,300	233,000	235,300	2,300	631,600	644,200	12,600
101	4001-521 Planning & Comm Devlp	193,800	200,600	6,800	7,100	7,200	100	2,800	2,900	100
101	4501-523 Building & Life Safety	284,800	294,600	9,800	12,900	13,000	100	45,300	46,200	900
101	7001-523 Health Services	172,300	185,300	13,000	20,500	20,700	200	18,800	19,200	400
101	7007-523 Senior Services	51,600	53,100	1,500	11,800	11,900	100	500	500	-
101	7101-531 Public Works	1,023,300	1,002,600	(20,700)	149,200	150,700	1,500	458,900	468,100	9,200
	Sub-Total General Fund	\$ 7,270,500	\$ 7,640,700	\$ 370,200	\$ 755,500	\$ 763,000	\$ 7,500	\$ 1,795,200	\$ 1,831,100	\$ 35,900
235	3001-532 Police	\$ 90,400	\$ 95,600	\$ 5,200	\$ 10,300	\$ 10,600	\$ 300	\$ 9,800	\$ 10,000	\$ 200
505	0501-503 Finance	151,600	128,500	(23,100)	-	-	-	1,200	1,200	-
505	7201-561 Water Utilities Operation	713,900	851,200	137,300	63,800	64,400	600	258,100	263,300	5,200
605	0301-552 Human Resources	26,100	26,800	700	-	-	-	100	100	-
615	0301-552 Human Resources	11,800	12,200	400	-	-	-	100	100	-
621	7501-551 Municipal Fleet Services	189,700	230,800	41,100	-	-	-	49,600	50,600	1,000
625	0601-553 IT	101,100	132,600	31,500	5,300	5,400	100	600	600	-
	Sub-Total Other Funds	\$ 1,284,600	\$ 1,477,700	\$ 193,100	\$ 79,400	\$ 80,400	\$ 1,000	\$ 319,500	\$ 325,900	\$ 6,400
	TOTAL ALL FUNDS	\$ 8,555,100	\$ 9,118,400	\$ 563,300	\$ 834,900	\$ 843,400	\$ 8,500	\$ 2,114,700	\$ 2,157,000	\$ 42,300
291	6001-601 Memorial Library	1,266,600	1,352,800	86,200	-	-	-	-	-	-
	TOTAL CHARGES	\$ 9,821,700	\$ 10,471,200	\$ 649,500	\$ 834,900	\$ 843,400	\$ 8,500	\$ 2,114,700	\$ 2,157,000	\$ 42,300

► 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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Service Charges	\$8,632,500	\$9,024,800	\$9,821,700	\$9,821,700	\$10,418,200	\$596,500	6.1%
Interest Income	6,433	30,260	26,800	26,000	26,000	0	0.0%
Sales/Reimbursable/Rents	2,204,520	2,998,026	3,671,000	3,660,400	2,213,000	(1,447,400)	(39.5%)
Other	15,501	14,392	123,300	124,000	0	(124,000)	(100.0%)
Total Revenues	\$10,858,954	\$12,067,478	\$13,642,800	\$13,632,100	\$12,657,200	(\$974,900)	(7.2%)
Interfund Transfers In	2,300,000	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$13,158,954	\$12,067,478	\$13,642,800	\$13,632,100	\$12,657,200	(\$974,900)	(7.2%)
Expenditures							
Personal Services	\$150,155	\$168,562	\$518,600	\$518,600	\$525,600	\$7,000	1.3%
Contractual Services	4,558,677	4,658,626	4,480,200	5,135,800	5,221,200	85,400	1.7%
Commodities	500	670	500	500	500	0	0.0%
Other Charges	8,360,856	10,139,326	8,029,500	8,717,400	7,151,100	(1,566,300)	(18.0%)
Total Expenditures	\$13,070,188	\$14,967,184	\$13,028,800	\$14,372,300	\$12,898,400	(\$1,473,900)	(10.3%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$13,070,188	\$14,967,184	\$13,028,800	\$14,372,300	\$12,898,400	(\$1,473,900)	(10.3%)
Revenues over (under) Expenditures	\$88,766	(\$2,899,706)	\$614,000	(\$740,200)	(\$241,200)	\$499,000	(67.4%)
BEGINNING WORKING CASH	6,175,110	6,263,876	3,364,170	3,364,170	3,978,170	614,000	18.3%
ENDING WORKING CASH	\$6,263,876	\$3,364,170	\$3,978,170	\$2,623,970	\$3,736,970	\$1,113,000	42.4%

HEALTH INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
605-0000-451.68-00	Charges To Operations	7,504,300	7,865,900	8,555,100	8,555,100	9,065,400	510,300	6.0%
605-0000-451.70-00	Library Health Charge	1,128,200	1,158,900	1,266,600	1,266,600	1,352,800	86,200	6.8%
	Charges for Services	8,632,500	9,024,800	9,821,700	9,821,700	10,418,200	596,500	6.1%
605-0000-461.02-00	Interest on Investments	4,431	20,161	17,000	17,000	17,000	0	0.0%
605-0000-462.10-00	Market Value Adjustments	2,002	10,099	9,800	9,000	9,000	0	0.0%
	Interest Income	6,433	30,260	26,800	26,000	26,000	0	0.0%
605-0000-471.10-00	Retiree Insurance Payment	0	0	1,464,300	2,226,500	188,900	(2,037,600)	(91.5%)
605-0000-471.11-00	Cobra Payments	920	19,861	4,000	0	0	0	N/A
605-0000-471.12-00	Employee Contrib Health	1,045,218	1,098,918	1,168,000	1,210,900	1,256,900	46,000	3.8%
605-0000-471.13-00	Employee Contrib Dental	214,440	215,767	221,000	200,000	227,200	27,200	13.6%
605-0000-471.19-00	Employee Contrib Life	25,174	27,347	41,800	23,000	40,000	17,000	73.9%
605-0000-471.23-00	Aggregate Loss Proceeds	918,768	1,636,133	771,900	0	500,000	500,000	N/A
	Insurance	2,204,520	2,998,026	3,671,000	3,660,400	2,213,000	(1,447,400)	(39.5%)
605-0000-489.90-00	Other Income	15,501	14,392	123,300	124,000	0	(124,000)	(100.0%)
	Other	15,501	14,392	123,300	124,000	0	(124,000)	(100.0%)
605-0000-491.05-00	Operating Transfer In	2,300,000	0	0	0	0	0	N/A
	Other Financing Sources	2,300,000	0	0	0	0	0	N/A
Total Health Insurance Fund		13,158,954	12,067,478	13,642,800	13,632,100	12,657,200	(974,900)	(7.2%)

HEALTH INSURANCE FUND

EXPENDITURES

Human Resources

0301

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
605-0301-552.10-01	Salaries	107,863	114,426	103,800	103,800	108,000	4,200	4.0%
605-0301-552.18-01	Temporary Help	0	7,195	1,700	1,700	1,700	0	0.0%
	Salaries	107,863	121,621	105,500	105,500	109,700	4,200	4.0%
605-0301-552.19-01	Workers Compensation	100	100	100	100	100	0	0.0%
605-0301-552.19-05	Medical Insurance	19,000	24,000	26,100	26,100	26,800	700	2.7%
605-0301-552.19-06	Med Ins - P&F Duty Disability	0	0	366,500	366,500	365,000	(1,500)	(0.4%)
605-0301-552.19-10	IMRF	13,318	14,492	10,400	10,400	13,600	3,200	30.8%
605-0301-552.19-11	Social Security	6,249	6,766	6,500	6,500	6,800	300	4.6%
605-0301-552.19-12	Medicare	1,462	1,583	1,500	1,500	1,600	100	6.7%
605-0301-552.19-15	Compensated Absences	2,163	0	2,000	2,000	2,000	0	0.0%
	Fringe Benefits	42,292	46,941	413,100	413,100	415,900	2,800	0.7%
605-0301-552.20-05	Professional Services	10,699	17,500	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	468,584	399,177	100,000	523,000	108,200	(414,800)	(79.3%)
605-0301-552.20-50	Loss Prevention Program	107,928	128,309	132,500	132,500	132,500	0	0.0%
605-0301-552.20-55	Health Insurance Premiums	286,913	321,900	464,400	471,000	955,000	484,000	102.8%
605-0301-552.20-58	Vision Plan Premiums	39,851	0	0	0	0	0	N/A
605-0301-552.20-60	HMO Insurance Premiums	3,540,297	3,674,581	3,648,000	3,861,000	3,885,000	24,000	0.6%
605-0301-552.20-65	Life Insurance Employer	67,803	71,149	75,000	75,000	75,000	0	0.0%
605-0301-552.20-66	Supple Life Employee	32,404	37,871	20,000	33,000	25,000	(8,000)	(24.2%)
605-0301-552.22-02	Dues	0	1,008	500	500	500	0	0.0%
605-0301-552.22-03	Training	0	544	1,000	1,000	1,000	0	0.0%
605-0301-552.22-05	Postage	898	1,575	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	3,000	2,900	2,900	3,100	200	6.9%
605-0301-552.22-26	ACA Fees	0	2,012	2,200	2,200	2,200	0	0.0%
	Contractual Services	4,558,677	4,658,626	4,480,200	5,135,800	5,221,200	85,400	1.7%
605-0301-552.33-05	Other Supplies	500	670	500	500	500	0	0.0%
	Commodities	500	670	500	500	500	0	0.0%
605-0301-552.42-75	Claims Medical Loss	7,810,906	9,567,282	7,472,500	8,098,000	6,569,800	(1,528,200)	(18.9%)
605-0301-552.42-77	Claims Dental Loss	547,630	581,085	557,000	618,100	580,000	(38,100)	(6.2%)
605-0301-552.42-79	OPEB Liability Expense	2,320	(9,041)	0	1,300	1,300	0	0.0%
	Other Charges	8,360,856	10,139,326	8,029,500	8,717,400	7,151,100	(1,566,300)	(18.0%)
	Total Human Resources	13,070,188	14,967,184	13,028,800	14,372,300	12,898,400	(1,473,900)	(10.3%)
	Total Health Insurance Fund	13,070,188	14,967,184	13,028,800	14,372,300	12,898,400	(1,473,900)	(10.3%)

HUMAN RESOURCES

Health Insurance Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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 2019		Budget 2020	
SALARIES:						
605-0301-552.10-01	Salaries	Salaries	103,800		108,000	
605-0301-552.18-01	Temporary Help	Temporary Help	1,700		1,700	
TOTAL SALARIES			105,500		109,700	
FRINGE BENEFITS:						
605-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance	100		100	
605-0301-552.19-05	Medical Insurance	Medical Insurance	26,100		26,800	
605-0301-552.19-06	Med Ins On Duty Injury	Medical insurance premium for Police and Fire on duty Injury per PSEBA				
		Police (6)	135,300		147,000	
		Fire (9)	231,200	366,500	218,000	365,000
605-0301-552.19-10	IMRF	IMRF	10,400		13,600	
605-0301-552.19-11	Social Security	Social Security	6,500		6,800	
605-0301-552.19-12	Medicare	Medicare	1,500		1,600	
605-0301-552.19-15	Compensated Absences	Compensated Absences	2,000		2,000	
TOTAL FRINGE BENEFITS			413,100		415,900	
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	523,000		108,200	
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	132,500	102,000	132,500
605-0301-552.20-55	Health Insurance Prem	Stop loss (145,000 per claim)	471,000		955,000	
605-0301-552.20-60	HMO Insurance Premium	HMO medical coverage	3,861,000		3,885,000	
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		25,000	
605-0301-552.22-02	Dues	Dues	500		500	
605-0301-552.22-03	Training	Training	1,000		1,000	

HEALTH INSURANCE FUND

EXPENDITURE DETAIL

HUMAN RESOURCES (cont.)

0301

Account Number	Account Title	Description	Budget 2019	Budget 2020
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	2,900	3,100
605-0301-552.22-26	ACA Fees	Affordable Care Act fees	2,200	2,200
TOTAL CONTRACTUAL SERVICES			5,135,800	5,221,200
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)	8,098,000	6,569,800
605-0301-552.42-77	Claims-Dental Loss	Self-funded expected dental claims	618,100	580,000
605-0301-552.42-79	OPEB Liability Expense	OPEB liability expense	1,300	1,300
TOTAL OTHER CHARGES			8,717,400	7,151,100
TOTAL HUMAN RESOURCES			14,372,300	12,898,400
TOTAL HEALTH INSURANCE FUND			14,372,300	12,898,400

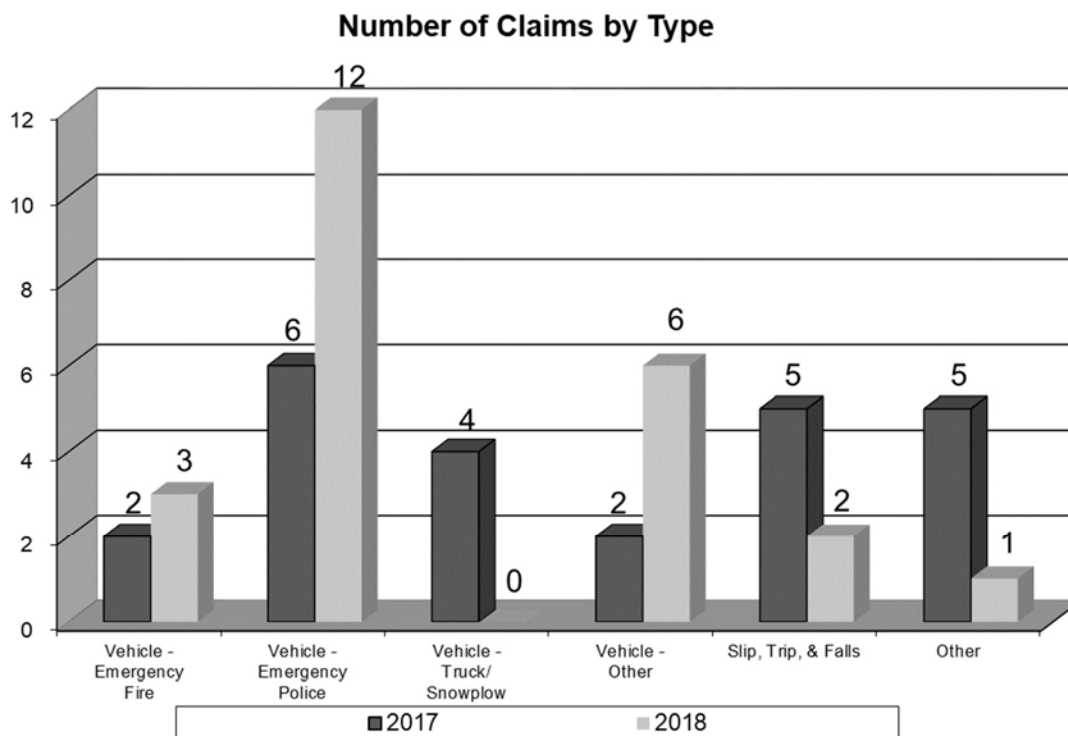
► Fund at a Glance

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).

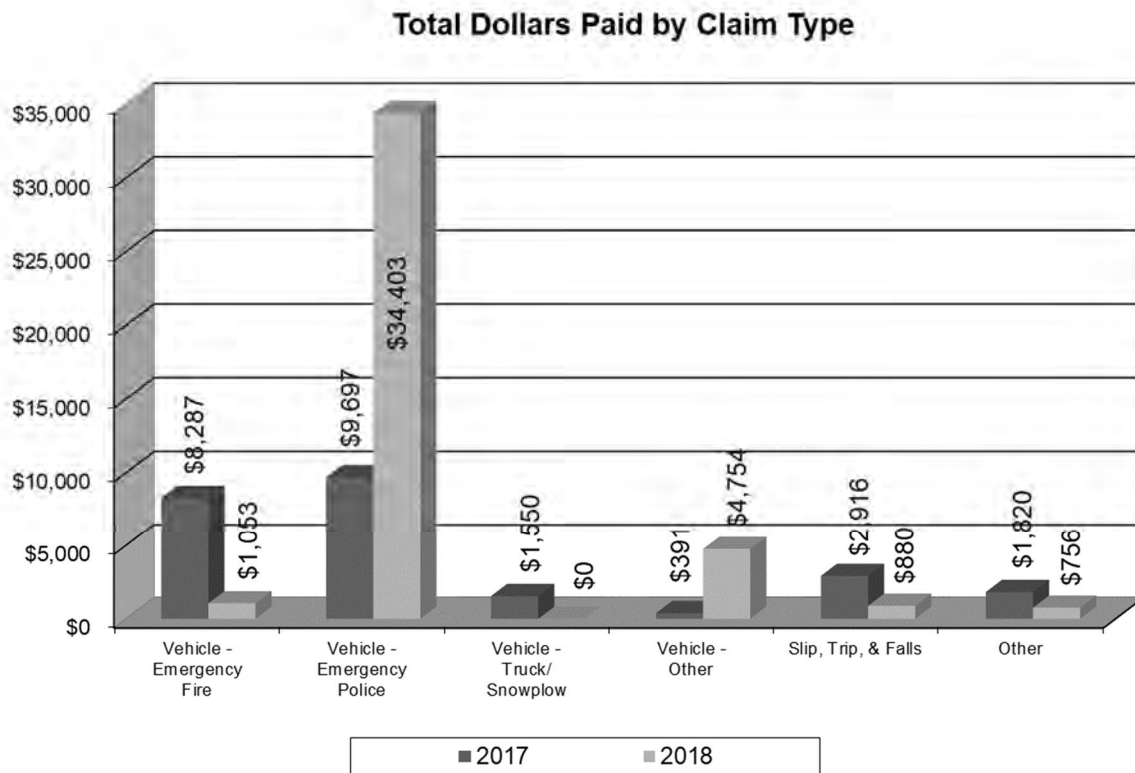
► Performance Measures



GENERAL LIABILITY INSURANCE FUND

(Continued)

► Performance Measures (cont.)



GENERAL LIABILITY INSURANCE FUND

(Continued)

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Service Charges	\$820,400	\$826,600	\$834,900	\$834,900	\$843,400	\$8,500	1.0%
Interest Income	21,060	49,492	39,000	14,600	24,000	9,400	64.4%
Other	99	(179,391)	0	0	0	0	N/A
Total Revenues	\$841,559	\$696,701	\$873,900	\$849,500	\$867,400	\$17,900	2.1%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$841,559	\$696,701	\$873,900	\$849,500	\$867,400	\$17,900	2.1%
Expenditures							
Contractual Services	\$423,885	\$303,432	\$333,000	\$342,000	\$358,000	\$16,000	4.7%
Other Charges	305,606	109,843	250,000	500,000	500,000	0	0.0%
Total Expenditures	\$729,491	\$413,275	\$583,000	\$842,000	\$858,000	\$16,000	1.9%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$729,491	\$413,275	\$583,000	\$842,000	\$858,000	\$16,000	1.9%
Revenues over (under) Expenditures	\$112,068	\$283,426	\$290,900	\$7,500	\$9,400	\$1,900	25.3%
BEGINNING WORKING CASH	2,873,576	2,985,644	3,269,070	3,269,070	3,559,970	290,900	8.9%
ENDING WORKING CASH	\$2,985,644	\$3,269,070	\$3,559,970	\$3,276,570	\$3,569,370	\$292,800	8.9%

GENERAL LIABILITY INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
611-0000-451.68-00	Charges To Operations	820,400	826,600	834,900	834,900	843,400	8,500	1.0%
	Charges for Services	820,400	826,600	834,900	834,900	843,400	8,500	1.0%
611-0000-461.02-00	Interest on Investments	15,653	34,465	24,000	14,600	24,000	9,400	64.4%
611-0000-462.10-00	Market Value Adjustments	5,407	15,027	15,000	0	0	0	N/A
	Interest Income	21,060	49,492	39,000	14,600	24,000	9,400	64.4%
611-0000-489.90-00	Other Income	99	(179,391)	0	0	0	0	N/A
	Other	99	(179,391)	0	0	0	0	N/A
	Total General Liability Ins Fund	841,559	696,701	873,900	849,500	867,400	17,900	2.1%

GENERAL LIABILITY INSURANCE FUND

EXPENDITURES

Finance

0501

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
611-0501-552.20-05	Professional Services	10,000	0	0	0	0	0	N/A
611-0501-552.20-45	Claims Administration	7,313	7,647	8,000	12,000	8,000	(4,000)	(33.3%)
611-0501-552.20-50	Loss Prevention Program	238	0	0	0	0	0	N/A
611-0501-552.20-70	Insurance Premiums	406,334	295,785	325,000	330,000	350,000	20,000	6.1%
	Contractual Services	423,885	303,432	333,000	342,000	358,000	16,000	4.7%
611-0501-552.42-53	Vehicle Loss	63,284	581	0	0	0	0	N/A
611-0501-552.42-55	Property Loss	3,552	0	0	0	0	0	N/A
611-0501-552.42-60	Liability Losses	238,770	16,460	75,000	0	0	0	N/A
611-0501-552.42-61	IRMA Liability Deductible	0	92,802	175,000	500,000	500,000	0	0.0%
	Other Charges	305,606	109,843	250,000	500,000	500,000	0	0.0%
	Total Finance	729,491	413,275	583,000	842,000	858,000	16,000	1.9%
	Total General Liability Ins Fund	729,491	413,275	583,000	842,000	858,000	16,000	1.9%

GENERAL LIABILITY INSURANCE FUND

EXPENDITURE DETAIL

FINANCE

0501

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
611-0501-552.20-45	Claims Administration	Claims administration	12,000	8,000
611-0501-552.20-70	Insurance Premiums	IRMA Contribution (25%)	330,000	350,000
TOTAL CONTRACTUAL SERVICES			342,000	358,000
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			842,000	858,000
TOTAL GENERAL LIABILITY INS FUND			842,000	858,000

► Fund at a Glance

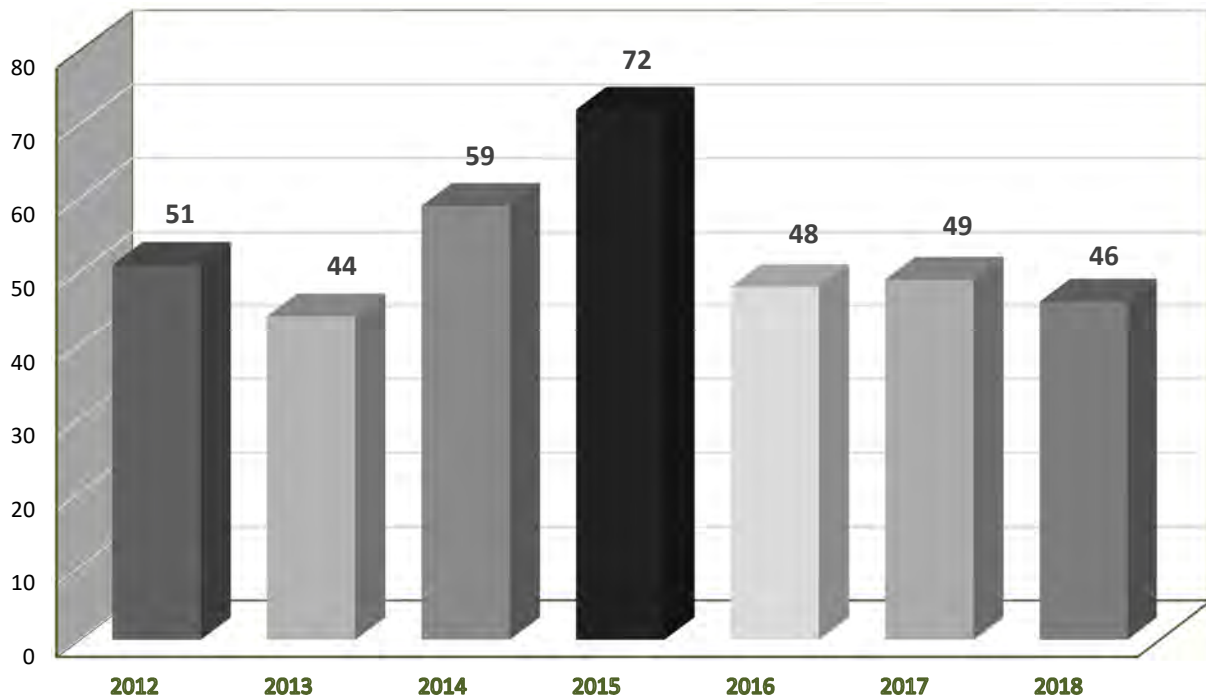
The Village maintains a separate fund for the purpose of accounting for state mandated Workers' Compensation benefits for employees who suffer job related illness or injury. In distributing cost, formulas are developed to charge the appropriate amount of "manual premium" back to the fund where the employees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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Service Charges	\$2,057,500	\$2,073,100	\$2,114,700	\$2,114,700	\$2,157,000	\$42,300	2.0%
Interest Income	42,660	74,707	48,000	39,000	39,000	0	0.0%
Sales/Reimbursable/Rents	85,512	5,677	137,000	0	0	0	N/A
Other	1,985	(293,700)	40,000	0	0	0	N/A
Total Revenues	\$2,187,657	\$1,859,784	\$2,339,700	\$2,153,700	\$2,196,000	\$42,300	2.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$2,187,657	\$1,859,784	\$2,339,700	\$2,153,700	\$2,196,000	\$42,300	2.0%
Expenditures							
Personal Services	\$119,064	\$124,707	\$135,500	\$150,200	\$155,500	\$5,300	3.5%
Contractual Services	687,472	916,506	1,014,400	1,061,100	1,116,300	55,200	5.2%
Commodities	902	1,273	1,600	1,600	1,600	0	0.0%
Other Charges	1,653,991	1,151,215	1,515,000	1,382,000	1,485,000	103,000	7.5%
Total Expenditures	\$2,461,429	\$2,193,701	\$2,666,500	\$2,594,900	\$2,758,400	\$163,500	6.3%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$2,461,429	\$2,193,701	\$2,666,500	\$2,594,900	\$2,758,400	\$163,500	6.3%
Revenues over (under) Expenditures	(\$273,772)	(\$333,917)	(\$326,800)	(\$441,200)	(\$562,400)	(\$121,200)	27.5%
BEGINNING WORKING CASH	4,920,564	4,646,792	4,312,875	4,312,875	3,986,075	(326,800)	(7.6%)
ENDING WORKING CASH	\$4,646,792	\$4,312,875	\$3,986,075	\$3,871,675	\$3,423,675	(\$448,000)	(11.6%)

