



Village of Glendale Heights, IL

A Proud and Progressive Village for All People



Annual Budget Fiscal Year 2019/20

VILLAGE OF GLENDALE HEIGHTS, IL

Fiscal Year 2019/20

Annual Budget

VILLAGE BOARD OF TRUSTEES

Linda Jackson
Village President

Marie Schmidt
Village Clerk

Sharon Sullivan
Deputy Mayor
District 2

William Schmidt
District 1

Chester Pojack
District 5

Storino, Ramello & Durkin
Appointed Village Counsel

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District 3

Pat Maritato
District 4

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District 6

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Village Administrator

Michael Marron
Assistant Village Administrator

Holly Beth Wood
Administrative Service Manager

William Poling
Finance Director/Treasurer

Joanne Kalchbrenner
Community Development Director

Keith Knautz
Parks, Recreation & Facilities Director

Douglas Flint
Chief of Police

Rachael Kaplan
Public Works Director

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Human Resources Manager

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 2018/19 fiscal year.

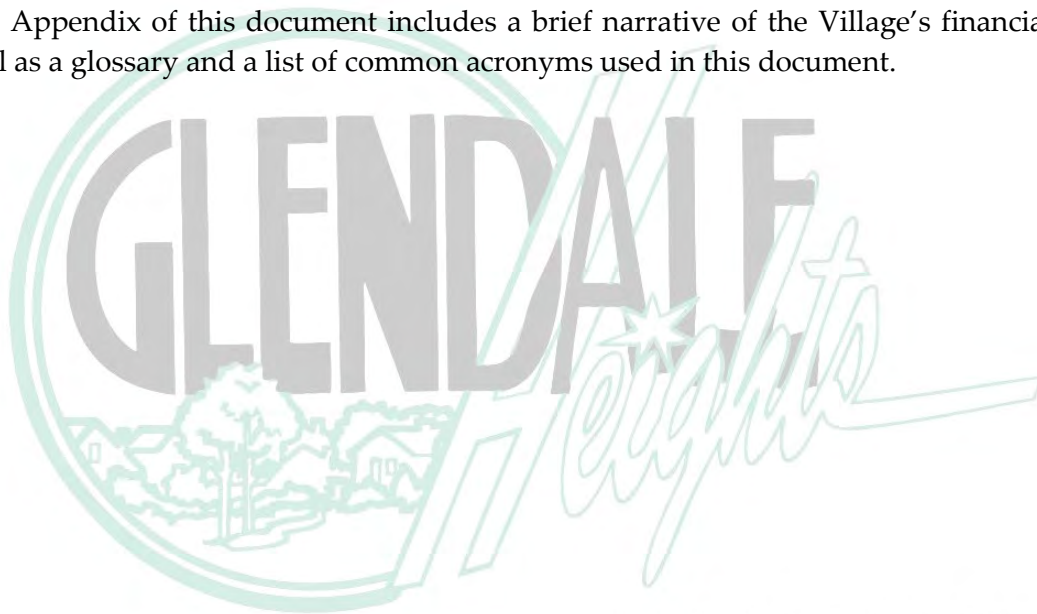
READER'S GUIDE TO UNDERSTANDING THE BUDGET

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*

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December 31, 2019

The Honorable Mayor and Board of Trustees
Residents of the Village of Glendale Heights

The Fiscal Year 2019/2020 (FY 2020) Budget is hereby presented for the fiscal year May 1, 2019 to April 30, 2020. The annual budget is the policy document that sets the financial course for the Village and defines the services we provide to the community. State law requires the Board of Trustees to annually adopt an appropriations ordinance prior to July 31 each year and restricts the spending authority for all Village departments to the adopted appropriations. The following principles guide the planning and spending decisions when compiling the annual budget:

- Provide quality municipal services while improving efficiency and effectiveness with limited resources.
- Provide safety and security for the Village's residents.
- Provide for development and redevelopment in the Village.
- Provide funding for the maintenance of the Village's roads, water and sewer infrastructure and municipal facilities.
- Provide financial sustainability by being able to manage the Village's finances, through various economic cycles, without having to significantly impact the services provided to the Village's residents.

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.

The budget 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.

A primary mission of the annual budget is to emphasize delivering essential Village services in the most efficient manner possible. The Village has taken a number of steps over the past several years to stabilize its fiscal condition. The Village was able to add back to its General Fund reserves for the 4th consecutive year in FY 2018, and is anticipating a General Fund surplus in FY 2019. In doing this, the Village once again exceeded the Fund Balance Reserve Policy adopted by the Village Board in 2013, which established a minimum reserve level of four months. Independent auditors reported to the Village Board last November that the fiscal year 2018 ending reserve balance was at a level of 7.4 months, which is more than one and a half times the level set by policy, and more than triple the level recommended by the Government Finance Officers Association (GFOA).

Fiscal Year	General Fund Surplus*
2015	\$802k
2016	\$1.710 million
2017	\$1.146 million
2018	\$957k

*source: Village CAFR.

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 2019/20 budget for all funds of the Village is included in this document. The total operating and capital budget is \$69,488,460, an increase of 9.8% from \$63,264,944 in 2018/19. The primary reason for this increase in expenditures is due to increases in capital projects in the Capital Improvement Fund and Environmental Service Fund. All budgeted funds are balanced, utilizing current revenue sources or accumulated fund equity.

LONG-TERM FINANCIAL PLANNING

The Village Board is regularly updated on the financial status of the Village, both through monthly staff reports, and in other discussions. The Village has a history of sound planning and financial practices, as evidenced and re-affirmed by an excellent Aa3 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 three to five years and is designed to draw attention to capital improvements will be made when and where

they are needed. 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 range 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. During 2019, the Village Board approved changes to the Future Land Use Map to recognize the impact of large Business Parks up and down the North Avenue corridor. Over time, it is expected that the 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 has been extremely successful in recent years in obtaining CDBG funding.

The Village also has in place several long-term financial policies, covering areas such as, capital replacement, technology, 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 2018/19

In the 2018/19 approved budget, the Village projected a 7.3% increase in General Fund revenues and a 2.9% increase in expenditures. These revenue increases stem primarily from sales taxes, reflecting the improving economy. The increase in expenditures is mostly due to transfers made specifically for park improvement projects undertaken in the Capital Projects Fund, contractual salary increases, and an anticipated rise in employer provide health insurance benefits. Growth in the Village's revenues has been continuing to improve and expenses are constantly monitored.

2018/19 ACTUAL RESULTS

Currently, General Fund revenues, which were budgeted at \$25,250,722, are projected to end the fiscal year at approximately \$1.1 million over budget, which is 4.4%. Spending, as always, is still being monitored closely and because of this, General Fund expenditures are expected to come in at \$754,000 under budget, resulting in an overall surplus for the general fund of approximately

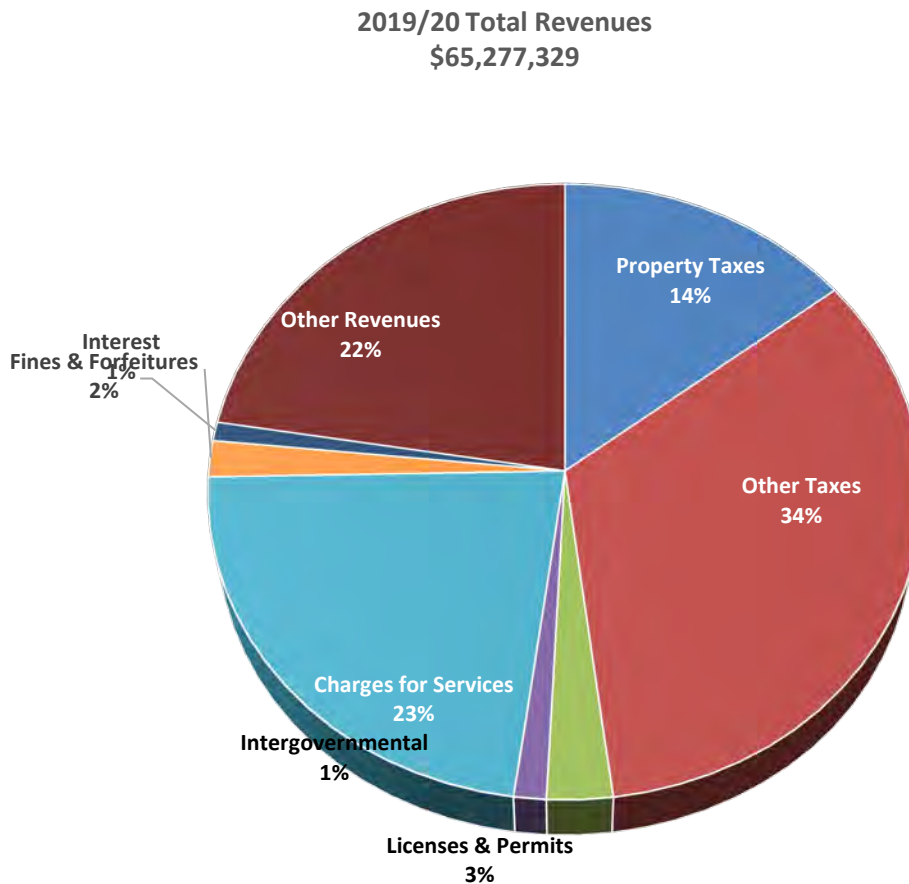
\$1.5 million. The Village is moving forward into FY 2019/20 with optimism that revenues will continue to improve and experience sustained increases.

2019/20 OPERATING BUDGET OVERVIEW

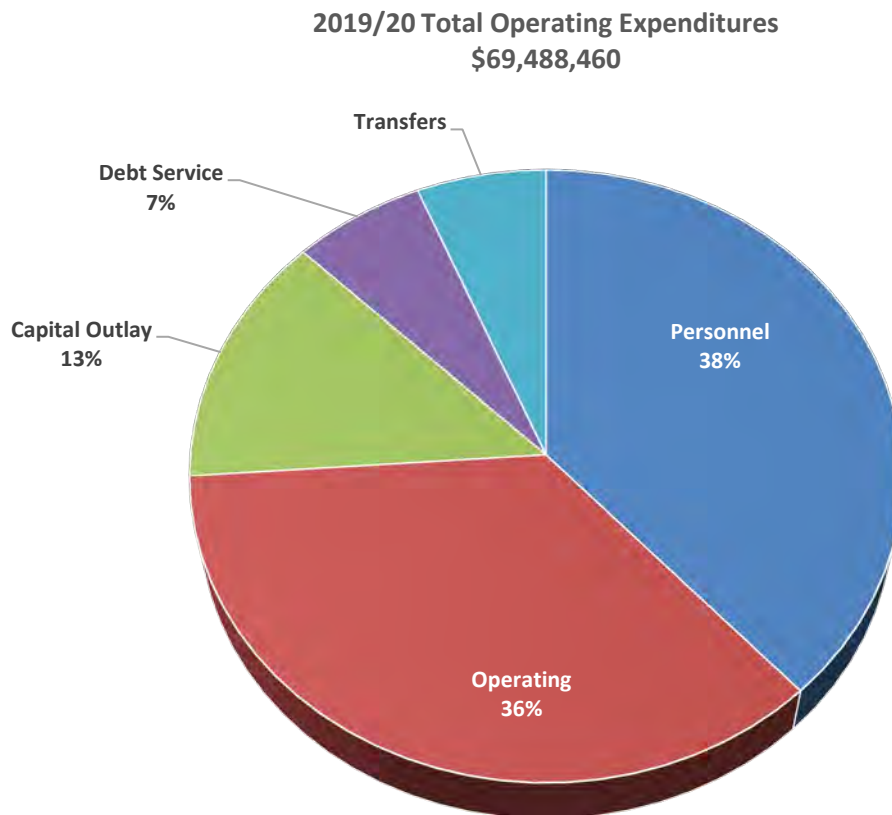
In the 2019/20 budget, the Village is anticipating an increase of \$721,528 or 2.9% in net General Fund revenues from the 2018/19 budget and a \$947,773 increase or 3.8% in net expenditures. The growth in revenues comes mainly from sales taxes and fines and forfeitures income, principally related to the commencement of red light camera enforcement. The expenditure increase is almost all related to projected salary and benefit increases.

Over the last few budget years, departments have been held to minimal increases in discretionary line items within their budgets. Departments are strongly encouraged to be vigilant in their use of the resources available, and are challenged to be innovative with methods of service delivery and cost savings/cost containment options.

The chart below summarizes 2019/20 proposed budgeted revenues by source for all funds:



The expenditure budget which includes inter-fund transfers and capital projects, for 2019/20 totals \$69,488,460. This represents a 9.8% increase from the 2018/19 operating budget. The 2019/20 operating budget for all funds, including transfers and capital projects, shows expenditures/expenses exceeding revenues by \$4,211,131. The main reason for this is attributable to capital expenditures being budgeted in 2018/19 using accumulated reserve funds. The following chart summarizes the 2019/20 budgeted expenditures/expenses by object for all funds:



PROPERTY TAXES

After enduring eight consecutive years of decline in equalized assessed valuation (EAV), the Village in 2017 realized just its second year of increase. The table below reflects EAV data from 2008 to 2017.

EAV Year	Bloomington Township	Milton Township	Total EAV	Total Tax Levy
2008	\$791,928,539	\$87,946,947	\$879,875,486	\$7,522,485

2009	\$777,264,498	\$87,788,830	\$865,053,328	\$7,392,775
2010	\$719,855,091	\$84,612,200	\$804,467,291	\$7,124,848
2011	\$628,692,838	\$79,746,218	\$708,439,056	\$6,953,015
2012	\$552,920,588	\$71,111,172	\$624,031,760	\$7,019,803
2013	\$503,062,830	\$67,036,524	\$570,099,354	\$7,150,874
2014	\$491,677,596	\$58,715,660	\$550,393,256	\$7,570,245
2015	\$489,182,429	\$57,117,636	\$546,300,065	\$7,566,545
2016	\$524,940,939	\$59,301,202	\$584,242,141	\$7,566,000
2017	\$561,198,861	\$61,527,636	\$622,726,497	\$8,023,666
2018	\$604,964,040	\$66,427,785	\$671,391,825	\$8,023,666

The Village used information obtained from both Bloomingdale and Milton Townships, which both supported an increase of 7.8%. Up until 2014, the Village's tax levy had remained at, or less than the levy in 2008. With the passage of the current State budget, certain revenues that are shared with Municipalities were cut. In particular, the Local Government Distributive Fund (LGDF) was reduced by 5% beginning July 1, 2018. LGDF monies come from personal and corporate income taxes paid to the State, and are shared back with local governments based on population. A five percent reduction in the LGDF works out to a \$172,323 negative impact on Village revenues. Additionally, the State continued withholding 1.5% of monies from Home Rule Sales Tax and Excise Tax (otherwise known as Telecommunications Tax) and keeping those funds; calling it an Administrative Collection Fee. The impact of this fee takes away approximately \$101,486 from the Village, when measured across all Funds.

Despite this significant impact to revenues, the Village was able to adopt a Property Tax levy that was the same as the previous year, and still be in a position to deliver the quality services residents and businesses have come to expect.

A substantial portion of the property tax levy (about 26.2%) 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 53.5% (\$2,389,182) of the total 2018 tax levy allocated to debt service (\$4,467,710) 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 192 from 224, mainly through natural attrition. The trend in employee counts is shown in the table on the next page.

Fiscal Year	Number of Full Time Positions*
2007	224
2008	223
2009	216
2010	206
2011	201
2012	195
2013	195
2014	195
2015	197
2016	187
2017	192
2018	188

*source – Human Resources monthly staff reports.

With the onset of 2 or 3 retirements within the Police Department scheduled to occur in FY 2019/20, the Department was given the go ahead to increase its manpower count by one (1) Officer, given the significant amount of training time needed before an Officer is released for patrol duty. Total personnel expenditures/expenses, which includes benefits, represents 52% of the total operating costs (excluding capital outlay, debt service and operating transfers) for all funds.

CAPITAL IMPROVEMENTS PROJECTS

Having completed in 2014 an aggressive bond and build program, which began in 2007, the Village now finds itself back in a planning mode, with special emphasis on utility infrastructure (water and sewer), and the Wastewater Treatment Facility, resulting from State imposed mandates involving Phosphorus reduction. The Village has also been collecting public input on improvements now being discussed for Camera Park, which is a 64 acre community park. The public input is a required element in the Village's pursuit of an OSLAD (Open Space, Lands Acquisition and Development) grant from the State.

SUMMARY

For the last eight years, the Village has enjoyed positive growth, especially with respect to major revenues such as Sales and Home Rule Sales taxes, Real Estate Transfer Taxes, and Building

Permits. While there is genuine optimism that the economy will continue to forge ahead, there have also been signs of a potential economic slowdown, which could pose as a huge challenge, given the Village' heavy dependency on Sales and Home Rule Taxes. Back in 2016, Village Administration and all members of Executive Staff collaborated on various strategies that could be implemented in the event of a significant decline in revenues. While these plans were developed specifically in response to the State's actions in reducing LGDF shared revenues and imposing a new Administrative Collection Fee, it is quite likely that they could also be put into place should there be a pullback in the economy.

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, 2018. 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. Nevertheless, 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,

Michael S. Marron

Michael S. Marron

Acting Village Administrator

William A. Poling

William Poling

Finance Director



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Glendale Heights
Illinois**

For the Fiscal Year Beginning

May 1, 2018

Christopher P. Morill

Executive Director

VILLAGE PROFILE

The Village of Glendale Heights is a home rule municipality under the Constitution of the State of Illinois (the "State"). On July 13, 1959, the court declared the Village of Glendale Heights organized, and the first election was held on August 2. Harold Reskin was the founding father and the first developer of the Village of Glendale Heights.



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 six 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, sewer, and wastewater treatment, 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 ("AFSCME") in one bargaining unit. All contracts are current through April 30, 2021.

An annual budget is prepared by fund/department and is adopted by the Village Board thus providing the planning and operating tool that guides management's use of resources. Budget amendments were approved in December 2018 to address changes to several funds brought upon by a strengthening economic climate. The Village's FY 2019 budget anticipated total expenses of \$57,201,863, excluding the Police Pension fund and other financing uses. Anticipated revenues, excluding the Police Pension Fund and other financing sources totaled \$51,992,588. \$5,209,275 in fund balance was expected to be used to meet the remaining portion of budgeted expenses.

The legal authority and limits for spending are derived from a separately adopted annual appropriations ordinance. The ordinance is predicated from the annual budget and is approved prior to the end of the first quarter of the fiscal year as provided in State Statute.

INFORMATION USEFUL IN ASSESSING THE VILLAGE'S ECONOMIC CONDITION

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the Village operates.

Local economy

The Village is in the Chicago metropolitan area and benefits from the regions' diverse economy which is the foundation of a community's fiscal health. Understanding the broader economy in which the Village operates is critical in assessing the financial condition and interpreting the financial position.

Major Initiatives and Accomplishments

- For the fiscal year that ended April 30, 2018, total assets grew by more than \$2.76 million from \$162 to a total \$165 million, while total revenues remained steady compared to the prior fiscal year, at \$51 million. The Villages' primary fund, which is the General Fund, reported a reserve balance of \$13.35 million, and represents a fourth straight year of positive growth. Reserves are now at a level of 7.4 months equivalent expenditures, exceeding the Village's policy of 4 months and the level recommended by the Government Finance Officers Association (GFOA) of 2 months.
- The Village's Police Department continues to maintain the Commission on the Accreditation of Law Enforcement Agencies (CALEA) Accreditation that it received initially in 2008, having been re-accredited for their third time in 2017. The Police Department is one of only 797 law enforcement agencies accredited across the nation, and one of only 48 in the State of Illinois. CALEA standards are rigorous, and ensure the Department is following the best practices in law enforcement.
- The Community Development Department processed 4,185 permits in 2018, a 30% increase from the 2,949 permits in 2017.
- The Village continued to focus on economic development along the North Avenue corridor. Staff worked extensively with Duke Realty on redevelopment of an unincorporated 17-acre area on the north side of North Avenue, just west of Swift Road. The area was annexed and redeveloped with an 180,000 square foot industrial building.

This very exciting project extended the Village boundary eastward, and eliminated a blighted area along the gateway to Glendale Heights.

- In addition to convenient online payments and automatic payment options, the Village has successfully launched a paperless water billing options.
- A fiber network connecting Village Hall to both the Public Works Facilities and the Glendale Lakes Golf Course was completed. The capacity of the fiber bandwidth has been significantly expanded providing improved data flow between facilities, while eliminating costly telephone circuits and antiquated data connections.
- Local road infrastructure was improved throughout the Village as part of the in-house road program overlaying Fallbrook Drive, Floyd Brown Lane, Keating Street, and Elizabeth Avenue. This project involved the removal and replacement of deteriorated and structurally damaged curbs and sidewalks along with base repairs to the roadway before the new asphalt surface layer was applied. The in-house road program involved the repaving of over 5,800 square yards of surface roadway, and the replacement of 250 linear feet of curb and 4,200 square feet of sidewalk.
- Glendale Lakes Golf Club generated just over 19,000 rounds of golf for the 2018 calendar year. Glendale Lakes Golf Club is proud to be the home golf course to five area high school golf teams: Glenbard North Boys & Girls Teams, Glenbard East Boys & Girls Teams and the Glenbard West Girls Golf Team. The banquet facility hosted 398 banquets and special events this year. Of these events, 33 were wedding receptions.
- The Glendale Heights Center for Senior Citizens celebrated its 8th anniversary with membership just under 2,000 members.
- In 2018, the Parks Division completed several special projects. One of the largest projects undertaken was the addition of a new cricket field in Camera Park. Other projects included seal coating the Camera Park parking lot and walking paths, planting of 85 new trees in the parks and parkways, and the creation of a new Monarch Butterfly way station at Mill Pond Park South. Throughout 2018, the Recreation Division hosted 26 special events including the first “Go the Extra Mile” Character Counts Color Run with 370 participants. This was also a busy year for the Aquatic Center as they hosted six special events and accommodated over 19,000 patrons.

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 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 standalone retailers such as Target, Home Depot, Menards, and three large automobile dealerships.



