



CITY OF WOOD DALE

PUBLIC NOTICE

IN ACCORDANCE WITH THE STATUTES OF THE STATE OF ILLINOIS AND THE ORDINANCES OF THE CITY OF WOOD DALE, NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL WILL CONTINUE ITS REGULAR STANDING COMMITTEE MEETINGS AT 7:30 P.M. ON THURSDAY, FEBRUARY 28, 2019 IN THE COUNCIL CHAMBERS OF THE CITY HALL, 404 NORTH WOOD DALE ROAD, WOOD DALE, ILLINOIS, FOR THE PURPOSES SET FORTH IN THE FOLLOWING AGENDAS:

REVISED
STANDING COMMITTEES
OF THE
CITY OF WOOD DALE, ILLINOIS
FEBRUARY 28, 2019

- I. PUBLIC HEALTH, SAFETY, JUDICIARY & ETHICS COMMITTEE**
 - A. Call to Order
 - B. Roll Call
 - C. Approval of Minutes of Meeting
 - i. February 14, 2019 Public Health, Safety, Judiciary & Ethics Committee Minutes
 - D. Report and Recommendation
 - i. Request For Additional Liquor License
 - ii. **Reduction of Class R liquor license, request for additional Class RVG liquor license**
 - E. Items to be Considered at Future Meetings
 - F. Adjournment

- II. FINANCE & ADMINISTRATION COMMITTEE**
 - A. Call to Order
 - B. Roll Call
 - C. Approval of Minutes of Meeting
 - i. January 24, 2019 Finance & Administration Committee Minutes
 - D. Report and Recommendation
 - i. FY 2020 Budget

- E. Items to be Considered at Future Meetings
 - i. FY20 Budget Part 2 (If needed – March 14)
- F. Adjournment

POSTED IN CITY HALL ON FEBRUARY 26, 2019 AT 4:00 PM



PUBLIC HEALTH, SAFETY, JUDICIARY & ETHICS
COMMITTEE MINUTES

Committee Date: February 14, 2019
Present: Ald. Jakab, Messina, Sorrentino, Susmarski, E. Wesley & Woods
Absent: Ald. R. Wesley & Catalano
Also Present: Mayor Pulice, Treasurer Porch, City Manager Mermuys, Police Chief Vesta, M. York
Meeting Convened at: 7:30 p.m.

APPROVAL OF THE MINUTES:

The minutes of the October 25, 2018 meeting were approved as presented.

REPORT & RECOMMENDATION

REQUEST FOR BREWPUB LIQUOR LICENSE

DISCUSSION:

Chief Vesta explained there is a request for a new liquor license in the City which requires approval by the City Council. There was a revision to the Liquor Code in 2015 that added a B License that covers group pubs. There were some caveats to the Code that meals should be offered, but wouldn't need to be sold at the location.

The petitioner, Wesley Brown, is interested in opening a brew pub on Creole drive. Since it's a request for a new liquor license, Council approval is needed. When there were revisions to the Code in 2015 a B License was added that includes group pub (check tape for all info on this). There were some caveats to the code stating that meals should be offered but wouldn't necessarily need to be sold on site.

Chief Vesta introduced Wesley Brown, the applicant. He and his sister are interested in opening a craft brewery in the western suburbs. Since some relatives have businesses in the industrial area, he prefers to open this family owned business in Wood Dale. They will be brewing on site with a tap room to consume on site. There are currently no plans for a kitchen and no ability to add serving staff, but patrons will be allowed to bring in outside food. They are also interested in partnering with a local animal shelter to host some fundraising events. The petitioner's goal is to seat 40-50 people in the taproom. They intend to start with draft beer serving, but eventually hope to bottle for offsite consumption.



Mr. Brown understands he has to work with Community Development as he goes through the process with permits.

Ald. Susmarski inquired about hours of operation. Mr. Brown is looking at being open Thursday-Sunday from 5:00-10:00 p.m. Ald. Messina asked about tanks on site, and was advised there will be CO2 tanks for fermentation, but those would be behind locked doors and not viewable. Mayor Pulice asked about the time frame for a potential opening. Mr. Brown explained it can take 6 to 12 months just for approval from the state for a license, but he will return to Committee once he is ready to begin the next step. He has no interest in a gaming license at this point.

VOTE:

Ald. E. Wesley made a motion, seconded by Ald. Woods, to approve an additional Class B Liquor License in the City of Wood Dale, providing he works with Community Development on the parking situation. A roll call vote was taken, with the following results:

Ayes: Ald. Jakab, Messina, Sorrentino, Susmarski, E. Wesley & Woods
Nays: None
Abstained: None
Motion: Carried

REPORT & RECOMMENDATION:

RESOLUTION SEEKING TO APPROVE AN INTERGOVERNMENTAL AGREEMENT BETWEEN CITY OF WOOD DALE AND WOOD DALE PARK DISTRICT FOR CERTAIN POLICE SERVICES

DISCUSSION:

Ald. Jakab asked about the ranger program and was advised by Chief Vesta that the ranger program is covered under a separate IGA. This is just reimbursement for the crossing guards employed and weekly bank runs made by the police officers.

VOTE:

Ald. E. Wesley made a motion, seconded by Ald. Susmarski, to approve a Resolution and Intergovernmental Agreement between the City of Wood Dale and the Wood Dale Park District for Certain Police Services. A roll call vote was taken, with the following results:

Ayes: Ald. Jakab, Messina, Sorrentino, Susmarski, E. Wesley & Woods
Nays: None
Abstained: None
Motion: Carried



Ald. Susmarski asked why employees at local businesses cannot use ECEC for daycare for their own children. This will be looked into.

ITEMS TO BE CONSIDERED FOR FUTURE MEETINGS:

- None

ADJOURNMENT:

The meeting adjourned at 7:45 p.m.

Minutes taken by Eileen Schultz



REQUEST FOR COMMITTEE ACTION

Referred to Committee: February 28, 2019
Subject: Request for Liquor License
Staff Contact: Greg Vesta
Department: Police

TITLE: Request for additional liquor license

RECOMMENDATION:

Determine if City Council wishes to add an additional liquor license.

BACKGROUND:

Currently, all authorized liquor licenses in the City are possessed by businesses in Wood Dale. The owner of Christie's, at 200 E. Irving Park Road, has requested that the City allow for an additional liquor license.

ANALYSIS:

There are three different classes of license that may fit the request.

CLASS M: Authorizing the licensee to sell or offer for sale at retail alcoholic liquor on the premises where sold and only with meals. The licensee hereunder shall restrict the service of such alcoholic liquor to persons seated at tables or booths only. There shall be no bar or counter service within an establishment operating under such Class M license. Any violation of these requirements may result in the revocation of the license.

CLASS M-R: Authorizing the sale of beer and wine for consumption only on the premises where sold and only with meals. The licensee hereunder shall restrict the service of such beer and wine to persons seated at tables or booths only.

There shall be no bar or counter service within an establishment operating under such Class M-R license. Any violation of these requirements may result in the revocation of the license.

CLASS RVG: Authorizing the licensee to sell and offer for retail sale alcoholic beverages, as defined in the Liquor Control Act of 1934, to be sold and consumed on premises from the licensee's location where the alcoholic beverages are sold, at which licensed location video gaming shall be permitted, as provided for in the Video Gaming Act, provided the licensee operates a full service restaurant with functioning professional commercial kitchen equipment and appliances, in addition to a microwave oven, which restaurant has a full service menu, excluding the service of primarily box-styled or similar type of pre-prepared meals. Said license shall comply with the procedural requirements set forth in the Class VG license in this Code.

If City Council wishes to proceed with opening and additional license, staff will prepare the appropriate ordinance.

DOCUMENTS ATTACHED

None



REQUEST FOR COMMITTEE ACTION

Referred to Committee: February 28, 2019
Subject: Request for Liquor License
Staff Contact: Greg Vesta
Department: Police

TITLE: Reduction of Class R liquor license, request for additional Class RVG liquor license.

RECOMMENDATION:

Reduce the number of Class R liquor licenses by one, and determine if City Council wishes to add an additional Class RVG liquor license.

BACKGROUND:

Staff has been informed that Toscani Restaurant in Georgetown is closing, and a new restaurant is looking to move into that location. Toscani has a Class R liquor license, and the new business is looking to have a Class RVG liquor license.

City Council has routinely reduced the number of liquor licenses that are available whenever a business closes in town.

ANALYSIS:

The proposed business, The Pizza Kitchen, is looking to offer a full service menu to patrons to be cooked on site. They want to serve alcohol with the meals and also offer video gaming. The following liquor license would apply to this request:

CLASS RVG: Authorizing the licensee to sell and offer for retail sale alcoholic beverages, as defined in the Liquor Control Act of 1934, to be sold and consumed on premises from the licensee's location where the alcoholic beverages are sold, at which licensed location video gaming shall be permitted, as provided for in the Video Gaming Act, provided the licensee operates a full

service restaurant with functioning professional commercial kitchen equipment and appliances, in addition to a microwave oven, which restaurant has a full service menu, excluding the service of primarily box-styled or similar type of pre-prepared meals. Said license shall comply with the procedural requirements set forth in the Class VG license in this Code.

If City Council wishes to proceed with opening and additional license, staff will prepare the appropriate ordinance. Staff does recommend reducing the number of Class R licenses by one, regardless of the approval of the additional Class RVG license.

In addition, the granting of a Class RVG license is contingent upon the business obtaining a commercial occupancy certificate and passing a background check conducted by the Police Department.

DOCUMENTS ATTACHED

None



FINANCE & ADMINISTRATION
COMMITTEE MINUTES

Committee Date: January 24, 2019
Present: Ald. Catalano, Messina, Sorrentino, Susmarski, E. Wesley,
& Woods
Absent: Ald. R. Wesley & Jakab
Also Present: Mayor Pulice, Treasurer Porch, City Manager Mermuys, Police
Chief Vesta, M. York, B. Wilson
Meeting Convened at: 7:40 p.m.

APPROVAL OF THE MINUTES:

The minutes of the January 10, 2019 meeting were approved as presented.

REPORT & RECOMMENDATION:

VIDEO GAMING REVENUE

DISCUSSION:

Mr. Wilson reported that the cost savings to residents by moving this money toward the water bills would be about .30 cents per 1,000 gallons. There are 4,500 residential customers and 5,000 total with the commercial customers. He explained that moving this wouldn't lower the water bill automatically, but would reduce the amount needed to reduce the capital. Ald. Woods asked where the money for economic development would come from if this is moved. Mr. Wilson stated they could tailor back the Façade Program or restructure the Tourism Fund a bit to ensure it is covered and allocated for. There has been \$655,000 collected in gaming since 2014 and it continues to increase per Ald. Catalano. Mr. Wilson noted that it was earmarked for economic development items back in 2014.

Mayor Pulice reviewed the process of how funding works for the treatment plant. He suggested just moving the money for this year, have a water rate discussion, move \$200,000 less and then see what the new properties bring in.

VOTE:

Ald. Catalano made a motion, seconded by Ald. Messina to earmark the Gaming Revenue allocated to 2020 Fiscal Year to the Water Fund for the amount collected through the end of the fiscal year. (It is currently estimated at \$130,000.) A roll call vote was taken, with the following results:



Ayes: Ald. Catalano, Messina, Sorrentino, Susmarski, E. Wesley & Woods
Nays: None
Abstained: None
Motion: Carried

REPORT & RECOMMENDATION

WATER RATES DISCUSSION

DISCUSSION:

There was brief discussion regarding the work needed at the South Plant that was presented in the CIP.

VOTE:

Ald. Messina made a motion, seconded by Ald. Susmarski, to approve transferring \$200,000 less out of the Water Fund just for this fiscal year. A roll call vote was taken, with the following results:

Ayes: Ald. Catalano, Messina, Sorrentino, Susmarski, E. Wesley & Woods
Nays: None
Abstained: None
Motion: Carried

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- a. Fiscal Year 2020 Budget (Feb. 28)

ADJOURNMENT:

The meeting adjourned at 8:00 p.m.

Minutes taken by Eileen Schultz



REQUEST FOR COMMITTEE ACTION

Referred to Committee: February 28, 2019
Subject: FY 2020 Budget Slides
Staff Contact: Brad Wilson
Department: Finance

TITLE: FY 2020 Budget

RECOMMENDATION:

Provide feedback on the proposed FY 2020 budget document.

BACKGROUND:

N/A

ANALYSIS:

Attached you will find slides which we will use to frame the budget conversation. The information for each department is a total of each expenditure category (personnel, contractual, etc.), comparing the FY 2019 budget to the FY 2020 budget with the numeric and percentage change. Notes about significant changes to each category are also included when needed.

These slides will be projected on the screen for all to see, and as mentioned above will provide a nice framework as we work through the budget document. There will be discussion on each slide, to the extent that discussion is warranted.

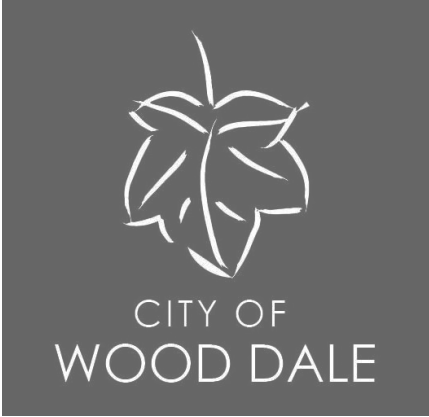
To the greatest extent possible, we will make every effort to discuss the items in order, and when they appear in the book. For example, the expanded level items are referenced on page 12 of the slides, but the page(s) prepared for their discussion is later in the deck. Any verbose conversation should wait until we get to those expanded level specific pages.

The process for the budget meeting will look like this (also found on page 4 of the slides):

- Process
 - Each department or fund has a sheet
 - Expanded Level sheets were applicable (green or red)
 - Gain consensus on each before moving on
- Begin with Overview of the entire budget
- General Fund
- Special Revenue
- Capital Projects
- Internal Service
- Enterprise
- Trust/Agency Funds
- February 28th - Beginning through as much as possible
- March 14th - Remainder (if needed)

DOCUMENTS ATTACHED

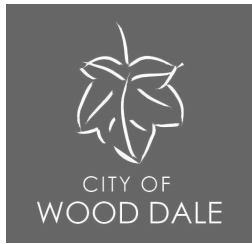
- ✓ FY 2020 Budget slides
- ✓ FY 2020 Budget DRAFT



FY 2020 Budget

February 28, 2019

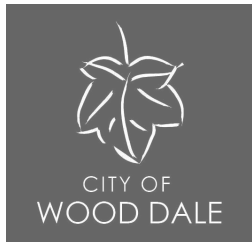




Budget Overview

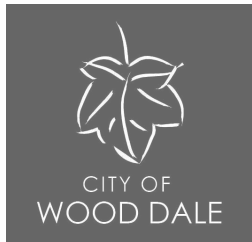
- 6 types of Funds
 - General
 - Special Revenue
 - Capital Projects
 - Internal Service
 - Enterprise
 - Trust/Agency





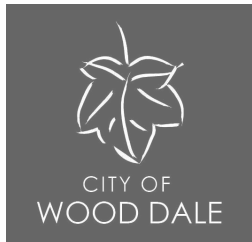
Budget Overview

- 15 Total Active Funds
 - 9 have a proposed budgeted increase
 - 6 have a proposed budgeted decrease
 - 2 are cash flow positive, only a decrease based upon depreciation
- Capital Spending
 - The City continues to be aggressive in its capital spending, and continues to align projects when/where possible and continue to seek out grant/alternative funding options



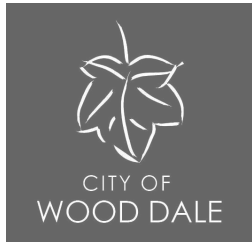
Budget Overview

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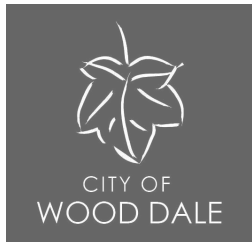
Budget Overview

- All Funds
 - Revenues (excluding transfers)
 - FY 2019 Budget - \$ 34,595,909
 - FY 2019 Projected - \$ 32,337,155
 - FY 2020 Proposed - \$ 35,745,776
 - FY2019 difference – Largely driven by investment income from the Police Pension Fund
 - Expenditures (excluding transfers)
 - FY 2019 Budget - \$ 36,479,098
 - FY 2019 Projected - \$ 32,982,615
 - FY 2020 Proposed - \$ 36,393,204
 - FY2019 difference – Lower than expected personnel costs, contractual costs and capital outlay coming in lower than expected



Budget Overview

- Housekeeping
 - Unless otherwise noted, Personnel costs are up due to increased salaries per policy and union contracts, FICA and IMRF. The City's IMRF rate decreased this calendar year by 2.08%.
 - The items listed as the “reason” for an increase or decrease in a department is not an exhaustive list, but a notation about what had a significant impact on the change. Other line items may have changed, but did not materially affect the overall picture.
 - Ask questions as we go through the slides



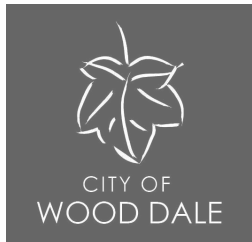
General Fund Summary

Currently on track to end FY 2019 with an estimated surplus of over \$211K. Revenues and expenditures both are trending below their budgeted numbers.

FY 2019	Budget	Projected	Variance
Revenues	\$14,212,636	\$14,057,924	(\$154,712)
Expenses	\$14,172,120	\$13,846,777	\$325,343
Surplus (deficit)	\$40,516	\$211,147	\$170,631

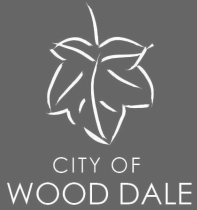
As presented, FY 2020 - budgeted surplus of \$58,960

FY 2020	Amount
Revenues	\$14,662,272
Expenses	\$14,603,312
Surplus (deficit)	\$58,960



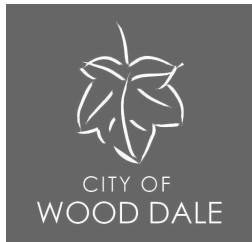
General Fund Summary of Revenues

Category	FY 2019	FY 2020	\$ Increase	% Increase
Taxes	9,694,578	9,914,126	219,548	2.26%
Licenses & Permits	1,221,580	1,290,580	69,000	5.65%
Intergovernmental	4,620	4,620	0	0.00%
Charges for Services	521,500	510,248	(11,252)	-2.16%
Fines, Fees, and Forfeits	804,000	903,150	99,150	12.33%
Investment Income	92,500	110,000	17,500	18.92%
Miscellaneous	825,858	881,548	55,690	6.74%
Interfund Transfers	<u>1,048,000</u>	<u>1,048,000</u>	<u>0</u>	<u>0.00%</u>
Total	14,212,636	14,662,272	449,636	3.16%



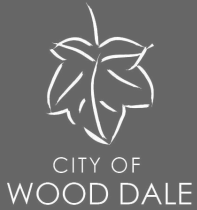
General Fund Revenue Notes

- Increase in Taxes driven by Sales Tax, Property Tax and Use Tax; offset by a decrease in Telecommunications Tax
- Increase in L&P driven by Building Permits
- Decrease in CFS driven by a small reduction in Cable Franchise Fees and Admin Impound
- Increase in FF&F driven by Trax-Guard
- Increase in Miscellaneous driven by employee health contributions, which trends with the cost of health care
- No proposed change to Interfund Transfers



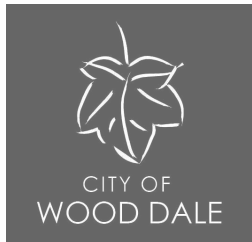
General Fund Summary of Expenses

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	7,712,616	7,998,857	286,240	3.71%
Contractual Services	4,029,100	4,173,082	143,982	3.57%
Commodities	375,850	363,000	(12,850)	-3.42%
Capital Outlay	81,750	105,615	23,865	29.19%
Interfund Transfers	335,000	310,000	(25,000)	-7.46%
Other	<u>1,637,804</u>	<u>1,652,756</u>	<u>14,952</u>	<u>0.91%</u>
Total	14,172,120	14,603,310	431,189	3.04%



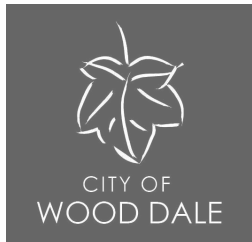
General Fund Expense Notes

- Increase in Contractual driven by the Dispatch contract and health insurance costs
- Decrease in Commodities driven by fuel prices
- Increase in Capital Outlay driven by IT infrastructure
- Decrease in Interfund Transfers related to a slight decrease in the contribution to CERF



Expanded Level Item Summary

- General Fund – 4 green sheets, 0 red sheets
 - Community Development Analyst
 - Skunk Removal Program
 - Additional Brush Collection
 - Maintenance of Clock Tower, Triangle and Potter St
- Road & Bridge Fund – 1 red sheet
 - Street Signs in the industrial park

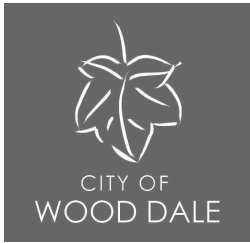


Administration

Responsible for monitoring and guiding programs and activities established by the City Council.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	764,248	731,676	(32,572)	-4.26%
Contractual Services	62,530	63,680	1,150	1.84%
Commodities	3,050	2,800	(250)	-8.20%
Other	<u>26,027</u>	<u>22,250</u>	<u>(3,777)</u>	<u>-14.51%</u>
Total	855,855	820,406	(35,449)	-4.14%

- Decrease in Personnel related to GIS going to part-time
- Decrease in Other related to Legislative conferences and meetings

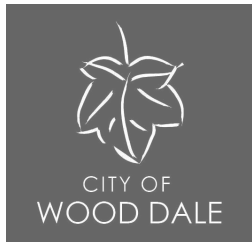


City Clerk

Maintains all documents necessary for the effective administration and operation of municipal government.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	84,269	85,014	745	0.88%
Contractual Services	11,785	15,235	3,450	29.27%
Other	1,000	1,150	150	15.00%
Total	97,054	101,399	4,345	4.48%

- Increase in Contractual related to codifier fees



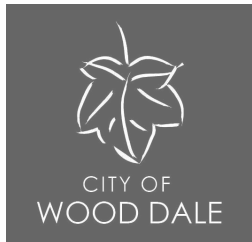
Community Development

Responsible for administering and enforcing the City Building Codes, Property Maintenance, Zoning, and Municipal Code.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel *	634,088	673,382	39,294	6.20%
Contractual Services	182,750	164,000	(18,750)	-10.26%
Commodities	12,000	10,050	(1,950)	-16.25%
Capital Outlay	2,000	1,800	(200)	-10.00%
Other	<u>4,500</u>	<u>5,050</u>	<u>550</u>	<u>12.22%</u>
Total	835,338	854,282	18,944	2.27%

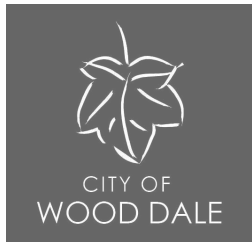
* - Includes expanded level item

- Decrease in Contractual due to property maintenance line item



Community Development Analyst

- This expanded level item accounts for funding to make the CD Intern into a full-time CD Analyst
- Would provide an additional level of succession planning within the department
- Would provide support and assistance to all functional areas
- If not approved, the CD Intern position would remain
- Total funding - \$58,640
 - \$20K would in the budget remain if not approved, \$38,640 would be come out

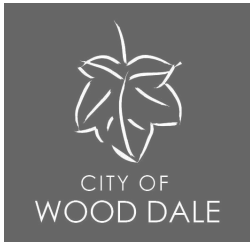


Finance

Responsible for providing stewardship over the financial resources of the City.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	423,051	406,192	(16,859)	-3.99%
Contractual Services	19,775	19,775	0	0.00%
Commodities	2,775	2,150	(625)	-22.52%
Other	<u>2,450</u>	<u>2,450</u>	<u>0</u>	<u>0.00%</u>
Total	448,051	430,567	(17,484)	-3.90%

- Decrease in Commodities related to postage and office supplies

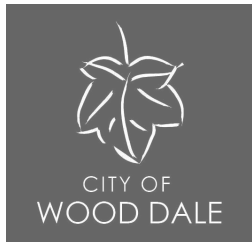


Legal

Provides three different types of legal services: general, labor, and adjudication.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	<u>334,250</u>	<u>366,000</u>	<u>31,750</u>	<u>9.50%</u>
Total	334,250	366,000	31,750	9.50%

- Increase due to higher usage of legal services



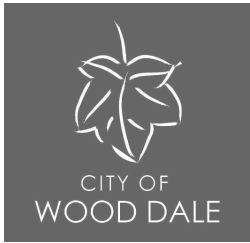
Police Department

Responsible for the protection of life and property within the City.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	4,491,050	4,774,819	283,770	6.32%
Contractual Services *	613,160	677,092	63,932	10.43%
Commodities	152,800	156,100	3,300	2.16%
Capital Outlay	30,400	31,065	665	2.19%
Other	42,000	24,000	(18,000)	-42.86%
Total	5,329,410	5,663,076	333,667	6.26%

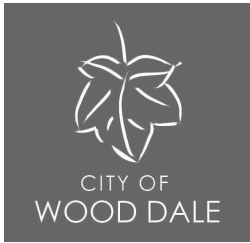
* - Includes expanded level item

- Increase in Contractual related to dispatch contract
- Decrease in Other related to Dist. 7 program



Skunk Removal

- This expanded level item would provide funding for the skunk removal program for the summer of 2019.
- During 2018, City Council approved an experimental skunk removal grant program. At the end of the 2018 summer, Council approved a final distribution of those funds and gave direction that we will examine this program during the next budget process.
- If City Council decides to continue this program, staff would make several recommendations to improve the program and contain costs where possible.
- Total funding - \$8,000

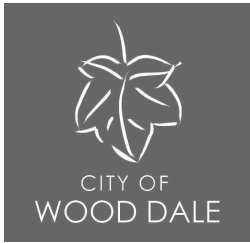


Police & Fire Commission

Oversees the establishment of both promotional and initial hiring civil service list and make conditional offers of employment to entry level police officers.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	4,100	4,850	750	18.29%
Contractual Services	500	1,350	850	170.00%
Other	<u>6,000</u>	<u>9,250</u>	<u>3,250</u>	<u>54.17%</u>
Total	10,600	15,450	4,850	45.75%

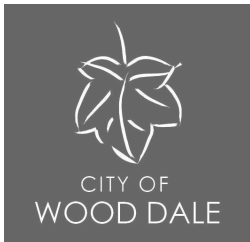
- Increase (all categories) related to the testing and creation of a new officer list



PW Administration

Responsible for the planning, direction, and management of the Public Works Department.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	353,754	353,641	(113)	-0.03%
Contractual Services	79,250	80,750	1,500	1.89%
Commodities	37,300	32,000	(5,300)	-14.21%
Other	10,000	10,050	50	0.50%
Total	480,304	476,441	(3,863)	-0.80%



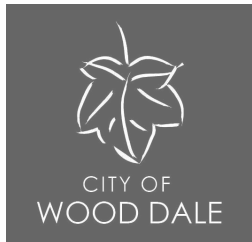
Streets

Responsible for the care of streets, curbs, sidewalks, street lighting, parkway trees, signage, grass, and snow & ice control.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	771,136	782,038	10,902	1.41%
Contractual Services *	296,550	285,500	(11,050)	-3.73%
Commodities	128,250	114,700	(13,550)	-10.57%
Capital Outlay	10,000	15,000	5,000	50.00%
Other	<u>1,250</u>	<u>1,100</u>	<u>(150)</u>	<u>-12.00%</u>
Total	1,207,186	1,198,338	(8,848)	-0.73%

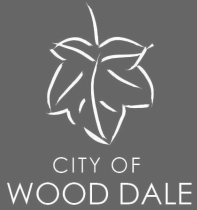
* - Includes 2 expanded level items

- Decrease in Commodities related to Snow & Ice



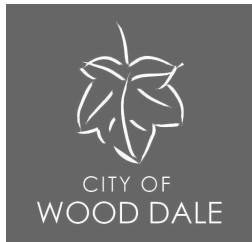
Additional Brush Collection

- This expanded level item would provide for an additional Citywide brush collection.
- Currently our vendor picks up brush six times a year- Early April, Late May, Mid-July, Mid-September, Late October, and Late November.
- We are looking to expand this to include an additional pick up either in June or August to help assist our residents with any brush that accumulates during those periods where there is not a monthly pickup.
- Total funding - \$0
 - \$5,850 for the service
 - Flood Brothers reimburses



Maint. of Clock Tower, Triangle and Potter St.

- This expanded level item would provide funding for a 3rd party to provide services for the above referenced areas of the City.
- This item was discussed in concept at the time these projects were being planned and acknowledged as a project that would be coming forward in the future.
- In order to keep the Clock Tower, Triangle parcel, and the Potter St. Gateway looking in pristine condition staff requests this service be contracted out. The work will be similar to what is done to the existing islands at Wood Dale and Irving but will also include mowing, maintenance of the water feature, fall and spring cleanup, mulching, weekly mowing, biweekly garbage and weed removal, trimming and deadheading of plants, as well as removal of any dead plants.
- Total funding - \$12,000

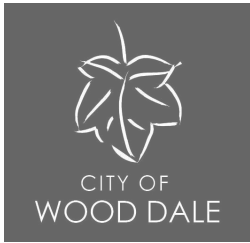


Vehicle Maintenance

Responsible for the preventative maintenance and repair to all City vehicles and equipment.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	186,920	187,245	324	0.17%
Contractual Services	13,550	9,200	(4,350)	-32.10%
Commodities	6,825	6,300	(525)	-7.69%
Capital Outlay	1,250	2,000	750	60.00%
Other	200	100	(100)	-50.00%
Total	208,745	204,845	(3,901)	-1.87%

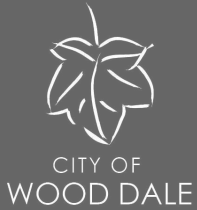
- Decrease in Contractual related to Maint. of Other Equipment and Dues/Subscriptions



Central Services

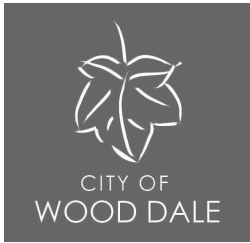
Accounts for General Fund expenditures that are not easily or explicitly assigned to a particular department.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	2,415,000	2,490,500	75,500	3.13%
Commodities	32,850	38,900	6,050	18.42%
Capital Outlay	38,100	55,750	17,650	46.33%
Interfund Transfers	335,000	310,000	(25,000)	-7.46%
Other	<u>1,544,377</u>	<u>1,577,356</u>	<u>32,979</u>	<u>2.14%</u>
Total	4,365,327	4,472,506	107,179	2.46%



Central Services - Notes

- Increase in Contractual largely due to health insurance, offset by a reduction in IT licensing
- Increase in Commodities related to postage and building (City Hall) maintenance
- Increase in Capital related to IT infrastructure
- Decrease in Interfund related to CERF
- Increase in Other related to Police Pension Fund, offset by a reduction in Sales Tax Rebate



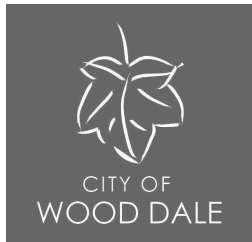
Road and Bridge

Used to support the General Capital Projects, City roadways, signage, striping, and street lights.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	260,000	245,000	(15,000)	-5.77%
Commodities	4,000	3,750	(250)	-6.25%
Interfund Transfers	<u>264,785</u>	<u>0</u>	<u>(264,785)</u>	<u>100.00%</u>
Total	528,785	248,750	(280,035)	-52.96%

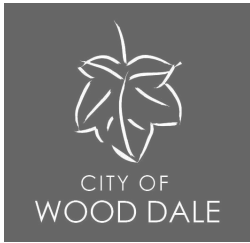
This fund has 1 expanded level item, that is not recommended

- Decrease in Contractual due to pavement striping



Industrial Park Street Signs

- This expanded level item would provide funding for new street signs and poles on the main thoroughfares that go through the industrial park.
 - Primary area(s) of focus would be the South Frontage Road and Foster Ave
- This item has not been recommended for approval due to potential infrastructure changes within the industrial park.
- Total funding - \$12,000
 - Includes all signs (street and stop) and poles

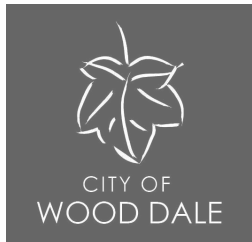


Motor Fuel Tax

Used to pay for the maintenance and improvement of City streets, streetlights, and salt purchases.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	70,000	35,500	(34,500)	-49.29%
Commodities	128,500	155,000	26,500	20.62%
Interfund Transfers	<u>1,400,000</u>	<u>40,000</u>	<u>(1,360,000)</u>	<u>100.00%</u>
Total	1,598,500	230,500	(1,368,000)	-85.58%

- Decrease in Contractual related to road repair, which was moved into the CIP
- Increase in Commodities related to electric utilities (City street lights)

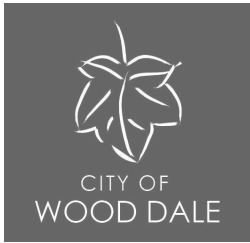


Tourism

Used to promote and account for tourism and special events within the City.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	46,290	43,060	(3,230)	-6.98%
Contractual Services	1,100	2,200	1,100	100.00%
Commodities	0	2,300	2,300	100.00%
Interfund Transfers	350,000	350,000	0	0.00%
Other	<u>551,300</u>	<u>341,100</u>	<u>(210,200)</u>	<u>-38.13%</u>
Total	950,990	738,660	(210,030)	-22.14%

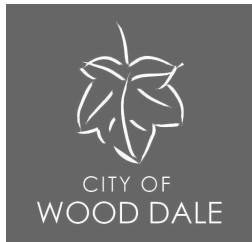
- Increase in Contractual and Commodities related to DAR van
- Decrease in Other related to seasonal decorations and economic development, offset by special events increase
 - Economic development set to \$0 due to video gaming being moved to the Water/Sewer Fund for FY2020 pending further Council direction on funding



Narcotics Forfeiture

Used to account for the deposit of local seizure/forfeited monies associated with narcotics investigations.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Commodities	4,000	2,500	(1,500)	-37.50%
Capital Outlay	<u>600</u>	<u>500</u>	<u>(100)</u>	<u>-16.67%</u>
Total	4,600	3,000	(1,600)	-34.78%

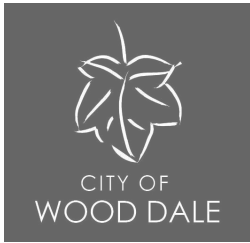


TIF District # 1

This Fund accounts for the revenues and expenses related to TIF District # 1 (Thorndale).

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	750,000	325,000	<u>(425,000)</u>	<u>-56.67%</u>
Capital Outlay	0	900,000	<u>900,000</u>	<u>100.00%</u>
Interfund Transfers	<u>0</u>	<u>535,000</u>	<u>535,000</u>	<u>100.00%</u>
Total	750,000	1,760,000	1,010,000	134.67%

- Previously there had only been Contractual budgeted; however, as the project continues most expense types will be utilized, thus the greater category breakdown this fiscal year

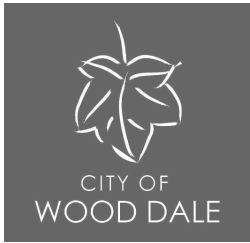


General Capital Projects

Used for the acquisition and construction of capital assets of governmental fund operations.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Capital Outlay	6,139,773	4,622,095	(1,517,678)	-24.72%
Total	6,139,773	4,622,095	(1,517,678)	-24.72%

- Was discussed at the January 10th Committee meeting
- Goldenrod sheet outlines the changes

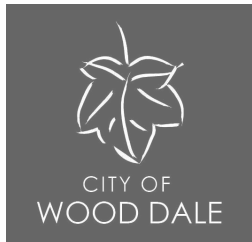


Land Acquisition

Used to account for the land acquisition expenditures of the City.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	4,200	0	(4,200)	-100.00%
Capital Outlay	1,130,000	0	(1,130,000)	-100.00%
Total	1,134,200	0	(1,134,200)	-100.00%

- Currently no expenditures planned, and any change to that would come to the Council

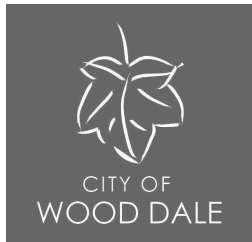


Capital Equipment Replacement Fund

Used to account for the purchase of municipal vehicles.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Capital Outlay	<u>726,500</u>	<u>766,000</u>	<u>39,500</u>	<u>5.44%</u>
Total	726,500	766,000	39,500	5.44%

- Amount budgeted each year depends on the fleet replacement schedule, which is reviewed and updated annually
 - A few vehicles were not purchased in FY2019 and were pushed back to FY2020. This was done based upon a current evaluation of the vehicles (not replacing “just because”) and/or unit availability. Those changes are reflected in the schedule and funding levels.

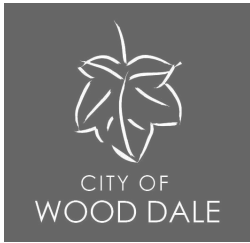


Commuter Parking Lot

Used to account for the operation of the Metra parking lot owned and maintained by the City.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	42,010	44,460	2,450	5.83%
Commodities	23,900	9,250	(14,650)	-61.30%
Interfund Transfers	60,000	60,000	0	0.00%
Other	<u>13,000</u>	<u>13,000</u>	<u>0</u>	<u>0.00%</u>
Total	138,910	126,710	(12,200)	-8.78%

- Increase in Contractual related to building maintenance
- Decrease in Commodities related to building maintenance

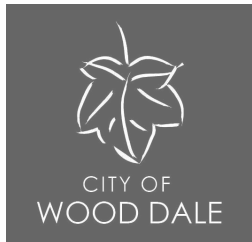


Sanitation

Used to account for sanitation service (scavenger/recycling/yard waste) service provided by an outside vendor to the City.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	787,000	806,820	19,820	2.52%
Interfund Transfers	338,000	338,000	0	0.00%
Other	<u>11,000</u>	<u>9,500</u>	<u>(1,500)</u>	<u>-13.64%</u>
Total	1,136,000	1,154,320	18,320	1.61%

- Increase in Contractual per the contract with Flood Brothers

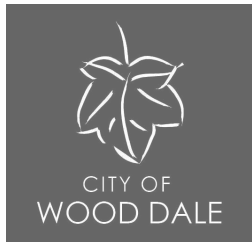


Water/Sewer Capital Projects

Used for the acquisition and construction of capital assets of the Water/Sewer Fund.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Capital Outlay	<u>769,500</u>	<u>2,434,800</u>	<u>1,665,300</u>	<u>216.41%</u>
Total	769,500	2,434,800	1,665,300	216.41%

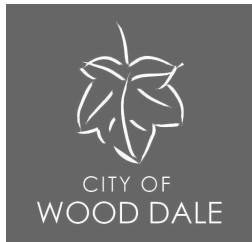
- Was discussed at the January 10th Committee meeting
- A discussion on projects will need to be had based upon current available funding for projects



Water/Sewer Fund Summary of Revenues

Category	FY 2019	FY 2020	\$ Increase	% Increase
Charges for Services	8,190,000	8,241,000	51,000	0.62%
Investment Income	11,000	12,000	1,000	9.09%
Miscellaneous	293,250	352,500	59,250	20.20%
Nonoperating Revenues	<u>237,580</u>	<u>360,000</u>	<u>122,420</u>	<u>51.53%</u>
Total	8,731,830	8,965,500	233,670	2.68%

- Increase in Miscellaneous related to late penalties
- Increase in Nonoperating related to video gaming

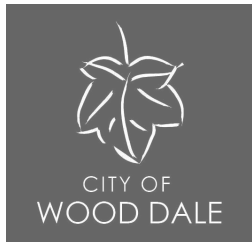


Water/Sewer Fund Operating Expenses

Used to account for all operations of the Water and Sewer utility services provided by the City.

