VILLAGE OF
ARLINGTON HEIGHTS, ILLINOIS

OPERATING BUDGET
2017

Beginning January 1, 2017

PROPOSED

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

VILLAGE OF ARLINGTON HEIGHTS

OPERATING BUDGET
2017

Beginning January 1, 2017

PROPOSED

VILLAGE BOARD

Thomas W. Hayes, Village President

Carol Blackwood, Trustee
Joseph C. Farwell, Trustee
Thomas Glasgow, Trustee
Robin La Bedz, Trustee
Bert Rosenberg, Trustee
John Scaletta, Trustee
Michael Sidor, Trustee
Jim Tinaglia, Trustee

VILLAGE MANAGER

Randall R. Recklaus

FINANCE DIRECTOR/TREASURER

Thomas F. Kuehne

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Introduction

VILLAGE ADMINISTRATION

Central Administration

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

Public Safety

Chief of Police	Gerald Mourning
Fire Chief	Kenneth Koeppen

Economic & Community Development

Director of Planning & Community Development	Charles Witherington-Perkins
Director of Engineering	Jim Massarelli

Services

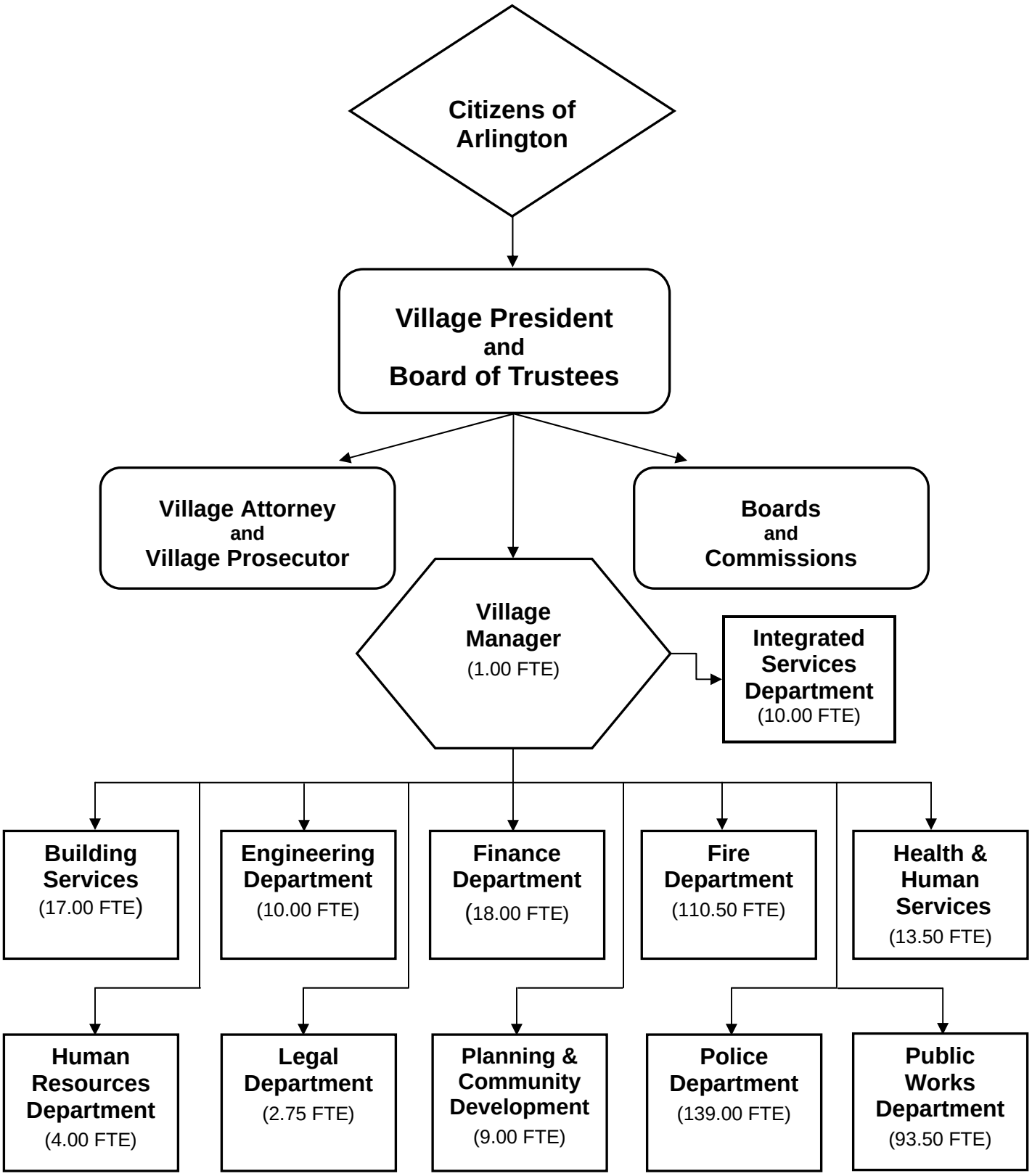
Director of Building Services	Steven Touloumis
Director of Health and Human Services	James McCalister
Public Works Director	Scott Shirley

Budget Preparation

Finance Director/Treasurer	Thomas F. Kuehne
Assistant Finance Director	Mary Juarez
Budget Coordinator	Denise Ruda

VILLAGE OF ARLINGTON HEIGHTS (428.25 FTE)

ORGANIZATION STRUCTURE



October 21, 2016

Dear President Hayes and Trustees:

I am hereby transmitting the Proposed Budget for calendar year 2017.

Over the last two years the Village has implemented a number of budget process changes to improve transparency and to more clearly tie Village Board goals to budget action plans. Two years ago the Village changed its fiscal year in order to align the budget and property tax processes, with the intent of making the tax levy process less confusing to interested parties. During the spring of 2016 a new process was begun whereby each Department Director made a presentation to the Village Board outlining their Department's scope of services, workload indicators, key accomplishments, and new initiatives. A detailed question and answer session followed each of these presentations. Following these presentations the Village Board met in April to develop their 2017 Strategic Priorities. The goal of this new process was to determine the Board's priorities early in the process so that staff's budget proposals for the following year would link up with the Village Board's priorities. In addition, this allowed for detailed operations discussions to be held during the spring, while key financial issues could be discussed during the presentation of the proposed 2017 Budget.

Overview of Proposed 2017 Budget Plan

The Proposed 2017 Budget maintains our existing day to day operations, which provide for a full range of general government services. During the past year Staff has undertaken a number of initiatives with the goal of enhancing customer service. These include expanding the use of social media to reach out to the community, the development of a new, more user friendly website which is expected to be rolled out early in 2017, employee customer service training, and researching the replacement of work order software used by Engineering and Public Works Staff which will improve the handling of customer service requests.

The Village also continues to prudently plan for the future by aggressively investing in our infrastructure in order to maintain safe, reliable roads, water mains and sewer lines. These plans have included funding the Parkway Ash Tree Removal & Replacement program and the cost to construct a new Police Station. Both of these projects are funded through bond issues that were sold as existing debt was retired. As a result, these projects will be completed without having to increase the Village's debt service property tax levy. Over the last few years the Village has carefully timed the funding of a number of key capital projects. Key multi-year infrastructure projects that are part of the proposed 2017 Budget include the following:

- The final year of a program to remove/replace 13,000 parkway ash trees or 30% of the Village's tree inventory at a total project cost of $8 million.

- Year two of a five-year plan to increase the annual water main replacement program from $500,000 to $3 million per year by 2020, in order to reduce the high number of water main breaks due to the advanced age of the Village's water main system.

- The second phase of a two-phase plan to increase the street resurfacing/reconstruction program by $2.7 million per year to maintain the Village's "good" rating as identified through a recent pavement condition study. In 2016 the Village implemented Phase 1 of the plan by increasing annual street expenditures by $2 million. The 2017 proposed Budget includes Phase 2 which increases annual street expenditures by an additional $700,000.

- Construction of a new Police Station that will replace the existing 38,000 square foot facility constructed in 1978. The new 73,000 square foot building will be comparable to other Police facilities that have recently been constructed.

- The third year of a five-year $2.5 million plan to repair the Village's four public parking garages. Completing this work will return these structures, which range in age from 15 to 33 years, back to their original integrity with a new service life of 40 to 50 years. 2017 will include repairs to the Vail Street Garage located in the Downtown area.

During 2017 the Village will begin undertaking its next key infrastructure challenge – storm water control. In late spring 2016 the Village completed the utility modeling project and separate storm water control studies on the combined sewer area, and on storm water capacity and storage issues in some of the separate sewered areas. In 2016 community meetings were held to review the study results, to verify the results with community experiences, and to seek feedback on the results. In spring 2017 the Village Board will seek to prioritize the potential storm water control projects and develop a multi-year schedule of approved projects for inclusion in the 2018-2022 Capital Improvement Plan. Based on these priorities, Village Staff will present a concept for a new storm water utility fee that could cover the costs of the annual maintenance of the separate storm water system as well as any approved storm water improvement projects.

The State's budget impasse is continuing to cause funding problems for its own state-wide services, and we still expect that there will likely be ramifications on local school, park, library and municipal government budgets. In the absence of an approved State budget for the second straight year, the State is now reporting that its five retirement systems may not receive payments when due because the state's general fund may be low on cash. Illinois already has the lowest credit rating among the 50 states and a growing pile of unpaid bills. So far, the State's budget woes have not affected a majority of the State's residents. However as the State sinks further into debt, the ability to manage its dwindling finances will become much harder. As of the date of this budget letter the State is still making its required payments to municipalities, including sales, income and Motor Fuel (MFT) tax remittances. According to the Illinois Municipal League, the State is spending at a rate of nearly $38 billion per year, while only bringing in about $33 billion per year. This unsustainable situation continues to effect the State's cash flow position. Due to the aggressive budget actions the Village has taken over the last nine years the Village is fortunate to be in a financial position that allows us to plan for the 2017 Budget. However, if the State budget impasse continues for a prolonged period of time, the Village's longer term financial plans will be affected.

Over the past few years the Village's sales tax, income tax, and building permit fee revenue have improved which allowed the Village to keep its property tax levy down to a minimum, and to use prior year surpluses toward one-time infrastructure improvements. These results have helped the Village to maintain a solid financial position for its key operating fund, the General Fund. However;

our local economy and the Village's financial position will continue to be susceptible to the effects of international and national decisions, and especially the State of Illinois' current budget issues. The Village develops its operating and capital budget based on a conservative forecast of revenues, and does not take into account new revenues from growth unless the development is completed and has provided an historical basis for a new projection. A normal operating expense cycle is anticipated and includes expenditure increase assumptions. The Village also has access to its reserves, which are maintained in part to ensure our excellent bond rating and lower bond interest charges associated with that rating. Maintaining adequate reserves also provides a source of funds for extraordinary storm or other damages, and to provide a buffer during economic downturns. Having adequate reserves would also allow the Village the time needed to digest and plan around potential actions by the State that may divert some of the Village's revenues to State coffers. The Village's minimum fund balance policy is to maintain a fiscal year-end balance of at least 25% of General Fund expenditures. Being near or above this level is even more important for Arlington Heights due to our reliance on sales and income tax receipts which are subject to economic cycles. The proposed 2017 Budget will allow the Village to maintain a fund balance in excess of 25% of a typical year's General Fund expenditures.

The Village of Arlington Heights' mission is to provide high quality services to the community in a fiscally responsible manner. These services are provided to enhance the safety, health and general welfare of the citizens and businesses within the community. The Village's service oriented philosophy continues to balance various community needs with municipal resources through a planned approach to the governance process. As a result of conservative budgeting practices, the Village is fortunate to remain in a strong financial position.

Proposed 2016 Property Tax Levy Payable in 2017

Last year the Village initiated a two-year plan to increase the street resurfacing/reconstruction program by $2.7 million per year to maintain the Village's current condition rating as identified through a recent pavement condition study. In the prior year, the Village Board increased the Village property tax levy by $1.5 million or 3.59%. The entire amount of the 2015 property tax increase went toward the $2 million Phase 1 increase in annual street improvements. The balance of the Phase 1 increase came from a new annual $500,000 transfer from the SWANCC Fund for street projects. The proposed 2016 property tax levy increases by $700,000 or 1.95%. This increase will allow the Village to reach its goal of funding the resurfacing/reconstruction program at the $2.7 million per year level. The proposed increase is slightly lower than the 2.1% increase outlined during the budget ceiling process in July and during last year's budget process. For the second year in a row the entire proposed property tax increase would go toward improving the annual street infrastructure program.

2016 will also be the second year in a row that the portion of property taxes allocated to non-capital expenses will actually decrease. This was accomplished in part, by decreases in the Village's actuarial required contribution (ARC) to the Police and Fire Pension Funds. During the 8-month transition year the Village still provided a full year's contribution to the public safety pension funds so as to avoid a large decrease one year and a corresponding spike the following year. This additional payment reduced the unfunded liability amounts in each fund. In addition, two out of the three investment smoothing years used by the actuary were for investment gains, while the most recent year was for an investment loss. As a result of the net investment gains, the Village's ARC decreased this year.

Since last year's and the current year's public safety pension fund investment earnings will be lower than the assumed rate of return, Staff expects that the following year's property tax levies for the public safety funds will increase. On the positive side, in 2013 when investment earnings were strong, the Village took steps to increase the mortality tables for our public safety pension funds from the UP-1994 tables to the UP-2000 tables projected to the current year. By making the change at that time, the cost increase from increasing the mortality tables was offset by the investment earnings over the assumed rate of return. A number of other area communities have been increasing their mortality tables during the last two years when investment earnings are down, which has further increased the amount they owe to their respective public safety pension funds.

The proposed 2016 property tax levy payable in 2017 is summarized below:

	Extended 2015 Levy	Proposed 2016 Levy For 2017	Dollar Change	% Change
Village				
Capital Improvement	$ 4,500,000	$ 5,200,000	$700,000	15.56%
Other Village Levies	$28,748,168	$28,697,950	($ 50,218)	(.17%)
Total Estimated Village Levy	$33,248,168	$33,897,950	$649,782	1.95%
Library	$13,830,091	$13,830,091	0	0.00%
Grand Total Tax Levy	$47,078,259	$47,728,041	$649,782	1.38%

Budget Summary – All Funds

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

The total expenditures for all operating, capital and other funds proposed for 2017, not including the Arlington Heights Memorial Library, comes to $180,350,879, or an increase of $15.6 million. This increase is primarily attributable to the following expenditure areas:

- During 2016 the Village sold a bond issue to finance the construction of a new Police Station. As a result, 2017 total budgeted revenues are significantly less when compared to 2016 revenues. The 2016 bond replaced retiring debt so that the Village's total annual debt payments will remain level. The bond proceeds will be spent down in the Public

Building Fund over the next three years, with $18,475,000 budgeted in this fund during 2017.

- The 2017 Budget will be the final year for the Emerald Ash Borer (EAB) Fund. The Village implemented a plan to remove/replace 13,000 parkway ash trees or 30% of the Village's tree inventory at an original estimated cost of $11.2 million. However, competitive bid pricing for removal cost, more in-house removals than originally anticipated, and in-house hydro-seeding all greatly reduced the cost of the program to around $8 million. Prior to the $8 million bond issue which replaced retiring debt, there were three transfers from the General Fund from 2011 to 2013 totaling $5.3 million that provided initial temporary funding for the project. As a result, when the EAB Fund is closed the Village will transfer the remaining fund balance to other funds for the following Village infrastructure improvements:

    1. $2.7 million to the Storm Water Control Fund to cover ongoing storm sewer maintenance costs and as seed money toward one-time storm water control projects.

    2. $2.6 million to the Capital Projects Fund to be used for catch-up on the Downtown brick paver maintenance program, and funding for the Northwest Highway and Rand Road Corridor projects.

    3. The $94,600 balance will be transferred back to the General Fund for general government purposes.

- Without the abovementioned budgeted expense increases, total Village expenses would have reflected an overall decrease due to large decreases in the Motor Fuel Tax (MFT) Fund and the Fleet Fund. MFT expenditures in 2016 were much higher than normal due to the one-time transfer of $2 million from the General Fund at the end of FY2015. The Village Board directed that this additional one-time funding be used to increase the amount available for the 2016 street rehabilitation program. The Fleet Fund also shows a decrease in 2017, as vehicle purchases in 2016 were much higher than normal due to a 2015 delay in the State's vehicle bidding program.

Pension costs and unfunded pension liabilities for the State's five pension funds have continued to be a topic of public conversation. It should be noted that pension benefits for Village employees are separate from the underfunded State of Illinois pension plans. Village pension plans are covered through the Police Pension Fund, the Firefighters' Pension Fund, and the Illinois Municipal Retirement Fund (IMRF). Through the years, the Village has continued to pay the actuarially required contribution for each of these funds. Along with all pension funds nationwide, the Village's pension funds experienced significant losses during the great recession. Investment returns improved through 2014, but the stock market has now seen sluggish returns for the past couple of years.

It should also be noted that in 2010 the State Legislature mandated a two-tier pension system for IMRF and all municipal Police and Fire pension plans. The intent of the new two-tier pension system is to reduce the long-term pension liability for employers who have employees covered under these plans. The Village staff is currently comprised of about 25% Tier 2 employees. Given

the high number of retirements the Village is currently experiencing, the percentage of Tier 2 employees is expected to continue to increase substantially in coming years.

Personnel Changes

As of the fall of 2016, the Village has hired almost twice as many new employees as were hired in 2015, even though the total number of employees did not increase. This is due to the large number of retirements currently underway. While the necessary hiring to replace these employees is labor intensive, it also is an excellent opportunity for the Village to reassess the needs of each department and to recruit candidates whose skill sets complement the current challenges of the Village.

There are a number of staff position changes that net to one new position being proposed for the 2017 Budget. Although the Village Board approved reinstituting a full-time Director of Building Services during 2016, this change will now be reflected in the 2017 Budget. This addition was offset by two decreases in staffing. A full-time Front Desk position in the Finance Department was reduced to a part-time position, and the part-time ESDA Coordinator position was eliminated in favor of a new Joint Emergency Management Coordinator position at the Northwest Central Dispatch office funded by the member communities.

A new Assistant Planner position is proposed for the Planning & Community Development Department. Over the last three years, in order to maintain timely and accurate reviews the Planning Department has budgeted $75,000 in contractual services to outsource some planning tasks on an as needed basis through the use of temporary contract labor. However, since this contract agreement has been in place, the Village has found it difficult to keep that position staffed given the transient number of temporary employees. This has reduced the department's ability to address long term priorities and system improvements. As a result, it is now proposed that a new Assistant Planner be hired and that Planning's professional services account be reduced by $41,000 to eliminate the use of the temporary contract labor for plan reviews. With the corresponding reduction in contract labor, the net increase in the Department's budget is projected to be $16,000 in 2017.

Even with this one new proposed addition the Village's total personnel count would still reflect a net decrease of 44 positions, or nearly a 10% decrease since FY2009. The 2017 total payroll cost is projected to increase 3.3% over the prior year's wage base, including the cost of the new position and all step increases and other wage adjustments in all departments.

The proposed 2017 Budget also includes an additional $75,000 in professional services in the Engineering Department. Last year, the professional services account in the Engineering Department was increased by $100,000, to outsource some of the day-to-day "resident engineer" work for the expansion of the street program rather than hire additional staff. This year's additional proposed $75,000 increase would be for one year only, to allow for the implementation of an annual design/oversight schedule change. The goal of the schedule change is to bid both water and street programs earlier to allow for greater coordination between the Village's infrastructure planning efforts, for construction to be completed earlier in the year, and in the hope that there will be more bidders and potentially lower prices earlier in the year.

In recent years the Village has been fortunate that our blended health insurance costs have increased moderately. To be conservative the Village's long-term projections typically assume an

increase in health insurance costs of 8% per year. Based on recent discussions with the Village's health insurance carrier, medical premium costs for 2017 are budgeted to increase by only 2.8% for PPO coverage, by 2.5% for HMO coverage, and 3.8% for Dental coverage or a blended rate increase of 2.8%.

The balance of this budget message identifies the process that has been followed to prepare this financial plan for 2017, a detailed review of the General Fund, as well as budget narrative on other Village funds. Additional charts and graphs on the budget as a whole and on selected funds can be found in the Financial Summaries section of the budget.

Explanation of the Budget Process

The Village of Arlington Heights operates under the Budget Officer Act as outlined in the Illinois Compiled Statutes. Under this law the Village Board is required to adopt the budget prior to the beginning of the fiscal year to which it applies. The law also provides that the budget shall serve as the Village's annual appropriation ordinance. As noted earlier, a new process was implemented to more clearly tie Village Board goals to budget action plans. The Village's budget and financial process begins in March of each year. At that time each Department Director presents an outline of their Department's services, workload indicators, key accomplishments, and new initiatives to the Village Board. In April the Board reviews its Strategic Priorities, which Staff will use to develop its budget proposals for the following year. In June of each year the Board reviews and approves a five-year Capital Improvement Program. In July, multi-year projections are provided to the Board for the General and Water & Sewer Funds, which are the Village's largest operating funds. These projections include an estimated property tax levy amount. Based on these projections, the Board sets budget ceilings which each department uses as an upper limit when developing its proposed spending plans. As the proposed budget is developed the estimated property tax levy may be increased or decreased depending on budget proposals for the Village Board's review.

During September and October the budget team, consisting of the Village Manager, Assistant Village Manager, Finance Director, Assistant Finance Director, and Budget Coordinator, meet with representatives of each department to review their operating and capital spending proposals, and to review how these proposals meet the Village Board's strategic priorities. As a result of these meetings and based on available resources, a proposed budget is prepared for review by the Village Board. During November, the Village holds public budget meetings at the Committee-of-the-Whole level. The Village Board subsequently holds a Public Hearing prior to adopting the annual budget in December of each year. A detailed calendar of the budget process immediately follows this transmittal letter.

Under the Budget Officer Act and the Village's purchasing guidelines, the budget may be amended by the Village Manager in the form of transfers between line items up to $20,000. Budget transfers above this amount require the approval of the Village Board. This allows the Village the flexibility it needs to operate efficiently due to the scope of its operations. This also serves to increase the accountability of Department Directors by encouraging them to budget realistically and to keep a close watch on each expenditure line item during the year.

The budget ceilings approved by the Village Board for the General and Water & Sewer Funds at the beginning of the current budget process for these funds are shown here compared to the proposed expenditures for those funds:

	General Fund	Water & Sewer Fund
Budget Ceiling	$73,661,900	$18,932,200
Proposed Budget	$73,370,400	$18,781,600
Over (Under) Ceiling	$ (291,500)	$ (150,600)

During the department reviews, the budget team and department directors worked to prepare a budget at or below the budget ceilings. The proposed 2017 budgets for the General Fund and the Water & Sewer Fund both fall below the budget ceilings established by the Village Board in July 2016.

General Fund

The General Fund is the all-purpose governmental fund, which handles the operations of the Village not accounted for in a separate fund. Most of the expenditures for Village services are budgeted and accounted for in this fund, except for water and sewer expenses. There are three key revenue sources, which account for 65% of the total General Fund revenues:

- Property Tax	30% of revenues
- Sales Tax (including Home Rule)	25%
- Income Tax	10%

The revenues listed above represent the General Fund's primary growth revenues, which pay for annual cost increases. Since the end of the recession, the Village's sales and income tax revenues have increased significantly. However, this growth trajectory is not sustainable and it is expected that increases in these revenue sources will begin to level off. The 2017 Budget for sales tax receipts still shows a 3.2% increase over the prior year due to the new Lexus dealership. These new revenues were offset somewhat by the closure of an Ashley's Furniture store. On the other hand, 2017 income tax receipts are only expected to increase by 1.2% over the prior year.

On the expenditure side, as a service organization, 79% of this Fund's expenditures are for Personal Services including benefits. On an operational basis, most of the Village's general expenditures are directed toward public safety, with the Police and Fire Departments comprising 64% of the total General Fund budget.

The proposed 2017 General Fund budget for expenditures increases by only .7% compared to the prior year. Last year's 2016 Budget included a number of one-time expenditures and encumbrance rollovers which resulted in higher than normal expenditures in 2016. Some of the one-time prior year expenditures included additional monies for a $40,000 Class and Compensation Study, and about $28,000 for additional promotional testing services as the Village worked to fill a number of vacancies. The Village also sold a parcel of land to a local car dealer which resulted in saving $50,000 on annual property tax payments starting in 2017.

The 2017 Budget for police and fire pension costs are $506,000 and $211,000 lower respectively due to decreased annual required contributions from the Village. This is due to the Village paying a full year's contribution during the 8-month transition year to a new calendar fiscal year, as well as positive investment years for two of the three smoothing years used by the actuary. Staff expects these costs to rise in 2018 and beyond as the sluggish investment returns from the last two years

are incorporated into the actuary's calculations. The 2017 General Fund Budget is also lower than prior years as the annual transfer of $175,000 to the Health Insurance Fund was eliminated. This transfer was previously intended to be made only if the Health Insurance Fund experienced a significantly bad claim year. The transfer hasn't been made in over ten years and the Health Insurance Fund has sufficient reserves to handle health insurance claims variances, so the transfer was eliminated in the 2017 Budget.

Finally, the encumbrance rollovers from the 8-month transition year to 2016 were higher than normal for the General Fund, as it was difficult to project which fiscal year some of the expenditures would fall. This was especially evident in the Public Works Department which experienced about $538,000 in total encumbrance rollovers to 2016. The largest component of this amount was for the purchase of $353,300 of rock salt which was ordered in 2015, but wasn't delivered until January 2016. The 2017 Budget for rock salt reflects a normal year's cost.

There are a limited number of new programs incorporated into the proposed 2017 General Fund budget. The proposed 2017 General Fund budget includes $5,000 for a "Walk Arlington" program sponsored by the Bicycle & Pedestrian Advisory Commission, and the Building Department's budget includes an increase of $10,000 for updated sets of Code Books. The Police Department includes $18,000 for the acquisition of a new Police dog that will replace a retiring canine. The cost of the new Police dog is covered by a donation toward the canine program that was received by the Village in a prior year.

In the Planning & Community Development Department the proposed 2017 Budget includes $20,000 for an updated Visitors Guide. Local hotel operators have requested this update for their guests which will focus on dining and entertainment options in the Village. As outlined earlier in the Personnel Changes section of this Transmittal Letter, a new Assistant Planner position is included in the proposed 2017 Budget to meet the ongoing needs of the Department. As an offset to this new position, the Department's budget for professional services was decreased.

The Health & Human Services Department budget includes $22,000 to purchase handheld digital devices, portable printers and software needed to provide reports in the field. The Illinois Department of Public Health (IDPH) is incorporating the 2013 U.S. Food & Drug Administration Code into the IDPH's Food Sanitation Code in 2018. As the Department's Environmental Health Officers transition to the new Food Code, the digital devices will improve staff efficiency and communication with businesses in the field. The new system will allow inspectors to document any violations with photographs, incorporate the new code sections, and forms will be included on the inspection report which will be provided on-site to the food service operator.

The Engineering Department's proposed 2017 Budget includes an additional $75,000 to allow for the implementation of an annual design/oversight schedule change. It also includes $35,000 to convert the Cartegraph System data to a new work-order system software package to be shared with the Public Works Department.

The proposed budget includes $84,200 in funding for Meet Chicago Northwest (Convention Bureau), which is based on 8% of the actual 12-months of hotel tax receipts received by the Village for the period ended December 31, 2015. The Village has had a long-standing partnership with Meet Chicago Northwest.

Future General Fund Issues:

State of Illinois Budget Deficit – The State of Illinois' multi-billion dollar deficit will likely affect the overall State economy and could potentially have a more direct effect on local governments. The State has fallen behind on its payments to vendors and various State agencies, causing some businesses and agencies to shutter their doors. From a more direct perspective, local governments in Illinois currently receive 8 percent of net revenue received from the State's 3.75% individual income tax rate and 9.14 percent of the 5.25% corporate rate. Income tax receipts are then disbursed to communities on a per capita basis. This arrangement has been in place since 1969 when the State agreed to share income tax revenues with municipalities in exchange for a prohibition on municipal income taxes. Over the last couple of years various State Legislators have proposed legislation that would allow the State to keep a larger share of these tax receipts in order to help balance the State's budget, without providing alternative ways for municipalities to raise revenues. The Illinois Municipal League and communities across the State successfully fought off these efforts in the past, but similar legislation is likely to be brought up again as the State continues to look for ways to balance its budget. The Village receives about $7.6 million per year in income tax receipts which represents about 10% of total General Fund revenues.

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

Water & Sewer Fund

The Water & Sewer Fund remains stable due to the water and sewer rate adjustments that were approved by the Village Board. Even with these planned adjustments the Village's water and sewer rates will likely remain at or below the average for communities in the surrounding area.

The Village's water and sanitary sewer infrastructure is over 60 years old, which has resulted in the average number of water main breaks being twice that of comparable communities. The revised rate structure will allow the Village to increase the amount spent on its water main replacement program by about six times from around $500,000 per year to a about $3 million per year by 2020. During this same time period the sanitary sewer main replacement program will increase by nearly two times from around $300,000 per year to a projected $515,000 per year.

The proposed 2017 Water & Sewer Fund budget includes continued funding in the amount of $100,000 for the Sewer Back-Up Rebate program. Under this program single-family homeowners can upgrade their old systems by installing a sewer back-up system to prevent sanitary sewer back-ups into their basements. The average cost to install a sewer back-up system can range from $10,000 to $15,000. The Village currently rebates 50% of the cost of installing a sewer back-up system up to a maximum rebate amount of $7,500 per qualifying single-family residence.

Installing a sewer back-up system increases an owner's property value, but the significant out-of-pocket expense prohibits some residents from participating in the program. From the inception of the program in FY2007 through October 2016, there have been only 172 rebates paid to single-family homeowners for a total cost to date of $840,736. An expansion or update to this program may be considered as part of the upcoming storm water control plans.

Capital Improvement Program (CIP)

The Village of Arlington Heights has historically been diligent in maintaining its roads, providing a drainage system that mitigates flooding in the community, and maintaining its buildings, emergency apparatus, and facilities required to perform essential services. Over the years, Federal and State financial assistance has dwindled thereby expanding local responsibilities in the program area of public infrastructure. This problem has been compounded by new regulations governing the health and environmental standards that regulate design and operations. Balancing the competing demands for limited resources is important to maintain a healthy, safe, viable, and physically attractive community.

The Capital Improvement Program includes a process whereby citizens are asked for input on an annual basis. By communicating through the Village website, citizens are afforded the opportunity to complete a short form describing the type of capital projects they would like the Village to consider in the next five years. The top two capital infrastructure issues identified through the community response process and through a recent survey of Village Board members were: Streets and Storm Water Control. Village staff analyzed the cost and eligibility of all the proposed projects, and the Board subsequently examined the requests along with staff recommendations. Certain capital projects are considered only if the persons and property owners are agreeable to special assessment or special service area financing. In other cases projects are included in the CIP since they would benefit the community as a whole. In June 2016, the Village Board reviewed all of the proposed capital projects and approved the five-year Capital Improvement Program for 2017 - 2021.

The capital projects outlined in the CIP are budgeted in a variety of Village funds, depending on the source of revenue. The first year of the multi-year capital plan has been incorporated into the proposed 2017 Budget. The "CIP/Debt Service" section of the budget shows a summary of the entire five-year capital spending and funding plan. The key 2017 capital projects, outside of the water and sewer projects that were identified earlier, include the following:

Tax Increment Financing (TIF) Fund Projects – The Village currently has four active TIF Districts. TIF projects are typically financed through a pay as you go mechanism or through issuing debt based on future property tax increment revenue streams. The difference in property tax revenues received in the base year of a TIF District versus the increased property taxes received in subsequent years after improvements are made, result in a property tax increment. In the proposed 2017 Budget, $50,000 is budgeted for a reserve for tax refunds in TIF V, there is a $500,000 budget place holder shown in TIF IV, and $184,800 is budgeted for the Rand Road corridor identification project in TIF V. There is no other large capital project currently scheduled for the TIF Districts during the proposed 2017 Budget period. However, if a developer brings forth a viable project during the fiscal year, the Village would amend the budget accordingly.

Capital Projects Fund – This Fund accounts for a variety of capital improvement projects including road improvements, sidewalk repair/replacement, equipment, traffic signals, and other

miscellaneous projects. Financing for this Fund is provided primarily by property taxes, a ¼% home-rule sales tax, and grant revenues. Based on the Village Board's capital spending priorities, the spending plan continues the Village's efforts for street resurfacing and reconstruction.

The proposed 2017 street program includes the following expenditures:

Street Resurfacing Program ($6,100,000 – Capital Projects Fund) – This is an ongoing program limited to resurfacing existing deteriorated street pavement and curbs.

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

Some of the other major projects included in the proposed 2017 Capital Projects Fund budget are:

Roof Maintenance Program ($403,700) – This program includes annual funds to replace the roofing systems of all municipal buildings, including coping and parapet repairs. The 2017 program includes the replacement of the Senior Center roof.

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

Sidewalk & Curb Replacement ($50,000) and Brick Paver Maintenance ($395,000) – This program covers the Village's ongoing efforts to repair trip hazards, and to reduce the Village's liability exposure to trips and falls. The Downtown brick paver areas have not seen significant work since they were installed a number of years ago. As part of these streetscape projects, alternative designs to the Village's present cross section will continue to be evaluated.

Emerald Ash Borer (EAB) Fund – The Emerald Ash Borer (EAB) beetle infestation was especially burdensome for the Village of Arlington Heights because 13,000 or 36% of our 36,000 parkway trees are Ash trees. Through the efforts of the Public Works Department Forestry Staff, as of the end of 2017 the Village will have completed the removal and replacement of the infested parkway Ash trees. The EAB Fund will be closed as of the end of 2017.

Storm Water Control Fund – The proposed 2017 Budget includes the following significant flood control projects:

Neighborhood Drainage Improvements ($300,000) – This budget provides funds for public drainage improvements allowing new or improved access for residents to Village storm sewers. The program only covers work on public right-of-way with any connections or work on private property being the responsibility of the property owner.

Storm Water Rehabilitation/Replacement Program ($500,000) – The budget includes the second year costs of a multi-year program to lightly clean, televise, and analyze the condition of the Village's system. This portion of the program will take about eight years to complete, after which the budget for this program will be devoted to storm rehabilitation and replacement work identified by televising the system.

Municipal Campus and Downstream Detention ($750,000) – The Metropolitan Water Reclamation District recently passed stricter detention requirements. The construction of a new Police Station on the Municipal Campus parcel will trigger new detention for the site. It has also been determined that it will positively affect the downstream storm water control system. The cost of this project is proposed to be covered by transferring-in available reserves from the Public Building Fund.

In spring 2017 the Village Board will seek to prioritize the potential storm water control projects and develop a multi-year schedule of approved projects for inclusion in the 2018-2022 Capital Improvement Plan. Based on these priorities, Village Staff will develop a new storm water utility fee to cover the costs of the annual maintenance of the separate storm water system as well as any approved storm water improvement projects.

Public Building Fund – The proposed 2017 Budget includes the following significant project:

Police Station Construction/CM Fees ($16,000,000) – The Police Station architects are currently designing the new building, and the project will be bid during the spring of 2017. Construction of the new Police Station will commence in June or July 2017, and occupancy is scheduled for late 2018 or early 2019.

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

Northern Illinois Regional Crime Laboratory (NIRCL) Annual Membership ($103,000) – The NIRCL was established in 1968 and has approximately 45 member agencies, including the Cook County Sheriff's Police. The NIRCL boasts a much more desired turnaround time for submitted evidence compared to the Illinois State Police Lab, which can currently take several months to process fingerprint evidence. In addition to much faster evidence processing, the NIRCL offers 24 hour assistance for advice either remotely or at the crime scene, as well as more frequent collection of firearms, narcotics, and disposal of ammunition. The Criminal Investigation Fund has reserves of over $2 million projected as of the end of 2016, and additional asset forfeitures are likely to be received. As such, there should be sufficient monies available to cover the annual membership costs.

Arts, Entertainment & Events – The Arts, Entertainment & Events (A&E) Fund was established to account for the Village's costs associated with Village presentation and participation in arts, theatrical and other community events. A quarter of the Village's 1.25% Food & Beverage Tax (FBT) is used as a dedicated source of revenue for this fund. To help control the cost of these events the Village utilizes the two presentations that can be found behind the A & E Fund section. These presentations are the "Special Events – Cost by Event" and the "Special Events – Cost by Department". In the case of a shared-cost event such as Promenade of the Arts which has been produced by an outside firm, or the Taste of Arlington which has been spearheaded by the Arlington Heights Chamber of Commerce, the Village's 2017 costs are limited to the budgeted amount. Any additional costs would be covered by the co-sponsors of these events. The Village's 2017 Budget caps for these two events are outlined at the bottom of the Cost by Event presentation.

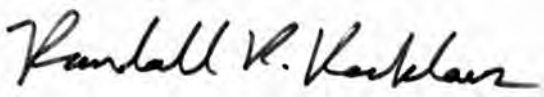
The Metropolis Performing Arts Center (MPAC) prepared its 2017 Budget and is requesting a 2017 operating contribution of $255,000. The Village has set aside $310,000 to be used toward the 2017 operating contribution and toward the establishment of an adequate reserve for Theater

operations. Per prior Village Board direction, the remaining $55,000 in 2017 will be added to a restricted reserve account in the Village's Arts, Entertainment & Events Fund.

Acknowledgements

The proposed 2017 Budget allows the Village to continue its commitment to basic services and provides for a significant increase in the Village's commitment to providing safe, reliable roadways. I would like to thank the entire staff and especially the budget team consisting of Tom Kuehne, Mary Ellen Juarez, Denise Ruda, and Diana Mikula for their efforts. Thanks as well to the Village Board for its ongoing support during the budget cycle and throughout the year.

Sincerely,



Randall R. Recklaus
Village Manager

SURVEY OF COMPARABLE MUNICIPALITIES
ESTIMATED ANNUAL REVENUES RECEIVED FROM AN AVERAGE HOME
JUNE 2016

ANNUAL ESTIMATED PAYMENTS:

Municipality	2016 Passenger Veh. Stickers	Garbage Bill*	Yard Waste Bill	Combined** Residential Water & Sewer Bill	Storm Water Fee	Home*** Rule Sales Tax	Food & Beverage Sales Tax	Municipal Motor Fuel Tax	Entertain. Tax	Electric Utility Tax	Gas Utility Tax	Telecom Tax	2015**** Municipal Property Tax	Total Estimated Annual Homeowner Costs
Assumptions for Average Family	2 Cars	12 /Yr	48 Bags/Yr	144,000 Gallons/Yr	Estimated Fee/Yr	$6,000 /Year	$3,000 /Year	650 Gallons/Yr	$2,400 /Year	12,300 kWh/Yr $1,400 /Year	1,700 therms/Yr $1,650 /Year	$1,200 /Year	$73,766 EAV	
1. Rolling Meadows	60.00	$359.40	$0.00	1,938.24	49.20	60.00	60.00	26.00	0.00	75.03	0.00	72.00	1379.42	$4,079.29
2. Hoffman Estates	0.00	$204.00	$134.40	1,580.88	24.00	60.00	60.00	162.50	144.00	69.00	85.00	72.00	1152.96	$3,748.75
3. Mount Prospect	90.00	$234.96	$120.00	1,579.20	0.00	60.00	30.00	26.00	0.00	43.17	24.99	72.00	997.32	$3,277.64
4. Elk Grove Village	50.00	255.12	$108.00	1,728.00	0.00	60.00	30.00	0.00	0.00	75.03	17.00	60.00	748.72	$3,131.87
5. Wheeling	0.00	$240.48	$0.00	1,045.44	24.00	60.00	30.00	0.00	0.00	75.03	85.00	72.00	1275.41	$2,907.36
6. Des Plaines	60.00	$198.36	$0.00	1,147.68	109.44	60.00	30.00	26.00	0.00	70.23	42.50	72.00	1054.12	$2,870.33
7. Park Ridge	90.00	$0.00	$0.00	1,430.04	0.00	60.00	30.00	26.00	0.00	68.63	34.00	72.00	975.92	$2,786.60
8. Arlington Heights	**60.00**	**$210.00**	**$124.80**	**1,030.56**	**0.00**	**60.00**	**37.50**	**0.00**	**0.00**	**75.03**	**85.00**	**72.00**	**1002.48**	**$2,757.37**
9. Schaumburg	0.00	$24.72	$0.00	1,583.52	0.00	60.00	60.00	0.00	120.00	0.00	0.00	72.00	523.74	$2,443.98
10. Buffalo Grove	0.00	$245.52	$0.00	819.36	60.96	60.00	30.00	0.00	0.00	75.03	85.00	72.00	971.50	$2,419.37
11. Palatine	60.00	$273.00	$0.00	736.80	60.00	60.00	30.00	0.00	0.00	52.52	0.00	72.00	1037.15	$2,381.47

*AH Garbage Bill based on estimated once per week pick-up cost for comparison purposes. Rates include carts and/or SWANCC fees where applicable.
** Rate/100 cubic ft. x 1.3367197 = rate/1000 gals.
***Home/Rules Sales Taxes are on general merchandise only, not applied against vehicles or qualifying food, drugs, or medical appliances.
**** Municipal tax only, does not include libraries, schools, special districts, or other taxing authorities.
Sources: Surveys: Arlington Heights (08/15), / Cook County Clerk website / Municipal websites / Codes

RATES:

Municipality	2016 Passenger Veh. Stickers	Est. Monthly Garbage Rate (1x/week)	Yard Waste Rate /Bag	Combined Water & Sewer Rate/ 1000 Gallons + fixed fees	Estimated Storm Water Fee/Month	Home Rule Sales Tax Rate	Food & Beverage Sales Tax Rate	Municipal Motor Fuel Tax Cents/Gal	Entertain. Tax Rate	Electric Utility Tax /kWh	Gas Utility Tax /Therm	Telecom Tax Rate	2015 Municipal Property Tax Rate
Arlington Heights	**30.00**	**17.50**	**2.60**	**6.94**	0.00	**1.00%**	**1.25%**	**0.00**	**0.00%**	**0.00610**	**0.050**	**6.00%**	**1.3590**
Buffalo Grove	0.00	20.46	0.00	31.20 5.69	5.08	1.00%	1.00%	0.00	0.00%	0.00610	0.050	6.00%	1.3170
Des Plaines	30.00	16.53	0.00	7.97	9.12	1.00%	1.00%	0.04	0.00%	0.00571	0.025	6.00%	1.4290
Elk Grove Village	25.00	21.26	2.25	12.00	0.00	1.00%	1.00%	0.00	0.00%	0.00610	0.010	5.00%	1.0150
Hoffman Estates	0.00	17.00	2.80	10.49	2.00	1.00%	2.00%	0.25	6.00%	0.00561	0.050	6.00%	1.5630
Mount Prospect	45.00	19.58	2.50	70.32 10.55	0.00	1.00%	1.00%	0.04	0.00%	0.00351	0.015	6.00%	1.3520
Palatine	30.00	22.75	0.00	60.00 4.75	5.00	1.00%	1.00%	0.00	0.00%	0.00427	0.000	6.00%	1.4060
Park Ridge	45.00	0.00	0.00	52.80 9.39	0.00	1.00%	1.00%	0.04	0.00%	0.00558	0.020	6.00%	1.3230
Rolling Meadows	30.00	29.95	0.00	77.88 13.21	4.10	1.00%	2.00%	0.04	0.00%	0.00610	0.000	6.00%	1.8700
Schaumburg	0.00	2.06	0.00	36.00 10.63	0.00	1.00%	2.00%	0.00	5.00%	0.00000	0.000	6.00%	0.7100
Wheeling	0.00	20.04	0.00	52.80 7.26	2.00	1.00%	1.00%	0.00	0.00%	0.00610	0.050	6.00%	1.7290

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Village of Arlington Heights

Illinois

For the Fiscal Year Beginning

January 1, 2016

Executive Director

BUDGET CALENDAR

For Preparation of 2017 Budget

(January 1, 2017 – December 31, 2017)

DATE	DAY	ACTIVITY
March - June, 2016	–	Capital Improvement Program (CIP) and five-year projections prepared.
June 13, 2016	**Monday**	Committee-of-the-Whole reviews Comprehensive Annual Financial Report.
June 17, 2016	Friday	CIP, Operating Fund Overview/Recommended 2017 Budget Ceilings and Proposed 2016 Property Tax Levy released to Village Board for discussion at June 27 Committee-of-the-Whole meeting.
June 20, 2016	Monday	Board considers motion stemming from June 13 Committee-of-the-Whole meeting regarding the Comprehensive Annual Financial Report.
June 27, 2016	**Monday**	Committee-of-the-Whole reviews CIP and discusses the Operating Fund Overview/ Recommended 2017 Budget Ceilings.
July 5, 2016	Tuesday	Board considers any motions stemming from June 27 Committee-of-the-Whole meeting regarding the recommended 2017 Budget Ceilings and CIP.
July 15, 2016	Friday	Budget worksheets are forwarded to departments. Departments prepare detailed budgets.
August 15, 2016	Monday	Department budget requests and projections due.
Aug 15 – Sep 9, 2016	–	Finance Department compiles departmental budget submissions.
September 9 , 2016	Friday	First draft of 2017 Budget forwarded to Village Manager, Budget Team and all departments for review.
Sep 14 – Sep 16, 2016	–	Departments meet with Village Manager and Budget Team.
Sep 19 – Oct 20, 2016	–	Final draft of 2017 budget prepared.
October 21, 2016	Friday	Release final draft of 2017 Budget to Village Board.
November 14, 2016	**Monday**	**1st Budget Meeting** – Overview and budgets for Board of Trustees, Integrated Services, HR, Legal, Finance, Building Services, Planning & Community Development, and Fire
November 16, 2016	**Wednesday**	**2nd Budget Meeting** – Budgets for Health & Human Services, Engineering, Public Works, Water & Sewer, Parking Operations, Fleet Services, and Police
November 17, 2016	**Thursday**	**3rd Budget Meeting** – If needed
November 21, 2016	Monday	Notice of Public Hearing on 2017 Budget published in newspaper.
December 5, 2016	**Monday**	Board approves 2016 Tax Levy and Abatement Ordinances. Public Hearing on 2017 Budget. Approval of 2017 Budget at formal meeting (alternate date for passage is December 19, 2016).

FINANCIAL PERFORMANCE GOALS

The Financial Performance Goals represent an initial effort to establish written policies for guiding the Village's financial management practices. While some of the performance goals are specific and will limit certain types of financial activity, the goal statements are not intended to restrict the Village President and Board of Trustees' ability and responsibility to respond to emergency or service delivery needs above or beyond the limitations established by the Financial Performance Goals.

REVENUE PERFORMANCE GOALS

The Village will maintain a diversified and stable revenue system as protection from short-run fluctuations.

The Village will estimate annual revenues on an objective and reasonable basis. The Village will develop a method of projecting revenues on a multi-year basis.

The Village will use one-time or special source revenue for capital expenditures or for expenditures incurred in generating the revenue, not to subsidize recurring personnel, operation and maintenance costs.

The Village will establish, and annually re-evaluate, all user charges and fees at a level related to the cost of providing the services.

The Village will endeavor to reduce reliance on the property tax by seeking and developing additional revenue sources.

The Village will designate a specific revenue source to be used for ongoing funding of capital projects.

The Village will attempt to limit property tax increases, when such increases are needed, to no more than 105% of the previous year's extension as calculated for Truth in Taxation purposes.

OPERATION EXPENDITURES PERFORMANCE GOALS

The Village Manager and Finance Director will propose and the Village Board will adopt and maintain a balanced budget in which expenditures will not be allowed to exceed reasonably estimated revenues and other available funds at the same time maintaining recommended fund balance reserves.

The Village will pay for all current operation and maintenance expenses from current revenue.

The operating budget will provide for the adequate maintenance of capital assets and equipment.

The budget will provide for adequate funding of all employee benefit programs and retirement systems.

The Village will maintain an encumbrance accounting system which will allow it to closely monitor the adopted budget as it may be amended from time to time pursuant to Village code.

The Village will prepare and maintain a system of regular monthly reports comparing actual revenues and expenditures to budgeted amounts.

The Village will maintain an effective risk management program to minimize losses and reduce costs. The Village Board will ensure that adequate insurance or self-insured programs are in place.

The Village will encourage delivery of services by other public and private organizations whenever and wherever greater efficiency and effectiveness can be expected as well as develop and internally use technology and productivity advancements that will help reduce or avoid increasing personnel costs. The intent is to control personnel costs as a proportion of the total budget, to more productively and creatively use available resources and to avoid duplication of effort and use of resources.

RESERVE PERFORMANCE GOALS

The Village will maintain a minimum undesignated General Fund balance of 25% of annual operating expenditures before transfers-out in order to:

A. Provide adequate cash flow and to prevent the demand for short term borrowing;

B. Provide for temporary funding of unforeseen needs of an emergency or non-recurring nature;

C. Provide for orderly budgetary adjustments when revenues are lost through the actions of other governmental bodies;

D. Provide the local match for public or private grants;

E. Provide for unexpected, small increases in service delivery costs;

F. Provide for unanticipated revenue shortfalls.

Any General Fund balance exceeding 25% of annual operating expenditures is available to be transferred to the Capital Projects Fund, the Fleet Operations Fund, or other funds depending on need.

The Village will maintain a permanent self-insurance reserve in an amount necessary to fund the estimated future claims for general liability, workers' compensation and employee health insurance to prevent the need for short and long term borrowing to fund these claims. At a minimum, the level of this reserve will be equivalent to the amount of reserves as estimated by the Village's third party claims administrator.

INVESTMENT PERFORMANCE GOALS

The Village will develop a cash flow analysis of all funds on a regular basis. Collections, deposits and disbursements of all funds will be scheduled to ensure maximum cash availability.

The Village will identify and invest cash not immediately needed to achieve the highest return subject to safeguarding principal, maintenance of necessary liquidity, maintenance of public confidence and compliance with all Village, State and Federal regulations.

The Village will follow the Investment and Depository Policy approved by the Village Board on September 21, 1999. Any changes to that policy must be approved by the Village Board of Trustees.

The Village will maintain a system of internal controls and procedures which shall be documented. The controls shall be designed to prevent losses of Village assets arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees.

The Finance Department will provide monthly information to the Village President and Board of Trustees concerning investment performance.

CAPITAL IMPROVEMENT PERFORMANCE GOALS

Capital improvements will be based on long range projected needs rather than on immediate needs in order to minimize future maintenance, replacement and capital costs.

The Village shall maintain a five year capital improvement program and all capital improvements will be made in accordance with that plan. The capital improvement program shall be updated annually.

The development of the capital improvement program will be coordinated with the operating budget in order to maintain a reasonably stable total tax levy.

The Village will identify the estimated cost and potential funding sources for each capital project proposed before submission to reviewing bodies and to the Village President and Board of Trustees. Future operating costs associated with a proposed capital improvement will be estimated before a decision is made to implement a project.
Federal, State and other intergovernmental and private funding sources of a special revenue nature shall be sought out and used as available to assist in financing capital improvements.

DEBT PERFORMANCE GOALS

The Village will limit long-term debt to those capital improvements that cannot be financed from current revenues.

The maturity date for any debt will not exceed the reasonable expected useful life of the project to be funded or negatively impact the marketability of the bonds.

The Village will avoid the issuance of Budget, Tax and Revenue Anticipation Notes.

The Village will use special assessments, revenue bonds, and/or any other available self-liquidating debt measures instead of general obligation bonds where and when possible, applicable and practicable.

The Village shall develop and maintain good relations with financial and bond rating agencies, and will follow a policy of full and open disclosure on every financial report and bond prospectus.

When issuing new debt, the Village will endeavor to maintain medium credit industry benchmarks as published annually by Moody's Investors Service.

The Village will develop a Debt Management Policy to help ensure the Village's credit worthiness and to provide a functional tool for debt management and capital planning.

FINANCIAL REPORTING PERFORMANCE GOALS

The Village will adhere to a policy of full and open public disclosure of all financial operations. The proposed budget will be prepared in a manner maximizing its understanding by citizens and elected officials. Copies of financial documents will be made available to all interested parties. Opportunities will be provided for full citizen participation prior to final adoption of the budget.

The Village's accounting system will maintain records on a basis consistent with generally accepted accounting principles.

The Finance Director will prepare regular quarterly and annual financial reports presenting a summary of financial activity by major types of funds and programs.

The Village will prepare a Comprehensive Annual Financial Report in conformity with generally accepted accounting principles and financial reporting practices.

The Village will employ an independent public accounting firm to perform an annual audit of all funds, authorities, agencies and grant programs, and will make the annual audited report available to the general public, bond and financial consultants and other interested citizens and organizations. The audit shall be completed and submitted to the Village President and Board of Trustees within 180 days of the close of the Village's fiscal year.

BUDGET DOCUMENT PURPOSE & CONTENT

PURPOSE

This budget represents the Village's plan for allocating resources. These resources include time, manpower and money and are allocated to accomplish the planned objectives set forth in the strategic plan. The budget document is a planning, control and measurement tool of the Village. It is a comprehensive financial plan adopted annually by the Village Board, with a fiscal year starting January 1st and ending December 31st.

The budget calendar identifies the timing, responsibility and duration of the budget process. Generally, the budget process begins in July and the budget is adopted in December. Once adopted, the control and measurement process of budget administration continues until fiscal year end, at which time, the external independent annual audit provides a review of the Village's budget performance. Therefore, the true budget process does not end when the budget is adopted, but is a year-round concern of the Village Board and staff.

CONTENT

This budget document utilizes a pyramid approach to provide its readers with varied levels of detail. This budget document is more than a financial plan. It is intended to fulfill four major functions through its role as:

- ► a policy document
- ► an operations guide
- ► a communication medium
- ► a financial plan

The presentation of the budget document can be summarized as follows:

INTRODUCTION & FINANCIAL SUMMARIES – This section provides for a transmittal letter which highlights the significant elements of the budget. Within this section is a "BUDGET AT A GLANCE" presentation which has various tables and charts to provide the reader an overview of the budget at the highest level of reporting. These schedules combine all funds and cross reference each individual fund and operation. Each type of user requires differing levels of detail depending on the level and type of decision making. Also, various tables are incorporated into the budget document to present general, financial, socio-economic, and other pertinent data to give the reader historical and factual data that enhances their understanding of the direction the Village is heading. Generally speaking, these few pages provide the general public (and the press) a sufficient understanding of the budget document and serves most purposes.

INDIVIDUAL FUND BY FUND PRESENTATION – At the next lower level of reporting, each fund presentation begins with "Fund at a Glance" introduction which highlights the major revenues (sources) and the major expenditures (uses) in a basic format. A "Fund Summary" follows which illustrates two previous years' actuals, the projected actual as compared to budget for the current fiscal year, and the new budget year's effect on the financial position of the fund. This allows the reader an overview of the fund without necessarily reviewing the next lower level of reporting.

OPERATIONS – Since the General Fund is comprised of many operations or programs, a separate tab has been provided for each department for quick reference. Behind this tab is an organizational chart by function (or operation) which illustrates the operations within that department. This is also described in narrative form on the following few pages. Since the budget process formally adopts goals and objectives, the department director communicates the progress made on last year's goals and establishes new goals for the budget year with concurrence and approval of the Village Manager. This becomes an excellent form of communication which enunciates what will be accomplished as a result of utilizing these financial resources. Often there is a legal or policy need to budget operations across funds; therefore, to obtain a true picture of the total costs an "Operation Summary" is included and it performs the cross-reference in a simple and easily understandable manner. The line-item budget becomes the next lower level of reporting. It discloses the prior year's actuals, projections, and budgeted amounts for each account. "Personal Services" schedules detail authorized positions in full time equivalents.

APPENDIX – This section contains a community profile for the Village of Arlington Heights, a glossary of terms and a list of acronyms used throughout this document.

MISCELLANEOUS SCHEDULES, TABLES, & GRAPHICS – To provide greater clarity and to enhance the appeal of the budget document, certain miscellaneous illustrations have been included in their logical sequence. For example, debt service schedules for future debt retirement which contain extensive information in a concise spreadsheet have been included in the "Debt Service" presentation.

ARLINGTON HEIGHTS MEMORIAL LIBRARY – The Library section of this budget document includes a fund narrative, fund summary, and a line item budget. The Library budget is determined by a Library Board of Trustees which is elected independent from the Village Board of Trustees. As a result of State legal requirements, the Library budget is then included with the Village budget for adoption by the Village Board of Trustees.

BASIS OF BUDGETING – The Village of Arlington Heights accounts for all funds and adopts a budget based on generally accepted accounting principles (GAAP). The Village uses fund accounting designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts. Funds are classified into the following categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types."

Governmental funds are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The General Fund is used to account for all activities of the general government not accounted for in some other fund. Governmental funds are budgeted using a modified accrual basis, except for loans, loan payments, and debt service payments, which are budgeted on a cash basis.

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds). Proprietary funds are budgeted using an accrual basis, except for loans, loan payments, capital expenditures, depreciation, and debt service payments which are budgeted on a cash basis.

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. When these assets are held under the terms of a formal trust agreement, either a pension trust fund, a nonexpendable trust fund, or an expendable trust fund is used. The terms "nonexpendable" and "expendable" refer to whether or not the government is under an obligation to maintain the trust principal. Agency funds generally are used to account for assets that the government holds on behalf of others as their agent. Expendable trust and agency funds are budgeted on a modified accrual basis, and the nonexpendable trust and pension funds are budgeted on an accrual basis.

DEPARTMENT/FUND RELATIONSHIP

	MAJOR FUNDS			NON MAJOR FUNDS						INTERNAL SERVICES		
DEPARTMENT	General Fund	Capital Projects Fund	Water & Sewer Fund	MFT Fund	CDBG Fund	Municipal Parking Fund	TIF Funds	Other Capital Funds	A&E Fund	Self Insurance Funds	Fleet Fund	Technology Fund
Board of Trustees	√								√			
Integrated Services	√								√			
Human Resources	√									√		
Legal	√											
Finance	√		√					√		√		
IT / GIS		√										√
Boards & Commissions	√								√			
Police/Police Grant	√	√				√			√			
Fire	√	√							√			
Planning	√	√			√		√					
Building Services	√											
Health Services	√	√										
Senior Services	√											
Engineering	√	√		√				√				
Public Works	√	√		√		√		√	√			
Water Utility			√									
Municipal Fleet Services		√									√	

Financial Summaries

VILLAGE OF ARLINGTON HEIGHTS

ALL FUNDS SUMMARY

FUND	REVENUES	2014-15 Actual	8 Month Per. Ending Dec. 2015 Actual	2016 Est Act	2016 Budget	2017 Budget	$ Change	% Change
101	GENERAL	72,033,672	56,281,295	72,109,500	72,252,500	**73,411,500**	1,159,000	1.6%
211	MOTOR FUEL TAX	4,508,877	1,279,790	1,810,400	1,810,400	**1,810,400**	0	0.0%
215	CDBG	315,185	352,994	455,323	387,600	**256,173**	(131,427)	(33.9%)
227	FOREIGN FIRE INSURANCE TAX	135,489	138,117	131,200	130,600	**130,800**	200	0.2%
231	CRIMINAL INVESTIGATIONS	1,727,823	95,366	181,400	83,000	**83,000**	0	0.0%
235	MUNICIPAL PARKING	1,162,329	2,839,424	1,019,400	1,116,000	**1,126,200**	10,200	0.9%
251	TIF I SOUTH	1,685	818	1,200	800	**800**	0	0.0%
255	TIF II NORTH	0	0	0	0	**0**	0	N/A
261	TIF III	364,786	374,072	384,700	327,000	**327,000**	0	0.0%
263	TIF IV	410,432	419,883	379,400	503,000	**503,000**	0	0.0%
264	TIF V	4,777	78,708	43,500	61,000	**43,000**	(18,000)	(29.5%)
266	HICKORY/KENSINGTON TIF	0	23,558	149,500	25,000	**145,500**	120,500	482.0%
301	DEBT SERVICE	7,771,427	7,772,566	7,319,616	6,370,700	**7,101,250**	730,550	11.5%
401	CAPITAL PROJECTS	14,896,167	4,209,982	7,550,541	7,351,441	**9,955,500**	2,604,059	35.4%
426	STORM WATER CONTROL	12,166	500,744	3,000	3,000	**3,451,500**	3,448,500	N/A
431	PUBLIC BUILDING	5,516	2,278	35,381,866	35,150,000	**150,000**	(35,000,000)	(99.6%)
435	EMERALD ASH BORER (EAB)	4,612,866	3,411,504	3,000	3,000	**0**	(3,000)	(100.0%)
505	WATER & SEWER	14,312,323	10,628,078	18,970,600	19,136,100	**19,897,600**	761,500	4.0%
511	SOLID WASTE DISPOSAL	1,769,596	1,182,700	1,670,100	1,768,000	**1,664,000**	(104,000)	(5.9%)
515	ARTS, ENTERTAINMENT & EVENTS	555,320	453,232	893,690	890,190	**923,200**	33,010	3.7%
605	HEALTH INSURANCE	9,595,783	6,311,491	9,435,600	9,721,700	**9,720,200**	(1,500)	(0.0%)
606	RETIREE HEALTH INSURANCE	2,702,149	1,671,580	2,740,600	3,993,000	**3,736,600**	(256,400)	(6.4%)
611	GENERAL LIABILITY INSURANCE	733,444	505,501	797,300	787,000	**826,400**	39,400	5.0%
615	WORKERS' COMPENSATION	2,038,651	1,378,513	2,054,900	2,008,100	**2,068,000**	59,900	3.0%
621	FLEET OPERATIONS	3,592,419	2,901,058	3,547,200	3,402,700	**3,590,700**	188,000	5.5%
625	TECHNOLOGY	1,546,870	1,182,442	1,624,800	1,625,400	**1,669,700**	44,300	2.7%
705	POLICE PENSION	13,921,271	4,335,743	9,547,100	9,537,000	**8,994,000**	(543,000)	(5.7%)
711	FIRE PENSION	12,424,203	3,350,462	9,880,000	10,004,000	**9,799,000**	(205,000)	(2.0%)
	TOTAL REVENUES	**171,155,226**	**111,681,899**	**188,085,436**	**188,448,231**	**161,385,023**	**(27,063,208)**	**(14.4%)**

FUND	EXPENDITURES	2014-15 Actual	8 Month Per. Ending Dec. 2015 Actual	2016 Est Act	2016 Budget	2017 Budget	$ Change	% Change
101	GENERAL	71,726,286	52,071,721	72,296,339	72,891,716	**73,370,400**	478,684	0.7%
211	MOTOR FUEL TAX	2,719,819	457,494	4,509,721	4,509,721	**1,935,500**	(2,574,221)	(57.1%)
215	CDBG	315,185	352,994	455,323	434,373	**256,173**	(178,200)	(41.0%)
227	FOREIGN FIRE INSURANCE TAX	100,678	42,316	195,000	192,186	**200,000**	7,814	4.1%
231	CRIMINAL INVESTIGATIONS	205,416	60,990	215,600	221,600	**337,400**	115,800	52.3%
235	MUNICIPAL PARKING	1,436,081	1,653,833	1,904,283	1,880,390	**2,146,300**	265,910	14.1%
251	TIF I SOUTH	50,621	24,863	12,000	25,000	**25,000**	0	0.0%
255	TIF II NORTH	7,518	0	0	0	**0**	0	N/A
261	TIF III	291,877	279,937	431,700	440,200	**25,000**	(415,200)	(94.3%)
263	TIF IV	59,552	44,285	855,579	920,579	**610,000**	(310,579)	(33.7%)
264	TIF V	520,001	488,261	5,600	570,690	**254,800**	(315,890)	(55.4%)
266	HICKORY/KENSINGTON TIF	0	13,750	20,000	47,875	**40,000**	(7,875)	(16.4%)
301	DEBT SERVICE	7,867,273	7,858,143	7,248,178	7,248,178	**7,092,500**	(155,678)	(2.1%)
401	CAPITAL PROJECTS	10,367,469	8,059,208	9,285,018	9,516,417	**8,939,200**	(577,217)	(6.1%)
426	STORM WATER CONTROL	487,877	29,908	2,041,100	2,041,129	**1,550,000**	(491,129)	(24.1%)
431	PUBLIC BUILDING	357,671	25,218	1,156,500	1,469,465	**18,475,000**	17,005,535	1157.3%
435	EMERALD ASH BORER (EAB)	3,083,963	1,544,712	1,160,444	1,161,609	**5,949,900**	4,788,291	412.2%
505	WATER & SEWER	14,900,500	11,427,830	19,287,300	19,562,038	**18,781,600**	(780,438)	(4.0%)
511	SOLID WASTE DISPOSAL	1,274,637	827,829	1,646,884	1,670,700	**1,596,406**	(74,294)	(4.4%)
515	ARTS, ENTERTAINMENT & EVENTS	923,206	503,273	859,689	877,601	**898,300**	20,699	2.4%
605	HEALTH INSURANCE	9,932,144	6,305,641	9,228,272	12,553,000	**11,993,700**	(559,300)	(4.5%)
606	RETIREE HEALTH INSURANCE	2,702,149	1,671,580	2,740,600	3,993,000	**3,736,600**	(256,400)	(6.4%)
611	GENERAL LIABILITY INSURANCE	978,960	966,636	1,031,500	1,049,500	**1,085,500**	36,000	3.4%
615	WORKERS' COMPENSATION	2,060,590	2,110,333	2,112,100	2,158,100	**2,023,500**	(134,600)	(6.2%)
621	FLEET OPERATIONS	3,873,448	2,678,684	4,616,194	4,657,753	**3,491,100**	(1,166,653)	(25.0%)
625	TECHNOLOGY	1,411,378	994,842	1,675,550	1,707,984	**1,663,400**	(44,584)	(2.6%)
705	POLICE PENSION	5,745,776	4,018,101	6,373,400	6,381,200	**6,916,200**	535,000	8.4%
711	FIRE PENSION	6,015,428	4,149,501	6,498,400	6,546,200	**6,957,400**	411,200	6.3%
	TOTAL EXPENDITURES	**149,415,503**	**108,661,883**	**157,862,274**	**164,728,204**	**180,350,879**	**15,622,675**	**9.5%**

VILLAGE OF ARLINGTON HEIGHTS

FUND BALANCE SUMMARY 2017

Fund	Fund Name	1/01/17 Projected Beginning Fund Balance (Deficit)	2017 Revenues & Transfers In	2017 Expenditures & Transfers Out	2017 Revenues Over (Under) Expenditures	12/31/17 Estimated Ending Fund Balance (Deficit)
101	General	$28,339,325	$73,411,500	$73,370,400	$41,100	$28,380,425
211	Motor Fuel Tax	1,462,918	1,810,400	1,935,500	(125,100)	1,337,818
215	CDBG	0	256,173	256,173	0	0
227	Foreign Fire Insurance Tax	418,462	130,800	200,000	(69,200)	349,262
231	Criminal Investigations	2,010,167	83,000	337,400	(254,400)	1,755,767
235	Municipal Parking	4,375,323	1,126,200	2,146,300	(1,020,100)	3,355,223
251	TIF I South	130,017	800	25,000	(24,200)	105,817
255	TIF II North	982	0	0	0	982
261	TIF III	1,232,997	327,000	25,000	302,000	1,534,997
263	TIF IV	1,262,238	503,000	610,000	(107,000)	1,155,238
264	TIF V	602,570	43,000	254,800	(211,800)	390,770
266	Hickory/Kensington TIF	139,308	145,500	40,000	105,500	244,808
301	Debt Service	1,571,945	7,101,250	7,092,500	8,750	1,580,695
401	Capital Projects	4,744,926	9,955,500	8,939,200	1,016,300	5,761,226
426	Storm Water Control	1,632,999	3,451,500	1,550,000	1,901,500	3,534,499
431	Public Building	35,557,863	150,000	18,475,000	(18,325,000)	17,232,863
435	Emerald Ash Borer (EAB) Fund	5,949,900	0	5,949,900	(5,949,900)	0
505	Water & Sewer	3,600,140	19,897,600	18,781,600	1,116,000	4,716,140
511	Solid Waste Disposal	3,684,360	1,664,000	1,596,406	67,594	3,751,954
515	Arts, Entertainment & Events	37,891	923,200	898,300	24,900	62,791
605	Health Insurance	2,539,749	9,720,200	11,993,700	(2,273,500)	266,249
606	Retiree Health Insurance	0	3,736,600	3,736,600	0	0
611	General Liability Insurance	2,606,446	826,400	1,085,500	(259,100)	2,347,346
615	Workers' Compensation Insurance	4,121,979	2,068,000	2,023,500	44,500	4,166,479
621	Fleet Operations	5,097,914	3,590,700	3,491,100	99,600	5,197,514
625	Technology	1,830,918	1,669,700	1,663,400	6,300	1,837,218
705	Police Pension	111,530,740	8,994,000	6,916,200	2,077,800	113,608,540
711	Fire Pension	94,479,410	9,799,000	6,957,400	2,841,600	97,321,010
	TOTAL ALL VILLAGE FUNDS	**$318,961,487**	**$161,385,023**	**$180,350,879**	**($18,965,856)**	**$299,995,631**

1. The General Fund shows a 2017 budget surplus for operations due to slight increases in operating revenue and the reduction in staffing levels in 2009 that have largely stayed in place. The current financial condition of the fund is healthy as it continues to maintain a fund balance over 25% of annual expenditures.

2. The Motor Fuel Tax Fund shows a planned operating deficit to complete various road improvements throughout the Village.

3. Foreign Fire Insurance Tax Fund - Insurance companies that do not maintain offices within the State but market fire insurance policies within the State pay an additional tax of 2% to the municipality where the policy is written. These funds are used for the betterment of the fire services and are controlled by a separate Board of Directors including the Fire Chief and firefighters per State Statute. Prior year revenues are being expensed this year, creating the operating deficit.

4. Criminal Investigations Fund - Assets seized under State and Federal statutes are accounted for in this fund and used for the advancement of law enforcement. These funds are not budgeted for day-to-day Police Department operations but are generally one time capital expenditures of current and prior year revenues. The 2017 budget includes membership in the NLRCL.

5. Municipal Parking Fund - Primarily, commuter parking for train travel to and from Chicago is provided for in this fund. With Downtown redevelopment, resident parking for large apartment complexes and off-street shopper parking was included. Substantial fund balance is maintained for future parking garage maintenance and repairs. The deficit in operations in 2016 is due primarily to the expenditures from the remaining two year project to return the four public parking structures back to their original integrity with a new service life of 40 to 50 years.

FUND BALANCE SUMMARY 2017

6. The TIF I District ended in 2006. Current litigation and possible refunds create the potential for 2016 activity in the TIF I South Fund. The TIF II District ended in 2009. Possible refunds create the potential for 2016 activity in the TIF II North Fund.

7. The TIF III and Hickory/Kensington TIF are accumulating reserves for future improvements.

8. TIF IV and V Funds reflect a planned drawdown of reserves.

9. The Debt Service Fund accounts for all debt service payments from general obligation bond issuances except those in the Water & Sewer Fund (an enterprise fund).

10. The Capital Projects Fund shows a surplus due to an increase in the annual funding for the street resurfacing/reconstruction program from property taxes and an allocation from the Solid Waste Fund.

11. The Storm Water Control Fund has a planned surplus from a transfer-in due to the closure of the EAB Fund. To sustain this fund's programs in the future an alternative revenue source will be required.

12. The Public Building Fund will provide for the construction of the new Police Facility which will drawdown the reserves.

13. Emerald Ash Borer (EAB) Fund - The Emerald Ash Borer is an insect that kills Ash trees. This fund accounts for the costs associated with the removal and replacement of the Village's 13,000 parkway Ash trees. The removal and replacement of the parkway Ash trees will be complete at the end of 2017, at which time the remaining funds will be transferred out.

14. A planned service rate increase of 5% in 2017 and then a 5% increase for the next two years will allow the Village to increase the amount spent on its water main replacement program.

15. Solid Waste Disposal Fund - The operations of the Government Joint Venture Solid Waste Agency of Northern Cook County are provided for in this fund. Efforts to reduce solid waste removal costs and maximize disposal facility useful lives are primary objectives.

16. The Arts, Entertainment & Events Fund is designed for funding special events and the operation of the Metropolis Performing Arts Theater. The primary funding source is a .25% Food & Beverage Tax on prepared food.

17. The Health Insurance Fund has a planned operating deficit due to the potential of large health insurance claims. Actual year end results generally come in better than budgeted. This fund is operated on a pay as you go basis with a reserve for large claims.

18. Retiree Health Insurance Fund - This accounting segregates medical insurance expenses for retirees from those expenses of current staff. Retirees pay 100% of their premium for health insurance. Any operating deficit is funded on a pay-as-you-go basis from the Health Insurance Fund.

19. The General Liability Insurance Fund covers the first $1M per claim before excess coverage takes effect. Premiums are charged to operating departments to fund operations. Past claims have been varied and actual experience is generally more favorable than budgeted.

20. The Workers' Compensation Insurance Fund provides for workers' compensation claims as the Village is self-insured.

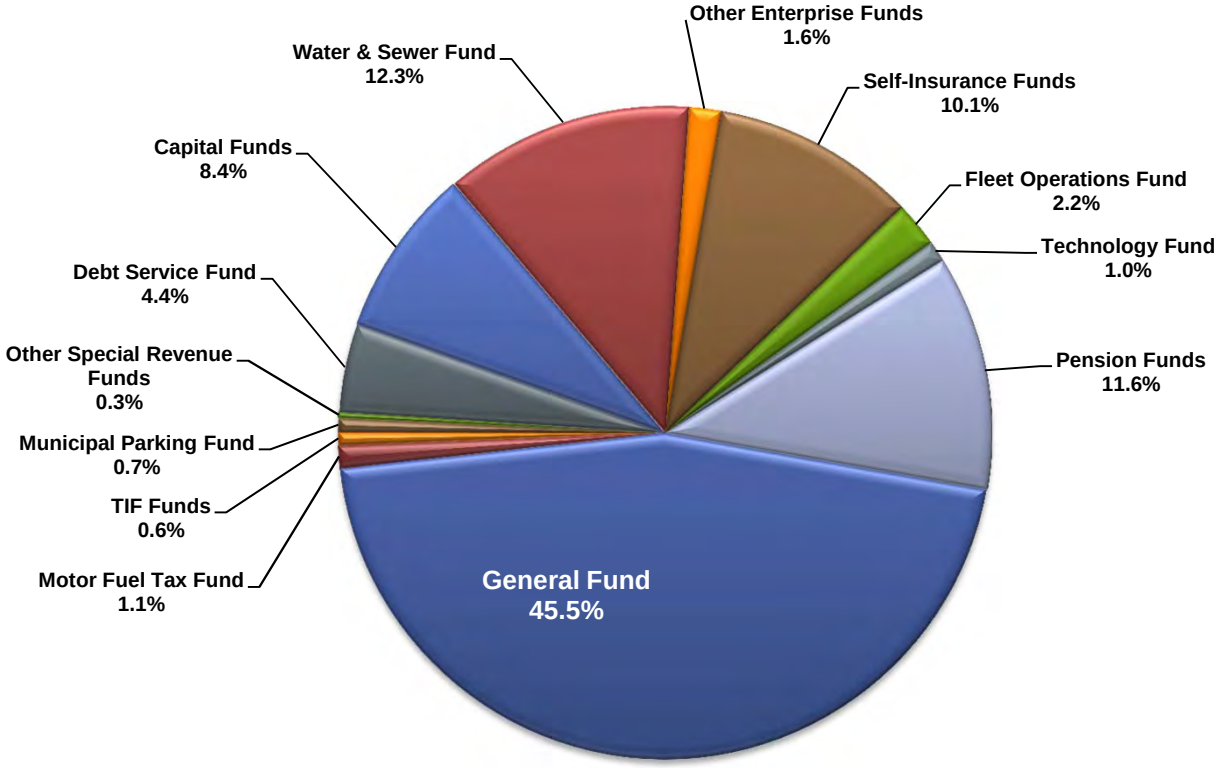
21. The Fleet Operations Fund provides for major capital replacements. Service charges over the useful life of the equipment will replenish reserves. A healthy fund balance is maintained for vehicle and equipment replacement.

22. The Technology Fund provides for the operation of the Village's computer network infrastructure and equipment replacement. Service charges to departments are used to fund these operations.

23. Police and Fire Pension Funds are both budgeting positive results from operations this year. Funding for future liabilities of the Police and Fire Pension Funds is currently at 75.4% and 68.7% respectively. Per current State Statute, 90% funding must be reached by 2040.

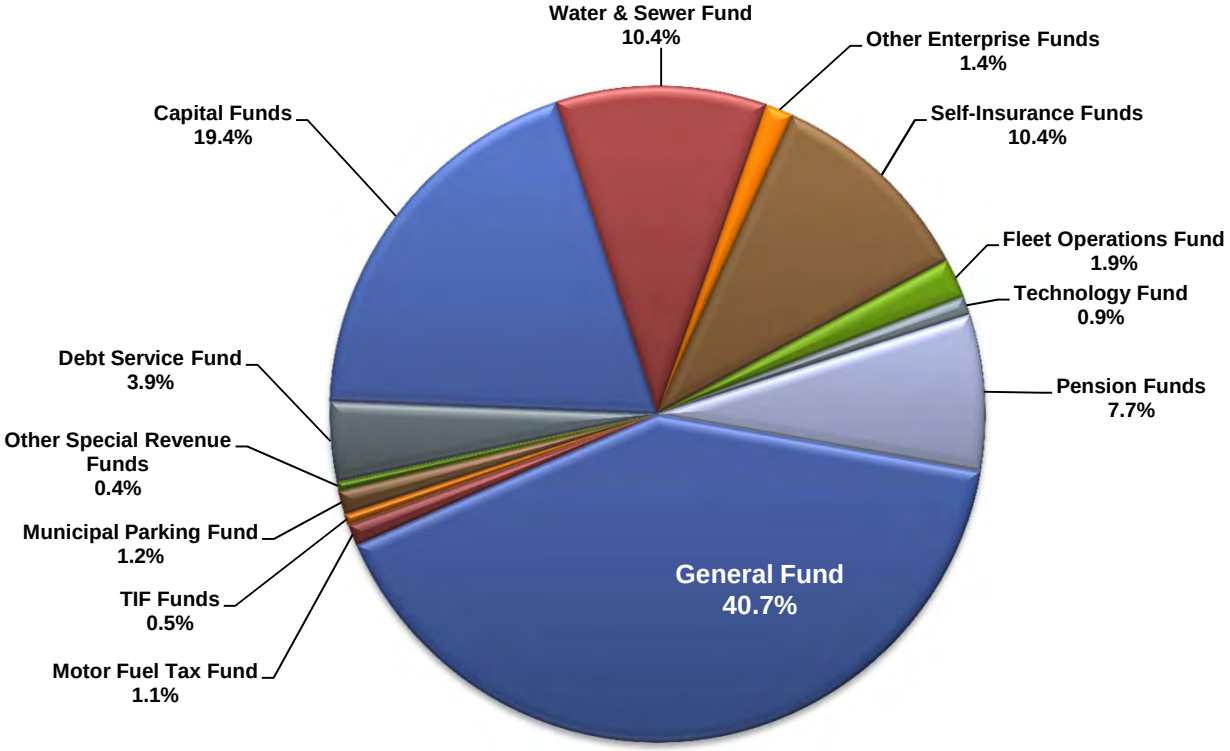
ALL FUNDS REVENUES

2017 Budget



ALL FUNDS EXPENDITURES

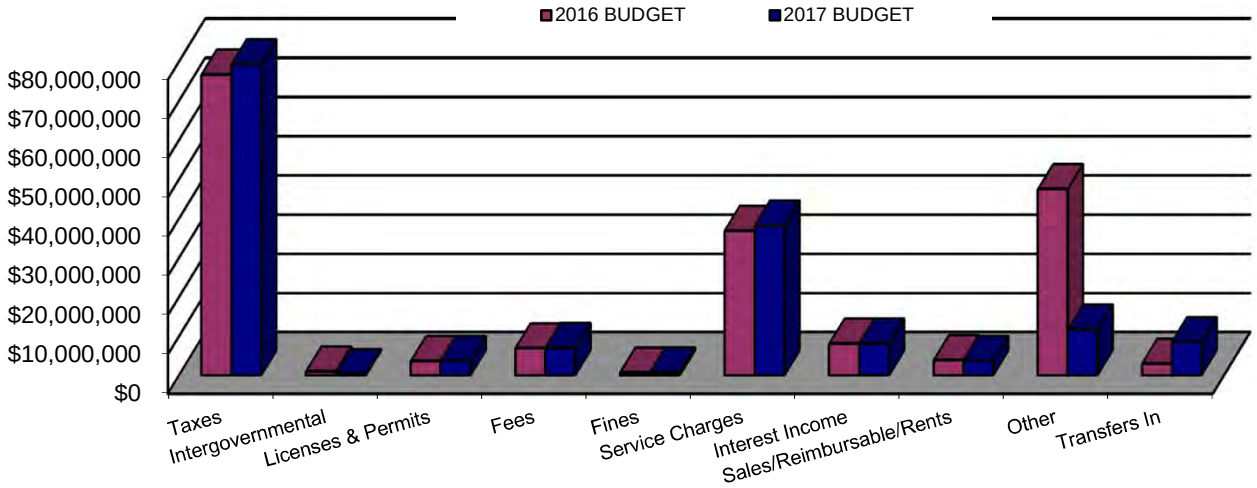
2017 Budget



WHERE THE MONEY COMES FROM

ALL FUNDS REVENUES

2016 Budget vs. 2017 Budget



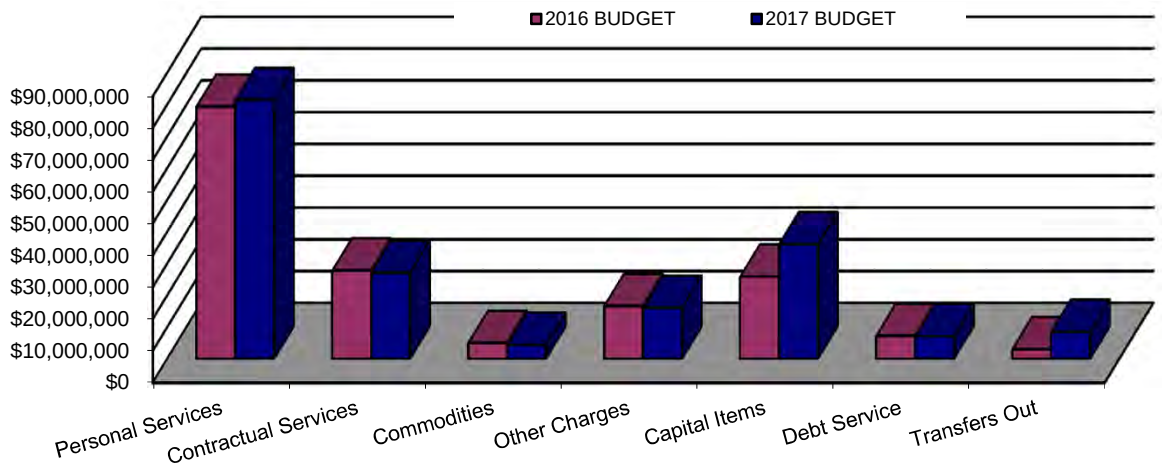
	FY 2014-15 ACTUAL	8-Mo. End. Dec. 2015 ACTUAL	2016 BUDGET	**2017 BUDGET**	% CHANGE
Taxes	74,773,288	61,317,349	76,673,400	**79,278,450**	3.4%
Intergovernmental	1,242,290	460,378	1,037,541	**324,173**	(68.8%)
Licenses & Permits	3,795,020	2,876,737	3,631,400	**3,732,000**	2.8%
Fees	6,962,268	4,978,778	6,921,000	**6,960,600**	0.6%
Fines	820,942	512,365	715,200	**755,700**	5.7%
Service Charges	31,410,476	22,604,757	36,884,800	**38,177,300**	3.5%
Interest Income	14,850,383	(3,145,997)	8,113,900	**8,095,100**	(0.2%)
Sales/Reimbursable/Rents	4,420,274	2,877,859	3,905,900	**3,743,100**	(4.2%)
Other	22,601,051	12,108,209	47,465,200	**11,709,400**	(75.3%)
	160,875,992	104,590,435	185,348,341	**152,775,823**	(17.6%)
Reserves	0	0	104,690	**128,000**	22.3%
Transfers In	10,279,236	7,091,463	2,995,200	**8,481,200**	183.2%
Total Revenues	171,155,228	111,681,898	188,448,231	**161,385,023**	(14.4%)

NOTE: **Intergovernmental** revenues decreased due to the Northwest Municipal Conference Grant that was received in the prior 2016 Budget Year.
Fines increased primarily from the increase in Traffic Court and Parking Fines over prior year.
Sales/Reimbursable/Rents decreased due to the retiree insurance coverage and annual premium fluctuations.
Other revenues decreased due to bond proceeds recognized in the prior year in the Public Building Fund for the construction of the Police Station.
Transfers In change was due to the transfer from the Emerald Ash Borer (EAB) Fund to the Capital Projects Fund and the Storm Water Control Fund, combined with the transfer from the Public Building Fund to the Storm Water Control Fund.

WHERE THE MONEY GOES

ALL FUNDS EXPENDITURES

2016 Budget vs. 2017 Budget



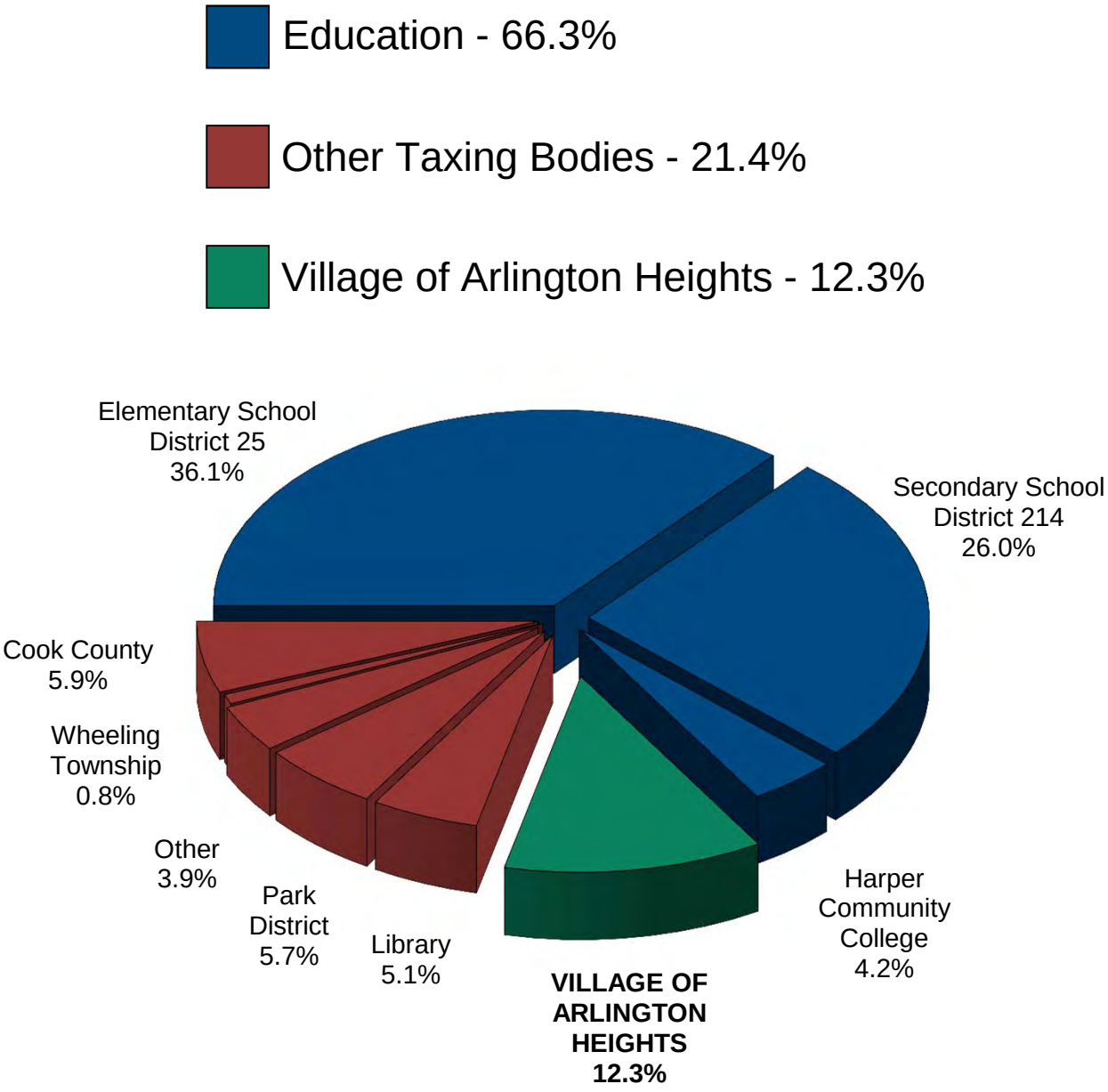
	FY 2014-15 ACTUAL	8-Mo. End. Dec. 2015 ACTUAL	2016 BUDGET	**2017 BUDGET**	% CHANGE
Personal Services	74,698,945	54,078,061	79,278,739	**81,345,100**	2.6%
Contractual Services	23,592,792	17,737,132	27,785,609	**27,040,906**	(2.7%)
Commodities	3,987,447	2,376,512	4,976,434	**4,356,100**	(12.5%)
Other Charges	13,715,522	9,579,810	16,601,194	**16,015,473**	(3.5%)
Capital Items	15,304,549	9,942,954	25,842,850	**36,019,600**	39.4%
Debt Service	7,837,014	7,855,952	7,248,178	**7,092,500**	(2.1%)
	139,136,269	101,570,421	161,733,004	**171,869,679**	6.3%
Transfers Out	10,279,235	7,091,462	2,995,200	**8,481,200**	183.2%
Total Expenditures	149,415,504	108,661,883	164,728,204	**180,350,879**	9.5%

NOTE: **Commodities** declined primarily from the reduction of rock salt required due to the previous mild winter and the decreased cost of Petroleum Products.
Capital Items increased largely due to the construction of the Police Station which was offset by a reduction in the Street Rehab Program from a prior year transfer-in from the General Fund and a decrease in the allotted funding from the State.
Transfers Out percentage increased mainly due to the transfer from Emerald Ash Borer (EAB) Fund to the Capital Projects Fund and the Storm Water Control Fund, combined with the transfer from the Public Building Fund to the Storm Water Control Fund.

Village of Arlington Heights

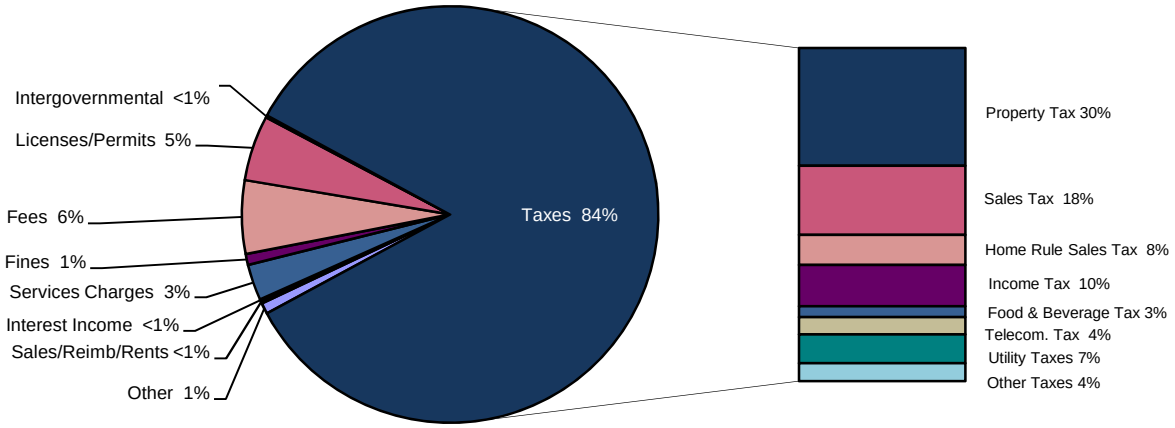
2015 PROPERTY TAX BILL

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



AS THE ABOVE PIE CHART ILLUSTRATES, THE VILLAGE OF ARLINGTON HEIGHTS CONSISTS OF 12.1% OF THE ENTIRE PROPERTY TAX BILL.

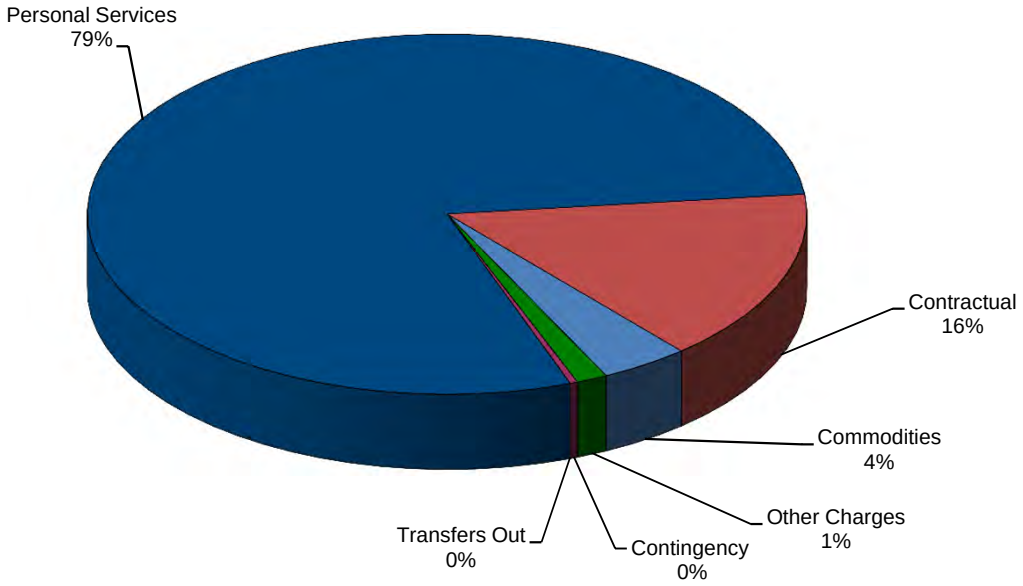
WHERE THE MONEY COMES FROM
GENERAL FUND REVENUES
2017



	FY 2014-15 ACTUAL	8-Mo. End. Dec. 2015 ACTUAL	2016 BUDGET	**2017 BUDGET**	% CHANGE
Taxes	60,311,368	47,886,285	61,137,300	**61,821,900**	1.1%
Intergovernmental	238,365	160,693	98,000	**118,000**	20.4%
Licenses/Permits	3,795,020	2,863,172	3,631,400	**3,732,000**	2.8%
Fees	4,139,809	2,976,342	4,037,900	**4,178,900**	3.5%
Fines	690,999	431,564	603,200	**630,700**	4.6%
Service Charges	2,127,561	1,470,612	1,986,200	**2,043,700**	2.9%
Interest Income	86,869	37,517	100,000	**100,000**	0.0%
Sales/Reimb/Rents	188,682	105,140	142,800	**140,800**	(1.4%)
Other	455,001	349,970	315,700	**350,900**	11.1%
Other Financing	0	0	200,000	**294,600**	0.0%
Total Revenue	72,033,674	56,281,295	72,252,500	**73,411,500**	1.6%

NOTE: **Intergovernmental** revenues increased due to Police reimbursements and grants that have been awarded for the 2017 Budget Year.
Fines increased due to an increase in Traffic Court Fines.
Other increased from the yearly payment in lieu of Real Estate Taxes from Northwest Community Hospital and the Class 6B Rebate Incentive Program.

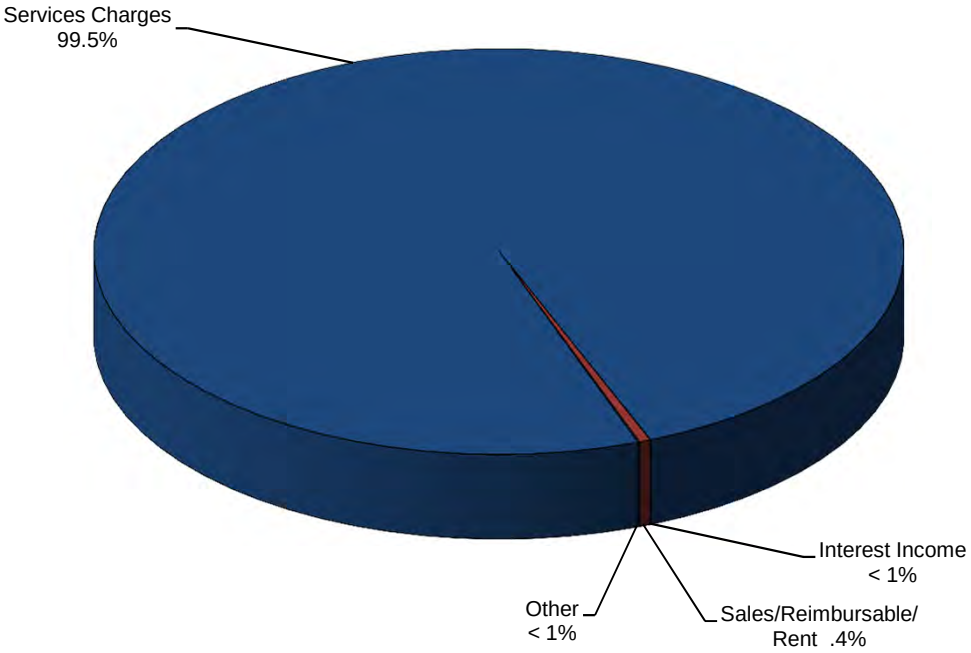
WHERE THE MONEY GOES
GENERAL FUND EXPENDITURES
2017



	FY 2014-15 ACTUAL	8-Mo. End. Dec. 2015 ACTUAL	2016 BUDGET	**2017 BUDGET**	% CHANGE
Personal Services	54,279,961	39,975,136	56,693,639	**57,812,500**	2.0%
Contractual Services	9,773,925	7,311,899	11,282,958	**11,368,900**	0.8%
Commodities	2,725,194	1,495,257	3,468,819	**2,918,100**	(15.9%)
Other Charges	947,207	789,429	1,062,630	**1,020,900**	(3.9%)
Contingency	0	0	208,670	**250,000**	19.8%
Transfers Out	4,000,000	2,500,000	175,000	**0**	(100.0%)
Total Expenditures	71,726,287	52,071,721	72,891,716	**73,370,400**	0.7%

NOTE: **Commodities** decreased from a reduction of rock salt required due to the previous mild winter. **Contingency** is budgeted each year but if used, is classified as an expenditure type. If not used it becomes part of available reserves. As of the date of this writing, the year ending December 31, 2016 budget shows that there is $208,670 remaining of the $208,670 contingency budget.
Transfers Out decreased due to the decreased transfer from the General Fund to the Health Insurance Fund.

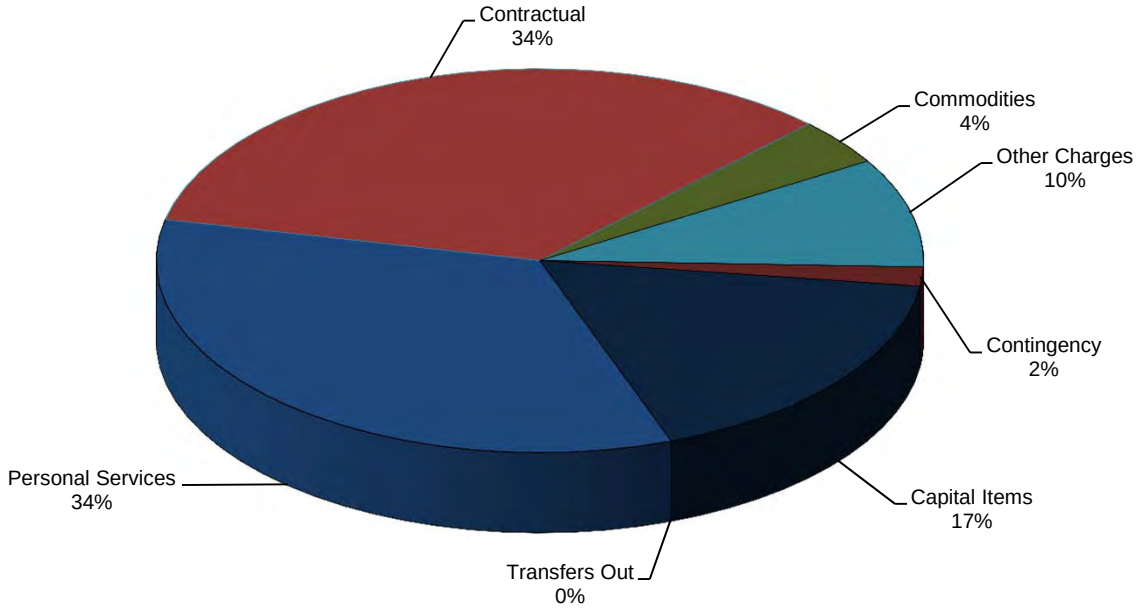
WHERE THE MONEY COMES FROM
WATER & SEWER FUND REVENUES
2017



	FY 2014-15 ACTUAL	8-Mo. End. Dec. 2015 ACTUAL	**2016 BUDGET**	**2017 BUDGET**	% CHANGE
Services Charges	14,020,948	10,222,539	19,026,100	**19,789,600**	4.0%
Interest Income	9,300	3,606	11,000	**5,000**	(54.5%)
Sales/Reimbursable/Rent	104,614	101,211	84,000	**88,000**	4.8%
Other	177,461	300,721	15,000	**15,000**	0.0%
Total Revenues	14,312,323	10,628,077	19,136,100	**19,897,600**	4.0%

NOTE: **Service Charges** include sales for water and sewer service. Water consumption has been projected on the anticipated usage. A combined water and sewer rate increase of 5% was previously approved effective as of January 1, 2017.
Interest Income has been reduced due to ongoing lower short-term interest rates.
Sales/Reimbursable/Rent increased mainly from the sale of Water Meters.

WHERE THE MONEY GOES
WATER & SEWER FUND EXPENDITURES
2017



	FY 2014-15 ACTUAL	8-Mo. End. Dec. 2015 ACTUAL	2016 BUDGET	**2017 BUDGET**	% CHANGE
Personal Services	5,894,818	3,911,015	6,294,300	**6,381,800**	1.4%
Contractual	5,700,510	4,807,398	6,283,070	**6,377,300**	1.5%
Commodities	668,879	530,879	810,157	**739,300**	(8.7%)
Other Charges	1,539,347	1,036,393	1,685,200	**1,732,300**	2.8%
Contingency	0	0	0	**300,000**	
Capital Items	1,096,946	1,142,145	4,464,311	**3,250,900**	(27.2%)
Transfers Out	0	0	25,000	**0**	(100.0%)
Total Expenditures	14,900,500	11,427,830	19,562,038	**18,781,600**	(4.0%)

NOTES: **Commodities** percentage decreased due to prior year encumbrance carry overs for Water Meters/Backflow Devices and other equipment and supplies.
Contingency is budgeted each year but if used, is classified as an expenditure type. If not used it becomes part of available reserves. As of the date of this writing, the year ending December 31, 2016 shows that $200,000 of the $200,000 contingency budget has been spent.
Capital Items decreased from the prior year due to the completion of budgeted projects for the Emergency Generator Upgrades, Well #13 roof replacement and the Automatic Meter Reading System.
Transfers Out decreased due to the decreased transfer from the Water & Sewer Fund to the Health Insurance Fund.

VILLAGE OF ARLINGTON HEIGHTS

EMPLOYEE CENSUS

Ten Year Analysis

DEPARTMENT		FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	8 Mon. Per. Ending Dec. 2015	2016	2017	
Integrated Services	Full-Time	6.50	6.50	6.00	6.00	6.00	6.00	5.00	11.00	11.00	11.00	
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Human Resources	Full-Time	4.50	4.50	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Legal	Full-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
	Part-Time	4.00	4.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	
Finance	Full-Time	19.00	18.00	17.00	17.00	17.00	17.00	18.00	18.00	18.00	17.00	
	Part-Time	3.00	2.00	2.00	1.00	1.00	1.00	0.00	0.00	0.00	1.00	
IT/GIS	Full-Time	7.00	7.00	7.00	6.00	6.00	6.00	6.00	0.00	0.00	0.00	
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Police	Full-Time	148.00	146.00	138.00	137.00	137.00	137.00	137.00	137.00	137.00	137.00	
	Part-Time	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	
Police Grant	Full-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Fire	Full-Time	114.00	113.00	110.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00	
	Part-Time	1.00	1.00	1.00	3.00	3.00	3.00	3.00	3.00	3.00	2.00	
Planning & Comm Devlp	Full-Time	11.00	11.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	10.00	
	Part-Time	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Building Services	Full-Time	19.00	18.00	17.00	15.00	14.50	14.50	16.50	16.50	16.50	17.00	
	Part-Time	1.00	1.00	1.00	3.00	3.00	3.00	0.00	0.00	0.00	0.00	
Health Services	Full-Time	11.00	11.00	10.00	9.00	9.50	9.50	9.50	9.50	9.50	10.00	
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Youth Services	Full-Time	2.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Part-Time	3.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Senior Services	Full-Time	2.00	1.00	1.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	
	Part-Time	6.00	6.00	6.00	6.00	5.00	5.00	5.00	3.00	3.00	3.00	
Engineering	Full-Time	13.00	12.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Public Works	Full-Time	50.00	49.00	44.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	(1)
Water Utility Operations	Full-Time	41.00	41.00	41.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	
	Part-Time	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	
Fleet Services	Full-Time	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
TOTAL	**Full-Time**	**460.00**	**452.00**	**426.00**	**417.00**	**417.00**	**417.00**	**419.00**	**420.00**	**420.00**	**421.00**	
	Part-Time	**23.00**	**21.00**	**17.00**	**20.00**	**20.00**	**20.00**	**16.00**	**14.00**	**14.00**	**14.00**	
TOTAL EMPLOYEES		**483.00**	**473.00**	**443.00**	**437.00**	**437.00**	**437.00**	**435.00**	**434.00**	**434.00**	**435.00**	
INCREASE (DECREASE)		**4.00**	**(10.00)**	**(30.00)**	**(6.00)**	**0.00**	**0.00**	**(2.00)**	**(1.00)**	**0.00**	**1.00**	
FULL-TIME EQUIVALENTS (FTE)		**471.75**	**462.75**	**434.50**	**427.00**	**427.25**	**427.25**	**427.25**	**427.25**	**427.25**	**428.25**	
INCREASE (DECREASE)		**3.50**	**(9.00)**	**(28.25)**	**(7.50)**	**0.25**	**0.00**	**0.00**	**0.00**	**0.00**	**1.00**	

(1) **A part-time employee is shared between Public Works and Water Utility Operations and is shown only in Public Works so as not to skew the total count.**

VILLAGE OF ARLINGTON HEIGHTS

EXPENDITURES AND STAFFING SUMMARY BY OPERATION 2017

OPERATION	STAFFING			EXPENDITURES			
	2016 Budget	2017 Budget	Inc (Dec)	2016 Budget	2017 Budget	$ Inc (Dec)	% Inc (Dec)
Board of Trustees	0.00	0.00		$182,200	$184,600	$2,400	1.3%
Integrated Services	11.00	11.00		2,780,184	2,778,800	(1,384)	(0.0%)
Human Resources	4.00	4.00		17,245,530	16,304,900	(940,630)	(5.5%)
Legal	2.75	2.75		796,600	763,900	(32,700)	(4.1%)
Finance	18.00	17.50	(0.50)	3,801,400	3,905,400	104,000	2.7%
Boards & Commissions	0.00	0.00		254,321	233,600	(20,721)	(8.1%)
Metropolis Theater	0.00	0.00		458,580	469,000	10,420	2.3%
Police/Police Grant	139.00	139.00		25,417,008	25,744,200	327,192	1.3%
Fire	110.50	110.00	(0.50)	21,866,012	22,328,600	462,588	2.1%
Planning & Community Development	9.00	10.00	1.00	3,408,011	2,977,000	(431,011)	(12.6%)
Building Services	16.50	17.00	0.50	2,392,700	2,449,100	56,400	2.4%
Health & Human Services	13.00	13.50	0.50	2,179,985	2,359,000	179,015	8.2%
Engineering	10.00	10.00		14,294,877	11,276,700	(3,018,177)	(21.1%)
Public Works	42.25	42.25		18,028,589	16,506,200	(1,522,389)	(8.4%)
Criminal Investigations	0.00	0.00		221,600	337,400	115,800	52.3%
Foreign Fire Insurance Tax	0.00	0.00		192,186	200,000	7,814	4.1%
Comm Development Block Grant Progr	0.00	0.00		228,873	199,173	(29,700)	(13.0%)
Water Utility Operations	0.00	0.00		15,231,630	14,487,700	(743,930)	(4.9%)
Parking Operations	40.75	40.75		717,754	709,800	(7,954)	(1.1%)
Solid Waste Disposal	0.00	0.00		1,170,700	1,096,406	(74,294)	(6.3%)
Municipal Fleet Services	0.00	0.00		2,345,584	2,279,600	(65,984)	(2.8%)
Pensions	10.50	10.50		12,927,400	13,873,600	946,200	7.3%
Capital Projects - Water/Sewer	0.00	0.00		3,128,108	2,814,200	(313,908)	(10.0%)
Capital Projects - Equipment	0.00	0.00		2,399,959	1,244,500	(1,155,459)	(48.1%)
Capital Projects - Public Buildings	0.00	0.00		1,013,000	17,700,000	16,687,000	1647.3%
Debt Service	0.00	0.00		7,679,643	7,092,500	(587,143)	(7.6%)
Sub-Total	427.25	428.25	1.00	$160,362,434	$170,315,879	$9,953,445	6.2%
Non-Operating & Transfers Out	N/A	N/A	N/A	4,365,770	10,035,000	5,669,230	129.9%
TOTAL	**427.25**	**428.25**	**1.00**	**$164,728,204**	**$180,350,879**	**$15,622,675**	**9.5%**

VILLAGE OF ARLINGTON HEIGHTS

INTERFUND TRANSFERS 2017

FUND	IN	OUT	PURPOSE
101 General (Corporate) Fund	200,000		SWANCC (from Fund 511)
	94,600		EAB (from Fund 435)
	$294,600	$0	
401 Capital Projects Fund	300,000		SWANCC (from Fund 511)
	2,600,000		EAB (from Fund 435)
	$2,900,000	$0	
426 Storm Water Control Fund	2,700,000		EAB (from Fund 435)
	750,000		Public Building (from Fund 431)
	$3,450,000	$0	
431 Public Building Fund		750,000	Storm Water Control (to Fund 426)
	$0	$750,000	
435 Emerald Ash Borer Fund		94,600	General Fund (to Fund 101)
		2,600,000	Capital Projects (to Fund 401)
		2,700,000	Storm Water Control (to Fund 426)
	$0	$5,394,600	
511 SWANCC		200,000	General Fund (to Fund 101)
		300,000	Capital Projects (to Fund 401)
	$0	$500,000	
605 Health Insurance Fund		1,836,600	Retiree medical insurance (to Fund 606)
	$0	$1,836,600	
606 Retiree Health Ins Fund	1,836,600		Retiree medical insurance (from Fund 605)
	$1,836,600	$0	
TOTAL	**$8,481,200**	**$8,481,200**	

CIP / Debt Service

VILLAGE OF ARLINGTON HEIGHTS

CAPITAL IMPROVEMENT PROGRAM SUMMARY

The Village of Arlington Heights prepares annually a Capital Improvement Program (CIP) for the five-year period beginning with the next fiscal year. The CIP is a planning document which is reviewed by the Village Board and is prepared by the Village Manager and Finance Director with the assistance of all Department Heads. Included are capital expenditures projected to cost in excess of $10,000 and have an expected lifetime of one or more years. The CIP is subject to further review and approval by the Village Board during the final budget process, based on available resources and expenditure requirements of the operations budget. What follows is a summary of all CIP expenditures and projects included in the 2017 budget.

CAPITAL SPENDING

Building & Land	$ 19,807,700
Equipment	1,718,900
Signals	305,500
Streets	9,731,850
Sewer	1,250,000
Vehicles	1,244,500
Water	2,464,200
TOTAL	**$ 36,522,650**

CAPITAL FUNDING

Capital Projects Fund	$ 8,841,700
Water & Sewer Fund	3,350,900
Motor Fuel Tax Fund	1,905,500
Municipal Parking Operations Fund	825,000
TIF IV & V Fund	684,800
Storm Water Control Fund	800,000
Public Buildings Fund	17,725,000
Emerald Ash Borer (EAB) Fund	740,450
Arts, Entertainment & Events Fund	163,000
Fleet Operations Fund	1,244,500
Technology Fund	241,800
TOTAL	**$ 36,522,650**

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

CAPITAL SPENDING	FUND	PROJ #	2016 EST ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
Building & Land									
Overhead Door Replacement	Cap Proj	BL-90-04	15,000	15,000	**20,000**	20,000	20,000	20,000	20,000
Public Works Annex Improvements	Cap Proj	BL-93-02	10,000	10,000	**10,000**	10,000	10,000	10,000	10,000
Public Works Annex Improvements	Water	BL-93-02	20,000	20,000	**20,000**	20,000	20,000	20,000	0
Building Equipment Replacement	Cap Proj	BL-95-04	38,157	38,157	**30,000**	30,000	30,000	35,000	30,000
Municipal Buildings Refurbishing	Cap Proj	BL-95-05	32,000	32,000	**42,000**	150,000	236,300	171,000	143,000
Municipal Buildings Refurbishing (Electrical Upgrade to Garag	Fleet	BL-95-05	0	0	**0**	0	50,000	0	0
Roof Maintenance Program	Cap Proj	BL-95-06	402,200	402,200	**403,700**	29,500	254,000	296,700	205,500
Roof Maintenance Program	Water	BL-95-06	107,300	107,290	**0**	0	170,000	197,800	137,000
Heating Plant/Air Conditioner Replacement	Cap Proj	BL-96-01	55,000	55,000	**72,000**	47,000	48,000	38,200	45,000
Heating Plant/Air Conditioner Replacement	Water	BL-96-01	0	0	**0**	5,000	0	0	0
Heating Plant/Air Conditioner Replacement	Fleet	BL-96-01	0	0	**0**	0	69,000	0	0
Ongoing Maintenance to Brick Exterior	Parking	BL-96-03	5,000	5,000	**5,000**	5,000	5,000	5,000	5,000
Ongoing Maintenance to Brick Exteriors	Cap Proj	BL-96-03	20,000	20,000	**20,000**	30,000	30,000	30,000	30,000
Historical Society Museum - Building Repairs	Cap Proj	BL-96-04	33,600	33,631	**75,000**	25,000	25,000	25,000	25,000
Parking Structure Maintenance/Repairs	Parking	BL-00-06	552,199	552,199	**810,000**	117,000	14,000	0	0
Police Building Maintenance	Pub Bld	BL-10-04	25,000	25,000	**25,000**	0	0	0	0
Other Building Costs	Pub Bld	BL-11-10	0	0	**1,000,000**	1,200,000	0	0	0
Metropolis Theater Lobby Bar Restructure	A&E	BL-15-01	650	650	**0**	0	0	0	0
Metropolis Theater Green Room Refurbishment	A&E	BL-15-03	3,938	3,938	**0**	0	0	0	0
Metropolis Theater Security	A&E	BL-15-04	9,702	9,702	**0**	0	0	0	0
TIF IV Redevelopment	TIF IV	BL-16-05	265,700	500,000	**500,000**	500,000	500,000	500,000	500,000
North Garage Expansion	Parking	BL-15-20	41,400	14,937	**0**	0	0	0	0
Police Station - Architect/CM Fees	Pub Bld	BL-16-01	700,000	1,000,000	**700,000**	252,600	0	0	0
Metropolis Theater Exterior Marquee	A&E	BL-16-04	0	0	**20,000**	0	0	0	0
Police Station - Construction	Pub Bld	BL-16-10	431,500	444,465	**16,000,000**	8,985,000	3,000,000	0	0
Police Station - Contingency	Pub Bld	BL-16-20	0	0	**0**	0	2,400,000	0	0
Building Asset Management Plan	Cap Proj	BL-16-30	80,000	80,000	**0**	0	0	0	0
Metropolis Theater Triangle Rooms & Halls Refurbish	A&E	BL-17-01	0	0	**0**	0	7,000	0	0
Metropolis Theater Lobby Refurbishment	A&E	BL-17-03	0	20,000	**20,000**	0	0	0	0
Metropolis Theater Seat Replacement	A&E	BL-17-04	0	0	**35,000**	0	0	0	0
Metropolis Theater Dance Studio Floor	A&E	BL-17-05	0	0	**0**	0	0	18,000	0
Metropolis Theater- Replace Flooring MPAC	A&E	BL-17-06	0	0	**0**	0	0	40,000	0
Sub-Total Building & Land			**2,848,346**	3,389,169	**19,807,700**	**11,426,100**	**6,888,300**	**1,406,700**	**1,150,500**
Equipment									
Operational Equipment - Public Works	Cap Proj	EQ-94-01	214,100	222,385	**186,600**	95,600	122,100	83,000	58,600
Operational Equipment - Public Works	Water	EQ-94-01	165,000	164,965	**309,000**	130,500	115,000	155,000	170,000
Operational Equipment - Police	Cap Proj	EQ-95-01	85,000	85,000	**98,000**	18,000	18,000	18,000	18,000
Operational Equipment - Police Department	Cap Proj	EQ-95-01	58,800	58,775	**48,300**	39,000	41,500	50,500	41,500
Operational Equipment - Fire Department	Cap Proj	EQ-95-02	217,500	234,575	**341,500**	193,000	405,000	64,000	45,000
Office Equipment	Cap Proj	EQ-95-03	44,900	44,854	**20,000**	20,000	45,000	40,000	40,000
Office Equipment	Water	EQ-95-03	26,800	26,800	**15,000**	15,000	15,000	15,000	15,000
Operational Equipment - Municipal Fleet Services	Cap Proj	EQ-97-01	87,800	87,790	**33,000**	7,500	45,500	51,000	82,200
IT Equipment Replacement	IT	EQ-97-08	242,300	242,346	**241,800**	241,800	241,800	241,800	241,800
Emergency Generator Upgrade	Water	EQ-99-02	815,300	815,328	**10,000**	879,500	30,000	10,000	922,400
Operational Equipment - Information Technology	Cap Proj	EQ-01-03	135,000	135,000	**143,000**	82,000	97,000	97,000	82,000
Operational Equipment - Engineering Department	Cap Proj	EQ-01-04	13,000	13,000	**5,000**	5,000	5,000	5,000	5,000
Equipment Replacement - Metropolis	A&E	EQ-06-03	53,900	53,890	**35,000**	36,000	37,000	38,000	39,000
EOC Equipment	Cap Proj	EQ-07-01	29,400	29,360	**0**	0	0	0	0
Patrol Vehicle Equipment Replacement Program	Cap Proj	EQ-08-03	35,000	35,000	**35,000**	35,000	35,000	35,000	35,000
Operational Equipment - Municipal Parking Fund	Parking	EQ-09-01	10,000	10,000	**10,000**	10,000	10,000	10,000	10,000
Metropolis Theater Website Replacement	A&E	EQ-15-01	3,400	3,400	**0**	0	0	0	0
SCADA Enhancements	Water	EQ-15-25	30,000	30,000	**10,000**	30,000	58,000	60,000	61,500
Pumps & Motor Controls Rehab/Repl	Water	EQ-15-30	120,600	120,620	**72,700**	189,100	155,400	141,400	106,000
Metropolis Theater Lighting Systems & Equip	A&E	EQ-16-01	30,800	34,000	**0**	0	0	0	0
Metropolis Theater Phone/Intercom System	A&E	EQ-16-02	15,000	15,000	**0**	0	0	0	0
Metropolis Theater Sound System & Equipment	A&E	EQ-16-03	0	18,000	**0**	0	0	0	0
Alternative Fuel System Implementation	Cap Proj	EQ-16-05	0	0	**30,000**	0	0	0	0
Cable Access Broadcast & Video Streaming	Cap Proj	EQ-16-07	0	0	**22,000**	9,000	0	0	0
Police Station - FF&E / Security	Pub Bld	EQ-16-10	0	0	**0**	1,000,000	565,000	0	0
Asset Based Work Management System	Cap Proj	EQ-16-15	76,800	76,800	**0**	0	0	0	0
Asset Based Work Management System	Water	EQ-16-15	51,200	51,200	**0**	0	0	0	0
Metropolis Theater Sound System Expansion	A&E	EQ-17-02	0	0	**16,000**	0	0	0	0
Metropolis Theater Clearcom Equipment	A&E	EQ-17-03	0	0	**0**	17,000	0	0	0
Metropolis Theater LED House Lighting	A&E	EQ-17-04	21,000	0	**0**	61,000	0	0	0
Metropolis Theater Monitors - Audio	A&E	EQ-17-05	0	0	**0**	20,000	0	0	0
Metropolis Theater Monitors - Audio	A&E	EQ-17-06	0	0	**0**	10,000	0	0	0
Metropolis Theater Moving Lights	A&E	EQ-17-07	0	0	**0**	0	15,000	0	0
Metropolis Theater Edison for Grid	A&E	EQ-17-08	0	0	**0**	0	15,000	0	0
Metropolis Theater Sound Console/ Board	A&E	EQ-17-09	0	0	**0**	0	35,000	0	0
Metropolis Theater Replace Smoke Detectors	A&E	EQ-17-10	0	0	**0**	0	13,000	0	0
Metropolis Theater LED Series 2	A&E	EQ-17-11	0	0	**0**	0	0	0	60,000
Metropolis Theater LED CYC Lights	A&E	EQ-17-12	0	0	**37,000**	0	0	0	0
Sub-Total Equipment			**2,582,600**	2,608,088	**1,718,900**	**3,144,000**	**2,119,300**	**1,114,700**	**2,033,000**

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

CAPITAL SPENDING (continued)	FUND	PROJ #	2016 EST ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
Signals									
Traffic Signal Maintenance	MFT	SG-03-02	103,500	103,500	**105,500**	107,700	109,900	112,100	114,500
Traffic Signal Imprv at Northwest Hwy/Wilke	Cap Proj	SG-08-02	1,006,700	1,006,759	**-**	-	-	-	-
Dundee Rd/Kennicott Ave Pedestrian Actuation	Cap Proj	SG-14-05	150,000	150,000	**-**	-	-	-	-
Traffic Signal Pedestrian Upgrade - Central at Arthur	Cap Proj	SG-14-10	52,300	52,260	**-**	-	-	-	-
Traffic Signals LED Upgrade	Cap Proj	SG-14-15	24,300	24,310	**-**	-	-	-	-
Algonquin and New Wilke Intersection Improvement	Cap Proj	SG-16-05	-	-	**200,000**	-	-	-	-
Sub-Total Signals			**1,336,800**	1,336,829	**305,500**	**107,700**	**109,900**	**112,100**	**114,500**
Streets									
Street Resurfacing Program	Cap Proj	ST-90-08	5,159,100	5,159,102	**6,100,000**	6,200,000	6,300,000	6,400,000	6,500,000
Street Rehabilitation Program	MFT	ST-90-09	4,160,000	4,160,000	**1,800,000**	1,800,000	1,800,000	1,800,000	1,800,000
Sidewalk & Curb Replacement	Cap Proj	ST-90-11	67,000	67,000	**50,000**	375,000	385,000	395,000	405,000
Pavement Crack Sealing Program	Cap Proj	ST-92-01	125,000	125,000	**125,000**	125,000	200,000	200,000	200,000
Green Corridor Beautification	TIF IV	ST-99-03	-	-	**-**	110,000	-	-	-
Street Light Cable Replacement	Cap Proj	ST-00-01	10,000	10,000	**10,000**	10,000	10,000	10,000	10,000
Gateway Signs & Beautification	Cap Proj	ST-01-01	19,750	19,749	**-**	-	-	-	-
Paver Brick Maintenance	Cap Proj	ST-05-01	463,900	463,854	**395,000**	412,000	412,000	412,000	412,000
Northwest Hwy/Davis Street/Arthur Avenue	Cap Proj	ST-05-03	338,500	338,524	**-**	-	-	-	-
Algonquin Road Street Lighting	MFT	ST-09-12	167,000	167,000	**-**	-	-	-	-
Commuter Drive Reconstruction	Cap Proj	ST-11-05	162,000	162,000	**-**	-	-	-	-
Davis/Sigwalt Streets Fencing/Landscape Upgrade	Cap Proj	ST-12-01	11,060	11,060	**-**	-	-	-	-
Parkway Ash Tree Removal/Replacement Prog	EAB	ST-13-20	1,341,846	740,444	**740,450**	289,900	-	-	-
Downtown Street Furniture	Cap Proj	ST-14-01	35,000	35,000	**50,000**	10,000	10,000	10,000	10,000
Nichols Road Reconstruction	MFT	ST-15-05	79,221	79,221	**-**	-	-	-	-
Downtown Streetscape Improvements	Cap Proj	ST-15-35	38,700	33,072	**86,000**	70,000	200,000	-	-
Northwest Hwy (Rt. 14) Corridor Landscaping Impr	Cap Proj	ST-16-20	28,000	50,000	**55,000**	98,000	101,000	75,000	77,000
Davis/Sigwalt Streets Fencing/Landscape Upgrade	Cap Proj	ST-17-02	-	-	**2,000**	-	-	-	-
South Arlington Heights Road Beautification	Cap Proj	ST-17-12	-	-	**10,000**	-	-	-	-
Rand Road Corridor Identification Enhancement	TIF V	ST-17-20	-	-	**184,800**	141,800	53,900	28,800	101,800
Rand Road Corridor Identification Enhancement	Cap Proj	ST-17-20	-	-	**85,800**	141,800	57,200	248,800	43,000
Downtown Outdoor Living Room	Cap Proj	ST-17-25	-	-	**18,300**	-	-	-	-
Downtown Light Ceiling	Cap Proj	ST-17-26	-	-	**19,500**	44,500	-	-	-
Sub-Total Streets			**12,206,077**	11,621,026	**9,731,850**	**9,828,000**	**9,529,100**	**9,579,600**	**9,558,800**
Sewers									
Regent Park Gravity Sewer	Water	SW-20-01	0	0	0	0	0	80,000	0
Sewer Rehab/Replacement Program	Water	SW-90-01	325,000	325,000	350,000	375,000	400,000	425,000	450,000
Neighborhood Drainage Improvements	Storm Wtr	SW-11-02	641,100	641,129	300,000	300,000	300,000	300,000	300,000
Sewer Back-up Rebate Program	Water	SW-15-01	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Storm Water Rehab/Replacement Program	Storm Wtr	SW-15-20	1,000,000	1,000,000	500,000	500,000	500,000	500,000	500,000
Arlington Knolls Storm Sewer Extension	Storm Wtr	SW-16-01	400,000	400,000	0	0	0	0	0
Sub-Total Sewers			**2,466,100**	2,466,129	**1,250,000**	**1,275,000**	**1,300,000**	**1,405,000**	**1,350,000**
Vehicles									
Vehicle and Special Equipment Repl - PW	Fleet	VH-95-01	1,835,800	1,835,766	**30,000**	899,000	1,753,200	792,700	1,200,000
Vehicle and Special Equipment Repl - W&S	Fleet	VH-95-02	155,800	155,768	**290,000**	1,000,000	420,900	98,300	-
Vehicle Replacement - Police Department	Fleet	VH-95-03	194,700	194,657	**152,500**	493,900	425,200	234,300	171,700
Vehicle Replacement - Fire Department	Fleet	VH-95-04	23,000	23,000	**750,000**	231,800	231,800	138,600	510,300
Vehicle Replacement - Municipal Fleet Services	Fleet	VH-95-06	-	-	**-**	-	-	55,000	51,000
Vehicle Replacement - Municipal Parking Operations	Fleet	VH-95-08	121,800	121,768	**-**	-	-	87,100	-
Vehicle Replacement - Building & Health Services	Fleet	VH-95-10	-	22,000	**-**	-	-	73,000	50,000
Vehicle Replacement - Engineering Department	Fleet	VH-95-11	25,000	25,000	**22,000**	25,000	-	-	-
Vehicle Replacement - Planning Department	Fleet	VH-95-12	-	22,000	**-**	-	-	-	-
Vehicle Replacement - IT/GIS Department	Fleet	VH-95-15	-	-	**-**	-	23,000	-	-
Sub-Total Vehicles			**2,356,100**	2,399,959	**1,244,500**	**2,649,700**	**2,854,100**	**1,479,000**	**1,983,000**
Water									
Watermain Replacement Program	Water	WA-90-01	1,300,000	1,300,000	**1,500,000**	2,000,000	2,500,000	3,000,000	3,500,000
Automatic Meter Reading System	Water	WA-03-02	162,500	324,996	**-**	-	-	737,300	633,800
Water Tank Repainting	Water	WA-11-01	883,800	883,790	**936,900**	-	1,456,900	875,000	29,000
Deep Well Rehabilitation	Water	WA-11-02	294,300	294,322	**27,300**	28,100	-	-	-
Sub-Total Water			**2,640,600**	2,803,108	**2,464,200**	**2,028,100**	**3,956,900**	**4,612,300**	**4,162,800**
Total Capital Spending			**26,436,623**	26,624,308	**36,522,650**	**30,458,600**	**26,757,600**	**19,709,400**	**20,352,600**

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

CAPITAL FUNDING BY FUND	2016 EST ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
Capital Projects Fund	9,374,567	9,416,217	**8,841,700**	8,331,900	9,142,600	8,820,200	8,572,800
Water & Sewer Fund	4,401,800	4,564,311	**3,350,900**	3,772,200	5,020,300	5,816,500	6,124,700
Motor Fuel Tax Fund	4,509,721	4,509,721	**1,905,500**	1,907,700	1,909,900	1,912,100	1,914,500
Municipal Parking Operations Fund	608,599	582,136	**825,000**	132,000	29,000	15,000	15,000
TIF IV & V Fund	265,700	500,000	**684,800**	751,800	553,900	528,800	601,800
Storm Water Control Fund	2,041,100	2,041,129	**800,000**	800,000	800,000	800,000	800,000
Public Buildings Fund	1,156,500	1,469,465	**17,725,000**	11,437,600	5,965,000	0	0
Emerald Ash Borer (EAB) Fund	1,341,846	740,444	**740,450**	289,900	0	0	0
Arts, Entertainment & Events Fund	138,390	158,580	**163,000**	144,000	122,000	96,000	99,000
Fleet Operations Fund	2,356,100	2,399,959	**1,244,500**	2,649,700	2,973,100	1,479,000	1,983,000
Technology Fund	242,300	242,346	**241,800**	241,800	241,800	241,800	241,800
Total Capital Funding	**26,436,623**	**26,624,308**	**36,522,650**	**30,458,600**	**26,757,600**	**19,709,400**	**20,352,600**

CAPITAL FUNDING BY REVENUE SOURCE	2016 EST ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
Charges to Operations	2,598,400	2,642,305	**1,486,300**	2,891,500	3,214,900	1,720,800	2,224,800
Motor Fuel Tax Allotment	1,810,400	1,810,400	**1,810,400**	1,810,400	1,810,400	1,810,400	1,810,400
Taxes							
Food & Beverage Tax	138,390	158,580	**163,000**	144,000	122,000	96,000	99,000
Property Tax	4,761,300	4,500,000	**5,200,000**	5,300,000	5,400,000	5,500,000	5,600,000
Property Tax Increment	265,700	500,000	**500,000**	500,000	500,000	500,000	500,000
Sales Tax Home Rule	1,820,800	1,883,000	**1,839,000**	1,875,800	1,932,000	1,990,000	2,049,700
Water Sales	4,401,800	4,564,311	**3,350,900**	3,772,200	5,020,300	5,816,500	6,124,700
Bond Proceeds	1,156,500	1,469,465	**17,725,000**	11,437,600	5,965,000	0	0
Other (including parking fees & interest income)	1,243,000	1,243,000	**1,162,000**	1,162,000	1,162,000	1,162,000	1,162,000
Grants/State/Federal/County/Private	651,940	651,940	**0**	0	0	0	0
Operating Transfer In	300,000	300,000	**300,000**	300,000	300,000	300,000	300,000
Cash on Hand/Reserves	7,288,393	6,901,307	**2,986,050**	1,265,100	1,331,000	813,700	482,000
Total Capital Funding	**26,436,623**	**26,624,308**	**36,522,650**	**30,458,600**	**26,757,600**	**19,709,400**	**20,352,600**

CAPITAL IMPROVEMENT PROGRAM (CIP)
IMPACT ON THE 2017 OPERATING BUDGET

Most of the capital improvement projects listed in the Village's CIP ***Five Year Spending and Funding Summary*** will not cause an increase or a decrease in operating expenses. There is one project, however, that will affect operating expenses. Detail on this project:

STREETS

Project Name: Parkway Ash Tree Removal/Replacement (ST-13-20)

Description:. Removal and replacement of diseased parkway Ash trees. About 13,000 of the Village's 36,000 parkway trees are Ash trees that are susceptible to the Emerald Ash Borer infestation.