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 Glenbard 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):

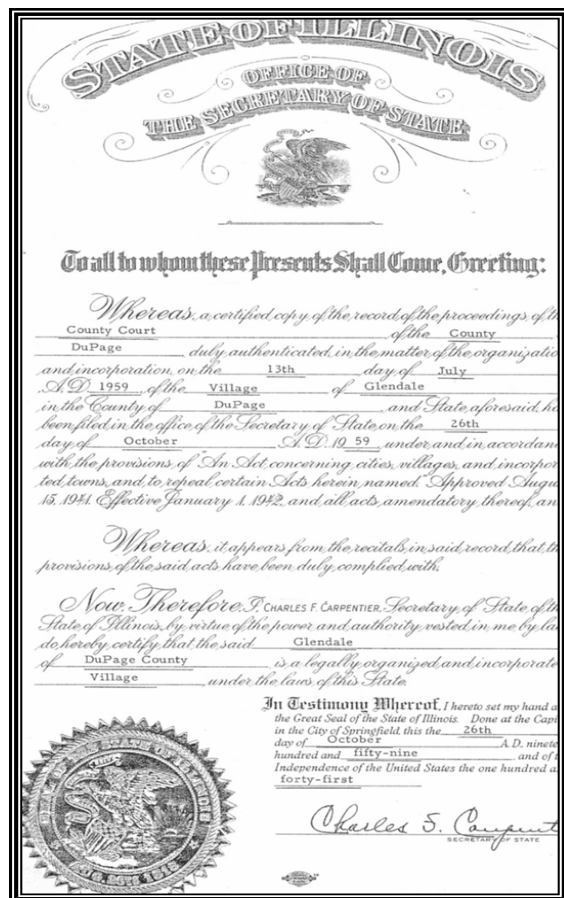
High/Low

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.



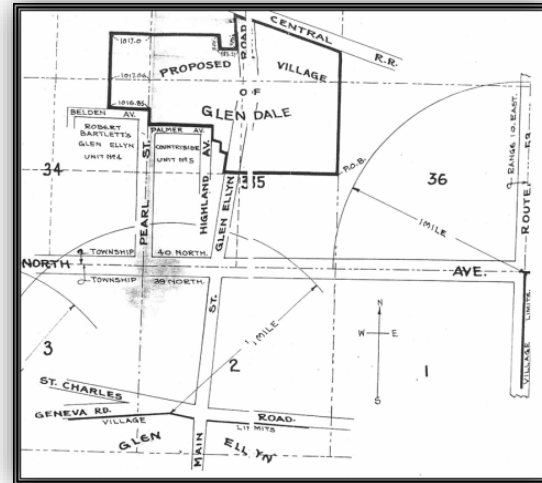


By early summer of 1959 with a population of 104, a petition to incorporate was circulated and filed on June 16, 1959. On July 13, 1959 the court declared the Village organized and the first election was held on August 2, 1959. The first meeting of the Village board was September 1, 1959 at the home 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

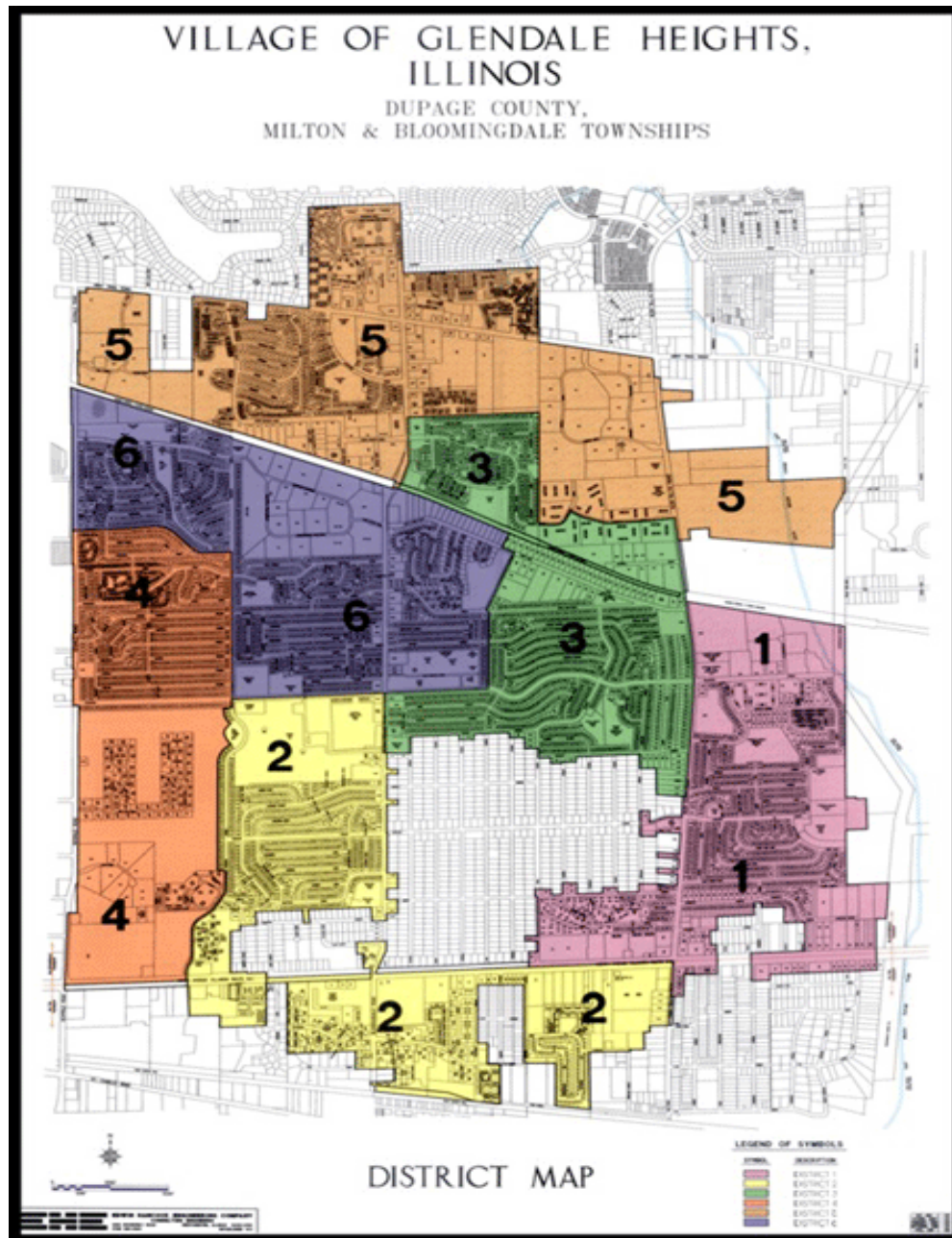
homes, split levels, apartments, condominiums, shopping centers, churches, industrial business parks, beautiful community and neighborhood parks, modern service facilities and three excellent elementary school systems.

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.



The current official population of the Village is 34,208 as of the 2010 census. The Village of Glendale Heights is dedicated to maintaining its progressive atmosphere, while offering its residents superior community amenities and services that respect the concerns of residents, while striving to provide a safe, viable community in which to live.

DISTRICT MAP



President: Linda Jackson, at-Large

District 1: Trustee Bill Schmidt

District 2: Trustee, Deputy Mayor Sharon Sullivan

District 3: Trustee Michael Light

District 4: Trustee Pat Maritato

District 5: Trustee Chester Pojack

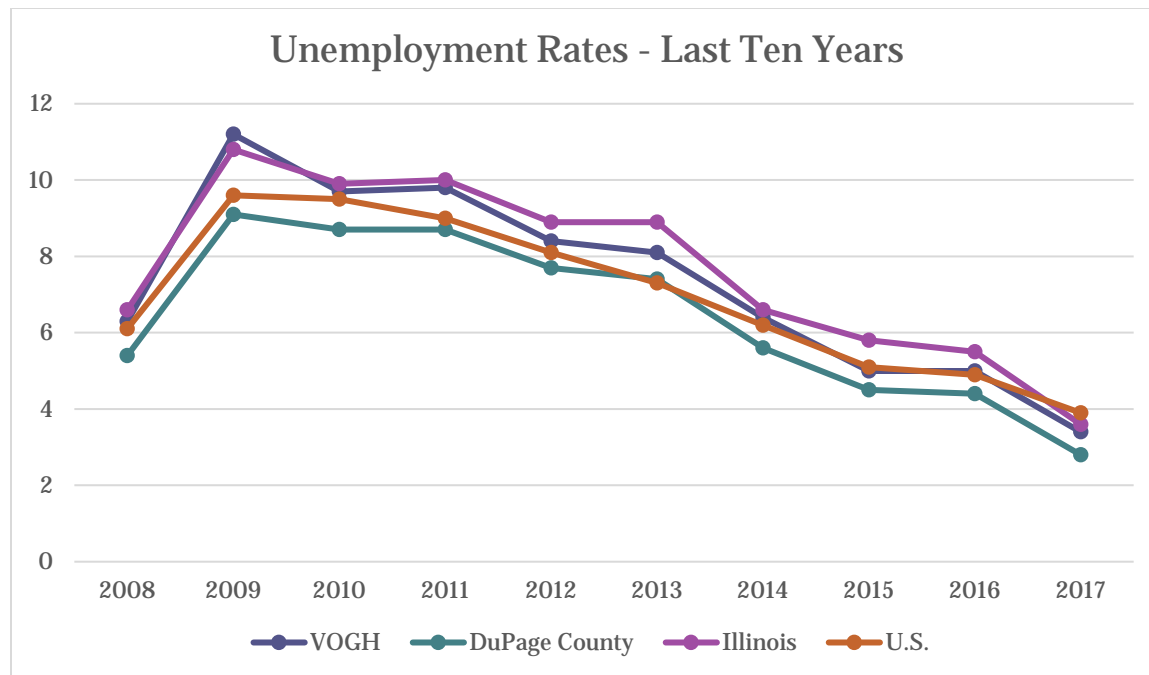
District 6: Trustee Mary Schroeder

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



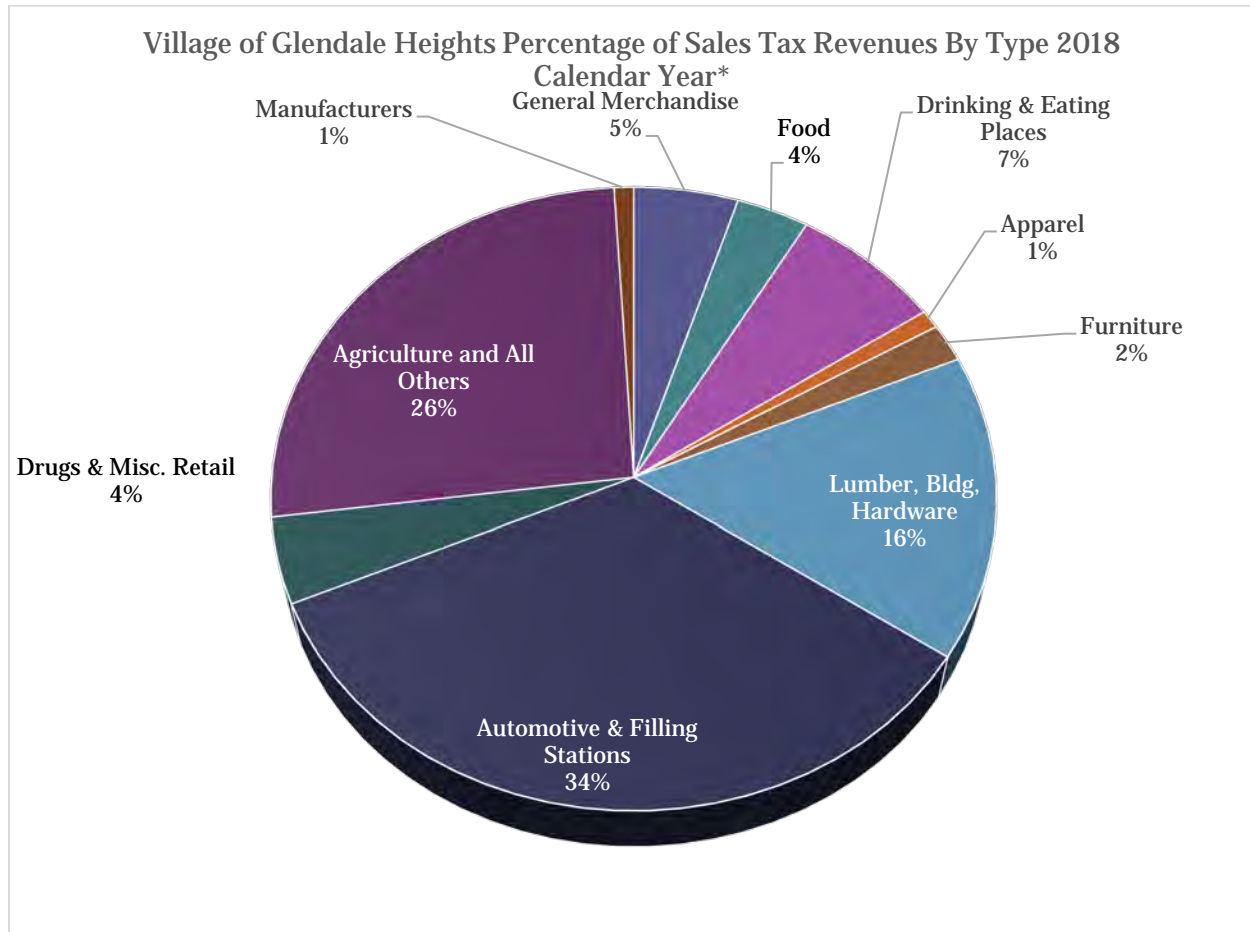
Over 18,341 people are employed by the more than 484 businesses operating in Glendale Heights. The employees are drawn from a pool of 2.8 million workers who reside within a 60-minute commute of the Village. As the nation now sees the benefit of low unemployment rates, the State of Illinois and Village mimic similar trends due to a healthier economy.

2010 Employment by Job Type for Civilian Population (Age 16+)	Glendale Heights, IL		Illinois	United States
White Collar	11,495	73.40%	75.39%	74.72%
Blue Collar	4,165	26.60%	24.61%	25.28%
Sales and Office	5,581	32.55%	27.14%	26.38%
Professional and Related	3,227	18.82%	21.63%	21.78%
Production, Transportation and Material Moving	2,756	16.07%	13.78%	12.88%
Management, Business and Financial Operations	2,687	15.67%	17.01%	16.09%
Service	1,478	8.62%	12.54%	13.50%
Construction, Extraction and Maintenance	1,409	8.22%	7.70%	8.85%
Farming, Fishing and Forestry	9	0.05%	0.20%	0.51%

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.

TAX RATES		
	State	6.25%
Retail, Sales Tax:	County Water Commission Tax	0.00%
DuPage County	Home Rule Sales Tax	1.25%
	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
County Motor Fuel Tax: (per gallon)	\$	0.04



*source – Illinois Department of Revenue.

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 2019/20. 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. All fund types with the exception of fiduciary funds are included in annual appropriations.

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 34 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.

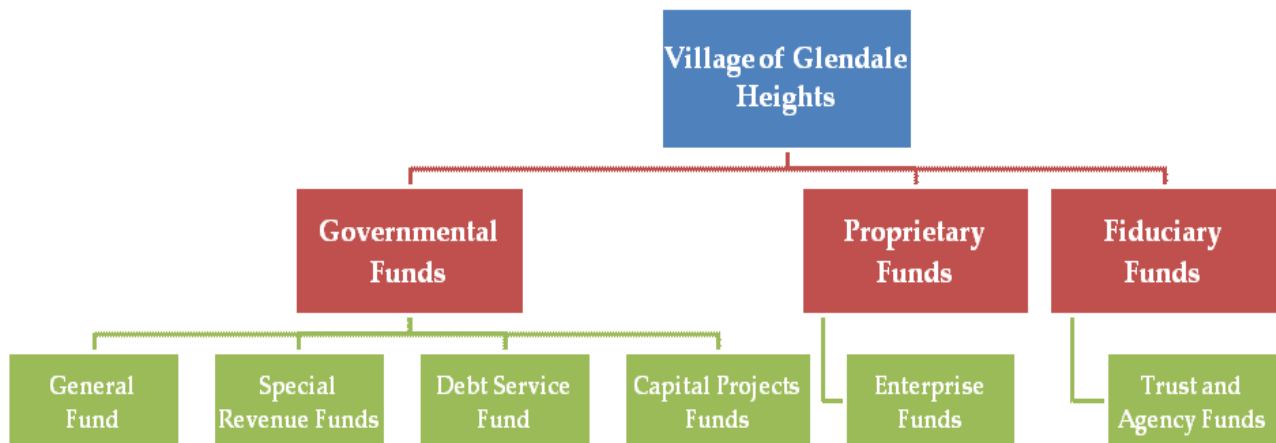
FIDUCIARY FUNDS

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 one fiduciary funds, that being the police pension trust 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.

BUDGETING BASIS

The Village budgets for governmental funds based on the modified accrual basis of accounting. The basis of budgeting is identical to the basis of accounting. Under this method, revenues (income) are recognized in the period they become measureable and available to finance expenditures of the period and expenditures (expenses) are recorded when 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

ADMINISTRATION (continued)

Human Resources

Public Affairs

Human and Senior Services

Central Services

Golf Course

POLICE DEPARTMENT

Police Administration

POLICE DEPARTMENT (continued)

Patrol

Investigations

Administration

Inspection Services

Support Services

Community Oriented Police

FINANCE DEPARTMENT

Administration

Purchasing

Utility Billing

COMMUNITY DEVELOPMENT

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.

GOLF 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, Restaurant/Banquet operations, Central Services, Grounds Maintenance, Facilities and Charity Classic Event.

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 DEVELOPMENT FUND

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

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 six (6) 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.

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.

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
Water Division
Sewer Division
Water Pollution Control Facility
Water Billing Division
Fleets
Facilities
Engineering

Information Systems
General Business Services:
Administrator
Human Resources
Public Affairs
Finance
Central Services
Administrative Services

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.

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 2019/20 budget year, the major funds are the General Fund and the Environmental Services 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 (excluding transfers in) of \$25,545,689, which makes up 44.5% of the Village's total revenue (excluding transfers in). Compared to the 2018/19 budget, the General Fund revenue shows a 3.0% increase.

The General Fund expenditure budget, excluding transfers, is \$23,901,810, which is an increase of 0.4% compared to the 2018/19 budget. If all transfers to debt service and capital project funds are included, the budget reflects a 3.8% increase of expenditures compared to 2018/19.

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 \$16,082,949, which makes up 24.6% 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 \$1,235,527. This decrease is attributed to planned capital improvements to be completed in FY 2019/20.

In an effort to provide further information on the function or division relationship to each Fund, the table below has been developed.

Function/Division	Fund Type					
	General	Special Revenue	Capital	Debt Service	Internal Service	Enterprise
Legislative	X					
Administration	X				X	X
Human Resources	X				X	X
Public Affairs	X					X

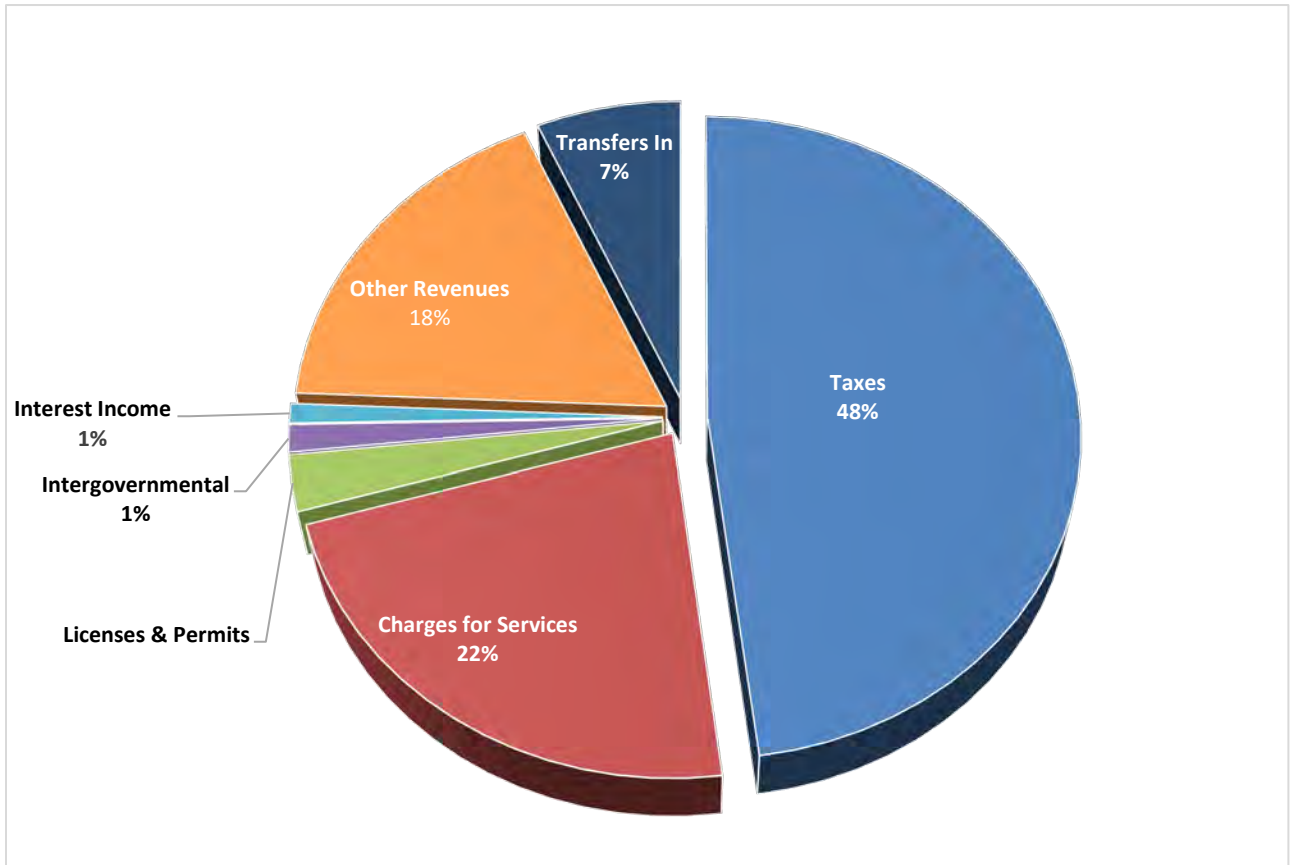
Senior Services	X					
Central Services	X	X			X	X
Law Enforcement	X	X				
Finance	X					X
Community Development	X					
Inspections	X					
Public Works	X					X
Engineering	X					X
Streets	X					
Fleets	X					X
Parks and Grounds	X					
Facilities	X	X				X
Administrative Service	X					X
Information Services	X		X			X
Recreation		X	X			
Programming		X				
Preschool/Aquatics/Day Camp		X				
Water/Sewer/WPCF						X
Water Billing						X
Golf						X
Restaurant/Banquets						X

MAJOR REVENUE SOURCES

Major revenue sources comprise more than 75% of the total revenue as adopted in the fiscal year 2019/20 Operating Budget. Although the Village has a diverse revenue stream, the economic recession impacted overall revenues beginning in early 2008. The Village began to see some signs of improvement beginning in 2014; and fiscal year 2019 ended on a very strong note financially.