WORKERS' COMPENSATION INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
615-0000-451.68-00	Charges To Operations	2,057,500	2,073,100	2,114,700	2,114,700	2,157,000	42,300	2.0%
	Charges for Services	2,057,500	2,073,100	2,114,700	2,114,700	2,157,000	42,300	2.0%
615-0000-461.02-00	Interest on Investments	31,875	51,847	28,000	39,000	39,000	0	0.0%
615-0000-462.10-00	Market Value Adjustments	10,785	22,860	20,000	0	0	0	N/A
	Interest Income	42,660	74,707	48,000	39,000	39,000	0	0.0%
615-0000-471.22-00	Workers Comp Reimburse	85,512	5,677	137,000	0	0	0	N/A
	Insurance	85,512	5,677	137,000	0	0	0	N/A
615-0000-489.90-00	Other Income	1,985	(293,700)	40,000	0	0	0	N/A
	Other	1,985	(293,700)	40,000	0	0	0	N/A
Total Workers' Comp Ins Fund		2,187,657	1,859,784	2,339,700	2,153,700	2,196,000	42,300	2.0%

WORKERS' COMPENSATION INSURANCE FUND

EXPENDITURES

Human Resources

0301

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
615-0301-552.10-01	Salaries	88,411	94,438	97,700	97,700	101,600	3,900	4.0%
615-0301-552.18-01	Temporary Help	0	0	2,000	4,200	4,200	0	0.0%
615-0301-552.18-80	Special Detail	0	0	5,000	7,500	5,000	(2,500)	(33.3%)
	Salaries	88,411	94,438	104,700	109,400	110,800	1,400	1.3%
615-0301-552.19-01	Workers Compensation	100	100	100	100	100	0	0.0%
615-0301-552.19-05	Medical Insurance	10,400	11,100	11,800	11,800	12,200	400	3.4%
615-0301-552.19-10	IMRF	10,916	11,954	10,500	10,500	13,800	3,300	31.4%
615-0301-552.19-11	Social Security	5,397	5,766	6,800	6,800	7,000	200	2.9%
615-0301-552.19-12	Medicare	1,262	1,349	1,600	1,600	1,600	0	0.0%
615-0301-552.19-15	Compensated Absences	2,578	0	0	0	0	0	N/A
615-0301-552.19-30	Unemployment Benefits	0	0	0	10,000	10,000	0	0.0%
	Fringe Benefits	30,653	30,269	30,800	40,800	44,700	3,900	9.6%
615-0301-552.20-20	Legal Services	0	0	2,000	4,700	4,700	0	0.0%
615-0301-552.20-45	Claims Administration	37,068	17,731	25,000	25,000	25,000	0	0.0%
615-0301-552.20-50	Loss Prevention Program	33,666	1,836	20,000	30,000	30,000	0	0.0%
615-0301-552.20-70	Insurance Premiums	611,520	892,431	961,000	995,000	1,050,000	55,000	5.5%
615-0301-552.21-65	Other Services	0	90	500	500	500	0	0.0%
615-0301-552.22-02	Dues	504	439	500	500	500	0	0.0%
615-0301-552.22-03	Training	1,407	979	2,500	2,500	2,500	0	0.0%
615-0301-552.22-05	Postage	7	0	0	0	0	0	N/A
615-0301-552.22-25	IT/GIS Service Charge	3,300	3,000	2,900	2,900	3,100	200	6.9%
	Contractual Services	687,472	916,506	1,014,400	1,061,100	1,116,300	55,200	5.2%
615-0301-552.30-01	Publications Periodicals	150	158	500	500	500	0	0.0%
615-0301-552.30-05	Office Supplies & Equip	752	1,115	800	800	800	0	0.0%
615-0301-552.33-05	Other Supplies	0	0	300	300	300	0	0.0%
	Commodities	902	1,273	1,600	1,600	1,600	0	0.0%
615-0301-552.42-75	Claims Medical Loss	482,344	205,614	105,000	150,000	75,000	(75,000)	(50.0%)
615-0301-552.42-79	OPEB Liability Expense	1,160	766	0	0	0	0	N/A
615-0301-552.42-80	Claims WC Salary Replace	1,170,487	410,171	410,000	350,000	410,000	60,000	17.1%
615-0301-552.42-81	IRMA Medical Loss Deductible	0	534,664	1,000,000	882,000	1,000,000	118,000	13.4%
	Other Charges	1,653,991	1,151,215	1,515,000	1,382,000	1,485,000	103,000	7.5%
Total Human Resources		2,461,429	2,193,701	2,666,500	2,594,900	2,758,400	163,500	6.3%
Total Workers' Comp Ins Fund		2,461,429	2,193,701	2,666,500	2,594,900	2,758,400	163,500	6.3%

HUMAN RESOURCES

Workers' Compensation Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
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 2019	Budget 2020
SALARIES:				
615-0301-552.10-01	Salaries	Salaries	97,700	101,600
615-0301-552.18-01	Temporary Help	Temporary Help	4,200	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	5,000
	TOTAL SALARIES		109,400	110,800
FRINGE BENEFITS:				
615-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance	100	100
615-0301-552.19-05	Medical Insurance	Medical Insurance	11,800	12,200
615-0301-552.19-10	IMRF	IMRF	10,500	13,800
615-0301-552.19-11	Social Security	Social Security	6,800	7,000
615-0301-552.19-12	Medicare	Medicare	1,600	1,600
615-0301-552.19-30	Unemployment Benefits	Unemployment benefits	10,000	10,000
	TOTAL FRINGE BENEFITS		40,800	44,700
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	25,000	25,000
615-0301-552.20-50	Loss Prevention/Program	Risk Mgmt Prevention and Training	30,000	30,000
615-0301-552.20-70	Insurance Premiums	IRMA Contribution (75%)	995,000	1,050,000
615-0301-552.21-65	Other Services	Miscellaneous services	500	500
615-0301-552.22-02	Dues	Dues	500	500
615-0301-552.22-03	Training	Training	2,500	2,500
615-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	2,900	3,100
	TOTAL CONTRACTUAL SERVICES		1,061,100	1,116,300
COMMODITIES:				
615-0301-552.30-01	Publications/Periodicals	Miscellaneous publications	500	500
615-0301-552.30-05	Office Supplies & Equip.	General office supplies	800	800
615-0301-552.33-05	Other Supplies	Other Commodities	300	300
	TOTAL COMMODITIES		1,600	1,600

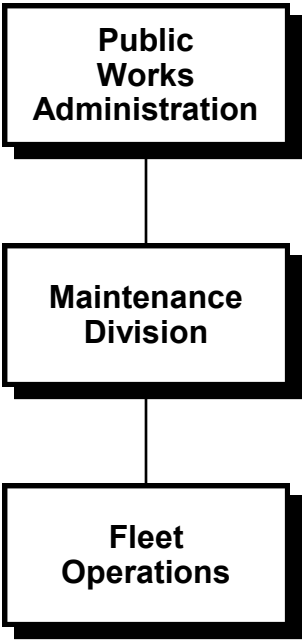
WORKERS' COMPENSATION INSURANCE FUND

EXPENDITURE DETAIL

HUMAN RESOURCES (cont.)

0301

Account Number	Account Title	Description	Budget 2019	Budget 2020
OTHER CHARGES:				
615-0301-552.42-75	Claims Medical Losses	Employee medical claims	150,000	75,000
615-0301-552.42-80	Claims WC Sal. Rpl/Indem	Salary replacement, final settlements	350,000	410,000
615-0301-552.42-81	IRMA Deductible - Medical	IRMA Medical Loss Deductible	882,000	1,000,000
TOTAL OTHER CHARGES			<u>1,382,000</u>	<u>1,485,000</u>
TOTAL HUMAN RESOURCES			<u>2,594,900</u>	<u>2,758,400</u>
TOTAL WORKERS' COMP INS FUND			<u>2,594,900</u>	<u>2,758,400</u>



► Fund at a Glance

The Village created an internal service fund for fleet operations. This allows departments to "lease" their vehicles internally from the Fleet Operations Fund, and allows the Village to accumulate reserves for the maintenance and periodic replacement of the fleet.

Fleet Operations is organizationally within the Maintenance Division of the Public Works Department. The unit is responsible for maintaining the 248 vehicles and 79 pieces of maintenance equipment operated by the various departments within the Village. The unit also provides maintenance for ten buses operated by Wheeling Township for the Senior Citizen Dial-a-Ride. Costs associated with maintenance, repair and fueling are maintained in a PC based fleet management program.

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

► Performance Measures

	2016	2017	2018
1. Vehicles/equipment maintained	340	337	327
2. Work orders completed	2,351	2,095	1,904
3. Fleet availability	99.19%	99.39%	99.27%
4. Preventative maintenance efficiency			
On time:	35%	20%	21%
Between 1 mile and 500 miles overdue:	49%	42%	40%
Between 501 miles and 1,000 miles overdue:	69%	62%	57%

FLEET OPERATIONS FUND

(Continued)

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$59,200	\$0	\$0	\$0	\$0	\$0	N/A
Fees	14,292	11,175	10,000	15,000	15,000	0	0.0%
Fines	20,189	14,058	15,000	20,000	20,000	0	0.0%
Service Charges	3,398,700	3,473,600	3,677,200	3,677,200	3,528,700	(148,500)	(4.0%)
Interest Income	51,407	111,134	79,000	54,000	54,000	0	0.0%
Sales/Reimbursable/Rents	274,605	221,912	174,300	132,000	130,000	(2,000)	(1.5%)
Other	0	294,701	100	0	0	0	N/A
Total Revenues	\$3,818,393	\$4,126,580	\$3,955,600	\$3,898,200	\$3,747,700	(\$150,500)	(3.9%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$3,818,393	\$4,126,580	\$3,955,600	\$3,898,200	\$3,747,700	(\$150,500)	(3.9%)
Expenditures							
Personal Services	\$1,481,468	\$1,494,923	\$1,463,100	\$1,528,800	\$1,601,900	\$73,100	4.8%
Contractual Services	230,648	284,404	323,900	323,300	327,500	4,200	1.3%
Commodities	326,183	380,922	408,800	408,400	391,900	(16,500)	(4.0%)
Other Charges	26,101	10,028	54,700	54,700	50,000	(4,700)	(8.6%)
Capital Items	2,008,023	1,211,751	3,732,900	3,732,893	1,572,500	(2,160,393)	(57.9%)
Total Expenditures	\$4,072,423	\$3,382,028	\$5,983,400	\$6,048,093	\$3,943,800	(\$2,104,293)	(34.8%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$4,072,423	\$3,382,028	\$5,983,400	\$6,048,093	\$3,943,800	(\$2,104,293)	(34.8%)
Revenues over (under) Expenditures	(\$254,030)	\$744,552	(\$2,027,800)	(\$2,149,893)	(\$196,100)	\$1,953,793	(90.9%)
BEGINNING WORKING CASH	6,840,885	6,586,855	7,331,407	7,331,407	5,303,607	(2,027,800)	(27.7%)
ENDING WORKING CASH	\$6,586,855	\$7,331,407	\$5,303,607	\$5,181,514	\$5,107,507	(\$74,007)	(1.4%)

FLEET OPERATIONS FUND (621)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2019								
			2017	2018	ESTIMATED	2019	2020	2021	2022	2023	2024
			ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES											
CHARGES TO OPERATIONS			3,398,700	3,473,600	3,677,200	3,677,200	3,528,700	3,705,100	3,890,400	4,084,900	4,289,100
INTERGOVERNMENTAL / OTHER GRANTS			59,200	0	0	0	0	0	0	0	0
FINES			20,189	14,058	15,000	20,000	20,000	20,000	20,000	20,000	20,000
WHEELING BUS MAINTENANCE			14,292	11,175	10,000	15,000	15,000	15,000	15,000	15,000	15,000
INTEREST INCOME			51,407	111,134	79,000	54,000	54,000	54,000	54,000	54,000	54,000
SALES/REIMB/RENTS			240,117	221,912	174,300	132,000	130,000	130,000	130,000	130,000	130,000
OTHER			34,488	294,701	100	0	0	0	0	0	0
TOTAL REVENUES			3,818,393	4,126,580	3,955,600	3,898,200	3,747,700	3,924,100	4,109,400	4,303,900	4,508,100
EXPENDITURES											
OPERATING EXPENDITURES											
Personal Services			1,481,468	1,494,923	1,463,100	1,528,800	1,601,900	1,641,900	1,682,900	1,725,000	1,768,100
Contractual Services			230,648	284,404	323,900	323,300	327,500	334,100	340,800	347,600	354,600
Commodities			326,183	380,922	408,800	408,400	391,900	399,700	407,700	415,900	424,200
Other Charges			26,101	10,028	24,700	24,700	20,000	20,000	20,000	20,000	20,000
SUBTOTAL - OPERATING EXPENDITURES			2,064,400	2,170,277	2,220,500	2,285,200	2,341,300	2,395,700	2,451,400	2,508,500	2,566,900
BUILDING & LAND											
Buildings Refurbishing (Electrical Upgrade to Garage)		BL-95-05	0	0	0	0	0	53,000	0	0	0
SUBTOTAL - BUILDING & LAND			0	0	0	0	0	53,000	0	0	0
VEHICLES											
Vehicle and Special Equipment Repl - PW		VH-95-01	1,485,171	0	1,914,400	1,914,388	952,700	1,450,000	701,300	1,078,400	560,000
Vehicle and Special Equipment Repl - W&S		VH-95-02	379,172	281,165	426,900	426,882	98,400	382,500	220,900	0	461,000
Vehicle Replacement - Police Department		VH-95-03	143,680	250,558	746,000	746,014	247,600	219,500	246,100	199,800	281,800
Vehicle Replacement - Fire Department		VH-95-04	0	680,028	645,600	645,609	39,800	470,600	1,371,600	1,253,700	0
Vehicle Replacement - Municipal Fleet Services		VH-95-06	0	0	0	0	52,000	48,000	0	0	0
Vehicle Replacement - Municipal Parking Operations		VH-95-08	0	0	0	0	109,000	0	0	0	0
Vehicle Replacement - Building & Health Services		VH-95-10	0	0	0	0	73,000	25,000	30,000	0	0
Vehicle Replacement - Planning Department		VH-95-12	0	0	0	0	0	0	0	0	26,000
SUBTOTAL - VEHICLES			2,008,023	1,211,751	3,732,900	3,732,893	1,572,500	2,595,600	2,569,900	2,531,900	1,328,800
OPERATING CONTINGENCY			0	0	30,000	30,000	30,000	30,000	30,000	30,000	30,000
TOTAL EXPENDITURES			4,072,423	3,382,028	5,983,400	6,048,093	3,943,800	5,074,300	5,051,300	5,070,400	3,925,700
BEGINNING WORKING CASH			6,840,885	6,586,855	7,331,407	7,331,407	5,303,607	5,107,507	3,957,307	3,015,407	2,248,907
REVENUES OVER (UNDER) EXPENDITURES			(254,030)	744,552	(2,027,800)	(2,149,893)	(196,100)	(1,150,200)	(941,900)	(766,500)	582,400
ENDING WORKING CASH			6,586,855	7,331,407	5,303,607	5,181,514	5,107,507	3,957,307	3,015,407	2,248,907	2,831,307

FLEET OPERATIONS FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
621-0000-411.70-00	Other Grants	59,200	0	0	0	0	0	N/A
	Grants	59,200	0	0	0	0	0	N/A
621-0000-431.24-00	Wheeling Bus Maintenance	14,292	11,175	10,000	15,000	15,000	0	0.0%
	General Government Fees	14,292	11,175	10,000	15,000	15,000	0	0.0%
621-0000-441.20-00	Vehicle Code Violation Fines	20,189	14,058	15,000	20,000	20,000	0	0.0%
	Fines	20,189	14,058	15,000	20,000	20,000	0	0.0%
621-0000-451.68-00	Charges To Operations	3,398,700	3,473,600	3,677,200	3,677,200	3,528,700	(148,500)	(4.0%)
	Charges for Services	3,398,700	3,473,600	3,677,200	3,677,200	3,528,700	(148,500)	(4.0%)
621-0000-461.02-00	Interest on Investments	38,315	77,372	49,000	49,000	49,000	0	0.0%
621-0000-462.10-00	Market Value Adjustments	13,092	33,762	30,000	5,000	5,000	0	0.0%
	Interest Income	51,407	111,134	79,000	54,000	54,000	0	0.0%
621-0000-471.15-00	Property Damage G B Pay	34,488	42,489	0	0	0	0	N/A
	Insurance/Property Damage	34,488	42,489	0	0	0	0	N/A
621-0000-472.24-00	Sale of Equipment	131,857	42,265	44,300	0	0	0	N/A
621-0000-472.26-00	Non Village Fuel Sales	108,260	137,158	130,000	132,000	130,000	(2,000)	(1.5%)
	Sales	240,117	179,423	174,300	132,000	130,000	(2,000)	(1.5%)
621-0000-489.88-00	Contributions	0	275,000	0	0	0	0	N/A
621-0000-489.90-00	Other Income	0	19,701	100	0	0	0	N/A
	Other	0	294,701	100	0	0	0	N/A
Total Fleet Operations Fund		3,818,393	4,126,580	3,955,600	3,898,200	3,747,700	(150,500)	(3.9%)

FLEET OPERATIONS FUND

EXPENDITURES

Municipal Fleet Services

7501

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
621-7501-551.10-01	Salaries	1,002,572	983,009	983,800	1,033,300	1,034,500	1,200	0.1%
621-7501-551.18-01	Temporary Help	0	5,735	8,900	8,900	9,100	200	2.2%
621-7501-551.18-05	Overtime Civilian	21,641	51,030	57,300	57,300	58,700	1,400	2.4%
	Salaries	1,024,213	1,039,774	1,050,000	1,099,500	1,102,300	2,800	0.3%
621-7501-551.19-01	Workers Compensation	48,100	48,600	49,600	49,600	50,600	1,000	2.0%
621-7501-551.19-05	Medical Insurance	200,200	200,700	189,700	189,700	230,800	41,100	21.7%
621-7501-551.19-10	IMRF	123,130	128,196	98,500	105,900	133,900	28,000	26.4%
621-7501-551.19-11	Social Security	61,347	62,934	61,000	68,200	68,300	100	0.1%
621-7501-551.19-12	Medicare	14,347	14,719	14,300	15,900	16,000	100	0.6%
621-7501-551.19-15	Compensated Absences	10,131	0	0	0	0	0	N/A
	Fringe Benefits	457,255	455,149	413,100	429,300	499,600	70,300	16.4%
621-7501-551.21-02	Equipment Maintenance	13,451	26,765	19,400	19,400	24,500	5,100	26.3%
621-7501-551.21-07	Vehicle Equipment Maint	150,079	176,815	211,300	211,300	213,000	1,700	0.8%
621-7501-551.21-08	Vehicle Damage	21,512	34,054	30,000	30,000	35,000	5,000	16.7%
621-7501-551.21-36	Equipment Rental	1,937	3,500	3,000	3,000	3,000	0	0.0%
621-7501-551.21-62	Disposal Services	1,384	1,161	2,000	2,000	2,000	0	0.0%
621-7501-551.21-65	Other Services	360	600	0	0	0	0	N/A
621-7501-551.22-02	Dues	555	815	600	600	1,500	900	150.0%
621-7501-551.22-03	Training	4,732	2,757	5,200	4,600	5,200	600	13.0%
621-7501-551.22-05	Postage	81	137	300	300	300	0	0.0%
621-7501-551.22-10	Printing	357	0	400	400	400	0	0.0%
621-7501-551.22-25	IT/GIS Service Charge	23,300	21,400	31,900	31,900	34,100	2,200	6.9%
621-7501-551.22-37	Vehicle/Equip Lease Chrg	12,900	16,400	19,800	19,800	8,500	(11,300)	(57.1%)
	Contractual Services	230,648	284,404	323,900	323,300	327,500	4,200	1.3%
621-7501-551.30-01	Publications Periodicals	0	295	100	100	100	0	0.0%
621-7501-551.30-05	Office Supplies & Equip	376	478	700	700	700	0	0.0%
621-7501-551.30-35	Clothing	5,923	8,895	6,400	6,000	6,400	400	6.7%
621-7501-551.30-50	Petroleum Products	845	1,268	1,300	1,300	1,400	100	7.7%
621-7501-551.30-55	Non Village Fuel Resale	98,186	109,657	154,400	154,400	138,000	(16,400)	(10.6%)
621-7501-551.31-50	Vehicle Maintenance Sup	202,592	249,058	228,100	228,100	227,500	(600)	(0.3%)
621-7501-551.31-65	Other Equip & Supplies	12,704	7,188	12,400	12,400	12,400	0	0.0%
621-7501-551.31-85	Small Tools and Equipment	4,411	2,822	4,000	4,000	4,000	0	0.0%
621-7501-551.33-05	Other Supplies	1,146	1,261	1,400	1,400	1,400	0	0.0%
	Commodities	326,183	380,922	408,800	408,400	391,900	(16,500)	(4.0%)
621-7501-551.40-95	Wheeling Bus Maintenance	12,182	8,950	19,700	19,700	15,000	(4,700)	(23.9%)
621-7501-551.40-96	Operating Contingency	0	0	30,000	30,000	30,000	0	0.0%
621-7501-551.42-79	OPEB Liability Expense	13,919	1,078	5,000	5,000	5,000	0	0.0%
	Other Charges	26,101	10,028	54,700	54,700	50,000	(4,700)	(8.6%)
	Total Mun. Fleet Services	2,064,400	2,170,277	2,250,500	2,315,200	2,371,300	56,100	2.4%

Equipment

9003

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
621-9003-572.50-05	Vehicle Equipment	2,008,023	1,211,751	3,732,900	3,732,893	1,572,500	(2,160,393)	(57.9%)
	Capital Outlay	2,008,023	1,211,751	3,732,900	3,732,893	1,572,500	(2,160,393)	(57.9%)
	Total Equipment	2,008,023	1,211,751	3,732,900	3,732,893	1,572,500	(2,160,393)	(57.9%)
	Total Fleet Operations Fund	4,072,423	3,382,028	5,983,400	6,048,093	3,943,800	(2,104,293)	(34.8%)

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

Title	Grade	Authorized Positions in F-T-E		
		2019	2020	+ (-)
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		
		2019	2020	+ (-)
101	General Fund	51.25	51.25	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	102.50	102.50	0.00

FLEET OPERATIONS FUND

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES

7501

Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
621-7501-551.10-01	Salaries	Salaries	1,033,300		1,034,500	
621-7501-551.18-01	Temporary Help	Temporary Help	8,900		9,100	
621-7501-551.18-05	Overtime Civilian	Overtime Civilian	57,300		58,700	
TOTAL SALARIES			1,099,500		1,102,300	
FRINGE BENEFITS:						
621-7501-551.19-01	Workers' Compensation	Workers' Compensation Insurance	49,600		50,600	
621-7501-551.19-05	Medical Insurance	Medical Insurance	189,700		230,800	
621-7501-551.19-10	IMRF	IMRF	105,900		133,900	
621-7501-551.19-11	Social Security	Social Security	68,200		68,300	
621-7501-551.19-12	Medicare	Medicare	15,900		16,000	
TOTAL FRINGE BENEFITS			429,300		499,600	
CONTRACTUAL SERVICES:						
621-7501-551.21-02	Equipment Maintenance	Fleet/ Inv. Software Support & Subscriptions	11,200		11,300	
		Fuel Master	5,000		10,000	
		Diagnostic equipment	2,000		2,500	
		Overhead crane	1,200	19,400	700	24,500
621-7501-551.21-07	Vehicle Equip. Maint.	Vehicle equipment maintenance				
		Police	19,800		20,000	
		Fire	66,600		67,000	
		Building	7,000		7,000	
		Health	7,000		7,000	
		IT	7,000		7,000	
		Planning	7,000		7,000	
		PW Maint	73,700		75,000	
		PW Utility	9,200		9,000	
		PW Fleet	7,000		7,000	
		Parking	7,000	211,300	7,000	213,000
621-7501-551.21-08	Vehicle Damage	Vehicle accident repair	30,000		35,000	
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	600		1,500	

FLEET OPERATIONS FUND

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES (cont.)

