



Village of Glendale Heights, IL



Annual Budget Fiscal Year 2016/17

VILLAGE OF GLENDALE HEIGHTS, IL

Fiscal Year 2016/17

Annual Budget

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Village President

Marie Schmidt
Village Clerk

Sharon Fonte/Sullivan
Deputy Mayor
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William Schmidt
District 1

Chester Pojack
District 5

Storino, Ramello & Durkin
Appointed Village Counsel

Michael Light
District 3

Pat Maritato
District 4

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District 6

Christopher B. Burke
Village Appointed Engineers

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Village Administrator

Roger Mabbitt
Assistant Village Administrator

Holly Beth Wood
Administrative Service Manager

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Finance Director/Treasurer

Joanne Kalchbrenner
Community Development Director

Keith Knautz
Parks, Recreation & Facilities Director

Douglas Flint
Chief of Police

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Public Works Director

Jennifer Ferrell
Division Manager of Golf Course
Operations

READER'S GUIDE TO UNDERSTANDING THE BUDGET

This reader's guide is to assist in understanding the various sections of a complex budget document. The budget is divided into various sections, which are detailed with explanations below.

BUDGET MESSAGE

This is a message from the Village Administrator and the Finance Director about the challenges, opportunities and uncertainties the Village faces in preparing the annual operating budget. The message highlights the Village's budget priorities and the principles adhered to in developing the budget.

VILLAGE OVERVIEW

The Village Overview section gives general information about the Village of Glendale Heights including an organization chart, its mission statement, government profile, location, history, demographics and community economics.

BUDGET OVERVIEW

The Budget Overview details the overall budget process and gives a basic understanding of how the Village creates and presents a budget. It also summarizes the Village's fund structure and provides detailed explanations of the major revenue sources of the Village.

BUDGET SUMMARIES

The Budget Summaries present the Village's Operating Budget in table and chart form. The Village presents this financial information in several different ways and compares current year information to prior years in order to gain a better understanding of the flow of funds and to note significant changes year after year. Also in this section is information on staffing levels and changes in fund balances for each of the Village's funds.

BUDGET NARRATIVES

The Budget Narratives are divided by fund, then department, then division, if applicable. Each fund, as well as each department/division within each fund, will have a budget narrative. These narratives start with a description of the department/division and detail the prior year accomplishments and goals and objectives for each division. In addition, this section will also include an explanation of budget highlights for the 2016/17 fiscal year.

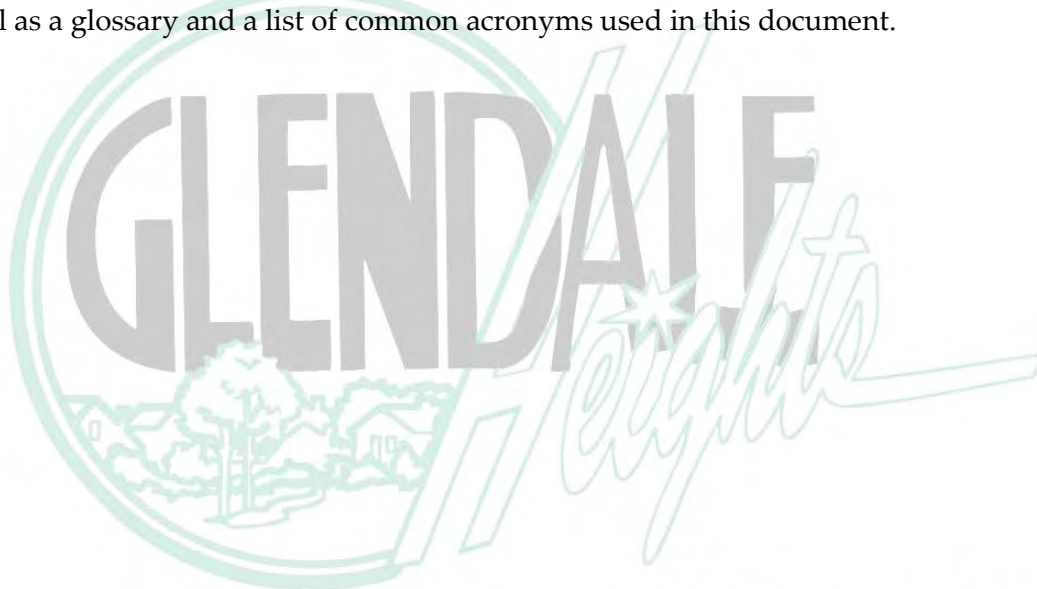
READER'S GUIDE TO UNDERSTANDING THE BUDGET

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvements Program is a comprehensive 5-year plan for the development of the Village's capital facilities, infrastructure and equipment. A summary of the capital projects will be listed by fund. The budget for the Capital Improvements Program is developed and incorporated into the Annual Budget that is presented to the Village Board for approval on an annual basis.

APPENDIX

The Appendix of this document includes a brief narrative of the Village's financial policies as well as a glossary and a list of common acronyms used in this document.



*A PROUD & PROGRESSIVE
VILLAGE FOR ALL PEOPLE*



**A PROUD & PROGRESSIVE
VILLAGE FOR ALL PEOPLE**

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INTRODUCTION

The 2016/17 fiscal year operating budget is hereby respectfully submitted. Local Ordinance and State Statute require the Village to adopt an annual budget which projects both anticipated revenues and adopted expenditures/expenses for the fiscal year. The Village's operating budget serves as an excellent source of communication to our residents in terms of our purpose and goals as a municipality.

Responsibility for both the accuracy of the data and completeness and fairness of the presentation, including all disclosures, rests with the Village and its management. To the best of our knowledge and belief, the enclosed data are accurate, complete and reliable in all material respects. All disclosures necessary to enable the reader to gain an understanding of the Village's budget activities have been included.

This document is an important tool for sound fiscal management. As provided for in the appropriation adoption ordinance, the legal level of control is by department or division. A budgetary system of monitoring and control has been established to ensure accountability and budgetary compliance.

As in previous years, this budget again focuses on delivering basic services the Village is responsible for as efficiently as possible. The Village has taken a number of steps over the past several years to stabilize its fiscal condition during these turbulent economic times; including, but not limited to reductions in staffing and departmental restructuring, as well as changes to programs where necessary and the introduction of newer technologies to improve efficiencies. Revenue growth and the diligent management of Village expenditures will continue to be the focus in future years in order to maintain service levels and necessary infrastructure maintenance and improvements throughout the Village.

The total 2016/17 budget for all funds of the Village is included in this document. The total net operating and capital budget is \$57,657,882, an increase of 1.4% from \$56,879,526 in 2015/16. The primary reason for this increase in expenditures is due to an increase in capital projects in the Tax Increment Financing District Funds, Capital Improvements, and Environmental Service Funds. All budgeted funds are balanced, utilizing current revenue sources or accumulated fund equity.

LONG-TERM FINANCIAL PLANNING

The Board is regularly updated on the financial status of the Village, both through monthly staff reports, and in other discussions. As the 2016/17 budget process began, it was quite clear that although some major revenues were showing signs of sustained growth, there were still challenges both short and long-term needing to be addressed, and that required the Village Board to remain financially vigilant. The Village has a history of sound planning and financial practices, as evidenced and re-affirmed by an excellent Aa2 credit rating from Moody's Investors Service.

The Capital Improvements Program (CIP) is the Village's comprehensive multi-year plan for the development of the Village's capital facilities, infrastructure and improvements. Capital projects include all vehicles, in addition to projects that cost more than \$10,000 over the life of the project. The plan outlines the capital projects that are expected to take place over the next five years and is designed to ensure that capital improvements will be made when and where they are needed, and that the Village will have the funds to pay for and maintain them. Each year, projects are reviewed for need and cost, and are incorporated in the annual budget to the extent that funds are available.

The Village's first Comprehensive Plan was prepared by outside consultants and was adopted in 1972. The Comprehensive Plan is intended to guide the long range development of the Village. A broad array of development related issues are discussed in the plan, including transportation, land use, and economic development. The general guidance provided by the plan is considered when new developments are proposed and when specific programs are considered for implementation by the Village. Over time, it is expected that the broad policies in the plan may need to be adapted to meet changing conditions. Many of the policies of the plan are proposed with this need for flexibility in mind.

Annually, the Village revisits its strategic plan related to the Community Development Block Grant (CDBG) program. This plan guides the programs that the Village will undertake each year. In addition, the Village must prepare an Annual Action Plan that describes the actions to be taken in a specific program year. To ensure public participation, the Village issues public notices, holds a public hearing, and accepts public comment.

The Village also has in place several long-term financial policies, covering areas such as, capital replacement, technology, basis of accounting versus basis of budgeting, debt issuance, cash management and investments, and budget development and adjustment. More information regarding these policies can be found in the Appendix of this document.

REVIEW OF BUDGET YEAR 2015/16

In the 2015/16 approved budget, the Village projected a 1.7% increase in General Fund revenues and a 2.5% increase in expenditures. These revenue increases were primarily due to transfers to the Capital Projects Fund, increases to water rates reflected in the Environmental Services Fund, and an increase in the 2014 tax levy specifically earmarked for insurance. The decrease in expenditures is mostly due to less capital projects undertaken in the Special Revenue and Capital

Projects Fund, and an anticipated reduction in the paid self-funded insurance claims. Growth in the Village's revenues has been continuing to improve, however, expenses are still monitored closely, and kept in check.

2015/16 ACTUAL RESULTS

Currently, General Fund revenues, which were budgeted at \$22,247,362, are projected to end the fiscal year a little more than \$1 million over budget, which is 4.7%. Spending, as always, is still being monitored closely and because of this, General Fund expenditures are expected to come in at \$370 thousand under budget, resulting in an overall surplus for the general fund of approximately \$1.36 million. The Village is moving forward into FY 2016/17 encouraged that revenues will continue to improve and experience sustained increases.

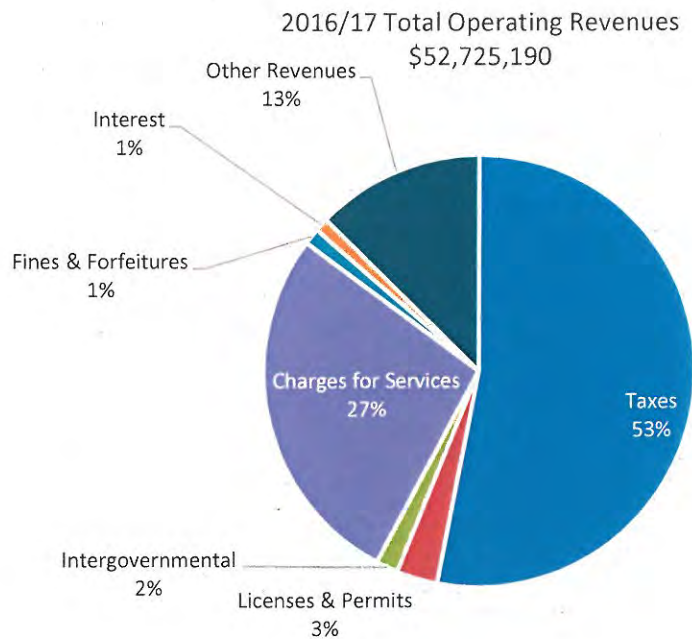
2016/17 OPERATING BUDGET OVERVIEW

In the 2016/17 budget, the Village is anticipating an increase of \$151,498 or 0.7% in General Fund revenues from the 2015/16 budget and a \$521,498 increase or 2.4% in expenditures. The growth in revenues comes primarily from the state shared revenue, as income from sales taxes and income taxes reflects an improving economy, while the expenditure increase is almost all related to the increased cost in salary and benefits for Village employees.

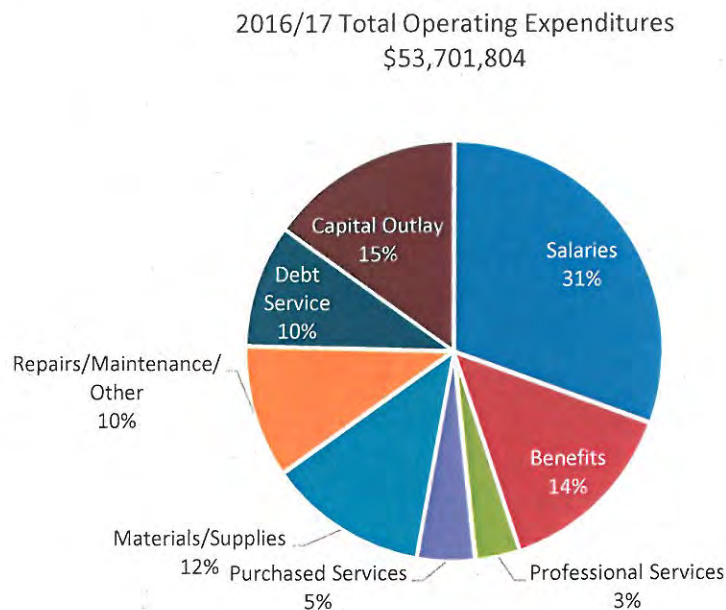
Over the last few budget years, departments were initially held to a zero or minimal increase in discretionary line items within their budgets. Departments continue to learn to be vigilant in their use of the limited resources available, as well as being innovative with methods of service delivery and with other resources that could be utilized.

The projected 2016/17 operating fund revenues, without operating transfers, total \$52,725,190, a 7.3% decrease from 2015/16. The primary reasons for this are due to federal and state grants expected to fund infrastructure projects in the Village's North Avenue TIF District, and a 0.25% increase effective July 1, 2016 in the Village's Home Rule Tax rate.

The chart on the next page summarizes 2016/17 proposed budgeted revenues by source for all funds:



The operating budgeted expenditures, exclusive of interfund transfers and capital projects, for 2016/17 totals \$53,701,804. This represents a 1.6% increase from the 2015/16 operating budget. The 2016/17 operating budget for all funds, including transfers and capital projects, shows expenditures/expenses exceeding revenues by \$976,614. The main reason for this is attributable to capital expenditures being budgeted in 2016/17 using accumulated reserve funds. The following chart summarizes the 2016/17 budgeted expenditures/expenses by object for all funds:



PROPERTY TAXES

Last year at this time, the equalized assessed valuation (EAV) of the Village was projected to decrease again, though not as dramatically, down \$4,093,191 to \$546,300,065 due to continuing volatility being experienced in the housing market. The Village used information obtained from both Bloomingdale and Milton Townships, which supported an increase of .84% (Bloomingdale Township), and decrease of 0.0056% (Milton Township), respectively. Overall, the Village's tax levy is less than 1% more than it was in 2008.

A substantial portion of the property tax levy (about 27%) is for outstanding debt service. These amounts are all determined based on the amount of principal and interest payments that will be paid during the budget year. When bonds are issued, other revenue sources are sometimes dedicated to pay off the bonds. For example, bond issues for the road program are funded partly with Home Rule Sales Tax funds. When there are other revenue sources dedicated to the bond issues, these amounts are abated from the property tax levy and the overall levy is then reduced. A total of 59% (\$3,013,348) of the total 2015 tax levy allocated to debt service (\$5,088,185) is being abated.

PERSONNEL

As part of a long-term strategic plan, the Village Board continues to support staffing levels throughout all Departments that match tasks and responsibilities with available funding resources. Several departments have undergone restructuring in the last few years; and since 2007, the Village has decreased the full-time employment of the Village to 190 from 230, mainly through natural attrition. Total personnel expenditures/expenses, which includes benefits, represents 52.9% of the total operating costs (excluding capital outlay and operating transfers) for all funds.

CAPITAL IMPROVEMENTS PROJECTS

Having nearly completed an aggressive bond and build program which began in 2007, the Village now finds itself back into a more traditional pattern of planning and financing capital expenditures on funds available or pay as you go strategy. Although the use of bond proceeds cannot be ruled out should it be deemed in the Village's best interest, such option will likely not take place in the immediate term until housing values are stabilized and core revenues show consistent increase.

SUMMARY

In conclusion, it is anticipated that true economic recovery is no longer just something on the horizon, but rather, being experienced presently. The Bloomingdale Township Assessor's Office has provided very preliminary information which suggests a healthy increase in Equalized Assessed Values beginning in 2016, and continuing to trend in positive territory thereafter. Nonetheless, the Village of Glendale Heights remains postured and challenged to monitor how Village services are provided and be open to innovation in terms of the utilization of resources within the 2016/17 Operating Budget. Providing predictable, stable and high quality services to our residents and businesses continues to be our main focus. We believe this budget establishes

a financial foundation for the Village Board to accomplish their goals. Our ongoing, combined efforts will ensure the Village of Glendale Heights can continue to provide the traditional high level of service to the residents and businesses of Glendale Heights.

PUBLIC HEARING AND NOTICE OF AVAILABILITY OF BUDGET

Copies of the tentative Appropriations Ordinance were made available for public inspection at least ten (10) days prior to the passage of the annual Appropriations Ordinance, and notice of this availability was published in a newspaper having general circulation within the Village. Not less than one week after publication the Appropriations Ordinance is available for public inspection and prior to final action on the budget, one public hearing was held on the tentative Appropriations Ordinance by the Board of Trustees. Notice of the public hearing was given at least one week prior to the time of the public hearing date.

AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Glendale Heights, Illinois for its annual budget for the fiscal year beginning May 1, 2015. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

ACKNOWLEDGMENTS

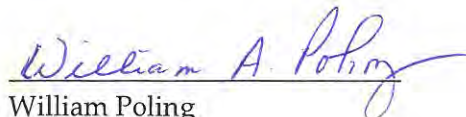
The Village's budget is the culmination of the time and hard work of many people. We would like to extend our sincere appreciation to the Village President and entire Board of Trustees, as well as all members of the Executive Staff for their tireless dedication and assistance during the budget process.

Critically reviewing, assessing and adjusting policies and practices can be challenging. But if the community is to continue to progress and to remain financially stable, this process is necessary in order to achieve the goals as set forth by the Village Board.

Respectfully submitted,



Raquel L. Becerra, M.P.A.
Village Administrator



William Poling
Finance Director

GOVERNMENT PROFILE

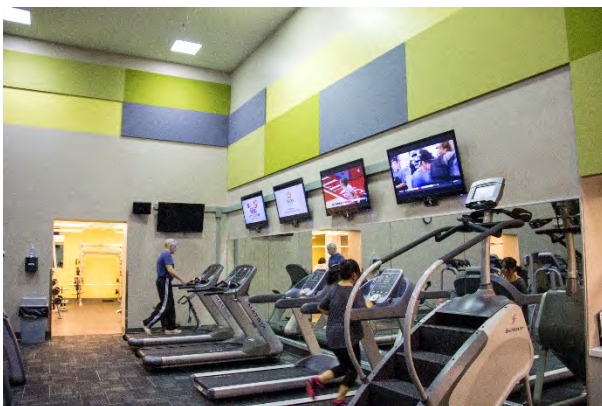
The Village of Glendale Heights is a home rule municipality under the Constitution of the State of Illinois (the “State”). The Village is governed by a Village President and Board of Trustees. The Village President and Village Clerk are elected at large for four-year terms. Six trustees are elected by district and serve staggered four-year terms. Serving under the Village President is the appointed Village Administrator who directs the management of the Village and eight appointed department directors, including the Finance Director and Chief of Police.



The Village President also appoints consulting firms that serve as Village Attorney and Village Engineer. The Village provides a full range of services including police protection, public works, building permits, inspection and community development, recreation and social events, health, human and senior services, water and sewer, and other general government services.

Village employees are represented by five separate bargaining unit contracts. Patrol Officers and Sergeants of the Village’s Police Department are represented by the Fraternal Order of Police (“FOP”) in two separate bargaining units. The Village’s public works, parks and facilities employees are represented by Teamsters Local 700 in two separate bargaining units. Clerical staff and certain other employees are represented by the American Federation of State, County and Municipal Employees, Local 3768 (“AFSME”) in one bargaining unit. All contracts expire April 30, 2018.

PARKS AND RECREATION



PARKS DIVISION

The Parks Division is responsible for maintaining over 254 acres of park land, and more than 20 sports fields and playgrounds. In 2015, the Parks Division completed several special projects. One of the largest projects undertaken was the addition of a ¼ mile walking path at Ollman Park. Americana Park also received a new walkway and bike rack, and the islands along Armitage Avenue were lowered to provide improved visibility.

Other park projects include the planning of 2016 park improvements. Plans for a new state-of-the-art playground structure at Nazos Park is underway. This project will include the first “Community Build” playground. The project is scheduled to be completed in mid-summer of 2016. Additionally, some of the older neighborhood parks will see some new and exciting amenities added.

The Parks Division has several programs including the Adopt-A-Park, Adopt-A-Street, and Memorial Programs. Participating groups are recognized in the Village Newsletter during the months they are actively participating in the program.

RECREATION DIVISION

Throughout 2015, the Recreation Division hosted 28 special events from the Daddy Daughter Dance to Breakfast with Santa. The newest addition to the list of special events was Harvest Fest with over 500 attendees. The event included a bags tournament, chili cook-off, hot pepper eating contest, a corn maze, hay rides, a pumpkin patch, face painting, arts and crafts, music and concessions.

If working out is something you like to do, check out the Sports Hub Fitness Center. Offering a three-day trial period to potential new members, a Sports Hub Fitness membership includes free racquetball, discounted child care, 50% off featured fitness classes and many more specials.

In February of 2015, Recreation launched a March Madness Fitness Program for annual fitness members. This contest ran in conjunction with the NCAA Basketball Tournament. Members earned team picks by tracking their workout time. Members enjoyed working out while watching their team compete. Winners received fitness gift baskets.

In July of 2015, the Parks and Recreation Department celebrated the 30th Anniversary of National Parks and Recreation month. Thirty years took us back to the 1980's, so celebrations included an 80's day in which PATH Summer Camp participants learned about the 80's culture. Campers enjoyed an 80's fashion party and dance show. The 80's theme was carried out through the year as we danced to 80's tunes at park parties and incorporated the 80's theme into other programs and events.

In November of 2015, one of the final phases of the Sports Hub renovation was completed. The fieldhouse received new state-of-the-art artificial turf, ¾ tempered glass walls, new netting and a walking track. These upgrades allow for additional programming opportunities for year round use.

One of the most exciting equipment purchases this year was Bubble Soccer. Combine soccer with inflatable plastic suits and you have a recipe for fun! Bubble Soccer guarantees a lot of bumping, bouncing, rolling and laughing.

Each year, the Recreation Division offers a wide variety of programs for all age groups from tiny tots to adults at reasonable prices. The Division continues to provide activities that are fun and engaging in a safe environment.

AQUATICS



The GH₂O Aquatic Center, built in 1997 offers a zero depth entry pool, sloping to a maximum depth of five feet, a six lane competitive lap swimming area, two water slides and a water play area.

Sand volleyball courts, sand play area, sundeck and concession area are also available. The GH₂O Aquatic Center was renovated and celebrated its grand re-opening on July 4, 2012, creating a new aquatic experience with multiple attractions which would add thrills that hold attention both the young and the young at heart. The new features include a high dive, low dive, drop slide and the FlowRider (a surf simulator).

GLENDALE LAKES GOLF CLUB

Glendale Lakes Golf Club had over 23,000 rounds of golf played in 2015. These rounds included daily play, leagues, outings and several high school teams' home matches and team practices. Glendale Lakes Golf Club continues to host close to 100 golf outings, several leagues and 5 high school golf teams including Glenbard North boys and girls, Glenbard East boys and girls, and Glenbard West girls.

The Golf Course Committee decided in April to discontinue the restaurant on Friday nights at the golf course. However, the committee agreed to have the restaurant open on Fridays only during the Lent season for the Fish Fry. During the golf season, grill items from the bar area are available for lunch or dinner after golfing.

Glendale Lakes Golf Club hosted the 15th Annual Charity Golf Classic on Thursday, August 13th. The event was originally scheduled for Tuesday, June 17th, but due to heavy rains, the golf course was flooded and the event had to be re-scheduled. The charities for this year's event went to Make-A-Wish Illinois, the FOP Lodge 52 Community Enrichment Fund, the Glendale Heights Chamber of Commerce, and the largest portion of the event went to Family in Faith Food Pantry. The money raised for the food pantry will go towards building a permanent food pantry for residents at the Family in Faith Church in Glendale Heights.

On September 11th, Glendale Lakes Golf Club was proud to host the Chicago Area National Fallen Firefighter Golf Outing. For 2015, this Chicago area golf outing raised the most amount of money than any other fallen firefighters golf outing in the country.

Improvements to the golf course continued this past year to enhance the golfer experience and playability of the golf course. Bunker renovation work continued with finishing the greenside bunker on Hole #2, completing the greenside bunker on Hole #9, and the left greenside bunker on Hole #8. All of the bunkers were analyzed, and a plan has been developed to renovate the majority of the bunkers. Also, several bunkers that are not in play will be either removed, reshaped, or reduced in size. This will help save costs on materials and labor, and improve the overall bunkers.

Another project was a walking land bridge that was installed for the forward tee on Hole #9. The forward tee on Hole #9 is in a low area which can cause flooding and difficulty accessing the tee. A land bridge was created from the cart path to the tee box with a drainage and decorative rock to make access dry even after heavy rain.

This year, the golf course made improvements to the clubhouse as well. New bar furniture was purchased to give the bar an updated look and new monitors were placed in the golf shop to improve efficiency as well as the look of the shop. Looking ahead to 2016, management anticipates further upgrades to the clubhouse to draw in more customers.



Glendale Lakes hosted around 400 banquets, including 42 wedding receptions. There were 16 holiday parties hosted at Glendale Lakes where guests were treated to delicious meals and

sweet desserts. Glendale Lakes continues to get outstanding evaluations from many baby showers, bridal showers, business meetings, family gatherings and company parties, as approximately 97% of all post-event evaluations returned rated their event as above average or better.

CENTER FOR SENIOR CITIZENS

In 2010, the Village's Center for Senior Citizens opened their doors offering comprehensive senior citizen resources, innovative programming, information sessions, social events and exciting trips. The Center was designed with the active senior in mind and includes a game room, fitness room designed for older adults, arts & crafts room as well as a full-service salon. The Center has a library with a cozy fireplace, filled with great books to read and four computer stations with internet access.

The Center's membership is just under 2,000 members. After completing the Center's 4th annual survey, members were asked what can be done to better serve them. The response was overwhelming. Statements such as: "It is a very good feeling to enter the Center for Senior Citizens with the content and smiling faces of the staff. Keep up the good work!" and "This is one of my favorite places to be!" The surveys gave staff and volunteers ideas for different programs and activities that staff will be trying in 2016.

Center staff will work with its advisory council, members and community to make the center a true one-stop for members needs for all avenues of their lives. Many seniors took advantage of the new services offered in 2015 such as Benefit Access Application (BAA) assistance. This application is completed online and assists the senior to get a discount license plate sticker and a RTA ride free card.

Volunteerism continues to be an important part of the Center and its daily function. In 2015, 41 individuals volunteered 2,355.45 hours to benefit the Center. Aside from assisting in the everyday programming, the pool of volunteers helped 16 special events become a reality, including Bake Sales and a Halloween party.

The Center's craft instructors organized the Center's 3rd annual Craft Fair. The proceeds for table rentals went towards craft supplies.

One of the Center's highlights of 2015 was the opportunity for the Senior Line Dance Group to perform on the stage at Glendale Heights Fest. It was a great thrill for the group and they hope to do more line dancing in the future.

An important component of the Center's operations are the senior social services, including its community dining program that provides meals-on-wheels as well as congregate dining at the Center. As part of congregate dining, the Center provides a "lunch-n-learn" program. The Center also holds informational sessions on important social service topics that keep seniors educated on healthy lifestyles and promote senior safety.



In 2015, community partners helped the Center provide 79 programs and 3,305 meals. There were 11,637 home delivered meals sent from the Center's kitchen.

The Center is a certified Senior Health Insurance Program (SHIP) site. As part of the agreement with the State of Illinois, the Center's SHIP Volunteers will educate Medicare Beneficiaries and their families to help make and educated choice about health care coverage.

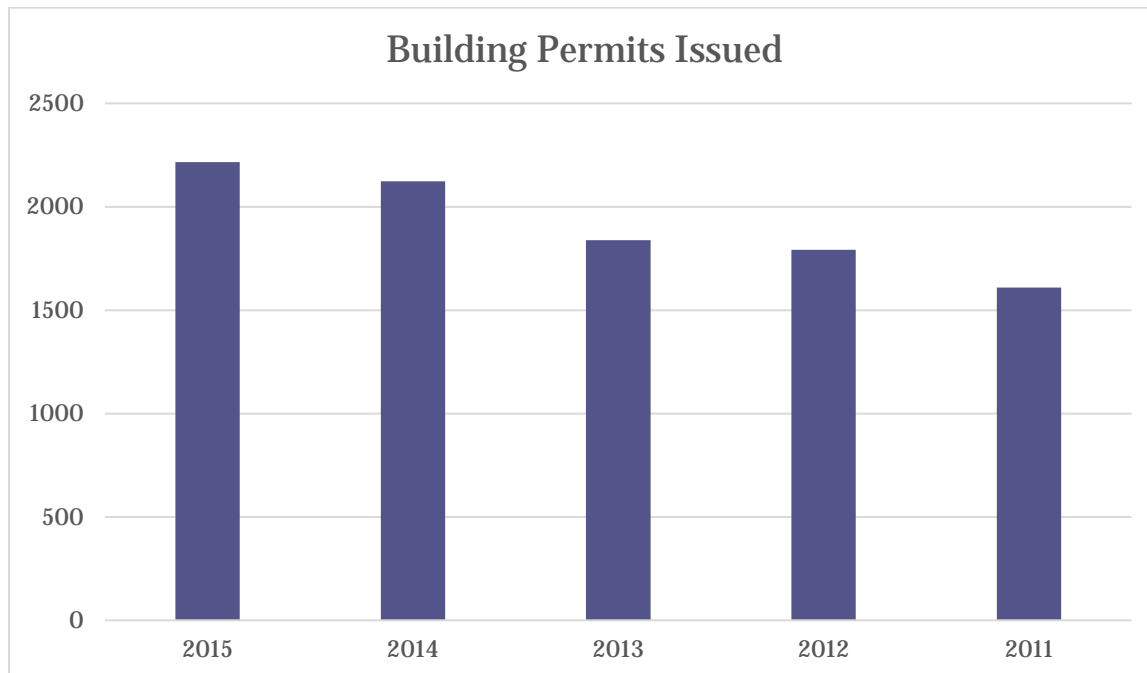
The "Hidden Treasure" gift shop continues to flourish with generous donations from residents and businesses. These funds help the Center staff continue to plan additional program activities. An additional revenue source for the Center is the incredibly successful community room rental that hosted 142 birthday parties, showers and anniversary events in 2015.

COMMUNITY DEVELOPMENT

The Community Development Department is responsible for development and property maintenance related activity, including reviewing development proposals, reviewing and issuing building permits, inspecting construction, licensing and inspecting rental property, conducting real estate transfer inspections, performing property maintenance inspections, processing video gaming licenses and a variety of other responsibilities.

The Department focused significant efforts on the Village Board's priority of economic development within the community by encouraging new businesses to locate to Glendale Heights and retaining existing businesses. Increased economic development improves property values, increases the tax base and lessens the tax burden on all property owners, as well as gives area residents more opportunities to shop and eat locally.

Community Development staff guides developers through the development review process including reviewing conceptual drawings, scheduling public hearings before the Plan Commission, preparing staff reports and presenting proposals to the Committee of the Whole and Village Board for final action. Once approved, staff continues to work with developers as they submit building plans and construct new businesses. The Community Development Department reviewed 2,216 building permits in 2015, compared to 2,123 in 2014, 1,839 building permits in 2013, 1,792 in 2012 and 1,610 in 2011.



There has been significant commercial activity throughout the Village in 2015. Along the Army Trail Road corridor, the Bloomingdale Plaza shopping center at the southwest corner of Bloomingdale and Army Trail Road was purchased. The new owner is making improvements to the Center and has started construction of a new outlot building that will include a Starbucks and another future retail user. The former restaurant building at the corner was also purchased and the new owner is preparing plans for redevelopment in 2016.

The former Sports Authority is undergoing a significant transformation and facade upgrade as Art Van Furniture is renovating and preparing to move into this location with a planned opening in early spring of 2016. The Mayor and Village Board also approved development of two outlot buildings in front of the Target on Army Trail Road, with construction anticipated to begin in late spring of 2016. The outlot buildings are planned to be restaurants and retail businesses.



The Community Development Department oversaw construction of several new restaurants in the Village in 2015 including Pronto's, with Italian fare, at 2260 Bloomingdale Road, Wing Zone at 2115 Bloomingdale Road, and Mabuhay Restaurant at 1232 Bloomingdale Road, featuring authentic Filipino cuisine. Stella's and Q Bar both opened in Plaza Westlake, providing additional entertainment options in the Village.

Village staff and the Mayor's Office continue to meet with shopping center property owners to provide assistance in locating new tenants to their centers and encourage them to improve their facilities. Also, the Community Development Department partnered with nine other communities in the area that also have vacant Dominick's stores in its continued effort to help the property owner fill the vacant store. The partnership generated significant media attention and some interest in the site. We are hopeful that the continued efforts will result in redevelopment of the site.

Construction of the new Bucky's gas station, which includes a gas station and convenience store, was recently completed and they opened in January of 2016. This development replaces a former deteriorated restaurant and will vastly improve the eastern gateway into the community.

In addition to the extensive commercial construction activity, the Community Development Department oversaw remodeling and opening of several new industrial businesses including Simmons Engineering, an industrial saw manufacturer, and ID Commerce + Logistics, an internet fulfillment center. Industrial developer Prologis demolished the outdated buildings at 601 Regency and is constructing a large building to be leased for industrial use. Staff also worked with several existing businesses as they remodeled and expanded within the Village, including Medefill and Hydac.

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in health care.



The Village has continued to work closely with Adventist GlenOaks Hospital as they became AMITA Health Adventist Medical Center, GlenOaks. AMITA Health Adventist Medical Center, GlenOaks is making additional improvements to the site including building a new helipad, resurfacing the parking lots, and modifying the former Emergency area.

In addition to Community Development's focus on economic development, the Department also monitors existing property in the Village to help protect and improve property values, as well as the safety of its residents. Community Development staff is the liaison to the Property Enhancement Committee, which recognizes well-maintained properties and identifies areas for improvement. Staff responds to service requests from residents as well as identifies property that is not properly maintained, and contacts owners to address violations. Although the majority of property owners address violations, if not addressed, staff issues citations to require that property be properly maintained. Staff also works with management companies and homeowners' associations to ensure that common areas and buildings are also maintained.

The Village of Glendale Heights continues to attract investors who purchase and rent homes. We welcome these investors provided they comply with Village codes and ordinances. The Village works with landlords and tenants to ensure the rental units are properly maintained through the licensing and inspection process as well as the crime prevention partnership program. Through this program, the Village provides landlords and tenants information about their rights and obligations to comply with the law. If a landlord or tenant fails to comply with the laws and ordinances, this could result in a property being declared a nuisance, and citations being issued. This program is important to deter crime and help protect property values in the community.

Community Development Department staff also works with residents, developers and contractors to provide information and assist with zoning and building questions. It reviews new business applications and coordinates the reviews with the Fire District, Police Department and Public Works Department. The Department responded to 233 Freedom of Information Act requests in 2015. It also provided zoning verification letters and floodplain information to property owners upon request.

PUBLIC WORKS

The Streets Division constructed various storm water projects throughout the Village to alleviate flooding. Staff installed over 200 feet of new storm sewer pipe and structures at the Glendale Lakes Golf Course to relieve long standing flooding issues. Staff also designed and assisted in the construction of a new storm water relief system to the walking path at Ollman Park.

Streets Division staff continued to improve streets throughout the Village as part of the in-house road program, with the overlaying of pavements at West Drummond Avenue and Gerald Avenue, as well as concrete repairs to sidewalks and curbs.

Streets Division staff responded to 22 snow and ice events throughout the winter season of 2015, plowing and de-icing 76 center lane miles of roadway and 147 courts. Staff also responded to 15 separate flood control events including clearing of storm inlets and streams to alleviate standing water on roadways. Additionally, staff responded to 782 requests for work orders throughout 2015.

A new lighting project was undertaken in house with the installation of 3 new light poles and wiring at Mill Pond Drive, Harding Drive and Audubon Drive.

Staff continued to replace a large number of deteriorated signs throughout the Village, with over 100 signs installed. The Signs & Lights crews also responded to over 3,500 JULIE locate requests in 2015.

Streets Division restored over 200 feet of broken/unsafe sidewalk throughout town, as well as made 26 permanent repairs to deteriorated or damaged pavement, from the result of water main breaks.

Streets Division staff participated and celebrated National Public Works Week in May of 2015. They educated the students of Glenside Middle School, Americana Intermediate School and Pheasant Ridge Primary School, by demonstrating equipment and operations at each school. This allowed the students to understand and appreciate the front line services provided by the Streets Division as part of the Public Works Department.



The Streets Division pursued a variety of training opportunities through Northern Illinois Public Safety Training Academy (NIPSTA), covering Competent Person Trenching and Shoring, Electrical Safety, Confined Space Entry and Clean Air Rescue. Staff also completed

training in the National Pollutant Discharge Elimination System (NPDES) program, and are now Certified Storm Water Inspectors.

UTILITIES DIVISION

The Village's water infrastructure was improved in 2015 by a capital project to replace approximately 1,200 feet of water main and appurtenances on Darlene Lane and Pleasant Avenue. This work was undertaken as part of a Community Development Block Grant (CDBG) project.

Utilities Division staff continued to perform maintenance to the water infrastructure including hydrant maintenance, valve repair, pump station maintenance and Illinois Environmental Protection Agency (IEPA) mandated sampling. The Village is pleased to report that all IEPA sampling undertaken in 2015 resulted in no violations or water quality issues.

Two water distribution leak detection surveys were undertaken by Water Services Incorporated. These surveys resulted in identifying 23 fire hydrant leaks and 2 water main leaks which were all repaired by staff.

Improvements to the Village's sanitary sewer distribution system continued this year with the rehabilitation of another lift station owned by the Village. The lift station located at 521 North Avenue is currently being retrofitted with submersible pumps. These upgrades will reduce confined space entries by maintenance staff, as well as increase energy efficiencies through the use of new energy efficient pumps and equipment.

Additional maintenance work was undertaken to the public sanitary sewers including the televising of all sewers on North Avenue from Bloomingdale Road to River Road. As a result of this work, identified structural defects were relined and repaired by a qualified contractor. Utilities Division staff also completed high pressure jetting of the entire sewer distribution system of over 72 miles of public sewers. Televising the internal condition of nearly 5.5 miles of sanitary sewer mains was also achieved by staff which subsequently allowed for serious structural defects to be identified before the pipe deteriorated further. Repairs to these defects are currently underway which will ensure the sewers operate efficiently for a number of years to come.

Staff, together with the Village Engineer, managed an Inflow and Infiltration study in a section of town in and around Payson Circle. The results of this study were encouraging, with minimal inflow and infiltration (groundwater and storm water entering into the sanitary sewer system) being identified. Necessary repairs to the sewer system as a result of this study will be planned in 2017.

Storm water projects were also undertaken by Utilities Division staff including the televising and partial cleaning of the storm sewers in and around North Avenue as a part of the design engineering for the North Avenue Flood Alleviation Project. This was a difficult and labor intensive task that required several weeks of staff time. However, this saved the Village a substantial amount of money by performing the work in-house and allowed the Village

Engineer to verify technicalities of the project. An additional storm water project for the Sports Hub Field House was also undertaken by Utilities Division staff to assist the Parks, Recreation & Facilities Department. This project involved the addition of storm water structures and the reconfiguration of the drainage system for the Field House and Sports Hub.

WATER POLLUTION CONTROL FACILITY

The Village's Water Pollution Control Facility (WPCF) processed over one billion gallons of wastewater this year within Illinois Environmental Protection Agency (IEPA) guidelines and regulations. WPCF has continually operated well above the expected guidelines set forth by the IEPA and is seen as a model Plant by its peers.

The Facility completed a Local Limit study that set the limits in the Local Ordinance for conventional and industrial wastewater. The study provides the mechanism for the Village to establish best management practices in processing conventional and industrial discharges into



the wastewater stream. The Village is proud to announce that by participating with the DuPage River Salt Creek Work Group (DRSCW) and the surrounding communities, the Village was able to defer treatment of phosphorus as a condition of its new 5-year Discharge Permit issued by the IEPA. By working closely with DRSCW, an alternative to directly treating phosphorus at the Facility was approved. The most cost effective means to reduce phosphorus levels and other

offensive condition impairments along the DuPage River watershed was determined to be with the implementation of capital projects directly on the watershed, which will be managed by DRSWC over the next seven years. These projects will help raise the dissolved oxygen levels in the surrounding creeks and streams to improve the aquatic habitat.

The Facility also made changes to the infrastructure with a new natural gas service line, and also made significant upgrades to the Facility's operation with new sludge pumps that process the sludge significantly faster than the pumps they replaced.

WPCF also invited more than 150 students from G. Stanley Hall School this year during National Public Works Week, May 18 – 24, 2015. The students toured the Plant and learned firsthand what it takes to process three million gallons of wastewater a day.

FLEETS DIVISION

The Fleets Division continued to be busy all year, maintaining the Village's fleet of 312 pieces of vehicles and equipment. The fleet is utilized by all departments in providing a range of services from Police vehicles to snow plowing trucks, zero turn mowers, to lift-alls servicing light poles and tree trimming, all serving the residents of Glendale Heights.

The Fleets Division has a crew of three dedicated mechanics trained to work on this large range of specialized equipment.

The Village was successful in obtaining a Department of Commerce and Economic Opportunity (DCEO) grant to purchase a new bus for our senior residents. The Fleets Division contributed to specifying the requirements of the new bus. This new 14 passenger vehicle boasts a wheelchair lift, DVD player and 19" television monitor as well as an extra wide aisle to accommodate the comfort of all our senior residents.

The Division undertook 1,300 preventative maintenance checks and repairs as well as over 1,000 corrective measures in 2015.

As the Village extends the useful life of all vehicles and equipment in an order to maximum value of its assets, it is inevitable that more breakage will occur over the extended life of the vehicle. The Fleets Division staff continue to undertake many repairs in house, to minimize costs as much as possible. In 2015, one of the Village's oldest primary trucks used for sewer cleaning, had a transmission failure after 15 years of service. A replacement truck would be in the region of \$250,000. Fleets staff installed a remanufactured transmission and also repaired some minor oil leaks on the engine while the damaged transmission was removed. This was an extensive operation that required specialist knowledge of this type of vehicle. By doing this major repair in house, Fleets staff saved the Village approximately \$5,000 and was able to extend its life even further.

Fleets also continued to recycle engine, transmission, as well as hydraulic oil. Approximately 1,000 gallons of used fluids were sold to a licensed recycler in 2015. Through the initiative of the Village's Green Team, Fleets also continued to accept and recycle used Christmas lights.

ENGINEERING DIVISION

The Engineering Division ensures that the Village upholds all Local, State and Federal mandates, including storm water management compliance, and erosion control inspections on active construction sites. In 2015, the Division reviewed over 150 permit applications including engineering drawings and storm water reports.

The Division provided contract supervision and construction observation for large road projects, including approximately \$1 million on road reconstruction of Pleasant Avenue and Darlene Lane, together with new LED energy efficiency street lights on Lynn Court. This project involved expansion of the parkway at the intersection of Darlene Lane and Pleasant Avenue for increased safety. A Community Development Block Grant (CDBG) contributed 40% of the funding from DuPage County.

Another large road project that was successfully completed last year was the Village's 2015 Motor Fuel Tax (MFT) Road Program. Approximately \$900,000 was spent to reconstruct Barclay Drive and Altgeld Avenue (between Charles Drive and Larry Lane) as well as a pavement reconstruction of Marilyn Avenue (between Jill Court and Liberty Drive).

Engineering staff also reviewed preliminary changes to the Flood Maps from the Federal Emergency Management Agency (FEMA), which were requested by DuPage County, in various locations in the Village. The Village's recommendations are still under consideration by the Illinois State Water Survey.

As was required by FEMA, a Request for Qualification was prepared by Engineering Division staff to select the design engineer for the North Avenue Flood Alleviation Project. Christopher B. Burke, Ltd. was successful in their application, and is working on finalizing the design and permitting in early summer 2016, for this key project for the Village which will relieve flooding in and around the North Avenue and James Court corridor.

Towards the end of 2015, Engineering staff submitted three Disaster Recovery CDBG applications for DuPage County's consideration. These grants are to relieve flooding in and around North Avenue, and although no decision has yet been made, the Village is hopeful it will be successful.

Finally, the Village secured CDBG funding in the amount of \$400,000 towards the reconstruction of Fullerton Avenue between Glen Ellyn Road and Liberty Lane. This project is scheduled to be constructed in the summer of 2016.

POLICE PROTECTION

The Police Department employs a combined staff of 91 personnel, including 53 sworn police officers, 5 part-time officers, 5 community service officers, telecommunicators, records clerks and crossing guards. The Department also enjoys a strong volunteer pool of 18 individuals who are members of the Emergency Services and Disaster Agency (ESDA).

The Village is very proud that its Police Department continues to maintain the Commission on the Accreditation of Law Enforcement Agencies (CALEA) Accreditation that it received initially in 2008 and has been re-accredited twice. The Police Department is one of only 780 law enforcement agencies, or 3% of all law enforcement agencies, accredited across the nation, and 51 of those in the State of Illinois. CALEA standards are rigorous and ensure the Department is following the best practices in law enforcement. Accreditation assures the Police Department is accountable to the residents it serves. Part of the CALEA standards require the Police Department to review each incident in which force is used ensuring that our officers are using the force appropriate for the situation and is within legal parameters for using such force. CALEA standards also ensure that citizen complaints are investigated thoroughly and in a timely manner.

COMMUNITY INVOLVEMENT

The Police Department is dedicated to improving its relationship with the community. In 2015, the Police Department participated in many events to strengthen its partnership with its residents, and organized and participated in many events for children and adults.

For over 25 years, the Police Department has held week long classes at Safety Town for children 5-7 years of age. The classes are held over the summer and taught by officers from the Police Department as well as representatives from the Railroad Operation Life Saver, Glenside Fire Protection District, First Student Bus Company and AMITA Health Adventist Medical Center, GlenOaks. For children in 5th through 8th grade, the Police Department hosted the 10th annual Junior Police Academy. The participants experienced various aspects of police work from the initial testing process to evidence processing, traffic stops and officer safety skills.

The Police Department held its 18th Citizen's Police Academy. The 11 participants experienced hands-on police training including crime scene investigation, situational use of force (Shoot/Don't Shoot), first aid and firearms safety. Residents participated in this free, 11-week program that met every Tuesday from 6:00 pm to 9:00 pm. A dinner and graduation ceremony was held at the completion of the program.



The Department's state certified School Resource Officers (SRO) spent the school year teaching Drug Abuse Resistance Education (D.A.R.E.) classes to the 5th grade students and addressing school related concerns. Through a cooperative agreement between the schools and the Police Department, one officer rotates between the schools that teach kindergarten through 8th grade, and a second officer rotates between the Glenbard District 87 schools that children from Glendale Heights attend. In addition to teaching classes and attending extracurricular activities, they also investigate police related incidents at the schools reported by students and staff.

The Police Department also strives to keep residents informed of important crime prevention tips by sponsoring a Neighborhood Watch Program. In 2015, monthly newsletters were disseminated to the Neighborhood Watch members, and monthly meetings were held at the Police Department. On the 4th Wednesday of each month residents were able to express their concerns, and were also presented information on various crimes that occurred during the previous month. Various presentations were conducted throughout the year such as a speaker from the Attorney General's Community Outreach Unit who spoke about scams affecting the state and community.

Smart 911 is an additional program in which the public can directly add information about themselves and their homes via the Internet to the 911 emergency telephone system. The Police Department also maintains a system which allows mass notification to residents to inform them of emergencies or other matters of concern by telephone, email or text. The system can accomplish a Village-wide notification or can be tailored to specific areas, depending on the incident. This system is also used by the Police Department's Community Outreach Specialist in partnership with the Senior Services Manager for the Center for Senior Citizens, to do well-

being checks on our senior citizen population during extreme weather conditions. Registration is available on the Village website.

The Police Department also sponsored the Village's 18th annual National Night Out. The event was held at the GH₂O Aquatic Center and residents were offered free food and swimming. National Night Out is held to heighten crime and drug prevention awareness and strengthen the police and community partnership. Many other groups assisted in the celebration including Bimbo Bakery, Glenside and Bloomingdale Fire Protection Districts, Glenside Public Library District, the Glendale Heights Parks and Recreation Department, Glendale Lakes Golf Club, the Glendale Heights Youth Commission, the Junior Woman's Club, Target and AMITA Health Adventist Medical Center, GlenOaks.

To promote safety awareness, the Police Department conducted seat belt safety checks in school zones, and also aggressively enforced the hands free cell phone law.

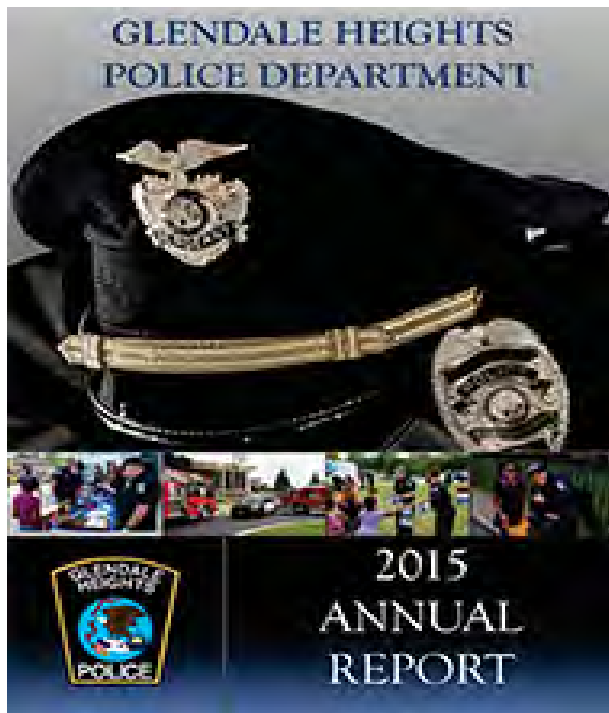
The prescription medication drop-off box, located in the main lobby of Village Hall, continues to be very useful. The drug drop box is available for residents to properly dispose of controlled and non-controlled pharmaceuticals.

Members of the Police Department continue to be strong supporters of the Illinois Special Olympics, raising thousands of dollars for the athletes. Additionally, officers joined members of the Glenside and Bloomingdale Fire Protection Districts for the 3rd annual Don Darby Classic-Bravest vs. Finest Charity Basketball Game. The fundraiser was started in memory of K-9 Officer Don Darby and raises money for local charities.

"PREPARATION IS THE KEY TO SUCCESS"

The Police Department and its Emergency Services and Disaster Agency (ESDA) conducted intruder drills with all schools in the Village last year. The Village also entered into an agreement with the Milton Township Community Emergency Response Team (CERT) to help train new Glendale Heights CERT members and provide continuing training for current members. Joining forces with Milton Township CERT allows the Village to tap into their vast volunteer pool of over 1,000 CERT members in the event of an emergency.

2015 CRIME STATISTICS



The Police Department responded to 750 fewer calls for service in 2015 as compared to 2014, which is a 4% decrease. Preliminary review indicates the number of Part 1 crimes increased slightly with 79 additional crimes. The majority of this increase was a result of more thefts, retail thefts and burglary to vehicles. Part 1 crimes account for less than 4% of the 17,096 calls for police service in 2015. Part 2 offenses, which are less serious but equally important, decreased by 8% from the previous year. Preliminary numbers also show that traffic crashes in the Village decreased slightly from 2014 levels. Injury crashes increased slightly; however, there has not been a fatal accident in Glendale Heights since 2011.

The Police Department continues to share information with residents regarding crime trends. Timely information on crimes with area neighborhoods can be obtained by visiting the Village website and clicking on Crime Reports. Residents are also invited to attend the monthly Neighborhood Watch Meetings scheduled on the 4th Wednesday of each month at 7:30 pm at Village Hall. Also, the Police Department publishes an annual report in March of each year with a more accurate breakdown of the previous year's activity.

COMMUNITY RESOURCES

Elementary education is primarily provided by Marquardt School District 15 and Queen Bee School District 16. There is also one parochial school, St. Matthew's School, that serves the Village. Secondary education is provided by DuPage High School District 87.

The Village is served by the Glenside Public Library District. The Library operates a central facility that serves a population of over 34,000 residents in Glendale Heights and Glen Ellyn Countryside.

Fire protection and ambulance services are provided by the Glenside Fire Protection District, Bloomingdale Fire Protection District, and Carol Stream Fire Protection District, all of which are separate units of government.

LOCATION

The Village of Glendale Heights is located approximately 40 miles northwest of the City of Chicago, in DuPage County. One of Glendale Heights' key assets is its location on the regional highway network. The Village is easily accessible via Interstate 290 (Eisenhower Expressway), located less than two miles to the north and east of the Village, and Interstate 355 (North-South Toll Way), located less than one mile to the east of the Village. State Route 64 (North Avenue) crosses the southern section of the Village and State Route 20 (Lake Street) is located just to the north of the Village. O'Hare International Airport is approximately 15 miles northeast of the Village. The Village has nine business parks totaling 465 acres predominately located along the Chicago Central and Pacific Railroad corridor. The total incorporated land area is approximately six (6) square miles, with a total of twenty-two (22) parks that make up the total of three hundred and two (302) acres of zoned parks or forest preserves.



CLIMATE

Average Annual Rainfall: 36.00 inches

Average Annual Snowfall: 38.00 inches

Average Temperature (in degrees Fahrenheit):

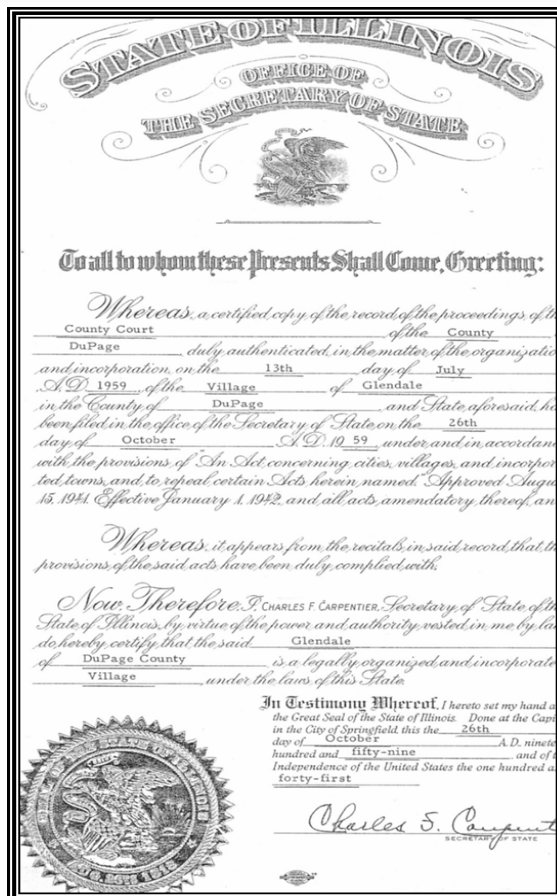
High/Low

January	29.4/12.4
February	34.0/16.6
March	45.3/26.2
April	59.5/37.0
May	71.0/47.0
June	80.9/56.9
July	84.7/61.6
August	83.0/60.2
September	75.7/52.1
October	63.7/40.7
November	47.5/29.8
December	34.2/18.4



HISTORY

Until 1958 the area that is now Glendale Heights was largely rural with the exception of small pockets of subdivisions, on the east side of Bloomingdale Road, north of North Avenue, Glen Ellyn Countryside had been subdivided in 1951. During 1958, Midland Enterprises, operated by Charles and Harold Reskin, bought two farms on Glen Ellyn Road, north of North Avenue. The first houses were built that year on Glen Ellyn Road and Larry Lane near Fullerton Avenue.

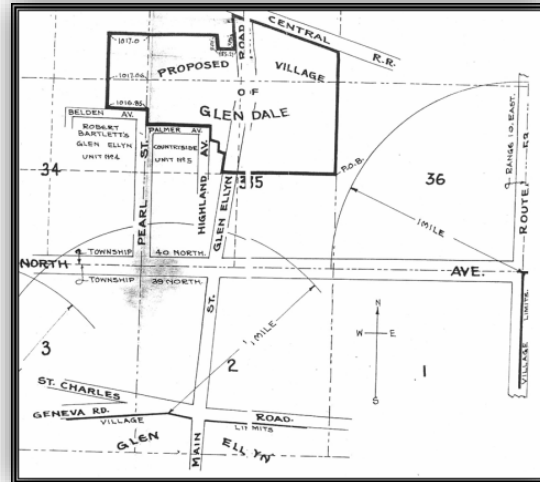


By early summer of 1959 with a population of 104, a petition to incorporate was circulated and filed on June 16, 1959. On July 13, 1959 the court declared the Village organized and the first election was held on August 2, 1959. The first meeting of the Village board was September 1, 1959 at the home of the newly elected Village President Anthony Larry. Though incorporated as Glendale, the name was changed to Glendale Heights in March 1960 because of a conflict with another Glendale in southern Illinois. The name chosen as "Glendale" is appropriate, as it reflects a close geographic identity with two neighbors, Glen Ellyn to the south and Bloomingdale to the north. "Heights" describes the unique topography of the Village as it rests on two distinct elevations with a 100-foot variation.

Today, Glendale Heights is a mature residential suburban community. Over the years, the Village has experienced welcomed and significant growth, both in population and

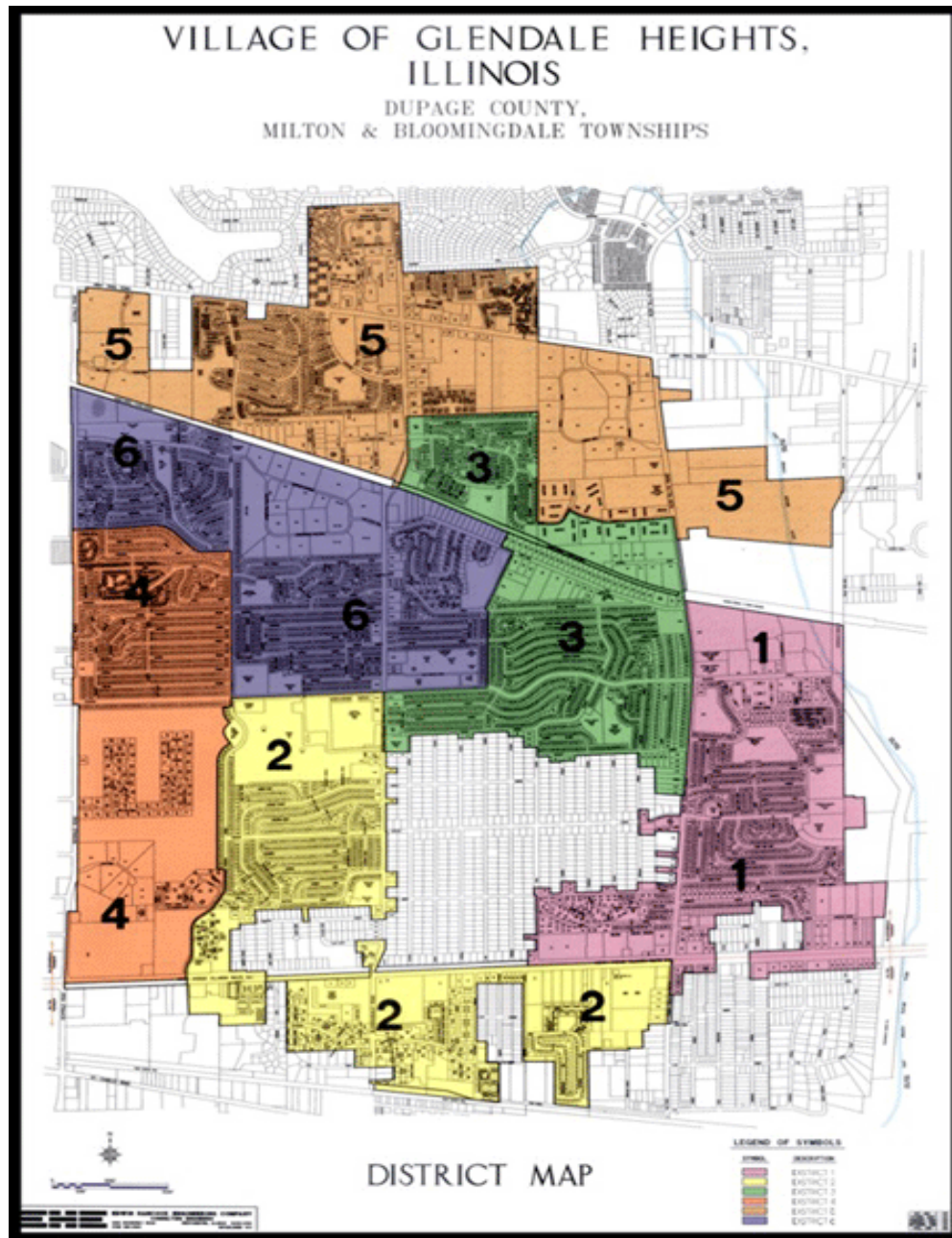
within the business community. Its landscape is dotted with ranch homes, split levels, apartments, condominiums, shopping centers, churches, industrial business parks, beautiful

The Village has seen continuous investment and reinvestment in the community with shopping centers being upgraded and repurposed, including the addition of Menards, Valli Produce, Bucky's, Shell and Art Van Furniture, reconstruction of LA Fitness and the development of several outlots in front of existing shopping centers to maximize retail potential. The modern business and industrial parks offer opportunities for a variety of business tenants and the Village is proud of its ongoing partnership with AMITA Health Adventist Medical Center GlenOaks, which has continued to upgrade its facilities to provide cutting edge care to its patients. The Village has an aggressive road repair program and makes ongoing improvements to the Village owned park system and Glendale Lakes Golf Club. With the consistent public and private investment over the years, the Village of Glendale Heights remains an attractive and vibrant community.



Fiscal Year 2016/2017

DISTRICT MAP



President: Linda Jackson, at-Large

District 1: Trustee Bill Schmidt

District 2: Trustee, Deputy Mayor Sharon Fonte/Sullivan

District 3: Trustee Michael Light

District 4: Trustee Pat Maritato

District 5: Trustee Chester Pojack

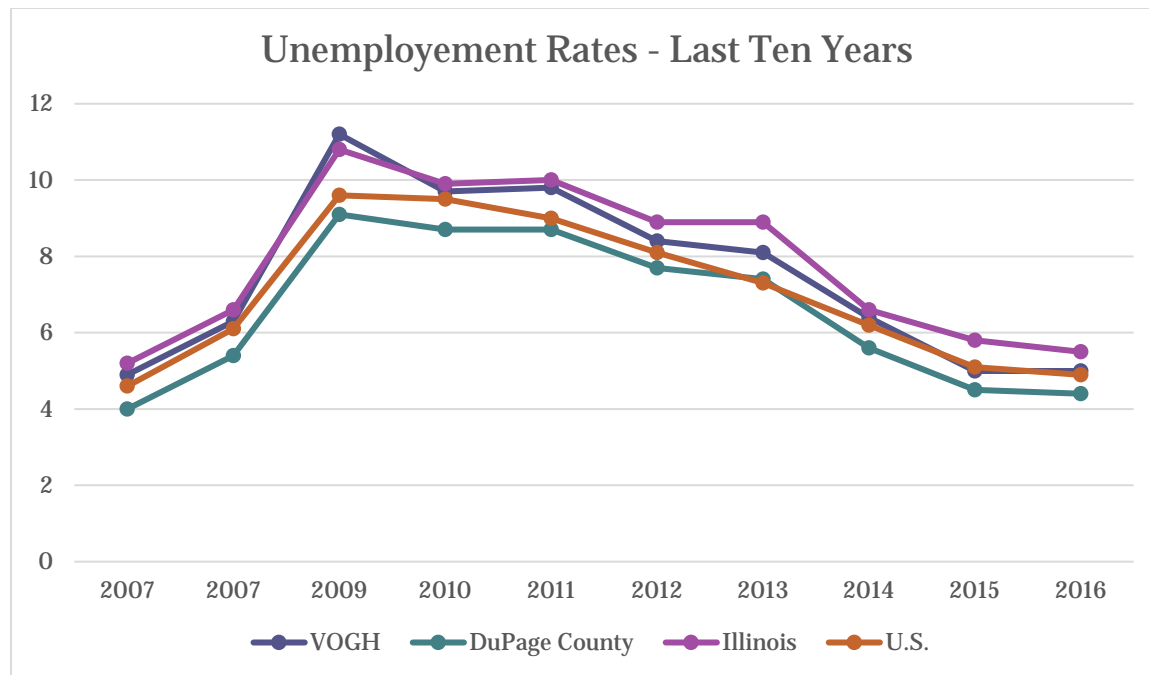
District 6: Trustee Mary Schroeder

VILLAGE PROFILE AT A GLANCE

DEMOGRAPHIC	2000		2010		PERCENT CHANGE
	NUMBER	PERCENT OF TOTAL	NUMBER	PERCENT OF TOTAL	
POPULATION	31,765	100.0%	34,208	100.0%	7.69%
AGE:					
Under 5 Years	2,528	8.0%	2,646	7.7%	4.67%
5 to 19 Years	7,009	22.1%	7,396	21.6%	5.52%
20 to 34 Years	9,023	28.4%	8,777	25.7%	-2.73%
35 to 64 Years	11,621	36.6%	12,912	37.7%	11.11%
65+ Years	1,584	5.0%	2,477	7.2%	56.38%
Median Age	32.80		32.00		-2%
GENDER					
Male	16,210	51.0%	17,407	50.9%	7.38%
Female	15,555	49.0%	16,801	49.1%	8.01%
RACE					
White alone	20,263	63.8%	17,953	52.5%	-11.40%
Black or African American alone	1,537	4.8%	2,005	5.9%	30.45%
American Indian and Alaskan native alone	95	0.3%	206	0.6%	116.84%
Asian alone	6,345	20.0%	7,575	22.1%	19.39%
Native Hawaiian or Other Pacific native alone	25	0.1%	24	0.1%	-4.00%
Some other race alone	2,576	8.1%	5,271	15.4%	104.62%
2 or more races	924	2.9%	1,174	3.4%	27.06%
HISPANIC ORIGIN					
Persons of Hispanic or Latino Origin	5,842	18.4%	10,512	30.7%	79.94%
Persons Not of Hispanic or Latino Origin	25,923	81.6%	23,696	69.3%	-8.59%
INCOME LEVEL OF RESIDENTS					
Median Family Income	56,285		68,183		21.14%
Per Capita Income	21,911		36,307		65.70%
Unemployment Percentage	3.30%		10.20%		209.09%
EDUCATION					
Level in years of formal schooling	14.60		14.70		0.68%
School Enrollment	13,729		14,146		3.04%
HOUSING CHARACTERISTICS:					
Total Housing Units	11,296	100.0%	11,864	100.0%	5.03%
Occupied	10,980	97.2%	11,257	94.9%	2.52%
Vacant	316	2.8%	607	5.1%	92.09%
Owner Occupied	7,756	68.7%	7,605	64.1%	-1.95%
Renter Occupied	3,224	28.5%	3,652	30.8%	13.28%
PROPERTY TAXES:					
Assessed Value	494,206,178		865,053,328		75.04%
Share of Total Tax Rate Levied by Village:	4.70		4.30		-8.51%
Total Tax Rate	0.9361		0.8637		-7.73%

SOURCE: US Census Bureau, 2000 Census and 2010 Census

COMMUNITY ECONOMIC PROFILE



Over 18,341 people are employed by the more than 484 businesses operating in Glendale Heights. The employees are drawn from a pool of 2.8 million workers who reside within a 60-minute commute of the Village. As the nation continues to experience high unemployment rates, with the State of Illinois amongst the highest, the Village mimics the same trend. However, at the end of 2014, the Village was just above the unemployment rate for the State of Illinois. As the United States and local economies continue to show small signs of improvement, the unemployment rate has also been showing signs of a healthier economy. The unemployment rates dropped on average 0.20% points between 2015 and 2016 in the United States, DuPage County, Illinois and Glendale Heights respectively.

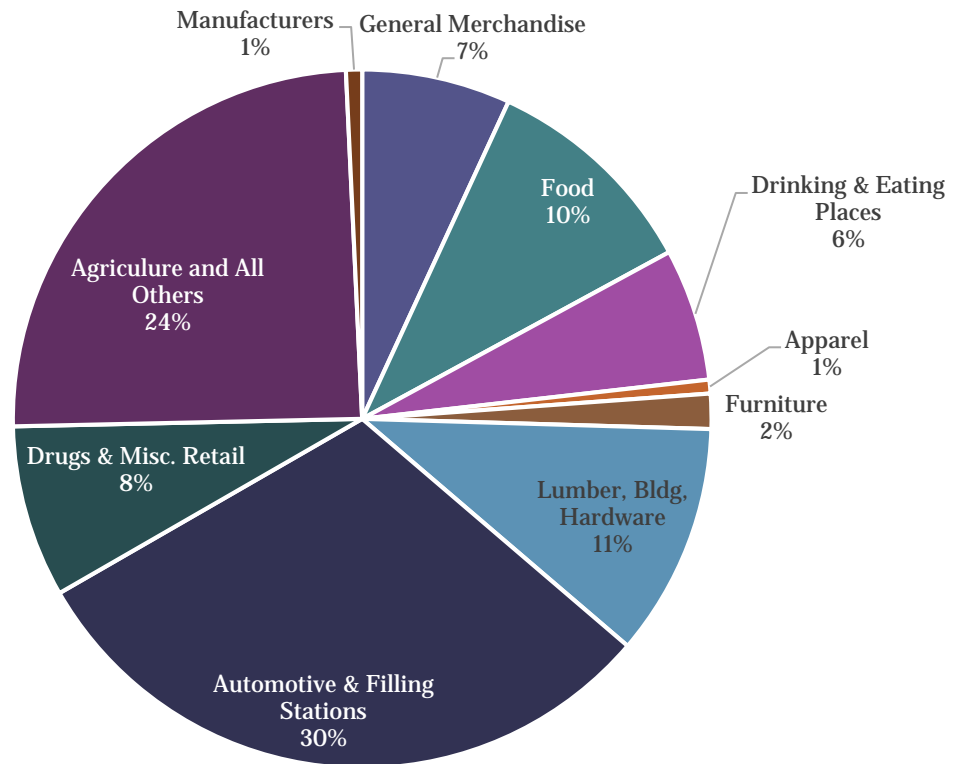
One of Glendale Heights' key assets is its location on the regional highway network. The Village's industrial and commercial districts are the foundation of its fiscal health because State shared sales tax revenue is one of the Village's largest sources of revenue. Businesses located throughout the community include a wide variety of food stores, restaurants, merchandise, and professional services for residents, as well as neighbors in nearby towns. There is over one million square feet of retail space located primarily in twenty-one shopping centers in the Village, plus some large stand alone retailers such as Target, Home Depot, Menards, and three large automobile dealerships.

The Village continues to face the challenges of the high number of foreclosures that has impacted several localities in Illinois. There has been a shift this year as banks are beginning to take more responsibility for properties, although it is still extremely difficult to address code violations for houses that are in the foreclosure process. The Community Development Department aggressively pursues code violations on vacant and foreclosed properties, and stays current with new laws and regulations that may help address issues more quickly.

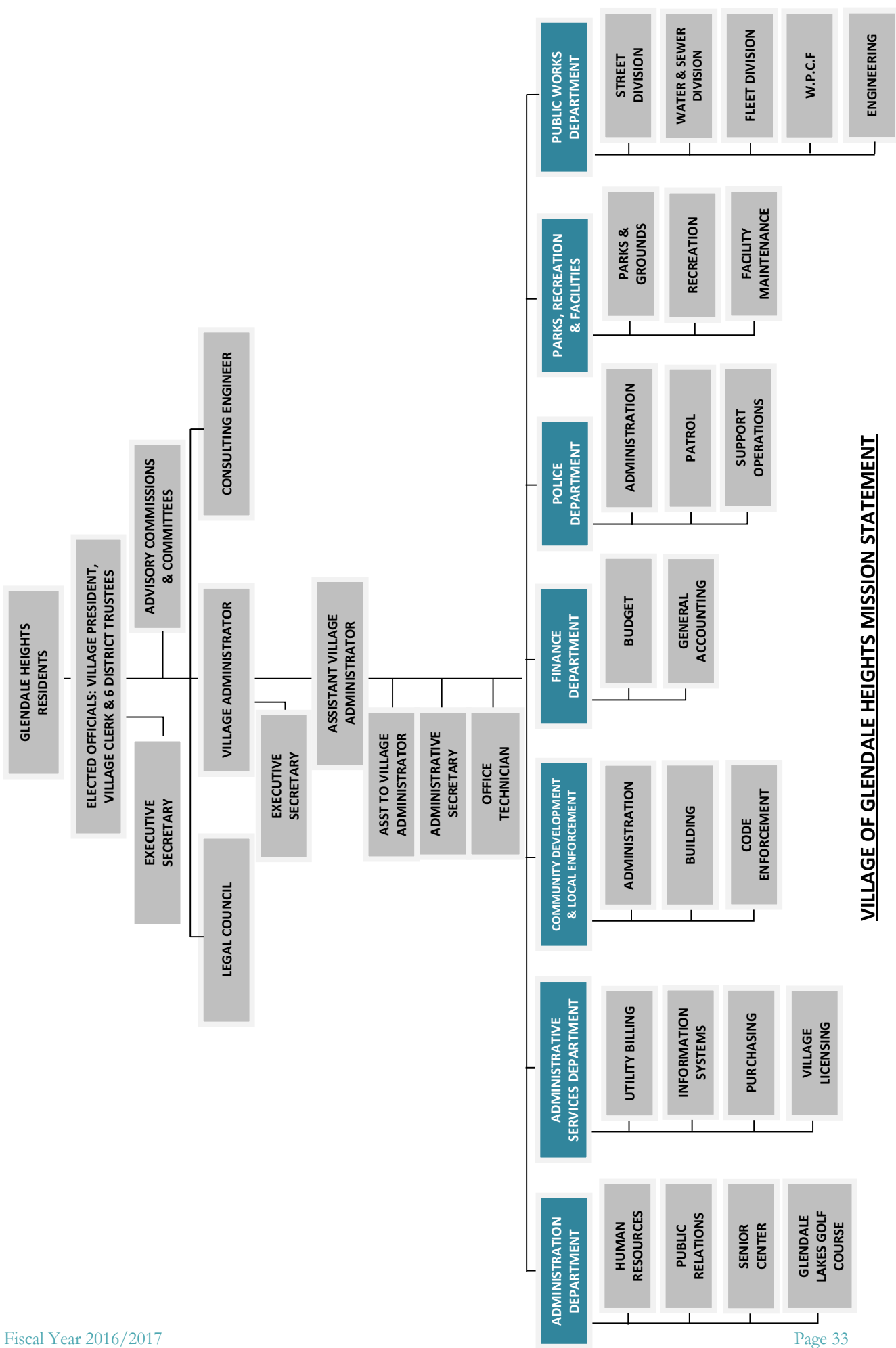
It is essential for the Village to be interactive with local businesses, both existing and potential, in order to remain an exceptional place to live for residents. It is also important because a large portion of the Village's revenue stream is derived from taxes. These taxes are crucial to the Village's operating budget in order to provide exceptional services to residents. The following chart reflects the current tax rates of those doing business within the Village.

VILLAGE OF GLENDALE HEIGHTS TAX RATES		
Retail, Sales Tax: DuPage County	State	6.25%
	County Water Commission Tax	0.25%
	Home Rule Sales Tax	1.00%
	Regional Transportation Authority	0.75%
	Total	8.25%
Food & Beverage Tax:		
		1.00%
Amusement Tax (if a cover charge) :		10.00%
Amusement Tax (if no cover charge) :		1.00%
Hotel and Motel Tax:		5.00%
Automobile Renting Tax:		1.00%
Electric Utility Tax:		4.00%
Telecommunications Utility Tax:		6.00%
Natural Gas Utility Tax:		5.00%
Municipal Natural Gas Use Tax: (per therm)		\$ 0.05
Real Estate Transfer Tax (per \$1,000 selling price)		\$ 3.00
Motor Fuel Tax: (per gallon)		\$ 0.04

Percentage of Sales Tax Revenues By Type



FY 2016 / 2017 VILLAGE OF GLENDALE HEIGHTS MUNICIPAL ORGANIZATION STRUCTURE



VILLAGE OF GLENDALE HEIGHTS MISSION STATEMENT

The Village of Glendale Heights strives to improve the quality of life for all its residents and commits to serve, protect and provide a high standard of services and programs through the cooperative efforts of its residents, businesses, employees and elected officials.

THE BUDGET PROCESS

The Village operates under an annual budget spanning one fiscal year, May 1st through April 30th. This document contains the Annual Operating and Capital Budget for the fiscal year 2016/17. The budget is a policy document that requires action and adoption by the Village Board.

The budget process for the Village of Glendale Heights involves its citizens, the Village President, Trustees, Village Administrator, members of the Executive Staff, supervisors and many others throughout the organization. Each person plays a critical role in the development of the budget for the upcoming year. Although much of the time and effort in preparing the budget takes place during the months of January through April, the development, implementation, monitoring and review of the Village's budget is part of a comprehensive process that occurs throughout the entire year.

The goal each year of the Executive Staff is to present a balanced budget to the Village Board for review and adoption. A balanced budget is a budget in which revenues meet or exceed expenditures and cash reserves or fund balance is not considered a revenue source. The Village has made some strategic drawdown of cash reserves or fund balance for fulfilling level debt service commitments made in conjunction with bonded debt incurred in 2009 and 2010.

The Village's annual budget is prepared on a May 1 through April 30 fiscal year basis. During the first 5-6 months of the fiscal year, the Finance Department initiates a process of monitoring the Village's revenues and expenditures and discussing and identifying any significant variances with each Department. The Village's current budgetary control is established at the Department/Division level and a budget is adopted for every fund. Total expenditures may not exceed the total amount appropriated for each fund unless a budget amendment is approved by the Village Board.

BUDGET PREPARATION

Preparation of the annual budget typically begins in January. The Finance Director provides each department with budget worksheets, an economic outlook, preliminary budget estimates and specific directives for developing their budgets. Each department then prepares a budget for each segment under that department's scope of responsibility. Budgets are required to be completed and entered into the Village's budget system by the end of February.

The preliminary request budget is prepared by the Finance Department for review by Village Administration and all members of the Executive Staff. Included in the request budget are revenue projections for each Fund which are used for controlling requested expenditures. It is the goal of the Village Administrator and Executive Staff to present a balanced recommended budget to the Village Board. Any new programs or modification requests (expenditures not previously included in the current fiscal year budget) submitted by each department are discussed with the Village Administrator and Executive Staff. If approved, those modification

requests are added to the requested budget. In addition, the Village Administrator may hold individual meetings with Department Heads and additional changes may be made to the requested budget based on available financial resources. A recommended budget is then prepared, incorporating all of the above changes, and sent to all members of the Village Board, Executive Staff, and other key persons. A Special Village Board meeting is then conducted to review and discuss the recommended budget and discuss any budgetary issues. This meeting is open to the Public. A formal Public Hearing on the Appropriations Ordinance is held once the recommended budget has been accepted by the Village Board.

AMENDING THE BUDGET

If necessary, the annual budget may be amended by Department Heads during the year through the use of Budget Transfer Requests, which allow for funds to be re-directed within certain parameters. Budget transfers within a Department/Division are authorized by the Village Administrator. Also, the annual budget may be amended formally by the Village Board during the year; usually after six months. Revenues or expenditures may be increased or decreased for a particular fund. These budget amendments are usually necessary if anticipated expenditures are predicted to exceed the total amount budgeted at the fund level due to changing priorities or unexpected occurrences.

THE BUDGET PROCESS

CALENDAR OF EVENTS



FUND STRUCTURE

The Village uses funds to report its current financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other state and local Governments, uses fund accounting to demonstrate compliance with finance-related legal requirements. All of the funds of the Village can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

GOVERNMENTAL FUNDS

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 capital assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The General Fund is used to account for all activities of the general government not accounted for in another fund. Governmental funds focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. The Village maintains 36 individual governmental funds.

PROPRIETARY FUNDS

Proprietary funds are used to account for activities similar to those found in the private sector, where determination of net income is necessary or useful for sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds). The Village uses enterprise funds to account for its water and sewer system and the Glendale Lakes Golf Course fiscal operations. The internal service funds are used to account for the costs of property and casualty insurance, and workers' compensation insurance.

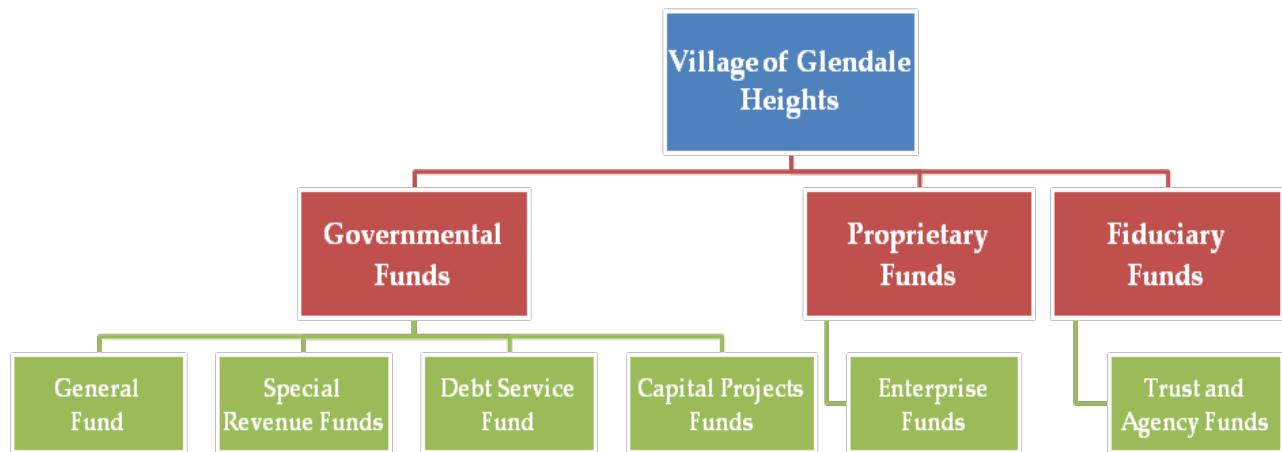
FIDUCIARY FUNDS

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. The Village maintains two different types of fiduciary funds: pension trust funds and agency funds. Agency funds are generally used to account for assets that the Village holds in a fiduciary capacity or on behalf of others as their agent. Since agency funds do not include any revenue or expense accounts, although reported within the Village's annual financial report, they are not included within this document.

BUDGETING BASIS

The Village budgets for governmental funds based on the modified accrual basis of accounting. Under this method, revenues (income) are recognized in the period they become measurable and available to finance expenditures of the period and expenditures (expenses) are recorded with incurred with the exception of principal and interest on long term debt, which are recorded when due. The budgets for all proprietary funds, which include Enterprise Funds and Internal Service Funds, are prepared using the accrual basis of accounting, with exceptions listed below. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

PRIMARY GOVERNMENT



GOVERNMENTAL FUNDS

GENERAL FUND

The General Fund accounts for resources traditionally associated with the Village's operations which are not required legally or by sound financial management to be accounted for in another Fund. The Village's General Fund is divided into the following functional areas:

LEGISLATIVE

BOARD, CLERK, ADVISORY

Village Board
Village Clerk
Committees & Commissions

ADMINISTRATION

Village Administration
Human Resources
Public Affairs

ADMINISTRATION (continued)

Human and Senior Services
Central Services
Golf Course

POLICE DEPARTMENT

Police Administration
Patrol
Investigations
Support Services
Community Oriented Police

FINANCE DEPARTMENT

COMMUNITY DEVELOPMENT

Community Development Administration
Inspection Services

ADMINISTRATIVE SERVICES

Administrative Services Administration
Information Systems

PUBLIC WORKS

Public Works Administration
Engineering
Streets
Fleet Maintenance

PARKS, GROUNDS AND FACILITIES

Parks and Grounds
Building Maintenance

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

RECREATION FUND

The Village of Glendale Heights Recreation Fund provides for all municipally supported recreation opportunities for the residents of the Village.

The Recreation Fund supports the following Departments and Divisions: Administration, Programming, Preschool, Aquatics, After School/Day Camp, Facilities, Central Services, and Information Systems.

EMERGENCY SERVICES AND DISASTER AGENCY (ESDA) FUND

This program's responsibilities are associated with emergency procedures including planning for emergencies that surpass the normal capabilities of operating departments and coordination of local and outside resources in an emergency such as tornadoes, flooding, power outages and other natural or man-made disasters. Funding is provided by a property tax levy. The unit is comprised of a paid part-time coordinator and volunteer members.

HANDICAP RECREATION FUND

The fund is used to pay the Village's proportional share in the Northeast DuPage Special Recreational Association (NEDSRA). NEDSRA provides recreational programs for those children and adults not able to participate in conventional recreation programs and activities due to physical reasons.

MOTOR FUEL TAX FUND

This fund is established to account for the maintenance, improvement and replacement of the Village's streets and roadways. Financing is provided by the Village's share of state gasoline taxes and other shared taxes. The state law requires these gasoline taxes be used for the maintenance of streets and roadways. The Village of Glendale Heights has established a policy which limits the use of these funds to the purchase of commodities and contractual services to facilitate the Five Year Improvement Program.

INFRASTRUCTURE FUND

This fund is established to account for the maintenance, improvement and replacement of the Village's streets, infrastructure and roadways. Financing is provided by a portion of the Village's share of Home Rule and Road and Bridge taxes. The Village of Glendale Heights has established a policy which limits the use of these funds to the purchase of commodities and contractual services to facilitate the Five Year Improvement Program.

FOUNDERS' DAY FUND

This fund is established to account for revenues and expenditures for the Village's annual summer festival activities. It is coordinated by the Founders' Day Committee. The summer festival activities include five days of celebration to correspond with the Village's anniversary.

PARKS AND RECREATION IMPROVEMENT FUND

This fund is used to account for Developers' contributions and other revenues pledged for future Parks and Recreation Improvement Programs and facilities.

HISTORICAL BUILDING FUND

This fund is established for the purpose of accounting for costs associated with the preservation, repairs, remodel and maintenance of the Village Founders Farmhouse. This house is the historical museum for the Village of Glendale Heights, and is used for displays, public access and viewing. The fund will record and report both revenues and costs.

ARTICLE - 36 SEIZURE FUND

The State of Illinois Laws under Article-36 authorizes and directs the Police Department to seize vehicles and properties determined to be improperly used, in such cases as Driving While Intoxicated, Illegal Drug Use or Distribution or other illegal activities. This Fund is established to record and control activities related to such seizures.

ILLINOIS MUNICIPAL RETIREMENT (I.M.R.F.) FUND

The IMRF Fund is established to maintain segregated accounts for the recording of transactions related to levied and IMRF funds.

TAX INCREMENTAL FINANCING (TIF) DISTRICT FUNDS

The Village currently has five (5) active T.I.F. districts. Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing among other things, incentives to investors.

SPECIAL SERVICE AREA (SSA) FUNDS

Special Service Area's are for the purpose of segregating record keeping and tax levies for industrial areas one (1) thru eight (8). The levies and expenses are associated with the road maintenance cost in the area.

DEBT SERVICE FUND

The Debt Service Fund is established to account for the accumulation of resources for the payment of general long term debts, principal, interest and related costs. Financing is provided by an annual Property Tax Levy and operating transfers from other funds.

CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

VEHICLE REPLACEMENT FUND

The Vehicle Replacement Fund is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of Vehicles by all Village Departments. Revenues in this

fund come from transfers from all departments with vehicles. Expenses in this fund are the actual purchase of vehicles by the Village.

COMPUTER REPLACEMENT FUND

The Computer Replacement Fund is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of hardware and related software by all Village departments. Revenues in this fund come from transfers from all departments with computers. Expenses in this fund are the actual purchase of hardware and software by the Village.

CAPITAL PROJECTS FUND

The Capital Projects Fund was created to account for the cost associated with various capital improvements throughout the Village. It is funded by Grants, operating transfers from other funds, and bond proceeds.

PARKS AND RECREATION EQUIPMENT REPLACEMENT

This program is for the purpose of establishing reserve funds to purchase replacement recreation fitness equipment when the condition of such equipment reaches a condition that warrants replacement.

PROPRIETARY FUNDS

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed in a manner similar to private business enterprises. The intent of the Village Board is that the cost of providing these services is to be financed or recovered through user charges.

ENVIRONMENTAL SERVICES

The Village of Glendale Heights Environmental Services fund was established to account for the provision of Water, Sewer, and Wastewater Treatment Services to the residents and businesses of the Village of Glendale Heights. All activities necessary to provide such services are accounted for in this fund including, but not limited to, Administration, Operations, and Maintenance, Financing and related Debt Service, Billing and Collection.

The Enterprise Services Fund supports the following Departments and Divisions:

Public Works Administration	Information Systems
Water Division	General Business Services:
Sewer Division	Administrator
Water Pollution Control Facility	Human Resources
Water Billing Division	Public Affairs
Fleets	Finance
Facilities	Central Services
Engineering	Administrative Services

GOLF COURSE FUND

The Golf Course fund was established to account for the provision of a public golf course. All activities are accounted for including administration, operations, financing and revenue collections. The Village of Glendale Heights operates an 18-hole municipal golf course, known as Glendale Lakes Golf Club.

The Golf Course Fund supports the following Departments and Divisions: Administration, Pro-Shop, Central Services, Food & Beverage, Grounds Maintenance, Facilities and Charity Classic Event.

FIDUCIARY FUNDS

TRUST AND AGENCY FUNDS

Trust funds are used to account for assets held by the Village in a trustee capacity.

POLICE PENSION FUND

The Police Pension Fund accounts for the accumulation of resources to be used for retirement annuity payments for the participants. Resources are contributed by police employees at a rate fixed by law and by the Village based on an actuarial analysis.

ESCROW AGENCY FUND

Agency funds are generally used to account for assets that the Village holds in a fiduciary capacity or on behalf of others as their agent. Since agency funds do not include any revenue or expense accounts, although reported within the Village's annual financial report, they are not included within this document. This Fund is used to account for Developer or Construction project escrows.

MAJOR FUNDS

Major funds are defined by the Village as those that are greater than or equal to 10% of the total funding for the fiscal year. For the 2015/16 budget year, the major funds are the General Fund and the Water & Sewer Fund.

GENERAL FUND

The General Fund is the general operating fund of the Village. It accounts for all services that are not specifically accounted for in other funds, including police, public works, parks, community development services and general administration activities. The General Fund includes total revenues of \$21,433,791, which makes up 41.9% of the Village's total revenue. Compared to the 2014/15 budget, the General Fund revenue shows a 0.2% increase.

The General Fund expenditure budget, excluding transfers, is \$20,303,094, which is a decrease of 0.96% compared to the 2014/15 budget. If all transfers to debt service and capital project funds are included, the budget reflects a 0.51% decrease of expenditures compared to 2014/15.

ENVIRONMENTAL SERVICES FUND

The Village's Environmental Services Fund is an enterprise fund used to account for revenues and expenses of the Village's water and sanitary sewer system. Total revenue for this fund is \$10,091,634, which makes up 19.72% of the Village's total revenue. If all costs are included, such as transfers and other non-operating expenses, the fund will experience a net decrease in retained earnings of \$1,005,200. This decrease is attributed to planned capital improvements to be completed in FY 2015/16.

	Major Funds		Non-Major Funds		
	Governmental	Proprietary			
Department	General Fund	Environmental Services Fund	Governmental Funds	Proprietary Funds	Fiduciary Funds
Legislative	√				
Administration	√	√	√	√	
Administrative Services	√	√	√	√	
Boards, Clerk, Advisory	√				
Community Development	√	√			
Finance	√	√	√		
Recreation			√	√	
Parks, Grounds, and Facilities	√	√	√	√	
Police	√		√		√
Public Works	√	√	√		

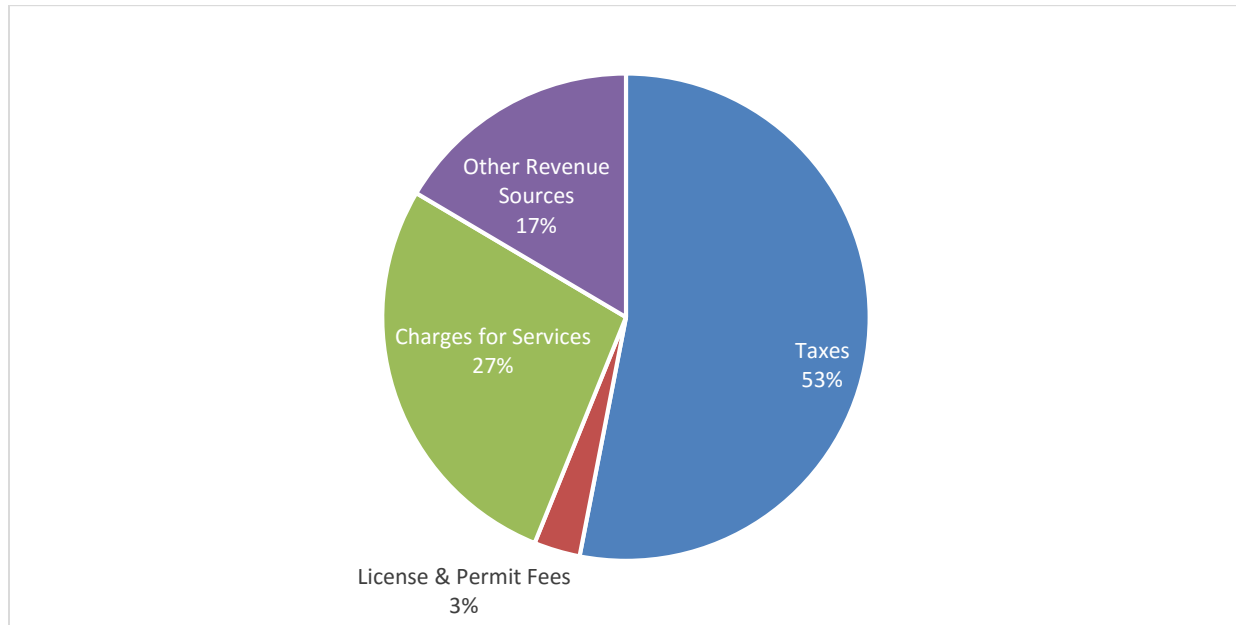
MAJOR REVENUE SOURCES

Major revenue sources are those that comprise more than 87% of the total revenue as adopted in the fiscal year 2016/17 Operating Budget. Although the Village has a diverse revenue stream, the economic recession has negatively impacted overall revenues beginning in early 2008. The Village

began to see some signs of improvement beginning in 2012; and fiscal year 2016 ended on a very strong note financially.

The Village's largest class of revenue for the 2016/17 fiscal year is intergovernmental revenue followed by property tax revenue, utility tax revenue, home rule tax revenue and other tax revenue. It is important to note that major revenues are not always consistent year after year and the graph below only reflects the class of revenue that is considered major in fiscal year 2015/16.

Major Revenue By Class



Footnotes:

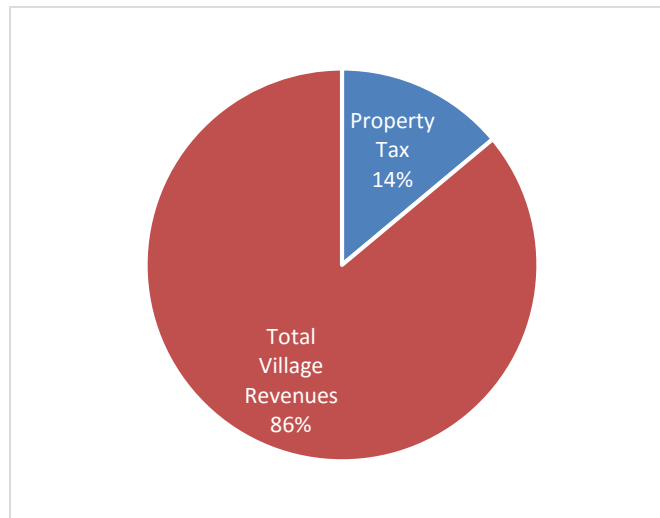
- i. Other Revenue Sources are comprised of fines and forfeitures, investment income and miscellaneous income.