The Village's largest class of revenue for the 2019/20 fiscal year is tax revenue followed by charges for services revenue. It is important to note that major revenues are not always consistent year after year and the graph below reflects all classes of revenue in fiscal year 2019/20.

Total Revenues FY 2019/2020 \$65,277,329



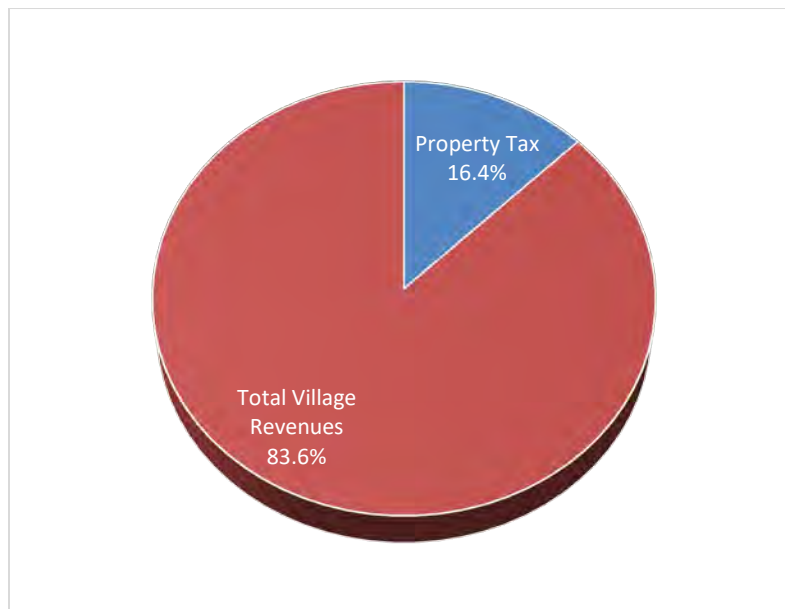
MAJOR REVENUE SOURCES

TAXES - PROPERTY TAX*

Levy Year	Taxes Levied	Amount Collected
2009	\$7,471,466	\$7,471,466
2010	\$7,199,982	\$7,199,982
2011	\$7,026,299	\$7,026,299
2012	\$7,093,993	\$6,844,513
2013	\$7,226,009	\$7,178,401
2014	\$7,649,916	\$7,598,241
2015	\$7,645,469	\$7,618,620
2016	\$7,645,393	\$7,626,296
2017	\$8,027,567	\$8,016,021
2018	\$8,027,161	

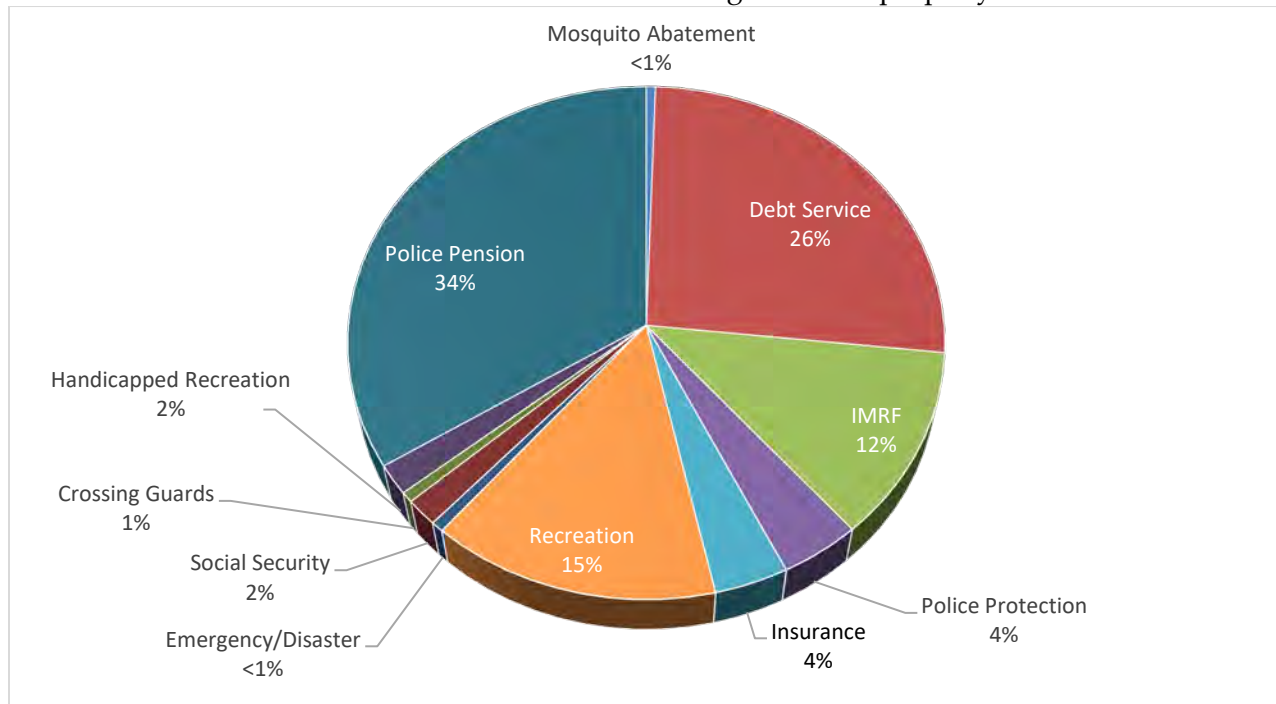
*source: Village CAFR FY 2019

Property Tax to Total Village Revenue 2019/20 Budget



Property tax is the Village's second largest revenue source and comprises just over 16% of the total budgeted revenue for 2019/20. 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

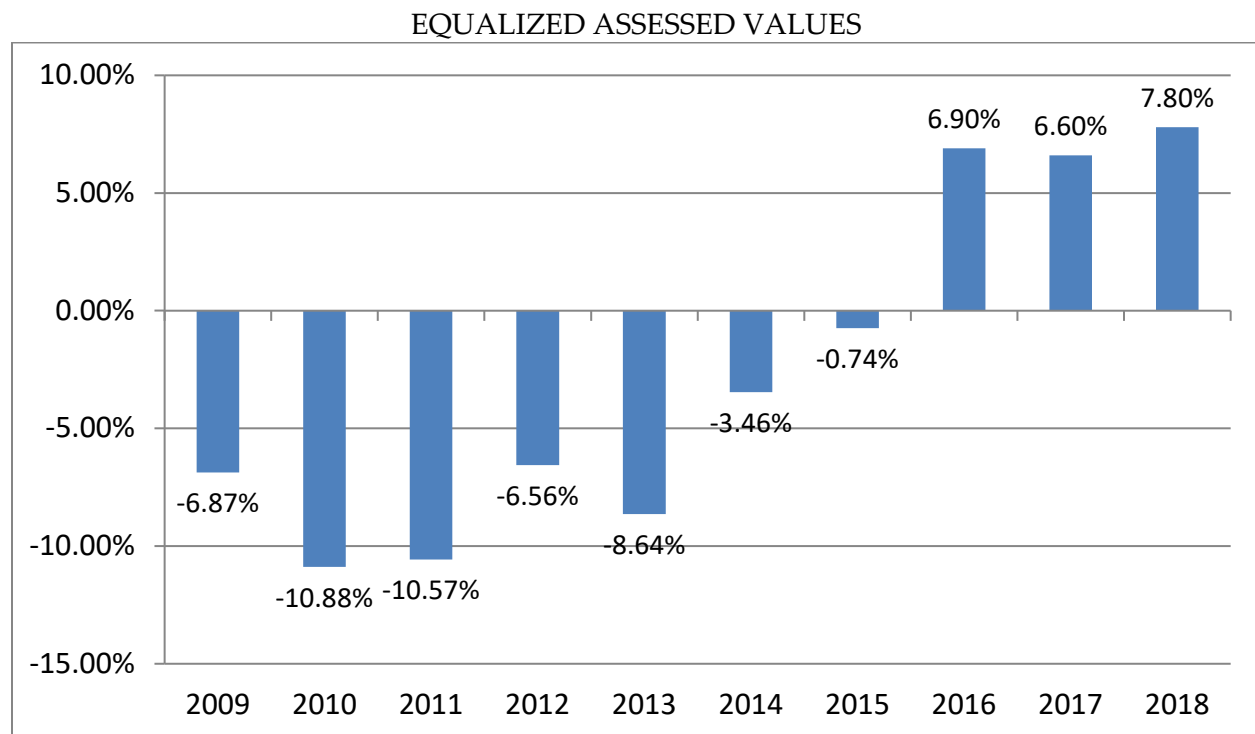
2018 Property Tax Levy Percent (%) Allocation



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, Insurance Fund and Debt Service Fund. Property taxes for 2018, which will be paid in 2020, attach as an enforceable lien on January 1, 2019 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 2018 property taxes in FY 2020.

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 declined for eight straight years, 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 2016, the tax levy was increased primarily to restore self-insurance fund reserves, while in 2017, the levy was increased by about 5%, to make up state-shared revenues which were being reduced. Overall however, the tax levy remains less than 6% higher than was in 2008.

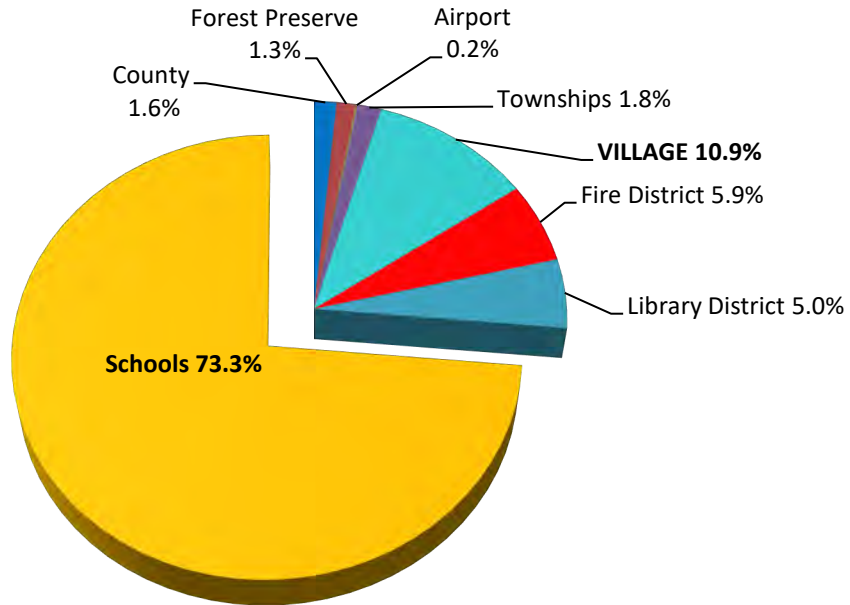


The Police Pension fund levy is actuarially determined. Other revenues that go toward funding the pension funds then reduce these amounts.

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.

Tax Levy Distribution

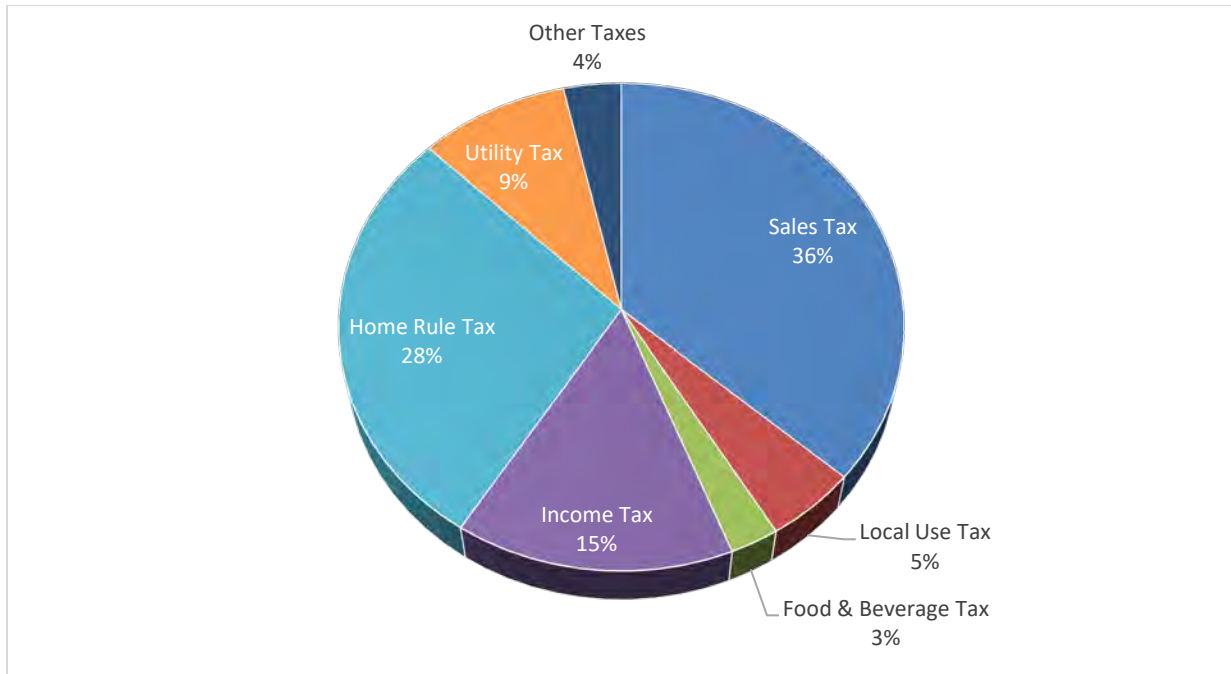


On average, 10.9% of a resident's property tax bill comes to the Village, while the remaining percentage goes to other taxing districts with schools getting the highest percentage. Also, an important distinction of the Village is that there is not a separate park district taxing body; instead the Village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

2019/20 Budget



The class of other taxes consists of a variety of revenue sources such as sales tax, home rule sales tax, income tax, local use 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 33.5% of the total revenues budgeted for fiscal year 2019/20.

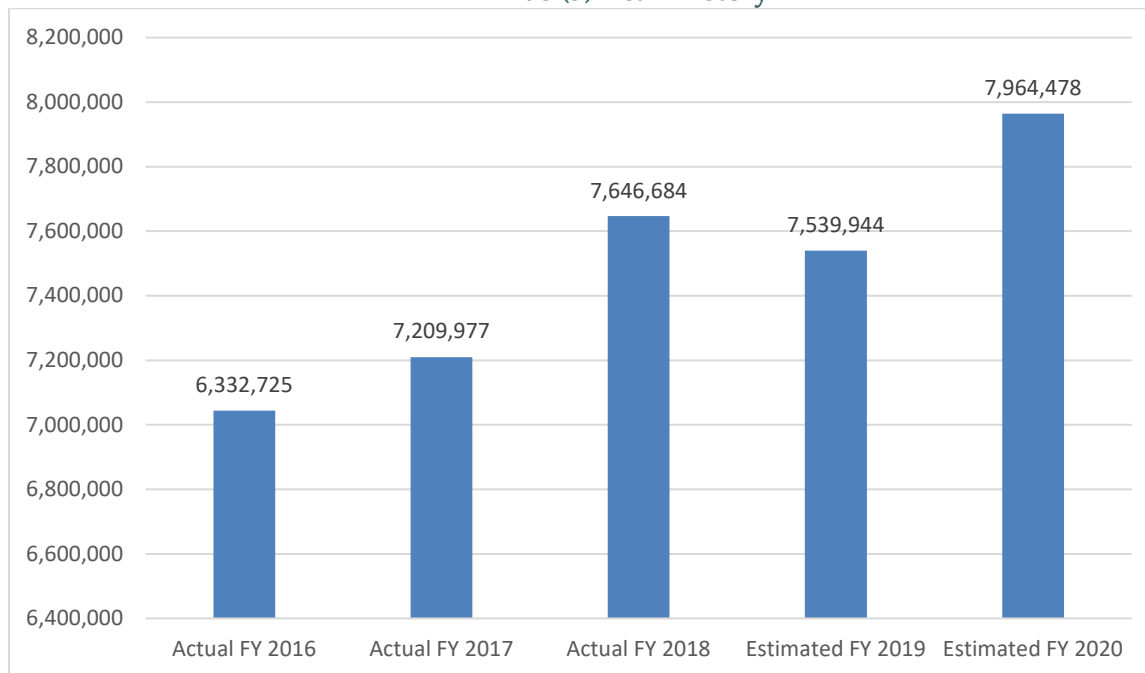
When projecting future revenue, the same approach is taken for this class as with intergovernmental revenue. Significant changes in the economy, such as major growths or downturns, will be reflected in budgeted revenues.

State Sales Tax:

For titled or registered items, Municipalities receive the equivalent of 16 percent of the 6.25 percent use tax on out-of-state purchases of titled or registered general merchandise for which the title or registration address of record is within their boundaries.

For other general merchandise and qualifying food, drugs, and medical appliances, monthly distributions from local governments' 20 percent share of the 6.25 percent use tax rate on other general merchandise (i.e., not including titled and registered items, above) and 100 percent of the 1 percent use tax rate from sales of qualifying food, drugs, and medical appliances.

Sales Tax Five (5) Year History

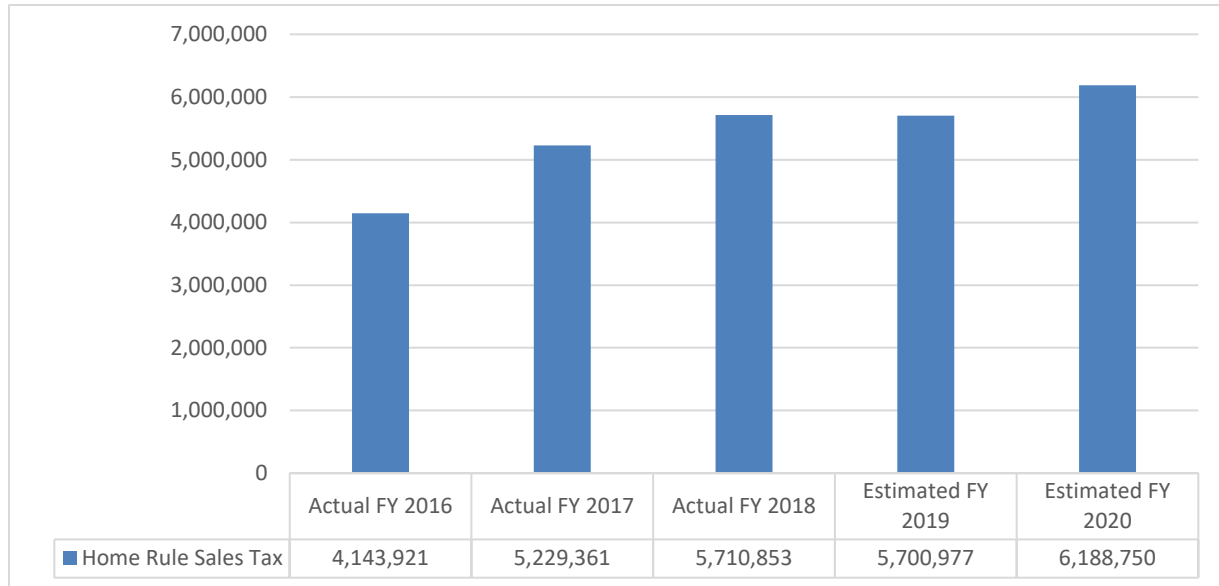


Home Rule Sales Tax:

Another large revenue source within this class is Home Rule Sales Tax, which represents 28% 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 1.25%.

For the 2019/20 budget, the Home Rule Sales Tax revenue is allocated among the General Fund, Infrastructure Fund and Environmental Fund. The Infrastructure Fund portion is strictly limited to funding debt repayments, capital improvements related to streets and other infrastructure uses.

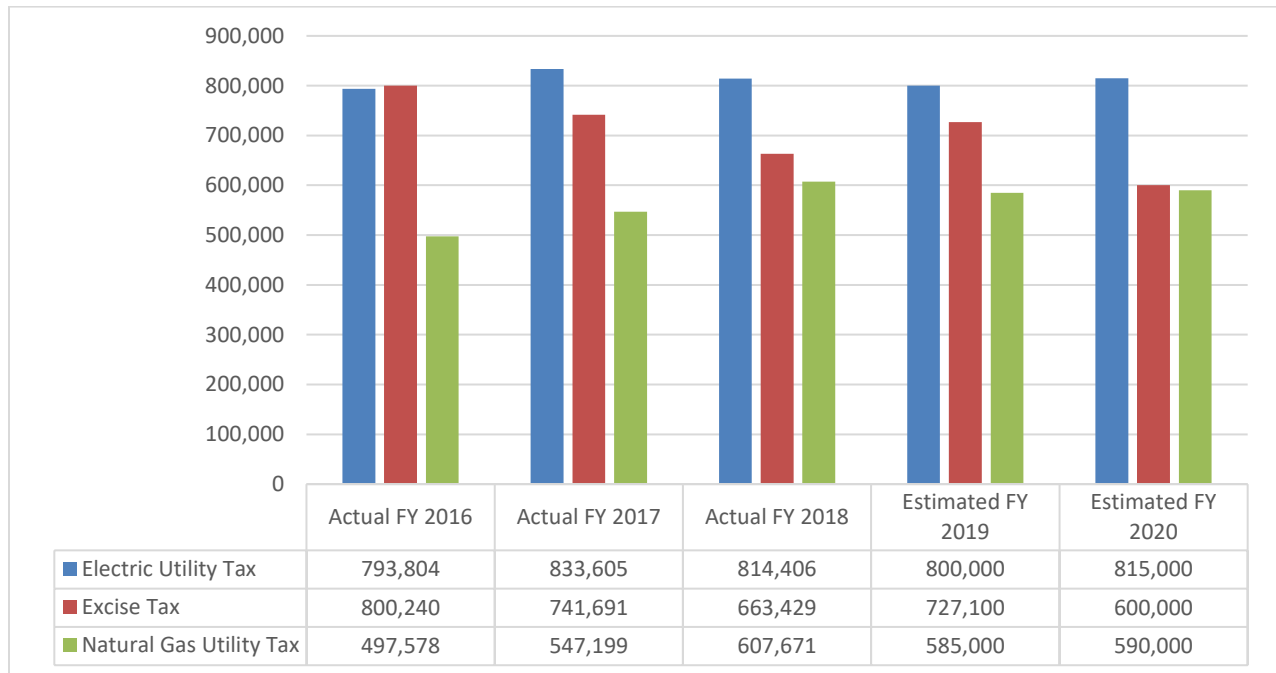
Home Rule Sales Tax Five (5) Year History



Utility Taxes:

Utility taxes include the excise tax (formerly known as 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.