Division	FY 2019	FY 2020	\$ Increase	% Increase
Utilities	3,366,333	3,349,015	(17,318)	-0.51%
Wastewater	2,119,959	2,000,205	(119,754)	-5.65%
Plant Maint.	0	0	0	0.00%
Storm Sewer	0	0	0	0.00%
Total	5,486,292	5,349,220	(137,072)	-2.50%

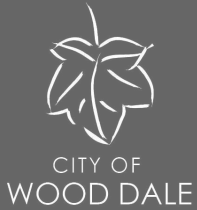
- Plant Maintenance and Storm Sewer were rolled in Wastewater and Utilities, respectively, last Fiscal year.
- Utilities and Wastewater decreases related to changes in personnel category



Utilities

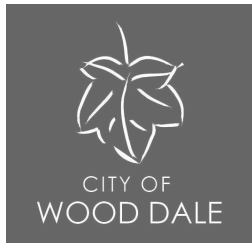
Used to account operation and repair on all potable water, storm sewer, and sanitary conveyance systems within the City.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	1,004,188	983,465	(20,723)	-2.06%
Contractual Services	123,895	121,450	(2,445)	-1.97%
Commodities	2,222,500	2,223,100	600	0.03%
Capital Outlay	0	8,000	8,000	0.00%
Debt Service	0	0	0	0.00%
Interfund Transfers	450,000	950,000	500,000	111.11%
Other	<u>650,750</u>	<u>631,000</u>	<u>(19,750)</u>	<u>-3.03%</u>
Total	4,451,333	4,917,015	465,682	10.46%



Utilities - Notes

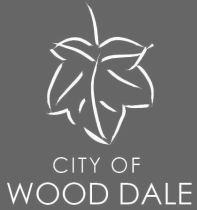
- Increase in Capital Outlay related to other equipment
- Increase in Interfund related to the transfer to Water Capital
- Decrease in Other related to depreciation and credit card processing fees



Wastewater - Summary

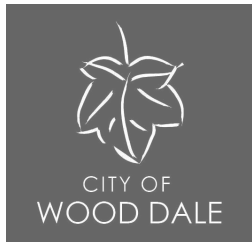
Used to account for the operations of the City's two treatment plants, to ensure environmental compliance.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	1,269,159	1,068,805	(200,354)	-15.79%
Contractual Services	526,450	573,700	47,250	8.98%
Commodities	320,350	354,000	33,650	10.50%
Principal Payments	1,367,072	1,405,438	38,366	2.81%
Capital Outlay	1,000	1,000	0	0.00%
Interest Payments	585,807	559,040	(26,767)	-4.57%
Interfund Transfers	464,150	450,000	(14,150)	-3.05%
Other	638,000	620,700	(17,300)	-2.71%
Total	5,171,988	5,032,683	(139,305)	-2.69%



Wastewater - Notes

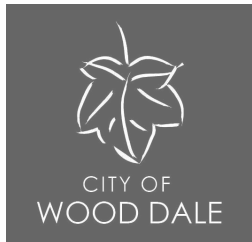
- Increase in Contractual related to WTPP Regulatory Compliance (formerly titled industrial pretreatment)
- Increase in Commodities related to maintenance of plant equipment and electric utilities
- Principal & Interest payments are like a teeter-totter, as one goes up, the other goes down
- Decrease in Other related to depreciation



Plant Maintenance

Division moved to the Wastewater Division beginning in FY 2019

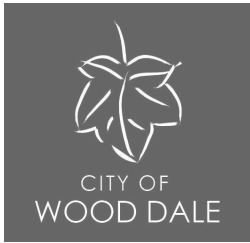
Category	FY 2019	FY 2020	\$ Increase	% Increase
Personnel	0	0	0	0.00%
Contractual Services	0	0	0	0.00%
Commodities	0	0	0	0.00%
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Total	0	0	0	0.00%



Storm Sewer

Division moved to the Utilities Division beginning in FY 2019

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	0	0	0	0.00%
Commodities	0	0	0	0.00%
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Total	0	0	0	0.00%

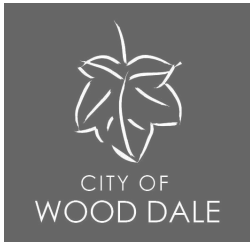


Police Pension

Used to account for pensions paid for police officers, and contributions from participants and property taxes.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Contractual Services	150,000	120,000	(30,000)	-20.00%
Other	<u>1,645,000</u>	<u>2,002,000</u>	<u>357,000</u>	<u>21.70%</u>
Total	1,795,000	2,122,000	327,000	18.22%

- Decrease in Contractual related to investment expense
- Increase in Other related to benefit payments

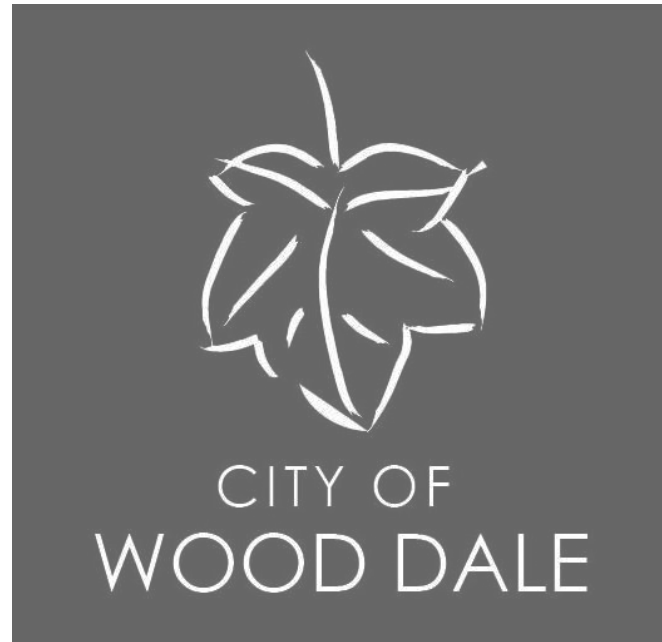


Special Service Area

Used to account for bond proceeds, construction costs, and subsequent property tax levy collections.

Category	FY 2019	FY 2020	\$ Increase	% Increase
Principal Payments	561,100	566,700	5,600	1.00%
Interest Payments	<u>114,034</u>	<u>99,662</u>	<u>(14,372)</u>	<u>-12.60%</u>
Total	675,134	666,362	(8,772)	-1.30%

- Currently this Fund operates as a debt service fund, as there are no ongoing projects related SSA funding



THANK YOU



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ANNUAL BUDGET

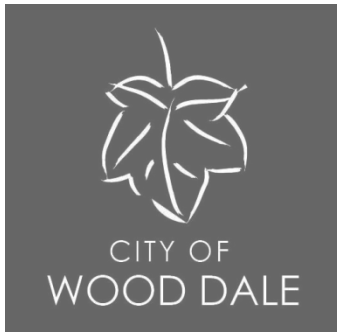
FISCAL YEAR: MAY 1, 2019-APRIL 30, 2020



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TO: Mayor and City Council
FROM: Jeff Mermuys, City Manager and Brad Wilson, Finance Director
DATE: February 15, 2019
RE: Letter of Transmittal – FY 2019 - 2020 Proposed Budget

We are pleased to present to you the FY 2019 - 2020 proposed budget for the City of Wood Dale. The budget incorporates the total program of City expenditures and supporting revenues for the coming year, and maintains the City's operating reserves at more than their minimum recommended levels. The operating and capital budgets contained herein have been prepared in accordance with Illinois Statutes, the City Code, and generally accepted accounting principles.

The budget is a comprehensive document containing detailed revenues and expenditures for all funds operated by the City. Details of the budget can be found in the pages immediately following this budget message.

The annual budget is prepared under the direction of the City Manager. Each department head formulates that segment of the budget related to his or her department, presents it to the City Manager and Finance Director, and then makes revisions as necessary. After revenue and expenditure estimates are finalized, the full draft budget is then given to the Mayor and City Council for review and comment. If necessary, further revisions are made. Finally, the recommended budget is offered for public comment and subsequent adoption by the City Council.

BUDGET PROCESS

The City's budget is prepared using a "target-based" approach. There are three main reasons for using this process: first, to identify and eliminate unnecessary or duplicative costs in the budget, second, to provide elected officials with a variety of program and service options, and third, to consciously reevaluate the benefits of funding particular service requests.

The target-based budget has two primary components: 1) a "target level" budget which finances a basic level of municipal services; and 2) an unspecified number of incremental expenditure requests called "service levels". Each service level is a separate and autonomous set of expenditures required to provide a particular service or to fund a particular program, project or piece of equipment, and represents an additional level of service that a department can provide.

The following steps were employed in the development of the budget:

- 1) A "Target Level" expenditure base was established for all departments funded by the General Fund. The "Target Level" was defined as the amount necessary to provide the same level of service as last year, with no new programs, staff, or one-time capital outlays. The "Target Level" is derived from estimated revenues (item 4); however the operating departments are not made aware of these assumptions until after they have submitted their baseline budget.
- 2) The department heads, if they wished, also prepared additional service level requests. If service levels or programs were reduced at the target level, those reductions were identified, as well as, their impacts on the department and the residents of Wood Dale.
- 3) The department head ranked service level requests in priority order. The restoration of current services generally - though not always - received a higher priority than requests for enhanced services. Each department's Target Level request was automatically included in the budget as the highest priority.
- 4) General Fund revenues were estimated and the budget was finalized by funding the service level requests that, in the City Manager's opinion, were of the highest priority within our revenue constraints.
- 5) Budgets were also prepared for all special revenue, internal, debt service, enterprise, and capital project funds.

BUDGET OVERVIEW

GENERAL FUND

PROPOSED REVENUES

The FY 2019 - 2020 General Fund budget is based upon projected revenues from taxes, fees, and other sources totaling \$14,662,272 (including interfund transfers). This represents an increase of \$449,636 or 3.16%, versus the FY 2019 budget. Relative to FY 2019 projections, this is an increase of \$604,349, or 4.30%. Major categories of City revenue are described in greater detail in the Major Revenues section.

Category	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
Taxes	9,694,578	9,641,992	9,914,126
Licenses & Permits	1,221,580	1,182,348	1,290,580
Intergovernmental	4,620	4,620	4,620
Charges for Services	521,500	565,805	510,248
Fines, Fees, Forfeits	804,000	844,000	903,150
Investment Income	92,500	93,918	110,000
Miscellaneous	825,858	877,241	881,548
Interfund Transfers	1,048,000	848,000	1,048,000
Total	14,212,636	14,057,924	14,662,272

PROPOSED EXPENDITURES

FY 2020 expenditures in the General Fund reflect general operations of the City and total \$14,603,310 including interfund transfers. This represents an increase of \$431,189, or 3.04%, compared to the FY 2019 budget expenditures.

Category	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
Personnel	7,712,616	7,447,981	7,998,857
Contractual Services	4,029,100	4,159,936	4,173,082
Commodities	375,850	324,356	363,000
Capital Outlay	81,750	78,757	105,615
Interfund Transfers	335,000	335,000	310,000
Other	1,637,804	1,500,747	1,652,756
Total	14,172,120	13,846,777	14,603,310

CHANGE IN FUND BALANCE

The proposed General Fund Budget has a surplus of \$58,960. While this may be a modest surplus, it does speak to the dedication of City Staff and its Elected Officials to make tough choices in order to achieve a balanced budget.

Even before accounting for this surplus, the General Fund reserve remains healthy. Overall, the General Fund budget is projected to end FY 2020 with a fund balance, as a percentage of total operating expenditures (excluding transfers), of 60.11% or just over 7 months. This is down slightly from the 60.44%, of total operating expenditures at the end of FY 2019 as budgeted. The City Council's conservative approach to spending, and willingness to make tough decisions when the situation dictates, has enabled the City to use fund balance for what it was intended: to make up the gaps between revenues and expenditures in years when the economy is not strong, or complete/partake in projects that will enhance the City as a whole.

CHALLENGES

The General Fund has a modest surplus. Due to many tough decisions and structural changes made to the General Fund over the past number of fiscal years, coupled with a few increasing revenue sources, the construction of the FY 2020 budget was on par with the construction of the FY 2015 – FY 2019 budgets. The increase in the contribution to the Police Pension Fund included in the FY 2020 is slightly more than \$123,000 over the FY 2019 budget; the previous year over year increase was approximately \$120,000 as well.

Beginning with the FY 2015 budget, the Tourism Fund will be doing a reimbursement transfer just like the Metra, Sanitation, and Water/Sewer Funds. In the FY 2016 budget, this amount increased due to the anticipation of higher costs to manage the Prairie Fest; the amount was increased in the FY 2019 budget.

There are no service reductions in the proposed FY 2020 budget. The service increases/enhancements proposed in previous budgets remain in the FY 2020 budget. That being said, there were no major modifications or structural changes made in order to achieve a balanced budget.

Revenue Modifications

The General Fund budget has no new revenue streams in it this fiscal year, however a number of revenues are now better known for budgeting purposes, some existing revenues continue to expand at a moderate pace, and some will see a temporary dip due to external forces outside of the City's control.

- 1) The Trax-Guard (railroad crossing) finally come back on-line (in both directions) for FY 2019 after being out of service for most of FY 2017 and 2018. Also, before FY 2017 it was only capturing violations in one direction, whereas currently is capturing both directions. This has led to the generation of higher revenues than before.
- 2) Building Permit revenue continues to be very strong, based upon the improving economy leading to larger scale projects, specifically within in the industrial park.
- 3) Due to the now recovering economy, and a stable existing business base with additional businesses in place or moving in soon, the City was able to increase its Sales Tax number in the FY 2020 budget flat relative to the FY 2019 budget.
- 4) The City's Telecommunication Tax revenue is down more than \$150,000 when compared the FY 2017 actual number, and down roughly the same amount on a budgeted basis year over year. This revenue stream has seen steady declines over the past 5 years following many years of steady increases. Changes to pricing and "bundles" have led to collection issues related to this tax. IGFOA and other groups are attempting to work with IDOR to modernize the language related to this tax.

Expenditure Modifications

The only major increases on the expenditure side of the ledger were related to personnel and the aforementioned increase in the contribution to the Police Pension Fund. There were a few significant savings (in addition to the overall reductions referenced in the previous section) that helped mitigate these increases.

- 1) All 5 operating divisions within Public Works showing a decrease.
- 2) An increase in general legal fees due to increased usage.
- 3) An increase in PD salaries due to the department being fully staffed for the first time in a couple of budget cycles.
- 4) An increase of around 8% in aggregate for the City's health care costs.
- 5) A decrease in the City's IMRF rate of 0.208%.
- 6) Increase in salaries in accordance to current agreements and/or polices. There are no expiring contracts during this budget cycle.

Summary

The challenges faced during the construction of this year's budget were not dissimilar from previous years. The changes that were implemented over the few years and those included in this year's budget might not be the most popular, they were done to address the core issue(s) that were being presented. Staff feels that these changes were necessary to structurally fix the General Fund to help ensure its long-term viability. Entering into the sixth year after some of the changes were implemented, they seem to be working well and accomplishing what they were intended to.

SPECIAL REVENUE FUNDS

The City faced no significant challenges when preparing the budgets for the Special Revenue Funds. Below are some highlights of each fund:

Road & Bridge: Continue to do City signage, roadway striping, patching due to utility restorations, and certain gas lights within town.

Motor Fuel Tax: Continue to perform street light maintenance, pay for City street lights, and the purchase of salt. This year includes a transfer to the Capital Improvement Fund for costs associated with the final payment for the Wood Dale and Irving Park Road intersection project.

Tourism: Continue to fund the annual Prairie Fest, Dial-A-Ride, Streetscape, Convention Bureau contribution, and other projects to promote the City. There is one expanded level item for a new holiday decorations for the new lights along Wood Dale and Irving Park Roads. The transfer to the General Fund has been increased to account for some of the costs associated with the new Marketing and Special Events Manager.

Narcotic Forfeiture: Continue to support the City's K-9 unit. There are no new projects or additional items for the Narcotic Fund this budget year.

CAPITAL PROJECT FUNDS

The City faced no significant challenges when preparing the budgets for the Capital Project Funds. Below are some highlights of each fund:

General Capital Projects Fund: The budget for this Fund is a function of the 5-year CIP that the City prepares and reviews annually in January. This year the CIP calls for projects that are approximately \$800 thousand greater than revenues. Total projects programmed for this Fund is just over \$4.6 million.

Land Acquisition Fund: There are currently planned expenditures out of this Fund for FY 2020 as presented, however that could change as the fiscal year progresses. Any land acquisition would be contingent upon appraisals and Council approval.

INTERNAL SERVICE FUNDS

The City faced no significant challenges when preparing the budgets for the Internal Service Fund. Below are some highlights of each fund:

Capital Equipment Replacement Fund: The Capital Equipment Replacement Fund (CERF) was created in the FY 2016 budget. The fund will serve as a sinking fund for all Cities vehicle replacements. While operating within the ERF structure, the City did a “pay as you go” replacement method, which while functional, led to wide swings from year to year in the required funding levels. These swings made consistent funding of the program a challenge. Under the CERF method, the City takes a certain percentage of future year costs and funds them today, which allows for a more normalized (smoothed) funding requirement, but also the flexibility to move a vehicle up or back a year without needed excess or emergency funds. The first of the program is the costliest year, and by year 3 or 4 the funding will normalize. As presented within this budget, the fourth year has flattened out nicely. We do expect an increase in future years to due the funding requirements of the plow truck replacements.

ENTERPRISE FUNDS

The City faced no significant challenges when preparing the budgets for the Enterprise Funds. Below are some highlights of each fund:

Commuter Parking Lot: Continue to maintain the depot station and parking lot. The FY 2020 budget includes money for maintenance and general upkeep of the depot station and parking lot. Also, included is the sixth payment to the General Fund for the money used to reconstruct the parking lot in FY 2013, via an increase in the interfund transfer amount.

Sanitation: Continue to provide, via Flood Brothers, refuse, recycling, and yard waste collection services to the residents. This will be the third year with Flood Brothers, as they were awarded a 5 year contract after a competitive bid process. As with Republic Services, Flood Brothers will maintain ownership of all of the garbage and recycling carts, effectively making this Fund money in, money out. The only additional line in this Fund is for the “Wood Dale for a Greener Tomorrow” committee.

Water/Sewer Capital Projects: The budget for this Fund is a function of the 5-year CIP that the City prepares and reviews annually in January. This year the CIP calls for projects that have an estimated cost just over \$2.4 million as presented. The funding source for this Fund is the Water/Sewer Fund.

Water/Sewer Fund: Continue to deliver potable water via the DuPage Water Commission, and treat the discharge via the City’s wastewater treatment plant. This budget includes a transfer to the Capital Projects Fund of \$750,000. Rates are currently structured to cover the debt service for the treatment plant project. That being said, water or sewer rates will need to continue to be increased in the coming years to pay for increased capital needs that will be necessary to properly maintain the system.

TRUST/AGENCY FUNDS

The City faced no significant challenges when preparing the budgets for the Trust/Agency Funds.

The Police Pension Fund is the investment account for the Police Pension. Funding levels are set by actuarial study and are analyzed every year. While the City reports and budgets for this Fund, the assets themselves are not available for use by the City.

The Special Service Area Fund currently acts more like a debt service fund as all of the construction associated with the open SSAs (11, 12, 13, and 14) is complete. The City refinanced the debt of SSAs 12, 13 and 14 during FY 2015, lowering the annual payments and shortening the life of the bonds by 2 years. Currently, all that flows through this fund is property tax receipts and the subsequent principal and interest payments associated with the bonds for those service areas.

PERSONNEL

The FY 2020 budget, as presented, when compared to the FY 2019 budget, shows an increase in 1 to the full time employee count which is offset by a decrease of 1 part-time employee.

SHORT TERM

The City of Wood Dale, like the majority of other communities across the nation, is faced with slowly increasing revenues and increasing expenses. That being said, the City takes a very conservative approach to revenue assumptions each year and a very realistic approach to the costs associated with providing the services the residents normally receive. Revenues that adjusted were only done so after much deliberation and consideration for the potential ramifications should these proposed numbers become over/understated by any sizable amount.

While this is true, staff and the Council have made a conscience effort this year to cut unnecessary items out of the budget, not to expand service except those that are deemed to be vital such as public safety, and be proactive in noticing trends in either direction that may have an impact on the financial health of the City.

Excluding expanded level items, 6 of the 11 departments/divisions within the General Fund would have shown a budgetary decrease in FY 2020 versus FY 2019.

With a slight uptick in revenues and well measured increases in expenses, the short term looks to be reasonably well off. However, considering current geopolitical environment and the potential cost impacts associated with the fallout of certain decisions currently being made, the City is mindful not to get too ahead of itself.

LONG TERM

Overview: The City of Wood Dale is dedicated to long-term financial planning, and prepares and updates detailed operational and capital budgets annually.

Due to the property tax cap and the City's increasing reliance on sales taxes, the City Council will continue to consider various opportunities to increase the sales taxes collected, including strategies to attract and retain retail businesses. Also, the City Council will continue to consider alternative financing strategies, including special service area and tax increment financing.

A referendum question was placed on the November 6, 2006 ballot to increase the sales tax for non-home rule communities to 1% in Wood Dale. The referendum was successful and the sales tax was imposed beginning July 1, 2007. This additional revenue has gone a long way to helping the City maintain and, in some cases, improve its infrastructure, in order to, provide a safe environment for its residents.

Future Issues: While the City is currently in good shape financially, there are a number of items that are going to have a significant impact on the City and its residents in the long term.

1) Structural issues within the General Fund

Staff feels that in addition to the changes it made four years ago to the General Fund, along with the changes in last number of budgets, the General Fund is in a good structural situation currently. That is not to say, however, that it will not be looked at very carefully over the coming months and years to ensure that the changes that were made were effective and still beneficial to the Fund. At such a time that these changes no longer accomplish the task at hand, they will be reviewed and adjusted accordingly. With the General Fund being the main operating Fund for the City, it is imperative that it is healthy and viable in the long run.

2) Wastewater Treatment Plant

The City's current Wastewater Treatment Plant was last upgraded in 1986, and the process of modernizing it was completed during FY 2016. The project modernized the plant to meet both current and expected future IEPA standards. This project does not increase the plants capacity above its current 1.97 MDG level.

In order to pay for this project, the City issued \$9,995,000 in G.O. Alternate Revenue Bonds in February of 2012 to fund the first phase of the project. The second phase is being covered by a low interest loan from the State (IEPA). Since this is a facility within the Water/Sewer Fund, an increase in sewer rates will be needed to cover the debt service of both the bonds and the low interest loan. The rate increase has been smoothed in over a number of years, but is still not fully in place yet. Rates are currently set to cover the existing debt service payments, however further increases are needed to restore capital spending and to build up a cash reserve within the Fund.

That being said, the rate model is constantly being monitored with new buildings coming online within the City that could potentially have an impact on usage and future revenues.

3) *Aging water and sewer infrastructure*

A large portion of the City's water and sewer mains are between 45 and 65 years old. The standard life cycle for these mains (more so for the water mains as they have constant pressure on them, whereas the sewer mains are usually gravity based) is between 50 to 75 years.

Based upon the age of the mains and their expected useful life, the City is entering a period where there is the very real prospect of having to replace a large portion of its underground infrastructure in a short period of time, which will not be cheap.

Depending on the actual condition of the mains (currently under review) and when they need to be replaced will determine how the City will pay for these replacements. As with the treatment plant, rate increase(s), grants, or bonds may be needed.

4) *Thorndale Corridor/Western Access to O'Hare International Airport*

Construction on the new Illinois 390 within Wood Dale was completed during FY 2018. The remainder of the 390 project (the portion outside of Wood Dale) is anticipated to be completed during FY 2020.

Wood Dale is uniquely prepared to take advantage of this new expressway. The City completed a Master Plan for the Thorndale Corridor redevelopment and has established a TIF district with a budget of just over 93 million to facilitate the transformation of this area.

5) *Landlocked*

Aside from the aforementioned Thorndale Corridor, the City itself is landlocked and virtually completely built-out. Aside from teardowns or remodels, there is very little "green space" for new construction. That being said, generating additional revenues will be a constant challenge, as will finding the occupants for the existing structures.

Staff is constantly working to promote the City in an effort to attract high quality businesses to town. Between staff's best efforts and the potential Thorndale Corridor, the City is optimistic it can achieve that goal.

6) *Non-Home Rule Status*

The City is a Non-Home Rule community as defined by the Illinois Constitution, Article VII, Section 6(a). This section provides for how a local governmental entity gains Home Rule status; those that do not qualify are deemed Non-Home Rule.

This Non-Home Rule status limits the City in what it can do statutorily. In fact, the Non-Home Rule status is a general principle of statutory construction similar to “Dillon’s Rule.” This is based upon the book entitled *Municipal Corporations* in 1872 by John Forrest Dillon, who was a federal judge at the time. In it, it states that “municipalities only have the powers that are expressly granted to them.” The Illinois Constitution grants Home Rule communities the same powers as the State itself, whereas the Non-Home Rule communities only have those granted to them by the State Constitution and/or the Illinois Compiled Statutes.

Based upon the restrictions placed upon a Non-Home Rule community, the generating of new revenues can be very challenging. There are a number of cases where a Home Rule community can charge/impose a certain fee or tax, whereas as a Non-Home Rule community cannot because it is not granted the ability to do so.

This inability to create new revenues, along with the limitations placed upon Non-Home Rule communities by the PTELL pose a constant struggle and requires us to be more mindful of how we budget and spend scarce resources.

FY 2020 PROGNOSIS

The City of Wood Dale is in a period of some fiscal growth, despite certain revenue streams declining. The decline in these revenue streams are generally beyond our control, which makes managing and estimating them important. These declining revenues are offset by a few newer and recovering revenue streams. All of that is against the backdrop of increasing personnel costs (mainly caused by mandated increases via our labor contracts, health insurance premiums, and contributions to the Police Pension Fund), an economic recovery that while beneficial can end at any time, and the impact of the property tax cap. While things are improving in many areas, there are still areas that we are watching closely. That being said, the fiscal health of the City is in better shape than some of the neighboring communities, due to our healthy General Fund balance and bond rating. With the completion of the I-390 project, Wood Dale and Irving Park intersection project and other Council initiatives, there is great opportunity for the City, and this budget (and future budgets) will be constructed in an effort to maximize those opportunities.

In closing, we would like to express our appreciation to the members of the City staff who worked long hours to identify departmental needs and to prepare budget proposals based upon these needs. Special thanks go to the members of the Finance Department, who put the attached document together in a timely and highly professional fashion.

Number of Full time and Part Time Employees per Department

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
General Fund									
Administration									
Full time	3.75	3.45	4.45	5.00	4.00	4.00	4.00	6.00	5.00
Part time *	10.00	10.00	10.00	11.00	10.00	10.00	10.00	10.00	11.00
Total fte	<u>8.75</u>	<u>8.45</u>	<u>9.45</u>	<u>10.33</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>11.00</u>	<u>10.50</u>
Clerk									
Full time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Part time **	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total fte	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>
Community Development									
Full time	5.75	5.75	5.75	6.00	7.00	9.00	9.00	8.00	7.00
Part time	0.00	0.00	1.00	2.00	2.00	2.00	3.00	3.00	2.00
Total fte	<u>5.75</u>	<u>5.75</u>	<u>6.25</u>	<u>6.60</u>	<u>7.60</u>	<u>9.60</u>	<u>10.25</u>	<u>9.25</u>	<u>7.75</u>
Finance									
Full time	3.00	3.00	3.00	3.00	4.00	4.00	4.00	4.00	4.00
Part time	0.00	1.00	1.00	2.00	1.00	1.00	1.00	1.00	1.00
Total fte	<u>3.00</u>	<u>3.25</u>	<u>3.25</u>	<u>3.75</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>
Police									
Full time	52.00	52.00	51.00	51.00	50.00	44.00	44.00	44.00	45.00
Part time	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00
Total fte	<u>55.45</u>	<u>55.45</u>	<u>54.45</u>	<u>54.45</u>	<u>53.45</u>	<u>47.45</u>	<u>47.45</u>	<u>47.45</u>	<u>48.45</u>
Board of Fire & Police Commission									
Full time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Part time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total fte	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Public Works Administration									
Full time	2.00	2.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00
Part time	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Total fte	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Streets Division									
Full time	7.00	7.00	7.00	8.00	8.00	8.00	8.00	8.00	8.00
Part time	3.00	3.00	3.00	4.00	4.00	4.00	4.00	4.00	4.00
Total fte	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>9.33</u>	<u>9.33</u>	<u>9.33</u>	<u>9.33</u>	<u>9.33</u>	<u>9.33</u>
Vehicle Maintenance Division									
Full time	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Part time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total fte	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total General full time	76.50	76.20	76.20	79.00	79.00	75.00	75.00	76.00	75.00
Total General part time	31.00	32.00	33.00	36.00	34.00	34.00	35.00	35.00	35.00
Total General fte	<u>86.80</u>	<u>86.75</u>	<u>87.25</u>	<u>91.06</u>	<u>90.23</u>	<u>86.23</u>	<u>86.88</u>	<u>87.88</u>	<u>86.88</u>

* Includes Mayor, Treasurer, and 8 Alderman

** City Clerk

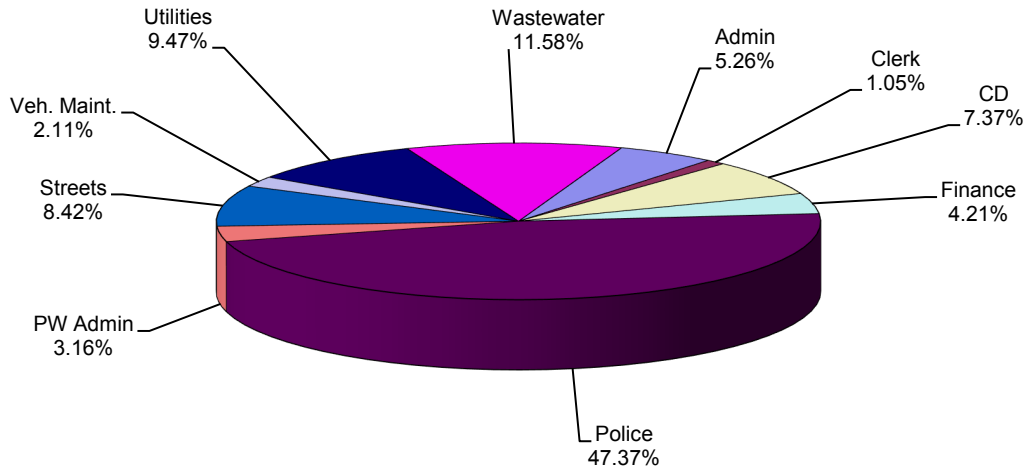
Number of Full time and Part Time Employees per Department

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Tourism Fund									
Tourism									
Full time	0.50	0.80	0.80	0.00	0.00	0.00	0.00	0.00	0.00
Part time	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Total fte	<u>1.50</u>	<u>1.55</u>	<u>1.55</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Tourism full time	0.50	0.80	0.80	0.00	0.00	0.00	0.00	0.00	0.00
Total Tourism part time	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Total Tourism fte	1.50	1.55	1.55	0.75	0.75	0.75	0.75	0.75	0.75
Water/Sewer Fund									
Public Utilities Division									
Full time	10.00	10.00	10.00	9.00	10.00	10.00	10.00	9.00	9.00
Part time	3.00	3.00	1.00	1.00	0.00	0.00	0.00	1.00	1.00
Total fte	<u>10.75</u>	<u>10.75</u>	<u>10.25</u>	<u>9.25</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>9.50</u>	<u>9.50</u>
Wastewater Division									
Full time	7.00	7.00	7.00	7.00	7.00	7.00	7.00	11.00	11.00
Part time	2.00	2.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Total fte	<u>7.50</u>	<u>7.50</u>	<u>7.00</u>	<u>7.00</u>	<u>7.50</u>	<u>7.50</u>	<u>7.50</u>	<u>11.50</u>	<u>11.50</u>
Maintenance Division									
Full time	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00	0.00
Part time	2.00	2.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Total fte	<u>4.50</u>	<u>4.50</u>	<u>4.25</u>	<u>4.25</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>0.00</u>	<u>0.00</u>
Total Water/Sewer full time	21.00	21.00	21.00	20.00	21.00	21.00	21.00	20.00	20.00
Total Water/Sewer part time	7.00	7.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00
Total Water/Sewer fte	22.75	22.75	21.50	20.50	21.50	21.50	21.50	21.00	21.00
Grand total full time	98.00	98.00	98.00	99.00	100.00	96.00	96.00	96.00	95.00
Grand total part time	40.00	41.00	37.00	40.00	37.00	37.00	38.00	39.00	39.00
Grand total fte	111.05	111.05	110.30	112.31	112.48	108.48	109.13	109.63	108.63

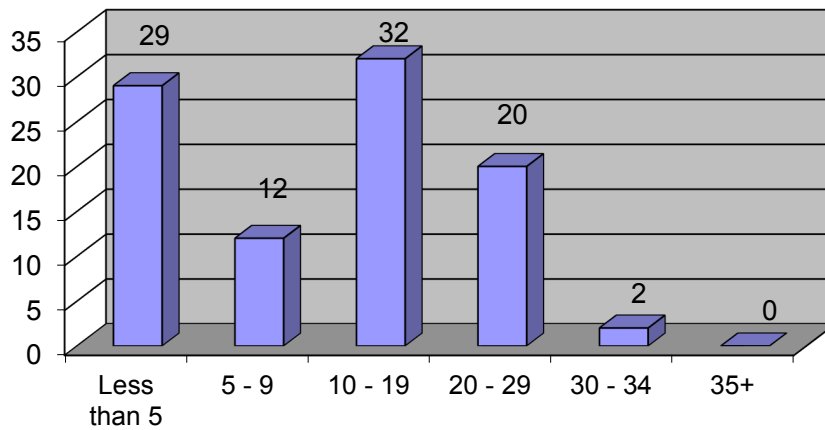
Summary of Employees by Position

Position	Employees	Position	Employees
Full time		Part time	
Accounting Manager	1	Alderman	8
Assistant Community Dev. Director	1	Board of Fire & Police secretary	1
Assistant PW Director - Public Service	1	City Clerk	1
Assistant PW Director - Env. Services	1	Code Enforcement Seasonal	1
Building Administrator	1	Dial-A-Ride	2
City Manager	1	Finance Intern	1
Communications Supervisor	1	GIS Analyst	1
Community Development Analyst	1	Housing & Zoning Inspector	1
Community Development Director	1	Mayor	1
Community Service Officers	4	Pool Crossing Guards	12
Construction/Development Coordinator	1	Public Works Seasonal	6
Crew Leader	4	School Crossing Guards	3
Deputy Clerk	1	Treasurer	1
Deputy Police Chief	2		
Director of Public Works	1	Total part time	39
Equipment Mechanic	2		
Executive Assistant	5		
Finance Director	1		
Fiscal Assistant 3	1		
Heavy Equipment Operator	3		
IT Manager	1		
Lab Technician	1		
Maintenance Worker 1	4		
Maintenance Worker 2	9		
Management Analyst	1		
Marketing & Special Events Manager	1		
Permit Technician	1		
Planner	1		
Planning & Research Analyst	1		
Plant Mechanic	0		
Police Chief	1		
Police Officer	27		
Records Specialist	1		
Records Specialist 2	2		
Senior Equipment Mechanic	0		
Senior Heavy Equipment Operator	1		
Senior Plant Mechanic	0		
Sergeant	5		
Treatment Plant Operator	2		
Utilities Supervisor	0		
Wastewater Supervisor	0		
Water/Wastewater Clerical	1		
Water System Operator	1		
Total full time	95		

FY 2019 Employee Allocation (%) By Department

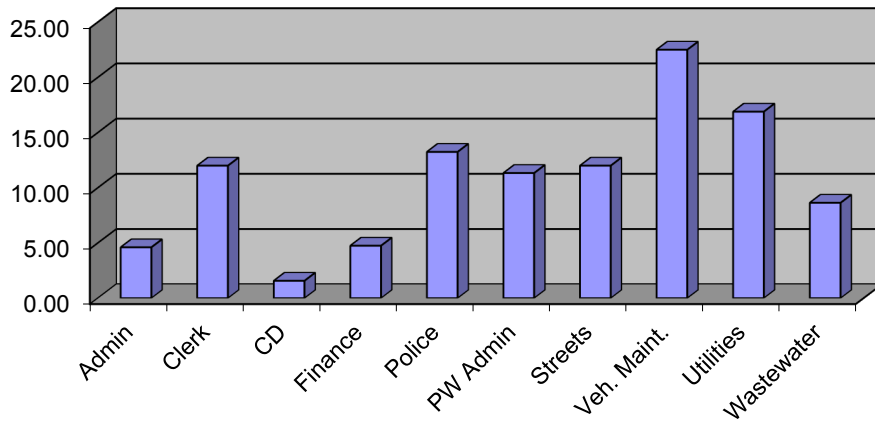


Years of Service - Current Full Time Employees



Years of Service - Current Full Time Employees, By Department

	Employees	Total Years of Service	Average years per employee
Administration	5	23	4.60
City Clerk	1	12	12.00
Community Development	7	11	1.57
Finance	4	19	4.75
Police	45	596	13.24
PW Administration	3	34	11.33
Streets	8	96	12.00
Vehicle Maintenance	2	45	22.50
Utilities	9	152	16.89
Wastewater	11	95	8.64
Grand Total	<u>95</u>	<u>1083</u>	<u>11.40</u>



Strategic Plan

In the summer of 2011, the City launched a strategic planning process, which was to cover a two year period. Accordingly, the plan was updated in 2013, 2015 and most recently in 2017. The most recent iteration of the plan will cover FY 2019 – FY 2020. With input and support from Elected Officials and City Staff, we identified what we do separately in our specialized areas of departmental focus and incorporated our major initiatives into one document that captures the big picture, all under the umbrella of one shared, strategic vision.

The plan is designed to capture our most significant goals and objectives and the actions we will implement to address the needs of residents, businesses, and visitors. The purpose of public sector strategic planning is to establish long-term goals, annual objectives, and detailed actions that address issues related to performance, productivity, community and personal well-being, and required statutory services. The focus must be, first, on identifying the most critical issues affecting the community and, second, on seeking the most effective and efficient means to address them.

After reviewing the ideas and feedback provided during the strategic planning process, a clear recurring theme emerged: Wood Dale strives to be an exceptional city; a city known for providing exceptional services, having exceptional places, and being an exceptional community. The FY 2019 - FY 2020 Strategic Plan has three focus areas: exceptional services, exceptional places, and an exceptional community.

Exceptional Services	Exceptional Places	Exceptional Community
Provide Exceptional Police Services	Make Wood Dale a Transformative Place	Promote Quality of Life in Wood Dale
Provide Exceptional Public Works Services	Planning and Development as a Priority	Promote Civic Engagement
Provide Exceptional Community Development Services	Update Community Aesthetics	Improve Public Information
Prioritize Sound Fiscal Management and Through Annual Budget	Prioritize Marketing the City	Improve Public Interaction
Responsive and Responsible Capital Projects		
Utilizing Information Technology		

Accomplishing the goals within these three focus areas will require hard work and addressing numerous activities in a variety of areas. Our Strategic Plan activities are predicated on three simple, yet fundamental stages of accomplishing a goal: planning, acting, and evaluating. Our formula for success is to plan properly, act appropriately, and evaluate continuously.

The following pages outline the planning philosophy, objectives and related strategies for the three main topics of exceptional services, exceptional places and exceptional community.

Why Do We Need a Strategic Plan?

- *Strategic planning yields results:* A strategic plan provides a realistic, workable framework that is built upon a foundation of constant improvement. Built into the plan are milestones that help gauge progress.
- *Strategic planning is an invaluable managerial tool:* Balancing daily and long-term operations with defined, and often limited, resources is complex. A strategic plan assists in determining how to perform work more efficiently and effectively, while staying within financial parameters.
- *Strategic planning is adaptable to a changing environment:* A multi-year plan will, inevitably, be affected by the changing internal and external environments. Therefore, a framework that is flexible enough to accommodate flux, while at the same time, strong enough to adhere to basic mission and objectives is needed. A strategic plan has those capabilities.
- *Strategic planning is responsive to citizens' needs:* A successful strategic plan includes those priorities that are important to the citizens. Because citizen input is a vital component in the process, the ability of the strategic plan to address their needs is great.
- *Strategic planning narrows the communication gap:* Dialogue among all of the affected parties ensures a narrowing of potential communication gaps. As said, strategic planning is a participatory tool that cannot function unless there is a two-way, open exchange of ideas.
- *Adaptability:* Elements contained within a strategic plan are not “carved in stone” and do not end once specific objectives and goals are put on paper. It’s an on-going process that is designed to be refined based on changing internal and external conditions.

Where are we currently?

The City of Wood Dale utilized SWOT analysis while formulating the plan. Areas that were analyzed were: Strengths, Weaknesses, Opportunities and Threats (SWOT) that could affect our organization.

- *Internal assessment:* A procedure that helps us take inventory of our organization's present operations and mandates, so that we may have an accurate picture of what services our government currently provides and to whom they are provided. Who are our stakeholders? What are their needs? Have we met them adequately in the past? If so, how can we build upon this? If not, how can we improve?
- *External assessment:* Who are our customers? What is important to our customers? Are we serving their needs?
How well have we delivered the services we promised? Can we serve our customers' needs and continue to stay within financial, legal and governmental parameters?

Where do we want to be in the future?

- *Goal:* A goal is a broad outcome of what you want to achieve.
- *Objective:* Once the goal(s) is set, what specific products and services will be provided?
- *Strategy:* Specific targets need to be specified.

The annual review will be embodied in the City Budget and will take place as a part of the regular budget review process on the off year of the planning cycle. For example, if we meet in the fall of 2017, an update on progress will be given during the winter/fall of 2018, then meeting again in the fall of 2019. The review and update will include consideration of:

- **Progress of the Strategic Plan;**
- **Identification of possible impacts on the community that may require changes to the existing plan.**

The Strategic Plan revision update will include:

- Review the information collected for the update;
- Review the Strategic Plan to be sure its current and revise if necessary;
- Identify emerging ideas;
- Review the Goals and Objectives, and revise them if necessary; and
- Saturday Workshop

How were items included in the Strategic Plan?

Items were included based on discussion during the Strategic Planning Session that took place in early September 2017. Additionally, items that have been included in former Strategic Plans that are still relevant to the City's current goals have been included in the FY 2019-FY 2020 Plan.

Strategies from previous Strategic Plans are notated with an asterisk (*).

How is the plan implemented?

The Strategic Plan is implemented by planning properly, acting appropriately and evaluating continuously.

- **Plan Properly**

Planning activities relate to our ability to plan for the future. Planning activities often precede any action and may involve researching best practices, meeting with partners or conducting master planning for infrastructure improvements. While these activities may seem trivial, they are important because they prepare the foundation for future success.

- **Act Appropriately**

Action activities relate to our ability to meet desired achievement and service levels and often involve implementing elements from the planning phase. Examples of action activities are meeting police response time goals or revising incentives to enhance business recruitment efforts. Action activities are important because they have tremendous impact on whether we will have successful outcomes.

- **Evaluate Continuously**

Evaluation activities relate to the effectiveness of both our planning and our actions. Are we seeing a reduction in crime? Do citizens feel safe after dark? Have our marketing efforts successfully recruited new businesses? Evaluation measures are important because they tell us whether our planning and actions are producing the desired outcomes.

Exceptional Services

Many of our most fundamental responsibilities to our community are included in the Exceptional Services focus area. This focus area includes some fundamental services such as police, water, sewer, public works and community development.

Objective: Provide Exceptional Services – Administration

Strategy

- ES.1. Employee Wellness – Health Insurance Incentives, employee morale.
- ES.2. Leadership Development Program.
- ES.3. Employee Survey.
- ES.4. Gym Memberships for staff.
- ES.5. Government alternative staffing services (outsource v. in house).
- ES.6. Keep departmental succession plans up to date *.