MAJOR REVENUE SOURCES

TAXES - PROPERTY TAX

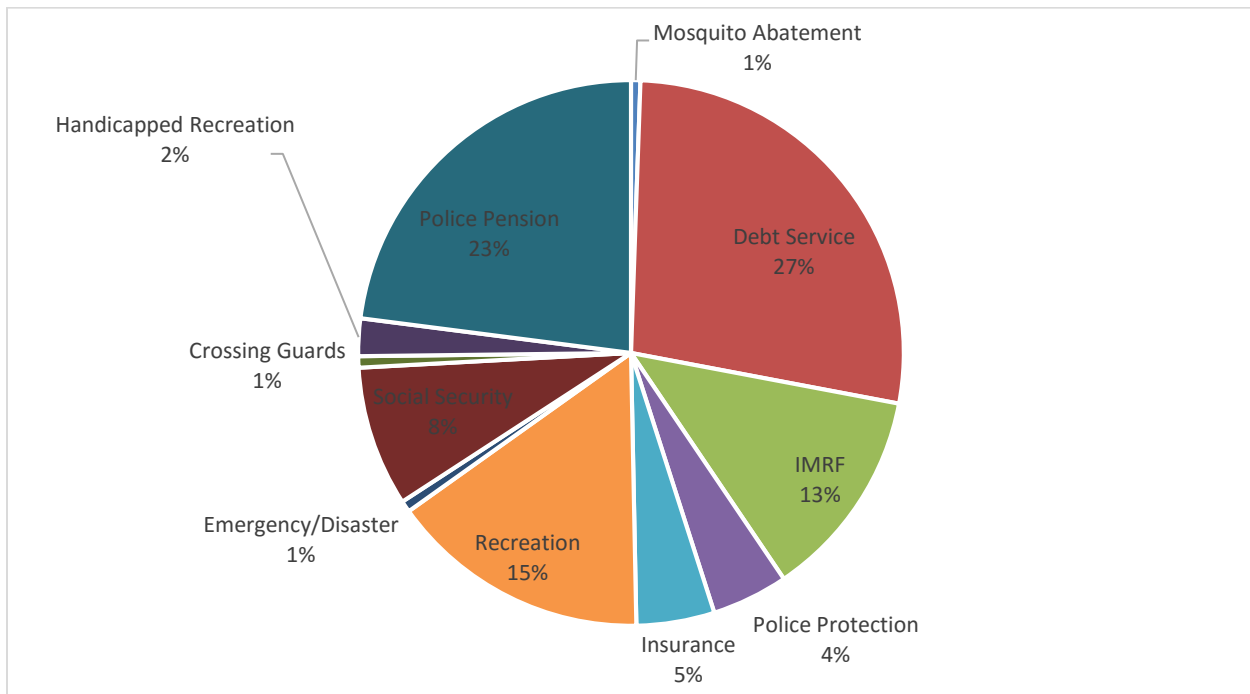
Levy Year	Taxes Levied	Amount Collected
2007	\$7,303,035	\$7,290,282
2008	\$7,601,254	\$7,569,537
2009	\$7,471,466	\$7,455,532
2010	\$7,199,982	\$7,175,845
2011	\$7,026,299	\$6,925,592
2012	\$7,093,993	\$6,844,518
2013	\$7,226,009	\$7,177,867
2014	\$7,649,916	\$7,602,022
2015	\$7,645,469	

Property Tax to Total Village Revenue 2016/17 Budget



Property tax is the Village's second largest revenue source and comprises just over 14% of the total budgeted revenue for 2016/17. Property tax is a value-based tax imposed on real estate property, where the township assessor's offices value residential, commercial and industrial properties. Counties are responsible for collecting payments and remitting the Village's portion throughout the year. The Village levies a property tax for the General

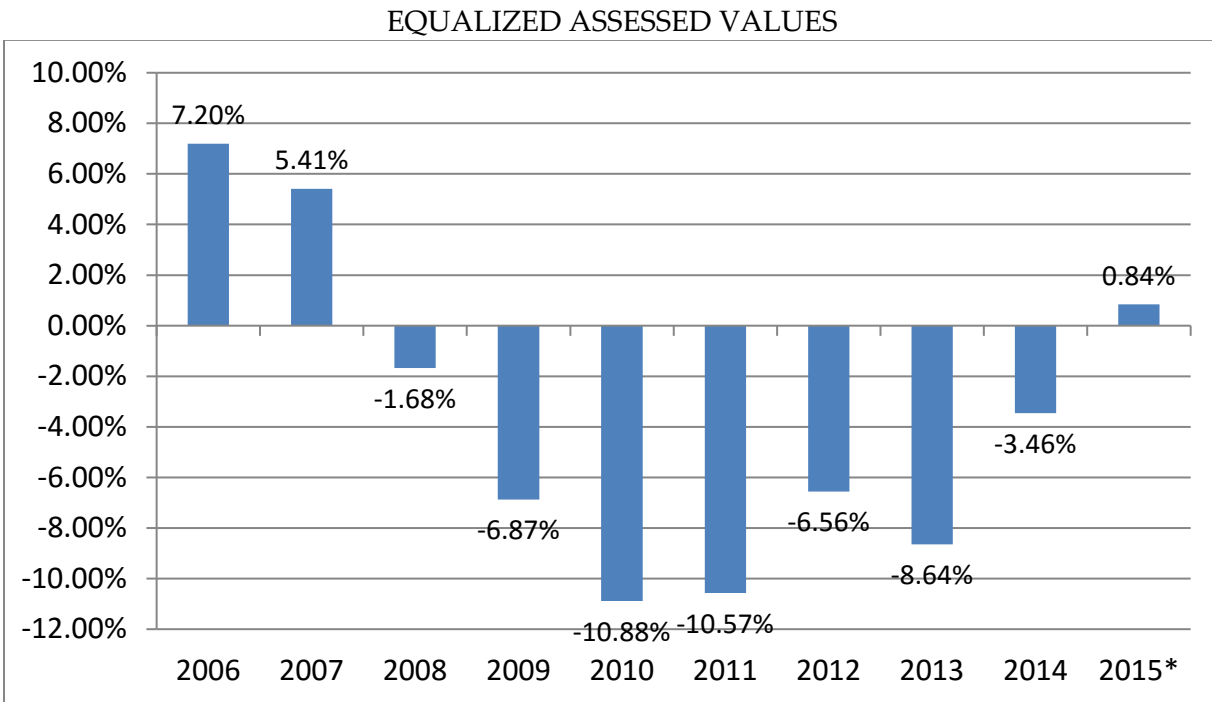
2015 Property Tax Levy Percent (%) Allocation



Fund, Recreation Fund, Emergency Services and Disaster Agency (ESDA) Fund, Handicap Recreation Fund, Illinois Municipal Retirement Fund (IMRF), Special Service Area (SSA) Funds, Tax Incremental Financing (TIF) Funds, Police Pension Fund and Debt Service Fund. Property taxes for 2015, which will be paid in 2016, attach as an enforceable lien on January 1, 2016 on properties assessed as of the same date. Taxes are levied on a calendar year basis by the last Tuesday of December. Tax bills are prepared and mailed by DuPage County on or around the end of April every year. Counties are responsible for collecting property taxes and remitting them periodically to the Village. The Village will receive 2015 property taxes in 2016.

The General Fund levy is determined by first taking into account the expected change in equalized assessed valuation (EAV) of Village property. If the EAV is expected to increase, an increase in the levy can occur without increasing the resulting property tax rate. There are many unknown factors when this process occurs, such as DuPage County's equalization factor and the actual EAV, so projecting an exact property tax rate cannot occur. However, the Village strives for a close estimate. With the economic impact of the housing market crash in the beginning of 2007, the EAV has continued to decline, resulting in a gradual increase in the property tax rate.

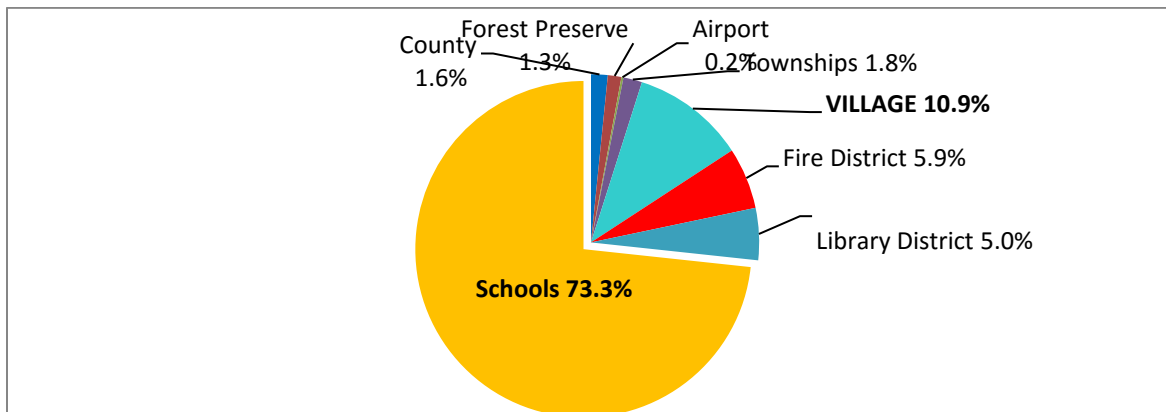
Since 2009, the Village has taken measures to reduce its tax levy, as a way to partially mitigate the increasing tax rate. In the past two years, the tax levy has been increased primarily to restore self insurance fund reserves; however overall, the tax levy remains less 1% higher than was in 2008.



*preliminary.

The Police Pension fund levy is actuarially determined. Other revenues that go toward funding the pension funds then reduce these amounts.

Another part of the property tax levy is for the Village's outstanding debt service. These amounts are all determined based on the amount of principal and interest payments that will be paid during the budget year. When bonds are issued, other revenue sources are sometimes dedicated to pay off the bonds.



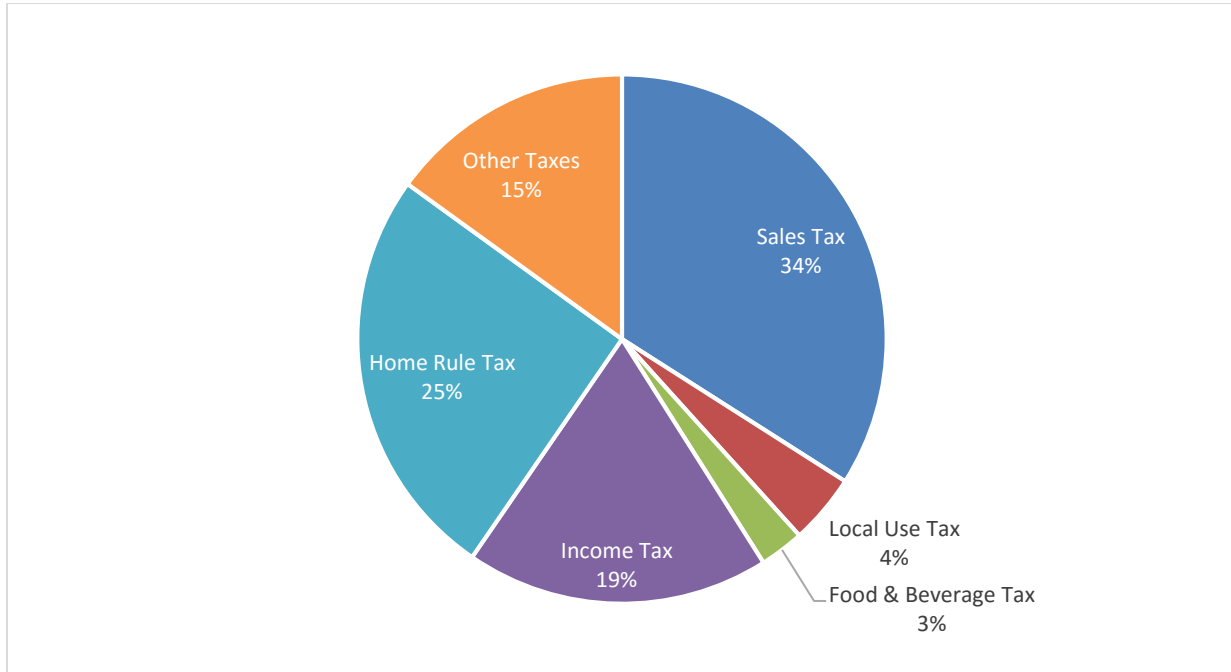
For example, bond issues for the road program are funded in part with Home Rule Sales Tax funds. When there are other revenue sources dedicated to the bond issues, these amounts are abated from the property tax levy and the levy is reduced.

On average, 10.9% of a resident's property tax bill comes to the Village, while the remaining percentage goes to other taxing districts with schools getting the highest percentage. Also, an important distinction of the Village is that there is not a separate park district taxing body; instead the Village operates a recreation department. What this means to residents is that the 10.9% of the property tax bill that comes to the Village includes the levy for recreation. A major advantage to having a recreation department as opposed to a separate park district are the benefits of unified administration, finance, information systems and other support services.

MAJOR REVENUE SOURCES

TAXES - OTHER TAXES

2016/17 Budget



The class of other taxes consists of a variety of revenue sources such as sales tax, home rule sales tax, electric utility tax, telecommunications tax, natural gas tax, food and beverage tax, real estate transfer tax, personal property tax, and the amusement tax. Other taxes represent 33.2% of the total revenues budgeted for fiscal year 2016/17.

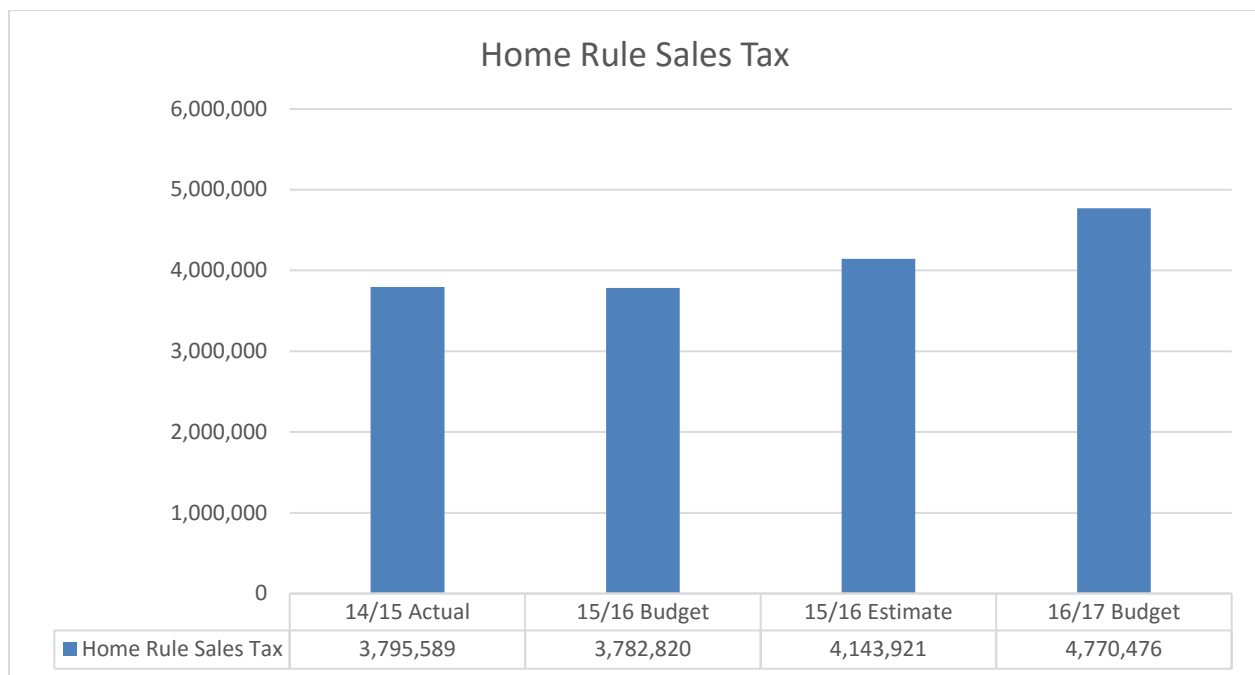
When projecting future revenue, the same approach is taken for this class as with intergovernmental revenue. Significant changes in the economy, such as major growths or downturns, will be reflected in budgeted revenues.

Home Rule Sales Tax:

The largest revenue source within this class is Home Rule Sales Tax, which represents 50.8% of other tax revenue. Since the Village is classified as a home rule municipality, it has the right to impose a sales tax within its jurisdiction, with no maximum rate limit as defined by the State of Illinois. Home rule sales tax is a sales tax imposed on retailers in the Village for the privilege of selling tangible personal property at the rate of 1.0%.

For the 2015/16 budget, the Home Rule Sales Tax revenue is split 50%/50% between the General Fund and the Infrastructure Fund. The Infrastructure Fund portion is strictly limited to funding debt repayments, capital improvements related to streets and other infrastructure uses.

Home Rule Sales Tax Seven (7) Year History



Footnotes:

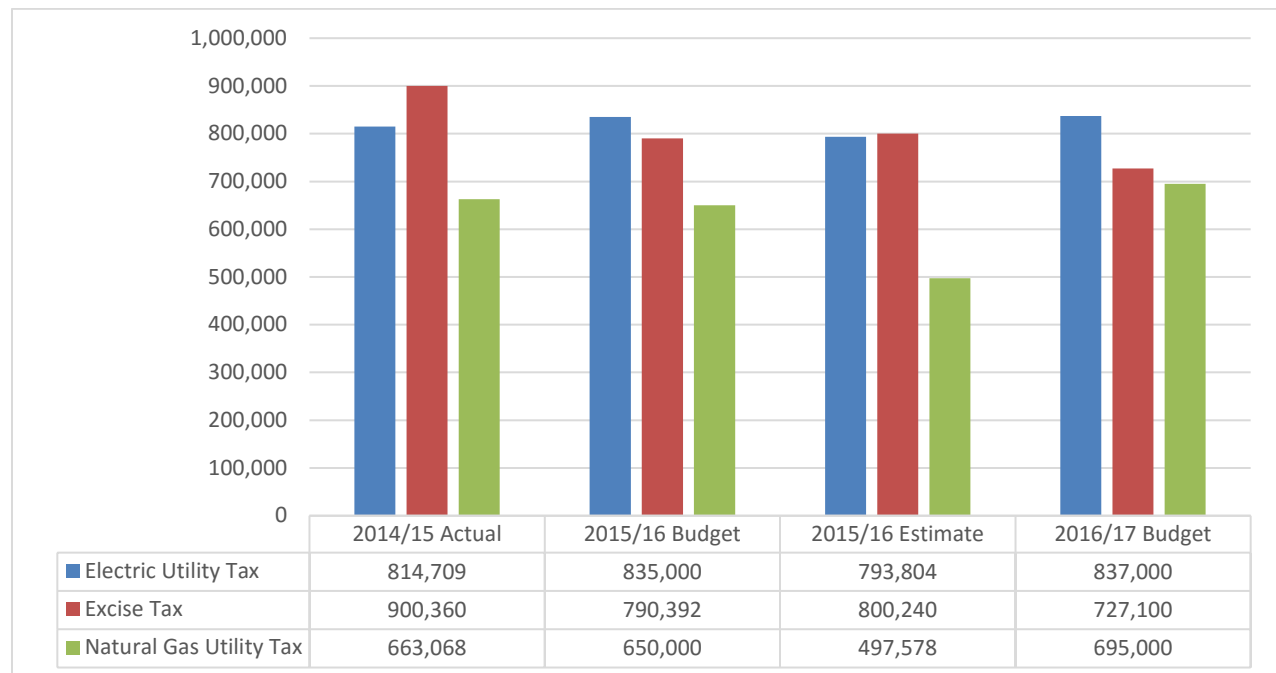
- i. Fiscal Years 2009/10 to 2016/17 are presented on a modified accrual basis.
- ii. Fiscal Year 2015/16 is based off of estimated actual revenues, unaudited.

Utility Taxes:

Utility taxes include the simplified telecommunications tax, natural gas and electric use tax. During Fiscal Year 1999/2000, the Village instituted the utility/use tax on telecommunications, natural gas and electric to reduce the Village's reliance on property tax revenue. The tax rate on electric and natural gas approximates 4-5% respectively. In Fiscal Year 2002/03, the 1% infrastructure Maintenance Fees Tax on telecommunications was combined with the 4.0% telecommunications tax via the new State Simplified Telecommunication Tax for a total of 5.0%. Simplified Telecommunication Tax revenues increased in Fiscal Year 2003/04 due to an approved increase in the Simplified Telecommunications Tax rate. The rate was raised from 5.0% to 6.0% effective January 1, 2003.

The Village partnered with a firm specializing in auditing of utility companies to ensure utility tax revenue is being properly collected and distributed to the Village. To date, the audit has yielded evidence of several dozen miscodings, and hundreds of potential address exceptions from utility companies that are being validated. We are hopeful the results of the audit will confirm all revenues are indeed being properly received, thus supporting the overall goal of the financial stability of the community.

Utility Tax



Footnotes:

- i. Fiscal Years 2009/10 to 2016/17 are presented on a modified accrual basis.
- ii. Fiscal Year 2015/16 is based off of estimated actual revenues, unaudited.

Food & Beverage Tax:

The Village's 1% tax on the purchase of prepared foods and beverages is expected to generate a total of almost \$510,000 in 2016/17. The Food & Beverage Tax was introduced in July of 2010 to bring in additional revenue to supplement the decline in sales tax revenue.

Amusement Tax:

In addition to the amusement tax, the Village began receiving a new amusement tax revenue from the newly constructed off track betting facility that opened in April of 2012. The estimated revenue for FY 2016/17 from the off track betting facility is \$95,000.

MAJOR REVENUE SOURCES CHARGES FOR SERVICES

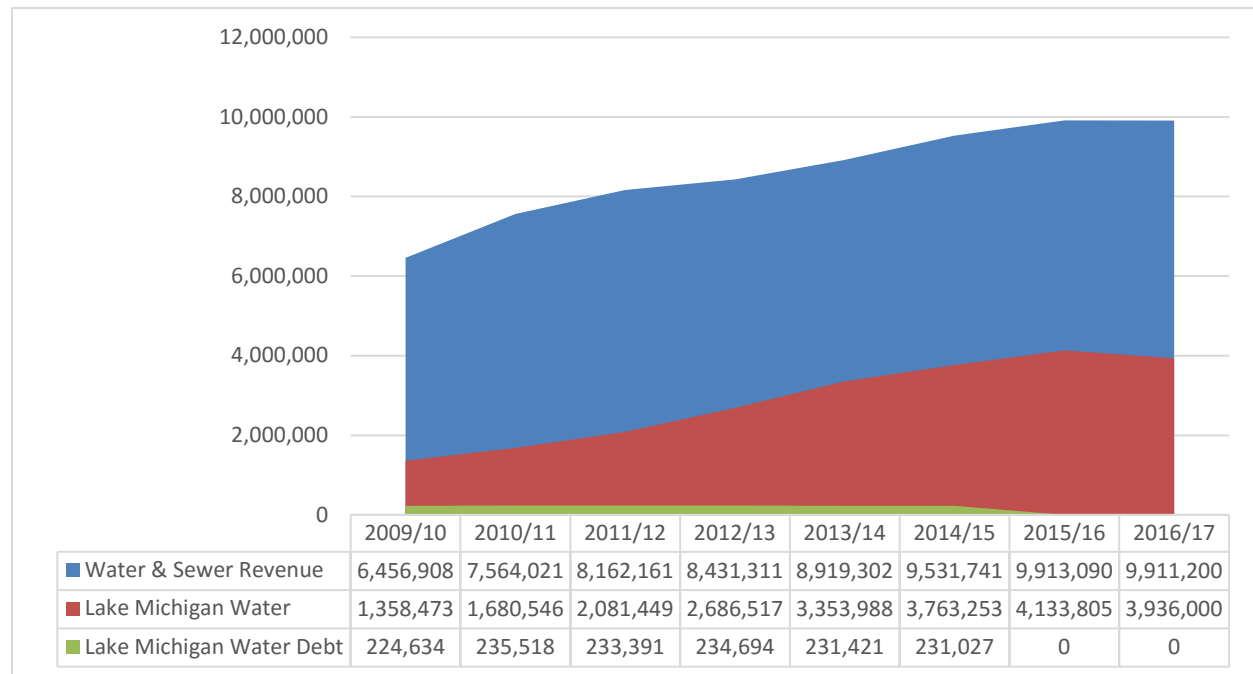
Fiscal Year	Total Budget	Total Revenue Received	% Collected
2009/10	\$10,133,497	\$9,792,522	96.6%
2010/11	\$11,049,802	\$10,879,651	98.5%
2011/12	\$11,784,638	\$11,941,520	101.3%
2012/13	\$12,563,788	\$12,320,261	98.1%
2013/14	\$13,428,713	\$13,109,208	97.6%
2014/15	\$13,389,208	\$13,487,337	100.7%
2015/16	\$13,871,320	\$13,936,570	100.5%
2016/17	\$14,439,713		

Revenue from charges for services, or user fees, is estimated at \$14.44 million for 2016/17, an increase of 4.1% over 2015/16. The more significant user fees are water and sewer charges, golf course revenues, park and recreation services, cable television franchise fees, and water tower rental fees.

Water and Sewer Charges:

A total of \$9.91 million is expected to be generated from water and sewer consumption charges in 2016/17, nearly the same as in the previous year.

Water & Sewer Revenue vs. Cost of Lake Michigan Water



Each year the Village purchases over 900 million gallons of water from the DuPage Water Commission (DPWC) to distribute to the entire Village. The Village passes the water rate it pays DPWC for the water directly onto its community customers. Over the last four years, the water rates have nearly doubled as shown below:

DuPage Water Commission Rates are per 1,000 Gallons of Water

2012 Rates \$2.73

2013 Rates \$3.32

2014 Rates \$3.97

2015 Rates \$4.68

2016 Rates \$4.85

2017 Rates \$4.80

The DuPage Water Commission purchases water from the City of Chicago, so there is little that can be done about the large increase.

From fiscal year 2001/02 to 2009/10 and again in fiscal year 2013/14 and 2014/15 the Environmental Fund operated a deficit in Net Asset's available for capital improvements. In conjunction with the rise in water costs, the Village augmented water rates to build the funds' financial stability in order to fund future capital costs related to an aging water and sewer system infrastructure, as well have the resources available to maintain current capital and operational needs. The Village's water and sewer revenue is predicted based on current rates and previous usage history. With the rise of DuPage Water Commission water rates, the Village has seen some decrease in usage, which inversely affects the ability to keep rates at a level that is able to fund its current operations and future capital needs of the fund.

Golf Course Fees:

The Glendale Lakes Golf Club has been owned and operated by the Village since 1987 and is open year round for all resident and non-resident golf lovers. The Golf Course revenues are broken down into three (3) segments; Golf & Pro Shop, Restaurants & Banquets, and the Charity Classic Event. The Golf Course revenue is very sensitive to the weather patterns as well as a general decline in the activity itself.

Parks and Recreation:

The Village of Glendale Heights operates its own Parks, Facilities & Recreation Department that offers a swimming pool, preschool facility, after school care, day camps, recreation & fitness center, 22 parks, over three and a half (3.5) miles of walking and biking trails, and several programs to its community each year.

Cable Television Franchise Fees:

Revenue from cable television franchise fees is estimated at \$448,000 for 2016/17. Actual revenues for 2015/16 are expected to be \$445,198. (unaudited)

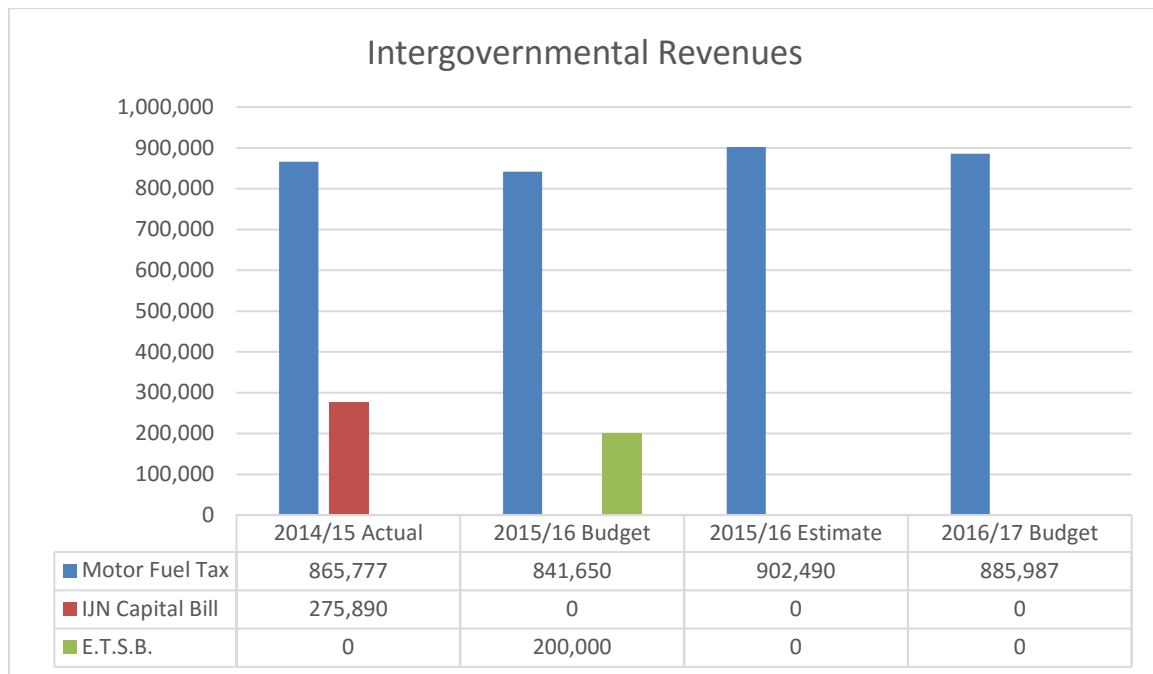
Water Tower/Cellular Tower Rental:

The Village owns and operates four (4) water towers, 2 of which have space which is rented out to two companies and will generate roughly \$87,242 for the Village in Fiscal Year 2016/17. Additionally, the Village leases land space on the Village campus to cellular providers which results in another \$68,263 in anticipated revenue annually.

Each contract is set up individually and increases annually between 3.5 and 4.5 percent. The funds are used to support general operational costs of the Village and are found in the General Fund and Environmental Services Fund.

There is also a cellular tower that is in Camera Park. The Village receives a lease payment, and the funds are earmarked for the Parks & Recreation Development Fund. The Village anticipates receiving \$44,208 in Fiscal Year 2016/17 from this cellular tower.

The Village is also in lease/contract negotiations to add another cellular provider to an existing water tower. The estimated revenue from this lease is expected to be approximately \$21,000 in the first year, and the revenue will be credited to the Environmental Fund.

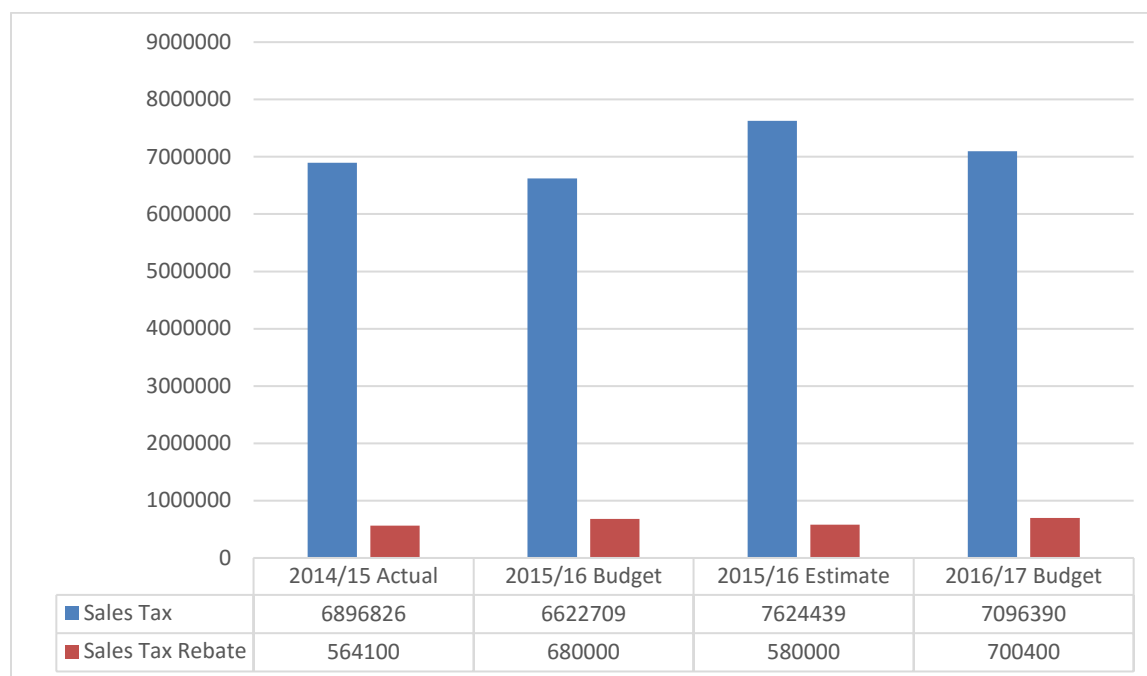


The intergovernmental revenue class includes a variety of revenue sources that the Village receives from other governmental entities. Motor Fuel Tax, and the now concluded Illinois Jobs Now Capital Bill funding. The motor fuel tax is a tax on each gallon of gasoline, combustible gas and diesel fuel sold.

State Sales Tax:

The State of Illinois imposes a 6.25% sales tax, 1% of which is distributed to municipalities on a point of sale basis. Glendale Heights has increased its sales tax revenue base in the past 5-10 years through the acquisition of new business, and through sales tax incentives offered through the various TIF districts and throughout the Village. As previously stated, the Great Recession of 2008 and 2009 resulted in significant declines in retail sales. Fortunately, things now appear to be in a recovery. At this time, the projection is that state sales tax revenue will come in at \$6.42 million for 2014/15, comparing favorably to the \$5.86 million that was budgeted. For 2015/16 the estimate is for sales tax revenue of \$5,762,709, representing a decrease of 1.6% over the 2014/15 budget, and a 4.0% increase over 2013/14 actual. The chart below illustrates sales tax revenue for fiscal year 2015/16 and the preceding six years.

State Sales Tax & Sales Tax Rebate



Footnotes:

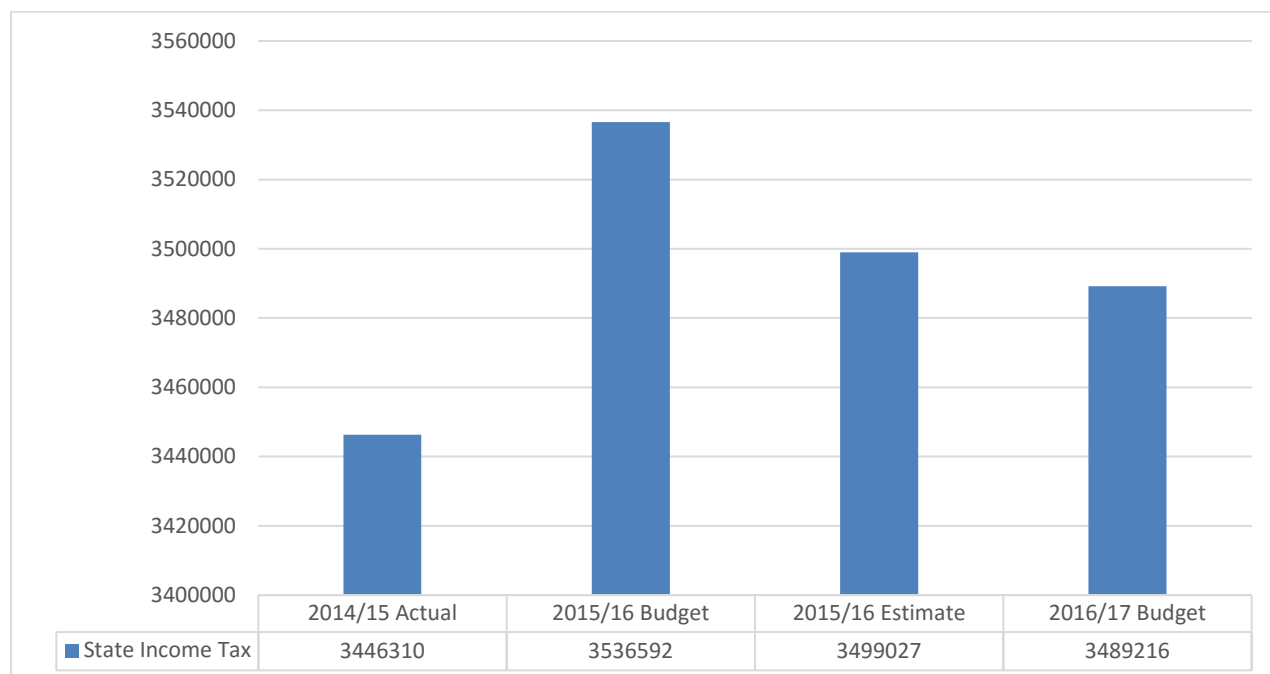
- i. Fiscal Years 2008/2009 to 2016/17 are presented on a modified accrual basis.
- ii. Fiscal Year 2015/2016 is based off of estimated actual revenues, unaudited.

State Income Tax:

The State of Illinois remits to municipalities on a per-capita basis a portion of its personal and corporate income tax receipts. Prior to January 1, 2011, the State remitted 10% of the total tax collections from its 3% income tax. Beginning in 2015, the State changed its income tax rate to 3.75% for individuals, and 5.25% for corporations. The State will now be distributing to local governments an amount equal to 6% of the individual tax receipts and 6.86% of the corporate tax receipts, continuing to distribute 10% of the first 3% of the tax rates.

State income tax receipts had been falling since 2007/08 due to falling wages, rising unemployment, and lower corporate profits, but began to gain some ground starting in 2011/2012. State income tax receipts are estimated at \$3,386,592 for 2015/16, an increase of 2.06% from 2014/15. State income tax revenue is deposited into the General Fund. The chart below depicts income tax revenue for FY 2015/16 and the preceding six years.

State Income Tax



Footnotes:

- i. Fiscal Years 2008/09 to 2016/17 are presented on a modified accrual basis.
- ii. Fiscal Year 2015/16 is based off of estimated actual revenues, unaudited.

State Motor Fuel Tax:

The State of Illinois allocates a portion of its motor fuel tax receipts to municipalities based on a per-capita formula. The State further allocates a small amount to communities classified as “high-growth areas”, including Glendale Heights. From fiscal years 2010/11 through 2015/16, municipalities were given an additional allotment under the “Illinois Jobs Now” program. For FY 2015/16 we are projecting total state motor fuel tax revenue of \$814,150, a decrease of 2.9% from the preceding year’s estimated actual. The chart below shows 2015/16 MFT revenue estimates and actual collections for the preceding six years:

Motor Fuel Tax**Footnotes:**

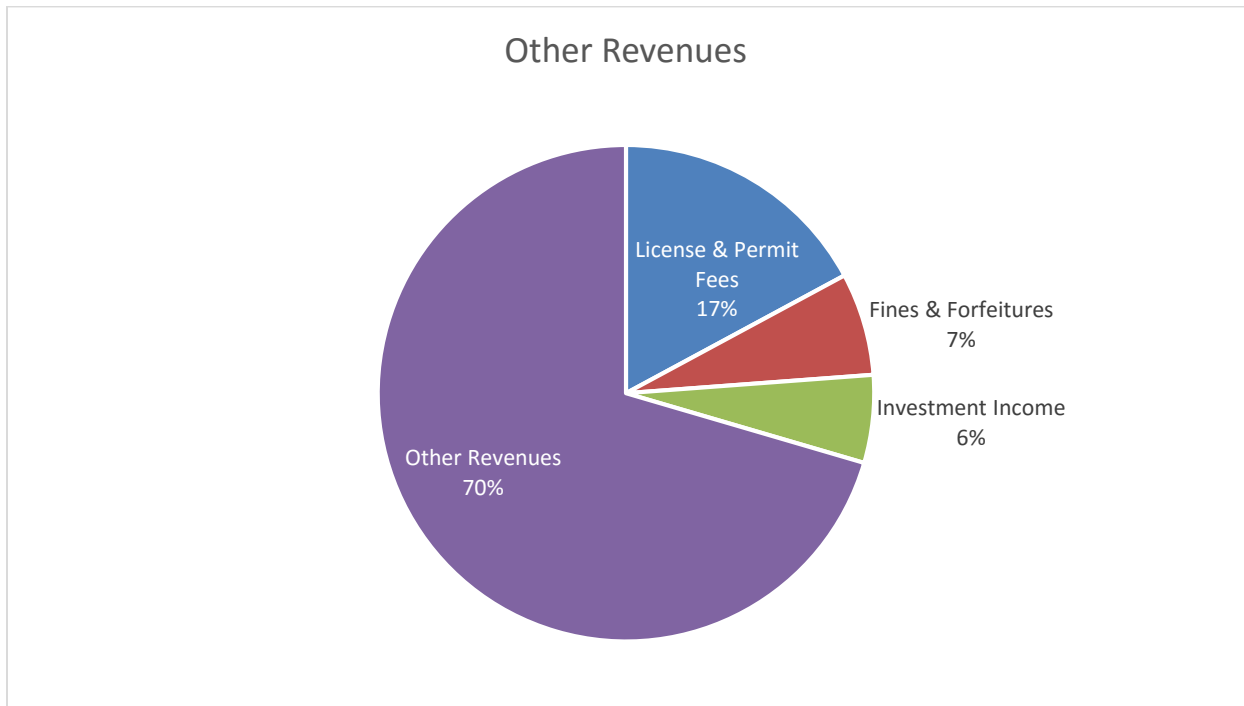
- i. Fiscal Years 2008/09 to 2015/16 are presented on a modified accrual basis.
- ii. Fiscal Year 2014/15 is based off of estimated actual revenues, unaudited.

State and Local Grants:

The Village is expecting to receive a \$1,376,000 FEMA grant to provide funding in the T.I.F. #1 project area. This grant will be used for the flood control project at North Avenue and Glen Ellyn Road. This grant is a 75/25 grant, meaning the Village receives \$0.75 cents for every dollar spent on this project.

MAJOR REVENUE SOURCES-OTHER REVENUE SOURCES

Fiscal Year	Total Budget	Total Revenue Received	% Collected
2009/10	\$5,970,587	\$6,905,398	115.7%
2010/11	\$4,684,472	\$7,259,505	155.0%
2011/12	\$5,416,473	\$7,116,148	131.4%
2012/13	\$5,448,607	\$8,307,240	152.5%
2013/14	\$6,041,300	\$7,690,511	127.3%
2014/15	\$6,167,333	\$8,112,987	131.5%
2015/16	\$6,306,483	\$7,083,447	112.3%
2016/17	\$9,426,594		



LICENSES AND PERMITS

License and permit revenue projected for FY 2016/17 is \$1,614,840, a 0.3% increase from the 2015/16 budget. There is no significant change in the amount of estimated rental licenses that Village expects to issue. The Village still anticipates receiving a healthy amount of permit revenue due to the new developments being completed during FY 2016/17, and continued collection enforcement of single and multi-family rental licenses.

FINES AND FORFEITURES

Total revenue from fines is estimated at \$630,200 for FY 2016/17, representing a decrease of 4.3% from the 2015/16 budget.

INVESTMENT INCOME

The Village of Glendale Heights receives income from investing idle cash in its operating funds and from investing Police Pension Fund reserves. Until fiscal year 2010, interest revenues had been an important source of funding for Village services. Interest revenues also include the Net Change in Fair Value of investments. This category of revenue is dependent upon invested balances, as well as current trends in interest rates nationally and the stock market. As interest rates, equity markets and the invested balances rise, revenues will rise; as they fall, the opposite will occur. Investment results in the Village's pension fund are included in the gain on investments category. The State Legislature has enabled the Village's pension fund opportunities for investment in mutual funds, stocks, and corporate bonds.

In Fiscal Year 2007/08, revenues declined due to lower interest rates and a decline in stock market performance. In 2008/09, interest rates continued to decline and the stock market dropped by almost 50%. This resulted in negative earnings in the police pension fund. Fiscal Year 2009/10 revenues increased due almost entirely to a rebound in the stock market and the recovery in value in the pension fund and interest on fixed income investments. In 2011/12 and 2013/14, revenues decreased from the 2009/10 level as the market stabilized and in 2014/15 and 2015/16, revenues are expected to sustain or increase their current rate of growth. Following is a table that breaks down investment earnings between operating investments and pension trust investments.

MISCELLANEOUS REVENUE

Miscellaneous revenue consists of a multitude of sources not classified elsewhere. Some of the more significant miscellaneous revenue sources include employee and employer contributions into the Police Pension Fund, reimbursement of a High School Resource Officer, Donations, various grants, and other miscellaneous revenue. Miscellaneous revenue is estimated at \$6,642,684 for fiscal year 2016/17. The increase is primarily due to the anticipated Federal FEMA and CDBG grants related to the North Avenue Flood Mitigation project.

Operating Transfers:

Revenues classified as operating transfers from other funds total \$3,666,949 in the fiscal year 2015/16 budget, which is a decrease of 13.16% from the prior year's budget. Following is a summary of the proposed operating transfers.

Fund Type/Fund	Transfers In	Transfers (out)	Net Transfers
General Fund	424,608	(1,437,772)	(1,013,164)
Recreation Fund		(25,000)	(25,000)
Founders' Day Fund		(43,808)	(43,808)
Infrastructure Fund		(1,349,995)	(1,349,995)
TIF #1 Fund		(60,000)	(60,000)
SSA 1	97,056	(15,470)	81,586
SSA 2	62,908	(131,276)	(68,368)
SSA 3		(98,945)	(98,945)
SSA 4		(12,128)	(12,128)
SSA 5		(20,351)	(20,351)
SSA 6		(17,630)	(17,630)
Vehicle Replacement Fund	344,404		344,404
Computer Replacement Fund	41,845		41,845
Capital Projects Fund	262,298		262,298
Debt Service Fund	2,567,959		2,567,959
Environmental Services Fund		(699,303)	(699,303)
Golf Fund		(44,400)	(44,400)
Insurance Fund	155,000		155,000
Total Transfers	3,956,078	(3,956,078)	0

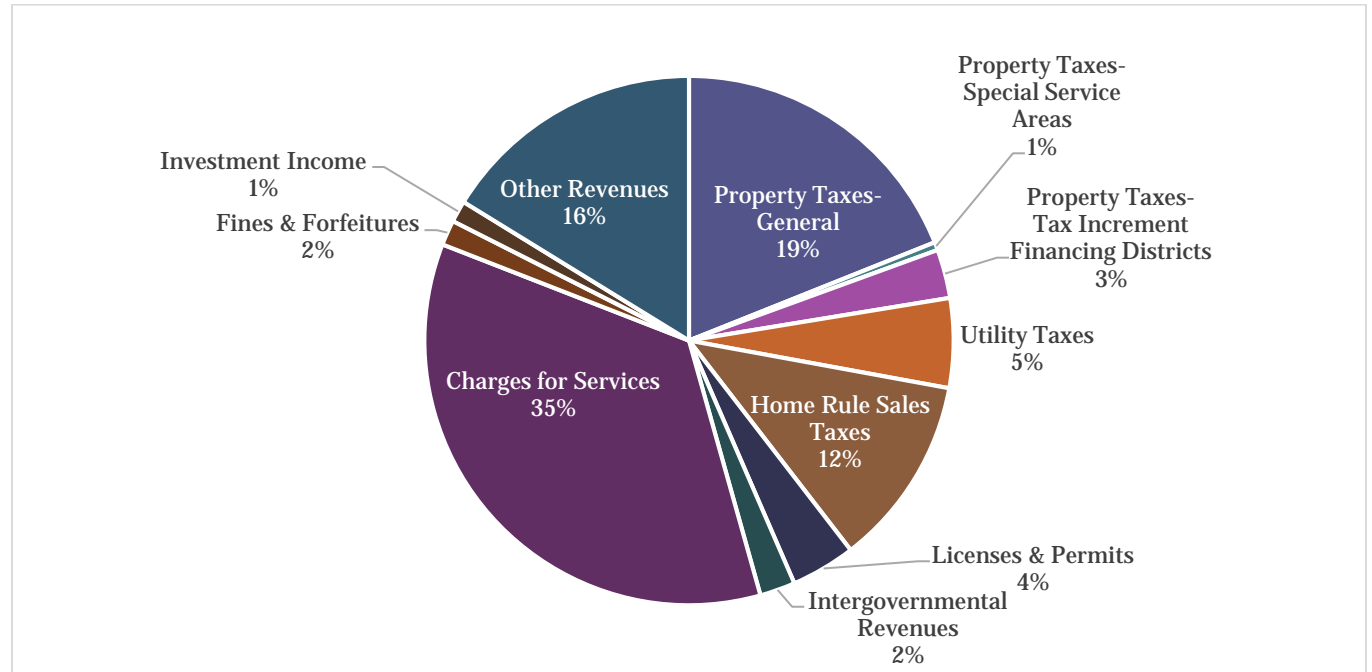
REVENUE & EXPENDITURES

ALL FUNDS

FUND	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% DIFFERENCE
REVENUES	54,057,958	53,162,488	53,826,575	56,681,268	6.62%
General Fund	22,741,584	22,247,362	23,283,535	22,398,860	0.68%
Special Revenue Funds	9,230,910	9,153,090	9,425,179	12,368,099	35.12%
Debt Service Fund	5,538,371	5,085,083	5,174,963	5,092,386	0.14%
Capital Projects Funds	586,850	1,179,973	890,953	679,197	-42.44%
Enterprise Funds	11,615,731	12,345,625	12,123,723	12,957,948	4.96%
Internal Service Fund	135,403	574,500	595,109	505,000	-12.10%
Trust Fund	4,209,109	2,576,855	2,333,113	2,679,778	3.99%
EXPENDITURES	54,416,384	56,879,526	53,474,245	57,657,882	1.37%
General Fund	21,939,986	21,877,362	21,581,538	22,398,860	2.38%
Special Revenue Funds	10,530,745	11,955,188	9,666,959	13,262,245	10.93%
Debt Service Fund	5,086,283	5,084,887	5,084,875	5,091,985	0.14%
Capital Projects Funds	1,287,571	1,903,728	1,083,892	719,982	-62.18%
Enterprise Funds	13,083,355	13,207,691	12,813,941	12,941,263	-2.02%
Internal Service Fund	649,669	940,691	1,112,955	840,643	-10.64%
Trust Fund	1,838,775	1,909,979	2,130,085	2,402,904	25.81%
Net Revenues					
Over (Under) Expenditures	(358,426)	(3,717,038)	352,330	(976,614)	-73.73%

REVENUE SUMMARY FUNDING BY SOURCE

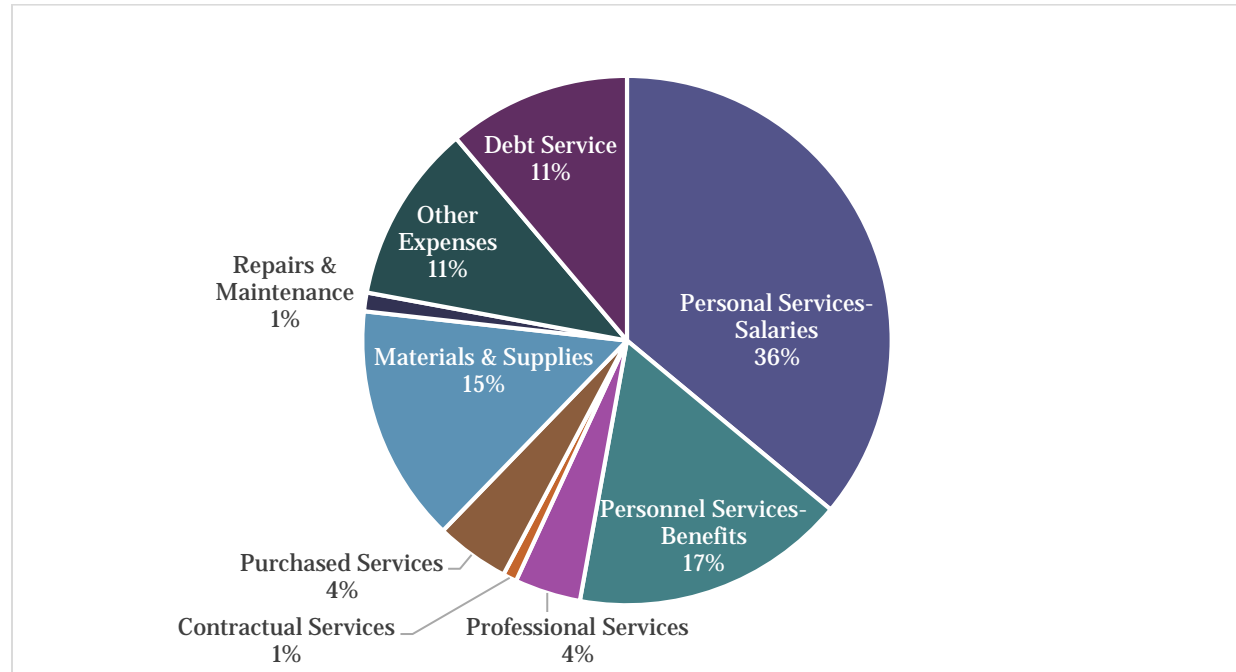
ALL FUNDS



	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% DIFFERENCE
Property Taxes-General	7,370,200	7,762,245	7,778,303	7,756,545	-0.07%
Property Taxes- Special Service Areas	212,792	208,787	203,928	201,981	-3.26%
Property Taxes-Tax Increment Financing Districts	1,069,323	1,165,450	1,164,958	1,219,450	4.63%
Utility Taxes	2,361,488	2,254,392	2,074,672	2,238,100	-0.72%
Home Rule Sales Taxes	3,795,589	3,782,820	4,143,921	4,770,476	26.11%
Other Taxes	11,562,023	11,234,136	12,494,145	11,786,344	4.92%
Licenses and Permits	1,461,674	1,609,340	1,737,134	1,614,840	0.34%
Intergovernmental	1,141,667	1,041,650	902,490	885,987	-14.94%
Charges For Services	13,378,650	14,285,366	13,936,570	14,439,713	1.08%
Fines And Forfeitures	613,260	658,200	619,663	630,200	-4.25%
Investment Earnings	1,043,286	543,206	1,155,597	538,870	-0.80%
Miscellaneous Revenues	5,377,838	4,572,757	3,571,054	6,642,684	45.27%
Total Operating Revenues	49,387,790	49,118,349	49,782,435	52,725,190	7.34%
Operating Transfers	4,670,168	4,044,139	4,044,139	3,956,078	-2.18%
Net Revenues and Transfers	54,057,958	53,162,488	53,826,574	56,681,268	6.62%

EXPENDITURE SUMMARY FUNDING BY CLASS

ALL FUNDS



	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% DIFFERENCE
Personnel Services-Salaries	16,439,232	16,526,919	16,378,660	16,426,751	-0.61%
Personnel Services-Benefits	7,212,204	7,198,321	7,367,838	7,676,466	6.64%
Professional Services	1,183,198	2,039,477	1,370,517	1,839,565	-9.80%
Contractual Services	314,226	368,551	284,603	385,850	4.69%
Purchased Services	2,307,113	2,088,081	2,105,822	2,055,554	-1.56%
Materials & Supplies	7,006,042	7,826,926	6,971,024	6,624,760	-15.36%
Repairs & Maintenance	575,060	554,795	483,213	520,443	-6.19%
Other Expenses	2,973,164	3,839,977	3,658,023	4,982,191	29.75%
Debt Service	5,086,283	5,084,887	5,084,875	5,091,985	0.14%
Depreciation & Amortization	1,429,877	0	1,487,715	0	0.00%
Total Operating Expenses	44,526,399	45,527,934	45,192,290	45,603,565	0.17%
Capital Outlay	5,219,816	7,307,453	4,237,815	8,098,239	10.82%
Operating Transfers	4,670,168	4,044,139	4,044,139	3,956,078	-2.18%
Net Expenditures & Transfers	54,416,383	56,879,526	53,474,244	57,657,882	1.37%

REVENUE AND EXPENDITURE SUMMARY

GENERAL FUND

	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% DIFFERENCE
REVENUES	22,741,583	22,247,362	23,283,535	22,398,860	0.68%
Taxes	18,386,142	17,721,357	19,058,512	18,250,643	2.99%
Licenses & Permits	1,457,694	1,606,400	1,719,456	1,611,900	0.34%
Charges for Services	772,570	808,559	798,201	728,071	-9.95%
Fines & Forfeitures	613,260	658,000	618,716	630,000	-4.26%
Intergovernmental	0	200,000	0	0	-100.00%
Investment Income	24,873	38,006	25,451	34,000	-10.54%
Other Revenues	1,065,455	812,748	660,907	719,638	-11.46%
Operating Transfers	421,589	402,292	402,292	424,608	5.55%
 EXPENDITURES	 21,939,986	 21,877,362	 21,581,537	 22,398,860	 2.38%
General Government	7,205,006	7,157,736	7,368,274	7,592,714	6.08%
Public Safety	7,519,308	7,856,204	7,668,417	7,683,659	-2.20%
Community Development	821,699	836,543	818,039	956,567	14.35%
Public Works	1,942,309	2,105,890	1,918,760	2,117,428	0.55%
Parks, Grounds & Facilities	2,808,170	2,331,344	2,247,763	2,337,820	0.28%
Legislative	232,050	245,767	216,406	272,900	11.04%
Operating Transfers	1,411,444	1,343,878	1,343,878	1,437,772	6.99%
 NET REVENUES OVER (UNDER) EXPENDITURES	 801,597	 370,000	 1,701,998	 0	 -100.00%

REVENUE DETAIL
GENERAL FUND

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	0	411	10	12	R		POLICE PROTECTION	684,660.83	689,000.00	691,885.56	342,685.00	-50.26%
101	0	411	10	13	R		POLICE PENSION	1,654,144.06	1,634,855.00	1,641,414.22	1,737,778.00	6.30%
101	0	411	10	15	R		SOCIAL SECURITY-EMPLOYER	608,776.15	483,154.00	485,140.25	629,060.00	30.20%
101	0	411	10	16	R		SCHOOL CROSSING GUARDS	52,666.20	51,000.00	51,412.84	51,000.00	0.00%
101	0	411	10	69	R		MOSQUITO ABATEMENT	41,906.45	52,000.00	52,506.73	42,000.00	-19.23%
101	0	411	11	10	R		MUNICIPAL SALES TAX	6,419,507.85	6,062,709.00	7,119,872.87	6,519,590.00	7.54%
101	0	411	11	11	R		SALES TAX (REBATE)	-564,100.00	-680,000.00	-580,000.00	-700,400.00	3.00%
101	0	411	11	12	R		LOCAL USE TAX	691,155.52	713,635.00	789,657.63	803,888.00	12.65%
101	0	411	11	14	R		AUTO RENTAL TAX	9,514.62	10,000.00	8,309.84	10,500.00	5.00%
101	0	411	11	15	R		FOOD & BEVERAGE TAX	494,901.88	495,000.00	518,914.39	509,850.00	3.00%
101	0	411	12	10	R		AMUSEMENT TAX	123,631.81	117,000.00	111,437.42	117,000.00	0.00%
101	0	411	12	11	R		VIDEO GAMING TAX	38,752.60	48,000.00	76,363.32	60,000.00	25.00%
101	0	411	13	10	R		PERS. PROP.REPLACEMENT TX	40,253.10	40,000.00	42,166.78	40,400.00	1.00%
101	0	411	14	10	R		REAL ESTATE TRANSFER TAX	370,879.00	315,000.00	381,430.15	345,000.00	9.52%
101	0	411	15	10	R		STATE INCOME TAX	3,446,310.49	3,536,592.00	3,499,027.03	3,489,216.00	-1.34%
101	0	411	16	10	R		HOME RULE TAX	1,897,794.44	1,882,820.00	2,071,900.27	2,000,476.00	6.25%
101	0	411	17	10	R		ELECTRICITY	814,709.42	835,000.00	793,803.53	837,000.00	0.24%
101	0	411	17	11	R		NATURAL GAS	663,068.43	650,000.00	497,577.99	695,000.00	6.92%
101	0	411	17	13	R		SIMPLIFIED TELECOMM. TAX	900,359.83	790,392.00	800,240.04	727,100.00	-8.01%
101	0	411	17	15	R		UTILITY TAX REBATE PGM	-16,650.00	-21,000.00	-16,950.00	-21,000.00	0.00%
101	0	411	18	10	R		HOTEL TAX	13,899.70	16,200.00	22,401.06	14,500.00	-10.49%
101	0	421	19	10	R		VEHICLE LICENSE	308,578.00	315,000.00	329,358.88	325,000.00	3.17%
101	0	421	19	11	R		BUILDING PERMITS	210,246.22	300,000.00	416,632.03	340,000.00	13.33%
101	0	421	19	12	R		GARAGE SALE	5,030.00	5,700.00	4,425.00	5,500.00	-3.51%
101	0	421	19	13	R		BUSINESS LICENSE	71,100.25	81,000.00	77,181.25	75,000.00	-7.41%
101	0	421	19	14	R		SCAVENGER LICENSE	11,515.00	11,500.00	11,500.00	11,500.00	0.00%
101	0	421	19	15	R		VENDING MACHINES LICENSE	27,246.25	27,500.00	25,075.00	27,500.00	0.00%
101	0	421	19	16	R		CONTRACTORS LICENSE	30,700.00	30,000.00	37,925.00	32,000.00	6.67%
101	0	421	19	17	R		LIQUOR LICENSE	99,968.25	117,100.00	107,390.52	106,000.00	-9.48%
101	0	421	19	18	R		TOBACCO DEALERS LICENSE	5,400.00	5,600.00	5,600.00	5,400.00	-3.57%
101	0	421	19	19	R		MULTI-FAMILY RENTAL LIC.	162,950.00	139,650.00	145,270.00	162,000.00	16.00%
101	0	421	19	20	R		ANIMAL LICENSE	1,385.00	1,400.00	1,565.00	1,400.00	0.00%
101	0	421	19	21	R		SINGLE FAMILY RENTAL LIC	489,555.00	524,750.00	509,350.00	490,000.00	-6.62%
101	0	421	19	22	R		ENTERTAINMENT PERMIT	2,700.00	2,700.00	2,100.00	2,100.00	-22.22%
101	0	421	19	23	R		VAC.BLDG.REGISTRY	7,900.00	6,000.00	6,500.00	5,000.00	-16.67%
101	0	421	19	24	R		VAC.BLDG.INSPECTION	7,050.00	5,500.00	6,900.00	5,000.00	-9.09%

101	0	421	19	28	R	VIDEO GAMING LICENSE	7,500.00	30,000.00	27,500.00	17,500.00	-41.67%
101	0	421	19	29	R	UTILITY PERMITS - R.O.W.	8,400.00	3,000.00	2,700.00	1,000.00	-66.67%
101	0	421	19	90	R	SUSPENSE ACCOUNT-REVENUE	470.00		2,448.00		0.00%
101	0	421	19	99	R	OTHER LICENSES			35.00		0.00%
101	0	431	20	12	R	DUPAGE ETSB		200,000.00			-100.00%
101	0	441	25	10	R	COURTROOM RENTAL	64,482.68	64,022.00	64,702.91	67,200.00	4.96%
101	0	441	25	11	R	POLICE DEPT. RANGE RENTAL	5,000.00	5,000.00	5,000.00	6,000.00	20.00%
101	0	441	25	12	R	TOWER RENTAL	128,611.36	151,429.00	141,154.78	68,263.00	-54.92%
101	0	441	25	14	R	CABLE TV FRANCHISE FEE	429,946.02	430,000.00	445,198.37	448,000.00	4.19%
101	0	441	25	15	R	RE-INSPECTION FEE	1,382.90	500.00	2,530.00	1,500.00	200.00%
101	0	441	25	17	R	PUBLIC HEARING FEE	9,817.85	10,000.00	8,700.00	7,000.00	-30.00%
101	0	441	25	18	R	ENGINEERING FEE	3,585.08	5,500.00	-35,947.92		-100.00%
101	0	441	25	20	R	FALSE ALARM FEE	14,330.00	10,000.00	5,130.00	7,500.00	-25.00%
101	0	441	25	21	R	PLAN REVIEW FEE	1,270.00	1,000.00	80.00		-100.00%
101	0	441	25	22	R	POLICE ACCIDENT REPORT	3,410.00	4,000.00	3,845.00	4,000.00	0.00%
101	0	441	25	23	R	POLICE OFFICER DETAIL	7,157.50	7,000.00	25,903.30	7,000.00	0.00%
101	0	441	25	24	R	FINGER PRINTING FEE	1,225.00	1,500.00	1,325.00	1,500.00	0.00%
101	0	441	25	25	R	ANIMAL IMPOUND FEE	590.00	1,200.00	1,205.00	1,200.00	0.00%
101	0	441	25	26	R	POLICE DEPT. APPLICATION	5,220.00			6,250.00	0.00%
101	0	441	25	27	R	BASSETT LIQUOR TRAINING	25.00		1,350.00	1,000.00	0.00%
101	0	441	25	30	R	WORKING W/O PERMIT	8,468.07	13,000.00	16,762.75	9,000.00	-30.77%
101	0	441	25	31	R	REAL ESTATE INSP.PROGRAM	56,700.00	70,000.00	71,000.00	57,000.00	-18.57%
101	0	441	25	33	R	APLC.FEE LIQUOR DEALER	1,000.00	1,000.00	1,500.00	500.00	-50.00%
101	0	441	25	34	R	PLAT FILING FEE	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
101	0	441	25	40	R	COUNTY RIGHT OF WAY FEE	16,058.00	16,058.00	16,058.00	16,058.00	0.00%
101	0	441	25	44	R	PARKS USAGE FEES	4,529.50	8,000.00	12,672.00	8,000.00	0.00%
101	0	441	25	52	R	ZONING VERIFICATION FEES	900.00	500.00	300.00	500.00	0.00%
101	0	451	29	9	R	LOCAL DUI PROSECUTION	43,034.10	50,000.00	38,894.15	40,000.00	-20.00%
101	0	451	29	10	R	PARKING TICKETS	221,849.00	225,000.00	229,531.21	225,000.00	0.00%
101	0	451	29	11	R	COMPLIANCE TICKETS	92,906.92	110,000.00	124,515.00	110,000.00	0.00%
101	0	451	29	12	R	COURT FINES	234,563.48	250,000.00	206,941.74	235,000.00	-6.00%
101	0	451	29	13	R	LIQUOR FINES	2,450.00	2,500.00	450.00	1,500.00	-40.00%
101	0	451	29	14	R	TOBACCO FINES	700.00	1,500.00	350.00	500.00	-66.67%
101	0	451	29	51	R	PARKING TICKET-COL.AGENCY	14,225.00	15,000.00	14,460.00	15,000.00	0.00%
101	0	451	29	98	R	PD-OTHER REVENUES	3,531.63	4,000.00	3,574.34	3,000.00	-25.00%
101	0	461	30	10	R	INTEREST INCOME	24,873.48	38,006.00	25,451.34	34,000.00	-10.54%
101	0	481	42	11	R	STATE OF IL.	12,188.00	9,518.00	9,518.27	9,240.00	-2.92%
101	0	481	42	12	R	DUMEG FAIR SHARE REBATE	24,908.00	24,908.00	24,908.00	24,908.00	0.00%
101	0	481	43	10	R	FEDERAL GRANTS	543.16	17,000.00		17,000.00	0.00%
101	0	481	43	11	R	STATE OF IL.	88,886.48	7,000.00	23,976.05		-100.00%
101	0	481	50	11	R	SALES OF VILLAGE PROP.		2,053.00	2,336.75		-100.00%

101	0	481	50	19	R	TOWING & IMPOUND CHARGES	142,840.00	150,000.00	138,300.00	145,000.00	-3.33%
101	0	481	50	20	R	BOOT FEE	9,620.50	8,500.00	7,940.00	1,000.00	-88.24%
101	0	481	50	22	R	PARKING FEES-PAYMENT PLAN	19,084.20	17,000.00	19,699.30	17,000.00	0.00%
101	0	481	50	31	R	50/50 CURB-CUT PROGRAM	1,080.00	3,750.00	2,220.00	2,500.00	-33.33%
101	0	481	50	32	R	SALES-RECYCLING SUPPLIES	49.20				0.00%
101	0	481	50	33	R	PARKWAY TREE REPLACEMENTS	6,600.00	3,000.00	750.00	3,000.00	0.00%
101	0	481	50	51	R	H.SCHOOL RESOURCE OFFICER	113,298.77	125,076.00	112,450.36	120,076.00	-4.00%
101	0	481	50	53	R	NORTH AVENUE PROPERTY	5,500.00	6,000.00	6,000.00	6,000.00	0.00%
101	0	481	62	10	R	PARK MEMORIALS	200.00		100.00		0.00%
101	0	481	70	10	R	CASH (OVER) & SHORT	-110.07		348.51		0.00%
101	0	481	71	10	R	(GAIN) & LOSS INVESTMENTS	925.50		197.63		0.00%
101	0	481	89	10	R	MISCELLANEOUS INCOME	143,189.75	135,000.00	57,664.06	79,990.00	-40.75%
101	0	491	92	6	R	TRANSFER FROM-FOUNDER'S D	71,390.00	52,492.00	52,492.00	43,808.00	-16.54%
101	0	491	92	12	R	TRANSFER FROM INFRASTRUCT	17,000.00				0.00%
101	0	491	92	41	R	TRANSFER FROM-TIF NO.01	50,000.00	60,000.00	60,000.00	60,000.00	0.00%
101	0	491	92	42	R	TRANSFER FROM-TIF-2					0.00%
101	0	491	92	51	R	TRANSFER FROM SSA-01	14,811.00	15,156.00	15,156.00	15,470.00	2.07%
101	0	491	92	52	R	TRANSFER FROM SSA-02	125,684.00	128,614.00	128,614.00	131,276.00	2.07%
101	0	491	92	53	R	TRANSFER FROM SSA-03	94,730.00	96,938.00	96,938.00	98,945.00	2.07%
101	0	491	92	54	R	TRANSFER FROM SSA-04	11,611.00	11,882.00	11,882.00	12,128.00	2.07%
101	0	491	92	55	R	TRANSFER FROM SSA-05	19,484.00	19,938.00	19,938.00	20,351.00	2.07%
101	0	491	92	56	R	TRANSFER FROM SSA-06	16,879.00	17,272.00	17,272.00	17,630.00	2.07%
101	0	491	95	2	R	TRANSFER FROM-GOLF COURSE				25,000.00	0.00%
101	1016	441	28	13	R	SPECIAL EVENT REVENUES	7,861.44	7,850.00	8,731.75	5,100.00	-35.03%
101	1016	441	28	15	R	CAR SHOW				4,500.00	0.00%
101	1016	481	60	12	R	DONATIONS OTHER	940.00	1,140.00	1,140.00	1,000.00	-12.28%
101	1117	481	43	15	R	SENIOR HEALTH INS PGM	6,000.00				0.00%
101	1117	481	59	16	R	SENIOR PROGRAM	28.00				0.00%
101	1117	481	70	10	R	CASH (OVER) & SHORT			-9.83		0.00%
101	1117	481	81	10	R	SENIOR PROGRAM	6,783.00	8,000.00	7,402.00	8,000.00	0.00%
101	1117	481	81	11	R	SENIOR BUS	4,346.61	4,500.00	4,123.85	4,500.00	0.00%
101	1117	481	81	12	R	FACILITY RENTAL	45,470.00	54,000.00	49,228.00	50,000.00	-7.41%
101	1117	481	81	13	R	SALON SERVICES	49,699.77	47,000.00	52,626.00	52,000.00	10.64%
101	1117	481	81	14	R	SPONSORSHIP	1,000.00	1,000.00	500.00	1,000.00	0.00%
101	1117	481	81	16	R	SIMPLE SAM COMPUTER MGMT	234.05	250.00	164.00	250.00	0.00%
101	1117	481	81	17	R	FITNESS MEMBERSHIPS	6,841.00	7,200.00	7,240.00	7,200.00	0.00%
101	1117	481	81	18	R	GENERAL MEMBERSHIPS	2,944.00	2,750.00	3,023.00	3,000.00	9.09%
101	1117	481	81	19	R	BEVERAGES SOLD REVENUE	9,618.86	9,000.00	8,673.80	9,000.00	0.00%
101	1117	481	81	20	R	SC-SPECIALTY LINENS REV	3,163.50	3,500.00	4,012.50	4,000.00	14.29%
101	1117	481	81	21	R	SC-OTHER RENTAL FEES	975.00	1,500.00	1,837.50	1,900.00	26.67%
101	1117	481	81	22	R	SC-WAITSTAFF SERVICES	2,750.00	3,200.00	2,760.00	2,500.00	-21.88%

101	1117	481	81	23	R	SENIOR HOLIDAY LUNCHEON	2,870.00	3,500.00	3,036.00	3,300.00	-5.71%
101	1117	481	81	24	R	SENIOR TRIP REVENUES	55,508.50	55,000.00	37,885.50	55,000.00	0.00%
101	1117	481	81	25	R	SNACKS/COFFEE	688.22	700.00	384.60	500.00	-28.57%
101	1117	481	81	26	R	FACILITY SET UP FEES	3,625.00	4,000.00	3,600.00	4,000.00	0.00%
101	1117	481	81	27	R	SALON RETAIL REVENUE		1,050.00	1,491.74	2,250.00	114.29%
101	1117	481	81	28	R	COMM DINING DONATIONS			802.23	5,000.00	0.00%
101	1117	481	89	10	R	MISCELLANEOUS INCOME			50.00		0.00%
101	1117	481	89	32	R	SALON GRATUITIES	2,402.24	1,500.00	827.37	1,500.00	0.00%
101	1117	481	89	33	R	GIFT SHOP REVENUE	6,178.70	2,500.00	3,808.91	3,000.00	20.00%
101	1299	481	58	10	R	PULL TAB TAX	3,362.86	2,500.00		2,500.00	0.00%
101	1299	481	58	11	R	D.U.I.	90,403.90	35,684.00	22,798.42	30,524.00	-14.46%
101	1299	481	58	12	R	CHAPTER 56.5 DRUG FINES	23,927.72	6,767.00	150.00	3,000.00	-55.67%
101	1299	481	58	14	R	SEX OFFENDER REGIST FUND	8,225.00	3,000.00	2,790.00	3,000.00	0.00%
101	1299	481	58	16	R	LOCAL LAW ENF. BLOCK GRNT	8,864.64	708.00			-100.00%
101	1299	481	58	17	R	JUVENILE DIVERSION PROG	1,161.32				0.00%
101	1299	481	58	18	R	G.R.E.A.T. PROGRAM		216.00			-100.00%
101	1299	481	58	19	R	LOCAL MISC. DONATION	5,017.59	7,778.00	5,862.30		-100.00%
101	1299	481	58	20	R	STATE-TOBACCO GRANTS	18,670.32	5,000.00		5,000.00	0.00%
101	1299	481	58	22	R	SUPERVISION FINES	66,709.97	25,000.00	19,730.56	25,000.00	0.00%
101	1299	481	58	23	R	ELECTRONIC CITATION FEES	12,136.72	2,000.00	1,983.58	2,000.00	0.00%
101	1299	481	58	24	R	FORFEITED FUNDS PD MONEY	617.18				0.00%
101	1299	481	58	25	R	EVIDENCE SEIZED CASH	15,642.81		-1,488.37		0.00%
101	1299	481	58	26	R	STATE FORFEITURES FUND	10,336.71		1,899.42		0.00%
101	1299	481	58	27	R	FEDERAL FORFEITURES FUND	7,481.65				0.00%
101	1299	481	58	28	R	DARE ACCOUNT	6,877.54		2,500.00		0.00%
101	1299	481	60	15	R	DONATION-SAFETY TOWN	5,149.14	4,000.00	3,665.00	4,000.00	0.00%
						Total General Fund Revenues	22,741,584.37	22,247,362.00	23,283,535.33	22,398,860.00	0.68%

EXPENDITURE SUMMARY BY DEPARTMENT

GENERAL FUND

Program	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% DIFFERENCE
Legislative	232,049	245,767	216,406	272,900	11.04%
Village Board	176,770	187,448	165,265	207,344	10.61%
Village Clerk	17,993	17,750	14,693	17,400	-1.97%
Police Commission	23,305	24,176	24,210	33,240	37.49%
Plan Commission	2,807	3,401	2,705	3,401	0.00%
Special Events Commission	8,057	10,115	8,630	9,715	-3.95%
Youth Commission	2,168	1,800	701	1,800	0.00%
Appearance Commission	949	1,077	202	0	-100.00%
General Government	7,205,007	7,157,736	7,368,273	7,592,714	6.08%
Village Administration	397,699	415,236	407,090	421,769	1.57%
Human Resources	141,257	158,759	161,434	148,962	-6.17%
Public Affairs	118,520	119,900	106,140	110,484	-7.85%
Senior Services	403,637	408,502	397,681	422,557	3.44%
Central Services	4,972,866	4,878,494	5,161,314	5,248,823	7.59%
Administrative Services	331,396	334,004	321,812	346,257	3.67%
Information Services	350,202	466,504	447,631	494,727	6.05%
Finance	489,430	376,337	365,171	399,135	6.06%
Police Department	7,519,307	7,856,204	7,668,418	7,683,659	-2.20%
Police Administration	523,123	559,844	596,158	550,485	-1.67%
Patrol	4,321,753	4,326,077	4,211,477	4,325,293	-0.02%
Investigations	1,125,746	1,232,562	1,222,062	1,305,561	5.92%
Support Services	1,354,840	1,635,068	1,560,635	1,419,796	-13.17%
Community Oriented Policing	2,994	10,000	9,346	7,500	-25.00%
State & Federal Grants	190,851	92,653	68,740	75,024	-19.03%
Public Works	1,942,338	2,105,890	1,918,760	2,117,428	0.55%
Administration	179,563	171,246	172,877	177,419	3.60%
Engineering	25,024	39,820	38,498	60,648	52.31%
Streets	1,416,693	1,553,759	1,391,273	1,528,772	-1.61%
Fleet Maintenance	321,058	341,065	316,112	350,589	2.79%
Parks, Grounds & Facilities	2,808,170	2,331,344	2,247,763	2,337,820	0.28%
Parks	1,427,858	1,395,880	1,362,896	1,383,045	-0.92%
Forestry	511,996	62,768	51,768	60,800	-3.14%
Facilities	868,316	872,696	833,099	893,975	2.44%

Community Development	821,670	836,543	818,039	956,567	14.35%
Administration	522,862	496,836	480,940	563,682	13.45%
Inspection Services	298,808	339,707	337,099	392,885	15.65%

General Fund Total Before					
Operating Transfers	20,528,541	20,533,484	20,237,659	20,961,088	2.08%
 Operating Transfers	 1,411,444	 1,343,878	 1,343,878	 1,437,772	 6.99%
Total Expenditures	21,939,985	21,877,362	21,581,537	22,398,860	2.38%

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EXPENDITURE SUMMARY BY DEPARTMENT

GENERAL FUND

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	0	981	93	1	E		TRANSFER TO-VEHICLE REP		42,596.00	42,596.00	335,004.00	686.47%
101	0	981	93	2	E		TRANSFER TO-COMPUTER REP				40,970.00	0.00%
101	0	981	93	3	E		TRANSFER TO-CAPITAL PROJ	191,670.00	507,881.00	507,881.00	262,298.00	-48.35%
101	0	981	94	1	E		TRANSFER TO-DEBT SERVICE	1,219,774.00	793,401.00	793,401.00	799,500.00	0.77%
101	1011	512	10	10	E		F-TIME & REG.PART-TIME	117,885.80	132,845.00	119,786.56	132,000.00	-0.64%
101	1011	512	15	10	E		FICA-EMPLOYER	6,998.91	8,236.00	7,115.63	8,184.00	-0.63%
101	1011	512	16	14	E		TRAVEL, MEETING & CONF.	2,145.70	3,000.00	3,076.07	3,000.00	0.00%
101	1011	512	16	15	E		TRAINING & SEMINARS		100.00		100.00	0.00%
101	1011	512	16	16	E		MEDICARE-EMPLOYER	1,636.91	1,926.00	1,664.17	1,914.00	-0.62%
101	1011	512	21	11	E		PROF-LEGAL		500.00		500.00	0.00%
101	1011	512	21	99	E		PROFESSIONAL-OTHERS		300.00		300.00	0.00%
101	1011	512	24	12	E		PRINTING & BINDING	75.00	500.00	25.00	500.00	0.00%
101	1011	512	31	99	E		MISCELLANEOUS OFFICE SUPL	133.66	200.00	146.17	200.00	0.00%
101	1011	512	37	10	E		UNIFORMS	383.96	500.00	119.84	500.00	0.00%
101	1011	512	37	99	E		MISCELLANEOUS SUPPLIES	2,223.05	4,000.00	1,889.39	4,000.00	0.00%
101	1011	512	62	10	E		MEMBERSHIP DUES	37,551.45	22,961.00	22,644.18	43,561.00	89.72%
101	1011	512	62	11	E		SUBSCRIPTIONS	179.40	300.00	179.40	300.00	0.00%
101	1011	512	63	99	E		OTHER COMM. CONTRIBUTION	6,150.00	8,580.00	7,285.00	8,785.00	2.39%
101	1011	512	69	20	E		CIVIC ACTIVITIES	1,406.33	3,500.00	1,333.92	3,500.00	0.00%
101	1012	512	10	10	E		F-TIME & REG.PART-TIME	10,000.00	10,000.00	10,000.00	10,000.00	0.00%
101	1012	512	15	10	E		FICA-EMPLOYER	620.00	620.00	620.00	620.00	0.00%
101	1012	512	16	14	E		TRAVEL, MEETING & CONF.		250.00		250.00	0.00%
101	1012	512	16	15	E		TRAINING & SEMINARS		150.00		150.00	0.00%
101	1012	512	16	16	E		MEDICARE-EMPLOYER	145.00	145.00	145.00	145.00	0.00%
101	1012	512	21	99	E		PROFESSIONAL-OTHERS	6,544.00	4,550.00	2,751.00	4,500.00	-1.10%
101	1012	512	31	99	E		MISCELLANEOUS OFFICE SUPL	199.37	300.00	76.86		-100.00%
101	1012	512	60	99	E		VARIOUS COMMISSION	300.00	1,400.00	1,050.00	1,400.00	0.00%
101	1012	512	62	10	E		MEMBERSHIP DUES	185.00	335.00	50.00	335.00	0.00%
101	1013	512	16	14	E		TRAVEL, MEETING & CONF.	1,380.00	1,000.00	1,035.00	2,160.00	116.00%
101	1013	512	24	12	E		PRINTING & BINDING	695.68			750.00	0.00%
101	1013	512	24	16	E		RECRUITING	1,984.00	2,457.00	2,456.25	3,000.00	22.10%
101	1013	512	24	28	E		TESTING	16,687.74	18,074.00	18,073.60	24,575.00	35.97%
101	1013	512	31	99	E		MISCELLANEOUS OFFICE SUPL	15.54			100.00	0.00%
101	1013	512	37	10	E		UNIFORMS	62.25	100.00	100.00	100.00	0.00%
101	1013	512	60	10	E		POLICE COMMISSION	1,999.92	2,000.00	1,999.92	2,000.00	0.00%
101	1013	512	62	10	E		MEMBERSHIP DUES	480.00	545.00	545.00	555.00	1.83%
101	1014	512	15	10	E		FICA-EMPLOYER	114.10	86.00	106.03	86.00	0.00%
101	1014	512	16	16	E		MEDICARE-EMPLOYER	26.66	20.00	24.81	20.00	0.00%
101	1014	512	60	11	E		PLAN COMMISSION	1,316.10	1,375.00	1,599.24	1,375.00	0.00%
101	1014	512	61	11	E		PLAN COMMISSION	1,350.00	1,920.00	975.00	1,920.00	0.00%
101	1016	512	24	19	E		ENTERTAINMENT-SPL. EVENTS	2,965.51	2,040.00	1,740.60	800.00	-60.78%
101	1016	512	24	20	E		CAR SHOW				1,090.00	0.00%
101	1016	512	37	98	E		CAR SHOW				3,600.00	0.00%
101	1016	512	37	99	E		MISCELLANEOUS SUPPLIES	5,091.28	8,075.00	6,889.46	4,225.00	-47.68%
101	1017	512	24	12	E		PRINTING & BINDING	489.31	400.00	17.00	400.00	0.00%
101	1017	512	37	99	E		MISCELLANEOUS SUPPLIES	1,678.59	1,400.00	684.02	1,400.00	0.00%
101	1022	512	15	10	E		FICA-EMPLOYER		62.00			-100.00%
101	1022	512	16	16	E		MEDICARE-EMPLOYER		15.00			-100.00%
101	1022	512	60	12	E		APPEARANCE COMMISSION	949.28	1,000.00	201.84		-100.00%
101	1110	513	10	10	E		F-TIME & REG.PART-TIME	363,170.29	371,962.00	372,667.42	378,838.00	1.85%
101	1110	513	15	10	E		EMPLOYEE BENEFIT-FICA	19,437.23	23,198.00	19,170.46	23,488.00	1.25%
101	1110	513	16	14	E		TRAVEL, MEETING & CONF.	1,359.15	2,300.00	1,906.91	2,000.00	-13.04%
101	1110	513	16	15	E		TRAINING & SEMINARS	338.00	350.00	276.00	350.00	0.00%

101	1110	513	16	16	E	MEDICARE-EMPLOYER	5,042.55	5,426.00	5,181.74	5,493.00	1.23%
101	1110	513	16	33	E	IN-HOUSE TRAIN/EMP RECOG	7,076.41	10,000.00	6,745.44	10,000.00	0.00%
101	1110	513	24	12	E	PRINTING & BINDING	45.96	106.00	105.45	100.00	-5.66%
101	1110	513	31	99	E	MISCELLANEOUS OFFICE SUPL	226.81	244.00	236.52	250.00	2.46%
101	1110	513	37	80	E	GAS & FUEL	981.24	1,500.00	783.07	1,100.00	-26.67%
101	1110	513	37	99	E	MISCELLANEOUS SUPPLIES	21.49	150.00	16.94	150.00	0.00%
101	1111	513	10	10	E	F-TIME & REG.PART-TIME	107,876.16	107,552.00	111,894.64	111,153.00	3.35%
101	1111	513	15	10	E	EMPLOYEE BENEFIT-FICA	6,340.97	6,668.00	6,565.90	6,892.00	3.36%
101	1111	513	16	14	E	TRAVEL, MEETING & CONF.	81.95	300.00	300.00	300.00	0.00%
101	1111	513	16	16	E	MEDICARE-EMPLOYER	1,483.05	1,559.00	1,535.68	1,612.00	3.40%
101	1111	513	24	12	E	PRINTING & BINDING	2,817.24	2,850.00	2,676.51	2,850.00	0.00%
101	1111	513	24	15	E	EMPLOYEE PHYSICAL EXAM	8,885.00	12,000.00	12,107.00	12,000.00	0.00%
101	1111	513	24	16	E	RECRUITING AND TESTING	3,412.11	17,500.00	16,800.70	3,000.00	-82.86%
101	1111	513	24	99	E	OTHER PURCHASE-SERVICES	4,347.50	4,500.00	4,232.33	4,500.00	0.00%
101	1111	513	31	99	E	MISCELLANEOUS OFFICE SUPL	598.37	550.00	532.74	550.00	0.00%
101	1111	513	37	99	E	MISCELLANEOUS SUPPLIES	3,059.18	2,875.00	2,745.08	3,700.00	28.70%
101	1111	513	62	10	E	MEMBERSHIP DUES	2,355.00	2,405.00	2,043.00	2,405.00	0.00%
101	1112	513	10	10	E	F-TIME & REG.PART-TIME	50,027.49	54,130.00	54,120.79	58,276.00	7.66%
101	1112	513	15	10	E	EMPLOYEE BENEFIT-FICA	3,063.82	3,357.00	3,316.14	3,614.00	7.66%
101	1112	513	16	15	E	TRAINING & SEMINARS	656.25	1,175.00	809.00	1,175.00	0.00%
101	1112	513	16	16	E	MEDICARE-EMPLOYER	716.60	785.00	775.59	845.00	7.64%
101	1112	513	24	12	E	PRINTING & BINDING	29,821.80	28,243.00	23,739.51	22,756.00	-19.43%
101	1112	513	24	32	E	SOFTWARE SUPPORT & MAINT	1,254.90	2,297.00	2,197.89	2,398.00	4.40%
101	1112	513	24	99	E	OTHER PURCHASE-SERVICES	1,184.11	8,800.00	1,365.54	1,700.00	-80.68%
101	1112	513	31	17	E	POSTAGE	15,119.25	15,500.00	15,081.60	15,500.00	0.00%
101	1112	513	31	99	E	MISCELLANEOUS OFFICE SUPL	666.94	1,000.00	990.62	600.00	-40.00%
101	1112	513	32	14	E	COMPUTER SOFTWARE	1,157.87	500.00	470.00	500.00	0.00%
101	1112	513	37	99	E	MISCELLANEOUS SUPPLIES	96.18	200.00	50.24	200.00	0.00%
101	1112	513	39	99	E	OTHER OPERATING EQUIPMENT	2,770.08	900.00	826.00	1,360.00	51.11%
101	1112	513	55	60	E	OTHER OFFICE EQUIPMENT	11,674.57	2,503.00	1,942.57	1,000.00	-60.05%
101	1112	513	62	11	E	SUBSCRIPTIONS	310.00	510.00	455.00	560.00	9.80%
101	1117	513	10	10	E	F-TIME & REG.PART-TIME	245,798.74	246,068.00	247,420.89	254,917.00	3.60%
101	1117	513	10	99	E	OVERTIME PAY		100.00		100.00	0.00%
101	1117	513	15	10	E	EMPLOYEE BENEFIT-FICA	14,948.94	15,256.00	15,037.09	15,805.00	3.60%
101	1117	513	16	14	E	TRAVEL, MEETING & CONF.	938.13	1,250.00	1,167.07	1,250.00	0.00%
101	1117	513	16	15	E	TRAINING & SEMINARS	1,017.55	1,200.00	762.75	1,200.00	0.00%
101	1117	513	16	16	E	MEDICARE-EMPLOYER	3,496.27	3,568.00	3,516.76	3,696.00	3.59%
101	1117	513	24	12	E	PRINTING & BINDING	4,100.05	5,200.00	5,244.82	5,100.00	-1.92%
101	1117	513	24	32	E	SOFTWARE SUPPORT & MAINT	1,620.10	1,670.00	1,674.14	6,585.00	294.31%
101	1117	513	24	99	E	OTHER PURCHASE-SERVICES	8,107.89	7,741.00	7,746.18	7,200.00	-6.99%
101	1117	513	31	17	E	POSTAGE	942.28	1,050.00	1,074.83	1,125.00	7.14%
101	1117	513	31	99	E	MISCELLANEOUS OFFICE SUPL	3,381.39	3,200.00	2,848.56	4,000.00	25.00%
101	1117	513	37	10	E	UNIFORMS	609.97	700.00	661.99	500.00	-28.57%
101	1117	513	37	80	E	GAS & FUEL	3,874.58	3,400.00	2,765.03	3,600.00	5.88%
101	1117	513	37	81	E	SALON SUPPLIES	6,179.12	6,600.00	6,904.59	7,200.00	9.09%
101	1117	513	37	99	E	MISCELLANEOUS SUPPLIES	3,378.11	3,500.00	3,053.31	3,500.00	0.00%
101	1117	513	39	99	E	OTHER OPERATING EQUIPMENT	1,300.53	1,240.00	1,312.31	1,100.00	-11.29%
101	1117	513	52	10	E	LEASES-EQUIPMENTS	4,127.75	4,000.00	4,379.98	4,000.00	0.00%
101	1117	513	53	17	E	FITNESS ROOM R&M	1,500.00	1,400.00	1,310.45	1,500.00	7.14%
101	1117	513	62	10	E	MEMBERSHIP DUES	527.88	670.00	393.00	670.00	0.00%
101	1117	513	62	11	E	SUBSCRIPTIONS	211.34	561.00	548.86	581.00	3.57%
101	1117	513	63	99	E	OTHER COMM. CONTRIBUTION	15,000.00	15,000.00	15,829.31	15,000.00	0.00%
101	1117	513	69	22	E	LICENSES	770.64	1,078.00	958.00	1,078.00	0.00%
101	1117	513	69	31	E	SALON GRATUITIES	1,782.66	1,500.00	735.68	1,500.00	0.00%
101	1117	513	69	32	E	GIFT SHOP EXPENSE	2,477.52	1,500.00	4,774.03	3,000.00	100.00%
101	1117	513	71	12	E	ADULT GENERAL PROGRAM	3,675.00	6,000.00	6,565.10	6,000.00	0.00%
101	1117	513	72	12	E	ADULT GENERAL PROGRAM	1,398.13				0.00%
101	1117	513	72	41	E	BEVERAGE PURCHASES	3,532.40	4,000.00	2,611.35	4,000.00	0.00%
101	1117	513	72	42	E	SPECIALTY LINENS PURCH	2,397.52	2,600.00	2,545.10	2,600.00	0.00%

101	1117	513	72	43	E	WAITSTAFF SERVICES PURCH	2,910.88	5,700.00	1,543.24	2,200.00	-61.40%
101	1117	513	72	44	E	SENIOR HOLIDAY LUNCHEON	3,703.66	4,100.00	3,708.16	4,000.00	-2.44%
101	1117	513	72	45	E	SENIOR TRIPS EXPENSE	53,400.46	55,000.00	47,204.80	55,000.00	0.00%
101	1117	513	72	46	E	SENIOR HEALTH INS PGM	6,169.45				0.00%
101	1117	513	72	48	E	SNACKS	358.13	400.00	260.72	300.00	-25.00%
101	1117	513	72	49	E	SALON RETAIL EXPENSES		1,250.00	1,323.15	2,250.00	80.00%
101	1117	513	72	50	E	FACILITY SET UP EXPENSE		2,000.00	1,800.00	2,000.00	0.00%
101	1118	513	15	10	E	EMPLOYEE BENEFIT-FICA			267.39		0.00%
101	1118	513	15	11	E	UNEMPLOYMENT INSURANCE	24,174.06	15,000.00	3,868.55	15,000.00	0.00%
101	1118	513	16	12	E	MEDICAL-EMPLOYER	2,144,626.89	2,248,381.00	2,164,114.97	2,532,860.00	12.65%
101	1118	513	16	16	E	MEDICARE-EMPLOYER			311.43		0.00%
101	1118	513	16	17	E	EMPLOYER CONT. P.PENSION	1,654,144.06	1,634,855.00	1,641,414.22	1,737,778.00	6.30%
101	1118	513	16	18	E	SICK DAYS BUY BACK ONLY	123,448.85		322,932.09		0.00%
101	1118	513	16	30	E	OPT OUT MED INSURANCE	28,174.94	31,409.00	31,346.00	23,950.00	-23.75%
101	1118	513	16	32	E	HEALTH & WELLNESS PROG.	375.00	375.00	375.00	750.00	100.00%
101	1118	513	21	11	E	PROF-LEGAL	390,646.81	370,000.00	373,798.91	350,000.00	-5.41%
101	1118	513	21	12	E	PROSECUTORS	119,832.24	120,000.00	122,939.11	120,000.00	0.00%
101	1118	513	21	13	E	ADJUDICATOR	5,400.00	6,000.00	5,400.00	6,000.00	0.00%
101	1118	513	21	14	E	ENGINEERING	1,206.10	2,000.00	211.00	2,000.00	0.00%
101	1118	513	21	17	E	LEGISLATIVE LIAISON	42,000.00	42,000.00	42,000.00	42,000.00	0.00%
101	1118	513	21	99	E	OTHER PROFESSIONAL	9,746.84	4,860.00	2,795.12	4,860.00	0.00%
101	1118	513	24	12	E	PRINTING & BINDING	3,485.77	3,125.00	2,595.64	3,125.00	0.00%
101	1118	513	31	17	E	POSTAGE	52,862.98	55,850.00	49,249.16	55,850.00	0.00%
101	1118	513	31	99	E	MISCELLANEOUS OFFICE SUPL	39,509.99	51,029.00	40,750.11	51,250.00	0.43%
101	1118	513	37	98	E	GREEN INITIATIVE	1,676.95	1,300.00	1,257.77	1,300.00	0.00%
101	1118	513	37	99	E	MISCELLANEOUS SUPPLIES	11,263.16	13,750.00	12,999.31	13,500.00	-1.82%
101	1118	513	51	10	E	TELEPHONE	38,015.25	40,100.00	35,076.91	37,850.00	-5.61%
101	1118	513	51	12	E	CELLULAR PHONE	32,890.56	30,500.00	26,192.87	22,100.00	-27.54%
101	1118	513	51	13	E	ELECTRICITY	21,965.84	30,000.00	18,431.16	25,000.00	-16.67%
101	1118	513	51	14	E	NATURAL GAS	10,061.62	18,000.00	5,921.72	10,000.00	-44.44%
101	1118	513	52	11	E	RENTALS-EQUIPMENTS	20,049.18	21,860.00	20,974.69	22,450.00	2.70%
101	1118	513	55	60	E	OTHER OFFICE EQUIPMENT	4,452.82	7,000.00	5,519.80	7,100.00	1.43%
101	1118	513	56	15	E	NORTH AVENUE PROPERTY	2,227.57	3,000.00	1,512.43	3,000.00	0.00%
101	1118	513	69	39	E	MEMORIAL PARK BRICKS		100.00	94.49	100.00	0.00%
101	1118	513	69	40	E	COLLECTION AGENCY FEE	142,049.55	83,000.00	174,683.51	116,000.00	39.76%
101	1118	513	69	78	E	BANK FISCAL CHARGES	23,578.78	20,000.00	29,280.59	20,000.00	0.00%
101	1118	513	69	90	E	BAD DEBTS/WRITE OFF	25,000.00	25,000.00	25,000.00	25,000.00	0.00%
101	1210	521	10	10	E	F-TIME & REG.PART TIME	418,638.58	439,112.00	481,129.47	430,303.00	-2.01%
101	1210	521	10	99	E	OVERTIME PAY				500.00	0.00%
101	1210	521	15	10	E	FICA-EMPLOYER	14,394.34	15,377.00	14,862.55	15,679.00	1.96%
101	1210	521	16	14	E	TRAVEL, MEETING & CONF.	1,335.83	2,300.00	2,149.42	2,100.00	-8.70%
101	1210	521	16	15	E	TRAINING & SEMINARS	24,631.51	39,697.00	35,984.45	40,500.00	2.02%
101	1210	521	16	16	E	MEDICARE - EMPLOYER	5,786.23	6,363.00	6,284.24	6,079.00	-4.46%
101	1210	521	16	31	E	EMPLOYEE-SEVERANCE PAY		7,766.00	7,716.36		-100.00%
101	1210	521	24	12	E	PRINTING & BINDING	200.95	380.00	297.94	380.00	0.00%
101	1210	521	24	17	E	POLYGRAPH TEST	160.00	160.00		320.00	100.00%
101	1210	521	24	32	E	SOFTWARE SUPPORT & MAINT	8,429.00	1,999.00	1,411.11	1,949.00	-2.50%
101	1210	521	35	99	E	OTHER POLICE GEN.SUPLS.	36.74	200.00	74.93	200.00	0.00%
101	1210	521	37	10	E	UNIFORMS	41,468.13	39,265.00	39,627.90	41,900.00	6.71%
101	1210	521	62	10	E	MEMBERSHIP DUES	990.00	1,110.00	978.00	2,060.00	85.59%
101	1210	521	62	11	E	SUBSCRIPTIONS	51.24	295.00		295.00	0.00%
101	1210	521	69	13	E	ACCREDITATION (CALEA)	6,725.78	5,545.00	5,366.65	7,420.00	33.81%
101	1210	521	69	14	E	MISCELLANEOUS LICENSES	275.00	275.00	275.00	300.00	9.09%
101	1210	911	81	10	E	POLICE DEPARTMENT				500.00	0.00%
101	1211	522	10	10	E	F-TIME & REG.PART TIME	3,611,204.18	3,606,886.00	3,586,608.46	3,615,329.00	0.23%
101	1211	522	10	11	E	HOLIDAY PAY	225,664.67	245,000.00	208,794.88	245,000.00	0.00%
101	1211	522	10	12	E	PART TIME OFFICER	10,065.44	12,000.00	10,529.33	12,000.00	0.00%
101	1211	522	10	13	E	DETAIL PAY	6,612.50	7,000.00	7,240.00	7,000.00	0.00%
101	1211	522	10	99	E	OVERTIME PAY	335,417.92	339,385.00	288,090.06	319,639.00	-5.82%