Budget: $289,900 (Total Project Cost: $8,000,000)

Operating Budget Impact: In the near future, overtime for tree trimming should be reduced for a number of years until the replacement trees need significant pruning.

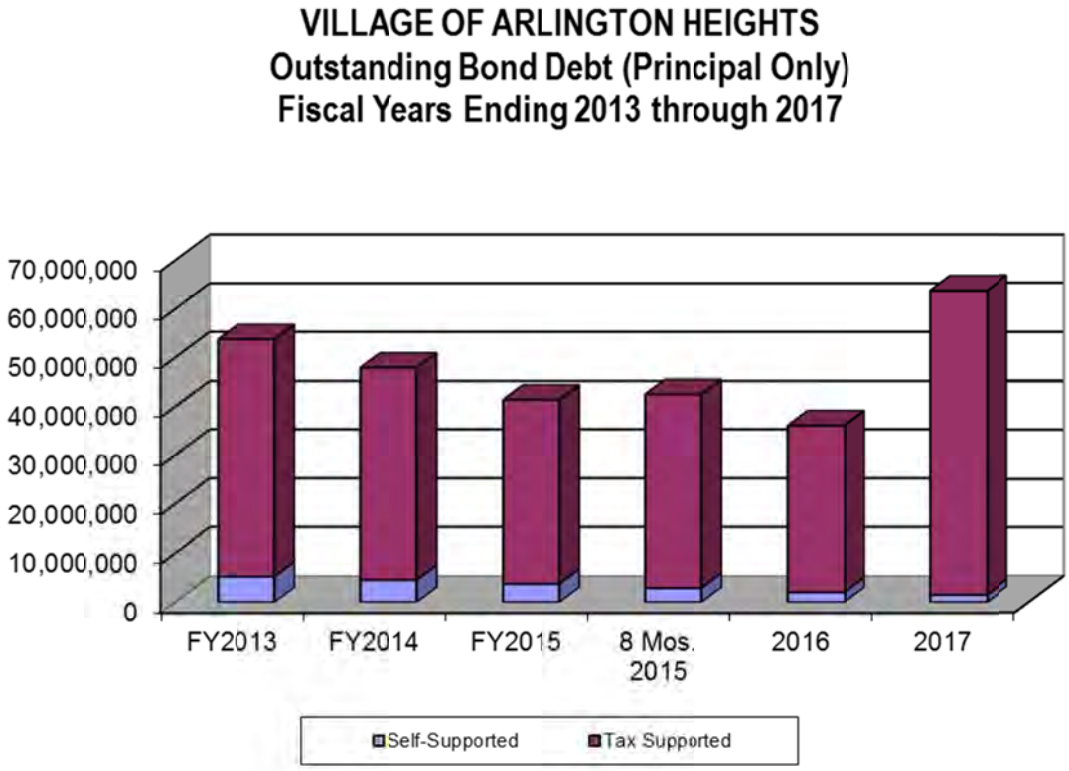
DEBT SUMMARY

OVERVIEW AND DEBT FINANCING PRINCIPLES

The Village of Arlington Heights has historically taken a conservative approach to debt financing. The goal of the Village's debt policy is to maintain the ability to provide high quality essential village services in a cost-effective manner. Policy makers weigh this goal against maintaining the ability to borrow at the lowest possible rates. The Village has used the following guidelines before financing projects with long-term debt:

- Staff conservatively projects the revenue sources to pay off the debt.
- The financing of the improvement will not exceed its useful life.
- The benefits of the improvement must outweigh its costs, including the interest costs of financing.

Through the application of these guidelines, the Village Board tests any demand on debt financing. Furthermore, the Village uses debt only to provide financing for essential and necessary capital projects. The chart below shows a brief history of the Village's outstanding bond debt.



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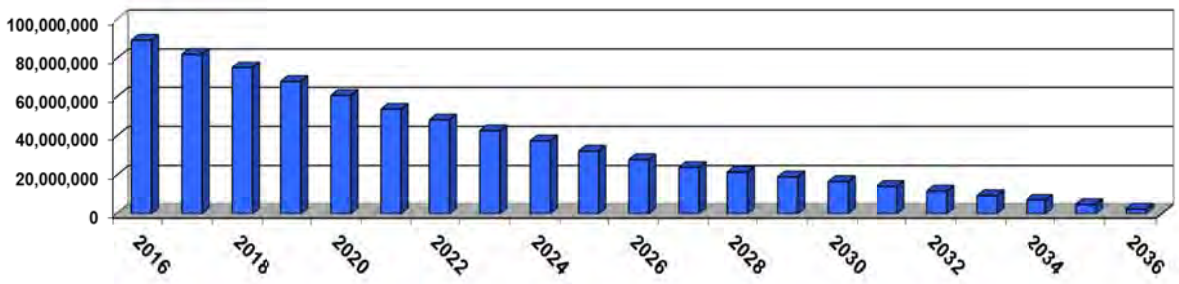
DEBT SUMMARY

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

Total Principal & Interest Outstanding
2016 through 2035
Includes Self-Supported (TIF, NWCD) and Tax Supported Debt



LEGAL DEBT MARGIN

The Village is a home rule municipality.

> Article VII, Section 6(k) of the 1970 Illinois Constitution governs computation of the legal debt margin.
>
> "The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property:..(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: …Indebtedness which is outstanding on the effective day (July, 1971) of this Constitution or which is thereafter approved by referendum…shall not be included in the foregoing percentage amounts."

To date the General Assembly has set no limits for home rule municipalities.

TYPES OF VILLAGE DEBT

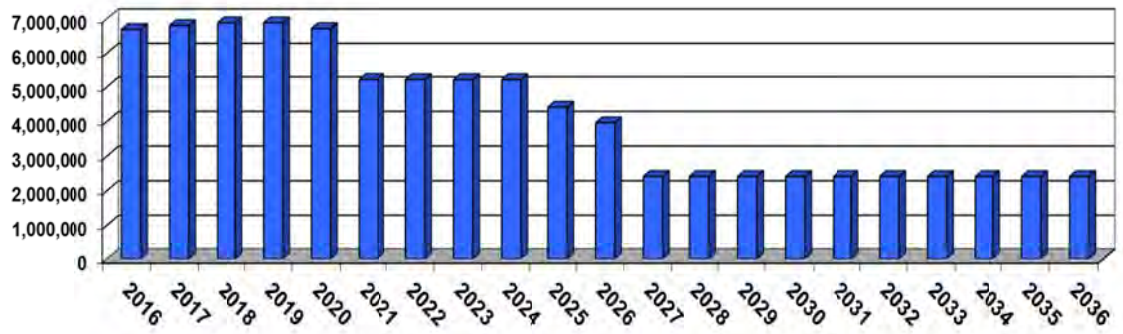
The Village's general obligation bond rating is Aa1 from Moody's Investors Service. A general obligation bond has the full faith and credit of the Village pledged. The general obligation alternate revenue bonds, which are a pledge of a specific revenue source, (i.e. utility taxes, sales taxes, water revenues) and a tax levy, carry the same rating. However, all other types of debt instruments are of a lesser credit quality and therefore have higher relative interest rates. An approximate ranking is as follows:

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

DEBT SUMMARY

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

Tax Supported Debt Service Payments by Fiscal Year
2010 Through 2026



CONCLUSION

The Village issues new debt only after careful consideration of the benefits of the capital project being financed and a conservative analysis of the revenue sources required to pay off the debt. By following these practices and by monitoring the total debt burden, the Village has been able to maintain a high bond rating, which equates to lower interest costs. The Village's overall financial health is good, and by following sound financial and management policies, the Village's Board and staff will emphasize continued efforts toward maintaining and improving the Village's financial performance in the coming years.

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

VILLAGE OF ARLINGTON HEIGHTS

SUMMARY OF OUTSTANDING BOND ISSUES

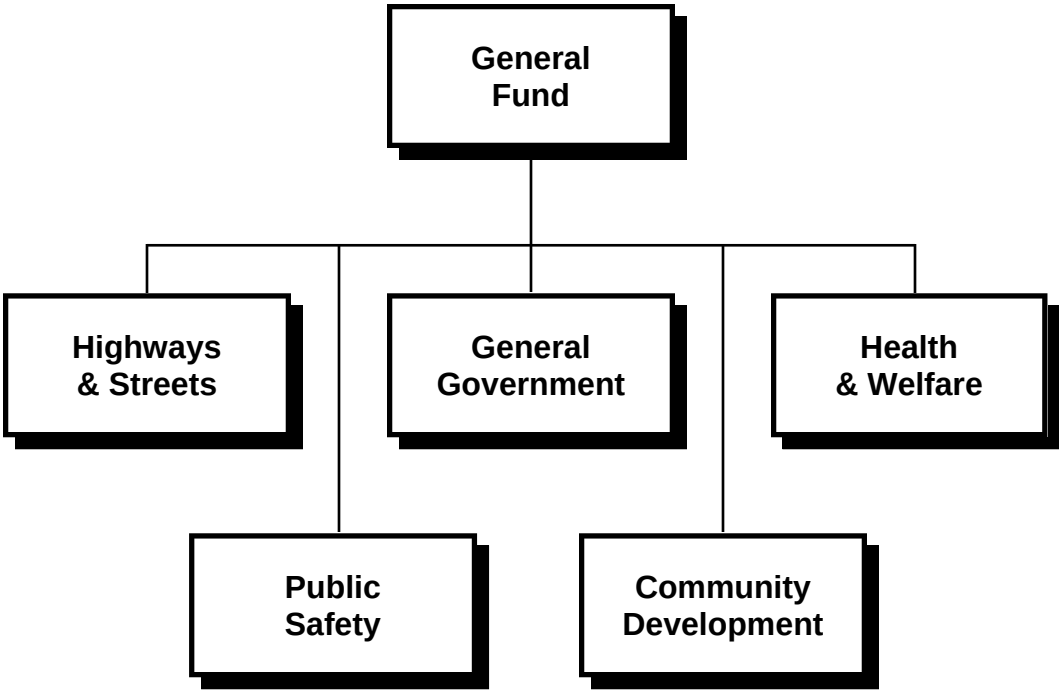
AS OF December 31, 2016

ISSUE	PURPOSE	AMOUNT ISSUED	MATURITY DATE	PRINCIPAL OUTSTANDING
2006A G. O. Refunding Bonds	Refunding of 1997C and 1998A Bonds	16,515,000	12/1/2018	675,000
2010 G. O. Refunding Bonds	Refunding of 2002A NW Central Dispatch Bonds	2,855,000	12/1/2022	1,545,000
2011 G. O. Refunding Bonds	Partial Refunding of 2004 Public Building Bonds	9,925,000	12/1/2026	9,545,000
2012A G. O. Refunding Bonds	Partial Refunding of 2004 Public Building Bonds	9,670,000	12/1/2022	8,520,000
2013 G. O. Refunding Bonds	Partial Refunding of 2006 Public Building Bonds	7,755,000	12/1/2019	5,550,000
2014 G. O. Road Improvement Bonds	Street resurfacing and sidewalk replacement	8,000,000	12/1/2020	5,035,000
2016 G.O. Police Station Bonds	Design and build new police station	32,900,000	12/1/2036	32,900,000
TOTAL ALL BONDS				**63,770,000**

ANNUAL DEBT SERVICE REQUIREMENTS

(PRINCIPAL AND INTEREST)

ISSUE	FUNDING SOURCE	FY2014 ACTUAL	FY2015 ACTUAL	8 Month Period Ending Dec. 2015 ACTUAL	2016 ACTUAL	2017 BUDGET
2003B Refunding of 1997B Senior Center	Property Tax	370,200	352,400	334,800	322,400	**0**
2004 Public Buildings	Property Tax	104,000	0	0	0	**0**
2006 Public Buildings	Property Tax	1,914,000	1,592,000	3,536,000	0	**0**
2006A Refunding of 1997C & 1998A	Property Tax	349,400	353,400	356,800	354,600	**357,000**
2009A Refunding of 2001	Property Tax	2,739,600	2,905,875	0	0	**0**
2009B Street Resurfacing	Property Tax	462,525	517,625	0	0	**0**
2011 Partial Refunding of 2004 Public Bldg	Property Tax	423,700	442,900	441,700	440,500	**439,300**
2012A Partial Refunding of 2004 Public Bldg	Property Tax	276,200	374,500	370,800	767,100	**1,170,400**
2013 Partial Refunding of 2006 Public Bldg	Property Tax	79,847	322,450	321,750	2,421,050	**2,242,000**
2014 Road Improvements	Property Tax	0	0	1,501,658	1,502,550	**1,501,050**
2016 Police Building	Property Tax	0	0	0	884,478	**1,094,200**
SUBTOTAL - PROPERTY TAX		6,719,472	6,861,150	6,863,508	6,692,678	**6,803,950**
2003A Refunding of 1997A TIF III	TIF Property Tax Increments	263,400	264,400	265,000	265,200	**0**
2005 TIF V	TIF Property Tax Increments	391,788	429,713	440,513	0	**0**
SUBTOTAL - TIF FUNDING		655,188	694,113	705,513	265,200	**0**
2010 Refunding of 2002A NWCDS Building	Northwest Central Dispatch Rent	278,788	275,563	281,800	282,300	**281,550**
SUBTOTAL - OPERATING REVENUE		278,788	275,563	281,800	282,300	**281,550**
TOTAL		7,653,447	7,830,825	7,850,821	7,240,178	**7,085,500**


General Fund
Highways & Streets
General Government
Health & Welfare
Public Safety
Community Development

► Fund at a Glance

This is the major operating fund of the Village. It accounts for police, fire, public works and other administrative and support operations.

Restrictions:

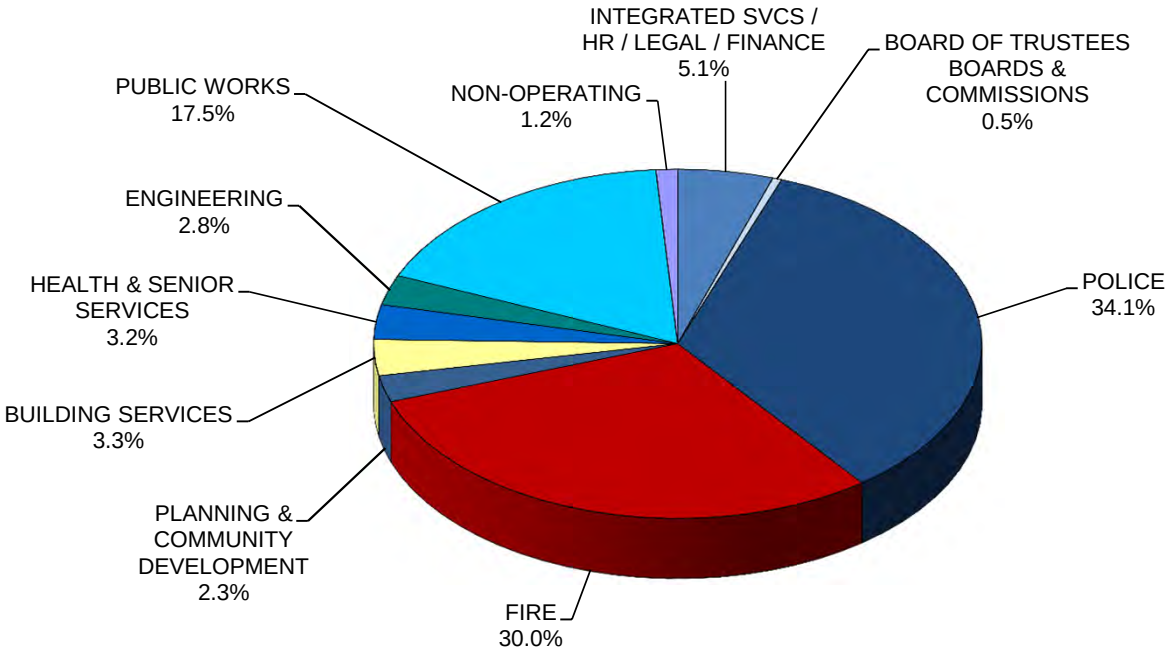
Except where either State or Federal law requires funds to be segregated into a separate fund, the General Fund becomes the major operating fund of the Village and includes everything that is not required to be accounted for in a separate fund in accordance with Generally Accepted Accounting Principles.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$60,311,368	$47,886,285	$60,784,000	$61,137,300	**$61,821,900**	$684,600	1.1%
Intergovernmental	238,365	160,693	118,000	98,000	**118,000**	20,000	20.4%
Licenses & Permits	3,795,020	2,876,737	3,732,000	3,631,400	**3,732,000**	100,600	2.8%
Fees	4,139,809	2,962,777	4,146,900	4,037,900	**4,178,900**	141,000	3.5%
Fines	690,998	431,564	611,100	603,200	**630,700**	27,500	4.6%
Service Charges	2,127,561	1,470,612	1,985,900	1,986,200	**2,043,700**	57,500	2.9%
Interest Income	86,869	37,517	95,000	100,000	**100,000**	0	0.0%
Sales/Reimbursable/Rents	188,683	105,140	143,700	142,800	**140,800**	(2,000)	(1.4%)
Other	455,001	349,970	292,900	315,700	**350,900**	35,200	11.1%
Total Revenues	**$72,033,672**	**$56,281,295**	**$71,909,500**	**$72,052,500**	**$73,116,900**	**$1,064,400**	**1.5%**
Interfund Transfers In	0	0	200,000	200,000	**294,600**	94,600	47.3%
Total Revenues and Interfund Transfers In	**$72,033,672**	**$56,281,295**	**$72,109,500**	**$72,252,500**	**$73,411,500**	**$1,159,000**	**1.6%**
Expenditures							
Personal Services	$54,279,961	$39,975,136	$56,545,451	$56,693,639	**$57,812,500**	$1,118,861	2.0%
Contractual Services	9,773,925	7,311,899	11,135,184	11,282,958	**11,368,900**	85,942	0.8%
Commodities	2,725,194	1,495,257	3,341,751	3,468,819	**2,918,100**	(550,719)	(15.9%)
Other Charges	947,207	789,429	1,273,953	1,271,300	**1,270,900**	(400)	(0.0%)
Total Expenditures	**$67,726,286**	**$49,571,721**	**$72,296,339**	**$72,716,716**	**$73,370,400**	**$653,684**	**0.9%**
Interfund Transfers Out	4,000,000	2,500,000	0	175,000	**0**	(175,000)	(100.0%)
Total Expenditures and Interfund Transfers Out	**$71,726,286**	**$52,071,721**	**$72,296,339**	**$72,891,716**	**$73,370,400**	**$478,684**	**0.7%**
Revenues over (under) Expenditures	**$307,386**	**$4,209,574**	**($186,839)**	**($639,216)**	**$41,100**	**$680,316**	**(106.4%)**
BEGINNING FUND BALANCE	**24,009,204**	**24,316,590**	**28,526,164**	**28,526,164**	**28,339,325**	**(186,839)**	**(0.7%)**
ENDING FUND BALANCE	**$24,316,590**	**$28,526,164**	**$28,339,325**	**$27,886,948**	**$28,380,425**	**$493,477**	**1.8%**

GENERAL FUND EXPENDITURE SUMMARY 101

Dept No.	General Fund	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Projected Budget 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
0101	Board of Trustees	178,181	105,318	169,900	176,200	**178,600**	2,400	1.4%
0201	Integrated Services	881,869	585,770	886,700	903,200	**930,400**	27,200	3.0%
0301	Human Resources	350,555	244,276	421,000	421,430	**387,700**	(33,730)	(8.0%)
0401	Legal	748,603	531,124	817,100	796,600	**763,900**	(32,700)	(4.1%)
0501	Finance	1,476,903	1,080,812	1,562,000	1,573,500	**1,640,200**	66,700	4.2%
1001	Boards & Commissions	163,660	106,339	192,821	198,100	**174,300**	(23,800)	(12.0%)
3001	Police/Police Grant	23,657,851	17,507,667	24,636,250	24,684,433	**25,023,600**	339,167	1.4%
3501	Fire	20,660,259	15,908,614	21,536,260	21,569,023	**21,968,500**	399,477	1.9%
4001	Planning	1,456,424	1,025,774	1,724,886	1,749,486	**1,793,600**	44,114	2.5%
4501	Building Services	2,097,519	1,463,264	2,312,300	2,386,500	**2,449,100**	62,600	2.6%
4502	Health Services	1,530,999	1,059,628	1,701,700	1,674,885	**1,833,400**	158,515	9.5%
4503	Senior Services	443,146	324,823	480,100	505,100	**520,100**	15,000	3.0%
5001	Engineering	1,608,947	1,144,075	1,888,572	1,889,372	**2,041,700**	152,328	8.1%
7101	Public Works	11,838,642	7,958,360	13,158,080	13,380,217	**12,820,300**	(559,917)	(4.2%)
9901	Non-Operating	4,632,730	3,025,877	808,670	983,670	**845,000**	(138,670)	(14.1%)
	TOTAL EXPENDITURES	71,726,286	52,071,721	72,296,339	72,891,716	**73,370,400**	478,684	0.7%
	TOTAL REVENUES	72,033,672	56,281,295	72,109,500	72,252,500	**73,411,500**	1,159,000	1.6%
	SURPLUS (DEFICIT)	307,386	4,209,574	(186,839)	(639,216)	**41,100**	680,316	(106.4%)
	BEGINNING FUND BALANCE	24,009,204	24,316,590	28,526,164	28,526,164	**28,339,325**	(186,839)	(0.7%)
	ENDING FUND BALANCE	24,316,590	28,526,164	28,339,325	27,886,948	**28,380,425**	493,477	1.8%



GENERAL FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-0000-401.03-00	Real Estate Tax IMRF	1,672,220	1,692,055	1,673,300	1,673,300	**1,737,100**	63,800	3.8%
101-0000-401.04-00	Real Estate Tax FICA	1,196,502	1,231,115	1,316,700	1,316,700	**1,351,300**	34,600	2.6%
101-0000-401.05-00	Real Estate Tax	9,087,613	9,209,983	0	0	**0**	0	N/A
101-0000-401.10-00	Police Pension	4,486,708	4,454,676	4,500,000	4,500,000	**3,994,000**	(506,000)	(11.2%)
101-0000-401.11-00	Fire Pension	4,946,723	4,994,212	5,100,000	5,100,000	**4,889,000**	(211,000)	(4.1%)
101-0000-401.12-00	Police Protection	0	0	4,512,500	4,512,500	**4,961,300**	448,800	9.9%
101-0000-401.13-00	Fire Protection	0	0	4,512,500	4,512,500	**4,961,300**	448,800	9.9%
	Real Estate Taxes	**21,389,766**	**21,582,041**	**21,615,000**	**21,615,000**	**21,894,000**	**279,000**	**1.3%**
101-0000-402.10-00	Hotel Tax	1,032,229	777,052	1,050,000	1,000,000	**1,050,000**	50,000	5.0%
101-0000-402.15-00	Admissions Tax	34,432	23,007	25,000	33,300	**25,000**	(8,300)	(24.9%)
101-0000-402.25-00	Food & Beverage Tax	2,003,859	1,437,299	1,947,400	2,064,000	**1,987,000**	(77,000)	(3.7%)
101-0000-402.30-00	Sales Tax Home Rule	5,482,969	3,829,608	5,426,000	5,649,000	**5,559,000**	(90,000)	(1.6%)
101-0000-402.35-00	Road & Bridge Tax	247,105	243,653	242,000	242,000	**242,000**	0	0.0%
101-0000-402.45-00	Telecommunications Tax	3,199,974	2,037,305	3,200,000	3,100,000	**3,200,000**	100,000	3.2%
101-0000-402.50-00	Electric Utility Tax	3,185,675	2,047,119	3,125,000	3,300,000	**3,200,000**	(100,000)	(3.0%)
101-0000-402.55-00	Natural Gas Utility Tax	2,314,043	780,629	2,034,000	2,200,000	**2,144,500**	(55,500)	(2.5%)
	Business Taxes	**17,500,286**	**11,175,672**	**17,049,400**	**17,588,300**	**17,407,500**	**(180,800)**	**(1.0%)**
101-0000-403.05-00	Sales Tax	12,060,996	8,423,387	12,568,000	12,425,000	**12,820,000**	395,000	3.2%
101-0000-403.06-00	Local Use Tax	1,520,258	1,147,270	1,600,000	1,462,000	**1,600,000**	138,000	9.4%
101-0000-403.10-00	Auto Rental Tax	30,084	19,784	30,000	20,000	**30,000**	10,000	50.0%
101-0000-403.15-00	State Income Tax	7,354,986	5,254,518	7,471,600	7,577,000	**7,670,400**	93,400	1.2%
101-0000-403.25-00	Replacement Tax	454,992	283,613	450,000	450,000	**400,000**	(50,000)	(11.1%)
	Intergovernmental Taxes	**21,421,316**	**15,128,572**	**22,119,600**	**21,934,000**	**22,520,400**	**586,400**	**2.7%**
	Total Taxes	**60,311,368**	**47,886,285**	**60,784,000**	**61,137,300**	**61,821,900**	**684,600**	**1.1%**
101-0000-411.35-00	Training Reimbursement	38,043	22,615	20,000	10,000	**20,000**	10,000	100.0%
101-0000-411.36-00	Task Force Reimbursement	35,764	13,701	25,000	15,000	**25,000**	10,000	66.7%
101-0000-411.53-00	State Charitable Game Tax	8,450	0	0	0	**0**	0	N/A
101-0000-411.70-00	Other Grants	133,108	101,377	50,000	50,000	**50,000**	0	0.0%
101-0000-411.80-00	Counselor in the Park	23,000	23,000	23,000	23,000	**23,000**	0	0.0%
	Total Intergovernmental	**238,365**	**160,693**	**118,000**	**98,000**	**118,000**	**20,000**	**20.4%**
101-0000-421.05-00	Vehicle License	1,290,954	1,061,100	1,276,000	1,276,000	**1,276,000**	0	0.0%
101-0000-421.10-00	Business License	701,827	457,849	694,000	694,000	**694,000**	0	0.0%
101-0000-421.15-00	Dog License	67,684	54,450	66,000	66,000	**66,000**	0	0.0%
101-0000-421.20-00	Liquor License	432,295	3,516	425,000	425,000	**425,000**	0	0.0%
101-0000-421.25-00	Public Chauffeur License	2,960	320	3,000	3,700	**3,000**	(700)	(18.9%)
101-0000-421.30-00	Multiple Dwelling License	66,896	40,621	67,000	75,000	**67,000**	(8,000)	(10.7%)
	Licenses	**2,562,616**	**1,617,856**	**2,531,000**	**2,539,700**	**2,531,000**	**(8,700)**	**(0.3%)**
101-0000-422.05-00	Building Permits	859,979	1,005,391	875,000	800,000	**875,000**	75,000	9.4%
101-0000-422.07-00	Foundation Only Permits	0	264	0	0	**0**	0	N/A
101-0000-422.10-00	Electrical Permits	113,017	70,844	110,000	100,000	**110,000**	10,000	10.0%
101-0000-422.15-00	Plumbing Permits	92,160	56,216	82,000	72,000	**82,000**	10,000	13.9%
101-0000-422.20-00	Sign Permits	17,140	9,520	10,000	10,000	**10,000**	0	0.0%
101-0000-422.25-00	Elevator Permits	94,623	62,216	80,000	70,000	**80,000**	10,000	14.3%
101-0000-422.30-00	Occupancy Permits	25,430	17,460	20,000	18,500	**20,000**	1,500	8.1%
101-0000-422.35-00	Driveway Permits	2,003	1,542	1,600	1,600	**1,600**	0	0.0%
101-0000-422.45-00	Air Conditioning Permits	12,774	8,310	10,000	10,000	**10,000**	0	0.0%
101-0000-422.50-00	Swimming Pool Permits	4,806	3,057	3,000	1,500	**3,000**	1,500	100.0%
101-0000-422.60-00	Chimney Permits	3,000	1,807	2,000	1,700	**2,000**	300	17.6%

GENERAL FUND

REVENUES

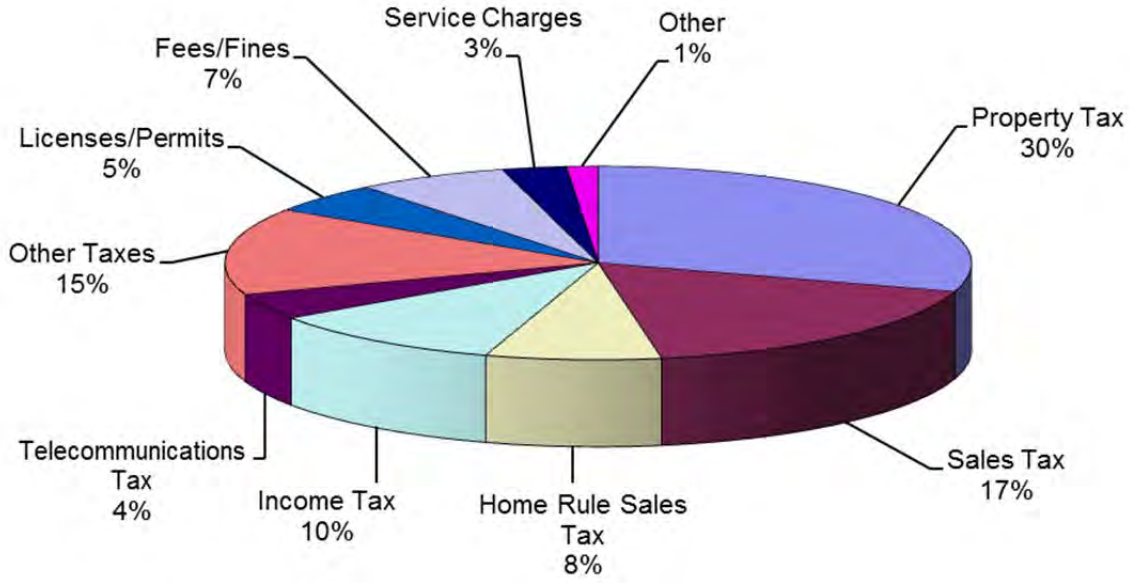
Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
Licenses & Permits (continued)								
101-0000-422.65-00	Wrecking Permits	7,125	8,125	7,000	6,000	**7,000**	1,000	16.7%
101-0000-422.70-00	Other Permits	347	564	400	400	**400**	0	0.0%
	Permits	**1,232,404**	**1,245,316**	**1,201,000**	**1,091,700**	**1,201,000**	**109,300**	**10.0%**
	Total Licenses & Permits	**3,795,020**	**2,863,172**	**3,732,000**	**3,631,400**	**3,732,000**	**100,600**	**2.8%**
101-0000-431.30-00	Lien Recording Fees	350	0	300	300	**300**	0	0.0%
101-0000-431.34-00	Cable Franchise Fees	1,474,211	1,055,369	1,475,000	1,400,000	**1,500,000**	100,000	7.1%
101-0000-431.38-00	Photocopy Fees	0	0	200	200	**200**	0	0.0%
101-0000-431.38-01	FOIA Photocopy Fees	9	30	0	0	**0**	0	N/A
101-0000-431.40-00	Other Fees	36,850	44,290	38,000	35,000	**38,000**	3,000	8.6%
101-0000-431.50-00	Special PW Detail Fees	8,321	5,799	7,100	7,100	**7,300**	200	2.8%
	General Govern Fees	**1,519,741**	**1,105,488**	**1,520,600**	**1,442,600**	**1,545,800**	**103,200**	**7.2%**
101-0000-432.02-00	Plan Commission Hearing	19,610	15,350	18,000	18,000	**18,000**	0	0.0%
101-0000-432.06-00	Rezoning Zoning Variation	10,760	5,100	9,000	9,000	**9,000**	0	0.0%
101-0000-432.08-00	Plan Examination Fees	75,783	46,280	70,000	70,000	**70,000**	0	0.0%
101-0000-432.09-00	Fire Plan Examination Fee	61,228	36,850	60,000	60,000	**60,000**	0	0.0%
101-0000-432.12-00	Engineering Service Fees	47,425	97,126	70,000	60,000	**60,000**	0	0.0%
	Comm Develop Fees	**214,806**	**200,706**	**227,000**	**217,000**	**217,000**	**0**	**0.0%**
101-0000-433.14-00	Ambulance Service Fees	1,635,878	1,120,958	1,640,000	1,625,000	**1,650,000**	25,000	1.5%
101-0000-433.16-00	Special Police Detail Fee	226,446	186,212	219,900	219,900	**225,400**	5,500	2.5%
101-0000-433.18-00	Police Counselor Fees	305,792	202,848	315,000	315,000	**315,000**	0	0.0%
101-0000-433.19-00	Police Records Fees	9,231	5,786	10,000	10,000	**10,000**	0	0.0%
101-0000-433.20-00	Special Fire Detail Fees	56,262	38,992	52,700	52,700	**54,000**	1,300	2.5%
101-0000-433.22-00	False Alarm Fees	66,295	37,575	53,000	43,000	**53,000**	10,000	23.3%
101-0000-433.23-00	Haz-Mat Inspection/Review	115	0	0	0	**0**	0	N/A
101-0000-433.24-00	Chemical Users Fee	10,750	7,895	10,000	10,000	**10,000**	0	0.0%
101-0000-433.26-00	DUI Administrative Fee	87,000	65,055	90,000	90,000	**90,000**	0	0.0%
	Public Safety Fees	**2,397,769**	**1,665,321**	**2,390,600**	**2,365,600**	**2,407,400**	**41,800**	**1.8%**
101-0000-434.26-00	Health Inspection Fees	0	0	0	0	**0**	0	N/A
101-0000-434.28-00	Weed Cutting Fees	7,243	4,602	8,000	12,000	**8,000**	(4,000)	(33.3%)
101-0000-434.32-00	Animal Detention Fees	250	225	700	700	**700**	0	0.0%
	Health & Welfare Fees	**7,493**	**4,827**	**8,700**	**12,700**	**8,700**	**(4,000)**	**(31.5%)**
	Total Fees	**4,139,809**	**2,976,342**	**4,146,900**	**4,037,900**	**4,178,900**	**141,000**	**3.5%**
101-0000-441.05-00	Traffic Court Fines	294,637	200,903	275,000	250,000	**285,000**	35,000	14.0%
101-0000-441.10-00	Dog Fines	30	0	100	100	**100**	0	0.0%
101-0000-441.15-00	Parking Fines	284,861	169,829	250,000	250,000	**250,000**	0	0.0%
101-0000-441.15-01	Parking Fines Amnesty	23,611	16,664	20,000	0	**20,000**	20,000	N/A
101-0000-441.22-00	Compliance Ticket Fines	5,554	4,174	5,500	8,000	**5,500**	(2,500)	(31.3%)
101-0000-441.25-00	Ordinance Ticket Fines	61,725	28,220	50,000	75,000	**60,000**	(15,000)	(20.0%)
101-0000-441.30-00	Crime Prevention Fines	200	35	500	100	**100**	0	0.0%
101-0000-441.35-00	Other Fines	20,381	11,739	10,000	20,000	**10,000**	(10,000)	(50.0%)
	Total Fines	**690,999**	**431,564**	**611,100**	**603,200**	**630,700**	**27,500**	**4.6%**

GENERAL FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-0000-451.05-00	Service Charge Escrow	3,993	2,190	2,500	2,500	**2,500**	0	0.0%
101-0000-451.10-00	Service Charge Guaranty	1,468	722	1,200	1,500	**1,500**	0	0.0%
101-0000-451.15-00	Service Charge Parking	326,100	225,100	346,000	346,000	**356,400**	10,400	3.0%
101-0000-451.30-00	Service Charge Water	1,481,000	1,022,000	1,571,200	1,571,200	**1,618,300**	47,100	3.0%
101-0000-451.35-00	Service Charge TIF	115,000	87,100	65,000	65,000	**65,000**	0	0.0%
101-0000-451.45-00	Service Charge SWANCC	200,000	133,500	0	0	**0**	0	N/A
	Total Charges for Services	**2,127,561**	**1,470,612**	**1,985,900**	**1,986,200**	**2,043,700**	**57,500**	**2.9%**
101-0000-461.02-00	Interest on Investments	40,611	36,371	45,000	50,000	**50,000**	0	0.0%
101-0000-462.10-00	Market Value Adjustments	46,258	1,146	50,000	50,000	**50,000**	0	0.0%
	Total Interest Income	**86,869**	**37,517**	**95,000**	**100,000**	**100,000**	**0**	**0.0%**
101-0000-471.14-00	Property Damage Claims	0	0	100	100	**100**	0	0.0%
101-0000-471.16-00	Damage to Lights Signs	72,663	28,731	35,000	35,000	**35,000**	0	0.0%
101-0000-471.18-00	Damage to Trees	3,201	2,061	3,000	3,000	**3,000**	0	0.0%
	Property Damage	**75,864**	**30,792**	**38,100**	**38,100**	**38,100**	**0**	**0.0%**
101-0000-472.24-00	Sale of Equipment	0	3,809	2,500	0	**0**	0	N/A
101-0000-472.28-00	Sale of Scrap	2,453	2,240	1,500	1,500	**1,500**	0	0.0%
101-0000-472.34-00	Sale of Signs	0	30	100	100	**100**	0	0.0%
101-0000-472.36-00	Sale of Plans Bid Specs	1,925	978	1,400	1,000	**1,000**	0	0.0%
101-0000-472.38-00	Sale of Printed Matter	8	40	100	100	**100**	0	0.0%
101-0000-472.82-00	Rents and Concessions	86,244	49,916	80,000	80,000	**80,000**	0	0.0%
101-0000-472.82-01	Train Station Rents	12,200	9,130	10,000	10,000	**10,000**	0	0.0%
	Sales & Rents	**102,830**	**66,143**	**95,600**	**92,700**	**92,700**	**0**	**0.0%**
101-0000-473.05-00	Traffic Signal Control Maint	9,988	8,205	10,000	12,000	**10,000**	(2,000)	(16.7%)
	Reimbursables	**9,988**	**8,205**	**10,000**	**12,000**	**10,000**	**(2,000)**	**(16.7%)**
	Total Sales/Reimbursables	**188,682**	**105,140**	**143,700**	**142,800**	**140,800**	**(2,000)**	**(1.4%)**
101-0000-483.10-00	NWCH in Lieu of RE Tax	185,613	194,893	204,600	204,600	**214,800**	10,200	5.0%
101-0000-483.46-00	Senior Center	9,047	4,936	5,000	5,000	**5,000**	0	0.0%
101-0000-483.59-00	Disabled Citizen Donation	486	0	300	100	**100**	0	0.0%
	Donations	**195,146**	**199,829**	**209,900**	**209,700**	**219,900**	**10,200**	**4.9%**
101-0000-484.16-00	Class 6B Rebate	0	0	5,000	30,000	**40,000**	10,000	33.3%
101-0000-484.48-00	Wellness Programs	30,435	13,331	20,000	20,000	**25,000**	5,000	25.0%
101-0000-484.49-00	Wellness Home Visits	6,044	4,747	6,000	6,000	**6,000**	0	0.0%
101-0000-484-50-00	Affordable Housing Trust	75,994	30,379	0	0	**0**	0	N/A
101-0000-484.61-00	A H Emergency Assistance	35,650	25,800	12,000	10,000	**20,000**	10,000	100.0%
	Special Operations	**148,123**	**74,257**	**43,000**	**66,000**	**91,000**	**25,000**	**37.9%**
101-0000-489.85-00	Bad Debt Recovery	12,021	7,858	10,000	10,000	**10,000**	0	0.0%
101-0000-489.90-00	Other Income	99,711	68,026	30,000	30,000	**30,000**	0	0.0%
	Other	**111,732**	**75,884**	**40,000**	**40,000**	**40,000**	**0**	**0.0%**
	Total Other	**455,001**	**349,970**	**292,900**	**315,700**	**350,900**	**35,200**	**11.1%**
101-0000-491.05-00	Operating Transfer In	0	0	200,000	200,000	**294,600**	94,600	47.3%
	Total Other Financing	**0**	**0**	**200,000**	**200,000**	**294,600**	**94,600**	**47.3%**
	Total General Fund	**72,033,674**	**56,281,295**	**72,109,500**	**72,252,500**	**73,411,500**	**1,159,000**	**1.6%**

GENERAL FUND REVENUE - Notes



ANALYSIS OF GENERAL FUND REVENUES

Summary

The Village of Arlington Heights has worked to maintain a strong General Fund balance over the years. This has helped the Village preserve a higher credit rating by having monies available to fund extraordinary expenditures or losses. Since sales and income tax receipts represent such a significant portion of the Village's General Fund revenues and can vary significantly depending on the conditions of the economy, maintaining an adequate fund balance level is even more important during these times. The Village's financial policies include a provision to maintain at least a 25% reserve in the General Fund. The fund balance as of the end of FY2016 is projected to be 39% of General Fund expenditures.

There are a couple of other revenue sources which the Village has yet to enact and which could conservatively produce an additional $4.225 million per year as shown below:

- ► The existing Home Rule Sales Tax of 1% could be increased ¼% to produce approximately $1,700,000 of additional revenue on an annual basis.

- ► A Real Estate Transfer Tax at the rate of $3.00 for each $1,000 of value could produce at least $1,125,000 of additional revenue on an annual basis.

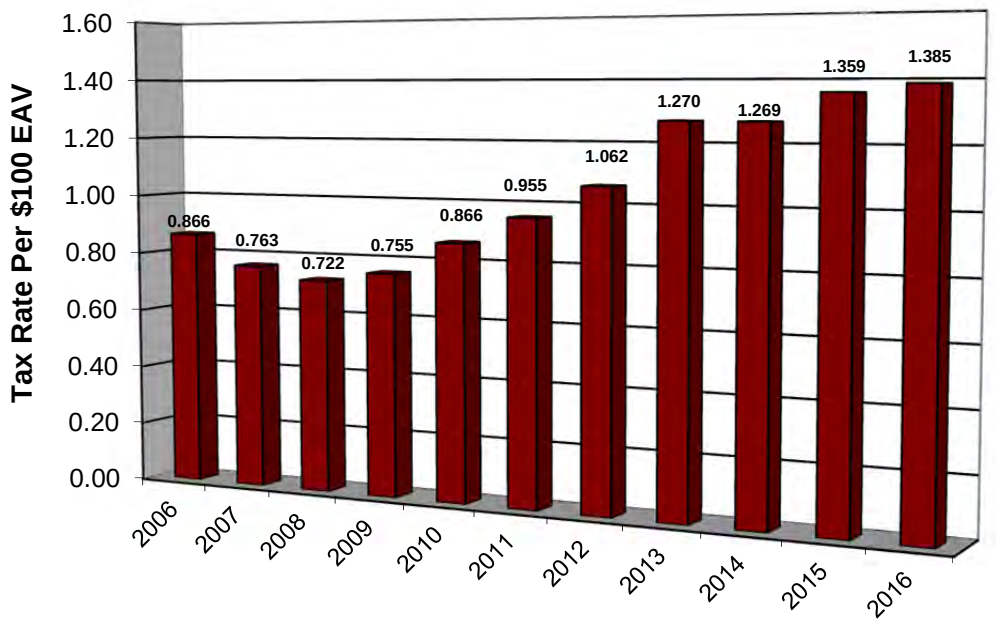
- ► The Food & Beverage Tax of 1.25% could be increased to 2% and would produce at least $1,600,000 of additional revenue on an annual basis.

Annually, fees for Village services are reviewed to insure charges are adequate to offset the cost of providing these services to residents and the general public.

401.03 – 401.11 Real Estate Tax

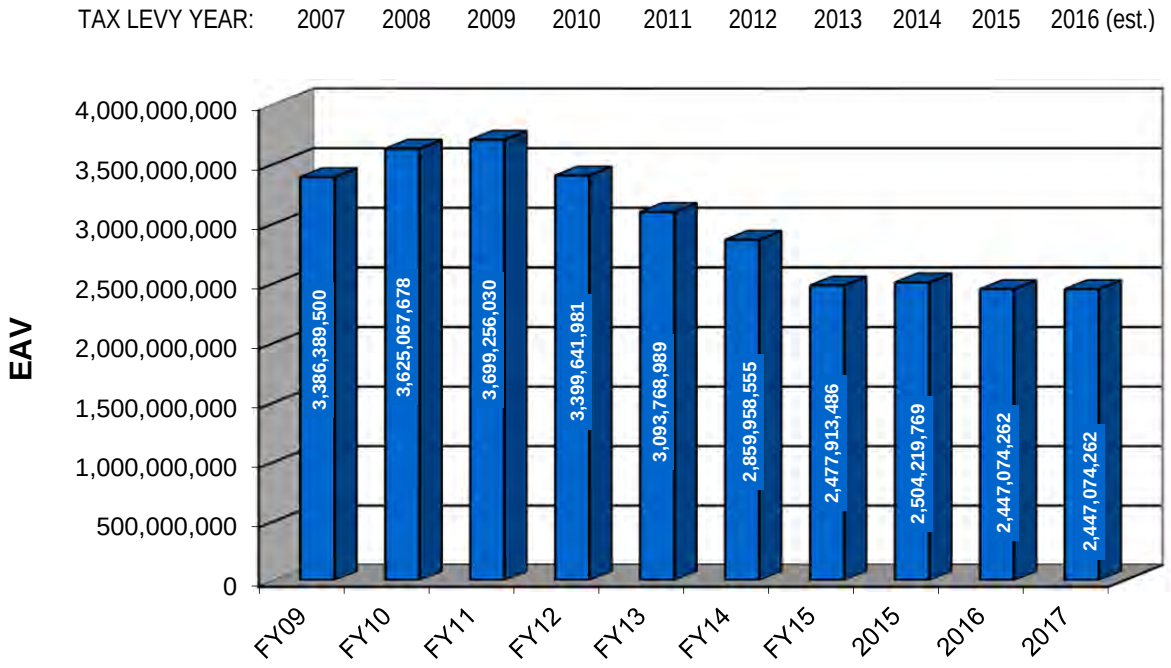
Property tax receipts represent about 30% of the Village's General Fund income and 17% of the Village's total income from all funds. The Village's levy represents only 12% of a property owner's total property tax bill.

REAL ESTATE PROPERTY TAX RATE



As shown above, the Village's estimated 2016 tax rate payable in 2017 is 1.385 per $100 of equalized assessed valuation (EAV). The tax rate may fluctuate due to assessed value changes by Cook County.

EQUALIZED ASSESSED VALUE



The levy, which corresponds to this 2017 budget, will be levied in December 2016. Property owners will pay this tax in two installments in March and September 2017. A breakdown of the Village's total tax levy is as follows:

	Extended 2015 Levy for 2016	Proposed 2016 Levy for 2017	Change
Village			
Police Protection	4,557,625	4,961,300	8.86%
Fire Protection	4,557,625	4,961,300	8.86%
IMRF	1,690,033	1,737,100	2.78%
FICA	1,329,867	1,351,300	1.61%
Police Pension	4,545,000	3,994,000	(12.12%)
Fire Pension	5,151,000	4,889,000	(5.09%)
Capital Improvemer	4,500,000	5,200,000	15.56%
Public Building	308,913	0	N/A
Debt Service	6,608,105	6,803,950	2.96%
Total	33,248,168	33,897,950	1.95%
Library	13,830,091	13,830,091	0.00%
Total Tax Levy	47,078,259	47,728,041	1.38%

The Village and Library's total 2016 property tax levy that will be accounted for in 2017 reflects a 1.38% percent increase. The Village's annual tax levy is comprised of discretionary and non-discretionary components. The pension levies including IMRF, Social Security, Police Pension and Fire Pension are

mandated by the State or required by federal law. The IMRF and Police and Fire Pension levies are calculated by outside actuaries to determine annual required payments to cover current and unfunded pension obligations. The debt service levy is another non-discretionary levy that reflects the annual principal and interest the Village is obligated to pay on its outstanding bonds.

The only discretionary levies that the Village can realistically control on an annual basis are the Police and Fire Protection levies in the General Fund and the Capital Improvement levy. The Capital Improvement levy is a revenue source for the Village's capital program, and about 78% of the 2017 Capital Projects Fund budget is proposed to be used for street and signal projects.

402.10 Hotel Tax

This tax is administered by the Village of Arlington Heights through its Home Rule powers. From FY1997 through FY2009, 10% of all prior year hotel tax collections were invested in the Meet Chicago Northwest regional convention bureau to facilitate future hotel bookings. Due to the Village's financial constraints this amount was reduced in FY2010 to 6%. This percentage was increased to 7% in FY2013 and increased to 8% in FY2014. Currently the percentage is 8% and the 2017 budget is at 8%.

402.15 Admissions Tax

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

402.25 Food & Beverage Tax

Retail sale of prepared food and liquor, which includes all liquor sold at retail either for consumption on premises or sold in its original packaging for consumption off premises, and all food including alcoholic and non-alcoholic beverages which is prepared for immediate consumption and which may be consumed either on and/or off the premises is subject to a 1.25% tax in addition to general sales taxes. This tax was created by the Village's Home Rule powers and 25% of this tax rate is accounted for in the Arts, Entertainment & Events Fund as a dedicated funding source.

402.35 Road & Bridge Tax

This tax is levied through the Township and by State Statute. Half of the levy is distributed to municipalities within the township based on assessed values.

402.45 Telecommunications Tax

As of January 2003, all telecommunication providers were required to charge a 1% to 6% telecommunications tax based on the individual municipalities local ordinances and the fee was renamed the Simplified Municipal Telecommunications Tax. This fee is then remitted to the State, which distributes the funds to the municipalities after subtracting an administrative charge. The Village Board chose to increase this tax to 6% effective January 2003.

402.50 Electric Utility Tax and 402.55 Natural Gas Utility Tax

The Village's electric and natural gas utility taxes are imposed upon the privilege of using or consuming electricity or natural gas acquired in a purchase at retail and used or consumed within the corporate limits of the Village. The utility taxes are calculated based on kilowatt hours or therms used.

403.05 Sales Tax and 402.30 Home Rule Sales Tax

Sales Tax	Amount	% Inc (Dec)
FY2012 (Actual)	10,519,988	1.4%
FY2013 (Actual)	10,333,345	(1.8%)
FY2014 (Actual)	11,488,156	11.2%
FY2015 (Actual)	12,060,996	5.0%
8-Mo. Dec. 2015 (Actual)	8,423,387	(30.2%)
2016 (Est Actual)	12,568,000	4.2%
2017 (Budget)	12,820,000	2.0%

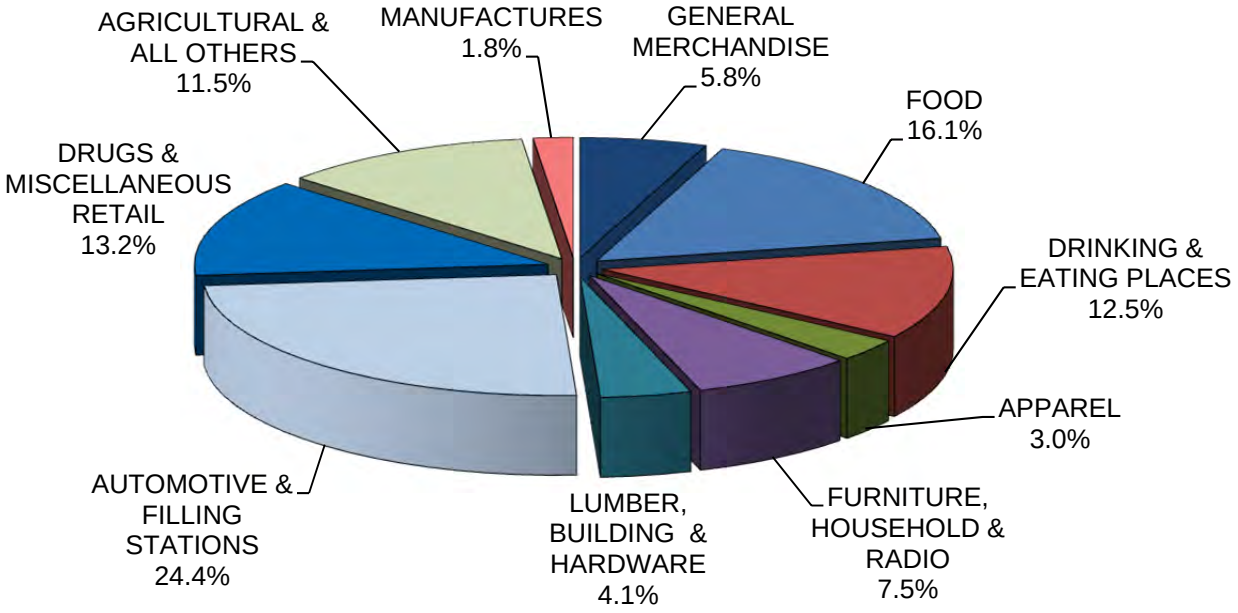
Home Rule Sales Tax (General Fund Portion)	Amount	% Inc (Dec)
FY2012 (Actual)	5,172,893	4.9%
FY2013 (Actual)	4,935,567	(4.6%)
FY2014 (Actual)	5,276,167	6.9%
FY2015 (Actual)	5,482,969	3.9%
8-Mo. Dec. 2015 (Actual)	3,829,608	(30.2%)
2016 (Est Actual)	5,426,000	(1.0%)
2017 (Budget)	5,559,000	2.5%

Sales Tax and Home Rule Sales Tax revenues represent the second largest revenue source or about 25% of the Village's General Fund income. Items, except food and drugs, in Arlington Heights are subjected to a 10.00% sales tax. In April 2008 the RTA increased their share of the sales tax rate .25% to a total of 1.00%. In July 2008 Cook County increased their share of the sales tax rate by 1% to a total of 1.75% and then reduced that rate by .50% in July 2010, by .25% in January 2012, and by .25% in January 2013 for a total of .75%. Then in January 2016 Cook County increased their share of the sales tax rate by 1% to a total of 1.75%. In January 2010 the Village's Home Rule Sales Tax was increased from .75% to 1%. Sales taxes are imposed upon all retail sales and upon all persons engaged in the business of making sales of services within the Village's corporate limits. These taxes are collected by the State and divided among the taxing districts as follows:

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

*Note: The municipal tax is credited to the General Fund. 75% of the home rule tax is credited to the General Fund and 25% of the home rule tax is credited to the Capital Projects Fund.

Sales Tax by Source
Calendar Year 2015



Budget Assumptions – 2016 sales tax receipts (excluding home rule sales tax) are coming in better than the prior year's receipts. The 2017 budget projects a general annualized increase in sales tax receipts of 3% due to the opening of a new Lexus dealership.

403.06 Local Use Tax

The Village receives a share of the total collections of the State use tax that is extended to items purchased outside of Illinois. The State distributes this tax on a per capita basis and projects no change for this revenue source.

403.15 State Income Tax

	Amount	% Inc (Dec)
FY2012 (Actual)	6,135,155	2.3%
FY2013 (Actual)	6,768,141	10.3%
FY2014 (Actual)	7,318,303	8.1%
FY2015 (Actual)	7,354,986	0.5%
8-Mo. Dec. 2015 (Actual)	5,254,518	(28.6%)
2016 (Est Actual)	7,471,600	1.6%
2017 (Budget)	7,670,400	2.7%

Income tax receipts represent approximately 10% of the Village's General Fund income. Local governments in Illinois receive a 1/10 share of all State income tax receipts. This amount is allocated on a per capita basis to all municipalities. Before any distributions to municipalities, a reserve is set aside by the State of Illinois for income tax refunds.

Budget Assumptions – To prepare the 2017 budget for income tax receipts, three key elements were assumed:

Population – Income tax receipts are distributed based on the Village's population. Arlington Heights' most recent population used by the State is 75,101 (2010 Census).

Municipality's share of income tax receipts – Under current law, municipalities are entitled to 1/10 of income tax receipts. It is assumed that this ratio will remain unchanged.

Inflation – A 1% annualized improvement over the 2016 projected actual amount is assumed for 2017. This assumes the current unemployment rate will continue to stabilize this fiscal year.

403.25 Replacement Tax

The Personal Property Replacement Tax (PPRT) is received directly from the State. It is derived from corporate income and as such is directly related to the economy.

421.05 Vehicle License

The State of Illinois is somewhat unique in that it granted all municipalities the ability to license or tax vehicles regardless of Home Rule authority. The Village license for a passenger car is $30. Various other license categories exist depending on the type of vehicle and the status of its operator.

421.10 Business License

All businesses, with the exception of those professions licensed by the State (doctors, lawyers, real estate agents) are required to be licensed. The license fee is based on a sliding scale according to the square footage of the business site.

421.30 Multiple Dwelling License

This fee is for the Village's multiple family dwelling license and inspection program. An annual license fee consisting of $13 per unit or a minimum of $60 per building is assessed.

422.05 Building Permits, 422.10 Electrical & 422.15 Plumbing Permits

These permits are activity-based and as such, are subject to economic conditions. The Village has taken a conservative approach to budgeting for these revenues. Historically, additions and renovations generate a fairly flat but consistent revenue stream.

422.25 Elevator Permits

In addition to the new construction of elevators, the Village or its contractor annually inspect all elevators in the Village for safety and compliance purposes. The annual permit fee is $100 per elevator.

422.30 Occupancy Permits

At the conclusion of new construction, before individuals may use a new structure, a final inspection must be completed by the Building Department. Approval by the Building Department to "occupy" a structure for its intended use generates an occupancy permit at a cost of $60 for single-family homes and $120 for multi-family, commercial and industrial structures.

431.34 Cable Franchise Fees

Arlington Heights is fortunate to have three cable TV providers for its residents to choose from. Currently, Wide Open West, Comcast and AT&T are the service providers. A 5% fee on gross revenues of the provider allows that provider to use Village right-of-way for installation of cable wire to provide service.

432.08 Plan Examination Fees

Before building permits can be issued for construction, plans or drawings must be reviewed by the Building Department or its contractor. These fees are based on the complexity of the structure and have a minimum fee of $30.

432.12 Engineering Service Fees

In addition to the Building Department overseeing construction activities, the Engineering Department assists on matters concerning elevation, drainage, water detention and sewer transmission. These fees are calculated at the permit issuance stage and collected in advance. Inspections are completed as needed until construction is finished.

433.14 Ambulance Service Fees

Arlington Heights maintains four ambulance companies on a 24-hour, seven-day-a-week basis. Fees for this service help offset the cost of providing the equipment and personnel necessary. A flat rate of $400 for residents and $600 for non-residents per Basic Life Support (BLS) call is billed to the recipient. Advanced medical service calls are billed at a slightly higher rate at $450 for residents and $650 for non-residents. Medicare assignments are accepted from service recipients.

433.16 Special Police Detail Fee

Private institutions may request special police services at their expense. These instances are usually for traffic or crowd control. The cost of providing the service is reimbursed to the Village.

433.18 Police Counselor Fees

In conjunction with School District 214, two and one half police officers are assigned to a high school or alternative learning center within Village boundaries. The Northwest Suburban Special Education Organization (NSSEO) also has one Police Officer assigned to Timber Ridge School. Both of these organizations reimburse the Village based on the average salary of police officers in the surrounding areas.

433.22 False Alarm Fees

Malfunctioning commercial and residential alarm systems cause public safety personnel delayed response times to emergencies. Fines from $25 to $500 are assessed against repeat offenders in an effort to have alarms maintained in good working order.

433.26 DUI Administrative Fee

The added requirements to complete the administrative process on these types of violations will incur a $500 fee per occurrence.

441.05 Traffic Court Fines

The fines are collected by the Circuit Court of Cook County and distributed to the municipality issuing the citation. On a monthly basis, fines are distributed to municipalities after the County deducts a service charge.

441.15 Parking Fines

Citations issued for illegal parking that are not contested in court are recorded in this account. Handicap parking space violations are currently $250 per State Statute. Time violation and commuter pay box violation fines are recorded in the Parking Fund. Typical parking fines begin at $25.

441.22 Compliance Ticket Fines

Citations issued for vehicular equipment failure are recorded in this account. No fine is assessed if the equipment is repaired in a timely manner. Only after non-compliance does the fee take effect.

441.25 Ordinance Ticket Fines

Violations of Village ordinances, other than of a vehicle nature, are recorded here. Local ordinances regulate activities ranging from trash pickup to animal nuisance complaints.

451.05 Service Charge – Escrow Deposits

Escrow funds are collected from developers to insure the successful completion of construction projects and public improvements (streets, sidewalks, sewers). Interest on these deposits is recorded in this account, as the Village is not required to pay interest to the owner while holding the deposit.

451.10 Service Charge – Guaranty Deposits

Guaranty Deposits are similar to escrow deposits above except they are generally for single-family home improvements. Again, interest on deposits is credited to the Village and the initial deposit is returned to the homeowner after successful completion of the project.

451.15 – 451.45 Service Charge – Parking, Water, SWANCC

These service charges cover an allocation for administrative and operating expenditures paid out of the General Fund. Staff completely dedicated to a specific operation are charged directly to that fund/operation.

461.02 Interest on Investments

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

472.82 Rents & Concessions

Village owned property not immediately needed for Village operations is leased to private parties at market rates. Charges for apparatus affixed to public buildings are recorded here. Businesses operating in Village owned facilities are assessed a rental fee.

483.10 NWCH in Lieu of RE Tax

Per an agreement with the non-profit Northwest Community Hospital, the hospital contributes an amount based on what its property tax payment would have been to the Village of Arlington Heights had the hospital been a "for profit" operation. By agreement the amount is increased 5% each year.

484.48 Wellness Programs

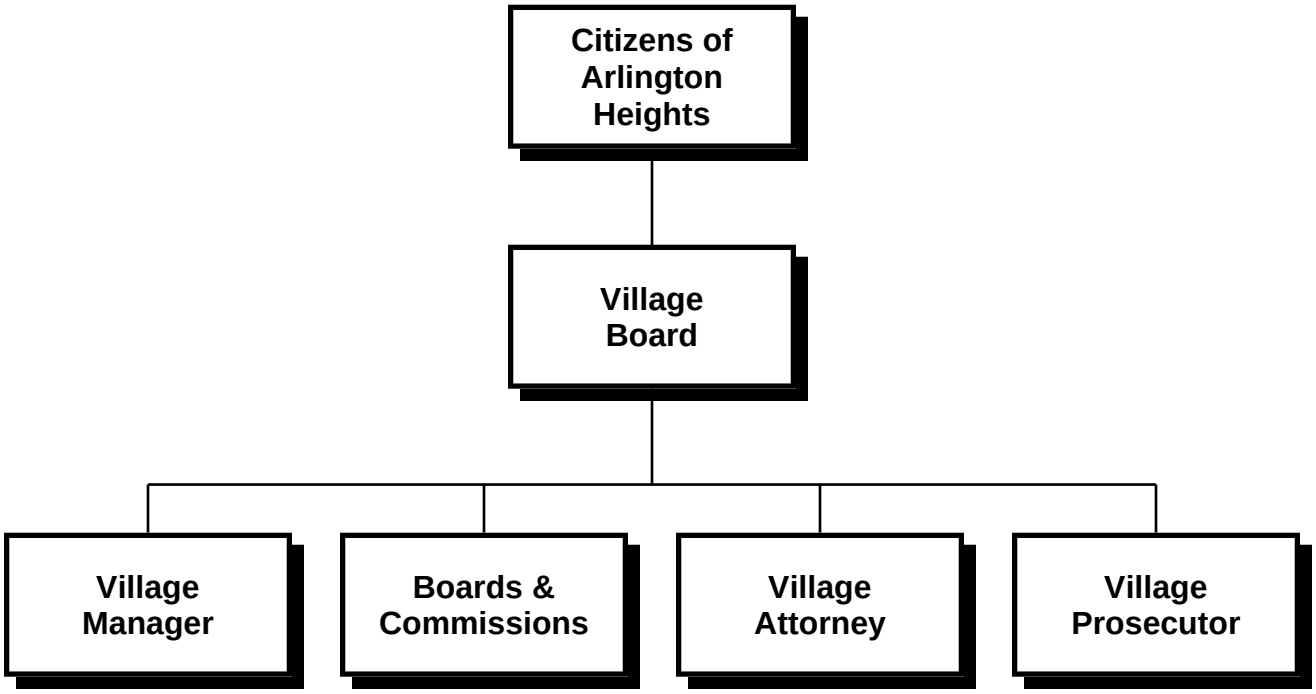
An endowment of $25,000 was received from the Moelhing Family for the perpetuation of health related tests, screenings and equipment. Interest on the principal and minor service charges to recipients are recorded in this account and used for ongoing programs.

489.85 Bad Debt Recovery

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

BOARD OF TRUSTEES

ORGANIZATION STRUCTURE



BOARD OF TRUSTEES

Eight Trustees and the Village President comprise the Village Board.

The President and Trustees are the elected representatives of the citizens of Arlington Heights. The Trustees and Village President are elected at large for four years with staggered terms. The Village Board meets formally on the first and third Monday of each month. The Board meets informally on the second Monday of the month and on other occasions as needed.

2017 Strategic Priorities

These priorities and sub-priorities reflect the views of the Village Board identified at the April 5th, 2016 Village Board goal setting session. Village Staff will develop a list of detailed programs with accountability measures for FY 2017 that addresses these priorities as part of a business plan document.

1. **Continue Infrastructure Improvement Efforts**
   a. Develop plan and begin implementation of enhanced flood control improvements
   b. Continue progress on enhanced water/road program

2. **Strengthen Downtown Area to Enable Continued Success in the Future, Given Evolving Market and Demographics of our community**
   a. Examine ways to facilitate greater Entertainment/Restaurant Emphasis
   b. Examine whether Zoning Ordinance and other codes should be updated to facilitate desired uses in the Downtown
   c. Encourage Development of Block 425
   d. Evaluate Downtown Ice Rink, other “destination” activities and events.

3. **Staffing and Financial Planning**
   a. Embrace succession planning as a philosophy in each department
   b. Ensure that staffing levels and department structures are optimized

4. **Strengthen Communication and Relationship with the Business Community**
   a. Identify ways to improve business processes to increase customer service and efficiency
   b. Work closely with Chamber of Commerce through the Small Business Program to help identify business community perspectives and needs

5. **Strengthen Commercial Corridor Competitiveness**
   a. Evaluate prudent physical corridor improvements for Rand Road, Southtown/Southern Hotel District and other corridors
   b. Work towards implementation of TIF 4 and TIF 5 redevelopment goals
   c. Examine whether commercial corridor zoning should be updated

6. **Evaluate new ways for the Village to stay informed and involved in the legislative process and its impact**
   a. Explore new programs such as a dedicated lobbyist and/or greater involvement with regional organizations.

OPERATION SUMMARY

BOARD OF TRUSTEES

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Expenditures							
Personal Services	$36,044	$23,977	$37,300	$37,300	$37,300	$0	0.0%
Contractual Services	141,217	80,934	131,400	137,300	139,700	2,400	1.7%
Commodities	920	407	1,200	1,600	1,600	0	0.0%
Other Charges	5,500	0	4,000	6,000	6,000	0	0.0%
Capital Items	0	0	0	0	0	0	N/A
Total Expenditures	$183,681	$105,318	$173,900	$182,200	$184,600	$2,400	1.3%

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$178,181	$105,318	$169,900	$176,200	$178,600	$2,400	1.4%
Capital Projects	0	0	0	0	0	$0	N/A
A & E Fund	5,500	0	4,000	6,000	6,000	0	0.0%
Total Expenditures	$183,681	$105,318	$173,900	$182,200	$184,600	$2,400	1.3%

BOARD OF TRUSTEES

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-0101-501.10-02	Elected Officials	30,900	20,600	30,900	30,900	**30,900**	0	0.0%
	Salaries	**30,900**	**20,600**	**30,900**	**30,900**	**30,900**	**0**	**0.0%**
101-0101-501.19-01	Workers Compensation	100	100	100	100	**100**	0	0.0%
101-0101-501.19-10	IMRF	2,680	1,702	4,000	4,000	**4,000**	0	0.0%
101-0101-501.19-11	Social Security	1,916	1,277	1,900	1,900	**1,900**	0	0.0%
101-0101-501.19-12	Medicare	448	298	400	400	**400**	0	0.0%
	Fringe Benefits	**5,144**	**3,377**	**6,400**	**6,400**	**6,400**	**0**	**0.0%**
101-0101-501.21-02	Equipment Maintenance	0	0	0	200	**0**	(200)	(100.0%)
101-0101-501.21-65	Other Services	88,372	36,803	75,000	78,600	**79,200**	600	0.8%
101-0101-501.22-02	Dues	38,790	34,177	41,200	41,700	**43,900**	2,200	5.3%
101-0101-501.22-03	Training	1,516	328	1,600	3,000	**3,000**	0	0.0%
101-0101-501.22-05	Postage	239	126	300	500	**400**	(100)	(20.0%)
101-0101-501.22-25	IT/GIS Service Charge	12,300	9,500	13,300	13,300	**13,200**	(100)	(0.8%)
	Contractual Services	**141,217**	**80,934**	**131,400**	**137,300**	**139,700**	**2,400**	**1.7%**
101-0101-501.30-01	Publications Periodicals	35	0	200	200	**200**	0	0.0%
101-0101-501.30-05	Office Supplies & Equip	885	407	1,000	1,400	**1,400**	0	0.0%
	Commodities	**920**	**407**	**1,200**	**1,600**	**1,600**	**0**	**0.0%**
	Total Board of Trustees	**178,181**	**105,318**	**169,900**	**176,200**	**178,600**	**2,400**	**1.4%**

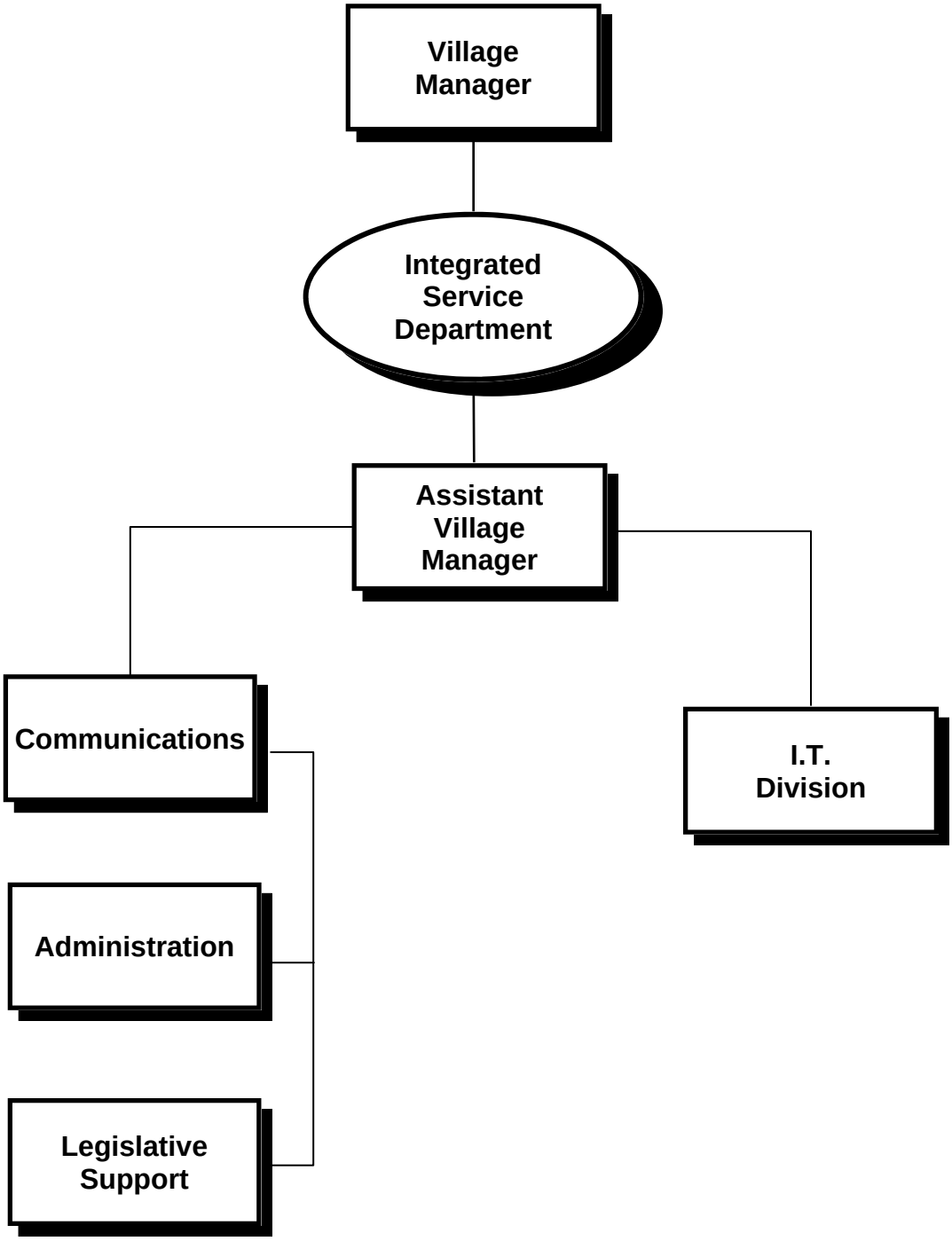
BOARD OF TRUSTEES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-0101-501.10-02	Elected Officials	President	8,500		8,500	
		8 Trustees @ $2,800 each	22,400	30,900	22,400	30,900
		TOTAL SALARIES		**30,900**		**30,900**
FRINGE BENEFITS:						
101-0101-501.19-01	Workers' Compensation	Workers' Compensation Insurance		100		100
101-0101-501.19-10	IMRF	IMRF		4,000		4,000
101-0101-501.19-11	Social Security	Social Security		1,900		1,900
101-0101-501.19-12	Medicare	Medicare		400		400
		TOTAL FRINGE BENEFITS		**6,400**		**6,400**
CONTRACTUAL SERVICES:						
101-0101-501.21.02	Equipment Maintenance	Transcription equipment maintenance		200		0
101-0101-501.21-65	Other Services	Plaques, certificates of recognition and appreciation, mementos for dignitaries	6,000		6,000	
		Cable access channel programs & videos	66,000		66,000	
		Informational/Public Service Announcement	4,000		4,000	
		Contributions to post-prom events	600		600	
		Miscellaneous	2,000		2,600	
		Budget Amendment - executive recruitment firm & other recruitment expenses		78,600		79,200
101-0101-501.22-02	Dues	Northwest Municipal Conference	26,100		26,900	
		Chicago Metropolitan Agency for Planning (CMAP)	1,400		2,800	
		Illinois Municipal League	5,000		5,000	
		U.S. Conference of Mayors	5,300		5,300	
		Metropolitan Mayors Caucus	3,400		3,400	
		Miscellaneous	500	41,700	500	43,900
101-0101-501.22-03	Training	Illinois Municipal League meeting and other related meetings		3,000		3,000
101-0101-501.22-05	Postage	Postage		500		400
101-0101-501.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		13,300		13,200
		TOTAL CONTRACTUAL SERVICES		**137,300**		**139,700**
COMMODITIES:						
101-0101-501.30-01	Publications/Periodicals	Miscellaneous publications		200		200
101-0101-501.30-05	Office Supplies & Equip	Miscellaneous office supplies		1,400		1,400
		TOTAL COMMODITIES		**1,600**		**1,600**
		TOTAL BOARD OF TRUSTEES		**176,200**		**178,600**

INTEGRATED SERVICES (11.00 FTE)

ORGANIZATION STRUCTURE



INTEGRATED SERVICES DEPARTMENT

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

Establishment of the ISD: The Department was established in June of 2015. In addition to overseeing the Village Manager's Office function, the department aims to increase the Village government's focus on four key areas:

• **Utilization of Information Technology**- Involve IT earlier in process planning and project decisions in order to leverage technology as much as possible to optimize operations.

• **Community and Public Relations**- With a growing reliance on social media, websites, and other technology to get the Village's message out, this area will work even closer with IT and have it play a bigger role with various interdepartmental efforts.

• **"One Village Voice"** - work with Village Staff to establish "One Village Voice" that is clear, concise and courteous throughout our communications and citizen engagement efforts.

• **Customer Service** - Explore new ways to enhance interdepartmental customer service and have it be a priority for the organization.

2016 Accomplishments

1. Selection of a new website vendor to redesign the Village's website. Staff is currently working with the selected website vendor to redesign the website. The new website will provide online solutions that will improve citizen engagement and will provide convenient services to create a true e-Government experience.

2. Implemented an annual "Departmental Status Report" which provides Department Directors an opportunity to highlight the current and foreseeable challenges and recent accomplishments of their departments to the Village Board.

3. A new Goal Setting session was instituted with the Village Board. The Village Board discussed what internal and external trends and challenges they believe will impact the Village in the coming years. The process also involved the Village Board creating its Strategic Priorities for 2017. Subsequently, the Village Manager implemented the establishment of a Business Plan which incorporates the Strategic Priorities. These priorities and sub-priorities reflect the views of the Village Board identified at the Village Board goal setting session. Village Staff will develop a list of detailed programs with accountability measures for FY 2017 that addresses these priorities as part of a business plan document.

4. As part of an overall effort to improve conditions at Dryden Place Apartments, an interdepartmental workgroup was formed to address the unique issues of the Apartment Buildings. Representatives of the Fire Department, Police Department, Health & Human Service and the Building Department participated. Since its creation, the work group has partnered with the complex ownership to create solutions for many of the problems identified including addressing various unsafe conditions, suggested property

improvements and greater communication and coordination between the multiple landlords.

2017 Strategic Priorities

1. **Exploration of Additional Legislative Planning/Outreach Tools**
   Strategic Priority: #6 Evaluate new ways for the Village to stay informed and involved in the legislative process and its impact

   Currently the Village relies on Village Staff's receipt of legislative information from a variety of outside groups. Some area communities participate in the legislative process via dedicated lobbyists, regular forums with legislators, or Springfield drive-downs.

   Project Completion: Issuance of a Legislative Planning/Outreach options report to the Village Board by May 2017.
   Project Leader: Village Manager, with assistance from ISD and Legal Staff.
   Estimated Cost: Future costs depend on options explored.

2. **Cell Tower Lease of Village Property**
   Strategic Priority: Staff generated business plan project.

   In 2016 Staff began exploring the potential of leasing Village property to cell antenna companies to generate additional revenue for the Village. Arlington Heights is one of the few municipalities in the area that does not generate revenue in tens of thousands of dollars per year in this manner. The Village could exert a greater degree of control over the aesthetics of an antenna on Village property via a lease than can be exerted on private property.

   Project Completion: Execution of a lease with a cell antenna company.
   Project Leader: Village Manager, with assistance from ISD, Planning, Legal, and Public Works Staff
   Estimated Cost: None, anticipated to generate revenue for the Village.

3. **Website Redesign Implementation**
   Strategic Priority: Staff generated business plan project.

   Project Completion: Launch date in spring, 2017.
   Project Leader: Community Relations Coordinator
   Estimated Cost: A $69,550 contract was approved with CivicLive.

4. **Downtown Events and Activities**
   Strategic Priority: #2d Evaluate Downtown Ice Rink, other "destination" activities and events

   A new staff workgroup was created called the Downtown Events Group. This interdepartmental workgroup is working to create recurring events that are unique, family-fun activities held during "down times" in the Downtown, such as a week night, or a weekend when there is not a lot of activity in the Downtown.

Project Completion: The goal is to determine the events that can be held in 2017-2018, and create a timeline and budget regarding each event.
Project Leader: Community Relations Coordinator
Estimated Cost: The group will determine costs of events planned and determine a budget and funding source.

5. Updating Liquor Code - Exploration of new liquor classifications
Strategic Priority: Staff generated business plan project.

In an effort to be more business friendly and more competitive with other communities, the Village Board provided direction that Staff explore various options and types of concepts to present to the Board for continued discussion on changes to the Liquor Code.

Project Completion: It is anticipated the Village Board will review and approve new liquor classifications in April 2017.
Project Leader: Assistant Village Manager
Estimated Cost: Cost will be minimal to primarily involve in-house staff to conduct research and surveys.

6. Parking System Improvements in the Downtown
Strategic Priority: Staff generated business plan project.

The Village is aware that a well-managed parking system is important to attracting visitors, new businesses and residents while also supporting the needs of existing users of the parking system. The parking laws and policies are designed to accommodate multiple users of parking spaces (customers, visitors, residents, business owners and employees, and commuters).

A staff Parking Committee was established to develop recommendations to address the evolving parking needs of the Downtown and to look into improved signage and commuter parking automation. The Committee will also explore whether a comprehensive parking study is needed.

Project Completion: Recommendations to be made by the end of 2017
Project Leader: Assistant Village Manager
Estimated Cost: Minimal costs anticipated in 2017

OPERATION SUMMARY

INTEGRATED SERVICES

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E							
General Fund	5.00	5.00	5.00	5.00	5.00	0.00	0.0%
Technology Fund	0.00	6.00	6.00	6.00	6.00	0.00	0.0%
Total F-T-E	5.00	11.00	11.00	11.00	11.00	0.00	0.0%
Expenditures							
Personal Services	$816,926	$538,459	$1,641,600	$1,671,100	$1,729,300	$58,200	3.5%
Contractual Services	58,864	45,407	588,350	605,138	528,700	(76,438)	(12.6%)
Commodities	6,079	1,904	85,000	87,600	89,000	1,400	1.6%
Other Charges	34,682	36,681	42,352	39,000	25,000	(14,000)	(35.9%)
Capital Items	0	0	377,300	377,346	406,800	29,454	7.8%
Total Expenditures	$916,551	$622,451	$2,734,602	$2,780,184	$2,778,800	($1,384)	(0.0%)

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$881,869	$585,770	$886,700	$903,200	$930,400	27,200	3.0%
Capital Projects Fund	0	0	135,000	135,000	165,000	30,000	22.2%
A & E Fund	34,682	36,681	37,352	34,000	20,000	(14,000)	(41.2%)
Technology Fund	0	0	1,675,550	1,707,984	1,663,400	(44,584)	(2.6%)
Total Expenditures	$916,551	$622,451	$2,734,602	$2,780,184	$2,778,800	($1,384)	(0.0%)

INTEGRATED SERVICES

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-0201-502.10-01	Salaries	581,781	402,714	609,600	611,300	**633,900**	22,600	3.7%
101-0201-502.18-01	Temporary Help	4,014	0	1,400	1,400	**1,400**	0	0.0%
101-0201-502.18-05	Overtime Civilian	4,074	1,190	5,600	5,600	**5,700**	100	1.8%
	Salaries	**589,869**	**403,904**	**616,600**	**618,300**	**641,000**	**22,700**	**3.7%**
101-0201-502.19-01	Workers Compensation	1,200	800	1,200	1,200	**1,200**	0	0.0%
101-0201-502.19-05	Medical Insurance	78,800	51,500	69,300	69,300	**75,500**	6,200	8.9%
101-0201-502.19-10	IMRF	96,952	52,202	81,200	81,400	**84,400**	3,000	3.7%
101-0201-502.19-11	Social Security	34,730	20,394	32,900	32,900	**33,400**	500	1.5%
101-0201-502.19-12	Medicare	8,435	5,784	9,000	9,100	**9,400**	300	3.3%
101-0201-502.19-20	Deferred Compensation	3,715	0	0	0	**0**	0	N/A
101-0201-502.19-23	Automobile Allowance	3,225	3,875	6,000	6,000	**6,000**	0	0.0%
	Fringe Benefits	**227,057**	**134,555**	**199,600**	**199,900**	**209,900**	**10,000**	**5.0%**
101-0201-502.20-40	General Insurance	6,600	4,600	7,200	7,200	**7,600**	400	5.6%
101-0201-502.21-02	Equipment Maintenance	2,518	1,721	2,800	2,400	**2,400**	0	0.0%
101-0201-502.21-65	Other Services	11,611	2,724	5,000	12,000	**5,500**	(6,500)	(54.2%)
101-0201-502.22-02	Dues	1,223	2,269	5,500	3,500	**6,200**	2,700	77.1%
101-0201-502.22-03	Training	1,690	5,827	3,000	5,900	**5,900**	0	0.0%
101-0201-502.22-05	Postage	833	447	800	2,400	**1,400**	(1,000)	(41.7%)
101-0201-502.22-10	Printing	1,368	757	3,000	5,100	**4,800**	(300)	(5.9%)
101-0201-502.22-15	Photocopying	1,421	962	1,200	2,000	**1,800**	(200)	(10.0%)
101-0201-502.22-25	IT/GIS Service Charge	27,700	26,100	36,100	36,100	**36,000**	(100)	(0.3%)
101-0201-502.22-37	Vehicle/Equip Lease Charge	3,900	0	0	0	**0**	0	N/A
	Contractual Services	**58,864**	**45,407**	**64,600**	**76,600**	**71,600**	**(5,000)**	**(6.5%)**
101-0201-502.30-01	Publications Periodicals	974	673	900	900	**900**	0	0.0%
101-0201-502.30-05	Office Supplies & Equip	4,883	1,231	5,000	7,500	**7,000**	(500)	(6.7%)
101-0201-502.30-50	Petroleum Products	222	0	0	0	**0**	0	N/A
	Commodities	**6,079**	**1,904**	**5,900**	**8,400**	**7,900**	**(500)**	**(6.0%)**
	Total Integrated Services	**881,869**	**585,770**	**886,700**	**903,200**	**930,400**	**27,200**	**3.0%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1015	Village Manager	E82	1.00	1.00	
1020	Assistant Village Manager	D63	1.00	1.00	
1025	Community Relations Coordinator	C43	1.00	1.00	
1725	Executive Assistant	B32	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
	Total F-T-E		**5.00**	**5.00**	**0.00**

Integrated Services Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	5.00	5.00	
625	Technology Fund	6.00	6.00	
	Total F-T-E All Funds	**11.00**	**11.00**	**0.00**

INTEGRATED SERVICES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-0201-502.10-01	Salaries	Salaries		611,300		633,900
101-0201-502.18-01	Temporary Help	Temporary Help		1,400		1,400
101-0201-502.18-05	Overtime Civilian	Overtime Civilian		5,600		5,700
		TOTAL SALARIES		**618,300**		**641,000**
FRINGE BENEFITS:						
101-0201-502.19-01	Workers' Compensation	Workers' Compensation Insurance		1,200		1,200
101-0201-502.19-05	Medical Insurance	Medical Insurance		69,300		75,500
101-0201-502.19-10	IMRF	IMRF		81,400		84,400
101-0201-502.19-11	Social Security	Social Security		32,900		33,400
101-0201-502.19-12	Medicare	Medicare		9,100		9,400
101-0201-502.19-23	Automobile Allowance	Automobile Allowance		6,000		6,000
		TOTAL FRINGE BENEFITS		**199,900**		**209,900**
CONTRACTUAL SERVICES:						
101-0201-502.20-40	General Insurance	Liability and property insurance		7,200		7,600
101-0201-502.21-02	Equipment Maintenance	Maintenance of printers & computers	200		200	
		Civic Event Sign repair	2,200	2,400	2,200	2,400
101-0201-502.21-65	Other Services	Contractual services, online tools, miscellaneous services	1,200		1,200	
		Cell phone usage/wireless connectivity	2,300		2,300	
		Enhancements to Village website	2,000		2,000	
		Community-wide customer service survey	6,500	12,000	0	5,500
101-0201-502.22-02	Dues	Dues		3,500		6,200
101-0201-502.22-03	Training	ICMA Annual Conference	4,400		4,400	
		Illinois Municipal League, Northwest Municipal Conference, IAMMA, ILCMA webinars & miscellaneous meetings	1,500	5,900	1,500	5,900
101-0201-502.22-05	Postage	General postage including residential mailers and special notices		2,400		1,400
101-0201-502.22-10	Printing	Liquor license materials	300		300	
		Miscellaneous printing including brochures, flyers, special notices, post cards, booklets, ads, and photos	4,800	5,100	4,500	4,800

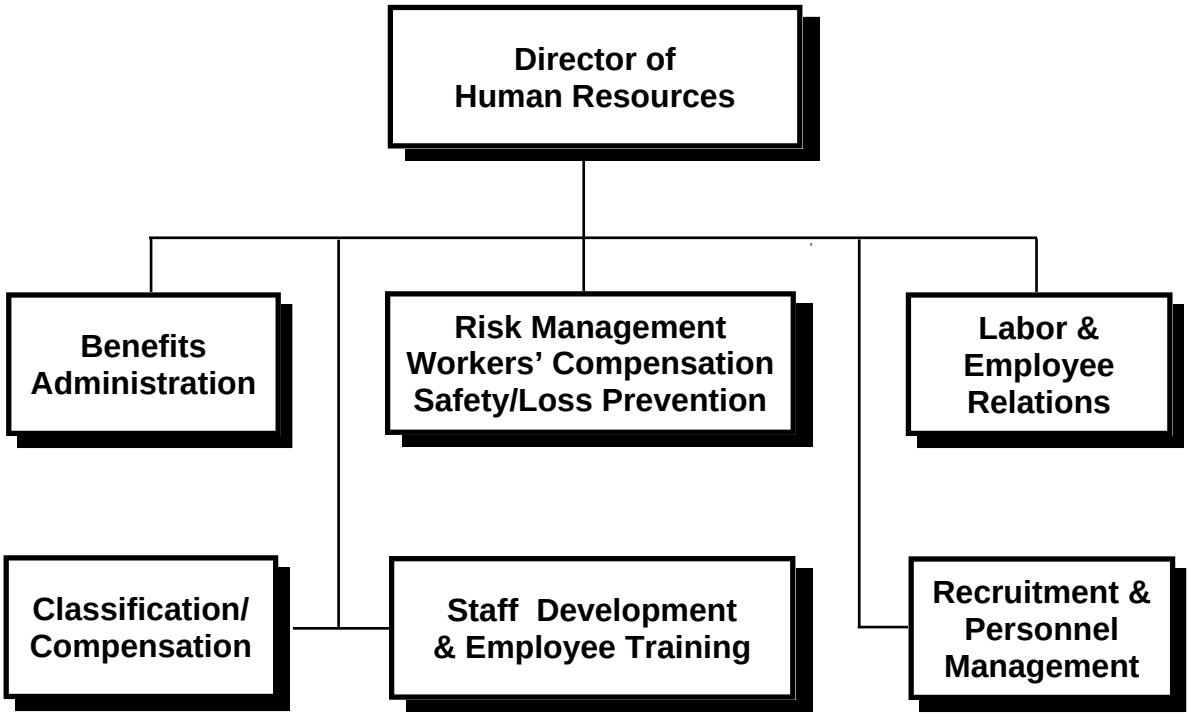
INTEGRATED SERVICES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017
101-0201-502.22-15	Photocopying	Photocopies & supplies	1,000		
		Maintenance agreement Xerox 5150	1,000	2,000	1,800
101-0201-502.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		36,100	36,000
		TOTAL CONTRACTUAL SERVICES		**76,600**	**71,600**
COMMODITIES:					
101-0201-502.30-01	Publications/Periodicals	Miscellaneous publications		900	900
101-0201-502.30-05	Office Supplies & Equip	Printer cartridges/toner, stationery, pens, etc.		7,500	7,000
		TOTAL COMMODITIES		**8,400**	**7,900**
		TOTAL INTEGRATED SERVICES		**903,200**	**930,400**

HUMAN RESOURCES (4.00 FTE)

ORGANIZATION STRUCTURE



HUMAN RESOURCES

The Human Resources Department administers and manages the Village human resources program.

This includes recruitment, testing, selection, personnel management including; staff development and training, maintenance of the classification and pay plans, management of employee benefit and risk management programs including the villages workers' compensation program. Employee benefit programs include medical insurance, life insurance, wellness programs, pension programs, unemployment compensation, deferred income programs, vacation, sick leave, longevity and holiday pay programs. The Department is responsible for collective bargaining activities with employee unions and associations, including administration of the Villages personnel policies and procedures.

This department also serves as the liaison to the Village's Board of Fire and Police Commissioners. Duties entail assisting the Commission in the recruitment, testing, interviewing and establishment of eligibility lists for all non-exempt sworn fire and police classifications of work.

Additional responsibilities include administrative and management studies assigned to the Department by the Village Manager.

2016 Accomplishments

1. Assisted the Board of Fire and Police Commissioners with recruitment, selection, and promotional activities.

2. Created enhanced evaluations and exit interviews for intern program.

3. Created enhanced onboarding program for budgeted positions.

4. Developed an option for employees who use direct deposit to have the option of having their pay stubs emailed to them rather than sent a paper copy.

2017 Strategic Priorities

1. **Classification and Compensation Study**
   Strategic Priority: #3 Staffing and Financial Planning

   A Classification and Compensation study will be conducted with the results identifying direction and suggestions regarding internal and external pay equity and alignment with comparable communities.

   Project Completion: The project was initiated in 2016 with an anticipated completion date during the first quarter 2017.

   Project Leader: Director of Human Resources in conjunction with consultants.

   Estimated Cost: Not to exceed $34,500 for the study. The cost of implementation of any recommendations cannot be determined at this time.

2. **Long-Term Staffing Planning**
   Strategic Priority: #3 Staffing and Financial Planning
   a. Embrace succession planning as a philosophy in each department.
   b. Ensure that staffing levels and department structures are optimized.

Potential job vacancies will be identified that are expected to occur through retirement or attrition to help enable long-term future reengineering of certain positions. Through succession planning, internal candidates will be identified and developed that may have long term potential to fill future vacancies. A five year succession plan for each Village Department will be determined with consideration to long term departmental needs and goals.

Project Completion: September 2017.

Project Leader: Director of Human Resources and the Village Manager in conjunction with each Department Head.

Estimated Cost: Staff time.

3. Customer Service Training

Strategic Priority: Staff generated business plan project

The Village is a customer focused workgroup; its focus will be reoriented and enhanced to meet the evolving expectations of both our citizens and all customers. Targeted customer service training will be implemented and a customer service survey will be developed.

Project Completion: August 2017 - recommendations to be based on results of the Customer Service survey.

Project Leaders: Director of Human Resources in conjunction with various Department Directors as identified as well as ISD.

Estimated Cost: approximately $4,500 - additional costs to be determined by the recommendations of the survey.

HUMAN RESOURCES (Continued)

Performance Measures	Calendar Year		
	2013	2014	2015
1. Performance Measure			
Research and implement strategies to help control health risks and costs			
a) Medicare Retiree Drug Subsidy received	$132,089	$123,464	$133,827
2. Performance Activity			
a) Provide required information to Medicare to ensure the Village qualifies for the Retiree Drug Subsidy	7 Hours a Week	7 Hours a Week	7 Hours a Week
b) Number of wellness programs offered	45	52	38
c) Number of dollars pledged in Section 125	$242,128	$241,703	$212,224
d) Number of Section 125 claims processed	354	370	416
e) Number of employees contributing to ICMA	311	330	323
f) Number of employees participating in the RTA Transit Check Commuter Benefit Program	7	6	6
3. Performance Measure			
Enhance our loss prevention efforts to become more proactive with safety and loss prevention programs throughout the Village in order to reduce the cost of workers' compensation.			
a) Number of claims forwarded to the Third Party Administrator (TPA) within 48 hours of the accident	28 out of 44	39 out of 59	43 out of 72
b) Number of claims submitted to the Third Party Administrator (TPA) were employees missed work due to their Workers' Compensation injury			36
c) Number of work days lost to Workers' Compensation injury	1,179	1347	715
d) Number of pro se settlements	0 out of 4	1 out of 6	4 out of 7
e) Number of safety measures implemented	8	7	5
4. Performance Activity			
a) Number of accidents reviewed	82	117	110
b) Number of safety training programs offered to employees sponsored through Human Resources	5	4	4

Performance Measures (cont.)	Calendar Year		
	2013	2014	2015
5. Performance Measure			
Maintain and make necessary modifications to the Village's Classification Plan to ensure all employees are appropriately classified.			
a) Number of job audits conducted	7	11	6
b) Number of surveys conducted	296	250	342
6. Performance Measure			
Review personnel policies and related forms in order to ensure they are in compliance with applicable laws.			
a) Number of personnel policies revised/created	5	5	7
7. Performance Activity - Recruitment			
Assist the Board of Fire and Police Commissioners with recruitment, selection and promotional activities for positions.			
a) Number of Fire and Police Commissioners meetings held	17	39	22
b) Number of interviews conducted	21	101	54
c) Number of eligibility lists created	1	6	2
d) Number of positions filed			10
Recruitment, selection and promotion of all other positions.			
a) Number of positions filed			14
8. Performance Activity			
Professional Development of Workforce Identify, assess and offer training programs to employees.			
a) Number of classes offered	2	2	3

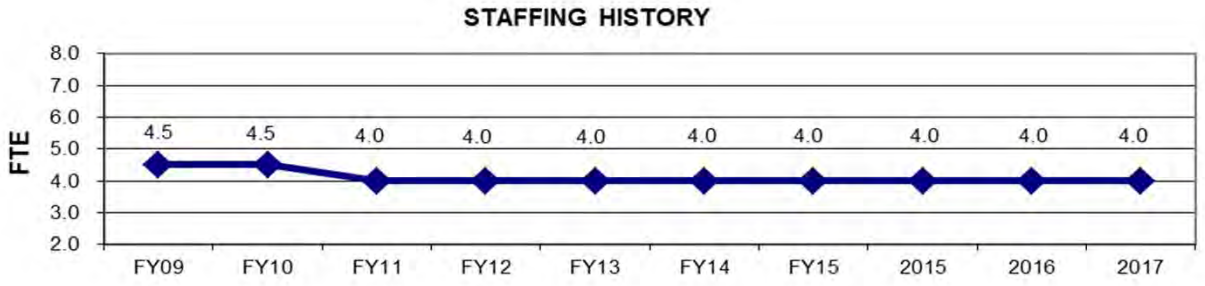
OPERATION SUMMARY

HUMAN RESOURCES

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E							
General Fund	2.00	2.00	2.00	2.00	2.00	0.00	0.0%
Health Insurance Fund	1.00	1.00	1.00	1.00	1.00	0.00	0.0%
Worker's Comp Fund	1.00	1.00	1.00	1.00	1.00	0.00	0.0%
Total F-T-E	4.00	4.00	4.00	4.00	4.00	0.00	0.0%
Expenditures							
Personal Services	$702,654	$488,490	$825,100	$916,100	$852,900	($63,200)	(6.9%)
Contractual Services	4,858,363	3,186,670	5,159,600	5,217,230	5,044,300	(172,930)	(3.3%)
Commodities	4,133	2,913	4,500	5,000	5,000	0	0.0%
Other Charges	8,625,116	6,316,563	7,631,000	11,107,200	10,402,700	(704,500)	(6.3%)
Total Expenditures	$14,190,266	$9,994,636	$13,620,200	$17,245,530	$16,304,900	($940,630)	(5.5%)

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$350,555	$244,276	$421,000	$421,430	$387,700	$78,500	18.6%
Health Insurance Fund	9,076,971	5,968,447	8,346,500	10,673,000	10,157,100	(515,900)	(4.8%)
Retiree Health Ins Fund	2,702,149	1,671,580	2,740,600	3,993,000	3,736,600	(256,400)	(6.4%)
Worker's Comp Fund	2,060,590	2,110,333	2,112,100	2,158,100	2,023,500	(134,600)	(6.2%)
Total Expenditures	$14,190,265	$9,994,636	$13,620,200	$17,245,530	$16,304,900	($828,400)	(4.8%)



HUMAN RESOURCES

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-0301-503.10-01	Salaries	192,930	134,362	203,100	203,000	**211,600**	8,600	4.2%
101-0301-503.18-01	Temporary Help	6,441	4,348	6,700	6,700	**6,900**	200	3.0%
101-0301-503.18-05	Overtime Civilian	0	0	300	700	**700**	0	0.0%
	Salaries	**199,371**	**138,710**	**210,100**	**210,400**	**219,200**	**8,800**	**4.2%**
101-0301-503.19-01	Workers Compensation	400	300	500	500	**500**	0	0.0%
101-0301-503.19-05	Medical Insurance	40,800	27,600	43,700	43,700	**44,500**	800	1.8%
101-0301-503.19-10	IMRF	26,805	17,571	26,600	26,600	**27,800**	1,200	4.5%
101-0301-503.19-11	Social Security	12,173	8,105	12,300	12,300	**12,600**	300	2.4%
101-0301-503.19-12	Medicare	2,878	1,953	3,100	3,100	**3,200**	100	3.2%
	Fringe Benefits	**83,056**	**55,529**	**86,200**	**86,200**	**88,600**	**2,400**	**2.8%**
101-0301-503.20-05	Professional Services	962	0	42,000	43,000	**3,200**	(39,800)	(92.6%)
101-0301-503.20-40	General Insurance	5,500	3,900	6,100	6,100	**6,400**	300	4.9%
101-0301-503.20-75	Examinations	9,640	0	11,000	13,430	**8,000**	(5,430)	(40.4%)
101-0301-503.21-02	Equipment Maintenance	0	0	0	100	**100**	0	0.0%
101-0301-503.21-65	Other Services	1,464	1,809	7,700	1,500	**1,500**	0	0.0%
101-0301-503.22-01	Advertising	550	1,122	1,200	1,000	**1,100**	100	10.0%
101-0301-503.22-02	Dues	1,557	819	1,500	1,500	**1,500**	0	0.0%
101-0301-503.22-03	Training	2,636	706	2,500	3,000	**3,100**	100	3.3%
101-0301-503.22-05	Postage	460	360	500	500	**500**	0	0.0%
101-0301-503.22-10	Printing	193	231	200	200	**200**	0	0.0%
101-0301-503.22-15	Photocopying	1,596	1,352	0	2,500	**2,500**	0	0.0%
101-0301-503.22-25	IT/GIS Service Charge	24,500	19,000	26,700	26,700	**26,500**	(200)	(0.7%)
	Contractual Services	**49,058**	**29,299**	**99,400**	**99,530**	**54,600**	**(44,930)**	**(45.1%)**
101-0301-503.30-01	Publications Periodicals	467	659	600	600	**600**	0	0.0%
101-0301-503.30-05	Office Supplies & Equip	1,993	1,256	2,000	2,000	**2,000**	0	0.0%
	Commodities	**2,460**	**1,915**	**2,600**	**2,600**	**2,600**	**0**	**0.0%**
101-0301-503.40-70	Employee Recognition Program	16,610	18,823	22,700	22,700	**22,700**	0	0.0%
	Other Charges	**16,610**	**18,823**	**22,700**	**22,700**	**22,700**	**0**	**0.0%**
	Total Human Resources	**350,555**	**244,276**	**421,000**	**421,430**	**387,700**	**(33,730)**	**(8.0%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1030	Director of Human Resources	C52	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
	Total F-T-E		**2.00**	**2.00**	**0.00**

Human Resources Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
	Total F-T-E All Funds	**4.00**	**4.00**	**0.00**

HUMAN RESOURCES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description		Budget 2016		Budget 2017
SALARIES:						
101-0301-503.10-01	Salaries	Salaries		203,000		211,600
101-0301-503.18-01	Temporary Help	Temporary Help		6,700		6,900
101-0301-503.18-05	Overtime Civilian	Overtime Civilian		700		700
		TOTAL SALARIES		**210,400**		**219,200**
FRINGE BENEFITS:						
101-0301-503.19-01	Workers' Compensation	Workers' Compensation Insurance		500		500
101-0301-503.19-05	Medical Insurance	Medical Insurance		43,700		44,500
101-0301-503.19-10	IMRF	IMRF		26,600		27,800
101-0301-503.19-11	Social Security	Social Security		12,300		12,600
101-0301-503.19-12	Medicare	Medicare		3,100		3,200
		TOTAL FRINGE BENEFITS		**86,200**		**88,600**
CONTRACTUAL SERVICES:						
101-0301-503.20-05	Professional Services	Training programs		43,000		3,200
101-0301-503.20-40	General Insurance	Liability and property insurance		6,100		6,400
101-0301-503.20-75	Examinations	Promotional exams/candidate testing		13,430		8,000
101-0301-503.21-02	Equipment Maintenance	Maintenance of typewriters, calculators and computers		100		100
101-0301-503.21-65	Other Services	Cell phone usage/wireless connectivity		1,500		1,500
101-0301-503.22-01	Advertising	Advertising		1,000		1,100
101-0301-503.22-02	Dues	Dues		1,500		1,500
101-0301-503.22-03	Training	Seminars & tuition reimbursement		3,000		3,100
101-0301-503.22-05	Postage	Postage		500		500
101-0301-503.22-10	Printing	Printing of forms and manuals		200		200
101-0301-503.22-15	Photocopying	Photocopies & supplies	1,500		1,500	
		Maintenance agreement Xerox 5150	1,000	2,500	1,000	2,500
101-0301-503.22-25	IT/GIS Service Charge	Information Technology service charge		26,700		26,500
		TOTAL CONTRACTUAL SERVICES		**99,530**		**54,600**

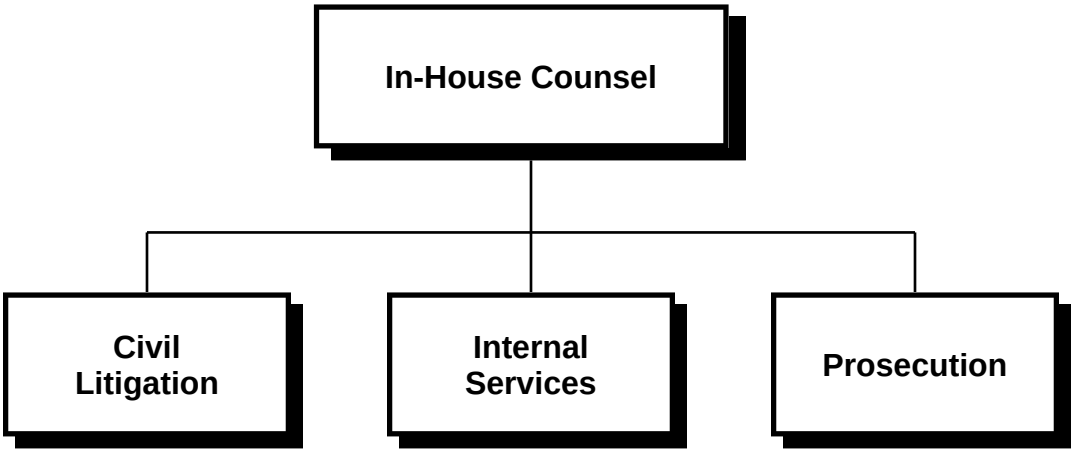
HUMAN RESOURCES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
COMMODITIES:				
101-0301-503.30-01	Publications/Periodicals	Miscellaneous publications	600	600
101-0301-503.30-05	Office Supplies & Equip	General office supplies	2,000	2,000
		TOTAL COMMODITIES	**2,600**	**2,600**
OTHER CHARGES:				
101-0301-503.40-70	Employee Recognition Prg	Service awards & forum for recognition of employees	22,700	22,700
		TOTAL OTHER CHARGES	**22,700**	**22,700**
		TOTAL HUMAN RESOURCES	**421,430**	**387,700**

LEGAL (2.75 FTE)

ORGANIZATION STRUCTURE



LEGAL

The Legal Department provides legal advice to elected and appointed officers and employees of the Village with respect to formulation, implementation and enforcement of the policy decisions of the Board of Trustees and represents the Village in court or at administrative proceedings.

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

The Legal Department is responsible for:

- ► Research and preparation of ordinances as requested by the Village Board, the Village Manager, Village departments or on the initiative of the Legal Department.
- ► Interpretation and application of ordinances, statutes and judicial decisions to particular situations, including HIPAA, FOIA and OMA.
- ► Drafting and reviewing documents related to transactions to which the Village is a party.
- ► Action dealing with the Village's interest in real and personal property, including the sale and purchase of property and the vacation of rights-of-way.
- ► Representation of the Village in intergovernmental groups and matters of negotiations, including collective bargaining, between the Village and other parties, as may be assigned by the Village Manager.
- ► Ensuring that the Village consistently complies with existing and newly passed federal and state laws.

The Village is represented in court or before administrative agencies with quasi-judicial functions by the Village Attorney, Village Prosecutor, attorneys in the department or outside counsel as may be required. Prosecution of traffic, misdemeanor and general municipal ordinance violations, and defense of suits against the Village are common types of litigation handled or overseen by the Department.

2016 Accomplishments

1. Significant Contracts Drafted
   - New Website Designer
   - Police Station Architect
   - Police Station Construction Manager
2. Significant Code Amendments Drafted
   - Puppy Mills
   - Two New Liquor Classifications
3. Assisted in the coordination of the absorption of the Village's portion of the dissolved Old Town Sanitary District
4. Real Property Matters
   - Sale of University Drive property
   - Purchase of South Arlington Heights Road property

2017 Strategic Priorities

1. **Complete review of Zoning Code**
   Strategic Priority: #2 Strengthen Downtown Area to Enable Continued Success in the Future, Given Evolving Market and Demographics of our community

   Staff will review the Zoning Code for clean-ups and updates.

   Project Completion: It is anticipated that a revised Zoning Code will be presented to the Village Board in the fall of 2017.

   Project Leader: In-House Counsel

Performance Measures	Calendar Year		
	2013	2014	2015
1. Number of Code amendment packets issued	3	3	3
2. Number of Code sections amended	46	27	42
3. Number of ordinances amending the Code	21	15	14
4. Number of ordinances prepared and adopted	73	63	56
5. Number of resolutions prepared and adopted	32	37	50
6. Number of agreements prepared and adopted	26	56	57
7. Number of FOIA requests processed	1,139	1,138	1,228
8. Number of FOIA appeals	0	0	1
9. Number of FOIA denials in whole or in part	281	253	286
10. Number of foreclosures processed	207	102	65
11. Number of liquor license hearings prosecuted	11	10	8
12. Number of housing court cases prosecuted	5	11	3

OPERATION SUMMARY

LEGAL

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E	2.75	2.75	2.75	2.75	2.75	0.00	0.0%
Expenditures							
Personal Services	$452,491	$325,321	$470,700	$473,800	$490,000	$16,200	3.4%
Contractual Services	238,118	175,519	257,700	262,200	262,800	600	0.2%
Commodities	8,042	4,912	10,000	10,600	11,100	500	4.7%
Other Charges	49,953	25,372	78,700	50,000	0	(50,000)	(100.0%)
Total Expenditures	$748,604	$531,124	$817,100	$796,600	$763,900	($32,700)	(4.1%)

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$748,603	$531,124	$817,100	$796,600	$763,900	($32,700)	(4.1%)
Total Expenditures	$748,603	$531,124	$817,100	$796,600	$763,900	($32,700)	(4.1%)

LEGAL

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-0401-503.10-01	Salaries	333,429	231,955	346,300	349,400	**362,200**	12,800	3.7%
	Salaries	**333,429**	**231,955**	**346,300**	**349,400**	**362,200**	**12,800**	**3.7%**
101-0401-503.19-01	Workers Compensation	600	400	600	600	**600**	0	0.0%
101-0401-503.19-05	Medical Insurance	50,300	47,800	53,800	53,800	**54,900**	1,100	2.0%
101-0401-503.19-10	IMRF	45,353	30,067	45,700	45,700	**47,300**	1,600	3.5%
101-0401-503.19-11	Social Security	18,117	11,842	19,200	19,200	**19,700**	500	2.6%
101-0401-503.19-12	Medicare	4,692	3,257	5,100	5,100	**5,300**	200	3.9%
	Fringe Benefits	**119,062**	**93,366**	**124,400**	**124,400**	**127,800**	**3,400**	**2.7%**
101-0401-503.20-10	Village Attorney Retainer	20,850	16,500	36,000	36,000	**36,000**	0	0.0%
101-0401-503.20-15	Village Prosecutor Retainer	50,040	33,360	50,100	50,100	**50,100**	0	0.0%
101-0401-503.20-20	Legal Services	118,813	91,980	120,000	125,000	**125,000**	0	0.0%
101-0401-503.20-40	General Insurance	2,900	2,000	3,100	3,100	**3,300**	200	6.5%
101-0401-503.21-02	Equipment Maintenance	34	34	100	100	**100**	0	0.0%
101-0401-503.21-65	Other Services	24,883	15,322	24,000	24,000	**24,000**	0	0.0%
101-0401-503.22-02	Dues	2,814	2,982	3,100	3,100	**3,100**	0	0.0%
101-0401-503.22-03	Training	1,592	1,580	4,500	4,000	**4,500**	500	12.5%
101-0401-503.22-05	Postage	1,445	910	1,000	1,000	**1,000**	0	0.0%
101-0401-503.22-15	Photocopying	2,446	1,351	2,500	2,500	**2,500**	0	0.0%
101-0401-503.22-25	IT/GIS Service Charge	12,300	9,500	13,300	13,300	**13,200**	(100)	(0.8%)
	Contractual Services	**238,117**	**175,519**	**257,700**	**262,200**	**262,800**	**600**	**0.2%**
101-0401-503.30-01	Publications Periodicals	429	429	500	500	**500**	0	0.0%
101-0401-503.30-05	Office Supplies & Equip	2,000	1,339	2,500	2,500	**3,000**	500	20.0%
101-0401-503.33-05	Other Supplies	5,613	3,144	7,000	7,600	**7,600**	0	0.0%
	Commodities	**8,042**	**4,912**	**10,000**	**10,600**	**11,100**	**500**	**4.7%**
101-0401-503.40-74	Real Estate Tax	49,953	25,372	78,700	50,000	**0**	(50,000)	(100.0%)
	Other Charges	**49,953**	**25,372**	**78,700**	**50,000**	**0**	**(50,000)**	**(100.0%)**
	Total Legal	**748,603**	**531,124**	**817,100**	**796,600**	**763,900**	**(32,700)**	**(4.1%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1045	In-House Counsel	D63	1.00	1.00	
1050	Staff Attorney	C51	0.50	0.50	
1055	Paralegal	B23	0.50	0.50	
1735	Administrative Assistant II	B21	0.75	0.75	
	Total F-T-E		**2.75**	**2.75**	**0.00**

Legal Department
Cross Reference to All Funds

Fund		Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	2.75	2.75	
	Total F-T-E All Funds	**2.75**	**2.75**	**0.00**

LEGAL

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-0401-503.10-01	Salaries	Salaries		349,400		362,200
		TOTAL SALARIES		**349,400**		**362,200**
FRINGE BENEFITS:						
101-0401-503.19-01	Workers' Compensation	Workers' Compensation Insurance		600		600
101-0401-503.19-05	Medical Insurance	Medical Insurance		53,800		54,900
101-0401-503.19-10	IMRF	IMRF		45,700		47,300
101-0401-503.19-11	Social Security	Social Security		19,200		19,700
101-0401-503.19-12	Medicare	Medicare		5,100		5,300
		TOTAL FRINGE BENEFITS		**124,400**		**127,800**
CONTRACTUAL SERVICES:						
101-0401-503.20-10	Village Attorney Retainer	Counsel to Village Board		36,000		36,000
101-0401-503.20-15	Village Prosecutor Retainer	Retainer for five sessions monthly in Cook County District Court in Rolling Meadows for prosecution of traffic calls		50,100		50,100
101-0401-503.20-20	Legal Services	Additional prosecution costs, litigation, and other outside counsel		125,000		125,000
101-0401-503.20-40	General Insurance	Liability and property insurance		3,100		3,300
101-0401-503.21-02	Equipment Maintenance	Maintenance of typewriter		100		100
101-0401-503.21-65	Other Services	Transcripts, appraisals, recording fees, title searches, miscellaneous services	10,000		10,000	
		Court reporters - DUI cases	14,000	24,000	14,000	24,000
101-0401-503.22-02	Dues	Dues		3,100		3,100
101-0401-503.22-03	Training	Seminars and meetings	1,500		1,500	
		Conference	2,500	4,000	3,000	4,500
101-0401-503.22-05	Postage	Correspondence and notices		1,000		1,000
101-0401-503.22-15	Photocopying	Photocopies & supplies	800		800	
		Maintenance agreement Xerox 5150	1,700	2,500	1,700	2,500
101-0401-503.22-25	IT/GIS Service Charge	Information Technology service charge		13,300		13,200
		TOTAL CONTRACTUAL SERVICES		**262,200**		**262,800**

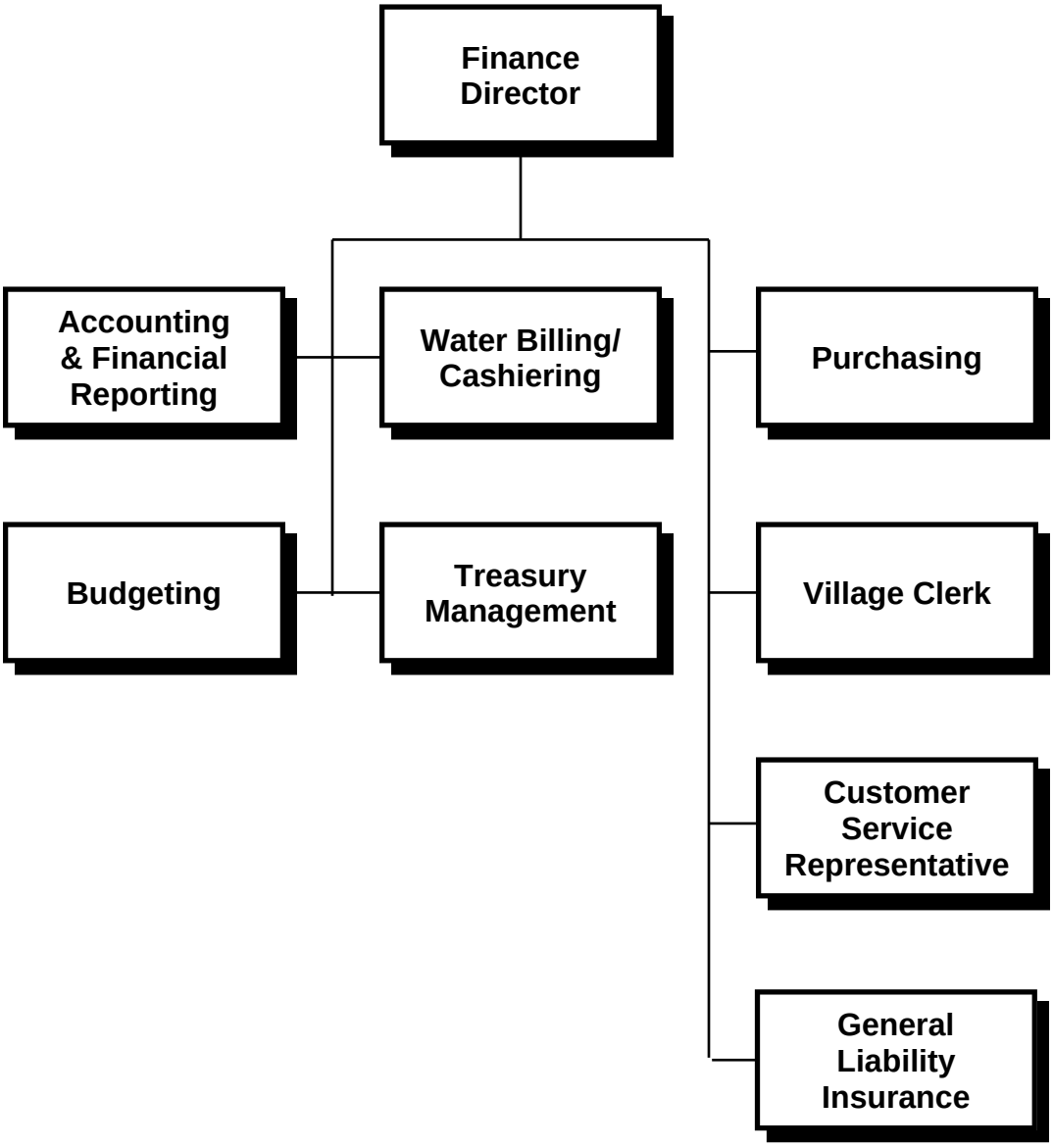
LEGAL

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
COMMODITIES:				
101-0401-503.30-01	Publications/Periodicals	Miscellaneous publications	500	500
101-0401-503.30-05	Office Supplies & Equip	General office supplies	2,500	3,000
101-0401-503.33-05	Other Supplies & Equip	Legal books, including statutes, digests and citations	7,600	7,600
		TOTAL COMMODITIES	**10,600**	**11,100**
OTHER CHARGES:				
101-0401-503.40-74	Real Estate Tax	Tax on Village property leased to commercial business	50,000	0
		TOTAL OTHER CHARGES	**50,000**	**0**
		TOTAL LEGAL	**796,600**	**763,900**

FINANCE (18.0 FTE)

ORGANIZATION STRUCTURE



FINANCE

The Finance Department provides professional financial management for the Village. The scope of its responsibilities covers the following functions:

Accounting and Financial Reporting – Accounting records are maintained in accordance with generally accepted accounting principles (GAAP) for governments. Appropriate financial reports are regularly produced. Village financial reports regularly win national awards for excellence. All financial records of the Village are audited by external auditors on an annual basis.