Objective: Provide Exceptional Services – Community Development

Strategy

- ES.7 Initiate UDO revisions as needed.
- ES.8. Establish New Elevator Inspection Program.
- ES.9. Become more proactive with code enforcement issues.*
- ES.10. Reduce impact of outside/internal financial constraints.*

Objective: Provide Exceptional Services – Finance

Strategy

- ES.11. Revisit a more fixed rate model for water rates.
- ES.12. Continue to assess and align CIP projects.
- ES.13. Keep budgets balanced and keep reserves over six months.*
- ES.14. Review of planning assumptions for budgeting (life expectancy of infrastructure and assets).*
- ES.15. Work to develop two- three year water/sewer rate structure.*
- ES.16. Monitor state budget woes affecting various revenue streams.*
- ES.17. Eliminate single use utility accounts. *
- ES.18. Continue to investigate improvements and modifications to vehicle sticker program.*
- ES.19. Develop programs to promote domestic and local buying when possible.*
- ES.20. Update the purchasing manual and other financial documents as needed.*

Objective: Provide Exceptional Services – Information Technology

Strategy

- ES.21. Develop GIS expansion and implementation timeline.*
- ES.22. Establish E.R.P. System
- ES.23. Expand the computerized consolation of delivery, storage and retrieval system for all boards and committees.*
- ES.24. Upgrade MS Office (EA) as needed. *
- ES.25. Two factor authentication.
- ES.26. Single sign on.
- ES.27. Order and Implement New Building Software *

Objective: Provide Exceptional Services – Police

Strategy

- ES.28. Crisis intervention training for officers.
- ES.29. Implement response plans for I-390 incidents.
- ES.30. Update holding facility for new technology.
- ES.31. Maintain and improve police accreditation process.
- ES.32. Reexamine collection methods for outstanding fines.
- ES.33. Increase elderly service officers/training.
- ES.34. Establish a liaison program with the Police Department for the new assisted living facility.*
- ES.35. Prioritize emerging problem with cargo theft in Wood Dale.*
- ES.36. Development procedural plan and budgetary plan for body camera implementation.*
- ES.37. Develop response plan/emergency phones for travel system in north part of town.*
- ES.38. Continue to make public safety priority.*
- ES.39. Transition to new documentation process for CALEA. *
- ES.40. Highlight public expectations of police officers via outreach efforts.*
- ES.41. Upgrade security monitoring throughout the City, including internal camera system.*
- ES.42. Increase awareness of traffic safety, and examine traffic flows when major construction projects are completed.*
- ES.43. Stay current on hiring needs within the Police Department.*
- ES.44. Continue to prioritize dealing with heroin epidemic.*
- ES.45. Continue to practice emergency preparedness planning and exercises.*

Objective: Provide Exceptional Services – Public Works

Strategy

- ES.46. More aggressive lighting campaign for street lights where needed.
- ES.47. Develop engineering standards.
- ES.48. Need to find a “new home” for utilities.
- ES.49. New Public Works facility.
- ES.50. Water and sewer study and preliminary design for the areas unincorporated north of Foster.
- ES.51. Facilities maintenance issues and staffing.
- ES.52. Maintain pot hole repairs on all streets.
- ES.53. SWWTP Rehab.
- ES.54. Develop a policy and protocol for the removal/replacement of underground infrastructure.*
- ES.55. Expand program for computerized and mobile work tickets for all Public Works employees.*
- ES.56. Continue to monitor EPA regulations and unfunded mandates.*
- ES.57. Continue to expand mobile SCADA – for use by on-call via smart phone and by Public Works Director and Assistant Public Works Director –Environmental Services via tablet or laptop.*
- ES.58. Installation of new water main on Irving Park Road.*
- ES.59. Replacement of Water Tower #1 to increase efficiency of the water distribution system.*
- ES.60. Standardization of street signs and regulatory signage.*
- ES.61. Investigate allocation of resources (contracting out of services versus seasonal employees).*
- ES.62. Prioritize flooding relief/storm water projects and coordinate with other governmental agencies.*
- ES.63. Work towards IAWA solar power project / energy conservation and other green initiatives when possible. ES.64. Maintain efficient replacement schedule on vehicles.*

Objective: Provide Exceptional Services – All Departments

Strategy

- ES.65. Consider green purchases when appropriate.*

Exceptional Places

An important part of fostering our community's success is to ensure that we have exceptional areas, business parks, and overall development to offer residents, visitors, and potential businesses.

Objective: Community Aesthetics

Strategy

EP.1. Route 83 clean up / annexation.

EP.2. Sign code clarity/
revisions/ enforcement.

EP.3. Ban on utility or work
vehicles in driveways.

EP.4. Parkway Tree Policy.

EP.5. Beautification of parkways plan.

EP.6. Pervious pavement and/or pavers
at high visibility areas. EP.7. Upgrade of
RTA lot aesthetics.

EP.8. Continue to beautify Irving Park
Road & Wood Dale Road. EP.9. Continue
to fund Façade Improvement Program.*

EP.10. Enforce aggressive Garbage Enclosure Program. *

EP.11. Continue new City Sign Program.*

EP.12. Enhance the appearance of the property near and along the railroad track east of Wood Dale Station
(Potter Street area).*

Objective: Marketing

Strategy

EP.13. Formulate a Marketing Program.

EP.14. Marketing person to streamline
events/marketing efforts. EP.15. Tourism
Plan for Wood Dale.

EP.16. TIF District Marketing Plan. EP.17.
Continue branding efforts.

EP.18. Change Prairie Fest Committee to "Special Events Committee".

EP.19. Develop a venue were local businesses can
network with residents. EP.20. Define a "standard"
set of economic incentives (non-exhaustive).* EP.21.

Establish a marketing campaign for the City.*

EP.22. Actively participate in ICSC programs.*

Objective: Planning & Development

Strategy

- EP.23. Develop programs for corporate sponsorship to contribute towards the Clock Tower.
- EP.24. Develop programs for local businesses to promote local buying.
- EP.25. Buying up homes or properties in flood prone areas and convert to retention ponds.
- EP.26. Future of fiber installation and small cell tower.
- EP.27. Consider all funding options to get projects off the drawing board.
- EP.28. Actively target strategic land acquisition to leverage City dollars to maximize return and spur growth along Irving Park/Wood Dale Road and 390 Corridor.
- EP.29. Seek all opportunities for quality mixed use (residential/retail) development.
- EP.30. Develop programs or offers to leverage the TIF District.
- EP.31. Create a TIF District along Wood Dale Road.
- EP.32. Increase our residential population in and around our Downtown Center to foster and support our retail growth. Residential base to support retail activities.
- EP.33. Actively look at ways to attract companies and businesses that will increase our sales tax base.
- EP.34. Irving Park Road and Central – Look at long term possibility of 4 way stoplight intersection, open up Central southbound.
- EP.35. Close Ash Ave south of Irving Park Road at tracks.
- EP.36. More sidewalks in Ward 4.
- EP.37. Aggressive land acquisitions along Irving Park Road corridor.
- EP.38. Do whatever it takes to keep TopGolf in Wood Dale.
- EP.39. Starbucks.
- EP.40. Targeted walk-way areas to downtown.
- EP.41. Traffic Study Requirements/UDO tweaks.
- EP.42. Produce an Economic Development Plan.*
- EP.43. Develop short term and long term plan for SBT property.*
- EP.44. Improve relationships with businesses.*
- EP.45. Continue annexation plans.*
- EP.46. Promote hotel/motel expansion projects.*
- EP.47. Irving Park Road land acquisition to promote economic development when necessary.*
- EP.48. Develop a beautification program citywide. *

Objective: Transformative Places

Strategy

EP.49. Expand the use and importance of the train station, promote its many positives.

EP.50. Increase pedestrian and bicycle accessibility and mobility throughout the community including the Irving Park/Wood Dale Road corridor. Investigate and develop standards/or guidelines to aid in executing these concepts (walking and biking) in all future projects.

EP.51. Expand existing (Pace) Dial-A-Ride service, and at the same time work with Pace to get at a minimum bus route that loop our train station and business park, as well as run the Irving Park Road /Wood Dale Road corridor borderline to borderline.

EP.52. Look at some public/private partnerships with existing businesses, to run interim spur routes.

EP.53. Look at creative and proactive ways to recycle existing outdated housing with new housing options, new attached houses, zero lot line houses, reduced width houses and side yards, reduced lot size.

EP.54. Develop multiple tools for the City's development tool belt (financial and regulatory), and actively develop ideas to implement them.

EP.55. Partner with all other governmental bodies for mutual benefit of the partners.

EP.56. Support public transportation along I-390 median.*

Exceptional Community

There are many initiatives that the City undertakes and supports in efforts to enhance the quality of life within our community.

Objective: Civic Engagement

Strategy

- EC.1. Create a Government Youth Advisory Committee. EC.2. Continue to build Volunteer Service Program.
- EC.3. Stormwater Committee Roles and Responsibilities.
- EC.4. Enhance community involvement.*

Objective: Public Information

Strategy

- EC.5. City newsletter add aldermen portrait under our phone numbers and emails.
- EC.6. YouTube tutorial videos.
- EC.7. Better communication on website.
- EC.8. Spot for O'Hare Noise Group in newsletter.
- EC.9. Social media efforts consolidated/marketing.
- EC.10. Comprehensive Plan implementation of strategies
- EC.11. Online application software – employment ERP Synchronization.
- EC.12. Analytics strategy / marketing.
- EC.13 Stay current on public information.*
- EC.14. Continue improving website.*
- EC.15. Expanded newsletter initiative for wards when applicable.*

Objective: Public Interaction

Strategy

EC.16. City Manager to build relationships through individual annual luncheon invitation with federal, state and county officials, as well the utility company's liaisons.

EC.17. Additional resident/community feedback efforts/additional community.

EC.17. Continue open dialog between Staff & Elected Officials, protecting each other from ignorance and bullying.

EC.18. Explore Coffee with the Council Idea for outreach.

EC.19. Increase staff training. *

EC.20. Increase positive citizen contacts. *

Objective: Quality of Life

Strategy

EC.21. Bike Program.

EC.22. ADA intersection upgrades.

EC.23. Bike path rehabilitation and marketing of the path.

EC.24. Recreation areas.

EC.25. Look to establish additional community events. *

EC.26. Continue to address O'Hare noise. *

EC.27. Increase community awareness on; homelessness, mental illness, substance use disorder, addictions and senior medical, financial and social issues. *

EC.28. Protect against neighborhood decay and erosion of Equalized Assessed Value (EAV). *

All Revenues by Fund

	4/30/2017 Actual	4/30/2018 Actual	4/30/2019 Budget	4/30/2019 Projected	4/30/2020 Proposed
001 General Fund					
Taxes	9,334,967	9,894,895	9,694,578	9,641,992	9,914,126
Licenses & Permits	967,813	1,023,580	1,221,580	1,182,348	1,290,580
Intergovernmental	4,950	4,620	4,620	4,620	4,620
Charges for Services	504,623	539,698	521,500	565,805	510,248
Fines, Fees, and Forfeits	353,292	646,000	804,000	844,000	903,150
Investment Income	22,251	67,500	92,500	93,918	110,000
Miscellaneous	645,506	802,608	825,858	877,241	881,548
Interfund Transfers	998,000	998,000	1,048,000	848,000	1,048,000
Total General Fund	<u>12,831,402</u>	<u>13,976,901</u>	<u>14,212,636</u>	<u>14,057,924</u>	<u>14,662,272</u>
002 Road and Bridge Fund					
Taxes	232,812	234,613	257,000	242,347	247,500
Investment Income	510	1,277	1,000	1,250	1,300
Total Road and Bridge	<u>233,323</u>	<u>235,890</u>	<u>258,000</u>	<u>243,597</u>	<u>248,800</u>
008 Motor Fuel Tax Fund					
Intergovernmental	349,021	351,590	357,500	356,745	355,000
Investment Income	946	2,501	2,100	3,250	1,500
Interfund Transfers	0	72,409	264,785	264,785	0
Total MFT	<u>349,967</u>	<u>426,500</u>	<u>624,385</u>	<u>624,780</u>	<u>356,500</u>
009 Tourism Fund					
Taxes	494,384	496,447	515,000	545,000	425,000
Investment Income	433	1,767	1,500	1,625	1,500
Miscellaneous	99,768	106,539	118,600	106,895	113,600
Total Tourism	<u>594,585</u>	<u>604,753</u>	<u>635,100</u>	<u>653,520</u>	<u>540,100</u>
011 Narcotic Forfeiture Fund					
Investment Income	12	47	15	70	50
Miscellaneous	11,373	2,701	3,000	3,000	3,000
Total Narcotics Forfeit.	<u>11,385</u>	<u>2,748</u>	<u>3,015</u>	<u>3,070</u>	<u>3,050</u>
034 TIF District #1					
Taxes	477,326	937,425	950,000	1,548,769	1,750,000
Investment Income	130	3,700	4,500	21,263	25,000
Total TIF District #1	<u>477,456</u>	<u>941,125</u>	<u>954,500</u>	<u>1,570,032</u>	<u>1,775,000</u>

All Revenues by Fund

	4/30/2017 Actual	4/30/2018 Actual	4/30/2019 Budget	4/30/2019 Projected	4/30/2020 Proposed
041 General Capital Projects Fund					
Taxes	3,149,273	2,988,138	3,475,000	3,200,000	3,300,000
Intergovernmental	1,583,567	175,276	490,000	490,000	300,000
Bond Proceeds	0	829,200	0	0	0
Investment Income	893	781	15,000	15,000	15,000
Interfund Transfers	0	0	1,500,000	1,500,000	140,000
Miscellaneous	40	20	0	0	69,095
Total Gen Cap Projects	<u>4,733,774</u>	<u>3,993,415</u>	<u>5,480,000</u>	<u>5,205,000</u>	<u>3,824,095</u>
045 Land Acquisition Fund					
Investment Income	5,000	5,000	5,015	5,003	5,005
Interfund Transfers	106,970	1,127,694	10,000	10,000	10,000
Line of Credit	0	0	1,130,000	1,130,001	1,130,002
Total Land Acquisition	<u>111,970</u>	<u>1,132,694</u>	<u>1,145,015</u>	<u>1,145,004</u>	<u>1,145,007</u>
051 CERF					
Investment Income	77	962	250	3,304	2,750
Miscellaneous	120,881	45,815	30,000	12,500	25,000
Interfund Transfers	687,500	580,000	589,150	589,150	550,000
Total CERF	<u>808,458</u>	<u>626,777</u>	<u>619,400</u>	<u>604,954</u>	<u>577,750</u>
061 Commuter Parking Lot Fund					
Charges for Services	119,483	125,771	125,525	126,887	128,525
Investment Income	63	109	100	91	100
Miscellaneous	120	120	120	120	120
Total Commuter Parking	<u>119,666</u>	<u>126,000</u>	<u>125,745</u>	<u>127,098</u>	<u>128,745</u>
062 Sanitation Fund					
Charges for Services	1,185,449	1,085,256	1,085,000	1,084,925	1,112,500
Investment Income	6	88	40	60	100
Miscellaneous	(9,644)	(14,394)	31,500	37,214	42,000
Total Sanitation	<u>1,175,811</u>	<u>1,070,950</u>	<u>1,116,540</u>	<u>1,122,199</u>	<u>1,154,600</u>

All Revenues by Fund

	4/30/2017 <u>Actual</u>	4/30/2018 <u>Actual</u>	4/30/2019 <u>Budget</u>	4/30/2019 <u>Projected</u>	4/30/2020 <u>Proposed</u>
065 Water/Sewer Capital Projects Fund					
Investment Income	404,495	29	1,500	1,500	1,500
Bond Proceeds	0	0	0	0	0
Interfund Transfers	(446,842)	729,102	250,000	1,150,000	750,000
Total W/S Cap Projects	<u>(42,347)</u>	<u>729,131</u>	<u>251,500</u>	<u>1,151,500</u>	<u>751,500</u>
066 Water/Sewer Fund					
Charges for Services	7,084,159	7,365,213	8,190,000	7,772,663	8,241,000
Investment Income	10,912	5,729	11,000	11,750	12,000
Miscellaneous	278,905	312,101	293,250	302,005	352,500
Nonoperating Revenues	209,073	193,811	237,580	220,355	360,000
Total Water/Sewer	<u>7,583,049</u>	<u>7,876,854</u>	<u>8,731,830</u>	<u>8,306,774</u>	<u>8,965,502</u>
086 Police Pension Fund					
Contributions	1,402,019	1,484,427	1,618,850	1,627,993	1,767,206
Investment Income	2,169,886	1,960,559	1,804,497	(433,721)	1,669,101
Total Police Pension	<u>3,571,905</u>	<u>3,444,986</u>	<u>3,423,347</u>	<u>1,194,272</u>	<u>3,436,307</u>
092 Special Service Area Fund					
Taxes	662,315	667,296	674,050	680,344	665,025
Investment Income	549	3,173	2,781	9,023	9,525
Total SSA	<u>662,863</u>	<u>670,469</u>	<u>676,831</u>	<u>689,367</u>	<u>674,550</u>
Grand Total All Funds	<u>33,223,266</u>	<u>35,859,193</u>	<u>38,257,844</u>	<u>36,699,091</u>	<u>38,243,778</u>
All Funds Combined					
Taxes	14,351,077	15,218,814	15,565,628	15,858,452	16,301,651
Licenses & Permits	967,813	1,023,580	1,221,580	1,182,348	1,290,580
Intergovernmental	1,937,539	531,486	852,120	851,365	659,620
Charges for Services	8,893,714	9,115,938	9,922,025	9,550,280	9,992,273
Fines, Fees, and Forfeits	353,292	646,000	804,000	844,000	903,150
Investment Income	2,616,162	2,053,222	1,941,798	(266,614)	1,854,431
Bond Proceeds	0	829,200	0	0	0
Miscellaneous	1,146,949	1,255,510	2,432,328	2,468,976	2,616,865
Nonoperating Revenues	209,073	193,811	237,580	220,355	360,000
Contributions	1,402,019	1,484,427	1,618,850	1,627,993	1,767,206
Interfund Transfers	1,345,628	3,507,205	3,661,935	4,361,936	2,498,002
Aggregate Total	<u>33,223,266</u>	<u>35,859,193</u>	<u>38,257,844</u>	<u>36,699,091</u>	<u>38,243,778</u>

All Funds by Category

	4/30/2017 <u>Actual</u>	4/30/2018 <u>Actual</u>	4/30/2019 <u>Budget</u>	4/30/2019 <u>Projected</u>	4/30/2020 <u>Proposed</u>
All Funds					
Personnel	9,552,665	9,753,439	10,032,253	9,395,763	10,094,186
Contractual Services	6,437,738	5,784,268	6,743,755	6,205,541	6,447,212
Commodities	2,837,308	2,918,053	3,081,400	2,970,441	3,110,600
Principal Payments (Debt)	519,900	535,500	1,928,172	1,928,172	1,972,138
Capital Outlay	4,962,263	6,199,260	8,849,123	6,741,048	8,838,010
Interest Payments (Debt)	764,686	729,500	699,841	699,841	658,702
Interfund Transfers	1,345,628	3,165,527	3,661,935	3,461,935	3,033,000
Other	3,897,476	4,888,864	5,146,854	5,039,715	5,270,056
Grand Total	<u>30,317,663</u>	<u>33,974,411</u>	<u>40,143,333</u>	<u>36,442,456</u>	<u>39,423,904</u>

General Fund Categories by Department

Department	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
411 Administration					
Personnel	568,332	605,494	764,248	676,478	731,676
Contractual Services	187,161	72,095	62,530	64,190	63,680
Commodities	5,904	2,082	3,050	2,780	2,800
Capital Outlay	16,791	0	0	0	0
Other	19,113	21,358	26,027	20,600	22,250
Total	<u>797,302</u>	<u>701,029</u>	<u>855,855</u>	<u>764,048</u>	<u>820,406</u>
415 Clerk					
Personnel	77,009	80,557	84,269	83,534	85,014
Contractual Services	11,538	4,012	11,785	20,220	15,235
Other	694	882	1,000	898	1,150
Total	<u>89,242</u>	<u>85,451</u>	<u>97,054</u>	<u>104,652</u>	<u>101,399</u>
422 Community Development					
Personnel	739,662	682,070	634,088	621,978	673,382
Contractual Services	57,234	385,482	182,750	160,600	164,000
Commodities	10,200	9,318	12,000	7,665	10,050
Capital Outlay	12,826	177	2,000	1,350	1,800
Other	3,778	2,331	4,500	4,675	5,050
Total	<u>823,699</u>	<u>1,079,378</u>	<u>835,338</u>	<u>796,268</u>	<u>854,282</u>
433 Finance					
Personnel	390,309	413,416	423,051	379,675	406,192
Contractual Services	21,533	19,610	19,775	19,333	19,775
Commodities	3,027	2,081	2,775	1,985	2,150
Other	2,968	2,737	2,450	2,230	2,450
Total	<u>417,838</u>	<u>437,844</u>	<u>448,051</u>	<u>403,223</u>	<u>430,567</u>
444 Legal					
Contractual Services	369,154	376,074	334,250	428,495	366,000
Total	<u>369,154</u>	<u>376,074</u>	<u>334,250</u>	<u>428,495</u>	<u>366,000</u>

General Fund Categories by Department

Department	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
466 Police					
Personnel	4,434,852	4,586,111	4,491,050	4,443,194	4,774,819
Contractual Services	464,199	474,151	613,160	654,858	677,092
Commodities	134,597	145,425	152,800	147,719	156,100
Capital Outlay	47,001	23,891	30,400	29,775	31,065
Other	16,886	17,056	42,000	22,470	24,000
Total	<u>5,097,534</u>	<u>5,246,634</u>	<u>5,329,410</u>	<u>5,298,016</u>	<u>5,663,076</u>
477 Police and Fire Commission					
Personnel	3,014	4,844	4,100	2,480	4,850
Contractual Services	760	375	500	925	1,350
Other	2,000	16,559	6,000	4,750	9,250
Total	<u>5,774</u>	<u>21,778</u>	<u>10,600</u>	<u>8,155</u>	<u>15,450</u>
487 PW Administration					
Personnel	330,051	339,356	353,754	304,624	353,641
Contractual Services	29,405	80,941	79,250	77,425	80,750
Commodities	37,312	28,595	37,300	26,350	32,000
Other	7,360	6,578	10,000	6,775	10,050
Total	<u>404,128</u>	<u>455,470</u>	<u>480,304</u>	<u>415,174</u>	<u>476,441</u>
488 Streets					
Personnel	688,243	721,121	771,136	749,993	782,038
Contractual Services	286,014	209,670	296,550	272,500	285,500
Commodities	111,016	112,327	128,250	94,800	114,700
Capital Outlay	15,126	4,494	10,000	10,000	15,000
Other	924	144	1,250	0	1,100
Total	<u>1,101,322</u>	<u>1,047,756</u>	<u>1,207,186</u>	<u>1,127,293</u>	<u>1,198,338</u>

General Fund Categories by Department

	4/30/2017 <u>Actual</u>	4/30/2018 <u>Actual</u>	4/30/2019 <u>Budget</u>	4/30/2019 <u>Projected</u>	4/30/2020 <u>Proposed</u>
Department					
489 Vehicle Maintenance					
Personnel	178,826	182,112	186,920	186,026	187,245
Contractual Services	8,642	8,808	13,550	9,190	9,200
Commodities	6,214	6,443	6,825	5,800	6,300
Capital Outlay	315	0	1,250	0	2,000
Other	0	0	200	25	100
Total	<u>193,997</u>	<u>197,363</u>	<u>208,745</u>	<u>201,041</u>	<u>204,845</u>
499 Central Services					
Contractual Services	2,191,837	2,268,811	2,415,000	2,452,200	2,490,500
Commodities	36,363	31,416	32,850	37,257	38,900
Capital Outlay	106	24,943	38,100	37,632	55,750
Interfund Transfers	536,970	598,494	335,000	335,000	310,000
Other	1,146,735	1,293,171	1,544,377	1,438,324	1,577,356
Total	<u>3,912,011</u>	<u>4,216,835</u>	<u>4,365,327</u>	<u>4,300,413</u>	<u>4,472,506</u>
All Departments					
Personnel	7,410,299	7,615,081	7,712,616	7,447,981	7,998,857
Contractual Services	3,627,478	3,900,029	4,029,100	4,159,936	4,173,082
Commodities	344,633	337,687	375,850	324,356	363,000
Capital Outlay	92,165	53,505	81,750	78,757	105,615
Interfund Transfers	536,970	598,494	335,000	335,000	310,000
Other	1,200,457	1,360,816	1,637,804	1,500,747	1,652,756
Grand Total General	<u>13,212,001</u>	<u>13,865,612</u>	<u>14,172,120</u>	<u>13,846,777</u>	<u>14,603,310</u>

All Other Funds by Category and Aggregate Totals

Fund	<u>4/30/2017</u> <u>Actual</u>	<u>4/30/2018</u> <u>Actual</u>	<u>4/30/2019</u> <u>Budget</u>	<u>4/30/2019</u> <u>Projected</u>	<u>4/30/2020</u> <u>Proposed</u>
002 Road and Bridge					
Contractual Services	215,928	213,856	260,000	241,000	245,000
Commodities	3,298	3,415	4,000	3,500	3,750
Interfund Transfers	0	72,409	264,785	264,785	0
Total	<u>219,226</u>	<u>289,680</u>	<u>528,785</u>	<u>509,285</u>	<u>248,750</u>
008 Motor Fuel Tax					
Contractual Services	57,039	43,476	70,000	31,950	35,500
Commodities	109,794	139,270	128,500	142,000	155,000
Interfund Transfers	0	0	1,400,000	1,400,000	40,000
Total	<u>166,833</u>	<u>182,746</u>	<u>1,598,500</u>	<u>1,573,950</u>	<u>230,500</u>
009 Tourism					
Personnel	50,477	41,653	46,290	39,978	43,060
Contractual Services	1,200	1,300	1,100	5,841	2,200
Commodities	1,765	0	2,300	0	0
Interfund Transfers	200,000	200,000	350,000	350,000	350,000
Other	302,698	404,501	551,300	448,450	341,100
Total	<u>554,375</u>	<u>649,219</u>	<u>948,690</u>	<u>846,363</u>	<u>738,660</u>
011 Narcotics Forfeiture					
Commodities	5,285	319	4,000	1,500	2,500
Capital Outlay	189	34	600	500	500
Total	<u>5,474</u>	<u>353</u>	<u>4,600</u>	<u>2,000</u>	<u>3,000</u>

All Other Funds by Category and Aggregate Totals

Fund	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
034 TIF District #1					
Contractual Services	68,918	114,411	750,000	135,000	325,000
Capital Outlay	0	0	0	0	900,000
Interfund Transfers	0	0	0	0	535,000
Total	<u>68,918</u>	<u>114,411</u>	<u>750,000</u>	<u>135,000</u>	<u>1,760,000</u>
041 General Capital Projects					
Contractual Services	720,339	35,251	0	0	0
Capital Outlay	3,724,546	4,204,026	6,139,773	4,658,041	4,622,095
Interfund Transfers	0	829,200	0	0	0
Total	<u>4,444,885</u>	<u>5,068,477</u>	<u>6,139,773</u>	<u>4,658,041</u>	<u>4,622,095</u>
045 Land Acquisition					
Contractual Services	62,854	(9,011)	4,200	26,345	0
Capital Outlay	69,116	1,122,155	1,130,000	381,000	0
Total	<u>131,970</u>	<u>1,113,144</u>	<u>1,134,200</u>	<u>407,345</u>	<u>0</u>
051 CERF					
Capital Outlay	488,689	267,462	726,500	642,500	766,000
Total	<u>488,689</u>	<u>267,462</u>	<u>726,500</u>	<u>642,500</u>	<u>766,000</u>
061 Commuter Parking Lot					
Contractual Services	34,656	29,671	42,010	31,435	44,460
Commodities	4,074	7,617	23,900	8,985	9,250
Interfund Transfers	60,000	60,000	60,000	60,000	60,000
Other	11,186	13,122	13,000	12,950	13,000
Total	<u>176,464</u>	<u>176,958</u>	<u>205,458</u>	<u>179,918</u>	<u>193,258</u>

All Other Funds by Category and Aggregate Totals

Fund	<u>4/30/2017</u> <u>Actual</u>	<u>4/30/2018</u> <u>Actual</u>	<u>4/30/2019</u> <u>Budget</u>	<u>4/30/2019</u> <u>Projected</u>	<u>4/30/2020</u> <u>Proposed</u>
062 Sanitation					
Contractual Services	1,121,875	764,530	787,000	796,297	806,820
Interfund Transfers	50,000	50,000	338,000	338,000	338,000
Other	6,650	7,898	11,000	7,513	9,500
Total	<u>1,178,525</u>	<u>822,428</u>	<u>1,136,000</u>	<u>1,141,810</u>	<u>1,154,320</u>
065 Water/Sewer Capital Projects					
Capital Outlay	579,648	549,056	769,500	980,000	2,434,800
Total	<u>579,648</u>	<u>549,056</u>	<u>769,500</u>	<u>980,000</u>	<u>2,434,800</u>
086 Police Pension					
Contractual Services	101,815	119,664	150,000	104,612	120,000
Other	1,252,052	1,612,593	1,645,000	1,820,101	2,002,000
Total	<u>1,353,867</u>	<u>1,732,257</u>	<u>1,795,000</u>	<u>1,924,713</u>	<u>2,122,000</u>
092 Special Service Area					
Principal Payments	519,900	535,500	561,100	561,100	566,700
Interest Payments	138,501	127,747	114,034	114,034	99,662
Total	<u>658,401</u>	<u>663,247</u>	<u>675,134</u>	<u>675,134</u>	<u>666,362</u>
All Other Funds					
Personnel	50,477	41,653	46,290	39,978	43,060
Contractual Services	2,384,624	1,313,148	2,064,310	1,372,480	1,578,980
Commodities	124,216	150,621	162,700	155,985	170,500
Principal Payments	519,900	535,500	561,100	561,100	566,700
Capital Outlay	4,862,188	6,142,733	8,766,373	6,662,041	8,723,395
Interest Payments	138,501	127,747	114,034	114,034	99,662
Interfund Transfers	310,000	1,211,609	2,412,785	2,412,785	1,323,000
Other	1,572,585	2,038,114	2,220,300	2,289,014	2,365,600
Grand Total Other	<u>9,962,491</u>	<u>11,561,125</u>	<u>16,347,892</u>	<u>13,607,417</u>	<u>14,870,897</u>

Water/Sewer Fund Categories by Department

Department	4/30/2017 <u>Actual</u>	4/30/2018 <u>Actual</u>	4/30/2019 <u>Budget</u>	4/30/2019 <u>Projected</u>	4/30/2020 <u>Proposed</u>
412 Public Utilities Division					
Personnel	994,497	960,302	1,004,188	953,909	983,465
Contractual Services	99,140	139,166	123,895	104,550	121,450
Commodities	2,046,928	2,046,821	2,222,500	2,152,100	2,223,100
Capital Outlay	0	0	0	0	8,000
Debt Service	0	0	0	0	0
Interfund Transfers	(102,842)	731,424	450,000	350,000	950,000
Other	499,544	869,765	650,750	630,247	631,000
Total	<u>3,537,267</u>	<u>4,747,478</u>	<u>4,451,333</u>	<u>4,190,806</u>	<u>4,917,015</u>
420 Wastewater Division					
Personnel	767,903	811,660	1,269,159	953,895	1,068,805
Contractual Services	317,652	423,972	526,450	568,575	573,700
Commodities	302,629	341,337	320,350	338,000	354,000
Principal Payments	0	0	1,367,072	1,367,072	1,405,438
Capital Outlay	3,955	3,022	1,000	250	1,000
Interest Payments	626,185	601,753	585,807	585,807	559,040
Interfund Transfers	601,500	624,000	464,150	364,150	450,000
Other	624,588	620,119	638,000	619,707	620,700
Total	<u>3,244,412</u>	<u>3,425,863</u>	<u>5,171,988</u>	<u>4,797,456</u>	<u>5,032,683</u>
489 Maintenance Division					
Personnel	329,489	324,743	0	0	0
Contractual Services	1,475	1,179	0	0	0
Commodities	8,371	9,698	0	0	0
Other	302	50	0	0	0
Total	<u>339,637</u>	<u>335,670</u>	<u>0</u>	<u>0</u>	<u>0</u>
490 Storm Sewer					
Contractual Services	7,370	6,774	0	0	0
Commodities	10,531	31,889	0	0	0
Capital Outlay	3,955	0	0	0	0
Total	<u>21,856</u>	<u>38,663</u>	<u>0</u>	<u>0</u>	<u>0</u>
All Departments					
Personnel	2,091,889	2,096,705	2,273,347	1,907,804	2,052,270
Contractual Services	425,636	571,091	650,345	673,125	695,150
Commodities	2,368,459	2,429,745	2,542,850	2,490,100	2,577,100
Principal Payments	0	0	1,367,072	1,367,072	1,405,438
Capital Outlay	7,910	3,022	1,000	250	9,000
Interest Payments	626,185	601,753	585,807	585,807	559,040
Interfund Transfers	498,658	1,355,424	914,150	714,150	1,400,000
Other	1,124,434	1,489,934	1,288,750	1,249,954	1,251,700
Grand Total Water	<u>7,143,171</u>	<u>8,547,674</u>	<u>9,623,321</u>	<u>8,988,262</u>	<u>9,949,698</u>

City of Wood Dale
2019 - 2020 Budget Summary and Changes in Fund Balance

	Governmental Funds						
	<u>General Funds</u>	<u>Special Revenue Funds</u>					Total Special Revenue
	General	Road & Bridge	Motor Fuel Tax	Tourism	Narcotics Forfeiture	TIF	
Estimated Beginning Fund Balance							
Nonspendable	\$707,500	\$0	\$0	\$0	\$0	\$0	\$0
Restricted	\$475,000	\$190,264	\$128,459	\$319,265	\$35,876	\$2,670,284	3,344,148
Committed	\$0	\$0	\$0	\$0	\$0	\$0	0
Assigned	\$0	\$0	\$0	\$0	\$0	\$0	0
Unassigned	<u>\$7,350,683</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0</u>
 Total	 \$8,533,183	 \$190,264	 \$128,459	 \$319,265	 \$35,876	 \$2,670,284	 \$3,344,148
 Estimated Revenues *	 \$14,662,272	 \$248,800	 \$356,500	 \$540,100	 \$3,050	 \$1,775,000	 \$2,923,450
 Proposed Expenditures **	 <u>\$14,603,312</u>	 <u>\$248,750</u>	 <u>\$230,500</u>	 <u>\$738,660</u>	 <u>\$3,000</u>	 <u>\$1,760,000</u>	 <u>\$2,980,910</u>
 2018 - 2019 Surplus (Deficit)	 \$58,960	 \$50	 \$126,000	 (\$198,560)	 \$50	 \$15,000	 (\$57,460)
Estimated Ending Fund Balance							
Nonspendable	\$707,500	\$0	\$0	\$0	\$0	\$0	\$0
Restricted	475,000	\$190,314	\$254,459	\$120,705	\$35,926	\$2,685,284	3,286,688
Committed	0	\$0	\$0	\$0	\$0	\$0	0
Assigned	0	\$0	\$0	\$0	\$0	\$0	0
Unassigned	<u>7,409,643</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0</u>
 Total	 \$8,592,143	 \$190,314	 \$254,459	 \$120,705	 \$35,926	 \$2,685,284	 \$3,286,688

City of Wood Dale
2019 - 2020 Budget Summary and Changes in Fund Balance

	Governmental Funds			Internal Service Funds
	Capital Projects Funds		Total	
	General Capital	Land		Capital Projects Funds
	Projects	Acquisition		
Estimated Beginning Fund Balance				
Nonspendable	\$0	\$0	\$0	\$0
Restricted	\$0	\$0	0	\$0
Committed	\$0	\$0	0	\$1,214,144
Assigned	\$1,127,785	(\$11,792)	1,115,993	\$0
Unassigned	\$0	\$0	0	\$0
Total	\$1,127,785	(\$11,792)	\$1,115,993	\$1,214,144
Estimated Revenues *	\$3,824,095	\$15,005	\$3,839,100	\$577,750
Proposed Expenditures **	\$4,622,095	\$0	\$4,622,095	\$766,000
2018 - 2019 Surplus (Deficit)	(\$798,000)	\$15,005	(\$782,995)	(\$188,250)
Estimated Ending Fund Balance				
Nonspendable	\$0	\$0	\$0	\$0
Restricted	\$0	\$0	0	\$0
Committed	\$0	\$0	0	\$1,025,894
Assigned	\$329,785	\$3,213	332,998	\$0
Unassigned	\$0	\$0	0	\$0
Total	\$329,785	\$3,213	\$332,998	\$1,025,894

City of Wood Dale
2019 - 2020 Budget Summary and Changes in Fund Balance

Enterprise Funds ***

	Commuter Parking Lot	Sanitation	Water/Sewer Capital Projects	Water/Sewer Operating	Total Enterprise
Estimated Beginning Net Assets	\$1,586,577	\$473,141	\$987,901	\$51,428,461	\$54,476,081
Estimated Revenues *	\$128,745	\$1,154,600	\$1,286,500	\$8,965,500	\$11,535,345
Proposed Expenditures **	\$193,258	\$1,154,320	\$2,434,800	\$9,949,698	\$13,732,076
2018 - 2019 Surplus (Deficit)	(\$64,513)	\$280	(\$1,085,572)	(\$984,198)	(\$2,134,003)
Estimated Ending Net Assets	\$1,522,064	\$473,421	(\$160,399)	\$50,444,263	\$52,279,350

Trust and Agency Funds

	Police Pension	Special Service Area(s)	Total Trust/Agency
Estimated Beginning Assets	\$24,839,673	\$67,146	\$24,906,819
Estimated Revenues *	\$3,436,307	\$674,550	\$4,110,857
Proposed Expenditures **	\$2,122,000	\$666,362	\$2,788,362
2018 - 2019 Surplus (Deficit)	\$1,314,307	\$8,188	\$1,322,495
Estimated Ending Net Assets	\$26,153,980	\$75,334	\$26,229,314

City of Wood Dale
2019 - 2020 Budget Summary and Changes in Fund Balance

Summary by Fund type	General	All Other Governmental	Enterprise	Trust and Agency	Grand Total All Funds
Estimated Beginning Fund Balance					
Nonspendable	\$707,500	\$0	\$0	\$0	\$707,500
Restricted	475,000	3,344,148	0	0	3,819,148
Committed	0	1,214,144	0	0	1,214,144
Assigned	0	1,115,993	0	0	1,115,993
Unassigned	7,350,683	0	0	0	7,350,683
Net Assets	0	0	54,476,081	24,906,819	79,382,899
Total	\$8,533,183	\$5,674,285	\$54,476,081	\$24,906,819	\$93,590,368
Estimated Revenues *	\$14,662,272	\$7,340,300	\$11,535,345	\$4,110,857	\$37,648,774
Proposed Expenditures **	\$14,603,312	\$8,369,005	\$13,732,076	\$2,788,362	\$39,492,754
2018 - 2019 Surplus (Deficit)	\$58,960	(\$1,028,705)	(\$2,134,003)	\$1,322,495	(\$1,781,253)
Estimated Ending Fund Balance					
Nonspendable	\$707,500	\$0	\$0	\$0	\$707,500
Restricted	475,000	3,286,688	0	0	3,761,688
Committed	0	1,025,894	0	0	1,025,894
Assigned	0	332,998	0	0	332,998
Unassigned	7,409,643	0	0	0	7,409,643
Net Assets	0	0	52,279,350	26,229,314	78,508,663
Total	\$8,592,143	\$4,645,580	\$52,279,350	\$26,229,314	\$91,746,387

* This figure includes Other Funding Sources

** This figure includes Other Funding Uses

*** The beginning and ending Net Assets primarily consist of Fixed Assets, not spendable resources

General Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	75.00	76.00	75.00
Part time	11.88	11.88	11.88
Total fte	86.88	87.88	86.88

A breakdown of the employee schedules are listed by department.

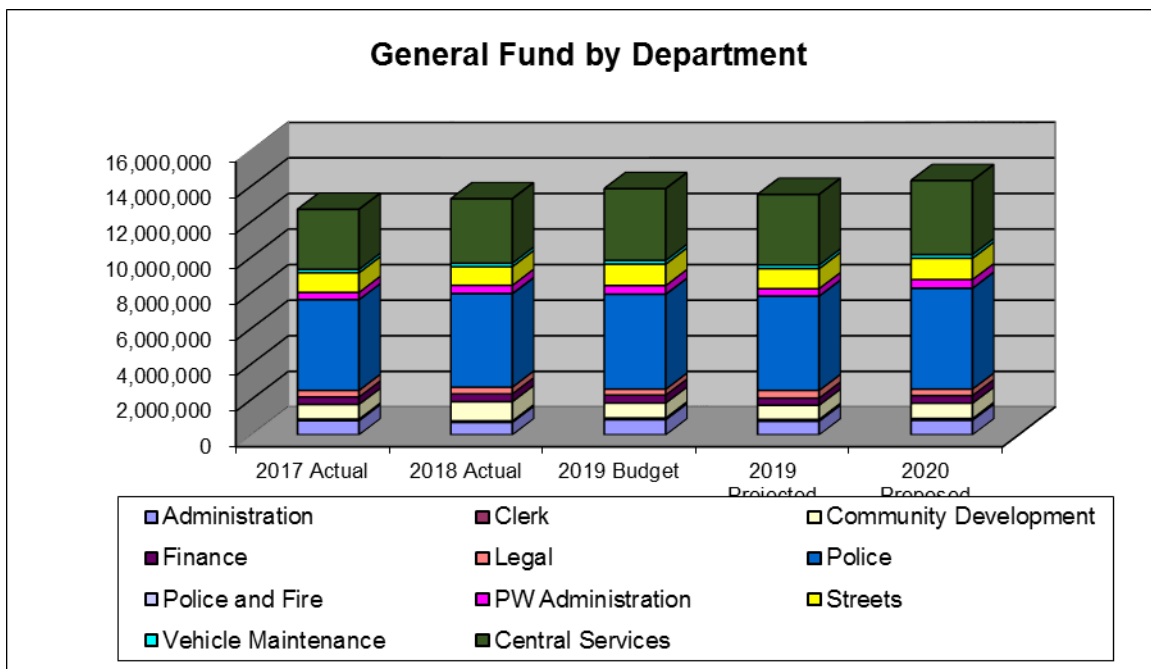
Narrative

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 City’s CAFR.