7501

Account Number	Account Title	Description	Budget 2019		Budget 2020	
621-7501-551.22-03	Training	Elect. and Computer Cntrl.	300		500	
		Mechanic Test (ASE)	1,000		1,000	
		In-service Training	500		500	
		APWA (10 @ 20)	200		400	
		Fleet Management Program	500		700	
		Police and Fire Equipment Training	2,100	4,600	2,100	5,200
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		31,900		34,100
621-7501-551.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		19,800		8,500
TOTAL CONTRACTUAL SERVICES				323,300		327,500
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	2,400		2,800	
		Boots, rainwear, gloves & misc. clothing	2,500		2,500	
		Safety glasses, goggles, safety shoes, hard hats & misc. safety equipment	1,100	6,000	1,100	6,400
621-7501-551.30-50	Petroleum Products	Gasoline for department vehicle(s)		1,300		1,400
621-7501-551.30-55	Non-Village Petro Resale	Non-Village Petroleum Resale		154,400		138,000
621-7501-551.31-50	Vehicle Maintenance Supl	Public Works Maintenance	97,000		90,000	
		Public Works Fleet	600		2,500	
		Manager's Office / IT	500		700	
		Police	43,200		53,000	
		Fire	40,100		25,500	
		Planning & Community Development	500		800	
		Building Services	2,400		5,000	
		Health Services	1,700		2,500	
		Water/Sewer - PW Utility	32,700		43,000	
		Parking	9,400	228,100	4,500	227,500
621-7501-551.31-65	Other Equip. & Supplies	Drill bits and hoses	2,000		2,000	
		General Maintenance Materials	5,800		5,800	
		Welding supplies	3,800		3,800	
		Tire repair supplies	800	12,400	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				408,400		391,900

FLEET OPERATIONS FUND

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES (cont.)

7501

Account Number	Account Title	Description	Budget 2019	Budget 2020
OTHER CHARGES:				
621-7501-551.40-95	Wheeling Bus Maintenance	Wheeling bus maintenance	19,700	15,000
621-7501-551.40-96	Operating Contingency	Operating contingency	30,000	30,000
621-7501-551.42-79	OPEB Liability Expense	OPEB liability expense	5,000	5,000
TOTAL OTHER CHARGES			<u>54,700</u>	<u>50,000</u>
TOTAL MUNICIPAL FLEET SERVICES			<u>2,315,200</u>	<u>2,371,300</u>

EQUIPMENT

9003

Account Number	Account Title	Description	Budget 2019	Budget 2020
CAPITAL OUTLAY:				
621-9003-572.50-05	Vehicle Equipment	Public Works Vehicle Repl. (VH9501)		
		SUV Hybrid	40,100	0
		Chipper Box	109,000	0
		2.5 Dump Truck (4)	834,700	0
		5 Ton Dump Truck	250,000	0
		Wheel Loader (1) / (2)	275,000	337,800
		Hot Patcher	15,000	0
		Asphalt Roller	40,000	0
		Trackless	0	137,000
		Pick-up Truck	0	38,000
		Sweeper	0	213,000
		Arrow Board Trailer (2)	0	30,000
		Traffic Aerial Truck	0	196,900
		Prior Year Encumbrance Carryover	350,588 1,914,388	0 952,700
		Water Utility Vehicle Repl. (VH9502)		
		Step Van	160,000	0
		5 Ton Dump Truck	119,900	0
		Van (Production)	0	27,600
		SUV Hybrid	0	36,300
		Pick-up Truck	0	34,500
		Prior Year Encumbrance Carryover	146,982 426,882	0 98,400
		Police Vehicle Repl. (VH9503)		
		Patrol Vehicles (7) / (4)	226,500	154,000
		Sedans (6) / (2)	165,900	56,600
		SUV (2) / (1)	34,600	37,000
		Forensic Tech SUV	37,400	0
		Motorcycle (2)	50,300	0
		Van	24,100	0
		Prior Year Encumbrance Carryover	207,214 746,014	0 247,600

FLEET OPERATIONS FUND

EXPENDITURE DETAIL

EQUIPMENT (cont.)

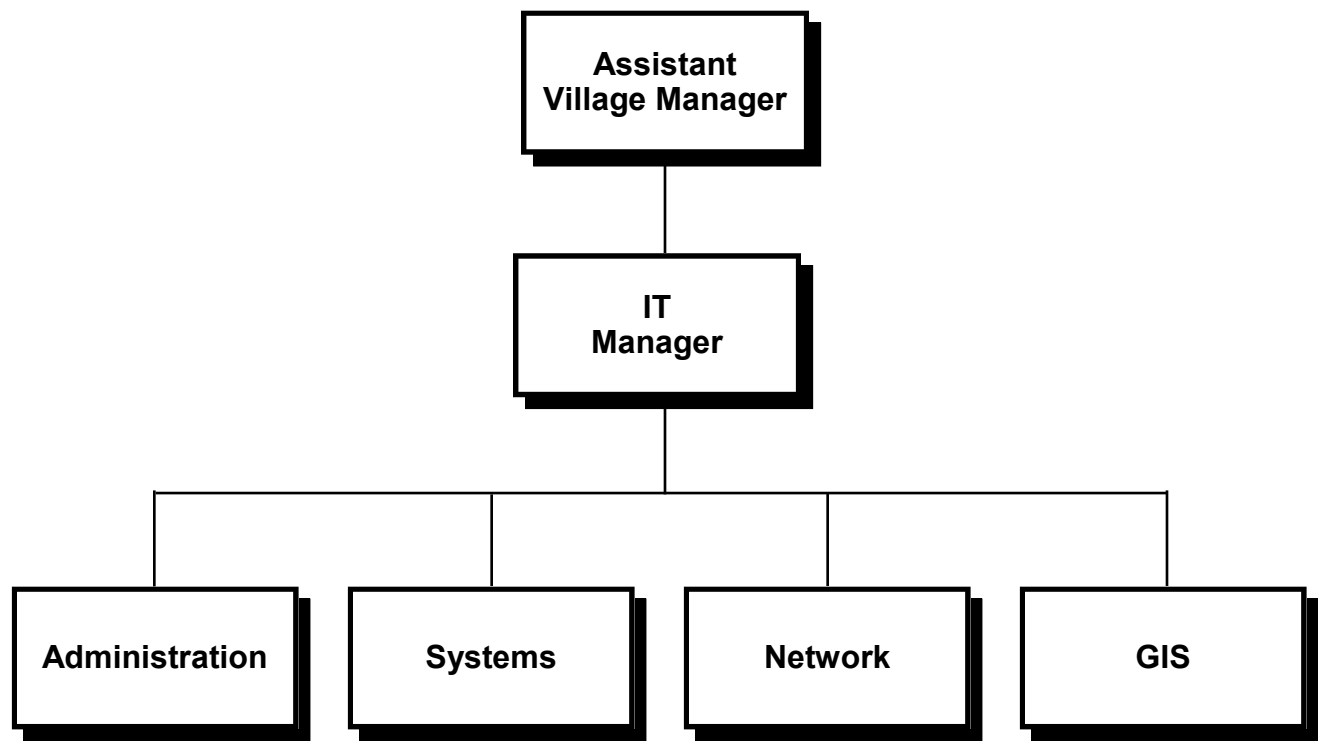
9003

Account Number	Account Title	Description	Budget 2019		Budget 2020	
		Fire Vehicle Repl. (VH9504)				
		SUV Hybrid	39,800		39,800	
		Fire Rescue Squad	285,000		0	
		Prior Year Encumbrance Carryover	320,809	645,609	0	39,800
		Public Works Fleet Vehicle Repl. (VH9506)				
		Utility Body		0		52,000
		Municipal Parking Vehicle Repl. (VH9508)				
		Sweeper Small		0		109,000
		Building & Health Vehicle Repl. (VH9510)				
		Pick-up Truck	0		23,000	
		Hybrid Sedans (2)	0	0	50,000	73,000
		TOTAL CAPITAL OUTLAY	3,732,893		1,572,500	
		TOTAL EQUIPMENT	3,732,893		1,572,500	
		TOTAL FLEET OPERATIONS FUND	6,048,093		3,943,800	

VILLAGE OF ARLINGTON HEIGHTS

2020 CHARGES TO OPERATIONS FOR VEHICLE LEASE CHARGES

FUND	DEPT	OPERATION	MAINTENANCE FEE			DEPRECIATION			LEASE COSTS			TOTAL CHARGES VEHICLE/EQUIP LEASE CHARGE		
			2019	2020	VARIANCE	2019	2020	VARIANCE	2019	2020	VAR	2019	2020	VARIANCE
101	3001-511	Police	\$543,500	\$503,700	(\$39,800)	\$123,600	\$115,100	(\$8,500)	\$0	\$0	\$0	\$667,100	\$618,800	(\$48,300)
101	3501-512	Fire	482,100	559,200	77,100	361,100	361,100	0	0	0	0	843,200	920,300	77,100
101	4001-521	Planning & Community Devlp	2,900	3,600	700	1,500	1,500	0	0	0	0	4,400	5,100	700
101	4501-523	Building & Life Safety	37,200	33,600	(3,600)	15,800	15,700	(100)	0	0	0	53,000	49,300	(3,700)
101	7001-523	Health Services	24,100	26,900	2,800	10,000	9,900	(100)	0	0	0	34,100	36,800	2,700
101	7101-531	Public Works	856,200	781,700	(74,500)	596,500	576,000	(20,500)	0	0	0	1,452,700	1,357,700	(95,000)
Sub-Total General Fund			\$1,946,000	\$1,908,700	(\$37,300)	\$1,108,500	\$1,079,300	(\$29,200)	\$0	\$0	\$0	\$3,054,500	\$2,988,000	(\$66,500)
235	3001-532	Police	5,900	7,100	1,200	2,300	2,400	100	0	0	0	8,200	9,500	1,300
235	7101-532	Public Works	50,200	25,700	(24,500)	13,900	11,700	(2,200)	0	0	0	64,100	37,400	(26,700)
505	7201-561	Water Utilities	311,500	283,800	(27,700)	212,100	197,100	(15,000)	2,000	0	(2,000)	525,600	480,900	(44,700)
621	7501-551	Municipal Fleet Services	18,700	7,300	(11,400)	1,100	1,200	100	0	0	0	19,800	8,500	(11,300)
625	0601-553	IT	3,200	2,600	(600)	1,800	1,800	0	0	0	0	5,000	4,400	(600)
Sub-Total Other Funds			\$389,500	\$326,500	(\$63,000)	\$231,200	\$214,200	(\$17,000)	\$2,000	\$0	(\$2,000)	\$622,700	\$540,700	(\$82,000)
TOTAL CHARGES ALL FUNDS			\$2,335,500	\$2,235,200	(\$100,300)	\$1,339,700	\$1,293,500	(\$46,200)	\$2,000	\$0	(\$2,000)	\$3,677,200	\$3,528,700	(\$148,500)



► **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:

Enterprise Resource Planning (ERP) system – An in-house computer system provides software to support the Village's financial, utility billing and land management needs. This system utilizes an IBM iSeries computer and HTE Municipal software. Based on the Village's new high speed internet contract with Comcast, the Village moved to a cloud computing service with H.T.E.

Computer Network Infrastructure – A high-speed computer network utilizing Microsoft network protocol supports PCs and related peripheral equipment at the Village Hall and seven remote sites. There are 483 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.

2019 Accomplishments

Document Management - Expanded the use of LaserFiche document management system with village departments in order to streamline and improve internal processes, digitalize and archive documents. This is an ongoing project.

NWCD Computer Aided Dispatch Vendor Implementation - In partnership with NWCD, the IT Division is 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. Project completion has been scheduled for March 2020

2020 Strategic Priorities & Key Projects

1. Microsoft Office 365 Expansion

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

Expanding the Microsoft Office 365 software offering by adding Microsoft OneDrive, SharePoint, and Teams application. These services benefit users by offering online collaboration, documents sharing and project tracking. Also, SharePoint will replace the village's outdated intranet and will provide easy access to various employee documents and forms.

Project Lead: I.T. Manager
Project Completion: 3Q 2020
Project Cost: \$5,000/ annually

2. Establishment of Technology Purchasing Policy and Guide

Strategic Priority: #4 Increase Efficiencies throughout Village Processes and Procedures

Empower departments to collaborate with I.T. throughout their procurement processes. Develop a policy that applies to purchases of hardware and software. The policy will establish standards, guidelines, and procedures for the purchase of technologies that support excellent stewardship of Village resources.

Project Lead: I.T. Manager
Project Completion: 2Q 2020
Project Cost: Staff Time

3. Network Vulnerability Assessment

Strategic Priority: #7 Continue with Infrastructure Improvements

To ensure village network is properly secured and risk of being hack is kept at minimum, IT staff will engage an outside cyber security vendor to perform a Network Vulnerability Assessment/Network Penetration testing. The purpose of the assessment testing is to analyze the village network environment for any weak points, uncover hidden cyber risk and reduce exposure to cyber threats.

Project Lead: I.T. Manager
Project Completion: 2Q 2020
Project Cost: TBD

TECHNOLOGY FUND

(Continued)

4. Replacement of the Village Virtual Server Infrastructure

Strategic Priority: #7 Continue with Infrastructure Improvement Efforts

Expanding the Microsoft Office 365 software offering by adding Microsoft OneDrive, SharePoint, and Teams application. These services benefit users by offering online collaboration, documents sharing and project tracking. Also, SharePoint will replace the village's outdated intranet and will provide easy access to various employee documents and forms.

Project Lead: I.T. Manager
Project Completion: 3Q 2021
Project Cost: \$110,000

5. Centralized Data Management in Collaboration with ERP Transition

Staff Generated Project

To ensure village network is properly secured and risk of being hack is kept at minimum, IT staff will engage an outside cyber security vendor to perform a Network Vulnerability Assessment/Network Penetration testing. The purpose of the assessment testing is to analyze the village network environment for any weak points, uncover hidden cyber risk and reduce exposure to cyber threats.

Project Lead: I.T. Manager
Project Completion: throughout 2020-2021
Project Cost: TBD

6. Internal Technology Consulting and Departmental Assessments

Staff Generated Project

The IT Division will continue the centralization of departmental IT functions with central IT operations aimed at improving and reducing cost of services. IT will continue to provide assistance and technical expertise on various department projects to better leverage technology in their day to day operations.

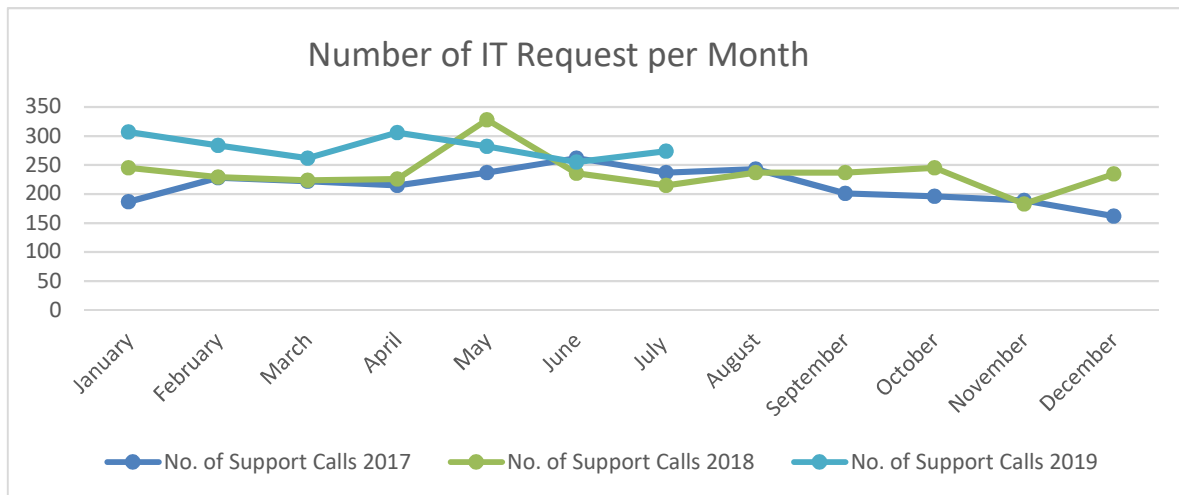
Project Lead: I.T. Manager
Project Completion: Ongoing
Project Cost: TBD

Performance Measures

	2016	2017	2018
1. Total # of PC's/Laptops/Tablets # of PC's/Laptops replaced % of PC's/Laptops replaced	483 98 20.28%	477 78 16.35%	492 84 17.07%
2. Total # of printers # of printers replaced % of printers replaced	176 13 7.38%	178 12 6.74%	171 12 7.01%
3. # of Help Desk service calls	2,010	2,625	2840
4. # of system downtime hours % of system up-time	0 100%	1 99.89%	0 100%

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	12	6	n/a	n/a	n/a
Legal	4	2	n/a	n/a	n/a
Finance	20	19	n/a	n/a	n/a
Police	174	34	n/a	n/a	n/a
Fire	53	24	n/a	n/a	n/a
Planning	15	5	n/a	n/a	n/a
Building Services	21	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	19	7	n/a	n/a	n/a
Public Works	90	33	n/a	n/a	n/a
Sub-Total: Depts. not incl. IT/GIS	451	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	3	1	n/a	n/a	n/a
Train Station	1	0	1	n/a	n/a
Sub-Total: IT/GIS	46	10	51	45	6
Total	492	171	51	45	6

TECHNOLOGY FUND

(Continued)

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Service Charges	\$1,663,700	\$1,674,500	\$1,694,600	\$1,694,600	\$1,884,600	\$190,000	11.2%
Interest Income	17,406	38,434	17,200	6,000	6,000	0	0.0%
Other	22,682	0	0	0	0	0	N/A
Total Revenues	\$1,703,788	\$1,712,934	\$1,711,800	\$1,700,600	\$1,890,600	\$190,000	11.2%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,703,788	\$1,712,934	\$1,711,800	\$1,700,600	\$1,890,600	\$190,000	11.2%
Expenditures							
Personal Services	\$728,961	\$693,065	\$706,000	\$707,400	\$873,400	\$166,000	23.5%
Contractual Services	500,427	584,918	688,000	694,600	700,000	5,400	0.8%
Commodities	62,947	54,710	68,500	71,800	70,400	(1,400)	(1.9%)
Other Charges	11,599	(12,009)	5,000	5,000	5,000	0	0.0%
Capital Items	154,189	201,815	278,800	441,800	841,800	400,000	90.5%
Total Expenditures	\$1,458,123	\$1,522,499	\$1,746,300	\$1,920,600	\$2,490,600	\$570,000	29.7%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,458,123	\$1,522,499	\$1,746,300	\$1,920,600	\$2,490,600	\$570,000	29.7%
Revenues over (under) Expenditures	\$245,665	\$190,435	(\$34,500)	(\$220,000)	(\$600,000)	(\$380,000)	172.7%
BEGINNING WORKING CASH	2,020,043	2,265,708	2,456,143	2,456,143	2,421,643	(34,500)	(1.4%)
ENDING WORKING CASH	\$2,265,708	\$2,456,143	\$2,421,643	\$2,236,143	\$1,821,643	(\$414,500)	(18.5%)

TECHNOLOGY FUND (625)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2019								
		2017 ACTUAL	2018 ACTUAL	ESTIMATED ACTUAL	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET
REVENUES										
CHARGES TO OPERATIONS		1,640,000	1,650,100	1,669,500	1,669,500	1,858,700	1,894,800	1,931,800	1,969,600	2,008,300
CHARGES TO OPERATIONS - LIBRARY		23,700	24,400	25,100	25,100	25,900	26,700	27,500	28,300	29,100
INTEREST INCOME		17,406	38,434	17,200	6,000	6,000	6,000	6,000	6,000	6,000
OTHER INCOME		22,682	0	0	0	0	0	0	0	0
TOTAL REVENUES		1,703,788	1,712,934	1,711,800	1,700,600	1,890,600	1,927,500	1,965,300	2,003,900	2,043,400
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		728,961	693,065	706,000	707,400	873,400	895,200	917,600	940,500	964,000
Contractual Services		500,427	584,918	688,000	694,600	700,000	714,000	728,300	742,900	757,800
Commodities		62,947	54,710	68,500	71,800	70,400	71,500	72,600	73,700	74,800
Other Charges		11,599	(12,009)	5,000	5,000	5,000	5,000	5,000	5,000	5,000
SUBTOTAL - OPERATING EXPENDITURES		1,303,934	1,320,684	1,467,500	1,478,800	1,648,800	1,685,700	1,723,500	1,762,100	1,801,600
EQUIPMENT										
IT Equipment Replacement	EQ-97-08	154,189	201,815	241,800	241,800	241,800	241,800	241,800	241,800	241,800
Village ERP Software Replacement	EQ-19-04	0	0	37,000	200,000	600,000	1,500,000	0	0	0
SUBTOTAL - EQUIPMENT		154,189	201,815	278,800	441,800	841,800	1,741,800	241,800	241,800	241,800
TOTAL EXPENDITURES		1,458,123	1,522,499	1,746,300	1,920,600	2,490,600	3,427,500	1,965,300	2,003,900	2,043,400
BEGINNING WORKING CASH										
REVENUES OVER (UNDER) EXPENDS.		2,020,043	2,265,708	2,456,143	2,456,143	2,421,643	1,821,643	321,643	321,643	321,643
ENDING WORKING CASH		245,665	190,435	(34,500)	(220,000)	(600,000)	(1,500,000)	0	0	0
		2,265,708	2,456,143	2,421,643	2,236,143	1,821,643	321,643	321,643	321,643	321,643

