

Village of Addison, Illinois

***Budget and Financial Plan
May 1, 2019 – April 30, 2020***



WHERE IS ADDISON?

The Village of Addison is located approximately 25 miles west of downtown Chicago in Du Page County,



VILLAGE OF ADDISON, ILLINOIS

2019-2020 ANNUAL BUDGET AND FINANCIAL PLAN MAY 1, 2019 - APRIL 30, 2020

Prepared By:

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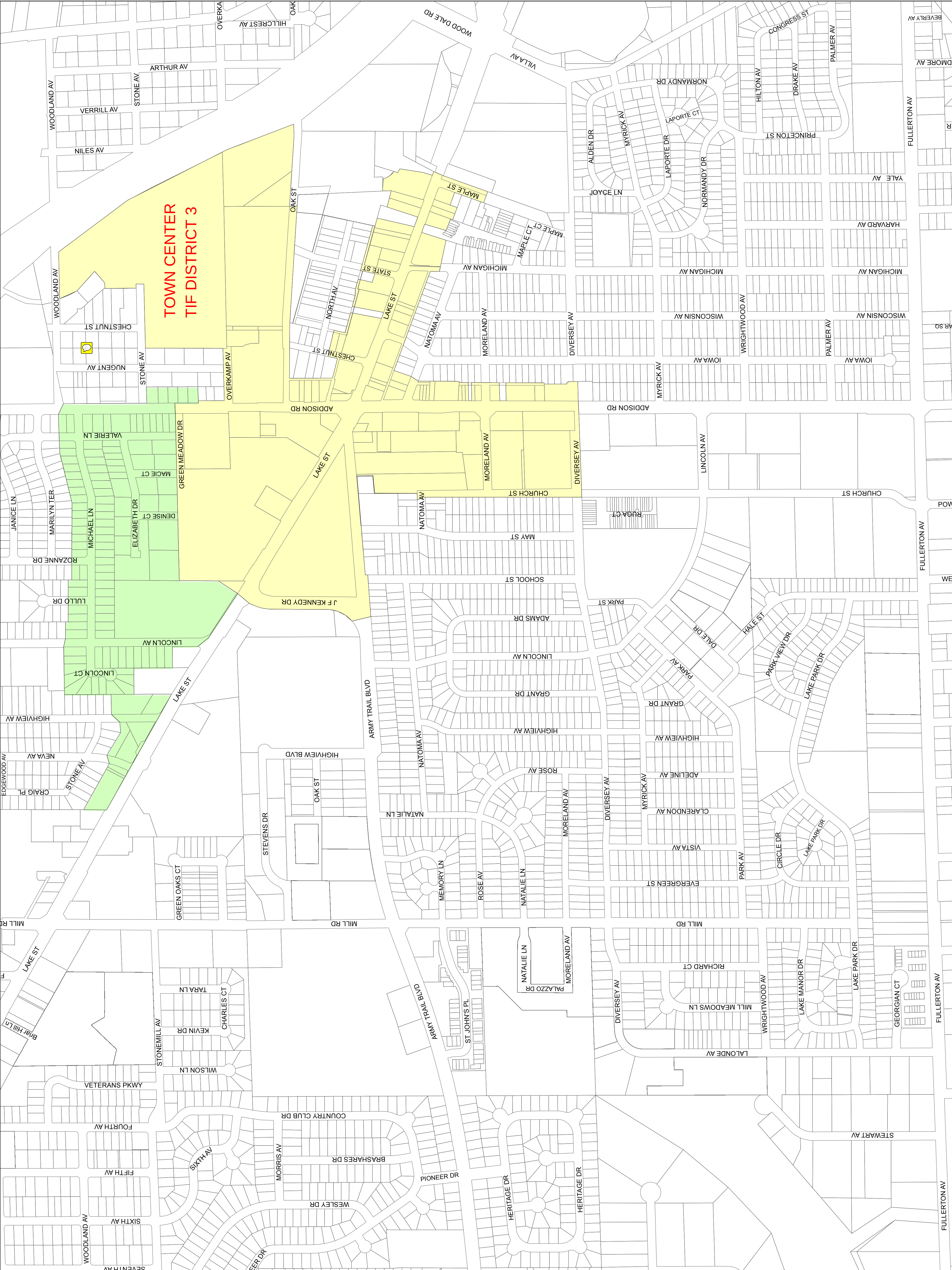
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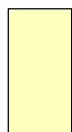
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ACTIVE
VILLAGE OF ADDISON
TIF DISTRICT

Town Center TIF 2006 - 2029



Not to Scale

VILLAGE OFFICIALS



Village of Addison Board of Trustees:

Front row left to right: Mayor Richard Veenstra, and Village Clerk Lucille Zucchero
Back row left to right: Trustee Joseph McDermott, Trustee William Lynch, Deputy Mayor Thomas Hundley, Trustee Cathy Kluczny, Trustee Harold Theodore, and Trustee Sam Nasti

VILLAGE ATTORNEY

Robbins Schwartz

ADMINISTRATIVE

John Berley
Roseanne M. Benson
Rick Federighi
Timothy Hayden
Donald Weiss

Asst Vlg Mgr/Dir of Com Dev
Finance Director/Treasurer
Director of Public Works
Director of Police
Director of Community Relations



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Addison
Illinois**

For the Fiscal Year Beginning

May 1, 2018

Christopher P. Morill

Executive Director

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 multi-year comprehensive financial plan adopted annually by the Village board, with a fiscal year starting on May 1st and ending on April 30th.

The budget calendar identifies the timing, responsibility, and duration of the budget process. Generally, the budget process begins in December and the budget is adopted in April. 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.

COMMUNITY PROFILE

Key Statistics

GOVERNMENT

Incorporated October 6, 1884

Home Rule Status effective January 1, 1974

The Village is a home-rule municipality governed by a seven-member board consisting of six Trustees and a Mayor. The board is elected as provided by law and serves four-year overlapping terms.

The Mayor, with approval of the Village Board, appoints the Village Manager, Treasurer, and Director of Police.

The Village employs 242 full-time employees in 15 operating departments: Administration, Finance, Community Relations, Building & Grounds, Police, Henry Hyde Resource Center, Consolidated Dispatch Center, Community Development, Electrical & Forestry, Street, Water, Sewer, Water Pollution Control, Fleet Services, and Information Technology.

In addition, the Village has the following advisory commissions that advise the Board on various issues and proposals under review. The Mayor, with the consent of the Board of Trustees, appoints members to the commissions.

Advisory Liquor	Planning
Audit	Police
Blood Bank	Police Pension Board
Citizens Advisory	Senior Citizens
Commercial & Industrial	Special Events
Cultural Arts Development	Tenant & Landlord
Historical	Zoning Board of Appeals

The Village also operates one (1) public access cable television station and televises all Board and Board chaired committee meetings, in addition to airing board meetings of other taxing bodies.

Village Website: www.AddisonAdvantage.org

Election – April 4, 2019

Number of Registered Voters	19,059
Number of Votes Cast in Last Municipal Election	756

Village Bond Rating

Fitch IBCA	AA+
Standard & Poor's	AA

Fire ISO Rating: 2

Various taxes:

Sales Tax	8% (eff. 6/1/16)
Telecommunications Tax	6%
Utility Tax	None at this time

DEMOGRAPHICS (2010 Census)

The Village is comprised of 9.02 square miles.

The Village is located in DuPage County, approximately 25 miles west of the Chicago loop business district and 14 miles southwest of O'Hare International Airport (a 20-minute drive by expressway). The Village is home to the second largest industrial park acreage by municipality in the Chicagoland area. Adjacent to the Village, to the north are the communities of Wood Dale and Itasca; to the east is Elmhurst; to the south are Villa Park and Lombard; to the west is primarily unincorporated land.

Weather Conditions (e)

Average Winter	26.4° F	-3.11° C
Average Summer	71.8° F	22.11° C
Average Annual Rainfall	38.5 In.	97.80 cm
Average Annual Snowfall	34.5 In.	87.50 cm

Population (a)

1970	24,482
1980	29,759
1990	32,053
2000	35,914
2007 (Special Census)	36,946
2010	36,942

Ethnic Makeup (a)

White	17,562	47.5%
Hispanic or Latino	14,813	40.1%
Black or African American	1,355	3.7%
Asian	2,706	7.3%
Other	506	1.4%

Age Cohorts and Median Age (a)

Under 19 years	10,696	29.0%
20 to 34 years	8,536	23.1%
35 to 49 years	7,390	20.0%
50 to 64 years	6,456	17.5%
65 to 79 years	3,062	8.3%
80 years or over	8,020	2.2%
Median Age		33.7 years

COMMUNITY PROFILE

Key Statistics (Cont'd)

DEMOGRAPHICS (2010 Census) continued

Other Household and Resident Data (a)

Total Households	12,581
Median Household Income	\$62,587
Median Age	33.7
% of population over 65	10.4%
Unemployment Percentage (2009)	7.8%

Home Value (f)

Median Home Value	\$ 283,200

Property Value (b)

Total Property Value (2017)	\$3,422,906,802
Equal. Assessed Valuation (.33%)	1,140,968,934

EAV Breakdown by Type of Property

	2017 EAV	% of Total
Residential	\$ 679,168,341	59.53%
Industrial	353,968,860	31.02%
Commercial	107,416,880	9.41%
Railroads & Farms	414,853	0.04%
	<u>\$ 1,140,968,934</u>	<u>100.00%</u>

Other

Miles of Street	96

Water information:

Miles of Water Mains	171
Daily Pumping Capacity	9.58 million gals
Average Daily Pumpage	3.20 million gals
Water supplied through DuPage Water Commission	

Sewer Information:

Miles of Sewer	9.0 miles combined sewer
	120.0 miles sanitary sewer
	73.0 miles storm sewer
Daily Treatment Capacity	8.5 million gals
Average Daily Treatment	5.24 million gals
Total Gallons Treated	1.91 billion gals

Number of Schools

Elementary Schools	7
Junior High School	1
High School	1
Trade & Technical	2
Community College	1

Number of Parks and Playgrounds, including Pools

	24

Number of Libraries

	1
# of items in collection - physical	143,852
# of items in collection - digital	632,770

Number of Fire Stations	3

Number of Banks and Savings & Loans	8

BUSINESS

The Village has 1,055 businesses paying sales taxes.

Kind of Business Report (d)

Sales Category-2018	Sales Volume	%
General Merchandise	\$ 985,292	5.34%
Food	1,985,572	10.77%
Eating & Drinking Places	1,563,207	8.48%
Apparel	60,157	0.33%
Furniture, Household & Radio	368,880	2.00%
Lumber, Building & Hardware	744,508	4.04%
Automotive & Filling Stations	2,088,352	11.33%
Drugs & Other Retail	1,818,923	9.87%
Agriculture & Extractive	7,853,275	42.60%
Manufacturing	966,632	5.24%
Total	\$18,434,798	100%

Major Employers (c)

(Based primarily on the number of Employees-500 or more)

United Parcel Service	2,914
Pampered Chef	788

Awards & Recognitions

GFOA Certificate of Achievement for Excellence in Financial Reporting	Since 1985

GFOA Distinguished Budget Presentation Award	Since 1989

Lincoln Award for Commitment to Excellence	2001

CALEA Re-accreditation of Police Dept. - "With Excellence" (1 of 49 worldwide)	2018
Original accreditation, July, 2000	

Addison Consolidated Dispatch Center (ACDC) Initial CALEA Accreditation	2018

Designated An Illinois Arts Friendly Community	2002

Certified Tree City U.S.A.	Since 1987

2011 Project of the Year Award-Transportation - \$5 Million, But Less Than \$25 Million - Salt Creek Greenway Trail

American Public Works Assoc.-Chicago Metro Chapter

Excellence in Masonry 2003 - for Village Hall
Illinois-Indiana Masonry Council

Notes:

- a) US Census Bureau website (2010)
- b) Village of Addison and DuPage County Records
- c) Illinois Department of Commerce and Community affairs - Community Profile
- d) Illinois Department of Revenue
- e) noaa.gov (National Oceanic and Atmospheric Association)
- f) 2005-2009 American Community Survey



Village of Addison

MISSION STATEMENT

The Village of Addison's mission is to provide responsive and fiscally responsible government services to the community. These services are in place to enhance the safety, health and general welfare of the citizens and businesses within the community.

Our service oriented philosophy balances various community needs with municipal resources through a planned approach to the governance process.

Within this balanced approach, we are committed to:

- Maintaining a high quality of life
- Providing a safe and secure community
- Working together to create effective solutions to community concerns
- Providing excellent services through honest, impartial and accurate communications and actions
- Shaping the future of the community by encouraging innovation and embracing technology as a means of improving services and reducing costs
- Retaining quality staff and providing them with opportunities for professional development

STRATEGIC PLAN 2016 - 2021

On December 7, 2015, the Village Board adopted a strategic plan for the Village organization for the years 2016 – 2021. The result was a comprehensive plan with several parts:

- The Village of Addison Mission Statement
- Guiding Principles
- Our Vision for the Year 2021
- Strategic Priorities

THE VILLAGE OF ADDISON MISSION STATEMENT

To create a dynamic, engaged and sustainable community in which all residents, businesses and employees enjoy economic opportunity, social stability and a sense of well-being.

GUIDING PRINCIPLES

Our behavior is governed by our guiding principles and values, and our success depends on consistently living these values as an organization and as a community.

- Conduct that is at all times honest, fair, ethical and respectful.
- Service that is responsive, respectful, and of high quality.
- A code of honor that is marked by trust, openness and integrity.
- Superior standards of professionalism and expertise bolstered by ongoing training and commitment to learning.
- Commitment marked by helpfulness, teamwork, collaboration and information sharing.
- Freedom to excel, create value and contribute to our purpose.

STRATEGIC PLAN 2016 - 2021

(Cont'd)

OUR VISION FOR THE YEAR 2021

- The Village is a place where people want to live, work or visit.
- The Village is a place where residents have opportunities and options and they can stay through all stages of life.
- The Village has quality schools.
- The Village maintains a strong sense of community.
- The Village is a safe place.
- The Village has various entertainment options.

STRATEGIC PRIORITIES

These areas of broad focus encompass our efforts toward achieving our Vision. Within these strategic priorities will come the improvement and change initiatives we need to undertake over the next 3–5 years.

Priority 1: Economic Development

Desired Outcome:

- a. Vibrant Shopping Areas
- b. Successful commercial development
- c. Diversified and high quality retail

Strategic Initiatives:

- i. New business recruitment program
- ii. Existing business retention program
- iii. Targeted new business incentive program
- iv. Management

(Cont'd)

Priority 2: Community Image

Desired Outcome:

- a. Fully integrated community – no fragmentation
- b. Consistent quality education throughout the Village
- c. An educated community on quality of life issues

Strategic Initiatives:

- i. Joint community image program
- ii. Schools in the top 20%
- iii. Increase Addison residents' enrollment
- iv. Conduct citizen survey

Priority 3: Housing

Desired Outcome:

- a. Expanded supported living housing options for seniors
- b. High percentage of Addison residents remain here
- c. Current unincorporated areas are successfully incorporated

Strategic Initiatives:

- i. Senior friendly housing complex
- ii. Targeted independent and assisted living complex
- iii. Annexation initiative

Priority 4: Infrastructure

Desired Outcome:

- a. Improved productivity via technology
- b. Improved reliability- hard infrastructure
- c. Comprehensive facilities plan in place and funded

Strategic Initiatives:

- i. Productivity improvement
- ii. Hard infrastructure reliability improvement
- iii. Facilities plan

STRATEGIC PLAN 2016 - 2021

(Cont'd)

Priority 5: Civic Engagement

Desired Outcome:

- a. Intergovernmental partners understand all priorities
- b. Improved efficiency of customer service operations
- c. Increased involvement in community events

Strategic Initiatives:

- i. Collaborative intergovernmental priorities project
- ii. Community event participation increase program

Priority 6: Employee Development

Desired Outcome:

- a. Fully trained and capable employees
- b. Stable and qualified employees
- c. Competitive compensation package

Strategic Initiatives:

- i. Performance improvement program
- ii. Competitive compensation program



Village of Addison

April 15, 2019

The Honorable Rich Veenstra, Mayor
Members of the Village Board of Trustees
Village Clerk Zuccherro
Village of Addison, Illinois

Re: 2019-2020 Budget Message

Ladies and Gentlemen:

The 2019-2020 Budget and Financial Plan for the Village of Addison is hereby submitted for your consideration. The following pages will serve as an executive summary of the proposed budget and the Village policies which were followed in its preparation.

The multi-year Budget and Financial Plan is intended to forecast favorable or unfavorable financial trends which is not possible within the constraints of a typical one year budget. This business-like approach allows our elected officials and staff to analyze the future fiscal impact of policy decisions and provides sufficient time to address those which may be unfavorable.

EXPLANATION OF BUDGETARY BASIS AND PROCESS

The Village has, historically, projected its budgets based on a very conservative forecast of revenues for a normal local economy in the Chicago metropolitan area. It does not take into account new revenues from growth unless the development is completed and has provided a historical basis for the new projection. The Village also projects every possible normal operating expense and does not take into account such events as employee turnover or weather factors which tend to reduce final operating expenses. One could correctly characterize it as a "worst case scenario". Consequently, a historical comparison of budgets and actual operating expenses will demonstrate that the Village organization has consistently outperformed its original financial forecasts. Projected deficits generally turn out to be budget surpluses or in a few instances, much smaller deficits than were originally anticipated. Management believes that this method of budgeting tends to focus financial support on the proper funding of existing programs, infrastructure and strategically

Budget Message

selected new programs to improve productivity. Discussions of expensive new programs, particularly those involving the hiring of new staff, are considered only with consideration of new revenue sources. Therefore, any projected draw down of cash balances is a move which has been planned and projected in advance, and is not the result of "rosy" financial projections which have not materialized as planned.

The Village budget document is prepared based on generally accepted accounting principles (GAAP), as described in the appendix. The Village's Comprehensive Annual Financial Report (CAFR) presents governmental funds on a modified accrual basis. Under this method, revenues are recorded when available and measurable. Expenditures are recorded when goods or services are received and liabilities are incurred.

Chapter 2 of the Village Code authorizes the Village Manager to authorize contracts up to \$15,000 and to approve contract change orders in amounts up to \$7,500. Absent emergencies, no purchase or change order in excess of these amounts or those which exceed current budget appropriations may be made without the prior approval of the Mayor and Board of Trustees. Contingency funds are included in the Corporate and Water and Sewer Funds to accommodate this potential need. These funds may be released by the Mayor and Board of Trustees upon the request and justification by the Village Manager.

The Village Manager is authorized to issue rules governing purchasing procedures, subject to Board approval. Budgetary control is maintained through a system of monthly revenue and expenditure reports, which are produced by the Finance Department and distributed to the Village Board, Village Manager and all Department Heads. The Village also utilizes an encumbrance system as a management control technique to assist in controlling expenditures. Under this procedure, encumbrances of governmental funds are reservations of fund balances and retained earnings for the Proprietary Funds at year end. The Proprietary Funds are reported on a full accrual basis. All appropriations lapse at year end, and incomplete projects are usually re-budgeted in the subsequent fiscal year. The level of budgetary control (i.e., the level at which expenditures cannot legally exceed the budgeted amount) is at the fund level. During the year, the Village Board may, through a majority vote, amend the budget to provide for unforeseen expenditures.

In December of each year, the Village Manager and the Finance Director distribute the budget calendar and instructions to Department Heads. Departmental requests are then reviewed at the staff level. The Village Manager and Finance Director will then propose a balanced baseline budget and proposed new programs for consideration by the Finance and Policy Committee of the Village Board. The Committee then considers the proposed budget and approves final spending levels. The Committee formally considers the budget in April and recommends final approval to the Village Board. The Village Board then approves the budget prior to April 30. The new budget takes effect May 1.

BUDGET FOCUS

At the local level, we continue to experience increased building activity, including the build out of previously vacant storefronts. Several major developments include: Phase I of the 80 home Enclave subdivision on the site of the former Addison Golf Course was started in Fiscal 2019. Phase II of that development is underway. The construction of a new 200 unit senior complex between Marcus Theater and the Hampton Inn and Suites hotel on Lake Street is near completion. A new hotel and suites is almost completed at Lake Street and Route 83. This parcel was annexed into the Village prior to the start of construction. A new skilled nursing facility is being proposed for the vacant Oxford Bank headquarters on Lake Street. The northeast and northwest corners of Lake Street and Rohlwing Road are in the process of being annexed into the Village. These locations contain several existing sales tax generating businesses. We expect to see continued growth in our economically sensitive revenue sources during the remainder of FY 2019-20.

This budget does not assume any new Federal or State economic assistance, or any unannounced cutbacks of existing assistance. We will continue to monitor negotiations in Springfield relative to the State budget. There have been several proposals such as a reduction in LGDF funds, and a property tax cap which could have significant impacts on the Village's finances. The Village has potential actions which could be taken to effectively deal with most reasonable State budgetary outcomes, including use of non-referendum revenue sources which have been held in reserve for emergencies. We will closely monitor the situation in the interim.

Based on our financial projections, we anticipate all major funds will be able to maintain their minimum three (3) month cash balance, in accordance with Village policy.

Capital projects and redevelopment funds, and bond proceeds are sufficient to cover all ongoing projects.

With the Fiscal 2020 budget, all full time personnel wages are now reflected in the 4001 account number, Salaries and Wages.

PERSONNEL ASSUMPTIONS

In the Village's proposed 2019-2020 budget, personnel additions include one (1) Community Development Inspector II in the Community Development Department, one (1) Assistant Records Supervisor in the Police Department and two (2) part-time Maintenance Workers in the Building and Grounds Department.

FINANCIAL POLICIES

The Village has established the following financial policies:

1. Collateralization of investments.
2. Establishment of fees and charges at a maximum of the average of those charged by communities in DuPage County.
3. Establishment of tax rates at a maximum of the average of those charged by communities in DuPage County.
4. Use of motor fuel tax funds for street and signal construction and maintenance only.
5. The use of cash flow financing for capital projects whenever possible.
6. Compliance with the Illinois Property Tax Limitation Act in setting the property tax levy.
7. Maintenance of a scheduled replacement program for capital projects and equipment.
8. Maintenance of a minimum of 3 months cash balance in all operating funds.

The proposed 2019-2020 budget will attempt to keep the Village in compliance with all of the above policies.

BUDGETARY GOALS

On March 13, 2002, Illinois Performance Excellence awarded the Village of Addison the 2001 Bronze Award. Addison was the second of three (3) Illinois municipalities to win this award, which reflects the Village's initiatives to improve customer service through continuous improvement. The Village was reviewed by a team of eight (8) assessors who reviewed our efforts in leadership, strategic planning, customer and market focus, information and analysis, human resource development and management, process management, and organizational results. The Bronze Award is the first of three award levels offered by the Foundation. The Village anticipates a future application for a higher-level award. Illinois Performance Excellence was created in 1994 to raise Illinois' worldwide competitiveness by improving the performance of organizations in five areas (health care, education, government, service and industry). The criteria for the Illinois Performance Excellence Award are patterned after the national Malcolm Baldrige Quality Award.

As part of the Illinois Performance Excellence review, the various Village departments have included benchmarking data, which is included in the description of each departmental budget.

On December 7, 2015 the Village Board adopted a new strategic plan for the Village organization for the years 2016-2021. The following describes how these strategic directions have been translated into the 2019-2020 budget:

Budget Message

Community Image

\$18,000 has been budgeted in the Community Relations Department for an addendum and reprint of the Historical Book that is being compiled for the Village.

\$40,000 has been allocated in the Community Development Department for façade improvements to existing business buildings.

Infrastructure

\$800,000 has been allocated in the Public Building Fund, to complete the Village-wide software implementation that began in Fiscal 2019. The elected officials and staff of the Village have seen this upgrade as a top priority to bring Village operations into the 21st century. \$250,000 has been budgeted in the same fund to remodel the old dispatch area of the Police Department. An additional \$142,000 has been budgeted in this fund for improvements to the Wastewater facilities including a new air handler and condenser unit and upgrades to the lab.

\$150,000 has been allocated in the Community Relations Department to upgrade the audio/ video equipment in the Board room. \$30,000 is included for the second phase of the Digital Asset Management program and IP Video Routing. Partial funding for these upgrades come from a public access fee charged to cable subscribers.

\$25,000 has been allocated in the Electrical/Forestry Division of Public Works to upgrade the inventory, mapping and GIS data collection of the Village's street lights, bollard lights and traffic signal systems. \$66,400 has also been allocated in this Division for replacement of lights in the garage and fleet areas along with new carpet and furniture in the front office area of the public works facility.

\$90,000 has been allocated in the Building and Grounds budget to modernize an elevator in the Police Department that has been out of service. An additional \$35,000 has been included for gutter repairs and installation of awnings over specific entrances to Village Hall.

Employee Development

A total of \$295,500 is budgeted throughout the Village departments in conferences and training opportunities for employees. \$60,000 has been allocated in the Police Department for an Officer Safety/Wellness program.

Budget Message

BUDGET TRENDS

The fiscal year 2019-2020 operating budget reflects a .5% decrease over last fiscal year's Budget:

Fund	FY 2018-19 Budget	FY 2019-20 Budget	% Change
GENERAL FUND	\$ 37,421,300	\$ 38,372,700	2.54%
WATER & SEWER FUND	20,757,900	22,957,000	10.59%
WATER & SEWER DEBT SVC FUND	1,137,746	1,127,009	(0.94)%
FLEET SERVICES	1,407,900	1,532,700	8.86%
INFORMATION TECHNOLOGY	1,702,700	1,599,500	(6.06)%
EQUIP REPL FUND	1,236,000	897,000	(27.43)%
DEBT SERVICE	6,872,606	4,834,600	(29.65)%
CAPITAL PROJECTS	295,200	0	(100.00)%
ACDC BUILDING FUND	12,800	0	(100.00)%
PUBLIC BUILDING FUND	2,988,600	2,592,700	(13.25)%
TIF #3	466,300	300	(99.94)%
POLICE PENSION	3,747,400	3,883,000	3.62%
MOTOR FUEL TAX	3,980,300	4,187,900	5.22%
	<u>\$ 82,026,752</u>	<u>\$ 81,984,409</u>	<u>(0.05)%</u>

General Corporate Fund

The General Corporate Fund finances most Village operations. The primary revenue sources are sales tax, State income taxes, property taxes, licenses, permits and fees, telecommunications tax, and other revenues.

Water and Sewer Fund

The Water and Sewer Fund accounts for expenses relative to the operation and maintenance of the Village's water and wastewater operations. It also includes funds for Water and Sewer capital projects. \$905,800 has been included in this Fund to replace unreliable water main, including Byron Avenue, Army Trail Blvd, and Fullerton Ave. \$1,030,000 has been allocated to extend water service to the northeast and northwest portions of the Lake Street and Rohlwing Road intersection. This main is being funded by Exxon/Mobil due to underground contamination from an old gas station in the area. This construction will result in the annexation of several sales tax producing businesses to the Village. \$4,060,000 is budgeted in the Wastewater Department of the Water and Sewer Fund for improvements to the Digester Complex. This is the first year of a two year project. \$300,000 is also included for the dredging of the Westwood Creek Pump and Dam. This station helps alleviate flooding along Westwood Creek during elevated stream conditions.

Budget Message

Motor Fuel Tax Fund (MFT)

This fund earmarks the collection and expenditure of State Motor Fuel Tax funds. These funds are collected by the State and shared with municipal governments, based on population, and must be used for roadway maintenance.

\$1,900,000 has been included in this fund for the 2020 Street Resurfacing Program. \$150,000 has been allocated in the Motor Fuel Tax Fund to continue the Village's sidewalk replacement program which attempts to identify and replace sections of sidewalk that are potential trip hazards. This work will reduce Village liability for sidewalk injuries. An additional \$50,000 is budgeted in the Motor Fuel Tax Fund for identified improvements which are needed to comply with the Americans with Disabilities Act (ADA). An additional \$125,000 has been allocated for sidewalk replacements as part of the Street Resurfacing project. \$57,000 has been allocated to complete the resurfacing of Byron Avenue from Mill Road to Addison Road. \$566,600 has been allocated to replace the failing Rozanne Bridge in the Green Meadow neighborhood. A failed water main will also be replaced at this location. \$1,185,600 has been allocated for the resurfacing of Fullerton Road. The Village has received Surface Transportation Program funding from the Federal Government to fund this project.

Internal Services Fund

The IT Department budget covers the cost of the operation and maintenance of the Village's computer hardware, software and communication systems. \$25,000 has been allocated for a server upgrade. \$12,200 has been allocated to replace the Copier in the Records division of the Police Department. \$25,000 has been allocated to replace remote network switches. \$36,000 has been allocated to purchase an IT asset/service management system for Village IT staff.

Equipment Replacement Fund

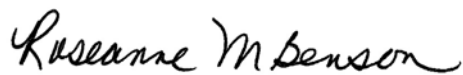
The Equipment Replacement Fund accounts for the pay-as-you-go purchase and replacement of Village vehicles. Monies are transferred annually from individual operating funds to the Equipment Replacement Fund based on the fleet service's estimate of replacement cost and replacement date. \$897,000 is allocated for equipment purchases and capital improvements from this fund.

ACKNOWLEDGMENTS

I would like to thank all of the supervisory and management staff for their efforts in the preparation of the 2019-2020 budget. We overcame some challenges during the process including several proposed programs which were high ticket items. Their advance planning and ability to be flexible is appreciated. They have all focused their efforts on mission critical upgrades and capital improvements which will provide improved service and an immediate return on investment.

I would also like to thank our elected officials for their support throughout the year. The elected officials in Addison have a common goal and work well together. It is their desire and their expectation that the staff provide a high level service to our residents and businesses. They will do their best to provide resources to maintain this high service level. That expectation includes the residents and businesses of our partner communities in the Addison Consolidated Dispatch Center.

Respectfully submitted,

A handwritten signature in black ink that reads "Roseanne M. Benson". The script is cursive and fluid, with the first name "Roseanne" being more prominent than the last name "Benson".

Roseanne M Benson
Finance Director/Treasurer



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FY 2019-20 BUDGET & FINANCIAL PLAN CALENDAR

Budget Schedule of Dates and Events

Monday, November 5, 2018	<u>Village Manager and Finance Director</u> ♦ Budget instructions, forms and schedule are distributed to department heads
Friday, November 9, 2018	<u>Public Works</u> ♦ Forwards the (5) year vehicle replacement plan to the Finance Director.
Monday, December 3, 2018	<u>Department Heads</u> ♦ Submits all budgets to the Finance Director by Monday, December 3, 2018. <u>Administration</u> ♦ Compiles figures for personnel expenditures and casualty insurance. ♦ Forwards to Finance prior to Monday, December 3, 2018. <u>Finance</u> ♦ Prepares allocated expenditures and revenue projections for Fiscal Years 2018-2019, 2019-2020, and 2020-2021 by Monday, December 3, 2018. <u>Boards and Commissions</u> ♦ Submits goals and budget requests to the Finance Director by Monday, December 3, 2018.
Tuesday, December 4 -Friday, December 7	<u>Finance Director and Assistant Finance Director –O/B</u> ♦ Compiles expense requests and revenue projections for all three fiscal years. ♦ Reviews and develops initial review schedule with Village Manager.
Monday, December 10-Friday, December 14	<u>Village Manager and Finance Director</u> ♦ Reviews all budget and program requests with Department Heads. ♦ Information Services, Fleet Services, and Equipment Replacement are the first 3 reviews. ♦ Figures are adjusted and program recommendations are formulated.

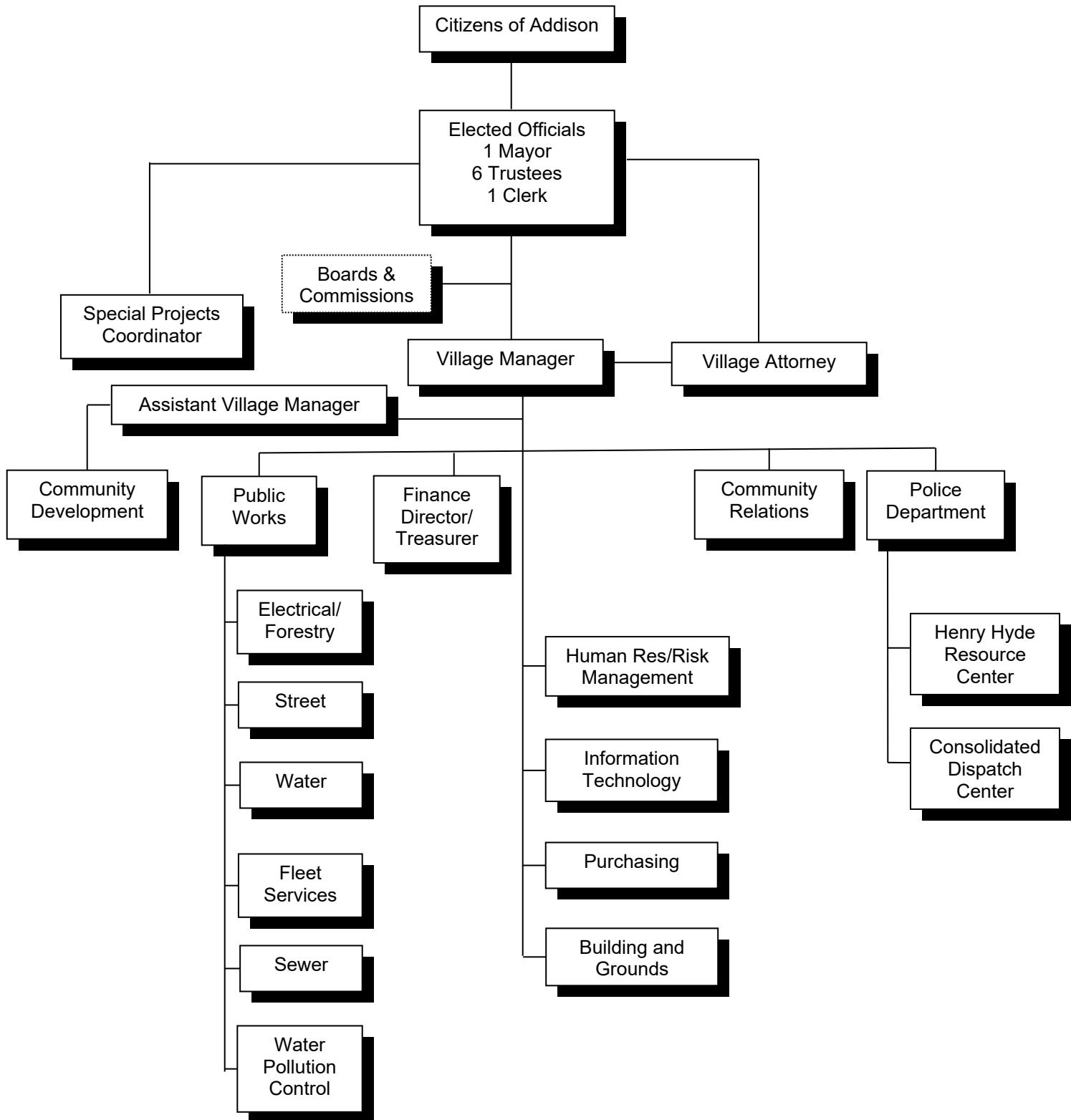
FY 2019-20 BUDGET & FINANCIAL PLAN CALENDAR

Budget Schedule of Dates and Events (Cont'd)

Monday, December 17 -Friday, December 21	<u>Department Heads</u> ◆ Departments revise budget and program requests as needed. ◆ Resubmit to the Finance Director by Friday, December 21, 2018.
Monday, December 24 - Friday, January 18	<u>Finance</u> ◆ Budget package compiled and distributed to Finance and Policy Committee on Friday, January 18, 2019.
Tuesday, January 22	<u>Finance and Policy review session:</u> ◆ Boards & Commissions ◆ General Fund Revenues HHRC, ACDC & Building, Police ◆ Administration, IT, Building & Grounds ◆ Finance Debt Service Police Pension
Thursday, January 24	<u>Finance and Policy review session:</u> ◆ Water and Sewer Fund Revenues ◆ Water Sewer Wastewater ◆ Capital Projects: MFT, Capital Projects, Redevelopment Fund, Public Building Fund, TIF #3
Tuesday, January 29	<u>Finance and Policy review session:</u> ◆ Community Relations ◆ Community Development ◆ Electrical & Forestry Street Fleet Services ◆ Equipment Replacement Fund
Thursday, April 4	<u>Finance</u> ◆ Advertises, Notice of Public Hearing - Budget on display.
Monday, April 15	<u>Village Board</u> ◆ Public Hearing of the FY 2019-20 Budget and Financial Plan. ◆ Final adoption of the FY 2019-20 Budget and Financial Plan.

VILLAGE OF ADDISON

Organizational Structure



*Fire services are provided by the Addison Fire Protection District, which is a separate taxing body. The Village has no authority over the District.

EMPLOYEE CENSUS - AUTHORIZED

Ten Year Analysis

<u>GENERAL FUND</u>		<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Administration	Full-Time	7	7	7	7	7	7	6	8	7	8
	Part-Time	11	11	11	11	11	11	11	9	10	9
Boards & Commissions	Full-Time	0	0	0	0	0	0	0	0	0	0
	Part-Time	1	1	1	1	1	0	0	0	0	0
Finance	Full-Time	9	9	9	9	9	9	10	9	10	10
	Part-Time	3	3	3	3	3	5	4	3	1	2
Community Relations	Full-Time	5	5	5	5	5	5	5	6	6	6
	Part-Time	0	0	1	1	1	1	1	0	0	0
Building & Grounds	Full-Time	2	2	2	2	2	2	3	3	3	3
	Part-Time	1	1	1	1	1	1	1	1	1	2
Police	Full-Time	101	101	88	88	88	88	83	84	85	85
	Part-Time	24	24	24	24	24	4	4	4	2	2
HHRC	Full-Time	1	1	1	2	2	2	2	2	2	2
	Part-Time	2	2	2	2	2	1	4	7	7	5
Consolidated Dispatch	Full-Time	0	0	14	14	14	18	21	44	42	43
	Part-Time	0	0	0	0	0	0	0	6	9	9
Community Development	Full-Time	24	24	24	24	24	25	21	21	21	22
	Part-Time	1	1	1	1	1	0	0	0	0	0
Electrical & Forestry	Full-Time	9	9	9	9	9	11	10	10	10	9
	Part-Time	5	5	5	5	5	5	2	2	2	2
Street	Full-Time	13	13	13	13	13	11	10	9	9	10
	Part-Time	2	2	2	2	2	2	2	2	2	2
<u>ENTERPRISE FUND</u>											
Water	Full-Time	11	11	11	11	11	14	10	10	10	10
	Part-Time	7	7	7	7	7	4	2	2	2	2
Sewer	Full-Time	12	12	12	11	11	11	14	13	13	9
	Part-Time	3	3	3	3	3	3	2	2	2	2
Wastewater	Full-Time	19	19	19	23	23	24	18	17	19	22
	Part-Time	6	6	6	6	6	6	4	4	4	4
<u>INTERNAL SERVICE FUNDS</u>											
Fleet Services	Full-Time	5	5	5	5	5	5	5	5	5	5
	Part-Time	0	0	0	0	0	0	0	0	0	0
Information Technology	Full-Time	4	4	4	4	4	4	5	5	6	6
	Part-Time	0	0	0	0	0	0	0	0	1	1
TOTAL	Full-Time	222	222	223	227	227	236	223	246	248	250
	Part-Time	66	66	67	67	67	43	37	42	43	42

30

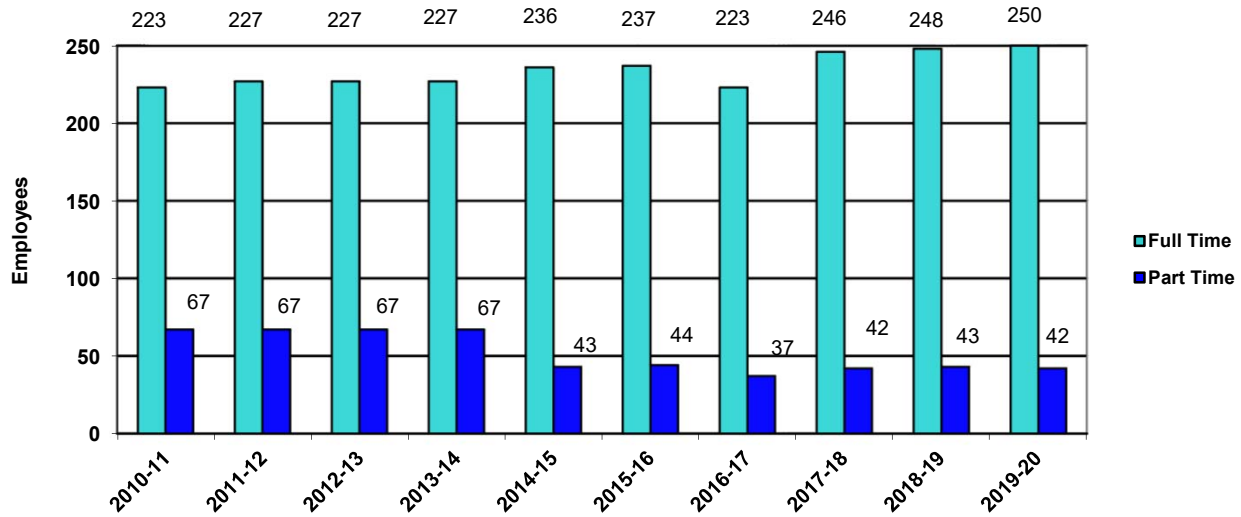
EMPLOYEE ALLOCATION BETWEEN DEPARTMENTS

The Village charges departments directly thru payroll for the percentage of time the positions spend on other departments. Each department employee summary will show the percentage each position is charged to that department. This table shows all the allocations together.

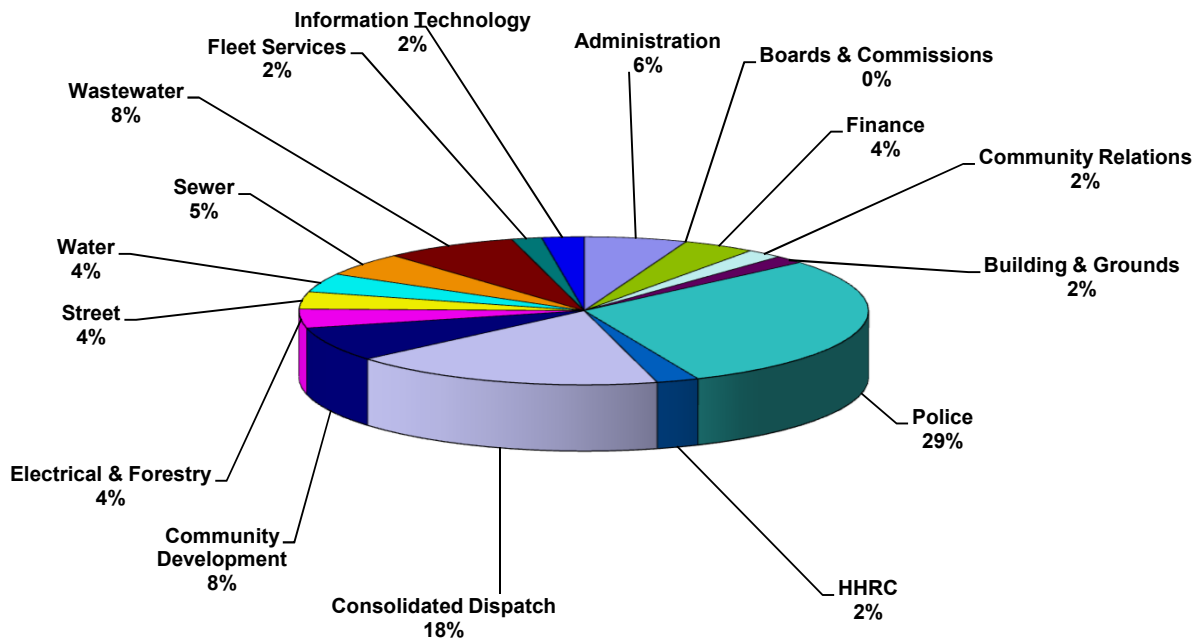
POSITION-DESCRIPTION	Admin 1012	Finance 1040	Com Dev 2010	E & F 2510	Street 2520	Water 5010	Sewer 5031	WW 5032	IT 9962	TOTAL
Authorized & Budgeted Positions:										
MAYOR	0.70					0.10	0.10	0.10		1.00
VILLAGE CLERK	0.70					0.10	0.10	0.10		1.00
TRUSTEES (6)	4.20					0.60	0.60	0.60		6.00
VILLAGE MANAGER	0.70					0.10	0.10	0.10		1.00
DIR HUMAN RESOURCES/RISK MGT	0.70					0.10	0.10	0.10		1.00
EXECUTIVE ASSISTANT	0.70					0.10	0.10	0.10		1.00
HUMAN RESOURCES ASSISTANT	0.70					0.10	0.10	0.10		1.00
PURCHASING AGENT	0.70					0.10	0.10	0.10		1.00
SPECIAL PROJECTS COORDINATOR	0.70					0.10	0.10	0.10		1.00
CLERK TYPIST (5)	0.70	0.50		0.33	0.33	0.94	1.10	1.10		5.00
DIRECTOR FINANCE/TREASURER		0.55				0.15	0.15	0.15		1.00
ASST FIN DIR - OPER/BUDGET		0.55				0.15	0.15	0.15		1.00
ACCOUNTANT		0.55				0.15	0.15	0.15		1.00
PRINCIPAL ACCT CLERK (5)		1.65				1.11	1.12	1.12		5.00
ASST VILLAGE MGR/COM DEV DIR			0.70			0.10	0.10	0.10		1.00
ASST DIR OF COM DEV			0.70			0.10	0.10	0.10		1.00
VILLAGE ENGINEER			0.70			0.10	0.10	0.10		1.00
CIVIL ENGINEER I			0.70			0.10	0.10	0.10		1.00
CIVIL ENGINEER II			0.80						0.20	1.00
DIRECTOR PUBLIC WORKS				0.20	0.20	0.20	0.20	0.20		1.00
SUPT - PUBLIC WORKS				0.33	0.33	0.34				1.00
ADMIN SECRETARY (2)				0.34	0.33	0.33	0.50	0.50		2.00
SUPT - ENVIRONMENTAL SVCS							0.50	0.50		1.00
PT WATER METER READER						0.33	0.33	0.34		1.00
PT CUSTODIAN							0.20	0.80		1.00
Total Budgeted:	10.50	3.80	3.60	1.20	1.19	5.50	6.20	6.81	0.20	39.00
Authorized & Unbudgeted:										
None										
Total Authorized:	10.50	3.80	3.60	1.20	1.19	5.50	6.20	6.81	0.20	39.00

EMPLOYEE CENSUS - AUTHORIZED

Full Time vs. Part Time Authorized Employee Comparison



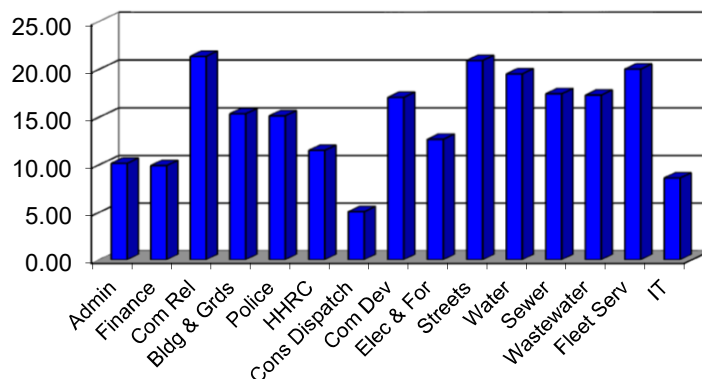
2019-20 Authorized Staffing By Department
Percent of Total



EMPLOYEE CENSUS - CURRENT

Average Years of Service* of Current Full Time Employee - By Department

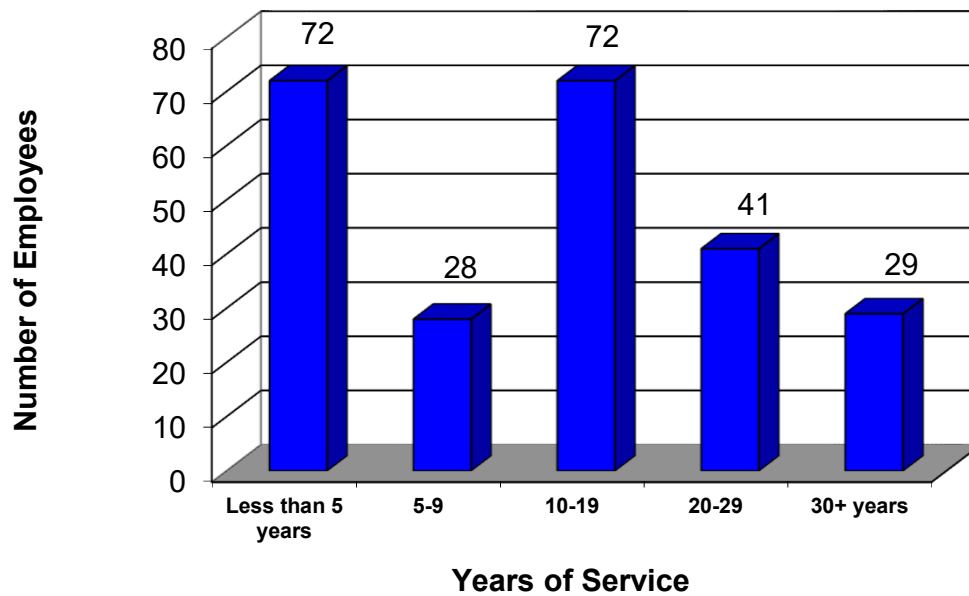
	# Employees	Total Years of Service	Average years per employee
Administration	7	71	10.14
Finance	10	99	9.90
Community Relations	6	128	21.33
Building & Grounds	3	46	15.33
Police	84	1,270	15.12
Henry Hyde Resource Center	2	23	11.50
Consolidated Disptach Center	43	217	5.05
Community Development	20	341	17.05
Electrical & Forestry	9	114	12.67
Street	10	209	20.90
Water	10	195	19.50
Sewer	7	122	17.43
Wastewater	21	363	17.29
Fleet Services	5	100	20.00
Information Technology	5	43	8.60
AVERAGE ALL FULL TIME EMPLOYEES	242	3,341	13.81



* As of 4/8/19

EMPLOYEE CENSUS - CURRENT

Years of Service - Current Full Time Employees*



**VILLAGE OF ADDISON
SCHEDULE OF FUNCTIONAL UNITS AND FUND STRUCTURE/DESIGNATION**

	GOVERNMENTAL FUNDS					PROPRIETARY FUNDS		FIDUCIARY FUNDS
	General	Motor Fuel	Debt Service	Capital Projects	Non-Major	Business - Type Activities	Governmental Activities	Fiduciary Funds
GOVERNMENTAL FUNDS								
General Government								
Administration	X							
Boards and Commissions	X							
Finance	X							
Community Relations	X							
Building and Grounds	X							
General Ledger	X							
Public Safety								
Police	X							
Henry Hyde Resource Center	X							
Consolidated Dispatch Center	X							
Community Development	X							
Highways and Streets								
Electrical and Forestry	X							
Streets	X	X						
Capital Outlay								
Capital Projects				X				
ACDC Building				X				
Redevelopment					X			
Public Building Fund					X			
TIF 1					X			
TIF 2					X			
TIF 3					X			
TIF 4					X			
Special Revenue								
Community Days					X			
Debt Service								
Principal Retirement			X					
Interest and Fiscal Charges			X					
PROPRIETARY FUNDS								
Business - Type Activities								
Waterworks and Sewerage Fund						X		
Water/Sewer Debt Service Fund						X		
Governmental Activities								
Internal Service Funds								
Fleet Services							X	
Information Technology							X	
Equipment Replacement							X	
FIDUCIARY FUNDS								
Police Pension Fund								X



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EXPLANATION OF FUNDS

The Village of Addison 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 government 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 restricted monies (special revenue funds), the acquisition or construction of capital 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.

The Governmental Funds are as follows:

- General Fund
- Special Revenue Fund – Motor Fuel Tax
- Special Revenue Fund – Community Days
- Debt Service Fund
- Capital Projects Funds
 - Capital Projects
 - ACDC Building
 - Redevelopment
 - Public Building
 - TIF #2
 - TIF #3

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.

The Proprietary Funds are as follows:

- Water and Sewer Fund
 - Water/Sewer Debt Service Fund
- Internal Service Funds
 - Fleet Services
 - Information Technology
 - Equipment Replacement

Fiduciary funds are used to account for assets held on behalf of outside parties. The Police Pension Trust fund is budgeted on an accrual basis.

- The only Fiduciary Fund is the Police Pension Trust Fund

EXPLANATION OF FUNDS

(Cont'd)

The following is a list of Village funds that are contained in this budget document, along with a brief description of the purpose of each fund.

ACDC Building Fund – A capital projects fund established with the proceeds from the 2016 A and 2017 G.O. bond issues to account for the construction of the new Addison Consolidated Dispatch Center (ACDC) building.

Capital Projects Fund - A capital projects fund established to account for the acquisition and construction of capital assets of governmental fund operations. Capital Projects revenues are received from grant funding, transfers from other funds, and insurance reimbursements. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

Community Days Fund – A special revenue fund established to account for the revenues and expenditures of the annual Community Days festival. Although the festival has been suspended, other community events can be found in the General Fund, Community Relations budget.

Debt Service Fund - A debt service fund established to account for resources which are used to repay general long-term debt obligations. This fund is reported as a Major Fund in the Village's CAFR. Revenues for the Debt Service Fund are provided by Property Taxes, a .25% Home Rule Sales Tax Increment and transfer from Public Building Fund consisting of an additional .25% Home Rule Sales Tax Increment.

Equipment Replacement Fund - An internal service fund established to provide monies to purchase municipal vehicles and equipment used in Village operations. Revenues for this fund are provided by transfers from end-using departments based on the replacement cost of vehicles used, spread over the life of the vehicles.

Fleet Services Fund - An internal service fund established to provide monies to cover repairs, maintenance, and fuel costs associated with operating municipal vehicles and equipment. Revenues for this fund are provided by transfers from end-using departments based on usage.

General Fund - The all-purpose governmental fund which handles the operations of the municipality not accounted for in a separate fund. This fund is reported as a Major Fund in the Village's CAFR. The General Fund receives most of its revenue from taxes; the largest being Sales Tax, Property Tax, and Income Tax. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

Information Technology Fund - An internal service fund established to provide monies to cover the costs of running the Village's information technology. Revenues for this fund are provided by transfers from end-using departments based on number of computers, laptops and printers in each department.

EXPLANATION OF FUNDS

(Cont'd)

Motor Fuel Tax Fund - A special revenue fund established to account for the municipal portion of motor fuel tax revenues, collected and distributed by the State of Illinois, which are used to pay for the maintenance and improvement of Village streets. Revenues for this fund are received from the State, based on a per capita formula. Other revenue sources include local grants, reimbursements from other agencies for joint projects, and effective January 1, 2012, .25% Home Rule Sales Increment. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

Police Pension Fund - A pension trust fund established to account for pensions paid to retired police officers. The Police Pension Fund revenues consist of a transfer from the General Fund which is generated by Property Taxes, contributions from participants based on a percentage of wages established by the state, and investment earnings.

Public Building Fund - A capital projects fund established with the proceeds from the 1996 G.O. bond issue and the 1998 G.O. bond, to account for the construction of a new Public Works facility, the construction/renovation of the Village Hall facility and capital improvements of other Village facilities. Proceeds from a .25% Home Rule Sales Tax Increment provides the funding for the Public Building Fund.

Redevelopment Fund - A capital projects fund established with the proceeds from the 1995 G.O. bond issue to account for redevelopment projects throughout the Village.

TIF #2 - A capital projects fund established to account for revenues and expenditures for approved projects of a Tax Increment Financing (TIF) District (Michael Lane). Incremental Property Taxes are the revenue source for the TIF #2 Fund. This fund was closed in FY 2019.

TIF #3 - A capital projects fund established to account for revenues and expenditures for approved projects of a Tax Increment Financing (TIF) District (Town Center). Incremental Property Taxes are the revenue source for the TIF #3 Fund.

Water & Sewer Fund - An enterprise fund established to account for all operations of the water and sewer utility services provided by the Village. This fund is reported as a Major Fund in the Village's CAFR. The Water & Sewer Fund receives a majority of its revenue from Water and Sewer user fees. It also receives proceeds from General Obligation Bonds and Illinois EPA loans for specific projects. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

Water/Sewer Debt Service Fund – An enterprise fund established to account for the debt payments incurred for water and sewer utility services provided by the Village. This fund will roll up into the Water & Sewer Fund in the Village's CAFR. The debt liability will be held in the Water & Sewer Fund.

EXPLANATION OF FUNDS

(Cont'd)

The Village has additional funds which are not budgeted, but are included in the Comprehensive Annual Financial Report (CAFR). They are as follows:

Fiduciary Funds

Agency Funds – to account for assets held by the Village as an agent for individual, private organizations, other governments, and bondholders.

- General Escrow
- Water Escrow
- Sewer Connection Escrow
- Group Insurance Withholding
- Library
- Garbage
- Park Donation
- School Donation
- Special Service Area #1

Special Revenue Funds

- Police Grant Funds – to account for the proceeds related to U.S. Department of Justice grants.
- Federal and State Controlled Substance Fund – to account for the proceeds related to federal and state seizure activity.
- DUI Fund – to account for the proceeds of DUI fines in the Village and related activities funded by these proceeds.

FINANCIAL AND MANAGEMENT POLICIES

FINANCIAL POLICIES

The Village of Addison has established the following financial policies:

1. Collateralization of investments. The Village has collateral agreements with all banking institutions where balances exceed or could exceed the FDIC insurable limits.
2. Establishment of fees and charges at a maximum of the average of those charged by communities in DuPage County.
3. Establishment of tax rates at a maximum of the average of those charged by communities in DuPage County.
4. Use of motor fuel tax funds for street and signal construction, and maintenance only.
5. The use of cash flow financing for capital projects whenever possible.
6. Compliance with the Illinois Property Tax Limitation Act in setting the property tax levy.
7. Maintenance of a scheduled replacement program for capital projects and equipment. An Equipment Replacement Fund has been established to provide monies for equipment replacement needs.
8. Maintenance of a minimum unrestricted fund balance of three (3) months of expenditures in all operating funds.

BUDGETING

The budget is the operational control for spending and is less than, or equal to, the amounts appropriated. The Village Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund are done through approval of the Village Board of Trustees and are supported by additional appropriations as needed.

Budgets are adopted on a modified accrual basis of accounting for all governmental fund types and on an accrual basis for the proprietary and trust fund types in accordance with Generally Accepted Accounting Principles (GAAP). Budgets have been adopted for all proprietary fund types, the Police Pension Trust Fund, General, Debt Service, Capital Projects and certain Special Revenue Funds. Budgets for Enterprise Funds do not provide for depreciation; capital improvements are budgeted as expenses.

FINANCIAL AND MANAGEMENT POLICIES

(Cont'd)

BUDGETING (Cont'd)

All budgets are prepared based on the annual fiscal year of the Village which runs May 1 to April 30.

Budget amounts are as originally adopted or as amended by the Village Board of Trustees. Supplemental appropriations are made as required.

The Village is required to work with a balanced budget where estimated revenues equal estimated expenditures. Funds where estimated revenues are not equal to estimated expenditures are planned intentionally to utilize existing fund balance and take advantage of prior year surpluses.

The budget process begins in December, when the Village Manager and Finance Director distribute the budget calendar and instructions to Department Heads. Departmental requests are then reviewed at the staff level. The Village Manager and Finance Director then propose a balanced baseline budget and proposed new programs for consideration by the Finance and Policy Committee of the Village Board. The Committee then considers the proposed budget and approves final spending levels. The Committee formally considers the budget in April and conducts a Public Hearing to obtain taxpayer comments. The Committee then recommends final approval to the Village Board. The Village Board then approves the budget prior to April 30. The new budget takes effect May 1.

The level of budgetary control (i.e. the level at which expenditures cannot legally exceed the budgeted amount) is at the fund level. Budgetary control is maintained through a system of monthly revenue and expenditure reports, which are produced by the Finance Department and distributed to the Village Board, Village Manager and all Department Heads. The Village also utilizes an encumbrance system as a management control technique to assist in controlling expenditures. Under this procedure, encumbrances of government funds are reservations of fund balances and restrictions of net assets for the Proprietary Funds at year end. The Proprietary Funds are reported on a full accrual basis. All appropriations lapse at year end, and incomplete projects are usually re-appropriated in the subsequent fiscal year.

APPROPRIATIONS

The Village of Addison follows these procedures in establishing its appropriations ordinance:

The Appropriations Ordinance is prepared in tentative form by the Finance Director in June, and is made available for public inspection at least ten days prior to final Board action. A public hearing is held on the tentative Appropriation Ordinance to obtain taxpayer comments.

By July 31st of each year the Finance Director must file a certified copy of the Appropriations Ordinance, along with an Estimate of Revenues, with DuPage County.

FINANCIAL AND MANAGEMENT POLICIES

(Cont'd)

APPROPRIATIONS (Cont'd)

The Village Board of Trustees, by a two-thirds vote, may change or modify the Appropriations Ordinance. No revision of the ordinance shall be made increasing total fund expenditures in the event funds are not available to effectuate the purpose of the revision. The appropriations ordinance controls the legal spending limits for the Village.

All appropriations lapse at year end. Expenditures may not legally exceed appropriations (including all changes and modifications as discussed above) at the fund level.

PURCHASING

The Village of Addison uses a centralized purchasing system.

The procedure for purchasing is as follows:

A purchase requisition is entered into the computer system by a department when that department recognizes a need for goods or service. The requisition includes detailed information – vendor, description, part number, unit price, size and quantity.

Pending requisitions are generated by the end using or purchasing department and forwarded to Finance for funding confirmation.

Upon funding confirmation from Finance, the Purchasing Department generates the purchase order and distributes copies to the Vendor, the Finance Department, and two copies to the originating department.

Upon receipt of the goods or services, the department signs and returns the designated copy of the purchase order to the Finance Department, who enters into the computer that the order is complete, matches it with the invoice and payment is made.

Any purchase that exceeds \$2,000 requires a solicitor form to be completed. The solicitor form contains three vendors solicited for the purchase, with the department head's recommendation of at least one responsible vendor for the goods being requisitioned. This form is forwarded to the Purchasing Department and then on to Finance to be included with the invoice and payment documents.

The Village Manager is empowered to authorize contracts up to \$15,000 and to approve contract change orders up to \$7,500. Any changes in excess of \$7,500 require Village Board approval. A formal sealed bid procedure is established for all purchases of capital equipment, or for multiple purchases of commodities or services exceeding \$15,000 in a given fiscal year.

FINANCIAL AND MANAGEMENT POLICIES

(Cont'd)

DEBT SERVICE

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 for debt financing. Furthermore, the Village uses debt only to provide financing for essential and necessary capital projects.

The Village is very proud of its bond rating which has steadily improved over the last twelve years. The Village is currently rated AA+ by Fitch and AA by Standard & Poor's. Both rating agencies cited the steady growth in the Village's tax base, a solid track record of financial operations, and flexibility in raising supporting revenues. These bond ratings improve the marketability of future debt issuance and provide lower interest rate costs to the Village.

The Village issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have also been issued for general government activities. In addition, general obligation bonds have been issued to refund previously issued and outstanding general obligation bonds. General obligation bonds are direct obligations and pledge the full faith and credit of the Village. For additional information, see the "Capital Improvements Programs/Debt Service" and "Debt Service" sections of the budget.

The Village is a "home-rule" community and is presently not subject to debt limitations. The Village has maintained a conservative philosophy on issuance of debt to minimize the potential long-term effect on Village property taxes. We have generally relied on internal fiscal management and future planning to address capital needs. For further details on the Village's debt policies see the "Capital Improvements Programs/Debt Service" section of the budget.

FUTURE FINANCIAL PLANNING

The Village compiles the budget for the next three fiscal years for operations and five years for capital spending. This allows both the Village Board and Village management to see what is projected for future spending. Many capital project expenditures are completed over a multi-year period and do not fit into a specific fiscal year. The multi-year projections give a more complete picture of the impact a long term project has on operations. Although the Village has shown the "out years" to create deficits, those deficits are covered by the prior year fund balance.

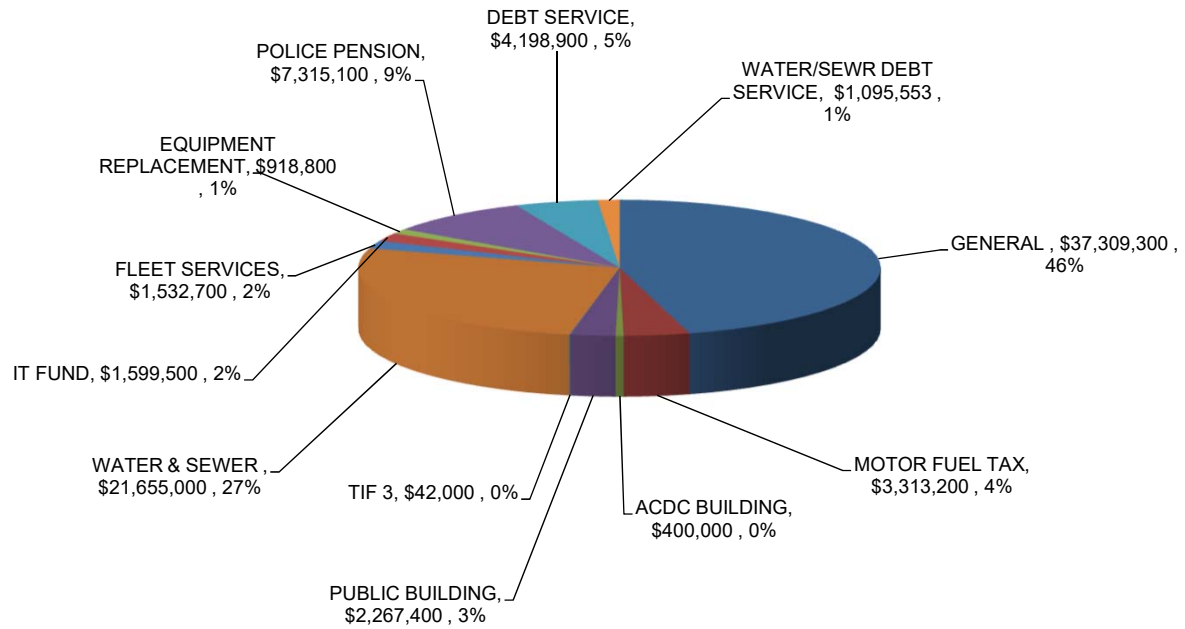
The Village not only looks at the surplus or deficit in a particular year, but also the fund balance available from the prior year and projected fund balances in future years. The Village fund balance policy requires three months or 25% of expenditures to be retained in the fund balance of operating funds. Any excess above the 25% is available for fill-the-gap in future year projected deficits.

The Village projects a very conservative revenue forecast and projects every possible normal operational expense. One could correctly characterize it as a "worst case scenario". Projected deficits generally turn out to be budget surpluses or in a few instances, much smaller deficits than were originally anticipated. Management believes that this method of budgeting tends to focus financial support on the proper funding of existing programs, infrastructure and strategically selected new programs to improve productivity. Discussions of expensive new programs, particularly those involving the hiring of new staff, are considered only with consideration of new revenue sources. Therefore, any projected draw down of cash balances is a move which has been planned and projected in advance, and is not the result of "rosy" financial projections which have not materialized as planned.

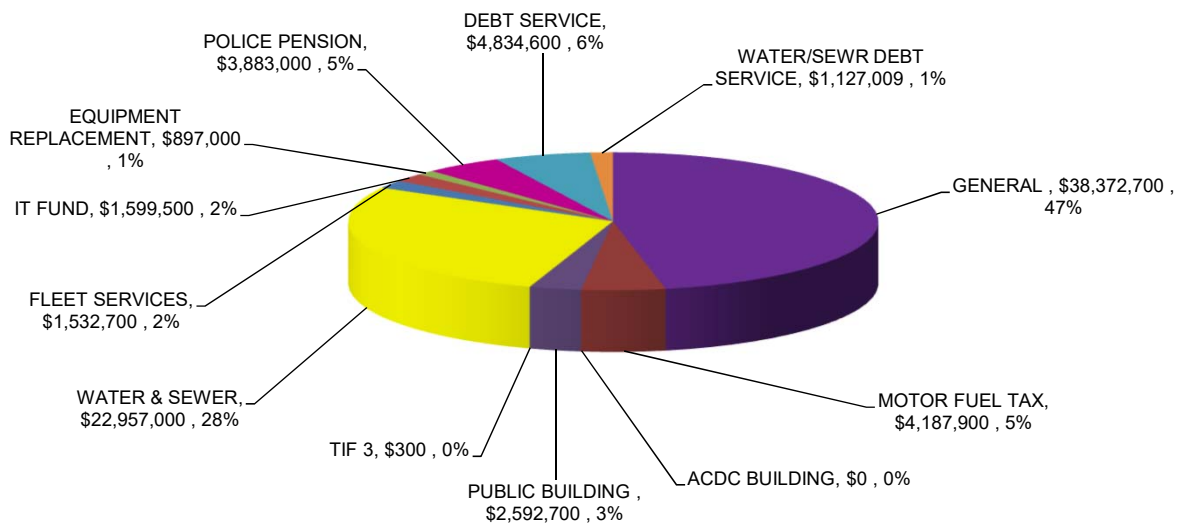


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ALL FUNDS REVENUE FY 2019-20 Budget



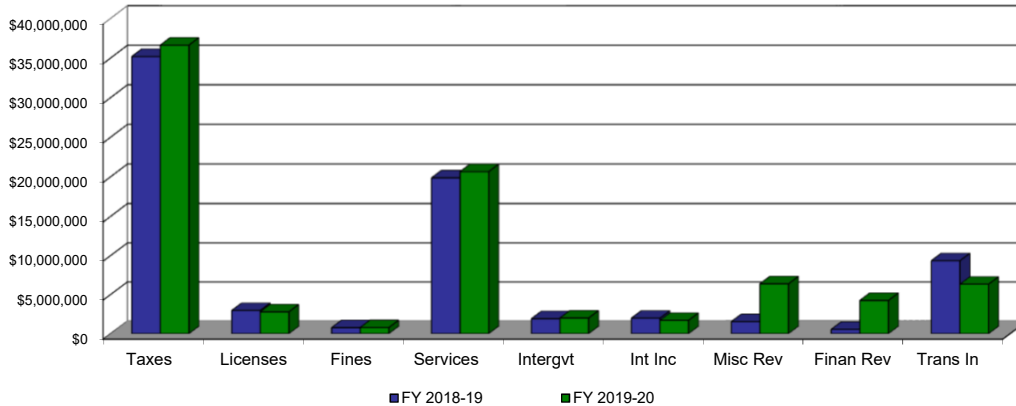
ALL FUNDS EXPENDITURES FY 2019-20 Budget



WHERE THE MONEY COMES FROM

ALL FUND REVENUES

FY 2018-19 ESTIMATE vs. FY 2019-20 BUDGET



	FY 2017-18 ACTUAL	FY 2018-19 ESTIMATE	FY 2019-20 BUDGET	% CHANGE FY19 - FY20
Taxes	34,717,127	35,211,400	36,648,600	4.08%
Licenses, Permits & Fees	2,943,060	2,977,300	2,797,800	(6.03)%
Fines & Forefeits	810,663	780,200	787,400	0.92%
Charges for Services	19,228,454	19,884,658	20,673,944	3.97%
Intergovernmental	2,080,728	1,928,400	2,015,000	4.49%
Interest Income	1,865,960	1,992,600	1,712,000	(14.08)%
Miscellaneous Revenue	7,329,709	1,548,500	6,397,200	313.12%
Financing Revenues	78,871	560,000	4,265,000	0.00%
Transfers In	6,032,045	9,363,092	6,350,509	(32.18)%
Total Revenue	75,086,617	74,246,150	81,647,453	9.97%

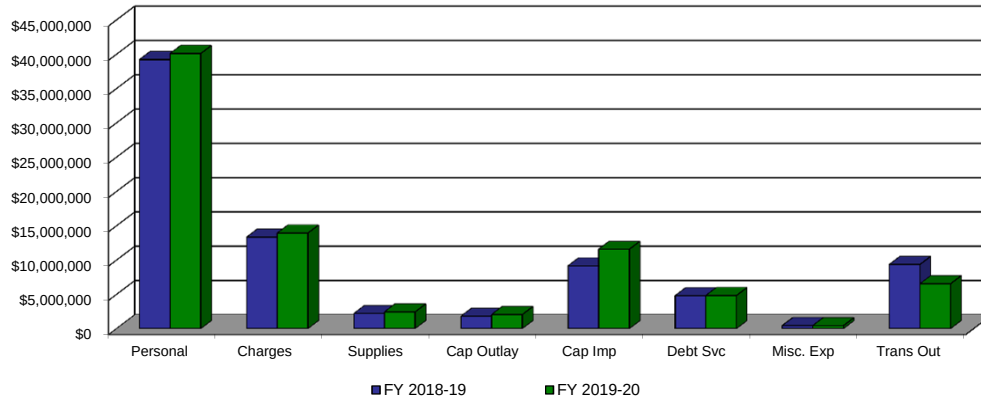
REVENUES BY FUND/SOURCE OF REVENUE

FY 2019-20 BUDGET	Taxes	Licenses, Permits & Fees	Fines & Forfeitures	Charges for Services	Intergov	Interest Income	Misc Revenues	Financing Revenues	Transfers In	Total
General	28,328,100	2,762,800	782,400	4,246,400	430,000	175,000	582,100	0	2,500	37,309,300
Water/Sewer	0	35,000	5,000	16,260,000	1,085,000	5,000	0	4,265,000	0	21,655,000
Fleet Services	0	0	0	0	0	0	0	0	1,532,700	1,532,700
Information Systems	0	0	0	0	0	0	0	0	1,599,500	1,599,500
Equipment Replacement	0	0	0	0	0	30,000	0	0	888,800	918,800
Debt Service	2,997,900	0	0	0	0	1,000	0	0	1,200,000	4,198,900
Capital Projects	0	0	0	0	0	0	0	0	0	0
ACDC Building	0	0	0	0	200,000	0	0	0	200,000	400,000
Redevelopment	0	0	0	0	0	0	0	0	0	0
Public Building	2,267,400	0	0	0	0	0	0	0	0	2,267,400
TIF #1	0	0	0	0	0	0	0	0	0	0
TIF #2	0	0	0	0	0	0	0	0	0	0
TIF #3	42,000	0	0	0	0	0	0	0	0	42,000
TIF #4	0	0	0	0	0	0	0	0	0	0
Police Pension	0	0	0	0	0	1,500,000	5,815,100	0	0	7,315,100
Motor Fuel Tax	3,013,200	0	0	0	300,000	0	0	0	0	3,313,200
Community Days	0	0	0	167,544	0	1,000	0	0	927,009	1,095,553
	36,648,600	2,797,800	787,400	20,673,944	2,015,000	1,712,000	6,397,200	4,265,000	6,350,509	81,647,453

WHERE THE MONEY GOES

ALL FUND EXPENDITURES

FY 2018-19 ESTIMATE vs. FY 2019-20 BUDGET



	FY 2017-18 ACTUAL	FY 2018-19 ESTIMATE	FY 2019-20 BUDGET	% CHANGE FY19 - FY20
Personal Services	38,125,972	39,224,200	40,104,400	2.24%
Services & Charges	12,540,797	13,346,400	13,940,700	4.45%
Supplies & Materials	1,816,390	2,205,100	2,446,300	10.94%
Capital Outlay	3,924,464	1,819,498	2,062,600	13.36%
Capital Improvement Projects	12,862,346	9,170,371	11,589,400	26.38%
Debt Service	3,143,253	4,818,963	4,834,600	0.32%
Misc. Expenditures	433,457	465,000	455,900	(1.96)%
Transfers Out	6,032,044	9,363,093	6,550,509	-30.04%
Total Expenditures	78,878,723	80,412,625	81,984,409	1.95%

EXPENDITURES BY DEPARTMENT/SOURCE OF EXPENDITURE

FY 2019-20 BUDGET	Personal Services	Services & Charges	Supplies & Materials	Capital Outlay	Capital Imprv. Project	Debt Service	Misc Expenditure	Transfers Out	Total
General Fund									
Administration	873,000	705,600	7,800	0	0	0	347,800	278,200	2,212,400
Boards & Commissions	0	13,600	0	0	0	0	0	0	13,600
Finance	552,100	100,700	8,600	0	0	0	0	78,000	739,400
Community Relations	745,800	721,700	34,600	205,000	0	0	0	51,000	1,758,100
Building & Grounds	512,900	564,600	53,100	0	0	0	0	30,500	1,161,100
Police	15,114,600	982,700	229,700	95,000	0	0	0	1,429,400	17,851,400
HHRC	339,500	34,100	21,500	0	0	0	0	65,000	460,100
Consolidated Dispatch	5,063,100	197,100	35,600	1,500	0	0	0	301,600	5,598,900
Community Development	2,720,500	312,200	15,000	0	0	0	0	183,000	3,230,700
Electrical & Forestry	1,065,700	997,200	78,500	0	0	0	0	216,400	2,357,800
Street	1,314,700	329,200	639,800	0	0	0	0	705,500	2,989,200
General Ledger	0	0	0	0	0	0	0	0	0
Water & Sewer Fund									
Water	1,999,300	6,103,000	112,500	49,100	1,935,800	0	0	218,700	10,418,400
Sewer	1,607,400	764,800	82,400	463,000	0	0	0	293,600	3,211,200
Wastewater	2,933,500	1,208,800	542,400	91,000	4,415,000	0	0	136,700	9,327,400
Fleet Services	729,200	204,900	556,200	9,000	0	0	0	33,400	1,532,700
Information Systems	818,300	642,600	28,600	110,000	0	0	0	0	1,599,500
Equipment Replacement	0	0	0	897,000	0	0	0	0	897,000
Debt Service	0	0	0	0	0	3,707,591	0	1,127,009	4,834,600
Capital Projects	0	0	0	0	0	0	0	0	0
ACDC Building	0	0	0	0	0	0	0	0	0
Redevelopment	0	0	0	0	0	0	0	0	0
Public Building	0	0	0	142,000	1,050,700	0	0	1,400,000	2,592,700
TIF #1	0	0	0	0	0	0	0	0	0
TIF #2	0	0	0	0	0	0	0	0	0
TIF #3	0	300	0	0	0	0	0	0	300
TIF #4	0	0	0	0	0	0	0	0	0
Police Pension	3,714,800	57,600	0	0	0	0	108,100	2,500	3,883,000
Motor Fuel Tax	0	0	0	0	4,187,900	0	0	0	4,187,900
W/S Debt Service	0	0	0	0	0	1,127,009	0	0	1,127,009
Total	40,104,400	13,940,700	2,446,300	2,062,600	11,589,400	4,834,600	455,900	6,550,509	81,984,409

**VILLAGE OF ADDISON
FUND BALANCE SUMMARY
FY 2019-20
(ESTIMATED)**

<u>FUND</u>	BEGINNING FUND BALANCE 4/30/2019	2019-20 REVENUES	2019-20 EXPENDITURES	2019-20 SURPLUS/ (DEFICIT)	2019-20 FUND BALANCE 4/30/2020
GENERAL FUND	10,599,358	37,309,300	38,372,700	(1,063,400)	9,535,958
WATER & SEWER FUND *	5,951,048	21,655,000	22,957,000	(1,302,000)	4,649,048
WATER & SEWER DEBT SVC FUND	125,658	1,095,553	1,127,009	(31,456)	94,202
FLEET SERVICES	(458,019)	1,532,700	1,532,700	0	(458,019)
INFORMATION TECHNOLOGY	(227,667)	1,599,500	1,599,500	0	(227,667)
EQUIP REPLACEMENT FUND *	3,862,906	918,800	897,000	21,800	3,884,706
DEBT SERVICE	1,436,813	4,198,900	4,834,600	(635,700)	801,113
CAPITAL PROJECTS	21,401	0	0	0	21,401
ACDC BUILDING FUND	(726,654)	400,000	0	400,000	(326,654)
REDEVELOPMENT FUND	39	0	0	0	39
PUBLIC BUILDING FUND	413,983	2,267,400	2,592,700	(325,300)	88,683
TIF # 2	0	0	0	0	0
TIF # 3	(43,345)	42,000	300	41,700	(1,645)
POLICE PENSION	46,750,206	7,315,100	3,883,000	3,432,100	50,182,306
MOTOR FUEL TAX	921,472	3,313,200	4,187,900	(874,700)	46,772
TOTAL	68,627,199	81,647,453	81,984,409	(336,956)	68,290,243

NOTES

- * The Water/Sewer and Equipment Replacement Funds use Working Cash as the comparative.
- 1) The General Fund shows a planned \$1,063,400 deficit to utilize fund balance that has been accumulated for projects that are planned.
 - 2) The Water/Sewer Fund shows a planned \$1,302,000 deficit to utilize fund balance that has been accumulated for projects that are planned.
 - 3) The Water/Sewer Debt Service Fund shows a planned \$31,456 deficit to utilize fund balance that has been accumulated for debt payments.
 - 4) The Debt Service Fund shows a planned \$635,700 deficit to utilize fund balance that has been accumulated for future debt payments.
 - 5) The Public Building Fund shows a planned \$325,300 deficit to utilize fund balance that has been accumulated for projects that are planned.
 - 6) The Motor Fuel Tax Fund shows a planned \$874,700 deficit to utilize fund balance that has been accumulated for projects that are planned.

**VILLAGE OF ADDISON
ALL FUNDS THREE YEAR BUDGET SUMMARY**

<u>REVENUES</u>	<u>2016-17 ACTUAL</u>	<u>2017-18 ACTUAL</u>	<u>2018-19 BUDGET</u>	<u>2018-19 EST ACT</u>	<u>2019-20 BUDGET</u>	<u>2020-21 BUDGET</u>	<u>2021-22 BUDGET</u>
GENERAL FUND	33,179,026	35,159,594	36,194,800	36,477,600	37,309,300	38,441,200	39,613,260
WATER & SEWER FUND	16,340,681	15,717,805	18,889,206	18,381,706	21,655,000	21,394,700	19,136,900
WATER & SEWER DEBT SVC FUND	0	0	1,263,446	1,263,404	1,095,553	928,519	997,871
FLEET SERVICES	1,344,948	1,368,045	1,407,900	1,407,900	1,532,700	1,572,200	1,634,000
INFORMATION TECHNOLOGY	1,170,229	1,640,940	1,702,700	1,702,700	1,599,500	1,751,400	1,780,700
EQUIP REPL FUND	796,234	1,025,777	1,031,700	1,031,700	918,800	761,600	708,700
DEBT SERVICE	6,419,440	4,297,145	4,241,500	4,285,200	4,198,900	3,732,900	3,803,200
CAPITAL PROJECTS	567,131	159,211	150,000	100,000	0	0	0
ACDC BUILDING FUND	12,674,752	1,830,436	500,000	1,006,000	400,000	327,000	0
REDEVELOPMENT FUND	26	0	0	0	0	0	0
PUBLIC BUILDING FUND	1,861,823	1,923,076	2,582,200	2,582,200	2,267,400	2,129,400	2,193,300
TIF #2	412,223	476,072	0	1,440	0	0	0
TIF #3	335,026	870,797	653,000	667,000	42,000	44,100	46,300
POLICE PENSION	8,021,699	7,640,873	7,177,000	2,386,300	7,315,100	7,461,100	7,592,700
MOTOR FUEL TAX	2,815,183	2,976,847	2,953,000	2,953,000	3,313,200	3,075,200	3,139,100
TOTAL VILLAGE REVENUES	85,938,421	75,086,620	78,746,452	74,246,150	81,647,453	81,619,319	80,646,031

<u>EXPENDITURES</u>	<u>2016-17 ACTUAL</u>	<u>2017-18 ACTUAL</u>	<u>2018-19 BUDGET</u>	<u>2018-19 EST ACT</u>	<u>2019-20 BUDGET</u>	<u>2020-21 BUDGET</u>	<u>2021-22 BUDGET</u>
GENERAL FUND	31,680,978	35,285,055	37,421,300	37,958,600	38,372,700	38,778,300	39,960,900
WATER & SEWER FUND	15,189,642	16,172,164	20,757,900	19,243,900	22,957,000	20,911,700	18,560,000
WATER & SEWER DEBT SVC FUND	0	0	1,137,746	1,137,746	1,127,009	918,089	1,044,954
FLEET SERVICES	1,427,134	1,397,310	1,407,900	1,407,900	1,532,700	1,572,200	1,634,000
INFORMATION TECHNOLOGY	1,206,624	1,729,499	1,702,700	1,702,700	1,599,500	1,751,400	1,780,700
EQUIP REPL FUND	76,407	919,179	1,236,000	1,236,000	897,000	860,000	860,000
DEBT SERVICE	5,467,325	3,564,982	6,872,606	6,881,070	4,834,600	3,996,900	3,195,451
CAPITAL PROJECTS	649,647	369,499	295,200	68,000	0	0	0
ACDC BUILDING FUND	5,231,599	10,196,774	12,800	809,469	0	0	0
REDEVELOPMENT FUND	13,890	0	0	0	0	0	0
PUBLIC BUILDING FUND	2,071,686	2,176,903	2,988,600	2,426,000	2,592,700	2,107,000	2,548,000
TIF #2	367,019	653,892	0	0	0	0	0
TIF #3	1,248,383	479,455	466,300	467,700	300	300	300
POLICE PENSION	3,727,286	3,820,284	3,747,400	3,776,100	3,883,000	3,994,500	4,109,400
MOTOR FUEL TAX	2,990,094	2,113,729	3,980,300	3,297,400	4,187,900	3,069,100	3,160,500
TOTAL VILLAGE EXPENDITURES	71,347,714	78,878,726	82,026,752	80,412,585	81,984,409	77,959,489	76,854,205

MAJOR REVENUE AND FINANCING SOURCES

Notes

The two largest revenue sources (69.7%) for the Village in the FY 2018-2019 Budget are Taxes (44.5%) and Charges for Services (25.2%). The breakdown between funds is as follows:

TAXES	TOTAL	General	Debt Service	Public Building	TIF 2	TIF 3	Motor Fuel Tax
Sales & Sales Tax Increment	22.9%	15.4%	2.5%	2.5%			2.5%
Property Taxes	11.9%	10.8%	1.1%	0.0%	0.0%	0.0%	0.0%
Income Tax	4.5%	4.5%					
Telecommunications Tax	1.1%	1.1%					
Real Estate Transfer Tax	0.6%	0.6%					
Motor Fuel Tax	1.2%						1.2%
All Other Taxes	2.3%	2.3%					
TOTAL	44.5%	34.7%	3.6%	2.5%	0.0%	0.0%	3.7%

CHARGES FOR SERVICES	TOTAL	General	Water & Sewer
User Revenue – Water	11.3%	-	11.3%
User Revenue – Sewer	8.3%	-	8.3%
All Other	5.6%	5.2%	0.4%
TOTAL	25.2%	5.2%	20.0%

Taxes

Sales Tax and Sales Tax Increment (home rule) revenues represent the largest single revenue source or about 33.7% of the Village's General Fund income. Items, except food and drugs, in Addison are subject to an 8.00% sales tax effective 6/1/16. 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:

	<u>6/1/16</u>
State	5.00%
Village	
Municipal Tax	1.00%
Home-Rule Tax	1.00%
DuPage County	.50%
Regional Transportation Authority	.50%
Total	<u>8.00%</u>

The State remits the taxes the second month after the due date. Example: January Sales Taxes are due by February 28. The State remits to local governments the beginning of April.