Revenues are presented on the following page, with expenditures listed by department below, less transfers. Following the revenues is a roll-up of expenditures by department and revenues by type, flowing through other funding sources/uses to fund balance.

Each department has category and line item detail.

Expenditures by department



General Fund
Fund: 001

		4/30/2017 <u>Actual</u>	4/30/2018 <u>Actual</u>	4/30/2019 <u>Budget</u>	4/30/2019 <u>Projected</u>	4/30/2020 <u>Proposed</u>
REVENUES						
Taxes						
311XX	Property Tax	2,971,694	2,998,008	3,031,578	3,074,149	3,087,289
32020	Replacement Tax	31,589	26,066	28,000	27,603	28,000
32040	Income Tax	1,301,607	1,248,689	1,350,000	1,304,285	1,387,328
32050	Sales Tax	3,240,578	3,207,784	3,400,000	3,567,813	3,600,000
32080	Use Tax	338,918	364,144	360,000	375,242	436,509
32270	Telecommunications Tax	1,191,147	1,047,509	1,200,000	1,005,000	1,050,000
32280	Utility Tax	259,434	259,892	325,000	287,900	325,000
Subtotal - Taxes		9,334,967	9,152,092	9,694,578	9,641,992	9,914,126
Licenses & Permits						
32290	Right-of-Way Usage Fees	53,580	33,580	53,580	53,580	53,580
34010	Building Permits	509,512	886,153	675,000	645,918	750,000
34040	Occupancy Permits	4,561	5,593	5,000	1,250	0
34290	Rental Housing Inspection Fee	74,749	84,050	85,000	83,750	85,000
34300	Miscellaneous building Fees	0	1,597	1,500	0	0
34450	Contractor Registration	41,800	54,300	50,000	47,500	50,000
35010	Commercial Activity	46,928	128,339	130,000	125,850	130,000
35020	Liquor Licenses	62,125	63,450	61,000	60,000	60,000
35030	Vehicle Licenses	168,917	155,685	152,500	155,000	153,000
35110	Vending Licenses	1,286	0	0	0	0
39095	Georgetown Permits	4,355	10,055	8,000	9,500	9,000
Subtotal - Licenses & Permits		967,813	1,422,802	1,221,580	1,182,348	1,290,580
Intergovernmental						
37090	Tobacco Enforcement ¹	4,950	0	2,420	2,420	2,420
37160	Bullet proof vest ²	0	2,519	2,200	2,200	2,200
Subtotal - Intergovernmental		4,950	2,519	4,620	4,620	4,620
Charges for Services						
32210	Cable TV Franchise Fees	229,054	217,708	230,000	214,850	220,000
34210	Plan Review Fees	24,937	54,039	40,000	38,750	40,000
34240	Re-Inspection Fees	11,989	11,939	8,500	59,950	10,000
34250	Elevator Inspections	10,030	3,402	0	0	0
36060	Police Reimbursement ³	70,500	84,371	86,000	93,555	94,748
36080	Administrative Fee - Impounded	114,600	105,600	110,000	102,500	105,000
39110	Other police revenue	12,233	12,261	12,000	34,500	13,000
39120	Overweight Permit Fees	16,700	17,450	20,000	12,750	15,000
39170	Alarm Fees	14,580	11,000	15,000	8,950	12,500
Subtotal - Charges for Services		504,623	517,770	521,500	565,805	510,248

¹ - Grant funding from Illinois Liquor Commission for compliance checks

² - Reimbursement from Department of Justice for new vests

³ - Reimbursement from school district #100 for liaison officer

General Fund
Fund: 001

	4/30/2017 <u>Actual</u>	4/30/2018 <u>Actual</u>	4/30/2019 <u>Budget</u>	4/30/2019 <u>Projected</u>	4/30/2020 <u>Proposed</u>	
<u>REVENUES</u>						
Fines, Fees, and Forfeits						
36010	Court fines	279,454	265,600	285,000	255,500	260,000
36030	Police fines	27,028	31,986	25,000	31,950	32,500
36040	Stray Animal Fines	1,165	505	750	950	900
36050	Liquor Licenses Fines	1,350	0	1,500	0	1,000
36070	Court Supervision	16,259	12,842	15,000	9,850	10,000
36075	E-Ticketing	2,125	1,900	2,250	1,750	2,000
36085	Administrative Fee - FTA Booking	1,990	1,120	2,000	1,500	1,750
36090	DUI Tech Fund	21,231	23,780	22,500	17,500	20,000
39140	Trax-Guard	2,690	29,195	450,000	525,000	575,000
Subtotal - Fines, Fees, and Forfeits		353,292	366,928	804,000	844,000	903,150
Investment Income						
31310	Investment Income	26,154	46,534	57,500	71,918	80,000
38310	Unrealized Gain/Loss on Investments	0	0	25,000	12,500	20,000
38315	Realized Gain/Loss on Investments	(3,903)	2,762	10,000	9,500	10,000
Subtotal - Investment Income		22,251	49,296	92,500	93,918	110,000
Miscellaneous						
31999	IPBC Interest & Rebates	163,208	40,517	150,000	137,500	150,000
32060	Pull tabs and jar games	1,797	2,593	2,000	3,118	2,500
39020	Forfeitures & other	10,238	12,737	7,500	6,275	7,000
39030	Employee Health Care Reimbursement	274,150	363,185	375,000	407,140	435,640
39130	Bank runs ⁴	6,130	6,345	6,250	6,250	6,500
39200	DUMEG Receipts ⁵	24,908	24,908	24,908	24,908	24,908
39880	Auction Proceeds	7,983	7,548	3,000	6,350	5,000
39994	Rent	22,200	6,600	7,200	10,700	0
39999	Other Operating Revenues	134,892	353,972	250,000	275,000	250,000
Subtotal - Miscellaneous		645,506	818,405	825,858	877,241	881,548
Interfund Transfers						
38009	From Tourism	200,000	200,000	250,000	250,000	250,000
38061	From Commuter Parking Lot	60,000	60,000	60,000	60,000	60,000
38062	From Sanitation	50,000	50,000	338,000	338,000	338,000
38066	From Water	688,000	688,000	400,000	200,000	400,000
Subtotal - Interfund Transfers		998,000	998,000	1,048,000	848,000	1,048,000
TOTAL REVENUE		12,831,402	13,327,812	14,212,636	14,057,924	14,662,272

⁴ - Reimbursement for crossing guards and bank runs for Park District

⁵ - Reimbursement for undercover officer assigned to drug task force

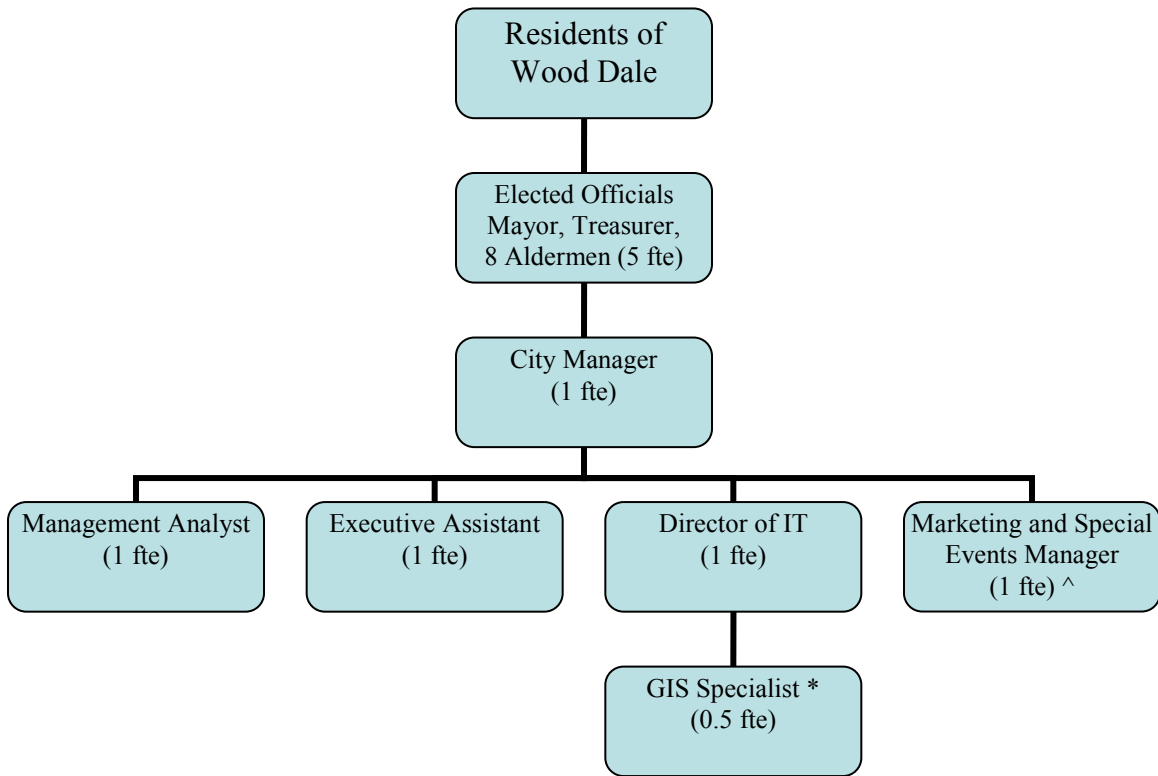
General Fund

	4/30/2017	4/30/2018	4/30/2019	4/30/2019	4/30/2020	2019 Proposed vs.	
	Actual	Actual	Budget	Projected	Proposed	2018 Budget	% Change
Expenditures by Department							
001 - 411 Administration	797,302	701,029	855,855	764,048	820,406	(35,449)	-4.14%
001 - 415 Clerk	89,242	85,451	97,054	104,652	101,399	4,345	4.48%
001 - 422 Community Development	823,699	1,079,378	835,338	796,268	854,282	18,944	2.27%
001 - 433 Finance	417,838	437,844	448,051	403,223	430,567	(17,484)	-3.90%
001 - 444 Legal	369,154	376,074	334,250	428,495	366,000	31,750	9.50%
001 - 466 Police	5,097,534	5,246,634	5,329,410	5,298,016	5,663,076	333,667	6.26%
001 - 477 Police and Fire	5,774	21,778	10,600	8,155	15,450	4,850	45.75%
001 - 487 PW Administration	404,128	455,470	480,304	415,174	476,441	(3,863)	-0.80%
001 - 488 Streets	1,101,322	1,047,756	1,207,186	1,127,293	1,198,338	(8,848)	-0.73%
001 - 489 Vehicle Maintenance	193,997	197,363	208,745	201,041	204,845	(3,901)	-1.87%
001 - 499 Central Services	<u>3,375,041</u>	<u>3,618,341</u>	<u>4,030,327</u>	<u>3,965,413</u>	<u>4,162,506</u>	<u>132,179</u>	<u>3.28%</u>
Total	12,675,031	13,267,118	13,837,120	13,511,778	14,293,312	456,191	3.30%
Revenues by Category							
Taxes	9,334,967	9,152,092	9,694,578	9,641,992	9,914,126	219,548	2.26%
Licenses & Permits	967,813	1,422,802	1,221,580	1,182,348	1,290,580	69,000	5.65%
Intergovernmental	4,950	2,519	4,620	4,620	4,620	0	0.00%
Charges for Services	504,623	517,770	521,500	565,805	510,248	(11,252)	-2.16%
Fines, Fees, and Forfeits	353,292	366,928	804,000	844,000	903,150	99,150	12.33%
Investment Income	22,251	49,296	92,500	93,918	110,000	17,500	18.92%
Miscellaneous	645,506	818,405	825,858	877,241	881,548	55,690	6.74%
Interfund Transfers *	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Total	11,833,402	12,329,812	13,164,636	13,209,924	13,614,272	449,636	3.42%
Excess (Deficiency) of revenues over expenditures	(841,629)	(937,306)	(672,484)	(301,854)	(679,040)	(6,556)	0.97%
* Other Funding Sources							
Transfer In							
Tourism	200,000	200,000	250,000	250,000	250,000	0	0.00%
Commuter Parking Lot	60,000	60,000	60,000	60,000	60,000	0	0.00%
Sanitation	50,000	50,000	338,000	338,000	338,000	0	0.00%
Water	<u>688,000</u>	<u>688,000</u>	<u>400,000</u>	<u>200,000</u>	<u>400,000</u>	<u>0</u>	<u>0.00%</u>
Total	998,000	998,000	1,048,000	848,000	1,048,000	0	0.00%
Other Funding Uses							
Transfer Out							
Land Acquisition	(106,970)	(298,494)	(10,000)	(10,000)	(10,000)	0	0.00%
CERF	<u>(430,000)</u>	<u>(300,000)</u>	<u>(325,000)</u>	<u>(325,000)</u>	<u>(300,000)</u>	<u>25,000</u>	<u>-7.69%</u>
Total	(536,970)	(598,494)	(335,000)	(335,000)	(310,000)	(61,524)	-44.03%
Sale of Capital Assets	0	0	0	0	0	0	0.00%
Beginning Fund Balance	9,240,436	8,859,837	8,322,037	8,322,037	8,533,183	211,146	2.54%
Prior Period Adjustment							
Surplus (deficit)	<u>(380,599)</u>	<u>(537,800)</u>	<u>40,516</u>	<u>211,146</u>	<u>58,960</u>	18,444	45.52%
Ending Fund Balance	8,859,837	8,322,037	8,362,553	8,533,183	8,592,143	229,590	2.75%
Ending Fund Balance Breakdown							
Nonspendable	708,718	715,000	707,500	707,500	707,500	0	0.00%
Restricted	394,769	425,000	475,000	475,000	475,000	0	0.00%
Committed	0	0	0	0	0	0	0.00%
Assigned	0	0	0	0	0	0	0.00%
Unassigned	<u>7,756,350</u>	<u>7,182,037</u>	<u>7,180,053</u>	<u>7,350,683</u>	<u>7,409,643</u>	<u>229,590</u>	<u>3.20%</u>
Ending Fund Balance	8,859,837	8,322,037	8,362,553	8,533,183	8,592,143	229,590	2.75%

General Fund – Administration

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	4.00	6.00	5.00
Part time	5.00	5.00	5.50
Total fte	9.00	11.00	10.50



* - Was budgeted out of Community Development for 2018

^ - New position in the FY 2019 budget

Narrative

The Administration Department is responsible for monitoring and guiding programs and activities established by the City Council. The Department consists of the City Manager, Director of Information Technology, Management Analyst and administrative support from an Executive Assistant. It is the Manager’s responsibility to direct and coordinate the operations of the City departments and to inform the City Council on City affairs, including existing conditions and future needs.

All City Departments, except the City Clerk and the City Attorney, are under the administrative direction and supervision of the City Manager. As such, the goals and objectives for the Administration Department are to facilitate those of the operating departments that it oversees.

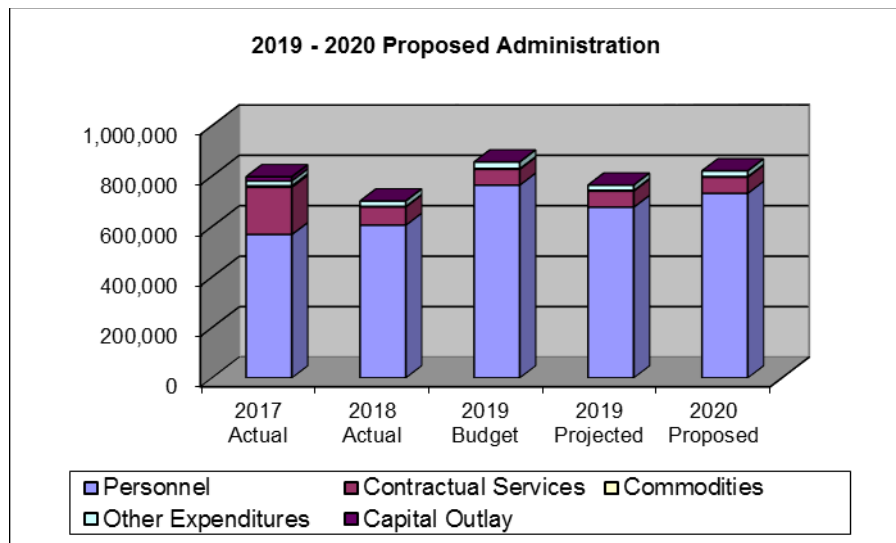
Budget Summary

The budget level of funding allows the Administrative Department to operate the same in FY 2020 as it did in FY 2019.

This level provides funding for the operation of offices of the Elected Officials, the City Manager, and Administrative Staff. This budget also provides funding for the City’s membership in a number of municipal organizations, including the DuPage Mayors and Managers Conference and the Illinois Municipal League.

The FY 2020 budget has a slight decrease relative to the FY 2019 budget. This is due the GIS Specialist moving to part-time. Aside from this change, there are no new programs within the Administration Department.

Expenditures by type



Administrative Department
 General Fund: 001
 Department: 411

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	395,171	428,509	553,545	480,384	536,884
40102	Overtime Pay	2,351	1,624	500	125	500
40107	Leave Time Buy-Back	5,855	6,029	6,240	6,242	6,484
40110	Elected Officials	75,003	72,118	75,003	75,003	75,003
40116	Deferred Compensation	5,000	5,000	5,000	5,000	5,000
41101	FICA Expense	32,239	34,470	48,982	43,357	47,726
41102	IMRF Expense	52,714	57,744	74,978	66,367	60,079
Subtotal - Personnel		568,332	605,494	764,248	676,478	731,676
Contractual Services						
42001	Telephone/Alarm Line	2,160	2,160	2,160	2,160	2,160
42005	Printing	1,449	1,464	1,900	1,750	2,000
42017	Maintenance - Vehicles	163	1,418	0	0	0
42030 ^	IT Professional Services	12,079	45	0	0	0
42034	Professional Services	36,000	36,000	36,000	36,000	36,000
42050 *	Engineering Services	63,927	4,195	0	0	0
42086	Publication - Legal Notice	1,617	1,560	1,600	1,529	0
42087	Recording Fees	2,126	3,016	1,500	2,420	2,520
42089	Education and Training	0	1,400	1,500	400	450
42091	Dues and Subscriptions - Admin ¹	4,482	3,923	2,870	4,500	4,550
42092	Dues and Subscriptions - Legis ²	15,412	16,914	15,000	15,431	16,000
42105 ^	Maintenance Agreements - IT	47,745	0	0	0	0
Subtotal - Contractual Services		187,161	72,095	62,530	64,190	63,680

^ - Moved to Central Services - 499

* - Moved to PW Administration - 487

¹ - Professional dues ICMA, ILCMA, IAMMA etc.

² - Membership dues to DuPage Mayors and Managers - etc.

Administrative Department
 General Fund: 001
 Department: 411

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Commodities						
44001	Gasoline	2,488	139	100	0	0
44003	Books and Publications	0	0	200	180	200
44017	Maintenance - Vehicles	919	20	0	0	0
44031	Office Supplies	2,497	1,923	2,750	2,600	2,600
Subtotal - Commodities		5,904	2,082	3,050	2,780	2,800
Capital Outlay						
46030 ^	IT Equipment	16,791	0	0	0	0
Subtotal - Capital Outlay		16,791	0	0	0	0
Other Expenditures						
49003	Business Expense	5,610	5,190	4,827	3,215	3,500
49005	Conferences/Meetings - Admin ³	2,625	4,544	3,500	3,385	3,500
49006	Conferences/Meetings - Legis ⁴	8,243	9,492	15,000	11,500	12,500
49099	Miscellaneous	2,636	2,132	2,700	2,500	2,750
Subtotal - Other Expenditures		19,113	21,358	26,027	20,600	22,250
TOTAL EXPENDITURES		797,302	701,029	855,855	764,048	820,406

^ - Moved to Central Services - 499

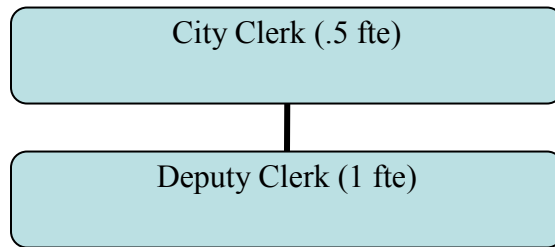
³ - ICMA national, ILCMA Summer & Winter, ICSC National, IML, Springfield, GMIS, misc.

⁴ - IML, Springfield drive-down, DMMC, Chamber, Intergovernmental Dinner, other Aldermanic functions

General Fund – City Clerk

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	1.00	1.00	1.00
Part time	0.50	0.50	0.50
Total fte	1.50	1.50	1.50



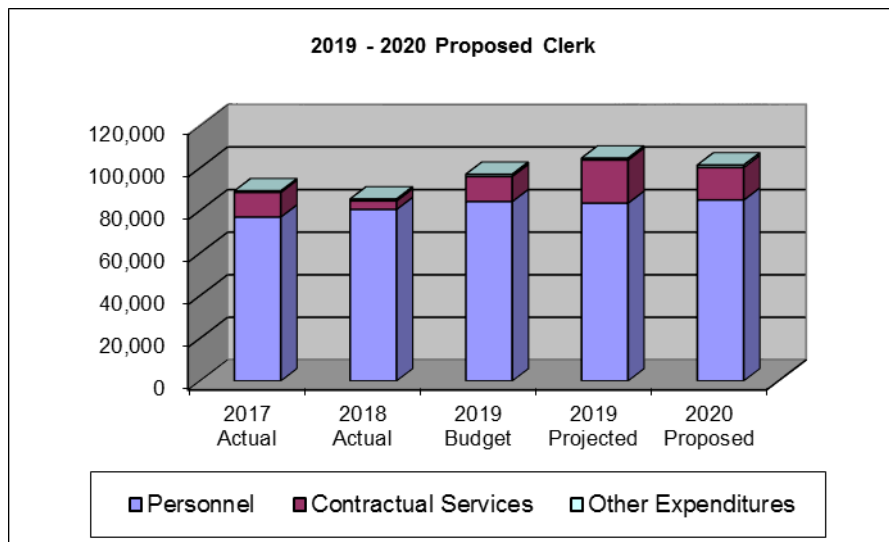
Narrative

The City Clerk's Office maintains all documents necessary for the effective administration and operation of municipal government, provides support to the Mayor and Council and aids in the delivery of effective government services.

Budget Summary

The budget level of funding allows the Clerk’s Office to operate in FY 2020 the same as it did in FY 2020.

Expenditures by type



City Clerk's Office
 General Fund: 001
 Department: 415

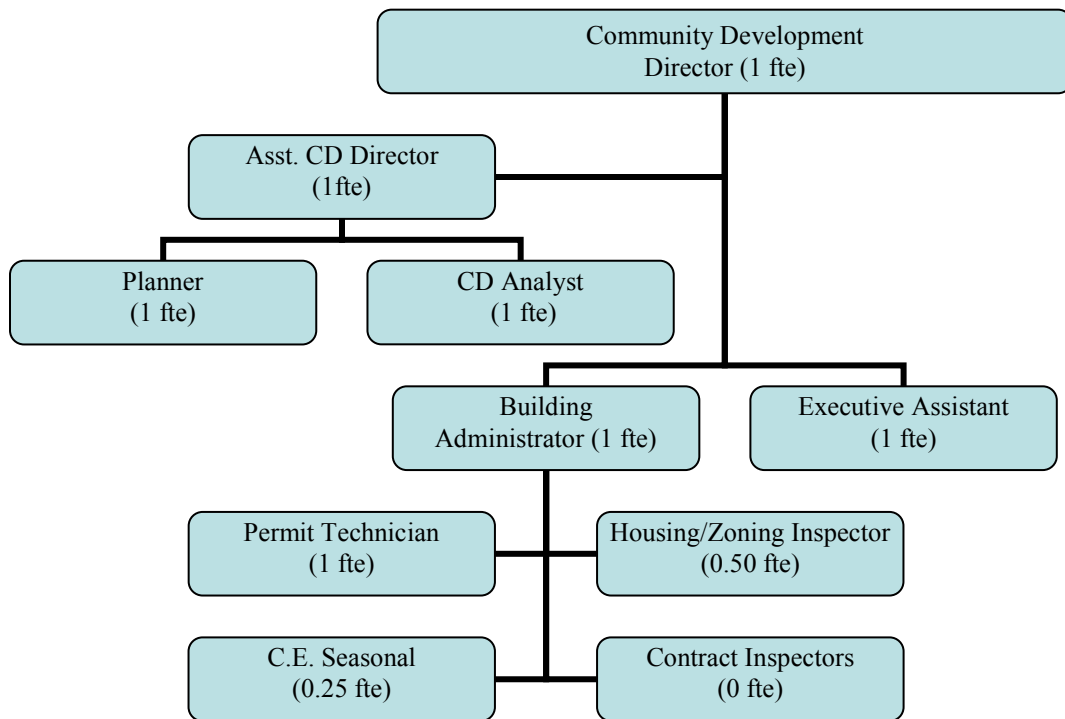
<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	64,057	66,763	69,851	69,860	72,238
40102	Overtime Pay	651	1,032	750	125	250
41101	FICA Expense	4,670	4,908	5,401	5,354	5,545
41102	IMRF Expense	7,631	7,854	8,267	8,195	6,981
Subtotal - Personnel		77,009	80,557	84,269	83,534	85,014
Contractual Services						
42034	Professional Services ¹	11,297	3,542	11,500	20,000	15,000
42051	Business Licenses	241	136	0	0	0
42089	Education and Training	0	249	200	185	200
42090	Dues and Subscriptions	0	85	85	35	35
Subtotal - Contractual Services		11,538	4,012	11,785	20,220	15,235
Other Expenditures						
49004	Conferences/Meetings	34	38	0	35	150
49099	Miscellaneous	661	844	1,000	863	1,000
Subtotal - Other Expenditures		694	882	1,000	898	1,150
TOTAL EXPENDITURES		89,242	85,451	97,054	104,652	101,399

¹ - Codifier fees

General Fund – Community Development

Personnel Schedule

	FY 2018	FY 2019	FY 2019
Full time	9.00	8.00	7.00
Part time	1.25	1.25	0.75
Total fte	10.25	9.25	7.75



* FY 2018 - GIS Specialist was budgeted here, now budgeted in Administration

Narrative

The Community Development Department is responsible for administering and enforcing the City of Wood Dale adopted Building Codes, Property Maintenance Code, Unified Development Ordinance, and Municipal Code. Staff includes personnel devoted to Comprehensive Land Use Planning and Economic Development. In addition staff prepares and presents reports and analysis to the Community Development Commission for pending cases and also provides staff support to the Streetscape and Economic Enhancement Committee, Building Code Board of Appeals, and Stormwater Management Committee. The Rental Property and Commercial Occupancy programs are administered from this department as well. A uniform and unbiased approach to enforcement results in a safe, healthy, and attractive community for residents, business owners, and visitors.

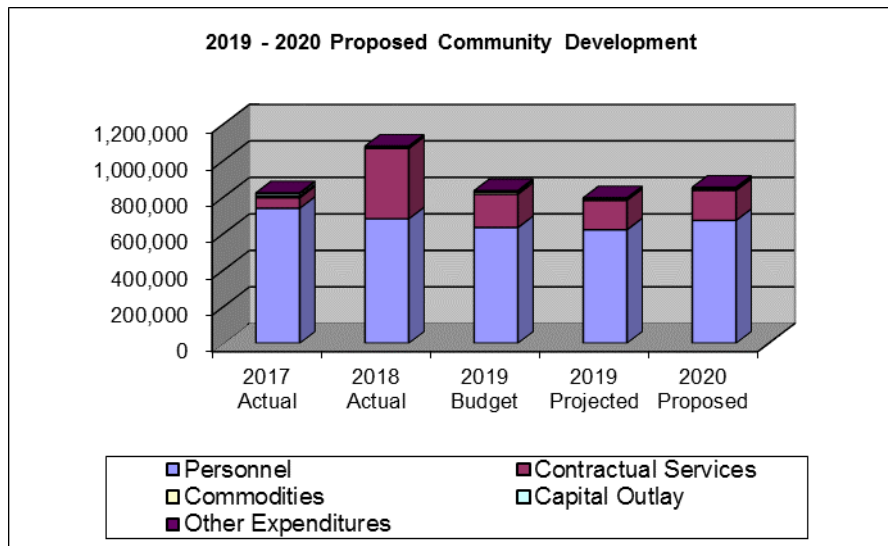
Budget Summary

This target level allows the Community Development Department to operate in FY 2020 the same as it did in FY 2019.

Performance Measures by Fiscal Year

	2017	2016	2015	2014	2013	2012	2011	2010
Building Permits Issued	961	869	752	1,108	759	812	681	739
Permit Inspections	2,274	2,045	1,607	1,928	1,639	1,583	1,594	1,852
Contractor Registrations	448	470	319	362	385	367	406	471
Rental Inspections	855	602	697	623	368	214	441	613
Property Maintenance Cases	339	378	370	447	390	435	627	657
Public Hearing Cases	17	18	13	9	5	6	6	3

Expenditures by type



Community Development
 General Fund: 001
 Department: 422

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101 ^	Salaries	618,287	562,872	529,340	519,262	572,766
40102	Overtime Pay	146	553	500	1,432	1,000
40104	Stand-By Pay	1,873	153	1,000	0	0
40107	Leave Time Buy-Back	1,673	10,855	0	0	0
40108	Longevity Pay	700	700	0	0	0
40166	Stipends	400	400	400	400	400
41101	FICA Expense	45,084	42,455	40,640	39,864	43,924
41102	IMRF Expense	71,498	64,082	62,208	61,020	55,292
Subtotal - Personnel		739,662	682,070	634,088	621,978	673,382
Contractual Services						
42005	Printing	1,681	1,511	2,500	1,950	2,400
42017	Maintenance - Vehicles	496	4,036	1,250	1,100	1,350
42034	Professional Services ¹	35,761	351,331	150,000	147,500	150,000
42039	Fire District Review Services	3,540	2,310	0	0	0
42086	Publication - Legal Notice/Hearings	(6,118)	(3,043)	1,500	350	1,250
42089	Education and Training	6,398	1,546	6,500	6,450	6,600
42090	Dues and Subscriptions ²	2,891	3,571	3,000	2,250	2,400
42104	Property Maintenance	12,585	24,220	18,000	1,000	0
Subtotal - Contractual Services		57,234	385,482	182,750	160,600	164,000
Commodities						
44001	Gasoline	2,757	2,261	3,750	2,050	2,750
44003	Books and Publications	645	980	1,000	840	1,100
44017	Maintenance - Vehicles	3,929	3,236	3,000	2,100	2,500
44021	Uniforms	1,155	956	2,000	915	1,750
44022	Safety Equipment	137	86	500	385	450
44031	Office Supplies	1,577	1,799	1,750	1,375	1,500
Subtotal - Commodities		10,200	9,318	12,000	7,665	10,050
Capital Outlay						
46001	Office Equipment	12,826	177	2,000	1,350	1,800
Subtotal - Capital Outlay		12,826	177	2,000	1,350	1,800
Other Expenditures						
49004	Conferences/Meetings ³	3,639	2,324	4,500	4,100	4,350
49099	Miscellaneous	138	7	0	575	700
Subtotal - Other Expenditures		3,778	2,331	4,500	4,675	5,050
TOTAL EXPENDITURES		823,699	1,079,378	835,338	796,268	854,282

¹ - Inspection and plan review services, other consulting
² - Various Trade and ICC Memberships, Industry related publications
³ - APA, ICSC, ILCMA, ICC

^ - Expanded level item - Community Development Analyst

2019 - 2020 BUDGET WORKPAPER

FUND: General **TYPE:**
DEPARTMENT: Community Development
 TARGET
 CURRENT
 EXPANDED

PRIORITY: **DESCRIPTION:** Community Development Analyst

NARRATIVE:

This expanded level item would allow the hiring of a full-time Community Development Analyst to support the Community Development Department. This position will provide support to the entire department with the intention of being able move up within the department as opportunities present themselves.

Duties of this position include, but is not limited to, perform administrative tasks (assist at the counter, answer phones, permit and general departmental paperwork), provide coordination for a variety of projects/programs that would help the department actively engage with the business community and pursue community development grants. Additionally, this position would also be responsible for creating and updating content for the Community Development and Economic Development webpages and provide staff support to the Streetscape and Economic Enhancement Committee. Another responsibility for this position would be to maintain the comprehensive database of all businesses in Wood Dale (with owner contact information, property details, current photographs, etc.).

ACCOUNT #:	DESCRIPTION:	COST:
001-422-40101	Salaries	\$ 50,000
001-422-41101	FICA Expense	\$ 3,825
001-422-41102	IMRF Expense	\$ 4,815
		\$ 58,640

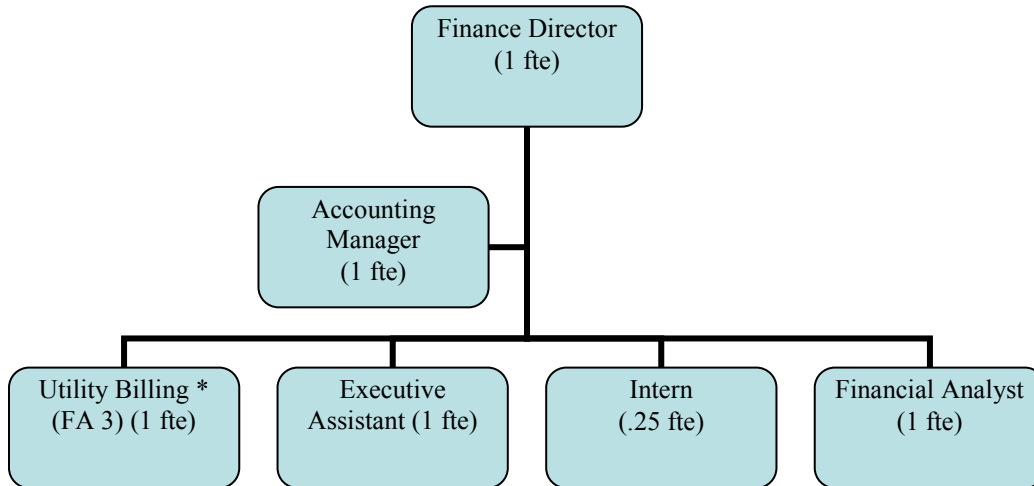
CITY MANAGER RECOMMENDATION YES

Note: This position would replace a part-time position, and would not increase the headcount within in the department. If this position is not approved, the part-time position would remain at its previously budgeted amount.

General Fund – Finance Department

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	4.00	4.00	4.00
Part time	0.25	0.25	0.25
Total fte	4.25	4.25	4.25



Narrative

The primary function of the Finance Department is to provide stewardship over the financial resources of the City of Wood Dale. In doing so, we provide monthly revenue and expenditure reports to department heads and members of the Council, provide accounting services for all City departments, oversee the annual audit and help facilitate, with the City Manager, the annual budget process. Additionally, we provide bi-weekly list of bills to the Council, issue monthly Utility Bills, invoice outside vendors for services, and process bi-weekly payroll. The Finance Department is constantly focused on customer service by assisting residents with their questions and complaints, as the department acts as the switchboard and front desk for the City.

* The Utility Billing FA3 operates in the Finance Department, but is budgeted out of the Water/Sewer Fund, Utilities Division.

Budget Summary

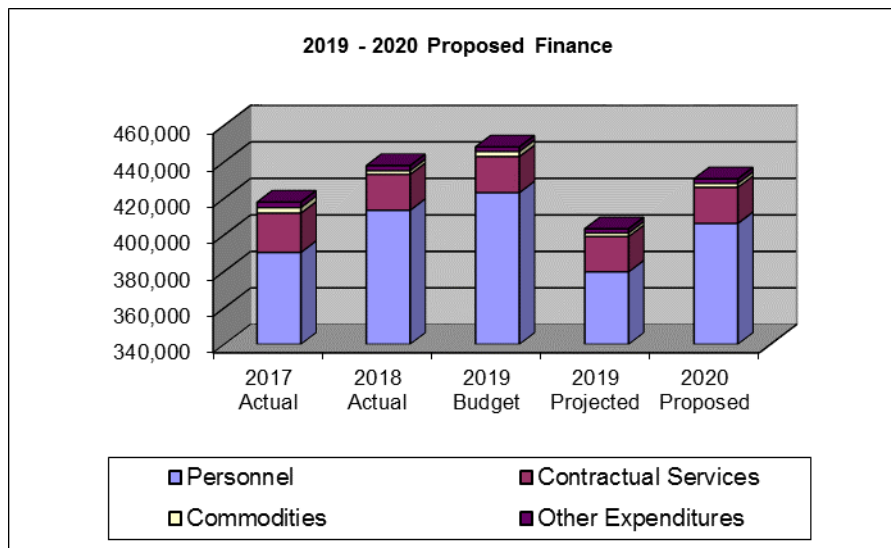
The budget level of funding allows the Finance Department to operate the same in FY 2020 as it did in FY 2019.

The budget has decreased due to a reduction in personnel costs.

Performance Measures

	2017	2016	2015	2014	2013	2012	2011	2010	2009
Vehicle Stickers Issued	9,587	12,229	9,524	9,934	9,049	10,225	9,729	9,880	9,968
Accounts Payable Checks	2,123	2,214	3,027	2,887	3,134	3,378	3,858	3,619	3,334

Expenditures by type



Finance Department
 General Fund: 001
 Department: 433

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	319,921	339,604	345,765	312,587	341,609
40102	Overtime Pay	4,195	4,791	4,500	2,487	1,600
40107	Leave Time Buy-Back	2,815	2,916	3,018	3,018	3,135
40108	Longevity Pay	950	950	950	0	0
40166	Stipends	200	200	200	0	0
41101	FICA Expense	24,192	25,453	27,114	24,334	26,495
41102	IMRF Expense	38,036	39,502	41,504	37,249	33,353
Subtotal - Personnel		390,309	413,416	423,051	379,675	406,192
Contractual Services						
42005	Printing ¹	17,273	16,405	16,000	15,985	16,500
42034	Professional Services ²	1,067	1,290	1,100	1,508	1,300
42089	Education and Training ³	2,538	979	2,000	1,050	1,200
42090	Dues and Subscriptions ⁴	655	936	675	790	775
Subtotal - Contractual Services		21,533	19,610	19,775	19,333	19,775
Commodities						
44002	Postage	87	56	75	0	0
44003	Books and publications	135	0	150	85	150
44021	Uniforms	603	804	800	750	800
44031	Office Supplies	2,201	1,221	1,750	1,150	1,200
Subtotal - Commodities		3,027	2,081	2,775	1,985	2,150
Other Expenditures						
49004	Conferences/Meetings ⁵	2,683	2,737	2,300	2,195	2,400
49099	Miscellaneous	285	0	150	35	50
Subtotal - Other Expenditures		2,968	2,737	2,450	2,230	2,450
TOTAL EXPENDITURES		417,838	437,844	448,051	403,223	430,567

¹ - Vehicle stickers and forms, CIP/Budget books and tabs

² - GFOA - CAFR, PAFR, and Budget awards

³ - GFOA/IGFOA Continuing education

⁴ - GFOA (1), IGFOA (2), Local Gov News

⁵ - GFOA (1), IGFOA annual conference (1)

General Fund – Legal

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total ft	0.00	0.00	0.00

No employees are budgeted out of this department.

Narrative

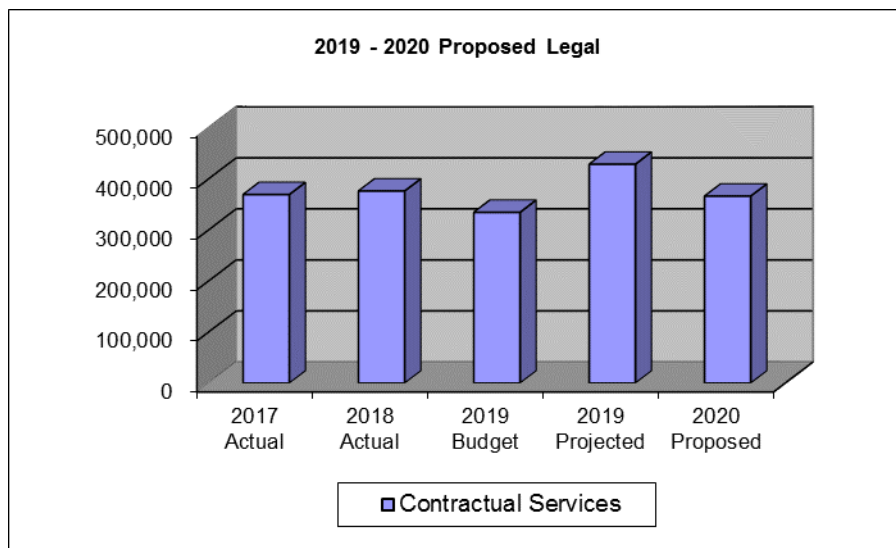
The legal budget funds three different legal services; general legal, labor legal and adjudication. Currently the City has three different firms to handle each of the aforementioned services.

Budget Summary

The budget level of funding allows the Legal Department to operate the same in FY 2020 as it did in FY 2019.

This amount is based on no change in services compared to FY 2019.