101	1211	522	15	10	E	FICA-EMPLOYER	18,794.23	20,228.00	19,452.88	20,514.00	1.41%
101	1211	522	16	16	E	MEDICARE - EMPLOYER	55,469.04	59,015.00	56,602.43	60,355.00	2.27%
101	1211	522	16	31	E	EMPLOYEE-SEVERANCE PAY	48,889.97	1.00		14,106.00	0.00%
101	1211	522	35	11	E	AMMUNITIONS	2,225.04	15,740.00	15,710.02	12,000.00	-23.76%
101	1211	522	35	12	E	TARGETS FOR GUN RANGE	255.68	400.00	384.82	400.00	0.00%
101	1211	522	35	13	E	K-9	349.42	350.00	350.00	700.00	100.00%
101	1211	522	35	14	E	DOG FOOD	369.98	850.00	809.40	700.00	-17.65%
101	1211	522	35	15	E	VETERINARY COST	462.58	2,900.00	1,694.91	1,500.00	-48.28%
101	1211	522	35	99	E	OTHER POLICE GEN.SUPPLIES	1,762.76	1,850.00	1,839.63	4,350.00	135.14%
101	1211	522	37	84	E	CAR WASH	1,947.00	2,000.00	1,748.70	2,000.00	0.00%
101	1211	522	37	99	E	MISCELLANEOUS SUPPLIES	1,354.59	2,600.00	2,525.54	2,600.00	0.00%
101	1211	522	53	10	E	POLICE DEPARTMENT	907.95	2,100.00	1,951.10	2,100.00	0.00%
101	1211	911	81	10	E	POLICE DEPARTMENT		7,772.00	7,144.70	5,000.00	-35.67%
101	1212	523	10	10	E	F-TIME & REG.PART TIME	990,573.63	1,081,345.00	1,061,780.40	1,155,172.00	6.83%
101	1212	523	10	11	E	HOLIDAY PAY	19,476.14	18,364.00	19,046.08	21,272.00	15.84%
101	1212	523	10	99	E	OVERTIME PAY	85,829.77	97,440.00	109,601.75	94,387.00	-3.13%
101	1212	523	15	10	E	FICA-EMPLOYER	3,463.54	3,863.00	3,447.36	3,927.00	1.66%
101	1212	523	16	16	E	MEDICARE - EMPLOYER	15,263.19	19,092.00	16,846.75	18,427.00	-3.48%
101	1212	523	16	31	E	EMPLOYEE-SEVERANCE PAY		1.00			-100.00%
101	1212	523	24	99	E	OTHER PURCHASE-SERVICES	7,963.74	7,500.00	7,192.40	7,406.00	-1.25%
101	1212	523	35	16	E	INVESTIGATION-CONTINGENCY	750.00	750.00	750.00	750.00	0.00%
101	1212	523	35	99	E	OTHER POLICE GEN.SUPPLIES	1,214.27	2,000.00	1,947.85	2,000.00	0.00%
101	1212	523	52	10	E	LEASES-EQUIPMENTS	408.00	625.00	408.00	625.00	0.00%
101	1212	523	62	10	E	MEMBERSHIP DUES	250.00	375.00	335.00	375.00	0.00%
101	1212	523	62	11	E	SUBSCRIPTIONS	554.16	769.00	706.50	720.00	-6.37%
101	1212	523	69	79	E	TOWING EXPENSE		438.00		500.00	14.16%
101	1213	524	10	10	E	F-TIME & REG.PART-TIME	1,004,578.67	979,545.00	946,657.61	566,797.00	-42.14%
101	1213	524	10	11	E	HOLIDAY PAY	26,937.60	29,186.00	28,157.35	11,388.00	-60.98%
101	1213	524	10	13	E	CROSSING GUARDS	49,070.50	51,000.00	50,634.50	51,000.00	0.00%
101	1213	524	10	99	E	OVERTIME PAY	22,786.02	34,500.00	52,197.05	12,500.00	-63.77%
101	1213	524	15	10	E	FICA-EMPLOYER	57,170.27	64,392.00	60,823.57	30,978.00	-51.89%
101	1213	524	16	16	E	MEDICARE - EMPLOYER	14,643.30	16,714.00	15,368.82	8,620.00	-48.43%
101	1213	524	16	31	E	EMPLOYEE-SEVERANCE PAY		23,046.00	23,045.61		-100.00%
101	1213	524	24	12	E	PRINTING & BINDING	8,347.43	9,500.00	9,467.79	9,500.00	0.00%
101	1213	524	24	26	E	COMPUTER DATA ACCESS	21,357.57	22,620.00	16,643.46	24,920.00	10.17%
101	1213	524	31	99	E	MISCELLANEOUS OFFICE SUPL	888.96	1,200.00	1,168.93	1,200.00	0.00%
101	1213	524	35	15	E	VETERINARY COST	314.30	500.00	206.00	500.00	0.00%
101	1213	524	35	99	E	OTHER POLICE GEN.SUPPLIES	2,955.44	3,800.00	3,721.76	3,800.00	0.00%
101	1213	524	37	80	E	GAS & FUEL	97,677.94	94,750.00	72,387.90	85,000.00	-10.29%
101	1213	524	51	10	E	TELEPHONE	359.40	360.00	359.40	360.00	0.00%
101	1213	524	52	10	E	LEASES-EQUIPMENTS	13,985.92	14,475.00	14,312.61	14,475.00	0.00%
101	1213	524	53	10	E	POLICE DEPARTMENT	30,783.21	58,535.00	57,813.35	68,535.00	17.08%
101	1213	524	62	10	E	MEMBERSHIP DUES	92.00	95.00	92.00		-100.00%
101	1213	524	69	24	E	ANIMAL IMPOUNDMENT	2,121.30	3,150.00	3,202.15	3,150.00	0.00%
101	1213	524	69	80	E	RODENT TRAPPING	400.00	1,700.00	1,700.00	1,700.00	0.00%
101	1213	524	69	81	E	CONSOLIDATED DISPATCH EXP		225,000.00	202,002.34	524,373.00	133.05%
101	1213	911	82	10	E	VEHICLES	370.23	1,000.00	672.43	1,000.00	0.00%
101	1214	525	35	99	E	OTHER POLICE GEN.SUPPLIES	2,994.25	10,000.00	9,345.56	7,500.00	-25.00%
101	1299	521	58	10	E	PULL TAB TAX		2,500.00	630.55	2,500.00	0.00%
101	1299	521	58	11	E	D.U.I.	31,430.05	35,684.00	33,036.86	30,524.00	-14.46%
101	1299	521	58	12	E	CHAPTER 56.5 DRUG FINES	22,688.52	6,767.00	3,995.40	3,000.00	-55.67%
101	1299	521	58	14	E	SEX OFFENDER REGIST FUND		3,000.00		3,000.00	0.00%
101	1299	521	58	16	E	LOCAL LAW ENF. BLCK GRANT	4,343.36	708.00	1,041.37		-100.00%
101	1299	521	58	17	E	JUVENILE DIVERSION PROG	1,529.81				0.00%
101	1299	521	58	18	E	G.R.E.A.T. PROGRAM		216.00			-100.00%
101	1299	521	58	19	E	LOCAL MISC. DONATION	4,359.10	7,778.00	11,708.26		-100.00%
101	1299	521	58	20	E	STATE TOBACCO GRANTS	3,884.78	5,000.00	729.86	5,000.00	0.00%
101	1299	521	58	22	E	SUPERVISION FINES	58,446.85	25,000.00	15,605.57	25,000.00	0.00%
101	1299	521	58	23	E	ELECTRONIC CITATION FEES		2,000.00		2,000.00	0.00%

101	1299	521	58	25	E	EVIDENCE SEIZED CASH	14,145.61					0.00%
101	1299	521	58	26	E	STATE FORFEITURES FUND	10,331.55		422.30			0.00%
101	1299	521	58	27	E	FEDERAL FORFEITURE FUND	27,503.73		1,120.00			0.00%
101	1299	521	58	28	E	DARE ACCOUNT	8,187.69		450.00			0.00%
101	1299	521	69	50	E	MISC. SAFETY TOWN EXPENSE	3,999.62	4,000.00		4,000.00		0.00%
101	1310	514	10	10	E	F-TIME & REG.PART TIME	418,218.67	304,189.00	304,645.00	321,969.00		5.85%
101	1310	514	10	99	E	OVERTIME PAY		6.00	6.18			-100.00%
101	1310	514	15	10	E	FICA-EMPLOYER	22,243.42	18,930.00	17,741.79	19,962.00		5.45%
101	1310	514	16	14	E	TRAVEL, MEETING & CONF.	436.98	150.00	53.63	150.00		0.00%
101	1310	514	16	15	E	TRAINING & SEMINARS	1,666.81	1,550.00	1,247.15	1,300.00		-16.13%
101	1310	514	16	16	E	MEDICARE-EMPLOYER	5,279.00	4,427.00	4,290.83	4,669.00		5.47%
101	1310	514	21	10	E	AUDITING	35,673.00	32,260.00	31,410.00	37,910.00		17.51%
101	1310	514	21	99	E	OTHER PROFESSIONAL	49.00	8,175.00	175.00	5,000.00		-38.84%
101	1310	514	24	12	E	PRINTING & BINDING	3,635.53	3,700.00	3,832.69	3,800.00		2.70%
101	1310	514	31	12	E	FILING SUPPLIES	348.61	250.00		250.00		0.00%
101	1310	514	31	99	E	MISCELLANEOUS OFFICE SUPL	1,229.23	2,050.00	1,119.06	3,300.00		60.98%
101	1310	514	55	60	E	OTHER OFFICE EQUIPMENT				175.00		0.00%
101	1310	514	62	10	E	MEMBERSHIP DUES	650.00	650.00	650.00	650.00		0.00%
101	1410	515	10	10	E	F-TIME & REG.PART TIME	448,667.56	422,370.00	410,015.49	463,136.00		9.65%
101	1410	515	10	98	E	TEMPORARY HELP	8,886.00	4,082.00	2,763.78	5,402.00		32.34%
101	1410	515	10	99	E	OVERTIME PAY	5.63	28.00	85.52	100.00		257.14%
101	1410	515	15	10	E	FICA-EMPLOYER	27,355.28	26,188.00	23,962.99	29,050.00		10.93%
101	1410	515	16	14	E	TRAVEL, MEETING & CONF.	213.79	227.00	226.50	300.00		32.16%
101	1410	515	16	15	E	TRAINING & SEMINARS				120.00		0.00%
101	1410	515	16	16	E	MEDICARE - EMPLOYER	6,484.12	6,125.00	5,798.67	6,794.00		10.92%
101	1410	515	24	12	E	PRINTING & BINDING	4,782.24	5,342.00	3,722.37	7,300.00		36.65%
101	1410	515	24	13	E	PUBLICATIONS	1,316.45	1,924.00	1,924.01	2,000.00		3.95%
101	1410	515	24	99	E	OTHER PURCHASE-SERVICES	13,760.84	15,993.00	19,485.85	32,000.00		100.09%
101	1410	515	31	99	E	MISCELLANEOUS OFFICE SUPL	745.06	877.00	876.01	800.00		-8.78%
101	1410	515	37	10	E	UNIFORMS/PPE	432.00	437.00	437.00	450.00		2.97%
101	1410	515	37	99	E	MISCELLANEOUS SUPPLIES	730.51	508.00	507.57	700.00		37.80%
101	1410	515	51	10	E	TELEPHONE	4,604.26	5,530.00	5,272.37	5,530.00		0.00%
101	1410	515	52	10	E	LEASES-EQUIPMENTS	4,207.53	5,000.00	4,994.98	5,000.00		0.00%
101	1410	515	55	60	E	OTHER OFFICE EQUIPMENT	52.43	1,338.00		4,200.00		213.90%
101	1410	515	62	10	E	MEMBERSHIP DUES	618.00	867.00	866.80	800.00		-7.73%
101	1412	515	10	10	E	F-TIME & REG.PART TIME	265,755.04	288,480.00	296,735.39	342,137.00		18.60%
101	1412	515	10	99	E	OVERTIME PAY		14.00	13.61			-100.00%
101	1412	515	15	10	E	FICA-EMPLOYER	16,058.55	17,886.00	18,058.36	21,213.00		18.60%
101	1412	515	16	14	E	TRAVEL, MEETING & CONF.	288.53	500.00	70.00	300.00		-40.00%
101	1412	515	16	15	E	TRAINING & SEMINARS	2,907.50	3,365.00	2,660.00	3,365.00		0.00%
101	1412	515	16	16	E	MEDICARE - EMPLOYER	3,755.55	4,184.00	4,223.27	4,961.00		18.57%
101	1412	515	21	16	E	PLUMBING INSPECTOR		13,950.00	6,367.70			-100.00%
101	1412	515	24	99	E	OTHER PURCHASE-SERVICES				12,000.00		0.00%
101	1412	515	31	99	E	MISCELLANEOUS OFFICE SUPL	50.00					0.00%
101	1412	515	37	10	E	UNIFORMS/PPE	888.00	1,143.00	1,143.00	1,125.00		-1.57%
101	1412	515	37	80	E	GAS & FUEL	4,866.86	5,560.00	3,400.70	3,210.00		-42.27%
101	1412	515	37	99	E	MISCELLANEOUS SUPPLIES	641.47	463.00	463.31	600.00		29.59%
101	1412	515	39	99	E	OTHER OPERATING EQUIPMENT	2,231.25	2,637.00	2,627.06	3,000.00		13.77%
101	1412	515	55	60	E	OTHER OFFICE EQUIPMENT	795.00	925.00	892.00	544.00		-41.19%
101	1412	515	62	10	E	MEMBERSHIP DUES	570.00	600.00	445.00	430.00		-28.33%
101	1510	515	10	10	E	F-TIME & REG.PART TIME	20,921.17	22,231.00	22,053.66	46,166.00		107.66%
101	1510	515	15	10	E	FICA-EMPLOYER	1,258.40	1,378.00	1,316.91	2,863.00		107.76%
101	1510	515	16	15	E	TRAINING & SEMINARS	626.00	650.00	470.00	800.00		23.08%
101	1510	515	16	16	E	MEDICARE - EMPLOYER	294.29	322.00	308.06	669.00		107.76%
101	1510	515	21	14	E	ENGINEERING		12,460.00	12,459.27	7,000.00		-43.82%
101	1510	515	24	12	E	PRINTING & BINDING	25.00	100.00	119.00	150.00		50.00%
101	1510	515	24	32	E	SOFTWARE SUPPORT/MAINT	396.64	500.00	397.15	500.00		0.00%
101	1510	515	31	99	E	MISCELLANEOUS OFFICE SUPL	282.03	150.00	49.94	500.00		233.33%
101	1510	515	37	10	E	UNIFORMS/PPE	101.89	300.00	119.83	300.00		0.00%

101	1510	515	37	80	E	GAS & FUEL	521.90	500.00	497.67	500.00	0.00%
101	1510	515	37	99	E	MISCELLANEOUS SUPPLIES	68.83	300.00	270.63	300.00	0.00%
101	1510	515	62	10	E	MEMBERSHIP DUES	528.28	829.00	435.50	900.00	8.56%
101	1510	515	62	11	E	SUBSCRIPTIONS		100.00			-100.00%
101	1510	531	10	10	E	F-TIME & REG.PART-TIME	156,320.24	150,962.00	152,518.00	157,045.00	4.03%
101	1510	531	15	10	E	FICA-EMPLOYER	8,492.99	9,360.00	8,352.22	9,737.00	4.03%
101	1510	531	16	14	E	TRAVEL, MEETING & CONF.	201.20	750.00	373.05	500.00	-33.33%
101	1510	531	16	15	E	TRAINING & SEMINARS	30.00	250.00	210.00	250.00	0.00%
101	1510	531	16	16	E	MEDICARE - EMPLOYER	2,072.06	2,189.00	2,099.66	2,277.00	4.02%
101	1510	531	22	99	E	OTHER EQUIPMENT	1,952.88	2,000.00	1,952.88	2,000.00	0.00%
101	1510	531	24	12	E	PRINTING & BINDING	50.00	100.00	100.00	475.00	375.00%
101	1510	531	31	10	E	BINDERS & ACCESSORIES		100.00		100.00	0.00%
101	1510	531	31	99	E	MISCELLANEOUS OFFICE SUPL	201.90	250.00	171.08	250.00	0.00%
101	1510	531	37	10	E	UNIFORMS	127.50	300.00	220.99	300.00	0.00%
101	1510	531	37	80	E	GAS & FUEL	1,284.09	1,500.00	657.27	1,000.00	-33.33%
101	1510	531	51	14	E	NATURAL GAS	5,730.41		3,392.95		0.00%
101	1510	531	52	10	E	LEASES-EQUIPMENTS	2,603.99	2,785.00	2,611.62	2,785.00	0.00%
101	1510	531	56	14	E	PUBLIC WORKS FACILITIES	47.70	200.00	33.40	200.00	0.00%
101	1510	531	62	10	E	MEMBERSHIP DUES	448.00	500.00	184.00	500.00	0.00%
101	1511	532	10	99	E	F-TIME & REG.PART-TIME	889,047.44	946,713.00	919,466.42	1,020,888.00	7.84%
101	1511	532	10	10	E	TEMPORARY HELP	8,837.36	2,200.00	2,093.12	13,600.00	518.18%
101	1511	532	10	98	E	OVERTIME PAY	48,368.88	45,000.00	32,157.12	45,000.00	0.00%
101	1511	532	15	10	E	FICA-EMPLOYER	56,863.35	61,622.00	57,398.07	66,927.00	8.61%
101	1511	532	16	14	E	TRAVEL, MEETING & CONF.	205.00	300.00	179.00	300.00	0.00%
101	1511	532	16	15	E	TRAINING & SEMINARS	2,014.43	3,500.00	3,056.00	3,500.00	0.00%
101	1511	532	16	16	E	MEDICARE - EMPLOYER	13,298.74	14,412.00	13,423.59	15,654.00	8.62%
101	1511	532	16	31	E	EMPLOYEE SEVERANCE PAY				11,343.00	0.00%
101	1511	532	21	14	E	ENGINEERING	2,500.00	11,200.00	1,416.95	3,000.00	-73.21%
101	1511	532	23	10	E	DEBRIS REMOVAL	75,907.46	60,000.00	37,665.94	40,000.00	-33.33%
101	1511	532	23	14	E	CURB-CUT PROGRAM	2,160.00	7,500.00	4,300.00	5,000.00	-33.33%
101	1511	532	23	99	E	OTHER PROPERTY SERVICES	43,732.00	46,601.00	43,732.00	47,200.00	1.29%
101	1511	532	24	12	E	PRINTING & BINDING		200.00	119.00	200.00	0.00%
101	1511	532	24	13	E	CONTRACTUAL SERVICES	33,932.25	57,576.00	42,920.00	1,000.00	-98.26%
101	1511	532	31	99	E	MISCELLANEOUS OFFICE SUPL	1,096.64	1,500.00	892.35	2,200.00	46.67%
101	1511	532	34	13	E	LANDSCAPING SUPPLIES	1,796.20	2,500.00	2,023.05	2,500.00	0.00%
101	1511	532	37	10	E	UNIFORMS/PPE	3,699.80	5,500.00	4,769.82	5,500.00	0.00%
101	1511	532	37	11	E	CHEMICALS		100.00	100.00	100.00	0.00%
101	1511	532	37	80	E	GAS & FUEL	41,580.74	45,000.00	25,726.69	40,000.00	-11.11%
101	1511	532	37	99	E	MISCELLANEOUS SUPPLIES	3,230.23	3,500.00	2,795.14	4,000.00	14.29%
101	1511	532	51	11	E	PAGER	920.81	935.00	830.92		-100.00%
101	1511	532	51	12	E	CELLULAR PHONE				360.00	0.00%
101	1511	532	51	13	E	ELECTRICITY	78,359.09	100,000.00	78,805.29	90,000.00	-10.00%
101	1511	532	52	11	E	RENTALS-EQUIPMENTS	3,500.00	3,400.00	2,350.00	3,800.00	11.76%
101	1511	532	53	13	E	PUBLIC WORKS-STREET DIV.	4,591.37	9,200.00	5,800.50	9,200.00	0.00%
101	1511	532	57	14	E	STREET SIGNS/LIGHTS MAINT	15,587.96	21,500.00	19,764.66	32,000.00	48.84%
101	1511	532	57	15	E	STREET MAINT. & REPAIRS	32,033.21	50,000.00	45,219.98	55,000.00	10.00%
101	1511	532	57	16	E	GROUPS MAINTENANCE	1,195.26	1,500.00	683.04	500.00	-66.67%
101	1511	532	57	17	E	STORMWATER MAINTENANCE	48,835.35	43,000.00	38,915.57		-100.00%
101	1511	911	81	13	E	PUBLIC WORKS-STREETS	3,399.98	9,300.00	4,668.72	10,000.00	7.53%
101	1515	533	10	10	E	F-TIME & REG.PART-TIME	183,620.45	193,308.00	192,821.27	204,361.00	5.72%
101	1515	533	10	99	E	OVERTIME PAY	3,798.98	3,000.00	2,077.24	3,000.00	0.00%
101	1515	533	15	10	E	FICA-EMPLOYER	11,213.03	12,171.00	11,585.35	12,856.00	5.63%
101	1515	533	16	15	E	TRAINING & SEMINARS	1,055.00	1,500.00	522.00	800.00	-46.67%
101	1515	533	16	16	E	MEDICARE - EMPLOYER	2,622.45	2,846.00	2,709.57	3,007.00	5.66%
101	1515	533	23	10	E	DEBRIS REMOVAL	1,645.00	2,000.00	1,730.00	2,000.00	0.00%
101	1515	533	24	12	E	PRINTING & BINDING		100.00	14.50	100.00	0.00%
101	1515	533	24	32	E	SOFTWARE SUPPORT & MAINT	6,959.50	3,625.00	4,375.00	6,100.00	68.28%
101	1515	533	31	99	E	MISCELLANEOUS OFFICE SUPL	100.00	100.00	91.54	100.00	0.00%
101	1515	533	37	10	E	UNIFORMS	975.00	975.00	967.22	975.00	0.00%

101	1515	533	37	11	E	CHEMICALS	1,187.29	1,550.00	1,157.19	1,550.00	0.00%
101	1515	533	37	71	E	SENIOR CENTER	739.82	1,500.00	1,293.31	500.00	-66.67%
101	1515	533	37	72	E	REPAIR SUPPLIES POLICE	15,091.60	22,000.00	17,622.55	18,000.00	-18.18%
101	1515	533	37	73	E	REPAIR SUPPLIES-P/R/F	26,459.55	30,000.00	26,916.12	28,000.00	-6.67%
101	1515	533	37	74	E	REPAIR SUPPLIES STREETS	40,940.41	42,000.00	31,279.66	43,000.00	2.38%
101	1515	533	37	75	E	REPAIR SUPPLIES FLEETS	484.94	500.00	511.44	400.00	-20.00%
101	1515	533	37	76	E	REPAIR SUPPLIES ESDA	600.00	1,500.00	1,557.48	2,000.00	33.33%
101	1515	533	37	77	E	REPAIR SUPPLIES COM DEV	1,413.77	2,250.00	2,295.85	2,500.00	11.11%
101	1515	533	37	78	E	REPAIR SUPPLIES ADMIN	174.97	1,000.00	521.47	1,500.00	50.00%
101	1515	533	37	79	E	REPAIR SUPPLIES PS ADMIN	362.94	500.00	100.02	500.00	0.00%
101	1515	533	37	80	E	GAS & FUEL	152.15	500.00	92.01	300.00	-40.00%
101	1515	533	37	98	E	MISC. INVENTORY SUPPLIES	4,997.36	4,500.00	4,459.36	4,000.00	-11.11%
101	1515	533	37	99	E	MISCELLANEOUS SUPPLIES	9,809.14	8,500.00	8,499.78	8,500.00	0.00%
101	1515	533	39	12	E	FLEET MAINTENANCE	1,339.99	600.00	637.90	2,150.00	258.33%
101	1515	533	51	11	E	PAGER	206.73	240.00	179.93		-100.00%
101	1515	533	52	10	E	LEASES-EQUIPMENTS	1,072.60	1,500.00	1,202.68	1,500.00	0.00%
101	1515	533	53	12	E	PUBLIC WORKS-FLEET MAINT	4,005.81	2,500.00	862.00	2,500.00	0.00%
101	1515	533	62	10	E	MEMBERSHIP DUES	30.00	300.00	30.00	390.00	30.00%
101	1616	534	10	10	E	F-TIME & REG.PART TIME	1,017,214.11	997,577.00	1,001,744.34	981,783.00	-1.58%
101	1616	534	10	98	E	TEMPORARY HELP	24,505.55	28,500.00	25,177.15	26,000.00	-8.77%
101	1616	534	10	99	E	OVERTIME PAY	45,156.72	30,000.00	18,907.34	30,000.00	0.00%
101	1616	534	15	10	E	FICA-EMPLOYER	65,399.23	66,320.00	63,182.95	64,498.00	-2.75%
101	1616	534	16	14	E	TRAVEL, MEETING & CONF.	145.67	1,216.00	1,175.23	700.00	-42.43%
101	1616	534	16	15	E	TRAINING & SEMINARS	320.00	2,394.00	1,966.00	2,340.00	-2.26%
101	1616	534	16	16	E	MEDICARE-EMPLOYER	15,295.08	15,518.00	14,776.70	15,084.00	-2.80%
101	1616	534	23	10	E	DEBRIS REMOVAL	973.55	5,000.00	5,483.73	5,000.00	0.00%
101	1616	534	23	15	E	ADOPT A STREET PROGRAM		200.00		50.00	-75.00%
101	1616	534	24	32	E	SOFTWARE SUPPORT & MAINT	2,860.00	3,000.00	3,000.00	3,232.00	7.73%
101	1616	534	24	99	E	OTHER PURCHASE-SERVICES	88,176.14	49,110.00	55,866.44	54,150.00	10.26%
101	1616	534	31	99	E	MISCELLANEOUS OFFICE SUPL				268.00	0.00%
101	1616	534	34	10	E	TOPDRESSING SOIL	5,042.44	5,577.00	3,820.50	6,000.00	7.58%
101	1616	534	34	11	E	GRAVEL AND SAND	1,362.70	1,500.00	1,040.99	1,500.00	0.00%
101	1616	534	34	13	E	LANDSCAPING SUPPLIES	10,901.36	13,230.00	8,847.96	12,000.00	-9.30%
101	1616	534	34	14	E	FERTILIZER	11,901.29	11,100.00	11,213.69	12,500.00	12.61%
101	1616	534	37	10	E	UNIFORMS	5,412.65	5,500.00	4,621.43	5,500.00	0.00%
101	1616	534	37	80	E	GAS & FUEL	39,914.40	42,000.00	27,983.50	32,000.00	-23.81%
101	1616	534	37	99	E	MISCELLANEOUS SUPPLIES	42,618.77	44,466.00	42,136.07	32,050.00	-27.92%
101	1616	534	39	10	E	PARKS & GROUNDS TOOLS	786.70	2,193.00	2,191.88	2,250.00	2.60%
101	1616	534	51	11	E	PAGER	1,309.26	1,320.00	1,160.80		-100.00%
101	1616	534	51	13	E	ELECTRICITY	26,978.60	30,000.00	29,543.17	30,000.00	0.00%
101	1616	534	52	10	E	LEASES-EQUIPMENTS				800.00	0.00%
101	1616	534	52	11	E	RENTALS-EQUIPMENTS	6,618.18	6,800.00	6,163.56	7,500.00	10.29%
101	1616	534	53	16	E	PARKS & GROUNDS EQUIPMENT	2,586.25	4,879.00	4,367.67	5,000.00	2.48%
101	1616	534	53	17	E	PLAYGROUND R&M			104.72	16,100.00	0.00%
101	1616	534	62	10	E	MEMBERSHIP DUES	270.00	190.00	130.00	640.00	236.84%
101	1616	537	24	98	E	TREE REMOVAL/REPLACEMENT	509,175.75	60,118.00	49,816.50	58,400.00	-2.86%
101	1616	537	37	10	E	UNIFORMS PPE	1,025.33	1,000.00	780.13	750.00	-25.00%
101	1616	537	39	10	E	PARKS & GROUNDS TOOLS	1,286.30	1,000.00	628.64	1,000.00	0.00%
101	1616	537	62	10	E	MEMBERSHIP DUES	508.83	650.00	542.88	650.00	0.00%
101	1616	911	82	12	E	PARKS & GROUNDS EQUIP.	6,179.00	21,790.00	21,790.12	28,100.00	28.96%
101	1616	911	87	14	E	PARKS AND GROUNDS	5,929.96	6,500.00	6,500.00	8,000.00	23.08%
101	1617	511	10	10	E	F-TIME & REG.PART-TIME	628,702.50	646,991.00	650,350.27	674,082.00	4.19%
101	1617	511	10	99	E	OVERTIME PAY	7,706.32	8,500.00	5,257.79	7,000.00	-17.65%
101	1617	511	15	10	E	FICA-EMPLOYER	37,586.04	40,013.00	39,767.32	41,793.00	4.45%
101	1617	511	16	14	E	TRAVEL, MEETING & CONF.		200.00		200.00	0.00%
101	1617	511	16	15	E	TRAINING & SEMINARS	27.70	500.00		1,000.00	100.00%
101	1617	511	16	16	E	MEDICARE-EMPLOYER	8,790.68	9,381.00	9,300.67	9,774.00	4.19%
101	1617	511	24	12	E	PRINTING & BINDING		425.00		425.00	0.00%
101	1617	511	24	99	E	OTHER PURCHASE-SERVICES	43,920.72	59,041.00	41,032.74	53,151.00	-9.98%

101	1617	511	31	99	E	MISCELLANEOUS OFFICE SUPL		200.00	9.99	200.00	0.00%
101	1617	511	33	10	E	JANITORIAL SUPPLIES	15,980.04	21,000.00	19,542.49	18,000.00	-14.29%
101	1617	511	33	12	E	ELECTRICAL SUPPLIES	49,818.69	7,500.00	7,707.56	7,200.00	-4.00%
101	1617	511	33	13	E	HARDWARE SUPPLIES	2,788.77	4,000.00	3,989.09	4,000.00	0.00%
101	1617	511	33	15	E	PLUMBING SUPPLIES	3,626.37	2,000.00	1,946.85	2,000.00	0.00%
101	1617	511	33	16	E	LUMBER SUPPLIES	428.84	500.00	290.05	500.00	0.00%
101	1617	511	33	99	E	OTHER BLDG. MAINT. SUPPLY	1,485.96	2,200.00	444.54	2,400.00	9.09%
101	1617	511	37	10	E	UNIFORMS	2,681.48	3,750.00	2,695.62	3,000.00	-20.00%
101	1617	511	37	80	E	GAS & FUEL	9,202.43	9,000.00	5,734.99	7,000.00	-22.22%
101	1617	511	37	99	E	MISCELLANEOUS SUPPLIES	5,485.77	5,500.00	4,908.28	5,500.00	0.00%
101	1617	511	39	11	E	BLDG. MAINTENANCE TOOLS	1,124.48	2,000.00	1,783.39	3,200.00	60.00%
101	1617	511	51	11	E	PAGER	895.81	900.00	1,008.90		-100.00%
101	1617	511	53	11	E	BUILDING MAINTENANCE	3,312.59	2,100.00	832.44	2,100.00	0.00%
101	1617	511	56	12	E	MAINTENANCE BUILDING	44,750.66	46,995.00	36,495.72	51,450.00	9.48%
101	1810	517	10	10	E	F-TIME & REG.PART-TIME	278,121.38	281,405.00	282,370.48	289,259.00	2.79%
101	1810	517	10	98	E	TEMPORARY HELP	2,494.76	1,900.00	1,860.37	3,000.00	57.89%
101	1810	517	10	99	E	OVERTIME PAY	544.17	750.00	3.09	1,000.00	33.33%
101	1810	517	15	10	E	FICA-EMPLOYER	16,460.35	17,728.00	16,758.28	18,168.00	2.48%
101	1810	517	16	14	E	TRAVEL, MEETING & CONF.	41.16	100.00		100.00	0.00%
101	1810	517	16	15	E	TRAINING & SEMINARS	237.00	250.00	37.11	250.00	0.00%
101	1810	517	16	16	E	MEDICARE-EMPLOYER	3,849.79	4,146.00	3,919.32	4,250.00	2.51%
101	1810	517	21	99	E	PROFESSIONAL-OTHERS	5,495.00	3,295.00	897.80	1,495.00	-54.63%
101	1810	517	24	12	E	PRINTING & BINDING	8,904.34	9,895.00	1,621.48	13,250.00	33.91%
101	1810	517	24	14	E	ADVERTISING	3,292.45	2,500.00	3,293.32	3,250.00	30.00%
101	1810	517	31	99	E	MISCELLANEOUS OFFICE SUPL	135.53	200.00	190.78	250.00	25.00%
101	1810	517	37	99	E	MISCELLANEOUS SUPPLIES	8,132.76	7,525.00	7,637.01	8,325.00	10.63%
101	1810	517	55	60	E	OTHER OFFICE EQUIPMENT		650.00	689.49		-100.00%
101	1810	517	62	10	E	MEMBERSHIP DUES	400.00	410.00	459.00	410.00	0.00%
101	1810	517	69	21	E	RECORDING FEES	1,929.00	1,750.00	521.50	1,750.00	0.00%
101	1810	517	69	22	E	LICENSES	1,358.10	1,500.00	1,553.37	1,500.00	0.00%
101	1811	517	10	10	E	F-TIME & REG.PART-TIME	160,054.26	125,078.00	125,195.58	129,810.00	3.78%
101	1811	517	10	99	E	OVERTIME PAY		750.00		1,000.00	33.33%
101	1811	517	15	10	E	FICA-EMPLOYER	11,250.36	9,261.00	7,629.56	8,110.00	-12.43%
101	1811	517	16	14	E	TRAVEL, MEETING & CONF.	43.24	250.00	39.70	150.00	-40.00%
101	1811	517	16	15	E	TRAINING & SEMINARS	120.00	150.00		10,150.00	6666.67%
101	1811	517	16	16	E	MEDICARE-EMPLOYER	2,631.12	1,814.00	1,784.32	1,897.00	4.58%
101	1811	517	21	15	E	NETWORK-CONSULTING	65,600.77	157,403.00	156,950.91	143,000.00	-9.15%
101	1811	517	22	10	E	COMPUTER EQUIPMENTS	8,914.40	11,500.00	11,891.32	12,250.00	6.52%
101	1811	517	24	12	E	PRINTING & BINDING	50.00	100.00	100.00	50.00	-50.00%
101	1811	517	24	31	E	HTE ANNUAL SERV.CONTRACT	34,839.95	38,603.00	38,602.21	40,121.00	3.93%
101	1811	517	24	32	E	SOFTWARE SUPPORT & MAINT	19,533.34	29,440.00	28,043.90	38,305.00	30.11%
101	1811	517	31	99	E	MISCELLANEOUS OFFICE SUPL	31.14	100.00	114.49	100.00	0.00%
101	1811	517	32	13	E	COMPUTER SPECIALIZED SUPL	695.43	1,500.00	1,138.33	1,750.00	16.67%
101	1811	517	32	14	E	COMPUTER SOFTWARE	4,734.02	1,400.00	1,391.61	12,200.00	771.43%
101	1811	517	51	10	E	TELEPHONE	16,268.21	22,405.00	21,772.89	26,092.00	16.46%
101	1811	517	55	30	E	OTHER COMPUTER EQUIPMENT	3,879.89	2,000.00	2,072.74	2,000.00	0.00%
101	1811	517	62	10	E	MEMBERSHIP DUES		150.00		150.00	0.00%
101	1811	517	83	13	E	P.C. HARDWARE	10,840.53	11,500.00	11,604.61	56,446.00	390.83%
101	1811	517	83	15	E	SOFTWARES	1,217.11	24,800.00	12,016.28	4,646.00	-81.27%
101	1811	517	83	30	E	OTHER COMPUTER EQUIPMENTS	9,497.99	28,300.00	27,282.98	6,500.00	-77.03%
Total General Fund Expenditures							21,939,985.94	21,877,362.00	21,581,537.89	22,398,860.00	2.38%

REVENUE SUMMARY BY FUND

OTHER FUNDS

FUND TYPE/FUND	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% DIFFERENCE
Special Revenue Funds	9,230,909	9,153,040	9,425,179	12,368,049	35.13%
Recreation Fund	2,110,605	2,184,173	2,208,129	2,279,800	4.38%
Emergency Services & Disaster Agency Fund	72,500	56,514	56,904	51,020	-9.72%
Handicapped Recreation Fund	68,537	141,400	206,520	168,185	18.94%
Motor Fuel Tax Fund	1,141,854	841,800	903,277	886,137	5.27%
Founders' Day Fund	341,426	404,108	402,288	400,008	-1.01%
Parks & Recreation Development Fund	41,042	42,508	42,656	44,208	4.00%
Historical Building Fund	5	10	0	10	0.00%
Article 36 Fund	29,550	27,300	9,736	23,505	-13.90%
I.M.R.F. Fund	881,240	981,170	985,416	950,100	-3.17%
Infrastructure Fund	2,092,613	2,392,330	2,559,792	2,860,300	19.56%
T.I.F. #1 Fund	849,114	955,100	956,701	3,507,116	267.20%
T.I.F. #2 Fund	629	665	629	665	0.00%
T.I.F. #3 Fund	700,319	766,200	738,398	830,700	8.42%
T.I.F. #4 Fund	550,167	1,450	1,278	1,450	0.00%
T.I.F. #5 Fund	0	2,900	2,902	2,900	0.00%
Special Service Area #1 Fund	13,833	13,028	13,028	12,643	-2.96%
Special Service Area #2 Fund	124,558	127,632	126,717	131,276	2.86%
Special Service Area #3 Fund	86,257	94,034	90,090	98,945	5.22%
Special Service Area #4 Fund	22,353	21,518	21,518	20,793	-3.37%
Special Service Area #5 Fund	29,779	28,469	28,469	27,062	-4.94%
Special Service Area #6 Fund	31,515	28,944	28,944	27,949	-3.44%
Special Service Area #7 Fund	16,936	15,750	15,750	14,716	-6.57%
Special Service Area #8 Fund	26,077	26,037	26,037	28,561	9.69%
Capital Projects Funds	586,851	842,473	890,953	679,197	-19.38%
Vehicle Replacement Fund	227,155	232,933	152,931	349,904	50.22%
Computer Replacement Fund	99	150	0	41,995	27896.67%
Capital Projects Fund	322,365	571,890	546,890	287,298	-49.76%
Golf Cart Replacement Fund	0	0	(1,368)	0	0.00%
Recreation Equipment Replacement Fund	20	0	0	0	0.00%
GOB Series 2010 Fund	37,212	37,500	192,500	0	-100.00%

Debt Service Fund	5,538,371	5,085,083	5,174,963	5,092,386	0.14%
Insurance Fund	135,403	574,500	595,109	505,000	-12.10%
Enterprise Funds	11,615,731	12,345,625	12,123,723	12,957,948	4.96%
Environmental Services Fund	9,993,235	10,488,361	10,463,285	11,081,948	5.66%
Golf Fund	1,622,496	1,857,264	1,660,438	1,876,000	1.01%
Police Pension Trust Fund	4,209,109	2,576,855	2,333,113	2,679,778	3.99%
TOTAL OTHER FUNDS	31,316,374	30,577,576	30,543,040	34,282,358	12.12%

EXPENDITURE SUMMARY BY FUND

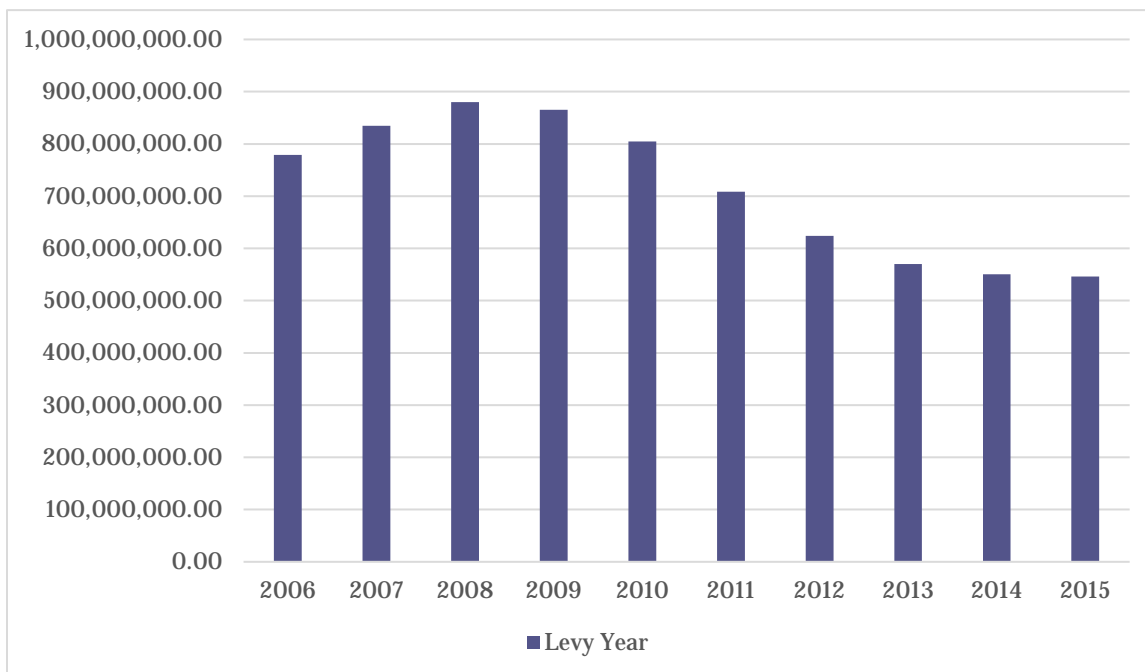
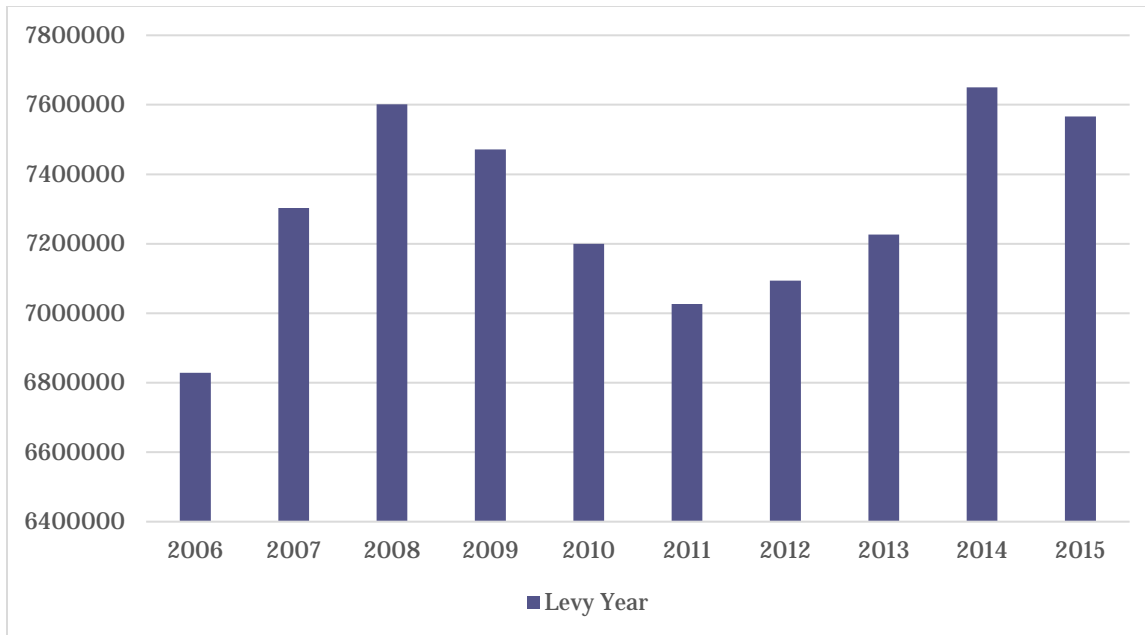
OTHER FUNDS

FUND TYPE/FUND	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% DIFFERENCE
Special Revenue Funds	10,530,744	11,955,188	9,666,960	#####	10.93%
Recreation Fund	1,966,683	2,184,813	2,049,425	2,211,739	1.23%
Emergency Services & Disaster Agency Fund	49,620	56,514	48,005	51,005	-9.75%
Handicapped Recreation Fund	170,928	168,185	168,185	170,400	1.32%
Motor Fuel Tax Fund	1,546,400	1,000,000	874,939	144,800	-85.52%
Founders' Day Fund	357,391	404,108	405,353	400,008	-1.01%
Parks & Recreation Development Fund	55,671	0	0	0	0.00%
Historical Building Fund	3,476	14,651	1,844	14,651	0.00%
Article 36 Fund	79,276	41,205	33,308	21,205	-48.54%
I.M.R.F. Fund	924,120	924,660	900,763	987,400	6.79%
Infrastructure Fund	1,704,652	2,589,135	2,335,547	3,141,995	21.35%
T.I.F. #1 Fund	2,407,165	2,139,587	1,181,033	4,696,867	119.52%
T.I.F. #2 Fund	2,904	1,000	2,329	1,000	0.00%
T.I.F. #3 Fund	701,910	812,500	678,581	812,575	0.01%
T.I.F. #4 Fund	4,645	975,000	352,053	175,000	-82.05%
T.I.F. #5 Fund	272,704	354,030	345,795	17,800	-94.97%
Special Service Area #1 Fund	14,811	15,156	15,156	15,470	2.07%
Special Service Area #2 Fund	125,684	128,614	128,614	131,276	2.07%
Special Service Area #3 Fund	94,730	96,938	96,938	98,945	2.07%
Special Service Area #4 Fund	11,611	11,882	11,882	12,128	2.07%
Special Service Area #5 Fund	19,484	19,938	19,938	20,351	2.07%
Special Service Area #6 Fund	16,879	17,272	17,272	17,630	2.07%
Special Service Area #7 Fund	0	0	0	0	0.00%
Special Service Area #8 Fund	0	0	0	120,000	0.00%
Capital Projects Funds	1,287,571	1,903,728	468,485	719,982	-62.18%
Vehicle Replacement Fund	592,813	274,199	264,465	380,904	38.92%
Computer Replacement Fund	40,445	129,556	111,963	44,780	-65.44%
Capital Projects Fund	275,500	620,460	92,057	282,298	-54.50%
Golf Cart Replacement Fund	0	0	0	0	0.00%
Recreation Equipment Replacement Fund	45,000	0	0	12,000	0.00%
GOB Series 2010 Fund	333,813	879,513	0	0	-100.00%
Debt Service Fund	5,086,283	5,084,887	5,084,875	5,091,985	0.14%

Insurance Fund	649,669	940,691	1,112,955	840,643	-10.64%
Enterprise Funds	13,083,355	13,207,691	12,813,941	12,941,263	-2.02%
Environmental Services Fund	11,001,222	11,350,557	10,732,559	11,065,515	-2.51%
Golf Fund	2,082,133	1,857,134	2,081,382	1,875,748	1.00%
Police Pension Trust Fund	1,838,775	1,909,979	2,130,085	2,402,904	25.81%
TOTAL OTHER FUNDS	32,476,397	35,002,164	31,277,301	#####	0.73%

2015 LEVY YEAR PROPERTY TAX ANALYSIS

Equalized Assessed Valuation (EAV) And Tax Levy Ten (10) Year History



2015 LEVY YEAR PROPERTY TAX ANALYSIS

GENERAL FUND						SPECIAL REVENUE FUNDS					
Levy Year	Fiscal Year	Police Protection	Social Security /Medicare	School Crossing Guards	Mosquito Abate-ment	Recreation Fund	ESDA Fund	Rec. For Handi-capped Fund	IMRF Fund	Liability Insurance Fund	Police Pension Fund
2003	2004/05	\$299,800	\$ 505,038	\$ 52,250	\$ -	\$1,050,313	\$30,061	\$ 153,000	\$472,284	\$ 689,755	\$ 790,965
2004	2005/06	319,304	497,985	52,500	-	1,018,723	31,759	160,650	538,174	634,653	850,513
2005	2006/07	379,368	562,450	56,100	-	1,032,230	40,585	164,000	597,912	640,000	1,025,726
2006	2007/08	429,463	562,251	56,100	-	1,038,925	63,846	153,665	700,926	675,840	1,106,221
2007	2008/09	494,805	582,333	56,100	-	1,181,232	89,562	162,135	724,900	764,608	1,152,208
2008	2009/10	499,677	612,273	56,100	-	1,152,704	96,389	161,226	728,708	793,562	1,400,790
2009	2010/11	503,753	578,762	51,000	-	1,153,421	69,950	180,989	745,740	793,631	1,551,189
2010	2011/12	507,366	603,479	55,104	23,559	1,151,705	59,210	181,203	781,399	518,450	1,572,019
2011	2012/13	848,603	583,182	51,000	41,231	1,045,173	56,898	184,545	728,603	-	1,619,341
2012	2013/14	642,596	598,856	51,510	41,643	1,056,283	58,092	122,998	778,913	-	1,696,772
2013	2014/15	682,000	606,303	52,020	41,231	1,093,689	72,226	68,185	877,825		1,648,383
2014	2015/16	689,000	483,154	51,000	52,000	1,104,626	56,494	141,400	981,070	303,000	1,634,855
2015	2016/17	342,685	629,060	51,000	42,000	1,170,000	51,000	168,185	950,000	350,000	1,737,778
+ (-) over PY		(346,315)	145,906	-	(10,000)	65,374	(5,494)	26,785	(31,070)	47,000	102,923

(continued below)

DEBT SERVICE FUND								A	B	= A/B		
Levy Year	Fiscal Year	Debt Service Fund	Total Bond Principal & Interest	Tax Levy Abatement	Total Bonded Debt Tax Levy	Total Levy Request	DuPage County Extension Factor	Total Property Tax Levy Extension	Equalized Assessed Valuation (EAV)	Increase (Decrease) in EAV	Extended Property Tax Rate	Increase (Decrease) Over P/Y
2003	2004/05	\$1,755,473	2,896,011	1,140,538	1,755,473	\$ 5,798,939	-0.66%	5,760,810	634,730,016	6.9%	0.9076%	-0.7%
2004	2005/06	1,832,335	2,986,335	1,154,000	1,832,335	5,936,596	1.07%	6,000,081	684,550,012	7.8%	0.8765%	-3.4%
2005	2006/07	1,878,969	2,976,899	1,097,930	1,878,969	6,377,340	1.06%	6,445,117	729,415,646	6.6%	0.8836%	0.8%
2006	2007/08	1,970,270	2,761,812	791,543	1,970,270	6,757,507	1.06%	6,828,842	778,836,948	6.8%	0.8768%	-0.8%
2007	2008/09	1,966,607	2,506,177	539,570	1,966,607	7,174,490	1.79%	7,303,036	834,728,074	7.2%	0.8749%	-0.2%
2008	2009/10	2,018,224	3,118,078	1,099,854	2,018,224	7,519,653	1.09%	7,601,244	879,875,486	5.4%	0.8639%	-1.3%
2009	2010/11	1,897,549	2,836,496	938,947	1,897,549	7,525,984	-0.72%	7,471,466	865,053,328	-1.7%	0.8637%	0.0%
2010	2011/12	1,655,599	3,662,293	2,006,694	1,655,599	7,109,093	1.28%	7,199,982	804,467,291	-7.0%	0.8950%	3.6%
2011	2012/13	1,947,960	4,446,285	2,498,325	1,947,960	7,106,536	-1.13%	7,026,299	708,439,056	-11.9%	0.9918%	10.8%
2012	2013/14	1,972,140	5,081,046	3,108,906	1,972,140	7,019,803	1.06%	7,093,993	624,031,760	-11.9%	1.1368%	14.6%
2013	2014/15	2,009,012	5,082,653	3,073,641	2,009,012	7,150,874	1.05%	7,226,009	570,099,354	-8.6%	1.2675%	11.5%
2014	2015/16	2,073,646	5,081,233	3,007,586	2,073,646	7,570,245	1.05%	7,649,916	550,393,256	-3.5%	1.3899%	9.7%
2015	2016/17	2,074,837	5,088,185	3,013,348	2,074,837	7,566,545	1.04%	7,645,469	546,300,065		1.3995%	0.7%
+ (-) over PY		1,191	6,952	5,762	1,191	(3,700)	(0)	423,907	(4,093,191)	3.3%	0.12%	-1.8%

PROJECTED IMPACT OF FISCAL YEAR 2016/17

FUND	Est. Beg. Fund Balance	Budgeted Revenues (+)	Budgeted Expenditures (-)	Est. Ending Fund Balance
General Fund	11,234,081	22,398,860	22,398,860	11,234,081
Special Revenue Funds	3,473,552	12,368,099	13,262,245	2,579,406
Recreation Fund	516,976	2,279,800	2,211,739	585,037
Emergency Services and Disaster Agency Fund	41,823	51,020	51,005	41,838
Handicapped Recreation Fund	51,594	168,185	170,400	49,379
Motor Fuel Tax Fund	288,857	886,137	144,800	1,030,194
Founders' Day Fund	(541)	400,008	400,008	(541)
Parks and Recreation Development Fund	117,236	44,208	0	161,444
Historical Building Fund	15,105	60	14,651	514
Article 36 Fund	16,952	23,505	21,205	19,252
I.M.R.F. Fund	(166,734)	950,100	987,400	(204,034)
Infrastructure Fund	856,614	2,860,300	3,141,995	574,919
T.I.F. #1 Fund	973,210	3,507,116	4,696,867	(216,541)
T.I.F. #2 Fund	22,354	665	1,000	22,019
T.I.F. #3 Fund	185,064	830,700	812,575	203,189
T.I.F. #4 Fund	687,076	1,450	175,000	513,526
T.I.F. #5 Fund	(948,115)	2,900	17,800	(963,015)
Special Service Area #1 Fund	32,350	12,643	15,470	29,523
Special Service Area #2 Fund	(115,193)	131,276	131,276	(115,193)
Special Service Area #3 Fund	(53,366)	98,945	98,945	(53,366)
Special Service Area #4 Fund	142,841	20,793	12,128	151,506
Special Service Area #5 Fund	229,066	27,062	20,351	235,777
Special Service Area #6 Fund	100,736	27,949	17,630	111,055
Special Service Area #7 Fund	301,766	14,716	0	316,482
Special Service Area #8 Fund	177,881	28,561	120,000	86,442
Capital Projects Funds	3,579,530	679,197	719,982	3,538,745
Vehicle Replacement Fund	2,124,581	349,904	380,904	2,093,581
Computer Replacement Fund	210,200	41,995	44,780	207,415
Capital Project Fund	547,848	287,298	282,298	552,848
Recreation Equipment Replacement Fund	35,202	0	12,000	23,202
GOB Series 2010 Fund	661,699	0	0	661,699
Debt Service Fund	90,127	5,092,386	5,091,985	90,528
Insurance Fund	507,851	505,000	840,643	172,208

Enterprise Funds	(1,371,019)	12,957,948	12,941,263	(1,354,334)
Environmental Services Fund	2,617,901	11,081,948	11,065,515	2,634,334
Golf Fund	(3,988,920)	1,876,000	1,875,748	(3,988,668)
Police Pension Trust Fund	34,652,783	2,679,778	2,402,904	34,929,657
TOTAL ALL FUNDS	50,795,886	69,639,216	70,599,145	49,835,957

MAJOR INCREASES OR DECREASES IN FUND BALANCE

Fund	Increase (Decrease)
Special Revenue Funds	
Handicap Recreation Fund	\$ (2,215)
Historical Building Fund	(14,591)
IMRF	(37,300)
Infrastructure Fund	(281,695)
Tax Increment Financing (TIF) #1	(1,189,751)
Tax Increment Financing (TIF) #4	(173,550)
Tax Increment Financing (TIF) #5	(14,900)
Special Service Area #8 Fund	(91,439)
Capital Projects Fund	
Vehicle Replacement Fund	(31,000)
Computer Replacement Fund	(2,785)
Recreation Equipment Replacement Fund	(12,000)
Insurance Fund	(335,643)
Fiduciary Fund	
Police Pension Fund	276,874

SPECIAL REVENUE FUNDS

Handicap Recreation Fund

The Handicap Recreation Fund is expected to experience a (\$2,215) decrease in fund balance at the end of FY 2016/17. The Handicap Recreation Fund is using reserves to reduce the overall 2015 tax levy burden.

Park & Recreation Development Fund

The Park & Recreation Development Fund is expected to experience a 57.0% \$42,508 increase in fund balance at the end of FY 2015/16. This is a planned increase of the Park & Recreation Development Fund reserves which will be used to partially fund capital improvement projects at some point in the near future.

Historical Building Fund

The Historical Building Fund is expected to experience a (\$14,591) decrease in fund balance at the end of FY 2016/17. This is a planned drawdown of the Historical Building Fund reserves

which will be used for the printing of a History of Glendale Heights brochure and to fund ongoing renovations at the Historic House.

Illinois Municipal Retirement Fund (IMRF)

The IMRF Fund is expected to experience a \$37,300 increase in fund balance at the end of FY 2016/17. The IMRF Fund is following a schedule to eliminate its fund balance deficit within the next three to five fiscal years.

Infrastructure Fund

The Infrastructure Fund is expected to experience a (\$281,695) decrease in fund balance at the end of FY 2016/17. This is a planned drawdown of the Infrastructure reserves and the funds will be used for capital outlay.

Tax Increment Financing (TIF) #1 Fund

The TIF #1 Fund is expected to experience a (\$1,189,751) decrease in fund balance at the end of FY 2016/17. This is a planned drawdown of the TIF reserves and the funds will be used to continue the Village's efforts to fix the flooding issue at North Avenue & Glen Ellyn Road.

Tax Increment Financing (TIF) #4 Fund

The Tax Increment Financing #4 Fund is expected to experience a (\$173,550) decrease in fund balance at the end of FY 2016/17. This is a planned drawdown of the TIF reserves and the funds will be used for an economic development incentive project.

Tax Increment Financing (TIF) #5 Fund

The Tax Increment Financing #5 Fund is expected to experience a (\$14,900) decrease in fund balance at the end of FY 2016/17. This will be necessary until such time as the TIF District is able to generate sufficient tax increment revenue.

Special Service Area #8 Fund

The Special Service Area #8 Fund is expected to experience a (\$91,439) decrease in fund balance at the end of FY 2016/17. This is a planned drawdown of the Infrastructure reserves and the funds will be used for capital outlay.

CAPITAL PROJECTS FUNDS

Vehicle Replacement Fund

The Vehicle Replacement Fund is expected to experience a (\$31,000) decrease in fund balance at the end of FY 2016/17. This is a planned drawdown of the Replacement Reserves.

Computer Replacement Fund

The Computer Replacement Fund is expected to experience a (\$2,785) decrease in fund balance at the end of FY 2016/17. This is a planned drawdown of the Computer Replacement Reserves. The Village expects to resume contributions to this fund in FY 2016/17.

Recreation Equipment Replacement Fund

The Recreation Equipment Replacement Fund is expected to experience a (\$12,000) decrease in fund balance at the end of FY 2016/17. This is a planned drawdown of the Replacement Reserves for the purchase of fitness equipment at the Sports Hub.

INTERNAL SERVICE FUND

Insurance Fund

The Insurance Fund is expected to experience a (\$335,643) decrease in fund balance at the end of FY 2016/17. The Insurance Fund is using reserves in order to reduce the overall 2015 tax levy burden. The Village has utilized reserves in this fund for the FY 2015/16 and FY 2016/17, to bring reserves in agreement with the actuarial study the Village had completed in the fall of 2011. The Village's decision to drawdown these funds to the actuarial assumption, shows the Village's desire to relieve the current and future tax burden of the residents, and to demonstrate its fiscal responsibility.

FIDUCIARY FUNDS

Police Pension Fund

The Police Pension Fund is expected to experience a \$276,874 increase in fund balance at the end of FY 2016/17. This is an anticipated increase in reserves in order to meet the future demands of the fund's annuity payments.

FULL-TIME EMPLOYEES SUMMARY BY DEPARTMENT

DEPARTMENT/DIVISION	2013/14 ACTUAL	2014/15 ACTUAL	2015/16 BUDGET	2016/17 BUDGET	CHANGE FROM P/Y
GENERAL FUND	160.00	159.00	159.00	151.00	(8.00)
Boards & Commissions	1.00	1.00	1.00	1.00	-
Village Board	1.00	1.00	1.00	1.00	-
General Government	23.00	23.00	21.00	21.00	-
Village Administration	5.00	5.00	5.00	5.00	-
Human Resources	2.00	2.00	2.00	2.00	-
Public Affairs	1.00	1.00	1.00	1.00	-
Senior Services	2.00	2.00	2.00	2.00	-
Administrative Services	4.00	4.00	4.00	4.00	-
Information Services	3.00	3.00	2.00	2.00	-
Finance	6.00	6.00	5.00	5.00	-
Police Department	76.00	75.00	76.00	68.00	(8.00)
Police Administration	6.00	6.00	6.00	6.00	-
Patrol	44.00	43.50	43.50	43.50	-
Investigations	10.00	10.00	12.00	12.00	-
Support Services	16.00	15.50	14.50	6.50	(8.00)
Public Works	20.00	20.00	21.00	21.00	-
Public Works Administration	4.00	3.00	3.00	3.00	-
Engineering	-	1.00	1.00	1.00	-
Streets	13.00	13.00	14.00	14.00	-
Fleet Maintenance	3.00	3.00	3.00	3.00	-
Parks, Grounds & Facilities	30.00	30.00	30.00	30.00	-
Parks & Grounds	16.00	16.00	16.00	16.00	-
Building Maintenance	14.00	14.00	14.00	14.00	-
Community Development Services	10.00	10.00	10.00	10.00	-

Community Development Administration	5.00	6.00	6.00	6.00	-
Inspection Services	5.00	4.00	4.00	4.00	-

Recreation Fund	8.00	8.00	8.00	8.00	-
Recreation Administration	3.00	3.00	3.00	3.00	-
Programming	4.00	4.00	4.00	4.00	-
Preschool	1.00	1.00	1.00	1.00	-

	2013/14	2014/15	2015/16		CHANGE
DEPARTMENT/DIVISION	BUDGET	BUDGET	BUDGET		FROM P/Y

Environmental Services Fund	23.00	23.00	23.00	23.00	-
Water Services	7.00	7.00	7.00	7.00	-
Sewer Services	7.00	7.00	7.00	7.00	-
Waste Water Treatment Services	7.00	7.00	7.00	7.00	-
Water Billing Division Services	2.00	2.00	2.00	2.00	-

Golf Fund	7.00	7.00	7.00	7.00	-
Golf Administration	1.00	1.00	1.00	1.00	-
Grounds Maintenance	2.00	2.00	2.00	2.00	-
Pro Shop	1.00	1.00	1.00	1.00	-
Restaurant/Banquet	3.00	3.00	3.00	3.00	-

TOTAL FULL TIME EMPLOYEE'S	198.00	197.00	197.00	189.00	(8.00)
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CHANGES IN STAFFING LEVELS FROM FY 2015/16 TO 2016/17

POSITION TITLE	DEPT	DIVISION	FTE'S
Telecommunicators (position eliminated)	Police	Support	(8.00)
TOTAL			(8.00)



**A PROUD & PROGRESSIVE
VILLAGE FOR ALL PEOPLE**

GENERAL FUND

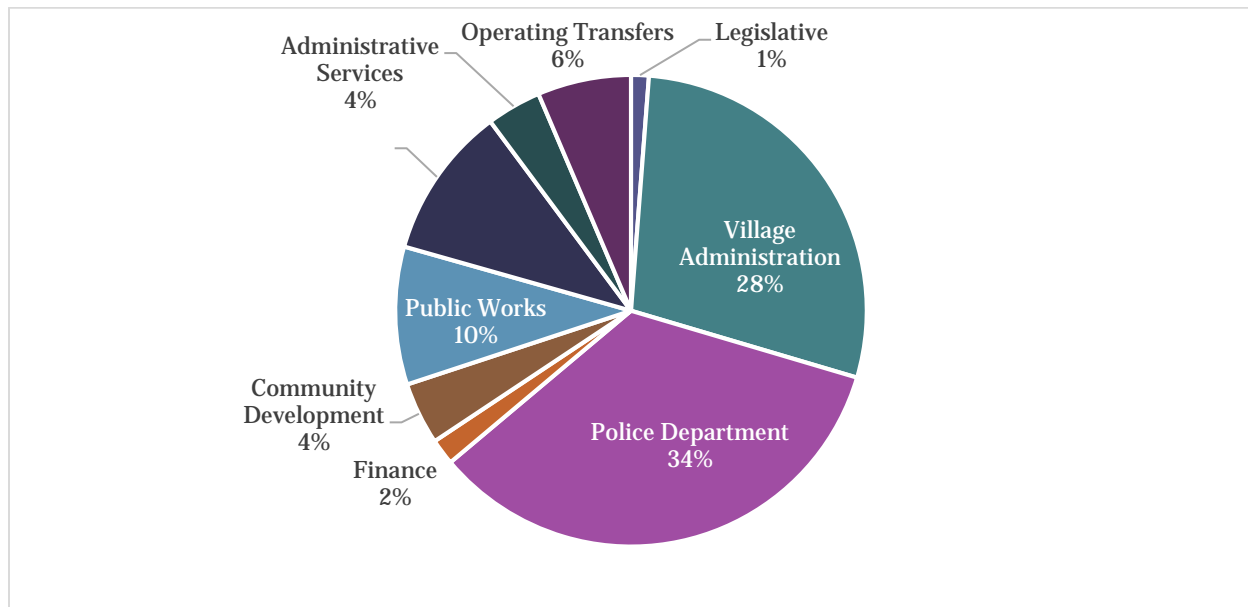
GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The General Fund is divided into Departments; Legislative, Village Administration, Police, Finance, Administrative Services, Community Development, Public Works, and Parks, Grounds & Facilities.

TOTAL OPERATING BUDGET

\$22,398,860

ANNUAL EXPENSES BY DEPARTMENT



ANNUAL EXPENSES BY CLASS

CLASS	FY 2015/15 ACTUAL	FY 2015/16 BUDGET	FY 2015/16 ESTIMATE	FY 2016/17 BUDGET	% CHANGE
Legislative	232,050	245,767	216,406	272,900	11.0%
Village Administration	6,033,978	5,980,891	6,233,659	6,352,595	6.2%
Police Department	7,519,308	7,856,204	7,668,417	7,683,659	-2.2%
Finance	489,430	376,337	365,171	399,135	6.1%
Community Development	821,669	836,543	818,039	956,567	14.3%
Public Works	1,942,339	2,105,890	1,918,760	2,117,428	0.5%
Parks, Grounds & Facilities	2,808,170	2,331,344	2,247,763	2,337,820	0.3%
Administrative Services	681,598	800,508	769,444	840,984	5.1%
Operating Transfers	1,411,444	1,343,878	1,343,878	1,437,772	7.0%
TOTAL CLASS	21,939,986	21,877,362	21,581,537	22,398,860	2.4%

LEGISLATIVE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Legislative Department is divided into eight divisions; Village Board, Village Clerk, Police Commission, Plan Commission, Special Events Fund, Youth Commission, Community Diversity Fund, and the Appearance Commission.

TOTAL OPERATING BUDGET

\$266,264

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATED	2016/17 BUDGET	% CHANGE
Village Board	176,770	187,448	165,265	207,344	10.6%
Village Clerk	17,993	17,750	14,693	17,400	(2.0)%
Police Commission	23,305	24,176	24,210	33,240	37.5%
Plan Commission	2,807	3,401	2,705	3,401	-0-
Special Events Commission	8,057	10,115	8,630	9,715	(4.0)%
Youth Commission	2,168	1,800	701	1,800	-0-
Appearance Commission	949	1,077	202	0	(100.0)%
TOTAL DIVISION	232,049	245,767	216,406	272,900	11.0%

FY 2015/2016 SIGNIFICANT ACCOMPLISHMENTS

Fund Balance Reserve Policy:

In fiscal year 2015/16, general fund tax revenues continued to face pressure from a recovering economy. However, due to responsible financial planning, general fund reserves remain strong and at the end of FY 2016, exceeded the policy target of four (4) months of Village expenses. A strong reserve fund is essential to the financial health of a community to ensure favorable credit ratings and to be prepared for emergencies, unanticipated expenses and revenue shortfalls. During 2013, the Village Board of Trustees, in a confirming act of fiscal responsibility, adopted a fund balance reserve policy. This policy acknowledges and embraces the need to ensure the financial security and solvency of the Village.

Property Taxes:

Consistent with national trends, housing values throughout the Village have continued to slide since 2009, with 2015 finally bringing steadiness. While a decline in property values pushes the tax rate up, it does not mean that the Village is collecting higher tax dollars. In fact, the 2015 tax levy is less than one percent (1%) more than it was in 2008. On average, 10.9% of a resident's property tax bill comes to the Village, while the remaining percentage goes to other taxing districts, with schools getting the highest percentage. One important distinction of the Village is that there is not a separate park district taxing body; instead, the Village operates a Recreation

Department. What this means to residents is that the 10.9% of the property tax bill that comes to the Village includes the levy for recreation.

Interagency Collaboration and Cooperation:

The Village continued to strengthen its relationships with local organizations, civic groups, institutions, and individuals to create dialogue about community needs, as well as to assist the mobilization of positive action and change. The Village accomplishes their interagency goals through President Jackson's monthly partnership meetings among government leaders (G.A.P. meetings), and participation in the local Chamber of Commerce meetings and events.

FY 2016/2017 GOALS AND OBJECTIVES

Focus on Village-Wide Business Development

- ❖ Redevelop the comprehensive Village-wide Marketing and Business Plan.
- ❖ Maintain and increase business occupancy rate.
- ❖ Continue to identify and revitalize underperforming shopping areas.

Facilitate Activities that Foster a Sense of Community

- ❖ Foster development that serves as community focal points and considers adjustments to reflect evolving needs and market trends.
- ❖ Evaluate inter-organizational activities to maximize and balance social and cultural opportunities in the Village.
- ❖ Promote community identity and events.
- ❖ Encourage resident involvement.
- ❖ Maintain and enhance communication.

Maintain and Enhance the Appearance of Our Community

- ❖ Advance residential, industrial and commercial regulations via ordinance and policy reviews and implementation.
- ❖ Promote an inviting outdoor environment.
- ❖ Continue to provide for community land use planning.

Continue to Provide High Quality Responsive and Cost Effective Village

- ❖ Continue to provide for community land use planning.
- ❖ Focus on the development, motivation and recognition of the municipal staff.
- ❖ Maintain a fiscally responsible government.
- ❖ Continue to evaluate and implement the use of technology in providing services and municipal operations.

Continue to Provide and Maintain Infrastructure, Facilities and Services to Focus on Core Municipal Service Areas

- ❖ Continue to address residential drainage and storm water concerns.
- ❖ Maintain a safe community.

- ❖ Maintain emergency management efforts.

LEGISLATIVE: VILLAGE BOARD

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights operates under the Trustee-Village form of government wherein the Village President and six Village Trustees comprise the governing and policy-making body of the Village. The Village Board of Trustees are responsible for the approval of the annual budget and the adoption of ordinances and resolutions that are intended to enhance the peace, health, safety and general welfare of the community, its residents and visitors.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1011	512	10	10	E		F-TIME & REG.PART-TIME	117,885.80	132,845.00	119,786.56	132,000.00	-0.64%
101	1011	512	15	10	E		FICA-EMPLOYER	6,998.91	8,236.00	7,115.63	8,184.00	-0.63%
101	1011	512	16	14	E		TRAVEL, MEETING & CONF.	2,145.70	3,000.00	3,076.07	3,000.00	0.00%
101	1011	512	16	15	E		TRAINING & SEMINARS		100.00		100.00	0.00%
101	1011	512	16	16	E		MEDICARE-EMPLOYER	1,636.91	1,926.00	1,664.17	1,914.00	-0.62%
101	1011	512	21	11	E		PROF-LEGAL		500.00		500.00	0.00%
101	1011	512	21	99	E		PROFESSIONAL-OTHERS		300.00		300.00	0.00%
101	1011	512	24	12	E		PRINTING & BINDING MISCELLANEOUS OFFICE	75.00	500.00	25.00	500.00	0.00%
101	1011	512	31	99	E		SUPL	133.66	200.00	146.17	200.00	0.00%
101	1011	512	37	10	E		UNIFORMS	383.96	500.00	119.84	500.00	0.00%
101	1011	512	37	99	E		MISCELLANEOUS SUPPLIES	2,223.05	4,000.00	1,889.39	4,000.00	0.00%
101	1011	512	62	10	E		MEMBERSHIP DUES	37,551.45	22,961.00	22,644.18	43,561.00	89.72%
101	1011	512	62	11	E		SUBSCRIPTIONS OTHER COMM.	179.40	300.00	179.40	300.00	0.00%
101	1011	512	63	99	E		CONTRIBUTION	6,150.00	8,580.00	7,285.00	8,785.00	2.39%
101	1011	512	69	20	E		CIVIC ACTIVITIES	1,406.33	3,500.00	1,333.92	3,500.00	0.00%
TOTAL								176,770.17	187,448.00	165,265.33	207,344.00	10.61%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Staffing levels remained the same, budgeting a 2.0% COLA and step increases.

Professional Services

- ❖ No material changes from the prior year.

Purchased Services

- ❖ No material changes from the prior year.

Materials & Supplies

- ❖ No material changes from the prior year.

Other Expenses

- ❖ Increase in memberships due to the DuPage Mayors and Managers Conference membership assessment.

LEGISLATIVE: VILLAGE CLERK

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The office and duties of the Village Clerk are established by state statute and local ordinance and cover a host of municipal responsibilities. Primary among these are the maintenance of official records and documents, custody of the Village seal, licensing, attendance at and recording of Village Council proceedings, administration of oaths, attestation and certification of documents, publication of ordinances, compliance with the Freedom of Information and Open Meetings Acts, and oversight of the Administrative Hearing Officer Program. Although the Illinois Legislature has established the County as the primary election authority, the Village Clerk continues to serve as the Local Election Official and is responsible for voter registration and municipal election duties pertaining to nomination petitions, ballots, and election results.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1012	512	10	10	E	F-TIME & REG.PART-TIME	10,000.00	10,000.00	10,000.00	10,000.00	0.00%
101	1012	512	15	10	E	FICA-EMPLOYER	620.00	620.00	620.00	620.00	0.00%
101	1012	512	16	14	E	TRAVEL, MEETING & CONF.		250.00		250.00	0.00%
101	1012	512	16	15	E	TRAINING & SEMINARS		150.00		150.00	0.00%
101	1012	512	16	16	E	MEDICARE-EMPLOYER	145.00	145.00	145.00	145.00	0.00%
101	1012	512	21	99	E	PROFESSIONAL-OTHERS	6,544.00	4,550.00	2,751.00	4,500.00	-1.10%
101	1012	512	31	99	E	MISCELLANEOUS OFFICE SUPL	199.37	300.00	76.86		-100.00%
101	1012	512	60	99	E	VARIOUS COMMISSION	300.00	1,400.00	1,050.00	1,400.00	0.00%
101	1012	512	62	10	E	MEMBERSHIP DUES	185.00	335.00	50.00	335.00	0.00%
TOTAL							17,993.37	17,750.00	14,692.86	17,400.00	-1.97%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ No material changes from the prior year.

Professional Services

- ❖ No material changes from the prior year.

Materials & Supplies

- ❖ No material changes from the prior year.

Other Expenses

❖ No material changes from the prior year.

LEGISLATIVE: POLICE COMMISSION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Board of Police Commissioners for the Village of Glendale Heights, Illinois derives its power and authority from an Act of the General Assembly entitled, "Division 2.1 Board of Fire and Police Commissioners", of Chapter 65 of the Illinois Compiled Statutes and through the home-rule authority of the Village of Glendale Heights Board of Trustees. The Police Commission is responsible for the testing, selection, hiring of new Police Officers, and the promotion of Police Officers to the rank of Sergeant in accordance to the guidelines set forth by the Illinois State Statute.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1013	512	16	14	E		TRAVEL, MEETING & CONF.	1,380.00	1,000.00	1,035.00	2,160.00	116.00%
101	1013	512	24	12	E		PRINTING & BINDING	695.68			750.00	0.00%
101	1013	512	24	16	E		RECRUITING	1,984.00	2,457.00	2,456.25	3,000.00	22.10%
101	1013	512	24	28	E		TESTING	16,687.74	18,074.00	18,073.60	24,575.00	35.97%
101	1013	512	31	99	E		MISCELLANEOUS OFFICE SUPL	15.54			100.00	0.00%
101	1013	512	37	10	E		UNIFORMS	62.25	100.00	100.00	100.00	0.00%
101	1013	512	60	10	E		POLICE COMMISSION	1,999.92	2,000.00	1,999.92	2,000.00	0.00%
101	1013	512	62	10	E		MEMBERSHIP DUES	480.00	545.00	545.00	555.00	1.83%
Total								23,305.13	24,176.00	24,209.77	33,240.00	37.49%

FY 2016/17 BUDGET HIGHLIGHTS

Personal Services

- ❖ Stipend payments increased to allow for the Commissioners to attend a training conference.

Purchased Services

- ❖ Recruiting expenses increased to allow for purchase of items to be used during recruiting events.

Testing

- ❖ Testing expenses increased to provide funds to conduct and establish a police officer eligibility list this Fall.

LEGISLATIVE: PLAN COMMISSION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Plan Commission serves as a recommending body to the Village Board on all matters related to community development. This commission recommends changes in the official comprehensive plan of the Village, and conducts public hearings in matters brought before the commission concerning annexation of property, planned unit developments, subdivisions, and zoning ordinance amendments, and conditional uses.

The Plan Commission consists of seven members who are appointed by the Village President with the advice and consent of the Village Board. The Commission members are residents of the Village.

The Plan Commission is vested with the power to conduct hearings and make recommendations to the Village Board on: all amendments to the Zoning Ordinance; all Conditional Uses; and, Planned Unit Developments. The Plan Commission also reviews and makes recommendations to the Village Board on: subdivision developments; changes in the official Comprehensive Plan; and any other matters that may be referred to the Commission by the Village Board.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1014	512	15	10	E	FICA-EMPLOYER			114.10	86.00	106.03	86.00	0.00%
101	1014	512	16	16	E	MEDICARE-EMPLOYER			26.66	20.00	24.81	20.00	0.00%
101	1014	512	60	11	E	PLAN COMMISSION			1,316.10	1,375.00	1,599.24	1,375.00	0.00%
101	1014	512	61	11	E	PLAN COMMISSION			1,350.00	1,920.00	975.00	1,920.00	0.00%
Total									2,806.86	3,401.00	2,705.08	3,401.00	0.00%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ No material changes from the prior year.

Other Expenses

- ❖ No material changes from the prior year.

LEGISLATIVE: SPECIAL EVENTS FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village's Special Events Fund organizes and puts on special events for the community throughout the calendar year. Among the annual activities run and supported by this fund are the following: Fishing Derby, Patriot's Day, Breakfast with Santa, Breakfast with the Easter Bunny, and the Show and Shine Car Show.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1016	441	28	13	R		SPECIAL EVENT REVENUES	7,861.44	7,850.00	8,731.75	5,100.00	-35.03%
101	1016	441	28	15	R		CAR SHOW				4,500.00	0.00%
101	1016	481	60	12	R		DONATIONS OTHER	940.00	1,140.00	1,140.00	1,000.00	-12.28%
101	1016	512	24	19	E		ENTERTAINMENT-SPL. EVENTS	2,965.51	2,040.00	1,740.60	800.00	-60.78%
101	1016	512	24	20	E		CAR SHOW				1,090.00	0.00%
101	1016	512	37	98	E		CAR SHOW				3,600.00	0.00%
101	1016	512	37	99	E		MISCELLANEOUS SUPPLIES	5,091.28	8,075.00	6,889.46	4,225.00	-47.68%
Total								16,858.23	19,105.00	18,501.81	20,315.00	6.33%

FY 2016/17 BUDGET HIGHLIGHTS

Purchased Services

- ❖ No material changes from the prior year.

Materials & Supplies

- ❖ No material changes from the prior year.

LEGISLATIVE: YOUTH COMMISSION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The purpose and function of the Youth Commission is to promote youth programs and youth participation within the Village. This committee annually participates in Red Ribbon Activities within the community as well as, Violence Protection and Family Safety Prevention Education.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
TYPE	DESCRIPTION										
101 1017 512 24 12 E	PRINTING & BINDING						489.31	400.00	17.00	400.00	0.00%
101 1017 512 37 99 E	MISCELLANEOUS SUPPLIES						1,678.59	1,400.00	684.02	1,400.00	0.00%
	Total						2,167.90	1,800.00	701.02	1,800.00	0.00%

FY 2016/17 BUDGET HIGHLIGHTS

Purchased Services

- ❖ Printing and binding budget remains the same as FY 2016.

Materials & Supplies

- ❖ Miscellaneous supplies budget remains the same as FY 2016.

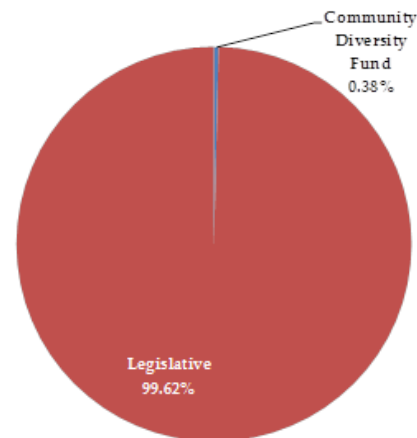
LEGISLATIVE: COMMUNITY DIVERSITY FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Community Diversity Fund is established to foster and promote understanding, mutual respect, cooperation, and positive relations in a diverse inclusive community. The Community Diversity Fund is also used to promote increased participation in all aspects of community life and a sense of shared community among all residents.

BUDGET BY CLASS

COMMUNITY DIVERSITY FUND	2013/14 BUDGET	% CHANGE
Materials & Supplies	1,000	185.71%
TOTAL COMMUNITY DIVERSITY FUND	1,000	185.7%



FY 2013/14 BUDGET HIGHLIGHTS

Materials & Supplies

- ❖ An increase of \$650 was requested for Miscellaneous Supplies in order to book additional performers for International Day and general supplies in the 2013/14 fiscal year.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

COMMUNITY DIVERSITY FUND	2011/12 ACTUAL	2012/13 BUDGET	2012/13 ESTIMATED	2013/14 BUDGET
MATERIALS & SUPPLIES	\$ 2,250	\$ 350	\$ 350	\$ 1,000
101-1019-512-37-99 Miscellaneous Supplies	2,250	350	350	1,000
TOTAL COMMUNITY DIVERSITY FUND	\$ 2,250	\$ 350	\$ 350	\$ 1,000

LEGISLATIVE: APPEARANCE COMMISSION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Appearance Commission (AC) members are charged with the responsibility to review exterior design features and materials for any proposed addition to, construction, reconstruction, rehabilitation, or alteration of all residential, commercial, and industrial structures, including principal buildings and accessory structures.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1022	512	15	10	E		FICA-EMPLOYER		62.00			-100.00%
101	1022	512	16	16	E		MEDICARE-EMPLOYER		15.00			-100.00%
101	1022	512	60	12	E		APPEARANCE COMMISSION	949.28	1,000.00	201.84		-100.00%
Total								949.28	1,077.00	201.84	0.00	-100.00%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ The Appearance Commission was absorbed into the Plan Commission.



**A PROUD & PROGRESSIVE
VILLAGE FOR ALL PEOPLE**

ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Administration Department is divided into five divisions; Village Administration, Human Resources, Public Affairs, Senior Services, Central Services, and Golf Course.

The Administration Department is responsible for providing support services to all other operating departments in the organization. These services include general supervision of all departments by the Village Administrator and the Assistant Village Administrator, publication, cable TV productions, web page assistance, human/senior services and village-wide employee services, including recruitment, testing, benefit administration, insurance claims coordination, payroll maintenance, and employee records.

TOTAL OPERATING BUDGET \$6,042,045

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATED	2016/17 BUDGET	% CHANGE
Village Administration	397,699	415,236	407,090	421,769	1.6%
Human Resources	141,257	158,759	161,434	148,962	(6.2)%
Public Affairs	118,520	119,900	106,140	110,484	(7.9)%
Senior Center	403,637	408,502	397,681	422,557	3.4%
Central Services	4,972,866	4,878,494	5,161,314	5,248,823	7.6%
TOTAL DIVISION	6,033,979	5,980,891	6,233,659	6,352,595	6.2%

FY 2015/16 SIGNIFICANT ACCOMPLISHMENTS

VILLAGE ADMINISTRATION

Police Department Dispatch Consolidation

In conformity with a State mandate, the Village consolidated our 24-hour Dispatch Center with the Addison Consolidated Dispatch Center (ACDC). Three of the Village's eight Telecommunicators were hired at ACDA, three remain with the Village in various capacities and two have found employment elsewhere.

Funding Capital Projects

The Village successfully secured \$360,000 in DCEO grant funding to assist with three Capital Projects. Of those funds, \$250,000 has been allocated for Court Room and Exterior Civic Center Upgrades.

HUMAN RESOURCES

Health Insurance Renewal

The Village successfully negotiated health insurance renewal rates with a 4.3% increase. This is compared to a 0% increase last year and a 2% and 13.4% increase in previous years.

Recruitment and Selection

The Village conducted a nationwide search for a new Chief of Police in partnership with the Illinois Association of Chiefs of Police. Douglas Flint was successfully selected and appointed to the position of Chief of Police.

Assisted in the recruitment and selection process for Village Departments. Positions included Assistant Finance Director, Assistant Planning and Zoning Administrator, Waste Water Lead Maintenance Worker, Part-Time Recreation Supervisors, Utilities Crew Leader, Streets Maintenance Worker, Parks & Grounds Maintenance Worker, Customer Service Associate, Office Technician, Utilities Maintenance Worker, Police Records Supervisor, Pre-School Assistant, and a variety of Public Works, Glendale Lakes Golf Club and Parks, Recreation & Facilities seasonal employees.

Employee Assistance Program

The organization utilization rate of the Employee Assistance Program was 105.1%. An increase of 15.7% compared to last year. The total utilization rate including individual and organizational use is 120.7%.

Contract Negotiation

The Village along with our Labor Attorney's successfully negotiated four of the five Union contracts, to negotiate the last contract during the 2016/17 fiscal year.

PUBLIC RELATIONS

Print Publications

In the January/February 2016 Village Newsletter, the Public Relations Division began printing the newsletter with a new edge-to-edge format. This allows for more printable space and utilization of the entire page.

Electronic Communication

E-Sign Communication

The Public Relations Division spearheaded the installation of two new signs and the upgrade of the existing sign. The Public Relations Division now manages all signs and continues to promote Village-wide events and important announcements.

Social Networking

The Public Relations Division has expanded our use of social media by including Snapchat and Instagram to our portfolio. Both platforms allow for the division to reach a new demographic and age group.

The Public Relations Division has also collaborated with the Bloomingdale Township Community Facebook page, and has been granted Administrator rights to post Glendale Heights Community programs and events.

Government Cable Access Channel (GHTV)

GHTV continues to develop and grow with the use of various programming throughout the year. In working with School Districts 15, 16 and 87, GHTV displayed vital information in the events of school closings due to inclement weather. Additionally, programming included various Village events along with programming provided by the College of DuPage, District 87 and other community events. Additionally, promotional videos have been aired to help market Village programs and events.

The Public Relations Division continued to improve coverage of Village meetings by upgrading equipment in the control room to include better graphics, new format, enhanced intro and outro, and tapeless recording. The division is continuing to research new capabilities and improvements.

Media Relations

Public Relations Division personnel have joined various Village and community-wide committees and Organizations including the Village Green Team, the Village Health & Wellness Committee, the Charity Golf Classic [Committee](#), the Founders Day Committee, the Glendale Heights Chamber of Commerce, the Glendale Heights Kiwanis Club, the Glendale Heights' Character Counts Coalition and the DuPage County Talk DuPage forum. This allows for the

Public Relations Division to keep informed on Village-wide events and information, while also having the ability to directly share information to an expanded audience.

The Public Relations Division has joined the DuPage County Talk DuPage forum. Talk DuPage is a group of local and county communication professionals who meet quarterly to discuss various marketing trends and techniques.

The Public Relations Division continued to work closely with Shaw Media (Daily Herald), the Chicago Tribune, mysuburbanlife.com and many other media outlets to help disseminate information to residents via print and online. Information has been distributed through press releases and social media to various media both locally and regionally. There continues to be an increase in positive articles related to Village programs and services.

SENIOR SERVICES

In 2010, the Village's Center for Senior Citizens opened offering comprehensive senior citizen resources, innovative programming, information sessions, social events and exciting trips. The Center was designed with the active senior in mind and includes a game room, fitness room designed for older adults, arts & crafts room as well as a full-service salon. The Center has a library with a cozy fireplace, filled with great books to read and four computer stations with internet access.

The Center membership is just under 2,000 members. After completing our fourth annual survey, we asked our members what we can do to better serve them. The response was overwhelming. Statements such as: "It is a very good feeling to enter the Senior Center with the content & smiley faces of the staff. Keep up the good work!", "This is one of my favorite places to be!". The surveys give staff and volunteers ideas for different programs and activities. Some of these suggestions the center will be trying to implement in 2016.

The staff will work with our advisory council, members and community to make our center a true one-stop for our members needs for all avenues of their lives. Many seniors took advantage of the new services offered in 2015 such as Benefit Access Application (BAA) assistance. This application is completed online and assists the senior to get a discount license plate stickers or/and a RTA ride free card.

Volunteerism continues to be an important part of our center and its daily function. In 2015, 41 individuals volunteered 2,355.45 hours to benefit the Center. Aside from assisting in the everyday programming, our wonderful volunteers helped 16 special events become a reality, including Bake Sales and a Halloween party.

The Center's Craft instructs organized the Center's 3rd annual Craft Fair. The proceeds for table rental went toward craft supplies.

A Center first was that our line dance group performed on stage at Glendale Heights Fest.

An important component of the Center operations are the senior social services, including its community dining program that provides Meals-on-Wheels as well as congregate dining at the Center. As part of our congregate dining, we provide the "lunch-n-learn" program. Along with our community partners, the Center also holds informational sessions on important social service topics that keep our seniors educated on healthy lifestyles and promote senior safety. In 2015, community partners helped us provide 79 programs and 3,305 meals were served. There were 11,637 home delivered meals sent from the Center's kitchen.

The Center is a certified Senior Health Insurance Program (SHIP) site. Part of the agreement with the State of Illinois is that the Center's SHIP Volunteers will educate Medicare Beneficiaries and their family to help make an educated choice about health care coverage.

Our "Hidden Treasure" gift shop continues to flourish with generous donations from residents and businesses. These funds help the Center staff continue to plan additional program activities.

An additional revenue source for the Center is the incredibly successful community room rental that hosted 142 birthday, shower and anniversary events in 2015.

FY 2016/17 GOALS AND OBJECTIVES

VILLAGE ADMINISTRATION & HUMAN RESOURCES DIVISION

Goal #1: Assist departments with community and economic development

- ❖ Work with Community Development Department to market Village-owned and vacant properties; promote new commercial development and redevelopment within select locations.
- ❖ Work with Parks Division to complete the Parks Master Plan update.
- ❖ Maintain strong public and private partnerships to capitalize and coordinate all resources and assets in the community; work with Chamber of Commerce to strengthen our coordination with Community Development efforts.

Goal #2: Maintain/Enhance the Village of Glendale Heights operational efficiencies

- ❖ Work with departments to develop goals and objectives that relate to their divisional budget items for review and approval of Village President and Board of Trustees.
- ❖ Review/analyze all departments/divisions on an annual basis for operational improvements and efficiencies.
- ❖ Forge and maintain strong public and private partnerships to capitalize upon and coordinate all resources and assets the community has to offer in carrying out plans, policies and programs.
- ❖ Investigate/explore new technology for better/more efficient ways to conduct program and services.

Goal #3: Effectively prepare for upcoming union negotiations with the F.O.P. Sergeants.

- ❖ Meet regularly with management teams to review language for F.O.P. Sergeants contract to gain an understanding of negotiation items.
- ❖ Review the notes/minutes of previous negotiations to allow HR to study the issues raised.
- ❖ Review the manner in which the contract impacted the efficiency and effectiveness of the Village.
- ❖ Generate and review accurate data in respect to wages and benefits.
- ❖ Look at external factors such as other employer's compensation packages for similar work, major benefits provided by comparable employers, and recent contract settlement terms.
- ❖ Develop draft negotiating ranges that address all of the economic and non-economic provisions of the contract.
- ❖ Prepare a rough negotiating timetable to facilitate the completion of the contract.
- ❖ Successfully negotiate and reach contract agreements with F.O.P. Sergeants union contract.

Goal #4: Maintain a highly qualified workforce that supports the Village's mission, vision and values

- ❖ Provide a work environment where employees are engaged, teamwork is paramount, ideas are rewarded, and successes are celebrated.
- ❖ Promote professional growth and development opportunities through an improved employee recruitment, selection, retention and training process.
- ❖ Develop comprehensive career management tools, job enrichment strategies, and mentoring programs to help employees prepare for new opportunities.
- ❖ Assess job performance based on meaningful standards and measures through the implementation of Halogen evaluation software.
- ❖ Provide basic training and education to develop and maintain employees' knowledge.

Goal #5: Promote a safe and healthy work environment for employees to experience job satisfaction in their achievements and contributions

- ❖ Increase employees' awareness and understanding of their individual safety responsibilities.
- ❖ Reduce costs associated with accidents by maintaining an active safety program that promotes a safe and healthy work environment.
- ❖ Continue strong commitment to bringing injured employees back to work as quickly as possible following an injury or occupational disease.
- ❖ Update worker's compensation and accident policies and procedures.
- ❖ Review hazardous materials exposure to employees.

Goal #6: Effectively prepare for upcoming insurance renewals

- ❖ Generate and review accurate data in respect to insurance benefits.
- ❖ Look at external factors such as other employers compensation packages for similar work, major benefits provided by comparable employers, and recent contract settlement terms.
- ❖ Work with Village brokers to negotiate future terms for health care and general liability coverage.

Goal #7: Continue to review and update the Village's Personnel Policy

- ❖ Review current policies and procedures for updates to reflect any changes in Federal and State laws.

Goal #8: Implement and utilize e-Performance Evaluation System for all Village Employees

- ❖ Review current Performance Evaluation processes and forms.
- ❖ Meet with Department Managers to develop an evaluation tool to properly evaluate performance and implement in the e-Performance System.
- ❖ Provide training to all employees.

PUBLIC RELATIONS

Goal #1: Expand community awareness through E-newsletter

- ❖ Gather additional email addresses to add to database.
- ❖ Send monthly emails highlighting upcoming events and programs.
- ❖ Design E-newsletter to mirror printed Village Newsletters.

Goal #2: Re-brand Village Newsletter

- ❖ Develop branding of the Village Newsletter.

- ❖ Rename the Village newsletter from Village News.
- ❖ Enhance layout design by using accents of the Iris, the Village flower.

Goal #3: Launch and further develop the new Village Website

- ❖ Monitor design and ease of use.
- ❖ Continue to work directly with Executive Staff and designated department personnel on specific content that is conducive for staff and the general public.
- ❖ Include the Parks, Recreation and Facilities Department's website under the Village of Glendale Heights' main website hosting.
- ❖ Accept feedback and make improvements as necessary.

Goal #4: Expand public information outreach and interaction through social media

- ❖ Research and develop alternative social media platforms.
- ❖ Expand the use of social media to new outlets as they become available.
- ❖ Introduce various hashtags to programs and events to develop branding.

Goal #5: Expand the Village's Government Access Channel (GHTV)

- ❖ Work with Village Departments and Organizations in various programming.

Goal #6: Develop media relations

- ❖ Work with various media outlets on various sponsorship programs.
- ❖ Provide more notice and press releases.
- ❖ Research possibilities of having live feeds from various events and programs to highlight the Glendale Heights community.

Goal #7: Enhance public awareness

- ❖ Register and attend various expos and conferences to enhance the Village's public image and visibility in the Community and surrounding areas.
- ❖ Provide more educational opportunities in the Public. Relations/Marketing/Communications field.

Goal #8: Research and apply for grants

- ❖ Research technology grant opportunities.
- ❖ Research media and advertising grant opportunities.
- ❖ If applicable, budget for grant match funding in the 2017/2018 budget cycle.

SENIOR SERVICES DIVISION

Goal #1: Promote membership growth and retention

- ❖ Expand current marketing and outreach to seniors in surrounding communities such as Bloomingdale, Glen Ellyn and Carol Stream that are not currently served by a Senior Center.
- ❖ Utilize a day pass to have non-residents experience what the center has to offer.
- ❖ Expand services to ethnic minorities by offering programming and activities that reflect diverse cultures.

Goal #2: Continue to develop one-stop services

- ❖ Offer seniors the ability to address and resolve more of their village and county related business while at the Center, including the "Benefit Access Application".
- ❖ Provide Village vehicle stickers all year including new vehicles.

Goal #3: Continue to strengthen community partnerships

- ❖ Develop and expand educational programs and referral network through community partnerships beyond current agencies that include the Glendale Heights Police Department, Glenside Fire Protection District, the Office of the Illinois Attorney General and AMITA Health Adventist Medical Center, GlenOaks.
- ❖ Identify other enrichment opportunities for seniors via our yearly survey and visiting other centers.
- ❖ Market SHIP and BAA education to neighboring communities by reaching out to Bloomingdale Township, Milton Township and senior housing buildings.

Goal #4: Continue to implement new and improved programming

- ❖ Continue to utilize feedback methods and outreach to identify programs and services that seniors require or would meet the diverse interests of our senior population.
- ❖ Develop questionnaires for feedback for weekend and men focus programming.

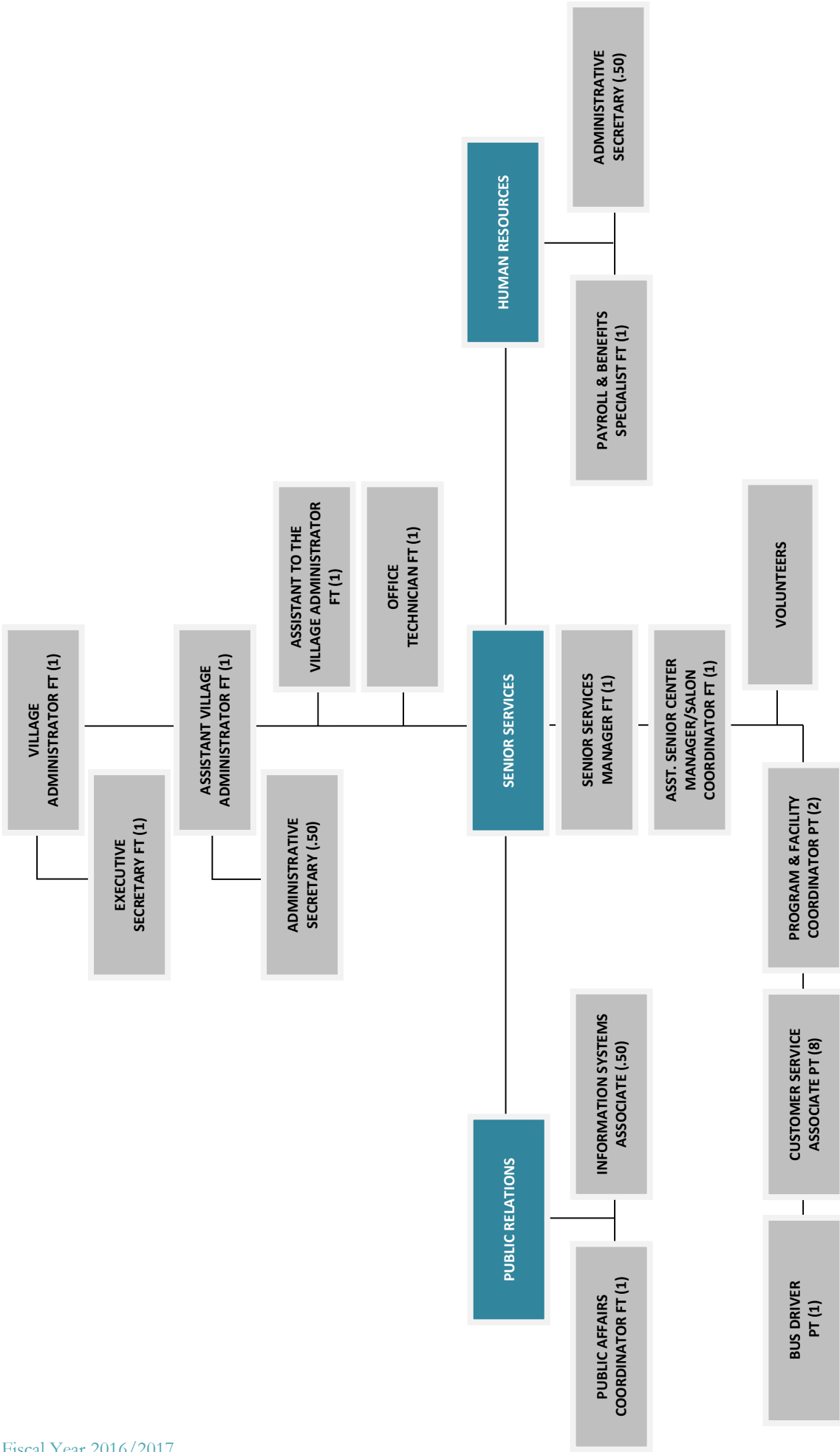
Goal #5: Seek ways to increase community room rentals

- ❖ Increase awareness and exposure of community room rental.
- ❖ Create a customer rewards program for repeat clients that encourages repeat rental of the community room.
- ❖ Create a customer referral program for rental clients.
- ❖ Create weeknight rental discount program.