MAJOR REVENUE AND FINANCING SOURCES

Notes (Cont'd)

The municipal tax is credited to the General Fund. Home Rule sales taxes are used as follows:

<u>Rate</u>	<u>Fund</u>	<u>Year</u>	<u>Reason</u>
.25	Debt Service Fund	1995	To Fund a Redevelopment Bond Issue
.25	Public Building Fund	1997	To Fund Bond Issues for Village Building Construction
.25	General Fund	2003	Additional Operating Revenue
.25	Motor Fuel Tax	2012	To Fund Continuing Road Maintenance

Budget Assumptions – The Village anticipates a 3.0% increase in Sales tax in the FY 2020 budget over the projected FY 2019 results. This increase is due to the rebound in sales tax from recent years and the anticipated opening of new businesses that will generate additional sales tax.

Property Tax

Property tax receipts represent about 11.9% of the Village's total revenues. Addison has historically taken a conservative approach to this revenue source, understanding the negative impact high property taxes can have where incomes are fixed, or are temporarily lost or decreased.

The levy which corresponds to this budget was levied in December, 2018. Property owners will pay this tax in two installments, due June 1 and September 1, 2019. A breakdown of the Village's total tax levy is as follows:

	<u>FINAL 2017 Levy for FY 19</u>	<u>Estimated 2018 Levy for FY 20</u>	<u>% Change</u>
General Fund			
Corporate	\$4,747,572	\$5,100,000	7.42%
Police Pension	3,045,246	3,200,927	5.11%
Subtotal	7,792,818	8,300,927	6.52%
Debt Service	892,238	880,450	(1.32)%
Total Levy	\$8,685,056	\$9,181,377	5.71%
Equalized Assessed Val	\$1,140,968,934	\$1,189,257,600	4.23%
Rate per \$100 EAV	\$0.7612	\$0.7720	1.42%

Budget Assumptions – The 2018 tax levy, which will be received in FY 2019-20 was based on a projected increase in EAV of 4.23%, and a total dollar increase of 5.71%. The total dollar increase is due to a 7.42% increase in the Corporate Levy, a 5.11% increase in the Police Pension levy, and a 1.32% decrease in the levy for Debt Service. There is an extensive discussion of the property tax levy process in the General Fund section.

MAJOR REVENUE AND FINANCING SOURCES

Notes (Cont'd)

Income Tax

Income tax receipts represent approximately 9.8% of the Village's General Fund income. Local governments in Illinois receive a share of all State income tax receipts, allocated on a per capita basis to all municipalities. The State remits the taxes the second month after the due date. Example: January Income Taxes are due by February 28. The State remits to local governments the beginning of April.

Budget Assumptions - To prepare the FY 2020 budget for income tax receipts, three key elements were assumed:

Population - Income tax receipts are distributed based on the Village's population. Addison's most recent population used by the State is 36,942. It is assumed that there will be no change in population.

Municipality's share of income tax receipts – Prior to January, 2011, municipalities were entitled to 1/10 of income tax receipts. Beginning August 1, 2017, local governments received 6.06% of the net collections of all income tax received from individuals, trusts and estates, and 6.85% of the net collections of all income tax received from corporations. In addition, Public Act 100-0587 reduced distributions by 5% for the State's Fiscal 2019 year. As the State continues to find a solution to their financial situation, the Village will closely monitor the situation should the State continue to reduce funding to the Village.

State-wide change in income tax receipts - FY 2019 receipts are projected to be flat compared to the original budget. However, the Illinois Municipal League (IML) has projected a rebound in income tax receipts. We budgeted a 3% increase in the FY 2020 revenues.

Telecommunications Tax

Due to deregulation of the telecommunications industry, the State of Illinois adopted Public Act 90-154, the Municipal Telecommunications Infrastructure Maintenance Fee Act. As a result of litigation, the Illinois General Assembly rewrote the State Statutes. As of January, 2003, all telecommunication providers were required to charge a 1% telecommunications fee. The Village has passed an additional 5% fee, bringing the total telecommunications tax in Addison to 6%. This fee is remitted to the state, which remits the funds to the municipalities after subtracting an administrative charge.

Budget Assumptions – The FY 2019-20 budget assumes no change, based upon trending.

MAJOR REVENUE AND FINANCING SOURCES

Notes (Cont'd)

Real Estate Transfer Tax

This tax is imposed on the privilege of transferring title to real estate within the corporate limits of the Village, at the rate of \$2.50 for each \$1,000 of value or fraction thereof. The liability for payment of the tax is borne by the grantee or purchaser of any deed subject to the tax. The Village takes a conservative approach to budgeting these revenues, as they can fluctuate with local housing trends.

Budget Assumptions: The FY 2019-20 budget assumes a very minimal decrease from the projected FY 19 results.

Motor Fuel Tax

This tax is collected by the State and shared with local governments to be used for the construction/maintenance of highways. All municipal funds are distributed based on population. Motor Fuel Taxes are remitted the month received by the State.

Budget Assumptions: Due to the fluctuation in oil prices and consumption, the Village has taken a conservative approach and maintained a flat budget for these revenues.

CHARGES FOR SERVICES

Water and Sewer Fees

Water and sewer user fees represent approximately 19.6% of the Village's revenue. The Village bills water and sewer usage on a bi-monthly basis, billing approximately half the Village each month.

The Village recognizes the impact a rate increase has on their customers and has raised rates only when necessary. Although the Village passes a multi-year rate plan, any unforeseen changes in rates from the DuPage Water Commission (DPWC) have to be passed on. These changes have not only included rate increases, but in FY 2006-2008, FY 2016, and FY 2017, rate decreases. The DuPage Water Commission receives water from the City of Chicago. Any rate increases are passed on to the Commission members. In addition, equipment and infrastructure repairs/replacements come with a high price tag. In order to maintain the proper fund balance and keep the equipment and infrastructure up to date, a three-year plan was adopted with the FY 19 budget. The rates include a nominal 3% annual increase to cover increases in operations and capital expenditures. The three year plan also included an increase in the bi-monthly user fee, which was last adjusted in 1979. This is discussed in greater detail in the water/sewer section. The current budget includes both the rate increase in water rates and user fees to our customers.

Budget Assumptions – The User Revenues for Water and Sewer were calculated assuming a 1% increase in pumpage, with 89% of the pumpage being billed at the rates established by the three-year plan passed with the FY 2019 budget. The difference between pumpage and billing is due to infrastructure leakage and unmetered use, such as hydrant flushing.

Information on the smaller revenues is located in each fund section.

MAJOR EXPENDITURES

Notes

The largest use of funds is for Personal Services (49%), Services and Charges (17%), Debt Service (6%), and Capital Projects (14%).

EXPENDITURE CLASSIFICATION			PERSONAL SERVICES		
	Budgeted	% to Total		Budgeted	% to Total
Personnel Services	\$40,104,400	49%	General	\$28,301,900	71%
Services & Charges	13,940,700	17%	Water/ Sewer	6,540,200	16%
Supplies & Materials	2,446,300	3%	Internal Service	1,547,500	4%
Miscellaneous	455,900	1%	Police Pension	3,714,800	9%
Capital Outlays	2,062,600	3%	TOTAL	\$40,104,400	100%
Capital Projects	11,589,400	14%			
Debt Service	4,834,600	6%			
Transfers Out	6,550,509	8%			
TOTAL	\$81,984,409	100%			

PERSONAL SERVICES

Within the General Fund, the Police Department, Henry Hyde Resource Center and the Addison Consolidated Dispatch Center combined, account for 72% of all General Fund personal services costs. The remaining 28% is accounted for in the administrative and operational departments in the General Fund, (Administration, Finance, Building and Grounds, Community Development, and Community Relations) and public works departments (Electrical and Forestry, and Street).

The Police Department is a CALEA certified department and is very active in the community with various outreach programs. Programs include DARE, which focuses on youth; Community Emergency Response Team, which is open to all residents of the Village; and the Senior Citizens Police Academy. The Police Department opened the Henry Hyde Resource Center in FY 2008. In FY 2012, the Addison Consolidated Dispatch Center Department (ACDC) was created to account for dispatch services. The Center now provides police and fire dispatch services for the following agencies:

Police Departments	Fire Protection District or Department
Village of Addison	Addison Fire Protection District
Village of Bensenville	Bensenville Fire Protection District
Village of Bloomingdale	Itasca Fire Protection District
Village of Glendale Heights	Pleasantview Fire Protection District
City of Itasca	Tri-State Fire Protection District
Village of Westmont	Village of Westmont
City of Wood Dale	Wood Dale Fire Protection District
DuPage Forest Preserve District	

MAJOR EXPENDITURES

Notes (Cont'd)

The Water and Sewer Fund accounts for 16% of all personal services costs. The personnel in the Water and Sewer Fund maintain the quality and distribution of potable water to the residents. In addition, they staff the treatment plants which treat sewer discharges. Environmental Services staff ensures that the levels of discharge from the commercial and industrial customers are within the EPA required levels.

Internal Service Funds which include Information Technology and Fleet Services accounts for 4% of all personal services costs, while the remaining 9% is included in the Police Pension Fund for retiree benefit costs.

SERVICES AND CHARGES

	Budgeted	% to Total
General	\$ 4,958,700	36%
Water/ Sewer	8,076,600	58%
Internal Service	847,500	6%
Capital Funds	300	0%
Police Pension	57,600	0%
TOTAL	\$13,940,700	100%

Water and Sewer accounts for 58% of services and charges. This is primarily due to the cost of water from the DuPage Water Commission and the utility costs in running the pumps and equipment at not only the wells but at the treatment facilities as well.

CAPITAL PROJECTS

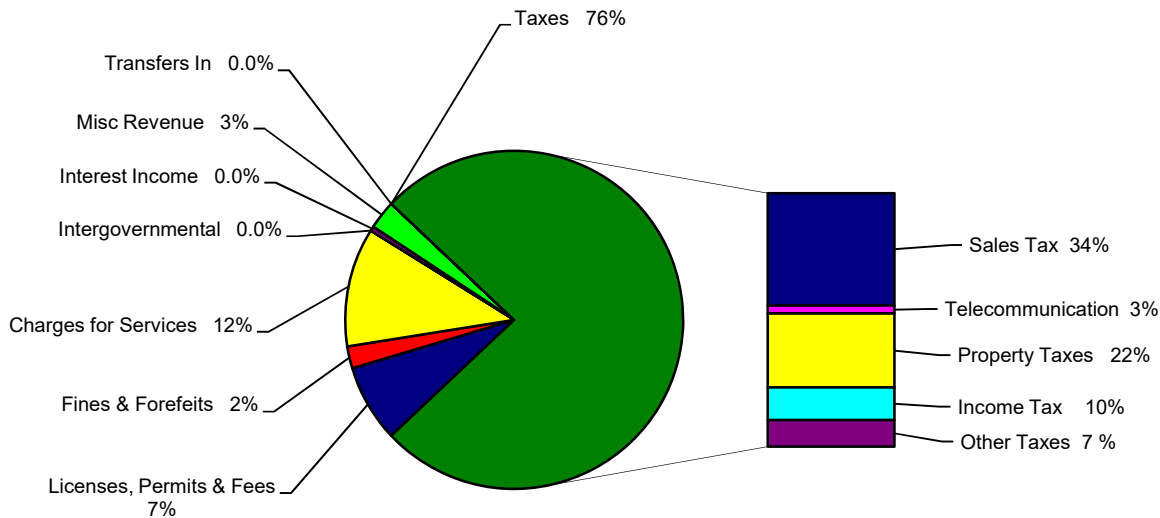
	Budgeted	% to Total
Motor Fuel Tax Fund	\$4,187,900	36%
Public Building Fund	1,050,700	9%
Water/Sewer	6,350,800	55%
TOTAL	\$11,589,400	100%

Capital Projects account for 14% of all expenditures within the Village. The annual road improvement program, which includes reconstruction and resurfacing of additional roads, accounts for 36% of all capital. Replacement and maintenance of equipment in the Water and Sewer Fund account for 55% of all capital. An additional 9% is budgeted for financial and departmental operating software upgrades and the remaining projects

DEBT SERVICE

Debt Service payments are 6% of Village-wide expenditures. Of the \$4,834,600 needed for debt payments, \$880,500 (18%) is paid with property taxes; the remaining \$3,954,100 (82%) is paid with Home Rule Sales Tax Increment monies.

WHERE THE MONEY COMES FROM GENERAL FUND REVENUES 2019-2020 FISCAL YEAR

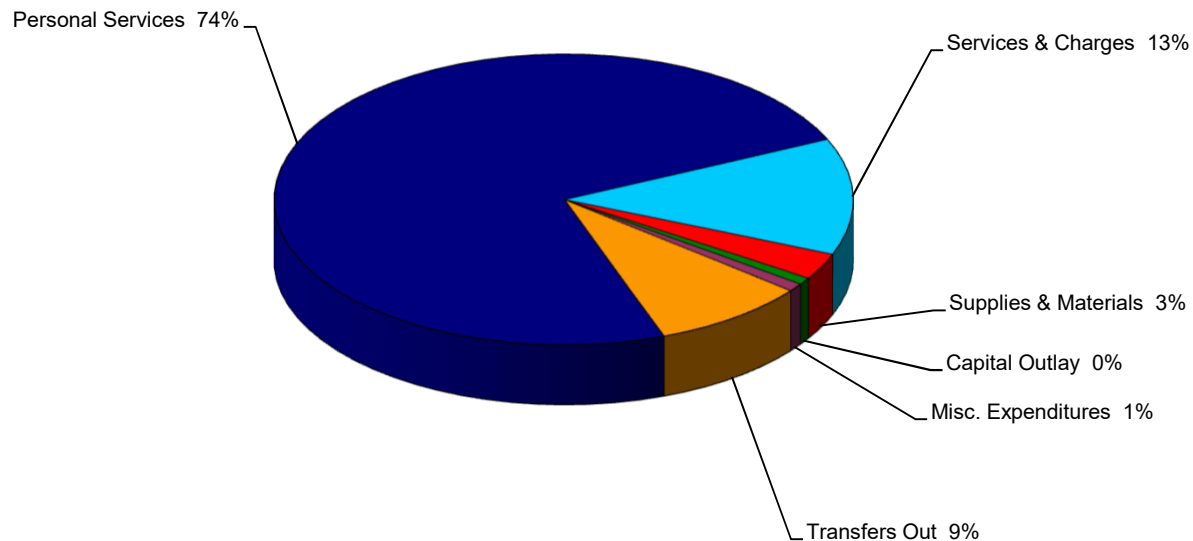


	2017-18 ACTUAL	2018-19 ESTIMATE	2019-20 BUDGET	% CHANGE FY 19-20
Taxes	26,562,097	27,261,000	28,328,100	3.91%
Licenses, Permits & Fees	2,739,447	2,769,100	2,762,800	(0.23)%
Fines & Forefeits	780,163	775,200	782,400	0.93%
Charges for Services	3,821,182	4,079,500	4,246,400	4.09%
Intergovernmental	0	0	-	N/A
Interest Income	103,363	175,000	175,000	0.00%
Financing Revenue	0	0	-	N/A
Miscellaneous Revenue	1,055,342	1,415,300	1,012,100	(28.49)%
Transfers In	98,000	2,500	2,500	0.00%
Total Revenue	35,159,594	36,477,600	37,309,300	2.28%

WHERE THE MONEY GOES

GENERAL FUND EXPENDITURES

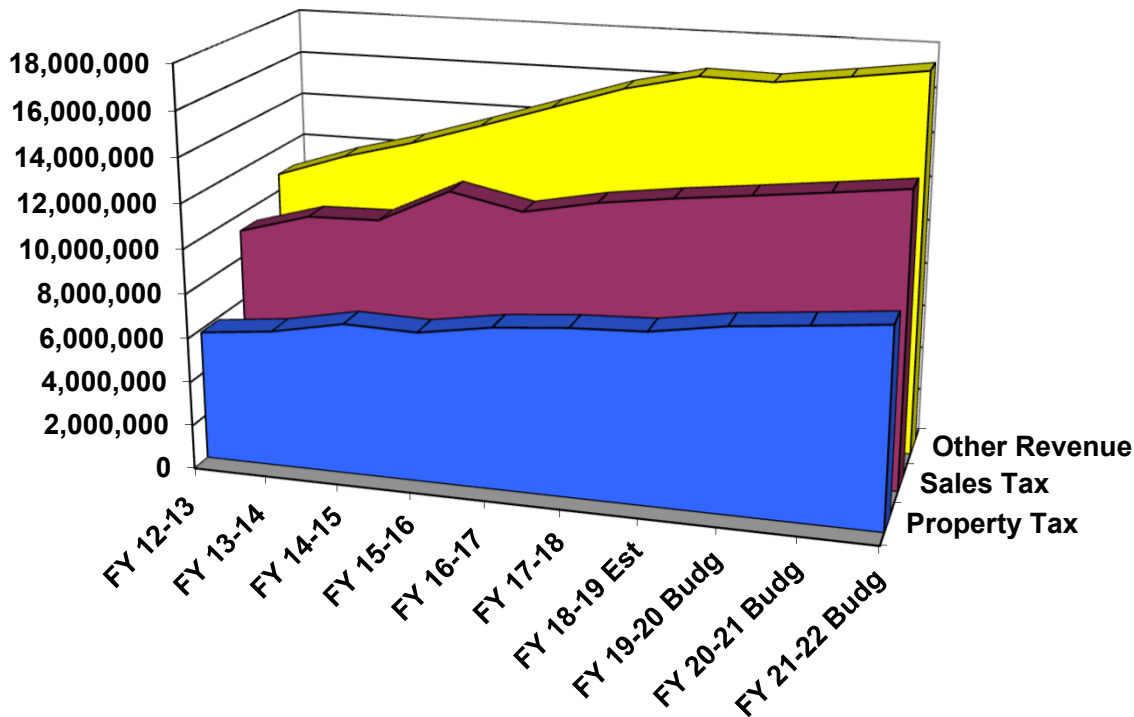
2019-2020 FISCAL YEAR



	2017-18 ACTUAL	2018-19 ESTIMATE	2019-20 BUDGET	% CHANGE FY 19-20
Personal Services	26,846,513	27,601,600	28,301,900	2.54%
Services & Charges	3,910,053	4,598,300	4,958,700	7.84%
Supplies & Materials	930,068	1,127,000	1,124,200	(0.25)%
Capital Outlay	131,953	238,400	301,500	26.47%
Misc. Expenditures	346,561	355,000	347,800	(2.03)%
Transfers Out	3,119,909	4,038,300	3,338,600	(17.33)%
Total Expenditures	35,285,055	37,958,600	38,372,700	1.09%

GENERAL FUND REVENUES

PROPERTY TAX, SALES TAX AND OTHER GENERAL FUND REVENUE



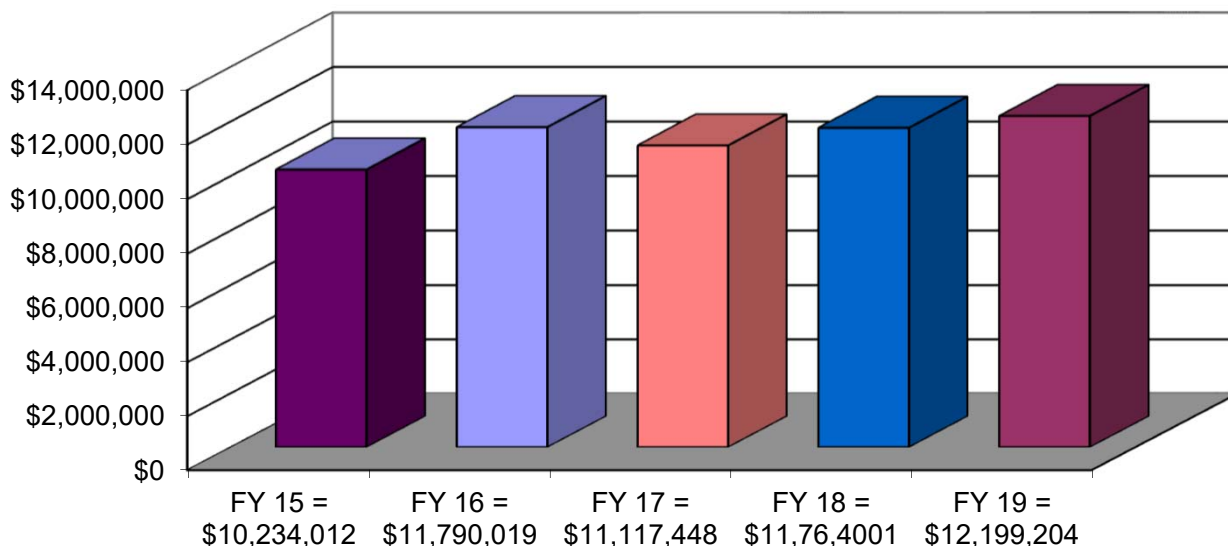
	Property Tax	Sales Tax	Other Revenue	Total Revenue
FY 12-13	5,859,756	9,234,981	10,771,907	25,866,644
FY 13-14	6,204,367	10,150,781	11,854,911	28,210,059
FY 14-15	6,845,411	10,234,012	12,712,655	29,792,078
FY 15-16	6,767,163	11,790,019	13,718,297	32,275,479
FY 16-17	7,294,823	11,117,448	14,766,748	33,179,019
FY 17-18	7,581,715	11,764,076	15,813,803	35,159,594
FY 18-19 Est	7,727,600	12,199,200	16,550,800	36,477,600
FY 19-20 Budg	8,262,600	12,565,200	16,481,500	37,309,300
FY 20-21 Budg	8,593,100	12,942,100	16,906,000	38,441,200
FY 21-22 Budg	8,936,860	13,330,400	17,346,000	39,613,260

GENERAL FUND

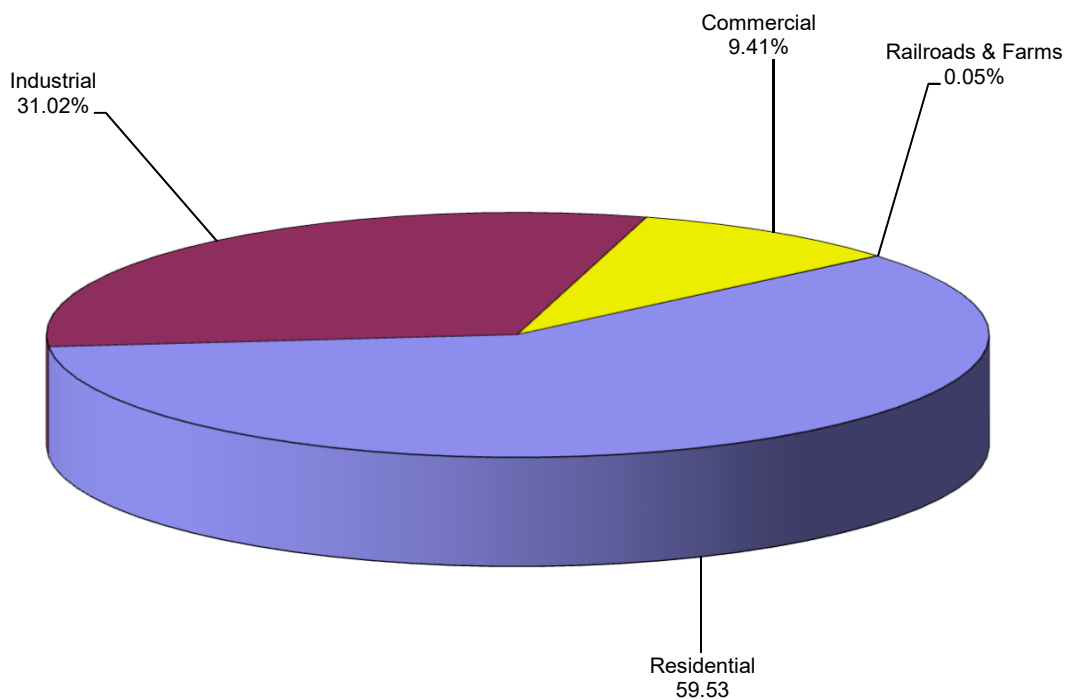
SALES TAX & HOME RULE INCREMENT

LIABILITY MONTH	RECEIPT MONTH	FY 2015		FY 2016		FY 2017		FY 2018		FY 2019	
		Actual	% Change Over Last FY	Actual	% Change Over Last FY	Actual	% Change Over Last FY	Actual	% Change Over Last FY	Actual**	% Change Over Last FY
MAY	AUG	905,503	10.40%	864,277	-4.55%	936,767	8.39%	956,086	2.06%	1,054,856	10.33%
JUNE	SEPT	798,069	4.49%	902,956	13.14%	926,537	2.61%	999,892	7.92%	1,073,157	7.33%
JULY	OCT	901,141	17.86%	914,816	1.52%	895,131	-2.15%	903,122	0.89%	1,038,474	14.99%
AUG	NOV	900,574	2.51%	899,319	-0.14%	961,348	6.90%	1,034,428	7.60%	1,106,420	6.96%
SEPT	DEC	880,728	16.09%	856,020	-2.81%	909,801	6.28%	1,000,633	9.98%	1,012,540	1.19%
OCT	JAN	901,538	10.34%	925,904	2.70%	940,748	1.60%	1,005,439	6.88%	1,108,596	10.26%
NOV	FEB	865,846	12.13%	857,417	-0.97%	933,609	8.89%	1,021,321	9.39%	1,040,631	1.89%
DEC	MAR	952,283	5.99%	940,692	-1.22%	1,112,001	18.21%	1,089,119	-2.06%	1,081,551	-0.69%
JAN	APRIL	747,197	-4.53%	802,324	7.38%	855,840	6.67%	904,654	5.70%	898,323	-0.70%
FEB	MAY	727,865	1.84%	812,979	11.69%	812,741	-0.03%	864,472	6.37%	844,857	-2.27%
MAR	JUNE	858,238	1.58%	913,959	6.49%	945,882	3.49%	1,023,887	8.25%	1,000,655	-2.27%
APRIL	JULY	795,030	-6.68%	896,154	12.72%	887,043	-1.02%	960,948	8.33%	939,144	-2.27%
One time audit adj				1,203,202							
TOTAL SALES TAX		10,234,012	10.82%	11,790,019	15.20%	11,117,448	-5.70%	11,764,001	5.82%	12,199,204	3.70%

** The last three months of FY 2019 are estimated based on current trending.



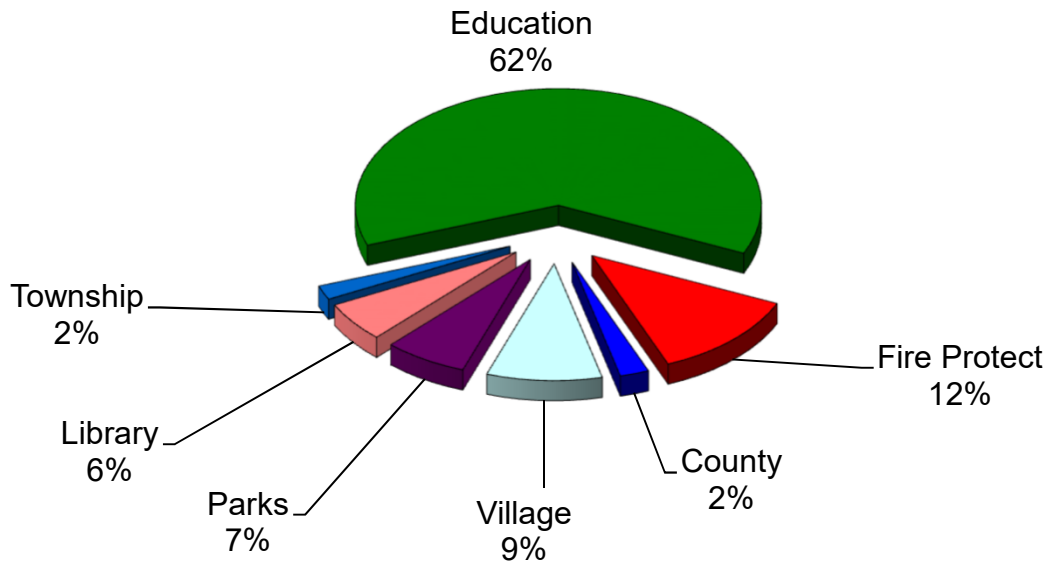
EQUALIZED ASSESSED VALUATION BREAKDOWN BY TYPE OF PROPERTY 2017 VALUATION



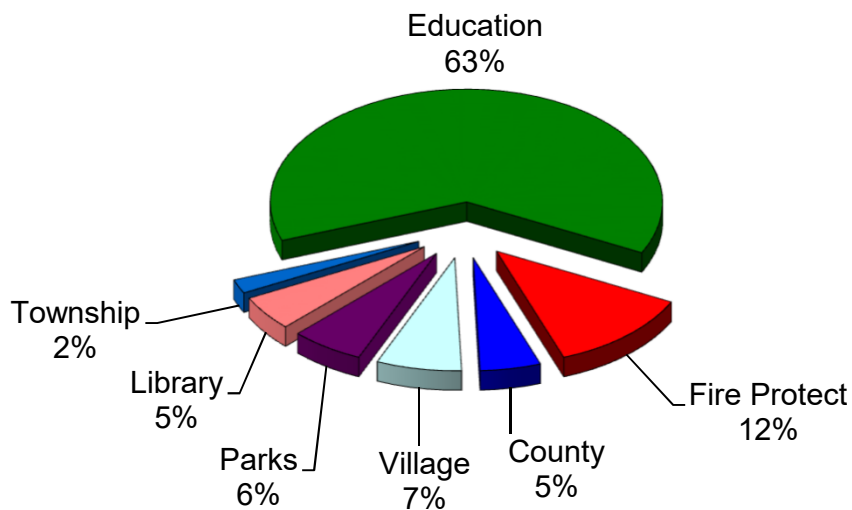
	2017 EAV	% of Total
Residential	679,168,341	59.53%
Industrial	353,968,860	31.02%
Commercial	107,416,880	9.41%
Railroads & Farms	414,853	0.04%
	<u>1,140,968,934</u>	<u>100.0%</u>

PROPERTY TAXES WHERE DO THEY GO?

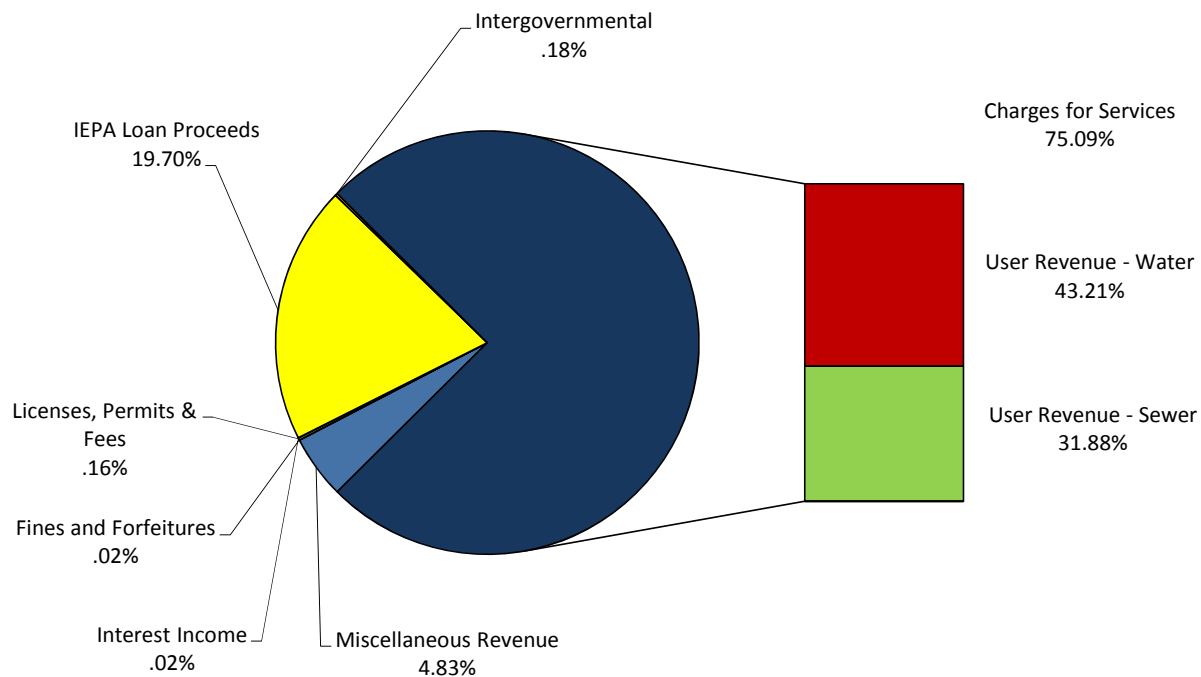
2018 TAX BILL



2008 TAX BILL

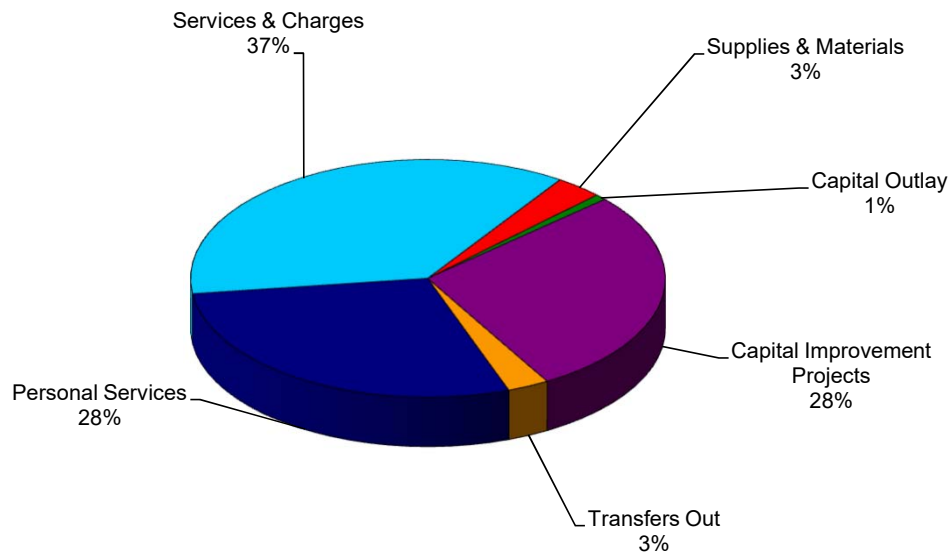


WHERE THE MONEY COMES FROM ENTERPRISE FUND REVENUES 2019-2020 FISCAL YEAR



	2017-18 ACTUAL	2018-19 ESTIMATE	2019-20 BUDGET	% CHANGE FY 19-20
Licenses, Permits & Fees	203,613	208,200	35,000	(83.19%)
Fines and Forefeitures	30,500	5,000	5,000	0.00%
Charges for Services	15,311,560	15,679,500	16,260,000	3.70%
Intergovernmental	82,110	360,000	40,000	(88.89%)
Interest Income	85,260	5,000	5,000	0.00%
Bond Proceeds	-	560,000	4,265,000	0.00%
Miscellaneous Revenue	4,762	76,900	1,045,000	1258.91%
Transfers In	-	1,487,106	-	0.00%
Total Revenue	15,717,805	18,381,706	21,655,000	17.81%

WHERE THE MONEY GOES ENTERPRISE FUND EXPENSES 2019-2020 FISCAL YEAR



	2017-18 ACTUAL	2018-19 ESTIMATE	2019-20 BUDGET	% CHANGE FY 19-20
Personal Services	6,085,761	6,463,700	6,540,200	1.18%
Services & Charges	7,511,036	7,892,800	8,376,600	6.13%
Supplies & Materials	332,303	494,300	737,300	49.16%
Capital Outlay	160,511	164,100	178,100	8.53%
Capital Improvement Projects	1,454,727	3,554,500	6,475,800	82.19%
Transfers Out	627,827	674,500	649,000	(3.78%)
Total Expenses	16,172,165	19,243,900	22,957,000	19.29%

ALL FUNDS REVENUES & EXPENDITURE SUMMARY EXCLUDING INTERFUND TRANSFERS

FY 2019-20 BUDGET

REVENUES

FUND	TOTAL	GENERAL	WATER SEWER	FLEET SERVICES	INFORMATION TECHNOLOGY	EQUIP. REPL.	DEBT SERVICE
BEGINNING REVENUES	\$81,647,453	\$37,309,300	\$21,655,000	\$1,532,700	\$1,599,500	\$918,800	\$4,198,900
TO/FROM:							
General	(3,338,600)			(1,233,500)	(1,437,600)	(667,500)	
Water/Sewer	(649,000)			(299,200)	(140,400)	(209,400)	
Water/Sewer Debt Service	0						
Fleet Services	(33,400)				(21,500)	(11,900)	
Inform Technology	0						
Equip Repl	0						
Debt Service	(1,127,009)						
ACDC Building Fund	0						
Redevelopment	0						
Public Building Fund	(1,400,000)						(1,200,000)
TIF 3	0						
Police Pension	(2,500)	(2,500)					
Motor Fuel Tax	0						
TOTAL TRANSFERS	(6,550,509)	(2,500)	0	(1,532,700)	(1,599,500)	(888,800)	(1,200,000)
TOTAL REVENUES	\$75,096,944	\$37,306,800	\$21,655,000	\$0	\$0	\$30,000	\$2,998,900

EXPENDITURES

FUND	TOTAL	GENERAL	WATER SEWER	FLEET SERVICES	INFORMATION TECHNOLOGY	EQUIP. REPL.	DEBT SERVICE
BEGINNING EXPENDITURES	\$81,984,409	\$38,372,700	\$22,957,000	\$1,532,700	\$1,599,500	\$897,000	\$4,834,600
FROM/TO:							
General	(2,500)						
Water/Sewer	0						
Water/Sewer Debt Service	(927,009)						(927,009)
Fleet Services	(1,532,700)	(1,233,500)	(299,200)				
Inform Technology	(1,599,500)	(1,437,600)	(140,400)	(21,500)			
Equip Repl	(888,800)	(667,500)	(209,400)	(11,900)			
Debt Service	(1,200,000)						
ACDC Building Fund	(200,000)						
Redevelopment	0						
Public Building Fund	(200,000)						(200,000)
TIF 3	0						
Police Pension	0						
Motor Fuel Tax	0						
TOTAL TRANSFERS	(6,550,509)	(3,338,600)	(649,000)	(33,400)	0	0	(1,127,009)
TOTAL EXPENDITURES	\$75,433,900	\$35,034,100	\$22,308,000	\$1,499,300	\$1,599,500	\$897,000	\$3,707,591

Note: The budget, excluding interfund transfers, shows fund revenues and expenses without the "double-counting"

ALL FUNDS REVENUES & EXPENDITURE SUMMARY EXCLUDING INTERFUND TRANSFERS

FY 2019-20 BUDGET

REVENUES

ACDC	WATER SEWER DEBT	PUBLIC BLDG	TIF 3	POLICE PENSION	MFT	FUND
\$400,000	\$1,095,553	\$2,267,400	\$42,000	\$7,315,100	\$3,313,200	BEGINNING REVENUES
						TO/FROM:
						General
						Water/Sewer
						Water/Sewer
						Fleet Services
						Inform. Systems
						Equip. Repl.
						Debt Service
						ACDC Building Fund
						Redevelopment
						Public Building Fund
						TIF 3
						Police Pension
						Motor Fuel Tax
(200,000)	(927,009)	(200,000)				
(200,000)	(927,009)	(200,000)	0	0	0	TOTAL TRANSFERS
\$200,000	\$168,544	\$2,067,400	\$42,000	\$7,315,100	\$3,313,200	TOTAL REVENUES

EXPENDITURES

ACDC	WATER SEWER DEBT	PUBLIC BLDG	TIF 3	POLICE PENSION	MFT	FUND
\$0	\$1,127,009	\$2,592,700	\$300	\$3,883,000	\$4,187,900	BEGINNING EXPENDITURES
						FROM/TO:
						General
						Water/Sewer
						Water/Sewer
						Fleet Services
						Inform. Systems
						Equip. Repl.
						Debt Service
						ACDC Building Fund
						Redevelopment
						Public Building Fund
						TIF 3
						Police Pension
						Motor Fuel Tax
0	0	(1,400,000)	0	(2,500)	0	TOTAL TRANSFERS
\$0	\$1,127,009	\$1,192,700	\$300	\$3,880,500	\$4,187,900	TOTAL EXPENDITURES



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VILLAGE OF ADDISON

CAPITAL IMPROVEMENTS PROGRAM SUMMARY

The Village of Addison annually prepares 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 \$25,000 which also 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 budget for FY 2018-19.

CAPITAL SPENDING

Land/Building	\$1,192,700
Street	4,187,900
Water System	1,935,800
Sewer System	0
WasteWater	4,415,000
Miscellaneous	<u>0</u>
TOTAL	<u><u>\$11,731,400</u></u>

FUND (DEPARTMENT)

Motor Fuel Tax (Community Development, Street)	\$4,187,900
Capital Projects	0
Public Building (IT, Police, Wastewater)	1,050,700
ACDC Building	0
TIF # 2	0
TIF # 3	0
Fleet Services	0
Information Technology	0
Water & Sewer (Water, Sewer, WW)	6,492,800
TOTAL	<u><u>\$11,731,400</u></u>

The following pages present a five-year summary of CIP projects and funding sources.

**CAPITAL IMPROVEMENT PROGRAM (CIP)
FIVE YEAR SPENDING & FUNDING SUMMARY**

ACCT NO.	CAPITAL SPENDING	FUND	2017-18 ACTUAL	2018-19 EST ACT	2019-20 BUDGET	2020-21 PROJ	2021-22 PROJ	2022-23 PROJ
LAND/BUILDINGS								
440.9944.4404	PUBLIC WORKS FACILITY	PUB BLDG	343,435 a,t	0	0	0	1,248,000 a,t	0
440.9944.4405	VILLAGE HALL/POLICE FACILITY	"	437,968 a,t	1,026,000 a,t	1,050,700 a,t	350,000 a,t	0	0
440.9944.4537	SEWER & WASTEWATER FACILITIES	"	0	0	142,000 a,t	130,000 a,t	0	0
400.9940.4572	FEMA & STATE BUYOUTS - 2008	CAP PROJ	15,231 a	0	0	0	0	0
400.9940.4577	DUPAGE COUNTY-HIGHVIEW BUYOUT	"	337,269 a,c3	15,300 a	0	0	0	0
400.9940.4306	LAND ACQUISITION	"	0	41,000 a	0	0	0	0
400.9940.4601	ACDC BUILDING	ACDC	7,665,302 b	799,471 b	0	0	0	0
	SUBTOTAL		8,799,205	1,881,771	1,192,700	480,000	1,248,000	0
STREETS								
250.9925.4401	STREET MAINT. PROGRAM	MFT	1,531,538 a,m	1,263,700 a,m	1,900,000 a,m	2,200,000 a,m	2,600,000 a,m	892,400 a,m
250.9925.4415	ARMY TRAIL - MILL-RT 53 - STP	"	0	812,200 a,m	136,000 a,m	0	0	0
250.9925.4415	SWIFT ROAD RESURFACING	"	69,605 a,m	0	0	0	0	0
250.9925.4415	FULLERTON - STP	"	0	159,700 a,m	1,185,600 a,m	228,100 a,m	58,300 a,m	0
250.9925.4415	ROUTE 53 - ARMY TRAIL-LAKE	"	0	0	0	316,000 a,m	0	0
250.9925.4415	ARMITAGE - VILLA PARK	"	0	0	13,000 a,t	0	0	0
250.9925.4415	LORRAINE GAP IMPROVEMENTS	"	28,580	260,000 a,m	4,700 a,m	0	0	0
250.9925.4415	BYRON AVE RESURFACE	"	0	524,700 a,m	57,000 a,m	0	0	0
250.9925.4415	ROZANNE BRIDGE	"	0	63,400 a,m	566,600 a,m	0	0	0
250.9925.4415	LOMBARD ROAD - FULLERTON-LAKE	"	0	0	0	0	177,200 a,m	1,963,900 a,m
250.9925.4459	MFT SIDEWALK PROGRAM	"	334,585 a,t	72,900 a,t	125,000 a,t	125,000 a,t	125,000 a,t	125,000 a,t
250.9925.4459	SIDEWALK PROGRAM - TRIP HAZARD	"	99,573 a,t	100,000 a,t	150,000 a,t	150,000 a,t	150,000 a,t	150,000 a,t
250.9925.4459	ADA SIDEWALK COMPLIANCE	"	49,848 a,t	40,800 a,t	50,000 a,t	50,000 a,t	50,000 a,t	50,000 a,t
	SUBTOTAL		2,113,729	3,297,400	4,187,900	3,069,100	3,160,500	3,181,300
WATER SYSTEM								
500.5010.4503	WATERMAIN REPLACEMENT	WATER	607,101 a	1,594,400 a	905,800 a	0	555,200 a	0
500.5010.4519	AUTOMATIC METER READ	"	0	0	0	1,500,000 b	1,728,000 b	1,728,000 b
500.5010.4521	WATER TOWERS AND RESERVOIRS	"	610,200 a	588,100 a	0	0	0	0
500.5010.4550	NORTH RTE 53 WATERMAIN/BP ANNEX	"	8,399 a	52,000 a	1,030,000 a	915,000 a	105,000 a	0
500.5010.4604	BYRON AVE IMPROVEMENT	"	0	490,000 a	0	0	0	0
	SUBTOTAL		1,225,700	2,724,500	1,935,800	2,415,000	2,388,200	1,728,000
SEWER SYSTEM								
500.5031.4551	PUMPING STATIONS	SEWER	45,000 a	270,000 a	0	0	0	0
	SUBTOTAL		45,000	270,000	0	0	0	0
WATER POLLUTION CONTROL								
500.5032.4503	WATER MAIN	WW	0	0	45,000 a	0	0	0
500.5032.4570	EXCESS FLOW LIFT STATION-IEPA 2	"	42,300 a	0	0	0	0	0
500.5032.4587	ANAEROBIC DIGESTER	"	107,990 a	560,000 b	4,370,000 b	2,175,000 b	0	0
500.5032.4589	AERATION SYSTEM SHEATH	"	33,737 a	0	0	0	0	0
	SUBTOTAL		184,027	560,000	4,415,000	2,175,000	0	0
MISCELLANEOUS								
400.9940.4475	NOISE WALLS	CAP PROJ	15,524 g	11,700 g	0	0	0	0
470.9947.4538	TOWN CENTER DEVELOPMENT	TIF 3	155,305 a	466,000 a	0	0	0	0
470.9947.4538	VILLAGE GREEN DRAINAGE IMPRVMENTS	"	323,856 a	0	0	0	0	0
	SUBTOTAL		494,685	477,700	0	0	0	0
TOTAL CAPITAL SPENDING			12,862,346	9,211,371	11,731,400	8,139,100	6,796,700	4,909,300
CAPITAL FUNDING SOURCES (Some sources may have been received in one year, but expended in future years.)								
a. CASH ON HAND			2,167,686	5,654,700	4,884,900	2,713,300	2,549,900	1,906,300
b. DEBT FINANCING			7,665,302	1,359,471	4,370,000	3,675,000	1,728,000	1,728,000
c. GRANTS								
1. FEDERAL			0	0	0	0	0	0
2. STATE			0	0	0	0	0	0
3. LOCAL			269,450	0	0	0	0	0
4. CDBG			0	0	0	0	0	0
5. CMAQ			0	0	0	0	0	0
g. INSURANCE PROCEEDS			15,524	11,700	0	0	0	0
m. MOTOR FUEL TAX			943,241	945,800	945,800	945,800	945,800	950,000
t. HOME RULE SALES TAX			1,801,143	1,239,700	1,530,700	805,000	1,573,000	325,000
TOTAL CAPITAL FUNDING			12,862,346	9,211,371	11,731,400	8,139,100	6,796,700	4,909,300

Capital Improvement Program (CIP) Impact on FY 2019-20 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. As infrastructure is improved and replaced one could argue that maintenance costs should decrease. However, it is assumed that other infrastructure will "replace" the maintenance needs so there has been no decrease in budgeted maintenance. Projects that will affect operating expenses include the following:

Land/Building

4405 Village Hall/Police Facility

Now that the new ACDC Building is open and operating, the Village will be renovating the old dispatch area in the Police Building. This is the second year of a several-year program to replace the financial system, the Community Development system, the Public Works system, and the Police scheduling system.

Operating Budget Impact: Replacing the Village's current old computer systems in several of the departments will create efficiencies and provide much better reporting features than our current systems provide.

Water System

4550 North Rte 53 Watermain/BP Annex

Engineering for the BP annexation has begun; however, BP will be financing this project.

Operating Budget Impact: The costs involved with this annexation will be reimbursed by BP.

Streets

4459 Sidewalk Replacement

This account records the funding for the Village's sidewalk replacement program to limit potential trip hazards.

Operating Budget Impact: The elimination of potential trip hazards will decrease the Village's liability and insurance exposure, thereby potentially lowering insurance premiums.

VILLAGE OF ADDISON

Motor Fuel Tax Fund Projects FY 19-20

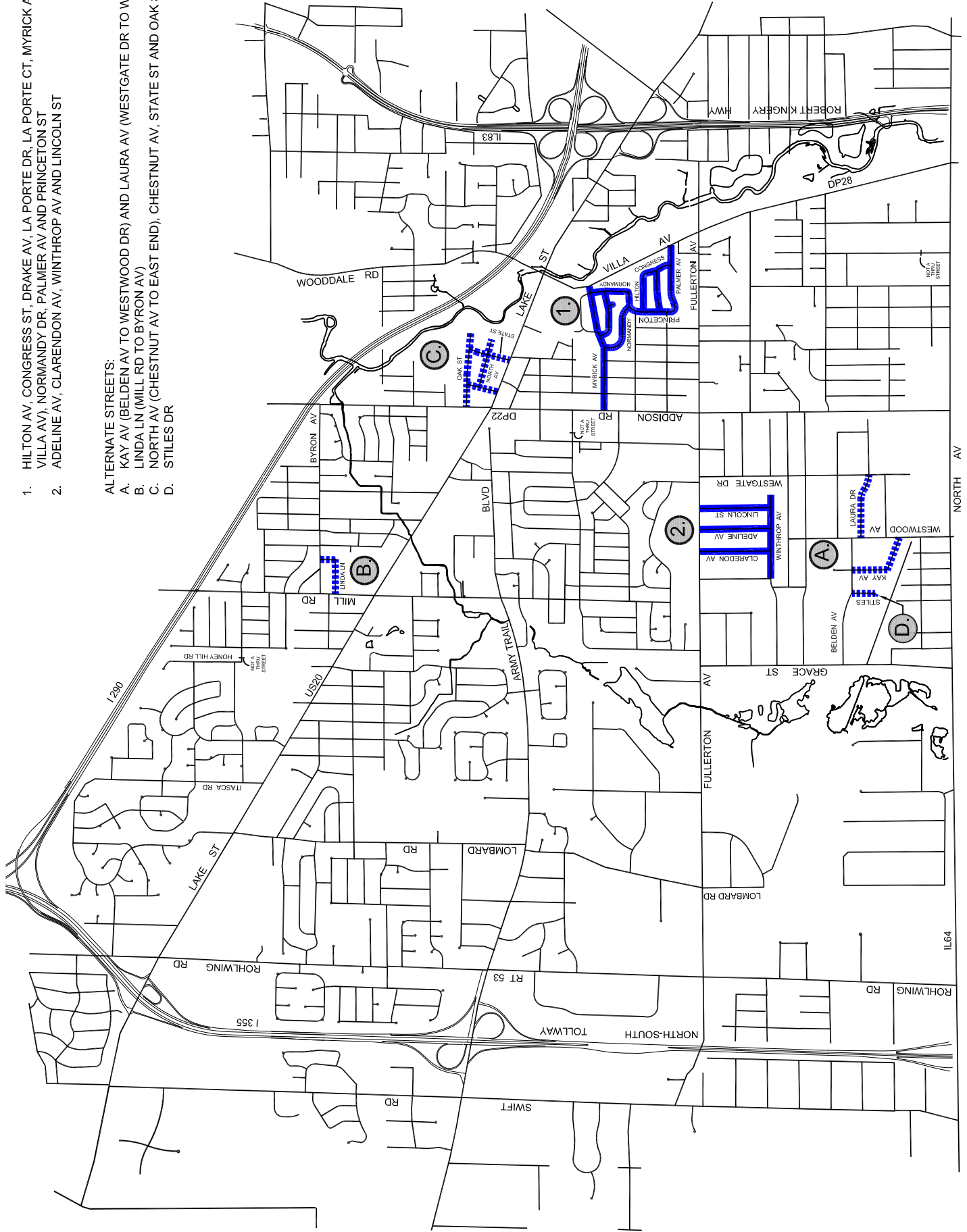
Street Maintenance



1. HILTON AV, CONGRESS ST, DRAKE AV, LA PORTE DR, LA PORTE CT, MYRICK AV (ADDISON RD TO VILLA AV), NORMANDY DR, PALMER AV AND PRINCETON ST
2. ADELINE AV, CLARENDON AV, WINTHROP AV AND LINCOLN ST

ALTERNATE STREETS:

- A. KAY AV (BELDEN AV TO WESTWOOD DR) AND LAURA AV (WESTGATE DR TO WESTWOOD DR)
- B. LINDA LN (MILL RD TO BYRON AV)
- C. NORTH AV (CHESTNUT AV TO EAST END), CHESTNUT AV, STATE ST AND OAK ST
- D. STILES DR



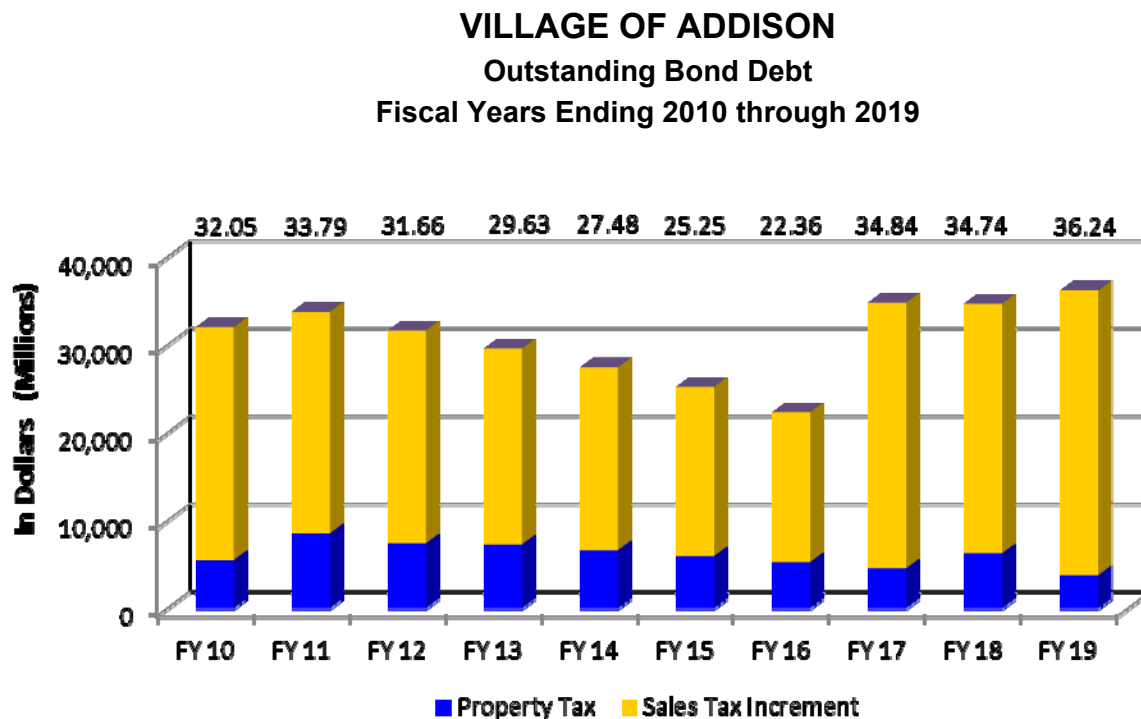
DEBT SUMMARY

OVERVIEW AND DEBT FINANCING PRINCIPLES

The Village of Addison 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. Policymakers 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 for 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.



Note: The higher debt in FY 17 is due to the 2016 A and 2017 G.O. issues for the new Addison Consolidated Dispatch Center construction. The property tax on these issues will be abated and paid by existing home rule sales tax increment revenues. The higher debt in FY 19 is due to the 2017A Refunding Bond issue.

DEBT SUMMARY

(Cont'd)

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 1, 1971) of this constitution or which is thereafter approved by referendum... shall 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 AA+ from Fitch Inc. and AA from Standard & Poor's. This positions the Village to secure more favorable interest rates. 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 will have higher relative interest rates. An approximate ranking is as follows:

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

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 Board and staff will emphasize continued efforts toward maintaining and improving the Village's financial performance in the coming years.

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

**VILLAGE OF ADDISON
SUMMARY OF OUTSTANDING BOND ISSUES
AS OF APRIL 30, 2019**

ISSUE	PURPOSE	AMOUNT ISSUED	MATURITY DATE	AMOUNT OUTSTANDING			
				PRINCIPAL	INTEREST	TOTAL	
GENERAL OBLIGATION DEBT							
2008 REFUNDING BOND	ADVANCE REFUNDING 1998	6,015,000	12/16/20	1,985,000	149,750	2,134,750	
2010 TAXABLE G.O BOND	DRISCOLL PROPERTY	3,500,000	12/16/30	155,000	5,270	160,270	
2012 REFUNDING BOND	ADVANCE REFUNDING 2004	3,985,000	12/15/19	615,000	12,300	627,300	
2015 REFUNDING BOND	ADVANCE REFUNDING 2006 C & 2007 - Partial	8,995,000	12/15/26	7,885,000	1,462,450	9,347,450	
2016 A G.O. BOND	ACDC AND CAPITAL	9,525,000	12/15/37	9,525,000	3,420,890	12,945,890	
2016 B REFUNDING BOND	ADVANCE REFUNDING 2006 A	2,130,000	12/15/27	1,755,000	232,550	1,987,550	
2017 G.O. BOND	ACDC AND CAPITAL	5,400,000	12/15/32	4,800,000	1,230,000	6,030,000	
2017 A G.O. BOND	ADVANCE REFUNDING 2010	2,470,000	12/15/30	2,430,000	573,228	3,003,228	
TOTAL ALL BONDS				29,150,000	7,086,438	36,236,438	

The Debt Service section has individual bond payment details and a Debt Service to Maturity Schedule.

**ANNUAL DEBT SERVICE REQUIREMENTS
(PRINCIPAL AND INTEREST)**

<u>FUND/ISSUE</u>	<u>FUNDING SOURCE</u>	<u>2017-18 ACTUAL</u>	<u>2018-19 EST ACT</u>	<u>2019-20 BUDGET</u>	<u>2020-21 BUDGET</u>	<u>2021-22 BUDGET</u>
DEBT SERVICE FUND						
2010 TAXABLE G.O.	PROPERTY TAX	214,816	159,845	160,270	0	0
2012 REFUNDING	PROPERTY TAX	627,700	630,300	627,300	0	0
2017 A G.O. BOND	PROPERTY TAX	53,832	93,150	92,870	252,510	258,910
SUBTOTAL - PROPERTY TAX		<u>896,348</u>	<u>883,295</u>	<u>880,440</u>	<u>252,510</u>	<u>258,910</u>
2006 C G.O.	SALES TAX INCREMENT	415,400	0	0	0	0
2008 REFUNDING	SALES TAX INCREMENT	597,650	1,065,250	1,074,250	1,060,500	0
2011 REFUNDING	SALES TAX INCREMENT	488,800	0	0	0	0
2015 REFUNDING	SALES TAX INCREMENT	652,200	1,075,400	1,090,000	1,111,000	1,135,650
2016 A G.O.	SALES TAX INCREMENT	293,260	253,800	253,783	253,783	598,783
2016 B REFUNDING	SALES TAX INCREMENT	243,500	240,300	246,500	247,500	248,400
2017 G.O.	SALES TAX INCREMENT	177,604	787,500	769,500	751,500	433,500
SUBTOTAL - SALES TAX		<u>2,868,414</u>	<u>3,422,250</u>	<u>3,434,033</u>	<u>3,424,283</u>	<u>2,416,333</u>
IEPA LOAN 1	OPERATING REVENUE	390,907	390,908	390,908	390,908	390,908
IEPA LOAN 2	OPERATING REVENUE	104,099	119,210	119,210	119,210	119,210
IEPA LOAN 3 - Estimated	OPERATING REVENUE	0	0	0	0	299,400
SUBTOTAL - IEPA LOANS		<u>495,006</u>	<u>510,118</u>	<u>510,118</u>	<u>510,118</u>	<u>809,518</u>
TOTAL DEBT SERVICE FUND		<u>4,259,768</u>	<u>4,815,663</u>	<u>4,824,591</u>	<u>4,186,911</u>	<u>3,484,761</u>



(BLANK)

GENERAL FUND

Narrative

This all-purpose fund handles the operations of the municipality not accounted for in a separate fund. The functional areas included in this fund are:

Administration
Boards & Commissions
Finance
Community Relations
Building & Grounds
Police
Henry Hyde Resource Center
Consolidated Dispatch Center
Community Development
Electrical & Forestry
Street

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
REVENUE								
Department 1000 - GENERAL FUND REVENUES								
TAXES								
100.1000-3001	PROPERTY TAX-CURRENT	\$4,531,469.00	\$4,543,962.08	\$4,700,000.00	\$4,686,600.00	\$5,100,000.00	\$5,304,000.00	\$5,516,160.00
100.1000-3002	PROPERTY TAX-PRIOR YEAR	467.00	.00	500.00	.00	.00	.00	.00
100.1000-3003	ROAD & BRIDGE TAX-CURRENT	428,125.00	434,695.14	435,000.00	438,700.00	440,000.00	440,000.00	440,000.00
100.1000-3004	ROAD & BRDG TAX-PRIOR YR	28.00	.00	100.00	.00	.00	.00	.00
100.1000-3005	REPLACEMENT TAX	154,145.00	125,746.71	280,000.00	183,700.00	185,000.00	185,000.00	185,000.00
100.1000-3007	POL PENSION PROPERTY TAX	2,762,887.00	3,037,752.73	3,043,500.00	3,041,000.00	3,162,600.00	3,289,100.00	3,420,700.00
100.1000-3010	REAL ESTATE TRANSFER TAX	503,473.00	639,550.00	675,000.00	527,500.00	525,000.00	550,000.00	575,000.00
100.1000-3020	INCOME TAX	3,491,936.00	3,349,970.11	3,539,400.00	3,539,400.00	3,645,600.00	3,755,000.00	3,867,700.00
100.1000-3025	TELECOMMUNICATIONS TAX	1,136,401.00	1,029,114.91	1,000,000.00	939,900.00	900,000.00	900,000.00	900,000.00
100.1000-3030	SALES TAX	9,270,110.00	9,842,698.02	10,192,000.00	10,192,000.00	10,497,800.00	10,812,700.00	11,137,100.00
100.1000-3031	SALES TAX INCREMENT	1,847,338.00	1,921,378.32	2,007,200.00	2,007,200.00	2,067,400.00	2,129,400.00	2,193,300.00
100.1000-3034	LOCAL USE TAX	909,245.00	976,920.25	972,000.00	990,000.00	1,019,700.00	1,050,300.00	1,081,800.00
100.1000-3045	AUTO RENTAL TAX	5,221.00	6,464.54	5,500.00	15,000.00	15,000.00	15,000.00	15,000.00
100.1000-3046	VIDEO GAMING TAX-STATE	291,099.00	335,814.25	347,600.00	350,000.00	360,000.00	370,000.00	380,000.00
100.1000-3050	ROOM TAX HOTEL/MOTEL	356,893.00	318,030.10	370,000.00	350,000.00	410,000.00	455,000.00	500,000.00
	TAXES Totals	\$25,688,837.00	\$26,562,097.16	\$27,567,800.00	\$27,261,000.00	\$28,328,100.00	\$29,255,500.00	\$30,211,760.00
LICENSES, PERMITS, & FEES								
LICENSES/PERMITS								
100.1000-3101	VEHICLE LICENSES	585,231.00	554,741.00	580,000.00	568,000.00	580,000.00	580,000.00	580,000.00
100.1000-3110	BUSINESS LICENSES	262,240.00	263,219.84	265,000.00	265,000.00	265,000.00	265,000.00	265,000.00
100.1000-3115	LIQUOR LICENSES	188,695.00	210,920.00	205,000.00	206,000.00	205,000.00	205,000.00	205,000.00
100.1000-3117	MULTIPLE DWELLING LICENSE	330,100.00	270,295.00	280,000.00	280,000.00	280,000.00	280,000.00	280,000.00
100.1000-3118	BUILDING PERMITS	315,902.00	394,330.80	471,000.00	471,000.00	471,000.00	471,000.00	471,000.00
	LICENSES/PERMITS Totals	\$1,682,168.00	\$1,693,506.64	\$1,801,000.00	\$1,790,000.00	\$1,801,000.00	\$1,801,000.00	\$1,801,000.00
FEES								
100.1000-3120	BUILDING & ZONING SUB FEE	16,071.00	6,550.00	14,000.00	15,000.00	14,000.00	14,000.00	14,000.00
100.1000-3123	PLAN REVIEW FEES	34,868.00	39,452.38	35,000.00	60,000.00	35,000.00	35,000.00	35,000.00
100.1000-3125	DEVELOPMENT REVIEW FEE	4,579.00	31,800.00	20,000.00	4,600.00	20,000.00	20,000.00	20,000.00
100.1000-3130	FRANCHISE FEE- TELEPHONE	.00	146,974.56	.00	204,900.00	.00	.00	.00
100.1000-3131	FRANCHISE FEE-CATV	524,177.00	340,027.30	530,000.00	358,600.00	530,000.00	530,000.00	530,000.00
100.1000-3132	FRANCHISE FEE FOR ERF - PEG	.00	.00	.00	.00	.00	.00	.00
100.1000-3140	ANNEXATION/TAP ON FEES	31,922.00	28,789.54	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
100.1000-3150	ALARM PERMIT FEES	14,841.00	14,840.00	13,000.00	15,900.00	13,000.00	13,000.00	13,000.00
100.1000-3165	INFRASTRUCTURE MAINTENANCE FEE	9.00	.00	.00	.00	.00	.00	.00
100.1000-3170	SOLICITORS FEES	1,915.00	1,680.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
100.1000-3175	CHARITY GAME FEES-STATE	2,341.00	.00	1,000.00	4,200.00	1,000.00	1,000.00	1,000.00
100.1000-3180	SEX OFFENDERS REG FEE	1,170.00	1,260.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
100.1000-3190	FINGERPRINTING FEE	625.00	1,025.00	700.00	700.00	700.00	700.00	700.00
100.1000-3195	BUS LIC BACKGROUND FEE	10,088.00	12,942.78	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
100.1000-3196	FIRE PLAN REVIEW FEES	18,850.00	17,335.00	14,000.00	18,000.00	14,000.00	14,000.00	14,000.00
100.1000-3197	PLUMBING INSPECT FEE-TP1	.00	100.00	.00	500.00	.00	.00	.00
100.1000-3198	REVIEW & INSPECTION FEES	58,638.00	255,029.99	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00
100.1000-3206	COURT FEE-TRAFFIC VIOLATN	15,406.00	13,383.66	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
100.1000-3214	ADMIN FEE-BAIL BONDS-PD	6,678.00	6,402.00	7,000.00	4,500.00	7,000.00	7,000.00	7,000.00

GENERAL FUND REVENUES

Budget Year 2020

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1000-3220	VEHICLE IMPOUND FEE	74,505.00	72,198.40	75,000.00	45,000.00	75,000.00	75,000.00	75,000.00
100.1000-3222	TRUCK OVERWEIGHT PERMIT FEE	25,720.00	16,670.00	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00
100.1000-3223	FTA WARRANT FEE-PD	5,105.00	5,810.00	3,900.00	3,600.00	3,900.00	3,900.00	3,900.00
100.1000-3225	FALSE ALARM CHARGES-OTHER	22,070.00	33,670.00	25,000.00	20,400.00	25,000.00	25,000.00	25,000.00
	<i>FEES Totals</i>	\$869,578.00	\$1,045,940.61	\$961,800.00	\$979,100.00	\$961,800.00	\$961,800.00	\$961,800.00
	<i>LICENSES, PERMITS, & FEES Totals</i>	\$2,551,746.00	\$2,739,447.25	\$2,762,800.00	\$2,769,100.00	\$2,762,800.00	\$2,762,800.00	\$2,762,800.00
	<i>CHARGES FOR SERVICES</i>							
	<i>GARBAGE</i>							
100.1000-3350	ADMIN FEE-GARBAGE COLL	262,466.00	261,741.72	285,500.00	285,500.00	285,500.00	285,500.00	285,500.00
100.1000-3351	BRUSH PICK UP	106,525.00	106,562.76	106,800.00	106,800.00	106,800.00	106,800.00	106,800.00
	<i>GARBAGE Totals</i>	\$368,991.00	\$368,304.48	\$392,300.00	\$392,300.00	\$392,300.00	\$392,300.00	\$392,300.00
	<i>POLICE</i>							
100.1000-3360	POLICE DISPATCH CENTER	2,236,046.00	3,362,308.00	3,538,000.00	3,525,200.00	3,719,100.00	3,923,600.00	4,139,400.00
100.1000-3361	SCHOOL LIAISON	152,508.00	61,289.04	125,000.00	145,000.00	125,000.00	125,000.00	125,000.00
100.1000-3362	SCHOOL SECURITY	.00	.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
100.1000-3363	PUBLIC SAFETY-DUPAGEMETRO	24,908.00	24,908.00	.00	7,000.00	.00	.00	.00
	<i>POLICE Totals</i>	\$2,413,462.00	\$3,448,505.04	\$3,673,000.00	\$3,687,200.00	\$3,854,100.00	\$4,058,600.00	\$4,274,400.00
	<i>OTHER</i>							
100.1000-3398	WEED CONTROL	2,047.00	4,372.25	.00	.00	.00	.00	.00
	<i>OTHER Totals</i>	\$2,047.00	\$4,372.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>CHARGES FOR SERVICES Totals</i>	\$2,784,500.00	\$3,821,181.77	\$4,065,300.00	\$4,079,500.00	\$4,246,400.00	\$4,450,900.00	\$4,666,700.00
	<i>FINES & FORFEITS</i>							
100.1000-3201	POLICE FINES	203,346.00	186,949.61	200,000.00	192,000.00	200,000.00	200,000.00	200,000.00
100.1000-3202	PARKING FINES	321,390.00	303,728.67	325,000.00	280,700.00	300,000.00	300,000.00	300,000.00
100.1000-3203	DUI/DRUG FINE-STATE910822	300.00	800.00	.00	.00	.00	.00	.00
100.1000-3205	BUILDING FINES	417.00	.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
100.1000-3207	OVERWEIGHT TRUCK FINES	7,933.00	5,012.31	6,400.00	6,400.00	6,400.00	6,400.00	6,400.00
100.1000-3208.1510	ADMINISTRATIVE ADJUDICATION POLICE	22,885.00	28,520.00	26,600.00	16,000.00	16,000.00	16,000.00	16,000.00
100.1000-3208.2010	ADMINISTRATIVE ADJUDICATION COMMUNITY	39,575.00	45,750.00	30,000.00	50,000.00	30,000.00	30,000.00	30,000.00
100.1000-3209	RED LIGHT CAM ENFORCEMENT	315,774.00	209,327.21	214,000.00	225,000.00	225,000.00	225,000.00	225,000.00
100.1000-3215	ANIMAL IMPOUNDING FEE	100.00	75.00	100.00	100.00	.00	.00	.00
	<i>FINES & FORFEITS Totals</i>	\$911,720.00	\$780,162.80	\$807,100.00	\$775,200.00	\$782,400.00	\$782,400.00	\$782,400.00
	<i>CONTRIBUTIONS</i>							
100.1000-3897	SPECIAL EVENTS REVENUES - SPONSORS, ETC	.00	.00	.00	31,300.00	30,000.00	30,000.00	30,000.00
	<i>CONTRIBUTIONS Totals</i>	\$0.00	\$0.00	\$0.00	\$31,300.00	\$30,000.00	\$30,000.00	\$30,000.00
	<i>MISCELLANEOUS</i>							
100.1000-3808	COM ED ENERGY PROGRAM	.00	.00	.00	.00	.00	.00	.00
100.1000-3822	SALE MAPS & PUBLICATIONS	321.00	486.70	200.00	800.00	500.00	500.00	500.00
100.1000-3824	SALE-POSTAGE STAMPS-UPS	587.00	532.60	400.00	400.00	400.00	400.00	400.00
100.1000-3830	POLICE REPORTS	6,816.00	7,654.60	6,000.00	8,000.00	8,000.00	8,000.00	8,000.00
100.1000-3850	WEED CONTROL	.00	.00	2,000.00	1,000.00	1,000.00	1,000.00	1,000.00
100.1000-3853	AUCTION/SALE FIXED ASSETS	627.00	.00	.00	1,000.00	1,000.00	1,000.00	1,000.00
100.1000-3854	SALE OF EASEMENT/ROW	.00	.00	.00	30,000.00	.00	.00	.00
100.1000-3860	RENTALS & CONCESSIONS	481,110.00	481,528.55	495,700.00	26,500.00	371,000.00	371,000.00	371,000.00
100.1000-3860.CELL	RENTALS & CONCESSIONS CELL TOWER RENTAL	.00	.00	.00	26,500.00	26,500.00	26,500.00	26,500.00
100.1000-3860.COURT	RENTALS & CONCESSIONS DP COUNTY COURT	.00	.00	.00	73,700.00	73,700.00	73,700.00	73,700.00
100.1000-3861	CONTR/DONATE-PRV SOURCES	30,000.00	20,000.00	20,000.00	20,000.00	40,000.00	40,000.00	40,000.00
100.1000-3876	CASH SHORT/OVER	3.00	(409.11)	.00	200.00	.00	.00	.00

GENERAL FUND REVENUES

Budget Year 2020

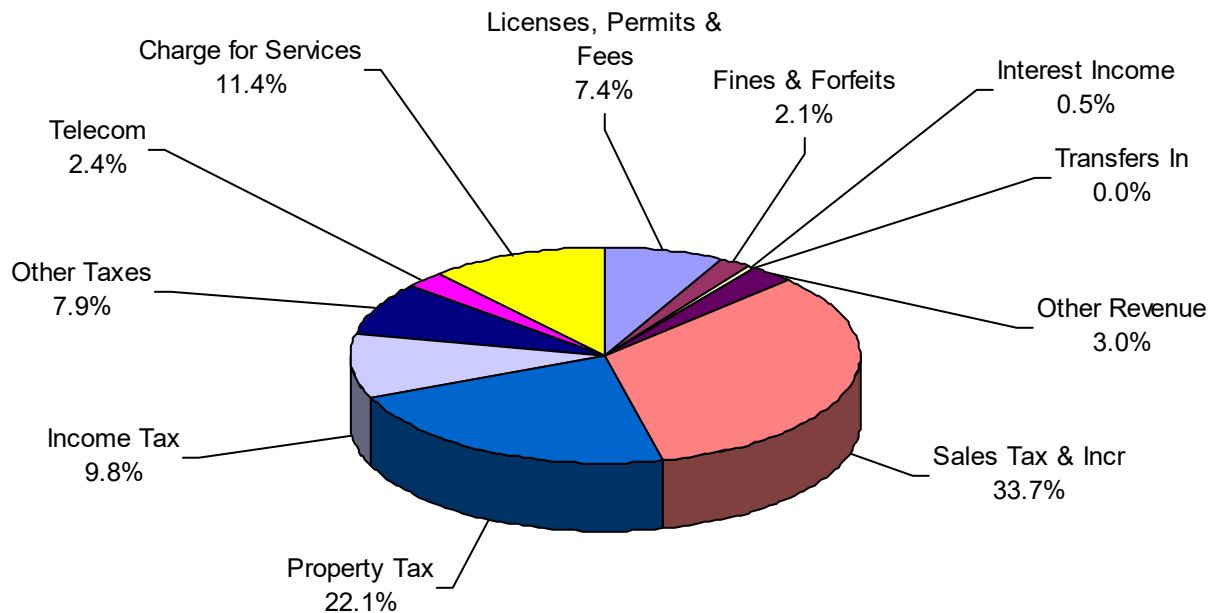
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G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1000-3898	LATE FEE - MISCELLANEOUS BILLING	.00	.00	.00	.00	.00	.00	.00
100.1000-3899	MISCELLANEOUS REVENUES	31,953.00	16,380.30	30,000.00	356,000.00	30,000.00	30,000.00	30,000.00
100.1000-3987	SPECIAL EVENTS REVENUES - SPONSORS, ETC	.00	.00	.00	.00	.00	.00	.00
<i>MISCELLANEOUS Totals</i>		\$551,417.00	\$526,173.64	\$554,300.00	\$888,600.00	\$552,100.00	\$552,100.00	\$552,100.00
<i>REIMBURSEMENT</i>								
<i>GENERAL</i>								
100.1000-3807	REIMB-ENGRG/ARCH/PERMIT	2,234.00	102,887.38	100,000.00	75,000.00	75,000.00	75,000.00	75,000.00
<i>GENERAL Totals</i>		\$2,234.00	\$102,887.38	\$100,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
<i>INSURANCE</i>								
100.1000-3802	REIMB-INS CLAIM-PROPERTY	99,362.00	136,324.54	100,000.00	90,000.00	90,000.00	90,000.00	90,000.00
100.1000-3802.POLE	REIMB-INS CLAIM-PROPERTY STREET LIGHT POLES	.00	.00	.00	60,000.00	10,000.00	10,000.00	10,000.00
100.1000-3802.PROP	REIMB-INS CLAIM-PROPERTY VILLAGE PROPERTY	.00	.00	.00	21,000.00	10,000.00	10,000.00	10,000.00
100.1000-3802.VEH	REIMB-INS CLAIM-PROPERTY VEHICLES	.00	.00	.00	10,000.00	10,000.00	10,000.00	10,000.00
<i>INSURANCE Totals</i>		\$99,362.00	\$136,324.54	\$100,000.00	\$181,000.00	\$120,000.00	\$120,000.00	\$120,000.00
<i>POLICE</i>								
100.1000-3806	REIMB-TRAINING POLICE	9,273.00	6,226.00	.00	14,400.00	10,000.00	10,000.00	10,000.00
100.1000-3817	REIMB-PD SERV DUMEG/MISC	.00	.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
100.1000-3828	REIMBURSE PD OFFICERS-DEA	93,131.00	177,592.54	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
100.1000-3829	REIMBURSE PD OFFICERS ICE	89,634.00	106,137.98	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
<i>POLICE Totals</i>		\$192,038.00	\$289,956.52	\$225,000.00	\$239,400.00	\$235,000.00	\$235,000.00	\$235,000.00
<i>REIMBURSEMENT Totals</i>		\$293,634.00	\$529,168.44	\$425,000.00	\$495,400.00	\$430,000.00	\$430,000.00	\$430,000.00
<i>INTEREST INCOME</i>								
100.1000-3510	INVESTMENT INTEREST	44,662.00	103,363.42	10,000.00	175,000.00	175,000.00	175,000.00	175,000.00
100.1000-3540	INTEREST ON LOANS	10.00	.00	.00	.00	.00	.00	.00
<i>INTEREST INCOME Totals</i>		\$44,672.00	\$103,363.42	\$10,000.00	\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00
<i>TRANSFERS IN</i>								
100.1000-3944	TRANSFER FROM PUBLIC BLDG FUND	350,000.00	95,499.96	.00	.00	.00	.00	.00
100.1000-3970	TRANSFER FROM POL PENSION	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
<i>TRANSFERS IN Totals</i>		\$352,500.00	\$97,999.96	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
<i>Department 1000 - GENERAL FUND REVENUES Totals</i>		\$33,179,026.00	\$35,159,594.44	\$36,194,800.00	\$36,477,600.00	\$37,309,300.00	\$38,441,200.00	\$39,613,260.00

GENERAL FUND REVENUE

Notes

ANALYSIS OF GENERAL FUND REVENUES



Summary

The Village of Addison has maintained a strong financial position. The recent economic downturn has presented challenges that the Village has been able to successfully address and maintain services throughout. The Village has untapped revenue sources available and continues to seek and take advantage of economic development and redevelopment opportunities. As a home rule community in the State of Illinois, the Village is not constrained by the property tax caps placed on non-home rule communities. However, in an effort to hold the line on property taxes, the Village has voluntarily worked to maintain relatively low property tax rates. This has been accomplished in part, due to Addison being home to the second largest industrial park acreage in a municipality in the Chicago area.

Over the years, the Village has experienced steady growth in the equalized assessed value (EAV) in its residential and commercial/industrial sectors prior to Fiscal 2011 when the Village experienced its first drop in EAV. After six years of declining EAV, Fiscal 2017 experienced an increase in EAV which has continued and is expected to continue in future years. The Village is in the enviable position to maintain a sustainable level of development, due to available land and its strategic location which is easily accessible from every direction. Four (4) State highways penetrate and cross the Village's boundaries including Route 20 (Lake Street), Route 53 (Rohlwing Road), Route 64 (North Avenue), and Route 83 (Robert Kingery Highway). Lake Street, the main street through the Village, boasts over 30,000 cars traveling on a daily basis. Interstate 290, the North-South Tollway (355) and the Tri-State Tollway (294) provide easy vehicular access to Addison. The Chicago Loop and Midway Airport are 35 minutes away; O'Hare International Airport is only a 20-minute drive.

GENERAL FUND REVENUE

Notes (Cont'd)

Summary (Cont'd)

In order to hold down property taxes while providing a vast array of services, the Village has had the luxury of utilizing its diverse sales tax base. The Village realizes that sales tax revenues can be fickle, and has purposely maintained a variety of revenue options which can be implemented when sales taxes level off or decline. For instance, the Village's financial policies include the provision to maintain a minimum unrestricted fund balance of 25% of expenditures in all operating funds. Three months of expenditures allows the Village to maintain operations when revenues may be lagging. The Village can also tap into a variety of other revenue sources which it has yet to enact. One of which, a Utility Tax of 5%, could conservatively produce an additional \$1.6 million revenue on an annual basis.