Expenditures by type



Legal Department
 General Fund: 001
 Department: 444

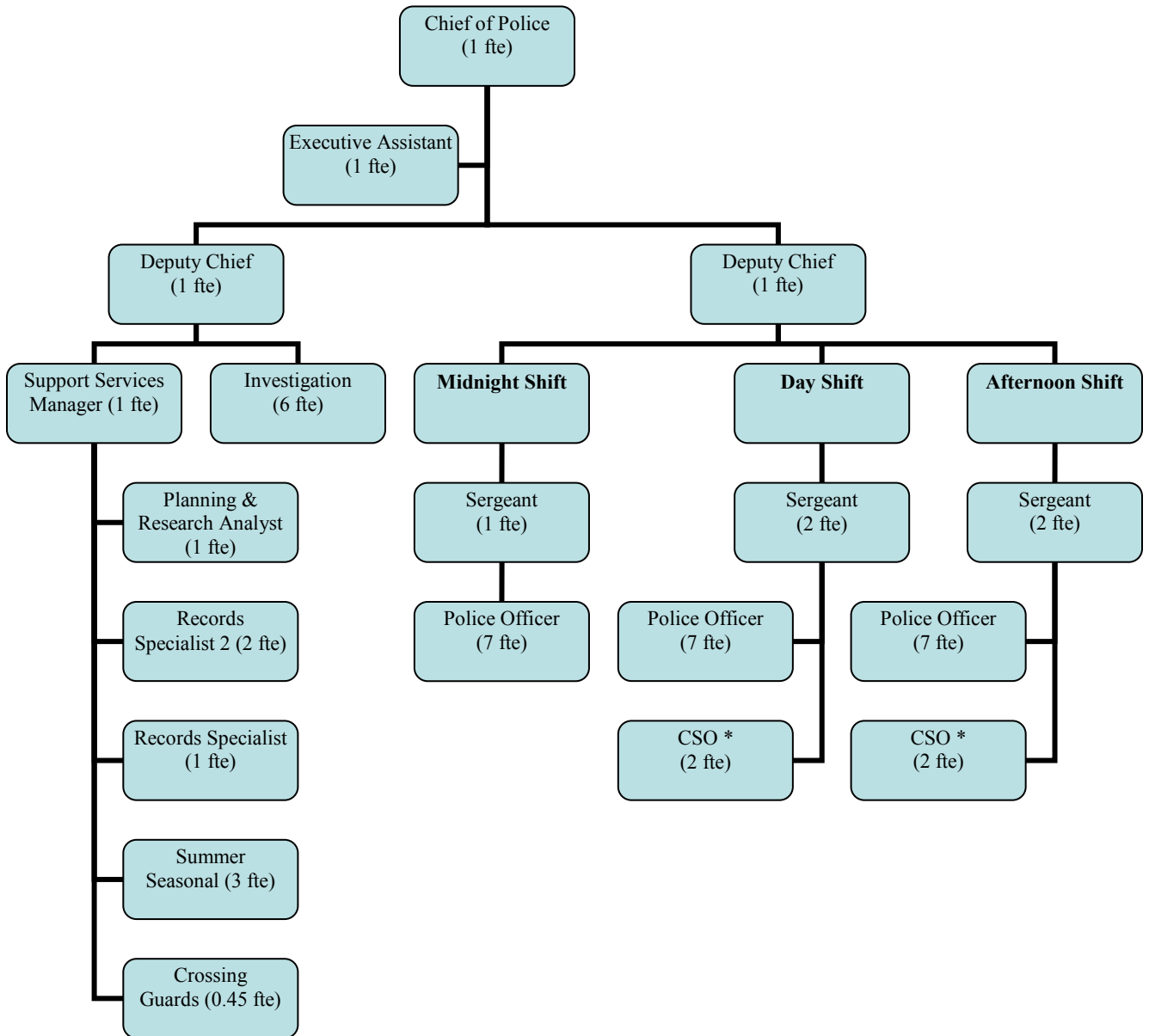
<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
	Contractual Services					
42062	Legal - General Fund	279,340	289,871	261,000	321,000	296,000
42064	Legal - Prosecution	60,800	56,072	55,750	47,495	50,000
42067	Legal - Labor	20,391	30,131	17,500	60,000	20,000
	Subtotal - Contractual Services	369,154	376,074	334,250	428,495	366,000
	TOTAL EXPENDITURES	369,154	376,074	334,250	428,495	366,000

Attorneys include: Bond Dickson & Associates; Marquardt & Belmonte; Storino, Ramello & Durkin

General Fund - Police

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	44.00	44.00	45.00
Part time	3.45	3.45	3.45
Total fte	47.45	47.45	48.45



* CSO – Community Service Officer

Narrative

The primary mission of the police department is the protection of life and property within the City. We work to achieve this mission through traditional and non-traditional means. This includes partnering with the community to achieve these goals. Goals and objectives are continually updated and are tailored to the current and emerging trends throughout the community.

Budget Summary

The budget level of funding allows the Police Department to operate in FY 2020 the same as it did in FY 2019.

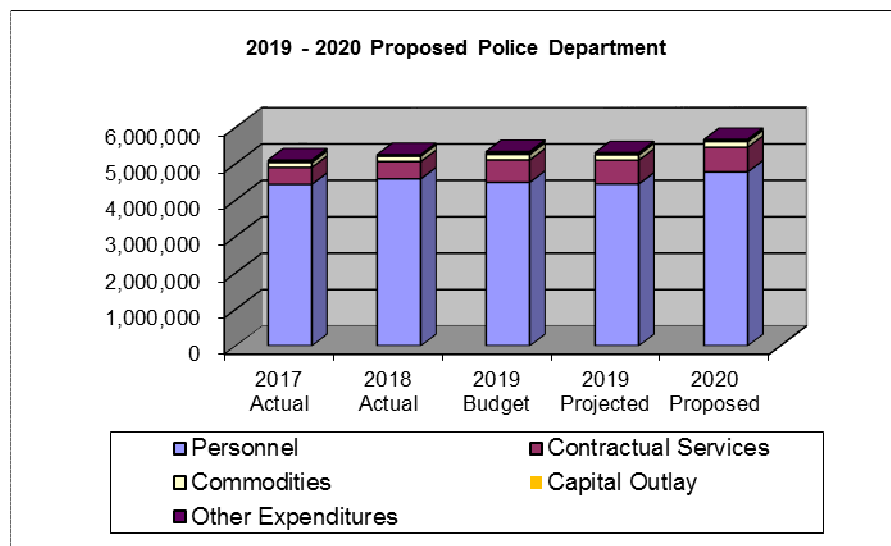
The increase from FY 2019 to FY 2020 is largely related to personnel costs. The costs are related to the department being fully staffed, and the addition of 1 CSO position.

The department includes 35 sworn officers and 10 non-sworn support personnel.

Performance Measures

	2017	2016	2015	2014	2013	2012	2011	2010	2009
Total Accident Investigations									
Prop. Damage	255	348	346	350	277	335	338	346	340
Personal Injury	46	47	62	61	41	34	33	37	42
Fatalities	0	0	0	1	0	1	0	0	0
Crime Index Part 1 Offense									
Homicide	0	0	0	0	0	0	0	0	0
Sexual Assault	3	1	0	1	1	0	1	0	3
Robbery	5	5	3	7	4	0	2	2	1
Assault/Battery	71	82	77	73	84	80	85	73	83
Burglary	17	16	23	22	30	45	40	21	24
Theft	138	138	107	85	115	114	110	105	104
Vehicle Theft	9	8	6	9	7	8	8	14	10
Arson	0	0	0	0	0	0	0	0	0
Calls for Service	15,781	17,194	18,701	18,903	19,122	18,379	17,513	17,527	17,809
Parking Violations	2,211	1,314	1,750	2,157	2,210	1,790	1,720	2,623	1,373
Traffic Violations									
Traffic Violations	4,563	5,686	6,712	7,757	7,882	8,294	7,778	7,777	8,308
DUI Violations	100	131	111	160	173	172	149	198	192
False Alarm Responses	438	588	838	659	604	860	773	1,060	972

Expenditures by type



Police Department
 General Fund: 001
 Department: 466

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	3,666,572	3,685,718	3,723,888	3,702,634	3,987,252
40102	Overtime Pay	254,609	388,429	322,500	309,610	332,500
40105	Part-time Employment	23,711	33,258	23,860	22,975	24,100
40106	Seasonal Employment	13,329	5,239	13,500	12,850	13,500
40107	Leave Time Buy-Back	48,959	84,337	9,900	8,900	11,500
40108	Longevity Pay	17,600	15,700	13,800	13,800	14,200
41101	FICA Expense	311,454	307,085	314,220	311,414	335,303
41102	IMRF Expense	62,480	66,345	69,382	61,011	56,464
Subtotal - Personnel		4,434,852	4,586,111	4,491,050	4,443,194	4,774,819
Contractual Services						
42001	Telephone/Alarm Line	11,228	12,269	12,500	12,312	12,500
42003	Communications	20,644	12,629	9,900	11,658	13,000
42005	Printing	2,494	2,944	2,600	2,450	2,600
42011	Maintenance - Buildings	10,140	11,991	18,000	14,300	15,000
42014	Maintenance - Office Equip	701	0	1,000	775	1,000
42015	Maintenance - Other Equip	1,346	1,193	2,000	1,275	2,000
42017	Maintenance - Vehicles	21,601	343	19,000	18,350	19,000
42019	Maintenance Agreement	12,500	14,169	17,000	16,900	18,000
42028	Emergency Services	0	1,484	1,600	1,812	1,900
42034	Professional Services	12,805	11,760	27,000	25,675	27,000
42036	Community Services	2,248	2,439	2,500	2,891	2,600
42037	Social Services ¹	13,800	14,220	14,650	14,220	14,640
42048 ^	Animal Control	1,185	2,295	2,500	13,800	10,500
42089	Education and Training	27,736	37,425	29,500	29,200	30,500
42090	Dues and Subscriptions	1,960	1,700	2,100	2,050	2,100
42093	Trax-Guard Administration	4,500	27,980	132,000	167,880	167,880
42466	Addison Consolidated Dispatch	319,310	319,310	319,310	319,310	336,872
Subtotal - Contractual Services		464,199	474,151	613,160	654,858	677,092

¹ - In-house counseling program - outside contractor

^ - Expanded level item - Skunk removal program

Police Department
 General Fund: 001
 Department: 466

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Commodities						
44001	Gasoline	48,031	50,258	57,000	58,834	60,000
44002	Postage	266	23	400	50	200
44003	Books and Publications	312	100	200	175	200
44011	Maintenance - Buildings	1,830	1,378	2,500	1,300	2,500
44015	Maintenance - Other Equip	2,587	1,373	2,800	2,535	2,800
44017	Maintenance - Vehicles	27,926	32,806	27,500	26,300	28,000
44021	Uniforms	31,051	37,190	36,000	33,400	36,000
44028	Emergency Services ²	2,231	2,196	3,000	2,850	3,000
44029	Copy Supplies	830	1,086	1,500	1,350	1,500
44031	Office Supplies	2,866	3,299	3,000	2,800	3,000
44032	Photo Supplies	1,625	0	500	450	500
44036	Community Services	6,081	6,805	7,500	7,050	7,500
44039	Detective's Expenses ³	2,870	2,786	3,000	2,925	3,000
44041	Investigative Supplies	1,399	1,390	1,500	1,475	1,500
44042	Ammunition/Gun Range	4,639	4,651	6,200	6,050	6,200
44043	Prisoner Food	50	84	200	175	200
Subtotal - Commodities		134,597	145,425	152,800	147,719	156,100
Capital Outlay						
46001	Office Equipment	2,321	143	2,500	2,275	2,500
46466	Police Operating Equipment ⁴	44,679	23,748	27,900	27,500	28,565
Subtotal - Capital Outlay		47,001	23,891	30,400	29,775	31,065
Other Expenditures						
49001	Court Mileage Reimb	3,445	3,352	3,900	3,400	3,900
49004	Conferences/Meetings	2,616	3,297	3,000	2,825	3,000
49007	Dist. 7 After School ⁵	0	0	18,000	0	0
49022	DuPage Children's Center ⁶	3,500	3,500	3,500	3,500	3,500
49043	Safety Program	978	245	2,200	1,975	2,200
49046	Fitness Program	768	384	4,500	4,300	4,500
49047	Accreditation ⁷	4,934	4,667	4,900	4,595	4,900
49099	Miscellaneous	645	1,611	2,000	1,875	2,000
Subtotal - Other Expenditures		16,886	17,056	42,000	22,470	24,000
TOTAL EXPENDITURES		5,097,534	5,246,634	5,329,410	5,298,016	5,663,076

² - VPS training, supplies, command post supplies

³ - Online intelligence systems monthly fee, undercover supplies

⁴ - AED replacement, Blackout modules, Vests, Gas mask filters, Traffic safety equipment, fitness equipment bike patrol, accident reconstruction, speed awareness signs, BDA

⁵ - City contribution to after school program

⁶ - Contribution for investigation of sexual cases against juveniles

⁷ - Yearly fees and onsite fees for Law Enforcement; reduction due to elimination of in-house dispatch center

2019 - 2020 BUDGET WORKPAPER

FUND: General **TYPE:**
DEPARTMENT: Police TARGET
 CURRENT
 EXPANDED
PRIORITY: High **DESCRIPTION:** Skunk Removal

NARRATIVE:

During 2018, City Council approved an experimental skunk removal grant program. At the end of the 2018 summer, Council approved a final distribution of those funds and gave direction that we will examine this program during the next budget process.

If City Council decides to continue this program, staff would make several recommendations to improve the program and contain costs where possible.

ACCOUNT #:	DESCRIPTION:	COST:
001-466-42048	Skunk Removal Grant Program	\$ 8,000

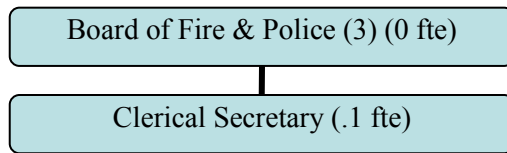
CITY MANAGER RECOMMENDATION

YES

General Fund – Board of Fire & Police

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.10	0.10	0.10
Total fte	0.10	0.10	0.10



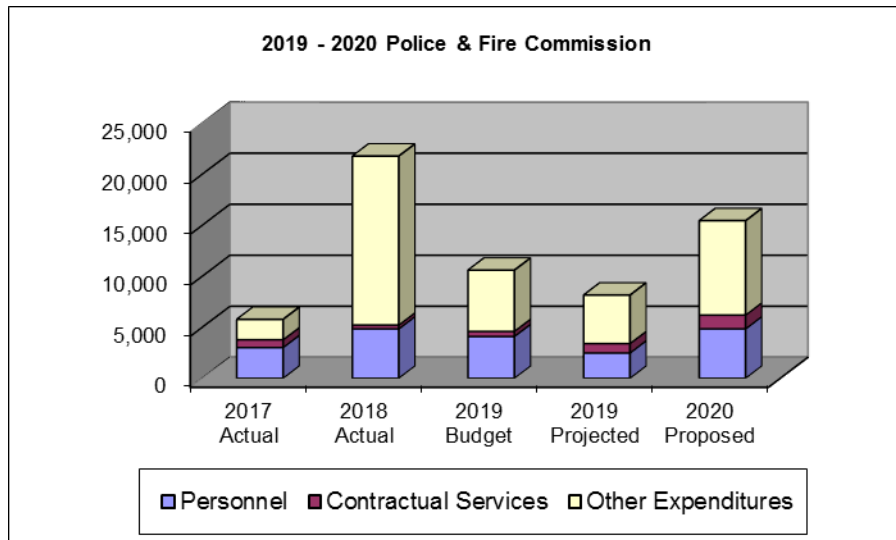
Narrative

The Board of Police Commissioners consists of three commissioners who are appointed by the Mayor. It oversees establishment of both promotional and initial hiring civil service list and make conditional offers of employment to entry level police officers. In addition, it is responsible for final decisions regarding disciplinary matters involving sworn police officers and provides due process for administrative hearings with those police officers’ discipline issues.

Budget Summary

The budget level of funding allows the Board of Fire & Police to operate in FY 2020 as it did in FY 2020.

Expenditures by type



Police & Fire Commission
 General Fund: 001
 Department: 477

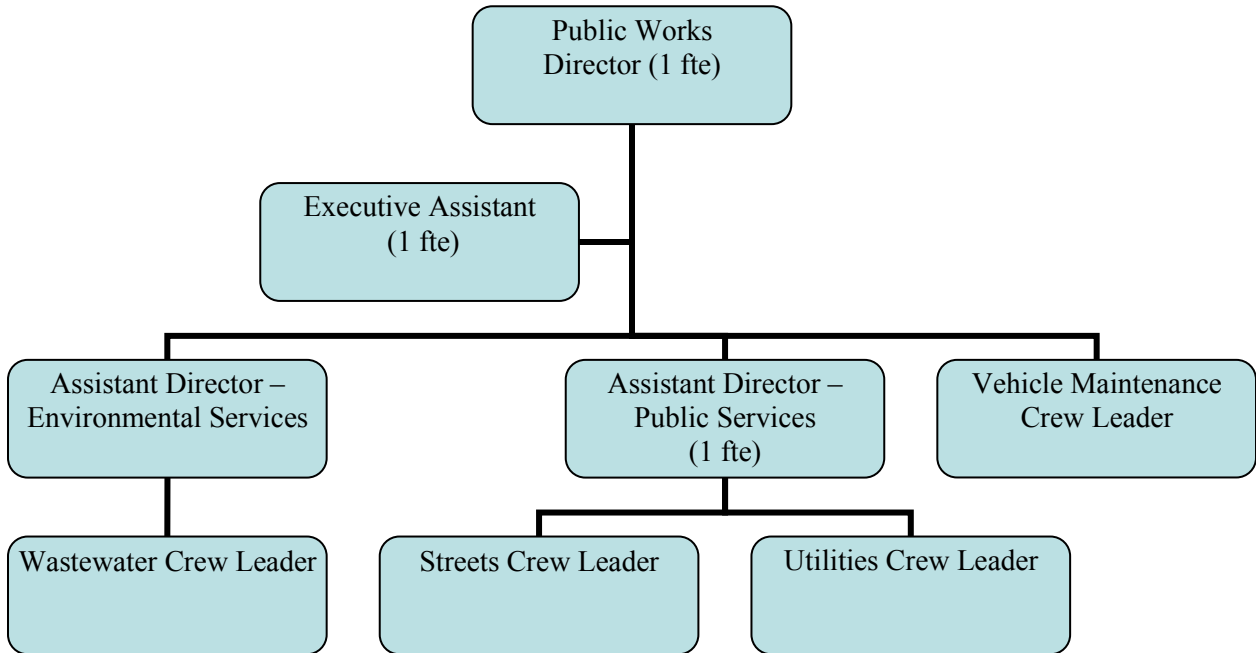
<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40105	Part-time Employment	2,800	4,500	3,800	2,300	4,500
41101	FICA Expense	214	344	300	180	350
Subtotal - Personnel		3,014	4,844	4,100	2,480	4,850
Contractual Services						
42005	Printing	0	0	100	50	100
42090	Dues and Subscriptions	760	375	400	375	750
42095	Employee Recruitment	0	0	0	500	500
Subtotal - Contractual Services		760	375	500	925	1,350
Other Expenditures						
49004	Conferences/Meetings ¹	0	0	600	1,050	1,050
49044	Testing Program	1,560	16,559	5,000	3,500	8,000
49099	Miscellaneous	440	0	400	200	200
Subtotal - Other Expenditures		2,000	16,559	6,000	4,750	9,250
TOTAL EXPENDITURES		5,774	21,778	10,600	8,155	15,450

¹ - Includes fall & spring for all three commissioners

General Fund - Public Works Administration

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	3.00	3.00	3.00
Seasonal	0.00	0.00	0.00
Total fte	3.00	3.00	3.00



The Director of Public Works, Assistant PW Director – Public Services, and Executive Assistant are the only personnel within the Public Works Administration budget. The Assistant PW Director – Environmental Services and Crew Leaders are shown to illustrate the relationship between the Director, Assistant Directors and Crew Leaders.

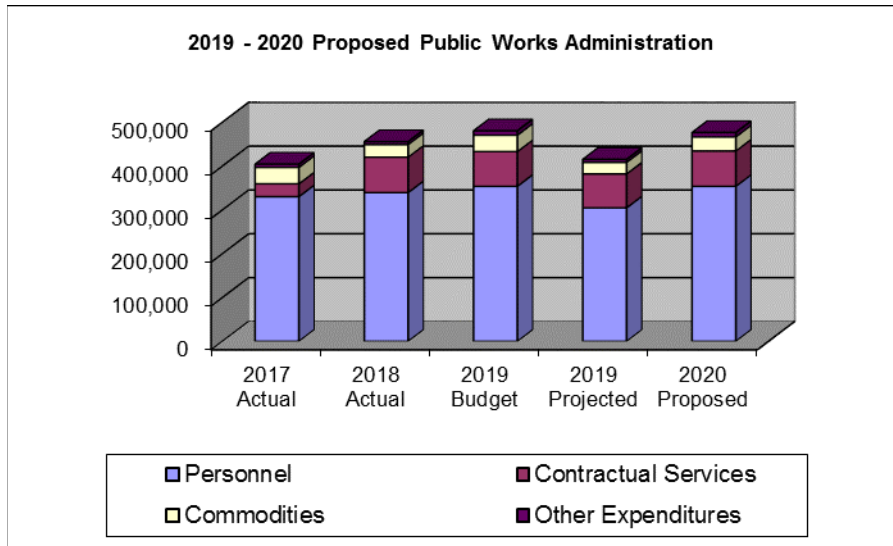
Narrative

The Public Works Director has the responsibility to plan, direct and manage the operations of the Public Works Department including streets, forestry, storm sewers, sanitary collection, water distribution, wastewater treatment, vehicle maintenance, facilities maintenance, and Dial-a-Ride. The work is ultimately performed under the direction of the City Manager.

Budget Summary

The budget level of funding allows the Public Works Administration Division to operate in FY 2020 as it did in FY 2019. There are no new employees or programs included in the budget for this year.

Expenditures by type



Public Works Administration
 General Fund: 001
 Department: 487

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	264,967	274,851	284,553	243,267	289,427
40102	Overtime Pay	357	437	250	375	350
40108	Longevity	1,100	1,100	1,100	1,100	1,100
40166	Stipends	12,450	10,500	12,500	12,500	12,500
41101	FICA Expense	19,641	20,330	21,872	18,723	22,252
41102	IMRF Expense	31,535	32,138	33,479	28,659	28,011
Subtotal - Personnel		330,051	339,356	353,754	304,624	353,641
Contractual Services						
42005	Printing	0	0	150	150	150
42011	Maintenance - Buildings	17,164	2,270	15,000	16,500	17,500
42014	Maintenance - Office Equip	324	0	300	150	300
42015	Maintenance - Other Equip	0	0	200	0	200
42017	Maintenance - Vehicles	84	116	200	575	200
42019	Maintenance agreements ¹	5,886	5,948	4,500	4,500	5,000
42034	Professional Services ²	2,968	1,080	1,200	700	1,200
42050 *	Engineering Services	121	65,784	50,000	48,750	50,000
42089	Education and Training	1,729	4,746	6,500	5,000	5,000
42090	Dues and Subscriptions ³	1,130	997	1,200	1,100	1,200
Subtotal - Contractual Services		29,405	80,941	79,250	77,425	80,750

* - Previously budgeted out of Admin - 411

¹ - P.W. HVAC

² - Weather service

³ - AWWA, APWA, other professional organizations

Public Works Administration
 General Fund: 001
 Department: 487

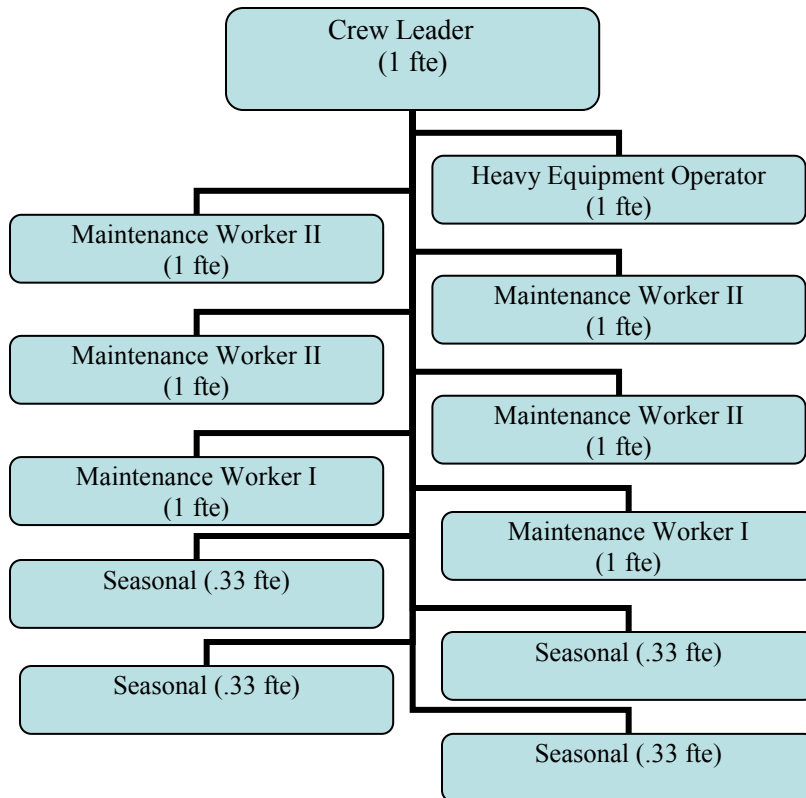
<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Commodities						
44001	Gasoline	1,680	1,569	1,600	1,650	1,750
44002	Postage	131	10	100	100	150
44003	Books and publications	0	0	100	100	100
44011	Maintenance - Buildings	4,197	2,832	5,000	2,500	4,000
44017	Maintenance - Vehicles	991	2,876	500	500	700
44021	Uniforms	19,827	12,705	16,000	15,000	18,000
44022	Safety Equipment	2,135	4,181	6,000	3,500	3,500
44031	Office Supplies	3,494	2,872	3,500	2,500	2,300
44099	Other Parts/Materials	4,573	1,550	4,500	500	1,500
Subtotal - Commodities		37,312	28,595	37,300	26,350	32,000
Other Expenditures						
49004	Conferences/Meetings ⁴	2,652	1,478	5,000	3,000	6,000
49043	Safety Program	4,208	4,950	4,500	3,500	3,500
49099	Miscellaneous	500	150	500	275	550
Subtotal - Other Expenditures		7,360	6,578	10,000	6,775	10,050
TOTAL EXPENDITURES		404,128	455,470	480,304	415,174	476,441

⁴ - APWA, AWWA, Snow and Ice Conference, Arborist, Local seminars

General Fund - Street Division

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	8.00	8.00	8.00
Seasonal	1.33	1.33	1.33
Total fte	9.33	9.33	9.33



Narrative

The Street Division is responsible for the care of streets, curbs, sidewalks, storm drainage, street lighting, parkway trees, traffic signage, turf grass, and snow and ice control within the City. Streets Division staff consists of one Crew Leader, one Heavy Equipment Operator, four Maintenance Worker IIs, two Maintenance Worker Is, and four seasonal.

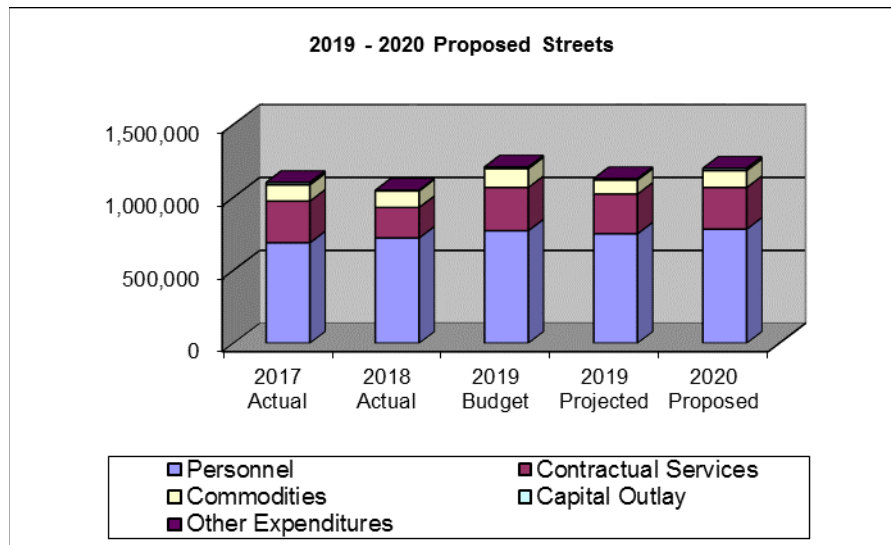
Budget Summary

The budget level of funding allows the Streets Maintenance Division to operate in FY 2020 as it did in FY 2019.

Performance Measures

	2017	2016	2015	2014	2013	2012	2011	2010
Street Sweeping								
Curb Lane Miles Swept	250	250	250	250	250	250	250	250
Cubic Yard of Waste Collected	N/A	N/A	N/A	2,100	2,200	2,200	2,200	2,400
Snowplowing								
Number of Snow Events	19	15	43	33	35	29	10	48
Inches of Snow Fall	36.3	26.1	31	51	80	19	19.8	57.9
Right of Way Mowing								
Acres Mowed	107	107	107	97	97	57	57	57
Number of Parcels Mowed	169	169	169	100	121	100	100	100
Sidewalk Replace/Repaired (Squares)	327	301	354	131	112	300	611	250
Regulatory Signs Installed	448	76	87	97	90	100	115	78

Expenditure by type



Street Maintenance
 General Fund: 001
 Department: 488

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	502,850	526,079	549,459	549,349	572,811
40102	Overtime Pay	30,216	45,666	44,000	41,385	45,000
40104	Stand-by-pay	12,177	13,651	12,750	13,047	13,250
40106	Seasonal Employment	33,223	20,754	38,000	25,319	37,000
40107	Leave Time Buy-Back	0	0	0	67	100
40108	Longevity Pay	1,650	1,850	1,850	1,850	1,850
41101	FICA Expense	42,893	44,762	49,424	48,273	51,256
41102	IMRF Expense	65,234	68,359	75,654	70,703	60,771
Subtotal - Personnel		688,243	721,121	771,136	749,993	782,038
Contractual Services						
42015	Maintenance - Other Equip	529	4,658	4,500	1,200	2,000
42017	Maintenance - Vehicles	8,607	4,141	12,000	6,500	10,000
42022	Equipment Rental	1,469	1,674	2,250	5,000	5,000
42046 ^	Forestry Program ¹	78,913	65,199	45,000	55,000	55,000
42047	Mosquito Abatement	49,424	46,711	50,000	54,400	55,000
42049	Gypsy Moth Spraying	20,824	20,824	21,000	21,000	21,000
42054	Dump Fees ²	13,088	8,536	14,000	18,000	18,000
42056	Stream bank/Streetscape	9,655	919	10,000	0	0
42060	Sidewalk maintenance ³	76,157	54,535	80,000	65,000	65,000
42089	Education and Training ⁴	3,219	1,505	3,250	1,000	3,500
42090	Dues and Subscriptions ⁵	350	968	750	900	1,000
42103	Parkway Tree replacement	23,779	0	45,000	28,500	30,000
42106 *	Landscaping - City properties	0	0	8,800	16,000	20,000
Subtotal - Contractual Services		286,014	209,670	296,550	272,500	285,500

¹ - Brush collection contract (reimbursed from garbage contract), tree trimming

² - Disposal of street sweeping and landscape waste

³ - Replacement of sidewalk and apron section due to utility work

⁴ - APWA, NIMS, Arborist, continuing education

⁵ - APWA, ISA, IAA

^ - Expanded level item - Additional brush collection

* - Expanded level item - Maintenance of Clock Tower, NE Corner of WD and Irving and Potter St

Street Maintenance
 General Fund: 001
 Department: 488

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Commodities						
44001	Gasoline	18,494	24,617	20,000	25,000	25,000
44015	Maintenance - Other Equip	20,311	21,526	22,000	16,000	20,000
44017	Maintenance - Vehicles	26,544	31,055	25,000	25,000	26,000
44022	Safety Equipment	829	285	1,750	1,800	2,200
44083	Snow & Ice Control ⁶	17,900	19,425	42,000	15,000	28,000
44099	Other Parts/Materials	26,938	15,419	17,500	12,000	13,500
Subtotal - Commodities		111,016	112,327	128,250	94,800	114,700
Capital Outlay						
46002	Other Equipment ⁷	15,126	4,494	10,000	10,000	15,000
Subtotal - Capital Outlay		15,126	4,494	10,000	10,000	15,000
Other Expenditures						
49004	Conferences/Meetings ⁸	815	78	750	0	600
49099	Miscellaneous	109	66	500	0	500
Subtotal - Other Expenditures		924	144	1,250	0	1,100
TOTAL EXPENDITURES		1,101,322	1,047,756	1,207,186	1,127,293	1,198,338

⁶ - Beet juice, not eligible for MFT funding

⁷ - Miscellaneous equipment; unexpected replacement

⁸ - APWA conference

2019 - 2020 EXPANDED LEVEL REQUEST

FUND:	General	TYPE:	<u> </u> TARGET
DEPARTMENT:	Public Works		<u> </u> CURRENT
			<u>X</u> EXPANDED
PRIORITY:	High	DESCRIPTION:	Brush Collection

NARRATIVE:

Currently our vendor picks up brush six times a year- Early April, Late May, Mid-July, Mid-September, Late October, and Late November. We are looking to expand this to include an additional pick up either in June or August to help assist our residents with any brush that accumulates during those periods where there is not a monthly pickup.

ACCOUNT #:	DESCRIPTION:	COST:
001-488-42046	Forestry Program	\$ 5,850

CITY MANAGER RECOMMENDATION **YES**

2019 - 2020 BUDGET WORKPAPER

FUND:	General	TYPE:	<input type="checkbox"/>	TARGET
DEPARTMENT:	Public Works – Streets		<input type="checkbox"/>	CURRENT
			<input checked="" type="checkbox"/>	EXPANDED
PRIORITY:	High	DESCRIPTION:	Maintenance of Clock Tower, Triangle Parcel and Potter St.	

NARRATIVE:

In order to keep the Clock Tower, Triangle parcel, and the Potter St. Gateway looking in pristine condition staff requests this service be contracted out due to the staff time involved in this labor intensive effort. The work performed will be similar to what is done to the existing islands at Wood Dale and Irving but will also include several over components such as mowing and maintenance of the water feature. This service would include fall and spring cleanup, mulching, weekly mowing, biweekly garbage and weed removal, water feature maintenance, trimming and deadheading of plants, as well as removal of any dead plants.

ACCOUNT #:	DESCRIPTION:	COST:
001-488-42106	Maintenance – Right of Way	\$ 12,000

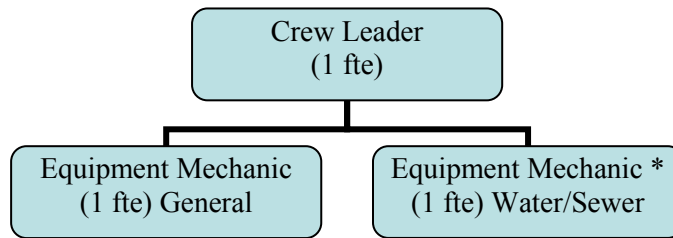
CITY MANAGER RECOMMENDATION

YES

General Fund - Vehicle Maintenance Division

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time *	2.00	2.00	2.00
Seasonal	0.00	0.00	0.00
 Total fte	 2.00	 2.00	 2.00



**1 equipment mechanic funded out the Water/Sewer Fund*

Narrative

The primary function of the Vehicle Maintenance Division is to provide preventative maintenance and repair to all City vehicles and equipment, both mobile and permanently affixed. This includes, but is not limited to: squad cars, administrative vehicles, and all specialty vehicles and equipment within the Public Works Department. The size of the fleet is currently 100 vehicles, along with approximately 120 pieces of portable equipment. Vehicle Maintenance maintains the fuel dispensing system, which is also used by the Fire Department, Park District and the School District. The Vehicle Maintenance Division staff consists of one Senior Equipment Mechanic / Crew Leader and two Equipment Maintenance Mechanics.

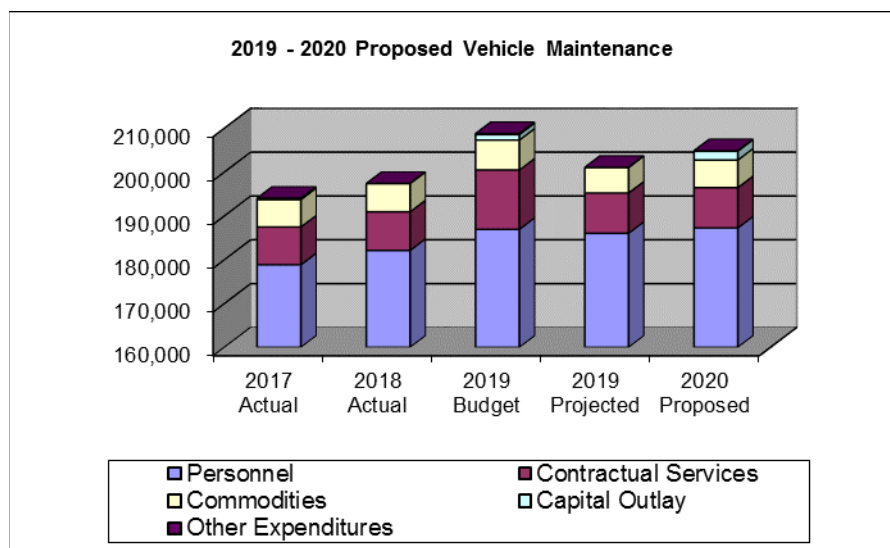
Budget Summary

The budget level of funding allows the Vehicle Maintenance Division to operate in FY 2020 as it did in FY 2019.

Performance Measures

	2017	2016	2015	2014	2013	2012	2011	2010	2009
Repair Orders Completed									
Tire Service									
Replacement	86	86	76	84	60	70	67	89	90
Repairs	40	25	26	27	29	33	39	28	32
Repair Orders Completed									
PM Services	316	348	355	336	320	287	191	141	172
General Repairs	670	701	602	663	598	638	479	396	366
Brake Jobs	11	12	23	22	14	21	21	16	30
Snow Fighting Related	117	119	105	100	130	66	43	83	51
Landscape/Sweeping	103	120	111	145	110	77	69	39	43
Outsourced Services	62	38	103	99	58	83	63	79	48
Total	1,405	1,449	1,401	1,476	1,319	1,275	972	871	832

Expenditures by type



Vehicle Maintenance
 General Fund: 001
 Department: 489

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	147,823	150,701	154,602	154,003	157,456
40102	Overtime Pay	383	524	500	350	500
40108	Longevity Pay	1,500	1,500	1,500	1,500	1,700
41101	FICA Expense	11,258	11,484	11,980	11,923	12,214
41102	IMRF Expense	17,862	17,903	18,338	18,250	15,375
Subtotal - Personnel		178,826	182,112	186,920	186,026	187,245
Contractual Services						
42015	Maintenance - Other Equip ¹	1,641	967	1,750	425	600
42017	Maintenance - Vehicles	0	0	200	615	300
42089	Education and Training ²	170	118	1,000	150	300
42090	Dues and Subscriptions ³	6,831	7,723	10,600	8,000	8,000
Subtotal - Contractual Services		8,642	8,808	13,550	9,190	9,200
Commodities						
44001	Gasoline	1,277	913	1,000	750	800
44015	Maintenance - Other Equip	1,772	2,283	2,250	1,500	2,000
44017	Maintenance - Vehicles	78	330	325	1,500	1,000
44022	Safety Equipment	28	0	250	250	300
44099	Other Parts/Materials	3,058	2,917	3,000	1,800	2,200
Subtotal - Commodities		6,214	6,443	6,825	5,800	6,300
Capital Outlay						
46002	Other Equipment ⁴	315	0	1,250	0	2,000
Subtotal - Capital Outlay		315	0	1,250	0	2,000
Other Expenditures						
49004	Conferences/Meetings ⁵	0	0	100	0	0
49099	Miscellaneous	0	0	100	25	100
Subtotal - Other Expenditures		0	0	200	25	100
TOTAL EXPENDITURES		193,997	197,363	208,745	201,041	204,845

¹ - Includes possible repairs of above ground gas storage tank, SL210 ground lift, A/C recovery/recharging machine

² - ASE training

³ - ASE, All Data, NED software, On Command, Ford IDS, CFA, Diamond Logic Support, Davie, Cummins

⁴ - Replacement of portable vehicle lifts

⁵ - ASE, misc. fleet seminars

General Fund – Central Services

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this department.

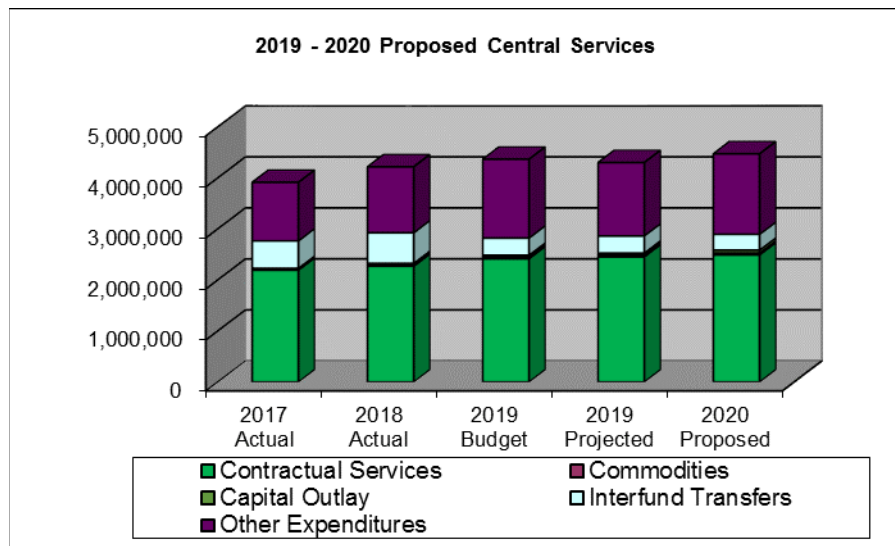
Narrative

The Central Services Department accounts for General Fund expenditures that are not easily or explicitly assigned to a particular department. Highlights of this department are health care costs, property/casualty premiums, transfers to other funds, and the contribution to the Police Pension Fund.