TECHNOLOGY FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
625-0000-451.40-00	Service Charge Library	23,700	24,400	25,100	25,100	25,900	800	3.2%
625-0000-451.68-00	Charges To Operations	1,640,000	1,650,100	1,669,500	1,669,500	1,858,700	189,200	11.3%
	Charges for Services	1,663,700	1,674,500	1,694,600	1,694,600	1,884,600	190,000	11.2%
625-0000-461.02-00	Interest on Investments	13,045	26,677	13,000	6,000	6,000	0	0.0%
625-0000-462.10-00	Market Value Adjustments	4,361	11,757	4,200	0	0	0	N/A
	Interest Income	17,406	38,434	17,200	6,000	6,000	0	0.0%
625-0000-489-90-00	Other Income	22,682	0	0	0	0	0	N/A
	Other	22,682	0	0	0	0	0	N/A
	Total Technology Fund	1,703,788	1,712,934	1,711,800	1,700,600	1,890,600	190,000	11.2%

TECHNOLOGY FUND

EXPENDITURES

Information Technology / GIS

0601

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
625-0601-553.10-01	Salaries	509,690	487,541	501,800	501,700	602,200	100,500	20.0%
625-0601-553.18-01	Temporary Help	0	0	10,000	10,000	10,300	300	3.0%
625-0601-553.18-05	Overtime Civilian	0	1,730	3,900	3,900	4,000	100	2.6%
	Salaries	509,690	489,271	515,700	515,600	616,500	100,900	19.6%
625-0601-553.19-01	Workers Compensation	600	600	600	600	600	0	0.0%
625-0601-553.19-05	Medical Insurance	111,800	95,000	101,100	101,100	132,600	31,500	31.2%
625-0601-553.19-10	IMRF	62,932	61,931	50,200	50,600	76,600	26,000	51.4%
625-0601-553.19-11	Social Security	30,354	29,107	31,100	32,000	38,200	6,200	19.4%
625-0601-553.19-12	Medicare	7,099	6,807	7,300	7,500	8,900	1,400	18.7%
625-0601-553.19-15	Compensated Absences	6,486	10,349	0	0	0	0	N/A
	Fringe Benefits	219,271	203,794	190,300	191,800	256,900	65,100	33.9%
625-0601-553.20-05	Professional Services	84,802	202,402	223,500	223,500	217,000	(6,500)	(2.9%)
625-0601-553.20-39	Data Processing Services	237,872	235,461	272,200	272,200	277,600	5,400	2.0%
625-0601-553.20-40	General Insurance	5,100	5,200	5,300	5,300	5,400	100	1.9%
625-0601-553.21-02	Equipment Maintenance	55,166	36,418	43,700	43,700	44,100	400	0.9%
625-0601-553.21-65	Other Services	93,205	94,238	116,500	116,500	124,500	8,000	6.9%
625-0601-553.22-02	Dues	574	669	1,100	1,100	1,100	0	0.0%
625-0601-553.22-03	Training	19,378	7,341	20,000	25,300	23,900	(1,400)	(5.5%)
625-0601-553.22-05	Postage	313	520	600	1,000	1,000	0	0.0%
625-0601-553.22-15	Photocopying	17	69	100	1,000	1,000	0	0.0%
625-0601-553.22-37	Vehicle/Equip Lease Chrg	4,000	2,600	5,000	5,000	4,400	(600)	(12.0%)
	Contractual Services	500,427	584,918	688,000	694,600	700,000	5,400	0.8%
625-0601-553.30-01	Publications Periodicals	0	756	1,000	3,300	3,300	0	0.0%
625-0601-553.30-05	Office Supplies & Equip	6,741	2,260	4,000	5,000	5,000	0	0.0%
625-0601-553.30-50	Petroleum Products	149	154	300	300	200	(100)	(33.3%)
625-0601-553.33-05	Other Supplies	56,057	51,540	63,200	63,200	61,900	(1,300)	(2.1%)
	Commodities	62,947	54,710	68,500	71,800	70,400	(1,400)	(1.9%)
625-0601-553.42-79	OPEB Liability Expense	11,599	(12,009)	5,000	5,000	5,000	0	0.0%
	Other Charges	11,599	(12,009)	5,000	5,000	5,000	0	0.0%
625-0601-572.50-10	Office Equipment	154,189	201,815	278,800	441,800	841,800	400,000	90.5%
	Capital Outlay	154,189	201,815	278,800	441,800	841,800	400,000	90.5%
	Total Technology Fund	1,458,123	1,522,499	1,746,300	1,920,600	2,490,600	570,000	29.7%

PERSONNEL SUMMARY

Title	Grade	<u>Authorized Positions in F-T-E</u>		
		2019	2020	+ (-)
IT Manager	10	1.00	1.00	
Systems Engineer	8	1.00	1.00	
IT Systems Analyst		0.00	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	6.00	1.00

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

Code	Fund	<u>Authorized Positions in F-T-E</u>		
		2019	2020	+ (-)
101	General Fund	5.50	5.50	
625	Technology Fund	5.00	6.00	1.00
	Total F-T-E All Funds	10.50	11.50	1.00

TECHNOLOGY FUND

EXPENDITURE DETAIL

INFORMATION TECHNOLOGY / GEOGRAPHIC INFORMATION SYSTEMS

0601

Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
625-0601-553.10-01	Salaries	Salaries	501,700		602,200	
625-0601-553.18-01	Temporary Help	Temporary Help	10,000		10,300	
625-0601-553.18-05	Overtime Civilian	Overtime Civilian	3,900		4,000	
TOTAL SALARIES			515,600		616,500	
FRINGE BENEFITS:						
625-0601-553.19-01	Workers' Compensation	Workers' Compensation Insurance	600		600	
625-0601-553.19-05	Medical Insurance	Medical Insurance	101,100		132,600	
625-0601-553.19-10	IMRF	IMRF	50,600		76,600	
625-0601-553.19-11	Social Security	Social Security	32,000		38,200	
625-0601-553.19-12	Medicare	Medicare	7,500		8,900	
TOTAL FRINGE BENEFITS			191,800		256,900	
CONTRACTUAL SERVICES:						
625-0601-553.20-05	Professional Services	GIS Consortium	223,500		217,000	
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)	211,100		216,100	
		Prior Year Encumbrance Carryover				
		Two-Factor Maintenance Renewal	6,000		6,000	
		Business Process Improvement	11,500		11,500	
		NovusAGENDA electronic packets	19,000	272,200	19,400	277,600
625-0601-553.20-40	General Insurance	Liability and property insurance	5,300		5,400	
625-0601-553.21-02	Equipment Maintenance	Mini-computer and support equipment maintenance				
		GIS	22,800		23,200	
		Printers	7,000		7,000	
		Routers/Switches	5,000		5,000	
		Network	8,900	43,700	8,900	44,100
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	
		Laserfiche Licenses	0	116,500	8,000	124,500
625-0601-553.22-02	Dues	Dues and professional memberships				
		IT (GMIS)	700		700	
		GIS (ILGISA/URISA/AAG)	400	1,100	400	1,100

TECHNOLOGY FUND

EXPENDITURE DETAIL

IT / GIS (cont.)

0601

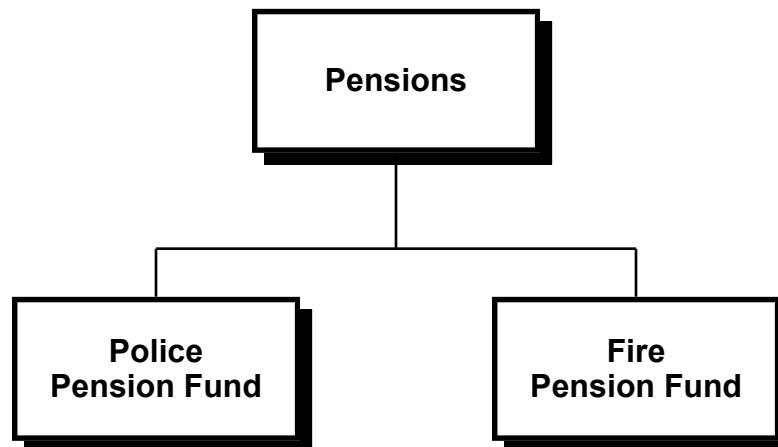
Account Number	Account Title	Description	Budget 2019		Budget 2020	
625-0601-553.22-03	Training	Seminars and specialized training				
		Conferences	2,000		2,000	
		Technical seminars & webinars	3,000		3,000	
		End-user training	8,300		8,300	
		User group seminars	4,500		4,500	
		Tuition reimbursement	4,500		3,100	
		Miscellaneous	3,000	25,300	3,000	23,900
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		5,000		4,400
TOTAL CONTRACTUAL SERVICES				694,600		700,000
COMMODITIES:						
625-0601-553.30-01	Publications/Periodicals	Periodicals and books				
		IT		3,300		3,300
625-0601-553.30-05	Office Supplies & Equip.	General office supplies				
		IT	1,000		1,000	
		GIS (includes media & cartriges for Canon plotter and printer)	4,000	5,000	4,000	5,000
625-0601-553.30-50	Petroleum Products	Gasoline for department vehicle(s)		300		200
625-0601-553.33-05	Other Supplies	Computer software, etc.				
		IT		63,200		61,900
TOTAL COMMODITIES				71,800		70,400
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	
		Public Safety vehicle computer systems	145,000	241,800	145,000	241,800
		Village ERP Software Replacement (EQ1904)		200,000		600,000
TOTAL CAPITAL OUTLAY				441,800		841,800
TOTAL TECHNOLOGY FUND				1,920,600		2,490,600

VILLAGE OF ARLINGTON HEIGHTS

2020 CHARGES TO OPERATIONS FOR IT/GIS SERVICES

FUND	OPERATION	IT/GIS SERVICE CHARGE		
		2019	2020	VARIANCE
101	0101-501 Board of Trustees	11,600	9,300	(2,300)
101	0201-502 Integrated Services	38,400	40,600	2,200
101	0301-503 Human Resources	26,100	27,900	1,800
101	0401-503 Legal Department	14,500	15,500	1,000
101	0501-503 Finance Department	34,800	37,300	2,500
101	3001-511 Police Department	516,200	626,400	110,200
101	3501-512 Fire Department	214,700	234,000	19,300
101	4001-521 Planning & Community Development	59,300	65,800	6,500
101	4501-523 Building & Life Safety	95,600	100,500	4,900
101	7001-523 Health Services	70,400	74,800	4,400
101	7007-523 Senior Services	49,300	52,800	3,500
101	7101-531 Public Works Department	270,800	297,800	27,000
Sub-Total General Fund		\$1,401,700	\$1,582,700	\$181,000
235	3001-532 Parking - Police	2,900	3,100	200
505	0501-503 Water & Sewer - Finance Department	54,900	57,000	2,100
505	7201-561 Water & Sewer - Water Utility	172,300	175,600	3,300
605	0301-552 Health Insurance - Human Resources	2,900	3,100	200
615	0301-552 Workers' Comp - Human Resources	2,900	3,100	200
621	7501-551 Fleet Operations - Mun. Fleet Services	31,900	34,100	2,200
Sub-Total Other Funds		\$267,800	\$276,000	\$8,200
TOTAL VILLAGE		\$1,669,500	\$1,858,700	\$189,200
291	6008-601 Memorial Library	\$25,100	\$25,900	\$800
TOTAL VILLAGE & LIBRARY		\$1,694,600	\$1,884,600	\$190,000

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

	2016	2017	2018
1. # of Active Participants	110	107	107
# of Retired Participants	96	97	101
Regular Pensioners	71	72	76
Duty Disability Pensioners	8	9	8
Non-Duty Disability Pensioners	1	1	1
Surviving Spouses	16	15	16
-			
2. Actuarial Value of Fund Assets at December 31	\$119,241,505	\$126,390,517	\$132,125,847
3. Total Actuarial Liability	\$156,420,714	\$162,812,081	\$167,769,855
4. Funded Ratio	73.6%	77.6%	78.8%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at Dec 31	6.4%	14.99%	(4.79%)
6. Employer Annual Actuarial Funding Requirements	\$3,873,732	\$4,016,824	\$4,209,000

POLICE PENSION FUND

(Continued)

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Interest Income	\$17,439,708	(\$5,671,428)	\$17,600,000	\$3,900,000	\$4,300,000	\$400,000	10.3%
Other	5,146,539	6,535,382	5,175,000	5,150,000	5,369,000	219,000	4.3%
Total Revenues	\$22,586,247	\$863,954	\$22,775,000	\$9,050,000	\$9,669,000	\$619,000	6.8%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$22,586,247	\$863,954	\$22,775,000	\$9,050,000	\$9,669,000	\$619,000	6.8%
Expenditures							
Personal Services	\$6,552,286	\$7,136,881	\$7,937,900	\$7,550,000	\$8,518,800	\$968,800	12.8%
Contractual Services	384,107	397,409	582,200	417,300	417,300	0	0.0%
Commodities	0	0	100	600	600	0	0.0%
Other Charges	55,616	555	81,000	26,000	26,000	0	0.0%
Total Expenditures	\$6,992,009	\$7,534,845	\$8,601,200	\$7,993,900	\$8,962,700	\$968,800	12.1%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$6,992,009	\$7,534,845	\$8,601,200	\$7,993,900	\$8,962,700	\$968,800	12.1%
Revenues over (under) Expenditures	\$15,594,238	(\$6,670,891)	\$14,173,800	\$1,056,100	\$706,300	(\$349,800)	(33.1%)
BEGINNING FUND BALANCE	114,843,016	130,437,254	123,766,363	123,766,363	137,940,163	14,173,800	11.5%
ENDING FUND BALANCE	\$130,437,254	\$123,766,363	\$137,940,163	\$124,822,463	\$138,646,463	\$13,824,000	11.1%

POLICE PENSION FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
705-0000-461.02-00	Interest on Investments	1,367,910	1,463,824	1,300,000	1,300,000	1,400,000	100,000	7.7%
	Interest Income	1,367,910	1,463,824	1,300,000	1,300,000	1,400,000	100,000	7.7%
705-0000-462.10-00	Market Value Adjustments	15,063,226	(8,773,016)	15,000,000	1,900,000	2,000,000	100,000	5.3%
705-0000-462.11-00	Dividend Income	1,008,572	1,637,764	1,300,000	700,000	900,000	200,000	28.6%
	Investment Income	16,071,798	(7,135,252)	16,300,000	2,600,000	2,900,000	300,000	11.5%
705-0000-485.86-00	Contributions Participant	1,074,682	1,144,554	1,158,000	1,133,000	1,160,000	27,000	2.4%
705-0000-485.87-00	Contribution R/E Tax	3,994,000	5,379,000	4,017,000	4,017,000	4,209,000	192,000	4.8%
705-0000-485.88-00	Portability Payments	76,730	0	0	0	0	0	N/A
	Pension Contributions	5,145,412	6,523,554	5,175,000	5,150,000	5,369,000	219,000	4.3%
705-0000-489.90-00	Other Income	1,127	11,828	0	0	0	0	N/A
	Other	1,127	11,828	0	0	0	0	N/A
Total Police Pension Fund		22,586,247	863,954	22,775,000	9,050,000	9,669,000	619,000	6.8%

POLICE PENSION FUND

EXPENDITURES

Pensions

8001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
705-8001-631.15-01	Service Pensions	5,549,343	6,026,385	6,749,500	6,439,000	7,325,800	886,800	13.8%
705-8001-631.15-02	Non-Duty Disability Pension	42,529	42,529	42,500	43,000	43,000	0	0.0%
705-8001-631.15-03	Duty Disability Pension	425,229	417,756	412,400	430,000	416,000	(14,000)	(3.3%)
705-8001-631.15-04	Surviving Spouse Pension	535,185	650,211	733,500	638,000	734,000	96,000	15.0%
	Salaries	6,552,286	7,136,881	7,937,900	7,550,000	8,518,800	968,800	12.8%
705-8001-631.20-20	Legal Services	9,170	6,732	10,000	12,000	12,000	0	0.0%
705-8001-631.20-21	Invest Manager Services	341,612	363,324	540,000	360,000	360,000	0	0.0%
705-8001-631.20-75	Examinations	5,852	5,100	5,000	12,000	12,000	0	0.0%
705-8001-631.21-65	Other Services	17,827	16,949	19,000	21,800	21,800	0	0.0%
705-8001-631.22-02	Dues	1,590	0	1,000	1,000	1,000	0	0.0%
705-8001-631.22-03	Training	7,854	5,304	6,000	10,000	10,000	0	0.0%
705-8001-631.22-05	Postage	202	0	1,200	500	500	0	0.0%
	Contractual Services	384,107	397,409	582,200	417,300	417,300	0	0.0%
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	100	500	500	0	0.0%
	Commodities	0	0	100	600	600	0	0.0%
705-8001-631.40-65	Pension Refunds	54,835	0	80,000	25,000	25,000	0	0.0%
705-8001-631.40-93	Foreign Taxes Paid	781	555	1,000	1,000	1,000	0	0.0%
	Other Charges	55,616	555	81,000	26,000	26,000	0	0.0%
	Total Expenditures	6,992,009	7,534,845	8,601,200	7,993,900	8,962,700	968,800	12.1%
	Total Police Pension Fund	6,992,009	7,534,845	8,601,200	7,993,900	8,962,700	968,800	12.1%

POLICE PENSION FUND

EXPENDITURE DETAIL

PENSIONS

8001

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
705-8001-631.15-01	Service Pensions	Service Pensions	6,439,000	7,325,800
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	430,000	416,000
705-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension	638,000	734,000
TOTAL SALARIES			7,550,000	8,518,800
CONTRACTUAL SERVICES:				
705-8001-631.20-20	Legal Services	Legal services	12,000	12,000
705-8001-631.20-21	Invest Manager Services	Investment manager services	360,000	360,000
705-8001-631.20-75	Examinations	Examinations	12,000	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	7,500	7,500
		Other services	4,000	4,000
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			417,300	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			7,993,900	8,962,700
TOTAL POLICE PENSION FUND			7,993,900	8,962,700

► 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

	2016	2017	2018
1. # of Active Participants	106	106	110
# of Retired Participants	100	103	105
Regular Pensioners	59	60	60
Duty Disability Pensioners	25	26	26
Non-Duty Disability Pensioners	1	1	1
Surviving Spouses	15	15	18
2. Actuarial Value of Fund Assets at December 31	\$101,494,074	\$107,468,475	\$113,729,230
3. Total Actuarial Liability	\$146,448,364	\$149,223,600	\$154,033,679
4. Funded Ratio	66.8%	72.02%	73.8%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at December 31	7.7%	13.01%	(3.4%)
6. Employer Annual Actuarial Funding Requirements	\$4,851,695	\$4,952,007	\$5,130,000

FIRE PENSION FUND

(Continued)

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Interest Income	\$12,914,324	(\$3,450,313)	\$10,900,000	\$3,750,000	\$3,800,000	\$50,000	1.3%
Other	5,915,827	7,419,031	6,013,000	6,013,000	6,200,000	187,000	3.1%
Total Revenues	\$18,830,151	\$3,968,718	\$16,913,000	\$9,763,000	\$10,000,000	\$237,000	2.4%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$18,830,151	\$3,968,718	\$16,913,000	\$9,763,000	\$10,000,000	\$237,000	2.4%
Expenditures							
Personal Services	\$6,493,375	\$6,832,215	\$7,208,200	\$7,258,000	\$7,621,000	\$363,000	5.0%
Contractual Services	260,095	241,251	349,200	296,100	316,100	20,000	6.8%
Commodities	0	0	200	900	900	0	0.0%
Other Charges	60,206	0	0	26,000	26,000	0	0.0%
Total Expenditures	\$6,813,676	\$7,073,466	\$7,557,600	\$7,581,000	\$7,964,000	\$383,000	5.1%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$6,813,676	\$7,073,466	\$7,557,600	\$7,581,000	\$7,964,000	\$383,000	5.1%
Revenues over (under) Expenditures	\$12,016,475	(\$3,104,748)	\$9,355,400	\$2,182,000	\$2,036,000	(\$146,000)	(6.7%)
BEGINNING FUND BALANCE	97,818,219	109,834,694	106,729,946	106,729,946	116,085,346	9,355,400	8.8%
ENDING FUND BALANCE	\$109,834,694	\$106,729,946	\$116,085,346	\$108,911,946	\$118,121,346	\$9,209,400	8.5%

FIRE PENSION FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
711-0000-461.02-00	Interest on Investments	983,662	1,169,309	1,000,000	900,000	900,000	0	0.0%
	Interest Income	983,662	1,169,309	1,000,000	900,000	900,000	0	0.0%
711-0000-462.10-00	Market Value Adjustments	10,888,612	(5,691,806)	9,000,000	2,000,000	2,000,000	0	0.0%
711-0000-462.11-00	Dividend Income	1,042,050	1,072,184	900,000	850,000	900,000	50,000	5.9%
	Investment Income	11,930,662	(4,619,622)	9,900,000	2,850,000	2,900,000	50,000	1.8%
711-0000-485.86-00	Contributions Participant	1,021,422	1,065,390	1,060,000	1,060,000	1,070,000	10,000	0.9%
711-0000-485.87-00	Contribution R/E Tax	4,889,000	6,353,000	4,953,000	4,953,000	5,130,000	177,000	3.6%
711-0000-485.88-00	Portability Payments	0	0	0	0	0	0	N/A
	Pension Contributions	5,910,422	7,418,390	6,013,000	6,013,000	6,200,000	187,000	3.1%
711-0000-489.90-00	Other Income	5,405	641	0	0	0	0	N/A
	Other	5,405	641	0	0	0	0	N/A
	Total Fire Pension Fund	18,830,151	3,968,718	16,913,000	9,763,000	10,000,000	237,000	2.4%

FIRE PENSION FUND

EXPENDITURES

Pensions

8001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
711-8001-631.15-01	Service Pensions	4,310,564	4,622,967	4,830,400	4,994,000	5,199,000	205,000	4.1%
711-8001-631.15-02	Non-Duty Disability Pension	29,817	30,320	30,800	31,000	31,000	0	0.0%
711-8001-631.15-03	Duty Disability Pension	1,179,724	1,197,973	1,316,900	1,244,000	1,358,000	114,000	9.2%
711-8001-631.15-04	Surviving Spouse Pension	745,543	750,202	796,300	751,000	796,000	45,000	6.0%
711-8001-631.15-05	Occupational Disease Pens	227,727	230,753	233,800	238,000	237,000	(1,000)	(0.4%)
	Salaries	6,493,375	6,832,215	7,208,200	7,258,000	7,621,000	363,000	5.0%
711-8001-631.20-20	Legal Services	6,391	8,046	10,000	17,000	17,000	0	0.0%
711-8001-631.20-21	Invest Manager Services	224,178	201,912	301,000	230,000	250,000	20,000	8.7%
711-8001-631.20-22	Investment Custodian	9,663	10,386	10,400	9,700	9,700	0	0.0%
711-8001-631.20-23	Bank Services	0	0	300	300	300	0	0.0%
711-8001-631.20-75	Examinations	2,050	5,000	5,000	15,000	15,000	0	0.0%
711-8001-631.21-65	Other Services	16,103	14,562	20,300	20,300	20,300	0	0.0%
711-8001-631.22-02	Dues	795	795	800	800	800	0	0.0%
711-8001-631.22-03	Training	833	550	1,000	2,600	2,600	0	0.0%
711-8001-631.22-05	Postage	82	0	400	400	400	0	0.0%
	Contractual Services	260,095	241,251	349,200	296,100	316,100	20,000	6.8%
711-8001-631.30-01	Publications Periodicals	0	0	0	600	600	0	0.0%
711-8001-631.30-05	Office Supplies & Equip	0	0	200	300	300	0	0.0%
	Commodities	0	0	200	900	900	0	0.0%
711-8001-631.40-65	Pension Refunds	59,177	0	0	25,000	25,000	0	0.0%
711-8001-631.40-93	Foreign Taxes Paid	1,029	0	0	1,000	1,000	0	0.0%
	Other Charges	60,206	0	0	26,000	26,000	0	0.0%
	Total Pensions	6,813,676	7,073,466	7,557,600	7,581,000	7,964,000	383,000	5.1%
	Total Fire Pension Fund	6,813,676	7,073,466	7,557,600	7,581,000	7,964,000	383,000	5.1%

FIRE PENSION FUND

EXPENDITURE DETAIL

PENSIONS

8001

Account Number	Account Title	Description	Budget 2019		Budget 2020	
SALARIES:						
711-8001-631.15-01	Service Pensions	Service Pensions	4,994,000		5,199,000	
711-8001-631.15-02	Non-Duty Disability Pens	Non-Duty Disability Pension	31,000		31,000	
711-8001-631.15-03	Duty Disability Pension	Duty Disability Pension	1,244,000		1,358,000	
711-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension	751,000		796,000	
711-8001-631.15-05	Occupational Disease Pen	Occupational Disease Pension	238,000		237,000	
TOTAL SALARIES			7,258,000		7,621,000	
CONTRACTUAL SERVICES:						
711-8001-631.20-20	Legal Services	Legal services	17,000		17,000	
711-8001-631.20-21	Invest Manager Services	Investment manager services	170,000		180,000	
		Investment advisor	60,000	230,000	70,000	250,000
711-8001-631.20-22	Investment Custodian	Investment custodian	9,700		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	1,500		1,500	
		Fiduciary Insurance	5,200		5,200	
		Court Reporter	2,500		2,500	
		Miscellaneous	800	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			296,100		316,100	
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	
OTHER CHARGES:						
711-8001-631.40-65	Pension Refunds	Refunds of contributions upon withdrawal	25,000		25,000	

FIRE PENSION FUND

EXPENDITURE DETAIL

PENSIONS (cont.) 8001

Account Number	Account Title	Description	Budget 2019	Budget 2020
711-8001-631.40-93	Foreign Taxes Paid	Investment activity	1,000	1,000
		TOTAL OTHER CHARGES	26,000	26,000
		TOTAL PENSIONS	7,581,000	7,964,000
		TOTAL FIRE PENSION FUND	7,581,000	7,964,000

AFFORDABLE HOUSING FUND

► Fund at a Glance

In July 2013 the Village Board adopted the Affordable Housing Trust Fund. The Trust Fund Ordinance delineates the purpose, procedures, sources of funds, and eligibility requirement for use of funds. Sources of funds as delineated in the ordinance, are from three primary sources:

1. Cash payments in lieu of constructing affordable units.
2. Income from fees collected from the Village's transfer of Industrial Revenue Bond Cap
3. 1% of all gaming revenue received annually by the Village after the first full fiscal year the Village of Arlington Heights receives any gaming revenue as well 10% of any gaming revenue from slot machines received by the Village in the full first year.