3001 Property Taxes

Property tax receipts represent about 22% of the Village's General Fund income, and the Village's levy represents only about 9% of a property owner's total property tax bill. As noted above, Addison has historically taken a conservative approach to this revenue source, understanding the negative impact high property taxes can have in a sluggish economy where incomes are fixed, or are temporarily lost or decreased. The Village's tax rate per \$100 of equalized assessed valuation (EAV) has decreased each year as the EAV has increased. Conversely, as the EAV decreases, the rates increase. Due to the economic downturn, valuations have dropped thus causing increases in the tax rate. The 2018 tax levy, which will be received in FY 2019-20 was based on a projected increase in EAV of 4.23%, and a total dollar increase of 5.71%. The total dollar increase is due to a 7.42% increase in the Corporate Levy, a 5.11% increase in the Police Pension levy, and a 1.32% decrease in the levy for Debt Service. The levy which corresponds to this budget was levied in December, 2018. Property owners will pay this tax in two installments due June 1 and September 1, 2019. A breakdown of the Village's total tax levy is as follows:

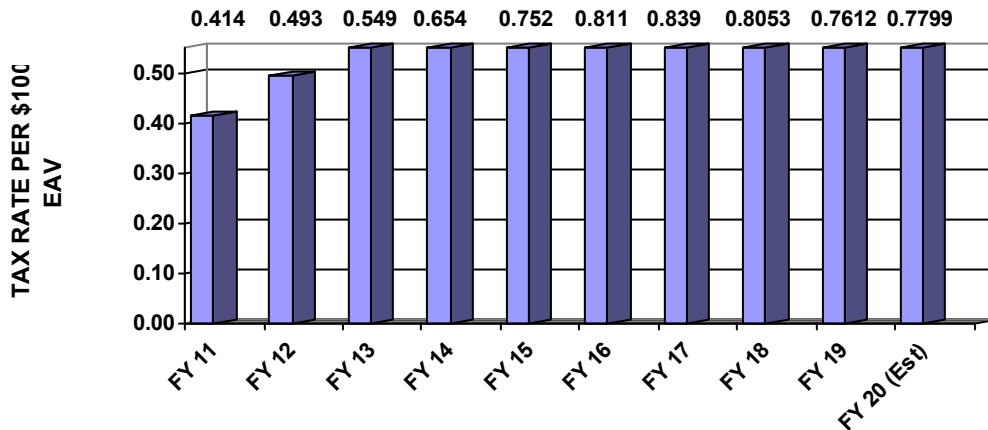
	FINAL 2017 Levy for FY 19	Estimated 2018 Levy for FY 20	% Change
General Fund			
Corporate	\$4,747,572	\$ 5,100,000	7.42%
Police Pension	3,045,246	3,200,927	5.11%
Subtotal	7,792,818	8,300,927	6.52%
Debt Service	892,238	880,450	(1.32)%
Total Levy	\$8,685,056	\$ 9,181,377	5.71%
Equalized Assessed Val	\$1,140,968,934	\$1,189,257,600	4.23%
Rate per \$100 EAV	\$0.7612	\$0.7720	1.42%

GENERAL FUND REVENUE

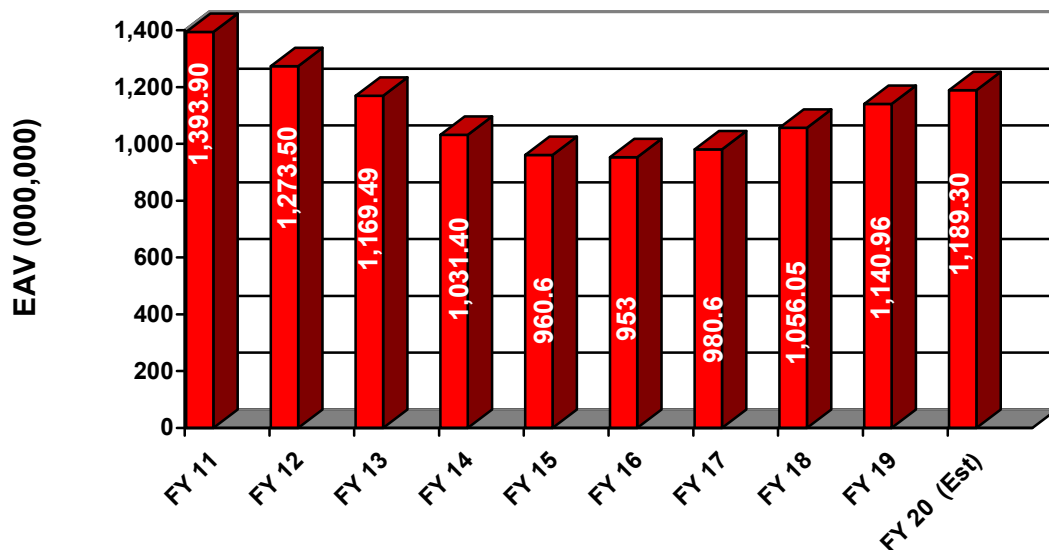
Notes (Cont'd)

3001 Property Taxes (Cont'd)

PROPERTY TAX RATE



EQUALIZED ASSESSED VALUE



The Corporate levy increased \$352,428 from last year's levy, the Police Pension levy increased by \$155,681 and Debt Service decreased \$11,788 for an increase of \$496,321 or 5.71%. The Police Pension levy is based on an actuarial analysis which takes into account many factors including age of members, age of participants, years of service, contributions by the Village and members, and investment results. An amount equal to the Police Pension Property Tax is transferred from the General Fund (see Police Department budget) to the Police Pension Fund. Prior to FY 2009, the Village had been able to maintain the funding level of the Police Pension Fund's pension obligations at or over 80%. The Village continues to strive to bring the funded balance back up.

GENERAL FUND REVENUE

Notes (Cont'd)

3001 Property Taxes (Cont'd)

The Debt Service portion of the Village's levy, shown in the table on the prior page, is credited to the Debt Service Fund and can be found in that section of this budget. The decrease is due to the structure of the payment amortization schedule.

Property taxes for 2018 attach as an enforceable lien on January 1, 2018, on property values assessed as of the same date. Tax dollars are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by the County and issued on or about May 1, 2019, and are payable in two installments, on or about June 1, 2019 and September 1, 2019. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at one (1) percent of the tax levy to reflect actual collection experience. The 2018 tax levy is intended to fund expenditures for the 2019-20 fiscal year.

The DuPage County Assessor's Office is responsible for determining assessed value of real property utilizing market values and established assessment ratios. The State of Illinois Department of Revenue then assigns an equalization factor to each county in an attempt to adjust for different assessment practices. This results in an equalized assessed valuation (EAV) figure. In Illinois, a government's tax rate is determined by dividing its total tax levy into its total EAV. The 2018 EAV shows an estimated 4.23% increase over 2017.

PROPERTY TAX CYCLE

January	Enforceable Lien on Property attaches for all home owners as of January 1.
January – October	Townships perform the assessment process.
October	Notification from some Townships regarding value of new growth that will be included on tax rolls.
October	Publication in local newspaper of proposed assessed values. At this point taxpayers can file an appeal if they disagree with proposed assessed values.
November	Finance Department estimates what the EAV will be for calculating the Tax Levy and the proposed Tax Rate.
December	Public Hearing and passage of the Tax Levy, filed with County Clerk by the last Tuesday in December.
December	Passage of any Property Tax Abatements, filed with the County Clerk by the last Tuesday in December.
March	Receive preliminary adjusted tax levy from the County including the adjustment/increase for uncollectible taxes. However, the EAV is not included, so only the dollars levied is included.

GENERAL FUND REVENUE

Notes (Cont'd)

3001 Property Taxes (Cont'd)

April/May	Receive proposed/preliminary tax levy from the County for approval. It is at this time the EAV is included as reported to the County from the Township. Rate limits and compliance with rate limits are included/calculated, as is the actual tax rate per \$100 assessed value. To be approved by the Finance Department and returned to the County.
May	Final Tax Rates determined and reported back to the taxing body.
May	Tax bills prepared and issued by the County.
June	1 st installment of property taxes are due – 50% of the bill.
September	Balance of property taxes due.

The Village levies a specific total dollar amount in December. At that time the actual EAV is not known, but an estimate is made in order to estimate the rate per \$100 of assessed valuation. The actual rate is not determined until April/May when the County receives the final EAV from the townships and then calculates the final rate.

In times of economic downturn, the easy answer to address lower revenues is to raise property taxes. The Village is very aware of the impact that choice would have on property owners with fixed incomes or those who have lost income. This is why the Village is constantly looking for other revenue sources and tries not to be heavily dependent on property taxes.

3003 Road and Bridge Taxes

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.

3005 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.

3010 Real Estate Transfer Tax

This tax is imposed on the privilege of transferring title to real estate within the corporate limits of the Village, at the rate of \$2.50 for each \$1,000 of value or fraction thereof. The liability for payment of the tax is borne by the grantee or purchaser of any deed subject to the tax. The FY 2019-20 budget assumes a very minimal decrease from the projected FY 19 results.

GENERAL FUND REVENUE

Notes (Cont'd)

3020 Income Tax

		<u>Amount</u>	<u>% Inc (Dec)</u>
FY 2016	Actual	3,936,999	8.82%
FY 2017	"	3,491,936	(11.30)%
FY 2018	"	3,349,970	(4.07)%
FY 2019	(Est. Actual)	3,539,400	5.65%
FY 2020	(Budget)	3,645,600	3.00%

Income tax receipts represent approximately 9.8% of the Village's General Fund income. Local governments in Illinois receive a share of all state income tax receipts, allocated on a per capita basis to all municipalities.

Budget Assumptions - To prepare the FY 2020 budget for income tax receipts, three key elements were assumed:

Population - Income tax receipts are distributed based on the Village's population. Addison's most recent population used by the State is 36,942. It is assumed that there will be no change in population.

Municipality's share of income tax receipts – Prior to January, 2011, municipalities were entitled to 1/10 of income tax receipts. Beginning August 1, 2017, local governments received 6.06% of the net collections of all income tax received from individuals, trusts and estates, and 6.85% of the net collections of all income tax received from corporations. In addition, Public Act 100-0587 reduced distributions by 5% for the State's Fiscal 2019 year. As the State continues to find a solution to their financial situation, the Village will closely monitor the situation should the State continue to reduce funding to the Village.

State-wide change in income tax receipts - FY 2019 receipts are projected to be flat compared to the original budget. However, the Illinois Municipal League (IML) has projected a rebound in income tax receipts. We budgeted a 3% increase in the FY 2020 revenues.

3025 Telecommunications Tax

Due to deregulation of the telecommunications industry, the State of Illinois adopted Public Act 90-154, the Municipal Telecommunications Infrastructure Maintenance Fee Act. As a result of litigation, the Illinois General Assembly rewrote the State Statutes. As of January, 2003, all telecommunication providers were required to charge a 1% telecommunications fee. The Village has passed an additional 5% fee, bringing the total telecommunications tax in Addison to 6%. This fee is remitted to the state, which remits the funds to the municipalities after subtracting an administrative charge.

GENERAL FUND REVENUE

Notes (Cont'd)

3025 Telecommunications Tax (Cont'd)

The decision to implement a telecommunications tax was made on the premise that although the majority of people have telephone service, the types of service and amount of usage is somewhat in their control. In addition, the telecommunications tax provides additional diversity in the revenue mix. However, with the introduction of cable telephone and internet phone services, residents are switching to lower cost plans which carry lower telecommunications tax.

Budget Assumptions— The FY 2019-2020 budget assumes a slight reduction based upon trending.

3030 Sales Tax and 3031 Sales Tax Increment

		<u>SALES TAX</u>		<u>SALES TAX INCREMENT</u>	
		<u>Amount</u>	<u>% Inc (Dec)</u>	<u>Amount</u>	<u>% Inc (Dec)</u>
FY 2016	Actual	9,788,299	15.12%	2,001,720	15.64%
FY 2017	"	9,270,110	(5.29)%	1,847,338	(7.71)%
FY 2018	"	9,842,698	6.18%	1,921,378	4.01%
FY 2019	(Est. Actual)	10,192,000	3.55%	2,007,200	4.47%
FY 2010	(Budget)	10,497,800	3.00%	2,067,400	3.00%

* The increase in FY 16 is due to a one-time adjustment made by the State which increased the Sales Tax and Sales Tax Increment the Village received.

Sales and Sales Tax Increment (home rule) revenues represent the largest single revenue source or about 33.7% of the Village's General Fund income. Items, except food and drugs, in Addison are subject to an 8% sales tax (eff 6/1/16). 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	5.00%
Village	
Municipal Tax	1.00%
Home-Rule Tax	1.00%
DuPage County	.50%
Regional Transportation Authority	.50%
Total	8.00%

*Note: The municipal tax is credited to the General Fund. Home Rule sales taxes are used as follows:

<u>Rate</u>	<u>Fund</u>	<u>Year</u>	<u>Reason</u>
.25	Debt Service Fund	1995	To Fund a Redevelopment Bond Issue
.25	Public Building Fund	1997	To Fund Bond Issues for Village Building Construction
.25	General Fund	2003	Additional Operating Revenue
.25	Motor Fuel Tax	2012	To Fund continuing Road Maintenance

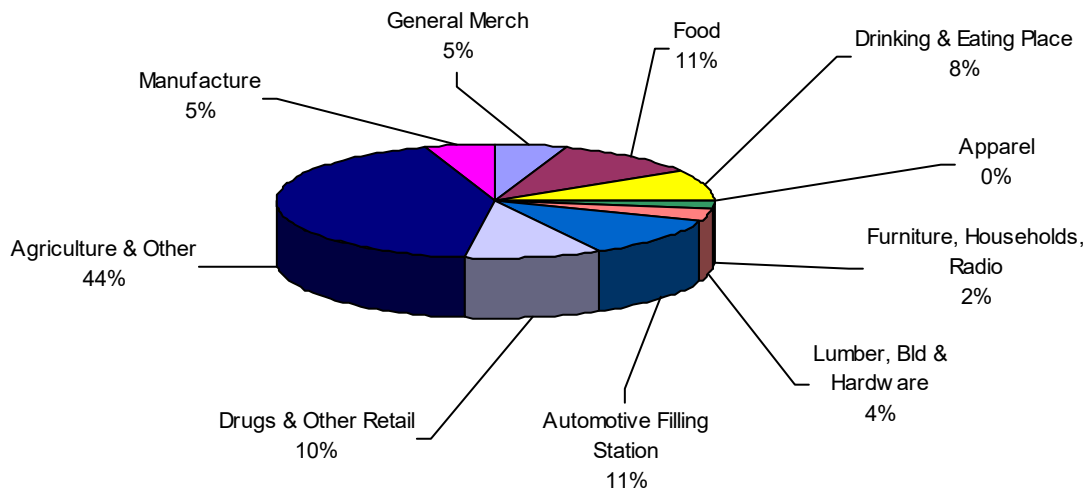
GENERAL FUND REVENUE

Notes (Cont'd)

3030 Sales Tax and 3031 Sales Tax Increment (Cont'd)

The Village has had the luxury of utilizing its strong sales tax revenues in lieu of putting pressure on the property tax rate. Due to the Village's excellent geographic location and the current and future economic development plans, the Village expects to be able to maintain its diverse sales tax base, as shown in the pie chart:

Sales Tax and Sales Tax Increment by Source Calendar Year 2018



Budget Assumptions – The Village anticipates a 3.0% increase in Sales tax in the FY 2020 budget over the projected FY 2019 results. This increase is due to the rebound in sales tax from recent years and the anticipated opening of new businesses that will generate additional sales tax.

As part of the Village's economic development incentives, Addison has entered into various sales tax rebate agreements. Under these agreements, the Village generally rebates 50% of sales tax receipts over a specified period of time. The Village uses this development tool sparingly and only in cases where Addison did not expect development to occur. The additional sales tax revenues generated by these new developments are included in the sales tax budget projections. The rebates associated with these agreements are described and shown as expenses in the Administration Department section of the General Fund budget.

3034 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 the Village included a 3% increase for this revenue source in Fiscal 2020.

GENERAL FUND REVENUE

Notes (Cont'd)

3046 Video Gaming Tax

The State recently allowed local businesses to add video games in their businesses. This is the one percent tax the Village receives from the video games via the State. The Village has budgeted a 2.8% increase in FY 2020.

3050 Room Tax (Hotel-Motel)

Receipts for this tax are rebounding after being negatively impacted by the downturn in the economy. The Village increased the rate from 4% to 5% in the FY 2014 budget. The Village is a member of the DuPage County Visitor and Convention Bureau with a portion of the increase in revenues being used for dues. A budgeted increase of 17% is due to the opening of a Woodspring Suites, mid Fiscal 2020.

3100 Licenses, Permits, and Fees

These are shown as stable, limited-growth revenue sources, with the following exceptions:

3118 Building Permits

These permits are activity-based and, as such, are subject to economic conditions.

3125 Development Review Fee

This fee is used to cover legal, engineering, zoning, the recording of plats, and other Village incurred costs. These fees fluctuate as the economy does. The Village has taken a conservative approach to budgeting for these revenues.

3196 Fire Plan Review Fees

The Fire District reviews plans for new buildings or renovations based on the existing fire code and charges a fee for this service. The Village collects this fee and reimburses the District. The reimbursement cost is shown in the Community Development Department's account #4110.

3198 Review and Inspection Fees

This fee is charged at a rate of 2% of commercial and industrial project construction costs to cover the review and inspection of engineering and architectural plans.

3206 Court Fees – SB 1260

SB 1260 provides for an additional \$20 fee from a person who receives court supervision. This fee shall be paid to the law enforcement agency that employed the arresting officer and shall be used for the acquisition or maintenance of police vehicles.

GENERAL FUND REVENUE

Notes (Cont'd)

3208 Administrative Adjudication

This fee is charged for any local ordinance violations issued by the Police and/or Community Development departments.

3209 Red Light Camera Enforcement

Fines from a red light camera enforcement program. The Village installed two cameras in late FY 2009 as a means to reduce traffic accidents at two (2) high volume intersections. Accidents have decreased, and the cameras have been taken down at those initial intersections. Two additional cameras were installed at another high volume intersection in 2010. However, they were removed mid FY 2012 to allow for a State of Illinois Road Construction project. Two cameras were installed in FY 2013 at a major intersection that is adjacent to a school zone, due to traffic accidents. These are the only two cameras installed in the Village.

3220 Vehicle Impound Fee

A fee whereby any person arrested on a DUI charge that has to have their vehicle towed will be assessed a Vehicle Impound Fee.

3350 Garbage Billing

The Village contracts with an outside waste hauling company to provide garbage retrieval services to the Village. In addition, the Village acts as a billing/collection agent for the waste hauler and includes the charge for refuse pick-up on the bi-monthly water/sewer bills for residential customers only. The Village then remits the collections to the waste hauler, less a processing fee. This is the processing fee.

3351 Branch Pick-up Fees

The Village has contracted with an outside service for monthly branch pick-up. This is the fee associated with the service. It is included on the bi-monthly water/sewer/garbage billings.

3355 Bail Bonds

The Village initiated a bail bond fee for everyone arrested by Addison Police Officers and processed in our booking facility. This is the fee attached to the booking process.

3360 Consolidated Dispatch Center Fees

The Village transitioned to the Starcom21 radio platform late in FY 2012. As part of that move, the police department expanded the current dispatch department and now provides dispatch services to surrounding communities. This is the charge to those communities for the service. Further details can be found in the Consolidated Dispatch Center department pages.

GENERAL FUND REVENUE

Notes (Cont'd)

3833 School Liaison Program

The Village provides Liaison officers at both the junior and high schools. This accounts for the reimbursements from District #4 and District #88 for the liaisons.

3839 Public Safety

This line item accounts for quarterly payments for fair share revenue associated with the Du Meg drug enforcement agency.

3860 Rentals & Concessions

Rent monies are received from a variety of telecommunication companies for the privilege of putting their antennae on Village property. The Village also receives rent from DuPage County for use of the Village's boardroom as a satellite traffic court.

3861 Contributions and Donations

In prior years, this included annual contributions of \$10,000 for CATV scholarships and \$34,000 for the CATV operating grant, both of which come from the local cable television provider. The current renewal includes an annual PEG payment for equipment replacement/upgrades.

3899 Miscellaneous Revenues

Includes fees charged for stray grocery cart pickup, booth rentals for the Thursday night community events and other miscellaneous charges.

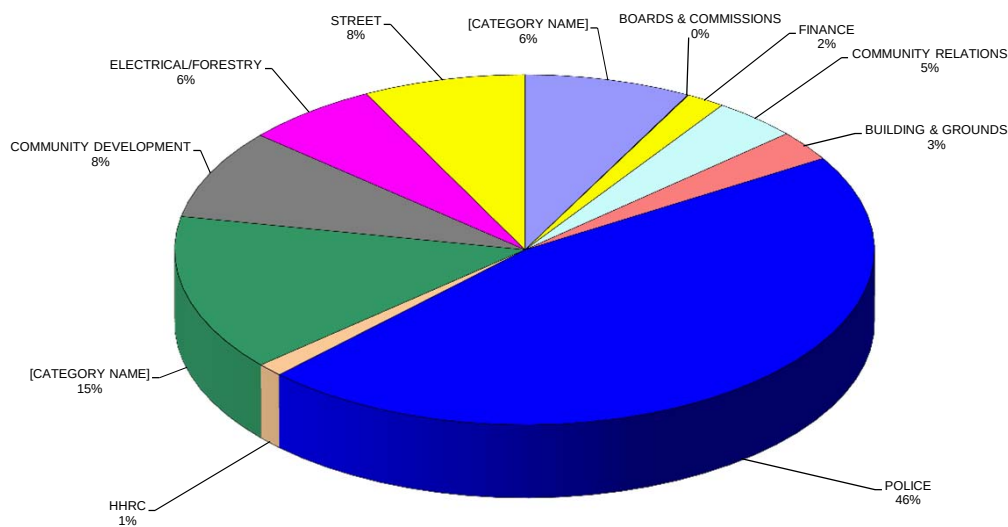
3970 Transfer from Police Pension

Payment to the Village for services provided to the Police Pension Fund.

GENERAL FUND (100) EXPENDITURE SUMMARY

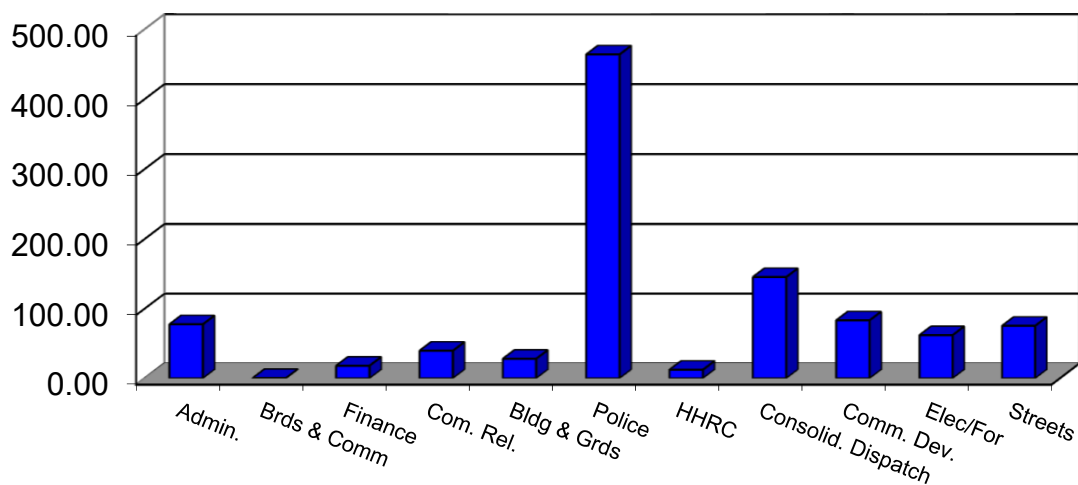
Budget

DEPT NO.	GENERAL FUND	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
1012	ADMINISTRATION	2,216,974	2,343,610	2,878,300	2,850,100	2,212,400	2,347,100	2,395,800
1020	BOARDS & COMMISSIONS	10,228	20,323	13,600	1,500	13,600	28,000	13,600
1040	FINANCE	641,311	661,021	665,300	659,200	739,400	765,200	793,000
1050	COMMUNITY RELATIONS	1,067,184	1,194,410	1,462,100	1,453,800	1,758,100	1,563,600	1,588,000
1060	BUILDING & GROUNDS	608,467	906,298	1,035,800	1,025,200	1,161,100	1,032,100	1,065,800
1510	POLICE	15,455,348	16,595,792	17,140,400	17,102,500	17,851,400	18,132,400	18,758,200
1520	HENRY HYDE RESOURCE CENTER	409,510	467,017	451,100	482,400	460,100	480,800	496,800
1530	CONSOLIDATED DISPATCH CENTER	3,808,584	5,297,182	5,380,100	5,854,600	5,598,900	5,893,600	6,149,800
2010	COMMUNITY DEVELOPMENT	2,794,396	3,063,026	3,139,100	3,249,700	3,230,700	3,245,800	3,370,600
2510	ELECTRICAL & FORESTRY	2,154,018	2,182,532	2,460,600	2,423,100	2,357,800	2,352,700	2,369,900
2520	STREET	2,514,958	2,553,842	2,794,900	2,856,500	2,989,200	2,937,000	2,959,400
TOTAL EXPENDITURES		31,680,978	35,285,053	37,421,300	37,958,600	38,372,700	38,778,300	39,960,900
TOTAL REVENUES		33,179,026	35,159,594	36,194,800	36,477,600	37,309,300	38,441,200	39,613,260
BEGINNING FUND BALANCE		10,707,769	12,205,817		12,080,358	10,599,358	9,535,958	9,198,858
SURPLUS (DEFICIT)		1,498,048	(125,459)	(1,226,500)	(1,481,000)	(1,063,400)	(337,100)	(347,640)
ENDING FUND BALANCE (Unassigned)		12,205,817	12,080,358		10,599,358	9,535,958	9,198,858	8,851,218



GENERAL FUND (100) PER CAPITA COST

	2019-20 BUDGET	COST PER CAPITA (pop 2010 36,942)
ADMINISTRATION	\$ 2,212,400	\$59.89
BOARDS & COMMISSIONS	13,600	\$0.37
FINANCE	739,400	\$20.02
COMMUNITY RELATIONS	1,758,100	\$47.59
BUILDING & GROUNDS	1,161,100	\$31.43
POLICE DEPARTMENT	17,851,400	\$483.23
HENRY HYDE RESOURCE CENTER	460,100	\$12.45
CONSOLIDATED DISPATCH CENTER	5,598,900	\$151.56
COMMUNITY DEVELOPMENT	3,230,700	\$87.45
ELECTRICAL/FORESTRY	2,357,800	\$63.82
STREET	2,989,200	\$80.92
TOTAL	<u>\$ 38,372,700</u>	<u>\$1,038.73</u>

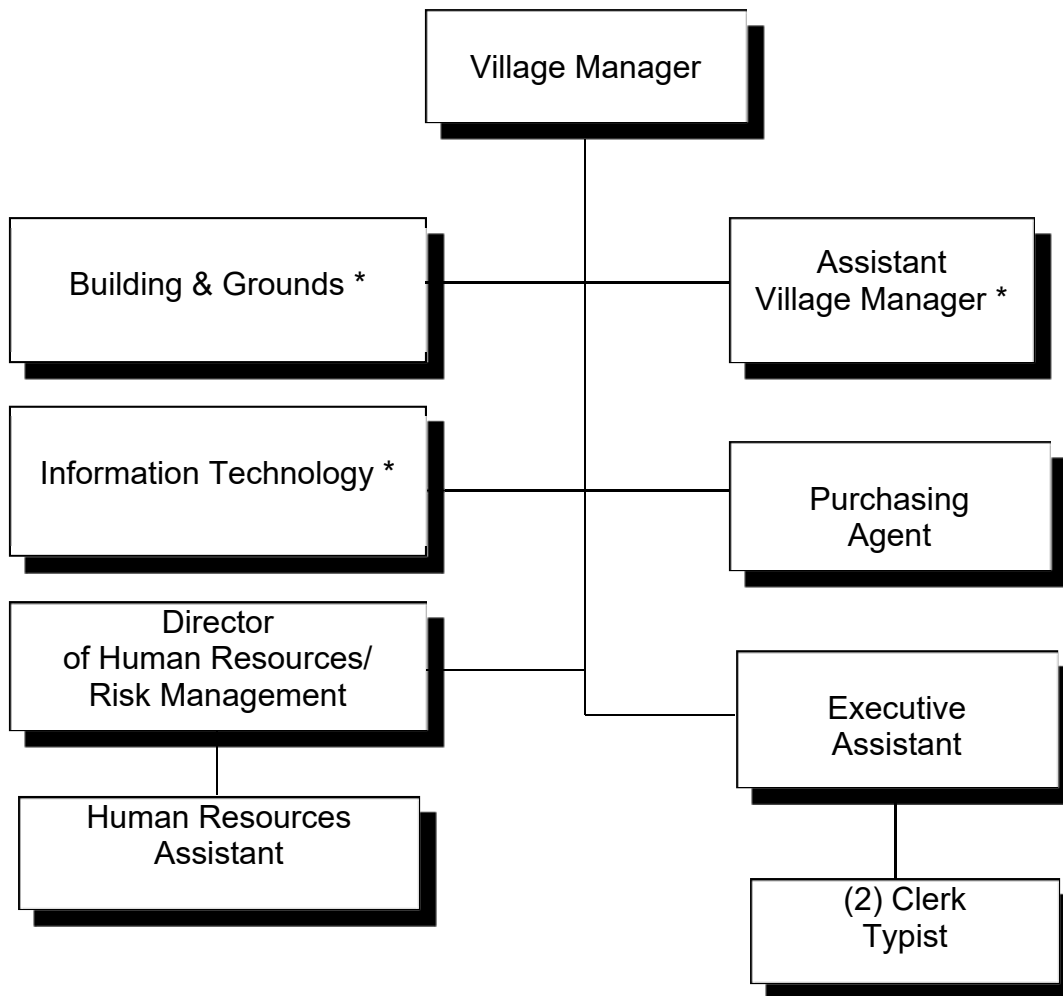




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ADMINISTRATION

Organization Structure



* Not charged to this budget

ADMINISTRATION

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

This budget provides funds for the operation of the offices of the Elected Officials, the Village Manager, the Central Administrative Offices, and the costs associated with the centralization of personnel, purchasing, and risk management functions in this department. This budget also provides the majority of funding for Village legal expenses and the costs associated in providing for the undertaking and transcription of meeting minutes for the Board and certain advisory boards, committees and commissions. This budget also provides funding for the Village's membership in a number of municipal organizations, including the DuPage Mayors and Managers Conference and the Illinois Municipal League.

The Village is governed by an elected Mayor, who serves as the Chief Executive Officer, and six (6) Village Trustees who serve as the legislative and policy making body. The Village Clerk is elected and responsible for maintaining all legal documents of the Village, issuance of State of Illinois licenses, acting as Deputy Registrar for the county, state and federal level, codification of the Village Code and acts as liaison between Elected Officials and Village Staff. The Clerk is assisted by a Deputy Village Clerk.

The Village Manager is the Village's Chief Administrative Officer, and is appointed by the Mayor with the advice and consent of the Village Board of Trustees. The Village Manager directs the activities of all Village departments in accordance with State of Illinois law and Village Board policy.

Human Resources

The Director of Human Resources/Risk Management serves as the manager of this function with the assistance of the Human Resources Assistant. The Human Resources Division is responsible for oversight of all recruitment, employment, promotion, evaluation, discipline and compensation activities relative to Village employees. This office is responsible for record keeping, employee benefit programs, union and non-union labor relations activities as well as statutory compliance.

Risk Management

As Risk Manager, the Director of Human Resources/Risk Management, with the assistance of the Village's Department Heads, the Human Resources Assistant, Village Safety Committees, and Executive Safety Committee, administers the Village's self-insured property, casualty, general and liability, workers' compensation and employee health benefits plan. The Director of Human Resources/Risk Management oversees the Village's safety program and serves as the Village's delegate on the Board of Directors of the Intergovernmental Risk Management Agency (IRMA).

ADMINISTRATION

Narrative (Cont'd)

DESCRIPTION OF DEPARTMENTAL ACTIVITIES (Cont'd)

Purchasing

The Village's Purchasing Agent, reporting to the Village Manager, is responsible for coordinating the acquisition of all goods, equipment and services required for Village operations; and, to formulate and assist all other departments with formal bids for capital improvements and major equipment purchase(s).

The Purchasing Division of this department utilizes a database of vendors and suppliers on an existing software program owned by the Village to increase purchasing efficiency and reduce costs. The Purchasing Agent follows the Village's adopted Purchasing Policy and is responsible for making recommendations for updating the policy to reflect cost effectiveness and changes in local, state and federal laws governing purchasing procedures.

Economic Development/Business Retention

With the direction of the Mayor, the Village Board and the Village Manager, the Assistant Village Manager oversees the economic development and business retention program for the Village of Addison. This function is geared toward fostering a healthy business environment for existing establishments in Addison as well as attracting outside business into the Village. It also includes Tax Increment Financing (TIF) District management and other incentive programs. The business retention component of this program works with current Addison businesses in an effort to create and then maintain open lines of communication between Village officials and business owners.

FY 2019-20 Key Objectives

Strategic Priority 1: Civic Engagement

- a. Increased involvement in community events
 - Through annual contributions made to such organizations as: Northeast DuPage Family and Youth Services (NEDFYS), Addison Center for the Arts, and Township/Transit, the Village of Addison is actively engaged in the community of the residents it serves.

Strategic Priority 2: Employee Development

- a. Fully-trained and capable employees
 - Provide training to supervisors and staff utilizing the training resources offered through the Employee Assistance Program (EAP), IRMA, DuPage Mayors and Managers, Illinois Public Employer Labor Relations Association (IPELRA), Village Counsel, etc.

ADMINISTRATION

Narrative (Cont'd)

FY 2019-20 Key Objectives (Cont'd)

Strategic Priority 2: Employee Development (Cont'd)

a. Stable and qualified employees

- Administer the Employee Assistance Program (EAP). The EAP will assist needy or troubled employees by offering resources to address their personal and/or performance issues. Employee utilization of the resources offered by an EAP, when needed, will increase the chance that employees will be more productive and focused members of the Village of Addison work-team.
- The EAP will also help retain and stabilize the Village of Addison work-team by helping to address and mitigate those personal and/or performance issues certain employees may be having, issues that may cause them to perform unsatisfactorily. Mitigating performance and/or personal issues via an EAP before they turn into bigger issues requiring discipline, benefits everyone in the organization.

b. Competitive Compensation Package

- The Village will continue to implement the compensation changes that were approved in the fall of 2018 as a result of a compensation study conducted by Human Resources in late 2017. The study consisted of evaluating the Village's entire compensation and benefit package compared to its comparable communities. The goal of this study is to determine if the employee compensation and benefit package is competitive with our comparable communities. Such a priority will have the effect of helping to recruit and retain the most qualified Village staff.
- The Village will negotiate the first labor contract with the Dispatchers in the Addison Consolidated Dispatch Center. The goal of the process will be to settle on an agreement that is acceptable to the Village and its Dispatchers, one that prioritizes the finding of an agreement that is competitive with our comparable communities. Such a priority will have the effect of helping to recruit and retain the most qualified Dispatchers.

ADMINISTRATION

Narrative (Cont'd)

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$2,343,610	\$2,850,100	\$2,212,400
Number of Employees	8	9	9
HUMAN RESOURCES			
Outputs			
Number of Positions Recruited	27	25	25
Number of Applicants for Employment	426	350	325
Effectiveness			
Number of Employment Separations	20	16	15
Number of Employee Grievances	2	0	0
Efficiency			
Percentage Increase in Medical Premium	1.5%	(-1.6)%	4%
Percentage Increase in Dental Premium	0%	3.4%	4%
Overall Increase in Health Premiums	4.9%	(-1.3)%	4%
RISK MANAGEMENT			
Outputs			
Total Number of Claims	79	75	72
Effectiveness			
Number of Workers Compensations Claims	14	10	10
Number of Property Claims	46	42	45
Number of Auto Property claims	9	10	10
Efficiency			
Experience Modifier (Credit) Deducted from Premium	Added to \$141,234	Added to \$25,279	Added to \$50,000
Interest Income Credit Received on Premium Due	\$154,744	\$262,041	\$0
PURCHASING			
Outputs			
Number of Purchase Orders	1,795	1,986	2,000
Number of Bids Processed	28	27	28
Efficiency			
Purchase Order-to-Order Placement (hours)	48	48	48
Weeks from Bid Distribution to Board Approval	6	6	6

ADMINISTRATION

Personnel Summary

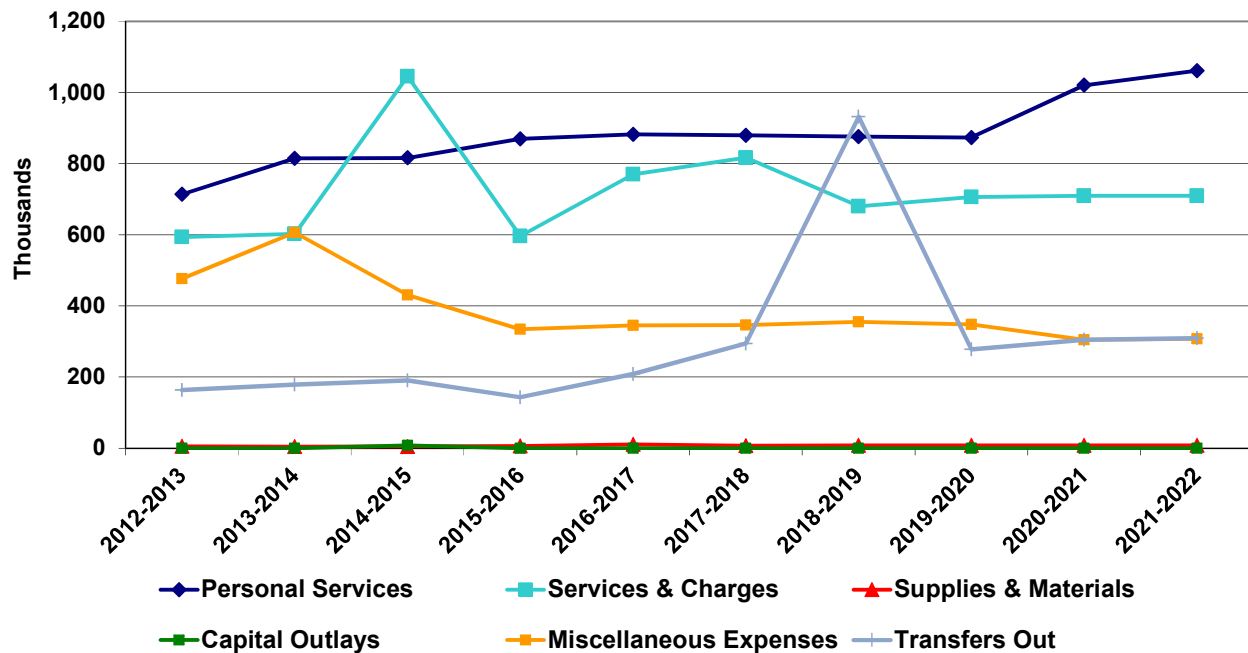
<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Mayor/Liquor Commissioner	0.70	0.70	0.70	0.70	0.70
Village Clerk	0.70	0.70	0.70	0.70	0.70
Village Trustees (6)	4.20	4.20	4.20	4.20	4.20
Village Manager	0.70	0.70	0.70	0.70	0.70
Director of Human Res/Risk Mgmt	0.70	0.70	0.70	0.70	0.70
Purchasing Agent	0.70	0.70	0.70	0.70	0.70
Executive Assistant	0.70	0.70	0.70	0.70	0.70
Human Resources Assistant	0.70	0.70	0.70	0.70	0.70
Special Projects Coordinator	0.70	0.70	0.70	0.70	0.70
Clerk Typist (2)	1.70	1.70	1.70	1.70	1.70
Total Budgeted:	11.50	11.50	11.50	11.50	11.50
Authorized & Unbudgeted:					
None					
Total Authorized:	11.50				

Note: Page 31 summarizes Employee Allocation Between Departments

ADMINISTRATION

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	876,100	873,000	1,020,300	1,060,900
Services & Charges	679,500	705,600	709,600	709,600
Supplies & Materials	7,800	7,800	7,800	7,800
Capital Outlays	0	0	0	0
Miscellaneous Expenses	355,000	347,800	304,800	307,800
Transfers Out	931,700	278,200	304,600	309,700
Total	2,850,100	2,212,400	2,347,100	2,395,800



Please note that effective with the 2018-2019 Budget, Miscellaneous Expenses (Economic Development Incentives and Tax Abatement), Senior Commission, and Blood Bank Commission were moved from the General Ledger to Administration.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1012 - ADMINISTRATION								
PERSONNEL SVCS								
WAGES & SALARIES								
100.1012-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$292,643.00	\$303,157.64	\$510,500.00	\$486,200.00	\$484,100.00	\$600,900.00	\$626,200.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL							Total Amount
	SPECIAL PROJECTS COORDINATOR - 1-17-19	149,113.00	202,736.16	.00	.00	.00	.00	50,700.00
		294.00	20.20	500.00	500.00	500.00	500.00	500.00
100.1012-4002	WAGES CLERICAL							
100.1012-4004	OVERTIME							
100.1012-4006	OTHER PAY	15,671.00	17,078.33	12,000.00	12,000.00	12,000.00	12,000.00	14,000.00
100.1012-4007	PART-TIME	138,293.00	42,335.67	50,900.00	50,900.00	52,000.00	53,300.00	54,000.00
100.1012-4017	ELECTED OFFICIALS	43,747.00	55,049.88	50,100.00	50,100.00	50,100.00	50,100.00	50,100.00
100.1012-4020	SICK PAY	9,033.00	11,963.18	12,500.00	8,500.00	12,500.00	12,900.00	13,500.00
	WAGES & SALARIES Totals	\$648,794.00	\$632,341.06	\$636,500.00	\$608,200.00	\$611,200.00	\$729,700.00	\$758,300.00
TAXES & BENEFITS								
100.1012-4009	I.M.R.F.	79,239.00	75,142.33	74,900.00	70,300.00	59,500.00	72,100.00	74,800.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL							Total Amount
	SPECIAL PROJECTS COORDINATOR - 1-17-19							54,200.00
								5,300.00
						BOARD REVIEW Totals		\$59,500.00
100.1012-4010	SOCIAL SECURITY	42,872.00	43,665.65	48,900.00	50,200.00	47,100.00	56,300.00	58,300.00
	Budget Transactions							
	Level							
	Transaction							Total Amount
	ORIGINAL							43,300.00
	SPECIAL PROJECTS COORDINATOR - 1-17-19							3,800.00
						BOARD REVIEW Totals		\$47,100.00
100.1012-4012	HEALTH INSURANCE	108,444.00	116,788.04	125,500.00	132,400.00	138,200.00	145,200.00	152,500.00
	Budget Transactions							
	Level							
	Transaction							Total Amount
	ORIGINAL							117,500.00
	SPECIAL PROJECTS COORDINATOR - 1-17-19							20,700.00
						BOARD REVIEW Totals		\$138,200.00
100.1012-4016	UNEMPLOYMENT COMPENSATION	3,261.00	11,435.00	15,000.00	15,000.00	17,000.00	17,000.00	17,000.00
	TAXES & BENEFITS Totals	\$233,816.00	\$247,031.02	\$264,300.00	\$267,900.00	\$261,800.00	\$290,600.00	\$302,600.00
	PERSONNEL SVCS Totals	\$882,610.00	\$879,372.08	\$900,800.00	\$876,100.00	\$873,000.00	\$1,020,300.00	\$1,060,900.00
SERVICES & CHARGES								
100.1012-4150	IRMA INSURANCE	11,752.00	8,400.00	10,000.00	8,000.00	11,100.00	11,100.00	11,100.00
PROFESSIONAL								
100.1012-4101	PROF SERV ACCT/AUDITING	1,830.00	1,665.81	.00	.00	.00	.00	.00

Budget Year 2020

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1012-4103	PROF SERV LEGAL	529,096.00	565,210.35	425,000.00	425,000.00	450,000.00	450,000.00	450,000.00
	Budget Transactions							
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	450,000.00	450,000.00
						BOARD REVIEW Totals		
						.00	.00	.00
100.1012-4107	PROF SERV MEDICAL	550.00	.00	.00	.00	.00	.00	.00
100.1012-4110	TECH & CONSULT SERVICES	37,759.00	31,936.97	23,700.00	23,700.00	25,000.00	30,000.00	30,000.00
	Budget Transactions							
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	4,000.00	4,000.00
	BOARD REVIEW					1.0000	21,000.00	21,000.00
						BOARD REVIEW Totals		
						\$25,000.00		\$25,000.00
	PROFESSIONAL Totals	\$569,235.00	\$598,813.13	\$448,700.00	\$448,700.00	\$475,000.00	\$480,000.00	\$480,000.00
	COMMUNICATIONS							
100.1012-4115	COMMUNICATIONS-TELEPHONE	14,805.00	15,424.26	17,000.00	17,000.00	17,000.00	17,000.00	17,000.00
100.1012-4116	COMMUNICATIONS-PORABLE DV	1,976.00	(442.44)	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
100.1012-4117	COMMUNICATIONS-POSTAGE	3,527.00	2,629.24	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00
	COMMUNICATIONS Totals	\$20,308.00	\$17,611.06	\$23,700.00	\$23,700.00	\$23,700.00	\$23,700.00	\$23,700.00
	OTHER							
100.1012-4118	COPY REPRODUCTION	3,370.00	4,527.50	3,500.00	3,500.00	4,000.00	4,000.00	4,000.00
100.1012-4120	PUBLIC RELATIONS	62,153.00	76,687.73	79,900.00	79,900.00	71,900.00	71,900.00	71,900.00
	Budget Transactions							
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	15,000.00	15,000.00
	BOARD REVIEW					1.0000	22,200.00	22,200.00
	BOARD REVIEW					1.0000	1,200.00	1,200.00
	BOARD REVIEW					1.0000	29,500.00	29,500.00
	BOARD REVIEW					1.0000	4,000.00	4,000.00
						BOARD REVIEW Totals		
						\$71,900.00		\$71,900.00
100.1012-4120.1021	PUBLIC RELATIONS CULTURAL ARTS COMMISSION	.00	.00	.00	.00	.00	.00	.00
100.1012-4120.1022	PUBLIC RELATIONS HISTORICAL COMMISSION	.00	.00	.00	.00	.00	.00	.00
100.1012-4120.1023	PUBLIC RELATIONS BLOOD BANK COMMISSION	1,395.00	1,457.31	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
100.1012-4120.1028	PUBLIC RELATIONS SENIOR CITIZEN COMMISSION	17,400.00	17,200.00	17,400.00	17,400.00	17,200.00	17,200.00	17,200.00
100.1012-4160	PRINTING	2,022.00	2,625.70	2,500.00	2,500.00	2,600.00	2,600.00	2,600.00
100.1012-4161	PUBLICATION OF NOTICES	126.00	231.69	1,000.00	500.00	1,000.00	1,000.00	1,000.00
100.1012-4163	CONFERENCES	20,619.00	23,838.64	21,200.00	21,200.00	21,600.00	21,600.00	21,600.00
	Budget Transactions							
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	7,000.00	7,000.00
	BOARD REVIEW					1.0000	600.00	600.00
	BOARD REVIEW					1.0000	11,000.00	11,000.00
	BOARD REVIEW					1.0000	4,000.00	4,000.00
						BOARD REVIEW Totals		
						\$22,600.00		\$22,600.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1012-4164	TRAINING	130.00	3,791.42	9,600.00	9,600.00	9,800.00	9,800.00	9,800.00
Budget Transactions								
	Level	Transaction			Number of Units		Cost Per Unit	Total Amount
	BOARD REVIEW	SUPERVISOR TRAINING			1,0000		3,000.00	3,000.00
	BOARD REVIEW	TUITION REIMBURSEMENT			1,0000		6,800.00	6,800.00
					BOARD REVIEW Totals			\$9,800.00
100.1012-4180	REPAIRS & MAINTENANCE	1,894.00	2,020.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
100.1012-4188	REPAIRS MAINT PARKWAYS	.00	.00	.00	.00	.00	.00	.00
100.1012-4192	DUES/SUBSCRIPTIONS	40,493.00	46,297.66	52,000.00	51,000.00	53,200.00	53,200.00	53,200.00
Budget Transactions								
	Level	Transaction			Number of Units		Cost Per Unit	Total Amount
	BOARD REVIEW	AM BEST COMPANY MEMBERSHIP			1,0000		200.00	200.00
	BOARD REVIEW	CHAMBER MEMBERSHIP			1,0000		300.00	300.00
	BOARD REVIEW	CMAP CONTRIBUTION			1,0000		500.00	500.00
	BOARD REVIEW	CRAINS SUBSCRIPTION			1,0000		200.00	200.00
	BOARD REVIEW	DUPAGE MAYORS AND MANAGERS			1,0000		37,000.00	37,000.00
	BOARD REVIEW	EMPLOYEE ASSISTANCE PROGRAM			1,0000		5,900.00	5,900.00
	BOARD REVIEW	IL COMP STATE BAR			1,0000		150.00	150.00
	BOARD REVIEW	IL MUNICIPAL LEAGUE			1,0000		2,400.00	2,400.00
	BOARD REVIEW	IL TAX INCREMENT SUBSCRIPTION			1,0000		450.00	450.00
	BOARD REVIEW	ILLINOIS EMPLOYMENT LAW LETTER			1,0000		400.00	400.00
	BOARD REVIEW	ILLINOIS TOLLWAY			1,0000		200.00	200.00
	BOARD REVIEW	KIWANIS CLUB			1,0000		1,800.00	1,800.00
	BOARD REVIEW	METRO MAYORS CAUCUS			1,0000		500.00	500.00
	BOARD REVIEW	MUNICIPAL CLERKS			1,0000		400.00	400.00
	BOARD REVIEW	MUNICIPAL CLERKS - DUPAGE			1,0000		200.00	200.00
	BOARD REVIEW	NIGP			1,0000		250.00	250.00
	BOARD REVIEW	NOTARY FEES			1,0000		450.00	450.00
	BOARD REVIEW	PUBLIC SALARY MEMBERSHIP			1,0000		400.00	400.00
	BOARD REVIEW	SAMS CLUB			1,0000		900.00	900.00
	BOARD REVIEW	VENDOR REGISTRY SOFTWARE			1,0000			
		BOARD REVIEW Totals						\$53,200.00
100.1012-4199	OTHER SERVICES & CHARGES	18,649.00	12,750.50	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
		OTHER Totals						\$194,800.00
		\$168,251.00	\$191,428.15	\$200,600.00	\$199,100.00	\$195,800.00	\$194,800.00	\$194,800.00
		SERVICES & CHARGES Totals						\$709,600.00
		\$769,546.00	\$816,252.34	\$683,000.00	\$679,500.00	\$705,600.00	\$709,600.00	\$709,600.00
SUPPLIES & MATERIALS								
100.1012-4201	OFFICE SUPPLIES	2,496.00	1,938.97	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
100.1012-4203	CLOTHING SUPPLIES	1,720.00	1,987.84	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00
100.1012-4299	OTHER OPERATING SUPPLIES	6,615.00	3,519.31	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
		SUPPLIES & MATERIALS Totals						\$7,800.00
		\$10,831.00	\$7,446.12	\$7,800.00	\$7,800.00	\$7,800.00	\$7,800.00	\$7,800.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
MISCELLANEOUS								
100.1012-4830.01	ECONOMIC DEVELOPMENT INC CENTENNIAL	69,920.00	67,644.86	63,000.00	63,000.00	45,000.00	.00	.00
100.1012-4830.02	ECONOMIC DEVELOPMENT INC CAPUTOS	1,222.00	.00	5,000.00	5,000.00	5,000.00	7,000.00	10,000.00
100.1012-4830.03	ECONOMIC DEVELOPMENT INC WALMART	264,036.00	268,916.00	275,000.00	275,000.00	275,000.00	275,000.00	275,000.00
100.1012-4830.04	ECONOMIC DEVELOPMENT INC FOXDALE	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
100.1012-4830.05	ECONOMIC DEVELOPMENT INC NEW INCENTIVE	.00	.00	.00	.00	10,000.00	10,000.00	10,000.00
100.1012-4837	TELECOM TAX ABATEMENT	.00	.00	2,000.00	2,000.00	2,800.00	2,800.00	2,800.00
MISCELLANEOUS Totals		\$345,178.00	\$346,560.86	\$355,000.00	\$355,000.00	\$347,800.00	\$304,800.00	\$307,800.00
TRANSFERS OUT								
100.1012-4947	TRANSFER TO TIF #3	.00	.00	.00	.00	.00	.00	.00
100.1012-4947.LOAN	TRANSFER TO TIF #3 LOAN TO TIF #3	.00	.00	625,000.00	625,000.00	.00	.00	.00
100.1012-4962	TRANSFER TO IT	208,809.00	293,978.93	306,700.00	306,700.00	278,200.00	304,600.00	309,700.00
TRANSFERS OUT Totals		\$208,809.00	\$293,978.93	\$931,700.00	\$931,700.00	\$278,200.00	\$304,600.00	\$309,700.00
Department 1012 - ADMINISTRATION Totals		\$2,216,974.00	\$2,343,610.33	\$2,878,300.00	\$2,850,100.00	\$2,212,400.00	\$2,347,100.00	\$2,395,800.00



(BLANK)

BOARDS & COMMISSIONS

Narrative

DESCRIPTION OF DEPARTMENTAL PROGRAMS AND ACTIVITIES

Cultural Arts Development Commission

This Commission was developed to provide the community with cultural enrichment. The Cultural Arts Development Commission works with other related organizations to bring cultural events to the Village. Due to the lagging economy and the opening of the Addison Center for the Arts, funding for this commission has been suspended and no budget presented. A contribution to the Addison Center for the Arts can be found as a subset in the Public Relations line item in the Administration budget.

Addison Historical Commission

The Historical Commission was created to preserve the history of the Village by collecting and displaying historical artifacts at the Historical Museum located in the Balzer House in the Historical District. The Historical District, located across the street from Village Hall on Army Trail Blvd., began taking shape with the purchase of Century House in Fiscal Year 1992-1993. The subsequent purchase and restoration of the historical Balzer House and accompanying Coach House complete the Historical District. Funding for this commission has been suspended and no budget presented. However, costs associated with operating the Historical District can be found in various line items in the Community Relations Department and the Public Building Fund.

Blood Bank Commission

This Commission operates the Addison Life Source Blood Program, of which all Addison residents are members at no charge. This applies to residents and their families, including grandparents, grandparents-in-law, and dependent children living away from home. The program also applies to any hospital throughout the United States and Canada. Funding for this Commission can be found as a subset in the Public Relations line item in the Administration budget.

Senior Citizen Commission

This Commission serves as a liaison between elected officials and senior citizens in the Village of Addison. The members of the Senior Citizen Commission also coordinate various events for the Addison Park District Senior Citizens Club, which currently has over 240 members and meets on a weekly basis. Members of the Senior Citizens Club volunteer their time as greeters in the Addison Police Department lobby on weekdays to help direct court traffic, participate in the Seniors And Law Enforcement Together (S.A.L.T.) program, and help with routine clerical duties such as copying and mass mailings. Some of the social outings include a Red-White-Blue celebration, Royalty Day, Men's Night Out and Ladies Day Fashion and many other programs. Funding for this Commission can be found as a subset in the Public Relations line item in the Administration budget.

BOARDS & COMMISSIONS

Narrative (Cont'd)

DESCRIPTION OF DEPARTMENTAL PROGRAMS AND ACTIVITIES (Cont'd)

Police Commission

The Police Commission was established in 1950 and is responsible for the examination and hiring of new patrol officers, promotions within the force, and discipline where the penalty exceeds five days. The members are appointed by the Mayor with the approval of the Trustees.

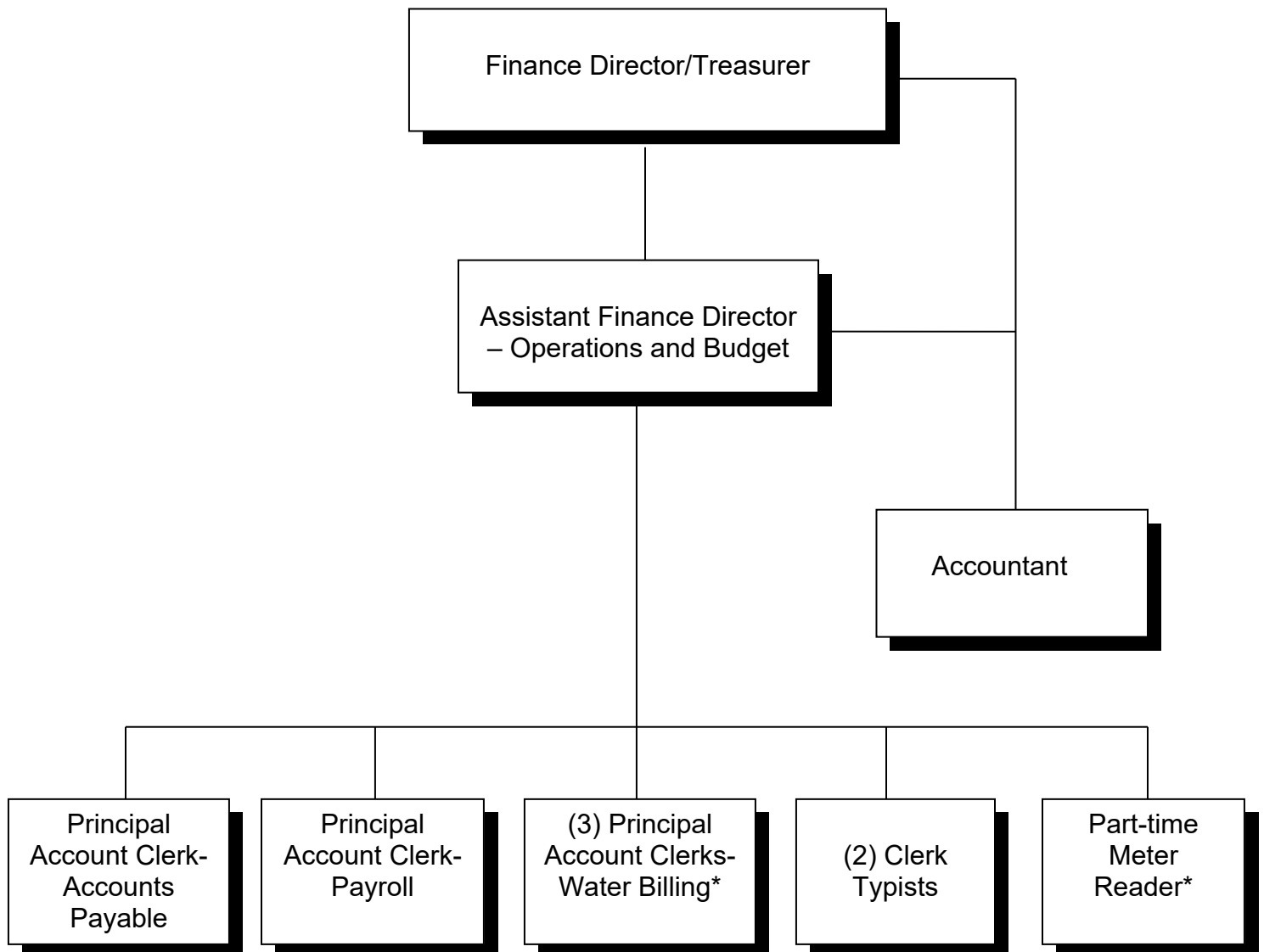
BOARDS & COMMISSIONS

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1020	EXPENDITURES							
100.1012.4120.1023	* BLOOD BANK COMMISSION	1,395	1,457	0	0	0	0	0
100.1012.4120.1028	* SENIOR CITIZEN COMMISSION	17,400	17,200	0	0	0	0	0
100.1012.1029	POLICE COMMISSION	10,228	20,323	13,600	1,500	13,600	28,000	13,600
	TOTAL BOARDS & COMMISSIONS	29,023	38,980	13,600	1,500	13,600	28,000	13,600

* Effective with the FY 18-19 budget, the Blood Bank and Senior Citizen Commissions are included in the Administration Budget as a subset of the Public Relations line item. Therefore, no budget pages are included. Prior year totals are on this summary page only.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1012 - ADMINISTRATION								
Division 1029 - POLICE COMMISSION								
PERSONNEL SVCS								
WAGES & SALARIES								
100.1012.1029-4004 OVERTIME								
WAGES & SALARIES Totals		\$323.00	\$55.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PERSONNEL SVCS Totals		\$323.00	\$55.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SERVICES & CHARGES								
PROFESSIONAL								
100.1012.1029-4110 TECH & CONSULT SERVICES		9,446.00	19,863.74	12,000.00	800.00	12,000.00	26,400.00	12,000.00
PROFESSIONAL Totals		\$9,446.00	\$19,863.74	\$12,000.00	\$800.00	\$12,000.00	\$26,400.00	\$12,000.00
COMMUNICATIONS								
100.1012.1029-4117 COMMUNICATIONS-POSTAGE		.00	.00	500.00	.00	500.00	500.00	500.00
COMMUNICATIONS Totals		\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00
OTHER								
100.1012.1029-4161 PUBLICATION OF NOTICES		26.00	28.75	500.00	100.00	500.00	500.00	500.00
100.1012.1029-4163 CONFERENCES		.00	.00	200.00	100.00	200.00	200.00	200.00
100.1012.1029-4192 DUES/SUBSCRIPTIONS		375.00	375.00	400.00	400.00	400.00	400.00	400.00
OTHER Totals		\$401.00	\$403.75	\$1,100.00	\$600.00	\$1,100.00	\$1,100.00	\$1,100.00
SERVICES & CHARGES Totals		\$9,847.00	\$20,267.49	\$13,600.00	\$1,400.00	\$13,600.00	\$28,000.00	\$13,600.00
SUPPLIES & MATERIALS								
100.1012.1029-4299 OTHER OPERATING SUPPLIES		58.00	.00	.00	100.00	.00	.00	.00
SUPPLIES & MATERIALS Totals		\$58.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00
Division 1029 - POLICE COMMISSION		\$10,228.00	\$20,323.21	\$13,600.00	\$1,500.00	\$13,600.00	\$28,000.00	\$13,600.00

Organization Structure

* 2 Principal Account Clerk and 1 Meter Reader position(s) are not charged to this budget

FINANCE

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Finance Department is managed by the Finance Director who directs and coordinates the fiscal operations of the Village with the help of an Assistant Finance Director. The Department has four primary areas of responsibility. The Finance Director advises and makes recommendations to the Village Board and Administration concerning current and future financial policies and needs. The Finance Director is appointed Treasurer by the Village Board. As custodian of Village funds, the Village Treasurer performs cash flow analysis, invests available funds, and administers pension plans as required by policy or State Statute.

Accounting

This primary area includes administration and control of accounting records in compliance with generally accepted accounting principles and compliance with local ordinances, as well as State and Federal Statutes. Monthly financial and investment reports, in addition to cash and banking reconciliations, are also included.

Audit

A Comprehensive Annual Financial Report (CAFR) is prepared in conformity with the Governmental Accounting Standards Board requirements, using the Governmental Accounting Auditing and Financial Reporting model established by the Government Finance Officers Association. Additional State and local reporting is also part of this primary area.

The Village is audited annually by an external independent accounting firm to assure compliance with accounting standards and reporting along with local, state, and federal regulations. Internal controls are reviewed to assure the safeguard of assets and to prevent irregularities. The Finance Department, throughout the year, works to assure that the Village is in compliance with financial and reporting regulations, and ensure that internal controls are maintained.

Operations

This primary area includes direct supervision of water billing, accounts receivable and collections (front counter) in the day-to-day interactions with residents and customers, both internal and external. Also included in this area is the processing of payments received by the Village for water bills, permits, tickets, vehicle stickers and various other payments along with the payroll and accounts payable processes.

Budget

This primary area includes responsibility for the preparation, presentation, and administration of the annual Village budget. Trend analysis of revenues and expenditures are reviewed and projected during the budget process. The budget document is a planning, control, and measurement policy of the Village. The current budget presents current year plus two projected years. Once adopted by the Village Board, the control and measurement process of budget administration begins. The annual audit also reviews and measures Village budget performance.

Narrative (Cont'd)

FY 2019-20 Key Objectives**Strategic Priority 2: Community Image**

- c. An educated community on quality of life issues
 - Continue providing Budget and Comprehensive Annual Financial Report (CAFR) online.
 - Continue providing information on how to prevent high water usage.
 - Continue achieving the GFOA Distinguished Budget Presentation Award and the Certificate of Achievement for Excellence in Financial Reporting.
 - Continue maintaining and/or improving current bond rating of AA+ with Fitch Rating Agency and AA with Standard & Poor's Rating Agency.

Strategic Priority 4: Infrastructure

- a. Improved productivity via technology
 - Continue to collaborate with IT Department during installation and implementation of new financial software.

Strategic Priority 5: Civic Engagement

- b. Improved efficiency of customer service operations
 - Continue selling vehicle stickers at Senior Club meetings.
 - Continue researching and implementing internet payment processes.

Strategic Priority 6: Employee Development

- a. Fully trained and capable employees
 - Continue training and developing staff.

FINANCE

Narrative (Cont'd)

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$661,021	\$659,200	\$739,400
Number of Employees	11	11	11
Outputs			
Comprehensive Annual Financial Report	1	1	1
Budget Document	1	1	1
Utility Accounts Bills	58,881	59,039	59,050
Final-Billed Accounts	775	700	750
Accounts Payable Checks Issued	4,060	4,070	4,100
Payroll Checks Issued	7,355	7,400	7,450
Effectiveness			
Bond Rating (Desire:AAA)	AA+	AA+	AA+
GFOA Award	100%	100%	100%
% of Estimated Utility Bills	.003%	.004%	.005%

FINANCE

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Finance Director	0.55	0.55	0.55	0.55	0.55
Asst Finance Director - O & B	0.55	0.55	0.55	0.55	0.55
Accountant	0.55	0.55	0.55	0.55	0.55
Principal Account Clerk (5)~	1.65	1.65	1.65	1.65	1.65
Clerk Typist (2)	0.50	0.50	0.50	0.50	0.50
Part-Time Meter Reader~	0.00	0.00	0.00	0.00	0.00
Seasonal/Part-Time	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	4.80	4.80	4.80	4.80	4.80
Authorized and Unbudgeted:					
None					
Total Authorized:	4.80				

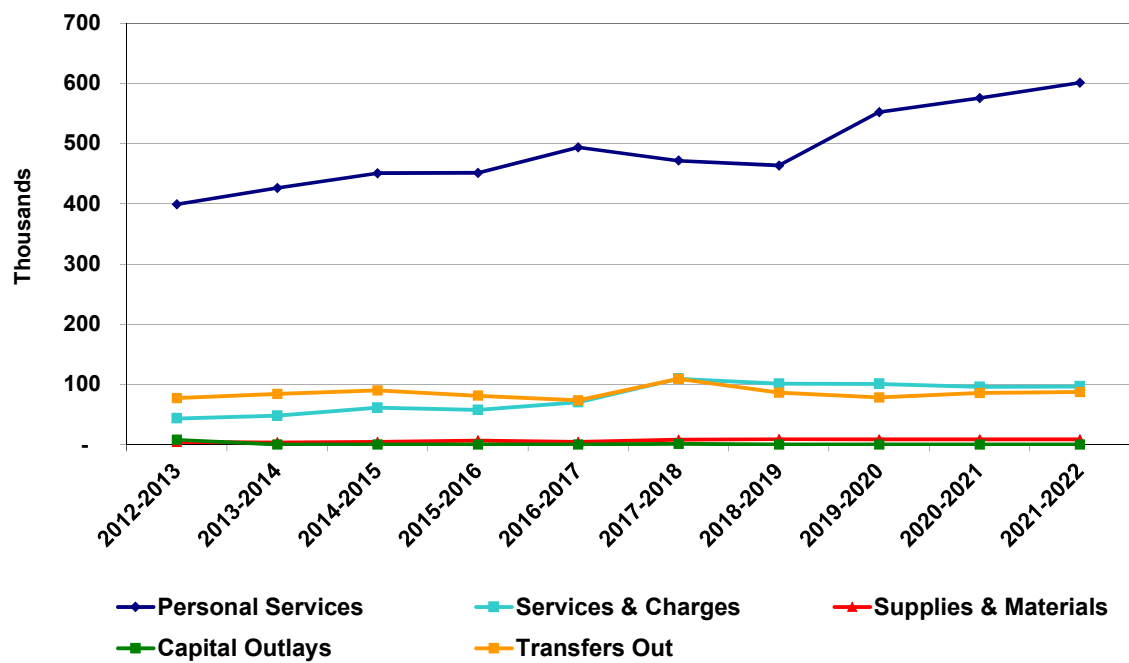
Note: Page 31 summarizes Employee Allocation Between Departments

~2 Principal Account Clerk & 1 Part-Time Meter Reader position(s) are not charged to this budget.

FINANCE

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	463,200	552,100	575,500	601,100
Services & Charges	101,100	100,700	95,700	96,400
Supplies & Materials	8,900	8,600	8,600	8,600
Capital Outlays	0	0	0	0
Transfers Out	86,000	78,000	85,400	86,900
Total	659,200	739,400	765,200	793,000



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1040 - FINANCE								
PERSONNEL SVCS								
WAGES & SALARIES								
100.1040-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$234,000.00	\$201,543.82	\$320,100.00	\$315,000.00	\$393,700.00	\$408,600.00	\$424,200.00
100.1040-4002	WAGES CLERICAL	110,140.00	109,321.84	.00	.00	.00	.00	.00
100.1040-4004	OVERTIME	624.00	3,990.59	1,000.00	7,000.00	8,000.00	8,000.00	8,000.00
100.1040-4006	OTHER PAY	4,891.00	4,851.98	6,000.00	7,000.00	6,000.00	6,000.00	6,000.00
100.1040-4007	PART-TIME	17,167.00	22,936.28	29,900.00	6,000.00	.00	.00	.00
100.1040-4020	SICK PAY	4,824.00	5,926.73	5,300.00	5,300.00	6,200.00	6,200.00	6,200.00
	<i>WAGES & SALARIES Totals</i>	\$371,646.00	\$348,571.24	\$362,300.00	\$340,300.00	\$413,900.00	\$428,800.00	\$444,400.00
TAXES & BENEFITS								
100.1040-4009	I.M.R.F.	49,270.00	43,775.86	41,600.00	41,600.00	39,100.00	43,300.00	48,500.00
100.1040-4010	SOCIAL SECURITY	27,369.00	25,875.64	27,300.00	27,300.00	42,600.00	44,000.00	45,900.00
100.1040-4012	HEALTH INSURANCE	45,189.00	34,796.86	46,300.00	54,000.00	56,500.00	59,400.00	62,300.00
	<i>TAXES & BENEFITS Totals</i>	\$121,828.00	\$104,448.36	\$115,200.00	\$122,900.00	\$138,200.00	\$146,700.00	\$156,700.00
	<i>PERSONNEL SVCS Totals</i>	\$493,474.00	\$453,019.60	\$477,500.00	\$463,200.00	\$552,100.00	\$575,500.00	\$601,100.00
SERVICES & CHARGES								
100.1040-4150	IRMA INSURANCE	3,300.00	3,400.00	3,400.00	2,700.00	3,800.00	3,800.00	3,800.00
PROFESSIONAL								
100.1040-4101	PROF SERV ACCT/AUDITING	4,798.00	4,457.11	24,300.00	24,300.00	25,000.00	25,700.00	26,400.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	24,100.00	24,100.00
	BOARD REVIEW					1.0000	400.00	400.00
	BOARD REVIEW					1.0000	500.00	500.00
						BOARD REVIEW Totals		
							\$25,000.00	\$25,000.00
100.1040-4105	PROF SERV DATA PROCESSING	4,882.00	1,351.88	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	1,000.00	1,000.00
	BOARD REVIEW					1.0000	1,000.00	1,000.00
	BOARD REVIEW					1.0000	400.00	400.00
						BOARD REVIEW Totals		
							\$2,400.00	\$2,400.00
100.1040-4107	PROF SERV MEDICAL	210.00	680.00	.00	200.00	.00	.00	.00
100.1040-4110	TECH & CONSULT SERVICES	2,200.00	25,778.12	7,500.00	7,500.00	5,500.00	5,500.00	5,500.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	2,000.00	2,000.00
	BOARD REVIEW					1.0000	500.00	500.00
	BOARD REVIEW					1.0000	3,000.00	3,000.00
						BOARD REVIEW Totals		
							\$5,500.00	\$5,500.00
	<i>PROFESSIONAL Totals</i>	\$12,090.00	\$32,267.11	\$34,200.00	\$34,400.00	\$32,900.00	\$33,600.00	\$34,300.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
COMMUNICATIONS								
100.1040-4115	COMMUNICATIONS-TELEPHONE	1,064.00	1,475.49	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00
100.1040-4116	COMMUNICATIONS-PORABLE DV	234.00	(65.47)	.00	100.00	.00	.00	.00
100.1040-4117	COMMUNICATIONS-POSTAGE	3,836.00	3,496.10	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00
	<i>COMMUNICATIONS Totals</i>	\$5,134.00	\$4,906.12	\$5,500.00	\$5,600.00	\$5,500.00	\$5,500.00	\$5,500.00
OTHER								
100.1040-4118	COPY REPRODUCTION	1,673.00	2,692.42	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00
100.1040-4123	REAL ESTATE TAXES	1,085.00	1,106.38	1,200.00	1,700.00	1,700.00	1,700.00	1,700.00
100.1040-4160	PRINTING	5,408.00	4,281.74	3,000.00	3,000.00	4,000.00	4,000.00	4,000.00
100.1040-4161	PUBLICATION OF NOTICES	1,414.00	851.97	1,500.00	2,300.00	1,500.00	1,500.00	1,500.00
100.1040-4163	CONFERENCES	1,532.00	1,401.68	2,000.00	1,000.00	2,000.00	2,000.00	2,000.00
	<i>Budget Transactions</i>							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	1,000.00	1,000.00
	BOARD REVIEW					1.0000	1,000.00	1,000.00
						BOARD REVIEW Totals		
								\$2,000.00
100.1040-4164	TRAINING	650.00	9,384.58	1,000.00	9,000.00	6,700.00	1,000.00	1,000.00
	<i>Budget Transactions</i>							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	1,000.00	1,000.00
	BOARD REVIEW					1.0000	5,700.00	5,700.00
						BOARD REVIEW Totals		
								\$6,700.00
100.1040-4180	REPAIRS & MAINTENANCE	361.00	70.00	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00
	<i>Budget Transactions</i>							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	1,200.00	1,200.00
	BOARD REVIEW					1.0000	500.00	500.00
						BOARD REVIEW Totals		
								\$1,700.00
100.1040-4190	RENTAL-EQUIPMENT	701.00	780.62	700.00	700.00	700.00	700.00	700.00
100.1040-4192	DUES/SUBSCRIPTIONS	1,009.00	750.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00
	<i>Budget Transactions</i>							
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	200.00	200.00
	BOARD REVIEW					1.0000	100.00	100.00
	BOARD REVIEW					1.0000	400.00	400.00
	BOARD REVIEW					1.0000	850.00	850.00
	BOARD REVIEW					1.0000	50.00	50.00
						BOARD REVIEW Totals		
								\$1,600.00
100.1040-4195	BANK CHARGES/VISA FEE	33,366.00	35,192.26	34,000.00	34,000.00	35,000.00	35,000.00	35,000.00
100.1040-4199	OTHER SERVICES & CHARGES	2,413.00	2,636.57	500.00	800.00	1,000.00	1,000.00	1,000.00
	<i>OTHER Totals</i>	\$49,612.00	\$59,148.22	\$49,800.00	\$58,400.00	\$58,500.00	\$52,800.00	\$52,800.00
	<i>SERVICES & CHARGES Totals</i>	\$70,136.00	\$99,721.45	\$92,900.00	\$101,100.00	\$100,700.00	\$95,700.00	\$96,400.00

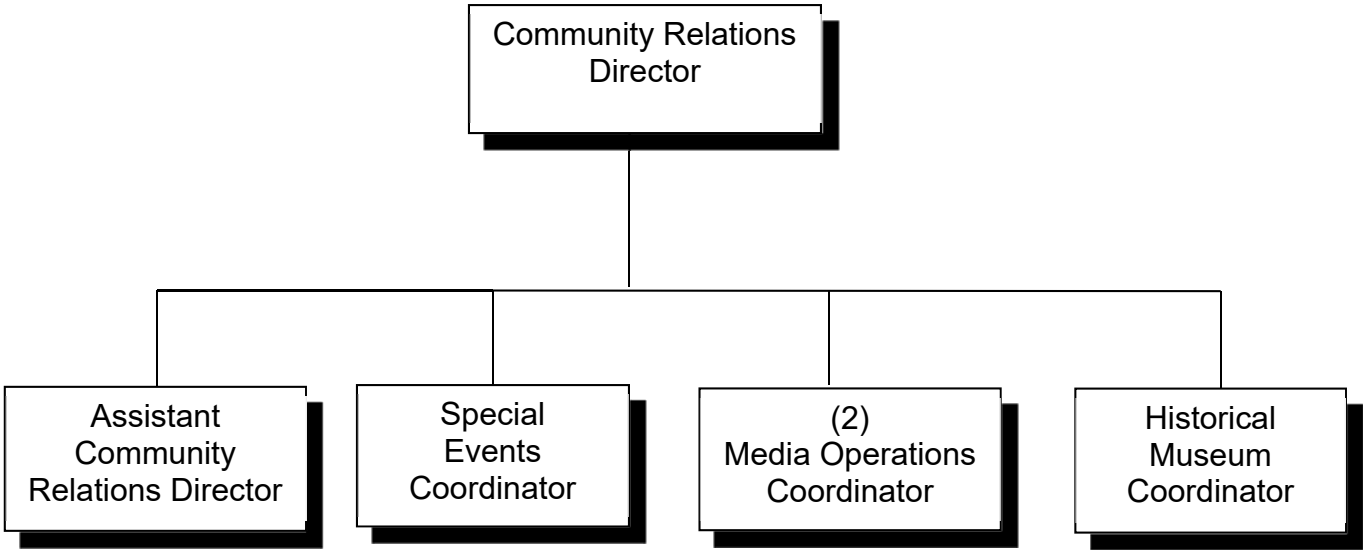
G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
SUPPLIES & MATERIALS								
100.1040-4201	OFFICE SUPPLIES	2,434.00	3,214.54	5,600.00	5,600.00	5,600.00	5,600.00	5,600.00
Budget Transactions								
Level								
Transaction								
OFFICE SUPPLIES								Total Amount
BOARD REVIEW						1,000.00	3,200.00	3,200.00
PRINTER CARTRIDGES & TONER						1,000.00	2,400.00	2,400.00
						BOARD REVIEW Totals		\$5,600.00
100.1040-4203	CLOTHING SUPPLIES	798.00	539.50	800.00	800.00	1,000.00	1,000.00	1,000.00
100.1040-4220	POSTAGE STAMPS-UPS	980.00	(40.00)	1,500.00	1,500.00	1,000.00	1,000.00	1,000.00
100.1040-4299	OTHER OPERATING SUPPLIES	.00	372.82	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions								
Level								
Transaction								
OTHER						1,000.00	500.00	500.00
PRO-SHRED						1,000.00	500.00	500.00
						BOARD REVIEW Totals		\$1,000.00
SUPPLIES & MATERIALS Totals		\$4,212.00	\$4,086.86	\$8,900.00	\$8,900.00	\$8,600.00	\$8,600.00	\$8,600.00
MISCELLANEOUS								
100.1040-4850	BAD DEBT WRITE OFF EXPENSE	.00	.00	.00	.00	.00	.00	.00
MISCELLANEOUS Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAYS								
EQUIPMENT								
100.1040-4304	EQUIPMENT-ELECTRONICS	.00	865.00	.00	.00	.00	.00	.00
EQUIPMENT Totals		\$0.00	\$865.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAYS Totals		\$0.00	\$865.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS OUT								
100.1040-4962	TRANSFER TO IT	73,489.00	103,328.18	86,000.00	86,000.00	78,000.00	85,400.00	86,900.00
TRANSFERS OUT Totals		\$73,489.00	\$103,328.18	\$86,000.00	\$86,000.00	\$78,000.00	\$85,400.00	\$86,900.00
Department 1040 - FINANCE Totals		\$641,311.00	\$661,021.09	\$665,300.00	\$659,200.00	\$739,400.00	\$765,200.00	\$793,000.00



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COMMUNITY RELATIONS

Organization Structure



COMMUNITY RELATIONS

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Community Relations Department delivers “The Addison Advantage” within the Village organization, and the community of Addison, through a series of multi-faceted objectives. The Department is responsible for engagement of the community, through development of projects such as Addison’s Summer of Special Events including the Memorial Day ceremony and events, and the weekly “Rock ‘N Wheels” concerts and food festivals. Other events and operations organized by Community Relations during the year are the Fall Fest, Mayor’s Community Charity Ball, Christmas Tree Lighting, operation of the Addison Historical Museum, and special public forums including the annual “Shape of Addison” town hall meeting, and the biannual Community Inauguration Ceremony.

Community Relations is responsible for promoting transparency and proactive public information including operations and Village production of programming on Addison Community Television, the **VillageAddison** YouTube channel, the Addison Advantage.org and It Happens In Addison.com websites, monthly e-newsletter, weekly e-blasts, a Twitter account and two Facebook pages, “Code Red” emergency notification system, the “Addison Connect” mobile app, and serving as public information officer to the Village’s Emergency Management Team and Emergency Operations Center. In 2018, the Department continued posting messages from the Village departments each weekday on the Village Facebook page.

Community Relations is staffed by the Community Relations Director, Assistant Director, Special Events Coordinator, Historical Museum Coordinator, and two Media Operations Coordinators. The Community Relations Director is appointed by, and reports to, the Village Manager. Department staff represent the Village Manager at the Special Events and Historical advisory commissions, the Mayor’s Community Charity Ball, Inc. board of directors and planning committee, Intergovernmental Public Relations Committee and other area meetings.

During Fiscal Year 2018-2019, the Community Relations Department met a number of goals including completion of phase 3 of the Village Green Improvement Project, increased attendance at the “Rock ‘N Wheels” summer concert fests from the previous season, increased Historical Museum visits by nearly one thousand from the previous year, securing \$25,000 in event sponsor revenue and in-kind sponsorship from businesses, maintaining more than 2,000 subscribers to the Village’s e-newsletter database, and executed plans for the community-wide observance of the Illinois Bicentennial in 2018 through special events, a community parade in coordination with the Medinah Shriners, and Historical Museum exhibits meant to engage diverse stakeholders and increase attention by the community.

Community Relations manages Addison Community Television, the community’s local cable programming service in operation for 36 years. In addition to television programming operations, ACTV programming is streamed live online, and on several platforms, and also through the Village’s You Tube channel **VillageAddison** for increased accessibility to the community’s programming. The Village receives revenue through both cable providers dedicated to fund local cable programming capital and operations.

COMMUNITY RELATIONS

Narrative (Cont'd)

DESCRIPTION OF DEPARTMENTAL ACTIVITIES (Cont'd)

Community Relations Department staff represents the Village on the following agencies:

- Addison Historical Commission (staff liaison)
- Addison Historical Society (staff assistant)
- Addison Special Events Commission (staff liaison)
- American Alliance of Museums (representative)
- Business and Educational Partnership (representative)
- District #4 Early Childhood Collaborative (representative)
- DuPage Convention and Visitors Bureau (alternate representative)
- Illinois Association of Museums (representative)
- Illinois Heritage Association (representative)
- Illinois Historical Society (representative)
- Intergovernmental Public Relations Committee (representative)
- Institute of Electrical and Electronics Engineers (member)
- Kane-DuPage Regional Museum Association (Board member/representative)
- Mayor's Community Charity Ball (Board officer/staff liaison)
- National Information Officers Association (representative)
- O'Hare Noise Compatibility Commission (alternate representative)
- Society of Broadcast Engineers (member)
- Village of Addison Sister Cities (member)

FY 2019-2020 STRATEGIC PLAN INITIATIVES

Strategic Priority #2: Community Image

- a. Fully integrated community – no fragmentation
 - Outreach to schools, seminars, Henry Hyde Resource Center, and faith-based businesses by Fall 2017.
 - Prepare proposed schedule of projects by December 31, 2017.
- b. An educated community on quality of life issues
 - Request program for funding by December 31, 2015.
 - Issue RFP to hire a consultant by Fall 2016.
 - Research & design survey by Fall 2017.
 - Conduct survey by Summer 2017.

COMMUNITY RELATIONS

Narrative (Cont'd)

FY 2019-2020 STRATEGIC PLAN INITIATIVES (Cont'd)

Strategic Priority #5: Civic Engagement

c. Increased involvement in community events

- Determine set of mutually agreed upon events by December 2015.
- Develop Marketing Plan for events and budget for plan by February 2016.
- Present plan to Village Board at budget meeting by April 2016.
- Implement Marketing Plan by May 2016.
- Measure attendance to determine increase by August 2016.