Budget Summary

The budget level of funding allows the Central Services Department to operate the same in FY 2020 as it did in FY 2019. In FY 2018 the line items related to IT services began being budgeted out of here instead of the Administration Department. The reason for this change was that IT spans the entire City, not just one department, and fits better within the Central Services budget as this is where items that are Citywide are budgeted out of.

Expenditures by type



Central Services
 General Fund: 001
 Department: 499

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Contractual Services						
42001	Telephone/Alarm Line	125,573	123,607	112,500	119,750	122,500
42005	Printing	16,187	8,240	10,500	13,750	15,000
42011 ^	Maintenance - Buildings ¹	116,739	124,712	125,000	97,500	100,000
42019	Maintenance Agreement	5,454	0	15,000	0	0
42022	Equipment Rental ²	15,157	9,998	10,000	17,500	15,000
42030	IT Professional Services	0	3,965	30,000	33,950	30,000
42031	Auditing Services	39,480	41,260	39,500	40,500	42,500
42034	Professional Services	26,106	26,600	26,500	26,450	27,000
42043	Insurance Premiums	318,894	334,563	350,000	349,500	370,000
42061	Health Care	1,512,005	1,464,410	1,530,000	1,620,500	1,650,000
42088	Employee Development	0	0	0	3,800	15,000
42095	Employee Recruitment	242	620	500	2,250	3,500
42096	Candidate Medical	252	0	500	0	0
42097	Unemployment Compensation	15,749	3,745	0	2,875	0
42105 *	IT - Software Licenses ³	0	127,091	165,000	123,875	100,000
Subtotal - Contractual Services		2,191,837	2,268,811	2,415,000	2,452,200	2,490,500
Commodities						
44002	Postage	23,081	22,652	22,000	22,437	23,000
44011	Maintenance - Buildings ⁴	2,669	6,226	10,000	14,250	15,000
44051	Electric Utilities	10,385	2,193	500	235	500
44100	Etiquette Considerations	228	345	350	335	400
Subtotal - Commodities		36,363	31,416	32,850	37,257	38,900

* - Previously budgeted out of Admin - 411

¹ - Janitorial Service Contract

² - Copiers

³ - Ultra Nexis, Barracuda, ADA, Website, Mobile App, MinuteTraQ, Unitrends, Palo Alto, Springbrook

⁴ - Lighting bulbs, paper goods, cleaning supplies, other building repair parts

Central Services
 General Fund: 001
 Department: 499

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Capital Outlay						
46030 *	IT Equipment	106	24,943	38,100	37,632	55,750
Subtotal - Capital Outlay		106	24,943	38,100	37,632	55,750
Interfund Transfers						
48045	To Land Acquisition	106,970	298,494	10,000	10,000	10,000
48051	To C.E.R.F	430,000	300,000	325,000	325,000	300,000
Subtotal - Interfund Transfers		536,970	598,494	335,000	335,000	310,000
Other Expenditures						
49041	Employee Recognition	9,280	10,462	3,500	3,325	5,150
49043	Safety Program ⁵	86	74	250	125	2,000
49048	Employee Engagement ⁶	2,997	4,961	10,000	9,647	10,000
49070	Community Donations	8,000	0	0	1,000	0
49085	Generator Grant Program	1,450	3,260	2,500	2,750	3,000
49086	Police Pension Contribution	1,081,299	1,181,162	1,300,127	1,300,127	1,423,206
49091	O'Hare Noise Sub-Committee	2,388	0	3,000	500	3,000
49100	Credit Card Fees	1,140	(56)	0	850	1,000
49166	Stormwater Committee	0	0	0	25,000	30,000
49999	Sales Tax Rebate Program	39,976	93,308	225,000	95,000	100,000
Subtotal - Other Expenditures		1,146,735	1,293,171	1,544,377	1,438,324	1,577,356
TOTAL EXPENDITURES		3,912,011	4,216,835	4,365,327	4,300,413	4,472,506

* - Previously budgeted out of Admin - 411

⁵ - DOT Drug screen, safety kits, tetanus shots

⁶ - Annual Health Fair, EAP, Employee Engagement Committee activities

Road & Bridge Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

Narrative

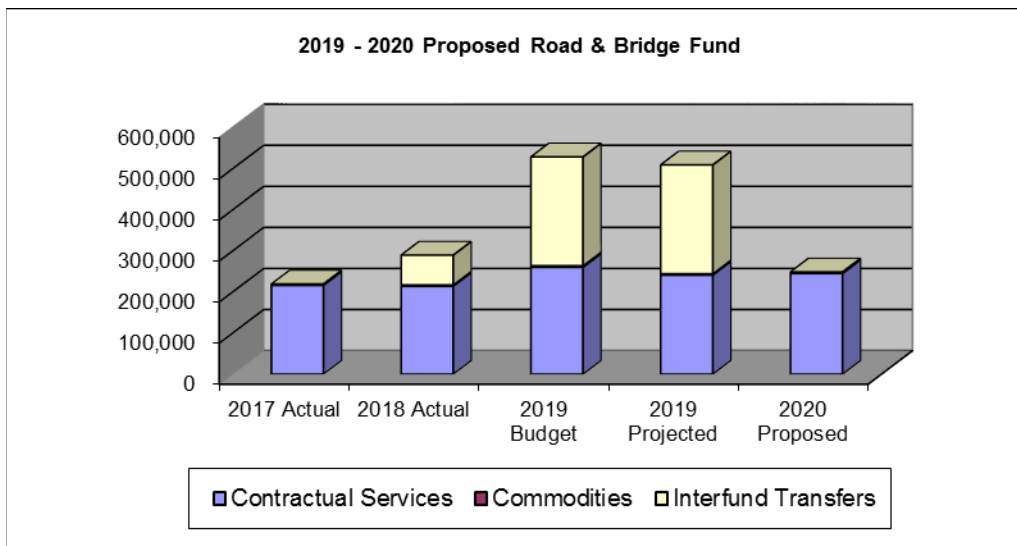
The Road and Bridge Fund is a special revenue fund that is funded by Property Taxes and interest income, which are used to support the Capital Projects Fund, City roadway signage, striping, restoration due to utility operations, minor patchwork, and some natural gas street lights.

This fund is reported as a Nonmajor Fund in the City’s CAFR.

Budget Summary

The budget level of funding allows the Road and Bridge Fund to operate the same in FY 2020 as it did in FY 2019.

Expenditures by type



ROAD & BRIDGE FUND
Fund: 002

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Taxes						
31155	R.E. Taxes-Current	229,887	232,250	230,000	239,886	245,000
32020	Replacement Tax	2,925	2,363	27,000	2,461	2,500
Subtotal - Real Estate Taxes		232,812	234,613	257,000	242,347	247,500
Investment Income						
31310	Interest on Investment	510	1,277	1,000	1,250	1,300
Subtotal - Investment Income		510	1,277	1,000	1,250	1,300
TOTAL REVENUE		233,323	235,890	258,000	243,597	248,800
EXPENDITURES						
Contractual Services						
42040	Traffic Signs/Traffic Control	14,601	7,359	20,000	10,000	20,000
42082	Pavement Striping	37,230	18,431	50,000	20,000	35,000
42084	Road Resurfacing/Repair	110,356	125,243	135,000	166,000	135,000
42110	Street Sweeping	53,740	62,823	55,000	45,000	55,000
Subtotal - Contractual Services		215,928	213,856	260,000	241,000	245,000
Commodities						
44052	Natural Gas Utilities ¹	3,298	3,415	4,000	3,500	3,750
Subtotal - Commodities		3,298	3,415	4,000	3,500	3,750
Interfund Transfers						
48008	To Motor Fuel Tax	0	72,409	264,785	264,785	0
48041	To Capital Projects Fund	0	0	0	0	0
48051	To CERF	0	0	0	0	0
Subtotal - Interfund Transfers		0	72,409	264,785	264,785	0
TOTAL EXPENDITURES		219,226	289,680	528,785	509,285	248,750
Fund Surplus (Deficit)		14,096	(53,790)	(270,785)	(265,688)	50
Fund Balance-Beginning		495,645	509,742	427,169	455,952	190,264
Fund Balance-Ending		509,742	455,952	156,384	190,264	190,314
Ending Fund Balance Breakdown						
	Nondisposable	0	0	0	0	0
	Restricted	509,742	455,952	156,384	190,264	190,314
	Committed	0	0	0	0	0
	Assigned	0	0	0	0	0
	Unassigned	0	0	0	0	0
Ending Fund Balance		509,742	455,952	156,384	190,264	190,314

¹ - Royal Oaks gas lights

2019 - 2020 BUDGET WORKPAPER

FUND: Road & Bridge

TYPE:

DEPARTMENT: Public Works

TARGET
 CURRENT
 EXPANDED

PRIORITY:

DESCRIPTION: Industrial Park
Street Signs

NARRATIVE:

The Public Works Department did not place new Streets Signs up in the Industrial Park when the rest of the signs were done due to the unknowns within the Industrial Park. Staff would like to place the new signs, poles, and Stop Signs on the main thoroughfares that go into our industrial park, mainly the South Frontage Road, and Foster Ave.

ACCOUNT #:	DESCRIPTION:	COST:
002-000-42040	Traffic Signs/Traffic Control	\$12,000

CITY MANAGER RECOMMENDATION

NO

Motor Fuel Tax Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total FTE	0.00	0.00	0.00

No employees are budgeted out of this fund.

Narrative

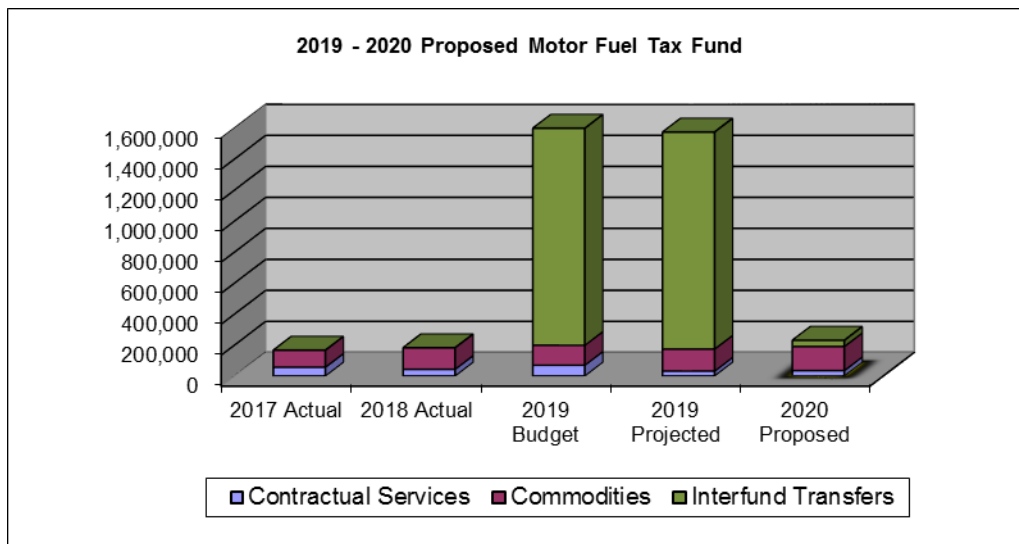
The Motor Fuel Tax Fund is a special revenue fund established to account for the municipal portion of motor fuel tax revenues, collected and distributed by the State of Illinois, which are used to pay for the maintenance and improvement of City streets, streetlights, and salt purchases. Revenues for the Motor Fuel Tax Fund are received from the State based on a per capita formula.

This fund is reported as a Nonmajor Fund in the City’s CAFR.

Budget Summary

The budget level of funding allows the Motor Fuel Tax Fund to operate the same in FY 2020 as it did in FY 2019.

Expenditures by type



MOTOR FUEL TAX FUND

Fund: 008

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Intergovernmental						
32015	Allotments	349,021	351,590	357,500	356,745	355,000
Subtotal - Intergovernmental		349,021	351,590	357,500	356,745	355,000
Investment Income						
31310	Interest on Investment	946	2,501	2,100	3,250	1,500
Subtotal - Investment Income		946	2,501	2,100	3,250	1,500
Interfund Transfers						
38002	Road & Bridge	0	72,409	264,785	264,785	0
Subtotal - Interfund Transfers		0	72,409	264,785	264,785	0
TOTAL REVENUE		349,967	426,500	624,385	624,780	356,500
EXPENDITURES						
Contractual Services						
42010	Street Light Maintenance ¹	54,886	12,028	30,000	27,000	30,000
42040	Traffic Signal Maintenance ²	2,153	4,148	5,000	4,850	5,500
42184	Road Repair	0	27,300	35,000	100	0
Subtotal - Contractual Services		57,039	43,476	70,000	31,950	35,500
Commodities						
44051	Electric Utilities ³	58,863	91,284	63,500	82,000	90,000
44083	Snow & Ice Control ⁴	50,931	47,986	65,000	60,000	65,000
44084	Road Resurfacing/Repair					
Subtotal - Commodities		109,794	139,270	128,500	142,000	155,000
Interfund Transfers						
48041	To Capital Projects Fund	0	0	1,400,000	1,400,000	40,000
Subtotal - Interfund Transfers		0	0	1,400,000	1,400,000	40,000
TOTAL EXPENDITURES		166,833	182,746	1,598,500	1,573,950	230,500
Fund Surplus (Deficit)		183,134	243,754	(974,115)	(949,170)	126,000
Fund Balance-Beginning		650,741	833,875	1,098,476	1,077,629	128,459
Fund Balance - Ending		833,875	1,077,629	124,361	128,459	254,459
Ending Fund Balance Breakdown						
	Nonspendable	0	0	0	0	0
	Restricted	833,875	1,077,629	124,361	128,459	254,459
	Committed	0	0	0	0	0
	Assigned	0	0	0	0	0
	Unassigned	0	0	0	0	0
Ending Fund Balance		833,875	1,077,629	124,361	128,459	254,459

¹ - Contractual maintenance of City owned street lights

² - Contractual maintenance of traffic signals

³ - City street lights

⁴ - Salt

Tourism Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.75	0.75	0.75
Total FTE	0.75	0.75	0.75

Part time fte: 0.75 total – Dial-A-Ride driver (2)

Narrative

The Tourism Fund is a special revenue fund established to account for the tourism/special event activities of the City. The primary revenue source for this fund is from Hotel/Motel taxes. The City receives 5% of room fees from the two hotels within the City limits.

This fund is reported as a Non-major Fund in the City’s CAFR.

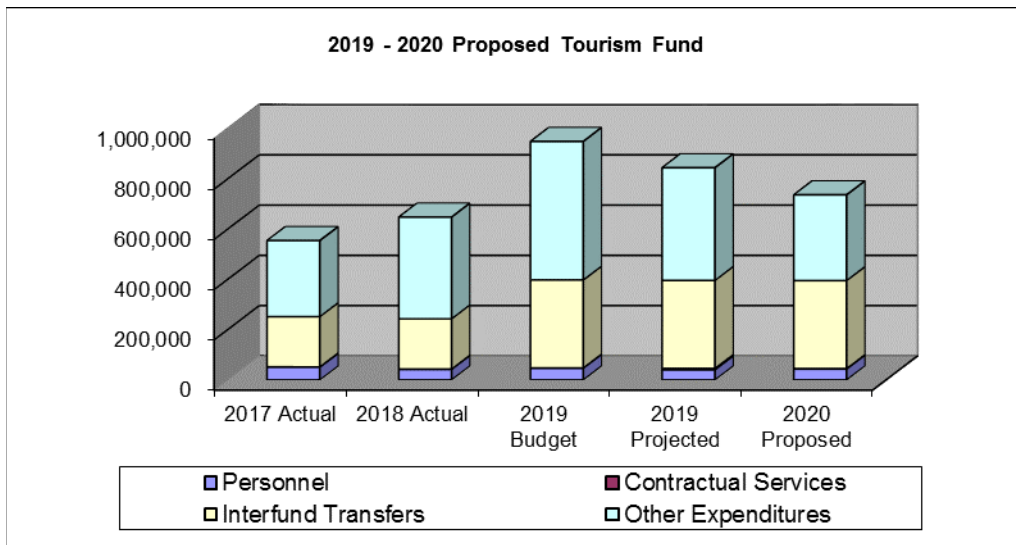
Performance Measures

	2017	2016	2015	2014	2013	2012	2011	2010	2009
Dial-A-Ride Program Rides	1,779	2,019	2,298	2,062	1,735	2,026	2,302	2,239	2,393

Budget Summary

The budget level of funding allows the Tourism Fund to operate in FY 2020 the same as it did in FY 2019, and includes the recently approved expanded special events.

Expenditures by type



TOURISM FUND
Fund: 009

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Taxes						
32030	Hotel Tax	378,866	374,477	400,000	415,000	425,000
32065 *	Video Gaming	115,518	121,970	115,000	130,000	0
Subtotal - Other Taxes		494,384	496,447	515,000	545,000	425,000
Investment Income						
31310	Interest on Investment	433	1,767	1,500	1,625	1,500
Subtotal - Investment Earnings		433	1,767	1,500	1,625	1,500
Miscellaneous						
39150	Senior Bus Fees	3,432	3,448	3,600	3,597	3,600
39405	Prairie Fest Revenue	96,336	103,091	115,000	103,298	110,000
Subtotal - Miscellaneous		99,768	106,539	118,600	106,895	113,600
TOTAL - REVENUE		594,585	604,753	635,100	653,520	540,100

* - Moved to Water/Sewer Fund for FY 2020

TOURISM FUND
Fund: 009

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
EXPENDITURES						
Personnel						
40102	Overtime Pay	410	0	0	0	0
40105	Part-time Employment	46,554	38,294	43,000	37,137	40,000
41101	FICA Expense	3,513	3,359	3,290	2,841	3,060
Subtotal - Personnel		50,477	41,653	46,290	39,978	43,060
Contractual Services						
42017	Maintenance - Vehicles	0	0	0	4,641	1,000
42038	Public Transportation (Van Lease)	1,200	1,300	1,100	1,200	1,200
Subtotal - Contractual Services		1,200	1,300	1,100	5,841	2,200
Commodities						
44001	Gasoline	0	1,665	0	1,719	1,800
44017	Maintenance - Vehicles	0	100	0	375	500
Subtotal - Commodities		0	1,765	0	2,094	2,300
Interfund Transfers						
48001	To General Fund	200,000	200,000	250,000	250,000	250,000
48041	To Capital Projects Fund	0	0	100,000	100,000	100,000
Subtotal - Interfund Transfers		200,000	200,000	350,000	350,000	350,000

TOURISM FUND
Fund: 009

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Other Expenditures						
49025	Convention/Visitors Bureau ¹	27,000	27,000	27,000	27,000	27,000
49032	Wood Dale Historical	11,500	6,500	6,500	6,500	7,000
49033	Veteran's Memorial	(644)	0	0	0	0
49036	Community Events ²	154,347	171,591	170,000	197,350	200,000
49037	Streetscape Committee	194	244	3,000	1,500	3,000
49040	Student Essay Contest	1,800	2,100	2,800	2,100	2,100
49050	Community Signage	37,734	119,695	150,000	72,000	75,000
49055 ^	Economic Development ³	45,047	54,654	80,000	74,000	0
49070	Community Donations	800	1,500	2,000	3,000	2,000
49094	Seasonal Decorations	24,920	21,217	110,000	65,000	25,000
Subtotal - Other Expenditures		302,698	404,501	551,300	448,450	341,100
TOTAL EXPENDITURES		554,375	649,219	948,690	846,363	738,660
Fund Surplus (Deficit)		40,211	(44,466)	(313,590)	(192,843)	(198,560)
Fund Balance - Beginning		516,364	556,574	563,014	512,108	319,265
Fund Balance - Ending		556,574	512,108	249,424	319,265	120,705
Ending Fund Balance Breakdown						
	Nonspendable	0	0	0	0	0
	Restricted	556,574	512,108	249,424	319,265	120,705
	Committed	0	0	0	0	0
	Assigned	0	0	0	0	0
	Unassigned	0	0	0	0	0
Ending Fund Balance		556,574	512,108	249,424	319,265	120,705

¹ - Annual contribution to Meet Chicago NW Convention Bureau

² - Prairie Fest, parade, sounds of summer, trunk or treat, tree lighting, volunteer dinner, etc.

³ - Heartland Real Estate Business, ICSC, Chamber of Commerce, State of Innovation Magazine

^ - Budget set to 0 due to Video Gaming revenue being moved out of the Tourism Fund

Narcotics Forfeiture Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

Narrative

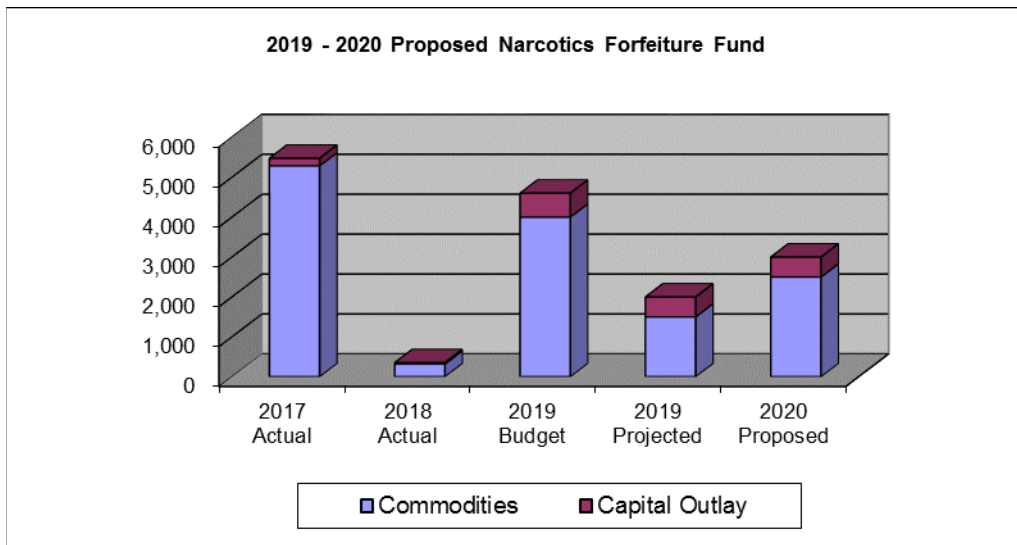
The Narcotics Forfeiture Fund is a special revenue fund established to account for the deposit of local seizure/forfeited monies associated with narcotics investigations. This includes local seizures and assists to federal agencies such as the DEA. These funds can only be used to further narcotics enforcement by statute and are primarily used for the K-9 unit expenses, and are not consistent from year to year due to the nature of investigations and the time involved for the final disposition of money by the courts.

This fund is reported as a Nonmajor Fund in the City’s CAFR.

Budget Summary

The budget level of funding allows the Narcotics Forfeiture Fund to operate in FY 2020 the same as it did in FY 2019.

Expenditures by type



NARCOTICS FORFEITURE FUND
Fund: 011

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Investment Income						
31310	Interest on Investment	12	47	15	70	50
Subtotal - Investment Income		12	47	15	70	50
Miscellaneous						
39090	Seizure Monies	0	2,701	0	0	0
39091	Forfeited Funds	11,373	0	0	0	0
39880	Auction Proceeds	0	0	0	0	0
39999	Miscellaneous	0	0	3,000	3,000	3,000
Subtotal - Miscellaneous		11,373	2,701	3,000	3,000	3,000
TOTAL REVENUE		11,385	2,748	3,015	3,070	3,050
EXPENDITURES						
Commodities						
44049	Canine Unit Expenses	5,285	319	4,000	1,500	2,500
Subtotal - Commodities		5,285	319	4,000	1,500	2,500
Capital Outlay						
46012	Police Equipment	189	34	600	500	500
Subtotal - Capital Outlay		189	34	600	500	500
TOTAL EXPENDITURES		5,474	353	4,600	2,000	3,000
Fund Surplus (Deficit)		5,911	2,395	(1,585)	1,070	50
Fund Balance - Beginning		26,500	32,411	28,375	34,806	35,876
Fund Balance - Ending		32,411	34,806	26,790	35,876	35,926
Ending Fund Balance Breakdown						
	Nonspendable	0	0	0	0	0
	Restricted	32,411	34,806	26,790	35,876	35,926
	Committed	0	0	0	0	0
	Assigned	0	0	0	0	0
	Unassigned	0	0	0	0	0
Ending Fund Balance		32,411	34,806	26,790	35,876	35,926

TIF District #1 Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

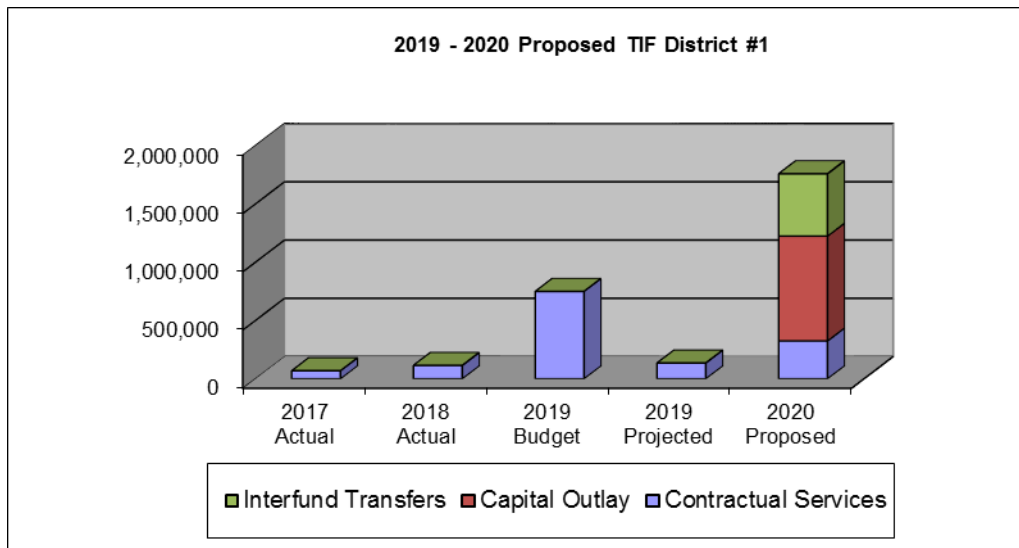
Narrative

The TIF District #1 Fund was new to the FY 2017 budget. This Fund is to be used to account for the revenues and expenditures related the City’s TIF that was created during FY 2016.

Budget Summary

The budget level of funding allows the TIF District #1 Fund to operate in a similar manner in FY 2020 as it did in FY 2019.

Expenditures by type



TIF District #1
Fund: 034

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Taxes						
31155	R.E. Taxes-Current	477,326	937,425	950,000	1,548,769	1,750,000
Subtotal - Real Estate Taxes		477,326	937,425	950,000	1,548,769	1,750,000
Investment Income						
31310	Interest on Investment	130	3,700	4,500	21,263	25,000
Subtotal - Investment Income		130	3,700	4,500	21,263	25,000
TOTAL REVENUE		477,456	941,125	954,500	1,570,032	1,775,000
EXPENDITURES						
Contractual Services						
42034	Professional Services ¹	68,918	114,411	750,000	135,000	325,000
Subtotal - Contractual Services		68,918	114,411	750,000	135,000	325,000
Capital Outlay						
46040	Purchase of Property	0	0	0	0	900,000
Subtotal - Capital Outlay		0	0	0	0	900,000
Interfund Transfers						
48065	Water/Sewer Capital Projects	0	0	0	0	535,000
Subtotal - Interfund Transfers		0	0	0	0	535,000
TOTAL EXPENDITURES		68,918	114,411	750,000	135,000	1,760,000
Fund Surplus (Deficit)		408,538	826,714	204,500	1,435,032	15,000
Fund Balance-Beginning		0	408,538	825,400	1,235,252	2,670,284
Fund Balance-Ending		408,538	1,235,252	1,029,900	2,670,284	2,685,284
Ending Fund Balance Breakdown						
	Nonspendable	0	0	0	0	0
	Restricted	408,538	1,235,252	1,029,900	2,670,284	2,685,284
	Committed	0	0	0	0	0
	Assigned	0	0	0	0	0
	Unassigned	0	0	0	0	0
Ending Fund Balance		408,538	1,235,252	1,029,900	2,670,284	2,685,284

¹ - Services to help facilitate the development of the TIF

General Capital Projects Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

Narrative

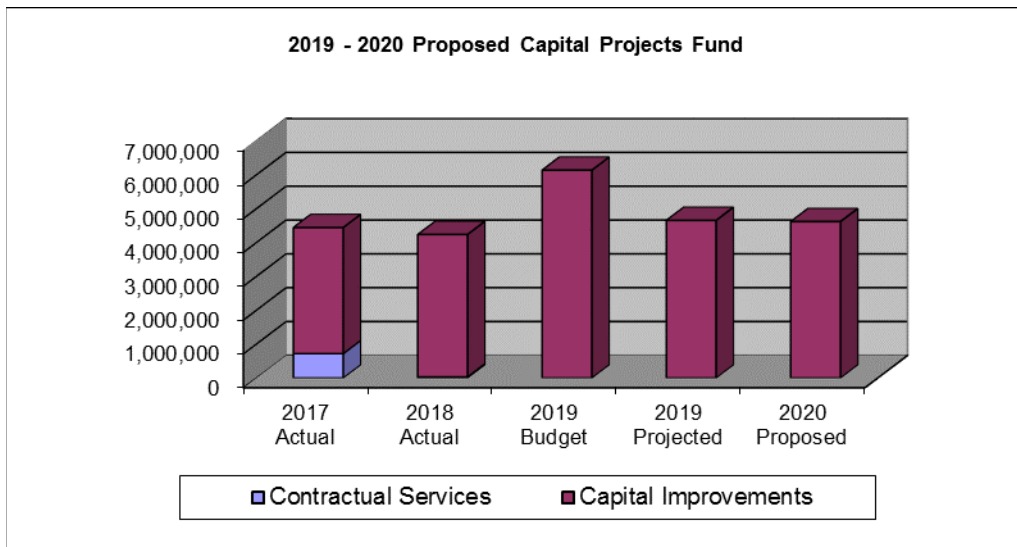
The General Capital Projects Fund is a capital projects type of fund established with transfers from other funds, to account for the acquisition and construction of capital assets of governmental fund operations. Capital Projects revenues are received from the Utility Tax on electric and natural gas charges, and the 1% Non-Home Rules Sales Tax. Fund Balance is used when current year expenditures exceed the transfers in.

This fund is reported as a Major Fund in the City’s CAFR.

Budget Summary

This funding level allows the General Capital Projects Fund to operate in FY 2020 as it did in FY 2019.

Expenditures by type



CAPITAL PROJECTS FUND
Fund: 041

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Taxes						
32055	Non-home rule sales tax	2,370,971	2,208,461	2,625,000	2,400,000	2,450,000
32280	Utility Tax Revenue	778,302	779,677	850,000	800,000	850,000
Subtotal - Taxes		3,149,273	2,988,138	3,475,000	3,200,000	3,300,000
Intergovernmental						
31304	From IDOT	1,150,546	175,276	490,000	490,000	300,000
31309	DCEO Grant	400,000	0	0	0	0
Subtotal - Intergovernmental		1,583,567	175,276	490,000	490,000	300,000
Bond Proceeds						
31465	Bond Proceeds	0	829,200	0	0	0
Subtotal - Bond Proceeds		0	829,200	0	0	0
Investment Income						
31310	Interest on Investment	967	728	15,000	15,000	15,000
38310	Unrealized Gain/Loss on Investments	0	0	0	0	0
38315	Realized Gain/Loss on Investments	(75)	53	0	0	0
Subtotal - Investment Income		893	781	15,000	15,000	15,000
Interfund Transfers						
38008	Motor Fuel Tax Fund	0	0	1,400,000	1,400,000	40,000
38009	Tourism Fund	0	0	100,000	100,000	100,000
Subtotal - Interfund Transfers		0	0	1,500,000	1,500,000	140,000
Miscellaneous						
39999 ^	Miscellaneous	40	20	0	0	69,095
Subtotal - Miscellaneous		40	20	0	0	69,095
TOTAL REVENUE		4,733,774	3,993,415	5,480,000	5,205,000	3,824,095

^ - DUI Tech funding for body camera program

CAPITAL PROJECTS FUND
Fund: 041

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
EXPENDITURES						
Contractual Services						
42034	Professional Services	65	5,652	0	0	0
42080	Intersection Feasibility	720,274	29,599	0	0	0
Subtotal - Contractual Services		720,339	35,251	0	0	0
Capital Improvements						
46031	Street Improvements	591,430	389,978	692,500	779,615	896,500
46032	Sidewalk/Curb Improvements	325,640	20,336	0	0	0
46033	Bridge Improvements	0	18,773	155,000	68,813	0
46034	Storm Sewer	1,312,939	1,886,720	730,000	1,009,000	1,500,000
46036	Public Works	54,021	318,943	0	0	160,000
46037	City Hall Improvements	340	107,613	150,000	75,000	0
46039	Police Department Improvements	0	32,428	79,000	55,000	96,595
46041	Forestry	10,427	5,260	0	0	0
46042	GIS	33,016	(2,101)	0	0	0
46043	Information Technology	10,826	8,712	0	0	0
46044	Decorative Street Lights	0	0	100,000	148,340	0
46053	Street Lights	0	0	370,000	20,000	60,000
46056	Strategic Plan	89,013	793,655	2,333,273	2,293,273	704,000
46058	Façade Program	53,760	50,847	100,000	89,000	150,000
46063	Elgin O'Hare	101,584	155,368	50,000	0	0
46064	Wood Dale & Irving Safety Project	1,028,664	56,595	900,000	0	900,000
46065	ComEd Power Lines	0	0	0	0	0
46066	O'Hare Noise	31,330	27,500	30,000	0	0
46067	WWTP/Veteran's Memorial	0	0	0	0	0
49055	Economic Development	81,556	333,399	450,000	120,000	155,000
Subtotal - Capital Improvements		3,724,546	4,204,026	6,139,773	4,658,041	4,622,095
Interfund Transfers						
48045	Transfer to Land Acquisition	0	829,200	0	0	0
Subtotal - Interfund Transfers		0	829,200	0	0	0
TOTAL EXPENDITURES		4,444,885	5,068,477	6,139,773	4,658,041	4,622,095
Fund Surplus (Deficit)		288,889	(1,075,062)	(659,773)	546,959	(798,000)
Fund Balance - Beginning		1,366,999	1,655,888	580,826	580,826	1,127,785
Fund Balance - Ending		1,655,888	580,826	(78,947)	1,127,785	329,785
Ending Fund Balance Breakdown						
	Nonspendable	0	0	0	0	0
	Restricted	0	0	0	0	0
	Committed	0	0	0	0	0
	Assigned	1,655,888	580,826	(78,947)	1,127,785	329,785
	Unassigned	0	0	0	0	0
Ending Fund Balance		1,655,888	580,826	(78,947)	1,127,785	329,785

Land Acquisition Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total ft	0.00	0.00	0.00

No employees are budgeted out of this fund.

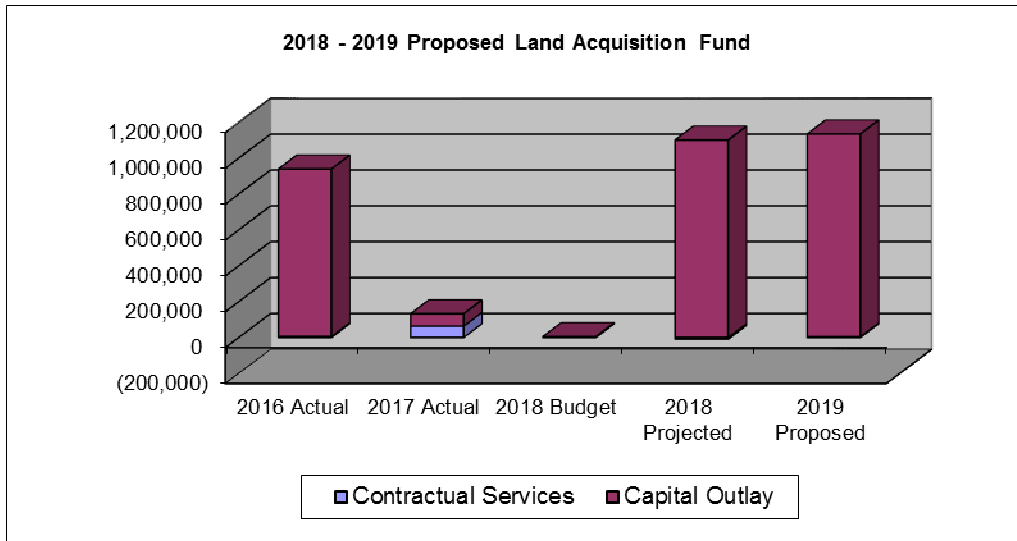
Narrative

Land Acquisition Fund – A capital projects fund established to account for the City’s land acquisition expenditures.

Budget Summary

There are currently planned expenditures out of this Fund for FY 2020 as presented, however that could change as the fiscal year progresses. Any land acquisition would be contingent upon appraisals and Council approval.

Expenditures by type



LAND ACQUISITION FUND
Fund: 045

<u>Account #</u>	<u>Description</u>	<u>4/30/2017</u> <u>Actual</u>	<u>4/30/2018</u> <u>Actual</u>	<u>4/30/2019</u> <u>Budget</u>	<u>4/30/2019</u> <u>Projected</u>	<u>4/30/2020</u> <u>Proposed</u>
REVENUES						
Investment Earnings						
31310	Interest on Investment	0	0	15	3	5
32035	Harris Bank	5,000	5,000	5,000	5,000	5,000
Subtotal - Investment Earnings		5,000	5,000	5,015	5,003	5,005
Interfund Transfers						
38001	From General Fund	106,970	298,494	10,000	10,000	10,000
38041	From General Capital Projects	0	829,200	0	0	0
Subtotal - Interfund Transfers		106,970	1,127,694	10,000	10,000	10,000
Miscellaneous						
31466	Line of Credit Proceeds	0	0	1,158,295	381,000	0
Subtotal - Miscellaneous		0	0	1,158,295	381,000	0
TOTAL REVENUE		111,970	1,132,694	1,173,310	396,003	15,005
EXPENDITURES						
Contractual Services						
42101	Real Estate Taxes	62,854	(9,011)	4,200	26,345	0
Subtotal - Contractual Services		62,854	(9,011)	4,200	26,345	0
Capital Outlay						
46040	Purchase of Property	69,116	1,122,155	1,130,000	381,000	0
Subtotal - Capital Outlay		69,116	1,122,155	1,130,000	381,000	0
TOTAL EXPENDITURES		131,970	1,113,144	1,134,200	407,345	0
Fund Surplus (Deficit)		(20,000)	19,550	39,110	(11,342)	15,005
Fund Balance - Beginning		(0)	(20,000)	(254,276)	(450)	(11,792)
Fund Balance - Ending		(20,000)	(450)	(215,166)	(11,792)	3,213
Ending Fund Balance Breakdown						
	Nonspendable	0	0	0	0	0
	Restricted	0	0	0	0	0
	Committed	0	0	0	0	0
	Assigned	(20,000)	(450)	(215,166)	(11,792)	3,213
	Unassigned	0	0	0	0	0
Ending Fund Balance		(20,000)	(450)	(215,166)	(11,792)	3,213

Capital Equipment Replacement Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

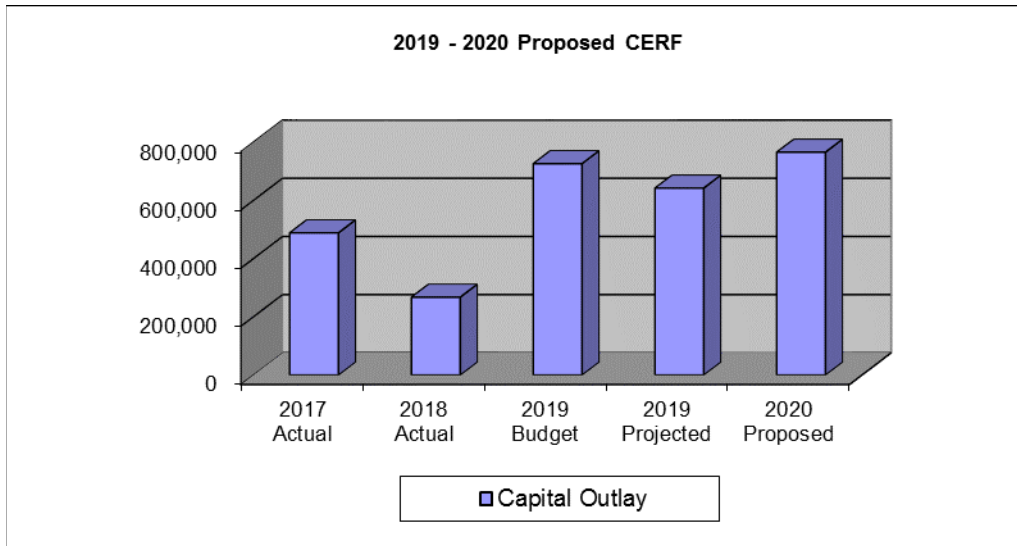
Narrative

The Capital Equipment Replacement Fund (CERF) is an internal service fund established to provide monies to purchase municipal vehicles. This Fund operates as a sinking fund (or a depreciation fund) for vehicle purchases. By funding the purchase of the City’s vehicles over multiple years, the City can avoid “sticker shock” that sometimes accompanies a “pay as you go” system.

Budget Summary

The FY 2020 budget allows it operate as it did in FY 2019.