Budgeting – The preparation of the annual budget includes the planning as well as the necessary financial analysis and actual budget production. The Department assists other Village departments with their respective budget requests. This function also includes on-going maintenance and monitoring of the budget.

Treasury Management – Village funds are invested to produce maximum income consistent with preservation of principal. Treasury Management includes monitoring receipts and disbursements and overseeing a control system of checks and balances. Treasury Management also includes follow-up on unpaid bills using a variety of methods including legal remedies. The Village has an investment policy that it follows which gives guidance to the Treasurer.

Payroll Services – Complete payroll services are provided including payroll services for the Library.

Purchasing – This function provides for the purchasing of services and goods at the lowest responsible price, frequently using formal or informal competitive bid processes. Procedures provide for review that legal requirements have been met in acquiring the goods and services.

Accounts Payable/Accounts Receivable – This function provides for timely payment by the Village for goods and services received, and prompt billing for amounts due to the Village. Payment procedures require appropriate controls to ensure that goods and services have been received. Billings for Village services, including water, vehicle license fees and other miscellaneous revenues, are issued and controlled by the Department.

Village Clerk – This position is appointed by the Village Manager and overall management and supervision has been delegated to the Finance Director. The Administrative Assistant II in the Finance Department also acts as the Deputy Village Clerk, handling the Village Clerk's duties in their absence.

Municipal Records – The Village Clerk prepares the official minutes of the Board of Trustees and arranges for the necessary publication and document filing actions resulting from Board action. The Clerk is also responsible for the management, indexing, and safeguarding of Village records.

Elections and Voter Registration – The Village Clerk registers residents to vote and distributes absentee voting applications for all elections. The Clerk also accepts nominating petitions from Village candidates, certifies the Village election ballot, and tallies the results of Village elections.

Customer Service Representative – Front-line phone and in-person interaction with the Village's customers. Provides answers to basic questions and forwards other questions and issues to the appropriate departments.

General Liability Insurance – The Finance Director is responsible for the administration of the Village's self-insurance program for general liability insurance claims.

Water Billing & Cashiering – This function provides for the billing and collection of bi-monthly water and sewer bills. Front Desk personnel handle the in-person or internet payment of fees, fines, and other charges.

2016 Accomplishments

1. Completed the bond sale for the new Police Station.

2. Village Board approval of the update to the Village's formal bid limit.

3. Completed final activities associated with changing the fiscal year to a calendar year, including 8-month audit, actuary, TIF, State Comptroller's, and Village Treasurer's reports.

4. Village Board approval of the 2017-2021 Capital Improvement Program that included phase 2 of the street funding improvement plan, which proposes the completion of an additional $700,000 of street work per year.

5. Reduced the Finance Department's staffing level by .5 FTE by replacing a vacant F/T cashier position with a P/T position.

6. Finance staff assisted with phase 2 of the Parking Garage program.

7. Finance and Public Works staff coordinated the absorption of the Village's portion of the disbanded Old Town Sanitary District.

2017 Strategic Priorities

1. **New Storm Sewer Utility Fee**
   Strategic Priority: #1 Continue Infrastructure Improvement Efforts

   Staff will present a proposed fee structure for consideration by the Village Board at the conclusion of the Storm Water study process. The amount of the proposed storm water utility fee will depend on the level of storm water infrastructure work approved by the Village Board.

   Project Completion: Inclusion of Board approved storm water projects and an approved storm water utility fee in the 2018-2022 Capital Improvement Plan presented to the Village Board in June 2017. Implementation of proposed fee in September 2017.

   Project Leaders: Finance Director, Assistant Finance Director, and the Customer Service Supervisor.

   Estimated Cost: Minimal costs for bill printing changes.

2. **Village Fixed Asset Valuation**
   Strategic Priority: Staff generated business plan project

   Completion of an asset valuation of the Village's fixed assets by a firm specializing in valuations, to ascertain the current replacement values of our assets for general liability and property insurance purposes.

   Project Completion: October 2017.

   Project Leaders: Assistant Finance Director and Accounting Manager.

   Estimated Cost: Independent valuation cost estimate of $26,000.

3. **New Paymentus Bill Payment Solution**
   Strategic Priority: Staff generated business plan project

   Implement new software that will provide a more convenient bill payment method for the Village's residents without increasing the Village's costs. The new software offers additional e-billing and payment options and is compatible with the Village's existing financial software.

   Project Completion: Completion by July 2017 or earlier.

   Project Leaders: Assistant Finance Director and Customer Service Supervisor.

   Estimated Cost: $9,400 to integrate Paymentus with HTE.

Other Key 2017 Projects

A. Assist the Parking Committee with:

   1. Parking Fee Study
   2. Reviewing alternative parking payment systems

B. Continue to serve on the Police Station Committee

Performance Measures

	FY2013	2014	2015
1. Number & Type of Payment Transaction			
Vehicle Stickers			
At counter/drop box/mail	43,600	43,327	43,031
Through banks/currency exchanges	1,014	1,159	1,011
Water Bills Transactions			
By direct bank debit (ACH)	39,462	41,718	42,846
Electronic lockbox (ACH)	28,725	30,054	30,606
Internet payments	4,007	4,887	5,296
At counter/drop box/mail	62,542	58,313	57,127
Total Water Bill Transactions	134,736	134,972	135,875
% Water bills – bank debit (ACH)	29%	31%	23%
% Water bills – electronic lockbox (ACH)	21%	23%	32%
% Water bills – Internet	3%	4%	4%
% Water bills – at counter/drop box/mail	47%	44%	42%
Parking tickets			
At counter/drop box/mail	10,721	10,093	8,708
Internet payments	2,807	3,710	3,911
	13,528	13,803	12,619
% parking tickets – Internet payments	21%	27%	31%

Performance Measures (cont.)

	FY2013	2014	2015
2. Credit Card Payments			
# of transactions	21,133	17,692	27,281
Total payments	$2,865,977	$1,885,050	$1,618,114
Total fees	$45,778	$46,573	$77,765
Average fee %	1.60%	2.47%	4.81%
Average transaction	$135.62	$106.55	$59.31
3. Number of Vehicle Stickers Issued			
Passenger/Recreational/Trucks	51,086	50,825	50,538
Motorcycles	422	475	409
Total Vehicle Stickers	51,508	51,300	50,947
4. Water Billing Activity			
# of metered accounts	20,956	20,987	21,032
Water consumption billed (1,000 gallons)			
Residential	1,953,429	1,577,804	1,535,441
Commercial	824,700	670,075	426,966
Industrial	65,381	199,588	329,648
Apartments	29,916	27,117	40,220
Total Consumption Billed	2,873,426	2,474,584	2,332,275
Water/sewer revenues	$13,241,794	$12,918,079	$12,888,404
5. Cash and Investments			
Cash	$ 1,638,030	$ 4,509,711	$ 8,529,118
Investments	85,303,615	83,131,813	92,073,800
Total	$86,941,645	$87,641,524	$100,602,918
% of funds invested	98.1%	94.9%	91.5%
6. Purchasing			
# of purchase orders processed	997	903	984
# of field purchase orders	6,039	5,304	6356
$ amount of purchase orders processed	$17,637,880	$23,054,250	$17,804,473
$ amount of field purchase orders	1,574,740	1,617,934	1,894,024
Total amount of purchase order transactions	$19,212,620	$24,672,185	$19,698,497
# of formal bids/RFP's	42	54	43
$ amount of formal bids/RFP's	$8,066,143	$10,453,015	$11,489,360
% amount formal bids/RFP's	42%	47%	58%
$ amount saved by competitive bidding	$1,012,062	$2,069,774	$1,276,465

Performance Measures (cont.)

	FY2013	2014	2015
7. Checks Issued			
Accounts payable checks issued	7,802	7,496	6,811
Payroll: # of checks issued	2,944	3,300	2,353
# of direct deposits	14,912	14,886	15,368
% of payroll as direct deposits	84%	82%	87%
8. Ambulance Billing and Collection			
# of bills	4,744	4,560	4,609
$ amount billed	$1,620,584	$1,623,342	$1,704,290
$ amount of payments	$1,723,506	$1,665,433	$1,740,595
$ amount of current receivable	$388,372	$367,090	$350,241
$ amount past due/in collection	$596,070	$687,746	$719,915
Billing Rates:			
Village (VAH) Charges/Medicare (MED) Allows	VAH / MED	VAH / MED	VAH / MED
Basic Life Support	400 / 367	400 / 371	400 /370
Advanced Life Support	400 / 436	400 / 441	400 /439
Advanced Life Support 2	450 / 631	450 / 638	450 /635
9. Village Clerk			
Processing of:			
Ordinances	73	63	56
Resolutions	33	37	50
Agreements	53	61	57
Ethics Forms:			
Village	146	145	135
County	98	95	86
Transcribing of Village Board Minutes	24	24	24
Transcribing of Closed Session Minutes	9	11	11
Notarizations	230	651	143
Citizen Inquiries	457	531	520
Voter Registrations	28	33	54
Scanned Documents	1,683	175	213
10. GFOA Certifications			
a. Certificate of Achievement for Excellence In Financial Reporting	Received	Received	Applied
b. Distinguished Budget Presentation Award	Received	Received	Received

OPERATION SUMMARY

FINANCE

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E							
General Fund	9.50	9.50	9.50	9.50	9.50	0.00	0.0%
Water & Sewer Fund	8.50	8.50	8.50	8.50	8.00	(0.50)	(5.9%)
Technology Fund	6.00	0.00	0.00	0.00	0.00	0.00	N/A
Total F-T-E	24.00	18.00	18.00	18.00	17.50	(0.50)	(2.8%)
Expenditures							
Personal Services	$2,631,426	$1,847,341	$2,016,400	$2,026,600	$2,094,500	$67,900	3.4%
Contractual Services	1,309,895	1,176,097	1,034,000	1,066,600	1,103,000	36,400	3.4%
Commodities	85,222	65,763	35,100	35,100	35,900	800	2.3%
Other Charges	668,923	500,862	672,000	672,000	672,000	0	0.0%
Capital Items	288,284	265,253	990	1,100	0	(1,100)	(100.0%)
Total Expenditures	$4,983,750	$3,855,316	$3,758,490	$3,801,400	$3,905,400	$104,000	2.7%

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$1,476,903	$1,080,812	$1,562,000	$1,573,500	$1,640,200	$66,700	4.2%
Capital Projects Fund	80,091	114,072	990	1,100	0	(1,100)	(100.0%)
Water & Sewer Fund	1,036,418	698,954	1,164,000	1,177,300	1,179,700	2,400	0.2%
General Liability Ins Fund	978,960	966,636	1,031,500	1,049,500	1,085,500	36,000	3.4%
Technology Fund	1,411,377	994,842	0	0	0	0	N/A
Total Expenditures	$4,983,749	$3,855,316	$3,758,490	$3,801,400	$3,905,400	$104,000	2.7%

FINANCE

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-0501-503.10-01	Salaries	804,213	580,773	857,400	864,600	**915,200**	50,600	5.9%
101-0501-503.18-01	Temporary Help	0	0	1,500	1,500	**1,500**	0	0.0%
101-0501-503.18-05	Overtime Civilian	5,900	6,976	6,000	2,100	**6,000**	3,900	185.7%
	Salaries	**810,113**	**587,749**	**864,900**	**868,200**	**922,700**	**54,500**	**6.3%**
101-0501-503.19-01	Workers Compensation	2,700	1,900	2,900	2,900	**3,000**	100	3.4%
101-0501-503.19-05	Medical Insurance	150,800	94,400	149,200	149,200	**154,500**	5,300	3.6%
101-0501-503.19-10	IMRF	110,112	84,985	112,300	113,300	**119,900**	6,600	5.8%
101-0501-503.19-11	Social Security	46,178	32,576	49,700	50,200	**52,700**	2,500	5.0%
101-0501-503.19-12	Medicare	11,404	8,276	12,500	12,600	**13,300**	700	5.6%
	Fringe Benefits	**321,194**	**222,137**	**326,600**	**328,200**	**343,400**	**15,200**	**4.6%**
101-0501-503.20-05	Professional Services	40,800	49,680	48,800	48,800	**49,800**	1,000	2.0%
101-0501-503.20-40	General Insurance	17,200	12,100	19,000	19,000	**20,000**	1,000	5.3%
101-0501-503.21-02	Equipment Maintenance	5,163	1,776	6,000	8,000	**8,200**	200	2.5%
101-0501-503.21-65	Other Services	137,414	84,533	134,300	134,300	**137,000**	2,700	2.0%
101-0501-503.22-01	Advertising	3,081	1,683	5,300	5,300	**5,400**	100	1.9%
101-0501-503.22-02	Dues	3,199	1,217	4,000	4,000	**4,100**	100	2.5%
101-0501-503.22-03	Training	7,947	6,978	8,800	8,800	**9,000**	200	2.3%
101-0501-503.22-05	Postage	38,543	31,444	39,000	40,900	**40,000**	(900)	(2.2%)
101-0501-503.22-10	Printing	17,982	20,143	22,300	22,300	**22,700**	400	1.8%
101-0501-503.22-15	Photocopying	5,428	3,873	6,000	8,200	**6,100**	(2,100)	(25.6%)
101-0501-503.22-25	IT/GIS Service Charge	43,100	33,200	46,100	46,100	**39,700**	(6,400)	(13.9%)
101-0501-503.22-30	Claims & Refunds	0	0	0	500	**500**	0	0.0%
	Contractual Services	**319,857**	**246,627**	**339,600**	**346,200**	**342,500**	**(3,700)**	**(1.1%)**
101-0501-503.30-01	Publications Periodicals	2,275	2,748	2,500	2,500	**2,600**	100	4.0%
101-0501-503.30-05	Office Supplies & Equip	15,215	10,932	18,200	18,200	**18,600**	400	2.2%
101-0501-503.30-25	Licensing Supplies	8,087	8,430	9,700	9,700	**9,900**	200	2.1%
101-0501-503.33-05	Other Supplies	162	461	500	500	**500**	0	0.0%
	Commodities	**25,739**	**22,571**	**30,900**	**30,900**	**31,600**	**700**	**2.3%**
101-0501-503.40-97	Inventory Short and Over	0	1,728	0	0	**0**	0	N/A
	Other Charges	**0**	**1,728**	**0**	**0**	**0**	**0**	**N/A**
	Total Finance	**1,476,903**	**1,080,812**	**1,562,000**	**1,573,500**	**1,640,200**	**66,700**	**4.2%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1060	Finance Director	D71	1.00	1.00	
1070	Assistant Finance Director	C52	1.00	1.00	
1075	Accounting Manager	C42	1.00	1.00	
1085	Accountant	C41	1.00	1.00	
1087	Budget Coordinator	B23	1.00	1.00	
1105	Village Clerk	B23	1.00	1.00	
1704	Payroll Coordinator	B23	1.00	1.00	
1702	Purchasing Coordinator	B22	1.00	1.00	
1806	Accounting Assistant	A13	0.50	0.50	
1763	Customer Service Representative	A12	1.00	1.00	
	Total F-T-E		**9.50**	**9.50**	**0.00**

Finance Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	9.50	9.50	
505	Water & Sewer Fund	8.50	8.00	(0.50)
	Total F-T-E All Funds	**18.00**	**17.50**	**(0.50)**

FINANCE

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-0501-503.10-01	Salaries	Salaries		864,600		915,200
101-0501-503.18-01	Temporary Help	Temporary Help		1,500		1,500
101-0501-503.18-05	Overtime Civilian	Overtime Civilian		2,100		6,000
		TOTAL SALARIES		**868,200**		**922,700**
FRINGE BENEFITS:						
101-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance		2,900		3,000
101-0501-503.19-05	Medical Insurance	Medical Insurance		149,200		154,500
101-0501-503.19-10	IMRF	IMRF		113,300		119,900
101-0501-503.19-11	Social Security	Social Security		50,200		52,700
101-0501-503.19-12	Medicare	Medicare		12,600		13,300
		TOTAL FRINGE BENEFITS		**328,200**		**343,400**
CONTRACTUAL SERVICES:						
101-0501-503.20-05	Professional Services	Pension actuarial	10,000		10,200	
		Annual audit (governmental funds share)	33,500		34,200	
		Annual actuarial valuation of post employment benefits (governmental funds share)	5,300	48,800	5,400	49,800
101-0501-503.20-40	General Insurance	Liability and property insurance		19,000		20,000
101-0501-503.21-02	Equipment Maintenance	NeoPost postage scale & postage meter	1,700		1,700	
		NeoPost folder/inserter	2,600		2,700	
		Alarm, cash registers, check signer, microcomputers, typewriters, binding machine and archive storage system	3,700	8,000	3,800	8,200
101-0501-503.21-65	Other Services	GFOA CAFR certificate fee	700		700	
		GFOA budget certificate fee	600		600	
		Tracker annual fee	1,900		1,900	
		Title searches	500		500	
		Cell phone charges	800		800	
		Credit card processing fees	20,800		21,200	
		Bank service fees	12,000		12,300	
		Ambulance billing services	90,000		91,800	
		Searchable Village Code - Laserfiche	6,000		6,200	
		Miscellaneous	1,000	134,300	1,000	137,000
101-0501-503.22-01	Advertising	Bid advertising	1,950		2,000	
		Hearing notices	1,800		1,800	
		Annual Treasurers Report	1,550	5,300	1,600	5,400

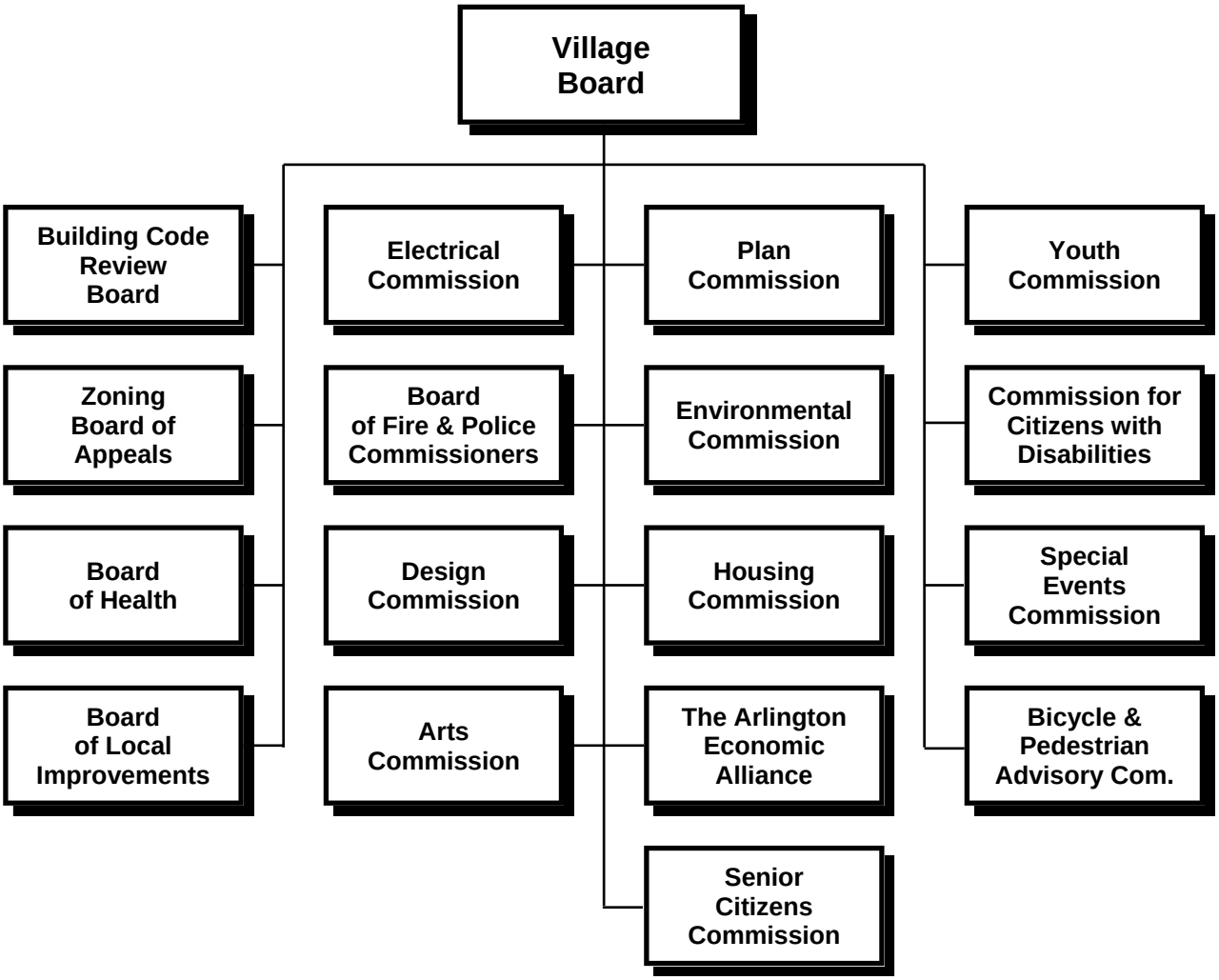
FINANCE

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-0501-503.22-02	Dues	GFOA, IGFOA, CPA, AICPA, IMTA and other organizations for Finance, Purchasing, Payroll and Village Clerk		4,000		4,100
101-0501-503.22-03	Training	GFOA and IGFOA programs	2,900		3,000	
		Purchasing programs	500		500	
		National GFOA Committee	1,000		1,000	
		Tuition reimbursement	2,400		2,500	
		Municipal Clerks' Conference	1,000		1,000	
		Seminars & webinars	1,000	8,800	1,000	9,000
101-0501-503.22-05	Postage	Vehicle licenses, disbursement checks, purchase orders, bids, special assessments, billings, shipping of magnetic tapes & miscellaneous		40,900		40,000
101-0501-503.22-10	Printing	Comprehensive Annual Financial Report	1,900		1,900	
		Annual Budget	2,600		2,600	
		Forms, checks, notices, envelopes, report covers, ordinances and misc. printing	2,100		2,200	
		Vehicle/animal applications	15,700	22,300	16,000	22,700
101-0501-503.22-15	Photocopying	Photocopies & supplies	6,900		4,800	
		Maintenance agreement Xerox 5150	1,000		1,000	
		Maintenance agreement Xerox WC4118P	300	8,200	300	6,100
101-0501-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		46,100		39,700
101-0501-503.22-30	Claims & Refunds	Claims and refunds		500		500
		TOTAL CONTRACTUAL SERVICES		**346,200**		**342,500**
COMMODITIES:						
101-0501-503.30-01	Publications/Periodicals	Miscellaneous publications		2,500		2,600
101-0501-503.30-05	Office Supplies & Equip	General office supplies and small equipment		18,200		18,600
101-0501-503.30-25	Licensing Supplies	Vehicle stickers	7,300		7,500	
		Dog tags & motorcycle tags	1,200		1,200	
		Taxi licensing supplies	1,200	9,700	1,200	9,900
101-0501-503.33-05	Other Supplies & Equip	Miscellaneous commodities		500		500
		TOTAL COMMODITIES		**30,900**		**31,600**
		TOTAL FINANCE		**1,573,500**		**1,640,200**

BOARDS & COMMISSIONS

ORGANIZATION STRUCTURE



BOARDS & COMMISSIONS

The boards and commissions of the Village promote citizen involvement and utilize the expertise and ideas of the citizens of Arlington Heights. They include:

Appointive Boards & Commissions

- **Plan Commission**: Holds public hearings and makes recommendations to the Village Board of Trustees relating to zoning, subdivision and planned development of land.
- **Zoning Board of Appeals**: May grant variances from zoning regulations.
- **Board of Health**: Protect health and prevent the spread of disease.
- **Board of Local Improvements**: Makes recommendations with regard to local improvements.
- **Board of Fire and Police Commissioners**: Appoints officers and sworn members of Fire and Police Departments, except chiefs and deputy chiefs.
- **Electrical Commission**: Recommends ordinances pertaining to electrical standards, permits and fees.

Other Boards & Commissions

- **Design Commission**: Reviews architectural elements for the Plan Commission, building permits, Zoning Board of Appeals and Downtown signs and sign variations.
- **Building Code Review Board**: Recommends variations from, and amendments to, the Building Code.
- **Environmental Commission**: Promotes the preservation and enhancement of the physical environment.
- **Housing Commission**: Recommends housing policies for the Village.
- **The Arlington Economic Alliance:** Provides advice to Village Board of Trustees on matters of business recruitment and retention.
- **Senior Citizens Commission**: Recommends programs for senior citizen welfare.
- **Youth Commission**: Recommends programs for youth welfare.
- **Commission for Citizens with Disabilities:** Recommends removal of barriers to handicapped citizens and otherwise identifies the needs of the disabled.
- **Bicycle & Pedestrian Advisory Commission**: Assists in the development of comprehensive plans for bikeways within the Village.
- **Special Events Commission**: Plans Village's special events.
- **Arts Commission:** Makes recommendations to the Village Board of Trustees on matters of culture and fine arts within the Village of Arlington Heights.

OPERATION SUMMARY

BOARDS & COMMISSIONS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Expenditures							
Personal Services	$4,620	$3,935	$9,351	$11,400	$11,400	$0	0.0%
Contractual Services	126,770	82,306	145,155	142,700	128,000	(14,700)	(10.3%)
Commodities	2,408	1,029	3,932	4,500	4,700	200	4.4%
Other Charges	83,074	48,542	89,983	95,721	89,500	(6,221)	(6.5%)
Total Expenditures	$216,872	$135,812	$248,421	$254,321	$233,600	($20,721)	(8.1%)

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$163,660	$106,339	$192,821	$198,100	$174,300	($23,800)	(12.0%)
A & E Fund	53,216	29,473	55,600	56,221	59,300	3,079	5.5%
Total Expenditures	$216,876	$135,812	$248,421	$254,321	$233,600	($20,721)	(8.1%)

BOARDS & COMMISSIONS - ADMINISTRATION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1001-502.20-40	General Insurance	2,700	1,900	3,000	3,000	**3,200**	200	6.7%
101-1001-502.22-02	Dues - Meet Chicago Northwest	76,800	61,900	77,600	77,600	**84,200**	6,600	8.5%
	Contractual Services	**79,500**	**63,800**	**80,600**	**80,600**	**87,400**	**6,800**	**8.4%**
101-1001-502.40-05	Grants - Arl Hts Com Con Band	6,700	4,600	7,400	7,000	**7,100**	100	1.4%
	Other Charges	**6,700**	**4,600**	**7,400**	**7,000**	**7,100**	**100**	**1.4%**
	Total B & C Administration	**86,200**	**68,400**	**88,000**	**87,600**	**94,500**	**6,900**	**7.9%**

ZONING BOARD OF APPEALS

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1003-502.10-03	Boards and Commissions	955	610	1,700	1,700	**1,700**	0	0.0%
	Salaries	**955**	**610**	**1,700**	**1,700**	**1,700**	**0**	**0.0%**
101-1003-502.19-11	Social Security	59	38	100	100	**100**	0	0.0%
101-1003-502.19-12	Medicare	14	9	100	100	**100**	0	0.0%
	Fringe Benefits	**73**	**47**	**200**	**200**	**200**	**0**	**0.0%**
101-1003-502.22-15	Photocopying	66	34	200	200	**200**	0	0.0%
	Contractual Services	**66**	**34**	**200**	**200**	**200**	**0**	**0.0%**
101-1003-502.30-05	Office Supplies & Equip	0	0	100	100	**100**	0	0.0%
	Commodities	**0**	**0**	**100**	**100**	**100**	**0**	**0.0%**
	Total Zoning Brd of Appeals	**1,094**	**691**	**2,200**	**2,200**	**2,200**	**0**	**0.0%**

BUILDING CODE REVIEW BOARD

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1004-502.10-03	Boards and Commissions	98	75	1,200	1,200	**1,200**	0	0.0%
	Salaries	**98**	**75**	**1,200**	**1,200**	**1,200**	**0**	**0.0%**
101-1004-502.19-11	Social Security	4	5	100	100	**100**	0	0.0%
101-1004-502.19-12	Medicare	1	1	100	100	**100**	0	0.0%
	Fringe Benefits	**5**	**6**	**200**	**200**	**200**	**0**	**0.0%**
	Total Bldg Code Review Brd	**103**	**81**	**1,400**	**1,400**	**1,400**	**0**	**0.0%**

BOARD OF LOCAL IMPROVEMENTS

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1007-502.10-03	Boards and Commissions	0	25	800	800	**800**	0	0.0%
	Salaries	**0**	**25**	**800**	**800**	**800**	**0**	**0.0%**
101-1007-502.19-11	Social Security	0	2	100	100	**100**	0	0.0%
101-1007-502.19-12	Medicare	0	0	100	100	**100**	0	0.0%
	Fringe Benefits	**0**	**2**	**200**	**200**	**200**	**0**	**0.0%**
	Total Brd of Local Improv	**0**	**27**	**1,000**	**1,000**	**1,000**	**0**	**0.0%**

BOARD OF FIRE AND POLICE COMMISSIONERS

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1008-502.10-03	Boards and Commissions	1,655	975	1,800	1,500	**1,500**	0	0.0%
	Salaries	**1,655**	**975**	**1,800**	**1,500**	**1,500**	**0**	**0.0%**
101-1008-502.19-11	Social Security	103	60	100	100	**100**	0	0.0%
101-1008-502.19-12	Medicare	24	14	100	100	**100**	0	0.0%
	Fringe Benefits	**127**	**74**	**200**	**200**	**200**	**0**	**0.0%**
101-1008-502.20-75	Examinations	42,873	13,115	55,000	49,000	**27,200**	(21,800)	(44.5%)
101-1008-502.22-01	Advertising	944	637	1,500	1,000	**1,500**	500	50.0%
101-1008-502.22-02	Dues	375	375	400	400	**400**	0	0.0%
101-1008-502.22-05	Postage	25	0	50	50	**50**	0	0.0%
101-1008-502.22-15	Photocopying	0	0	50	50	**50**	0	0.0%
	Contractual Services	**44,217**	**14,127**	**57,000**	**50,500**	**29,200**	**(21,300)**	**(42.2%)**
	Total Fire & Police Comm	**45,999**	**15,176**	**59,000**	**52,200**	**30,900**	**(21,300)**	**(40.8%)**

PLAN COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1009-502.10-03	Boards and Commissions	1,425	1,815	2,000	3,400	**3,400**	0	0.0%
	Salaries	**1,425**	**1,815**	**2,000**	**3,400**	**3,400**	**0**	**0.0%**
101-1009-502.19-11	Social Security	88	113	200	200	**200**	0	0.0%
101-1009-502.19-12	Medicare	21	26	100	100	**100**	0	0.0%
	Fringe Benefits	**109**	**139**	**300**	**300**	**300**	**0**	**0.0%**
101-1009-502.22-02	Dues	0	150	200	200	**200**	0	0.0%
101-1009-502.22-03	Training	0	0	0	300	**300**	0	0.0%
101-1009-502.22-15	Photocopying	116	78	250	500	**300**	(200)	(40.0%)
	Contractual Services	**116**	**228**	**450**	**1,000**	**800**	**(200)**	**(20.0%)**
	Total Plan Commission	**1,650**	**2,182**	**2,750**	**4,700**	**4,500**	**(200)**	**(4.3%)**

ENVIRONMENTAL COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1010-502.10-03	Boards and Commissions	160	155	700	1,500	**1,500**	0	0.0%
	Salaries	**160**	**155**	**700**	**1,500**	**1,500**	**0**	**0.0%**
101-1010-502.19-11	Social Security	10	10	35	100	**100**	0	0.0%
101-1010-502.19-12	Medicare	2	2	16	100	**100**	0	0.0%
	Fringe Benefits	**12**	**12**	**51**	**200**	**200**	**0**	**0.0%**
101-1010-502.22-05	Postage	2	10	30	100	**100**	0	0.0%
101-1010-502.22-10	Printing	0	0	100	400	**400**	0	0.0%
101-1010-502.22-15	Photocopying	0	0	50	100	**100**	0	0.0%
	Contractual Services	**2**	**10**	**180**	**600**	**600**	**0**	**0.0%**
101-1010-502.30-05	Office Supplies & Equip	84	0	25	100	**100**	0	0.0%
	Commodities	**84**	**0**	**25**	**100**	**100**	**0**	**0.0%**
	Total Environmental Commission	**258**	**177**	**956**	**2,400**	**2,400**	**0**	**0.0%**

HOUSING COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1011-502.22-05	Postage	2	2	100	100	**100**	0	0.0%
101-1011-502.22-15	Photocopying	27	0	100	100	**100**	0	0.0%
	Contractual Services	**29**	**2**	**200**	**200**	**200**	**0**	**0.0%**
101-1011-502.30-01	Publications	575	0	600	600	**600**	0	0.0%
101-1011-502.33-05	Other Supplies (program marktng)	0	0	500	500	**500**	0	0.0%
	Commodities	**575**	**0**	**1,100**	**1,100**	**1,100**	**0**	**0.0%**
101-1011-502.40-05	Grants	14,501	9,800	14,700	14,700	**0**	(14,700)	(100.0%)
	Other Charges	**14,501**	**9,800**	**14,700**	**14,700**	**0**	**(14,700)**	**(100.0%)**
	Total Housing Commission	**15,105**	**9,802**	**16,000**	**16,000**	**1,300**	**(14,700)**	**(91.9%)**

ELECTRICAL COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1012-502.22-03	Training	0	0	0	100	**100**	0	0.0%
	Contractual Services	**0**	**0**	**0**	**100**	**100**	**0**	**0.0%**
101-1012-502.32-80	Books	0	0	0	300	**300**	0	0.0%
	Commodities	**0**	**0**	**0**	**300**	**300**	**0**	**0.0%**
	Total Electrical Commission	**0**	**0**	**0**	**400**	**400**	**0**	**0.0%**

SENIOR CITIZENS COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1013-502.22-01	Advertising	0	0	500	500	**500**	0	0.0%
101-1013-502.22-05	Postage	87	20	200	200	**200**	0	0.0%
101-1013-502.22-15	Photocopying	100	82	300	300	**300**	0	0.0%
	Contractual Services	**187**	**102**	**1,000**	**1,000**	**1,000**	**0**	**0.0%**
101-1013-502.30-05	Office Supplies & Equip	189	64	100	200	**200**	0	0.0%
101-1013-502.33-05	Other Supplies	637	466	700	700	**700**	0	0.0%
	Commodities	**826**	**530**	**800**	**900**	**900**	**0**	**0.0%**
	Total Senior Citizen Comm	**1,013**	**632**	**1,800**	**1,900**	**1,900**	**0**	**0.0%**

YOUTH COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1014-502.22-05	Postage	0	0	100	100	**100**	0	0.0%
101-1014-502.22-10	Printing	0	0	100	100	**100**	0	0.0%
101-1014-502.22-15	Photocopying	118	0	100	100	**100**	0	0.0%
	Contractual Services	**118**	**0**	**300**	**300**	**300**	**0**	**0.0%**
101-1014-502.33-05	Other Supplies	0	0	100	100	**100**	0	0.0%
	Commodities	**0**	**0**	**100**	**100**	**100**	**0**	**0.0%**
	Total Youth Commission	**118**	**0**	**400**	**400**	**400**	**0**	**0.0%**

DESIGN COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1015-502.22-15	Photocopying	72	15	25	100	**100**	0	0.0%
	Contractual Services	**72**	**15**	**25**	**100**	**100**	**0**	**0.0%**
101-1015-502.30-05	Office Supplies & Equip	0	0	200	200	**400**	200	100.0%
	Commodities	**0**	**0**	**200**	**200**	**400**	**200**	**100.0%**
	Total Design Commission	**72**	**15**	**225**	**300**	**500**	**200**	**66.7%**

COMMISSION FOR CITIZENS WITH DISABILITIES

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1017-502.20-24	Disabled Citizen Programs	689	1,396	500	2,200	**2,200**	0	0.0%
101-1017-502.22-03	Training	0	0	100	300	**300**	0	0.0%
101-1017-502.22-05	Postage	211	192	300	500	**500**	0	0.0%
	Contractual Services	**900**	**1,588**	**900**	**3,000**	**3,000**	**0**	**0.0%**
101-1017-502.33-05	Other Supplies	216	226	207	300	**300**	0	0.0%
	Commodities	**216**	**226**	**207**	**300**	**300**	**0**	**0.0%**
101-1017-502.40-58	Disabled Citizen Donation	1,000	75	1,000	1,000	**1,000**	0	0.0%
	Other Charges	**1,000**	**75**	**1,000**	**1,000**	**1,000**	**0**	**0.0%**
	Total Disabilities Comm	**2,116**	**1,889**	**2,107**	**4,300**	**4,300**	**0**	**0.0%**

SPECIAL EVENTS COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1018-502.21-65	Other Services	22	1,679	1,400	1,400	**1,400**	0	0.0%
101-1018-502.22-05	Postage	545	154	100	100	**100**	0	0.0%
101-1018-502.22-10	Printing	0	220	500	500	**500**	0	0.0%
	Contractual Services	**567**	**2,053**	**2,000**	**2,000**	**2,000**	**0**	**0.0%**
101-1018-502.31-40	Agricultural Supplies	35	166	200	200	**200**	0	0.0%
	Commodities	**35**	**166**	**200**	**200**	**200**	**0**	**0.0%**
	Total Special Events Comm	**602**	**2,219**	**2,200**	**2,200**	**2,200**	**0**	**0.0%**

BICYCLE & PEDESTRIAN ADVISORY COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1019-502.22-02	Dues	360	0	500	500	**500**	0	0.0%
101-1019-502.22-03	Training	0	0	500	500	**500**	0	0.0%
101-1019-502.22-10	Printing	600	0	400	400	**400**	0	0.0%
101-1019-502.22-15	Photocopying	1	0	100	100	**100**	0	0.0%
	Contractual Services	**961**	**0**	**1,500**	**1,500**	**1,500**	**0**	**0.0%**
101-1019-502.30-01	Publications Periodicals	61	0	200	200	**200**	0	0.0%
	Commodities	**61**	**0**	**200**	**200**	**200**	**0**	**0.0%**
101-1019-502.40-55	Special Events	1,003	676	1,800	1,800	**6,800**	5,000	277.8%
	Other Charges	**1,003**	**676**	**1,800**	**1,800**	**6,800**	**5,000**	**277.8%**
	Total Bicycle & Pedestrian Advisory Commission	**2,025**	**676**	**3,500**	**3,500**	**8,500**	**5,000**	**142.9%**

THE ARLINGTON ECONOMIC ALLIANCE

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1021-502.22-15	Photocopying	0	0	0	300	**300**	0	0.0%
	Contractual Services	**0**	**0**	**0**	**300**	**300**	**0**	**0.0%**
101-1021-502.40-40	Promote Economic Bus Dev	6,655	3,918	9,483	15,000	**15,300**	300	2.0%
	Other Charges	**6,655**	**3,918**	**9,483**	**15,000**	**15,300**	**300**	**2.0%**
	Total Arl Economic Alliance	**6,655**	**3,918**	**9,483**	**15,300**	**15,600**	**300**	**2.0%**

ARTS COMMISSION

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-1022-502.22-05	Postage	143	225	500	800	**800**	0	0.0%
101-1022-502.22-15	Photocopying	13	122	300	500	**500**	0	0.0%
	Contractual Services	**156**	**347**	**800**	**1,300**	**1,300**	**0**	**0.0%**
101-1022-502.33-05	Other Supplies	494	107	1,000	1,000	**1,000**	0	0.0%
	Commodities	**494**	**107**	**1,000**	**1,000**	**1,000**	**0**	**0.0%**
	Total Arts Commission	**650**	**454**	**1,800**	**2,300**	**2,300**	**0**	**0.0%**
	TOTAL BRDS & COMM	**163,660**	**106,339**	**192,821**	**198,100**	**174,300**	**(23,800)**	**(12.0%)**

BOARDS & COMMISSIONS - ADMINISTRATION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1001-502.20-40	General Insurance	Insurance for Boards and Commissions and Historical Museum	3,000	3,200
101-1001-502.22-02	Dues	Meet Chicago Northwest (2015 based on 67% of 8% of FY2014 Hotel Tax receipts)	77,600	84,200
		TOTAL CONTRACTUAL SERVICES	**80,600**	**87,400**
OTHER CHARGES:				
101-1001-502.40-05	Grants	Arlington Heights Community Concert Band	7,000	7,100
		TOTAL OTHER CHARGES	**7,000**	**7,100**
		TOTAL B&C ADMINISTRATION	**87,600**	**94,500**

ZONING BOARD OF APPEALS

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
101-1003-502.10-03	Boards and Commissions	1 Chairman @ $20 per meeting 6 Members @ $15/pp per meeting	1,700	1,700
		TOTAL SALARIES	**1,700**	**1,700**
FRINGE BENEFITS:				
101-1003-502.19-11	Social Security	Social Security	100	100
101-1003-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	**200**	**200**
CONTRACTUAL SERVICES:				
101-1003-502.22-15	Photocopying	Photocopying	200	200
		TOTAL CONTRACTUAL SERVICES	**200**	**200**
COMMODITIES:				
101-1003-502.30-05	Office Supplies & Equip	Miscellaneous office supplies	100	100
		TOTAL COMMODITIES	**100**	**100**
		TOTAL ZONING BOARD OF APPEALS	**2,200**	**2,200**

BUILDING CODE REVIEW BOARD

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
101-1004-502.10-03	Boards and Commissions	4 Members x 12 meetings x $25	1,200	1,200
		TOTAL SALARIES	**1,200**	**1,200**
FRINGE BENEFITS:				
101-1004-502.19-11	Social Security	Social Security	100	100
101-1004-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	**200**	**200**
		TOTAL BUILDING CODE REVIEW BOARD	**1,400**	**1,400**

BOARD OF LOCAL IMPROVEMENTS

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
101-1007-502.10-03	Boards and Commissions	1 Chairman x 10 meetings x $20 4 Members x 10 meetings x $15	800	800
		TOTAL SALARIES	**800**	**800**
FRINGE BENEFITS:				
101-1007-502.19-11	Social Security	Social Security	100	100
101-1007-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	**200**	**200**
		TOTAL BOARD OF LOCAL OF IMPRV.	**1,000**	**1,000**

BOARD OF FIRE AND POLICE COMMISSIONERS

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
101-1008-502.10-03	Boards and Commissions	1 Chairman x 30 meetings x $20 2 Members x 30 meetings x $15	1,500	1,500
		TOTAL SALARIES	**1,500**	**1,500**
FRINGE BENEFITS:				
101-1008-502.19-11	Social Security	Social Security	100	100
101-1008-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	**200**	**200**
CONTRACTUAL SERVICES:				
101-1008-502.20-75	Examinations	Examinations	49,000	27,200
101-1008-502.22-01	Advertising	Advertising	1,000	1,500
101-1008-502.22-02	Dues	Fire/Police Comm. State membership	400	400
101-1008-502.22-05	Postage	Postage	50	50
101-1008-502.22-15	Photocopying	Photocopying	50	50
		TOTAL CONTRACTUAL SERVICES	**50,500**	**29,200**
		TOTAL BRD. OF POL. & FIRE COMM.	**52,200**	**30,900**

PLAN COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
101-1009-502.10-03	Boards and Commissions	1 Chairman x 24 meetings x $20 8 Members x 24 meetings x $15	3,400	3,400
		TOTAL SALARIES	**3,400**	**3,400**
FRINGE BENEFITS:				
101-1009-502.19-11	Social Security	Social Security	200	200
101-1009-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	**300**	**300**
CONTRACTUAL SERVICES:				
101-1009-502.22-02	Dues	APA membership dues	200	200
101-1009-502.22-03	Training	Educational and training materials	300	300
101-1009-502.22-15	Photocopying	Photocopying of minutes & agendas	500	300
		TOTAL CONTRACTUAL SERVICES	**1,000**	**800**
		TOTAL PLAN COMMISSION	**4,700**	**4,500**

ENVIRONMENTAL COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
101-1010-502.10-03	Boards and Commissions	1 Chairman x 12 meetings x $20 7 Members x 12 meetings x $15	1,500	1,500
		TOTAL SALARIES	**1,500**	**1,500**
FRINGE BENEFITS:				
101-1010-502.19-11	Social Security	Social Security	100	100
101-1010-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	**200**	**200**
CONTRACTUAL SERVICES:				
101-1010-502.22-05	Postage	Postage	100	100
101-1010-502.22-10	Printing	Printing of promotional materials	400	400
101-1010-502.22-15	Photocopying	Photocopying	100	100
		TOTAL CONTRACTUAL SERVICES	**600**	**600**
COMMODITIES:				
101-1010-502.30-05	Office Supplies & Equip	Office supplies; awards	100	100
		TOTAL COMMODITIES	**100**	**100**
		TOTAL ENVIRONMENTAL COMMISSION	**2,400**	**2,400**

HOUSING COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1011-502.22-05	Postage	Postage	100	100
101-1011-502.22-15	Photocopying	Photocopying	100	100
		TOTAL CONTRACTUAL SERVICES	**200**	**200**
COMMODITIES:				
101-1011-502.30-01	Publications	Subscription to on-line foreclosure data service	600	600
101-1011-502.33-05	Other Supplies	Other Supplies (program marketing)	500	500
		TOTAL COMMODITIES	**1,100**	**1,100**
OTHER CHARGES:				
101-1011-502.40-05	Grants	Rental Housing Assistance Program Grant (CEDA) for Arl. Hts. residents	14,700	0
		TOTAL OTHER CHARGES	**14,700**	**0**
		TOTAL HOUSING COMMISSION	**16,000**	**1,300**

ELECTRICAL COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1012-502.22-03	Training	Training and education	100	100
		TOTAL CONTRACTUAL SERVICES	**100**	**100**
COMMODITIES:				
101-1012-502.32-80	Books	Code books	300	300
		TOTAL COMMODITIES	**300**	**300**
		TOTAL ELECTRICAL COMMISSION	**400**	**400**

SENIOR CITIZENS COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1013-502.22-01	Advertising	Outreach/marketing/advertising	500	500
101-1013-502.22-05	Postage	Postage	200	200
101-1013-502.22-15	Photocopying	Photocopying	300	300
		TOTAL CONTRACTUAL SERVICES	**1,000**	**1,000**
COMMODITIES:				
101-1013-502.30-05	Office Supplies & Equip	Office supplies for public meetings	200	200
101-1013-502.33-05	Other Supplies & Equip	Commissioner pins, memorials, etc.	700	700
		TOTAL COMMODITIES	**900**	**900**
		TOTAL SENIOR CITIZENS COMM.	**1,900**	**1,900**

YOUTH COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1014-502.22-05	Postage	Postage	100	100
101-1014-502.22.10	Printing	Printing (Folders)	100	100
101-1014-502.22-15	Photocopying	Photocopying	100	100
		TOTAL CONTRACTUAL SERVICES	**300**	**300**
COMMODITIES:				
101-1014-502.33-05	Other Supplies & Equip	Teen Job Fair supplies & food	100	100
		TOTAL COMMODITIES	**100**	**100**
		TOTAL YOUTH COMMISSION	**400**	**400**

DESIGN COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1015-502.22-15	Photocopying	Photocopying	100	100
		TOTAL CONTRACTUAL SERVICES	**100**	**100**
COMMODITIES:				
101-1015-502.30-05	Office Supplies & Equip	Printing with color printer	200	200
		Award plaques	0	200
		TOTAL COMMODITIES	**200**	**400**
		TOTAL DESIGN COMMISSION	**300**	**500**

COMMISSION FOR CITIZENS WITH DISABILITIES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1017-502.20-24	Disabled Citizen Program	Disabled Citizens Community Awareness Projects	2,200	2,200
101-1017-502.22-03	Training	Local seminars, expos & conferences	300	300
101-1017-502.22-05	Postage	Postage	500	500
		TOTAL CONTRACTUAL SERVICES	**3,000**	**3,000**
COMMODITIES:				
101-1017-502.33-05	Other Supplies & Equip	Misc. supplies including instant film for Disabilities Carnival (funded by donations)	300	300
		TOTAL COMMODITIES	**300**	**300**
OTHER CHARGES:				
101-1017-502.40-58	Disabled Citizen Donations	Disability Carnival Sponsorship (funded entirely by donations)	1,000	1,000
		TOTAL OTHER CHARGES	**1,000**	**1,000**
		TOTAL COM. FOR CITIZENS W/DISAB	**4,300**	**4,300**

SPECIAL EVENTS COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1018-502.21-65	Other Services	Awards & plaques	1,400	1,400
101-1018-502.22-05	Postage	Postage	100	100
101-1018-502.22-10	Printing	Printing	500	500
		TOTAL CONTRACTUAL SERVICES	**2,000**	**2,000**
COMMODITIES:				
101-1018-502.31-40	Agricultural Supplies	Materials for parade floats	200	200
		TOTAL COMMODITIES	**200**	**200**
		TOTAL SPECIAL EVENTS COMM.	**2,200**	**2,200**

BICYCLE & PEDESTRIAN ADVISORY COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CONTRACTUAL SERVICES:						
101-1019-502.22-02	Dues	Membership dues		500		500
101-1019-502.22-03	Training	Education (TS101 materials, facility costs, advertising)		500		500
101-1019-502.22-10	Printing	Printing of educational material, bike maps		400		400
101-1019-502.22-15	Photocopying	Photocopying		100		100
		TOTAL CONTRACTUAL SERVICES		**1,500**		**1,500**
COMMODITIES:						
101-1019-502.30-01	Publications/Periodicals	Publications and periodicals		200		200
		TOTAL COMMODITIES		**200**		**200**
OTHER CHARGES:						
101-1019-502.40-55	Special Events	Bike Arlington Heights community event (bike patrol officers, rentals, shirts, printing, food)	1,800		1,800	
		Walk Arlington (Signage, Kiosk)	0	**1,800**	5,000	**6,800**
				1,800		**6,800**
		TOTAL BICYCLE & PEDESTRIAN ADVISORY COMMISSION		**3,500**		**8,500**

THE ARLINGTON ECONOMIC ALLIANCE

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CONTRACTUAL SERVICES:						
101-1021-502.22-15	Photocopying	Photocopying		300		300
		TOTAL CONTRACTUAL SERVICES		**300**		**300**
OTHER CHARGES:						
101-1021-502.40-40	Promote Econ & Bus Devlp	Business Retention Outreach - used for one-on-one and group meetings with businesses (includes Economic Outreach Breakfasts)	9,000		9,300	
		Newsletters (2)	6,000	15,000	6,000	15,300
		TOTAL OTHER CHARGES		**15,000**		**15,300**
		TOTAL ARL. ECONOMIC ALLIANCE		**15,300**		**15,600**

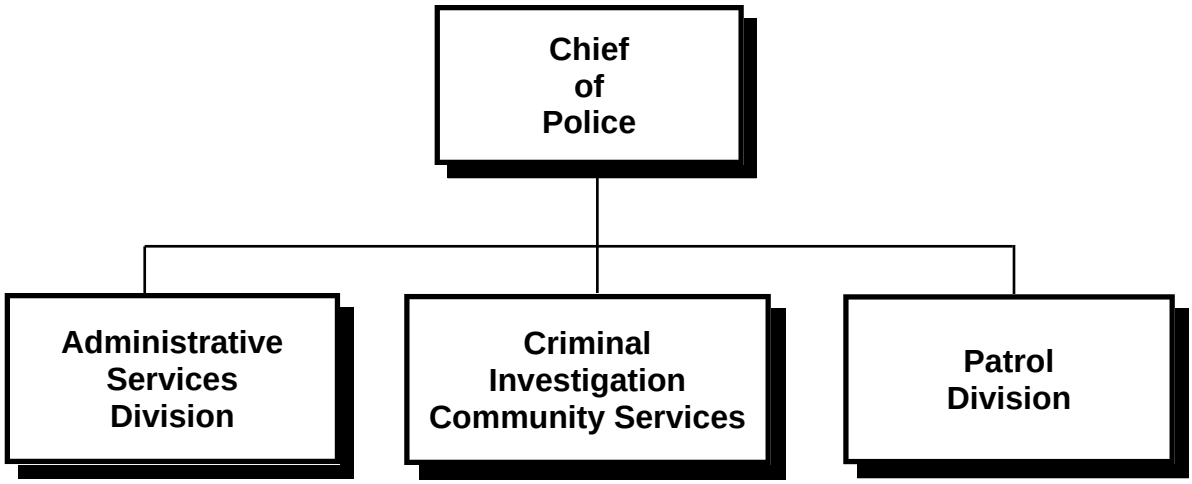
ARTS COMMISSION

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
101-1022-502.22-05	Postage	Postage	800	800
101-1022-502.22-15	Photocopying	Photocopying	500	500
		TOTAL CONTRACTUAL SERVICES	**1,300**	**1,300**
COMMODITIES:				
101-1022-502.33-05	Other Supplies & Equip	Awards, other supplies	1,000	1,000
		TOTAL COMMODITIES	**1,000**	**1,000**
		TOTAL ARTS COMMISSION	**2,300**	**2,300**
		TOTAL BOARDS & COMMISSIONS	**198,100**	**174,300**

POLICE (139.0 FTE)

ORGANIZATION STRUCTURE



POLICE

The Police Department is comprised of three Divisions.

ADMINISTRATIVE SERVICES DIVISION: This Division consists of the Records Bureau and the Support Bureau, which coordinate all support activity relative to the overall needs of the Police Department.

Records Bureau

Automated Data Processing, Networking and Records Management System Coordination: Manages police networking and communication systems.

Identification Services: Identification and processing of arrestees' records and photographs.

Records Management and Crime Analysis: The administrative processing and storage of police records/reports and computing of crime statistical data.

Support Bureau

Budgetary Preparation and Fiscal Management: Facilitates purchasing, payroll and reconciliatory budget activity.

Commission on Accreditation for Law Enforcement Agencies: Maintains and ensures compliance in standards set by the Commission on Accreditation for Law Enforcement Agencies.

Court Liaison: Provides supervision and coordination of cases prosecuted through the Court.

Emergency Operations Planning: Coordinates disaster planning, Homeland Security and civil defense assistance.

Evidence/Property Management: Controls evidence and property held by the Department.

Grant Preparation: Conducts research and develops grant opportunities.

I.T. Support: Coordinates technical support for computer and communication equipment.

Professional Standards-Internal Affairs: Investigates citizen inquiries and complaints regarding procedural and operational issues.

Training: Facilitates formal and in-service training programs.

CRIMINAL INVESTIGATION/COMMUNITY SERVICES DIVISION: The function of this Division is to provide both criminal and juvenile investigation/enforcement while responding to the needs of the community. This Division includes the Criminal Investigation Bureau and the Community Services Bureau.

Criminal Investigation Bureau

Adult Investigations: Investigates unsolved crimes, conducts follow-up investigations on calls for service, conducts financial crimes investigations, gathers intelligence, performs sex offender registration and monitoring, and initiates special investigations.

Drug Enforcement Administration Task Force: An officer assigned to the DEA Task Force for drug enforcement and asset forfeitures.

High School Liaison: Officers assigned to area high schools for direct counseling and intervention.

Juvenile Investigations: Prevention of youthful involvement in criminal activity through counseling services, Peer Jury, investigation and apprehension of juvenile offenders.

Gang Crimes: Gang deterrence through investigation, intervention, education and community interaction.

Community Services Bureau

Crime Prevention: Pro-active approach to crime prevention and community relations. Community based and long term collaborative problem solving management.

Problem Oriented Policing: Group initiative to address complex issues before they develop.

School Safety Planning: Liaison with school districts to develop and implement plans and procedures for addressing both man-made and natural disasters.

Special Event Planning: Security and planning of special events conducted in the community.

Victim Services: Formal assistance for victims of domestic violence and violent crimes.

PATROL DIVISION: The Patrol Division is responsible for the initial delivery of police services to the community. The Division includes the Patrol Bureau and the Traffic Bureau.

Patrol Bureau

Evidence Collection and Preservation: Forensic technician program to recover evidence.

Field Training: Coordination of the field training officers and process.

Park Counselor Program: Coordination of the park counselor summer program.

Preventative Patrol: Car, motorcycle, bicycle and foot patrol of the community.

Police Information Desk: Citizen assistance and direction provided at the reception desk.

K-9 Program: Dual-Purpose Narcotic Dogs/Handlers to assist with searches and tracking.

Traffic Bureau

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

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

Parking Enforcement: Responsible for the enforcement of parking ordinances.

Traffic Crash Investigation/Analysis: Traffic crash investigation and reconstruction.

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

2016 Accomplishments

1. The job responsibilities of desk personnel and street Public Services Officers were expanded.

2. Defensive Tactics and Rapid Deployment training was increased during 2016.

3. Advanced training and cybercrimes was provided to personnel in the Criminal Investigation Bureau.

4. An automatic scheduling system was implemented for the Police Department.

5. Seven additional officers were trained in Gang Crimes through NEMRT and the Midwest Gang Crimes Officers Association.

6. The Department completed a grant application for Crisis Intervention Team related activities, including outreach efforts and additional basic training through NEMRT.

7. The Police Department's traffic safety efforts were recognized with a state and national traffic safety award.

2017 Strategic Priorities

1. Opioid Task Force
Strategic Priority: Staff generated business plan project

The goal of the task force is to create additional access treatment points, reduce crime, reduce substance related harms, re-frame the roll law enforcement plays in community safety and unite the community.

Project Completion: Initial report issued by the task force will be completed by January 2017.

Project Leaders: Police Chief

Estimated Cost: the cost of this project is already included in the Department's Operational Budget.

Other Key 2017 Projects

A. Prepare for the 2017 on-sight reaccreditation review in August and attend the Commission on Law Enforcement Accreditation hearing in November.

B. Pursue the new Police Facility project

   1. Move to a temporary facility in Spring/Summer 2017
   2. Continue to work with the architectural firm on the design of the new facility.

C. Implement the thirteen goals that are outlined in the Police Department's 5-Year Strategic Plan.

Performance Measures	Calendar Year		
	2013	2014	2015
1. # of DUI Arrests	200	206	153
2. # of Citations Issued:			
Hazardous Citations	6,510	5,967	6,291
Non-Hazardous Citations	5,795	5,140	7,019
Parking Violations	16,729	17,746	15,596
Total Tickets Issued	29,034	28,853	28,906
3. Part I Crimes	854	809	721
Part II Crimes (all other offenses)	1,952	1,832	1,846
Total Crime Reported	2,806	2,641	2,567
4. Arrests:			
Adult	936	853	706
Juvenile	126	146	124
Total Arrests	1,062	999	830

2014 Citizen Satisfaction (Survey)	**(Conducted every three years)**
► Competence of the Officers	90.5% Rated Good to Excellent
► Courtesy of the Officers	88.5% Rated Good to Excellent
► Fairness of the Officers	87.4% Rated Good to Excellent
► Demeanor of the Officers	89.8% Rated Good to Excellent
► **Overall Satisfaction of Police Services**	**89.1% Rated Good to Excellent**

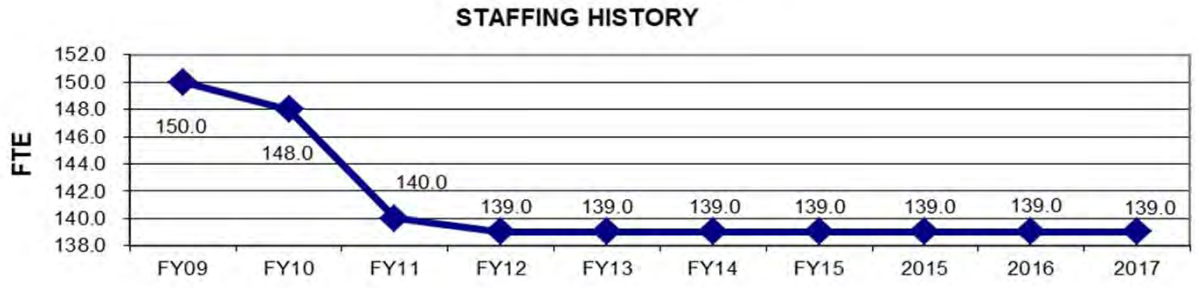
OPERATION SUMMARY

POLICE

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E							
General Fund - Police	133.00	133.00	133.00	133.00	133.00	0.00	0.0%
General Fund - Police Grant	1.00	1.00	1.00	1.00	1.00	0.00	0.0%
Municipal Park Opr Fund	5.00	5.00	5.00	5.00	5.00	0.00	0.0%
Total F-T-E	139.00	139.00	139.00	139.00	139.00	0.00	0.0%
Expenditures							
Personal Services	$21,510,616	$16,005,218	$22,281,800	$22,332,600	$22,528,100	$195,500	0.9%
Contractual Services	2,271,929	1,561,410	2,418,600	2,418,600	2,582,600	164,000	6.8%
Commodities	489,838	322,989	536,950	537,033	512,200	(24,833)	(4.6%)
Other Charges	24,711	38,056	20,000	20,000	38,000	18,000	90.0%
Capital Items	103,536	89,583	107,775	108,775	83,300	(25,475)	(23.4%)
Total Expenditures	$24,400,630	$18,017,256	$25,365,125	$25,417,008	$25,744,200	$327,192	1.3%

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund - Police	$23,548,791	$17,433,122	$24,524,050	$24,572,233	$24,908,000	$335,767	1.4%
General Fund - Police Grant	109,060	74,545	112,200	112,200	115,600	3,400	3.0%
Municipal Park Opr Fund	573,143	360,408	552,900	552,700	566,000	13,300	2.4%
Capital Projects Fund	103,536	89,583	107,775	108,775	83,300	(25,475)	(23.4%)
A & E Fund	66,100	59,600	68,200	71,100	71,300	200	0.3%
Total Expenditures	$24,400,630	$18,017,258	$25,365,125	$25,417,008	$25,744,200	$327,192	1.3%



POLICE

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-3001-511.10-01	Salaries	1,521,674	1,035,426	1,541,400	1,618,900	**1,636,200**	17,300	1.1%
101-3001-511.11-61	Police Administration	1,160,331	793,938	1,193,300	1,193,300	**1,232,800**	39,500	3.3%
101-3001-511.11-64	Police Supervision	1,535,731	1,075,450	1,623,200	1,623,200	**1,669,900**	46,700	2.9%
101-3001-511.11-70	Police Officer	7,186,277	4,838,963	7,550,000	7,840,400	**8,205,400**	365,000	4.7%
101-3001-511.18-01	Temporary Help	1,988	1,970	2,800	2,800	**2,900**	100	3.6%
101-3001-511.18-03	Seasonal Help	139,969	102,753	153,400	153,400	**157,200**	3,800	2.5%
101-3001-511.18-05	Overtime Civilian	44,372	34,342	60,500	60,500	**62,000**	1,500	2.5%
101-3001-511.18-07	Overtime Sworn	979,702	647,645	995,000	659,400	**675,900**	16,500	2.5%
101-3001-511.18-08	Overtime Sworn Court	165,672	100,140	213,100	213,100	**218,400**	5,300	2.5%
101-3001-511.18-09	Holiday Sworn	97,892	82,654	115,300	115,300	**118,200**	2,900	2.5%
101-3001-511.18-80	Special Detail	208,966	167,577	219,900	219,900	**225,400**	5,500	2.5%
101-3001-511.18-81	Special Detail Grants	81,614	59,879	82,800	82,800	**84,900**	2,100	2.5%
	Salaries	**13,124,188**	**8,940,737**	**13,750,700**	**13,783,000**	**14,289,200**	**506,200**	**3.7%**
101-3001-511.19-01	Workers Compensation	561,000	387,100	595,100	595,100	**613,000**	17,900	3.0%
101-3001-511.19-05	Medical Insurance	2,139,500	1,385,900	2,233,100	2,233,100	**2,380,700**	147,600	6.6%
101-3001-511.19-09	Public Safety Pension	4,529,400	4,500,000	4,500,000	4,500,000	**3,994,000**	(506,000)	(11.2%)
101-3001-511.19-10	IMRF	209,590	136,523	209,400	219,500	**222,000**	2,500	1.1%
101-3001-511.19-11	Social Security	95,438	66,164	109,000	113,800	**115,200**	1,400	1.2%
101-3001-511.19-12	Medicare	175,553	122,299	196,400	197,300	**201,600**	4,300	2.2%
	Fringe Benefits	**7,710,481**	**6,597,986**	**7,843,000**	**7,858,800**	**7,526,500**	**(332,300)**	**(4.2%)**
101-3001-511.20-37	Central Dispatch	760,680	516,155	807,000	807,000	**831,200**	24,200	3.0%
101-3001-511.20-40	General Insurance	236,800	166,600	261,100	261,100	**274,200**	13,100	5.0%
101-3001-511.21-02	Equipment Maintenance	31,529	26,042	40,600	40,600	**40,600**	0	0.0%
101-3001-511.21-65	Other Services	137,262	91,117	128,500	128,500	**128,500**	0	0.0%
101-3001-511.22-02	Dues	13,335	10,905	15,400	15,400	**17,400**	2,000	13.0%
101-3001-511.22-03	Training	87,743	88,469	112,600	112,600	**117,600**	5,000	4.4%
101-3001-511.22-05	Postage	10,629	8,241	12,200	12,200	**12,200**	0	0.0%
101-3001-511.22-10	Printing	6,732	6,807	10,200	10,200	**10,200**	0	0.0%
101-3001-511.22-15	Photocopying	14,004	7,523	16,000	16,000	**16,000**	0	0.0%
101-3001-511.22-25	IT/GIS Service Charge	423,900	305,800	447,600	447,600	**510,200**	62,600	14.0%
101-3001-511.22-37	Vehicle/Equip Lease Charge	486,500	310,200	532,700	532,700	**592,800**	60,100	11.3%
	Contractual Services	**2,209,114**	**1,537,859**	**2,383,900**	**2,383,900**	**2,550,900**	**167,000**	**7.0%**
101-3001-511.30-01	Publications Periodicals	1,575	1,268	3,300	3,300	**3,300**	0	0.0%
101-3001-511.30-05	Office Supplies & Equip	32,903	19,847	35,000	35,000	**33,000**	(2,000)	(5.7%)
101-3001-511.30-20	Photographic Supplies	3,920	2,215	4,000	4,000	**4,000**	0	0.0%
101-3001-511.30-35	Clothing	160,492	121,663	175,600	175,681	**176,800**	1,119	0.6%
101-3001-511.30-50	Petroleum Products	176,667	96,916	189,400	189,400	**170,900**	(18,500)	(9.8%)
101-3001-511.33-05	Other Supplies	10,084	6,257	12,800	12,800	**12,800**	0	0.0%
101-3001-511.33-25	Operational Supplies	76,363	61,993	92,850	92,852	**88,600**	(4,252)	(4.6%)
101-3001-511.33-30	Community Service Supply	18,293	8,326	13,500	13,500	**14,000**	500	3.7%
	Commodities	**480,297**	**318,485**	**526,450**	**526,533**	**503,400**	**(23,133)**	**(4.4%)**
101-3001-511.40-67	Canine Program	24,711	38,055	20,000	20,000	**38,000**	18,000	90.0%
	Other Charges	**24,711**	**38,055**	**20,000**	**20,000**	**38,000**	**18,000**	**90.0%**
	Total Police Admin	**23,548,791**	**17,433,122**	**24,524,050**	**24,572,233**	**24,908,000**	**335,767**	**1.4%**

POLICE GRANT

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-3005-511.10-01	Salaries	83,920	57,938	87,000	87,000	**89,900**	2,900	3.3%
	Salaries	**83,920**	**57,938**	**87,000**	**87,000**	**89,900**	**2,900**	**3.3%**
101-3005-511.19-01	Workers Compensation	300	200	300	300	**300**	0	0.0%
101-3005-511.19-05	Medical Insurance	7,000	4,500	6,800	6,800	**6,800**	0	0.0%
101-3005-511.19-10	IMRF	11,451	7,510	11,400	11,400	**11,700**	300	2.6%
101-3005-511.19-11	Social Security	5,178	3,564	5,400	5,400	**5,600**	200	3.7%
101-3005-511.19-12	Medicare	1,211	833	1,300	1,300	**1,300**	0	0.0%
	Fringe Benefits	**25,140**	**16,607**	**25,200**	**25,200**	**25,700**	**500**	**2.0%**
	Total Police Grant	**109,060**	**74,545**	**112,200**	**112,200**	**115,600**	**3,400**	**3.0%**
	Total Police Dept	**23,657,851**	**17,507,667**	**24,636,250**	**24,684,433**	**25,023,600**	**339,167**	**1.4%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1145	Chief of Police	D71	1.00	1.00	
1155	Deputy Chief of Police	C52	3.00	3.00	
1157	Police Commander	C43	5.00	5.00	
1165	Police Sergeant	C42	14.00	14.00	
1170	Police Officer	--	86.00	86.00	
1174	Records Supervisor	B23	1.00	1.00	
1177	Operations Support Supervisor	B23	1.00	1.00	
1175	Identification Technician	B21	1.00	1.00	
1180	Animal Welfare Officer	B21	2.00	1.00	(1.00)
1735	Administrative Assistant II	B21	1.00	1.00	
1701	Police Fiscal Clerk	B21	1.00	1.00	
1186	Public Service Officer	B21	0.00	1.00	1.00
1185	Public Service Officer	A13	10.00	10.00	
1173	Property Custodian	A13	1.00	1.00	
1740	Administrative Assistant I	A13	2.00	2.00	
1716	Records Clerk	A12	4.00	4.00	
	Total F-T-E		**133.00**	**133.00**	**0.00**

Police Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	Total F-T-E All Funds	**139.00**	**139.00**	**0.00**

POLICE

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
101-3001-511.10-01	Salaries	Salaries	1,618,900	1,636,200
101-3001-511.11-61	Police Administration	Police Administration	1,193,300	1,232,800
101-3001-511.11-64	Police Supervision	Police Supervision	1,623,200	1,669,900
101-3001-511.11-70	Police Officer	Police Officer	7,840,400	8,205,400
101-3001-511.18-01	Temporary Help	Temporary Help	2,800	2,900
101-3001-511.18-03	Seasonal Help	Seasonal Help	153,400	157,200
101-3001-511.18-05	Overtime Civilian	Overtime Civilian	60,500	62,000
101-3001-511.18-07	Overtime Sworn	Overtime Sworn	659,400	675,900
101-3001-511.18-08	Overtime Sworn Court	Overtime Sworn Court	213,100	218,400
101-3001-511.18-09	Holiday Sworn	Holiday Sworn	115,300	118,200
101-3001-511.18-80	Special Detail	Special Detail	219,900	225,400
101-3001-511.18-81	Special Detail Grant	Special Detail Grant	82,800	84,900
		TOTAL SALARIES	**13,783,000**	**14,289,200**
FRINGE BENEFITS:				
101-3001-511.19-01	Workers' Compensation	Workers' Compensation Insurance	595,100	613,000
101-3001-511.19-05	Medical Insurance	Medical Insurance	2,233,100	2,380,700
101-3001-511.19-09	Public Safety Pension	Public Safety Pension	4,500,000	3,994,000
101-3001-511.19-10	IMRF	IMRF	219,500	222,000
101-3001-511.19-11	Social Security	Social Security	113,800	115,200
101-3001-511.19-12	Medicare	Medicare	197,300	201,600
		TOTAL FRINGE BENEFITS	**7,858,800**	**7,526,500**
CONTRACTUAL SERVICES:				
101-3001-511.20-37	Central Dispatch	Police Department portion (75%) of costs for dispatching calls-for-service through the Northwest Central Dispatch System	807,000	831,200
101-3001-511.20-40	General Insurance	Liability and property insurance	261,100	274,200

POLICE

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-3001-511.21-02	Equipment Maintenance	Office machine equipment maint. Contracts				
		Typewriters	600		600	
		Fax machines	300		300	
		BEAST (property inventory system)	1,300		1,300	
		Lektriever service contract	800		800	
		Portable radios, modems, ISPERN maintenance contracts	5,000		5,000	
		Radar, security door lock & intercom system (Front Desk)	2,000		2,000	
		Records Management System	19,000		19,000	
		Police firing range maintenance (time & material)	3,800		3,800	
		Miscellaneous equipment maintenance: Breathalyzer	700		700	
		Video maintenance (desk/ops cameras)	4,000		4,000	
		Kodak I4200 Scanner	2,100		2,100	
		Microfilm	1,000	40,600	1,000	40,600
101-3001-511.21-65	Other Services	Cellular telephone service	35,000		35,000	
		T1 Data Line (Criminal Apprehension & Booking System)	2,700		2,700	
		Prisoner food	2,000		2,000	
		Bureau Investigation license applicants	1,100		1,100	
		Department weapons repair	400		400	
		Micro-film, duplication & shredding	2,500		2,500	
		Officers badge, shield & leather repair	800		800	
		Morgue transportation	7,500		7,500	
		Animal Welfare Services: Animal impounding fees	5,000		5,000	
		Blood Borne Pathogen Program: Equipment sterilization	2,000		2,000	
		Background reports	3,000		3,000	
		Language line	200		200	
		Critical Reach Alert (Trak System)	700		700	
		Annual software renewal/maintenance	13,000		13,000	
		Administrative Hearing Officer Program	19,000		19,000	
		Bio-hazard cleaning cell/squad car	2,000		2,000	
		Village-use background checks for non-criminal justice/criminal history inquires	2,000		2,000	
		Prisoner drug prescriptions	1,000		1,000	
		Mi-Fi services fee	1,700		1,700	
		Secretary of State License Suspensions	2,000		2,000	
		Ticket Scofflaw Program	9,800		9,800	
		Cell phone forensic license renewal	3,000		3,000	
		GPS Traker Data upgrades	1,600		1,600	
		Processing fees - subpoena records	500		500	
		Electronic file transfer fees	3,000		3,000	
		Outside range fees	4,000		4,000	
		Crash Data Recorder software renewal	2,000		2,000	
		Forensic Computer software renewal	1,000	128,500	1,000	128,500
101-3001-511.22-02	Dues	MCAT	3,100		3,100	
		Northern Illinois Police Alarm System	4,800		6,800	
		Other dues	7,500	15,400	7,500	17,400

Account Number	Account Title	Description	Budget 2016	Budget 2017
101-3001-511.22-03	Training	Course titles are listed as a selective representation of needed skills and specialty training:		
		Comprehensive Departmental Training:	30,300	30,300
		Northeast Multi-Regional training, Suburban Law Enforcement Academy memberships		
		Basic Recruit Training	18,300	18,300
		Field Operations:	7,300	12,300
		Accident Investigation		
		Traffic Law		
		Sensitivity Relations		
		Street Survival		
		Traffic Law Enforcement		
		Search and Seizure		
		Community Police Training:	6,800	6,800
		Problem Oriented Policing		
		Cultural and Ethnic Awareness		
		Community Policing Concepts		
		Technical Support:	6,000	6,000
		Field Training Officers		
		Breathalyzer		
		Forensic Technician		
		Crime Lab		
		Police Photography		
		Property Management		
		Police Records Management		
		Records Management System:	1,500	1,500
		Crime Analysis		
		Community Services:	1,900	1,900
		Crime Prevention		
		Criminal Investigations:	3,500	3,500
		Management of Criminal Investigations		
		Narcotic and Dangerous Drugs		
		Homicide, Suicide & Accidental Death		
		Rape & Sexual Deviance Investigation		
		Advd. Interrogations & Interviewing		
		Burglary & Theft Reduction		
		Forgery, Fraud & White Collar Crime		
		Death Investigations		
		Juvenile Investigations:	2,100	2,100
		Gang Awareness		
		Narcotic and Dangerous Drugs		
		Suicide and Accidental Death		
		Illinois Juvenile Officers Training		
		Advanced Juvenile Interviewing		
		Burglary and Theft Reduction		
		Command, Management & Supervision:	25,900	25,900
		Supervisory & Mid-Mngmnt Training		
		Records Supervisor		
		Leadership Training		
		Police Staff and Command		
		Disaster Management		
		Police Budgeting		
		Managing Change		
		Managing Productivity		
		Tuition Reimbursement		

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-3001-511.22-03	Training (cont.)	Conferences, Seminars & Meetings:	7,500		7,500	
		Ill. Assoc. of Chiefs of Police				
		Ill. Chief's Conference				
		Captain's Association Meetings				
		North Suburban Chief's Assoc.				
		Ill. Crime Prevention Conference				
		Emergency & Disaster Preparedness:	1,500		1,500	
		Northern Ill. Police Alarm System				
		Rapid Response Team				
		Total Training		112,600		117,600
101-3001-511.22-05	Postage	Regular and registered postage		12,200		12,200
101-3001-511.22-10	Printing	Crime Prevention:				
		Booklets, Pamphlet & Identification				
		Stickers	1,000		1,000	
		Operational:				
		Police Report & Identification Forms	4,000		4,000	
		Administrative:				
		Police manuals, records, envelopes				
		& other related forms	4,000		4,000	
		Administrative Hearing Officer Program	1,200	10,200	1,200	10,200
101-3001-511.22-15	Photocopying	Photocopies & supplies	6,000		6,000	
		Maintenance agreements	10,000	16,000	10,000	16,000
101-3001-511.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		447,600		510,200
101-3001-511.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		532,700		592,800
		TOTAL CONTRACTUAL SERVICES		**2,383,900**		**2,550,900**
COMMODITIES:						
101-3001-511.30-01	Publications/Periodicals	Miscellaneous publications		3,300		3,300
101-3001-511.30-05	Office Supplies & Equip	General office supplies		35,000		33,000
101-3001-511.30-20	Photographic Supplies	CD/DVD reproduction, flashes & batteries	2,000		2,000	
		Video supplies	2,000	4,000	2,000	4,000
101-3001-511.30-35	Clothing	Police Personnel:				
		Sworn Officers	125,000		126,500	
		Sworn Officers - new hires	21,700		27,800	
		Civilian Personnel	6,000		6,000	
		Leather jackets & other uniform items				
		not included in officers allotment per				
		Metropolitan Alliance of Police Contract	5,500		5,500	
		New and replacement badges, hat shields,				
		and shoulder patches	3,500		3,500	
		Specialty clothing:				
		Motorcycle / Bicycle Officers / Northern				
		Illinois Police Alarm System	6,500		6,500	
		Park Counselors	1,000		1,000	
		Prior Year Encumbrance Carryover	6,481	175,681	0	176,800

POLICE

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-3001-511.30-50	Petroleum Products	Gasoline for department vehicle(s)		189,400		170,900
101-3001-511.33-05	Other Supplies & Equip	Computer hardware/software	6,800		6,800	
		Employee recognition	6,000	12,800	6,000	12,800
101-3001-511.33-25	Operational Supplies	Ammunition	30,000		30,000	
		Range safety equipment & supplies	3,100		3,100	
		Evidence Processing/Property Security:				
		Property Management Section	1,500		1,500	
		Identification Technicians	1,500		1,500	
		Forensic Technicians	5,000		5,000	
		Criminal Investigations Bureau	1,000		1,000	
		Emergency equipment for Patrol Operations: flares, flashlight batteries, traffic vests, fire extinguishers, first-aid equipment	4,000		4,000	
		Station operation & lock-up expenditures: Cell mattresses, blankets, personal hygiene items for prisoners & identification equipment	2,000		2,000	
		Community Policing supplies	1,500		1,500	
		25 Motorola batteries	5,000		5,000	
		Bullet proof vest replacement (12)	18,000		18,000	
		Taser accessories	8,000		8,000	
		Animal welfare supplies	2,000		2,000	
		Bio-hazard equipment & supplies	6,000		6,000	
		Prior Year Encumbrance Carryover	4,252	92,852		88,600
101-3001-511.33-30	Community Service Supl	Training aids	1,000		1,500	
		Crime prevention specialty items	10,500		10,500	
		Citizen Police Academy supplies	1,000		1,000	
		Rockin with the Cops supplies	1,000	13,500	1,000	14,000
		TOTAL COMMODITIES		**526,533**		**503,400**
OTHER CHARGES:						
101-3001-511.40-67	Canine Program	Canine Olympic/recertification training	9,000		9,000	
		New Canine	0		18,000	
		Supplies	7,000		7,000	
		Equipment	4,000	20,000	4,000	38,000
		TOTAL OTHER CHARGES		**20,000**		**38,000**
		TOTAL POLICE - ADMINISTRATION		**24,572,233**		**24,908,000**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1176	Victim Services Coord (PG0400)	B23	1.00	1.00	
	Total F-T-E		**1.00**	**1.00**	**0.00**

Police Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	Total F-T-E All Funds	**139.00**	**139.00**	**0.00**

POLICE GRANT

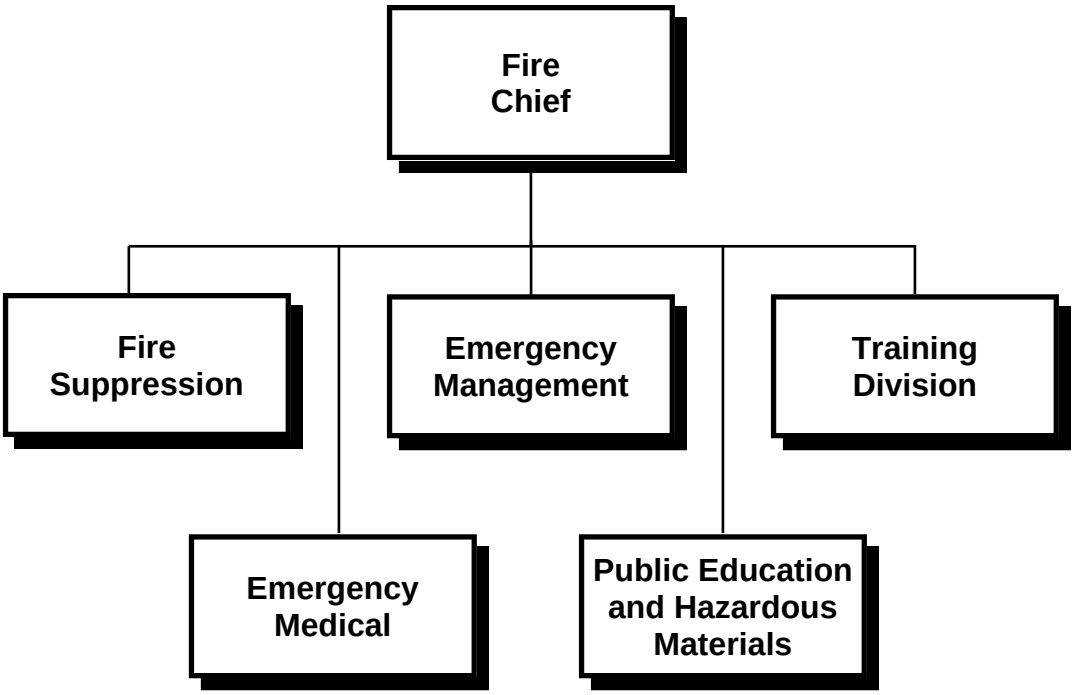
GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
101-3005-511.10-01	Salaries	Salaries (PG0400)*	87,000	89,900
		TOTAL SALARIES	**87,000**	**89,900**
FRINGE BENEFITS:				
101-3005-511.19-01	Workers' Compensation	Workers' Compensation Ins (PG0400)	300	300
101-3005-511.19-05	Medical Insurance	Medical Insurance (PG0400)	6,800	6,800
101-3005-511.19-10	IMRF	IMRF (PG0400)	11,400	11,700
101-3005-511.19-11	Social Security	Social Security (PG0400)	5,400	5,600
101-3005-511.19-12	Medicare	Medicare (PG0400)	1,300	1,300
		TOTAL FRINGE BENEFITS	**25,200**	**25,700**
		TOTAL POLICE GRANT	**112,200**	**115,600**
		TOTAL POLICE DEPARTMENT	**24,684,433**	**25,023,600**

* PG0400 - Victim Services Grant

FIRE (110.00 FTE)

ORGANIZATION STRUCTURE



FIRE

Firefighting and support functions are comprised of four main divisions.

Administrative Division: This division is responsible for providing administrative support to the Fire Department. In addition, Emergency Management Agency (EMA), Public Education, Hazardous Materials monitoring and Fire Investigations have been incorporated into this division.

Fire Suppression Division: This division is responsible for firefighting with three staffed engine companies and one truck company augmented by reserve apparatus staffed by off-duty personnel and the Mutual Aid Box Alarm System (MABAS) which is a multi-community, state-wide mutual aid system.

Emergency Medical Division: Four advanced life support ambulances are operated by the Fire Department along with two advanced life support rescue squads. The department also maintains two reserve ambulances and one reserve rescue squad. All Firefighters are trained and certified as Emergency Medical Technicians and more than half are trained and state-certified as Paramedics. Both Paramedics and EMTs are kept current through an extensive continuing education program facilitated by our system provider, Northwest Community Hospital.

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

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

The Fire Department responded to 9,892 calls for assistance in 2015. This included 2,956 fire and emergency calls and 6,936 ambulance calls.

2016 Accomplishments

1. **ISO Public Protection Classification 1 rating**
2. First power ambulance cot and cot loading system installed and in operation.
3. Upgraded and renovated the Emergency Operations Center.
4. Consolidated emergency management responsibilities by partnering with other Northwest Central Dispatch System municipalities.
5. Achieved a relative balance between mutual/automatic aid given to and received from other towns.
6. Began Fit Responder program.

2017 Strategic Priorities

1. **Integrated Mobile Health Care**
   Strategic Priority: Staff generated business plan project

   The Northwest Community Hospital (NCH) has developed plans for a one-year pilot program, set to begin in the fall of 2016, with the Palatine, Rolling Meadows, and Palatine Rural Fire Departments. Under this program one Paramedic would drive a municipal vehicle to scheduled appointments with residents who have recently been discharged from NCH. Upon completion of the one-year pilot program, other departments in the NCH system may elect to join the program.

   Project Completion: December 2017 – Village completes review of pilot program; January 2018 - tentative date to join the NCH program.

   Project Leader: Deputy Fire Chief Lyons, with assistance from Emergency Medical Services Division Chief, and Health and Human Services Staff.

   Estimated Cost: Village costs are estimated at $100 per hour. NCH will pay at a rate of $120 per hour, leaving a small cushion for unforeseen expenditures.

Performance Measures

	Calendar Year		
	2013	**2014**	**2015**
1. Service Calls:			
Fire	126	156	172
EMS	6,720	6,690	6,936
Hazmat	308	348	320
Emergency Assists	1,323	1,418	1,137
False Alarms	1,383	1,553	1,327
Total Calls	9,860	10,165	9,892
2. % Response Time 6 Minutes or Less (Goal of 90% or greater)			
Fire Calls (Structure Fires)	94.75%	93.30%	95.20%
EMS Calls (Emergencies)	90.34%	93.65%	95.00%
3. Mutual Aid / Auto Aid Responses:			
Calls Given	932	1,219	1,293
Calls Received	873	823	1,316
4. % of Operational Personnel Meeting Minimum Training Standards	98%	98%	98%

Performance Measures (cont.)

	Calendar Year		
	2013	2014	2015
5. # of Knox Boxes: of Knox Boxes:			
Installed During Calendar Year	30	26	73
Total Installed	1,035	1,061	1,134
6. ISO Rating:	2	2	2
7. Unit Responses:			
Ambulance 1	1,954	2,057	2,145
Ambulance 2	2,165	2,133	2,185
Ambulance 3	1,588	1,612	1,683
Ambulance 4	1,550	1,563	1,554
Subtotal Ambulances	7,257	7,365	7,567
Squad 1	2,481	2,607	2,601
Squad 2	2,599	2,627	2,592
Subtotal Squads	5,080	5,234	5,193
Engine 2	1,333	1,551	1,400
Engine 3	1,696	1,756	1,856
Engine 4	1,542	1,652	1,587
Subtotal Engines	4,576	4,959	4,843
Battalion 1	925	1,088	1,095
Ladder Tower 1	1,039	1,261	1,175
Reserve Ambulance 1	11	7	10
Reserve Ambulance 2	17	0	3
Reserve Squad 2	9	19	0
Reserve Engine 1	0	0	1
Total Unit Responses	18,914	19,933	19,887

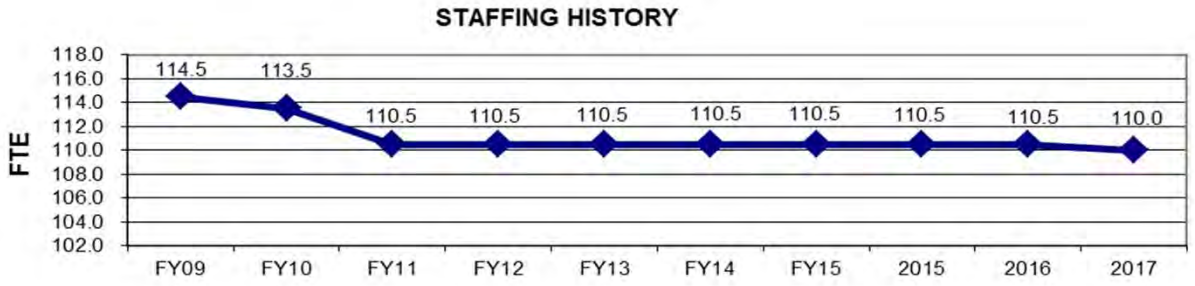
OPERATION SUMMARY

FIRE

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E	110.50	110.50	110.50	110.50	110.00	(0.50)	(0.5%)
Expenditures							
Personal Services	$18,785,223	$14,477,598	$19,463,700	$19,454,639	$19,786,300	$331,661	1.7%
Contractual Services	1,528,519	1,206,202	1,673,960	1,685,849	1,777,200	91,351	5.4%
Commodities	357,688	235,397	405,100	435,035	413,600	(21,435)	(4.9%)
Other Charges	0	0	0	0	0	0	N/A
Capital Items	159,415	111,590	270,100	290,489	351,500	61,011	21.0%
Total Expenditures	$20,830,845	$16,030,787	$21,812,860	$21,866,012	$22,328,600	$462,588	2.1%

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$20,660,259	$15,908,614	$21,536,260	$21,569,023	$21,968,500	$399,477	1.9%
Capital Projects Fund	159,415	111,590	270,100	290,489	351,500	61,011	21.0%
A &E Fund	11,170	10,582	6,500	6,500	8,600	2,100	32.3%
Total Expenditures	$20,830,844	$16,030,786	$21,812,860	$21,866,012	$22,328,600	$462,588	2.1%



FIRE

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-3501-512.10-01	Salaries	200,846	139,188	201,000	202,939	**169,300**	(33,639)	(16.6%)
101-3501-512.12-01	Fire Administration	973,708	688,604	1,034,400	1,028,000	**1,068,500**	40,500	3.9%
101-3501-512.12-16	Fire Supervision	1,786,784	1,245,035	1,785,800	1,786,400	**1,825,000**	38,600	2.2%
101-3501-512.12-21	Firefighter	7,243,200	4,894,546	7,700,000	8,022,500	**8,277,300**	254,800	3.2%
101-3501-512.18-01	Temporary Help	0	0	0	0	**0**	0	N/A
101-3501-512.18-05	Overtime Civilian	0	0	500	500	**500**	0	0.0%
101-3501-512.18-07	Overtime Sworn	728,434	569,272	700,000	370,100	**379,400**	9,300	2.5%
101-3501-512.18-09	Holiday Sworn	165,258	111,601	172,300	172,300	**176,600**	4,300	2.5%
101-3501-512.18-80	Special Detail	32,972	31,414	52,700	52,700	**54,000**	1,300	2.5%
	Salaries	**11,131,202**	**7,679,660**	**11,646,700**	**11,635,439**	**11,950,600**	**315,161**	**2.7%**
101-3501-512.19-01	Workers Compensation	561,100	387,200	595,200	595,200	**613,100**	17,900	3.0%
101-3501-512.19-05	Medical Insurance	1,887,600	1,213,600	1,913,000	1,913,000	**2,124,400**	211,400	11.1%
101-3501-512.19-09	Public Safety Pension	5,007,300	5,057,400	5,100,000	5,100,000	**4,889,000**	(211,000)	(4.1%)
101-3501-512.19-10	IMRF	27,331	18,042	26,300	28,800	**22,200**	(6,600)	(22.9%)
101-3501-512.19-11	Social Security	12,057	8,389	12,500	13,600	**10,500**	(3,100)	(22.8%)
101-3501-512.19-12	Medicare	147,463	102,725	163,500	162,100	**167,900**	5,800	3.6%
	Fringe Benefits	**7,642,851**	**6,787,356**	**7,810,500**	**7,812,700**	**7,827,100**	**14,400**	**0.2%**
101-3501-512.20-37	Central Dispatch	253,560	172,052	285,660	285,661	**294,100**	8,439	3.0%
101-3501-512.20-40	General Insurance	197,300	138,800	217,500	217,500	**228,400**	10,900	5.0%
101-3501-512.21-02	Equipment Maintenance	38,761	36,632	50,000	57,188	**48,200**	(8,988)	(15.7%)
101-3501-512.21-07	Vehicle Equip Maintenance	4,210	1,333	5,500	5,500	**5,600**	100	1.8%
101-3501-512.21-65	Other Services	22,961	17,705	37,000	37,000	**37,000**	0	0.0%
101-3501-512.22-02	Dues	22,145	1,490	30,000	30,000	**31,000**	1,000	3.3%
101-3501-512.22-03	Training	67,577	35,951	80,000	81,200	**87,700**	6,500	8.0%
101-3501-512.22-05	Postage	695	553	1,000	2,000	**2,000**	0	0.0%
101-3501-512.22-10	Printing	2,141	915	500	3,000	**3,000**	0	0.0%
101-3501-512.22-15	Photocopying	2,869	2,271	4,300	4,300	**4,300**	0	0.0%
101-3501-512.22-25	IT/GIS Service Charge	215,100	151,800	224,300	224,300	**227,000**	2,700	1.2%
101-3501-512.22-37	Vehicle/Equip Lease Charge	701,200	646,700	738,200	738,200	**808,900**	70,700	9.6%
	Contractual Services	**1,528,519**	**1,206,202**	**1,673,960**	**1,685,849**	**1,777,200**	**91,351**	**5.4%**
101-3501-512.30-01	Publications Periodicals	640	616	1,300	1,300	**1,300**	0	0.0%
101-3501-512.30-05	Office Supplies & Equip	8,501	4,078	9,000	9,000	**9,000**	0	0.0%
101-3501-512.30-20	Photographic Supplies	17	36	100	100	**100**	0	0.0%
101-3501-512.30-35	Clothing	132,690	91,150	130,000	147,075	**141,600**	(5,475)	(3.7%)
101-3501-512.30-50	Petroleum Products	84,818	40,701	75,000	81,500	**73,800**	(7,700)	(9.4%)
101-3501-512.31-45	Janitorial Supplies	5,832	5,565	9,000	9,000	**9,000**	0	0.0%
101-3501-512.31-55	Building Supplies	1,826	1,196	3,000	4,000	**4,000**	0	0.0%
101-3501-512.31-60	Chemicals	9,433	7,802	11,900	11,900	**12,000**	100	0.8%
101-3501-512.31-65	Other Equip & Supplies	30,022	18,291	35,800	35,800	**35,800**	0	0.0%
101-3501-512.31-85	Small Tools and Equipment	27,504	31,143	76,000	76,288	**68,500**	(7,788)	(10.2%)
101-3501-512.32-80	Books	3,524	5,434	6,000	8,300	**8,300**	0	0.0%
101-3501-512.33-05	Other Supplies	8,766	7,465	10,000	12,000	**12,200**	200	1.7%
101-3501-512.33-50	Medical Supplies	44,114	21,919	38,000	38,772	**38,000**	(772)	(2.0%)
	Commodities	**357,687**	**235,396**	**405,100**	**435,035**	**413,600**	**(21,435)**	**(4.9%)**
	Total Fire	**20,660,259**	**15,908,614**	**21,536,260**	**21,569,023**	**21,968,500**	**399,477**	**1.9%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1195	Fire Chief	D71	1.00	1.00	
1200	Deputy Fire Chief	D61	2.00	2.00	
1210	Battalion Chief	C43	3.00	3.00	
1211	Division Chief	C43	2.00	2.00	
1215	Fire Lieutenant	--	16.00	16.00	
1220	Firefighter II (Engineer)	--	12.00	12.00	
1225	Firefighter II (Paramedic)	--	51.00	51.00	
1230	Firefighter I	--	21.00	21.00	
1214	Assistant ESDA Coordinator	B22	0.50	0.00	(0.50)
1735	Administrative Assistant II	B21	1.00	1.00	
1718	Fire Fiscal Clerk	B21	1.00	1.00	
	Total F-T-E		**110.50**	**110.00**	**(0.50)**

Fire Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	110.50	110.00	(0.50)
	Total F-T-E All Funds	**110.50**	**110.00**	**(0.50)**

FIRE

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-3501-512.10-01	Salaries	Salaries		202,939		169,300
101-3501-512.12-01	Fire Administration	Fire Administration		1,028,000		1,068,500
101-3501-512.12-16	Fire Supervision	Fire Supervision		1,786,400		1,825,000
101-3501-512.12-21	Firefighter	Firefighter		8,022,500		8,277,300
101-3501-512.18-05	Overtime Civilian	Overtime Civilian		500		500
101-3501-512.18-07	Overtime Sworn	Overtime Sworn		370,100		379,400
101-3501-512.18-09	Holiday Sworn	Holiday Sworn		172,300		176,600
101-3501-512.18-80	Special Detail	Fireguard/ Ambulance Detail	28,000		22,000	
		Fire Instruction	6,000		6,000	
		MABAS Training (Reimbursable):	18,700		26,000	
		Fire Apparatus Engineering				
		Specialized Rescue Classes		52,700		54,000
		TOTAL SALARIES		**11,635,439**		**11,950,600**
FRINGE BENEFITS:						
101-3501-512.19-01	Workers' Compensation	Workers' Compensation Insurance		595,200		613,100
101-3501-512.19-05	Medical Insurance	Medical Insurance		1,913,000		2,124,400
101-3501-512.19-09	Public Safety Pension	Public Safety Pension		5,100,000		4,889,000
101-3501-512.19-10	IMRF	IMRF		28,800		22,200
101-3501-512.19-11	Social Security	Social Security		13,600		10,500
101-3501-512.19-12	Medicare	Medicare		162,100		167,900
		TOTAL FRINGE BENEFITS		**7,812,700**		**7,827,100**
CONTRACTUAL SERVICES:						
101-3501-512.20-37	Central Dispatch	Fire Department portion (25%)				
		Communications Services	285,661		277,100	
		JEMC Annual Membership Fee	0	285,661	17,000	294,100
101-3501-512.20-40	General Insurance	Liability and property insurance		217,500		228,400
101-3501-512.21-02	Equipment Maintenance	Mobile, main, portable & pager				
		radio repairs	8,100		8,100	
		Medical telemetry repairs	1,000		1,000	
		Medical defibrillator service contract	13,000		14,000	
		AED service contract	8,000		8,000	
		Office equipment repairs	200		200	
		Hose, nozzle & brass goods	500		500	
		Academy - hose, nozzle & brass goods	1,000		1,000	
		Station appliances	5,000		5,000	
		Medical equipment repairs	1,000		1,000	

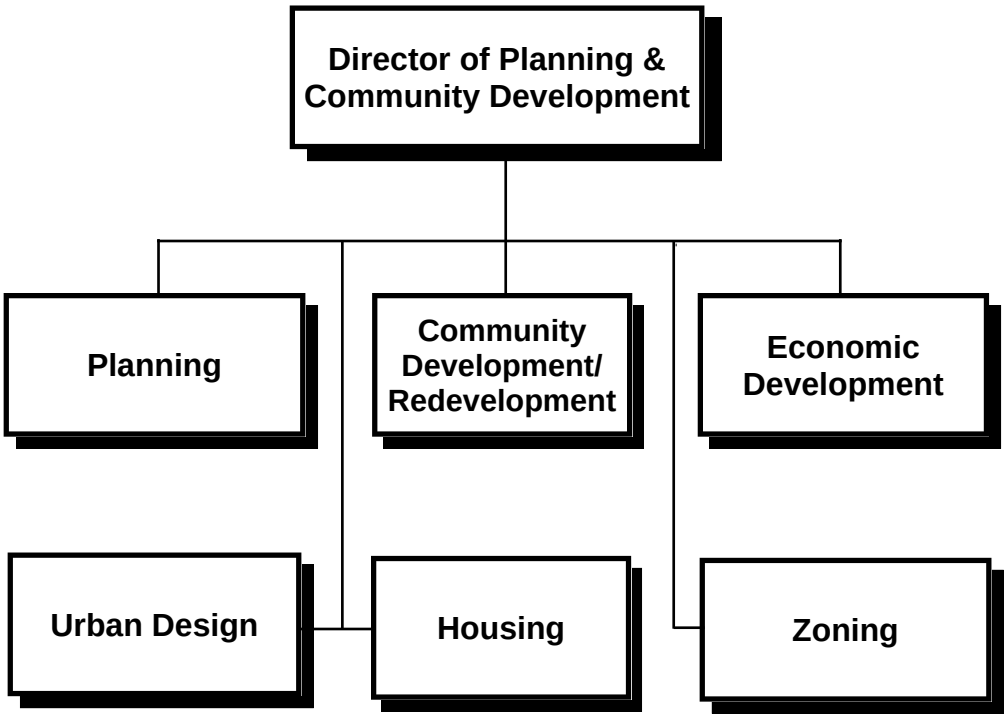
Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-3501-512.21-02	Equipment Maint (cont)	Self-contained breathing apparatus testing and repairs (IL OSHA)	3,700		3,700	
		SCBA compressor - service contract	3,700		3,700	
		Small tools & equipment	500		500	
		Academy - small tools & equipment	1,000		1,000	
		Test equipment repairs	500		500	
		Prior Year Encumbrance Carryover	9,988	57,188	0	48,200
101-3501-512.21-07	Vehicle Equip. Maint.	Lettering and graphics	1,300		1,300	
		Vehicle equipment changeovers	4,200	5,500	4,300	5,600
101-3501-512.21-65	Other Services	Cellular phone contract	15,000		15,000	
		Northwest Community Hospital computerized reporting system	7,000		7,000	
		Telestaff Scheduling Software-annual support	7,000		7,000	
		Video-conferencing system - annual maintenance & technical support	8,000	37,000	8,000	37,000
101-3501-512.22-02	Dues	Dues	2,500		2,500	
		Paramedic/EMT License Renewal	5,000		5,000	
		MABAS	2,500		3,500	
		NIPSTA	20,000	30,000	20,000	31,000
101-3501-512.22-03	Training	Firefighter/Officer Training:				
		State Cert. Basic Firefighter Course (3)	10,700		10,700	
		Fire Apparatus Engineer Cert. Class	2,000		2,000	
		State Certified F/O Programs	3,500		3,600	
		Mid-level Management Courses	3,000		3,000	
		Chief Officer Courses	7,000		7,100	
		Fire Dept. Instructors Conference	3,000		3,100	
		Academy - Instructor Training Seminar	1,500		1,500	
		Illinois Fire Chiefs Conferences	800		800	
		Continuing Education-Local Colleges	6,000		6,000	
		International Fire Chiefs Conference	1,000		1,000	
		Paramedic Continuing Education Classes	22,000		27,700	
		Paramedic Course NWCH	19,500		20,000	
		ESDA meetings, courses & seminars	1,200	81,200	1,200	87,700
101-3501-512.22-05	Postage	Regular and registered mail		2,000		2,000
101-3501-512.22-10	Printing	Fire, investigation and emergency incident reports	200		200	
		Ambulance reports	800		800	
		Administration forms and reports	1,500		1,500	
		Public education/ESDA	500	3,000	500	3,000
101-3501-512.22-15	Photocopying	Photocopies & supplies	1,600		1,600	
		Maintenance agreement Xerox 5150 (#2)	1,100		1,100	
		Maintenance agreement WC4118P (#2)	400		400	
		Maintenance agreement WC4118P (#1)	400		400	
		Maintenance agreement WC4118P (#3)	400		400	
		Maintenance agreement WC4118P (#4)	400	4,300	400	4,300
101-3501-512.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		224,300		227,000
101-3501-512.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		738,200		808,900
		TOTAL CONTRACTUAL SERVICES		**1,685,849**		**1,777,200**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
COMMODITIES:						
101-3501-512.30-01	Publications/Periodicals	Miscellaneous publications		1,300		1,300
101-3501-512.30-05	Office Supplies & Equip	General office supplies	7,500		7,500	
		Academy - office supplies	1,500	9,000	1,500	9,000
101-3501-512.30-20	Photographic Supplies	Misc. film, processing		100		100
101-3501-512.30-35	Clothing	Clothing for officers	7,500		7,500	
		Clothing for firefighters & paramedics	55,100		55,100	
		Firefighting protective clothing, boots, coats, bunker pants and gloves	41,100		42,000	
		Contractual employee uniform maintenance	37,000		37,000	
		Prior Year Encumbrance Carryover	6,375	147,075	0	141,600
101-3501-512.30-50	Petroleum Products	Gasoline for department vehicle(s)		81,500		73,800
101-3501-512.31-45	Janitorial Supplies	Miscellaneous janitorial supplies		9,000		9,000
101-3501-512.31-55	Building Supplies	Miscellaneous building supplies (lumber, paint and hardware)		4,000		4,000
101-3501-512.31-60	Chemicals	Medical oxygen	6,900		6,900	
		Fire extinguisher recharging & testing	1,700		1,800	
		Foam concentrates	3,300	11,900	3,300	12,000
101-3501-512.31-65	Other Equip. & Supplies	Radio & pager batteries and parts	4,500		4,500	
		Telemetry & defibrillator batteries/parts	2,700		2,700	
		Miscellaneous repairs to small equipment	6,800		6,800	
		Filters for air purification compressors	2,600		2,600	
		HAZ/MAT test sensors	2,700		2,700	
		Appliances for Fire Stations	7,000		7,000	
		Furniture for Fire Stations	5,000		5,000	
		Office furniture for Fire Stations	2,500		2,500	
		Emergency lighting and warning	2,000	35,800	2,000	35,800
101-3501-512.31-85	Small Tools and Equip.	Fire hose	10,000		10,200	
		Rope & related equipment	2,000		2,000	
		Dive rescue equipment	2,500		2,600	
		Hazmat equipment	3,500		3,600	
		Nozzles, applicators, brass goods & appliances	5,000		5,100	
		Miscellaneous tools, lights, etc.	28,000		28,000	
		Rescue equipment	6,000		6,000	
		USAR equipment	3,000		3,000	
		Radios, VHF portables	6,000		6,000	
		Academy - tools and related equipment	2,000		2,000	
		Prior Year Encumbrance Carryover	8,288	76,288	0	68,500

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-3501-512.32-80	Books	Officer Training Series updates	300		300	
		Advanced Firefighter Series	2,500		2,500	
		Updating station training manuals	300		300	
		Update maps and map books	100		100	
		Emergency Medical Training Series	900		900	
		Academy - reference books	3,000		3,000	
		Miscellaneous reference books	1,200	8,300	1,200	8,300
101-3501-512.33-05	Other Supplies & Equip	Station supplies & materials	4,100		4,200	
		Public education materials	5,500		5,600	
		Fire related computer software	2,400	12,000	2,400	12,200
101-3501-512.33-50	Medical Supplies	Expendable bandages, drugs and various portable equipment	37,500		38,000	
		Prior Year Encumbrance Carryover	1,272	38,772	0	38,000
		TOTAL COMMODITIES		**435,035**		**413,600**
		TOTAL FIRE DEPARTMENT		**21,569,023**		**21,968,500**

PLANNING & COMMUNITY DEVELOPMENT (9.00 FTE)

ORGANIZATION STRUCTURE



PLANNING & COMMUNITY DEVELOPMENT

The Planning & Community Development Department provides professional and technical assistance in the following areas:

Planning and Management Assistance: Maintains and updates planning related data, responds to inquiries on planning, zoning, signage, and subdivision matters, and conducts studies which assist the decision-making process of Village development. Analyzes and interprets zoning for all properties in the Village, Planned Unit Developments (PUD's) and special uses.

Long Range/Comprehensive Planning: Formulates policies affecting overall and long-term Village development; collects, analyzes and presents data to determine community goals, assists in their attainment and interprets the Comprehensive Plan and implements the Comprehensive Planning Program. Facilitates development of the Downtown Master Plan, Metra STAR Line Master Plan, Hickory Kensington Redevelopment Plan, Tax Increment Financing Districts, and coordinates its implementation.

Zoning and Development Review: Coordinates the Village's development review process for new development or redevelopment including PUD's, rezoning, special uses, preliminary and final plats of subdivision, land use variations and zoning variations. Analyzes issues and formulates recommendations to the Plan Commission and Village Board regarding the Zoning and Subdivision Control Regulations to better implement the Comprehensive Plan. Review building permits for compliance with zoning & subdivision, and sign codes.

Housing and Community Development: Administers the various grant programs available from Federal agencies and provides assistance to qualified residents and public/private agencies in obtaining funds for eligible services from these programs. Prepares the Village's 5-year Consolidated Plan, Annual Action Plans, and Fair Housing Plan, monitors legislation, and develops proposals and projects concerning affordable housing and other community development needs in the Village. Lead the Northwest Suburban Housing Collaborative in analyzing and addressing common housing issues of the Villages of Arlington Heights, Palatine, Buffalo Grove, Mount Prospect, and the City of Rolling Meadows.

Economic Development: Monitors community and economic development activities, and promotes and markets the Village to maintain and enhance its economic base. Coordinates the Business Retention and Attraction Programs and develops and coordinates the Discover Arlington Marketing and the Village's Economic Development Strategy.

Urban Design and Beautification: Oversees the review process for Design Commission applications, including single family homes, commercial development, variances for signage as well as administrative review of single family homes, commercial administrative review and signs in the Downtown and Village-wide. Implement Design Guidelines and Sign Code Tool Kit. Works in conjunction with other Village Departments to design and develop Capital Improvement design projects including Downtown streetscape, beautification, pedestrian spaces, banners, signage, and Green corridors.

Redevelopment: Analyzes, defines, selects, and prepares specific area redevelopment studies including a systematic approach to Downtown revitalization. Administer the Village's four Tax Increment Financing (TIF) Districts.

Boards and Commissions: Provides technical and administrative support, professional assistance and liaison to Boards and Commissions/Committees.

2016 Accomplishments

1. Completed Police Station RFP selection process for Architect and CM. Commenced Police Station schematic design.

2. The 2015 Comprehensive Plan was adopted and the 2015 annual Business Development Report was completed.

3. The Village joined the Cook County Home Consortium last year which resulted in changing the CBDG fiscal year and adopting additional Housing Plans during 2016 in order to implement this change.

4. Corridor studies were completed for the Rand Road/Palatine Road Corridor and the Northwest Highway Corridor.

5. Evergreen Avenue/Downtown Crosswalks - The Village issued a Request for Proposals (RFP) and retained the services of Hampton, Lenzini and Renwick, Inc. to prepare an analysis of the benefits of converting Evergreen Avenue Downtown from an auto dependent street to a pedestrian friendly street. The scope of work also analyzes potential mid-block cross walks on Evergreen, Dunton and Campbell streets.

6. New Streetscape Concepts for Downtown - Maintaining on the "cutting edge" of urban streetscape improvements, Department Staff developed several concepts for consideration in the 2017 Capital Improvement Program, including opportunities to create "outdoor living rooms" and "outdoor light ceiling" to add to the ambiance of the Downtown and the attractiveness of the community.

7. Sign Code Update – Several sign code amendments were drafted and adopted. Detailed review continued regarding electronic signage.

2017 Strategic Priorities

1. New Police Station

Strategic Priority: #1 Continue Infrastructure Improvement Efforts

The current Police Station is beyond its useful life. Multiple feasibility studies have identified building and space needs deficiencies. The 2015 feasibility study accepted by the Board identified the need for a new 70,500 square foot Police Station. In 2016 RFP's for Architectural Services and Construction Managements Services were prepared and distributed. Firms were interviewed and the Board concurred with the selection committee recommendation to hire Legat Architects and Riley Construction.

Project Completion:

Feb 2017 - CM prepares Design Development Budget;
May - June 2017 - Relocate Police Department;
June - July 2017 - Commence Construction;

Project Lead: Director of Planning & Community Development

Cost Estimate: $27.9 million construction plus soft costs, relocation costs etc. per the CIP

2. Downtown Entertainment Market Research

Strategic Priority: #2a. Examine ways to facilitate greater Entertainment/Restaurant emphasis

Downtown Arlington Heights is a suburban hotspot for dining and entertainment. By emphasizing these aspects further, we can further enhance the Downtown as a regular destination for residents and visitors alike. Planning & Community Development Staff will make concerted efforts to recruit restaurants and entertainment businesses to bring a diverse crowd to the Downtown.

Project Completion:
July 2017 – Conduct Market analysis; December 2017 – Issue report on potential changes to recruitment strategy.

Project Lead: Business Development Coordinator

Estimated Cost: TBD

3. Basic Architectural Plan Pilot Program

Strategic Priority: #5 Strengthen Communication and Relationship with the Business Community

This is a joint effort of the Chamber of Commerce and the Village. Many small businesses struggle with the initial informal phases of project planning and are apprehensive about incurring architecture expenses while they are unsure what the Village requires. Under this program the Village will develop an outline of different basic services. The Village would refer potential small business applicants to the Chamber who could assist them in finding an architecture firm who would be willing to provide limited scope service for a reasonable fee.

Project Completion: October 2017 – Chamber to implement referral program.

Project Lead: Director of Planning & Community Development, with assistance from Planning, Building, Engineering and Chamber of Commerce Staff.

Estimated Cost: Staff time.

4. Downtown Zoning

Strategic Priority: #2b Examine whether Zoning Ordinances and other codes should be updated to facilitate desired uses in the Downtown

The 2007 Downtown Master Plan identified several implementation policies relative to land uses and density bonus changes. Zoning code amendments were drafted and after public hearing tabled by the Board. Additionally, certain land uses may now be more desirable downtown and certain Building code potential uses. Review Downtown permitted use table to consider modification of permitted and special uses.

Project Completion: April 2017 Review Downtown permitted use table; Reevaluate the 2007 proposed zoning code change - Second Quarter 2017.

Project Lead: Deputy Director of Planning & Community Development

5. Encourage Development of Block 425 North ¾ of Block

Strategic Priority: #2c Encourage development of Block 425

Block 425 is a prime vacant site in Downtown that is ripe for redevelopment. Meet with the

Developer on a quarterly basis, or more frequently in the event redevelopment plans are prepared, to establish potential goals for redevelopment.

Project Completion: Meet quarterly with property owner/developer. Provide quarterly updates to the Board.

Project Lead: Director of Planning & Community Development

6. Encourage Development of Block 425 South ¼ of Block
Strategic Priority: #2c Encourage development of Block 425

Meet with the developer on a bi-monthly basis (or more frequently in the event redevelopment plans are submitted) to establish potential goals for redevelopment and encourage the developer to revise their plans to address several variations including density and seek/facilitate resolution of various Building and Fire code requirements.

Project Completion: Contact and meet bi-monthly with property owner/developer. Encourage developer to hold a neighborhood meeting and proceed to early review with the Board.

Project Lead: Deputy Director of Planning & Community Development

7. Business Retention Survey
Strategic Priority: #4a Identify ways to improve business process to increase customer service and efficiency.

Prepare a Business Retention Survey for community-wide distribution to build upon the Downtown Business Survey completed a few years ago. The survey will seek input from the Business Community on a variety of economic, business and government matters.

Project Completion: July 2017 - distribute survey; November 2017 - Survey results/final report

Project Lead: Business Development Coordinator

8. Conduct South Arlington Heights Road Corridor Improvements
Strategic Priority: #5a Evaluate prudent physical corridor improvements for Rand Road, Southtown/Southern Hotel District and other corridors.

In April 2016, hoteliers representing the Southtown corridor of Arlington Heights, and a representative from Meet Chicago Northwest, met with Village. In 2017, Staff will provide updated marketing flyers to the hotels, install new banners that better identify the area, and propose landscaping improvements. Additionally, Staff would like to conduct a formal comprehensive corridor study, similar to the one recently approved for the uptown Corridor. This will help determine future implementation that can greatly improve the aesthetic and economic value of the corridor.

Project Completion: Early 2017 - provide new/updated marketing materials to hoteliers; October 2017 - Complete comprehensive study and plan;

Project Lead: Deputy Director of Planning & Community Development

Estimated Cost: TBD

9. Rand Road Corridor Improvements
Strategic Priority: #5a Evaluate prudent physical corridor improvements for Rand Road, Southtown/Southern Hotel District and other corridors.

Develop a strong and positive image and appearance which establishes a unified image and sense of place which reinforces and supports commercial and economic activities along the corridor. A study was completed and accepted by the Board in June of 2016.

Project Completion: Fall 2017 – Construct/install year 1 design

Project Lead: Landscape Planner

Estimated Cost: Total cost - $576,600, 2017 Budget - $85,800.

10. Northwest Highway Corridor Improvements Implementation
Strategic Priority: #5a Evaluate prudent physical corridor improvements for Rand Road, Southtown/Southern Hotel District and other corridors.

Develop a strong and positive image and appearance which establishes a unified image and sense of place which reinforces and supports commercial and economic activities along the corridor. A plan was developed which focuses on landscaping and proposes improvements that include gateway features and intersection identity elements.

Project Completion: Summer/Fall 2017 - Public Works will coordinate construction/installation over six years.

Project Lead: Landscape Planner

Estimated Cost: Total cost - $434,000, 2017 Budget - $55,000.

11. TIF 5 Redevelopment
Strategic Priority: #5b Work towards implementation of TIF 5 redevelopment goals

TIF 5 consists of two shopping centers: For much of the past couple of years Town & Country has seen near-complete occupancy; Southpoint has struggled to lure tenants and customers. The center has great access, visibility and high traffic counts but multiple property ownership complicates redevelopment. Staff is looking to facilitate revival of Southpoint through a combination of new tenancy and development that will help reinvigorate the shopping center without harming current successful tenants.

Project Completion: Report on progress by June 2017 or as key developments occur.

Project Lead: Deputy Director of Planning & Community Development (TIF Funding); Business Development Coordinator (outreach to developers/property owners).

12. TIF 4 Redevelopment
Strategic Priority: #5b Work towards implementation of TIF 5 redevelopment goals

TIF 4 consists of the redevelopment of obsolete commercial properties to ameliorate blighted conditions. The Village has acquired several properties in TIF 4 and will continue to work with the Board's designated developer, Steve Leonard on attracting retail tenants.

Project Completion: The developer designation has been extended through 2017.