PERFORMANCE MEASURES

Community Television

PROGRAM NAME	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$1,194,410	\$1,453,800	\$1,758,100
Number of Employees	6	6	6
Outputs			
Program Name	# of Programs Produced		
Around Town	6	5	5
Ask Mayor Veenstra	11	10	10
Village Board Meeting	24	24	24
Village Committee Meeting	35	35	35
"Ask Mayor" Phone/E-Mails	14	7	10
District #4 School Board Meeting	12	13	13
Addison Park District Board Meeting	10	11	11
District #88 School Board Meeting	18	22	22
Addison Public Library Board Meeting	11	12	12
Other Village-Produced Programming	42	44	45
ACTV Digest	54	59	60

Special Events/Venue Attendance

EVENT NAME	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
"Rock 'N Wheels" (<i>weekly average</i>)	1,000	1,500	1,500
Fall Fest (<i>one-day total</i>)	200	300	300
Christmas Tree Lighting (<i>one-day total</i>)	1,000	1,200	1,200
Historical Museum Visits (<i>annual total</i>)	2,500	3,600	3,800

COMMUNITY RELATIONS

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Director of Community Relations	1.00	1.00	1.00	1.00	1.00
Asst Dir of Community Relations	1.00	1.00	1.00	1.00	1.00
Media Production Coordinator (2)	2.00	2.00	2.00	2.00	2.00
Special Events Coordinator	1.00	1.00	1.00	1.00	1.00
Museum Coordinator(Hist Com)	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	6.00	6.00	6.00	6.00	6.00

Authorized and Unbudgeted:

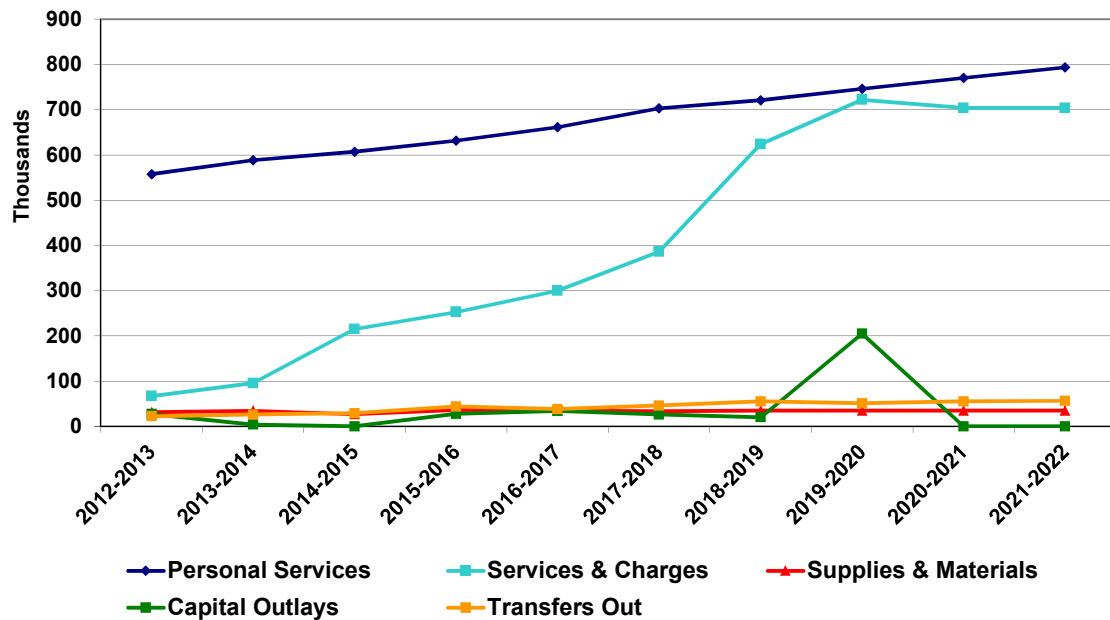
None

Total Authorized: 6.00

COMMUNITY RELATIONS

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	720,500	745,800	770,000	793,400
Services & Charges	623,400	721,700	703,700	703,700
Supplies & Materials	34,600	34,600	34,600	34,600
Capital Outlays	20,000	205,000	0	0
Transfers Out	55,300	51,000	55,300	56,300
Total	1,453,800	1,758,100	1,563,600	1,588,000



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1050 - COMMUNITY RELATIONS								
PERSONNEL SVCS								
WAGES & SALARIES								
100.1050-4001 SALARIES & WAGES (PREV SAL ADMINISTRATIVE)		\$449,610.00	\$481,789.57	\$502,100.00	\$500,000.00	\$526,900.00	\$542,300.00	\$557,600.00
100.1050-4006 OTHER PAY		5,794.00	4,457.24	6,000.00	5,500.00	6,000.00	6,000.00	6,000.00
100.1050-4007 PART-TIME		918.00	.00	.00	.00	.00	.00	.00
100.1050-4020 SICK PAY		11,987.00	12,503.19	13,400.00	8,000.00	13,400.00	14,200.00	14,200.00
	WAGES & SALARIES Totals	\$468,309.00	\$498,750.00	\$521,500.00	\$513,500.00	\$546,300.00	\$562,500.00	\$577,800.00
TAXES & BENEFITS								
100.1050-4009 I.M.R.F.		62,268.00	64,684.74	65,600.00	63,000.00	56,800.00	58,500.00	60,100.00
100.1050-4010 SOCIAL SECURITY		36,009.00	38,452.04	39,500.00	38,000.00	41,400.00	42,600.00	43,800.00
100.1050-4012 HEALTH INSURANCE		94,554.00	101,238.94	106,800.00	106,000.00	101,300.00	106,400.00	111,700.00
	TAXES & BENEFITS Totals	\$192,831.00	\$204,375.72	\$211,900.00	\$207,000.00	\$199,500.00	\$207,500.00	\$215,600.00
	PERSONNEL SVCS Totals	\$661,140.00	\$703,125.72	\$733,400.00	\$720,500.00	\$745,800.00	\$770,000.00	\$793,400.00
SERVICES & CHARGES								
100.1050-4150 IRMA INSURANCE		7,800.00	5,300.00	5,900.00	4,700.00	6,500.00	6,500.00	6,500.00
PROFESSIONAL								
100.1050-4101 PROF SERV ACCT/AUDITING		1,830.00	1,665.54	.00	.00	.00	.00	.00
100.1050-4105 PROF SERV DATA PROCESSING		352.00	.00	.00	.00	.00	.00	.00
100.1050-4107 PROF SERV MEDICAL		205.00	.00	.00	.00	.00	.00	.00
100.1050-4110 TECH & CONSULT SERVICES		40,578.00	41,166.00	41,400.00	41,400.00	34,800.00	34,800.00	34,800.00
	Budget Transactions							
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	15,000.00	15,000.00
	BOARD REVIEW					1.0000	6,600.00	6,600.00
	BOARD REVIEW					1.0000	13,200.00	13,200.00
						BOARD REVIEW Totals		\$34,800.00
	PROFESSIONAL Totals	\$42,965.00	\$42,831.54	\$41,400.00	\$41,400.00	\$34,800.00	\$34,800.00	\$34,800.00
COMMUNICATIONS								
100.1050-4115 COMMUNICATIONS-TELEPHONE		9,417.00	9,036.98	4,800.00	9,600.00	4,800.00	4,800.00	4,800.00
	Budget Transactions							
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	CELL PHONES					1.0000	3,700.00	3,700.00
	REGULAR PHONES					1.0000	1,100.00	1,100.00
						BOARD REVIEW Totals		\$4,800.00
100.1050-4116 COMMUNICATIONS-PORTABLE DV		275.00	(471.88)	.00	1,400.00	.00	.00	.00
100.1050-4117 COMMUNICATIONS-POSTAGE		49.00	192.84	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	COMMUNICATIONS Totals	\$9,741.00	\$8,757.94	\$5,800.00	\$12,000.00	\$5,800.00	\$5,800.00	\$5,800.00
UTILITIES								
100.1050-4170 PUBLIC UTIL GAS-HEAT		1,710.00	2,095.65	1,500.00	1,000.00	1,500.00	1,500.00	1,500.00
	UTILITIES Totals	\$1,710.00	\$2,095.65	\$1,500.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00
OTHER								
100.1050-4118 COPY REPRODUCTION		257.00	657.80	500.00	600.00	500.00	500.00	500.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1050-4120	PUBLIC RELATIONS	223,876.00	309,737.38	526,900.00	526,900.00	635,900.00	617,900.00	617,900.00
Budget Transactions								
Level/	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	DP CONVENTION & VISITOR BUREAU					1.0000	14,000.00	14,000.00
BOARD REVIEW	FALL FEST					1.0000	10,000.00	10,000.00
BOARD REVIEW	GIFT ITEMS					1.0000	7,500.00	7,500.00
BOARD REVIEW	HISTORICAL BOOK REPRINT & ADDENDUM - MGR RVW 12-11-18					1.0000	18,000.00	18,000.00
BOARD REVIEW	HISTORICAL BOOK UPDATE					1.0000	14,000.00	14,000.00
BOARD REVIEW	HISTORICAL MUSEUM					1.0000	4,800.00	4,800.00
BOARD REVIEW	MAYORS BALL					1.0000	8,000.00	8,000.00
BOARD REVIEW	MEMORIAL DAY					1.0000	2,000.00	2,000.00
BOARD REVIEW	MISS ADDISON					1.0000	4,000.00	4,000.00
BOARD REVIEW	PARADE					1.0000	10,600.00	10,600.00
BOARD REVIEW	PAST PERFECT ONLINE - MGR RVW 12-11-18					1.0000	600.00	600.00
BOARD REVIEW	REDUCE WEATHER INS - MGR RVW 12-11-18					1.0000	(34,400.00)	(34,400.00)
BOARD REVIEW	SUMMER EVENTS					1.0000	548,000.00	548,000.00
BOARD REVIEW	TREE LIGHTING					1.0000	16,500.00	16,500.00
BOARD REVIEW	USBC WOMENS CHAMPIONSHIP 2021					1.0000	10,000.00	10,000.00
BOARD REVIEW	WEB SITE SERVICE					1.0000	2,300.00	2,300.00
						BOARD REVIEW Totals		\$635,900.00
100.1050-4160	PRINTING	112.00	55.73	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
100.1050-4161	PUBLICATION OF NOTICES	142.00	.00	800.00	800.00	800.00	800.00	800.00
100.1050-4163	CONFERENCES	382.00	763.07	1,200.00	1,200.00	900.00	900.00	900.00
Budget Transactions								
Level/	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	IAM/AMM JOINT MUSEUM CONFERENCE					1.0000	200.00	200.00
BOARD REVIEW	LOCAL MEETINGS					1.0000	700.00	700.00
						BOARD REVIEW Totals		\$900.00
100.1050-4164	TRAINING	3,278.00	678.00	14,500.00	14,500.00	14,500.00	14,500.00	14,500.00
Budget Transactions								
Level/	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	TRAINING					1.0000	4,500.00	4,500.00
BOARD REVIEW	TUITION REIMBURSEMENT					1.0000	10,000.00	10,000.00
						BOARD REVIEW Totals		\$14,500.00
100.1050-4180	REPAIRS & MAINTENANCE	6,105.00	10,971.17	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00
Budget Transactions								
Level/	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	COPIER/FAX/PRINTER					1.0000	2,000.00	2,000.00
BOARD REVIEW	HISTORICAL MUSEUM					1.0000	6,500.00	6,500.00
BOARD REVIEW	STUDIO/CONTROL ROOM					1.0000	7,500.00	7,500.00
						BOARD REVIEW Totals		\$16,000.00

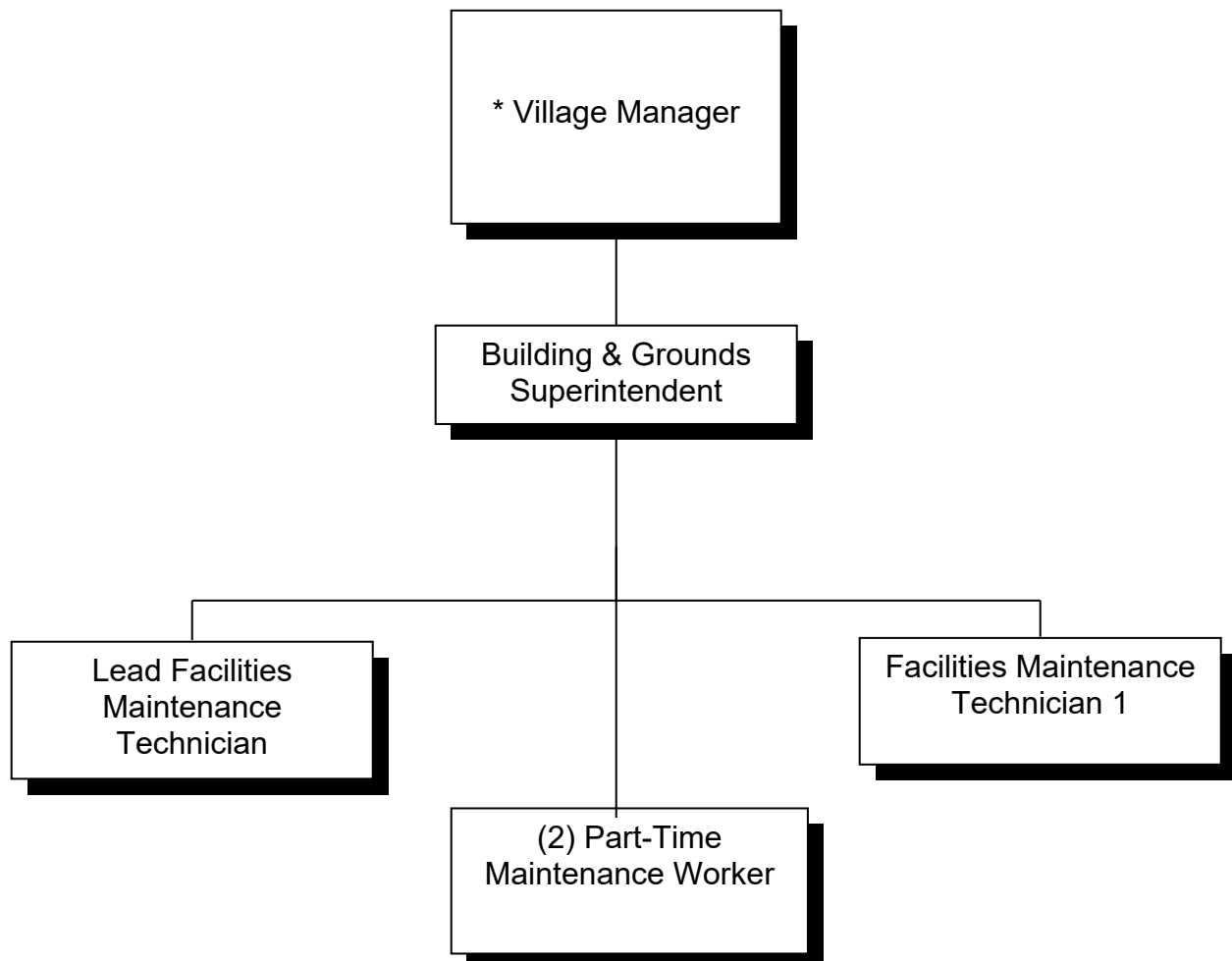
Budget Year 2020

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1050-4192	DUES/SUBSCRIPTIONS	2,481.00	3,383.88	2,300.00	2,300.00	2,500.00	2,500.00	2,500.00
Budget Transactions								
	Level	Transaction		Number of Units		Cost Per Unit		Total Amount
	BOARD REVIEW	ASCAP/BMT LICENSE		1.0000		800.00		800.00
	BOARD REVIEW	HISTORICAL MUSEUM		1.0000		750.00		750.00
	BOARD REVIEW	IEEE/SBE DUES		1.0000		450.00		450.00
	BOARD REVIEW	NIOA		1.0000		100.00		100.00
	BOARD REVIEW	OTHER DUES		1.0000		400.00		400.00
BOARD REVIEW Totals								
100.1050-4199	OTHER SERVICES & CHARGES	819.00	832.83	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
OTHER Totals								
		\$237,452.00	\$327,079.86	\$564,200.00	\$564,300.00	\$655,100.00	\$655,100.00	\$655,100.00
SERVICES & CHARGES Totals								
		\$299,668.00	\$386,064.99	\$618,800.00	\$623,400.00	\$703,700.00	\$703,700.00	\$703,700.00
SUPPLIES & MATERIALS								
100.1050-4201	OFFICE SUPPLIES	1,333.00	2,021.09	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
100.1050-4203	CLOTHING SUPPLIES	978.00	.00	100.00	100.00	100.00	100.00	100.00
100.1050-4299	OTHER OPERATING SUPPLIES	32,196.00	31,463.41	33,000.00	33,000.00	33,000.00	33,000.00	33,000.00
Budget Transactions								
	Level	Transaction		Number of Units		Cost Per Unit		Total Amount
	BOARD REVIEW	AV MONITORING AND SUPPLIES		1.0000		5,000.00		5,000.00
	BOARD REVIEW	BATTERIES AND CHARGERS		1.0000		2,000.00		2,000.00
	BOARD REVIEW	COFFEE		1.0000		1,000.00		1,000.00
	BOARD REVIEW	DIGITAL EDITING		1.0000		4,000.00		4,000.00
	BOARD REVIEW	EXPENDABLES		1.0000		2,000.00		2,000.00
	BOARD REVIEW	HISTORICAL MUSEUM		1.0000		3,000.00		3,000.00
	BOARD REVIEW	LIGHTING AND SUPPLIES		1.0000		4,000.00		4,000.00
	BOARD REVIEW	MISCELLANEOUS		1.0000		2,500.00		2,500.00
	BOARD REVIEW	RECORDING MEDIA AND DISK DRIVES		1.0000		3,000.00		3,000.00
	BOARD REVIEW	REPAIR AND MAINTENANCE SUPPLIES		1.0000		4,000.00		4,000.00
	BOARD REVIEW	SUPPORT		1.0000		2,500.00		2,500.00
BOARD REVIEW Totals								
		\$34,507.00	\$33,484.50	\$34,600.00	\$34,600.00	\$34,600.00	\$34,600.00	\$34,600.00
SUPPLIES & MATERIALS Totals								
CAPITAL OUTLAYS								
EQUIPMENT								
100.1050-4304	EQUIPMENT-ELECTRONICS	33,685.00	26,052.92	20,000.00	20,000.00	205,000.00	.00	.00
Budget Transactions								
	Level	Transaction		Number of Units		Cost Per Unit		Total Amount
	BOARD REVIEW	BOARDROOM HD UPGRADE - MGR RVW 12-11-18		1.0000		150,000.00		150,000.00
	BOARD REVIEW	DIGITAL ASSET MANAGEMENT PHASE 2 - MGR RVW 12-11-18		1.0000		15,000.00		15,000.00
	BOARD REVIEW	IP VIDEO ROUTING PHASE 1 - MGR RVW 12-11-18		1.0000		15,000.00		15,000.00
	BOARD REVIEW	NLE 2 FULL UPGRADE - MGR RVW 12-11-18		1.0000		7,000.00		7,000.00
	BOARD REVIEW	PORTABLE PA SYSTEM - MGR RVW 12-11-18		1.0000		3,000.00		3,000.00
	BOARD REVIEW	STREAMING SERVER UPGRADE - MGR RVW 12-11-18		1.0000		5,000.00		5,000.00
	BOARD REVIEW	STUDIO TELEPROMPTER - MGR RVW 12-11-18		1.0000		5,000.00		5,000.00
	BOARD REVIEW	SYNC GENERATOR - MGR RVW 12-11-18		1.0000		5,000.00		5,000.00
BOARD REVIEW Totals								
		\$33,685.00	\$26,052.92	\$20,000.00	\$20,000.00	\$205,000.00	\$0.00	\$0.00
EQUIPMENT Totals								
		\$33,685.00	\$26,052.92	\$20,000.00	\$20,000.00	\$205,000.00	\$0.00	\$0.00
CAPITAL OUTLAYS Totals								

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
TRANSFERS OUT								
100.1050-4961	TRANSFER TO FLEET SERVICE	4,125.00	2,809.53	3,600.00	3,600.00	3,800.00	3,900.00	4,100.00
100.1050-4962	TRANSFER TO IT	31,059.00	39,872.80	48,700.00	48,700.00	44,200.00	48,400.00	49,200.00
100.1050-4964	TRANSFER TO EQUIP REPL FD	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
TRANSFERS OUT Totals		\$38,184.00	\$45,682.33	\$55,300.00	\$55,300.00	\$51,000.00	\$55,300.00	\$56,300.00
Department	1050 - COMMUNITY RELATIONS	\$1,067,184.00	\$1,194,410.46	\$1,462,100.00	\$1,453,800.00	\$1,758,100.00	\$1,563,600.00	\$1,588,000.00

BUILDING & GROUNDS

Organization Structure



* Not charged to this budget

BUILDING & GROUNDS

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Building and Grounds Department is responsible for maintaining the value and appearance of the Village Hall, Police Department, Evidence facility, Historical District buildings and grounds, Henry J. Hyde Neighborhood Resource Center, and Addison Consolidated Dispatch Center, through timely and cost effective maintenance and repair of structural, mechanical, plumbing and electrical systems, as well as supplying custodial services. In addition, this department is assisting in the design and construction principles of the remodeling of the Henry Hyde Resource Center, south partition, and the current Police Department Dispatch Center. The total area of these facilities will exceed 125,000 square feet. The goal of these efforts is to provide a safe, clean, and productive work environment for Village employees, guests, and the general public who utilize these facilities.

The Building and Grounds Department consists of two (2) full time and two (2) part time maintenance staff under the direct supervision of the Building and Grounds Superintendent. Typical tasks include contracted custodial services, performing routine maintenance and building repairs to plumbing, electrical and mechanical systems, painting, interior and exterior improvements, repairs to the building and roof, snow removal from sidewalks and parking lots, various landscape maintenance and improvements and periodic inspections to provide information for planning of long term capital improvements, all while trying to minimize the need for outside contractors. This department is also responsible for the implementation of programs meant to improve the operational functions in and around these facilities. This department also assists in the setup for meetings of Village staff, Boards and Commissions, outside organizations and other functions held on Village property. Finally, this department receives all deliveries to Village Hall.

FY 2019-2020 Key Objectives

Strategic Priority 4: Infrastructure

b. Improved reliability – hard infrastructure

- Continue working to provide efficient and comprehensive preventive maintenance and repairs for the Village's buildings and all appurtenant equipment and systems; and continue to limit the need for outside repair vendors by performing the job tasks utilizing our current in-house staff.
- Continue to maintain and operate the physical plant of these facilities, in accordance with the needs of the user departments, in part with the assistance of a private cleaning service, and within the parameters of the approved budget.
- Continue to develop a long term, comprehensive replacement program for various building and system components, based on estimates of their useful service lives.

BUILDING & GROUNDS

Narrative (Cont'd)

FY 2019-2020 Key Objectives (Cont'd)

Strategic Priority 4: Infrastructure (Cont'd)

c. Comprehensive facilities plan in place and funded

- Assist in the design, construction and implementation services for the remodeling of the Henry Hyde Resource Center.
- Assist in the design, construction and implementation services for the remodeling of the Addison Police Department's old dispatch center.
- Develop a comprehensive preventative maintenance plan for the building systems at the Consolidated Dispatch Center.

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$906,298	\$1,025,200	\$1,161,100
Number of Employees	3	3	5
Outputs			
Number of Work Requests	4,500	4,500	5,000
Total Square Feet Maintained	125,000	125,000	125,000
# of Preventative Maintenance Work Orders	2,100	2,200	3,000
Effectiveness			
% of Work Requests Completed w/in 24 Hours	100%	100%	100%
Number of Outsourced Dollars	\$365,000	\$500,000	\$500,000
% of Preventive Work Orders	35%	35%	35%
Number of Consecutive Days without a Lost Time Accident	365	365	365
Efficiency			
Janitorial Costs per Square Foot	\$.95	\$1.05	\$1.20
Average Staff Hours per Work Request	2.0	2.0	1.0
Square Footage Maintained per FTE	100,000	100,000	100,000
FTE Cost per Square Foot Maintained	\$2.95	\$2.95	\$2.95

BUILDING & GROUNDS

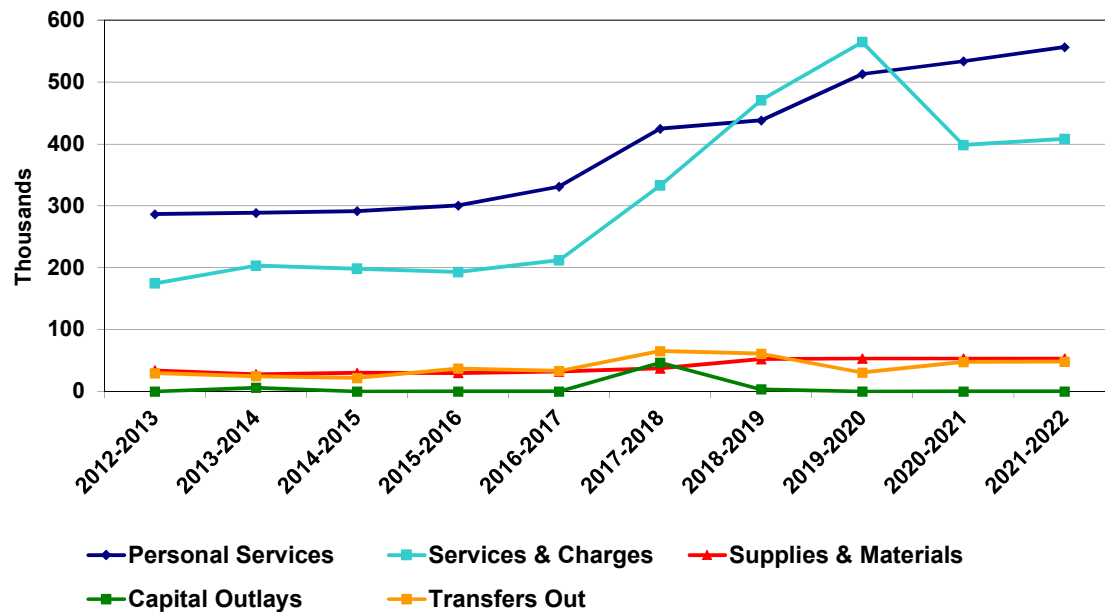
Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Foreman	1.00	1.00	1.00	1.00	1.00
Public Maint Worker I	1.00	1.00	1.00	1.00	1.00
Public Maint Worker III	1.00	1.00	1.00	1.00	1.00
Part-Time Public Maint Worker I (2)	2.00	2.00	2.00	2.00	2.00
Total Budgeted:	5.00	5.00	5.00	5.00	5.00
Authorized & Unbudgeted:					
None					
Total Authorized:	5.00				

BUILDING & GROUNDS

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	438,200	512,900	533,500	556,600
Services & Charges	470,500	564,600	398,100	408,100
Supplies & Materials	52,100	53,100	53,100	53,100
Capital Outlays	3,400	0	0	0
Transfers Out	61,000	30,500	47,400	48,000
Total	1,025,200	1,161,100	1,032,100	1,065,800

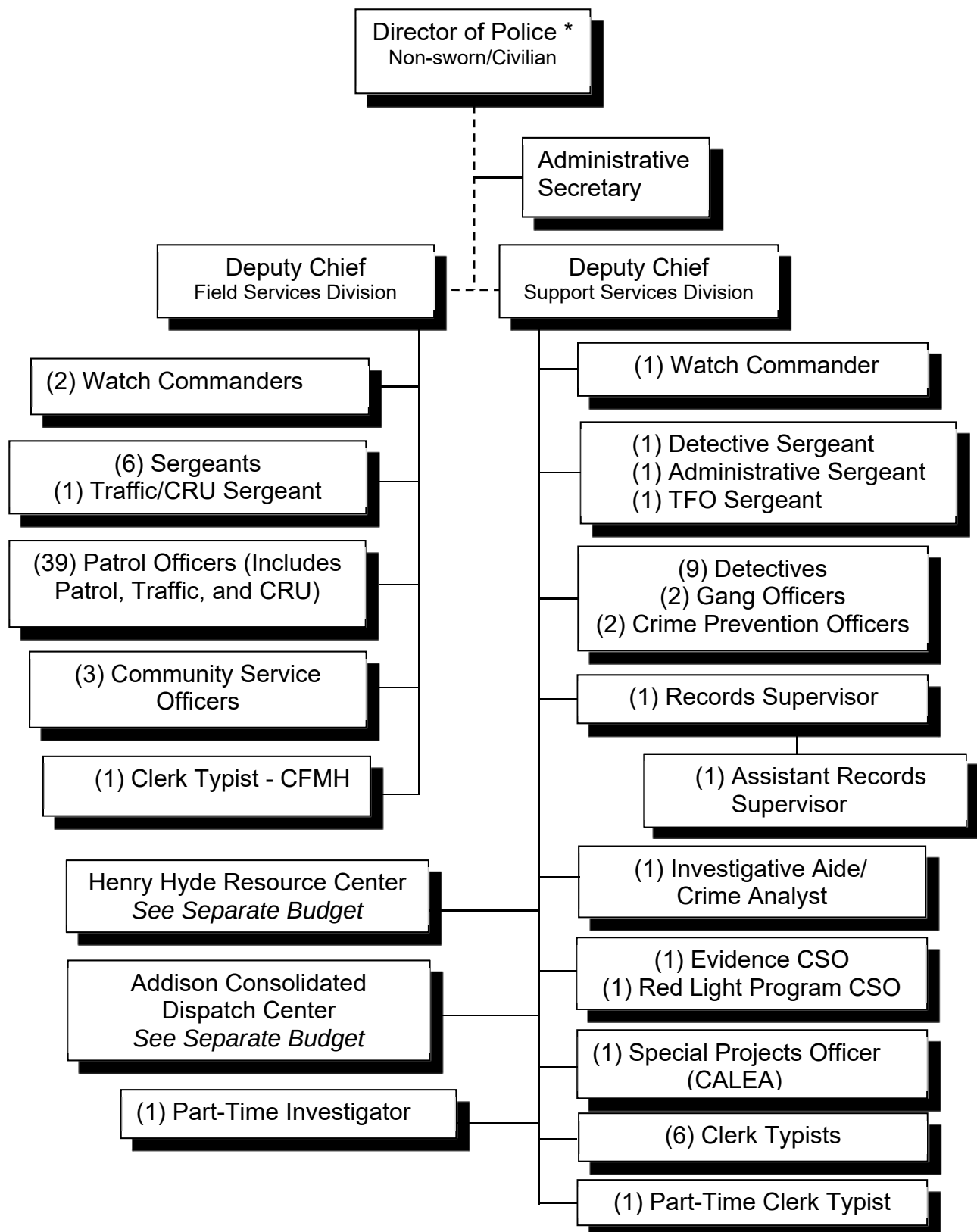


G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund	100 - GENERAL FUND							
EXPENSE								
Department	1060 - BUILDING & GROUNDS							
PERSONNEL SVCS								
WAGES & SALARIES								
100.1060-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$104,564.00	\$114,170.37	\$274,800.00	\$272,000.00	\$296,900.00	\$308,800.00	\$322,300.00
100.1060-4003	WAGES OPERATIONAL	95,516.00	143,400.50	.00	.00	.00	.00	.00
100.1060-4004	OVERTIME	16,598.00	22,414.84	15,000.00	18,400.00	18,000.00	18,000.00	18,000.00
100.1060-4006	OTHER PAY	152.00	3,635.80	2,000.00	3,000.00	3,000.00	3,000.00	3,000.00
100.1060-4007	PART-TIME	.00	.00	.00	.00	44,400.00	46,900.00	49,500.00
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	44,400.00	44,400.00
						BOARD REVIEW Totals		
100.1060-4020	SICK PAY	6,529.00	8,143.75	8,000.00	8,000.00	9,000.00	9,000.00	9,000.00
	WAGES & SALARIES Totals	\$223,359.00	\$291,765.26	\$299,800.00	\$301,400.00	\$371,300.00	\$385,700.00	\$401,800.00
TAXES & BENEFITS								
100.1060-4009	I.M.R.F.							
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW	29,361.00	37,281.06	37,900.00	37,000.00	38,800.00	40,200.00	42,000.00
	BOARD REVIEW					1.0000	4,700.00	4,700.00
						1.0000	34,100.00	34,100.00
						BOARD REVIEW Totals		
100.1060-4010	SOCIAL SECURITY	16,967.00	22,344.81	22,800.00	22,800.00	28,200.00	29,300.00	30,500.00
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	3,400.00	3,400.00
	BOARD REVIEW					1.0000	24,800.00	24,800.00
						BOARD REVIEW Totals		
100.1060-4012	HEALTH INSURANCE	61,384.00	73,049.75	77,400.00	77,000.00	74,600.00	78,300.00	82,300.00
		\$107,712.00	\$132,675.62	\$138,100.00	\$136,800.00	\$141,600.00	\$147,800.00	\$154,800.00
	TAXES & BENEFITS Totals	\$331,071.00	\$424,440.88	\$437,900.00	\$438,200.00	\$512,900.00	\$533,500.00	\$556,600.00
	PERSONNEL SVCS Totals							
SERVICES & CHARGES								
100.1060-4150	IRMA INSURANCE	3,100.00	3,200.00	3,200.00	2,600.00	3,500.00	3,500.00	3,500.00
	PROFESSIONAL							
100.1060-4101	PROF SERV ACCT/AUDITING	1,420.00	1,271.34	.00	.00	.00	.00	.00
100.1060-4107	PROF SERV MEDICAL	.00	.00	200.00	.00	.00	.00	.00
		\$1,420.00	\$1,271.34	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00
	PROFESSIONAL Totals							
COMMUNICATIONS								
100.1060-4115	COMMUNICATIONS-TELEPHONE	1,485.00	2,149.13	2,600.00	2,200.00	2,800.00	2,800.00	2,800.00
100.1060-4116	COMMUNICATIONS-PORTABLE DV	7.00	663.12	.00	700.00	.00	.00	.00
		\$1,492.00	\$2,812.25	\$2,600.00	\$2,900.00	\$2,800.00	\$2,800.00	\$2,800.00
	COMMUNICATIONS Totals							
UTILITIES								
100.1060-4170	PUBLIC UTIL GAS-HEAT	6,603.00	8,503.91	30,000.00	16,000.00	30,000.00	30,000.00	30,000.00
		\$6,603.00	\$8,503.91	\$30,000.00	\$16,000.00	\$30,000.00	\$30,000.00	\$30,000.00
	UTILITIES Totals							

G/L Account	Account Description	ACTUAL	ACTUAL	BUDGET	EST ACT	BUDGET	BUDGET	BUDGET
OTHER								
100.1060-4161	PUBLICATION OF NOTICES	.00	.00	.00	200.00	.00	.00	.00
100.1060-4163	CONFERENCES	.00	.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
100.1060-4164	TRAINING	.00	.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
100.1060-4180	REPAIRS & MAINTENANCE	197,085.00	315,149.47	439,800.00	439,800.00	519,000.00	352,500.00	362,500.00
Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
BOARD REVIEW	ACDC AV SERVICE CONTRACT-MGR RVW 12-11-18				1.0000	9,500.00	9,500.00	
BOARD REVIEW	ACDC CLEAN AGENT FIRE SUPPRESSION INSPECTIONS				1.0000	4,800.00	4,800.00	
BOARD REVIEW	ACDC EMERGENCY GENERATOR PM-MGR RVW 12-11-18				1.0000	3,000.00	3,000.00	
BOARD REVIEW	ACDC HVAC-MGR RVW 12-11-18				1.0000	20,000.00	20,000.00	
BOARD REVIEW	BACKFLOW DEVICE CERTIFICATION				1.0000	2,400.00	2,400.00	
BOARD REVIEW	BOILER/CHILLER/ICE MELT WATER TREATMENT CHEMICALS				1.0000	2,500.00	2,500.00	
BOARD REVIEW	CONTRACT CLEANING SERVICES				1.0000	127,000.00	127,000.00	
BOARD REVIEW	ELEVATOR MAINTENANCE CONTRACTS AND SERVICE				1.0000	5,000.00	5,000.00	
BOARD REVIEW	FIRE ALARM SYSTEM INSPECTIONS AND MAINTENANCE				1.0000	7,000.00	7,000.00	
BOARD REVIEW	FIRE EXTINGUISHER SERVICE				1.0000	3,600.00	3,600.00	
BOARD REVIEW	FIRE PUMP CERTIFICATION				2.0000	900.00	1,800.00	
BOARD REVIEW	FOUNTAIN SUPPLIES AND MAINTENANCE				1.0000	1,000.00	1,000.00	
BOARD REVIEW	GENERAL FACILITY REPAIRS NOT DETAILED				1.0000	35,000.00	35,000.00	
BOARD REVIEW	GENERATOR LOAD BANK TESTING				4.0000	1,500.00	6,000.00	
BOARD REVIEW	HYDROTEST AND REPLACE FIRE HOSES				1.0000	1,800.00	1,800.00	
BOARD REVIEW	IRRIGATION SYSTEMS MAINTENANCE AND SERVICE				1.0000	3,600.00	3,600.00	
BOARD REVIEW	MARQUEE REPAIRS				1.0000	1,000.00	1,000.00	
BOARD REVIEW	MECHANICAL SYSTEMS REPAIRS				1.0000	50,000.00	50,000.00	
BOARD REVIEW	OVERHEAD DOOR REPAIRS AND MAINTENANCE				1.0000	5,000.00	5,000.00	
BOARD REVIEW	PAINTING SERVICES				1.0000	20,000.00	20,000.00	
BOARD REVIEW	PD AUTOMATIC TRANSFER SWITCH-MGR RVW 12-11-18				1.0000	18,000.00	18,000.00	
BOARD REVIEW	PD ELEVATOR 3 MODERNIZATION-MGR RVW 12-11-18				1.0000	90,000.00	90,000.00	
BOARD REVIEW	PD WALL COVERING-MGR RVW 12-11-18				1.0000	33,000.00	33,000.00	
BOARD REVIEW	SECURITY SYSTEMS REPAIRS AND MAINTENANCE				1.0000	15,000.00	15,000.00	
BOARD REVIEW	TERRAZZO FLOOR MAINTENANCE				1.0000	5,000.00	5,000.00	
BOARD REVIEW	VH AWNINGS-MGR RVW 12-11-18				1.0000	10,000.00	10,000.00	
BOARD REVIEW	VH GUTTER REPAIRS-MGR RVW 12-11-18				1.0000	25,000.00	25,000.00	
BOARD REVIEW	WINDOW BLIND CLEANING				1.0000	4,500.00	4,500.00	
BOARD REVIEW	WINDOW CLEANING				1.0000	8,500.00	8,500.00	
					BOARD REVIEW Totals			
100.1060-4192	DUES/SUBSCRIPTIONS	45.00	15.00	500.00	500.00	500.00	500.00	500.00
100.1060-4199	OTHER SERVICES & CHARGES	2,214.00	1,998.32	4,500.00	4,500.00	4,800.00	4,800.00	4,800.00
Budget Transactions								
Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
BOARD REVIEW	CLEANING SERVICE FOR WALK-OFF RUNNERS				1.0000	1,800.00	1,800.00	
BOARD REVIEW	NORCOMM ANNUAL MONITORING SERVICE				1.0000	3,000.00	3,000.00	
					BOARD REVIEW Totals			
					\$4,800.00			
OTHER Totals		\$199,344.00			\$317,162.79		\$448,800.00	
SERVICES & CHARGES Totals		\$211,959.00			\$332,950.29		\$484,800.00	

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
SUPPLIES & MATERIALS								
100.1060-4201	OFFICE SUPPLIES	231.00	66.38	500.00	500.00	500.00	500.00	500.00
100.1060-4202	CLEANING SUPPLIES	184.00	495.41	1,000.00	1,000.00	1,500.00	1,500.00	1,500.00
100.1060-4203	CLOTHING SUPPLIES	1,573.00	1,854.55	2,100.00	2,100.00	2,600.00	2,600.00	2,600.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	ALLOWANCE FOR BOOTS, WINTER WEAR, T-SHIRTS, SAFETY WEAR, ETC (3)					1.0000	1,700.00	1,700.00
BOARD REVIEW	UNIFORM RENTAL					3.0000	300.00	900.00
						BOARD REVIEW Totals		
						6,000.00	6,000.00	6,000.00
100.1060-4207	PUBLIC GRIND/MAT SUPPLIES	645.00	1,760.22	6,000.00	6,000.00			
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	PLANTINGS, SEED, SOD, FERTILIZERS, IRRIGATION SUPPLIES.					1.0000	6,000.00	6,000.00
						BOARD REVIEW Totals		
						35,000.00	35,000.00	35,000.00
100.1060-4208	BUILDING MAT SUPPLIES	26,122.00	28,024.31	35,000.00	35,000.00			
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	REPAIR AND MAINTENANCE SUPPLIES FOR FACILITIES					1.0000	35,000.00	35,000.00
						BOARD REVIEW Totals		
						7,500.00	7,500.00	7,500.00
100.1060-4299	OTHER OPERATING SUPPLIES	3,456.00	4,940.72	7,500.00	7,500.00			
CAPITAL OUTLAYS								
EQUIPMENT								
SUPPLIES & MATERIALS Totals		\$32,211.00	\$37,141.59	\$52,100.00	\$52,100.00	\$53,100.00	\$53,100.00	\$53,100.00
100.1060-4304	EQUIPMENT-ELECTRONICS	.00	46,421.67	.00	3,400.00	.00	.00	.00
EQUIPMENT Totals		\$0.00	\$46,421.67	\$0.00	\$3,400.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAYS Totals		\$0.00	\$46,421.67	\$0.00	\$3,400.00	\$0.00	\$0.00	\$0.00
TRANSFERS OUT								
100.1060-4961	TRANSFER TO FLEET SERVICE	3,311.00	14,876.99	5,900.00	5,900.00	6,300.00	6,500.00	6,700.00
100.1060-4962	TRANSFER TO IT	16,915.00	23,866.86	20,100.00	20,100.00	18,200.00	19,900.00	20,300.00
100.1060-4964	TRANSFER TO EQUIP REPL FD	13,000.00	26,600.04	35,000.00	35,000.00	6,000.00	21,000.00	21,000.00
TRANSFERS OUT Totals		\$33,226.00	\$65,343.89	\$61,000.00	\$61,000.00	\$30,500.00	\$47,400.00	\$48,000.00
Department		\$608,467.00	\$906,298.32	\$1,035,800.00	\$1,025,200.00	\$1,161,100.00	\$1,032,100.00	\$1,065,800.00

Organization Structure



* The Director of Police is a non-sworn/civilian position in a non-binding advisory capacity.

POLICE

Narrative

DEPARTMENTAL DESCRIPTION OF ACTIVITIES

The Addison Police Department, a nationally accredited law enforcement agency accredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA), and under the leadership and direction of the Director of Police, is divided into two divisions. Those divisions are the Field Services Division and the Support Services Division. Each division is headed by a Deputy Chief of Police, who directs, oversees and coordinates their respective division activities. The department utilizes a Community Policing philosophy, which includes aggressive police patrols, Problem Oriented Policing (directed patrol, special watches, projects & problem solving), a specialized Investigations Unit, a Crime Prevention Unit, a Community Response Unit, and a Traffic Unit. With this approach, the department diligently pursues the safety of its citizenry as its primary goal. The Addison Police Department was reaccredited in 2018 and was awarded “*Accreditation With Excellence*” for the third time, as well as the Meritorious Award, which recognizes accredited agencies for having been accredited for fifteen or more continuous years.

Field Services Division

The Field Services Division consists of two Commanders, four teams of Patrol Sergeants and Patrol Officers, Traffic Unit, and Community Response Unit, overseen by the Deputy Chief. Field Service personnel provide uniformed patrols, emergency services, traffic enforcement, and other services as needed by the community over a twenty four (24) hour period. Weather and manpower permitting, officers work foot patrol in high activity areas with a one-on-one approach with citizens. Officers with specialized accident reconstruction training are responsible for the investigation and reconstruction of major accidents. They perform selective enforcement at high-accident intersections and also concentrate on overweight truck enforcement, DUI enforcement, and seat belt enforcement. The Field Services Division also encompasses the Community Response Unit (CRU), where officers work with the landlords in town to ensure the Crime Free Multi-Housing Agreements are being followed. This has been a very successful program for all residents within the Village of Addison.

Support Services Division

The Support Services Division consists of specialized units and administrative task assignments that provide technical support to the efforts of the Field Services Division and the overall law enforcement objectives of the department on behalf of the community. The division is also responsible for overseeing the Village’s Emergency Operations Plan. The division consists of the Criminal Investigative Section/Gang Tactical Unit, Property and Evidence Control Section, Records Management Section, Consolidated Dispatch Center, Special Projects Unit (which also manages the department’s accreditation program: CALEA), Crime Prevention Unit, Citizen Volunteers, and the Henry Hyde Neighborhood Resource Center. The Crime Prevention Section provides a vast array of programming for adults and children and helps promote educational programs throughout the community. In addition, the division provides a uniformed presence and coordinates services at the Henry Hyde Center and other outreach programs throughout the Village of Addison. The division’s personnel consist of sworn officers, civilian staff, and many citizen volunteers, overseen by the Deputy Chief, one Commander, a Detective Sergeant, and an Administrative Sergeant.

Narrative (Cont'd)**FY 2019-20 Key Objectives****Strategic Priority 2: Community Image**

- The department will provide staff and resources to support the following programs and initiatives related to schools and life-long learning: DARE; GREAT; School Liaisons; School Crisis Committee; Intergovernmental Agreements; developing school operational plans for graduations, evacuations, and other special events; teen/adult CERT programs; Citizen Police Academies and First Responder Academies; SALT; Police Explorers; and Continuing Education for Police Officers.
- The department will continue to support programs that embrace, expand and create interaction/participation between the various ethnic groups. Some of the programs that are offered at the Henry Hyde are tailored toward a specific ethnic group, i.e. English as a Second Language (ESL) classes, but a vast majority of the programs are offered to everyone in the community, and an effort is made to encourage participation by every ethnic group in the numerous crime prevention programs offered.
- The police will continue to work with all faith-based communities for outreach programs.
- The police will continue to be active participants in the “Los Padres” committee working within our community.
- The department will offer CERT and other programs, in Spanish, at the Henry Hyde Resource Center.
- The department will hold educational events for all members of the community to be apprised of current criminal trends. An example of this will be the training of “Who is knocking on my door” for financial scams or thefts within the elderly community.
- The department will provide personnel and resources at the neighborhood resource center to staff and develop programs related to assimilation. The department will provide personnel and resources that support current school-based community outreach programs, i.e. District #4 Outreach Meetings. In addition, the department will pursue grant opportunities and in-kind support of school-based community outreach programs.
- The department will address crime trends or patterns with the Community Response Unit and by use of Directed Patrol. Also, on an annual basis, all specialty units will be reviewed to decide if they should be discontinued, re-deployed, expanded, or left as is.

POLICE

Narrative (Cont'd)

FY 2019-20 Key Objectives (Cont'd)

Strategic Priority 3: Housing

- The department has Community Response personnel that are trained to provide the Crime Free Multi-Housing program to landlords within the community. The Community Response Unit Section will work with the Finance and Community Development Departments to require all rental property-owners attend the Crime Free Multi-Housing program. The Community Response Unit will follow up nuisance complaints and enforce the Nuisance Abatement Ordinance and will work with the Community Development Department to mitigate nuisance complaints.

Strategic Priority 4: Infrastructure

- The department will continue to incorporate new technology to work towards better service provided to the citizens. On an annual basis the department will review the use of new technology, i.e. e-mail, cellular telephones, the Village website, and other emerging technology.
- In keeping with the continued use of technology, we will utilize telephone reporting systems as an added service to the community.
- Training resources will be reviewed annually to decide the best use of technology and funds.
- The Command Staff of the department will work with their staff members regarding working conditions. Command Staff members will continue to hold labor management meetings to discuss working condition issues to foster higher morale and professional working relationships.
- The Command Staff will develop a recommendation on manpower needs based upon a study of service needs.

POLICE

Narrative (Cont'd)

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$16,595,792	\$17,102,500	\$17,851,400
Number of Employees	87	87	87
Outputs			
Calls Responded To	27,920	25,500	26,000
Index Crimes	567	600	600
Non-Index Crimes	4,062	4,000	4,000
Service Calls:			
Lost/Found Property	323	300	300
Motorist Assist	1,184	1,200	1,200
Animal Complaints	609	650	650
Domestics	583	600	600
Suspicious Incidents	1,952	2,000	2,000
Citizen Assists	2,472	2,500	2,500
Traffic Accidents	1,579	1,400	1,400
Assist Other Agencies	2,941	2,900	2,900
Disturbance Calls	796	800	800
Alarms	1,108	1,000	1,000
Total Traffic Tickets	4,953	5,000	5,000
Total DUI Arrests	61	70	70
Total Parking Tickets	6,406	6,000	6,000
Effectiveness			
Neighborhood Groups	70	70	7
DARE Program Student Attendance	4,397	4,508	5,000
First Responder Academy	13	0	15
Citizen Volunteers/CERT	38	31	40
Employee Grievances	0	0	0
Efficiency			
Total cases investigated by Detective Division*	676	700	700
Percentage of cases cleared by Detective Division	80%	85%	85%
Percentage of cases cleared by arrest (Detective Division)	30%	30%	40%

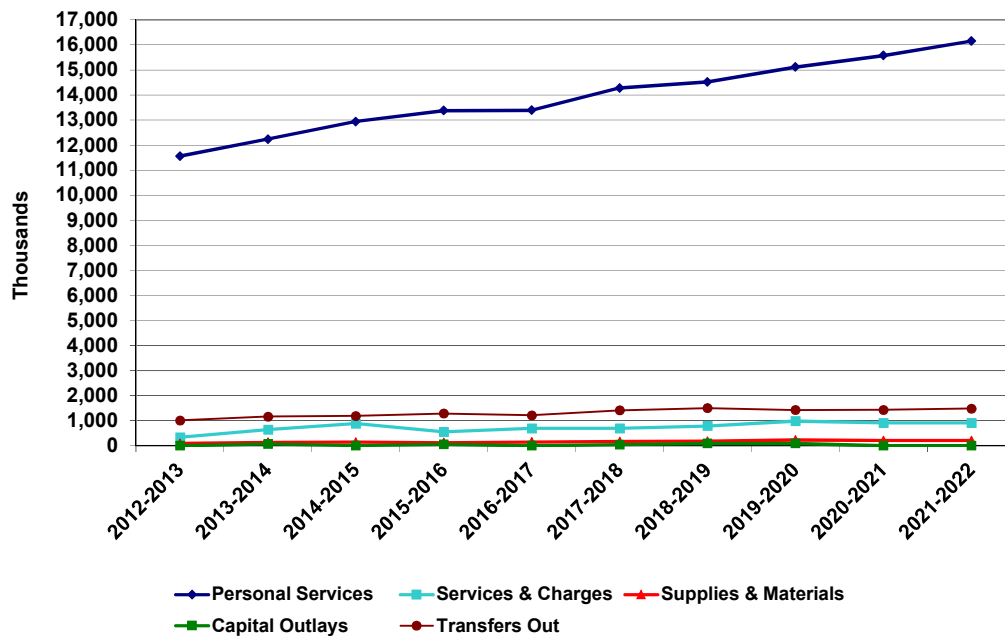
POLICE

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Director of Police	1.00	1.00	1.00	1.00	1.00
Deputy Chief of Police (2)	2.00	2.00	2.00	2.00	2.00
Watch Commander (3)	3.00	3.00	3.00	3.00	3.00
Sergeant (10)	10.00	10.00	10.00	10.00	10.00
Patrol Officer (53)	53.00	53.00	53.00	53.00	53.00
Community Service Officer (5)	5.00	5.00	5.00	5.00	5.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Investigative Aide/Crime Analyst	1.00	1.00	1.00	1.00	1.00
Records Supervisor	1.00	1.00	1.00	1.00	1.00
Assistant Records Supervisor	1.00	1.00	1.00	1.00	1.00
Clerk Typist (7)	7.00	7.00	7.00	7.00	7.00
Part-Time Investigator	1.00	1.00	1.00	1.00	1.00
Part-Time Clerk Typist	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	87.00	87.00	87.00	87.00	87.00
Authorized & Unbudgeted:					
None					
Total Authorized:	87.00				

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	14,525,200	15,114,600	15,573,800	16,148,600
Services & Charges	791,300	982,700	912,700	912,700
Supplies & Materials	186,600	229,700	211,300	211,300
Capital Outlays	95,000	95,000	0	0
Transfers Out	1,504,400	1,429,400	1,434,600	1,485,600
Total	17,102,500	17,851,400	18,132,400	18,758,200



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1510 - POLICE								
PERSONNEL SVCS								
WAGES & SALARIES								
100.1510-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$2,037,216.00	\$2,089,906.29	\$7,919,400.00	\$7,850,000.00	\$8,490,300.00	\$8,741,300.00	\$9,092,700.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	ADD ASST RECORDS SUPERVISOR-1-18-19-TOTAL PER PD					1.0000	45,200.00	45,200.00
BOARD REVIEW	ORIGINAL					1.0000	8,445,100.00	8,445,100.00
						BOARD REVIEW Totals		\$8,490,300.00
100.1510-4002	WAGES CLERICAL	548,426.00	611,575.66	.00	.00	.00	.00	.00
100.1510-4003	WAGES OPERATIONAL	4,675,885.00	4,908,880.93	.00	(2,700.00)	.00	.00	.00
100.1510-4004	OVERTIME	498,680.00	634,217.95	500,000.00	624,000.00	500,000.00	500,000.00	500,000.00
100.1510-4005	HOLIDAY PAY	127,652.00	125,991.71	139,100.00	139,100.00	139,100.00	139,100.00	139,100.00
100.1510-4006	OTHER PAY	90,059.00	107,985.47	88,000.00	88,000.00	92,000.00	92,000.00	92,000.00
100.1510-4007	PART-TIME	129,934.00	98,478.58	94,600.00	85,000.00	99,800.00	105,300.00	111,100.00
100.1510-4020	SICK PAY	133,017.00	150,284.15	125,000.00	187,000.00	132,000.00	132,000.00	135,000.00
	WAGES & SALARIES Totals	\$8,240,869.00	\$8,727,320.74	\$8,866,100.00	\$8,970,400.00	\$9,453,200.00	\$9,709,700.00	\$10,069,900.00
TAXES & BENEFITS								
100.1510-4009	I.M.R.F.	151,838.00	173,853.33	148,300.00	169,000.00	139,400.00	142,000.00	144,900.00
100.1510-4010	SOCIAL SECURITY	627,566.00	669,226.98	671,100.00	635,000.00	712,700.00	732,300.00	759,500.00
100.1510-4012	HEALTH INSURANCE	1,607,420.00	1,667,364.17	1,709,800.00	1,709,800.00	1,609,300.00	1,689,800.00	1,774,300.00
100.1510-4029	PENSION BENEFITS	2,762,887.00	3,037,752.73	3,103,400.00	3,041,000.00	3,200,000.00	3,300,000.00	3,400,000.00
	TAXES & BENEFITS Totals	\$5,149,711.00	\$5,548,197.21	\$5,632,600.00	\$5,554,800.00	\$5,661,400.00	\$5,864,100.00	\$6,078,700.00
	PERSONNEL SVCS Totals	\$13,390,580.00	\$14,275,517.95	\$14,498,700.00	\$14,525,200.00	\$15,114,600.00	\$15,573,800.00	\$16,148,600.00
SERVICES & CHARGES								
100.1510-4150	IRMA INSURANCE	321,587.00	302,735.61	291,400.00	242,000.00	323,000.00	323,000.00	323,000.00
PROFESSIONAL								
100.1510-4101	PROF SERV ACCT/AUDITTING				.00	.00	.00	.00
100.1510-4103	PROF SERV LEGAL	8,631.00	7,735.98	.00	68,100.00	68,100.00	68,100.00	68,100.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	ADMIN ADJUDICATOR					1.0000	10,000.00	10,000.00
BOARD REVIEW	DUI PROSECUTOR					1.0000	50,000.00	50,000.00
BOARD REVIEW	TOWING ADMIN ADJUDICATOR					1.0000	8,100.00	8,100.00
						BOARD REVIEW Totals		\$68,100.00
100.1510-4105	PROF SERV DATA PROCESSING	31,170.00	36,064.62	51,100.00	51,100.00	54,100.00	52,100.00	52,100.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	BEAST SUPPORT - EVIDENCE					1.0000	1,500.00	1,500.00
BOARD REVIEW	CALLYO					1.0000	2,700.00	2,700.00
BOARD REVIEW	CERTIFION - INTERSECT					1.0000	1,100.00	1,100.00
BOARD REVIEW	COLEMAN TELETRAC					1.0000	1,800.00	1,8

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1510-4107	PROF SERV MEDICAL	3,660.00	4,465.00	6,200.00	6,200.00	66,200.00	6,200.00	6,200.00
Budget Transactions								
BOARD REVIEW	CRASH/MAJOR CRIMES SOFTWARE-MGR RVW 12-11-18					1.0000	2,000.00	2,000.00
BOARD REVIEW	CRIME INTEL MAINTENANCE CONTRACT					1.0000	500.00	500.00
BOARD REVIEW	CRITICAL REACH COMPOSITE					1.0000	600.00	600.00
BOARD REVIEW	EVIDENCE BAR CODE LICENSE					1.0000	500.00	500.00
BOARD REVIEW	FAAP FALSE ALARM AGREEMENT					1.0000	800.00	800.00
BOARD REVIEW	ILLINOIS PUBLIC SAFETY AGENCY NETWORK					1.0000	2,300.00	2,300.00
BOARD REVIEW	INNOVATIVE DATA SOLUTIONS					1.0000	2,400.00	2,400.00
BOARD REVIEW	TWIN - CMS REC'NG					1.0000	3,000.00	3,000.00
BOARD REVIEW	LEADS ONLINE					1.0000	5,000.00	5,000.00
BOARD REVIEW	OCEAN SYSTEMS AGREEMENT					1.0000	1,500.00	1,500.00
BOARD REVIEW	SCHEDULING SOFTWARE					1.0000	8,000.00	8,000.00
BOARD REVIEW	SOCIAL MEDIA ARCHIVING SOLUTION					1.0000	3,500.00	3,500.00
BOARD REVIEW	TOTAL STATION - MAP SCENE EVIDENCE					1.0000	1,400.00	1,400.00
BOARD REVIEW	TRAC SYSTEM MAINTENANCE AGREEMENT					1.0000	300.00	300.00
BOARD REVIEW	VEHICLE LICENSE PROCESSING					1.0000	4,200.00	4,200.00
BOARD REVIEW	VIRUS SOFTWARE LICENSE RENEWAL					1.0000	900.00	900.00
BOARD REVIEW	WEST GOVT SVC - INVEST DATABASE					1.0000	4,800.00	4,800.00
						BOARD REVIEW Totals		
						66,200.00	6,200.00	6,200.00
100.1510-4110	TECH & CONSULT SERVICES	63,853.00	58,598.69	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00
Budget Transactions								
BOARD REVIEW	ADMINISTRATIVE ADJUDICATION					1.0000	23,000.00	23,000.00
BOARD REVIEW	CALEA					1.0000	4,700.00	4,700.00
BOARD REVIEW	GRANT WRITING CONSULTANTS					1.0000	8,000.00	8,000.00
BOARD REVIEW	TWIN - VERIZON MDC					1.0000	15,000.00	15,000.00
BOARD REVIEW	NET RMS					1.0000	4,300.00	4,300.00
						BOARD REVIEW Totals		
						55,000.00	55,000.00	55,000.00
PROFESSIONAL Totals								
		\$170,077.00	\$170,039.79	\$180,400.00	\$180,400.00	\$243,400.00	\$181,400.00	\$181,400.00
COMMUNICATIONS								
100.1510-4115	COMMUNICATIONS-TELEPHONE	39,379.00	42,092.81	70,500.00	50,000.00	70,500.00	70,500.00	70,500.00
100.1510-4116	COMMUNICATIONS-PORTABLE DV	(60.00)	(561.43)	.00	10,000.00	.00	.00	.00
100.1510-4117	COMMUNICATIONS-POSTAGE	14,513.00	10,552.40	16,000.00	12,000.00	16,000.00	16,000.00	16,000.00
		\$53,832.00	\$52,083.78	\$86,500.00	\$72,000.00	\$86,500.00	\$86,500.00	\$86,500.00
COMMUNICATIONS Totals								
		178.00	336.61	700.00	700.00	700.00	700.00	700.00
100.1510-4170	PUBLIC UTIL GAS-HEAT	804.00	661.01	900.00	900.00	900.00	900.00	900.00
100.1510-4175	PUBLIC UTIL ELEC-EQUIPMNT	\$982.00	\$997.62	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00
UTILITIES Totals								

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
<i>OTHER</i>								
100.1510-4118	COPY REPRODUCTION	7,775.00	10,083.40	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
100.1510-4120	PUBLIC RELATIONS	8,407.00	7,364.32	7,500.00	7,600.00	7,500.00	7,500.00	7,500.00
100.1510-4121	INVESTIGATIVE	15,358.00	15,464.17	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00
100.1510-4160	PRINTING	7,725.00	6,563.76	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00
100.1510-4161	PUBLICATION OF NOTICES	.00	.00	500.00	500.00	500.00	500.00	500.00
100.1510-4163	CONFERENCES	11,422.00	14,791.90	21,600.00	21,000.00	26,000.00	26,000.00	26,000.00
Budget Transactions								
	<i>Transaction Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	3,500.00	3,500.00
	ASSOCIATION MEETINGS					1.0000	12,900.00	12,900.00
	CALEA CONFERENCE					1.0000	3,000.00	3,000.00
	COURT MILEAGE					1.0000	900.00	900.00
	DCEM MEETINGS					1.0000	700.00	700.00
	DUPAGE CHIEFS OF POLICE					1.0000	2,000.00	2,000.00
	FBI/ILLINOIS CHIEFS					1.0000	1,500.00	1,500.00
	IEMA CONFERENCE					1.0000	1,500.00	1,500.00
	ILEAS CONFERENCE					1.0000	1,500.00	1,500.00
						BOARD REVIEW Totals		\$26,000.00
100.1510-4164	TRAINING	57,470.00	70,284.76	68,900.00	68,900.00	93,900.00	85,900.00	85,900.00
Budget Transactions								
	<i>Transaction Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	1,500.00	1,500.00
	COMMUNITY RESPONSE UNIT TRAINING					1.0000	1,000.00	1,000.00
	CRASH DATA RETRIEVAL SOFTWARE TRAINING-MGR RVW 12-11-18					1.0000	8,000.00	8,000.00
	CRASH/MAJOR CRIMES SOFTWARE TRAINING-MGR RVW 12-11-18					1.0000	31,600.00	31,600.00
	EDUCATIONAL REIMBURSEMENT					1.0000	12,100.00	12,100.00
	HOMELAND SECURITY					1.0000	2,500.00	2,500.00
	HOMICIDE TRAINING					1.0000	1,600.00	1,600.00
	ILEETA TRAINING					1.0000	1,500.00	1,500.00
	LAW REVIEW CLASSES					1.0000	7,900.00	7,900.00
	MAJOR CRIME EVIDENCE TECHNICIAN					1.0000	1,500.00	1,500.00
	MEDICOLEGAL DEATH SEMINAR					1.0000	9,500.00	9,500.00
	NEMRT (69 SWORN AND 30 CIVILIAN)					1.0000	6,000.00	6,000.00
	NORTHWESTERN POLICE STAFF & COMMAND					1.0000	6,200.00	6,200.00
	SLEA BASIC TRAINING					1.0000	500.00	500.00
	TASER RE-CERTIFICATION					1.0000	2,500.00	2,500.00
	USE OF FORCE TRAINING					1.0000	2,500.00	2,500.00
						BOARD REVIEW Totals		\$93,900.00
100.1510-4180	REPAIRS & MAINTENANCE	6,525.00	14,655.85	121,800.00	121,800.00	121,800.00	121,800.00	121,800.00
Budget Transactions								
	<i>Transaction Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	BOARD REVIEW					1.0000	1,000.00	1,000.00
	EQUIPMENT REPAIRS					1.0000	3,100.00	3,100.00
	FIRE EXTINGUISHERS, RADAR, CAMERAS					1.0000	1,000.00	1,000.00
	FITNESS EQUIPMENT					1.0000	5,600.00	5,600.00
	LIVESCAN MAINTENANCE					1.0000	4,400.00	4,400.00
	RADAR CALIBRATION					1.0000	9,000.00	9,000.00
	RANGE MAINTENANCE					1.0000		

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1510-4190	RENTAL-EQUIPMENT	.00	.00	500.00	500.00			500.00
100.1510-4192	DUES/SUBSCRIPTIONS	18,983.00	16,431.99	25,000.00	25,000.00			25,000.00
Budget Transactions								
Level	Transaction	Number of Units			Cost Per Unit		Total Amount	
BOARD REVIEW	CREDIT MEMBERSHIP (DETECTIVES)	1.0000			200.00		200.00	
BOARD REVIEW	CRIME ANALYSTS OF ILLINOIS	1.0000			100.00		100.00	
BOARD REVIEW	DARE ASSOCIATION	1.0000			100.00		100.00	
BOARD REVIEW	DUPAGE COUNTY CHIEFS OF POLICE ASSOCIATION	1.0000			400.00		400.00	
BOARD REVIEW	FBI ASSOCIATION	1.0000			500.00		500.00	
BOARD REVIEW	FIAT	1.0000			3,500.00		3,500.00	
BOARD REVIEW	HAINES DIRECTORY	1.0000			200.00		200.00	
BOARD REVIEW	TAPE	1.0000			100.00		100.00	
BOARD REVIEW	IATIA	1.0000			300.00		300.00	
BOARD REVIEW	ILEAS - ANNUAL AGENCY MEMBERSHIP DUES	1.0000			300.00		300.00	
BOARD REVIEW	ILEETA	1.0000			200.00		200.00	
BOARD REVIEW	ILLINOIS ANIMAL CONTROL ASSOCIATION	1.0000			100.00		100.00	
BOARD REVIEW	ILLINOIS ASSOCIATION OF CHIEFS OF POLICE	1.0000			600.00		600.00	
BOARD REVIEW	ILLINOIS COMPILED STATUTES	1.0000			200.00		200.00	
BOARD REVIEW	ILLINOIS CRIME PREVENTION ASSOCIATION	1.0000			100.00		100.00	
BOARD REVIEW	ILLINOIS CRIMINAL LAW BOOKS	1.0000			400.00		400.00	
BOARD REVIEW	INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE	1.0000			300.00		300.00	
BOARD REVIEW	IPAC - IL POLICE ACCREDITATION COALITION	1.0000			100.00		100.00	
BOARD REVIEW	IVC (IL VEHICLE CODE BOOKS)	1.0000			3,000.00		3,000.00	
BOARD REVIEW	JUVENILE OFFICERS ASSOCIATION	1.0000			600.00		600.00	
BOARD REVIEW	LERMI RECORDS MANAGERS ASSOCIATION	1.0000			100.00		100.00	
BOARD REVIEW	LEVA (DETECTIVES)	1.0000			200.00		200.00	
BOARD REVIEW	MAJOR CRIME TASK FORCE	1.0000			500.00		500.00	
BOARD REVIEW	MIDWEST GANG INVESTIGATORS ASSOCIATION	1.0000			100.00		100.00	
BOARD REVIEW	MISC	1.0000			100.00		100.00	
BOARD REVIEW	MOCIC MEMBERSHIP	1.0000			300.00		300.00	
BOARD REVIEW	NATIONAL BUNCO ASSOCIATION	1.0000			100.00		100.00	
BOARD REVIEW	NIPAS (FIELD FORCE)	1.0000			6,600.00		6,600.00	
BOARD REVIEW	PERF - POLICE EXECUTIVE RESEARCH FORUM	1.0000			500.00		500.00	
BOARD REVIEW	STATES ATTORNEY CHILD ABUSE PROGRAM	1.0000			5,000.00		5,000.00	
BOARD REVIEW	WEST SUBURBAN DETECTIVES	1.0000			200.00		200.00	
BOARD REVIEW Totals							\$25,000.00	

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1510-4199	OTHER SERVICES & CHARGES	12,367.00	9,783.27	10,000.00	10,000.00	13,000.00	13,000.00	13,000.00
Budget Transactions								
	Level	Transaction		Number of Units		Cost Per Unit		Total Amount
	BOARD REVIEW	ANIMAL SERVICES		1.0000		3,000.00		3,000.00
	BOARD REVIEW	CAR/SQUAD CAR WASHES		1.0000		6,000.00		6,000.00
	BOARD REVIEW	PRISONER MEALS		1.0000		500.00		500.00
	BOARD REVIEW	SHIPPING/FREIGHT		1.0000		1,000.00		1,000.00
	BOARD REVIEW	SHREDDING SERVICES		1.0000		2,500.00		2,500.00
		BOARD REVIEW Totals						\$13,000.00
		OTHER Totals		\$146,032.00		\$295,800.00		\$320,200.00
		SERVICES & CHARGES Totals		\$691,280.22		\$791,300.00		\$912,700.00
100.1510-4201	OFFICE SUPPLIES	6,541.00	8,401.25	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
100.1510-4203	CLOTHING SUPPLIES	56,575.00	74,320.19	76,000.00	76,000.00	76,000.00	76,000.00	76,000.00
Budget Transactions								
	Level	Transaction		Number of Units		Cost Per Unit		Total Amount
	BOARD REVIEW	ALTERATIONS AND REPAIRS		1.0000		500.00		500.00
	BOARD REVIEW	BULLETPROOF VESTS		1.0000		12,000.00		12,000.00
	BOARD REVIEW	CLEANING & MAINTENANCE		1.0000		15,000.00		15,000.00
	BOARD REVIEW	CLERKS (10)		1.0000		1,000.00		1,000.00
	BOARD REVIEW	COMMUNITY SERVICE OFFICERS		1.0000		600.00		600.00
	BOARD REVIEW	DETECTIVES (9) - DEPUTY CHIEFS (2)		1.0000		9,100.00		9,100.00
	BOARD REVIEW	REPLACEMENT UNIFORMS		1.0000		30,000.00		30,000.00
	BOARD REVIEW	SHOES		1.0000		7,000.00		7,000.00
	BOARD REVIEW	TASK FORCE		1.0000		800.00		800.00
		BOARD REVIEW Totals						\$76,000.00
		OTHER OPERATING SUPPLIES		89,679.00		95,600.00		120,300.00
100.1510-4299	OTHER OPERATING SUPPLIES	89,679.00	87,774.82	95,600.00	95,600.00	138,700.00	120,300.00	120,300.00
Budget Transactions								
	Level	Transaction		Number of Units		Cost Per Unit		Total Amount
	BOARD REVIEW	AED EQUIPMENT/SUPPLIES		1.0000		3,000.00		3,000.00
	BOARD REVIEW	AIR PURIFIER-MGR RVW 12-11-18		1.0000		1,500.00		1,500.00
	BOARD REVIEW	AMMO - COMPULSORY TRAINING		1.0000		22,500.00		22,500.00
	BOARD REVIEW	AMMO - SAGE		1.0000		2,500.00		2,500.00
	BOARD REVIEW	BADGES		1.0000		2,000.00		2,000.00
	BOARD REVIEW	BATTERIES, VIDEO TAPES, CASSETTES, DISKS		1.0000		600.00		600.00
	BOARD REVIEW	BREATHALYZER SUPPLIES		1.0000		1,200.00		1,200.00
	BOARD REVIEW	CAMERA, VIDEO, & AUDIO SUPPLIES		1.0000		5,000.00		5,000.00
	BOARD REVIEW	CARTONS/BOXES FOR EVIDENCE		1.0000		1,500.00		1,500.00
	BOARD REVIEW	COFFEE		1.0000		600.00		600.00
	BOARD REVIEW	COMPUTER SUPPLIES		1.0000		1,200.00		1,200.00
	BOARD REVIEW	CRASH DATA RETRIEVAL ANNUAL UPDATE-MGR RVW 12-11-18		1.0000		2,000.00		2,000.00
	BOARD REVIEW	CRASH DATA RETRIEVAL CABLES-MGR RVW 12-11-18		1.0000		15,000.00		15,000.00
	BOARD REVIEW	CRIME FREE MULTI-HOUSING		1.0000		1,500.00		1,500.00
	BOARD REVIEW	DISPOSABLE BLANKETS		1.0000		500.00		500.00
	BOARD REVIEW	DOG FOOD/ANIMAL SUPPLIES		1.0000		1,000.00		1,000.00
	BOARD REVIEW	DRUG DISPOSAL BURNER		1.0000		3,700.00		3,700.00
	BOARD REVIEW	EVIDENCE SUPPLIES		1.0000		6,000.00		6,000.00
	BOARD REVIEW	FIRST AID SUPPLIES		1.0000		2,000.00		2,000.00
	BOARD REVIEW	FLARES		1.0000		3,600.00		3,600.00
	BOARD REVIEW	GUN CLEANING SUPPLIES		1.0000		500.00		500.00

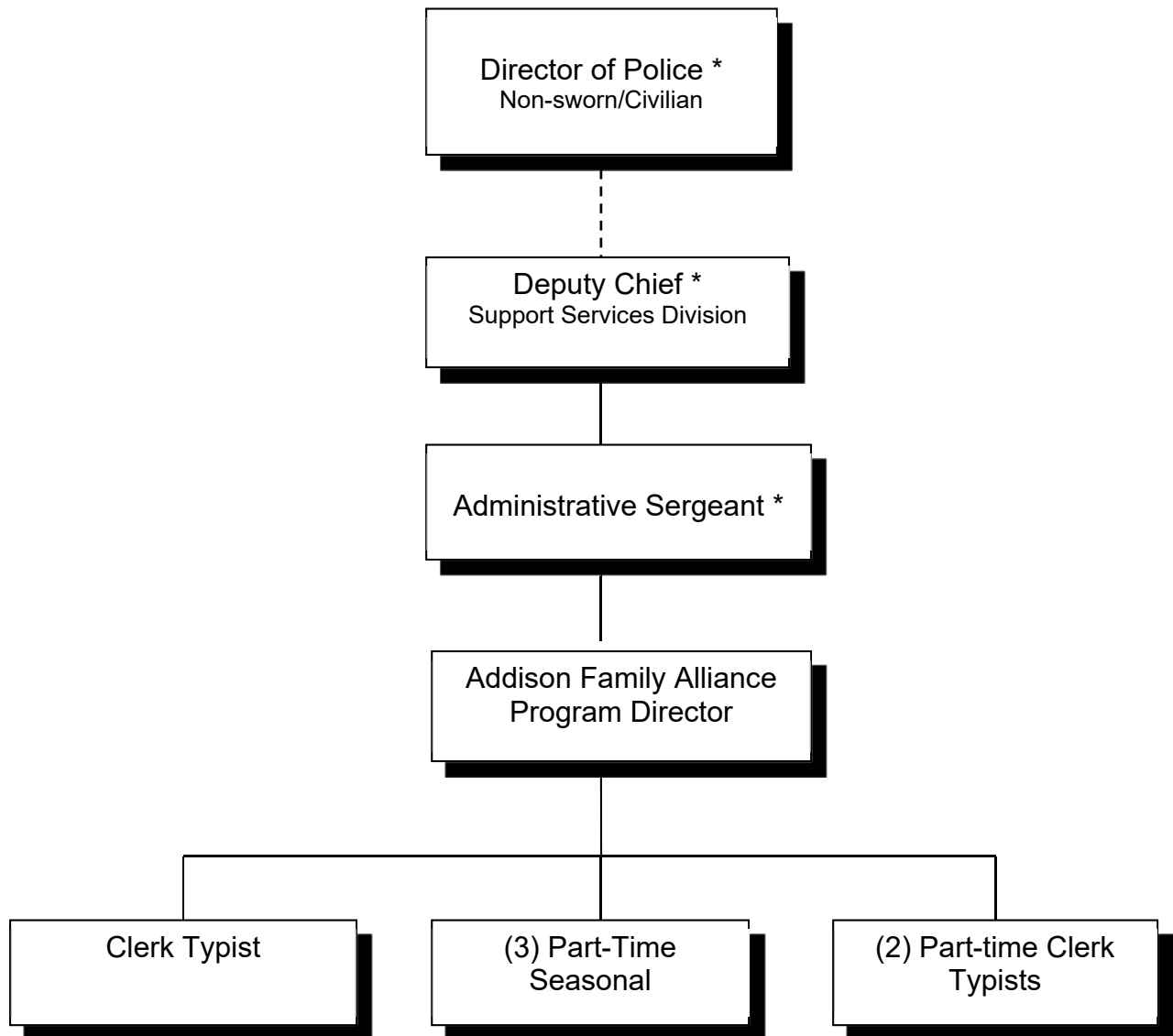
G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
CAPITAL OUTLAYS EQUIPMENT	BOARD REVIEW					1,000.00	900.00	900.00
	BOARD REVIEW					1,000.00	1,000.00	1,000.00
	BOARD REVIEW					1,000.00	100.00	100.00
	BOARD REVIEW					1,000.00	500.00	500.00
	BOARD REVIEW					1,000.00	1,500.00	1,500.00
	BOARD REVIEW					1,000.00	2,000.00	2,000.00
	BOARD REVIEW					1,000.00	28,800.00	28,800.00
	BOARD REVIEW					1,000.00	1,200.00	1,200.00
	BOARD REVIEW					1,000.00	600.00	600.00
	BOARD REVIEW					1,000.00	4,200.00	4,200.00
	BOARD REVIEW					1,000.00	1,200.00	1,200.00
	BOARD REVIEW					1,000.00	1,900.00	1,900.00
	BOARD REVIEW					1,000.00	5,000.00	5,000.00
	BOARD REVIEW					1,000.00	1,200.00	1,200.00
	BOARD REVIEW					1,000.00	2,700.00	2,700.00
	BOARD REVIEW					1,000.00	2,000.00	2,000.00
	BOARD REVIEW					1,000.00	3,200.00	3,200.00
BOARD REVIEW					1,000.00	3,000.00	3,000.00	
TRAFFIC WANTS/FLASHLIGHTS						300.00	300.00	300.00
SUPPLIES & MATERIALS Totals		\$152,795.00	\$170,496.26	\$186,600.00	\$186,600.00	\$229,700.00	\$211,300.00	\$211,300.00
CAPITAL OUTLAYS Totals								
100.1510-4304	EQUIPMENT-ELECTRONICS	.00	42,018.15	95,000.00	95,000.00	95,000.00	.00	.00
Budget Transactions								
BOARD REVIEW	Transaction	Number of Units			Cost Per Unit		Total Amount	
	RMS PROGRAM	1,000.00			95,000.00		95,000.00	
EQUIPMENT Totals		\$0.00	\$42,018.15	\$95,000.00	\$95,000.00	\$95,000.00	\$0.00	\$0.00
CAPITAL OUTLAYS Totals		\$0.00	\$42,018.15	\$95,000.00	\$95,000.00	\$95,000.00	\$0.00	\$0.00
TRANSFERS OUT								
100.1510-4961	TRANSFER TO FLEET SERVICE	536,222.00	544,748.97	677,400.00	677,400.00	740,200.00	759,300.00	789,200.00
100.1510-4962	TRANSFER TO IT	460,241.00	647,530.26	516,000.00	516,000.00	473,100.00	518,100.00	526,700.00
100.1510-4964	TRANSFER TO EQUIP REPL FD	223,000.00	224,199.96	311,000.00	311,000.00	216,100.00	157,200.00	169,700.00
TRANSFERS OUT Totals		\$1,219,463.00	\$1,416,479.19	\$1,504,400.00	\$1,504,400.00	\$1,429,400.00	\$1,434,600.00	\$1,485,600.00
1510 - POLICE Totals		\$15,455,348.00	\$16,595,791.77	\$17,140,400.00	\$17,102,500.00	\$17,851,400.00	\$18,132,400.00	\$18,758,200.00
Department								



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HENRY HYDE RESOURCE CENTER

Organization Structure



* Not charged to this budget.

The Director of Police is a non-sworn/civilian position in a non-binding advisory capacity.

HENRY HYDE RESOURCE CENTER

Narrative

Center's Description of Activities

The Henry Hyde Resource Center (HHRC) operates under the leadership and direction of the Addison Director of Police. The Addison Family Alliance Director is also the Director of the HHRC. The Center is divided into two main areas of service. These two areas are After School Programming/Children's Services and Adult Education Services, which includes Community Programming. The Henry Hyde Resource Center's goal is to enrich and improve the lives of individuals who seek services at the Center. The Center diligently strives to obtain feedback from the community and ensure the services being provided meet the needs of the community. Through partnerships with various organizations/service providers such as People's Resource Center, College of DuPage, U of I Extension, Northern Illinois Food Bank, Elmhurst College, Addison School District #4, School District #88, NEDSRA, Addison Park District, Teen Parenting Connection, DuPage County Health Department, Benedictine University, NEDFYS, et cetera, the Center is able to provide a wide range of services.

After School Programming/Children's Services

The After School Programming/Children's Services consists of an After School Program that runs Monday through Friday from 3:00 p.m. to 5:30 p.m. throughout the school year. During the summer, the Center runs a camp for the children. During both the After School Program and the camp, the Center is able to feed each child due to the partnership with the Northern Illinois Food Bank. The Center also provides special events for the children, such as Family Fun Nights, as well as other educational presentations for the children and their families. The Center is dedicated to providing a safe and educational environment for the children while providing activities that are fun and entertaining. The life skills that the children learn at the HHRC help them develop into responsible and respectable members of the Addison Community.

Adult Education Services

Adult Education Services consist of Computer Literacy classes, English as a Second Language (E.S.L.) classes, G.E.D. classes, Adult Literacy classes and Teen Parenting classes. HHRC's community partners have delivered seminars/workshops that range from health fairs to mobile food pantries to citizenship workshops. The Center holds an annual "End of Summer Picnic" for the community and partners with the Addison Park District, the Addison Fire Department, and the Addison Police Department to serve over 300 people. The seminars/workshops are scheduled in the evenings and weekends for everyone's convenience.

HENRY HYDE RESOURCE CENTER

Narrative (Cont'd)

FY 2019–20 Key Objectives

Strategic Priority 2: Community Image

- a. Fully integrated community – no fragmentation.
 - The Henry Hyde Resource Center will provide staff and resources to support an After School Program where children may seek homework assistance and reading/literacy improvement. The Police Department will continue to provide Crime Prevention officers to continue safety education for both children and parents. The Center will continue to expand Adult Education Programs through expanding relationships with service providers and organizations.
 - The Center will continue to support programs that embrace, expand and create interaction/participation between the various ethnic groups.
 - The Center offers a variety of programs that are tailored toward specific ethnic groups, i.e. E.S.L. classes and G.E.D. classes in Spanish. A vast majority of the programs are offered to everyone in the community, and an effort is made to encourage participation by every ethnic group in the numerous crime prevention programs offered.
 - The Center will attempt to obtain funding through grant opportunities to expand the assimilation process and the Village budget to hire additional staff.