FY 2016 / 2017

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

ADMINISTRATION



The Administration Department is responsible for providing support services to all other operating departments in the organization. These services include general supervision of all departments by the Village Administrator and the Assistant Village Administrator, publication, cable TV productions, web page assistance, human/senior services and village-wide employee services, including recruitment, testing, benefit administrator, insurance claims coordination, payroll maintenance, and employee records. Total number of employees: 10 Full-Time, 11 Part-Time and an Information Systems Associate that is split with Administrative Services.

ADMINISTRATION: VILLAGE ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village Administration's Office is the center point for communication between the Village President and Board of Trustees, various Village departments and Glendale Heights' citizenry. To this end, the Village Administration's Office is responsible for coordinating communication among each of the partners that comprise local government. The General Administration Division provides leadership for the Village government organization by translating policy as established by the Village Board into operating programs. Administration ensures that the Village's mission statement remains the catalyst behind all operational endeavors.

Additionally, the Executive Division, with assistance from the Department of Finance, oversees the careful allocation of financial resources to ensure that cost-efficient service delivery remains an operational standard.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1110	513	10	10	E	F-TIME & REG.PART-TIME			363,170.29	371,962.00	372,667.42	378,838.00	1.85%
101	1110	513	15	10	E	EMPLOYEE BENEFIT-FICA			19,437.23	23,198.00	19,170.46	23,488.00	1.25%
101	1110	513	16	14	E	TRAVEL, MEETING & CONF.			1,359.15	2,300.00	1,906.91	2,000.00	-13.04%
101	1110	513	16	15	E	TRAINING & SEMINARS			338.00	350.00	276.00	350.00	0.00%
101	1110	513	16	16	E	MEDICARE-EMPLOYER IN-HOUSE TRAIN/EMP			5,042.55	5,426.00	5,181.74	5,493.00	1.23%
101	1110	513	16	33	E	RECOG			7,076.41	10,000.00	6,745.44	10,000.00	0.00%
101	1110	513	24	12	E	PRINTING & BINDING MISCELLANEOUS OFFICE			45.96	106.00	105.45	100.00	-5.66%
101	1110	513	31	99	E	SUPL			226.81	244.00	236.52	250.00	2.46%
101	1110	513	37	80	E	GAS & FUEL			981.24	1,500.00	783.07	1,100.00	-26.67%
101	1110	513	37	99	E	MISCELLANEOUS SUPPLIES			21.49	150.00	16.94	150.00	0.00%
Total									397,699.13	415,236.00	407,089.95	421,769.00	1.57%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Staffing levels remained the same, budgeting anticipated COLA and step increases.
- ❖ No other material changes from the prior year.

Purchased Services

- ❖ No material changes from the prior year.

Materials and Supplies

- ❖ Gas & Fuel increased decreased due to the fluctuation in gas pricing
- ❖ No other material changes from the prior year.

Other Expenses

- ❖ No material changes from the prior year.

ADMINISTRATION: HUMAN RESOURCES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Human Resources Division provides centralized personnel services for all Village departments. The Division is responsible for all aspects of human resources from recruiting through separation of service, labor management negotiations, workers' compensation, benefit administration, and implementation of personnel policies and procedures.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1111	513	10	10	E		F-TIME & REG.PART-TIME	107,876.16	107,552.00	111,894.64	111,153.00	3.35%
101	1111	513	15	10	E		EMPLOYEE BENEFIT-FICA	6,340.97	6,668.00	6,565.90	6,892.00	3.36%
101	1111	513	16	14	E		TRAVEL, MEETING & CONF.	81.95	300.00	300.00	300.00	0.00%
101	1111	513	16	16	E		MEDICARE-EMPLOYER	1,483.05	1,559.00	1,535.68	1,612.00	3.40%
101	1111	513	24	12	E		PRINTING & BINDING	2,817.24	2,850.00	2,676.51	2,850.00	0.00%
101	1111	513	24	15	E		EMPLOYEE PHYSICAL EXAM	8,885.00	12,000.00	12,107.00	12,000.00	0.00%
101	1111	513	24	16	E		RECRUITING AND TESTING	3,412.11	17,500.00	16,800.70	3,000.00	-82.86%
101	1111	513	24	99	E		OTHER PURCHASE-SERVICES	4,347.50	4,500.00	4,232.33	4,500.00	0.00%
101	1111	513	31	99	E		MISCELLANEOUS OFFICE SUPL	598.37	550.00	532.74	550.00	0.00%
101	1111	513	37	99	E		MISCELLANEOUS SUPPLIES	3,059.18	2,875.00	2,745.08	3,700.00	28.70%
101	1111	513	62	10	E		MEMBERSHIP DUES	2,355.00	2,405.00	2,043.00	2,405.00	0.00%
Total								141,256.53	158,759.00	161,433.58	148,962.00	-6.17%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Staffing levels remained the same, budgeting anticipated COLA and step increases
- ❖ No other material changes from the prior year.

Purchased Services

- ❖ Recruiting related expenses decreased by \$500 due to not having to maintain Criticalll annually.

Materials & Supplies

- ❖ Service awards for employees are higher in FY 2016/17 than in FY 2015/16 due to more employees receiving service awards.

Other Expenses

- ❖ Membership dues are estimated to increase.

ADMINISTRATION: PUBLIC AFFAIRS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Affairs Division of the Administration Department is responsible for planning, directing and implementing all public relations strategies and initiatives for the Village. The Public Affairs Division is also responsible for coordinating outreach to the community through the Village's many print publications, the Village website, social media, and other specialized forms of media. This division also oversees the daily activities of the Village cable access channel.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1112	513	10	10	E	F-TIME & REG.PART-TIME	50,027.49	54,130.00	54,120.79	58,276.00	7.66%
101	1112	513	15	10	E	EMPLOYEE BENEFIT-FICA	3,063.82	3,357.00	3,316.14	3,614.00	7.66%
101	1112	513	16	15	E	TRAINING & SEMINARS	656.25	1,175.00	809.00	1,175.00	0.00%
101	1112	513	16	16	E	MEDICARE-EMPLOYER	716.60	785.00	775.59	845.00	7.64%
101	1112	513	24	12	E	PRINTING & BINDING	29,821.80	28,243.00	23,739.51	22,756.00	-19.43%
101	1112	513	24	32	E	SOFTWARE SUPPORT & MAINT	1,254.90	2,297.00	2,197.89	2,398.00	4.40%
101	1112	513	24	99	E	OTHER PURCHASE-SERVICES	1,184.11	8,800.00	1,365.54	1,700.00	-80.68%
101	1112	513	31	17	E	POSTAGE	15,119.25	15,500.00	15,081.60	15,500.00	0.00%
101	1112	513	31	99	E	MISCELLANEOUS OFFICE SUPL	666.94	1,000.00	990.62	600.00	-40.00%
101	1112	513	32	14	E	COMPUTER SOFTWARE	1,157.87	500.00	470.00	500.00	0.00%
101	1112	513	37	99	E	MISCELLANEOUS SUPPLIES	96.18	200.00	50.24	200.00	0.00%
101	1112	513	39	99	E	OTHER OPERATING EQUIPMENT	2,770.08	900.00	826.00	1,360.00	51.11%
101	1112	513	55	60	E	OTHER OFFICE EQUIPMENT	11,674.57	2,503.00	1,942.57	1,000.00	-60.05%
101	1112	513	62	11	E	SUBSCRIPTIONS	310.00	510.00	455.00	560.00	9.80%
Total							118,519.86	119,900.00	106,140.49	110,484.00	-7.85%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ The full-time and regular part-time budget only includes the salary and anticipated COLA and step increase of a full-time Public Affairs Coordinator.
- ❖ Training and seminars budget remained the same. This budget is to assist with the Villages visibility at expos to promote Village services and employment opportunities.

Purchased Services

- ❖ Printing and binding decreased by \$5,487 due to the accepted publication printing bid.
- ❖ Software support and maintenance increased by \$101 to include the fee for Roxio a CD/DVD duplication software.
- ❖ Other purchase services decreased by \$7,100 due to the purchase of New Business Packet materials during the 2014/2015 budget cycle.
- ❖ The other operating equipment budget increased by \$460 due to the purchase of various operating equipment.

Materials & Supplies

- ❖ Miscellaneous office supplies decreased by \$600 due to the purchase of sustainable marketing supplies being purchased during the 2014/2015 budget cycle.

Repairs and Maintenance

- ❖ There was a decrease of \$1,503 due to the purchase of sustainable equipment during the 2014/2015 budget cycle. This new equipment is under warranty and will allow for little to no repairs or maintenance.

Other Expenses

- ❖ Subscriptions increased by \$50 to allocate funding toward the Village's membership to the Glendale Heights Kiwanis Club.

ADMINISTRATION: SENIOR SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Glendale Heights Center for Senior Citizens is open year round and has over 2,000 members that use the facility throughout the year. The new facility was opened on August 1, 2010, and offers a variety of programs, as well as senior trips, salon services, shopping, crafts and affordable transportation. The Center also offers its members use of the facilities game room, arts and crafts room, sewing room, exercise room, and library. The Center has a beautiful new Community Room that can seat up to 140 people, and has an attached lighted outdoor veranda.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1117	513	10	10	E	F-TIME & REG.PART-TIME	245,798.74	246,068.00	247,420.89	254,917.00	3.60%
101	1117	513	10	99	E	OVERTIME PAY		100.00		100.00	0.00%
101	1117	513	15	10	E	EMPLOYEE BENEFIT-FICA	14,948.94	15,256.00	15,037.09	15,805.00	3.60%
101	1117	513	16	14	E	TRAVEL, MEETING & CONF.	938.13	1,250.00	1,167.07	1,250.00	0.00%
101	1117	513	16	15	E	TRAINING & SEMINARS	1,017.55	1,200.00	762.75	1,200.00	0.00%
101	1117	513	16	16	E	MEDICARE-EMPLOYER	3,496.27	3,568.00	3,516.76	3,696.00	3.59%
101	1117	513	24	12	E	PRINTING & BINDING	4,100.05	5,200.00	5,244.82	5,100.00	-1.92%
101	1117	513	24	32	E	SOFTWARE SUPPORT & MAINT	1,620.10	1,670.00	1,674.14	6,585.00	294.31%
101	1117	513	24	99	E	OTHER PURCHASE-SERVICES	8,107.89	7,741.00	7,746.18	7,200.00	-6.99%
101	1117	513	31	17	E	POSTAGE	942.28	1,050.00	1,074.83	1,125.00	7.14%
101	1117	513	31	99	E	MISCELLANEOUS OFFICE SUPL	3,381.39	3,200.00	2,848.56	4,000.00	25.00%
101	1117	513	37	10	E	UNIFORMS	609.97	700.00	661.99	500.00	-28.57%
101	1117	513	37	80	E	GAS & FUEL	3,874.58	3,400.00	2,765.03	3,600.00	5.88%
101	1117	513	37	81	E	SALON SUPPLIES	6,179.12	6,600.00	6,904.59	7,200.00	9.09%
101	1117	513	37	99	E	MISCELLANEOUS SUPPLIES	3,378.11	3,500.00	3,053.31	3,500.00	0.00%
101	1117	513	39	99	E	OTHER OPERATING EQUIPMENT	1,300.53	1,240.00	1,312.31	1,100.00	-11.29%
101	1117	513	52	10	E	LEASES-EQUIPMENTS	4,127.75	4,000.00	4,379.98	4,000.00	0.00%
101	1117	513	53	17	E	FITNESS ROOM R&M	1,500.00	1,400.00	1,310.45	1,500.00	7.14%
101	1117	513	62	10	E	MEMBERSHIP DUES	527.88	670.00	393.00	670.00	0.00%
101	1117	513	62	11	E	SUBSCRIPTIONS	211.34	561.00	548.86	581.00	3.57%
101	1117	513	63	99	E	OTHER COMM. CONTRIBUTION	15,000.00	15,000.00	15,829.31	15,000.00	0.00%
101	1117	513	69	22	E	LICENSES	770.64	1,078.00	958.00	1,078.00	0.00%
101	1117	513	69	31	E	SALON GRATUITIES	1,782.66	1,500.00	735.68	1,500.00	0.00%
101	1117	513	69	32	E	GIFT SHOP EXPENSE	2,477.52	1,500.00	4,774.03	3,000.00	100.00%
101	1117	513	71	12	E	ADULT GENERAL PROGRAM	3,675.00	6,000.00	6,565.10	6,000.00	0.00%
101	1117	513	72	12	E	ADULT GENERAL PROGRAM	1,398.13				0.00%
101	1117	513	72	41	E	BEVERAGE PURCHASES	3,532.40	4,000.00	2,611.35	4,000.00	0.00%
101	1117	513	72	42	E	SPECIALTY LINENS PURCH	2,397.52	2,600.00	2,545.10	2,600.00	0.00%
101	1117	513	72	43	E	WAITSTAFF SERVICES PURCH	2,910.88	5,700.00	1,543.24	2,200.00	-61.40%
101	1117	513	72	44	E	SENIOR HOLIDAY LUNCHEON	3,703.66	4,100.00	3,708.16	4,000.00	-2.44%
101	1117	513	72	45	E	SENIOR TRIPS EXPENSE	53,400.46	55,000.00	47,204.80	55,000.00	0.00%
101	1117	513	72	46	E	SENIOR HEALTH INS PGM	6,169.45				0.00%
101	1117	513	72	48	E	SNACKS	358.13	400.00	260.72	300.00	-25.00%
101	1117	513	72	49	E	SALON RETAIL EXPENSES		1,250.00	1,323.15	2,250.00	80.00%
101	1117	513	72	50	E	FACILITY SET UP EXPENSE		2,000.00	1,800.00	2,000.00	0.00%
Total							403,637.07	408,502.00	397,681.25	422,557.00	3.44%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Staffing levels remained the same budgeting anticipated 2.0% COLA and level increases to eligible employees.

Purchased Services

- ❖ Software support increased due to anticipated upgrade to Vermont Systems application.

Materials & Supplies

- ❖ Materials and supplies are estimated to increase due to additional salon products being sold at retail.

Repairs and Maintenance

- ❖ Repairs and Maintenance is budgeted for a small increase.

Other Expenses

- ❖ Program expense line items increased with an equal offset revenue.

ADMINISTRATION: CENTRAL SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Central Services Division is a centralized grouping for major costs shared by multiple Village departments such as; Medical Insurance, Unemployment Insurance, Police Pension Employer Contribution, Legal Services, Engineering Fees, Legislative Liaison Services, Adjudication Services, General Office Supplies, Office Equipment Rentals, Utilities, Village-wide committees, and Banking Services.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1118	513	15	10	E		EMPLOYEE BENEFIT-FICA UNEMPLOYMENT			267.39		0.00%
101	1118	513	15	11	E		INSURANCE	24,174.06	15,000.00	3,868.55	15,000.00	0.00%
101	1118	513	16	12	E		MEDICAL-EMPLOYER	2,144,626.89	2,248,381.00	2,164,114.97	2,532,860.00	12.65%
101	1118	513	16	16	E		MEDICARE-EMPLOYER EMPLOYER CONT.			311.43		0.00%
101	1118	513	16	17	E		P.PENSION	1,654,144.06	1,634,855.00	1,641,414.22	1,737,778.00	6.30%
101	1118	513	16	18	E		SICK DAYS BUY BACK ONLY	123,448.85		322,932.09		0.00%
101	1118	513	16	30	E		OPT OUT MED INSURANCE HEALTH & WELLNESS PROG.	28,174.94	31,409.00	31,346.00	23,950.00	-23.75%
101	1118	513	16	32	E			375.00	375.00	375.00	750.00	100.00%
101	1118	513	21	11	E		PROF-LEGAL	390,646.81	370,000.00	373,798.91	350,000.00	-5.41%
101	1118	513	21	12	E		PROSECUTORS	119,832.24	120,000.00	122,939.11	120,000.00	0.00%
101	1118	513	21	13	E		ADJUDICATOR	5,400.00	6,000.00	5,400.00	6,000.00	0.00%
101	1118	513	21	14	E		ENGINEERING	1,206.10	2,000.00	211.00	2,000.00	0.00%
101	1118	513	21	17	E		LEGISLATIVE LIAISON	42,000.00	42,000.00	42,000.00	42,000.00	0.00%
101	1118	513	21	99	E		OTHER PROFESSIONAL	9,746.84	4,860.00	2,795.12	4,860.00	0.00%
101	1118	513	24	12	E		PRINTING & BINDING	3,485.77	3,125.00	2,595.64	3,125.00	0.00%
101	1118	513	31	17	E		POSTAGE MISCELLANEOUS OFFICE SUPL	52,862.98	55,850.00	49,249.16	55,850.00	0.00%
101	1118	513	31	99	E			39,509.99	51,029.00	40,750.11	51,250.00	0.43%
101	1118	513	37	98	E		GREEN INITIATIVE	1,676.95	1,300.00	1,257.77	1,300.00	0.00%
101	1118	513	37	99	E		MISCELLANEOUS SUPPLIES	11,263.16	13,750.00	12,999.31	13,500.00	-1.82%
101	1118	513	51	10	E		TELEPHONE	38,015.25	40,100.00	35,076.91	37,850.00	-5.61%
101	1118	513	51	12	E		CELLULAR PHONE	32,890.56	30,500.00	26,192.87	22,100.00	-27.54%
101	1118	513	51	13	E		ELECTRICITY	21,965.84	30,000.00	18,431.16	25,000.00	-16.67%
101	1118	513	51	14	E		NATURAL GAS	10,061.62	18,000.00	5,921.72	10,000.00	-44.44%
101	1118	513	52	11	E		RENTALS-EQUIPMENTS	20,049.18	21,860.00	20,974.69	22,450.00	2.70%
101	1118	513	55	60	E		OTHER OFFICE EQUIPMENT	4,452.82	7,000.00	5,519.80	7,100.00	1.43%
101	1118	513	56	15	E		NORTH AVENUE PROPERTY	2,227.57	3,000.00	1,512.43	3,000.00	0.00%
101	1118	513	69	39	E		MEMORIAL PARK BRICKS		100.00	94.49	100.00	0.00%
101	1118	513	69	40	E		COLLECTION AGENCY FEE	142,049.55	83,000.00	174,683.51	116,000.00	39.76%
101	1118	513	69	78	E		BANK FISCAL CHARGES	23,578.78	20,000.00	29,280.59	20,000.00	0.00%
101	1118	513	69	90	E		BAD DEBTS/WRITE OFF	25,000.00	25,000.00	25,000.00	25,000.00	0.00%
Total								4,972,865.81	4,878,494.00	5,161,313.95	5,248,823.00	7.59%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Medical Insurance costs are expected to increase based on loss run data and premium renewal information supplied by the Village's insurance broker.
- ❖ The Village's contribution to the Police Pension Fund is higher based on the most recent independent actuarial valuation report.
- ❖ Opt-Out medical insurance payments are expected to be lower, due to a fewer number of employees electing to receive the incentive payment.

Professional Services

- ❖ Legal Services are anticipated to decrease primarily due to Union contracts which were negotiated and settled in the prior year.

Purchased Services

- ❖ No material changes from the prior year.

Materials & Supplies

- ❖ Decrease in cellular phone charges due to a revision made to the phone and data plan.
- ❖ Decrease in Electricity resulting from lower estimated charges compared to the prior year.
- ❖ Decrease in Natural Gas charges as a result of a renegotiated Franchise Agreement.

Repairs & Maintenance

- ❖ No material changes from the prior year.

Other Expenses

- ❖ Collection Agency Fees are expected to increase due to the continuation of the Utility Tax Audit, and the agreed upon associated revenue recovery fees due to the firm performing the audit.

POLICE DEPARTMENT

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Police Department is organized into six budget divisions: Administration, Patrol, Support Services, Investigations, Community Oriented Policing, and State and Federal Grants.

The Police Department has an authorized strength of 52 budgeted full time sworn officers. The Support Division responsibilities include policy and procedure review, accreditation preparation, Community Outreach, budgeting and grant funding, records management, juvenile and adult investigations, School Resource Officers, crime prevention, E911, Emergency Management, evidence management and Safety Town. The Operations Division responsibilities include Community Oriented Policing, police training, firearms range, accident investigation, animal control, patrol activities, and service calls. The Department is charged with the duty of protecting the lives and property of the Village's 34,208 residents by providing 24-hour emergency and non-emergency service.

TOTAL OPERATING BUDGET \$7,584,535

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATED	2016/17 BUDGET	% CHANGE
Administration	523,123	559,844	596,158	550,485	(1.7)%
Patrol	4,321,753	4,326,077	4,211,477	4,325,293	(0.2)%
Investigations	1,125,746	1,232,562	1,222,062	1,305,561	5.9%
Support Services	1,354,840	1,635,068	1,560,635	1,419,796	(13.2)%
Community Oriented Police	2,994	10,000	9,346	7,500	25.0%
State and Federal Grants	190,851	92,653	68,740	75,024	(19.0)%
TOTAL DIVISION	7,519,307	7,856,204	7,668,418	7,684,019	(2.2)%

SIGNIFICANT ACCOMPLISHMENTS IN FY 2015/2016

In addition to dealing with day to day operations, the Police Department initiated and completed several important projects during fiscal year 2015/2016.

Improved the efficiency of the Police Department in our processes and procedures without impacting the overall Mission of the Department and the level of service expected by the residents.

- ❖ Updated Records training/reference manual.

- ❖ Continued review ordinances to begin a collaborative effort with the Finance Department to develop a more efficient and effective means for collecting parking ticket revenues.

Work to maintain safe and secure neighborhoods, reduce crime and improve the quality of life for our residents.

- ❖ Completed an annual exercise at each school in the Village to create a better understanding of school personnel and law enforcement on active shooter response. In 2015, full exercises were performed at all schools located within the Village. The police developed training outlines for Department and School staff.
- ❖ Trained Department members in DUI and other traffic related topics. Department conducted 208 hours of traffic related training for officers in 2015.
- ❖ Produced newsletter articles regarding traffic safety. Newsletter articles were published about communication devices, texting, seat belt and child safety seats.
- ❖ Utilized the Village's cable access channel to broadcast relevant Public Service announcements. PSA's relating to text and cell phone usage while driving have been broadcast and will continue each year.
- ❖ Participated in DuPage County Health Department Narcan program to treat narcotics overdose victims. Narcan has been deployed to all officers.

Enhanced job satisfaction of employees through improved training program, leadership development and collaboration.

- ❖ Purchased equipment to facilitate increased defensive tactics training. Defensive tactics, baton and gun retention training was conducted.
- ❖ Surveyed Department members regarding career goals and training interests and results are being used by the Training Committee and staff to identify training assignments.
- ❖ Provided a minimum of one roll call training topic per month regarding policy review. This will be ongoing and topics regarding ALICE, Domestic Violence, Gypsy crime and Identity theft were completed in FY 2015.
- ❖ Created opportunities for members of the Department to interact and work cooperatively with members of other Departments within the Village. Members of the Department have been working cooperatively with Community Development in both Code Enforcement and Crime Free housing. Members have worked closely with Parks and Recreation on special events as well as teaching programs at the Senior Center.
- ❖ Entered into an IGA to assign one Glendale Heights Officer to a DEA Task Force.

Expanded upon or improved current programs to more effectively reach out to the Community we serve and continue fostering a partnership with the community which achieves our Department Mission.

- ❖ Conducted a Heroin Awareness program for the community. The program was well attended.

- ❖ Continued to enhance the Neighborhood Watch program by varying the monthly meeting topics. Topics included Heroin Awareness panel, SHIP program, and Gang Updates.
- ❖ Re-examined the school based drug prevention programs offered in local schools in light of Common Core Curriculum initiatives in our schools. DARE Program continues in Districts 15 and 16.
- ❖ Identified and established communications with Homeowners Associations and property management companies within Glendale Heights.

Enhance Emergency Preparedness within the Village.

- ❖ Updated Emergency Operations Plan in 2016. The updated plan was approved by the County.
- ❖ In cooperation with the National Weather Service, organized, promoted and hosted a Basic Weather Spotter class. The class was held in March of 2015, and over 50 people were in attendance.
- ❖ ESDA Division received Accreditation by DuPage County.

Identified staffing challenges and position vacancies as far in advance as possible and took active steps to ensure that positions remain vacant for as short of a time as possible.

- ❖ Worked with the Police Commission to conduct a Sergeants examination in 2015 and an eligibility list was posted with 5 candidates.
- ❖ Tested for and established a Detectives list.

Obtain CALEA reaccreditation and continued updating of General Orders and Operating Procedures of the Department.

- ❖ Continued active review of general Orders and Operations Procedures.
- ❖ Began reaccreditation files for November 2017 reaccreditation. File process was started and preparation was made to convert accreditation files to Power DMS.

FY 2016/17 GOALS AND OBJECTIVES

Goal #1: Improve the efficiency of the Police Department in our processes and procedures without impacting the overall Mission of the Department and the level of service expected by the residents.

- ❖ Update Records training/reference manual. (2016) (Records)
 - Seek sample training/reference manuals from other agencies
 - Break task into components and assign personnel and due dates for completion.
 - Update records manual to reflect consolidation and new duties of records clerks.
- ❖ In a collaborative effort with the Finance Department, develop a more efficient and effective means for collecting parking ticket revenues. (Records)
 - Review ordinances to streamline the collection procedures, added fees and booting.

- Research the viability of private company managing parking ticket processes. (Records)
- ❖ Improve the efficiency of transmitting electronic evidence to the DuPage County State's Attorney's Office. (2016) (Evidence, Records)
 - Determine the feasibility of utilizing Laserfische to upload evidence photos and videos (instead of officers burning the data to disk).
 - Determine if Laserfische will provide a secure means of archiving electronic evidence
 - If it is determined that it is feasible, work with the Evidence Officer to train patrol to upload electronic data to Laserfische instead of burning to disk.
 - If Initiatives 1 and 2 are positive, immediately upload electronic evidence to the DuPage County State's Attorney's Office when an evidence request is received.
- ❖ Complete an evaluation of the assignments to the Deputy Chief of Support and Operations. Create efficiencies to these positions by the sharing of responsibilities.
 - Review moving the investigations division back under the authority of the Deputy Chief of Support.
 - Add a report review function to the Deputy Chief of Support Operations.
 - Amend all policies to reflect changes.

Goal #2: Maintain safe and secure neighborhoods, reduce crime and improve the quality of life for our residents.

- ❖ Complete an annual exercise at each school in the Village to create a better understanding of school personnel and law enforcement on active shooter response., (2016, 2017) (Investigations)
 - Develop training outlines for Department and School staff.
 - Include AC/DC in on-site training and incorporate communications into scenario.
 - Schedule all Records division personnel and sworn officers to attend Active Shooter Response classes. (2016, 2017)
- ❖ Complete training program at each school and discuss ALICE concept with teachers and administrators. (2016) (Investigations)
- ❖ Reduce traffic crashes through Education and Enforcement. (2016) Patrol)
 - Research the feasibility of creating a traffic unit dedicated to traffic, DUI and truck enforcement. (2016)
 - If determined to be feasible identify officers to be selected. (Patrol)
 - Train selected officers in truck enforcement and other related topics.
 - Implement traffic unit program in stages. (2016)
 - Training for Department members in DUI and other traffic related topics.
 - Produce newsletter articles regarding traffic safety.
 - Complete presentations at the Senior Center. (2016)

- Utilizing the cable access channel identify existing relevant Public Service announcements or create our own for broadcast. (2016)
- ❖ Work with Red Flex to begin the infrastructure needed for a red light camera at the intersection of Glen Ellyn Road and North Avenue.
 - Develop policy for the monitoring of red light camera at Glen Ellyn Road and North Avenue.
 - Ensure staffing levels are adequate to review red light camera violations.

Goal #3: Enhance job satisfaction of employees through improved training program, leadership development and collaboration.

- ❖ Provide Department training based on the needs of the Department and the member's knowledge, skills and abilities. (Patrol)
 - Seek new volunteers for the training committee from multiple components within the Department. (2016)
 - Survey Department members regarding career goals and training interests. (2016)
 - Establish career track training programs. (2016)
- ❖ Increase the amount of roll call training being conducted. (Patrol)
 - Provide a minimum of one roll call training topic per month regarding policy review. (2016) (Patrol)
 - Each member of Investigations will present a minimum of one roll call training topic during the calendar year. (2016) (Investigations)
- ❖ Reinstitute Temporary Duty assignments to Investigations. (2016) (Investigations)
- ❖ Create opportunities for members of the Department to interact and work cooperatively with members of other Departments within the Village. (2016) (Patrol)
- ❖ Evaluate interest and implications of reinstituting leadership academy. (2016)
- ❖ Train all supervisors in the Mission and Values of the police department. (2016).
- ❖ With input from police department staff, patrol union, and village administration develop a vision statement for the police department. (2016).
- ❖ Train all supervisors within the police department in the tenants of Procedural Justice and Transformational Leadership. (2016).
 - ❖ Completed during monthly staff meetings, informal discussions and evaluations.

Goal #4: Expand upon or improve current programs to more effectively reach out to the Community we serve and continue fostering a partnership with the community which achieves our Department Mission.

- ❖ Conduct Heroin Awareness program for community. (2016) (Support)
Increase bike patrols 50%. (Patrol)
 - Identify areas where additional bike patrol will be beneficial. (2016)
 - Ensure that bike patrol occurs, whenever possible, at special events. (2016)
- ❖ Increase interactions between Department and Faith-Based community within Glendale Heights. (Support)
 - Create liaisons with individual churches within the community.
 - Re-establish the Police Chaplain program.
- ❖ Continue to enhance the Neighborhood Watch program by varying the monthly meeting topics. (2016) (Patrol)
- ❖ Offer ALICE presentation to Chamber of Commerce. (2016) (Investigations)
- ❖ Re-examine the school based drug prevention programs offered in local schools in light of Common Core Curriculum initiatives in our schools. (2016) (Investigations)
- ❖ Identify and establish communications with Homeowners Associations and property management companies within Glendale Heights. (2016) (Investigations)

Goal #5: Enhance Emergency Preparedness within the Village. (Emergency Management)

- ❖ Conduct Emergency Operations Center training with Executive Staff and Elected Officials. (2016)
- ❖ Update Emergency Operations Plan every two years. (2016)
- ❖ In cooperation with the National Weather Service, organize, promote and host a Basic Weather Spotter class. (2016)
- ❖ Conduct annual CERT training. (2016)
- ❖ Host first responder lunch for CERT and ESDA members. (2016)
- ❖ Update SNS plan for Village. (2016)
- ❖ Update the Emergency Operations Plan for the Village. (2016)

- Include all new buildings and construction re-models within buildings.

Goal #6: Utilize technology appropriately to enhance the overall effectiveness in providing service to the community and enforcement of law.

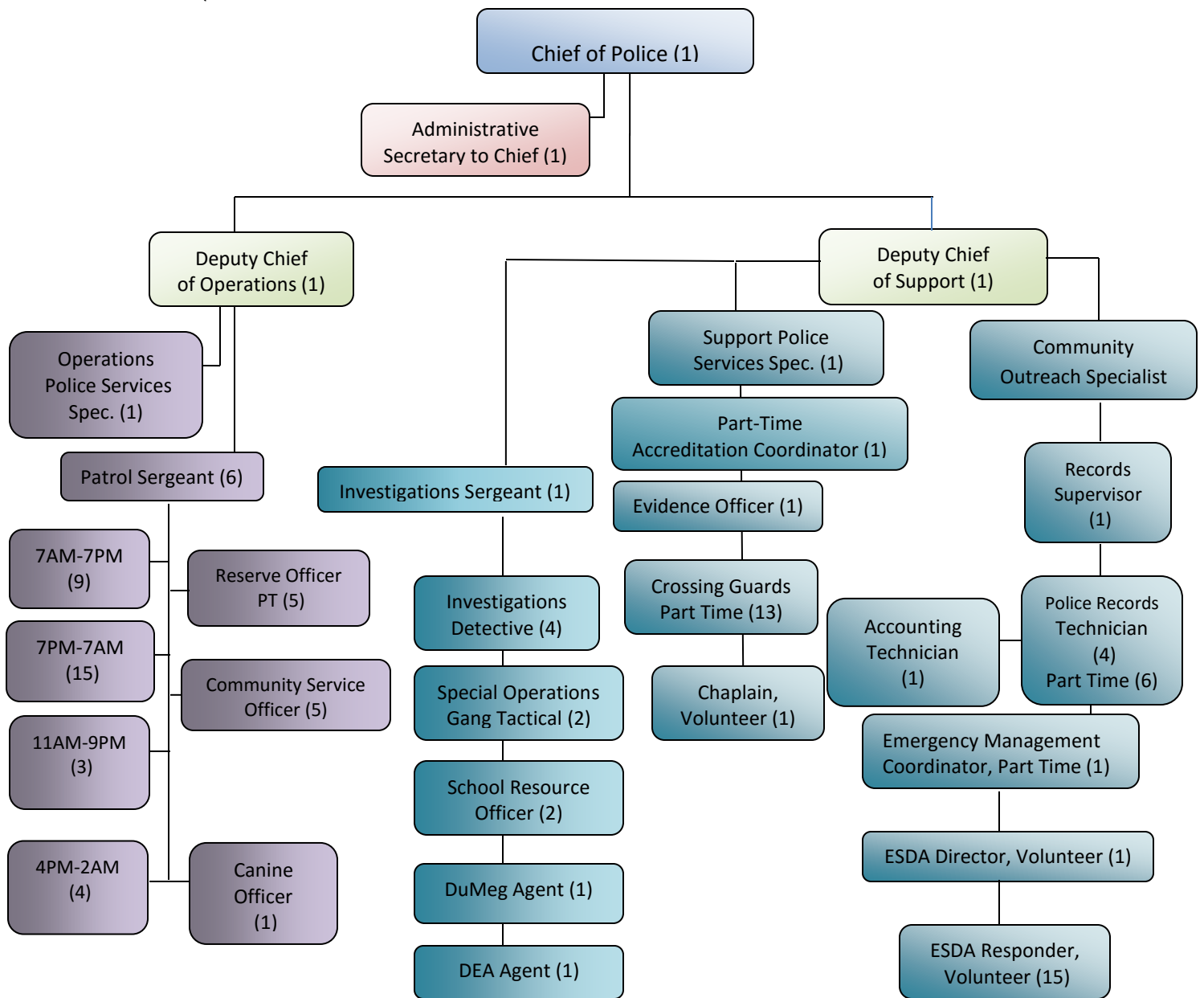
- ❖ Using non-operational budget funds, continue replacement of in-car video systems. (2016) (Patrol)
- ❖ Continue process of upgrading vehicles in the Department fleet. (2016) (Patrol)
- ❖ Actively participate in the ETSB's efforts to replace the CAD and NETRMS records management system. (2016) (Support)
- ❖ Research and budget for new Livescan Kiosk machine for lobby. (2016) (Support)

Goal #7: Identify staffing challenges and position vacancies as far in advance as possible and take active steps to ensure that positions remain vacant for as short a time as possible.

- ❖ Working with Police Commission, conduct an examination and create an initial eligibility list for Police Officer. (2016) (Operations)
- ❖ Test for and assign Detective positions. (2016) (Investigations)
- ❖ Maintain an eligibility list of part time records techs. (2016) (Support)

Goal #8: CALEA reaccreditation and continued updating of General Orders and Operating Procedures of the Department. (Support)

- ❖ Successful completion of on-site inspection in April of 2017
- ❖ Successful commission hearing and award of reaccreditation in July of 2017.
- ❖ Continued active review of general Orders and Operations Procedures. (2016)
- ❖ Continue reaccreditation files for November 2017 reaccreditation.
- ❖ Beginning in June of 2016 begin resident survey of the police department. (2016) (Support)
- ❖ Establish baseline resident survey for new police administration.



The Police Department is organized into two Divisions Operations and Support. It has an authorized strength of 52 full time sworn officers. The Support Division responsibilities include Investigations, CALEA, Community Outreach, budget and grant funding, records management, E911 ESDA and evidence management. The Operations Division responsibilities include Community Orientated Policing, police training, fire arms range, accident investigation, animal control, patrol, traffic citations, service calls, crime prevention, juvenile and adult investigations, School Resource Officers and Safety Town. The Department is charged with the duty of protecting the lives and property of the Village's 34,000 residents by providing 24-hour emergency and non-emergency service. (Total full-time employees 68, part-time 26 for a grand total of 96 employees; 16 volunteers).

POLICE DEPARTMENT: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This division manages all entities of the Police Department, and is responsible for ensuring the department is serving the community in an appropriate manner. The Administration Division consists of the Chief of Police, Deputy Chief of Support and Operations, Administrative Secretary, Community Outreach Specialist, a part-time Accreditation Coordinator and 2 Police Services Specialists. The Administration Division provides the following programs:

Community Outreach Programs

Community Outreach Programs offer the assistance of the department's specialist, who provides an appropriate referral system for those in need and a variety of social services and programs to individuals, families, groups and organizations within the community. The Department attempts to bridge the gap between the identification of the need for social services and the enrollment in outside programs.

Medical Supply Program

Thanks to the generous contributions of new or gently used medical equipment, the Village's Medical Supply Program has walkers, wheel chairs, canes, quad canes, crutches, commodes and other bathroom equipment, slings, and more, that may be borrowed FREE of charge to residents.

Digital Cell Phone Program

The Village of Glendale Heights' digital cell phone program is dedicated to providing the highest quality service to the elderly and disabled in our community with recycled cell phones for 9-1-1 calls.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015	FY 2016	FY 2016	FY 2017	%
TYPE							ACTUAL	BUDGET	ACTUAL	BUDGET	Change
DESCRIPTION											
101	1210	521	10	10	E	F-TIME & REG.PART TIME	418,638.58	439,112.00	481,129.47	430,303.00	-2.01%
101	1210	521	10	99	E	OVERTIME PAY				500.00	0.00%
101	1210	521	15	10	E	FICA-EMPLOYER	14,394.34	15,377.00	14,862.55	15,679.00	1.96%
101	1210	521	16	14	E	TRAVEL, MEETING & CONF.	1,335.83	2,300.00	2,149.42	2,100.00	-8.70%
101	1210	521	16	15	E	TRAINING & SEMINARS	24,631.51	39,697.00	35,984.45	40,500.00	2.02%
101	1210	521	16	16	E	MEDICARE - EMPLOYER	5,786.23	6,363.00	6,284.24	6,079.00	-4.46%
101	1210	521	16	31	E	EMPLOYEE-SEVERANCE PAY		7,766.00	7,716.36		-100.00%
101	1210	521	24	12	E	PRINTING & BINDING	200.95	380.00	297.94	380.00	0.00%
101	1210	521	24	17	E	POLYGRAPH TEST	160.00	160.00		320.00	100.00%
101	1210	521	24	32	E	SOFTWARE SUPPORT & MAINT	8,429.00	1,999.00	1,411.11	1,949.00	-2.50%
101	1210	521	35	99	E	OTHER POLICE GEN.SUPLS.	36.74	200.00	74.93	200.00	0.00%
101	1210	521	37	10	E	UNIFORMS	41,468.13	39,265.00	39,627.90	41,900.00	6.71%
101	1210	521	62	10	E	MEMBERSHIP DUES	990.00	1,110.00	978.00	2,060.00	85.59%
101	1210	521	62	11	E	SUBSCRIPTIONS	51.24	295.00		295.00	0.00%
101	1210	521	69	13	E	ACCREDITATION (CALEA)	6,725.78	5,545.00	5,366.65	7,420.00	33.81%
101	1210	521	69	14	E	MISCELLANEOUS LICENSES	275.00	275.00	275.00	300.00	9.09%
101	1210	911	81	10	E	POLICE DEPARTMENT				500.00	0.00%
Total							523,123.33	559,844.00	596,158.02	550,485.00	-1.67%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Staffing levels remained the same, budgeting a 2.0% COLA and step increases.
- ❖ International conference budgeted for 1, Chief of Police to attend.
- ❖ Five new officers are budgeted for Basic Law Enforcement Training Academy.
- ❖ Police Staff and Command School is budgeted for 1 Sergeant.
- ❖ Other necessary police training has been budgeted in FY 2017.

Purchased Services

- ❖ There were no significant changes made to the budget requests for this class.

Materials & Supplies

- ❖ Uniforms are budgeted to reflect an increase in FY 2017 due to Patrol Officer contract allowing for outer ballistic vest carriers and increase dollar amount for footwear allowance.

Other Expenses

- ❖ Increase in CALEA accreditation is budgeted for FY 2017 due to our re-accreditation and mock assessment.
- ❖ Membership dues have increased in FY 2017 to allow for the monthly fee for 3 staff members attending the DuPage Chiefs of Police Association meetings.

POLICE DEPARTMENT: PATROL

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Patrol Division is directed by the Deputy Chief of Operations, who has 6 Sergeants supervising 32 Patrol Officers, 5 Part-Time Officers, and 5 Community Service Officers. Basic responsibilities include all calls for service and assistance, constant patrols of the community, and traffic enforcement.

Besides basic duties, Patrol personnel are also responsible for the following special programs:

- Traffic Unit.
- Crime scene processing for the entire department.
- K-9 services utilizing the department's canine handler and the Police K-9 German Shepherd.
- Bicycle Patrol.

The Police Department has divided the Village into 4 areas called "beats." The formation of these "beats" is based upon the balancing of call loads within certain obvious geographical markers. Each beat has a Sergeant to coordinate officers assigned to assist the residents in their "beat." The beat officers meet quarterly to discuss the needs and issues concerning their beats, such as methods that can be utilized to reduce crime, identification of problem areas, meeting and talking to the residents, recommendations to physical changes to a neighborhood, (additional lighting, changes in traffic flows, parking changes, etc.).



PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1211	522	10	10	E	F-TIME & REG.PART TIME	3,611,204.18	3,606,886.00	3,586,608.46	3,615,329.00	0.23%
101	1211	522	10	11	E	HOLIDAY PAY	225,664.67	245,000.00	208,794.88	245,000.00	0.00%
101	1211	522	10	12	E	PART TIME OFFICER	10,065.44	12,000.00	10,529.33	12,000.00	0.00%
101	1211	522	10	13	E	DETAIL PAY	6,612.50	7,000.00	7,240.00	7,000.00	0.00%
101	1211	522	10	99	E	OVERTIME PAY	335,417.92	339,385.00	288,090.06	319,639.00	-5.82%
101	1211	522	15	10	E	FICA-EMPLOYER	18,794.23	20,228.00	19,452.88	20,514.00	1.41%
101	1211	522	16	16	E	MEDICARE - EMPLOYER EMPLOYEE-SEVERANCE	55,469.04	59,015.00	56,602.43	60,355.00	2.27%
101	1211	522	16	31	E	PAY	48,889.97	1.00		14,106.00	0.00%
101	1211	522	35	11	E	AMMUNITIONS	2,225.04	15,740.00	15,710.02	12,000.00	-23.76%
101	1211	522	35	12	E	TARGETS FOR GUN RANGE	255.68	400.00	384.82	400.00	0.00%
101	1211	522	35	13	E	K-9	349.42	350.00	350.00	700.00	100.00%
101	1211	522	35	14	E	DOG FOOD	369.98	850.00	809.40	700.00	-17.65%
101	1211	522	35	15	E	VETERINARY COST OTHER POLICE	462.58	2,900.00	1,694.91	1,500.00	-48.28%
101	1211	522	35	99	E	GEN.SUPPLIES	1,762.76	1,850.00	1,839.63	4,350.00	135.14%
101	1211	522	37	84	E	CAR WASH MISCELLANEOUS	1,947.00	2,000.00	1,748.70	2,000.00	0.00%
101	1211	522	37	99	E	SUPPLIES	1,354.59	2,600.00	2,525.54	2,600.00	0.00%
101	1211	522	53	10	E	POLICE DEPARTMENT	907.95	2,100.00	1,951.10	2,100.00	0.00%
101	1211	911	81	10	E	POLICE DEPARTMENT		7,772.00	7,144.70	5,000.00	-35.67%
Total							4,321,752.95	4,326,077.00	4,211,476.86	4,325,293.00	-0.02%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Staffing levels remain the same, budgeting a 2.5% COLA and step increases.
- ❖ Severance pay is budgeted to show increase due to pending police officer retirements.

Materials & Supplies

- ❖ Ammunitions are budgeted to show a decrease as last year's budget encumbered a purchase order for ammunition from the prior fiscal budget.

Repairs and Maintenance

There were no significant changes made to the budget requests for this class.

Capital Outlay

❖ New Taser units added to Patrol Unit

POLICE DEPARTMENT: INVESTIGATIONS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Investigation falls under the direction of the Support Operations Deputy Chief. The unit consists of a Sergeant, Evidence Officer, 4 Investigative Detectives, 2 School Resource Officers, DEA Task Force Officer, DuMEG Task Force Officer, and 2 Special Operations Officers.

Evidence Officer

The Evidence Officer is a civilian member of the Department who is responsible for the safeguarding and maintenance of all items of evidence and found property that are collected by the department. Currently the Department has over 22,500 items of evidence or found property in its possession.



School Resource Officers

A School Resource Officer is assigned to the two school districts located within the Village. The Officer is responsible for conducting educational classes in drug, alcohol, and gang awareness with the children through the DARE program as well as having investigative responsibility over all crimes that both occur at the school with the children or off campus that affect the children. Additionally, the Officer acts as a Community Based Policing problem solver for all problems at the schools such as parking, traffic flow, etc. that would affect them. One officer is

the liaison for both District 15 and District 16. As of August 2008, we also have a District 87 high school Liaison Officer who rotates between Glenbard East, Glenbard North and Glenbard West.

Special Operations Officers

Special Operations Officers are responsible for undercover and tactical responses for gangs, illegal drugs, and gun activity that occur in the Village. These officers are responsible for unmarked and non-uniform patrol in problem areas including special surveillance areas.

The Citizens Police Academy (CPA) provides an opportunity for citizens to take a look behind the “blue curtain” and learn what Police Officers contend with on a daily basis. Citizens learn how to conduct basic investigations and try their hand at evidence work. They also learn first aid, become CPR certified, visit the County jail and get the opportunity to shoot on the Department gun range.



Safety Town projects provide safety education to young children including stranger danger, fire prevention/safety, and a wide range of other age specific safety issues. The Department also conducts a Halloween trick or treat and Easter egg hunt programs at Safety Town.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1212	523	10	10	E		F-TIME & REG.PART TIME	990,573.63	1,081,345.00	1,061,780.40	1,155,172.00	6.83%
101	1212	523	10	11	E		HOLIDAY PAY	19,476.14	18,364.00	19,046.08	21,272.00	15.84%
101	1212	523	10	99	E		OVERTIME PAY	85,829.77	97,440.00	109,601.75	94,387.00	-3.13%
101	1212	523	15	10	E		FICA-EMPLOYER	3,463.54	3,863.00	3,447.36	3,927.00	1.66%
101	1212	523	16	16	E		MEDICARE - EMPLOYER	15,263.19	19,092.00	16,846.75	18,427.00	-3.48%
101	1212	523	16	31	E		EMPLOYEE-SEVERANCE PAY		1.00			-100.00%
101	1212	523	24	99	E		OTHER PURCHASE-SERVICES	7,963.74	7,500.00	7,192.40	7,406.00	-1.25%
101	1212	523	35	16	E		INVESTIGATION-CONTINGENCY	750.00	750.00	750.00	750.00	0.00%
101	1212	523	35	99	E		OTHER POLICE GEN.SUPPLIES	1,214.27	2,000.00	1,947.85	2,000.00	0.00%
101	1212	523	52	10	E		LEASES-EQUIPMENTS	408.00	625.00	408.00	625.00	0.00%
101	1212	523	62	10	E		MEMBERSHIP DUES	250.00	375.00	335.00	375.00	0.00%
101	1212	523	62	11	E		SUBSCRIPTIONS	554.16	769.00	706.50	720.00	-6.37%
101	1212	523	69	79	E		TOWING EXPENSE		438.00		500.00	14.16%
Total								1,125,746.44	1,232,562.00	1,222,062.09	1,305,561.00	5.92%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Budgeting a COLA and step increases.

Purchased Services

- ❖ There were no significant changes made to the budget requests for this class.

Materials & Supplies

- ❖ There were no significant changes made to the budget requests for this class.

Other Expenses

- ❖ There were no significant changes made to the budget requests for this class.

POLICE DEPARTMENT: SUPPORT SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Support Services falls under the direction of the Support Operations Deputy Chief. The unit consists of a Record Supervisor, 4 full-time & 6 part-time civilian records technicians and 1 accounting technician.

Records Division:

The Police Department Records Staff maintains all documents, tickets, reports/records, data entry, statistical research, arrest photos generated by the department and ensures the integrity of those records for future use. Records also answers most non-emergency calls.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1213	524	10	10	E		F-TIME & REG.PART-TIME	1,004,578.67	979,545.00	946,657.61	566,797.00	-42.14%
101	1213	524	10	11	E		HOLIDAY PAY	26,937.60	29,186.00	28,157.35	11,388.00	-60.98%
101	1213	524	10	13	E		CROSSING GUARDS	49,070.50	51,000.00	50,634.50	51,000.00	0.00%
101	1213	524	10	99	E		OVERTIME PAY	22,786.02	34,500.00	52,197.05	12,500.00	-63.77%
101	1213	524	15	10	E		FICA-EMPLOYER	57,170.27	64,392.00	60,823.57	30,978.00	-51.89%
101	1213	524	16	16	E		MEDICARE - EMPLOYER	14,643.30	16,714.00	15,368.82	8,620.00	-48.43%
101	1213	524	16	31	E		EMPLOYEE-SEVERANCE PAY		23,046.00	23,045.61		-100.00%
101	1213	524	24	12	E		PRINTING & BINDING	8,347.43	9,500.00	9,467.79	9,500.00	0.00%
101	1213	524	24	26	E		COMPUTER DATA ACCESS	21,357.57	22,620.00	16,643.46	24,920.00	10.17%
101	1213	524	31	99	E		MISCELLANEOUS OFFICE SUPL	888.96	1,200.00	1,168.93	1,200.00	0.00%
101	1213	524	35	15	E		VETERINARY COST	314.30	500.00	206.00	500.00	0.00%
101	1213	524	35	99	E		OTHER POLICE GEN.SUPPLIES	2,955.44	3,800.00	3,721.76	3,800.00	0.00%
101	1213	524	37	80	E		GAS & FUEL	97,677.94	94,750.00	72,387.90	85,000.00	-10.29%
101	1213	524	51	10	E		TELEPHONE	359.40	360.00	359.40	360.00	0.00%
101	1213	524	52	10	E		LEASES-EQUIPMENTS	13,985.92	14,475.00	14,312.61	14,475.00	0.00%
101	1213	524	53	10	E		POLICE DEPARTMENT	30,783.21	58,535.00	57,813.35	68,535.00	17.08%
101	1213	524	62	10	E		MEMBERSHIP DUES	92.00	95.00	92.00		-100.00%
101	1213	524	69	24	E		ANIMAL IMPOUNDMENT	2,121.30	3,150.00	3,202.15	3,150.00	0.00%
101	1213	524	69	80	E		RODENT TRAPPING	400.00	1,700.00	1,700.00	1,700.00	0.00%
101	1213	524	69	81	E		CONSOLIDATED DISPATCH EXP		225,000.00	202,002.34	524,373.00	133.05%
101	1213	911	82	10	E		VEHICLES	370.23	1,000.00	672.43	1,000.00	0.00%
Total								1,354,840.06	1,635,068.00	1,560,634.63	1,419,796.00	-13.17%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Budgeting a 2.0% COLA and step increases.
- ❖ Full time salaries and all salary related budget items have decreased due to moving to a Consolidated Dispatch Center and making Records Division available 24/7.
- ❖ Employee severance pay will need to be budgeted for due to a now known retirement.

Purchased Services

- ❖ Membership dues have decreased as they were related to our Communications Supervisor.

Materials & Supplies

- ❖ There were no significant changes made to the budget requests for this class.

Repairs and Maintenance

- ❖ Repair and maintenance increased in anticipation of squad car change-over costs now added to this account.

Capital Outlay

- ❖ There is a significant increase in this class due to the costs related to moving to a Consolidated Dispatch Center as required by the State of Illinois.

POLICE DEPARTMENT: COMMUNITY ORIENTED POLICE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This budget provides funds for supporting the following Community Oriented Activities;

- Village's Safety Town Events
- Neighborhood Watch
- Community Events
- Youth Events
- Park Parties
- Citizens Police Academy
- Wee Care Bears
- Drug Prevention Supplies
- Dare Workbooks and Supplies

These activities are held at different times throughout the year and are geared toward involving and educating the community about safety and public service. The annual events cater to patrons of all ages.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1214	525	35	99	E			OTHER POLICE GEN.SUPPLIES	2,994.25	10,000.00	9,345.56	7,500.00	-25.00%
Total									2,994.25	10,000.00	9,345.56	7,500.00	-25.00%

FY 2016/17 BUDGET HIGHLIGHTS

Materials & Supplies

- ❖ The decrease in Materials and Supplies is due to needing less replenishment supplies.

POLICE DEPARTMENT: STATE AND FEDERAL GRANTS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This grouping of accounts tracks all of the expenses related to grants received by Federal and State governments, as well as, funds and fines dedicated for law enforcement purposes by State law.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1299	521	58	10	E		PULL TAB TAX		2,500.00	630.55	2,500.00	0.00%
101	1299	521	58	11	E		D.U.I.	31,430.05	35,684.00	33,036.86	30,524.00	-14.46%
101	1299	521	58	12	E		CHAPTER 56.5 DRUG FINES	22,688.52	6,767.00	3,995.40	3,000.00	-55.67%
101	1299	521	58	14	E		SEX OFFENDER REGIST FUND		3,000.00		3,000.00	0.00%
101	1299	521	58	16	E		LOCAL LAW ENF. BLCK GRANT	4,343.36	708.00	1,041.37		-100.00%
101	1299	521	58	17	E		JUVENILE DIVERSION PROG	1,529.81				0.00%
101	1299	521	58	18	E		G.R.E.A.T. PROGRAM		216.00			-100.00%
101	1299	521	58	19	E		LOCAL MISC. DONATION	4,359.10	7,778.00	11,708.26		-100.00%
101	1299	521	58	20	E		STATE TOBACCO GRANTS	3,884.78	5,000.00	729.86	5,000.00	0.00%
101	1299	521	58	22	E		SUPERVISION FINES	58,446.85	25,000.00	15,605.57	25,000.00	0.00%
101	1299	521	58	23	E		ELECTRONIC CITATION FEES		2,000.00		2,000.00	0.00%
101	1299	521	58	25	E		EVIDENCE SEIZED CASH	14,145.61				0.00%
101	1299	521	58	26	E		STATE FORFEITURES FUND	10,331.55		422.30		0.00%
101	1299	521	58	27	E		FEDERAL FORFEITURE FUND	27,503.73		1,120.00		0.00%
101	1299	521	58	28	E		DARE ACCOUNT	8,187.69		450.00		0.00%
101	1299	521	69	50	E		MISC. SAFETY TOWN EXPENSE	3,999.62	4,000.00		4,000.00	0.00%
Total								190,850.67	92,653.00	68,740.17	75,024.00	-19.03%

FY 2016/17 BUDGET HIGHLIGHTS

Other Expenses

- ❖ These accounts are offset by revenue accounts which are funded with special funds that are earmarked for specific purposes by law.

FINANCE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Finance department is charged with these primary responsibilities:

- ❖ Maintaining the financial records of the Village.
- ❖ Collecting all revenues due to the Village.
- ❖ Assuring all debts are promptly satisfied.
- ❖ Providing for the safeguarding of assets.
- ❖ Providing financial information and support to all Village departments.
- ❖ Submitting monthly financial status reports to the Village Administrator and Village Board of Trustees.
- ❖ Providing estimate information for purposes of compiling budgets.
- ❖ Facilitating and coordinating the annual independent audit.

To carry out these duties, the department is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Village are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles.

The Finance Department will continue to focus on providing responsive and timely information and quality services to the residents, businesses, elected officials, and employees of the Village of Glendale Heights.

TOTAL OPERATING BUDGET

\$385,891

SIGNIFICANT ACCOMPLISHMENTS IN FY 2015/2016

- ❖ Completed the implementation of the Local Debt Recovery program in March and submitted 4,083 claims for outstanding parking tickets, which totaled \$226,165.19. Of this amount, 70% of the claims, or 2,851 tickets, were matched to a taxpayer record.
- ❖ Redesigned invoicing workflows for compliance tickets and liens by training staff and implementing existing features in the Community Development module within Naviline. These workflow changes eliminated duplicitous processes, expedited the billing process, centralized data and reduced the reliance and maintenance of external sources of data.
- ❖ Coordinated and facilitated the annual fiscal year audit fieldwork. Upon the conclusion of the audit, the Comprehensive Annual Financial Report (CAFR) was submitted to the

Government Finance Officers Association for consideration, receiving a Certificate of Achievement for Excellence in Financial Reporting for the 32nd consecutive year.

- ❖ For the sixth year, spearheaded all financial oversight and funds management aspects of the annual Glendale Heights Fest event, including orientation and training, post event reporting, evaluation and follow up. The event brought in just over \$402 thousand dollars.
- ❖ Completed and filed the annual fiscal year 2015 Village Budget with the Government Finance Officers Association and received the Distinguished Budget Presentation Award for the third consecutive year.
- ❖ Prepared and facilitated Village Board approval of the 2015 Tax Levy, and the 13 companion levy and levy abatement ordinances. The 2015 tax levy rate declined slightly from the prior year, and the tax dollars levied continue to remain at 2008 levels.
- ❖ Completed another season of the Senior Citizen Utility Tax Rebate Program; processing a total of 226 rebate applications, up 10% from last year's total of 206.
- ❖ Implemented Cognos reporting, which was utilized across the organization for ACA reporting and monitoring, preparing Employee Benefit Statements, assisting in preparing utility billing letters, and in replacing the process to prepare a manual aging report of outstanding invoices.

FY 2016/17 GOALS AND OBJECTIVES

Goal #1 Continue to maintain high levels of professional accounting and reporting standards worthy of the Government Finance Officers Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" and the "Distinguished Budget Presentation Award" Programs

- ❖ Demonstrate proficiency in financial management by attaining the Certificate of Achievement for CAFR and Distinguished Budget Award
- ❖ Prepare annual PAFR as an additional source of information to promote financial transparency of the Village

Goal #2: Obtain a "clean" audit management letter opinion in conjunction with the completion of the FY 2016 annual independent audit.

Goal #3 Implement Internal Efficiencies by continuing to review, enhance and/or implement operational efficiencies, to reduce redundancy, improve communication and centralize and protect information.

- ❖ Re-engineer processes and the recording of some transactions to reduce reliance on external systems to perform core functions, streamline operations, and reduce processing costs. Document end-to-end existing workflow processes, considering gaps, stops, or loops in workflow, extraordinary level of decision making, duplication of work, necessity of the output, degree of external system usage, use of technology/H.T.E.
- ❖ Provide on-site training session on accounting procedures to individuals involved in front-line accounting functions and supplement the training with a procedures manual
- ❖ Reduce the number of G/L Accounts so the G/L is a summary of transactions and not a subsidiary ledger; develop consistency in items recorded to accounts; reduce the risk of misstatements/errors
- ❖ Revise NSF/Returned check process to eliminate duplicate work, reduce number of Journal Entries and utilize the State Attorney's Bad Check program.
- ❖ Revise daily reconciliation process to reduce the number of external spreadsheets needed to balance each day's deposits to expedite the month-end close to be within 10 business days.
- ❖ Routine reconciliation of non-cash balance sheet accounts to help identify variances in a more timely manner
- ❖ Revise golf course daily deposit by utilizing Fore' Reservation Reports and J/E export. Utilize Event Pro for tracking A/R to reduce reliance on spreadsheets to generate J/E, create invoices, and act as a subsidiary ledger
- ❖ Improve collection process by routinely examination of aged receivables to improve the legitimacy of the balance sheet amount reported. Pursuing legal action for non-payment of contractual services that are not subject to lien and are over a certain aggregate threshold.

Goal #4 Support Green Initiatives

- ❖ Reduce the amount of paper consumed by 10% by training staff to spool reports (print as a PDF) rather than print the actual report.

- ❖ Implement new technologies to reduce the reliance on manual systems, ensure security of sensitive data through a centralized collection and storage process, and enhance the user experience of H.T.E.

PROPOSED FINANCE BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1310	514	10	10	E	F-TIME & REG.PART TIME	418,218.67	304,189.00	304,645.00	321,969.00	5.85%
101	1310	514	10	99	E	OVERTIME PAY		6.00	6.18		-100.00%
101	1310	514	15	10	E	FICA-EMPLOYER	22,243.42	18,930.00	17,741.79	19,962.00	5.45%
101	1310	514	16	14	E	TRAVEL, MEETING & CONF.	436.98	150.00	53.63	150.00	0.00%
101	1310	514	16	15	E	TRAINING & SEMINARS	1,666.81	1,550.00	1,247.15	1,300.00	-16.13%
101	1310	514	16	16	E	MEDICARE-EMPLOYER	5,279.00	4,427.00	4,290.83	4,669.00	5.47%
101	1310	514	21	10	E	AUDITING	35,673.00	32,260.00	31,410.00	37,910.00	17.51%
101	1310	514	21	99	E	OTHER PROFESSIONAL	49.00	8,175.00	175.00	5,000.00	-38.84%
101	1310	514	24	12	E	PRINTING & BINDING	3,635.53	3,700.00	3,832.69	3,800.00	2.70%
101	1310	514	31	12	E	FILING SUPPLIES	348.61	250.00		250.00	0.00%
101	1310	514	31	99	E	MISCELLANEOUS OFFICE SUPL	1,229.23	2,050.00	1,119.06	3,300.00	60.98%
101	1310	514	55	60	E	OTHER OFFICE EQUIPMENT				175.00	0.00%
101	1310	514	62	10	E	MEMBERSHIP DUES	650.00	650.00	650.00	650.00	0.00%
Total							489,430.25	376,337.00	365,171.33	399,135.00	6.06%

FY 2015/16 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Increases due to COLA adjustments and level increases for eligible employees.
- ❖ Assistant Finance Director will not be taking as many CPFO tests and the Village will be serving as a test site.

Professional Services

- ❖ Price increase on year two of Audit engagement contract, and reduced costs of ongoing document scanning project.

Purchased Services

- ❖ No material changes from the prior year.

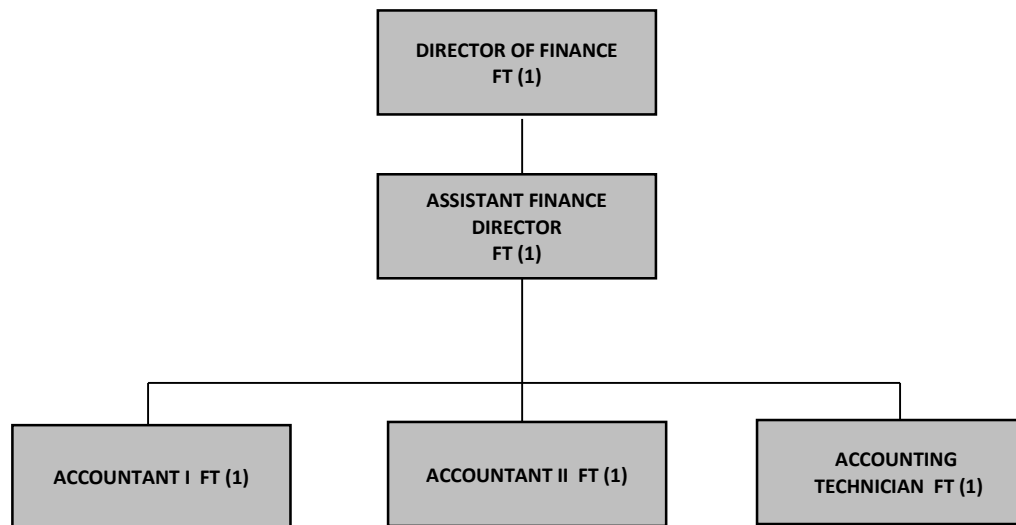
Materials & Supplies

- ❖ Specialty toner needed for laser check printer.

Other Expenses

- ❖ No material changes from prior year.

FY 2016 / 2017
VILLAGE OF GLENDALE HEIGHTS
FINANCE DEPARTMENT



The Finance department is responsible for all fiscal operations of the Village. These responsibilities include budget control, accounting, investments, payments, billing, all receipts, assets management, inventory, and assisting the Village Administrator with budget preparation. Total number of employees: 5 Full-Time.

ADMINISTRATIVE SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Administrative Services Department is divided into two divisions; Administration and Information Services.

TOTAL OPERATING BUDGET \$772,375

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATED	2016/17 BUDGET	% CHANGE
Administration	331,396	334,004	321,812	346,257	3.7%
Information Services	350,202	466,504	447,631	494,727	6.1%
TOTAL DIVISION	681,598	800,508	769,444	840,984	5.1%

SIGNIFICANT ACCOMPLISHMENTS IN FY 2015/16

The fiscal year 2015/16 continued to be a busy year compared to prior years with maintaining general operations. The overall functions within Administrative Services is to provide support to all Departments while providing key services to our residents and businesses. Many of our accomplishments are behind the scenes by providing support to other departments.

One of the many behind the scene activities by the Department of Administrative Services was the revision to the Village Code which established a procedure to notify utility customers of required maintenance to the customer's water meters allowing potential service disconnection to ensure proper access and repairs can be completed. The intent of this Code revision was not to disconnect services, rather to have customers respond to our request for service to avoid such disconnection resulting in accurate meter readings and proper billing.

DIVISION OF LICENSING

The Licensing Division completed the first year utilizing a new vehicle licensing software program. The new program is a cloud solution providing continuous reliability while compiling additional data resulting in the overall increase in revenues compared to the prior year of \$20,780.00. In addition to the benefits of efficiency and increased revenues of the new

vehicle sticker program, the program itself has recently been expanded for the mailing and recording of animal licensing.

The Licensing Division has also completed a joint effort with the Department of Community Development for the recording of business license registrations and vacant storefronts. This process eliminates duplication of efforts and improves the Village's ability to regulate licensing requirements and marketing of new businesses.

Licensing also issued over 500 business licenses including annual renewals, 924 Real Estate Transfer Stamps, and mailed 15,856 vehicle license applications for over 23,653 registered vehicles and motorcycles.

The Licensing Division continues to participate in training to support the Water Billing Division to best serve our residents and businesses.

DIVISION OF WATER BILLING

As part of a Village Code revision within the 2015/16 fiscal year for the maintenance of water meter equipment, the Division of Water Billing prepared postcards and letters, including mailing of over 3,000 notices to our utility customers for required maintenance services related to their water meter. This process also included contact with customers and coordination of scheduling for the Department of Public Works. While the series of work related to this accomplishment has resulted in a significant reduction in the number of failing meters, this will remain an ongoing task.

Within the 2015/16 fiscal year the Division of Water Billing has issued 106,096 water bills totaling \$8,620,468.51. Additionally, 16,140 late notices were issued.

DIVISION OF PURCHASING

The Division of Purchasing has completed a total of fifty-five (55) formal sealed Bids, Request for Proposal, Bid Waivers, and purchases under joint agreements within fiscal year 2015/16 for various items with a total value for each procurement greater than \$10,000.00. Also, within this period nine (9) term contract renewals were processed for various services and supplies. Additionally, the sale or trade of surplus property processed by the Purchasing Division generated revenue of \$36,606.00.

In 2015 the Village purchased a wide range of services and goods including:

- A Bus for the Center for Senior Citizens
- Soccer turf for the Sports Hub Field House

- Removal of Diseased Parkway Trees throughout the Village
- Engineering Services for the North Avenue Flood Alleviation Project
- Electricity used for Village operations
- Vehicles used in various Village Departments such as Police and Public Works
- Merchant Credit Card Services for the processing of payments by customers of Debit and Credit Cards
- Windows to replace inefficient single pane windows funded under a grant

DIVISION OF INFORMATION SYSTEMS

Over the past decade technology has become an essential component of all Village operations and continues to expand as a critical core function throughout the Village infrastructure. The Division of Information Systems works behind the scenes to support all Village Departments for hardware, such as desktop and laptop computers, telecommunication devices, and a wide variety of software programs vital to operations.

During the fiscal year 2015/16, the IS Division has completed several significant accomplishments including:

- The upgrade to all Desktop and Laptop Computers to Microsoft Windows 10
- The upgrade to all Desktop and Laptop Computer to Microsoft Office 2016
- The installation and upgrade to the network utilized for Police mobile data communications resulting in critical continuous connection to both the Village and County networks
- The implementation of a work order system to better improve response and communications relating to Information Systems maintenance and projects. As part of this system a record is developed to improve operations and avoid similar instances in the future
- The installation of a Storage Area Network to stabilize and provide expanded storage of our electronic documents.
- The implementation of a network monitoring system to provide early detection of problems or full failures within the system immediately notifying key staff to respond as may be required

FY 2016/17 GOALS AND OBJECTIVES

Overall Goal: Improve overall operational effectiveness within all Administrative Services divisions resulting in increased efficiencies to support both internal customers and residents.

DIVISIONAL OBJECTIVES:

Information Systems Division

- ❖ Completion of an overall network security upgrade.
The security upgrade to the Village network is in the final stages. The key component of this upgrade is the installation of the firewall hardware and configuration of the software. This work will be completed during the first quarter of the fiscal year. In accomplishing this upgrade high level reprogramming of our network infrastructure was required.
- ❖ Annual Computer Replacement.
This is an annual goal which is being reset for the acquisition and installation of the new equipment within the 2016/17 budget document. The completion of all purchases within the computer replacement program specific to user desktop and laptop units shall be completed no later than the close of the second quarter of the 2016/17 fiscal year (Oct 31).
- ❖ Microsoft License Upgrades.
Within the 2015/16 fiscal year the Village purchased upgrades of the Microsoft software licenses including Windows 10 and the Microsoft Office 2016. While a majority of the license upgrades have been completed and all Windows XP machines have been replaced, a small percentage of upgrades are yet to be completed. Specifically the remaining software to be updated are Windows 10 within the PD mobile units and a few instances of Office 2016 will be completed along with the computer replacement program by the end of the second quarter.
- ❖ Storage Area Network.
The final configuration of the SAN will be completed within first quarter. The SAN will expand our network storage capabilities and will allow the repurposing of the old SAN for use at the Public Works facility.
- ❖ Connectivity to Public Works.
Explore possible solutions for replacement or upgrade to the Dragonwave microwave system that has reached its end of life. Potential solutions are radio upgrades to existing Dragonwave equipment or the possibility of replacing the entire system. Depending upon the costs and options this project may be presented at the six-month review for funding.

Purchasing Division

- ❖ Revisions to the Purchasing Policy and Ordinance.

This project is currently underway and in the final stages. This project includes the updating of the Village purchasing policy and the Village purchasing Ordinance.

- ❖ Insurance Requirements.

Within the Purchasing Division there are insurance requirements that are in place for vendors that provide commodities, services, and construction elements to the Village. While many of the insurance levels are recommended by consultants under larger construction projects, many are at a lower dollar level but must provide documentation of acceptable insurance. Staff has been working with our representative from Meisrow to guide us and provide recommended levels for categories of insurance requirements.

Water Billing

- ❖ Preparation of a Water Billing Policy Handbook.

While several samples of a Water Billing Policies have been collected, the actual policy has not yet been completed. The policy shall to define procedures on various issues to guide situations that are handled within the Water Billing Division. An example of issues that are to be clearly defined and authorized by Administration shall be those of delinquent payment arrangements and which customers shall payment arrangements be allowed, what criteria would result in the Village declining payment arrangements, and what amount of payment is required. Additional examples are those of water leaks and will the Village allow a reduction of sewer charges to an averaged history while charging full water usage to the customers. This policy is critical and necessary to standardize decision making in compliance with approval of the Village Board and Administration.

- ❖ Water Meter Battery Scheduling and Reporting.

The Village continues to experience failing batteries within the utility customer water meter equipment. The battery is critical to collection of water usage to calculate accurate billings. The process to change a battery requires a Public Works staff member to service the meter within a home or business. Over the past year the Village has modified by Ordinance its authority for those customers that fail to respond to our request permission to disconnect services as a last resort. The goal shall be the development of an improved tracking system of the sequence of notifications to utility customers in which have failed batteries. This process will result in improved documentation of the notice sequence while reducing the timeframe for final notice and disconnection to those customers not responding to our requirements. This ultimately will result in a higher percentage of accurate readings due to less estimations of usage.

Licensing Operations

- ❖ Animal Licensing.

During the 2015/16 fiscal year we successfully retired a failing database developed by Village staff and transitioned to a new vehicle license software cloud solution. The overall goal and project was a great success with additional revenues of \$20,000 compared to the prior fiscal year. The program also included animal licensing registration. In examining our animal registration only a small percentage of pets are licensed as required. As part of the 2016/17 vehicle license registration we are including an animal license registration form to encourage residents to register each pet as required by Village Ordinance. We are hopeful this process will significantly increase the pet registration.

❖ Processing of Credit/Debit Card Transactions.

The processing of credit/debit payments at our front counter operations have not been directly integrated with our SunGard software and cash receipt processing. We have received approval to upgrade the SunGard system with the One Point-Point of Sale module allowing integration of credit/debit card transactions. The objective shall be the successful implementation of the software integration to our new merchant provider of ETS. The schedule of this objective shall be in the first quarter of the 216/17 fiscal year.

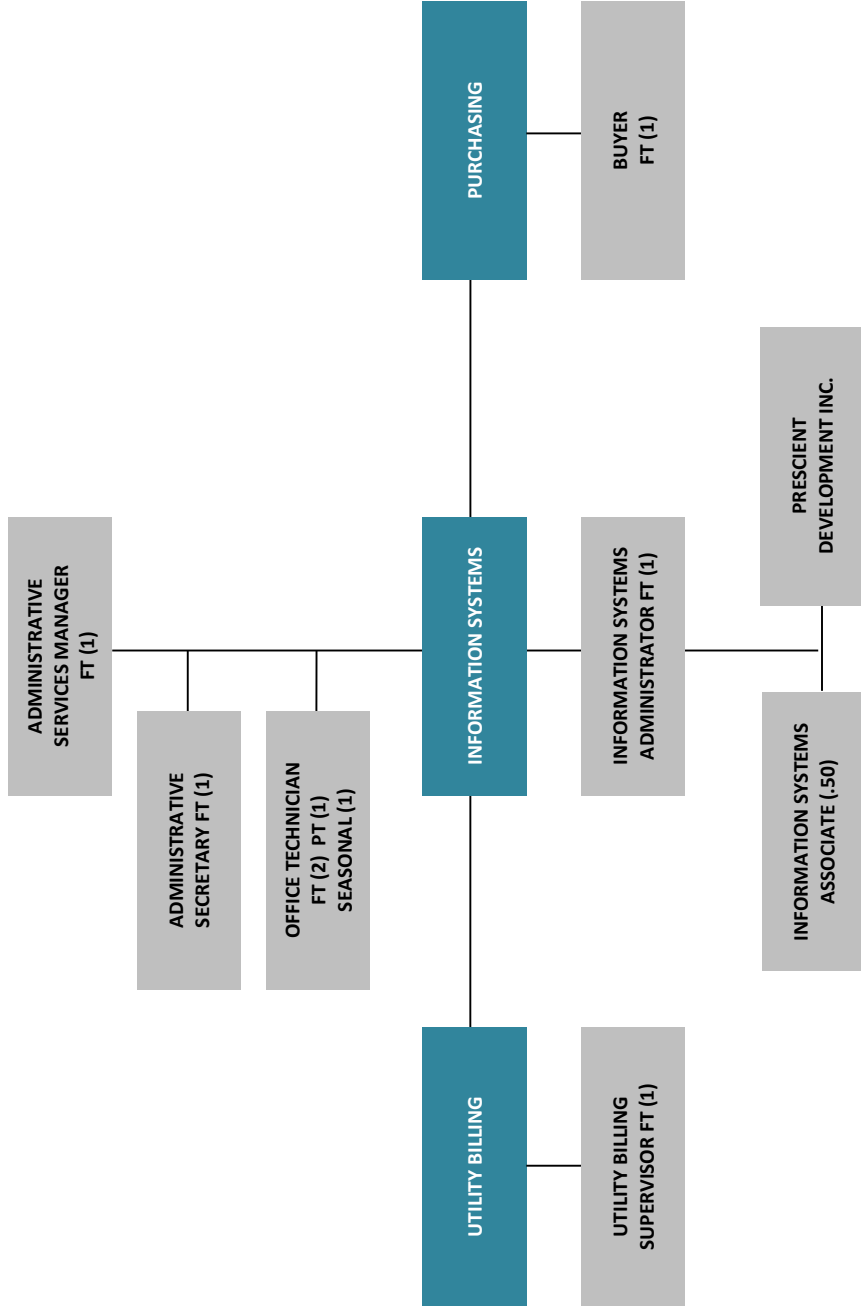
❖ Business License Reporting.

The Department of Administrative Services is working with the Department of Community Development to create a joint business license database. This database shall be created on the primary address of all businesses within the Community. Within this data base we will track current licensing, expired licensing, vacant business addresses and other key information for use by both Departments. The development of this database will be completed first quarter in a joint effort of both Departments and will be an ongoing effort to maintain.

FY 2016 / 2017

VILLAGE OF GLENDALE HEIGHTS

ADMINISTRATIVE SERVICES



The Administrative Services department provides essential support to internal operations as well as a broad range of services to the residents and businesses. The Utility Billing division is responsible for water meter readings and the processing of utility bills and other public services. The Village Licensing division is responsible for the issuance of licenses as required by ordinance and state statutes. The Information Systems division is responsible for all equipment and function related to the Village computer system and associated electronic operation. Administrative Services is also responsible for the procurement of goods and services. Total number of employees: 7 Full-Time, 1 Part-Time, 1 Seasonal and an Information Systems Associate that is split with Administration.

ADMINISTRATIVE SERVICES: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Administrative Services department provides essential support to internal operations as well as a broad range of services to the residents and businesses. Staffed by nine employees, the Administrative Services Department provides services to the public and to many of our operating departments. This department provides the public with the services of Water Billing and Village Licensing. In addition to providing these services to the public, we provide the broad based support of all Village operations and employees with the services provided under the divisions of Information Systems and Purchasing. The goal is to provide the necessary equipment, supplies, and technology to allow all Departments to operate efficiently and compliment their quality services throughout the community.

The Utility Billing division is responsible for water meter readings and the processing of utility bills, and other public services. The Village Licensing division is responsible for the issuance of licenses as required by ordinance and state statutes. The Information Systems division is responsible for all equipment and functions related to the Village computer system and associated electronic operations. Administrative Services is also responsible for the procurement of goods and services, and advises the Village Administration of necessary Purchasing Policies and Procedures set by Ordinance.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1810	517	10	10	E	F-TIME & REG.PART-TIME	278,121.38	281,405.00	282,370.48	289,259.00	2.79%
101	1810	517	10	98	E	TEMPORARY HELP	2,494.76	1,900.00	1,860.37	3,000.00	57.89%
101	1810	517	10	99	E	OVERTIME PAY	544.17	750.00	3.09	1,000.00	33.33%
101	1810	517	15	10	E	FICA-EMPLOYER	16,460.35	17,728.00	16,758.28	18,168.00	2.48%
101	1810	517	16	14	E	TRAVEL, MEETING & CONF.	41.16	100.00		100.00	0.00%
101	1810	517	16	15	E	TRAINING & SEMINARS	237.00	250.00	37.11	250.00	0.00%
101	1810	517	16	16	E	MEDICARE-EMPLOYER	3,849.79	4,146.00	3,919.32	4,250.00	2.51%
101	1810	517	21	99	E	PROFESSIONAL-OTHERS	5,495.00	3,295.00	897.80	1,495.00	-54.63%
101	1810	517	24	12	E	PRINTING & BINDING	8,904.34	9,895.00	1,621.48	13,250.00	33.91%
101	1810	517	24	14	E	ADVERTISING	3,292.45	2,500.00	3,293.32	3,250.00	30.00%
101	1810	517	31	99	E	MISCELLANEOUS OFFICE SUPL	135.53	200.00	190.78	250.00	25.00%
101	1810	517	37	99	E	MISCELLANEOUS SUPPLIES	8,132.76	7,525.00	7,637.01	8,325.00	10.63%
101	1810	517	55	60	E	OTHER OFFICE EQUIPMENT		650.00	689.49		-100.00%
101	1810	517	62	10	E	MEMBERSHIP DUES	400.00	410.00	459.00	410.00	0.00%
101	1810	517	69	21	E	RECORDING FEES	1,929.00	1,750.00	521.50	1,750.00	0.00%
101	1810	517	69	22	E	LICENSES	1,358.10	1,500.00	1,553.37	1,500.00	0.00%
Total							331,395.79	334,004.00	321,812.40	346,257.00	3.67%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Anticipated increase in temporary help to better support customer service during vehicle sticker season and increases to overtime expense due to scheduling and priority issues.

Professional Services

- ❖ Annual costs for vehicle license software program lowered.

Purchased Services

- ❖ Increase in legal notice publications, and providing for a second mailing of vehicle sticker licensing applications.

Materials & Supplies

- ❖ No material changes from the prior year.

Other Expenses

- ❖ No material changes from the prior year.

COMMUNITY DEVELOPMENT

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Community Development Department is charged with planning for the future growth of the Village, with maintaining the quality of existing development and with assuring that new construction meets acceptable community standards. To carry out these responsibilities, the Department is organized into two divisions; Administration and Inspection Services. Community Development is assisted by and provides technical services to several advisory boards and commissions composed of citizens appointed by the Village for a specified number of years. These advisory boards include the Plan Commission, Redevelopment and Revitalization Committee, and Property Enhancement Committee.

TOTAL OPERATING BUDGET

\$837,926

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATED	2016/17 BUDGET	% CHANGE
Administration	522,862	496,836	480,940	563,682	13.5%
Inspection Services	298,808	339,707	337,099	392,885	15.7%
TOTAL DIVISION	821,669	836,543	818,039	956,567	14.3%

FY 2015/16 SIGNIFICANT ACCOMPLISHMENTS

ADMINISTRATION

The Community Development Department continued to focus on economic development and improving policies and procedures. Staff worked with many new businesses that opened within the Village, including Art Van Furniture, Bucky's, Starbucks, Pronto's and Organisoul. Sixteen Plan Commission cases were reviewed and processed. The crime prevention partnership program was created to ensure that both property owners and renters understand the laws and regulations within the Village, while making it a more efficient process

INSPECTION SERVICES

Staff improved building permit processing by updating brochures and handouts to help the public understand the building permit review process. Staff licensed and inspected over 2,275 single-family rental homes, inspected multi-family apartments, conducted real estate transfer inspections and issued 2,216 building permits. Additionally, staff issued contractor's licenses, processed utility permits and responded to Freedom of Information Act requests. Staff also proactively conducted code enforcement, responded to service requests, and responded to emergency call-outs from the Police Department.

FY 2016/17 GOALS AND OBJECTIVES

Goal #1: Improve economic development efforts within the Village of Glendale Heights.

- ❖ Develop a comprehensive strategy to prioritize and improve economic development efforts in the Village.
- ❖ Prepare a Request for Proposals for a North Avenue Corridor economic development study to guide future development along the corridor.
- ❖ Present proposed economic development study to the Mayor and Village Board for approval.
- ❖ Focus redevelopment efforts on the former Dominick's property.
- ❖ Participate with other communities in the joint marketing effort of vacant Dominick's in the region including meeting with brokers, contacting potential tenants and purchasers and distributing marketing material.
- ❖ Schedule regular meetings with the broker to coordinate marketing efforts.

Goal #2: Improve the rental license, nuisance regulations and crime prevention and Program

- ❖ Evaluate and update the single family rental, multi-family rental and nuisance ordinances to clarify rights and requirements for tenants and landlords.
- ❖ Prepare an amendment to the appropriate ordinances and present them to the Village Board for consideration.
- ❖ Implement improvements to the Crime Prevention Rental Housing Program.

Goal #3: Improve overall department efficiency, effectiveness and consistency.

- ❖ Evaluate department functions to determine if functions can be streamlined, modified or improved to reduce workload and improve accuracy and efficiency.
- ❖ Review processes, such as the permit review process, to determine if steps can be modified to review permits/applications more accurately and quickly.
- ❖ Prepare policies and procedures for departmental functions and duties to ensure effectiveness and consistency.
- ❖ Prepare procedures for the business license review process to ensure consistency.
- ❖ Prepare policies and procedures for permit submittals and processing to expedite the review process.

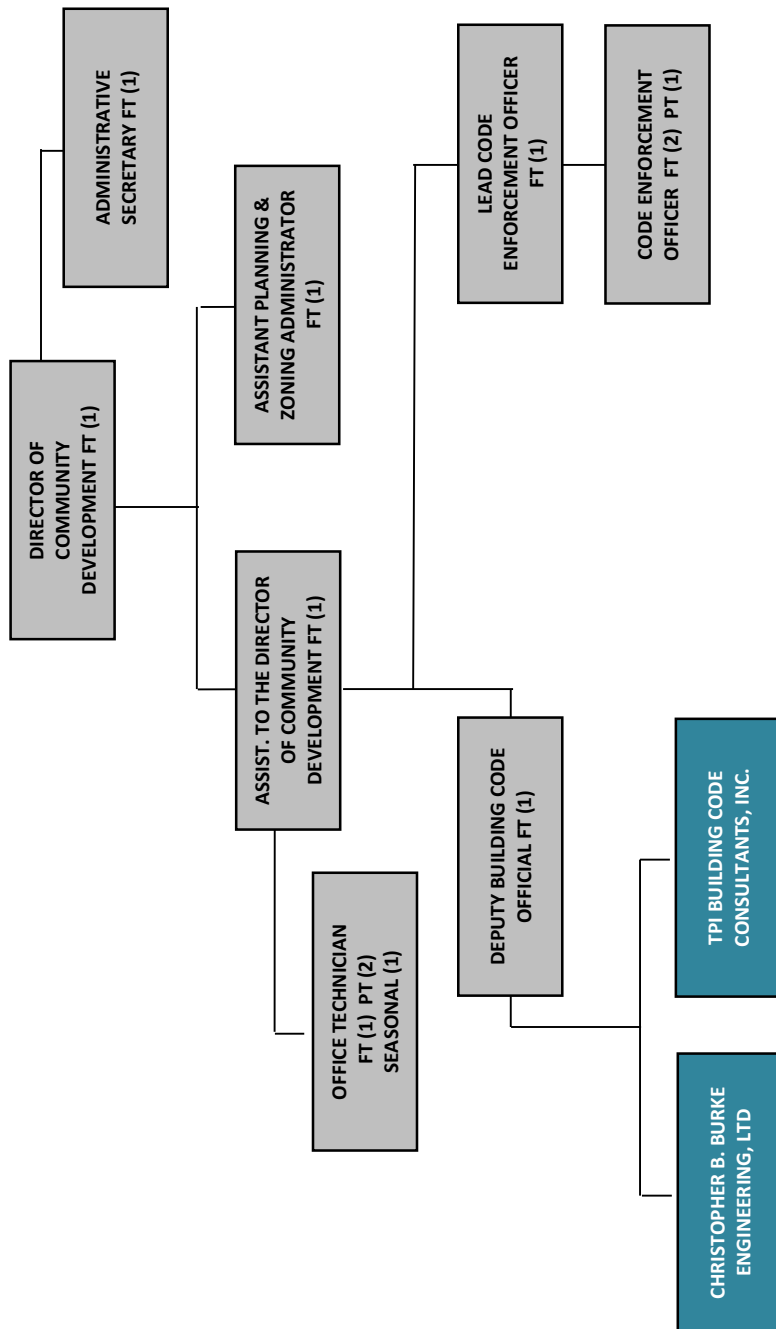
Goal #4: Use technological resources to improve department effectiveness and efficiency.

- ❖ Improve Village staff, elected officials and the public's access to information.
- ❖ Continue staff efforts to reduce the backlog of permit and address information by scanning documents on Laserfiche.
- ❖ Continue to scan large format plans and import to Laserfiche system so plans will be available to all Village personnel.
- ❖ Transfer microfiche to Laserfiche so that all archived documents will be in one location. This will reduce the inefficient system of searching paper copies of files when responding to FOIAs and other requests for information. This is a multi-year project that will continue based on budget availability.
- ❖ Improve the use of the HTE system to improve efficiency and better track workload.
- ❖ Use HTE system to create templates for various documents, including home occupation licenses, permit review letters and contractor's licenses to improve efficiency.

Goal #5: Improve code enforcement program throughout the community, with a strong focus educating the public on property maintenance standards.

- ❖ Minimize code enforcement issues by improving providing information to the public. Prepare newsletter articles to advise the public about key code requirements such as grass cutting and obtaining permits.

FY 2016 / 2017 VILLAGE OF GLENDALE HEIGHTS COMMUNITY DEVELOPMENT



The Department of Community Development is charged with planning for the future growth of the Village, maintaining the quality of existing development, and with assuring that new construction meets acceptable community standards. To carry out these responsibilities, Community Department is divided into two divisions; Administration and Inspection Services. Administration maintains oversight of the entire Department, the Zoning Department and office services. The Inspection Services Division consists of the Building, Housing and Rental, and Code Enforcement Departments. The Building Department performs permit review, approval and inspection services and is assisted by two contracted service providers. Christopher B. Burke Engineering performs engineering plan review. TPI Building Code Consultants, Inc. assists with commercial building plan review and plumbing inspection. Housing and Rental and Code Enforcement Departments inspect and enforce regulations related to housing, rental and property maintenance. Community Development is assisted by and provides technical services to several advisory boards and commissions composed of citizens appointed by the Village for a specified number of years. These advisory boards include the Plan Commission, Appearance Commission, Redevelopment and Revitalization Committee, and Property Enhancement Committee. Total number of employees: 9 Full-Time, 3 Part-Time and 1 Seasonal.

COMMUNITY DEVELOPMENT ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Comprehensive Planning

Forecasts and plans for the physical development of the Village for the next 10 to 15 years.

Annexation, Zoning, Land Use

Plays a major role in the development of new subdivisions and the preservation of existing neighborhoods.

Plan Review

Trained and certified individuals review submitted plans to ensure that buildings adhere to established codes.

Code Enforcement

Ensures that established standards are observed for the safety and preservation of the community.

Building Permits

Construction projects are approved if they comply with Building and Zoning Regulations.

Property Maintenance

Establishes and enforces minimum standards for maintenance of existing buildings, structures, premises, and facilities in order to protect the health, safety, and general welfare of the public.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1410	515	10	10	E		F-TIME & REG.PART TIME	448,667.56	422,370.00	410,015.49	463,136.00	9.65%
101	1410	515	10	98	E		TEMPORARY HELP	8,886.00	4,082.00	2,763.78	5,402.00	32.34%
101	1410	515	10	99	E		OVERTIME PAY	5.63	28.00	85.52	100.00	257.14%
101	1410	515	15	10	E		FICA-EMPLOYER	27,355.28	26,188.00	23,962.99	29,050.00	10.93%
101	1410	515	16	14	E		TRAVEL, MEETING & CONF.	213.79	227.00	226.50	300.00	32.16%
101	1410	515	16	15	E		TRAINING & SEMINARS				120.00	0.00%
101	1410	515	16	16	E		MEDICARE - EMPLOYER	6,484.12	6,125.00	5,798.67	6,794.00	10.92%
101	1410	515	24	12	E		PRINTING & BINDING	4,782.24	5,342.00	3,722.37	7,300.00	36.65%
101	1410	515	24	13	E		PUBLICATIONS	1,316.45	1,924.00	1,924.01	2,000.00	3.95%
101	1410	515	24	99	E		OTHER PURCHASE-SERVICES	13,760.84	15,993.00	19,485.85	32,000.00	100.09%
101	1410	515	31	99	E		MISCELLANEOUS OFFICE SUPL	745.06	877.00	876.01	800.00	-8.78%
101	1410	515	37	10	E		UNIFORMS/PPE	432.00	437.00	437.00	450.00	2.97%
101	1410	515	37	99	E		MISCELLANEOUS SUPPLIES	730.51	508.00	507.57	700.00	37.80%
101	1410	515	51	10	E		TELEPHONE	4,604.26	5,530.00	5,272.37	5,530.00	0.00%
101	1410	515	52	10	E		LEASES-EQUIPMENTS	4,207.53	5,000.00	4,994.98	5,000.00	0.00%
101	1410	515	55	60	E		OTHER OFFICE EQUIPMENT	52.43	1,338.00		4,200.00	213.90%
101	1410	515	62	10	E		MEMBERSHIP DUES	618.00	867.00	866.80	800.00	-7.73%
Total								522,861.70	496,836.00	480,939.91	563,682.00	13.45%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Minimal additional funding is being provided to accommodate a small amount of overtime and training.

Purchased Services

- ❖ Purchased Services is increasing to allow increased scanning and improvement to the computer software system.

Miscellaneous Office Supplies

- ❖ Office supplies is increasing to more accurately align with the true cost of supplies for staff.

Office Equipment

- ❖ Funding is increased in order to purchase a shredder for the department.

COMMUNITY DEVELOPMENT: INSPECTION SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Inspection Services Division ensures that construction methods, structures, and building projects meet all national, state, county, and local building codes. This division also administers Real Estate Transfer, Business Licenses, Code Enforcement, Single-Family and Multi-Family Rental Inspection Programs.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1412	515	10	10	E		F-TIME & REG.PART TIME	265,755.04	288,480.00	296,735.39	342,137.00	18.60%
101	1412	515	10	99	E		OVERTIME PAY		14.00	13.61		-100.00%
101	1412	515	15	10	E		FICA-EMPLOYER	16,058.55	17,886.00	18,058.36	21,213.00	18.60%
101	1412	515	16	14	E		TRAVEL, MEETING & CONF.	288.53	500.00	70.00	300.00	-40.00%
101	1412	515	16	15	E		TRAINING & SEMINARS	2,907.50	3,365.00	2,660.00	3,365.00	0.00%
101	1412	515	16	16	E		MEDICARE - EMPLOYER	3,755.55	4,184.00	4,223.27	4,961.00	18.57%
101	1412	515	21	16	E		PLUMBING INSPECTOR		13,950.00	6,367.70		-100.00%
101	1412	515	24	99	E		OTHER PURCHASE-SERVICES				12,000.00	0.00%
101	1412	515	31	99	E		MISCELLANEOUS OFFICE SUPL	50.00				0.00%
101	1412	515	37	10	E		UNIFORMS/PPE	888.00	1,143.00	1,143.00	1,125.00	-1.57%
101	1412	515	37	80	E		GAS & FUEL	4,866.86	5,560.00	3,400.70	3,210.00	-42.27%
101	1412	515	37	99	E		MISCELLANEOUS SUPPLIES	641.47	463.00	463.31	600.00	29.59%
101	1412	515	39	99	E		OTHER OPERATING EQUIPMENT	2,231.25	2,637.00	2,627.06	3,000.00	13.77%
101	1412	515	55	60	E		OTHER OFFICE EQUIPMENT	795.00	925.00	892.00	544.00	-41.19%
101	1412	515	62	10	E		MEMBERSHIP DUES	570.00	600.00	445.00	430.00	-28.33%
Total								298,807.75	339,707.00	337,099.40	392,885.00	15.65%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Personnel services budget items are increasing to reflect regular salary increases as well as the addition of a part-time code enforcement officer.

Travel and Meetings

- ❖ Travel expenses are decreasing due to attendance at fewer seminars.

Other Purchases

- ❖ Other purchases is decreasing to reflect actual experience from the previous fiscal year.

Gas and Fuel

- ❖ There is a reduction in fuel cost which is reflected in the proposed budget.

Miscellaneous Office Supplies

- ❖ Office supplies is increasing to more accurately align with the true cost of supplies for staff.

Other Operating Equipment

- ❖ Operating equipment expense is increasing to allow the purchase of a tablet if it becomes necessary.

Membership Dues

- ❖ There is a decrease in this line item because the department has eliminated a membership to an organization which is no longer necessary.

PUBLIC WORKS

The Public Works Department is divided into four divisions; Engineering, Administration, Streets, and Fleet Maintenance. Each division is under the direct supervision of the Director of Public Works who is accountable for the sound management of the department and for the effectiveness of each operational element and for the administrative support of each function within the department.

Some or parts of the divisions in Public Works are funded by the General Fund. The General Fund department funding is categorized into four segments; Engineering, Administration, Streets, and Fleet Maintenance.

TOTAL OPERATING BUDGET

\$2,075,281

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% CHANGE
Engineering	25,024	39,820	38,498	60,648	52.3%
Administration	179,563	171,246	172,877	177,419	3.6%
Street	1,416,694	1,553,759	1,391,273	1,528,772	(1.6%)
Fleet Maintenance	321,058	341,065	316,112	350,589	2.8%
TOTAL DIVISION	1,942,339	2,105,890	1,918,760	2,117,428	0.5%

SIGNIFICANT ACCOMPLISHMENTS IN FY 2015/16

The Public Works Department has successfully achieved a variety of accomplishments during the 2015/16 fiscal year.