Project Lead: Deputy Director of Planning & Community Development

Cost Estimate: Not known at this time

Other Key Projects

A. Continue to explore electronic signage.

B. Coordinate pro-active Economic & Business Development program and initiatives.

C. Implement Phase I Downtown light ceiling.

D. Coordinate with Legal Department on comprehensive review of the zoning code.

Performance Measures	Calendar Year		
	2013	2014	2015
Staffing	9	9	9
1. Development – Plan Commission			
# of Temporary Files	67	51	33
# of Plat and Subdivision Cases	26	30	27
# of Comprehensive Plan Sub-Committee Cases	0	N/A	0
# of Ordinance Review Committee Cases	3	1	1
# of Special Use Waiver Cases for Antennas	7	10	7
# of PC Applications	23	25	22
Average # of days from application to PC Hearing	29	29	44
2. Development – Other			
# of all Zoning Reviews	2,296	2,331	2,161
# of ZBA Applications/Reviewed	41	51	34
# of Building Permit Reviews	1,933	2004	1,864
# of Business License Reviews	217	179	170
# of Home Occupation Reviews	18	102	13
3. Building Permit Review Time			
# Single-Family	2.3 days	3.7 days	2.6 days
# Multi-Family	1.9 days	1.9 days	2.2 days
# Commercial	3.3 days	2.9 days	3.0 days
# Fence	0.8 days	0.9 days	0.8 days
4. Sign Permits	284	306	266
5. Community Development			
# Single-Family Rehab Projects	3	2	2
# CDBG Public Services Beneficiaries	552	715	702
# Public Facility Improvement Projects	1	4	3
# Home Energy Audits Approved	N/A		NA
# Home Energy Loans Approved	N/A		NA
# Home Energy Audits Closed	N/A		NA

Performance Measures (cont.)	Calendar Year		
	2013	2014	2015
6. Business Development			
# Retention Business Visits	370	453	532
# Leads from all Sources	240	226	453
# Leads from ICSC Events	90	114	79
# Total Recruitment Contacts	528	428	532
# Chamber & Business Events Attended	50	55	63
# New Business Welcome Letters Sent	134	114	101
7. Design Review			
# of Reviews by Design Commission	64	55	73
# of Administrative Single Family Homes	76	78	74
# of Administrative Signage Reviews	18	10	15
# of Administrative Commercial	3	0	1
# of Temporary Files	40	44	35
# of Miscellaneous Administrative Reviews	10	6	1
# of Administrative Multi-Family Reviews	2	1	2
# of Small Rear Yard Addition Reviews	12	38	38
# of Total Reviews	225	232	239
8. Design Commission Review Time			
Full Design Commissions			
- Single-Family Home	19.4	19.4	17.6
- Commercial Project	16.4	11.3	19.6
- Downtown Commercial	N/A	N/A	13.0
- Sign Variation	18.6	19.4	17.4
- Multi-Family	4.0	N/A	19.5
- Institutional	18.0	N/A	21.0
- Mixed-Use	N/A	9.0	N/A
Administrative Design Review Time			
- Single-Family Home	6.5	6.2	8.9
- Commercial Project	5.5	N/A	11.0
- Sign Project	3.7	5.5	7.6
- Multi-family	1.0	7.0	7.5
9. Design – Other			
# of Landscape Reviews Commercial & Homes	56	54	53
# of Landscape Maintenance & Inspections	52	51	55
# of Landscape Beautification Projects	3	4	4
10. Public Art			
Event Recruitment Letters	808	753	*261
Follow-up Leads	451	479	437
Commission Events	12	12	11
*decreased as result of increased use of email, the Village website and the Village's Facebook page.			
11. Special Projects			
# of Special Projects	41	37	40

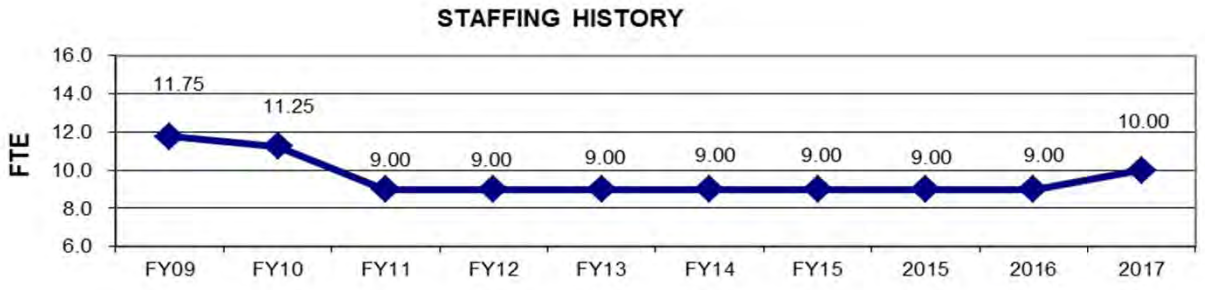
OPERATION SUMMARY

PLANNING & COMMUNITY DEVELOPMENT

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E							
General Fund	8.50	8.50	8.50	8.50	9.50	1.00	11.8%
CDBG Fund	0.50	0.50	0.50	0.50	0.50	0.00	0.0%
Total F-T-E	9.00	9.00	9.00	9.00	10.00	1.00	11.1%
Expenditures							
Personal Services	$1,274,485	$841,371	$1,304,500	$1,326,900	$1,444,700	$117,800	8.9%
Contractual Services	171,689	163,302	230,900	357,135	262,400	(94,735)	(26.5%)
Commodities	19,355	7,307	33,086	33,586	33,500	(86)	(0.3%)
Other Charges	238,062	208,923	331,000	335,930	330,000	(5,930)	(1.8%)
Capital Items	0	7,099	860,060	1,354,460	906,400	(448,060)	(33.1%)
Total Expenditures	$1,703,591	$1,228,002	$2,759,546	$3,408,011	$2,977,000	($431,011)	(12.6%)

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$1,456,424	$1,025,774	$1,724,886	$1,749,486	$1,793,600	$44,114	2.5%
CDBG Fund	57,450	55,500	55,500	55,500	57,000	1,500	2.7%
TIF I South Fund	47,987	24,222	12,000	25,000	25,000	0	0.0%
TIF III Fund	19,221	13,039	16,500	25,000	25,000	0	0.0%
TIF IV Fund	50,100	41,700	855,579	920,579	610,000	(310,579)	(33.7%)
TIF V Fund	72,409	46,916	5,600	520,690	204,800	(315,890)	(60.7%)
Hickory/Kensington TIF Fund	0	13,750	20,000	47,875	40,000	(7,875)	(16.4%)
Capital Projects Fund	0	7,099	69,481	63,881	221,600	157,719	246.9%
Total Expenditures	$1,703,591	$1,228,000	$2,759,546	$3,408,011	$2,977,000	($431,011)	(12.6%)



PLANNING

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-4001-521.10-01	Salaries	850,685	557,573	890,900	909,600	**978,500**	68,900	7.6%
101-4001-521.18-01	Temporary Help	16,031	7,530	9,200	9,200	**9,400**	200	2.2%
	Salaries	**866,716**	**565,103**	**900,100**	**918,800**	**987,900**	**69,100**	**7.5%**
101-4001-521.19-01	Workers Compensation	2,500	1,700	2,600	2,600	**2,700**	100	3.8%
101-4001-521.19-05	Medical Insurance	158,700	93,900	147,900	147,900	**181,300**	33,400	22.6%
101-4001-521.19-10	IMRF	123,109	79,494	123,700	126,100	**135,100**	9,000	7.1%
101-4001-521.19-11	Social Security	53,084	34,858	56,000	57,100	**60,700**	3,600	6.3%
101-4001-521.19-12	Medicare	12,926	8,736	13,900	14,100	**15,200**	1,100	7.8%
101-4001-521.19-23	Automobile Allowance	0	2,080	4,800	4,800	**4,800**	0	0.0%
	Fringe Benefits	**350,319**	**220,768**	**348,900**	**352,600**	**399,800**	**47,200**	**13.4%**
101-4001-521.20-05	Professional Services	4,198	35,318	75,800	75,832	**34,000**	(41,832)	(55.2%)
101-4001-521.20-40	General Insurance	6,000	4,200	6,600	6,600	**6,900**	300	4.5%
101-4001-521.21-02	Equipment Maintenance	34	34	1,000	1,000	**1,000**	0	0.0%
101-4001-521.21-65	Other Services	8,312	10,232	8,200	8,200	**8,200**	0	0.0%
101-4001-521.22-01	Advertising	6,722	5,825	6,500	6,500	**6,500**	0	0.0%
101-4001-521.22-02	Dues	3,184	2,311	3,600	3,600	**3,400**	(200)	(5.6%)
101-4001-521.22-03	Training	3,895	1,587	6,600	6,600	**7,000**	400	6.1%
101-4001-521.22-05	Postage	1,362	1,050	1,800	1,800	**1,600**	(200)	(11.1%)
101-4001-521.22-10	Printing	292	380	6,100	6,138	**3,000**	(3,138)	(51.1%)
101-4001-521.22-15	Photocopying	2,273	1,936	2,500	3,200	**3,100**	(100)	(3.1%)
101-4001-521.22-25	IT/GIS Service Charge	55,600	42,800	80,400	80,400	**62,200**	(18,200)	(22.6%)
101-4001-521.22-37	Vehicle/Equip Lease Charge	6,300	5,100	3,700	3,700	**5,500**	1,800	48.6%
	Contractual Services	**98,172**	**110,773**	**202,800**	**203,570**	**142,400**	**(61,170)**	**(30.0%)**
101-4001-521.30-01	Publications Periodicals	1,497	2,390	2,000	2,000	**2,000**	0	0.0%
101-4001-521.30-05	Office Supplies & Equip	8,365	4,376	9,000	9,500	**9,000**	(500)	(5.3%)
101-4001-521.30-50	Petroleum Products	955	241	1,100	1,100	**300**	(800)	(72.7%)
101-4001-521.32-80	Books	0	0	200	200	**200**	0	0.0%
101-4001-521.33-05	Other Supplies	8,538	300	20,786	20,786	**22,000**	1,214	5.8%
	Commodities	**19,355**	**7,307**	**33,086**	**33,586**	**33,500**	**(86)**	**(0.3%)**
101-4001-521.40-40	Promote Economic Bus Dev	86,243	76,638	134,000	134,890	**130,000**	(4,890)	(3.6%)
101-4001-521.40-41	Discover Arlington	25,619	45,185	66,000	66,040	**60,000**	(6,040)	(9.1%)
101-4001-521.40-43	Zero Interest Loan Program	10,000	0	40,000	40,000	**40,000**	0	0.0%
	Other Charges	**121,862**	**121,823**	**240,000**	**240,930**	**230,000**	**(10,930)**	**(4.5%)**
	Total Planning	**1,456,424**	**1,025,774**	**1,724,886**	**1,749,486**	**1,793,600**	**44,114**	**2.5%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1240	Director of Planning & Com Dvlp	D63	1.00	1.00	
1243	Deputy Dir of Plan & Com Dvlp	C52	1.00	1.00	
1244	Business Development Coord.	C42	1.00	1.00	
1245	Planner II	C42	3.50	3.50	
1254	Planning Assistant	B21	0.00	1.00	1.00
1735	Administrative Assistant II	B21	1.00	1.00	
1740	Administrative Assistant I	A13	1.00	1.00	
	Total F-T-E		**8.50**	**9.50**	**1.00**

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Planning Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	8.50	9.50	1.00
215	CDBG Fund	0.50	0.50	
	Total F-T-E All Funds	**9.00**	**10.00**	**1.00**

PLANNING

GENERAL FUND

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-4001-521.10-01	Salaries	Salaries		909,600		978,500
101-4001-521.18-01	Temporary Help	Temporary Help		9,200		9,400
		TOTAL SALARIES		**918,800**		**987,900**
FRINGE BENEFITS:						
101-4001-521.19-01	Workers' Compensation	Workers' Compensation Insurance		2,600		2,700
101-4001-521.19-05	Medical Insurance	Medical Insurance		147,900		181,300
101-4001-521.19-10	IMRF	IMRF		126,100		135,100
101-4001-521.19-11	Social Security	Social Security		57,100		60,700
101-4001-521.19-12	Medicare	Medicare		14,100		15,200
101-4001-521.19-23	Automobile Allowance	Automobile Allowance		4,800		4,800
		TOTAL FRINGE BENEFITS		**352,600**		**399,800**
CONTRACTUAL SERVICES:						
101-4001-521.20-05	Professional Services	Contractual planning services	75,000		34,000	
		Prior Year Encumbrance Carryover	832	75,832		34,000
101-4001-521.20-40	General Insurance	Liability and property insurance		6,600		6,900
101-4001-521.21-02	Equipment Maintenance	Office equipment and computers		1,000		1,000
101-4001-521.21-65	Other Services	Cell phone charges	1,200		1,200	
		Office support	1,200		1,200	
		Plan Commission transcribing	5,800	8,200	5,800	8,200
101-4001-521.22-01	Advertising	Plan Commission notices and other advertisements	3,300		3,300	
		Zoning Board of Appeals legal ads	3,200	6,500	3,200	6,500
101-4001-521.22-02	Dues	Dues		3,600		3,400
101-4001-521.22-03	Training	APA Convention	2,600		2,800	
		Upper Mid-West Conference	1,000		1,000	
		State & local meetings, court, CMAP, etc.	1,500		1,700	
		Continuing education/certification	1,500	6,600	1,500	7,000
101-4001-521.22-05	Postage	Mailing charges including mailing costs for survey and marketing mailings		1,800		1,600
101-4001-521.22-10	Printing	Reprint planning documents, reports, studies, etc.	3,000		3,000	
		Prior Year Encumbrance Carryover	3,138	6,138	0	3,000

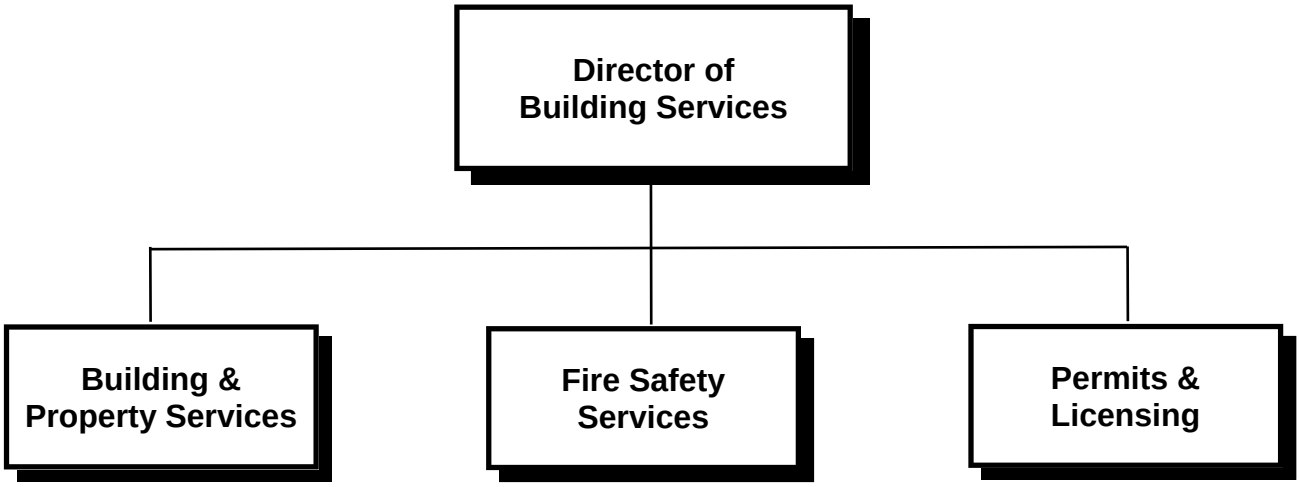
PLANNING

GENERAL FUND

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-4001-521.22-15	Photocopying	Photocopies & supplies	2,100		2,000	
		Maintenance agreement Minolta BH362	1,100	3,200	1,100	3,100
101-4001-521.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		80,400		62,200
101-4001-521.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		3,700		5,500
		TOTAL CONTRACTUAL SERVICES		**203,570**		**142,400**
COMMODITIES:						
101-4001-521.30-01	Publications/Periodicals	Miscellaneous publications		2,000		2,000
101-4001-521.30-05	Office Supplies & Equip	Stationery, file folders, pens, drafting materials and supplies		9,500		9,000
101-4001-521.30-50	Petroleum Products	Gasoline for department vehicle(s)		1,100		300
101-4001-521.32-80	Books	Planning documents & reference books		200		200
101-4001-521.33-05	Other Supplies & Equip	Specialized software	1,000		1,000	
		Miscellaneous materials	1,000		1,000	
		Hotel Visitors Guide	0		20,000	
		Prior Year Encumbrance Carryover	18,786	20,786	0	22,000
		TOTAL COMMODITIES		**33,586**		**33,500**
OTHER CHARGES:						
101-4001-521.40-40	Promote Econ & Bus Devlp	Promote economic development meetings, expos, conference, workshop display, space, equipment and rental, Costar	13,000		14,000	
		Special targeted marketing project e.g. market segment retail - vacant store front, hotel concierge, direct mail target attractions	13,000		13,000	
		Business attraction/trade advertising	16,000		17,500	
		Enhance trade show audio/visual display	3,000		3,000	
		Trade shows	10,000		10,500	
		New marketing materials/re-print	10,000		10,000	
		Business Retention - open house, survey, Chamber of Commerce meetings	2,000		4,000	
		Chamber of Commerce funding	8,000		8,000	
		Small Business Development Project with Chamber of Commerce	50,000		50,000	
		Prior Year Encumbrance Carryover	9,890	134,890	0	130,000
101-4001-521.40-41	Discover Arlington	Discover Arlington Heights Program	60,000		60,000	
		Prior Year Encumbrance Carryover	6,040	66,040	0	60,000
101-4001-521.40-43	Zero Interest Loan Prog.	Zero Interest Loan Program (MS1401)		40,000		40,000
		TOTAL OTHER CHARGES		**240,930**		**230,000**
		TOTAL PLANNING		**1,749,486**		**1,793,600**

BUILDING SERVICES (17.00 FTE)

ORGANIZATION STRUCTURE



BUILDING SERVICES

The Building Services Division regulates Construction, Buildings, Building Control Systems (Electrical, Plumbing, Mechanical/Heating/Ventilation, Energy Systems and Other Systems), Fire Safety/Protection Systems and All Provisions for Property Maintenance.

Building Services provides for the regulating of permits, inspections and licensing. Functions included are Administration, Plan Reviews, Code Enforcement, and follow-ups necessary for the safe occupancy and use of all buildings, structures and premises.

ADMINISTRATION OF PERMITS, INSPECTIONS AND LICENSING: These activities are the core services common to all areas within Building Services. The Director's office provides administration, support and oversight for the core services and their daily operations.

- **Permits:** Building Services receives applications for various construction permits, and routes pertinent documents to the respective departments within the Village for approvals. Once approved, the permit fee is tabulated, and permits are issued in compliance with the Village Code.

- **Inspections:** The Inspectors for Building Services validate code compliance for building, electrical, fire protection, plumbing, other systems, and Village design standards. Building Services also interfaces with contracted elevator services for inspections of all elevators, escalators and dumbwaiters to be compliant with State Code.

- **Licensing:** Building Services receives all business license applications. Applications are routed to the respective departments within the Village for comments and approvals. Any background investigations conducted by the Police Department are documented for the issuance of licenses. Building Services also receives contractor license applications and interfaces with State agencies for State issued licenses.

REVIEWS FOR COMPLIANCE ON PERMITS, INSPECTIONS AND LICENSING: Building Services conducts reviews at all hierarchical levels prior to granting approvals and issuing pertinent certificates.

- **Documents and Compliance Reviews Related to Permits:** Building Services coordinates all inter-departmental permit and plan reviews. This review verifies construction documents, proposals for non-construction changes and that all revisions are in compliance with the codes and applicable Village design standards. When necessary, structural engineers, elevator review inspection services and other consultants assist with some specialized reviews.

- **Field Reviews Related to Inspections:** Field reviews ensure that the scope of work complies with approved drawings. Deviations from approved drawings require addendum or revision to permit drawings and subsequent approvals by all applicable reviewers. Inspectors coordinate final inspections with the project architects or engineers, and require final "walk-through" and "sign-off" by the project architect or engineer before issuing appropriate certificates or final approvals.

- **Reviews Related to Licenses and License Renewals:** Reviews are conducted for code and premise compliance prior to approval and issuance of a new or renewed business license. This is reviewed on an annual basis and updated where necessary to reflect any changes made. Annual reviews, inspections and re-inspections for license renewals are performed by Fire Safety Inspectors to verify compliance with building and life safety codes. Multi-family dwelling structures are also inspected for required property maintenance and annual license renewals.

ENFORCEMENT OF REGULATIONS ON PERMITS, INSPECTIONS AND LICENSING: Enforcement activities and all ancillary due process follow-ups are delegated to field personnel and their immediate supervisors.

- **Permit Regulations:** Building Services enforces Village Code provisions for work done without permits or that exceed the scope of the approved plans and issues related to expired permits and extensions.

- **Inspections:** Building Services conducts inspections to enforce:
  - Construction provisions related to codes, occupancy and use and proper premise maintenance
  - Property maintenance provisions for structures and premises and compliance verification with the Village property maintenance codes
  - The Village Zoning Ordinance and special conditions or restrictions imposed on properties and premises by Village ordinances through routine inspections and complaint referrals

- **Enforcement Issues Regarding License Violations:** Investigative inspections are conducted for complaints received and for license violations. The Director's office interfaces with the Village Manager's Office and the Police and Legal Departments on violations, referrals, and suspensions or revocations of licenses. Building Services enforces licensing provisions and monitors contractors' licenses to verify their validity for work durations. Investigation and logging of complaints filed by the general public is the responsibility of Building Services.

FOLLOW-UP FOR PREMISES SAFETY: Building Services Inspectors interface with the Fire and Police Departments in code matters for the safe occupancy and use of buildings, structures, and premises.

- **Regulating Property and Premises for Emergency Responders:** Building Services Fire and Safety Inspectors assign all street addresses, as required by code, for emergency responders.

- **Regulating Property and Premises for Signs:** Building Services also conducts safety and routine inspections for premise signs, enforcing the provisions of the Village Sign Ordinance.

- **Regulating Safety on Property and Premises in Response to Disasters:** Safety inspections are conducted by Building Services Inspectors on 24-hour on-call basis for emergency incidents such as fires, building collapses and other disasters.

INTERFACE WITH BOARDS AND COMMISSIONS: The Director's office interfaces with the Building Code Review Board (BCRB) and the Electrical Commission. The recommendations made by the Boards and Commissions subsequently approved by the Village Board for buildings, structures, and premises are enforced.

- **Referrals and Support to the BCRB:** Building Services makes referrals and provides support to the BCRB where applicants encounter unusual hardships in meeting the codes.

- **Code proposals for Review by the BCRB:** Building Services analyzes code provisions and makes code change proposals and recommendations on materials and building systems.

- **Advisory support from the BCRB:** Building Services receives advisory support from the BCRB for specialized technical expertise and reviews.

- **Other Boards and Commissions:** Building Services enforces the decisions made by other Boards and Commissions including, but not limited to, zoning variances, design standards, and electricity regulations.

2016 Accomplishments

1. Experienced significant personnel turnover in the Building Department including: a new full-time Director dedicated to building services functions, a new Fire Safety Supervisor, two new Building Inspectors, and two new Front Counter staff.

2. Updated the Department's technology by replacing basic cell phones with smart phones and utilizing field service IPads to improve communications and recordkeeping.

3. Initiated an evaluation of the Department's inspection and plan review processes, as well as a review of services offered on the Village's website.

2017 Strategic Priorities

1. **Evaluate Existing Building Services Department Technologies**
   Strategic Priority: #4a Identify ways to improve business processes to increase customer service and efficiency

   The existing technologies used by the Building Department need to be evaluated to determine that functionality is being maximized for data analysis, management and staff operational efficiencies, and improved customer service.

   Project Completion: Explore technologies by September 2017; Purchase by December 2017; Determine if COGNOS report writer is acceptable by June 2017;

   Project Lead: Building Services Director, with assistance from Building Services, ISD, and Legal Staff.

   Cost Estimate: TBD in 2018.

2. **Vacant Space Pre-Inspection Pilot Program**
   Strategic Priority: #4a Identify ways to improve business processes to increase customer service and efficiency

   Under this pilot program the Village would provide inspections of vacant buildings at the property owner's request for a fee. The inspection would identify any major code issues that would need to be addressed before any use could occupy the space. By identifying issues early, this would allow property owners to either address the issues to make the site more marketable, or it would create clear expectations in lease negotiations on what will and will not be improved and by whom.

   Project Completion: Implement program by August 2017.

   Project Lead: Building Services Director, with assistance from Building Services, Health and Human Services, Public Works, Engineering, Planning, and Chamber Staff.

   Estimated Cost: Staff time offset by fees.

3. **Evaluate Existing Workflows**
   Strategic Priority: #4a Identify ways to improve business processes to increase customer service and efficiency

   Workflow and staff responsibilities will be mapped and evaluated. Evaluation will focus on non-required steps, linear processes, bottlenecks, and established responsibilities for Staff.

   Project Completion: Recommendations on updated processes by December 2017.

Project Leader: Building Services Director, Assistant Building Official, and Fire Safety Supervisor.

Estimated Cost: $300 for Microsoft Visio process mapping software.

4. 2018 ICC and 2017 NEC Code Series Adoption
Strategic Priority: Staff generated business plan project

Multi-year review process of latest version of codes, presentation of significant changes, and staff recommended amendments to the BCRB and Village Board.

Project Completion: Project to begin mid-2017 as code books become available from ICC.

Project Leader: Building Services Director, Assistant Building Official, and Fire Safety Supervisor.

Estimated Cost: $10,000 for new code books and supplementary documents.

Performance Measures

		Calendar Year		
Category	**Programs or Functions**	**2013**	**2014**	**2015**
Plan Review Time	Average number of days to review plans			
Residential	Single Family & Accessory Structures	3	3	4.77
Commercial	Commercial & Multi-Family	4	5	4.55
Permit Applications	Single Family & Accessory Structures	2,715	3,125	3,020
	Commercial & Multi-Family	737	670	808
	Demolitions	114	120	126
	Electrical	462	404	339
	HVAC	104	102	73
	Plumbing	638	569	537
	Signs	304	265	253
	Fire Protection	198	249	243
	Other	407	303	193
	Total Number of Permits	**5,679**	**5,807**	**5,592**
Construction Related Inspections	Building	4,798	5,083	5,790
	Electrical	1,816	1,998	2,315
	HVAC	777	863	960
	Plumbing	1,678	1,838	1,915
	Sign	243	194	731
	Fire Protection	999	562	613
	Other	1,446	2,109	2,286
	Total Number of Inspections	**11,757**	**12,647**	**14,610**
Elevator Safety Inspections	Annual Inspections	486	458	451
	Annual Re-inspections		347	269
	Permit Inspections		78	76
	Permit Re-inspections		52	27
	Plan Reviews		121	134
	New Installation		9	9
	Safety Related Complaints	8	0	0
	Total Number of Inspections	**494**	**1065**	**966**
Licenses	Business Renewals	1,996	1,639	1,609
	New Businesses	269	263	250
	Contractor Renewals	1,459	1,362	1,317
	New Contractors	530	544	458
	Total Number of Licenses	**4,254**	**3,808**	**3,634**

Citizen Contacts	Complaints Received	1,072	1,278	1,095
	Follow Up Inspections	2,415	2,660	2,245
	FOIA Compliance	453	447	401
Fire Safety Inspections	Annual	2,103	1,982	1,492
	Re-Inspections	1,043	867	604
	Sprinkler	204	150	175
	Alarm	501	307	260
	Haz-Mat	4	4	0
	Backup for Department (licenses, emergencies, courtesy, etc.)	1,575	1,328	1,235
	Plan Reviews	524	456	459
	Total	**5,954**	**5,094**	**4,225**
Fire Safety Inspections	Clerical and Office Duties (In Hours)	4,579	4,042	3,159

Three Year Comparison of Construction Value

Type of Permit	2013	2014	2015
Single, two-family & Accessory Structures: Alterations, Additions, & New Construction	$ 49,333,531	$ 52,908,942	$ 55,176,182
Commercial & Multi-Family Structures: Alterations, Additions, & New Construction	$ 351,354,406	$ 69,977,169	$ 154,692,359
Miscellaneous: Demolitions, Electrical, HVAC & Plumbing, Signs, Fire Suppression	$ 8,983,354	$ 10,120,306	$ 6,929,097
TOTALS	**$ 409,671,291**	**$ 133,006,417**	**$ 216,797,638**

Revenue Generated by Permits and Licensing Fees

Type of Permit	2013	2014	2015
Permit Fees Collected	$ 1,588,183	$ 1,306,426	$ 1,508,892
Licensing Fees	622,949	686,304	601,141
TOTAL FEES COLLECTED	$ 2,211,132	$ 1,992,730	$ 2,110,033
Operating Budget	$ 2,152,494	$ 2,236,147	$ 2,257,073
Percentages / Ratios: Operational Budget vs. Revenue Fees — Revenue as Percentage of Operational Budget	102.73%	89.12%	93.49%

OPERATION SUMMARY

BUILDING SERVICES

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E	16.50	16.50	16.50	16.50	17.00	0.50	0.0
Expenditures							
Personal Services	$1,865,547	$1,303,918	$2,014,600	$2,084,800	$2,141,100	$56,300	2.7%
Contractual Services	215,503	148,656	275,500	279,500	275,800	(3,700)	(1.3%)
Commodities	16,469	10,690	22,200	22,200	32,200	10,000	45.0%
Capital Items	0	0	2,200	6,200	0	(6,200)	(100.0%)
Total Expenditures	$2,097,519	$1,463,264	$2,314,500	$2,392,700	$2,449,100	$56,400	2.4%

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$2,097,519	$1,463,264	$2,312,300	$2,386,500	$2,449,100	$62,600	2.6%
Capital Projects Fund	0	0	2,200	6,200	0	(6,200)	(100.0%)
Total Expenditures	$2,097,519	$1,463,264	$2,314,500	$2,392,700	$2,449,100	$56,400	2.4%

BUILDING SERVICES

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-4501-523.10-01	Salaries	1,308,905	910,056	1,410,800	1,470,300	**1,534,600**	64,300	4.4%
101-4501-523.18-01	Temporary Help	26,758	19,386	22,700	22,700	**23,300**	600	2.6%
101-4501-523.18-05	Overtime Civilian	8,048	4,233	8,100	8,100	**8,300**	200	2.5%
	Salaries	**1,343,711**	**933,675**	**1,441,600**	**1,501,100**	**1,566,200**	**65,100**	**4.3%**
101-4501-523.19-01	Workers Compensation	40,300	27,800	42,700	42,700	**44,000**	1,300	3.0%
101-4501-523.19-05	Medical Insurance	202,000	154,400	233,600	233,600	**213,600**	(20,000)	(8.6%)
101-4501-523.19-10	IMRF	179,324	118,714	186,400	193,100	**201,700**	8,600	4.5%
101-4501-523.19-11	Social Security	81,166	56,123	89,300	92,500	**92,900**	400	0.4%
101-4501-523.19-12	Medicare	19,046	13,206	21,000	21,800	**22,700**	900	4.1%
	Fringe Benefits	**521,836**	**370,243**	**573,000**	**583,700**	**574,900**	**(8,800)**	**(1.5%)**
101-4501-523.20-05	Professional Services	0	0	19,000	19,000	**0**	(19,000)	(100.0%)
101-4501-523.20-35	Plan Reviews	8,195	2,145	25,000	29,000	**11,000**	(18,000)	(62.1%)
101-4501-523.20-40	General Insurance	11,000	7,700	12,100	12,100	**12,700**	600	5.0%
101-4501-523.21-02	Equipment Maintenance	399	85	600	600	**600**	0	0.0%
101-4501-523.21-65	Other Services	49,849	31,628	68,000	68,000	**74,300**	6,300	9.3%
101-4501-523.22-02	Dues	1,837	1,005	2,200	2,200	**2,200**	0	0.0%
101-4501-523.22-03	Training	4,813	1,652	10,000	10,000	**10,000**	0	0.0%
101-4501-523.22-05	Postage	3,936	3,106	5,500	5,500	**5,500**	0	0.0%
101-4501-523.22-10	Printing	7,662	3,946	7,000	7,000	**7,000**	0	0.0%
101-4501-523.22-15	Photocopying	3,312	2,389	3,600	3,600	**3,600**	0	0.0%
101-4501-523.22-25	IT/GIS Service Charge	77,000	57,000	75,500	75,500	**87,900**	12,400	16.4%
101-4501-523.22-37	Vehicle/Equip Lease Charge	47,500	38,000	47,000	47,000	**61,000**	14,000	29.8%
	Contractual Services	**215,503**	**148,656**	**275,500**	**279,500**	**275,800**	**(3,700)**	**(1.3%)**
101-4501-523.30-01	Publications Periodicals	655	429	700	700	**12,100**	11,400	1628.6%
101-4501-523.30-05	Office Supplies & Equip	6,547	4,644	9,600	9,600	**9,600**	0	0.0%
101-4501-523.30-20	Photographic Supplies	0	0	100	100	**100**	0	0.0%
101-4501-512.30-35	Clothing	0	0	0	0	**2,000**	2,000	N/A
101-4501-523.30-50	Petroleum Products	8,163	4,254	8,800	8,800	**7,400**	(1,400)	(15.9%)
101-4501-523.33-05	Other Supplies	1,104	1,363	3,000	3,000	**1,000**	(2,000)	(66.7%)
	Commodities	**16,469**	**10,690**	**22,200**	**22,200**	**32,200**	**10,000**	**45.0%**
	Total Building Services	**2,097,519**	**1,463,264**	**2,312,300**	**2,386,500**	**2,449,100**	**62,600**	**2.6%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1327	Director of Building Services	D63	0.50	1.00	0.50
1260	Assistant Building Official	C51	1.00	1.00	
1272	Fire Safety Inspections Supervisor	C41	1.00	1.00	
1265	Building & Property Inspector	B32	3.00	3.00	
1273	Fire Safety Inspector	B32	3.00	3.00	
1274	Plan Reviewer	B32	1.00	1.00	
1275	Electrical Inspector	B32	1.00	1.00	
1280	Plumbing Inspector	B32	1.00	1.00	
1282	Permits, Inspect & Licensing Coord.	B22	1.00	1.00	
1742	Permits, Inspect & Licensing Asst.	B21	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1745	Staff Assistant	A12	1.00	1.00	
1762	Receptionist	A12	1.00	1.00	
	Total F-T-E		**16.50**	**17.00**	**0.50**

Building Services Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	16.50	17.00	0.50
	Total F-T-E All Funds	**16.50**	**17.00**	**0.50**

BUILDING SERVICES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-4501-523.10-01	Salaries	Salaries		1,470,300		1,534,600
101-4501-523.18-01	Temporary Help	On-call inspectors, summer interns		22,700		23,300
101-4501-523.18-05	Overtime Civilian	Overtime Civilian		8,100		8,300
		TOTAL SALARIES		**1,501,100**		**1,566,200**
FRINGE BENEFITS:						
101-4501-523.19-01	Workers' Compensation	Workers' Compensation Insurance		42,700		44,000
101-4501-523.19-05	Medical Insurance	Medical Insurance		233,600		213,600
101-4501-523.19-10	IMRF	IMRF		193,100		201,700
101-4501-523.19-11	Social Security	Social Security		92,500		92,900
101-4501-523.19-12	Medicare	Medicare		21,800		22,700
		TOTAL FRINGE BENEFITS		**583,700**		**574,900**
CONTRACTUAL SERVICES:						
101-4501-523.20-05	Professional Services	Contractual services		19,000		0
101-4501-523.20-35	Plan Reviews	Contractual reviews of building plans for fire, structural and other code requirements		29,000		11,000
101-4501-523.20-40	General Insurance	Liability and property insurance		12,100		12,700
101-4501-523.21-02	Equipment Maintenance	Office equipment & computers		600		600
101-4501-523.21-65	Other Services	Digital scanning of building, sign, fence and air-conditioning permits	27,000		27,000	
		Cell phone and wireless charges (upgrade to SMART phones, new iPads)	6,200		12,000	
		Firehouse Inspector - App for iPad	0		500	
		Board-ups, fences and property cleanups	4,800		4,800	
		Elevator inspections	30,000	68,000	30,000	74,300
101-4501-523.22-02	Dues	Dues		2,200		2,200
101-4501-523.22-03	Training	Conferences, training & seminars	8,300		8,300	
		Metro travel, tolls, court, etc.	400		400	
		Miscellaneous (Supervision, Administration)	1,300	10,000	1,300	10,000
101-4501-523.22-05	Postage	Mailing business licenses, building & code related communications, sign, electrical & misc. correspondence		5,500		5,500

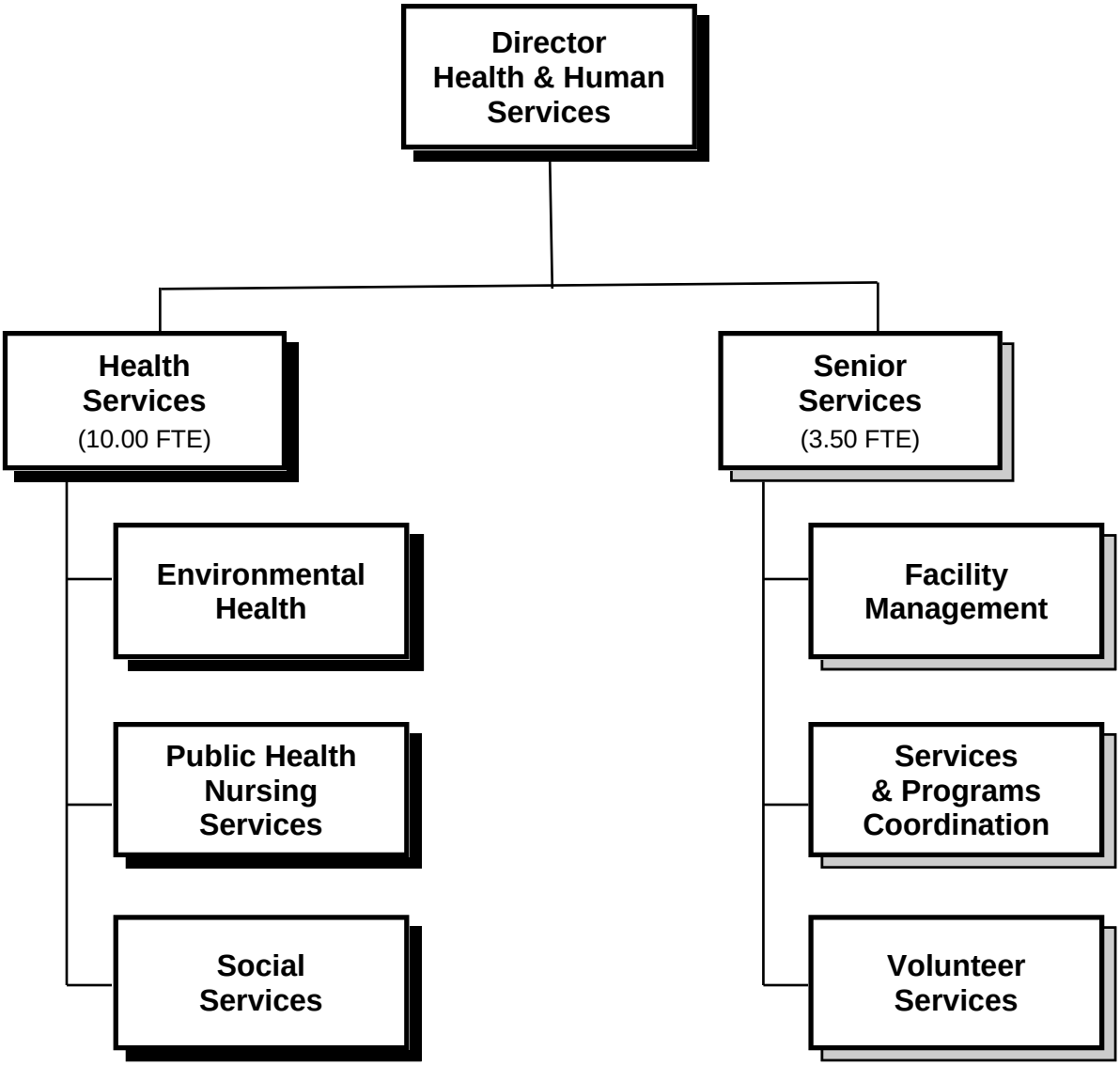
BUILDING SERVICES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-4501-523.22-10	Printing	Misc. forms, cards, stickers, placards, and licenses		7,000		7,000
101-4501-523.22-15	Photocopying	Photocopies & supplies	2,000		2,000	
		Maintenance agreement Xerox 5150	1,000		1,000	
		Maintenance agreement Minolta 160	400		400	
		Maintenance agreement Xerox WC4118X	200	3,600	200	3,600
101-4501-523.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		75,500		87,900
101-4501-523.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		47,000		61,000
		TOTAL CONTRACTUAL SERVICES		**279,500**		**275,800**
COMMODITIES:						
101-4501-523.30-01	Publications/Periodicals	Miscellaneous publications	700		700	
		Online subscription to NFPA codes	0		1,400	
		Code Books - Multiple sets	0	700	10,000	12,100
101-4501-523.30-05	Office Supplies & Equip	Miscellaneous equipment and supplies		9,600		9,600
101-4501-523.30-20	Photographic Supplies	Supplies for film to support code violations and court cases		100		100
101-4501-523.30-35	Clothing	Clothing, Shoes, Outerware		0		2,000
101-4501-523.30-50	Petroleum Products	Gasoline for department vehicle(s)		8,800		7,400
101-4501-523.33-05	Other Supplies & Equip	Safety equipment, tools, etc.		3,000		1,000
		TOTAL COMMODITIES		**22,200**		**32,200**
		TOTAL BUILDING SERVICES		**2,386,500**		**2,449,100**

HEALTH & HUMAN SERVICES (13.50 FTE)

ORGANIZATION STRUCTURE



DEPARTMENT SUMMARY

HEALTH & SENIOR SERVICES

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E							
Health Services	9.50	9.50	9.50	9.50	10.00	0.50	0.05
Senior Services	3.50	3.50	3.50	3.50	3.50	0.00	0.00
Total F-T-E	13.00	13.00	13.00	13.00	13.50	0.50	0.04
Expenditures							
Personal Services	$1,632,495	$1,152,336	$1,805,300	$1,732,800	$1,885,000	$152,200	8.8%
Contractual Services	218,641	153,690	247,000	272,600	273,000	400	0.1%
Commodities	51,526	39,744	60,000	85,085	90,500	5,415	6.4%
Other Charges	71,483	38,681	69,500	89,500	105,000	15,500	17.3%
Capital Items	0	5,196	0	0	5,500	5,500	N/A
Total Expenditures	$1,974,145	$1,389,647	$2,181,800	$2,179,985	$2,359,000	$179,015	8.2%

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund - Health Services	1,530,999	1,059,628	1,701,700	1,674,885	1,833,400	$158,515	9.5%
General Fund - Senior Services	443,146	324,823	480,100	505,100	520,100	$15,000	3.0%
Capital Projects Fund	0	5,196	0	0	5,500	$5,500	N/A
Total Expenditures	$1,974,145	$1,389,647	$2,181,800	$2,179,985	$2,359,000	$179,015	8.2%

HEALTH & HUMAN SERVICES

Health & Human Services addresses the physical, environmental and social needs of the community through the divisions described below:

Disability Services –The Disability Services Coordinator (DSC) acts as the Village's Americans with Disabilities Act (ADA) compliance Coordinator and as a community resource on disability issues. The division works to ensure all Village programs, services, activities, and modes of communication are accessible to persons with disabilities. As a community resource on disability issues the DSC keeps current on; Federal, State, and Local programs and services that benefit persons with disabilities and their families. The DSC also is a community resource to business regarding accessibility requirements of the ADA, Illinois Accessibility Code, Federal Fair Housing Amendments Act as well as local laws and ordinances. The DSC provides information and referral and coordinates the Emergency 9-1-1 Registration, Vehicle Sticker Discount, and the Low-Income Refuse Discount Programs.

Environmental Health Services – Three Licensed Environmental Health Practitioners monitor and inspect commercial, institutional and industrial sites, public food establishments, day care facilities, and swimming pools, handle nuisance complaints, and perform other types of inspections as needed. This division also manages and/or implements: the weed cutting program, well water, radon testing, and foodservice education, Employee Right-To-Understand program regarding use of hazardous chemicals by Village employees, and solid waste (refuse, recycling, and landscape waste) issues.

Human Services – The Human Services Coordinator (HSC) evaluates and recommends human service programs for the Village and coordinates various human service programs, providing emergency assistance and referral services to those in need. This division also administers the Counseling Subsidy Program, the Children at Play Scholarship Program, the Arlington Heights Park District Scholarship Program, the Arlington Heights Ministerial Association Emergency Fund, the Salvation Army Service Extension Fund, the Village Holiday Assistance Program, and the Village Emergency Assistance Fund. The HSC also acts as intake coordinator for Access to Care, Nicor Sharing Program, and the Parish Emergency Assistance Resource (PEAR). The HSC is the Liaison to Arlington Cares, NFP which raises funds specifically for the Emergency Assistance Fund.

Nursing Services – Two registered nurses provide a Home Visit Program, Day Care Inspections, various low cost health screening clinics, influenza vaccination and low cost immunizations for qualifying children. Nursing Services also provides CPR and AED instruction support for Fire Department and community, blood borne pathogen training for Police, Fire, and Public Works custodians, health education classes for Village employees, and information and referral services for the community. A close working relationship is maintained with our local hospitals, area municipalities, and the Medical Reserve Corps Coordinator for disaster preparedness and communicable disease outbreaks.

Additional Services – Health & Human Services staff provides liaison support for the Board of Health, Environmental Commission, Commission for Citizens with Disabilities, and Youth Commission.

2016 Accomplishments

1. The new contract with Groot Industries began on April 1, 2016. The new contract transitioned most residents to once a week collection and required the distribution of a refuse cart to all single-family households.

2. The Metropolitan Mayors Caucus convened a new group of Chicago area ADA coordinators to discuss best practices and regional collaboration. The Disability Services Coordinator was chosen to chair this event moving forward.

3. The Director participated on the Cook County Department of Public Health (CCDPH), 2020 WEPLAN Steering Committee, to develop a community health strategic plan to improve the health status of suburban communities over the next five years. He is also participating as a voting member on the CCDPH Community Health Advisory Council.

4. Senior Center Program Coordinator successfully pursued a one year grant through the Music Performance Fund, partnered with the National Council on Aging for four free performances during the second half of 2016. The first performance was held on July 5th and featured Grammy nominee, Don Stille.

5. ETS, Escorted Transportation Northwest, the Senior Center's smallest agency, is celebrating its tenth anniversary as an incorporated nonprofit organization providing escorted rides for medical and dental purposes for seniors. They are celebrating for an entire year, starting with a "kick off" on September 1, 2016.

6. Nursing Services is partnering with Northwest Community Health Care (NCH) in 2016 to provide influenza vaccine at our Senior Center. Our collaboration with NCH allows us to maintain this service in a fiscally responsible way.

2017 Strategic Priorities

1. Incorporation of the 2013 US Food and Drug Administration (FDA) Food Code into the Illinois Department of Public Health (IDPH) Food Service Sanitation Code.
Strategic Priority: Staff generated business plan project

IDPH is incorporating the 2013 FDA Food Code into the IDPH Food Service Sanitation Code. In anticipation of this adoption, Environmental Health (EH) staff will notify food service operators of the differences in the codes via the *Food News* direct mailing, which is currently used to help educate operators. The mailing will take place after EH staff receives training on the FDA code from IDPH.

Project Completion: Training and education of food service operators will be throughout the year.

Project Leader: Environmental Health Officer.

Estimated Cost: Minimal costs for newsletter printing and mailing.

2. Environmental Health staff researching handheld digital devices, printers, and software needed to provide digital reports in the field.
Strategic Priority: Staff generated business plan project

With transitioning to the new Food Code, staff feels that this is a logical time to transition to digital devices which will improve staff efficiency and communication with businesses in the field.

Project Completion: Research and evaluation of suitable digital devices by November 2017.

Project Leader: Environmental Health Officer.

Estimated Cost: $14,000 software cost, $8,000 annual maintenance and IPad service charges.

HEALTH & HUMAN SERVICES (Continued)

Performance Measures	Calendar Year		
	2013	2014	2015
1. Routine In-Service Food Service Inspections:			
High Risk	305	320	308
Medium Risk	256	262	254
Low Risk	67	66	66
Seasonal Inspections	93	92	78
Total Inspections	721	740	706
Total Re-Inspections	276	247	217
2. Routine Swimming Pool/Spa Inspections:			
Indoor Pools	295	273	245
Outdoor Pools	245	248	202
Total Inspections	540	521	447
3. Routine Day Care Inspections	28	39	37
4. Nursing In-Home Visits	2,034	1,961	1,913
5. Immunizations	*346	650	1,092
Influenza vaccine	881	827	745
*Immunization Clinic was closed Jan.- Aug. because of Federal funding cuts			
6. Clinic Services:			
Diabetic Screenings	111	196	198
INR	174	219	141
Injections	88	66	55
Blood Pressure Readings	3,117	3,184	3,333
Pulse Oximeter	2,643	2,691	2,510
Cholesterol Screenings	470	383	207
TB Skin Tests	179	199	156
Community Events - blood pressure/body fat analysis	301	368	327
Total Clinical Services	7,083	7,306	6,927
7. Park District Scholarship Program:			
Total Applications	145	153	121
Portion of applications for Children at Play (CAP)	31	23	27
8. Emergency Assistance Fund:			
Households Served	351	313	259
Total Expenditures	$43,438	$52,696	$43,657
9. Holiday Assistance Program – Total Households Served	86	91	90

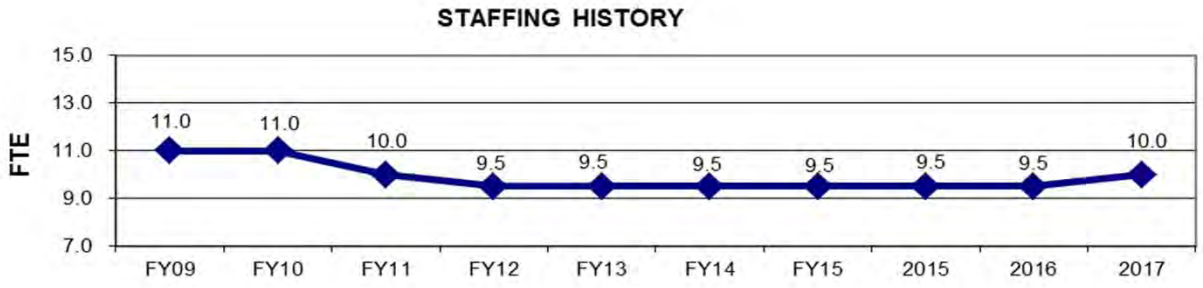
OPERATION SUMMARY

HEALTH SERVICES

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E	9.50	9.50	9.50	9.50	10.00	0.50	5.3%
Expenditures							
Personal Services	$1,285,658	$898,326	$1,433,000	$1,350,900	$1,482,700	$131,800	9.8%
Contractual Services	135,550	95,404	156,400	173,100	179,900	6,800	3.9%
Commodities	38,308	28,284	42,800	61,385	65,800	4,415	7.2%
Other Charges	71,483	37,614	69,500	89,500	105,000	15,500	17.3%
Total Expenditures	$1,530,999	$1,059,628	$1,701,700	$1,674,885	$1,838,900	$164,015	9.8%

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$1,530,999	$1,059,628	$1,701,700	$1,674,885	$1,833,400	$158,515	9.5%
Capital Projects Fund	0	0	0	0	5,500	5,500	N/A
Total Expenditures	$1,530,999	$1,059,628	$1,701,700	$1,674,885	$1,838,900	$164,015	9.8%



HEALTH SERVICES

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-4502-523.10-01	Salaries	898,337	633,890	1,025,300	957,000	**1,059,300**	102,300	10.7%
101-4502-523.18-01	Temporary Help	11,523	8,721	16,700	16,700	**17,100**	400	2.4%
101-4502-523.18-05	Overtime Civilian	0	0	300	300	**300**	0	0.0%
	Salaries	**909,860**	**642,611**	**1,042,300**	**974,000**	**1,076,700**	**102,700**	**10.5%**
101-4502-523.19-01	Workers Compensation	16,600	11,500	17,700	17,700	**18,200**	500	2.8%
101-4502-523.19-05	Medical Insurance	170,500	115,100	160,200	160,200	**172,000**	11,800	7.4%
101-4502-523.19-10	IMRF	122,143	82,168	134,100	125,100	**138,500**	13,400	10.7%
101-4502-523.19-11	Social Security	53,888	37,984	63,600	59,800	**61,700**	1,900	3.2%
101-4502-523.19-12	Medicare	12,667	8,963	15,100	14,100	**15,600**	1,500	10.6%
	Fringe Benefits	**375,798**	**255,715**	**390,700**	**376,900**	**406,000**	**29,100**	**7.7%**
101-4502-523.20-25	Counseling Services	21,598	19,440	29,000	34,000	**34,000**	0	0.0%
101-4502-523.20-40	General Insurance	17,300	12,200	19,100	19,100	**20,100**	1,000	5.2%
101-4502-523.21-02	Equipment Maintenance	1,233	1,253	1,500	2,000	**2,000**	0	0.0%
101-4502-523.21-10	Property Maintenance	18,133	4,920	14,000	21,400	**21,400**	0	0.0%
101-4502-523.21-65	Other Services	3,467	2,689	3,800	4,900	**6,900**	2,000	40.8%
101-4502-523.22-02	Dues	793	180	1,700	2,400	**2,400**	0	0.0%
101-4502-523.22-03	Training	2,818	878	3,000	4,400	**5,000**	600	13.6%
101-4502-523.22-05	Postage	2,115	1,011	2,500	2,500	**2,500**	0	0.0%
101-4502-523.22-10	Printing	1,063	614	1,200	1,600	**1,600**	0	0.0%
101-4502-523.22-15	Photocopying	1,630	1,419	1,800	2,000	**2,000**	0	0.0%
101-4502-523.22-25	IT/GIS Service Charge	46,200	33,200	52,800	52,800	**52,600**	(200)	(0.4%)
101-4502-523.22-37	Vehicle/Equip Lease Charge	19,200	17,600	26,000	26,000	**29,400**	3,400	13.1%
	Contractual Services	**135,550**	**95,404**	**156,400**	**173,100**	**179,900**	**6,800**	**3.9%**
101-4502-523.30-01	Publications Periodicals	624	652	900	1,300	**1,300**	0	0.0%
101-4502-523.30-05	Office Supplies & Equip	2,339	2,588	4,000	7,000	**7,000**	0	0.0%
101-4502-523.30-35	Clothing	0	656	1,000	1,000	**1,000**	0	0.0%
101-4502-523.30-50	Petroleum Products	2,239	1,155	2,400	2,400	**1,600**	(800)	(33.3%)
101-4502-523.33-05	Other Supplies	541	571	1,200	1,500	**21,500**	20,000	1333.3%
101-4502-523.33-10	Wellness Program Supplies	32,565	22,662	33,300	48,185	**33,400**	(14,785)	(30.7%)
	Commodities	**38,308**	**28,284**	**42,800**	**61,385**	**65,800**	**4,415**	**7.2%**
101-4502-523.40-53	A H Emergency Assistance	40,000	26,800	40,000	40,000	**40,000**	0	0.0%
101-4502-523.40-57	A H Emergency Asst Donations	9,857	4,436	10,000	20,000	**20,000**	0	0.0%
101-4502-523.40-60	Rental Housing Assistance Prog	0	0	0	0	**15,000**	15,000	N/A
101-4502-523.40-61	MRC Capacity Building Award	1,962	25	500	500	**1,000**	500	100.0%
101-4502-523.41-16	CAP Program	19,664	6,353	19,000	29,000	**29,000**	0	0.0%
	Other Charges	**71,483**	**37,614**	**69,500**	**89,500**	**105,000**	**15,500**	**17.3%**
	Total Health Services	**1,530,999**	**1,059,628**	**1,701,700**	**1,674,885**	**1,833,400**	**158,515**	**9.5%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1327	Director of Health & Human Services	D63	0.50	1.00	0.50
1337	Nursing Supervisor	C42	1.00	1.00	
1330	Human Services Coordinator	C41	1.00	1.00	
1335	Environmental Health Practitioner	C41	3.00	3.00	
1340	Public Health Nurse	C41	1.00	1.00	
1350	Disability Services Coordinator	B31	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1762	Receptionist	A12	1.00	1.00	
	Total F-T-E		**9.50**	**10.00**	**0.50**

Health & Senior Services Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund			
	Health & Human Services			
	Health Services	9.50	10.00	0.50
	Senior Services	3.50	3.50	
	Total F-T-E All Funds	**13.00**	**13.50**	**0.50**

HEALTH SERVICES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-4502-523.10-01	Salaries	Salaries		957,000		1,059,300
101-4502-523.18-01	Temporary Help	Temporary Help (part-time nurses, holiday assistance, summer environmental health intern)		16,700		17,100
101-4502-523.18-05	Overtime	Overtime		300		300
		TOTAL SALARIES		**974,000**		**1,076,700**
FRINGE BENEFITS:						
101-4502-523.19-01	Workers' Compensation	Workers' Compensation Insurance		17,700		18,200
101-4502-523.19-05	Medical Insurance	Medical Insurance		160,200		172,000
101-4502-523.19-10	IMRF	IMRF		125,100		138,500
101-4502-523.19-11	Social Security	Social Security		59,800		61,700
101-4502-523.19-12	Medicare	Medicare		14,100		15,600
		TOTAL FRINGE BENEFITS		**376,900**		**406,000**
CONTRACTUAL SERVICES:						
101-4502-523.20-25	Counseling Services	Counseling services for youth, seniors, and low income residents		34,000		34,000
101-4502-523.20-40	General Insurance	Liability and property insurance		19,100		20,100
101-4502-523.21-02	Equipment Maintenance	Medical equipment, radon equipment, vision & hearing units, sound meter, 3 defibrillators, etc.		2,000		2,000
101-4502-523.21-10	Property Maintenance	Weed cutting and lot clearing		21,400		21,400
101-4502-523.21-65	Other Services	Cell phone charges	2,900		2,900	
		iPad service charges	0		2,000	
		Water testing	500		500	
		Sign language Interpreting services	1,500	4,900	1,500	6,900
101-4502-523.22-02	Dues	Dues		2,400		2,400
101-4502-523.22-03	Training	Nursing Seminars	500		500	
		IEHA, North Chapter Conference (4)	400		500	
		IEHA, State Conference (3)	1,000		1,200	
		IDPH Preparedness Summit (3)	0		400	
		Anderson Pest Control Conference (4)	200		200	
		IPHA (2)	700		700	
		Disability & Social Services conferences, seminars and meetings	500		500	
		In-service management training	300		0	
		Director/Clerical training	400		500	
		Mileage for personal vehicles	400	4,400	500	5,000

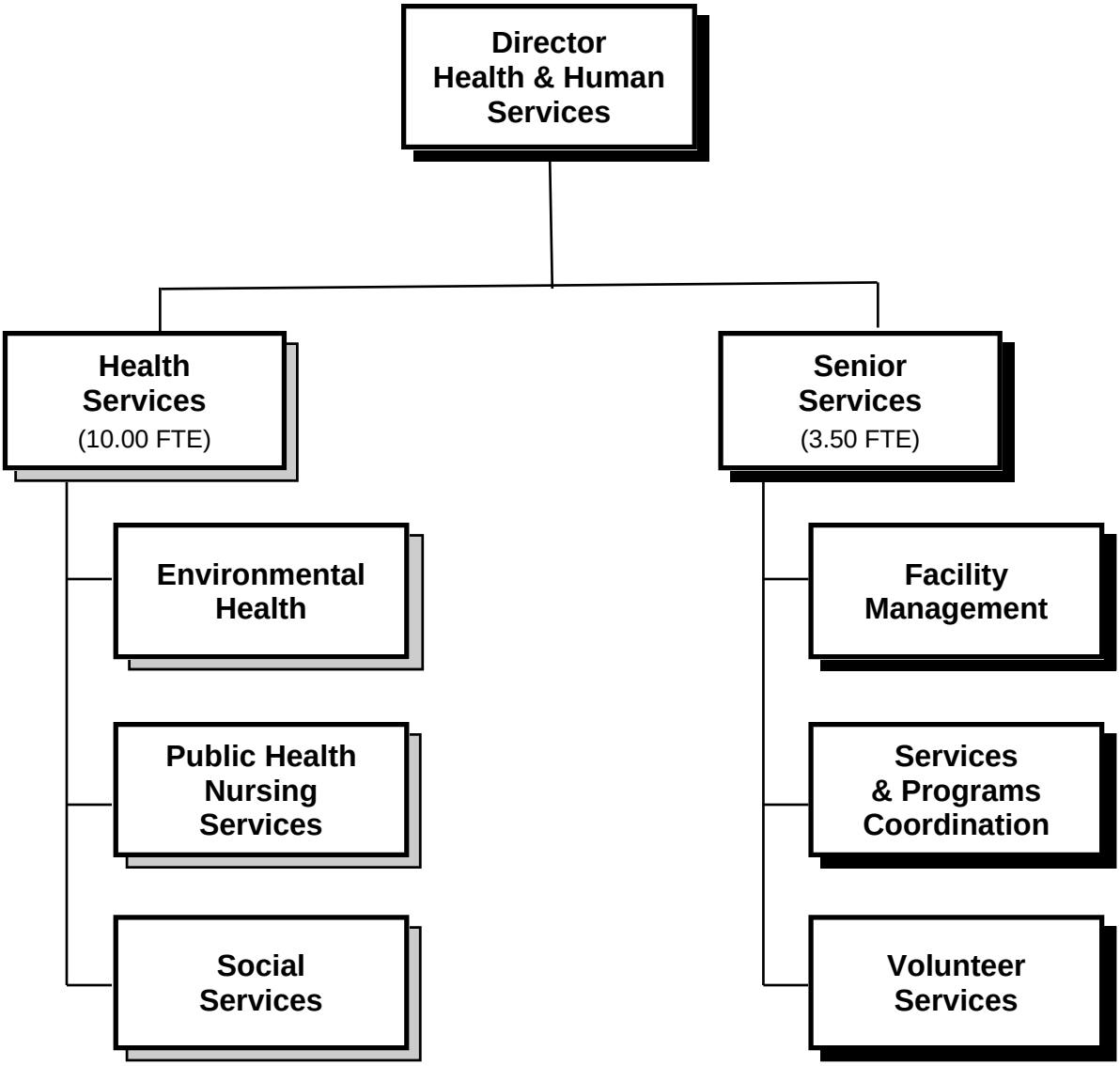
HEALTH SERVICES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-4502-523.22-05	Postage	Mailings		2,500		2,500
101-4502-523.22-10	Printing	Forms and reports		1,600		1,600
101-4502-523.22-15	Photocopying	Photocopies & supplies	1,000		1,000	
		Maintenance agreement Xerox 5150	1,000	2,000	1,000	2,000
101-4502-523.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		52,800		52,600
101-4502-523.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		26,000		29,400
		TOTAL CONTRACTUAL SERVICES		**173,100**		**179,900**
COMMODITIES:						
101-4502-523.30-01	Publications/Periodicals	Miscellaneous publications		1,300		1,300
101-4502-523.30-05	Office Supplies & Equip	General office supplies		7,000		7,000
101-4502-523.30-35	Clothing	Uniforms & protective clothing		1,000		1,000
101-4502-523.30-50	Petroleum Products	Gasoline for department vehicle(s)		2,400		1,600
101-4502-523.33-05	Other Supplies & Equip	Swimming pool testing kits, film, small hardware, cameras, radon kits, misc.	1,500		1,500	
		iPads = One time software development fee of $14,000 and annual fee of $6,000	0	1,500	20,000	21,500
101-4502-523.33-10	Wellness Program	Flu vaccine supplies (WE9702)	21,000		0	
		Immunization Clinics (WE9710)	4,900		0	
		Immunization / Flu Clinics (combine above (WE9702 and WE9710 into **WE9710)**	0		16,000	
		Festival First Aid (WE9713)	1,000		1,000	
		Medical Waste Disposal (WE0201)	1,400		1,400	
		Clinic Supplies (WE0601)	15,000		15,000	
		Prior Year Encumbrance Carryover	4,885	48,185	0	33,400
		TOTAL COMMODITIES		**61,385**		**65,800**
OTHER CHARGES:						
101-4502-523.40-53	AH Emergency Assistance	Arlington Heights Emergency Assistance Program (general funds)		40,000		40,000
101-4502-523.40-57	AH Emerg Asst Donations	Emergency assistance for Arlington Heights residents funded by donations		20,000		20,000
101-4502-523.40-58	Rental Assistance	Rental Housing Assistance		0		15,000
101-4502-523.40-61	MRC Capacity Bldg Award	Medical Reserve Corps (MRC) supplies, training, and advertisement		500		1,000
101-4502-523.41-16	Children at Play	Grant to Children at Play Program - subsidy for low income residents		29,000		29,000
		TOTAL OTHER CHARGES		**89,500**		**105,000**
		TOTAL HEALTH SERVICES		**1,674,885**		**1,833,400**

HEALTH & HUMAN SERVICES (13.50 FTE)

ORGANIZATION STRUCTURE



SENIOR SERVICES

The Arlington Heights Senior Center, along with rest of our nation's 16,000 Senior Centers, serves to connect older adults to vital community services. Our Senior Center is a designated focal point for the delivery of Older Americans Act services, allowing our older adults to access needed services in one place.

Although the services at our Senior Center may be provided by any one of the eight different agencies at the Senior Center, these are services that Arlington Heights senior residents need and correlate well with services offered by Senior Centers across the country. These include: Meals on Wheels, a congregate luncheon program, information and assistance, benefits access counseling, health, fitness and wellness programs, transportation, employment assistance, volunteer and civic engagement opportunities, social and recreational programs, educational and creative arts programs and intergenerational programs.

These services and Senior Centers will continue to grow in importance. The National Council on Aging reports that currently there are 33.9 million people (12.8% of the U.S. population) aged 65 and over living in the U.S. and AARP expects this number to grow to 70 million by 2030.

2016 Accomplishments

1. Catholic Charities smoothly transitioned the Meals on Wheels program provider from Community Nutrition Network. However, the State of Illinois Budget Impasses forced Catholic Charities to make substantive changes to the congregate dining program in order to operate the Meals on Wheels to meet the level of need.

2. Introduced the Senior Center's social media presence through the Village Of Arlington Heights Community Relations Coordinator.

3. Developed a new intergenerational program. The Park District program at the Senior Center offered an innovative program the week of July 11th called "Bring Your Grandchild to Class Week". Besides being a great intergenerational program, it provided our senior citizens a chance to showcase their senior center to their family.

SENIOR SERVICES (Continued)

Performance Measures	Calendar Year		
	2013	2014	2015
1. Congregate Meals - Served by Community Catholic Charities	6,203	5,824	6,563
2. Home Delivered Meals - Served by Community Nutrition Network through 9/30/2015 Catholic Charities 10/1/15 – 12/31/15 * Estimated number due to transition between vendors	28,146	23,220	20,700 *Est
3. Social Work Cases Opened	9,886	8,206	10,117
4. Recreation Participation - Attendance at Park District Programming at Senior Center	50,018	48,234	46,387
5. Number of Subsidized Rides Provided	467	261	326

OPERATION SUMMARY

SENIOR SERVICES

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E	3.50	3.50	3.50	3.50	3.50	0.00	0.0%
Expenditures							
Personal Services	$346,837	$254,010	$372,300	$381,900	$402,300	$20,400	5.3%
Contractual Services	83,091	58,286	90,600	99,500	93,100	(6,400)	(6.4%)
Commodities	13,218	11,460	17,200	23,700	24,700	1,000	4.2%
Other Charges	0	1,067	0	0	0	0	N/A
Capital Items	0	5,196	0	0	0	0	N/A
Total Expenditures	$443,146	$330,019	$480,100	$505,100	$520,100	$15,000	3.0%

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$443,146	$324,823	$480,100	$505,100	$520,100	$15,000	3.0%
Capital Projects Fund	0	5,196	0	0	0	0	N/A
Total Expenditures	$443,146	$330,019	$480,100	$505,100	$520,100	$15,000	3.0%

SENIOR SERVICES

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-4503-523.10-01	Salaries	273,293	190,227	292,100	302,500	**297,700**	(4,800)	(1.6%)
101-4503-523.18-01	Temporary Help	54	307	100	100	**2,100**	2,000	2000.0%
101-4503-523.18-05	Overtime Civilian	0	0	0	0	**200**	200	N/A
	Salaries	**273,347**	**190,534**	**292,200**	**302,600**	**300,000**	**(4,800)**	**(0.9%)**
101-4503-523.19-01	Workers Compensation	500	300	500	500	**500**	0	0.0%
101-4503-523.19-05	Medical Insurance	20,400	27,500	21,900	21,900	**44,000**	22,100	100.9%
101-4503-523.19-10	IMRF	31,895	21,303	35,400	33,700	**35,400**	1,700	5.0%
101-4503-523.19-11	Social Security	16,772	11,649	18,100	18,800	**18,100**	(700)	(3.7%)
101-4503-523.19-12	Medicare	3,923	2,724	4,200	4,400	**4,300**	(100)	(2.3%)
	Fringe Benefits	**73,490**	**63,476**	**80,100**	**79,300**	**102,300**	**23,000**	**29.0%**
101-4503-523.20-40	General Insurance	10,000	7,000	11,000	11,000	**11,600**	600	5.5%
101-4503-523.21-02	Equipment Maintenance	4,279	2,525	4,600	5,600	**4,600**	(1,000)	(17.9%)
101-4503-523.21-65	Other Services	12,765	4,134	16,100	16,100	**16,100**	0	0.0%
101-4503-523.22-02	Dues	285	493	700	1,000	**1,000**	0	0.0%
101-4503-523.22-03	Training	285	44	800	700	**1,000**	300	42.9%
101-4503-523.22-05	Postage	1,082	0	1,700	1,800	**1,700**	(100)	(5.6%)
101-4503-523.22-15	Photocopying	1,316	794	1,400	2,100	**1,400**	(700)	(33.3%)
101-4503-523.22-25	IT/GIS Service Charge	52,200	42,600	53,300	53,300	**53,000**	(300)	(0.6%)
101-4503-523.22-40	Taxi Service Subsidy	801	696	1,000	7,900	**2,700**	(5,200)	(65.8%)
	Contractual Services	**83,091**	**58,286**	**90,600**	**99,500**	**93,100**	**(6,400)**	**(6.4%)**
101-4503-523.30-05	Office Supplies & Equip	2,825	2,674	4,700	4,800	**4,800**	0	0.0%
101-4503-523.31-65	Other Equip & Supplies	10,393	8,786	12,500	18,900	**19,900**	1,000	5.3%
	Commodities	**13,218**	**11,460**	**17,200**	**23,700**	**24,700**	**1,000**	**4.2%**
101-4503-523.40-05	Grants	0	1,067	0	0	**0**	0	N/A
	Other Charges	**0**	**1,067**	**0**	**0**	**0**	**0**	**N/A**
	Total Senior Services	**443,146**	**324,823**	**480,100**	**505,100**	**520,100**	**13,900**	**3.0%**
	Total Health & Senior Serv	**1,974,145**	**1,384,451**	**2,181,800**	**2,179,985**	**2,353,500**	**172,415**	**8.0%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1505	Senior Center Manager	C42	1.00	1.00	
1510	Program Coordinator	B23	0.75	0.75	
1511	Volunteer Coordinator	B21	0.50	0.50	
1745	Staff Assistant	A12	1.00	1.00	
1762	Receptionist	A12	0.25	0.25	
	Total F-T-E		**3.50**	**3.50**	**0.00**

Health & Senior Services Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund			
	Health & Human Services			
	Health Services	9.50	10.00	0.50
	Senior Services	3.50	3.50	
	Total F-T-E All Funds	**13.00**	**13.50**	**0.50**

SENIOR SERVICES

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-4503-523.10-01	Salaries	Salaries		302,500		297,700
101-4503-523.18-01	Temporary Help	Temporary Help		100		2,100
101-4503-523.18-05	Overtime	Overtime		0		200
		TOTAL SALARIES		**302,600**		**300,000**
FRINGE BENEFITS:						
101-4503-523.19-01	Workers' Compensation	Workers' Compensation Insurance		500		500
101-4503-523.19-05	Medical Insurance	Medical Insurance		21,900		44,000
101-4503-523.19-10	IMRF	IMRF		33,700		35,400
101-4503-523.19-11	Social Security	Social Security		18,800		18,100
101-4503-523.19-12	Medicare	Medicare		4,400		4,300
		TOTAL FRINGE BENEFITS		**79,300**		**102,300**
CONTRACTUAL SERVICES:						
101-4503-523.20-40	General Insurance	Liability and property insurance		11,000		11,600
101-4503-523.21-02	Equipment Maintenance	Office, institutional equipment	400		200	
		Billiard table maintenance	2,000		2,000	
		Piano tuning	400		400	
		Kitchen equipment repairs	2,800	5,600	2,000	4,600
101-4503-523.21-65	Other Services	Online support	800		800	
		Volunteer banquet-meal	7,900		7,900	
		Volunteer banquet entertainment	400		400	
		Classes & programs instructional fees	4,800		4,800	
		Outreach/marketing/advertising for programs	200		200	
		Dance programs 4 X	1,000		1,000	
		Employment assistance/coaching services for 50+	900		900	
		Intergenerational programs support services	100	16,100	100	16,100
101-4503-523.22-02	Dues	Dues		1,000		1,000
101-4503-523.22-03	Training	Gerontology or Volunteer conference	600		800	
		Mileage	100	700	200	1,000
101-4503-523.22-05	Postage	General postage	1,500		1,400	
		Volunteer banquet postage	300	1,800	300	1,700
101-4503-523.22-15	Photocopying	Photocopies & supplies	1,000		1,400	
		Maintenance agreement Xerox 5135	1,100	2,100	0	1,400

SENIOR SERVICES

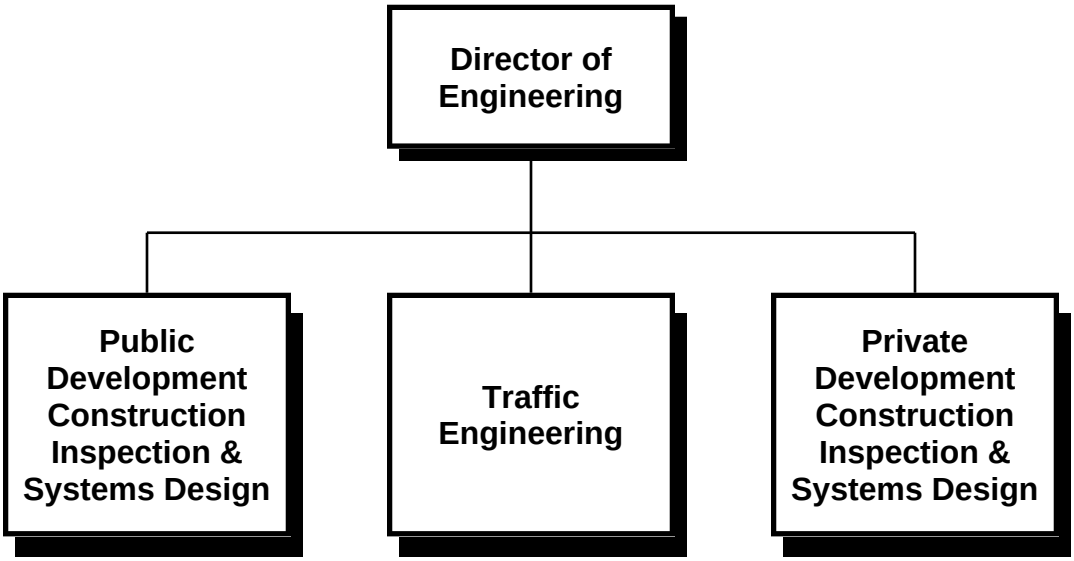
GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-4503-523.22-25	IT/GIS Service Charge	Information Technology service charge		53,300		53,000
101-4503-523.22-40	Taxi Service Subsidy	Taxi Service Subsidy Program		7,900		2,700
		TOTAL CONTRACTUAL SERVICES		**99,500**		**93,100**
COMMODITIES:						
101-4503-523.30-05	Office Supplies & Equip	General office supplies	4,100		4,100	
		Photo film for transportation	300		300	
		Software and software upgrades	100		100	
		Volunteer Banquet stationery	300	4,800	300	4,800
101-4503-523.31-65	Other Equip & Supplies	Small institutional and office equipment	800		800	
		Volunteer banquet awards, decorations and supplies	1,500		1,500	
		* Programs (Patio Cookouts and Barbecue)	2,500		2,500	
		Series of Special Events	800		800	
		Classes & programs supplies	3,300		3,300	
		National Senior Fitness Day	500		500	
		Open Dances (4)	0		1,000	
		Coffee service 25¢ discount for volunteers	600		600	
		Coffee service at Senior Center meetings	400		400	
		Birthday cards for volunteers	300		300	
		Program supplies for intergenerational programs, interns, Eagle Scouts and local schools	1,000		1,000	
		Food purchases from private vendor for Café operation (offset by matching revenue)	7,200	18,900	7,200	19,900
		TOTAL COMMODITIES		**23,700**		**24,700**
		TOTAL SENIOR SERVICES		**505,100**		**520,100**
		TOTAL HEALTH & SENIOR SERVICES		**2,179,985**		**2,353,500**

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

ENGINEERING (10.00 FTE)

ORGANIZATION STRUCTURE



ENGINEERING

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

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

The Department is made up of the following functional units:

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

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

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

2016 Accomplishments

1. Continued to utilize the pavement management system's conclusions and recommendations in the Village's operations and long range planning.

2. Prepared contract plans and inspected the construction of the Street Pavement Resurfacing Program and Street Reconstruction Program.

3. Completed design work, right-of-way acquisition, and contract documents for the Wilke Road/Northwest Highway intersection improvement project. The project is under construction.

4. Completed federal funded project, Nichols Road and Walnut Avenue Reconstruction Project.

2017 Strategic Priorities

1. **Kensington Resurfacing Project East Village Limits to Dryden Ave**.
   Strategic Priority: #1b Continue progress on enhanced water/road program

   The original improvement was completed as a jurisdictional transfer from IDOT in 1997. Staff is applying for Federal funding through IDOT. A bike route extension from the eastern limits of the Village to Evanston Ave. is part of the plan. There is also a proposal to include a flashing beacon at Windsor Dr. and Kensington for pedestrian crossing. Anticipated IDOT approval January, 2017. **Project Engineer** Nanci Julius (Responsible for Design and Construction)

   Project Completion: Anticipate IDOT approval in January 2017, design completion – March 2017, and construction completed – November 2017.

   Project Leader: Civil Engineer Julius, with assistance from Engineering Technician

   Cost Estimate for the Project: $350,000-$400,000

2. **Adjustment of Road Program Schedule and Procedures to Accommodate Larger Size and Avoid Conflicts**
   Strategic Priority: #1b Continue progress on enhanced water/road program

   Last year the annual road program was increased by 47% in order to maintain existing conditions. In addition, the water main replacement program is being increased from $500,000 to $3 million per year over a five year period. The Village is also in the process of planning a series of new storm water improvements, all of which presents significant coordination and planning challenges.

   The Public Works and Engineering Departments operate a joint Pavement Planning Committee which will be expanded to include water main and storm sewer project planning. The Committee will bid on both water and street programs in late winter/early spring, which is earlier than current practice. Early bidding will: a. allow for greater cooperation between the Village's infrastructure planning efforts, b. allow for construction to be completed earlier in the year, and c. it is hoped that there will be more bidders and lower prices with an earlier bid schedule.

   In 2017 outside engineers will be utilized for construction oversight, freeing up Village Engineering Staff to complete design work in the fall, and enabling them to bid the projects in the winter. In 2018 and beyond, Village Engineering Staff will be able to resume construction oversight and design responsibilities on the new schedule.

   Project Completion: New engineering schedule implemented by November 2017.

   Project Leader: Director of Engineering, with assistance from Engineering and Public Works Staff.

   Estimated Cost: $75,000 one-time cost to hire engineering consultants to allow for the implementation of the annual design/oversight schedule change.

Performance Measures

	FY2013	2014	2015
1. Private Development			
Number of Inspections:			
Pre-pour	491	688	621
Final	549	808	802
All Other	327	474	519
Total	1,367	1,970	1942
Number of Service Requests	136	136	109
Number of Plan Reviews	1,736	2,045	1975
Number of Plan Commissions	37	36	35
2. Public Development			
Miles of streets resurfaced	(1) 8.10	9.40	7.45
Miles of streets reconstructed	1.51	1.51	(2) 1.00
Miles of streets rehabilitated	0.12	0.12	0.00
Linear feet of sidewalks replaced	39,791	38,024	40,000
Linear feet of curb and gutter replaced	59,542	42,880	33,035
3. Traffic Engineering			
Number of Traffic Inquiries:			
School	12	1	5
Stop Signs & Traffic Signals	15	15	23
Speed	4	3	6
Parking	9	11	7
Lighting	4	0	1
Sight Distance	9	6	5
General	26	45	30
Traffic Counts	34	36	60
Total Traffic Engineering	113	117	137

(1) Does not include 5,159 square yards Class C patching (concrete streets).

(2) Federally funded project

Performance Measures (cont.)

Plan Commission Review Turnaround Time * (working days)	FY2013			2014			2015		
0-5 Days	17	46%	65%	23	64%	86%	25	71%	91%
6-10 days	7	19%		8	22%		7	20%	
11-15 days	8	22%	35%	5	14%	14%	3	9%	9%
Over 15 days	5	14%		0	0%		0	0%	
Total Number of Plan Commission Reviews	37	100%		36	100%		35	100%	

* The normal requested turnaround time is 10 days. The review time can vay widely and is directly dependent on the complexity of the project.

Permit Review Turnaround Time (working days)	FY2013		2014		2015	
	# permits completed	%	# permits completed	%	# permits completed	%
Same Day	534	31%	553	27%	687	36%
1 Day	320	18%	446	22%	530	27%
2 Days	242	14%	274	13%	266	14%
3 Days	169	10%	157	8%	129	7%
4 Days	157	9%	137	7%	59	3%
5 Days / +	314	18%	478	23%	264	14%
Total Number of Permit Reviews	1736	100%	2045	100%	1935	100%

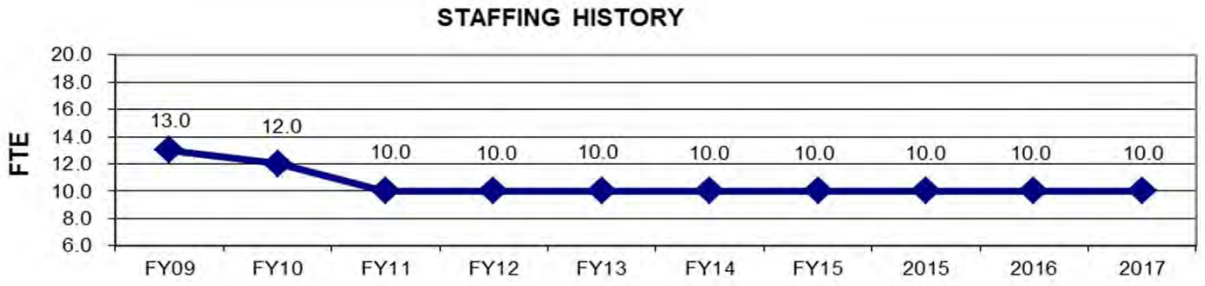
OPERATION SUMMARY

ENGINEERING

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E	10.00	10.00	10.00	10.00	10.00	0.00	0.0%
Expenditures							
Personal Services	$1,431,825	$978,379	$1,512,200	$1,512,000	$1,564,500	$52,500	3.5%
Contractual Services	166,649	156,812	436,937	436,937	494,000	57,063	13.1%
Commodities	11,923	8,883	13,200	14,200	13,200	(1,000)	(7.0%)
Capital Items	7,853,834	4,301,617	12,346,511	12,331,740	9,205,000	(3,126,740)	(25.4%)
Total Expenditures	$9,464,231	$5,445,691	$14,308,848	$14,294,877	$11,276,700	($3,018,177)	(21.1%)

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$1,608,947	$1,144,075	$1,888,572	$1,889,372	$2,041,700	$152,328	8.1%
Motor Fuel Tax Fund	2,620,910	395,322	4,406,221	4,406,221	1,830,000	(2,576,221)	(58.5%)
Capital Projects Fund	4,809,820	3,876,386	6,972,955	6,958,155	6,355,000	(603,155)	(8.7%)
Storm Water Control Fund	424,554	29,908	1,041,100	1,041,129	1,050,000	8,871	0.9%
Total Expenditures	$9,464,231	$5,445,691	$14,308,848	$14,294,877	$11,276,700	($3,018,177)	(21.1%)



ENGINEERING

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-5001-524.10-01	Salaries	981,214	680,340	1,026,900	1,026,800	**1,066,000**	39,200	3.8%
101-5001-524.18-01	Temporary Help	23,654	17,981	38,000	38,000	**39,000**	1,000	2.6%
101-5001-524.18-05	Overtime Civilian	16,694	5,982	20,000	20,000	**20,500**	500	2.5%
	Salaries	**1,021,562**	**704,303**	**1,084,900**	**1,084,800**	**1,125,500**	**40,700**	**3.8%**
101-5001-524.19-01	Workers Compensation	38,300	26,400	40,600	40,600	**41,800**	1,200	3.0%
101-5001-524.19-05	Medical Insurance	154,600	103,600	162,900	162,900	**166,000**	3,100	1.9%
101-5001-524.19-10	IMRF	136,929	89,488	137,500	137,400	**142,600**	5,200	3.8%
101-5001-524.19-11	Social Security	61,123	41,537	65,700	65,700	**67,400**	1,700	2.6%
101-5001-524.19-12	Medicare	14,491	9,951	15,800	15,800	**16,400**	600	3.8%
101-5001-524.19-23	Automobile Allowance	4,820	3,100	4,800	4,800	**4,800**	0	0.0%
	Fringe Benefits	**410,263**	**274,076**	**427,300**	**427,200**	**439,000**	**11,800**	**2.8%**
101-5001-524.20-05	Professional Services	17,833	41,116	183,972	183,972	**288,400**	104,428	56.8%
101-5001-524.20-40	General Insurance	23,500	16,500	25,900	25,900	**27,200**	1,300	5.0%
101-5001-524.21-02	Equipment Maintenance	1,366	342	1,400	1,400	**1,400**	0	0.0%
101-5001-524.21-65	Other Services	12,923	7,912	8,400	8,400	**8,000**	(400)	(4.8%)
101-5001-524.22-02	Dues	1,906	2,478	3,200	3,200	**3,200**	0	0.0%
101-5001-524.22-03	Training	7,528	4,039	10,500	10,500	**10,600**	100	1.0%
101-5001-524.22-05	Postage	1,260	1,318	1,700	1,700	**1,700**	0	0.0%
101-5001-524.22-10	Printing	330	130	200	200	**200**	0	0.0%
101-5001-524.22-15	Photocopying	1,353	977	2,000	2,000	**2,000**	0	0.0%
101-5001-524.22-25	IT/GIS Service Charge	64,800	52,200	87,000	87,000	**81,300**	(5,700)	(6.6%)
101-5001-524.22-37	Vehicle/Equip Lease Charge	32,400	29,800	38,900	38,900	**40,000**	1,100	2.8%
	Contractual Services	**165,199**	**156,812**	**363,172**	**363,172**	**464,000**	**100,828**	**27.8%**
101-5001-524.30-01	Publications Periodicals	429	429	500	500	**500**	0	0.0%
101-5001-524.30-05	Office Supplies & Equip	3,421	3,101	3,200	3,200	**3,200**	0	0.0%
101-5001-524.30-20	Photographic Supplies	1,169	316	2,000	2,000	**1,800**	(200)	(10.0%)
101-5001-524.30-35	Clothing	905	813	1,000	1,000	**1,200**	200	20.0%
101-5001-524.30-50	Petroleum Products	5,002	2,697	3,800	4,800	**3,800**	(1,000)	(20.8%)
101-5001-524.31-85	Small Tools and Equipment	90	772	1,200	1,200	**1,200**	0	0.0%
101-5001-524.32-80	Books	0	163	500	500	**500**	0	0.0%
101-5001-524.33-05	Other Supplies	907	593	1,000	1,000	**1,000**	0	0.0%
	Commodities	**11,923**	**8,884**	**13,200**	**14,200**	**13,200**	**(1,000)**	**(7.0%)**
	Total Engineering	**1,608,947**	**1,144,075**	**1,888,572**	**1,889,372**	**2,041,700**	**152,328**	**8.1%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1285	Director of Engineering	D63	1.00	1.00	
1290	Deputy Director of Engineering	C52	1.00	1.00	
1295	Civil Engineer II	C42	2.00	2.00	
1305	Traffic Engineer	C42	1.00	1.00	
1315	Engineering Inspector	B32	2.00	2.00	
1320	Engineering Technician	B31	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1322	Traffic Technician	A13	1.00	1.00	
	Total F-T-E		**10.00**	**10.00**	**0.00**

Engineering Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	10.00	10.00	
	Total F-T-E All Funds	**10.00**	**10.00**	**0.00**

ENGINEERING

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-5001-524.10-01	Salaries	Salaries		1,026,800		1,066,000
101-5001-524.18-01	Temporary Help	Temporary Help		38,000		39,000
101-5001-524.18-05	Overtime Civilian	Overtime Civilian		20,000		20,500
		TOTAL SALARIES		**1,084,800**		**1,125,500**
FRINGE BENEFITS:						
101-5001-524.19-01	Workers' Compensation	Workers' Compensation Insurance		40,600		41,800
101-5001-524.19-05	Medical Insurance	Medical Insurance		162,900		166,000
101-5001-524.19-10	IMRF	IMRF		137,400		142,600
101-5001-524.19-11	Social Security	Social Security		65,700		67,400
101-5001-524.19-12	Medicare	Medicare		15,800		16,400
101-5001-524.19-23	Automobile Allowance	Automobile Allowance		4,800		4,800
		TOTAL FRINGE BENEFITS		**427,200**		**439,000**
CONTRACTUAL SERVICES:						
101-5001-524.20-05	Professional Services	Documents prepared by a registered land surveyor	2,200		2,000	
		Paver Program Support	1,500		1,500	
		Soil tests, inspections, and other engineering services	1,200		1,200	
		Annual updating of Sidwell books	500		500	
		Pavement reinspection and management evaluations	25,000		25,000	
		Other Consulting services	43,600		48,200	
		Assistance with reconstruction projects	100,000		175,000	
		Cartegraph System - Data Conversion	0		35,000	
		Prior Year Encumbrance Carryover	9,972	183,972	0	288,400
101-5001-524.20-40	General Insurance	Liability and property insurance		25,900		27,200
101-5001-524.21-02	Equipment Maintenance	Office and computer equipment	300		300	
		Traffic counters & survey levels	400		400	
		Color printer	700	1,400	700	1,400
101-5001-524.21-65	Other Services	Digitizing of records	1,000		1,000	
		Laboratory & blueprint services	300		200	
		Technical computer software	3,300		3,200	
		Contractual secretarial services	700		600	
		Cell phone charges	3,100	8,400	3,000	8,000

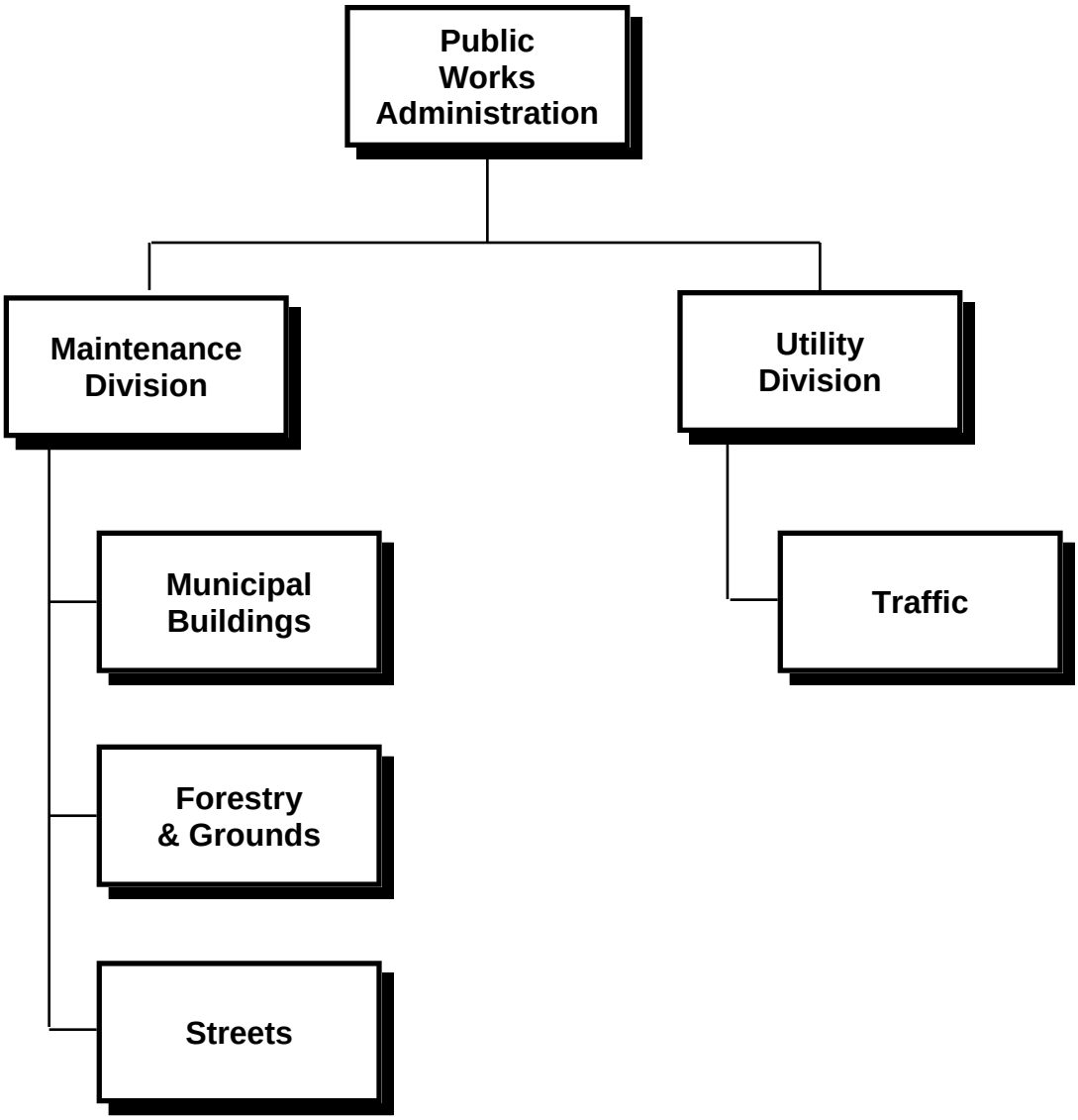
ENGINEERING

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-5001-524.22-02	Dues	Dues		3,200		3,200
101-5001-524.22-03	Training	APWA Internat'l Congress (2)	4,000		4,000	
		Short Courses APWA, University of Wisconsin, ASCE, PCA, AWWA	6,500	10,500	6,600	10,600
101-5001-524.22-05	Postage	Mailing of correspondence		1,700		1,700
101-5001-524.22-10	Printing	Printing of misc. forms & business cards		200		200
101-5001-524.22-15	Photocopying	Photocopies & supplies	1,000		1,000	
		Maintenance agreement Xerox 5150	1,000	2,000	1,000	2,000
101-5001-524.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		87,000		81,300
101-5001-524.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		38,900		40,000
		TOTAL CONTRACTUAL SERVICES		**363,172**		**464,000**
COMMODITIES:						
101-5001-524.30-01	Publications/Periodicals	Miscellaneous publications		500		500
101-5001-524.30-05	Office Supplies & Equip	General office supplies		3,200		3,200
101-5001-524.30-20	Photographic Supplies	Misc. supplies for drafting and plan preparation, video tapes, film and developing, blueprint paper, plotter paper and ink, etc.		2,000		1,800
101-5001-524.30-35	Clothing	Rain gear, rubber boots, safety glasses, vests and hard hats		1,000		1,200
101-5001-524.30-50	Petroleum Products	Gasoline for department vehicle(s)		4,800		3,800
101-5001-524.31-85	Small Tools & Equip.	Field books, tapes, level rods, surveying equipment, miscellaneous		1,200		1,200
101-5001-524.32-80	Books	Annual update of:				
		Ill. Design Standards and American Water Works Standards	100		100	
		ITE textbooks	100		100	
		Technical reference books	200		200	
		American Society of Testing and Materials manuals	100	500	100	500
101-5001-524.33-05	Other Supplies & Equip	Supplies for traffic counters, computer equipment, marking paint, etc.		1,000		1,000
		TOTAL COMMODITIES		**14,200**		**13,200**
		TOTAL ENGINEERING		**1,889,372**		**2,041,700**

PUBLIC WORKS (93.50 FTE)

ORGANIZATION STRUCTURE



PUBLIC WORKS

The Public Works Department maintains all municipally owned streets and sidewalks, trees and landscaping, water and sewer systems, buildings and grounds, street lights and traffic signals, and provides other necessities of suburban life such as street sweeping, snow removal and ice control.

The Public Works Department is also responsible for the Fleet Operations, portions of the Motor Fuel Tax and Parking Funds as well which appear elsewhere in the budget.

Maintenance Division:

Administration and Internal Services Unit – This unit provides reception and secretarial services, maintains department records including service request systems and work management records, prepares analyses and recommendations for purchasing of equipment and supplies, maintains supplies and inventory controls.

Street Unit – This unit repairs and maintains 230 miles of streets including 321 cul-de-sacs. Services include snow plowing and ice control during winter months, resurfacing and patching of streets and sidewalks, and sweeping the equivalent of 14,000 curb miles of streets annually. Our Street Maintenance Program includes three phases of 6 to 8 foot wide edge grinding on pavements where the center lane of streets are in a serviceable condition, but the edges are breaking up and creating loose pieces of asphalt. The Street unit also assists with and coordinates the setup and planning of numerous Village-sponsored special events.

Forestry & Grounds Unit – This unit is responsible for the maintenance and trimming of 36,000 parkway trees, and the selective removal and sustainable and site appropriate planting of approximately 400 parkway trees annually. The Forestry Unit also oversees the planting and maintenance of 1,200 flowers in the Downtown Business District, commuter parking areas adjacent to Municipal Buildings, and in planted medians. This unit also oversees contracts for tree trimming and removal, disease control, mowing and landscape maintenance of 59 acres of land on 43 Village owned sites and 65 acres of public parkway at 56 different locations. Unit personnel also remove snow from sidewalks abutting Village owned and maintained sites. The Forestry Unit also assists with the setup and planning of Village-sponsored special events.

Municipal Buildings Unit – This unit is responsible for maintaining 28 Village owned buildings. Maintenance is provided for the building structures and for all mechanical equipment and includes providing custodial maintenance and day-to-day services in 464,414 square feet of occupied floor space. All heating and air conditioning systems are maintained by the staff, which also provide skilled work in minor building revisions and renovations, painting, electrical, plumbing and similar building and grounds related maintenance services. Major repairs, alterations and remodeling are accomplished through contract services when necessary. This unit is also responsible for managing the Metropolis Theatre building which requires almost 50% of one of our full-time employee's time.

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

Fleet Operations is organizationally within the Maintenance Division of the Public Works Department. The unit is responsible for maintaining the 257 vehicles and 88 pieces of maintenance equipment operated by the various departments within the Village. The unit also provides maintenance for six buses operated by Wheeling Township for the Senior Citizen Dial-a-Ride. Costs associated with maintenance, repair and fueling are maintained in a digital management program.

Preventive maintenance and most repairs are made by personnel assigned to the Fleet Unit. Repairs such as mufflers, front-end alignments, transmissions, body repairs and several other

repairs, are contracted to local businesses. All vehicle maintenance personnel are ASE certified This is the same certification carried by repair personnel in car dealerships and franchise service stations.

Utilities Division:

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

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

The operational units within the Utilities Division are as follows:

Administration and Internal Services Unit – This unit provides secretarial services and maintains department records, supervises meter readings and investigates billing and meter complaints, locates Village utilities in the field, checks locations of utility company installations and performs drafting and field engineering work.

Traffic Unit – This unit maintains an estimated 3,900 street lights, 12 traffic signalized intersections, 6,900 traffic signs, 12 solar powered disaster warning sirens and the fare boxes for commuter parking facilities. The unit also provides electrical maintenance service for municipal buildings, parking garages, parking lots and water and sewer facilities.

Water Production Unit – This unit is responsible for the operation and maintenance of six deep wells, ten storage reservoirs, four booster pumping stations, six sanitary sewer lift stations and five storm water pump stations. An average of 8.6 million gallons of water per day is pumped into the distribution system.

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

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

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

2016 Accomplishments

1. Completion of two flood studies and presentation of the study results at public meetings including an initial discussion on funding and prioritization.

2. Finalized changes to the Village's streetscape design and initiated design of the first phase of a 5-year program.

3. Successful completion of the second year of the 4-year parking garage rehabilitation program.

4. Completed second year of increased scope of water main replacement program.

5. Successfully completed another 3 phases of edge grinding and repaving.

6. Increased use of social media with positive feedback from community.

7. Initiated multiple year storm sewer assessment and repair program.

8. Achieved compliance with MWRDGC requirements for first year of sanitary sewer smoke testing.

2017 Strategic Priorities

1. 2017 Water System Infrastructure Improvements
Strategic Priority: #1b Continue progress on enhanced water/road program

In January 2016, the Village instituted the third of six water rate increases that are designed to fund the projected Water and Sewer infrastructure replacement and long term maintenance program. A key component of this program is the replacement of existing water main. The industry standard for a successful Water Main Replacement Program is replacing 1% of existing water main each year. This is based upon the assumption of 100-year design life for iron pipe. The Village is in the process of increasing the rate of water main replacement over the course of several years. Fiscal Year 2022 will be the first year that our goal of 1% is reached.

Public Works Department staff and Engineering Department staff are working closely together to coordinate the underground replacement with the Road Rehabilitation Program.

Project Completion: November 2017.

Project Leader: Superintendent of Utilities, with assistance from Water Utilities and Engineering Staff.

Estimated Cost: 2017 Budget is $1,500,000

2. Planning of Flood Control Improvements for the 2018 to 2022 Capital Improvement Plan
Strategic Priority: #1a Develop plan and begin implementation of enhanced flood control improvements

With the completion of the separate and combined sewer studies and their presentation to the Public, the Village will identify improvements to be scheduled in the Village's 2018-2022 Capital Improvement Plan.

Project Completion: Inclusion of Board approved storm water projects and an approved storm water utility fee in the 2018-2022 Capital Improvement Plan presented to the Village Board in June 2017. The implementation of a proposed storm water utility fee to cover the cost of the improvements in September 2017.

Project Leader: Village Manager, Directors of Public Works, Engineering, and Finance, with assistance from Assistant Director of Public Works and Engineering, and the Superintendent of Utilities.

Estimated Cost: TBD

3. 2017 Public Parking Garage Rehabilitation Program

Strategic Priority: #1 Continue Infrastructure Improvements and #2 Strengthen Downtown Area to Enable Continued Success in the Future, Given Evolving Market and Demographics of our Community

In 2014, the Village completed design of a four-year Public Parking Garage Rehabilitation Program to assess and repair the Village's four public parking garages. The first phase of the project, completed in October 2015 included rehabilitation of the entire Municipal Parking Garage, as well as the top decks of the Vail & North Garages. Phase 2, completed in August 2016 involved the rehabilitation of the remaining floors of North Garage, located at Eastman and Evergreen. The 2017 project will include the TIF 1 garage. The majority of the work includes structural steel repairs, concrete repairs, caulking and re-stripping.

Project Completion: September 2017.

Project Leader: Assistant Director of Public Works

Estimated Cost: 2017 Budget is $810,000.

4. 2017 EAB Program

Strategic Priority: #1 Continue Infrastructure Improvement Efforts

This will be the final year of the project. In addition to the removal and replacement of infected trees, this year a transition plan will be implemented to continue a scaled back version of the program within the normal Forestry budget.

Project Completion: December 2017.

Project Leader: Forestry Crew Chief

Estimated Cost: 2017 Budget is $555,300

5. 2017 Paver Brick Enhancement and Increased Maintenance

Strategic Priority: #2 Strengthen Downtown Area to Enable Continued Success in the Future, Given Evolving Market and Demographics of Our Community

In July 2016 the Village Board directed Staff to undertake a five-year, $2.1 million program to rehabilitate a large portion of our downtown paver bricks. These improvements will begin a multi-year effort to address areas of the downtown which are thirty years old, and provide needed maintenance to other downtown areas.

Project Completion: 2017-2021

Project Leader: Director and Assistant Director of Public Works

Estimated Cost: 2017 Budget is $395,000

6. Implementation of Work Order/Management System Software

Strategic Priority: Staff generated business plan project

A team of representatives from Public Works, Engineering and the ISD are currently in the process of requesting proposals for new web-based Work Order/Management System software, to replace the current obsolete system. New software will allow the Departments to process service requests from the community using the newest technology available, including the retention of information in the "Cloud" for easier access, and for improved reporting features.

One of the benefits of a web-based system would be improved communication and automatic updates on residential service requests. Within a year, the community will be able to use a mobile device or desktop computer to identify a service request issue (such as a pothole or streetlight outage) on an interactive map. Once an issue has been defined, a ticket number will be generated that is unique to the service request. The ticket number will trigger an automated notification system that will keep the requester informed when Public Work staff reviews the request, schedules the necessary work, and when the work has been completed.

Project Completion: January 2017

Project Leader: Public Works Service Coordinator, with assistance from Public Works, Engineering and ISD Staff.

Estimated Cost: $128,000 in 2016 Budget for software and $60,000 annual maintenance cost starting in 2018.

Performance Measures

	Calendar Year		
	2013	2014	2015
1. Traffic Unit:			
Traffic Signal Repairs	114	86	112
Street Light Repairs	990	993	1,129
Building Circuit Repairs	585	446	552
Sign Maintenance	2,819	2,137	3,307
Pavement Striping	31,947	9,400	7,592
Utility Locates	12,991	17,527	19,691
2. Street Unit:			
Snow Removal Cost	$1,213,497	$829,098	$1,102,784
Snow Removal Curb Miles	74,094	75,636	67,431
Street Sweeping Curb Miles	11,125	11,662	10,260
Asphalt Repairs (tons)	416	251	300
In-House Paving Program (tons)	6,290	6,498	5,769
In-House Paving Program (sq. yds.)	34,406	35,098	31,152
3. Forestry Unit:			
Parkway Trees Trimmed	7,055	9,567	7,186
Parkway Trees Removed	400	539	236
Parkway Restorations	1,804	5,285	5,062
EAB Reimbursements	269	754	74
EAB Inspections	90	52	45
EAB Trees Removed	1,300	4,726	2,819
4. Building Maintenance Unit:			
Work Orders Completed	469	1,207	851
5. Administration:			
Work Request Received	4,306	4,175	3,421
Invoices Processed	N/A	N/A	9,612
Incoming Phone Calls – Front Office Only	N/A	N/A	11,479

OPERATION SUMMARY

PUBLIC WORKS (Including Water Utilities & Fleet Services)

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Authorized Positions in F-T-E							
General Fund	41.25	41.25	41.25	41.25	41.25	0.00	0.0%
Emerald Ash Borer Fund	1.00	1.00	1.00	1.00	1.00	0.00	0.0%
Water & Sewer Fund	40.75	40.75	40.75	40.75	40.75	0.00	0.0%
Fleet Operations Fund	10.50	10.50	10.50	10.50	10.50	0.00	0.0%
Total F-T-E	93.50	93.50	93.50	93.50	93.50	0.00	0.0%
Expenditures							
Personal Services	$12,477,711	$8,367,379	$13,257,147	$13,398,700	$13,549,700	$151,000	1.1%
Contractual Services	10,035,385	8,175,032	11,297,491	11,373,301	11,303,900	(69,401)	(0.6%)
Commodities	2,840,273	1,601,805	3,523,383	3,596,495	2,978,200	(618,295)	(17.2%)
Other Charges	1,636,364	1,047,105	1,693,200	1,693,200	1,702,300	9,100	0.5%
Capital Items	6,842,757	5,110,879	10,861,960	11,072,174	7,798,100	(3,274,074)	(29.6%)
Total Expenditures	$33,832,490	$24,302,200	$40,633,181	$41,133,870	$37,332,200	($3,801,670)	(9.2%)

CROSS REFERENCE TO FUNDS

	2014-15 Actual	8-Month Period Ending Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
General Fund	$11,838,642	$7,958,360	$13,158,080	$13,380,217	$12,820,300	($559,917)	(4.2%)
MFT Fund	98,909	62,172	103,500	103,500	105,500	2,000	1.9%
Municipal Park Opr Fund	164,064	795,945	636,399	609,936	870,500	260,564	42.7%
Capital Projects Fund	504,766	447,189	1,726,517	1,756,817	1,557,300	(199,517)	(11.4%)
Storm Water Control Fund	63,323	0	1,000,000	1,000,000	500,000	(500,000)	(50.0%)
Public Buildings Fund	287,806	20,010	25,000	25,000	25,000	0	0.0%
Emerald Ash Borer Fund	3,083,963	1,544,713	1,160,444	1,161,610	555,300	(606,310)	(52.2%)
Water & Sewer Fund	13,845,516	10,726,327	18,123,300	18,359,738	17,301,900	(1,057,838)	(5.8%)
A & E Fund	72,053	68,800	83,747	79,300	105,300	26,000	32.8%
Fleet Operations Fund	3,873,448	2,678,684	4,616,194	4,657,753	3,491,100	(1,166,653)	(25.0%)
Total Expenditures	$33,832,490	$24,302,200	$40,633,181	$41,133,871	$37,332,200	($3,801,671)	(9.2%)

PUBLIC WORKS

GENERAL FUND **EXPENDITURES**

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-7101-531.10-01	Salaries	3,288,826	2,260,737	3,415,800	3,489,500	**3,549,600**	60,100	1.7%
101-7101-531.18-01	Temporary Help	70,018	40,876	82,200	82,200	**84,300**	2,100	2.6%
101-7101-531.18-05	Overtime Civilian	484,513	246,926	548,600	548,600	**562,300**	13,700	2.5%
101-7101-531.18-80	Special Detail	7,000	6,500	7,100	7,100	**7,300**	200	2.8%
	Salaries	**3,850,357**	**2,555,039**	**4,053,700**	**4,127,400**	**4,203,500**	**76,100**	**1.8%**
101-7101-531.19-01	Workers Compensation	369,300	254,900	391,900	391,900	**403,700**	11,800	3.0%
101-7101-531.19-05	Medical Insurance	680,200	449,600	699,300	699,300	**689,000**	(10,300)	(1.5%)
101-7101-531.19-10	IMRF	511,467	330,467	525,000	527,200	**544,500**	17,300	3.3%
101-7101-531.19-11	Social Security	226,306	152,083	250,600	251,400	**259,400**	8,000	3.2%
101-7101-531.19-12	Medicare	53,831	36,444	59,400	59,600	**61,600**	2,000	3.4%
	Fringe Benefits	**1,841,104**	**1,223,494**	**1,926,200**	**1,929,400**	**1,958,200**	**28,800**	**1.5%**
101-7101-531.20-05	Professional Services	15,071	13,852	40,000	44,440	**37,500**	(6,940)	(15.6%)
101-7101-531.20-40	General Insurance	102,800	72,300	113,300	113,300	**119,000**	5,700	5.0%
101-7101-531.21-01	Traffic Signal Maintenance	11,473	0	36,298	36,298	**20,000**	(16,298)	(44.9%)
101-7101-531.21-02	Equipment Maintenance	279,759	212,153	323,831	323,831	**320,300**	(3,531)	(1.1%)
101-7101-531.21-03	Radio Maintenance	310	0	0	0	**0**	0	N/A
101-7101-531.21-11	Building Maintenance	282,645	254,901	392,825	392,825	**382,000**	(10,825)	(2.8%)
101-7101-531.21-15	Street and Sidewalk Maint	549,879	555,896	900,000	950,400	**643,000**	(307,400)	(32.3%)
101-7101-531.21-36	Equipment Rental	154,252	214,637	200,300	200,300	**200,000**	(300)	(0.1%)
101-7101-531.21-50	Utility Services	497,451	244,813	500,000	515,000	**526,500**	11,500	2.2%
101-7101-531.21-55	Forestry & Ground Services	700,156	322,050	677,143	677,143	**851,000**	173,857	25.7%
101-7101-531.21-56	New Trees	0	0	0	0	**0**	0	N/A
101-7101-531.21-62	Disposal Services	54,542	57,628	70,000	81,400	**61,400**	(20,000)	(24.6%)
101-7101-531.21-65	Other Services	100,127	27,760	27,000	27,000	**28,000**	1,000	3.7%
101-7101-531.22-02	Dues	7,157	4,523	7,200	7,200	**7,200**	0	0.0%
101-7101-531.22-03	Training	12,387	10,133	18,300	18,300	**21,700**	3,400	18.6%
101-7101-531.22-05	Postage	909	779	1,100	1,100	**1,100**	0	0.0%
101-7101-531.22-10	Printing	1,152	867	3,500	1,100	**3,000**	1,900	172.7%
101-7101-531.22-15	Photocopying	2,226	3,900	5,200	5,200	**5,700**	500	9.6%
101-7101-531.22-25	IT/GIS Service Charge	141,600	118,700	180,400	180,400	**186,400**	6,000	3.3%
101-7101-531.22-37	Vehicle/Equip Lease Charge	1,334,400	1,090,800	1,262,500	1,262,500	**1,280,600**	18,100	1.4%
101-7101-531.22-70	Telephone Services	154,683	129,193	180,000	180,000	**192,000**	12,000	6.7%
101-7101-531.22-75	Telephone Equipment Charge	1,914	2,929	12,100	12,100	**0**	(12,100)	(100.0%)
	Contractual Services	**4,404,893**	**3,337,814**	**4,950,997**	**5,029,837**	**4,886,400**	**(143,437)**	**(2.9%)**
101-7101-531.30-01	Publications Periodicals	480	429	700	700	**700**	0	0.0%
101-7101-531.30-05	Office Supplies & Equip	4,706	4,130	4,000	4,000	**3,500**	(500)	(12.5%)
101-7101-531.30-35	Clothing	23,943	38,675	33,500	33,500	**33,500**	0	0.0%
101-7101-531.30-50	Petroleum Products	162,239	72,561	140,000	181,000	**134,900**	(46,100)	(25.5%)
101-7101-531.31-40	Agricultural Supplies	29,595	24,775	93,100	93,100	**38,700**	(54,400)	(58.4%)
101-7101-531.31-45	Janitorial Supplies	65,899	45,303	60,000	60,000	**60,000**	0	0.0%
101-7101-531.31-55	Building Supplies	76,541	53,797	78,300	78,300	**78,300**	0	0.0%
101-7101-531.31-65	Other Equip & Supplies	50,230	38,645	73,500	73,500	**78,500**	5,000	6.8%
101-7101-531.31-70	Traffic Signal Supplies	20,401	13,114	21,000	21,000	**21,000**	0	0.0%
101-7101-531.31-75	Street Light Supplies	92,732	41,920	98,192	98,192	**76,500**	(21,692)	(22.1%)
101-7101-531.31-80	Street Sign Supplies	62,206	34,746	47,000	47,000	**42,200**	(4,800)	(10.2%)
101-7101-531.31-85	Small Tools and Equipment	14,426	6,862	26,591	26,591	**20,000**	(6,591)	(24.8%)
101-7101-531.31-90	Street and Sidewalk Supplies	1,084,801	415,398	1,500,000	1,525,397	**1,131,400**	(393,997)	(25.8%)
101-7101-531.33-05	Other Supplies	54,089	51,658	51,300	51,300	**53,000**	1,700	3.3%
	Commodities	**1,742,288**	**842,013**	**2,227,183**	**2,293,580**	**1,772,200**	**(521,380)**	**(22.7%)**
	Total Public Works	**11,838,642**	**7,958,360**	**13,158,080**	**13,380,217**	**12,820,300**	**(559,917)**	**(4.2%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1355	Public Works Director	D63	1.00	1.00	
1365	Asst Director of Public Works	C52	1.00	1.00	
1367	Management Analyst	B31	1.00	1.00	
1380	Foreman II	P12	2.00	2.00	
1375	Forester	P12	1.00	1.00	
1385	Foreman I	P10	1.00	1.00	
1395	Crew Chief Bldg Maint/Electrical	P09	1.00	1.00	
1400	Electrician II	P08	2.00	2.00	
1450	Maintenance Mechanic II	P08	1.00	1.00	
1390	Crew Chief	P07	4.00	4.00	
1455	Maintenance Mechanic I	P05	1.00	1.00	
1405	Electrician I	P06	1.00	1.00	
1415	Maintenance Worker II	P04	18.00	18.00	
1420	Maintenance Worker I	P03	2.00	2.00	
1460	Custodian I	P01	4.00	4.00	
1715	Account Clerk I	A12	0.25	0.25	
	Total F-T-E		**41.25**	**41.25**	**0.00**

Public Works Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	41.25	41.25	
435	Emerald Ash Borer (EAB) Fund	1.00	1.00	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	**93.50**	**93.50**	**0.00**

PUBLIC WORKS

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
101-7101-531.10-01	Salaries	Salaries		3,489,500		3,549,600
101-7101-531.18-01	Temporary Help	Temporary Help		82,200		84,300
101-7101-531.18-05	Overtime Civilian	Overtime Civilian		548,600		562,300
101-7101-531.18-80	Special Detail	Special Detail		7,100		7,300
		TOTAL SALARIES		**4,127,400**		**4,203,500**
FRINGE BENEFITS:						
101-7101-531.19-01	Workers' Compensation	Workers' Compensation Insurance		391,900		403,700
101-7101-531.19-05	Medical Insurance	Medical Insurance		699,300		689,000
101-7101-531.19-10	IMRF	IMRF		527,200		544,500
101-7101-531.19-11	Social Security	Social Security		251,400		259,400
101-7101-531.19-12	Medicare	Medicare		59,600		61,600
		TOTAL FRINGE BENEFITS		**1,929,400**		**1,958,200**
CONTRACTUAL SERVICES:						
101-7101-531.20-05	Professional Services	Consulting services (incl. storm warning) concrete testing and bid reviews	37,500		37,500	
		Prior Year Encumbrance Carryover	6,940	44,440	0	37,500
101-7101-531.20-40	General Insurance	Liability and property insurance		113,300		119,000
101-7101-531.21-01	Traffic Signal Maintenance	Repairs to controllers and opticom	18,000		20,000	
		Prior Year Encumbrance Carryover	18,298	36,298	0	20,000
101-7101-531.21-02	Equipment Maintenance	Maintenance of: office, electrical, shop and radio equipment; generators and fire extinguishers	14,000		14,000	
		Preventative maintenance, inspections, repairs, and certifications of HVAC systems	215,000		225,800	
		Preventative maintenance, inspections, repairs, and certifications of elevators	18,000		20,000	
		Emergency siren upgrade (traffic)	15,000		15,000	
		Preventative maintenance, inspections, repair and certifications of life safety equip	20,400		20,500	
		Water feature and irrigation system maint.	28,300		25,000	
		Prior Year Encumbrance Carryover	13,131	323,831	0	320,300

PUBLIC WORKS

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-7101-531.21-11	Building Maintenance	Custodial services for all municipal buildings, historical, police, fire, senior center and train station	212,000		225,000	
		Misc. cleaning services for mats, windows, blinds and carpets	25,000		25,000	
		Repairs to roofs, doors, windows, plumbing, generators, and painting	109,700		110,000	
		Pest control (from 21-15 & 21-65)	6,300		8,000	
		Police firing range cleaning and lead compliance testing	16,000		14,000	
		Prior Year Encumbrance Carryover	23,825	392,825	0	382,000
101-7101-531.21-15	Street & Sidewalk Maint.	Contractual street and sidewalk repairs	517,000		0	
		Street/ Sidewalk Maintenance:				
		Asphalt	0		300,000	
		Concrete	0		195,000	
		Pavement striping	100,000		125,000	
		Concrete Sidewalk Cutting	0		15,000	
		Sidewalk/ Curb Reimbursements	0		8,000	
		Landscape maintenance:				
		Gateway sign maintenance	8,500		0	
		Parkway restoration	65,400		0	
		Weed control	28,000		0	
		Mowing	66,000		0	
		High Profile Bed Maintenance	112,000		0	
		Installation of bike route posts and signs Moved to account 101-7101-531.31-80	3,500		0	
		Prior Year Encumbrance Carryover	50,000	950,400	0	643,000
101-7101-531.21-36	Equipment Rental	Small tool and equipment rental	5,000		7,000	
		In-house paving program:				
		Asphalt grinder rental	26,400		28,000	
		Asphalt trucking	115,900		111,000	
		Material hauling	20,000		20,000	
		Street Sweeper Rental	33,000	200,300	34,000	200,000
101-7101-531.21-50	Utility Services	Rental of Com. Ed. Co. street lights	115,000		115,000	
		Electrical energy for Village owned street lights and traffic signals	155,000		166,500	
		Electric excess facilities & charges for usage of natural gas in excess of franchise agreement	245,000	515,000	245,000	526,500
101-7101-531.21-55	Forestry & Ground Srvs	Forestry Services / Tree Maintenance:				
		Tree trimming	250,000		250,000	
		Tree and stump removals	200,000		180,000	
		New planting	150,000		150,000	
		Tree damage repair and replacement	32,500		0	
		Landscape Maintenance:				
		HighProfile Site Maintenance	0		93,000	
		Secondary Site Maintenance	0		15,000	
		Grass Cutting	0		98,000	
		Weed Control	0		28,000	
		Gateway Sign Maintenance	0		2,000	
		Parkway Restoration	0		35,000	
		Prior Year Encumbrance Carryover	44,643	677,143	0	851,000

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-7101-531.21-62	Disposal Services	Landfill charges (non-tree) and misc.	56,400		56,400	
		Leaf composting/wood chips	19,900		5,000	
		Trash service for PW & train station	5,100	81,400	0	61,400
101-7101-531.21-65	Other Services	Special service, service calls, moving projects & material testing	20,000		18,000	
		JULIE charge	7,000	27,000	10,000	28,000
101-7101-531.22-02	Dues	Dues		7,200		7,200
101-7101-531.22-03	Training	Street Unit:				
		APWA Snow Conference	1,500		1,500	
		APWA Suburban Snow & Ice	600		600	
		Misc. safety & training aids	100		100	
		Misc. seminars	200		200	
		Forestry Unit:				
		APWA Snow Conference	1,500		1,500	
		Int'l Society Arborists	1,700		1,800	
		Illinois Arborists Conference (5)	800		800	
		iLandscape Show	400		400	
		Arboricultural Skills Workshop	200		400	
		Tree City Seminar	100		100	
		Safety & training textbooks	100		100	
		Illinois Landscape Contractors Association Certification (1)	400		400	
		Illinois Arborists Training & Workshops	300		700	
		Traffic Unit:				
		IMSA/ITE Traffic Signal Maintenance Certification	1,300		1,300	
		Administration:				
		APWA Annual Conference (2)	2,400		4,800	
		APWA Suburban Expo	700		900	
		Illinois Public Service Institute	1,600		1,600	
		In-service management training	200		200	
		Miscellaneous meeting expenses	200		200	
		Tuition reimbursement	300		300	
		Safety training materials - general	100		100	
		Safety training matrls - Fed requirement	1,500		1,500	
		Municipal Buildings Unit:				
		A/C controls operation/maintenance	1,800		1,800	
		APWA Suburban Expo	200		300	
		Safety and training aids	100	18,300	100	21,700
101-7101-531.22-05	Postage	Mailings		1,100		1,100
101-7101-531.22-10	Printing	Printing of shop orders, time cards and miscellaneous forms		1,100		3,000
101-7101-531.22-15	Photocopying	Photocopies & supplies	1,000		1,000	
		Maintenance agreement Xerox WC5645	4,000		4,700	
		Maintenance agreement Xerox 5135	200	5,200	0	5,700
101-7101-531.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		180,400		186,400

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-7101-531.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		1,262,500		1,280,600
101-7101-531.22-70	Telephone Services	Cell phone charges and telephone charges for all service except for commissions	160,000		172,000	
		EOC phone lines	5,100		6,800	
		Fire Stations Optic Connection Upgrade	13,200		13,200	
		Telephone books and reverse directories	1,700	180,000	0	192,000
101-7101-531.22-75	Telephone Equip Charges	Miscellaneous equipment	5,700		0	
		Upgrade telephone equipment	6,400	12,100	0	0
		TOTAL CONTRACTUAL SERVICES		**5,029,837**		**4,886,400**
COMMODITIES:						
101-7101-531.30-01	Publications/Periodicals	Miscellaneous publications		700		700
101-7101-531.30-05	Office Supplies & Equip	General office supplies		4,000		3,500
101-7101-531.30-35	Clothing	Uniform rental and cleaning	6,500		6,500	
		Boots and miscellaneous clothing	12,000		12,000	
		Personal protective equipment	15,000	33,500	15,000	33,500
101-7101-531.30-50	Petroleum Products	Gasoline for department vehicles		181,000		134,900
101-7101-531.31-40	Agricultural Supplies	Materials for parkway and landscape restoration and maintenance:				
		Black dirt	3,700		3,700	
		Sod & seeds	1,000		6,000	
		Fertilizers & weed killers	5,500		6,500	
		Compost	1,600		2,500	
		Plants & materials	10,300		20,000	
		Flowers, fertilizers, chemicals & maintaining grounds adjacent to Municipal Building and Senior Center	13,500		0	
		Landscape upgrades	57,500	93,100	0	38,700
101-7101-531.31-45	Janitorial Supplies	Custodial supplies not furnished by contract maintenance service, including paper products, soap, etc.		60,000		60,000
101-7101-531.31-55	Building Supplies	Electrical, plumbing & hardware supplies, lumber & paint for maintenance & repairs of Municipal Building		78,300		78,300
101-7101-531.31-65	Other Equip. & Supplies	Saw blades, batteries, hose and misc. parts & supplies for small equipment	73,500		73,500	
		Telephone Equipment Replacement	0	73,500	5,000	78,500
101-7101-531.31-70	Traffic Signal Supplies	Poles, components, etc.		21,000		21,000

Account Number	Account Title	Description	Budget 2016		Budget 2017	
101-7101-531.31-75	Street Light Supplies	Poles, fixtures, lamps & misc. materials	61,000		61,000	
		Damage replacement (reimbursable)	15,500		15,500	
		Prior Year Encumbrance Carryover	21,692	98,192	0	76,500
101-7101-531.31-80	Street Sign Supplies	Blank signs, reflective sheeting, letters, numbers, adhesives, & misc.	37,000		32,000	
		Materials for thermoplastic marking	4,400		4,400	
		Damage replacement (reimbursable)	2,300		2,300	
		School Speed Zone signage	3,300		0	
		Bike Route Posts/ Signs	0	47,000	3,500	42,200
101-7101-531.31-85	Small Tools & Equipment	Misc. expendable hand tools & equipment	20,000		20,000	
		Prior Year Encumbrance Carryover	6,591	26,591	0	20,000
101-7101-531.31-90	Street & Sidewalk Supplies	Patching materials, gravel and sand	144,900		144,900	
		Asphalt for In-house paving program.	316,900		317,000	
		Concrete	45,900		40,000	
		Rock salt	550,000		525,000	
		Liquid calcium chloride	90,900		90,900	
		Ice melt	7,900		10,000	
		Forming materials and lumber	3,600		3,600	
		Miscellaneous materials	12,000		0	
		Prior Year Encumbrance Carryover	353,297	1,525,397	0	1,131,400
101-7101-531.33-05	Other Supplies & Equip	Drafting supplies, marking paint, fire extinguishers, first aid supplies, screening materials and miscellaneous	15,500		9,000	
		Holiday decorations	33,800		42,000	
		Flags	2,000	51,300	2,000	53,000
		TOTAL COMMODITIES		**2,293,580**		**1,772,200**
		TOTAL PUBLIC WORKS		**13,380,217**		**12,820,300**

NON-OPERATING

GENERAL FUND **EXPENDITURES**

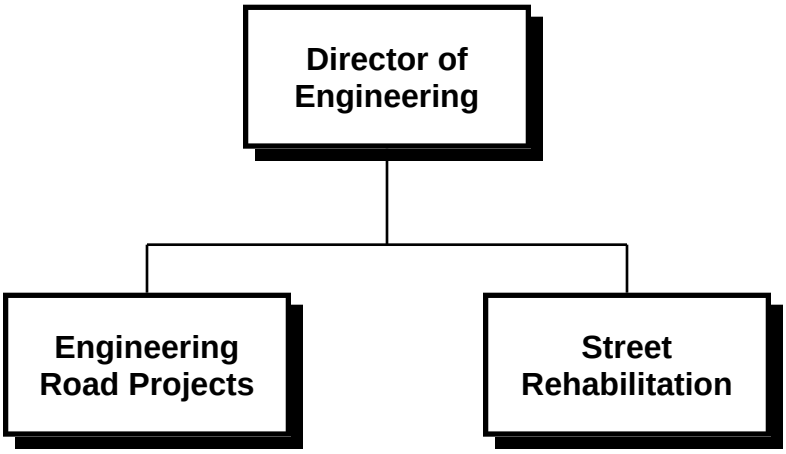
Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
101-9901-591.40-78	IMET Expense	185,817	34,044	0	0	**0**	0	N/A
101-9901-591.40-89	Sales Tax Abatement	446,913	491,833	600,000	600,000	**595,000**	(5,000)	(0.8%)
101-9901-591.40-96	Operating Contingency	0	0	208,670	208,670	**250,000**	41,330	19.8%
	Other Charges	**632,730**	**525,877**	**808,670**	**808,670**	**845,000**	**36,330**	**4.5%**
101-9901-591.90-05	Operating Transfer Out	4,000,000	2,500,000	0	175,000	**0**	(175,000)	(100.0%)
	Non-Operating	**4,000,000**	**2,500,000**	**0**	**175,000**	**0**	**(175,000)**	**(100.0%)**
	Total Non-Operating	**4,632,730**	**3,025,877**	**808,670**	**983,670**	**845,000**	**(138,670)**	**(14.1%)**
	Total General Fund	**71,726,288**	**52,071,721**	**72,296,339**	**72,891,716**	**73,370,400**	**383,684**	**0.7%**

NON-OPERATING

GENERAL FUND **EXPENDITURE DETAIL**

Account Number	Account Title	Description	Budget 2016	Budget 2017
101-9901-591.40-89	Sales Tax Abatements	Sales tax abatement - Lowes/Rohrman/Napleton/Lexus	600,000	595,000
101-9901-591.40-96	Operating Contingency	Operating Contingency	208,670	250,000
		TOTAL OTHER CHARGES	**808,670**	**845,000**
NON-OPERATING:				
101-9901-591.90-05	Operating Transfer Out	Operating Transfer Out To Health Insurance Fund (contingency)	175,000	0
		TOTAL NON-OPERATING	**175,000**	**0**
		TOTAL NON-OPERATING EXPENDITURES	**983,670**	**845,000**
		TOTAL GENERAL FUND	**72,891,716**	**73,370,400**

ORGANIZATION STRUCTURE



MOTOR FUEL TAX FUND 211

► Fund at a Glance

Separate funds are received from the State of Illinois during a per capita distribution of the taxes we pay at the gas pump. There are only certain legal purposes for the use of these funds as prescribed. Basically, the Village is using this fund for the resurfacing and rehabilitation of our deteriorating streets and roads.