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$467,017	\$482,400	\$460,100
Number of Employees	9	9	9
Volunteers	86	90	90
Outputs			
Total Hours of Service for After School Program	322	325	325
Total Hours of Service for Summer Camp	110	110	110
Total Number of Children Registered for Summer Camp	70	70	70
Total Number of Children Registered for After School Program	97	100	100
Daily Attendance in the After School Program	45	45	45
Number of Meals Served to the Children	6,361	7,000	7,000
Computer Literacy Class	49	48	48
GED in Spanish	60	70	70
English as a Second Language (added Level 8; now Levels 1, 2 & 8) E.L.A.	113	115	115
Teen Parenting Class	69	70	70
Adult Literacy Classes Level 1 (FY 18-19 Level 2 & 3)	9	12	15

HENRY HYDE RESOURCE CENTER

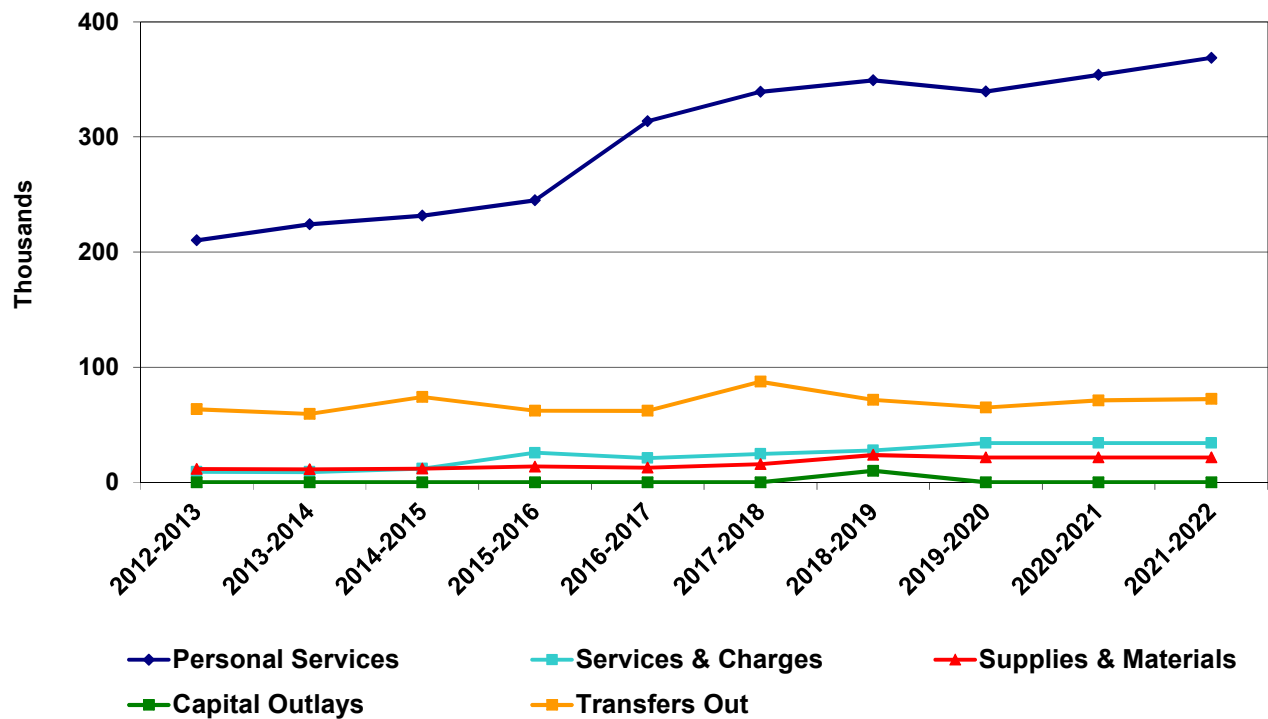
Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
AFAP Director	1.00	1.00	1.00	1.00	1.00
Clerk Typist	1.00	1.00	1.00	1.00	1.00
Part-Time Clerk Typist (2)	2.00	2.00	2.00	2.00	2.00
3art-Time/Seasonal (3)	3.00	3.00	3.00	3.00	3.00
Total Budgeted:	7.00	7.00	7.00	7.00	7.00
Authorized & Unbudgeted:					
None					
Total Authorized:	7.00				

HENRY HYDE RESOURCE CENTER

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	349,300	339,500	354,000	368,800
Services & Charges	27,700	34,100	34,100	34,100
Supplies & Materials	23,700	21,500	21,500	21,500
Capital Outlays	10,000	0	0	0
Transfers Out	71,700	65,000	71,200	72,400
Total	482,400	460,100	480,800	496,800



Note: The Henry Hyde Resource Center (HHRC) opened mid FY 2008. Expenditures were included in the Police Department for FY 2008. Beginning with FY 2009, the HHRC has its own department and budget page designation.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1520 - HENRY HYDE RESOURCE CTR								
PERSONNEL SVCS								
WAGES & SALARIES								
100.1520-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$103,848.00	\$110,065.73	\$172,000.00	\$168,000.00	\$177,900.00	\$184,100.00	\$190,600.00
100.1520-4002	WAGES CLERICAL	49,356.00	52,195.25	.00	.00	.00	.00	.00
100.1520-4006	OTHER PAY	228.00	4,111.57	.00	3,000.00	.00	.00	.00
100.1520-4007	PART-TIME	64,959.00	77,898.27	63,700.00	93,900.00	67,300.00	71,100.00	75,100.00
100.1520-4020	SICK PAY	2,991.00	3,158.18	.00	.00	.00	.00	.00
<i>WAGES & SALARIES Totals</i>		\$221,382.00	\$247,429.00	\$235,700.00	\$264,900.00	\$245,200.00	\$255,200.00	\$265,700.00
TAXES & BENEFITS								
100.1520-4009	I.M.R.F.	27,603.00	29,838.69	21,900.00	31,300.00	25,800.00	26,900.00	27,900.00
100.1520-4010	SOCIAL SECURITY	16,951.00	18,955.78	18,000.00	20,100.00	18,700.00	19,600.00	20,300.00
100.1520-4012	HEALTH INSURANCE	47,774.00	43,030.34	51,800.00	33,000.00	49,800.00	52,300.00	54,900.00
<i>TAXES & BENEFITS Totals</i>		\$92,328.00	\$91,824.81	\$91,700.00	\$84,400.00	\$94,300.00	\$98,800.00	\$103,100.00
<i>PERSONNEL SVCS Totals</i>		\$313,710.00	\$339,253.81	\$327,400.00	\$349,300.00	\$339,500.00	\$354,000.00	\$368,800.00
SERVICES & CHARGES								
100.1520-4150	IRMA INSURANCE	6,400.00	6,400.00	6,200.00	5,000.00	6,900.00	6,900.00	6,900.00
PROFESSIONAL								
100.1520-4101	PROF SERV ACCT/AUDITING	716.00	685.54	.00	.00	.00	.00	.00
100.1520-4105	PROF SERV DATA PROCESSING	.00	.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
100.1520-4107	PROF SERV MEDICAL	.00	585.00	.00	900.00	.00	.00	.00
<i>PROFESSIONAL Totals</i>		\$716.00	\$1,270.54	\$1,000.00	\$1,900.00	\$1,000.00	\$1,000.00	\$1,000.00
COMMUNICATIONS								
100.1520-4115	COMMUNICATIONS-TELEPHONE	5,350.00	6,214.01	4,000.00	6,600.00	4,000.00	4,000.00	4,000.00
100.1520-4116	COMMUNICATIONS-PORTABLE DV	504.00	(1,101.39)	.00	(1,000.00)	.00	.00	.00
<i>COMMUNICATIONS Totals</i>		\$5,854.00	\$5,112.62	\$4,000.00	\$5,600.00	\$4,000.00	\$4,000.00	\$4,000.00
OTHER								
100.1520-4118	COPY REPRODUCTION	889.00	1,012.90	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
100.1520-4120	PUBLIC RELATIONS	900.00	.00	.00	.00	.00	.00	.00
100.1520-4160	PRINTING	.00	.00	1,000.00	1,000.00	5,000.00	5,000.00	5,000.00
100.1520-4161	PUBLICATION OF NOTICES	.00	.00	200.00	200.00	200.00	200.00	200.00
100.1520-4164	TRAINING	.00	3,644.71	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
100.1520-4192	DUES/SUBSCRIPTIONS	15.00	15.00	.00	.00	.00	.00	.00
100.1520-4199	OTHER SERVICES & CHARGES	6,144.00	7,215.90	10,000.00	10,000.00	13,000.00	13,000.00	13,000.00
<i>OTHER Totals</i>		\$7,948.00	\$11,888.51	\$15,200.00	\$15,200.00	\$22,200.00	\$22,200.00	\$22,200.00
<i>SERVICES & CHARGES Totals</i>		\$20,918.00	\$24,671.67	\$26,400.00	\$27,700.00	\$34,100.00	\$34,100.00	\$34,100.00
SUPPLIES & MATERIALS								
100.1520-4201	OFFICE SUPPLIES	.00	1,307.08	1,500.00	1,600.00	2,000.00	2,000.00	2,000.00
100.1520-4203	CLOTHING SUPPLIES	476.00	240.00	1,100.00	1,100.00	1,500.00	1,500.00	1,500.00
100.1520-4299	OTHER OPERATING SUPPLIES	12,193.00	14,127.61	13,000.00	21,000.00	18,000.00	18,000.00	18,000.00
<i>SUPPLIES & MATERIALS Totals</i>		\$12,669.00	\$15,674.69	\$15,600.00	\$23,700.00	\$21,500.00	\$21,500.00	\$21,500.00

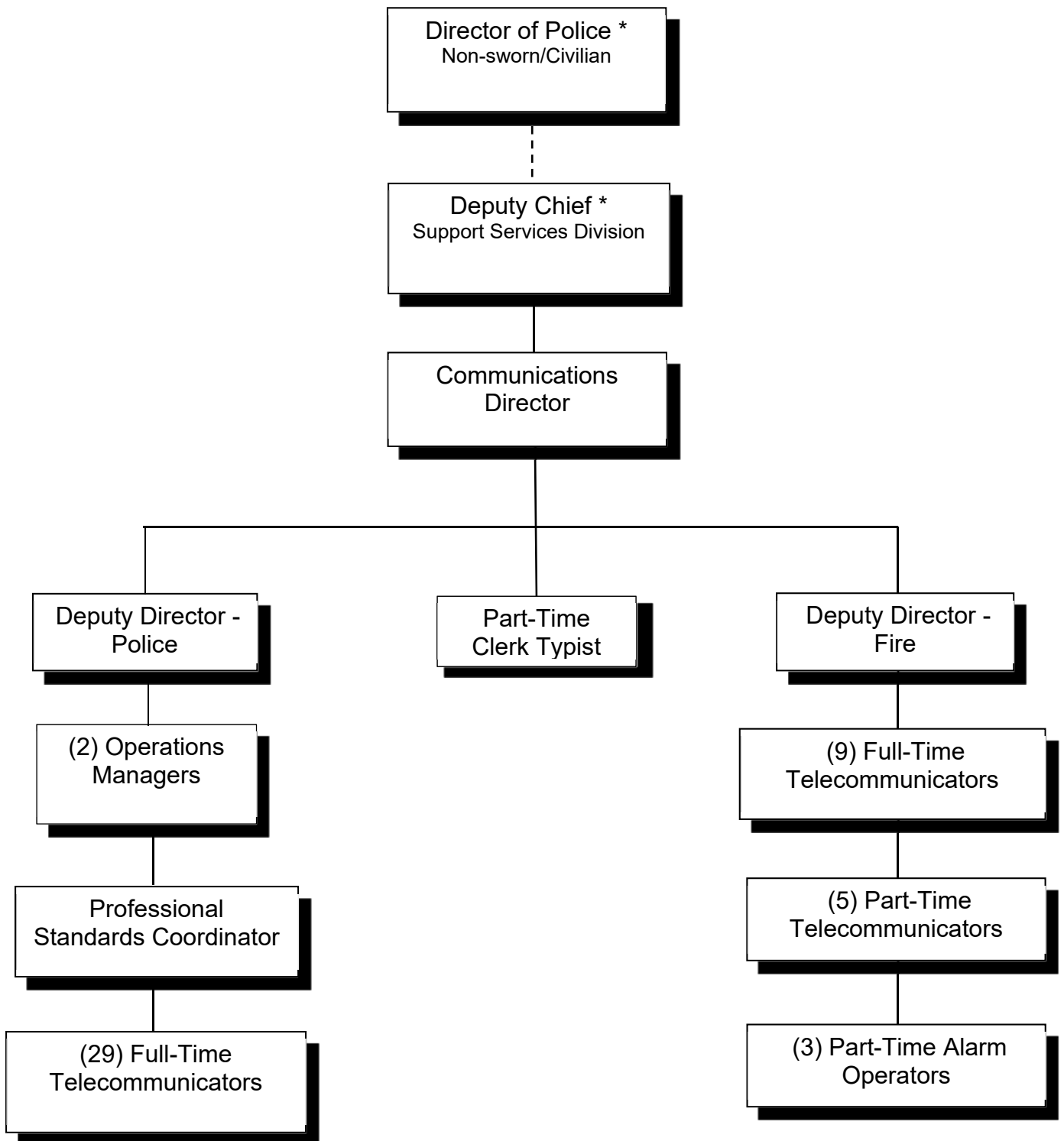
G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
CAPITAL OUTLAYS								
EQUIPMENT								
100.1520-4304	EQUIPMENT-ELECTRONICS	.00	.00	10,000.00	10,000.00	.00	.00	.00
	EQUIPMENT Totals	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAYS Totals								
		\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00
TRANSFERS OUT								
100.1520-4962	TRANSFER TO IT	62,213.00	87,417.07	71,700.00	71,700.00	65,000.00	71,200.00	72,400.00
	TRANSFERS OUT Totals	\$62,213.00	\$87,417.07	\$71,700.00	\$71,700.00	\$65,000.00	\$71,200.00	\$72,400.00
Department	1520 - HENRY HYDE RESOURCE CTR Totals	\$409,510.00	\$467,017.24	\$451,100.00	\$482,400.00	\$460,100.00	\$480,800.00	\$496,800.00



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CONSOLIDATED DISPATCH CENTER

Organization Structure



* Not charged to this budget

The Director of Police is a non-sworn/civilian position in a non-binding advisory capacity.

CONSOLIDATED DISPATCH CENTER

Narrative

DESCRIPTION OF ACTIVITIES

The Addison Consolidated Dispatch Center (ACDC) is part of the Support Services Division of the Addison Police Department and under the leadership and direction of the Director of Police and the Deputy Police Chief assigned to Support Services. ACDC is supervised by the civilian Director of Communications and two Deputy Directors of Communications; who direct, oversee and coordinate the activities of the section personnel; and insure that the radio, communications, and related equipment are maintained in working order.

ACDC is responsible for the prompt answering and processing of E911 emergency calls; efficient dispatching of the proper police, fire, and EMS units or agency(ies) to the resulting calls for service; and coordinating the agency's units responding to incidents. ACDC personnel provide emergency medical dispatch (EMD) protocols as mandated by the State of Illinois. These protocols provide medical assistance to callers while paramedics are responding. They also answer and process all non-emergency phone calls for all member agencies. Telecommunicators (TCs) are responsible for entering and updating the CAD system to track calls for service; for maintaining radio communication with responders; and for keeping track of unit status and location of all personnel and equipment in CAD. They prioritize calls for service, coordinate emergency and non-emergency responses, and relay information to and from responders and citizens. They make notifications and coordinate resources such as tow trucks, public works, utility companies, social services, etc. TCs are responsible for entering, modifying, and canceling entries made in the LEADS system for wanted and missing persons and for stolen articles and vehicles, as well as making inquiries in LEADS for requests from various sources. TCs also maintain databases of active warrants, towed and repossessed vehicles, emergency call outs, arrests, and other files. TCs process requests from citizens who come into the lobbies of its member agencies. TCs monitor live video feeds from its member agencies including booking areas and cells.

ACDC currently provides police services for the Village of Addison, the Village of Bensenville, the Village of Bloomingdale, the DuPage County Forest Preserve Police, the City of Wood Dale, the Village of Itasca, the Village of Glendale Heights, and the Village of Westmont. The Center provides fire dispatching to Tri-State Fire Protection District, Pleasantview Fire Protection District, Addison Fire Protection District, Wood Dale Fire Protection District, Itasca Fire Protection District, Bensenville Fire Protection District, and the Westmont Fire Department. The Center is capable of expanding services to other communities.

As part of the public safety team, the philosophy of ACDC includes the efficient, safe, and professional processing of calls for services and questions from the community, as well as professional communication via the radio system from police and fire personnel.

CONSOLIDATED DISPATCH CENTER

Narrative (Cont'd)

DESCRIPTION OF ACTIVITIES (Cont'd)

Quality control is checked by random customer service compliance checks of the employee's handling and processing of both E911 emergency and non-emergency calls, as well as radio traffic. With this approach, the ACDC diligently pursues the safety of the citizenry and employees of the member agencies as its primary goal.

Personnel

ACDC has an authorized strength of thirty eight (38) civilian dispatchers, two (2) Operations Managers, two (2) Deputy Directors, one (1) Professional Standards Coordinator, five (5) part-time fire dispatchers, three (3) part-time alarm operators, one (1) part-time clerk typist, and one (1) Director of Communications under the Deputy Chief of Police of the Support Services Division. As the Center increases the communities it serves, personnel additions may be appropriate to maintain proper service levels.

FY 2019-20 Key Objectives

Vision 2: Our social and economic assets elevate community life.

Goal 4 - Ensure safety across the community.

- The Addison Police Department is a proponent of consolidating other independent Public Safety Answering Points (PSAPs) into our communications center.
- The Village of Bensenville has been a member since August 16, 2011 when the ACDC began answering their 911 calls and dispatching their units.
- The Village of Bloomingdale has been a member since November 27, 2012 when the ACDC began providing E911 and dispatch services for their police department.
- The DuPage County Forest Preserve Police became a member on May 4, 2015.
- The City of Wood Dale became a member October 20, 2015.
- The Village of Itasca became a member January 5, 2016.
- The Village of Glendale Heights became a member May 3, 2016.

CONSOLIDATED DISPATCH CENTER

Narrative (Cont'd)

FY 2019-20 Key Objectives (Cont'd)

Vision 2: Our social and economic assets elevate community life (Cont'd)

Goal 4 - Ensure safety across the community (Cont'd)

- The Pleasantview Fire Protection District became a member October 5, 2016.
- The Tri-State Fire Protection District became a member October 5, 2016.
- The Village of Westmont (police and fire) became a member in February 2017.
- The Addison Fire Protection District became a member in April 2017.
- The Itasca Fire Protection District became a member in April 2017.
- The Wood Dale Fire Protection District became a member in April 2017.
- The Bensenville Fire Protection District became a member in October 2018.
- To provide the additional services to new member agencies, additional full-time telecommunicators, or part-time call takers, may have to be hired, equipped, and trained to handle the added workload.

Vision 6: We take pride in quality municipal service delivery.

Goal 1 - Assess customer needs.

- ACDC will continue to incorporate new technology to work toward better service provided to the citizens.
- The DuPage ETSB has entered into a contract with Hexagon to provide a new state-of-the-art CAD System for the three (3) PSAPs in the County. The CAD is projected to be deployed in 2019.
- Annually, ACDC will review the use of new technology (i.e. e-mail, cellular telephones, the Village website, and other emerging technology).
- The DuPage ETSB has entered into a contract with Purvis to provide a new automated fire station alerting software which integrates with CAD. The system is scheduled to be deployed at ACDC in 2019.

CONSOLIDATED DISPATCH CENTER

Narrative (Cont'd)

FY 2019-20 Key Objectives (Cont'd)

Vision 6: We take pride in quality municipal service delivery (Cont'd)

Goal 1 - Assess customer needs (Cont'd)

- Training resources will be reviewed annually to decide the best use of technology and funds.
- The DuPage ETSB provided financial support for the training and certification for all DuPage County TCs to become EMD certified. ACDC staff are certified and EMD was implemented in 2017.
- Staff will develop a recommendation on manpower needs based upon a study of service needs and workloads.
- ACDC achieved CALEA accreditation in July 2017 and is committed to maintaining accreditation.

Goal 2 - Provide resources to engage and cultivate Village officials and Employees.

- In order to provide dispatching services to the ACDC members and to provide a “backup” solution for the residents of DuPage County, the Village of Addison entered into a contract with FGM Architects to construct a state-of-the-art NFPA 1221 communications center located on Village-owned property on Jeffrey Drive in Addison. The facility opened and began 911 operations on April 4, 2018.
- ACDC continues to use the EDIRS radio system, utilizing talk groups, as needed, based on incident and call volumes.
- In order to provide a backup radio system for its police member agencies, ACDC began the build-out of an 800 MHz radio system. The system is scheduled to deploy in 2019.
- To ensure fluid operations during normal operations and emergency events, radio drills for TCs and officers are done on a bi-monthly basis.

CONSOLIDATED DISPATCH CENTER

Narrative (Cont'd)

PERFORMANCE MEASURES

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$5,297,182	\$5,854,600	\$5,598,900
Number of Employees	43	52	52
Outputs			
E911 calls processed	41,000	57,000	72,000
Other phone calls processed	170,048	175,000	250,000
Outbound calls made by TCs	63,000	68,000	75,000
Total phone calls handled by TCs	261,673	300,000	400,000
Calls for service generated in CAD	98,786	110,000	140,000
Effectiveness			
% of 911 calls answered w/in 10 secs.	99.8%	92.0%	90.0%
% of 911 calls answered w/in 11-15 secs.	.02%	5.0%	5.0%
% of 911 calls answered w/in over 15 secs.	0.00%	3.0%	5.0%
Efficiency			
Avg. ring time (seconds)	00:03	00:09	00:11

CONSOLIDATED DISPATCH CENTER

Personnel Summary

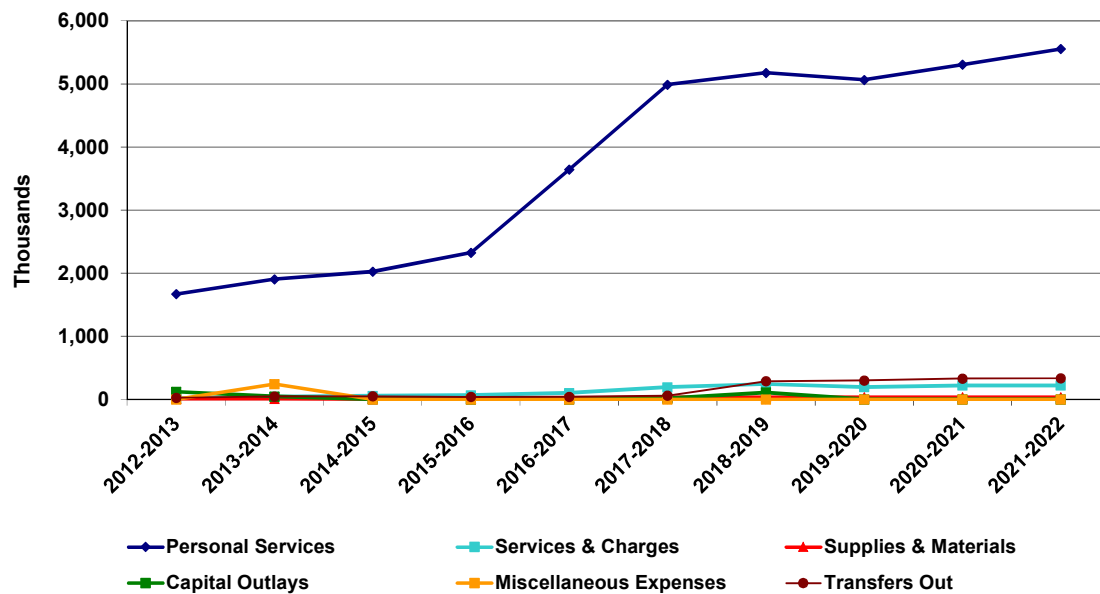
<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Communications Director	1.00	1.00	1.00	1.00	1.00
Deputy Director of Communications (2)	2.00	2.00	2.00	2.00	2.00
Communications Operations Manager (2)	2.00	2.00	2.00	2.00	2.00
Professional Standards Coordinator	1.00	1.00	1.00	1.00	1.00
Dispatchers/Telecommunicators (38)	38.00	38.00	38.00	38.00	38.00
Part-Time Alarm Dispatchers (3)	3.00	3.00	3.00	3.00	3.00
Part-Time Telecommunicators (6)	6.00	6.00	6.00	6.00	6.00
Total Budgeted:	53.00	53.00	53.00	53.00	53.00
Authorized & Unbudgeted:					
None					
Total Authorized:	53.00				

CONSOLIDATED DISPATCH CENTER

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	5,176,300	5,063,100	5,303,600	5,554,300
Services & Charges	243,200	197,100	222,700	222,700
Supplies & Materials	35,600	35,600	35,600	35,600
Capital Outlays	110,000	1,500	1,500	1,500
Miscellaneous Expenses	0	0	0	0
Transfers Out	289,500	301,600	330,200	335,700
Total	5,854,600	5,598,900	5,893,600	6,149,800

Consolidated Dispatch is a new department that was created with the FY 2011-12 Budget.



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 1530 - CONSOLIDATED DISPATCH CTR								
PERSONNEL SVCS								
WAGES & SALARIES								
100.1530-4001 SALARIES & WAGES (PREV SAL ADMINISTRATIVE)		\$325,271.00	\$504,619.46	\$2,981,200.00	\$2,812,500.00	\$3,200,700.00	\$3,366,300.00	\$3,538,700.00
100.1530-4003 WAGES OPERATIONAL		1,869,929.00	2,369,824.02	.00	.00	.00	.00	.00
100.1530-4004 OVERTIME		301,278.00	465,276.90	250,000.00	640,200.00	250,000.00	250,000.00	250,000.00
100.1530-4005 HOLIDAY PAY		63,613.00	73,347.76	55,000.00	55,000.00	65,000.00	65,000.00	65,000.00
100.1530-4006 OTHER PAY		19,340.00	35,352.60	20,000.00	22,000.00	25,000.00	25,000.00	25,000.00
100.1530-4007 PART-TIME		10,015.00	126,144.50	173,000.00	185,800.00	182,600.00	192,700.00	203,300.00
100.1530-4020 SICK PAY		7,333.00	9,161.09	8,000.00	7,000.00	9,500.00	9,500.00	9,500.00
	WAGES & SALARIES Totals	\$2,596,779.00	\$3,583,726.33	\$3,487,200.00	\$3,722,500.00	\$3,732,800.00	\$3,908,500.00	\$4,091,500.00
TAXES & BENEFITS								
100.1530-4009 I.M.R.F.		340,367.00	460,849.28	429,400.00	479,100.00	389,700.00	408,200.00	427,400.00
100.1530-4010 SOCIAL SECURITY		198,865.00	275,746.82	258,300.00	284,700.00	283,700.00	297,100.00	311,100.00
100.1530-4012 HEALTH INSURANCE		507,516.00	666,910.25	736,100.00	690,000.00	656,900.00	689,800.00	724,300.00
	TAXES & BENEFITS Totals	\$1,046,748.00	\$1,403,506.35	\$1,423,800.00	\$1,453,800.00	\$1,330,300.00	\$1,395,100.00	\$1,462,800.00
	PERSONNEL SVCS Totals	\$3,643,527.00	\$4,987,232.68	\$4,911,000.00	\$5,176,300.00	\$5,063,100.00	\$5,303,600.00	\$5,554,300.00
SERVICES & CHARGES								
100.1530-4150 IRMA INSURANCE		39,100.00	39,100.00	38,200.00	31,200.00	42,300.00	42,300.00	42,300.00
PROFESSIONAL								
100.1530-4101 PROF SERV ACCT/AUDITING		308.00	294.44	.00	.00	.00	.00	.00
100.1530-4105 PROF SERV DATA PROCESSING		2,720.00	21,019.00	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	EDISPATCH					1.0000	600.00	600.00
BOARD REVIEW	LEXIS NEXIS					1.0000	400.00	400.00
BOARD REVIEW	SCHEDULING SOFTWARE					1.0000	3,800.00	3,800.00
						BOARD REVIEW Totals		\$4,800.00
100.1530-4107 PROF SERV MEDICAL		7,885.00	4,211.47	1,000.00	5,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	PHYSICALS - NEW HIRE					1.0000	1,000.00	1,000.00
						BOARD REVIEW Totals		\$1,000.00
100.1530-4110 TECH & CONSULT SERVICES		6,000.00	698.01	7,400.00	7,400.00	47,400.00	47,400.00	47,400.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	CALEA ACCREDITATION					1.0000	4,700.00	4,700.00
BOARD REVIEW	PUBLIC SAFETY SYSTEMS CONSULTING - 2/21/19					1.0000	40,000.00	40,000.00
BOARD REVIEW	TESTING - NEW HIRES					1.0000	2,700.00	2,700.00
						BOARD REVIEW Totals		\$47,400.00
	PROFESSIONAL Totals	\$16,913.00	\$26,222.92	\$13,200.00	\$17,200.00	\$53,200.00	\$53,200.00	\$53,200.00

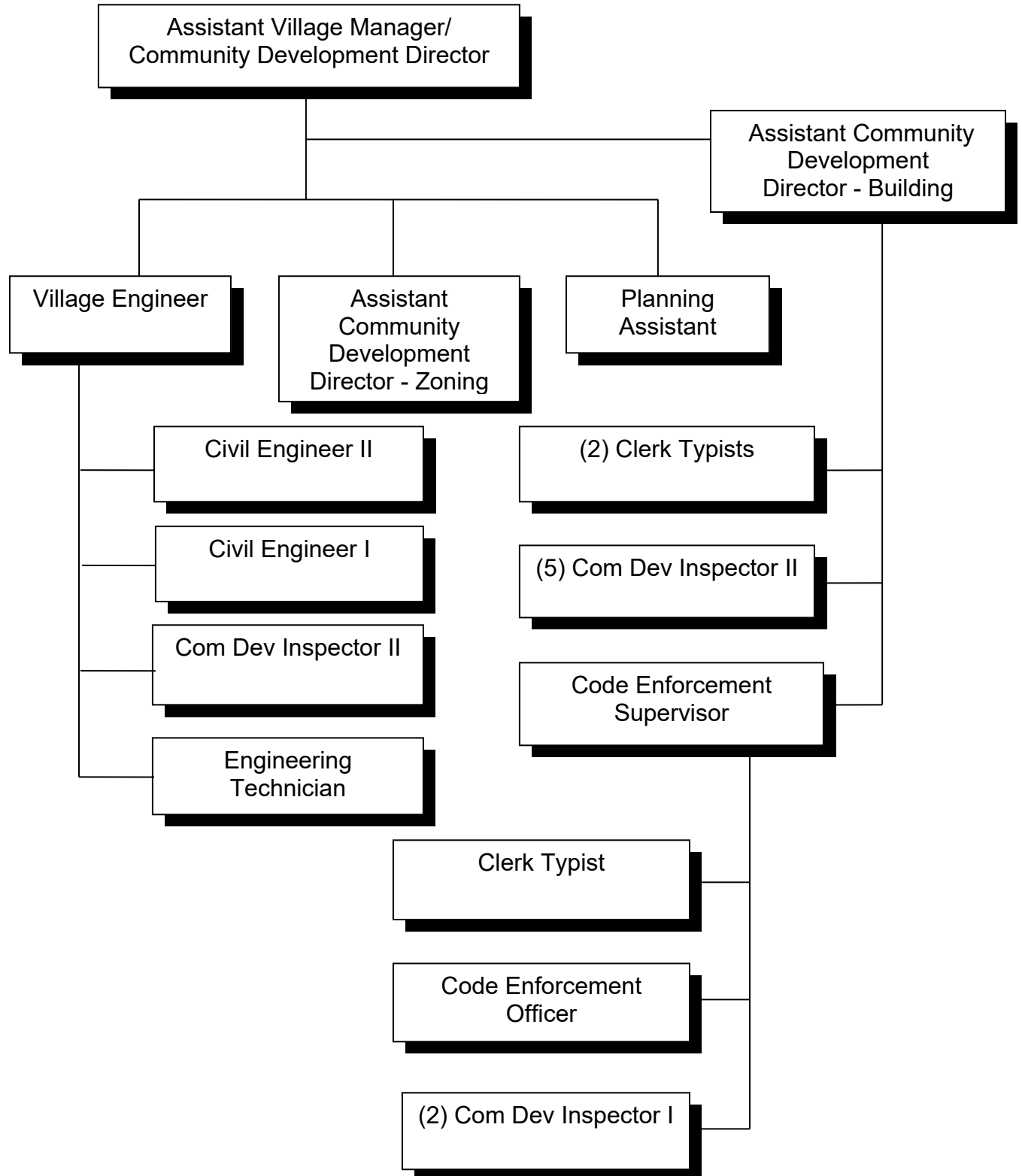
G/L Account	Account Description	ACTUAL	BUDGET	EST ACT	BUDGET	BUDGET
COMMUNICATIONS						
Budget Transactions						
100.1530-4115	COMMUNICATIONS-TELEPHONE	10,679.00	65,756.89	25,700.00	118,000.00	26,200.00
<i>Transaction Level</i>						
BOARD REVIEW	COOP CELL PHONES-MGR RVW 12-11-18					
BOARD REVIEW	ORIGINAL					
Total Amount 500.00 500.00						
100.1530-4116	COMMUNICATIONS-PORABLE DV	1,838.00	.00	4,000.00	2,000.00	4,000.00
<i>COMMUNICATIONS Totals</i>						
		\$12,517.00	\$65,756.89	\$29,700.00	\$120,000.00	\$30,200.00
UTILITIES						
100.1530-4170	PUBLIC UTIL GAS-HEAT	.00	545.87	.00	2,800.00	.00
100.1530-4173	PUBLIC UTIL ELEC-LIGHT	.00	5,786.61	.00	.00	.00
100.1530-4174	PUBLIC UTIL ELEC-HEAT	.00	13,933.77	.00	.00	.00
<i>UTILITIES Totals</i>						
		\$0.00	\$20,266.25	\$0.00	\$2,800.00	\$0.00
OTHER						
100.1530-4118	COPY REPRODUCTION	.00	1,818.85	2,500.00	2,500.00	2,500.00
100.1530-4120	PUBLIC RELATIONS	.00	7,968.06	5,100.00	5,100.00	5,100.00
100.1530-4160	PRINTING	452.00	520.49	500.00	500.00	500.00
100.1530-4161	PUBLICATION OF NOTICES	.00	.00	400.00	400.00	400.00
Budget Transactions						
<i>Transaction Level</i>						
BOARD REVIEW	BLUE LINE					
BOARD REVIEW	LA RAZA					
Total Amount 200.00 200.00						
100.1530-4163	CONFERENCES	7,934.00	14,283.15	6,400.00	6,400.00	\$400.00
Budget Transactions						
<i>Transaction Level</i>						
BOARD REVIEW	CALEA CONFERENCE					
BOARD REVIEW	IPS TELECOMMUNICATIONS CONFERENCE					
BOARD REVIEW	MABAS					
Total Amount 4,700.00 1,400.00 300.00						
100.1530-4164	TRAINING	12,586.00	12,552.52	15,700.00	15,700.00	\$6,400.00
Budget Transactions						
<i>Transaction Level</i>						
BOARD REVIEW	MANAGEMENT TRAINING					
BOARD REVIEW	POLICE STAFF & COMMAND TRAINING					
BOARD REVIEW	T/C TRAINING					
Total Amount 6,300.00 1,800.00 7,600.00						
\$15,700.00						

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.1530-4180	REPAIRS & MAINTENANCE	7,466.00	3,720.50	24,400.00	24,400.00	34,400.00	60,000.00	60,000.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	ACDC PORTAL MAINTENANCE - 2-21/19					1.0000	10,000.00	10,000.00
BOARD REVIEW	FIRE EXTINGUISHERS MAINTENANCE					1.0000	2,900.00	2,900.00
BOARD REVIEW	FURNITURE MAINTENANCE					1.0000	2,000.00	2,000.00
BOARD REVIEW	MAINTENANCE - MICROWAVES & RADIOS					1.0000	15,000.00	15,000.00
BOARD REVIEW	UPS MAINTENANCE SYSTEM					1.0000	4,500.00	4,500.00
						BOARD REVIEW Totals		
				2,785.00	8,000.00	4,800.00	4,800.00	4,800.00
100.1530-4192	DUES/SUBSCRIPTIONS		2,249.98	4,800.00		4,800.00		
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	APCO MEMBERSHIP					1.0000	1,900.00	1,900.00
BOARD REVIEW	NENA (GROUP MEMBERSHIP)					1.0000	2,900.00	2,900.00
						BOARD REVIEW Totals		
						1,600.00	1,600.00	1,600.00
100.1530-4199	OTHER SERVICES & CHARGES	3,484.00	1,102.45	1,600.00	9,000.00			
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	NOTARY RENEWALS					1.0000	1,000.00	1,000.00
BOARD REVIEW	SHREDDING					1.0000	600.00	600.00
						BOARD REVIEW Totals		
						1,600.00		1,600.00
OTHER Totals								
		\$34,707.00	\$44,216.00	\$61,400.00	\$72,000.00	\$71,400.00	\$97,000.00	\$97,000.00
SERVICES & CHARGES Totals								
		\$103,237.00	\$195,562.06	\$142,500.00	\$243,200.00	\$197,100.00	\$222,700.00	\$222,700.00
SUPPLIES & MATERIALS								
100.1530-4201	OFFICE SUPPLIES							
100.1530-4203	CLOTHING SUPPLIES	3,172.00	8,323.59	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	NEW T/C/ UNIFORMS					1.0000	3,500.00	3,500.00
BOARD REVIEW	UNIFORM REPLACEMENT					1.0000	8,300.00	8,300.00
						BOARD REVIEW Totals		
						.00	.00	.00
100.1530-4205	CHEMICALS	.00	.00	.00	.00	.00	.00	.00
100.1530-4299	OTHER OPERATING SUPPLIES	8,249.00	18,143.72	13,800.00	13,800.00	13,800.00	13,800.00	13,800.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	CUSTOMER SERVICE PROGRAM					1.0000	9,500.00	9,500.00
BOARD REVIEW	FIRST AID SUPPLIES					1.0000	500.00	500.00
BOARD REVIEW	HEADSET/EARPIECES/BATTERIES					1.0000	3,800.00	3,800.00
						BOARD REVIEW Totals		
						13,800.00		\$13,800.00
SUPPLIES & MATERIALS Totals								
		\$19,991.00	\$38,219.74	\$35,600.00	\$35,600.00	\$35,600.00	\$35,600.00	\$35,600.00

G/L Account	Account Description	ACTUAL	ACTUAL	BUDGET	EST ACT	BUDGET	BUDGET
CAPITAL OUTLAYS							
EQUIPMENT							
100.1530-4304	EQUIPMENT-ELECTRONICS	(602.00)	16,594.79	1,500.00	110,000.00	1,500.00	1,500.00
Budget Transactions							
Transaction							
BOARD REVIEW	FITNESS ROOM EQUIPMENT					1,500.00	1,500.00
Level							
Number of Units							
1,0000							
Cost Per Unit							
1,500.00							
Total Amount							
1,500.00							
BOARD REVIEW Totals							
EQUIPMENT Totals							
(\$602.00)							
CAPITAL OUTLAYS Totals							
(\$602.00)							
TRANSFERS OUT							
100.1530-4962	TRANSFER TO IT	42,431.00	59,572.40	289,500.00	289,500.00	330,200.00	335,700.00
TRANSFERS OUT Totals							
\$42,431.00							
\$289,500.00							
\$330,200.00							
\$335,700.00							
Department	1530 - CONSOLIDATED DISPATCH	\$3,808,584.00	\$5,297,181.67	\$5,380,100.00	\$5,854,600.00	\$5,893,600.00	\$6,149,800.00
CTR Totals							
\$5,598,900.00							

COMMUNITY DEVELOPMENT

Organization Structure



COMMUNITY DEVELOPMENT

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Community Development Department is managed by the Director of Community Development, who oversees and coordinates operations related to building permits, code enforcement, engineering, capital improvements, planning/zoning, GIS and economic development for the Village. The department has twenty (21) full time employees. The Community Development Director also serves as Assistant Village Manager for the Village.

Building Permits

Building permits for any construction work, required by Village Code, are processed by our team of professionals, including clerical, plan review and supervisory staff. Inter-departmental plan review comments are also coordinated into the permit process. The Instant Permit Program allows homeowners to receive a permit in one short appointment for smaller home improvement projects, such as decks, patios, driveways, sheds, fences, utility connections, etc. Insurance Service Organization (ISO), sign variations, appearance reviews, outdoor activity permits and staffing the Commercial and Industrial Commission are also processed by this staff.

Code Enforcement

Enforcement of all building and property maintenance codes is performed by our team of professionally trained inspectors. Areas of inspection include new construction, redevelopment, new business licenses, rental housing, annual commercial/industrial, commercial/industrial pre-sale, curbside inspections, transfer stamp approvals and property maintenance complaints. This division also completes the sump pump inspections for transfer of property. Staffing of the Tenant-Landlord Commission is included in this function. Beginning in 2007, vacant foreclosures began adding to our workload in this area.

Engineering

The design and construction of all land development improvements is reviewed and inspected by our team of professional engineers. Plan reviews are performed for all exterior utility, grading, drainage, parking and other site improvements related to new construction and/or redevelopment. Plan reviews are conducted for public improvements related to subdivision and planned unit development. To insure code compliance, inspections are performed by the engineering staff during various phases of construction. In 2010, GIS functions for the entire Village organization were transferred from IT to the Engineering Division. The Community Rating System (CRS) is also performed by Engineering. Beginning in 2010, property sump pump inspections were transferred from Public Works to Engineering, and in 2014 this function was absorbed by all CD Inspector II positions.

Capital Improvements

A majority of the Village's capital improvement projects are coordinated by the Community Development Department. These include roadway, drainage, traffic signals, Community Development Block Grant (CDBG), noise walls, bike paths, sewer and water improvement projects. Miscellaneous projects, such as land acquisition and building construction, are also coordinated by the Community Development Department.

COMMUNITY DEVELOPMENT

Narrative (Cont'd)

Planning and Zoning

Land use development cases are legally processed by our professional planning staff. Our planning staff processes annexations, subdivisions, planned unit developments and zoning variations. The process involves legal notice, public hearings, agenda preparation and plan review for case consideration by the Planning & Zoning Commission, Town Center Commission, Building, Zoning and Development Committee and Village Board. Working with the Village attorney, the planning staff prepares all the legal documents for land use development cases, and records these documents. The planning staff also conducts zoning reviews for building permits and business licenses. Appearance standards are also reviewed for all new and rehabbed buildings. The Façade Grant Program is also administered by staff from this area. During FY 2011/12 the Comprehensive Plan was updated by our planning staff.

Economic Development

Economic development activities are performed by the professional planning staff in the Community Development Department, with the goal of maintaining and growing an active and balanced business community in the Village. Activities include TIF District projects, sales tax rebate incentives, facade renovation incentives, marketing data compilation, Town Center projects, new business recruitment and existing business retention.

FY 2019-20 KEY OBJECTIVES

Strategic Priority 1: Economic Development

- b. Successful commercial development
 - Continue working with commercial and retail property owners to improve their property and upgrade their tenant mix.
 - Continue seeking new businesses to fill vacancies.

Strategic Priority 3: Housing

- a. Expanded supported living housing options for seniors
 - Work with developers to provide senior housing.
- b. High percentage of Addison residents remain here
 - Work with property owners and developers to maintain quality housing stock.
- c. Current unincorporated areas are successfully incorporated
 - Continue annexing unincorporated parcels.

COMMUNITY DEVELOPMENT

Narrative (Cont'd)

PERFORMANCE MEASURES

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$3,063,026	\$3,249,700	\$3,230,700
Number of Employees	19	20	20
Building Permits			
Outputs			
Total Number of Permits Issued	1,607	1,657	1,671
# of New Residential Permits	24	30	34
# of Residential Additions & Alterations	819	836	840
# of New Commercial/Industrial	2	2	1
# of Commercial/Industrial Add & Alt	141	152	160
# of Misc. (fences, sheds, utilities, decks, etc.)	621	630	636
# of Instant Permits	570	580	585
# of Over the Counter Permits (OTC)	429	440	445
# of Plan Reviews Performed (Initial)	1,813	1,856	1,877
# of Plan Reviews Performed (Second)	406	429	431
# of Building Inspections Performed	5,453	5,500	5,550
Efficiencies			
Average Number of Days to Process a Permit	13	12	12
Effectiveness			
# of Instant Permits as a % of all Permits	36%	35%	35%
# of Instant Permits as a % of all Misc. Permits	39%	38%	38%
% of Plans Reviewed in 10 Business Days or Less (Initial)	90%	90%	90%
% of Plans Reviewed in 10 Business Days or Less (Second)	96%	97%	97%
Code Enforcement			
Outputs			
# of Citations Issued – Circuit Court	3	2	2
# of Citations Issued – Administrative Adj.	259	265	270
Subtotal	262	267	272

COMMUNITY DEVELOPMENT

Narrative (Cont'd)

PERFORMANCE MEASURES (Cont'd)

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Code Enforcement (Cont'd)			
Outputs (Cont'd)			
# of Code Enforcement Cases Initiated	991	1,000	1,025
# of Code Enforcement Cases Resolved	774	780	785
# of Business Licenses Reviewed	134	135	140
# of Business Licenses Denied	3	2	2
# of Business License Inspections Conducted	134	135	140
# of Annual Residential Rental Inspections Conducted	622	630	636
# of Annual Commercial/Industrial Inspections Conducted	253	258	262
# of Annual Commercial/Industrial Inspections Approved	246	250	252
# of Presale Inspections	9	10	10
# of Transfer Stamps Processed for Code Compliance	780	782	785
Number of Sump Pump Inspections	780	782	785
Number of FOIA Requests Processed	255	258	260
Efficiencies			
Average Days to Resolve an Enforcement Case	22	21	20
Effectiveness			
% of Code Enforcement Cases Resolved	75%	75%	78%
Planning & Zoning			
Outputs			
Total # of Zoning Cases Processed	18	23	21
# of Annexations	6	5	4
# of Re-Zoning	3	2	3
# of Subdivisions	5	4	2
# of Variations	7	10	10
# of Misc. Cases	4	3	2
# of Sign Variations Approved	6	5	5
Efficiencies			
Average Days to Complete	60	60	60

COMMUNITY DEVELOPMENT

Narrative (Cont'd)

PERFORMANCE MEASURES (CONT.)

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Engineering			
Outputs			
# of Floodplain Inquiries	40	50	60
# of GIS Service Requests Processed	112	105	100
# of Sq. ft. of Sidewalks Inspected-New	3,345	18,462	9,641
# of Sq. ft. of Sidewalks Replaced	33,175	75,253	58,698
# of Linear ft. of Curb and Gutters Inspected-New	1,209	2,189	2,000
# of Linear ft. of Curb and Gutters Replaced	18,000	38,787	26,051
# of Square Yards of Pavement Inspected-New	2,155	4,158	3,500
# of Square Yards of Pavement Replaced	64,420	178,076	256,094
# of Structures Inspected-New	29	68	67
# of Structures Replaced	4	53	50
# of Linear ft. Storm Sewers Inspected-New	339	1,147	871
# of Linear ft. Storm Sewers Replaced	50	594	554
# of Linear ft. Water Mains Inspected-New	0	135	2,900
# of Linear ft. Water Mains Replaced	4,288	8,278	2,500
# of Driveway Aprons Inspected-New	20	30	40
# of Aprons & Driveways Replaced	117	276	135

COMMUNITY DEVELOPMENT

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Assistant Village Manager/Director of Community Development	0.70	0.70	0.70	0.70	0.70
Asst Director of Community Dev - Building	0.70	0.70	0.70	0.70	0.70
Asst Director of Community Dev - Zoning	1.00	1.00	1.00	1.00	1.00
Village Engineer	0.70	0.70	0.70	0.70	0.70
Civil Engineer I	0.70	0.70	0.70	0.70	0.70
Civil Engineer II	0.80	0.80	0.80	0.80	0.80
Engineering Technician	1.00	1.00	1.00	1.00	1.00
Community Development Inspector I (2)	2.00	2.00	2.00	2.00	2.00
Community Development Inspector II (6)	6.00	6.00	6.00	6.00	6.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Code Enforcement Supervisor	1.00	1.00	1.00	1.00	1.00
Planning Assistant	1.00	1.00	1.00	1.00	1.00
Clerk Typist (3)	3.00	3.00	3.00	3.00	3.00
Total Budgeted:	<u>19.60</u>	<u>19.60</u>	<u>19.60</u>	<u>19.60</u>	<u>19.60</u>

Authorized & Unbudgeted:

*Single Family Residence Inspector	<u>1.00</u>
Subtotal:	<u>1.00</u>

Total Authorized: 20.60

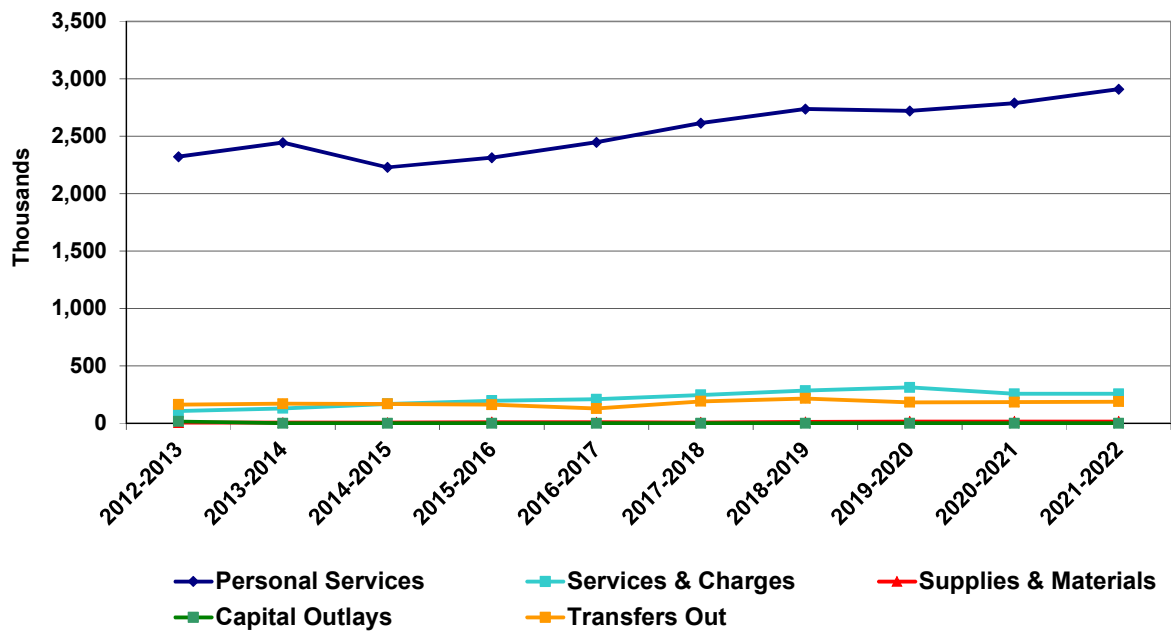
Note: Page 31 summarizes Employee Allocation Between Departments

*This position will remain unbudgeted until funding is available.

COMMUNITY DEVELOPMENT

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	2,737,000	2,720,500	2,789,200	2,910,200
Services & Charges	284,600	312,200	257,200	257,200
Supplies & Materials	12,000	15,000	15,000	15,000
Capital Outlays	0	0	0	0
Transfers Out	216,100	183,000	184,400	188,200
Total	3,249,700	3,230,700	3,245,800	3,370,600



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 2010 - COMMUNITY DEVELOPMENT								
PERSONNEL SVCS								
WAGES & SALARIES								
100.2010-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$574,402.00	\$625,818.43	\$1,755,900.00	\$1,848,800.00	\$1,838,800.00	\$1,879,000.00	\$1,962,400.00
	Budget Transactions							
	Level							
	Transaction							
	INSPECTOR 2 - BOARD RWV 1-29-19							
	ORIGINAL							
100.2010-4002	WAGES CLERICAL	292,210.00	327,478.40	.00	.00	.00	.00	.00
100.2010-4003	WAGES OPERATIONAL	805,931.00	837,516.52	.00	.00	.00	.00	.00
100.2010-4004	OVERTIME	22,628.00	37,267.28	45,000.00	49,000.00	45,000.00	45,000.00	45,000.00
100.2010-4006	OTHER PAY	19,454.00	10,660.00	20,000.00	11,000.00	20,000.00	20,000.00	20,000.00
100.2010-4007	PART-TIME	.00	3,427.88	.00	7,000.00	.00	.00	.00
100.2010-4020	SICK PAY	38,374.00	42,209.71	40,000.00	40,000.00	44,000.00	44,000.00	44,000.00
	WAGES & SALARIES Totals	\$1,752,999.00	\$1,884,378.22	\$1,860,900.00	\$1,955,800.00	\$1,947,800.00	\$1,988,000.00	\$2,071,400.00
TAXES & BENEFITS								
100.2010-4009	I.M.R.F.	229,529.00	240,003.13	234,300.00	251,700.00	202,600.00	206,800.00	215,600.00
	Budget Transactions							
	Level							
	Transaction							
	INSPECTOR 2 - BOARD RWV - 1-29-19							
	ORIGINAL							
100.2010-4010	SOCIAL SECURITY	130,915.00	142,435.09	140,900.00	149,600.00	147,500.00	150,600.00	157,000.00
	Budget Transactions							
	Level							
	Transaction							
	INSPECTOR 2 - BOARD RWV - 1-29-19							
	ORIGINAL							
100.2010-4012	HEALTH INSURANCE	333,558.00	347,881.56	379,900.00	379,900.00	422,600.00	443,800.00	466,200.00
	Budget Transactions							
	Level							
	Transaction							
	INSPECTOR 2 - BOARD RWV - 1-29-19							
	INSPECTOR 2 LIFE INS - BOARD RWV - 1-29-19							
	ORIGINAL							
	TAXES & BENEFITS Totals	\$694,002.00	\$730,319.78	\$755,100.00	\$781,200.00	\$772,700.00	\$801,200.00	\$838,800.00
	PERSONNEL SVCS Totals	\$2,447,001.00	\$2,614,698.00	\$2,616,000.00	\$2,737,000.00	\$2,720,500.00	\$2,789,200.00	\$2,910,200.00
SERVICES & CHARGES								
100.2010-4150	IRMA INSURANCE	17,795.00	17,724.60	15,600.00	12,700.00	17,300.00	17,300.00	17,300.00
	PROFESSIONAL							
100.2010-4101	PROF SERV ACCT/AUDITING	3,662.00	3,328.30	.00	.00	.00	.00	.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.2010-4102	PROF SERV ARCHITECTURAL	63,257.00	88,477.87	60,000.00	90,000.00	70,000.00	70,000.00	70,000.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Transaction							
	CHRISTOPHER B BURKE/PLAN REVIEW					1.0000	60,000.00	60,000.00
	ENGINEERING/TRAFFIC RELATED SERVICES					1.0000	5,000.00	5,000.00
	SOIL CONSULTANTS					1.0000	5,000.00	5,000.00
						BOARD REVIEW Totals		
								\$70,000.00
100.2010-4103	PROF SERV LEGAL	2,030.00	3,097.50	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
100.2010-4105	PROF SERV DATA PROCESSING	269.00	268.52	.00	.00	.00	.00	.00
100.2010-4107	PROF SERV MEDICAL	.00	565.00	.00	300.00	.00	.00	.00
100.2010-4110	TECH & CONSULT SERVICES	70,395.00	60,287.56	70,000.00	70,000.00	95,000.00	80,000.00	80,000.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Transaction							
	BUILDING CONSULTANT					1.0000	25,000.00	25,000.00
	CIVILTECH INSPECTIONS					1.0000	20,000.00	20,000.00
	CRS OUTREACH INSERT					1.0000	4,000.00	4,000.00
	DRAINAGE FLOW PATH MODELING - MGR RVW 12-10-18					1.0000	25,000.00	25,000.00
	ELEVATOR INSPECTION					1.0000	2,000.00	2,000.00
	FIRE PLAN REVIEW					1.0000	15,000.00	15,000.00
	SPECIAL INSPECTIONS					1.0000	1,000.00	1,000.00
	TRAFFIC STUDY					1.0000	2,000.00	2,000.00
	ZONING/PLANNING PUBLIC HEARINGS COURT					1.0000	1,000.00	1,000.00
						BOARD REVIEW Totals		
								\$95,000.00
PROFESSIONAL Totals								
		\$139,613.00	\$156,024.75	\$133,000.00	\$163,300.00	\$168,000.00	\$153,000.00	\$153,000.00
COMMUNICATIONS								
100.2010-4115	COMMUNICATIONS-TELEPHONE	13,202.00	14,501.66	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
100.2010-4116	COMMUNICATIONS-PORABLE DV	2,239.00	(794.25)	.00	2,200.00	.00	.00	.00
100.2010-4117	COMMUNICATIONS-POSTAGE	3,770.00	6,580.56	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
	<i>COMMUNICATIONS Totals</i>	\$19,211.00	\$20,287.97	\$17,000.00	\$19,200.00	\$17,000.00	\$17,000.00	\$17,000.00
UTILITIES								
100.2010-4173	PUBLIC UTIL ELEC-LIGHT	45.00	.00	.00	.00	.00	.00	.00
	<i>UTILITIES Totals</i>	\$45.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER								
100.2010-4118	COPY REPRODUCTION	3,349.00	3,925.51	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
100.2010-4160	PRINTING	7,370.00	10,828.07	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Transaction							
	ADJUDICATION/CITATION FORMS					1.0000	600.00	600.00
	PERMIT FORMS-BLDG/OCCUP/WARNING/ENVELOPES/STORMWATER MGMT.					1.0000	2,900.00	2,900.00
	PERMITS-OTHER PRINTING BUSINESS CARDS					1.0000	2,500.00	2,500.00
	SUPPLIES FROM THE BLUEPRINT SHOPPE, ETC.					1.0000	1,000.00	1,000.00
						BOARD REVIEW Totals		
								\$7,000.00
100.2010-4161	PUBLICATION OF NOTICES	2,265.00	3,573.05	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00

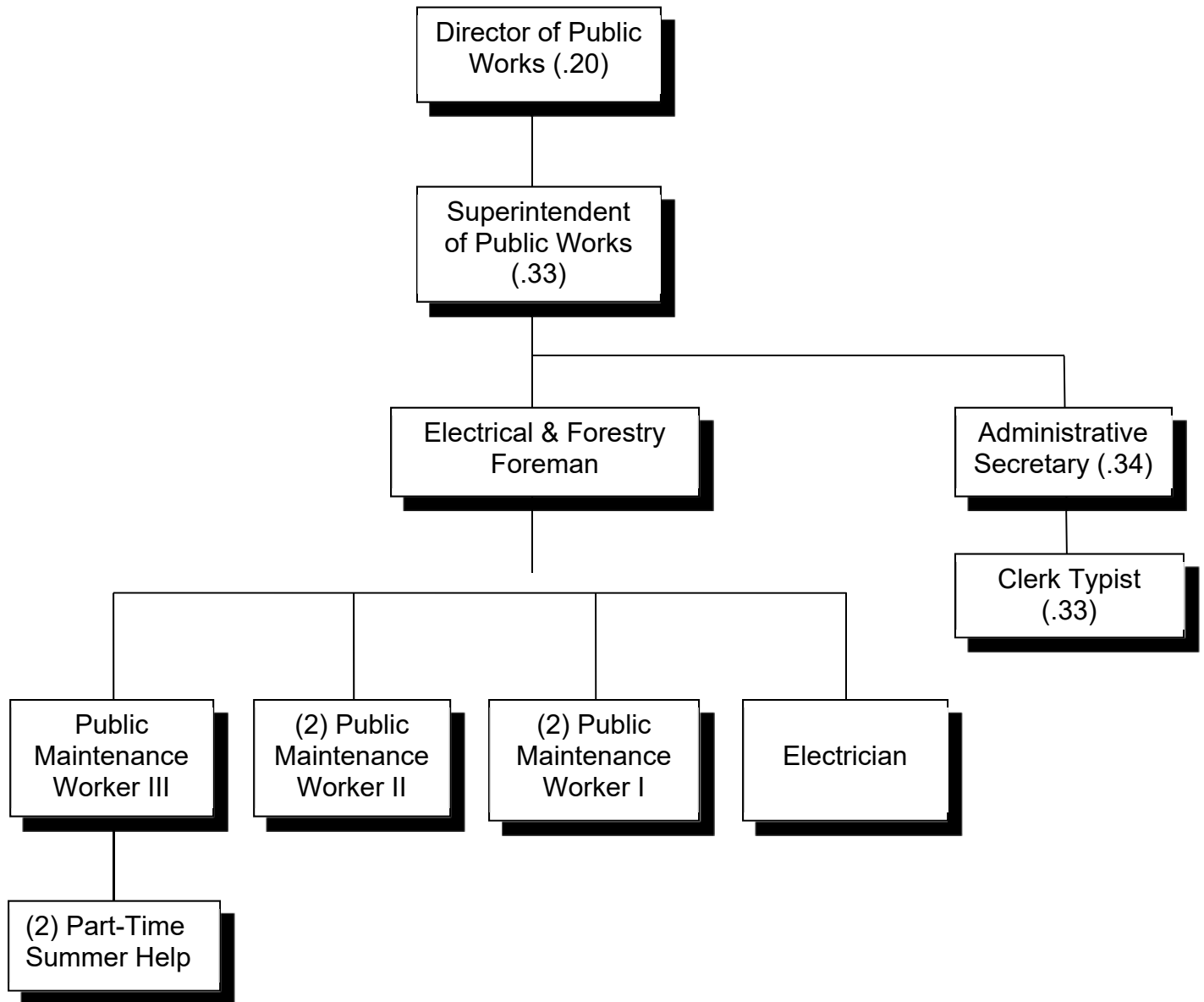
Budget Year 2020

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.2010-4163	CONFERENCES	4,139.00	3,404.82	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Budget Transactions								
	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	ADDITION CHAMBER OF COMMERCE AND INDUSTRY					1.0000	500.00	500.00
	APWA/SBOC PLANNING MEETINGS ONCE A MONTH					1.0000	1,000.00	1,000.00
	CONFERENCE FOR ENGINEERING/PLANNING & DEVELOPMENT					1.0000	500.00	500.00
	INSPECTION SEMINARS STORMWATER FEMA					1.0000	1,000.00	1,000.00
						BOARD REVIEW Totals		\$3,000.00
100.2010-4164	TRAINING	5,190.00	5,594.35	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
Budget Transactions								
	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	MANAGEMENT WETLANDS/OTHER CODE RELATED					1.0000	500.00	500.00
	MISCELLANEOUS ONE DAY TRAINING					1.0000	500.00	500.00
	PROFESSIONAL ENGINEERS LICENSE/CERTIFICATION ICC					1.0000	500.00	500.00
	SBOC/PLUMBING/ELECTRICAL TRAINING					1.0000	2,500.00	2,500.00
	STORMWATER MANAGEMENT/TRANSPORTATION GIS					1.0000	500.00	500.00
						BOARD REVIEW Totals		\$4,500.00
100.2010-4180	REPAIRS & MAINTENANCE	250.00	250.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00
Budget Transactions								
	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	GENERAL REPAIRS					1.0000	700.00	700.00
	SURVEYING INSTRUMENT & TRAFFIC COUNTERS					1.0000	700.00	700.00
						BOARD REVIEW Totals		\$1,400.00
100.2010-4192	DUES/SUBSCRIPTIONS	4,994.00	9,690.66	9,000.00	9,000.00	9,500.00	9,500.00	9,500.00
Budget Transactions								
	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	(2) PLANNING REFERENCE MANUALS					1.0000	400.00	400.00
	AICP MEMBERSHIP					1.0000	100.00	100.00
	ANSI/ASME/PLUMBING CODE AND ACCESS MANUALS					1.0000	500.00	500.00
	ASCE/(1) APA MEMBERSHIP					1.0000	800.00	800.00
	AUTO CAD SUBSCRIPTION (3)					1.0000	5,000.00	5,000.00
	ENGINEERING & BUILDING REFERENCE BOOKS					1.0000	1,000.00	1,000.00
	ICC MEMBERSHIP					1.0000	200.00	200.00
	SBOC/ICMA MEMBERSHIP					1.0000	1,500.00	1,500.00
						BOARD REVIEW Totals		\$9,500.00
100.2010-4199	OTHER SERVICES & CHARGES	5,096.00	16,974.55	96,500.00	56,500.00	76,500.00	36,500.00	36,500.00
Budget Transactions								
	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	CAR WASHES					1.0000	500.00	500.00
	COUNTY RECORDING FEES					1.0000	1,000.00	1,000.00
	DOCUMENT SCANNING					1.0000	20,000.00	20,000.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.2010-4201	BOARD REVIEW					1.0000	40,000.00	40,000.00
	BOARD REVIEW					1.0000	10,000.00	10,000.00
	BOARD REVIEW					1.0000	1,000.00	1,000.00
	BOARD REVIEW					1.0000	4,000.00	4,000.00
	UNOCCUPIED PROPERTY MAINTENANCE					BOARD REVIEW Totals		
		\$32,653.00	\$54,241.01	\$129,400.00	\$89,400.00	\$109,900.00	\$69,900.00	\$69,900.00
	OTHER Totals					\$312,200.00	\$257,200.00	\$257,200.00
	SERVICES & CHARGES Totals	\$209,317.00	\$248,278.33	\$295,000.00	\$284,600.00			
100.2010-4201	OFFICE SUPPLIES	3,503.00	3,406.14	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
SUPPLIES & MATERIALS								
Budget Transactions								
	Transaction					Number of Units	Cost Per Unit	Total Amount
	FAX AND COPY MACHINE TONER CARTRIDGE					1.0000	1,000.00	1,000.00
	GENERAL OFFICE SUPPLIES/MISC DRAFTING EQUIPMENT					1.0000	3,000.00	3,000.00
						BOARD REVIEW Totals		
		3,642.00	3,262.80	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
100.2010-4203	CLOTHING SUPPLIES							
Budget Transactions								
	Transaction					Number of Units	Cost Per Unit	Total Amount
	BOOTS (14) AT \$100.00					1.0000	1,400.00	1,400.00
	CLOTHING ALLOWANCE					1.0000	3,600.00	3,600.00
						BOARD REVIEW Totals		
		1,976.00	1,157.73	3,000.00	3,000.00	6,000.00	6,000.00	6,000.00
100.2010-4299	OTHER OPERATING SUPPLIES							
Budget Transactions								
	Transaction					Number of Units	Cost Per Unit	Total Amount
	ENGINEERING AND BUILDING TOOLS					1.0000	500.00	500.00
	STAKES/NAILS/PAINTS/RAIN GEAR/GLOVES					1.0000	500.00	500.00
	TRAFFIC CONTROL UPGRADE ITEMS					1.0000	5,000.00	5,000.00
						BOARD REVIEW Totals		
		\$9,121.00	\$7,826.67	\$12,000.00	\$12,000.00	\$15,000.00	\$15,000.00	\$15,000.00
	SUPPLIES & MATERIALS Totals							
TRANSFERS OUT								
100.2010-4961	TRANSFER TO FLEET SERVICE	28,253.00	49,222.98	46,600.00	46,600.00	50,500.00	51,800.00	53,800.00
100.2010-4962	TRANSFER TO IT	90,404.00	127,100.35	103,200.00	103,200.00	101,300.00	111,000.00	112,800.00
100.2010-4964	TRANSFER TO EQUIP REPL FD	10,300.00	15,900.00	66,300.00	66,300.00	31,200.00	21,600.00	21,600.00
	TRANSFERS OUT Totals	\$128,957.00	\$192,223.33	\$216,100.00	\$216,100.00	\$183,000.00	\$184,400.00	\$188,200.00
Department 2010 - COMMUNITY DEVELOPMENT Totals								
		\$2,794,396.00	\$3,063,026.33	\$3,139,100.00	\$3,249,700.00	\$3,230,700.00	\$3,245,800.00	\$3,370,600.00

ELECTRICAL & FORESTRY

Organization Structure



ELECTRICAL & FORESTRY

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Electrical & Forestry (E&F) Division of the Public Works Department operates under the direction of the Director of Public Works and Superintendent of Public Works. The division is overseen by the Electrical and Forestry Foreman and is comprised of (1) Public Maintenance Worker III, (2) Public Maintenance Worker II, (2) Public Maintenance Worker I and (1) Electrician. This division also provides partial funding for clerical and administrative staff.

Forestry

The Electrical & Forestry budget provides for the maintenance of Village trees on parkways, street medians, subdivision entrances, detention basins and all other Village properties. Work includes planting, pruning, dead/hazardous/diseased/infested tree removal, stump grinding, site restoration (soil, sod & seed), fertilization, watering, herbicide/pesticide application, staking and mulching. This budget also provides for horticultural maintenance of the Village's landscaped areas (such as urban plazas, subdivision entrances, flowerbeds and Veteran's Circle) as well as a portion of the contract mowing and maintenance of Village properties, aquatic weed control, mosquito abatement, elementary school Arbor Day activities, and subdivision and/or construction landscape plan reviews for proposed additions or upgrades within the Village of Addison.

Electrical

The Electrical & Forestry budget also provides for maintenance and repair to the street light and traffic signal systems. Such work includes the locating, repair and replacement of underground cable, replacement of light bulbs/refractors/luminaries, removal and replacement of streetlight poles, bases and arms (corresponding to vehicle accidents, water main breaks, etc.), maintenance and repair of the lighting control panels, plan reviews, and contractual traffic signal maintenance. This budget also covers the contract maintenance of the Village's warning siren system and the maintenance, installation and removal of five of the Villages pond aerators servicing ponds in various subdivisions.

Miscellaneous

The Electrical & Forestry budget provides for portions of salaries of Public Works clerical and administrative staff, along with Public Works janitorial services. Snow plowing and salting during regular hours of operation as well as Holiday decoration display and removal are additional items of work performed by this division.

ELECTRICAL & FORESTRY

Narrative (Cont'd)

FY 2019-20 Key Objectives

Strategic Priority 2: Community Image

1. Continue work to maintain and improve the aesthetics of the Village's properties and thoroughfares as follows:
 - a. Add festive and inspiring holiday décor to municipal grounds for the public to enjoy.
 - b. Provide special maintenance, such as planting of flowers at the Village's entrance signs, Veteran's Circle, Lake Street medians, Village Hall grounds and Urban Plazas.
 - c. Continue to provide additional public services such as the Village's extensive branch pickup program, free mulch delivery to residents, Christmas tree pickup program, and the Arbor Day elementary school program and tree give-away.

Strategic Priority 4: Infrastructure

1. Manage and maintain the Village's municipal tree population:
 - a. Village's GIS Tree Inventory program provides inventory and mapping of the Village's street and property tree species, locations, size, condition for asset inventory, GIS integration with Village systems, canopy coverage and species tracking and diversity.
 - b. Provide maintenance of the parkway trees throughout the Village through pruning activities, risk assessment and the removal of dead, diseased and hazardous trees.
 - c. Plant new trees and replace dead/hazardous/diseased/infested trees with greater species diversity, planning and spacing for long term community benefits.
2. Manage and maintain the Village's street lighting system:
 - a. Responsibly integrate the use of LED technology into streetlight program.
 - b. Continue to update streetlight system with GIS re-inventory, inspection, maintenance and upgrades.
 - Control panel replacement and upgrades
 - Remote disconnect installations
 - Street lighting addition and relocation plans
 - Panel and light pole painting and maintenance
3. Thoroughfare maintenance:
 - a. Brick paver resetting, cleaning, sealing along Addison's thoroughfares, urban plazas and municipal grounds.
 - b. Mowing and maintenance of Village properties, including detention basins, grounds at public buildings and vacant property.

Strategic Priority 6: Employee Development

1. Continue to provide training and certification for Division employees in both electrical and forestry programs, methods and technology, promoting acknowledged professionalism to the Village's staffing.

ELECTRICAL & FORESTRY

Narrative (Cont'd)

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$2,182,532	\$2,423,100	\$2,357,800
Number of Employees	10	10	10
Outputs			
Trees Pruned/In-House	550	400	400
Trees Pruned/Contracted	1,850	1,400	1,400
Trees Removed/In-House	150	140	140
Trees Removed/Contracted	2	2	2
Trees Planted	400	125	125
Wood Chips Generated From Branch Pick-up (Cubic Yards)	2,800	3,000	3,000
Wood Chips Delivered To Residents Upon Request (Cubic Yards)	320	200	200
Street Light Work Orders	275	250	250
Bulbs Replaced	450	450	450
Service Requests (Total)	1,000	1,000	1,000
Service Requests Generated In-house	320	350	350
Effectiveness			
In-house service request/Total service requests = % Department Proactivity	33%	35%	35%
Efficiency			
Landscape Maintenance – Cost Per Acre	\$87.30/based on 12 mos	\$86.63/based on 12 mos	\$86.63/based on 12 mos
Cyclical Tree Pruning Contract – Cost per Tree	\$26.31	\$26.31	\$35.00

ELECTRICAL & FORESTRY

Personnel Summary

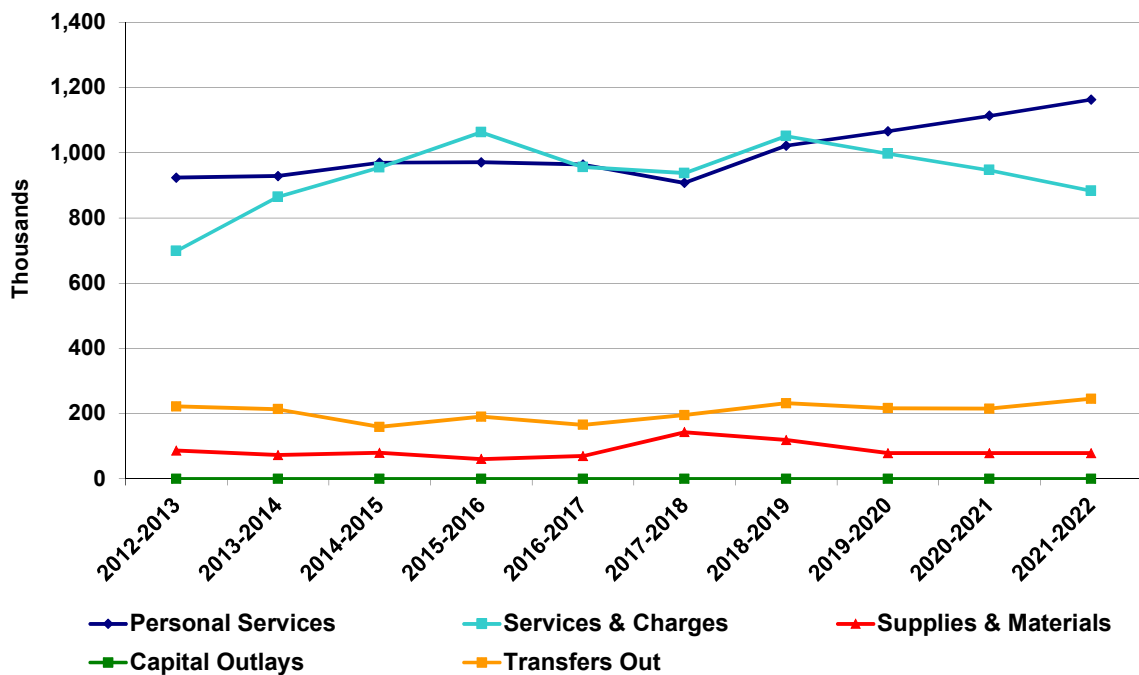
<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent of Public Works	0.33	0.33	0.33	0.33	0.33
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.34	0.34	0.34	0.34	0.34
Clerk Typist	0.33	0.33	0.33	0.33	0.33
Public Maint Worker I (2)	2.00	2.00	2.00	2.00	2.00
Public Maint Worker II (2)	2.00	2.00	2.00	2.00	2.00
Public Maint Worker III	1.00	1.00	1.00	1.00	1.00
Electrician	1.00	1.00	1.00	1.00	1.00
Seasonal/Part-Time (2)	2.00	2.00	2.00	2.00	2.00
Total Budgeted:	10.20	10.20	10.20	10.20	10.20
Authorized & Unbudgeted:					
None					
Total Authorized:	10.20				

Note: Page 31 summarizes Employee Allocation Between Departments

ELECTRICAL & FORESTRY

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	1,021,600	1,065,700	1,113,200	1,162,600
Services & Charges	1,051,000	997,200	946,400	883,400
Supplies & Materials	118,800	78,500	78,200	78,200
Capital Outlays	0	0	0	0
Transfers Out	231,700	216,400	214,900	245,700
Total	2,423,100	2,357,800	2,352,700	2,369,900

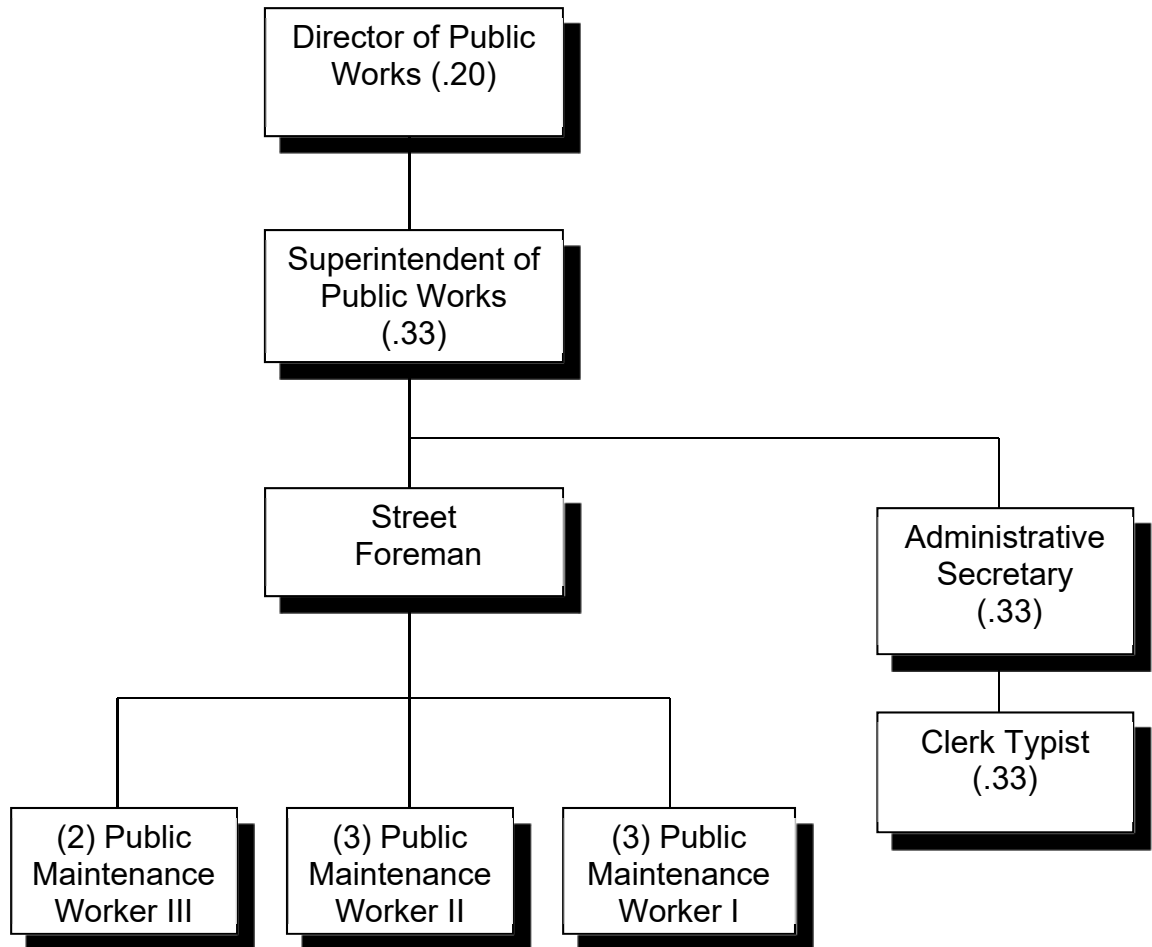


G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund	100 - GENERAL FUND							
EXPENSE								
Department	2510 - ELECTRICAL & FORESTRY							
PERSONNEL SVCS								
WAGES & SALARIES								
100.2510-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$170,899.00	\$177,867.25	\$701,400.00	\$657,600.00	\$7722,700.00	\$756,100.00	\$789,400.00
100.2510-4002	WAGES CLERICAL	48,290.00	44,647.03	.00	.00	.00	.00	.00
100.2510-4003	WAGES OPERATIONAL	425,117.00	358,994.31	.00	.00	.00	.00	.00
100.2510-4004	OVERTIME	4,167.00	11,931.83	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00
100.2510-4006	OTHER PAY	6,089.00	8,982.68	8,500.00	8,500.00	9,200.00	9,200.00	9,200.00
100.2510-4007	PART-TIME	.00	21,768.30	18,000.00	15,000.00	19,000.00	20,000.00	21,000.00
100.2510-4020	SICK PAY	5,719.00	6,468.10	6,500.00	6,500.00	6,900.00	6,900.00	6,900.00
	WAGES & SALARIES Totals	\$660,281.00	\$630,659.50	\$750,400.00	\$703,600.00	\$7773,800.00	\$808,200.00	\$842,500.00
TAXES & BENEFITS								
100.2510-4009	I.M.R.F.	88,502.00	78,667.93	92,100.00	90,000.00	77,700.00	81,900.00	84,600.00
100.2510-4010	SOCIAL SECURITY	51,187.00	48,571.97	56,800.00	54,000.00	58,500.00	59,600.00	63,800.00
100.2510-4012	HEALTH INSURANCE	163,343.00	149,402.91	175,800.00	174,000.00	155,700.00	163,500.00	171,700.00
	TAXES & BENEFITS Totals	\$303,032.00	\$276,642.81	\$324,700.00	\$318,000.00	\$291,900.00	\$305,000.00	\$320,100.00
	PERSONNEL SVCS Totals	\$963,313.00	\$907,302.31	\$1,075,100.00	\$1,021,600.00	\$1,065,700.00	\$1,113,200.00	\$1,162,600.00
SERVICES & CHARGES								
100.2510-4150	IRMA INSURANCE	95,978.00	95,534.61	78,100.00	79,300.00	86,600.00	86,600.00	86,600.00
PROFESSIONAL								
100.2510-4101	PROF SERV ACCT/AUDITING	1,830.00	1,665.52	.00	.00	.00	.00	.00
100.2510-4107	PROF SERV MEDICAL	126.00	1,830.84	1,500.00	1,500.00	.00	.00	.00
100.2510-4110	TECH & CONSULT SERVICES	204,456.00	129,434.00	105,000.00	105,000.00	130,000.00	105,000.00	105,000.00
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	105,000.00	105,000.00
	BOARD REVIEW					1.0000	25,000.00	25,000.00
						BOARD REVIEW Totals		
						\$130,000.00	\$105,000.00	\$105,000.00
	PROFESSIONAL Totals	\$206,412.00	\$132,930.36	\$106,500.00	\$106,500.00	\$130,000.00	\$105,000.00	\$105,000.00
COMMUNICATIONS								
100.2510-4115	COMMUNICATIONS-TELEPHONE	6,714.00	6,045.38	8,300.00	6,000.00	8,300.00	8,300.00	8,300.00
100.2510-4116	COMMUNICATIONS-PORTABLE DV	30.00	149.49	.00	500.00	1,700.00	1,700.00	1,700.00
100.2510-4117	COMMUNICATIONS-POSTAGE	87.00	79.00	500.00	500.00	500.00	500.00	500.00
	COMMUNICATIONS Totals	\$6,831.00	\$6,273.87	\$8,800.00	\$7,000.00	\$10,500.00	\$10,500.00	\$10,500.00
UTILITIES								
100.2510-4170	PUBLIC UTIL GAS-HEAT	4,021.00	3,114.71	5,000.00	11,800.00	5,000.00	5,000.00	5,000.00
100.2510-4173	PUBLIC UTIL ELEC-LIGHT	183,341.00	162,685.35	120,000.00	154,000.00	120,000.00	120,000.00	120,000.00
	UTILITIES Totals	\$187,362.00	\$165,800.06	\$125,000.00	\$165,800.00	\$125,000.00	\$125,000.00	\$125,000.00
OTHER								
100.2510-4118	COPY REPRODUCTION	298.00	383.64	500.00	500.00	500.00	500.00	500.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.2510-4122	MOSQUITO CONTROL	95,013.00	114,007.25	99,900.00	75,500.00	99,900.00	99,900.00	99,900.00
	Budget Transactions							
	Level							
	Transaction							
	AQUATIC WEED CONTROL					1.0000	11,800.00	11,800.00
	BLOOMINGDALE TOWNSHIP-VOA SHARE					1.0000	9,700.00	9,700.00
	MOSQUITO CONTROL					1.0000	78,400.00	78,400.00
						BOARD REVIEW Totals		\$99,900.00
100.2510-4160	PRINTING	182.00	411.00	600.00	600.00	600.00	600.00	600.00
100.2510-4161	PUBLICATION OF NOTICES	228.00	180.48	600.00	600.00	600.00	600.00	600.00
100.2510-4163	CONFERENCES	2,659.00	1,140.00	1,800.00	2,000.00	1,800.00	1,800.00	1,800.00
	Budget Transactions							
	Level							
	Transaction							
	ILLINOIS ARBORIST CONFERENCE					1.0000	1,800.00	1,800.00
						BOARD REVIEW Totals		\$1,800.00
100.2510-4164	TRAINING	1,876.00	4,932.35	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
	Budget Transactions							
	Level							
	Transaction							
	BASIC FORESTRY & ARBORIST CERT					1.0000	4,000.00	4,000.00
	GIS COLLECTION TRAINING					1.0000	2,000.00	2,000.00
						BOARD REVIEW Totals		\$6,000.00
100.2510-4176	SOLID WASTE DISPOSAL	.00	.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
100.2510-4180	REPAIRS & MAINTENANCE	357,228.00	412,988.99	600,600.00	600,600.00	529,100.00	503,300.00	440,300.00
	Budget Transactions							
	Level							
	Transaction							
	BRICK PAVER CLEAN & SEAL					1.0000	30,000.00	30,000.00
	CONCRETE POLE REPLACEMENT					1.0000	16,500.00	16,500.00
	CONTRACT CLEANING					1.0000	14,000.00	14,000.00
	CONTRACT TREE TRIMMING					1.0000	49,200.00	49,200.00
	EMERGENCY SIRENS					1.0000	3,300.00	3,300.00
	EQUIPMENT REPLACEMENT PARTS					1.0000	3,300.00	3,300.00
	FIRE PANEL UPDATE - MGR RVW 12-12-18					1.0000	11,200.00	11,200.00
	FLEET & GARAGE LIGHTING REPLCMNT - MGR RVW 12-12-18					1.0000	14,800.00	14,800.00
	FRONT OFFICE FURNITURE & CARPET-MGR RVW 12-12-18					1.0000	51,600.00	51,600.00
	HELIX BASE INVENTORY					1.0000	3,500.00	3,500.00
	HVAC CONTRACT					1.0000	2,900.00	2,900.00
	INDUSTRIAL WASHER & DRYER REPLCMNT - MGR RVW 12-12-18					1.0000	11,200.00	11,200.00
	LAKE STREET LIGHT POLE PAINTING					1.0000	36,000.00	36,000.00
	MAINTENANCE OF PW BUILDING HVAC					1.0000	10,000.00	10,000.00
	MOWING & NUISANCE WEED CUTTING					1.0000	108,400.00	108,400.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.2510-4185	BOARD REVIEW					1.0000	1,300.00	1,300.00
	BOARD REVIEW					1.0000	2,000.00	2,000.00
	BOARD REVIEW					1.0000	14,900.00	14,900.00
	BOARD REVIEW					1.0000	5,000.00	5,000.00
	BOARD REVIEW					1.0000	400.00	400.00
	BOARD REVIEW					1.0000	10,000.00	10,000.00
	BOARD REVIEW					1.0000	40,000.00	40,000.00
	BOARD REVIEW					1.0000	20,600.00	20,600.00
	BOARD REVIEW					1.0000	3,800.00	3,800.00
	BOARD REVIEW					1.0000	45,000.00	45,000.00
100.2510-4190	BOARD REVIEW					1.0000	20,200.00	20,200.00
	REPAIRS AND MAINTENANCE STREET LIGHT	430.00	.00	.00	.00	BOARD REVIEW Totals		
	RENTAL-EQUIPMENT	.00	.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
	Budget Transactions							
	Transaction					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	1,200.00	1,200.00
	RENTAL OF TRENCHER/HEAVY EQUIP					BOARD REVIEW Totals		
	100.2510-4192	DUES/SUBSCRIPTIONS	1,287.00	1,665.00	1,700.00	1,700.00	1,700.00	1,700.00
	Budget Transactions							
	Transaction					Number of Units	Cost Per Unit	Total Amount
100.2510-4199	BOARD REVIEW					1.0000	1,700.00	1,700.00
	VARIOUS RE-CERTIFICATIONS					BOARD REVIEW Totals		
	Budget Transactions							
	Transaction					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	1,700.00	1,700.00
	OTHER SERVICES & CHARGES	9.00	799.00	700.00	700.00	700.00	700.00	700.00
	Budget Transactions							
	Transaction					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	700.00	700.00
	WALK-ON RUNNERS, CAR WASHES					BOARD REVIEW Totals		
100.2510-4201	OTHER Totals	\$459,210.00	\$536,507.71	\$716,600.00	\$692,400.00	\$645,100.00	\$619,300.00	\$556,300.00
	SERVICES & CHARGES Totals	\$955,793.00	\$937,046.61	\$1,035,000.00	\$1,051,000.00	\$997,200.00	\$946,400.00	\$883,400.00
	SUPPLIES & MATERIALS							
	100.2510-4201	OFFICE SUPPLIES	994.00	977.49	1,000.00	1,000.00	1,000.00	1,000.00
	100.2510-4202	CLEANING SUPPLIES	.00	.00	1,600.00	1,600.00	1,600.00	1,600.00
	100.2510-4203	CLOTHING SUPPLIES	11,509.00	7,259.95	9,400.00	9,400.00	9,400.00	9,400.00
	Budget Transactions							
	Transaction					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	300.00	300.00
	ARC FLASH PROTECTIVE COVERALLS					BOARD REVIEW Totals		
100.2510-4205	BOARD REVIEW					1.0000	1,000.00	1,000.00
	BOOTS					1.0000	350.00	350.00
	RAIN GEAR & RUBBER BOOTS					1.0000	2,100.00	2,100.00
	SAFETY & PERSONAL PROTECTIVE EQUIP					1.0000	450.00	450.00
	T-SHIRTS					1.0000	4,000.00	4,000.00
	UNIFORMS					1.0000	1,200.00	1,200.00
	WINTER OUTERWEAR					BOARD REVIEW Totals		
	100.2510-4205	CHEMICALS	.00	1,560.60	.00	.00	.00	.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Budget Transactions								
100.2510-4206	STREET	19,349.00	81,331.39	28,800.00	28,800.00	22,000.00	22,000.00	22,000.00
Transaction								
BOARD REVIEW	HIGH PRESSURE SODIUM GROUP BULBS					1.0000	22,000.00	Total Amount
						BOARD REVIEW Totals		22,000.00
								\$22,000.00
100.2510-4207	PUBLIC GRND/MAT SUPPLIES	28,921.00	38,948.66	66,800.00	66,800.00	33,300.00	33,000.00	33,000.00
Budget Transactions								
BOARD REVIEW	CHRISTMAS LIGHTS					1.0000	20,000.00	Total Amount
BOARD REVIEW	FERTILIZERS & HERBICIDES					1.0000	2,900.00	20,000.00
BOARD REVIEW	FLOWERS FOR VILLAGE OWNED PROPERTY					1.0000	4,300.00	2,900.00
BOARD REVIEW	GRASS, SOD & SEED					1.0000	2,100.00	4,300.00
BOARD REVIEW	REPLACEMENT BUSHES & TREES					1.0000	4,000.00	2,100.00
						BOARD REVIEW Totals		4,000.00
								\$33,300.00
100.2510-4299	OTHER OPERATING SUPPLIES	8,844.00	12,698.89	11,200.00	11,200.00	11,200.00	11,200.00	11,200.00
Budget Transactions								
BOARD REVIEW	ELECT TAPE, CRIMPS, MISC HARDWARE					1.0000	8,400.00	Total Amount
BOARD REVIEW	REMOTE DISCONNECT SWITCHES					1.0000	2,800.00	8,400.00
						BOARD REVIEW Totals		2,800.00
								\$11,200.00
SUPPLIES & MATERIALS Totals								
		\$69,617.00	\$142,776.98	\$118,800.00	\$118,800.00	\$78,500.00	\$78,200.00	\$78,200.00
TRANSFERS OUT								
100.2510-4961	TRANSFER TO FLEET SERVICE	82,990.00	73,072.74	119,900.00	119,900.00	130,000.00	133,400.00	138,600.00
100.2510-4962	TRANSFER TO IT	8,505.00	11,933.44	11,500.00	11,500.00	10,400.00	11,400.00	11,600.00
100.2510-4964	TRANSFER TO EQUIP REPL FD	73,800.00	110,400.00	100,300.00	100,300.00	76,000.00	70,100.00	95,500.00
TRANSFERS OUT Totals								
		\$165,295.00	\$195,406.18	\$231,700.00	\$231,700.00	\$216,400.00	\$214,900.00	\$245,700.00
Department 2510 - ELECTRICAL & FORESTRY Totals								
Department	2510 - ELECTRICAL & FORESTRY	\$2,154,018.00	\$2,182,532.08	\$2,460,600.00	\$2,423,100.00	\$2,357,800.00	\$2,352,700.00	\$2,369,900.00

Organization Structure

STREET

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Street Division is a part of the Public Works Department. This department is under the direction of the Director of Public Works, Superintendent of Public Works and the Street Division Foreman. Additional staff includes (2) Maintenance Worker III, (3) Maintenance Worker II, and (3) Maintenance Worker I. This budget also provides partial funding for clerical and administrative staff.