Expenditures by type



CAPITAL EQUIPMENT REPLACEMENT FUND (CERF)
Fund: 051

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Intergovernmental						
31304	From IDOT	0	43,886	0	95,614	0
Subtotal - Intergovernmental		0	43,886	0	95,614	0
Investment Income						
31310	Interest on Investments	77	962	250	3,304	2,750
Subtotal - Investment Income		77	962	250	3,304	2,750
Miscellaneous						
39880	Auction Proceeds	120,881	45,815	30,000	12,500	25,000
Subtotal - Miscellaneous		120,881	45,815	30,000	12,500	25,000
Interfund Transfers						
38001	General Fund	430,000	300,000	325,000	325,000	300,000
38002	Road & Bridge	0	0	0	0	0
38066	Water/Sewer	257,500	280,000	264,150	264,150	250,000
Subtotal - Interfund Transfers		687,500	580,000	589,150	589,150	550,000
TOTAL REVENUE		808,458	670,663	619,400	700,568	577,750
EXPENDITURES						
Capital Outlay						
46011	Vehicles - Governmental ¹	336,107	212,036	601,500	517,500	398,000
46066	Vehicles - Enterprise ²	152,582	55,426	125,000	125,000	368,000
Subtotal - Capital Outlay		488,689	267,462	726,500	642,500	766,000
TOTAL EXPENDITURES		488,689	267,462	726,500	642,500	766,000
Fund Surplus (Deficit)		319,769	403,201	(107,100)	58,068	(188,250)
Fund Balance-Beginning		433,106	752,875	746,258	1,156,076	1,214,144
Fund Balance-Ending		752,875	1,156,076	639,158	1,214,144	1,025,894
Ending Fund Balance Breakdown						
	Nonspendable	0	0	0	0	0
	Restricted	0	0	0	0	0
	Committed	752,875	1,156,076	639,158	1,214,144	1,025,894
	Assigned	0	0	0	0	0
	Unassigned	0	0	0	0	0
Ending Fund Balance		752,875	1,156,076	639,158	1,214,144	1,025,894

¹ - General Fund, Road & Bridge, MFT, Tourism

² - Metra, Water & Sewer

Vehicle Roster and Replacement Schedule

Unit #	Year	Est Replace	Make/Model	Cost	Department	1/2019 Score	2020	2021	2022	
101-081	2008	2020	Ford Taurus	\$ 20,038	Administration	48%	\$ 24,000			
104-135	2011		Ford E-350, Pace Van	Leased	Administration					
151-164	2016	2024	Ford Fusion	\$ 20,395	Community Development	95%				
152-105	2010	2018	Ford Fusion	\$ 14,340	Community Development	40%				
153-104	2005	2019	Ford Fusion	\$ 14,530	Community Development	50%	\$ 34,000			
154-084	2008	2018	Ford Taurus	\$ 20,038	Community Development	52%	\$ 24,000			
155-173	2017	2025	Ford Fusion - Hybrid	\$ 26,038	Community Development	97%				
156-121	2011	2019	Ford Escape	\$ 21,918	Community Development	57%		\$ 30,000		
201-127	2012	2022	Ford F-350 4x4 Pickup	\$ 32,391	Public Works - Streets	68%			\$ 40,000	
202-163	2016	2026	Ford F350 4x2 Pickup	\$ 31,721	Public Works - Streets	85%				
203-165	2016	2026	Ford F-350 4x4 Pickup	\$ 34,034	Public Works - Streets	87%				
210-115	2011	2021	Ford F-350 4x4 Pickup	\$ 43,313	Public Works - Streets	54%	\$ 48,000			
211-126	2012	2027	Ford F-550 Service Body	\$ 70,020	Public Works - Streets	80%				
223-155	2015	2027	Ford F-550 Dump Truck	\$ 77,261	Public Works - Streets	89%				
224-167	2016	2028	Ford F-550 Dump Truck	\$ 77,261	Public Works - Streets	96%				
225-089	2008	2020	Ford F-550 Dump Truck	\$ 67,009	Public Works - Streets	71%			\$ 85,000	
226-074	2007	2019	Ford F-550 Aerial Lift Truck	\$ 103,000	Public Works - Streets	53%				
227-092	2009	2024	Ford F-550 Chipper Truck	\$ 45,600	Public Works - Streets	67%				
231-122	2012	2024	IHC 4-wheel Dump Truck	\$ 149,809	Public Works - Streets	100%				
232-166	2016	2028	IHC 4-wheel Dump Truck	\$ 143,248	Public Works - Streets	73%				
233-152	2014	2026	IHC 4-wheel Dump Truck	\$ 138,854	Public Works - Streets	96%				
234-132	2013	2025	IHC 4-wheel Dump Truck	\$ 153,939	Public Works - Streets	87%				
235-041	2016	2028	IHC 4-wheel Dump Truck	\$ 89,760	Public Works - Streets	83%				
236-102	2016	2028	IHC 4-wheel Dump Truck	\$ 121,370	Public Works - Streets	97%			\$ 166,000	
240-12C	2012	2027	Case Wheel Loader	\$ 106,984	Public Works - Streets	89%				
241-109	2010	2020	Prinoh	\$ 140,000	Public Works - Streets	69%				
242-144	2014	2029	Case Super M Backhoe	\$ 85,792	Public Works - Streets	90%				
243-16C	2016	2029	Kubota Utility Vehicle	\$ 12,664	Public Works - Streets	95%				
244-01E	2001	2019	Bobcat Loader / Trailer	\$ 46,187	Public Works - Streets	57%		\$ 75,000		
251-149	2006	2026	Reclaimer	\$ 14,848	Public Works - Streets	74%				
252-948	1995	2020	Roller / Trailer	\$ 13,619	Public Works - Streets	46%				
253-951	1995	2020	Traffic Controller	\$ 6,620	Public Works - Streets	66%				
254-096	2010	2020	Vermeer Chipper	\$ 49,695	Public Works - Streets	90%				
255-984	1998	2018	Stump Grinder	\$ 15,000	Public Works - Streets	48%				
256-03B	2003	2023	Lightsource	\$ 9,225	Public Works - Streets	100%				
257-128	2012	2032	Precision Message Board	\$ 12,925	Public Works - Streets	82%				
260-131	2013	2032	PJ Trailers Deckover Tilt	\$ 8,594	Public Works - Streets	65%				
261-971	1997	2017	Trailer	\$ 7,631	Public Works - Streets	26%			\$ 15,000	
262-103	2010	2030	Enclosed Trailer	\$ 7,631	Public Works - Streets	48%				
263-113	2011	2031	Enclosed Trailer 5x8	\$ 2,266	Public Works - Streets	83%				
	2007	2020	Portable Vehicle Lifts	\$ 17,500	Public Works - Streets	N/A *	\$ 42,000			
298-11A	2011	2021	Ford Explorer	\$ 28,164	Public Works - VM	63%		\$ 27,200		
299-125	2012	2022	Ford F-250	\$ 31,621	Public Works - VM	83%			\$ 42,000	
300-11A	2018	2024	Ford Escape	\$ 22,602	Public Works - Admin	97%				
301-11D	2011	2019	Tahoe ²	\$ 25,712	Public Works - Admin	78%		\$ 34,000		
Public Works Total per Fiscal Year								\$ 172,000	\$ 166,200	\$ 348,000

* - Operational, however unable to obtain parts to repair

<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>
					\$ 32,000						
			\$ 33,000						\$ 42,000		
			\$ 33,000						\$ 42,000		
				\$ 40,000							
					\$ 38,000						\$ 42,000
					\$ 38,000						\$ 42,000
				\$ 34,000							
			\$ 44,000								
			\$ 44,000								
				\$ 102,000							
				\$ 102,000							
					\$ 104,000						
										\$ 350,000	
\$ 95,000											
\$ 175,000											
				\$ 188,000							
			\$ 183,000								
	\$ 178,000										
					\$ 192,000						
					\$ 192,000						
						\$ 125,000					
				\$ 18,500							
			\$ 33,000								
\$ 20,000											
	\$ 105,000								\$ 120,000		
										\$ 15,000	
									\$ 23,000		
									\$ 12,000		
							\$ 12,500				
								\$ 4,000			
\$ 40,000											
								\$ 42,000			
\$ 60,000	\$ 375,000	\$ 178,000	\$ 370,000	\$ 484,500	\$ 596,000	\$ 125,000	\$ 12,500	\$ 46,000	\$ 239,000	\$ 365,000	\$ 84,000

Vehicle Roster and Replacement Schedule

Unit #	Year	Est Replace	Make/Model	Cost	Department	1/2019 Score	2020	2021	2022	
400-141	2017	2023	Ford Explorer	\$ 27,111	Police Department	97%				
401-137	2018	2021	Chevy Tahoe	\$ 30,615	Police Department	95%		\$ 32,400		
402-146	2014	2019	Interceptor SUV	\$ 25,425	Police Department	47%	\$ 28,000		\$ 29,500	
403-147	2014	2018	Interceptor SUV	\$ 25,425	Police Department	97%		\$ 28,700		
404-177	2017	2021	Interceptor SUV	\$ 25,152	Police Department	95%		\$ 28,700		
405-168	2016	2020	Interceptor SUV	\$ 25,032	Police Department	68%	\$ 28,000			
406-148	2014	2019	Interceptor SUV	\$ 25,425	Police Department	57%	\$ 28,000		\$ 29,500	
407-142	2014	2019	Interceptor SUV	\$ 25,152	Police Department	57%	\$ 28,000		\$ 29,500	
408-169	2016	2020	Interceptor SUV	\$ 25,032	Police Department	88%	\$ 28,000			
409-162	2016	2022	Ford Explorer	\$ 20,271	Police Department	85%			\$ 29,500	
410-157	2015	2019	Ford Taurus	\$ 19,258	Police Department	82%	\$ 28,000			
411-12B	2012	2021	F150 Pick-up	\$ 24,678	Police Department	60%	\$ 30,000			
412-12A	2012	2021	F150 Pick-up	\$ 24,678	Police Department	75%		\$ 30,000		
413-939	1993	2019	Chevy Hi-Cube Van		Police Department	100%				
414-066	2006		F150 Pick-up	\$ 15,930	Police Department	40%				
416-111	2011	2020	Ford Taurus	\$ 14,895	Police Department	67%	\$ 28,000			
417-141	2014	2022	Ford Taurus	\$ 19,111	Police Department	68%			\$ 29,500	
418-112	2011	2021	Ford Taurus	\$ 14,961	Police Department	68%		\$ 28,700		
419-095	2009		Crown Victoria-Vol	\$ 20,904	Police Department	40%				
422			Secret Police Car	-	Police Department					
423-064	2006		CERT Trailer	\$ 4,555	Police Department	52%				
424-136	2017	2023	Ford Explorer	\$ 21,617	Police Department	97%				
427-147	2014		Interceptor SUV (Fenton)	\$ 25,425	Police Department	50%				
449-161	2016	2024	Ford Explorer	\$ 20,177	Police Department	83%				
Police Dept. Total per Fiscal Year								\$ 226,000	\$ 148,500	\$ 147,500

Unit #	Year	Est Replace	Make/Model	Cost	Department	1/2018 Score	2020	2021	2022	
452-151	2015	2025	Ford F250 ¹	\$ 18,305	Wastewater Division	80%				
454-114	2011	2023	Ford F250 ¹	\$ 33,699	Wastewater Division	83%				
455-184	208	2028	Ford F-450 Utility Truck	\$ 48,791	Wastewater Division	98%				
456-11G	2011	2026	Ford E-350 TV Truck	\$ 219,400	Wastewater Division	86%				
457-106	2009	2024	IHC Flusher Truck	\$ 162,423	Wastewater Division	80%				
458-119	2011	2031	Baldor Generator	\$ 56,350	Wastewater Division	86%				
460-097	2009	2021	Chevy Tahoe ²	\$ 24,035	Wastewater Division	60%		\$ 29,000		
461-993	1999	2016	IHC 4-wheel Dump Truck	\$ 78,247	Wastewater Division	74%				
462-129	2012	2022	Kubota RTV	\$ 11,968	Wastewater Division	84%			\$ 18,000	
463-06A	2006		4" Pump	\$ 11,408	Wastewater Division	0%				
468-058	2005	2020	Gehl 680	\$ 29,900	Wastewater Division	50%	\$ 119,000			
469-145	2015	2035	4" Trash Pump	\$ 14,620	Wastewater Division	92%				
459-086	2008	2018	Ford F-550 Mechanics Truck	\$ 93,214	Plant Maintenance	64%				
464-156	2015	2027	Ford F-450 Dump Truck	\$ 69,000	Plant Maintenance	94%				
466-154	2015	2025	Ford F350 4x4	\$ 33,684	Plant Maintenance	87%				
467-116	2011	2021	Ford F-250 Service Body	\$ 43,960	Plant Maintenance	66%		\$ 55,000		
501-117	2011	2021	Ford F-350 Service Body	\$ 31,210	Public Utilities Division	55%		\$ 39,000		
502-153	2015	2025	Ford F-250 Pickup	\$ 33,584	Public Utilities Division	81%				
503-091	2009	2019	Ford F-550 Utility Truck	\$ 130,535	Public Utilities Division	59%	\$ 165,000			
504-123	2011	2021	Ford F 250 ¹	\$ 35,353	Public Utilities Division	74%		\$ 39,000		
505-101	2010	2030	Shoring Trailer	\$ 3,468	Public Utilities Division	72%				
506-11E	2011	2026	Ford F-59 Utilimaster	\$ 91,422	Public Utilities Division	69%				
507-12D	2012		Atlas Compressor	\$ 17,765	Public Utilities Division	90%				
505-101	2011	2031	Trailer	\$ 3,608	Public Utilities Division	78%				
510-183	2018	2028	Transit Connect	\$ 28,769	Public Utilities Division	100%				
511-11F	2011	2026	Case Super M Backhoe	\$ 104,209	Public Utilities Division	63%				
512-087	2008	2020	Ford F-450 Utility Truck	\$ 45,820	Public Utilities Division	40%	\$ 84,000			
514-088	2008	2021	Ford F-450	\$ 40,895	Public Utilities Division	33%		\$ 85,000		
569-118	2011	2023	International 7400 6x4	\$ 106,751	Public Utilities Division	77%				
580-061	2006	2021	IHC 7400-DT570 Vactor	\$ 260,335	Public Utilities Division	51%		\$ 380,000		
Water/Waste Total per Fiscal Year								\$ 368,000	\$ 627,000	\$ 18,000

¹ Will be replaced with a F350 (or Similar Vehicle)

² Will be replaced with Escape (or Similar Vehicle)

<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>
\$ 30,150						\$ 30,150					
	\$ 34,500			\$ 35,000			\$ 35,800			\$ 38,600	
		\$ 31,000			\$ 34,100			\$ 36,800			\$ 40,000
		\$ 31,000			\$ 34,100			\$ 36,800			\$ 40,000
	\$ 30,950			\$ 33,300			\$ 35,800			\$ 38,600	
\$ 30,150			\$ 32,500			\$ 35,000			\$ 37,700		
		\$ 31,000			\$ 34,100			\$ 36,800			\$ 40,000
	\$ 30,950			\$ 33,300			\$ 35,800			\$ 38,600	
\$ 30,150			\$ 32,500			\$ 35,000			\$ 37,700		
		\$ 32,500							\$ 37,700		
					\$ 35,000						
				\$ 35,000							
			\$ 32,500						\$ 37,700		
					\$ 32,500			\$ 36,800			
						\$ 35,000					
\$ 30,150											
	\$ 30,950						\$ 35,800				
\$ 120,600	\$ 127,350	\$ 125,500	\$ 130,000	\$ 136,600	\$ 169,800	\$ 135,150	\$ 143,200	\$ 147,200	\$ 150,800	\$ 115,800	\$ 120,000

<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>
		\$ 43,000									
\$ 40,000											
					\$ 195,000				\$ 75,000		
			\$ 320,000								
	\$ 235,000										
								\$ 90,000			
										\$ 20,000	
							\$ 145,000				
				\$ 97,000							
		\$ 43,000									\$ 60,000
									\$ 55,000		
		\$ 43,000									
										\$ 170,000	
							\$ 45,000				
							\$ 8,500				
			\$ 140,000								
									\$ 8,700		
					\$ 100,000						
			\$ 146,000								
							\$ 100,000				
\$ 192,000											
\$ 232,000	\$ 235,000	\$ 129,000	\$ 606,000	\$ 97,000	\$ 295,000	\$ 197,000	\$ 298,500	\$ 98,700	\$ 130,000	\$ 190,000	\$ 560,000

Commuter Parking Lot Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

Narrative

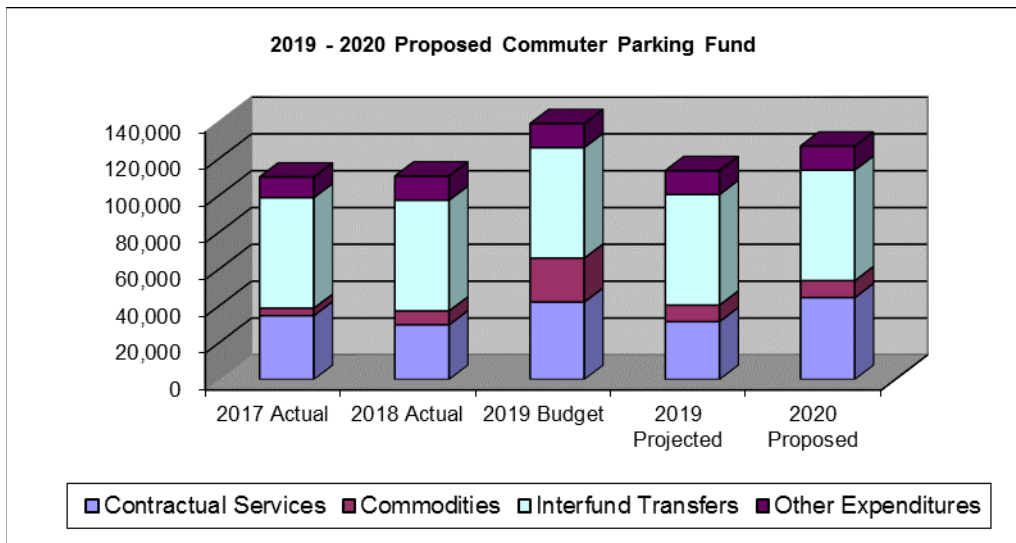
The Commuter Parking Lot Fund is an enterprise fund established to account for the operations of the Metra parking lot owned and maintained by the City. The primary revenue source is quarterly parking passes and daily parking fees. These monies are to be used for the maintenance and upkeep of the lot itself, as well as minor building maintenance. This current budget includes the engineering for the reconstruction of the actual parking lot.

This fund is reported as a Nonmajor Fund in the City’s CAFR.

Budget Summary

The budget level of funding allows the Commuter Parking Lot Fund to operate the same in FY 2020 as it did in FY 2019.

Expenditures by type



COMMUTER PARKING LOT
Fund: 061

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Charges for Services						
34050	Parking Permits	54,877	54,943	57,500	56,450	57,500
34065	Bicycle Locker Rental	25	25	25	25	25
34810	Daily Parking Fees	63,096	68,253	65,000	68,462	68,500
36020	Parking Fines	1,485	2,550	3,000	1,950	2,500
Subtotal - Charges for Service		119,483	125,771	125,525	126,887	128,525
Investment Income						
31310	Interest on Investment	63	109	100	91	100
Subtotal - Investment Income		63	109	100	91	100
Miscellaneous						
39997	Metra Depot Rent	120	120	120	120	120
Subtotal - Miscellaneous		120	120	120	120	120
TOTAL REVENUE		119,666	126,000	125,745	127,098	128,745

COMMUTER PARKING LOT
Fund: 061

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
EXPENSES						
Contractual Services						
42005	Printing	874	539	500	425	450
42011	Maint - Equipment/Grounds ¹	4,159	5,913	10,000	2,500	14,000
42015	Maintenance - Other Equipment	0	0	1,500	0	0
42023	Property Rental	10	0	10	10	10
42034	Professional services	29,613	23,219	30,000	28,500	30,000
Subtotal - Contractual Services		34,656	29,671	42,010	31,435	44,460
Commodities						
44011	Maint-Building/Grounds	163	5,059	20,000	5,250	5,750
44051	Electric Utilities	3,910	2,558	3,900	3,735	3,500
Subtotal - Commodities		4,074	7,617	23,900	8,985	9,250
Interfund Transfers						
48001	General Fund	60,000	60,000	60,000	60,000	60,000
Subtotal - Interfund Transfers		60,000	60,000	60,000	60,000	60,000
Other Expenditures						
49100	Credit Card Processing Fees	11,186	13,122	13,000	12,950	13,000
Subtotal - Other Expenditures		11,186	13,122	13,000	12,950	13,000
Total Operating Expenses		109,916	110,410	138,910	113,370	126,710
Excess (Deficiency) of revenues over operating expenses & other uses		9,750	15,590	(13,165)	13,728	2,035
49092	Depreciation	66,548	66,548	66,548	66,548	66,548
TOTAL EXPENSES		176,464	176,958	205,458	179,918	193,258
Fund Surplus (Deficit)		(56,798)	(50,958)	(79,713)	(52,820)	(64,513)
Net Assets - Beginning		1,747,153	1,690,355	1,639,397	1,639,397	1,586,577
Net Assets - Ending		1,690,355	1,639,397	1,559,684	1,586,577	1,522,064

¹ - Includes contractual plowing as needed, painting of interior

Sanitation Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

Narrative

Sanitation Fund – An enterprise fund established to account for the sanitation (scavenger/refuse) service provided by an outside vendor to the City. Revenues in this fund are generated by user fees and are then remitted to the service provider.

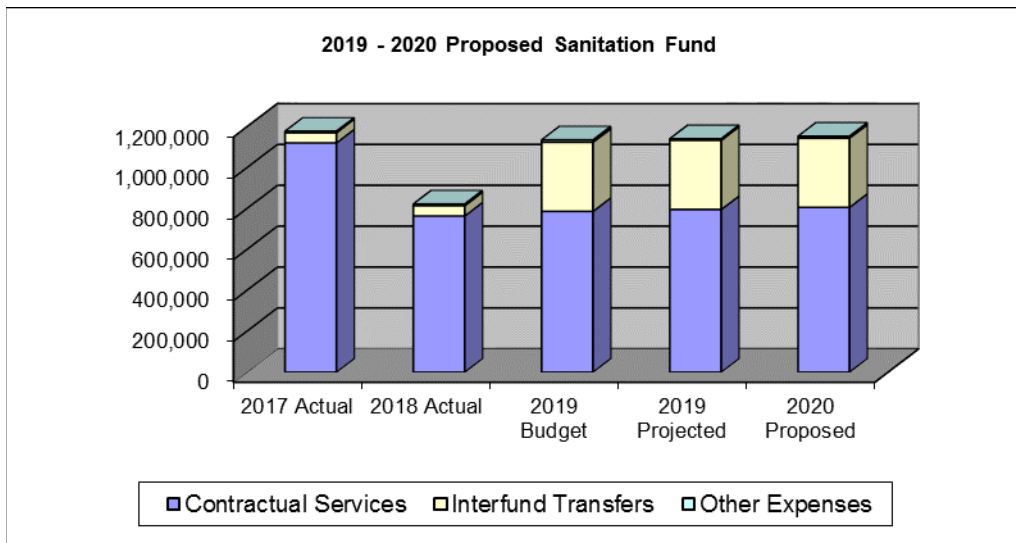
This fund is reported as a Nonmajor Fund in the City’s CAFR.

Budget Summary

The budget level of funding allows the Sanitation Fund to operate the same in FY 2020 as it did in FY 2019.

In January, 2017 the City approved a new 5 year agreement with a hauler, Flood Brothers. This budget holds the rate to residents the same as the previous fiscal year.

Expenditures by type



SANITATION FUND
Fund: 062

<u>Account #</u>	<u>Description</u>	<u>4/30/2017</u> <u>Actual</u>	<u>4/30/2018</u> <u>Actual</u>	<u>4/30/2019</u> <u>Budget</u>	<u>4/30/2019</u> <u>Projected</u>	<u>4/30/2020</u> <u>Proposed</u>
REVENUES						
Charges for Services						
34610	Sanitation Service	1,185,449	1,085,256	1,085,000	1,084,925	1,112,500
Subtotal - Charges for Services		1,185,449	1,085,256	1,085,000	1,084,925	1,112,500
Investment Income						
31310	Interest on Investment	6	88	40	60	100
Subtotal - Investment Income		6	88	40	60	100
Miscellaneous						
34650	U/B Penalty	13,733	9,866	9,000	14,556	16,500
34660	U/B Senior Discount (Contra)	(23,377)	(24,260)	22,500	22,658	25,500
Subtotal - Miscellaneous		(9,644)	(14,394)	31,500	37,214	42,000
TOTAL - REVENUE		1,175,811	1,070,950	1,116,540	1,122,199	1,154,600
EXPENSES						
Contractual Services						
42053	Scavenger Service	745,301	764,530	787,000	796,297	806,820
42055	Yard Waste Service	186,648	0	0	0	0
42058	Recycling Service	188,704	0	0	0	0
Subtotal - Contractual Services		1,121,875	764,530	787,000	796,297	806,820
Interfund Transfers						
48001	General Fund	50,000	50,000	338,000	338,000	338,000
Subtotal - Interfund Transfers		50,000	50,000	338,000	338,000	338,000
Other Expenses						
49090	Wood Dale for a Greener Tomorrow	(172)	474	3,500	364	2,000
49100	Credit Card Processing Fees	6,822	7,424	7,500	7,149	7,500
Subtotal - Other Expenses		6,650	7,898	11,000	7,513	9,500
TOTAL EXPENSES		1,178,525	822,428	1,136,000	1,141,810	1,154,320
Fund Surplus (Deficit)		(2,714)	248,522	(19,460)	(19,611)	280
Net Assets- Beginning		246,944	244,230	534,373	492,752	473,141
Net Assets - Ending		244,230	492,752	514,913	473,141	473,421

Water/Sewer Capital Projects Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

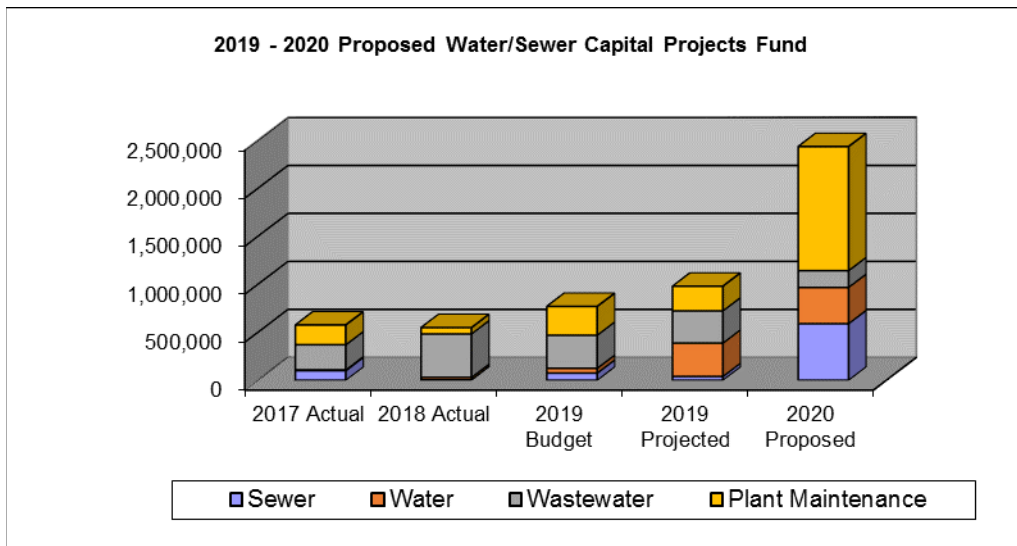
Narrative

The Water/Sewer Capital Projects Fund is an enterprise fund established to account for the capital needs—acquisition, construction, replacement—of the Water/Sewer fund. Funding for these projects is via transfer from the Water/Sewer Fund and the General Capital Projects Fund.

Budget Summary

The funding level allows the Water/Sewer Capital Projects Fund to operate in FY 2020 as it did in FY 2019.

Expenditures by type



**Water/Sewer Capital Projects Fund
Fund: 065**

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Investment Income						
31310	Interest on Investment	404,495	29	1,500	1,500	1,500
Subtotal - Investment Income		404,495	29	1,500	1,500	1,500
Interfund Transfers						
38034	TIF	0	0	0	0	535,000
38066	Water/Sewer Fund	(446,842)	729,102	250,000	1,150,000	750,000
Subtotal - Interfund Transfers		(446,842)	729,102	250,000	1,150,000	1,285,000
TOTAL REVENUE		(42,347)	729,131	251,500	1,151,500	1,286,500
EXPENSES						
Capital Improvements						
46045	Sewer	100,533	5,028	75,000	40,300	590,300
46046	Water	7,727	25,000	50,000	347,500	377,500
46047	Wastewater	262,269	453,311	345,000	335,200	175,000
46048	Plant Maintenance	206,119	65,717	299,500	257,000	1,292,000
46269	Treatment Plant Upgrades	3,000	0	0	0	0
Subtotal - Capital Improvements		579,648	549,056	769,500	980,000	2,434,800
TOTAL EXPENSES		579,648	549,056	769,500	980,000	2,434,800
Income (Loss)		(621,995)	180,075	(518,000)	171,500	(1,148,300)
Working Cash, May 1		1,258,322	636,326	816,401	816,401	987,901
Other Funding Sources - Bond Proceeds		0	0	0	0	0
Working Cash, April 30		636,326	816,401	298,401	987,901	(160,399)
FUND BALANCE						
Net Assets - Beginning		1,258,322	636,326	816,401	816,401	987,901
Net Assets - Ending		636,326	816,401	298,401	987,901	(160,399)

Water/Sewer Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	21.00	20.00	20.00
Seasonal	0.50	1.00	1.00
Total fte	21.50	21.00	21.00

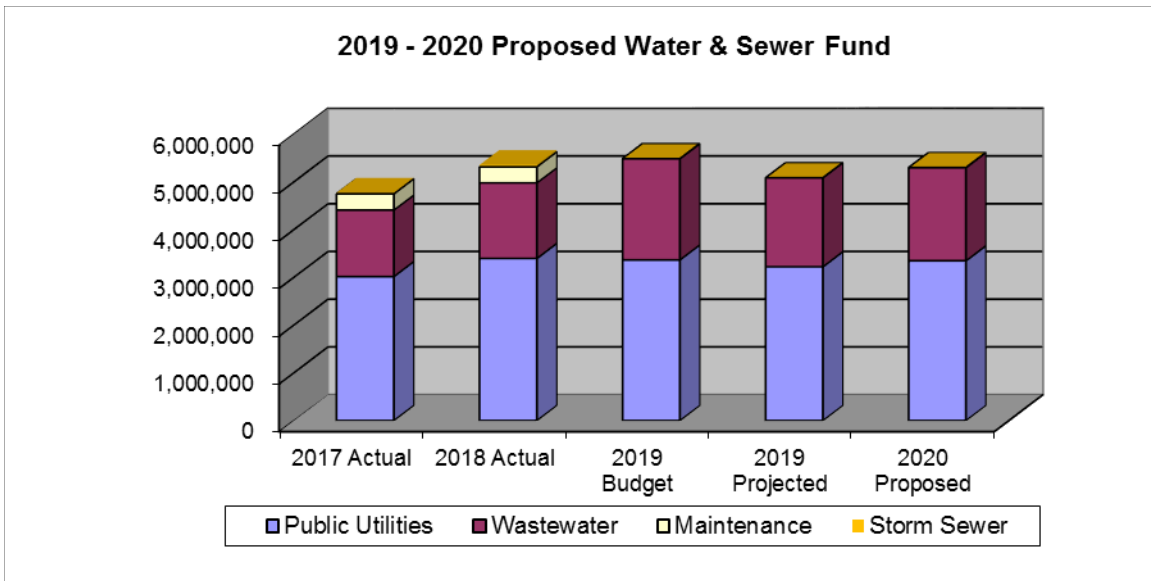
A breakdown of the employee schedules are listed by department.

Narrative

The Water/Sewer Fund is an enterprise fund established to account for all operations of the water and sewer utility services provided by the City. This fund is reported as a Major Fund in the City’s CAFR.

Revenues are presented on the following page, with expenditures listed by department below. Each department has category and line item detail.

Expenditures by department



**Water/Sewer Operating Fund
Fund: 066**

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Water and Sewer Revenue						
Charges for Services						
33110	Sale of Water	3,668,379	3,916,348	4,150,000	4,053,257	4,200,000
33220	Sale of Water Meters	5,481	13,375	10,000	8,250	10,000
34620	Sewer Service Fees	3,384,854	3,409,628	4,000,000	3,680,444	4,000,000
34660	Senior Water	25,445	25,862	30,000	30,712	31,000
Subtotal - Charges for Services		7,084,159	7,365,213	8,190,000	7,772,663	8,241,000
Investment Income						
31310	Interest on Investments	10,912	5,729	11,000	11,750	12,000
Subtotal - Investment Income		10,912	5,729	11,000	11,750	12,000
Miscellaneous						
34230	Inspection Fees	845	974	1,500	1,325	1,500
34415	Connection Fees	34,997	63,840	50,000	37,500	50,000
34420	Hook Up/Tap-On Fees	51,621	40,295	50,000	36,980	50,000
34650	U/B Penalty	142,014	152,671	142,500	175,000	200,000
34665	Turn On/Off Fees	8,025	10,875	8,250	11,500	10,500
34670	Posting Fee	2,600	1,900	2,500	1,800	2,000
34710	Discharge Permits	30,962	30,807	28,800	28,800	28,800
37225	Impact Donations	600	1,200	1,200	750	1,200
39999	Miscellaneous Income	7,241	9,539	8,500	8,350	8,500
Subtotal - Miscellaneous		278,905	312,101	293,250	302,005	352,500
Nonoperating Revenues						
32065	Video Gaming	0	0	0	0	130,000
37080	Tower Rent/Lease Fee	212,791	205,925	220,080	207,880	215,000
38310	Unrealized Gain/Loss On Investment	0	0	10,000	7,500	10,000
38315	Realized Gain/Loss On Investment	(3,718)	(12,114)	7,500	4,975	5,000
Subtotal - Nonoperating Revenues		209,073	193,811	237,580	220,355	360,000
Total Water and Sewer Revenue		7,583,049	7,876,854	8,731,830	8,306,773	8,965,500

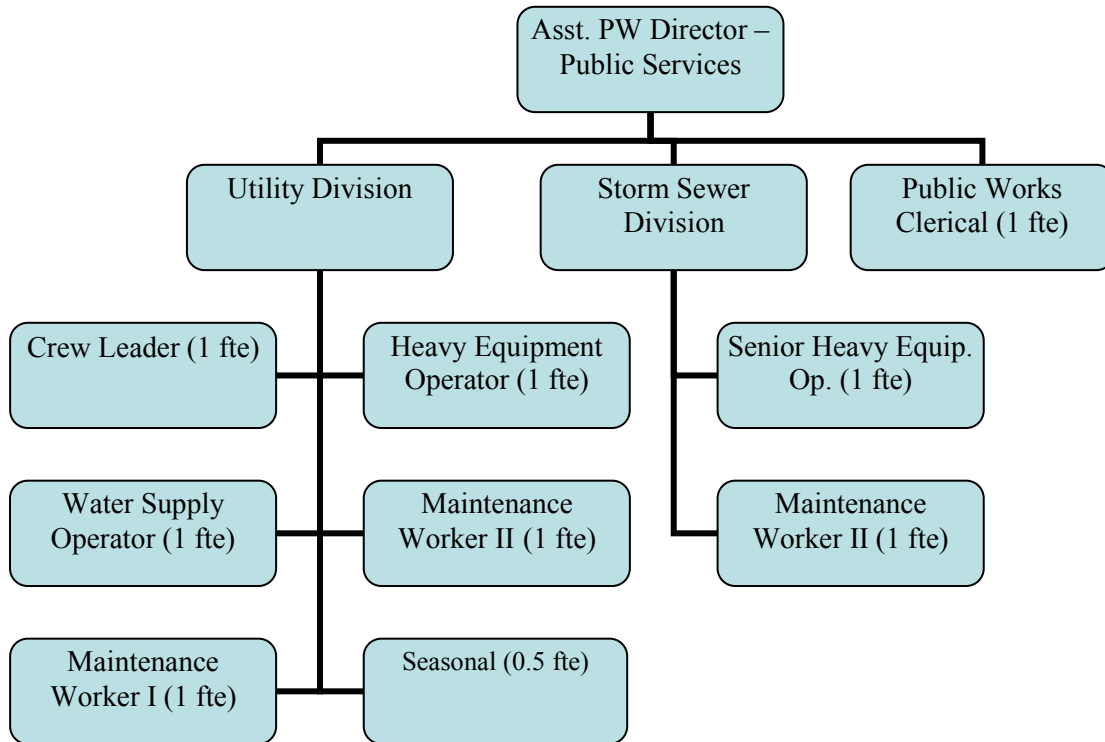
**Water/Sewer Operating Fund
Fund: 066**

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Expenses by department						
	Public Utilities	3,017,283	3,398,447	3,366,333	3,223,199	3,349,015
	Wastewater	1,393,901	1,582,503	2,119,959	1,862,820	2,000,205
	Maintenance	339,637	335,670	0	0	0
	Storm Sewer	21,856	38,663	0	0	0
	Total Operating Expenses	4,772,677	5,355,283	5,486,292	5,086,019	5,349,220
	Excess (Deficiency) of revenues over operating expenses	2,810,372	2,521,571	3,245,538	3,220,754	3,616,280
	Other Funding Uses					
	Transfer to General Fund	688,000	688,000	400,000	200,000	400,000
	Transfer to Water/Sewer CP	(446,842)	387,424	250,000	250,000	750,000
	Transfer to CERF	257,500	280,000	264,150	264,150	250,000
	Total Other Funding Uses	498,658	1,355,424	914,150	714,150	1,400,000
	Excess (Deficiency) of revenues over operating expenses & other uses	2,311,714	1,166,147	2,331,388	2,506,604	2,216,280
	Debt - Principle	0	0	1,367,072	1,367,072	1,405,438
	Debt - Interest	626,185	601,753	585,807	585,807	559,040
	Total Debt	626,185	601,753	1,952,879	1,952,879	1,964,478
	Excess (Deficiency) of revenues over operating expenses, other uses, and debt payments	1,685,529	564,394	378,509	553,725	251,802
	Depreciation	1,245,651	1,235,214	1,270,000	1,235,214	1,236,000
	Total Expenses	7,143,171	8,547,674	9,623,321	8,988,262	9,949,698
	Income (Loss)	439,878	(670,820)	(891,491)	(681,489)	(984,198)
NET ASSETS						
	Net assets, May 1	54,581,685	55,021,563	53,001,441	52,109,950	51,428,461
	Net assets, April 30	55,021,563	54,350,743	52,109,950	51,428,461	50,444,263

Water/Sewer Fund - Utilities Division

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time *	10.00	9.00	9.00
Seasonal	0.00	0.00	0.50
Total fte	10.00	9.00	9.50



* - The Utility Billing FA2 (not shown, 1 fte) operates in the Finance Department, but is budgeted out of the Water/Sewer Fund, Utilities Division.

Narrative

The primary function of the Utilities Division is to operate and repair all Water, Storm Sewer and Sanitary conveyance systems within the City. Utilities Division Staff consists of one Crew Leader, one Senior Heavy Equipment Operators, one Heavy Equipment Operator, one Water Supply Operator, one Water Supply Operator Apprentice, two Maintenance Worker IIs, one Maintenance Worker I, and one Water/Wastewater Secretary - clerical staff which is involved in Wastewater and Water Utility Support.

Performance Measures

	2017	2016	2015	2014	2013	2012	2011	2010
Total Consumption *								
Residential	263,980	276,640	266,682	280,320	289,334	307,136	292,688	288,816
Industrial/Commercial	80,655	83,964	88,208	92,710	94,296	108,214	30,536	93,015
Average Daily Consumption*	1,558	1,564	1,138	1,051	1,051	1,149	1,068	1,046
Water Main Breaks	29	31	25	49	52	50	32	33
Total Hydrant Flushing								
System 1	741	741	741	741	741	741	739	740
System 2	233	233	233	233	233	233	233	233
Number of Valves Exercised								
System 1	991	991	991	991	991	1,003	1,003	436
System 2	202	202	202	202	202	202	202	88
Water Billing Accounts								
Residential	4,444	4,440	4,440	4,440	4,391	4,359	4,528	4,356
Industrial/Commercial	510	516	516	516	517	513	535	516
Muni/Church/School	23	23	23	23	23	23	23	23
Hydrant Meters	10	12	12	12	8	7	6	6

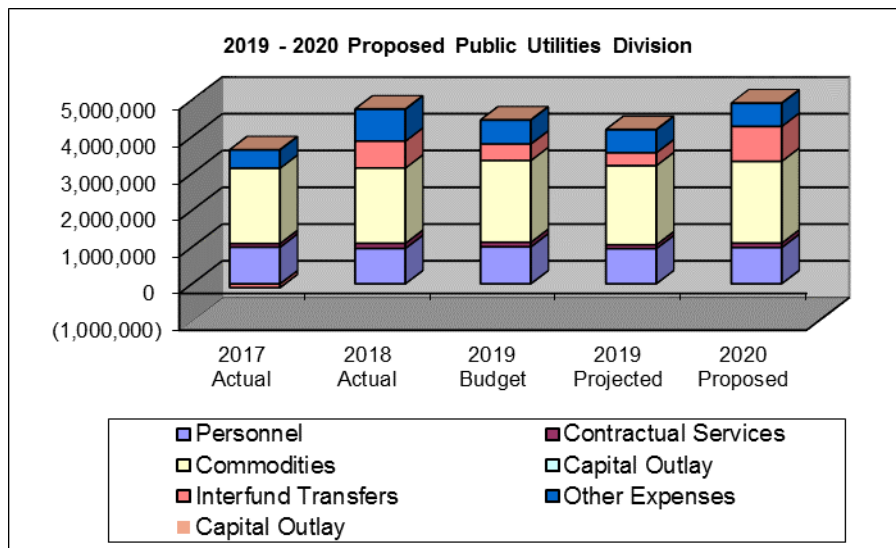
* - 1,000's

Budget Summary

The budget level of funding allows the Utilities Division to operate in FY 2020 as it did in FY 2019.