The Trust Fund Ordinance establishes eligibility of requirements for use of the funds as follows: the use of Housing Trust Fund resources shall be limited to supporting, in whole or in part, one or more of the following Eligible Activities:

1. Creation and preservation of Attainable Housing including, without limitations, new construction, rehabilitation, and adaptive reuse;
2. Acquisition and disposition, including without limitation, vacant land, single family homes, multi-unit buildings, and other existing structures that may be used in whole or part to provide Attainable Housing;
3. Payments for costs incurred in connection with administering the Housing Trust Fund. No costs shall be reimbursed except pursuant to a written agreement between the Village and any third-party approved by the Village to administer a program or a funded program.

AFFORDABLE HOUSING FUND

217

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Other	0	0	100,000	100,000	395,000	295,000	295.0%
Total Revenues	\$0	\$0	\$100,000	\$100,000	\$395,000	\$295,000	295.0%
Interfund Transfers In	0	0	188,900	188,900	0	(188,900)	(100.0%)
Total Revenues and Interfund Transfers In	\$0	\$0	\$288,900	\$288,900	\$395,000	\$106,100	36.7%
Expenditures							
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Other Charges	0	0	0	0	25,000	25,000	N/A
Total Expenditures	\$0	\$0	\$0	\$0	\$25,000	\$25,000	N/A
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$0	\$0	\$0	\$0	\$25,000	\$25,000	N/A
Revenues over (under) Expenditures	\$0	\$0	\$288,900	\$288,900	\$370,000	\$81,100	28.1%
BEGINNING FUND BALANCE	0	0	0	0	288,900	288,900	N/A
ENDING FUND BALANCE	\$0	\$0	\$288,900	\$288,900	\$658,900	\$370,000	128.1%

AFFORDABLE HOUSING FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
217-0000-484.50-00	Affordable Housing Trust	0	0	100,000	100,000	395,000	295,000	295.0%
	Other Income	0	0	100,000	100,000	395,000	295,000	295.0%
217-0000-491.05-00	Operating Transfer In	0	0	188,900	188,900	0	(188,900)	(100.0%)
	Other Financing Sources	0	0	188,900	188,900	0	(188,900)	(100.0%)
	Total Affordable Housing Fund	0	0	288,900	288,900	395,000	295,000	36.7%

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
217-4001-521.40-06	Affordable Housing	0	0	0	0	25,000	25,000	N/A
	Other Charges	0	0	0	0	25,000	25,000	N/A
	Total Planning	0	0	0	0	25,000	25,000	N/A
	Total Affordable Housing Fund	0	0	0	0	25,000	25,000	N/A

AFFORDABLE HOUSING FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2019	Budget 2020
OTHER CHARGES:				
217-4001-521.40-06	Affordable Housing	Affordable Housing	0	25,000
		TOTAL OTHER CHARGES	<u>0</u>	<u>25,000</u>
		TOTAL PLANNING	<u>0</u>	<u>25,000</u>
		TOTAL AFFORDABLE HOUSING FUND	<u>0</u>	<u>25,000</u>

ZERO INTEREST LOAN FUND

► Fund at a Glance

The Zero Interest Loan Program was approved by the Village Board in April 2014, and is designed to provide financial assistance to prospective and existing businesses, commercial/industrial properties and tenant spaces, and to fund other potential economic development projects within the Village of Arlington Heights. Revenue for the program comes from the Cook County Class 6/7 property tax abatements in two ways:

1. A \$1,000 application fee for municipal consideration of the tax abatement
2. A rebate to the Village of 10% of *savings* under the abatement over the first:
 - a. 5 years for the Class 6b program
 - b. 3 years for the Class 7c program

Primary goals of the Zero Interest Loan Program include assisting with company growth, improving the appearance and function of sites and buildings, and helping fund other economic development projects and programs.

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Other	0	0	78,000	78,000	78,000	0	0.0%
Total Revenues	\$0	\$0	\$78,000	\$78,000	\$78,000	\$0	0.0%
Interfund Transfers In	0	0	243,800	243,800	0	(243,800)	(100.0%)
Total Revenues and Interfund Transfers In	\$0	\$0	\$321,800	\$321,800	\$78,000	(\$243,800)	(75.8%)
Expenditures							
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Other Charges	0	0	144,000	144,000	150,000	6,000	4.2%
Total Expenditures	\$0	\$0	\$144,000	\$144,000	\$150,000	\$6,000	4.2%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$0	\$0	\$144,000	\$144,000	\$150,000	\$6,000	4.2%
Revenues over (under) Expenditures	\$0	\$0	\$177,800	\$177,800	(\$72,000)	(\$249,800)	(140.5%)
BEGINNING FUND BALANCE	0	0	0	0	177,800	177,800	N/A
ENDING FUND BALANCE	\$0	\$0	\$177,800	\$177,800	\$105,800	(\$72,000)	(40.5%)

ZERO INTEREST LOAN FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
225-0000-484.16-00	Class 6B Tax Rebates	0	0	78,000	78,000	78,000	0	0.0%
	Other Income	0	0	78,000	78,000	78,000	0	0.0%
225-0000-491.05-00	Operating Transfer In	0	0	243,800	243,800	0	(243,800)	(100.0%)
	Other Financing Sources	0	0	243,800	243,800	0	(243,800)	(100.0%)
	Total Zero Interest Loan Fund	0	0	321,800	321,800	78,000	0	(75.8%)

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
225-4001.521.40-43	Zero Interest Loan Program	0	0	144,000	144,000	150,000	6,000	4.2%
	Other Charges	0	0	144,000	144,000	150,000	6,000	4.2%
	Total Planning	0	0	144,000	144,000	150,000	6,000	4.2%
	Total Zero Interest Loan Fund	0	0	144,000	144,000	150,000	6,000	4.2%

ZERO INTEREST LOAN FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2019	Budget 2020
OTHER CHARGES:				
225-4001-521.40-43	Zero Interest Loan Program	Zero Interest Loans	40,000	150,000
		TOTAL OTHER CHARGES	<u>40,000</u>	<u>150,000</u>
		TOTAL PLANNING	<u>40,000</u>	<u>150,000</u>
		TOTAL ZERO INTEREST LOAN FUND	<u>40,000</u>	<u>150,000</u>

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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Taxes	\$131,628	\$129,452	\$130,000	\$130,000	\$130,000	\$0	0.0%
Interest Income	3,259	6,392	1,900	2,500	2,500	0	0.0%
Total Revenues	\$134,887	\$135,844	\$131,900	\$132,500	\$132,500	\$0	0.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$134,887	\$135,844	\$131,900	\$132,500	\$132,500	\$0	0.0%
Expenditures							
Contractual Services	\$23,915	\$29,832	\$50,000	\$50,000	\$75,000	\$25,000	50.0%
Commodities	40,870	17,084	50,000	50,000	75,000	25,000	50.0%
Capital Items	87,161	75,680	190,000	190,000	100,000	(90,000)	(47.4%)
Total Expenditures	\$151,946	\$122,596	\$290,000	\$290,000	\$250,000	(\$40,000)	(13.8%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$151,946	\$122,596	\$290,000	\$290,000	\$250,000	(\$40,000)	(13.8%)
Revenues over (under) Expenditures	(\$17,059)	\$13,248	(\$158,100)	(\$157,500)	(\$117,500)	\$40,000	(25.4%)
BEGINNING FUND BALANCE	445,600	428,541	441,789	441,789	283,689	(158,100)	(35.8%)
ENDING FUND BALANCE	\$428,541	\$441,789	\$283,689	\$284,289	\$166,189	(\$118,100)	(41.5%)

FOREIGN FIRE INSURANCE TAX FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
227-0000-403.30-00	Foreign Fire Insurance Tax	131,628	129,452	130,000	130,000	130,000	0	0.0%
	Intergovernmental Taxes	131,628	129,452	130,000	130,000	130,000	0	0.0%
227-0000-461.02-00	Interest on Investments	2,450	4,450	1,900	2,500	2,500	0	0.0%
227-0000-462.10-00	Market Value Adjustments	809	1,942	0	0	0	0	N/A
	Interest Income	3,259	6,392	1,900	2,500	2,500	0	0.0%
Total Foreign Fire Insurance		134,887	135,844	131,900	132,500	132,500	0	0.0%

EXPENDITURES

Foreign Fire Insurance

3701

Account Number	Account Description	Actual 36636	Actual 2077	Proj. Act. 0	Budget 78500	Budget 50000	\$ Inc (Dec)	% Inc (Dec)
227-3701-512.21-65	Other Services	0	0	0	0	0	0	N/A
227-3701-512.22-03	Training	23,915	29,832	50,000	50,000	75,000	25,000	50.0%
	Contractual Services	23,915	29,832	50,000	50,000	75,000	25,000	50.0%
227-3701-512.30-35	Clothing	40,870	17,084	50,000	50,000	75,000	25,000	50.0%
	Commodities	40,870	17,084	50,000	50,000	75,000	25,000	50.0%
227-3701-512.50-15	Other Equipment	87,161	75,680	190,000	190,000	100,000	(90,000)	(47.4%)
	Capital Outlay	87,161	75,680	190,000	190,000	100,000	(90,000)	(47.4%)
Total Foreign Fire Insurance		151,946	122,596	290,000	290,000	250,000	(40,000)	(13.8%)
Total Foreign Fire Ins Tax Fund		151,946	122,596	290,000	290,000	250,000	(40,000)	(13.8%)

FOREIGN FIRE INSURANCE TAX FUND

EXPENDITURE DETAIL

FOREIGN FIRE INSURANCE

3701

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
227-3701-512.22-03	Training	Training	50,000	75,000
	TOTAL CONTRACTUAL SERVICES		50,000	75,000
COMMODITIES:				
227-3701-512.30-35	Clothing	Clothing	50,000	75,000
	TOTAL COMMODITIES		50,000	75,000
CAPITAL OUTLAY:				
227-3701-512.50-15	Other Equipment	Other Equipment	190,000	100,000
	TOTAL CAPITAL OUTLAY		190,000	100,000
	TOTAL FOREIGN FIRE INSURANCE		290,000	250,000
	TOTAL FOREIGN FIRE INS. TAX FUND		290,000	250,000

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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Interest Income	\$8,697	\$11,066	\$8,400	\$8,700	\$8,700	\$0	0.0%
Other - Deferred Revenue	320,493	472,597	169,600	95,000	95,000	0	0.0%
Total Revenues	\$329,190	\$483,663	\$178,000	\$103,700	\$103,700	\$0	0.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$329,190	\$483,663	\$178,000	\$103,700	\$103,700	\$0	0.0%
Expenditures							
Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Contractual Services	104,043	0	0	0	0	0	N/A
Other Charges	143,225	608,315	549,500	306,605	303,300	(3,305)	(1.1%)
Total Expenditures	\$247,268	\$608,315	\$549,500	\$306,605	\$303,300	(\$3,305)	(1.1%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$247,268	\$608,315	\$549,500	\$306,605	\$303,300	(\$3,305)	(1.1%)
Revenues over (under) Expenditures	\$81,922	(\$124,652)	(\$371,500)	(\$202,905)	(\$199,600)	\$3,305	(1.6%)
BEGINNING FUND BALANCE	2,058,908	2,140,830	2,016,178	2,016,178	1,644,678	(371,500)	(18.4%)
ENDING FUND BALANCE	\$2,140,830	\$2,016,178	\$1,644,678	\$1,813,273	\$1,445,078	(\$368,195)	(20.3%)

CRIMINAL INVESTIGATION FUND

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
231-0000-461.02-00	Interest on Investments	7,038	9,400	6,700	7,000	7,000	0	0.0%
231-0000-462.10-00	Market Value Adjustments	1,659	1,666	1,700	1,700	1,700	0	0.0%
	Interest Income	8,697	11,066	8,400	8,700	8,700	0	0.0%
231-0000-484.05-00	State Laundering Seizures	0	128,796	70,000	0	20,000	20,000	N/A
231-0000-484.06-00	State Awarded Funds	124,861	0	0	20,000	0	(20,000)	(100.0%)
231-0000-484.09-00	National Ins Crime Bureau	638	13,360	0	0	0	0	N/A
231-0000-484.11-00	Justice Awarded Funds	186,494	324,066	91,100	75,000	75,000	0	0.0%
231-0000-484.13-00	NCN Task Force	8,500	6,375	8,500	0	0	0	N/A
	Intergovernmental Taxes	320,493	472,597	169,600	95,000	95,000	(20,000)	0.0%
	Total Criminal Invest Fund	329,190	483,663	178,000	103,700	103,700	(10,000)	0.0%

EXPENDITURES

Criminal Investigation

3003

Account Number	Account Description	Actual 0	Actual 0	Proj. Act. 0	Budget 0	Budget 0	\$ Inc (Dec)	% Inc (Dec)
231-3003-511.22-02	Dues - Moved to Justice 40-11	104,043	0	0	0	0	0	N/A
	Contractual Services	104,043	0	0	0	0	0	N/A
231-3003-511.40-01	Expenditures - State Awards	65,793	48,506	38,500	27,000	28,000	1,000	3.7%
231-3003-511.40-03	Expenditures - Court Awards	961	242	1,000	1,000	1,000	0	0.0%
231-3003-511.40-11	Expenditures - Justice	67,471	559,567	510,000	278,605	274,300	(4,305)	(1.5%)
231-3003-511.40-13	Expenditures - Natl Ins Crime Bur	9,000	0	0	0	0	0	N/A
	Other Charges	143,225	608,315	549,500	306,605	303,300	(3,305)	(1.1%)
	Total Criminal Investigation	247,268	608,315	549,500	306,605	303,300	(3,305)	(1.1%)

CRIMINAL INVESTIGATION FUND

EXPENDITURE DETAIL

3003

Account Number	Account Title	Description	Budget 2019		Budget 2020	
OTHER CHARGES:						
231-3003-511.40-01	Expend - State Awards	Drug lab equipment & supplies	4,000		4,000	
		Canine Program	20,000		22,000	
		Replenish official advance funds	3,000	27,000	2,000	28,000
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	106,200		108,000	
		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	4,100		0	
		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	
		Tasers Maintenance	19,500		10,000	
		Replenish official advance funds	0		2,000	
		Prior Year Encumbrance Carryover	7,305		0	
		Project EQ-95-01:				
		Police Equipment	0		75,000	
		License Plate Recognition Program	25,000		0	
		Unmanned Arial System (UAS)	35,000		0	
		Mobile Fingerprint Device	1,800		0	
		Active Shooter Vest w/ Armor Plates (27 / 26)	9,500	278,605	9,100	274,300
TOTAL OTHER CHARGES			306,605		303,300	
TOTAL CRIMINAL INVESTIGATION			306,605		303,300	
TOTAL CRIMINAL INVESTIGATION FUND			306,605		303,300	

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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
Revenues							
Fees	\$1,946,842	\$1,892,921	\$1,940,000	\$1,950,000	\$1,950,000	\$0	0.0%
Interest Income	29,220	63,676	33,800	10,000	10,000	0	0.0%
Other	0	2,265	0	0	0	0	N/A
Total Revenues	\$1,976,062	\$1,958,862	\$1,973,800	\$1,960,000	\$1,960,000	\$0	0.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,976,062	\$1,958,862	\$1,973,800	\$1,960,000	\$1,960,000	\$0	0.0%
Expenditures							
Contractual Services	\$1,283,229	\$1,468,304	\$1,550,000	\$1,498,500	\$1,407,700	(\$90,800)	(6.1%)
Total Expenditures	\$1,283,229	\$1,468,304	\$1,550,000	\$1,498,500	\$1,414,000	(\$84,500)	(5.6%)
Interfund Transfers Out	500,000	500,000	500,000	500,000	500,000	0	0.0%
Total Expenditures and Interfund Transfers Out	\$1,783,229	\$1,968,304	\$2,050,000	\$1,998,500	\$1,914,000	(\$84,500)	(4.2%)
Revenues over (under) Expenditures	\$192,833	(\$9,442)	(\$76,200)	(\$38,500)	\$46,000	\$84,500	(219.5%)
BEGINNING WORKING CASH	3,735,409	3,928,242	3,918,800	3,918,800	3,842,600	(76,200)	(1.9%)
ENDING WORKING CASH	\$3,928,242	\$3,918,800	\$3,842,600	\$3,880,300	\$3,888,600	\$8,300	0.2%

SOLID WASTE FUND - SWANCC

REVENUES

Account Number	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
511-0000-437.81-00	Solid Waste Disposal Fees	1,351,406	1,326,860	1,380,000	1,380,000	1,380,000	0	0.0%
511-0000-437.83-00	Solid Waste Fee Multi-Family	583,421	566,061	560,000	560,000	560,000	0	0.0%
511-0000-437.85-00	Recycling Program	12,015	0	0	10,000	10,000	0	0.0%
	SWANCC Fees	1,946,842	1,892,921	1,940,000	1,950,000	1,950,000	0	0.0%
511-0000-461.02-00	Interest on Investments	21,870	44,004	18,000	10,000	10,000	0	0.0%
511-0000-462.10-00	Market Value Adjustments	7,350	19,672	15,800	0	0	0	N/A
511-0000-489.90-00	Other Income	0	2,265	0	0	0	0	N/A
	Interest Income	29,220	65,941	33,800	10,000	10,000	0	0.0%
	Total SWANCC Fund Revenue	1,976,062	1,958,862	1,973,800	1,960,000	1,960,000	0	0.0%

SOLID WASTE FUND - SWANCC

EXPENDITURES

Special Events Commission

1018

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
511-1018-525.40-55	Special Events	0	0	0	0	5,000	5,000	N/A
	Special Events	0	0	0	0	5,000	5,000	N/A
	Total Special Events Comm.	0	0	0	0	5,000	5,000	N/A

Public Works

7101

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
511-7101-525.18-05	Overtime Civilian	0	0	0	0	1,300	1,300	N/A
	Salaries	0	0	0	0	1,300	1,300	N/A
	Total Public Works	0	0	0	0	1,300	1,300	N/A

Solid Waste Disposal

7401

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
511-7401-562.21-54	Solid Waste Disp SWANCC	1,283,229	1,468,304	1,550,000	1,498,500	1,407,700	(90,800)	(6.1%)
	Contractual Services	1,283,229	1,468,304	1,550,000	1,498,500	1,407,700	(90,800)	(6.1%)
	Total Solid Waste Disposal	1,283,229	1,468,304	1,550,000	1,498,500	1,407,700	(90,800)	(6.1%)

Non-Operating

9901

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc (Dec)	% Inc (Dec)
511-9901-591.90-05	Operating Transfer Out	500,000	500,000	500,000	500,000	500,000	0	0.0%
	Other Charges	500,000	500,000	500,000	500,000	500,000	0	0.0%
	Total Non-Operating	500,000	500,000	500,000	500,000	500,000	0	0.0%
	Total SWANCC Fund	1,783,229	1,968,304	2,050,000	1,998,500	1,914,000	(84,500)	(4.2%)

SOLID WASTE FUND - SWANCC

EXPENDITURE DETAIL

SPECIAL EVENTS COMMISSION

1018

Account Number	Account Title	Description	Budget 2019	Budget 2020
SPECIAL EVENTS:				
511-1018-525.40-55	Special Events	Arlington Spring Sweep (AE1301)*	0	5,000
		TOTAL SPECIAL EVENTS	<u>0</u>	<u>5,000</u>
		TOTAL SPECIAL EVENTS COMM.	<u><u>0</u></u>	<u><u>5,000</u></u>

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2019	Budget 2020
SALARIES:				
511-7101-525.18-05	Overtime Civilian	Arlington Spring Sweep (AE1301)*	0	1,300
		TOTAL SALARIES	<u>0</u>	<u>1,300</u>
		TOTAL PUBLIC WORKS	<u><u>0</u></u>	<u><u>1,300</u></u>

* Moved from Arts, Entertainment, & Events Fund in 2020

SOLID WASTE DISPOSAL

7401

Account Number	Account Title	Description	Budget 2019	Budget 2020
CONTRACTUAL SERVICES:				
511-7401-562.21-54	Solid Waste Disp SWANCC	Single family refuse disposal (estimated tons 17,929 @ 48.60/ton)	871,400	0
		Multi-family refuse disposal (estimated tons 12,904 @ 48.60/ton)	627,100	0
		Single family refuse disposal (estimated tons 16,479 @ 49.15/ton)	0	809,900
		Multi-family refuse disposal (estimated tons 12,162 @ 49.15/ton)	0	597,800
		TOTAL CONTRACTUAL SERVICES	<u>1,498,500</u>	<u>1,407,700</u>
		TOTAL SOLID WASTE DISPOSAL	<u><u>1,498,500</u></u>	<u><u>1,407,700</u></u>

SOLID WASTE FUND - SWANCC

EXPENDITURE DETAIL

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2019	Budget 2020
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	1,998,500	1,914,000

ARLINGTON HEIGHTS MEMORIAL LIBRARY

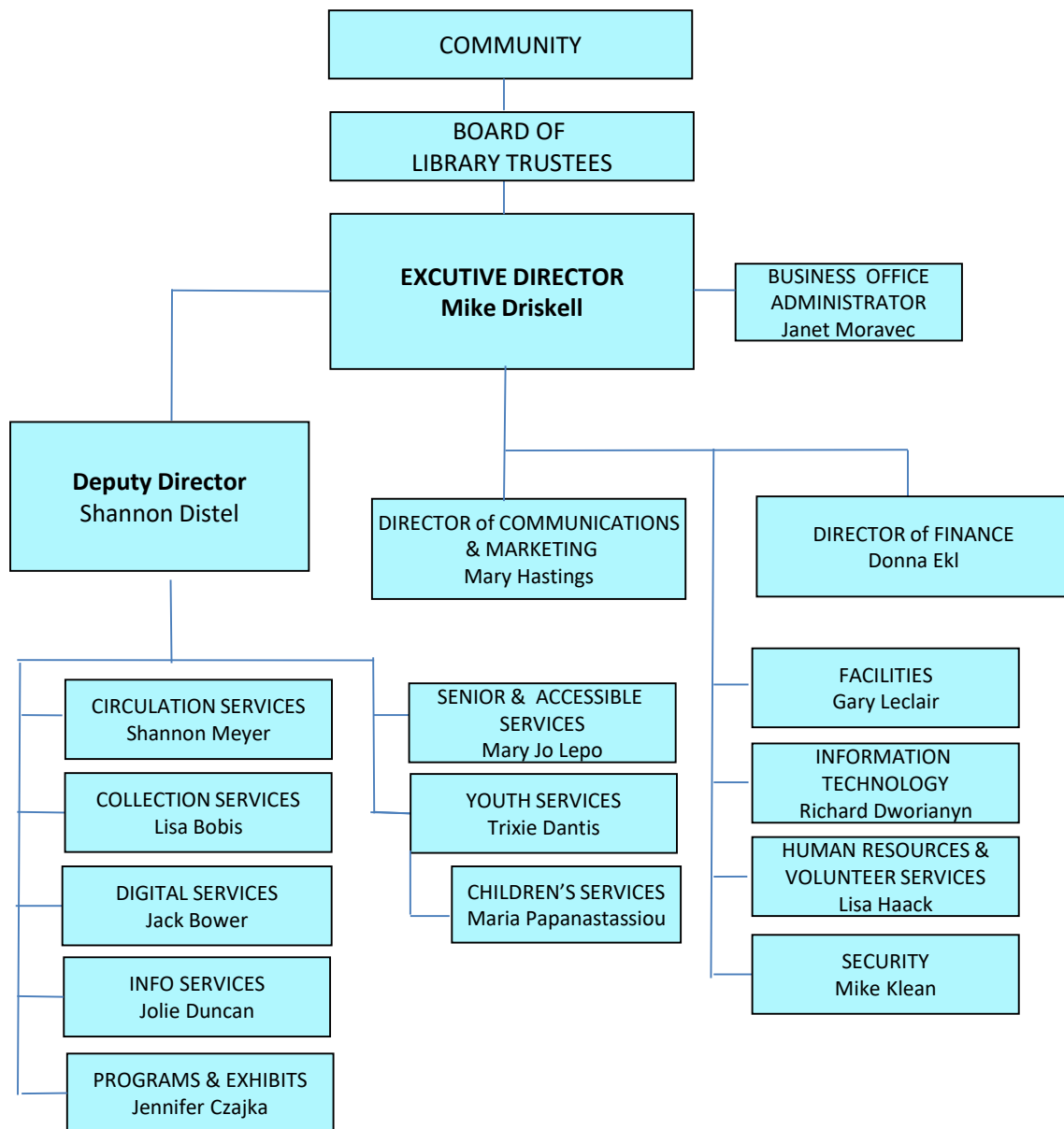
OPERATING BUDGET FOR THE FISCAL YEAR 2020 BEGINNING JANUARY 1, 2020

LIBRARY BOARD

Carole Medal
Andi Ruhl
Debbie Smart
John Supplitt
Christine Tangney
Marianthi Thanopoulos
Greg Zyck

EXECUTIVE DIRECTOR

Michael Driskell



► Fund at a Glance

The Arlington Heights Memorial Library uses two funds to account for its expenditures. The General Fund 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, 2018, the library received 95.5% of its total revenue from property taxes.