Street Maintenance

This budget provides for the maintenance of snow and ice operations, asphalt pavement repair and maintenance, emergency traffic control and barricading, repair of pot holes, repair of sidewalks and curbs, replacement of sidewalks, striping of roadway lane lines, school crosswalks and stop bars, repair of damage due to snow plowing operations, installation and maintenance of street signs, and street sweeping.

Flood Control

This budget provides for the maintenance of creeks by pulling logs and debris from the creek system, inlet cleaning, pumping out basements, barricading flooded streets or streets undergoing maintenance activities, sandbagging and evacuating people from flooded homes.

Miscellaneous

This budget provides for the maintenance of the waterways in and out of each holding pond, graffiti removal from sidewalks, streets, buildings, and sight/sound wall along I-290, maintenance of sound wall along I-290 from Route 83 to I-355 (funding in Capital Projects Fund), and help in planning traffic control, crowd control and safety barriers for various community events as directed.

FY 2019-20 Key Objectives

Strategic Priority 4: Infrastructure

1. Pavement

- a. Continue to secure funding to address areas throughout the Village where pavement has failed. This includes:
 - Areas where pavement has settled below curb line, pooling water that will eventually weaken the base and cause pavement failure.
 - Preserve existing pavement by crack sealing joints and cracks. Continue to crack seal new pavement 2-4 years after completion. This includes MFT work.
- b. Stripe pavement as needed to ensure the safety of the motoring public, pedestrians and school children
- c. Continue to sweep streets on a predetermined schedule to help keep contaminants out of the streams as well as presenting a good image of our village.

Narrative (Cont'd)

FY 2019-20 Key Objectives (Cont'd)

Strategic Priority 4: Infrastructure (Cont'd)

1. Pavement (Cont'd)

- d. Continue to refine and adjust snow operations to ensure the safety of the motoring public. Strive to determine salt usage prior to each storm, using enough to be effective, at the same time being mindful of the environment.

2. Concrete Sidewalks, ADA Non-Compliant Sidewalk, Aprons and Curbs

- a. Continue to secure funding to address areas throughout the Village where sidewalks have failed. This includes:
 - Trip hazards caused by tree roots pushing sidewalk up or slab movement caused by frost or settlement.
 - Spalling caused by aging concrete or elements.
 - Severe cracking commonly found in apartment complexes where garbage trucks cross driveways to access containers in rear of parking lots.
- b. Continue the five year sidewalk survey, completing 20% of the Village each year.
 - Potential trip hazards, movement and spalling are documented to be addressed when scheduling allows.
- c. Continue to respond to resident's notification of trip hazards within a reasonable period of time, grinding trip hazards down to a safe transition.
- d. Continue to secure funding to address replacing ADA Non-compliant sidewalks.
- e. Replace curb where drainage issues pose a threat of pooling water in street to prevent premature pavement failure, mosquito breeding or icing in the winter.
- f. Replace driveway aprons where repairs are needed due to structure movement, street or curb repairs or similar circumstances.

3. Street Signs

- a. Continue to secure funding to address street sign requests and replacement. This includes:
 - Directives for additional signage.
 - Replacement of damaged signs or fading/cracking due to age, or required replacement of signs due to legislative action.
- b. Maintain and update sign inventory. Continue with sign inspection.

4. Other Maintenance

- a. Continue to perform other maintenance activities in the furtherance of Village goals, as follows:
 - Cleaning of various creeks and ditches to insure proper water flow.
 - Operation of several storm water detention basins.
 - Removal of graffiti on public and private property.
 - Set up detours for community events.

STREET

Narrative (Cont'd)

FY 2019-20 Key Objectives (Cont'd)

Strategic Priority 6: Employee Development Initiative

1. To utilize off site education and onsite training to have employees fully trained and capable of operating each piece of equipment in the absence of other employees.
2. Attend update seminars to keep informed on changing requirements for street sign placement and MUTCD manual.

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$2,553,842	\$2,856,500	\$2,989,200
Number of Employees	9	9	9
Outputs			
Hours expended for graffiti removal	70	80	90
Total lineal feet of curb and stripe painting	68,657	90,000	90,000
Total squares of sidewalk replaced	679	650	650
Total curb miles of street swept	2,650	2,500	2,500
Total tons of asphalt used	4,200	5,400	5,400
Total hours of snow plowing	1,500	1,500	2,000
Total tons of salt used	1,000	1,500	1,500
Effectiveness			
% Graffiti complaints completed on schedule	100%	100%	100%
% Sidewalk repairs made within 30 days	100%	100%	100%
% Asphalt repairs (potholes) within 24 hours	90%	90%	90%
% Street sweeping completed on schedule	95%	95%	95%
Efficiency			
Average cost to remove graffiti, per job	\$130.00	\$140.00	\$140.00
Average cost to repair asphalt failures, per repair	\$323.00	\$323.00	\$323.00

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent of Public Works	0.33	0.33	0.33	0.33	0.33
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.33	0.33	0.33	0.33	0.33
Clerk Typist	0.33	0.33	0.33	0.33	0.33
Public Maint Worker III (2)	2.00	2.00	2.00	2.00	2.00
Public Maint Worker II (3)	3.00	3.00	3.00	3.00	3.00
Public Maint Worker I (3)	4.00	4.00	4.00	4.00	4.00
Seasonal/Part-Time (2)	2.00	2.00	2.00	2.00	2.00
Total Budgeted:	13.19	13.19	13.19	13.19	13.19

Authorized & Unbudgeted:

None

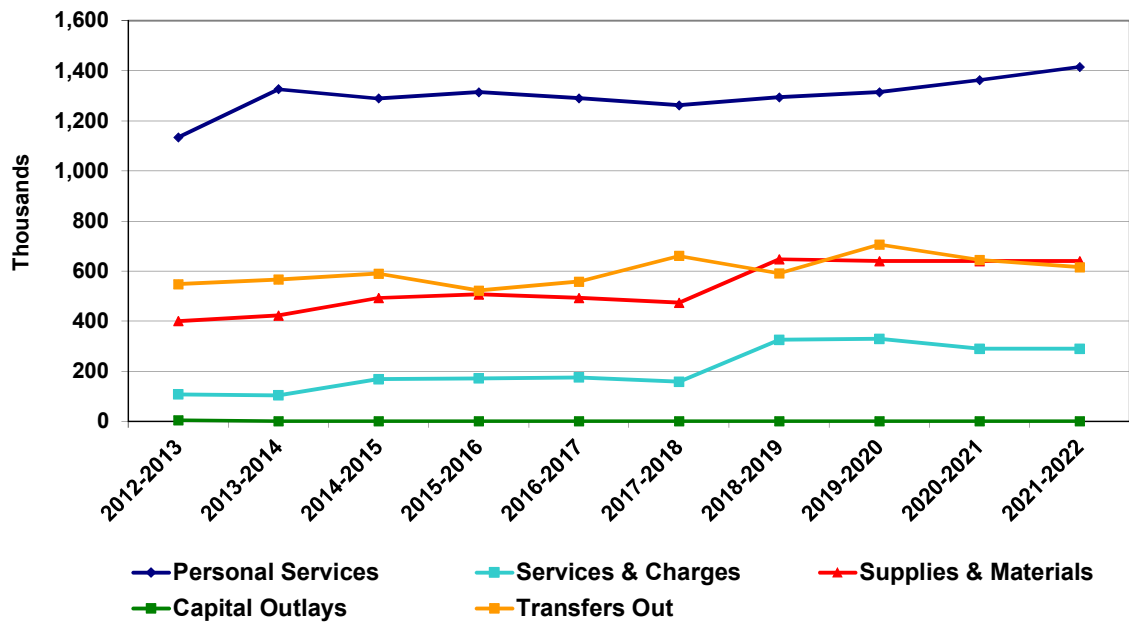
Total Authorized: 13.19

Note: Page 31 summarizes Employee Allocation Between Departments

STREET

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	1,294,200	1,314,700	1,363,300	1,415,400
Services & Charges	324,600	329,200	289,200	289,200
Supplies & Materials	646,800	639,800	639,800	639,800
Capital Outlays	0	0	0	0
Transfers Out	590,900	705,500	644,700	615,000
Total	2,856,500	2,989,200	2,937,000	2,959,400



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 100 - GENERAL FUND								
EXPENSE								
Department 2520 - STREET								
PERSONNEL SVCS								
WAGES & SALARIES								
100.2520-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$170,908.00	\$177,867.09	\$826,500.00	\$812,000.00	\$859,300.00	\$894,700.00	\$930,200.00
100.2520-4002	WAGES CLERICAL	47,990.00	44,254.71	.00	.00	.00	.00	.00
100.2520-4003	WAGES OPERATIONAL	610,511.00	541,493.15	.00	.00	.00	.00	.00
100.2520-4004	OVERTIME	73,221.00	101,022.98	75,000.00	75,000.00	80,000.00	80,000.00	80,000.00
100.2520-4006	OTHER PAY	9,135.00	7,066.57	6,000.00	6,000.00	7,000.00	7,000.00	7,000.00
100.2520-4007	PART-TIME	.00	16,510.05	18,000.00	18,000.00	19,000.00	20,000.00	21,000.00
100.2520-4020	SICK PAY	20,231.00	26,734.35	25,700.00	21,000.00	27,500.00	27,500.00	27,500.00
	<i>WAGES & SALARIES Totals</i>	\$931,996.00	\$914,948.90	\$951,200.00	\$932,000.00	\$992,800.00	\$1,029,200.00	\$1,065,700.00
TAXES & BENEFITS								
100.2520-4009	I.M.R.F.	119,271.00	111,652.87	117,700.00	122,200.00	101,700.00	105,400.00	109,100.00
100.2520-4010	SOCIAL SECURITY	68,867.00	67,792.95	72,200.00	70,000.00	75,500.00	76,700.00	81,000.00
100.2520-4012	HEALTH INSURANCE	170,173.00	168,099.09	175,800.00	170,000.00	144,700.00	152,000.00	159,600.00
	<i>TAXES & BENEFITS Totals</i>	\$358,311.00	\$347,544.91	\$365,700.00	\$362,200.00	\$321,900.00	\$334,100.00	\$349,700.00
	<i>PERSONNEL SVCS Totals</i>	\$1,290,307.00	\$1,262,493.81	\$1,316,900.00	\$1,294,200.00	\$1,314,700.00	\$1,363,300.00	\$1,415,400.00
SERVICES & CHARGES								
100.2520-4150	IRMA INSURANCE	70,040.00	66,182.54	68,000.00	54,500.00	75,400.00	75,400.00	75,400.00
PROFESSIONAL								
100.2520-4101	PROF SERV ACCT/AUDITING	1,420.00	1,271.34	.00	.00	.00	.00	.00
100.2520-4105	PROF SERV DATA PROCESSING	10,506.00	10,715.75	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00
100.2520-4107	PROF SERV MEDICAL	182.00	2,608.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
100.2520-4110	TECH & CONSULT SERVICES	.00	15,846.96	.00	100,000.00	.00	.00	.00
	<i>PROFESSIONAL Totals</i>	\$12,108.00	\$30,442.05	\$12,500.00	\$112,500.00	\$12,500.00	\$12,500.00	\$12,500.00
COMMUNICATIONS								
100.2520-4115	COMMUNICATIONS-TELEPHONE	4,200.00	4,588.86	7,300.00	5,000.00	7,300.00	7,300.00	7,300.00
	Budget Transactions							
	Level							
	Transaction							
	CELL PHONES							
	REGULAR PHONES							
	Number of Units							
	Cost Per Unit							
	Total Amount							
	1.0000							
	1.0000							
	BOARD REVIEW Totals							
	1,500.00			.00	100.00	1,500.00	1,500.00	1,500.00
	4,500.00			4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
	\$13,300.00			\$11,800.00	\$9,600.00	\$13,300.00	\$13,300.00	\$13,300.00
100.2520-4116	COMMUNICATIONS-PORTABLE DV	7.00	228.55	.00	.00	.00	.00	.00
100.2520-4117	COMMUNICATIONS-POSTAGE	4,716.00	3,967.42	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00
	<i>COMMUNICATIONS Totals</i>	\$8,923.00	\$8,784.83	\$11,800.00	\$9,600.00	\$13,300.00	\$13,300.00	\$13,300.00
OTHER								
100.2520-4118	COPY REPRODUCTION	465.00	531.47	500.00	500.00	500.00	500.00	500.00
100.2520-4160	PRINTING	4,670.00	4,415.95	4,800.00	4,800.00	4,800.00	4,800.00	4,800.00
100.2520-4161	PUBLICATION OF NOTICES	81.00	277.32	500.00	500.00	500.00	500.00	500.00
100.2520-4163	CONFERENCES	105.00	300.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
100.2520-4164	TRAINING	942.00	264.50	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
100.2520-4176	SOLID WASTE DISPOSAL	.00	.00	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.2520-4180	REPAIRS & MAINTENANCE	63,149.00	16,364.41	114,200.00	114,200.00	174,200.00	134,200.00	134,200.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	CONTRACT STREET SEALING					1.0000	50,000.00	50,000.00
BOARD REVIEW	CONTRACT STREET STRIPING					1.0000	18,000.00	18,000.00
BOARD REVIEW	CURB & GUTTER REPLACEMENT-MGR RVW 12-12-18					1.0000	20,000.00	20,000.00
BOARD REVIEW	FIRE EXTINGUISHER SERVICE					1.0000	1,000.00	1,000.00
BOARD REVIEW	GENERAL REPAIRS					1.0000	3,200.00	3,200.00
BOARD REVIEW	MILLING					1.0000	40,000.00	40,000.00
BOARD REVIEW	REPAVE PW PARKING LOT					1.0000	40,000.00	40,000.00
BOARD REVIEW	SALT CREEK GREENWAY MAINT					1.0000	2,000.00	2,000.00
						BOARD REVIEW Totals		\$174,200.00
100.2520-4190	RENTAL-EQUIPMENT	10,404.00	12.00	4,300.00	4,300.00	24,300.00	24,300.00	24,300.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	ASPHALT SAW, AIR COMPRESSOR					1.0000	4,300.00	4,300.00
BOARD REVIEW	INCREASE RENTAL ACCT-MGR RVW 12-12-18					1.0000	20,000.00	20,000.00
						BOARD REVIEW Totals		\$24,300.00
100.2520-4192	DUES/SUBSCRIPTIONS	325.00	335.00	300.00	300.00	300.00	300.00	300.00
100.2520-4199	OTHER SERVICES & CHARGES	3,624.00	30,047.14	4,400.00	4,400.00	4,400.00	4,400.00	4,400.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	BOARD-UPS					1.0000	500.00	500.00
BOARD REVIEW	CAR WASHES					1.0000	200.00	200.00
BOARD REVIEW	COMMERCIAL DRIVERS LICENSES					1.0000	300.00	300.00
BOARD REVIEW	FLOOR MATS FOR PW BUILDING					1.0000	2,400.00	2,400.00
BOARD REVIEW	ROADKILL CONTRACT					1.0000	1,000.00	1,000.00
						BOARD REVIEW Totals		\$4,400.00
OTHER Totals		\$83,765.00	\$52,547.79	\$148,000.00	\$148,000.00	\$228,000.00	\$188,000.00	\$188,000.00
SERVICES & CHARGES Totals		\$174,836.00	\$157,957.21	\$240,300.00	\$324,600.00	\$329,200.00	\$289,200.00	\$289,200.00
SUPPLIES & MATERIALS								
100.2520-4201	OFFICE SUPPLIES	371.00	567.25	800.00	800.00	800.00	800.00	800.00
100.2520-4203	CLOTHING SUPPLIES	5,823.00	5,242.79	7,100.00	7,100.00	7,100.00	7,100.00	7,100.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	BOOTS					1.0000	1,125.00	1,125.00
BOARD REVIEW	COVERALL REPLACEMENTS @ \$100 EA.					1.0000	200.00	200.00
BOARD REVIEW	GLOVES & SAFETY EQUIPMENT					1.0000	250.00	250.00
BOARD REVIEW	KNIT HATS & LINERS					1.0000	200.00	200.00
BOARD REVIEW	RAIN GEAR/RUBBER BOOTS					1.0000	175.00	175.00
BOARD REVIEW	SHIRTS FOR CLERICAL STAFF					1.0000	600.00	600.00
BOARD REVIEW	T-SHIRTS					1.0000	500.00	500.00
BOARD REVIEW	UNIFORMS					1.0000	2,700.00	2,700.00
BOARD REVIEW	WINTER OUTERWEAR					1.0000	1,350.00	1,350.00
						BOARD REVIEW Totals		\$7,100.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
100.2520-4205	CHEMICALS	7,986.00	17,191.17	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	CHEMICALS					1.0000	20,000.00	20,000.00
	PREWET TREATMENT					1.0000	10,000.00	10,000.00
						BOARD REVIEW Totals		
								\$30,000.00
100.2520-4206	STREET	465,304.00	422,217.63	588,100.00	588,100.00	581,100.00	581,100.00	581,100.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	ASPHALT RECYCLING					1.0000	4,000.00	4,000.00
	BLACKTOP PRIME/TACK					1.0000	10,000.00	10,000.00
	CULVERT REPLACEMENT					1.0000	2,600.00	2,600.00
	GUARD RAILS					1.0000	800.00	800.00
	HOT MIX ASPHALT					1.0000	275,000.00	275,000.00
	LED LIGHTED STREET SIGNS					1.0000	55,000.00	55,000.00
	PAINT FOR STRIPING					1.0000	8,700.00	8,700.00
	ROAD SALT					1.0000	185,000.00	185,000.00
	STREET SIGNS					1.0000	40,000.00	40,000.00
						BOARD REVIEW Totals		
								\$581,100.00
100.2520-4207	PUBLIC GRND/MAT SUPPLIES	.00	.00	.00	.00	.00	.00	.00
100.2520-4299	OTHER OPERATING SUPPLIES	12,764.00	27,695.28	20,800.00	20,800.00	20,800.00	20,800.00	20,800.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	COFFEE FOR JEFFREY					1.0000	800.00	800.00
	HARDWARE SUPPLIES					1.0000	20,000.00	20,000.00
						BOARD REVIEW Totals		
								\$20,800.00
SUPPLIES & MATERIALS Totals								
		\$492,248.00	\$472,914.12	\$646,800.00	\$646,800.00	\$639,800.00	\$639,800.00	\$639,800.00
TRANSFERS OUT								
100.2520-4961	TRANSFER TO FLEET SERVICE	278,241.00	314,438.27	278,800.00	278,800.00	302,700.00	310,500.00	322,800.00
100.2520-4962	TRANSFER TO IT	33,926.00	47,638.99	74,500.00	74,500.00	67,600.00	74,000.00	75,300.00
100.2520-4964	TRANSFER TO EQUIP REPL FD	245,400.00	298,400.04	237,600.00	237,600.00	335,200.00	260,200.00	216,900.00
	TRANSFERS OUT Totals	\$557,567.00	\$660,477.30	\$590,900.00	\$590,900.00	\$705,500.00	\$644,700.00	\$615,000.00
Department 2520 - STREET Totals								
		\$2,514,958.00	\$2,553,842.44	\$2,794,900.00	\$2,856,500.00	\$2,989,200.00	\$2,937,000.00	\$2,959,400.00



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WATER AND SEWER FUND

Narrative

This fund accounts for all operations and capital expenses of the water and sewer utility services provided by the Village. The fund is comprised of three general areas: Water, Sewer, and Wastewater.

The Water Department provides all customers with adequate, cost-effective, potable water. The Village, along with a consortium of other local governments, formed the DuPage Water Commission to construct and maintain a water pumping system to bring Lake Michigan water to the area.

The Sewer and Wastewater Departments are responsible for the cleaning, repairing and monitoring of both the sanitary and storm sewer systems in accordance with the Environmental Protection Agency (EPA), Illinois Environmental Protection Agency (IEPA) and all other governing bodies.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund	500 - WATER & SEWER FUND							
REVENUE	5000 - WATER & SEWER FUND REVENUE							
TAXES								
500.5000-3001	PROPERTY TAX-CURRENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
500.5000-3003	ROAD & BRIDGE TAX-CURRENT	.00	.00	.00	.00	.00	.00	.00
500.5000-3031	SALES TAX INCREMENT	.00	.00	.00	.00	.00	.00	.00
	<i>TAXES Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LICENSES, PERMITS, & FEES								
FEES								
500.5000-3121	STORM WATER EXEMPTION FEE	25,463.00	7,243.12	15,000.00	66,000.00	15,000.00	15,000.00	15,000.00
500.5000-3122	RECAPTURE FEES	3,500.00	27,849.56	.00	36,000.00	.00	.00	.00
500.5000-3126	BMP FEE IN LIEU PROGRAM	67,009.00	5,380.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
500.5000-3140	ANNEXATION/TAP ON FEES	180,889.00	163,140.78	15,000.00	101,200.00	15,000.00	15,000.00	15,000.00
	<i>FEES Totals</i>	\$276,861.00	\$203,613.46	\$35,000.00	\$208,200.00	\$35,000.00	\$35,000.00	\$35,000.00
	<i>LICENSES, PERMITS, & FEES Totals</i>	\$276,861.00	\$203,613.46	\$35,000.00	\$208,200.00	\$35,000.00	\$35,000.00	\$35,000.00
CHARGES FOR SERVICES								
WATER								
500.5000-3301	USER REVENUE-WATER	8,696,143.00	8,583,658.37	8,970,800.00	8,877,000.00	9,235,200.00	9,512,300.00	9,797,600.00
500.5000-3305	PENALTY REVENUE-WATER	87,838.00	95,173.01	89,700.00	97,000.00	96,000.00	98,900.00	101,900.00
500.5000-3310	WATER FROM CONSTRUCTION	500.00	1,350.00	100.00	1,500.00	100.00	100.00	100.00
500.5000-3312	WATER METER REVENUE	12,300.00	30,192.50	10,000.00	26,000.00	10,000.00	10,000.00	10,000.00
500.5000-3315	TURN ON FEES	10,915.00	7,000.00	8,000.00	4,000.00	5,000.00	5,000.00	5,000.00
	<i>WATER Totals</i>	\$8,807,696.00	\$8,717,373.88	\$9,078,600.00	\$9,005,500.00	\$9,346,300.00	\$9,626,300.00	\$9,914,600.00
SEWER								
500.5000-3303	USER REVENUE-SEWER	6,444,776.00	6,332,216.06	6,556,400.00	6,488,000.00	6,749,600.00	6,952,100.00	7,160,700.00
500.5000-3306	PENALTY REVENUE-SEWER	66,696.00	74,585.66	66,100.00	73,000.00	73,100.00	75,300.00	77,600.00
500.5000-3325	LAB FEES	11,970.00	4,177.95	6,000.00	3,000.00	6,000.00	6,000.00	6,000.00
500.5000-3327	SEWER POLLUTION SURCHARGE	117,868.00	156,731.35	50,000.00	100,000.00	75,000.00	75,000.00	75,000.00
	<i>SEWER Totals</i>	\$6,641,310.00	\$6,567,711.02	\$6,678,500.00	\$6,664,000.00	\$6,903,700.00	\$7,108,400.00	\$7,319,300.00
OTHER								
500.5000-3399	OTHER CHARGES	13,904.00	26,475.09	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
	<i>OTHER Totals</i>	\$13,904.00	\$26,475.09	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
CAPITAL								
500.5000-3304	USER FEE	.00	.00	.00	.00	.00	.00	.00
	<i>CAPITAL Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FINES & FORFEITS								
	<i>CHARGES FOR SERVICES Totals</i>	\$15,462,910.00	\$15,311,559.99	\$15,767,100.00	\$15,679,500.00	\$16,260,000.00	\$16,744,700.00	\$17,243,900.00
500.5000-	ADMINISTRATIVE ADJUDICATION WATER SEWER	13,350.00	30,500.00	10,000.00	5,000.00	5,000.00	5,000.00	5,000.00
	<i>FINES & FORFEITS Totals</i>	\$13,350.00	\$30,500.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00

WATER SEWER FUND REVENUES

Budget Year 2020

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
GRANTS								
500.5000-3440	GRANTS-CDBG	.00	82,110.00	.00	360,000.00	40,000.00	.00	.00
Budget Transactions								
Level								
Transaction								
CDBG - BYRON								
BOARD REVIEW								

WATER AND SEWER FUND REVENUES

Notes

3140 Annexation/Tap on Fees

This fee revenue is received from property owners or builders who are annexing to the Village or constructing new residential or commercial properties. The fee covers the cost of connecting these properties to the Village's water and sewer systems. Since receipt of these fees is unpredictable, the Village budgets \$15,000 annually.

3301 User Revenue- Water

3303 User Revenue- Sewer

		Water Revenue	Sewer Revenue	Total User Fees	% Inc (Dec)
FY 2016	(Actual)	8,451,181	6,208,671	14,659,852	3.77%
FY 2017	"	8,696,143	6,444,776	15,140,919	3.28%
FY 2018	"	8,583,658	6,332,216	14,915,874	(1.49)%
FY 2019	(Est. Act)	8,877,000	6,488,000	15,365,000	3.01%
FY 2020	(Budget)	9,235,200	6,749,600	18,984,800	4.03%

Water and sewer user fees represent approximately 88% of the Water and Sewer Fund's income for the FY 2020 Budget. Total user fees vary from year to year due to rate increases as outlined in the table shown on the next page, changes in consumption due to vacancies, water conservation and weather-related water usage differences. In 1992, the Village, along with a consortium of other local governments, formed the DuPage Water Commission (DPWC) to construct and maintain a water pumping system that replaced the individual well systems, by bringing Lake Michigan water to the area. The Village accounts for two separate user charges, which are based on the amount of water consumed by Addison residents and businesses:

Water revenues - charged to cover all activities associated with the water system, including the cost of water from DPWC and water main replacement and maintenance.

Sewer revenues - charged to cover all activities associated with the Sewer and Wastewater systems including sewer and storm sewer replacement and maintenance.

The Village recognizes the impact a rate increase has on their customers and has raised rates only when necessary. Although the Village passes a multi-year rate plan, any unforeseen changes in rates from the DuPage Water Commission (DPWC) have to be passed on. These changes have not only included rate increases, but in FY 2006-2008, FY 2016, and FY 2017, rate decreases. The DuPage Water Commission receives water from the City of Chicago. Any rate increases are passed on to the Commission members. In addition, equipment and infrastructure repairs/replacements come with a high price tag. In order to maintain the proper fund balance and keep the equipment and infrastructure up to date, a three-year plan was adopted with the FY 19 budget.

WATER AND SEWER FUND REVENUES

Notes (Cont'd)

3301 User Revenue- Water

3303 User Revenue- Sewer (Cont'd)

The rates include a nominal 3% annual increase to cover increases in operations and capital expenditures. The three year plan also included an increase in the bi-monthly user fee, which was last adjusted in 1979. This is discussed in greater detail in the water/sewer section. The current budget includes both the rate increase in water rates and user fees to our customers.

Timeline of rate progression:

FY1994–FY1998 - We were able to maintain an unchanged rate. During that timeframe, we received annual rebates from the DuPage Water Commission (DPWC) which helped maintain the rate.

FY 1999 – A 5-year rate plan was approved and implemented.

FY 2004 – The Board approved a 5-year Rate Plan that went thru FY 2009.

FY 2006, 2007, and 2008 - The Board passed a \$.20 per thousand gallon rate reduction each year for a total reduction of \$.60. (Pass thru from DPWC)

FY 2009 – The Board approved a 5-year Rate Plan that went thru FY 2013.

FY 2012 – The Board passed a \$.20 per thousand gallon rate increase. (Pass thru from DPWC)

FY 2012 and 2013- The Board passed an additional \$.43 and \$.59 per thousand gallon rate increase, respectively, due to the increase from the City of Chicago. (Pass thru from DPWC)

FY 2013 – The Board passed a 4-year Rate Plan which includes future increases by the City of Chicago and for Village Water/Sewer Operations.

FY 2015 – The Board passed a 4-year Rate Plan which includes the decrease in DPWC rates and increases for the Village.

FY 2016 – The Board passed a \$.10 per thousand gallon rate decrease. (Pass thru from DPWC)

FY 2017 – The Board passed a \$.05 per thousand gallon rate decrease. (Pass thru from DPWC)

FY 2018 – The Board passed a 3-year Rate Plan which includes a \$.50 annual increase in the basic user charge (bi-monthly per unit) to help cover infrastructure costs.

Water & Sewer Rate Increases

Three Year Plan

(Rates per 1,000 gallons)

FISCAL YEAR	Effective Date	Basic User Charge Incr 5/1	Basic User Charge	Village Operations Incr 5/1	Water Rate	Village Operations Incr 5/1	Sewer Rate
FY 19	5/1/2018	.50	1.50	.27	9.15	.19	6.68
FY 20	5/1/2019	.50	2.00	.27	9.42	.21	6.89
FY 21	5/1/2020	.50	2.50	.28	9.70	.20	7.09

WATER AND SEWER FUND REVENUES

Notes (Cont'd)

3301 User Revenue- Water

3303 User Revenue- Sewer (Cont'd)

The Village's Water and Sewer Fund capital expenses include storm water capital improvement projects, which are normally funded by municipalities using local property taxes. Water and Sanitary sewers handle the inflow and outflow of water and wastewater, whereas storm sewers handle rain water runoff. The Village has historically included storm sewer expenses in the Water and Sewer Fund.

3305 Penalty – Water

3306 Penalty – Sewer

This is a penalty assessed on unpaid accounts after the due date, which is 21 days after the bill is issued.

3312 Water Meter Revenue

Charges for new water meters and related radio read transmitters for new construction.

3315 Turn on Fees

Fees assessed to have service restored after shutoff for non-payment.

3325 Lab Fees

Charges for sampling and analysis of waste streams produced by various commercial and industrial users.

3327 Sewer Pollution Surcharge

An additional charge paid by various commercial and industrial users for high strength organic sewage discharge.

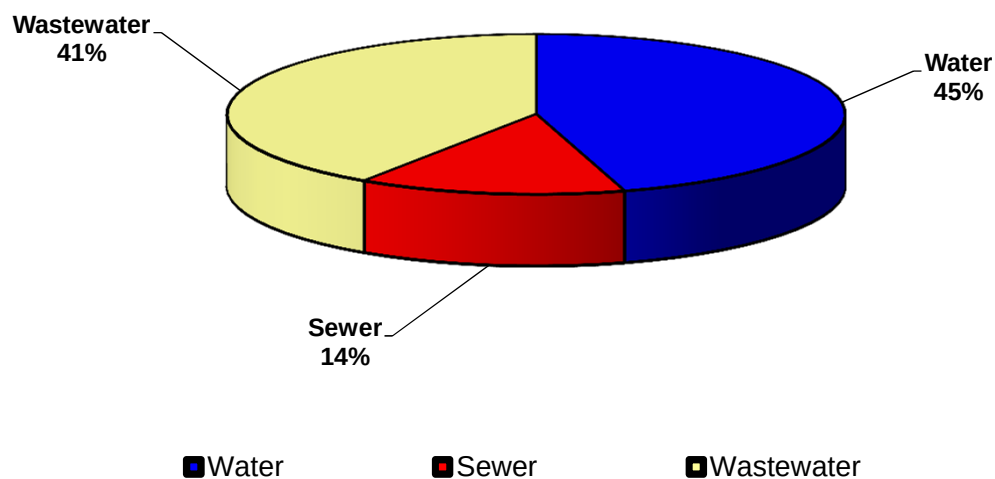
3867 IRMA Reimbursement

Reimbursement from the Intergovernmental Risk Management Association for insurance claims filed by the Village.

WATER AND SEWER FUND (500) EXPENSE SUMMARY

Budget

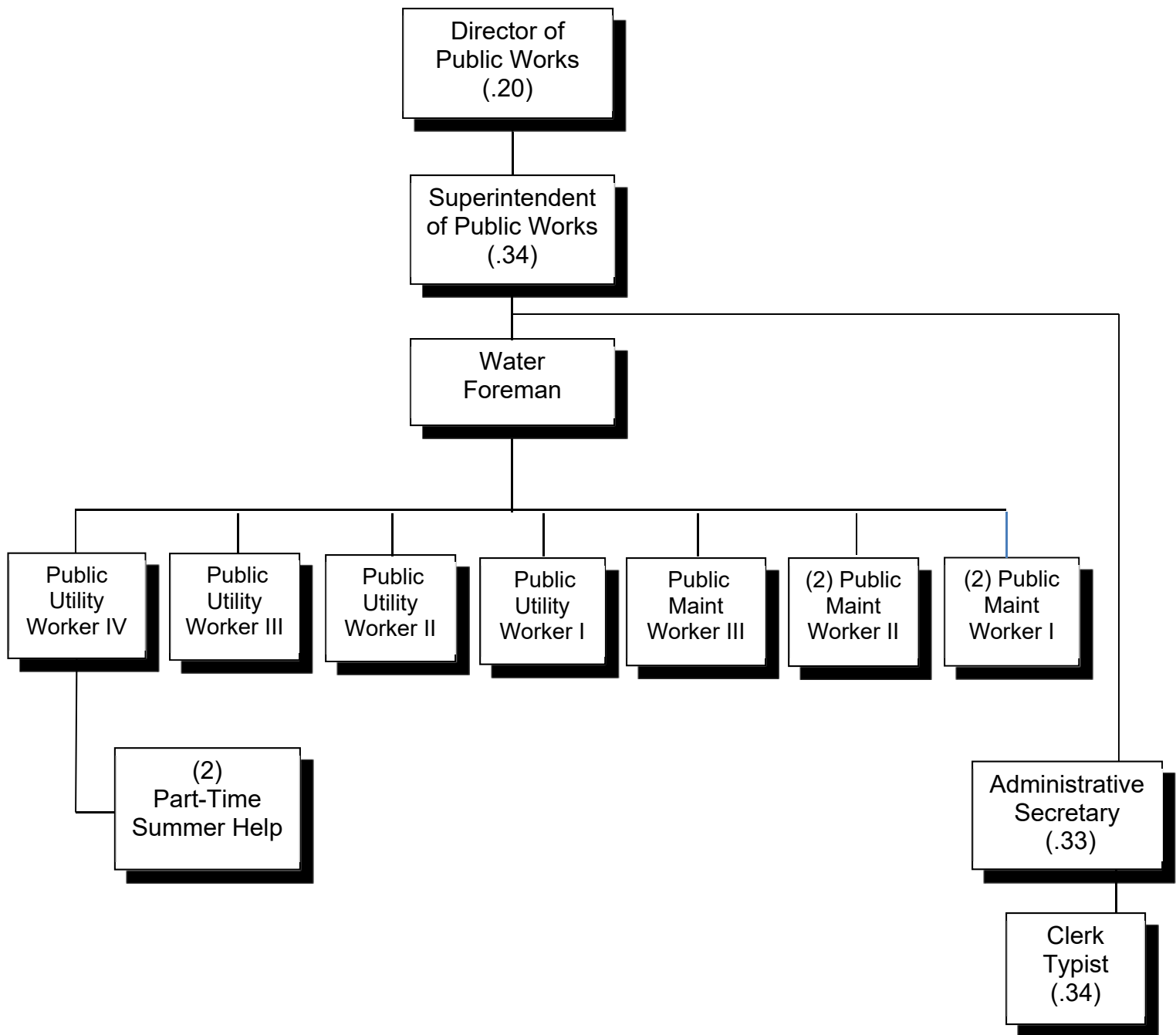
DEPT. NO.	WATER AND SEWER FUND	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
5010	WATER	8,317,271	9,448,317	12,589,400	11,096,500	10,418,400	10,935,100	11,020,700
5031	SEWER	2,170,052	2,424,765	2,942,200	2,933,300	3,211,200	2,907,300	2,763,600
5032	WASTEWATER	4,702,319	4,299,083	5,226,300	5,214,100	9,327,400	7,069,300	4,775,700
	TOTAL EXPENSES	15,189,642	16,172,165	20,757,900	19,243,900	22,957,000	20,911,700	18,560,000
	TOTAL REVENUES	16,340,681	15,717,805	18,889,206	18,381,706	21,655,000	21,394,700	19,136,900
	WORKING CASH, BEGINNING	6,116,563	7,267,602	6,813,242	6,813,242	5,951,048	4,649,048	5,132,048
	SURPLUS (DEFICIT)	1,151,039	(454,360)	(1,868,694)	(862,194)	(1,302,000)	483,000	576,900
	WORKING CASH, ENDING	7,267,602	6,813,242	4,944,548	5,951,048	4,649,048	5,132,048	5,708,948





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Organization Structure



WATER

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Water Division is part of the Public Works Department. This department is under the direction of the Director of Public Works, Superintendent of Public Works and the Water Division Foreman. Additional staff includes (1) Utility Worker IV, (1) Utility Worker III, (1) Utility Worker II, (1) Utility Worker I, (1) Maintenance Worker III, (2) Maintenance Worker II and (2) Maintenance Worker I. This budget provides funds for water billing staff under the Finance Department. This budget also provides partial funding for clerical and administrative staff.

Water Supply

Responsibilities include operations and maintenance of the potable water supply from six standby wells and five pressure adjusting stations for receiving Lake Michigan water and two booster pumping stations. Regulate all chemical feeding as required by the IEPA, assure monthly microbiology sampling, quarterly Trihalomethane samples, volatile organic samples and monthly lead and copper samples. Handle customer complaint calls and perform tests on customer water at the tap. Perform maintenance on pumps, motors, chemical feeding equipment, and water facilities, buildings, and grounds. Maintain 171 miles of water main, 2,350 hydrants, over 1,000 valves and 11,000 water services. Repair water main breaks and other underground water leaks. Maintain the backflow and cross connection program to decrease the number of water customers that need to come into compliance and annually test those that are in compliance.

Annual Water Quality Report

A Water Quality Report is prepared every April and put on the Village of Addison website. A card is mailed out to all customers in the Village giving the web address to view the report online. This is done to keep the community current on the quality of our drinking water. Addison receives all its water through the DuPage Water Commission (DWC) who receives it directly from the City of Chicago Jardine water filtration plant located near Navy Pier.

The Village of Addison Water Division samples and monitors the water from the entire water distribution system every month as mandated by the Safe Drinking Water Act (SDWA).

Water Metering

Responsibilities include installing, testing, and rebuilding water meters. Trouble-shoot meters on high bill complaints and leaky meters in homes. Organize large meter testing, which is performed by an outside firm and one Village staff. Perform water service turn offs for non-payment of bills and for plumbing repair work. Install the new Automatic Meter Reading (AMR) system devices.

Utility Locating

The Water Division is responsible to locate all Village utilities when requested thru J.U.L.I.E.; this means responding to as many as 2,500 locate requests per year.

Narrative (Cont'd)

FY 2019- Key Objectives

Strategic Priority 4: Infrastructure

1. Continue the annual water main replacement program, which was implemented in 1989.
 - Replace the water main on Fullerton Avenue, West to Adeline Avenue.
2. Continue to maintain the Village standby wells to meet the DWC and the IEPA requirements.
3. Loop water main on Oak Meadows Drive from Wood Dale Road to Central Avenue.
4. Continue annual meg, amps and infrared inspection of the booster stations and wells.
5. Continue the load bank testing of all standby power.

Strategic Priority 6: Employee Development Initiative

1. Utilize training and seminars for continuing education hours which are required by the IEPA to keep the Public Water Supply Operators license current.
2. Continue to utilize seminars and training for current supervisors and for possible future supervisors.

WATER

Narrative (Cont'd)

Performance Measures

	FY 17-18 ACTUAL		FY 18-19 ESTIMATE		FY 19-20 PROJECTION	
Inputs						
Direct Expenditures	\$9,448,317		\$11,096,500		\$10,418,400	
Number of Employees	10		10		10	
Outputs						
Water Flow (Sept 1-Aug 31):						
Total Pumpage (in Billions)/Unaccounted for Flow	1.088	3%	1.200	3%	1.200	3%
Average Day Demand (mgd)	2.981		3.088		3.20	
Outputs						
Main Breaks	74		90		95	
Valves Repaired/Exercised	24	212	20	200	20	400
Hydrants Repaired/Exercised	17	293	30	300	40	400
Water Service Repairs	20		30		30	
Fire Pump Tests	40		45		45	
Water Sampling	558		575		580	
Effectiveness						
% of Main Break service leaks fixed in a timely manner	100%		100%		100%	
% of hydrants flushed and repaired per year prior to fail, if needed	100%		100%		100%	
% of valves exercised and repaired per year prior to fail, if needed	100%		100%		100%	
Water samples taken per IEPA requirement	100%		100%		100%	
Efficiency						
Water sampling completed to ensure quality of water provided to customers	100%		100%		100%	

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Mayor/Liquor Commissioner	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	0.10	0.10	0.10
Asst Village Mgr/Dir of Com Dev	0.10	0.10	0.10	0.10	0.10
Assistant Director of Community Dev	0.10	0.10	0.10	0.10	0.10
Director Human Resources/Risk Mgmt	0.10	0.10	0.10	0.10	0.10
Special Projects Coordinator	0.10	0.10	0.10	0.10	0.10
Finance Director	0.15	0.15	0.15	0.15	0.15
Purchasing Agent	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - O&B	0.15	0.15	0.15	0.15	0.15
Accountant	0.15	0.15	0.15	0.15	0.15
Civil Engineer I	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Assistant	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Public Works	0.34	0.34	0.34	0.34	0.34
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.33	0.33	0.33	0.33	0.33
Principal Account Clerk (5)	1.11	1.11	1.11	1.11	1.11
Clerk Typist (4)	0.94	0.94	0.94	0.94	0.94
Public Utility Worker IV	1.00	1.00	1.00	1.00	1.00
Public Utility Worker III	1.00	1.00	1.00	1.00	1.00
Public Utility Worker II	1.00	1.00	1.00	1.00	1.00
Public Utility Worker I	1.00	1.00	1.00	1.00	1.00
Public Maintenance Worker III	1.00	1.00	1.00	1.00	1.00
Public Maintenance Worker II (2)	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker I (2)	2.00	2.00	2.00	2.00	2.00
Part-Time/Seasonal	2.00	2.00	2.00	2.00	2.00
Part-Time Water Meter Reader	0.33	0.33	0.33	0.33	0.33
Total Budgeted:	17.50	17.50	17.50	17.50	17.50

Authorized & Unbudgeted:

None

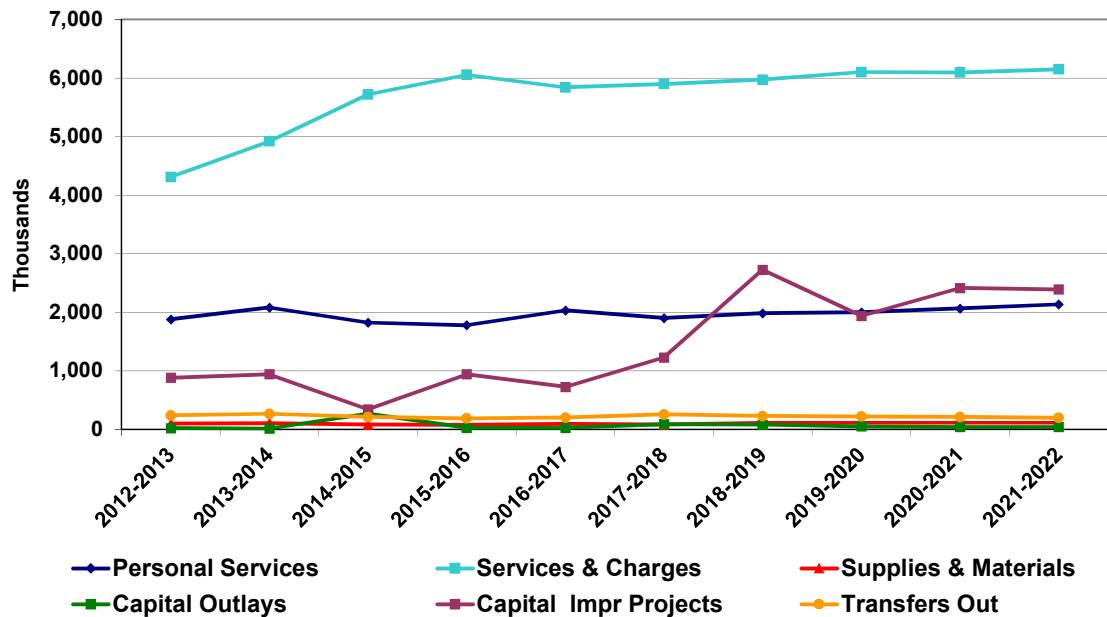
Total Authorized: 17.50

Note: Page 31 summarizes Employee Allocation Between Departments

WATER

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	1,982,900	1,999,300	2,062,400	2,134,200
Services & Charges	5,971,000	6,103,000	6,094,500	6,150,000
Supplies & Materials	112,500	112,500	112,500	112,500
Capital Outlays	79,100	49,100	39,100	39,100
Capital Improvement Projects	2,724,500	1,935,800	2,415,000	2,388,200
Transfers Out	226,500	218,700	211,600	196,700
Total	11,096,500	10,418,400	10,935,100	11,020,700



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 500 - WATER & SEWER FUND								
EXPENSE								
Department 5010 - WATER								
PERSONNEL SVCS								
WAGES & SALARIES								
500.5010-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$302,475.00	\$324,675.19	\$1,279,300.00	\$1,244,200.00	\$1,274,300.00	\$1,317,100.00	\$1,366,900.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL					1.0000	1,267,100.00	1,267,100.00
	SPECIAL PROJECTS COORDINATOR - 1-17-19					1.0000	7,200.00	7,200.00
						BOARD REVIEW Totals		\$1,274,300.00
							.00	.00
500.5010-4002	WAGES CLERICAL	202,574.00	154,626.56	.00	.00	.00	.00	.00
500.5010-4003	WAGES OPERATIONAL	719,993.00	760,562.63	.00	.00	.00	.00	.00
500.5010-4004	OVERTIME	90,512.00	86,481.86	90,000.00	67,400.00	90,000.00	90,000.00	90,000.00
500.5010-4005	HOLIDAY PAY	.00	.00	500.00	.00	500.00	500.00	500.00
500.5010-4006	OTHER PAY	11,289.00	9,793.20	11,000.00	7,700.00	11,000.00	11,000.00	13,000.00
500.5010-4007	PART-TIME	22,809.00	18,009.83	43,000.00	33,700.00	45,400.00	47,900.00	49,100.00
500.5010-4017	ELECTED OFFICIALS	6,251.00	7,865.00	6,500.00	7,000.00	6,500.00	6,500.00	6,500.00
500.5010-4020	SICK PAY	27,315.00	30,737.85	29,000.00	29,000.00	32,000.00	32,000.00	33,000.00
	WAGES & SALARIES Totals	\$1,383,218.00	\$1,392,752.12	\$1,459,300.00	\$1,389,000.00	\$1,459,700.00	\$1,505,000.00	\$1,559,000.00
TAXES & BENEFITS								
500.5010-4009	I.M.R.F.	173,774.00	175,514.66	178,000.00	178,200.00	149,300.00	151,400.00	156,600.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL					1.0000	148,500.00	148,500.00
	SPECIAL PROJECTS COORDINATOR - 1-17-19					1.0000	800.00	800.00
						BOARD REVIEW Totals		\$149,300.00
							114,400.00	118,200.00
500.5010-4010	SOCIAL SECURITY	100,801.00	104,861.66	110,800.00	111,000.00	112,700.00		
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL					1.0000	112,100.00	112,100.00
	SPECIAL PROJECTS COORDINATOR - 1-17-19					1.0000	600.00	600.00
						BOARD REVIEW Totals		\$112,700.00
							291,600.00	300,400.00
500.5010-4012	HEALTH INSURANCE	242,748.00	280,127.60	307,800.00	304,700.00	277,600.00		
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL					1.0000	274,700.00	274,700.00
	SPECIAL PROJECTS COORDINATOR - 1-17-19					1.0000	2,900.00	2,900.00
						BOARD REVIEW Totals		\$277,600.00
							.00	.00
500.5010-4030	OPEB EXPENSE	(1,199.00)	(1,322.00)	.00	.00	.00	.00	.00
500.5010-4035	IMRF PENSION EXPENSE	129,260.00	(50,556.00)	.00	.00	.00	.00	.00
	TAXES & BENEFITS Totals	\$645,384.00	\$508,625.92	\$596,600.00	\$593,900.00	\$539,600.00	\$557,400.00	\$575,200.00
	PERSONNEL SVCS Totals	\$2,028,602.00	\$1,901,378.04	\$2,055,900.00	\$1,982,900.00	\$1,999,300.00	\$2,062,400.00	\$2,134,200.00
SERVICES & CHARGES								
500.5010-4150	IRMA INSURANCE	189,072.00	190,355.42	181,000.00	148,600.00	200,600.00	200,600.00	200,600.00
PROFESSIONAL								
500.5010-4101	PROF SERV ACCT/AUDITING	6,914.00	6,268.92	6,600.00	6,600.00	6,700.00	7,000.00	7,200.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
500.5010-4105	PROF SERV DATA PROCESSING	30,998.00	37,926.09	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00
	Budget Transactions							
	Level							
	Transaction							
	CCU MAINTENANCE AGREEMENT					1.0000	17,600.00	17,600.00
	GIS PROGRAMMING					1.0000	5,000.00	5,000.00
	ITRON HOSTING FEE					1.0000	5,000.00	5,000.00
	SCADA AND WATER MODELING MAINT					1.0000	9,000.00	9,000.00
	XC2 SOFTWARE UPGRADE					1.0000	400.00	400.00
						BOARD REVIEW Totals		\$37,500.00
500.5010-4107	PROF SERV MEDICAL	628.00	1,714.75	2,000.00	1,000.00	2,000.00	2,000.00	2,000.00
	Budget Transactions							
	Level							
	Transaction							
	OSHA COMPLIANCE TESTING					1.0000	800.00	800.00
	PRESCRIPTION SAFETY GLASSES (4@\$300)					1.0000	1,200.00	1,200.00
						BOARD REVIEW Totals		\$2,000.00
500.5010-4110	TECH & CONSULT SERVICES	27,121.00	33,868.20	43,000.00	43,000.00	48,500.00	43,000.00	43,000.00
	Budget Transactions							
	Level							
	Transaction							
	ADDITIONAL WATER SAMPLING AS PER UCMR4					1.0000	5,500.00	5,500.00
	BILL PRINTING SERVICE					1.0000	9,000.00	9,000.00
	EPA MONTHLY WATER SAMPLES					1.0000	26,500.00	26,500.00
	SPOIL PILE SAMPLING					1.0000	7,500.00	7,500.00
						BOARD REVIEW Totals		\$48,500.00
	PROFESSIONAL Totals	\$65,661.00	\$79,777.96	\$89,100.00	\$88,100.00	\$94,700.00	\$89,500.00	\$89,700.00
500.5010-4115	COMMUNICATIONS-TELEPHONE	16,899.00	15,707.28	18,900.00	18,900.00	18,900.00	18,900.00	18,900.00
	Budget Transactions							
	Level							
	Transaction							
	BASIC TELEPHONE SERVICE					1.0000	17,800.00	17,800.00
	JULIE LOCATOR ANNUAL MEMBERSHIP					1.0000	1,100.00	1,100.00
						BOARD REVIEW Totals		\$18,900.00
500.5010-4116	COMMUNICATIONS-PORTABLE DV	587.00	554.59	.00	1,100.00	1,400.00	1,400.00	1,400.00
500.5010-4117	COMMUNICATIONS-POSTAGE	31,341.00	33,667.97	27,800.00	27,800.00	27,800.00	27,800.00	27,800.00
	COMMUNICATIONS Totals	\$48,827.00	\$49,929.84	\$46,700.00	\$47,800.00	\$48,100.00	\$48,100.00	\$48,100.00
	UTILITIES							
500.5010-4170	PUBLIC UTIL GAS-HEAT	5,458.00	6,068.73	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
500.5010-4175	PUBLIC UTIL ELEC-EQUIPMNT	59,326.00	67,576.66	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
	UTILITIES Totals	\$64,784.00	\$73,645.39	\$67,000.00	\$67,000.00	\$67,000.00	\$67,000.00	\$67,000.00
	OTHER							
500.5010-4118	COPY REPRODUCTION	281.00	293.06	900.00	900.00	900.00	900.00	900.00
500.5010-4160	PRINTING	1,757.00	1,995.50	9,800.00	9,800.00	9,800.00	9,800.00	9,800.00
	Budget Transactions							
	Level							
	Transaction							
	CONSUMER CONFIDENCE REPORT					1.0000	3,500.00	3,500.00
	FLUSH NOT., BOIL ORD., STATION., BUS CARDS, METER TAGS & CARDS					1.0000	6,300.00	6,300.00
						BOARD REVIEW Totals		\$9,800.00
500.5010-4161	PUBLICATION OF NOTICES	455.00	851.68	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
500.5010-4163	CONFERENCES							
	Budget Transactions							
	Level							
	Transaction							Total Amount
	LOCAL MCWWA MONTHLY MEETING - 4 MEMBERS							600.00
	STATE IAWWA FOR 4 STAFF							1,500.00
	VILLAGE CLERK - IIIMC							1,500.00
	VILLAGE CLERK - MCI							500.00
								\$4,100.00
500.5010-4164	TRAINING							6,800.00
	Budget Transactions							
	Level							
	Transaction							Total Amount
	GPS TRAINING							2,000.00
	INCREASE - 3/1/19							2,000.00
	OPERATOR TRAINING COURSES/CERTIFICATIONS							2,800.00
								\$6,800.00
500.5010-4176	SOLID WASTE DISPOSAL							18,500.00
500.5010-4177	WATER SERVICES							5,581,900.00
500.5010-4180	REPAIRS & MAINTENANCE							99,700.00
	Budget Transactions							
	Level							
	Transaction							Total Amount
	AIR CONDITIONER/FULLERTON BOOSTER - MGR RVW 12-12-18							14,000.00
	ANNUAL WELL INSPECTION							2,800.00
	BOOSTER & WELLS							2,800.00
	CATHODIC PROTECTION							2,500.00
	CHESTNUT PUMP STATION/AUTO TRANSFER SWITCH - MGR RVW 12-12-18							26,000.00
	ENGINE GENERATORS/INSPECTIONS							10,000.00
	GENERATOR LOAD BANK TEST							3,500.00
	GROUPS MAINTENANCE CONTRACT							11,000.00
	HMI TECH UPGRADE/LOMBARD TOWER - MGR RVW 12-12-18							18,000.00
	INFRARED INSPECTION-BOOSTER & WELLS							2,800.00
	OPERATION EQUIPMENT, LOCATORS							5,000.00
	OTHER REPAIRS, PRKWYS, MET TESTS & RADIOS							15,000.00
	PARKWAY RESTORATION							22,500.00
	PAS MAINTENANCE							2,000.00
	PUMP MAINTENANCE AT BOOSTER							2,000.00
	RPRS TO CHEM FEED PUMPS & CHLORINATORS							2,500.00
	RUN MEGS & AMPS AT WELLS & BOOSTER							2,300.00
	SERVICE CONTRACT FOR SECURITY SVS							3,000.00
	WATER TOWER WASH/CLEAN/INSPECTION - MGR RVW 12-12-18							10,000.00
								\$157,700.00
500.5010-4190	RENTAL-EQUIPMENT							1,300.00
500.5010-4192	DUES/SUBSCRIPTIONS							2,300.00
500.5010-4195	BANK CHARGES/VISA FEE							17,000.00

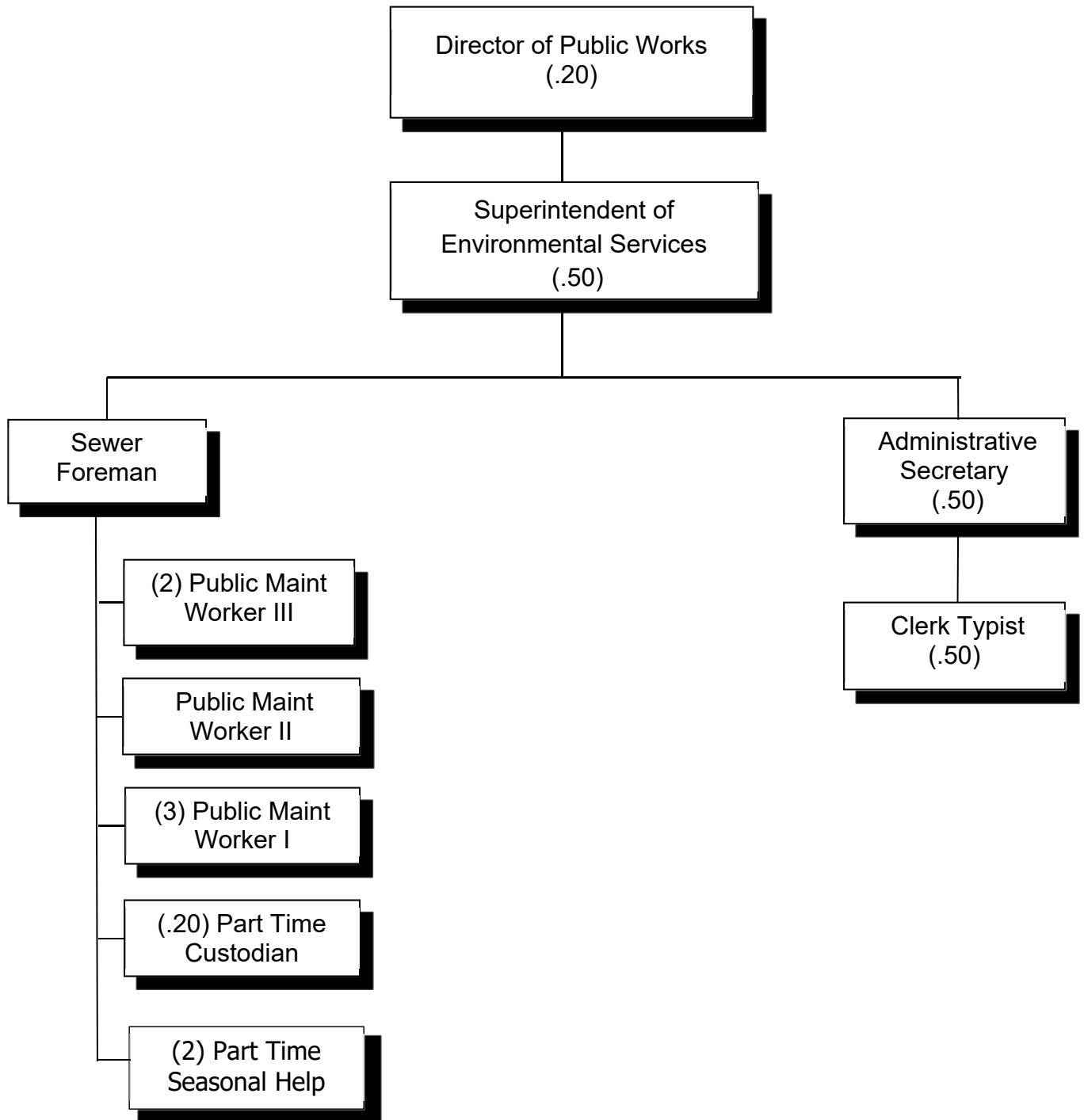
G/L Account	Account Description	ACTUAL	ACTUAL	BUDGET	EST ACT	BUDGET	BUDGET
500.5010-4199	OTHER SERVICES & CHARGES	338.00	475.01	1,000.00	1,000.00	1,000.00	1,000.00
	Budget Transactions						
	Level						Total Amount
	BOARD REVIEW					COST PER UNIT	1,000.00
	CDL AND CERTIFICATES					NUMBER OF UNITS	1,000.00
	OTHER TOTALS	\$5,471,516.00	\$5,503,656.44	\$5,855,700.00	\$5,619,500.00	BOARD REVIEW TOTALS	\$1,000.00
	SERVICES & CHARGES TOTALS	\$5,839,860.00	\$5,897,365.05	\$6,239,500.00	\$5,971,000.00		\$5,744,600.00
							\$6,150,000.00
500.5010-4201	OFFICE SUPPLIES						
500.5010-4202	CLEANING SUPPLIES	.00	649.33	1,300.00	1,300.00		1,300.00
500.5010-4203	CLOTHING SUPPLIES	7,720.00	8,616.36	9,300.00	9,300.00		800.00
							9,300.00
	Budget Transactions						
	Level						Total Amount
	FIREMAN HIP BOOTS					COST PER UNIT	500.00
	GLOVES & HATS					NUMBER OF UNITS	1,000.00
	RAIN GEAR						500.00
	T-SHIRTS						300.00
	UNIFORMS (11)						425.00
	WINTER OUTERWEAR (11)						600.00
	WORK BOOTS (11)						4,400.00
							1,700.00
							1,375.00
						BOARD REVIEW TOTALS	\$9,300.00
500.5010-4204	MOTOR FUEL & LUBRICANTS	.00	.00	500.00	500.00		500.00
500.5010-4205	CHEMICALS	3,163.00	3,380.21	4,500.00	4,500.00		4,500.00
500.5010-4207	PUBLIC GRND/MAT SUPPLIES	28,281.00	37,201.18	37,100.00	37,100.00		37,100.00
	Budget Transactions						
	Level						Total Amount
	CONCRETE, GRAVEL, SOD, SEED, TOPSOIL					COST PER UNIT	37,100.00
						NUMBER OF UNITS	1,000.00
						BOARD REVIEW TOTALS	\$37,100.00
500.5010-4209	MOTOR VEH MAT & SUPPLIES	158.00	.00	.00	.00		.00
500.5010-4211	WATER METERS-HYDRANTS	6,977.00	2,348.24	8,500.00	8,500.00		8,500.00
500.5010-4299	OTHER OPERATING SUPPLIES	42,055.00	28,165.69	50,500.00	50,500.00		50,500.00
	Budget Transactions						
	Level						Total Amount
	BELL JOINT COUPLINGS					COST PER UNIT	1,000.00
	HARDWARE ACCOUNT					NUMBER OF UNITS	1,000.00
	HYDRANT PAINT						500.00
	PRESSURE ADJUSTING STATION MAINT PARTS						3,000.00
	REPLACEMENT VALVES						18,000.00
	STOCK SUPPLIES FOR BOOSTER STATION, ETC						1,500.00
	VALVE & B-BOXES. COPPER, BRASS						6,500.00
	WATER MAIN COUPLINGS						3,500.00
	WATER MAIN REPAIR SLEEVES						8,000.00
						BOARD REVIEW TOTALS	\$50,500.00
	SUPPLIES & MATERIALS TOTALS	\$89,223.00	\$80,361.01	\$112,500.00	\$112,500.00		\$112,500.00
500.5010-4850	BAD DEBT WRITE OFF EXPENSE	.00	.00	.00	.00		.00
	MISCELLANEOUS TOTALS	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
CAPITAL OUTLAYS								
EQUIPMENT								
500.5010-4304	EQUIPMENT-ELECTRONICS	21,272.00	2,009.19	37,400.00	37,400.00	7,400.00	7,400.00	7,400.00
	Budget Transactions							
	Level							
	Transaction							
	3" TRASH PUMP REPLACEMENT					1.0000	2,200.00	2,200.00
	CHLORINE ANALYZER REPLACEMENT					1.0000	3,400.00	3,400.00
	COMMERCIAL DEHUMIDIFIER					1.0000	1,800.00	1,800.00
						BOARD REVIEW Totals		
						41,700.00	31,700.00	31,700.00
500.5010-4305	WATER METERS	5,003.00	85,283.00	41,700.00	41,700.00	7,400.00	7,400.00	7,400.00
	Budget Transactions							
	Level							
	Transaction							
	HYDRANTS W/VALVES					1.0000	11,700.00	11,700.00
	INCREASE WATER METERS - MGR RVW 12-12-18					1.0000	10,000.00	10,000.00
	WATER METERS					1.0000	20,000.00	20,000.00
						BOARD REVIEW Totals		
						49,100.00	39,100.00	39,100.00
	<i>EQUIPMENT Totals</i>	\$26,275.00	\$87,292.19	\$79,100.00	\$79,100.00	\$49,100.00	\$39,100.00	\$39,100.00
	<i>CAPITAL OUTLAYS Totals</i>	\$26,275.00	\$87,292.19	\$79,100.00	\$79,100.00	\$49,100.00	\$39,100.00	\$39,100.00
CAPITAL PROJECTS								
500.5010-4503	WATER MAIN	(22,551.00)	607,101.23	1,334,400.00	1,594,400.00	905,800.00	.00	555,200.00
	Budget Transactions							
	Level							
	Transaction							
	ARMY TRAIL BLVD WATER MAIN					1.0000	309,900.00	309,900.00
	BYRON AVE WATER MAIN					1.0000	145,900.00	145,900.00
	FULLERTON AVE WATER MAIN - MGR RVW 12-12-18					1.0000	450,000.00	450,000.00
						BOARD REVIEW Totals		
						.00	1,500,000.00	1,728,000.00
500.5010-4519	AUTOMATIC METER READ	111,970.00	.00	.00	.00	.00	.00	.00
500.5010-4521	WATER TOWERS AND RESERVOIRS	.00	610,200.00	900,000.00	588,100.00	.00	.00	.00
500.5010-4550	NORTH RTE 53 WATERMAIN/BP	.00	8,398.90	1,010,000.00	52,000.00	1,030,000.00	915,000.00	105,000.00
500.5010-4604	BYRON AVENUE IMPROVEMENTS	43,004.00	.00	631,500.00	490,000.00	.00	.00	.00
	<i>CAPITAL PROJECTS Totals</i>	\$132,423.00	\$1,225,700.13	\$3,875,900.00	\$2,724,500.00	\$1,935,800.00	\$2,415,000.00	\$2,388,200.00
TRANSFERS OUT								
500.5010-4961	TRANSFER TO FLEET SERVICE	108,262.00	98,781.23	73,300.00	73,300.00	79,500.00	81,600.00	84,700.00
500.5010-4962	TRANSFER TO IT	33,926.00	47,638.99	34,400.00	34,400.00	33,800.00	37,000.00	37,600.00
500.5010-4964	TRANSFER TO EQUIP REPL FD	58,700.00	109,800.00	118,800.00	118,800.00	105,400.00	93,000.00	74,400.00
	<i>TRANSFERS OUT Totals</i>	\$200,888.00	\$256,220.22	\$226,500.00	\$226,500.00	\$218,700.00	\$211,600.00	\$196,700.00
Department 5010 - WATER Totals								
		\$8,317,271.00	\$9,448,317.00	\$12,589,400.00	\$11,096,500.00	\$10,418,400.00	\$10,935,100.00	\$11,020,700.00



(BLANK)

Organization Structure



SEWER

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Sewer Division of Environmental Services functions under the direction of the Director of Public Works, Superintendent of Environmental Services, and Sewer Division Foreman. This division employs (2) Public Maintenance Worker III, (1) Public Maintenance Worker II, and (3) Public Maintenance Worker I. The division is responsible for the operation and maintenance of all sanitary and storm sewer collection and conveyance systems and related pumping facilities within the corporate limits. The division also assists the Engineering Division with mitigation of Inflow & Infiltration (I&I) and rear yard drainage. The sewer budget also provides partial funding for clerical and administrative staff.

Sanitary Sewer System

Within its boundaries the Village has over 120 miles of sanitary sewers of various sizes to include 2,500 manhole structures. The design of the system also mandates that eleven lift stations be employed to elevate the wastes due to topography differences.

Storm Sewer System

Within its boundaries the Village also has 73 miles of storm sewers of various sizes. On this system there are 1,400 manholes and over 2,200 inlets of numerous types and sizes. As all storm conveyance systems discharge to an open waterway of some type, the division also maintains three storm water pumping stations and one dam and pump station.

FY 2019-2020 Key Objectives

Strategic Priority 4: Infrastructure

1. Continue the ongoing replacement of a new SCADA alarm installation.
2. Review infrastructure needs and develop priority projects after an assessment of the collection system related to our permit condition Capacity, Management, Operations and Maintenance (CMOM). Evaluate Storm Water Systems in various subdivisions.
3. Restore capacity in Westwood Creek by removing excess sediment at Westwood Pump and Dam to assure proper pumping capacity in a heavy rain event.
4. Improve infrastructure by replacing and relining sanitary sewer lines and repairing catch basins.

Narrative (Cont'd)

FY 2019-2020 Key Objectives (Cont'd)**Strategic Priority 6: Employee Development Initiative**

5. To utilize onsite training and offsite education to have employees fully trained and capable to receive a Certificate of Competency as a Collection System Operator through the IEPA.

Performance Measures

Inputs	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Direct Expenditures	\$2,424,765	\$2,933,300	\$3,211,200
Number of Employees	7	7	7
Outputs			
Lateral Excavations	35	25	35
Lateral Roddings/Televisings	995	1,100	1,200
Lineal ft. of Storm Sewer Cleaned	24,875	35,000	40,000
Lineal ft. of Combined Sewer Cleaned	41,100	41,000	41,000
Lineal ft. of Sanitary Sewer Cleaned	401,440	300,000	350,000
Storm Inlets Cleaned	731	600	600
Combined Storm Inlets Cleaned	166	160	160
Curb Inlets Repaired	64	75	60
Lineal feet of new storm sewers installed in-house	271	100	100
Number of new storm structures installed in-house	5	6	5
Mainline televising footage (in-house)	101,241	100,000	100,000
Efficiency			
Service Requests			
Number of Requests	376	400	350

SEWER

Personnel Summary

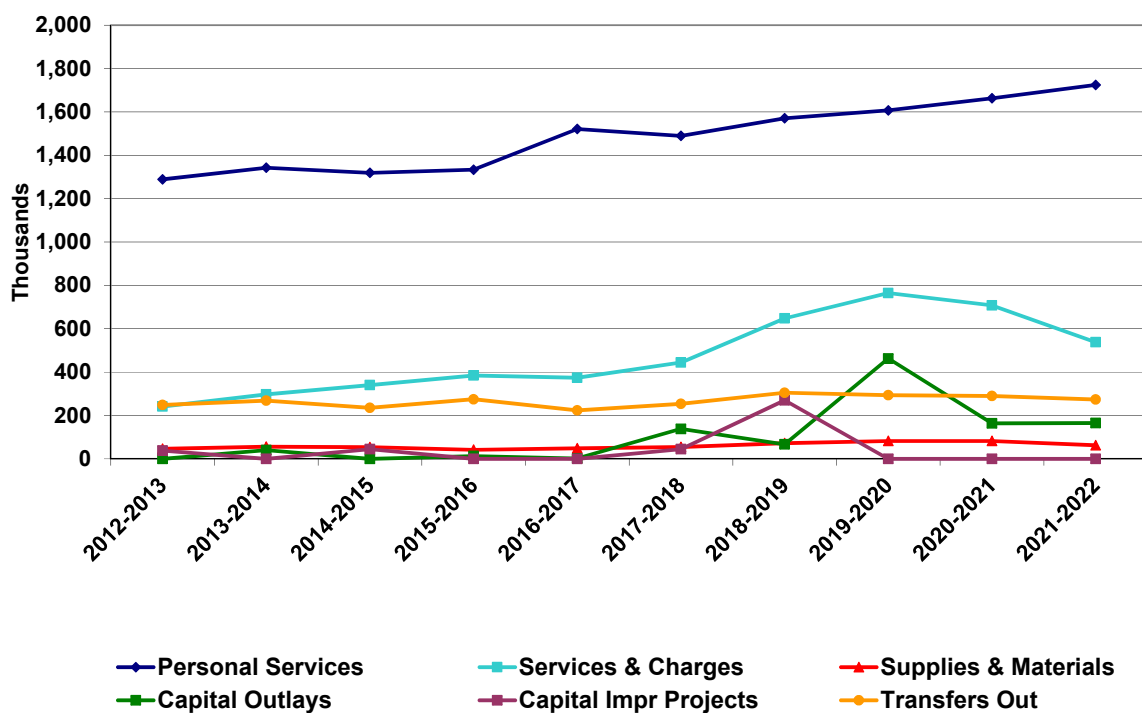
<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Mayor/Liquor Commissioner	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	0.10	0.10	0.10
Asst Village Manager/Dir of Com Dev	0.10	0.10	0.10	0.10	0.10
Assistant Director of Community Dev	0.10	0.10	0.10	0.10	0.10
Director Human Resources/Risk Mgmt	0.10	0.10	0.10	0.10	0.10
Finance Director	0.15	0.15	0.15	0.15	0.15
Purchasing Agent	0.10	0.10	0.10	0.10	0.10
Special Projects Coordinator	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - O&B	0.15	0.15	0.15	0.15	0.15
Accountant	0.15	0.15	0.15	0.15	0.15
Civil Engineer I	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Assistant	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Environmental Services	0.50	0.50	0.50	0.50	0.50
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.50	0.50	0.50	0.50	0.50
Principal Account Clerk (5)	1.12	1.12	1.12	1.12	1.12
Clerk Typist (4)	1.10	1.10	1.10	1.10	1.10
Public Maintenance Worker III (2)	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker II	1.00	1.00	1.00	1.00	1.00
Public Maintenance Worker I (3)	3.00	3.00	3.00	3.00	3.00
Part-Time/Seasonal (2)	2.00	2.00	2.00	2.00	2.00
Part-Time Water Meter Reader (1)	0.33	0.33	0.33	0.33	0.33
Part-Time Custodian	0.20	0.20	0.20	0.20	0.20
Total Budgeted:	15.20	15.20	15.20	15.20	15.20
Authorized & Unbudgeted:					
*Environmental Compliance Coordinator	1.00				
*I & I Inspector	1.00				
Subtotal:	2.00				
Total Authorized:	17.20				

Note: Page 31 summarizes Employee Allocation Between Departments

*These positions will remain unbudgeted until funding is available.

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	1,571,000	1,607,400	1,663,100	1,724,700
Services & Charges	648,000	764,800	707,800	537,900
Supplies & Materials	72,400	82,400	82,400	62,400
Capital Outlays	67,000	463,000	164,000	165,000
Capital Improvement Projects	270,000	0	0	0
Transfers Out	304,900	293,600	290,000	273,600
Total	2,933,300	3,211,200	2,907,300	2,763,600



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 500 - WATER & SEWER FUND								
EXPENSE								
Department 5031 - SEWER								
PERSONNEL SVCS								
WAGES & SALARIES								
500.5031-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$319,906.00	\$374,637.39	\$992,700.00	\$995,200.00	\$1,030,100.00	\$1,064,100.00	\$1,102,200.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL							Total Amount
	BOARD REVIEW					1.0000	1,022,900.00	1,022,900.00
	BOARD REVIEW					1.0000	7,200.00	7,200.00
						BOARD REVIEW Totals		\$1,030,100.00
500.5031-4002	WAGES CLERICAL	170,664.00	176,920.85	.00	.00	.00	.00	.00
500.5031-4003	WAGES OPERATIONAL	421,693.00	439,148.49	.00	.00	.00	.00	.00
500.5031-4004	OVERTIME	25,831.00	29,337.73	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00
500.5031-4006	OTHER PAY	11,455.00	10,859.33	12,900.00	12,900.00	12,900.00	12,900.00	12,900.00
500.5031-4007	PART-TIME	25,471.00	23,130.49	37,800.00	37,800.00	39,900.00	42,100.00	44,500.00
500.5031-4017	ELECTED OFFICIALS	6,251.00	7,865.00	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00
500.5031-4020	SICK PAY	9,289.00	11,687.63	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00
	WAGES & SALARIES Totals	\$990,560.00	\$1,073,586.91	\$1,100,900.00	\$1,103,400.00	\$1,140,400.00	\$1,176,600.00	\$1,217,100.00
TAXES & BENEFITS								
500.5031-4009	I.M.R.F.	129,373.00	131,135.39	133,600.00	133,800.00	113,800.00	117,200.00	121,200.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL							Total Amount
	BOARD REVIEW					1.0000	113,000.00	113,000.00
	BOARD REVIEW					1.0000	800.00	800.00
						BOARD REVIEW Totals		\$113,800.00
500.5031-4010	SOCIAL SECURITY	75,146.00	78,416.67	83,300.00	83,500.00	86,400.00	89,100.00	92,200.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL							Total Amount
	BOARD REVIEW					1.0000	85,800.00	85,800.00
	BOARD REVIEW					1.0000	600.00	600.00
						BOARD REVIEW Totals		\$86,400.00
500.5031-4012	HEALTH INSURANCE	233,594.00	227,111.26	249,300.00	250,300.00	266,800.00	280,200.00	294,200.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL							Total Amount
	BOARD REVIEW					1.0000	263,900.00	263,900.00
	BOARD REVIEW					1.0000	2,900.00	2,900.00
						BOARD REVIEW Totals		\$266,800.00
500.5031-4030	OPEB EXPENSE	(947.00)	(1,044.00)	.00	.00	.00	.00	.00
500.5031-4035	IMRF PENSION EXPENSE	93,833.00	(19,750.00)	.00	.00	.00	.00	.00
	TAXES & BENEFITS Totals	\$530,999.00	\$415,869.32	\$466,200.00	\$467,600.00	\$467,000.00	\$486,500.00	\$507,600.00
	PERSONNEL SVCS Totals	\$1,521,559.00	\$1,489,456.23	\$1,567,100.00	\$1,571,000.00	\$1,607,400.00	\$1,663,100.00	\$1,724,700.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
<i>SERVICES & CHARGES</i>								
<i>PROFESSIONAL</i>								
500.5031-4150	IRMA INSURANCE	50,101.00	57,772.51	49,500.00	39,700.00	54,900.00	54,900.00	54,900.00
<i>Budget Transactions</i>								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	CMOM MODELING - MGR RVW 12-12-18					1.0000	60,000.00	60,000.00
		<i>PROFESSIONAL Totals</i>				BOARD REVIEW Totals		
		\$38,712.00	\$51,768.27	\$53,200.00	\$52,200.00	\$63,300.00	\$63,300.00	\$63,400.00
<i>COMMUNICATIONS</i>								
500.5031-4115	COMMUNICATIONS-TELEPHONE	14,378.00	16,175.35	20,700.00	18,000.00	20,700.00	20,700.00	20,700.00
<i>Budget Transactions</i>								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	CELLULAR PHONE SERVICE					1.0000	2,000.00	2,000.00
BOARD REVIEW	MONTHLY PHONE SERVICE					1.0000	18,700.00	18,700.00
		<i>COMMUNICATIONS Totals</i>				BOARD REVIEW Totals		
		281.00	(791.30)	.00	500.00	1,500.00	1,500.00	1,500.00
500.5031-4117	COMMUNICATIONS-POSTAGE	10.00	.00	500.00	500.00	500.00	500.00	500.00
		<i>COMMUNICATIONS Totals</i>						
		\$14,669.00	\$15,384.05	\$21,200.00	\$19,000.00	\$22,700.00	\$22,700.00	\$22,700.00
<i>UTILITIES</i>								
<i>Budget Transactions</i>								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	ELECTRIC UTILITY FOR POND AERATORS					1.0000	15,500.00	15,500.00
BOARD REVIEW	GENERAL UTILITY ELECTRIC					1.0000	34,500.00	34,500.00
		<i>UTILITIES Totals</i>				BOARD REVIEW Totals		
		\$132,599.00	\$77,112.95	\$58,800.00	\$58,800.00	\$58,800.00	\$58,800.00	\$58,800.00
<i>OTHER</i>								
500.5031-4118	COPY REPRODUCTION	224.00	222.18	400.00	400.00	400.00	400.00	400.00
500.5031-4160	PRINTING	186.00	371.50	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00
500.5031-4161	PUBLICATION OF NOTICES	170.00	360.96	800.00	800.00	800.00	800.00	800.00
500.5031-4163	CONFERENCES	5.00	823.80	.00	200.00	.00	.00	.00
500.5031-4164	TRAINING	1,982.00	3,017.10	8,500.00	8,500.00	8,500.00	8,500.00	8,500.00
500.5031-4176	SOLID WASTE DISPOSAL	3,610.00	7,063.16	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
500.5031-4180	REPAIRS & MAINTENANCE	126,372.00	223,588.73	444,500.00	444,500.00	474,500.00	474,500.00	304,500.00
<i>Budget Transactions</i>								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	ANNUAL LARGE DIAMETER SEWER TELEVISIONING					1.0000	15,000.00	15,000.00
BOARD REVIEW	DREDGE WESTWOOD CREEK - MGR RVW 12-12-18					1.0000	300,000.00	300,000.00
BOARD REVIEW	ELECTRIC PUMP REBUILD - MGR RVW 12-12-18					1.0000	20,000.00	20,000.00
BOARD REVIEW	ENGINE GENERATOR/INSPECTIONS					1.0000	10,000.00	10,000.00

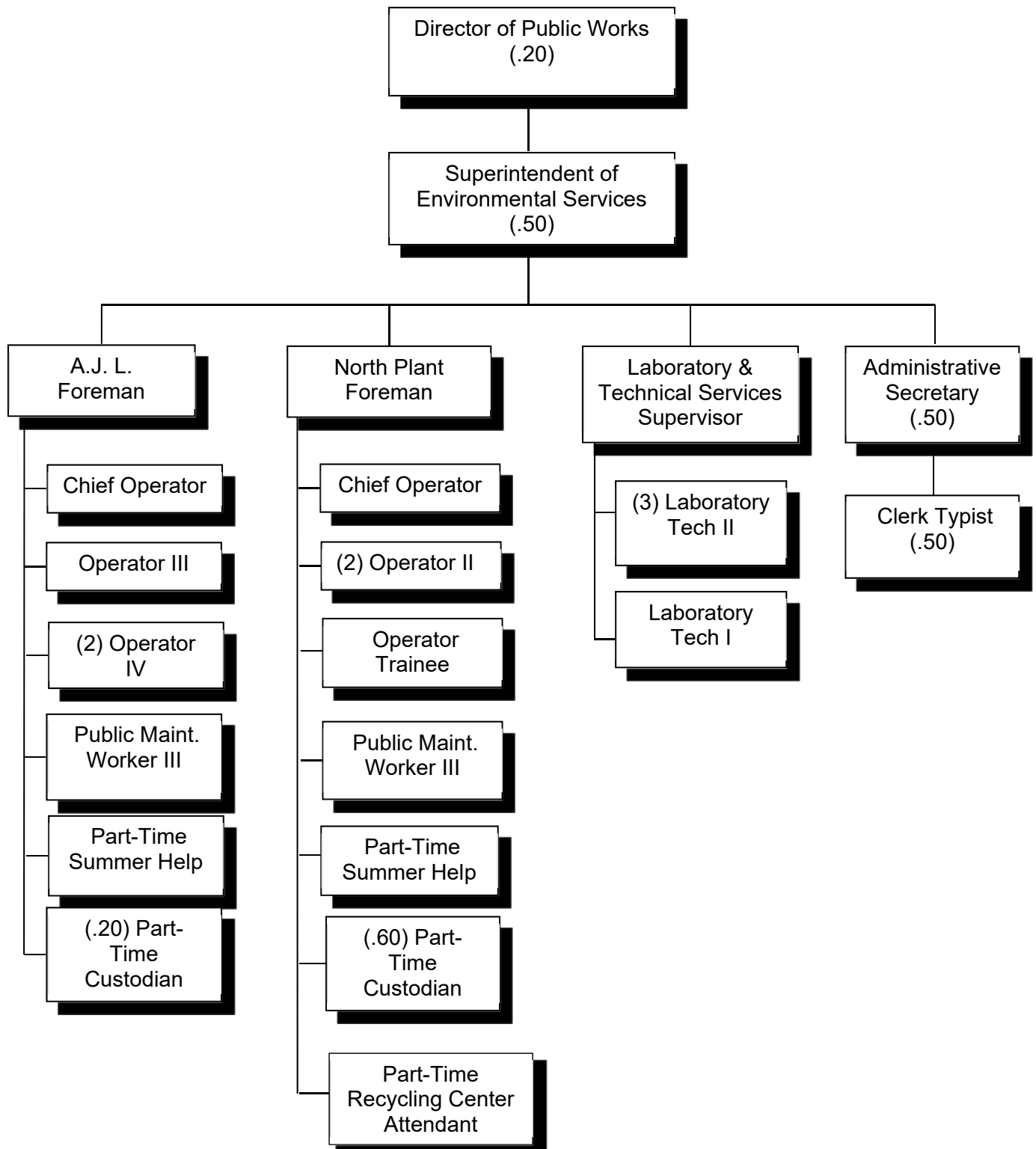
G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
CAPITAL OUTLAYS EQUIPMENT	BOARD REVIEW					1.0000	7,000.00	7,000.00
	BOARD REVIEW					1.0000	2,900.00	2,900.00
	BOARD REVIEW					1.0000	3,500.00	3,500.00
	BOARD REVIEW					1.0000	1,100.00	1,100.00
	BOARD REVIEW					1.0000	3,500.00	3,500.00
	BOARD REVIEW					1.0000	7,000.00	7,000.00
	BOARD REVIEW					1.0000	1,700.00	1,700.00
	BOARD REVIEW					1.0000	3,400.00	3,400.00
	<i>SUPPLIES & MATERIALS Totals</i>	\$48,659.00	\$54,380.07	\$72,400.00	\$72,400.00	\$82,400.00	\$82,400.00	\$62,400.00
500.5031-4304	EQUIPMENT-ELECTRONICS	1,850.00	138,345.00	67,000.00	67,000.00	38,000.00	39,000.00	40,000.00
	Budget Transactions							
	Level							
	Transaction							
	SCADA ALARM INSTALLATION							
	<i>EQUIPMENT Totals</i>	\$1,850.00	\$138,345.00	\$67,000.00	\$67,000.00	\$38,000.00	\$39,000.00	\$40,000.00
CAPITAL PROJECTS	CAPITAL OUTLAYS Totals	\$1,850.00	\$138,345.00	\$67,000.00	\$67,000.00	\$38,000.00	\$39,000.00	\$40,000.00
	500.5031-4551	PUMPING STATIONS	.00	45,000.00	270,000.00	125,000.00	125,000.00	125,000.00
	Budget Transactions							
	Level							
	Transaction							
TRANSFERS OUT	BOARD REVIEW					1.0000	25,000.00	25,000.00
	BOARD REVIEW					1.0000	100,000.00	100,000.00
	INCREASE REPLACE DIESEL ENGINES DAPS - MGR RVW 12-12-18							
	REPLACE DIESEL ENGINES DAPS							
	CAPITAL PROJECTS Totals	\$0.00	\$45,000.00	\$270,000.00	\$270,000.00	\$125,000.00	\$125,000.00	\$125,000.00
500.5031-4961	TRANSFER TO FLEET SERVICE	140,692.00	147,434.03	162,000.00	162,000.00	175,900.00	180,300.00	187,400.00
	TRANSFER TO IT	22,649.00	31,822.44	34,400.00	34,400.00	31,200.00	34,200.00	34,700.00
	TRANSFER TO EQUIP REPL FD	60,200.00	74,300.04	108,500.00	108,500.00	86,500.00	75,500.00	51,500.00
	TRANSFERS OUT Totals	\$223,541.00	\$253,556.51	\$304,900.00	\$304,900.00	\$293,600.00	\$290,000.00	\$273,600.00
Department	5031 - SEWER Totals	\$2,170,052.00	\$2,424,765.42	\$2,942,200.00	\$2,933,300.00	\$3,211,200.00	\$2,907,300.00	\$2,763,600.00



(BLANK)

WASTEWATER

Organization Structure



WASTEWATER

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

Environmental Services Division

This department is under the direction of the Director of Public Works, Superintendent of Environmental Services and the various Division Foremen. Environmental Services is a multi-faceted division of Public Works consisting of the Wastewater Division and the Sewer Division. These divisions are specifically designed to deal with the responsibilities of storm water collection and conveyance, wastewater collection and conveyance, advanced wastewater treatment, bio-solids treatment and disposal, solid waste collection and disposal and Addison's recycling program. In addition, Environmental Services investigates and mitigates air, noise and land pollution issues, along with the many other miscellaneous environmental services and issues that occur. This budget also provides partial funding for clerical and administrative staff.