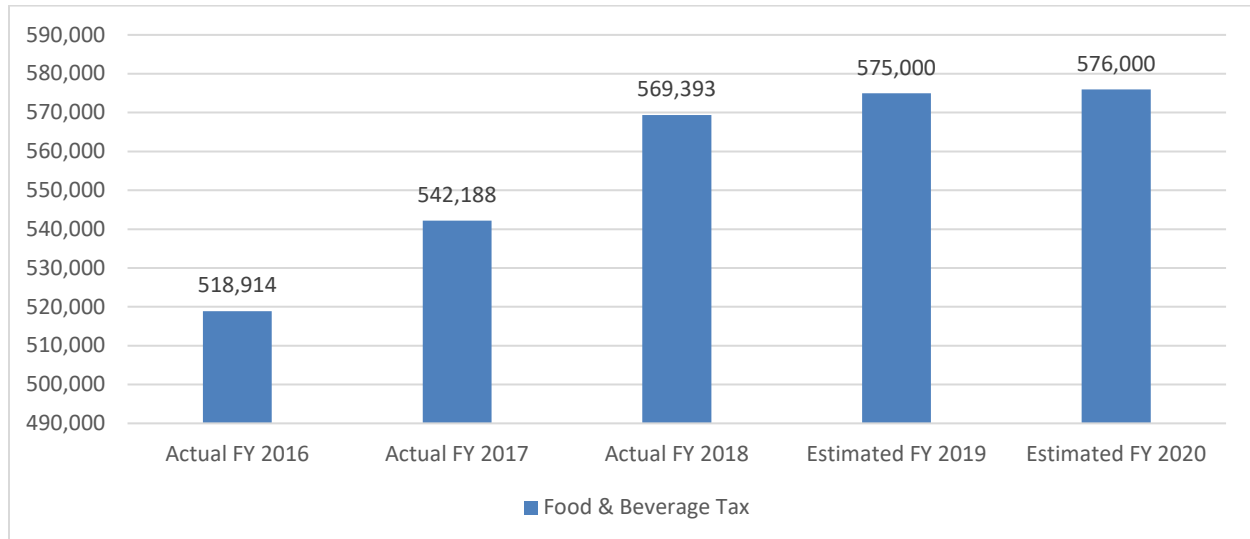
Utility Tax Five (5) Year History



Food & Beverage Tax:

The Village's 1% tax on the purchase of prepared foods and beverages is expected to generate a total of \$576,000 in 2019/20. The Food & Beverage Tax was introduced in July of 2010 to bring in additional revenue to supplement the decline in sales tax revenue.

Food & Beverage Tax Five (5) Year History



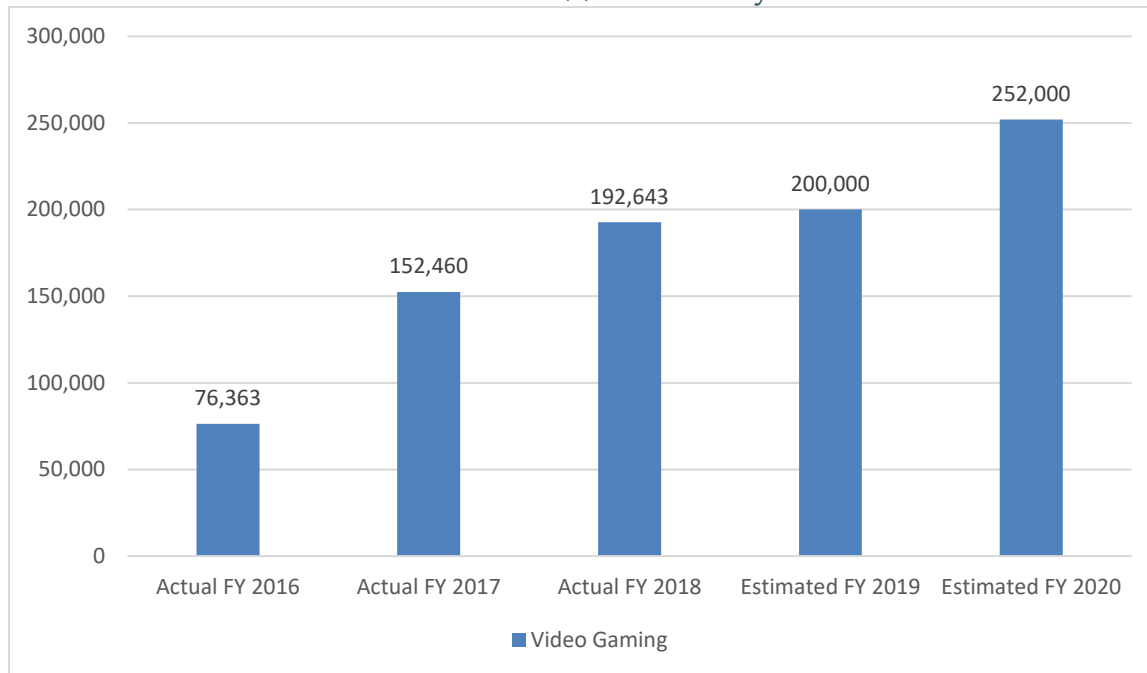
Amusement Tax:

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 2019/20 from the off track betting facility is \$100,000.

Video Gaming Tax:

Since being established in 2013, there has been impressive revenue growth in Video Gaming Taxes. At present, there are 8 businesses operating video gaming with expectations of additional establishments opening in the current fiscal year.

Video Gaming Tax Five (5) Year History



MAJOR REVENUE SOURCES CHARGES FOR SERVICES

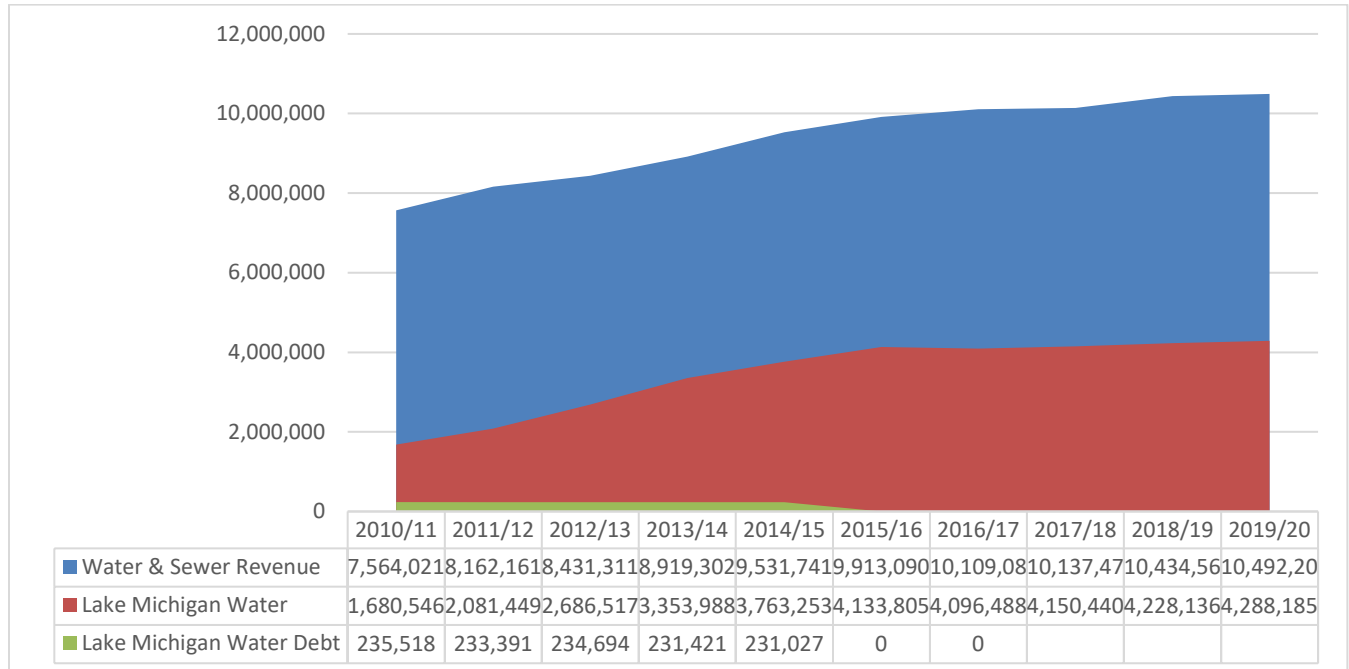
Fiscal Year	Total Budget	Total Revenue Received	% Collected
2010/11	\$11,049,802	\$10,879,651	98.5%
2011/12	\$11,784,638	\$11,941,520	101.3%
2012/13	\$12,563,788	\$12,320,261	98.1%
2013/14	\$13,428,713	\$13,109,208	97.6%
2014/15	\$13,389,208	\$13,487,337	100.7%
2015/16	\$13,871,320	\$13,936,570	100.5%
2016/17	\$14,439,713	\$14,539,134	99.7%
2017/18	\$14,780,991	\$14,502,221	98.1%
2018/19	\$14,748,428	\$14,573,994	98.8%
2019/20	\$14,715,598		

Revenue from charges for services, or user fees, is estimated at \$14.72 million for 2019/20, a decrease of 0.22% over 2018/19. 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 \$10.49 million is expected to be generated from water and sewer consumption charges in 2019/20, an increase of .6% compared to 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. Since 2012, the water rates have increased by 81% 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
2018 Rates	\$4.88
2019 Rates	\$4.94
2020 Rates	\$4.97

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. Starting in Fiscal Year 2016/17, the Village instituted a Capital Infrastructure Fee and also pledged a portion of Home Rule Sales Taxes in the Environmental Fund as a means of building up a capital projects fund. 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.

Last year, a committee comprised of 2 Elected Officials, Administration, Public Works, Administrative Services, Finance and outside Engineering staff held several meetings focusing on the task of developing a utility rate structure that will allow the Village to move forward with the 2 most important projects (meter/reading device system replacement and the start of phosphorous mitigation), while also generating new funds that will be specifically earmarked for capital infrastructure.

In order to generate sufficient revenues to meet both the GOB and IEPA loan debt service costs, as well as to begin setting aside necessary funds to be specifically used for ongoing utility infrastructure maintenance projects, it was recommended that an adjustment be made across the board to water and sewer rates, including the debt service and capital infrastructure fees beginning July 1, 2019, and additional adjustments continuing on for the next four consecutive years. The challenges facing the Environmental Fund are indeed great, as the total estimated ten year CIP is over \$34 million.

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. In FY 2018/19, Golf operations were split into two separate fund groups; Golf operations and grounds maintenance are now reflected as a subset of the General Fund, while the Restaurant / Banquet functions remained as an Enterprise Fund. For FY 2019/20, the two separate funds were reunited and will be reported as a subset of the General Fund going forward.

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 \$375,000 for 2019/20. Actual revenues for 2018/19 are expected to be \$380,394.

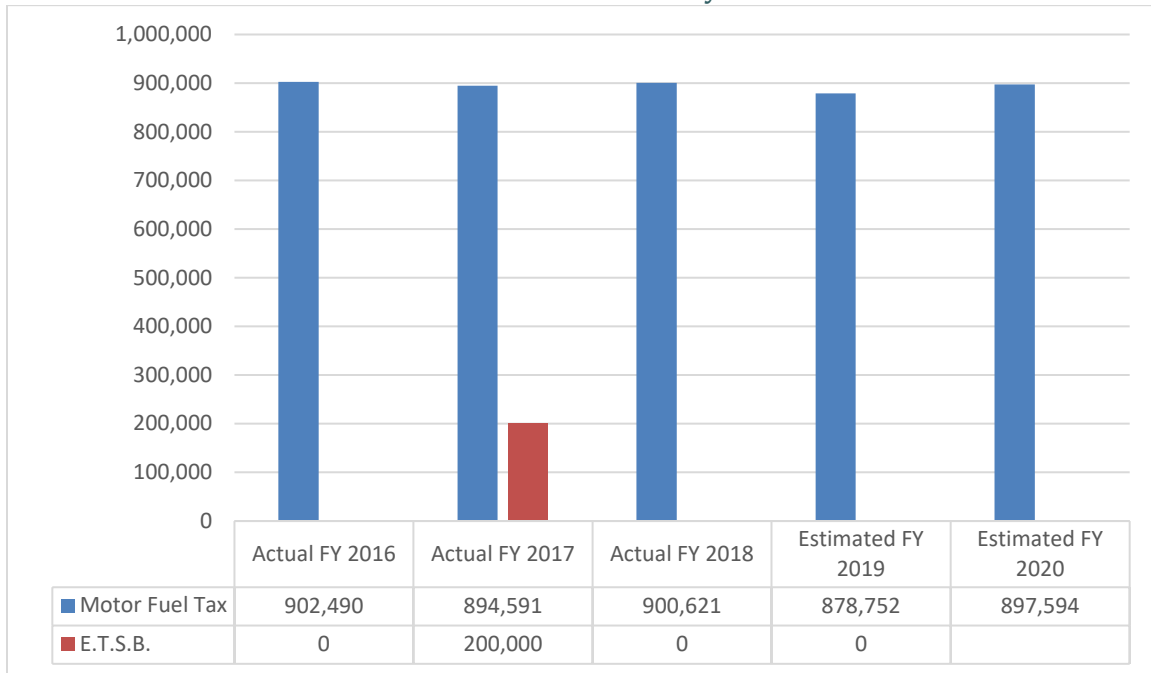
Water Tower/Cellular Tower Rental:

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 \$97,483 for the Village in Fiscal Year 2019/20. 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 Environmental Services Fund. Additionally, the Village leases land space on the Village campus to cellular providers which results in another \$76,994 in anticipated revenue annually. There was nothing budgeted for Tower Rental Revenues at the beginning of this fiscal year, as the Village was working out a contract with SBA for a lump sum payment for the tower here at the Civic Center complex. A final agreement was signed in late July, and during that time, SBA continued to make monthly payments, so we have a revenue windfall.

Because the Communications Easement Agreement is for a 55 year term, Generally Accepted Governmental Accounting Principles dictate the lump sum payment be recognized as revenue over the term of the agreement....or 55 years. The actual annual revenue then will be just under \$25,000.

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 \$49,736 in Fiscal Year 2019/20 from this cellular tower.

Intergovernmental Revenues Five (5) Year History



The intergovernmental revenue class includes a variety of revenue sources that the Village receives from other governmental entities. Motor Fuel Tax, E.T.S.B., 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.

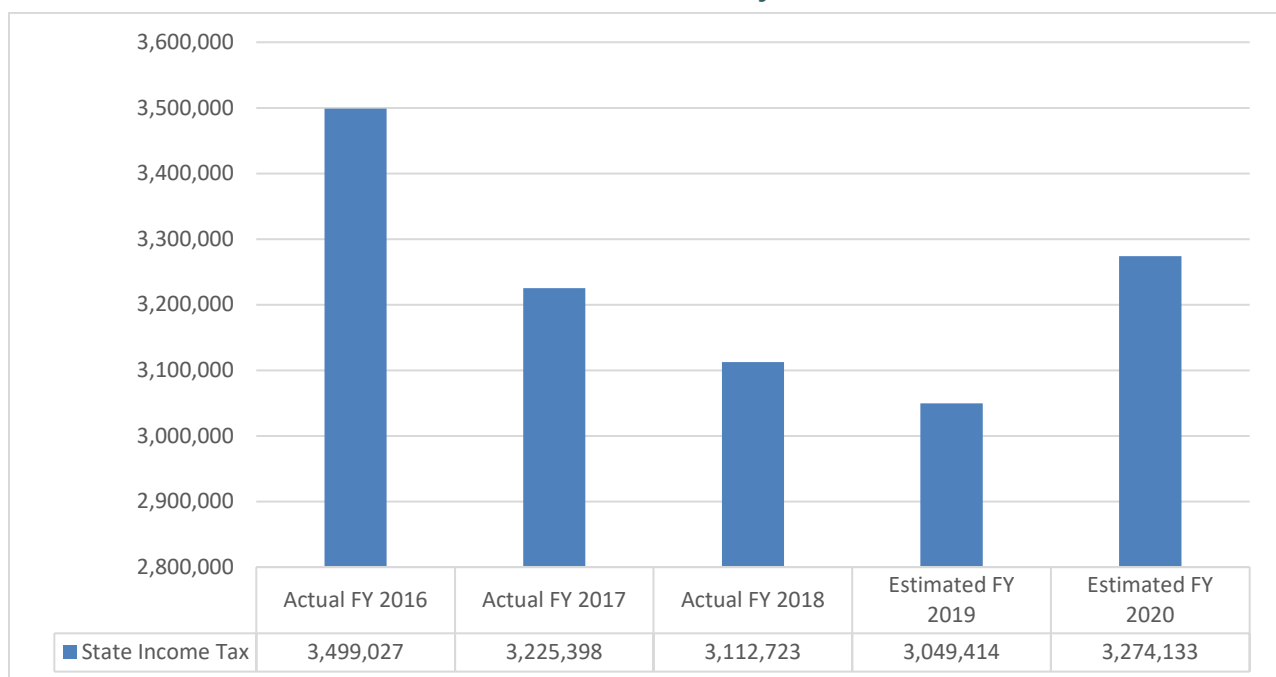
Although you may or may not have noticed this at the gas pumps, the State Gas Tax doubled at the beginning of July. Those funds now go into what the State describes as a Transportation Improvement Fund. Based on collections so far, the Village is expecting to receive \$500,000 from this new revenue source.

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 now distributes 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 fell beginning in 2007/08 due to falling wages, rising unemployment, and lower corporate profits, but began a rebound starting in 2014/15. State income tax receipts are estimated at \$3,274,133 for 2019/20, an increase of 7.7% from 2018/19. Subsequent to the adoption of the Village's budget for FY 2017/18, the State increased the person income tax rate from 3.75% to 4.95%, effective July 1, 2017. Simultaneously, the State decreased the distributions of Income Tax monies (known as the Local Government Distributive Fund) by 10% for 2017/18, and 5% in 2018/19. This was expected to negatively impact the Village's budget by \$147,471. State income tax revenue is deposited into the General Fund. The chart below depicts income tax revenue for FY 2019/20 and the preceding four years.

State Income Tax Five (5) Year History



State and Local Grants:

The Village is expecting to receive two Community Development Block Grants of \$400,000 each to provide funding in the T.I.F. #1 project area and resurfacing of Gregory Avenue. The Village also recently received notification of the awarding of four (4) DCEO grants as included in the State's FY 2020 Capital Bill. The grants are as follows:

P.A. 101-0029, Art. 15, Section 2555. The sum of \$450,000, or so much thereof as may be necessary, is appropriated from the Build Illinois Bond 1 Fund to the Department of Commerce and Economic Opportunity for 2 a grant to the Village of Glendale Heights for costs associated 3 with capital improvements.

P.A. 101-0029, Art. 16, Section 20. The sum of \$350,000, or so much thereof as may be necessary, is appropriated from the Build Illinois Bond Fund 15 to the Department of Commerce and Economic Opportunity for a grant to the Village of Glendale Heights for costs associated with the replacement of a sludge conveyor system.

P.A. 101-0029, Art. 16, Section 30. The sum of \$185,000, or so much thereof as may be necessary, is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to the Village of Glendale Heights for costs associated with water filtration system improvements.

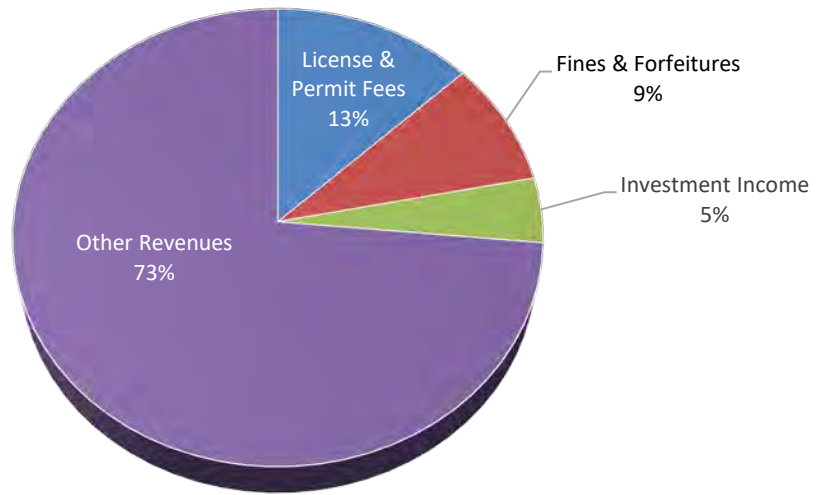
P.A. 101-0029, Art. 16, Section 40. The sum of \$143,300, or so much thereof as may be necessary, is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to the Village of Glendale Heights for costs associated with the construction of a bike and pedestrian trail.

P.A. 101-0029, Art. 16, Section 50. The sum of \$350,000, or so much thereof as may be necessary, is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to the Village of Glendale Heights for costs associated with capital improvements for the Glendale Heights Center for Senior Citizens.

MAJOR REVENUE SOURCES-OTHER REVENUE SOURCES

Fiscal Year	Total Budget	Total Revenue Received	% Collected
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	\$9,587,727	\$9,160,700	95.5%
2017/18	\$9,391,085	\$9,286,812	98.9%
2018/19	\$8,609,347	\$11,080,026	128.7%
2019/20	\$10,281,036		

Other Revenues



LICENSES AND PERMITS

License and permit revenue projected for FY 2019/20 is \$1,656,200, a 10.2% increase from the 2018/19 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 2019/20, and continued collection enforcement of single and multi-family rental licenses.

FINES AND FORFEITURES

Total revenue from fines is estimated at \$1,234,800 for FY 2019/20, representing an increase of 24.7% from the 2018/19 budget. The Village implemented a red light camera enforcement program starting in January, 2018, and changed service providers later that same year. Part of the explanation for the increase in estimates is related to being compliant with Generally Accepted Accounting Principles. The Village needs to reflect the revenue received from Red Light Camera violations at their gross amount, where previously this was not done.

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.

Starting in FY 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 as the markets stabilized. In 2019/20, revenues are expected to sustain or increase their current rate of growth.

OTHR REVENUES

Other 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 \$10,281,036 fiscal

year 2019/20, an increase of 90.8% from 2018/19. Primary drivers explaining the significant changes from last year are the anticipation of bond proceeds and proceeds from the sale of easement rights from the communications tower located on the civic center complex.