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 Carole Medal, Andi Ruhl, Debbie Smart, John Supplitt, Christine Tangney, Marianthi Thanapoulos, and Greg Zyck.
- The Board of Library Trustees regularly meets on the third Tuesday of each month; all meetings are open to the public. There are currently 32 staff members with Master of Library and Information Science degrees, and an additional eight staff members are enrolled in an MLIS program. As of January 1, 2019, the total full-time equivalent (FTE) of employees was 153.7.

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, located at 1801 W Central Road, Arlington Heights, is open 44.5 hours per week.
- The future Makerspace service point, located at 112 N. Belmont Avenue, housed the first standalone library in Arlington Heights and we previously owned by the Village of Arlington Heights. On June 27, 2019, the building's deed transferred from the Village to the library. An architect was chosen in September 2019, and subsequent renovations are planned for 2020. After renovations are complete, this facility will be opened 40 hours per week.
- An average of 2,778 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. The current library building is 132,000 square feet.
- 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, the Richard Frisbee board room, the Hendrickson room (with a maximum capacity of 200) available for library programs, meetings, and for use by eligible community groups, the Literacy/ESL (English as a Second Language) office, administrative offices and a staff room.
- The lower level of the building includes parking, a Friends of the Library book sorting and storage area, a book drop, a Friends of the Library donation drop box, a drive-up window and maintenance areas, including heating and ventilating equipment.
- 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 307,622 books, magazines and audiovisual items as of August, 2019. The library has 797,518 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, 2018, was 1,998,330 items.

- Other equipment, in the Library of Things Collection, for checkout includes:
 - **Arts and Crafts:** button maker, sewing machine, shape cutters (holiday, nature, animals, basic, large alphabet,), metal stamp kit, serger, yarn ball winder, Kumihimo kit, embroidery machine, knitting looms, a knitting kit, an engraving kit, a crochet kit
 - **Assistive Devices:** print magnifier, text reader pen, electronic magnifier, personal hearing amplifier, currency reader, caregiver pager, and noise cancelling headphones
 - **Audio:** portable voice recorder, lavalier microphone, portable audio recorder, audio recording kit, microphone stand, Video mic pro, Theremin, USB microphone, USB midi controller, portable pa system, guitar pedals, Bluetooth selfie stick, and a drum machine
 - **Cameras and Accessories:** tripod, Bloggie, Power-Shot, GoPro, GoPro head mount, GoPro handlebar mount, camcorder, DSLR camera, slider, GoPro mini tripod, tripod adapter, GoPro dog harness, GoPro mic stand mount, GoPro wrist strap, Bluetooth selfie stick
 - **Entertainment:** Roku projector, record player, portable Blu-ray player, joy-con steering wheels, switch pro controller, dual-shock 4 controller, X-box controller, Bluetooth speaker, Super Nintendo Classic, Nintendo Classic mini, cord cutting kit, Nintendo Switch console, apple TV, google Chromecast
 - **Technology:** kill-a-watt meter, external hard drive, iPads, flash drives, car scanner, telescope, science kits Theremin, weather, programming, tablets
 - **Games:** board games, etc.
 - **Home:** meter reader, car scanner, laser level, stud finder, thermal leak detector, knife sharpener, label maker, metal detector, light-keeper pro, engraver, fabric shaver, air quality monitor, microwave leakage meter, drill, laser measure, water quality tester, radon detector, staple gun, light bulb changer, hot glue gun, scissors sharpener, moisture meter, fabric steamer, inspection camera, heat tool, 3-hole punch
 - **Musical Instruments:** ukulele, percussion set, meditation kit, Theremin, acoustic guitar, midi controller, guitar pedals, drum machine, violin, glockenspiel, banjo, steel drum, mandolin
 - **Odds and Ends:** flash drive, umbrella, keyboard, snowbrush, bike lock, dog agility kit, puzzles, shoe stretcher, binoculars
 - **Kids:** coding, toys, technology, science, robotics, arts & crafts, learning, math, music, puzzles
- 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 for people with hearing impairments, three public computers with magnification software, walkers, and motorized scooters.

LIBRARY PROGRAMS AND SERVICES

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

- 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.
- 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.

MEMORIAL LIBRARY FUND

(Continued)

- In 2018, 3,064 programs and events for children, teens and adults including storytimes, lectures, book discussions, concerts and large-scale exhibits with a total attendance of 105,330.
- The 2018 summer reading program saw 3,913 children and 986 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 312 active adult students. 251 receive one-on-one tutoring. The library has 87 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.
- 305 technology sessions were offered throughout 2018.
- Fourteen conference rooms offering opportunities for gathering, learning, contemplating, creating and finding inspiration averaging 1,510 users per month.
- In 2018, One Book, One Village, the library's fifth community reading initiative featured, *Every Note Played*, by Lisa Genova. Circulation for the book was 1,817. 1,177 people attended related programs and book discussions during the 12 week program. The 2019 One Book, One Village book has been chosen, *The Feather Thief*, by Kirk Wallace Johnson.
- The future library Makerspace is slated to open in 2020. This 8,000 square foot facility will allow patrons to create, explore, tinker, and collaborate with resources on hand, including 3D printers, electronic cutting machines, a laser cutter, a commercial kitchen, sewing machines, and more.

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 29 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 27 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 in crowds from nine difference schools with 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

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
BEGINNING FUND BALANCE	\$9,963,121	\$8,633,442	\$7,380,119	\$7,380,119	\$7,911,611	\$531,492	7.2%
Revenues							
Taxes	\$13,744,488	\$13,782,978	\$14,106,665	\$14,249,157	\$14,391,649	\$142,492	1.0%
Intergovernmental	127,776	121,099	93,877	61,063	61,062	(1)	(0.0%)
Fees	48,728	49,658	51,509	50,034	51,509	1,475	2.9%
Fines	146,560	131,725	119,959	154,959	116,959	(38,000)	(24.5%)
Interest Income	99,409	148,667	100,438	37,120	90,395	53,275	143.5%
Other	84,098	101,652	113,650	78,565	175,000	96,435	122.7%
Total Revenues	\$14,251,059	\$14,335,779	\$14,586,098	\$14,630,898	\$14,886,574	\$255,676	1.7%
Expenditures							
Personal Services	\$9,695,212	\$10,079,277	\$10,285,593	\$10,835,260	\$11,395,205	\$559,945	5.2%
Contractual Services	1,494,405	1,597,685	1,504,846	1,681,897	1,764,894	82,997	4.9%
Commodities	2,086,256	2,008,464	2,150,668	2,310,246	2,349,785	39,539	1.7%
Other Charges	15,847	18,483	40,850	49,350	49,350	0	0.0%
Property	239,018	135,193	72,649	91,255	222,920	131,665	144.3%
Total Expenditures	\$13,530,738	\$13,839,102	\$14,054,606	\$14,968,008	\$15,782,154	\$814,146	5.4%
Revenues over (under) Expenditures	\$720,321	\$496,677	\$531,492	(\$337,110)	(\$895,580)	(\$558,470)	165.7%
Interfund Transfers Out	(2,050,000)	(1,750,000)	0	0	0	0	N/A
ENDING FUND BALANCE	\$8,633,442	\$7,380,119	\$7,911,611	\$7,043,009	\$7,016,031	(\$26,978)	(0.4%)

MEMORIAL LIBRARY FUND

REVENUES

Account No.	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-0000-401.03-00	Real Estate Tax IMRF	796,042	896,225	1,033,140	800,076	1,054,012	253,936	31.7%
291-0000-401.04-00	Real Estate Tax FICA	562,552	582,197	490,597	495,552	645,390	149,838	30.2%
291-0000-401.05-00	Real Estate Tax	12,385,894	12,304,556	12,582,928	12,953,529	12,692,247	(261,282)	(2.0%)
	Real Estate Taxes	13,744,488	13,782,978	14,106,665	14,249,157	14,391,649	142,492	1.0%
291-0000-411.65-00	Per Capita Grant & Gifts	0	93,877	84,127	60,000	60,000	0	0.0%
291-0000-411.70-00	Other Grants	120,186	10,000	750	500	500	0	0.0%
291-0000-411.90-00	Contribution Ord. Library	7,590	17,222	9,000	563	562	(1)	(0.2%)
	Intergovernmental	127,776	121,099	93,877	61,063	61,062	(1)	(0.0%)
291-0000-436.72-00	Non Resident Fees	2,168	880	2,756	2,500	2,500	0	0.0%
291-0000-436.74-00	Copier/Reader Printer Fees	42,580	43,828	46,253	45,000	46,009	1,009	2.2%
291-0000-436.75-00	Meeting Room Fees	3,980	4,950	2,500	2,534	3,000	466	18.4%
	Library Fees	48,728	49,658	51,509	50,034	51,509	1,475	2.9%
291-0000-442.20-00	Late Charges	129,395	114,779	107,215	137,959	99,959	(38,000)	(27.5%)
291-0000-442.25-00	Lost Item Charges	17,165	16,946	12,744	17,000	17,000	0	0.0%
	Library Fines	146,560	131,725	119,959	154,959	116,959	(38,000)	(24.5%)
291-0000-461.02-00	Interest on Investments	74,693	107,263	80,591	37,120	80,395	43,275	116.6%
291-0000-462.10-00	Market Value Adjustments	24,716	41,404	19,847	0	10,000	10,000	N/A
	Interest Income	99,409	148,667	100,438	37,120	90,395	53,275	143.5%
291-0000-481.55-00	Special Events Sponsors	0	10,000	0	0	50,000	50,000	N/A
291-0000-483.70-00	Donations - Library	10,842	5,288	3,744	5,000	15,000	10,000	200.0%
291-0000-489.90-00	Other Income	10,455	23,875	6,417	8,565	5,000	(3,565)	(41.6%)
291-0000-489.93-00	Donations Genealogy	0	0	0	0	0	0	N/A
291-0000-489.94-00	FOL Reimbursements	62,801	62,489	103,489	65,000	105,000	40,000	61.5%
	Other	84,098	101,652	113,650	78,565	175,000	96,435	122.7%
	Total Memorial Library Fund	14,251,059	14,335,779	14,586,098	14,630,898	14,886,574	255,676	1.7%

MEMORIAL LIBRARY FUND

EXPENDITURES

Administration

6001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6001-601.16-85	Salaries	565,585	325,758	399,611	501,907	352,726	(149,181)	(29.7%)
291-6001-601.16-92	Achievement Awards	6,000	3,000	3,500	4,000	4,000	0	0.0%
291-6001-601.18-05	Overtime Civilian	309	1,175	800	800	1,000	200	25.0%
	Salaries	571,894	329,933	403,911	506,707	357,726	(148,981)	(29.4%)
291-6001-601.19-05	Medical Insurance	59,828	65,963	57,043	60,885	93,182	32,297	53.0%
291-6001-601.19-10	IMRF	69,282	42,181	34,807	50,241	45,217	(5,024)	(10.0%)
291-6001-601.19-11	Social Security	30,305	19,621	20,941	31,118	22,179	(8,939)	(28.7%)
291-6001-601.19-12	Medicare	7,878	4,589	4,898	7,278	5,187	(2,091)	(28.7%)
291-6001-601.19-53	Flexible Spending	1,897	2,025	7,404	2,259	1,610	(649)	(28.7%)
291-6001-601.19-55	Unemployment Compensation	0	17,542	4,546	9,024	6,432	(2,592)	(28.7%)
	Fringe Benefits	169,190	151,921	129,639	160,805	173,807	13,002	8.1%
291-6001-601.20-05	Professional Services	0	26,799	7,000	7,000	10,500	3,500	50.0%
291-6001-601.20-08	Consulting Services Library	10,030	25,554	2,000	2,000	2,000	0	0.0%
291-6001-601.20-20	Legal Services	34,783	28,935	16,000	16,000	16,000	0	0.0%
291-6001-601.20-40	General Insurance	110,708	102,350	107,028	126,500	127,700	1,200	0.9%
291-6001-601.20-81	OCLC Services	62,601	60,121	61,297	61,324	0	(61,324)	(100.0%)
291-6001-601.21-65	Other Services	9,981	12,082	10,036	10,036	3,000	(7,036)	(70.1%)
291-6001-601.22-01	Advertising	463	255	375	600	600	0	0.0%
291-6001-601.22-02	Dues	17,291	16,520	5,365	6,185	6,675	490	7.9%
291-6001-601.22-03	Training	70,308	135,398	95,000	134,244	123,722	(10,522)	(7.8%)
291-6001-601.22-05	Postage	47,632	43,838	42,098	46,300	50,945	4,645	10.0%
291-6001-601.22-42	Internet Access	40,142	28,643	29,193	27,831	0	(27,831)	(100.0%)
291-6001-601.22-70	Telephone Services	53,873	75,375	86,069	73,069	86,569	13,500	18.5%
	Contractual Services	457,812	555,870	461,461	511,089	427,711	(83,378)	(16.3%)
291-6001-601.30-05	Office Supplies & Equipment	5,828	6,467	8,500	8,858	8,858	0	0.0%
291-6001-601.31-85	Small Tools & Equipment	447	893	1,500	2,500	2,500	0	0.0%
291-6001-601.32-02	Program Events	0	0	0	0	1,200	1,200	N/A
291-6001-601.32-50	Innovation	16,249	0	0	0	0	0	N/A
291-6001-601.32-72	Special Events	(58)	864	850	850	850	0	0.0%
291-6001-601.32-99	Items Reimbursed by Employees	0	705	0	0	0	0	N/A
	Commodities	22,466	8,929	10,850	12,208	13,408	1,200	9.8%
291-6001-601.40-96	Operating Contingency	0	0	1,500	5,000	5,000	0	0.0%
	Other Charges	0	0	1,500	5,000	5,000	0	0.0%
291-6001-601.50-15	Other Equipment	90,427	36,478	25,000	25,000	26,800	1,800	7.2%
	Property	90,427	36,478	25,000	25,000	26,800	1,800	7.2%
	Total Administration	1,311,789	1,083,131	1,032,361	1,220,809	1,004,452	(216,357)	(17.7%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Communications & Marketing

6002

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6002-601.16-85	Salaries	271,164	319,210	377,025	402,121	410,027	7,906	2.0%
291-6002-601.18-05	Overtime Civilian	176	2,186	81	350	100	(250)	(71.4%)
	Salaries	271,340	321,396	377,106	402,471	410,127	7,656	1.9%
291-6002-601.19-05	Medical Insurance	47,820	40,441	79,184	57,300	66,675	9,375	16.4%
291-6002-601.19-10	IMRF	33,437	41,568	37,749	40,252	51,840	11,588	28.8%
291-6002-601.19-11	Social Security	16,585	19,536	22,806	24,932	25,428	496	2.0%
291-6002-601.19-12	Medicare	3,879	4,569	5,334	5,831	5,947	116	2.0%
	Fringe Benefits	101,721	106,114	145,073	128,315	149,890	21,575	16.8%
291-6002-601.20-05	Professional Services	28,893	8,891	8,695	18,500	5,500	(13,000)	(70.3%)
291-6002-601.21-02	Equipment Maintenance	1,478	1,020	1,320	1,710	1,710	0	0.0%
291-6002-601.21-65	Other Services	9,045	8,779	7,550	17,217	17,389	172	1.0%
291-6002-601.22-02	Dues	1,391	858	782	930	786	(144)	(15.5%)
291-6002-601.22-03	Training	20	0	50	50	50	0	0.0%
291-6002-601.22-10	Printing	155,510	155,860	205,460	200,905	184,754	(16,151)	(8.0%)
	Contractual Services	196,337	175,408	223,857	239,312	210,189	(29,123)	(12.2%)
291-6002-601.30-05	Office Supplies & Equipment	16,910	12,617	15,579	15,579	15,579	0	0.0%
291-6002-601.31-85	Small Tools & Equipment	6,447	7,235	6,000	6,000	6,000	0	0.0%
291-6002-601.32-01	Program Supplies	46	986	2,088	0	700	700	N/A
291-6002-601.32-72	Special Events	7,768	7,947	9,883	9,883	16,073	6,190	62.6%
	Commodities	31,171	28,785	33,550	31,462	38,352	6,890	21.9%
	Total Communications & Marketing	600,569	631,703	779,586	801,560	808,558	6,998	0.9%

MEMORIAL LIBRARY FUND

EXPENDITURES

Human Resources

6003

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6003-601.16-85	Salaries	159,942	189,151	161,985	164,692	167,952	3,260	2.0%
291-6003-601.18-05	Overtime Civilian	593	3,106	1,196	300	300	0	0.0%
	Salaries	160,535	192,257	163,181	164,992	168,252	3,260	2.0%
291-6003-601.19-05	Medical Insurance	31,152	36,453	47,485	40,955	46,257	5,302	12.9%
291-6003-601.19-10	IMRF	19,898	30,318	15,899	16,486	21,267	4,781	29.0%
291-6003-601.19-11	Social Security	9,575	11,475	9,532	10,211	10,432	221	2.2%
291-6003-601.19-12	Medicare	2,239	2,683	2,229	2,388	2,440	52	2.2%
291-6003-601.19-50	Employee Asst. Program	5,578	5,577	6,000	11,155	6,000	(5,155)	(46.2%)
	Fringe Benefits	68,442	86,506	81,145	81,195	86,396	5,201	6.4%
291-6003-601.21-65	Other Services	22,035	10,589	10,300	10,500	9,900	(600)	(5.7%)
291-6003-601.22-01	Advertising	4,230	2,910	500	1,300	1,300	0	0.0%
291-6003-601.22-02	Dues	2,831	2,509	3,050	3,315	3,200	(115)	(3.5%)
291-6003-601.22-03	Training	467	1,362	1,150	910	1,300	390	42.9%
291-6003-601.22-55	In Service Training	6,044	6,678	7,898	7,500	10,020	2,520	33.6%
	Contractual Services	35,607	24,048	22,898	23,525	25,720	2,195	9.3%
291-6003-601.32-01	Program Supplies	0	0	200	1,400	400	(1,000)	(71.4%)
	Commodities	0	0	200	1,400	400	(1,000)	(71.4%)
291-6003-601.40-62	Tuition Reimbursement	2,513	15,516	20,000	25,000	25,000	0	0.0%
291-6003-601.40-70	Employee Recognition Program	13,334	2,967	19,350	19,350	19,350	0	0.0%
	Other Charges	15,847	18,483	39,350	44,350	44,350	0	0.0%
	Total Human Resources	280,431	321,294	306,774	315,462	325,118	9,656	3.1%

MEMORIAL LIBRARY FUND

EXPENDITURES

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6004-601.20-05	Professional Services	0	6,276	1,400	0	0	0	N/A
291-6004-601.21-65	Other Services	3,927	6,862	4,196	5,000	5,000	0	0.0%
291-6004-601.22-10	Printing	0	0	342	0	0	0	N/A
291-6004-601.22-18	Other Services - Programs/ Exhib	21,525	53,502	21,917	20,000	25,000	5,000	25.0%
	Contractual Services	25,452	66,640	27,855	25,000	30,000	5,000	20.0%
291-6004-601.30-05	Office Supplies & Equipment	0	0	0	0	0	0	N/A
291-6004-601.31-85	Small Tools and Equipment	0	0	2,000	5,000	2,000	(3,000)	(60.0%)
291-6004-601.32-01	Program Supplies	1,329	1,264	0	5,000	2,500	(2,500)	(50.0%)
291-6004-601.32-02	Program Events	7,696	2,013	6,288	6,820	2,500	(4,320)	(63.3%)
291-6004-601.32-32	Software	0	0	0	1,500	500	(1,000)	(66.7%)
291-6004-601.32-72	Special Events	17,673	17,162	14,427	10,000	10,000	0	0.0%
291-6004-601.32-75	Audio Visual	560	0	0	2,000	500	(1,500)	(75.0%)
291-6004-601.32-78	Electronic Resources	0	0	3,000	1,500	1,500	0	0.0%
291-6004-601.32-80	Books	4,347	1,547	0	5,000	5,000	0	0.0%
291-6004-601.32-95	Periodicals	15	0	0	0	0	0	N/A
	Commodities	31,620	21,986	25,715	36,820	24,500	(12,320)	(33.5%)
291-6004-601.50-15	Other Equipment	9,995	1,480	5,000	2,500	67,750	65,250	2610.0%
291-6004-600.50.55	Other Capital Outlay	0	2,281	2,500	2,500	200	(2,300)	(92.0%)
	Property	9,995	3,761	7,500	5,000	67,950	62,950	1259.0%
	Total Paid by Gifts and Grants	67,067	92,387	61,070	66,820	122,450	55,630	83.3%