STREETS DIVISION

The Village was successful in its application for a Federal Emergency Management Agency (FEMA) grant to alleviate flooding around the James Court, and the Glendale Square Shopping Center off North Avenue. This has been a key project for the Village with a total estimated cost of \$1.8 million. The Village is currently preparing the detailed design of this project with a consulting engineer in the summer of 2015, and construction is expected to commence in early spring 2016. The Western Avenue realignment project connected Western Avenue's intersection with North Avenue, and realigned this entrance with the intersection of Pearl Avenue. The project consisted of new roadways, construction of a detention pond and the realignment of services. This alleviated flooding to the area, as well as redefined and revalued land along North Avenue. The Village continued its commitment to an aggressive road improvement program spending over \$1.2 million in MFT funds on ten streets. The Streets Division constructed various storm water projects throughout the Village to alleviate flooding and

replace deteriorated pipe-work. This is the third year staff completed larger in-house projects. Staff installed over 700 feet of new storm water pipe and structures at two locations, Gerald Avenue and Scarboro Drive detention pond. At the Village's Historical House, the Streets Division installed a new storm water sewer system to alleviate water runoff from the parking lot, installed parking lot lighting and repaved the parking lot. The Streets Division staff also continued to improve streets throughout the Village as part of the in-house road program overlaying Glengary Drive, Altgeld Avenue, and Scott Street. The Streets Division Staff responded to 27 snow and ice events throughout the winter season plowing and de-icing 76 center lane miles of roadway and 147 courts. The Streets Division also responded to 31 separate flood control events including clearing of storm inlets and streams to alleviate standing water on roadways. Additionally, the Division responded to 727 work orders throughout the year. The Streets Division staff members participated in a variety of training opportunities, from NIPSTA, Competent Person Trenching and Shoring, Electrical Safety, Confined Space Entry and Clean Air Rescue.

UTILITIES DIVISION & WATER POLLUTION CONTROL FACILITY

Major improvements continued to upgrade the Village's sanitary sewer distribution system with the rehabilitation to one of seven lift stations owned by the Village. The lift station located at 801 Regency Drive was retro-fitted into a submersible pump station eliminating confined space entries for maintenance purposes, as well as increasing energy efficiency with the use of new smart drive technologies. Utilities Division staff televised the internal condition of the public sewers, and completed one of six catchment areas with approximately 70,000 feet of sewer mains being televised to identify necessary future repairs. Additionally, this televising footage along with condition assessment reports have been linked to the Village's GIS system to assist with overall management of the public sewer system. The Utilities Division improved the Village's water infrastructure with the rehabilitation of one of the elevated water towers located at 1666 Glen Ellyn Road. The work included the repainting of the tower both inside and out, various remedial repairs, and the installation of a new mixer system to help improve water quality. The Village has contracted with Utility Services Inc. to undertake the long-term maintenance and repair of this tower over the next 10 years, which will include repainting the tower when needed. Maintenance was performed to the water infrastructure by the Village's Utilities Division staff, including flushing the entire system of 76 miles of water mains to improve water quality as well as remove turbidity. The staff also maintained 1,315 hydrants, repaired 64 water leaks, as well as maintained pumping stations to conform to all of the Illinois Environmental Protection Agency's (IEPA) regulations and sampling. The Village's Water Pollution Control Facility (WPCF) processed over one billion gallons of wastewater this year within IEPA guidelines and regulations. The WPCF operated the entire year without a single odor complaint. The Facility is currently conducting a Local Limit study that will set various discharge limits in the local ordinance for conventional and industrial wastewater. The study provides the mechanism for the Village to establish best management practices in processing conventional and industrial discharges in the wastewater stream. The WPCF is also working on issuing Industrial discharge permits. Local businesses were surveyed as part of the permit

process and based upon production processes, permits were issued that set limits on the amount of pollutants that a business can discharge into the Village's Sanitary Sewer System. Staff is also working to reduce Phosphorus and Nitrogen in the Plant's discharge. This will help reduce the growth of algae which can reduce oxygen levels in the receiving stream and water quality, which may be harmful to aquatic life.

FLEETS DIVISION

The Fleets Division of Public Works is responsible for keeping all Village vehicles and equipment in a safe and functional working order. This includes vehicles such as police patrol cars as well as small pumps and chainsaws used during storm cleanups and emergencies. Fleets Division staff performed an average of 119 preventative maintenance inspections per month, an increase of over 9% from the previous year. Performing preventative maintenance inspections makes it possible to control costs and find potential issues before they become costly repairs. It also extends the life of the Village's fleet. Fleets staff also undertakes corrective measures. These are necessary unscheduled repairs that arise from day-to-day operations performed throughout the Village by the various departments. By the Fleets Divisions careful inspection processes and attention to detail, corrective measures have been reduced by 3% compared to 2013. Fleets Division also assisted with the acquisition of new vehicles and equipment, particularly with preparing specifications for specialized items, as well as the decommissioning of vehicles that are deemed beyond their useful life and are prepared for auction. Fleets Division makes every effort to follow the Village wide recycling program and recycle used engine oil. Over 1,000 gallons of used engine oil was sold for recycling in 2014. Staff is also working towards a paperless system for Fleets Division record keeping.

ENGINEERING DIVISION

The Engineering Division ensures that the Village upholds all local, state and federal mandates, including storm water management compliance and erosion control inspections on active construction sites. In 2014, the division reviewed over 150 permit applications including engineering drawings and storm water reports. The Division also provided contract supervision and construction observation for large road projects, including overseeing the realignment of Western Avenue. The realignment improved Western Avenue's connection to North Avenue and included the creation of a wetland style pond for storm water detention.

2015/16 GOALS AND OBJECTIVES

Due to the nature of the public works department, the goals listed below are set in the assumption that some may take one to three years to complete.

ENGINEERING DIVISION

Goal # 1: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Identify and Investigate all reported flooding locations

- Ensure all flooding locations are reported on Public Works database at the time they occur.
 - Investigate, analyze and recommend both short-term and long-term solutions to flooding incidents.
 - Develop a five-year Capital Improvement Plan to address flooding incidents, including in-house projects/repairs.
 - Develop a weekly/monthly/annual inspection and maintenance program for the Village's storm water system.
- ❖ Ensure all construction sites are being maintained in a safe manner to the public.
 - Carryout as a minimum, weekly inspections of all construction sites and ensure compliance to developed checklist.
 - ❖ Develop set of Engineering Standards for all Engineering Projects undertaken in the Village.
 - Develop and finalize AutoCAD engineering standards to be used in all engineering projects, to be approved by the Board.
 - Post approved Engineering Standards on Village website, to allow for easy access for public and developer.
 - Provide Engineering Standards packet to Community Development to be handed out to all applicants of larger engineering projects.

Goal #2: Identify Potentially Impacted Property (PIP) sites within the Village.

- ❖ Ensure PIP sites are added to Village Geographic Information Systems (GIS).
 - Assistant Village Engineer will utilize all known available databases to determine PIP sites within Village limits.
 - Direct GIS consultants in implementing map additions and supporting documents.
 - Create new layers for Village staff to easily identify PIPs throughout the Village.

STREETS DIVISION

Goal # 1: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Improve Pedestrian Safety throughout the Village.
 - Undertake annual survey of conditions of cross walks and American Disability Act Ramps and work towards ADA Transition Plan.
 - Identify all remedial works and update database to track and record conditions.
 - Develop annual project schedule by April to address remedial works for upcoming construction season.

- ❖ Improve Street Lighting in the Village.
 - Identify remedial works, upgrades and new lighting projects to address deficiencies.
 - Ensure all lighting complaints are investigated, resolved and recorded on Village's work order database.
 - Implement a semi - annual functionality test for the Village's street lighting system.
- ❖ Improve and Maintain Village Streets.
 - Survey all streets on an annual basis for permanent/temporary patch repairs.
 - Develop annual in-house project schedule by April to address all remedial works for upcoming construction season.

Goal # 2: Improve service delivery across all areas of Public Works operations.

- ❖ Provide an initial response within 2 days of receipt, and a substantive response within 7 days of receipt of All Work Orders/Complaints.
 - Streets Division Supervisor/Foreman to check Public Works database every morning for status of reports.
 - Follow-up with residents with responses.
 - Ensure all new work orders are allocated on a daily basis.
 - Ensure all staff follow up with supervisor/foreman with action taken and entered into the Public Works database.

Goal #3: Develop policies and procedures to improve financial responsibility in all areas of Public Works.

- ❖ Train all staff on estimating materials.
 - To properly estimate projects - not to over spend on estimated costs.
 - Properly train all staff how to correctly estimate asphalt and concrete formulas.
 - Utilizing excess materials from previous jobs to minimize waste - making sure to recycle used materials.
- ❖ Implement best management practices.
 - Develop a training program to minimize on-the-job injuries/workers comp. cases.
 - Increase safety awareness with all staff.
 - Training to increase productivity through organization having material on hand to complete assigned job.

FLEETS MAINTENANCE DIVISION

Goal #1: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Ensure Standard Operating Procedures and Best Management Practices are in place and implemented for all operations in the Fleets Division.
 - Train all staff on Best Management Practices and Standard Operating Procedures for division including monthly safety meetings.
 - Review accident records for the last 4 years and ensure Best Management Practices and Standard Operating Procedures address any shortfalls in operations.
 - Ensure monthly/annual safety checks of internal equipment and procedures are undertaken and documented.
- ❖ Provide an efficient Fleet that is safe and in good working order for the other departments and divisions.
 - Provide and maintain all necessary safety equipment on board vehicles, including up to date first aid kits.
 - Repetitive, returned vehicles are investigated and resolved by Lead Mechanic on occurrences of 2 or more within a 14-day period.
- ❖ Support Snow & Ice Operations.
 - Ensure calibration of salt and calcium chloride is undertaken on all snow removal vehicles by end of October.

Goal # 2: Ensure all tools and equipment are in good working order, kept current and up to date, and a program of replacement is developed.

- Develop a checklist of all equipment with categories of excellent, good, fair or poor.
- Assign one staff member to perform a weekly inspection of Fleets Division owned tools and equipment to include condition.
- Prioritize repairs and replacement of equipment.
- Develop a five-year plan of larger purchases (>\$1000.00) within the Fleets Division.

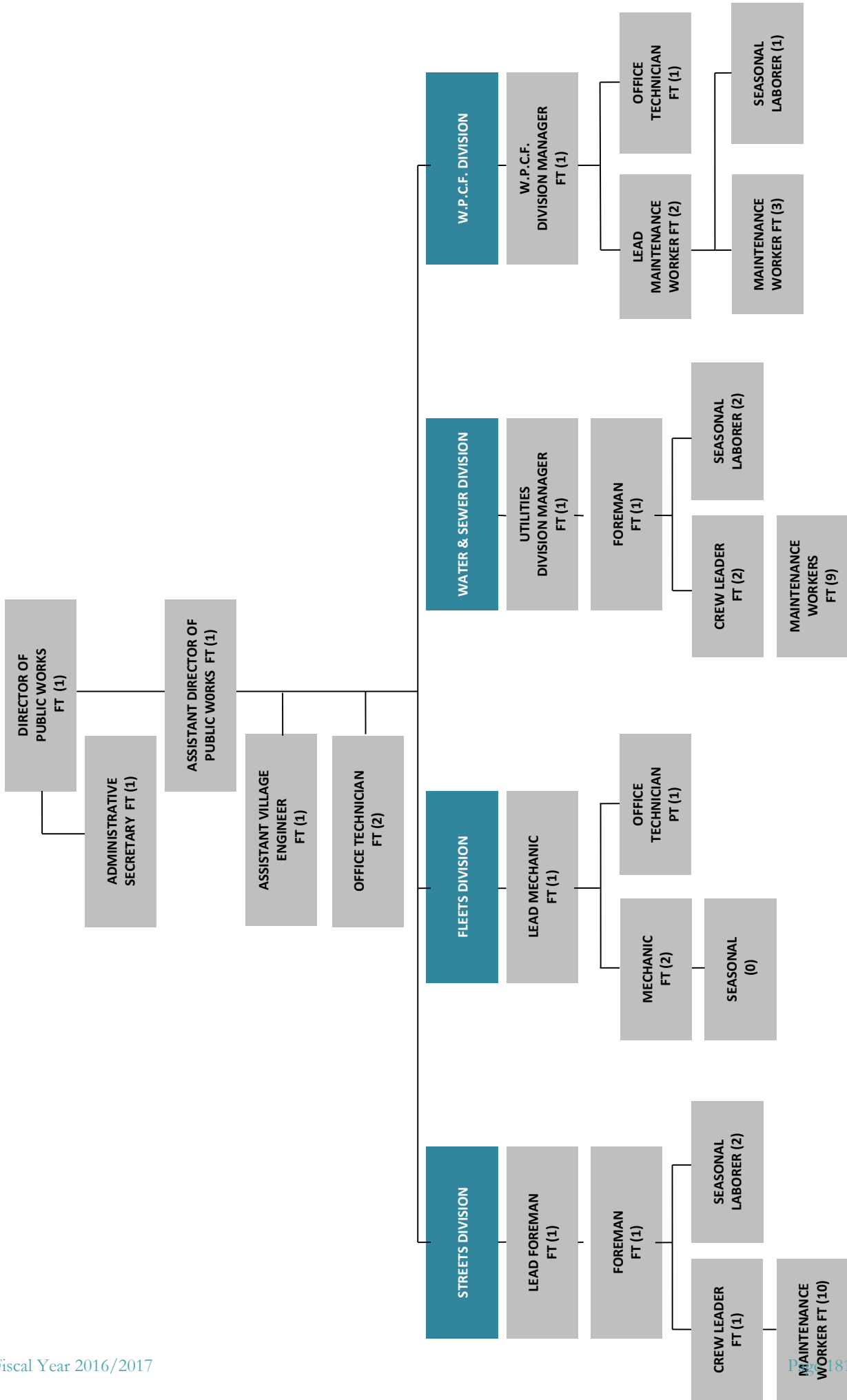
Goal #3: Develop Policies and Procedures to improve fiscal responsibility in all areas of Public Works.

- ❖ Execute the annual budget responsibly.
 - Monitor and control overtime.
 - Price shop on parts and inventory to ensure competitive pricing.
- ❖ Recycle and lower carbon footprints while controlling costs.
 - Increase time between oil & fluid changes.
 - Recycle antifreeze and continue recycling of batteries, engine oil and brake fluid.

FY 2016 / 2017

VILLAGE OF GLENDALE HEIGHTS

PUBLIC WORKS



The department of Public Works is organized into four divisions: Street, Water & Sewer, Fleet Maintenance and Water Pollution Control Facility. Each division is under the direct supervision of the Director of Public Services who is accountable for the sound management of the department and for the effectiveness of each operational element and for the administrative support of each function within the department. Total number of employees: 42 Full-Time, 1 Part-Time, 5 Seasonal.

PUBLIC WORKS: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Works Department provides services to 34,208 residents, 8 industrial parks, and various commercial enterprises in 6 political districts. Policy leadership is provided by the Village President with the advice and consent of six Village Board Members. The office of the Village Administrator oversees that the Public Works Department is effectively translating the policy into programs and services. The Public Works staff performs service and projects that many times are vital, life sustaining necessities. These services form the foundation for many of the basic needs that improve the quality of life for 100% of the residents.

Essential Functions

Administration - Facilitates leadership, direction, and coordination of services as the executive management partner.

Engineering – Provides engineering services to Public Works and support to other departments.

Street Maintenance - Right-of-way maintenance and repair, including snow and ice control, storm water maintenance, and pavement management for approximately 76 centerline miles of roadway.

Fleet Maintenance - Provides the Village Departments with safe vehicles and equipment; appropriate for their use that are economical, dependable, and environmentally sound to operate.

Service Standards

The Public Works team takes pride in its track record of quality first service. Acquiring customer feedback, using self-assessments and other benchmarking tools, the department maintains a clear picture of business advantages, private sector competition, and a comparison of service levels with neighboring communities.

Vision: We want our customers to call us because they know we will provide efficient timely service.

Mission: Our mission is to enhance our customers' lives by providing them services that often surpass their basic needs.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1510	531	10	10	E		F-TIME & REG.PART-TIME	156,320.24	150,962.00	152,518.00	157,045.00	4.03%
101	1510	531	15	10	E		FICA-EMPLOYER	8,492.99	9,360.00	8,352.22	9,737.00	4.03%
101	1510	531	16	14	E		TRAVEL, MEETING & CONF.	201.20	750.00	373.05	500.00	-33.33%
101	1510	531	16	15	E		TRAINING & SEMINARS	30.00	250.00	210.00	250.00	0.00%
101	1510	531	16	16	E		MEDICARE - EMPLOYER	2,072.06	2,189.00	2,099.66	2,277.00	4.02%
101	1510	531	22	99	E		OTHER EQUIPMENT	1,952.88	2,000.00	1,952.88	2,000.00	0.00%
101	1510	531	24	12	E		PRINTING & BINDING	50.00	100.00	100.00	475.00	375.00%
101	1510	531	31	10	E		BINDERS & ACCESSORIES		100.00		100.00	0.00%
101	1510	531	31	99	E		MISCELLANEOUS OFFICE SUPL	201.90	250.00	171.08	250.00	0.00%
101	1510	531	37	10	E		UNIFORMS	127.50	300.00	220.99	300.00	0.00%
101	1510	531	37	80	E		GAS & FUEL	1,284.09	1,500.00	657.27	1,000.00	-33.33%
101	1510	531	51	14	E		NATURAL GAS	5,730.41		3,392.95		0.00%
101	1510	531	52	10	E		LEASES-EQUIPMENTS	2,603.99	2,785.00	2,611.62	2,785.00	0.00%
101	1510	531	56	14	E		PUBLIC WORKS FACILITIES	47.70	200.00	33.40	200.00	0.00%
101	1510	531	62	10	E		MEMBERSHIP DUES	448.00	500.00	184.00	500.00	0.00%
Total								179,562.96	171,246.00	172,877.12	177,419.00	3.60%

FY 2016/17 BUDGET HIGHLIGHTS

ADMINISTRATION

Personnel Services

- ❖ Travel, Meeting & Conference reduction of 33% by taking advantage of free or less costly training

Purchased Services

- ❖ Printing & Binding increase of \$375 to update Sidwell maps
- ❖ Gas and Fuel reduction by 33% due to lower per gallon cost

PUBLIC WORKS: ENGINEERING

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Engineering Division will provide quality engineering services to both internal departments and external parties, such as contractors, developers, DuPage County, and other engineering bodies. The division is also instrumental in ensuring the Village's IEPA Storm water NPDES MS4 Permit remains in compliance.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1510	515	10	10	E		F-TIME & REG.PART TIME	20,921.17	22,231.00	22,053.66	46,166.00	107.66%
101	1510	515	15	10	E		FICA-EMPLOYER	1,258.40	1,378.00	1,316.91	2,863.00	107.76%
101	1510	515	16	15	E		TRAINING & SEMINARS	626.00	650.00	470.00	800.00	23.08%
101	1510	515	16	16	E		MEDICARE - EMPLOYER	294.29	322.00	308.06	669.00	107.76%
101	1510	515	21	14	E		ENGINEERING		12,460.00	12,459.27	7,000.00	-43.82%
101	1510	515	24	12	E		PRINTING & BINDING	25.00	100.00	119.00	150.00	50.00%
101	1510	515	24	32	E		SOFTWARE SUPPORT/MAINT	396.64	500.00	397.15	500.00	0.00%
101	1510	515	31	99	E		MISCELLANEOUS OFFICE SUPL	282.03	150.00	49.94	500.00	233.33%
101	1510	515	37	10	E		UNIFORMS/PPE	101.89	300.00	119.83	300.00	0.00%
101	1510	515	37	80	E		GAS & FUEL	521.90	500.00	497.67	500.00	0.00%
101	1510	515	37	99	E		MISCELLANEOUS SUPPLIES	68.83	300.00	270.63	300.00	0.00%
101	1510	515	62	10	E		MEMBERSHIP DUES	528.28	829.00	435.50	900.00	8.56%
101	1510	515	62	11	E		SUBSCRIPTIONS		100.00			-100.00%
Total								25,024.43	39,820.00	38,497.62	60,648.00	52.31%

FY 2016/17 BUDGET HIGHLIGHTS

ENGINEERING

Personnel Services

- ❖ Training & Seminars increase of 23% due to additional training opportunities and downstate travel for annual Floodplain Conference
- ❖ Travel, Meeting, & Conference budget reduction by 33% to reflect prior years usage

Materials & Supplies

- ❖ Miscellaneous Office Supplies increase of \$350 includes new chair for drafting table
- ❖ Printing & Binding increase of 50% to reflect shared costs of plotter paper and ink

PUBLIC WORKS: STREETS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Streets Division will strive to maintain the Village's streets and storm water infrastructure in quality condition year round, through sound fiscally responsible use of available resources, long range plans, and cooperative efforts of residents, employees, and elected officials.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1511	532	10	99	E		F-TIME & REG.PART-TIME	889,047.44	946,713.00	919,466.42	1,020,888.00	7.84%
101	1511	532	10	10	E		TEMPORARY HELP	8,837.36	2,200.00	2,093.12	13,600.00	518.18%
101	1511	532	10	98	E		OVERTIME PAY	48,368.88	45,000.00	32,157.12	45,000.00	0.00%
101	1511	532	15	10	E		FICA-EMPLOYER	56,863.35	61,622.00	57,398.07	66,927.00	8.61%
101	1511	532	16	14	E		TRAVEL, MEETING & CONF.	205.00	300.00	179.00	300.00	0.00%
101	1511	532	16	15	E		TRAINING & SEMINARS	2,014.43	3,500.00	3,056.00	3,500.00	0.00%
101	1511	532	16	16	E		MEDICARE - EMPLOYER	13,298.74	14,412.00	13,423.59	15,654.00	8.62%
101	1511	532	16	31	E		EMPLOYEE SEVERANCE PAY				11,343.00	0.00%
101	1511	532	21	14	E		ENGINEERING	2,500.00	11,200.00	1,416.95	3,000.00	-73.21%
101	1511	532	23	10	E		DEBRIS REMOVAL	75,907.46	60,000.00	37,665.94	40,000.00	-33.33%
101	1511	532	23	14	E		CURB-CUT PROGRAM	2,160.00	7,500.00	4,300.00	5,000.00	-33.33%
101	1511	532	23	99	E		OTHER PROPERTY SERVICES	43,732.00	46,601.00	43,732.00	47,200.00	1.29%
101	1511	532	24	12	E		PRINTING & BINDING		200.00	119.00	200.00	0.00%
101	1511	532	24	13	E		CONTRACTUAL SERVICES	33,932.25	57,576.00	42,920.00	1,000.00	-98.26%
101	1511	532	31	99	E		MISCELLANEOUS OFFICE SUPL	1,096.64	1,500.00	892.35	2,200.00	46.67%
101	1511	532	34	13	E		LANDSCAPING SUPPLIES	1,796.20	2,500.00	2,023.05	2,500.00	0.00%
101	1511	532	37	10	E		UNIFORMS/PPE	3,699.80	5,500.00	4,769.82	5,500.00	0.00%
101	1511	532	37	11	E		CHEMICALS		100.00	100.00	100.00	0.00%
101	1511	532	37	80	E		GAS & FUEL	41,580.74	45,000.00	25,726.69	40,000.00	-11.11%
101	1511	532	37	99	E		MISCELLANEOUS SUPPLIES	3,230.23	3,500.00	2,795.14	4,000.00	14.29%
101	1511	532	51	11	E		PAGER	920.81	935.00	830.92		-100.00%
101	1511	532	51	12	E		CELLULAR PHONE				360.00	0.00%
101	1511	532	51	13	E		ELECTRICITY	78,359.09	100,000.00	78,805.29	90,000.00	-10.00%
101	1511	532	52	11	E		RENTALS-EQUIPMENTS	3,500.00	3,400.00	2,350.00	3,800.00	11.76%
101	1511	532	53	13	E		PUBLIC WORKS-STREET DIV.	4,591.37	9,200.00	5,800.50	9,200.00	0.00%
101	1511	532	57	14	E		STREET SIGNS/LIGHTS MAINT	15,587.96	21,500.00	19,764.66	32,000.00	48.84%
101	1511	532	57	15	E		STREET MAINT. & REPAIRS	32,033.21	50,000.00	45,219.98	55,000.00	10.00%
101	1511	532	57	16	E		GROUNDS MAINTENANCE	1,195.26	1,500.00	683.04	500.00	-66.67%
101	1511	532	57	17	E		STORMWATER MAINTENANCE	48,835.35	43,000.00	38,915.57		-100.00%
101	1511	911	81	13	E		PUBLIC WORKS-STREETS	3,399.98	9,300.00	4,668.72	10,000.00	7.53%
Total								1,416,693.55	1,553,759.00	1,391,272.94	1,528,772.00	-1.61%

FY 2016/17 BUDGET HIGHLIGHTS

STREETS

Personnel Services

- ❖ Temporary help increase by \$11,400 due to anticipated seasonal laborer. position being filled for the 20 weeks of the construction season.
- ❖ Severance Pay increase by \$11,343 for a retiring employee.

Professional Services

- ❖ Engineering decrease by 73% due to no anticipated storm water projects.

Contractual Services

- ❖ Debris Removal decrease by 33% due to no anticipated storm water projects.
- ❖ Curb Cutting program decrease by 33% due to public participation.
- ❖ Contractual Services decreased by 98% due to allocation of costs to Central Services.

Purchased Services

- ❖ Miscellaneous Office Supplies increase cost by 46% for plotter ink and paper supplies.
- ❖ Pager decrease by 100% as staff will no longer carry pagers as per Union Contract.

Materials & Supplies

- ❖ Street Lights/Lights Maintenance increase by 48% for anticipated directional boring of replacement of electrical wires for new light poles.
- ❖ Grounds Maintenance decrease by 66% as no anticipated repairs are projected.
- ❖ Stormwater Maintenance decrease by 100% for storm water repairs due to reallocation of budget.

PUBLIC WORKS: FLEETS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Fleets Division is committed to providing municipal fleet repair and maintenance to Village-owned vehicles and equipment to ensure the availability of a long-lasting, reliable, and cost effective fleet, emphasizing on minimizing effects on the environment.

This division provides these services to approximately 314 pieces of Village-owned vehicles and equipment. The services provided to our respective divisions include preventive maintenance, repair services, fabrication services, new vehicle specification, purchasing, salvage, product support and training.

Fleet Services employs highly trained technicians that have the experience and expertise to provide all of these services. The fleets garage has 7 working service bays, and 5 lifts.

The Fleet Maintenance division is committed to investigating future options in transportation, alternative fuels and cleaner running vehicles.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1515	533	10	10	E		F-TIME & REG.PART-TIME	183,620.45	193,308.00	192,821.27	204,361.00	5.72%
101	1515	533	10	99	E		OVERTIME PAY	3,798.98	3,000.00	2,077.24	3,000.00	0.00%
101	1515	533	15	10	E		FICA-EMPLOYER	11,213.03	12,171.00	11,585.35	12,856.00	5.63%
101	1515	533	16	15	E		TRAINING & SEMINARS	1,055.00	1,500.00	522.00	800.00	-46.67%
101	1515	533	16	16	E		MEDICARE - EMPLOYER	2,622.45	2,846.00	2,709.57	3,007.00	5.66%
101	1515	533	23	10	E		DEBRIS REMOVAL	1,645.00	2,000.00	1,730.00	2,000.00	0.00%
101	1515	533	24	12	E		PRINTING & BINDING		100.00	14.50	100.00	0.00%
101	1515	533	24	32	E		SOFTWARE SUPPORT & MAINT	6,959.50	3,625.00	4,375.00	6,100.00	68.28%
101	1515	533	31	99	E		MISCELLANEOUS OFFICE SUPL	100.00	100.00	91.54	100.00	0.00%
101	1515	533	37	10	E		UNIFORMS	975.00	975.00	967.22	975.00	0.00%
101	1515	533	37	11	E		CHEMICALS	1,187.29	1,550.00	1,157.19	1,550.00	0.00%
101	1515	533	37	71	E		SENIOR CENTER	739.82	1,500.00	1,293.31	500.00	-66.67%
101	1515	533	37	72	E		REPAIR SUPPLIES POLICE	15,091.60	22,000.00	17,622.55	18,000.00	-18.18%
101	1515	533	37	73	E		REPAIR SUPPLIES-P/R/F	26,459.55	30,000.00	26,916.12	28,000.00	-6.67%
101	1515	533	37	74	E		REPAIR SUPPLIES STREETS	40,940.41	42,000.00	31,279.66	43,000.00	2.38%
101	1515	533	37	75	E		REPAIR SUPPLIES FLEETS	484.94	500.00	511.44	400.00	-20.00%
101	1515	533	37	76	E		REPAIR SUPPLIES ESDA	600.00	1,500.00	1,557.48	2,000.00	33.33%
101	1515	533	37	77	E		REPAIR SUPPLIES COM DEV	1,413.77	2,250.00	2,295.85	2,500.00	11.11%
101	1515	533	37	78	E		REPAIR SUPPLIES ADMIN	174.97	1,000.00	521.47	1,500.00	50.00%
101	1515	533	37	79	E		REPAIR SUPPLIES PS ADMIN	362.94	500.00	100.02	500.00	0.00%
101	1515	533	37	80	E		GAS & FUEL	152.15	500.00	92.01	300.00	-40.00%
101	1515	533	37	98	E		MISC. INVENTORY SUPPLIES	4,997.36	4,500.00	4,459.36	4,000.00	-11.11%
101	1515	533	37	99	E		MISCELLANEOUS SUPPLIES	9,809.14	8,500.00	8,499.78	8,500.00	0.00%
101	1515	533	39	12	E		FLEET MAINTENANCE	1,339.99	600.00	637.90	2,150.00	258.33%
101	1515	533	51	11	E		PAGER	206.73	240.00	179.93		-100.00%
101	1515	533	52	10	E		LEASES-EQUIPMENTS	1,072.60	1,500.00	1,202.68	1,500.00	0.00%
101	1515	533	53	12	E		PUBLIC WORKS-FLEET MAINT	4,005.81	2,500.00	862.00	2,500.00	0.00%
101	1515	533	62	10	E		MEMBERSHIP DUES	30.00	300.00	30.00	390.00	30.00%
Total								321,058.48	341,065.00	316,112.44	350,589.00	2.79%

FY 2016/17 BUDGET HIGHLIGHTS

FLEETS

Personnel Services

- ❖ Training and Seminars decrease by 46% due to taking advantage of free or less costly training.

Purchased Services

- ❖ Software Support & Maintenance increasing by 66% due to diagnostic equipment and software upgrades.

Materials and Supplies

- ❖ Senior Center - Decrease costs by 66% due to new primary bus remaining under warranty during FY 17.
- ❖ Repairs Police - Decrease costs by 18% due to most of the Police fleet remaining under warranty during FY17.
- ❖ Repairs Fleets - Decrease costs by 20% as projected repairs are expected to stay minimal.
- ❖ Repairs ESDA – Increase costs by 33% due to age of the ESDA fleet.
- ❖ Repairs Comm. Dev – Increase costs by 42 % due to age of the Community Development fleet and fiscal shortages in the prior year.
- ❖ Repairs Administration – Increase costs by 50% as vehicles are no longer under warranty.
- ❖ Gas and Fuel – Decrease costs by 40% as projected fuel costs remain low.
- ❖ Fleet Maintenance – Increase costs by \$600 as shop safety equipment is in need of replacement.
- ❖ Pager decrease by 100% as staff will no longer carry pagers as per Union Contract.

Purchased Services

- ❖ Membership Dues – Increase costs by 30% as national membership dues have increased.

PARKS, GROUNDS & FACILITIES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

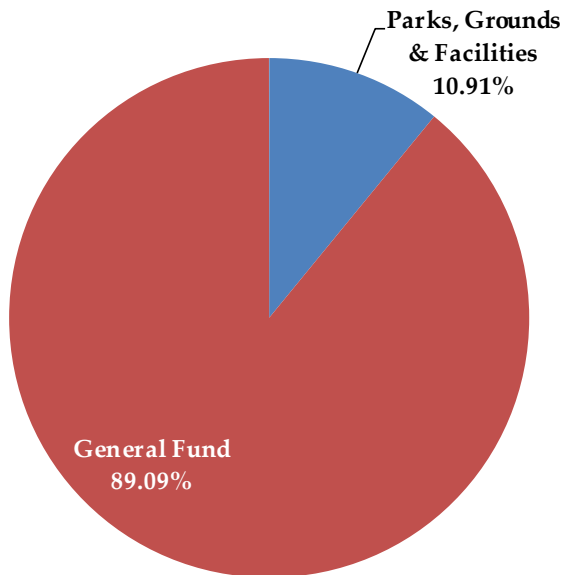
The Parks, Grounds & Facilities Department is divided into three divisions; Parks and Grounds, Forestry Operations, and Building Maintenance.

The Department's purpose is to guide, assist, and provide direction to staff in meeting the following mission statement: To enrich the quality of life of the community by 1) identifying community needs, 2) mobilizing resources for community action, 3) facilitating growth and recreational opportunity, and 4) providing necessary services which fills the community's needs. The Facilities division provides technical and custodial maintenance for all Village facilities and properties.

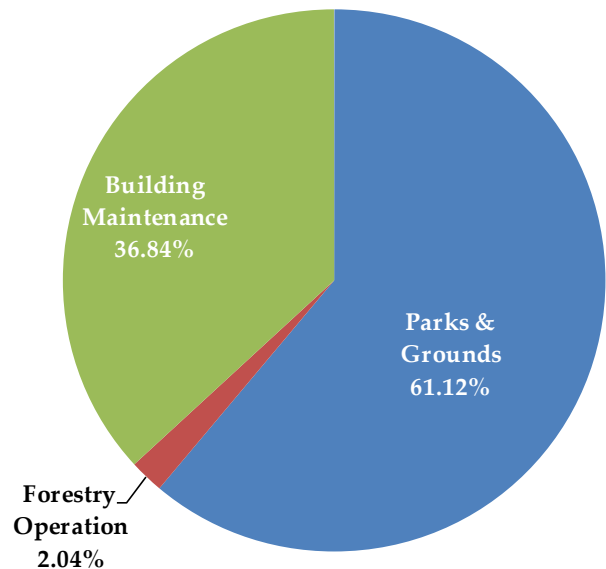
TOTAL OPERATING BUDGET

\$2,338,777

DEPARTMENT EXPENDITURES TO GENERAL FUND EXPENDITURES



ANNUAL EXPENSES BY DIVISION



ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATED	2016/17 BUDGET	% CHANGE
Parks & Grounds	1,427,858	1,395,880	1,362,896	1,383,045	(0.9)%
Forestry Operation	511,996	62,768	51,768	60,800	(3.1)%
Building Maintenance	868,316	872,696	833,099	893,975	2.4%
TOTAL DIVISION	2,808,170	2,331,344	2,247,763	2,337,820	0.3%

SIGNIFICANT ACCOMPLISHMENTS IN FY 2015/2016

PLAYGROUNDS

- ❖ Purchased new playground structure for Nazos Park. Community build installation is scheduled for FY 2016/17.
- ❖ Purchased new playground amenities to replace/update older amenities. Installation scheduled for FY 2016/17.
- ❖ Purchased twenty-six (26) replacement park benches. Installation scheduled for FY 2016/17.
- ❖ Purchased ten (10) dog waste stations to be installed at all parks with walking paths. Installation scheduled for FY 2016/17.

FORESTRY OPERATION

- ❖ Continued village wide parkway tree trimming.
- ❖ Planted forty-four (44) replacement parkway trees and four (4) park trees.

BUILDING MAINTENANCE

- ❖ Continued remodel of the Fleets building.
- ❖ Continued remodel of the property at 1512 Bloomingdale Road (Taylor Building).

FY 2016/17 GOALS AND OBJECTIVES

FACILITIES DIVISION

Goal #1: Improve the maintenance of all facilities and equipment to preserve a high level of efficiency and planning.

- ❖ Update Main Trac software to include all new mechanical systems.
- ❖ Provide additional Main Trac training to assist in maintaining the database and mechanical assets. Set-up an automated preventative maintenance schedule based on manufacturer's recommendation. Complete repairs in no more than 7 days.
- ❖ Initiate a building inspection program that will identify areas that require or will shortly require repairs or replacements. Complete quarterly inspections on each facility. Track information in the database and use the information for future budgets.

- ❖ Provide additional training for HVAC software which will result in quicker and easier adjustments of basic operations of equipment.

Goal #2: Provide a clean and safe environment for employees and the public.

- ❖ Provide additional staff training on cleanliness, communication and expectations.
- ❖ Ensure the contracted janitorial service meets expectations of the contract. High profile areas shall be inspected daily. Document deficiencies and take appropriate action immediately.
- ❖ Set up a bi-monthly meeting with janitorial contractor to discuss performance and adjust the contract, if needed.

PARKS DIVISION

Goal #1: Improve Department Operations.

- ❖ Improve efficiency.
- ❖ Expand knowledge of equipment and tasks.
- ❖ Improve the management project assignments.

Goal #2: To maintain and revitalize the Village's urban forest.

- ❖ Convert tree inventory into the Village's GIS system and provide training on the GIS Tree Maintenance Layer.
- ❖ Maintain tree inventory and maintenance.
- ❖ Develop reforestation planning and goals.

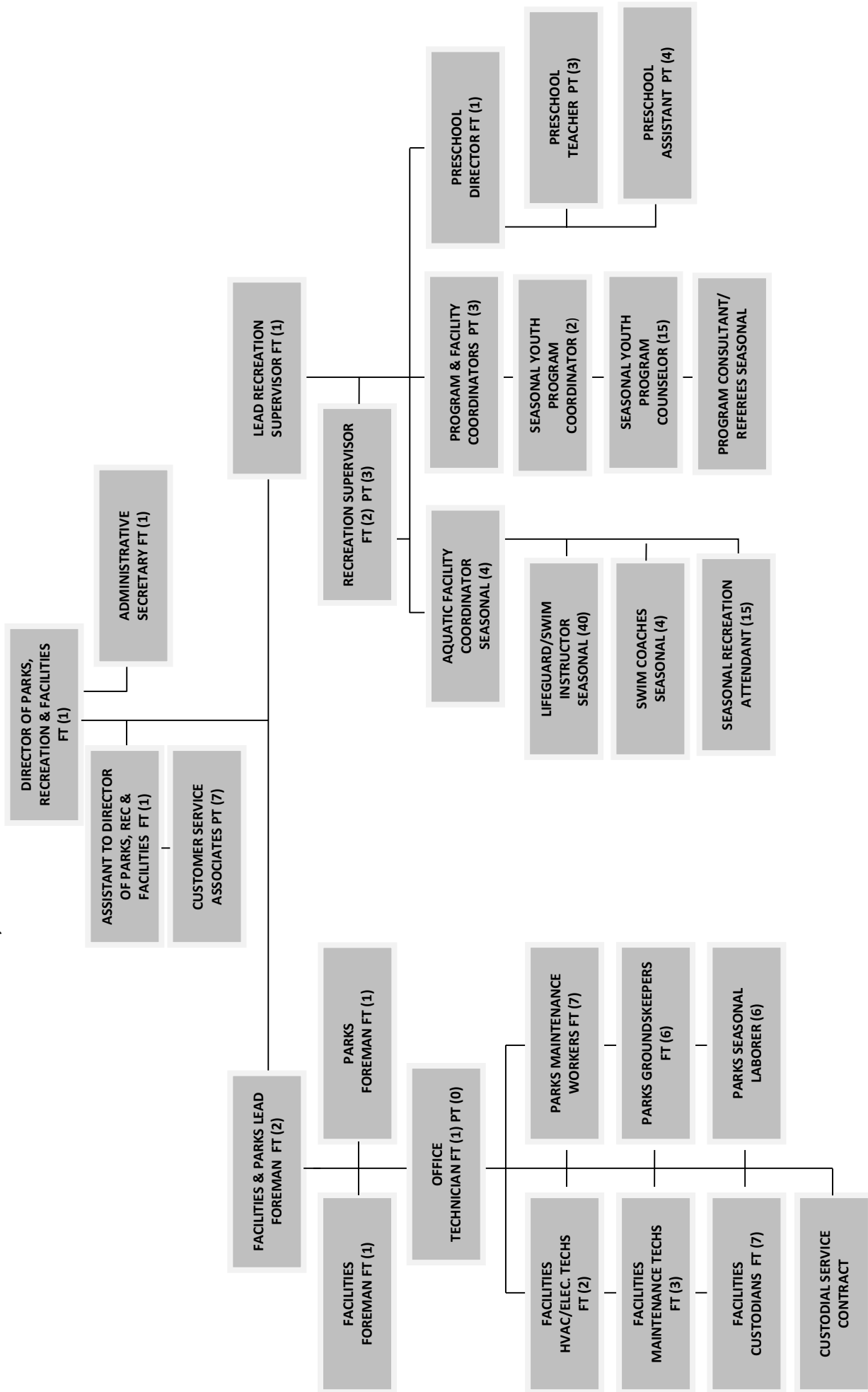
Goal #3: Develop a plan to unify all Village informational signs.

- ❖ Inspect all pond, parking and park usage signs
- ❖ Create a template to unify signs
- ❖ Develop a timeline to replace signs

FY 2016 / 2017

VILLAGE OF GLENDALE HEIGHTS

PARKS, RECREATION AND FACILITIES



Parks & Recreation's purpose is to guide, assist, and provide direction to staff in meeting the following mission statement: To enrich the quality of life of the community by 1) identifying community needs, 2) mobilizing resources for community action, 3) facilitating growth and recreational opportunity, and 4) providing necessary services which fills the community's needs. The Facilities division provides technical and custodial maintenance for all village facilities and properties. Total number of employees: 37 Full-Time, 20 Part-Time and 86 Seasonal.

PARKS, GROUNDS & FACILITIES: PARKS & GROUNDS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Parks & Grounds Division is responsible for maintaining all public properties. Included in the division's responsibility is the removal and/or trimming of trees located in the public right-of-ways and Village park properties. The Division provides services including grass cutting, brush removal, leaf pickup and general turf maintenance along roadways and other public properties. The Division supplements its own forces with private contractors for tree removal efforts.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1616	534	10	10	E	F-TIME & REG.PART TIME	1,017,214.11	997,577.00	1,001,744.34	981,783.00	-1.58%
101	1616	534	10	98	E	TEMPORARY HELP	24,505.55	28,500.00	25,177.15	26,000.00	-8.77%
101	1616	534	10	99	E	OVERTIME PAY	45,156.72	30,000.00	18,907.34	30,000.00	0.00%
101	1616	534	15	10	E	FICA-EMPLOYER	65,399.23	66,320.00	63,182.95	64,498.00	-2.75%
101	1616	534	16	14	E	TRAVEL, MEETING & CONF.	145.67	1,216.00	1,175.23	700.00	-42.43%
101	1616	534	16	15	E	TRAINING & SEMINARS	320.00	2,394.00	1,966.00	2,340.00	-2.26%
101	1616	534	16	16	E	MEDICARE-EMPLOYER	15,295.08	15,518.00	14,776.70	15,084.00	-2.80%
101	1616	534	23	10	E	DEBRIS REMOVAL	973.55	5,000.00	5,483.73	5,000.00	0.00%
101	1616	534	23	15	E	ADOPT A STREET PROGRAM		200.00		50.00	-75.00%
101	1616	534	24	32	E	SOFTWARE SUPPORT & MAINT	2,860.00	3,000.00	3,000.00	3,232.00	7.73%
101	1616	534	24	99	E	OTHER PURCHASE-SERVICES	88,176.14	49,110.00	55,866.44	54,150.00	10.26%
101	1616	534	31	99	E	MISCELLANEOUS OFFICE SUPL				268.00	0.00%
101	1616	534	34	10	E	TOPDRESSING SOIL	5,042.44	5,577.00	3,820.50	6,000.00	7.58%
101	1616	534	34	11	E	GRAVEL AND SAND	1,362.70	1,500.00	1,040.99	1,500.00	0.00%
101	1616	534	34	13	E	LANDSCAPING SUPPLIES	10,901.36	13,230.00	8,847.96	12,000.00	-9.30%
101	1616	534	34	14	E	FERTILIZER	11,901.29	11,100.00	11,213.69	12,500.00	12.61%
101	1616	534	37	10	E	UNIFORMS	5,412.65	5,500.00	4,621.43	5,500.00	0.00%
101	1616	534	37	80	E	GAS & FUEL	39,914.40	42,000.00	27,983.50	32,000.00	-23.81%
101	1616	534	37	99	E	MISCELLANEOUS SUPPLIES	42,618.77	44,466.00	42,136.07	32,050.00	-27.92%
101	1616	534	39	10	E	PARKS & GROUNDS TOOLS	786.70	2,193.00	2,191.88	2,250.00	2.60%
101	1616	534	51	11	E	PAGER	1,309.26	1,320.00	1,160.80		100.00%
101	1616	534	51	13	E	ELECTRICITY	26,978.60	30,000.00	29,543.17	30,000.00	0.00%
101	1616	534	52	10	E	LEASES-EQUIPMENTS				800.00	0.00%
101	1616	534	52	11	E	RENTALS-EQUIPMENTS	6,618.18	6,800.00	6,163.56	7,500.00	10.29%
101	1616	534	53	16	E	PARKS & GROUNDS EQUIPMENT	2,586.25	4,879.00	4,367.67	5,000.00	2.48%
101	1616	534	53	17	E	PLAYGROUND R&M			104.72	16,100.00	0.00%
101	1616	534	62	10	E	MEMBERSHIP DUES	270.00	190.00	130.00	640.00	236.84%
101	1616	911	82	12	E	PARKS & GROUNDS EQUIP.	6,179.00	21,790.00	21,790.12	28,100.00	28.96%
101	1616	911	87	14	E	PARKS AND GROUNDS	5,929.96	6,500.00	6,500.00	8,000.00	23.08%
Total							1,427,857.61	1,395,880.00	1,362,895.94	1,383,045.00	-0.92%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ All other staffing levels remained the same, budgeting a 2.0% COLA and step increases.
- ❖ Temporary help based on 2016 needs.
- ❖ Decrease in employee conferences.

Purchased Services

- ❖ Expenses for Adopt-a-Street program based on actual needs.
- ❖ Increase portable restroom expenses based on actual needs.

Materials & Supplies

- ❖ Gas & Fuel reduction based on 2016 actual usage.
- ❖ Decrease in playground repairs and maintenance, moved to a new account number.
- ❖ Increase due to replacement generator needed.
- ❖ Decrease in pager service due to the elimination of the use of pagers.
- ❖ Increase due to the need of a copier.
- ❖ Decrease in employee uniform based on actual needs.

Repairs & Maintenance

- ❖ Increase based on equipment replacements needed for 2017.
- ❖ Increase based on park equipment replacements/repairs needed for 2017.

Other Expenses

- ❖ Increase in membership fees due to the addition of IPRA.

Capital Outlay

- ❖ Capital expenditures are budgeted to purchase a riding pesticide applicator, triple decker mower attachment, extended cab for truck 101, soccer goals, field striper and templates and picnic table replacements.

PARKS, GROUNDS & FACILITIES: FORESTRY

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights maintains approximately 13,000 park and parkway trees.

The Emerald Ash Borer was first discovered in Glendale Heights in 2007. EAB normally attack and kill Ash trees that are weakened by stresses such as drought, disease, and mechanical injury. The Village is dedicated to allocate resources as they are available to replace infected trees with new trees. In FY 2015, the Village dedicated \$576,100 towards fully eradicating the EAB problem.



PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1616	537	24	98	E		TREE REMOVAL/REPLACEMENT	509,175.75	60,118.00	49,816.50	58,400.00	-2.86%
101	1616	537	37	10	E		UNIFORMS PPE	1,025.33	1,000.00	780.13	750.00	-25.00%
101	1616	537	39	10	E		PARKS & GROUNDS TOOLS	1,286.30	1,000.00	628.64	1,000.00	0.00%
101	1616	537	62	10	E		MEMBERSHIP DUES	508.83	650.00	542.88	650.00	0.00%
Total								511,996.21	62,768.00	51,768.15	60,800.00	-3.14%

FY 2016/17 BUDGET HIGHLIGHTS

Purchased Services

- ❖ Decrease in tree inventory maintenance.

Materials & Supplies

- ❖ Decrease in PPE equipment, not as many replacements needed this fiscal year.
- ❖ Decrease in playground repairs and maintenance, moved to a new account number.

Other Expenses

- ❖ There are no significant changes made to the budget class.

PARKS, GROUNDS & FACILITIES: BUILDING MAINTENANCE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Building Maintenance Division provides repairs, remodeling and preventive maintenance for all buildings, equipment, and furnishings. The buildings consist of the following; Civic Center, Police Station, Vehicle Maintenance Garage, W.P.C.F. Facilities, Public Works Building, Sports Hub, Senior Center, Swimming Pool, Golf Course, and other department properties for a total of 24 buildings.

The maintenance consists of (but is not limited to) the repair/replacement of the following; heating and air conditioning equipment, overhead garage doors, vehicle exhaust systems, painting, carpentry, plumbing, electrical, fire tools, designing and building training props.

Building Maintenance Division is also responsible for the purchasing of Hazardous Material supplies, purchasing and maintenance of all physical fitness equipment, ordering and distribution of all custodial supplies, along with all invoices and payments associated with the operations of building maintenance.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
101	1617	511	10	10	E		F-TIME & REG.PART-TIME	628,702.50	646,991.00	650,350.27	674,082.00	4.19%
101	1617	511	10	99	E		OVERTIME PAY	7,706.32	8,500.00	5,257.79	7,000.00	-17.65%
101	1617	511	15	10	E		FICA-EMPLOYER	37,586.04	40,013.00	39,767.32	41,793.00	4.45%
101	1617	511	16	14	E		TRAVEL, MEETING & CONF.		200.00		200.00	0.00%
101	1617	511	16	15	E		TRAINING & SEMINARS	27.70	500.00		1,000.00	100.00%
101	1617	511	16	16	E		MEDICARE-EMPLOYER	8,790.68	9,381.00	9,300.67	9,774.00	4.19%
101	1617	511	24	12	E		PRINTING & BINDING		425.00		425.00	0.00%
101	1617	511	24	99	E		OTHER PURCHASE-SERVICES	43,920.72	59,041.00	41,032.74	53,151.00	-9.98%
101	1617	511	31	99	E		MISCELLANEOUS OFFICE SUPL		200.00	9.99	200.00	0.00%
101	1617	511	33	10	E		JANITORIAL SUPPLIES	15,980.04	21,000.00	19,542.49	18,000.00	-14.29%
101	1617	511	33	12	E		ELECTRICAL SUPPLIES	49,818.69	7,500.00	7,707.56	7,200.00	-4.00%
101	1617	511	33	13	E		HARDWARE SUPPLIES	2,788.77	4,000.00	3,989.09	4,000.00	0.00%
101	1617	511	33	15	E		PLUMBING SUPPLIES	3,626.37	2,000.00	1,946.85	2,000.00	0.00%
101	1617	511	33	16	E		LUMBER SUPPLIES	428.84	500.00	290.05	500.00	0.00%
101	1617	511	33	99	E		OTHER BLDG. MAINT. SUPPLY	1,485.96	2,200.00	444.54	2,400.00	9.09%
101	1617	511	37	10	E		UNIFORMS	2,681.48	3,750.00	2,695.62	3,000.00	-20.00%
101	1617	511	37	80	E		GAS & FUEL	9,202.43	9,000.00	5,734.99	7,000.00	-22.22%
101	1617	511	37	99	E		MISCELLANEOUS SUPPLIES	5,485.77	5,500.00	4,908.28	5,500.00	0.00%
101	1617	511	39	11	E		BLDG. MAINTENANCE TOOLS	1,124.48	2,000.00	1,783.39	3,200.00	60.00%
101	1617	511	51	11	E		PAGER	895.81	900.00	1,008.90		-100.00%
101	1617	511	53	11	E		BUILDING MAINTENANCE	3,312.59	2,100.00	832.44	2,100.00	0.00%
101	1617	511	56	12	E		MAINTENANCE BUILDING	44,750.66	46,995.00	36,495.72	51,450.00	9.48%
Total								868,315.85	872,696.00	833,098.70	893,975.00	2.44%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ All other staffing levels remained the same, budgeting a 2.0% COLA and step increases.
- ❖ Decrease in overtime due to staff scheduling changes.
- ❖ Increase in employee training due to three new staff members.

Purchased Services

- ❖ Decrease in pager service due to the elimination of the use of pagers.

Materials & Supplies

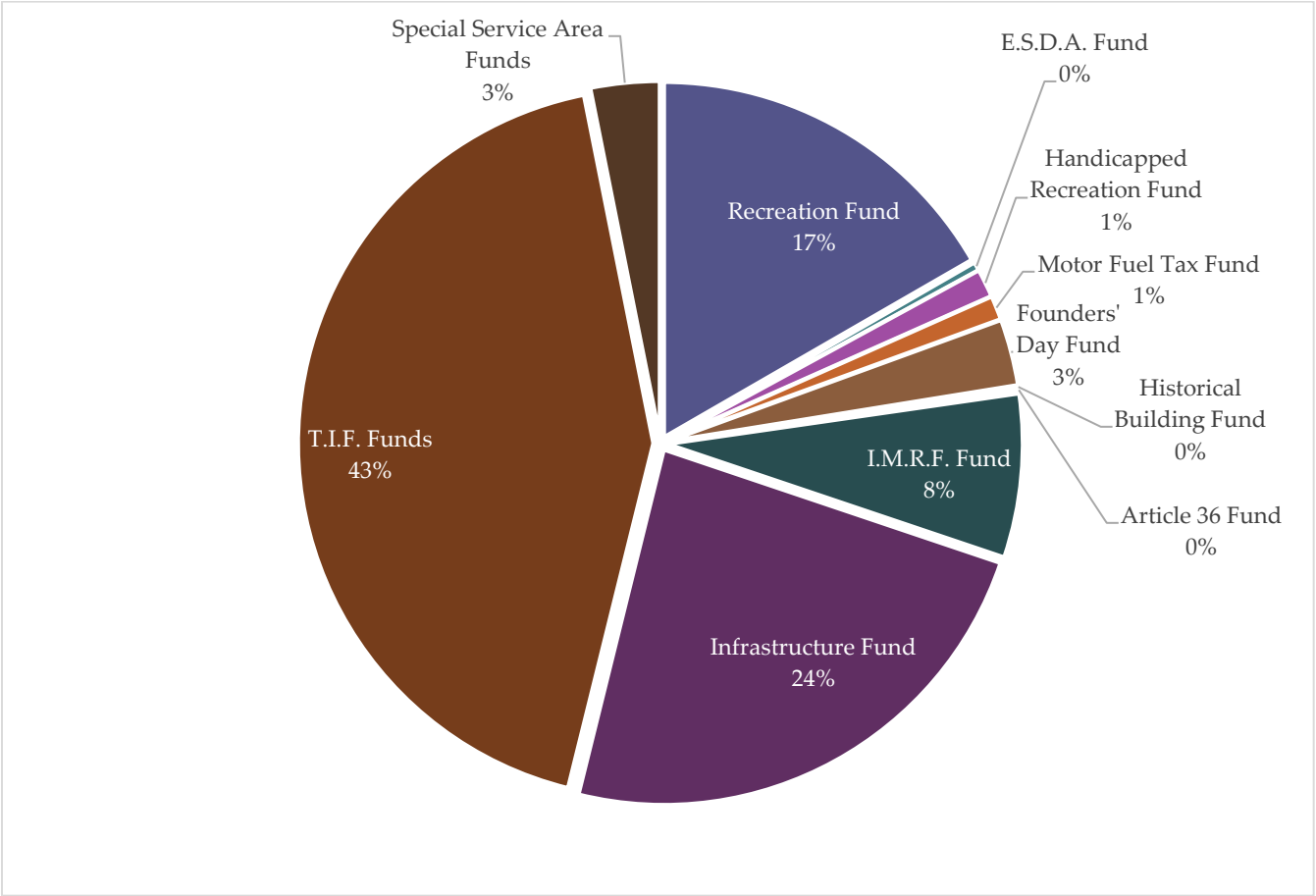
- ❖ Decrease in employee uniform cost.
- ❖ Gas & Fuel reduction based on 2016 actual usage.

Repairs & Maintenance

- ❖ Increase due to the replacement of a washer/dryer.
- ❖ Increase due to roof repairs to well houses.
- ❖ Decrease in electrical supplies based on 2016 actual cost.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes. The Village has 22 Special Revenue Funds. In the chart below, the Tax Increment Financing (T.I.F.) and Special Service Area (S.S.A.) Funds were categorized with their like kind.



RECREATION FUND

FUND DESCRIPTION

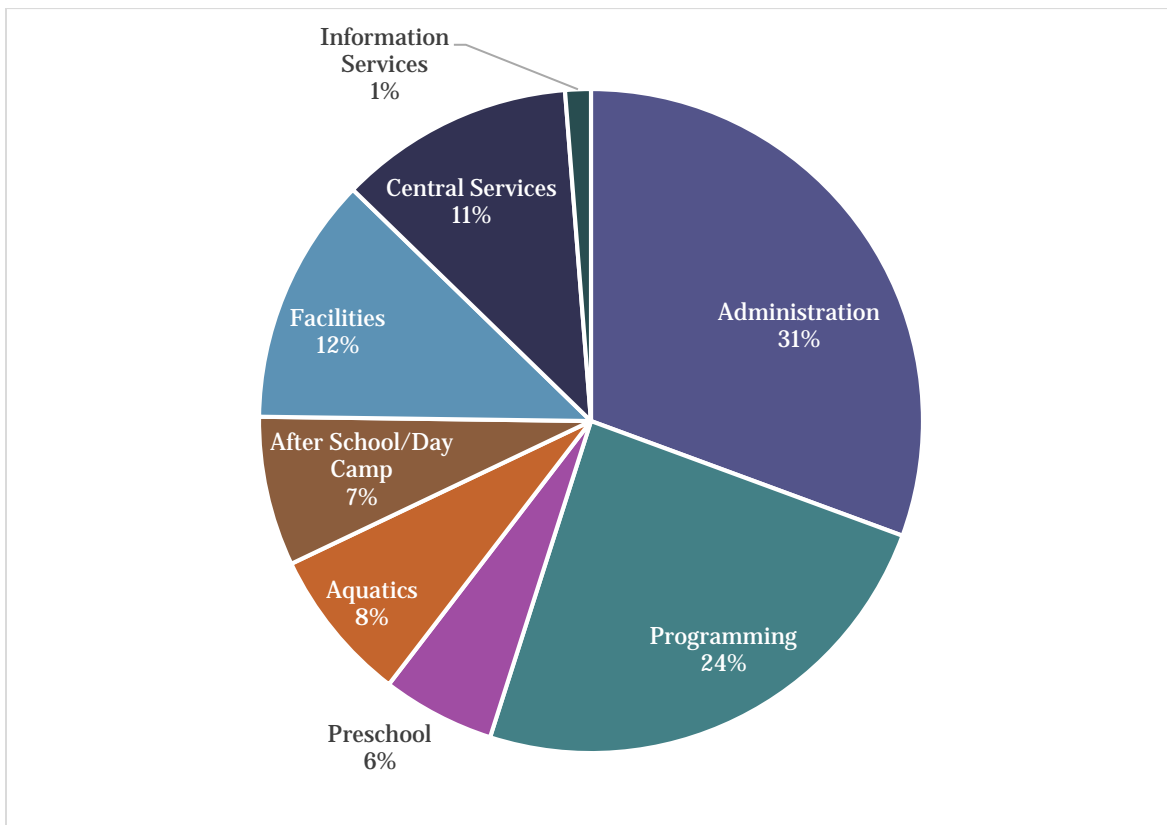
The Recreation Fund is divided into the following eight (8) divisions; Administration, Programming, Preschool, Aquatics, After School/Day Camp, Facilities, Information Services, and Central Services. The Village of Glendale Heights Recreation Fund provides for all municipally supported recreation opportunities for the residents of the Village.

Parks & Recreation's purpose is to guide, assist, and provide direction to staff in meeting the following mission statement: To enrich the quality of life of the community by 1) identifying community needs, 2) mobilizing resources for community action, 3) facilitating growth and recreational opportunity, and 4) providing necessary services which fills the community's needs.

TOTAL OPERATING BUDGET

\$2,211,739

ANNUAL EXPENSES BY DIVISION



ANNUAL REVENUE BY CLASS

ACCOUNT	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% CHANGE
Taxes	1,097,496	1,104,626	1,109,205	1,170,000	5.9%
Charges for Services	847,883	904,567	889,750	910,300	0.6%
Miscellaneous Income	165,226	174,980	209,174	199,500	14.0%
TOTAL REVENUE	2,110,605	2,184,173	2,208,129	2,279,800	4.4%

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% CHANGE
Administration	629,882	718,200	669,646	707,131	(1.5)%
Programming	437,430	481,730	439,815	507,485	5.3%
Preschool	123,750	116,735	125,910	121,676	4.2%
Aquatics	144,707	136,839	136,840	166,028	21.3%
After School/Day Camp	143,200	166,055	163,193	166,557	0.3%
Facilities	233,797	270,840	248,872	261,324	(3.5)%
Central Services	236,525	273,910	244,604	253,863	(7.3)%
Information Systems	17,392	20,504	20,545	27,675	35.0%
TOTAL DIVISION	1,966,683	2,184,813	2,049,425	2,211,739	1.2%

SIGNIFICANT ACCOMPLISHMENTS IN FY 2015/2016

The Recreation Division is responsible for public recreational activities. Its mission is to provide quality recreation, leisure services and facilities to Village residents. Each year, the Department offers a wide variety of programs for all age groups from tiny tots to adults at reasonable prices. The Department strives to provide activities that are fun and engaging in a safe environment.

The Recreation Departments' PATH (Play at the Hub) Afterschool Program, continues to grow in enrollment, with 2015/2016 having the highest enrollment to-date. School District residents are encouraged to take full advantage of this year-round afterschool program offered at the Sports Hub.

Throughout 2015/2016, the Recreation Division hosted 28 special events from the Daddy Daughter Dance to Breakfast with Santa. One of the newest addition to our special events was the revival of Harvest Fest with over 500 attendees. The event included a bags tournament, chili cook-off, hot pepper eating contest, corn maze, hay rides, a pumpkin patch, arts and crafts, music and concessions. In 2015, the first ever Mother/Son Dance "A Night of Royalty", was held at the Glendale Lakes Golf Club.

Administration

- ❖ Increased Fitness Membership revenue by 41%.
- ❖ Increased Hub Club Membership revenue by 35%.
- ❖ Increased Facility Rentals by 31%.

Programming

- ❖ Increased dance program revenue by 17%.
- ❖ Increased soccer program revenue by 4%.
- ❖ Increased men's basketball revenue by 51%.

Aquatics

- ❖ Increased swim lesson revenue by 17%.
- ❖ Increased daily fee revenue by 15%.

After School/Day Camp

- ❖ Increased day camp revenue by 26%.
- ❖ Increased after school program revenue by 12%.

FY 2016/17 GOALS AND OBJECTIVES

RECREATION DIVISION

Goal #1: Further develop teen program offerings.

- ❖ Develop and administer a needs assessment survey.
- ❖ Offer at least three new teen programs in response to survey results.

Goal #2: Develop, plan and implement evaluations of programs and facilities to increase customer satisfaction.

- ❖ Develop and administer a needs assessment survey.
- ❖ Develop an evaluation process for programming, special events, facility rentals and memberships.
- ❖ Review feedback and make recommendations.

Goal #3: Increase fitness membership and retain current members.

- ❖ Survey surrounding fitness centers to compare rates and special offerings.
- ❖ Further develop and offer member retention programs and specials.
- ❖ Research and develop a corporate membership.

Goal #4: Provide patrons with a high level of customer service.

- ❖ Hold bi-annual RecTrac training for all recreation staff to increase knowledge and efficiency.
- ❖ Continue to develop positive customer service habits through additional training.
- ❖ Create and distribute customer satisfaction surveys.

Goal #5: Increase and improve youth athletic coaching.

- ❖ Review and redevelop all youth athletic coaches' manuals.

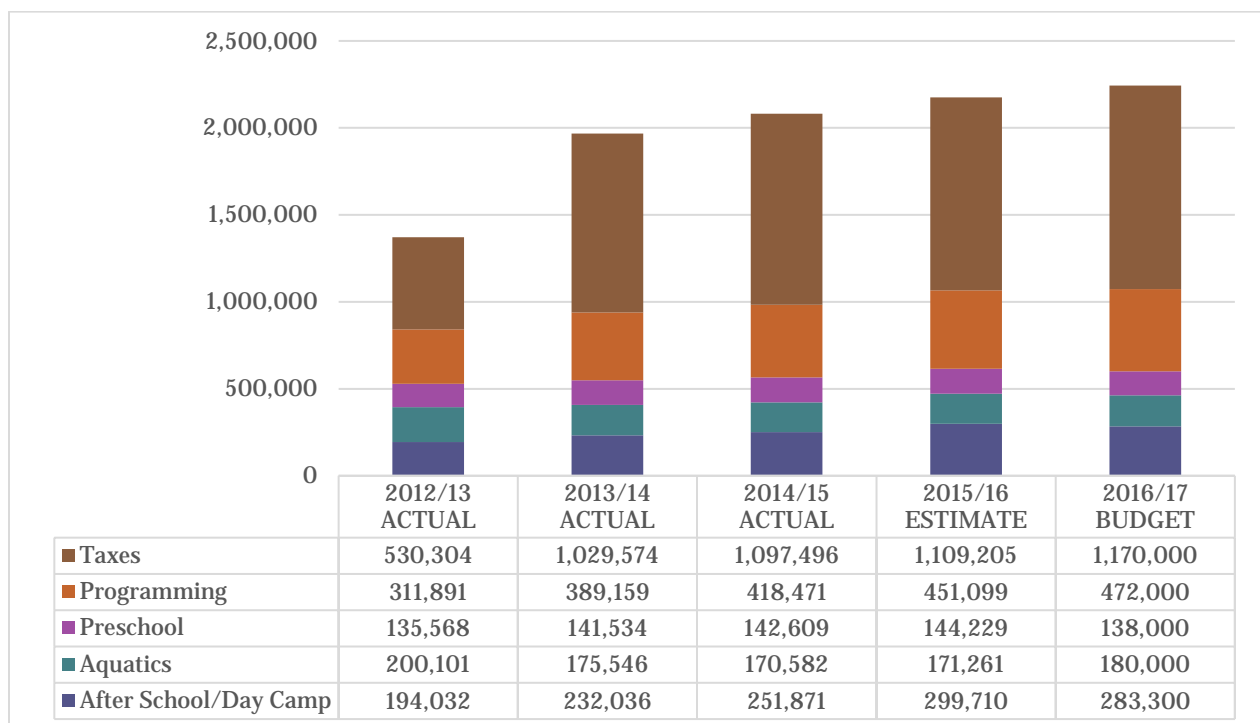
- ❖ Achieve 100% certification of all youth sport coaches in NYSCA or other acceptable certification programs.

RECREATION FUND: REVENUE

The mission of the Glendale Heights Parks and Recreation Department is to build on current strengths by preserving open space and providing quality recreational and leisure services and facilities for the residents of the Village of Glendale Heights. With our variety of parks, facilities and aquatic park, we work diligently to accomplish the goals set within our statement and beyond

The Recreation Fund Revenues are categorized into five major categories; Taxes, and Charges for Services which include, After School/Day Camp, Aquatic, Preschool, and Programming.

Recreation Fund Revenue Five (5) Year History

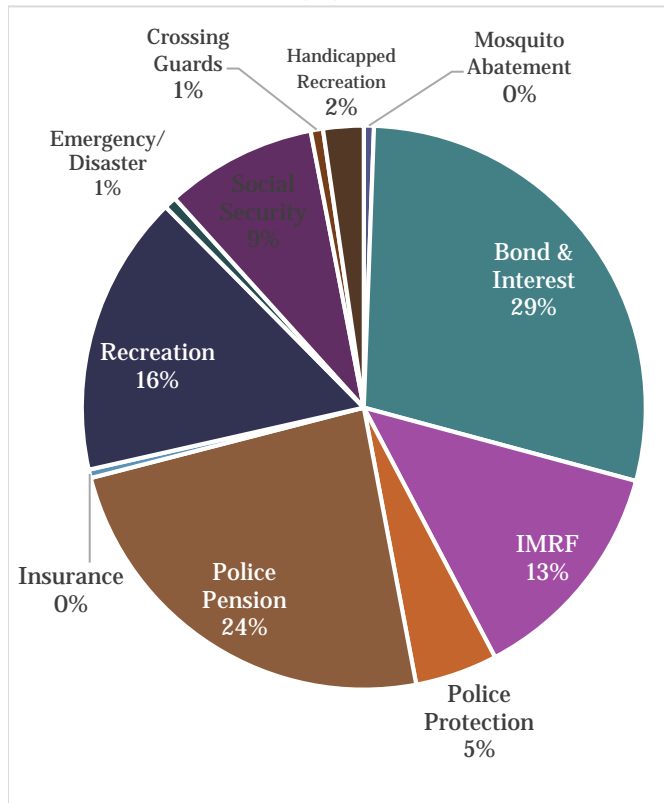


TAXES

Property tax is the Funds largest revenue source and comprises 50.7% of the total budgeted revenue for 2015/16. Property tax is a value-based tax imposed on real estate property, where the township assessor's offices value residential, commercial and industrial properties. Counties are responsible for collecting payments and remitting the Village's portion throughout the year.

The Village levies a property tax for the General Fund, Recreation Fund, Emergency Services and Disaster Agency (ESDA) Funds, Handicap Recreation Fund, Illinois Municipal Retirement Fund (IMRF), Special Service Area (SSA) Funds, Tax Incremental Financing (TIF) Funds, Insurance

2015 Property Tax Levy Percent (%) Allocation



Fund, Police Pension Fund and some of the Debt Service Fund. Property taxes for 2015, which will be paid in 2016, attach as an enforceable lien on January 1, 2016 on properties assessed as of the same date. Taxes are levied on a calendar year basis by the last Tuesday of December. Tax bills are prepared and mailed by DuPage County on or around May 1 every year. Counties are responsible for collecting property taxes and remitting them periodically to the Village. The Village will receive 2015 property taxes in 2016.

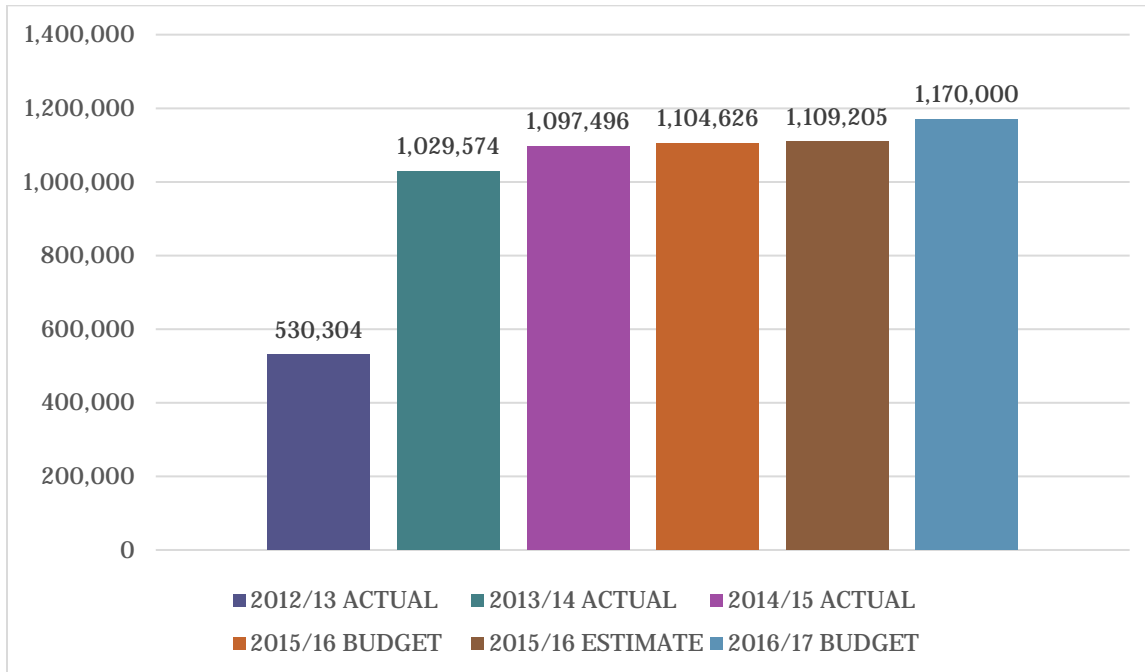
On average, 10.9% of a resident's property tax bill comes to the Village, while the remaining percentage goes to other taxing districts with schools getting the highest percentage. Also, an important distinction of the Village is that there is not a separate park district taxing body; instead the

Village operates a recreation department. What this means to residents is that the 10.9% of the property tax bill that comes to the Village includes the levy for recreation. A major advantage to having a recreation department as opposed to a separate park district is the benefits of unified administration, finance, information systems and other support services.

With the economic impact of the housing market crash in the beginning of 2007, the EAV has continued to decline, resulting in a gradual increase in the property tax rate. In order to minimize the property tax levy burden on the Glendale Heights residents, the Village has kept a level Recreation Fund property tax levy. The property tax levy revenue over the past 6 years is portrayed in the following graph.

Property Tax Revenue

Five (5) Year History w/Estimated Actual

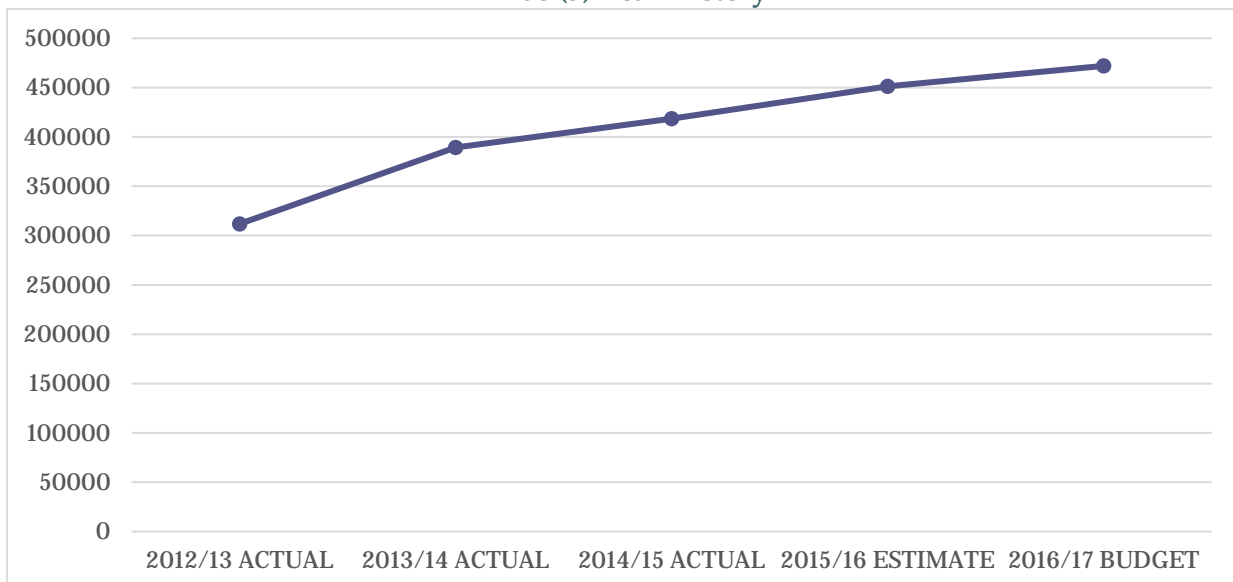


Footnotes:

- i. In FY 2012/13, the Village changed its accounting practice for how Property tax revenues are recorded, therefore, decreasing recorded revenue. The change did not affect actual cash flow of property tax revenues.

Programming Revenue

Five (5) Year History



Programming

The Recreation Fund receives a variety of revenue from participation by the residents of Glendale Heights and surrounding communities and by many programs the Village offers. Programs include, but are not limited to; adult athletics, soccer leagues, GHYBS (baseball & softball), GHS (football & cheerleading), open gym, gymnastics, youth programs, martial arts & fencing, ice skating, NEDSRA (Northeast DuPage Special Recreation Association), tot programs, day camps, many popular special events and use of the Fitness Center and Sports Hub Facilities.



In 2014/15 the soccer program hosted over 110 indoor and outdoor teams. The basketball programs were also extremely popular, with over 111 teams of children and adults participating in leagues and training programs. The Glendale Heights Fitness Center also served over 1,300 members and guests.

The renovation of the new Sports Hub has been guided under supervision of the Parks, Recreation, and Facilities Director. The Sports Hub project goals were to develop a design solution that addressed existing circulation and security issues, incorporated design elements that added an inviting atmosphere, and improved building infrastructure such as roofing, HVAC, plumbing and electrical.

Sports Hub Improvements:

- ❖ New lobby and elevator
- ❖ Over 4,000 square feet of additional programming space
- ❖ Indoor playground with attached party room
- ❖ Improved locker rooms
- ❖ Meeting room with new A.V. equipment
- ❖ All exterior window replacements
- ❖ Additional restrooms throughout the Sports Hub
- ❖ New interior/exterior doors

Gyms (A, B & C)



- ❖ Lighting improvements
- ❖ Ceiling renovation
- ❖ Removed half wall between gym B and C for additional playing space, including an additional Jr. High size basketball court
- ❖ Refinished wood floor and extend wood flooring into gym C
- ❖ Replaced all basketball backboards/rims
- ❖ Replaced and increased wall padding
- ❖ Painted walls
- ❖ Replaced curtain with a drop down curtain
- ❖ Added an additional drop down curtain
- ❖ New Air conditioning Unit

Preschool

- ❖ Increased security through restricted access to rooms
- ❖ Improved access to new outside playground area
- ❖ Replaced flooring
- ❖ Painted walls
- ❖ New cabinetry
- ❖ New tables and chairs
- ❖ New age-appropriate playground

Fitness Center

- ❖ Increased space for new fitness equipment
- ❖ Improved A/V
- ❖ New flooring
- ❖ Painted walls

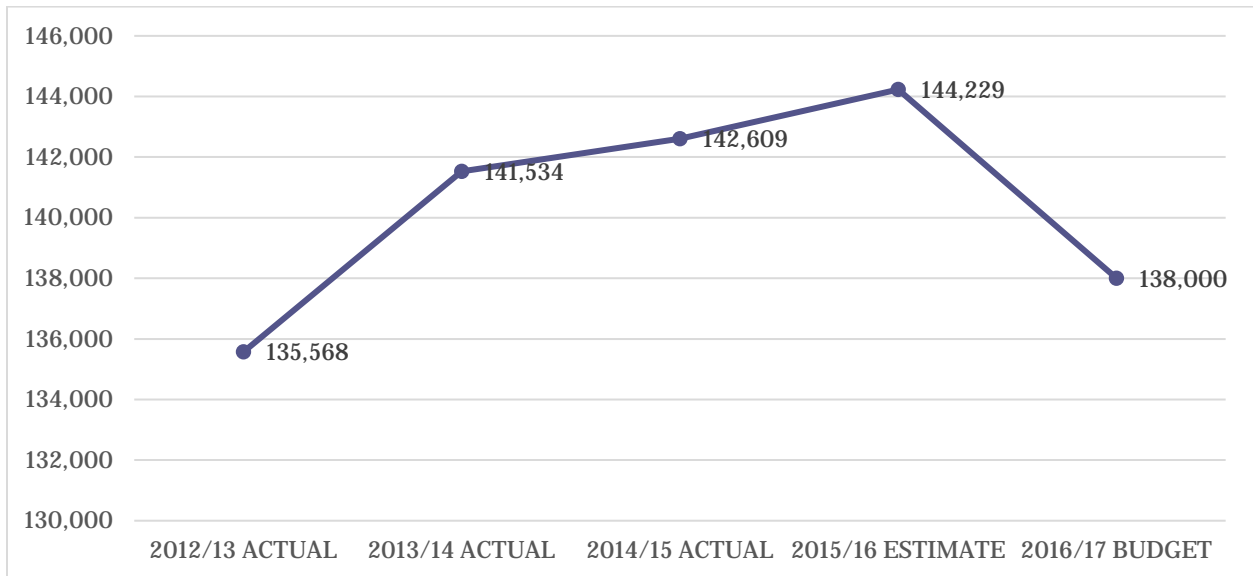
Existing Programming Space

- ❖ Painted walls
- ❖ Replaced flooring

With the re-opening of the newly renovated Sports Hub in September of 2013, revenues are estimated to increase by 12.7% in Fiscal Year 2015/16. The following line graph shows the historical revenue trends in programming over the last 4 years, including this budget's revenue projection.

Preschool Revenue

Five (5) Year History



Preschool

The Glendale Heights Preschool Program prepares children for kindergarten by providing a nurturing, caring environment taught by experienced early childhood teachers.

The Village is estimating that revenue will increase 5.6% in Fiscal Year 2015/16. The following line graph shows the historical revenue trends in preschool over the last 4 years, including this budget's revenue projection. The program's participation shows a decrease since a free Preschool Program and additional competition opened in the community.

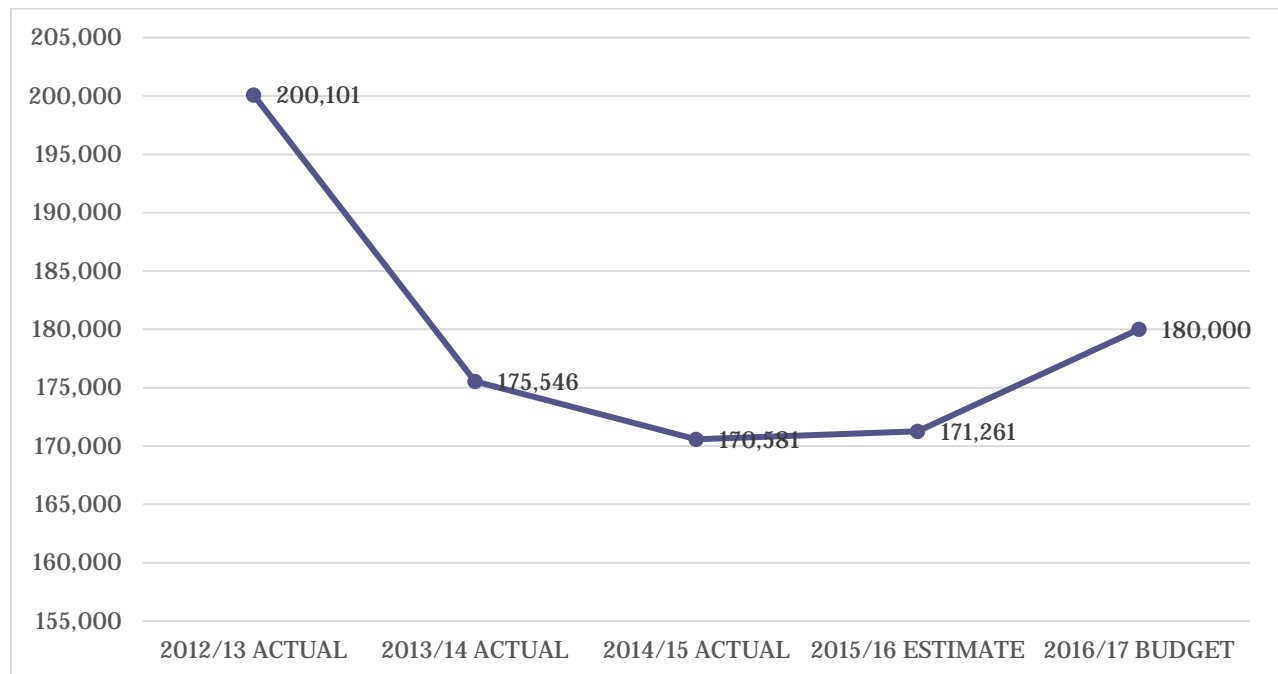
Aquatics

The Aquatic Center, built in 1997 offers a zero depth entry pool, sloping to maximum depth of five feet, a six lane competitive lap swimming area, two water slides, and a water spray play area. Sand volleyball courts, sand play area, sundeck and concession area are also available.

On July 4, 2012, the Aquatic Center celebrated its Grand Re-Opening. The Village experienced a 15% increase in attendance at the Glendale Heights Aquatic Center (GH₂O). Over 1,100 people attended the Grand Re-Opening that took place as scheduled. The Aquatic Center has been updated to include a FlowRider (simulated surfing ride), a deep well with diving boards, and a new drop slide.

The Village is estimating that revenue will increase 8.9% in Fiscal Year 2015/16. The following line graph shows the historical revenue trends in aquatics over the last 4 years, including this budget's revenue projection.

Aquatic Revenue
Five (5) Year History

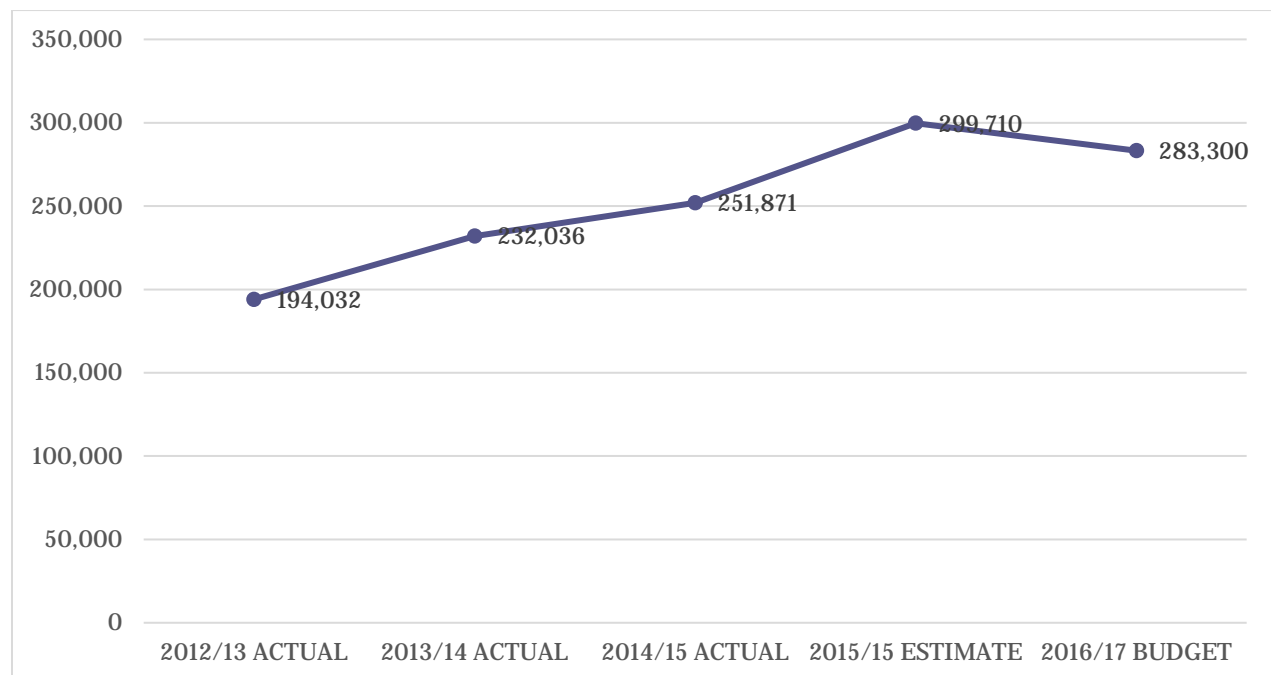


After School/Day Camp

The Village invites all area residents and community children to participate in youth recreation in the Village's after school, summer camp, and day off programs. The Village works closely with area schools to provide programs that complement schedules and curricula while providing participants with a nurturing, yet engaging, place to play.

The Summer of 2013 put the Village in the record books for increased participation in youth day camp programs. The Village is estimating that revenue will increase 3.9% in Fiscal Year 2015/16. The following line graph shows the historical revenue trends in afterschool/day camp over the last 4 years, including this budget's revenue projection.

After School/Day Camp Revenue
Five (5) Year History



PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT	2015/16 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% CHANGE
TAXES	1,097,496	1,104,626	1,109,205	1,170,000	5.9%
CHARGES FOR SERVICES	869,926	928,067	916,441	940,300	1.3%
Programming	282,823	315,500	274,551	309,000	(2.1)%
Preschool	142,609	138,600	144,229	138,000	(0.4)%
Aquatics	170,581	171,204	171,261	180,000	5.1%
After School/Day Camp	251,871	279,263	299,710	283,300	1.4%
Escrow Accounts	22,042	23,500	26,690	30,000	27.7%
Miscellaneous Income	7,535	8,500	5,936	6,500	(23.5)%
TOTAL REVENUE	2,110,605	2,184,173	2,208,129	2,279,800	4.4%

RECREATION FUND: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Administration division provides essential support to internal operations as well as a broad range of services to the residents and other Village Departments. Administration is responsible for the oversight of the daily operations and maintenance of all operations run under the Parks, Recreation, and Facilities Department.

The mission of the Glendale Heights Parks and Recreation Department is to build on current strengths by preserving open space and providing quality recreational and leisure services and facilities for the residents of the Village of Glendale Heights. With the Village's variety of parks, facilities and Aquatic Park, this department works day in and day out to accomplish the goals set within our statement and beyond.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
201	1610	711	10	10	E	F-TIME & REG.PART-TIME	370,908.32	393,209.00	361,369.70	391,671.00	-0.39%
201	1610	711	10	11	E	HOLIDAY PAY	78.88	298.00	297.21	1,000.00	235.57%
201	1610	711	10	99	E	OVERTIME PAY	215.97	400.00	4.17	400.00	0.00%
201	1610	711	15	10	E	FICA-EMPLOYER	22,461.47	24,018.00	21,303.87	24,284.00	1.11%
201	1610	711	15	11	E	UNEMPLOYMENT INSURANCE		500.00	500.00	500.00	0.00%
201	1610	711	16	14	E	TRAVEL, MEETING & CONF.	1,243.97	1,950.00	1,355.40	1,950.00	0.00%
201	1610	711	16	15	E	TRAINING & SEMINARS	3,477.63	3,800.00	2,996.63	3,775.00	-0.66%
201	1610	711	16	16	E	MEDICARE-EMPLOYER	5,253.61	5,691.00	5,034.87	5,679.00	-0.21%
201	1610	711	24	14	E	ADVERTISING	24,280.93	23,890.00	23,681.99	27,890.00	16.74%
201	1610	711	24	32	E	SOFTWARE SUPPORT & MAINT	6,695.42	6,788.00	6,787.48	7,188.00	5.89%
201	1610	711	24	99	E	OTHER PURCHASE SERVICES	706.79	600.00	805.19	800.00	33.33%
201	1610	711	31	17	E	POSTAGE	8,326.62	9,000.00	8,496.27	9,000.00	0.00%
201	1610	711	31	99	E	MISCELLANEOUS OFFICE SUPL	566.70	700.00	321.43	700.00	0.00%
201	1610	711	32	14	E	COMPUTER SOFTWARE		1,900.00	1,899.95	1,750.00	-7.89%
201	1610	711	37	10	E	UNIFORMS	5,654.65	7,800.00	7,704.94	7,000.00	-10.26%
201	1610	711	37	80	E	GAS & FUEL	872.66	1,000.00	560.82	800.00	-20.00%
201	1610	711	37	99	E	MISCELLANEOUS SUPPLIES	3,976.85	4,300.00	4,283.81	5,500.00	27.91%
201	1610	711	39	14	E	RECREATION	1,165.08	5,788.00	5,787.09	2,900.00	-49.90%
201	1610	711	51	10	E	TELEPHONE	3,402.17	4,000.00	2,965.04	3,400.00	-15.00%
201	1610	711	51	12	E	CELLULAR PHONE	2,946.07	3,200.00	2,201.45	2,400.00	-25.00%
201	1610	711	51	13	E	ELECTRICITY	86,227.18	82,500.00	87,907.85	82,500.00	0.00%
201	1610	711	51	14	E	NATURAL GAS	27,931.84	30,000.00	14,600.99	20,000.00	-33.33%
201	1610	711	52	10	E	LEASES-EQUIPMENTS	8,215.24	8,500.00	7,206.55	8,500.00	0.00%
201	1610	711	53	17	E	RECREATION EQUIPMENT	2,402.22	3,186.00	1,745.10	4,374.00	37.29%
201	1610	711	62	10	E	MEMBERSHIP DUES	1,277.98	2,273.00	1,408.41	2,320.00	2.07%
201	1610	711	62	11	E	SUBSCRIPTIONS		50.00		50.00	0.00%
201	1610	711	69	78	E	BANK FISCAL CHARGES	13,602.73	12,000.00	15,808.54	12,000.00	0.00%
201	1610	911	81	17	E	RECREATION EQUIPMENT	3,683.11			16,600.00	0.00%
201	1610	911	84	99	E	OTHER FURNITURE & FIXTURE				7,200.00	0.00%
201	1610	981	93	1	E	TRANSFER TO-VEHICLE REP	3,700.00	1,850.00	1,850.00		-100.00%
201	1610	981	93	3	E	TRANSFER TO-CAPITAL PROJ		39,009.00	39,009.00		-100.00%
201	1610	981	94	2	E	TRANSFER TO-LIABILITY INS	10,000.00	16,500.00	16,500.00	25,000.00	51.52%
Total							619,274.09	694,700.00	644,393.75	677,131.00	-2.53%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Increase in holiday pay due to Village observed holidays for 2016/2017 fiscal year.

Purchased Services

- ❖ Increase funding for additional marketing and advertising.
- ❖ Increase funding for volunteer background checks based on 2016 actual costs.
- ❖ Decrease cell phone costs due to lower carrier costs.

Materials & Supplies

- ❖ Gas & Fuel reduction based on 2016 actual usage.
- ❖ Decrease in equipment replacements needed for 2017.
- ❖ Increase funding for fitness center disinfecting wipes.

Repairs & Maintenance

- ❖ Reduced fitness center maintenance and repair costs based on 2016 actual costs.

Other Expenses

- ❖ There are no significant changes to the budget from the prior fiscal year.

Capital Outlay

- ❖ Purchase of a freezer/fridge combo for Nazos Concession Building.
- ❖ Purchase of pool concession equipment.
- ❖ Purchase of shelving units for storage.
- ❖ Purchase of canoes.

PARKS AND RECREATION FUND: PROGRAMMING

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Sports Hub facility offers indoor recreation programs for all age groups. The facility also offers four preschool classrooms, three gymnasiums that hold activities such as basketball, volleyball and gymnastics, an indoor soccer gymnasium, one racquetball court, one dance studio, indoor playground, and state of the art fitness room.

This division provides a variety of programs to the Glendale Heights and surrounding communities. Programs include, but not are limited to; adult athletics, soccer leagues, GHYBS (baseball & softball), GHS (football & cheerleading), open gym, gymnastics, youth programs, martial arts & fencing, ice skating, NEDSRA (Northeast DuPage Special Recreation Association), tot programs, golf camps, many popular annual special events and access to the Fitness Center and Sports Hub.



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
201	1612	713	10	10	E		F-TIME & REG.PART-TIME	259,289.29	261,583.00	270,566.45	287,868.00	10.05%
201	1612	713	10	11	E		HOLIDAY PAY	315.52	341.00	340.94	500.00	46.63%
201	1612	713	10	99	E		OVERTIME PAY	30.44	200.00	4.16	200.00	0.00%
201	1612	713	15	10	E		FICA-EMPLOYER	16,206.94	16,245.00	16,540.29	17,848.00	9.87%
201	1612	713	16	16	E		MEDICARE - EMPLOYER	3,789.90	3,806.00	3,867.74	4,174.00	9.67%
201	1612	713	59	14	E		FACILITY RENTAL SUPPLIES	1,116.78	2,200.00	1,532.73	1,000.00	-54.55%
201	1612	713	71	12	E		ADULT GENERAL PROGRAMS	4,843.83	3,560.00	736.00	3,000.00	-15.73%
201	1612	713	71	13	E		GENERAL FITNESS CLASSES	9,426.50	11,200.00	5,263.00	8,350.00	-25.45%
201	1612	713	71	14	E		YOUTH ATHLETICS	8,138.70	9,600.00	6,193.20	9,600.00	0.00%
201	1612	713	71	15	E		MARTIAL ARTS	9,809.65	10,150.00	9,426.20	10,150.00	0.00%
201	1612	713	71	16	E		DANCE	7,155.50	12,460.00	11,013.50	14,300.00	14.77%
201	1612	713	71	17	E		GYMNASTICS	4,249.80	7,800.00	4,633.20	5,600.00	-28.21%
201	1612	713	71	18	E		YOUTH GENERAL PROGRAMS	2,101.60	4,300.00	2,252.40	4,300.00	0.00%
201	1612	713	71	19	E		TOT GENERAL PROGRAMS	554.40	3,000.00	1,620.40	2,500.00	-16.67%
201	1612	713	71	21	E		SOCCER LEAGUES	2,620.00	2,940.00	7,275.00	12,600.00	328.57%
201	1612	713	71	25	E		YOUTH BASKETBALL LEAGUES	40.00	900.00		900.00	0.00%
201	1612	713	71	29	E		TEEN PROGRAMS		350.00	280.00	100.00	-71.43%
201	1612	713	71	40	E		YOUTH BASEBALL/SOFTBALL	1,536.20	3,200.00	677.09	2,100.00	-34.38%
201	1612	713	71	42	E		FOOTBALL/CHEERLEADING	9,198.00	10,950.00	9,381.00	10,500.00	-4.11%
201	1612	713	72	12	E		ADULT GENERAL PROGRAMS		2,100.00		1,500.00	-28.57%
201	1612	713	72	13	E		GENERAL FITNESS CLASSES	430.73	400.00		400.00	0.00%
201	1612	713	72	16	E		DANCE PROGRAMS	6,624.41	6,300.00	5,275.98	6,400.00	1.59%
201	1612	713	72	18	E		YOUTH GENERAL PROGRAMS	93.01	200.00		200.00	0.00%
201	1612	713	72	19	E		TOT GENERAL PROGRAMS	59.04	300.00	51.72	300.00	0.00%
201	1612	713	72	21	E		SOCCER LEAGUES	6,380.81	6,000.00	5,362.76	7,000.00	16.67%
201	1612	713	72	22	E		MENS BASKETBALL LEAGUES	51.99	500.00	279.90	500.00	0.00%
201	1612	713	72	24	E		SOFTBALL LEAGUES	1,996.56	2,100.00	892.80	2,600.00	23.81%
201	1612	713	72	25	E		YOUTH BASKETBALL LEAGUES	3,667.42	4,400.00	2,911.05	4,400.00	0.00%
201	1612	713	72	29	E		TEEN PROGRAMS	99.89	1,350.00	405.60	700.00	-48.15%
201	1612	713	72	40	E		YOUTH BASEBALL/SOFTBALL	10,917.15	16,500.00	9,820.18	16,500.00	0.00%
201	1612	713	72	42	E		FOOTBALL/CHEERLEADING	23,488.90	27,247.00	26,527.86	26,550.00	-2.56%
201	1612	713	73	16	E		DANCE	378.53	400.00	357.07	300.00	-25.00%
201	1612	713	73	21	E		SOCCER LEAGUES	1,329.56	2,000.00	1,513.41	2,400.00	20.00%
201	1612	713	73	22	E		MENS BASKETBALL LEAGUES	3,795.11	8,400.00	5,759.70	6,200.00	-26.19%
201	1612	713	73	24	E		SOFTBALL LEAGUES	2,453.68	2,084.00	2,083.22	2,800.00	34.36%
201	1612	713	73	25	E		YOUTH BASKETBALL LEAGUES	663.82	950.00	569.21	950.00	0.00%
201	1612	713	73	40	E		YOUTH BASEBALL/SOFTBALL	825.80	900.00	314.35	800.00	-11.11%
201	1612	713	73	42	E		FOOTBALL/CHEERLEADING	1,339.87	1,200.00	830.19	1,000.00	-16.67%

201	1612	713	74	21	E	SOCCER LEAGUES	11,152.00	13,000.00	9,606.00	13,000.00	0.00%
201	1612	713	74	22	E	MENS BASKETBALL LEAGUES	1,526.00	1,300.00	1,440.00	1,300.00	0.00%
201	1612	713	74	24	E	SOFTBALL LEAGUES	3,080.00	2,500.00	2,219.00	3,400.00	36.00%
201	1612	713	74	25	E	YOUTH BASKETBALL LEAGUES	5,046.00	5,425.00	3,135.00	5,425.00	0.00%
201	1612	713	74	40	E	YOUTH BASEBALL/SOFTBALL	4,305.00	5,000.00	3,210.00	3,800.00	-24.00%
201	1612	713	75	12	E	ADULT GENERAL PROGRAMS	105.00				0.00%
201	1612	713	75	40	E	YOUTH BASEBALL/SOFTBALL	779.89	950.00	628.43	800.00	-15.79%
201	1612	713	75	42	E	FOOTBALL/CHEERLEADING	4,102.63	2,340.00	2,479.50		-100.00%
201	1612	713	76	29	E	TEEN PROGRAMS		350.00			-100.00%
201	1612	713	77	40	E	YOUTH BASEBALL/SOFTBALL	1,093.12	1,299.00	1,299.37	1,300.00	0.08%
201	1612	713	77	40	E	YOUTH BASEBALL/SOFTBALL	1,221.44	1,450.00	1,239.82	1,370.00	-5.52%
Total							437,430.41	481,730.00	439,815.42	507,485.00	5.35%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Increase in holiday pay due to Village observed holidays for 2016/2017 fiscal year.
- ❖ Decreased instructor salaries based on programming revenues.
- ❖ Decreased league fees based on anticipated enrollment.