Operating Transfers:

Revenues classified as operating transfers from other funds total \$4,363,225 in the fiscal year 2019/20 budget, which is an increase of 12.3% 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	426,561	2,167,898	-1,741,337
Recreation Fund		294,424	-294,424
E.S.D.A. Fund		332	-332
Founders' Day Fund		34,961	-34,961
Infrastructure Fund		763,368	-763,368
TIF #1 Fund		50,000	-50,000
TIF #3 Fund		10,000	-10,000
SSA 1		16,977	-16,977
SSA 2	103,924	144,057	-40,133
SSA 3	66,021	108,579	-42,558
SSA 4		13,309	-13,309
SSA 5		22,332	-22,332
SSA 6		19,346	-19,346
Computer Replacement Fund	33,212	7,000	26,212
Capital Projects Fund	1,237,045		1,237,045
Debt Service Fund	2,006,462		2,006,462
Environmental Services Fund		710,642	-710,642
Insurance Fund	490,000		490,000
Total Transfers	4,363,225	4,363,225	0

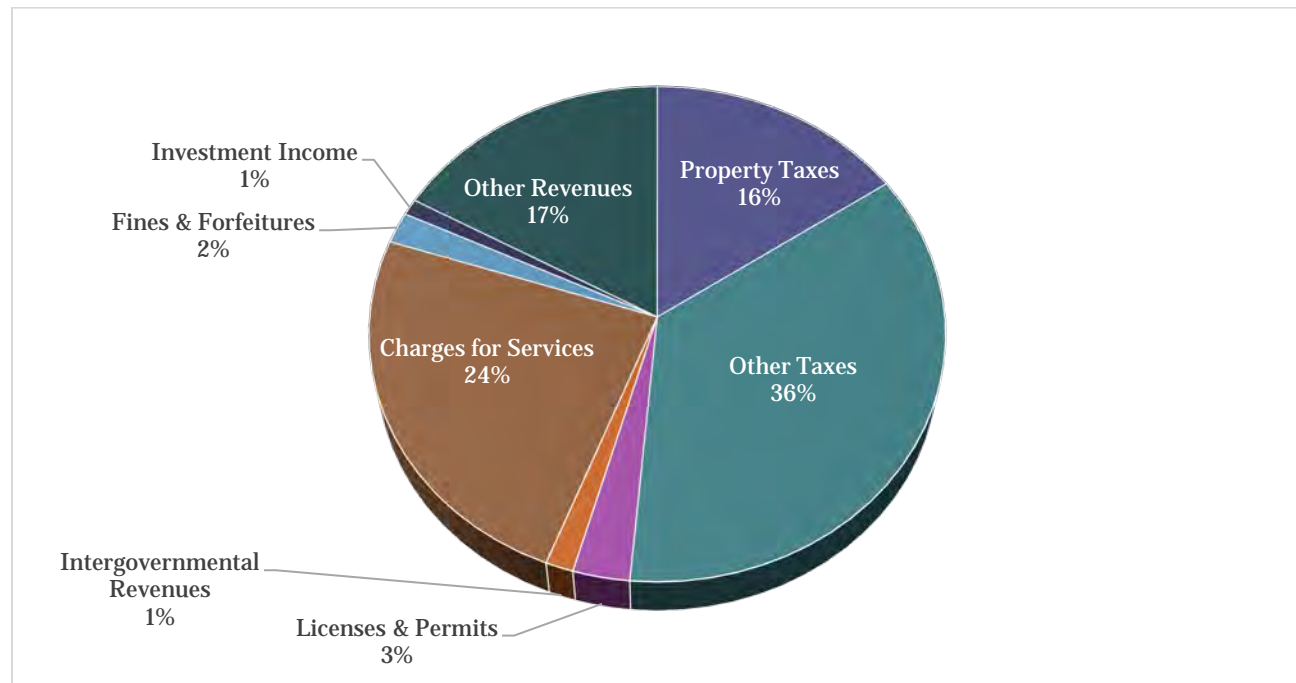
REVENUE & EXPENDITURES

ALL FUNDS

FUND	2016/17 ACTUAL	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET	% DIFFERENCE
REVENUES	59,610,412	60,303,089	57,546,983	58,125,208	65,277,329	13.43%
General Fund	23,848,858	23,536,578	21,831,070	24,409,947	27,531,200	26.11%
Special Revenue Funds	10,250,134	12,926,891	10,399,141	11,487,820	11,564,654	11.21%
Debt Service Fund	5,179,388	5,077,855	5,160,590	5,095,082	4,471,485	-13.35%
Capital Projects Funds	1,122,357	1,282,878	1,309,561	188,280	1,270,257	-3.00%
Enterprise Funds	13,948,645	13,552,449	13,239,849	12,527,821	16,082,949	21.47%
Internal Service Fund	508,663	850,000	853,167	1,100,000	722,286	-15.34%
Trust Fund	4,752,367	3,076,438	4,753,605	3,316,258	3,634,498	-23.54%
EXPENDITURES	55,872,389	65,803,189	55,461,299	60,008,736	69,488,460	25.29%
General Fund	22,702,972	24,413,835	23,254,681	24,598,270	28,032,074	20.54%
Special Revenue Funds	10,028,890	17,345,039	11,193,103	14,274,560	14,679,860	31.15%
Debt Service Fund	5,091,823	5,077,354	5,077,434	5,094,979	4,471,336	-11.94%
Capital Projects Funds	1,397,259	2,146,528	1,064,905	152,500	1,244,045	16.82%
Enterprise Funds	13,562,036	13,997,998	11,876,645	12,879,400	17,317,602	45.81%
Internal Service Fund	814,601	848,432	612,468	846,829	862,485	40.82%
Trust Fund	2,274,808	1,974,003	2,382,063	2,162,198	2,881,058	20.95%
Net Revenues						
Over (Under) Expenditures	3,738,023	(5,500,100)	2,085,684	(1,883,528)	(4,211,131)	-301.91%

REVENUE SUMMARY FUNDING BY SOURCE

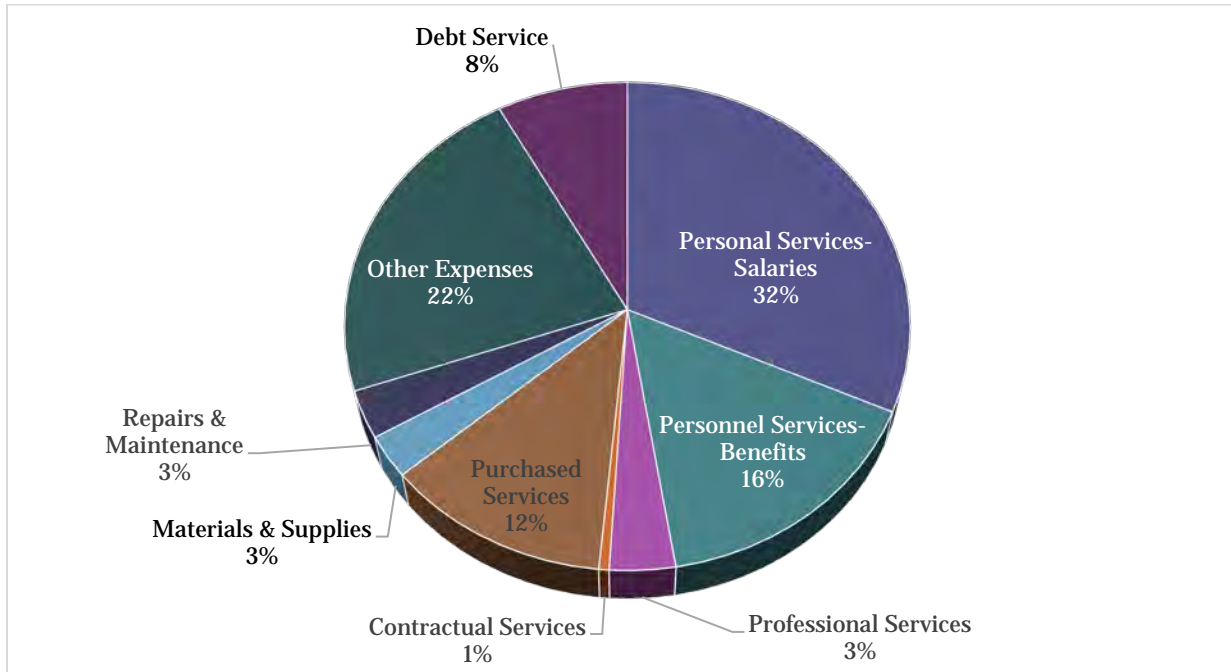
ALL FUNDS



	2016/17 ACTUAL	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET	% DIFFERENCE
Property Taxes	9,143,472	9,098,079	9,194,885	9,530,412	9,454,757	-0.79%
Other Taxes	19,923,654	20,296,903	17,913,180	20,454,105	21,864,755	6.90%
Licenses and Permits	1,730,198	1,670,514	1,847,267	1,656,200	1,824,564	10.17%
Intergovernmental	1,094,591	908,456	822,310	895,856	897,594	0.19%
Charges For Services	14,524,594	14,780,991	14,502,221	14,748,428	14,715,598	-0.22%
Fines And Forfeitures	618,188	696,200	708,356	990,200	1,234,800	24.70%
Investment Earnings	1,145,367	545,545	1,316,355	575,970	641,000	11.29%
Miscellaneous Revenues	6,835,241	6,478,826	5,414,834	5,386,977	10,281,036	90.85%
Total Operating Revenues	55,015,305	54,475,514	51,719,408	54,238,148	60,914,104	12.31%
Operating Transfers	4,595,108	5,827,575	5,827,575	3,887,060	4,363,225	12.25%
Net Revenues and Transfers	59,610,413	60,303,089	57,546,983	58,125,208	65,277,329	12.30%

EXPENDITURE SUMMARY FUNDING BY CLASS

ALL FUNDS



	2016/17 ACTUAL	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET	% DIFFERENCE
Personnel Services-Salaries	16,301,196	17,216,601	16,786,434	17,516,566	17,710,472	1.11%
Personnel Services-Benefits	7,670,378	8,011,603	7,747,688	8,415,130	8,783,268	4.37%
Professional Services	1,427,879	2,523,128	1,398,811	2,304,410	1,969,739	-14.52%
Contractual Services	254,054	257,390	194,257	245,875	305,550	24.27%
Purchased Services	1,940,803	2,457,699	2,056,834	2,140,031	6,848,127	220.00%
Materials & Supplies	7,088,181	7,009,632	6,458,481	7,035,346	1,553,366	-77.92%
Repairs & Maintenance	1,117,177	925,252	622,262	968,070	1,757,100	81.51%
Other Expenses	5,876,191	4,256,139	4,280,257	5,447,114	12,459,657	128.74%
Debt Service	5,088,185	5,073,579	5,073,579	5,090,804	4,470,336	-12.19%
Depreciation & Amortization	429,419	638,223	527,359	164,854	0	-100.00%
Total Operating Expenses	47,193,463	48,369,246	45,145,962	49,328,200	55,857,615	13.24%
 Capital Outlay	 4,083,817	 11,598,368	 4,479,761	 6,829,746	 9,267,620	 35.69%
Operating Transfers	4,595,108	5,835,575	5,835,575	3,906,560	4,363,225	11.69%
 Net Expenditures & Transfers	 55,872,388	 65,803,189	 55,461,298	 60,064,506	 69,488,460	 15.69%

REVENUE AND EXPENDITURE SUMMARY

GENERAL FUND

	2016/17 ACTUAL	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET	% DIFFERENCE
REVENUES	23,848,858	23,536,578	21,831,070	24,409,947	25,972,250	6.40%
Taxes	19,268,514	19,275,388	17,395,642	19,986,716	21,060,401	5.37%
Licenses & Permits	1,723,649	1,666,800	1,840,758	1,651,100	1,820,250	10.24%
Charges for Services	772,429	740,670	632,456	701,534	620,500	-11.55%
Fines & Forfeitures	618,030	696,000	707,574	990,000	1,234,600	24.71%
Intergovernmental	200,000	0	0	0	0	0.00%
Investment Income	32,621	39,000	71,892	55,000	110,000	100.00%
Other Revenues	809,007	581,020	645,048	603,297	699,938	16.02%
Operating Transfers	424,608	537,700	537,700	422,300	426,561	1.01%
 EXPENDITURES	 22,753,158	 24,600,035	 23,413,486	 24,643,770	 26,070,582	 5.79%
General Government	7,538,596	8,151,287	7,837,784	9,148,472	9,164,332	0.17%
Public Safety	7,677,490	7,977,211	7,485,109	8,069,565	8,450,792	4.72%
Community Development	914,655	1,069,977	1,039,457	1,062,044	1,245,722	17.29%
Public Works	2,247,083	2,332,252	2,111,291	2,284,702	2,257,381	-1.20%
Parks, Grounds & Facilities	2,296,937	2,580,130	2,472,449	2,468,312	2,513,833	1.84%
Legislative	240,625	262,850	241,068	304,704	270,624	-11.18%
Operating Transfers	1,837,772	2,226,328	2,226,328	1,305,971	2,167,898	66.00%
 NET REVENUES OVER (UNDER) EXPENDITURES	 1,095,700	 (1,063,457)	 (1,582,416)	 (233,823)	 (98,332)	 -57.95%

GENERAL FUND REVENUE DETAIL

ACCOUNT NUMBER	DESCRIPTION	TYPE	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-0-411.10-12	POLICE PROTECTION	R	343000	345591	302853	303179.1	325000
101-0-411.10-13	POLICE PENSION	R	2134438	2150465	2374258	2395765	2692498
101-0-411.10-15	SOCIAL SECURITY-EMPLOYER	R	238547	240689.8	230000	230465.4	134198
101-0-411.10-16	SCHOOL CROSSING GUARDS	R	51000	51867.77	51000	51146.05	51000
101-0-411.10-69	MOSQUITO ABATEMENT	R	42000	42543.24	42000	42519.01	42000
101-0-411.11-10	MUNICIPAL SALES TAX	R	7456691	7660811	7764944	6520593	8012478
101-0-411.11-11	SALES TAX (REBATE)	R	-500000	-500000	-500000	-500000	-498000
101-0-411.11-12	LOCAL USE TAX	R	865462	899789.5	940670	863494.4	1084394
101-0-411.11-14	AUTO RENTAL TAX	R	10500	8185.45	9000	7701.08	9000
101-0-411.11-15	FOOD & BEVERAGE TAX	R	575000	569393.3	575000	602888.3	576000
101-0-411.12-10	AMUSEMENT TAX	R	115000	100845.3	100000	80220.25	100000
101-0-411.12-11	VIDEO GAMING TAX	R	150000	192642.6	200000	210679	252000
101-0-411.13-10	PERS. PROP.REPLACEMENT TX	R	40400	35887.4	42000	28225.47	41000
101-0-411.14-10	REAL ESTATE TRANSFER TAX	R	375000	737167.5	400000	396734	380000
101-0-411.15-10	STATE INCOME TAX	R	3121008	3112723	3049414	2852055	3274133
101-0-411.16-10	HOME RULE TAX	R	2211742	2310386	2783477	2353328	2589700
101-0-411.17-10	ELECTRICITY	R	782000	814405.7	800000	784982.4	815000
101-0-411.17-11	NATURAL GAS	R	585000	607670.6	595000	609525.9	590000
101-0-411.17-13	SIMPLIFIED TELECOMM. TAX	R	692100	663428.9	677100	493208.7	600000
101-0-411.17-14	IMF-CLASS ACTN SETTLEMENT	R	0	0	0	0	0
101-0-411.17-15	UTILITY TAX REBATE PGM	R	-21000	-15675	-21000	-13439	-21000
101-0-411.18-10	HOTEL TAX	R	7500	12303.15	10000	10557.02	11000
101-0-421.19-10	VEHICLE LICENSE	R	320000	322736	315000	310814.5	315000
101-0-421.19-11	BUILDING PERMITS	R	340000	473204.7	450000	574636.6	470000
101-0-421.19-12	GARAGE SALE	R	4500	3735	3500	3055	3500
101-0-421.19-13	BUSINESS LICENSE	R	76000	87038.5	80000	83283	82500
101-0-421.19-14	SCAVENGER LICENSE	R	11500	10000	11500	13000	10000
101-0-421.19-15	VENDING MACHINES LICENSE	R	25000	22503.75	22500	21131.25	21000
101-0-421.19-16	CONTRACTORS LICENSE	R	34500	38350	40600	39150	35000
101-0-421.19-17	LIQUOR LICENSE	R	116000	118402.9	119000	128788.4	125000
101-0-421.19-18	TOBACCO DEALERS LICENSE	R	5500	6800	6000	5500	6000
101-0-421.19-19	MULTI-FAMILY RENTAL LIC.	R	155000	222515	140000	147010	176000
101-0-421.19-20	ANIMAL LICENSE	R	4500	4010	4000	3635	4000
101-0-421.19-21	SINGLE FAMILY RENTAL LIC	R	530000	478585	530000	563447	520000
101-0-421.19-22	ENTERTAINMENT PERMIT	R	1800	2250	1800	2250	2250
101-0-421.19-23	VAC.BLDG.REGISTRY	R	5000	5000	5000	5575	3500

VILLAGE OF GLENDALE HEIGHTS

ANNUAL BUDGET

101-0-421.19-24	VAC.BLDG.INSPECTION	R	6000	9200	6000	6200	5000
101-0-421.19-28	VIDEO GAMING LICENSE	R	30000	30000	35000	33000	36500
101-0-421.19-29	UTILITY PERMITS - R.O.W.	R	1500	3300	5000	5950	5000
101-0-421.19-90	SUSPENSE ACCOUNT-REVENUE	R	0	2951	0	-300	0
101-0-421.19-99	OTHER LICENSES	R	0	0	0	0	0
101-0-431.20-12	DUPAGE ETSB	R	0	0	0	0	0
101-0-441.25-10	COURTROOM RENTAL	R	0	0			
101-0-441.25-11	POLICE DEPT. RANGE RENTAL	R	6000	0	0	0	0
101-0-441.25-12	TOWER RENTAL	R	75630	74033.72	76994	76995.06	0
101-0-441.25-14	CABLE TV FRANCHISE FEE	R	450000	402039	408000	256001.6	375000
101-0-441.25-15	RE-INSPECTION FEE	R	9000	13800	12500	8857.76	10000
101-0-441.25-16	ANNEXATION FEE	R	0	0	0	0	0
101-0-441.25-17	PUBLIC HEARING FEE	R	11250	14750	10000	15000	12000
101-0-441.25-18	ENGINEERING FEE	R	0	0	0	0	0
101-0-441.25-19	LEGAL FEE	R	0	0	0	0	0
101-0-441.25-20	FALSE ALARM FEE	R	5500	5750	5500	6958.84	5500
101-0-441.25-21	PLAN REVIEW FEE	R	0	0	0	0	0
101-0-441.25-22	POLICE ACCIDENT REPORT	R	4000	5150.2	4500	5300	4500
101-0-441.25-23	POLICE OFFICER DETAIL	R	24000	16898.75	24000	18635.34	24000
101-0-441.25-24	FINGER PRINTING FEE	R	1500	4591	1500	960	1500
101-0-441.25-25	ANIMAL IMPOUND FEE	R	1200	650	1000	620	1000
101-0-441.25-26	POLICE DEPT. APPLICATION	R	0	0	3000	2965	0
101-0-441.25-27	BASSETT LIQUOR TRAINING	R	1000	250	250	350	250
101-0-441.25-28	FIRE PROTECTION FEE	R	0	0	0	0	0
101-0-441.25-30	WORKING W/O PERMIT	R	20500	41148	23000	31046	25000
101-0-441.25-31	REAL ESTATE INSP.PROGRAM	R	83000	116327.5	90000	108500	100000
101-0-441.25-34	PLAT FILING FEE	R	250	0	0	0	250
101-0-441.25-40	COUNTY RIGHT OF WAY FEE	R	22940	13764	14000	16058	14000
101-0-441.25-41	CONDO CONVERSION FEE	R	0	0	0	0	0
101-0-441.25-42	SEX OFFENDER REGISTRATION	R	0	0	0	0	0
101-0-441.25-43	CHILD MURDERER & VIOLENT	R	0	0	0	0	0
101-0-441.25-44	PARKS USAGE FEES	R	14000	15014.7	26000	42327.5	36000
101-0-441.25-50	APPEARANCE COMM REVIEW	R	0	0	0	0	0
101-0-441.25-51	AFFILIATE FEES	R	0	0	0	0	0
101-0-441.25-52	ZONING VERIFICATION FEES	R	800	1500	600	300	500
101-0-451.29-9	LOCAL DUI PROSECUTION	R	40000	31231.86	40000	31468.54	40000
101-0-451.29-10	PARKING TICKETS	R	291000	331558.8	305000	378047.2	305000
101-0-451.29-11	COMPLIANCE TICKETS	R	85000	138436	130000	146097.5	135000
101-0-451.29-12	COURT FINES	R	255000	194186	205000	215484.7	205000
101-0-451.29-13	LIQUOR FINES	R	1500	0	1500	1600	1500