Restrictions:

STATE LAW – The statutes are very specific as to how these funds are to be spent. Eligibility includes programs such as: storm water management, pavement repair or reconstruction, snow & ice removal, parkway maintenance, traffic control, street lighting, traffic signal maintenance, etc.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$1,840,510	$1,279,482	$1,809,900	$1,809,900	**$1,809,900**	$0	0.0%
Intergovernmental	668,278	0	0	0	**0**	0	N/A
Interest Income	89	308	500	500	**500**	0	0.0%
Total Revenues	**$2,508,877**	**$1,279,790**	**$1,810,400**	**$1,810,400**	**$1,810,400**	**$0**	**0.0%**
Interfund Transfers In	2,000,000	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$4,508,877**	**$1,279,790**	**$1,810,400**	**$1,810,400**	**$1,810,400**	**$0**	**0.0%**
Expenditures							
Contractual Services	0	0	60,000	60,000	**30,000**	(30,000)	(50.0%)
Capital Items	2,719,819	457,494	4,449,721	4,449,721	**1,905,500**	(2,544,221)	(57.2%)
Total Expenditures	**$2,719,819**	**$457,494**	**$4,509,721**	**$4,509,721**	**$1,935,500**	**($2,574,221)**	**(57.1%)**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$2,719,819**	**$457,494**	**$4,509,721**	**$4,509,721**	**$1,935,500**	**($2,574,221)**	**(57.1%)**
Revenues over (under) Expenditures	**$1,789,058**	**$822,296**	**($2,699,321)**	**($2,699,321)**	**($125,100)**	**$2,574,221**	**(95.4%)**
BEGINNING FUND BALANCE	**1,550,885**	**3,339,943**	**4,162,239**	**4,162,239**	**1,462,918**	**(2,699,321)**	**(64.9%)**
ENDING FUND BALANCE	**$3,339,943**	**$4,162,239**	**$1,462,918**	**$1,462,918**	**$1,337,818**	**($125,100)**	**(8.6%)**

MOTOR FUEL TAX FUND (211)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
MOTOR FUEL TAX ALLOTMENT		1,840,510	1,279,482	1,809,900	1,809,900	**1,809,900**	1,809,900	1,809,900	1,809,900	1,809,900
STATE CAPITAL PROGRAM		668,278	0	0	0	**0**	0	0	0	0
INTEREST INCOME		89	308	500	500	**500**	500	500	500	500
TRANSFER IN FROM GENERAL FUND		2,000,000	0	0	0	**0**	0	0	0	0
TOTAL REVENUES		4,508,877	1,279,790	1,810,400	1,810,400	**1,810,400**	1,810,400	1,810,400	1,810,400	1,810,400
EXPENDITURES										
SIGNALS										
Traffic Signal Maintenance	SG-03-02	98,910	62,172	103,500	103,500	**105,500**	107,700	109,900	112,100	114,500
SUBTOTAL - SIGNALS		98,910	62,172	103,500	103,500	**105,500**	107,700	109,900	112,100	114,500
STREETS										
Street Rehabilitation Program	ST-90-09	2,620,910	3,124	4,160,000	4,160,000	**1,800,000**	1,800,000	1,800,000	1,800,000	1,800,000
Algonquin Road Street Lighting	ST-09-12	0	(3,712)	167,000	167,000	**0**	0	0	0	0
Nichols Road Reconstruction	ST-15-05	0	252,460	79,221	79,221	**0**	0	0	0	0
Walnut Avenue Reconstruction	ST-15-10	0	143,450	0	0	**0**	0	0	0	0
SUBTOTAL - STREETS		2,620,910	395,322	4,406,221	4,406,221	**1,800,000**	1,800,000	1,800,000	1,800,000	1,800,000
TOTAL EXPENDITURES		2,719,820	457,494	4,509,721	4,509,721	**1,905,500**	1,907,700	1,909,900	1,912,100	1,914,500
BEGINNING FUND BALANCE		1,550,885	3,339,942	4,162,238		**1,462,917**	1,367,817	1,270,517	1,171,017	1,069,317
REVENUES OVER (UNDER) EXPENDITURES		1,789,057	822,296	(2,699,321)	(2,699,321)	**(95,100)**	(97,300)	(99,500)	(101,700)	(104,100)
ENDING FUND BALANCE		3,339,942	4,162,238	1,462,917		**1,367,817**	1,270,517	1,171,017	1,069,317	965,217

MOTOR FUEL TAX FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
211-0000-403.20-00	Motor Fuel Tax Allotment	1,840,510	1,279,482	1,809,900	1,809,900	**1,809,900**	0	0.0%
	Intergovernmental Taxes	**1,840,510**	**1,279,482**	**1,809,900**	**1,809,900**	**1,809,900**	**0**	**0.0%**
211-0000-411.55-00	State Grant	668,278	0	0	0	**0**	0	N/A
	Intergovernmental	**668,278**	**0**	**0**	**0**	**0**	**0**	**N/A**
211-0000-461.02-00	Interest on Investments	89	308	500	500	**500**	0	0.0%
	Interest Income	**89**	**308**	**500**	**500**	**500**	**0**	**0.0%**
211-0000-491.05-00	Operating Transfer In	2,000,000	0	0	0	**0**	0	N/A
	Other Financing Sources	**2,000,000**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total MFT Fund	**4,508,877**	**1,279,790**	**1,810,400**	**1,810,400**	**1,810,400**	**0**	**0.0%**

EXPENDITURES

Engineering 5001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
211-5001-571.20-05	Professional Services	0	0	60,000	60,000	**30,000**	(30,000)	(50.0%)
	Contractual Services	**0**	**0**	**60,000**	**60,000**	**30,000**	**(30,000)**	**(50.0%)**
211-5001-571.50-40	MFT Programs	2,620,910	395,322	4,346,221	4,346,221	**1,800,000**	(2,546,221)	(58.6%)
	Capital Outlay	**2,620,910**	**395,322**	**4,346,221**	**4,346,221**	**1,800,000**	**(2,546,221)**	**(58.6%)**
	Total Engineering	**2,620,910**	**395,322**	**4,406,221**	**4,406,221**	**1,830,000**	**(2,546,221)**	**(58.5%)**

Public Works 7101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
211-7101-571.50-40	MFT Programs	98,909	62,172	103,500	103,500	**105,500**	2,000	1.9%
	Capital Outlay	**98,909**	**62,172**	**103,500**	**103,500**	**105,500**	**2,000**	**1.9%**
	Total Public Works	**98,909**	**62,172**	**103,500**	**103,500**	**105,500**	**2,000**	**1.9%**
	Total MFT Fund	**2,719,819**	**457,494**	**4,509,721**	**4,509,721**	**1,935,500**	**(2,544,221)**	**(57.1%)**

ENGINEERING 5001

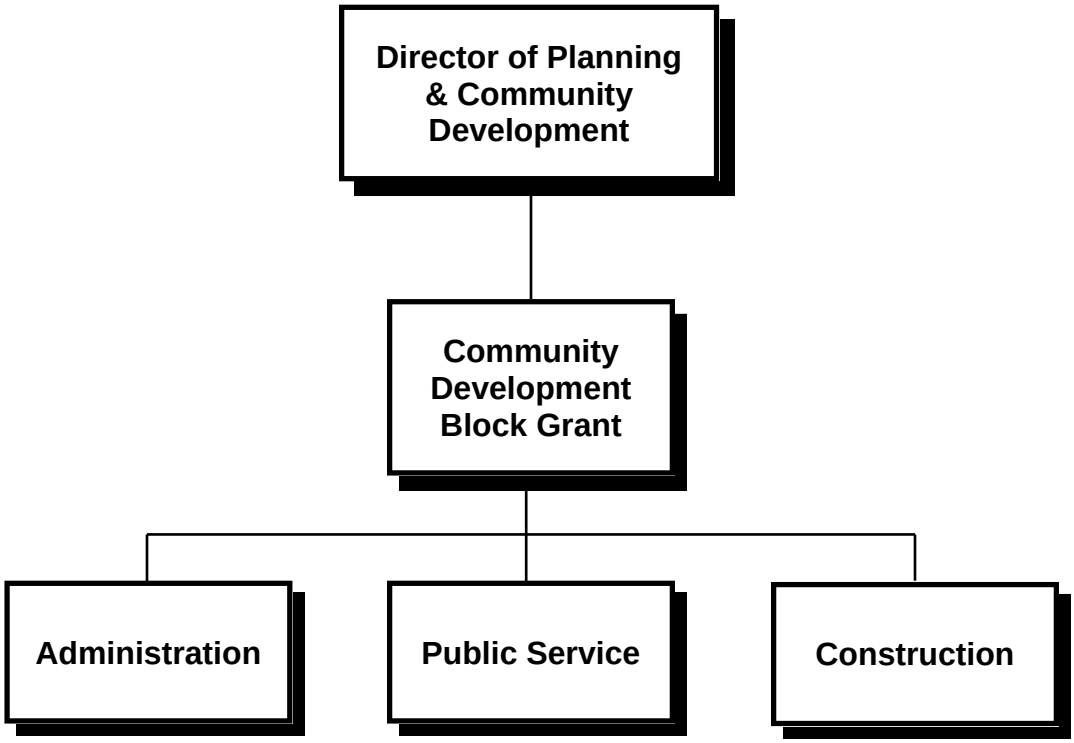
Account Number	Account Title	Description	Budget 2016		Budget 2017	
CONTRACTUAL SERVICES:						
211-5001-571.20-05	Professional Services	Survey work for Street Rehabilitation Program (ST9009)	30,000		30,000	
		Prior Yr Encumbrance Carryover	30,000	60,000	0	30,000
		TOTAL CONTRACTUAL SERVICES		**60,000**		**30,000**
CAPITAL OUTLAY:						
211-5001-571.50-40	MFT Programs	Street Rehabilitation Program (ST9009)		4,100,000		1,800,000
		Algonquin Road Street Lighting (ST0912)		0		0
		Prior Yr Encumbrance Carryover		167,000		0
		Nichols Road Reconstruction (ST1505)		0		0
		Prior Yr Encumbrance Carryover		79,221		0
		TOTAL CAPITAL OUTLAY		**4,346,221**		**1,800,000**
		TOTAL ENGINEERING		**4,406,221**		**1,830,000**

PUBLIC WORKS 7101

Account Number	Account Title	Description	Budget 2016	Budget 2017
CAPITAL OUTLAY:				
211-7101-571.50-40	MFT Programs	Contract maintenance of traffic signal controllers on IDOT and CCHD roadways (SG0302)	103,500	105,500
		TOTAL CAPITAL OUTLAY	**103,500**	**105,500**
		TOTAL PUBLIC WORKS	**103,500**	**105,500**
		TOTAL MOTOR FUEL TAX FUND	**4,509,721**	**1,935,500**

COMMUNITY DEVELOPMENT BLOCK GRANT

ORGANIZATION STRUCTURE



► Fund at a Glance

Federal monies are made available to the Village to provide benefits for low to moderate income residents of the community. There are specific federal guidelines that must be followed in appropriating these funds. A separate tracking of revenues and expenditures are accounted for in this fund.

Restrictions:

FEDERAL LAW – The law was written to charge the Department of Housing and Urban Development with administering these funds. In general, the funds must be targeted to benefit low to moderate income residents.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Intergovernmental	202,460	299,685	377,923	287,600	**206,173**	(81,427)	(28.3%)
Other	112,725	53,309	77,400	100,000	**50,000**	(50,000)	(50.0%)
Total Revenues	**$315,185**	**$352,994**	**$455,323**	**$387,600**	**$256,173**	**($131,427)**	**(33.9%)**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$315,185**	**$352,994**	**$455,323**	**$387,600**	**$256,173**	**($131,427)**	**(33.9%)**
Expenditures							
Personal Services	$57,450	$55,500	$55,500	$55,500	**$57,000**	$1,500	2.7%
Other Charges	107,735	147,494	249,823	228,873	**199,173**	(29,700)	(13.0%)
Total Expenditures	**$165,185**	**$202,994**	**$305,323**	**$284,373**	**$256,173**	**($28,200)**	**(9.9%)**
Interfund Transfers Out	150,000	150,000	150,000	150,000	**0**	(150,000)	(100.0%)
Total Expenditures and Interfund Transfers Out	**$315,185**	**$352,994**	**$455,323**	**$434,373**	**$256,173**	**($178,200)**	**(41.0%)**
Revenues over (under) Expenditures	**$0**	**$0**	**$0**	**($46,773)**	**$0**	**$46,773**	**(100.0%)**
BEGINNING FUND BALANCE	**0**	**0**	**0**	**0**	**0**	**0**	**N/A**
ENDING FUND BALANCE	**$0**	**$0**	**$0**	**($46,773)**	**$0**	**$46,773**	**(100.0%)**

CDBG FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
215-0000-411.40-00	CDBG Allotment - Current YR	202,460	262,324	377,923	287,600	206,173	(81,427)	(28.3%)
215-0000-411.45-00	CDBG Allotment - Prior YR	0	37,361	0	0	0	0	N/A
	Intergovernmental Revenue	**202,460**	**299,685**	**377,923**	**287,600**	**206,173**	**(81,427)**	**(28.3%)**
215-0000-484.92-00	Project Income	112,725	53,309	77,400	100,000	**50,000**	(50,000)	(50.0%)
	Special Operations	**112,725**	**53,309**	**77,400**	**100,000**	**50,000**	**(50,000)**	**(50.0%)**
	Total CDBG Fund	**315,185**	**352,994**	**455,323**	**387,600**	**256,173**	**(131,427)**	**(33.9%)**

CDBG FUND

EXPENDITURES

Planning 4001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
215-4001-522.10-01	Salaries	57,450	55,500	55,500	55,500	**57,000**	1,500	2.7%
	Salaries	**57,450**	**55,500**	**55,500**	**55,500**	**57,000**	**1,500**	**2.7%**
	Total Planning	**57,450**	**55,500**	**55,500**	**55,500**	**57,000**	**1,500**	**2.7%**

CDBG Program 4101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
215-4101-522.41-01	Single Family Rehab	33,209	17,403	99,165	99,165	**66,123**	(33,042)	(33.3%)
215-4101-522.41-02	CDBG Administration	2,128	1,404	25,000	2,500	**2,500**	0	0.0%
215-4101-522.41-03	Group/Trans Housing Rehab	23,910	24,900	40,000	41,550	**80,000**	38,450	92.5%
215-4101-522.41-04	Resources for Comm Living	2,195	1,467	4,403	4,403	**5,000**	597	13.6%
215-4101-522.41-15	Child Day Care	17,618	18,500	26,792	26,792	**0**	(26,792)	(100.0%)
215-4101-522.41-16	CAP Program	4,980	4,853	5,719	5,719	**9,550**	3,831	67.0%
215-4101-522.41-17	Children Advocacy Center	1,995	980	2,940	2,940	**2,500**	(440)	(15.0%)
215-4101-522.41-44	Suburban Prim Health Care	9,115	9,500	9,500	9,500	**10,000**	500	5.3%
215-4101-522.41-48	Journeys The Road Home	3,190	3,900	3,900	3,900	**4,500**	600	15.4%
215-4101-522.41-52	WINGS Program	2,700	2,877	4,403	4,403	**6,000**	1,597	36.3%
215-4101-522.41-54	Dist 214 ESL Program	1,500	862	2,138	2,138	**1,500**	(638)	(29.8%)
215-4101-522.41-62	Escorted Transportation Services	2,195	1,468	4,403	4,403	**3,500**	(903)	(20.5%)
215-4101-522.41-68	Northwest CASA	1,500	980	2,940	2,940	**2,500**	(440)	(15.0%)
215-4101-522.41-70	Faith Community Homes	1,500	0	3,920	3,920	**2,500**	(1,420)	(36.2%)
215-4101-522.41-72	Housing Authority of Cook County	0	58,400	14,600	14,600	**0**	(14,600)	(100.0%)
215-4101-522.41-73	Lifespan	0	0	0	0	**3,000**	3,000	N/A
	Other Charges	**107,735**	**147,494**	**249,823**	**228,873**	**199,173**	**(32,700)**	**(13.0%)**
	Total CDBG Program	**107,735**	**147,494**	**249,823**	**228,873**	**199,173**	**(31,200)**	**(13.0%)**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
215-9901-591.90-05	Operating Transfer Out	150,000	150,000	150,000	150,000	**0**	(150,000)	(100.0%)
	Other Financing Uses	**150,000**	**150,000**	**150,000**	**150,000**	**0**	**(150,000)**	**(100.0%)**
	Total Non-Operating	**150,000**	**150,000**	**150,000**	**150,000**	**0**	**(150,000)**	**(100.0%)**
	Total CDBG Fund	**315,185**	**352,994**	**455,323**	**434,373**	**256,173**	**(179,700)**	**(41.0%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1245	Planner II	C42	0.50	0.50	
	Total F-T-E		**0.50**	**0.50**	**0.00**

Planning Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	8.50	9.50	1.00
215	CDBG Fund	0.50	0.50	
	Total F-T-E All Funds	**9.00**	**10.00**	**1.00**

PLANNING 4001

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
215-4001-522.10-01	Salaries	Salaries	55,500	57,000
		TOTAL SALARIES	**55,500**	**57,000**
		TOTAL PLANNING	**55,500**	**57,000**

CDBG PROGRAM 4101

Account Number	Account Title	Description	Budget 2017	Budget 2017
OTHER CHARGES:				
215-4101-522.41-01	Single Family Rehab	Interest free loans to low income property owners for home rehabilitation which becomes a lien on property and recovered upon sale of home	85,090	66,123
		Prior Yr Encumbrance Carryover	14,075	0
215-4101-522.41-02	CDBG Admin/Audit	Audit, legal ads, misc. costs	2,500	2,500
215-4101-522.41-03	Group/Trans Housing Rehab	Group Residence/Transitional Housing Rehab Grant Program	41,550	80,000
215-4101-522.41-04	Resources for Comm Living	Shared housing for special populations	2,935	5,000
		Prior Yr Encumbrance Carryover	1,468	0
215-4101-522.41-15	Child Day Care	Grant to Northwest Compass to provide subsidy for low income residents needing child day care service to secure and maintain employment	18,500	0
		Prior Yr Encumbrance Carryover	8,292	0
215-4101-522.41-16	Children at Play	Grant to Children at Play (CAP) Program - subsidy for low income participants	4,875	9,550
		Prior Yr Encumbrance Carryover	844	0
215-4101-522.41-17	Children Advocacy Center	Child Abuse Services	1,960	2,500
		Prior Yr Encumbrance Carryover	980	0
215-4101-522.41-44	Sub Prim Health Care	Grant to Suburban Primary Health Care Council - Access to Care Program	9,500	10,000
215-4101-522.41-48	Journeys The Road Home	Journeys The Road Home Homeless services	3,900	4,500
215-4101-522.41-52	WINGS Program	Traditional Housing and Safe House Public Service	2,935	6,000
		Prior Yr Encumbrance Carryover	1,468	0

CDBG PROGRAM (cont.) 4101

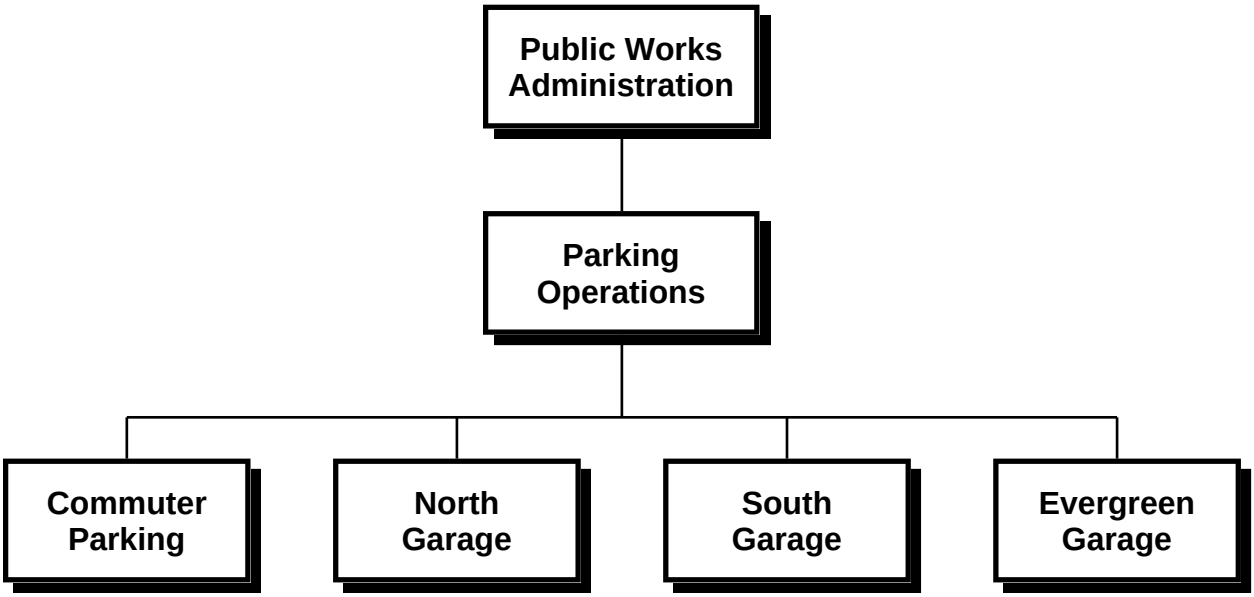
Account Number	Account Title	Description	Budget 2017	Budget 2017
215-4101-522.41-54	Dist. 214 ESL Program	District 214 Beginning English as a Second Language Program	1,500	1,500
		Prior Yr Encumbrance Carryover	638	0
215-4101-522.41.62	Escorted Transport Serv	Medical Transportation for Seniors	2,935	3,500
		Prior Yr Encumbrance Carryover	1,468	0
215-4101-522.41-68	Northwest CASA	Sexual assault counseling, crisis intervention and advocacy	1,960	2,500
		Prior Yr Encumbrance Carryover	980	0
215-4101-522.41-70	Faith Community Homes	Supportive housing	1,960	2,500
		Prior Yr Encumbrance Carryover	1,960	0
215-4101-522.41-72	Housing Authority Cook Cnty	Housing Authority of the County of Cook	0	0
		Prior Yr Encumbrance Carryover	14,600	0
215-4101-522.41-73	Lifespan	Services to Victims od Domestic Violence and Sexual Assault	0	3,000
		TOTAL OTHER CHARGES	**228,873**	**199,173**
		TOTAL CDBG PROGRAM	**228,873**	**199,173**

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2017	Budget 2017
NON-OPERATING:				
215-9901-591.90-05	Operating Transfer Out	Operating transfer to Debt Service Fund - partial funding of debt service for Senior Center	150,000	0
		TOTAL NON-OPERATING	**150,000**	**0**
		TOTAL NON-OPERATING	**150,000**	**0**
		TOTAL CDBG FUND	**434,373**	**256,173**

MUNICIPAL PARKING FUND

ORGANIZATION STRUCTURE



► Fund at a Glance

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

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

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

Restrictions:

VILLAGE POLICY – The Village finances parking operations by the user fee concept. Since May 1, 2004, the monthly commuter permit rate is $30 and the daily rate is $1.50. Twenty-four hour parking permits range from $30 to $55 and have restrictions for their use based on agreement.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Fees	1,026,579	762,148	907,300	1,005,000	**1,015,200**	10,200	1.0%
Fines	113,726	69,056	96,000	95,000	**95,000**	0	0.0%
Interest Income	15,129	8,220	16,100	16,000	**16,000**	0	0.0%
Other	6,895	0	0	0	**0**	0	N/A
Total Revenues	**$1,162,329**	**$839,424**	**$1,019,400**	**$1,116,000**	**$1,126,200**	**$10,200**	**0.9%**
Interfund Transfers In	0	2,000,000	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$1,162,329**	**$2,839,424**	**$1,019,400**	**$1,116,000**	**$1,126,200**	**$10,200**	**0.9%**
Expenditures							
Personal Services	$500,787	$332,352	$507,700	$507,500	**$525,500**	$18,000	3.5%
Contractual Services	341,553	246,263	349,284	352,254	**346,700**	(5,554)	(1.6%)
Commodities	78,017	67,918	92,600	92,400	**92,700**	300	0.3%
Other Charges	351,660	233,054	346,100	346,100	**356,400**	10,300	3.0%
Capital Items	164,064	774,246	608,599	582,136	**825,000**	242,864	41.7%
Total Expenditures	**$1,436,081**	**$1,653,833**	**$1,904,283**	**$1,880,390**	**$2,146,300**	**$265,910**	**14.1%**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$1,436,081**	**$1,653,833**	**$1,904,283**	**$1,880,390**	**$2,146,300**	**$265,910**	**14.1%**
Revenues over (under) Expenditures	**($273,752)**	**$1,185,591**	**($884,883)**	**($764,390)**	**($1,020,100)**	**($255,710)**	**33.5%**
BEGINNING FUND BALANCE	**4,348,367**	**4,074,615**	**5,260,206**	**5,260,206**	**4,375,323**	**(884,883)**	**(16.8%)**
ENDING FUND BALANCE	**$4,074,615**	**$5,260,206**	**$4,375,323**	**$4,495,816**	**$3,355,223**	**($1,140,593)**	**(25.4%)**

MUNICIPAL PARKING OPERATIONS FUND (235)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
FEES & FINES		1,140,305	831,203	1,100,000	1,100,000	**1,100,000**	1,100,000	1,100,000	1,100,000	1,100,000
INTEREST INCOME		15,129	8,220	16,000	16,000	**16,000**	16,000	16,000	16,000	16,000
OTHER		6,895	0	0	0	**0**	0	0	0	0
TRANSFER IN FORM GENERAL FUND		0	2,000,000	0	0	**0**	0	0	0	0
TOTAL REVENUES		1,162,329	2,839,423	1,116,000	1,116,000	**1,116,000**	1,116,000	1,116,000	1,116,000	1,116,000
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		500,787	332,352	507,700	507,500	**532,500**	554,500	577,700	606,600	636,900
Contractual Services		341,552	246,262	352,254	352,254	**359,300**	366,500	373,800	381,300	388,900
Commodities		78,017	67,917	92,400	92,400	**94,200**	96,100	98,000	100,000	102,000
Other Charges		351,660	233,054	346,100	346,100	**353,000**	360,100	367,300	374,600	382,100
SUBTOTAL - OPERATING EXPENDITURES		1,272,016	879,585	1,298,454	1,298,254	**1,339,000**	1,377,200	1,416,800	1,462,500	1,509,900
BUILDING & LAND										
Ongoing Maintenance to Brick Exterior	BL-96-03	421	3,500	5,000	5,000	**5,000**	5,000	5,000	5,000	5,000
Parking Structure Maintenance/Repairs	BL-00-06	153,442	743,359	552,199	552,199	**810,000**	117,000	14,000	0	0
Parking Structure Evaluation	BL-14-10	1,040	0	0	0	**0**	0	0	0	0
North Garage Expansion	BL-15-20	0	27,386	41,400	14,937	**0**	0	0	0	0
SUBTOTAL - BLDG & LAND		154,903	774,245	598,599	572,136	**815,000**	122,000	19,000	5,000	5,000
EQUIPMENT										
Operational Equipment - Municipal Parking Fund	EQ-09-01	9,161	0	10,000	10,000	**10,000**	10,000	10,000	10,000	10,000
SUBTOTAL - EQUIPMENT		9,161	0	10,000	10,000	**10,000**	10,000	10,000	10,000	10,000
TOTAL EXPENDITURES		1,436,080	1,653,830	1,907,053	1,880,390	**2,164,000**	1,509,200	1,445,800	1,477,500	1,524,900
BEGINNING FUND BALANCE		4,348,367	4,074,616	5,260,209		**4,469,156**	3,421,156	3,027,956	2,698,156	2,336,656
REVENUES OVER (UNDER) EXPENDITURES		(273,751)	1,185,593	(791,053)	(764,390)	**(1,048,000)**	(393,200)	(329,800)	(361,500)	(408,900)
ENDING FUND BALANCE		4,074,616	5,260,209	4,469,156		**3,421,156**	3,027,956	2,698,156	2,336,656	1,927,756

MUNICIPAL PARKING FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
235-0000-435.54-00	Parking Lot A Daily Fees	21,099	13,552	21,800	21,000	**21,000**	0	0.0%
235-0000-435.56-00	Parking Lot B Daily Fees	30	0	0	0	**0**	0	N/A
235-0000-435.60-00	Parking Lot E Daily Fees	8,565	5,671	8,800	8,500	**8,500**	0	0.0%
235-0000-435.62-00	Parking Lot N Daily Fees	120	0	0	0	**0**	0	N/A
235-0000-435.64-01	Municipal Garage Daily Fees	11,138	5,798	12,000	11,000	**11,000**	0	0.0%
235-0000-435.64-02	Vail Street Gar Daily Fees	39,494	22,989	41,600	37,000	**39,000**	2,000	5.4%
235-0000-435.64-03	North Garage Daily Fees	67,196	30,601	45,200	60,000	**60,000**	0	0.0%
235-0000-435.65-02	Vail Street Gar Monthly Fees	382,200	304,396	355,000	380,000	**380,000**	0	0.0%
235-0000-435.65-03	North Garage Monthly Fees	321,247	257,835	245,000	320,000	**320,000**	0	0.0%
235-0000-435.66-00	Parking Lot P Daily Fees	41,013	27,281	39,000	40,000	**39,000**	(1,000)	(2.5%)
235-0000-435.68-00	Parking Lot S Daily Fees	58,094	39,816	58,000	56,000	**58,000**	2,000	3.6%
235-0000-435.70-00	Parking Lot T Daily Fees	4,859	3,136	4,700	500	**4,700**	4,200	840.0%
235-0000-435.72-00	Evergreen Garage "U Fees"	68,604	47,431	71,000	68,000	**70,000**	2,000	2.9%
235-0000-435.74-00	Parking Lot O Daily Fees	2,920	3,642	5,200	3,000	**4,000**	1,000	33.3%
	Parking Fees	**1,026,579**	**762,148**	**907,300**	**1,005,000**	**1,015,200**	**10,200**	**1.0%**
235-0000-441.15-00	Parking Fines	113,726	69,056	96,000	95,000	**95,000**	0	0.0%
	Fines	**113,726**	**69,056**	**96,000**	**95,000**	**95,000**	**0**	**0.0%**
235-0000-461.02-00	Interest on Investments	7,167	7,165	10,000	16,000	**16,000**	0	0.0%
235-0000-462.10-00	Market Value Adjustments	7,962	1,055	6,100	0	**0**	0	N/A
	Interest Income	**15,129**	**8,220**	**16,100**	**16,000**	**16,000**	**0**	**0.0%**
235-0000-489.90-00	Other Income	6,895	0	0	0	**0**	0	N/A
	Other	**6,895**	**0**	**0**	**0**	**0**	**0**	**N/A**
235-0000-491.05-00	Operating Transfer In	0	2,000,000		0		0	N/A
	Other Financing Sources	**0**	**2,000,000**	**0**	**0**	**0**	**0**	**N/A**
	Total Municipal Parking Fund	**1,162,329**	**2,839,424**	**1,019,400**	**1,116,000**	**1,126,200**	**10,200**	**0.9%**

MUNICIPAL PARKING FUND

EXPENDITURES

Police 3001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
235-3001-532.10-01	Salaries	324,279	226,651	341,600	341,500	**354,800**	13,300	3.9%
235-3001-532.18-05	Overtime Civilian	5,200	0	5,500	5,500	**5,600**	100	1.8%
	Salaries	**329,479**	**226,651**	**347,100**	**347,000**	**360,400**	**13,400**	**3.9%**
235-3001-532.19-01	Workers Compensation	8,700	6,000	9,200	9,200	**9,500**	300	3.3%
235-3001-532.19-05	Medical Insurance	90,999	51,000	79,500	79,500	**81,000**	1,500	1.9%
235-3001-532.19-10	IMRF	46,363	30,991	45,400	45,300	**47,100**	1,800	4.0%
235-3001-532.19-11	Social Security	20,461	14,353	21,500	21,500	**22,300**	800	3.7%
235-3001-532.19-12	Medicare	4,785	3,357	5,000	5,000	**5,200**	200	4.0%
	Fringe Benefits	**171,308**	**105,701**	**160,600**	**160,500**	**165,100**	**4,600**	**2.9%**
235-3001-532.20-40	General Insurance	8,600	6,100	9,600	9,600	**10,100**	500	5.2%
235-3001-532.22-10	Printing	13,016	4,352	8,000	8,000	**8,000**	0	0.0%
235-3001-532.22-25	IT/GIS Service Charge	9,399	7,200	9,400	9,400	**3,300**	(6,100)	(64.9%)
235-3001-532.22-37	Vehicle/Equip Lease Chrg	31,800	5,900	7,700	7,700	**10,300**	2,600	33.8%
	Contractual Services	**62,815**	**23,552**	**34,700**	**34,700**	**31,700**	**(3,000)**	**(8.6%)**
235-3001-532.30-35	Clothing	2,172	1,133	2,500	2,500	**2,500**	0	0.0%
235-3001-532.30-50	Petroleum Products	4,790	2,010	5,000	5,000	**3,300**	(1,700)	(34.0%)
235-3001-532.33-05	Other Supplies	2,579	1,361	3,000	3,000	**3,000**	0	0.0%
	Commodities	**9,541**	**4,504**	**10,500**	**10,500**	**8,800**	**(1,700)**	**(16.2%)**
	Total Police Department	**573,143**	**360,408**	**552,900**	**552,700**	**566,000**	**13,300**	**2.4%**

Public Works 7101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
235-7101-532.22-37	Vehicle/Equip Lease Chrg	0	21,700	27,800	27,800	**45,500**	17,700	63.7%
	Contractual Services	**0**	**21,700**	**27,800**	**27,800**	**45,500**	**17,700**	**63.7%**
235-7101-572.50-15	Other Equipment	9,161	30,886	10,000	10,000	**10,000**	0	0.0%
235-7101-571.50-20	Building Improvements	1,461	0	46,400	19,937	**5,000**	(14,937)	(74.9%)
235-7101-571.50-25	Construction in Progress	153,442	743,359	552,199	552,199	**810,000**	257,801	46.7%
	Capital Outlay	**164,064**	**774,245**	**608,599**	**582,136**	**825,000**	**242,864**	**41.7%**
	Total Public Works	**164,064**	**795,945**	**636,399**	**609,936**	**870,500**	**260,564**	**42.7%**

MUNICIPAL PARKING FUND

EXPENDITURES

Parking Operations 7301

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
235-7301-532.21-11	Building Maintenance	7,885	9,551	9,000	9,000	**9,400**	400	4.4%
235-7301-532.21-40	Lease Expense	13,467	10,356	8,000	8,000	**0**	(8,000)	(100.0%)
235-7301-532.21-50	Utility Services	958	700	1,100	1,100	**1,100**	0	0.0%
235-7301-532.21-65	Other Services	0	0	400	400	**0**	(400)	(100.0%)
235-7301-532.22-03	Training	25	0	600	600	**600**	0	0.0%
	Contractual Services	**22,335**	**20,607**	**19,100**	**19,100**	**11,100**	**(8,000)**	**(41.9%)**
235-7301-532.31-65	Other Equip & Supplies	1,137	1,538	1,600	1,400	**1,500**	100	7.1%
235-7301-532.31-90	Street and Sidewalk Sup	12,199	11,239	12,500	12,500	**12,900**	400	3.2%
235-7301-532.33-05	Other Supplies	542	75	2,000	2,000	**2,000**	0	0.0%
	Commodities	**13,878**	**12,852**	**16,100**	**15,900**	**16,400**	**500**	**3.1%**
235-7301-532.40-75	Administrative Serv Charge	82,700	57,100	87,800	87,800	**90,400**	2,600	3.0%
	Other Charges	**82,700**	**57,100**	**87,800**	**87,800**	**90,400**	**2,600**	**3.0%**
	Total Parking Operations	**118,913**	**90,559**	**123,000**	**122,800**	**117,900**	**(4,900)**	**(4.0%)**

Vail Avenue Garage Operation 7302

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
235-7302-532.21-02	Equipment Maintenance	14,425	4,426	10,000	9,200	**9,600**	400	4.3%
235-7302-532.21-11	Building Maintenance	23,560	30,674	30,000	30,000	**31,400**	1,400	4.7%
235-7302-532.21-50	Utility Services	43,065	31,548	44,000	44,000	**45,500**	1,500	3.4%
235-7302-532.22-10	Printing	4,177	3,401	7,100	7,100	**3,700**	(3,400)	(47.9%)
	Contractual Services	**85,227**	**70,049**	**91,100**	**90,300**	**90,200**	**(100)**	**(0.1%)**
235-7302-532.31-65	Other Equip & Supplies	0	1,368	1,700	1,700	**1,700**	0	0.0%
235-7302-532.31-90	Street and Sidewalk Sup	27,477	25,288	28,100	28,100	**28,800**	700	2.5%
235-7302-532.33-05	Other Supplies	2,530	597	3,400	3,400	**3,500**	100	2.9%
	Commodities	**30,007**	**27,253**	**33,200**	**33,200**	**34,000**	**800**	**2.4%**
235-7302-532.40-75	Administrative Serv Charge	104,600	72,200	111,100	111,100	**114,300**	3,200	2.9%
	Other Charges	**104,600**	**72,200**	**111,100**	**111,100**	**114,300**	**3,200**	**2.9%**
	Total Vail Street Garage	**219,834**	**169,502**	**235,400**	**234,600**	**238,500**	**3,900**	**1.7%**

MUNICIPAL PARKING FUND

EXPENDITURES

North Garage Operation 7303

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
235-7303-532.21-02	Equipment Maintenance	31,243	4,550	27,784	27,784	**21,000**	(6,784)	(24.4%)
235-7303-532.21-11	Building Maintenance	16,640	17,160	25,000	25,000	**26,000**	1,000	4.0%
235-7303-532.21-50	Utility Services	61,114	50,518	62,400	62,400	**62,400**	0	0.0%
235-7303-532.22-10	Printing	4,177	3,400	7,100	7,100	**3,700**	(3,400)	(47.9%)
	Contractual Services	**113,174**	**75,628**	**122,284**	**122,284**	**113,100**	**(9,184)**	**(7.5%)**
235-7303-532.31-65	Other Equip & Supplies	0	1,987	2,500	2,500	**2,500**	0	0.0%
235-7303-532.31-90	Street and Sidewalk Sup	19,556	19,668	21,900	21,900	**22,500**	600	2.7%
235-7303-532.33-05	Other Supplies	369	189	4,000	4,000	**4,100**	100	2.5%
	Commodities	**19,925**	**21,844**	**28,400**	**28,400**	**29,100**	**700**	**2.5%**
235-7303-532.40-75	Administrative Serv Charge	108,500	74,900	115,200	115,200	**118,700**	3,500	3.0%
	Other Charges	**108,500**	**74,900**	**115,200**	**115,200**	**118,700**	**3,500**	**3.0%**
	Total North Garage	**241,599**	**172,372**	**265,884**	**265,884**	**260,900**	**(4,984)**	**(1.9%)**

Evergreen Underground Garage Operation 7304

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
235-7304-532.21-02	Equipment Maintenance	16,137	8,728	14,200	14,200	**13,000**	(1,200)	(8.5%)
235-7304-532.21-11	Building Maintenance	10,191	7,992	9,500	9,500	**9,500**	0	0.0%
235-7304-532.21-50	Utility Services	29,947	16,235	30,600	30,600	**30,600**	0	0.0%
235-7304-532.22-10	Printing	1,726	1,770	0	3,770	**2,000**	(1,770)	(46.9%)
	Contractual Services	**58,001**	**34,725**	**54,300**	**58,070**	**55,100**	**(2,970)**	**(5.1%)**
235-7304-532.31-65	Other Equip & Supplies	0	1,152	1,000	1,000	**1,000**	0	0.0%
235-7304-532.33-05	Other Supplies	4,666	313	3,400	3,400	**3,400**	0	0.0%
	Commodities	**4,666**	**1,465**	**4,400**	**4,400**	**4,400**	**0**	**0.0%**
235-7304-532.40-75	Administrative Serv Charge	30,300	20,900	32,000	32,000	**33,000**	1,000	3.1%
235-9901-591.40-78	IMET Expense	25,560	7,954	0	0	**0**	0	N/A
	Other Charges	**55,860**	**28,854**	**32,000**	**32,000**	**33,000**	**1,000**	**3.1%**
	Total Evergreen Street Garage	**118,527**	**65,044**	**90,700**	**94,470**	**92,500**	**(1,970)**	**(2.1%)**
	Total Municipal Parking Fund	**1,436,080**	**1,653,830**	**1,904,283**	**1,880,390**	**2,146,300**	**265,910**	**14.1%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1185	Public Service Officer	A13	4.00	4.00	
1716	Records Clerk	A12	1.00	1.00	
	Total F-T-E		**5.00**	**5.00**	**0.00**

Police Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	Total F-T-E All Funds	**139.00**	**139.00**	**0.00**

POLICE 3001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
235-3001-532.10-01	Salaries	Salaries		341,500		354,800
235-3001-532.18-05	Overtime Civilian	Overtime Civilian		5,500		5,600
		TOTAL SALARIES		**347,000**		**360,400**
FRINGE BENEFITS:						
235-3001-532.19-01	Workers' Compensation	Workers' Compensation Insurance		9,200		9,500
235-3001-532.19-05	Medical Insurance	Medical Insurance		79,500		81,000
235-3001-532.19-10	IMRF	IMRF		45,300		47,100
235-3001-532.19-11	Social Security	Social Security		21,500		22,300
235-3001-532.19-12	Medicare	Medicare		5,000		5,200
		TOTAL FRINGE BENEFITS		**160,500**		**165,100**
CONTRACTUAL SERVICES:						
235-3001-532.20-40	General Insurance	Liability and property insurance		9,600		10,100
235-3001-532.22-10	Printing	Parking tickets		8,000		8,000
235-3001-532.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		9,400		3,300
235-3001-532.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		7,700		10,300
		TOTAL CONTRACTUAL SERVICES		**34,700**		**31,700**
COMMODITIES:						
235-3001-532.30-35	Clothing	PSO clothing		2,500		2,500
235-3001-532.30-50	Petroleum Products	Gasoline for department vehicle(s)		5,000		3,300
235-3001-532.33-05	Other Supplies	Chalk and chalk sticks	700		700	
		Batteries	700		700	
		Miscellaneaous supplies	1,600	3,000	1,600	3,000
		TOTAL COMMODITIES		**10,500**		**8,800**
		TOTAL POLICE		**552,700**		**566,000**

PUBLIC WORKS 7101

Account Number	Account Title	Description	Budget 2017		Budget 2017	
CONTRACTUAL SERVICES:						
235-7101-532.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		27,800		45,500
		TOTAL CONTRACTUAL SERVICES		**27,800**		**45,500**
CAPITAL OUTLAY:						
235-7101-572.50-15	Other Equipment	Pay box refurbish, all garages (EQ0901)		10,000		10,000
235-7101-571.50-20	Building Improvements	Exterior brick maintenance (BL9603)	5,000		5,000	
		North Garage Expansion Study (BL1520)				
		Prior Yr Encumbrance Carryover	14,937	19,937	0	5,000
235-7101-571.50-25	Construction in Progress	Parking structure maint/repairs (BL0006)	530,000		810,000	
		Prior Yr Encumbrance Carryover	22,199	552,199	0	810,000
		TOTAL CAPITAL OUTLAY		**582,136**		**825,000**
		TOTAL PUBLIC WORKS		**609,936**		**870,500**

MUNICIPAL PARKING OPERATIONS 7301

Account Number	Account Title	Description	Budget 2017	Budget 2017
CONTRACTUAL SERVICES:				
235-7301-532.21-11	Building Maintenance	Glass and door repairs; replacement of of fire doors and frames	9,000	9,400
235-7301-532.21-40	Lease Expense	1/3 of revenue from Parking Lots P & T per agreement	8,000	0
235-7301-532.21-50	Utility Services	Energy for lighting parking lots and garage	1,100	1,100
235-7301-532.21-65	Other Services	Miscellaneous items	400	0
235-7301-532.22-03	Training	Int'l Municipal Parking Association	600	600
		TOTAL CONTRACTUAL SERVICES	**19,100**	**11,100**
COMMODITIES:				
235-7301-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts incld. Prior Year Encumbrance Carryover	1,400	1,500
235-7301-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure	12,500	12,900
235-7301-532.33-05	Other Supplies	Misc. materials, fire extinguishers	2,000	2,000
		TOTAL COMMODITIES	**15,900**	**16,400**
OTHER CHARGES:				
235-7301-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration	87,800	90,400
		TOTAL OTHER CHARGES	**87,800**	**90,400**
		TOTAL MUNICIPAL PARKING OPERATION	**122,800**	**117,900**

VAIL AVENUE GARAGE OPERATION 7302

Account Number	Account Title	Description	Budget 2017		Budget 2017	
CONTRACTUAL SERVICES:						
235-7302-532.21-02	Equipment Maintenance	Elevator maintenance		9,200		9,600
235-7302-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	25,000		26,000	
		General maintenance	5,000	30,000	5,400	31,400
235-7302-532.21-50	Utility Services	Electricity & telephone		44,000		45,500
235-7302-532.22-10	Printing	Parking permits and share of tickets		3,700		3,700
		Prior Yr Encumbrance Carryover		3,400		0
		TOTAL CONTRACTUAL SERVICES		**90,300**		**90,200**
COMMODITIES:						
235-7302-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		1,700		1,700
235-7302-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure		28,100		28,800
235-7302-532.33-05	Other Supplies	Misc. materials, fire extinguishers		3,400		3,500
		TOTAL COMMODITIES		**33,200**		**34,000**
OTHER CHARGES:						
235-7302-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		111,100		114,300
		TOTAL OTHER CHARGES		**111,100**		**114,300**
		TOTAL VAIL ST. GARAGE OPERATION		**234,600**		**238,500**

NORTH GARAGE OPERATION 7303

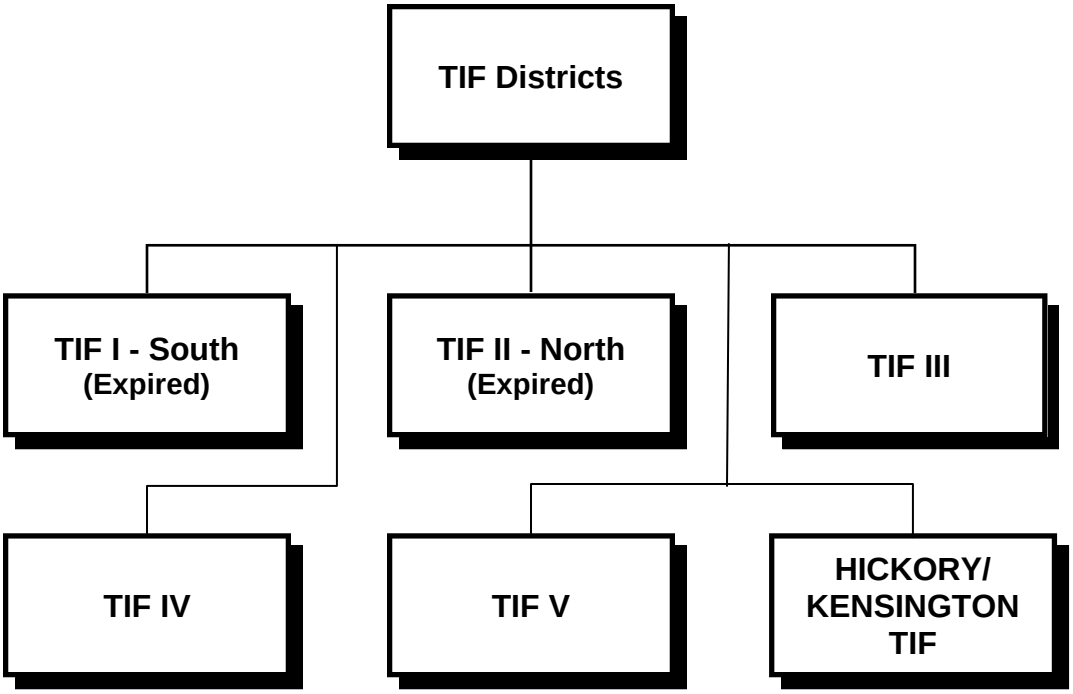
Account Number	Account Title	Description	Budget 2017		Budget 2017	
CONTRACTUAL SERVICES:						
235-7303-532.21-02	Equipment Maintenance	Elevator maintenance		22,600		21,000
		Prior Yr Encumbrance Carryover		5,184		0
235-7303-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	23,000		24,000	
		General maintenance	2,000	25,000	2,000	26,000
235-7303-532.21-50	Utility Services	Electricity, gas & telephone		62,400		62,400
235-7303-532.22-10	Printing	Parking permits and share of tickets		3,700		3,700
		Prior Yr Encumbrance Carryover		3,400		
		TOTAL CONTRACTUAL SERVICES		**122,284**		**113,100**
COMMODITIES:						
235-7303-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		2,500		2,500
235-7303-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure		21,900		22,500
235-7303-532.33-05	Other Supplies	Misc. materials, fire extinguishers		4,000		4,100
		TOTAL COMMODITIES		**28,400**		**29,100**
OTHER CHARGES:						
235-7303-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		115,200		118,700
		TOTAL OTHER CHARGES		**115,200**		**118,700**
		TOTAL NORTH GARAGE OPERATION		**265,884**		**260,900**

EVERGREEN UNDERGROUND GARAGE OPERATION 7304

Account Number	Account Title	Description	Budget 2017		Budget 2017	
CONTRACTUAL SERVICES:						
235-7304-532.21-02	Equipment Maintenance	Elevator maintenance	10,200		10,000	
		General equipment maintenance	4,000	14,200	3,000	13,000
235-7304-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	8,000		8,000	
		General Maintenance	1,500	9,500	1,500	9,500
235-7304-532.21-50	Utility Services	Utilities (Electricity, Gas, Telephone)		30,600		30,600
235-7304-532.22-10	Printing	Parking permits and share of tickets		2,000		2,000
		Prior Yr Encumbrance Carryover		1,770		0
		TOTAL CONTRACTUAL SERVICES		**58,070**		**55,100**
COMMODITIES:						
235-7304-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		1,000		1,000
235-7304-532.33-05	Other Supplies	Misc. materials, fire extinguishers		3,400		3,400
		TOTAL COMMODITIES		**4,400**		**4,400**
OTHER CHARGES:						
235-7304-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		32,000		33,000
		TOTAL OTHER CHARGES		**32,000**		**33,000**
		TOTAL EVERGREEN GARAGE OPERATION		**94,470**		**92,500**
		TOTAL MUNICIPAL PARKING FUND		**1,880,390**		**2,146,300**

TIF DISTRICT FUNDS

ORGANIZATION STRUCTURE



► Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which basically lies to the south of the Chicago Northwestern railroad tracks in downtown Arlington Heights. The Village issued bonds to make many improvements to downtown Arlington Heights to retain and induce investment in our community. As a result of new development, the valuation of the district rises thereby generating more property tax revenues and sales tax revenues. These funds are used to pay off the bonds, make the improvements in the district and to continue renovating the Downtown.

This TIF district ended in 2006. Possible property tax refunds may create activity in this fund over the next several years.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Interest Income	1,685	818	1,200	800	**800**	0	0.0%
Total Revenues	**$1,685**	**$818**	**$1,200**	**$800**	**$800**	**$0**	**0.0%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$1,685**	**$818**	**$1,200**	**$800**	**$800**	**$0**	**0.0%**
Expenditures							
Contractual Services	47,987	24,222	12,000	25,000	**25,000**	0	0.0%
Other Charges	2,634	641	0	0	**0**	0	N/A
Total Expenditures	**$50,621**	**$24,863**	**$12,000**	**$25,000**	**$25,000**	**$0**	**0.0%**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$50,621**	**$24,863**	**$12,000**	**$25,000**	**$25,000**	**$0**	**0.0%**
Revenues over (under) Expenditures	**($48,936)**	**($24,045)**	**($10,800)**	**($24,200)**	**($24,200)**	**$0**	**0.0%**
BEGINNING FUND BALANCE	**213,798**	**164,862**	**140,817**	**140,817**	**130,017**	**(10,800)**	**(7.7%)**
ENDING FUND BALANCE	**$164,862**	**$140,817**	**$130,017**	**$116,617**	**$105,817**	**($10,800)**	**(9.3%)**

TIF I - SOUTH FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
251-0000-461.02-00	Interest on Investments	795	718	700	800	**800**	0	0.0%
251-0000-462.10-00	Market Value Adjustments	890	100	500	0	**0**	0	N/A
	Interest Income	**1,685**	**818**	**1,200**	**800**	**800**	**0**	**0.0%**
251-0000-491.05-00	Operating Transfer In	0	0	0	0	**0**	0	N/A
251-0000-491.10-00	Residual Equity Transfer In	0	0	0	0	**0**	0	N/A
	Other Financing Sources	**0**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total TIF I - South Fund	**1,685**	**818**	**1,200**	**800**	**800**	**0**	**0.0%**

EXPENDITURES

Planning 4001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
251-4001-571.20-05	Professional Services	47,987	24,222	12,000	25,000	**25,000**	0	0.0%
	Contractual Services	**47,987**	**24,222**	**12,000**	**25,000**	**25,000**	**0**	**0.0%**
	Total Planning	**47,987**	**24,222**	**12,000**	**25,000**	**25,000**	**0**	**0.0%**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
251-9901-591.40-78	IMET Expense	2,634	641	0	0	**0**	0	N/A
251-9901-591.40-99	Tax Rebate	6	0	0	0	**0**	0	N/A
251-9901-591.90-06	Operating Transfer Out	0	0	0	0	**0**	0	N/A
	Other Financing Uses	**2,640**	**641**	**0**	**0**	**0**	**0**	**N/A**
	Total Non-Operating	**2,640**	**641**	**0**	**0**	**0**	**0**	**N/A**
	Total TIF I - South Fund	**50,627**	**24,863**	**12,000**	**25,000**	**25,000**	**0**	**0.0%**

TIF I - SOUTH FUND

EXPENDITURE DETAIL

PLANNING **4001**

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
251-4001-571.20-05	Professional Services	Consultants/Legal (Rebudget)	25,000	25,000
		TOTAL CONTRACTUAL SERVICES	**25,000**	**25,000**
		TOTAL PLANNING	**25,000**	**25,000**
		TOTAL TIF I - SOUTH FUND	**25,000**	**25,000**

► Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies on the southwest corner of Rand and Arlington Heights Roads. The Village issued $3M in bonds to provide 50% of the up-front costs of redevelopment, including land acquisition, relocation of the Motorola tower, environment remediation, site preparation, and professional fees. The Village entered into an agreement with a developer to redevelop the site with a 60,000 square foot retail shopping center. As a result of new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These funds are used to pay off the bonds.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$360,220	$371,814	$380,900	$325,000	**$325,000**	$0	0.0%
Interest Income	4,566	2,258	3,800	2,000	**2,000**	0	0.0%
Total Revenues	**$364,786**	**$374,072**	**$384,700**	**$327,000**	**$327,000**	**$0**	**0.0%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$364,786**	**$374,072**	**$384,700**	**$327,000**	**$327,000**	**$0**	**0.0%**
Expenditures							
Contractual Services	3,421	2,939	500	5,000	**5,000**	0	0.0%
Other Charges	24,056	11,998	166,000	170,000	**20,000**	(150,000)	(88.2%)
Total Expenditures	**$27,477**	**$14,937**	**$166,500**	**$175,000**	**$25,000**	**($150,000)**	**(85.7%)**
Interfund Transfers Out	264,400	265,000	265,200	265,200	**0**	(265,200)	(100.0%)
Total Expenditures and Interfund Transfers Out	**$291,877**	**$279,937**	**$431,700**	**$440,200**	**$25,000**	**($415,200)**	**(94.3%)**
Revenues over (under) Expenditures	**$72,909**	**$94,135**	**($47,000)**	**($113,200)**	**$302,000**	**$415,200**	**(366.8%)**
BEGINNING FUND BALANCE	**1,112,953**	**1,185,862**	**1,279,997**	**1,279,997**	**1,232,997**	**(47,000)**	**(3.7%)**
ENDING FUND BALANCE	**$1,185,862**	**$1,279,997**	**$1,232,997**	**$1,166,797**	**$1,534,997**	**$368,200**	**31.6%**

TIF III FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
261-0000-401.07-00	TIF Real Estate Tax	360,218	371,814	380,900	325,000	**325,000**	0	0.0%
	Real Estate Taxes	**360,218**	**371,814**	**380,900**	**325,000**	**325,000**	**0**	**0.0%**
261-0000-461.02-00	Interest on Investments	2,169	1,948	2,300	2,000	**2,000**	0	0.0%
261-0000-462.10-00	Market Value Adjustments	2,395	310	1,500	0	**0**	0	N/A
	Interest Income	**4,564**	**2,258**	**3,800**	**2,000**	**2,000**	**0**	**0.0%**
	Total TIF III Fund	**364,782**	**374,072**	**384,700**	**327,000**	**327,000**	**0**	**0.0%**

EXPENDITURES

Planning 4001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
261-4001-571.20-05	Professional Services	3,421	2,939	500	5,000	**5,000**	0	0.0%
	Contractual Services	**3,421**	**2,939**	**500**	**5,000**	**5,000**	**0**	**0.0%**
261-4001-571.40-41	Discover Arlington	800	0	1,000	5,000	**5,000**	0	0.0%
261-4001-571.40-75	Administrative Serv Charge	15,000	10,100	15,000	15,000	**15,000**	0	0.0%
	Other Charges	**15,800**	**10,100**	**16,000**	**20,000**	**20,000**	**0**	**0.0%**
	Total Planning	**19,221**	**13,039**	**16,500**	**25,000**	**25,000**	**0**	**0.0%**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
261-9901-591.40-78	IMET Expense	8,256	1,898	0	0	**0**	0	N/A
261-9901-591.40-86	Reserve for Tax Refunds	0	0	150,000	150,000	**0**	(150,000)	(100.0%)
261-9901-591.90-05	Operating Transfer Out	264,400	265,000	265,200	265,200	**0**	(265,200)	(100.0%)
	Other Financing Uses	**272,656**	**266,898**	**415,200**	**415,200**	**0**	**(415,200)**	**(100.0%)**
	Total Non-Operating	**272,656**	**266,898**	**415,200**	**415,200**	**0**	**(415,200)**	**(100.0%)**
	Total TIF III Fund	**291,877**	**279,937**	**431,700**	**440,200**	**25,000**	**(415,200)**	**(94.3%)**

TIF III FUND

EXPENDITURE DETAIL

PLANNING 4001

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
261-4001-571.20-05	Professional Services	Consultants/Legal	5,000	5,000
		TOTAL CONTRACTUAL SERVICES	**5,000**	**5,000**
OTHER CHARGES:				
261-4001-571.40-41	Discover Arlington	Discover Arlington Heights Program	5,000	5,000
261-4001-571.40.75	Administrative Serv Charge	Administrative Serv Charge	15,000	15,000
		TOTAL OTHER CHARGES	**20,000**	**20,000**
		TOTAL PLANNING	**25,000**	**25,000**

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2016	Budget 2017
NON-OPERATING:				
261-9901-591.40-86	Reserve for Tax Refunds	Reserve for Tax Refunds	150,000	0
261-9901-591.90-05	Operating Transfer Out	Operating Transfer Out To fund debt service - 2003A Refunding	265,200	0
		TOTAL NON-OPERATING	**415,200**	**0**
		TOTAL NON-OPERATING	**415,200**	**0**
		TOTAL TIF III FUND	**440,200**	**25,000**

► Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies on the northeast corner of Arlington Heights Road and Golf Road, containing approximately 35 acres of land. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These funds are then used to pay off bonds that will be issued to fund development improvements.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$405,747	$417,050	$374,300	$500,000	**$500,000**	$0	0.0%
Interest Income	4,685	2,833	5,100	3,000	**3,000**	0	0.0%
Total Revenues	**$410,432**	**$419,883**	**$379,400**	**$503,000**	**$503,000**	**$0**	**0.0%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$410,432**	**$419,883**	**$379,400**	**$503,000**	**$503,000**	**$0**	**0.0%**
Expenditures							
Contractual Services	0	8,200	10,000	75,000	**50,000**	(25,000)	(33.3%)
Other Charges	59,552	36,085	55,000	55,000	**60,000**	5,000	9.1%
Capital Items	0	0	790,579	790,579	**500,000**	(290,579)	(36.8%)
Total Expenditures	**$59,552**	**$44,285**	**$855,579**	**$920,579**	**$610,000**	**($310,579)**	**(33.7%)**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$59,552**	**$44,285**	**$855,579**	**$920,579**	**$610,000**	**($310,579)**	**(33.7%)**
Revenues over (under) Expenditures	**$350,880**	**$375,598**	**($476,179)**	**($417,579)**	**($107,000)**	**$310,579**	**(74.4%)**
BEGINNING FUND BALANCE	**1,011,939**	**1,362,819**	**1,738,417**	**1,738,417**	**1,262,238**	**(476,179)**	**(27.4%)**
ENDING FUND BALANCE	**$1,362,819**	**$1,738,417**	**$1,262,238**	**$1,320,838**	**$1,155,238**	**($165,600)**	**(12.5%)**

TIF IV FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
263-0000-401.07-00	TIF Real Estate Tax	405,747	417,050	374,300	500,000	**500,000**	0	0.0%
	Real Estate Taxes	**405,747**	**417,050**	**374,300**	**500,000**	**500,000**	**0**	**0.0%**
263-0000-461.02-00	Interest on Investments	2,194	2,469	3,000	3,000	**3,000**	0	0.0%
263-0000-462.10-00	Market Value Adjustments	2,491	364	2,100	0	**0**	0	N/A
	Interest Income	**4,685**	**2,833**	**5,100**	**3,000**	**3,000**	**0**	**0.0%**
	Total TIF IV Fund	**410,432**	**419,883**	**379,400**	**503,000**	**503,000**	**0**	**0.0%**

EXPENDITURES

Planning 4001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
263-4001-571.20-05	Professional Services	0	8,200	10,000	75,000	**50,000**	(25,000)	(33.3%)
	Contractual Services	**0**	**8,200**	**10,000**	**75,000**	**50,000**	**(25,000)**	**(33.3%)**
263-4001-571.40-41	Discover Arlington	100	0	5,000	5,000	**10,000**	5,000	100.0%
263-4001-571.40-75	Administrative Serv Charge	50,000	33,500	50,000	50,000	**50,000**	0	0.0%
	Other Charges	**50,100**	**33,500**	**55,000**	**55,000**	**60,000**	**5,000**	**9.1%**
263-4001-571.50-25	Construction in Progress	0	0	790,579	790,579	**500,000**	(290,579)	(36.8%)
	Capital Outlay	**0**	**0**	**790,579**	**790,579**	**500,000**	**(290,579)**	**(36.8%)**
	Total Planning	**50,100**	**41,700**	**855,579**	**920,579**	**610,000**	**(310,579)**	**(33.7%)**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
263-9901-591.40-78	IMET Expense	9,452	2,585	0	0	**0**	0	N/A
263-9901-591.40-86	Reserve for Tax Refunds	0	0	0	0	**0**	0	N/A
263-9901-591.90-05	Operating Transfer Out	0	0	0	0	**0**	0	N/A
	Other Financing Uses	**9,452**	**2,585**	**0**	**0**	**0**	**0**	**N/A**
	Total Non-Operating	**9,452**	**2,585**	**0**	**0**	**0**	**0**	**N/A**
	Total TIF IV Fund	**59,552**	**44,285**	**855,579**	**920,579**	**610,000**	**(310,579)**	**(33.7%)**

PLANNING 4001

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
263-4001-571.20-05	Professional Services	Consultants/Legal	75,000	50,000
		TOTAL CONTRACTUAL SERVICES	**75,000**	**50,000**
OTHER CHARGES:				
263-4001-571.40-41	Discover Arlington	Discover Arlington Heights Program	5,000	10,000
263-4001-571.40-75	Administrative Serv Charge	Administrative Serv Charge	50,000	50,000
		TOTAL OTHER CHARGES	**55,000**	**60,000**
CAPITAL OUTLAY:				
263-4001-571.50-25	Construction in Progress	Redevelopment (BL1605)	790,579	500,000
		TOTAL CAPITAL OUTLAY	**790,579**	**500,000**
		TOTAL PLANNING	**920,579**	**610,000**
		TOTAL TIF IV FUND	**920,579**	**610,000**

► Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies east of Arlington Heights Road where it is intersected by Rand Road. The Village issued $2.0 million in bonds and approved a $2.1 million TIF note to cover part of the up-front costs to redevelop the vacant portions of the Town & Country Mall. This redeveloped site is anchored by Dick's Sporting Goods and a Jo-Ann's Fabrics Superstore. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These property tax increment revenues will be used to pay off the bond and note.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$77,405	$42,500	$60,000	**$42,000**	($18,000)	(30.0%)
Interest Income	4,777	1,303	1,000	1,000	**1,000**	0	0.0%
Total Revenues	**$4,777**	**$78,708**	**$43,500**	**$61,000**	**$43,000**	**($18,000)**	**(29.5%)**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$4,777**	**$78,708**	**$43,500**	**$61,000**	**$43,000**	**($18,000)**	**(29.5%)**
Expenditures							
Contractual Services	22,109	13,416	600	15,690	**15,000**	(690)	(4.4%)
Other Charges	68,179	34,332	5,000	55,000	**55,000**	0	0.0%
Capital Items	0	0	0	500,000	**184,800**	(315,200)	(63.0%)
Total Expenditures	**$90,288**	**$47,748**	**$5,600**	**$570,690**	**$254,800**	**($315,890)**	**(55.4%)**
Interfund Transfers Out	429,713	440,513	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$520,001**	**$488,261**	**$5,600**	**$570,690**	**$254,800**	**($315,890)**	**(55.4%)**
Revenues over (under) Expenditures	**($515,224)**	**($409,553)**	**$37,900**	**($509,690)**	**($211,800)**	**$297,890**	**(58.4%)**
BEGINNING FUND BALANCE	**1,489,447**	**974,223**	**564,670**	**564,670**	**602,570**	**37,900**	**6.7%**
ENDING FUND BALANCE	**$974,223**	**$564,670**	**$602,570**	**$54,980**	**$390,770**	**$335,790**	**610.7%**

TIF V FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
264-0000-401.07-00	TIF Real Estate Tax	0	77,405	42,500	60,000	**42,000**	(18,000)	(30.0%)
	Real Estate Taxes	**0**	**77,405**	**42,500**	**60,000**	**42,000**	**(18,000)**	**(30.0%)**
264-0000-461.02-00	Interest on Investments	2,262	1,090	1,000	1,000	**1,000**	0	0.0%
264-0000-462.10-00	Market Value Adjustments	2,515	213	0	0	**0**	0	N/A
	Interest Income	**4,777**	**1,303**	**1,000**	**1,000**	**1,000**	**0**	**0.0%**
	Total TIF V Fund	**4,777**	**78,708**	**43,500**	**61,000**	**43,000**	**(18,000)**	**(29.5%)**

EXPENDITURES

Planning 4001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
264-4001-571.20-05	Professional Services	22,109	13,416	600	15,690	**15,000**	(690)	(4.4%)
	Contractual Services	**22,109**	**13,416**	**600**	**15,690**	**15,000**	**(690)**	**(4.4%)**
264-4001-571.40-41	Discover Arlington	300	0	5,000	5,000	**5,000**	0	0.0%
264-4001-571.40-75	Administrative Serv Charge	50,000	33,500	0	0	0	0	N/A
	Other Charges	**50,300**	**33,500**	**5,000**	**5,000**	**5,000**	**0**	**0.0%**
264-4001-571.50-25	Construction in Progress	0	0	0	500,000	**184,800**	(315,200)	(63.0%)
	Capital Outlay	**0**	**0**	**0**	**500,000**	**184,800**	**(315,200)**	**(63.0%)**
	Total Planning	**72,409**	**46,916**	**5,600**	**520,690**	**204,800**	**(315,890)**	**(60.7%)**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
264-9901-591.40-78	IMET Expense	6,576	832	0	0	**0**	0	N/A
264-9901-591.40-86	Reserve for Tax Refunds	0	0	0	50,000	**50,000**	0	0.0%
264-9901-591.40-99	Tax Rebates	11,303	0	0	0	**0**	0	N/A
264-9901-591.90-05	Operating Transfer Out	429,713	440,513	0	0	**0**	0	N/A
	Other Financing Uses	**447,592**	**441,345**	**0**	**50,000**	**50,000**	**0**	**0.0%**
	Total Non-Operating	**447,592**	**441,345**	**0**	**50,000**	**50,000**	**0**	**0.0%**
	Total TIF V Fund	**520,001**	**488,261**	**5,600**	**570,690**	**254,800**	**(315,890)**	**(55.4%)**

TIF V FUND

EXPENDITURE DETAIL

PLANNING 4001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CONTRACTUAL SERVICES:						
264-4001-571.20-05	Professional Services	Consultants/Legal	15,000		15,000	
		Prior Year Encumbrance Carryover	690	15,690	0	15,000
		TOTAL CONTRACTUAL SERVICES		**15,690**		**15,000**
OTHER CHARGES:						
264-4001-571.40-41	Discover Arlington	Discover Arlington Heights Program		5,000		5,000
		TOTAL OTHER CHARGES		**5,000**		**5,000**
CAPITAL OUTLAY:						
264-4001-571.50-25	Construction in Progress	Redevelopment		500,000		0
264-4001-571.50-30	Road Projects	Rand Road Corridor Identification Enhancement (ST1720)		0		184,800
		TOTAL CAPITAL OUTLAY		**500,000**		**184,800**
		TOTAL PLANNING		**520,690**		**204,800**

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 8-Month Period Ending Dec. 2015	Budget 8-Month Period Ending Dec. 2015
NON-OPERATING:				
264-9901-591.40-86	Reserve for Tax Refunds	Reserve for Tax Refunds	50,000	50,000
264-9901-591.90-05	Operating Transfer Out	Operating Transfer Out	0	0
		TOTAL NON-OPERATING	**50,000**	**50,000**
		TOTAL NON-OPERATING	**50,000**	**50,000**
		TOTAL TIF V FUND	**570,690**	**254,800**

► Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies south of Miner Street and north of Northwest Highway, between Douglas Avenue on the west and Dryden Place on the east. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These property tax increment revenues will be used to pay off a future bond or note.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$23,558	$149,350	$25,000	**$145,000**	$120,000	480.0%
Interest Income	0	0	150	0	**500**	500	N/A
Total Revenues	**$0**	**$23,558**	**$149,500**	**$25,000**	**$145,500**	**$120,500**	**482.0%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$0**	**$23,558**	**$149,500**	**$25,000**	**$145,500**	**$120,500**	**482.0%**
Expenditures							
Contractual Services	0	3,750	5,000	32,875	**25,000**	(7,875)	(24.0%)
Other Charges	0	10,000	15,000	15,000	**15,000**	0	0.0%
Total Expenditures	**$0**	**$13,750**	**$20,000**	**$47,875**	**$40,000**	**($7,875)**	**(16.4%)**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$0**	**$13,750**	**$20,000**	**$47,875**	**$40,000**	**($7,875)**	**(16.4%)**
Revenues over (under) Expenditures	**$0**	**$9,808**	**$129,500**	**($22,875)**	**$105,500**	**$128,375**	**(561.2%)**
BEGINNING FUND BALANCE	**0**	**0**	**9,808**	**9,808**	**139,308**	**129,500**	**1320.4%**
ENDING FUND BALANCE	**$0**	**$9,808**	**$139,308**	**($13,067)**	**$244,808**	**$257,875**	**(1973.5%)**

HICKORY/KENSINGTON TIF FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
266-0000-401.07-00	TIF Real Estate Tax	0	23,558	149,350	25,000	**145,000**	120,000	480.0%
	Real Estate Taxes	**0**	**23,558**	**149,350**	**25,000**	**145,000**	**120,000**	**480.0%**
266-0000-461.02-00	Interest on Investments	0	0	150	0	**500**	500	N/A
266-0000-462.10-00	Market Value Adjustments	0	0	0	0	**0**	0	N/A
	Interest Income	**0**	**0**	**150**	**0**	**500**	**500**	**N/A**
	Total Hickory/Kensington TIF Fund	**0**	**23,558**	**149,500**	**25,000**	**145,500**	**120,500**	**482.0%**

EXPENDITURES

Planning 4001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
266-4001-571.20-05	Professional Services	0	3,750	5,000	32,875	**25,000**	(7,875)	(24.0%)
	Contractual Services	**0**	**3,750**	**5,000**	**32,875**	**25,000**	**(7,875)**	**(24.0%)**
266-4001-571.40-41	Discover Arlington	0	0	0	0	**0**	0	N/A
266-4001-571.40-75	Administrative Serv Charge	0	10,000	15,000	15,000	**15,000**	0	0.0%
264-9901-591.40-86	Reserve for Tax Refunds	0	0	0	0	**0**	0	N/A
	Other Charges	**0**	**10,000**	**15,000**	**15,000**	**15,000**	**0**	**0.0%**
266-4001-571.50-25	Construction in Progress	0	0	0	0	**0**	0	N/A
	Capital Outlay	**0**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total Planning	**0**	**13,750**	**20,000**	**47,875**	**40,000**	**(7,875)**	**(16.4%)**
	Total Hickory/Kensington TIF	**0**	**13,750**	**20,000**	**47,875**	**40,000**	**(7,875)**	**(16.4%)**

HICKORY/KENSINGTON TIF FUND

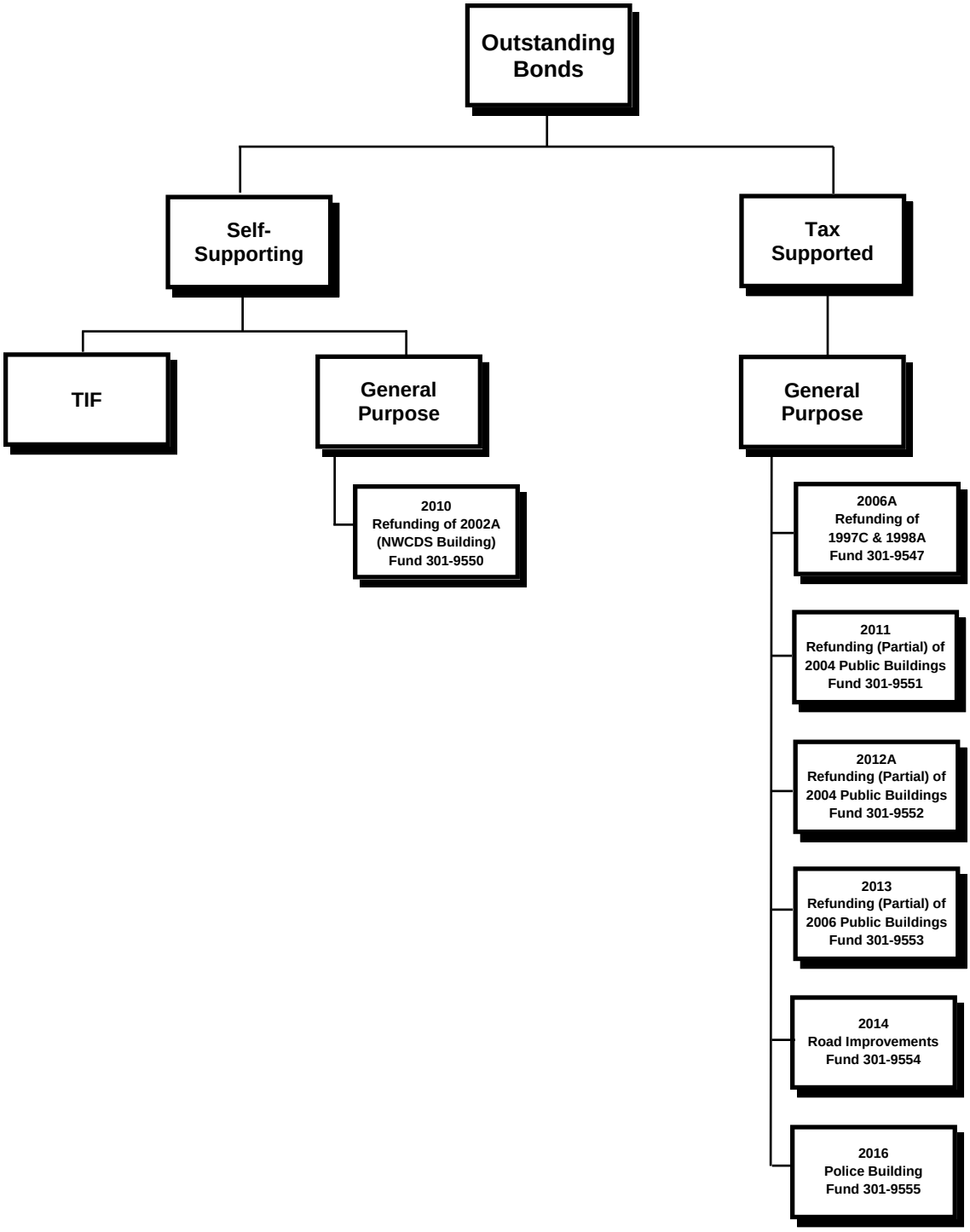
EXPENDITURE DETAIL

PLANNING 4001

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
266-4001-571.20-05	Professional Services	Consultants/Legal	25,000	25,000
		Prior Year Encumbrance Carryover	7,875	
		TOTAL CONTRACTUAL SERVICES	**32,875**	**25,000**
OTHER CHARGES:				
266-4001-571.40-41	Discover Arlington	Discover Arlington Heights Program	0	0
266-4001-571.40-75	Administrative Serv Charge	Administrative Service Charge	15,000	15,000
266-4001-571.40-80	School Dist. Payments	School District Payments	0	0
		TOTAL OTHER CHARGES	**15,000**	**15,000**
		TOTAL PLANNING	**47,875**	**40,000**
		TOTAL HICKORY/KENSINGTON TIF FUND	**47,875**	**40,000**

DEBT SERVICE FUND

ORGANIZATION STRUCTURE



► Fund at a Glance

The Debt Service Fund accounts for the costs for the payment of the principal and interest on all outstanding Village debt. Enterprise fund debt service, if any, is shown in the Water & Sewer Fund.

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

A portion of Arlington Heights' debt is self-supporting; that is, it is paid for by sources other than a direct levy of property taxes. As of December 31, 2016 the Village had a total of $63,770,000 in outstanding bonds. Of that amount, $1,545,000 (2%) was self-supported.

The following is a table of outstanding debt, the debt per capita and debt as a percent of property values as of December 31, 2016.

OUTSTANDING DEBT AS OF 12/31/16

	$ Outstanding	$Per Capita	% of Value of Taxable Property
Tax Supported	$62,225,000	$829	2.489%
Self-Supported	1,545,000	21	0.062%
Total	$63,770,000	$480	2.551%

Note: Self-supported debt is debt for which property taxes are typically abated. The debt service is paid from other sources. The estimated 2015 value of all property in the Village is $7.5 billion (equalized assessed value of $2.5 billion). The population is 75,101 based on the 2010 census.

A portion of the property taxes for debt service has been abated (reduced from the original property tax levy amount). It is the intent of the Village to continue to abate property taxes on the following bond issue:

2010 Refunding of 2002A NWCDS Building – The 2002A bonds to renovate and expand the existing NWCDS Building were refunded. 100% of the debt service will be paid by Northwest Central Dispatch Services agency.

In total, the Village will abate $281,550 in property taxes in calendar 2017.

The Village budgets for debt service by setting up a separate operation for each bond issue in the Debt Service Fund. This is done for efficiency and analysis purposes.

DEBT SERVICE FUND (Continued)

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est Act	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$6,629,168	$6,626,394	$6,608,105	$5,658,200	**$6,803,950**	$1,145,750	20.2%
Interest Income	22,583	8,859	14,011	15,000	**15,000**	0	0.0%
NWCD Rent	275,563	281,800	282,300	282,300	**282,300**	0	0.0%
Bond Proceeds	0	0	0	0	**0**	0	N/A
Total Revenues	$6,927,314	$6,917,053	$6,904,416	$5,955,500	**$7,101,250**	$1,145,750	19.2%
Interfund Transfers In	844,113	855,513	415,200	415,200	**0**	(415,200)	(100.0%)
Total Revenues and Interfund Transfers In	**$7,771,427**	**$7,772,566**	**$7,319,616**	**$6,370,700**	**$7,101,250**	**$730,550**	**11.5%**
Expenditures							
2003A Bond Principal	235,000	245,000	255,000	255,000	**0**	(255,000)	(100.0%)
2003A Interest Expense	29,400	20,000	10,200	10,200	**0**	(10,200)	(100.0%)
2003B Bond Principal	315,000	310,000	310,000	310,000	**0**	(310,000)	(100.0%)
2003B Interest Expense	37,400	24,800	12,400	12,400	**0**	(12,400)	(100.0%)
2005 Bond Principal	400,000	425,000	0	0	**0**	0	N/A
2005 Interest Expense	29,712	15,513	0	0	**0**	0	N/A
2006 Bond Principal	1,400,000	3,400,000	0	0	**0**	0	N/A
2006 Interest Expense	192,000	136,000	0	0	**0**	0	N/A
2006A Bond Principal	290,000	305,000	315,000	315,000	**330,000**	15,000	4.8%
2006A Interest Expense	63,400	51,800	39,600	39,600	**27,000**	(12,600)	(31.8%)
2009A Bond Principal	2,835,000	0	0	0	**0**	0	N/A
2009A Interest Expense	70,875	0	0	0	**0**	0	N/A
2009B Bond Principal	505,000	0	0	0	**0**	0	N/A
2009B Interest Expense	12,625	0	0	0	**0**	0	N/A
2010 Bond Principal	215,000	225,000	230,000	230,000	**235,000**	5,000	2.2%
2010 Interest Expense	60,562	56,800	52,300	52,300	**46,550**	(5,750)	(11.0%)
2011 Bond Principal	60,000	60,000	60,000	60,000	**60,000**	0	0.0%
2011 Interest Expense	382,900	381,700	380,500	380,500	**379,300**	(1,200)	(0.3%)
2012A Bond Principal	185,000	185,000	585,000	585,000	**1,000,000**	415,000	70.9%
2012A Interest Expense	189,500	185,800	182,100	182,100	**170,400**	(11,700)	(6.4%)
2013 Bond Principal	35,000	35,000	2,135,000	2,135,000	**2,020,000**	(115,000)	(5.4%)
2013 Interest Expense	287,450	286,750	286,050	286,050	**222,000**	(64,050)	(22.4%)
2014 Bond Principal	0	1,265,000	1,325,000	1,325,000	**1,350,000**	25,000	1.9%
2014 Interest Expense	0	236,658	177,550	177,550	**151,050**	(26,500)	(14.9%)
2016 Bond Principal	0	0	0	0	**0**	0	N/A
2016 Interest Expense	0	0	884,478	884,478	**1,094,200**	209,722	23.7%
Agent Fees	6,186	5,131	8,000	8,000	**7,000**	(1,000)	(12.5%)
Bond Issuance Costs	0	0	0	0	**0**	0	N/A
Payment to Escrow Agent	0	0	0	0	**0**	0	N/A
Total Expenditures	$7,837,010	$7,855,952	$7,248,178	$7,248,178	**$7,092,500**	($155,678)	(2.1%)
IMET Expense	30,259	2,191	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$7,867,269**	**$7,858,143**	**$7,248,178**	**$7,248,178**	**$7,092,500**	**($155,678)**	**(2.1%)**
REVENUES OVER (UNDER) EXPENDITURES	**($95,842)**	**($85,577)**	**$71,438**	**($877,478)**	**$8,750**	**$886,228**	**(101.0%)**
BEGINNING FUND BALANCE	**1,681,930**	**1,586,088**	**1,500,511**	**1,500,511**	**1,571,949**	**71,438**	**4.8%**
ENDING FUND BALANCE	**$1,586,088**	**$1,500,511**	**$1,571,949**	**$623,033**	**$1,580,699**	**$957,666**	**153.7%**

DEBT SERVICE FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-0000-401.05-00	Real Estate Tax	6,629,167	6,626,394	6,608,105	5,658,200	**6,803,950**	1,145,750	20.2%
	Real Estate Taxes	**6,629,167**	**6,626,394**	**6,608,105**	**5,658,200**	**6,803,950**	**1,145,750**	**20.2%**
301-0000-461.02-00	Interest on Investments	8,855	6,660	10,500	15,000	**15,000**	0	0.0%
301-0000-462.10-00	Market Value Adjustments	13,727	2,199	3,511	0	**0**	0	N/A
	Interest Income	**22,582**	**8,859**	**14,011**	**15,000**	**15,000**	**0**	**0.0%**
301-0000-472.56-00	NWCDS Building Rent	275,562	281,800	282,300	282,300	**282,300**	0	0.0%
	Sales & Rents	**275,562**	**281,800**	**282,300**	**282,300**	**282,300**	**0**	**0.0%**
301-0000-491.05-00	Operating Transfer In	844,113	855,513	415,200	415,200	**0**	(415,200)	(100.0%)
301-0000-491.15-00	Bond Proceeds	0	0	0	0	**0**	0	N/A
301-0000-491.16-00	Bond Premium Proceeds	0	0	0	0	**0**	0	N/A
	Other Financing Sources	**844,113**	**855,513**	**415,200**	**415,200**	**0**	(415,200)	**(100.0%)**
	Total Debt Service Fund	**7,771,424**	**7,772,566**	**7,319,616**	**6,370,700**	**7,101,250**	**730,550**	**11.5%**

DEBT SERVICE FUND

EXPENDITURES

Refunding 2003A (Refunding of 1997A TIF III Portion) 9541

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9541-581.60-05	Bond Principal	235,000	245,000	255,000	255,000	**0**	(255,000)	(100.0%)
301-9541-582.60-15	Interest Expense	29,400	20,000	10,200	10,200	**0**	(10,200)	(100.0%)
301-9541-582.60-20	Agent Fees	802	1,605	1,000	1,000	**0**	(1,000)	(100.0%)
	Debt Service	**265,202**	**266,605**	**266,200**	**266,200**	**0**	**(266,200)**	**(100.0%)**
	Total Refunding 2003A	**265,202**	**266,605**	**266,200**	**266,200**	**0**	**(266,200)**	**(100.0%)**

Refunding 2003B (Refunding of 1997B Senior Center Portion) 9542

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9542-581.60-05	Bond Principal	315,000	310,000	310,000	310,000	**0**	(310,000)	(100.0%)
301-9542-582.60-15	Interest Expense	37,400	24,800	12,400	12,400	**0**	(12,400)	(100.0%)
301-9542-582.60-20	Agent Fees	802	0	1,000	1,000	**0**	(1,000)	(100.0%)
	Debt Service	**353,202**	**334,800**	**323,400**	**323,400**	**0**	**(323,400)**	**(100.0%)**
	Total Refunding 2003B	**353,202**	**334,800**	**323,400**	**323,400**	**0**	**(323,400)**	**(100.0%)**

TIF V 2005 9545

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9545-581.60-05	Bond Principal	400,000	425,000	0	0	**0**	0	N/A
301-9545-582.60-15	Interest Expense	29,713	15,513	0	0	**0**	0	N/A
301-9545-582.60-20	Agent Fees	374	374	0	0	**0**	0	N/A
	Debt Service	**430,087**	**440,887**	**0**	**0**	**0**	**0**	**N/A**
	Total TIF V 2005	**430,087**	**440,887**	**0**	**0**	**0**	**0**	**N/A**

DEBT SERVICE FUND

EXPENDITURES

Public Buildings 2006 — 9546

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9546-581.60-05	Bond Principal	1,400,000	3,400,000	0	0	**0**	0	N/A
301-9546-582.60-15	Interest Expense	192,000	136,000	0	0	**0**	0	N/A
301-9546-582.60-20	Agent Fees	802	0	0	0	**0**	0	N/A
	Debt Service	**1,592,802**	**3,536,000**	**0**	**0**	**0**	**0**	**N/A**
	Total Public Buildings 2006	**1,592,802**	**3,536,000**	**0**	**0**	**0**	**0**	**N/A**

Refunding 2006A (Refunding of 1997C Refunding and 1998A Fire Station) — 9547

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9547-581.60-05	Bond Principal	290,000	305,000	315,000	315,000	**330,000**	15,000	4.8%
301-9547-582.60-15	Interest Expense	63,400	51,800	39,600	39,600	**27,000**	(12,600)	(31.8%)
301-9547-582.60-20	Agent Fees	802	802	1,000	1,000	**1,000**	0	0.0%
	Debt Service	**354,202**	**357,602**	**355,600**	**355,600**	**358,000**	**2,400**	**0.7%**
	Total Refunding 2006A	**354,202**	**357,602**	**355,600**	**355,600**	**358,000**	**2,400**	**0.7%**

Refunding 2009A (Refunding of 2001 Refunding) — 9548

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9548-581.60-05	Bond Principal	2,835,000	0	0	0	**0**	0	N/A
301-9548-582.60-15	Interest Expense	70,875	0	0	0	**0**	0	N/A
301-9548-582.60-20	Agent Fees	0	0	0	0	**0**	0	N/A
	Debt Service	**2,905,875**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total Refunding 2009A	**2,905,875**	**0**	**0**	**0**	**0**	**0**	**N/A**

DEBT SERVICE FUND

EXPENDITURES

Street Resurfacing 2009B — 9549

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9549-581.60-05	Bond Principal	505,000	0	0	0	**0**	0	N/A
301-9549-582.60-15	Interest Expense	12,625	0	0	0	**0**	0	N/A
301-9549-582.60-20	Agent Fees	802	0	0	0	**0**	0	N/A
	Debt Service	**518,427**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total Refunding 2009B	**518,427**	**0**	**0**	**0**	**0**	**0**	**N/A**

Refunding 2010 (Refunding of NWCDS Building 2002) — 9550

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9550-581.60-05	Bond Principal	215,000	225,000	230,000	230,000	**235,000**	5,000	2.2%
301-9550-582.60-15	Interest Expense	60,562	56,800	52,300	52,300	**46,550**	(5,750)	(11.0%)
301-9550-582.60-20	Agent Fees	141	802	1,000	1,000	**1,000**	0	0.0%
	Debt Service	**275,703**	**282,602**	**283,300**	**283,300**	**282,550**	**(750)**	**(0.3%)**
	Total Refunding 2010	**275,703**	**282,602**	**283,300**	**283,300**	**282,550**	**(750)**	**(0.3%)**

Refunding 2011 (Partial Refunding of Public Buildings 2004) — 9551

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9551-581.60-05	Bond Principal	60,000	60,000	60,000	60,000	**60,000**	0	0.0%
301-9551-582.60-15	Interest Expense	382,900	381,700	380,500	380,500	**379,300**	(1,200)	(0.3%)
301-9551-582.60-20	Agent Fees	802	802	1,000	1,000	**1,000**	0	0.0%
	Debt Service	**443,702**	**442,502**	**441,500**	**441,500**	**440,300**	**(1,200)**	**(0.3%)**
	Total Refunding 2011	**443,702**	**442,502**	**441,500**	**441,500**	**440,300**	**(1,200)**	**(0.3%)**

DEBT SERVICE FUND

EXPENDITURES

Refunding 2012A (Partial Refunding of Public Buildings 2004) 9552

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9552-581.60-05	Bond Principal	185,000	185,000	585,000	585,000	**1,000,000**	415,000	70.9%
301-9552-582.60-15	Interest Expense	189,500	185,800	182,100	182,100	**170,400**	(11,700)	(6.4%)
301-9552-582.60-20	Agent Fees	428	0	1,000	1,000	**1,000**	0	0.0%
	Debt Service	**374,928**	**370,800**	**768,100**	**768,100**	**1,171,400**	**403,300**	**52.5%**
	Total Refunding 2012A	**374,928**	**370,800**	**768,100**	**768,100**	**1,171,400**	**403,300**	**52.5%**

Refunding 2013 (Partial Refunding of Public Buildings 2006) 9553

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9553-581.60-05	Bond Principal	35,000	35,000	2,135,000	2,135,000	**2,020,000**	(115,000)	(5.4%)
301-9553-582.60-15	Interest Expense	287,450	286,750	286,050	286,050	**222,000**	(64,050)	(22.4%)
301-9553-582.60-20	Agent Fees	431	428	1,000	1,000	**1,000**	0	0.0%
	Debt Service	**322,881**	**322,178**	**2,422,050**	**2,422,050**	**2,243,000**	**(179,050)**	**(7.4%)**
	Total Refunding 2013	**322,881**	**322,178**	**2,422,050**	**2,422,050**	**2,243,000**	**(179,050)**	**(7.4%)**

Road Improvements 2014 9554

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9554-581.60-05	Bond Principal	0	1,265,000	1,325,000	1,325,000	**1,350,000**	25,000	1.9%
301-9554-582.60-15	Interest Expense	0	236,658	177,550	177,550	**151,050**	(26,500)	(14.9%)
301-9554-582.60-20	Agent Fees	0	318	1,000	1,000	**1,000**	0	0.0%
301-9901-591.40-78	IMET Expense	30,259	2,191	0	0	**0**	0	N/A
	Debt Service	**30,259**	**1,504,167**	**1,503,550**	**1,503,550**	**1,502,050**	**(1,500)**	**(0.1%)**
	Total Road Imprv 2014	**30,259**	**1,504,167**	**1,503,550**	**1,503,550**	**1,502,050**	**(1,500)**	**(0.1%)**

DEBT SERVICE FUND

EXPENDITURES

Police Building 2016 — 9555

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
301-9555-581.60-05	Bond Principal	0	0	0	0	**0**	0	N/A
301-9555-582.60-15	Interest Expense	0	0	884,478	884,478	**1,094,200**	209,722	23.7%
301-9555-582.60-20	Agent Fees	0	0	0	0	**1,000**	1,000	N/A
	Debt Service	**0**	**0**	**884,478**	**884,478**	**1,095,200**	**210,722**	**23.8%**
	Total Refunding 2012A	**0**	**0**	**884,478**	**884,478**	**1,095,200**	**210,722**	**23.8%**
	Total Debt Service Fund	**7,867,270**	**7,858,143**	**7,248,178**	**7,248,178**	**7,092,500**	**(155,678)**	**(2.1%)**

DEBT SERVICE FUND

EXPENDITURE SUMMARY

	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
Principal	6,475,000	6,455,000	5,215,000	5,215,000	4,995,000	(220,000)	(4.2%)
Interest	1,355,825	1,395,821	2,025,178	2,025,178	2,090,500	65,322	3.2%
Total Principal & Interest	**7,830,825**	**7,850,821**	**7,240,178**	**7,240,178**	**7,085,500**	**(154,678)**	**(2.1%)**
Agent Fees	6,186	5,131	8,000	8,000	7,000	(1,000)	(12.5%)
IMET Expense	30,259	2,191	0	0	0	0	N/A
Bond Issue Costs	0	0	0	0	0	0	N/A
Payment to Escrow Agent	0	0	0	0	0	0	N/A
Total Debt Service	**7,867,270**	**7,858,143**	**7,248,178**	**7,248,178**	**7,092,500**	**(155,678)**	**(2.1%)**

SUMMARY OF DEBT SERVICE

			SUMMARY OF ANNUAL DEBT SERVICE PAYMENTS							SUMMARY OF OUTSTANDING DEBT (PRINCIPAL)		
Tax Levy	Calendar	Fiscal	----------Tax Supported----------			----------Self Supported----------			GRAND	Tax	Self	
Year	Year	Year	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	TOTAL	Supported	Supported	Total
2016	2017	2017	4,760,000	2,043,950	6,803,950	235,000	46,550	281,550	7,085,500	62,225,000	1,545,000	63,770,000
2017	2018	2018	4,995,000	1,887,800	6,882,800	245,000	40,675	285,675	7,168,475	57,465,000	1,310,000	58,775,000
2018	2019	2019	5,155,000	1,729,363	6,884,363	255,000	33,325	288,325	7,172,688	52,470,000	1,065,000	53,535,000
2019	2020	2020	5,150,000	1,564,900	6,714,900	260,000	25,675	285,675	7,000,575	47,315,000	810,000	48,125,000
2020	2021	2021	3,780,000	1,429,900	5,209,900	270,000	17,875	287,875	5,497,775	42,165,000	550,000	42,715,000
2021	2022	2022	3,870,000	1,337,450	5,207,450	280,000	9,100	289,100	5,496,550	38,385,000	280,000	38,665,000
2022	2023	2023	3,980,000	1,226,100	5,206,100	0	0	0	5,206,100	34,515,000	0	34,515,000
2023	2024	2024	4,125,000	1,082,200	5,207,200	0	0	0	5,207,200	30,535,000	0	30,535,000
2024	2025	2025	3,475,000	933,250	4,408,250	0	0	0	4,408,250	26,410,000	0	26,410,000
2025	2026	2026	3,150,000	810,050	3,960,050	0	0	0	3,960,050	22,935,000	0	22,935,000
2026	2027	2027	1,710,000	700,750	2,410,750	0	0	0	2,410,750	19,785,000	0	19,785,000
2027	2028	2028	1,760,000	649,450	2,409,450	0	0	0	2,409,450	18,075,000	0	18,075,000
2028	2029	2029	1,810,000	596,650	2,406,650	0	0	0	2,406,650	16,315,000	0	16,315,000
2029	2030	2030	1,865,000	542,350	2,407,350	0	0	0	2,407,350	14,505,000	0	14,505,000
2030	2031	2031	1,920,000	486,400	2,406,400	0	0	0	2,406,400	12,640,000	0	12,640,000
2031	2032	2032	1,980,000	428,800	2,408,800	0	0	0	2,408,800	10,720,000	0	10,720,000
2032	2033	2033	2,060,000	349,600	2,409,600	0	0	0	2,409,600	8,740,000	0	8,740,000
2033	2034	2034	2,140,000	267,200	2,407,200	0	0	0	2,407,200	6,680,000	0	6,680,000
2034	2035	2035	2,225,000	181,600	2,406,600	0	0	0	2,406,600	4,540,000	0	4,540,000
2035	2036	2036	2,315,000	92,600	2,407,600	0	0	0	2,407,600	2,315,000	0	2,315,000
			62,225,000	18,340,363	80,565,363	1,545,000	173,200	1,718,200	82,283,563			

SELF SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	Fund 301-9550 **2010** Refunding of 2002A (NWCDS Building) PRINCIPAL	INTEREST	**TOTAL SELF SUPPORTED** PRINCIPAL	INTEREST	TOTAL
2016	2017	2017	235,000.00	46,550.00	235,000.00	46,550.00	281,550.00
2017	2018	2018	245,000.00	40,675.00	245,000.00	40,675.00	285,675.00
2018	2019	2019	255,000.00	33,325.00	255,000.00	33,325.00	288,325.00
2019	2020	2020	260,000.00	25,675.00	260,000.00	25,675.00	285,675.00
2020	2021	2021	270,000.00	17,875.00	270,000.00	17,875.00	287,875.00
2021	2022	2022	280,000.00	9,100.00	280,000.00	9,100.00	289,100.00
2022	2023	2023	0.00	0.00	0.00	0.00	0.00
2023	2024	2024	0.00	0.00	0.00	0.00	0.00
2024	2025	2025	0.00	0.00	0.00	0.00	0.00
2025	2026	2026	0.00	0.00	0.00	0.00	0.00
2026	2027	2027	0.00	0.00	0.00	0.00	0.00
2027	2028	2028	0.00	0.00	0.00	0.00	0.00
2028	2029	2029	0.00	0.00	0.00	0.00	0.00
2029	2030	2030	0.00	0.00	0.00	0.00	0.00
2030	2031	2031	0.00	0.00	0.00	0.00	0.00
2031	2032	2032	0.00	0.00	0.00	0.00	0.00
2032	2033	2033	0.00	0.00	0.00	0.00	0.00
2033	2034	2034	0.00	0.00	0.00	0.00	0.00
2034	2035	2035	0.00	0.00	0.00	0.00	0.00
2035	2036	2036	0.00	0.00	0.00	0.00	0.00
			1,545,000.00	173,200.00	1,545,000.00	173,200.00	1,718,200.00

Purpose of Issue:	Refunding of 2002A NWCDS Building addition
Support Type:	100% Self Supported GO Bonds intended to be paid from NWCDS rent
Financial Classification:	General Obligation
Interest Dates:	June and December
Date of Issue:	September 22, 2010
Interest Rate:	1.50% to 3.25%
Amount of Issue:	$2,855,000
Call Date:	December 1, 2018
Paying Agent:	The Bank of New York Mellon

TAX SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	Fund 301-9547 **2006A** Refunding of 1997C & 1998A PRINCIPAL	INTEREST	Fund 301-9551 **2011** Partial Refunding of 2004 (Public Bldgs) PRINCIPAL	INTEREST	Fund 301-9552 **2012A** Partial Refunding of 2004 (Public Bldgs) PRINCIPAL	INTEREST
2016	2017	2017	330,000.00	27,000.00	60,000.00	379,300.00	1,000,000.00	170,400.00
2017	2018	2018	345,000.00	13,800.00	65,000.00	377,650.00	1,000,000.00	150,400.00
2018	2019	2019	0.00	0.00	75,000.00	375,862.50	1,000,000.00	130,400.00
2019	2020	2020	0.00	0.00	50,000.00	373,800.00	2,000,000.00	110,400.00
2020	2021	2021	0.00	0.00	50,000.00	371,800.00	2,145,000.00	70,400.00
2021	2022	2022	0.00	0.00	900,000.00	369,800.00	1,375,000.00	27,500.00
2022	2023	2023	0.00	0.00	2,450,000.00	333,800.00	0.00	0.00
2023	2024	2024	0.00	0.00	2,520,000.00	235,800.00	0.00	0.00
2024	2025	2025	0.00	0.00	1,895,000.00	135,000.00	0.00	0.00
2025	2026	2026	0.00	0.00	1,480,000.00	59,200.00	0.00	0.00
2026	2027	2027	0.00	0.00	0.00	0.00	0.00	0.00
2027	2028	2028	0.00	0.00	0.00	0.00	0.00	0.00
2028	2029	2029	0.00	0.00	0.00	0.00	0.00	0.00
2029	2030	2030	0.00	0.00	0.00	0.00	0.00	0.00
2030	2031	2031	0.00	0.00	0.00	0.00	0.00	0.00
2031	2032	2032	0.00	0.00	0.00	0.00	0.00	0.00
2032	2033	2033	0.00	0.00	0.00	0.00	0.00	0.00
2033	2034	2034	0.00	0.00	0.00	0.00	0.00	0.00
2034	2035	2035	0.00	0.00	0.00	0.00	0.00	0.00
2035	2036	2036	0.00	0.00	0.00	0.00	0.00	0.00
			675,000.00	40,800.00	9,545,000.00	3,012,012.50	8,520,000.00	659,500.00

Purpose of Issue:	Refunding of 1997C (Refunding of 1992A & 1992B) and 1998A (Fire Station)	Partial refunding of 2004 Public Building Projects included L.A. Hanson Public Works Facility, Municipal Building Complex and Fire Station #1	Partial refunding of 2004 Public Building Projects included L.A. Hanson Public Works Facility, Municipal Building Complex and Fire Station #1
Support Type:	100% tax supported	100% tax supported	100% tax supported
Financial Classification:	General Obligation	General Obligation	General Obligation
Interest Dates:	June and December	June and December	June and December
Date of Issue:	October 30, 2006	August 1, 2011	February 1, 2012
Interest Rate:	4.00%	2.00% to 4.00%	2.00%
Call Date:	December 1, 2014	December 1, 2019	December 1, 2019
Amount of Issue:	$16,515,000	$9,925,000	$9,670,000
Paying Agent:	The Bank of New York Mellon	The Bank of New York Mellon	The Bank of New York Mellon

TAX SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	Fund 301-9553 **2013** Partial Refunding of 2006 (Public Bldgs) PRINCIPAL	INTEREST	Fund 301-9554 **2014** 2014 Road Improvements PRINCIPAL	INTEREST	Fund 301-9555 **2016** 2016 Police Station PRINCIPAL	INTEREST
2016	2017	2017	2,020,000.00	222,000.00	1,350,000.00	151,050.00	0.00	1,094,200.00
2017	2018	2018	1,530,000.00	141,200.00	1,390,000.00	110,550.00	665,000.00	1,094,200.00
2018	2019	2019	2,000,000.00	80,000.00	1,435,000.00	68,850.00	645,000.00	1,074,250.00
2019	2020	2020	0.00	0.00	860,000.00	25,800.00	2,240,000.00	1,054,900.00
2020	2021	2021	0.00	0.00	0.00	0.00	1,585,000.00	987,700.00
2021	2022	2022	0.00	0.00	0.00	0.00	1,595,000.00	940,150.00
2022	2023	2023	0.00	0.00	0.00	0.00	1,530,000.00	892,300.00
2023	2024	2024	0.00	0.00	0.00	0.00	1,605,000.00	846,400.00
2024	2025	2025	0.00	0.00	0.00	0.00	1,580,000.00	798,250.00
2025	2026	2026	0.00	0.00	0.00	0.00	1,670,000.00	750,850.00
2026	2027	2027	0.00	0.00	0.00	0.00	1,710,000.00	700,750.00
2027	2028	2028	0.00	0.00	0.00	0.00	1,760,000.00	649,450.00
2028	2029	2029	0.00	0.00	0.00	0.00	1,810,000.00	596,650.00
2029	2030	2030	0.00	0.00	0.00	0.00	1,865,000.00	542,350.00
2030	2031	2031	0.00	0.00	0.00	0.00	1,920,000.00	486,400.00
2031	2032	2032	0.00	0.00	0.00	0.00	1,980,000.00	428,800.00
2032	2033	2033	0.00	0.00	0.00	0.00	2,060,000.00	349,600.00
2033	2034	2034	0.00	0.00	0.00	0.00	2,140,000.00	267,200.00
2034	2035	2035	0.00	0.00	0.00	0.00	2,225,000.00	181,600.00
2035	2036	2036	0.00	0.00	0.00	0.00	2,315,000.00	92,600.00
			5,550,000.00	443,200.00	5,035,000.00	356,250.00	32,900,000.00	13,828,600.00

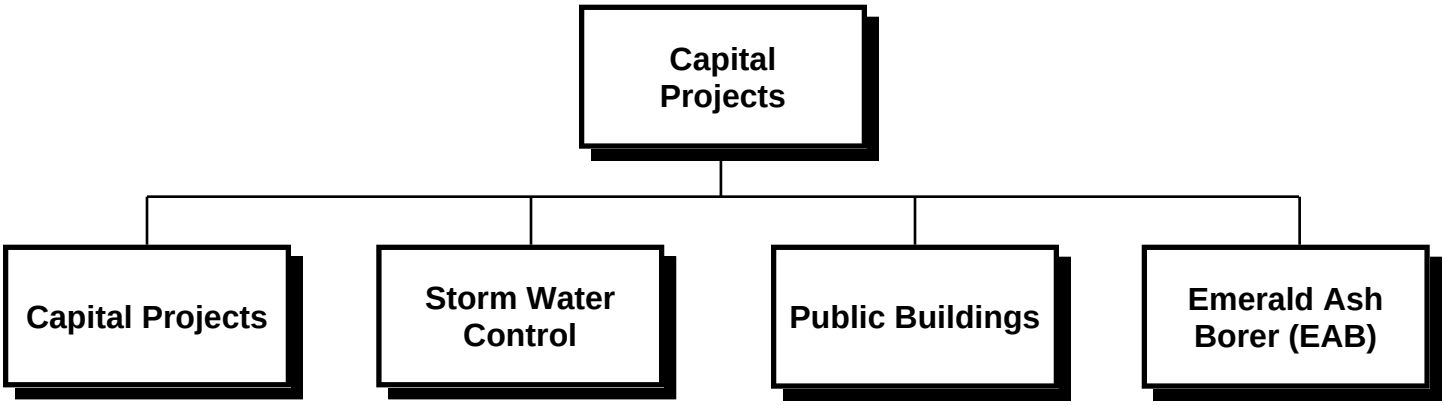
Purpose of Issue:	Partial refunding of 2006 Public Building Projects including John C. Woods Municipal Complex	Street resurfacing and sidewalk replacement	Funding to build new police station
Support Type:	100% tax supported	100% tax supported	100% tax supported
Financial Classification:	General Obligation	General Obligation	General Obligation
Interest Dates:	June and December	June and December	June and December Beginning Dec 2016
Date of Issue:	August 21, 2013	October 1, 2014	January 19, 2016
Interest Rate:	2.00% to 4.00%	2.00% to 3.00%	2.9365%
Call Date:	Noncallable	Noncallable	December 1, 2025
Amount of Issue:	$7,755,000	$8,000,000	$32,900,000
Paying Agent:	The Bank of New York Mellon	UMB Bank	UMB Bank

TAX SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	TOTAL TAX SUPPORTED PRINCIPAL	INTEREST	TOTAL
2016	2017	2017	4,760,000.00	2,043,950.00	6,803,950.00
2017	2018	2018	4,995,000.00	1,887,800.00	6,882,800.00
2018	2019	2019	5,155,000.00	1,729,362.50	6,884,362.50
2019	2020	2020	5,150,000.00	1,564,900.00	6,714,900.00
2020	2021	2021	3,780,000.00	1,429,900.00	5,209,900.00
2021	2022	2022	3,870,000.00	1,337,450.00	5,207,450.00
2022	2023	2023	3,980,000.00	1,226,100.00	5,206,100.00
2023	2024	2024	4,125,000.00	1,082,200.00	5,207,200.00
2024	2025	2025	3,475,000.00	933,250.00	4,408,250.00
2025	2026	2026	3,150,000.00	810,050.00	3,960,050.00
2026	2027	2027	1,710,000.00	700,750.00	2,410,750.00
2027	2028	2028	1,760,000.00	649,450.00	2,409,450.00
2028	2029	2029	1,810,000.00	596,650.00	2,406,650.00
2029	2030	2030	1,865,000.00	542,350.00	2,407,350.00
2030	2031	2031	1,920,000.00	486,400.00	2,406,400.00
2031	2032	2032	1,980,000.00	428,800.00	2,408,800.00
2032	2033	2033	2,060,000.00	349,600.00	2,409,600.00
2033	2034	2034	2,140,000.00	267,200.00	2,407,200.00
2034	2035	2035	2,225,000.00	181,600.00	2,406,600.00
2035	2036	2036	2,315,000.00	92,600.00	2,407,600.00
			62,225,000.00	18,340,362.50	80,565,362.50

CAPITAL PROJECT FUNDS

ORGANIZATION STRUCTURE



CAPITAL PROJECTS FUND 401

► Fund at a Glance

This fund accounts for capital acquisitions and construction projects of a significant nature, as well as scheduled replacement of fixed assets other than vehicles.