Materials & Supplies

- ❖ Moved pool birthday concessions to aquatics fund.

RECREATION FUND: PRESCHOOL

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Glendale Heights Preschool Program prepares children for kindergarten by providing a loving, caring environment taught by experienced early childhood teachers. Children are encouraged to explore, discover and create through fun filled learning experiences. Children participate in a variety of developmentally appropriate activities designed to help them socially, academically, and physically. This continuous program will also help provide the basis for future reading and writing skills, and includes activities in the areas of music, art, language development, science, math and gross and fine motor skill development.



The Village's preschool program is proud to be licensed by the Illinois Department of Children & Family Services (D.C.F.S.) and its curriculum reflects the guidelines of the state of Illinois learning standards. Registration for the 2016-17 School Year begins on May 1st.

The Preschool division is responsible for preparing, teaching and executing of the preschool program every year under the direction of the Director of Parks, Recreation & Facilities.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
201	1613	714	10	10	E	F-TIME & REG.PART-TIME			108,386.74	101,000.00	110,270.17	105,644.00	4.60%
201	1613	714	15	10	E	FICA-EMPLOYER			6,624.36	6,320.00	6,737.39	6,550.00	3.64%
201	1613	714	16	16	E	MEDICARE - EMPLOYER			1,549.20	1,465.00	1,575.59	1,532.00	4.57%
201	1613	714	72	28	E	PRESCHOOL			4,709.26	5,773.00	5,146.90	5,750.00	-0.40%
201	1613	714	76	28	E	PRESCHOOL			2,480.74	2,177.00	2,179.66	2,200.00	1.06%
Total									123,750.30	116,735.00	125,909.71	121,676.00	4.23%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Salaries are expected to increase due to COLA increases.

Materials & Supplies

- ❖ No material changes from the prior year.

Other Expenses

- ❖ No material changes from the prior year.

PARKS AND RECREATION FUND: AQUATICS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Aquatic Center, built in 1997 offers a zero depth entry pool, sloping to maximum depth of five feet, a six lane competitive lap swimming area, two water slides and a water play area. Sand volleyball courts, sand play area, sundeck and concession area are also available.

On July 4, 2012, the Aquatic Center celebrated its Grand Re-Opening. The project goal for the Aquatic Center was to create an aquatic experience with multiple attractions which would add thrills that hold the attention of young and the young at heart. The new features include a high dive, low dive, drop slide and the FlowRider® (a surf simulator.)



Glendale Heights Swim Team

The recreational, semi-competitive, Glendale Heights Dolphins Swim Team is a great program that stresses not only sportsmanship, but fun! This program does not require previous competitive experience and the season runs from the second week of June through the first week of August. The team practices 5 times a week and the practice times are determined by the coach depending on swimmers' level. Meets are on Wednesday evenings and Saturday mornings. This program is a great way for our community's youth to make friends that will last a lifetime! The registration meeting is held in May of every year.

Residents can purchase an annual membership that provides them with priority entrance to the GH₂O (Aquatic Center), discount on swim lessons and swim team registration, participation in the Surf Club which is available to members only, discounts on pool rentals for birthday parties, and discounts on summer camps.

The division is responsible for daily operations and maintenance of the Aquatic Center by providing its patrons; daily access to the Aquatic Center and all of its attractions, life guards, a concession stand, swim and dive lessons, flow rider lessons, GH Dolphins Swim Team, aquatic center birthday parties, private rentals, and daily events throughout the aquatic season.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
201	1614	715	15	10	E		FICA-EMPLOYER	7,293.22	7,576.00	7,576.11	8,370.00	10.48%
201	1614	715	16	16	E		MEDICARE-EMPLOYER	1,705.60	1,772.00	1,771.81	1,958.00	10.50%
201	1614	715	71	29	E		SWIM LESSONS	8,702.33	9,658.00	9,658.05	10,000.00	3.54%
201	1614	715	71	30	E		SWIM DIVE TEAM	7,258.69	10,396.00	10,396.09	10,000.00	-3.81%
201	1614	715	71	31	E		SWIM PASSES	113,036.21	102,139.00	102,139.15	115,000.00	12.59%
201	1614	715	72	29	E		SWIM LESSONS	1,262.13	371.00	371.46	600.00	61.73%
201	1614	715	72	30	E		SWIM DIVE TEAM	3,849.25	2,667.00	2,666.50	2,600.00	-2.51%
201	1614	715	72	31	E		SWIM PASSES	1,599.24	2,260.00	2,260.33	1,500.00	-33.63%
201	1614	715	77	33	E		POOL CONCESSION				7,500.00	0.00%
201	1614	715	78	33	E		POOL CONCESSION				8,500.00	0.00%
Total								144,706.67	136,839.00	136,839.50	166,028.00	21.33%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ No material changes from prior year. Budgeted levels based off of prior year actual expenses.

Materials & Supplies

- ❖ Anticipated increase in supplies needed.

Other Expenses

- ❖ Concession operations taken over by the Village; previously outsourced.

RECREATION FUND: AFTER SCHOOL/DAY CAMP

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

PATH stands for **Play at the Hub**. The Village invites all area residents and community children to participate in youth recreation designed to foster knowledge, creativity, physical stamina, and character in the Village's after school, summer camp, and day off programs. The Village works closely with area schools to provide programs that complement schedules and curricula while providing participants with a nurturing, yet engaging, place to play.

When school is out, the PATH counselors will take Day Off Camp participants on exciting day trips! The Village's experienced counselors maintain a safe, fun, and caring environment while sharing new experiences with campers. Campers do not have to be in PATH to participate. Each day offers a variety of structured activities including physical, artistic and academically enriching activities.



School Days Off

When Queen Bee 16 and Marquardt 15 are out of school, check in with the PATH Days Off Trips. This past year we enjoyed trips to Klein Creek Farm, The Chicago History Museum, and Sledding!

Spring Break Camp

The PATH counselors are so excited to spend Spring Break with PATH Spring Break Camp Participants visiting the aquarium, conservatory, National Museum of Mexican Art, Space Center, and the zoo.

Summer Camps

The Village offers several summer camps to residents and local community children from the ages of 4 to 16. The Village kicks off the summer break with a week of Chicago-based trips to places such as the beach or zoo.

This division is responsible for the planning, preparation, and execution of all scheduled After School Care and Day Camp programs.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
201	1615	716	15	10		E	FICA-EMPLOYER	6,749.24	7,630.00	7,312.63	7,502.00	-1.68%
201	1615	716	16	16		E	MEDICARE-EMPLOYER	1,578.58	1,775.00	1,710.35	1,755.00	-1.13%
201	1615	716	71	34		E	DAY CAMP	41,238.45	50,030.00	50,029.77	51,000.00	1.94%
201	1615	716	71	35		E	AFTER SCHOOL PROGRAM	68,252.40	70,000.00	67,917.09	70,000.00	0.00%
201	1615	716	72	34		E	DAY CAMP	985.28	794.00	793.74	1,000.00	25.94%
201	1615	716	72	35		E	AFTER SCHOOL PROGRAM	2,508.35	3,494.00	3,330.00	3,000.00	-14.14%
201	1615	716	72	37		E	SPECIAL ACTIVITIES	3,046.35	5,300.00	4,106.14	5,300.00	0.00%
201	1615	716	75	34		E	DAY CAMP	6,348.94	10,826.00	10,825.46	11,000.00	1.61%
201	1615	716	75	35		E	AFTER SCHOOL PROGRAMS	2,857.45	2,800.00	3,526.06	3,000.00	7.14%
201	1615	716	76	34		E	DAY CAMP	5,548.20	7,110.00	7,110.00	7,500.00	5.49%
201	1615	716	76	35		E	AFTER SCHOOL PROGRAMS	4,087.00	6,296.00	6,531.50	5,500.00	-12.64%
Total								143,200.24	166,055.00	163,192.74	166,557.00	0.30%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ No material change from the prior year.

Materials & Supplies

- ❖ Anticipated net increase in supplies needed in FY 16/17 for Day Camp and Special Activities due to higher participant enrollment.

Other Expenses

- ❖ Increase in Trip Expense and Rental Expense due to additional trips and activities added, as well as, anticipated increase in enrollment.

RECREATION FUND: FACILITIES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village is served by the Parks, Recreation, and Facilities Department, as opposed to a separate Park District. The Village owns and maintains 22 parks, playgrounds, and open space totaling 271 acres, including a 64-acre central community park, which has an extensive bike and walking path system, various lighted athletic fields, handicap accessible playground, skate park, gazebo, and concession stand.

The Facilities Division provides repairs, remodeling and preventive maintenance for all buildings, equipment, and furnishings located at several points throughout the Village. The maintenance consists of (but is not limited to) the repair/replacement of the following; heating and air conditioning equipment, overhead garage doors, vehicle exhaust systems, painting, carpentry, plumbing, electrical, fire tools, designing and building training props.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
201	1617	511	10	10	E		F-TIME & REG.PART-TIME	123,828.35	125,232.00	127,262.88	127,251.00	1.61%
201	1617	511	10	99	E		OVERTIME PAY	1,740.01	3,000.00	912.12	1,500.00	-50.00%
201	1617	511	15	10	E		FICA-EMPLOYER	7,470.74	7,764.00	7,583.65	7,890.00	1.62%
201	1617	511	16	15	E		TRAINING & SEMINARS		200.00		200.00	0.00%
201	1617	511	16	16	E		MEDICARE-EMPLOYER	1,747.13	1,816.00	1,773.45	1,845.00	1.60%
201	1617	511	24	99	E		OTHER PURCHASE-SERVICES	45,573.28	45,900.00	45,043.05	52,600.00	14.60%
201	1617	511	33	10	E		JANITORIAL SUPPLIES	10,689.70	9,000.00	7,772.50	7,500.00	-16.67%
201	1617	511	33	12	E		ELECTRICAL SUPPLIES	1,087.61	2,000.00	1,420.77	2,000.00	0.00%
201	1617	511	33	13	E		HARDWARE SUPPLIES	741.14	800.00	786.22	800.00	0.00%
201	1617	511	33	15	E		PLUMBING SUPPLIES	697.95	1,000.00	994.85	1,000.00	0.00%
201	1617	511	33	16	E		LUMBER SUPPLIES	88.00	250.00	139.25	250.00	0.00%
201	1617	511	33	99	E		OTHER BLDG. MAINT. SUPPLY	5,943.84	7,350.00	1,233.44	7,350.00	0.00%
201	1617	511	39	11	E		BLDG. MAINTENANCE TOOLS	96.76	700.00		700.00	0.00%
201	1617	511	52	10	E		LEASES-EQUIPMENTS				1,000.00	0.00%
201	1617	511	53	11	E		BUILDING MAINTENANCE	5,006.76	7,828.00	4,854.19	4,338.00	-44.58%
201	1617	511	56	11	E		SPORTS HUB	29,085.45	58,000.00	49,095.75	45,100.00	-22.24%
Total								233,796.72	270,840.00	248,872.12	261,324.00	-3.51%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Overtime costs reduced due to staff scheduling changes.

Purchased Services

- ❖ Copier lease for new Facilities clerical personnel.

Materials & Supplies

- ❖ No material changes from the prior year.

Repairs & Maintenance

- ❖ Facility repairs are budgeted to decrease due to the completion of extensive renovations in the Sports Hub and Field House.

RECREATION FUND: CENTRAL SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Central Services Division is a centralized grouping for major costs shared by multiple Village departments such as: Medical Insurance, Illinois Municipal Retirement Fund Employer Contributions, Vacation and Sick Buyback, and Opt Out Insurance.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
201	1618	711	16	10	E			IMRF-EMPLOYER	106,498.99	112,272.00	107,635.80	109,874.00	-2.14%
201	1618	711	16	12	E			MEDICAL-EMPLOYER	126,998.06	160,393.00	136,473.15	143,414.00	-10.59%
201	1618	711	16	30	E			OPT OUT MED INSURANCE	2,786.66	870.00	120.00	200.00	-77.01%
201	1618	711	16	32	E			HEALTH & WELLNESS PROG.	240.98	375.00	375.00	375.00	0.00%
Total									236,524.69	273,910.00	244,603.95	253,863.00	-7.32%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Overall reductions due to Department restructuring.

PARKS AND RECREATION FUND: INFORMATION SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The I.S. Division of the Administrative Services Department consists of two personnel and contracted I.S. support services providing support to 260 computers and nearly 200 users. They currently manage and maintain 8 primary servers, 19 virtual servers running across 3 host physical servers, and an AS/400 which hosts our financial package and municipal software.

The role of the I.S. Division continually expands with technological advancements and needs of our internal Departments. Advancements include support to the primary telephone systems of a Voice Over IP data driven communication, expansion of smart phones, mobile computers, and iPads which are a few examples of changing technology that are also supported under this division.

The Recreation Fund shares the cost of the I.S. Division with the General Fund and Environmental Services Fund.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
201	1811	711	10	10	E	F-TIME & REG.PART-TIME			16,004.00	12,507.00	12,520.06	13,076.00	4.55%
201	1811	711	15	10	E	FICA-EMPLOYER			1,125.10	776.00	763.03	811.00	4.51%
201	1811	711	16	16	E	MEDICARE-EMPLOYER			263.19	182.00	178.36	188.00	3.30%
201	1811	711	21	15	E	NETWORK CONSULTING				7,039.00	7,083.30	13,600.00	93.21%
Total									17,392.29	20,504.00	20,544.75	27,675.00	34.97%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ No material changes from the prior year.

Purchased Services

- ❖ Increase due to recognizing a full year of outsourced network consulting which supplements I.S. staff.

EMERGENCY SERVICES AND DISASTER AGENCY FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



This program's responsibilities are associated with emergency procedures including planning for emergencies that surpass the normal capabilities of operating departments and coordination of local and outside resources in an emergency such as tornadoes, flooding, power outages and other natural or man-made disasters. Funding is provided by a property tax levy. The unit is comprised of a paid part-time coordinator and volunteer members.

Our unit in Glendale Heights is managed as a part of the Glendale Heights Police Department. The Glendale Heights Emergency Services (ESDA) Unit assists other emergency response agencies in Glendale Heights when requested for service. This assistance may be in traffic control operations for the annual Glendale Heights Fest, an emergency situation where roads must be closed due to gas leaks, downed wires, or debris following a severe storm.



In addition, we operate basic scene lighting units that can be used to assist the Police or Fire departments after dark while they conduct investigations or provide emergency work related to an incident.



Once trained, our members also serve as weather spotters and may be deployed to observe and report on storm activity approaching Glendale Heights.

The Glendale Heights ESDA unit is also part of a mutual-aid agreement among other ESDA units in DuPage County, and may be called upon to assist with emergency situations or planned events in other surrounding communities in DuPage and Cook Counties.

PROPOSED BUDGET WITH ACTUAL HISTORY

							FY 2015	FY 2016	FY 2016	FY 2017	
ACCOUNT NUMBER			TYPE	DESCRIPTION			ACTUAL	BUDGET	ACTUAL	BUDGET	% Change
202	0	411	10	18	R	EMERGENCY/DISASTER	72,486.87	56,494.00	56,882.29	51,000.00	-9.72%
202	0	461	30	10	R	INTEREST INCOME	13.56	20.00	21.27	20.00	0.00%
202	0	521	10	10	E	F-TIME & REG.PART TIME	18,110.24	21,845.00	21,249.44	22,791.00	4.33%
202	0	521	15	10	E	FICA-EMPLOYER	1,122.84	1,354.00	1,317.47	1,424.00	5.17%
202	0	521	16	10	E	IMRF-EMPLOYER	2,435.67	2,906.00	2,784.64	2,906.00	0.00%
202	0	521	16	15	E	TRAINING & SEMINARS	520.67	1,350.00	823.73	1,350.00	0.00%
202	0	521	16	16	E	MEDICARE - EMPLOYER	262.61	317.00	308.11	334.00	5.36%
202	0	521	24	12	E	PRINTING & BINDING		500.00	30.60	100.00	-80.00%
202	0	521	24	32	E	SOFTWARE SUPPORT & MAINT	13,500.00	13,500.00	8,500.00	8,500.00	-37.04%
202	0	521	37	10	E	UNIFORMS	735.88	750.00	749.58	800.00	6.67%
202	0	521	37	80	E	GAS & FUEL	528.20	875.00	387.44	600.00	-31.43%
202	0	521	37	99	E	MISCELLANEOUS SUPPLIES	665.83	1,500.00	1,152.58	1,500.00	0.00%
202	0	521	51	12	E	CELLULAR PHONE	145.74	430.00	300.00	300.00	-30.23%
202	0	521	55	60	E	OTHER OFFICE EQUIPMENT	3,816.07	2,700.00	2,674.15	4,000.00	48.15%
202	0	521	61	20	E	ESDA	4,759.92	5,000.00	4,739.92	6,000.00	20.00%
202	0	521	69	98	E	CERT PROGRAM EXPENSES	15.99	500.00		400.00	-20.00%
202	0	981	93	1	E	TRANSFER TO-VEHICLE REP	3,000.00	2,987.00	2,987.00		-100.00%

HANDICAP RECREATION FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The fund is used to pay the Village's proportional share in the Northeast DuPage Special Recreational Association (NEDSRA). NEDSRA provides recreational programs for those children and adults not able to participate in conventional recreation programs and activities due to physical reasons.

NEDSRA has been offering award-winning programs since 1977. They respond to the expressed and observed needs of community members with disabilities and provide quality recreational **choices** that enhance the physical, social, mental, and emotional development of the very special people they serve.

New friends and role models
E motional support and confidence
D iverse social and community outings
S pecial Olympics or Adaptive Sports
R ecreation choices and Inclusion
A rt therapy and cultural arts



NEDSRA PROMISE

"Putting People First" is more than just our slogan; it is their approach to everything they do!

Northeast DuPage Special Recreation Association (**NEDSRA**) improves the quality of life for thousands of people with disabilities each year, by providing them with a variety of recreational and social programs. The programs are offered in partnership with eight park districts and three Village recreation departments.



NEDSRA VISION

An agency of excellence, demonstrated by member partners working cooperatively with Board, staff and the community, to enhance the quality of life for each individual.

NEDSRA MISSION

To serve as an integral partner with our member park districts and Villages to positively impact individuals with disabilities through diverse recreational opportunities and community services.

NEDSRA CORE VALUES

- Service with Compassion
- Excellence and Quality
- Integrity
- Commitment
- Fun



PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
203	0	411	10	19	R		REC.HANDICAPPED-NEDSRA	68,522.70	141,400.00	142,205.72	168,185.00	18.94%
203	0	461	30	10	R		INTEREST INCOME	14.57		53.16		0.00%
203	0	481	89	10	R		MISCELLANEOUS INCOME			64,261.00		0.00%
203	0	711	63	15	E		REC.HANDICAPPED-NEDSRA	164,985.00	164,985.00	164,985.00	167,200.00	1.34%
203	0	711	63	99	E		OTHER COMM. CONTRIBUTION	5,943.00	3,200.00	3,200.00	3,200.00	0.00%

MOTOR FUEL TAX FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Motor Fuel Tax (MFT) Fund accounts for resources received from the MFT allotments the Village receives monthly from the Illinois Department of Transportation. This fund is established to account for the maintenance, improvement and replacement of the Village's streets and roadways. Financing is provided by the Village's share of state gasoline taxes and other shared taxes. The state law requires these gasoline taxes be used for the maintenance of streets and roadways. The Village of Glendale Heights has established a policy which limits the use of these funds to the purchase of commodities and contractual services to facilitate an ongoing Road Improvement Program.



2016/17 BUDGET HIGHLIGHTS

REVENUE:



Intergovernmental

- ❖ The Fiscal Year 2016/17 MFT Allocation is budgeted based on the State of Illinois per capita formula of \$25.90 times 34,208 population. This is an 8.8% or \$71,837 increase from the preceding year's budget.
- ❖ IJN Capital Bill Funding Allocation concluded in FY 2015.
- ❖ Interest Income remains unchanged from the prior year.

EXPENDITURES:

Purchased Materials

- ❖ Decreased cost by 20% due to reduced quantity of salt purchased.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
204	0	431	20	10	R		MOTOR FUEL TAX	865,776.60	841,650.00	902,490.42	885,987.00	5.27%
204	0	431	20	11	R		IJN CAPITAL BILL PGM	275,890.00				0.00%
204	0	461	30	10	R		INTEREST INCOME	187.11	150.00	786.08	150.00	0.00%
204	0	531	37	11	E		CHEMICALS	141,402.50			144,800.00	0.00%
204	0	911	87	13	E		STREET IMPROVEMENT PGM	1,404,997.76	1,000,000.00	874,939.01		-100.00%

FOUNDERS' DAY FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This fund was established to account for revenues and expenditures for the Village's annual summer festival activities. It is coordinated by the Founders' Day Committee.

The Glendale Heights Fest activities include five days of celebration to correspond with the Village's incorporation anniversary of July 13, 1959. Each day the Festival draws crowds by offering live entertainment at the main stage, food booths, carnival rides, and carnival games. The Festival provides two firework shows, one on Wednesday night and the grand finale on Sunday evening. Glendale Heights Festival is well known in DuPage County for the entertainment it brings to its residents and its surrounding communities.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
206	0	441	28	10	R		CARNIVAL PROCEEDS	263,995.15	326,276.00	326,280.81	326,276.00	0.00%
206	0	441	28	12	R		BOOTH RENTAL	61,250.00	61,350.00	59,550.00	56,250.00	-8.31%
206	0	461	28	10	R		INTEREST INCOME	14.26	25.00		25.00	0.00%
206	0	481	60	12	R		DONATIONS OTHER	1,000.00			1,000.00	0.00%
206	0	481	89	10	R		MISCELLANEOUS INCOME	15,166.30	16,457.00	16,457.50	16,457.00	0.00%
206	0	719	16	14	E		TRAVEL, MEETING & CONF.	584.24	444.00	443.92	500.00	12.61%
206	0	719	24	12	E		PRINTING & BINDING	146.71	147.00	146.71	200.00	36.05%
206	0	719	24	14	E		ADVERTISING	841.12				0.00%
206	0	719	24	19	E		ENTERTAINMENT-SPL. EVENTS	221,235.41	270,647.00	270,647.12	274,700.00	1.50%
206	0	719	24	99	E		OTHER PURCHASE-SERVICES	24,434.07	24,280.00	18,179.88	36,100.00	48.68%
206	0	719	37	10	E		UNIFORMS	682.80	701.00	700.48	750.00	6.99%
206	0	719	37	99	E		MISCELLANEOUS SUPPLIES	2,021.50	2,721.00	3,940.85	2,700.00	-0.77%
206	0	719	52	11	E		RENTALS-EQUIPMENTS	36,054.89	36,899.00	36,899.39	41,250.00	11.79%
206	0	911	82	10	E		VEHICLES		15,777.00	21,903.00		-100.00%
206	0	981	91	1	E		TRANSFER TO-GENERAL FUND	71,390.00	52,492.00	52,492.00	43,808.00	-16.54%



2016/17 BUDGET HIGHLIGHTS

REVENUE

Charges for Services, Donations, & Miscellaneous Income

- ❖ All classes of revenues are budgeted based off of historical activity.



EXPENDITURES

Personnel

- ❖ There were no significant changes made to the budget requests for this class.

Purchased Services

- ❖ Increased costs for contracted security and festival parameter fencing was budgeted.

Materials & Supplies

- ❖ There were no significant changes made to the budget requests for this class.

PARKS AND RECREATION DEVELOPMENT FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

To account for Developers' contributions and other revenues dedicated for future Parks and Recreation Improvements.

2016/17 BUDGET HIGHLIGHTS

REVENUE

Tower Rental

- ❖ The Village receives a lease payment for the cellular tower that is in Camera Park and these funds are earmarked for Park & Recreation Improvements.

Transfers

- ❖ The Village has not budgeted any transfers for FY 2016/17.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
207	0	441	25	12	R		TOWER RENTAL	41,015.71	42,508.00	42,656.40	44,208.00	4.00%
207	0	461	30	10	R		INTEREST INCOME	26.62				0.00%
207	0	981	93	3	E		TRANSFER TO-CAPITAL PROJ	55,671.00				0.00%

HISTORICAL BUILDING FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This fund is established for the purpose of accounting for costs associated with the preservation, repairs, remodel and maintenance of the Village Founders Farmhouse. This house is the historical museum for the Village of Glendale Heights, and is used for displays, public access and viewing. The fund will record and report both revenues and costs.



The Historical Committee was formed to oversee the restoration of the Glendale Heights Historic House to preserve an important piece of history. The plans for the house include restoring and furnishing the home to the early 1900's to become a place that reflects the "way thing were" 100 years ago.

The Glendale Heights Historic House was donated to the Village in memory of Harold A. Reskin, the founding father and the first developer of the Village. Space in the Historic House is devoted to exhibit artifacts and pictures of the rich history of the Village, its growth and development. The Village hopes to create a place that educates and entertains residents about the Village's "proud and progressive" past and future.

The Village hosts periodic fundraisers furthering the restoration of the Historic House.

2016/17 BUDGET HIGHLIGHTS

OTHER FINANCING SOURCES (USES)

Materials & Supplies

- ❖ No material changes from the prior year.

Repairs & Maintenance

- ❖ No material changes from the prior year.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
209	0	461	30	10	R		INTEREST INCOME	5.45	10.00		10.00	0.00%
209	0	481	89	10	R		MISCELLANEOUS INCOME		50.00		50.00	0.00%
209	0	512	24	12	E		PRINTING & BINDING		5,100.00		5,100.00	0.00%
209	0	512	37	99	E		MISCELLANEOUS SUPPLIES	56.92	275.00	101.54	275.00	0.00%
209	0	512	56	30	E		HISTORICAL BLDG.	3,371.00	2,276.00	1,511.03	2,276.00	0.00%
209	0	512	69	20	E		CIVIC ACTIVITIES	48.57	1,250.00	230.96	1,250.00	0.00%
209	0	911	84	99	E		OTHER FURNITURE & FIXTURE		5,750.00		5,750.00	0.00%

ARTICLE 36 SEIZURE FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The State of Illinois Laws under Article-36 authorizes and directs the Police Department to seize vehicles and properties determined to be improperly used such as Driving While Intoxicated, Illegal Drug Use or Distribution or other illegal activities. This Fund is established to record and control activities related to such seizures.

Funds obtained through vehicle or property seizures utilizing Article 36 are utilized to support law enforcement activities in Glendale Heights. These funds are used to supplement not supplant funding from the General Fund. There is a healthy balance in this fund which will support this expenditure.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
210	0	451	29	97	R		TOWING REIMBURSEMENTS		200.00		200.00	0.00%
210	0	451	29	99	R		MISCELLANEOUS CHARGES			946.10		0.00%
210	0	461	30	10	R		INTEREST INCOME	25.93	100.00		100.00	0.00%
210	0	481	50	40	R		ADMINISTRATIVE FEE	3,915.00	2,000.00	4,305.00	2,000.00	0.00%
210	0	481	50	41	R		SALES OF VEHICLE ART-36	25,609.40	25,000.00	4,484.99	21,205.00	-15.18%
210	0	511	50	40	E		VEHICLE TITLE & REGIST	1,140.00	2,500.00	1,045.00	2,500.00	0.00%
210	0	511	50	42	E		TOWING EXPENSE	130.00	2,500.00		2,500.00	0.00%
210	0	511	50	43	E		GAS & OIL		100.00		100.00	0.00%
210	0	511	50	49	E		MISC. EXPENSE ART-36	78,006.18	36,105.00	32,262.72	16,105.00	-55.39%

ILLINOIS MUNICIPAL RETIREMENT (I.M.R.F.) FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The IMRF Fund was established to maintain segregated accounts for the recording of transactions related to levied and IMRF funds.

IMRF is established under statutes adopted by the Illinois General Assembly. It is governed by a Board of eight trustees who must also be participating members and one trustee who must be receiving an IMRF annuity.

Four trustees are elected by employers, three are elected by participating members, and one annuitant trustee is elected by IMRF annuitants (individuals receiving IMRF retirement benefits). Trustees receive no compensation, only reimbursement for expenses. The Board appoints an Executive Director who is responsible for all administrative functions and supervision of staff employees. The Board also appoints medical and investment consultants, an actuary and an independent auditor. To learn more about IMRF, visit



www.imrf.org.

The IMRF Fund is following a schedule to eliminate its fund balance deficit within the next three fiscal years.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER	TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
211 0 411 10 11 R		I.M.R.F.	881,168.06	981,070.00	985,048.13	950,000.00	-3.17%
211 0 461 30 10 R		INTEREST INCOME	71.66	100.00	368.33	100.00	0.00%
211 0 513 16 10 E		IMRF-EMPLOYER	924,120.05	924,660.00	900,763.13	987,400.00	6.79%

INFRASTRUCTURE FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This fund was created in FY 2011/12 to account for revenues and expenditures that are designated specifically for Village-wide infrastructure improvements. The Infrastructure Fund is funded by the Road and Bridge Property tax, and shares a portion of the Home Rule Sales Tax.



The Home Rule Sales Tax was increased in FY 2009/10 to raise funds to pay back the bonds issued to fund the Village's accelerated road improvement program. The Village took into consideration the current cost, as well as the future costs of major road improvements, and deemed it necessary to take advantage of the Build America Bond Subsidy (BAB) offered by the Federal Government. As part of the federal government's attempt to stimulate the economy from the economic downturn in 2007, the government offered subsidies to local governments that were in need of major capital improvements. The Village's BAB's were sold in anticipation of receiving an interest subsidy from the Federal Government to help repay the interest on the issued debt, thereby, greatly reducing the realized interest rate. In combination of the BAB subsidy, as well as the acceleration of the road improvement program, the Village has greatly reduced the residents' financial burden to improve the Village's Roads in upcoming years. The majority of the funds received from the Home Rule Sales Tax are dedicated to repay the bonds used in 2008/09 to accelerate the Village's Road Improvement Program.

In addition to paying down the debt, this fund also provides infrastructure, road, and other necessary capital improvements throughout the Village. This fund also helps to supply the Village's snow and ice control stock that helps to keep the roads safe throughout the winter. Lastly, this fund supports SSA's #2 and SSA's #3 bond payment portion of the work completed within these districts.



Prior to FY 2011/12, these funds were comingled with the Motor Fuel Tax Fund. Due to the statutory limits of the funds expendable per the state legislature, the Village along with IDOT, declared it necessary to separate the funds. After the completion of a multiple year MFT audit, the beginning balances of both the MFT Fund and the Infrastructure Fund were determined. In FY 2013, the beginning fund balance for the Infrastructure Fund was transferred from the Motor

Fuel Tax Fund to formally account for the Infrastructure Fund balance of the prior years' revenues and infrastructure expenditures.

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
212	0	411	10	50	R		ROAD & BRIDGES	192,332.85	192,000.00	176,281.32	190,000.00	-1.04%
212	0	411	16	11	R		HOME RULE TAX-ROAD PROG	1,897,794.38	1,900,000.00	2,072,021.02	2,100,000.00	10.53%
212	0	411	16	12	R		STORMWATER				170,000.00	0.00%
212	0	461	30	10	R		INTEREST INCOME	125.48	130.00		100.00	-23.08%
212	0	481	43	10	R		FEDERAL GRANTS			300,000.00		0.00%
212	0	481	43	11	R		STATE OF IL.		300,000.00	8,750.00	400,000.00	33.33%
212	0	481	89	10	R		MISCELLANEOUS INCOME	2,360.00	200.00	2,740.00	200.00	0.00%
212	0	531	21	11	E		PROF-LEGAL	48,180.19	40,000.00	11,996.41	30,000.00	-25.00%
212	0	531	21	14	E		ENGINEERING	146,136.05	295,822.00	172,332.36	282,000.00	-4.67%
212	0	531	37	11	E		CHEMICALS INFRASTRUCTURE	10,615.64	152,690.00	119,715.28		-100.00%
212	0	911	87	12	E		IMPROVMNT		20,000.00		20,000.00	0.00%
212	0	911	87	13	E		STREET IMPROVEMENT PGM	172,050.25	756,500.00	707,380.00	1,460,000.00	92.99%
212	0	981	91	1	E		TRANSFER TO-GENERAL FUND	17,000.00				0.00%
212	0	981	92	52	E		TRANSFER TO SSA #2	85,806.00	90,169.00	90,169.00	97,056.00	7.64%
212	0	981	92	53	E		TRANSFER TO SSA #3	52,465.00	56,456.00	56,456.00	62,908.00	11.43%
212	0	981	94	1	E		TRANSFER TO-DEBT SERVICE	1,172,399.00	1,177,498.00	1,177,498.00	1,190,031.00	1.06%

FY 2016/17 BUDGET HIGHLIGHTS

REVENUES

- ❖ The Village anticipates receiving \$400,00 from the Community Development Block Grant program (CDBG).
- ❖ Allocation of the Home Rule Tax increased revenues.
- ❖ Interest Income is decreased due to the use of Reserve Funds.

EXPENDITURES

Professional Services

- ❖ Professional – Legal decrease by 25% due to no anticipated MFT project.

Purchased Materials

- ❖ Chemicals decreased by 100% due to reallocation of budget.

Capital Outlay

- ❖ Street Improvement Program increase by 92% for new capital project.

TAX INCREMENT FINANCING (T.I.F.) #1 FUND

North Avenue

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

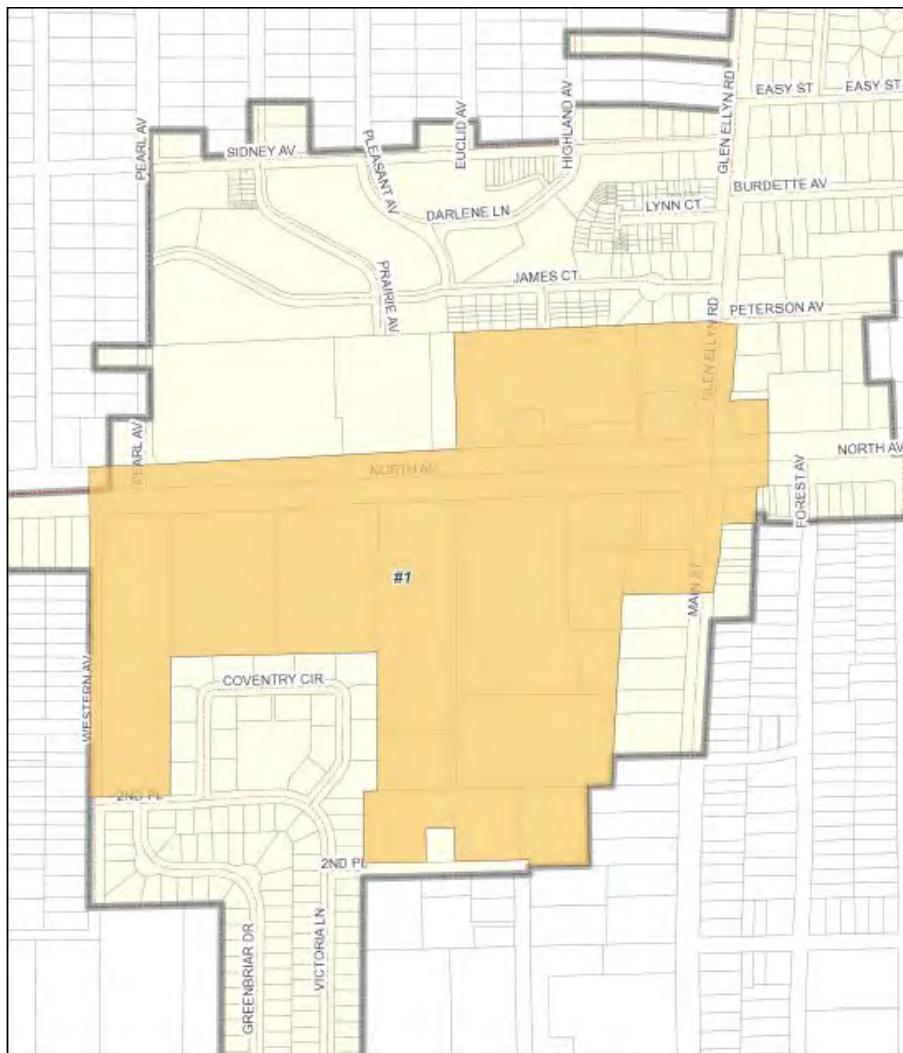
Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors, construction of infrastructure and other tools that reinvest in the district.

T.I.F. #1 was created in April of 1997 to account for the project costs and resources related to the Glen Ellyn Road and North Avenue Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.

TIF #1 includes all four corners of Glen Ellyn Road and North Avenue, but is mostly west of Glen Ellyn Road. It encompasses the shopping center south of North Avenue that has been redeveloped with a Menards store, and area to the west that has been developed with a Dodge dealership.

The shopping center north of North Avenue has had facade upgrades and includes Brunswick Zone.

In FY 2012/13, the Village used TIF funds to purchase land that was located on the south side of North Avenue and west of Main Street. The purchase of this land enabled the Village to work with the new Dodge Dealership to clear trees that were blocking visibility of the new business. With this land acquisition, the Village was also able to realign Western Avenue, and create green space and a future park for nearby



residents.

In FY 2015/16, the Village completed the Western Avenue road realignment project, finalized the engineering associated with addressing the flooding issue at North Avenue & Glen Ellyn Road, and substantially completed improvements to the Menards Lift Station.

In FY 2016/17, the Village expects to undertake the stormwater flood mitigation work at North Avenue & Glen Ellyn Road, using a combination of Federal and State grants, leveraged with Property Tax Increment revenues.

Primary Businesses Within TIF #1



DuPage Dodge/Chrysler/Jeep/Ram



Glendale Square Shopping Center



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
241	0	411	10	51	R		TAX INCREMENT FINANCING	740,388.20	744,600.00	744,601.24	744,600.00	0.00%
241	0	411	11	10	R		MUNICIPAL SALES TAX	105,398.40	210,000.00	181,715.77	216,300.00	3.00%
241	0	461	30	10	R		INTEREST INCOME	366.11	500.00		500.00	0.00%
241	0	481	43	10	R		FEDERAL GRANTS			30,383.63	1,345,716.00	0.00%
241	0	481	43	11	R		STATE OF IL.				1,200,000.00	0.00%
241	0	481	71	10	R		(GAIN) & LOSS INVESTMENTS	2,961.02				0.00%
241	0	531	21	10	E		AUDITING	2,810.00	2,500.00	2,250.00	2,575.00	3.00%
241	0	531	22	11	E		PROF-LEGAL	24,813.76	60,000.00	43,713.20	100,000.00	66.67%
241	0	531	21	14	E		ENGINEERING	76,698.01	338,104.00	215,161.56	350,000.00	3.52%
241	0	531	63	98	E		RDA-DUPAGE DODGE	459,784.20	467,500.00	500,010.55	438,800.00	-6.14%
241	0	911	86	10	E		LAND ACQUISITION		325,000.00		325,000.00	0.00%
241	0	911	87	13	E		STREET IMPROVEMENT PGM TRANSFER TO-GENERAL	1,243,058.56	886,483.00	359,897.49	3,420,492.00	285.85%
241	0	981	91	1	E		FUND	50,000.00	60,000.00	60,000.00	60,000.00	0.00%
241	0	981	92	44	E		TRANSFER TO TIF#4	550,000.00				0.00%

TAX INCREMENT FINANCING (T.I.F.) #2 FUND

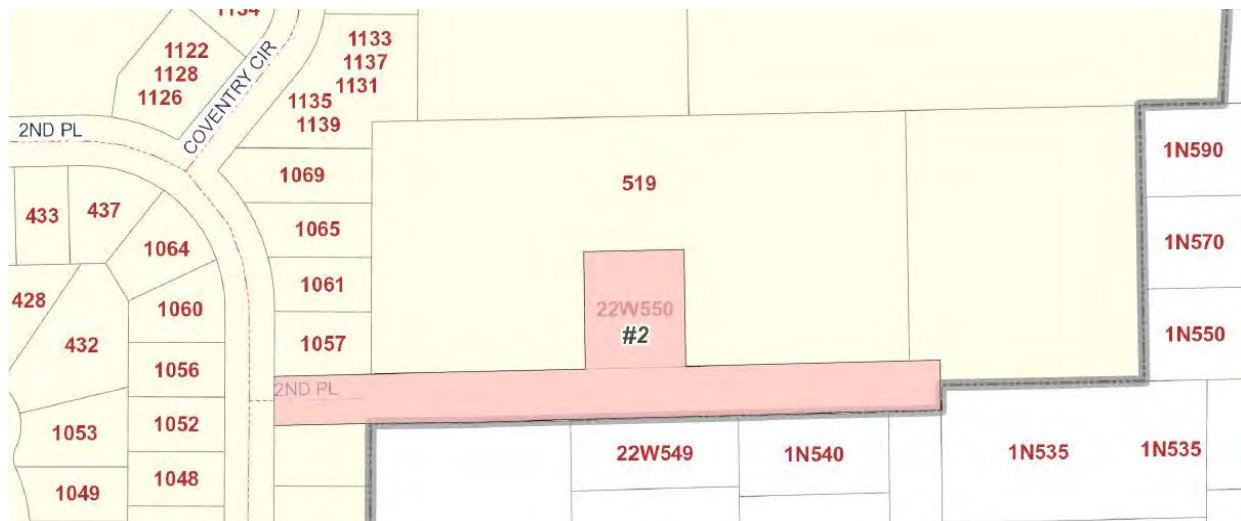
Second Place

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors, construction of infrastructure and other tools that reinvest in the district.

T.I.F. #2 was created in October of 2002 to account for the project costs and resources related to the road rights of way and one single family house Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.

In FY 2011, the Village used T.I.F. funds to complete construction along Second Place Road. In FY 2017, there is very little or no activity anticipated with this T.I.F. District.



2nd PLACE ROADWAY EXTENSION – Completed in 2011



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER TYPE DESCRIPTION							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
TAX INCREMENT											
242	0	411	10	51	R	FINANCING	621.78	650.00	628.72	650.00	0.00%
242	0	461	30	10	R	INTEREST INCOME	7.39	15.00		15.00	0.00%
242	0	531	21	11	E	PROF-LEGAL	2,904.05	1,000.00	2,329.39	1,000.00	0.00%

TAX INCREMENT FINANCING (T.I.F.) #3 FUND

North Avenue/Bloomingdale Road

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors, construction of infrastructure and other tools that reinvest in the district.

T.I.F. #3 was created in February of 2004 to account for the project costs and resources related to the Bloomingdale Road and North Avenue Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.

T.I.F. #3 includes the shopping center at the southwest corner of Bloomingdale Road and North Avenue which has been revitalized with facade upgrades and new tenants including Valli Produce, Taco Bell, Chase Bank, and Kabuki.



The Village has a standing agreement with Concorde Green Shopping Center to pay the interest expense for the redevelopment costs of the shopping center. The Village uses the T.I.F. funds as well as an allocation of Municipal Sales Tax generated from the business located in that shopping center to pay this agreement's expense. This agreement will end when the T.I.F. expires in 2027.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
243	0	411	10	51	R		TAX INCREMENT FINANCING	328,312.74	416,000.00	415,548.05	470,000.00	12.98%
243	0	411	11	10	R		MUNICIPAL SALES TAX	371,919.31	350,000.00	322,849.88	360,500.00	3.00%
243	0	461	30	10	R		INTEREST INCOME	87.03	200.00		200.00	0.00%
243	0	531	21	10	E		AUDITING	2,810.00	2,500.00	2,250.00	2,575.00	3.00%
243	0	531	21	11	E		PROF-LEGAL	61,430.38	15,000.00	2,929.39	15,000.00	0.00%
243	0	531	63	96	E		GHSA, LP RDA		104,625.00	104,625.00	141,500.00	35.24%
243	0	531	69	77	E		INTEREST EXPENSE	637,670.09	690,375.00	568,776.74	653,500.00	-5.34%

Thomas Place



Concorde Green Shopping Center

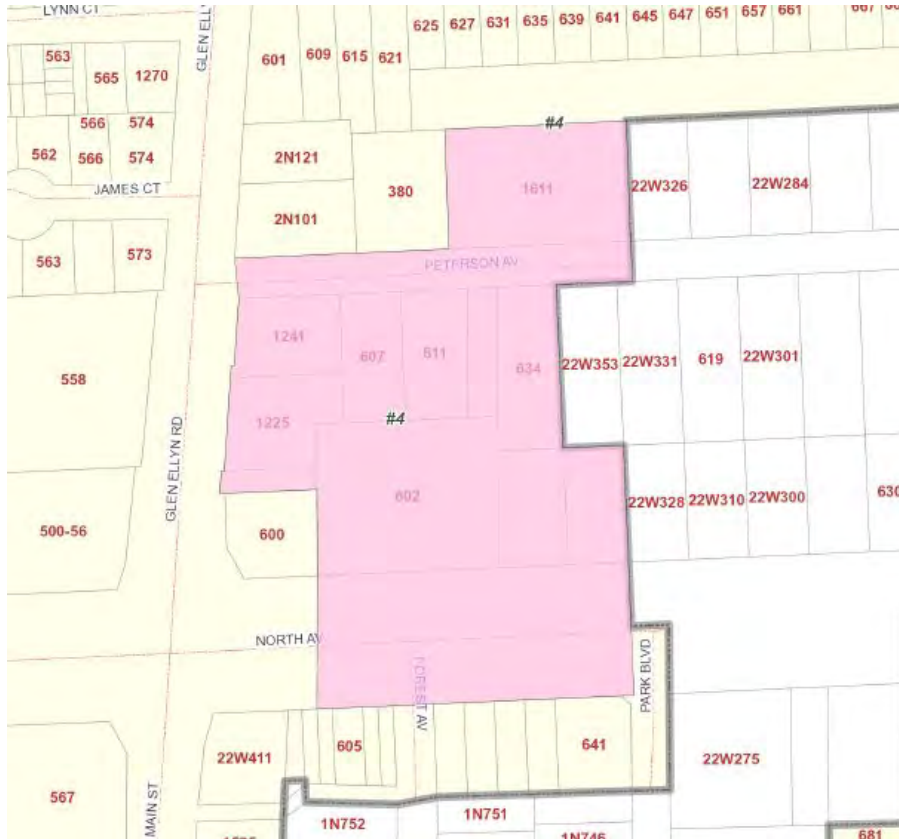


Thomas Place, an 81 unit senior apartment project was completed in December, 2013 on the east side of Bloomingdale Road. The Village also executed a Redevelopment Agreement in conjunction with that particular project.

TAX INCREMENT FINANCING (T.I.F.) #4 FUND

Glen Ellyn Road/Petersen Avenue

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors, construction of infrastructure and other tools that reinvest in the district.

T.I.F. #4 was created in February of 2010 to account for the project costs and resources related to the Glen Ellyn Road and Petersen Avenue Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.



TIF #4 includes property northeast of North Avenue and Glen Ellyn Road.

In FY 2016, T.I.F. funds were pledged to facilitate a the redevelopment of land containing an abandoned and deteriorated restaurant into what is now a brand new Bucky's gas station, convenience store and car wash. Bucky's opened their doors in early Spring of 2016.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
244	0	411	10	51	R			TAX INCREMENT FINANCING	0.13	1,300.00	1,277.94	1,300.00	0.00%
244	0	461	30	10	R			INTEREST INCOME	167.21	150.00		150.00	0.00%
244	0	491	92	41	R			TRANSFER FROM-TIF NO.01	550,000.00				0.00%
244	0	513	69	99	E			MISCELLANEOUS EXPENSE		150,000.00		150,000.00	0.00%
244	0	531	21	10	E			AUDITING					0.00%
244	0	531	21	11	E			PROF-LEGAL	4,645.30	35,000.00	7,597.97	25,000.00	-28.57%
244	0	531	21	14	E			ENGINEERING		130,000.00	4,454.75		-100.00%
244	0	531	63	97	E			RDA BUCK'S INC.		340,000.00	340,000.00		-100.00%
244	0	911	87	13	E			STREET IMPROVEMENT PGM		320,000.00			-100.00%

TAX INCREMENT FINANCING (T.I.F.) #5 FUND

President Street/North Avenue Fund

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors.

T.I.F. #5 was created in February of 2014 to account for the project costs and resources related to the President Street/North Avenue Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.

The TIF District is a compact area, located southeast of the intersection of President Street and North Avenue. Approximately eight parcels are included in the TIF District. The current land uses include a mix of residential and commercial uses. This TIF District provides the Village with the possibility of bringing new development to an area that has become underutilized. To potentially expedite the redevelopment of the TIF, the Village has acquired 3 of the parcels located within the boundaries of the area, with the intent of combining them into one larger parcel and thus making it more attractive for a larger type of project.



PROPOSED BUDGET CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER	TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
245 0 411 10 51	R	TAX INCREMENT FINANCING		2,900.00	2,901.74	2,900.00	0.00%
245 0 513 69 99	E	MISCELLANEOUS EXPENSE			7,628.68		0.00%
245 0 531 21 11	E	PROF-LEGAL	8,132.80	15,000.00	10,998.52	15,000.00	0.00%
245 0 531 51 13	E	ELECTRICITY	410.49	700.00	512.03	1,400.00	100.00%
245 0 531 51 14	E	NATURAL GAS	359.52	700.00	821.49	1,400.00	100.00%
245 0 531 69 99	E	MISCELLANEOUS EXPENSE		7,630.00	1,371.12		-100.00%
245 0 911 86 10	E	LAND ACQUISITION	263,800.72	330,000.00	324,462.69		-100.00%

SPECIAL SERVICE AREA #1 (S.S.A.) FUND

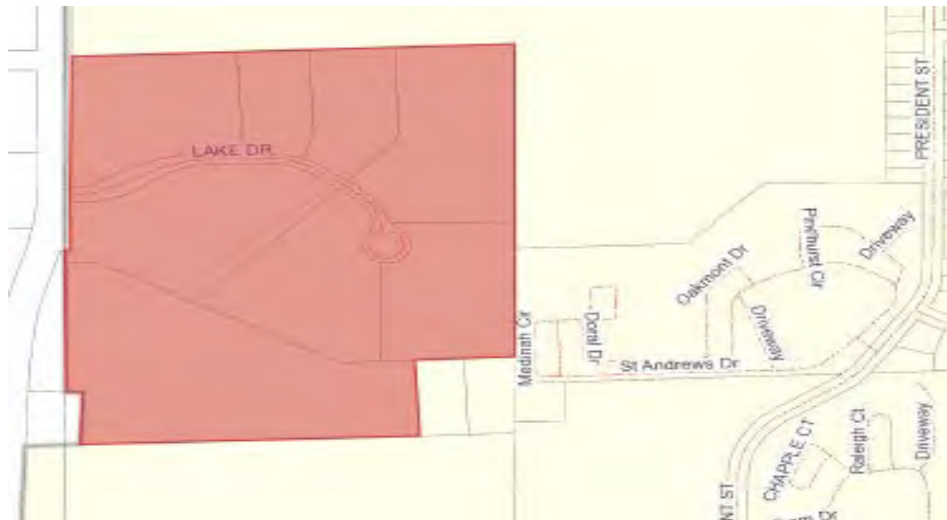
Glendale Lakes Business Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights Special Service Area (SSA) No. 1 is located in the Glendale Lakes Business Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 1.

The Special Service Area No. 1 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No.1 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 1 tax does not exceed 0.1964% (or \$0.1964 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 1 (Glendale Lakes Business Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
251	0	411	10	61		R	SPECIAL SERVICE AREA-01	13,833.31	13,028.00	13,028.00	12,643.00	-2.96%
251	0	981	91	1		E	TRANSFER TO-GENERAL FUND	14,811.00	15,156.00	15,156.00	15,470.00	2.07%

SPECIAL SERVICE AREA #2 (S.S.A.) FUND

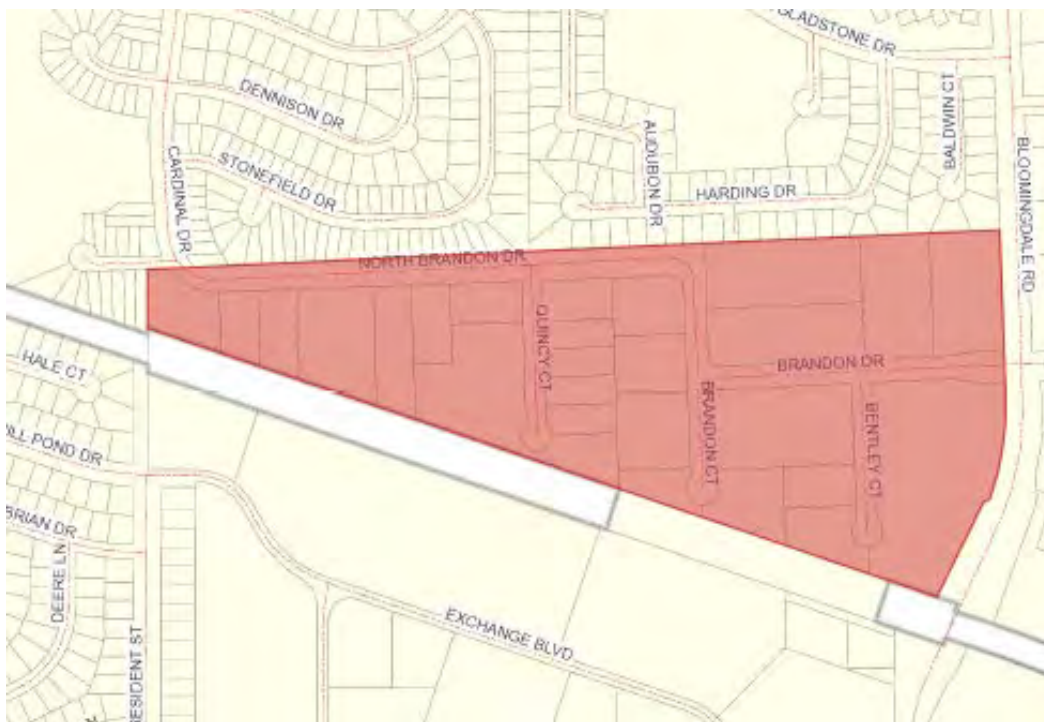
Glendale Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights Special Service Area (SSA) No. 2 is located in the Glendale Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 2.

The Special Service Area No. 2 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 2 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 2 tax does not exceed 0.332% (or \$0.332 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 2 (Glendale Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.



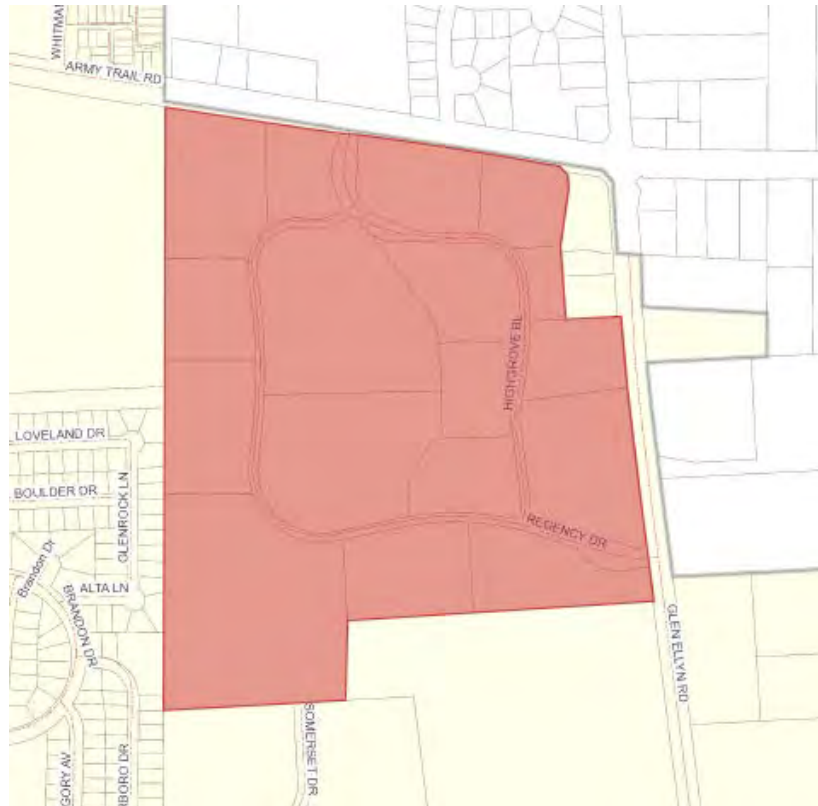
PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
252	0	411	10	62	R	SPECIAL SERVICE AREA-02	38,751.83	37,463.00	36,548.48	34,220.00	-8.66%
252	0	491	92	12	R	TRANSFER FROM INFRASTRUCT	85,806.00	90,169.00	90,169.00	97,056.00	7.64%
252	0	981	91	1	E	TRANSFER TO-GENERAL FUND	125,684.00	128,614.00	128,614.00	131,276.00	2.07%

SPECIAL SERVICE AREA #3 (S.S.A.) FUND

High Grove East Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 3 is located in the High Grove East Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 3.

The Special Service Area No. 3 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 3 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 3 tax does not exceed 0.2185% (or \$0.2185 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 3 (High Grove East Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
253	0	411	10	63	R	SPECIAL SERVICE AREA-03	33,791.68	37,578.00	33,634.35	36,037.00	-4.10%
253	0	491	92	12	R	TRANSFER FROM INFRASTRUCT	52,465.00	56,456.00	56,456.00	62,908.00	11.43%
253	0	981	91	1	E	TRANSFER TO-GENERAL FUND	94,730.00	96,938.00	96,938.00	98,945.00	2.07%

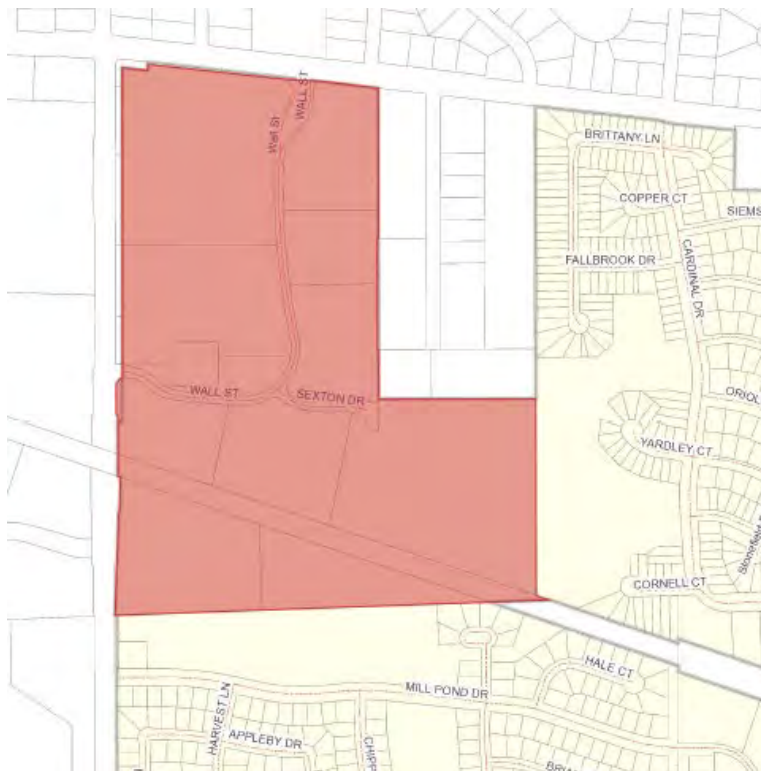
SPECIAL SERVICE AREA #4 (S.S.A.) FUND
High Grove West Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights Special Service Area (SSA) No. 4 is located in the High Grove West Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 4.

The Special Service Area No. 4 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 4 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 4 tax does not exceed 0.1383% (or \$0.1383 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 4 (High Grove West Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
254	0	411	10	64	R	SPECIAL SERVICE AREA-04	22,315.55	21,518.00	21,518.02	20,793.00	-3.37%
254	0	461	30	10	R	INTEREST INCOME	37.65				0.00%
254	0	981	91	1	E	TRANSFER TO-GENERAL FUND	11,611.00	11,882.00	11,882.00	12,128.00	2.07%

SPECIAL SERVICE AREA #5 (S.S.A.) FUND

Glen Point Business Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 5 is located in the Glen Point Business Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 5.

The Special Service Area No. 5 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 5 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 5 tax does not exceed 0.1655% (or \$0.1655 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 5 (Glen Point Business Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

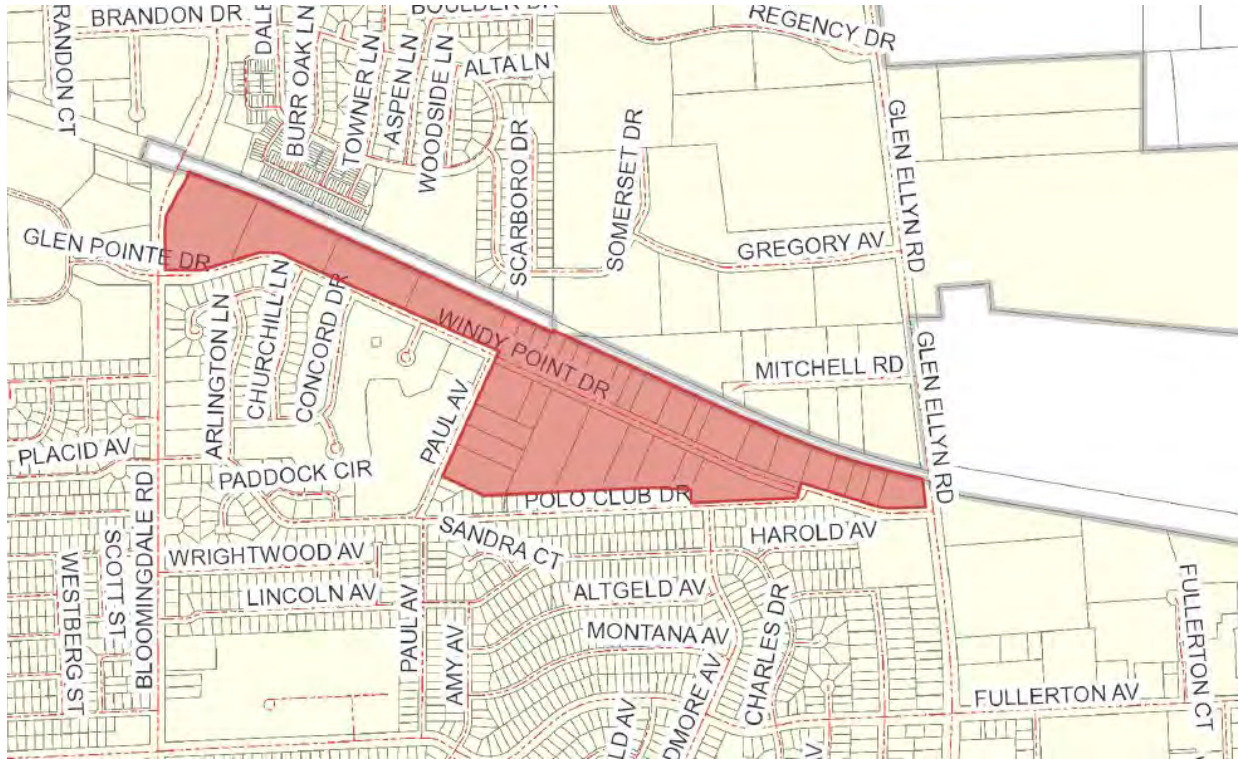
PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
255	0	411	10	65	R	SPECIAL SERVICE AREA-05	29,715.63	28,469.00	28,468.50	27,062.00	-4.94%
255	0	461	30	10	R	INTEREST INCOME	63.19				0.00%
255	0	981	91	1	E	TRANSFER TO-GENERAL FUND	19,484.00	19,938.00	19,938.00	20,351.00	2.07%

SPECIAL SERVICE AREA #6 (S.S.A.) FUND

Polo Club Heights Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 6 is located in the Polo Club Heights Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 6.

The Special Service Area No. 6 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 6 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 6 tax does not exceed 0.251% (or \$0.251 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 6 (Polo Club Heights Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
256	0	411	10	66	R	SPECIAL SERVICE AREA-06	31,489.04	28,944.00	28,944.19	27,949.00	-3.44%
256	0	461	30	10	R	INTEREST INCOME	25.80				0.00%
256	0	981	91	1	E	TRANSFER TO-GENERAL FUND	16,879.00	17,272.00	17,272.00	17,630.00	2.07%

SPECIAL SERVICE AREA #7 (S.S.A.) FUND

Sawko Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights Special Service Area (SSA) No. 7 is located in the Sawko Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 7.

The Special Service Area No. 7 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 7 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 7 tax does not exceed 0.3001% (or \$0.3001 per \$100.00) of the assessed value, as equalized, of the taxable personal property.



The Village of Glendale Heights Special Service Area No. 7 (Sawko Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

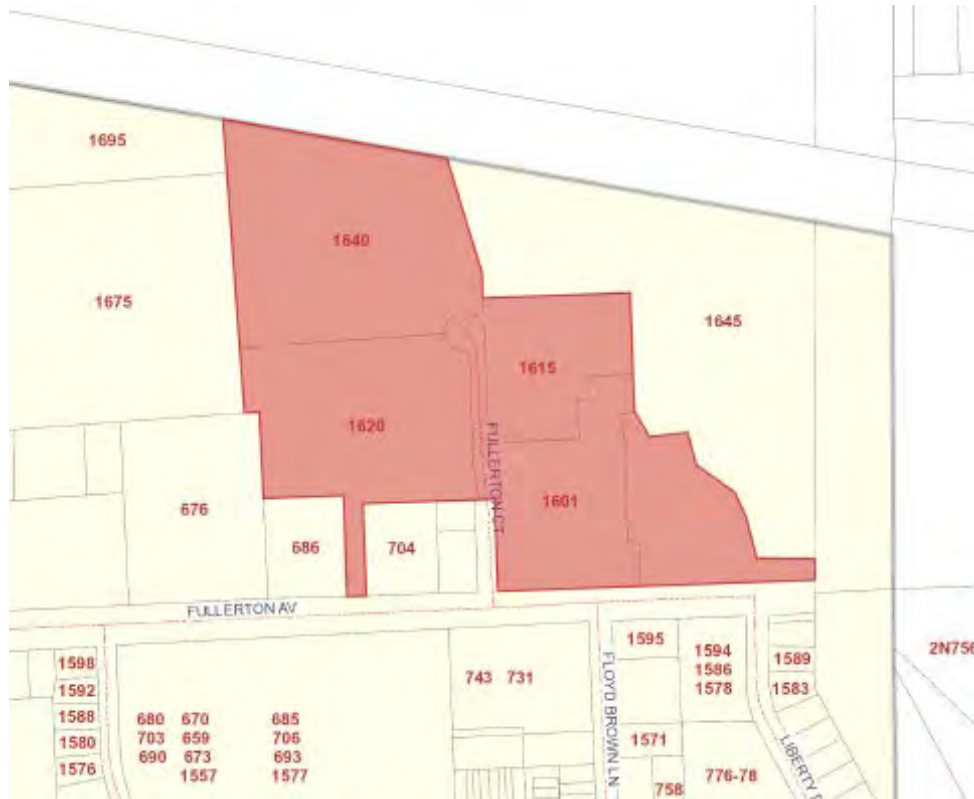
PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
257	0	411	10	67	R			SPECIAL SERVICE AREA-07	16,858.50	15,750.00	15,749.64	14,716.00	-6.57%
257	0	461	30	10	R			INTEREST INCOME	77.75				0.00%

SPECIAL SERVICE AREA #8 (S.S.A.) FUND

Glendale Heights Business Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 8 is located in the Glendale Heights Business Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 8.

The Special Service Area No. 8 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 8 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 8 tax does not exceed 0.54% (or \$0.54 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 8 (Glendale Heights Business Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

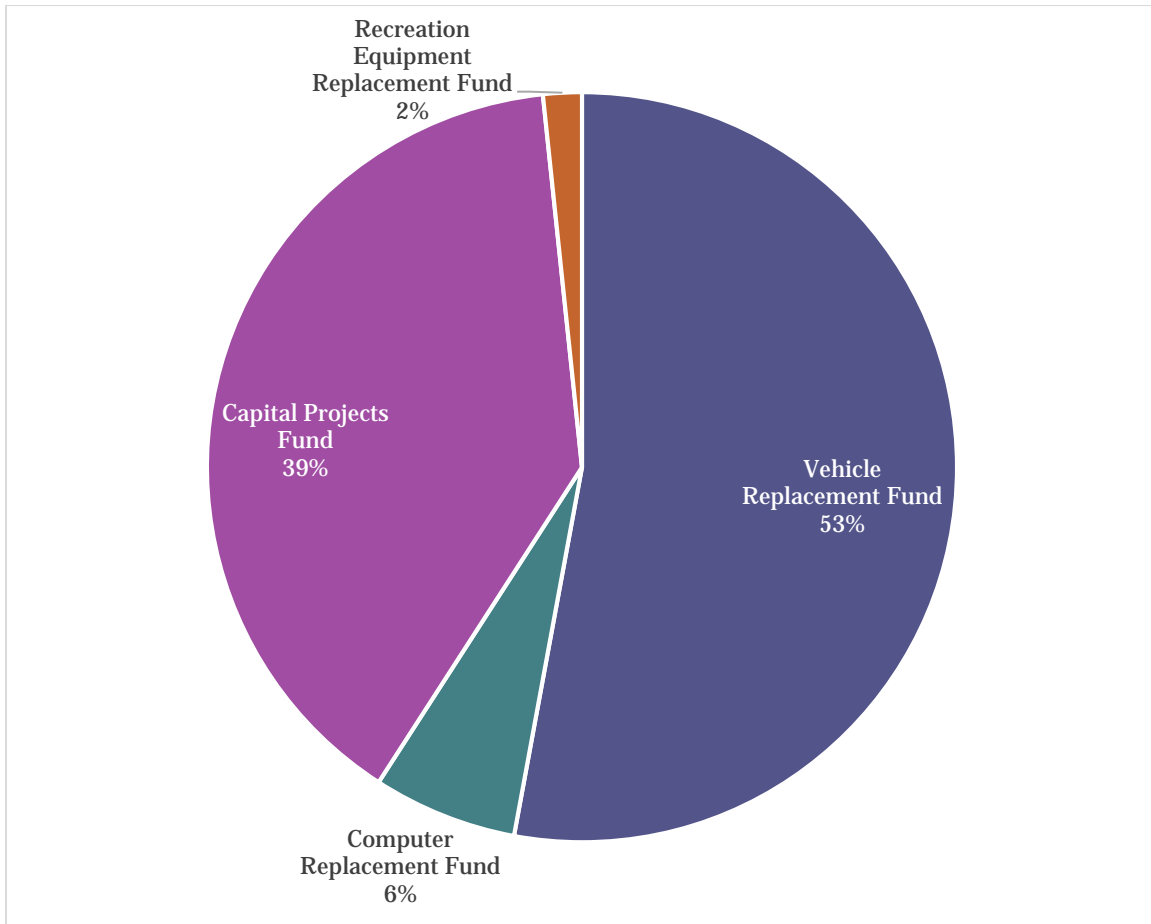
PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
258	0	411	10	68	R		SPECIAL SERVICE AREA-08	26,036.71	26,037.00	26,036.51	28,561.00	9.69%
258	0	461	30	10	R		INTEREST INCOME	40.22				0.00%
258	0	531	21	14	E		ENGINEERING				20,000.00	0.00%
258	0	911	87	13	E		STREET IMPROVEMENT PGM				100,000.00	0.00%

One capital road project is anticipated to be undertaken in SSA#8, which is directly related to a CDBG project being performed on Fullerton Avenue between Glen Ellyn Road and Liberty Lane. The estimated engineering and construction costs for the project are \$120,000.

CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.



VEHICLE REPLACEMENT FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Vehicle Replacement Fund (VRF) is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of Vehicles, Equipment, and HVAC units by all Village Departments. Revenues in this fund come from transfers from all departments with vehicles and from proceeds of vehicles which may be sold. Expenses in this fund are the actual purchase of vehicles and equipment by the Village.

Every year during the budget process the schedule of vehicles and equipment for replacement is updated to ensure that accurate vehicle lives and replacement costs are included in the replacement schedule. Each department then submits their requests for replacement for the upcoming year and collectively the VRF committee approves the requests for replacement. The need to replace a vehicle is based on the vehicle's actual condition, number of miles/hours of use, maintenance history and projected future maintenance costs as well as an analysis of the type of vehicle replacement that is needed, and if other options exist for not replacing the vehicle. If a department requests to upgrade a vehicle from its original replacement model, the cost difference is budgeted in the respective department's budget.

Based on the approved budget, each fund transfers its contributions to the VRF on a quarterly basis throughout the year. Planning for the replacement of vehicles in this manner levels out

the financial impact that replacing an expensive vehicle or several vehicles at once will have on a department's operating budget and fund in any given year.



In order to lessen the financial burden during the last few years of economic downturn, the vehicle replacement fund was short funded. For the second straight year, each fund is contributing only the amount necessary to fund its own scheduled vehicles that are budgeted to be replaced in FY 2017.

CAPITAL OUTLAY

Vehicle and Equipment Items to be replaced:

• Police Squad Car	\$24,810
• Streets Division	\$216,669
• Parks Division	\$65,525
• Golf Grounds Maintenance Division	\$9,400
• Units being refurbished	
○ Streets Division	\$37,500
○ Parks division	\$18,000
○ Utilities Division	\$9,000
• Total Budget Expenditures	\$380,904

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
301	0	461	30	10	R	INTEREST INCOME	8,772.66	2,000.00	2,217.41	2,000.00	0.00%
301	0	481	43	11	R	STATE OF IL.		75,000.00	18,750.00		-100.00%
301	0	481	50	11	R	SALES OF VILLAGE PROP.	87,484.30	50,000.00	26,030.34	3,500.00	-93.00%
301	0	491	91	1	R	TRANSFER FROM GEN.FUND		42,596.00	42,596.00	335,004.00	686.47%
301	0	491	92	1	R	TRANSFER FROM-RECREATION	3,700.00	1,850.00	1,850.00		-100.00%
301	0	491	92	2	R	TRANSFER FROM-EMERGENCY	3,000.00	2,987.00	2,987.00		-100.00%
301	0	491	95	1	R	TRANSFER FROM-ENVIRONMENT	124,197.55	47,000.00	47,000.00		-100.00%
301	0	491	95	2	R	TRANSFER FROM-GOLF COURSE		11,500.00	11,500.00	9,400.00	-18.26%
301	0	911	82	10	E	VEHICLES	592,812.52	254,199.00	244,465.20	380,904.00	49.84%
301	0	981	95	1	E	TRANSFER TO-ENVIRONMENTAL		20,000.00	20,000.00		-100.00%

COMPUTER REPLACEMENT FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Computer Replacement Fund is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of hardware and software licenses by all Village departments. Revenues in this fund come from transfers from all departments with computers. Expenses in this fund are the actual purchase of hardware and software by the Village.

Examples of assets in the Computer Replacement Fund include computers, software licenses, servers, and network equipment. Each asset's replacement cost and useful life is evaluated and contributions to this fund are determined during the annual budget process.

Due to a recovering economy, the Village decided to delay contribution into this fund in FY 15/16. The Fund is considered to have been fully funded up until FY 2015.



CAPITAL OUTLAY

• Replace/Upgrade Dragonwave Wireless and expand bandwidth	\$23,200
• Replace Alvaon Wireless device for Public Works	\$5,280
• Potential replacement of SCADA Server Equipment	\$12,800
• Replace Plotter/Scanner	\$3,500
Total Budgeted Expenditures	\$44,780

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
302	0	461	30	10	R	INTEREST INCOME	98.67	150.00		150.00	0.00%
302	0	491	91	1	R	TRANSFER FROM GEN.FUND				40,970.00	0.00%
302	0	491	95	1	R	TRANSFER FROM-ENVIRONMENT				875.00	0.00%
302	0	911	83	13	E	P.C. HARDWARE	33,346.99	41,400.00	35,775.55		-100.00%
302	0	911	83	30	E	OTHER COMPUTER EQUIPMENTS	7,097.98	88,156.00	76,187.35	44,780.00	-49.20%

CAPITAL PROJECTS FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Capital Projects Fund was created to account for the cost associated with various capital improvements throughout the Village. It is funded by grants, operating transfers from other funds, and bond proceeds.

CAPITAL OUTLAY

Parks and Grounds

- Mill Pond Park Playground Structure Replacement
- Siems Park Playground Structure Replacement
- Nazos Park Tennis Court Resurfacing
- Ollman Park Tennis Court Resurfacing
- Camera Park Gazebo Parking Lot Reconstruction

Total Budgeted Expenditures

\$282,298



PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
303	0	461	30	10	R	INTEREST INCOME	23.78					0.00%
303	0	481	43	11	R	STATE OF IL.		25,000.00			25,000.00	0.00%
303	0	491	91	1	R	TRANSFER FROM GEN.FUND	191,670.00	507,881.00	507,881.00		262,298.00	-48.35%
303	0	491	92	1	R	TRANSFER FROM-RECREATION		39,009.00	39,009.00			-100.00%
303	0	491	92	7	R	TRANSFER FROM PARKS IMPRV	55,671.00					0.00%
303	0	491	93	6	R	REC. EQUIPMENT	45,000.00					0.00%
303	0	491	94	2	R	TRANSFER FROM INS. FUND	30,000.00					0.00%
303	0	911	81	16	E	PARKS & GROUND EQUIPMENT		132,190.00	7,036.80		100,000.00	-24.35%
303	0	911	85	17	E	PARKS AND GROUNDS		73,000.00	37,310.83			-100.00%
303	0	911	87	14	E	PARKS AND GROUNDS	275,499.93	415,270.00	47,709.33		182,298.00	-56.10%

RECREATIONAL EQUIPMENT REPLACEMENT FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This program is for the purpose of establishing reserve funds to purchase replacement recreation fitness equipment when the condition of such equipment reaches a deteriorated condition for continued use.



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
306	0	911	81	17	E		RECREATION EQUIPMENT				12,000.00	0.00%
306	0	981	93	3	E		TRANSFER TO-CAPITAL PROJ	45,000.00				0.00%

DEBT SERVICE FUND

FUND DESCRIPTION

Debt Service Funds are established to account for the accumulation of resources for, and the payment of, long-term principal, interest and related costs. These obligations represent the Village's annual installment payments of principal and interest for previous capital projects or acquisitions funded through debt financing. The Village currently has five outstanding bond issues:

- ❖ 2006 General Obligation Bonds
- ❖ 2007 General Obligation Bonds
- ❖ 2008 General Obligation Bonds
- ❖ 2009 General Obligation Build America Bonds
- ❖ 2010 General Obligation Build America Bonds

Financing is provided by an annual Property Tax Levy and operating transfers from other funds.

LEGAL DEBT MARGIN

Under the 1970 Illinois Constitution, there is no legal debt limit for home rule municipalities except as set by the General Assembly. To date, the Illinois General Assembly has set no limits for home rule municipalities. The Village is a home rule municipality.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER	TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
401 0 511 21 99 E		PROFESSIONAL-OTHERS	855.00	855.00	867.50	1,000.00	16.96%
401 0 511 69 78 E		BANK FISCAL CHARGES	2,775.00	2,800.00	2,775.00	2,800.00	0.00%
401 0 921 88 18 E		BOND 2006-PRNCIPAL-ABATED	210,000.00	225,000.00	225,000.00	240,000.00	6.67%
401 0 921 88 19 E		BOND-2007-PRNCIPAL-LEVIED	425,000.00	440,000.00	440,000.00	460,000.00	4.55%
401 0 921 88 20 E		BOND-2008-PRNCIPAL-ABATED	505,000.00	525,000.00	525,000.00	550,000.00	4.76%
401 0 921 88 21 E		BOND-2009-PRNCIPAL-LEVIED	670,000.00	690,000.00	690,000.00	720,000.00	4.35%
401 0 921 88 22 E		SERIES 2010-PRINCIPAL	1,205,000.00	1,235,000.00	1,235,000.00	1,265,000.00	2.43%
401 0 922 89 18 E		BOND 2006-INTETEST-ABATED	73,200.00	64,800.00	64,800.00	55,800.00	-13.89%
401 0 922 89 19 E		BOND-2007-INTEREST-LEVIED	171,300.00	156,425.00	156,425.00	139,925.00	-10.55%
401 0 922 89 20 E		BOND-2008-INTEREST-ABATED	100,993.76	83,318.00	83,318.76	64,944.00	-22.05%
401 0 922 89 21 E		BOND-2009-INTEREST-LEVIED	282,430.04	259,315.00	259,315.04	232,750.00	-10.24%
401 0 922 89 22 E		SERIES 2010-INTEREST	1,439,728.76	1,402,374.00	1,402,373.76	1,359,766.00	-3.04%

DEBT SERVICE SCHEDULES

OVERVIEW

2006 General Obligation Bonds:

Purpose:	Road Construction/Re-construction SSA's #1 - 6
Maturity Date:	April 21, 2021
Original Principal Amount:	\$3,000,000
Investment Rating:	Aa2 (Moody's)
Principal Outstanding:	\$1,395,000
Interest:	\$175,000
Funding Sources:	Transfer from General Fund, Special Service Area Tax Levy

2007 General Obligation Bonds

Purpose:	Reskin Park, Senior Center, Historic House, Campus Parking, Schmale Road Fencing
Maturity Date:	December 15, 2022
Original Principal Amount:	\$5,475,000
Investment Rating:	Aa2 (Moody's)
Principal Outstanding:	\$3,620,000
Interest:	\$588,787
Funding Sources:	Property Taxes Levied

2008 General Obligation Bonds

Purpose:	2009 Accelerated Road Program, CDBG Match
Maturity Date:	December 15, 2018
Original Principal Amount:	\$5,000,000
Investment Rating:	Aa2 (Moody's)
Principal Outstanding:	\$1,730,000
Interest:	\$133,394
Funding Sources:	Home Rule Sales Tax transferred from Infrastructure Fund

DEBT SERVICE SCHEDULES (cont.)

OVERVIEW

2009 General Obligation Bonds: Build America Bonds

Purpose:	WPCF Tertiary Filter Design Engineering, New Police Department Engineering and Architectural Fees, 2010 Accelerated Road Program, Sewer Slip Lining Projects, Bloomingdale Road Water Main Replacement, Senior Center, CDBG Match
Maturity Date:	December 15, 2029
Original Principal Amount:	\$8,825,000
Investment Rating:	Aa2 (Moody's)
Principal Outstanding:	\$5,115,000
Interest:	\$1,278,481
Treasury Rebate:	(\$447,468)
Funding Sources:	Property Taxes Levied, Water & Sewer Receipts, Home Rule Sales Tax transferred from Infrastructure Fund

2010 General Obligation: Build America Bonds

Purpose:	New Police Department Building, Village Hall Renovations, Sports Hub, Village Aquatic Park Equipment & Upgrades, WPCF Tertiary Filter Replacements, WPCF Digester Upgrades, New Parking Lots for the Village Hall and Aquatic Center, Golf Course Patio and Kitchen Upgrades, Detention Pond at Civic Center Improvements, and Civic Center Wayfinding Signs, CDBG Match
Maturity Date:	December 15, 2035
Original Principal	\$29,940,000
Investment Rating:	Aa2 (Moody's)
Principal Outstanding:	\$25,795,000
Interest:	\$14,068,516
Treasury Rebate:	(\$4,923,980)
Funding Sources:	Property Taxes Levied, Water & Sewer Receipts transferred from Environmental Fund, and General Fund Reserves Pledge

DEBT SERVICE SCHEDULES

ANNUAL PRINCIPAL PAYMENTS – GENERAL OBLIGATION DEBT

Fiscal Year	Series 2006	Series 2007	Series 2008	Series 2009	Series 2010	Total
2017	240,000	460,000	550,000	720,000	1,265,000	3,235,000
2018	260,000	480,000	575,000	740,000	1,290,000	3,345,000
2019	280,000	495,000	605,000	775,000	1,340,000	3,495,000
2020	300,000	515,000	-	805,000	1,395,000	3,015,000
2021	315,000	535,000	-	245,000	1,430,000	2,525,000
2022	-	555,000	-	255,000	1,505,000	2,315,000
2023	-	580,000	-	265,000	1,565,000	2,410,000
2024	-	-	-	280,000	1,635,000	1,915,000
2025	-	-	-	300,000	1,690,000	1,990,000
2026	-	-	-	130,000	1,780,000	1,910,000
2027	-	-	-	140,000	1,250,000	1,390,000
2028	-	-	-	145,000	1,310,000	1,455,000
2029	-	-	-	155,000	1,365,000	1,520,000
2030	-	-	-	160,000	1,435,000	1,595,000
2031	-	-	-	-	1,510,000	1,510,000
2032	-	-	-	-	725,000	725,000
2033	-	-	-	-	765,000	765,000
2034	-	-	-	-	805,000	805,000
2035	-	-	-	-	845,000	845,000
2036	-	-	-	-	890,000	890,000
Total	1,395,000	3,620,000	1,730,000	5,115,000	25,795,000	37,655,000

DEBT SERVICE SCHEDULES

ANNUAL INTEREST PAYMENTS – GENERAL OBLIGATION DEBT

Fiscal Year	Series 2006	Series 2007	Series 2008	Series 2009	Series 2009 Treasury Rebate	Series 2010	Series 2010 Treasury Rebate	Total
2017	55,800	139,925	64,944	232,750	(81,463)	1,359,766	(475,915)	1,295,807
2018	46,200	122,675	45,006	203,950	(71,383)	1,310,748	(458,762)	1,198,434
2019	35,800	104,675	23,444	174,350	(61,023)	1,257,535	(440,137)	1,094,644
2020	24,600	86,112	-	141,413	(49,494)	1,200,585	(420,205)	983,011
2021	12,600	66,800	-	105,188	(36,816)	1,135,020	(397,257)	885,535
2022	-	45,400	-	93,856	(32,850)	1,065,308	(372,858)	798,856
2023	-	23,200	-	81,744	(28,610)	990,810	(346,784)	720,360
2024	-	-	-	68,825	(24,089)	911,778	(319,122)	637,392
2025	-	-	-	54,825	(19,189)	827,575	(289,651)	573,560
2026	-	-	-	39,075	(13,676)	738,850	(258,598)	505,651
2027	-	-	-	32,250	(11,288)	643,620	(225,267)	439,315
2028	-	-	-	24,725	(8,654)	575,495	(201,423)	390,143
2029	-	-	-	16,931	(5,925)	502,790	(175,977)	337,819
2030	-	-	-	8,600	(3,010)	425,668	(148,984)	282,274
2031	-	-	-	-	-	341,720	(119,602)	222,118
2032	-	-	-	-	-	251,875	(88,156)	163,719
2033	-	-	-	-	-	206,563	(72,297)	134,266
2034	-	-	-	-	-	158,750	(55,563)	103,187
2035	-	-	-	-	-	108,438	(37,953)	70,485
2036	-	-	-	-	-	55,625	(19,469)	36,156
Total	175,000	588,787	133,394	1,278,482	(447,470)	14,068,519	(4,923,980)	10,872,732

DEBT SERVICE SCHEDULES

ANNUAL DEBT SERVICE PAYMENTS – GENERAL OBLIGATION DEBT

Fiscal Year	Principal	Interest	Treasury Rebate	Total
2017	3,235,000	1,853,185	(557,378)	4,530,807
2018	3,345,000	1,728,579	(530,145)	4,543,434
2019	3,495,000	1,595,804	(501,160)	4,589,644
2020	3,015,000	1,452,710	(469,699)	3,998,011
2021	2,525,000	1,319,608	(434,073)	3,410,535
2022	2,315,000	1,204,564	(405,708)	3,113,856
2023	2,410,000	1,095,754	(375,394)	3,130,360
2024	1,915,000	980,603	(343,211)	2,552,392
2025	1,990,000	882,400	(308,840)	2,563,560
2026	1,910,000	777,925	(272,274)	2,415,651
2027	1,390,000	675,870	(236,555)	1,829,315
2028	1,455,000	600,220	(210,077)	1,845,143
2029	1,520,000	519,721	(181,902)	1,857,819
2030	1,595,000	434,268	(151,994)	1,877,274
2031	1,510,000	341,720	(119,602)	1,732,118
2032	725,000	251,875	(88,156)	888,719
2033	765,000	206,563	(72,297)	899,266
2034	805,000	158,750	(55,563)	908,187
2035	845,000	108,438	(37,953)	915,485
2036	890,000	55,625	(19,469)	926,156
Total	37,655,000	16,244,182	(5,371,450)	48,527,732

PROPRIETARY FUNDS

ENTERPRISE FUNDS

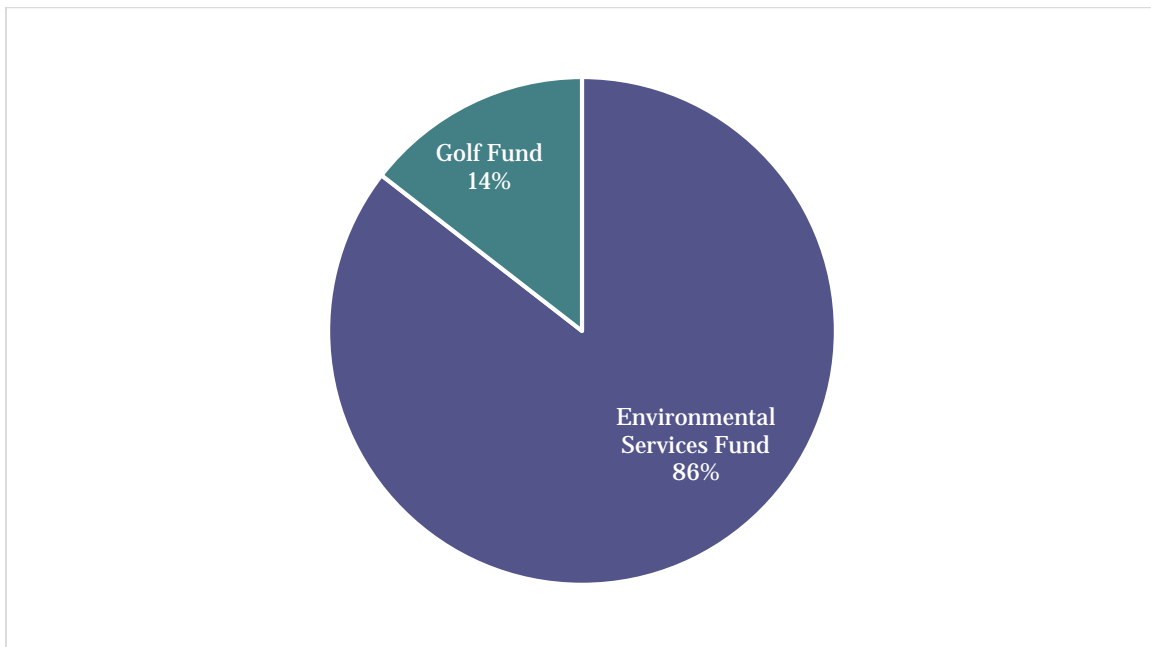
Proprietary funds account for operations (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

The Village reports the following major proprietary funds:

ENTERPRISE FUNDS: These funds are used for services provided to the public on a user charge basis, similar to the operation of a commercial enterprise.

Environmental Service Fund

The fund accounts for the provision of water, sewer and wastewater services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service, and billing and collection.



Golf Fund

The fund accounts for the operational activities of a municipal golf course. Activities include, but are not limited to, course construction, including clubhouses and maintenance facilities, operations, maintenance and financing.

ENVIRONMENTAL SERVICES

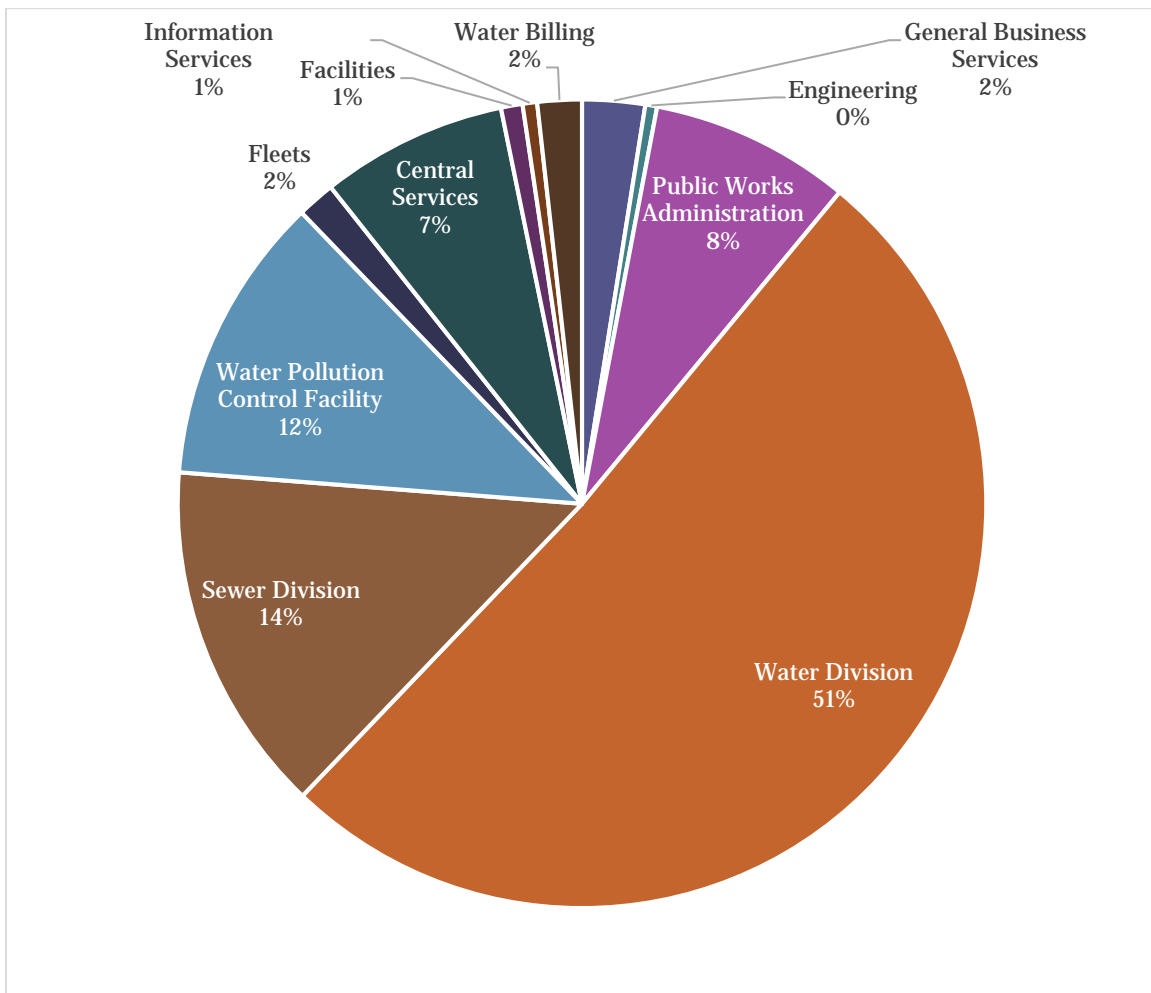
FUND DESCRIPTION

The Village of Glendale Heights Environmental Services Fund was established to manage the provision of Water, Sewer and Treatment Services to the residents of the Village of Glendale Heights. All activities necessary to provide such services are accounted for in this fund including, but not limited to, Administration, Operations and Maintenance, Financing and related Debt Service, Billing and Collection.