MEMORIAL LIBRARY FUND

EXPENDITURES

Finance

6008

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6008-601.16-85	Salaries	207,864	229,203	236,580	236,619	226,147	(10,472)	(4.4%)
291-6008-601.18-05	Overtime Civilian	832	140	25	1,000	300	(700)	(70.0%)
	Salaries	208,696	229,343	236,605	237,619	226,447	(11,172)	(4.7%)
291-6008-601.19-05	Medical Insurance	35,640	35,733	77,885	48,218	66,082	17,864	37.0%
291-6008-601.19-10	IMRF	25,608	29,663	23,682	23,686	28,623	4,937	20.8%
291-6008-601.19-11	Social Security	12,389	13,591	13,779	14,670	14,040	(630)	(4.3%)
291-6008-601.19-12	Medicare	2,897	3,178	3,223	3,431	3,283	(148)	(4.3%)
	Fringe Benefits	76,534	82,165	118,569	90,005	112,028	22,023	24.5%
291-6008-601.20-05	Professional Services	5,250	5,400	5,400	5,700	5,700	0	0.0%
291-6008-601.21-36	Equipment Rental	2,910	1,148	1,326	1,280	1,326	46	3.6%
291-6008-601.21-65	Other Services	71,903	681	310	310	6,189	5,879	1896.5%
291-6008-601.22-02	Dues	680	680	650	750	825	75	10.0%
291-6008-601.22-03	Training	0	0	1,200	1,200	1,200	0	0.0%
291-6008-601.22-25	IT Service Charge	23,700	24,400	25,100	25,100	26,355	1,255	5.0%
	Contractual Services	104,443	32,309	33,986	34,340	41,595	7,255	21.1%
291-6008-601.30-32	Software Library	1,260	0	0	0	0	0	N/A
	Commodities	1,260	0	0	0	0	0	N/A
	Total Finance	390,933	343,817	389,160	361,964	380,070	18,106	5.0%

MEMORIAL LIBRARY FUND

EXPENDITURES

Information Technology

6010

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6010-601.16-85	Salaries	587,773	647,372	685,403	674,093	695,135	21,042	3.1%
291-6010-601.18-05	Overtime Civilian	74	756	193	250	250	0	0.0%
	Salaries	587,847	648,128	685,596	674,343	695,385	21,042	3.1%
291-6010-601.19-05	Medical Insurance	134,772	138,944	139,501	150,601	148,311	(2,290)	(1.5%)
291-6010-601.19-10	IMRF	70,737	80,396	65,445	67,477	87,897	20,420	30.3%
291-6010-601.19-11	Social Security	35,193	38,895	41,276	41,794	43,114	1,320	3.2%
291-6010-601.19-12	Medicare	8,231	9,097	9,653	9,774	10,083	309	3.2%
	Fringe Benefits	248,933	267,332	255,875	269,646	289,405	19,759	7.3%
291-6010-601.20-05	Professional Services	4,811	10,362	6,290	6,290	7,022	732	11.6%
291-6010-601.20-08	Consulting Services Library	10,887	14,992	4,545	4,545	4,545	0	0.0%
291-6010-601.21-02	Equipment Maintenance	148,156	163,180	147,898	147,898	161,423	13,525	9.1%
291-6010-601.22-03	Travel & Training	63	1,100	450	450	6,450	6,000	1333.3%
291-6010-601.22-42	Internet Access	0	0	0	0	41,846	41,846	N/A
	Contractual Services	163,917	189,634	159,183	159,183	221,286	62,103	39.0%
291-6010-601.30-05	Office Supplies & Equipment	398	103	375	375	375	0	0.0%
291-6010-601.30-30	Data System Supplies	32,891	34,170	35,000	38,204	25,204	(13,000)	(34.0%)
291-6010-601.30-32	Software Library	135,409	124,891	107,591	169,829	161,602	(8,227)	(4.8%)
291-6010-601.30-33	Documentation Library	528	0	0	175	100	(75)	(42.9%)
291-6010-601.31-85	Small Tools and Equipment	13,228	17,652	13,276	13,276	15,556	2,280	17.2%
291-6010-601.32-05	Processing Supplies	563	764	300	300	300	0	0.0%
291-6010-601.32-32	Software	35,583	6,502	10,887	10,887	13,387	2,500	23.0%
	Commodities	218,600	184,082	167,429	233,046	216,524	(16,522)	(7.1%)
291-6010-601.50-12	Computer Equipment	71,762	65,605	37,649	37,649	34,140	(3,509)	(9.3%)
291-6010-601.50-15	Other Equipment	12,800	10,782	0	0	0	0	N/A
	Property	84,562	76,387	37,649	37,649	34,140	(3,509)	(9.3%)
	Total Information Technology	1,303,859	1,365,563	1,305,732	1,373,867	1,456,740	82,873	6.0%

MEMORIAL LIBRARY FUND

EXPENDITURES

Security

6015

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6015-601.16-85	Salaries	247,965	254,460	272,199	279,406	268,106	(11,300)	(4.0%)
291-6015-601.18-05	Overtime Civilian	1,862	3,401	1,717	2,000	2,000	0	0.0%
	Salaries	249,827	257,861	273,916	281,406	270,106	(11,300)	(4.0%)
291-6015-601.19-05	Medical Insurance	52,884	57,040	60,433	64,053	80,031	15,978	24.9%
291-6015-601.19-10	IMRF	27,151	29,494	24,457	27,969	34,141	6,172	22.1%
291-6015-601.19-11	Social Security	14,965	15,428	16,117	17,323	16,747	(576)	(3.3%)
291-6015-601.19-12	Medicare	3,500	3,608	3,769	4,051	3,917	(134)	(3.3%)
	Fringe Benefits	98,500	105,570	104,776	113,397	134,836	21,439	18.9%
291-6015-601.22-03	Training	145	138	500	3,500	500	(3,000)	(85.7%)
	Contractual Services	145	138	500	3,500	500	(3,000)	(85.7%)
291-6015-601.30-05	Office Supplies & Equipment	114	76	225	3,635	435	(3,200)	(88.0%)
	Commodities	114	76	225	3,635	435	(3,200)	(88.0%)
	Total Security	348,586	363,645	379,417	401,937	405,877	3,940	1.0%

MEMORIAL LIBRARY FUND

EXPENDITURES

Facilities

6020

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6020-601.16-85	Salaries	378,496	389,506	397,573	386,360	393,062	6,702	1.7%
291-6020-601.18-05	Overtime Civilian	4,000	3,848	5,387	4,500	4,500	0	0.0%
	Salaries	382,496	393,354	402,960	390,860	397,562	6,702	1.7%
291-6020-601.19-05	Medical Insurance	104,820	99,816	100,970	113,692	106,784	(6,908)	(6.1%)
291-6020-601.19-10	IMRF	41,411	46,657	36,591	38,300	50,252	11,952	31.2%
291-6020-601.19-11	Social Security	22,232	22,865	23,606	23,954	24,649	695	2.9%
291-6020-601.19-12	Medicare	5,200	5,348	5,521	5,602	5,764	162	2.9%
	Fringe Benefits	173,663	174,686	166,688	181,548	187,449	5,901	3.3%
291-6020-601.21-02	Equipment Maintenance	39,351	61,214	44,181	44,181	49,956	5,775	13.1%
291-6020-601.21-07	Vehicle Maintenance	8,733	5,251	9,871	9,871	10,821	950	9.6%
291-6020-601.21-11	Building Maintenance	223,158	204,013	220,442	247,648	271,857	24,209	9.8%
291-6020-601.21-36	Equipment Rental	0	692	1,000	1,000	1,000	0	0.0%
291-6020-601.21-60	Water and Sewer Service	18,153	18,830	13,300	16,472	16,472	0	0.0%
291-6020-601.22-03	Travel & Training	27	320	432	432	432	0	0.0%
	Contractual Services	289,422	290,320	289,226	319,604	350,538	30,934	9.7%
291-6020-601.30-50	Petroleum Products	3,986	3,761	3,900	4,000	10,000	6,000	150.0%
291-6020-601.30-51	Heating Fuel	54,660	48,272	46,000	62,537	62,537	0	0.0%
291-6020-601.31-45	Janitorial Supplies	24,971	24,839	23,387	23,387	23,387	0	0.0%
	Commodities	83,617	76,872	73,287	89,924	95,924	6,000	6.7%
291-6020-601.50-15	Other Equipment	45,735	14,955	0	20,000	39,050	19,050	95.3%
	Property	45,735	14,955	0	20,000	39,050	19,050	95.3%
	Total Facilities	974,933	950,187	932,161	1,001,936	1,070,523	68,587	6.8%
	Total Admin Support Services	5,278,167	5,151,727	5,186,261	5,544,355	5,573,788	29,433	0.5%

MEMORIAL LIBRARY FUND

EXPENDITURES

Youth Services

6401

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6401-601.16-85	Salaries	(20)	0	823,824	981,349	961,159	(20,190)	(2.1%)
291-6401-601.18-05	Overtime Civilian	0	0	0	2,000	2,000	0	0.0%
	Salaries	(20)	0	823,824	983,349	963,159	(20,190)	(2.1%)
291-6401-601.19-05	Medical Insurance	0	0	118,861	125,568	122,997	(2,571)	(2.0%)
291-6401-601.19-10	IMRF	3,535	0	75,350	98,233	121,743	23,510	23.9%
291-6401-601.19-11	Social Security	389	0	50,981	60,844	59,716	(1,128)	(1.9%)
291-6401-601.19-12	Medicare	91	0	11,923	14,230	13,966	(264)	(1.9%)
	Fringe Benefits	4,015	0	257,115	298,875	318,422	19,547	6.5%
291-6401-601.21-02	Equipment Maintenance	0	0	8	455	0	(455)	(100.0%)
291-6401-601.22-02	Dues	0	0	3,877	4,478	4,478	0	0.0%
291-6401-601.22-03	Travel & Training	0	0	2,000	2,541	3,979	1,438	56.6%
291-6401-601.22-18	Contracted Programs & Exhibits	0	0	0	0	18,980	18,980	N/A
	Contractual Services	0	0	5,885	7,474	27,437	19,963	267.1%
291-6401-601.30-05	Office Supplies & Equipment	0	0	2,410	2,414	2,438	24	1.0%
291-6401-601.32-01	Program Supplies	0	0	10,630	10,948	10,948	0	0.0%
291-6401-601.32-02	Program Events	0	0	22,635	24,339	38,950	14,611	60.0%
291-6401-601.32-90	Circulation Supplies	0	0	4,377	4,433	4,477	44	1.0%
	Commodities	0	0	40,052	42,134	56,813	14,679	34.8%
	Total Youth Services	3,995	0	1,126,876	1,331,832	1,365,831	33,999	2.6%

MEMORIAL LIBRARY FUND

EXPENDITURES

Specialty Info Services

6405

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6405-601.16-85	Salaries	793,695	940,193	489,837	544,031	0	(544,031)	(100.0%)
291-6405-601.18-05	Overtime Civilian	291	0	120	500	0	(500)	(100.0%)
	Salaries	793,986	940,193	489,957	544,531	0	(544,531)	(100.0%)
291-6405-601.19-05	Medical Insurance	116,220	125,224	99,536	136,782	0	(136,782)	(100.0%)
291-6405-601.19-10	IMRF	95,201	119,799	47,784	54,458	0	(54,458)	(100.0%)
291-6405-601.19-11	Social Security	47,220	56,445	28,568	33,730	0	(33,730)	(100.0%)
291-6405-601.19-12	Medicare	11,043	13,201	6,681	7,888	0	(7,888)	(100.0%)
	Fringe Benefits	269,684	314,669	182,569	232,858	0	(232,858)	(100.0%)
291-6405-601.21-65	Other Services	10,284	1,852	0	0	0	0	N/A
291-6405-601.22-02	Dues	3,244	4,018	3,049	3,049	0	(3,049)	(100.0%)
291-6405-601.22-03	Travel & Training	2,766	2,749	3,788	3,788	0	(3,788)	(100.0%)
291-6405-601.22-18	Contracted Programs & Exhibits	3,145	4,410	5,000	5,000	0	(5,000)	(100.0%)
	Contractual Services	19,439	13,029	11,837	11,837	0	(11,837)	(100.0%)
291-6405-601.30-05	Office Supplies & Equipment	247	232	930	930	0	(930)	(100.0%)
291-6405-601.32-01	Program Supplies	3,538	2,502	875	0	0	0	N/A
291-6405-601.32-02	Program Events	2,467	279	4,820	4,820	0	(4,820)	(100.0%)
291-6405-601.32-90	Circulation Supplies	1,645	919	1,649	1,649	0	(1,649)	(100.0%)
	Commodities	7,897	3,932	8,274	7,399	0	(7,399)	(100.0%)
	Total Specialty Info Services	1,091,006	1,271,823	692,637	796,625	0	(796,625)	(100.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Info Services

6410

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6410-601.16-85	Salaries	0	0	717,715	797,514	1,108,499	310,985	39.0%
291-6410-601.18-05	Overtime Civilian	0	0	340	1,000	1,000	0	0.0%
	Salaries	0	0	718,055	798,514	1,109,499	310,985	38.9%
291-6410-601.19-05	Medical Insurance	0	0	89,431	98,122	153,347	55,225	56.3%
291-6410-601.19-10	IMRF	0	0	57,877	84,892	140,241	55,349	65.2%
291-6410-601.19-11	Social Security	0	0	43,937	49,446	68,789	19,343	39.1%
291-6410-601.19-12	Medicare	0	0	10,276	11,564	16,088	4,524	39.1%
	Fringe Benefits	0	0	201,521	244,024	378,465	134,441	55.1%
291-6410-601.22-02	Dues	0	0	640	668	2,500	1,832	274.3%
291-6410-601.22-03	Travel & Training	0	0	1,951	1,951	3,300	1,349	69.1%
291-6410-601.22-18	Contracted Programs & Exhibits	0	0	0	0	5,760	5,760	N/A
	Contractual Services	0	0	2,591	2,619	11,560	8,941	341.4%
291-6410-601.30-05	Office Supplies & Equipment	0	0	1,567	1,567	1,888	321	20.5%
291-6410-601.32-01	Program Supplies	0	0	750	804	1,950	1,146	142.5%
291-6410-601.32-90	Circulation Supplies	0	0	0	0	2,095	2,095	N/A
	Commodities	0	0	2,317	2,371	5,933	3,562	150.2%
	Total Info Services	0	0	924,484	1,047,528	1,505,457	457,929	43.7%

MEMORIAL LIBRARY FUND

EXPENDITURES

Circulation

6420

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6420-601.16-85	Salaries	2,384,340	2,457,889	1,348,542	1,222,951	1,425,818	202,867	16.6%
291-6420-601.18-05	Overtime Civilian	1,617	1,166	62	1,000	1,000	0	0.0%
	Salaries	2,385,957	2,459,055	1,348,604	1,223,951	1,426,818	202,867	16.6%
291-6420-601.19-05	Medical Insurance	236,028	252,581	89,524	105,931	120,853	14,922	14.1%
291-6420-601.19-10	IMRF	230,583	254,883	102,686	114,513	180,350	65,837	57.5%
291-6420-601.19-11	Social Security	145,918	148,952	80,921	74,061	88,462	14,401	19.4%
291-6420-601.19-12	Medicare	34,126	34,836	18,925	17,321	20,689	3,368	19.4%
	Fringe Benefits	646,655	691,252	292,056	311,826	410,354	98,528	31.6%
291-6420-601.21-02	Equipment Maintenance	386	158	0	0	0	0	N/A
291-6420-601.21-64	Access Services	2,230	10,955	0	0	0	0	N/A
291-6420-601.21-65	Other Services	2,497	12,108	6,652	12,602	3,513	(9,089)	(72.1%)
291-6420-601.22-02	Dues	1,718	1,713	235	562	1,465	903	160.7%
291-6420-601.22-03	Travel & Training	1,695	2,483	906	1,773	2,773	1,000	56.4%
	Contractual Services	8,526	27,417	7,793	14,937	7,751	(7,186)	(48.1%)
291-6420-601.30-05	Office Supplies & Equipment	3,847	4,673	1,883	1,883	2,033	150	8.0%
291-6420-601.30-07	Supplies Reimbursed by Patron	0	2,012	2,040	2,040	0	(2,040)	(100.0%)
291-6420-601.32-01	Program Supplies	5,275	2,020	0	0	1,000	1,000	N/A
291-6420-601.32-02	Program Events	109	0	0	0	0	0	N/A
291-6420-601.32-90	Circulation Supplies	12,606	9,253	9,017	9,017	8,574	(443)	(4.9%)
	Commodities	21,837	17,958	12,940	12,940	11,607	(1,333)	(10.3%)
	Total Circulation	3,062,975	3,195,682	1,661,393	1,563,654	1,856,530	292,876	18.7%

MEMORIAL LIBRARY FUND

EXPENDITURES

Senior and Accessibility Services (SAS)

6430

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6430-601.16-85	Salaries	0	0	172,129	173,435	228,551	55,116	31.8%
291-6430-601.18-05	Overtime Civilian	0	0	2	0	0	0	N/A
	Salaries	0	0	172,131	173,435	228,551	55,116	31.8%
291-6430-601.19-05	Medical Insurance	0	0	15,082	19,933	11,681	(8,252)	(41.4%)
291-6430-601.19-10	IMRF	0	0	17,292	17,361	28,344	10,983	63.3%
291-6430-601.19-11	Social Security	0	0	10,352	10,753	14,170	3,417	31.8%
291-6430-601.19-12	Medicare	0	0	2,421	2,515	3,314	799	31.8%
	Fringe Benefits	0	0	45,147	50,562	57,509	6,947	13.7%
291-6430-601.22-02	Dues	0	0	0	293	518	225	76.8%
291-6430-601.22-03	Travel & Training	0	0	422	422	1,230	808	191.5%
291-6430-601.2218	Contracted Programs & Exhibits	0	0	0	0	9,590	9,590	N/A
	Contractual Services	0	0	422	715	11,338	10,623	1485.7%
291-6430-601.30-05	Office Supplies & Equipment	0	0	0	0	500	500	N/A
291-6430-601.32-01	Program Supplies	0	0	0	0	1,820	1,820	N/A
291-6430-601.32-02	Program Supplies	0	0	0	0	600	600	N/A
291-6430-601.32-90	Circulation Supplies	0	0	1,551	1,551	1,050	(501)	(32.3%)
	Commodities	0	0	1,551	1,551	3,970	2,419	156.0%
	Total SAS	0	0	219,251	226,263	301,368	75,105	33.2%

MEMORIAL LIBRARY FUND

EXPENDITURES

Programs and Exhibits

6440

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6440-601.16-85	Salaries	361,703	396,519	217,832	261,631	264,889	3,258	1.2%
291-6440-601.18-05	Overtime Civilian	100	192	0	200	200	0	0.0%
	Salaries	361,803	396,711	217,832	261,831	265,089	3,258	1.2%
291-6440-601.19-05	Medical Insurance	86,748	70,356	57,932	62,256	59,809	(2,447)	(3.9%)
291-6440-601.19-10	IMRF	41,012	47,854	21,521	26,189	33,507	7,318	27.9%
291-6440-601.19-11	Social Security	21,561	23,777	12,676	16,221	16,435	214	1.3%
291-6440-601.19-12	Medicare	5,043	5,560	2,965	3,794	3,844	50	1.3%
	Fringe Benefits	154,364	147,547	95,094	108,460	113,595	5,135	4.7%
291-6440-601.22-02	Dues	948	1,391	1,000	1,401	1,353	(48)	(3.4%)
291-6440-601.22-03	Travel & Training	1,002	1,212	900	1,053	1,414	361	34.3%
291-6440-601.22-18	Contracted Programs & Exhibits	88,193	137,849	115,000	181,800	135,077	(46,723)	(25.7%)
	Contractual Services	90,143	140,452	116,900	184,254	137,844	(46,410)	(25.2%)
291-6440-601.32-01	Program Supplies	304	0	100	300	0	(300)	(100.0%)
291-6440-601.32-02	Program Events	49,162	52,310	30,000	38,572	20,058	(18,514)	(48.0%)
	Commodities	49,466	52,310	30,100	38,872	20,058	(18,814)	(48.4%)
	Total Programs and Exhibits	655,776	737,020	459,926	593,417	536,586	(56,831)	(9.6%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Digital Services

6450

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6450-601.16-85	Salaries	511,143	498,317	529,499	519,038	529,376	10,338	2.0%
291-6450-601.18-05	Overtime Civilian	0	42	0	100	0	(100)	(100.0%)
	Salaries	511,143	498,359	529,499	519,138	529,376	10,238	2.0%
291-6450-601.19-05	Medical Insurance	51,204	42,499	53,443	53,168	55,627	2,459	4.6%
291-6450-601.19-10	IMRF	58,473	58,339	48,564	51,956	66,913	14,957	28.8%
291-6450-601.19-11	Social Security	31,185	30,439	31,976	32,180	32,821	641	2.0%
291-6450-601.19-12	Medicare	7,293	7,119	7,478	7,526	7,676	150	2.0%
	Fringe Benefits	148,155	138,396	141,461	144,830	163,037	18,207	12.6%
291-6450-601.21-02	Equipment Maintenance	0	169	0	0	0	0	N/A
291-6450-601.22-02	Dues	1,581	1,671	1,893	2,020	1,863	(157)	(7.8%)
291-6450-601.22-03	Travel & Training	412	509	400	400	500	100	25.0%
291-6450-601.22-42	Internet Access	0	0	0	0	2,520	2,520	N/A
291-6450-601.22-66	Outside Reference Service	2,554	2,663	2,774	2,765	2,887	122	4.4%
	Contractual Services	4,547	5,012	5,067	5,185	7,770	2,585	49.9%
291-6450-601.30-05	Office Supplies & Equipment	674	629	650	707	700	(7)	(1.0%)
291-6450-601.30-07	Supplies Reimbursed by Patron	606	881	700	800	700	(100)	(12.5%)
291-6450-601.31-85	Small Tools and Equipment	6,065	5,712	5,000	5,000	6,600	1,600	32.0%
291-6450-601.32-01	Program Supplies	17	83	750	750	750	0	0.0%
291-6450-601.32-78	Electronic Resources	305,246	331,035	325,865	343,072	339,411	(3,661)	(1.1%)
291-6450-601.32-90	Circulation Supplies	1,820	1,646	1,500	1,675	1,575	(100)	(6.0%)
	Commodities	314,428	339,986	334,465	352,004	349,736	(2,268)	(0.6%)
291-6450-601.50-15	Other Equipment	8,299	3,612	2,500	3,606	480	(3,126)	(86.7%)
	Property	8,299	3,612	2,500	3,606	480	(3,126)	(86.7%)
	Total Digital Services	986,572	985,365	1,012,992	1,024,763	1,050,399	25,636	2.5%

MEMORIAL LIBRARY FUND

EXPENDITURES

Collection Services

6470

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6470-601.16-85	Salaries	759,297	792,019	875,850	872,150	880,262	8,112	0.9%
291-6470-601.18-05	Overtime Civilian	114	151	156	150	150	0	0.0%
	Salaries	759,411	792,170	876,006	872,300	880,412	8,112	0.9%
291-6470-601.19-05	Medical Insurance	171,084	193,851	180,290	212,130	180,624	(31,506)	(14.9%)
291-6470-601.19-10	IMRF	93,786	102,456	87,688	87,302	111,284	23,982	27.5%
291-6470-601.19-11	Social Security	45,285	47,049	52,183	54,073	54,586	513	0.9%
291-6470-601.19-12	Medicare	10,591	11,003	12,204	12,646	12,766	120	0.9%
	Fringe Benefits	320,746	354,359	332,365	366,151	359,260	(6,891)	(1.9%)
291-6470-601.20-81	Access Services	0	0	0	0	63,110	63,110	N/A
291-6470-601.21-64	Access Services	0	0	8,000	3,500	4,000	500	14.3%
291-6470-601.22-02	Dues	1,558	1,391	1,555	2,478	2,478	0	0.0%
291-6470-601.22-03	Travel & Training	869	421	1,000	1,000	1,800	800	80.0%
291-6470-601.22-85	Processing Services	96,188	75,596	100,000	107,565	108,400	835	0.8%
	Contractual Services	98,615	77,408	110,555	114,543	179,788	65,245	57.0%
291-6470-601.30-05	Office Supplies & Equipment	1,136	1,485	1,500	1,500	1,500	0	0.0%
291-6470-601.30-33	Documentation Library	716	716	716	717	717	0	0.0%
291-6470-601.32-03	Binding	0	200	0	200	200	0	0.0%
291-6470-601.32-05	Processing Supplies	25,067	18,352	22,000	30,000	30,000	0	0.0%
291-6470-601.32-75	Audio Visual	455,958	480,116	530,000	534,980	537,980	3,000	0.6%
291-6470-601.32-80	Books	701,511	653,231	710,000	722,676	722,676	0	0.0%
291-6470-601.32-90	Circulation Supplies	2,414	3,106	5,500	6,000	6,450	450	7.5%
291-6470-601.32-95	Periodicals	116,978	116,342	124,325	132,735	134,062	1,327	1.0%
	Commodities	1,303,780	1,273,548	1,394,041	1,428,808	1,433,585	4,777	0.3%
	Total Collection Services	2,482,552	2,497,485	2,712,967	2,781,802	2,853,045	71,243	2.6%