Restrictions:

VILLAGE POLICY – The Village's policy requires one time revenues to be used for one time expenditures.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$4,593,451	$4,130,572	$6,582,100	$6,383,000	**$7,039,000**	$656,000	10.3%
Intergovernmental	133,187	0	651,941	651,941	**0**	(651,941)	(100.0%)
Service Charges	1,267	606	1,500	1,500	**1,500**	0	0.0%
Interest Income	14,957	12,651	15,000	15,000	**15,000**	0	0.0%
Sales/Reimbursable/Rent	3,946	803	0	0	**0**	0	N/A
Other	8,149,359	65,350	0	0	**0**	0	N/A
Total Revenues	**$12,896,167**	**$4,209,982**	**$7,250,541**	**$7,051,441**	**$7,055,500**	**$4,059**	**0.1%**
Interfund Transfers In	2,000,000	0	300,000	300,000	**2,900,000**	2,600,000	866.7%
Total Revenues and Interfund Transfers In	**$14,896,167**	**$4,209,982**	**$7,550,541**	**$7,351,441**	**$9,955,500**	**$2,604,059**	**35.4%**
Expenditures							
Contractual Services	59,797	0	13,765	13,765	**0**	(13,765)	(100.0%)
Other Charges	51,494	8,092	0	196,000	**200,000**	4,000	2.0%
Capital Items	5,656,178	4,651,116	9,271,253	9,306,652	**8,739,200**	(567,452)	(6.1%)
Total Expenditures	**$5,767,469**	**$4,659,208**	**$9,285,018**	**$9,516,417**	**$8,939,200**	**($577,217)**	**(6.1%)**
Interfund Transfers Out	4,600,000	3,400,000	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$10,367,469**	**$8,059,208**	**$9,285,018**	**$9,516,417**	**$8,939,200**	**($577,217)**	**(6.1%)**
Revenues over (under) Expenditures	**$4,528,698**	**($3,849,226)**	**($1,734,477)**	**($2,164,976)**	**$1,016,300**	**$3,181,276**	**(146.9%)**
BEGINNING FUND BALANCE	**5,799,931**	**10,328,629**	**6,479,403**	**6,479,403**	**4,744,926**	**(1,734,477)**	**(26.8%)**
ENDING FUND BALANCE	**$10,328,629**	**$6,479,403**	**$4,744,926**	**$4,314,427**	**$5,761,226**	**$1,446,799**	**33.5%**

CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
TAXES - PROPERTY TAXES		2,765,795	2,862,370	4,761,300	4,500,000	**5,200,000**	5,300,000	5,400,000	5,500,000	5,600,000
HOME RULE SALES TAX		1,827,656	1,268,202	1,820,800	1,883,000	**1,839,000**	1,875,800	1,932,000	1,990,000	2,049,700
GRANTS		133,187	0	651,941	651,941	**0**	0	0	0	0
SERVICE CHARGES		1,268	606	1,500	1,500	**1,500**	1,500	1,500	1,500	1,500
INTEREST INCOME		14,958	12,651	15,000	15,000	**15,000**	15,000	15,000	15,000	15,000
FORFEITURES		67,355	27,710	0	0	**0**	0	0	0	0
OTHER		22,534	38,443	0	0	**0**	0	0	0	0
TRANSFER IN FROM GENERAL FUND		2,000,000	0	0	0	**0**	0	0	0	0
TRANSFER IN FROM EAB FUND		0	0	0	0	**2,600,000**	0	0	0	0
TRANSFER IN FROM SWANCC FUND		0	0	300,000	300,000	**300,000**	300,000	300,000	300,000	300,000
G. O. BOND PROCEEDS		8,063,416	0	0	0	**0**	0	0	0	0
TOTAL REVENUES		14,896,169	4,209,982	7,550,541	7,351,441	**9,955,500**	7,492,300	7,648,500	7,806,500	7,966,200
EXPENDITURES										
BUILDING & LAND										
Overhead Door Replacement	BL-90-04	6,512	13,873	15,000	15,000	**20,000**	20,000	20,000	20,000	20,000
Public Works Annex Improvements	BL-93-02	1,695	0	10,000	10,000	**10,000**	10,000	10,000	10,000	10,000
Building Equipment Replacement	BL-95-04	19,495	23,136	38,200	38,157	**30,000**	30,000	30,000	35,000	30,000
Municipal Buildings Refurbishing	BL-95-05	24,338	8,927	32,000	32,000	**42,000**	150,000	236,300	171,000	143,000
Roof Maintenance Program	BL-95-06	160,860	39,934	402,200	402,200	**403,700**	29,500	254,000	296,700	205,500
Heating Plant/Air Conditioner Replacement	BL-96-01	26,782	9,652	55,000	55,000	**72,000**	47,000	48,000	38,200	45,000
Ongoing Maintenance to Brick Exteriors	BL-96-03	13,990	14,147	20,000	20,000	**20,000**	30,000	30,000	30,000	30,000
Historical Society Museum - Building Repairs	BL-96-04	17,837	19,637	33,600	33,631	**75,000**	25,000	25,000	25,000	25,000
Building Asset Management Plan	BL-16-30	0	0	80,000	80,000	**0**	0	0	0	0
SUBTOTAL - BLDG & LAND		271,509	129,306	686,000	685,988	**672,700**	341,500	653,300	625,900	508,500
EQUIPMENT										
Operational Equipment - Public Works	EQ-94-01	70,165	134,951	214,100	222,385	**186,600**	95,600	122,100	83,000	58,600
Operational Equipment - Police Department	EQ-95-01	77,342	58,028	58,775	58,775	**48,300**	39,000	41,500	50,500	41,500
Operational Equipment - Fire Department	EQ-95-02	140,212	105,001	214,600	234,575	**341,500**	193,000	405,000	64,000	45,000
Office Equipment	EQ-95-03	20,968	21,960	43,290	48,854	**15,500**	20,000	45,000	40,000	40,000
Operational Equipment - Municipal Fleet Services	EQ-97-01	37,262	11,408	87,790	87,790	**33,000**	7,500	45,500	51,000	82,200
Operational Equipment - Information Technology	EQ-01-03	80,091	114,072	135,000	135,000	**143,000**	82,000	97,000	97,000	82,000
Operational Equipment - Engineering Department	EQ-01-04	3,675	14,716	13,000	13,000	**5,000**	5,000	5,000	5,000	5,000
EOC Equipment	EQ-07-01	0	0	29,400	29,360	**0**	0	0	0	0
Patrol Vehicle Equipment Replacement Program	EQ-08-03	24,429	26,552	35,000	35,000	**35,000**	35,000	35,000	35,000	35,000
Alternative Fuel System Implementation	EQ-16-05	0	0	0	0	**30,000**	0	0	0	0
Cable Access Broadcast & Video Streaming	EQ-16-07	0	0	0	0	**22,000**	9,000	0	0	0
Asset Based Work Management System	EQ-16-15	0	0	76,800	76,800	**0**	0	0	0	0
SUBTOTAL - EQUIPMENT		454,144	486,688	907,755	941,539	**859,900**	486,100	796,100	425,500	389,300
SIGNALS										
Traffic Signal Imprv at Northwest Hwy/Wilke	SG-08-02	173,175	102,606	1,006,755	1,006,759	**0**	0	0	0	0
Dundee Rd/Kennicott Ave Pedestrian Actuation	SG-14-05	0	90,903	150,000	150,000	**0**	0	0	0	0
Traffic Signal Pedestrian Upgrade - Central at Arthur	SG-14-10	0	0	52,300	52,260	**0**	0	0	0	0
Traffic Signals LED Upgrade	SG-14-15	(27,827)	0	24,300	24,310	**0**	0	0	0	0
Algonquin and New Wilke Intersection Improvement	SG-17-01	0	0	0	0	**200,000**	0	0	0	0
SUBTOTAL - SIGNALS		145,348	193,509	1,233,355	1,233,329	**200,000**	0	0	0	0
STREETS										
Street Resurfacing Program	ST-90-08	3,865,176	3,663,409	5,159,100	5,144,302	**6,100,000**	6,200,000	6,300,000	6,400,000	6,500,000
Sidewalk & Curb Replacement	ST-90-11	335,000	0	67,000	67,000	**50,000**	375,000	385,000	395,000	405,000
Pavement Crack Sealing Program	ST-92-01	100,000	100,000	125,000	125,000	**125,000**	125,000	200,000	200,000	200,000
Street Light Cable Replacement	ST-00-01	9,957	5,835	10,000	10,000	**10,000**	10,000	10,000	10,000	10,000
Gateway Signs & Beautification	ST-01-01	0	0	19,750	19,749	**0**	0	0	0	0
Paver Brick Maintenance	ST-05-01	6,700	35,000	463,900	463,854	**395,000**	412,000	412,000	412,000	412,000
Northwest Hwy/Davis Street/Arthur Avenue	ST-05-03	217,137	0	338,500	338,524	**0**	0	0	0	0
Parking Lot Resurfacing	ST-09-01	112,363	0	0	0	**0**	0	0	0	0
McDonald Creek Bike Trail Repair	ST-09-03	6,148	(18,972)	0	0	**0**	0	0	0	0
Douglas Avenue Multi-Use Path	ST-09-04	18,973	23,724	0	0	**0**	0	0	0	0
Commuter Drive Reconstruction	ST-11-05	106,000	0	162,000	162,000	**0**	0	0	0	0
Davis/Sigwalt Streets Underpass & Landscape	ST-12-01	0	0	11,060	11,060	**0**	0	0	0	0
Downtown Street Furniture	ST-14-01	9,173	30,689	35,000	35,000	**50,000**	10,000	10,000	10,000	10,000
Downtown Streetscape Improvements	ST-15-35	0	1,928	38,670	33,072	**86,000**	70,000	200,000	0	0
Northwest Hwy (Rt. 14) Corridor Landscaping Impr	ST-16-20	0	0	28,000	50,000	**55,000**	98,000	101,000	75,000	77,000
Rand Road Corridor Identification Enhancement	ST-17-20	0	0	0	0	**85,800**	141,800	57,200	248,800	43,000
Downtown Outdoor Living Room	ST-17-25	0	0	0	0	**18,300**	0	0	0	0
Downtown Light Ceiling	ST-17-26	0	0	0	0	**19,500**	44,500	0	0	0
Davis/Sigwalt Streets Fencing/Landscape Upgrade	ST-17-02	0	0	0	0	**2,000**	0	0	0	0
South Arlington Heights Road Beautification	ST-17-12	0	0	0	0	**10,000**	0	0	0	0
SUBTOTAL - STREETS		4,786,627	3,841,613	6,457,980	6,459,561	**7,006,600**	7,486,300	7,675,200	7,750,800	7,657,000
TOTAL CAPITAL EXPENDITURES		5,657,628	4,651,116	9,285,090	9,320,417	**8,739,200**	8,313,900	9,124,600	8,802,200	8,554,800
DEBT SERVICE		58,348	0	0	0	**0**	0	0	0	0
IMET EXPENSE		51,493	8,092	0	0	**0**	0	0	0	0
OPERATING TRANSFER OUT TO EAB FUND		4,600,000	3,400,000	0	0	**0**	0	0	0	0
OPERATING CONTINGENCY		0	0	0	196,000	**200,000**	0	0	0	0
TOTAL EXPENDITURES		10,367,469	8,059,208	9,285,090	9,516,417	**8,939,200**	8,313,900	9,124,600	8,802,200	8,554,800
BEGINNING FUND BALANCE		5,799,931	10,328,631	6,479,405		**4,744,856**	5,761,156	4,939,556	3,463,456	2,467,756
REVENUES OVER (UNDER) EXPENDITURES		4,528,700	(3,849,226)	(1,734,549)	(2,164,976)	**1,016,300**	(821,600)	(1,476,100)	(995,700)	(588,600)
ENDING FUND BALANCE		10,328,631	6,479,405	4,744,856		**5,761,156**	4,939,556	3,463,456	2,467,756	1,879,156
Fund Balance as a Percent of Expenditures						**64%**	**59%**	**38%**	**28%**	**22%**

CAPITAL PROJECTS FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-0000-401.05-00	Real Estate Tax	2,765,795	2,862,370	4,761,300	4,500,000	**5,200,000**	700,000	15.6%
	Real Estate Taxes	**2,765,795**	**2,862,370**	**4,761,300**	**4,500,000**	**5,200,000**	**700,000**	**15.6%**
401-0000-402.30-00	Sales Tax Home Rule	1,827,655	1,268,202	1,820,800	1,883,000	**1,839,000**	(44,000)	(2.3%)
	Business Taxes	**1,827,655**	**1,268,202**	**1,820,800**	**1,883,000**	**1,839,000**	**(44,000)**	**(2.3%)**
401-0000-411.70-00	Other Grants	133,187	0	651,941	651,941	**0**	(651,941)	(100.0%)
	Intergovernmental	**133,187**	**0**	**651,941**	**651,941**	**0**	**(651,941)**	**(100.0%)**
401-0000-451.25-00	Service Charge Spec Asses	1,267	606	1,500	1,500	**1,500**	0	0.0%
	Charges for Services	**1,267**	**606**	**1,500**	**1,500**	**1,500**	**0**	**0.0%**
401-0000-461.02-00	Interest on Investments	8,142	10,552	8,150	15,000	**15,000**	0	0.0%
401-0000-462.10-00	Market Value Adjustments	6,815	2,099	6,850	0	**0**	0	N/A
	Interest Income	**14,957**	**12,651**	**15,000**	**15,000**	**15,000**	**0**	**0.0%**
401-0000-472.24-00	Sale of Equipment	1,939	0	0	0	**0**	0	N/A
401-0000-472.42-00	Reimbursed Activity	2,007	803	0	0	**0**	0	N/A
	Sales & Rents	**3,946**	**803**	**0**	**0**	**0**	**0**	**N/A**
401-0000-489.90-00	Other Income	18,588	37,640	0	0	**0**	0	N/A
401-0000-489.92-00	Bond Forfeitures	67,355	27,710	0	0	**0**	0	N/A
	Other	**85,943**	**65,350**	**0**	**0**	**0**	**0**	**N/A**
401-0000-491.05-00	Operating Transfer In	2,000,000	0	300,000	300,000	**2,900,000**	2,600,000	866.7%
401-0000-491.15-00	Bond Proceeds	7,602,811	0	0	0	**0**	0	N/A
401-0000-491.16-00	Bond Premium Proceeds	460,605	0	0	0	**0**	0	N/A
	Other Financing Sources	**10,063,416**	**0**	**300,000**	**300,000**	**2,900,000**	**2,600,000**	**866.7%**
	Total Capital Projects Fund	**14,896,166**	**4,209,982**	**7,550,541**	**7,351,441**	**9,955,500**	**2,604,059**	**35.4%**

CAPITAL PROJECTS FUND

EXPENDITURES

Finance 0501

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-0501-572.50-10	Office Equipment	0	0	990	1,100	**0**	(1,100)	(100.0%)
	Capital Outlay	**0**	**0**	**990**	**1,100**	**0**	**(1,100)**	**(100.0%)**
	Total Finance	**0**	**0**	**990**	**1,100**	**0**	**(1,100)**	**(100.0%)**

IT 0601

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-0601-572.50-15	Other Equipment	80,091	114,072	135,000	135,000	**165,000**	30,000	22.2%
	Capital Outlay	**80,091**	**114,072**	**135,000**	**135,000**	**165,000**	**30,000**	**22.2%**
	Total IT	**80,091**	**114,072**	**135,000**	**135,000**	**165,000**	**30,000**	**22.2%**

Police 3001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-3001-572.50-10	Office Equipment	1,765	5,003	14,000	15,000	**0**	(15,000)	(100.0%)
401-3001-572.50-15	Other Equipment	101,771	84,580	93,775	93,775	**83,300**	(10,475)	(11.2%)
	Capital Outlay	**103,536**	**89,583**	**107,775**	**108,775**	**83,300**	**(25,475)**	**(23.4%)**
	Total Police	**103,536**	**89,583**	**107,775**	**108,775**	**83,300**	**(25,475)**	**(23.4%)**

Fire 3501

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-3501-572.50-10	Office Equipment	19,203	6,589	26,100	26,554	**10,000**	(16,554)	(62.3%)
401-3501-572.50-15	Other Equipment	140,212	105,001	244,000	263,935	**341,500**	77,565	29.4%
	Capital Outlay	**159,415**	**111,590**	**270,100**	**290,489**	**351,500**	**61,011**	**21.0%**
	Total Fire	**159,415**	**111,590**	**270,100**	**290,489**	**351,500**	**61,011**	**21.0%**

CAPITAL PROJECTS FUND

EXPENDITURES

Planning 4001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-4001-572.50-10	Office Equipment	0	5,171	0	0	**0**	0	N/A
401-4001-571.50-30	Road Projects	0	1,928	69,481	63,881	**221,600**	157,719	246.9%
	Capital Outlay	**0**	**7,099**	**69,481**	**63,881**	**221,600**	**157,719**	**246.9%**
	Total Planning	**0**	**7,099**	**69,481**	**63,881**	**221,600**	**157,719**	**246.9%**

Building Services 4501

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-4501-572.50-10	Office Equipment	0	0	2,200	6,200	**0**	(6,200)	(100.0%)
	Capital Outlay	**0**	**0**	**2,200**	**6,200**	**0**	**(6,200)**	**(100.0%)**
	Total Building Services	**0**	**0**	**2,200**	**6,200**	**0**	**(6,200)**	**(100.0%)**

Health Services 4502

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-4502-572.50-10	Office Equipment	0	0	0	0	**5,500**	5,500	N/A
	Capital Outlay	**0**	**0**	**0**	**0**	**5,500**	**5,500**	**N/A**
	Total Health Services	**0**	**0**	**0**	**0**	**5,500**	**5,500**	**N/A**

Senior Services 4503

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-4503-572.50-10	Office Equipment	0	5,196	0	0	**0**	0	N/A
	Capital Outlay	**0**	**5,196**	**0**	**0**	**0**	**0**	**N/A**
	Total Senior Services	**0**	**5,196**	**0**	**0**	**0**	**0**	**N/A**

CAPITAL PROJECTS FUND

EXPENDITURES

Engineering 5001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-5001-571.20-05	Professional Services	1,450	0	13,765	13,765	**0**	(13,765)	(100.0%)
	Contractual Services	**1,450**	**0**	**13,765**	**13,765**	**0**	**(13,765)**	**(100.0%)**
401-5001-572.50-15	Other Equipment	3,675	14,716	13,000	13,000	**5,000**	(8,000)	(61.5%)
401-5001-571.50-30	Road Projects	4,444,574	3,856,918	6,879,190	6,864,390	**6,300,000**	(564,390)	(8.2%)
401-5001-571.50-45	Sidewalk Program	360,121	4,752	67,000	67,000	**50,000**	(17,000)	(25.4%)
	Capital Outlay	**4,808,370**	**3,876,386**	**6,959,190**	**6,944,390**	**6,355,000**	**(589,390)**	**(8.5%)**
	Total Engineering	**4,809,820**	**3,876,386**	**6,972,955**	**6,958,155**	**6,355,000**	**(603,155)**	**(8.7%)**

Public Works 7101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-7101-572.50-15	Other Equipment	70,165	134,951	214,085	222,385	**216,600**	(5,785)	(2.6%)
401-7101-572.50-10	Office Equipment	0	0	76,800	76,800	**0**	(76,800)	(100.0%)
401-7101-571.50-20	Building Improvements	271,509	129,307	685,988	685,988	**672,700**	(13,288)	(1.9%)
401-7101-571.50-30	Road Projects	25,830	71,523	536,854	558,854	**510,000**	(48,854)	(8.7%)
401-7101-571.50-40	MFT Projects	100,000	100,000	125,000	125,000	**125,000**	0	0.0%
	Capital Outlay	**467,504**	**435,781**	**1,638,727**	**1,669,027**	**1,524,300**	**(144,727)**	**(8.7%)**
	Total Public Works	**467,504**	**435,781**	**1,638,727**	**1,669,027**	**1,524,300**	**(144,727)**	**(8.7%)**

Municipal Fleet Services 7501

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-7501-572.50-15	Other Equipment	37,262	11,408	87,790	87,790	**33,000**	(54,790)	(62.4%)
	Capital Outlay	**37,262**	**11,408**	**87,790**	**87,790**	**33,000**	**(54,790)**	**(62.4%)**
	Total Municipal Fleet Serv	**37,262**	**11,408**	**87,790**	**87,790**	**33,000**	**(54,790)**	**(62.4%)**

CAPITAL PROJECTS FUND

EXPENDITURES

Debt Service 9554

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-9554-583-20-06	Bond Issurance Costs	58,348	0	0	0	**0**	0	N/A
	Other Charges	**58,348**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total Debt Service	**58,348**	**0**	**0**	**0**	**0**	**0**	**N/A**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
401-9901-591.40-78	IMET Expense	51,493	8,092	0	0	**0**	0	N/A
401-9901-571.40-96	Operating Contingency	0	0	0	196,000	**200,000**	4,000	2.0%
	Other Charges	**51,493**	**8,092**	**0**	**196,000**	**200,000**	**4,000**	**2.0%**
401-9901-591.90-05	Operating Transfer Out	4,600,000	3,400,000	0	0	**0**	0	N/A
	Other Financing Uses	**4,600,000**	**3,400,000**	**0**	**0**	**0**	**0**	**N/A**
	Total Non-Operating	**4,651,493**	**3,408,092**	**0**	**196,000**	**200,000**	**4,000**	**2.0%**
	Total Capital Projects Fund	**10,367,469**	**8,059,207**	**9,285,018**	**9,516,417**	**8,939,200**	**(577,217)**	**(6.1%)**

FINANCE 0501

Account Number	Account Title	Description	Budget 2016	Budget 2017
CAPITAL OUTLAY:				
401-0501-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		Replacement photocopier	1,100	0
		TOTAL CAPITAL OUTLAY	**1,100**	**0**
		TOTAL FINANCE	**1,100**	**0**

INFORMATION TECHNOLOGY (IT) 0601

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
401-0601-572.50-15	Other Equipment	IT Operational Equipment (EQ0103)		135,000		143,000
		Software licensing				
		(Microsoft, Cartegraph)	75,000		78,000	
		Router/switch upgrades	50,000		50,000	
		Systems Network	10,000		15,000	
		Cable Access Braodcast & Video (EQ1607)		0		22,000
		TOTAL CAPITAL OUTLAY		**135,000**		**165,000**
		TOTAL IT		**135,000**		**165,000**

POLICE 3001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
401-3001-572.50-10	Office Equipment	Office Equipment (EQ9503)				
		Police office furniture update		15,000		0
401-3001-572.50-15	Other Equipment	Police Operational Equipment (EQ9501)		58,775		48,300
		Motorola replacement radios (2)	12,000		12,000	
		Radars (4)	7,000		7,000	
		Weapons replacement (8)	0		8,000	
		Tasers (5)	7,500		0	
		Laptop Computers (4)	10,000		3,400	
		Covert Pole Surveillance Camera	0		7,900	
		Covert Pinhole IP Surveillance Camera	0		2,000	
		RespiratorFit Testing System	0		8,000	
		Message boards	8,000		0	
		Panasonic Toughpad with Docking Station (2)	10,500		0	
		Prior Yr Encumbrance Carryover	3,775		0	
		Patrol Vehicle Equip Repl (EQ0803)		35,000		35,000
		TOTAL CAPITAL OUTLAY		**108,775**		**83,300**
		TOTAL POLICE		**108,775**		**83,300**

FIRE 3501

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
401-3501-572.50-10	Office Equipment	Office Equipment (EQ9503)				
		Station 1 - chairs, office desks	15,000		10,000	
		Xeros Photocopy machines (4)	4,400		0	
		Prior Year Encumbrance Carryover	7,154	26,554	0	10,000
401-3501-572.50-15	Other Equipment	Fire Operational Equipment (EQ9502)		263,935		341,500
		Defib & comm package	36,000		36,000	
		AED Replacements (5)	0		15,000	
		Thermal imaging cameras (3)	27,000		22,000	
		Equipment for New Engine	0		20,000	
		Multimedia Tech/Infrastrucure Phase 2a of 2	85,000		62,000	
		Station Alerting- Station 3	20,000		20,000	
		Power Cot & Power Load System (3)	55,500		166,500	
		Prior Yr Encumbrance Carryover	11,075		0	
		Fire Other Equipment (EQ0701)				
		EOC Audio/ Visual Equipment	29,360		0	
		TOTAL CAPITAL OUTLAY		**290,489**		**351,500**
		TOTAL FIRE		**290,489**		**351,500**

PLANNING 4001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
401-4001-571.50-30	Road Projects	Gateway Signs & Beautification (ST0101)	0			
		Prior Year Encumbrance Carryover	19,749	19,749		0
		Davis Street/Sigwalt Street Fencing/ Landscape Upgrade (ST1201)	0			
		Prior Year Encumbrance Carryover	11,060	11,060		0
		Downtown Streetscape Imprv (ST1535)	0		86,000	
		Prior Year Encumbrance Carryover	33,072	33,072		86,000
		Davis Street/Sigwalt Street Fencing/ Landscape Upgrade (ST1702)	0			2,000
		South Arlington Heights Road Beautification (ST1712)	0			10,000
		Rand Road Corridor Identification Enhancement (ST1720)	0			85,800
		Downtown Outdoor Living Room (ST1725)	0			18,300
		Downtown Lighted Ceiling (ST1726)	0			19,500
		TOTAL CAPITAL OUTLAY		**63,881**		**221,600**
		TOTAL PLANNING		**63,881**		**221,600**

BUILDING SERVICES 4501

Account Number	Account Title	Description	Budget 2016	Budget 2017
CAPITAL OUTLAY:				
401-4501-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		Replacement photocopiers (2)	6,200	0
		TOTAL CAPITAL OUTLAY	**6,200**	**0**
		TOTAL BUILDING SERVICES	**6,200**	**0**

HEALTH SERVICES 4503

Account Number	Account Title	Description	Budget 2016	Budget 2017
CAPITAL OUTLAY:				
401-4502-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		iPads and Printers (4)	0	5,500
		TOTAL CAPITAL OUTLAY	**0**	**5,500**
		TOTAL HEALTH SERVICES	**0**	**5,500**

ENGINEERING 5001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CONTRACTUAL SERVICES:						
401-5001-571.20-05	Professional Services	Northwest Hwy/Davis St/Arthur Av (ST0503)				
		Prior Year Encumbrance Carryover		13,765		0
		TOTAL CONTRACTUAL SERVICES		**13,765**		**0**
CAPITAL OUTLAY:						
401-5001-572.50-15	Other Equipment	Engineering Operational Equip (EQ0104)				
		New Equip		0		5,000
		Survey Equipment		13,000		0
401-5001-571.50-30	Road Projects	Street Resurfacing Program (ST9008)	4,900,000		6,100,000	
		Prior Year Encumbrance Carryover	244,302		0	
		Northwest Hwy/Davis St/Arthur Av Intersection Improvements - Village share only (ST0503)	0		0	
		Prior Year Encumbrance Carryover	324,759		0	
		Commuter Dr. Reconstruction (ST1105)	0		0	
		Prior Year Encumbrance Carryover	162,000		0	
		Traffic Signal Improvements at Northwest Highway/Wilke Road (SG0802)	0		0	
		Prior Yr Encumbrance Carryover	1,006,759		0	
		Dundee Rd / Kennicott Ave - Pedestrian Actuation (SG1405)	150,000		0	
		Traffic Signal Pedestrian Upgrade Central at Arthur (SG1410)	0		0	
		Prior Yr Encumbrance Carryover	52,260		0	
		Traffic Signals LED Upgrade (SG1415)	0		0	
		Prior Yr Encumbrance Carryover	24,310		0	
		Algonquin & New Wilke Intersection Improvement (SG1701)	0	6,864,390	200,000	6,300,000
401-5001-571.50-45	Sidewalk Program	Sidewalk & Curb Replacement (ST9011)	50,000		50,000	
		Prior Yr Encumbrance Carryover	17,000	67,000	0	50,000
		TOTAL CAPITAL OUTLAY		**6,944,390**		**6,355,000**
		TOTAL ENGINEERING		**6,958,155**		**6,355,000**

PUBLIC WORKS 7101

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
401-7101-572.50-10	Office Equipment	Asset Based Work Management System EQ-16-15		76,800		0
401-7101-572.50-15	Other Equipment	PW Operational Equipment (EQ9401)		222,385		216,600
		Traffic:				
		Siren Upgrade	0		10,000	
		Vehicle detection upgrades	12,000		15,000	
		Street light controller	15,000		10,000	
		Hydraulic fluid drive drill	2,000		0	
		Roto Hammer	0		1,000	
		Countdown LED Timers	0		12,000	
		Traffic signal controller	0		15,000	
		Street:				
		Snow Command Upgrades	10,000		10,000	
		Anti-Icing Upgrades	15,000		15,000	
		GPS-AVL System	10,000		42,000	
		Compaction Equipment	5,000		0	
		Concrete Vibrator/Drilling Equip.	3,000		0	
		RWIS	22,000		22,000	
		Asphalt Paver Trailer	14,000		0	
		Skidsteer Milling Attachment	20,000		0	
		Skidsteer Snow Blower Attachment	16,500		8,500	
		Forestry:				
		Chainsaws - large (3)	0		3,200	
		Chainsaws - small (6)	0		2,500	
		Portable generators (2)	0		2,100	
		Slidsteer Snow Blower Attachments	0		8,300	
		Snowblowers (4)	2,800		0	
		Buildings & Grounds:				
		Vinyl Cutter	0		10,000	
		Water Jetter	5,000		0	
		Vehicle Upgrades:				
		Alt Fuel System Impl (EQ1605)	0		30,000	
		Prior Year Encumbrance Carryover:	70,085		0	
401-7101-571.50-20	Building Improvements	Overhead door repl/repair (BL9004)	15,000		20,000	
		Public Works Annex Improv. (BL9302)	10,000		10,000	
		Building equipment replacement (BL9504)	30,000		30,000	
		Prior Yr Encumbrance Carryover	8,157		0	
		Municipal buildings refurbishing (BL9505)	32,000		42,000	
		Roof maintenance program (BL9506)	398,000		403,700	
		Prior Yr Encumbrance Carryover	4,200		0	
		Heating plant/air conditioner repl (BL9601)	55,000		72,000	
		Ongoing maint of brick exteriors (BL9603)	20,000		20,000	
		Historical Soc building repairs (BL9604)	25,000		75,000	
		Prior Yr Encumbrance Carryover	8,631		0	
		Various Muni Buildings (BL1630)	80,000		0	
				685,988		672,700

PUBLIC WORKS (cont.) 7101

Account Number	Account Title	Description	Budget 2016		Budget 2017	
401-7101-571.50-30	Road Projects	Street light cable replacement (ST0001)	10,000		10,000	
		Paver brick maintenance (ST0501)	395,000		395,000	
		Prior Yr Encumbrance Carryover	68,854		0	
		Downtown Street Furniture (ST1401)	35,000		50,000	
		NW Hwy Landscape (ST1620)	50,000	558,854	55,000	510,000
401-7101-571.50-40	MFT Projects	Pavement Crack Sealing Prog (ST9201)		125,000		125,000
		TOTAL CAPITAL OUTLAY		**1,669,027**		**1,524,300**
		TOTAL PUBLIC WORKS		**1,669,027**		**1,524,300**

MUNICIPAL FLEET SERVICES 7501

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
401-7501-572.50-15	Other Equipment	Municipal Fleet Services Operational Equipment (EQ9701)		87,790		33,000
		60,000 lbs. jacks	35,000		0	
		Portable torch	1,000		0	
		Hydraulic system tool kit	3,500		0	
		Diagnostic tools	12,000		2,500	
		Battery chargers	1,300		0	
		Motorcycle Lift	0		2,000	
		12" Metalwork Steel Sheer/ Punch Machine	0		4,000	
		Verticle Band Saw	0		4,500	
		Fleet Software - Modules & Tablets	0		20,000	
		Incld. Prior Yr Encumbrance Carryover	34,990		0	
		TOTAL CAPITAL OUTLAY		**87,790**		**33,000**
		TOTAL MUNICIPAL FLEET SERVICES		**87,790**		**33,000**

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2016		Budget 2017	
OTHER CHARGES:						
401-9901-571.40-96	Operating Contingency	Operating Contingency		196,000		200,000
		TOTAL OTHER CHARGES		**196,000**		**200,000**
		TOTAL CAPITAL PROJECTS FUND		**9,516,417**		**8,939,200**

STORM WATER CONTROL FUND 426

► Fund at a Glance

The Storm Water Control Fund has been used to account for the Neighborhood Drainage Improvement program, flood studies and utility modeling, the Storm Water Rehabilitation/Replacement program, and other storm water related projects. The fund does not currently have a dedicated source of revenue and has been dependent on transfers from other funds. Based on the recent flood study and utility modeling results, the Village will be considering implementing a storm water utility fee to pay for ongoing storm water maintenance costs and future storm water infrastructure costs.

- **Neighborhood Drainage Improvements** – This budget provides funds for public drainage improvements allowing new or improved access for residents to Village storm sewers. The program only covers work on public right-of-way with any connections or work on private property being the responsibility of the property owner.
- **Storm Water Rehabilitation/Replacement Program** – The budget includes the second year costs of a multi-year program to lightly clean, televise, and analyze the condition of the Village's system. This portion of the program will take about eight years to complete, after which the budget for this program will be devoted to storm rehabilitation and replacement work identified by televising the system.
- **Municipal Campus and Downstream Detention** – The Metropolitan Water Reclamation District recently passed stricter detention requirements. The construction of a new Police Station on the Municipal Campus parcel will trigger new detention for the site. It has also been determined that it will positively affect the downstream storm water control system. The cost of the project is proposed to be covered by transferring-in available reserves from the Public Building Fund.
- **Sewer Back-up Rebate Program –** Through this program the Village continues to encourage resident participation in its Overhead Sewer/Backup Control Cost Sharing Program. Rebates are budgeted in the Water and Sewer Fund.

2016 Accomplishments

1. Completed the Arlington Knolls storm sewer extension which provides adequate drainage to the public right-of-way on the 1600 block of North Highland Avenue.
2. Facilitated the extension or improvement of existing storm water facilities to provide a point of connection for homeowners to address localized drainage problems.
3. Completed a utility modeling project and separate storm water control studies on the combined sewer area and on storm water capacity and storage issues in some of the separate sewered areas.
4. Held community meetings to review and seek feedback on the results of the storm water control studies.

2017 Strategic Priorities

Village Board Priority: #1a Develop Plan and Begin Implementation of Enhanced Flood Control Improvements

1. **Develop a multi-year schedule of Village Board approved storm water control projects for inclusion in the 2018-2022 Capital Improvement Plan.**
2. **Develop a new storm sewer utility fee to cover the costs of the annual maintenance of the separate storm water system as well as any approved storm water improvement projects.**

STORM WATER CONTROL FUND (continued)

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Interest Income	6,170	744	3,000	3,000	**1,500**	(1,500)	(50.0%)
Other	5,996	0	0	0	**0**	0	N/A
Total Revenues	**$12,166**	**$744**	**$3,000**	**$3,000**	**$1,500**	**($1,500)**	**(50.0%)**
Interfund Transfers In	0	500,000	0	0	**3,450,000**	3,450,000	N/A
Total Revenues and Interfund Transfers In	**$12,166**	**$500,744**	**$3,000**	**$3,000**	**$3,451,500**	**$3,448,500**	**114950.0%**
Expenditures							
Other Charges	19,317	0	0	0	**0**	0	N/A
Capital Items	468,560	29,908	2,041,100	2,041,129	**1,550,000**	(491,129)	(24.1%)
Total Expenditures	**$487,877**	**$29,908**	**$2,041,100**	**$2,041,129**	**$1,550,000**	**($491,129)**	**(24.1%)**
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	**$487,877**	**$29,908**	**$2,041,100**	**$2,041,129**	**$1,550,000**	**($491,129)**	**(24.1%)**
Revenues over (under) Expenditures	**($475,711)**	**$470,836**	**($2,038,100)**	**($2,038,129)**	**$1,901,500**	**$3,939,629**	**(193.3%)**
BEGINNING FUND BALANCE	**$3,675,974**	**3,200,263**	**3,671,099**	**3,671,099**	**1,632,999**	**(2,038,100)**	**(55.5%)**
ENDING FUND BALANCE	**$3,200,263**	**$3,671,099**	**$1,632,999**	**$1,632,970**	**$3,534,499**	**$1,901,529**	**116.4%**

STORM WATER CONTROL FUND (426)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
INTEREST INCOME		6,169	744	3,000	3,000	**1,500**	0	0	0	0
STATE GRANT		0	0	0	0	**0**	0	0	0	0
OTHER INCOME		5,996	0	0	0	**0**	0	0	0	0
TRANSFER IN FROM GENERAL FUND		0	500,000	0	0	**0**	0	0	0	0
TRANSFER IN FROM EAB FUND		0	0	0	0	**2,700,000**	0	0	0	0
TRANSFER IN FROM PUBLIC BUILDING FUND		0	0	0	0	**750,000**	0	0	0	0
TOTAL REVENUES		12,165	500,744	3,000	3,000	**3,451,500**	0	0	0	0
EXPENDITURES										
SEWERS										
Neighborhood Drainage Improvements	SW-11-02	63,668	0	641,100	641,129	**300,000**	300,000	300,000	300,000	300,000
Flood Study	SW-13-02	102,343	10,690	0	0	**0**	0	0	0	0
Utility Modeling	SW-13-03	144,542	0	0	0	**0**	0	0	0	0
McDonald Creek Bank Stabilization	SW-14-01	63,323	0	0	0	**0**	0	0	0	0
Sewer Backup Rebate Program	SW-15-01	94,684	19,218	0	0	**0**	0	0	0	0
Storm Water Rehab/Replacement Program	SW-15-20	0	0	1,000,000	1,000,000	**500,000**	500,000	500,000	500,000	500,000
Arlington Knolls Storm Sewer Extension	SW-16-01	0	0	400,000	400,000	**0**	0	0	0	0
Municipal Campus and Downstream Detention	SW-17-06	0	0	0	0	**750,000**	0	0	0	0
SUBTOTAL - SEWERS		468,560	29,908	2,041,100	2,041,129	**1,550,000**	800,000	800,000	800,000	800,000
OTHER EXPENSE										
IMET Expense		19,317	0	0	0	**0**	0	0	0	0
SUBTOTAL - Other Expense		19,317	0	0	0	**0**	0	0	0	0
TOTAL EXPENDITURES		487,877	29,908	2,041,100	2,041,129	**1,550,000**	800,000	800,000	800,000	800,000
BEGINNING FUND BALANCE		3,675,974	3,200,262	3,671,098		**1,632,998**	3,534,498	2,734,498	1,934,498	1,134,498
REVENUES OVER (UNDER) EXPENDITURES		(475,712)	470,836	(2,038,100)	(2,038,129)	**1,901,500**	(800,000)	(800,000)	(800,000)	(800,000)
ENDING FUND BALANCE		3,200,262	3,671,098	1,632,998		**3,534,498**	2,734,498	1,934,498	1,134,498	334,498

STORM WATER CONTROL FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
426-0000-461.02-00	Interest on Investments	150	0	3,000	3,000	**1,500**	(1,500)	(50.0%)
426-0000-462.10-00	Market Value Adjustments	6,019	744	0	0	**0**	0	N/A
	Interest Income	**6,169**	**744**	**3,000**	**3,000**	**1,500**	**(1,500)**	**(50.0%)**
426-0000-489.90-00	Other Income	5,996	0	0	0	**0**	0	N/A
	Other	**5,996**	**0**	**0**	**0**	**0**	**0**	**N/A**
426-0000-491.05-00	Operating Transfer In	0	500,000	0	0	**3,450,000**	3,450,000	N/A
	Other Financing Sources	**0**	**500,000**	**0**	**0**	**3,450,000**	**3,450,000**	**N/A**
	Total Storm Wtr Ctrl Fund	**12,165**	**500,744**	**3,000**	**3,000**	**3,451,500**	**3,448,500**	

EXPENDITURES

Engineering 5001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
426-5001-571.50-25	Construction in Progress	405,237	29,908	1,041,100	1,041,129	**1,050,000**	8,871	0.9%
426-9901-591.40-78	IMET Expense	19,317	0	0	0	**0**	0	N/A
	Capital Outlay	**424,554**	**29,908**	**1,041,100**	**1,041,129**	**1,050,000**	**8,871**	**0.9%**
	Total Engineering	**424,554**	**29,908**	**1,041,100**	**1,041,129**	**1,050,000**	**8,871**	**0.9%**

Public Works 7101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
426-7101-571.50-25	Construction in Progress	63,323	0	1,000,000	1,000,000	**500,000**	(500,000)	(50.0%)
	Capital Outlay	**63,323**	**0**	**1,000,000**	**1,000,000**	**500,000**	**(500,000)**	**(50.0%)**
	Total Public Works	**63,323**	**0**	**1,000,000**	**1,000,000**	**500,000**	**(500,000)**	**(50.0%)**
	Total Storm Wtr Ctrl Fund	**487,877**	**29,908**	**2,041,100**	**2,041,129**	**1,550,000**	**(491,129)**	**(24.1%)**

STORM WATER CONTROL FUND

EXPENDITURE DETAIL

ENGINEERING 5001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
426-5001-571.50-25	Construction in Progress	Neighborhood Drainage Imprv (SW1102)	300,000		300,000	
		Prior Yr Encumbrance Carryover	341,129	641,129	0	300,000
		Arlington Knolls Storm Water Extension at Highland & Maude (SW1601)	400,000	400,000		0
		Municipal Campus / Downstream Detention (SW1706)		0	750,000	750,000
		TOTAL CAPITAL OUTLAY		**1,041,129**		**1,050,000**
		TOTAL ENGINEERING		**1,041,129**		**1,050,000**

PUBLIC WORKS 7101

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
426-7101-571.50-25	Construction in Progress	Storm Water Rehabilitation/ Replacement Program (SW1520)	500,000		500,000	
		Prior Yr Encumbrance Carryover	500,000	1,000,000	0	500,000
		TOTAL CAPITAL OUTLAY		**1,000,000**		**500,000**
		TOTAL PUBLIC WORKS		**1,000,000**		**500,000**
		TOTALSTORM WTR CTRL FUND		**2,041,129**		**1,550,000**

PUBLIC BUILDING FUND 431

► Fund at a Glance

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

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$308,913	$0	**$0**	$0	N/A
Interest Income	5,516	2,278	150,000	150,000	**150,000**	0	0.0%
Other	0	0	34,922,953	35,000,000	**0**	(35,000,000)	(100.0%)
Total Revenues	**$5,516**	**$2,278**	**$35,381,866**	**$35,150,000**	**$150,000**	**($35,000,000)**	**(99.6%)**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$5,516**	**$2,278**	**$35,381,866**	**$35,150,000**	**$150,000**	**($35,000,000)**	**(99.6%)**
Expenditures							
Contractual Services	69,865	5,208	1,131,500	1,444,465	**700,000**	(744,465)	(51.5%)
Other Charges	8,228	1,976	0	0	**0**	0	N/A
Capital Items	279,578	18,034	25,000	25,000	**17,025,000**	17,000,000	68000.0%
Total Expenditures	**$357,671**	**$25,218**	**$1,156,500**	**$1,469,465**	**$17,725,000**	**$16,255,535**	**1106.2%**
Interfund Transfers Out	0	0	0	0	**750,000**	750,000	N/A
Total Expenditures and Interfund Transfers Out	**$357,671**	**$25,218**	**$1,156,500**	**$1,469,465**	**$18,475,000**	**$17,005,535**	**1157.3%**
Revenues over (under) Expenditures	**($352,155)**	**($22,940)**	**$34,225,366**	**$33,680,535**	**($18,325,000)**	**($52,005,535)**	**(154.4%)**
BEGINNING FUND BALANCE	**$1,707,592**	**1,355,437**	**1,332,497**	**1,332,497**	**35,557,863**	**34,225,366**	**2568.5%**
ENDING FUND BALANCE	**$1,355,437**	**$1,332,497**	**$35,557,863**	**$35,013,032**	**$17,232,863**	**($17,780,169)**	**(50.8%)**

PUBLIC BUILDING FUND (431)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
PROPERTY TAXES		0	0	308,913	1,272,443	**0**	0	0	0	0
PROPERTY TAX ABATEMENT		0	0	0	(1,272,443)	**0**	0	0	0	0
INTEREST INCOME		5,515	2,278	150,000	150,000	**150,000**	150,000	150,000	0	0
OTHER INCOME		0	0	0	0	**0**	0	0	0	0
BOND PROCEEDS		0	0	34,922,953	35,000,000	**0**	0	0	0	0
TOTAL REVENUES		5,515	2,278	35,381,866	35,150,000	**150,000**	150,000	150,000	0	0
EXPENDITURES										
BUILDING/LAND										
Police Building Maintenance	BL-10-04	31,158	18,034	25,000	25,000	**25,000**	0	0	0	0
Other Building Costs	BL-11-10	0	0	0	0	**1,000,000**	1,200,000	0	0	0
Phone System Upgrade	BL-13-15	248,420	0	0	0	**0**	0	0	0	0
Bond Issuance Cost		0	0	431,500	431,465	**0**	0	0	0	0
Survey Cost		0	0	0	13,000	**0**	0	0	0	0
Police Station										
Architect	BL-16-01	69,865	5,208	700,000	1,000,000	**700,000**	252,600	0	0	0
Construction/CM Fees	BL-16-10	0	0	0	0	**16,000,000**	8,985,000	3,000,000	0	0
Contingency	BL-16-20	0	0	0	0	**0**	0	2,400,000	0	0
SUBTOTAL - BUILDINGS/LAND		349,443	23,242	1,156,500	1,469,465	**17,725,000**	10,437,600	5,400,000	0	0
EQUIPMENT										
FF&E / Security	EQ-16-10	0	0	0	0	**0**	1,000,000	565,000	0	0
SUBTOTAL - EQUIPMENT		0	0	0	0	**0**	1,000,000	565,000	0	0
OPERATING TRANSFER OUT TO STORM WATER CONTROL FUND		0	0	0	0	**750,000**	0	0	0	0
IMET EXPENSE		8,228	1,976	0	0	**0**	0	0	0	0
TOTAL EXPENDITURES		357,671	25,218	1,156,500	1,469,465	**18,475,000**	11,437,600	5,965,000	0	0
BEGINNING FUND BALANCE		1,707,592	1,355,436	1,332,496		**35,557,862**	17,232,862	5,945,262	130,262	130,262
REVENUES OVER (UNDER) EXPENDITURES		(352,156)	(22,940)	34,225,366	33,680,535	**(18,325,000)**	(11,287,600)	(5,815,000)	0	0
ENDING FUND BALANCE		1,355,436	1,332,496	35,557,862		**17,232,862**	5,945,262	130,262	130,262	130,262

PUBLIC BUILDING FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
431-0000-401.14-00	R. E. Tax Public Building	0	0	308,913	1,272,443	**0**	(1,272,443)	(100.0%)
431-0000-401.14-00	Tax Abatement Public Building	0	0	0	(1,272,443)	**0**	1,272,443	(100.0%)
	Real Estate Taxes	**0**	**0**	**308,913**	**0**	**0**	**0**	**N/A**
431-0000-461.02-00	Interest on Investments	2,605	1,972	150,000	150,000	**150,000**	0	0.0%
431-0000-462.10-00	Market Value Adjustments	2,910	306	0	0	**0**	0	N/A
	Interest Income	**5,515**	**2,278**	**150,000**	**150,000**	**150,000**	**0**	**0.0%**
431-0000-489.90-00	Other Income	0	0	0	0	**0**	0	N/A
	Other	**0**	**0**	**0**	**0**	**0**	**0**	**N/A**
431-0000-491.15-00	Bond Proceeds	0	0	34,922,953	35,000,000	**0**	(35,000,000)	(100.0%)
	Other Financing Sources	**0**	**0**	**34,922,953**	**35,000,000**	**0**	**(35,000,000)**	**(100.0%)**
	Total Public Building Fund	**5,515**	**2,278**	**35,381,866**	**35,150,000**	**150,000**	**(35,000,000)**	**N/A**

PUBLIC BUILDING FUND

EXPENDITURES

Public Works 7101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
431-7101-571.50-20	Building Improvements	279,578	18,034	25,000	25,000	**25,000**	0	0.0%
431-9901-591.40-78	IMET Expense	8,228	1,976	0	0	**0**	0	N/A
	Capital Outlay	**287,806**	**20,010**	**25,000**	**25,000**	**25,000**	**0**	**0.0%**
	Total Public Works	**287,806**	**20,010**	**25,000**	**25,000**	**25,000**	**0**	**0.0%**

Police Station 9013

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
431-9013-571.20-05	Professional Services	69,865	5,208	700,000	1,013,000	**700,000**	(313,000)	(30.9%)
	Contractual Services	**69,865**	**5,208**	**700,000**	**1,013,000**	**700,000**	**(313,000)**	**(30.9%)**
431-9013-571.50-25	Construction In Progress	0	0	0	0	**16,000,000**	16,000,000	N/A
431-9013-571.50-25	CIP - Rent	0	0	0	0	**1,000,000**	1,000,000	N/A
	Capital Outlay	**0**	**0**	**0**	**0**	**17,000,000**	**17,000,000**	**N/A**
	Total Police Station	**69,865**	**5,208**	**700,000**	**1,013,000**	**17,700,000**	**16,687,000**	**1647.3%**

Police Station - Debt Service 9555

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
431-9555-583.20-06	Bond Issuance Cost	0	0	431,500	431,465	**0**	(431,465)	(100.0%)
	Contractual Services	**0**	**0**	**431,500**	**431,465**	**0**	**(431,465)**	**(100.0%)**
	Total Debt Service - Police Station		**0**	**431,500**	**431,465**	**0**	**(431,465)**	**(100.0%)**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Actual Dec. 2015	Projected Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
431-9901-591.90-05	Operating Transfer Out	0	0	0	0	**750,000**	750,000	N/A
	Other Financing Uses	**0**	**0**	**0**	**0**	**750,000**	**750,000**	**N/A**
	Total Non-Operating	**0**	**0**	**0**	**0**	**750,000**	**750,000**	**N/A**
	Total Public Building Fund	**357,671**	**25,218**	**1,156,500**	**1,469,465**	**18,475,000**	**17,005,535**	**1157.3%**

PUBLIC BUILDING FUND

EXPENDITURE DETAIL

PUBLIC WORKS — 7101

Account Number	Account Title	Description	Budget 2016	Budget 2017
CAPITAL OUTLAY:				
431-7101-571.50-20	Building Improvements	Police Building Maintenance (BL1004)	25,000	25,000
		TOTAL CAPITAL OUTLAY	**25,000**	**25,000**
		TOTAL PUBLIC WORKS	**25,000**	**25,000**

POLICE STATION — 9013

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
431-9013-571.20-05	Professional Services	Police Facility (BL1601)	1,013,000	700,000
431-9013-571.50-25	Construction In Progress	Police Facility (BL1610)	0	16,000,000
431-9013-571.50-25	Rent	Police Facility (BL1110)	0	1,000,000
		TOTAL POLICE STATION	**1,013,000**	**17,700,000**

POLICE STATION - DEBT SERVICE — 9555

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
431-9555-583.20-06	Professional Technical Services	Bond Issuance Cost	431,465	0
		TOTAL POLICE STATION DEBT SERVICE	**431,465**	**0**

NON-OPERATING — 9901

Account Number	Account Title	Description	Budget 2016	Budget 2017
NON-OPERATING:				
431-9901-591.90-05	Operating Transfer Out	Transfer to Storm Water Control Fund	0	750,000
		TOTAL NON-OPERATING	**0**	**750,000**
		TOTAL PUBLIC BUILDING FUND	**1,469,465**	**18,475,000**

EMERALD ASH BORER (EAB) FUND 435

► Fund at a Glance

This fund accounts for the costs associated with the removal and replacement of diseased parkway Ash trees.

Restrictions:

VILLAGE POLICY – Initial funding was provided by transfers of $2.0 million in FY2012, $2.7 million in FY2013, and $600,000 in FY2014 from the General Fund. A bond issue was sold in FY 2015 to cover the $8 million cost of the EAB program. The EAB Fund is scheduled to be closed as of the end of 2017. The estimated remaining fund balance of $5.4 million is planned to be transferred out to the following funds: $2.7 million to the Storm Water Control Fund, $2.6 million to the Capital Projects Fund, and the remaining balance of approximately $94,600 to the General Fund.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Interest Income	12,866	11,504	3,000	3,000	**0**	(3,000)	(100.0%)
Total Revenues	**$12,866**	**$11,504**	**$3,000**	**$3,000**	**$0**	**($3,000)**	**(100.0%)**
Interfund Transfers In	4,600,000	3,400,000	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$4,612,866**	**$3,411,504**	**$3,000**	**$3,000**	**$0**	**($3,000)**	**(100.0%)**
Expenditures							
Personal Services	$228,514	$177,698	$345,700	$344,900	**$235,800**	($109,100)	(31.6%)
Contractual Services	2,900	2,227	4,500	4,500	**4,600**	100	2.2%
Commodities	12,621	7,776	14,800	16,758	**5,000**	(11,758)	(70.2%)
Other Charges	77,209	15,165	55,000	55,000	**20,000**	(35,000)	(63.6%)
Capital Items	2,762,719	1,341,846	740,444	740,451	**289,900**	(450,551)	(60.8%)
Total Expenditures	**$3,083,963**	**$1,544,712**	**$1,160,444**	**$1,161,609**	**$555,300**	**($606,309)**	**(52.2%)**
Interfund Transfers Out	0	0	0	0	**5,394,600**	5,394,600	N/A
Total Expenditures and Interfund Transfers Out	**$3,083,963**	**$1,544,712**	**$1,160,444**	**$1,161,609**	**$5,949,900**	**$4,788,291**	**412.2%**
Revenues over (under) Expenditures	**$1,528,903**	**$1,866,792**	**($1,157,444)**	**($1,158,609)**	**($5,949,900)**	**($4,791,291)**	**413.5%**
BEGINNING FUND BALANCE	**3,711,649**	**5,240,552**	**7,107,344**	**7,107,344**	**5,949,900**	**(1,157,444)**	**(16.3%)**
ENDING FUND BALANCE	**$5,240,552**	**$7,107,344**	**$5,949,900**	**$5,948,735**	**$0**	**($5,948,735)**	**(100.0%)**

EMERALD ASH BORER (EAB) FUND (435)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2013-14 ACTUAL	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES											
INTEREST INCOME		0	0	0	3,000	3,000	**0**	0	0	0	0
OTHER INCOME		0	12,866	11,504	0	0	**0**	0	0	0	0
TRANSFER IN FROM GENERAL FUND		600,000	0	0	0	0	**0**	0	0	0	0
TRANSFER IN FROM CAPITAL PROJECTS FUND		0	4,600,000	3,400,000	0	0	**0**	0	0	0	0
TOTAL REVENUES		600,000	4,612,866	3,411,504	3,000	3,000	**0**	0	0	0	0
EXPENDITURES											
OPERATING EXPENDITURES											
Personal Services		171,005	228,518	177,698	345,700	344,900	**235,800**	0	0	0	0
Contractual Services		6,633	2,901	2,227	4,500	4,500	**4,600**	0	0	0	0
Commodities		12,445	12,622	7,776	14,800	16,760	**5,000**	0	0	0	0
Operational Equipment		6,877	0	0	0	0	**0**	0	0	0	0
Other Charges (EAB Treatment Rebate Program)		22,721	49,832	5,146	55,000	55,000	**20,000**	0	0	0	0
IMET Expense		0	27,371	10,019	0	0	**0**	0	0	0	0
SUBTOTAL - OPERATING EXPENDITURES		219,681	321,244	202,866	420,000	421,160	**265,400**	0	0	0	0
STREETS											
Parkway Ash Tree Removal/Replacement Prog	ST-13-20	950,616	2,762,719	1,341,846	740,444	740,450	**289,900**	0	0	0	0
SUBTOTAL - STREETS		950,616	2,762,719	1,341,846	740,444	740,450	**289,900**	0	0	0	0
NON-OPERATING											
Transfer to General Fund		0	0	0	0	0	**94,600**		0	0	0
Transfer to Capital Projects Fund		0	0	0	0	0	**2,600,000**	0	0	0	0
Transfer to Storm Water Control Fund		0	0	0	0	0	**2,700,000**	0	0	0	0
SUBTOTAL - NON-OPERATING		0	0	0	0	0	**5,394,600**	0	0	0	0
TOTAL EXPENDITURES		1,170,297	3,083,963	1,544,712	1,160,444	1,161,610	**5,949,900**	0	0	0	0
BEGINNING FUND BALANCE		4,281,946	3,711,649	5,240,552	7,107,344		**5,949,900**	0	0	0	0
REVENUES OVER (UNDER) EXPENDITURES		(570,297)	1,528,903	1,866,792	(1,157,444)	(1,158,610)	**(5,949,900)**	0	0	0	0
ENDING FUND BALANCE		3,711,649	5,240,552	7,107,344	5,949,900		**0**	0	0	0	0

EMERALD ASH BORER (EAB) FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
435-0000-461.02-00	Interest on Investments	7,140	10,671	3,000	3,000	**0**	(3,000)	(100.0%)
435-0000-462.10-00	Market Value Adjustments	5,726	833	0	0	**0**	0	N/A
	Interest Income	**12,866**	**11,504**	**3,000**	**3,000**	**0**	**(3,000)**	**(100.0%)**
435-0000-489.90-00	Other Income	0	0	0	0	**0**	0	N/A
	Other	**0**	**0**	**0**	**0**	**0**	**0**	**N/A**
435-0000-491.05-00	Operating Transfer In	4,600,000	3,400,000	0	0	**0**	0	N/A
	Other Financing Sources	**4,600,000**	**3,400,000**	**0**	**0**	**0**	**0**	**N/A**
	Total Emerald Ash Borer Fund	**4,612,866**	**3,411,504**	**3,000**	**3,000**	**0**	**(3,000)**	**(100.0%)**

EMERALD ASH BORER (EAB) FUND

EXPENDITURES

Public Works 7101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
435-7101-531.10-01	Salaries	58,070	40,380	61,800	61,800	**51,600**	(10,200)	(16.5%)
435-7101-531.18-01	Temporary Help	12,044	33,427	47,200	47,200	**48,400**	1,200	2.5%
435-7101-531.18-05	Overtime Civilian	128,770	77,127	164,400	164,400	**83,000**	(81,400)	(49.5%)
	Salaries	**198,884**	**150,934**	**273,400**	**273,400**	**183,000**	**(90,400)**	**(33.1%)**
435-7101-531.19-01	Workers Compensation	4,400	3,000	4,600	4,600	**4,700**	100	2.2%
435-7101-531.19-05	Medical Insurance	9,600	6,600	10,200	10,200	**10,400**	200	2.0%
435-7101-531.19-10	IMRF	10,064	10,843	36,300	35,700	**23,800**	(11,900)	(33.3%)
435-7101-531.19-11	Social Security	4,511	5,124	17,200	17,000	**11,300**	(5,700)	(33.5%)
435-7101-531.19-12	Medicare	1,055	1,198	4,000	4,000	**2,600**	(1,400)	(35.0%)
	Fringe Benefits	**29,630**	**26,765**	**72,300**	**71,500**	**52,800**	**(18,700)**	**(26.2%)**
435-7101-531.20-40	General Insurance	1,700	1,200	1,900	1,900	**2,000**	100	5.3%
435-7101-531.22-10	Printing	1,200	1,027	2,600	2,600	**2,600**	0	0.0%
	Contractual Services	**2,900**	**2,227**	**4,500**	**4,500**	**4,600**	**100**	**2.2%**
435-7101-531.31-85	Small Tools & Equipment	12,621	7,776	14,800	16,760	**5,000**	(11,760)	(70.2%)
	Commodities	**12,621**	**7,776**	**14,800**	**16,760**	**5,000**	**(11,760)**	**(70.2%)**
435-7101-531.40-86	EAB Treatment Rebate Prog	49,831	5,146	55,000	55,000	**20,000**	(35,000)	(63.6%)
435-9901-591.40-78	IMET Expense	27,378	10,019	0	0	**0**	0	N/A
	Other Charges	**77,209**	**15,165**	**55,000**	**55,000**	**20,000**	(35,000)	**(63.6%)**
435-7101-572.50-15	Other Equipment	0	0	0	0	**0**	0	N/A
435-7101-571.50-55	Other Capital Outlay	2,762,719	1,341,846	740,444	740,450	**289,900**	(450,550)	(60.8%)
	Capital Outlay	**2,762,719**	**1,341,846**	**740,444**	**740,450**	**289,900**	**(450,550)**	**(60.8%)**
435-9901-591.90-05	Operating Transfer Out	**0**	**0**	**0**	**0**	**5,394,600**	5,394,600	N/A
	Other Financing Uses	**0**	**0**	**0**	**0**	**5,394,600**	**5,394,600**	**N/A**
	Total Public Works	**3,083,963**	**1,544,713**	**1,160,444**	**1,161,610**	**5,949,900**	**4,788,290**	**412.2%**
	Total Emerald Ash Borer Fund	**3,083,963**	**1,544,713**	**1,160,444**	**1,161,610**	**5,949,900**	**4,788,290**	**412.2%**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1489	Forestry Technician	P03	1.00	1.00	
	Total F-T-E		**1.00**	**1.00**	**0.00**

Public Works Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	41.25	41.25	
435	Emerald Ash Borer (EAB) Fund	1.00	1.00	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	**93.50**	**93.50**	**0.00**

EMERALD ASH BORER FUND

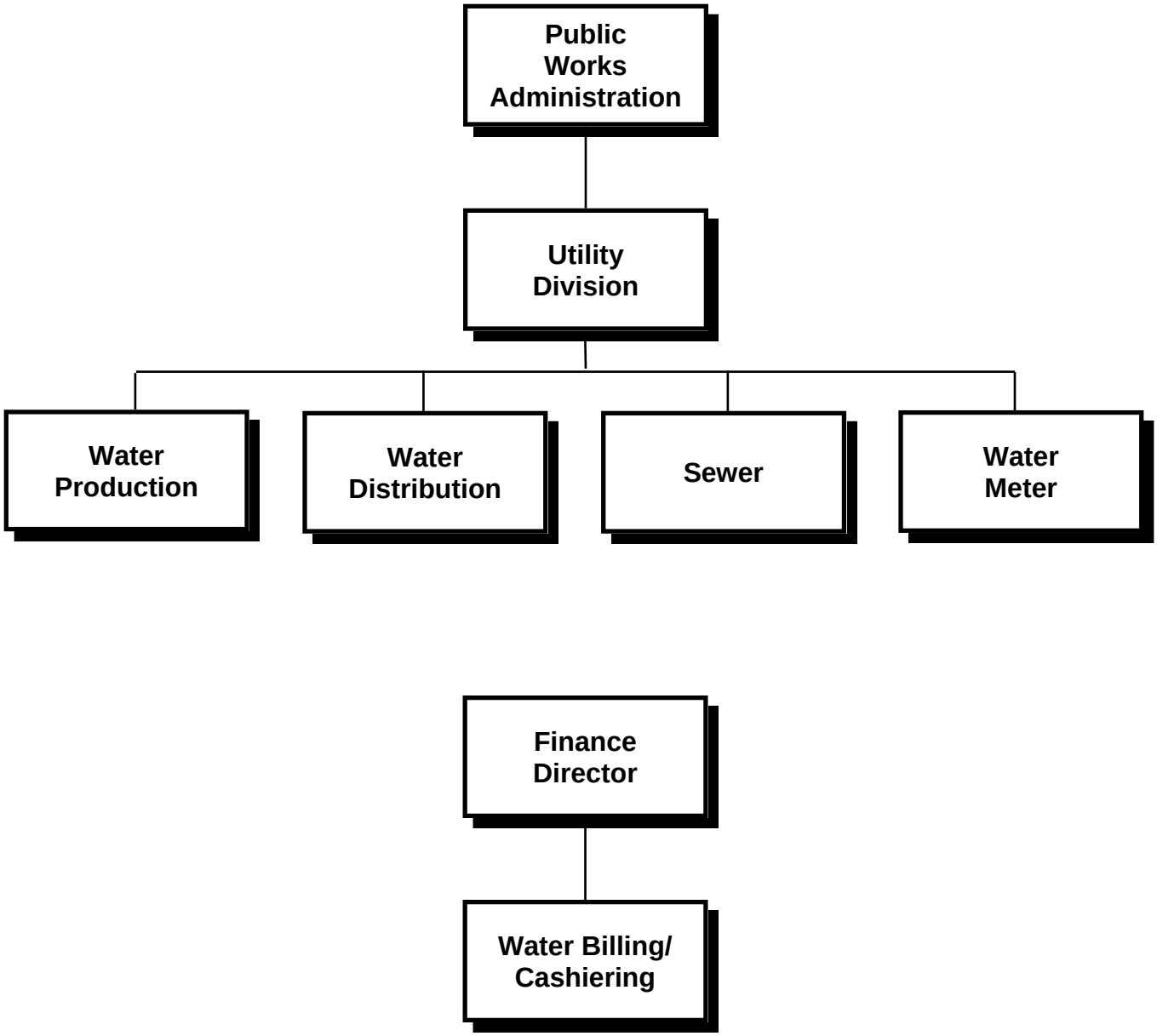
EXPENDITURE DETAIL

PUBLIC WORKS 7101

Account Number	Account Title	Description	Budget 2016	Budget 2017
SALARIES:				
435-7101-531.10-01	Salaries	Salaries	61,800	51,600
435-7101-531.18-01	Temporary Help	Temporary Help	47,200	48,400
435-7101-531.18-05	Overtime Civilian	Overtime Civilian	164,400	83,000
		TOTAL SALARIES	**273,400**	**183,000**
FRINGE BENEFITS:				
435-7101-531.19-01	Workers' Compensation	Workers' Compensation Insurance	4,600	4,700
435-7101-531.19-05	Medical Insurance	Medical Insurance	10,200	10,400
435-7101-531.19-10	IMRF	IMRF	35,700	23,800
435-7101-531.19-11	Social Security	Social Security	17,000	11,300
435-7101-531.19-12	Medicare	Medicare	4,000	2,600
		TOTAL FRINGE BENEFITS	**71,500**	**52,800**
CONTRACTUAL SERVICES:				
435-7101-531.20-40	General Insurance	Liability and property insurance	1,900	2,000
435-7101-531.22-10	Printing	Printing	2,600	2,600
		TOTAL CONTRACTUAL SERVICES	**4,500**	**4,600**
COMMODITIES:				
435-7101-531.31-85	Small Tools & Equip	Misc. expendable hand tools & equipment	14,800	5,000
		Prior Year Encumbrance Carryover	1,960	0
		TOTAL COMMODITIES	**16,760**	**5,000**
OTHER CHARGES:				
435-7101-531.40-86	EAB Treatment Rebate	EAB Treatment Rebate Program	55,000	20,000
		TOTAL OTHER CHARGES	**55,000**	**20,000**

PUBLIC WORKS (cont.) 7101

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
435-7101-571.50-55	Other Capital Outlay	Parkway Ash Tree Removal/Replacement Program (ST1320)				
		Tree Services				
		Tree removals due to disease, accidents & disasters	146,330		0	
		Tree planting - replacement trees	380,520		207,900	
		Stump Removal	126,750		70,000	
		Street & Sidewalk Maintenance				
		Contract repairs of parkway damage	5,000		0	
		Equipment Rental				
		Equipment Rental	15,000		0	
		Disposal Services				
		Landfill charges and misc.	30,000		10,000	
		Agricultural Supplies				
		Materials for parkway & landscape restoration and maintenance:				
		Black dirt	1,000		1,000	
		Sod & seed	1,500		1,000	
		Fertilizers & weed killers	600		0	
		Gator bags	17,400		0	
		Prior Year Encumbrance Carryover	13,850		0	
		Chemical Ash Tree Treatment	2,500	740,450	0	289,900
		TOTAL CAPITAL OUTLAY		**740,450**		**289,900**
NON-OPERATING:						
435-9901-591.90-05	Operating Transfer Out	Transfer to General Fund		0		94,600
		Transfer to Capital Projects Fund		0		2,600,000
		Transfer to Storm Water Control Fund		0		2,700,000
		TOTAL NON-OPERATING		**0**		**5,394,600**
		TOTAL PUBLIC WORKS		**1,161,610**		**5,949,900**
		TOTAL EMERALD ASH BORER FUND		**1,161,610**		**5,949,900**


Public Works Administration
Utility Division
Water Production
Water Distribution
Sewer
Water Meter
Finance Director
Water Billing/ Cashiering

► Fund at a Glance

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

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

The operational units within the Utilities Division are as follows:

Administration and Internal Services Unit – This unit provides secretarial services and maintains department records, supervises meter readings and investigates billing and meter complaints, locates Village utilities in the field, checks locations of utility company installations and performs drafting and field engineering work.

Water Production Unit – This unit is responsible for the operation and maintenance of six deep wells, ten storage reservoirs, four booster pumping stations, six sanitary sewer lift stations and five storm water pump stations. An average of 8.6 million gallons of water per day is pumped into the distribution system.

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

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

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

► Performance Measures

	Calendar Year		
	2013	**2014**	**2015**
1. **Water Distribution**			
(a) Main breaks	205	228	158
(b) Service repairs	469	396	590
(c) Utility locates	7,532	15,405	21,090

	2013	2014	2015
2. **Water Production**			
(a) Off-hour service calls (duty man callouts)	905	976	797
(b) Phone systems (buildings / voice mail / cell)	480	264	237
(c) Security systems (SCADA / key scan / camera)	251	246	186
(d) Water system repairs (valves / pumps / starts)	88	129	125
(e) Water samples collected	1,472	1,485	1,598
(f) Emergency generators (exercise/ clean/ repair/ maint.)	1,266	1,285	1,286
3. **Sewer**			
(a) Root cutting (linear feet)	437,372	278,579	
• Sanitary	421,791	350,255	480,029
• Storm	14,275	1,922	5,970
(b) Flushing (linear feet)	145	127	
• Sanitary	949	371	206,930
• Storm	7,532	14,736	488
(c) Televising (linear feet)	7,422	8,815	
• Sanitary	6,894	1,691	971
• Storm	1,278	231	20
(d) Catch basin repair	164	127	86
(e) Catch basin cleaning	415	371	398
(f) Utility locates	7,456	14,736	15,211
(g) Sewer lining (linear feet)	7,422	8,815	5,411
4. **Water Billing Activity**			
# of metered accounts	20,956	20,987	21,032
Water consumption billed (1,000 gallons)			
Residential	1,953,429	1,577,804	1,535,441
Commercial	824,700	670,045	426,966
Industrial	65,381	199,588	329,648
Apartments	29,916	27,117	40,220
Total Consumption Billed	2,873,426	2,474,584	2,332,275
Water/sewer revenues	$13,241,794	$12,918,079	$12,888,404
5. **Water Services**			
Final reads	1,164	1,335	1,505
Miscellaneous reads	6,021	4,557	5,160
Commercial reads	13,119	13,203	13,509
Residential reads	111,445	111,263	111,650
Meter repairs	634	709	1,737
High bill work orders	369	382	379
Low consumption work orders	650	516	722
Appointments	425	456	459

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Service Charges	14,020,948	10,222,539	18,862,600	19,026,100	**19,789,600**	763,500	4.0%
Interest Income	9,300	3,606	5,000	11,000	**5,000**	(6,000)	(54.5%)
Sales/Reimbursable/Rents	104,614	101,211	88,000	84,000	**88,000**	4,000	4.8%
Other	177,461	300,721	15,000	15,000	**15,000**	0	0.0%
Total Revenues	**$14,312,323**	**$10,628,078**	**$18,970,600**	**$19,136,100**	**$19,897,600**	**$761,500**	**4.0%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$14,312,323**	**$10,628,078**	**$18,970,600**	**$19,136,100**	**$19,897,600**	**$761,500**	**4.0%**
Expenditures							
Personal Services	$5,894,818	$3,911,015	$6,213,600	$6,294,300	**$6,381,800**	$87,500	1.4%
Contractual Services	5,700,510	4,807,398	6,276,500	6,283,070	**6,377,300**	94,230	1.5%
Commodities	668,879	530,879	810,200	810,157	**739,300**	(70,857)	(8.7%)
Other Charges	1,539,347	1,036,393	1,685,200	1,685,200	**2,032,300**	347,100	20.6%
Capital Items	1,096,946	1,142,145	4,301,800	4,464,311	**3,250,900**	(1,213,411)	(27.2%)
Total Expenditures	**$14,900,500**	**$11,427,830**	**$19,287,300**	**$19,537,038**	**$18,781,600**	**($755,438)**	**(3.9%)**
Interfund Transfers Out	0	0	0	25,000	**0**	(25,000)	(100.0%)
Total Expenditures and Interfund Transfers Out	**$14,900,500**	**$11,427,830**	**$19,287,300**	**$19,562,038**	**$18,781,600**	**($780,438)**	**(4.0%)**
Revenues over (under) Expenditures	**($588,177)**	**($799,752)**	**($316,700)**	**($425,938)**	**$1,116,000**	**$1,541,938**	**(362.0%)**
BEGINNING WORKING CASH	**5,304,769**	**4,716,592**	**3,916,840**	**3,916,840**	**3,600,140**	**(316,700)**	**(8.1%)**
ENDING WORKING CASH	**$4,716,592**	**$3,916,840**	**$3,600,140**	**$3,490,902**	**$4,716,140**	**$1,225,238**	**35.1%**

WATER & SEWER FUND (505)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

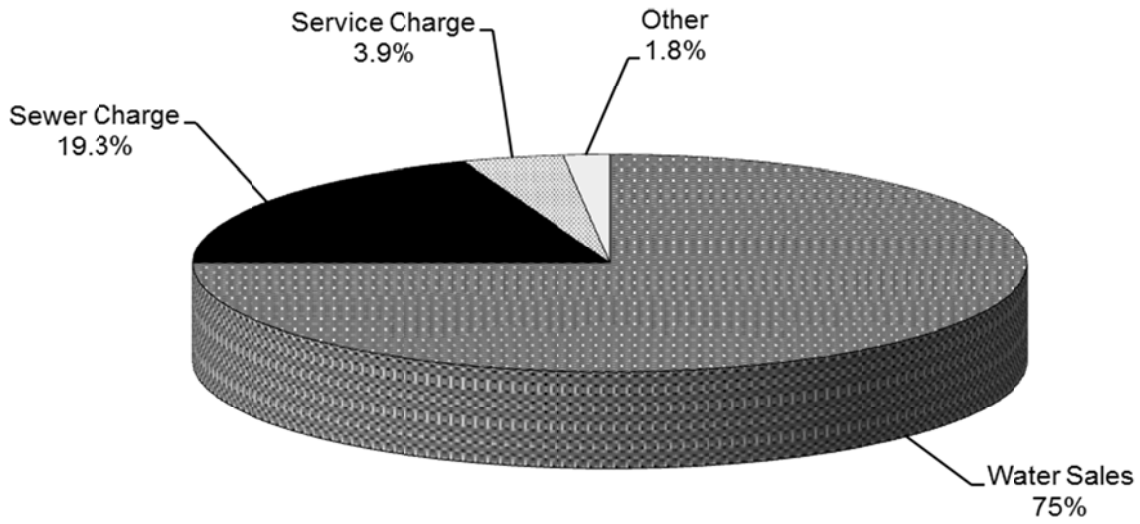
ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
Combined Rate Increase					**119.00%**	**105.00%**	**105.00%**	**105.00%**	**100.00%**	**100.00%**
WATER SALES		10,259,405	7,523,396	14,214,000	14,352,000	**14,935,000**	15,681,800	16,465,900	16,465,900	16,465,900
SEWER CHARGE		2,629,000	1,917,699	3,656,500	3,692,000	**3,862,500**	4,055,600	4,258,400	4,258,400	4,258,400
SERVICE CHARGE		768,629	515,201	750,000	750,000	**750,000**	750,000	750,000	750,000	750,000
OTHER CHARGES & FEES		363,914	266,244	243,100	234,100	**242,100**	242,100	242,100	242,100	242,100
INTEREST INCOME		9,300	3,606	5,000	11,000	**5,000**	5,000	5,000	5,000	5,000
SALES/REIMB./RENTS		104,614	101,212	87,000	82,000	**88,000**	88,000	88,000	88,000	88,000
OTHER		316,071	300,721	15,000	15,000	**15,000**	15,000	15,000	15,000	15,000
NWWC REVENUE		(138,610)	0	0	0	**0**	0	0	0	0
TOTAL REVENUES		14,312,323	10,628,078	18,970,600	19,136,100	**19,897,600**	20,837,500	21,824,400	21,824,400	21,824,400
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		5,894,817	3,911,015	6,213,600	6,294,300	**6,381,800**	6,791,800	7,083,800	7,437,990	7,809,890
Contractual Services		2,158,225	1,927,759	2,446,100	2,452,670	**2,451,300**	2,566,700	2,627,300	2,679,846	2,733,443
Northwest Water Commission		3,542,286	2,879,639	3,830,400	3,830,400	**3,926,000**	3,926,000	3,926,000	3,926,000	3,926,000
Commodities		668,878	530,879	810,200	810,157	**739,300**	783,800	799,500	815,490	831,800
Other Charges		1,495,781	1,016,726	1,585,200	1,585,200	**1,632,300**	1,681,400	1,714,700	1,648,994	1,581,974
IMET Expense		18,566	2,549	0	0	**0**	0	0	0	0
SUBTOTAL - OPERATING EXPENDITURES		13,778,553	10,268,567	14,885,500	14,972,727	**15,130,700**	15,749,700	16,151,300	16,508,320	16,883,106
BUILDING & LAND										
Public Works Annex Improvements	BL-93-02	1,518	8,261	20,000	20,000	**20,000**	20,000	20,000	20,000	0
Roof Maintenance Program	BL-95-06	38,050	74,750	107,300	107,290	**0**	0	170,000	197,800	137,000
Heating Plant/Air Conditioner Replacement	BL-96-01	0	0	0	0	**0**	5,000	0	0	0
SUBTOTAL - BUILDING & LAND		39,568	83,011	127,300	127,290	**20,000**	25,000	190,000	217,800	137,000
EQUIPMENT										
Operational Equipment - Public Works	EQ-94-01	117,546	132,017	165,000	164,965	**309,000**	130,500	115,000	155,000	170,000
Office Equipment	EQ-95-03	20,196	5,242	26,800	26,800	**15,000**	15,000	15,000	15,000	15,000
Emergency Generator Upgrades/Replaceme	EQ-99-02	104	0	815,300	815,328	**10,000**	879,500	30,000	10,000	922,400
SCADA Enhancements	EQ-15-25	0	0	30,000	30,000	**10,000**	30,000	58,000	60,000	61,500
Pumps & Motor Controls Rehab/Replacemer	EQ-15-30	0	27,980	120,600	120,620	**72,700**	189,100	155,400	141,400	106,000
Asset Based Work Management System	EQ-16-15	0	0	51,200	51,200	**0**	0	0	0	0
SUBTOTAL - EQUIPMENT		137,846	165,238	1,208,900	1,208,913	**416,700**	1,244,100	373,400	381,400	1,274,900
SEWER										
Sewer Rehab/Replacement Program	SW-90-01	276,194	214,012	325,000	325,000	**350,000**	375,000	400,000	425,000	450,000
Sewer Back-up Rebate Program	SW-15-01	25,000	17,119	100,000	100,000	**100,000**	100,000	100,000	100,000	100,000
Regent Park Gravity Sewer	SW-20-01	0	0	0	0	**0**	0	0	80,000	0
SUBTOTAL - SEWER		301,194	231,131	425,000	425,000	**450,000**	475,000	500,000	605,000	550,000
WATER										
Watermain Replacement Program	WA-90-01	392,418	496,670	1,300,000	1,300,000	**1,500,000**	2,000,000	2,500,000	3,000,000	3,500,000
Automatic Meter Reading System	WA-03-02	14,914	6,144	162,500	324,996	**0**	0	0	737,300	633,800
Water Tank Repainting	WA-11-01	236,007	170,015	883,800	883,790	**936,900**	0	1,456,900	875,000	29,000
Deep Well Rehabilitation	WA-11-02	0	7,055	294,300	294,322	**27,300**	28,100	0	0	0
SUBTOTAL - WATER		643,339	679,884	2,640,600	2,803,108	**2,464,200**	2,028,100	3,956,900	4,612,300	4,162,800
TOTAL CAPITAL EXPENDITURES		1,121,947	1,159,264	4,401,800	4,564,311	**3,350,900**	3,772,200	5,020,300	5,816,500	6,124,700
TRANSFER TO HEALTH INSURANCE FUND		0	0	0	25,000	**0**	0	0	0	0
OPERATING CONTINGENCY		0	0	0	0	**300,000**	0	0	0	0
TOTAL EXPENDITURES		14,900,500	11,427,830	19,287,300	19,562,038	**18,781,600**	19,521,900	21,171,600	22,324,820	23,007,806
BEGINNING WORKING CASH		5,304,769	4,716,592	3,916,840		**3,600,140**	4,716,140	6,031,740	6,684,540	6,184,120
REVENUES OVER (UNDER) EXPENDS.		(588,177)	(799,752)	(316,700)	(425,938)	**1,116,000**	1,315,600	652,800	(500,420)	(1,183,406)
ENDING WORKING CASH		4,716,592	3,916,840	3,600,140		**4,716,140**	6,031,740	6,684,540	6,184,120	5,000,714
Working Cash as % of Expenditures		32%	34%	19%		**25%**	31%	32%	28%	22%

WATER & SEWER FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
505-0000-452.42-00	Water Sales	10,259,405	7,523,396	14,214,000	14,352,000	**14,935,000**	583,000	4.1%
505-0000-452.43-00	Sewer Charge	2,629,000	1,917,699	3,656,500	3,692,000	**3,862,500**	170,500	4.6%
505-0000-452.44-00	Construction Use Sales	0	0	500	500	**500**	0	0.0%
505-0000-452.45-00	Service Charge	768,629	515,201	750,000	750,000	**750,000**	0	0.0%
505-0000-452.46-00	Water Connection Fees	134,787	82,333	30,000	30,000	**30,000**	0	0.0%
505-0000-452.48-00	Sewer Connection Fees	4,050	2,309	1,500	1,500	**1,500**	0	0.0%
505-0000-452.50-00	Water Capital Fees	32,990	35,003	25,000	15,000	**25,000**	10,000	66.7%
505-0000-452.52-00	Backflow Testing Fees	97,360	69,212	95,000	95,000	**95,000**	0	0.0%
505-0000-452.53-00	Penalty Late Payment	94,727	77,387	90,000	90,000	**90,000**	0	0.0%
505-0000-452.90-00	Service Reinstatement Fee	0	0	100	100	**100**	0	0.0%
	Charges for Services	**14,020,948**	**10,222,540**	**18,862,600**	**19,026,100**	**19,789,600**	**763,500**	**4.0%**
505-0000-461.02-00	Interest on Investments	4,627	3,073	5,000	11,000	**5,000**	(6,000)	(54.5%)
505-0000-462.10-00	Market Value Adjustments	4,673	533	0	0	**0**	0	N/A
	Interest Income	**9,300**	**3,606**	**5,000**	**11,000**	**5,000**	**(6,000)**	**(54.5%)**
505-0000-471.20-00	Damage to Hydrants	0	0	1,000	2,000	**1,000**	(1,000)	(50.0%)
	Property Damage	**0**	**0**	**1,000**	**2,000**	**1,000**	**(1,000)**	**(50.0%)**
505-0000-472.28-00	Sale of Scrap	495	10,325	2,000	2,000	**2,000**	0	0.0%
505-0000-472.30-00	Sale of Water Meters	90,089	78,656	70,000	60,000	**70,000**	10,000	16.7%
505-0000-472.32-00	Sale of Backflow Prevent	14,030	12,230	15,000	20,000	**15,000**	(5,000)	(25.0%)
	Sales & Rents	**104,614**	**101,211**	**87,000**	**82,000**	**87,000**	**5,000**	**6.1%**
505-0000-489.90-00	Other Income	316,071	300,721	15,000	15,000	**15,000**	0	**0.0%**
	Other	**316,071**	**300,721**	**15,000**	**15,000**	**15,000**	**0**	**0.0%**
505-0000-491.98-00	NWWC Revenue	(138,610)	0	0	0	**0**	0	N/A
	Other Financing Sources	**(138,610)**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total Water & Sewer Fund	**14,312,323**	**10,628,078**	**18,970,600**	**19,136,100**	**19,897,600**	**761,500**	**4.0%**

WATER & SEWER FUND REVENUE - Notes



ANALYSIS OF WATER & SEWER FUND REVENUES

Summary

The Water & Sewer Fund is operated primarily from user fees. Approximately 98% of the operating revenue is generated by water sales which also includes a sewer charge and a service charge. Water rates are determined by operating costs, capital improvement costs and debt service costs.

The biggest fluctuation in water sales revenue annually is due to the weather during the summer months when outdoor water consumption is greatest. When drought-like conditions are experienced and rainfall is less than average, water sales can easily increase 10% or $1,000,000 over annual average sales amounts. Only a couple of weeks without rainfall can trigger increased consumption in the form of lawn watering. The addition of new consumers also creates increases in revenue. The Village of Arlington Heights is essentially built-out; vacant, undeveloped land is scarce. Some residences and a few businesses continue to maintain private wells. When large consumers convert or abandon these private wells and connect to the Village's water system, a consistent increase in revenue can be realized. Redevelopment of single family home sites to multi-family or mixed use (residential and commercial) areas can also increase water sales although not to the extent a large subdivision on previously vacant land can.

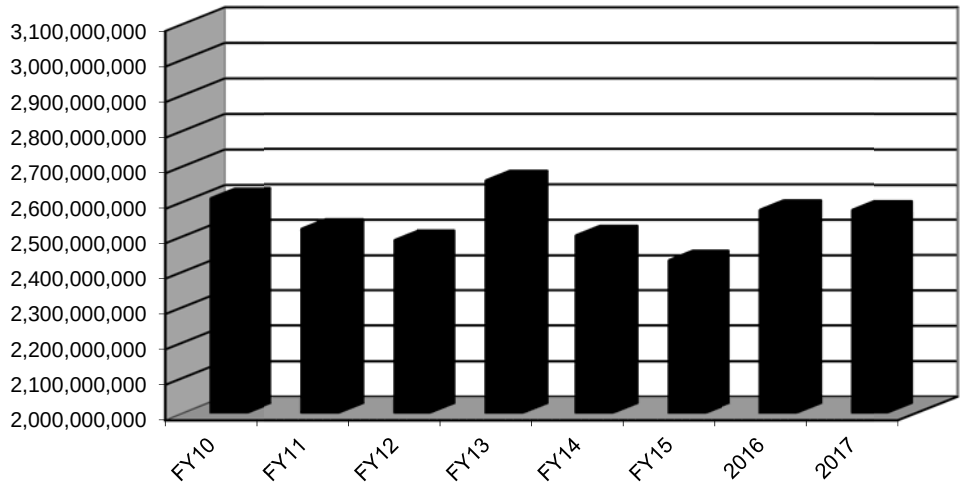
As needed, water rate studies are conducted to insure adequate system maintenance and improvements are provided for. Effective January 1, 2016 water rates increased 88¢ per 1,000 gallons and sewer rates increased 22¢ per 1,000 gallons. Reserve balances are also reviewed so that emergency situations can be accommodated and uninterrupted service can be provided to the residents of Arlington Heights.

452.42 Water Sales

Fresh potable water is delivered from Lake Michigan and sold to customers at a rate of $5.52/1,000 gallons. Residential and commercial water meters located on the customer's property are read electronically by radio frequency and billed on a bi-monthly basis. There is no minimum charge for water consumption. Only water consumed is billed to the customer.

Fiscal Year	Water Sales	Sewer Charge	Service Charge	Total	$ Inc (Dec)	% Inc (Dec)
2011 Actual	10,319,857	1,392,361	760,387	12,472,605	801,170	6.86%
2012 Actual	10,219,898	1,670,571	763,636	12,654,105	181,500	1.46%
2013 Actual	11,157,796	2,083,999	765,546	14,007,341	1,353,236	10.69%
2014 Actual	10,669,713	2,355,187	766,014	13,790,914	(216,427)	(1.55%)
2015 Actual	10,259,405	2,629,000	768,629	13,657,034	(133,880)	(0.97%)
8-Mo.Dec. 2015 Actual	7,523,396	1,917,699	515,201	9,956,296	(3,700,738)	(27.10%)
2016 Est Actual	14,214,000	3,656,500	750,000	18,620,500	8,664,204	87.02%
2017 Budget	14,935,000	3,862,500	750,000	19,547,500	927,000	4.98%

GALLONS SOLD



452.43 Sewer Charge

Waste water is conveyed through underground conduits to the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for treatment. The MWRDGC is funded by real estate taxes and is a separate governmental agency. The underground piping or conveyance system is constructed and maintained by the Village of Arlington Heights for its customers. The sewer charge is $1.42/1,000 gallons of fresh water consumed during a billing cycle.

452.45 Service Charge

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

452.46 – 452.48 Water & Sewer Connection Fees

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

452.52 Backflow Testing Fees

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

452.53 Penalty Late Payment

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

461.02 Interest on Investments

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

472.30 Sale of Water Meters

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

472.32 Sale of Backflow Preventers

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

Finance 0501

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
505-0501-503.10-01	Salaries	545,077	350,182	574,100	578,400	**596,700**	18,300	3.2%
505-0501-503.18-01	Temporary Help	0	0	1,100	1,100	**1,100**	0	0.0%
505-0501-503.18-05	Overtime Civilian	0	0	500	500	**500**	0	0.0%
	Salaries	**545,077**	**350,182**	**575,700**	**580,000**	**598,300**	**18,300**	**3.2%**
505-0501-503.19-01	Workers Compensation	1,100	800	1,200	1,200	**1,200**	0	0.0%
505-0501-503.19-05	Medical Insurance	101,200	74,100	128,900	128,900	**105,000**	(23,900)	(18.5%)
505-0501-503.19-10	IMRF	74,120	45,392	75,100	75,700	**78,100**	2,400	3.2%
505-0501-503.19-11	Social Security	32,782	20,967	35,700	36,000	**37,100**	1,100	3.1%
505-0501-503.19-12	Medicare	7,667	4,903	8,300	8,400	**8,700**	300	3.6%
	Fringe Benefits	**216,869**	**146,162**	**249,200**	**250,200**	**230,100**	**(20,100)**	**(8.0%)**
505-0501-503.20-05	Professional Services	14,100	12,960	15,000	16,100	**16,400**	300	1.9%
505-0501-503.21-65	Other Services	73,450	52,010	87,200	87,200	**88,000**	800	0.9%
505-0501-503.22-03	Training	10	0	500	1,000	**1,100**	100	10.0%
505-0501-503.22-05	Postage	61,105	40,126	62,000	68,400	**70,400**	2,000	2.9%
505-0501-503.22-10	Printing	7,007	420	12,500	12,500	**13,000**	500	4.0%
505-0501-503.22-25	IT/GIS Service Charge	93,800	71,800	57,700	57,700	**58,100**	400	0.7%
	Contractual Services	**249,472**	**177,316**	**234,900**	**242,900**	**247,000**	**4,100**	**1.7%**
505-0501-503.30-05	Office Supplies & Equip	0	294	4,200	4,200	**4,300**	100	2.4%
	Commodities	**0**	**294**	**4,200**	**4,200**	**4,300**	**100**	**2.4%**
505-0501-503.40-87	Sewer Backup Rebate Prg	25,000	25,000	100,000	100,000	**100,000**	0	0.0%
	Other Charges	**25,000**	**25,000**	**100,000**	**100,000**	**100,000**	**0**	**0.0%**
	Total Finance	**1,036,418**	**698,954**	**1,164,000**	**1,177,300**	**1,179,700**	**2,400**	**0.2%**

Water Utility Operations 7201

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
505-7201-561.10-01	Salaries	3,174,891	2,150,540	3,280,900	3,351,800	**3,409,100**	57,300	1.7%
505-7201-561.18-01	Temporary Help	17,389	20,021	28,600	28,600	**29,300**	700	2.4%
505-7201-561.18-05	Overtime Civilian	239,219	170,221	390,500	390,500	**400,300**	9,800	2.5%
	Salaries	**3,431,499**	**2,340,782**	**3,700,000**	**3,770,900**	**3,838,700**	**67,800**	**1.8%**
505-7201-561.19-01	Workers Compensation	229,200	158,200	243,200	243,200	**250,500**	7,300	3.0%
505-7201-561.19-05	Medical Insurance	690,600	424,800	682,900	682,900	**673,000**	(9,900)	(1.4%)
505-7201-561.19-10	IMRF	490,201	311,440	479,800	482,600	**497,900**	15,300	3.2%
505-7201-561.19-11	Social Security	216,919	145,413	229,200	230,500	**237,600**	7,100	3.1%
505-7201-561.19-12	Medicare	51,003	34,036	53,600	54,000	**55,700**	1,700	3.1%
505-7201-561.19-15	Compensated Absences	23,450	0	0	0	**0**	0	N/A
	Fringe Benefits	**1,701,373**	**1,073,889**	**1,688,700**	**1,693,200**	**1,714,700**	**21,500**	**1.3%**

Water Utility Operations (continued) 7201

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
505-7201-561.20-05	Professional Services	36,142	59,690	55,900	55,900	**59,800**	3,900	7.0%
505-7201-561.20-40	General Insurance	54,000	38,000	59,600	59,600	**62,600**	3,000	5.0%
505-7201-561.21-02	Equipment Maintenance	17,583	16,010	68,600	68,570	**51,500**	(17,070)	(24.9%)
505-7201-561.21-11	Building Maintenance	808	2,948	5,000	5,000	**10,000**	5,000	100.0%
505-7201-561.21-20	Pumping Station Maint	16,377	0	18,000	18,000	**20,000**	2,000	11.1%
505-7201-561.21-25	Sewer Collection System	11,808	9,890	15,500	15,000	**25,000**	10,000	66.7%
505-7201-561.21-30	Water Distribution System	319,891	356,308	365,100	365,100	**370,300**	5,200	1.4%
505-7201-561.21-35	Meter Installation	150,608	165,350	185,000	185,000	**185,000**	0	0.0%
505-7201-561.21-36	Equipment Rental	99,828	178,082	185,000	185,000	**181,000**	(4,000)	(2.2%)
505-7201-561.21-50	Utility Services	372,787	258,066	384,000	384,000	**393,600**	9,600	2.5%
505-7201-561.21-53	Northwest Water Com	3,542,286	2,879,639	3,830,400	3,830,400	**3,926,000**	95,600	2.5%
505-7201-561.21-62	Disposal Services	29,683	28,855	73,400	73,400	**73,400**	0	0.0%
505-7201-561.21-65	Other Services	58,479	26,330	61,000	61,000	**31,400**	(29,600)	(48.5%)
505-7201-561.22-02	Dues	4,914	2,277	5,000	5,000	**5,000**	0	0.0%
505-7201-561.22-03	Training	10,002	10,466	15,500	14,600	**16,600**	2,000	13.7%
505-7201-561.22-05	Postage	234	84	2,200	2,200	**1,500**	(700)	(31.8%)
505-7201-561.22-10	Printing	1,284	1,056	1,800	1,800	**2,500**	700	38.9%
505-7201-561.22-20	Annual Consumer Report	12,738	13,010	10,000	10,000	**6,000**	(4,000)	(40.0%)
505-7201-561.22-25	IT/GIS Service Charge	186,200	140,600	153,100	153,100	**153,300**	200	0.1%
505-7201-561.22-30	Claims & Refunds	56,427	455	10,000	10,000	**10,000**	0	0.0%
505-7201-561.22-37	Vehicle/Equip Lease Chrg	399,900	417,000	507,500	507,500	**507,800**	300	0.1%
505-7201-561.22-70	Telephone Services	69,060	25,966	30,000	30,000	**38,000**	8,000	26.7%
	Contractual Services	**5,451,039**	**4,630,082**	**6,041,600**	**6,040,170**	**6,130,300**	**90,130**	**1.5%**
505-7201-561.30-01	Publications Periodicals	190	0	500	500	**500**	0	0.0%
505-7201-561.30-05	Office Supplies & Equip	5,039	3,257	5,200	5,200	**5,200**	0	0.0%
505-7201-561.30-30	Data System Supplies	858	668	1,700	1,700	**2,200**	500	29.4%
505-7201-561.30-35	Clothing	17,026	16,952	24,700	24,700	**24,700**	0	0.0%
505-7201-561.30-50	Petroleum Products	69,753	37,387	72,800	72,800	**64,600**	(8,200)	(11.3%)
505-7201-561.31-01	Water Distribution Sup	172,555	234,023	185,300	185,324	**177,500**	(7,824)	(4.2%)
505-7201-561.31-02	Meters Backflow Devices	99,209	28,675	169,400	169,356	**136,000**	(33,356)	(19.7%)
505-7201-561.31-05	Pumping and Storage Sup	8,737	15,041	29,100	29,078	**25,000**	(4,078)	(14.0%)
505-7201-561.31-07	Sewer Collection Supplies	19,022	38,264	30,400	30,399	**23,500**	(6,899)	(22.7%)
505-7201-561.31-40	Agricultural Supplies	11,612	3,900	13,300	13,300	**13,300**	0	0.0%
505-7201-561.31-55	Building Supplies	12,053	15,000	12,500	12,500	**13,500**	1,000	8.0%
505-7201-561.31-60	Chemicals	2,899	4,248	10,000	10,000	**10,000**	0	0.0%
505-7201-561.31-65	Other Equip & Supplies	98,427	37,482	91,100	91,100	**78,500**	(12,600)	(13.8%)
505-7201-561.31-85	Small Tools and Equipment	11,826	9,740	15,000	15,000	**15,500**	500	3.3%
505-7201-561.31-90	Street and Sidewalk Sup	132,492	76,355	125,000	125,000	**125,000**	0	0.0%
505-7201-561.33-05	Other Supplies	7,180	9,593	20,000	20,000	**20,000**	0	0.0%
	Commodities	**668,878**	**530,585**	**806,000**	**805,957**	**735,000**	**(70,957)**	**(8.8%)**
505-7201-561.40-75	Administrative Serv Charge	1,481,000	1,022,000	1,571,200	1,571,200	**1,618,300**	47,100	3.0%
505-7201-561.40-77	Bad Debt Expense	1,389	1,102	0	0	**0**	0	N/A
505-7201-561.42-79	OPEB Liability Expense	13,392	(14,258)	14,000	14,000	**14,000**	0	0.0%
	Other Charges	**1,495,781**	**1,008,844**	**1,585,200**	**1,585,200**	**1,632,300**	**47,100**	**3.0%**
505-7201-561.50-10	Office Equipment	20,196	5,242	26,800	26,800	**15,000**	(11,800)	(44.0%)
505-7201-561.50-10	Office Equip - Asset Work	0	0	51,200	51,200	**0**	(51,200)	(100.0%)
505-7201-561.50-15	Other Equipment	138,644	174,396	1,130,900	1,130,913	**401,700**	(729,213)	(64.5%)
505-7201-561.50-20	Building Improvements	39,568	83,011	127,300	127,290	**20,000**	(107,290)	(84.3%)
505-7201-561.50-95	Fixed Asset Acquisition	(20,995)	(107,900)	0	0	**0**	0	N/A
	Capital Outlay	**177,413**	**154,749**	**1,336,200**	**1,336,203**	**436,700**	**(899,503)**	**(67.3%)**
	Total Water Utility Operations	**12,925,983**	**9,738,931**	**15,157,700**	**15,231,630**	**14,487,700**	**(743,930)**	**(4.9%)**

WATER & SEWER FUND

EXPENDITURES

Capital Projects 9001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
505-9001-571.50-25	Construction in Progress	919,533	987,396	2,965,600	3,128,108	**2,814,200**	(313,908)	(10.0%)
	Capital Outlay	**919,533**	**987,396**	**2,965,600**	**3,128,108**	**2,814,200**	**(313,908)**	**(10.0%)**
	Total Capital Projects	**919,533**	**987,396**	**2,965,600**	**3,128,108**	**2,814,200**	**(313,908)**	**(10.0%)**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
505-9901-591.40-78	IMET Expense	18,566	2,549	0	0	**0**	0	N/A
505-9901-591.40-96	Operating Contingency	0	0	0	0	**300,000**	300,000	N/A
505-9901-591.90-05	Operating Transfer Out	0	0	0	25,000	**0**	(25,000)	(100.0%)
	Other Financing Uses	**18,566**	**2,549**	**0**	**25,000**	**300,000**	**275,000**	**1100.0%**
	Total Non-Operating	**18,566**	**2,549**	**0**	**25,000**	**300,000**	**275,000**	**1100.0%**
	Total Water & Sewer Fund	**14,900,500**	**11,427,830**	**19,287,300**	**19,562,038**	**18,781,600**	**(780,438)**	**(4.0%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1705	Customer Service Supervisor	B21	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1710	Account Clerk II	A13	6.00	5.50	(0.50)
1806	Accounting Assistant	A13	0.50	0.50	
	Total F-T-E		**8.50**	**8.00**	**(0.50)**

Finance Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	9.50	9.50	
505	Water & Sewer Fund	8.50	8.00	(0.50)
	Total F-T-E All Funds	**18.00**	**17.50**	**(0.50)**

FINANCE 0501

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
505-0501-503.10-01	Salaries	Salaries		578,400		596,700
505-0501-503.18-01	Temporary Help	Temporary Help		1,100		1,100
505-0501-503.18-05	Overtime Civilian	Overtime Civilian		500		500
		TOTAL SALARIES		**580,000**		**598,300**
FRINGE BENEFITS:						
505-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance		1,200		1,200
505-0501-503.19-05	Medical Insurance	Medical Insurance		128,900		105,000
505-0501-503.19-10	IMRF	IMRF		75,700		78,100
505-0501-503.19-11	Social Security	Social Security		36,000		37,100
505-0501-503.19-12	Medicare	Medicare		8,400		8,700
		TOTAL FRINGE BENEFITS		**250,200**		**230,100**
CONTRACTUAL SERVICES:						
505-0501-503.20-05	Professional Services	Annual audit (30% share)	14,000		14,300	
		Annual actuarial valuation of post employment benefits (30% share)	2,100	16,100	2,100	16,400
505-0501-503.21-65	Other Services	Outsourcing of water billing services	19,900		20,000	
		Bank fees for credit card payment program	47,600		48,000	
		Bank service charges, lien filing and processing	19,700	87,200	20,000	88,000
505-0501-503.22-03	Training	GFOA programs		1,000		1,100
505-0501-503.22-05	Postage	Mailing of water bills and notices		68,400		70,400
505-0501-503.22-10	Printing	Water bills, envelopes and shut off notices		12,500		13,000
505-0501-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		57,700		58,100
		TOTAL CONTRACTUAL SERVICES		**242,900**		**247,000**
COMMODITIES:						
505-0501-503.30-05	Office Supplies & Equip	Miscellaneous supplies & equipment		4,200		4,300
		TOTAL COMMODITIES		**4,200**		**4,300**

FINANCE (cont.) 0501

Account Number	Account Title	Description	Budget 2016	Budget 2017
OTHER CHARGES:				
505-0501-503.40-87	Sewer Backup Rebate Prg	Sanitary sewer flood prevention rebate program (SW1501)	100,000	100,000
		TOTAL OTHER CHARGES	**100,000**	**100,000**
		TOTAL FINANCE	**1,177,300**	**1,179,700**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1370	Supt. of Utilities	C51	1.00	1.00	
1360	Public Works Services Coord.	P12	1.00	1.00	
1383	Water Production Foreman II	P12	1.00	1.00	
1385	Foreman I	P10	2.00	2.00	
1470	Electronics Technician I	P08	1.00	1.00	
1390	Crew Chief	P07	3.00	3.00	
1405	Electrician I	P06	1.00	1.00	
1485	Pump Operator	P06	5.00	5.00	
1480	Water Services Supervisor	P05	1.00	1.00	
1415	Maintenance Worker II	P04	14.00	14.00	
1420	Maintenance Worker I	P03	4.00	4.00	
1488	Water Meter Technician	P03	2.00	2.00	
1495	Water Meter Reader	P01	0.50	0.50	
1723	Administrative Support Coordinator	B22	1.00	1.00	
1745	Staff Assistant	A12	2.00	2.00	
1715	Account Clerk I	A12	0.25	0.25	
1487	Drafter	A12	1.00	1.00	
	Total F-T-E		**40.75**	**40.75**	**0.00**

Public Works Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	41.25	41.25	
435	Emerald Ash Borer (EAB) Fund	1.00	1.00	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	**93.50**	**93.50**	**0.00**

WATER UTILITY OPERATIONS 7201

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
505-7201-561.10-01	Salaries	Salaries		3,351,800		3,409,100
505-7201-561.18-01	Temporary Help	Temporary Help		28,600		29,300
505-7201-561.18-05	Overtime Civilian	Overtime Civilian		390,500		400,300
		TOTAL SALARIES		**3,770,900**		**3,838,700**
FRINGE BENEFITS:						
505-7201-561.19-01	Workers' Compensation	Workers' Compensation Insurance		243,200		250,500
505-7201-561.19-05	Medical Insurance	Medical Insurance		682,900		673,000
505-7201-561.19-10	IMRF	IMRF		482,600		497,900
505-7201-561.19-11	Social Security	Social Security		230,500		237,600
505-7201-561.19-12	Medicare	Medicare		54,000		55,700
		TOTAL FRINGE BENEFITS		**1,693,200**		**1,714,700**
CONTRACTUAL SERVICES:						
505-7201-561.20-05	Professional Services	Samples - Environmental Protection Agency & others, incl. lead sampling	28,100		28,100	
		Consulting engineer studies	27,800		31,700	
		Prior Year Encumbrance Carryover	0	55,900	0	59,800
505-7201-561.20-40	General Insurance	Liability and property insurance		59,600		62,600
505-7201-561.21-02	Equipment Maintenance	Maintenance of water & sewer control and information system, cathodic protection, chemical feed equipment, office equipment, tracers and detectors	30,900		30,900	
		Emergency generator maintenance	8,900		10,400	
		AMR support	10,200		10,200	
		Prior Year Encumbrance Carryover	18,570	68,570	0	51,500
505-7201-561.21-11	Building Maintenance	Miscellaneous building repairs	5,000		10,000	
		Door replacement	0	5,000	0	10,000
505-7201-561.21-20	Pumping Station Maint	Miscellaneous pump repairs		18,000		20,000
505-7201-561.21-25	Sewer Collection Systems	Lift station repairs	7,500		7,500	
		Emergency repairs	7,500	15,000	17,500	25,000

WATER UTILITY OPERATIONS (cont.) 7201

Account Number	Account Title	Description	Budget 2016		Budget 2017	
505-7201-561.21-30	Water Distribution System	Contract landscape repairs for main break damage	0		7,500	
		Contract roadway repairs for main break damage	347,800		347,800	
		Emergency repairs	17,300	365,100	15,000	370,300
505-7201-561.21-35	Meter Installation	Installation of replacement meters, testing and repair of larger meters and backflow preventers		185,000		185,000
505-7201-561.21-36	Equipment Rental	Misc. rental of tapping equipment, tools, etc.	4,300		4,300	
		Debris and spoil hauling	151,700		151,700	
		Heavy equipment rental	29,000	185,000	25,000	181,000
505-7201-561.21-50	Utility Services	Electrical energy for pumping water, operating lift stations & misc. uses; natural gas for standby power (minimum charges)		384,000		393,600
505-7201-561.21-53	Northwest Water Comm	Contribution per Commission agreement		3,830,400		3,926,000
505-7201-561.21-62	Disposal Services	Disposal and landfill		73,400		73,400
505-7201-561.21-65	Other Services	Turf/landscape maintenance	26,600		0	
		JULIE charge	13,000		10,000	
		State of Illinois NPDES permit fees (State mandate)	21,400	61,000	21,400	31,400
505-7201-561.22-02	Dues	Dues		5,000		5,000
505-7201-561.22-03	Training	Production Unit				
		Illinois Section AWWA Annual Meeting	2,400		1,800	
		Continuing education for licensed water operators	1,400		1,000	
		Miscellaneous seminars	300		0	
		Distribution Unit				
		Miscellaneous seminars	200		0	
		Sewer Unit				
		GIS Training	0		2,000	
		Sewer Cleaner Symposium (Federal Mandate Requirement)	2,400		2,400	
		NASSCO Certification	0		2,000	
		Administration				
		AWWA Annual programs	2,000		0	
		Illinois Section AWWA Annual Meeting	2,400		3,000	
		AWWA Annual conference	2,800		2,400	
		APWA Conference	0		2,000	
		Miscellaneous meeting expenses	700	14,600	0	16,600
505-7201-561.22-05	Postage	Misc. postage and freight charges	1,500		1,500	
		Bi-weekly & monthly water sample shipping	700	2,200	0	1,500
505-7201-561.22-10	Printing	Misc. notices, door hangers, envelopes, work management sheets		1,800		2,500

WATER UTILITY OPERATIONS (cont.) **7201**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
505-7201-561.22-20	Annual Consumer Report	Publication of "Consumer Confidence Report" (Federal mandate)		10,000		6,000
505-7201-561.22-25	IT/GIS Service Charge	IT/GIS service charge		153,100		153,300
505-7201-561.22-30	Claims and Refunds	Overpayment refunds, damage claims, reimbursement for maintenance due to system malfunctions		10,000		10,000
505-7201-561.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		507,500		507,800
505-7201-561.22-70	Telephone Services	Leased lines for monitoring utility system; cell phone charges		30,000		38,000
		TOTAL CONTRACTUAL SERVICES		**6,040,170**		**6,130,300**
COMMODITIES:						
505-7201-561.30-01	Publications/Periodicals	Miscellaneous publications		500		500
505-7201-561.30-05	Office Supplies & Equip.	General office supplies		5,200		5,200
505-7201-561.30-30	Data Systems Supplies	Charts, paper, mag tapes	700		700	
		Control boards	300		300	
		Miscellaneous electronic supplies	700	1,700	1,200	2,200
505-7201-561.30-35	Clothing	Uniform rental and cleaning	3,700		3,700	
		Miscellaneous clothing	10,400		10,400	
		Personal Protective Equipment	10,600		10,600	
		Prior Year Encumbrance Carryover	0	24,700	0	24,700
505-7201-561.30-50	Petroleum Products	Fuel for vehicles and equipment		72,800		64,600
505-7201-561.31-01	Water Distrib Supplies	Clamps and cut-in-sleeves	138,500		138,500	
		Service supplies	20,000		20,000	
		Damage repair (reimbursable)	3,500		3,500	
		New water tap & water service (resale)	9,000		9,000	
		Submersible pumps (110 volt)	2,500		2,500	
		Miscellaneous	4,000		4,000	
		Prior Year Encumbrance Carryover	7,824	185,324	0	177,500
505-7201-561.31-02	Meters/Backflow Devices	Meter repair parts	40,000		40,000	
		Backflow prevention	25,000		25,000	
		Meters (exchange/replace)	40,000		40,000	
		Water meters (resale)	25,000		25,000	
		Backflow (resale)	6,000		6,000	
		Prior Year Encumbrance Carryover	33,356	169,356	0	136,000
505-7201-561.31-05	Pumping/Storage Supplies	Replacement materials for pipes, pumps, pump parts, etc.	25,000		25,000	
		Prior Year Encumbrance Carryover	4,078	29,078	0	25,000

WATER UTILITY OPERATIONS (cont.) **7201**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
505-7201-561.31-07	Sewer Collection Supplies	Sewer pipe, manholes, catch basins	6,500		5,500	
		Sand, brick, cement, rings	6,500		6,000	
		Sewer clamps and covers	6,500		6,000	
		Frames and grates	6,500		6,000	
		Prior Year Encumbrance Carryover	4,399	30,399	0	23,500
505-7201-561.31-40	Agricultural Supplies	Materials for repairing parkways due to main breaks and sewer blockages and for maintaining well sites:				
		Black dirt	8,200		8,200	
		Sod, seed and plants	4,100		4,100	
		Fertilizers and chemicals	1,000	13,300	1,000	13,300
505-7201-561.31-55	Building Supplies	Electrical, plumbing & hardware supplies, lumber & paint for maintenance & building repairs		12,500		13,500
		Prior Year Encumbrance Carryover		0		0
505-7201-561.31-60	Chemicals	Chlorine gas	3,900		3,900	
		Test kits, buffer solution & misc supplies	3,900		3,900	
		Grease emulsifier	2,200	10,000	2,200	10,000
505-7201-561.31-65	Other Equip. & Supplies	Telemetry cabinet modifications	5,000		5,000	
		Pump controller/sequencer modifications	2,000		2,000	
		Electrical control parts, breakers	5,000		5,000	
		Engine/generator supplies	5,000		8,000	
		Electric cables	2,000		2,000	
		Batteries	5,000		8,000	
		Hoses (sewer flusher)	10,000		7,500	
		Miscellaneous supplies	5,000		5,500	
		Concrete blades	15,000		5,000	
		Sewer televising system supplies	2,000		2,000	
		Root cutters, blades & shoes	8,000		10,000	
		Chlorine system components	6,000		7,000	
		Magnetic valve box locators (2)	1,000		1,500	
		SCADA computer	6,000		7,000	
		Transducers	3,000		3,000	
		Prior Year Encumbrance Carryover	11,100	91,100	0	78,500
505-7201-561.31-85	Small Tools & Equipment	Misc. expendable hand tools & equipment		15,000		15,500
505-7201-561.31-90	Street & Sidewalk Supplies	Materials for restoration of streets and parkways due to water main breaks and repairs:				
		Asphalt	15,000		15,000	
		Concrete	28,000		28,000	
		Gravel	75,000		75,000	
		Miscellaneous materials	7,000		7,000	
		Prior Year Encumbrance Carryover	0	125,000	0	125,000
505-7201-561.33-05	Other Supplies	Misc. equipment and supplies		20,000		20,000
		TOTAL COMMODITIES		**805,957**		**735,000**

WATER UTILITY OPERATIONS (cont.) 7201

Account Number	Account Title	Description	Budget 2016		Budget 2017	
OTHER CHARGES:						
505-7201-561.40-75	Admin Service Charge	Costs of personal services and materials purchased from General Fund but benefiting Water Utility Operations		1,571,200		1,618,300
505-7201-561.42-79	OPEB Liability Expense	OPEB liability expense		14,000		14,000
		TOTAL OTHER CHARGES		**1,585,200**		**1,632,300**
CAPITAL OUTLAY:						
505-7201-561.50-10	Office Equipment	Desk, chair & file cabinet repl (EQ9503)	12,500		15,000	
		Prior Year Encumbrance Carryover	4,300		0	
		Replacement photo copier (EQ9503)	10,000		0	
		Asset Based Work Mgmt Sys (EQ1615)	51,200	78,000	0	15,000
505-7201-561.50-15	Other Equipment	Water Operational Equipment (EQ9401)	139,700		309,000	
		Prior Year Encumbrance Carryover	25,265		0	
		Emergency Generator Upgrades and Replacement (EQ9902)	805,700		10,000	
		Prior Year Encumbrance Carryover	9,628		0	
		SCADA Enhancements (EQ1525)	30,000		10,000	
		Pump & Motor Controls Rehab and Replacement (EQ1530)	94,900		72,700	
		Prior Year Encumbrance Carryover	25,720	1,130,913	0	401,700
505-7201-561.50-20	Building Improvements	PW Annex improvements (BL9302)	20,000		20,000	
		Roof Maintenance Program - Well #13 roof replacement (BL9506)	103,300		0	
		Prior Year Encumbrance Carryover	3,990	127,290	0	20,000
		TOTAL CAPITAL OUTLAY		**1,336,203**		**436,700**
		TOTAL WATER UTILITY		**15,231,630**		**14,487,700**

CAPITAL PROJECTS 9001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CAPITAL OUTLAY:						
505-9001-571.50-25	Construction in Progress	Sewer Rehab/Replacement Program (SW9001)	325,000		350,000	
		Watermain Replacement Program (WA9001)	1,300,000		1,500,000	
		Prior Year Encumbrance Carryover	0		0	
		Automatic Meter Reading System (WA0302)	102,200		0	
		Prior Year Encumbrance Carryover	6,696		0	
		Water Tank Repainting (WA1101)	1,084,300		936,900	
		Prior Year Encumbrance Carryover	15,590		0	
		Deep Well Rehabilitation (WA1102)	291,700		27,300	
		Prior Year Encumbrance Carryover	2,622	3,128,108	0	2,814,200
		TOTAL CAPITAL OUTLAY		**3,128,108**		**2,814,200**
		TOTAL CAPITAL PROJECTS		**3,128,108**		**2,814,200**

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2016	Budget 2017
OTHER CHARGES:				
505-9901-591.40-96	Operating Contingency	Operating Contingency	0	300,000
		TOTAL OTHER CHARGES	**0**	**300,000**
NON-OPERATING:				
505-9901-591.90-05	Operating Transfer Out	Operating Transfer Out To fund medical insurance (contingency)	25,000	0
		TOTAL NON-OPERATING	**25,000**	**0**
		TOTAL NON-OPERATING	**25,000**	**300,000**
		TOTAL WATER & SEWER FUND	**19,562,038**	**18,781,600**

ARTS, ENTERTAINMENT & EVENTS FUND

ARTS, ENTERTAINMENT & EVENTS FUND 515

► Fund at a Glance

The Arts, Entertainment & Events (A&E) Fund was established to account for the Village's costs associated with Village presentation and participation in arts, theatrical and other community events. 25% of the Village's 1.25% Food & Beverage Tax (FBT) is used as a dedicated source of revenue for this fund.

Restrictions:

VILLAGE POLICY – The Village finances the items listed in this fund through a portion of the Food & Beverage Tax (FBT). Effective September 2004, the Village's total FBT was raised from 1% to 1.25%. Initially, .25% or 20% of the FBT was deposited directly into the A&E Fund. In 2015 the Village Board approved increasing the amount of the FBT that is allocated to the A & E Fund to 25%.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$498,638	$367,339	$648,700	$645,000	**$661,700**	$16,700	2.6%
Fees	21,027	66,788	98,500	98,500	**91,500**	(7,000)	(7.1%)
Interest Income	1,829	605	2,500	2,500	**2,500**	0	0.0%
Other	33,826	18,500	39,500	39,500	**39,500**	0	0.0%
Total Revenues	**$555,320**	**$453,232**	**$789,200**	**$785,500**	**$795,200**	**$9,700**	**1.2%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Capital Reserves	0	0	104,490	104,690	128,000	23,310	22.3%
Total Revenues and Interfund Transfers In	**$555,320**	**$453,232**	**$893,690**	**$890,190**	**$923,200**	**$33,010**	**3.7%**
Expenditures							
Personal Services	$124,170	$114,182	$133,447	$127,100	**$140,700**	$13,600	10.7%
Contractual Services	23,750	0	0	0	**0**	0	N/A
Commodities	25,153	24,800	25,000	29,800	**44,500**	14,700	49.3%
Other Charges	724,861	333,636	562,852	562,121	**550,100**	(12,021)	(2.1%)
Capital Items	25,272	30,655	138,390	158,580	**163,000**	4,420	2.8%
Total Expenditures	**$923,206**	**$503,273**	**$859,689**	**$877,601**	**$898,300**	**$20,699**	**2.4%**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$923,206**	**$503,273**	**$859,689**	**$877,601**	**$898,300**	**$20,699**	**2.4%**
Revenues over (under) Expenditures	**($367,886)**	**($50,041)**	**$34,001**	**$12,589**	**$24,900**	**$12,311**	**97.8%**
BEGINNING WORKING CASH	**421,817**	**53,931**	**3,890**	**3,890**	**37,891**	**34,001**	**874.1%**
ENDING WORKING CASH	**$53,931**	**$3,890**	**$37,891**	**$16,479**	**$62,791**	**$46,312**	**281.0%**

ARTS, ENTERTAINMENT & EVENTS FUND (515)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
FOOD & BEVERAGE TAX		498,638	367,340	648,700	645,000	**661,700**	674,900	688,400	702,200	716,200
BUILDING MANAGEMENT FEE		18,000	12,000	18,000	18,000	**18,000**	18,000	18,000	18,000	18,000
CAM CHARGES		0	50,950	76,500	76,500	**69,400**	69,400	69,400	69,400	69,400
SPECIAL DETAIL PUBLIC WORKS		3,027	3,837	4,000	4,000	**4,100**	4,200	4,300	4,400	4,500
INTEREST INCOME		1,829	605	2,500	2,500	**2,500**	2,500	2,500	2,500	2,500
HEARTS OF GOLD		16,993	0	18,000	18,000	**18,000**	18,000	18,000	18,000	18,000
PREMIUM SPONSOR		1,358	0	7,500	7,500	**7,500**	7,500	7,500	7,500	7,500
SOUNDS OF SUMMER		14,250	18,500	14,000	14,000	**14,000**	14,000	14,000	14,000	14,000
OTHER INCOME		1,225	0	0	0	**0**	0	0	0	0
CAPITAL RESERVES		0	0	104,490	104,690	**128,000**	108,000	85,000	58,000	80,000
TOTAL REVENUES		555,320	453,232	893,690	890,190	**923,200**	916,500	907,100	894,000	930,100
EXPENDITURES										
EVENTS										
Arlington Spring Sweep	AE-13-01	3,171	0	3,000	2,800	**3,200**	3,300	3,400	3,500	3,600
Autumn Harvest	AE-10-01	10,351	9,088	11,600	11,600	**11,900**	12,100	12,300	12,500	12,800
Community Awareness Events	AE-06-46	2,891	550	6,000	6,621	**6,000**	6,100	6,200	6,300	6,400
Family Field Day Health Event	AE-17-02	0	0	0	0	**3,000**	0	0	0	0
Frontier Days	AE-06-18	21,000	17,400	23,000	21,000	**23,400**	23,900	24,400	24,900	25,400
Halloween	AE-06-20	3,800	3,800	4,000	4,000	**4,100**	4,200	4,300	4,400	4,500
Hearts of Gold	AE-06-22	16,501	0	18,000	18,000	**18,000**	18,000	18,000	18,000	18,000
Irish Fest	AE-06-24	3,400	3,500	3,700	3,700	**4,100**	4,200	4,300	4,400	4,500
July 4th Parade	AE-06-26	15,600	12,700	18,300	13,200	**19,500**	19,900	20,300	20,700	21,100
Mane Event	AE-06-28	40,549	38,067	34,300	37,100	**36,300**	37,000	37,700	38,500	39,300
Memorial Day Parade	AE-06-30	11,000	3,300	12,200	11,800	**12,900**	13,200	13,500	13,800	14,100
National Night Out	AE-06-50	12,400	13,964	12,000	13,500	**12,500**	12,800	13,100	13,400	13,700
Promenade of the Arts	AE-06-34	17,291	10,085	13,900	15,400	**17,100**	17,400	17,700	18,100	18,500
Sounds of Summer	AE-06-38	60,381	59,551	64,900	61,700	**66,500**	67,800	69,200	70,600	72,000
Taste of Arlington Heights	AE-12-02	12,387	19,756	17,400	19,600	**18,700**	19,100	19,500	19,900	20,300
Tree Lighting Event	AE-06-40	12,000	13,375	13,100	13,100	**13,300**	13,600	13,900	14,200	14,500
SUBTOTAL - EVENTS		242,722	205,136	255,400	253,121	**270,500**	272,600	277,800	283,200	288,700
Metropolis Theater Operating Contribution	AE-05-04	614,980	206,500	250,000	250,000	**255,000**	260,000	265,000	270,000	275,000
Metropolis Theater Restricted Contribution	--	0	0	50,000	50,000	**51,000**	52,000	53,000	54,000	55,000
Study - Economic Impact Analysis	--	23,750	0	0	0	**0**	0	0	0	0
SUBTOTAL - METROPOLIS		638,730	206,500	300,000	300,000	**306,000**	312,000	318,000	324,000	330,000
SUBTOTAL - OPERATING EXPENDITURES		881,452	411,636	555,400	553,121	**576,500**	584,600	595,800	607,200	618,700
EQUIPMENT										
Equipment Replacement - Metropolis	EQ-06-03	25,272	13,583	53,900	53,890	**35,000**	36,000	37,000	38,000	39,000
		25,272	13,583	53,900	53,890	**35,000**	36,000	37,000	38,000	39,000
BUILDING/EQUPMENT RESERVE EXPENSES										
Metropolis Theater Lobby Bar Restructure	BL-15-01	0	6,518	650	650	**0**	0	0	0	0
Metropolis Theater Green Room Refurbishment	BL-15-03	0	1,804	3,938	3,938	**0**	0	0	0	0
Metropolis Theater Security	BL-15-04	0	0	9,702	9,702	**0**	0	0	0	0
Metropolis Theater Exterior Marquee	BL-16-04	0	0	0	0	**20,000**	0	0	0	0
Metropolis Theater Triangle Rooms & Halls Refu	BL-17-01	0	0	0	0	**0**	0	7,000	0	0
Metropolis Theater Lobby Refurbishment	BL-17-03	0	0	0	20,000	**20,000**	0	0	0	0
Metropolis Theater Seat Replacement	BL-17-04	0	0	0	0	**35,000**	0	0	0	0
Metropolis Theater Dance Studio Floor	BL-17-05	0	0	0	0	**0**	0	0	18,000	0
Metropolis Theater- Replace Flooring MPAC	BL-17-06	0	0	0	0	**0**	0	0	40,000	0
Metropolis Theater Website Replacement	EQ-15-01	0	8,750	3,400	3,400	**0**	0	0	0	0
Metropolis Theater Lighting Systems & Equip	EQ-16-01	0	0	30,800	34,000	**0**	0	0	0	0
Metropolis Theater Phone/Intercom System	EQ-16-02	0	0	15,000	15,000	**0**	0	0	0	0
Metropolis Theater Sound System & Equipment	EQ-16-03	0	0	0	18,000	**0**	0	0	0	0
Metropolis Theater Sound System Expansion	EQ-17-02	0	0	0	0	**16,000**	0	0	0	0
Metropolis Theater Clearcom Equipment	EQ-17-03	0	0	0	0	**0**	17,000	0	0	0
Metropolis Theater LED House Lighting	EQ-17-04	0	0	21,000	0	**0**	61,000	0	0	0
Metropolis Theater Monitors - Audio	EQ-17-05	0	0	0	0	**0**	20,000	0	0	0
Metropolis Theater Monitors - Audio	EQ-17-06	0	0	0	0	**0**	10,000	0	0	0
Metropolis Theater Moving Lights	EQ-17-07	0	0	0	0	**0**	0	15,000	0	0
Metropolis Theater Edison for Grid	EQ-17-08	0	0	0	0	**0**	0	15,000	0	0
Metropolis Theater Sound Console/ Board	EQ-17-09	0	0	0	0	**0**	0	35,000	0	0
Metropolis Theater Replace Smoke Detectors	EQ-17-10	0	0	0	0	**0**	0	13,000	0	0
Metropolis Theater LED Series 2	EQ-17-11	0	0	0	0	**0**	0	0	0	60,000
Metropolis Theater LED CYC Lights	EQ-17-12	0	0	0	0	**37,000**	0	0	0	0
SUBTOTAL - BLDG/EQUIP RESERVES		0	17,072	84,490	104,690	**128,000**	108,000	85,000	58,000	60,000
VEHICLES										
Metrololis Theater Van	VH-21-01	0	0	0	0	**0**	0	0	0	20,000

ARTS, ENTERTAINMENT & EVENTS FUND (515)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
NON-OPERATING										
Reserve for Replacement (Metropolis)		0	0	75,000	75,000	**75,000**	75,000	75,000	75,000	75,000
Building Reserve - MCCA		14,398	9,600	14,400	14,400	**14,400**	14,400	14,400	14,400	14,400
IMET Expense		2,084	433	0	0	**0**	0	0	0	0
Common Area Maintenance (CAM) Fees - MCCA		0	50,950	76,500	76,500	**69,400**	69,400	69,400	69,400	69,400
SUBTOTAL - NON-OPERATING		16,482	60,983	165,900	165,900	**158,800**	158,800	158,800	158,800	158,800
TOTAL EXPENDITURES		923,206	503,274	859,690	877,601	**898,300**	887,400	876,600	862,000	896,500
BEGINNING WORKING CASH		421,817	53,931	(14,611)		**19,389**	44,289	73,389	103,889	135,889
REVENUES OVER (UNDER) EXPENDS.		(367,886)	(50,042)	34,000	12,589	**24,900**	29,100	30,500	32,000	33,600
ENDING WORKING CASH		53,931	(14,611)	19,389		**44,289**	73,389	103,889	135,889	169,489

(1) Note: As of 4/30/08 the working cash calculation equals current assets less liabilities less a subtraction for the reserve for replacement. This provides a building/ equipment reserve for future major repairs and improvements to the Metropolis Theater. The building/equipment reserve is shown as a net asset in the Village's CAFR and will be increased each year by $75,000, unless some or all of the reserve funds are used with the advice of the theater operator, PAM, and per Village Board direction.

(2) Note: As of 12/31/15 the working cash calculation includes an additional subtraction for the restricted contribution to Metropolis. This represents a contribution to the Theater that is being held by the Village as the Theater demonstrates balanced budget and actual results.

	8-Month
current assets	292,492
minus current liabilities	(5,580)
	286,912
Less Reserve for Replacement	**(283,023)**
Less Restricted Contribution	**(18,500)**
ending working cash	(14,611)

	DEC. 2015 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
EQ	**128,000**	**108,000**	**85,000**	**58,000**	**60,000**

CUMULATIVE RESERVE FOR REPLACEMENT

reserve for replacement - Increase by $75,000 each year

		FY08	**75,000**
		FY09	**150,000**
		FY10	**225,000**
		FY11	**300,000**
		FY12	**375,000**
		FY13	**450,000**
		FY14	**525,000**
Reduced by:	**124,905**	**FY14**	**400,095**
		FY15	**475,095**
Reduced by:	**250,000**	**FY15**	**225,095**
		8-Month	**300,095**
Reduced by:	**17,072**	**8-Month**	**283,023**
		2016	**358,023**
Reduced by:		**2016**	

CUMULATIVE RESTRICTED CONTRIBUTION

	8-Month	**18,500**
2016 Addition	**50,000**	
2016 Ending Balance		**68,500**

ARTS, ENTERTAINMENT & EVENTS FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-0000-402.25-00	Food & Beverage Tax (AE0502)	498,638	367,339	648,700	645,000	**661,700**	16,700	2.6%
	Business Taxes	**498,638**	**367,339**	**648,700**	**645,000**	**661,700**	**16,700**	**2.6%**
515-0000-431.45-00	Building Management Fee	18,000	12,000	18,000	18,000	**18,000**	0	0.0%
515-0000-431.46-00	CAM Charges	0	50,950	76,500	76,500	**69,400**	(7,100)	(9.3%)
515-0000-431.50-00	Special PW Detail Fee	3,027	3,838	4,000	4,000	**4,100**	100	2.5%
	Fees	**21,027**	**66,788**	**98,500**	**98,500**	**91,500**	**(7,000)**	**(7.1%)**
515-0000-461.02-00	Interest on Investments	873	515	2,500	2,500	**2,500**	0	0.0%
515-0000-462.10-00	Market Value Adjustments	956	90	0	0	**0**	0	N/A
	Interest Income	**1,829**	**605**	**2,500**	**2,500**	**2,500**	**0**	**0.0%**
515-0000-481.50-00	Hearts of Gold Awards Dinner (AE06	16,993	0	18,000	18,000	**18,000**	0	0.0%
515-0000-481.55-00	Premium Sponsors	1,358	0	7,500	7,500	**7,500**	0	0.0%
515-0000-481.65-00	Sounds of Summer (AE0638)	14,250	18,500	14,000	14,000	**14,000**	0	0.0%
	Special Events	**32,601**	**18,500**	**39,500**	**39,500**	**39,500**	**0**	**0.0%**
515-0000-489-90-00	Other Income	1,225	0	0	0	**0**	0	N/A
	Other	**1,225**	**0**	**0**	**0**	**0**	**0**	**N/A**
515-0000-491.10-00	Use of Capital Reserves	0	0	104,490	104,690	**128,000**	23,310	22.3%
	Other Financing Sources	**0**	**0**	**104,490**	**104,690**	**128,000**	**23,310**	**22.3%**
	Total Arts, Ent. & Events Fund	**555,320**	**453,232**	**893,690**	**890,190**	**923,200**	**33,010**	**3.7%**

SPECIAL EVENTS OPERATIONS WITH DEDICATED REVENUE

	BUDGET FOR 2017					
	Hearts of Gold	**Sounds of Summer**	**Promenade fo Art**	**Taste of Arlington**	**Other Events**	**TOTAL**
Event Revenue						
Hearts of Gold	18,000					**18,000**
Sounds of Summer		14,000				**14,000**
Special PW Detail			1,200	2,900		**4,100**
Premium Sponsors					7,500	**7,500**
Total Event Revenue	**18,000**	**14,000**	**1,200**	**2,900**	**7,500**	**43,600**
Event Expenditures						
Hearts of Gold	18,000					**18,000**
Sounds of Summer		66,500				**66,500**
Promenade of Art			17,100			**17,100**
Taste of Arlington				18,700		**18,700**
Other Special Events Commission Events					147,200	**147,200**
Total Event Expenditures	**18,000**	**66,500**	**17,100**	**18,700**	**147,200**	**267,500**
Dedicated Revenues over/(under) Expenditures*	**0**	**(52,500)**	**(15,900)**	**(15,800)**	**(139,700)**	**(223,900)**

* The balance of these events and all other A&E Fund events are funded with Food & Beverage Tax revenue.