VILLAGE OF GLENDALE HEIGHTS

ANNUAL BUDGET

101-0-451.29-14	TOBACCO FINES	R	500	0	500	0	500
101-0-451.29-15	RED LIGHT CAMERA	R	20000	132217.5	500000	528907.3	544600
101-0-451.29-51	PARKING TICKET-COL.AGENCY	R	0	0			
101-0-451.29-98	PD-OTHER REVENUES	R	3000	1900.07	4800	8369.86	3000
101-0-461.30-10	INTEREST INCOME	R	39000	71881.59	70000	154498.8	110000
101-0-481.42-10	FEDERAL	R	5500	24087.06	30408	30268.33	20800
101-0-481.42-11	STATE OF IL.	R	9699	22457.82	9669	2450.95	24375
101-0-481.42-12	DUMEG FAIR SHARE	R	24908	24908	0	0	22500
101-0-481.43-10	FEDERAL GRANTS	R	0	0	0	0	0
101-0-481.43-11	STATE OF IL.	R	0	0	0	0	0
101-0-481.50-11	SALES OF VILLAGE PROP.	R	0	497	300	580	0
101-0-481.50-15	VOGH-VOLUME CAP	R	0	0			
101-0-481.50-17	RECAPTURE FEES-REVENUE	R	0	0	0	0	0
101-0-481.50-19	TOWING & IMPOUND CHARGES	R	100000	126355	110000	94300	110000
101-0-481.50-20	BOOT FEE	R	3370	4135	1000	400	1000
101-0-481.50-22	PARKING FEES-PAYMENT PLAN	R	0	0			
101-0-481.50-30	LATE FEES RENTAL LICENSES	R	0	0	0	0	0
101-0-481.50-31	50/50 CURB-CUT PROGRAM	R	2500	2394	3000	2520	2500
101-0-481.50-32	SALES-RECYCLING SUPPLIES	R	0	60	50	30	0
101-0-481.50-33	PARKWAY TREE REPLACEMENTS	R	2250	2250	0	0	1000
101-0-481.50-51	H.SCHOOL RESOURCE OFFICER	R	131076	120645	130320	104532.2	138033
101-0-481.50-53	NORTH AVENUE PROPERTY	R	0	0			
101-0-481.60-12	DONATIONS OTHER	R	0	0	100	100	0
101-0-481.60-15	DONATION-SAFETY TOWN	R	0	0	0	0	0
101-0-481.60-16	DONATION-DARE	R	0	0	0	0	0
101-0-481.62-10	PARK MEMORIALS	R	0	450	1350	1450	0
101-0-481.62-11	CITIZEN DONATIONS	R	0	0	0	0	0
101-0-481.70-10	CASH (OVER) & SHORT	R	0	1710.42	0	-667.56	0
101-0-481.71-10	(GAIN) & LOSS INVESTMENTS	R	0	1014.96	0	736.81	0
101-0-481.89-10	MISCELLANEOUS INCOME	R	60117	97493.17	69874	76743.72	62530
101-0-481.89-11	IPBC INVESTMENT INCOME	R	0	0			
101-0-481.99-99	CREDIT CARD CLEARING	R	0	0			
101-0-491.92-3	TRANSFER FROM-HANDICAPPED	R	0	0	0	0	0
101-0-491.92-6	TRANSFER FROM-FOUNDER'S D	R	56500	56500	57223	57223	34961
101-0-491.92-12	TRANSFER FROM INFRASTRUCT	R	0	0	0	0	0
101-0-491.92-41	TRANSFER FROM-TIF 01	R	70000	70000	50000	50000	50000
101-0-491.92-42	TRANSFER FROM-TIF 02	R	0	0	0	0	0
101-0-491.92-43	TRANSFER FROM TIF 03	R	10000	10000	10000	10000	10000
101-0-491.92-51	TRANSFER FROM SSA 01	R	16014	16014	16516	16516	16977
101-0-491.92-52	TRANSFER FROM SSA 02	R	135891	135891	140152	140152	144057

VILLAGE OF GLENDALE HEIGHTS

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101-0-491.92-53	TRANSFER FROM SSA 03	R	102424	102424	105635	105635	108579
101-0-491.92-54	TRANSFER FROM SSA 04	R	12554	12554	12948	12948	13309
101-0-491.92-55	TRANSFER FROM SSA 05	R	21067	21067	21727	21727	22332
101-0-491.92-56	TRANSFER FROM SSA 06	R	18250	18250	18822	18822	19346
101-0-491.93-1	TRANSFER FROM-VEHICLE REP	R	0	0	0	0	0
101-0-491.93-2	TRANS FROM-COMPUTER REP	R	8000	8000	19500	19500	7000
101-0-491.93-3	TRANSFER FROM-CAPITAL PRO	R	95000	95000	0	0	0
101-0-491.93-4	TRANSFER FROM-BOND-FUND	R	0	0	0	0	0
101-0-491.94-1	TRANSFER FROM-DEBT SERVIC	R	0	0	0	0	0
101-0-491.95-2	TRANSFER FROM-REST./BANQU	R	0	0	0	0	0
101-0-491.96-2	TRANSFER FROM-ESCROW	R	0	0	0	0	0
101-1016-441.28-13	SPECIAL EVENT REVENUES	R	5100	8218	13100	6242	5500
101-1016-441.28-15	CAR SHOW	R	5000	5955	5398	5498.5	5500
101-1016-481.60-12	DONATIONS OTHER	R	850	900	500	500	500
101-1016-481.99-99	CREDIT CARD CLEARING	R	0	0			
101-1117-441.27-13	GENERAL FITNESS CLASSES	R	0	0	0	0	0
101-1117-461.30-10	INTEREST INCOME	R	0	0	0	0	0
101-1117-481.43-15	SENIOR HEALTH INS PGM	R	0	0	0	0	0
101-1117-481.59-10	GENERAL MEMBERSHIPS	R	0	0	0	0	0
101-1117-481.59-11	ACTIVITY FEES	R	0	0	0	0	0
101-1117-481.59-16	SENIOR PROGRAM	R	0	10	0	0	0
101-1117-481.59-17	SENIOR BUS	R	0	0	0	0	0
101-1117-481.70-10	CASH (OVER) & SHORT	R	0	57	0	0	0
101-1117-481.81-10	SENIOR PROGRAM	R	8000	7049.01	10000	5935.5	8000
101-1117-481.81-11	SENIOR BUS	R	4500	6131.1	7000	6369.05	7000
101-1117-481.81-12	FACILITY RENTAL	R	50000	56233.5	54000	52782.5	54000
101-1117-481.81-13	SALON SERVICES	R	15000	14036	23000	24445	23000
101-1117-481.81-14	SPONSORSHIP	R	1000	500	1000	800	1000
101-1117-481.81-15	GIFT CARDS	R	0	0	0	0	0
101-1117-481.81-16	PRINTING REVENUE	R	250	99.5	50	22	100
101-1117-481.81-17	FITNESS MEMBERSHIPS	R	6500	5497	6500	7769.08	7500
101-1117-481.81-18	GENERAL MEMBERSHIPS	R	3000	2612	3000	2675	3000
101-1117-481.81-19	BEVERAGES SOLD REVENUE	R	6000	6105.86	6600	6817.35	6600
101-1117-481.81-20	SC-SPECIALTY LINENS REV	R	5000	4182.5	4200	4515	7000
101-1117-481.81-21	SC-OTHER RENTAL FEES	R	1900	500	1000	515	1000
101-1117-481.81-22	SC-WAITSTAFF SERVICES	R	2500	2110	2500	2150	2500
101-1117-481.81-23	SENIOR HOLIDAY LUNCHEON	R	3500	2828	3300	2990.05	3000
101-1117-481.81-24	SENIOR TRIP REVENUES	R	60000	27458.83	60000	19479	60000
101-1117-481.81-25	SNACKS/COFFEE	R	600	404.89	500	501.28	500
101-1117-481.81-26	FACILITY SET UP FEES	R	4000	3835	3500	3275	3500

VILLAGE OF GLENDALE HEIGHTS

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101-1117-481.81-27	SALON RETAIL REVENUE	R	0	0	0	0	0
101-1117-481.81-28	COMM DINING DONATIONS	R	0	0	0	0	0
101-1117-481.89-10	MISCELLANEOUS INCOME	R	0	1291.65	0	100	0
101-1117-481.89-14	DONATIONS	R	0	0	0	0	0
101-1117-481.89-32	SALON MISCELLANEOUS	R	500	197	1000	443.12	1000
101-1117-481.89-33	GIFT SHOP REVENUE	R	3000	3975.91	4000	3156.95	4000
101-1117-481.89-99	PROMOTIONAL CREDIT	R	0	-92	0	-57	0
101-1117-481.99-99	CREDIT CARD CLEARING	R	0	0	0	0	0
101-1299-481.58-10	PULL TAB TAX	R	2500	885.69	2500	883.1	4000
101-1299-481.58-11	D.U.I.	R	25000	12288.88	25000	14541.3	25000
101-1299-481.58-12	COURT DRUG FINES	R	3000	2475	3000	784.7	3000
101-1299-481.58-14	SEX OFFENDER REGIST FUND	R	2000	2930	2000	2270	3000
101-1299-481.58-15	POLICE DEPT BIKE UNIT	R	0	0			
101-1299-481.58-16	LOCAL LAW ENF. BLOCK GRNT	R	0	0			
101-1299-481.58-17	JUVENILE DIVERSION PROG	R	0	0	0	368.49	0
101-1299-481.58-18	G.R.E.A.T. PROGRAM	R	0	0			
101-1299-481.58-19	LOCAL MISC. DONATION	R	0	0			
101-1299-481.58-20	STATE-TOBACCO GRANTS	R	5000	0	5000	3080	5000
101-1299-481.58-21	RANGE FACILITY	R	0	0			
101-1299-481.58-22	SUPERVISION FINES	R	15000	15722.95	15000	12677.55	15000
101-1299-481.58-23	ELECTRONIC CITATION FEES	R	2000	2409.52	2000	2433.54	2000
101-1299-481.58-24	FORFEITED FUNDS PD MONEY	R	0	0	0	0	0
101-1299-481.58-25	EVIDENCE SEIZED CASH	R	0	2093.34	0	7.15	0
101-1299-481.58-26	STATE FORFEITURES FUND	R	0	11528.68	0	531.1	0
101-1299-481.58-27	FEDERAL FORFEITURES FUND	R	0	21192.47	10220	14666.29	0
101-1299-481.58-28	DARE ACCOUNT	R	0	2500	0	2600	0
101-1299-481.58-60	COMMUNITY ORIENTED POLICE	R	0	11257.3	3000	7695	12950
101-1299-481.58-61	GUN RANGE	R	0	6000	6000	6000	6000
101-1299-481.60-15	DONATION-SAFETY TOWN	R	3000	0			

EXPENDITURE SUMMARY BY DEPARTMENT

GENERAL FUND

Program	2016/17 ACTUAL	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET	% DIFFERENCE
Legislative	231,230	251,900	225,994	293,754	270,624	-7.87%
Village Board	188,955	205,568	185,492	205,968	205,968	0.00%
Village Clerk	14,669	15,300	13,379	15,300	15,300	0.00%
Police Commission	17,795	10,539	9,062	40,190	14,490	-63.95%
Plan Commission	675	2,681	3,269	2,681	2,681	0.00%
Special Events Commission	7,258	16,012	13,442	27,815	26,500	-4.73%
Youth Commission	1,709	1,800	1,350	1,800	1,800	0.00%
Appearance Commission	169	0	0	0	0	0.00%
Historical Building	0	0	0	0	3,885	0.00%
General Government	7,336,321	7,976,037	7,694,898	8,608,876	8,799,631	2.22%
Village Administration	415,839	414,349	403,499	411,854	440,662	6.99%
Human Resources	155,837	169,803	159,728	208,566	189,290	-9.24%
Public Affairs	109,262	115,592	109,093	122,877	138,001	12.31%
Senior Services	386,583	434,051	357,125	422,934	462,489	9.35%
Central Services	5,048,025	5,456,509	5,380,214	6,072,701	6,237,947	2.72%
Administrative Services	347,114	364,678	359,609	380,658	286,789	-24.66%
Information Services	469,396	581,806	497,443	495,121	522,833	5.60%
Finance	404,265	439,249	428,187	494,165	521,620	5.56%
Police Department	7,677,489	7,977,211	7,485,109	8,214,565	8,598,493	4.67%
Police Administration	550,146	543,631	527,133	772,805	886,520	14.71%
Patrol	4,310,506	4,561,978	4,393,455	4,731,437	4,771,400	0.84%
Investigations	1,284,730	1,367,725	1,322,476	1,218,168	1,329,516	9.14%
Support Services	1,456,798	1,440,127	1,167,267	1,423,155	1,542,607	8.39%
Community Oriented Policing	7,531	14,000	11,513	14,000	14,000	0.00%
State & Federal Grants	67,778	49,750	63,265	55,000	54,450	-1.00%
Public Works	2,247,083	2,332,252	2,111,291	2,284,702	2,473,507	8.26%
Administration	175,597	182,547	174,977	120,457	123,596	2.61%
Engineering	59,045	58,309	57,734	103,904	118,451	14.00%
Streets	1,683,075	1,740,337	1,543,966	1,695,871	1,820,444	7.35%
Fleet Maintenance	329,366	351,059	334,614	364,470	411,016	12.77%
Parks, Grounds & Facilities	2,296,937	2,580,130	2,472,449	2,468,312	2,513,833	1.84%
Parks	1,310,625	1,359,596	1,304,699	1,353,921	1,447,018	6.88%
Forestry	62,368	202,370	195,035	137,750	60,650	-55.97%
Facilities	923,944	1,018,164	972,715	976,641	1,006,165	3.02%

Community Development	914,655	1,069,977	1,039,457	1,062,044	1,245,722	17.29%
Administration	524,911	590,408	583,621	575,510	691,370	20.13%
Inspection Services	389,744	479,569	455,836	486,534	554,352	13.94%
General Fund Total Before						
Operating Transfers	20,703,715	22,187,507	21,029,198	22,932,253	23,901,810	4.23%
Operating Transfers	1,837,772	2,226,328	2,226,328	1,305,971	2,167,898	66.00%
Total Expenditures	22,541,487	24,413,835	23,255,526	24,238,224	26,069,708	21.27%

GENERAL FUND EXPENDITURE DETAIL

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-0-510.78-99	MISC EXP	0	25899.89	0	0	0
101-0-981.92-1	TRANSFER TO-RECREATION	0	0	0	0	0
101-0-981.92-4	TRANSFER TO-MOTOR FUEL	0	0	0	0	0
101-0-981.92-6	TRANSFER TO-FOUNDER'S DAY	0	0	0	0	0
101-0-981.92-9	TRANSFER TO-HISTORICAL	0	0	7000	7000	0
101-0-981.92-11	TRANSFER TO-IMRF FUND	0	0	0	0	0
101-0-981.92-12	TRANSFER TO INFRASTRUCTUR	0	0	0	0	0
101-0-981.92-43	TRANSFER TO TIF NO.3	0	0	0	0	0
101-0-981.92-46	TRANSFER TO TIF NO. 6	0	0	0	0	0
101-0-981.93-1	TRANSFER TO-VEHICLE REP	704463	704463	0	0	0
101-0-981.93-2	TRANSFER TO-COMPUTER REP	17490	17490	33396	33396	25978
101-0-981.93-3	TRANSFER TO-CAPITAL PROJ	349400	349400	102000	102000	968545
101-0-981.93-7	COMPUTER SOFTWARE REPLACE	0	0	0	0	0
101-0-981.93-53	TRANSFER TO 2010 GOB	0	0	0	0	0
101-0-981.94-1	TRANSFER TO-DEBT SERVICE	809975	809975	819575	819575	828375
101-0-981.94-2	TRANSFER TO-LIABILITY INS	345000	345000	345000	345000	345000
101-0-981.95-2	TRANSFER TO-GOLF COURSE	0	0	0	0	0
101-1011-512.10-10	F-TIME & REG.PART-TIME	132000	120867.4	133679	126008.7	132000
101-1011-512.15-10	FICA-EMPLOYER	8184	7168.19	8288	7481.15	8184
101-1011-512.16-14	TRAVEL FOR MEETING & CONF	100	0	100	0	100
101-1011-512.16-15	TRAINING & SEMINARS	2900	1395.88	2900	1056.49	2900
101-1011-512.16-16	MEDICARE-EMPLOYER	1914	1676.48	1938	1749.71	1914
101-1011-512.21-11	PROF-LEGAL	0	0	0	0	0
101-1011-512.21-99	PROFESSIONAL-OTHERS	0	0	0	0	0
101-1011-512.24-12	PRINTING & BINDING	250	229	250	0	250

101-1011-512.31-99	OFFICE SUPPLIES	200	140.12	200	90.79	200
101-1011-512.37-10	UNIFORMS	500	0	500	0	500
101-1011-512.37-80	GAS & FUEL	0	0	0	0	0
101-1011-512.37-99	OPERATING SUPPLIES	4000	3672.09	5650	4208.45	4200
101-1011-512.39-99	OPERATING EQUIPMENT	0	0	0	0	0
101-1011-512.51-11	PAGER	0	0	0	0	0
101-1011-512.51-12	CELLULAR PHONE	0	0	0	0	0
101-1011-512.53-20	MEDICAL EQUIPMENT	0	0	0	0	0
101-1011-512.60-99	VARIOUS COMMISSION	0	0	0	0	0
101-1011-512.61-12	ECONOMIC DEVELOPMENT	0	0	0	0	0
101-1011-512.61-13	SPECIAL EVENTS	0	0	0	0	0
101-1011-512.61-99	VARIOUS COMMISSION	0	0	0	0	0
101-1011-512.62-10	MEMBERSHIP DUES	39980	38797.88	40180	38997.88	40180
101-1011-512.62-11	SUBSCRIPTIONS	290	258.8	290	192.4	290
101-1011-512.63-10	CHRISTMAS SHARING	0	0	0	0	0
101-1011-512.63-11	DUPAGE CHILDREN CENTER	0	0	0	0	0
101-1011-512.63-12	ADOPT-A-COP	0	0	0	0	0
101-1011-512.63-13	BROOKFIELD ZOO	0	0	0	0	0
101-1011-512.63-14	COMMUNITY HEALTH FAIR	1500	1500	0	0	0
101-1011-512.63-99	OTHER COMM. CONTRIBUTION	9750	7331.9	11250	7960	11250
101-1011-512.69-20	CIVIC ACTIVITIES	4000	3420.3	4000	4388.19	4000
101-1011-512.69-31	VIL.CONCERN & DEV. PROB.	0	0	0	0	0
101-1011-512.69-99	MISCELLANEOUS EXPENSE	0	0	0	0	0
101-1011-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0
101-1012-512.10-10	F-TIME & REG.PART-TIME	10000	10000	10000	10000	10000
101-1012-512.10-99	OVERTIME PAY	0	0	0	0	0
101-1012-512.15-10	FICA-EMPLOYER	620	620	620	620	620
101-1012-512.16-14	TRAVEL FOR MEETING & CONF	0	0	0	0	0
101-1012-512.16-15	TRAINING & SEMINARS	150	0	150	0	150
101-1012-512.16-16	MEDICARE-EMPLOYER	145	145	145	145	145
101-1012-512.21-99	PROFESSIONAL-OTHERS	3500	2129	3500	1163.67	3500
101-1012-512.24-12	PRINTING & BINDING	0	0	0	0	0
101-1012-512.24-14	ADVERTISING	0	0	0	0	0
101-1012-512.31-17	POSTAGE	0	0	0	0	0
101-1012-512.31-99	OFFICE SUPPLIES	50	0	50	3.22	50
101-1012-512.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1012-512.51-11	PAGER	0	0			
101-1012-512.51-12	CELLULAR PHONE	0	0	0	0	0
101-1012-512.60-99	VARIOUS COMMISSION	500	450	500	300	500
101-1012-512.62-10	MEMBERSHIP DUES	335	35	335	50	335

101-1012-512.69-21	RECORDING FEES	0	0	0	0	0
101-1012-512.69-22	LICENSES	0	0	0	0	0
101-1012-512.69-23	PROPERTY TAX	0	0	0	0	0
101-1013-512.16-14	TRAVEL FOR MEETING & CONF	0	255	0	0	0
101-1013-512.16-15	TRAINING & SEMINARS	500	275	300	300	800
101-1013-512.21-11	PROF-LEGAL	0	0	0	0	0
101-1013-512.24-12	PRINTING & BINDING	750	752.4	41	40.45	750
101-1013-512.24-16	RECRUITING	1000	1120.94	5000	4486.8	2000
101-1013-512.24-28	TESTING	4149	4642.46	28607	31342.09	7000
101-1013-512.24-99	OTHER PURCHASE-SERVICES	200	200	0	0	0
101-1013-512.31-99	OFFICE SUPPLIES	100	56.48	100	96.81	100
101-1013-512.35-99	OTHER POLICE GEN.SUPLS.	0	0	0	0	0
101-1013-512.37-10	UNIFORMS	300	0	102	101.5	300
101-1013-512.60-10	POLICE COMMISSION	3000	2539.92	3000	1933.28	3000
101-1013-512.60-99	VARIOUS COMMISSION	0	0	0	0	0
101-1013-512.62-10	MEMBERSHIP DUES	540	540	540	540	540
101-1013-512.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1014-512.15-10	FICA-EMPLOYER	86	81	86	42.78	86
101-1014-512.16-15	TRAINING & SEMINARS	0	0	0	0	0
101-1014-512.16-16	MEDICARE-EMPLOYER	20	18.94	20	10.01	20
101-1014-512.21-99	PROFESSIONAL-OTHERS	0	0	0	0	0
101-1014-512.24-12	PRINTING & BINDING	0	0	0	0	0
101-1014-512.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1014-512.60-11	PLAN COMMISSION	1375	1399.32	1375	703.74	1375
101-1014-512.61-11	PLAN COMMISSION	1200	1770	1200	690	1200
101-1016-512.24-19	ENTERTAINMENT-SPL. EVENTS	7800	8756	8161	8160.62	6800
101-1016-512.24-20	CAR SHOW	1090	500	480	480	600
101-1016-512.37-10	UNIFORMS	0	0	0	0	0
101-1016-512.37-97	COLOR RUN EVENT	0	0	0	0	0
101-1016-512.37-98	CAR SHOW	2897	2878.21	2668	2781.35	3700
101-1016-512.37-99	OPERATING SUPPLIES	4225	3885.74	22225	8840.08	15400
101-1016-512.52-11	RENTALS-EQUIPMENTS	0	0	0	0	0
101-1017-512.24-12	PRINTING & BINDING	225	0	400	0	400
101-1017-512.24-99	OTHER PURCHASE-SERVICES	0	0	0	0	0
101-1017-512.37-99	OPERATING SUPPLIES	1575	1349.84	1400	982.18	1400
101-1017-512.52-11	RENTALS-EQUIPMENTS	0	0	0	0	0
101-1019-441.28-13	SPECIAL EVENT REVENUES	0	0	0	0	0
101-1019-441.28-14	COMMUNITY DIVERSITY COMM.	0	0	0	0	0
101-1019-512.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1022-512.15-10	FICA-EMPLOYER	0	0	0	0	0