The FY 2020 budget has increased compared to the FY 2019 due to the increase in the transfer to the Water/Sewer Capital Projects Fund.

Expenditures by type



Public Utilities Division
 Water Fund: 066
 Department: 412

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	664,600	626,386	638,061	639,717	660,296
40102	Overtime Pay	29,357	30,980	30,500	23,450	28,500
40103	System Rounds	7,143	7,681	8,000	7,689	8,000
40104	Stand By Pay	10,672	9,794	11,250	8,234	10,000
40106	Seasonal Employment	0	0	6,000	7,056	7,000
40107	Leave Time Buy-Back	0	143	0	0	0
40108	Longevity Pay	4,150	3,200	3,400	3,400	4,150
40111	Health Care	140,755	153,294	172,700	130,493	140,932
40166	Stipend	500	1,400	0	1,200	1,200
41101	FICA Expense	52,786	50,785	53,337	52,750	54,923
41102	IMRF Expense	84,533	76,639	80,941	79,920	68,464
Subtotal - Personnel		994,497	960,302	1,004,188	953,909	983,465
Contractual Services						
42001	Telephone/Alarm Line	8,259	11,931	12,945	14,500	15,000
42005	Printing	5,960	8,461	4,000	5,500	5,500
42011	Maint/Buildings/Grounds ¹	2,378	12,509	10,000	7,800	10,000
42015	Maintenance - Other Equip	0	0	200	0	200
42017	Maintenance - Vehicles	949	1,988	5,000	2,500	2,500
42019	Maintenance Agreements	750	0	0	0	0
42021	Maintenance Misc. Equipment ²	2,668	11,592	10,000	10,000	8,500
42022	Equipment Rental	0	200	750	350	750
42032	Data Processing Services ³	30,740	37,228	31,000	34,000	35,000
42033	Laboratory Services	3,992	6,081	10,000	6,500	14,000
42045	Utility Locates	0	0	3,000	0	0
42089	Education and Training	1,206	1,136	2,500	1,200	2,000
42090	Dues and Subscriptions ⁴	6,754	6,485	2,000	1,200	2,000
42100	Soil Testing and Disposal ⁵	9,481	3,780	10,000	0	5,000
42113	Maintenance - Water Mains ⁶	26,098	33,949	21,000	20,000	20,000
42118	Maintenance - Water Meters	(96)	3,826	1,500	1,000	1,000
Subtotal - Contractual Services		99,140	139,166	123,895	104,550	121,450

¹ - Contractual well and pump station repair

² - Contractual repair of hydrant, location, generator, booster pump repair

³ - Utility bills processing/mailing system

⁴ - AWWA, WWW, Mid Central, NPDES

⁵ - Clean construction and Demolition Debris (CCDD) testing and disposal costs

⁶ - Leak detection

Public Utilities Division
 Water Fund: 066
 Department: 412

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Commodities						
44001	Gasoline	12,480	12,886	18,150	20,000	22,000
44002	Postage	14,313	10,320	20,000	16,500	17,000
44011	Maintenance - Buildings	2,369	3,011	2,500	2,500	2,500
44013	Maintenance - Water Mains	22,757	20,198	28,500	28,000	29,000
44015	Maintenance - Other Equipment	0	162	500	0	0
44016	Maint.-Equipment & Lift Stations	5,604	3,523	8,000	4,500	5,500
44017	Maintenance - Vehicles	16,849	16,212	19,500	17,500	18,500
44018	Maintenance - Storm Sewers	0	0	12,000	15,000	15,000
44022	Safety Equipment	697	1,198	2,500	3,500	4,000
44051	Electric Utilities	53,370	55,365	50,750	47,000	50,000
44052	Natural Gas Utilities	5,840	8,759	5,000	4,800	5,000
44053	DPWC Water Purchase	1,852,949	1,886,515	2,000,000	1,950,000	2,000,000
44061	Laboratory Supplies	696	518	600	500	600
44063	Chemical Supplies	0	841	1,000	1,000	1,000
44071	Water Tap Supplies	0	0	1,000	800	1,000
44072	Water Meters	55,282	21,039	40,000	26,000	35,000
44073	Water Meter Parts	514	285	2,500	1,500	2,000
44099	Other Parts/Materials	3,210	5,989	10,000	13,000	15,000
Subtotal - Commodities		2,046,928	2,046,821	2,222,500	2,152,100	2,223,100
Capital Outlay						
46002	Other Equipment	0	0	0	0	8,000
Subtotal - Capital Outlay		0	0	0	0	8,000
Interfund Transfers						
48001	General Fund	344,000	344,000	200,000	100,000	200,000
48065	Water Capital Projects	(446,842)	387,424	250,000	250,000	750,000
Subtotal - Interfund Transfers		(102,842)	731,424	450,000	350,000	950,000
Other Expenses						
49004	Conferences/Meetings ⁷	0	32	500	250	500
49092	Depreciation Expense	622,826	617,607	635,000	617,607	618,000
49096	Contribution Revenue	(152,582)	(55,426)	0	0	0
49099	Miscellaneous	4,854	605	750	350	500
49100	Credit Card Processing Fees	24,446	13,046	14,500	12,040	12,000
49155	Expense for Bad Debt	0	293,901	0	0	0
Subtotal - Other Expenditures		499,544	869,765	650,750	630,247	631,000
TOTAL EXPENSES		3,537,267	4,747,478	4,451,333	4,190,806	4,917,015

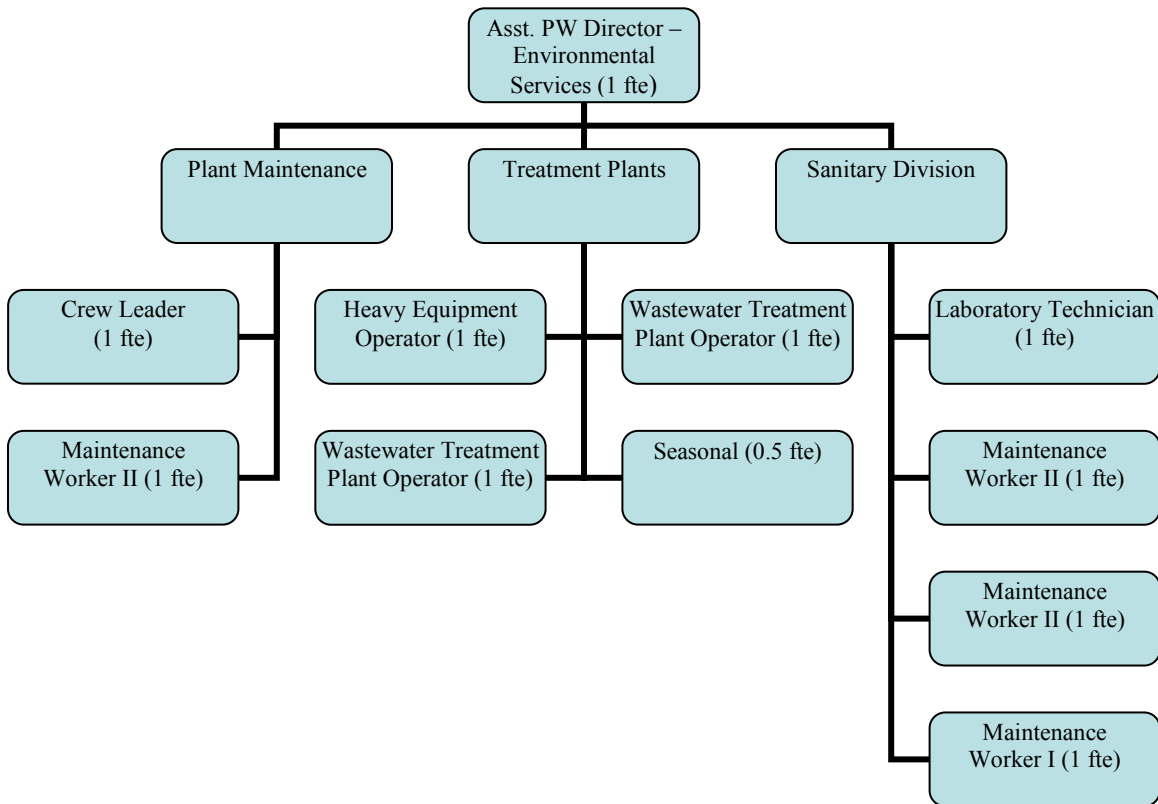
⁷ - AWWA, NPDES, local seminars conferences

Water/Sewer Fund – Wastewater Division

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time *	7.00	11.00	11.00
Seasonal	0.50	0.50	0.50
Total fte	7.50	11.50	11.50

Organizational Chart



* - Includes an additional mechanic, which is presented on the Vehicle Maintenance organization chart.

Narrative

The Wastewater Division works to maintain the environmental standards to ensure a healthy environment for City through the treatment of the sanitary system effluent, as well as, providing preventative maintenance and repair to the City’s Water and Wastewater facilities and the specialized equipment housed within them. This Division ensures that the City of Wood Dale meets or exceeds State and Federal EPA discharge limits. The Wastewater Division is divided between Treatment Plant Operations and Sanitary Operations; however they ultimately support each other. Altogether, the division consists of the Assistant PW Director of Environmental Services, Crew Leader, Heavy Equipment Operator, two Plant Operators, one Laboratory Technician, three Maintenance Worker IIs, one Maintenance Worker I, and one seasonal. The Assistant Public Works Director for Environmental Services also oversees for the Utility Division.

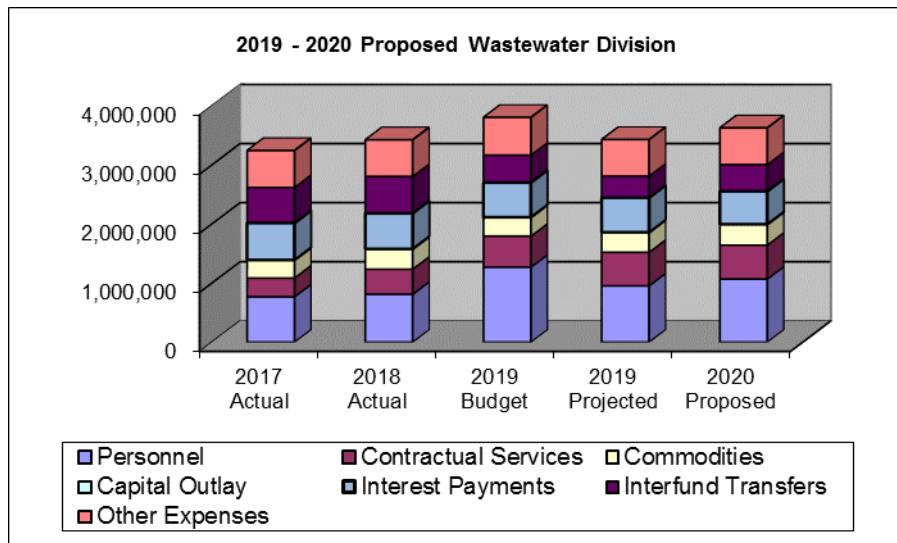
Budget Summary

The budget level of funding allows the Wastewater Division to operate in FY 2020 as it did in FY 2019. The budget increase is due to combining of the Plant Maintenance Division (489) into the Wastewater Division (420) as all of the employees in those divisions support the wastewater operations of the City.

Performance Measures

	2017	2016	2015	2014	2013	2012	2011	2010	2009
Average Daily Treatment	2,119	1,938	2,050	2,567	2,116	2,095	2,507	2,397	2,525
Excursions/Violations	0	0	0	1	0	1	1	0	1
Repair Orders Completed	622	519	786	805	852	905	973	946	1,081

Expenditures by type



Wastewater Division
Water Fund: 066
Department: 420

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	491,500	518,268	799,450	621,939	717,768
40102	Overtime Pay	17,087	21,250	32,000	27,803	30,000
40103	System Rounds	11,946	11,373	14,000	13,302	14,250
40104	Stand By Pay	7,619	7,754	11,800	11,349	12,000
40106	Seasonal Employment	10,996	8,185	6,000	6,294	6,500
40107	Leave Time Buy-Back	809	900	1,450	25	0
40108	Longevity Pay	1,650	1,650	1,650	950	1,500
40111	Health Care	127,145	137,473	235,786	141,000	152,280
41101	FICA Expense	37,824	44,962	66,276	52,147	59,824
41102	IMRF Expense	61,325	59,845	100,747	79,086	74,682
Subtotal - Personnel		767,903	811,660	1,269,159	953,895	1,068,805
Contractual Services						
42001	Telephone/Alarm Line	20,009	30,559	20,000	35,300	36,000
42011	Maintenance - Buildings	10,828	23,761	10,000	30,000	15,000
42012	Maintenance - Lift Stations	2,107	3,987	6,000	1,800	5,000
42015	Maintenance - Other Equip	9,976	39,645	14,000	12,000	14,000
42017	Maintenance - Vehicles	(5,453)	4,002	8,200	4,000	6,000
42019	Maintenance Agreements	1,500	0	1,600	0	1,000
42022	Equipment Rental	26	0	850	450	5,000
42033	Laboratory Services	29,484	26,046	32,000	32,000	35,000
42034	Professional Services	3,296	5,340	7,000	53,475	0
42043	Insurance Premiums	107,418	111,521	117,500	112,350	120,000
42052	Operational/IEPA Fees	64,469	76,331	76,000	78,000	85,000
42054	Dump Fees	64,867	56,039	75,000	55,000	50,000
42059	WTPP Regulatory Compliance ¹	4,360	42,710	150,000	145,000	190,000
42089	Education and Training	3,023	1,518	4,750	2,200	4,000
42090	Dues and Subscriptions ²	1,200	1,013	1,250	1,000	1,200
42213	Maintenance - Sewer Mains	543	1,500	2,300	6,000	6,500
Subtotal - Contractual Services		317,652	423,972	526,450	568,575	573,700

¹ - CMOM, sampling, Industrial Pretreatment, phosphorous program

² - WEF, IAWA, NIWA memberships

Wastewater Division
 Water Fund: 066
 Department: 420

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Commodities						
44001	Gasoline	5,159	5,773	10,000	8,500	10,000
44002	Postage	12,419	10,382	18,000	16,500	17,000
44011	Maintenance - Buildings	4,458	2,450	7,750	4,000	5,000
44012	Maintenance - Lift Stations	7,480	13,602	10,000	9,000	10,000
44014	Maintenance - Sewer Mains	4,449	13,526	8,000	5,000	7,500
44015	Maintenance - Plant Equip	14,967	52,396	25,350	45,000	45,000
44017	Maintenance - Vehicles	9,602	10,788	12,000	11,000	12,000
44022	Safety Equipment	673	1,579	3,750	8,000	7,500
44051	Electric Utilities	189,446	164,365	175,000	185,000	190,000
44052	Natural Gas Utilities	31,947	40,795	22,500	24,000	24,000
44055	Industrial pretreatment	0	0	1,000	0	0
44061	Laboratory Supplies	4,769	3,039	4,500	3,000	4,000
44062	Plant Supplies	1,609	2,329	2,000	1,500	2,000
44063	Chemical Supplies	15,651	20,313	18,000	16,000	18,000
44099	Other Parts/Materials	0	0	2,500	1,500	2,000
Subtotal - Commodities		302,629	341,337	320,350	338,000	354,000
Principal Payments						
45269	Principal - 2012 Series A / IEPA	0	0	1,367,072	1,367,072	1,405,438
Subtotal - Principal Payments		0	0	1,367,072	1,367,072	1,405,438
Capital Outlay						
46002	Other Equipment	3,955	3,022	1,000	250	1,000
Subtotal - Capital Outlay		3,955	3,022	1,000	250	1,000
Interest Payments						
47001	Escrow Agent Fees	525	525	525	525	525
47269	Interest - 2012 Series A / IEPA	625,660	601,228	585,282	585,282	558,515
Subtotal - Interest Payments		626,185	601,753	585,807	585,807	559,040
Interfund Transfers						
48001	General Fund	344,000	344,000	200,000	100,000	200,000
48051	CERF	257,500	280,000	264,150	264,150	250,000
Subtotal - Interfund Transfers		601,500	624,000	464,150	364,150	450,000
Other Expenses						
49004	Conferences and Meetings ³	0	843	1,250	600	1,200
49092	Depreciation Expense	622,826	617,607	635,000	617,607	618,000
49099	Miscellaneous	1,763	1,669	1,750	1,500	1,500
Subtotal - Other Expenditures		624,588	620,119	638,000	619,707	620,700
TOTAL EXPENSES		3,244,412	3,425,863	5,171,988	4,797,456	5,032,683

³ - WEF, APWA, IWEA and local conferences

Water/Sewer Fund – Wastewater Maintenance Division

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	4.00	4.00	0.00
Seasonal	0.00	0.00	0.00
Total fte	4.00	4.00	0.00

Beginning with FY 2019, there are no employees budgeted out of this division.

The employees and expenses that were previously budgeted out of this department were moved to the Wastewater Division.

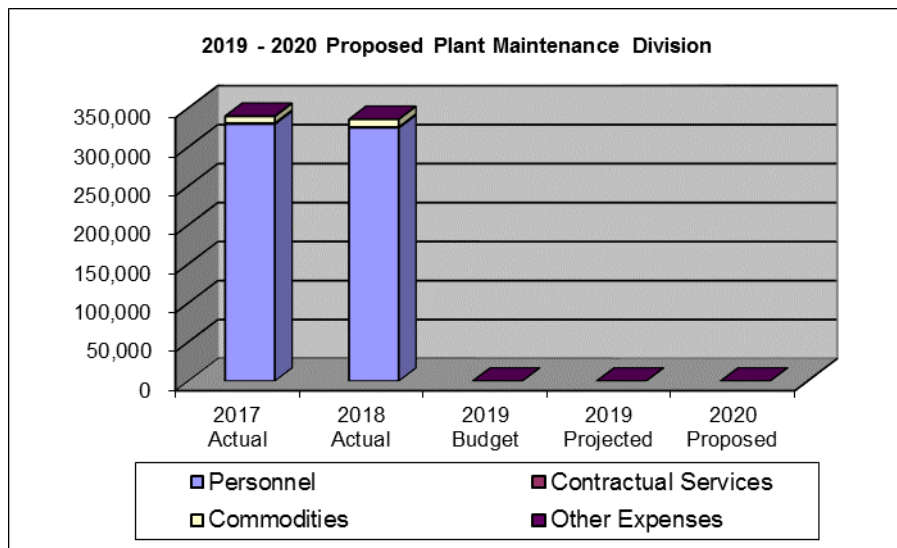
Narrative

The primary function of the Wastewater Maintenance Division is to provide preventative maintenance and repair to all Water and Wastewater facilities and the specialized equipment housed within them. This includes, but is not limited to: 2 Wastewater Treatment Plants, 9 Water Facilities and 12 underground Wastewater Lift Stations. Maintenance Division staff consists, one Crew Leader, one Maintenance Worker II, and one Maintenance Worker 1 which are supervised by the Assistant Public Works Director for Environmental Services.

Budget Summary

The budget for this department was transferred to the Wastewater Division beginning in FY 2019, as the same employees performed the work within each division. This consolidation will make it easier to track their budget and workflows.

Expenditures by type



Plant Maintenance Division
 Water Fund: 066
 Department: 489

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Personnel						
40101	Salaries	210,263	214,931	0	0	0
40102	Overtime Pay	5,443	11,330	0	0	0
40103	System Rounds	2,114	1,826	0	0	0
40104	Stand By Pay	4,504	4,952	0	0	0
40108	Longevity Pay	950	950	0	0	0
40111	Health Care	60,432	51,119	0	0	0
41101	FICA Expense	17,545	17,217	0	0	0
41102	IMRF Expense	28,238	22,418	0	0	0
Subtotal - Personnel		329,489	324,743	0	0	0
Contractual Services						
42017	Maintenance - Vehicles	158	545	0	0	0
42022	Equipment Rental	302	424	0	0	0
42089	Education and Training	1,014	210	0	0	0
Subtotal - Contractual Services		1,475	1,179	0	0	0
Commodities						
44001	Gasoline	3,226	5,364	0	0	0
44011	Maintenance - Buildings	161	0	0	0	0
44015	Maintenance - Other Equipment	346	52	0	0	0
44017	Maintenance - Vehicles	2,525	2,810	0	0	0
44022	Safety Equipment	330	203	0	0	0
44099	Other Parts/Materials	1,783	1,269	0	0	0
Subtotal - Commodities		8,371	9,698	0	0	0
Other Expenses						
49004	Conferences/Meetings	0	0	0	0	0
49099	Miscellaneous	302	50	0	0	0
Subtotal - Other Expenditures		302	50	0	0	0
TOTAL EXPENSES		339,637	335,670	0	0	0

Water/Sewer Fund – Storm Sewer Maintenance Division

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Seasonal	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this division.

The employees and expenses that were previously budgeted out of this department were moved to the Public Utilities Division.

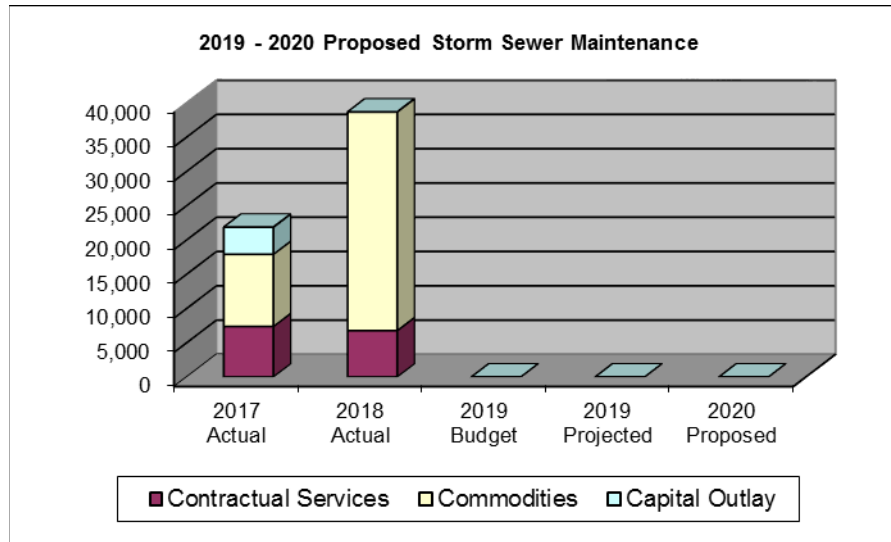
Narrative

The Storm Sewer Maintenance Division is under the supervision of the Utilities Division in the Water/Sewer Fund. The primary function of the Utilities Division is to operate and repair all Water, Storm Sewer and Sanitary conveyance systems within the City. Storm Sewer Division Staff consists of one Supervisor, a Senior Heavy Equipment Operator and a Maintenance Worker II.

Budget Summary

The budget for this department was transferred to the Utilities Division beginning in FY 2019, as the same employees performed the work within each division. This consolidation will make it easier to track their budget and workflows.

Expenditures by type



Storm Sewer Maintenance Division
Water Fund: 066
Department: 490

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
Contractual Services						
42001	Telephone/Alarm	630	709	0	0	0
42011	Maintenance - Buildings	0	0	0	0	0
42015	Maintenance - Other Equip	0	0	0	0	0
42017	Maintenance - Vehicles	0	0	0	0	0
42045	Utility Locates	5,740	5,774	0	0	0
42090	Dues and Subscriptions ¹	1,000	1,000	0	0	0
Subtotal - Contractual Services		7,370	6,774	0	0	0
Commodities						
44001	Gasoline	1,321	1,879	0	0	0
44015	Maintenance - Other Equip	0	0	0	0	0
44017	Maintenance - Vehicles	1,024	1,729	0	0	0
44018	Maintenance-Storm Sewers	7,425	27,474	0	0	0
44022	Safety Equipment	0	0	0	0	0
44051	Electric Utilities	720	807	0	0	0
44099	Other Parts/Materials	41	0	0	0	0
Subtotal - Commodities		10,531	31,889	0	0	0
Capital Outlay						
46002	Other Equipment	3,955	0	0	0	0
Subtotal - Capital Outlay		3,955	0	0	0	0
TOTAL EXPENDITURES		21,856	38,663	0	0	0

¹ - NPDES annual permit

Police Pension Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

Narrative

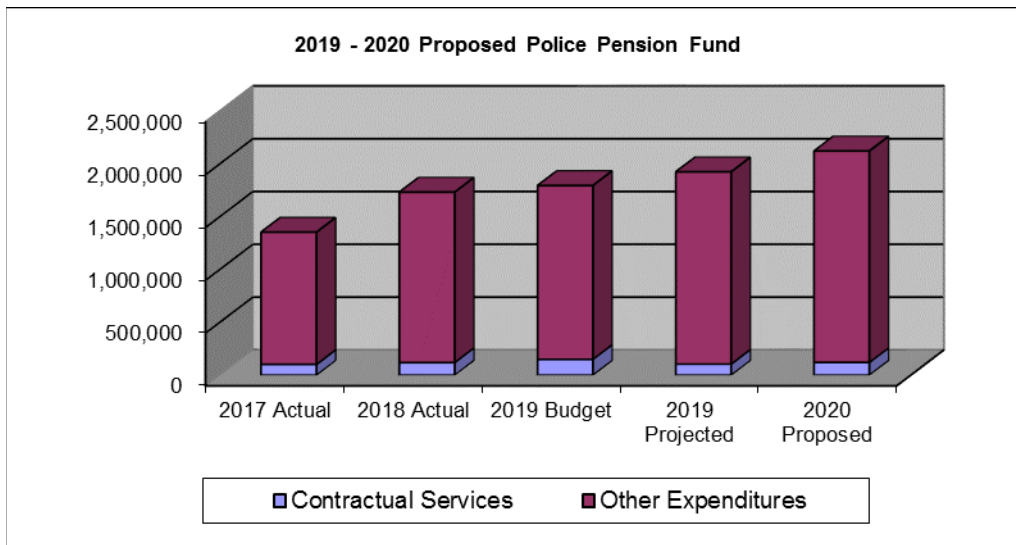
The Police Pension Fund is a pension trust fund established to account for pensions paid for police officers. The Police Pension Fund revenues consist of property taxes, contributions from participants based on a percentage of wages established by the state and investment earnings.

Budget Summary

The budget level of funding allows the Police Pension Fund to operate in FY 2020 the same as it did in FY 2019.

Funding levels are set by actuarial study and are analyzed every year. The Pension Board is requesting funding in the amount of \$1,423,206 for FY 2020.

Expenditures by type



POLICE PENSION FUND
Fund: 086

<u>Account #</u>	<u>Description</u>	<u>4/30/2017 Actual</u>	<u>4/30/2018 Actual</u>	<u>4/30/2019 Budget</u>	<u>4/30/2019 Projected</u>	<u>4/30/2020 Proposed</u>
REVENUES						
Contributions						
31155	Real Estate Taxes	458,504	461,714	464,946	464,946	477,456
39010	Add'l Contribution from City	622,796	719,448	835,181	835,181	945,750
39510	Participants Contributions	320,719	303,265	318,723	327,866	344,000
Subtotal - Contributions		1,402,019	1,484,427	1,618,850	1,627,993	1,767,206
Investment Income						
31310	Interest on Investments	480,520	733,569	450,000	511,582	600,000
38310	Unrealized Gain/Loss on Invest.	1,688,657	1,217,894	1,354,497	(945,303)	1,069,101
39999	Miscellaneous	710	9,096	0	0	0
Subtotal - Investment Income		2,169,886	1,960,559	1,804,497	(433,721)	1,669,101
TOTAL - REVENUE		3,571,905	3,444,986	3,423,347	1,194,272	3,436,307
EXPENSES						
Contractual Services						
42034	Professional Services	32,751	45,444	50,000	37,107	45,000
44060	Investment Expense	69,064	74,220	100,000	67,505	75,000
Subtotal - Contractual Services		101,815	119,664	150,000	104,612	120,000
Other Expenditures						
49051	Benefit Payments	1,238,569	1,599,900	1,632,000	1,805,784	1,986,000
49099	Miscellaneous	13,483	12,693	13,000	14,317	16,000
Subtotal - Other Expenditures		1,252,052	1,612,593	1,645,000	1,820,101	2,002,000
TOTAL EXPENSES		1,353,867	1,732,257	1,795,000	1,924,713	2,122,000
Fund Surplus (Deficit)		2,218,038	1,712,729	1,628,347	(730,441)	1,314,307
Net Assets, Beginning		21,639,347	23,857,385	26,733,294	25,570,114	24,839,673
Net Assets, Ending		23,857,385	25,570,114	28,361,641	24,839,673	26,153,980

Special Service Area Fund

Personnel Schedule

	FY 2018	FY 2019	FY 2020
Full time	0.00	0.00	0.00
Part time	0.00	0.00	0.00
Total fte	0.00	0.00	0.00

No employees are budgeted out of this fund.

Narrative

The Special Service Area Fund is an agency fund established to account for the bond proceeds, construction costs and subsequent property tax levy collections associated with paying the debt service of the bonds associated with the Special Service Area itself.

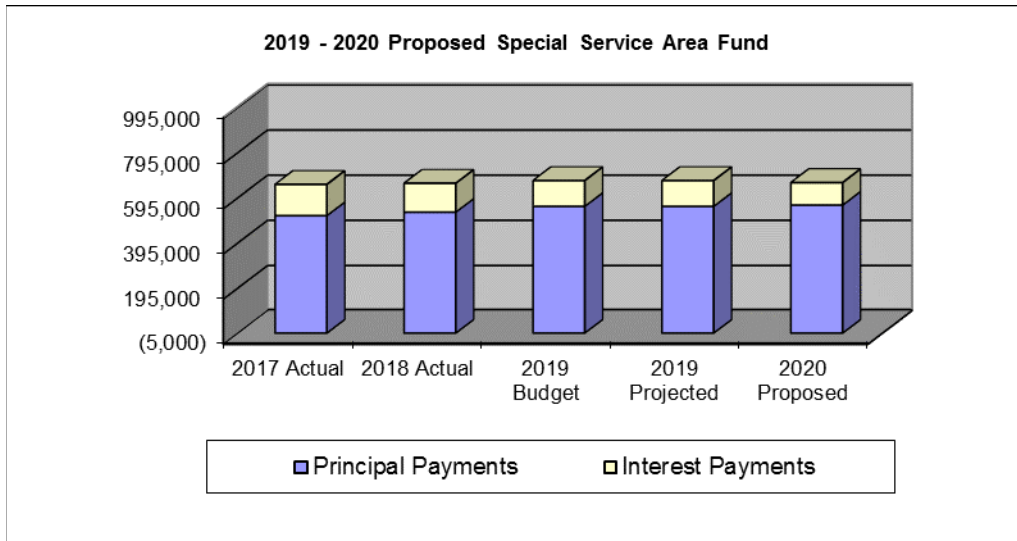
Budget Summary

The budget level of funding allows the Special Service Area Fund to operate the same in FY 2020 as it did in FY 2019.

The Special Service Area Fund serves as both the project fund and debt service fund. Special Service Areas 12, 13 and 14 were refinanced in FY2015, which resulted in lower principal and interest costs for the remainder of the repayment schedule.

Active Service Areas are 11, 12, 13, and 14. All are debt service only.

Expenditures by type



SPECIAL SERVICE AREA FUND
Fund: 092

<u>Account #</u>	<u>Description</u>	<u>4/30/2017</u> <u>Actual</u>	<u>4/30/2018</u> <u>Actual</u>	<u>4/30/2019</u> <u>Budget</u>	<u>4/30/2019</u> <u>Projected</u>	<u>4/30/2020</u> <u>Proposed</u>
REVENUES						
Taxes						
31171	R.E. Tax - SSA #11	13,138	13,184	13,050	13,201	13,125
31172	R.E. Tax - SSA #12	201,484	193,951	198,500	200,214	194,000
31173	R.E. Tax - SSA #13	283,369	284,445	287,500	290,355	286,800
31174	R.E. Tax - SSA #14	164,324	175,716	175,000	176,574	171,100
Subtotal - Taxes		662,315	667,296	674,050	680,344	665,025
Investment Income						
31316	Interest - SSA #8	4	5	5	22	24
31318	Interest - SSA #11	1	1	1	1	1
31319	Interest - SSA #12	163	935	825	2,600	2,800
31320	Interest - SSA #13	248	1,457	1,200	4,000	4,200
31321	Interest - SSA #14	132	775	750	2,400	2,500
Subtotal - Investment Income		549	3,173	2,781	9,023	9,525
TOTAL REVENUE		662,863	670,469	676,831	689,367	674,550
EXPENSES						
Principal Payments						
45011	Principal Pmt - SSA #11	9,900	10,500	11,100	11,100	11,700
45012	Principal Pmt - SSA #12	155,000	155,000	165,000	165,000	165,000
45013	Principal Pmt - SSA #13	225,000	230,000	240,000	240,000	245,000
45014	Principal Pmt - SSA #14	130,000	140,000	145,000	145,000	145,000
Subtotal - Principal Payments		519,900	535,500	561,100	561,100	566,700
Interest Payments						
47001	Escrow Agent Fees	1,425	1,425	1,425	1,425	1,425
47011	Interest - SSA #11	3,108	2,554	1,966	1,966	1,344
47012	Interest - SSA #12	40,115	37,015	33,140	33,140	29,015
47013	Interest - SSA #13	58,023	53,523	47,773	47,773	41,773
47014	Interest - SSA #14	35,830	33,230	29,730	29,730	26,105
Subtotal - Interest Payments		138,501	127,747	114,034	114,034	99,662
TOTAL EXPENSES		658,401	663,247	675,134	675,134	666,362
Fund Surplus (Deficit)		4,463	7,222	1,697	14,233	8,188
Fund Balance - Beginning		41,228	45,691	59,517	52,913	67,146
Fund Balance - Ending		45,691	52,913	61,214	67,146	75,334

Department Directory

Fund	Department/Division Number	Name
General	411	Administration
	415	City Clerk
	422	Community Development
	430	Information Technology *
	433	Finance
	444	Legal
	466	Police
	477	Board of Fire & Police
	485	Engineering *
	487	Public Works Administration
	488	Streets Division
	489	Vehicle Maintenance Division
	499	Central Services
Water	412	Public Utilities Division
	420	Wastewater Division
	489	Plant Maintenance Division *
	490	Storm Sewer Maintenance Division *

* - Department currently inactive

Glossary of Terms

The Annual Budget and Capital Improvement Plan contain specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget and Capital Improvement Plan document in understanding these terms, a glossary has been included in the document.

A

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.

Agency Fund - A fund established to account for assets held by the City as a collection of paying agent for individuals, private organizations, other governmental units or other funds.

Allotment – A designated amount of money that is automatically distributed.

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

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

Assessed Valuation - A percent of appraisal value assigned to real estate and certain personal property for use as a basis for levying property taxes. In the City of Wood Dale the assessed valuation is 33% of appraised value.

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

Assigned Fund Balance - This classification includes amounts that are “intended” for a specific purpose, but are neither restricted nor committed.

B

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

Balanced Budget - A budget in which estimated revenues are equal to or greater than estimated expenditures.

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 City staff and City Council to revise the budget.

Budget Message - The opening section of the budget, which provides the City Council 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 City Manager.

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.

C

Cable TV Franchise - Franchise tax levied on a cable television company.

Capital Assets - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, and improvements other than buildings, machinery and equipment. The City has established a level of \$5,000 for an item to be considered an asset; below \$5,000, the item is considered to be an operating expense.

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

Capital Improvements Plan (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 City.

Capital Projects Fund - A fund used to account for the acquisition or construction of major governmental capital facilities, equipment, or other assets such as streets, sidewalks, or alleys.

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

Cash Management - The management of the cash necessary to pay for government services, while investing temporary cash in excess of those services, in order to earn additional 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.

Chart of Accounts - A listing of the asset, liability, equity, revenue and expenditure accounts that are used in the accounting, operations and budgeting processes.

Committed Fund Balance - This classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.

Commodities - Items which, after use, are consumed or show a material change in, or an appreciable impairment, of their physical condition, and which are generally of limited value and characterized by rapid depreciation.

Comprehensive Annual Financial Report (CAFR) - This official annual report presents the status of the Village's finances in a standardized format. The CAFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues and expenditures.

Contractual Services - Services provided by another individual (not on City payroll), agency, or private firm.

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

D

Debt Service - The expenditure for principal and interest payments on loans, notes, and bonds.

Debt Service Fund - A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal 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 City which indicates overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation - Expiration in the service life of capital assets purchased within Governmental 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.

Distinguished Budget Presentation Program - A voluntary program administered by the Government Finance Officers Association (GFOA) to encourage governments to publish efficiently organized and easily readable budget documents, providing peer recognition and technical assistance to the fiscal officers preparing them.

Division - a unit of an organization which reports to a department.

E

Enabling Legislation - Authorizes the government to assess, levy, charge, or otherwise mandate payment of resources and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation.

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.

Estimated Revenue - The amount of projected revenue to be collected by the City during the fiscal year. The amount of revenue budgeted is the amount approved by the City Council.

Equalized Assessed Valuation - The value of properties within the City limits, at a ratio of 33% to the estimated actual value.

Expenditure - Decreases in net total assets. Expenses represent the total cost of operations during a period of time regardless of the timing of the related expenditures. Note: An encumbrance is not expenditure, but reserves funds to be expended.

F

Fiduciary Funds (Trust and Agency Funds) - These funds are used to account for assets held by the City in a trustee capacity for as agency for individuals, private organizations, other governments and/or other funds. These include Pension Trust and Agency Funds. Agency Funds are custodial in nature where the assets equal liabilities.

Financial Plan - A multi-year, long-range, approach to assessing the City'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 City signifying the beginning and ending period for recording financial transactions. The City of Wood Dale 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 - A fiscal and accounting entity with a self balancing set of accounts, recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

Fund Balance – The difference between fund assets and fund liabilities in a governmental or trust fund. Changes in fund balances are the result of the difference of revenues to expenditures. When revenues exceed expenditures in a given period, fund balance increases and when expenditures exceed revenue, fund balance decreases.

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.

G

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.

Government Finance Officers Association - The national GFOA of the United States and Canada, whose purpose is to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking, and leadership.

Governmental Fund Type - One of three broad fund categories which also includes proprietary funds and fiduciary funds; this fund category includes activities usually associated with a typical state or local government operation; composed of four types: general fund, special revenue fund, capital projects fund and debt service fund.

Governmental Funds - General, Special Revenue, Debt Service and Capital Project funds.

Grant - A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

I

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

Interfund Transfers - Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

Internal Service Fund - A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies.

Intergovernmental Revenue - Revenue received from or through the Federal, State, County, or other unit of government such as a Fire District, Library District, School District or another municipality.

L

Legal Debt Margin - The amount of debt that the City can legally issue. This is calculated by taking 2.875% of the assessed valuation of the properties located within the City.

Legal Enforceability – A government can be compelled by an external party to use resources created by enabling legislation only for the purposes specified by the legislation.

Levy - To impose taxes for the support of City 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.

M

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.

N

Nonspendable Fund Balance - This classification includes amounts that cannot be spent because they are either a) not in a spendable form, i.e. inventory or prepaid amounts, or b) legally or contractually required to be maintained intact.

O

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.

P

Personnel Services - Costs related to compensating City employees, including salaries, wages and benefits.

Property Tax - Property taxes are levied on real property according to the property's valuation and the tax rate.

Proprietary Funds - Activities found in this category are many times seen in the private sector and are operated in a manner similar to their counterparts in the commercial world; the focus of these funds is on the measurement of net income, composed of two fund types: enterprise funds and internal service funds.

R

Restricted Fund Balance - This classification includes amounts that are restricted to specific purposes as defined by the following: a) externally imposed by creditors, grantors, contributors, or the laws and/or regulations of other governments, b) imposed by law through constitutional provision or enabling legislation.

Revenue - Funds that the City receives as income.

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

S

Special Revenue Fund - A fund created when the City 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 an annual property tax levy.

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

T

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

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.

U

Unassigned Fund Balance - This classification is the residual amount for the General Fund that has not be assigned to other Funds and that have not been restricted, committed, or assigned.

W

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

Common Acronyms

APWA: American Public Works Association
ASE: Automotive Service Excellence
AWWA: American Water Works Association
CAD: Computer Aided Dispatch, Computer Aided Design
CAFR: Comprehensive Annual Financial Report
CIP: Capital Improvements Plan
CPA: Certified Public Accountant
CPFO: Certified Public Finance Officer
DAR: Dial a Ride
DOT: Department of Transportation
DMMC: DuPage Mayors and Managers Conference
DUMEG: DuPage Metropolitan Enforcement Group
EAP: Employee Assistance Program
EAV: Equalized Assessed Valuation
EMS: Emergency Medical Services
EPA: Environmental Protection Agency
FOIA: Freedom of Information Act
FTE: Fulltime equivalent
GASB: Governmental Accounting Standards Board
GFOA: Government Finance Officers Association
HR: Human Resources
IAA: Illinois Arborist Association
IAMMA: Illinois Association of Municipal Management Assistants
ICC: International Code Council
ICMA: International City/County Management Association
ICSC: International Council of Shopping Centers
IDOT: Illinois Department of Transportation
IEPA: Illinois Environment Protection Agency
IGFOA: Illinois Government Finance Officers Association
ILCMA: Illinois City/County Management Association
IMET: Illinois Metropolitan Investment Fund
IML: Illinois Municipal League
IMRF: Illinois Municipal Retirement Fund
IPBC: Intergovernmental Personnel Benefit Cooperative
IRMA: Intergovernmental Risk Management Agency
ISA: International Society of Arboriculture
IT: Information Technology
IWEA: Illinois Water Environment Association

GIS: Geographic Information System
NIMS: National Incident Management System
NPDES: National Pollutant Discharge Elimination System
PM: Preventative Maintenance
PW: Public Works
RFI: Request for Information
RFP: Request for Proposal
RFQ: Request for Qualifications
SHRM: Society for Human Resource Management
SOQ: Statement of Qualifications
TIF: Tax Increment Financing
USEPA: United States Environmental Protection Agency
WEF: Water Environment Federation
ZBA: Zoning Board of Appeals