MEMORIAL LIBRARY FUND

EXPENDITURES

Belmont Makerspace

6480

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6480-601.16-85	Salaries	0	0	14,396	14,396	414,303	399,907	2777.9%
291-6480-601.18-05	Overtime Civilian	0	0	0	0	200	200	N/A
	Salaries	0	0	14,396	14,396	414,503	400,107	2779.3%
291-6480-601.19-05	Medical Insurance	0	0	0	0	33,638	33,638	N/A
291-6480-601.19-10	IMRF	0	0	1,820	1,820	52,393	50,573	2778.7%
291-6480-601.19-11	Social Security	0	0	893	893	25,699	24,806	2777.8%
291-6480-601.19-12	Medicare	0	0	208	208	6,010	5,802	2789.4%
	Fringe Benefits	0	0	2,921	2,921	117,740	114,819	3930.8%
291-6480-601.20-05	Professional Services	0	0	16,000	15,950	24,500	8,550	53.6%
291-6480-601.20-20	Legal Services	0	0	8,000	8,000	5,000	(3,000)	(37.5%)
291-6480-601.20-40	General Insurance	0	0	200	200	216	16	8.0%
291-6480-601.21-02	Equipment Maintenance	0	0	0	0	6,980	6,980	N/A
291-6480-601.21-11	Building Maintenance	0	0	0	0	26,866	26,866	N/A
291-6480-601.21-36	Equipment Rental	0	0	0	0	5,000	5,000	N/A
291-6480-601.21-60	Water and Sewer Service	0	0	600	600	1,200	600	100.0%
291-6480-601.21-65	Bank Fees	0	0	30	30	30	0	0.0%
291-6480-601.22-02	Dues	0	0	0	0	1,575	1,575	N/A
291-6480-601.22-03	Travel & Training	0	0	0	0	1,000	1,000	N/A
291-6480-601.22-42	Internet Access	0	0	0	0	1,500	1,500	N/A
	Contractual Services	0	0	24,830	24,780	73,867	49,087	198.1%
291-6480-601.30-05	Office Supplies & Equipment	0	0	0	0	2,000	2,000	N/A
291-6480-601.30-07	Supplies Reimbursed by Patrons	0	0	0	0	7,500	7,500	N/A
291-6480-601.30-51	Heating Fuel & Electric	0	0	15,640	15,640	40,140	24,500	156.6%
291-6480-601.31-45	Janitorial Supplies	0	0	0	0	7,400	7,400	N/A
291-6480-601.31-85	Small Tools & Equipment	0	0	32	32	21,500	21,468	67087.5%
	Commodities	0	0	15,672	15,672	78,540	62,868	401.1%
291-6480-601.50-15	Other Equipment	0	0	0	0	54,500	54,500	N/A
	Property	0	0	0	0	54,500	54,500	N/A
	Total Belmont Makerspace	0	0	57,819	57,769	739,150	681,381	1179.5%

MEMORIAL LIBRARY FUND

EXPENDITURES

Non-Operating 6901

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
291-6901-601.90-05	Operating Transfer Out	1,750,000	1,750,000	0	0	0	0	N/A
291-9901-591.90-05	Operating Transfer Out	300,000	0	0	0	0	0	N/A
Non-Operating		2,050,000	1,750,000	0	0	0	0	N/A
Total Non-Operating		2,050,000	1,750,000	0	0	0	0	N/A
Total Memorial Library Fund		15,611,043	15,589,102	14,054,606	14,968,008	15,782,154	814,146	5.4%

LIBRARY CAPITAL PROJECTS FUND

491

► Fund Summary

	2017 Actual	2018 Actual	2019 Est. Actual	2019 Budget	2020 Budget	\$ Change	% Change
BEGINNING FUND BALANCE	\$4,183,278	\$4,673,543	\$5,654,733	\$5,654,733	\$5,654,733	\$0	0.0%
Revenues							
Interest Income	48,357	100,250	92,290	15,000	70,000	55,000	366.7%
Total Revenues	\$48,357	\$100,250	\$92,290	\$15,000	\$70,000	\$55,000	366.7%
Expenditures							
Capital Items	1,308,092	869,060	92,290	185,290	943,000	757,710	408.9%
Total Expenditures	\$1,308,092	\$869,060	\$92,290	\$185,290	\$943,000	\$757,710	408.9%
Revenues over (under) Expenditures	(\$1,259,735)	(\$768,810)	\$0	(\$170,290)	(\$873,000)	(\$702,710)	412.7%
Interfund Transfers In	1,750,000	1,750,000	0	0	0	0	N/A
ENDING FUND BALANCE	\$4,673,543	\$5,654,733	\$5,654,733	\$5,484,443	\$4,781,733	(\$702,710)	(12.8%)

LIBRARY CAPITAL PROJECTS FUND

REVENUES

Account No.	Account Description	Actual 2017	Actual 2018	Proj Actual 2019	Budget 2020	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
491-0000-461.02-00	Interest on Investments	36,465	68,389	72,290	15,000	70,000	55,000	366.7%
491-0000-462.10-00	Market Value Adjustments	11,892	31,861	20,000	0	0	0	N/A
		48,357	100,250	92,290	15,000	70,000	55,000	366.7%
491-0000-491-05-00	Operating Transfer In	1,750,000	1,750,000	0	0	0	0	N/A
	Other Financing Sources	1,750,000	1,750,000	0	0	0	0	N/A
	Total Library Capital Projects Fund	1,798,357	1,850,250	92,290	15,000	70,000	55,000	366.7%

LIBRARY CAPITAL PROJECTS FUND

EXPENDITURES

Administration

6001

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
491-6001-601.50-15	Other Equipment	0	14,183	13,000	57,000	0	(57,000)	(100.0%)
491-6001-601.50-55	Other Capital Outlay	0	0	0	0	80,000	80,000	N/A
	Capital Outlay	0	14,183	13,000	57,000	80,000	23,000	40.4%
	Total Administration	0	14,183	13,000	57,000	80,000	23,000	40.4%

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
491-6004-601.50-55	Other Capital Outlay	10,000	0	0	0	50,000	50,000	N/A
	Capital Outlay	10,000	0	0	0	50,000	50,000	N/A
	Total Paid by Gifts and Grants	10,000	0	0	0	50,000	50,000	N/A

Information Technology

6010

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
491-6010-601.50-12	Computer Equipment	25,288	87,378	0	0	0	0	N/A
491-6010-601.50-15	Other Equipment	0	0	0	12,800	0	(12,800)	(100.0%)
491-6010-601.50-55	Other Capital Outlay	0	0	0	0	12,000	12,000	N/A
	Capital Outlay	25,288	87,378	0	12,800	12,000	(800)	(6.3%)
	Total Information Technology	25,288	87,378	0	12,800	12,000	(800)	(6.3%)

Facilities

6020

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
491-6020-601.50-15	Other Equipment	60,092	146,359	23,000	31,000	27,000	(4,000)	(12.9%)
491-6020-601.50-55	Other Capital Outlay	1,212,712	621,140	56,290	56,290	15,000	(41,290)	(73.4%)
	Capital Outlay	1,272,804	767,499	79,290	87,290	42,000	(45,290)	(51.9%)
	Total Facilities	1,272,804	767,499	79,290	87,290	42,000	(45,290)	(51.9%)

LIBRARY CAPITAL PROJECTS FUND

EXPENDITURES

Belmont Makerspace 6480

Account Number	Account Description	Actual 2017	Actual 2018	Proj. Act. 2019	Budget 2019	Budget 2020	\$ Inc / (Dec)	% Inc / (Dec)
491-6480-601.50-12	Computer Equipment	0	0	0	0	45,000	45,000	N/A
491-6480-601.50-55	Other Capital Outlay	0	0	0	28,200	714,000	685,800	2431.9%
	Capital Outlay	0	0	0	28,200	759,000	730,800	2591.5%
	Total Belmont Makerspace	0	0	0	28,200	759,000	730,800	2591.5%
	Total Memorial Library Capital Projects Fund	1,308,092	869,060	92,290	185,290	943,000	757,710	408.9%

APPENDIX

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 10 operating departments: Integrated Services, Human Resources, Legal, Finance, Police, Fire, Planning & Community Development, Building & Life Safety, Health & Senior Services, & Public Works (including Water Utility Operations, Engineering, and Municipal Fleet Services).

In addition, the Village has the following advisory boards and commissions that advise the Village Board on various issues and proposals under review. The Mayor, with the consent of the Board of Trustees, appoints members to the commissions.

Plan Commission
Zoning Board of Appeals
Board of Health
Board of Local Improvements
Board of Fire & Police Commissioners
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 52,326

Number of Ballots Cast in Last
Municipal Election 4-4-17 5,955

Village Bond Rating Aa1

Fire ISO Rating 1 (2016)

Various Taxes

Sales Tax 10.00%

Prepared Food & Beverage Tax 1.25%

Telecommunications Tax 6.00%

Hotel Tax 5.00%

Utility Tax (gas/electric) 5.00%

DEMOGRAPHICS

The Village is comprised of approximately 16.6 square miles.

The Village is located in Cook County, approximately 25 miles northwest of the Chicago loop business district. The Village is home to beautiful Arlington Park Race Track, the world-famous thoroughbred racing destination. Adjacent to the Village to the west are the communities of Palatine and Rolling Meadows; to the east are Wheeling, Prospect Heights, and Mount Prospect; to the north is Buffalo Grove; to the south is Elk Grove Village. O'Hare International Airport is approximately 15 miles southeast of the Village, a 20-minute drive by expressway.

COMMUNITY PROFILE

(Continued)

DEMOGRAPHICS (Continued)

Weather Conditions

Average Winter (Daytime)	35° F
Average Summer (Daytime)	81° F
Average Annual Rainfall	36 Inches
Average Annual Snowfall	36 Inches

Population

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

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	32,345
Median Household Income	\$87,790
Per Capita Income	\$47,171
Median Age	44
% of population over 65	19.3%
Education (population 25 years & older)	
High school graduate or higher	95.6%
Bachelor's degree or higher	53.6%
Unemployment Percentage (12/2018) (b)	3.0%

DEMOGRAPHICS (Continued)

Home Value (a)

Median Home Value	\$340,300
Median Gross Rent	\$1,260

\$0 to \$99,999	1,547
\$100,000 to \$149,999	1,734
\$150,000 to \$199,999	1,458
\$200,000 to \$299,999	4,377
\$300,000 to \$499,000	10,061
\$500,000 to \$999,999	3,660
\$1,000,000 or more	318

Land Use (c)

	<u>Acres</u>	<u>%</u>
Residential	5,279	50.4
Commercial	505	4.9
Office Only	225	2.2
R&D, Manufacturing,		
Warehousing	590	5.7
Institutional	285	2.7
Mixed Use	398	3.8
Parks/Schools/Government	1,082	10.3
Streets	2,000	19.0
Open	100	1.0
Total	<u>10,464</u>	<u>100.0</u>

Property Value (d)

Estimated Total Property Value (2017)	\$8,839,583,766
Equalized Assessed Valuation (EAV) (2017)	\$2,946,527,922

	<u>2017 EAV</u>	<u>% of Total</u>
Residential	\$2,165,564,338	73.5%
Commercial	654,570,030	22.2%
Industrial	125,103,734	4.2%
Railroad	1,289,820	0.1%
	<u>\$2,946,527,922</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 Rohman	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 21,119

Capacity of Waterworks 36,000,000 gal/per day

Number of Storage Tanks 10

Storage Capacity 31,000,000 gal.

Sewer Information:

Miles of Storm Sewers 213

Miles of Sanitary & Combined Sewers 255

Number of Retention/Detention Basins 56

Sewage Treatment – Metropolitan Water Reclamation District

Number of Fire Stations 4

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 307,364

Number of Registered Borrowers 76,653

FY2016 Total Circulation 1,998,330

BUSINESS

The Village has 1,844 businesses paying sales taxes.

2018 Kind of Business Report (e)

Sales Category	Sales Volume	%
General Merchandise	\$ 650,011	5.1%
Food	1,745,513	13.8%
Restaurant Dining	1,607,458	12.7%
Apparel	336,814	2.7%
Furniture, Household	886,574	7.0%
Lumber/Building/Hardware	475,726	3.8%
Automotive/Filling Stations	3,785,406	29.8%
Drugs & Misc. Retail	1,613,946	12.7%
Agriculture & All Others	1,350,376	10.6%
Manufacturers	232,188	1.8%
Total	\$ 12,684,012	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.

GLOSSARY

(Continued)

BOND

A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large projects, such as buildings, streets and bridges.

BUDGET

A plan of financial operation embodying an estimate of proposed revenue and expenditures for a specific period of time (budget fiscal year).

BUDGET ADJUSTMENT

A legal procedure utilized by the Village staff and Village Board to revise the budget.

BUDGET AUTHORITY

Authority provided by law that permits Village departments to incur obligations requiring either immediate or future payment of money.

BUDGET MESSAGE

The opening section of the budget which provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the Village Manager.

BUDGET ORDINANCE

The official enactment by the Village Board to legally authorize Village staff to obligate and expend resources.

BUDGETARY CONTROL

The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAPITAL IMPROVEMENT PROGRAM (CIP)

A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work plan or otherwise. It sets forth each project and specifies the full resources estimated to be available to finance the projected expenditures.

CAPITAL OUTLAY

Expenditures which result in the acquisition of or addition to fixed assets.

CASH BASIS

A basis of accounting in which transactions are recognized only when cash is increased or decreased.

GLOSSARY

(Continued)

CASH MANAGEMENT

The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

CERTIFICATE OF DEPOSIT

A negotiable or non-negotiable receipt of monies deposited in a bank or financial institution for a specific period for a specified rate of interest.

COMMODITIES

All expenditures for materials, parts and supplies except those incidentally used by outside firms performing contractual services for the Village.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

A federal entitlement grant distributed to municipalities on the basis of a formula that considers population, housing conditions, and poverty. CDBG funds are then distributed by the Village for activities that benefit low and moderate income families.

COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES (CALEA)

CALEA was created in 1979. The purpose of CALEA's Accreditation Programs is to improve the delivery of public safety services, primarily by: maintaining a body of standards, developed by public safety practitioners, covering a wide range of up-to-date public safety initiatives; establishing and administering an accreditation process; and recognizing professional excellence.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

This official annual report presents the status of the Village's finances in a standardized format. The CAFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues and expenditures.

CONTINGENCY

An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as emergencies, federal mandates, shortfalls in revenue, and similar eventualities.

CONTRACTUAL SERVICES

Expenditures for services from outside vendors that are obtained by an express or implied contract.

DEBT SERVICE

The expenditure for principal and interest payments on loans, notes, and bonds.

DEBT SERVICE FUND

A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

GLOSSARY

(Continued)

DEFICIT

(1) The excess of an entity's liabilities over its assets. (2) The excess of expenditures or expenses over revenues during a single accounting period.

DELINQUENT TAXES

Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

DEPARTMENT

A major administrative division of the Village which indicates overall management responsibility for an operation or a group of related operations within a functional area.

DEPRECIATION

Expiration in the service life of capital assets purchased within Internal Service and Enterprise Funds, to account for wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

DISBURSEMENT

Payment for goods and services by cash or check.

ENCUMBRANCE

The commitment of budgeted funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

ENTERPRISE FUND

A governmental accounting fund in which services provided are financed and operated similar to those of a private business--where the intent is that the costs (expenses, including depreciation or debt service payments) of providing goods and services be financed or recovered through user fees.

EQUALIZED ASSESSED VALUATION

The total taxable property value. It is a combination of the market value of a property as determined by the county assessor, multiplied by a fraction depending on the classification of the property and adjusted by a multiplier determined by the state to equalize valuations across the state. It is the final value against which the total tax rate is multiplied to determine the property taxes due.

ESTIMATED REVENUE

The amount of projected revenue to be collected during the fiscal year. The amount of revenue budgeted is the amount approved by the Village Board.

EXPENDITURE

Decreases in net total assets. Expenses represent the total cost of operations during a period of time regardless of the timing of the related expenditures. Note: An encumbrance is not an expenditure, but reserves funds to be expended.

GLOSSARY

(Continued)

FIDUCIARY FUNDS

Funds used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. These include Expendable Trust, Nonexpendable Trust, Pension Trust and Agency Trust. Expendable trust and agency funds are budgeted on a modified accrual basis, and the nonexpendable trust and pension funds are budgeted on an accrual basis

FINANCIAL PLAN

A multi-year, long-range, approach to assessing the Village's revenue and expenditure needs which becomes the basis for formulating the annual budget which by law must be adopted. The plan is developed by utilizing existing policies, objectives, assumptions, and accepted benchmarks and activity measures.

FISCAL YEAR

The time period designated by the Village signifying the beginning and ending period for recording financial transactions. The Village of Arlington Heights has specified the calendar as its fiscal year that begins January 1 and ends December 31.

FIXED ASSETS

Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment. The Village has established a level of \$1,000 for an item to be considered an asset; below \$1,000, the item is considered to be an operating expense.

FREEDOM OF INFORMATION ACT (FOIA)

A state law governing the timing and cost of responding to requests for public information.

FULL FAITH AND CREDIT

A pledge of the general taxing power of government to repay debt obligations (typically used in reference to general obligation bonds).

FULL-TIME EQUIVALENT (FTE)

The number of positions calculated on a basis that one FTE equates to a 40-hour workweek for 12 months. For example, two part-time positions working 20 hours for 12 months equals one FTE.

FUND

An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or functions.

FUND ACCOUNTING

The accounts of the Village are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of a fund are accounted for with separate sets of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, as appropriated. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

GLOSSARY

(Continued)

FUND BALANCE

Fund balance refers to the difference between current financial assets and liabilities reported in a governmental fund. Also known as surplus funds.

FUND TYPE

In governmental accounting, all funds are classified into seven generic fund types: General, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GENERAL FUND

The General Fund is the general operating fund of the Village. This fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS

Bonds that finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government.

GOAL

A statement of board direction, purpose, or intent based on the needs of the community.

GOVERNMENTAL FUNDS

Funds used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds).

GRANT

A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

HOME RULE

A status granted by the Illinois Constitution which gives cities of a certain size board powers not otherwise available to local municipalities. For instance, there is no statutory limit to the property tax levy nor is there any requirement to seek referendum approval for increasing the levy or issuing debt.

HOME RULE SALES TAX

An additional tax levied by the home rule municipality on retail sales within its jurisdiction. The tax, levied in 0.25% increments with no limit, is on all items except those that have a title (autos, boats, etc.) and groceries and drugs. It is collected by the state from the retailer and returned to the municipality.

GLOSSARY

(Continued)

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

This retirement fund, established under State statutes, provides employees of local governments (excluding police and firefighters) in Illinois with a system for the payment of retirement annuities, disability, and death benefits. All employees (other than those covered by the Police or Firefighter's plans) hired in positions that meet or exceed an annual hourly standard (1,000 hours) must be enrolled in IMRF as participating members. Participating members of IMRF must contribute 4.5% of their salary to the pension fund. The employer pays a percentage that varies each year and is dependent on a report prepared by a professional actuary.

INFRASTRUCTURE

The physical assets of the Village (streets, water, sewer, and public buildings).

INTERGOVERNMENTAL REVENUE

Revenue received from or through the Federal, State or County government.

INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA)

An intergovernmental insurance cooperative that pools risk for general liability and workers' compensations insurance coverages.

INTERNAL SERVICE FUND

A fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

LEVY

An imposing and collecting of a tax. In Illinois, the property tax is determined by the local unit of government, levied by the county clerk, and collected by the county treasurer. Taxes levied for any particular year are collected in the following calendar year.

LIABILITY

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

LONG-TERM DEBT

Debt with a maturity of more than one year after the date of issuance.

MAJOR FUND

A major fund is (1) the main operating fund (the general fund or its equivalent which should always be reported separately); (2) other governmental funds and proprietary funds if the total assets, liabilities, revenues, or expenditures/ expenses of that individual fund are at least 10 percent of the corresponding total (assets, liabilities, and so forth) for the relevant fund category (governmental fund or proprietary funds) and at least 5 percent of the corresponding total for all governmental and proprietary funds combined; or (3) any other funds that public official believe are particularly important to financial statement users

MANDATE

A requirement from a higher level of government that a lower level of government perform a task in a particular way or by a particular standard.

GLOSSARY

(Continued)

MODIFIED ACCRUAL BASIS

A method of accounting used to recognize revenue and expenditures. Funds that use the modified accrual basis of accounting recognize revenues when measurable and available (i.e. collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period). Expenditures are recognized (with some exceptions) when the related liability is incurred.

MOTOR FUEL TAX (MFT)

The State returns a portion of the gas tax to the municipalities on a per capita basis for use in the maintenance and construction of public roads.

NET ASSETS

Net Assets refers to the difference between assets and liabilities reported in a proprietary fund and may be considered a measure of net worth.

OPERATING BUDGET

The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

OTHER POST EMPLOYMENT BENEFITS (OPEB)

OPEB is an accounting concept created by the Governmental Accounting Standards Board (GASB) by pronouncements designed to address expenses that entities may or may not be legally bound to pay, but pay as a moral obligation.

PERFORMANCE MEASURES

Specific quantitative and qualitative measures of work performed as an objective of the department.

PERSONNEL SERVICES

Costs related to compensating Village employees, including salaries, wages and benefits.

PROPERTY TAX

Property taxes are levied on real property according to the property's valuation and the tax rate.

PROPRIETARY FUNDS

Funds used to account for activities similar to those found in the private sector, where the determination of net income is necessary for sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds). Example of proprietary funds are the Water & Sewer Fund and the Technology Fund.

PUBLIC SAFETY EMPLOYEE BENEFITS ACT (PSEBA)

PSEBA provides for free health insurance to a public safety officer who is catastrophically injured or killed in the line of duty. The officer's spouse and minor children are also entitled to free health insurance coverage under the Act. The health insurance must be provided by the employer for the remainder of the lives of the officer and spouse (or until the spouse remarries).

GLOSSARY

(Continued)

REVENUE

Money received into a fund from outside the fund that, together with fund balances, provides the financial resources for a given year.

REVENUE BONDS

This type of bond is backed only by revenues from a specific enterprise or project.

SOLID WASTE AGENCY OF NORTHERN COOK COUNTY (SWANCC)

An intergovernmental agency formed to dispose of residential household solid waste generated by its municipal members.

SPECIAL ASSESSMENT AREA

A method used for the purpose of financing public improvements in a designated area. Although a portion of special assessment project costs are borne by a group of specifically benefited owners, the project usually has some value to the general public, in which case the general government may bear a portion of the project cost. The general government frequently pays for the entire project up front, and finances the cost through a bond issue. The individual owners in the special assessment area pay the general government their proportional share of the total owner cost. The payment is then used to cover annual debt service costs of the bond issue. Payments can be set up on a lump sum or a periodic basis.

SPECIAL REVENUE FUND

A fund created when the Village receives revenue from a special source designated to be used for a specific purpose.

SPECIAL SERVICE AREA

A method used for the purpose of financing public improvements in a designated area. This is handled in the same manner as a Special Assessment Area, except that the individual owners' portions are paid through annual property tax assessments. (See also Special Assessment Area).

TAX INCREMENT FINANCING (TIF)

This type of financing typically pays for infrastructure and capital improvements in a designated area or district. The difference in property tax revenues received in a base year versus the increased property taxes received in subsequent years after improvements are made, results in a property tax increment which is used to finance the improvements.

TAX LEVY

The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TAX RATE

The amount of tax stated in terms of a unit of tax base. In Illinois, the tax rate is per \$100 of equalized assessed value.

WORKING CASH / CAPITAL

Working cash (or capital) is the difference between current assets and current liabilities reported in a proprietary fund. This measure indicates relative liquidity.

ACRONYMS

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