TOTAL OPERATING BUDGET

\$11,065,515

ANNUAL EXPENSES BY DIVISION



PROPOSED BUDGET WITH ACTUAL HISTORY

OPERATING REVENUES	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATED	2016/17 BUDGET	% CHANGE
Taxes	0	0	0	500,000	0%
Licenses & Permit Fees	3,980	2,940	17,678	2,940	0%
Charges for Services	9,864,663	10,341,942	10,279,935	10,552,708	2.0%
Intergovernmental	47,171	105,829	106,178	0	0%
Miscellaneous	76,864	17,000	39,277	26,205	54.1%
TOTAL OPERATING REVENUES	9,993,235	10,488,361	10,279,935	11,081,948	5.7%

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% CHANGE
Engineering	68,518	74,469	71,868	52,048	(30.1)%
Public Works Administration	220,485	202,845	172,939	187,498	(7.6)%
Water Division	964,903	1,446,710	696,961	1,724,273	19.2%
Water Purchases DPWC	3,994,279	4,461,253	4,133,805	3,936,000	(11.8)%
Sewer Division	1,042,322	1,638,306	898,274	1,559,375	(4.8)%
Water Pollution Control Facility	1,139,532	1,271,845	1,143,916	1,279,053	0.6%
Fleets	116,061	150,097	146,387	168,450	12.2%
Facilities	80,665	86,110	83,478	95,573	11.0%
Information Systems	47,719	51,606	49,285	64,033	24.1%
Water Billing Division	169,569	188,634	188,146	196,292	4.1%
General Business Services	1,111,009	1,029,082	1,052,119	1,103,267	7.2%

SIGNIFICANT ACCOMPLISHMENTS IN FY 2015/2016

UTILITIES DIVISION & WATER POLLUTION CONTROL FACILITY

Major improvements continued to upgrade the Village's sanitary sewer distribution system with the rehabilitation to one of seven lift stations owned by the Village. The lift station located at 801 Regency Drive was retro-fitted into a submersible pump station eliminating confined space entries for maintenance purposes, as well as increasing energy efficiency with the use of new smart drive technologies. Utilities Division staff televised the internal condition of the public sewers, and completed one of six catchment areas with approximately 70,000 feet of sewer mains being televised to identify necessary future repairs. Additionally, this televising

footage along with condition assessment reports have been linked to the Village's GIS system to assist with overall management of the public sewer system. The Utilities Division improved the Village's water infrastructure with the rehabilitation of one of the elevated water towers located at 1666 Glen Ellyn Road. The work included the repainting of the tower both inside and out, various remedial repairs, and the installation of a new mixer system to help improve water quality. The Village has contracted with Utility Services Inc. to undertake the long-term maintenance and repair of this tower over the next 10 years, which will include repainting the tower when needed. Maintenance was performed to the water infrastructure by the Village's Utilities Division staff, including flushing the entire system of 76 miles of water mains to improve water quality as well as remove turbidity. The staff also maintained 1,315 hydrants, repaired 64 water leaks, as well as maintained pumping stations to conform to all of the Illinois Environmental Protection Agency's (IEPA) regulations and sampling. The Village's Water Pollution Control Facility (WPCF) processed over one billion gallons of wastewater this year within IEPA guidelines and regulations. The WPCF operated the entire year without a single odor complaint. The Facility is currently conducting a Local Limit study that will set various discharge limits in the local ordinance for conventional and industrial wastewater. The study provides the mechanism for the Village to establish best management practices in processing conventional and industrial discharges in the wastewater stream. The WPCF is also working on issuing Industrial discharge permits. Local businesses were surveyed as part of the permit process and based upon production processes, permits were issued that set limits on the amount of pollutants that a business can discharge into the Village's Sanitary Sewer System. Staff is also working to reduce Phosphorus and Nitrogen in the Plant's discharge. This will help reduce the growth of algae which can reduce oxygen levels in the receiving stream and water quality, which may be harmful to aquatic life.

ENGINEERING DIVISION

The Engineering Division ensures that the Village upholds all local, state and federal mandates, including storm water management compliance and erosion control inspections on active construction sites. In 2014, the division reviewed over 150 permit applications including engineering drawings and storm water reports. The Division also provided contract supervision and construction observation for large road projects, including overseeing the realignment of Western Avenue. The realignment improved Western Avenue's connection to North Avenue and included the creation of a wetland style pond for storm water detention.

FY 2016/17 GOALS AND OBJECTIVES

Due to the nature of the Public Works department, the goals listed below are set in the assumption that some may take one to three years to complete.

UTILITIES DIVISION

Goal #1: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Identify and repair structural defects to the Village's sanitary sewer system
 - Televising all sanitary sewers and identify major structural defects.
 - Map and report all structural defects on Village's GIS.
 - Develop a five-year Capital Improvement Plan to address structural defects, including in-house repairs.
- ❖ Make repairs of all water main breaks in a 24-hour period.
 - Undertake survey of all water main valve locations throughout the Village and verify map locations on GIS, including inventory for isolation purposes.
 - Identify remedial works and/or new valve installations to address deficiencies to isolate water mains.
 - Develop a weekly/monthly/annual maintenance program for valve exercising throughout the Village.
 - Develop annual in-house project schedule by April to address remedial works for upcoming construction season.
 - Record all water main breaks on Village's GIS.
- ❖ Continue to implement a Confined Spaces program.
 - Define and amend Confined Space Policy to include rescue team roles and responsibilities to work in Utilities Division.
 - Review and amend confined space inventory on an annual basis.
 - Continue training of all Utilities Division staff as required.

Goal #2: Improve service delivery across all areas of Public Works Operations.

- ❖ Identify and repair structural defects in the Village's water distribution system.
 - Map and report all structural defects in water distribution system on Village's GIS.
 - Develop a five-year Capital Improvement Plan to address structural defects, including in-house repairs.
- ❖ Maintain water quality through seasonal adjustments and programs.
 - Continue annual fire hydrant flushing program.
 - Ensure staff is appropriately trained on all sampling procedure.

Goal #3: Develop Policies and Procedures to improve fiscal responsibility in all areas of Public Works.

- ❖ Utilities Division will ensure all drinking water, billing and pumpage is accounted for.
 - Reconciliation of water purchased and water billed undertaken at mid-year review.
 - Monthly reconciliation/tracking of purchased/billed water and notify Public Works Director and Admin Services Manager of any anomalies.

ENGINEERING DIVISION

Goal # 1: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Identify and Investigate all reported flooding locations
 - Ensure all flooding locations are reported on Public Works database at the time they occur.
 - Investigate, analyze and recommend both short-term and long-term solutions to flooding incidents.
 - Develop a five-year Capital Improvement Plan to address flooding incidents, including in-house projects/repairs.
 - Develop a weekly/monthly/annual inspection and maintenance program for the Village's storm water system.
- ❖ Ensure all construction sites are being maintained in a safe manner to the public.
 - Carryout as a minimum, weekly inspections of all construction sites and ensure compliance to developed checklist.
- ❖ Develop set of Engineering Standards for all Engineering Projects undertaken in the Village.
 - Develop and finalize AutoCAD engineering standards to be used in all engineering projects, to be approved by the Board.
 - Post approved Engineering Standards on Village website, to allow for easy access for public and developer.
 - Provide Engineering Standards packet to Community Development to be handed out to all applicants of larger engineering projects.

Goal #2: Identify Potentially Impacted Property (PIP) sites within the Village.

- ❖ Ensure PIP sites are added to Village Geographic Information Systems (GIS).
 - Assistant Village Engineer will utilize all known available databases to determine PIP sites within Village limits.
 - Direct GIS consultants in implementing map additions and supporting documents.
 - Create new layers for Village staff to easily identify PIPs throughout the Village.

FLEETS MAINTENANCE DIVISION

Goal #1: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Ensure Standard Operating Procedures and Best Management Practices are in place

and implemented for all operations in the Fleets Division.

- Train all staff on Best Management Practices and Standard Operating Procedures for division including monthly safety meetings.
- Review accident records for the last 4 years and ensure Best Management Practices and Standard Operating Procedures address any shortfalls in operations.
- Ensure monthly/annual safety checks of internal equipment and procedures are undertaken and documented.
- ❖ Provide an efficient Fleet that is safe and in good working order for the other departments and divisions.
 - Provide and maintain all necessary safety equipment on board vehicles, including up to date first aid kits.
 - Repetitive, returned vehicles are investigated and resolved by Lead Mechanic on occurrences of 2 or more within a 14-day period.
- ❖ Support Snow & Ice Operations.
 - Ensure calibration of salt and calcium chloride is undertaken on all snow removal vehicles by end of October.

Goal # 2: Ensure all tools and equipment are in good working order, kept current and up to date, and a program of replacement is developed.

- Develop a checklist of all equipment with categories of excellent, good, fair or poor.
- Assign one staff member to perform a weekly inspection of Fleets Division owned tools and equipment to include condition.
- Prioritize repairs and replacement of equipment.
- Develop a five-year plan of larger purchases (>\$1000.00) within the Fleets Division.

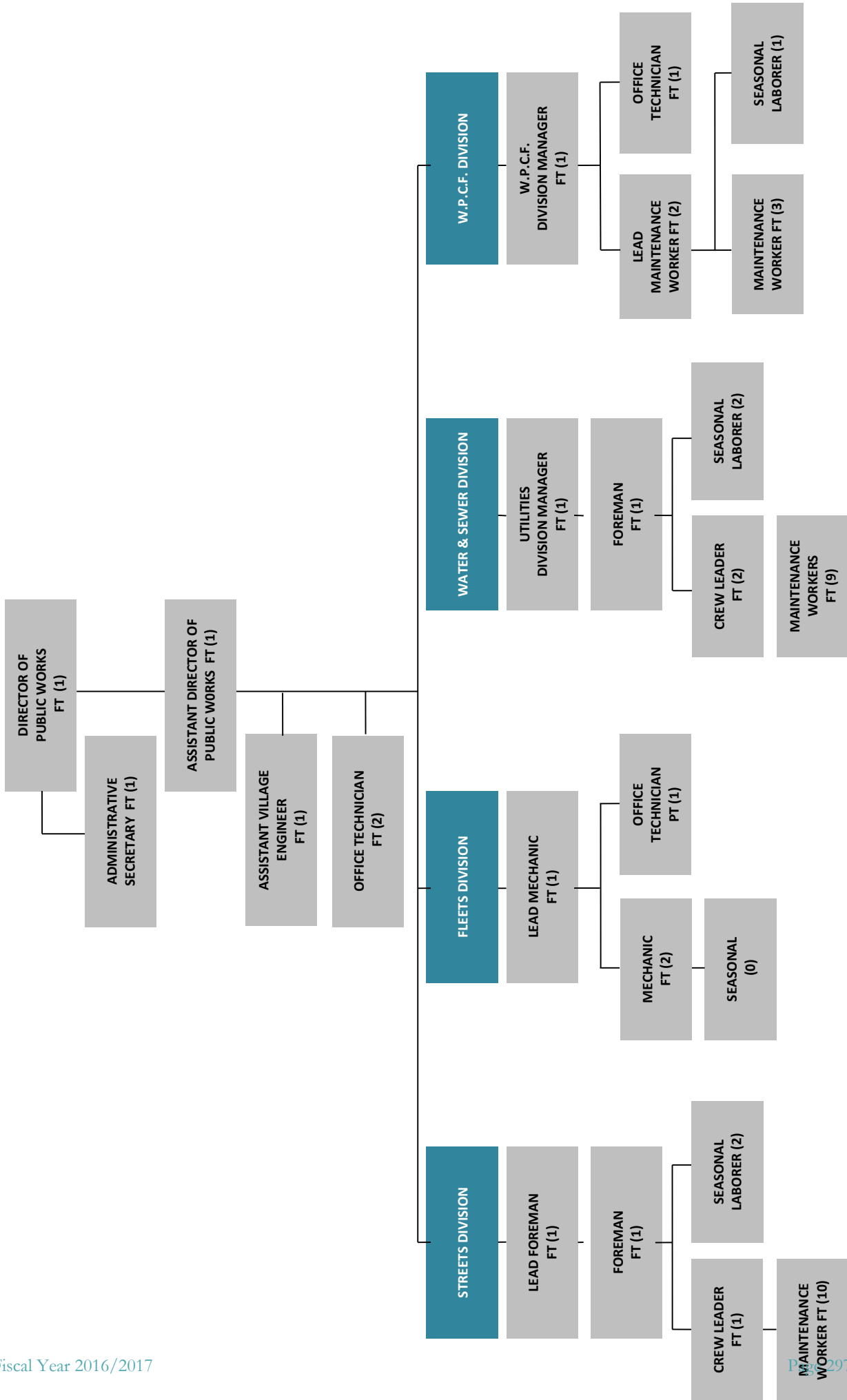
Goal #3: Develop Policies and Procedures to improve fiscal responsibility in all areas of Public Works.

- ❖ Execute the annual budget responsibly.
 - Monitor and control overtime.
 - Price shop on parts and inventory to ensure competitive pricing.
 - ❖ Recycle and lower carbon footprints while controlling costs.
 - Increase time between oil & fluid changes.
- Recycle antifreeze and continue recycling of batteries, engine oil and brake fluid.

FY 2016 / 2017

VILLAGE OF GLENDALE HEIGHTS

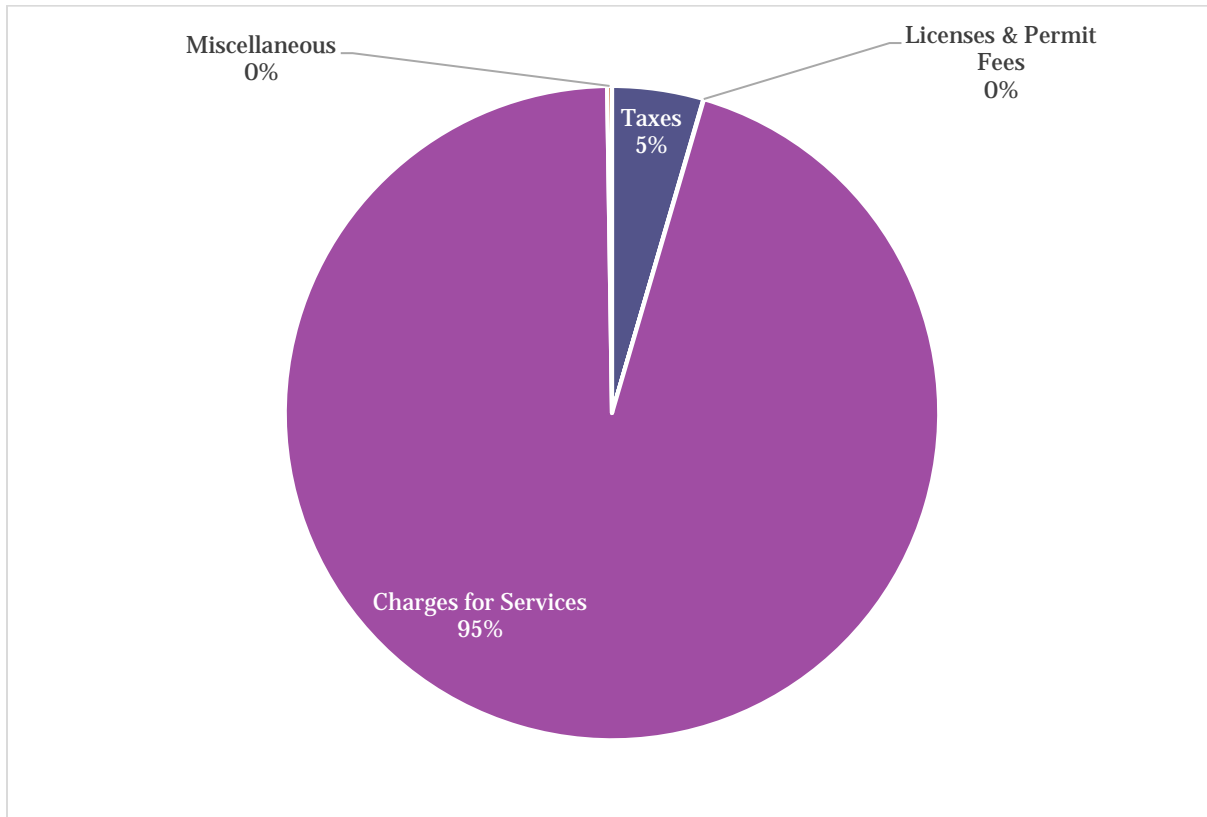
PUBLIC WORKS



The department of Public Works is organized into four divisions: Street, Water & Sewer, Fleet Maintenance and Water Pollution Control Facility. Each division is under the direct supervision of the Director of Public Services who is accountable for the sound management of the department and for the effectiveness of each operational element and for the administrative support of each function within the department. Total number of employees: 42 Full-Time, 1 Part-Time, 5 Seasonal.

ENVIRONMENTAL SERVICE FUND: REVENUE

PERCENTAGES OF OPERATING REVENUES



CHARGES FOR SERVICES

Charges for Services is the primary source of revenue for the Environmental Services Fund, accounting for 95.66% of its share. The revenue generated by Charges for Services is 100% tied to the water used by the Village's Residents and Commercial accounts. The Village has an agreement to purchase all of the Village's water source from the DuPage Water Commission.

On May 1, 2016 the Village implemented the first rate decrease increase to all customers for water use in an amount of .05¢ per thousand gallons. The rate decrease is a direct result of the actual cost of water purchased by the Village from the DuPage Water Commission that will be charged. The overall scheduled increases to the Village by the DuPage Water Commission are as follows:

January 1, 2013 – .59¢ per thousand gallons
 January 1, 2014 – .65¢ per thousand gallons
 January 1, 2015 – .71¢ per thousand gallons
 May 1, 2014 – .19¢ per thousand gallons
 May 1, 2015 – .82¢ per thousand gallons
 May 1, 2016 – (.05¢) per thousand gallons

RESIDENTIAL WATER RATES Effective May 1, 2016 (P/TH GALLONS)	
Cost Allocation	Rate (Per Month)
Water	\$4.80
Local Water Delivery	\$2.53
Sewer	\$4.48
Sewer Debt	\$7.50 (Flat Rate)
Capital Infrastructure Fee	\$1.50 (Flat Rate)
TOTAL AVG. COST OF WATER BILL AT 7.5 TH	\$97.58

The Water Rates are set in order to cover the cost to purchase the water supplied to the Village's Residents and Commercial properties, the operational demands of running a water, sewer, and waste water treatment facility, as well as, provide funding for ongoing and unforeseen capital costs needed to sustain and provide high levels of sanitation to the water, sewer, and waste water treatment infrastructure.

LICENSES & PERMIT FEES

Whenever a new resident or business wishes to tap onto our water and sewer system, the Village charges a permit fee.

The RPZ Fee (Reduce Pressure Zone) is a charge to all customers that have a backflow prevention device installed on a private water service and requires annual testing and permitting.

MISCELLANEOUS REVENUE

Penalties are charges to accounts that are paid late and are categorized as miscellaneous revenue. The Village bills monthly, aiming to lessen the burden of the water utility. In order to influence prompt payment, the Village has a strict payment policy and implements a late payment fee for all bills paid more than one day late. Each month, if the account continues to be delinquent, the Village increases its leverage in collecting on the past due account by shutting off the water flow to the residence or commercial property. Though the Village receives revenue from late payment accounts, the Village strives to offer its residents the best and latest technology for payment to encourage timely payments. This revenue is based off of the number of accounts that are delinquent, the amount of debt outstanding, and the current water rates.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501	1510	411	16	13	R		WATER TAX				500,000.00	0.00%
501	1510	421	19	25	R		WATER PERMIT FEES	120.00	160.00	4,050.00	160.00	0.00%
501	1510	421	19	26	R		SEWER PERMIT FEES	600.00	480.00	10,700.00	480.00	0.00%
501	1510	421	19	27	R		LICENSE AND PERMIT FEES	3,260.00	2,300.00	2,928.00	2,300.00	0.00%
501	1510	441	25	12	R		TOWER RENTAL				87,242.00	0.00%
501	1510	441	26	10	R		WATER & SEWER RECEIPTS	9,531,740.85	9,975,020.00	9,913,090.17	9,911,200.00	-0.64%
501	1510	441	26	11	R		LATE PENALTY FEES	280,026.79	299,250.00	291,863.85	300,000.00	0.25%
501	1510	441	26	13	R		WATER TAP IN FEES	10,750.00	14,850.00	14,300.00	22,850.00	53.87%
501	1510	441	26	14	R		WATER METER SALES	6,712.35	16,622.00	13,817.10	16,622.00	0.00%
501	1510	441	26	16	R		SEWER RODDING FEES	13,513.40	10,000.00	12,210.00	11,950.00	19.50%
501	1510	441	26	17	R		SEWER EXCAVATION FEES	20,700.00	16,200.00	24,700.00	16,200.00	0.00%
501	1510	441	26	18	R		SEWER TAP IN FEES		8,800.00	7,690.00	17,600.00	100.00%
501	1510	441	26	20	R		CAPITAL INFRASTRUCT FEE				167,544.00	0.00%
501	1510	441	26	51	R		NSF-FEE	1,220.00	1,200.00	2,264.00	1,500.00	25.00%
501	1510	461	30	10	R		INTEREST INCOME	556.96	650.00	216.75	100.00	-84.62%
501	1510	481	43	10	R		FEDERAL GRANTS		100,000.00	100,000.00		-100.00%
501	1510	481	43	11	R		STATE OF IL.	47,170.98	5,829.00	6,178.00		-100.00%
501	1510	481	70	10	R		CASH (OVER) & SHORT	-8.91		-71.45		0.00%
501	1510	481	71	11	R		(GAIN)&LOSS SALES VIL.PRO			-12,698.05		0.00%
501	1510	481	89	10	R		MISCELLANEOUS INCOME	76,872.54	17,000.00	52,046.99	26,200.00	54.12%
501	1510	491	93	1	R		TRANSFER FROM-VEHICLE REP		20,000.00	20,000.00		-100.00%
Total								9,993,234.96	10,488,361.00	10,463,285.36	11,081,948.00	5.66%

ENVIRONMENTAL SERVICE FUND: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Works Department provides services to 34,208 residents, 8 industrial parks, and various commercial enterprises in 6 political districts. Policy leadership is provided by the Village President with the advice and consent of six Village Board Members. The office of the Village Administrator oversees that the Public Works Department is effectively translating the policy into programs and services. The Public Works staff performs service and projects that many times are vital life sustaining necessities. Although the majority of services are by design and subtly delivered, they form the foundation for many of the basic needs that improve the quality of life for all Village residents.

Vision: We want our customers to call us because they know we will provide efficient timely service.

Mission: Our mission is to enhance our customers' lives by providing them services that often surpass their basic needs.

Essential Functions

Administration - Facilitates leadership, direction, and coordination of services as the executive management partner.

Engineering – Providing engineering services to consultants, contractors, and other departments in the Village.

Utilities - Potable water distribution, sanitary sewer collection, and transmission for over 8,800 customers.

Fleet Maintenance - Provides the Utilities and WPCF divisions with safe vehicles and equipment; appropriate for their use that are economical, dependable, and environmentally sound to operate.

Water Pollution Control Facility - Provide the final collection and treatment of a daily average of 3.5 Million Gallons per Day (MGD) of wastewater, reaching peaks of 32 MGD in rainstorm conditions.

Service Standards

The Public Works team takes pride in its track record of quality first service. Acquiring customer feedback, using self-assessments and other benchmarking tools, the department maintains a clear picture of business advantages, private sector competition, and a comparison of service levels with neighboring communities. In recent years, the department is recognized

for its exemplary Snow & Ice Control Program, an unparalleled Sanitary Sewer Line Repair Program, surpassing waste water discharge standards, and modernizing and standardizing its municipal fleet, while annually completing millions of dollars in capital projects.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501	1510	811	10	10	E		F-TIME & REG.PART TIME	133,797.19	99,236.00	99,434.69	102,855.00	3.65%
501	1510	811	15	10	E		FICA-EMPLOYER	7,580.05	6,153.00	5,362.24	6,377.00	3.64%
501	1510	811	16	14	E		TRAVEL, MEETING & CONF.		500.00		200.00	-60.00%
501	1510	811	16	15	E		TRAINING & SEMINARS	1,280.19	1,500.00	40.00	800.00	-46.67%
501	1510	811	16	16	E		MEDICARE-EMPLOYER	1,858.37	1,439.00	1,400.20	1,491.00	3.61%
501	1510	811	21	10	E		AUDITING	15,736.00	13,000.00	12,150.00	13,000.00	0.00%
501	1510	811	21	11	E		LEGAL	840.00		6,403.33		0.00%
501	1510	811	21	14	E		ENGINEERING	3,000.00	20,000.00	2,833.05	5,000.00	-75.00%
501	1510	811	24	12	E		PRINTING & BINDING		950.00	56.75	575.00	-39.47%
501	1510	811	31	17	E		POSTAGE		100.00		100.00	0.00%
501	1510	811	37	99	E		MISCELLANEOUS SUPPLIES	305.56	500.00	107.96		-100.00%
501	1510	811	51	10	E		TELEPHONE	4,984.28	7,200.00	5,504.77	7,200.00	0.00%
501	1510	811	51	12	E		CELLULAR PHONE	1,418.49	1,767.00	616.33	900.00	-49.07%
501	1510	811	51	14	E		NATURAL GAS	5,730.34	9,000.00	3,392.89	7,000.00	-22.22%
501	1510	811	52	10	E		LEASES-EQUIPMENTS	2,603.97	3,000.00	2,611.62	3,500.00	16.67%
501	1510	811	56	14	E		PUBLIC WORKS FACILITIES	13,600.15				0.00%
501	1510	811	62	10	E		MEMBERSHIP DUES		500.00		500.00	0.00%
501	1510	811	69	78	E		BANK FISCAL CHARGES	27,750.34	38,000.00	33,025.23	38,000.00	0.00%
501	1510	811	69	90	E		BAD DEBTS	-67,092.40		4,625.00		0.00%
501	1510	811	69	91	E		DEPRECIATION EXPENSE	1,293,976.81		1,342,982.87		0.00%
501	1510	911	81	20	E		METER PURCH NEW DEVELOPM					0.00%
501	1510	911	84	99	E		OTHER FURNITURE & FIXTURE	149.99	2,600.00	774.09	350.00	-86.54%
501	1510	981	93	1	E		TRANSFER TO-VEHICLE REP	124,197.55	47,000.00	47,000.00		-100.00%
501	1510	981	93	2	E		TRANSFER TO-COMPUTER REP				875.00	0.00%
501	1510	981	94	1	E		TRANSFER TO-DEBT SERVICE	579,896.00	580,000.00	580,000.00	578,428.00	-0.27%
501	1510	981	94	2	E		TRANSFER TO-LIABILITY INS	115,000.00	120,000.00	120,000.00	120,000.00	0.00%
Total								2,266,612.88	952,445.00	2,268,321.02	887,151.00	-6.86%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Travel, Meeting & Conference decrease by 60% by taking advantage of free or less costly training

- ❖ Training & Seminars decrease costs by 46% by taking advantage of free or less costly training

Purchased Services

- ❖ Engineering decrease by 75% due to one-time SCADA project
- ❖ Printing & Binding decrease by 39% by sharing cost of updating Sidwell with General Fund Administration budget
- ❖ Miscellaneous Supplies decrease by 100% due to one-time computer upgrade charge
- ❖ Cellular Phone decrease of 49% to reflect annual cost of cellular phones
- ❖ Natural Gas decrease by 22% to reflect annual costs of natural gas
- ❖ Lease – Equipment increased by 16% to reflect costs associated with copier lease/rental

ENVIRONMENTAL SERVICE FUND: WATER SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This Water Services division is responsible for the operation and maintenance of the water distribution system, which involves all storage tanks, pumping stations and standby well supplies. Lake Michigan water is supplied to 34,208 residents through 76 miles of water mains. While pumping an average of 2.7 million gallons of water daily, the system has the capacity to pump 6.2 million gallons daily.

This division proudly provides top quality municipal water service to customers by operating and maintaining water supply facilities in accordance with local, state, and federal requirements to ensure the availability of a plentiful and reliable water supply.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501	1512	812	10	10	E		F-TIME & REG.PART-TIME	442,787.21	469,725.00	464,439.19	464,731.00	-1.06%
501	1512	812	10	98	E		TEMPORARY HELP	7,927.88	9,500.00	8,049.94	14,500.00	52.63%
501	1512	812	10	99	E		OVERTIME PAY	29,431.95	30,000.00	27,206.03	30,000.00	0.00%
501	1512	812	15	10	E		FICA-EMPLOYER	28,918.61	31,572.00	30,205.60	31,572.00	0.00%
501	1512	812	16	14	E		TRAVEL, MEETING & CONF.	-53.51	900.00	791.77	1,200.00	33.33%
501	1512	812	16	15	E		TRAINING & SEMINARS	6,339.00	10,500.00	8,577.56	9,000.00	-14.29%
501	1512	812	16	16	E		MEDICARE - EMPLOYER	6,763.46	7,384.00	7,064.36	7,384.00	0.00%
501	1512	812	21	11	E		LEGAL	6,358.33	8,500.00	5,032.00	15,000.00	76.47%
501	1512	812	21	14	E		ENGINEERING	23,962.00	5,000.00		15,000.00	200.00%
501	1512	812	22	16	E		PUBLIC WORKS-WATER	14,391.36	14,000.00	8,254.00	9,000.00	-35.71%
501	1512	812	23	10	E		DEBRIS REMOVAL	17,367.99	18,000.00	5,549.13	15,000.00	-16.67%
501	1512	812	24	12	E		PRINTING & BINDING	924.28	2,300.00	1,055.41	2,300.00	0.00%
501	1512	812	24	13	E		CONTRACTUAL SERVICES	57,658.92	125,251.00	42,780.64	117,830.00	-5.92%
501	1512	812	24	32	E		SOFTWARE SUPPORT & MAINT	2,775.89	2,700.00	1,617.45	7,700.00	185.19%
501	1512	812	31	99	E		MISCELLANEOUS OFFICE SUPL	290.22	500.00	313.36	500.00	0.00%
501	1512	812	34	13	E		LANDSCAPING SUPPLIES	4,507.79	6,500.00	3,745.95	5,000.00	-23.08%
501	1512	812	34	15	E		MATERIALS	18,339.43	26,000.00	25,837.42	26,000.00	0.00%
501	1512	812	37	10	E		UNIFORMS	3,110.49	3,500.00	2,237.10	3,500.00	0.00%
501	1512	812	37	11	E		CHEMICALS		300.00	220.52	300.00	0.00%
501	1512	812	37	80	E		GAS & FUEL	18,564.32	20,000.00	13,729.55	15,000.00	-25.00%
501	1512	812	37	81	E		OPERATIONAL SUPPLIES	37,485.55	54,500.00	54,714.42	74,500.00	36.70%
501	1512	812	37	99	E		MISCELLANEOUS SUPPLIES	4,526.95	6,000.00	5,757.20	6,000.00	0.00%
501	1512	812	39	15	E		OPERATIONAL EQUIPMENT	2,321.66	3,000.00	2,075.53	5,000.00	66.67%
501	1512	812	51	11	E		PAGER	447.96	450.00	386.55		-100.00%
501	1512	812	51	12	E		CELLULAR PHONE	544.72	750.00	439.29	580.00	-22.67%
501	1512	812	51	13	E		ELECTRICITY	49,077.20	50,000.00	47,287.69	40,000.00	-20.00%
501	1512	812	51	16	E		LAKE MICH. WATER	3,763,252.57	4,461,253.00	4,133,805.35	3,936,000.00	-11.77%
501	1512	812	51	17	E		LAKE MICH. WATER-DEBT	231,026.88				0.00%
501	1512	812	52	11	E		RENTALS-EQUIPMENTS		600.00		2,000.00	233.33%
501	1512	812	57	18	E		INFRASTRUCTURE MAINT	3,544.51	3,000.00	1,542.19	6,000.00	100.00%
501	1512	812	57	19	E		TANK MAINTENANCE	21.04	250.00	209.19	250.00	0.00%
501	1512	812	62	10	E		MEMBERSHIP DUES	387.00	750.00	296.00	750.00	0.00%
501	1512	812	81	99	E		PY ADJ OF CAPITAL OUTLAY			-257,821.00		0.00%
501	1512	911	81	14	E		PUBLIC WORKS-WATER	25,865.91	95,000.00	51,104.55	97,200.00	2.32%
501	1512	911	87	10	E		INFRASTRUCTURE-WATER	150,314.68	440,278.00	134,262.00	701,476.00	59.33%
Total								4,959,182.25	5,907,963.00	4,830,765.94	5,660,273.00	-4.19%

FY 2016/17 BUDGET HIGHLIGHTS:

UTILITIES - WATER SERVICES

Personnel Services

- ❖ Temporary help increase by 52% due to skilled seasonal position
- ❖ Travel, meetings & conferences increase by 33% due to manager attendance at conference
- ❖ Training & Seminars decrease by 14% due to staff being confined space trainers and can train in house

Professional Services

- ❖ Legal costs increase by 76% due to new capital projects
- ❖ Engineering costs increase by \$10,000 due to SCADA optimization plan

Contractual Services

- ❖ Public Works – Water decrease cost by 35% due to reduced sampling and monitoring
- ❖ Debris Removal decrease costs by 16% due to new contract

Purchased Services

- ❖ Software Support and Maintenance increase by \$5,000 due to 50% SCADA contract support

Materials & Supplies

- ❖ Landscaping Materials decrease by 23% due to fewer anticipated excavations
- ❖ Operational supplies increase by 50% due to number of replacement MXU's to increase from FY16
- ❖ Gas and Fuel decrease by 25% due to lower pricing per gallon
- ❖ Operational Equipment increase by 66% due to additional trench support equipment
- ❖ Infrastructure Maintenance increase by 100% due to increased building repairs

Purchased Services

- ❖ Cellular phone decrease by 46% due to reallocation of funds
- ❖ Electricity decrease by 20% due to anticipated lower usage
- ❖ Rental Equipment increase by \$1,400 due to anticipated in-house water main project

Capital Outlay

- ❖ Infrastructure-water increase by 59% due to new capital projects

ENVIRONMENTAL SERVICE FUND: SEWER SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Sewer Services division is responsible for the maintenance of 83 miles of sanitary sewer collection and eight lift stations. This division aims to provide outstanding municipal wastewater collection service to customers by developing, operating, and maintaining wastewater pumping stations, gravity sewers, service lines, and force mains in accordance with local, state, and federal requirements. This division also provides a sanitary sewer service program which assists homeowners who may be experiencing sanitary sewer line problems.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501	1513	911	10	10	E	F-TIME & REG.PART-TIME	554,379.78	592,725.00	580,319.33	536,414.00	-9.50%
501	1513	813	10	98	E	TEMPORARY HELP	10,672.00	7,000.00		8,500.00	21.43%
501	1513	813	10	99	E	OVERTIME PAY	32,768.56	35,000.00	27,812.20	30,000.00	-14.29%
501	1513	813	15	10	E	FICA-EMPLOYER	35,916.12	40,049.00	36,522.69	35,645.00	-11.00%
501	1513	813	16	15	E	TRAINING & SEMINARS	6,408.00	6,500.00	2,895.00	5,500.00	-15.38%
501	1513	813	16	16	E	MEDICARE - EMPLOYER	8,399.37	9,367.00	8,541.43	8,336.00	-11.01%
501	1513	813	16	31	E	EMPLOYEE SEVERANCE PAY		11,230.00			-100.00%
501	1513	813	21	11	E	LEGAL	2,047.50	12,000.00	9,373.33	18,000.00	50.00%
501	1513	813	21	14	E	ENGINEERING	46,926.19	216,996.00	80,577.84	170,000.00	-21.66%
501	1513	813	23	10	E	DEBRIS REMOVAL	13,952.81	15,000.00	5,771.12	10,000.00	-33.33%
501	1513	813	24	13	E	CONTRACTUAL SERVICES	66,104.25	68,800.00	48,092.89	43,200.00	-37.21%
501	1513	813	24	32	E	SOFTWARE SUPPORT & MAINT					0.00%
501	1513	813	24	33	E	NORTH AVE EMERG REPAIRS	114,806.92	44,719.00	39,339.84		-100.00%
501	1513	813	31	99	E	MISCELLANEOUS OFFICE SUPL	235.03	300.00	85.77	500.00	66.67%
501	1513	813	34	13	E	LANDSCAPING SUPPLIES	3,530.51	4,000.00	3,622.95	4,000.00	0.00%
501	1513	813	34	15	E	MATERIALS	10,968.38	13,500.00	13,381.88	10,000.00	-25.93%
501	1513	813	37	10	E	UNIFORMS	3,219.94	4,000.00	2,245.26	4,000.00	0.00%
501	1513	813	37	11	E	CHEMICALS	9,000.00	9,000.00	8,363.77	10,000.00	11.11%
501	1513	813	37	80	E	GAS & FUEL	25,737.81	25,000.00	15,991.90	20,000.00	-20.00%
501	1513	813	37	81	E	OPERATIONAL SUPPLIES	1,272.72	4,500.00	2,688.88	27,500.00	511.11%
501	1513	813	37	82	E	PRIVATE EXCAVATION SUPPLI	16,425.07	15,000.00	12,780.51	15,000.00	0.00%
501	1513	813	37	99	E	MISCELLANEOUS SUPPLIES	3,539.14	4,000.00	3,847.16	4,000.00	0.00%
501	1513	813	39	15	E	OPERATIONAL EQUIPMENT	10,717.34	10,500.00	8,251.24	6,000.00	-42.86%
501	1513	813	51	11	E	PAGER	447.96	500.00	386.55		-100.00%
501	1513	813	51	12	E	CELLULAR PHONE	548.87	520.00	435.12	580.00	11.54%
501	1513	813	51	13	E	ELECTRICITY	28,570.08	30,900.00	23,401.41	25,000.00	-19.09%
501	1513	813	51	14	E	NATURAL GAS	726.58	1,200.00	708.77	1,200.00	0.00%
501	1513	813	52	11	E	RENTALS-EQUIPMENTS		1,000.00		1,000.00	0.00%
501	1513	813	69	90	E	BAD DEBT EXPENSE			-38,553.29		0.00%
501	1513	911	81	15	E	PUBLIC WORKS-SEWER	35,001.44	75,000.00		15,000.00	-80.00%
501	1513	911	87	11	E	INFRASTRUCTURE-SEWER		380,000.00	1,390.00	550,000.00	44.74%
Total							1,042,322.37	1,638,306.00	898,273.55	1,559,375.00	-4.82%

FY 2016/17 BUDGET HIGHLIGHTS

UTILITIES - SEWER SERVICES

Personnel Services

- ❖ Temporary help increase by 21% due to utilizing seasonal staff
- ❖ FICA-Employer decrease by 15% and Medicare-Employer of 15% due to personnel changes
- ❖ Training decrease by 15% due to employees being trainers for confined space
- ❖ Employee Severance decrease by 100% due to employee retirement

Purchased Services

- ❖ Legal increase cost by 50% due to new capital projects
- ❖ Engineering decrease by 21% due to new capital projects
- ❖ Debris Removal decrease by 33% due to new contract
- ❖ Electricity decrease by 19% due to projected decrease in usage
- ❖ Contractual Services decrease by 37% due to completed emergency project in midyear budget FY15
- ❖ Cellular Phone decrease by 23% due to reallocation of funds

Materials & Supplies

- ❖ Office Supplies increase by 66% due to plotter paper and ink
- ❖ Gas and Fuel decrease by 20% due to lower pricing per gallon
- ❖ Operational Supplies decrease by \$23,000 due to new projects
- ❖ Operational Equipment decrease by 42% due to the purchase of new equipment

Capital Outlay

- ❖ Public Works Sewer decrease by 80% due to purchase of new equipment in FY16
- ❖ Infrastructure - Sewer increase by 44% due to new capital projects

ENVIRONMENTAL SERVICE FUND: WASTE WATER TREATMENT SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Waste Water Treatment Services division is responsible for the operation and maintenance of the Village's Water Pollution Control Facility (WPCF). Though not as visible as other public services, the wastewater treatment process is one of the most fundamental daily responsibilities. The facility normally processes 3.5 Million Gallons per Day (MGD) of wastewater, but is designed to process an average daily flow of 5.26 MGD and maximum daily flow of 10.52 MGD. The facility is also designed to process an additional 21 MGD of Excess Flow during wet weather/rain conditions. The facility is permitted by the Illinois Environmental Protection Agency (IEPA), to discharge treated wastewater to the East Branch of the DuPage River. The treated wastewater is actually cleaner than the receiving stream water! Biosolids or sludge produced by the facility is land applied on farm fields as fertilizer, to aid in preserving a clean environment. The staff team works very diligently to keep the plant at peak performance and be a good neighbor. Odor control is always a top priority and part of all operation and maintenance decisions.

The Illinois Association of Water Pollution Control has been presenting awards to deserving facilities for 65 years. Nominees are presented to the Association by the Illinois Environmental Protection Agency. Facilities that provide exceptional service to their community as well as the wastewater community are recognized for their efforts with a nomination for Plant of the Year Award. In 2013, the Glendale Heights Treatment Facility was nominated along with 4 other Group 1 Facilities for Plant of the Year. This is a State-wide Award and encompasses over 200 Group 1 Facilities. On April 17, 2013 at the Annual IAWPCO banquet in Springfield Illinois, Glendale Heights was selected as the Plant of the Year. This is the first time WPCF has won such an Award and the Village is extremely proud of the WPCF staff for their efforts.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015	FY 2016	FY 2016	FY 2017	%
TYPE							ACTUAL	BUDGET	ACTUAL	BUDGET	Change
DESCRIPTION											
501	1514	814	10	10	E	F-TIME & REG.PART-TIME	511,162.30	515,326.00	510,129.82	520,621.00	1.03%
501	1514	814	10	98	E	TEMPORARY HELP	2,477.52	2,300.00	2,052.20	5,000.00	117.39%
501	1514	814	10	99	E	OVERTIME PAY	16,229.69	20,000.00	16,064.72	20,000.00	0.00%
501	1514	814	15	10	E	FICA-EMPLOYER	33,086.20	33,333.00	32,017.47	34,418.00	3.26%
501	1514	814	16	14	E	TRAVEL, MEETING & CONF.		300.00		300.00	0.00%
501	1514	814	16	15	E	TRAINING & SEMINARS	4,420.53	5,500.00	5,064.00	8,400.00	52.73%
501	1514	814	16	16	E	MEDICARE EMPLOYER	7,737.78	7,796.00	7,487.85	8,049.00	3.25%
501	1514	814	21	11	E	LEGAL SERVICES	4,388.75	5,000.00	7,104.00	10,000.00	100.00%
501	1514	814	21	14	E	ENGINEERING	24,310.37	61,300.00	27,673.28	73,000.00	19.09%
501	1514	814	22	18	E	PUBLIC WORKS-W.TREATMENT	9,110.42	15,650.00	9,249.89	19,250.00	23.00%
501	1514	814	23	11	E	SLUDGE REMOVAL	93,062.37	105,500.00	100,379.28	115,000.00	9.00%
501	1514	814	24	12	E	PRINTING & BINDING		1,000.00	14.50	300.00	-70.00%
501	1514	814	24	32	E	SOFTWARE SUPPORT & MAINT	2,423.39	9,000.00	4,976.25	25,000.00	177.78%
501	1514	814	31	99	E	MISCELLANEOUS OFFICE SUPL	242.89	500.00	113.32	500.00	0.00%
501	1514	814	37	10	E	UNIFORMS	2,988.50	3,150.00	2,900.98	3,150.00	0.00%
501	1514	814	37	11	E	CHEMICALS	30,960.39	36,650.00	36,575.58	36,650.00	0.00%
501	1514	814	37	12	E	LAB SUPPLIES	5,308.75	6,000.00	4,383.56	6,000.00	0.00%
501	1514	814	37	80	E	GAS & FUEL	1,817.73	1,500.00	563.81	2,000.00	33.33%
501	1514	814	37	81	E	OIL & GREASE	498.05	1,000.00	890.65	1,000.00	0.00%
501	1514	814	37	99	E	MISCELLANEOUS SUPPLIES	3,853.63	3,500.00	2,675.99	3,500.00	0.00%
501	1514	814	39	99	E	OTHER OPERATING EQUIPMENT	2,961.84	3,000.00	2,059.15	2,000.00	-33.33%
501	1514	814	51	10	E	TELEPHONE	1,383.38	2,600.00	1,669.39	2,600.00	0.00%
501	1514	814	51	11	E	PAGER	482.36	600.00	475.64		-100.00%
501	1514	814	51	12	E	CELLULAR PHONE	1,026.24	1,200.00	905.66	1,200.00	0.00%
501	1514	814	51	13	E	ELECTRICITY	229,280.52	228,000.00	180,758.67	220,000.00	-3.51%
501	1514	814	51	14	E	NATURAL GAS	9,357.59	11,000.00	4,871.28	11,000.00	0.00%
501	1514	814	52	10	E	LEASES-EQUIPMENTS	1,746.22	2,300.00	1,686.48	2,300.00	0.00%
501	1514	814	53	19	E	PUBLIC WORKS-W.TREATMENT	53,709.76	52,500.00	47,820.32	55,300.00	5.33%
501	1514	814	56	16	E	PUBLIC WORKS-W.TREATMENT	1,374.27	13,500.00	13,372.45	1,500.00	-88.89%
501	1514	814	62	10	E	MEMBERSHIP DUES	9,331.00	12,040.00	11,651.43	12,440.00	3.32%
501	1514	814	69	60	E	N.P.D.E.S. FEE (IL.STATE)	32,500.00	32,500.00	32,500.00	32,500.00	0.00%
501	1514	911	81	19	E	PUBLIC WORKS-W.TREATMENT	42,300.00	78,300.00	75,828.02	46,075.00	-41.16%
Total							1,139,532.44	1,271,845.00	1,143,915.64	1,279,053.00	0.57%

FY 2016/17 BUDGET HIGHLIGHTS:

WPCF

Personnel Services

- ❖ Temporary help increase of \$2,700 due to anticipated increase in hours worked
- ❖ Training & Seminars increase of 53% due to certification requirements

Professional Services

- ❖ Engineering increase of 100% due to new capital projects from the IEPA permitting requirements
- ❖ Legal Services increase of 19% due to new capital projects from the IEPA permitting requirements

Purchased Services

- ❖ Software support increase of \$16,000 due to computer and server replacement
- ❖ Printing and Binding decrease of 70% due to reduction in publications
- ❖ Public Works – W. Treatment increase of 23% due to IEPA required lab testing

Materials & Supplies

- ❖ Increase in Oil & Grease costs due to replenishing of inventory
- ❖ Operating Equipment decrease of 33% due to restocking of safety equipment last year
- ❖ Pager decrease by 100% as staff will no longer carry pagers as per Union Contract.
- ❖ Gas & Fuel decrease due to expected reduction in per gallon cost

Repair & Maintenance

- ❖ Public Works – W. Treatment decrease of 41% due to building improvements completed last year

ENVIRONMENTAL SERVICE FUND: FLEETS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Fleets Division is committed to providing municipal fleet repair and maintenance to Village-owned vehicles and equipment to ensure the availability of a long-lasting, reliable, and cost effective fleet, emphasizing on minimizing effects on the environment.

This division provides these services to approximately 232 pieces of Village owned vehicles and equipment. Roughly 25 pieces are clean air units. The services provided to our respective divisions include preventive maintenance, repair services, fabrication services, new vehicle specification, purchasing, salvage, product support and training.

The Fleets Division employs highly trained technicians that have the experience and expertise to provide all of these services. The fleets' garage has 7 working service bays, and 5 lifts.

The Fleets division is committed to investigating future options in transportation, alternative fuels and cleaner running vehicles.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501	1515	811	10	10	E		F-TIME & REG.PART TIME	77,939.40	110,567.00	111,495.75	122,084.00	10.42%
501	1515	811	10	99	E		OVERTIME PAY	949.80	1,000.00	519.28	1,000.00	0.00%
501	1515	811	15	10	E		FICA-EMPLOYER	4,305.26	6,917.00	6,518.64	7,631.00	10.32%
501	1515	811	16	15	E		TRAINING & SEMINARS	499.00	500.00	491.00	500.00	0.00%
501	1515	811	16	16	E		MEDICARE-EMPLOYER	1,006.74	1,618.00	1,524.40	1,785.00	10.32%
501	1515	811	21	18	E		COMPUTER SOFTWARE	6,685.00	3,400.00	2,130.00	4,100.00	20.59%
501	1515	811	32	14	E		COMPUTER SOFTWARE	274.50	745.00	745.00		-100.00%
501	1515	811	37	10	E		UNIFORM/PPE	340.95	350.00	350.00	350.00	0.00%
501	1515	811	37	98	E		MISC. INVENTORY SUPPLIES	24,060.32	25,000.00	22,613.40	31,000.00	24.00%
Total								116,060.97	150,097.00	146,387.47	168,450.00	12.23%

FY 2015/16 BUDGET HIGHLIGHTS FLEETS

Materials & Supplies

- ❖ Misc. Inventory Supplies increase costs by 24% as major vehicle updates/ repairs are scheduled for FY17

ENVIRONMENTAL SERVICE FUND: ENGINEERING

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Engineering Division will provide quality engineering services to both internal departments and external parties, such as contractors, developers, DuPage County, and other engineering bodies. The division is also instrumental in ensuring the Village's IEPA Storm water NPDES MS4 Permit remains in compliance.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501	1411	811	10	10		E	F-TIME & REG.PART TIME	62,763.48	66,692.00	66,160.98	46,166.00	-30.78%
501	1411	811	15	10		E	FICA-EMPLOYER	3,774.95	4,135.00	3,950.74	2,863.00	-30.76%
501	1411	811	16	16		E	MEDICARE-EMPLOYER	882.89	967.00	923.88	669.00	-30.82%
501	1411	811	24	12		E	PRINTING & BINDING		500.00		500.00	0.00%
501	1411	811	24	32		E	SOFTWARE SUPPORT/MAINT	396.64	500.00	397.14	500.00	0.00%
501	1411	811	31	99		E	MISCELLANEOUS OFFICE SUPL	137.47	300.00		300.00	0.00%
501	1411	811	37	10		E	UNIFORM/PPE	101.89	200.00		200.00	0.00%
501	1411	811	37	80		E	GAS & FUEL		500.00		500.00	0.00%
501	1411	811	51	12		E	CELLULAR PHONE	460.95	675.00	435.42	350.00	-48.15%
Total								68,518.27	74,469.00	71,868.16	52,048.00	-30.11%

FY 2016/17 BUDGET HIGHLIGHTS:

ENGINEERING

Materials & Supplies

- ❖ Printing & Binding decrease of 39% due to reallocation of some of budget

ENVIRONMENTAL SERVICE FUND: FACILITIES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Facilities Division provides custodial services, repairs, remodeling and preventive maintenance for all buildings, equipment, and furnishings. The buildings consist of the following; W.P.C.F. Facilities, Public Works Building, and other department properties for a total of 24 buildings.

The maintenance consists of (but is not limited to) the repair/replacement of the following; heating and air conditioning equipment, overhead garage doors, vehicle exhaust systems, painting, carpentry, plumbing, electrical, fire tools, designing and building training props.

Building Facilities is also responsible for the purchasing of Hazardous Material supplies, purchasing and maintenance of all physical fitness equipment, ordering and distribution of all custodial supplies, along with all invoices and payments associated with the operations of building maintenance.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER	TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501 1617 511 10 10	E	F-TIME & REG.PART-TIME	67,590.33	68,217.00	69,095.54	65,381.00	-4.16%
501 1617 511 10 99	E	OVERTIME PAY	1,110.09	1,000.00	550.58	1,000.00	0.00%
501 1617 511 15 10	E	FICA-EMPLOYER	4,243.03	4,229.00	4,305.03	4,054.00	-4.14%
501 1617 511 16 16	E	MEDICARE-EMPLOYER	992.24	989.00	1,006.67	948.00	-4.15%
501 1617 511 24 99	E	OTHER PURCHASE-SERVICES	530.00	2,150.00	1,709.57	2,150.00	0.00%
501 1617 511 33 10	E	JANITORIAL SUPPLIES	3,221.76	3,500.00	3,471.35	3,500.00	0.00%
501 1617 511 33 12	E	ELECTRICAL SUPPLIES	745.65	750.00	268.82	750.00	0.00%
501 1617 511 33 13	E	HARDWARE SUPPLIES		100.00		100.00	0.00%
501 1617 511 33 15	E	PLUMBING SUPPLIES	134.38	175.00	150.25	175.00	0.00%
501 1617 511 33 16	E	LUMBER SUPPLIES		100.00		100.00	0.00%
501 1617 511 53 11	E	BUILDING MAINTENANCE	2,097.07	4,900.00	2,919.92	17,415.00	255.41%
		Total	80,664.55	86,110.00	83,477.73	95,573.00	10.99%

FY 2016/17 BUDGET HIGHLIGHTS:

Personnel Services

- ❖ Slight increase in salaries, FICA, and Medicare due to reallocation of budgeted salaries in conjunction to the new janitorial contract.

- ❖ Budgeting a COLA and step increases.

Purchased Services

- ❖ There are no significant changes made to this budget class.

Materials & Supplies

- ❖ There are no significant changes made to this budget class.

Repairs and Maintenance

- ❖ There are no significant changes made to this budget class.

ENVIRONMENTAL SERVICE FUND: INFORMATION SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The I.S. Division of the Administrative Services Department consists of two personnel and a contracted I.S. consulting firm providing support to 260 computers and nearly 200 users. They currently manage and maintain 8 primary servers, 19 virtual servers running across 3 host physical servers, and an AS/400 which hosts our financial package and municipal software.

The role of the I.S. Division continually expands with technological advancements and needs of our internal Departments. Advancements include support to the primary telephone systems of a Voice Over IP data driven communication, expansion of smart phones, mobile computers, and iPads which are a few examples of changing technology that are also supported under this division.

A portion of the personnel service and other related costs are budgeted in the Environmental Services Fund.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501 1811 811 10 10	E	F-TIME & REG.PART TIME	24,009.91	18,762.00	18,780.13	19,471.00	3.78%
501 1811 811 15 10	E	FICA-EMPLOYER	1,687.54	1,164.00	1,144.29	1,207.00	3.69%
501 1811 811 16 16	E	MEDICARE-EMPLOYER	394.67	272.00	267.78	282.00	3.68%
501 1811 811 21 15	E	NETWORK CONSULTING		10,558.00	9,916.52	20,400.00	93.22%
501 1811 811 24 31	E	HTE ANNUAL SERV.CONTRACT	21,626.40	20,850.00	19,175.81	19,873.00	-4.69%
501 1811 811 24 99	E	OTHER PURCHASE-SERVICES				2,800.00	0.00%
Total			47,718.52	51,606.00	49,284.53	64,033.00	24.08%

FY 2016/17 BUDGET HIGHLIGHTS:

Personnel Services

- ❖ There are no significant changes made to this budget class.

Professional Services

- ❖ Network Consulting contract reflects a full year for 2016/17.

Purchased Services

- ❖ There are no significant changes made to this budget class.

ENVIRONMENTAL SERVICE FUND: WATER BILLING DIVISION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Water Billing Division is responsible for issuing timely and accurate water, sewer, and waste water treatment bills to Glendale Heights residents and businesses, collecting customer accounts efficiently and effectively, and responding to customer inquiries in a professional manner.

The Water Billing Division, which is a subset of the Administrative Services Division, includes 2 full-time budgeted employees that are responsible for the water billing for the Village. The Water Billing Division maintains approximately 8,830 water accounts and takes care of all the billing and collections on a monthly basis.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER	TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501 1813 811 10 10	E	F-TIME & REG.PART TIME	105,052.92	108,682.00	110,577.04	112,267.00	3.30%
501 1813 811 10 99	E	OVERTIME PAY		2,500.00		2,500.00	0.00%
501 1813 811 15 10	E	FICA-EMPLOYER	6,465.84	6,894.00	6,647.63	7,115.00	3.21%
501 1813 811 16 14	E	TRAVEL, MEETING & CONF.	153.13	250.00	119.83	250.00	0.00%
501 1813 811 16 16	E	MEDICARE-EMPLOYER	1,512.29	1,611.00	1,554.67	1,663.00	3.23%
501 1813 811 24 12	E	PRINTING & BINDING	1,099.36	1,100.00	618.02	1,100.00	0.00%
501 1813 811 24 99	E	OTHER PURCHASE-SERVICES	12,690.16	19,300.00	20,838.54	22,600.00	17.10%
501 1813 811 31 17	E	POSTAGE	42,252.78	48,000.00	47,499.25	48,500.00	1.04%
501 1813 811 31 99	E	MISCELLANEOUS OFFICE SUPL	249.66	200.00	194.91	200.00	0.00%
501 1813 811 51 11	E	PAGER	68.90	72.00	72.35	72.00	0.00%
501 1813 811 51 99	E	MISC. COMMUNICATION	24.00	25.00	24.00	25.00	0.00%
		Total	169,569.04	188,634.00	188,146.24	196,292.00	4.06%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ This category reflects salary adjustments for step and COLA increases.

Purchased Services

- ❖ Provides for water bill print services.
- ❖ In FY 2017, the Village is continuing to use outsourced network consultants to supplement Information Technology staff.

Materials & Supplies

- ❖ The primary expenditure within the category provides for postal charges for the mailing of utility bills. A 10% increase has been included in this line as a result of recent postage increase and anticipated postage increases over the FY period.

ENVIRONMENTAL SERVICE FUND: GENERAL BUSINESS SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

For the purposes of budget presentation, personnel services for Village Administration, Human Resources, Public Affairs, Finance, Central Services, and Administrative Services have been combined and reflected together as General Business Services. Each of these departments designate a percentage of qualified staff positions to the Environmental Services Fund in order to fairly represent the associated cost of personnel services dedicated to this fund. Central Services records the cost of IMRF and medical insurance benefits for any employee that is paid from the Environmental Services Fund.

The explanation, goals & objectives, and all other relative information can be found in their respective budget pages of this document. Please refer to the Table of Contents to find the relevant pages for the respective budget.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
501	1110	811	10	10	E		F-TIME & REG.PART TIME	61,155.75	62,896.00	62,894.72	64,052.00	1.84%
501	1110	811	15	10	E		FICA-EMPLOYER	3,268.62	3,923.00	3,216.22	3,971.00	1.22%
501	1110	811	16	16	E		MEDICARE-EMPLOYER	852.01	917.00	875.50	929.00	1.31%
501	1111	811	10	10	E		F-TIME & REG.PART TIME	43,449.54	43,372.00	45,120.22	44,749.00	3.17%
501	1111	811	15	10	E		FICA-EMPLOYER	2,550.70	2,689.00	2,653.22	2,774.00	3.16%
501	1111	811	16	16	E		MEDICARE-EMPLOYER	596.44	629.00	620.31	649.00	3.18%
501	1112	811	10	10	E		F-TIME & REG.PART TIME	5,558.88	6,015.00	6,013.61	6,476.00	7.66%
501	1112	811	15	10	E		FICA-EMPLOYER	340.47	373.00	368.40	402.00	7.77%
501	1112	811	16	16	E		MEDICARE-EMPLOYER	79.58	88.00	86.13	94.00	6.82%
501	1310	811	10	10	E		F-TIME & REG.PART TIME	108,904.35	100,313.00	100,438.43	107,323.00	6.99%
501	1310	811	15	10	E		FICA-EMPLOYER	6,381.46	6,220.00	5,883.85	6,654.00	6.98%
501	1310	811	16	16	E		MEDICARE-EMPLOYER	1,517.79	1,456.00	1,423.05	1,556.00	6.87%
501	1518	811	16	10	E		IMRF-EMPLOYER	311,749.91	299,056.00	308,508.56	297,503.00	-0.52%
501	1518	811	16	12	E		MEDICAL-EMPLOYER	450,504.56	458,193.00	452,230.62	522,461.00	14.03%
501	1518	811	16	19	E		VACATION BUY BACK ONLY	71,076.13		18,187.21		0.00%
501	1518	811	16	30	E		OPT OUT MED INSURANCE	6,180.00	5,180.00	6,117.50	5,180.00	0.00%
501	1518	811	16	32	E		HEALTH & WELLNESS PROG.	375.00	250.00	249.43	375.00	50.00%
501	1810	811	10	10	E		F-TIME & REG.PART TIME	34,012.78	34,655.00	34,728.28	35,214.00	1.61%
501	1810	811	10	99	E		OVERTIME PAY		200.00		200.00	0.00%
501	1810	811	15	10	E		FICA-EMPLOYER	1,989.74	2,155.00	2,029.18	2,195.00	1.86%
501	1810	811	16	16	E		MEDICARE-EMPLOYER	465.14	502.00	474.45	510.00	1.59%
Total								1,111,008.85	1,029,082.00	1,052,118.89	1,103,267.00	7.21%

GOLF FUND

FUND DESCRIPTION

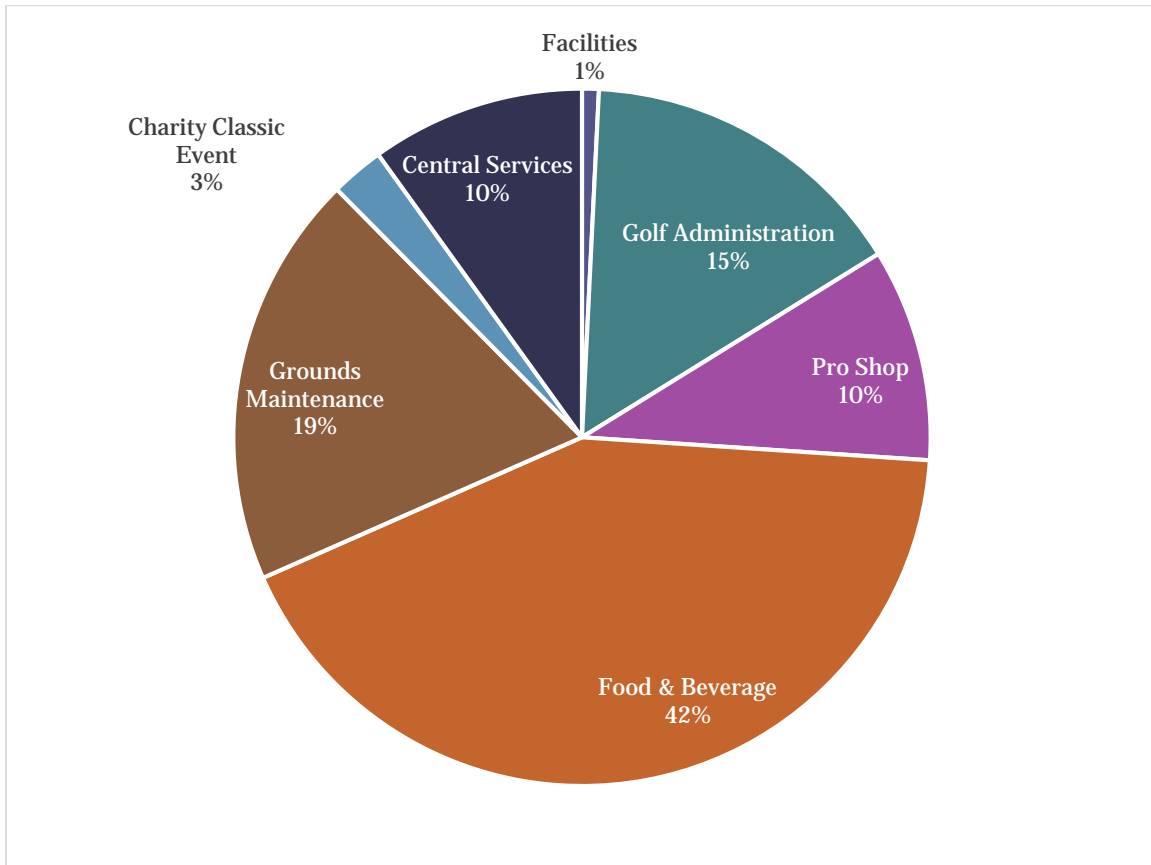
The Glendale Lakes Golf Club, golf course, clubhouse, and banquet facility is owned and operated by the Village of Glendale Heights. The golf course features an 18-hole championship design with water features that add challenge and beauty. Glendale Lakes also offers a full service Pro-shop stocked for any golfers needs. The banquet rooms accommodate up to 250 people for weddings, showers and parties. The restaurant is open daily for lunch and dinner from April through October and for dinner on Friday evenings during lent.

The Golf Fund was established to account for the provision of a public golf course. All activities are accounted for including administration, operations, financing and revenue collections.

TOTAL OPERATING BUDGET

\$1,875,748

ANNUAL EXPENSES BY DIVISION



ANNUAL REVENUE BY CLASS

OPERATING REVENUE	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% CHANGE
Charges for Services	1,527,273	1,800,164	1,540,197	1,821,900	1.2%
Miscellaneous Revenues	95,224	57,100	120,241	54,100	(5.3)%
TOTAL OPERATING REVENUE	1,622,496	1,857,264	1,660,438	1,876,000	1.0%

ANNUAL EXPENSES BY DIVISION

DIVISION	2014/15 ACTUAL	2015/16 BUDGET	2015/16 ESTIMATE	2016/17 BUDGET	% CHANGE
Golf Administration	361,855	323,353	427,241	288,953	(10.6)%
Central Services	177,771	177,420	206,465	186,408	5.1%
Facilities	48,425	52,448	49,161	14,587	(72.2)%
Grounds Maintenance	385,963	332,237	334,449	360,095	8.4%
Pro Shop	261,659	184,958	186,178	185,125	0.1%
Food & Beverage	817,461	740,368	838,674	794,230	7.3%
Charity Classic Event	28,999	46,350	39,215	46,350	0.0%
TOTAL DIVISION	2,082,133	1,857,134	2,081,382	1,875,748	1.0%

SIGNIFICANT ACCOMPLISHMENTS IN FY 2015/2016

GOLF ADMINISTRATION

A new credit card “chip reader” hardware/software was installed in the Pro Shop, Bar and Banquet Office. This streamlined the process of taking payments from customers and has eliminated mistakes. This was especially beneficial in the Banquet Office because deposits and payments were able to be take over the phone as well as during appointments.

FACILITIES

Along with the Facilities department, the golf course remodeled the back banquet bar. This project was completed by February 2016. This in-house projected was completed by the Facilities department to save money. The project was completed under budget due to time management and appropriate supply purchasing. A new bar top, flooring, cabinets, storage and refrigerator were installed.

GROUND'S MAINTENANCE

The Grounds Department has continued with bunker renovations and removals. These updates are beneficial to the playability and attractiveness of the course. A new bunker rake machine was purchased to replace the old machine that had reached its end of life. This new equipment was needed for the current renovation project and will be used to maintain new bunkers in the future.

A new trailer was purchased to be able to transport larger, heavier equipment during bunker renovations. Following in line with renovations, grounds improved the Cart Staging Area. Updates included fixing drainage issues as well as making the area look cleaner and more well-kept with paver bricks.

PRO SHOP

To meet junior golf department needs, the golf course purchased more Junior Golf Equipment (SNAG Golf). This new equipment, combined with existing equipment had many purposes including use during junior golf lessons, middle school golf lessons, and use during outings such as the Charity Golf Outing.

FOOD & BEVERAGE

The HVAC Replacement Unit was purchased for the banquet room as the original unit reached its end of life. The golf course worked with the Facilities Department to replace the unit.

A new Keg Cooler was purchased in 2015. The former cooler was original to the building and constantly needed repairs. The new cooler is larger than the old one and will be used to store move beverages and kegs of beer. As of June, all beer in the beer lines was able to be pumped through the new cooler.

The Golf Course switched to a new linen company to cut expenses. In April 2016, Glendale Lakes switched from Mickey's Linen to AlSCO, saving the golf course money per each tablecloth, napkin and on the cost of delivery. More linen colors and options are also available to customers.

The old Beverage Cart had reached its end of life and a new beverage cart was purchased. This purchase was made to increase efficiency of the beverage and snack service on the Golf Course. The old cart was unreliable and often needed parts and repairs. The new cart allowed for more product on the cart to reduce stopping time to allow for more time on the course during weekends, busy days and outings.

CHARITY CLASSIC EVENT

The Charity Golf Classic raised over \$25,000. The money raised by the Charity Golf Classic went to Make-A-Wish foundation, the Glendale Heights Chamber of Commerce Scholarship,

the FOP Community Enrichment Fund, the Glendale Heights Foundation and the Family in Faith Food Pantry in Glendale Heights to start a permanent food pantry.

FY 2016/17 GOALS AND OBJECTIVES

GOLF OPERATIONS

Goal #1: Increase junior and youth golf participants at Glendale Lakes Golf Club.

- ❖ Continue to work with local high school coaches to help promote the Junior Golf Program.
- ❖ Market junior golf programs to junior high schools that feed into the high schools that use Glendale Lakes as their home golf course.
- ❖ Participate in Carol Stream's "Just Play" event to advertise our junior golf programs and advertise at Carol Stream's mini-golf facility.
- ❖ Use SNAG Golf to introduce basic golf skills at community events in Glendale Heights and Carol Stream.
- ❖ Separate youth golf participants into more age divisions for better instruction ☺ Expose summer PATH program participants to golf.

Goal #2: Increase rounds of golf at Glendale Lakes Golf Club.

- ❖ Monitor other courses in our immediate area for pricing comparison on a regular basis.
- ❖ Work on marketing specials to fill open times on the tee sheet.
- ❖ Work with the maintenance division to improve golf course so we can create a positive experience for golfers and improve word of mouth.
- ❖ Promote to golf outing participants to come back and play with coupons/discounts valid at slow times.
- ❖ Promote to local businesses our golf outing packages.

ADMINISTRATION

Goal # 1 Improve finance paperwork for Finance Department.

- ❖ Develop a new system for daily sales sheets.
- ❖ Train Glendale Lakes Managers how to use HTE system.
- ❖ Cost Analysis of the facility to determine when money can be saved.

Goal #2: Better organization for office staff employees.

- ❖ Remodel the office area/create an area to meet with potential clients.
- ❖ Create more storage areas for frequently used items for banquets and create a better storage system for banquet tables and chairs so they can be easily accessible on the 1st floor.

FOOD AND BEVERAGE

Goal #1: Increase sales to golfers of food before, during and after their rounds of golf.

- ❖ Offer a new bar menu that appeal to golfers at the turn and golfers after golf.
- ❖ Advertise in the golf carts menus for golfers of food we offer at the turn.
- ❖ Have bartenders trained to be able to cook food in a timely manner for golfers when there is no designated cook on duty.

Goal #2: To be more efficient with staff in facility operations.

- ❖ Schedule all golf staff more efficiently so they can be more effective; cross train staff.
- ❖ Use Event Pro 360 for all division managers to have the most update information on daily events going on at the facility.
- ❖ Utilize golf kitchen staffing to be more efficient and offer more consistent service to customers.

Goal #3: Create improved menus and offerings to customers and attract new business.

- ❖ Create new menus and bring new ideas of offering different items to customers.
- ❖ Gather feedback from events, analyze data and make changes if necessary to offer the best possible experience to customers.
- ❖ Promote to businesses our business meeting packages and Holiday Party Packages.

GOLF GROUNDS AND MAINTENANCE

Goal #1: Increase golf course playability for all skill levels.

- ❖ Continue to widen and increase the view along the right side of Hole #7 fairway by removing overgrown areas.
- ❖ Continue bunker renovation project.
- ❖ Develop a fertilization program for the rough.
- ❖ Work on green speed and smoothness of greens so they are more consistent year round.

Goal #2: Improve course and clubhouse aesthetics.

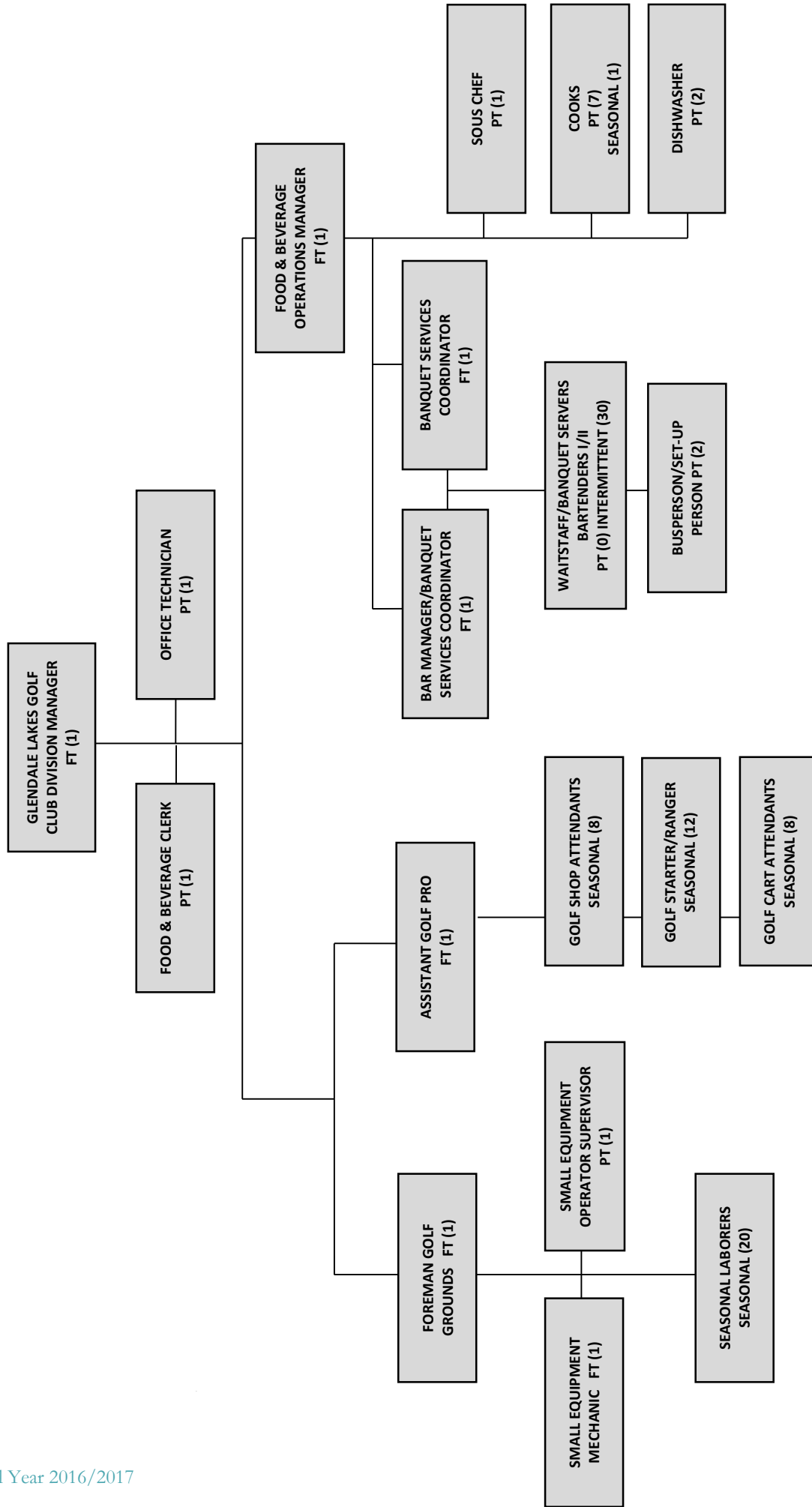
- ❖ Work on a new flower plan to have better looking flowers around the clubhouse and the front walkway.
- ❖ Re-do bag drop area to make it appealing for customers as they are arriving to facility.
- ❖ Work on beautifying the tee sign area on each tee box.
- ❖ Continue with dog service to help control goose population.
- ❖ New Signage around clubhouse and in parking lot.

FY 2016 / 2017

VILLAGE OF GLENDALE HEIGHTS

GLENDALE LAKES GOLF CLUB

(Division of Administration)



The Glendale Lakes Golf Course, clubhouse, and banquet facility is owned and operated by the Village of Glendale Heights. The golf course features an 18-hole championship design with water features that add challenge and beauty and offers a full service Pro-shop. The banquet rooms accommodate up to 250 people for weddings, showers and parties. Total Number of Employees: 7 Full-Time, 15 Part-Time, 49 Seasonal and 30 Intermittent.

GOLF FUND: REVENUE

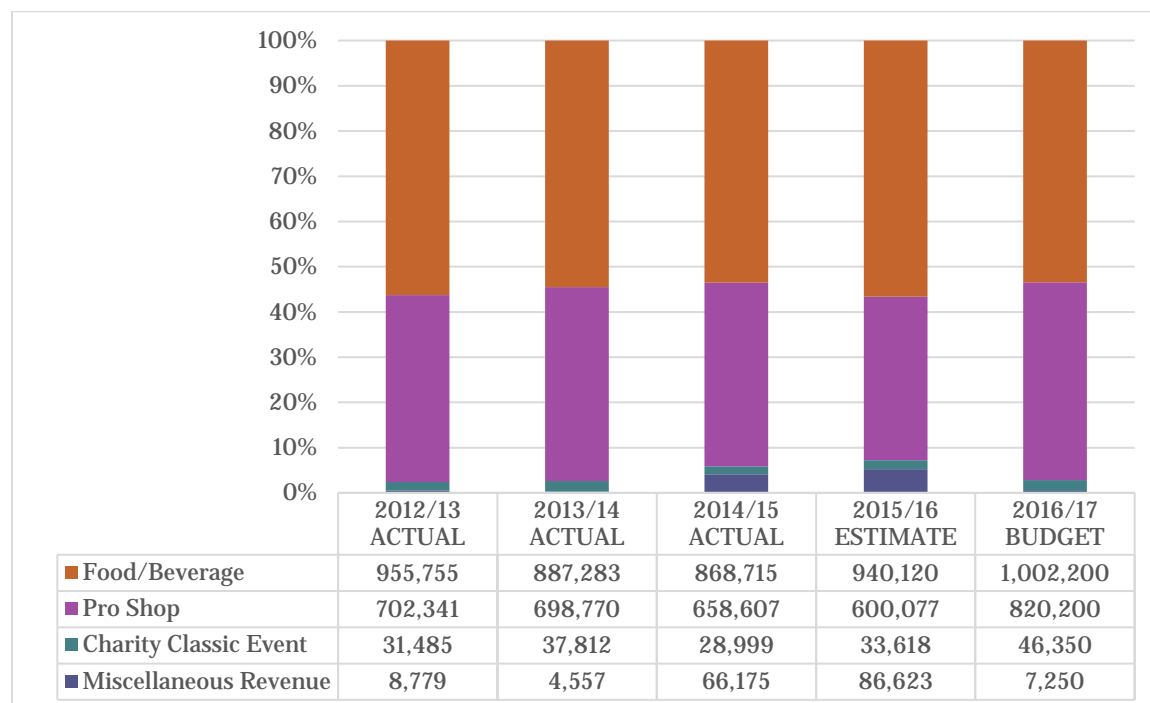
Each year, approximately 25,000 rounds of golf are played on the course, and Glendale Lakes hosts approximately 100 golf outings per year.

One of the biggest golf outings each year is the Charity Golf Classic event. This year's event is scheduled on June 17th. Since its inception, this golf outing has raised over \$300,000 for local charities, primarily benefitting children in Glendale Heights.

Residents are encouraged to stop in to see the beautiful banquet rooms in the clubhouse located at 1550 President Street, across from Camera Park. The banquet rooms offer a perfect place for smaller groups, such as bridal and baby showers, graduations/birthday parties, and cotillions. The banquet rooms can also accommodate large events (up to 250 guests) and can be a great place for family reunions and weddings. The food is excellent, the prices are reasonable, and the staff members' attention to detail will make sure your event is a great success.

The Golf Course Revenues are categorized into four major categories; Food and Beverage and Banquets, Pro Shop, Charity Classic Event, and Miscellaneous Revenue.

Golf Fund Revenue Five (5) Year History



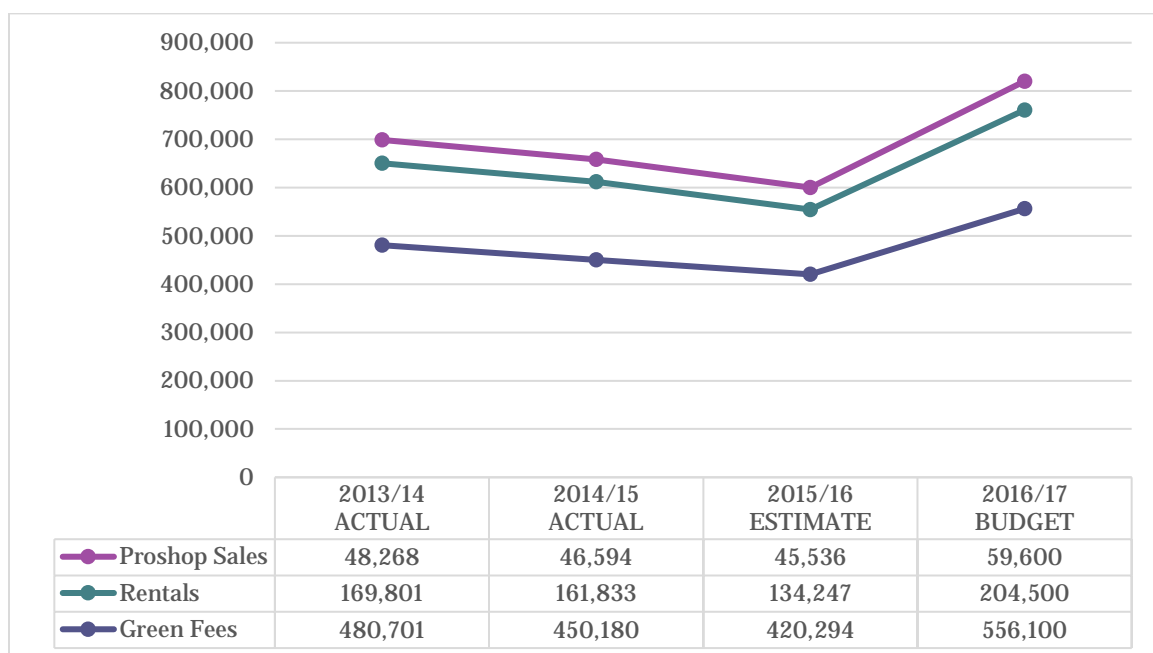
Pro Shop

The Glendale Lakes Golf Course is open year round and had over 23,000 rounds of golf played in calendar year 2015. Each year's revenue is very dependent upon a healthy economy and favorable golfing conditions. The Village is predicting only minimal increases in revenue from last year's budget.

The Pro Shop revenue category encompasses all cash flows received from sales of daily rounds of golf, annual memberships, cart and equipment rental, and Pro Shop sales.

The Pro Shop offers a variety of items for sale, including clubs, clothing, golf balls, and many golf accessories. The GLGC competitively prices its merchandise in order to have profitable sales year round.

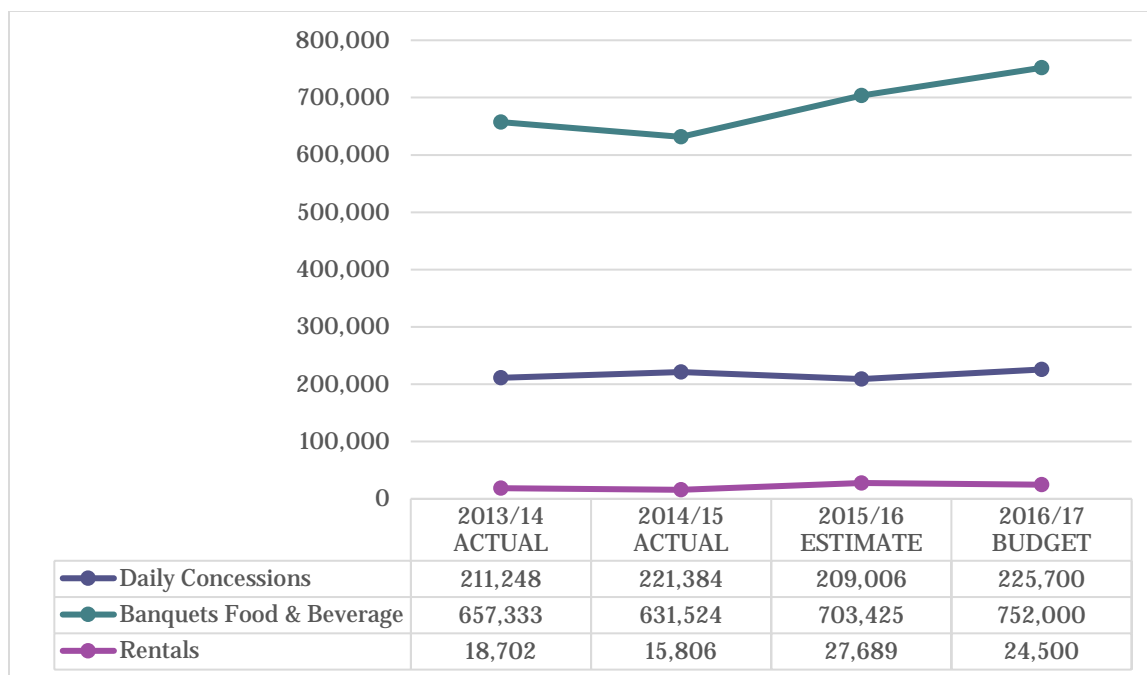
Pro Shop Revenue Four (4) Year History



Restaurant/Banquet

The Glendale Lakes Golf Club can accommodate up to 250 people for special events including wedding receptions, family reunions, business meetings, and many more. In February 2015, prices were adjusted to better coincide to today's market values. In the calendar year 2014, GLGC hosted 372 banquets, weddings and special events. Over 95% of all event evaluation in 2015 rated Glendale Lakes Golf Club above average or better.

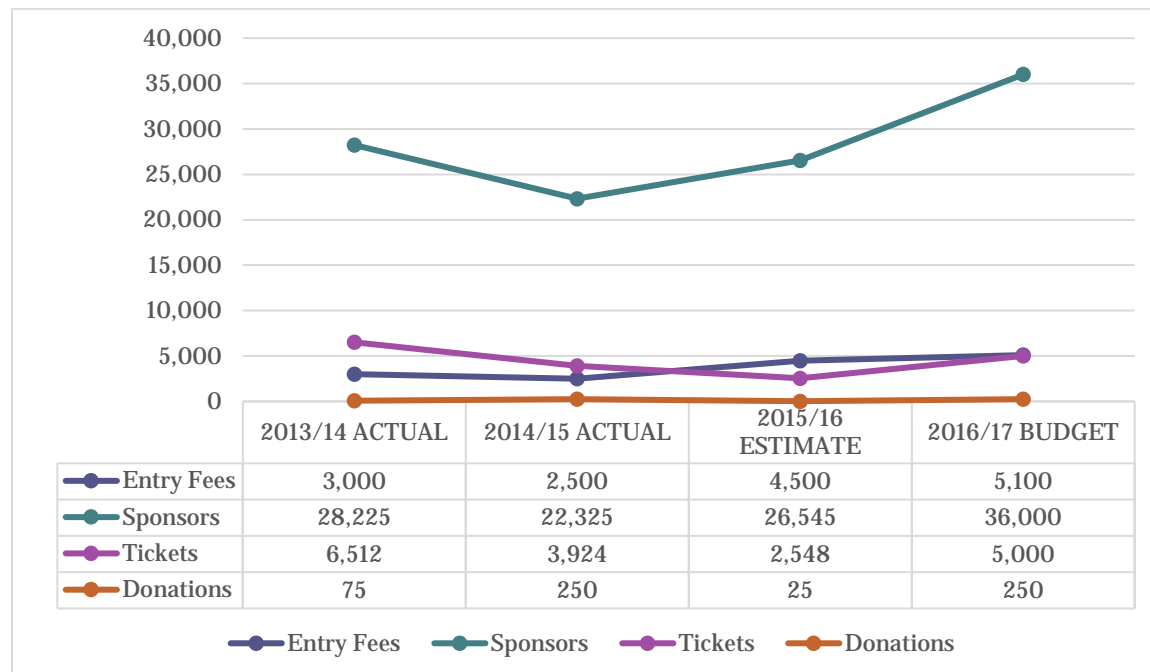
Restaurant and Banquet Revenue Four (4) Year History w/Estimated Actual



Charity Golf Classic

The Charity Golf Classic is held annually in June at the Glendale Lakes Golf Course. Since its inception, the Charity Golf Classic has raised over \$300,000 to support local organizations. In past years, money raised by the Charity Golf Classic has gone toward local scholarships, residents in financial need, as well as aiding in the fight against juvenile diabetes, breast cancer and heart disease.

Charity Golf Classic Revenue Four (4) Year History w/Estimated Actual



PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
502	1710	461	30	10	R		INTEREST INCOME	158.37	250.00	24.39	250.00	0.00%
502	1710	481	43	11	R		STATE OF IL.	13,786.40		10,411.00		0.00%
502	1710	481	70	10	R		CASH (OVER) & SHORT	-22.58		-126.34		0.00%
502	1710	481	71	11	R		(GAIN)&LOSS SALES VIL.PRO			-6,000.45		0.00%
502	1710	481	89	10	R		MISCELLANEOUS INCOME	6,376.76	10,000.00	9,962.63	7,000.00	-30.00%
502	1710	481	89	20	R		CONTRIBUTION REVENUES	45,876.52		72,351.87		0.00%
502	1711	441	21	10	R		GOLF BALLS	16,321.65	17,000.00	12,875.07	17,000.00	0.00%
502	1711	441	21	11	R		GOLF GLOVES	2,944.31	3,600.00	2,886.33	3,600.00	0.00%
502	1711	441	21	12	R		GOLF APPAREL	7,260.50	7,500.00	8,089.12	7,500.00	0.00%
502	1711	441	21	13	R		GOLF ACCESSORIES	4,364.75	4,500.00	2,724.38	4,500.00	0.00%
502	1711	441	21	14	R		GOLF CLUBS	6,229.32	9,500.00	6,379.92	9,500.00	0.00%
502	1711	441	21	16	R		GOLF GIFT ACCESSORIES	3,331.10	500.00	5,068.09	500.00	0.00%
502	1711	441	21	17	R		EVENT GIFT-SALES	3,834.08	8,000.00	1,615.55	8,000.00	0.00%
502	1711	441	21	18	R		GOLF HEADWEAR	2,977.60	4,000.00	3,301.69	4,000.00	0.00%
502	1711	441	22	10	R		GOLF CART RENTAL	160,214.85	210,000.00	132,495.35	201,500.00	-4.05%
502	1711	441	22	11	R		PULL CART RENTAL	499.00	1,750.00	1,004.00	1,500.00	-14.29%
502	1711	441	22	12	R		GOLF CLUB RENTAL	1,119.00	1,500.00	748.00	1,500.00	0.00%
502	1711	441	22	13	R		GOLF-GREEN FEES	440,182.51	548,764.00	415,537.70	537,000.00	-2.14%
502	1711	441	22	14	R		GOLF PERMANENT TEE TIME	300.00	400.00	150.00	400.00	0.00%
502	1711	441	22	15	R		GOLF MEMBERSHIPS	8,582.78	17,500.00	3,721.00	17,500.00	0.00%
502	1711	441	22	17	R		GOLF HANDICAP	1,115.00	1,000.00	885.00	1,200.00	20.00%
502	1711	441	22	18	R		SPECIAL ORDERS	-669.73	5,000.00	2,595.76	5,000.00	0.00%
502	1712	441	23	10	R		SALES-BEVERAGES	20,349.46	22,000.00	16,529.71	22,000.00	0.00%
502	1712	441	23	11	R		SALES-BEER	59,078.43	60,000.00	51,869.33	60,000.00	0.00%
502	1712	441	23	12	R		SALES-LIQUOR & WINES	34,953.09	31,000.00	38,032.58	35,000.00	12.90%
502	1712	441	23	13	R		SALES-FOODS	47,737.97	39,500.00	40,893.22	42,000.00	6.33%
502	1712	441	23	14	R		SALES-CIGARETTES/TOBACCO	1,720.00	2,500.00	1,531.66	1,700.00	-32.00%
502	1712	441	23	15	R		SUMMER FEST-F&BEVERAGE	57,545.39	60,150.00	60,149.39	65,000.00	8.06%
502	1712	441	23	17	R		SERVICE CHARGE INCOME	93,380.18	100,000.00	98,806.67	100,000.00	0.00%
502	1712	441	24	10	R		SALES-BEVERAGES	42,784.53	48,000.00	38,030.99	48,000.00	0.00%
502	1712	441	24	11	R		SALES-BEER	36,003.06	43,000.00	15,670.59	43,000.00	0.00%
502	1712	441	24	12	R		SALES-LIQUOR & WINES	42,993.94	61,000.00	23,460.76	61,000.00	0.00%
502	1712	441	24	13	R		SALES-FOODS	416,362.55	468,500.00	527,455.68	500,000.00	6.72%
502	1712	441	24	14	R		ROOM CHARGES	2,891.00	2,000.00	3,055.00	2,000.00	0.00%
502	1712	441	24	15	R		PARTY SPECIAL REVENUES	12,866.26	22,000.00	24,634.20	22,000.00	0.00%

502	1712	481	99	99	R	CREDIT CARD CLEARING	49.19	500.00		500.00	0.00%
502	1714	481	61	10	R	ENTRY FEE	2,500.00	5,100.00	4,500.00	5,100.00	0.00%
502	1714	481	61	11	R	PLATINUM SPONSOR	10,500.00	14,000.00	14,000.00	14,000.00	0.00%
502	1714	481	61	12	R	BRONZE SPONSOR	2,500.00	2,500.00	1,500.00	2,000.00	-20.00%
502	1714	481	61	13	R	SILVER SPONSOR	6,000.00	11,000.00	6,400.00	11,000.00	0.00%
502	1714	481	61	14	R	TEE SPONSOR	1,500.00	5,000.00	2,500.00	5,000.00	0.00%
502	1714	481	61	15	R	DINNER TICKET	250.00	500.00	100.00	1,000.00	100.00%
502	1714	481	61	16	R	SPONSOR OTHER	1,575.00	3,000.00	2,045.00	3,000.00	0.00%
502	1714	481	61	26	R	RAFFLE TICKETS	3,924.00	5,000.00	2,548.00	5,000.00	0.00%
502	1714	481	61	99	R	DONATIONS	250.00	250.00	25.00	250.00	0.00%
						Total	1,622,496.24	1,857,264.00	1,660,437.84	1,876,000.00	1.01%

GOLF FUND: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Administration division provides essential support to internal operations as well as a broad range of services to the residents and other Village Departments. The Administration is responsible for the oversight of the daily operations and maintenance of the golf course. The Administration Division strives to;

- ❖ Provide high-quality, service-oriented and challenging golf experiences for all levels of players.
- ❖ Provide quality lesson programs, tournaments, golf shop, and a restaurant and banquet facility.
- ❖ Maintain the Glendale Lakes Golf Course at the highest level, using the natural features of the property to enhance the beauty and golf experience of the course.
- ❖ Actively market the golf course to promote play, use of the banquet facilities, and assist in meeting revenue targets.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
502	1710	516	10	10	E		F-TIME & REG.PART-TIME	46,233.60	104,748.00	100,985.02	108,786.00	3.85%
502	1710	516	15	10	E		FICA-EMPLOYER	2,733.34	6,494.00	6,171.96	6,745.00	3.87%
502	1710	516	16	14	E		TRAVEL, MEETING & CONF.	175.00	350.00	50.00	350.00	0.00%
502	1710	516	16	15	E		TRAINING & SEMINARS		150.00		150.00	0.00%
502	1710	516	16	16	E		MEDICARE-EMPLOYER	639.23	1,519.00	1,443.46	1,578.00	3.88%
502	1710	516	16	18	E		SICK DAYS-BUY BACK ONLY			8,738.66		0.00%
502	1710	516	21	10	E		AUDITING	1,686.00	1,700.00	1,800.00		-100.00%
502	1710	516	22	11	E		OFFICE EQUIPMENTS	2,537.33	3,400.00	3,316.39	3,500.00	2.94%
502	1710	516	22	99	E		OTHER EQUIPMENT	3,704.23	2,200.00	1,614.37	600.00	-72.73%
502	1710	516	24	12	E		PRINTING & BINDING	288.38	350.00	224.45	350.00	0.00%
502	1710	516	24	14	E		ADVERTISING	33,539.36	27,500.00	22,636.51	27,000.00	-1.82%
502	1710	516	24	20	E		MOSQUITO & ANIMAL CONTROL	1,610.10	1,800.00	1,880.80	1,600.00	-11.11%
502	1710	516	31	17	E		POSTAGE		300.00		300.00	0.00%
502	1710	516	31	99	E		MISCELLANEOUS OFFICE SUPL	99.26	100.00	38.54	100.00	0.00%
502	1710	516	37	99	E		MISCELLANEOUS SUPPLIES	558.59	985.00	636.65	100.00	-89.85%
502	1710	516	51	10	E		TELEPHONE	7,889.75	7,300.00	7,878.55	7,300.00	0.00%
502	1710	516	51	12	E		CELLULAR PHONE	741.65	300.00	300.00	300.00	0.00%
502	1710	516	51	13	E		ELECTRICITY	42,166.55	41,000.00	38,560.91	37,000.00	-9.76%
502	1710	516	51	14	E		NATURAL GAS	19,579.59	19,000.00	11,676.22	15,000.00	-21.05%
502	1710	516	51	15	E		WATER	2,860.00	1,500.00			-100.00%
502	1710	516	52	10	E		LEASES-EQUIPMENTS	2,676.89	3,660.00	3,238.13	2,652.00	-27.54%
502	1710	516	52	11	E		RENTALS-EQUIPMENTS	706.90	1,156.00	1,144.40	876.00	-24.22%
502	1710	516	56	18	E		GOLF COURSE-CLUBHOUSE	14,998.06	12,800.00	20,192.00	1,000.00	-92.19%
502	1710	516	62	10	E		MEMBERSHIP DUES	1,280.00	2,191.00	2,164.00	1,741.00	-20.54%
502	1710	516	69	22	E		LICENSES	1,243.75	1,100.00	1,075.00	1,025.00	-6.82%
502	1710	516	69	78	E		BANK FISCAL CHARGES	20,449.75	21,500.00	22,333.88	21,500.00	0.00%
502	1710	516	69	79	E		MISCELLANEOUS EXPENSE			2,909.15		0.00%
502	1710	516	69	91	E		DEPRECIATION EXPENSE	135,900.05		144,731.99		0.00%
502	1710	911	87	15	E		GOLF COURSE IMPROVEMENTS	7,557.61	38,750.00		5,000.00	-87.10%
502	1710	981	91	1	E		TRANSFER TO-GENERAL FUND				25,000.00	0.00%
502	1710	981	93	1	E		TRANSFER TO-VEHICLE REP		11,500.00	11,500.00	9,400.00	-18.26%
502	1710	981	94	2	E		TRANSFER TO-LIABILITY INS	10,000.00	10,000.00	10,000.00	10,000.00	0.00%
Total								361,854.97	323,353.00	427,241.04	288,953.00	-10.64%

FY 2016/17 BUDGET HIGHLIGHTS

Professional Services

- ❖ Membership Dues and expenses were lowered by removing the golf course from unnecessary memberships that no longer meet needs or benefited the golf course

Personnel Services

- ❖ There were no significant changes made to this budget class.

Contractual Services

- ❖ Auditing and Water were removed from the Golf Course budget by reallocating funds to a different Village department
- ❖ Natural Gas – The Price of natural gas as well as usage of the natural gas has gone down.

Materials & Supplies

- ❖ More funds were needed for the miscellaneous account during the restructuring of employees in the 2015-2016 FY.

Repairs & Maintenance

- ❖ Repairs to the back banquet bar were completed in 2015-2016, allowing for less funds to be allocated to repairs in the 2016-2017 budget.

GOLF FUND: PRO SHOP

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Pro Shop services its customers by providing rounds of golf, purchases of annual memberships, cart and equipment rental, and offering a variety of items for sale. The Pro Shop offers for sale golf clubs, clothing, golf balls, and many more golf accessories. The GLGC competitively prices its merchandise in order to have profitable sales year round.

The Glendale Lakes Golf Course is open year round and has 75 carts and 12 walk behind carts available for rent. Residents and visitors are offered competitive pricing for daily green fees as well as annual memberships.