Water Pollution Control Division

The Wastewater Division is responsible for the treatment of over two billion gallons of municipal wastewater annually, exceeding the levels set forth in the Federal NPDES Permits. There are two wastewater treatment facilities which function under the direction as described above.

The North Facility is a 5.3 MGD Secondary, Activated Sludge Plant with nitrification process and storm water pumping/treatment capabilities located on Addison Road at the I-290 overpass. The facility is staffed by five IEPA licensed wastewater operators and one public maintenance worker III.

The A.J. LaRocca Facility is a 3.2 MGD Secondary, Activated Sludge Plant with nitrification process and combined sewer overflow pumping/treatment capabilities located on Villa Avenue just north of Fullerton Avenue. This plant is staffed by five IEPA licensed wastewater operators and one public maintenance worker III.

The two facilities, utilizing various screening, settling, biological, and filtering techniques separate the organic and inorganic solids found in the raw wastewater. The solids are removed and retained for processing of the organics before proper disposal and the removal and disposal of inorganics. The clear liquid portion of the wastewater (effluent) is chlorinated and then de-chlorinated prior to discharge into Salt Creek.

Laboratory & Technical Services Division

The Laboratory and Technical Services Division is responsible for the testing of all Addison wastewater, storm water, and bio-solids. The laboratory facility is located at the North Facility and consists of one laboratory supervisor, three laboratory technician II and one lab technician I. This division is also assigned the task of tracking, sampling, reporting, monitoring, and environmental enforcement within the industrial community. The division is responsible for all National Pollutant Discharge Elimination System (NPDES) permit testing.

Narrative (Cont'd)

DESCRIPTION OF DEPARTMENTAL ACTIVITIES (Cont'd)

In addition, field staff investigates all instances of air, noise, and land pollution, and perform code enforcement activities for all environmental laws. This division also shares, along with the Engineering Division, the duties and responsibilities of the Municipal Separate Storm Sewer System (MS4) permit from Illinois EPA. The Federal Pretreatment Program mandates that all industrial dischargers be monitored for quantity and quality of generated wastes and pollutants.

FY 2019-20 Key Objectives

Strategic Priority 4: Infrastructure

- Secure funding and contracts necessary with qualified engineering/consultant firms to establish guidelines and objectives in several environmental areas as required in the most recent NPDES permit incorporated in the facility plan.
- Improve reliable infrastructure by replacing anaerobic digester covers, heat exchangers and pumping equipment at the North Wastewater Facility.
- Continue annual SCADA system upgrade at the North and AJL Wastewater Facilities to improve productivity via technology to monitor and operate facilities.
- Continue our involvement with the Salt Creek/DuPage River Watershed Group in an effort to acquire additional monitoring analysis from numerous sampling points along the watershed prior to "Total Maximum Daily Loading" implementation.

Strategic Priority 6: Employee Development Initiative

- To utilize offsite education and onsite training to have employees fully trained and capable to complete a Certificate of Competency as a Wastewater Operator through the IEPA.

WASTEWATER

Narrative (Cont'd)

Performance Measures

	FY 17-18 ACTUAL		FY 18-19 ESTIMATE		FY 19-20 PROJECTION	
Inputs						
Direct Expenditures	\$4,299,083		\$5,214,100		\$9,327,400	
Number of Full Time Employees	19		19		19	
Billion Gallons Treated – AJL Facility	0.714		0.733		0.724	
Billion Gallons Treated – North Facility	1.183		1.191		1.187	
Total Gallons Treated – Billions	1.897		1.924		1.911	
Gallons Bio-solids Land Applied	0		0		0	
Cubic Yards of Bio-Solids Land Applied	5,353		5,126		5,240	
Cubic Yards of Bio-Solids to Landfill	0		0		0	
Total Laboratory Analysis Performed	32,895		31,685		32,290	
	AJL	NTP	AJL	NTP	AJL	NTP
NPDES Discharge Violations	0	0	0	0	0	0
Days lost to Occupational Injury	0	0	0	0	0	0
Effectiveness						
Effluent BOD, mg/l, Limit =20	2.55		2.44		2.51	
Pounds of BOD Removed	2,837,991		2,821,844		2,911,528	
Effluent Suspended Solids mg/l Limit =25	5.1		4.9		5.23	
Pounds of Suspended Solids Removed	2,104,860		2,091,979		2,215,198	
Dissolved Oxygen mg/l Limit=> 6.0	9.06		8.58		8.82	
Avg. Ammonia Nitrogen as N mg/l Limit = 1.5 April thru Oct.	0.160		0.153		0.157	
Avg. Ammonia Nitrogen as N mg/l Limit = 4.0 Nov thru Feb	0.070		0.093		0.082	
Pounds of Ammonia as N Removed	389,511		387,641		388,576	
Natural Gas Consumption – Total Therms	70,383		74,734		76,119	
Electrical Consumption – Total KWH	5,026,766		5,138,866		5,298,874	
Efficiency						
Effluent BOD,% Removal	95		95		96	
Effluent Suspended Solids,% Removal	96		95		96	
Avg. Ammonia Nitrogen as N % Removal	99		99		99	
Cost per Million Gallons Treated	\$2,462.00		\$2,630.00		\$4,919.00	

WASTEWATER

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Mayor/Liquor Commissioner	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	0.10	0.10	0.10
Asst Village Mgr/Dir of Com Dev	0.10	0.10	0.10	0.10	0.10
Assistant Director of Community Dev	0.10	0.10	0.10	0.10	0.10
Director Human Resources/Risk Mgmt	0.10	0.10	0.10	0.10	0.10
Special Projects Coordinator	0.10	0.10	0.10	0.10	0.10
Finance Director	0.15	0.15	0.15	0.15	0.15
Purchasing Agent	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - O&B	0.15	0.15	0.15	0.15	0.15
Accountant	0.15	0.15	0.15	0.15	0.15
Civil Engineer I	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Assistant	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Environmental Services	0.50	0.50	0.50	0.50	0.50
Foreman (2)	2.00	2.00	2.00	2.00	2.00
Laboratory & Technical Services Supervisor	1.00	1.00	1.00	1.00	1.00
Laboratory Technician II (3)	3.00	3.00	3.00	3.00	3.00
Laboratory Technician I	1.00	1.00	1.00	1.00	1.00
Principal Account Clerk (5)	1.12	1.12	1.12	1.12	1.12
Administrative Secretary	0.50	0.50	0.50	0.50	0.50
Clerk Typist (4)	1.10	1.10	1.10	1.10	1.10
WWTP Chief Operator (2)	2.00	2.00	2.00	2.00	2.00
WWTP Operator Class II (2)	2.00	2.00	2.00	2.00	2.00
WWTP Operator Class III	1.00	1.00	1.00	1.00	1.00
WWTP Operator Class IV (2)	2.00	2.00	2.00	2.00	2.00
WWTP Operator Trainee	1.00	1.00	1.00	1.00	1.00
Public Maintenance Worker III (2)	2.00	2.00	2.00	2.00	2.00
Part-Time Recycling Center Attendant	1.00	1.00	1.00	1.00	1.00
Part-Time/Seasonal (2)	2.00	2.00	2.00	2.00	2.00
Part-Time Water Meter Reader	0.34	0.34	0.34	0.34	0.34
Part-Time Custodian	0.80	0.80	0.80	0.80	0.80
Total Budgeted:	26.81	26.81	26.81	26.81	26.81
Authorized & Unbudgeted:					
*Industrial Pretreatment Inspector	1.00				
Subtotal:	1.00				
Total Authorized:	27.81				

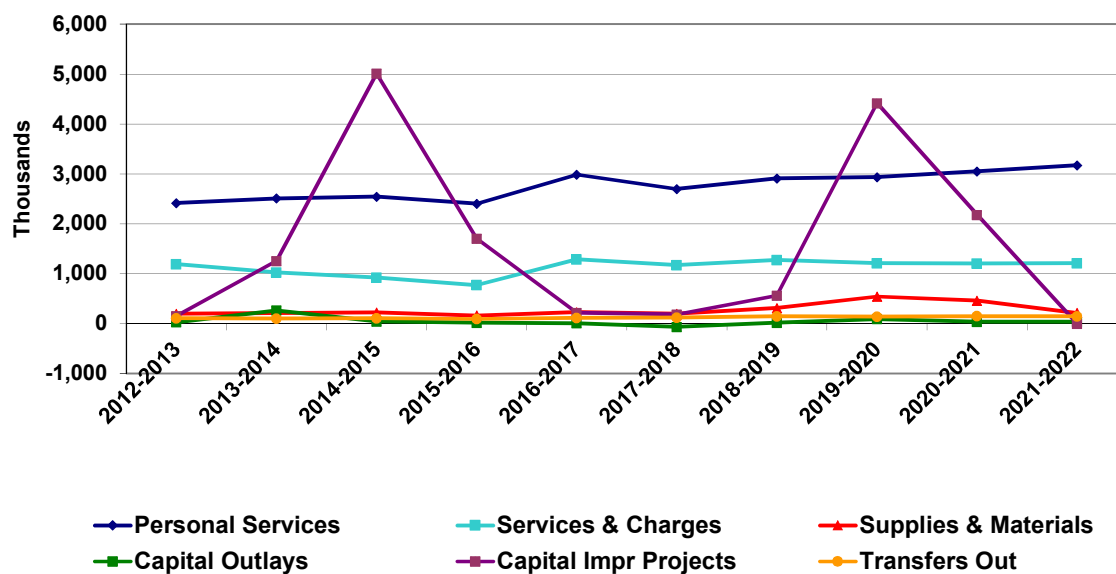
Note: Page 31 summarizes Employee Allocation Between Departments

*This position will remain unbudgeted until funding is available.

WASTEWATER

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	2,909,800	2,933,500	3,048,700	3,171,800
Services & Charges	1,273,800	1,208,800	1,204,600	1,209,700
Supplies & Materials	309,400	542,400	457,400	212,400
Capital Outlays	18,000	91,000	36,000	36,000
Capital Improvement Projects	560,000	4,415,000	2,175,000	0
Transfers Out	143,100	136,700	147,600	145,800
Total	5,214,100	9,327,400	7,069,300	4,775,700



The increase in Capital Improvement Projects in FY 14 and FY 15 is due to infrastructure upgrades relative to a low interest IEPA loan.

The increase in Capital Improvement Projects in FY 19, 20 and 21 is due to digester complex improvements relative to a low interest IEPA loan.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 500 - WATER & SEWER FUND								
EXPENSE								
Department 5032 - WASTEWATER								
PERSONNEL SVCS								
WAGES & SALARIES								
500.5032-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	\$519,155.00	\$542,355.19	\$1,890,700.00	\$1,893,200.00	\$1,948,900.00	\$2,024,100.00	\$2,105,000.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL							Total Amount
	BOARD REVIEW					1.0000	1,941,700.00	1,941,700.00
	BOARD REVIEW					1.0000	7,200.00	7,200.00
						BOARD REVIEW Totals		\$1,948,900.00
500.5032-4002	WAGES CLERICAL	213,452.00	176,791.21	.00	.00	.00	.00	.00
500.5032-4003	WAGES OPERATIONAL	1,115,937.00	1,059,344.17	.00	.00	.00	.00	.00
500.5032-4004	OVERTIME	29,934.00	27,165.39	32,000.00	32,000.00	32,000.00	32,000.00	32,000.00
500.5032-4006	OTHER PAY	14,794.00	16,023.34	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
500.5032-4007	PART-TIME	34,405.00	87,181.16	64,600.00	64,600.00	68,200.00	72,000.00	76,000.00
500.5032-4017	ELECTED OFFICIALS	6,251.00	7,865.00	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00
500.5032-4020	SICK PAY	31,326.00	32,901.23	41,000.00	41,000.00	41,000.00	41,000.00	41,000.00
	WAGES & SALARIES Totals	\$1,965,254.00	\$1,949,626.69	\$2,054,800.00	\$2,057,300.00	\$2,116,600.00	\$2,195,600.00	\$2,280,500.00
TAXES & BENEFITS								
500.5032-4009	I.M.R.F.	249,197.00	242,598.25	249,800.00	250,000.00	212,600.00	220,500.00	228,900.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL					1.0000	211,800.00	211,800.00
	BOARD REVIEW					1.0000	800.00	800.00
						BOARD REVIEW Totals		\$212,600.00
500.5032-4010	SOCIAL SECURITY	145,776.00	148,290.87	155,700.00	155,900.00	160,500.00	166,500.00	173,000.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL					1.0000	159,900.00	159,900.00
	BOARD REVIEW					1.0000	600.00	600.00
						BOARD REVIEW Totals		\$160,500.00
500.5032-4012	HEALTH INSURANCE	448,345.00	424,645.55	445,600.00	446,600.00	443,800.00	466,100.00	489,400.00
	Budget Transactions							
	Level							
	Transaction							
	ORIGINAL					1.0000	440,900.00	440,900.00
	BOARD REVIEW					1.0000	2,900.00	2,900.00
						BOARD REVIEW Totals		\$443,800.00
500.5032-4030	OPEB EXPENSE	(1,010.00)	(1,113.00)	.00	.00	.00	.00	.00
500.5032-4035	IMRF PENSION EXPENSE	178,638.00	(69,122.00)	.00	.00	.00	.00	.00
	TAXES & BENEFITS Totals	\$1,020,946.00	\$745,299.67	\$851,100.00	\$852,500.00	\$816,900.00	\$853,100.00	\$891,300.00
	PERSONNEL SVCS Totals	\$2,986,200.00	\$2,694,926.36	\$2,905,900.00	\$2,909,800.00	\$2,933,500.00	\$3,048,700.00	\$3,171,800.00

G/L Account	Account Description	ACTUAL	ACTUAL	BUDGET	EST ACT	BUDGET	BUDGET	BUDGET
SERVICES & CHARGES								
PROFESSIONAL								
500.5032-4150	IRMA INSURANCE	86,146.00	82,755.03	81,000.00	64,900.00	89,800.00	89,800.00	89,800.00
500.5032-4101	PROF SERV ACCT/AUDITTING	2,946.00	2,642.76	2,800.00	2,800.00	2,900.00	3,000.00	3,100.00
500.5032-4105	PROF SERV DATA PROCESSING	3,054.00	3,470.00	8,100.00	8,100.00	8,100.00	8,100.00	8,100.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	1,600.00	1,600.00
	BOARD REVIEW					1.0000	1,500.00	1,500.00
	BOARD REVIEW					1.0000	5,000.00	5,000.00
						BOARD REVIEW Totals		\$8,100.00
500.5032-4107	PROF SERV MEDICAL	1,682.00	1,905.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	1,200.00	1,200.00
	DRUG/ALCOHOL TESTING - CDL LICENSE					BOARD REVIEW Totals		\$1,200.00
500.5032-4110	TECH & CONSULT SERVICES	119,898.00	152,844.43	156,800.00	156,800.00	182,800.00	190,500.00	195,500.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	4,300.00	4,300.00
	BIOMONITORING ANALYSIS					1.0000	2,700.00	2,700.00
	INCREASE TECH & CONSULT - MGR RWV 12-12-18					1.0000	16,500.00	16,500.00
	LAB/PRETREATMENT REGULATIONS					1.0000	162,000.00	162,000.00
	SALT CREEK SPECIAL ASSESMENT					BOARD REVIEW Totals		\$185,500.00
	PROFESSIONAL Totals	\$127,580.00	\$160,862.19	\$168,900.00	\$168,900.00	\$195,000.00	\$202,800.00	\$207,900.00
COMMUNICATIONS								
500.5032-4115	COMMUNICATIONS-TELEPHONE	18,365.00	21,155.60	22,200.00	22,200.00	22,200.00	22,200.00	22,200.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	8,100.00	8,100.00
	CELLULAR PHONES/PORT DEV					1.0000	14,100.00	14,100.00
	MONTHLY PHONE SERVICE					BOARD REVIEW Totals		\$22,200.00
500.5032-4116	COMMUNICATIONS-PORTABLE DV	832.00	(187.38)	400.00	400.00	1,900.00	1,900.00	1,900.00
500.5032-4117	COMMUNICATIONS-POSTAGE	640.00	380.14	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	COMMUNICATIONS Totals	\$19,837.00	\$21,348.36	\$23,600.00	\$23,600.00	\$25,100.00	\$25,100.00	\$25,100.00
UTILITIES								
500.5032-4170	PUBLIC UTIL GAS-HEAT	36,932.00	37,594.06	49,500.00	49,500.00	49,500.00	49,500.00	49,500.00
500.5032-4175	PUBLIC UTIL ELEC-EQUIPMINT	301,843.00	438,233.45	375,000.00	375,000.00	375,000.00	375,000.00	375,000.00
	UTILITIES Totals	\$338,775.00	\$475,827.51	\$424,500.00	\$424,500.00	\$424,500.00	\$424,500.00	\$424,500.00
OTHER								
500.5032-4118	COPY REPRODUCTION	639.00	820.10	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
500.5032-4120	PUBLIC RELATIONS	250.00	61.04	.00	.00	.00	.00	.00
500.5032-4160	PRINTING	63.00	1,234.33	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
500.5032-4161	PUBLICATION OF NOTICES	396.00	350.94	.00	.00	.00	.00	.00
500.5032-4163	CONFERENCES	4,056.00	3,791.84	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
500.5032-4164	TRAINING	2,585.00	7,802.10	12,600.00	12,600.00	18,600.00	18,600.00	18,600.00
	Budget Transactions							
	Level							
	Transaction							
	INCREASE - 3/1/19							
	ORIGINAL							
500.5032-4176	SOLID WASTE DISPOSAL	168,600.00	164,546.15	195,000.00	195,000.00	195,000.00	195,000.00	195,000.00
	Budget Transactions							
	Level							
	Transaction							
	BIOSOLIDS HAULING							
	RECYCLE CENTER HAULING							
500.5032-4180	REPAIRS & MAINTENANCE	365,819.00	179,606.16	297,600.00	297,600.00	174,100.00	162,100.00	162,100.00
	Budget Transactions							
	Level							
	Transaction							
	BI-ANNUAL CALIB AND SVS - ALL METER DEV							
	DUPLEX FILTER - MGR RVW 12-12-18							
	GROUND MAINTENANCE CONTRACT							
	MAINTENANCE/CALIBRATION LAB EQUIP							
	OTHER REPAIRS & MAINTENANCE							
	PUMP & GENERATOR REBUILDS							
	PUMPS & GENERATOR							
	RAW PUMP REBUILD							
	REPAIR OF TRI-GAS METERS							
	VALVE REPLACEMENT/REPAIR							
500.5032-4190	RENTAL-EQUIPMENT	1,419.00	786.54	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
	Budget Transactions							
	Level							
	Transaction							
	CRANE RENTAL FOR LARGE EQUIP REMOVAL							
	DEIONIZED WATER SYSTEM (ANNUAL)							
	GENERATOR RENTAL - NTP							
500.5032-4192	DUES/SUBSCRIPTIONS	102,660.00	350.00	500.00	500.00	500.00	500.00	500.00
500.5032-4194	PERMIT FEE PAYMENTS	68,500.00	68,500.00	68,500.00	68,500.00	68,500.00	68,500.00	68,500.00
500.5032-4199	OTHER SERVICES & CHARGES	159.00	1,001.24	200.00	200.00	200.00	200.00	200.00
	OTHER Totals	\$715,146.00	\$428,850.44	\$591,900.00	\$591,900.00	\$474,400.00	\$462,400.00	\$462,400.00
	SERVICES & CHARGES Totals	\$1,287,484.00	\$1,169,643.53	\$1,289,900.00	\$1,273,800.00	\$1,208,800.00	\$1,204,600.00	\$1,209,700.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
SUPPLIES & MATERIALS								
500.5032-4201	OFFICE SUPPLIES							
500.5032-4202	CLEANING SUPPLIES							
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	MOPS, BUCKETS AND BUFFING PADS	1,685.00	1,550.18	1,700.00	1,700.00	1,700.00	1,700.00	1,700.00
BOARD REVIEW	WATERLESS HAND CLEANER, HAND SOAP	3,601.00	3,945.10	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00
BOARD REVIEW	WINDOW CLEANER, FLOOR SOAP & WAX					1,000.00	800.00	800.00
BOARD REVIEW	WIPES, CLOTH AND PAPER					1,000.00	1,400.00	1,400.00
						BOARD REVIEW Totals		\$4,200.00
500.5032-4203	CLOTHING SUPPLIES	14,136.00	11,766.84	16,400.00	16,400.00	16,400.00	16,400.00	16,400.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	INSULATED GLOVES					1,000.00	300.00	300.00
BOARD REVIEW	REPLACE RAIN GEAR & HIP BOOTS					1,000.00	900.00	900.00
BOARD REVIEW	SAFETY BOOTS-18					1,000.00	2,300.00	2,300.00
BOARD REVIEW	SHIRTS FOR CLERICAL STAFF					1,000.00	300.00	300.00
BOARD REVIEW	SUMMER TEE SHIRTS					1,000.00	700.00	700.00
BOARD REVIEW	UNIFORMS INCLUDING FLASH CLOTHING-18					1,000.00	9,200.00	9,200.00
BOARD REVIEW	WINTER OUTERWEAR					1,000.00	2,700.00	2,700.00
						BOARD REVIEW Totals		\$16,400.00
500.5032-4204	MOTOR FUEL & LUBRICANTS	3,207.00	5,045.71	5,200.00	5,200.00	5,200.00	5,200.00	5,200.00
500.5032-4205	CHEMICALS	71,597.00	54,215.65	91,000.00	91,000.00	91,000.00	91,000.00	91,000.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	CHLORINE FOR EFFLUENT DISINFECTION					1,000.00	15,300.00	15,300.00
BOARD REVIEW	POLYMERS FOR SLUDGE DEWATERING					1,000.00	57,400.00	57,400.00
BOARD REVIEW	REAGENTS USED IN LABORATORY					1,000.00	13,700.00	13,700.00
BOARD REVIEW	SULFUR DIOXIDE FOR DECHLORINATION					1,000.00	4,600.00	4,600.00
						BOARD REVIEW Totals		\$91,000.00
500.5032-4207	PUBLIC GRND/MAT SUPPLIES	997.00	1,266.54	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
500.5032-4208	BUILDING MAT SUPPLIES	467.00	.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
500.5032-4299	OTHER OPERATING SUPPLIES	134,916.00	119,772.18	184,400.00	184,400.00	417,400.00	332,400.00	87,400.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	ASSORTED NUTS, BOLTS & HARDWARE					1,000.00	8,400.00	8,400.00
BOARD REVIEW	BATTERIES FOR STANDBY GENERATORS					1,000.00	2,200.00	2,200.00
BOARD REVIEW	BELT PRESS MAINTENANCE/REPAIR					1,000.00	15,000.00	15,000.00
BOARD REVIEW	CHAIN FINAL CLARIFIERS - MGR RVW 12-12-18					1,000.00	22,000.00	22,000.00
BOARD REVIEW	COFFEE FOR ENVIRONMENTAL SERVICES					1,000.00	800.00	800.00
BOARD REVIEW	COMPOSITE SAMPLERS					1,000.00	18,000.00	18,000.00
BOARD REVIEW	COMPOSITE SAMPLES					1,000.00	1,300.00	1,300.00
BOARD REVIEW	CONTACT SETS FOR LARGE HP MOTORS					1,000.00	5,000.00	5,000.00
BOARD REVIEW	ELECTRICAL					1,000.00	4,600.00	4,600.00
BOARD REVIEW	GASKET MATERIALS					1,000.00	2,200.00	2,200.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET	
MISCELLANEOUS	BOARD REVIEW					1.0000	30,000.00	30,000.00	
	BOARD REVIEW					1.0000	5,000.00	5,000.00	
	BOARD REVIEW					1.0000	250,000.00	250,000.00	
	BOARD REVIEW					1.0000	1,800.00	1,800.00	
	BOARD REVIEW					1.0000	16,700.00	16,700.00	
	BOARD REVIEW					1.0000	6,500.00	6,500.00	
	BOARD REVIEW					1.0000	2,900.00	2,900.00	
	BOARD REVIEW					1.0000	3,000.00	3,000.00	
	BOARD REVIEW					1.0000	2,900.00	2,900.00	
	BOARD REVIEW					1.0000	2,800.00	2,800.00	
CAPITAL OUTLAYS EQUIPMENT	BOARD REVIEW					1.0000	2,900.00	2,900.00	
	BOARD REVIEW					1.0000	1,300.00	1,300.00	
	BOARD REVIEW					1.0000	10,000.00	10,000.00	
	BOARD REVIEW					1.0000	2,100.00	2,100.00	
SUPPLIES & MATERIALS Totals		\$230,606.00	\$197,562.20	\$309,400.00	\$309,400.00	\$542,400.00	\$457,400.00	\$212,400.00	
500.5032-4850	BAD DEBT WRITE OFF EXPENSE		.00	.00	.00	.00	.00	.00	
500.5032-4885	COST OF ISSUANCE-BONDS	78,713.00	.00	.00	.00	.00	.00	.00	
MISCELLANEOUS Totals		\$78,713.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
CAPITAL PROJECTS	500.5032-4304	EQUIPMENT-ELECTRONICS	7,315.00	(65,125.84)	18,000.00	18,000.00	91,000.00	36,000.00	36,000.00
	Transaction						Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW	SCADA COMPUTER UPGRADE					1.0000	18,000.00	18,000.00
	BOARD REVIEW	SCADA UPGRADE - MGR RVW 12-12-18					1.0000	18,000.00	18,000.00
CAPITAL PROJECTS	BOARD REVIEW	SCREW PUMP REPLACEMENT					1.0000	55,000.00	55,000.00
	EQUIPMENT Totals		\$7,315.00	(\$65,125.84)	\$18,000.00	\$18,000.00	\$91,000.00	\$36,000.00	\$36,000.00
	CAPITAL OUTLAYS Totals		\$7,315.00	(\$65,125.84)	\$18,000.00	\$18,000.00	\$91,000.00	\$36,000.00	\$36,000.00
	500.5032-4503	WATER MAIN	.00	.00	.00	.00	45,000.00	.00	.00
Transaction						Number of Units	Cost Per Unit	Total Amount	
BOARD REVIEW	WATERMAIN REPAIR - NTP					1.0000	45,000.00	45,000.00	
BOARD REVIEW Totals									
500.5032-4549	LIFT STATIONS	.00	.00	.00	.00	.00	.00	.00	
500.5032-4570	EXCESS FLOW LS NO-IEPA2	.00	42,300.00	.00	.00	.00	.00	.00	
500.5032-4587	ANAEROBIC DIGESTER	.00	107,989.87	560,000.00	560,000.00	4,370,000.00	2,175,000.00	.00	
Transaction						Number of Units	Cost Per Unit	Total Amount	
BOARD REVIEW	DIGESTER CLEANING - EVERY THREE YEARS					1.0000	105,000.00	105,000.00	
BOARD REVIEW	DIGESTER COMPLEX IMPROVEMENTS					1.0000	4,265,000.00	4,265,000.00	
BOARD REVIEW Totals									

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
500.5032-4589	AERATION SYSTEM SHEATH	.00	33,736.82	.00	.00	.00	.00	.00
CAPITAL PROJECTS Totals								
TRANSFERS OUT								
500.5032-4961	TRANSFER TO FLEET SERVICE	35,520.00	24,332.87	40,400.00	40,400.00	43,800.00	44,900.00	46,700.00
500.5032-4962	TRANSFER TO IT	62,281.00	87,417.07	83,100.00	83,100.00	75,400.00	82,600.00	83,900.00
500.5032-4964	TRANSFER TO EQUIP REPL FD	14,200.00	6,300.00	19,600.00	19,600.00	17,500.00	20,100.00	15,200.00
TRANSFERS OUT Totals		\$112,001.00	\$118,049.94	\$143,100.00	\$143,100.00	\$136,700.00	\$147,600.00	\$145,800.00
Department 5032 - WASTEWATER Totals								
		\$4,702,319.00	\$4,299,082.88	\$5,226,300.00	\$5,214,100.00	\$9,327,400.00	\$7,069,300.00	\$4,775,700.00

WATER AND SEWER DEBT SERVICE FUND

Narrative

This fund was established during Fiscal 2019 and will account for the debt service payments attributed to the Water and Sewer Operations.

In prior years, all debt was budgeted in the Debt Service Fund. At year end an audit entry was made to transfer the portion of the debt attributable to Water and Sewer Operations.

This fund will receive a transfer of funds from the Debt Service Fund in addition to the User Fee which previously was included in the Water and Sewer Fund.

This fund will be consolidated with the Water/Sewer Fund for audit presentation.

Illinois EPA Loan 1 – \$6,457,340 issued in 2015. Semi-annual installments at 1.93% simple interest. This loan was used to replace/rebuild six Sewer Lift Stations that ranged in age from 30-40 years old in addition to work at both the Addison North and Addison South AJ La Rocca Wastewater Treatment Plant. This was transferred from Debt Service Fund in FY 2019.

Illinois EPA Loan 2 – \$1,641,892 issued in 2015. Semi-annual installments at 2.21% simple interest. This loan was used to continue work at various water treatment facilities. This was transferred from Debt Service Fund in FY 2019.

Series 2012 - \$3,985,000 General Obligation Refunding Bonds. This issue is to refund the remaining portion of the 2004 General Obligation Bond. This bond will be paid by property taxes. The Water and Sewer portion of this bond, 32%, was transferred from Debt Service Fund in FY 2019.

Series 2017 - \$5,400,000 General Obligation Bonds. This issue is for the construction of the new Addison Consolidated Dispatch Center and other capital projects including water/sewer fund infrastructure. This bond will be paid with part of the .25% Sales Tax Increment. The Water and Sewer portion of this bond, 54%, was transferred from Debt Service Fund in FY 2019.

Total debt service schedules can be found in the Debt Service section.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 510 - WATER SEWER DEBT SERVICE FUND								
REVENUE								
Department 9951 - WATER SEWER DEBT SERVICE								
CHARGES FOR SERVICES								
CAPITAL								
510.9951-3304	USER FEE	\$0.00	\$0.00	\$125,700.00	\$125,658.00	\$167,544.00	\$209,430.00	\$251,316.00
	CAPITAL Totals	\$0.00	\$0.00	\$125,700.00	\$125,658.00	\$167,544.00	\$209,430.00	\$251,316.00
	CHARGES FOR SERVICES Totals	\$0.00	\$0.00	\$125,700.00	\$125,658.00	\$167,544.00	\$209,430.00	\$251,316.00
INTEREST INCOME								
510.9951-3510	INVESTMENT INTEREST	.00	.00	.00	.00	1,000.00	1,000.00	1,000.00
	INTEREST INCOME Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
TRANSFERS IN								
510.9951-3992	TRANSFER FROM DEBT SVC	.00	.00	1,137,746.27	1,137,746.00	927,009.00	718,089.00	745,555.00
	TRANSFERS IN Totals	\$0.00	\$0.00	\$1,137,746.27	\$1,137,746.00	\$927,009.00	\$718,089.00	\$745,555.00
Department 9951 - WATER SEWER DEBT SERVICE REVENUE		\$0.00	\$0.00	\$1,263,446.27	\$1,263,404.00	\$1,095,553.00	\$928,519.00	\$997,871.00
EXPENSE								
Department 9951 - WATER SEWER DEBT SERVICE								
DEBT SERVICE								
FISCAL FEES								
510.9951-4707	FISCAL AGENT FEES	.00	.00	.00	.00	.00	.00	.00
	FISCAL FEES Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST								
510.9951-4702.2012	BOND INTEREST 2012 REF 2004	.00	.00	9,617.22	9,617.00	3,936.00	.00	.00
510.9951-4702.2017	BOND INTEREST 2017 ACDC/WATER SEWER	.00	.00	101,793.75	101,794.00	92,022.00	82,249.00	72,477.00
510.9951-4702.IEPA1	BOND INTEREST IEPA LOAN 1	.00	.00	110,244.86	110,245.00	104,800.00	99,200.00	93,597.00
510.9951-4702.IEPA2	BOND INTEREST IEPA LOAN 2	.00	.00	37,615.22	37,615.00	35,800.00	33,900.00	32,100.00
510.9951-4702.IEPA3	BOND INTEREST IEPA LOAN 3	.00	.00	.00	.00	.00	.00	142,500.00
	INTEREST Totals	\$0.00	\$0.00	\$259,271.05	\$259,271.00	\$236,558.00	\$215,349.00	\$340,674.00
PRINCIPAL								
510.9951-4701.2012	BOND PRINCIPAL 2012 REF 2004	.00	.00	190,440.00	190,440.00	195,211.00	.00	.00
510.9951-4701.2017	BOND PRINCIPAL 2017 ACDC/WATER SEWER	.00	.00	325,777.00	325,777.00	325,740.00	325,740.00	162,870.00
510.9951-4701.IEPA1	BOND PRINCIPAL IEPA LOAN 1	.00	.00	280,662.86	280,663.00	286,100.00	291,700.00	297,310.00
510.9951-4701.IEPA2	BOND PRINCIPAL IEPA LOAN 2	.00	.00	81,595.36	81,595.00	83,400.00	85,300.00	87,200.00
510.9951-4701.IEPA3	BOND PRINCIPAL IEPA LOAN 3	.00	.00	.00	.00	.00	.00	156,900.00
	PRINCIPAL Totals	\$0.00	\$0.00	\$878,475.22	\$878,475.00	\$890,451.00	\$702,740.00	\$704,280.00
	DEBT SERVICE Totals	\$0.00	\$0.00	\$1,137,746.27	\$1,137,746.00	\$1,127,009.00	\$918,089.00	\$1,044,954.00
TRANSFERS OUT								
510.9951-4950	TRANSFER TO WATER & SEWER	.00	.00	.00	.00	.00	.00	.00
	TRANSFERS OUT Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 9951 - WATER SEWER DEBT SERVICE EXPENSE		\$0.00	\$0.00	\$1,137,746.27	\$1,137,746.00	\$1,127,009.00	\$918,089.00	\$1,044,954.00

WATER/SEWER DEBT SERVICE FUND

Budget Year 2020

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund	510 - WATER SEWER DEBT SERVICE FUND Totals							
	REVENUE TOTALS	\$0.00	\$0.00	\$1,263,446.27	\$1,263,404.00	\$1,095,553.00	\$928,519.00	\$997,871.00
	EXPENSE TOTALS	\$0.00	\$0.00	\$1,137,746.27	\$1,137,746.00	\$1,127,009.00	\$918,089.00	\$1,044,954.00
Fund	510 - WATER SEWER DEBT SERVICE FUND Totals	\$0.00	\$0.00	\$125,700.00	\$125,658.00	(\$31,456.00)	\$10,430.00	(\$47,083.00)
	FUND BALANCE, BEGINNING	\$0.00	\$0.00	\$0.00	\$0.00	\$ 125,658.00	\$ 94,202.00	\$ 104,632.00
	REV OVER (UNDER) EXP	\$0.00	\$0.00	\$0.00	\$ 125,658.00	\$ (31,456.00)	\$ 10,430.00	\$ (47,083.00)
	FUND BALANCE, ENDING	\$0.00	\$0.00	\$0.00	\$ 125,658.00	\$ 94,202.00	\$ 104,632.00	\$ 57,549.00

WATER AND SEWER DEBT SERVICE FUND REVENUES

Notes

3304 User Fee

This fee is a bi-monthly fee assessed on each unit that receives water service. The fee rates were established as part of the Water & Sewer Rate Increase Three Year Plan. These fees were previously included in the Water & Sewer Fund revenues. Beginning in FY 19 they have been moved to the Water and Sewer Debt Service Fund to provide additional funding for infrastructure debt.

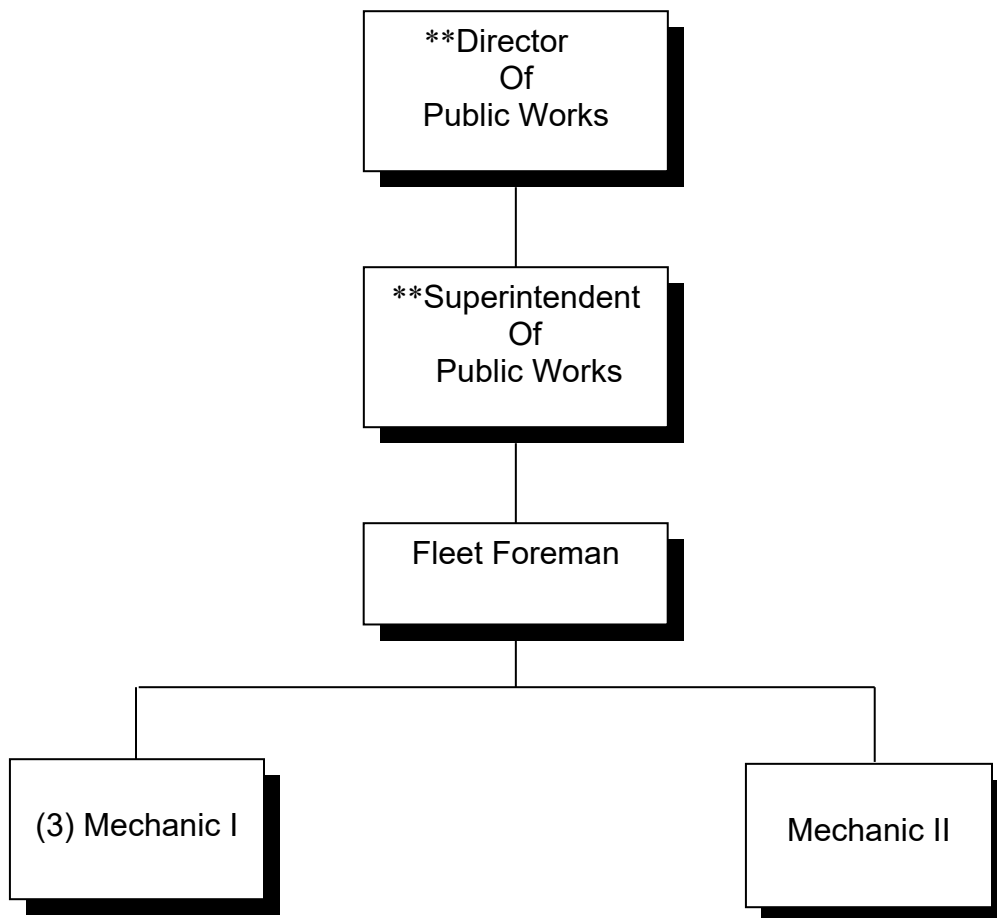
Water & Sewer Rate Increases Three Year Plan (Rates per 1,000 gallons)

FISCAL YEAR	Effective Date	Basic User Charge Incr 5/1	Basic User Charge	Village Operations Incr 5/1	Water Rate	Village Operations Incr 5/1	Sewer Rate
FY 19	5/1/2018	.50	1.50	.27	9.15	.19	6.68
FY 20	5/1/2019	.50	2.00	.27	9.42	.21	6.89
FY 21	5/1/2020	.50	2.50	.28	9.70	.20	7.09

3992 Transfer from Debt Service

This account records transfers from the Debt Service fund to cover the Water and Sewer related Debt Service.

Organization Structure



**Not charged to this department.

FLEET SERVICES

Narrative

Fleet Services is an Internal Service Fund and an operating unit of the Public Works Department. The department operates under the direction of the Director of Public Works, Superintendent of Public Works and the Fleet Services Foreman. The Fleet Services team includes three (3) Mechanic I and one (1) Mechanic II. The customers of Fleet Services are the vehicle and equipment users employed by all departments of the Village of Addison and the Addison Fire Protection District.

Funded by charging for all services and goods provided to its customers. All rates are based on break-even (zero-profit) funding. Support services are provided for approximately two hundred (200) vehicles and other equipment, twenty two (22) Lift Stations, Well Houses, Pumping Stations, and Standby Generators owned by the Village of Addison and twenty (20) vehicles and equipment owned by the Addison Fire Protection District. Additional vehicles and equipment owned by other taxing bodies within the Village of Addison receive fueling services.

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

Core Services

- Fleet asset management
- Procurement of vehicles and equipment
- Storage and dispensing of fleet fuels, repair and maintenance services
- Vehicle replacement fund management

Functions

- Manages the procurement of all Village vehicles to ensure cost effectiveness.
- Maintains a fleet replacement schedule to minimize ownership costs.
- Provides specifications for vehicle procurement in a manner which maximizes vehicle utilization.
- Provides a quality preventative maintenance program and schedule to ensure reduced operating costs.
- Provides a quality vehicle and equipment repair service.
- Provides efficient equipment utilization through reduction of equipment downtime.
- Participates in A.S.E. certification programs.
- Manages Village fuel purchase and usage.
- Manages automated fuel dispensing for Village equipment and other designated entities, 24 hours a day, 7 days a week.
- Manages tire and parts inventory.
- Manages vehicle replacement fund and internal service fund recommendations.
- Manages and maintains titles and license plates for all fleet vehicles.
- Manages vehicle and fleet equipment disposal.
- Assists the Risk Manager on insurance claims.

FLEET SERVICES

Narrative (Cont'd)

DESCRIPTION OF DEPARTMENTAL ACTIVITIES (Cont'd)

Functions (Cont'd)

- Fleet coordinates the following external services:
 1. Paint and body repair
 2. Transmission repair/rebuild
 3. Heavy duty suspension service
 4. Glass replacement
 5. Warranty repairs
- Furnish pool vehicles to meet customers' needs while their vehicle is being serviced.
- Provide roadside assistance or arrange towing 24 hours a day, 7 days a week for village vehicles or equipment.

FY 2019-20 Key Objectives

Strategic Priority 4: Infrastructure

- Continue to maintain and operate all underground fuel storage tanks, pumps and associated piping and electrical, so as to minimize down time to our customers. Our customers include the Fire and Police departments, School Districts, Park District and Public Works.
- Continue with the annual Equipment Replacement Fund. Working with all the individual divisions to make sure we our purchasing vehicles that are properly equipped to handle all the different job tasks associated within a division.
- Continue using CFA and Petrovend systems to track and schedule preventative maintenance to minimize unscheduled downtime for all above mentioned departments.
- Continue to update and upgrade the equipment used in Fleet Services to meet the needs of the existing vehicles as well as the changing requirements placed on the newer vehicles due to technological advancements.

Strategic Priority 6: Employee Development

- Utilize training and seminars for continuing education, which will aid in helping the mechanics keep their ASE certifications current.
- Utilize seminars and training for current supervisors and for possible future supervisors.

FLEET SERVICES

Narrative (Cont'd)

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY19-20 PROJECTION
Inputs			
Direct Expenditures	\$1,397,310	\$1,407,900	\$1,532,700
Number of Employees	5	5	5
Vehicles and Equipment	181	217	217
Outputs			
Number of Work Orders Completed	2,807	3,900	3,500
Gallons of Fuel Dispensed(Village Vehicles)	98,312	101,290	102,500
Effectiveness			
% Vehicles passing emissions on 1 st test	100%	100%	100%
% PMs performed as scheduled	100%	100%	100%
% Mechanic hours billed to repairs	78%	84%	80%
Effectiveness			
Average Cost per Mile			
- Automobiles	\$0.40	\$0.40	\$0.42
- Truck	\$0.98	\$1.16	\$1.18
- Police (Marked Squads)	\$0.56	\$0.54	\$0.57

FLEET SERVICES

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Foreman	1.00	1.00	1.00	1.00	1.00
Mechanic I (3)	3.00	3.00	3.00	3.00	3.00
Mechanic II	1.00	1.00	1.00	1.00	1.00
<i>Total Budgeted:</i>	5.00	5.00	5.00	5.00	5.00

Authorized & Unbudgeted:

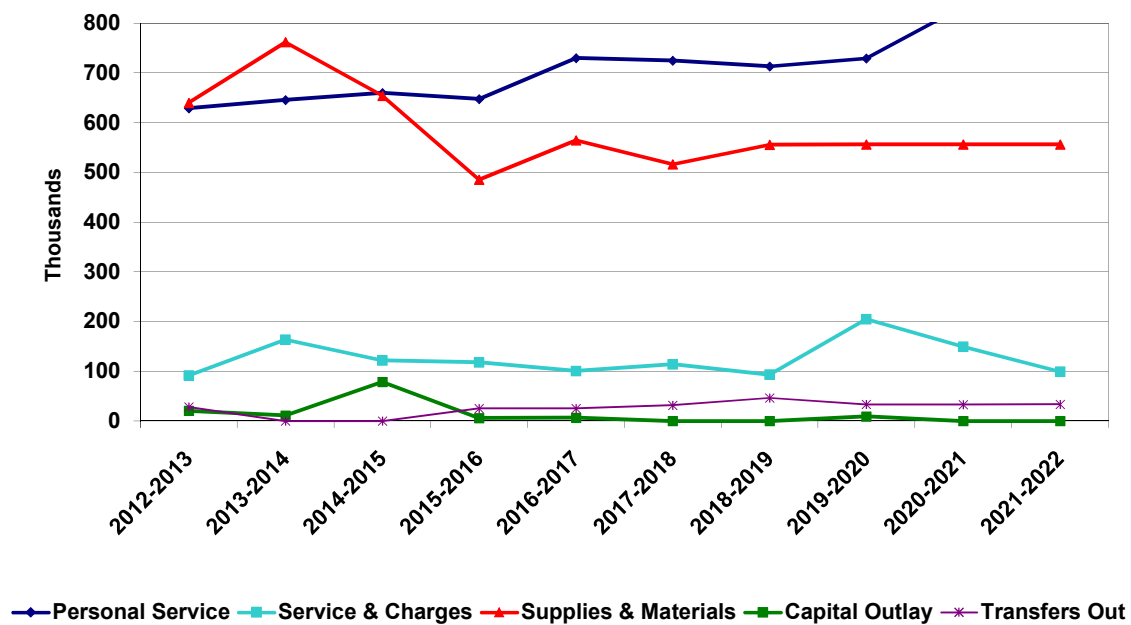
None

Total Authorized: 5.00

FLEET SERVICES

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	712,900	729,200	833,400	944,800
Services & Charges	93,200	204,900	149,300	99,300
Supplies & Materials	555,300	556,200	556,200	556,200
Capital Outlays	0	9,000	0	0
Transfers Out	46,500	33,400	33,300	33,700
Total	1,407,900	1,532,700	1,572,200	1,634,000



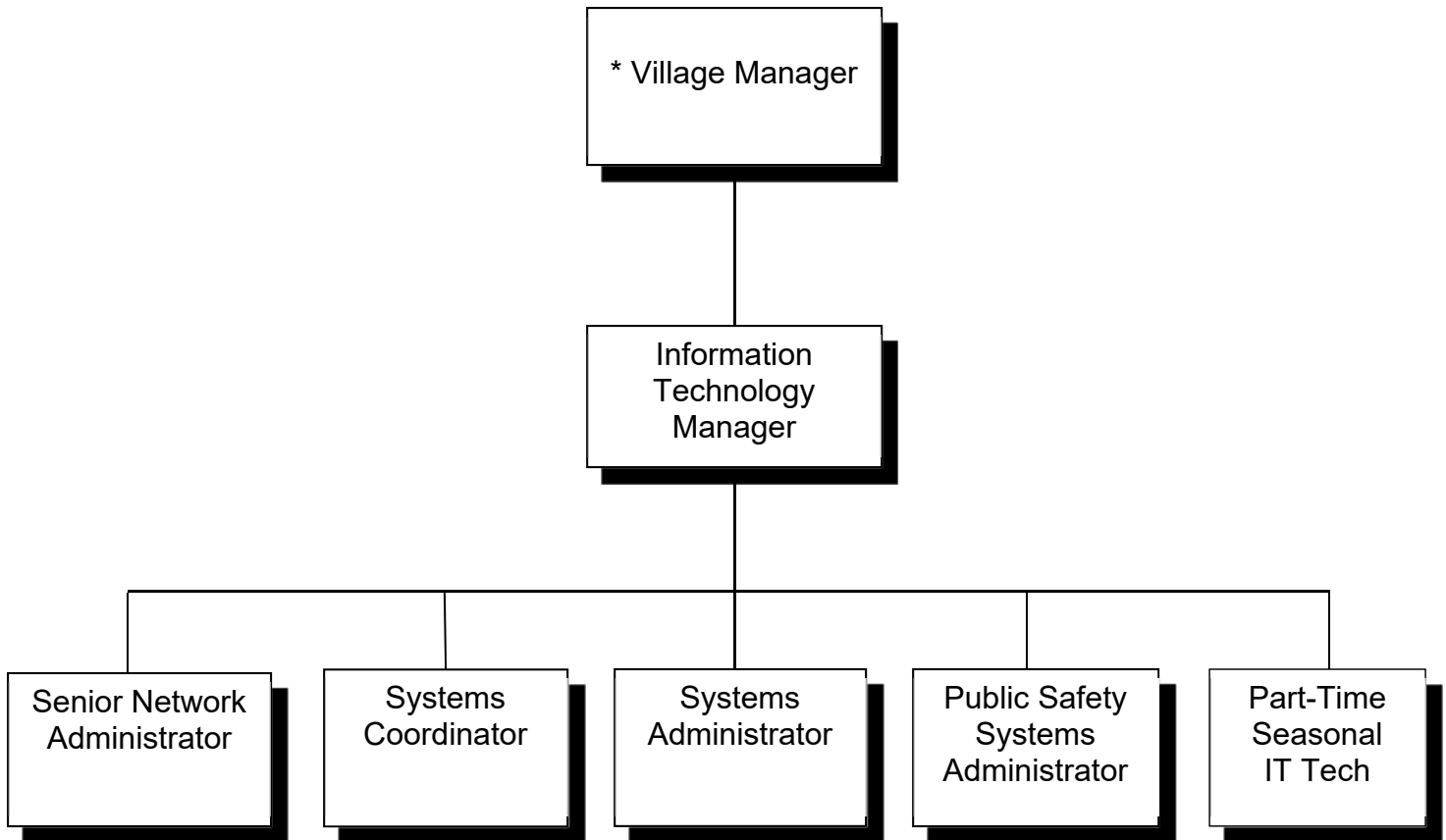
G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 610 - FLEET SERVICES								
REVENUE								
Department 6100 - FLEET SERVICES								
Division 6199 - FLEET REVENUES								
CHARGES FOR SERVICES								
OTHER								
610.6100.6199-3389	CHARGES VEH REPAIRS	\$32,972.00	\$21,762.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
610.6100.6199-3399	OTHER CHARGES	70,687.00	73,949.36	.00	.00	.00	.00	.00
	<i>OTHER Totals</i>	\$103,659.00	\$95,711.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>CHARGES FOR SERVICES Totals</i>	\$103,659.00	\$95,711.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MISCELLANEOUS								
610.6100.6199-3898	LATE FEE - MISCELLANEOUS BILLING	.00	.00	.00	.00	.00	.00	.00
	<i>MISCELLANEOUS Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REIMBURSEMENT								
INSURANCE								
610.6100.6199-3802	REIMB-INS CLAIM-PROPERTY	21,779.00	.00	.00	.00	.00	.00	.00
	<i>INSURANCE Totals</i>	\$21,779.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>REIMBURSEMENT Totals</i>	\$21,779.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS IN								
610.6100.6199-3903	TRANSFER FROM COMM REL	4,125.00	2,809.53	3,600.00	3,600.00	3,800.00	3,900.00	4,100.00
610.6100.6199-3904	TRANSFER FROM BLD & GRNDS	3,311.00	14,673.58	5,900.00	5,900.00	6,300.00	6,500.00	6,700.00
610.6100.6199-3905	TRANSFER FROM POLICE	536,222.00	544,748.97	677,400.00	677,400.00	740,200.00	759,300.00	789,200.00
610.6100.6199-3906	TRANSFER FROM COMM DEVEL	28,253.00	49,222.98	46,600.00	46,600.00	50,500.00	51,800.00	53,800.00
610.6100.6199-3907	TRANSFER FROM ELEC/FRSTRY	82,990.00	73,072.74	119,900.00	119,900.00	130,000.00	133,400.00	138,600.00
610.6100.6199-3908	TRANSFER FROM STREET	278,241.00	314,438.27	278,800.00	278,800.00	302,700.00	310,500.00	322,800.00
610.6100.6199-3950	TRANSFER FROM WATER	108,262.00	98,781.23	73,300.00	73,300.00	79,500.00	81,600.00	84,700.00
610.6100.6199-3951	TRANSFER FROM SEWER	140,692.00	147,434.03	162,000.00	162,000.00	175,900.00	180,300.00	187,400.00
610.6100.6199-3952	TRANSFER FROM WTR POLL CNTL	35,520.00	24,332.87	40,400.00	40,400.00	43,800.00	44,900.00	46,700.00
610.6100.6199-3962	TRANSFER FROM IT	1,894.00	2,818.89	.00	.00	.00	.00	.00
	<i>TRANSFERS IN Totals</i>	\$1,219,510.00	\$1,272,333.09	\$1,407,900.00	\$1,407,900.00	\$1,532,700.00	\$1,572,200.00	\$1,634,000.00
Department 6100 - FLEET SERVICES REVENUE		\$1,344,948.00	\$1,368,045.08	\$1,407,900.00	\$1,407,900.00	\$1,532,700.00	\$1,572,200.00	\$1,634,000.00
EXPENSE								
Department 6100 - FLEET SERVICES								
Division 6113 - USER - FLEET								
PERSONNEL SVCS								
WAGES & SALARIES								
610.6100.6113-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	106,137.00	117,771.81	453,900.00	453,900.00	465,100.00	547,800.00	636,400.00
610.6100.6113-4002	WAGES CLERICAL	72,482.00	64,370.94	.00	.00	.00	.00	.00
610.6100.6113-4003	WAGES OPERATIONAL	264,624.00	271,932.80	.00	.00	.00	.00	.00
610.6100.6113-4004	OVERTIME	14,752.00	29,062.35	23,000.00	23,000.00	23,000.00	23,000.00	23,000.00
610.6100.6113-4006	OTHER PAY	4,443.00	5,745.02	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
610.6100.6113-4020	SICK PAY	9,251.00	15,926.38	12,000.00	12,000.00	13,500.00	13,500.00	13,500.00
	<i>WAGES & SALARIES Totals</i>	\$471,689.00	\$504,809.30	\$495,900.00	\$495,900.00	\$508,600.00	\$591,300.00	\$679,900.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
TAXES & BENEFITS								
610.6100.6113-4009	I.M.R.F.	61,237.00	63,855.11	62,200.00	62,200.00	52,800.00	61,500.00	70,700.00
610.6100.6113-4010	SOCIAL SECURITY	35,291.00	37,953.68	37,500.00	37,500.00	38,400.00	44,700.00	51,500.00
610.6100.6113-4012	HEALTH INSURANCE	116,235.00	113,190.57	117,300.00	117,300.00	129,400.00	135,900.00	142,700.00
610.6100.6113-4030	OPEB EXPENSE	1,501.00	1,654.00	.00	.00	.00	.00	.00
610.6100.6113-4035	IMRF PENSION EXPENSE	43,764.00	3,259.00	.00	.00	.00	.00	.00
TAXES & BENEFITS Totals		\$258,028.00	\$219,912.36	\$217,000.00	\$217,000.00	\$220,600.00	\$242,100.00	\$264,900.00
PERSONNEL SVCS Totals		\$729,717.00	\$724,721.66	\$712,900.00	\$712,900.00	\$729,200.00	\$833,400.00	\$944,800.00
SERVICES & CHARGES								
610.6100.6113-4150	IRMA INSURANCE	32,006.00	32,412.99	26,100.00	26,100.00	28,900.00	28,900.00	28,900.00
PROFESSIONAL								
610.6100.6113-4103	PROF SERV LEGAL	.00	125.00	.00	.00	.00	.00	.00
610.6100.6113-4105	PROF SERV DATA PROCESSING	2,345.00	2165.78	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	CFA SUBSCRIPTION					1.0000	1,600.00	1,600.00
BOARD REVIEW	VCM SOFTWARE LICENSING					1.0000	1,300.00	1,300.00
						BOARD REVIEW Totals		
610.6100.6113-4107	PROF SERV MEDICAL	234.00	307.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	DRUG & ALCOHOL SCREEN FOR CDLS					1.0000	200.00	200.00
BOARD REVIEW	HEARING TESTS					1.0000	200.00	200.00
BOARD REVIEW	PRESCRIPTION SAFETY GLASSES					1.0000	600.00	600.00
						BOARD REVIEW Totals		
610.6100.6113-4110	TECH & CONSULT SERVICES	228.00	.00	200.00	200.00	200.00	200.00	200.00
PROFESSIONAL Totals		\$2,807.00	\$2,597.78	\$4,100.00	\$4,100.00	\$4,100.00	\$4,100.00	\$4,100.00
COMMUNICATIONS								
610.6100.6113-4115	COMMUNICATIONS-TELEPHONE	2,088.00	2,068.70	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00
610.6100.6113-4116	COMMUNICATIONS-PORTABLE DV	7.00	(130.95)	.00	.00	1,000.00	1,000.00	1,000.00
610.6100.6113-4117	COMMUNICATIONS-POSTAGE	.00	64.50	200.00	200.00	200.00	200.00	200.00
COMMUNICATIONS Totals		\$2,095.00	\$2,002.25	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$3,000.00
OTHER								
610.6100.6113-4118	COPY REPRODUCTION	363.00	425.77	400.00	400.00	400.00	400.00	400.00
610.6100.6113-4160	PRINTING	.00	.00	200.00	200.00	200.00	200.00	200.00
610.6100.6113-4161	PUBLICATION OF NOTICES	180.00	177.84	100.00	100.00	100.00	100.00	100.00
610.6100.6113-4163	CONFERENCES	189.00	150.00	500.00	500.00	500.00	500.00	500.00
610.6100.6113-4164	TRAINING	806.00	2,100.20	700.00	700.00	3,000.00	3,000.00	3,000.00
Budget Transactions								
Level	Transaction					Number of Units	Cost Per Unit	Total Amount
BOARD REVIEW	INCREASE - MGR RWV 12-10-18					1.0000	2,300.00	2,300.00
BOARD REVIEW	ORIGINAL					1.0000	700.00	700.00
						BOARD REVIEW Totals		
610.6100.6113-4176	SOLID WASTE DISPOSAL	1,632.00	1,066.50	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
610.6100.6113-4180	REPAIRS & MAINTENANCE	51,695.00	64,366.02	46,200.00	46,200.00	58,100.00	46,200.00	46,200.00
Budget Transactions								
	Transaction					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	43,100.00	43,100.00
	GENERAL REPAIRS					1.0000	3,100.00	3,100.00
	UST TANK TIGHTNESS TEST					1.0000	11,900.00	11,900.00
	WASH BAY PLATFORM - MGR RVW 12-12-18					BOARD REVIEW Totals		
								\$58,100.00
610.6100.6113-4192	DUES/SUBSCRIPTIONS	4,591.00	4,955.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00
610.6100.6113-4199	OTHER SERVICES & CHARGES	4,416.00	4,089.82	7,400.00	7,400.00	101,100.00	57,400.00	7,400.00
Budget Transactions								
	Transaction					Number of Units	Cost Per Unit	Total Amount
	CDL'S , LICENSE PLATES AND REG					1.0000	2,400.00	2,400.00
	FUEL SYSTEM AND COMPUTER SVC					1.0000	3,000.00	3,000.00
	FUEL TANK UPGRADE-249 S VILLA					1.0000	70,000.00	70,000.00
	HOIST AND COMPRESSOR INSP/REP					1.0000	2,000.00	2,000.00
	VEHICLE SMART TAG SYSTEM - MGR RVW 12-10-18					1.0000	23,700.00	23,700.00
						BOARD REVIEW Totals		
								\$101,100.00
OTHER Totals								
		\$63,872.00	\$77,331.15	\$61,000.00	\$61,000.00	\$168,900.00	\$113,300.00	\$63,300.00
SERVICES & CHARGES Totals								
		\$100,780.00	\$114,344.54	\$93,200.00	\$93,200.00	\$204,900.00	\$149,300.00	\$99,300.00
SUPPLIES & MATERIALS								
610.6100.6113-4201	OFFICE SUPPLIES					800.00	800.00	800.00
610.6100.6113-4203	CLOTHING SUPPLIES	623.00	572.46	800.00	800.00	800.00	800.00	800.00
Budget Transactions								
	Transaction					Number of Units	Cost Per Unit	Total Amount
	4 PAIRS OF BOOTS @ \$125					1.0000	500.00	500.00
	GLOVES & SAFETY EQUIPMENT					1.0000	240.00	240.00
	INCREASE - MGR RVW 12-10-18					1.0000	900.00	900.00
	RAGS					1.0000	100.00	100.00
	T-SHIRTS					1.0000	160.00	160.00
	UNIFORMS					1.0000	1,800.00	1,800.00
	WINTERWEAR					1.0000	600.00	600.00
						BOARD REVIEW Totals		
								\$4,300.00
610.6100.6113-4204	MOTOR FUEL & LUBRICANTS	275,308.00	295,792.53	370,000.00	370,000.00	370,000.00	370,000.00	370,000.00
610.6100.6113-4209	MOTOR VEH MAT & SUPPLIES	236,807.00	169,734.04	153,200.00	153,200.00	153,200.00	153,200.00	153,200.00
610.6100.6113-4299	OTHER OPERATING SUPPLIES	49,873.00	58,153.27	27,900.00	27,900.00	27,900.00	27,900.00	27,900.00
Budget Transactions								
	Transaction					Number of Units	Cost Per Unit	Total Amount
	SHOP SUPPLIES , SAFETY EQUIPMENT , TOOL REPLACEMENT					1.0000	27,900.00	27,900.00
						BOARD REVIEW Totals		
								\$27,900.00
SUPPLIES & MATERIALS Totals								
		\$564,715.00	\$526,421.66	\$555,300.00	\$555,300.00	\$556,200.00	\$556,200.00	\$556,200.00
MISCELLANEOUS								
610.6100.6113-4850	BAD DEBT WRITE OFF EXPENSE	.00	.00	.00	.00	.00	.00	.00
MISCELLANEOUS Totals								
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

INFORMATION TECHNOLOGY

Organization Structure



* Not charged to this budget

INFORMATION TECHNOLOGY

Narrative

Description of Departmental Activities

The Information Technology Manager, who is assisted by the Systems Coordinator, Senior Network Administrator, Systems Administrator, Public Safety Administrator, and the G.I.S. Administrator provides internal computer and telephone services to all operating departments in the Village of Addison. Services provided include, but are not limited to, the management of the Village's information technology including the Village's computer network, telephone system, software and hardware maintenance, network based technologies, and coordination with outside vendors for software and hardware maintenance, upgrades, and service provisions not otherwise provided by this department.

Data Processing

Under the direction of the Village Manager, the Information Technology Manager and staff are responsible for the operation and maintenance of all computers, telephones, and networked systems installed in the Village of Addison. The primary responsibility of this unit is to maximize the technology availability and access to a stable, dependable, and secure information processing system throughout the Village. Areas of responsibility include, but are not limited to, the following:

*Systems Management and Development	*System Security
*Hardware and Software Maintenance	*Project Management
*Project Development	*Programming
*User Training Programs	*G.I.S.
*Public Safety Systems Management and Development	

FY 2019-20 Key Objectives

Strategic Priority 4: Infrastructure

1. Improve employee efficiency
 - Support Public Works Lucity implementation
 - Support Community Development CityView implementation
 - Support Finance Department New World ERP implementation
 - Increase usage of the internet as a tool
 - Foster growth of the G.I.S. system
 - Increase usage of Unified Communications
2. Improve hardware efficiency
 - Continue replacement of laptop computers
 - Continue using consolidation and virtualization to upgrade servers
 - Upgrade communications between facilities
 - Continue 20% annual desktop replacement program
 - Upgrade Addison Consolidated Dispatch Center communication systems

INFORMATION TECHNOLOGY

Narrative (Cont'd)

FY 2019-20 Key Objectives (Cont'd)

Strategic Priority 4: Infrastructure (Cont'd)

3. Improve system security
 - Continue to monitor and close security threats
 - Continue off-site backup software
 - Enforce employee Mobile Device usage policy
 - Continue VPN development and deployment
 - Continue to monitor and secure access to Village data

4. Improve service to stakeholders
 - Use Active Directory for password consolidation
 - Continue training for IT staff
 - Maintain existing service contracts
 - Complete upgrading of communications system
 - Development of department operational manual

Performance Measures

	FY 17-18 ACTUAL	FY 18-19 ESTIMATE	FY 19-20 PROJECTION
Inputs			
Direct Expenditures	\$1,783,090	\$1,702,700	\$1,599,500
Number of Employees	6	6	6
Outputs			
Workstations Administered	215	230	300
Laptops Administered	70	80	90
Printers Administered	45	70	78
Servers Administered	30	36	40
LAN/WAN Hardware Administered	36	42	54
Efficiency			
Percentage of Time Servers are Available	99.99%	99.99%	99.99%
Number of Vendor Service Calls	50	65	70
Percent Work Hours Systems Operational	99.99%	99.99%	99.99%

INFORMATION TECHNOLOGY

Personnel Summary

<u>Position Title</u>	<u>Current Authorized</u>	<u>Fiscal Year 2019-2020</u>	<u>Fiscal Year 2020-2021</u>	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2022-2023</u>
Authorized & Budgeted:					
Information Technology Manager	1.00	1.00	1.00	1.00	1.00
Systems Coordinator	1.00	1.00	1.00	1.00	1.00
Senior Network Administrator	1.00	1.00	1.00	1.00	1.00
Systems Administrator	1.00	1.00	1.00	1.00	1.00
Public Safety Systems Administrator	1.00	1.00	1.00	1.00	1.00
Part-Time Seasonal IT Tech	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	0.20	0.20	0.20	0.20	0.20
Total Budgeted:	<u>6.20</u>	<u>6.20</u>	<u>6.20</u>	<u>6.20</u>	<u>6.20</u>
Authorized & Unbudgeted:					
GIS Administrator	<u>1.00</u>				
Subtotal:	<u>1.00</u>				
Total Authorized:	<u><u>7.20</u></u>				

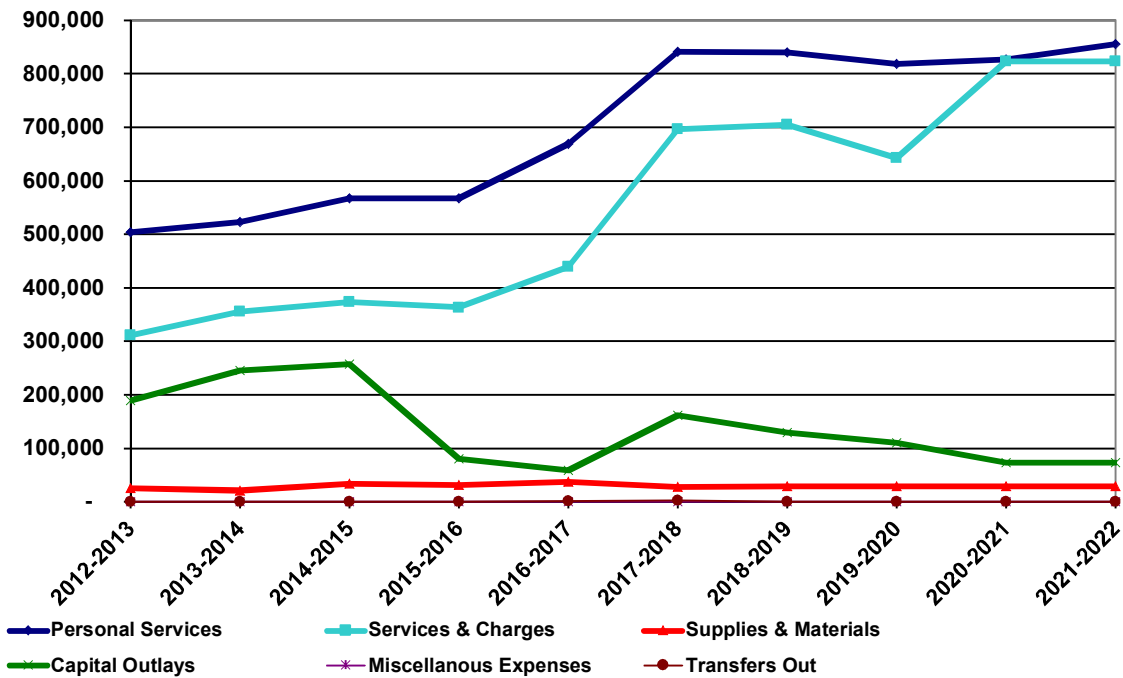
Note: Page 31 summarizes Employee Allocation Between Departments

In 2010 & 2011, the Village offered a Voluntary Separation plan to avoid layoffs. A civil engineer has taken over some of the GIS Administrator duties; in turn, the Village has allocated 20% of this position to this department. The GIS Administrator position will remain unbudgeted until funding is available.