101-1022-512.16-15	TRAINING & SEMINARS	0	0	0	0	0
101-1022-512.16-16	MEDICARE-EMPLOYER	0	0	0	0	0
101-1022-512.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1022-512.60-12	APPEARANCE COMMISSION	0	0	0	0	0
101-1110-513.10-10	F-TIME & REG.PART-TIME	370675	370779.3	369063	372943.4	387703
101-1110-513.10-99	OVERTIME PAY	0	0	0	0	0
101-1110-513.15-10	FICA-EMPLOYER	20226	17643.41	22882	19664	24037
101-1110-513.16-14	TRAVEL FOR MEETING & CONF	0	0	0	0	0
101-1110-513.16-15	TRAINING & SEMINARS	2350	2180.25	2500	1908.84	2500
101-1110-513.16-16	MEDICARE-EMPLOYER	5048	4691.51	5352	5233.2	5622
101-1110-513.16-33	EMPLOYEE RECOGNITION	12000	7722.4	17000	11992.56	17000
101-1110-513.24-12	PRINTING & BINDING	100	91.71	100	91.32	100
101-1110-513.31-99	OFFICE SUPPLIES	250	244.24	250	227.91	250
101-1110-513.37-80	GAS & FUEL	1500	944.23	1500	759.04	1500
101-1110-513.37-99	OPERATING SUPPLIES	150	143.32	150	121.52	150
101-1110-513.51-11	PAGER	0	0			
101-1110-513.51-12	CELLULAR PHONE	0	0	0	0	0
101-1110-513.55-60	OTHER OFFICE EQUIPMENT	0	0	0	0	0
101-1110-513.62-10	MEMBERSHIP DUES	2050	1909.01	1800	1771.01	1800
101-1110-513.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1110-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0
101-1111-513.10-10	F-TIME & REG.PART-TIME	130945	123510.3	170644	143879.3	150051
101-1111-513.10-99	OVERTIME PAY	0	0	0	0	0
101-1111-513.15-10	FICA-EMPLOYER	8119	7239.72	10580	8412.87	9303
101-1111-513.16-14	TRAVEL FOR MEETING & CONF	670	0	350	350	350
101-1111-513.16-15	TRAINING & SEMINARS	315	669.98	630	525	630
101-1111-513.16-16	MEDICARE-EMPLOYER	1899	1693.18	2474	1967.59	2176
101-1111-513.16-33	EMPLOYEE RECOGNITION	2875	2850	3550	3550	1950
101-1111-513.24-12	PRINTING & BINDING	3031	3030.89	2750	2029.67	2400
101-1111-513.24-15	EMPLOYEE PHYSICAL EXAM	12250	11496	12500	10154	12000
101-1111-513.24-16	RECRUITING AND TESTING	3500	3389.92	3700	2549.66	4200
101-1111-513.24-99	OTHER PURCHASE-SERVICES	4394	4295.58	4500	2052.79	4500
101-1111-513.31-10	BINDERS & ACCESSORIES	0	0	0	0	0
101-1111-513.31-99	OFFICE SUPPLIES	250	240.84	250	249.87	250
101-1111-513.37-99	OPERATING SUPPLIES	475	415.46	475	239.74	475
101-1111-513.51-12	CELLULAR PHONE	0	0	0	0	0
101-1111-513.62-10	MEMBERSHIP DUES	1080	963	1005	1068	1005
101-1112-513.10-10	F-TIME & REG.PART-TIME	62766	62466.75	70116	70119.98	73077
101-1112-513.10-98	TEMPORARY HELP	0	0	0	0	0
101-1112-513.10-99	OVERTIME PAY	0	0	0	0	0

101-1112-513.15-10	FICA-EMPLOYER	3892	3784.86	4348	4165.7	4531
101-1112-513.16-13	TUITION REIMBURSEMENT	0	0	0	0	0
101-1112-513.16-14	TRAVEL FOR MEETING & CONF	0	0	0	0	0
101-1112-513.16-15	TRAINING & SEMINARS	800	287.86	700	234.86	750
101-1112-513.16-16	MEDICARE-EMPLOYER	910	885.16	1016	974.19	1004
101-1112-513.24-12	PRINTING & BINDING	23763	20894.96	24145	24080.33	24463
101-1112-513.24-32	SOFTWARE SUPPORT & MAINT	1638	1587.17	2975	1992.39	10490
101-1112-513.24-99	OTHER PURCHASE-SERVICES	2200	2081.2	2200	1058.82	2200
101-1112-513.31-17	POSTAGE	15100	14789.21	15140	15155.13	15140
101-1112-513.31-99	OFFICE SUPPLIES	595	561.87	37	36.95	400
101-1112-513.32-14	COMPUTER SOFTWARE	505	504.96	295	295.19	530
101-1112-513.37-99	OPERATING SUPPLIES	200	28.02	196	60.31	200
101-1112-513.39-99	OPERATING EQUIPMENT	800	738.97	1860	1860.17	1870
101-1112-513.51-11	PAGER	0	0	0	0	0
101-1112-513.51-12	CELLULAR PHONE	0	0	0	0	0
101-1112-513.55-60	OTHER OFFICE EQUIPMENT	1000	515.04	1000	439	2501
101-1112-513.62-10	MEMBERSHIP DUES	1423	922.5	510	179	845
101-1112-513.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1116-513.16-15	TRAINING & SEMINARS	0	0	0	0	0
101-1116-513.24-15	EMPLOYEE PHYSICAL EXAM	0	0	0	0	0
101-1116-513.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1116-513.62-10	MEMBERSHIP DUES	0	0	0	0	0
101-1117-513.10-10	F-TIME & REG.PART-TIME	264525	236752.7	259995	262980.8	286200
101-1117-513.10-11	HOLIDAY PAY	0	0	0	0	0
101-1117-513.10-99	OVERTIME PAY	0	0	0	0	100
101-1117-513.15-10	FICA-EMPLOYER	16587	14532.68	16140	16152.27	17740
101-1117-513.15-12	WORKMENS COMPENSATION	0	0	0	0	0
101-1117-513.16-14	TRAVEL FOR MEETING & CONF	100	0	100	50	100
101-1117-513.16-15	TRAINING & SEMINARS	2105	1992.7	2279	1766.52	2279
101-1117-513.16-16	MEDICARE-EMPLOYER	3879	3398.81	4350	3777.54	4145
101-1117-513.24-12	PRINTING & BINDING	5100	4930.23	5550	3373.31	5550
101-1117-513.24-14	ADVERTISING	0	0	0	0	0
101-1117-513.24-32	SOFTWARE SUPPORT & MAINT	1480	1480	1611	1610.61	1790
101-1117-513.24-99	OTHER PURCHASE-SERVICES	800	339.73	5400	3906.7	3700
101-1117-513.31-17	POSTAGE	1125	1139.14	1285	1319.79	1417
101-1117-513.31-99	OFFICE SUPPLIES	1390	761.82	0	80.31	0
101-1117-513.37-10	UNIFORMS	500	407.41	500	539.46	550
101-1117-513.37-80	GAS & FUEL	6000	5664.43	7150	5968.05	7150
101-1117-513.37-81	SALON SUPPLIES	2366	1995.58	2300	1511.39	2300
101-1117-513.37-83	COFFEE SUPPLIES	0	0	0	0	0

101-1117-513.37-99	OPERATING SUPPLIES	10425	10925.12	8425	6883.01	7000
101-1117-513.38-94	OFFICE EQUIPMENT	1610	2620	0	0	0
101-1117-513.39-99	OPERATING EQUIPMENT	1500	1135.89	0	315	0
101-1117-513.51-12	CELLULAR PHONE	0	0	0	0	0
101-1117-513.52-10	LEASES-EQUIPMENTS	4200	4352.94	4200	3208.72	4200
101-1117-513.53-17	EQUIPMENT R&M	2070	1524.93	4820	4027.25	3570
101-1117-513.53-18	SENIOR CENTER	0	0	0	0	7000
101-1117-513.56-13	SENIOR CENTER	3800	706.41	0	0	0
101-1117-513.62-10	MEMBERSHIP DUES	675	682.8	785	538	785
101-1117-513.62-11	SUBSCRIPTIONS	760	745.8	760	779.6	760
101-1117-513.63-99	OTHER COMM. CONTRIBUTION	16500	16500	15000	15000	15000
101-1117-513.69-22	LICENSES	1304	664	1353	1181.68	1353
101-1117-513.69-28	DRY CLEANING	0	0	0	0	0
101-1117-513.69-31	SALON MISCELLANEOUS	500	1244.39	1000	127.87	1000
101-1117-513.69-32	GIFT SHOP EXPENSE	4700	6422.07	5000	2870.38	5000
101-1117-513.69-69	PROMOTIONAL EXP	0	18	0	0	0
101-1117-513.69-78	BANK FISCAL CHARGES	0	0	0	0	0
101-1117-513.69-81	SENIOR UTILITY TAX REBATE	0	0	0	0	0
101-1117-513.69-99	MISCELLANEOUS EXPENSE	0	556	0	0	0
101-1117-513.71-12	ADULT GENERAL PROGRAM	5000	5047.88	6500	5092.45	7000
101-1117-513.72-12	ADULT GENERAL PROGRAM	0	0	0	0	0
101-1117-513.72-41	BEVERAGE PURCHASES	2500	1862.31	3500	3165.75	2900
101-1117-513.72-42	SPECIALTY LINENS PURCH	4650	4704.83	6400	6008.52	7000
101-1117-513.72-43	WAITSTAFF SERVICES PURCH	2200	1522.35	2200	1854.35	2200
101-1117-513.72-44	SENIOR HOLIDAY LUNCHEON	4300	4162	4300	3747.09	4300
101-1117-513.72-45	SENIOR TRIPS EXPENSE	60000	29980.62	58055	20746.37	60000
101-1117-513.72-46	SENIOR HEALTH INS PGM	0	0	0	0	0
101-1117-513.72-47	DONATIONS EXPENSES	0	0	0	0	0
101-1117-513.72-48	SNACKS	400	399.83	400	376.08	400
101-1117-513.72-49	SALON RETAIL EXPENSES	0	0	0	0	0
101-1117-513.72-50	FACILITY SET UP EXPENSE	1000	0	0	0	0
101-1117-513.73-12	ADULT GENERAL PROGRAM	0	0	0	0	0
101-1117-911.81-17	RECREATION EQUIPMENT	0	0	0	0	0
101-1117-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0
101-1117-981.93-1	TRANSFER TO-VEHICLE REP	0	0	0	0	0
101-1118-513.15-10	FICA-EMPLOYER	0	0	0	0	0
101-1118-513.15-11	UNEMPLOYMENT INSURANCE	15000	-3249.95	15000	21614	15000
101-1118-513.15-12	WORKMENS COMPENSATION	0	0	0	0	0
101-1118-513.16-12	MEDICAL-EMPLOYER	2390900	2337627	2597934	2490975	2597934
101-1118-513.16-16	MEDICARE-EMPLOYER	0	0	0	68.54	0

101-1118-513.16-17	EMPLOYER CONT. P.PENSION	2134438	2150465	2374258	2395765	2692498
101-1118-513.16-18	SICK DAYS BUY BACK ONLY	0	286894.7	0	343869.1	0
101-1118-513.16-19	VACATION BUY BACK ONLY	0	0	0	0	0
101-1118-513.16-21	MEDICAL-RETIRED EMPLOYEE	0	0	0	0	0
101-1118-513.16-30	OPT OUT MED INSURANCE	36483	36758.34	24962	27805	33500
101-1118-513.16-31	EMPLOYEE SEVERANCE PAY	0	0	0	0	0
101-1118-513.16-32	HEALTH & WELLNESS PROG.	250	222.07	750	675.88	500
101-1118-513.21-11	PROF-LEGAL	350000	325176.5	370000	277164.7	340000
101-1118-513.21-12	PROSECUTORS	120000	129944.4	140000	105461	130000
101-1118-513.21-13	ADJUDICATOR	12000	5850	11000	8550	9000
101-1118-513.21-14	ENGINEERING	2000	1144.5	1500	163.5	1500
101-1118-513.21-17	LEGISLATIVE LIAISON	42000	42000	42000	42000	42000
101-1118-513.21-99	OTHER PROFESSIONAL	7100	4967.29	120777	119438.7	18500
101-1118-513.24-10	MEDICAL DENTAL INSURANCE	0	0	0	0	0
101-1118-513.24-12	PRINTING & BINDING	3125	2487.15	1625	1488.92	1375
101-1118-513.31-17	POSTAGE	45850	25041.17	49000	38821.07	45800
101-1118-513.31-99	OFFICE SUPPLIES	40336	28118.45	36146	30646.46	35000
101-1118-513.37-98	GREEN INITIATIVE	1300	1028	1300	102.94	1200
101-1118-513.37-99	OPERATING SUPPLIES	11000	9611.37	11000	10532.71	11500
101-1118-513.38-94	OFFICE EQUIPMENT	1000	639.26	500	0	0
101-1118-513.51-10	TELEPHONE	34630	27748.93	59500	53123.23	30300
101-1118-513.51-12	CELLULAR PHONE	28800	27419.3	31300	31533.31	32300
101-1118-513.51-13	ELECTRICITY	22500	18860.41	18500	18409.75	18000
101-1118-513.51-14	NATURAL GAS	5000	1962.54	2500	3659.19	3000
101-1118-513.51-15	WATER	0	0	15000	10344.5	15000
101-1118-513.52-11	RENTALS-EQUIPMENTS	21227	19284.98	17250	15151.19	20800
101-1118-513.55-60	OTHER OFFICE EQUIPMENT	12820	10055.74	16240	9722.8	13640
101-1118-513.56-15	NORTH AVENUE PROPERTY	750	39.18	0	0	0
101-1118-513.69-39	MEMORIAL PARK BRICKS	100	23.9	100	1504.72	100
101-1118-513.69-40	COLLECTION AGENCY FEE	12900	11111.97	4900	620	1000
101-1118-513.69-75	VIPFER-CLEARING	0	0	0	0	
101-1118-513.69-76	VIPFER-EXPENSE	0	0	0	0	
101-1118-513.69-77	INTEREST EXPENSE	0	0	0	0	0
101-1118-513.69-78	BANK FISCAL CHARGES	30000	51651.33	57500	51856.47	58000
101-1118-513.69-81	SENIOR UTILITY TAX REBATE	0	0	0	0	
101-1118-513.69-82	STATE ADMIN. COLLECT.FEE	48000	45202.63	45000	32948.84	47500
101-1118-513.69-90	BAD DEBTS/WRITE OFF	25000	0	100	100	0
101-1118-513.69-99	MISCELLANEOUS EXPENSE	2000	2082.36	3000	1672.39	3000
101-1210-521.10-10	F-TIME & REG.PART TIME	412558	414957.8	506579	428765.6	560927
101-1210-521.10-11	HOLIDAY WORKED PAY	0	0	0	0	0

101-1210-521.10-99	OVERTIME PAY	1000	978.96	1023	1014.28	1500
101-1210-521.15-10	FICA-EMPLOYER	16826	15989.39	17635	16303.59	17782
101-1210-521.16-13	TUITION REIMBURSEMENT	4983	4982.85	3500	1777.05	17006
101-1210-521.16-14	TRAVEL FOR MEETING & CONF	1500	32.5	1750	1839.7	2150
101-1210-521.16-15	TRAINING & SEMINARS	38517	33299.95	40177	37190.9	40977
101-1210-521.16-16	MEDICARE – EMPLOYER	5982	5723.04	7346	5912.49	8133
101-1210-521.16-31	EMPLOYEE-SEVERANCE PAY	0	0	0	0	0
101-1210-521.24-12	PRINTING & BINDING	380	327.45	380	295	380
101-1210-521.24-15	EMPLOYEES PHYSICAL EXAM	0	0	0	0	0
101-1210-521.24-17	POLYGRAPH TEST	320	0	320	0	320
101-1210-521.24-32	SOFTWARE SUPPORT & MAINT	2149	1603	3487	1698.04	4129
101-1210-521.24-99	OTHER PURCHASE-SERVICES	0	0	2000	1250	1480
101-1210-521.32-14	COMPUTER-SOFTWARE	0	0	0	0	0
101-1210-521.35-10	MAJOR CRIME CONTINGENCY	0	0	0	0	0
101-1210-521.35-99	OTHER POLICE GEN.SUPLS.	200	29.61	200	220	200
101-1210-521.37-10	UNIFORMS	45000	42565.61	45000	47528.47	45500
101-1210-521.37-99	OPERATING SUPPLIES	0	0	1135	1134.16	0
101-1210-521.62-10	MEMBERSHIP DUES	4810	4830	5200	4425	4660
101-1210-521.62-11	SUBSCRIPTIONS	295	70	300	70	300
101-1210-521.69-13	ACCREDITATION (CALEA)	8736	8954.2	6245	9798.61	5995
101-1210-521.69-14	MISCELLANEOUS LICENSES	375	326	325	326	330
101-1210-521.69-50	MISC. SAFETY TOWN EXPENSE	0	0	0	0	0
101-1210-521.69-51	MISC. DARE EXPENSE	0	0	0	0	0
101-1210-521.69-79	MISCELLANEOUS EXPENSE	0	20	0	0	0
101-1210-521.69-88	JUVENILE DIVERSION PROG	0	0	0	0	0
101-1210-911.81-10	POLICE DEPARTMENT	0	0	185210	141757.6	146751
101-1210-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0
101-1211-522.10-10	F-TIME & REG.PART TIME	3977998	3926670	4194918	4239898	4126381
101-1211-522.10-11	HOLIDAY WORKED PAY	103397	103396	103795	110796.4	123248
101-1211-522.10-12	PART TIME OFFICER	13000	10115.38	15450	7338.12	15000
101-1211-522.10-13	DETAIL PAY	7000	7020	7000	7090	7000
101-1211-522.10-99	OVERTIME PAY	326712	223321.2	339900	317472.2	351587
101-1211-522.15-10	FICA-EMPLOYER	18264	16178.02	18196	16405.75	18829
101-1211-522.16-16	MEDICARE – EMPLOYER	64970	59318.97	67906	78662.79	68272
101-1211-522.16-31	EMPLOYEE-SEVERANCE PAY	23494	23493.6	123600	122111.5	10393
101-1211-522.35-11	AMMUNITIONS	11853	11852.27	14000	14000	12000
101-1211-522.35-12	TARGETS FOR GUN RANGE	500	344.84	500	270.58	500
101-1211-522.35-13	K-9	3800	2566.13	3800	2360.41	4000
101-1211-522.35-99	OTHER POLICE GEN.SUPPLIES	0	0	0	0	0
101-1211-522.37-84	CAR WASH	2000	1773.52	3000	2179	3000

101-1211-522.37-99	OPERATING SUPPLIES	2600	1404.18	3000	907.92	3000
101-1211-522.39-99	OPERATING EQUIPMENT	3890	3889.99	8466	8466	25690
101-1211-522.53-10	POLICE DEPARTMENT	2500	2292.06	2500	2115.32	2500
101-1211-522.54-10	VEHICLES	0	0	0	0	0
101-1211-911.81-10	POLICE DEPARTMENT	0	0	0	0	0
101-1211-911.82-10	VEHICLES	0	0	0	0	0
101-1212-523.10-10	F-TIME & REG.PART TIME	1187716	1172885	1105041	1118440	1165030
101-1212-523.10-11	HOLIDAY WORKED PAY	20585	2643.03	18837	1092.52	17498
101-1212-523.10-98	TEMPORARY HELP	0	0	0	0	0
101-1212-523.10-99	OVERTIME PAY	115000	107595.2	111525	122372.4	86840
101-1212-523.15-10	FICA-EMPLOYER	3938	3365.32	3938	3435.22	6164
101-1212-523.16-14	TRAVEL, MEETING & CONF.	0	0	0	0	0
101-1212-523.16-16	MEDICARE – EMPLOYER	19435	17782.47	18648	21179.31	19514
101-1212-523.16-31	EMPLOYEE-SEVERANCE PAY	0	0	24720	24314.73	16996
101-1212-523.24-12	PRINTING & BINDING	0	0	0	0	0
101-1212-523.24-99	OTHER PURCHASE-SERVICES	9000	7337.58	9000	7164.28	9000
101-1212-523.35-16	INVESTIGATION-CONTINGENCY	750	750	750	750	750
101-1212-523.35-99	OTHER POLICE GEN.SUPPLIES	4700	4622.45	4700	4648.52	5700
101-1212-523.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1212-523.39-99	OPERATING EQUIPMENT	4500	4450	0	0	0
101-1212-523.52-10	LEASES-EQUIPMENTS	625	408	408	408	408
101-1212-523.62-10	MEMBERSHIP DUES	410	340	770	340	550
101-1212-523.62-11	SUBSCRIPTIONS	816	816	816	816	816
101-1212-523.69-79	TOWING EXPENSE	250	75	775	525	250
101-1212-524.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1212-911.81-10	POLICE DEPARTMENT	0	0	0	0	0
101-1213-524.10-10	F-TIME & REG.PART-TIME	558966	513789.6	572674	529577.1	600983
101-1213-524.10-11	HOLIDAY WORKED PAY	9824	9823.16	12358	3476.32	0
101-1213-524.10-13	CROSSING GUARDS	56433	45465.26	52148	44934.38	55016
101-1213-524.10-98	TEMPORARY HELP	0	0	0	0	0
101-1213-524.10-99	OVERTIME PAY	8725	9652.37	9203	9939.33	5648
101-1213-524.15-10	FICA-EMPLOYER	32245	31576.19	35938	31939.22	31160
101-1213-524.16-14	TRAVEL, MEETING & CONF.	0	0	0	0	0
101-1213-524.16-16	MEDICARE – EMPLOYER	9134	8288.95	9345	8401.84	8440
101-1213-524.16-31	EMPLOYEE-SEVERANCE PAY	0	0	0	0	31680
101-1213-524.24-12	PRINTING & BINDING	9500	9187.7	9500	5775.1	9500
101-1213-524.24-13	PURCH SERVICES	0	0	0	0	0
101-1213-524.24-15	VETERINARY STRAY ANIMALS	0	0	0	0	0
101-1213-524.24-26	COMPUTER DATA ACCESS	53445	40861.03	54683	52403.94	74099
101-1213-524.24-99	OTHER PURCHASED SERVICES	2491	2490.09	0	0	0