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURES

Board of Trustees 0101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-0101-525.40-55	Special Events	5,500	0	4,000	6,000	**6,000**	0	0.0%
	Other Charges	**5,500**	**0**	**4,000**	**6,000**	**6,000**	**0**	**0.0%**
	Total Board of Trustees	**5,500**	**0**	**4,000**	**6,000**	**6,000**	**0**	**0.0%**

Integrated Services 0201

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-0201-525.40-55	Special Events *	34,682	36,681	37,352	34,000	**20,000**	(14,000)	(41.2%)
	Other Charges	**34,682**	**36,681**	**37,352**	**34,000**	**20,000**	**(14,000)**	**(41.2%)**
	Total Integrated Services	**34,682**	**36,681**	**37,352**	**34,000**	**20,000**	**(14,000)**	**(41.2%)**

* The amount of Village funds committed to Sounds of Summer events is $20,000. Total expenditures are budgeted at $34,000 based on anticipated sponsorship revenue of $14,000. In the event sponsorship dollars are less than anticipated, the event programming will be reduced accordingly. In 2015 the Village's net expenses were $22,681.

Special Events Commission 1018

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-1018-525.40-55	Special Events	50,325	28,923	49,600	49,600	**53,300**	3,700	7.5%
	Other Charges	**50,325**	**28,923**	**49,600**	**49,600**	**53,300**	**3,700**	**7.5%**
	Total Special Events Comm	**50,325**	**28,923**	**49,600**	**49,600**	**53,300**	**3,700**	**7.5%**

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURES

Arts Commission 1022

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-1022-525.40-55	Special Events	2,891	550	6,000	6,621	**6,000**	(621)	(9.4%)
	Other Charges	**2,891**	**550**	**6,000**	**6,621**	**6,000**	**(621)**	**(9.4%)**
	Total Arts Commission	**2,891**	**550**	**6,000**	**6,621**	**6,000**	**(621)**	**(9.4%)**

Metropolis Theater 2005

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-2005-525.21-65	Other Services (AE0504)	23,750	0	0	0	**0**	0	N/A
	Contractual Services	**23,750**	**0**	**0**	**0**	**0**	**0**	**N/A**
515-2005-525.40-81	Operating Contribution	614,980	206,500	250,000	250,000	**255,000**	5,000	2.0%
515-2005-525.40-82	Restricted Contribution	0	0	50,000	50,000	**51,000**	1,000	2.0%
	Other Charges	**614,980**	**206,500**	**300,000**	**300,000**	**306,000**	**6,000**	**2.0%**
515-2005-525.50-55	Other Capital Outlay (AE0603)	25,272	30,655	138,390	158,580	**163,000**	4,420	2.8%
	Capital Outlay	**25,272**	**30,655**	**138,390**	**158,580**	**163,000**	**4,420**	**2.8%**
	Total Metropolis Theater	**664,002**	**237,155**	**438,390**	**458,580**	**469,000**	**10,420**	**2.3%**

Police 3001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-3001-525.18-07	Overtime Sworn	66,100	59,600	68,200	71,100	**71,300**	200	0.3%
	Salaries	**66,100**	**59,600**	**68,200**	**71,100**	**71,300**	**200**	**0.3%**
	Total Police	**66,100**	**59,600**	**68,200**	**71,100**	**71,300**	**200**	**0.3%**

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURES

Fire 3501

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-3501-525.18-07	Overtime Sworn	11,170	10,582	6,500	6,500	**8,600**	2,100	32.3%
	Salaries	**11,170**	**10,582**	**6,500**	**6,500**	**8,600**	**2,100**	**32.3%**
	Total Fire	**11,170**	**10,582**	**6,500**	**6,500**	**8,600**	**2,100**	**32.3%**

Public Works 7101

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-7101-525.18-05	Overtime Civilian	43,900	40,100	54,887	45,400	**56,800**	11,400	25.1%
515-7101-525.18-80	Special Detail	3,000	3,900	3,860	4,100	**4,000**	(100)	(2.4%)
	Salaries	**46,900**	**44,000**	**58,747**	**49,500**	**60,800**	**11,300**	**22.8%**
515-7101-525.33-05	Other Supplies	25,153	24,800	25,000	29,800	**44,500**	14,700	49.3%
	Commodities	**25,153**	**24,800**	**25,000**	**29,800**	**44,500**	**14,700**	**49.3%**
	Total Public Works	**72,053**	**68,800**	**83,747**	**79,300**	**105,300**	**26,000**	**32.8%**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
515-9901-591.40-78	IMET Expense	2,084	433	0	0	**0**	0	N/A
515-9901-525.40-83	CAM Fees - MCCA	0	0	76,500	76,500	**69,400**	(7,100)	(9.3%)
515-9901-525.40-91	Reserve for Replacement	0	0	75,000	75,000	**75,000**	0	0.0%
515-9901-525.40-92	Building Reserve - MCCA	14,399	60,549	14,400	14,400	**14,400**	0	0.0%
	Other Financing Uses	**16,483**	**60,982**	**165,900**	**165,900**	**158,800**	**(7,100)**	**(4.3%)**
	Total Non-Operating	**16,483**	**60,982**	**165,900**	**165,900**	**158,800**	**(7,100)**	**(4.3%)**
	Total Arts, Ent. & Events Fund	**923,206**	**503,273**	**859,689**	**877,601**	**898,300**	**20,699**	**2.4%**

BOARD OF TRUSTEES 0101

Account Number	Account Title	Description	Budget 2016	Budget 2017
OTHER CHARGES:				
515-0101-525.40-55	Special Events	Promenade of Art (AE0634)	6,000	6,000
		TOTAL OTHER CHARGES	**6,000**	**6,000**
		TOTAL BOARD OF TRUSTEES	**6,000**	**6,000**

INTERGRATED SERVICES 0201

Account Number	Account Title	Description	Budget 2016	Budget 2017
OTHER CHARGES:				
515-0201-525.40-55	Special Events	Promotional events including Sounds of Summer (AE0638)	34,000	20,000
		TOTAL OTHER CHARGES	**34,000**	**20,000**
		TOTAL INTEGRATED SERVICES	**34,000**	**20,000**

SPECIAL EVENTS COMMISSION 1018

Account Number	Account Title	Description	Budget 2016		Budget 2017	
OTHER CHARGES:						
515-1018-525.40-55	Special Events	Hearts of Gold (AE0622)	18,000		18,000	
		Mane Event (AE0628)	19,000		19,400	
		Tree Lighting Event (AE0640)	500		500	
		Autumn Harvest (AE1001)	9,900		10,100	
		Arlington Spring Sweep (AE1301)	2,200		2,300	
		Family Field Day Health Event (AE1702)	0	49,600	3,000	53,300
		TOTAL OTHER CHARGES		**49,600**		**53,300**
		TOTAL SPECIAL EVENTS COMM		**49,600**		**53,300**

ARTS COMMISSION 1022

Account Number	Account Title	Description	Budget 2016	Budget 2017
OTHER CHARGES:				
515-1022-525.40-55	Special Events	Community Awareness Events (AE0646)	6,000	6,000
		Prior Year Encumbrance Carryover	621	0
		TOTAL OTHER CHARGES	**6,621**	**6,000**
		TOTAL ARTS COMMISSION	**6,621**	**6,000**

METROPOLIS THEATER 2005

Account Number	Account Title	Description	Budget 2016	Budget 2017
OTHER CHARGES:				
515-2005-525.40-81	Operating Contribution	PAM operating subsidy (AE0504)	250,000	255,000
515-2005-525.40-82	Restricted Contribution	PAM restricted subsidy	50,000	51,000
		TOTAL OTHER CHARGES	**300,000**	**306,000**
CAPITAL OUTLAY:				
515-2005-525.50-55	Other Capital Outlay	Metropolis Theater capital expenses (EQ0603) Rebudget	34,000	35,000
		Prior Year Encumbrance Carryover	19,890	0
		Website Replacement (EQ1501)	0	0
		Prior Year Encumbrance Carryover	3,400	0
		Lobby Bar Restructure (BL1501)	0	0
		Prior Year Encumbrance Carryover	650	0
		Green Room Refurbishment (BL1503)	0	0
		Prior Year Encumbrance Carryover	3,938	0
		Theater Security (BL1504)	0	0
		Prior Year Encumbrance Carryover	9,702	0
		Exterior Marquee (BL1604)	0	20,000
		Lighting Systems & Equip (EQ1601)	34,000	0
		Phone/ Intercom System (EQ1602)	15,000	0
		Sound System & Equipment (EQ1603)	18,000	0
		Sound System Expansion (EQ1702)	0	16,000
		Lobby Refurbishment (BL1703)	20,000	20,000
		Seat Replacement (BL1704)	0	35,000
		LED CYC Lights (EQ1712)	0	37,000
		TOTAL CAPITAL OUTLAY	**158,580**	**163,000**
		TOTAL METROPOLIS THEATER	**458,580**	**469,000**

POLICE 3001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
515-3001-525.18-07	Overtime Sworn	Frontier Days (AE0618)	21,000		23,400	
		Halloween (AE0620)	4,000		4,100	
		Irish Fest (AE0624)	2,500		2,600	
		July 4th Parade (AE0626)	8,700		8,700	
		Mane Event (AE0628)	4,500		4,700	
		Memorial Day Parade (AE0630)	8,100		6,200	
		Promenade of Art (AE0634)	3,000		3,100	
		Sounds of Summer (AE0638)	3,100		3,200	
		Tree Lighting Event (AE0640)	1,600		1,700	
		National Night Out (AE0650)	9,700		8,600	
		Taste of Arlington (AE1202)	4,900	71,100	5,000	71,300
		TOTAL SALARIES		**71,100**		**71,300**
		TOTAL POLICE		**71,100**		**71,300**

FIRE 3501

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
515-3501-525.18-07	Overtime Sworn	Mane Event (AE0628)	1,000		2,000	
		Promenade of Art (AE0634)	2,400		2,700	
		National Night Out (AE0650)	1,900		2,200	
		Taste of Arlington (AE1202)	1,200	6,500	1,700	8,600
		TOTAL SALARIES		**6,500**		**8,600**
		TOTAL FIRE		**6,500**		**8,600**

PUBLIC WORKS 7101

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
515-7101-525.18-05	Overtime Civilian	Irish Fest (AE0624)	1,200		1,500	
		July 4th Parade (AE0626)	4,500		10,800	
		Mane Event (AE0628)	6,200		6,200	
		Memorial Day Parade (AE0630)	3,700		6,700	
		Promenade of Art (AE0634) (Village 70%)	2,800		3,700	
		Sounds of Summer (AE0638)	6,600		6,800	
		Tree Lighting Event (AE0640)	11,000		11,100	
		National Night Out (AE0650)	1,900		1,700	
		Autumn Harvest (AE1001)	1,700		1,800	
		Taste of Arlington (AE1202) (Village 70%)	5,200		5,600	
		Arlington Spring Sweep (AE1301)	600	45,400	900	56,800
515-7101-525.18-80	Special Detail	Promenade of Art (AE0634) (Amdur 30%)	1,300		1,600	
		Taste of Arlington (AE1202) (Chamber 30%)	2,800	4,100	2,400	4,000
		TOTAL SALARIES		**49,500**		**60,800**
COMMODITIES:						
515-7101-525.33-05	Other Supplies	Mane Event (AE0628) - fence, signs, barricade rental, etc.	6,400		4,000	
		Taste of Arlington (AE1202) - fence, signs, barricade rental, etc.	5,400		4,000	
		Sounds of Summer (AE0638) - stage, skirt, tent rental, etc.	18,000	29,800	36,500	44,500
		TOTAL COMMODITIES		**29,800**		**44,500**
		TOTAL PUBLIC WORKS		**79,300**		**105,300**

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2016	Budget 2017
NON-OPERATING:				
515-2005-525.40-83	CAM Fees - MCCA	Common Area Maintenance (CAM)	76,500	69,400
515-9901-525.40-91	Reserve for Replacement	Depreciation	75,000	75,000
515-9901-525.40-92	Building Reserves - MCCA	Building Reserve - Condo Association	14,400	14,400
		TOTAL NON-OPERATING	**165,900**	**158,800**
		TOTAL NON-OPERATING	**165,900**	**158,800**
		TOTAL ARTS, ENTERT. & EVENTS FUND	**877,601**	**898,300**

SPECIAL EVENTS - Cost by Event

Event	Project #	Department	Expense Description	2016 Exp Bud	2016 Proj Act	2017 Exp Bud
Arlington Spring Sweep	AE-13-01	Special Events Com	Special Events	2,200	2,200	2,300
		Public Works	Overtime	600	770	900
				2,800	**2,970**	**3,200**
Autumn Harvest	AE-10-01	Special Events Com	Special Events	9,900	9,900	10,100
		Public Works	Overtime	1,700	1,700	1,800
				11,600	**11,600**	**11,900**
Community Awareness Events	AE-06-46	Arts Commission	Special Events	6,620	6,000	6,000
				6,620	**6,000**	**6,000**
Frontier Days	AE-06-18	Police	Overtime	21,000	23,000	23,400
		Public Works	Overtime	0	0	0
				21,000	**23,000**	**23,400**
Halloween	AE-06-20	Police	Overtime	4,000	4,000	4,100
				4,000	**4,000**	**4,100**
Hearts of Gold	AE-06-22	Special Events Com	Special Events	18,000	18,000	18,000
				18,000	**18,000**	**18,000**
Irish Fest	AE-06-24	Police	Overtime	2,500	2,400	2,600
		Public Works	Overtime	1,200	1,310	1,500
				3,700	**3,710**	**4,100**
July 4th Parade	AE-06-26	Police	Overtime	8,700	7,900	8,700
		Public Works	Overtime	4,500	10,460	10,800
				13,200	**18,360**	**19,500**
Mane Event	AE-06-28	Special Events Com	Special Events	19,000	19,000	19,400
		Police	Overtime	4,500	4,600	4,700
		Fire	Overtime	1,000	1,200	2,000
		Public Works	Overtime	6,200	5,970	6,200
		Public Works	Barricade rental, signs, etc.	6,400	3,500	4,000
				37,100	**34,270**	**36,300**
Memorial Day Parade	AE-06-30	Police	Overtime	8,100	5,700	6,200
		Public Works	Overtime	3,700	6,470	6,700
				11,800	**12,170**	**12,900**
National Night Out	AE-06-50	Police	Overtime	9,700	8,500	8,600
		Fire	Overtime	1,900	1,900	2,200
		Public Works	Overtime	1,900	1,600	1,700
				13,500	**12,000**	**12,500**
Promenade of Art	AE-06-34	Board of Trustees	Special Events	6,000	4,000	6,000
		Police	Overtime	3,000	2,600	3,100
		Fire	Overtime	2,400	2,200	2,700
		Public Works	Overtime - Village share 70%	2,800	3,580	3,700
		Public Works (1)	Overtime - Amdur share 30%	1,300	1,530	1,600
				15,500	**13,910**	**17,100**
Sounds of Summer	AE-06-38	Integrated Services	Entertainment; sound system	34,000	37,350	20,000
		Police	Overtime	3,100	3,000	3,200
		Public Works	Overtime	6,600	6,600	6,800
		Public Works	Stage, skirt, tent rental, etc.	18,000	18,000	36,500
				61,700	**64,950**	**66,500**
Taste of Arlington	AE-12-02	Police	Overtime	4,900	4,900	5,000
		Fire	Overtime	1,200	1,200	1,700
		Public Works	Overtime - Village share 70%	5,200	5,430	5,600
		Public Works (2)	Overtime - Chamber share 30%	2,800	2,330	2,400
		Public Works	Lighting, fencing, sanitation	5,400	3,500	4,000
				19,500	**17,360**	**18,700**

SPECIAL EVENTS - Cost by Event

Event	Project #	Department	Expense Description	2016 Exp Bud	2016 Proj Act	2017 Exp Bud
Tree Lighting Event	AE-06-40	Special Events Com	Special Events	500	500	500
		Police	Overtime	1,600	1,600	1,700
		Public Works	Overtime	11,000	11,000	11,100
				13,100	**13,100**	**13,300**
			TOTAL SPECIAL EVENTS - COST BY EVENT	**253,120**	**255,400**	**267,500**

(1) The Village cap for Public Works Overtime for the **Promenade of Art** is $4,000. Amdur will be billed for the $1,600 PLUS any Public Works Overtime above the Village cap. If Public Works Overtime is LESS than budgeted, the Amdur 30% share of those costs would be less.

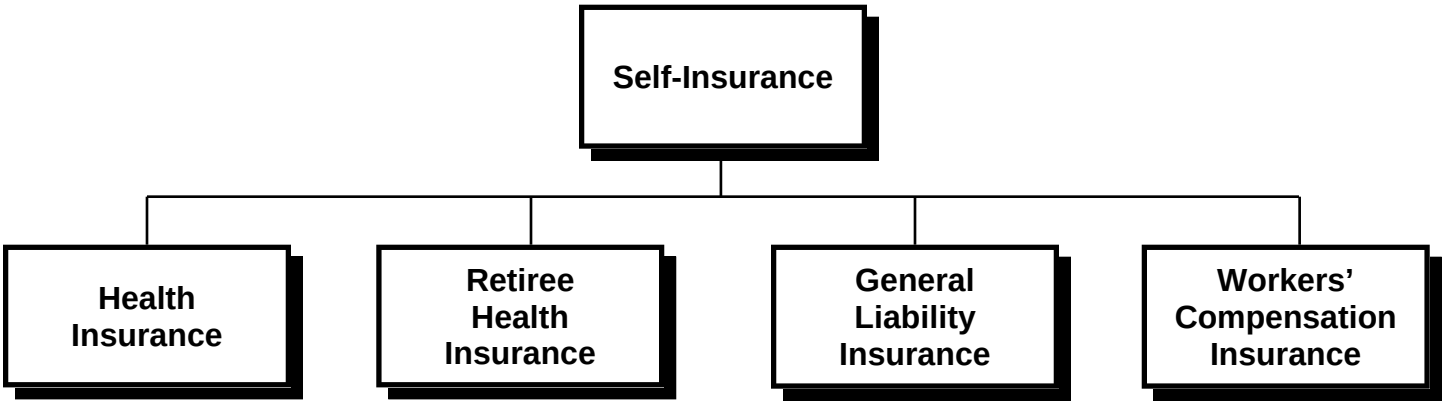
(2) The Village cap for the **Taste of Arlington** is $16,300 (2017 budget of $18,700 less $2,400 which is the 30% Chamber share of Public Works Overtime). The Chamber will be billed for the $2,400 PLUS any Police, Fire and Public Works Overtime costs above the Village cap. If Public Works Overtime is LESS than budgeted, the Chamber 30% share of those costs would be less.

SPECIAL EVENTS - Cost by Department

Department	Event	Project #	Expense Description	2016 Exp Bud	2016 Proj Act	2017 Exp Bud
Board of Trustees	Promenade of Art	AE-06-34	Special Events	6,000	4,000	6,000
				6,000	**4,000**	**6,000**
Integrated Services	Sounds of Summer	AE-06-38	Entertainment; sound system	34,000	37,350	20,000
				34,000	**37,350**	**20,000**
Special Events Com	Hearts of Gold	AE-06-22	Special Events	18,000	18,000	18,000
	Mane Event	AE-06-28	Special Events	19,000	19,000	19,400
	Tree Lighting Event	AE-06-40	Special Events	500	500	500
	Autumn Harvest	AE-10-01	Special Events	9,900	9,900	10,100
	Arlington Spring Sweep	AE-13-01	Special Events	2,200	2,200	2,300
				49,600	**49,600**	**50,300**
Arts Commission	Community Awareness Events	AE-06-46	Special Events	6,620	6,000	6,000
				6,620	**6,000**	**6,000**
Police	Frontier Days	AE-06-18	Overtime	21,000	23,000	23,400
	Halloween	AE-06-20	Overtime	4,000	4,000	4,100
	Irish Fest	AE-06-24	Overtime	2,500	2,400	2,600
	July 4th Parade	AE-06-26	Overtime	8,700	7,900	8,700
	Mane Event	AE-06-28	Overtime	4,500	4,600	4,700
	Memorial Day Parade	AE-06-30	Overtime	8,100	5,700	6,200
	Promenade of Art	AE-06-34	Overtime	3,000	2,600	3,100
	Sound of Summer	AE-06-38	Overtime	3,100	3,000	3,200
	Tree Lighting Event	AE-06-40	Overtime	1,600	1,600	1,700
	National Night Out	AE-06-50	Overtime	9,700	8,500	8,600
	Taste of Arlington	AE-12-02	Overtime	4,900	4,900	5,000
				71,100	**68,200**	**71,300**
Fire	Mane Event	AE-06-28	Overtime	1,000	1,200	2,000
	Promenade of Art	AE-06-34	Overtime	2,400	2,200	2,700
	National Night Out	AE-06-50	Overtime	1,900	1,900	2,200
	Taste of Arlington	AE-12-02	Overtime	1,200	1,200	1,700
				6,500	**6,500**	**8,600**
Public Works/Water	Frontier Days	AE-06-18	Overtime	0	0	0
	Irish Fest	AE-06-24	Overtime	1,200	1,310	1,500
	July 4th Parade	AE-06-26	Overtime	4,500	10,460	10,800
	Mane Event	AE-06-28	Overtime	6,200	5,970	6,200
	Mane Event	AE-06-28	Barricade rental, signs, etc.	6,400	3,500	4,000
	Memorial Day Parade	AE-06-30	Overtime	3,700	6,470	6,700
	Promenade of Art	AE-06-34	Overtime - Village share 70%	2,800	3,580	3,700
	Promenade of Art	AE-06-34	Overtime - Amdur share 30%	1,300	1,530	1,600
	Sounds of Summer	AE-06-38	Overtime	6,600	6,600	6,800
	Sounds of Summer	AE-06-38	Stage, skirt, tent rental, etc.	18,000	18,000	36,500
	Tree Lighting Event	AE-06-40	Overtime	11,000	11,000	11,100
	National Night Out	AE-06-50	Overtime	1,900	1,600	1,700
	Autumn Harvest	AE-10-01	Overtime	1,700	1,700	1,800
	Taste of Arlington	AE-12-02	Overtime - Village share 70%	5,200	5,430	5,600
	Taste of Arlington	AE-12-02	Overtime - Chamber share 30%	2,800	2,330	2,400
	Taste of Arlington	AE-12-02	Lighting, fencing, sanitation	5,400	3,500	4,000
	Arlington Spring Sweep	AE-13-01	Overtime	600	770	900
				79,300	**83,750**	**105,300**
			TOTAL SPECIAL EVENTS - COST BY DEPARTMENT	**253,120**	**255,400**	**267,500**

SELF INSURANCE FUNDS

ORGANIZATION STRUCTURE



VILLAGE OF ARLINGTON HEIGHTS

2017 CHARGES TO OPERATIONS FOR INSURANCE

			MEDICAL INSURANCE A/C #1905			GENERAL INSURANCE A/C #2040			WORKERS' COMPENSATION A/C #1901		
FUND		OPERATION	2016	2017	VARIANCE	2016	2017	VARIANCE	2016	2017	VARIANCE
101	0101-501	Board of Trustees	**$0**	**$0**	$0	$0	**$0**	$0	$100	**$100**	$0
101	0201-502	Integrated Services	**69,300**	**75,500**	6,200	7,200	**7,600**	400	1,200	**$1,200**	0
101	0301-503	Human Resources	**43,700**	**44,500**	800	6,100	**6,400**	300	500	**$500**	0
101	0401-503	Legal	**53,800**	**54,900**	1,100	3,100	**3,300**	200	600	**$600**	0
101	0501-503	Finance	**149,200**	**154,500**	5,300	19,000	**20,000**	1,000	2,900	**$3,000**	100
101	1001-502	Boards & Commissions	**0**		0	3,000	**3,200**	200	0	**$0**	0
101	3001-511	Police	**2,233,100**	**2,380,700**	147,600	261,100	**274,200**	13,100	595,100	**$613,000**	17,900
101	3005-511	Police Grant	**6,800**	**6,800**	0	0	**0**	0	300	**$300**	0
101	3501-512	Fire	**1,913,000**	**2,124,400**	211,400	217,500	**228,400**	10,900	595,200	**$613,100**	17,900
101	4001-521	Planning & Comm Devlp	**147,900**	**167,600**	19,700	6,600	**6,900**	300	2,600	**$2,700**	100
101	4501-523	Building Services	**233,600**	**213,600**	(20,000)	12,100	**12,700**	600	42,700	**$44,000**	1,300
101	4502-523	Health Services	**160,200**	**172,000**	11,800	19,100	**20,100**	1,000	17,700	**$18,200**	500
101	4503-523	Senior Services	**21,900**	**44,000**	22,100	11,000	**11,600**	600	500	**$500**	0
101	5001-524	Engineering	**162,900**	**166,000**	3,100	25,900	**27,200**	1,300	40,600	**$41,800**	1,200
101	7101-531	Public Works	**699,300**	**689,000**	(10,300)	113,300	**119,000**	5,700	391,900	**$403,700**	11,800
		Sub-Total General Fund	**$5,894,700**	**$6,293,500**	**$398,800**	**$705,000**	**$740,600**	**$35,600**	**$1,691,900**	**$1,742,700**	**$50,800**
235	3001-532	Police	**79,500**	**81,000**	1,500	9,600	**10,100**	500	9,200	**$9,500**	$300
435	7101-531	Public Works	**10,200**	**10,400**	200	1,900	**2,000**	100	4,600	**$4,700**	100
505	0501-503	Finance	**128,900**	**105,000**	(23,900)	0	**0**	0	1,200	**$1,200**	0
505	7201-561	Water Utilities Operation	**682,900**	**673,000**	(9,900)	59,600	**62,600**	3,000	243,200	**$250,500**	7,300
605	0301-552	Human Resources	**21,900**	**19,000**	(2,900)	0	**0**	0	100	**$100**	0
605	0301-552	HR - Duty Disability	**0**	**0**	0	0	**0**	0	0	**$0**	0
615	0301-552	Human Resources	**10,200**	**10,400**	200	0	**0**	0	100	**$100**	0
621	7501-551	Municipal Fleet Services	**196,300**	**200,200**	3,900	0	**0**	0	46,700	**$48,100**	1,400
625	0601-553	IT	**109,700**	**111,800**	2,100	4,900	**5,100**	200	600	**$600**	0
		Sub-Total Other Funds	**$1,239,600**	**$1,210,800**	**($28,800)**	**$76,000**	**$79,800**	**$3,800**	**$305,700**	**$314,800**	**$9,100**
		TOTAL ALL FUNDS	**$7,134,300**	**$7,504,300**	**$370,000**	**$781,000**	**$820,400**	**$39,400**	**$1,997,600**	**$2,057,500**	**$59,900**
291	6001-601	Memorial Library	**1,124,600**	**1,128,200**	3,600	0	**0**	0	0	**0**	0
		TOTAL CHARGES	**$8,258,900**	**$8,632,500**	**$373,600**	**$781,000**	**$820,400**	**$39,400**	**$1,997,600**	**$2,057,500**	**$59,900**

HEALTH INSURANCE FUND 605

► Fund at a Glance

The Village is self-insured and separately tracks the revenues and expenditures for employee health insurance and related benefits. In distributing costs, formulas are developed to charge the appropriate amount back to the fund where the cost is associated. For example, the Village charges back to the fund/operation where the employees are accounted; costs are charged based on the type of elected coverage (health and dental, single or dependent, HMO or PPO). Because we are self-insured, we monitor these costs in a single fund presentation for the purpose of financial analysis.

Restrictions:

VILLAGE POLICY – The Village has decided to self-insure these costs. Personnel policy regulates the level of the employee's share of the cost benefits for non-union employees. Labor contracts govern the level and employee's share of the cost of benefits for the police and fire unions.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Service Charges	8,051,100	5,359,000	8,208,900	8,258,900	**8,402,200**	143,300	1.7%
Interest Income	5,387	2,946	4,600	3,000	**3,000**	0	0.0%
Sales/Reimbursable/Rents	1,536,825	905,180	1,220,000	1,259,800	**1,315,000**	55,200	4.4%
Other	2,471	44,365	2,100	0	**0**	0	N/A
Total Revenues	**$9,595,783**	**$6,311,491**	**$9,435,600**	**$9,521,700**	**$9,720,200**	**$198,500**	**2.1%**
Interfund Transfers In	0	0	0	200,000	**0**	(200,000)	(100.0%)
Total Revenues and Interfund Transfers In	**$9,595,783**	**$6,311,491**	**$9,435,600**	**$9,721,700**	**$9,720,200**	**($1,500)**	**(0.0%)**
Expenditures							
Personal Services	$322,182	$214,353	$390,500	$479,700	**$393,600**	($86,100)	(17.9%)
Contractual Services	3,901,167	2,411,896	3,912,500	3,946,800	**3,949,200**	2,400	0.1%
Commodities	556	290	500	500	**500**	0	0.0%
Other Charges	4,873,117	3,343,153	4,043,000	6,246,000	**5,813,800**	(432,200)	(6.9%)
Total Expenditures	**$9,097,022**	**$5,969,692**	**$8,346,500**	**$10,673,000**	**$10,157,100**	**($515,900)**	**(4.8%)**
Interfund Transfers Out	835,122	335,949	881,772	1,880,000	**1,836,600**	(43,400)	(2.3%)
Total Expenditures and Interfund Transfers Out	**$9,932,144**	**$6,305,641**	**$9,228,272**	**$12,553,000**	**$11,993,700**	**($559,300)**	**(4.5%)**
Revenues over (under) Expenditures	**($336,361)**	**$5,850**	**$207,328**	**($2,831,300)**	**($2,273,500)**	**$557,800**	**(19.7%)**
BEGINNING WORKING CASH	**2,662,932**	**2,326,571**	**2,332,421**	**2,332,421**	**2,539,749**	**207,328**	**8.9%**
ENDING WORKING CASH	**$2,326,571**	**$2,332,421**	**$2,539,749**	**($498,879)**	**$266,249**	**$765,128**	**(153.4%)**

HEALTH INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
605-0000-451.68-00	Charges To Operations	7,135,700	4,659,700	7,134,300	7,134,300	**7,274,100**	139,800	2.0%
605-0000-451.70-00	Library Health Charge	915,400	699,300	1,074,600	1,124,600	**1,128,100**	3,500	0.3%
	Charges for Services	**8,051,100**	**5,359,000**	**8,208,900**	**8,258,900**	**8,402,200**	**143,300**	**1.7%**
605-0000-461.02-00	Interest on Investments	2,851	2,480	3,000	3,000	**3,000**	0	0.0%
605-0000-462.10-00	Market Value Adjustments	2,536	466	1,600	0	**0**	0	N/A
	Interest Income	**5,387**	**2,946**	**4,600**	**3,000**	**3,000**	**0**	**0.0%**
605-0000-471.10-00	Retiree Insurance Payment	14,728	0	0	0	**0**	0	N/A
605-0000-471.11-00	Cobra Payments	8,274	352	300	0	**0**	0	N/A
605-0000-471.12-00	Employee Contrib Health	770,435	618,750	995,000	1,027,000	**1,078,000**	51,000	5.0%
605-0000-471.13-00	Employee Contrib Dental	195,314	130,828	196,000	205,300	**211,000**	5,700	2.8%
605-0000-471.19-00	Employee Contrib Life	26,412	17,676	26,000	27,500	**26,000**	(1,500)	(5.5%)
605-0000-471.23-00	Individual Stop-Loss Proceeds	521,662	137,574	2,700	0	**0**	0	N/A
	Insurance	**1,536,825**	**905,180**	**1,220,000**	**1,259,800**	**1,315,000**	**55,200**	**4.4%**
605-0000-489.90-00	Other Income	2,471	44,365	2,100	0	**0**	0	N/A
	Other	**2,471**	**44,365**	**2,100**	**0**	**0**	**0**	**N/A**
605-0000-491.05-00	Operating Transfer In	0	0	0	200,000	**0**	(200,000)	(100.0%)
	Other Financing Sources	**0**	**0**	**0**	**200,000**	**0**	**(200,000)**	**(100.0%)**
	Total Health Insurance Fund	**9,595,783**	**6,311,491**	**9,435,600**	**9,721,700**	**9,720,200**	**(1,500)**	**(0.0%)**

HEALTH INSURANCE FUND

EXPENDITURES

Human Resources 0301

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
605-0301-552.10-01	Salaries	96,332	67,978	105,000	104,100	**110,200**	6,100	5.9%
605-0301-552.18-01	Temporary Help	0	0	1,700	1,700	**1,700**	0	0.0%
	Salaries	**96,332**	**67,978**	**106,700**	**105,800**	**111,900**	**6,100**	**5.8%**
605-0301-552.19-01	Workers Compensation	100	100	100	100	**100**	0	0.0%
605-0301-552.19-05	Medical Insurance	20,400	13,800	21,900	21,900	**19,000**	(2,900)	(13.2%)
605-0301-552.19-06	Med Ins - P&F Duty Disability	183,700	118,800	240,000	330,200	**239,700**	(90,500)	(27.4%)
605-0301-552.19-10	IMRF	13,102	8,812	13,700	13,600	**14,400**	800	5.9%
605-0301-552.19-11	Social Security	5,553	3,941	6,600	6,600	**6,900**	300	4.5%
605-0301-552.19-12	Medicare	1,298	922	1,500	1,500	**1,600**	100	6.7%
605-0301-552.19-15	Compensated Absences	1,697	0	0	0	**0**	0	N/A
	Fringe Benefits	**225,850**	**146,375**	**283,800**	**373,900**	**281,700**	**(92,200)**	**(24.7%)**
605-0301-552.20-05	Professional Services	0	0	8,000	12,900	**12,000**	(900)	(7.0%)
605-0301-552.20-45	Claims Administration	326,130	183,373	340,000	380,000	**350,000**	(30,000)	(7.9%)
605-0301-552.20-50	Loss Prevention Program	94,836	67,591	120,000	123,600	**132,500**	8,900	7.2%
605-0301-552.20-55	Health Insurance Premiums	294,306	188,735	305,000	305,000	**313,000**	8,000	2.6%
605-0301-552.20-58	Vision Plan Premiums	0	0	0	0	**15,000**	15,000	N/A
605-0301-552.20-60	HMO Insurance Premiums	2,983,740	1,878,065	3,030,000	2,920,000	**3,000,000**	80,000	2.7%
605-0301-552.20-65	Life Insurance Employer	73,732	43,891	71,000	73,000	**82,000**	9,000	12.3%
605-0301-552.20-66	Supple Life Employee	28,843	17,332	31,000	31,000	**36,000**	5,000	16.1%
605-0301-552.22-03	Training	591	0	0	1,000	**1,000**	0	0.0%
605-0301-552.22-05	Postage	1,705	1,011	1,900	1,900	**2,000**	100	5.3%
605-0301-552.22-15	Photocopying	0	0	0	100	**100**	0	0.0%
605-0301-552.22-25	IT/GIS Service Charge	3,099	2,400	3,300	3,300	**3,300**	0	0.0%
605-0301-552.22-26	ACA Fees	94,185	29,498	2,300	95,000	**2,300**	(92,700)	(97.6%)
	Contractual Services	**3,901,167**	**2,411,896**	**3,912,500**	**3,946,800**	**3,949,200**	**2,400**	**0.1%**
605-0301-552.33-05	Other Supplies	556	290	500	500	**500**	0	0.0%
	Commodities	**556**	**290**	**500**	**500**	**500**	**0**	**0.0%**
605-0301-552.42-75	Claims Medical Loss	4,455,606	3,055,085	3,626,700	5,800,000	**5,326,100**	(473,900)	(8.2%)
605-0301-552.42-77	Claims Dental Loss	396,186	286,454	415,000	445,000	**486,400**	41,400	9.3%
605-0301-552.42-79	OPEB Liability Expense	1,274	369	1,300	1,000	**1,300**	300	30.0%
	Other Charges	**4,853,066**	**3,341,908**	**4,043,000**	**6,246,000**	**5,813,800**	**(432,200)**	**(6.9%)**
	Total Human Resources	**9,076,971**	**5,968,447**	**8,346,500**	**10,673,000**	**10,157,100**	**(515,900)**	**(4.8%)**

Non-Operating 9901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
605-9901-591.40-78	IMET Expense	20,051	1,245	0	0	**0**	0	N/A
605-9901-591.90-05	Operating Transfer Out	835,122	335,949	881,772	1,880,000	**1,836,600**	(43,400)	(2.3%)
	Other Financing Uses	**855,173**	**337,194**	**881,772**	**1,880,000**	**1,836,600**	**(43,400)**	**(2.3%)**
	Total Non-Operating	**855,173**	**337,194**	**881,772**	**1,880,000**	**1,836,600**	**(43,400)**	**(2.3%)**
	Total Health Insurance Fund	**9,932,144**	**6,305,641**	**9,228,272**	**12,553,000**	**11,993,700**	**(559,300)**	**(4.5%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1040	HR/Benefits Specialist	C41	1.00	1.00	
	Total F-T-E		**1.00**	**1.00**	**0.00**

Human Resources Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
	Total F-T-E All Funds	**4.00**	**4.00**	**0.00**

HUMAN RESOURCES 0301

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
605-0301-552.10-01	Salaries	Salaries		104,100		110,200
605-0301-552.18-01	Temporary Help	Temporary Help		1,700		1,700
		TOTAL SALARIES		**105,800**		**111,900**
FRINGE BENEFITS:						
605-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance		100		100
605-0301-552.19-05	Medical Insurance	Medical Insurance		21,900		19,000
605-0301-552.19-06	Med Ins On Duty Injury	Medical insurance premium for Police and Fire on duty Injury per PSEBA				
		Police (7)	181,700		87,600	
		Fire (7)	148,500	330,200	152,100	239,700
605-0301-552.19-10	IMRF	IMRF		13,600		14,400
605-0301-552.19-11	Social Security	Social Security		6,600		6,900
605-0301-552.19-12	Medicare	Medicare		1,500		1,600
		TOTAL FRINGE BENEFITS		**373,900**		**281,700**
CONTRACTUAL SERVICES:						
605-0301-552.20-05	Professional Services	Legal and consultant fees		12,900		12,000
605-0301-552.20-45	Claims Administration	Fee charged for processing claims and administering contracts, including utilization review		380,000		350,000
605-0301-552.20-50	Loss Prevention/Program	Employee Assistance Program	13,500		13,500	
		Wellness Program	17,000		17,000	
		Employee physical exams	93,100	123,600	102,000	132,500
605-0301-552.20-55	Health Insurance Prem	Specific stop loss (145,000 per claim)	269,000		275,000	
		Aggregate stop loss (125% of expected claims)	36,000	305,000	38,000	313,000
605-0301-552.20-58	Vision Plan Premium	Employee vision insurance		0		15,000
605-0301-552.20-60	HMO Insurance Premium	HMO medical coverage		2,920,000		3,000,000
605-0301-552.20-65	Life Ins Prem - Employer	Life and accidental death and dis-memberment insurance coverage		73,000		82,000
605-0301-552.20-66	Supplemental Life-Employee	Supplemental life additional at the employee's expense		31,000		36,000
605-0301-552.22-03	Training	Training		1,000		1,000
605-0301-552.22-05	Postage	Postage		1,900		2,000

HUMAN RESOURCES (cont.) 0301

Account Number	Account Title	Description	Budget 2016	Budget 2017
605-0301-552.22-15	Photocopying	Photocopies & supplies	100	100
605-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	3,300	3,300
605-0301-552.22-26	ACA Fees	Affordable Care Act fees	95,000	2,300
		TOTAL CONTRACTUAL SERVICES	**3,946,800**	**3,949,200**
COMMODITIES:				
605-0301-552.33-05	Other Supplies	Miscellaneous office supplies	500	500
		TOTAL COMMODITIES	**500**	**500**
OTHER CHARGES:				
605-0301-552.42-75	Claims-Medical Loss	Self-funded maximum claims of employees using conventional (PPO) health insurance (net of individual stop loss)	5,800,000	5,326,100
605-0301-552.42-77	Claims-Dental Loss	Self-funded expected dental claims	445,000	486,400
605-0301-552.42-79	OPEB Liability Expense	OPEB liability expense	1,000	1,300
		TOTAL OTHER CHARGES	**6,246,000**	**5,813,800**
		TOTAL HUMAN RESOURCES	**10,673,000**	**10,157,100**

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2016	Budget 2017
NON-OPERATING:				
605-9901-591.90-05	Operating Transfer Out	Operating Transfer Out To fund retiree medical insurance	1,880,000	1,836,600
		TOTAL NON-OPERATING	**1,880,000**	**1,836,600**
		TOTAL NON-OPERATING	**1,880,000**	**1,836,600**
		TOTAL HEALTH INSURANCE FUND	**12,553,000**	**11,993,700**

RETIREE HEALTH INSURANCE FUND 606

► Fund at a Glance

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

Restrictions:

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

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Sales/Reimbursable/Rents	1,734,937	1,212,166	1,725,000	1,990,000	**1,770,000**	(220,000)	(11.1%)
Other	132,089	123,464	133,828	123,000	**130,000**	7,000	5.7%
Total Revenues	**$1,867,026**	**$1,335,630**	**$1,858,828**	**$2,113,000**	**$1,900,000**	**($213,000)**	**(10.1%)**
Interfund Transfers In	835,123	335,950	881,772	1,880,000	**1,836,600**	(43,400)	(2.3%)
Total Revenues and Interfund Transfers In	**$2,702,149**	**$1,671,580**	**$2,740,600**	**$3,993,000**	**$3,736,600**	**($256,400)**	**(6.4%)**
Expenditures							
Contractual Services	602,429	373,177	615,600	625,000	**640,700**	15,700	2.5%
Other Charges	2,099,720	1,298,403	2,125,000	3,368,000	**3,095,900**	(272,100)	(8.1%)
Total Expenditures	**$2,702,149**	**$1,671,580**	**$2,740,600**	**$3,993,000**	**$3,736,600**	**($256,400)**	**(6.4%)**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$2,702,149**	**$1,671,580**	**$2,740,600**	**$3,993,000**	**$3,736,600**	**($256,400)**	**(6.4%)**
Revenues over (under) Expenditures	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**N/A**
BEGINNING WORKING CASH	**0**	**0**	**0**	**0**	**0**	**0**	**N/A**
ENDING WORKING CASH	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**N/A**

RETIREE HEALTH INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
606-0000-471.10-00	Retiree Insurance Payment	1,734,937	1,212,166	1,725,000	1,990,000	**1,770,000**	(220,000)	(11.1%)
	Insurance	**1,734,937**	**1,212,166**	**1,725,000**	**1,990,000**	**1,770,000**	**(220,000)**	**(11.1%)**
606-0000-489.90-00	Other Income	132,089	123,464	133,828	123,000	**130,000**	7,000	5.7%
	Other	**132,089**	**123,464**	**133,828**	**123,000**	**130,000**	**7,000**	**5.7%**
606-0000-491.05-00	Operating Transfer In	835,123	335,950	881,772	1,880,000	**1,836,600**	(43,400)	(2.3%)
	Other Financing Sources	**835,123**	**335,950**	**881,772**	**1,880,000**	**1,836,600**	**(43,400)**	**(2.3%)**
	Total Retiree Health Ins Fund	**2,702,149**	**1,671,580**	**2,740,600**	**3,993,000**	**3,736,600**	**(256,400)**	**(6.4%)**

EXPENDITURES

Human Resources 0301

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
606-0301-552.20-05	Professional Services	5,000	5,000	5,000	5,000	**5,000**	0	0.0%
606-0301-552.20-45	Claims Administration	139,770	78,629	144,600	165,000	**150,000**	(15,000)	(9.1%)
606-0301-552.20-55	Health Insurance Premiums	126,131	80,874	130,000	130,000	**134,000**	4,000	3.1%
605-0301-552.20-58	Vision Plan Premiums	0	0	0	0	**5,000**	5,000	N/A
606-0301-552.20-60	HMO Insurance Premiums	331,528	208,674	336,000	325,000	**346,700**	21,700	6.7%
	Contractual Services	**602,429**	**373,177**	**615,600**	**625,000**	**640,700**	**15,700**	**2.5%**
606-0301-552.42-75	Claims Medical Loss	2,018,573	1,247,852	2,040,000	3,277,000	**2,995,900**	(281,100)	(8.6%)
606-0301-552.42-77	Claims Dental Loss	81,147	50,551	85,000	91,000	**100,000**	9,000	9.9%
	Other Charges	**2,099,720**	**1,298,403**	**2,125,000**	**3,368,000**	**3,095,900**	**(272,100)**	**(8.1%)**
	Total Human Resources	**2,702,149**	**1,671,580**	**2,740,600**	**3,993,000**	**3,736,600**	**(256,400)**	**(6.4%)**
	Total Retiree Health Ins Fund	**2,702,149**	**1,671,580**	**2,740,600**	**3,993,000**	**3,736,600**	**(256,400)**	**(6.4%)**

HUMAN RESOURCES 0301

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CONTRACTUAL SERVICES:						
606-0301-552.20-05	Professional Services	Legal and consultant fees		5,000		5,000
606-0301-552.20-45	Claims Administration	Fee charged for processing claims and administering contracts, including utilization review		165,000		150,000
606-0301-552.20-55	Health Insurance Prem	Specific stop loss (145,000 per claim)	115,000		118,500	
		Aggregate stop loss (125% of expected claims)	15,000	130,000	15,500	134,000
606-0301-552.20-58	Vision Plan Premium	Employee vision insurance		0		5,000
606-0301-552.20-60	HMO Insurance Premium	Alternative HMO medical coverage		325,000		346,700
		TOTAL CONTRACTUAL SERVICES		**625,000**		**640,700**
OTHER CHARGES:						
606-0301-552.42-75	Claims-Medical Loss	Self-funded maximum claims of employees using conventional (PPO) health insurance (net of individual stop loss)		3,277,000		2,995,900
606-0301-552.42-77	Claims-Dental Loss	Self-funded expected dental claims		91,000		100,000
		TOTAL OTHER CHARGES		**3,368,000**		**3,095,900**
		TOTAL HUMAN RESOURCES		**3,993,000**		**3,736,600**
		TOTAL RETIREE HEALTH INS FUND		**3,993,000**		**3,736,600**

GENERAL LIABILITY INSURANCE FUND 611

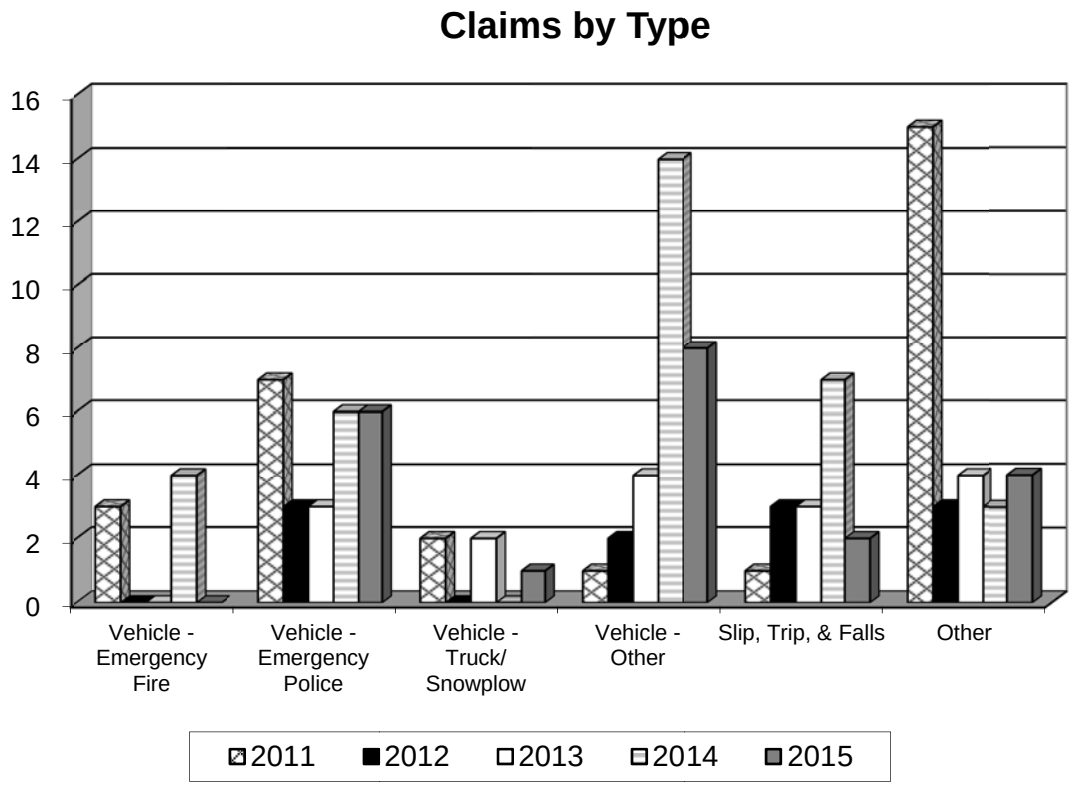
► Fund at a Glance

The Village maintains a separate General Liability Insurance Fund since it has decided to self-insure to protect itself from litigation that may arise from any form of liability, property losses and civil rights litigation. In distributing the costs, formulas are developed to charge the appropriate amount back to the fund where the liability is generated. Because we are self-insured, we monitor these costs in a single fund presentation for the purpose of financial analysis. Excess liability coverage attaches at $2 million and to further protect the financial stability of this fund, the Village purchases a separate $1 million policy to cover the gap between self-insuring the first $1 million of any claim and the excess liability coverage amount.

Restrictions:

VILLAGE POLICY – Since the Village has decided to self-insure these costs, this operation must meet regulations promulgated by the State Department of Insurance. The Village has joined a multi-jurisdictional pooled arrangement to provide for excess liability umbrella coverage known as High Excess Liability Pool (H.E.L.P.).

► Performance Measures



GENERAL LIABILITY INSURANCE FUND (Continued)

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Service Charges	708,300	498,200	781,000	781,000	**820,400**	39,400	5.0%
Interest Income	12,512	6,026	9,800	6,000	**6,000**	0	0.0%
Other	12,632	1,275	6,500	0	**0**	0	N/A
Total Revenues	**$733,444**	**$505,501**	**$797,300**	**$787,000**	**$826,400**	**$39,400**	**5.0%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$733,444**	**$505,501**	**$797,300**	**$787,000**	**$826,400**	**$39,400**	**5.0%**
Expenditures							
Contractual Services	352,310	497,238	459,500	477,500	**513,500**	36,000	7.5%
Other Charges	626,650	469,398	572,000	572,000	**572,000**	0	0.0%
Total Expenditures	**$978,960**	**$966,636**	**$1,031,500**	**$1,049,500**	**$1,085,500**	**$36,000**	**3.4%**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$978,960**	**$966,636**	**$1,031,500**	**$1,049,500**	**$1,085,500**	**$36,000**	**3.4%**
Revenues over (under) Expenditures	**($245,516)**	**($461,135)**	**($234,200)**	**($262,500)**	**($259,100)**	**$3,400**	**(1.3%)**
BEGINNING WORKING CASH	**3,547,297**	**3,301,781**	**2,840,646**	**2,840,646**	**2,606,446**	**(234,200)**	**(8.2%)**
ENDING WORKING CASH	**$3,301,781**	**$2,840,646**	**$2,606,446**	**$2,578,146**	**$2,347,346**	**($230,800)**	**(9.0%)**

GENERAL LIABILITY INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
611-0000-451.68-00	Charges To Operations	708,300	498,200	781,000	781,000	**820,400**	39,400	5.0%
	Charges for Services	**708,300**	**498,200**	**781,000**	**781,000**	**820,400**	**39,400**	**5.0%**
611-0000-461.02-00	Interest on Investments	5,976	5,204	6,000	6,000	**6,000**	0	0.0%
611-0000-462.10-00	Market Value Adjustments	6,536	822	3,800	0	**0**	0	N/A
	Interest Income	**12,512**	**6,026**	**9,800**	**6,000**	**6,000**	**0**	**0.0%**
611-0000-489.90-00	Other Income	12,632	1,275	6,500	0	**0**	0	N/A
	Other	**12,632**	**1,275**	**6,500**	**0**	**0**	**0**	**N/A**
	Total General Liability Ins Fund	**733,444**	**505,501**	**797,300**	**787,000**	**826,400**	**39,400**	**5.0%**

EXPENDITURES

Finance 0501

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
611-0501-552.20-05	Professional Services	0	0	0	5,000	**28,000**	23,000	460.0%
611-0501-552.20-45	Claims Administration	17,734	46,830	20,500	20,500	**21,500**	1,000	4.9%
611-0501-552.20-50	Loss Prevention Program	0	0	0	5,000	**5,000**	0	0.0%
611-0501-552.20-70	Insurance Premiums	334,574	450,408	439,000	447,000	**459,000**	12,000	2.7%
611-0501-552.22-05	Postage	2	0	0	0	**0**	0	N/A
	Contractual Services	**352,310**	**497,238**	**459,500**	**477,500**	**513,500**	**36,000**	**7.5%**
611-9901-591.40-78	IMET Expense	23,167	5,213	0	0	**0**	0	N/A
611-0501-552.42-53	Vehicle Loss	18,504	68,152	65,000	65,000	**65,000**	0	0.0%
611-0501-552.42-55	Property Loss	0	0	7,000	7,000	**7,000**	0	0.0%
611-0501-552.42-60	Liability Losses	584,979	396,033	500,000	500,000	**500,000**	0	0.0%
	Other Charges	**626,650**	**469,398**	**572,000**	**572,000**	**572,000**	**0**	**0.0%**
	Total Finance	**978,960**	**966,636**	**1,031,500**	**1,049,500**	**1,085,500**	**36,000**	**3.4%**
	Total General Liability Ins Fund	**978,960**	**966,636**	**1,031,500**	**1,049,500**	**1,085,500**	**36,000**	**3.4%**

FINANCE **0501**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
CONTRACTUAL SERVICES:						
611-0501-552.20-05	Professional Services	Insurance consultant	2,000		2,000	
		Annual update of Village property valuation	3,000	5,000	26,000	28,000
611-0501-552.20-45	Claims Administration	Claims administration		20,500		21,500
611-0501-552.20-50	Loss Prevention/Program	Miscellaneous loss prevention		5,000		5,000
611-0501-552.20-70	Insurance Premiums	HELP (excess liability)	194,000		201,000	
		Property insurance	160,000		165,000	
		Public entity excess	80,000		80,000	
		Treasurer's bond	12,000		12,000	
		Notary bonds	1,000	447,000	1,000	459,000
		TOTAL CONTRACTUAL SERVICES		**477,500**		**513,500**
OTHER CHARGES:						
611-0501-552.42-53	Vehicle Loss	Property loss and liability loss regarding vehicle accidents		65,000		65,000
611-0501-552.42-55	Property Loss	Property loss, not including vehicle damage		7,000		7,000
611-0501-552.42-60	Liability Losses	General liability, not including vehicle liability		500,000		500,000
		TOTAL OTHER CHARGES		**572,000**		**572,000**
		TOTAL FINANCE		**1,049,500**		**1,085,500**
		TOTAL GENERAL LIABILITY INS FUND		**1,049,500**		**1,085,500**

WORKERS' COMPENSATION INSURANCE FUND 615

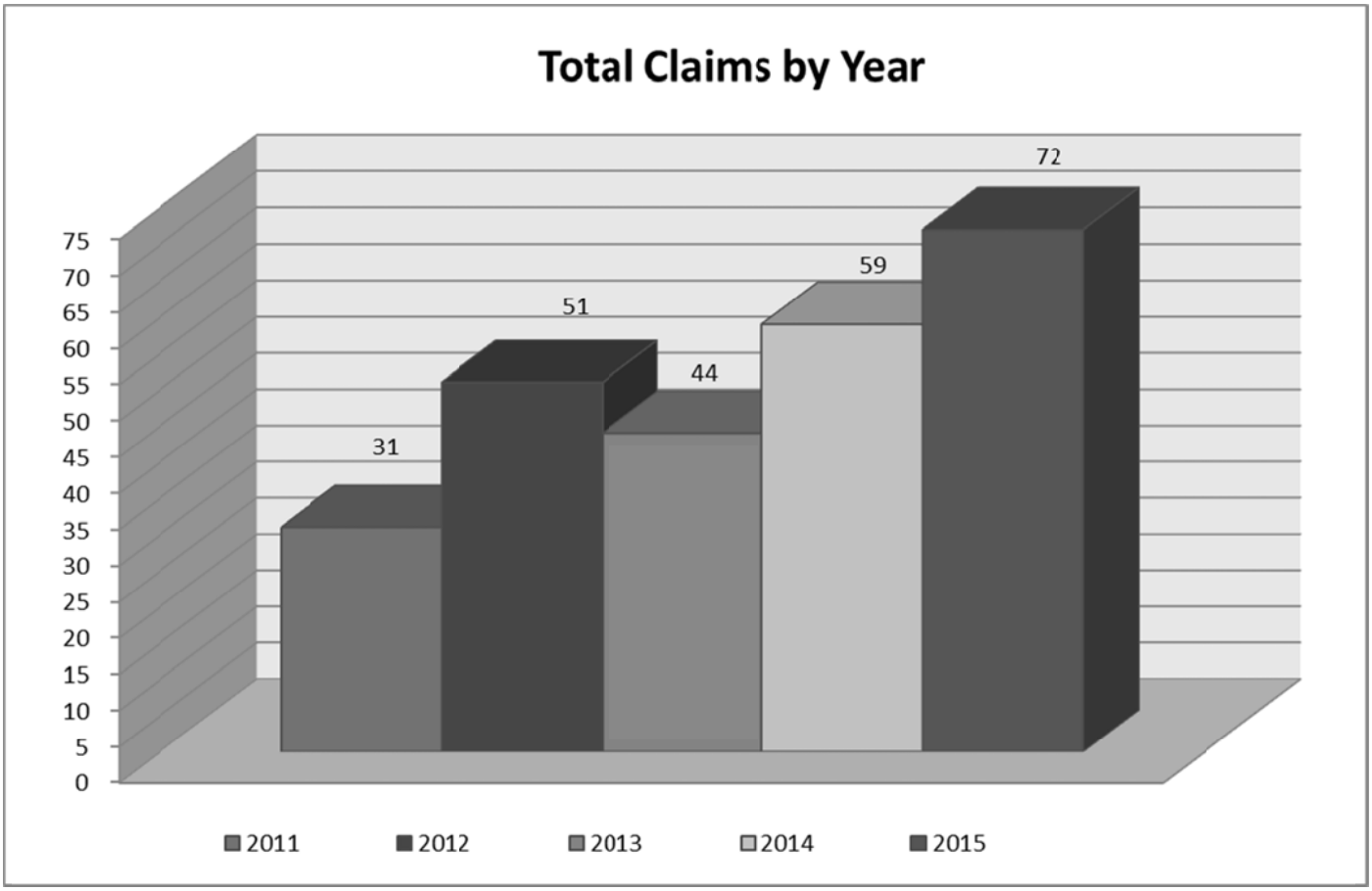
► Fund at a Glance

The Village maintains a separate fund for the purpose of accounting for state mandated Workers' Compensation benefits for employees who suffer job related illness or injury. In distributing cost, formulas are developed to charge the appropriate amount of "manual premium" back to the fund where the employees are budgeted and accounted. Because we are self-insured, we monitor these costs in a single fund presentation for the purpose of financial analysis.

Restrictions:

VILLAGE POLICY/STATE LAW – Since the Village has decided to self-insure these costs, certain regulations of the State of Illinois' Workers' Compensation Act must meet regulations promulgated by the State Department of Insurance.

► Performance Measures



WORKERS' COMPENSATION INSURANCE FUND (Continued)

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Service Charges	1,883,200	1,299,600	1,997,600	1,997,600	**2,057,500**	59,900	3.0%
Interest Income	22,015	10,596	17,700	10,500	**10,500**	0	0.0%
Sales/Reimbursable/Rents	131,394	61,168	39,500	0	**0**	0	N/A
Other	2,042	7,149	100	0	**0**	0	N/A
Total Revenues	**$2,038,651**	**$1,378,513**	**$2,054,900**	**$2,008,100**	**$2,068,000**	**$59,900**	**3.0%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$2,038,651**	**$1,378,513**	**$2,054,900**	**$2,008,100**	**$2,068,000**	**$59,900**	**3.0%**
Expenditures							
Personal Services	$98,044	$79,898	$138,300	$139,800	**$151,500**	$11,700	8.4%
Contractual Services	305,709	372,298	532,100	545,900	**399,800**	(146,100)	(26.8%)
Commodities	1,117	708	1,400	1,900	**1,900**	0	0.0%
Other Charges	1,655,720	1,657,429	1,440,300	1,470,500	**1,470,300**	(200)	(0.0%)
Total Expenditures	**$2,060,590**	**$2,110,333**	**$2,112,100**	**$2,158,100**	**$2,023,500**	**($134,600)**	**(6.2%)**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$2,060,590**	**$2,110,333**	**$2,112,100**	**$2,158,100**	**$2,023,500**	**($134,600)**	**(6.2%)**
Revenues over (under) Expenditures	**($21,939)**	**($731,820)**	**($57,200)**	**($150,000)**	**$44,500**	**$194,500**	**(129.7%)**
BEGINNING WORKING CASH	**4,932,938**	**4,910,999**	**4,179,179**	**4,179,179**	**4,121,979**	**(57,200)**	**(1.4%)**
ENDING WORKING CASH	**$4,910,999**	**$4,179,179**	**$4,121,979**	**$4,029,179**	**$4,166,479**	**$137,300**	**3.4%**

WORKERS' COMPENSATION INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
615-0000-451.68-00	Charges To Operations	1,883,200	1,299,600	1,997,600	1,997,600	**2,057,500**	59,900	3.0%
	Charges for Services	**1,883,200**	**1,299,600**	**1,997,600**	**1,997,600**	**2,057,500**	**59,900**	**3.0%**
615-0000-461.02-00	Interest on Investments	10,457	9,146	10,500	10,500	**10,500**	0	0.0%
615-0000-462.10-00	Market Value Adjustments	11,558	1,450	7,200	0	**0**	0	N/A
	Interest Income	**22,015**	**10,596**	**17,700**	**10,500**	**10,500**	**0**	**0.0%**
615-0000-471.22-00	Workers Comp Reimburse	131,393	61,168	39,500	0	**0**	0	N/A
	Insurance	**131,393**	**61,168**	**39,500**	**0**	**0**	**0**	**N/A**
615-0000-489.90-00	Other Income	2,042	7,149	100	0	**0**	0	N/A
	Other	**2,042**	**7,149**	**100**	**0**	**0**	**0**	**N/A**
	Total Workers' Comp Ins Fund	**2,038,650**	**1,378,513**	**2,054,900**	**2,008,100**	**2,068,000**	**59,900**	**3.0%**

WORKERS' COMPENSATION INSURANCE FUND

EXPENDITURES

Human Resources 0301

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
615-0301-552.10-01	Salaries	70,786	51,199	80,600	79,700	**89,100**	9,400	11.8%
615-0301-552.18-01	Temporary Help	2,013	0	3,900	3,900	**4,000**	100	2.6%
615-0301-552.18-80	Special Detail	0	0	5,000	7,500	**7,500**	0	0.0%
	Salaries	**72,799**	**51,199**	**89,500**	**91,100**	**100,600**	**9,500**	**10.4%**
615-0301-552.19-01	Workers Compensation	100	100	100	100	**100**	0	0.0%
615-0301-552.19-05	Medical Insurance	9,600	6,600	10,200	10,200	**10,400**	200	2.0%
615-0301-552.19-10	IMRF	9,628	6,637	11,500	11,400	**12,700**	1,300	11.4%
615-0301-552.19-11	Social Security	4,330	3,128	5,700	5,700	**6,200**	500	8.8%
615-0301-552.19-12	Medicare	1,013	732	1,300	1,300	**1,500**	200	15.4%
615-0301-552.19-15	Compensated Absences	148	0	0	0	**0**	0	N/A
615-0301-552.19-30	Unemployment Benefits	426	11,502	20,000	20,000	**20,000**	0	0.0%
	Fringe Benefits	**25,245**	**28,699**	**48,800**	**48,700**	**50,900**	**2,200**	**4.5%**
615-0301-552.20-20	Legal Services	0	0	0	4,700	**4,700**	0	0.0%
615-0301-552.20-45	Claims Administration	38,365	96,010	70,000	73,600	**77,500**	3,900	5.3%
615-0301-552.20-50	Loss Prevention Program	8,452	12,998	32,000	36,000	**43,000**	7,000	19.4%
615-0301-552.20-70	Insurance Premiums	252,700	259,598	424,000	424,000	**267,000**	(157,000)	(37.0%)
615-0301-552.21-65	Other Services	70	0	0	1,000	**1,000**	0	0.0%
615-0301-552.22-02	Dues	430	285	400	700	**700**	0	0.0%
615-0301-552.22-03	Training	2,450	1,007	2,400	2,400	**2,400**	0	0.0%
615-0301-552.22-05	Postage	18	0	0	100	**100**	0	0.0%
615-0301-552.22-15	Photocopying	124	0	0	100	**100**	0	0.0%
615-0301-552.22-25	IT/GIS Service Charge	3,100	2,400	3,300	3,300	**3,300**	0	0.0%
	Contractual Services	**305,709**	**372,298**	**532,100**	**545,900**	**399,800**	**(146,100)**	**(26.8%)**
615-0301-552.30-01	Publications Periodicals	235	323	400	800	**800**	0	0.0%
615-0301-552.30-05	Office Supplies & Equip	778	385	800	800	**800**	0	0.0%
615-0301-552.33-05	Other Supplies	104	0	200	300	**300**	0	0.0%
	Commodities	**1,117**	**708**	**1,400**	**1,900**	**1,900**	**0**	**0.0%**
615-9901-591.40-78	IMET Expense	39,557	9,163	0	0	**0**	0	N/A
615-0301-552.42-75	Claims Medical Loss	728,384	770,643	600,000	670,000	**670,000**	0	0.0%
615-0301-552.42-78	Medical Loss Reserve	0	0	0	100,000	**100,000**	0	0.0%
615-0301-552.42-79	OPEB Liability Expense	637	184	300	500	**300**	(200)	(40.0%)
615-0301-552.42-80	Claims WC Salary Replace	887,142	877,439	840,000	700,000	**700,000**	0	0.0%
	Other Charges	**1,655,720**	**1,657,429**	**1,440,300**	**1,470,500**	**1,470,300**	**(200)**	**(0.0%)**
	Total Human Resources	**2,060,590**	**2,110,333**	**2,112,100**	**2,158,100**	**2,023,500**	**(134,600)**	**(6.2%)**
	Total Workers' Comp Ins Fund	**2,060,590**	**2,110,333**	**2,112,100**	**2,158,100**	**2,023,500**	**(134,600)**	**(6.2%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1035	Human Resources Coordinator	B32	1.00	1.00	
	Total F-T-E		**1.00**	**1.00**	**0.00**

Human Resources Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
	Total F-T-E All Funds	**4.00**	**4.00**	**0.00**

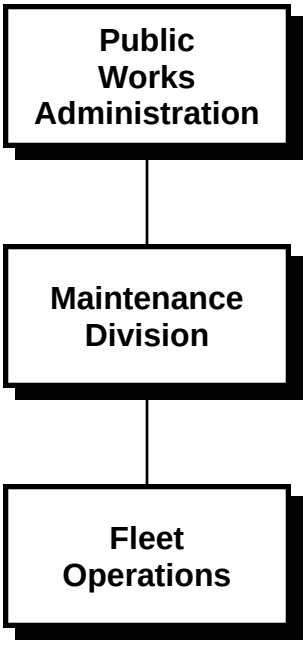
HUMAN RESOURCES 0301

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
615-0301-552.10-01	Salaries	Salaries		79,700		89,100
615-0301-552.18-01	Temporary Help	Temporary Help		3,900		4,000
615-0301-552.18-80	Special Detail	Special details by trained Village personnel acting as instructors for the Driver Safety Program		7,500		7,500
		TOTAL SALARIES		**91,100**		**100,600**
FRINGE BENEFITS:						
615-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance		100		100
615-0301-552.19-05	Medical Insurance	Medical Insurance		10,200		10,400
615-0301-552.19-10	IMRF	IMRF		11,400		12,700
615-0301-552.19-11	Social Security	Social Security		5,700		6,200
615-0301-552.19-12	Medicare	Medicare		1,300		1,500
615-0301-552.19-30	Unemployment Benefits	Unemployment benefits		20,000		20,000
		TOTAL FRINGE BENEFITS		**48,700**		**50,900**
CONTRACTUAL SERVICES:						
615-0301-552.20-20	Legal Services	Legal Services		4,700		4,700
615-0301-552.20-45	Claims Administration	Claims administration	43,000		45,000	
		Loss control service	30,600	73,600	32,500	77,500
615-0301-552.20-50	Loss Prevention/Program	Back/knee injury prevention	4,000		4,000	
		Employee blood screening	1,000		1,000	
		Fitness Programs	5,000		5,000	
		Hazardous communication training	5,000		5,000	
		Incentive Program	7,000		7,000	
		Misc. prevention programs & services	9,500		9,500	
		Blood borne pathogen program	500		500	
		Miscellaneous loss prevention training programs	4,000	36,000	11,000	43,000
615-0301-552.20-70	Insurance Premiums	Premium for insurance above $750,000		424,000		267,000
615-0301-552.21-65	Other Services	Miscellaneous services		1,000		1,000
615-0301-552.22-02	Dues	Dues		700		700

HUMAN RESOURCES (cont.) 0301

Account Number	Account Title	Description	Budget 2016	Budget 2017
615-0301-552.22-03	Training	Training	2,400	2,400
615-0301-552.22-05	Postage	Postage	100	100
615-0301-552.22-15	Photocopying	Photocopying	100	100
615-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	3,300	3,300
		TOTAL CONTRACTUAL SERVICES	**545,900**	**399,800**
COMMODITIES:				
615-0301-552.30-01	Publications/Periodicals	Miscellaneous publications	800	800
615-0301-552.30-05	Office Supplies & Equip.	General office supplies	800	800
615-0301-552.33-05	Other Supplies	Other Commodities	300	300
		TOTAL COMMODITIES	**1,900**	**1,900**
OTHER CHARGES:				
615-0301-552.42-75	Claims Medical Losses	Employee medical claims	670,000	670,000
615-0301-552.42-78	Medical Loss Reserve	Medical Loss Reserve	100,000	100,000
615-0301-552.42-79	OPEB Liability Expense	OPEB liability expense	500	300
615-0301-552.42-80	Claims WC Sal. Rpl/Indem	Salary replacement, final settlements	700,000	700,000
		TOTAL OTHER CHARGES	**1,470,500**	**1,470,300**
		TOTAL HUMAN RESOURCES	**2,158,100**	**2,023,500**
		TOTAL WORKERS' COMP INS FUND	**2,158,100**	**2,023,500**

ORGANIZATION STRUCTURE



FLEET OPERATIONS FUND 621

► Fund at a Glance

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

Fleet Operations is organizationally within the Maintenance Division of the Public Works Department. The unit is responsible for maintaining the 257 vehicles and 88 pieces of maintenance equipment operated by the various departments within the Village. The unit also provides maintenance for six buses operated by Wheeling Township for the Senior Citizen Dial-a-Ride. Costs associated with maintenance, repair and fueling are maintained in a PC based fleet management program.

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

► Performance Measures

	Calendar Year		
	2013	**2014**	**2015**
1. Vehicles/equipment maintained	337	343	345
2. Work orders completed	2,890	2,415	2,382
3. Fleet availability			99.46%
4. Preventative maintenance efficiency			
On time:			24%
Between 1 mile and 500 miles overdue: :			59%
Between 501 miles and 1,000 miles overdue:			76%

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Fees	14,944	9,961	15,600	15,600	**15,000**	(600)	(3.8%)
Fines	16,218	11,745	17,000	17,000	**30,000**	13,000	76.5%
Service Charges	3,081,600	2,596,400	3,214,100	3,214,100	**3,398,700**	184,600	5.7%
Interest Income	18,440	10,170	9,000	9,000	**0**	(9,000)	(100.0%)
Sales/Reimbursable/Rents	444,312	210,391	291,500	147,000	**147,000**	0	0.0%
Other	16,905	62,391	0	0	**0**	0	N/A
Total Revenues	**$3,592,419**	**$2,901,058**	**$3,547,200**	**$3,402,700**	**$3,590,700**	**$188,000**	**5.5%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$3,592,419**	**$2,901,058**	**$3,547,200**	**$3,402,700**	**$3,590,700**	**$188,000**	**5.5%**
Expenditures							
Personal Services	$1,377,964	$952,477	$1,484,100	$1,483,400	**$1,538,000**	$54,600	3.7%
Contractual Services	176,554	183,209	272,594	270,994	**237,100**	(33,894)	(12.5%)
Commodities	391,332	196,631	450,400	450,400	**421,500**	(28,900)	(6.4%)
Other Charges	55,146	21,120	53,000	53,000	**50,000**	(3,000)	(5.7%)
Capital Items	1,872,452	1,325,247	2,356,100	2,399,959	**1,244,500**	(1,155,459)	(48.1%)
Total Expenditures	**$3,873,448**	**$2,678,684**	**$4,616,194**	**$4,657,753**	**$3,491,100**	**($1,166,653)**	**(25.0%)**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$3,873,448**	**$2,678,684**	**$4,616,194**	**$4,657,753**	**$3,491,100**	**($1,166,653)**	**(25.0%)**
Revenues over (under) Expenditures	**($281,029)**	**$222,374**	**($1,068,994)**	**($1,255,053)**	**$99,600**	**$1,354,653**	**(107.9%)**
BEGINNING WORKING CASH	**6,225,563**	**5,944,534**	**6,166,908**	**6,166,908**	**5,097,914**	**(1,068,994)**	**(17.3%)**
ENDING WORKING CASH	**$5,944,534**	**$6,166,908**	**$5,097,914**	**$4,911,855**	**$5,197,514**	**$285,659**	**5.8%**

FLEET OPERATIONS FUND (621)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
CHARGES TO OPERATIONS		3,081,600	2,596,400	3,214,100	3,214,100	**3,398,700**	3,568,600	3,747,000	3,934,400	4,131,100
FINES		16,218	11,745	17,000	17,000	**30,000**	30,000	30,000	30,000	30,000
WHEELING BUS MAINTENANCE		14,944	9,961	15,600	15,600	**15,000**	15,000	15,000	15,000	15,000
INTEREST INCOME		18,440	10,170	9,000	9,000	**0**	25,000	25,000	25,000	25,000
SALES/REIMB./RENTS		444,312	210,390	291,500	147,000	**147,000**	200,000	200,000	200,000	200,000
OTHER		16,905	62,391	0	0	**0**	0	0	0	0
OPERATING TRANSFER IN		0	0	0	0	**0**	0	0	0	0
TOTAL REVENUES		3,592,419	2,901,057	3,547,200	3,402,700	**3,590,700**	3,838,600	4,017,000	4,204,400	4,401,100
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		1,377,964	952,477	1,484,100	1,483,400	**1,538,000**	1,618,100	1,679,500	1,763,500	1,851,700
Contractual Services		176,554	183,209	272,594	270,994	**237,100**	241,800	246,600	251,500	256,500
Commodities		391,332	196,631	450,400	450,400	**421,500**	429,900	438,500	447,300	456,200
Other Charges		55,146	11,828	23,000	23,000	**20,000**	20,000	20,000	20,000	20,000
SUBTOTAL - OPERATING EXPENDITURES		2,000,996	1,344,145	2,230,094	2,227,794	**2,216,600**	2,309,800	2,384,600	2,482,300	2,584,400
BUILDING & LAND										
Municipal Buildings Refurbishing (Electrical Upgrade to Gar	BL-95-05	0	0	0	0	**0**	0	50,000	0	0
Heating Plant/Air Conditioner Replacement	BL-96-01	0	0	0	0	**0**	0	69,000	0	0
VEHICLES [1]										
Vehicle and Special Equipment Repl - PW	VH-95-01	201,172	112,936	1,835,800	1,835,766	**30,000**	899,000	1,753,200	792,700	1,200,000
Vehicle and Special Equipment Repl - W&S	VH-95-02	179,866	373,450	155,800	155,768	**290,000**	1,000,000	420,900	98,300	0
Vehicle Replacement - Police Department	VH-95-03	177,101	143,574	194,700	194,657	**152,500**	493,900	425,200	234,300	171,700
Vehicle Replacement - Fire Department	VH-95-04	1,250,130	552,370	23,000	23,000	**750,000**	231,800	231,800	138,600	510,300
Vehicle Replacement - Municipal Fleet Services	VH-95-06	23,785	0	0	0	**0**	0	0	55,000	51,000
Vehicle Replacement - Municipal Parking Operations	VH-95-08	0	0	121,800	121,768	**0**	0	0	87,100	0
Vehicle Replacement - Building & Health Services	VH-95-10	17,338	105,728	0	22,000	**0**	0	0	73,000	50,000
Vehicle Replacement - Engineering Department	VH-95-11	23,060	37,189	25,000	25,000	**22,000**	25,000	0	0	0
Vehicle Replacement - Planning Department	VH-95-12	0	0	0	22,000	**0**	0	0	0	0
Vehicle Replacement - IT/GIS Department	VH-95-15	0	0	0	0	**0**	0	23,000	0	0
SUBTOTAL - VEHICLES		1,872,452	1,325,247	2,356,100	2,399,959	**1,244,500**	2,649,700	2,854,100	1,479,000	1,983,000
IMET EXPENSE		0	9,292	0	0	**0**	0	0	0	0
OPERATING CONTINGENCY		0	0	30,000	30,000	**30,000**	0	0	0	0
TOTAL EXPENDITURES		3,873,448	2,678,684	4,616,194	4,657,753	**3,491,100**	4,959,500	5,238,700	3,961,300	4,567,400
BEGINNING WORKING CASH		6,225,563	5,944,534	6,166,907		**5,097,913**	5,197,513	4,076,613	2,854,913	3,098,013
REVENUES OVER (UNDER) EXPENDITURES		(281,029)	222,373	(1,068,994)	(1,255,053)	**99,600**	(1,120,900)	(1,221,700)	243,100	(166,300)
ENDING WORKING CASH		5,944,534	6,166,907	5,097,913		**5,197,513**	4,076,613	2,854,913	3,098,013	2,931,713

FLEET OPERATIONS FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
621-0000-431.24-00	Wheeling Bus Maintenance	14,944	9,961	15,600	15,600	**15,000**	(600)	(3.8%)
	General Government Fees	**14,944**	**9,961**	**15,600**	**15,600**	**15,000**	**(600)**	**(3.8%)**
621-0000-441.20-00	Vehicle Code Violation Fines	16,218	11,745	17,000	17,000	**30,000**	13,000	76.5%
	Fines	**16,218**	**11,745**	**17,000**	**17,000**	**30,000**	**13,000**	**76.5%**
621-0000-451.68-00	Charges To Operations	3,081,600	2,596,400	3,214,100	3,214,100	**3,398,700**	184,600	5.7%
	Charges for Services	**3,081,600**	**2,596,400**	**3,214,100**	**3,214,100**	**3,398,700**	**184,600**	**5.7%**
621-0000-461.02-00	Interest on Investments	8,774	8,872	9,000	9,000	**0**	(9,000)	(100.0%)
621-0000-462.10-00	Market Value Adjustments	9,666	1,298	0	0	**0**	0	N/A
	Interest Income	**18,440**	**10,170**	**9,000**	**9,000**	**0**	**(9,000)**	**(100.0%)**
621-0000-471.15-00	Property Damage G B Pay	19,289	36,664	9,600	0	**0**	0	N/A
	Insurance/Property Damage	**19,289**	**36,664**	**9,600**	**0**	**0**	**0**	**N/A**
621-0000-472.24-00	Sale of Equipment	286,512	95,709	134,900	0	**0**	0	N/A
621-0000-472.26-00	Non Village Fuel Sales	138,511	78,018	147,000	147,000	**147,000**	0	0.0%
	Sales	**425,023**	**173,727**	**281,900**	**147,000**	**147,000**	**0**	**0.0%**
621-0000-489.88-00	Contributions	14,189	0	0	0	0	0	N/A
621-0000-489.90-00	Other Income	2,716	62,391	0	0	0	0	N/A
	Other	**16,905**	**62,391**	**0**	**0**	**0**	**0**	**N/A**
621-0000-491.05-00	Operating Transfer In	0	0	0	0	**0**	0	N/A
	Other Financing Sources	**0**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total Fleet Operations Fund	**3,592,419**	**2,901,058**	**3,547,200**	**3,402,700**	**3,590,700**	**188,000**	**5.5%**

FLEET OPERATIONS FUND

EXPENDITURES

Municipal Fleet Services 7501

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
621-7501-551.10-01	Salaries	922,956	638,828	970,700	970,100	**1,009,700**	39,600	4.1%
621-7501-551.18-01	Temporary Help	3,960	4,172	8,300	8,300	**8,500**	200	2.4%
621-7501-551.18-05	Overtime Civilian	24,608	21,478	53,200	53,200	**54,500**	1,300	2.4%
	Salaries	**951,524**	**664,478**	**1,032,200**	**1,031,600**	**1,072,700**	**41,100**	**4.0%**
621-7501-551.19-01	Workers Compensation	44,100	30,400	46,700	46,700	**48,100**	1,400	3.0%
621-7501-551.19-05	Medical Insurance	185,100	124,800	196,300	196,300	**200,200**	3,900	2.0%
621-7501-551.19-10	IMRF	126,027	83,402	129,900	129,800	**134,900**	5,100	3.9%
621-7501-551.19-11	Social Security	57,715	40,034	64,000	64,000	**66,500**	2,500	3.9%
621-7501-551.19-12	Medicare	13,498	9,363	15,000	15,000	**15,600**	600	4.0%
	Fringe Benefits	**426,440**	**287,999**	**451,900**	**451,800**	**465,300**	**13,500**	**3.0%**
621-7501-551.21-02	Equipment Maintenance	6,674	7,329	11,500	9,900	**11,000**	1,100	11.1%
621-7501-551.21-07	Vehicle Equipment Maint	115,190	121,518	178,094	178,094	**155,000**	(23,094)	(13.0%)
621-7501-551.21-08	Vehicle Damage	11,154	22,230	25,000	25,000	**25,000**	0	0.0%
621-7501-551.21-36	Equipment Rental	2,145	1,120	2,500	2,500	**2,500**	0	0.0%
621-7501-551.21-62	Disposal Services	669	119	1,500	1,500	**2,000**	500	33.3%
621-7501-551.21-65	Other Services	0	204	0	0	**0**	0	N/A
621-7501-551.22-02	Dues	406	313	700	700	**700**	0	0.0%
621-7501-551.22-03	Training	2,312	1,485	3,500	3,500	**4,000**	500	14.3%
621-7501-551.22-05	Postage	280	179	300	300	**300**	0	0.0%
621-7501-551.22-10	Printing	24	312	500	500	**500**	0	0.0%
621-7501-551.22-25	IT/GIS Service Charge	21,600	16,600	32,800	32,800	**23,200**	(9,600)	(29.3%)
621-7501-551.22-37	Vehicle/Equip Lease Chrg	16,100	11,800	16,200	16,200	**12,900**	(3,300)	(20.4%)
	Contractual Services	**176,554**	**183,209**	**272,594**	**270,994**	**237,100**	**(33,894)**	**(12.5%)**
621-7501-551.30-01	Publications Periodicals	86	356	100	100	**100**	0	0.0%
621-7501-551.30-05	Office Supplies & Equip	538	0	600	600	**600**	0	0.0%
621-7501-551.30-35	Clothing	5,776	4,142	5,700	5,700	**5,800**	100	1.8%
621-7501-551.30-50	Petroleum Products	851	699	800	800	**1,100**	300	37.5%
621-7501-551.30-55	Non Village Fuel Resale	125,577	67,608	158,200	158,200	**129,000**	(29,200)	(18.5%)
621-7501-551.31-50	Vehicle Maintenance Sup	239,543	117,186	267,300	267,300	**267,300**	0	0.0%
621-7501-551.31-65	Other Equip & Supplies	14,173	4,358	12,000	12,000	**12,000**	0	0.0%
621-7501-551.31-85	Small Tools and Equipment	3,167	1,777	4,000	4,000	**4,000**	0	0.0%
621-7501-551.33-05	Other Supplies	1,621	505	1,700	1,700	**1,600**	(100)	(5.9%)
	Commodities	**391,332**	**196,631**	**450,400**	**450,400**	**421,500**	**(28,900)**	**(6.4%)**
621-9901-591.40-78	IMET Expense	33,359	9,292	0	0	**0**	0	N/A
621-7501-551.40-95	Wheeling Bus Maintenance	14,145	9,616	18,000	18,000	**15,000**	(3,000)	(16.7%)
621-7501-551.40-96	Operating Contingency	0	0	30,000	30,000	**30,000**	0	0.0%
621-7501-551.42-79	OPEB Liability Expense	7,642	2,212	5,000	5,000	**5,000**	0	0.0%
	Other Charges	**55,146**	**21,120**	**53,000**	**53,000**	**50,000**	**(3,000)**	**(5.7%)**
	Total Mun. Fleet Services	**2,000,996**	**1,353,437**	**2,260,094**	**2,257,794**	**2,246,600**	**(11,194)**	**(0.5%)**

FLEET OPERATIONS FUND

EXPENDITURES

Equipment 9003

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
621-9003-572.50-05	Vehicle Equipment	1,872,452	1,325,247	2,356,100	2,399,959	**1,244,500**	(1,155,459)	(48.1%)
	Capital Outlay	**1,872,452**	**1,325,247**	**2,356,100**	**2,399,959**	**1,244,500**	**(1,155,459)**	**(48.1%)**
	Total Equipment	**1,872,452**	**1,325,247**	**2,356,100**	**2,399,959**	**1,244,500**	**(1,155,459)**	**(48.1%)**
	Total Fleet Operations Fund	**3,873,448**	**2,678,684**	**4,616,194**	**4,657,753**	**3,491,100**	**(1,166,653)**	**(25.0%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1382	Vehicle Maintenance Foreman II	P12	1.00	1.00	
1425	Lead Automotive Tech	P09	1.00	1.00	
1430	Automotive Tech	P08	5.00	5.00	
1440	Storekeeper Supervisor	P07	1.00	1.00	
1410	Welder	P06	1.00	1.00	
1445	Storekeeper	P02	1.00	1.00	
1447	Store Clerk	P01	0.50	0.50	
	Total F-T-E		**10.50**	**10.50**	**0.00**

Public Works Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	41.25	41.25	
435	Emerald Ash Borer (EAB) Fund	1.00	1.00	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	**93.50**	**93.50**	**0.00**

MUNICIPAL FLEET SERVICES 7501

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
621-7501-551.10-01	Salaries	Salaries		970,100		1,009,700
621-7501-551.18-01	Temporary Help	Temporary Help		8,300		8,500
621-7501-551.18-05	Overtime Civilian	Overtime Civilian		53,200		54,500
		TOTAL SALARIES		**1,031,600**		**1,072,700**
FRINGE BENEFITS:						
621-7501-551.19-01	Workers' Compensation	Workers' Compensation Insurance		46,700		48,100
621-7501-551.19-05	Medical Insurance	Medical Insurance		196,300		200,200
621-7501-551.19-10	IMRF	IMRF		129,800		134,900
621-7501-551.19-11	Social Security	Social Security		64,000		66,500
621-7501-551.19-12	Medicare	Medicare		15,000		15,600
		TOTAL FRINGE BENEFITS		**451,800**		**465,300**
CONTRACTUAL SERVICES:						
621-7501-551.21-02	Equipment Maintenance	Fleet/ Inv. Software Support & Subscriptions	6,300		6,300	
		Fuel Master	700		1,500	
		Diagnostic equipment	1,700		2,000	
		Overhead crane	1,200		1,200	
		Software update subscription	0	9,900	0	11,000
621-7501-551.21-07	Vehicle Equip. Maint.	Vehicle equipment maintenance				
		Police	15,000		15,000	
		Fire	30,000		30,000	
		Engineering	7,000		7,000	
		Building	7,000		7,000	
		Health	7,000		7,000	
		IT	7,000		7,000	
		Planning	7,000		7,000	
		PW Maint	54,000		54,000	
		PW Utility	7,000		7,000	
		PW Fleet	7,000		7,000	
		Parking	7,000		7,000	
		Prior Year Encumbrance Carryover	23,094	178,094	0	155,000
621-7501-551.21-08	Vehicle Damage	Vehicle accident repair		25,000		25,000
621-7501-551.21-36	Equipment Rental	Monthly pressure cylinders		2,500		2,500
621-7501-551.21-62	Disposal Services	Removal of special and hazardous waste and scrap tires		1,500		2,000

MUNICIPAL FLEET SERVICES (cont.) 7501

Account Number	Account Title	Description	Budget 2017		Budget 2017	
621-7501-551.22-02	Dues	Dues		700		700
621-7501-551.22-03	Training	Elect. and Computer Cntrl.	250		250	
		Mechanic Test (ASE)	550		550	
		In-service Training	500		500	
		APWA (10 @ 20)	200		200	
		Fleet Management Program	500		500	
		Police and Fire Equipment Training	1,500		2,000	
		ICUEE (2)	0	3,500	0	4,000
621-7501-551.22-05	Postage	Postage		300		300
621-7501-551.22-10	Printing	Shop orders, time cards				
		Decals		500		500
621-7501-551.22-25	IT/GIS Service Charge	IT/GIS Service Charge		32,800		23,200
621-7501-551.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		16,200		12,900
		TOTAL CONTRACTUAL SERVICES		**270,994**		**237,100**
COMMODITIES:						
621-7501-551.30-01	Publications/Periodicals	Miscellaneous publications		100		100
621-7501-551.30-05	Office Supplies & Equip.	General office supplies		600		600
621-7501-551.30-35	Clothing	Uniform rental	2,200		2,200	
		Boots, rainwear, gloves & misc. clothing	2,500		2,500	
		Safety glasses, goggles, safety shoes, hard hats & misc. safety equipment	1,000	5,700	1,100	5,800
621-7501-551.30-50	Petroleum Products	Gasoline for department vehicle(s)		800		1,100
621-7501-551.30-55	Non-Village Petro Resale	Non-Village Petroleum Resale		158,200		129,000
621-7501-551.31-50	Vehicle Maintenance Supl	Public Works Maintenance	124,300		124,300	
		Public Works Fleet	100		100	
		Manager's Office / IT	500		500	
		Police	49,500		49,500	
		Fire	47,000		47,000	
		Planning & Community Development	800		800	
		Building Services	1,600		1,600	
		Health Services	1,000		1,000	
		Engineering	1,700		1,700	
		Water/Sewer - PW Utility	31,800		31,800	
		Parking	9,000	267,300	9,000	267,300
621-7501-551.31-65	Other Equip. & Supplies	Drill bits and hoses	2,000		2,000	
		General Maintenance Materials	5,400		5,400	
		Welding supplies	3,800		3,800	
		Tire repair supplies	800	12,000	800	12,000

MUNICIPAL FLEET SERVICES (cont.) 7501

Account Number	Account Title	Description	Budget 2017	Budget 2017
621-7501-551.31-85	Small Tools & Equipment	Misc. small tools & equipment	4,000	4,000
621-7501-551.33-05	Other Supplies	Wiping rags, first aid & misc. supplies	1,700	1,600
		TOTAL COMMODITIES	**450,400**	**421,500**
OTHER CHARGES:				
621-7501-551.40-95	Wheeling Bus Maintenance	Wheeling bus maintenance	18,000	15,000
621-7501-551.40-96	Operating Contingency	Operating contingency	30,000	30,000
621-7501-551.42-79	OPEB Liability Expense	OPEB liability expense	5,000	5,000
		TOTAL OTHER CHARGES	**53,000**	**50,000**
		TOTAL MUNICIPAL FLEET SERVICES	**2,257,794**	**2,246,600**

EQUIPMENT 9003

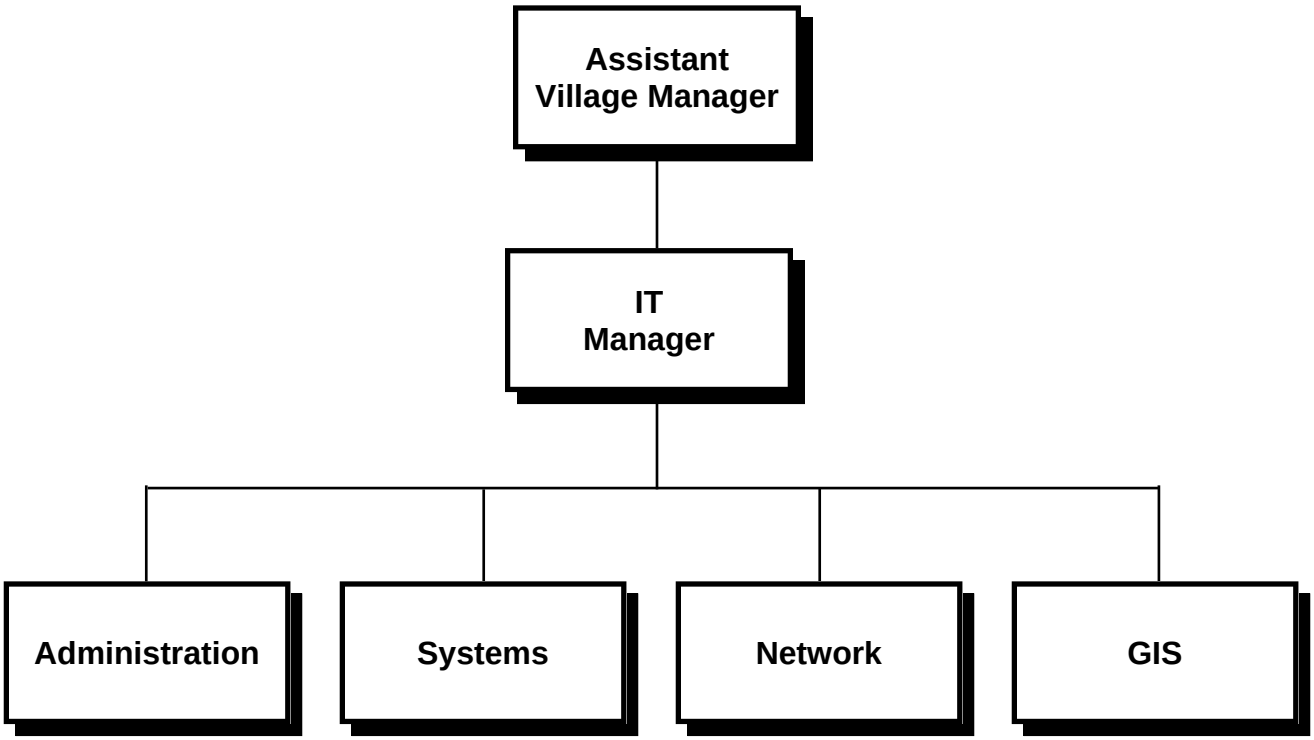
Account Number	Account Title	Description	Budget 2017		Budget 2017	
CAPITAL OUTLAY:						
621-9003-572.50-05	Vehicle Equipment	Public Works Vehicle Repl. (VH9501)		1,835,766		30,000
		Loader (1)	150,000		0	
		5 Ton Dump Truck	215,000		0	
		Aerial Truck (1)	180,000		0	
		Roller	0		30,000	
		Prior Year Encumbrance Carryover	1,290,766		0	
		Water Utility Vehicle Repl. (VH9502)		155,768		290,000
		6 Wheeler Dump Truck (1)	109,000		0	
		Dump Body Truck	0		48,000	
		Pick Up Trucks (2)	0		65,000	
		Service Body Truck	0		102,000	
		Vans (2)	0		50,000	
		SUV	0		25,000	
		Prior Year Encumbrance Carryover	46,768		0	
		Police Vehicle Repl. (VH9503)		194,657		152,500
		Patrol Vehicles (5)	145,500		152,500	
		Prior Year Encumbrance Carryover	49,157		0	
		Fire Vehicle Repl. (VH9504)		23,000		750,000
		Fire Engine	0		750,000	
		Utility Trailer (1)	23,000		0	
		Parking Vehicle Repl. (VH9508)		121,768		0
		American Lincoln	75,000		0	
		Prior Year Encumbrance Carryover	46,768		0	
		Building & Health Ser. Vehicle Repl. (VH9510)		22,000		0
		Sedans (1)	22,000		0	
		Engineering Vehicle Repl. (VH9511)		25,000		22,000
		Sport Utility Vehicle (1)	25,000		22,000	
		Planning Vehicle Repl. (VH9512)		22,000		0
		Sedans (1)	22,000		0	
		TOTAL CAPITAL OUTLAY		**2,399,959**		**1,244,500**
		TOTAL EQUIPMENT		**2,399,959**		**1,244,500**
		TOTAL FLEET OPERATIONS FUND		**4,657,753**		**3,491,100**

VILLAGE OF ARLINGTON HEIGHTS

2017 CHARGES TO OPERATIONS FOR VEHICLE LEASE CHARGES

			MAINTENANCE FEE			DEPRECIATION			LEASE COSTS			TOTAL CHARGES VEHICLE/EQUIP LEASE CHARGE		
FUND	DEPT	OPERATION	2016	2017	VARIANCE	2016	2017	VARIANCE	2016	2017	VARIANCE	2016	2017	VARIANCE
101	3001-511	Police	$414,651	$474,433	$59,782	$118,087	$118,341	$254	$0	$0	$0	$532,700	**$592,800**	$60,100
101	3501-512	Fire	395,717	451,900	56,183	342,479	356,958	14,479	0	0	0	738,200	**808,900**	70,700
101	4001-521	Planning & Community Devlp	5,388	4,009	(1,379)	1,490	1,490	0	0	0	0	6,900	**5,500**	(1,400)
101	4501-523	Building Services	32,348	41,032	8,684	14,663	19,967	5,304	0	0	0	47,000	**61,000**	14,000
101	4502-523	Health Services	19,852	20,657	805	6,179	8,770	2,591	0	0	0	26,000	**29,400**	3,400
101	5001-524	Engineering	31,789	29,796	(1,993)	7,089	10,188	3,099	0	0	0	38,900	**40,000**	1,100
101	7101-531	Public Works	775,160	783,858	8,698	487,328	496,716	9,388	0	0	0	1,262,500	**1,280,600**	18,100
		Sub-Total General Fund	**$1,674,904**	**$1,805,685**	**$130,781**	**$977,315**	**$1,012,430**	**$35,115**	**$0**	**$0**	**$0**	**$2,652,200**	**$2,818,200**	**$166,000**
235	3001-532	Police	5,388	8,017	2,629	2,270	2,270	0	0	0	0	7,700	**10,300**	2,600
235	7101-532	Public Works	18,161	34,197	16,036	9,684	11,275	1,591	0	0	0	27,800	**45,500**	17,700
505	7201-561	Water Utilities	325,810	306,640	(19,170)	179,650	199,116	19,466	2,000	2,000	0	507,500	**507,800**	300
621	7501-551	Municipal Fleet Services	13,908	10,679	(3,229)	2,250	2,250	0	0	0	0	16,200	**12,900**	(3,300)
625	0601-553	IT	2,694	4,009	1,315	0	0	0	0	0	0	2,700	**4,000**	1,300
		Sub-Total Other Funds	**$365,960**	**$363,542**	**($2,418)**	**$193,854**	**$214,911**	**$21,057**	**$2,000**	**$2,000**	**$0**	**$561,900**	**$580,500**	**$18,600**
		TOTAL CHARGES ALL FUNDS	**$2,040,864**	**$2,169,227**	**$128,363**	**$1,171,169**	**$1,227,341**	**$56,172**	**$2,000**	**$2,000**	**$0**	**$3,214,100**	**$3,398,700**	**$184,600**

ORGANIZATION STRUCTURE



TECHNOLOGY FUND 625

► Fund at a Glance

This fund was created to accumulate the costs of providing technology services to all departments and operations of the Village. There are currently two divisions in the Technology Fund, Information Technology (IT) and Geographic Information Systems (GIS). The Technology Fund falls under the general management of the Assistant Village Manager, but daily operations are managed by the IT Manager.

Restrictions:
VILLAGE POLICY – It is the intent of the Village to charge each fund and department for its share of the costs of providing technology services. Costs are allocated among individual departments in the General, Health Insurance, Fleet, and Water & Sewer Funds for IT and GIS activities based on the number of computers used in each department.

► Information Technology Division

The Information Technology (IT) operation is responsible for managing all computer and information system operations of the Village, except for specialized uses, which are handled through the Police PIMS System or through the NWCDS police and fire dispatching cooperative. Each department is responsible for the operation and ongoing training needed to utilize their specific software applications.

The IT Division consists of six technical staff, supplemented by a student intern. In addition to managing computer systems for the Village, the IT Manager provides for periodic review of Village and departmental operations to ensure they are effectively utilizing automation.

Computer services for the Village are provided through the following services and equipment:

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

In-House Network – A high-speed computer network utilizing Microsoft network protocol supports PCs and related peripheral equipment at the Village Hall and six remote sites. There are 467 personal computers that provide access to financial, administrative and office automation applications. These personal computers also provide word processing, spreadsheet and database capabilities, as well as specialized department specific applications.

Police and Fire Dispatching and Routing – The Village jointly owns with twelve other communities a cooperative dispatch system called the Northwest Central Dispatch Service (NWCDS) to provide Fire and Police dispatch services.

► Geographic Information Systems (GIS) Division

Geographic Information Systems (GIS) is a computer-based information system, which captures, stores, manipulates, analyzes and displays spatially referenced and associated attribute data for solving complex research, planning and management problems.

The GIS Manager administers the Village's GIS operation. This position reports to the IT Manager and supervises a student intern. In addition, the GIS Manager coordinates all GIS activity within the Village and with other agencies (e.g. Cook County, Lake County, Township Authorities, and School Districts, etc.).

2016 Accomplishments

1. Assisted Building Department with a pilot project of mobile on site fire inspections.
2. Completed first phase to replace main Storage Area Network hardware.
3. Replaced Village Hall network switches.

2017 Strategic Priorities

1. Enhance the SunGard HTE reporting system
Strategic Priority: Staff generated business plan project

The reporting system will be made more user friendly by the implementation of Cognos BI (Business Intelligence) software. This software is designed to enable business users without technical knowledge to extract data, analyze it, and assemble reports. Some of the additional benefits of Cognos BI are that it is a web based application, enables dynamic reporting with Microsoft Office Suite programs, and provides resources to quickly create professional reports.

Project Completion: The project will be implemented in phases with a complete project completion date by the fourth quarter of 2017.

Project Leader: IT Manager

Estimate Cost: Cost estimate is $14,000 - $22,500 depended on user training needed.

2. Wi-Fi infrastructure hardware Replacement
Strategic Priority: Staff generated business plan project

Hardware such us Wi-Fi access points located throughout municipal facilities will be replaced and reconfigured. This project will employ newer technology that will bring wireless connections throughout the Village up to the industry standards. Coverage and speed will also significantly improve, enabling various business users to speed up their processes dependent upon the use of the Wi-Fi resources.

Project Completion: The anticipated completion date is the fourth of 2017.

Project Leader: IT Manager

Estimated Cost: approximately $25,000.

Other Key 2017 Projects

A. Provide technology leadership in the rebuilding of the Police Station

B. Provide assistance and technical expertise in the Village website redevelopment

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

► Performance Measures

	FY2013	2014	2015
1. Total # of PC's/Laptops	464	463	467
# of PC's/Laptops replaced	117	84	123**
% of PC's/Laptops replaced	25.2%	18.5%	26.34%
2. Total # of printers	167	172	171
# of printers replaced	15	17	16**
% of printers replaced	9.0%	10%	9.4%
3. # of Help Desk service calls	1,583	1,881	1,859
% of Help Desk calls completed within 48 hours	97%	99%	99%
4. # of system downtime hours	7	1	1
% of system up-time	99.92%	99.99%	99.99%
5. # of addresses maintained in GIS system	63,534	36,121 ([1])	36,253
6. # of address labels	22,038	22,166	22,191
7. # of GIS Intranet/Internet applications maintained	15	15	15
8. # of GIS layers maintained	435	594	610
9. # of GIS training hours provided to Village staff	285	260	235
10. # of GIS projects (maps/data)	485	565	610

(1) In the interest of efficiency, address related data had to be redesigned from a flat table to a point layer methodology. Due to this approach, only addresses related to a building are included, hence the steep drop-off.

**Based on Calendar Year 2015, not Fiscal Year

► Hardware Inventory

Department	Computer	Printers	Servers	Switches	Routers
Mayor/Board of Trustees	4	0	n/a	n/a	n/a
Manager's Office	9	4	n/a	n/a	n/a
Human Resources	10	6	n/a	n/a	n/a
Legal	4	2	n/a	n/a	n/a
Finance	22	17	n/a	n/a	n/a
Police	140	33	n/a	n/a	n/a
Fire	61	21	n/a	n/a	n/a
Planning	15	6	n/a	n/a	n/a
Building Services	19	9	n/a	n/a	n/a
Health Services	14	5	n/a	n/a	n/a
Senior Services	16	13	n/a	n/a	n/a
Engineering	17	7	n/a	n/a	n/a
Public Works	87	34	n/a	n/a	n/a
Sub-Total: Depts not incld IT/GIS	**418**	**157**	**n/a**	**n/a**	**n/a**
IT/GIS					
User & Testing Workstations	17	9	74	38	7
Training Room	13	1	n/a	n/a	n/a
Fire Station #2 EOC	12	1	n/a	1	n/a
Loaners/Spare/TBD	6	3	n/a	n/a	n/a
Train Station	1	0	1	n/a	n/a
Sub-Total: IT/GIS	**49**	**14**	**75**	**39**	**7**
Total	**467**	**171**	**75**	**39**	**7**

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Service Charges	1,536,500	1,157,800	1,619,400	1,619,400	**1,663,700**	44,300	2.7%
Interest Income	6,023	3,223	5,400	6,000	**6,000**	0	0.0%
Other	4,347	21,419	0	0	**0**	0	N/A
Total Revenues	**$1,546,870**	**$1,182,442**	**$1,624,800**	**$1,625,400**	**$1,669,700**	**$44,300**	**2.7%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$1,546,870**	**$1,182,442**	**$1,624,800**	**$1,625,400**	**$1,669,700**	**$44,300**	**2.7%**
Expenditures							
Personal Services	$738,173	$541,111	$825,400	$852,900	**$878,400**	$25,500	3.0%
Contractual Services	388,256	254,916	523,750	528,538	**457,100**	(71,438)	(13.5%)
Commodities	59,483	42,898	79,100	79,200	**81,100**	1,900	2.4%
Other Charges	17,273	4,736	5,000	5,000	**5,000**	0	0.0%
Capital Items	208,193	151,181	242,300	242,346	**241,800**	(546)	(0.2%)
Total Expenditures	**$1,411,378**	**$994,842**	**$1,675,550**	**$1,707,984**	**$1,663,400**	**($44,584)**	**(2.6%)**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$1,411,378**	**$994,842**	**$1,675,550**	**$1,707,984**	**$1,663,400**	**($44,584)**	**(2.6%)**
Revenues over (under) Expenditures	**$135,492**	**$187,601**	**($50,750)**	**($82,584)**	**$6,300**	**$88,884**	**(107.6%)**
BEGINNING WORKING CASH	**1,558,575**	**1,694,067**	**1,881,668**	**1,881,668**	**1,830,918**	**(50,750)**	**(2.7%)**
ENDING WORKING CASH	**$1,694,067**	**$1,881,668**	**$1,830,918**	**$1,799,084**	**$1,837,218**	**$38,134**	**2.1%**

TECHNOLOGY FUND (625)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2014-15 ACTUAL	8 MO. PER. ENDING DEC. 2015 ACTUAL	2016 ESTIMATED ACTUAL	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUES										
CHARGES TO OPERATIONS		1,513,500	1,142,400	1,596,400	1,596,400	**1,633,700**	1,687,500	1,736,300	1,794,800	1,855,900
CHARGES TO OPERATIONS - LIBRARY		23,000	15,400	23,000	23,000	**23,700**	24,400	25,100	25,900	26,700
INTEREST INCOME		6,023	3,223	5,400	6,000	**6,000**	6,000	6,000	6,000	6,000
OTHER INCOME		4,347	21,419	0	0	**0**	0	0	0	0
TOTAL REVENUES		1,546,870	1,182,442	1,624,800	1,625,400	**1,663,400**	1,717,900	1,767,400	1,826,700	1,888,600
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		738,173	541,111	825,400	852,900	**878,400**	926,000	964,500	1,012,700	1,063,300
Contractual Services		388,256	254,915	523,750	528,538	**457,100**	462,800	472,100	481,500	491,100
Commodities		59,483	42,898	79,100	79,200	**81,100**	82,300	84,000	85,700	87,400
Other Charges		17,273	4,736	5,000	5,000	**5,000**	5,000	5,000	5,000	5,000
SUBTOTAL - OPERATING EXPENDITURES		1,203,185	843,660	1,433,250	1,465,638	**1,421,600**	1,476,100	1,525,600	1,584,900	1,646,800
EQUIPMENT										
IT Equipment Replacement	EQ-97-08	208,193	151,181	242,300	242,346	**241,800**	241,800	241,800	241,800	241,800
SUBTOTAL - EQUIPMENT		208,193	151,181	242,300	242,346	**241,800**	241,800	241,800	241,800	241,800
TOTAL EXPENDITURES		1,411,378	994,841	1,675,550	1,707,984	1,663,400	1,717,900	1,767,400	1,826,700	1,888,600
BEGINNING WORKING CASH		1,558,575	1,694,067	1,881,668		**1,830,918**	1,830,918	1,830,918	1,830,918	1,830,918
REVENUES OVER (UNDER) EXPENDS.		135,492	187,601	(50,750)	(82,584)	**0**	0	0	0	0
ENDING WORKING CASH		1,694,067	1,881,668	1,830,918		**1,830,918**	1,830,918	1,830,918	1,830,918	1,830,918

TECHNOLOGY FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
625-0000-451.40-00	Service Charge Library	23,000	15,400	23,000	23,000	**23,700**	700	3.0%
625-0000-451.68-00	Charges To Operations	1,513,500	1,142,400	1,596,400	1,596,400	**1,640,000**	43,600	2.7%
	Charges for Services	**1,536,500**	**1,157,800**	**1,619,400**	**1,619,400**	**1,663,700**	**44,300**	**2.7%**
625-0000-461.02-00	Interest on Investments	2,854	2,807	3,700	6,000	**6,000**	0	0.0%
625-0000-462.10-00	Market Value Adjustments	3,169	416	1,700	0	**0**	0	N/A
	Interest Income	**6,023**	**3,223**	**5,400**	**6,000**	**6,000**	**0**	**0.0%**
625-0000-489-90-00	Other Income	4,347	21,419	0	0	**0**	0	N/A
	Other	**4,347**	**21,419**	**0**	**0**	**0**	**0**	**N/A**
	Total Technology Fund	**1,546,870**	**1,182,442**	**1,624,800**	**1,625,400**	**1,669,700**	**44,300**	**2.7%**

TECHNOLOGY FUND

EXPENDITURES

Information Technology / GIS — 0601

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
625-0601-553.10-01	Salaries	511,633	379,793	553,500	576,300	**594,800**	18,500	3.2%
625-0601-553.18-01	Temporary Help	12,764	12,541	36,300	36,300	**37,200**	900	2.5%
625-0601-553.18-05	Overtime Civilian	0	0	3,600	3,600	**3,700**	100	2.8%
	Salaries	**524,397**	**392,334**	**593,400**	**616,200**	**635,700**	**19,500**	**3.2%**
625-0601-553.19-01	Workers Compensation	600	400	600	600	**600**	0	0.0%
625-0601-553.19-05	Medical Insurance	103,300	69,800	109,700	109,700	**111,800**	2,100	1.9%
625-0601-553.19-10	IMRF	70,685	49,371	76,300	79,300	**81,800**	2,500	3.2%
625-0601-553.19-11	Social Security	31,762	23,670	36,800	38,200	**39,300**	1,100	2.9%
625-0601-553.19-12	Medicare	7,428	5,536	8,600	8,900	**9,200**	300	3.4%
	Fringe Benefits	**213,775**	**148,777**	**232,000**	**236,700**	**242,700**	**6,000**	**2.5%**
625-0601-553.20-39	Data Processing Services	210,482	132,426	315,000	319,788	**249,700**	(70,088)	(21.9%)
625-0601-553.20-40	General Insurance	4,400	3,100	5,100	4,900	**5,100**	200	4.1%
625-0601-553.21-02	Equipment Maintenance	56,720	37,825	64,050	64,050	**60,700**	(3,350)	(5.2%)
625-0601-553.21-65	Other Services	107,107	71,030	108,000	108,000	**108,000**	0	0.0%
625-0601-553.22-02	Dues	270	2,677	2,300	2,300	**2,300**	0	0.0%
625-0601-553.22-03	Training	5,975	5,259	23,300	24,800	**25,300**	500	2.0%
625-0601-553.22-05	Postage	744	799	1,000	1,000	**1,000**	0	0.0%
625-0601-553.22-15	Photocopying	158	0	1,000	1,000	**1,000**	0	0.0%
625-0601-553.22-37	Vehicle/Equip Lease Chrg	2,400	1,800	4,000	2,700	**4,000**	1,300	48.1%
	Contractual Services	**388,256**	**254,916**	**523,750**	**528,538**	**457,100**	**(71,438)**	**(13.5%)**
625-0601-553.30-01	Publications Periodicals	0	0	4,300	4,300	**4,300**	0	0.0%
625-0601-553.30-05	Office Supplies & Equip	7,384	3,409	9,000	9,000	**9,000**	0	0.0%
625-0601-553.30-50	Petroleum Products	241	179	300	400	**300**	(100)	(25.0%)
625-0601-553.33-05	Other Supplies	51,858	39,310	65,500	65,500	**67,500**	2,000	3.1%
	Commodities	**59,483**	**42,898**	**79,100**	**79,200**	**81,100**	**1,900**	**2.4%**
625-9901-591.40-78	IMET Expense	10,904	2,893	0	0	**0**	0	N/A
625-0601-553.42-97	OPEB Liability Expense	6,369	1,843	5,000	5,000	**5,000**	0	0.0%
	Other Charges	**17,273**	**4,736**	**5,000**	**5,000**	**5,000**	**0**	**0.0%**
625-0601-572.50-10	Office Equipment	208,193	188,442	242,300	242,346	**241,800**	(546)	(0.2%)
625-9003-553.50-95	Fixed Asset Acquisition	0	(37,261)	0	0	**0**	0	N/A
	Capital Outlay	**208,193**	**151,181**	**242,300**	**242,346**	**241,800**	**(546)**	**(0.2%)**
	Total Technology Fund	**1,411,377**	**994,842**	**1,675,550**	**1,707,984**	**1,663,400**	**(44,584)**	**(2.6%)**

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E 2016	2017	+ (-)
1090	IT Manager	C52	1.00	1.00	
1091	GIS Manager	C42	1.00	1.00	
1093	Systems Engineer	C41	1.00	1.00	
1101	Applications Programmer	C41	1.00	1.00	
1097	IT Assistant	B23	1.00	1.00	
1099	IT Specialist	B21	1.00	1.00	
	Total F-T-E		**6.00**	**6.00**	**0.00**

Integrated Services Department
Cross Reference to All Funds

	Fund	Authorized Positions in F-T-E 2016	2017	+ (-)
101	General Fund	5.00	5.00	
625	Technology Fund	6.00	6.00	
	Total F-T-E All Funds	**11.00**	**11.00**	**0.00**

INFORMATION TECHNOLOGY / GEOGRAPHIC INFORMATION SYSTEMS 0601

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
625-0601-553.10-01	Salaries	Salaries		576,300		594,800
625-0601-553.18-01	Temporary Help	Temporary Help:				
		Temporary Help - IT	9,400		9,600	
		Temporary Help - GIS Intern	26,900	36,300	27,600	37,200
625-0601-553.18-05	Overtime Civilian	Overtime Civilian		3,600		3,700
		TOTAL SALARIES		**616,200**		**635,700**
FRINGE BENEFITS:						
625-0601-553.19-01	Workers' Compensation	Workers' Compensation Insurance		600		600
625-0601-553.19-05	Medical Insurance	Medical Insurance		109,700		111,800
625-0601-553.19-10	IMRF	IMRF		79,300		81,800
625-0601-553.19-11	Social Security	Social Security		38,200		39,300
625-0601-553.19-12	Medicare	Medicare		8,900		9,200
		TOTAL FRINGE BENEFITS		**236,700**		**242,700**
CONTRACTUAL SERVICES:						
625-0601-553.20-39	Data Processing Services	Programming/support services:				
		Disaster Recovery Project	12,200		12,200	
		Web Maintenance Project	16,000		12,000	
		Village Website Enhancement - Rebudget	75,000		0	
		Discover Arlington Website Enhancements	5,000		0	
		HTE services (ASP)	184,000		191,000	
		Two-Factor Maintenance Renewal	5,000		5,000	
		Business Process Improvement	3,500		11,300	
		NovusAGENDA electronic packets	17,600		18,200	
		Prior Year Encumbrance Carryover	1,488	319,788		249,700
625-0601-553.20-40	General Insurance	Liability and property insurance		4,900		5,100
625-0601-553.21-02	Equipment Maintenance	Mini-computer and support equipment maintenance				
		GIS	39,800		39,800	
		Prior Year Encumbrance Carryover	5,350		0	
		Printers	7,000		7,000	
		Routers/Switches	5,000		5,000	
		Network	6,900	64,050	8,900	60,700
625-0601-553.21-65	Other Services	Internet services	80,000		80,000	
		Police squad car wireless service	18,000		18,000	
		Fire vehicles wireless service	5,000		5,000	
		Cell Phone Charges	5,000	108,000	5,000	108,000
625-0601-553.22-02	Dues	Dues and professional memberships				
		IT (GMIS)		700		700
		GIS (ILGISA/URISA/AAG)		1,600		1,600

IT / GIS (cont.) **0601**

Account Number	Account Title	Description	Budget 2016		Budget 2017	
625-0601-553.22-03	Training	Seminars and specialized training				
		Conferences:	8,300		2,000	
		Technical seminars & webinars	2,500		3,000	
		End-user training	2,000		8,300	
		User group seminars	4,500		4,500	
		Tuition reimbursement	4,500		4,500	
		Miscellaneous	3,000	24,800	3,000	25,300
625-0601-553.22-05	Postage	Postage		1,000		1,000
625-0601-553.22-15	Photocopying	Photocopies, supplies & maintenance		1,000		1,000
625-0601-553.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		2,700		4,000
		TOTAL CONTRACTUAL SERVICES		**528,538**		**457,100**
COMMODITIES:						
625-0601-553.30-01	Publications/Periodicals	Periodicals and books				
		IT		3,300		3,300
		GIS		1,000		1,000
625-0601-553.30-05	Office Supplies & Equip.	General office supplies				
		IT		1,000		1,000
		GIS (includes media & cartriges for Canon plotter and printer)		8,000		8,000
625-0601-553.30-50	Petroleum Products	Gasoline for department vehicle(s)		400		300
625-0601-553.33-05	Other Supplies	Computer software, etc.				
		IT		58,000		60,000
		GIS		7,500		7,500
		TOTAL COMMODITIES		**79,200**		**81,100**
OTHER CHARGES:						
625-0601-553.42-79	OPEB Liability Expense	OPEB liability expense		5,000		5,000
		TOTAL OTHER CHARGES		**5,000**		**5,000**
CAPITAL OUTLAY:						
625-0601-572.50-10	Office Equipment	IT Equipment Repl Program (EQ9708)				
		PC, printer & server replacement	96,800		96,800	
		Prior Year Encumbrance Carryover	546		0	
		Public Safety vehicle computer systems	145,000	242,346	145,000	241,800
		TOTAL CAPITAL OUTLAY		**242,346**		**241,800**
		TOTAL TECHNOLOGY FUND		**1,707,984**		**1,663,400**

VILLAGE OF ARLINGTON HEIGHTS

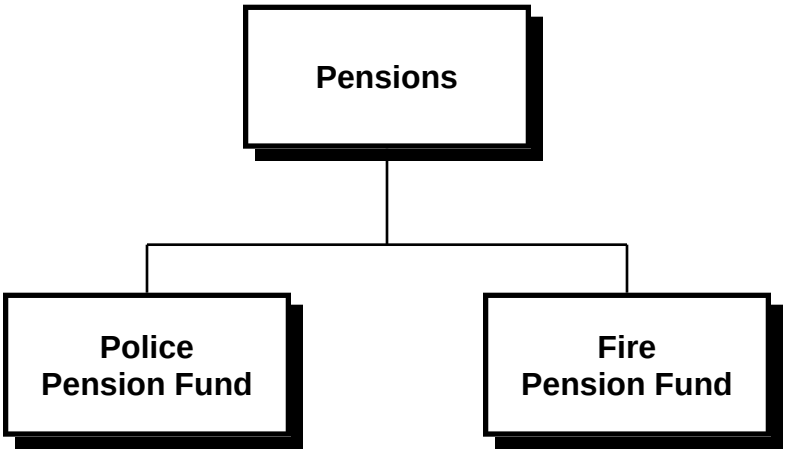
2017 CHARGES TO OPERATIONS FOR IT/GIS SERVICES

			IT/GIS SERVICE CHARGE		
FUND		**OPERATION**	**2016**	**2017**	**VARIANCE**
101	0101-501	Board of Trustees	**13,300**	**13,300**	0
101	0201-502	Integrated Services	**36,100**	**36,200**	100
101	0301-503	Human Resources	**26,700**	**26,600**	(100)
101	0401-503	Legal Department	**13,300**	**13,300**	0
101	0501-503	Finance Department	**46,100**	**39,900**	(6,200)
101	3001-511	Police Department	**447,600**	**512,300**	64,700
101	3501-512	Fire Department	**224,300**	**227,800**	3,500
101	4001-521	Planning & Community Development	**80,400**	**62,400**	(18,000)
101	4501-523	Building Services	**75,500**	**88,200**	12,700
101	4502-523	Health Services	**52,800**	**52,800**	0
101	4503-523	Senior Services	**53,300**	**53,200**	(100)
101	5001-524	Engineering Department	**87,000**	**81,500**	(5,500)
101	7101-531	Public Works Department	**180,400**	**187,200**	6,800
		Sub-Total General Fund	**$1,336,800**	**$1,394,700**	**$57,900**
235	3001-532	Parking - Police	**9,400**	**3,300**	(6,100)
505	0501-503	Water & Sewer - Finance Department	**57,700**	**58,200**	500
505	7201-561	Water & Sewer - Water Utility	**153,100**	**153,900**	800
605	0301-552	Health Insurance - Human Resources	**3,300**	**3,300**	0
615	0301-552	Workers' Comp - Human Resources	**3,300**	**3,300**	0
621	7501-551	Fleet Operations - Mun. Fleet Services	**32,800**	**23,300**	(9,500)
		Sub-Total Other Funds	**$259,600**	**$245,300**	**($14,300)**
		TOTAL VILLAGE	**$1,596,400**	**$1,640,000**	**$43,600**
291	6008-601	Memorial Library	**$23,000**	**$23,700**	**$700**
		TOTAL VILLAGE & LIBRARY	**$1,619,400**	**$1,663,700**	**$44,300**

Note: Village IT/GIS service charges are calculated as follows: The number of computers inventoried in each cost center at a point in time is divided by the total number of computers at the same point in time. The resulting percentage is multiplied by the total IT portion of the proposed budget (including the IT Equipment Replacement Program) which is calculated at 85% to the total IT/GIS budget. The number of GIS users assigned to each cost center is divided by the total GIS users (not all cost centers are charged for GIS services). The resulting percentage is multiplied by the total GIS portion of the proposed budget which is calculated at 15% of the total IT/GIS budget. These two caculations for each cost center are added together for the IT/GIS Service Charge. For 2017 a level of effort to support GIS users was updated therefore causing a variance in the departments using GIS.

PENSION FUNDS

ORGANIZATION STRUCTURE



POLICE PENSION FUND 705

► Fund at a Glance

The Village has been mandated by state law to provide for a separate Police Pension Plan. This fund is created for the purpose of providing for the retirement pensions for our police officers. The fund is administered locally and the fiduciary responsibility is placed upon the Village Treasurer and the Board of Trustees of the Police Pension Fund.

Restrictions:

State Law – The Police Pension Fund is locally administered as prescribed in Chapter 40 of the Illinois State Statutes. This fund must be separately accounted for and not commingled with other Village funds. The Village contracts for independent actuarial services.