The Pro Shop division is responsible for hiring the best customer service representatives to work with our patrons, the buying and selling of the Pro Shop items, the management of annual memberships, and the daily interactions with the numerous guests that visit the Golf Course.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
502	1711	717	10	10	E		F-TIME & REG.PART-TIME	97,306.95	34,007.00	40,225.63	35,791.00	5.25%
502	1711	717	10	98	E		TEMPORARY HELP	79,349.18	71,042.00	78,655.12	71,000.00	-0.06%
502	1711	717	10	99	E		OVERTIME PAY	1,002.17	200.00	50.53	200.00	0.00%
502	1711	717	15	10	E		FICA-EMPLOYER	10,837.69	6,480.00	7,310.96	6,572.00	1.42%
502	1711	717	16	15	E		TRAINING & SEMINARS		200.00			-100.00%
502	1711	717	16	16	E		MEDICARE-EMPLOYER	2,534.71	1,517.00	1,709.80	1,537.00	1.32%
502	1711	717	37	10	E		UNIFORMS	1,102.65	1,100.00	1,084.06	1,100.00	0.00%
502	1711	717	41	10	E		HANDICAP	625.00	1,000.00	920.00	1,000.00	0.00%
502	1711	717	41	11	E		PENCILS	315.00	315.00	197.88	225.00	-28.57%
502	1711	717	41	12	E		SCORECARDS	2,095.00				0.00%
502	1711	717	41	13	E		GOLF CLUB-FOR RENT		144.00	143.66	100.00	-30.56%
502	1711	717	41	14	E		YOUTH GOLF SUPPLIES	1,837.65	1,000.00	988.99		-100.00%
502	1711	717	41	99	E		OTHER PRO-SHOP SUPPLIES	1,211.94	1,706.00	1,094.80	1,250.00	-26.73%
502	1711	717	42	10	E		GOLF BALLS	8,039.55	7,604.00	6,624.83	7,000.00	-7.94%
502	1711	717	42	11	E		GOLF GLOVES	1,516.46	1,196.00	1,450.19	1,700.00	42.14%
502	1711	717	42	12	E		GOLF APPARELS	4,034.00	3,500.00	4,313.69	4,500.00	28.57%
502	1711	717	42	13	E		GOLF ACCESSORIES	2,949.35	1,500.00	1,212.52	1,500.00	0.00%
502	1711	717	42	14	E		GOLF CLUBS	4,764.44	6,000.00	5,259.81	6,000.00	0.00%
502	1711	717	42	15	E		GOLF SHOES	46.48		17.03		0.00%
502	1711	717	42	16	E		GOLF GIFT ACCESSORIES	291.54	500.00	514.98	500.00	0.00%
502	1711	717	42	17	E		EVENT GIFT-FOR SALES	6,273.65	7,000.00	4,546.21	7,000.00	0.00%
502	1711	717	42	18	E		GOLF HEADWEAR	1,926.73	2,500.00	1,822.37	2,500.00	0.00%
502	1711	717	42	19	E		SPECIAL ORDERS	636.58	4,000.00	1,223.22	4,000.00	0.00%
502	1711	717	51	12	E		CELLULAR PHONE	300.00				0.00%
502	1711	717	52	11	E		RENTALS-EQUIPMENTS	30,190.45	30,191.00	24,842.86	31,000.00	2.68%
502	1711	717	62	10	E		MEMBERSHIP DUES	1,151.00	731.00	624.00	625.00	-14.50%
502	1711	717	62	11	E		SUBSCRIPTIONS		25.00		25.00	0.00%
502	1711	717	69	27	E		FREIGHT-IN	1,320.49	1,500.00	1,344.63		-100.00%
Total								261,658.66	184,958.00	186,177.77	185,125.00	0.09%

FY 2016/17 BUDGET HIGHLIGHTS

Purchased Services

- ❖ More golfers are using the handicap program, in 2016-2017 we expect a 20% increase.

Materials & Supplies

- ❖ Pencils were purchased during the 2015-2016 FY, and only need to be purchased bi-yearly.

- ❖ Golf Clubs for Rent was budgeted for less money as we only budgeted for a few replacement clubs, not entire sets.
- ❖ Taking into consideration the sales in 2015-2016, we adjusted our apparel allocated funds. Additional merchandise is needed in the pro shop to have sufficient stock for customers. In addition, we budgeted for less “other” supplies, and will restock as needed.
- ❖ The Golf Shop will no longer removing freight as an additional line item in invoices, but building shipping costs into the cost of each item.

GOLF FUND: FOOD & BEVERAGE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Glendale Lakes Golf Club can accommodate up to 250 people for special events including wedding receptions, family reunions, business meetings, and many more.

The Restaurant and Banquet Division is responsible for the servicing of all customers that visit the restaurant or attend one of the many banquets held throughout the year. This division is also responsible for the ordering, preparing, and serving of all food and beverages ordered at any of its events or restaurant facilities. Over 95% of all event evaluations in 2015/2016 rated Glendale Lakes Golf Club above average or better.

Golfers are also able to purchase from a grill menu at the clubhouse which golfers visit before and after their rounds as well as before teeing off on the 10th hole. The Golf Course also offers up to 2 beverage carts that service golfers during play from the months of April through October.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
502	1712	718	10	10	E		F-TIME & REG.PART-TIME	250,104.10	229,293.00	250,994.87	257,000.00	12.08%
502	1712	718	10	98	E		TEMPORARY HELP	118,647.83	111,000.00	132,766.14	125,000.00	12.61%
502	1712	718	10	99	E		OVERTIME PAY	2,930.67	2,400.00	2,183.77	1,000.00	-58.33%
502	1712	718	15	10	E		FICA-EMPLOYER	24,765.49	16,071.00	24,862.31	23,839.00	48.34%
502	1712	718	16	14	E		TRAVEL, MEETING & CONF.	110.00	350.00	118.00	250.00	-28.57%
502	1712	718	16	15	E		TRAINING & SEMINARS	195.00	870.00	10.00	500.00	-42.53%
502	1712	718	16	16	E		MEDICARE-EMPLOYER	5,791.86	3,761.00	5,814.58	5,576.00	48.26%
502	1712	718	24	12	E		PRINTING & BINDING	500.59	500.00	244.63	500.00	0.00%
502	1712	718	24	99	E		OTHER PURCHASE-SERVICES	10,402.08				0.00%
502	1712	718	33	11	E		CLEANING SUPPLIES	4,090.04	4,000.00	4,261.41	4,000.00	0.00%
502	1712	718	37	10	E		UNIFORMS	824.92	1,375.00	1,373.43	1,250.00	-9.09%
502	1712	718	37	99	E		MISCELLANEOUS SUPPLIES	4,496.16	3,175.00	2,537.82	3,500.00	10.24%
502	1712	718	39	99	E		OTHER OPERATING EQUIPMENT	1,651.07	3,965.00	3,985.22	3,765.00	-5.04%
502	1712	718	43	10	E		PAPER GOODS	4,197.33	3,500.00	3,459.47	3,000.00	-14.29%
502	1712	718	43	11	E		UTENSILS	1,294.51	1,650.00	1,322.31	1,150.00	-30.30%
502	1712	718	43	12	E		GLASS & CHINAS	3,485.31	3,050.00	2,741.91	3,150.00	3.28%
502	1712	718	43	13	E		FLOWERS/LINENS	25,726.46	34,000.00	28,649.78	26,000.00	-23.53%
502	1712	718	43	14	E		LINENS		400.00	377.94	400.00	0.00%
502	1712	718	43	99	E		OTHER F&B GEN. SUPPLIES	223.73	300.00	103.25	300.00	0.00%
502	1712	718	44	10	E		BEVERAGES	22,158.99	20,000.00	16,650.71	18,000.00	-10.00%
502	1712	718	44	11	E		BEER	25,150.82	23,440.00	24,015.63	23,000.00	-1.88%
502	1712	718	44	12	E		LIQUOR & WINES	29,734.17	32,873.00	33,940.18	25,000.00	-23.95%
502	1712	718	44	13	E		FOODS	212,756.18	180,000.00	236,916.16	200,000.00	11.11%
502	1712	718	44	14	E		CIGARETTES & TOBACCO	1,675.00	1,800.00	1,381.00	1,500.00	-16.67%
502	1712	718	44	15	E		OTHER F&B SUPLS. FOR SALE	14,284.00	8,000.00	13,460.10	15,000.00	87.50%
502	1712	718	44	16	E		SUMMER FEST F&BEVERAGE	12,281.00	15,645.00	11,087.00	16,500.00	5.47%
502	1712	718	51	12	E		CELLULAR PHONE	150.00	300.00	300.00	300.00	0.00%
502	1712	718	52	12	E		GLENDALE FEST BOOTH RENTA	30,000.00	30,000.00	30,000.00	25,000.00	-16.67%
502	1712	718	53	18	E		GOLF COURSE EQUIPMENTS	6,030.53	7,500.00	4,976.59	7,500.00	0.00%
502	1712	718	62	10	E		MEMBERSHIP DUES	50.00	50.00	50.00	50.00	0.00%
502	1712	718	69	28	E		DRY CLEANING		100.00	89.55	100.00	0.00%
502	1712	911	84	11	E		TABLES	3,753.18	1,000.00		2,100.00	110.00%
Total								817,461.02	740,368.00	838,673.76	794,230.00	7.28%

FY 2016/17 BUDGET HIGHLIGHTS

Professional Services

- ❖ Travel, Meeting & Conferences and Training & Seminars budgets are less this year as more training (including most Basset and Sanitation Certificates) were completed in the 2015-2016 year.

Purchased Services

- ❖ In May, the golf course switched to AlSCO Linen Company, from Mickey's Linen which saves the golf course on cost of each rented item, stock fees and miscellaneous fees that were encompassed in the Mickey's Linen contract.
- ❖ Less tobacco product is being purchased in the bar and at weddings, so less supply is needed to be on hand.

Materials & Supplies

- ❖ Items such as tables and utensils are not needed to be replaced in this year's budget, instead money was allocated for necessary kitchen equipment.

Repairs & Maintenance

- ❖ There were no significant changes made to the budget requests for this class.

Other Expenses

- ❖ The Village of Glendale Heights is charging \$5,000 less to the golf course for the rental of the Beer Tent

GOLF FUND: GROUNDS & MAINTENANCE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Grounds Maintenance Division is responsible for the repairs and maintenance of the Glendale Lakes Golf Course. The division provides services including grass cutting, brush removal, leaf pickup and general lawn maintenance to all tee boxes, fairways, sand traps, putting greens, golf club and patio areas, and all other public spaces. The Division also supplements its own forces with private contractors when necessary.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
502	1713	516	10	10	E		F-TIME & REG.PART-TIME	116,006.42	117,967.00	122,501.92	123,668.00	4.83%
502	1713	516	10	98	E		TEMPORARY HELP	106,360.95	91,000.00	98,003.04	99,000.00	8.79%
502	1713	516	10	99	E		OVERTIME PAY	1,006.12	2,100.00	1,922.78	1,000.00	-52.38%
502	1713	516	15	10	E		FICA-EMPLOYER	13,692.17	10,717.00	13,545.91	13,868.00	29.40%
502	1713	516	16	14	E		TRAVEL, MEETING & CONF.	100.00	600.00	550.00	200.00	-66.67%
502	1713	516	16	15	E		TRAINING & SEMINARS	175.00	200.00		200.00	0.00%
502	1713	516	16	16	E		MEDICARE-EMPLOYER	3,183.58	2,508.00	3,168.00	3,244.00	29.35%
502	1713	516	21	99	E		OTHER PROFESSIONAL	562.50	500.00		1,000.00	100.00%
502	1713	516	34	10	E		TOPDRESSING SOIL	3,670.80	4,000.00	3,182.40	4,000.00	0.00%
502	1713	516	34	12	E		GRASS SEEDS	2,735.00	800.00	522.00	2,000.00	150.00%
502	1713	516	34	13	E		LANDSCAPING SUPPLIES	5,457.99	5,500.00	4,845.91	5,500.00	0.00%
502	1713	516	34	14	E		FERTILIZER	9,971.17	11,100.00	9,673.68	13,000.00	17.12%
502	1713	516	35	13	E		SERVICE DOG		4,750.00	8,550.00	7,600.00	60.00%
502	1713	516	37	10	E		UNIFORMS	1,035.21	1,100.00	963.09	1,100.00	0.00%
502	1713	516	37	11	E		CHEMICALS	9,394.45	10,000.00	9,215.03	12,000.00	20.00%
502	1713	516	37	80	E		GAS & FUEL	18,990.02	13,100.00	11,538.24	13,000.00	-0.76%
502	1713	516	37	99	E		MISCELLANEOUS SUPPLIES	79.99	150.00	86.74	200.00	33.33%
502	1713	516	39	10	E		PARKS & GROUNDS TOOLS	954.50	255.00	226.37	1,000.00	292.16%
502	1713	516	39	12	E		FLEET MAINTENANCE	58.99	250.00	169.95	250.00	0.00%
502	1713	516	45	10	E		MARKERS & MARKING PAINTS	347.50	500.00	303.58	500.00	0.00%
502	1713	516	45	11	E		GREEN SUPPLIES	923.00	1,050.00	1,009.18	1,000.00	-4.76%
502	1713	516	45	12	E		TEE SUPPLIES	1,000.00	1,300.00	1,303.10	1,200.00	-7.69%
502	1713	516	45	13	E		SAND TRAP SUPPLIES	1,736.22	950.00		1,800.00	89.47%
502	1713	516	45	99	E		OTHER BLDG. & GRND. SUPLS	582.62	250.00	297.83	750.00	200.00%
502	1713	516	51	12	E		CELLULAR PHONE	300.00	300.00	300.00	300.00	0.00%
502	1713	516	52	10	E		LEASES-EQUIPMENTS	6,917.19	7,000.00	9,267.67	2,740.00	-60.86%
502	1713	516	52	11	E		RENTALS-EQUIPMENTS	1,207.97	2,200.00	1,602.74	2,200.00	0.00%
502	1713	516	53	18	E		GOLF COURSE EQUIPMENTS	10,404.40	15,000.00	16,833.89	15,000.00	0.00%
502	1713	516	54	12	E		PARKS & GROUNDS- EQUIPMENT	188.35	250.00	47.53	250.00	0.00%
502	1713	516	54	14	E		GOLF CARTS	8,041.90	8,600.00	7,450.18	7,000.00	-18.60%
502	1713	516	56	19	E		GOLF COURSE-MAINT.BLDG.	3,041.15	115.00	2,162.43	4,000.00	3378.26%
502	1713	516	57	15	E		GOLF COURSE	2,669.82	3,000.00	2,803.44	3,500.00	16.67%
502	1713	516	62	10	E		MEMBERSHIP DUES	715.00	900.00	595.00	1,000.00	11.11%
502	1713	516	62	11	E		SUBSCRIPTIONS		25.00		25.00	0.00%
502	1713	911	81	18	E		GOLF COURSE EQUIPMENT	11,438.30	4,200.00	1,807.30	7,000.00	66.67%
502	1713	911	87	15	E		GOLF COURSE IMPROVEMENTS	43,014.59	10,000.00		10,000.00	0.00%
Total								385,962.87	332,237.00	334,448.93	360,095.00	8.38%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ Full time, Part time and Seasonal salaries were increased due to number of hours worked by staff in previous years.
- ❖ Over time will be down for the next fiscal year due to increasing the number of employees.
- ❖ In 2015-2016 the superintendent attended a GCSAA Conference, and will not be attending each year, it will be budgeted every other year if budget allows.

Professional Services

- ❖ Less Irrigation Professional Services were budgeted in anticipating not needing irrigation specialists to come assist.
- ❖ The Dog service will be used 8 months out of the year, 3 months more than previous years.
- ❖ Grounds equipment leases including the irrigation computer software program was switched to a less expensive software to cut expenses.

Materials & Supplies

- ❖ Grass Seed, Fertilizer, and Chemical product prices have gone up.
- ❖ Miscellaneous grounds supplies were under budgeted in the past.
- ❖ Tools such as Parks & Grounds equipment are needed for specific job tasks.

Repairs & Maintenance

- ❖ The maintenance building requires more funds for roof repairs and an office update.
- ❖ Irrigation Repairs funds were increased due to the need replace an aging and broken system.
- ❖ Golf Cart repair funds are less in the current budget as new golf cart chargers were bought in previous years and should not be needed in the current fiscal year.

Other Expenses

- ❖ A green aerifier was purchased in part with the Village Vehicle replacement program. This amount is the overage from the fund to purchase the equipment that best meets the needs of the golf course.

GOLF FUND: FACILITIES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Facilities Division provides repairs, remodeling and preventive maintenance for all buildings, equipment, and furnishings located at the Glendale Lakes Golf Club. The buildings consist of the Golf Clubhouse and the Golf Maintenance Facility.

The maintenance consists of (but is not limited to) the repair/replacement of the following; heating and air conditioning equipment, overhead garage doors, vehicle exhaust systems, painting, carpentry, plumbing, electrical, and custodial services.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER							TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
502	1617	511	10	10	E			F-TIME & REG.PART-TIME	30,130.32	32,430.00	32,536.80		-100.00%
502	1617	511	10	99	E			OVERTIME PAY	658.32	800.00	393.78		-100.00%
502	1617	511	15	10	E			FICA-EMPLOYER	1,785.68	2,011.00	1,909.03		-100.00%
502	1617	511	16	16	E			MEDICARE-EMPLOYER	425.02	470.00	446.47		-100.00%
502	1617	511	24	99	E			OTHER PURCHASE-SERVICES		4,725.00	3,912.04	4,975.00	5.29%
502	1617	511	33	10	E			JANITORIAL SUPPLIES	3,221.77	3,200.00	3,336.17	3,200.00	0.00%
502	1617	511	33	99	E			OTHER BLDG. MAINT. SUPPLY	1,734.22	1,600.00	680.41	1,000.00	-37.50%
502	1617	511	56	12	E			MAINTENANCE BUILDING		288.00		288.00	0.00%
502	1617	511	56	18	E			GOLF COURSE-CLUBHOUSE	8,875.38	5,124.00	5,303.11	5,124.00	0.00%
502	1617	511	56	19	E			GOLF COURSE-MAINT.BLDG.	1,594.68	1,800.00	643.07		-100.00%
Total									48,425.39	52,448.00	49,160.88	14,587.00	-72.19%

FY 2016/17 BUDGET HIGHLIGHTS

Repairs & Maintenance

- ❖ Funds in these accounts were slightly lower due to transferring funds to specific departments within the division of the golf course.

GOLF FUND:

CHARITY CLASSIC

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Charity Golf Classic is held annually in June at the Glendale Lakes Golf Club. This division is responsible for capturing all of the costs of the event, as well as, the payment of the Charity Golf Classic proceeds to its respective recipients. In Fiscal Year 2016/17, the Golf Fund is estimating a community contribution of \$30,000.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
502	1714	717	16	14		E	TRAVEL, MEETING & CONF.	895.02	1,500.00	1,718.06	1,500.00	0.00%
502	1714	717	63	99		E	OTHER COMM. CONTRIBUTION	22,000.00	30,000.00	21,000.00	30,000.00	0.00%
502	1714	717	69	29		E	CHARITY CLASSIC EXPENSES	6,103.98	14,850.00	16,496.69	14,850.00	0.00%
Total								28,999.00	46,350.00	39,214.75	46,350.00	0.00%

FY 2016/17 BUDGET HIGHLIGHTS

Other Expenses

- ❖ Bronze sponsorships were adjusted based on past participation.
- ❖ Dinner Ticket funds were increased due to expected increased attendance for dinner.

GOLF FUND: CENTRAL SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Central Services Division is a centralized grouping for major costs shared by multiple Village departments such as; Medical Insurance, Unemployment Insurance, Illinois Municipal Retirement Fund Employer Contributions, Vacation and Sick Buyback, Health and Wellness and Opt Out Insurance.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
502	1718	516	15	11	E		UNEMPLOYMENT INSURANCE		2,000.00	4,000.00	2,000.00	0.00%
502	1718	516	16	10	E		IMRF-EMPLOYER	78,022.29	64,085.00	72,804.53	69,250.00	8.06%
502	1718	516	16	12	E		MEDICAL-EMPLOYER	108,158.74	111,335.00	108,892.04	113,658.00	2.09%
502	1718	516	16	18	E		SICK DAYS-BUY BACK ONLY	-9,570.98		19,268.29		0.00%
502	1718	516	16	30	E		OPT OUT-MED. INSURANCE	875.00		1,500.00	1,500.00	0.00%
502	1718	516	16	32	E		HEALTH & WELLNESS PROG.	286.20				0.00%
Total								177,771.25	177,420.00	206,464.86	186,408.00	5.07%

FY 2016/17 BUDGET HIGHLIGHTS

Personnel Services

- ❖ There were no significant changes made to this budget class.

INSURANCE FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

To account for costs attributable to the Village's Workers Compensation and General Liability Insurance programs. Financing is provided by an annual Property Tax Levy and operating transfers from other funds.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER							FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
402	0	511	24	81	E	LIABILITY INS. PREMIUMS	448,173.68	484,580.00	486,313.78	480,760.00	-0.79%
402	0	511	24	82	E	LIAB.INS.-CONSULTING	51,025.94	52,000.00	52,000.00	53,800.00	3.46%
402	0	511	24	83	E	LIAB.INS.-SELF INSURED	71,945.41	230,000.00	398,575.90	255,000.00	10.87%
402	0	981	93	3	E	TRANSFER TO-CAPITAL PROJ	30,000.00				0.00%
402	0	981	93	53	E	TRANSFER TO 2010 GOB		125,000.00	125,000.00		-100.00%
402	1111	513	10	10	E	F-TIME & REG.PART-TIME	34,145.23	34,680.00	36,085.02	36,092.00	4.07%
402	1111	513	15	10	E	EMPLOYEE BENEFIT-FICA	2,032.21	2,150.00	2,158.74	2,238.00	4.09%
402	1111	513	16	10	E	IMRF-EMPLOYER	4,580.81	4,799.00	4,728.97	4,900.00	2.10%
402	1111	513	16	12	E	MEDICAL-EMPLOYER	7,290.86	6,979.00	7,587.34	7,330.00	5.03%
402	1111	513	16	16	E	MEDICARE-EMPLOYER	475.31	503.00	504.93	523.00	3.98%

PENSION TRUST FUNDS

Pension Trust funds are used to account for assets held by the Village as trustee or agent for individuals, private organizations or other governmental units. The Village's Police Pension Funds provide pension benefits for all retired Police personnel.

The Village's Police Pension System (PPS) participants are obligated to fund all PPS costs, respectively, based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. The PPS are reported as pension trust funds because of the Village's fiduciary responsibility.

CAPITAL IMPROVEMENT PROGRAM

What is a Capital Improvement Program?

A Capital Improvement Program (CIP) is a major public infrastructure and planning tool for municipalities. The CIP is a statement of the Village's policies and financial abilities to manage the physical development of the community. The development of a five-year CIP provides a systematic plan for providing infrastructure improvements within a prioritized framework.

The CIP sets the general schedule within which public improvements are proposed to be undertaken. The five-year schedule represents estimated future capital needs that may be funded given projected revenue estimates. The CIP is reviewed and revised annually. Capital expenditures that are expected to have matching favorable revenues are included in the Annual Operating Budget that is presented to the Village Board as part of the annual budget process.

There are several benefits for developing and adopting a Capital Improvement Program. Not only does the CIP become a management tool for the Village Board and Executive staff, a CIP also provides valuable information to the citizens, developers and businesses who are interested in the development of the community. The CIP document also assists in leveraging available resources through improved timing of projects, and coordinating Village projects with those of other public or private entities.

Despite the many benefits of capital improvement programming, it is important to highlight the fact that this is a fluid document and guide. Changes can occur for many reasons. Revenues can fluctuate as a result of changing economic conditions or shifts in public policy. Private economic decisions can also affect the timing, scale and location of capital projects. Finally, community objectives are difficult to set and may be altered during the budget process when priorities are often revised.

In summary, a CIP should reflect community assets, community needs and community goals. A CIP should also provide guidelines for growth and development. Currently, the Village of Glendale Heights does not have a formalized CIP in place. Although the Village has not officially adopted a CIP, major capital expenditures are carefully identified, planned for, and budgeted assuming resources will become available.

The schedules which follow, summarize the Village's capital expenditures. Other attachments provide a greater level of detail for the anticipated operations and maintenance and capital expenditures respectively. The Enterprise Funds, including the Water, Sewer, and Water Pollution Control Facility along with the Glendale Lakes Golf Course are also summarized.

VILLAGE PROPERTY AND FUNDING SOURCES

The Village has responsibility for maintaining the following facilities and equipment:

Public Facilities

The Village is responsible for maintaining the following municipal buildings:

- ❖ Civic Center Campus
- ❖ GH₂O Aquatic Center
- ❖ Sports Hub
- ❖ Center for Senior Services
- ❖ Glendale Lakes Golf Club
- ❖ Historical House
- ❖ Public Works Facilities
- ❖ Parks and Fleets Facilities
- ❖ Water Pollution Control Facility

Public Parking Lots

The Village is responsible for maintaining the following parking lots:

- ❖ Aquatic Center Parking Lot
- ❖ Sports Hub Parking Lot
- ❖ Civic Center Campus Parking Lot
- ❖ Camera Park Parking Lot
- ❖ Public Works Parking Lot
- ❖ Water Pollution Control Facility Parking Lot
- ❖ Glendale Lakes Golf Club Lot
- ❖ 22 Public Park Parking Lots

Village Parks

The Village is responsible for maintaining the following building/properties related to its Parks, Recreation and Facilities Department:

- | | | |
|-------------------|-----------------------|--------------------------|
| ❖ Americana Park | ❖ Heritage Park | ❖ Ringneck Park |
| ❖ Camera Park | ❖ Millenium Park | ❖ Shorewood Park |
| ❖ Circle Park | ❖ Mill Pond Park | ❖ Sidney Park |
| ❖ College Park | ❖ Nazos Park | ❖ Siems Park |
| ❖ Gilberto Park | ❖ Ollman Park | ❖ Safety Town |
| ❖ Gladstone Park | ❖ Pheasant Ridge Park | ❖ Veterans Memorial Park |
| ❖ Glen Hill Park | | |
| ❖ Greenbriar Park | ❖ Reskin Park | ❖ Sports Hub |

Funding:

Since 2007, the Village has taken advantage of four separate Property Tax supported General Obligation and Build America Bond issues to fund several long awaited capital projects. In addition, the Village has been awarded a number of Federal and State grants, all used to

supplement capital project funding including local funds from the Village's General Fund and Recreation Fund reserves.

Capital Projects completed so far include:

- ❖ Renovations to Reskin Park
- ❖ Ornamental Fencing along Schmale Road adjacent to Glendale Lakes Golf Course
- ❖ Remodeling and renovations to the Village's Historical House
- ❖ The Center for Senior Citizens
- ❖ Sewer slip lining on several streets
- ❖ Bloomingdale Road water main replacement
- ❖ 2009 & 2010 Local Street Improvements
- ❖ Infrastructure Improvements (Water & Sewer System)
- ❖ Water Pollution Control Facility Improvements
- ❖ New Front Entrance to Village Hall – Now Fully Handicap Accessible
- ❖ Interior Remodeling of the Glendale Lakes Golf Course Clubhouse, Kitchen, and Patios
- ❖ New Police Station
- ❖ Interior Remodeling of Village Hall
- ❖ Sports Hub Renovation
- ❖ Aquatic Center Expansion
- ❖ Wayfinding Signs for the Civic Center Campus

Though these bond proceeds were able to help the Village take major strides in completing capital projects that needed to be accomplished, there are still other capital improvements that the Village will need to address in the upcoming years. Emphasis will need to be placed on funding projects in several Village Parks which all have playground equipment that will need to be replaced during the same upcoming timeframe. While the Village will continue to seek out grant opportunities, it is anticipated that the majority of funds to complete these projects will come from transfers from the General Fund and Recreation Fund, as well as dedicated proceeds from a cellular tower rental agreement at Camera Park. At this time, the Village does not plan on borrowing again for Capital Improvements.

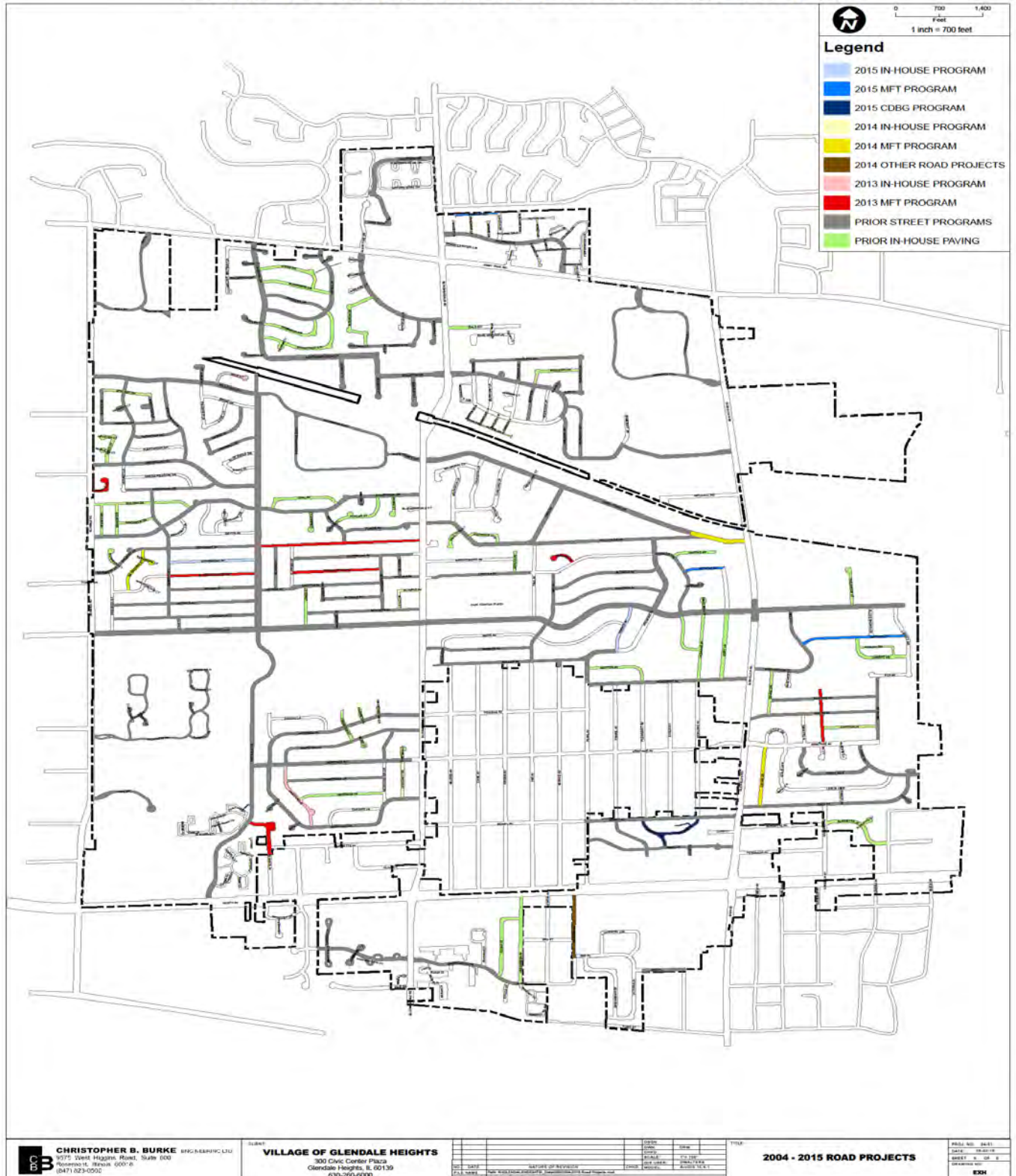
Streets

The Village of Glendale Heights street system consists of 76 miles of asphalt and concrete streets. During the 2008 and 2009 Bond Projects, the Village completed several miles of restructuring and resurfacing of the Village's streets. The streets are monitored on an annual basis, rated, and are given a projected date for resurfacing.

Funding:

The funding for street resurfacing is provided mainly by the Motor Fuel Tax Fund and supplemented by the Infrastructure Fund.

2004-2015 ROAD PROJECTS



Infrastructure

The Village of Glendale Heights infrastructure system consists of 76 miles of water mains, 83 miles of sanitary sewers, 840 street lights, 4 water towers and 1,303 fire hydrants. The water mains and sanitary sewers are monitored on an annual basis, rated, and are given a projected date for replacement.

Funding:

The funding for infrastructure improvements is provided mainly by the Environmental Fund and supplemented by the Motor Fuel Tax Fund, Infrastructure Fund, bonds and grants.

Vehicles and Equipment

The Village maintains 121 vehicles and over 250 pieces of equipment for use by Village staff in the performance of their duties.

Funding:

The Vehicle Replacement Fund (VRF) is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of Vehicles, Equipment, and HVAC units by all Village Departments. Revenues in this fund come from transfers from all departments with vehicles and from proceeds of vehicles which may be sold. Expenses in this fund are the actual purchase of vehicles and equipment by the Village.

Every year during the budget process the schedule of vehicles and equipment for replacement is updated to ensure that accurate vehicle lives and replacement costs are included in the replacement schedule. Each department then submits their requests for replacement for the upcoming year and collectively the VRF committee approves the requests for replacement. The need to replace a vehicle is based on the vehicle's actual condition, number of miles/hours of use, maintenance history and projected future maintenance costs as well as an analysis of the type of vehicle replacement that is needed, and if other options exist for not replacing the vehicle. If a department requests to upgrade a vehicle from its original replacement model, the cost difference is budgeted in the respective department's operating budget.

Based on the approved budget, each fund transfers its contributions to the VRF on a quarterly basis throughout the year. Planning for the replacement of vehicles in this manner eliminates the financial impact that replacing an expensive vehicle or several vehicles all at once will have on a department's operating budget and fund in any given year.

Due to the decline in the economy, the vehicle replacement fund has been short funded in recent years based on the estimated required contribution for each fund; General Fund, Environmental Fund, Golf Fund, Parks & Recreation Fund, and the ESDA Fund. This upcoming year, each fund is contributing only the amount necessary to fund its own scheduled vehicles that are budgeted to be replaced in FY 2017.

Equipment items that are not included in the VRF are budgeted when needed to be replaced and are paid for by the department and fund making the request. The approval of equipment is made by the Village Board at the time of approving the annual budget.

Computer Equipment

The Village maintains several hundred pieces of computer type equipment items such as desktops, laptops, printers, network infrastructure equipment, tablets, and smart phones that are for use by Village staff in the performance of their duties.

Funding:

The Computer Replacement Fund is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of hardware and software licenses by all Village departments. Revenues in this fund come from transfers from all departments with computers. Expenses in this fund are the actual purchase of hardware and software by the Village.

Examples of assets in the Computer Replacement Fund include computers, software licenses, servers, and network equipment. Each asset's replacement cost and useful life is evaluated and contributions to this fund are determined during the annual budget process.

Due to a still recovering economy, the Village decided to delay contribution into this fund in FY 2015/16. The Fund is considered to have been fully funded up until fiscal year 2014/15. A change has been made in the manner in which funding for computer hardware and software items are managed beginning in this budget year. Items with an anticipated cost of \$5,000 and under are reflected in the applicable Fund. Items costing over \$5,000 will remain in the Computer Replacement Fund.

CAPITAL EXPENDITURES SUMMARY BY FUND

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET
101	1210	911	81	10	E		POLICE DEPARTMENT				500.00
101	1211	911	81	10	E		POLICE DEPARTMENT		7,772.00	7,144.70	5,000.00
101	1213	911	82	10	E		VEHICLES	370.23	1,000.00	672.43	1,000.00
101	1511	911	81	13	E		PUBLIC WORKS-STREETS	3,399.98	9,300.00	4,668.72	10,000.00
101	1616	911	82	12	E		PARKS & GROUNDS EQUIP.	6,179.00	21,790.00	21,790.12	28,100.00
101	1616	911	87	14	E		PARKS AND GROUNDS	5,929.96	6,500.00	6,500.00	8,000.00
201	1610	911	81	17	E		RECREATION EQUIPMENT	3,683.11			16,600.00
201	1610	911	84	99	E		OTHER FURNITURE & FIXTURE				7,200.00
204	0	911	87	13	E		STREET IMPROVEMENT PGM	1,404,997.76	1,000,000.00	874,939.01	
206	0	911	82	10	E		VEHICLES		15,777.00	21,903.00	
209	0	911	84	99	E		OTHER FURNITURE & FIXTURE		5,750.00		5,750.00
212	0	911	87	12	E		INFRASTRUCTURE IMPROVMNT		20,000.00		20,000.00
212	0	911	87	13	E		STREET IMPROVEMENT PGM	172,050.25	756,500.00	707,380.00	1,460,000.00
241	0	911	86	10	E		LAND ACQUISITION		325,000.00		325,000.00
241	0	911	87	13	E		STREET IMPROVEMENT PGM	1,243,058.56	886,483.00	359,897.49	3,420,492.00
244	0	911	87	13	E		STREET IMPROVEMENT PGM		320,000.00		
245	0	911	86	10	E		LAND ACQUISITION	263,800.72	330,000.00	324,462.69	
258	0	911	87	13	E		STREET IMPROVEMENT PGM				100,000.00
301	0	911	82	10	E		VEHICLES	592,812.52	254,199.00	244,465.20	380,904.00
302	0	911	83	13	E		P.C. HARDWARE	33,346.99	41,400.00	35,775.55	
302	0	911	83	30	E		OTHER COMPUTER EQUIPMENTS	7,097.98	88,156.00	76,187.35	44,780.00
303	0	911	81	16	E		PARKS & GROUND EQUIPMENT		132,190.00	7,036.80	100,000.00
303	0	911	85	17	E		PARKS AND GROUNDS		73,000.00	37,310.83	
303	0	911	87	14	E		PARKS AND GROUNDS	275,499.93	415,270.00	47,709.33	182,298.00
306	0	911	81	17	E		RECREATION EQUIPMENT				12,000.00
353	0	911	50	13	E		SPORTS HUB/AQUATIC PARK	74,999.20	312,286.00	291,215.46	
353	0	911	50	14	E		AQUATIC CENTER PARKING LT	2,519.95			
353	0	911	50	15	E		CIVIC CENTER EAST PARKING	75,272.05			
353	0	911	50	17	E		CIVIC CTR/PROPERTY IMPV	146,558.51	250,000.00	67,009.00	
353	0	911	50	19	E		GOLF COURSE PATIO IMPROVE	5,405.86		5,635.35	
353	0	911	50	20	E		NEW POLICE DEPT.BUILDING	13,089.76	14,645.00	28,857.12	
353	0	911	87	26	E		CAMPUS WAYFINDING SIGNAGE	15,967.75	302,582.00	221,769.57	
501	1510	911	81	20	E		METER PURCH NEW DEVELOPM				
501	1510	911	84	99	E		OTHER FURNITURE & FIXTURE	149.99	2,600.00	774.09	350.00
501	1512	911	81	14	E		PUBLIC WORKS-WATER	25,865.91	95,000.00	51,104.55	97,200.00
501	1512	911	87	10	E		INFRASTRUCTURE-WATER	150,314.68	440,278.00	134,262.00	701,476.00
501	1513	911	10	10	E		F-TIME & REG.PART-TIME	554,379.78	592,725.00	580,319.33	536,414.00
501	1513	911	81	15	E		PUBLIC WORKS-SEWER	35,001.44	75,000.00		15,000.00

501	1513	911	87	11	E	INFRASTRUCTURE-SEWER		380,000.00	1,390.00	550,000.00
501	1514	911	81	19	E	PUBLIC WORKS-W.TREATMENT	42,300.00	78,300.00	75,828.02	46,075.00
502	1710	911	87	15	E	GOLF COURSE IMPROVEMENTS	7,557.61	38,750.00		5,000.00
502	1712	911	84	11	E	TABLES	3,753.18	1,000.00		2,100.00
502	1713	911	81	18	E	GOLF COURSE EQUIPMENT	11,438.30	4,200.00	1,807.30	7,000.00
502	1713	911	87	15	E	GOLF COURSE IMPROVEMENTS	43,014.59	10,000.00		10,000.00
						Total Capital Expenditures	5,219,815.55	7,307,453.00	4,237,815.01	8,098,239.00

SUMMARY OF CAPITAL REQUESTS BY FUND

CAPITAL EXPENDITURES BY TYPE

Fund Type	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20
General Fund				
Hesterman Ditch				
Retaining Wall & FES	X			
Special Revenue Funds				
Road Improvements				
CDBG Fullerton Avenue Reconstruction	X			
E Altgeld Avenue	X			
Hilldale Lane	X			
Jamison Drive	X			
Westchester Drive	X			
Van Meter Court	X			
Brandon Drive		X		
Gregory Avenue		X		
Montana Avenue		X		
Opal Avenue		X		
Lincoln Avenue			X	
River Drive			X	
Terry Road			X	
Victoria Lane			X	
Amherst Circle				X
Goodrich Avenue				X
Jacobsen Avenue				X
Terry Road East				X
Westberg Street			X	
West Wrightwood Avenue			X	
Armitage Ditch				
Repair concrete floor of the box culvert				X
Leslie Lane Storm Sewer	X			
TIF 1 Infrastructure Improvements				
Menards Lift Station Retrofit	X			
North Avenue Flood Mitigation Project		X		

Enterprise Funds				
Secondary Clarifiers - Replace weirs and troughs	X			
Fine Screen Rehabilitation		X		
Sludge Garage - Sludge Hauling Alterations		X		
Primary Tanks Rehabilitation		X	X	
Digester - Purchase 2 new Blowers			X	
Structural Deficiencies			X	X
Spare Digester - Replace Diffusers and cover				X
DRSCWG Capital Projects (Phosphorus Condition)	X	X	X	X
SCADA Modifications	X			
Brandon Ct Water Tower Rehab	X			
2163 Gladstone Ave Building Repairs	X			
Payson Circle Manhole Repairs Phase 1	X			
Payson Circle Sewer Relining	X			
Glen Ellyn Water Tower - Payment 3	X			
Brandon Ct Water Tower - Payment 1	X			
Brandon Ct Water Tower - Payment 2		X		
Brandon Ct Water Tower - Payment 3			X	
784 Burdette Water Tower Rehab		X		
210 North Ave (north) Stge Tank Rehabilitation		X		
Payson Circle Lift Station Retrofit		X		
Payson Circle Manhole Repairs Phase II		X		
North Avenue Structural Repairs			X	
North Avenue Sewer Relining			X	
Glengary Water Main Replacement				X
E. Altgeld Water Main Replacement				X
Gravity CA Structural Repairs				X
Gravity CA Sewer Relining				X
Millpond Lift Station Retrofit				X

SUMMARY OF CAPITAL REQUESTS BY FUND (cont.)

		FY	FY	FY	FY
		2016/17	2017/18	2018/19	2019/20
Capital Project Funds					
Nazos Park					
	Replace playground structure	X			
	Reconstruct tennis courts	X			
	Main parking lot overlay	X			
Mill Pond Park					
	Replace playground structure	X			
Siems Park					
	Replace playground structure	X			
Aquatic Center					
	Remove sand volleyball court			X	
	Add new splash pad area			X	
Glen Hill Park					
	Develop a soccer field adjacent to Glen Hill Park		X		
	Replace playground structure		X		
Americana Park					
	Renovate existing ball field to drain water properly		X		
	Develop one full or half basketball court		X		
	Consider soccer field to overlap use with existing baseball field		X		
	Consider adding Disc Golf		X		
Millennium Park					
	Replace playground structure			X	
Ollman Park					
	Replace playground structure			X	
	Reconstruct tennis courts	X			
	Parking lot overlay	X			
Camera Park					
	Develop new spray park				X
	Develop new cricket field				X
	Provide fishing station/pier access to wetland and pond				X
	Consider development of an 18-hole Disc Golf Course				X
	Reconstruct gazebo parking lot		X		
Circle Park					
	Parking lot overlay	X			

College Park					
	Remove, move and replace existing basketball court	X			
	Re-design parking lot	X			

POLICE PENSION FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Police Pension Plan is a single-employer defined benefit pension that covers all sworn police personnel. Although this is a single-employer pension plan, the defined benefits and employee and employer contribution levels are governed by the Illinois State Statutes and may be amended only by the Illinois legislature. The Village accounts for the plan as a pension trust fund. A Pension Trust Fund is used to account for assets of defined pension plans, defined contribution plans, other post employment benefit plans or other benefit plans held by a government in a trustee capacity.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER						TYPE	DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2016 ACTUAL	FY 2017 BUDGET	% Change
601	0	461	30	10	R		INTEREST INCOME	1,006,447.01	500,000.00	1,106,304.82	500,000.00	0.00%
601	0	481	41	10	R		POLICE PENSION W/H	409,149.68	442,000.00	491,287.67	442,000.00	0.00%
601	0	481	45	10	R		VILLAGE POLICE PENSION	1,654,144.06	1,634,855.00	1,641,414.22	1,737,778.00	6.30%
601	0	481	71	10	R		(GAIN) & LOSS INVESTMENTS	1,139,368.52		-906,455.68		0.00%
601	0	481	89	10	R		MISCELLANEOUS INCOME			561.68		0.00%
601	0	518	10	98	E		TEMPORARY HELP	3,750.00	2,500.00		2,500.00	0.00%
601	0	518	16	14	E		TRAVEL, MEETING & CONF.	2,389.92	3,375.00	3,109.84	3,375.00	0.00%
601	0	518	21	10	E		AUDITING	1,250.00	1,250.00	1,250.00	1,250.00	0.00%
601	0	518	21	11	E		LEGAL	6,150.00	8,500.00	4,450.00	8,500.00	0.00%
601	0	518	24	11	E		LIABILITY INSURANCE	5,073.00	5,100.00	5,100.00	5,100.00	0.00%
601	0	518	24	23	E		INVESTMENT-MANAGEMENT	152,055.34	90,000.00	144,242.28	90,000.00	0.00%
601	0	518	62	10	E		MEMBERSHIP DUES	6,751.91	6,800.00	7,210.88	6,800.00	0.00%
601	0	518	69	10	E		PENSION REFUNDS	10,144.50	20,000.00	73,154.69	20,000.00	0.00%
601	0	518	69	11	E		DISABILITY PENSIONS	196,808.80	197,461.00	197,786.32	204,471.00	3.55%
601	0	518	69	12	E		RETIREMENT PENSIONS	1,326,980.73	1,447,453.00	1,566,360.93	1,933,368.00	33.57%
601	0	518	69	14	E		SURVIVOR BENEFITS	127,420.44	127,420.00	127,420.44	127,420.00	0.00%
601	0	518	69	99	E		MISCELLANEOUS EXPENSE		120.00		120.00	0.00%

ADMINISTRATIVE POLICY

MONITORING OF POSTINGS AND/OR CODINGS TO THE BUDGET

All departments are required to review Accounts Payable, Journal Entries, Encumbrances, etc. and all transactions on their respective budget statements on a monthly basis. If there are any incorrect general ledger accounts(s) used and/or mis-posting within their respective departments, they are to be corrected via Journal Entry Re-class form within 10 working days of receipt of the Budget Statement. A Journal Entry Re-class form will be completed by the department and submitted to the Finance Department. Forms should have supporting detail attached.

If the Journal Entry Re-class form is charging the budget of another Department, staff are required to advise that Department in writing of their action. Departments should not be charged without their approval.

If staff are processing a voucher and charging another department part or all of the expense, they must get that department manager's approval on the voucher prior to sending it to Accounts Payable for payment processing. This is not applicable to a monthly recurring charge such as payroll, insurance, legal expense, DuPage Water Commission and similar regular monthly transactions.

After the Six Month Review is prepared, NO Journal Entry Re-class forms are to be submitted affecting a transaction posted to the General Ledger prior to October 31st.

VILLAGE EXCEED BUDGET APPROVAL (VEBA)

It is the policy of the Village of Glendale to adopt a zero base, line item budget each fiscal year. It is the responsibility of each Department Manager to carry out public services and business operations in their respective departments within the appropriated amount of funds provided in each line item (including sub-line items) in the fiscal year budget.

The Village Exceed Budget Approval (VEBA) is designed to recognize that all situations and conditions cannot be anticipated in the budget process. Unforeseen situations arise during the course of the fiscal year that require the expenditure of funds that exceed the funding in a particular line item or sub-line item, or that were not budgeted for at all. Some examples include, a higher than expected increase of insurance rates, the breakdown and needed repair of an essential piece of equipment, a natural disaster that resulted in higher than average overtime wages, a new or expanded public service initiated by the Village Board, or a recreation program with higher than anticipated participants resulting in the higher expenses.

In an effort to control and reduce the number of VEBA forms that are submitted and the associated financial impact, the following VEBA policy is established:

VEBA FORM SUBMITTAL & AUTHORIZATION

1. All Department Managers are responsible for reviewing and analyzing ALL of their budget account numbers and line items on a monthly basis to monitor spending during the course of the fiscal year, and to identify and correct errors in account number expenses or allocated charges within 30 days. When one department has expenses that need to be charged to another department's account, the department head responsible for the account must give approval PRIOR to the charge being processed. The Finance Director is responsible for all accounts in the General Fund Central Services accounts.
2. Department Managers must submit a VEBA form and secure authorization from the Village Administrator to shift funds between sub-line items in any single account even when such shifting of funds may not result in an overall need for more funding in the account.
3. Department Managers must submit a VEBA form and secure written authorization from the Village Administrator PRIOR to committing to any expense that is either over the line item budgeted funds or was not specifically budgeted. A complete and accurate explanation together with a copy of the computer system print out of the specified account must be attached.
4. A calculation must be provided for any request for an expense increase that is substantiated by an associated revenue increase. For example, if a recreation program has a greater number of participants than anticipated, therefore the expenses to run the program are also greater, an explanation of the original revenue/expense calculation compared to the actual revenue/expense calculation must be provided on the VEBA form.
5. Department Managers are responsible to maintain their own records of all VEBA authorizations for shifting funds between sub-line items and for additional funding authorizations. All additional fund authorizations during the first six months of the fiscal year must be entered into the six-month review system and clearly stated as pre-approved.

BUDGET MANAGEMENT POLICY

BACKGROUND

Each year, the Village Board approves an annual budget and subsequently approves an Appropriations Ordinance which grants spending authority to Village staff. Great care is taken by Staff and Board members to anticipate the necessary expenditures for the upcoming fiscal year, with priority given to the protection of human health, the preservation of private and

public assets and sustaining and / or enhancing the quality of life within the community. The intent of this policy is to provide direction to Staff on how to best manage the approved budget while incurring the necessary expenses to provide quality services.

LEGAL LEVEL OF BUDGETARY CONTROL:

Department level, or where no departmental segregation of a fund exists, the fund level.

EXPENDITURES WITHIN BUDGET

Certain expenditures are essential to providing public services such as salaries, commodities and capital outlay. These expenditures have been budgeted based on the best information available during the budget process. Staff prepares a detailed budget document listing each expected item for the fiscal year. Once approved by the Village Board, Staff is charged with managing the expenditures of their departments as close to the approved budget as possible. Staff is responsible for ensuring all expenditures are considered necessary, competitive whenever possible and procured through the purchasing policy of the Village.

In the event a budgeted item is no longer necessary, staff may substitute alternate purchases as long as the expenditure is again necessary as well as appropriate. However, when possible staff is strongly encouraged to allow any surplus for the year to accrue as maintaining the fiscal health of the Village funds is vital to financial stability. Staff will not purchase any non-necessary items with the justification of having budget funds available.

EXPENDITURES OUTSIDE OF THE BUDGET

The actual costs of providing Village services will on occasion vary from the approved Village budget due to extraordinary circumstances, acts of nature, unforeseen changes to the market and various other causes. When Staff encounters situations requiring expenditures either in excess of the approved amount or unbudgeted altogether, Staff will evaluate options for remedying the over-budget situation in the following order:

1. Determine if other items budgeted within the same account will not be necessary during the fiscal year sufficient to cover the unplanned item(s). If so, no other action is necessary at this point.
2. Identify any possible budget transfer. Budget transfers will be submitted first to the department director responsible for the account(s) in question and then to the Village Administrator for review, approval and application. Allowable budget transfers will meet all of the following criteria:
 - a) Within the same fund
 - b) Within the same department
 - c) Within the same object class (i.e. commodity to commodity, capital to capital, etc.)

- d) Sufficient funds exist in the account being transferred from in order to cover not only the transfer, but also any item(s) to be purchased from that account during the remainder of the fiscal year.
- 3. For over-budget situations that will be significant, a formal amendment will need Village board approval. These amendments will be brought to the board at the six-month budget review, or sooner if deemed necessary by the Village Administrator or designee. Any budget amendments that increase the total budgeted expenditures in a fund must be approved by the Village Board. To be considered, amendments will need to be submitted with all required details as follows:
 - b) Department director approval (or designee)
 - c) Village Administrator approval (or designee)
 - d) Finance Director approval (or designee)
- 4. For over-budget situations that will be minor compared to the total budget of the account, the account will be allowed to go over budget for the fiscal year with the requirement that sufficient budget funds exist within that fund AND department to absorb the deficit for the fiscal year. The Village Administrator and the Finance Director, will determine if the amount of deficit is minor or material.

REVIEW AND REPORTING

Department directors will be responsible for managing their approved budgets at the department level. They will be held accountable for all items charged to their accounts. Directors will need to monitor their accounts as any discrepancies from what is expected by a director should be reported to Finance for further detail.

Finance department staff will review the expense report closely each month to identify any material variances from budget. Department directors will be required to provide sufficient explanation as requested as to the cause of the material variances. The Finance Department will produce a monthly department report which will not only discuss important items of note but also provide useful and concise financial information for Village Board review. This report will be distributed to the Board no more than forty-five (45) days after each month end. Reports will be issued sooner where possible, allowing time for bank reconciliations and end-of-month accounting entries as well as report preparation and review.

CREDIT CARD POLICY

The Village of Glendale Heights shall upon the authorization of the Village Administrator issue credit cards to specified individuals and or a department for use on transactions of the Village of Glendale Heights. Use of the issued card is specific as authorized only for the use of a legal Village transaction.

The individual or department head is responsible to maintain security of the card to assure proper use. Further, the individual or department is responsible that payments of charges made on the card are promptly paid on time to avoid any late payment fees and interest charges. Note that on occasion the card may be delegated for use to a department not holding a credit card, when it is appropriate and convenient or necessary to have a Village credit card used. If that department has not paid the charge on time they are responsible for the late or interest fees. The individual or department are responsible to reconcile the monthly statement received from the card company to assure transactions charged are correct and any unpaid balance is correct and that a voucher for payment has been processed.

The card may be used only for approved budget items and in accordance with established purchasing policies. The card may not be used for a personal, non-work transaction.

When payment vouchers are processed, copies of the receipt of payment should be attached. Each such receipt or document should have an explanation of the purpose of the use of the card. Restaurant receipts should have listed the names of all persons included in the meal charges.

When credit cards are utilized for travel, advance deposits, reservations etc. an expense report needs to be promptly filed. The charges incurred on the credit card should be listed and designated on the expense report.

Upon transfer to another department or termination of employment the credit card needs to be returned to the Village of Glendale Heights and a written receipt of return secured.

The Village will also have credit cards issued by vendors such as Costco, Target, etc. These cards will be maintained by the Purchasing Department. They will be issued for use upon request and must be returned to the Purchasing Department immediately after the designated use.

FUND BALANCE POLICY

The Government Finance Officers Association (GFOA) recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the General Fund. Such a guideline should be set by the appropriate policy body and should provide both a temporal framework and specific plans for increasing or decreasing the level of unrestricted fund balance, if it is inconsistent with that policy.

The adequacy of unrestricted fund balance in the General Fund should be assessed based upon a government's own specific circumstances. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their General Fund of no less than two months of regular General Fund operating revenues or regular General Fund operating expenditures.

The Village Board of Trustees, acknowledge and embrace the need to ensure the financial security and solvency of the Village, to preserve and enhance the Village's investment grade credit ratings and to ensure the availability of funds for use in addressing expenses related to extreme situations, such as unforeseen emergencies, unanticipated expenditures and revenue shortfalls.

The Village Board of Trustees finds that maintaining a minimum unrestricted fund balance in the General Fund Reserve in an amount equal to no less than thirty-three and one-third (33.33%) percent (four (4) months) of the Village's budgeted General Fund operating expenditures shall suffice to ensure the satisfaction of the policy goals established in Resolution No. 2013 –R 76.

The Reserve established shall be maintained at an amount equal to no less than 33.33% (four months) of the General Fund's annually budgeted operating expenditures. The Reserve is established to pay for expenses caused by unforeseen emergencies or for shortfalls caused by revenue declines.

The Reserve Policy shall be reviewed by the Board of Trustees annually in conjunction with the adoption of the Budget.

INVESTMENT POLICY

SCOPE OF INVESTMENT POLICY

This investment policy applies to the Village of Glendale Heights except for the Police Pension Fund. It is inclusive of all other funds that that may be created from time to time during the budgeting process.

Moneys for the Police Pension Fund will be administered by the persons designated by the Board of Trustees for the Police Pension Fund or their appointed person.

PRUDENT PERSON POLICY

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the possible income to be derived.

OBJECTIVES OF INVESTMENT POLICY

The purpose of this policy is to establish guidelines and parameters for the management of cash assets of the Village of Glendale Heights. These guidelines are for Village officials charged with the responsibility for the stewardship of funds.

OBJECTIVES INCLUDE

1. Safety of principal is a foremost objective. Each investment transaction shall reasonably seek to ensure that capital losses are avoided.
2. The Village shall diversify investments to avoid incurring unreasonable risks. This shall include investment types and/or investment firms and institutions.
3. The Village investment portfolio shall remain sufficiently liquid to enable the Village to meet operating requirements which may be reasonably anticipated. A guideline for this amount would be to have 90 days liquid assets to cover operating expenses. Based upon reasonable investment decisions it may be more than 90 days.

RESPONSIBILITY FOR INVESTMENT PROGRAM

The establishment of investment policies is the responsibility of the Village Board, Village Administrator and the Village Treasurer. Management and administrative accountability shall be delegated to the Director of Finance under the direction of the Village Administrator. The Director of Finance shall be authorized to conduct transactions of investment and/or reinvestment of funds in accordance with this investment policy.

The responsibility for investment activities of the Police Pension Fund rests with the Board of Trustees of the Police Pension Fund.

CASH MANAGEMENT

Receipts

All monies due the Village shall be collected as promptly as possible. Monies that are received shall be deposited in an approved financial institution no later than two business days after receipt by the Village. Exception to this time may be applicable under extenuating circumstances. Amounts that remain uncollected after a reasonable length of time shall be subject to any legal means of collection and may include penalties and/or cost of collection including but not limited to administrative and legal cost incurred.

All financial institutions (banks, savings or building loan and credit union) are required to submit the complete "Call Report" required by their regulatory authority each annual quarter within 30 days of the date their regulatory authority requested same (commonly March, June, September, & December of each year).

Disbursements

Any disbursement due suppliers of goods and/or services or to employees for salaries and wages shall be contingent upon an available budget appropriation. Disbursements are made in accordance with Village policy.

Pooling of Cash

Except where otherwise provided by the Board of Trustees, the Village Finance Director will be authorized to pool the cash of various funds to enhance investment earnings where in his/her opinion it is advantageous and prudent to do so. Investment income will be allocated to the various funds based upon their respective participation.

Accounting

The Village of Glendale Heights maintains its accounting records on the basis of fund accounting. Each fund is considered a separate accounting entity. All investment transactions shall be stated at fair value in accordance with GASB Statement 31.

Financial Institutions

The Village of Glendale Heights shall select financial institutions on the following basis:

Security: Selected financial institutions shall be a member of the FDIC or the FSLIC systems. The institution shall be required to post required collateral for funds in excess of the FDIC or FSLIC insurable limits. The Village will not maintain deposits in any financial institution in which Village funds on deposit will exceed Seventy-Five (75%) percent of the institutions' capital stock and surplus. Reasonable fees and charges for services rendered by the institution are normal, anticipated and acceptable. Fees are inclusive of a reasonable cost factor for collateralization when required and applicable.

Location: When possible the Village will utilize financial institutions within the Village of Glendale Heights and not precluded by other standard of this policy. However other qualified depositories may be used regardless of location.

Statement of Condition: The Village will maintain for public and management, current statements of condition for each financial institution named as a depository. The refusal of any said institution to provide such data upon request may serve as sufficient cause for withdrawal of funds.

Investment Selection: The Village may invest in any type of security allowed in the Illinois Statutes except that it should specifically avoid any purchase of financial forwards or futures, any leveraged investments, lending securities or derivatives. Investments shall be selected to provide asset growth and to accomplish the goals of the Village.

COMMERCIAL PAPER

A Standard & Poor's commercial paper rating is a current assessment of the likelihood of timely payment of debt considered short-term in the relevant market. Ratings are graded into several categories ranging from "A-1" for the highest quality obligations to "D" for the lowest. These categories are as follows:

- A-1 This highest category indicates that the degree of safety regarding timely payment is strong. Those issues determined to possess extremely strong safety characteristics are denoted with a plus sign (+) designation.
- A-2 Capacity for timely payment on issues with this designation is satisfactory. However, the relative degree of safety is not as high as for issues designated "A-1".
- A-3 Issues carrying this designation have adequate capacity for timely payment. They are, however, more vulnerable to the adverse effects of changes in circumstances than obligations carrying the higher, designations.

The Village shall invest primarily in A-1 Rated Paper. Due to availability and a higher return on Investment, A-2 may be utilized but not to exceed Fifteen (15%) percent of total investments. A-3 not to exceed Five (5%) percent of total investment. However, the total investment of A-2 and A-3 combined shall not exceed Fifteen (15%) percent.

CERTIFICATES OF DEPOSIT

Investments shall be made in transaction amounts not to exceed FDIC limits in financial institutions with FDIC coverage.

DIVERSIFICATION AND MATURITIES

In order to reduce the risk of default, the investment portfolio of the Village shall not exceed the following limits unless specifically authorized by the Board of Trustees.

No financial institution shall hold more than Fifty (50%) percent of the Village investment portfolio, exclusive of U.S. Treasury securities.

Commercial paper shall not exceed Twenty (20%) percent of the Village's investment portfolio.

Illinois Funds shall not exceed Fifty (50%) percent of the Village's investment portfolio.

Up to Twenty (20%) percent of the Village's investment portfolio may be invested for a maximum period of Three (3) years.

Certificates of deposit shall not exceed FDIC limits. The Village may invest in more than one certificate of deposit at an individual banking institution provided that the total value of the certificates of deposit at said institution shall not exceed FDIC limits. Brokered certificates of deposit shall not exceed Fifty (50%) of the Village's investment portfolio.

Maturities of invested funds shall be determined by the Director of Finance. They shall be determined by the cash operating requirements, return on investment opportunity and any pertinent reasonable judgment. Except as provided herein General Fund and Special Revenue Funds shall be limited to a maximum of thirty-six (36) months from the date of purchase. Other

funds shall have a guideline of thirty-six (36) month maximum, but may be purchased with a longer maturity to match future project or liability requirements.

COLLATERAL

It is the policy of the Village to require that funds on deposit in excess of FDIC or FSLIC limits be secured by some form of collateral. The applicable institution must submit that list of collateral for approval by the Village. The following are acceptable assets as collateral.

1. United States Government Securities
2. Obligations of Federal Agencies
3. Obligations of Federal Instrumentalities
4. Obligations of the State of Illinois

The amount of collateral provided will not be less than One Hundred Ten (110%) percent of the fair market value of the net amount of public funds secured, the ratio of fair market value of collateral to the amount of funds secured will be reviewed quarterly, and additional collateral will be requested when the ratio declines below the required level. Collateral agreements will preclude the release of pledged assets without the authorized signature from the Village of Glendale Heights.

INTERNAL CONTROLS

The Director of Finance shall establish a system of internal controls complying with accepted accounting principles. These controls may be revised or vary from time to time to comply with General Ledger systems and improved methods and/or procedure. The internal controls shall be reviewed for approval in conjunction with the annual examination of the financial statements and procedures of the Village. The controls shall be designed to prevent loss of public funds arising from fraud, employee error, misrepresentation of third parties or imprudent actions by employees and officers of the Village. The general ledger accounts will be reconciled monthly to institution or investment statements.

REPORTING

The Director of Finance shall submit monthly investments or supplemental reports or statements that provide the following information:

1. Principal type of investment and where invested by fund
2. Earnings for the current month and year to date

Reports and statements are not limited and may contain additional informative data.

The reports shall be provided to the Village President Board of Trustees and other Village managers as deemed appropriate.

AMENDMENT

This policy shall be reviewed periodically and any changes will be presented to the Board of Trustees for their approval.

PURCHASING POLICY

(Village Code – Title 3, Chapter 1)

PURPOSE; SCOPE; EXEMPTIONS:

Purpose:

The purpose of this chapter is to provide for the fair and equitable treatment of all persons involved in public purchasing by the village, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity.

Scope:

This chapter applies to contracts for the procurement of equipment, supplies, services and construction of public improvements entered into by the village. It shall apply to the expenditure of public funds by the Village for public purchasing. When the procurement involves any expenditure regulated by federal or Illinois law or by federal or Illinois regulations, the procurement shall be conducted in accordance with any mandatory applicable laws and regulations. (Ord. 2007-100, 10-18-2007)

Exemptions:

The provisions of this chapter shall not apply to the selection of the Village attorney who shall be appointed by the Village president pursuant to section 1-7-3 of this code or other special legal counsel retained by the village. (Ord. 2009-62, 11-19-2009)

The provisions of this chapter shall not apply to the purchases made by the Village director of golf course operations pursuant to section 1-7E-1 of this code. (Prior ord.)

PURCHASING AGENT:

Administrative Services Manager Serve As

Except as otherwise provided herein, the administrative services manager shall serve as the principal public purchasing official for the Village and shall be responsible for the procurement of equipment, supplies, contractual services and construction of public improvements in accordance with this chapter, as well as the management and disposal of supplies. In the event of a vacancy in the office of the administrative services manager, the Village administrator shall act as the administrative services manager until such time as the office is no longer vacant.

Duties

In accordance with this chapter and subject to the supervision of the Village administrator, the administrative services manager shall:

1. Procure or supervise the procurement of equipment, supplies, contractual services, and construction of public improvements needed by the village;
2. Exercise general supervision over all inventories of equipment and supplies belonging to the village;

3. Sell, trade, or otherwise dispose of surplus equipment or supplies belonging to the village; and establish and maintain programs for specifications development, contract administration, inspection and acceptance, in cooperation with the departments using procured equipment, supplies, and contractual services, in construction of public improvements.

Delegation of Purchasing Duties

With the approval of the Village president, Village administrator and board of trustees, the administrative services manager may delegate authority to other Village officials to purchase certain equipment, supplies, contractual services, or construction of public improvements items if such delegation is deemed necessary for the effective procurement of those items. (Ord. 2007-100, 10-18-2007)

COMPETITIVE SEALED BIDDING

All contracts of the Village for the purchase of equipment, supplies, contractual services or construction of public improvements exceeding ten thousand dollars (\$10,000.00) shall be awarded by competitive sealed bidding, except as otherwise provided.

The administrative services manager shall issue an invitation for bids which shall include specifications and all contractual terms and conditions applicable to the procurement.

Adequate public notice of the invitation for bids shall be given not less than ten (10) calendar days prior to the date set forth therein for the opening of bids. Such notice may include publication in a newspaper of general circulation within the community in a reasonable time prior to bid opening. The public notice shall state the place, date, and time of bid opening.

Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids.

Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspections, testing, quality, workmanship, delivery, and suitability for particular purposes. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable such as discounts, transportation costs, and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used.

Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. If mistakes are discovered before bid opening, the bid may be withdrawn by written notice received in the office designated in the invitation for bids prior to the time set for bid opening. Any modification prior to the bid opening must be submitted in a sealed envelope prior to the scheduled opening of the bid. After bid opening, no changes in bid prices or other provision of bids prejudicial to the interest of the Village or fair competition shall be permitted.

In lieu of the bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if, in the sole judgment of the board of trustees:

1. The mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident; or
2. The bidder submits evidence which clearly and convincingly demonstrates that a mistake was made.

All requests to permit the correction or withdrawal of bids or to cancel awards or contracts based on bid mistakes shall be supported by a written request to the administrative services manager indicating the reason for the request.

Unless all bids are rejected by the board of trustees, the contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids. In the event the low responsive and responsible bid for a construction of public improvements project exceeds available funds, the administrative services manager is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and responsible bidder, in order to bring the bid within the amount of available funds.

When it is considered impractical to prepare initially a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of un-priced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation. (Ord. 2007-100, 10-18-2007)

COMPETITIVE SEALED PROPOSALS

When the board of trustees determines that the use of competitive sealed bidding is either not practicable or not advantageous to the village, a contract may be entered into by use of the competitive sealed proposals method.

Proposals shall be solicited through a request for proposals.

Adequate public notice of the request for proposals shall be given in the same manner as provided in subsection 3-1-3C of this chapter, provided the minimum time shall be twenty (20) calendar days. (Prior ord.)

No proposals shall be handled so as to permit disclosure of the identity of any offerer or the contents of any proposal to competing offerers prior to the time at which the proposals are due. A register of proposals shall be prepared containing the name of each offerer, the number of modifications received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after the time at which proposals have been formally awarded. (Ord. 2007-100, 10-18-2007)

The request for proposals shall state the relative importance of price and other evaluation factors.

As provided in the request for proposals, discussions may be conducted with responsible offerers who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerers shall be afforded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers.

The award shall be made by the board of trustees to the responsible offerer whose proposal is determined to be the most advantageous to the village, taking into consideration price and the evaluation factors set forth in the request for proposals. (Prior ord.)

AUTHORIZATION OF AWARD AND FORMAL BID WAIVERS

The Village administrator shall have the authority to provide approval authorization of recommendations for all formal bid waivers, award of formal sealed competitive bids, and award of request for proposals with monetary values not to exceed twenty thousand dollars (\$20,000.00). The Village president and board of trustees shall provide authorization for values exceeding twenty thousand dollars (\$20,000.00), or values below twenty thousand dollars (\$20,000.00) as requested by the Village administrator, of the award of formal sealed competitive bids and award of request for proposals. The board of trustees, by a vote of two-thirds ($\frac{2}{3}$) of all trustees elected, may waive any and all requirements of section 3-1-3 or 3-1-4 of this chapter. (Ord. 2007-100, 10-18-2007; amd. 2011 Code)

SMALL PURCHASES

Any purchase not exceeding ten thousand dollars (\$10,000.00) may be made in accordance with the small purchase procedures authorized in this section. Contract requirements shall not be artificially divided so as to constitute a small purchase under this section. (Ord. 2007-100, 10-18-2007)

Insofar as is practical for small purchases in excess of one thousand dollars (\$1,000.00), no less than three (3) businesses shall be solicited to submit quotations. The award shall be made to the business offering the lowest acceptable quotation and in the best interest of the village. The names of the businesses submitting quotations and the date and amount of each quotation shall be recorded and maintained as part of the purchase record. (Prior ord.)

The administrative services manager shall adopt operational procedures for making small purchases of one thousand dollars (\$1,000.00) or less. Such operational procedures shall provide for obtaining adequate and reasonable competition for the supply, service, or construction of public improvements being purchased. (Ord. 2007-100, 10-18-2007)

SOLE SOURCE PROCUREMENT

A contract may be awarded without competition when the administrative services manager determines, in writing, after conducting a good faith review of available sources, that there is only one source for the required equipment, supply, service, or construction item. A record of sole source procurement shall be maintained as a public record and shall list each contractor's name, the amount and type of each contract, a listing of the item(s) procured under each contract, and the identification number of each contract file. For contracts with values of ten thousand dollars (\$10,000.00) to twenty thousand dollars (\$20,000.00), the administrative services manager must obtain prior authorization from the Village administrator, and contracts with values exceeding twenty thousand dollars (\$20,000.00) must be authorized by the Village president and board of trustees. (Ord. 2007-100, 10-18-2007; amd. 2011 Code)

EMERGENCY PROCUREMENT

Notwithstanding any other provisions of this chapter, the Village administrator may make or authorize the administrative services manager and others to make emergency procurement of equipment, supplies, contractual services, or construction items when there exists a threat to the public health, welfare, or safety; provided, that such emergency procurement shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the contractor's name, the amount and type of the contract, a listing of the item(s) procured under the contract, and the identification number of the contract file. (Ord. 2007-100, 10-18-2007)

CANCELLATION OF INVITATIONS FOR BIDS OR REQUESTS FOR PROPOSALS

An invitation for bids, a request for proposals or other solicitation may be canceled. Any or all bids or proposals may be rejected in whole or in part when it is in the best interests of the village. Each solicitation issued by the Village shall state that the solicitation may be canceled and that any bid or proposal may be rejected in whole or in part when it is in the best interests of the village. Notice of cancellation shall be sent to all businesses solicited. (Prior ord.)

RESPONSIBILITY OF BIDDERS AND OFFERERS

If a bidder or offerer who otherwise would have been awarded a contract exceeding ten thousand dollars (\$10,000.00) is found non-responsible, a determination of non-responsibility shall be made by the board of trustees. The unreasonable failure of a bidder or offerer to supply promptly information in connection with an inquiry with respect to responsibility may be grounds for a determination of non-responsibility with respect to such bidder or offerer. The administrative services manager shall notify the non-responsible bidder or offerer of the determination. The determination shall be made part of the contract file and be made a public record. (Ord. 2007-100, 10-18-2007)

BID AND PERFORMANCE BONDS

Bid and performance bonds or other security may be requested for supply contracts or service contracts as the administrative services manager or head of a using department deems advisable to protect the Village interest and shall be required for all contracts for the construction of public improvements. Any such bonding requirements shall be set forth in the solicitation. The bid or performance bond shall not be used as a substitute for a determination of a bidder's or offerer's responsibility. (Ord. 2007-100, 10-18-2007)

TYPES OF CONTRACTS

Authorized Contracts

The Village may use any type of contract which is appropriate to the procurement and which will promote the best interests of the village.

Multi-term Contracts

1. Subject to the limitations imposed by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interests of the village, provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation, and funds are available for the first fiscal period at the time of contracting. The contract shall provide that the payment and performance obligations for succeeding fiscal periods shall be subject to cancellation and termination without penalty dependent upon the availability and appropriation of funds therefore.
2. Prior to the utilization of a multi-term contract, it shall be determined in writing:
 - a. That the estimated requirements cover the period of the contract and are reasonably firm and continuing.
 - b. That such a contract will serve the best interests of the Village by encouraging effective competition or otherwise promoting economies in Village procurement.
3. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled.

Restrictions on Awarding Contracts

Multiple source awards shall not be made when a single award will meet the Village needs without sacrifice of economy or service. Awards shall not be made for the purpose of dividing the business, making available product or supplier selection to allow for user preference unrelated to utility or economy, or avoiding the resolution of tie bids. Any such awards shall be limited to the least number of suppliers to meet the valid requirements. (Prior ord.)

CONTRACT ADMINISTRATION SYSTEM

A contract administration system designed to ensure that a contractor is performing in accordance with the solicitation under which the contract was awarded and the terms and conditions of the contract shall be maintained. (Prior ord.)

RIGHT TO INSPECT FACILITIES

As a condition to the submission of any bid, proposal or quotation by a prospective vendor or contractor, the prospective vendor or contractor grants to the Village the permission, at reasonable times upon adequate notice, to inspect the plant of the vendor, place of business, or work site of a contractor or subcontractor at any tier which is pertinent to the performance of any contract awarded or to be awarded by the village. (Prior ord.)

REPORT ANTICOMPETITIVE PRACTICES

When, for any reason, collusion or other anticompetitive practices are suspected among any bidders or offerers, a notice of the relevant facts shall be transmitted to the Village attorney or the appropriate legal officer having jurisdiction. (Prior ord.)

VILLAGE PROCUREMENT RECORDS

All determinations and other written records pertaining to the solicitation, award, or performance of a contract shall be maintained for the Village in a contract file by the administrative services manager. (Ord. 2007-100, 10-18-2007)

All procurement records shall be retained and disposed of by the Village in accordance with records retention guidelines and schedules approved by the state of Illinois. (Prior ord.)

MAXIMUM PRACTICABLE COMPETITION

All specifications shall be drafted so as to promote overall economy for the purposes intended and encourage competition in satisfying the Village needs, and shall not be unduly restrictive. The policy enunciated in this section applies to all specifications including, but not limited to, those prepared for the Village by architects, engineers, designers, and draftsmen. (Prior ord.)

BRAND NAME OR EQUAL SPECIFICATION

Brand name or equal specifications may be used when the administrative services manager determines in writing that:

1. No other design or performance specification or qualified products list is available;
2. Time does not permit the preparation of another form of purchase description not including a brand name specification;
3. The nature of the product or the nature of the Village requirements makes use of a brand name or equal specification suitable for the procurement; or
4. Use of a brand name or equal specification is in the best interests of the village. (Ord. 2007-100, 10-18-2007)

Brand name or equal specifications shall seek to designate three (3), or as many different brands as are practicable, as "or equal" references and shall further state that substantially equivalent products to those designated will be considered for award. (Prior ord.)

Unless the administrative services manager determines that the essential characteristics of the brand names included in the specifications are commonly known in the industry or trade, brand name or equal specifications shall include a description of the particular design, function, or performance characteristics which are required. (Ord. 2007-100, 10-18-2007)

Where a brand name or equal specification is used in a solicitation, the solicitation shall contain explanatory language that the use of a brand name is for the purpose of describing the standard of quality, performance, and characteristics desired and is not intended to limit or restrict competition. (Prior ord.)

BRAND NAME SPECIFICATION

The use of a brand name specification may be used when the administrative services manager makes a written determination that only the identified brand name item or items will satisfy the Village needs.

The administrative services manager shall seek to identify sources from which the designated brand name item or items can be obtained and shall solicit such sources to achieve whatever degree of price competition is practicable. If only one source can supply the requirement, the procurement shall be made under section 3-1-7 of this chapter. (Ord. 2007-100, 10-18-2007)

RESPONSIBILITY FOR SELECTION OF METHODS OF CONSTRUCTION CONTRACTING MANAGEMENT

The administrative services manager, with direction from the Village administrator, shall have discretion to recommend to the board of trustees the appropriate method of construction contracting management for a particular project. In determining which method to use, the administrative services manager shall consider the Village requirements, its resources, and the potential contractor capabilities. The administrative services manager shall include in the recommendation a written statement setting forth the facts which led to the recommendation of a particular method of construction contracting management for each project.

It is recognized that the following methods are currently being used for control and coordination of construction of public improvements projects:

1. A single prime contractor (including a turnkey or design build contractor); and
2. Multiple prime contractors managed by:
 - a. A designated general contractor;
 - b. A construction manager; or (Ord. 2007-100, 10-18-2007)
 - c. An administrative services manager, public services director or a project manager. (Ord. 2007-100, 10-18-2007; amd. 2011 Code)

BID SECURITY

Bid security shall be required for all competitive sealed bidding for construction contracts when the price is estimated by the administrative services manager to exceed ten thousand dollars (\$10,000.00). Bid security shall be a bond provided by a surety company authorized to do business in the state, or the equivalent in cash, or otherwise supplied in a form satisfactory to the village. Nothing herein shall prevent the requirement of such bonds in service or commodity contracts when the circumstances warrant.

The bid security shall be in an amount equal to at least ten percent (10%) of the amount bid.

When the invitation for bids requires security, the failure to provide bid security will result in the bid being rejected unless it is determined that the bid fails to comply only in a nonsubstantial manner with the security requirements.

If a bidder is permitted to withdraw its bid before award as provided in subsection 3-1-3F of this chapter, no action shall be had against the bidder or the bid security. (Ord. 2007-100, 10-18-2007)

CONTRACT PERFORMANCE AND PAYMENT BONDS

When a contract for the construction of a public improvement is awarded in excess of ten thousand dollars (\$10,000.00), the following bonds or security shall be delivered to the Village and shall become binding on the parties upon the execution of the contract:

1. A performance bond satisfactory to the village, executed by a surety company authorized to do business in the state or otherwise secured in a manner satisfactory to the village, in an amount equal to one hundred percent (100%) of the price specified in the contract.
2. A payment bond satisfactory to the village, executed by a surety company authorized to do business in the state or otherwise secured in a manner satisfactory to the village, for the protection of all persons supplying labor and materials to the contractor or its subcontractors for the performance of the work provided in the contract. The bond shall be in an amount equal to one hundred percent (100%) of the price specified in the contract.

Nothing in this section shall be construed to limit the authority of the Village to require a performance bond or other security in addition to those bonds or in circumstances other than specified in subsection A of this section. (Prior ord.)

CONTRACT CHANGES

Every contract modification, change order or contract price adjustment in excess of ten thousand dollars (\$10,000.00) and every contract modification, change order or contract adjustment extending the contract completion time under a contract for the construction of a public improvement with the Village shall be subject to prior approval by the board of trustees after receiving a report from the project manager as to the effect of the contract modification,

change order, or contract price adjustment on the total project budget or the total contract budget. (Prior ord.)

ARCHITECTURAL, ENGINEERING AND LAND SURVEYING SERVICES

The provisions of this chapter shall not apply to the selection of the Village engineer who shall be appointed by the Village president, with the advice and consent of the board of trustees, pursuant to section 1-7-3 of this code.

If it is necessary to solicit proposals for professional architectural, engineering or land surveying services, the Village shall, unless it has a satisfactory relationship with one or more firms, announce publicly all requirements for the architectural, engineering or land surveying services. In the procurement of architectural, engineering and land surveying services, the administrative services manager shall request firms to submit a statement of qualifications and performance data. The administrative services manager shall mail a notice requesting a statement of interest and in the specific project for which services are sought to all firms who have a current statement of qualifications and performance data on file with the administrative services manager. The administrative services manager shall place an advertisement in a newspaper or periodical of general circulation requesting a statement of interest in the specific project for which services are sought and further requesting statements of qualifications and performance data from those firms which do not have such a statement on file with the administrative services manager. The advertisement shall state the day, hour and place that the statement of interest and the statements of qualifications and performance data shall be due.

The Village shall negotiate contracts for professional architectural, engineering or land surveying services on the basis of demonstrated competence and qualifications at fair and reasonable prices. Unless the Village has a satisfactory relationship with one or more firms, a selection committee appointed by the Village president, with the advice and consent of the board of trustees, or in the absence of such an appointment, a selection committee composed of three (3) members, including the administrative services manager, the director of public works or another officer with appropriate professional qualifications and the project manager or head of the department in need of the architectural, engineering or land surveying services shall evaluate the firms submitting statements of interest taking into account qualifications, ability of professional personnel, past record and experience, performance data on file, willingness and ability to meet time and budget requirements, location, workload of the firm and such other factors as the selection committee may determine are applicable. The selection committee shall conduct discussions with no less than two (2) firms regarding the proposed contract and the relative utility of alternative methods of approach for furnishing the required services and any required public presentations by firms deemed to be the most qualified regarding their qualifications, approach to the project and ability to furnish the required services. If fewer than three (3) firms submit statements of interest and the selection committee determines that one or both of those firms are qualified, the selection committee may proceed to negotiate a contract as set forth below with the firm or firms determined to be qualified.

The administrative services manager, in consultation with the selection committee, shall negotiate a contract with the firm considered to be the most qualified for architectural, engineering or land surveying services at compensation which the administrative services manager determines in writing to be fair and reasonable to the village. In making this decision, the administrative services manager shall take into account the estimated value, the scope, the complexity, and the professional nature of the services to be rendered. Should the administrative services manager, in consultation with the selection committee, be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price the administrative services manager determines to be fair and reasonable to the village, negotiations with that firm shall be formally terminated. The administrative services manager shall then undertake negotiations with the second most qualified. If unable to come to an agreement, the administrative services manager shall then move to the third most qualified or further until an agreement is reached. (Ord. 2007-100, 10-18-2007)

AUTHORITY TO DEBAR OR SUSPEND

After reasonable notice to the person involved and reasonable opportunity for that person to be heard, the administrative services manager, after consulting with the Village attorney, is authorized to debar a person for cause from consideration for award of contracts. The debarment shall be for a period of not more than three (3) years. After consultation with the Village attorney, the administrative services manager shall recommend to the Village president and board of trustees to suspend a person from consideration for award of contracts if there is probable cause to believe that person has engaged in any activity which might lead to debarment. The suspension shall be for a period not to exceed three (3) months. The causes for debarment include:

Conviction for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract;

Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a Village contractor;

Conviction under state or federal antitrust statutes arising out of the submission of bids or proposals; or

Violation of contract provisions, as set forth below, of a character which is regarded by the administrative services manager to be serious as to justify debarment action:

1. Deliberate failure, without good cause, to perform in accordance with the specifications or the time limit provided in the contract;
2. A recent record of unsatisfactory performance in accordance with the terms of one or more contracts;

3. Any other cause the administrative services manager determines to be so serious and compelling as to affect responsibility as a Village contractor including debarment by another governmental entity for any cause listed; or
4. For violation of the ethical standards set forth in sections 3-1-30, 3-1-31, 3-1-32 and 3-1-33 of this chapter. (Ord. 2007-100, 10-18-2007)

BID PROTEST

A. Any actual or prospective bidder, offerer, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Village administrator. A protest with respect to an invitation for bids or request for proposals shall be submitted in writing prior to the opening of bids or the closing date of proposals, unless the aggrieved person did not know and should not have known of the facts giving rise to such protest. The protest shall then be submitted within ten (10) calendar days after such aggrieved person knows or should have known the facts giving rise thereto. (Prior ord.)

B. In the event of a timely protest under subsection A of this section, the administrative services manager shall not proceed further with the solicitation or award of the contract until the Village administrator makes a determination either on the merits of the protest or that the award of a contract without delay is necessary to protect a substantial interest of the village. Protesters shall exhaust their administrative remedy prior to initiating judicial remedies. (Ord. 2007-100, 10-18-2007)

REMEDIES FOR SOLICITATIONS OR AWARDS IN VIOLATION OF LAW

If, prior to the bid opening or the closing date for receipt of proposals, the administrative services manager, after consultation with the Village attorney, determines that a solicitation is in violation of federal, state, or municipal law, then the solicitation shall be canceled or revised to comply with applicable law.

If, after the bid opening or closing date for receipt of proposals, the administrative services manager, after consultation with the Village attorney, determines that a solicitation or a proposed award of a contract is in violation of federal, state, or municipal law, then the solicitation or proposed award shall be canceled.

If, after an award, the administrative services manager, after consultation with the Village attorney, determines that a solicitation or award of a contract was in violation of applicable law and the person awarded the contract has not acted fraudulently or in bad faith:

1. The contract may be ratified and affirmed, provided it is determined that doing so is in the best interests of the village;
2. The contract may be terminated and the person awarded the contract shall be compensated for the actual costs reasonably incurred under the contract, plus a reasonable profit, prior to the termination; or

3. If the person awarded the contract has acted fraudulently or in bad faith, the contract may be declared null and void, if such action is in the best interests of the village. (Ord. 2007-100, 10-18-2007)

COOPERATIVE PURCHASING

The Village shall utilize joint or cooperative purchasing pursuant to the provisions of article A of this chapter whenever favorable prices are obtained for required goods and contractual services. (Prior ord.)

SURPLUS PROPERTY

The administrative services manager shall provide a written recommendation to the Village administrator when Village property should be designated as no longer necessary or useful to or in the best interests of the village. The Village administrator may approve or disapprove of the designation made by the administrative services manager.

Upon approval of the designation by the Village administrator, the administrative services manager is authorized to sell or otherwise dispose of all surplus personal property with a current market value of less than two thousand five hundred dollars (\$2,500.00). A record shall be kept of all dispositions of property made by the administrative services manager.

For the disposition of surplus property with a value greater than two thousand five hundred dollars (\$2,500.00), approval of the Village president and board of trustees, including approval of the manner of sale and publication of legal notice, is required. (Ord. 2007-100, 10-18-2007)

CRIMINAL PENALTIES

To the extent that violations of the ethical standards of conduct set forth in this chapter constitute violations of the Illinois criminal code, they shall be punishable as provided therein. (Ord. 2007-100, 10-18-2007)

EMPLOYEE CONFLICT OF INTEREST

It shall be unethical for any Village employee to participate directly or indirectly in a procurement contract when the Village employee knows that:

- A. The Village employee or any member of the Village employee's immediate family has a financial interest pertaining to the procurement contract; or
- B. Any other person, business, or organization with whom the Village employee or any member of a Village employee's immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement contract. (Ord. 2007-100, 10-18-2007)

GRATUITIES AND KICKBACKS

It shall be unethical for any person to offer, give, or agree to give any Village employee or former Village employee, or for any Village employee or former Village employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal thereof.

It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order. (Ord. 2007-100, 10-18-2007)

USE OF CONFIDENTIAL INFORMATION

It shall be unethical for any employee or former employee knowingly to use confidential information for actual or anticipated personal gain, or for the actual or anticipated personal gain of any other person. (Ord. 2007-100, 10-18-2007)

CONFIDENTIAL REPORTING ADMINISTRATIVE POLICY

I. General

The Village of Glendale Heights expects its board members appointed officials department directors officers employees and other representatives to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the Village of Glendale Heights we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

II. Reporting Responsibility

It is the responsibility of all board members appointed officials department directors officers employees and other representatives to report wrongful conduct in accordance with this administration policy procedure.

III. Wrongful Conduct

Wrongful Conduct is defined in this administrative policy to include a serious violation of Village of Glendale Heights policy such that could result in termination a violation of applicable state and federal law or the use of Village of Glendale Heights property resources or authority for personal gain or other non organization related purpose except as provided under

Village of Glendale Heights policy. This definition of Wrongful Conduct is not intended to be an exclusive listing of the illegal or improper activity encompassed by this confidential reporting policy. Rather this policy is intended to serve as a means of reporting all serious improprieties that potentially impact the integrity and effective operation of the Village of Glendale Heights.

IV. No Retaliation

No board members appointed officials department directors officers employees and other representatives who in good faith report Wrongful Conduct will suffer harassment retaliation or adverse employment consequence. Any director officer or employee who retaliates against anyone who has reported Wrongful Conduct in good faith is subject to discipline up to and including termination of employment. This confidential reporting policy is intended to encourage and enable employees and others to raise serious concerns within the Village of Glendale Heights prior to seeking resolution outside the Village of Glendale Heights.

V. Reporting Wrongful Conduct

The Village of Glendale Heights encourages its board members appointed officials department directors officers employees and other representatives to share their questions concerns suggestions or complaints with someone who can address them properly such as a direct supervisor or department director. Any board member appointed official department director officer employee or other representative may report Wrongful Conduct to the appropriate department director the Village Administrator or the Village President of the Board of Trustees. If the Wrongful Conduct implicates one or all of the above or if the reporting individual is not comfortable speaking with or not satisfied with the response of the foregoing individuals the issue may be reported to any member of the Village Board of Trustees or the Village's Human Resources Department, The Village Administrator, Village President and any member of the Village Board of Trustees to whom a report of Wrongful Conduct is made is required to immediately advise the Board of Trustees of such report of Wrongful Conduct.

VI. Acting in Good Faith

Anyone filing a complaint of Wrongful Conduct must be acting in good faith and have reasonable grounds for believing the information disclosed indicates Wrongful Conduct Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

VII. Confidentiality

Reports of Wrongful Conduct or suspected Wrongful Conduct may be submitted on a confidential basis by the complainant or may be submitted anonymously Reports of Wrongful Conduct or suspected Wrongful Conduct will be kept confidential to the extent possible

consistent with the need to conduct an adequate investigation.

VIII. Handling of Reported Wrongful Conduct

When an Administrative Investigation is to be conducted pursuant to an internal review process Department members shall be notified in writing within a reasonable time frame and when it will not reasonably compromise the internal review process of a complaint against them. A representative of Village Administration will notify the sender and acknowledge receipt of the reported Wrongful Conduct or suspected Wrongful Conduct within five business days unless such report was submitted anonymously. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

GLOSSARY

Accrual Basis of Accounting: A method of accounting that matches revenues and expenses with the period to which they relate, rather than focusing on actual cash flows. In this method, for example, an asset is depreciated as it is “used up”, and the expense is recognized in periodic increments, rather than assuming the asset holds its value until it is actually disposed of

Appropriation: an authorization by the Village Board to make expenditures and to incur obligations for a specific purpose

Assessed Valuation: a value established for real property for use as a basis in levying property taxes

Audit: Prepared by an independent certified public accountant, the primary objective of an audit is to determine if the Village’s financial statements fairly represent the Village’s financial position and results of operations in conformity with generally accepted accounting principles

Balanced Budget: A budget is balanced when planned revenues or existing fund equity equal or exceed planned expenditures, that is, total outlays or disbursements, for a fiscal year

Bond: a form of borrowing that reflects a written promise from the Village to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects

Budget: a financial plan for a specified period of time that matched projected revenues and planned expenditures to municipal services, goals and objectives. The Village of Glendale Heights uses a budget covering one fiscal year, May 1st thru April 30th

Budget Message: provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years and the views and recommendations of the Village Administrator

Capital Expenditure: any expense that results in the acquisition of capital such as department equipment, office furniture and equipment, or building improvements (interchangeable with the term capital outlay)

Capital Improvement: a permanent addition to the Village’s assets, including the design, construction or purchase of land, buildings or facilities, or major renovations of the same

Capital Outlay: any expense that result in the acquisition of capital such as department equipment, office furniture and equipment, or building improvements (interchangeable with the term capital expenditure)

GLOSSARY (cont.)

Capital Projects: the largely one-time cost for acquisition, construction, improvement, or renovation of land, structures and improvements thereon. The cost must be \$25,000 or more in order to be considered a capital project. All vehicle purchases are also considered capital projects, even if the cost is below \$25,000

Charges for Services: a revenue category which includes a charge for a specific service. These primarily include water & sewer revenues, recreation and golf course program fees, and other miscellaneous user fees

Debt Service: payment of principal and interest on an obligation resulting from the issuance of bonds or notes

Deficit: an excess of expenditures over revenues

Depreciation: The loss of asset value over time and usage, recorded as an expense under the full accrual method of accounting.

Equalized Assessed Valuation (EAV): a value established for real property for use as a basis in levying property taxes within DuPage County, Illinois. The EAV is calculated by taking the Assessed Valuation multiplied by the DuPage County equalization factor, which changes every year

Expenditure: the outflow of funds paid or to be paid for an asset or goods and services obtained, regardless of when the expense is actually paid

Fiscal Year: a 12-month period of time to which the budget applies; the fiscal year for the Village of Glendale Heights is May 1st thru April 30th

Full-Time Equivalent: the decimal equivalent of a part-time position converted to a full-time base (an employee that works a 40-hour work week is 1.0)

Fund: an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created

Fund Balance: the amount of financial resources available for use; the excess of assets over Liabilities

Generally Accepted Accounting Principles: uniform minimum standards and guidelines for financial accounting and reporting

GLOSSARY (cont.)

Grant: contribution of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility

Home Rule: the power of a local village or county to set up its own system of governing and local ordinances without receiving a charter from the state which comes with certain requirements and limitations

Interfund Transfers: monies moved from one fund to another; money is transferred to finance the operations of another fund or to reimburse the fund for expenses

Modified Accrual Basis of Accounting: an adaptation of the accrual basis of accounting for governmental fund types - revenues and other financing sources are recognized when they become available to finance expenditures of the current period

Moody's: the system of rating securities with the purpose to provide investors with a simple system of gradation by which future relative creditworthiness of securities may be gauged

Operating Budget: annual appropriation of funds for ongoing program costs

Ordinance: a formal legislative enactment by the Village Board that is the full force and effect of law within the Village boundaries

Reserve: an account used to record that a portion of the fund's balance is legally restricted for a specific purpose

Revenue: amount received for taxes, fees, permits, licenses, interest and intergovernmental sources during the fiscal year

User Fees: payment of a fee or direct receipt of a public service by benefiting from the service for a specific purpose and is, therefore, not available for general appropriation

Village Code: a collaboration of Village Board approved ordinances currently in effect

COMMONLY USED ACRONYMS

AC: Appearance Commission
AFSCME: American Federation of State, County and Municipal Employees
APWA: American Public Works Association
ASCE: American Society of Civil Engineers
AWWA: American Water Works Association
BAB: Build America Bond
BSI: Backflow Solutions Inc.
CAD: Computer Aided Design
CALEA: Commission of Accreditation for Law Enforcement Agencies
CDBG: Community Development Block Grant
CERT: Community Emergency Response Team
CEU: Continuing Education Unit
CIP: Capital Improvement Program
COLA: Cost of Living Adjustment
COSTCO: China Off Shore Trading Company
CPA: Citizen Police Academy
CPR: Cardiopulmonary Resuscitation
CSA: Customer Service Associate
DARE: Drug Abuse Resistance Education
CSO: Community Service Officer
DCFS: Department of Children and Family Services
DUI: Driving Under the Influence
E911: Enhanced 911 (emergency service)
EAB: Emerald Ash Borer
EAV: Equalized Assessed Value
EMS: Emergency Medical Services
EOC: Emergency Operations Center
ESDA: Emergency Service Disaster Agency
ESS: Enterprise Software System
F&B: Food and Beverage
FCC: Federal Communications Commission
FDIC: Federal Deposit Insurance Corporation

FEMA: Federal Emergency Management Agency
FICA: Federal Insurance Contributions Act
FOIA: Freedom of Information Act
FOP: Fraternal Order of Police
FSLIC: Federal Savings and Loan Insurance Corporation
FT: Full-Time
FTE: Full-Time Equivalent
FY: Fiscal Year
GAAP: Generally Accepted Accounting Principles
GAP: Government Accountability Program
GFOA: Government Finance Officers Association
GH: Glendale Heights
GH20: Glendale Heights Aquatic Center
GHS: Glendale Heights Football & Cheerleading
GHYBS: Glendale Heights Youth Baseball & Softball
GIS: Geographical Information Systems
GLGC: Glendale Lakes Golf Club
GO: General Obligation (bonds/debt service)
GOB: General Obligation Bond
GREAT: Gang Resistance Education and Training
HR: Human Resources
HTE: High Technology Entrepreneur
HVAC: Heating, Ventilating & Air Conditioning
IAFSM: Illinois Association for Floodplain and Storm Water Management
IBM: International Business Machines Corporation
IDLH: Immediate Danger to Life or Health
IDOT: Illinois Department of Transportation
IEPA: Illinois Environmental Protection Agency

COMMONLY USED ACRONYMS (cont.)

IMRF: Illinois Municipal Retirement Fund

IP: Internet Protocol

IPBC: Interpersonal Personnel Benefits
Cooperative

IPRA: Illinois Parks and Recreation
Association

IS: Information Systems

ISPE: Illinois Society of Professional
Engineers

JERC: Journal Entry Re-Class

JULIE: Joint Utility Locating Information
for Excavators

K-9: Canine

LEA: Local Education Authority

MCWWA: Mid-Central Water Works
Association

MFMA: Municipal Fleet Managers
Association

MFT: Motor Fuel Tax

MGD: Millions Gallons per Day

NASSCO: National Association of Sewer
Service Companies

NEDSRA: Northeast DuPage Special
Recreation Association

NPDES: National Pollutants Discharge
Elimination System

PATH: Play at the Hub

PCI: Payment Card Industry

POE: Point of Entry

PPE: Personal Protective Equipment

PPS: Police Pension System

PT: Part-Time

PUD: Planned Unit Development

RPZ: Reduce Pressure Zone

SAN: Storage Area Network

SCADA: Supervisory Control and Data
Acquisition

SSA: Special Service Area

TMDL: Total Maximum Daily Load

TIF: Tax Increment Financing

TV: Television

VEBA: Village Exceed Budget Approval

VOGH: Village of Glendale Heights

VoIP: Voice over Internet Protocol

VRF: Vehicle Replacement Fund

VSR: Vehicle Service Request

WPCF: Water Pollution Control Facility

YC: Youth Commission

YWCA: Young Woman's Christian
Association