INFORMATION TECHNOLOGY

Expenditure Summary

<u>Operating Expenditures</u>	2018-2019 Estimate	2019-2020 Budget	2020-2021 Budget	2021-2022 Budget
Personal Services	839,400	818,300	826,700	856,000
Services & Charges	704,800	642,600	823,100	823,100
Supplies & Materials	28,500	28,600	28,600	28,600
Capital Outlays	130,000	110,000	73,000	73,000
Transfers Out	0	0	0	0
Total	1,702,700	1,599,500	1,751,400	1,780,700



G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 620 - INFORMATION TECHNOLOGY								
REVENUE								
Department	9962 - INFORMATION TECHNOLOGY							
<i>MISCELLANEOUS</i>								
620.9962-3853	AUCTION/SALE FIXED ASSETS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>MISCELLANEOUS Totals</i>								
<i>TRANSFERS IN</i>								
620.9962-3901	TRANSFER FROM ADMIN	208,809.00	293,978.93	306,700.00	306,700.00	278,200.00	304,600.00	309,700.00
620.9962-3902	TRANSFER FROM FINANCE	73,489.00	103,328.18	86,000.00	86,000.00	78,000.00	85,400.00	86,900.00
620.9962-3903	TRANSFER FROM COMM REL	31,059.00	39,872.80	48,700.00	48,700.00	44,200.00	48,400.00	49,200.00
620.9962-3904	TRANSFER FROM BLD & GRNDS	16,915.00	23,866.86	20,100.00	20,100.00	18,200.00	19,900.00	20,300.00
620.9962-3905	TRANSFER FROM POLICE	460,241.00	647,530.26	516,000.00	516,000.00	473,100.00	518,100.00	526,700.00
620.9962-3906	TRANSFER FROM COMM DEVEL	90,404.00	127,100.35	103,200.00	103,200.00	101,300.00	111,000.00	112,800.00
620.9962-3907	TRANSFER FROM ELEC/FRSTRY	8,505.00	11,933.44	11,500.00	11,500.00	10,400.00	11,400.00	11,600.00
620.9962-3908	TRANSFER FROM STREET	33,926.00	47,638.99	74,500.00	74,500.00	67,600.00	74,000.00	75,300.00
620.9962-3909	TRANSFER FROM HENRY HYDE CT	62,213.00	87,417.07	71,700.00	71,700.00	65,000.00	71,200.00	72,400.00
620.9962-3911	TRANSFER FROM CON DISPATCH	42,431.00	59,572.40	289,500.00	289,500.00	301,600.00	330,200.00	335,700.00
620.9962-3950	TRANSFER FROM WATER	33,926.00	47,638.99	34,400.00	34,400.00	33,800.00	37,000.00	37,600.00
620.9962-3951	TRANSFER FROM SEWER	22,649.00	31,822.44	34,400.00	34,400.00	31,200.00	34,200.00	34,700.00
620.9962-3952	TRANSFER FROM WTR POLL ONTL	62,281.00	87,417.07	83,100.00	83,100.00	75,400.00	82,600.00	84,000.00
620.9962-3961	TRANSFER FROM FLEET SERVICE	23,281.00	31,822.43	22,900.00	22,900.00	21,500.00	23,400.00	23,800.00
		\$1,170,129.00	\$1,640,940.21	\$1,702,700.00	\$1,702,700.00	\$1,599,500.00	\$1,751,400.00	\$1,780,700.00
<i>TRANSFERS IN Totals</i>								
Department	9962 - INFORMATION TECHNOLOGY REVENUE	\$1,170,229.00	\$1,640,940.21	\$1,702,700.00	\$1,702,700.00	\$1,599,500.00	\$1,751,400.00	\$1,780,700.00

EXPENSE								
Department	9962 - INFORMATION TECHNOLOGY							
<i>PERSONNEL SVCS</i>								
<i>WAGES & SALARIES</i>								
620.9962-4001	SALARIES & WAGES (PREV SAL ADMINISTRATIVE)	439,587.00	504,013.16	534,000.00	534,000.00	564,800.00	583,900.00	603,900.00
620.9962-4002	WAGES CLERICAL	(927.00)	.00	.00	.00	.00	.00	.00
620.9962-4006	OTHER PAY	2,432.00	7,752.33	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
620.9962-4007	PART-TIME	.00	22,119.16	48,300.00	48,300.00	20,000.00	.00	.00
620.9962-4020	SICK PAY	5,878.00	10,492.33	7,000.00	7,000.00	10,000.00	10,000.00	10,000.00
		\$446,970.00	\$544,376.98	\$598,300.00	\$598,300.00	\$603,800.00	\$602,900.00	\$622,900.00
<i>WAGES & SALARIES Totals</i>								
<i>TAXES & BENEFITS</i>								
620.9962-4009	I.M.R.F.	55,465.00	71,972.64	74,900.00	74,900.00	60,400.00	62,500.00	64,600.00
620.9962-4010	SOCIAL SECURITY	32,656.00	40,932.05	45,100.00	45,100.00	43,900.00	45,500.00	47,000.00
620.9962-4012	HEALTH INSURANCE	94,256.00	110,268.46	121,100.00	121,100.00	110,200.00	115,800.00	121,500.00
620.9962-4030	OPEB EXPENSE	1,096.00	1,208.00	.00	.00	.00	.00	.00
620.9962-4035	IMRF PENSION EXPENSE	38,851.00	72,260.00	.00	.00	.00	.00	.00
		\$222,324.00	\$296,641.15	\$241,100.00	\$241,100.00	\$214,500.00	\$223,800.00	\$233,100.00
<i>TAXES & BENEFITS Totals</i>								
<i>PERSONNEL SVCS Totals</i>								
		\$669,294.00	\$841,018.13	\$839,400.00	\$839,400.00	\$818,300.00	\$826,700.00	\$856,000.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
<i>SERVICES & CHARGES</i>								
620.9962-4150	IRMA INSURANCE	6,000.00	5,900.00	5,800.00	5,800.00	6,400.00	6,400.00	6,400.00
<i>PROFESSIONAL</i>								
620.9962-4105	PROF SERV DATA PROCESSING	222,866.00	304,792.83	320,000.00	320,000.00	262,200.00	442,700.00	442,700.00
Budget Transactions								
<i>Level/</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
BOARD REVIEW	ADOBE CREATIVE SUITE LICENSING					1.0000	2,300.00	2,300.00
BOARD REVIEW	ESRI LICENSING					1.0000	22,000.00	22,000.00
BOARD REVIEW	GOOGLE SUITE					1.0000	55,000.00	55,000.00
BOARD REVIEW	IDC DATA VAULT					1.0000	5,000.00	5,000.00
BOARD REVIEW	IDC LICENSING					1.0000	63,900.00	63,900.00
BOARD REVIEW	LASERFICHE LICENSING					1.0000	24,000.00	24,000.00
BOARD REVIEW	MICROSOFT LICENSING					1.0000	58,000.00	58,000.00
BOARD REVIEW	MILESTONE LICENSING					1.0000	25,000.00	25,000.00
BOARD REVIEW	NETWORK MONITORING LICENSING					1.0000	4,000.00	4,000.00
BOARD REVIEW	PAST PERFECT LICENSING					1.0000	1,000.00	1,000.00
BOARD REVIEW	SSL CERTIFICATE					1.0000	2,000.00	2,000.00
						BOARD REVIEW Totals		
		.00	135.00	.00	.00	.00	.00	.00
620.9962-4107	PROF SERV MEDICAL							
620.9962-4110	TECH & CONSULT SERVICES	65,089.00	157,799.24	123,000.00	123,000.00	74,000.00	74,000.00	74,000.00
Budget Transactions								
<i>Level/</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
BOARD REVIEW	EXTREME/CISCO SUPPORT					1.0000	16,000.00	16,000.00
BOARD REVIEW	GIS CONSULTING					1.0000	25,000.00	25,000.00
BOARD REVIEW	IP PHONE SYSTEM SUPPORT					1.0000	8,000.00	8,000.00
BOARD REVIEW	VMWARE/FIREWALL CONSULTING					1.0000	25,000.00	25,000.00
						BOARD REVIEW Totals		
		\$287,955.00	\$462,727.07	\$443,000.00	\$443,000.00	\$336,200.00	\$516,700.00	\$516,700.00
<i>PROFESSIONAL Totals</i>								
<i>COMMUNICATIONS</i>								
620.9962-4115	COMMUNICATIONS-TELEPHONE	65,842.00	127,754.49	108,100.00	108,100.00	128,100.00	128,100.00	128,100.00
Budget Transactions								
<i>Level/</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
BOARD REVIEW	CELL PHONES -IT STAFF					1.0000	3,100.00	3,100.00
BOARD REVIEW	CIRCUITS, DATA, PHONE, INTERNET					1.0000	125,000.00	125,000.00
						BOARD REVIEW Totals		
		8,783.00	6,415.29	20,000.00	20,000.00	21,000.00	21,000.00	21,000.00
620.9962-4116	COMMUNICATIONS-PORTABLE DV							
Budget Transactions								
<i>Level/</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
BOARD REVIEW	IPADS - FIELD WORK					1.0000	15,000.00	15,000.00
BOARD REVIEW	TABLET TYPE DEVICE					1.0000	6,000.00	6,000.00
						BOARD REVIEW Totals		
		\$74,625.00	\$134,169.78	\$128,100.00	\$128,100.00	\$149,100.00	\$149,100.00	\$149,100.00
<i>COMMUNICATIONS Totals</i>								
<i>OTHER</i>								
620.9962-4118	COPY REPRODUCTION	330.00	599.40	700.00	700.00	700.00	700.00	700.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
620.9962-4163	CONFERENCES	801.00	1,218.88	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Budget Transactions								
	Transaction							Total Amount
	CONFERENCE							
	BOARD REVIEW					1,000.00	5,000.00	5,000.00
						BOARD REVIEW Totals		5,000.00
620.9962-4164	TRAINING	3,429.00	1,436.93	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00
Budget Transactions								
	Transaction							Total Amount
	TRAINING							
	BOARD REVIEW					1,000.00	16,000.00	16,000.00
						BOARD REVIEW Totals		16,000.00
620.9962-4180	REPAIRS & MAINTENANCE	64,531.00	89,168.28	105,200.00	105,200.00	128,200.00	128,200.00	128,200.00
Budget Transactions								
	Transaction							Total Amount
	EXTREME SWITCH MAINTENANCE					1,000.00	45,000.00	45,000.00
	MICROWAVE MAINTENANCE					1,000.00	20,000.00	20,000.00
	MITEL SOFTWARE MAINTENANCE					1,000.00	6,000.00	6,000.00
	NUPOINT VOICEMAIL MAINTENANCE					1,000.00	5,000.00	5,000.00
	PC REPLACEMENT PARTS					1,000.00	3,000.00	3,000.00
	PHONE SYSTEM MAINTENANCE					1,000.00	10,000.00	10,000.00
	POWER DMS MAINTENANCE					1,000.00	12,500.00	12,500.00
	PRINTER MAINTENANCE					1,000.00	6,000.00	6,000.00
	SERVER MAINTENANCE					1,000.00	16,000.00	16,000.00
	UPS MAINTENANCE					1,000.00	4,700.00	4,700.00
						BOARD REVIEW Totals		128,200.00
620.9962-4192	DUES/SUBSCRIPTIONS	1,144.00	.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Budget Transactions								
	Transaction							Total Amount
	GIS REFERENCE MATERIAL					1,000.00	200.00	200.00
	MICROSOFT REFERENCE MATERIAL					1,000.00	200.00	200.00
	MISC REFERENCE MATERIAL					1,000.00	200.00	200.00
	MITEL REFERENCE MATERIAL					1,000.00	200.00	200.00
	VMWARE REFERENCE MATERIAL					1,000.00	200.00	200.00
						BOARD REVIEW Totals		1,000.00
620.9962-4199	OTHER SERVICES & CHARGES	36.00	1,045.84	.00	.00	.00	.00	.00
	OTHER Totals	\$70,271.00	\$93,469.33	\$127,900.00	\$127,900.00	\$150,900.00	\$150,900.00	\$150,900.00
	SERVICES & CHARGES Totals	\$438,851.00	\$696,266.18	\$704,800.00	\$704,800.00	\$823,100.00	\$823,100.00	\$823,100.00
SUPPLIES & MATERIALS								
620.9962-4201	OFFICE SUPPLIES	28.00	41.30	.00	.00	.00	.00	.00
620.9962-4203	CLOTHING SUPPLIES	393.00	427.60	500.00	500.00	600.00	600.00	600.00
Budget Transactions								
	Transaction							Total Amount
	CLOTHING							
	BOARD REVIEW					1,000.00	600.00	600.00
						BOARD REVIEW Totals		600.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
620.9962-4299	OTHER OPERATING SUPPLIES	37,354.00	27,128.48	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	2,000.00	2,000.00
	BACKUP MEDIA					1.0000	5,000.00	5,000.00
	BATTERY REPLACEMENT - CHLORIDE UPS					1.0000	2,000.00	2,000.00
	DRIVES (SERVERS)					1.0000	2,000.00	2,000.00
	MISC TOOLS					1.0000	5,000.00	5,000.00
	PLOTTER INK AND PAPER					1.0000	12,000.00	12,000.00
	TONER CARTRIDGES					1.0000		
						BOARD REVIEW Totals		\$28,000.00
		\$37,775.00	\$27,597.38	\$28,500.00	\$28,500.00	\$28,600.00	\$28,600.00	\$28,600.00
SUPPLIES & MATERIALS Totals								
CAPITAL OUTLAYS								
EQUIPMENT								
620.9962-4304	EQUIPMENT-ELECTRONICS	58,810.00	162,002.31	130,000.00	130,000.00	110,000.00	73,000.00	73,000.00
Budget Transactions								
	Transaction Level					Number of Units	Cost Per Unit	Total Amount
	BOARD REVIEW					1.0000	12,000.00	12,000.00
	COPIER/RECORDS - MGR RWV 12-10-18					1.0000	8,000.00	8,000.00
	IP PHONES					1.0000	20,000.00	20,000.00
	LAPTOP REPLACEMENTS					1.0000	25,000.00	25,000.00
	REMOTE NETWORK SWITCH REPLCMNT - MGR RWV 12-10-18					1.0000	25,000.00	25,000.00
	SERVER UPGRADE					1.0000	20,000.00	20,000.00
	WORKSTATION REPLACEMENTS					1.0000		
						BOARD REVIEW Totals		\$110,000.00
		\$58,810.00	\$162,002.31	\$130,000.00	\$130,000.00	\$110,000.00	\$73,000.00	\$73,000.00
EQUIPMENT Totals								
VEHICLES								
620.9962-4303	TRUCKS	.00	.00	.00	.00	.00	.00	.00
VEHICLES Totals								
CAPITAL OUTLAYS Totals								
		\$58,810.00	\$162,002.31	\$130,000.00	\$130,000.00	\$110,000.00	\$73,000.00	\$73,000.00
TRANSFERS OUT								
	TRANSFER TO FLEET SERVICE	1,894.00	2,615.48	.00	.00	.00	.00	.00
		\$1,894.00	\$2,615.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS OUT Totals								
		\$1,206,624.00	\$1,729,499.48	\$1,702,700.00	\$1,702,700.00	\$1,599,500.00	\$1,751,400.00	\$1,780,700.00
Department	9962 - INFORMATION TECHNOLOGY	Totals						
		\$1,206,624.00	\$1,729,499.48	\$1,702,700.00	\$1,702,700.00	\$1,599,500.00	\$1,751,400.00	\$1,780,700.00
Fund 620 - INFORMATION TECHNOLOGY Totals								
		\$1,170,229.00	\$1,640,940.21	\$1,702,700.00	\$1,702,700.00	\$1,599,500.00	\$1,751,400.00	\$1,780,700.00
REVENUE TOTALS								
		\$1,206,624.00	\$1,729,499.48	\$1,702,700.00	\$1,702,700.00	\$1,599,500.00	\$1,751,400.00	\$1,780,700.00
EXPENSE TOTALS								
		\$ (36,395.00)	\$ (88,559.27)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund	620 - INFORMATION TECHNOLOGY	Totals						
		\$ 134,993.00	\$ (207,904.00)	\$ (227,667.00)	\$ (227,667.00)	\$ (227,667.00)	\$ (227,667.00)	\$ (227,667.00)
UNRESTRICTED NET POSITION, BEGINNING								
	REV OVER (UNDER) EXP	\$ (36,398.00)	\$ (19,763.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UNRESTRICTED NET POSITION, ENDING								
		\$ (207,904.00)	\$ (227,667.00)	\$ (227,667.00)	\$ (227,667.00)	\$ (227,667.00)	\$ (227,667.00)	\$ (227,667.00)



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EQUIPMENT REPLACEMENT FUND (ERF)

Narrative

This fund accounts for the pay-as-you-go purchase and replacement of Village vehicles and equipment costing in excess of \$10,000. Monies are transferred annually from individual operating funds to the ERF based on the Fleet Services' estimates of replacement cost and replacement date. This fund was established in FY 2003 with a transfer from the Water and Sewer Fund. General Fund vehicles were added in FY 2005 using partial proceeds of the \$7,500,000, 2004 General Obligation Bond. The 2004 G.O. Bond has been refunded by the 2012 G.O. Refunding Bond issue. The purpose of this fund is to smooth out annual vehicle and equipment expenses and to provide a solid funding plan for these replacements.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
REVENUE								
Department 9964 - EQUIPMENT REPLACEMENT FD								
MISCELLANEOUS								
640.9964-3853	AUCTION/SALE FIXED ASSETS	\$90,537.00	\$76,797.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
640.9964-3870	GAIN SALE OF FIXED ASSETS	(20,040.00)	(1,484.77)	.00	.00	.00	.00	.00
	<i>MISCELLANEOUS Totals</i>	\$70,497.00	\$75,313.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>INTEREST INCOME</i>								
640.9964-3510	INVESTMENT INTEREST	22,037.00	81,564.37	8,000.00	8,000.00	30,000.00	30,000.00	30,000.00
	<i>INTEREST INCOME Totals</i>	\$22,037.00	\$81,564.37	\$8,000.00	\$8,000.00	\$30,000.00	\$30,000.00	\$30,000.00
<i>TRANSFERS IN</i>								
640.9964-3903	TRANSFER FROM COMM REL	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
640.9964-3904	TRANSFER FROM BLD & GRNDS	13,000.00	26,600.04	35,000.00	35,000.00	6,000.00	21,000.00	21,000.00
640.9964-3905	TRANSFER FROM POLICE	223,000.00	224,199.96	311,000.00	311,000.00	216,100.00	157,200.00	169,700.00
640.9964-3906	TRANSFER FROM COMM DEVEL	10,300.00	15,900.00	66,300.00	66,300.00	31,200.00	21,600.00	21,600.00
640.9964-3907	TRANSFER FROM ELEC/FRSTRY	73,800.00	110,400.00	100,300.00	100,300.00	76,000.00	70,100.00	95,500.00
640.9964-3908	TRANSFER FROM STREET	245,400.00	298,400.04	237,600.00	237,600.00	335,200.00	260,200.00	216,900.00
640.9964-3950	TRANSFER FROM WATER	58,700.00	109,800.00	118,800.00	118,800.00	105,400.00	93,000.00	74,400.00
640.9964-3951	TRANSFER FROM SEWER	60,200.00	74,300.04	108,500.00	108,500.00	86,500.00	75,500.00	51,500.00
640.9964-3952	TRANSFER FROM WTR POLL CNTL	14,200.00	6,300.00	19,600.00	19,600.00	17,500.00	20,100.00	15,200.00
640.9964-3961	TRANSFER FROM FLEET SERVICE	2,100.00	.00	23,600.00	23,600.00	11,900.00	9,900.00	9,900.00
	<i>TRANSFERS IN Totals</i>	\$703,700.00	\$868,900.08	\$1,023,700.00	\$1,023,700.00	\$888,800.00	\$731,600.00	\$678,700.00
Department	9964 - EQUIPMENT REPLACEMENT FD REVENUE	\$796,234.00	\$1,025,777.49	\$1,031,700.00	\$1,031,700.00	\$918,800.00	\$761,600.00	\$708,700.00

EXPENSE								
Department 9964 - EQUIPMENT REPLACEMENT FD								
SERVICES & CHARGES								
OTHER								
640.9964-4163	CONFERENCES	.00	55.88	.00	.00	.00	.00	.00
	<i>OTHER Totals</i>	\$0.00	\$55.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>SERVICES & CHARGES Totals</i>								
		\$0.00	\$55.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>CAPITAL OUTLAYS</i>								
VEHICLES								
640.9964-4340	ERF EQUIP-ADMINISTRATION	.00	.00	.00	.00	.00	.00	.00
640.9964-4341	ERF EQUIP-FINANCE	.00	.00	.00	.00	.00	.00	.00
640.9964-4342	ERF EQUIP-COMM RELATIONS	(27,363.00)	.00	.00	.00	.00	.00	.00
640.9964-4343	ERF EQUIP-BLDG & GROUNDS	.00	.00	42,000.00	42,000.00	.00	50,000.00	.00
640.9964-4344	ERF EQUIP-POLICE	45,654.00	344,787.59	277,000.00	277,000.00	135,000.00	280,000.00	190,000.00
640.9964-4345	ERF EQUIP-COM DEVELOPMENT	31,667.00	46,486.82	44,000.00	44,000.00	100,000.00	.00	.00
640.9964-4346	ERF EQUIP-ELEC & FORESTRY	2,866.00	255,001.24	.00	.00	340,000.00	380,000.00	.00

EQUIPMENT REPLACEMENT

Budget Year 2020

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
640.9964-4347	ERF EQUIP-STREET	1,392.00	93,468.04	319,000.00	319,000.00	215,000.00	.00	280,000.00
640.9964-4350	ERF EQUIP-WATER	564.00	80,935.90	258,000.00	258,000.00	51,000.00	.00	200,000.00
640.9964-4351	ERF EQUIP-SEWER	6,011.00	66,689.00	270,000.00	270,000.00	30,000.00	150,000.00	150,000.00
640.9964-4352	ERF EQUIP-WASTEWATER	.00	.00	.00	.00	26,000.00	.00	40,000.00
640.9964-4361	ERF EQUIP-FLEET SERVICES	.00	21,227.08	26,000.00	26,000.00	.00	.00	.00
640.9964-4362	ERF EQUIP-IT	.00	.00	.00	.00	.00	.00	.00
VEHICLES Totals		\$60,791.00	\$908,595.67	\$1,236,000.00	\$1,236,000.00	\$897,000.00	\$860,000.00	\$860,000.00
CAPITAL OUTLAYS Totals		\$60,791.00	\$908,595.67	\$1,236,000.00	\$1,236,000.00	\$897,000.00	\$860,000.00	\$860,000.00
DEBT SERVICE								
INTEREST								
640.9964-4702.2004A	BOND INTEREST 2004A GO BOND	15,616.00	.00	.00	.00	.00	.00	.00
640.9964-4702.2012	BOND INTEREST 2012 REF 2004	.00	(3,578.00)	.00	.00	.00	.00	.00
INTEREST Totals		\$15,616.00	(\$3,578.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PRINCIPAL								
640.9964-4701.2012	BOND PRINCIPAL 2012 REF 2004	.00	14,105.00	.00	.00	.00	.00	.00
PRINCIPAL Totals		\$0.00	\$14,105.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEBT SERVICE Totals		\$15,616.00	\$10,527.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department	9964 - EQUIPMENT REPLACEMENT FD EXPENSE	\$76,407.00	\$919,178.55	\$1,236,000.00	\$1,236,000.00	\$897,000.00	\$860,000.00	\$860,000.00
Fund 640 - EQUIPMENT REPLACEMENT FD Totals								
REVENUE TOTALS		\$796,234.00	\$1,025,777.49	\$1,031,700.00	\$1,031,700.00	\$918,800.00	\$761,600.00	\$708,700.00
EXPENSE TOTALS		\$76,407.00	\$919,178.55	\$1,236,000.00	\$1,236,000.00	\$897,000.00	\$860,000.00	\$860,000.00
Fund	640 - EQUIPMENT REPLACEMENT FD Totals	\$719,827.00	\$106,598.94	(\$204,300.00)	(\$204,300.00)	\$21,800.00	(\$98,400.00)	(\$151,300.00)
WORKING CASH, BEGINNING								
REV OVER (UNDER) EXP		\$ 3,240,780.06	\$ 3,960,607.06	\$ 4,067,206.00	\$ 4,067,206.00	\$ 3,862,906.00	\$ 3,884,706.00	\$ 3,786,306.00
WORKING CASH, ENDING		\$719,827.00	\$106,598.94	(\$204,300.00)	(\$204,300.00)	\$21,800.00	(\$98,400.00)	(\$151,300.00)
		\$3,960,607.06	\$ 4,067,206.00	\$ 3,862,906.00	\$ 3,862,906.00	\$ 3,884,706.00	\$ 3,786,306.00	\$ 3,635,006.00

EQUIPMENT REPLACEMENT (ERF) FUND (640)

Notes

Revenues

3900 Transfers In

Transfers In are based on calculating a future replacement cost for each vehicle or piece of equipment. This amount is spread across the life of the item on a straight-line basis. Each year, credits will be made for interest earned on monies held in the fund, and credits or debits will be made for the difference between the actual replacement cost versus the estimated cost.

Expenditures

4300 Capital Outlays

GENERAL FUND REPLACEMENTS

Police	352	2015 Chevrolet Tahoe	\$60,000
Police	369	2012 Chevrolet Impala	\$35,000
Police	372	2010 Chevrolet Impala	\$40,000
Subtotal Police			\$135,000
Community Development	A-23	2008 Chevrolet Cobalt	\$25,000
Community Development	T-05	2008 Chevrolet Colorado	\$25,000
Community Development	T-10	2008 Chevrolet Colorado	\$25,000
Community Development	T-20	2010 Chevrolet Colorado	\$25,000
Subtotal Com Dev			\$100,000
Electrical & Forestry	T-14	2007 Ford F550 Service Body	\$50,000
Electrical & Forestry	T-29	2005 Int'l 45 Ft Aerial Truck	\$290,000
Subtotal E & F			\$340,000
Street	T-54	2005 International	\$215,000
Subtotal Street			\$215,000
TOTAL GENERAL FUND			\$790,000

EQUIPMENT REPLACEMENT (ERF) FUND

Notes (Cont'd)

4300 Capital Outlays (Cont'd)

WATER/SEWER REPLACEMENTS

Water	T-50	2012 Ford Transit Connect	<u>\$51,000</u>
		Subtotal Water	<u>\$51,000</u>

Sewer	T-28	2010 Chevrolet Colorado	<u>\$30,000</u>
		Subtotal Sewer	<u>\$30,000</u>

Wastewater	A-16	2008 Chevrolet Impala	<u>\$26,000</u>
		Subtotal Wastewater	<u>\$26,000</u>

TOTAL WATER/SEWER FUND	<u>\$107,000</u>

TOTAL EXPENDITURES	<u>\$897,000</u>



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DEBT SERVICE FUND

Narrative

The Village is a home-rule community and is presently not subject to debt limitations. The Village has maintained a conservative philosophy on issuance of debt to minimize the potential long-term effect on Village property taxes. We have generally relied on internal fiscal management and future planning to address capital needs. For further details on the Village's debt policies see the Capital Improvements Programs/Debt Summary section of the budget.

The Village is very proud of their bond rating which has steadily improved over the last twelve years. The Village is rated "AA+" by Fitch and "AA" by Standard & Poor's. Both rating agencies cited the steady growth in the Village's tax base, and a solid track record of financial operations, and supporting revenue raising flexibility. These higher bond ratings improve the marketability of future debt issuance and provide lower interest rate costs to the Village.

Illinois EPA Loan 1 – \$6,457,340 issued in 2015. Semi-annual installments at 1.93% simple interest. This loan was used to replace/rebuild six Sewer Lift Stations that ranged in age from 30-40 years old in addition to work at both the Addison North and Addison South AJ La Rocca Wastewater Treatment Plant. This was transferred to the Water and Sewer Debt Service Fund in FY 2019.

Series 2006 A - \$3,075,000 General Obligation (GO) Refunding Bond. This bond refunded the 2005 issue and is paid with part of the .25% Sales Tax Increment that was established to fund the 1995 issue that the 1997 and 2005 issues partially refunded. This was refunded with the 2016 B General Obligation Refunding Bond. The final payment on the original 2006A Series Bond was made in FY 2017.

Series 2006 C - \$6,900,000 GO Bond. This issue is for the construction of a new Library. This bond will be paid with part of the .25% Sales Tax Increment that is available now that the 1995 and 1997 issues have been refunded and restructured. This was partially refunded in 2015. The final payment on the original 2006C Series Bond was made in FY 2018.

Series 2007 - \$6,100,000 General Obligation Bonds. This issue is for the construction of a new Library. This bond will be paid with part of the .25% Sales Tax Increment that is available now that the 1995 and 1997 issues have been refunded and restructured. This was refunded in 2015. The final payment on the original 2007 Series Bond was made in FY 2017.

Series 2008 - \$6,015,000 General Obligation Refunding Bonds. This issue is to refund the remaining portion of the 1998 General Obligation Bond which was used to construct a new Village Hall. This bond will be paid with part of the .25% Sales Tax Increment that was established to fund the 1998 issue.

Series 2010 - \$3,500,000 Taxable General Obligation Bonds. This issue is for the purchase and renovation of the old Driscoll High School property. This bond will be paid by property taxes.

DEBT SERVICE FUND

Narrative (Cont'd)

Series 2011 - \$2,835,000 General Obligation Refunding Bonds. This issue is to refund the remaining portion of the 2002 General Obligation Refunding Bond. This bond is paid for with part of the .25% Sales Tax Increment. The final payment on the original 2011 Series Bond was made in FY 2018.

Series 2012 - \$3,985,000 General Obligation Refunding Bonds. This issue is to refund the remaining portion of the 2004 General Obligation Bond. This bond will be paid by property taxes. The Water and Sewer portion of this bond, 32%, was transferred to the Water and Sewer Debt Service Fund in FY 2019.

Series 2015 - \$8,995,000 General Obligation Refunding Bonds. This issue is to refund a portion of the 2006 C and 2007 General Obligation Bonds. This bond will be paid with part of the .25% Sales Tax Increment.

Illinois EPA Loan 2 – \$1,641,892 issued in 2015. Semi-annual installments at 2.21% simple interest. This loan was used to continue work at various water treatment facilities. This was transferred to the Water and Sewer Debt Service Fund in FY 2019.

Series 2016 A - \$9,525,000 General Obligation Bonds. This issue is for the construction of the new Addison Consolidated Dispatch Center. This bond will be paid with part of the .25% Sales Tax Increment.

Series 2016 B - \$2,130,000 General Obligation Refunding Bonds. This issue is to refund a portion of the 2006 A General Obligation Bonds. This bond will be paid with part of the .25% Sales Tax Increment.

Series 2017 - \$5,400,000 General Obligation Bonds. This issue is for the construction of the new Addison Consolidated Dispatch Center and other capital projects including water/sewer fund infrastructure. This bond will be paid with part of the .25% Sales Tax Increment. The Water and Sewer portion of this bond, 54%, was transferred to the Water and Sewer Debt Service Fund in FY 2019.

Series 2017 A - \$2,470,000 General Obligation Refunding Bonds. This issue is to refund a portion of the 2010 General Obligation Bonds. This bond will be paid by property taxes.

Debt Schedules

Schedules of the outstanding principal and interest for each bond issue and the IEPA loan are presented after the Debt Service Funds revenue and expenditure budget.

G/L Account	Account Description	2016-17	2017-18	2018-19	2018-19	2019-20	2020-21	2021-22
Fund	920 - DEBT SERVICE FUND	ACTUAL	ACTUAL	BUDGET	EST ACT	BUDGET	BUDGET	BUDGET
REVENUE								
Department	9992 - DEBT SERVICE							
<i>TAXES</i>								
920.9992-3001	PROPERTY TAX-CURRENT	\$911,182.00	\$906,473.53	\$883,300.00	\$891,000.00	\$880,500.00	\$252,500.00	\$258,900.00
920.9992-3005	REPLACEMENT TAX	56,884.00	46,366.41	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
920.9992-3031	SALES TAX INCREMENT	1,847,338.00	1,921,378.37	2,007,200.00	2,007,200.00	2,067,400.00	2,129,400.00	2,193,300.00
	<i>TAXES Totals</i>	\$2,815,404.00	\$2,874,218.31	\$2,940,500.00	\$2,948,200.00	\$2,997,900.00	\$2,431,900.00	\$2,502,200.00
<i>DEBT</i>								
920.9992-3710	BOND PROCEEDS	2,130,000.00	2,470,000.00	.00	.00	.00	.00	.00
920.9992-3711	PREM/DISCNT ON BONDS	89,282.00	.00	.00	.00	.00	.00	.00
920.9992-3715	PAYMENT TO ESCROW AGENT	.00	(2,391,128.75)	.00	.00	.00	.00	.00
	<i>DEBT Totals</i>	\$2,219,282.00	\$78,871.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>INTEREST INCOME</i>								
920.9992-3510	INVESTMENT INTEREST	9,754.00	44,055.80	1,000.00	37,000.00	1,000.00	1,000.00	1,000.00
	<i>INTEREST INCOME Totals</i>	\$9,754.00	\$44,055.80	\$1,000.00	\$37,000.00	\$1,000.00	\$1,000.00	\$1,000.00
<i>TRANSFERS IN</i>								
920.9992-3914	TRANSFER IN FOR ACDC BOND	.00	.00	.00	.00	.00	.00	.00
920.9992-3916	TRANSFER IN FOR ACDC BOND	.00	.00	.00	.00	.00	.00	.00
920.9992-3940	TRANSFER FROM CAPITAL PROJECT FUND	75,000.00	.00	.00	.00	.00	.00	.00
920.9992-3944	TRANSFER FROM PUBLIC BLDG FUND	1,300,000.00	1,299,999.96	1,300,000.00	1,300,000.00	1,200,000.00	1,300,000.00	1,300,000.00
	<i>TRANSFERS IN Totals</i>	\$1,375,000.00	\$1,299,999.96	\$1,300,000.00	\$1,300,000.00	\$1,200,000.00	\$1,300,000.00	\$1,300,000.00
Department	9992 - DEBT SERVICE REVENUE	\$6,419,440.00	\$4,297,145.32	\$4,241,500.00	\$4,285,200.00	\$4,198,900.00	\$3,732,900.00	\$3,803,200.00
EXPENSE								
Department	9992 - DEBT SERVICE							
<i>MISCELLANEOUS</i>								
920.9992-4885	COST OF ISSUANCE-BONDS	71,192.00	78,871.25	.00	.00	.00	.00	.00
	<i>MISCELLANEOUS Totals</i>	\$71,192.00	\$78,871.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>DEBT SERVICE FISCAL FEES</i>								
920.9992-4707	FISCAL AGENT FEES	3,218.00	2,127.94	10,000.00	3,300.00	10,000.00	10,000.00	10,000.00
	<i>FISCAL FEES Totals</i>	\$3,218.00	\$2,127.94	\$10,000.00	\$3,300.00	\$10,000.00	\$10,000.00	\$10,000.00
<i>INTEREST</i>								
920.9992-4702	BOND INTEREST	.00	475.00	.00	.00	.00	.00	.00
920.9992-4702.2006A	BOND INTEREST 2006A GO REF 2005	96,888.00	.00	.00	.00	.00	.00	.00
920.9992-4702.2006C	BOND INTEREST 2006C LIBRARY	29,645.00	15,400.00	.00	.00	.00	.00	.00
920.9992-4702.2007	BOND INTEREST 2007 GO LIBRARY	12,788.00	.00	.00	.00	.00	.00	.00
920.9992-4702.2008	BOND INTEREST 2008 REF	178,050.00	162,650.00	145,250.00	145,250.00	99,200.00	50,500.00	.00
920.9992-4702.2010	BOND INTEREST 2010 GO	129,655.00	69,816.25	9,800.00	9,845.00	5,300.00	.00	.00
920.9992-4702.2011	BOND INTEREST 2011 REF 2002	37,600.00	18,800.00	.00	.00	.00	.00	.00
920.9992-4702.2012	BOND INTEREST 2012 REF 2004	25,071.00	18,455.00	20,682.78	20,683.00	8,364.00	.00	.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
920.9992-4702.2015	BOND INTEREST 2015 REF 2006C 2007	324,341.00	312,200.00	305,400.00	305,400.00	290,000.00	266,000.00	240,650.00
920.9992-4702.2016A	BOND INTEREST 2016A ACDC	.00	293,259.77	253,799.50	253,800.00	253,800.00	253,800.00	253,783.00
920.9992-4702.2016B	BOND INTEREST 2016B REF 2006A	.00	58,500.00	50,300.00	50,300.00	46,500.00	42,500.00	38,400.00
920.9992-4702.2017	BOND INTEREST 2017 ACDC/WATER SEWER	.00	81,183.18	85,706.25	85,706.00	77,478.00	69,251.00	61,023.00
920.9992-4702.2017A	BOND INTEREST 2017A GO REF 2010	.00	33,831.72	73,150.00	73,150.00	72,900.00	72,500.00	68,910.00
920.9992-4702.IEPA1	BOND INTEREST IEPA LOAN 1	.00	.00	(44.86)	.00	.00	.00	.00
920.9992-4702.IEPA2	BOND INTEREST IEPA LOAN 2	.00	.00	(4,815.22)	.00	.00	.00	.00
INTEREST Totals		\$834,038.00	\$1,064,570.92	\$939,228.45	\$944,134.00	\$853,542.00	\$754,551.00	\$662,766.00
PRINCIPAL								
920.9992-4701.2006A	BOND PRINCIPAL 2006A GO REF 2005	2,310,000.00	.00	.00	.00	.00	.00	.00
920.9992-4701.2006C	BOND PRINCIPAL 2006C LIBRARY	370,000.00	400,000.00	.00	.00	.00	.00	.00
920.9992-4701.2007	BOND PRINCIPAL 2007 GO LIBRARY	330,000.00	.00	.00	.00	.00	.00	.00
920.9992-4701.2008	BOND PRINCIPAL 2008 REF	385,000.00	435,000.00	920,000.00	920,000.00	975,000.00	1,010,000.00	.00
920.9992-4701.2010	BOND PRINCIPAL 2010 GO	140,000.00	145,000.00	150,000.00	150,000.00	155,000.00	.00	.00
920.9992-4701.2011	BOND PRINCIPAL 2011 REF 2002	470,000.00	470,000.00	.00	.00	.00	.00	.00
920.9992-4701.2012	BOND PRINCIPAL 2012 REF 2004	220,544.00	224,412.00	409,560.00	409,560.00	419,789.00	.00	.00
920.9992-4701.2015	BOND PRINCIPAL 2015 REF 2006C 2007	.00	340,000.00	770,000.00	770,000.00	800,000.00	845,000.00	895,000.00
920.9992-4701.2016A	BOND PRINCIPAL 2016A ACDC	.00	.00	.00	.00	.00	.00	345,000.00
920.9992-4701.2016B	BOND PRINCIPAL 2016B REF 2006A	.00	185,000.00	190,000.00	190,000.00	200,000.00	205,000.00	210,000.00
920.9992-4701.2017	BOND PRINCIPAL 2017 ACDC/WATER SEWER	.00	.00	274,223.00	274,223.00	274,260.00	274,260.00	137,130.00
920.9992-4701.2017A	BOND PRINCIPAL 2017A GO REF 2010	.00	20,000.00	20,000.00	20,000.00	20,000.00	180,000.00	190,000.00
920.9992-4701.IEPA1	BOND PRINCIPAL IEPA LOAN 1	.00	.00	37.14	.00	.00	.00	.00
920.9992-4701.IEPA2	BOND PRINCIPAL IEPA LOAN 2	.00	.00	(10,295.36)	.00	.00	.00	.00
PRINCIPAL Totals		\$4,225,544.00	\$2,219,412.00	\$2,723,524.78	\$2,733,783.00	\$2,844,049.00	\$2,514,260.00	\$1,777,130.00
DEBT SERVICE Totals		\$5,062,800.00	\$3,286,110.86	\$3,672,753.23	\$3,681,217.00	\$3,707,591.00	\$3,278,811.00	\$2,449,896.00
TRANSFERS OUT								
920.9992-4944	TRANSFER TO PUBLIC BLDG FD	.00	.00	575,000.00	575,000.00	200,000.00	.00	.00
920.9992-4947	TRANSFER TO TIF #3	.00	200,000.04	.00	.00	.00	.00	.00
920.9992-4950	TRANSFER TO WATER & SEWER	333,333.00	.00	1,487,106.00	1,487,107.00	.00	.00	.00
920.9992-4951	TRANSFER TO WATER SEWER DEBT SERVICE	.00	.00	1,137,746.27	1,137,746.00	927,009.00	718,089.00	745,555.00
TRANSFERS OUT Totals		\$333,333.00	\$200,000.04	\$3,199,852.27	\$3,199,853.00	\$1,127,009.00	\$718,089.00	\$745,555.00
Department 9992 - DEBT SERVICE EXPENSE		\$5,467,325.00	\$3,564,982.15	\$6,872,605.50	\$6,881,070.00	\$4,834,600.00	\$3,996,900.00	\$3,195,451.00
Fund 920 - DEBT SERVICE FUND Totals								
REVENUE TOTALS		\$6,419,440.00	\$4,297,145.32	\$4,241,500.00	\$4,285,200.00	\$4,198,900.00	\$3,732,900.00	\$3,803,200.00
EXPENSE TOTALS		\$5,467,325.00	\$3,564,982.15	\$6,872,605.50	\$6,881,070.00	\$4,834,600.00	\$3,996,900.00	\$3,195,451.00
Fund 920 - DEBT SERVICE FUND Totals		\$952,115.00	\$732,163.17	(\$2,631,105.50)	(\$2,595,870.00)	(\$635,700.00)	(\$264,000.00)	\$607,749.00
FUND BALANCE, BEGINNING								
REV OVER (UNDER) EXP		\$ 4,208,856.00	\$ 4,276,780.00	\$ 4,032,683.00	\$ 4,032,683.00	\$1,436,813.00	\$ 801,113.00	\$ 537,113.00
FUND BALANCE, ENDING		\$ 67,924.00	\$ (244,097.00)	\$ (2,275,707.00)	(\$2,595,870.00)	\$ (635,700.00)	\$ (264,000.00)	\$ 607,749.00
		\$ 4,276,780.00	\$ 4,032,683.00	\$ 1,756,976.00	\$ 1,436,813.00	\$ 801,113.00	\$ 537,113.00	\$ 1,144,862.00

DEBT SERVICE FUND (920)

DEBT SERVICE TO MATURITY

Fiscal year Ending April 30,	GENERAL OBLIGATION BONDS *			ILLINOIS EPA LOAN 1 & 2		
	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
2020	3,365,000	949,473	4,314,473	369,514	140,604	510,118
2021	2,840,000	836,793	3,676,793	376,916	133,202	510,118
2022	1,940,000	735,243	2,675,243	384,467	125,651	510,118
2023	2,010,000	684,113	2,694,113	392,170	117,949	510,118
2024	2,100,000	619,013	2,719,013	400,027	110,091	510,118
2025	2,185,000	548,780	2,733,780	408,043	102,076	510,118
2026	2,275,000	475,138	2,750,138	416,219	93,899	510,118
2027	2,365,000	397,878	2,762,878	424,560	85,558	510,118
2028	950,000	315,110	1,265,110	433,069	77,049	510,118
2029	980,000	285,955	1,265,955	441,749	68,369	510,118
2030	1,010,000	255,335	1,265,335	450,603	59,515	510,118
2031	1,040,000	222,960	1,262,960	459,636	50,482	510,118
2032	800,000	188,700	988,700	468,850	41,268	510,118
2033	820,000	161,700	981,700	478,250	31,869	510,118
2034	845,000	134,100	979,100	487,839	22,280	510,118
2035	865,000	108,750	973,750	497,620	12,498	510,118
2036	890,000	82,800	972,800	252,540	2,519	255,059
2037	920,000	56,100	976,100	0	0	0
2038	950,000	28,500	978,500	0	0	0
BALANCE	29,150,000	7,086,438	36,236,438	0	7,142,072	1,274,880
						8,416,952

* GENERAL OBLIGATION BOND DEBT ISSUE PAYMENT SCHEDULES

\$6.015 M 2008 G.O. REFUNDING BOND (1998 BOND)

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2019-20	975,000	99,250	1,074,250
FY 2020-21	1,010,000	50,500	1,060,500
BALANCE	1,985,000	149,750	2,134,750

\$8.995 M 2015 G.O. BOND (2006C & 2007 partial)

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2019-20	800,000	290,000	1,090,000
FY 2020-21	845,000	266,000	1,111,000
FY 2021-22	895,000	240,650	1,135,650
FY 2022-23	945,000	213,800	1,158,800
FY 2023-24	1,010,000	176,000	1,186,000
FY 2024-25	1,070,000	135,600	1,205,600
FY 2025-26	1,130,000	92,800	1,222,800
FY 2026-27	1,190,000	47,600	1,237,600
BALANCE	7,885,000	1,462,450	9,347,450

\$3.5 M 2010 G.O. BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2019-20	155,000	5,270	160,270
BALANCE	155,000	5,270	160,270

\$3.985 M 2012 G.O. REFUNDING (2004) BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2019-20	615,000	12,300	627,300
BALANCE	615,000	12,300	627,300

DEBT SERVICE FUND (920)

(Cont'd)

* GENERAL OBLIGATION BOND DEBT ISSUE PAYMENT SCHEDULES

\$9,525 M 2016 A G.O. BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2019-20	0	253,783	253,783
FY 2020-21	0	253,783	253,783
FY 2021-22	345,000	253,783	598,783
FY 2022-23	355,000	246,883	601,883
FY 2023-24	365,000	239,783	604,783
FY 2024-25	380,000	232,483	612,483
FY 2025-26	390,000	224,883	614,883
FY 2026-27	405,000	217,083	622,083
FY 2027-28	420,000	208,578	628,578
FY 2028-29	440,000	199,128	639,128
FY 2029-30	460,000	188,788	648,788
FY 2030-31	475,000	177,288	652,288
FY 2031-32	500,000	164,700	664,700
FY 2032-33	520,000	149,700	669,700
FY 2033-34	845,000	134,100	979,100
FY 2034-35	865,000	108,750	973,750
FY 2034-36	890,000	82,800	972,800
FY 2035-37	920,000	56,100	976,100
FY 2027-38	950,000	28,500	978,500
BALANCE	9,525,000	3,420,890	12,945,890

\$2,130,000 2016 B Refunding (2006 A)

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2019-20	200,000	46,500	246,500
FY 2020-21	205,000	42,500	247,500
FY 2021-22	210,000	38,400	248,400
FY 2022-23	210,000	34,200	244,200
FY 2023-24	220,000	27,900	247,900
FY 2024-25	230,000	21,300	251,300
FY 2025-26	235,000	14,400	249,400
FY 2026-27	245,000	7,350	252,350
BALANCE	1,755,000	232,550	1,987,550

\$5,400,000 2017 G.O. BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2019-20	600,000	169,500	769,500
FY 2020-21	600,000	151,500	751,500
FY 2021-22	300,000	133,500	433,500
FY 2022-23	300,000	124,500	424,500
FY 2023-24	300,000	115,500	415,500
FY 2024-25	300,000	105,000	405,000
FY 2025-26	300,000	94,500	394,500
FY 2026-27	300,000	84,000	384,000
FY 2027-28	300,000	72,000	372,000
FY 2028-29	300,000	60,000	360,000
FY 2029-30	300,000	48,000	348,000
FY 2030-31	300,000	36,000	336,000
FY 2031-32	300,000	24,000	324,000
FY 2032-33	300,000	12,000	312,000
BALANCE	4,800,000	1,230,000	6,030,000

\$2,470,000 2017A G.O. BOND (2010)

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2019-20	20,000	72,870	92,870
FY 2020-21	180,000	72,510	252,510
FY 2021-22	190,000	68,910	258,910
FY 2022-23	200,000	64,730	264,730
FY 2023-24	205,000	59,830	264,830
FY 2024-25	205,000	54,398	259,398
FY 2025-26	220,000	48,555	268,555
FY 2026-27	225,000	41,845	266,845
FY 2027-28	230,000	34,533	264,533
FY 2028-29	240,000	26,828	266,828
FY 2029-30	250,000	18,548	268,548
FY 2030-31	265,000	9,673	274,673
BALANCE	2,430,000	573,228	3,003,228

CAPITAL FUNDS

Narrative

(400) Capital Projects Fund

The Capital Projects Fund was established to ensure that the Village infrastructure is maintained or replaced to meet an acceptable level and to account for the acquisition, construction or replacement of fixed assets of governmental funds, with fund revenues coming from transfers from the General Fund.

(410) ACDC Building Fund

The ACDC Building Fund was established with the proceeds from the 2016 A and partial proceeds from the 2017 G.O. bond issues to account for the construction of the new ACDC Building.

(420) Redevelopment Fund

The Redevelopment Fund was established with the proceeds from the 1995 G.O. bond issue to account for redevelopment projects throughout the Village.

(440) Public Building Fund

A capital projects fund established with the proceeds from the 1996 G.O. bond issue and the 1998 G.O. bond, to account for the construction of a new Public Works facility, the construction/renovation of the Village Hall facility and capital improvements of other Village facilities. Proceeds from a .25% Home Rule Sales Tax Increment provides the funding for the Public Building Fund.

(460) TIF #2 Fund

The TIF #2 Fund was established in 1994 to pay for infrastructure and housing improvements within Tax Increment Financing District (TIF) #2, known as the Michael Lane redevelopment area. This TIF District expired in October, 2017.

(470) TIF #3 Fund

The TIF #3 Fund was established in FY 2007 to pay for infrastructure and development improvements within Tax Increment Financing District (TIF) #3, known as the Town Center redevelopment area. The General Fund advanced monies for the purchase of property to be sold at a later date. Both the General and Redevelopment Funds advanced funds to cover expenses in TIF #3 as needed.

Note: Due to the timing and nature of these funds, a five-year budget presentation is shown.



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Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund	400 - CAPITAL PROJECTS FUND							
REVENUE								
Department	9940 - CAPITAL PROJECTS							
GRANTS								
400.9940-3410	GRANTS-FEDERAL	\$491,646.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400.9940-3430	GRANTS-LOCAL	.00	156,060.35	.00	.00	.00	.00	.00
	GRANTS Totals	\$491,646.00	\$156,060.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REIMBURSEMENT								
INSURANCE								
400.9940-3868	IRMA COMP LOSS-NOISE WALL	71,075.00	.00	50,000.00	.00	.00	.00	.00
	INSURANCE Totals	\$71,075.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
REIMBURSEMENT Totals		\$71,075.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST INCOME								
400.9940-3510	INVESTMENT INTEREST	4,410.00	3,150.86	.00	.00	.00	.00	.00
	INTEREST INCOME Totals	\$4,410.00	\$3,150.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS IN								
400.9940-3944	TRANSFER FROM PUBLIC BLDG FUND	.00	.00	100,000.00	100,000.00	.00	.00	.00
	TRANSFERS IN Totals	\$0.00	\$0.00	\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00
Department	9940 - CAPITAL PROJECTS REVENUES	\$567,131.00	\$159,211.21	\$150,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00
EXPENSE								
Department	9940 - CAPITAL PROJECTS							
SERVICES & CHARGES								
PROFESSIONAL								
400.9940-4110	TECH & CONSULT SERVICES	595.00	.00	.00	.00	.00	.00	.00
	PROFESSIONAL Totals	\$595.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER								
400.9940-4123	REAL ESTATE TAXES	222.00	1,474.65	5,200.00	.00	.00	.00	.00
400.9940-4161	PUBLICATION OF NOTICES	343.00	.00	.00	.00	.00	.00	.00
	OTHER Totals	\$565.00	\$1,474.65	\$5,200.00	\$0.00	\$0.00	\$0.00	\$0.00
SERVICES & CHARGES Totals		\$1,160.00	\$1,474.65	\$5,200.00	\$0.00	\$0.00	\$0.00	\$0.00
MISCELLANEOUS								
400.9940-4850	BAD DEBT WRITE OFF EXPENSE	.00	.00	.00	.00	.00	.00	.00
	MISCELLANEOUS Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAYS								
LAND								
400.9940-4306	LAND	.00	.00	220,000.00	41,000.00	.00	.00	.00
	LAND Totals	\$0.00	\$0.00	\$220,000.00	\$41,000.00	\$0.00	\$0.00	\$0.00
CAPITAL PROJECTS								
400.9940-4475	NOISE WALLS	73,657.00	15,524.46	50,000.00	11,700.00	.00	.00	.00
400.9940-4572	2008 FLOOD BUYOUTS	498,030.00	15,231.00	.00	.00	.00	.00	.00
400.9940-4577	VILLAGE CONTRIB BUY OUTS	.00	337,268.73	20,000.00	15,300.00	.00	.00	.00
400.9940-4584	2010 FLOOD BUYOUTS	1,800.00	.00	.00	.00	.00	.00	.00
	CAPITAL PROJECTS Totals	\$573,487.00	\$368,024.19	\$70,000.00	\$27,000.00	\$0.00	\$0.00	\$0.00

Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
TRANSFERS OUT								
400.9940-4992	TRANSFER TO DEBT SERVICE	75,000.00	.00	.00	.00	.00	.00	.00
TRANSFERS OUT Totals		\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 9940 - CAPITAL PROJECTS EXPENSES								
Fund 400 - CAPITAL PROJECTS FUND Totals								
REVENUE TOTALS		\$567,131.00	\$159,211.21	\$150,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00
EXPENSE TOTALS		\$649,647.00	\$369,498.84	\$295,200.00	\$68,000.00	\$0.00	\$0.00	\$0.00
Fund 400 - CAPITAL PROJECTS FUND Totals		(\$82,516.00)	(\$210,287.63)	(\$145,200.00)	\$32,000.00	\$0.00	\$0.00	\$0.00
FUND BALANCE, BEGINNING								
REV OVER (UNDER) EXP		\$ 282,205.00	\$ 199,689.00	\$ (10,598.63)	\$ (10,598.63)	\$ 21,401.37	\$ 21,401.37	\$ 21,401.37
FUND BALANCE, ENDING		\$ (82,516.00)	\$ (210,287.63)	\$ (145,200.00)	\$ 32,000.00	\$ -	\$ -	\$ -
		\$ 199,689.00	\$ (10,598.63)	\$ (155,798.63)	\$ 21,401.37	\$ 21,401.37	\$ 21,401.37	\$ 21,401.37

Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 410 - ACDC BUILDING FUND								
REVENUE								
Department 9941 - ACDC BUILDING FUND								
<i>GRANTS</i>								
410.9941-3445	GRANTS-ETSB (COUNTY)	\$0.00	\$1,200,000.00	\$500,000.00	\$1,006,000.00	\$200,000.00	\$0.00	\$0.00
		\$0.00	\$1,200,000.00	\$500,000.00	\$1,006,000.00	\$200,000.00	\$0.00	\$0.00
<i>MISCELLANEOUS</i>								
410.9941-3899	MISCELLANEOUS REVENUES	565,000.00	600,000.00	.00	.00	.00	.00	.00
		\$565,000.00	\$600,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>DEBT</i>								
410.9941-3710	BOND PROCEEDS	11,993,303.00	.00	.00	.00	.00	.00	.00
410.9941-3711	PREM/DISCNT ON BONDS	238,003.00	.00	.00	.00	.00	.00	.00
410.9941-3715	PAYMENT TO ESCROW AGENT	(148,759.00)	.00	.00	.00	.00	.00	.00
		\$12,082,547.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>INTEREST INCOME</i>								
410.9941-3510	INVESTMENT INTEREST	78.00	30,436.08	.00	.00	.00	.00	.00
410.9941-3530	INVEST INCOME-BOND PROCD	27,127.00	.00	.00	.00	.00	.00	.00
		\$27,205.00	\$30,436.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>TRANSFERS IN</i>								
410.9941-3944	TRANSFER FROM PUBLIC BLDG FUND	.00	.00	.00	.00	200,000.00	327,000.00	.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00	\$327,000.00	\$0.00
		\$12,674,752.00	\$1,830,436.08	\$500,000.00	\$1,006,000.00	\$400,000.00	\$327,000.00	\$0.00
Department 9941 - ACDC BUILDING FUND REVENUES								
EXPENSE								
Department 9941 - ACDC BUILDING FUND								
<i>SERVICES & CHARGES</i>								
<i>PROFESSIONAL</i>								
410.9941-4105	PROF SERV DATA PROCESSING	.00	118,056.04	.00	.00	.00	.00	.00
		\$0.00	\$118,056.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>COMMUNICATIONS</i>								
410.9941-4115	COMMUNICATIONS-TELEPHONE	.00	69.95	.00	.00	.00	.00	.00
		\$0.00	\$69.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>UTILITIES</i>								
410.9941-4170	PUBLIC UTIL GAS-HEAT	.00	328.95	.00	.00	.00	.00	.00
		\$0.00	\$328.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>OTHER</i>								
410.9941-4161	PUBLICATION OF NOTICES	168.00	.00	.00	.00	.00	.00	.00
410.9941-4199	OTHER SERVICES & CHARGES	.00	5,000.00	.00	.00	.00	.00	.00
		\$168.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$168.00	\$123,454.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>SERVICES & CHARGES Totals</i>								
<i>MISCELLANEOUS</i>								
410.9941-4885	COST OF ISSUANCE-BONDS	125,574.00	.00	.00	.00	.00	.00	.00
		\$125,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
<i>CAPITAL OUTLAYS</i>								
<i>EQUIPMENT</i>								
410.9941-4301	OFFICE EQUIP/FURNITURE	83,968.00	552,328.37	.00	.00	.00	.00	.00
410.9941-4304	EQUIPMENT-ELECTRONICS	77,262.00	2,009,074.61	12,800.00	9,998.00	.00	.00	.00
	<i>EQUIPMENT Totals</i>	\$161,230.00	\$2,561,402.98	\$12,800.00	\$9,998.00	\$0.00	\$0.00	\$0.00
<i>CAPITAL OUTLAYS Totals</i>								
		\$161,230.00	\$2,561,402.98	\$12,800.00	\$9,998.00	\$0.00	\$0.00	\$0.00
<i>CAPITAL PROJECTS</i>								
410.9941-4601	ACDC FACILITY	4,791,242.00	7,665,301.52	.00	799,471.00	.00	.00	.00
410.9941-4602	ACDC TOWER & RELATED ITEMS	.00	.00	.00	.00	.00	.00	.00
	<i>CAPITAL PROJECTS Totals</i>	\$4,791,242.00	\$7,665,301.52	\$0.00	\$799,471.00	\$0.00	\$0.00	\$0.00
<i>DEBT SERVICE</i>								
<i>INTEREST</i>								
410.9941-4702.2016A	BOND INTEREST 2016A ACDC	.00	(124,241.85)	.00	.00	.00	.00	.00
410.9941-4702.2017	BOND INTEREST 2017 ACDC	153,385.00	(29,143.15)	.00	.00	.00	.00	.00
	<i>INTEREST Totals</i>	\$153,385.00	(\$153,385.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>DEBT SERVICE Totals</i>	\$153,385.00	(\$153,385.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department	9941 - ACDC BUILDING FUND EXPENSES	\$5,231,599.00	\$10,196,774.44	\$12,800.00	\$809,469.00	\$0.00	\$0.00	\$0.00
Fund 410 - ACDC BUILDING FUND Totals								
	REVENUE TOTALS	\$12,674,752.00	\$1,830,436.08	\$500,000.00	\$1,006,000.00	\$400,000.00	\$327,000.00	\$0.00
	EXPENSE TOTALS	\$5,231,599.00	\$10,196,774.44	\$12,800.00	\$809,469.00	\$0.00	\$0.00	\$0.00
Fund	410 - ACDC BUILDING FUND Totals	\$7,443,153.00	(\$8,366,338.36)	\$487,200.00	\$196,531.00	\$400,000.00	\$327,000.00	\$0.00
FUND BALANCE, BEGINNING								
		\$ -	\$ 7,443,153.00	\$ (923,185.36)	\$ (923,185.36)	\$ (726,654.36)	\$ (326,654.36)	\$ 345.64
REV OVER (UNDER) EXP								
		\$ 7,443,153.00	\$ (8,366,338.36)	\$ 487,200.00	\$ 196,531.00	\$ 400,000.00	\$ 327,000.00	\$ -
FUND BALANCE, ENDING								
		\$ 7,443,153.00	\$ (923,185.36)	\$ (435,985.36)	\$ (726,654.36)	\$ (326,654.36)	\$ 345.64	\$ 345.64

ACDC BUILDING FUND (410)

Notes

Revenues

3445 Grants - ETSB (County)

The ETSB has pledged to reimburse the Village of Addison for costs pertaining to microwave infrastructure.



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G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 440 - PUBLIC BUILDING FUND								
REVENUE								
Department 9944 - PUBLIC BUILDING FUND								
TAXES								
440.9944-3031	SALES TAX INCREMENT	\$1,847,338.00	\$1,921,378.35	\$2,007,200.00	\$2,007,200.00	\$2,067,400.00	\$2,129,400.00	\$2,193,300.00
TAXES Totals		\$1,847,338.00	\$1,921,378.35	\$2,007,200.00	\$2,007,200.00	\$2,067,400.00	\$2,129,400.00	\$2,193,300.00
INTEREST INCOME								
440.9944-3510	INVESTMENT INTEREST	595.00	1,697.66	.00	.00	.00	.00	.00
INTEREST INCOME Totals		\$595.00	\$1,697.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS IN								
440.9944-3942	TRANSFER FROM REDEVELOPMT	13,890.00	.00	.00	.00	.00	.00	.00
440.9944-3992	TRANSFER FROM DEBT SVC	.00	.00	575,000.00	575,000.00	200,000.00	.00	.00
TRANSFERS IN Totals		\$13,890.00	\$0.00	\$575,000.00	\$575,000.00	\$0.00	\$0.00	\$0.00
Department 9944 - PUBLIC BUILDING FUND REVENUES		\$1,861,823.00	\$1,923,076.01	\$2,582,200.00	\$2,582,200.00	\$2,267,400.00	\$2,129,400.00	\$2,193,300.00
EXPENSE								
Department 9944 - PUBLIC BUILDING FUND								
SERVICES & CHARGES								
OTHER								
440.9944-4161	PUBLICATION OF NOTICES	660.00	.00	.00	.00	.00	.00	.00
OTHER Totals		\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SERVICES & CHARGES Totals		\$660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAYS								
BUILDINGS								
440.9944-4537	SEWER/WASTEWATER FACILITY	45,503.00	.00	.00	.00	142,000.00	130,000.00	.00
Budget Transactions								
Level								
Transaction								
MANAGER REVIEW								
MANAGER REVIEW								
WW AIR HANDLER & CONDENSER UNITS - MGR RVW 12-12-18								
WW LAB UPGRADE/CABINETS & HOODS - MGR RVW 12-12-18								
MANAGER REVIEW Totals		\$45,503.00	\$0.00	\$0.00	\$0.00	\$142,000.00	\$130,000.00	\$0.00
BUILDINGS Totals		\$45,503.00	\$0.00	\$0.00	\$0.00	\$142,000.00	\$130,000.00	\$0.00
EQUIPMENT								
440.9944-4301	OFFICE EQUIP/FURNITURE	51,617.00	.00	.00	.00	.00	.00	.00
440.9944-4304	EQUIPMENT-ELECTRONICS	40,908.00	.00	.00	.00	.00	.00	.00
EQUIPMENT Totals		\$92,525.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAYS Totals		\$138,028.00	\$0.00	\$0.00	\$0.00	\$142,000.00	\$130,000.00	\$0.00
CAPITAL PROJECTS								
440.9944-4404	PUBLIC WORKS FACILITY	85,319.00	343,435.00	48,600.00	.00	.00	.00	1,248,000.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
440.9944-4405	VILLAGE HALL	178,119.00	437,968.34	1,540,000.00	1,026,000.00	1,050,700.00	350,000.00	.00
Budget Transactions								
440.9944-4413	MANAGER REVIEW	Transaction		Number of Units		Cost Per Unit		Total Amount
	MANAGER REVIEW	FINANCIAL SOFTWARE		1.0000		800,700.00		800,700.00
		RENOVATE OLD DISPATCH		1.0000		250,000.00		250,000.00
				MANAGER REVIEW Totals				\$1,050,700.00
		19,560.00	.00	.00	.00	.00	.00	.00
		\$282,998.00	\$781,403.34	\$1,588,600.00	\$1,026,000.00	\$1,050,700.00	\$350,000.00	\$1,248,000.00
CAPITAL PROJECTS Totals								
TRANSFERS OUT								
440.9944-4910	TRANSFER TO GENERAL FUND	350,000.00	95,499.96	.00	.00	.00	.00	.00
440.9944-4940	TRANSFER TO CAPITAL PROJ	.00	.00	100,000.00	100,000.00	.00	.00	.00
440.9944-4941	TRANSFER TO ACDC BUILDING	.00	.00	.00	.00	200,000.00	327,000.00	.00
440.9944-4992	TRANSFER TO DEBT SERVICE	1,300,000.00	1,299,999.96	1,300,000.00	1,300,000.00	1,200,000.00	1,300,000.00	1,300,000.00
		\$1,650,000.00	\$1,395,499.92	\$1,400,000.00	\$1,400,000.00	\$1,400,000.00	\$1,627,000.00	\$1,300,000.00
		\$2,071,686.00	\$2,176,903.26	\$2,988,600.00	\$2,426,000.00	\$2,592,700.00	\$2,107,000.00	\$2,548,000.00
Department	9944 - PUBLIC BUILDING FUND EXPENSES							
Fund 440 - PUBLIC BUILDING FUND Totals								
	REVENUE TOTALS	\$1,861,823.00	\$1,923,076.01	\$2,582,200.00	\$2,582,200.00	\$2,267,400.00	\$2,129,400.00	\$2,193,300.00
	EXPENSE TOTALS	\$2,071,686.00	\$2,176,903.26	\$2,988,600.00	\$2,426,000.00	\$2,592,700.00	\$2,107,000.00	\$2,548,000.00
		(\$209,863.00)	(\$253,827.25)	(\$406,400.00)	\$156,200.00	(\$325,300.00)	\$22,400.00	(\$354,700.00)
Fund 440 - PUBLIC BUILDING FUND	Totals							
	FUND BALANCE, BEGINNING	\$ 721,473.00	\$ 511,610.00	\$ 257,782.75	\$ 257,782.75	\$ 413,982.75	\$ 88,682.75	\$ 111,082.75
	REV OVER (UNDER) EXP	\$ (209,863.00)	\$ (253,827.25)	\$ (406,400.00)	\$ 156,200.00	\$ (325,300.00)	\$ 22,400.00	\$ (354,700.00)
	FUND BALANCE, ENDING	\$ 511,610.00	\$ 257,782.75	\$ (148,617.25)	\$ 413,982.75	\$ 88,682.75	\$ 111,082.75	\$ (243,617.25)

PUBLIC BUILDING FUND

Notes

Revenues

3031 Sales Tax Increment

A home rule sales tax of .25% was passed in 1996 to cover the debt service issued to fund the building of a new Public Works Facility and a new Village Hall. It is also used for facility and infrastructure improvements.

Expenditures

4404 Public Works Facility

This account is for maintenance and upgrades to the building and storage areas.

4405 Village Hall/Police Facility

This account is for renovations and maintenance to Village Hall. This also includes the consulting fees and purchase of a new ERP financial system, work order system, community development permit system and a time entry system for the police department. Also included in this account is the cost of renovating the old Dispatch area.

4413 Historical Buildings

This account is for renovations and additions to the historical district.

4537 Sewer and Wastewater Facilities

This account is for renovations and repairs to the sewer and wastewater facilities.

4941 Transfer to ACDC Building Fund

Transfer of funds to assist with completion of the new ACDC building.

4992 Transfer to Debt Service

Transfer of sales tax increment to debt service to cover repayment of the bonds issued for the construction of the Public Works facility and the Village Hall.



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TIF #2 FUND

Narrative

This fund was used to pay for infrastructure and housing improvements within Tax Increment Financing District (TIF) #2, known as the Michael Lane redevelopment area. This area encompasses 55 acres and includes commercial retail centers along with multi-family dwellings. TIF #2 was established in 1994 as an economic development financing tool that uses the property tax base to provide funding for qualifying public projects within the redevelopment area. Property tax revenues received in the base year (1994), versus the increased property taxes received in subsequent years after improvements are made, results in a property tax increment which was used to finance public improvements.

TIF projects are typically financed through a pay-as-you-go mechanism or through issuing debt based on future property tax increment revenue streams.

This TIF District expired in October, 2017.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 460 - MICHAEL LANE - TIF#2								
REVENUE								
Department 9946 - MICHAEL LANE - TIF#2								
TAXES								
460.9946-3006	PROPERTY TAX INCREMENT	\$411,041.00	\$474,361.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>TAXES Totals</i>	\$411,041.00	\$474,361.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST INCOME								
460.9946-3510	INVESTMENT INTEREST	1,182.00	1,710.19	.00	.00	.00	.00	.00
	<i>INTEREST INCOME Totals</i>	\$1,182.00	\$1,710.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS IN								
460.9946-3947	TRANSFER FROM TIF #3	.00	.00	.00	1,440.00	.00	.00	.00
	<i>TRANSFERS IN Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 9946 - MICHAEL LANE - TIF#2 REVENUES		\$412,223.00	\$476,071.64	\$0.00	\$1,440.00	\$0.00	\$0.00	\$0.00

EXPENSE								
Department 9946 - MICHAEL LANE - TIF#2								
SERVICES & CHARGES								
PROFESSIONAL								
460.9946-4101	PROF SERV ACCT/AUDITTING	308.00	294.44	.00	.00	.00	.00	.00
	<i>PROFESSIONAL Totals</i>	\$308.00	\$294.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER								
460.9946-4199	OTHER SERVICES & CHARGES	41,711.00	1,725.30	.00	.00	.00	.00	.00
	<i>OTHER Totals</i>	\$41,711.00	\$1,725.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SERVICES & CHARGES Totals		\$42,019.00	\$2,019.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS OUT								
460.9946-4947	TRANSFER TO TIF #3	325,000.00	651,872.70	.00	.00	.00	.00	.00
	<i>TRANSFERS OUT Totals</i>	\$325,000.00	\$651,872.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 9946 - MICHAEL LANE - TIF#2 EXPENSES		\$367,019.00	\$653,892.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Fund 460 - MICHAEL LANE - TIF#2 Totals								
REVENUE TOTALS		\$412,223.00	\$476,071.64	\$0.00	1,440.00	\$0.00	\$0.00	\$0.00
EXPENSE TOTALS		\$367,019.00	\$653,892.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 460 - MICHAEL LANE - TIF#2 Totals		\$45,204.00	(\$177,820.80)	\$0.00	\$1,440.00	\$0.00	\$0.00	\$0.00
FUND BALANCE, BEGINNING		\$ 131,177.00	\$ 176,381.00	\$ (1,439.80)	\$ (1,439.80)	\$ 0.20	\$ 0.20	\$ 0.20
REV OVER (UNDER) EXP		\$ 45,204.00	\$ (177,820.80)	\$ -	\$ 1,440.00	\$ -	\$ -	\$ -
FUND BALANCE, ENDING		\$ 176,381.00	\$ (1,439.80)	\$ (1,439.80)	\$ 0.20	\$ 0.20	\$ 0.20	\$ 0.20

TIF #3 FUND

Narrative

This fund is used to pay for infrastructure and development improvements within Tax Increment Financing District (TIF) #3, known as the Town Center redevelopment area. This area encompasses approximately 125 acres and includes primarily commercial retail centers along with limited residential dwellings. The Village Board established this TIF District in mid FY 2007. (See TIF #2 narrative for a brief description of TIF's). The Redevelopment Fund advanced funds as it did with TIF #1 and TIF #2. In addition, the General Fund advanced funds to purchase a vacant commercial/industrial property to bank the land. When surrounding properties become available, the Village will sell the parcel for use as outlined in the Town Center Plan. It is anticipated that the majority of development in this district will come from private funding sources.

TIF #3 FUND BALANCE SUMMARY

<u>FY</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>FUND BALANCE</u>	
			(43,345)	@ 4/30/19
2019-20	42,000	300	(1,645)	
2020-21	44,100	300	42,155	
2021-22	46,300	300	88,155	
2022-23	46,300	0	134,455	
2023-24	46,300	0	180,755	
2024-25	46,300	0	227,055	
2025-26	46,300	0	273,355	
2026-27	46,300	0	319,655	
2027-28	46,300	0	365,955	
2028-29	46,300	0	412,255	
2029-30	46,300	0	458,555	
2030-31	46,300	0	504,855	
2031-32	46,300	0	551,155	

Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
Fund 470 - TOWN CENTER - TIF#3								
REVENUE								
Department	9947 - TOWN CENTER - TIF#3							
TAXES								
470.9947-3006	PROPERTY TAX INCREMENT	\$10,125.00	\$20,453.72	\$28,000.00	\$42,000.00	\$42,000.00	\$44,100.00	\$46,300.00
	<i>TAXES Totals</i>	\$10,125.00	\$20,453.72	\$28,000.00	\$42,000.00	\$42,000.00	\$44,100.00	\$46,300.00
INTEREST INCOME								
470.9947-3510	INVESTMENT INTEREST	(99.00)	(1,529.25)	.00	.00	.00	.00	.00
	<i>INTEREST INCOME Totals</i>	(\$99.00)	(\$1,529.25)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS IN								
470.9947-3910	TRANSFER FROM GENERAL	.00	.00	625,000.00	625,000.00	.00	.00	.00
470-9947-3946	TRANSFER FROM TIF #2	325,000.00	651,872.70	.00	.00	.00	.00	.00
470-9947-3992	TRANSFER FROM DEBT SVC	.00	200,000.04	.00	.00	.00	.00	.00
	<i>TRANSFERS IN Totals</i>	\$325,000.00	\$851,872.74	\$625,000.00	\$625,000.00	\$0.00	\$0.00	\$0.00
Department	9947 - TOWN CENTER - TIF#3 REVENUES	\$335,026.00	\$870,797.21	\$653,000.00	\$667,000.00	\$42,000.00	\$44,100.00	\$46,300.00

EXPENSE								
Department	9947 - TOWN CENTER - TIF#3							
SERVICES & CHARGES								
PROFESSIONAL								
470.9947-4101	PROF SERV ACCT/AUDITTING	308.00	294.44	300.00	300.00	300.00	300.00	300.00
	<i>PROFESSIONAL Totals</i>	\$308.00	\$294.44	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
SERVICES & CHARGES Totals								
		\$308.00	\$294.44	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
CAPITAL PROJECTS								
470.9947-4538	TOWN CENTER DEVELOPMENT	100,000.00	155,305.00	466,000.00	466,000.00	.00	.00	.00
470.9947-4579	VILLAGE GREEN DRAINAGE IMP	1,148,075.00	323,855.53	.00	.00	.00	.00	.00
	<i>CAPITAL PROJECTS Totals</i>	\$1,248,075.00	\$479,160.53	\$466,000.00	\$466,000.00	\$0.00	\$0.00	\$0.00
TRANSFERS OUT								
470.9947-4946	TRANSFER TO TIF #2	.00	.00	.00	1,440.00	\$0.00	.00	.00
	<i>TRANSFERS OUT Totals</i>	\$0.00	\$0.00	\$0.00	\$1,440.00	\$0.00	\$0.00	\$0.00
Department	9947 - TOWN CENTER - TIF#3 EXPENSES	\$1,248,383.00	\$479,454.97	\$466,300.00	\$467,740.00	\$300.00	\$300.00	\$300.00

Fund	470 - TOWN CENTER - TIF#3 Totals							
	REVENUE TOTALS	\$335,026.00	\$870,797.21	\$653,000.00	\$667,000.00	\$42,000.00	\$44,100.00	\$46,300.00
	EXPENSE TOTALS	\$1,248,383.00	\$479,454.97	\$466,300.00	\$467,740.00	\$300.00	\$300.00	\$300.00
Fund	470 - TOWN CENTER - TIF#3 Totals	(\$913,357.00)	\$391,342.24	\$186,700.00	\$199,260.00	\$41,700.00	\$43,800.00	\$46,000.00
		\$	\$	\$	\$	\$	\$	\$
	FUND BALANCE, BEGINNING	\$ 279,410.00	\$ (633,947.00)	\$ (242,604.76)	\$ (242,604.76)	\$ (43,344.76)	\$ (1,644.76)	\$ 42,155.24
	REV OVER (UNDER) EXP	\$ (913,357.00)	\$ 391,342.24	\$ 186,700.00	\$ 199,260.00	\$ 41,700.00	\$ 43,800.00	\$ 46,000.00
	FUND BALANCE, ENDING	\$ (633,947.00)	\$ (242,604.76)	\$ (55,904.76)	\$ (43,344.76)	\$ (1,644.76)	\$ 42,155.24	\$ 88,155.24

Notes**Revenues****3006 Property Tax Increment**

This account represents the difference between the 2007 base year versus current year property tax valuation. The increment receipts are due to normal building assessment increases from year to year. There have been no major developments in the Town Center TIF #3 at this time.

Expenses**4101 Professional Services – Auditing**

This account includes auditing fees associated with the annual audit and preparation of the TIF reports.



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POLICE PENSION FUND

Narrative

This fund provides retirement, disability, and death benefits to all eligible members of the Police Pension Fund by investing funds to maximize interest earnings, while preserving the safety and liquidity of the Fund's investments. The Police Pension Fund assets are governed by an independent Board consisting of five members.

Police sworn personnel are covered by this plan. Although it is a single-employer pension plan, the defined benefits and employee and employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3 -1) and may be amended only by the Illinois Legislature. The Village accounts for the plan as a pension trust. The State passed legislation that became effective with new hires after 1/1/11 whereby a second tier of participants has been added. The State Statute limits the type of investments and the weight of those investments within the fund.

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-2021 BUDGET	2021-22 BUDGET
Fund 700 - POLICE PENSION FUND								
REVENUE								
Department 9970 - POLICE PENSION								
<i>CONTRIBUTIONS</i>								
700.9970-3880	EMPLOYEE CONTRIBUTIONS	\$611,609.00	\$809,052.42	\$633,500.00	\$668,100.00	\$652,500.00	\$672,000.00	\$672,000.00
700.9970-3881	EMPLOYER CONTRIBUTIONS	2,763,130.00	3,037,752.73	3,043,500.00	3,041,000.00	3,162,600.00	3,289,100.00	3,420,700.00
	<i>CONTRIBUTIONS Totals</i>	\$3,374,739.00	\$3,846,805.15	\$3,677,000.00	\$3,709,100.00	\$3,815,100.00	\$3,961,100.00	\$4,092,700.00
<i>MISCELLANEOUS</i>								
700.9970-3875	GAIN/LOSS SALE INVESTMNTS	3,323,739.00	2,276,555.02	2,000,000.00	(3,090,400.00)	2,000,000.00	2,000,000.00	2,000,000.00
700.9970-3899	MISCELLANEOUS REVENUES	25.00	50.00	.00	.00	.00	.00	.00
	<i>MISCELLANEOUS Totals</i>	\$3,323,764.00	\$2,276,605.02	\$2,000,000.00	(\$3,090,400.00)	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00
<i>INTEREST INCOME</i>								
700.9970-3510	INVESTMENT INTEREST	1,323,196.00	1,517,462.57	1,500,000.00	1,767,600.00	1,500,000.00	1,500,000.00	1,500,000.00
	<i>INTEREST INCOME Totals</i>	\$1,323,196.00	\$1,517,462.57	\$1,500,000.00	\$1,767,600.00	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00
Department 9970 - POLICE PENSION REVENUE								
		\$8,021,699.00	\$7,640,872.74	\$7,177,000.00	\$2,386,300.00	\$7,315,100.00	\$7,461,100.00	\$7,592,700.00
EXPENSE								
Department 9970 - POLICE PENSION								
<i>PERSONNEL SVCS</i>								
<i>WAGES & SALARIES</i>								
700.9970-4014	PENSION PAYMENTS	3,486,538.00	3,496,915.25	3,605,000.00	3,606,600.00	3,714,800.00	3,826,200.00	3,941,000.00
	<i>WAGES & SALARIES Totals</i>	\$3,486,538.00	\$3,496,915.25	\$3,605,000.00	\$3,606,600.00	\$3,714,800.00	\$3,826,200.00	\$3,941,000.00
<i>TAXES & BENEFITS</i>								
700.9970-4028	OTHER PENSION PAYMENTS	83,999.00	131,043.11	.00	.00	.00	.00	.00
	<i>TAXES & BENEFITS Totals</i>	\$83,999.00	\$131,043.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<i>PERSONNEL SVCS Totals</i>	\$3,570,537.00	\$3,627,958.36	\$3,605,000.00	\$3,606,600.00	\$3,714,800.00	\$3,826,200.00	\$3,941,000.00
<i>SERVICES & CHARGES</i>								
<i>PROFESSIONAL</i>								
700.9970-4101	PROF SERV ACCT/AUDITING	.00	14,985.00	5,000.00	14,700.00	15,000.00	15,000.00	15,000.00
700.9970-4103	PROF SERV LEGAL	6,767.00	13,404.39	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
700.9970-4104	PROF SERV LITIGATION	.00	.00	.00	.00	.00	.00	.00
700.9970-4106	PROF SERV POLICE PENSION INSURANCE	.00	.00	.00	5,800.00	5,800.00	5,800.00	5,800.00
700.9970-4107	PROF SERV MEDICAL	20,760.00	12,446.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
700.9970-4110	TECH & CONSULT SERVICES	115,877.00	137,599.76	110,000.00	19,700.00	20,000.00	20,000.00	20,000.00
	<i>PROFESSIONAL Totals</i>	\$143,404.00	\$178,435.15	\$128,000.00	\$53,200.00	\$53,800.00	\$53,800.00	\$53,800.00
<i>OTHER</i>								
700.9970-4163	CONFERENCES	2,050.00	3,100.31	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
700.9970-4192	DUES/SUBSCRIPTIONS	795.00	265.00	800.00	800.00	800.00	800.00	800.00
	<i>OTHER Totals</i>	\$2,845.00	\$3,365.31	\$3,800.00	\$3,800.00	\$3,800.00	\$3,800.00	\$3,800.00
	<i>SERVICES & CHARGES Totals</i>	\$146,249.00	\$181,800.46	\$131,800.00	\$57,000.00	\$57,600.00	\$57,600.00	\$57,600.00

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-2021 BUDGET	2021-22 BUDGET
MISCELLANEOUS								
7000.9970-4880	INVESTMENT FEES	8,000.00	8,025.00	8,100.00	110,000.00	108,100.00	108,200.00	108,300.00
	Budget Transactions							
	Level							
	Transaction							Total Amount
	INVESTMENT MANAGER FEES					Number of Units	Cost Per Unit	100,000.00
	BOARD REVIEW					1,000.00	100,000.00	100,000.00
	BOARD REVIEW					1,000.00	8,100.00	8,100.00
						BOARD REVIEW Totals		\$108,100.00
	MISCELLANEOUS Totals	\$8,000.00	\$8,025.00	\$8,100.00	\$110,000.00	\$108,100.00	\$108,200.00	\$108,300.00
TRANSFERS OUT								
7000.9970-4910	TRANSFER TO GENERAL FUND	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
	TRANSFERS OUT Totals	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
	Department	\$3,727,286.00	\$3,820,283.82	\$3,747,400.00	\$3,776,100.00	\$3,883,000.00	\$3,994,500.00	\$4,109,400.00
	9970 - POLICE PENSION EXPENSE							
Fund	700 - POLICE PENSION FUND Totals							
	REVENUE TOTALS	\$8,021,699.00	\$7,640,872.74	\$7,177,000.00	\$2,386,300.00	\$7,315,100.00	\$7,461,100.00	\$7,592,700.00
	EXPENSE TOTALS	\$3,727,286.00	\$3,820,283.82	\$3,747,400.00	\$3,776,100.00	\$3,883,000.00	\$3,994,500.00	\$4,109,400.00
Fund	700 - POLICE PENSION FUND Totals	\$4,294,413.00	\$3,820,588.92	\$3,429,600.00	(\$1,389,800.00)	\$3,432,100.00	\$3,466,600.00	\$3,483,300.00
	FUND BALANCE, BEGINNING	\$	\$	\$	\$	\$	\$	\$
	REV OVER (UNDER) EXP	\$	\$	\$	\$	\$	\$	\$
	FUND BALANCE, ENDING	\$	\$	\$	\$	\$	\$	\$

POLICE PENSION FUND

Notes

Expenditures

4014 Pension Payments

Budgeted amounts are based upon scheduled monthly pension payroll payments.

4101 Professional Services – Accounting/Auditing

This line item includes the annual actuarial report fees which previously were included in account 4110 in addition to the monthly financial reporting compiled by an outside source.

4103 Professional Services – Legal

This line item includes the fees for legal services during the year.

4110 Technical & Consulting Services

Fees for services for maintaining minutes and the various pension files are also included.

4880 Investment Fees

This line item includes fees paid to the State based on the value of the fund. This line item also includes the investment advisor and account manager fees

4901 Transfer to General Fund

Payment to the Village for personnel used for various recordkeeping duties of the fund.

MOTOR FUEL TAX FUND

Narrative

This fund accounts for the maintenance and improvement of Village-owned streets. Financing is provided by the Village's share of State Motor Fuel Tax allotments, federal grants, and beginning January 1, 2012, a .25% home-rule sales tax. State law requires Motor Fuel Tax allotments be used to maintain streets.

G/L Account	Account Description	ACTUAL	ACTUAL	BUDGET	EST ACT	BUDGET	BUDGET	BUDGET
Fund 250 - MOTOR FUEL TAX FUND								
REVENUE								
Department 9925 - MOTOR FUEL TAX								
TAXES								
250.9925-3031	SALES TAX INCREMENT	\$1,847,338.00	\$1,921,378.35	\$2,007,200.00	\$2,007,200.00	\$2,067,400.00	\$2,129,400.00	\$2,193,300.00
250.9925-3060	MOTOR FUEL TAX	936,350.00	943,240.57	945,800.00	945,800.00	945,800.00	945,800.00	945,800.00
	TAXES Totals	\$2,783,688.00	\$2,864,618.92	\$2,953,000.00	\$2,953,000.00	\$3,013,200.00	\$3,075,200.00	\$3,139,100.00
GRANTS								
250.9925-3440	GRANTS-CDBG	.00	113,390.00	.00	.00	300,000.00	.00	.00
Budget Transactions								
MANAGER REVIEW	Transaction Level/					Number of Units	Cost Per Unit	Total Amount
	CDBG - ROZANNE BRIDGE					1.0000	300,000.00	300,000.00
						MANAGER REVIEW Totals		
		\$0.00	\$113,390.00	\$0.00	\$0.00	\$300,000.00	\$0.00	\$0.00
MISCELLANEOUS								
250.9925-3899	MISCELLANEOUS REVENUES	32,777.00	50.00	.00	.00	.00	.00	.00
	MISCELLANEOUS Totals	\$32,777.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST INCOME								
250.9925-3510	INVESTMENT INTEREST	(1,282.00)	(1,211.71)	.00	.00	.00	.00	.00
	INTEREST INCOME Totals	(\$1,282.00)	(\$1,211.71)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Department 9925 - MOTOR FUEL TAX REVENUES		\$2,815,183.00	\$2,976,847.21	\$2,953,000.00	\$2,953,000.00	\$3,313,200.00	\$3,075,200.00	\$3,139,100.00

MOTOR FUEL TAX

Budget Year 2020

G/L Account	Account Description	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2018-19 EST ACT	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET
250.9925-4459	SIDEWALKS	437,562.00	484,006.35	275,000.00	213,700.00	325,000.00	325,000.00	325,000.00
Budget Transactions								
Level/	Transaction				Number of Units		Cost Per Unit	Total Amount
MANAGER REVIEW	INCREASE TRIP HAZARD - MGR RVW 12-12-18				1.0000		50,000.00	50,000.00
MANAGER REVIEW	SIDEWALK - ADA COMPLIANCE				1.0000		50,000.00	50,000.00
MANAGER REVIEW	SIDEWALK - TRIP HAZARD				1.0000		100,000.00	100,000.00
MANAGER REVIEW	SIDEWALK PROGRAM				1.0000		125,000.00	125,000.00
CAPITAL PROJECTS Totals					MANAGER REVIEW Totals			
							\$3,069,100.00	\$3,160,500.00
Department	9925 - MOTOR FUEL TAX EXPENSES	\$2,990,094.00	\$2,113,729.04	\$3,980,300.00	\$3,297,400.00	\$4,187,900.00	\$3,069,100.00	\$3,160,500.00
Fund 250 - MOTOR FUEL TAX FUND Totals								
REVENUE TOTALS		\$2,815,183.00	\$2,976,847.21	\$2,953,000.00	\$2,953,000.00	\$3,313,200.00	\$3,075,200.00	\$3,139,100.00
EXPENSE TOTALS		\$2,990,094.00	\$2,113,729.04	\$3,980,300.00	\$3,297,400.00	\$4,187,900.00	\$3,069,100.00	\$3,160,500.00
Fund 250 - MOTOR FUEL TAX FUND Totals		(\$174,911.00)			(\$344,400.00)		\$6,100.00	
							(\$21,400.00)	
FUND BALANCE, BEGINNING		\$ 577,665.00	\$ 402,754.00	\$ 1,265,872.17	\$ 1,265,872.17	\$ 921,472.17	\$ 46,772.17	\$ 52,872.17
REV OVER (UNDER) EXP		\$ (174,911.00)	\$ 863,118.17	\$ (1,027,300.00)	\$ (344,400.00)	\$ (874,700.00)	\$ 6,100.00	\$ (21,400.00)
FUND BALANCE, ENDING		\$ 402,754.00	\$ 1,265,872.17	\$ 238,572.17	\$ 921,472.17	\$ 46,772.17	\$ 52,872.17	\$ 31,472.17

MOTOR FUEL TAX FUND

Notes

Revenues

3031 Home Rule Sales Tax

The Village passed a .25% home rule sales tax effective January 1, 2012 to fund continuing road improvements.

3060 Motor Fuel Tax

This tax is collected by the State and shared with local governments to be used for the construction and maintenance of highways. All municipal funds are distributed on the basis of population.

Expenditures

4401 Street Maintenance Program

This account represents the annual program to reconstruct or repave local streets. A recent analysis of street conditions has estimated annual replacement cost at \$1.9 million annually, as funding is available.

Armitage (Villa Park)

This account represents a road project in conjunction with the Village of Villa Park.

Army Trail: Mill to Route 53 (250.9925-4415.ATMIL53)

This account represents a road project with the State as the lead and is part of the Surface Transportation Program (STP).

Byron Avenue Resurface (250.9925-4415.BYRON)

This account represents the resurfacing of Byron Avenue from Addison Road to Mill Street as a result of water main replacement.

Fullerton Road Improvements (250-9925-4415.FLTRN)

This account represents a road project with the State as the lead and is part of the Surface Transportation Program (STP).

Lorraine Gap Improvements (250.9925-4415.LRNGAP)

This account represents the widening of the narrow street cross section into a full width cross section.

MOTOR FUEL TAX FUND

Notes (Cont'd)

Expenditures (Cont'd)

Rozanne Drive Bridge (250.9925-4415.RZNBRDG)

This account represents the repair and reconstruction of the Rozanne Drive Bridge. There is a small water component that can be found in the Water/Sewer Fund.

ADA Sidewalk Compliance (250-9925-4459.ADA)

This account represents the annual program to bring sidewalk intersections into ADA compliance.

Sidewalk Program (250.9925-4459.TRIP)

This account represents the annual program to replace aging and trip-hazard sidewalks.

MFT Sidewalk Program (250-9925-4459.MFT)

This account represents funding for sidewalk replacement on streets that are included in the annual replacement.



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DEPARTMENT DIRECTORY

Fund	Organization Number	Department/Division
General	1012	Administration
	1029	Admin/Police Commission
	1040	Finance
	1050	Community Relations
	1060	Building & Grounds
	1510	Police
	1520	Henry Hyde Resource Center
	1530	Consolidated Dispatch Center
	2010	Community Development
	2510	Electrical & Forestry
	2520	Street
Water & Sewer	5010	Water
	5031	Sewer
	5032	Wastewater
Internal Services	9961	Fleet Services
	9962	Information Technology
	9964	Equipment Replacement

GLOSSARY OF TERMS

The Annual Budget and Financial Plan contain 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.

ACDC – Acronym for the Addison Consolidated Dispatch Center.

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.

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.

Appropriations - A legal authorization made by the Village Board which permits the Village to incur obligations and to make expenditures for specific purposes.

Appropriation Ordinance - The official document adopted by the Village Board to establish a legal limit of Village expenditures or obligations for a specific time period.

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 Addison the assessed valuation is 33% of appraised value.

Assets - Property owned by a government which has a monetary value.

Balance Sheet - A financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date.

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.

Balanced Budget - A budget in which estimated revenues equal estimated expenditures.

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.

GLOSSARY OF TERMS

(Cont'd)

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 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. Assets with a value of \$5,000 or more are capitalized and depreciated.

Capital Expenditures/Outlay - Expenditures which result in the acquisition of or addition to capital assets.

Capital Improvements Program (CIP) - A plan for capital outlay to be incurred each year over a fixed number of years to meet the long-term capital needs of the Village.

Cash Basis - A basis of accounting in which transactions are recognized only when cash is increased or decreased.

Cash Management - The management of cash necessary to pay for government services, while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

Certificate of Deposit - A negotiable or non-negotiable receipt of monies deposited in a bank or financial institution for a specific period for a specified rate of interest.

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not anticipated.

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, long-term debt principal and interest.

Deficit - (1) The excess of an entity's liabilities over its assets. (2) The excess of expenditures or expenses over revenues during a single accounting period.

Delinquent Taxes - Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

Department - A major administrative division of the Village which indicates overall management responsibility for an operation or a group of related operations within a functional area.

GLOSSARY OF TERMS

(Cont'd)

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.

ERF – Acronym for the Village's Equipment Replacement Fund.

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 - Decrease 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 a reserve of funds to be expended.

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 Addison has specified May 1 to April 30 as its fiscal year.

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).

Fund - An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or functions.

Fund Balance - The excess of assets over liabilities; 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.

GLOSSARY OF TERMS

(Cont'd)

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording; encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund - The 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.

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.

HHRC – Henry Hyde Resource Center.

HUD – Department of Housing and Urban Development.

Infrastructure - The physical assets of the Village (streets, water, sewer, and public buildings).

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.

I.S.T.E.A. Grant - Intermodal Surface Transportation Efficiency Act is a federal grant, which provides 50% funding for the Army Trail: Mill - Lombard and the Resurfacing: Fullerton/Collins street projects in the Motor Fuel Tax Fund.

Levy - To impose taxes for the support of Village activities.

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.

MGD – Million gallons per day.

Modified Accrual Basis - A basis of accounting in which revenues are recognized in the period they become available and measurable; expenditures are recognized in the period in which fund liability is incurred, if measurable.

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.

GLOSSARY OF TERMS

(Cont'd)

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.

Rider 28 - A charge applied to each kilowatt-hour, to recover the cost of special projects, in excess of standard work, that the local government has required ComEd to undertake. In this case, the special project is the burial of power lines on Lake Street.

Revenue - Funds that the Village receives as income.

Revenue Bonds - This type of bond is backed only by revenues from a specific enterprise or project.

STP -Surface Transportation Program – A Federal grant, funding source, where the local share is 30% of construction cost of a road project. This funds programs in the Motor Fuel Tax Fund.

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 owner's portions are paid through annual property tax assessments. (See also Special Assessment Area).

Sludge - The end product left after wastewater has been treated to reclaim effluent.

Tax Levy - The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

GLOSSARY OF TERMS

(Cont'd)

TIF - Acronym for Tax Increment Financing. 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.

Working Cash/Capital - The excess of current assets over total current liabilities.