► Performance Measures

	FY2014	FY2015	2015
1. # of Active Participants	111	113	107
# of Retired Participants	84	87	90
Regular Pensioners	60	63	66
Duty Disability Pensioners	7	7	7
Non-Duty Disability Pensioners	2	1	1
Surviving Spouses	15	16	16
2. Actuarial Value of Fund Assets at December 31	$99,369,289	$108,100,765	$113,577,132
3. Total Actuarial Liability	$136,588,346	$146,977,962	$150,607,659
4. Funded Ratio	72.8%	73.5%	75.4%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at April 30	7.2%	8.4%	(.94%)
6. Employer Annual Actuarial Funding Requirements	$4,432,200	$2,779,725*	$3,839,961

POLICE PENSION FUND (continued)

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Interest Income	8,129,293	(861,014)	3,850,000	3,850,000	**3,850,000**	0	0.0%
Other	5,791,978	5,196,757	5,697,100	5,687,000	**5,144,000**	(543,000)	(9.5%)
Total Revenues	**$13,921,271**	**$4,335,743**	**$9,547,100**	**$9,537,000**	**$8,994,000**	**($543,000)**	**(5.7%)**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$13,921,271**	**$4,335,743**	**$9,547,100**	**$9,537,000**	**$8,994,000**	**($543,000)**	**(5.7%)**
Expenditures							
Personal Services	$5,280,988	$3,777,920	$6,015,500	$5,999,000	**$6,517,000**	$518,000	8.6%
Contractual Services	323,598	182,310	347,700	356,400	**373,400**	17,000	4.8%
Commodities	0	183	200	600	**600**	0	0.0%
Other Charges	141,190	57,688	10,000	25,200	**25,200**	0	0.0%
Total Expenditures	**$5,745,776**	**$4,018,101**	**$6,373,400**	**$6,381,200**	**$6,916,200**	**$535,000**	**8.4%**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$5,745,776**	**$4,018,101**	**$6,373,400**	**$6,381,200**	**$6,916,200**	**$535,000**	**8.4%**
Revenues over (under) Expenditures	**$8,175,495**	**$317,642**	**$3,173,700**	**$3,155,800**	**$2,077,800**	**($1,078,000)**	**(34.2%)**
BEGINNING FUND BALANCE	**99,863,903**	**108,039,398**	**108,357,040**	**108,357,040**	**111,530,740**	**3,173,700**	**2.9%**
ENDING FUND BALANCE	**$108,039,398**	**$108,357,040**	**$111,530,740**	**$111,512,840**	**$113,608,540**	**$2,095,700**	**1.9%**

POLICE PENSION FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
705-0000-461.02-00	Interest on Investments	2,149,305	1,315,958	1,800,000	1,800,000	**1,800,000**	0	0.0%
	Interest Income	**2,149,305**	**1,315,958**	**1,800,000**	**1,800,000**	**1,800,000**	**0**	**0.0%**
705-0000-462.10-00	Market Value Adjustments	5,225,261	(2,699,478)	1,700,000	1,700,000	**1,700,000**	0	0.0%
705-0000-462.11-00	Dividend Income	754,727	522,506	350,000	350,000	**350,000**	0	0.0%
	Investment Income	**5,979,988**	**(2,176,972)**	**2,050,000**	**2,050,000**	**2,050,000**	**0**	**0.0%**
705-0000-485.86-00	Contributions Participant	986,380	691,981	1,100,000	1,187,000	**1,150,000**	(37,000)	(3.1%)
705-0000-485.87-00	Contribution R/E Tax	4,529,400	4,500,000	4,500,000	4,500,000	**3,994,000**	(506,000)	(11.2%)
705-0000-485.88-00	Portability Payments	273,896	0	96,300	0	**0**	0	N/A
	Pension Contributions	**5,789,676**	**5,191,981**	**5,696,300**	**5,687,000**	**5,144,000**	**(543,000)**	**(9.5%)**
705-0000-489.90-00	Other Income	2,302	4,776	800	0	**0**	0	N/A
	Other	**2,302**	**4,776**	**800**	**0**	**0**	**0**	**N/A**
	Total Police Pension Fund	**13,921,271**	**4,335,743**	**9,547,100**	**9,537,000**	**8,994,000**	**(543,000)**	**(5.7%)**

POLICE PENSION FUND

EXPENDITURES

Pensions 8001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
705-8001-631.15-01	Service Pensions	4,299,312	3,115,945	4,998,000	4,972,000	**5,442,000**	470,000	9.5%
705-8001-631.15-02	Non-Duty Disability Pension	63,971	28,353	42,500	43,000	**43,000**	0	0.0%
705-8001-631.15-03	Duty Disability Pension	329,988	221,136	381,000	341,000	**402,000**	61,000	17.9%
705-8001-631.15-04	Surviving Spouse Pension	587,717	412,486	594,000	643,000	**630,000**	(13,000)	(2.0%)
	Salaries	**5,280,988**	**3,777,920**	**6,015,500**	**5,999,000**	**6,517,000**	**518,000**	**8.6%**
705-8001-631.20-20	Legal Services	3,062	2,690	9,000	13,000	**13,000**	0	0.0%
705-8001-631.20-21	Invest Manager Services	291,516	155,508	300,000	300,000	**315,000**	15,000	5.0%
705-8001-631.20-75	Examinations	4,185	0	9,000	12,000	**13,000**	1,000	8.3%
705-8001-631.21-65	Other Services	18,042	15,495	20,000	20,000	**21,000**	1,000	5.0%
705-8001-631.22-02	Dues	0	795	800	1,000	**1,000**	0	0.0%
705-8001-631.22-03	Training	6,580	7,440	8,500	10,000	**10,000**	0	0.0%
705-8001-631.22-05	Postage	213	382	400	400	**400**	0	0.0%
	Contractual Services	**323,598**	**182,310**	**347,700**	**356,400**	**373,400**	**17,000**	**4.8%**
705-8001-631.30-01	Publications Periodicals	0	0	0	100	**100**	0	0.0%
705-8001-631.30-05	Office Supplies & Equip	0	183	200	500	**500**	0	0.0%
	Commodities	**0**	**183**	**200**	**600**	**600**	**0**	**0.0%**
705-8001-631.40-65	Pension Refunds	140,582	57,455	10,000	25,000	**25,000**	0	0.0%
705-8001-631.40-93	Foreign Taxes Paid	6	17	0	200	**200**	0	0.0%
705-9901-591.40-78	IMET Expense	602	216	0	0	**0**	0	N/A
	Other Charges	**141,190**	**57,688**	**10,000**	**25,200**	**25,200**	**0**	**0.0%**
	Total Expenditures	**5,745,776**	**4,018,101**	**6,373,400**	**6,381,200**	**6,916,200**	**535,000**	**8.4%**
	Total Police Pension Fund	**5,745,776**	**4,018,101**	**6,373,400**	**6,381,200**	**6,916,200**	**535,000**	**8.4%**

POLICE PENSION FUND

EXPENDITURE DETAIL

PENSIONS 8001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
705-8001-631.15-01	Service Pensions	Service Pensions		4,972,000		5,442,000
705-8001-631.15-02	Non-Duty Disability Pens	Non-Duty Disability Pension		43,000		43,000
705-8001-631.15-03	Duty Disability Pension	Duty Disability Pension		341,000		402,000
705-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension		643,000		630,000
		TOTAL SALARIES		**5,999,000**		**6,517,000**
CONTRACTUAL SERVICES:						
705-8001-631.20-20	Legal Services	Legal services		13,000		13,000
705-8001-631.20-21	Invest Manager Services	Investment manager services		300,000		315,000
705-8001-631.20-75	Examinations	Examinations		12,000		13,000
705-8001-631.21-65	Other Services	Tracker annual fee	2,000		2,300	
		DOI Filing Fee	8,000		8,000	
		Fiduciary Insurance	7,000		7,200	
		Other services	3,000	20,000	3,500	21,000
705-8001-631.22-02	Dues	Dues		1,000		1,000
705-8001-631.22-03	Training	Training		10,000		10,000
705-8001-631.22-05	Postage	Postage		400		400
		TOTAL CONTRACTUAL SERVICES		**356,400**		**373,400**
COMMODITIES:						
705-8001-631.30-01	Publications Periodicals	Publications		100		100
705-8001-631.30-05	Office Supplies & Equip.	General office supplies		500		500
		TOTAL COMMODITIES		**600**		**600**
OTHER CHARGES:						
705-8001-631.40-65	Pension Refunds	Refunds to other Police Departments		25,000		25,000
705-8001-631.40-93	Foreign Taxes Paid	Investment activity		200		200
		TOTAL OTHER CHARGES		**25,200**		**25,200**
		TOTAL PENSIONS		**6,381,200**		**6,916,200**
		TOTAL POLICE PENSION FUND		**6,381,200**		**6,916,200**

FIRE PENSION FUND 711

► Fund at a Glance

The Village has been mandated by state law to provide for a separate Fire Pension Plan. This fund is created for the purpose of providing for the retirement pensions of our firefighters. The fund is administered locally and the fiduciary responsibility is placed upon the Village Treasurer and the Board of Trustees of the Fire Pension Fund.

Restrictions:

STATE LAW – The Fire Pension Fund is locally administered as prescribed in Chapter 40 of the Illinois State Statutes. This fund must be separately accounted for and not commingled with other Village funds. The Village contracts for independent actuarial services.

► Performance Measures

	FY2014	FY2015	2015
1. # of Active Participants	108	108	108
# of Retired Participants	96	100	100
Regular Pensioners	60	60	64
Duty Disability Pensioners	23	23	23
Non-Duty Disability Pensioners	1	1	1
Surviving Spouses	12	16	12
2. Actuarial Value of Fund Assets at December 31	$83,899,835	$91,873,966	$96,991,286
3. Total Actuarial Liability	$129,940,881	$136,779,912	$141,084,909
4. Funded Ratio	64.6%	67.2%	68.7%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at December 31	8.6%	9.3%	(2.7%)
6. Employer Annual Actuarial Funding Requirements	$5,055,378	$3,235,984	$4,734,724

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Interest Income	6,447,767	(2,418,559)	3,800,000	3,900,000	**3,900,000**	0	0.0%
Other	5,976,436	5,769,021	6,080,000	6,104,000	**5,899,000**	(205,000)	(3.4%)
Total Revenues	**$12,424,203**	**$3,350,462**	**$9,880,000**	**$10,004,000**	**$9,799,000**	**($205,000)**	**(2.0%)**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$12,424,203**	**$3,350,462**	**$9,880,000**	**$10,004,000**	**$9,799,000**	**($205,000)**	**(2.0%)**
Expenditures							
Personal Services	$5,795,894	$3,946,419	$6,204,800	$6,276,000	**$6,658,000**	$382,000	6.1%
Contractual Services	218,499	202,543	275,200	244,000	**273,200**	29,200	12.0%
Commodities	84	70	200	900	**900**	0	0.0%
Other Charges	951	469	18,200	25,300	**25,300**	0	0.0%
Total Expenditures	**$6,015,428**	**$4,149,501**	**$6,498,400**	**$6,546,200**	**$6,957,400**	**$411,200**	**6.3%**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$6,015,428**	**$4,149,501**	**$6,498,400**	**$6,546,200**	**$6,957,400**	**$411,200**	**6.3%**
Revenues over (under) Expenditures	**$6,408,775**	**($799,039)**	**$3,381,600**	**$3,457,800**	**$2,841,600**	**($616,200)**	**(17.8%)**
BEGINNING FUND BALANCE	**85,488,074**	**91,896,849**	**91,097,810**	**91,097,810**	**94,479,410**	**3,381,600**	**3.7%**
ENDING FUND BALANCE	**$91,896,849**	**$91,097,810**	**$94,479,410**	**$94,555,610**	**$97,321,010**	**$2,765,400**	**2.9%**

FIRE PENSION FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
711-0000-461.02-00	Interest on Investments	852,058	608,788	1,000,000	1,600,000	**1,600,000**	0	0.0%
	Interest Income	**852,058**	**608,788**	**1,000,000**	**1,600,000**	**1,600,000**	**0**	**0.0%**
711-0000-462.10-00	Market Value Adjustments	4,759,343	(3,919,610)	2,400,000	2,000,000	**2,000,000**	0	0.0%
711-0000-462.11-00	Dividend Income	836,366	892,263	400,000	300,000	**300,000**	0	0.0%
	Investment Income	**5,595,709**	**(3,027,347)**	**2,800,000**	**2,300,000**	**2,300,000**	**0**	**0.0%**
711-0000-485.86-00	Contributions Participant	967,685	689,993	980,000	1,004,000	**1,010,000**	6,000	0.6%
711-0000-485.87-00	Contribution R/E Tax	5,007,300	5,057,400	5,100,000	5,100,000	**4,889,000**	(211,000)	(4.1%)
711-0000-485.88-00	Contribution Portability Pymt	0	14,530	0	0	**0**	0	N/A
	Pension Contributions	**5,974,985**	**5,761,923**	**6,080,000**	**6,104,000**	**5,899,000**	**(205,000)**	**(3.4%)**
711-0000-489.90-00	Other Income	1,451	7,098	0	0	**0**	0	N/A
	Other	**1,451**	**7,098**	**0**	**0**	**0**	**0**	**N/A**
	Total Fire Pension Fund	**12,424,203**	**3,350,462**	**9,880,000**	**10,004,000**	**9,799,000**	**(205,000)**	**(2.0%)**

FIRE PENSION FUND

EXPENDITURES

Pensions 8001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
711-8001-631.15-01	Service Pensions	4,006,157	2,733,011	4,181,000	4,426,000	**4,532,000**	106,000	2.4%
711-8001-631.15-02	Non-Duty Disability Pension	36,414	19,208	29,300	20,000	**31,000**	11,000	55.0%
711-8001-631.15-03	Duty Disability Pension	967,395	649,989	1,080,000	1,005,000	**1,173,000**	168,000	16.7%
711-8001-631.15-04	Surviving Spouse Pension	566,271	396,428	689,800	597,000	**690,000**	93,000	15.6%
711-8001-631.15-05	Occupational Disease Pens	219,657	147,783	224,700	228,000	**232,000**	4,000	1.8%
	Salaries	**5,795,894**	**3,946,419**	**6,204,800**	**6,276,000**	**6,658,000**	**382,000**	**6.1%**
711-8001-631.20-20	Legal Services	11,349	15,549	20,000	12,000	**18,000**	6,000	50.0%
711-8001-631.20-21	Invest Manager Services	183,182	140,687	205,000	190,000	**205,000**	15,000	7.9%
711-8001-631.20-22	Investment Custodian	8,948	6,362	9,000	9,000	**9,100**	100	1.1%
711-8001-631.20-23	Bank Services	0	0	0	300	**300**	0	0.0%
711-8001-631.20-75	Examinations	0	20,150	13,000	13,000	**15,000**	2,000	15.4%
711-8001-631.21-65	Other Services	13,746	16,733	25,000	16,000	**22,000**	6,000	37.5%
711-8001-631.22-02	Dues	775	1,275	800	800	**800**	0	0.0%
711-8001-631.22-03	Training	295	1,479	2,000	2,600	**2,600**	0	0.0%
711-8001-631.22-05	Postage	204	308	400	300	**400**	100	33.3%
	Contractual Services	**218,499**	**202,543**	**275,200**	**244,000**	**273,200**	**29,200**	**12.0%**
711-8001-631.30-01	Publications Periodicals	0	70	0	600	**600**	0	0.0%
711-8001-631.30-05	Office Supplies & Equip	84	0	200	300	**300**	0	0.0%
	Commodities	**84**	**70**	**200**	**900**	**900**	**0**	**0.0%**
711-8001-631.40-65	Pension Refunds	0	0	18,000	25,000	**25,000**	0	0.0%
711-8001-631.40-93	Foreign Taxes Paid	274	207	200	300	**300**	0	0.0%
711-9901-591.40-78	IMET Expense	677	262	0	0	**0**	0	N/A
	Other Charges	**951**	**469**	**18,200**	**25,300**	**25,300**	**0**	**0.0%**
	Total Pensions	**6,015,428**	**4,149,501**	**6,498,400**	**6,546,200**	**6,957,400**	**411,200**	**6.3%**
	Total Fire Pension Fund	**6,015,428**	**4,149,501**	**6,498,400**	**6,546,200**	**6,957,400**	**411,200**	**6.3%**

PENSIONS 8001

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
711-8001-631.15-01	Service Pensions	Service Pensions		4,426,000		4,532,000
711-8001-631.15-02	Non-Duty Disability Pens	Non-Duty Disability Pension		20,000		31,000
711-8001-631.15-03	Duty Disability Pension	Duty Disability Pension		1,005,000		1,173,000
711-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension		597,000		690,000
711-8001-631.15-05	Occupational Disease Pen	Occupational Disease Pension		228,000		232,000
		TOTAL SALARIES		**6,276,000**		**6,658,000**
CONTRACTUAL SERVICES:						
711-8001-631.20-20	Legal Services	Legal services		12,000		18,000
711-8001-631.20-21	Invest Manager Services	Investment manager services	152,500		165,000	
		Investment advisor	37,500	190,000	40,000	205,000
711-8001-631.20-22	Investment Custodian	Investment custodian		9,000		9,100
711-8001-631.20-23	Bank Services	Bank services		300		300
711-8001-631.20-75	Examinations	Examinations		13,000		15,000
711-8001-631.21-65	Other Services	Tracker annual fee	2,000		2,300	
		DOI filing fee	8,000		8,000	
		Secretarial	900		1,200	
		Fiduciary Insurance	4,700		4,800	
		Court Reporter	0		5,000	
		Miscellaneous	400	16,000	700	22,000
711-8001-631.22-02	Dues	Dues		800		800
711-8001-631.22-03	Training	Training		2,600		2,600
711-8001-631.22-05	Postage	Postage		300		400
		TOTAL CONTRACTUAL SERVICES		**244,000**		**273,200**
COMMODITIES:						
711-8001-631.30-01	Publications/Periodicals	Publications and periodicals		600		600
711-8001-631.30-05	Office Supplies & Equip.	General office supplies		300		300
		TOTAL COMMODITIES		**900**		**900**

PENSIONS (cont.) 8001

Account Number	Account Title	Description	Budget 2016	Budget 2017
OTHER CHARGES:				
711-8001-631.40-65	Pension Refunds	Refunds of contributions upon withdrawal	25,000	25,000
711-8001-631.40-93	Foreign Taxes Paid	Investment activity	300	300
		TOTAL OTHER CHARGES	**25,300**	**25,300**
		TOTAL PENSIONS	**6,546,200**	**6,957,400**
		TOTAL FIRE PENSION FUND	**6,546,200**	**6,957,400**

Other Funds

FOREIGN FIRE INSURANCE TAX FUND

► Fund at a Glance

Each Village that has a fire department shall receive a 2% tax of the gross receipts received from every corporation, company and association which is not incorporated under the laws of the State of Illinois and which are engaged in effecting fire insurance in their Village. This tax is due by the 15th day of July and is collected by the Illinois Municipal League and subsequently distributed on a per capita basis to eligible municipalities or fire protection districts.

Restrictions:

STATE LAW – State Law ILCS 5/11-10-1 through 10-3 requires municipalities to pass the proceeds of this tax to the treasurer of the fire department for the maintenance, use, and benefit of the department. Arlington Heights has designated a "Board" to administer these funds.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$134,186	$137,450	$130,000	$130,000	**$130,000**	$0	0.0%
Interest Income	1,278	667	1,200	600	**800**	200	33.3%
Other	25	0	0	0	**0**	0	N/A
Total Revenues	**$135,489**	**$138,117**	**$131,200**	**$130,600**	**$130,800**	**$200**	**0.2%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$135,489**	**$138,117**	**$131,200**	**$130,600**	**$130,800**	**$200**	**0.2%**
Expenditures							
Contractual Services	22,507	11,411	50,000	25,200	**50,000**	24,800	98.4%
Commodities	25,011	9,102	45,000	25,000	**50,000**	25,000	100.0%
Other Charges	2,392	721	0	0	**0**	0	N/A
Capital Items	50,768	21,082	100,000	141,986	**100,000**	(41,986)	(29.6%)
Total Expenditures	**$100,678**	**$42,316**	**$195,000**	**$192,186**	**$200,000**	**$7,814**	**4.1%**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$100,678**	**$42,316**	**$195,000**	**$192,186**	**$200,000**	**$7,814**	**4.1%**
Revenues over (under) Expenditures	**$34,811**	**$95,801**	**($63,800)**	**($61,586)**	**($69,200)**	**($7,614)**	**12.4%**
BEGINNING FUND BALANCE	**351,650**	**386,461**	**482,262**	**482,262**	**418,462**	**(63,800)**	**(13.2%)**
ENDING FUND BALANCE	**$386,461**	**$482,262**	**$418,462**	**$420,676**	**$349,262**	**($71,414)**	**(17.0%)**

FOREIGN FIRE INSURANCE TAX FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
227-0000-403.30-00	Foreign Fire Insurance Tax	134,186	137,450	130,000	130,000	**130,000**	0	0.0%
	Intergovernmental Taxes	**134,186**	**137,450**	**130,000**	**130,000**	**130,000**	**0**	**0.0%**
227-0000-461.02-00	Interest on Investments	613	601	700	600	**600**	0	0.0%
227-0000-462.10-00	Market Value Adjustments	665	66	500	0	**200**	200	N/A
	Interest Income	**1,278**	**667**	**1,200**	**600**	**800**	**200**	**33.3%**
227-0000-489.90-00	Other Income	25	0	0	0	**0**	0	N/A
	Other	**25**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total Foreign Fire Insurance	**135,489**	**138,117**	**131,200**	**130,600**	**130,800**	**200**	**0.2%**

EXPENDITURES

Foreign Fire Insurance 3701

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
227-3701-512.21-65	Other Services	0	0	0	200	**0**	(200)	(100.0%)
227-3701-512.22-03	Training	22,507	11,411	50,000	25,000	**50,000**	25,000	100.0%
	Contractual Services	**22,507**	**11,411**	**50,000**	**25,200**	**50,000**	**24,800**	**98.4%**
227-3701-512.30-35	Clothing	25,011	9,102	45,000	25,000	**50,000**	25,000	100.0%
	Commodities	**25,011**	**9,102**	**45,000**	**25,000**	**50,000**	**25,000**	**100.0%**
227-9901-591.40-78	IMET Expense	2,392	721	0	0	**0**	0	N/A
	Other Charges	**2,392**	**721**	**0**	**0**	**0**	**0**	**N/A**
227-3701-512.50-15	Other Equipment	50,768	21,082	100,000	141,986	**100,000**	(41,986)	(29.6%)
	Capital Outlay	**50,768**	**21,082**	**100,000**	**141,986**	**100,000**	**(41,986)**	**(29.6%)**
	Total Foreign Fire Insurance	**100,678**	**42,316**	**195,000**	**192,186**	**200,000**	**7,814**	**4.1%**
	Total Foreign Fire Ins Tax Fund	**100,678**	**42,316**	**195,000**	**192,186**	**200,000**	**7,814**	**4.1%**

FOREIGN FIRE INSURANCE TAX FUND

EXPENDITURE DETAIL

FOREIGN FIRE INSURANCE 3701

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
227-3701-512.21-65	Other Services	Other Services	200	0
227-3701-512.22-03	Training	Training	25,000	50,000
		TOTAL CONTRACTUAL SERVICES	**25,200**	**50,000**
COMMODITIES:				
227-3701-512.30-35	Clothing	Clothing	25,000	50,000
		TOTAL COMMODITIES	**25,000**	**50,000**
CAPITAL OUTLAY:				
227-3701-512.50-15	Other Equipment	Other Equipment	100,000	100,000
		Prior Yr Encumbrance Carryover	41,986	0
		TOTAL CAPITAL OUTLAY	**141,986**	**100,000**
		TOTAL FOREIGN FIRE INSURANCE	**192,186**	**200,000**
		TOTAL FOREIGN FIRE INS. TAX FUND	**192,186**	**200,000**

CRIMINAL INVESTIGATION FUND

CRIMINAL INVESTIGATION FUND 231

► Fund at a Glance

State and Federal statutes allow for the seizure of assets used in criminal activities. Assets can be money, real estate or automobiles. After the courts award the assets to the Police Department they are recorded in this fund for future police expenditures.

Restrictions:

FEDERAL LAW – Requires all confiscated and court awarded assets obtained under Federal statues be expended for any general law enforcement purposes.

STATE LAW – Requires all confiscated and court awarded assets obtained under State statutes be expended for drug enforcement purposes.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Interest Income	6,960	848	6,200	2,000	**2,000**	0	0.0%
Other - Deferred Revenue	1,720,863	94,518	175,200	81,000	**81,000**	0	0.0%
Total Revenues	**$1,727,823**	**$95,366**	**$181,400**	**$83,000**	**$83,000**	**$0**	**0.0%**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$1,727,823**	**$95,366**	**$181,400**	**$83,000**	**$83,000**	**$0**	**0.0%**
Expenditures							
Personal Services	$0	$0	$25,000	$25,000	**$55,300**	$30,300	121.2%
Contractual Services	0	0	0	0	**103,000**	103,000	N/A
Other Charges	205,416	60,990	190,600	196,600	**179,100**	(17,500)	(8.9%)
Total Expenditures	**$205,416**	**$60,990**	**$215,600**	**$221,600**	**$337,400**	**$115,800**	**52.3%**
Interfund Transfers Out	0	0	0	0	**0**	0	N/A
Total Expenditures and Interfund Transfers Out	**$205,416**	**$60,990**	**$215,600**	**$221,600**	**$337,400**	**$115,800**	**52.3%**
Revenues over (under) Expenditures	**$1,522,407**	**$34,376**	**($34,200)**	**($138,600)**	**($254,400)**	**($115,800)**	**83.5%**
BEGINNING FUND BALANCE	**487,584**	**2,009,991**	**2,044,367**	**2,044,367**	**2,010,167**	**(34,200)**	**(1.7%)**
ENDING FUND BALANCE	**$2,009,991**	**$2,044,367**	**$2,010,167**	**$1,905,767**	**$1,755,767**	**($150,000)**	**(7.9%)**

CRIMINAL INVESTIGATION FUND

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
231-0000-461.02-00	Interest on Investments	0	350	3,700	1,500	**1,500**	0	0.0%
231-0000-461.03-00	Interest State Awards	1,716	0	0	0	**0**	0	N/A
231-0000-461.05-00	Interest Federal Awards	4	0	0	0	**0**	0	N/A
231-0000-461.11-00	Interest Justice	5,078	0	0	0	**0**	0	N/A
231-0000-462.10-00	Market Value Adjustments	160	498	2,500	500	**500**	0	0.0%
	Interest Income	**6,958**	**848**	**6,200**	**2,000**	**2,000**	**0**	**0.0%**
231-0000-484.06-00	State Awarded Funds	78,602	13,750	30,000	6,000	**6,000**	0	0.0%
231-0000-484.09-00	National Ins Crime Bureau	0	0	10,000	0	**0**	0	N/A
231-0000-484.11-00	Justice Awarded Funds	1,639,095	74,393	133,000	75,000	**75,000**	0	0.0%
231-0000-484.13-00	NCN Task Force	3,166	6,375	2,200	0	**0**	0	N/A
	Intergovernmental Taxes	**1,720,863**	**94,518**	**175,200**	**81,000**	**81,000**	**0**	**0.0%**
	Total Criminal Invest Fund	**1,727,821**	**95,366**	**181,400**	**83,000**	**83,000**	**0**	**0.0%**

EXPENDITURES

Criminal Investigation 3003

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
231-3003-511.18-07	Overtime Sworn	0	0	25,000	25,000	**55,300**	30,300	121.2%
	Salaries	**0**	**0**	**25,000**	**25,000**	**55,300**	**30,300**	**121.2%**
231-3003-511.22-02	Dues	0	0	0	0	**103,000**	103,000	N/A
	Contractual Services	**0**	**0**	**0**	**0**	**103,000**	**103,000**	**N/A**
231-3003-511.40-01	Expenditures - State Awards	100,837	0	500	4,000	**4,000**	0	0.0%
231-3003-511.40-02	Expenditures - Federal Awards	0	0	500	3,000	**3,000**	0	0.0%
231-3003-511.40-03	Expenditures - Court Awards	30	222	1,000	1,000	**1,000**	0	0.0%
231-3003-511.40-11	Expenditures - Justice	91,813	57,559	188,600	188,600	**171,100**	(17,500)	(9.3%)
231-9901-591.40-78	IMET Expense	12,738	3,209	0	0	**0**	0	N/A
	Other Charges	**205,418**	**60,990**	**190,600**	**196,600**	**179,100**	**(17,500)**	**(8.9%)**
	Total Criminal Invest Fund	**205,418**	**60,990**	**215,600**	**221,600**	**337,400**	**115,800**	**52.3%**

CRIMINAL INVESTIGATION FUND

EXPENDITURE DETAIL

3003

Account Number	Account Title	Description	Budget 2016		Budget 2017	
SALARIES:						
231-3003-511.18-07	Overtime Sworn	Overtime Sworn		25,000		25,000
		CIT Grant 20% Match Requirement		0		30,300
		TOTAL SALARIES		**25,000**		**55,300**
CONTRACTUAL SERVICES:						
231-3003-511.22-02	Dues	Northern IL Regional Crime Lab Membership		0		103,000
		TOTAL CONTRACTUAL SERVICES		**0**		**103,000**
OTHER CHARGES:						
231-3003-511.40-01	Expend-State Awards	Drug lab equipment & supplies		4,000		4,000
231-3003-511.40-02	Expend-Federal Awards	Replenish official advance funds		3,000		3,000
231-3003-511.40-03	Expend - Court Awards	Expend - Court Awards		1,000		1,000
231-3003-511.40-11	Expenditures-Justice	Police community events	10,000		10,000	
		Commission of Accreditation for Law Enforcement Agencies Program	13,000		13,000	
		Illinois State Police Wireless Information Network Fee	2,400		2,400	
		Storage rental unit	3,700		3,700	
		Specialized police training	30,000		30,000	
		Citizen observer - budget amendment	5,500		0	
		LEADS OnLine Program	7,000		7,000	
		Rental car - covert surveillance	5,000		5,000	
		Crime Stoppers Tipsoft Software	2,000		2,000	
		Project EQ-95-01:				
		Automated License Recognition Program -	0			
		Prior Yr Encumbrance Carryover	25,000		0	
		Project EQ-95-01:				
		Tasers (87)	0		98,000	
		Surveillance Van Up-Grade	55,000		0	
		Scheduling Software Program	30,000	188,600	0	171,100
		TOTAL OTHER CHARGES		**196,600**		**179,100**
		TOTAL CRIMINAL INVESTIGATION		**221,600**		**337,400**
		TOTAL CRIMINAL INVESTIGATION FUND		**221,600**		**337,400**

SOLID WASTE FUND — SWANCC

SOLID WASTE FUND – SWANCC 511

► Fund at a Glance

The Village of Arlington Heights, along with 22 other North and Northwest Suburban Cook County municipalities, has entered into an intergovernmental agreement thereby creating the "Solid Waste Agency of Northern Cook County" (S.W.A.N.C.C.) to provide an efficient and environmentally sound municipal solid waste disposal system. The Village contractor is required to pay to the Village a predetermined municipal disposal fee and must utilize the transfer station owned and operated by S.W.A.N.C.C. The Village has set up an enterprise fund to account for the "user charges" collected from the hauler and further paid to S.W.A.N.C.C. at a set price per ton.

Restrictions:

The intergovernmental agreements and project use agreement governs the financing of the S.W.A.N.C.C. operation. A Board of Directors of the member municipalities is charged with the responsibility of its future operations and contract negotiations with its members. To account for the garbage trucks' wear and tear on Village streets, on an annual basis $200,000 is transferred to the General Fund for the street patching program and $300,000 to the Capital Projects Fund for street work.

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Fees	1,759,909	1,177,104	1,660,000	1,764,000	**1,660,000**	(104,000)	(5.9%)
Interest Income	9,687	5,596	10,100	4,000	**4,000**	0	0.0%
Total Revenues	**$1,769,596**	**$1,182,700**	**$1,670,100**	**$1,768,000**	**$1,664,000**	**($104,000)**	**(5.9%)**
Interfund Transfers In	0	0	0	0	**0**	0	N/A
Total Revenues and Interfund Transfers In	**$1,769,596**	**$1,182,700**	**$1,670,100**	**$1,768,000**	**$1,664,000**	**($104,000)**	**(5.9%)**
Expenditures							
Contractual Services	1,255,946	822,612	1,146,884	1,170,700	**1,096,406**	(74,294)	(6.3%)
Other Charges	18,691	5,217	0	0	**0**	0	N/A
Total Expenditures	**$1,274,637**	**$827,829**	**$1,146,884**	**$1,170,700**	**$1,096,406**	**($74,294)**	**(6.3%)**
Interfund Transfers Out	0	0	500,000	500,000	**500,000**	0	0.0%
Total Expenditures and Interfund Transfers Out	**$1,274,637**	**$827,829**	**$1,646,884**	**$1,670,700**	**$1,596,406**	**($74,294)**	**(4.4%)**
Revenues over (under) Expenditures	**$494,959**	**$354,871**	**$23,216**	**$97,300**	**$67,594**	**($29,706)**	**(30.5%)**
BEGINNING WORKING CASH	**2,811,314**	**3,306,273**	**3,661,144**	**3,661,144**	**3,684,360**	**23,216**	**0.6%**
ENDING WORKING CASH	**$3,306,273**	**$3,661,144**	**$3,684,360**	**$3,758,444**	**$3,751,954**	**($6,490)**	**(0.2%)**

SOLID WASTE FUND - SWANCC

REVENUES

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
511-0000-437.81-00	Solid Waste Disposal Fees	1,383,505	917,976	1,380,000	1,393,000	**1,380,000**	(13,000)	(0.9%)
511-0000-437.83-00	Solid Waste Fee Multi-Family	340,586	227,229	260,000	341,000	**260,000**	(81,000)	(23.8%)
511-0000-437.85-00	Recycling Program	35,818	31,899	20,000	30,000	**20,000**	(10,000)	(33.3%)
	SWANCC Fees	**1,759,909**	**1,177,104**	**1,660,000**	**1,764,000**	**1,660,000**	**(104,000)**	**(5.9%)**
511-0000-461.02-00	Interest on Investments	4,596	4,888	6,000	4,000	**4,000**	0	0.0%
511-0000-462.10-00	Market Value Adjustments	5,091	708	4,100	0	**0**	0	N/A
	Interest Income	**9,687**	**5,596**	**10,100**	**4,000**	**4,000**	**0**	**0.0%**
	Total SWANCC Fund Revenue	**1,769,596**	**1,182,700**	**1,670,100**	**1,768,000**	**1,664,000**	**(104,000)**	**(5.9%)**

EXPENDITURES

Solid Waste Disposal 7401

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc (Dec)	% Inc (Dec)
511-7401-562.21-54	Solid Waste Disp SWANCC	1,255,946	822,612	1,146,884	1,170,700	**1,096,406**	(74,294)	(6.3%)
511-7401-562.40-75	Administrative Service Charge	0	0	0	0	**0**	0	N/A
	Contractual Services	**1,255,946**	**822,612**	**1,146,884**	**1,170,700**	**1,096,406**	**(74,294)**	**(6.3%)**
511-9901-591.40-78	IMET Expense	18,691	5,217	0	0	**0**	0	N/A
511-9901-591.90-05	Operating Transfer Out	0	0	500,000	500,000	**500,000**	0	0.0%
	Other Charges	**18,691**	**5,217**	**500,000**	**500,000**	**500,000**	**0**	**0.0%**
	Total SWANCC Fund Exp	**1,274,637**	**827,829**	**1,646,884**	**1,670,700**	**1,596,406**	**(74,294)**	**(4.4%)**
	Total SWANCC Fund	**1,274,637**	**827,829**	**1,646,884**	**1,670,700**	**1,596,406**	**(74,294)**	**(4.4%)**

SOLID WASTE DISPOSAL 7401

Account Number	Account Title	Description	Budget 2016	Budget 2017
CONTRACTUAL SERVICES:				
511-7401-562.21-54	Solid Waste Disp SWANCC	Single family refuse disposal (estimated tons 18,245 @ $49.17/ton)	897,100	0
		Multi-family refuse disposal (estimated tons 5,565 @ $49.17/ton)	273,600	0
		Single family refuse disposal (estimated tons 18,440 @ 47.05/ton)	0	867,602
		Multi-family refuse disposal (estimated tons 4,863 @ $47.05/ton)	0	228,804
		TOTAL CONTRACTUAL SERVICES	**1,170,700**	**1,096,406**
NON-OPERATING:				
511-9901-591.90-05	Operating Transfer Out	Transfer to General Fund	200,000	200,000
		Transfer to Capital Projects Fund	300,000	300,000
		TOTAL NON-OPERATING	**500,000**	**500,000**
		TOTAL SOLID WASTE DISPOSAL	**1,670,700**	**1,596,406**
		TOTAL SOLID WASTE FUND	**1,670,700**	**1,596,406**

ARLINGTON HEIGHTS MEMORIAL LIBRARY

OPERATING BUDGET FOR THE FISCAL YEAR 2017

BEGINNING JANUARY 1, 2017

LIBRARY BOARD

Joan Brody Garkisch

Carole Medal

Deborah A. Nelson

Debbie Smart

Marianthi Thanopoulos

David F. Unumb

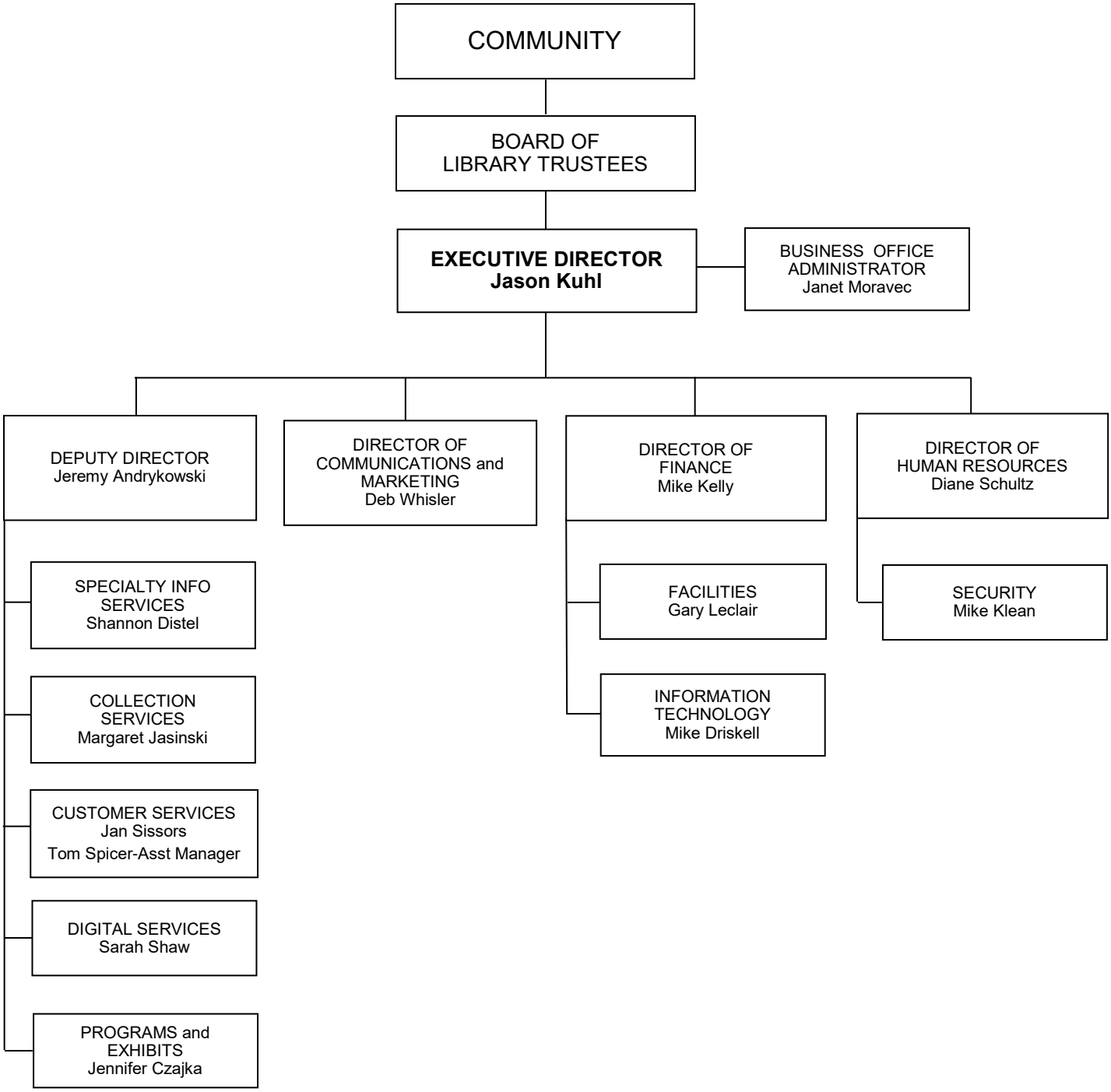
Greg Zyck

EXECUTIVE DIRECTOR

Jason Kuhl

Arlington Heights Memorial LIBRARY

Effective July 2016



► Fund at a Glance

The Arlington Heights Memorial Library uses two funds to account for its expenditures. The General Fund is a subcategory of the special revenue fund type and is reported under Special Revenues in the Village of Arlington Heights' financial statements. The Capital Fund accounts for a variety of capital improvements listed in the library's Long Range Fiscal Plan. The Memorial Library General and Capital Funds are for the operations of the village library, not including any debt service or capital expenditures associated with bond issues by the village for library purposes. (These items are paid for by the village and accounted for in other village funds.)

Since 1926, library funding has been derived from a special revenue tax fund set up for the purpose of maintaining a library for village residents. For the most recent fiscal year ended December 31, 2015, the library received 97.5% of its total revenue from property taxes. On average the library issues 416 new library cards per month.

LIBRARY GOVERNANCE AND STAFF

- The library is governed by an elected Board of Library Trustees consisting of seven members; each member serves an unremunerated six-year term. Current trustees are Joan Brody Garkisch, Carole Medal, Deborah A. Nelson, Debbie Smart, David F. Unumb, Greg Zyck and Marianthi Thanopoulos, who was appointed to fill a vacancy until the next regular election, April 2017.

- The Board of Library Trustees regularly meets on the third Tuesday of each month; all meetings are open to the public. The library has a staff that includes 26 employees with Master of Library Science degrees. As of January 1, 2016, the total full-time equivalent (FTE) of employees was 150.4.

LIBRARY VISION AND VALUES

Our Vision
The Arlington Heights Memorial Library strives to add value in our customers' lives by:

- partnering with them to develop skills they need to succeed in all stages of their lives;
- helping local businesses and community agencies thrive;
- creating occasions for cultural experiences and discovery; and
- offering opportunities in Arlington Heights for gathering, learning, contemplating, creating, and finding inspiration.

Our Values
We believe in:

- **Unparalleled Customer Service**: our best-in-class staff strives for continuous improvement by identifying and providing the services our residents and businesses need most.
- **Free and Equal Access:** all individuals have the right to choose for themselves what to read, hear, or view.
- **Fiscal Responsibility:** all decisions are weighed against the value added to the lives of our customers.
- **A Focus on Arlington Heights:** we are a part of the fabric of our community; all services are tailored to the unique needs of our residents and businesses.

LIBRARY FACILITY

- The Arlington Heights Memorial Library is open 79 hours weekly: 9 a.m.–10 p.m. weekdays, 9 a.m.–5:30 p.m. Saturdays, and 12–5:30 p.m. Sundays. In 2016 the library is piloting extended weekend hours, adding an additional six hours. The drive-up window for picking up requested materials opens at 7 a.m. Monday–Friday and remains open until the library closes at 10 p.m., adding another ten hours of service at this location. The service point at the Arlington Heights Senior Center is open 44.5 hours per week.

- An average of 2,800 people visit the library each day.

- Located at 500 North Dunton Avenue, the current library building opened in June of 1968, with 40,000 square feet. In 1978, it was expanded to over 76,000 square feet. In 1992, voter approval was given to build a 56,000-square-foot addition and to renovate the original facility. The library's second-floor addition opened in September of 1994, and renovation of the original building was completed in 1995.

- A second renovation of the first and second floors was completed in spring 2013. This renovation added a teen area, ten more small conference rooms, a digital media lab, a genealogy room, a lounge with a fireplace, the Marketplace area for new and popular books and a variety of public spaces for exhibits and programs.

- The main floor is divided into service areas for adults, teens and children, including selections of books, movies, magazines, computers, CDs and a café. A computer training lab and a digital media lab are available for public classes for individuals and the business community.

- The second floor contains 14 small conference/study rooms, a meeting room (with a maximum capacity of 200) available for library programs and for use by eligible community groups, the Literacy/ESL (English as a Second Language) office, administrative offices and staff room.

- The lower level of the building includes parking, a book drop, a drive-up window and maintenance areas, including heating and ventilating equipment.

LIBRARY COLLECTION AND EQUIPMENT

- The library's collection includes 329,000 books, magazines and audiovisual items as of January 1, 2016. Electronic resources, including eBooks, eAudiobooks, music and movies as well as business information and magazine indexes with full-text options, are offered both in the library and remotely.

- The total circulation for the fiscal year ended December 31, 2015, was 2,351,280 items.

- Wireless Internet service, laptops and iPads for use in the library are available.

- Over 100 personal computers with Internet access and office software are available for public use. Two 3-D printers are also available to the public.

- Photocopiers, a color copier, fax machines and microform reader/printers are available.

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

- A hearing amplification system is available in the Hendrickson Meeting Room, generously funded by the Friends of the Library.

LIBRARY PROGRAMS AND SERVICES

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

- eReaders such as the Kindle, Nook and Sony to borrow
- iPads to borrow from Kids' World
- A Business Center with resources and classes for small businesses
- The Studio, a digital media lab consisting of a production studio and three smaller post-production rooms. Customers can create media projects for home, school or business. There is equipment for scanning photos, creating and scanning video, and recording voice or music. The lab also loans equipment such as cameras and tripods to customers who want to work on projects outside of the library.
- 3,051 programs and events during 2015 for children, teens and adults including storytimes, lectures, book discussions, concerts and large-scale exhibits with a total attendance of 96,000.

  A summer reading program, which attracts about 3,700 children annually participating in summer leisure and skill-building reading while on vacation from their classrooms. The library continues to partner with the A.H. Park District, expanding the reach of this popular program to include park district day camps.
- Literacy tutoring in cooperation with Township High School District 214 Community Education and through the library's own literacy lab
- A variety of computer classes offered throughout the year
- Fourteen conference rooms offering opportunities for gathering, learning, contemplating, creating and finding inspiration averaging 1,100 uses per month.
- One Book, One Village, the library's second community reading initiative. In 2015 over 2,800 copies of *The Book of Unknown Americans* were checked out, and over 1,350 people attended related programs and book discussions during the 15-week program.

For the eighth year in a row, *Library Journal's* "Index of Public Library Service" gave the Arlington Heights Memorial Library a five-star rating, making it one of America's top-rated libraries. **Only 1% of public libraries across the nation were awarded this distinction, and only 21 libraries have received it eight years in a row.**

LIBRARY OUTREACH

Beyond its four walls, the library provides:

- Access to the online catalog, library accounts, full-text newspaper and magazines articles and online chat service, 24 hours a day, 7 days a week at ahml.info. A resident can reserve or renew materials, receive email reminders of due dates, download eBooks and register for programs online.

- Resources for learning a new language
- Access to marketing demographics - essential for business, especially startups
- Real-time homework assistance on a wide variety of school subjects, both in English and Spanish
- Answers to reference questions by phone, instant messaging, email or via the website at ahml.info
- A monthly newsletter highlighting services and programs mailed to all village residences and businesses as well as frequent news updates on social media
- Bookmobile service at 29 stops throughout the community and outreach services to apartment complexes, health care sites, senior independent living complexes, schools and to residents of the Backstretch at Arlington Park
- Home delivery of material for residents who are permanently or temporarily homebound

LIBRARY COLLABORATION

- The library is a member of the Reaching Across Illinois Library System (RAILS), a cooperative with approximately 1,300 public, academic, special and school library members. Through interlibrary loan, residents have access to vast library collections throughout the country. As a benefit of system membership, residents have reciprocal borrowing privileges with neighboring public libraries, the Chicago Public Library and many other libraries throughout Illinois.
- The library is a service partner at the Arlington Heights Senior Center, operating a reading room and computer lab at the center. Features include a collection of appealing items to check out, programs, discussion groups and free computers with Internet access and computer classes.
- The library is a LINKin partner through a shared catalog with eight other local libraries providing expedited and cost-effective access to a greatly expanded collection of material.
- The library is partnering with the Arlington Heights Park District to provide exterior book drops at Camelot and Frontier Parks and at the Arlington Heights Senior Center, giving residents in the northern and southern parts of Arlington Heights a more convenient way to return library items.
- Each year library trustees and staff members meet with their counterparts in the Village and the Park District to provide updates on current projects and discuss opportunities for resource sharing.
- 3DRD is an innovative partnership between Thomas Middle School and the library focusing on three-dimensional printing, research and development offered as a nine-week elective.
- The library partnered with School District 25 during school registration. The second complete year in the partnership resulted in 448 new library cards being issued during the 15/16 school year. Since the initial partnership began 86% of all students registering for school have a library card.
- For 24 years, the library and District 25 schools have partnered to present a district-wide show of student artwork at the library. This year's opening night drew more than 400 visitors and featured a middle school band and school, village and library officials greeting families and educators.

MEMORIAL LIBRARY FUND (Continued)

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
BEGINNING FUND BALANCE	**$7,117,851**	**$8,109,308**	**$10,823,753**	**$10,823,753**	**$9,730,666**	**($1,093,087)**	**(10.1%)**
Revenues							
Taxes	$13,274,084	$13,387,422	$13,693,159	$13,693,159	**$13,830,091**	$136,932	1.0%
Intergovernmental	162,003	104,491	61,892	99,000	**64,000**	(35,000)	(35.4%)
Licenses & Permits	0	0	0	0	**0**	0	N/A
Fees	51,415	30,087	43,800	43,350	**43,200**	(150)	(0.3%)
Fines	172,976	112,006	156,000	159,000	**159,000**	0	0.0%
Service Charges	0	0	0	0	**0**	0	N/A
Interest Income	50,361	28,800	35,000	25,000	**27,500**	2,500	10.0%
Sales/Reimbursable/Rents	0	0	0	0	**0**	0	N/A
Other	77,766	57,607	75,100	74,500	**74,500**	0	0.0%
Total Revenues	**$13,788,605**	**$13,720,413**	**$14,064,951**	**$14,094,009**	**$14,198,291**	**$104,282**	**0.7%**
Expenditures							
Personal Services	$8,817,308	$6,148,093	$9,392,094	$9,734,721	**$9,990,898**	$256,177	2.6%
Contractual Services	1,169,853	826,347	1,442,830	1,502,530	**1,603,522**	100,992	6.7%
Commodities	1,891,212	1,303,057	2,053,269	2,271,921	**2,297,376**	25,455	1.1%
Other Charges	112,490	23,225	22,826	25,600	**230,850**	205,250	801.8%
Property	156,583	255,246	497,019	1,037,397	**463,746**	(573,651)	(55.3%)
Debt Service	0	0	0	0	**0**	0	N/A
Total Expenditures	**$12,147,446**	**$8,555,968**	**$13,408,038**	**$14,572,169**	**$14,586,392**	**$14,223**	**0.1%**
Revenues over (under) Expenditures	**$1,641,159**	**$5,164,445**	**$656,913**	**($478,160)**	**($388,101)**	**$90,059**	**(18.8%)**
Interfund Transfers Out	(649,702)	(2,450,000)	(1,750,000)	(1,750,000)	(1,750,000)	0	0.0%
ENDING FUND BALANCE	**$8,109,308**	**$10,823,753**	**$9,730,666**	**$8,595,593**	**$7,592,565**	**($1,003,028)**	**(11.7%)**

MEMORIAL LIBRARY FUND

REVENUES

Account No.	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-0000-401.03-00	Real Estate Tax IMRF	860,057	854,526	826,581	826,581	801,000	(25,581)	(3.1%)
291-0000-401.04-00	Real Estate Tax FICA	523,940	531,586	539,894	539,894	416,000	(123,894)	(22.9%)
291-0000-401.05-00	Real Estate Tax	11,890,087	12,001,310	12,326,684	12,326,684	12,613,091	286,407	2.3%
	Real Estate Taxes	**13,274,084**	**13,387,422**	**13,693,159**	**13,693,159**	**13,830,091**	**136,932**	**1.0%**
291-0000-411.65-00	Per Capita Grant & Gifts	93,876	93,876	57,892	93,000	60,000	(33,000)	(35.5%)
291-0000-411.70-00	Other Grants	57,333	750	3,000	5,000	3,000	(2,000)	(40.0%)
291-0000-411.90-00	Contribution Ord. Library	10,794	9,865	1,000	1,000	1,000	0	0.0%
	Intergovernmental	**162,003**	**104,491**	**61,892**	**99,000**	**64,000**	**(35,000)**	**(35.4%)**
291-0000-436.72-00	Non Resident Fees	1,269	849	1,800	850	1,200	350	41.2%
291-0000-436.74-00	Copier/Reader Printer Fees	45,301	26,518	38,000	38,000	38,000	0	0.0%
291-0000-436.75-00	Meeting Room Fees	4,845	2,720	4,000	4,500	4,000	(500)	(11.1%)
	Library Fees	**51,415**	**30,087**	**43,800**	**43,350**	**43,200**	**(150)**	**(0.3%)**
291-0000-442.20-00	Late Charges	144,753	98,558	139,000	139,000	139,000	0	0.0%
291-0000-442.25-00	Lost Item Charges	28,223	13,448	17,000	20,000	20,000	0	0.0%
	Library Fines	**172,976**	**112,006**	**156,000**	**159,000**	**159,000**	**0**	**0.0%**
291-0000-461.02-00	Interest on Investments	23,163	21,232	35,000	25,000	27,500	2,500	10.0%
291-0000-462.10-00	Market Value Adjustments	27,198	7,568	0	0	0	0	N/A
	Interest Income	**50,361**	**28,800**	**35,000**	**25,000**	**27,500**	**2,500**	**10.0%**
291-0000-483.70-00	Donations - Library	10,866	4,150	1,600	1,000	1,000	0	0.0%
291-0000-489.90-00	Other Income	9,144	5,842	8,000	8,000	8,000	0	0.0%
291-0000-489.93-00	Donations Genealogy	0	1,250	500	500	500	0	0.0%
291-0000-489.94-00	FOL Reimbursements	57,756	46,365	65,000	65,000	65,000	0	0.0%
	Other	**77,766**	**57,607**	**75,100**	**74,500**	**74,500**	**0**	**0.0%**
	Total Memorial Library Fund	**13,788,605**	**13,720,413**	**14,064,951**	**14,094,009**	**14,198,291**	**104,282**	**0.7%**

MEMORIAL LIBRARY FUND

EXPENDITURES

Administration 6001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6001-601.16-01	Executive Director	134,125	92,544	141,463	136,071	146,453	10,382	7.6%
291-6001-601.16-17	Deputy Director	100,846	69,327	105,764	104,852	108,391	3,539	3.4%
291-6001-601.16-43	Business Office Administrator	53,969	36,801	55,751	55,653	56,963	1,310	2.4%
291-6001-601.16-51	Clerk IV	43,070	30,018	44,931	44,636	45,552	916	2.1%
291-6001-601.16-92	Achievement Awards	2,332	1,500	2,000	2,000	2,000	0	0.0%
291-6001-601.18-05	Overtime Civilian	0	0	0	0	200	200	N/A
	Salaries	**334,342**	**230,190**	**349,909**	**343,212**	**359,559**	**16,347**	**4.8%**
291-6001-601.19-05	Medical Insurance	63,570	40,212	61,788	115,118	111,466	(3,652)	(3.2%)
291-6001-601.19-10	IMRF	44,981	30,501	45,471	44,596	44,122	(474)	(1.1%)
291-6001-601.19-11	Social Security	19,271	12,784	21,694	21,279	22,293	1,014	4.8%
291-6001-601.19-12	Medicare	4,636	3,191	5,074	4,977	5,214	237	4.8%
291-6001-601.19-53	Flexible Spending	1,996	9,554	2,400	2,300	2,400	100	4.3%
291-6001-601.19-55	Unemployment Compensation	7,091	1,060	5,000	10,000	10,000	0	0.0%
	Fringe Benefits	**141,545**	**97,302**	**141,427**	**198,270**	**195,495**	**(2,775)**	**(1.4%)**
291-6001-601.20-05	Professional Services	300	4,335	13,550	15,000	15,000	0	0.0%
291-6001-601.20-08	Consulting Services Library	7,420	2,500	2,000	4,000	4,000	0	0.0%
291-6001-601.20-20	Legal Services	9,534	9,475	10,535	16,000	16,000	0	0.0%
291-6001-601.20-40	General Insurance	125,376	81,408	130,000	140,500	140,945	445	0.3%
291-6001-601.20-81	OCLC Services	63,782	41,254	65,394	66,408	65,028	(1,380)	(2.1%)
291-6001-601.21-65	Other Services	7,869	15,912	8,420	8,489	8,464	(25)	(0.3%)
291-6001-601.22-01	Advertising	290	325	575	1,000	1,000	0	0.0%
291-6001-601.22-02	Dues	3,617	8,711	13,057	14,216	13,077	(1,139)	(8.0%)
291-6001-601.22-03	Training	55,585	45,109	109,000	109,000	122,500	13,500	12.4%
291-6001-601.22-05	Postage	36,923	23,506	47,482	47,455	49,438	1,983	4.2%
291-6001-601.22-42	Internet Access	22,240	18,799	26,951	28,021	28,101	80	0.3%
291-6001-601.22-70	Telephone Services	48,447	25,803	42,700	39,083	42,755	3,672	9.4%
	Contractual Services	**381,383**	**277,137**	**469,664**	**489,172**	**506,308**	**17,136**	**3.5%**
291-6001-601.30-05	Office Supplies & Equipment	4,478	3,364	6,212	8,414	8,333	(81)	(1.0%)
291-6001-601.31-85	Small Tools & Equipment	5,262	473	2,500	5,000	5,000	0	0.0%
291-6001-601.32-50	Innovation	0	0	0	5,000	0	(5,000)	(100.0%)
291-6001-601.32-72	Special Events	575	13,988	19,880	26,850	24,850	(2,000)	(7.4%)
	Commodities	**10,315**	**17,825**	**28,592**	**45,264**	**38,183**	**(7,081)**	**(15.6%)**
291-6001-601.40-96	Operating Contingency	11,839	0	5,000	5,000	205,000	200,000	4000.0%
291-9901-591.40-78	IMET Expense	93,832	18,766	0	0	0	0	N/A
	Other Charges	**105,671**	**18,766**	**5,000**	**5,000**	**205,000**	**200,000**	**4000.0%**
291-6001-601.50-15	Other Equipment	59,566	158,726	131,535	676,701	325,787	(350,914)	(51.9%)
	Property	**59,566**	**158,726**	**131,535**	**676,701**	**325,787**	**(350,914)**	**(51.9%)**
	Total Administration	**1,032,822**	**799,946**	**1,126,127**	**1,757,619**	**1,630,332**	**(127,287)**	**(7.2%)**

MEMORIAL LIBRARY FUND

EXPENDITURES

Communications & Marketing 6002

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6002-601.16-21	Director of Communications	87,684	60,334	91,524	91,260	93,718	2,458	2.7%
291-6002-601.16-23	Graphics Supervisor	67,819	46,870	71,464	70,883	73,280	2,397	3.4%
291-6002-601.16-48	Library Assistant I	24,625	17,055	26,376	26,003	27,056	1,053	4.0%
291-6002-601.16-50	Graphics Designer	42,284	25,577	38,748	38,688	39,329	641	1.7%
291-6002-601.16-79	Publication Editor	31,327	21,908	34,068	33,404	34,529	1,125	3.4%
291-6002-601.16-80	Communications Assistant	20,771	13,109	23,290	23,608	24,045	437	1.9%
291-6002-601.18-05	Overtime Civilian	0	0	0	0	400	400	N/A
	Salaries	**274,510**	**184,853**	**285,470**	**283,846**	**292,357**	**8,511**	**3.0%**
291-6002-601.19-05	Medical Insurance	38,142	31,112	47,820	50,412	49,187	(1,225)	(2.4%)
291-6002-601.19-10	IMRF	36,959	24,834	37,311	37,100	36,078	(1,022)	(2.8%)
291-6002-601.19-11	Social Security	16,460	11,008	17,699	17,598	18,126	528	3.0%
291-6002-601.19-12	Medicare	3,850	2,574	4,139	4,116	4,239	123	3.0%
	Fringe Benefits	**95,411**	**69,528**	**106,969**	**109,226**	**107,630**	**(1,596)**	**(1.5%)**
291-6002-601.20-05	Professional Services	9,655	12,525	52,875	52,875	52,875	0	0.0%
291-6002-601.21-02	Equipment Maintenance	1,055	770	1,850	1,850	1,850	0	0.0%
291-6002-601.21-65	Other Services	6,052	8,321	9,500	8,614	9,912	1,298	15.1%
291-6002-601.22-02	Dues	2,534	1,074	1,690	1,690	1,690	0	0.0%
291-6002-601.22-03	Training	881	843	888	888	90	(798)	(89.9%)
291-6002-601.22-10	Printing	92,936	66,464	155,000	157,255	157,255	0	0.0%
	Contractual Services	**113,113**	**89,997**	**221,803**	**223,172**	**223,672**	**500**	**0.2%**
291-6002-601.30-05	Office Supplies & Equipment	15,034	7,888	14,000	14,600	14,725	125	0.9%
291-6002-601.31-85	Small Tools & Equipment	1,648	57	8,134	8,134	8,134	0	0.0%
291-6002-601.32-01	Program Supplies	0	362	1,000	1,000	1,000	0	0.0%
291-6002-601.32-72	Special Events	6,797	5,167	8,300	8,300	8,300	0	0.0%
	Commodities	**23,479**	**13,474**	**31,434**	**32,034**	**32,159**	**125**	**0.4%**
	Total Communications & Marketing	**506,513**	**357,852**	**645,676**	**648,278**	**655,818**	**7,540**	**1.2%**

MEMORIAL LIBRARY FUND

EXPENDITURES

Human Resources 6003

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6003-601.16-22	Director of Human Resources	84,583	58,216	87,735	87,298	89,045	1,747	2.0%
291-6003-601.16-51	Clerk IV	29,291	28,774	43,593	43,524	44,496	972	2.2%
291-6003-601.16-53	Volunteer Coordinator	23,076	15,921	24,332	23,712	24,357	645	2.7%
291-6003-601.18-05	Overtime Civilian	0	0	0	0	200	200	N/A
	Salaries	**136,950**	**102,911**	**155,660**	**154,534**	**158,098**	**3,564**	**2.3%**
291-6003-601.19-05	Medical Insurance	0	17,312	26,604	28,044	32,049	4,005	14.3%
291-6003-601.19-10	IMRF	18,502	13,634	20,345	20,198	19,509	(689)	(3.4%)
291-6003-601.19-11	Social Security	8,299	6,088	9,651	9,581	9,802	221	2.3%
291-6003-601.19-12	Medicare	1,941	1,424	2,257	2,241	2,292	51	2.3%
291-6003-601.19-50	Employee Asst. Program	6,200	3,733	6,200	6,200	6,250	50	0.8%
	Fringe Benefits	**34,942**	**42,191**	**65,057**	**66,264**	**69,902**	**3,638**	**5.5%**
291-6003-601.21-65	Other Services	7,255	6,517	9,450	9,750	24,450	14,700	150.8%
291-6003-601.22-01	Advertising	675	0	900	900	900	0	0.0%
291-6003-601.22-02	Dues	2,525	2,590	2,655	2,540	2,655	115	4.5%
291-6003-601.22-03	Training	538	506	810	810	810	0	0.0%
291-6003-601.22-55	In Service Training	3,563	0	3,958	6,035	4,500	(1,535)	(25.4%)
	Contractual Services	**14,556**	**9,613**	**17,773**	**20,035**	**33,315**	**13,280**	**66.3%**
291-6003-601.32-01	Program Supplies	2,465	248	4,750	4,750	0	(4,750)	(100.0%)
	Commodities	**2,465**	**248**	**4,750**	**4,750**	**0**	**(4,750)**	**(100.0%)**
291-6003-601.40-62	Tuition Reimbursement	6,114	3,739	7,500	10,000	10,000	0	0.0%
291-6003-601.40-70	Employee Recognition Program	705	720	10,326	10,600	15,850	5,250	49.5%
	Other Charges	**6,819**	**4,459**	**17,826**	**20,600**	**25,850**	**5,250**	**25.5%**
	Total Human Resources	**195,732**	**159,422**	**261,066**	**266,183**	**287,165**	**20,982**	**7.9%**

MEMORIAL LIBRARY FUND

EXPENDITURES

Paid by Gifts and Grants 6004

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6004-601.21-65	Other Services	15,724	18,657	9,168	5,000	5,000	0	0.0%
291-6004-601.22-18	Other Services - Programs/ Exhib	0	0	19,681	20,000	5,000	(15,000)	(75.0%)
	Contractual Services	**15,724**	**18,657**	**28,849**	**25,000**	**10,000**	**(15,000)**	**(60.0%)**
291-6004-601.30-05	Office Supplies & Equipment	70	413	100	0	0	0	N/A
291-6004-601.31-85	Small Tools and Equipment	450	0	0	5,000	5,000	0	0.0%
291-6004-601.32-01	Program Supplies	2,231	3,826	3,202	5,000	5,000	0	0.0%
291-6004-601.32-02	Program Events	2,750	268	1,115	5,000	5,000	0	0.0%
291-6004-601.32-32	Software	0	0	0	1,500	2,500	1,000	66.7%
291-6004-601.32-72	Special Events	18,735	7,056	8,844	10,000	10,000	0	0.0%
291-6004-601.32-75	Audio Visual	484	0	1,344	2,000	5,000	3,000	150.0%
291-6004-601.32-78	Electronic Resources	0	0	0	1,500	2,500	1,000	66.7%
291-6004-601.32-80	Books	3,299	1,449	1,260	5,000	5,000	0	0.0%
	Commodities	**28,019**	**13,012**	**15,865**	**35,000**	**40,000**	**5,000**	**14.3%**
291-6004-601.50-15	Other Equipment	5,459	0	0	5,000	5,000	0	0.0%
	Property	**5,459**	**0**	**0**	**5,000**	**5,000**	**0**	**0.0%**
	Total Paid by Gifts and Grants	**49,202**	**31,669**	**44,714**	**65,000**	**55,000**	**(10,000)**	**(15.4%)**

MEMORIAL LIBRARY FUND

EXPENDITURES

Finance 6008

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6008-601.16-24	Accounting Supervisor	55,507	41,327	62,609	62,498	64,193	1,695	2.7%
291-6008-601.16-29	Finance Director	92,354	63,987	98,187	96,779	100,691	3,912	4.0%
291-6008-601.16-48	Library Assistant I	47,888	32,486	48,022	48,380	48,710	330	0.7%
291-6008-601.16-51	Clerk IV	0	0	7,217	28,858	29,386	528	1.8%
291-6008-601.16-57	Clerk II	18,926	12,746	19,013	19,188	19,318	130	0.7%
291-6008-601.18-05	Overtime Civilian	0	0	0	0	200	200	N/A
	Salaries	**214,675**	**150,546**	**235,048**	**255,703**	**262,498**	**6,795**	**2.7%**
291-6008-601.19-05	Medical Insurance	38,142	12,496	19,200	20,244	36,659	16,415	81.1%
291-6008-601.19-10	IMRF	28,824	19,967	30,852	33,420	32,392	(1,028)	(3.1%)
291-6008-601.19-11	Social Security	13,043	9,114	14,573	15,854	16,275	421	2.7%
291-6008-601.19-12	Medicare	3,051	2,131	3,408	3,708	3,806	98	2.6%
	Fringe Benefits	**83,060**	**43,708**	**68,033**	**73,226**	**89,132**	**15,906**	**21.7%**
291-6008-601.20-05	Professional Services	4,800	4,950	5,100	5,100	5,250	150	2.9%
291-6008-601.21-36	Equipment Rental	1,550	1,593	1,974	1,252	2,200	948	75.7%
291-6008-601.21-65	Other Services	21,154	6,301	310	310	9,685	9,375	3024.2%
291-6008-601.22-02	Dues	1,277	175	1,340	1,330	1,025	(305)	(22.9%)
291-6008-601.22-03	Training	1,178	0	600	1,200	1,200	0	0.0%
291-6008-601.22-25	IT Service Charge	23,000	15,400	23,000	23,562	23,690	128	0.5%
	Contractual Services	**52,959**	**28,419**	**32,324**	**32,754**	**43,050**	**10,296**	**31.4%**
291-6008-601.30-05	Office Supplies & Equipment	388	0	0	0	0	0	N/A
	Commodities	**388**	**0**	**0**	**0**	**0**	**0**	**N/A**
	Total Finance	**351,082**	**222,673**	**335,405**	**361,683**	**394,680**	**32,997**	**9.1%**

MEMORIAL LIBRARY FUND

EXPENDITURES

Information Technology 6010

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6010-601.16-25	Department Manager II	82,263	57,702	88,009	87,263	90,215	2,952	3.4%
291-6010-601.16-26	Department Manager I	66,289	46,055	70,222	69,654	72,006	2,352	3.4%
291-6010-601.16-28	Web Developer	59,670	79,367	120,662	120,355	123,654	3,299	2.7%
291-6010-601.16-44	Library Assistant III	56,004	38,920	58,962	58,871	60,455	1,584	2.7%
291-6010-601.16-49	Computer Technician	103,309	71,496	108,432	108,050	110,963	2,913	2.7%
291-6010-601.16-54	Clerk III	74,318	50,322	88,484	91,496	94,262	2,766	3.0%
291-6010-601.16-68	LAN Administrator	69,375	47,735	72,317	72,189	74,147	1,958	2.7%
291-6010-601.18-05	Overtime Civilian	0	0	0	0	500	500	N/A
	Salaries	**511,228**	**391,597**	**607,088**	**607,878**	**626,202**	**18,324**	**3.0%**
291-6010-601.19-05	Medical Insurance	101,711	95,912	147,384	155,376	138,643	(16,733)	(10.8%)
291-6010-601.19-10	IMRF	67,404	50,873	76,341	76,062	73,931	(2,131)	(2.8%)
291-6010-601.19-11	Social Security	30,623	23,445	37,639	37,689	38,825	1,136	3.0%
291-6010-601.19-12	Medicare	7,161	5,483	8,803	8,814	9,080	266	3.0%
	Fringe Benefits	**206,899**	**175,713**	**270,167**	**277,941**	**260,479**	**(17,462)**	**(6.3%)**
291-6010-601.20-05	Professional Services	6,230	2,602	2,062	4,210	4,210	0	0.0%
291-6010-601.20-08	Consulting Services Library	1,865	0	0	4,500	19,500	15,000	333.3%
291-6010-601.21-02	Equipment Maintenance	123,808	86,657	134,000	132,376	145,963	13,587	10.3%
291-6010-601.22-02	Dues	385	0	329	378	329	(49)	(13.0%)
291-6010-601.22-03	Training	228	197	200	450	450	0	0.0%
	Contractual Services	**132,516**	**89,456**	**136,591**	**141,914**	**170,452**	**28,538**	**20.1%**
291-6010-601.30-05	Office Supplies & Equipment	361	106	375	375	375	0	0.0%
291-6010-601.30-30	Data System Supplies	40,556	23,453	49,216	49,216	49,707	491	1.0%
291-6010-601.30-32	Software Library	105,215	63,358	129,800	140,121	172,852	32,731	23.4%
291-6010-601.30-33	Documentation Library	525	523	550	750	625	(125)	(16.7%)
291-6010-601.31-85	Small Tools and Equipment	14,322	13,784	16,127	16,127	13,791	(2,336)	(14.5%)
291-6010-601.32-05	Processing Supplies	1,501	955	1,200	1,200	1,200	0	0.0%
291-6010-601.32-32	Software	11,511	3,854	33,500	34,794	18,783	(16,011)	(46.0%)
	Commodities	**173,991**	**106,033**	**230,768**	**242,583**	**257,333**	**14,750**	**6.1%**
291-6010-601.50-12	Computer Equipment	65,876	68,192	325,734	325,734	82,149	(243,585)	(74.8%)
291-6010-601.50-15	Other Equipment	9,261	8,316	12,686	12,686	12,800	114	0.9%
	Property	**75,137**	**76,508**	**338,420**	**338,420**	**94,949**	**(243,471)**	**(71.9%)**
	Total Information Technology	**1,099,771**	**839,307**	**1,583,034**	**1,608,736**	**1,409,415**	**(199,321)**	**(12.4%)**

MEMORIAL LIBRARY FUND

EXPENDITURES

Security 6015

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6015-601.16-63	Security Supervisor	65,022	45,063	67,556	67,392	68,746	1,354	2.0%
291-6015-601.16-66	Security Guard	146,079	102,460	163,056	162,186	175,390	13,204	8.1%
291-6015-601.18-05	Overtime Civilian	0	0	0	0	750	750	N/A
	Salaries	**211,101**	**147,523**	**230,612**	**229,578**	**244,886**	**15,308**	**6.7%**
291-6015-601.19-05	Medical Insurance	38,142	32,968	50,664	53,412	54,404	992	1.9%
291-6015-601.19-10	IMRF	24,839	16,931	25,163	24,946	26,489	1,543	6.2%
291-6015-601.19-11	Social Security	12,010	8,826	14,298	14,234	15,183	949	6.7%
291-6015-601.19-12	Medicare	2,809	2,064	3,344	3,329	3,551	222	6.7%
	Fringe Benefits	**77,800**	**60,789**	**93,469**	**95,921**	**99,627**	**3,706**	**3.9%**
291-6015-601.22-03	Training	0	353	500	500	500	0	0.0%
	Contractual Services	**0**	**353**	**500**	**500**	**500**	**0**	**0.0%**
291-6015-601.30-05	Office Supplies & Equipment	112	1,198	225	225	225	0	0.0%
	Commodities	**112**	**1,198**	**225**	**225**	**225**	**0**	**0.0%**
	Total Security	**289,013**	**209,863**	**324,806**	**326,224**	**345,238**	**19,014**	**5.8%**

MEMORIAL LIBRARY FUND

EXPENDITURES

Facilities 6020

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6020-601.16-60	Clerk I	42,988	29,602	47,142	52,154	56,698	4,544	8.7%
291-6020-601.16-69	Maintenance Supervisor	96,813	65,665	97,258	97,812	98,667	855	0.9%
291-6020-601.16-72	Maintenance Worker	229,584	157,523	234,510	234,138	237,658	3,520	1.5%
291-6020-601.18-05	Overtime Civilian	969	904	2,500	2,500	2,500	0	0.0%
	Salaries	**370,354**	**253,694**	**381,410**	**386,604**	**395,523**	**8,919**	**2.3%**
291-6020-601.19-05	Medical Insurance	76,283	71,424	109,752	115,704	107,837	(7,867)	(6.8%)
291-6020-601.19-10	IMRF	44,152	29,514	43,586	43,386	41,503	(1,883)	(4.3%)
291-6020-601.19-11	Social Security	22,334	14,796	23,647	23,969	24,522	553	2.3%
291-6020-601.19-12	Medicare	5,224	3,460	5,530	5,607	5,735	128	2.3%
	Fringe Benefits	**147,993**	**119,194**	**182,515**	**188,666**	**179,597**	**(9,069)**	**(4.8%)**
291-6020-601.21-02	Equipment Maintenance	20,554	16,813	31,719	26,156	41,231	15,075	57.6%
291-6020-601.21-07	Vehicle Maintenance	6,564	3,013	8,250	6,121	8,326	2,205	36.0%
291-6020-601.21-11	Building Maintenance	251,729	167,493	242,939	235,894	252,193	16,299	6.9%
291-6020-601.21-36	Equipment Rental	0	669	1,950	1,950	1,000	(950)	(48.7%)
291-6020-601.21-60	Water and Sewer Service	13,509	13,654	16,472	16,472	16,472	0	0.0%
291-6020-601.22-03	Training	0	0	432	432	432	0	0.0%
	Contractual Services	**292,356**	**201,642**	**301,762**	**287,025**	**319,654**	**32,629**	**11.4%**
291-6020-601.30-50	Petroleum Products	4,660	1,783	4,200	6,507	6,507	0	0.0%
291-6020-601.30-51	Heating Fuel	76,649	35,287	59,000	80,000	68,000	(12,000)	(15.0%)
291-6020-601.31-45	Janitorial Supplies	24,355	16,760	23,387	23,387	23,387	0	0.0%
	Commodities	**105,664**	**53,830**	**86,587**	**109,894**	**97,894**	**(12,000)**	**(10.9%)**
291-6020-601.50-15	Other Equipment	16,421	20,012	25,073	15,500	26,600	11,100	71.6%
	Property	**16,421**	**20,012**	**25,073**	**15,500**	**26,600**	**11,100**	**71.6%**
	Total Facilities	**932,788**	**648,372**	**977,347**	**987,689**	**1,019,268**	**31,579**	**3.2%**
	Total Admin Support Services	**4,456,923**	**3,269,104**	**5,298,175**	**6,021,412**	**5,796,916**	**(224,496)**	**(3.7%)**

MEMORIAL LIBRARY FUND

EXPENDITURES

Youth Services 6401

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6401-601.16-25	Department Manager II	77,159	37,233	13,973	80,301	0	(80,301)	(100.0%)
291-6401-601.16-33	Librarian IV	68,603	29,916	53,929	51,909	0	(51,909)	(100.0%)
291-6401-601.16-36	Librarian III	166,767	174,390	285,860	277,235	0	(277,235)	(100.0%)
291-6401-601.16-39	Librarian II	14,409	16,174	39,044	14,274	0	(14,274)	(100.0%)
291-6401-601.16-48	Library Assistant I	212,569	191,527	299,485	290,675	0	(290,675)	(100.0%)
291-6401-601.16-54	Clerk III	18,996	11,476	17,373	17,282	0	(17,282)	(100.0%)
291-6401-601.16-57	Clerk II	22,050	13,697	20,430	20,598	0	(20,598)	(100.0%)
291-6401-601.16-60	Clerk I	12,489	14,866	14,850	17,591	0	(17,591)	(100.0%)
	Salaries	**593,042**	**489,279**	**744,944**	**769,865**	**0**	**(769,865)**	**(100.0%)**
291-6401-601.19-05	Medical Insurance	63,569	47,984	73,740	77,736	0	(77,736)	(100.0%)
291-6401-601.19-10	IMRF	73,319	56,541	85,361	88,291	0	(88,291)	(100.0%)
291-6401-601.19-11	Social Security	36,568	29,851	46,187	47,733	0	(47,733)	(100.0%)
291-6401-601.19-12	Medicare	8,552	6,981	10,802	11,165	0	(11,165)	(100.0%)
	Fringe Benefits	**182,008**	**141,357**	**216,090**	**224,925**	**0**	**(224,925)**	**(100.0%)**
291-6401-601.21-02	Equipment Maintenance	2,400	1,800	3,050	2,850	0	(2,850)	(100.0%)
291-6401-601.21-65	Other Services	175	326	0	0	0	0	N/A
291-6401-601.22-02	Dues	1,469	1,890	3,255	3,255	0	(3,255)	(100.0%)
291-6401-601.22-03	Training	2,811	1,861	2,000	3,528	0	(3,528)	(100.0%)
291-6401-601.22-18	Contracted Programs & Exhibits	7,158	19,492	24,411	24,411	0	(24,411)	(100.0%)
	Contractual Services	**14,013**	**25,369**	**32,716**	**34,044**	**0**	**(34,044)**	**(100.0%)**
291-6401-601.30-05	Office Supplies & Equipment	2,049	1,678	2,650	2,650	0	(2,650)	(100.0%)
291-6401-601.32-01	Program Supplies	2,940	4,011	6,684	6,684	0	(6,684)	(100.0%)
291-6401-601.32-02	Program Events	26,456	22,891	32,748	32,748	0	(32,748)	(100.0%)
291-6401-601.32-75	Audio Visual	823	0	0	0	0	0	N/A
291-6401-601.32-80	Books	1,469	0	0	0	0	0	N/A
291-6401-601.32-90	Circulation Supplies	1,104	1,198	2,000	2,000	0	(2,000)	(100.0%)
	Commodities	**34,841**	**29,778**	**44,082**	**44,082**	**0**	**(44,082)**	**(100.0%)**
	Total Youth Services	**823,904**	**685,783**	**1,037,832**	**1,072,916**	**0**	**(1,072,916)**	**(100.0%)**

MEMORIAL LIBRARY FUND

EXPENDITURES

Specialty Info Services 6405

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6405-601.16-26	Department Manager I	55,099	51,995	78,771	78,644	80,765	2,121	2.7%
291-6405-601.16-36	Librarian III	106,078	42,574	65,390	64,389	323,588	259,199	402.6%
291-6405-601.16-39	Librarian II	0	0	0	0	111,300	111,300	N/A
291-6405-601.16-44	Library Assistant III	55,683	38,684	59,360	58,500	60,874	2,374	4.1%
291-6405-601.16-45	Library Assistant II	55,644	38,657	58,624	58,461	60,047	1,586	2.7%
291-6405-601.16-48	Library Assistant I	80,631	59,922	126,437	127,260	166,253	38,993	30.6%
291-6405-601.16-51	Clerk IV	131,479	24,181	35,992	44,242	38,817	(5,425)	(12.3%)
291-6405-601.16-60	Clerk I	0	0	0	0	3,552	3,552	N/A
291-6405-601.18-05	Overtime Civilian	0	0	0	0	500	500	N/A
	Salaries	**484,614**	**256,013**	**424,574**	**431,496**	**845,696**	**414,200**	**96.0%**
291-6405-601.19-05	Medical Insurance	88,997	37,712	57,960	61,104	119,579	58,475	95.7%
291-6405-601.19-10	IMRF	61,629	33,037	53,588	53,077	99,424	46,347	87.3%
291-6405-601.19-11	Social Security	29,278	15,113	26,324	26,753	52,433	25,680	96.0%
291-6405-601.19-12	Medicare	6,848	3,534	6,156	6,257	12,263	6,006	96.0%
	Fringe Benefits	**186,752**	**89,396**	**144,028**	**147,191**	**283,699**	**136,508**	**92.7%**
291-6405-601.22-02	Dues	1,134	834	909	1,135	4,358	3,223	284.0%
291-6405-601.22-03	Training	1,704	943	1,000	1,431	4,819	3,388	236.8%
291-6405-601.22-18	Contracted Programs & Exhibits	41,937	3,852	3,000	6,800	7,200	400	5.9%
	Contractual Services	**44,775**	**5,629**	**4,909**	**9,366**	**16,377**	**7,011**	**74.9%**
291-6405-601.30-05	Office Supplies & Equipment	585	0	0	0	310	310	N/A
291-6405-601.32-01	Program Supplies	1,256	0	0	0	6,353	6,353	N/A
291-6405-601.32-02	Program Events	18,232	5,843	8,098	10,017	3,341	(6,676)	(66.6%)
291-6405-601.32-90	Circulation Supplies	2,155	888	800	1,381	2,203	822	59.5%
	Commodities	**22,228**	**6,731**	**8,898**	**11,398**	**12,207**	**809**	**7.1%**
	Total Specialty Info Services	**738,369**	**357,769**	**582,409**	**599,451**	**1,157,979**	**558,528**	**93.2%**

MEMORIAL LIBRARY FUND

EXPENDITURES

Customer Services 6420

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6420-601.16-05	Customer Services Manager	33,384	55,698	90,342	79,092	92,584	13,492	17.1%
291-6420-601.16-07	Customer Services Associate	259,057	120,739	206,073	217,357	159,612	(57,745)	(26.6%)
291-6420-601.16-15	Head of Circulation	74,534	31,119	0	0	0	0	N/A
291-6420-601.16-16	Library Assistant I Circulation	126,047	142,925	209,312	215,808	214,017	(1,791)	(0.8%)
291-6420-601.16-26	Department Manager I	75,367	56,076	0	78,429	72,491	(5,938)	(7.6%)
291-6420-601.16-33	Librarian IV	0	0	0	0	55,169	55,169	N/A
291-6420-601.16-36	Librarian III	106,926	0	0	0	0	0	N/A
291-6420-601.16-39	Librarian II	115,095	131,141	266,190	248,172	65,887	(182,285)	(73.5%)
291-6420-601.16-46	Library Assistant I Mags & News	48,338	93,242	143,186	143,074	182,293	39,219	27.4%
291-6420-601.16-47	Library Assistant I Call Center	43,964	0	0	0	0	0	N/A
291-6420-601.16-48	Library Assistant I	0	0	0	0	186,823	186,823	N/A
291-6420-601.16-51	Clerk IV	0	100,893	165,527	155,090	89,242	(65,848)	(42.5%)
291-6420-601.16-52	Clerk IV Circulation	44,026	28,588	45,464	47,126	49,127	2,001	4.2%
291-6420-601.16-54	Clerk III Mags & News	95,299	70,501	103,758	118,578	0	(118,578)	(100.0%)
291-6420-601.16-55	Clerk III Circulation	415,977	251,164	391,521	425,894	411,447	(14,447)	(3.4%)
291-6420-601.16-57	Clerk II	0	0	0	0	47,285	47,285	N/A
291-6420-601.16-58	Clerk II Circulation	103,542	69,411	21,745	22,170	23,015	845	3.8%
291-6420-601.16-59	Clerk II Call Center	134,381	99,995	161,222	165,667	430,631	264,964	159.9%
291-6420-601.16-75	Library Page II	106,737	248,327	453,013	492,510	442,153	(50,357)	(10.2%)
291-6420-601.18-05	Overtime Civilian	0	0	0	0	1,000	1,000	N/A
	Salaries	**1,782,674**	**1,499,819**	**2,257,353**	**2,408,967**	**2,522,776**	**113,809**	**4.7%**
291-6420-601.19-05	Medical Insurance	165,280	156,312	240,192	253,224	242,819	(10,405)	(4.1%)
291-6420-601.19-10	IMRF	203,094	160,791	240,814	242,324	240,119	(2,205)	(0.9%)
291-6420-601.19-11	Social Security	107,520	92,537	139,956	149,357	156,414	7,057	4.7%
291-6420-601.19-12	Medicare	25,146	21,642	32,732	34,932	36,582	1,650	4.7%
	Fringe Benefits	**501,040**	**431,282**	**653,694**	**679,837**	**675,934**	**(3,903)**	**(0.6%)**
291-6420-601.21-02	Equipment Maintenance	2,797	110	140	140	555	415	296.4%
291-6420-601.21-64	Access Services	0	1,930	3,000	4,225	3,500	(725)	(17.2%)
291-6420-601.21-65	Other Services	2,738	1,853	18,625	18,410	3,129	(15,281)	(83.0%)
291-6420-601.22-02	Dues	2,123	897	2,705	2,705	1,916	(789)	(29.2%)
291-6420-601.22-03	Training	1,986	2,343	3,979	3,979	4,133	154	3.9%
291-6420-601.22-18	Contracted Programs & Exhibits	0	10,695	72,000	103,332	0	(103,332)	(100.0%)
	Contractual Services	**9,644**	**17,828**	**100,449**	**132,791**	**13,233**	**(119,558)**	**(90.0%)**
291-6420-601.30-05	Office Supplies & Equipment	2,779	1,499	2,761	2,761	5,156	2,395	86.7%
291-6420-601.30-07	Supplies Reimbursed by Patron	1,868	0	2,000	2,200	2,000	(200)	(9.1%)
291-6420-601.32-01	Program Supplies	1,055	1,448	1,454	1,454	6,973	5,519	379.6%
291-6420-601.32-02	Program Events	1,716	4,010	8,540	8,540	0	(8,540)	(100.0%)
291-6420-601.32-80	Books	511	0	0	0	0	0	N/A
291-6420-601.32-85	Copier Supplies	499	0	0	0	0	0	N/A
291-6420-601.32-90	Circulation Supplies	4,413	8,630	9,583	9,583	11,256	1,673	17.5%
	Commodities	**12,841**	**15,587**	**24,338**	**24,538**	**25,385**	**847**	**3.5%**
	Total Customer Services	**2,306,199**	**1,964,516**	**3,035,834**	**3,246,133**	**3,237,328**	**(8,805)**	**(0.3%)**

MEMORIAL LIBRARY FUND

EXPENDITURES

Programs and Exhibits 6440

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6440-601.16-25	Department Manager II	0	0	0	0	73,407	73,407	N/A
291-6440-601.16-36	Librarian III	0	0	0	0	176,665	176,665	N/A
291-6440-601.16-48	Library Assistant I	0	0	0	0	58,597	58,597	N/A
291-6440-601.16-51	Clerk IV	0	0	0	0	72,644	72,644	N/A
291-6440-601.16-60	Clerk I	0	0	0	0	14,334	14,334	N/A
291-6440-601.18-05	Overtime Civilian	0	0	0	0	200	200	N/A
	Salaries	**0**	**0**	**0**	**0**	**395,847**	**395,847**	**N/A**
291-6440-601.19-05	Medical Insurance	0	0	0	0	89,236	89,236	N/A
291-6440-601.19-10	IMRF	0	0	0	0	32,939	32,939	N/A
291-6440-601.19-11	Social Security	0	0	0	0	24,543	24,543	N/A
291-6440-601.19-12	Medicare	0	0	0	0	5,740	5,740	N/A
	Fringe Benefits	**0**	**0**	**0**	**0**	**152,458**	**152,458**	**N/A**
291-6440-601.22-02	Dues	0	0	0	0	753	753	N/A
291-6440-601.22-03	Training	0	0	0	0	1,660	1,660	N/A
291-6440-601.22-18	Contracted Programs & Exhibits	0	0	0	0	164,169	164,169	N/A
	Contractual Services	**0**	**0**	**0**	**0**	**166,582**	**166,582**	**N/A**
291-6440-601.32-01	Program Supplies	0	0	0	0	303	303	N/A
291-6440-601.32-02	Program Events	0	0	0	0	50,795	50,795	N/A
	Commodities	**0**	**0**	**0**	**0**	**51,098**	**51,098**	**N/A**
	Total Programs and Exhibits	**0**	**0**	**0**	**0**	**765,985**	**765,985**	**N/A**

MEMORIAL LIBRARY FUND

EXPENDITURES

Digital Services 6450

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6450-601.16-25	Department Manager II	58,645	38,500	68,922	66,164	73,410	7,246	11.0%
291-6450-601.16-30	Digital Media Specialist	46,236	31,931	48,375	48,302	49,599	1,297	2.7%
291-6450-601.16-33	Librarian IV	75,495	50,426	74,920	76,265	76,792	527	0.7%
291-6450-601.16-36	Librarian III	95,933	65,890	100,807	99,665	103,373	3,708	3.7%
291-6450-601.16-48	Library Assistant I	157,849	106,535	170,988	163,510	179,310	15,800	9.7%
291-6450-601.16-54	Clerk III	11,695	7,998	12,476	13,424	13,790	366	2.7%
291-6450-601.18-05	Overtime Civilian	0	0	0	0	100	100	N/A
	Salaries	**445,853**	**301,280**	**476,488**	**467,330**	**496,374**	**29,044**	**6.2%**
291-6450-601.19-05	Medical Insurance	63,570	29,808	45,804	48,288	52,681	4,393	9.1%
291-6450-601.19-10	IMRF	57,372	37,989	58,990	56,187	57,832	1,645	2.9%
291-6450-601.19-11	Social Security	27,204	18,326	29,542	28,975	30,775	1,800	6.2%
291-6450-601.19-12	Medicare	6,362	4,286	6,909	6,776	7,197	421	6.2%
	Fringe Benefits	**154,508**	**90,409**	**141,245**	**140,226**	**148,485**	**8,259**	**5.9%**
291-6450-601.21-02	Equipment Maintenance	0	0	0	300	0	(300)	(100.0%)
291-6450-601.22-02	Dues	1,729	1,357	1,827	1,965	1,975	10	0.5%
291-6450-601.22-03	Training	684	497	650	650	650	0	0.0%
291-6450-601.22-18	Contracted Programs & Exhibits	0	3,880	6,000	6,000	0	(6,000)	(100.0%)
291-6450-601.22-66	Outside Reference Service	2,140	0	2,450	2,200	2,200	0	0.0%
	Contractual Services	**4,553**	**5,734**	**10,927**	**11,115**	**4,825**	**(6,290)**	**(56.6%)**
291-6450-601.30-05	Office Supplies & Equipment	800	234	700	700	700	0	0.0%
291-6450-601.30-07	Supplies Reimbursed by Patron	0	0	1,000	900	900	0	0.0%
291-6450-601.31-85	Small Tools and Equipment	2,593	2,619	4,000	3,600	6,149	2,549	70.8%
291-6450-601.32-01	Program Supplies	0	0	300	1,500	1,500	0	0.0%
291-6450-601.32-78	Electronic Resources	237,858	192,393	300,100	295,960	309,725	13,765	4.7%
291-6450-601.32-90	Circulation Supplies	1,909	1,580	1,400	1,400	1,477	77	5.5%
	Commodities	**243,160**	**196,826**	**307,500**	**304,060**	**320,451**	**16,391**	**5.4%**
291-6450-601.50-15	Other Equipment	0	0	1,991	1,776	11,410	9,634	542.5%
	Property	**0**	**0**	**1,991**	**1,776**	**11,410**	**9,634**	**542.5%**
	Total Digital Services	**848,074**	**594,249**	**938,151**	**924,507**	**981,545**	**57,038**	**6.2%**

MEMORIAL LIBRARY FUND

EXPENDITURES

Collection Services 6470

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6470-601.16-06	Manager of Collection Services	93,319	63,959	96,390	96,740	98,667	1,927	2.0%
291-6470-601.16-33	Librarian IV	65,022	44,563	67,056	67,392	68,746	1,354	2.0%
291-6470-601.16-36	Librarian III	131,534	89,626	134,613	134,784	137,492	2,708	2.0%
291-6470-601.16-39	Librarian II	99,788	69,390	105,870	104,949	108,561	3,612	3.4%
291-6470-601.16-41	Head of Acquisitions	48,727	33,527	50,792	50,700	52,077	1,377	2.7%
291-6470-601.16-48	Library Assistant I	109,043	20,521	31,037	30,826	31,044	218	0.7%
291-6470-601.16-51	Clerk IV	81,261	28,678	42,608	43,368	43,674	306	0.7%
291-6470-601.16-54	Clerk III	276,849	168,753	242,639	255,685	220,298	(35,387)	(13.8%)
291-6470-601.16-57	Clerk II	87,612	0	0	0	0	0	N/A
291-6470-601.16-60	Clerk I	52,498	0	0	0	0	0	N/A
291-6470-601.16-75	Library Page II	33,928	22,562	30,138	35,637	33,514	(2,123)	(6.0%)
291-6470-601.16-78	Library Page I	150,973	0	0	0	0	0	N/A
291-6470-601.18-05	Overtime Civilian	0	0	0	0	200	200	N/A
	Salaries	**1,230,554**	**541,579**	**801,143**	**820,081**	**794,273**	**(25,808)**	**(3.1%)**
291-6470-601.19-05	Medical Insurance	177,995	126,048	193,692	204,204	176,000	(28,204)	(13.8%)
291-6470-601.19-10	IMRF	145,985	73,013	104,721	106,994	97,609	(9,385)	(8.8%)
291-6470-601.19-11	Social Security	74,134	31,512	49,671	50,845	49,245	(1,600)	(3.1%)
291-6470-601.19-12	Medicare	17,338	7,370	11,617	11,891	11,517	(374)	(3.1%)
	Fringe Benefits	**415,452**	**237,943**	**359,701**	**373,934**	**334,371**	**(39,563)**	**(10.6%)**
291-6470-601.21-64	Access Services	2,720	0	0	0	0	0	N/A
291-6470-601.22-02	Dues	1,531	1,127	2,063	2,430	2,454	24	1.0%
291-6470-601.22-03	Training	3,134	513	500	1,212	1,100	(112)	(9.2%)
291-6470-601.22-85	Processing Services	86,876	55,170	82,000	92,000	92,000	0	0.0%
	Contractual Services	**94,261**	**56,810**	**84,563**	**95,642**	**95,554**	**(88)**	**(0.1%)**
291-6470-601.30-05	Office Supplies & Equipment	687	631	1,400	1,600	1,500	(100)	(6.3%)
291-6470-601.30-33	Documentation Library	705	180	710	705	710	5	0.7%
291-6470-601.32-03	Binding	243	52	0	500	200	(300)	(60.0%)
291-6470-601.32-05	Processing Supplies	28,425	19,792	26,000	33,000	32,000	(1,000)	(3.0%)
291-6470-601.32-75	Audio Visual	459,179	283,046	442,000	525,735	526,743	1,008	0.2%
291-6470-601.32-80	Books	640,696	458,530	671,350	724,860	726,499	1,639	0.2%
291-6470-601.32-90	Circulation Supplies	2,172	0	400	2,100	3,900	1,800	85.7%
291-6470-601.32-95	Periodicals	101,603	85,984	128,370	129,593	130,889	1,296	1.0%
	Commodities	**1,233,710**	**848,215**	**1,270,230**	**1,418,093**	**1,422,441**	**4,348**	**0.3%**
	Total Collection Services	**2,973,977**	**1,684,547**	**2,515,637**	**2,707,750**	**2,646,639**	**(61,111)**	**(2.3%)**
	Total User Services	**7,690,523**	**5,286,864**	**8,109,863**	**8,550,757**	**8,789,476**	**238,719**	**2.8%**
	Total Memorial Library Fund Before Operating Transfers Out	**12,147,446**	**8,555,968**	**13,408,038**	**14,572,169**	**14,586,392**	**14,223**	**0.1%**

MEMORIAL LIBRARY FUND

EXPENDITURES

Non-Operating 6901

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
291-6901-601.90-05	Operating Transfer Out	649,702	2,450,000	1,750,000	1,750,000	1,750,000	0	0.0%
	Non-Operating	**649,702**	**2,450,000**	**1,750,000**	**1,750,000**	**1,750,000**	**0**	**0.0%**
	Total Non-Operating	**649,702**	**2,450,000**	**1,750,000**	**1,750,000**	**1,750,000**	**0**	**0.0%**
	Total Memorial Library Fund	**12,797,148**	**11,005,968**	**15,158,038**	**16,322,169**	**16,336,392**	**14,223**	**0.1%**

LIBRARY CAPITAL PROJECTS FUND 491

► Fund Summary

	2014-15 Actual	8 Month Per. End. Dec. 2015 Actual	2016 Est. Actual	2016 Budget	2017 Budget	$ Change	% Change
BEGINNING FUND BALANCE	**$251,553**	**$792,503**	**$2,994,646**	**$2,994,646**	**$4,089,711**	**$1,095,065**	**36.6%**
Revenues							
Taxes	$0	$0	$0	$0	**$0**	$0	N/A
Intergovernmental	0	0	0	0	**0**	0	N/A
Licenses & Permits	0	0	0	0	**0**	0	N/A
Fees	0	0	0	0	**0**	0	N/A
Fines	0	0	0	0	**0**	0	N/A
Service Charges	0	0	0	0	**0**	0	N/A
Interest Income	3,424	5,039	6,000	2,000	**6,000**	4,000	200.0%
Sales/Reimbursable/Rents	0	0	0	0	**0**	0	N/A
Other	0	0	0	0	**0**	0	N/A
Total Revenues	**$3,424**	**$5,039**	**$6,000**	**$2,000**	**$6,000**	**$4,000**	**200.0%**
Expenditures							
Personal Services	$0	$0	$0	$0	**$0**	$0	N/A
Contractual Services	0	0	0	0	**0**	0	N/A
Commodities	0	0	0	0	**0**	0	N/A
Other Charges	4,002	0	0	0	**0**	0	N/A
Capital Items	108,174	252,896	660,935	1,140,000	**2,334,700**	1,194,700	104.8%
Debt Service	0	0	0	0	**0**	0	N/A
Total Expenditures	**$112,176**	**$252,896**	**$660,935**	**$1,140,000**	**$2,334,700**	**$1,194,700**	**104.8%**
Revenues over (under) Expenditures	**($108,752)**	**($247,857)**	**($654,935)**	**($1,138,000)**	**($2,328,700)**	**($1,190,700)**	**104.6%**
Interfund Transfers In	649,702	2,450,000	1,750,000	1,750,000	**1,750,000**	0	0.0%
ENDING FUND BALANCE	**$792,503**	**$2,994,646**	**$4,089,711**	**$3,606,646**	**$3,511,011**	**($95,635)**	**(2.7%)**

LIBRARY CAPITAL PROJECTS FUND

REVENUES

Account No.	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj Actual 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
491-0000-461.02-00	Interest on Investments	1,640	3,856	6,000	2,000	6,000	4,000	200.0%
491-0000-462.10-00	Market Value Adjustments	1,784	1,183	0	0	0	0	N/A
		3,424	**5,039**	**6,000**	**2,000**	**6,000**	**4,000**	**200.0%**
491-0000-491-05-00	Operating Transfer In	649,702	2,450,000	1,750,000	1,750,000	1,750,000	0	0.0%
	Other Financing Sources	**649,702**	**2,450,000**	**1,750,000**	**1,750,000**	**1,750,000**	**0**	**0.0%**
	Total Library Capital Projects Fund	**653,126**	**2,455,039**	**1,756,000**	**1,752,000**	**1,756,000**	**4,000**	**0.2%**

LIBRARY CAPITAL PROJECTS FUND

EXPENDITURES

Administration 6001

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
491-6001-601.50-15	Other Equipment	0	0	0	0	600,000	600,000	N/A
491-6001-601.50-55	Other Capital Outlay	0	14,046	110,000	155,000	0	(155,000)	(100.0%)
491-9901-591.40-78	IMET Expense	4,002	800	0	0	0	0	N/A
	Capital Outlay	**4,002**	**14,846**	**110,000**	**155,000**	**600,000**	**445,000**	**287.1%**
	Total Administration	**4,002**	**14,846**	**110,000**	**155,000**	**600,000**	**445,000**	**287.1%**

Paid by Gifts and Grants 6004

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
491-6004-601.50-55	Other Capital Outlay	17,644	0	0	0	10,000	10,000	N/A
	Capital Outlay	**17,644**	**0**	**0**	**0**	**10,000**	**10,000**	**N/A**
	Total Paid by Gifts and Grants	**17,644**	**0**	**0**	**0**	**10,000**	**10,000**	**N/A**

Information Technology 6010

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
491-6010-601.50-12	Computer Equipment	18,000	0	0	0	32,200	32,200	N/A
	Capital Outlay	**18,000**	**0**	**0**	**0**	**32,200**	**32,200**	**N/A**
	Total Information Technology	**18,000**	**0**	**0**	**0**	**32,200**	**32,200**	**N/A**

Facilities 6020

Account Number	Account Description	Actual 2014-15	Actual 8-Month Per. End. Dec. 2015	Proj. Act. 2016	Budget 2016	Budget 2017	$ Inc / (Dec)	% Inc / (Dec)
491-6020-601.50-15	Other Equipment	1,500	81,633	380,935	267,000	113,000	(154,000)	(57.7%)
491-6020-601.50-55	Other Capital Outlay	71,030	156,417	170,000	718,000	1,579,500	861,500	120.0%
	Capital Outlay	**72,530**	**238,050**	**550,935**	**985,000**	**1,692,500**	**707,500**	**71.8%**
	Total Facilities	**72,530**	**238,050**	**550,935**	**985,000**	**1,692,500**	**707,500**	**71.8%**
	Total Library Capital Projects Fund	**112,176**	**252,896**	**660,935**	**1,140,000**	**2,334,700**	**1,194,700**	**104.8%**

APPENDIX

COMMUNITY PROFILE

GOVERNMENT

Incorporated January 18, 1887

The Village is a home-rule municipality governed by a nine-member Board consisting of eight Trustees and one Village President, commonly referred to as Mayor. The Board is elected at large for staggered four-year terms.

The Mayor, with approval of the Village Board, appoints the Village Manager.

The Village employs 421 full-time and 14 part-time employees in 13 operating departments: Integrated Services, Human Resources, Legal, Finance, Police, Fire, Planning & Community Development, Building Services, Health & Senior Services, Engineering, Public Works, Water Utility Operations, and Municipal Fleet Services.

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

Plan Commission
Zoning Board of Appeals
Board of Health
Board of Local Improvements
Board of Fire & Police Commissioners
Electrical Commission
Design Commission
Building Code Review Board
Environmental Commission
Housing Commission
The Arlington Economic Alliance
Senior Citizens Commission
Youth Commission
Commission for Citizens with Disabilities
Bicycle & Pedestrian Advisory Commission
Special Events Commission
Arts Commission

GOVERNMENT (Continued)

The Village also operates a public access cable television channel and televises most Board meetings.

Village Website: www.vah.com
Additional Website: www.discoverarlington.com

Elections	
Number of Registered Voters	49,554
Number of Ballots Cast in Last Municipal Election 4-7-15	6,282
Village Bond Rating	Aa1
Fire ISO Rating	2 (1/1/2015)

Various Taxes	
Sales Tax	10.00%
Prepared Food & Beverage Tax	1.25%
Telecommunications Tax	6.00%
Hotel Tax	5.00%
Utility Tax (gas/electric)	5.00%

DEMOGRAPHICS

The Village is comprised of approximately 16.6 square miles.

The Village is located in Cook County, approximately 25 miles northwest of the Chicago loop business district. The Village is home to beautiful Arlington Park Race Track, the world-famous thoroughbred racing destination. Adjacent to the Village to the west are the communities of Palatine and Rolling Meadows; to the east are Wheeling, Prospect Heights, and Mount Prospect; to the north is Buffalo Grove; to the south is Elk Grove Village. O'Hare International Airport is approximately 15 miles southeast of the Village, a 20-minute drive by expressway.

DEMOGRAPHICS (Continued)

Weather Conditions

Average Winter	25º F
Average Summer	71º F
Average Annual Rainfall	34 Inches
Average Annual Snowfall	34 Inches

Population

1970	64,884
1980	66,116
1990	75,460
2005 (f)	76,943
2010 (a)	75,101
Age	
0 – 19	17,935
20 – 24	3,400
25 – 34	8,511
35 – 49	16,224
50 – 64	16,111
65 & over	12,920

Ethnic Makeup (a)

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

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

Other Household and Resident Data (a)

Total Households	31,409
Median Household Income	$77,195
Per Capita Income	$40,189
Median Age	41.9
% of population over 65	17%
Education (population 25 years & older)	
High school graduate or higher	95.6%
Bachelor's degree or higher	52.2%
Unemployment Percentage (12/2015) (b)	4.3%

DEMOGRAPHICS (Continued)

Home Value (a)

Median Home Value	$325.200
Median Gross Rent	$1,150
$0 to $99,999	1475
$100,000 to $149,999	1,443
$150,000 to $199,999	1,611
$200,000 to $299,999	5,448
$300,000 to $499,000	9,414
$500,000 to $999,999	3,187
$1,000,000 or more	301

Land Use (c)	Acres	%
Residential	5,279	50.4
Commercial	505	4.9
Office Only	225	2.2
R&D, Manufacturing, Warehousing	590	5.7
Institutional	285	2.7
Mixed Use	398	3.8
Parks/Schools/Government	1,082	10.3
Streets	2,000	19.0
Open	100	1.0
Total	10,464	100.0

Property Value (d)

Estimated Total Property Value (2014)	$7,512,659,307
Equalized Assessed Valuation (EAV) (2014)	$2,504,219,769

EAV Breakdown by Type of Property

	2014 EAV	% of Total
Residential	$1,810,983,128	72.3%
Commercial	577,544,679	23.1%
Industrial	114,654,036	4.6%
Railroad	1,037,926	< 0%
	$2,504,219,769	100.0%

DEMOGRAPHICS (Continued)

Top Five Property Taxpayers (d)

Luther Village	Retirement Facility
Arlington Int'l Racecourse	Entertainment
New Plan Excel Realty Trust	Real Estate
Town & Country Mall	Shopping
Northpoint Mall	Shopping

Other (d)

Miles of Streets	240

Water Information:

Municipal water system main water supply
Lake Michigan water through the Northwest Water Commission (All wells are secondary and backup sources)

Miles of Water Mains	260
Number of Water Customers	21,032
Capacity of Waterworks	36,000,000 gal/per day
Number of Storage Tanks	10
Storage Capacity	31,000,000 gal.

Sewer Information:

Miles of Storm Sewers	213
Miles of Sanitary & Combined Sewers	255
Number of Retention/Detention Basins	56

Sewage Treatment – Metropolitan Water Reclamation District

Number of Fire Stations	4

School Districts 15, 21, 23, 25, 59 and 214 serve the students of the Village of Arlington Heights and neighboring communities.

Library

Number of Sites	1 (plus Bookmobile)
Number of Volumes	344,839
Number of Registered Borrowers	57,077
FY2015 Total Circulation	2,450,612

BUSINESS

The Village has 1,708 businesses paying sales taxes.

2015 Kind of Business Report (e)

Sales Category	Sales Dollars	Percent of Total
General Merchandise	$ 697,167	5.8%
Food	1,938,186	16.1%
Restaurant Dining	1,499,964	12.5%
Apparel	360,989	3.0%
Furniture, Household	901,551	7.5%
Lumber/Building/Hardware	497,883	4.1%
Automotive/Filling Stations	2,935,374	24.4%
Drugs & Misc. Retail	1,580,833	13.2%
Agriculture & All Others	1,379,853	11.5%
Manufacturers	218,289	1.8%
TOTAL TAX RECEIPTS	12,010,088	100.0%

Major Employers (500 Employees or more)

Arlington Park Racecourse (seasonal)	4,500
Northwest Community Healthcare	3,617
Arlington Heights High School Dist. 214	1,670
Nokia Siemens Networks	1,267
Lutheran Home	800
Paylocity Corp.	670
Alexian Brothers Health System	500
Paddock Publications	500

AWARDS & RECOGNITIONS

GFOA Certificate of Achievement or Excellence in Financial Reporting..... Annually Since 1988

GFOA Distinguished Budget Presentation Award ..... Annually Since 2005

Certified Tree City U.S.A. .... Annually Since 1985

Daniel Burnham Award for Excellence In Planning for Timber Court Condominium Project (affordable housing).....2008

President's Arts Friendly Community Award 2008

Association of Illinois Senior Centers' Awards for Senior Center Program of the Year and Senior Center Director of the Year.....2008

Chaddick Municipal Development Process Award 2010

Designated as a Member of the Safe Communities America Program.....2010-2015

CALEA Accreditation of Police Dept. 2015

Governor's Sustainability Award.....2013

Community Partnership Award 2013

Notes:

(a) 2010 Census & US Census Bureau Website
(b) Illinois Department of Employment Security
(c) Village of Arlington Hts Comprehensive Plan
(d) Village of Arlington Hts & Cook County Records
(e) Illinois Department of Revenue
(f) Special Census

BUDGET GLOSSARY

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

ABATEMENT
A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments, and service charges.

ACCRUAL BASIS
A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable; expenses are recognized in the period incurred, if measurable.

ACTUARIAL / ACTUARY
A person or methodology that makes determinations of required contributions to achieve future funding levels that address risk and time.

AGENCY FUND
A fund established to account for assets held by the Village as a collection of paying agent for individuals, private organizations, other governmental units or other funds.

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

ASSESSED VALUATION
A percent of appraisal value assigned to real estate and certain personal property for use as a basis for levying property taxes. In the Village of Arlington Heights the assessed valuation is 33% of appraised value.

ASSETS
Property owned by a government which has a monetary value.

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

BALANCED BUDGET
A budget in which total expenditure allocations do not exceed total available resources.

BOND
A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large projects, such as buildings, streets and bridges.

BUDGET
A plan of financial operation embodying an estimate of proposed revenue and expenditures for a specific period of time (budget fiscal year).

BUDGET ADJUSTMENT
A legal procedure utilized by the Village staff and Village Board to revise the budget.

BUDGET AUTHORITY
Authority provided by law that permits Village departments to incur obligations requiring either immediate or future payment of money.

BUDGET MESSAGE
The opening section of the budget which provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the Village Manager.

BUDGET ORDINANCE
The official enactment by the Village Board to legally authorize Village staff to obligate and expend resources.

BUDGETARY CONTROL
The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAPITAL IMPROVEMENT PROGRAM (CIP)
A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work plan or otherwise. It sets forth each project and specifies the full resources estimated to be available to finance the projected expenditures.

CAPITAL OUTLAY
Expenditures which result in the acquisition of or addition to fixed assets.

CASH BASIS
A basis of accounting in which transactions are recognized only when cash is increased or decreased.

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

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

COMMODITIES
All expenditures for materials, parts and supplies except those incidentally used by outside firms performing contractual services for the Village.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
A federal entitlement grant distributed to municipalities on the basis of a formula that considers population, housing conditions, and poverty. CDBG funds are then distributed by the Village for activities that benefit low and moderate income families.

COMMISSION ON ACCREDITATION FOR LAW ENFORECEMENT AGENCIES (CALEA)
CALEA was created in 1979. The purpose of CALEA's Accreditation Programs is to improve the delivery of public safety services, primarily by: maintaining a body of standards, developed by public safety practitioners, covering a wide range of up-to-date public safety initiatives; establishing and administering an accreditation process; and recognizing professional excellence.

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

CONTINGENCY
An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as emergencies, federal mandates, shortfalls in revenue, and similar eventualities.

CONTRACTUAL SERVICES
Expenditures for services from outside vendors that are obtained by an express or implied contract.

DEBT SERVICE
The expenditure for principal and interest payments on loans, notes, and bonds.

DEBT SERVICE FUND
A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

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

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

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

DEPRECIATION
Expiration in the service life of capital assets purchased within Internal Service and Enterprise Funds, to account for wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

DISBURSEMENT
Payment for goods and services by cash or check.

ENCUMBRANCE
The commitment of budgeted funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

ENTERPRISE FUND
A governmental accounting fund in which services provided are financed and operated similar to those of a private business--where the intent is that the costs (expenses, including depreciation or debt service payments) of providing goods and services be financed or recovered through user fees.

EQUALIZED ASSESSED VALUATION
The total taxable property value. It is a combination of the market value of a property as determined by the county assessor, multiplied by a fraction depending on the classification of the property and adjusted by a multiplier determined by the state to equalize valuations across the state. It is the final value against which the total tax rate is multiplied to determine the property taxes due.

ESTIMATED REVENUE
The amount of projected revenue to be collected during the fiscal year. The amount of revenue budgeted is the amount approved by the Village Board.

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

FINANCIAL PLAN
A multi-year, long-range, approach to assessing the Village's revenue and expenditure needs which becomes the basis for formulating the annual budget which by law must be adopted. The plan is developed by utilizing existing policies, objectives, assumptions, and accepted benchmarks and activity measures.

FISCAL YEAR
The time period designated by the Village signifying the beginning and ending period for recording financial transactions. The Village of Arlington Heights has specified the calendar as its fiscal year that begins January 1 and ends December 31.

FIXED ASSETS
Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment. The Village has established a level of $1,000 for an item to be considered an asset; below $1,000, the item is considered to be an operating expense.

FREEDOM OF INFORMATION ACT (FOIA)
A state law governing the timing and cost of responding to requests for public information.

FULL FAITH AND CREDIT
A pledge of the general taxing power of government to repay debt obligations (typically used in reference to general obligation bonds).

FULL-TIME EQUIVALENT (FTE)
The number of positions calculated on a basis that one FTE equates to a 40-hour workweek for 12 months. For example, two part-time positions working 20 hours for 12 months equals one FTE.

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

FUND ACCOUNTING
The accounts of the Village are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of a fund are accounted for with separate sets of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, as appropriated. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

FUND BALANCE
Fund balance refers to the difference between current financial assets and liabilities reported in a governmental fund. Also known as surplus funds.

FUND TYPE
In governmental accounting, all funds are classified into seven generic fund types: General, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)
Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GENERAL FUND
The General Fund is the general operating fund of the Village. This fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS
Bonds that finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government.

GOAL
A statement of board direction, purpose, or intent based on the needs of the community.

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

HOME RULE
A status granted by the Illinois Constitution which gives cities of a certain size board powers not otherwise available to local municipalities. For instance, there is no statutory limit to the property tax levy nor is there any requirement to seek referendum approval for increasing the levy or issuing debt.

HOME RULE SALES TAX
An additional tax levied by the home rule municipality on retail sales within its jurisdiction. The tax, levied in 0.25% increments with no limit, is on all items except those that have a title (autos, boats, etc.) and groceries and drugs. It is collected by the state from the retailer and returned to the municipality.

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)
This retirement fund, established under State statutes, provides employees of local governments (excluding police and firefighters) in Illinois with a system for the payment of retirement annuities, disability, and death benefits. All employees (other than those covered by the Police or Firefighter's plans) hired in positions that meet or exceed an annual hourly standard (1,000 hours) must be enrolled in IMRF as participating members. Participating members of IMRF must contribute 4.5% of their salary to the pension fund. The employer pays a percentage that varies each year and is dependent on a report prepared by a professional actuary.

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

INTERGOVERNMENTAL REVENUE
Revenue received from or through the Federal, State or County government.

INTERNAL SERVICE FUND
A fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

LEVY
An imposing and collecting of a tax. In Illinois, the property tax is determined by the local unit of government, levied by the county clerk, and collected by the county treasurer. Taxes levied for any particular year are collected in the following calendar year.

LIABILITY
Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

LONG-TERM DEBT
Debt with a maturity of more than one year after the date of issuance.

MAJOR FUND
A major fund is (1) the main operating fund (the general fund or its equivalent which should always be reported separately); (2) other governmental funds and proprietary funds if the total assets, liabilities, revenues. or expenditures/ expenses of that individual fund are at least 10 percent of the corresponding total (assets, liabilities, and so forth) for the relevant fund category (governmental fund or proprietary funds) and at least 5 percent of the corresponding total for all governmental and proprietary funds combined; or (3) any other funds that public official believe are particularly important to financial statement users

MANDATE
A requirement from a higher level of government that a lower level of government perform a task in a particular way or by a particular standard.

MODIFIED ACCRUAL BASIS
A method of accounting used to recognize revenue and expenditures. Funds that use the modified accrual basis of accounting recognize revenues when measurable and available (i.e. collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period). Expenditures are recognized (with some exceptions) when the related liability is incurred.

MOTOR FUEL TAX (MFT)
The State returns a portion of the gas tax to the municipalities on a per capita basis for use in the maintenance and construction of public roads.

NET ASSETS
Net Assets refers to the difference between assets and liabilities reported in a proprietary fund and may be considered a measure of net worth.

OPERATING BUDGET
The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

OTHER POST EMPLOYMENT BENEFITS (OPEB)
OPEB is an accounting concept created by the Governmental Accounting Standards Board (GASB) by pronouncements designed to address expenses that entities may or may not be legally bound to pay, but pay as a moral obligation.

PERFORMANCE MEASURES
Specific quantitative and qualitative measures of work performed as an objective of the department.

PERSONNEL SERVICES
Costs related to compensating Village employees, including salaries, wages and benefits.

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

PUBLIC SAFETY EMPLOYEE BENEFITS ACT (PSEBA)
PSEBA provides for free health insurance to a public safety officer who is catastrophically injured or killed in the line of duty. The officer's spouse and minor children are also entitled to free health insurance coverage under the Act. The health insurance must be provided by the employer for the remainder of the lives of the officer and spouse (or until the spouse remarries).

REVENUE
Money received into a fund from outside the fund that, together with fund balances, provides the financial resources for a given year.

REVENUE BONDS
This type of bond is backed only by revenues from a specific enterprise or project.

SOLID WASTE AGENCY OF NORTHERN COOK COUNTY (SWANCC)
An intergovernmental agency formed to dispose of residential household solid waste generated by its municipal members.

SPECIAL ASSESSMENT AREA
A method used for the purpose of financing public improvements in a designated area. Although a portion of special assessment project costs are borne by a group of specifically benefited owners, the project usually has some value to the general public, in which case the general government may bear a portion of the project cost. The general government frequently pays for the entire project up front, and finances the cost through a bond issue. The individual owners in the special assessment area pay the general government their proportional share of the total owner cost. The payment is then used to cover annual debt service costs of the bond issue. Payments can be set up on a lump sum or a periodic basis.

SPECIAL REVENUE FUND
A fund created when the Village receives revenue from a special source designated to be used for a specific purpose.

SPECIAL SERVICE AREA
A method used for the purpose of financing public improvements in a designated area. This is handled in the same manner as a Special Assessment Area, except that the individual owners' portions are paid through annual property tax assessments. (See also Special Assessment Area).

TAX INCREMENT FINANCING (TIF)
This type of financing typically pays for infrastructure and capital improvements in a designated area or district. The difference in property tax revenues received in a base year versus the increased property taxes received in subsequent years after improvements are made, results in a property tax increment which is used to finance the improvements.

TAX LEVY
The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TAX RATE
The amount of tax stated in terms of a unit of tax base. In Illinois, the tax rate is per $100 of equalized assessed value.

WORKING CASH / CAPITAL
Working cash (or capital) is the difference between current assets and current liabilities reported in a proprietary fund. This measure indicates relative liquidity.

ACRONYMS

ADA: Americans with Disabilities Act

AED: Automated External Defibrillator

AHA: American Heart Association

AICPA: American Institute of Certified Public Accountants

AMR: Automated Meter Reading

APA: American Planning Association

APWA: American Public Works Association

ASCE: American Society of Civil Engineers

AWWA: American Water Works Association

CAFR: Comprehensive Annual Financial Report (also see Budget Glossary)

CAP: Children at Play

CCDPH: Cook County Department of Public Health

CCHD: Cook County Highway Department

CDC: Center for Disease Control and Prevention

CDBG: Community Development Block Grant (also see Budget Glossary)

CEDA: Community & Economic Development Association of Cook County

CIP: Capital Improvement Program (also see Budget Glossary)

CMAP: Chicago Metropolitan Agency for Planning

CMAQ: Congestion Mitigation and Air Quality

CPA: Certified Public Accountant

DSC: Disabilities Services Coordinator

EAV: Equalized Assessed Value

EEA&R: Energy Efficiency Audits & Rehabilitation

EECBG: Energy Efficiency and Conservation Block Grant

EECS: Energy Efficiency & Conservation Strategy

EMT: Emergency Medical Technician

EOC: Emergency Operations Center

ESDA: Emergency Services & Disaster Agency

FOIA: Freedom of Information Act (also see Budget Glossary)

FTE: Full-Time Equivalent (also see Budget Glossary)

GAAP: Generally Accepted Accounting Principles

GASB: Governmental Accounting Standards Board

GFOA: Government Finance Officers Association

GIS: Geographic Information Systems

GPS: Global Positioning System

HELP: High-Level Excess Liability Pool

HMO: Health Management Organization

HR: Human Resources

HSC: Human Services Coordinator

IEPA: Illinois Environment Protection Agency

IAMMA: Illinois Association of Municipal Management Assistants

IDOT: Illinois Department of Transportation

IDPH: Illinois Department of Public Health

IEHA: Illinois Environmental Health Association

IGFOA: Illinois Government Finance Officers Association

ILCMA: Illinois City/County Management Association

ILGSA: Illinois Geographic Information Systems Association

IMRF: Illinois Municipal Retirement Fund (also see Budget Glossary)

IMSA: International Municipal Signal Association

IMTA: Illinois Municipal Treasurers Association

ISPERN: Illinois State Police Emergency Radio Network

IT: Information Technology

ITEP: Illinois Transportation Enhancement Program

ITE: Institute of Transportation Engineers

JULIE: Joint Utility Locating Information for Excavators

LEADS: Law Enforcement Agencies Data System

LGDF: Local Government Distribution Fund

MABAS: Mutual Aid Box Alarm System

MAP: Metropolitan Alliance of Police

MCAT: Major Case Assistance Team

MRC: Medical Reserve Corps

MFT: Motor Fuel Tax (also see Budget Glossary)

NACCHO: National Association of County and City Health Officials

NFPA: National Fire Protection Association

NIGP: National Institute of Government Purchasing

NIPAS: Northern Illinois Police Alarm System

NIPSTA: Northeastern Illinois Public Safety Training Academy

NLRCL: Northern Illinois Regional Crime Lab

NPDES: National Pollutant Discharge Elimination System

NWCD: Northwest Central Dispatch

NWWC: Northwest Water Commission

OPEB: Other Postemployment Benefits

OSHA: Occupational Safety & Health Act (or Association)

PCA: Portland Cement Association

PEAR: Parish Emergency Assistance Resources

POD: point of distribution

PPO: Preferred Provider Organization

PSO: Public Safety Officer

PSEBA: Public Safety Employee Benefits Act (also see Budget Glossary)

PUD: Planned Unit Development

PW: Public Works

SBOC: Suburban Building Officials Conference

SCADA: Supervisory Control and Data Acquisition

SCBA: Self Contained Breathing Apparatus

SHIP: Senior Health Insurance Program

SWANCC: Solid Waste Agency of Northern Cook County (also see Budget Glossary)

TIF: Tax Increment Financing (also see Budget Glossary)

USEPA: United States Environmental Protection Agency

USRA: Urban Search and Rescue

VHF: Very High Frequency