101-1213-524.31-99	OFFICE SUPPLIES	1200	1124.85	1200	917.87	1200
101-1213-524.35-15	VETERINARY COST	500	260.75	500	198.5	500
101-1213-524.35-99	OTHER POLICE GEN.SUPPLIES	4300	3808.56	4300	2826.22	4300
101-1213-524.37-80	GAS & FUEL	83000	83778.44	101000	80322.96	91113
101-1213-524.39-99	OPERATING EQUIPMENT	2771	2771	1000	395.21	1000
101-1213-524.51-10	TELEPHONE	360	359.4	360	359.4	360
101-1213-524.51-11	PAGER	0	0	0	0	0
101-1213-524.51-12	CELLULAR PHONE	0	0	0	0	0
101-1213-524.52-10	LEASES-EQUIPMENTS	14475	12900.85	12000	8481.21	12000
101-1213-524.53-10	R&M OPERATING EQUIPMENT	63535	52479.89	60035	54574.48	55238
101-1213-524.62-10	MEMBERSHIP DUES	0	0	0	0	0
101-1213-524.69-24	ANIMAL IMPOUNDMENT	3150	2490.99	1650	1226.99	3150
101-1213-524.69-80	RODENT TRAPPING	1700	1400	3200	3200	2925
101-1213-524.69-81	CONSOLIDATED DISPATCH EXP	524373	524373	524373	349582	553345
101-1213-911.81-10	POLICE DEPARTMENT	0	0	0	0	950
101-1213-911.82-10	VEHICLES	0	0	0	0	0
101-1214-525.35-99	OTHER POLICE GEN.SUPPLIES	14000	14148.2	14000	12027.56	14000
101-1299-521.58-10	PULL TAB TAX	2500	420	2500	420	4000
101-1299-521.58-11	D.U.I.	16250	8329.63	15500	13898.77	3500
101-1299-521.58-12	COURT DRUG FINES	3000	216	3000	216	3000
101-1299-521.58-14	SEX OFFENDER REGIST FUND	3000	0	3000	1820	3000
101-1299-521.58-15	POLICE DEPT BIKE UNIT	0	0			
101-1299-521.58-16	LOCAL LAW ENF. BLCK GRANT	0	0	0	0	0
101-1299-521.58-17	JUVENILE DIVERSION PROG	0	0	0	0	0
101-1299-521.58-18	G.R.E.A.T. PROGRAM	0	0			
101-1299-521.58-19	LOCAL MISC. DONATION	0	0			
101-1299-521.58-20	STATE TOBACCO GRANTS	5000	386.93	5000	0	5000
101-1299-521.58-21	RANGE FACILITY	0	0			
101-1299-521.58-22	SUPERVISION FINES	15000	10791.66	15000	3788.1	15000
101-1299-521.58-23	ELECTRONIC CITATION FEES	2000	0	2000	0	2000
101-1299-521.58-24	FORFEITED FUNDS PD MONEY	0	0	0	0	0
101-1299-521.58-25	EVIDENCE SEIZED CASH	0	10790	0	310	0
101-1299-521.58-26	STATE FORFEITURES FUND	0	18250	0	1995	0
101-1299-521.58-27	FEDERAL FORFEITURE FUND	0	144.49	13140	23360	0
101-1299-521.58-28	DARE ACCOUNT	0	0	0	98.8	0
101-1299-521.58-60	COMMUNITY ORIENTED POLICE	0	9331.95	3000	10494.61	12950
101-1299-521.58-61	GUN RANGE	0	5365	6000	0	6000
101-1299-521.69-50	MISC. SAFETY TOWN EXPENSE	3000	0	3000	0	0
101-1310-514.10-10	F-TIME & REG.PART TIME	361423	362809.9	419671	420337.6	438523
101-1310-514.10-99	OVERTIME PAY	0	0	0	0	0

101-1310-514.15-10	FICA-EMPLOYER	21449	21658.52	26021	24966.96	27188
101-1310-514.16-14	TRAVEL FOR MEETING & CONF	150	0	150	0	150
101-1310-514.16-15	TRAINING & SEMINARS	850	515	850	705	850
101-1310-514.16-16	MEDICARE-EMPLOYER	5272	5127.92	6085	5930.36	6359
101-1310-514.16-31	EMPLOYEE SEVERANCE PAY	0	0	0	0	0
101-1310-514.21-10	AUDITING	34080	33955	37355	37355	35400
101-1310-514.21-99	OTHER PROFESSIONAL	11000	3425	14000	6475.55	7000
101-1310-514.24-12	PRINTING & BINDING	2900	2770.99	3400	2623.06	3600
101-1310-514.24-32	SOFTWARE SUPPORT & MAINT	0	0	0	0	0
101-1310-514.31-13	MAILING SUPPLIES	0	0			
101-1310-514.31-99	OFFICE SUPPLIES	1475	524.74	2925	913.79	1900
101-1310-514.32-14	COMPUTER SOFTWARE	0	0	0	0	0
101-1310-514.38-10	CALCULATORS	0	0			
101-1310-514.38-99	OFFICE EQUIPMENT	0	0	0	0	0
101-1310-514.51-11	PAGER	0	0			
101-1310-514.51-12	CELLULAR PHONE	0	0	0	0	0
101-1310-514.55-60	OFFICE EQUIPMENT R & M	0	0	0	0	0
101-1310-514.62-10	MEMBERSHIP DUES	650	650	650	650	650
101-1310-514.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1310-514.69-99	MISCELLANEOUS EXPENSE	0	0	0	0	0
101-1310-515.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1310-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0
101-1410-515.10-10	F-TIME & REG.PART TIME	477472	485947.7	488215	514046.3	591146
101-1410-515.10-98	TEMPORARY HELP	5435	5434.71	6330	4770.39	7000
101-1410-515.10-99	OVERTIME PAY	100	108.44	102	6.14	100
101-1410-515.15-10	FICA-EMPLOYER	29844	29035.73	31990	30565.22	36437
101-1410-515.16-14	TRAVEL FOR MEETING & CONF	100	0	100	0	100
101-1410-515.16-15	TRAINING & SEMINARS	660	590	660	80	660
101-1410-515.16-16	MEDICARE – EMPLOYER	7079	6872.49	7480	7256.76	8727
101-1410-515.16-31	EMPLOYEE SEVERANCE PAY	0	0	0	0	0
101-1410-515.24-12	PRINTING & BINDING	7350	4770.98	4500	3653.38	6000
101-1410-515.24-13	PUBLICATIONS	100	843.96	600	600	0
101-1410-515.24-99	OTHER PURCHASE-SERVICES	43305	37582.24	44083	10153.66	33000
101-1410-515.31-10	BINDERS & ACCESSORIES	0	0	0	0	0
101-1410-515.31-12	FILING SUPPLIES	0	0	0	0	0
101-1410-515.31-17	POSTAGE	0	0	0	0	0
101-1410-515.31-99	OFFICE SUPPLIES	922	922.59	1300	1331.19	1500
101-1410-515.32-10	COMPUTERS AND ACCESSORIES	0	0	0	0	0
101-1410-515.32-14	SOFTWARE	240	0	0	0	0
101-1410-515.37-10	UNIFORMS/PPE	450	410.5	450	301	450

101-1410-515.37-99	OPERATING SUPPLIES	925	998.83	900	682.52	1000
101-1410-515.39-93	OFFICE EQUIPMENT	3890	3890.01	0	0	0
101-1410-515.39-94	COMPUTER EQUIPMENT	2033	1982.95	0	0	0
101-1410-515.39-99	OPERATING EQUIPMENT	0	0	0	0	0
101-1410-515.51-10	TELEPHONE	5700	5165.03	0	0	0
101-1410-515.51-11	PAGER	0	0	0	0	0
101-1410-515.51-12	CELLULAR PHONE	0	0	0	0	0
101-1410-515.52-10	LEASES-EQUIPMENTS	4053	4197.89	6000	4079.92	4500
101-1410-515.55-32	TYPEWRITERS	0	0	0	0	0
101-1410-515.55-60	R&M OFFICE EQUIPMENT	0	0	0	0	0
101-1410-515.62-10	MEMBERSHIP DUES	750	698	750	698	750
101-1410-515.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1410-911.82-10	VEHICLES	0	0	0	0	0
101-1410-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0
101-1411-515.10-10	F-TIME & REG.PART TIME	0	0	0	0	0
101-1411-515.10-99	OVERTIME PAY	0	0	0	0	0
101-1411-515.15-10	FICA-EMPLOYER	0	0	0	0	0
101-1411-515.16-14	TRAVEL FOR MEETING & CONF	0	0	0	0	0
101-1411-515.16-15	TRAINING & SEMINARS	0	0	0	0	0
101-1411-515.16-16	MEDICARE – EMPLOYER	0	0	0	0	0
101-1411-515.21-14	ENGINEERING	0	0	0	0	0
101-1411-515.24-12	PRINTING & BINDING	0	0	0	0	0
101-1411-515.31-99	OFFICE SUPPLIES	0	0	0	0	0
101-1411-515.37-10	UNIFORMS/PPE	0	0	0	0	0
101-1411-515.37-80	GAS & FUEL	0	0	0	0	0
101-1411-515.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1411-515.51-10	TELEPHONE	0	0	0	0	0
101-1411-515.62-10	MEMBERSHIP DUES	0	0	0	0	0
101-1411-515.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1412-515.10-10	F-TIME & REG.PART TIME	406440	395975.3	427412	409760.9	465236
101-1412-515.10-98	TEMPORARY HELP	0	0	0	0	0
101-1412-515.10-99	OVERTIME PAY	0	0	102	0	1000
101-1412-515.15-10	FICA-EMPLOYER	25199	23875.76	26499	24673.53	28845
101-1412-515.16-13	TUITION REIMBURSEMENT	0	0	0	0	0
101-1412-515.16-14	TRAVEL FOR MEETING & CONF	200	0	100	5	100
101-1412-515.16-15	TRAINING & SEMINARS	6411	6410.5	5000	5275	5500
101-1412-515.16-16	MEDICARE – EMPLOYER	5893	5583.93	6197	5770.31	6746
101-1412-515.16-31	EMPLOYEE SEVERANCE PAY	0	0	0	0	0
101-1412-515.21-16	PLUMBING INSPECTOR	0	0	0	0	0
101-1412-515.24-12	PRINTING & BINDING	0	0	0	0	0

101-1412-515.24-99	OTHER PURCHASE-SERVICES	26338	17149.29	32500	23677.77	32500
101-1412-515.31-99	OFFICE SUPPLIES	0	0	0	0	0
101-1412-515.37-10	UNIFORMS/PPE	1350	1328.61	1350	1300.8	1350
101-1412-515.37-80	GAS & FUEL	4860	4782.22	6100	4426.68	6100
101-1412-515.37-99	OPERATING SUPPLIES	603	602.08	1223	1222.33	600
101-1412-515.39-99	OPERATING EQUIPMENT	800	533.32	800	530.01	800
101-1412-515.55-60	R&M OFFICE EQUIPMENT	0	0	0	0	0
101-1412-515.55-61	R&M OPERATING EQUIPMENT	1000	310	377	85	5000
101-1412-515.62-10	MEMBERSHIP DUES	475	460	575	410	575
101-1412-515.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1510-515.10-10	F-TIME & REG.PART TIME	47491	48921.89	91963	91967.97	103997
101-1510-515.15-10	FICA-EMPLOYER	2944	2927.8	5701	5442.53	6783
101-1510-515.16-14	TRAVEL FOR MEETING & CONF	300	0	300	0	200
101-1510-515.16-15	TRAINING & SEMINARS	1000	781	1100	640.56	800
101-1510-515.16-16	MEDICARE – EMPLOYER	689	684.76	1333	1272.86	1586
101-1510-515.16-20	LICENSES & CERTIFICATIONS	100	61.41	100	0	100
101-1510-515.21-14	ENGINEERING	3000	2642.64	3000	0	2500
101-1510-515.24-12	PRINTING & BINDING	0	0	0	0	0
101-1510-515.24-32	SOFTWARE SUPPORT/MAINT	500	397.15	429	428.75	400
101-1510-515.24-99	OTHER PURCHASE-SERVICES	0	0	0	0	0
101-1510-515.31-99	OFFICE SUPPLIES	350	200.33	250	39.99	250
101-1510-515.37-10	UNIFORMS/PPE	200	25.22	200	24.5	150
101-1510-515.37-80	GAS & FUEL	500	309.39	500	303.03	500
101-1510-515.37-99	OPERATING SUPPLIES	300	0	300	298.95	200
101-1510-515.51-10	TELEPHONE	0	0	0	0	0
101-1510-515.51-12	CELLULAR PHONE	0	0	0	0	0
101-1510-515.62-10	MEMBERSHIP DUES	935	796	935	632	985
101-1510-515.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1510-531.10-10	F-TIME & REG.PART-TIME	161682	156643.1	105928	105918.9	107985
101-1510-531.10-98	TEMPORARY HELP	0	0	0	0	0
101-1510-531.15-10	FICA-EMPLOYER	10024	8861.25	6568	5876.43	6695
101-1510-531.16-14	TRAVEL FOR MEETING & CONF	600	506.6	500	322.15	300
101-1510-531.16-15	TRAINING & SEMINARS	250	0	250	33.32	0
101-1510-531.16-16	MEDICARE – EMPLOYER	2381	2173.01	1536	1489.93	1566
101-1510-531.16-31	EMPLOYEE SEVERANCE PAY	0	0	0	0	0
101-1510-531.22-99	OTHER EQUIPMENT	0	813.7	2000	0	0
101-1510-531.23-13	BURGLAR ALARM SYSTEM	0	0	0	0	0
101-1510-531.24-12	PRINTING & BINDING	475	0	100	0	100
101-1510-531.24-13	SIDEWALKS	0	0	0	0	0
101-1510-531.24-20	MOSQUITO & RODENT CONTROL	0	0	0	0	0

101-1510-531.24-99	OTHER PURCHASED SERVICES	0	0	0	0	0
101-1510-531.31-99	OFFICE SUPPLIES	350	273.58	300	235.6	300
101-1510-531.37-10	UNIFORMS	300	38	300	0	150
101-1510-531.37-14	RECYCLING SUPPLIES	0	0	0	0	0
101-1510-531.37-80	GAS & FUEL	1000	1303.97	1500	850.75	1300
101-1510-531.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1510-531.39-93	OFFICE EQUIPMENT	0	0	0	0	0
101-1510-531.51-10	TELEPHONE	0	0	0	0	0
101-1510-531.51-11	PAGER	0	0	0	0	0
101-1510-531.51-12	CELLULAR PHONE	0	0	0	0	0
101-1510-531.51-14	NATURAL GAS	0	1686.14	0	2572.22	0
101-1510-531.52-10	LEASES-EQUIPMENTS	2785	2319.28	2785	2097.06	2500
101-1510-531.56-14	R&M PW BUILDINGS	200	0	200	90.5	200
101-1510-531.57-20	R&M OPERATING EQUIPMENT	2000	399.98	500	0	2000
101-1510-531.62-10	MEMBERSHIP DUES	500	196	500	327	500
101-1510-531.69-79	MISCELLANEOUS EXPENSE	0	0	0	0	0
101-1510-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0
101-1510-911.85-14	PUBLIC WORKS FACILITIES	0	40800			
101-1511-532.10-10	F-TIME & REG.PART-TIME	1013652	1009441	1082168	1053241	1098555
101-1511-532.10-98	TEMPORARY HELP	15000	13615	6544	6355	16400
101-1511-532.10-99	OVERTIME PAY	40000	62932.18	40900	73082.01	50000
101-1511-532.15-10	FICA-EMPLOYER	65594	65360.5	71315	69226.77	72227
101-1511-532.16-14	TRAVEL FOR MEETING & CONF	0	0	0	0	0
101-1511-532.16-15	TRAINING & SEMINARS	5600	5166	4600	4373.5	4700
101-1511-532.16-16	MEDICARE – EMPLOYER	15495	15285.81	16691	16190.23	16892
101-1511-532.16-31	EMPLOYEE SEVERANCE PAY	0	0	21475	21025.33	0
101-1511-532.21-14	ENGINEERING	1000	0	31000	16097	1000
101-1511-532.23-10	DEBRIS REMOVAL	40000	18870.87	35000	19061.76	90000
101-1511-532.23-14	CURB-CUT PROGRAM	5000	4700	6000	4940	5000
101-1511-532.23-99	OTHER PROPERTY SERVICES	42000	41932	44000	31449	42750
101-1511-532.24-12	PRINTING & BINDING	0	0	0	0	0
101-1511-532.24-13	CONTRACTUAL SERVICES	120682	104006	8827	3202.5	2400
101-1511-532.31-99	OFFICE SUPPLIES	700	176.68	700	63.7	500
101-1511-532.34-13	LANDSCAPING SUPPLIES	2500	2127.11	2500	2463.49	2500
101-1511-532.37-10	UNIFORMS/PPE	5000	4096.89	5000	3840.47	5000
101-1511-532.37-11	CHEMICALS	100	0	100	0	100
101-1511-532.37-80	GAS & FUEL	35000	38990.14	35000	44735.83	35000
101-1511-532.37-99	OPERATING SUPPLIES	3500	3145.25	3000	2869.16	3000
101-1511-532.39-14	STREET LIGHTS	0	3625.42	0	0	0
101-1511-532.51-11	PAGER	0	0	0	0	0

101-1511-532.51-12	CELLULAR PHONE	360	270	420	330	420
101-1511-532.51-13	ELECTRICITY	80000	66726.38	70000	34807.99	60000
101-1511-532.52-11	RENTALS-EQUIPMENTS	5500	3392.68	4000	2950.96	5500
101-1511-532.53-13	PUBLIC WORKS-STREET DIV.	6500	2941.8	6500	3698.49	6500
101-1511-532.57-13	STREETS	0	0	0	0	0
101-1511-532.57-14	STREET SIGNS/LIGHTS MAINT	58000	50240.58	40000	31206.82	40000
101-1511-532.57-15	STREET MAINT. & REPAIRS	68494	41914.01	46500	32879.87	45000
101-1511-532.57-16	GROUNDS MAINTENANCE	0	0	0	0	0
101-1511-532.57-17	STORMWATER MAINTENANCE	0	0	0	0	0
101-1511-911.81-13	PUBLIC WORKS-STREETS	110660	0	369361	39542	217000
101-1511-911.82-10	VEHICLES	0	0	0	0	0
101-1515-533.10-10	F-TIME & REG.PART-TIME	205473	204917	238783	231066	254639
101-1515-533.10-98	TEMPORARY HELP	0	0	0	0	0
101-1515-533.10-99	OVERTIME PAY	3000	2995.33	3068	3763.08	3000
101-1515-533.15-10	FICA-EMPLOYER	12956	12302.69	15005	13917.41	13714
101-1515-533.16-15	TRAINING & SEMINARS	800	800	2800	2475.95	2800
101-1515-533.16-16	MEDICARE – EMPLOYER	3030	2877.27	3507	3254.86	3207
101-1515-533.16-31	EMPLOYEE SEVERANCE PAY	0	0	0	0	11506
101-1515-533.23-10	DEBRIS REMOVAL	2000	2000	2500	0	2500
101-1515-533.24-12	PRINTING & BINDING	100	0	0	0	0
101-1515-533.24-32	SOFTWARE SUPPORT & MAINT	19150	18746.5	5800	3139.62	4350
101-1515-533.31-99	OFFICE SUPPLIES	100	101.46	100	38.2	100
101-1515-533.37-10	UNIFORMS	800	717.95	800	790.3	1000
101-1515-533.37-11	CHEMICALS	1000	998.92	1000	711.13	1000
101-1515-533.37-71	SENIOR CENTER	500	148.38	500	491.85	500
101-1515-533.37-72	REPAIR SUPPLIES POLICE	20000	18200.49	20000	17485.39	20000
101-1515-533.37-73	REPAIR SUPPLIES-P/R/F	22000	21856.45	28000	21712.15	28000
101-1515-533.37-74	REPAIR SUPPLIES STREETS	40000	37889.02	48500	48070.44	44000
101-1515-533.37-75	REPAIR SUPPLIES FLEETS	400	843.72	400	311.54	400
101-1515-533.37-76	REPAIR SUPPLIES ESDA	1000	672.11	500	273.44	600
101-1515-533.37-77	REPAIR SUPPLIES COM DEV	1500	1228.73	1500	1387.4	2000
101-1515-533.37-78	REPAIR SUPPLIES ADMIN	750	406.82	750	94.13	500
101-1515-533.37-79	REPAIR SUPPLIES PS ADMIN	500	493	500	36.99	500
101-1515-533.37-80	GAS & FUEL	200	217.05	350	417.78	400
101-1515-533.37-98	MISC. INVENTORY SUPPLIES	4000	3234.56	4000	2913.22	3500
101-1515-533.37-99	OPERATING SUPPLIES	6000	5538.73	6500	4745.16	6500
101-1515-533.39-12	FLEET MAINTENANCE	1500	510	1500	1113.68	1000
101-1515-533.39-93	OFFICE EQUIPMENT	1400	566.48	573	573.1	200
101-1515-533.39-99	OPERATING EQUIPMENT	0	0	0	0	0
101-1515-533.51-10	TELEPHONE	0	0	0	0	0

101-1515-533.51-11	PAGER	0	0	0	0	0
101-1515-533.51-12	CELLULAR PHONE	0	0	0	0	0
101-1515-533.52-10	LEASES-EQUIPMENTS	1000	978.27	1200	1270.28	1400
101-1515-533.53-12	PUBLIC WORKS-FLEET MAINT	1500	1484	1500	1435	1500
101-1515-533.56-14	PUBLIC WORKS FACILITIES	0	0	0	0	0
101-1515-533.62-10	MEMBERSHIP DUES	400	30	200	30	200
101-1616-534.10-10	F-TIME & REG.PART TIME	1016867	1002318	1007856	1007019	1058503
101-1616-534.10-98	TEMPORARY HELP	26000	23570.4	22495	16974.26	22000
101-1616-534.10-99	OVERTIME PAY	20000	20739.55	20450	24808.96	22500
101-1616-534.15-10	FICA-EMPLOYER	65898	62442.43	65361	62103.15	68293
101-1616-534.16-14	TRAVEL FOR MEETING & CONF	0	0	100	0	100
101-1616-534.16-15	TRAINING & SEMINARS	700	525	935	740.99	1240
101-1616-534.16-16	MEDICARE-EMPLOYER	15412	14603.58	15296	14524.28	15972
101-1616-534.16-20	LICENSES & CERTIFICATIONS	2973	2968.57	1220	809	1550
101-1616-534.16-31	EMPLOYEE SEVERANCE PAY	0	0	0	0	0
101-1616-534.23-10	DEBRIS REMOVAL	1740	0	3500	699.33	2500
101-1616-534.23-15	ADOPT A STREET PROGRAM	25	0	25	0	25
101-1616-534.24-32	SOFTWARE SUPPORT & MAINT	3300	3300	3400	3400	3500
101-1616-534.24-99	OTHER PURCHASE-SERVICES	1395	1395	0	0	0
101-1616-534.31-99	OFFICE SUPPLIES	250	228.02	250	60.13	250
101-1616-534.32-14	COMPUTER SOFTWARE	0	0	0	0	0
101-1616-534.34-10	TOPDRESSING SOIL	2000	2235.14	3500	2177.33	3500
101-1616-534.34-11	GRAVEL AND SAND	500	77.7	1000	1408.77	1000
101-1616-534.34-13	LANDSCAPING SUPPLIES	9500	8423.11	11000	6518.06	11000
101-1616-534.34-14	FERTILIZER	7870	7854.34	7500	7425.23	7500
101-1616-534.37-10	UNIFORMS	5500	4862.02	5750	3289.56	6075
101-1616-534.37-80	GAS & FUEL	30000	30655.08	33000	30079.72	33000
101-1616-534.37-99	OPERATING SUPPLIES	21550	21841.45	28200	27037	27900
101-1616-534.38-14	PARKS & GROUNDS EQUIPMENT	7500	7065.98	7000	3297.32	15900
101-1616-534.39-10	OPERATING EQUIPMENT	5200	12704.7	5050	4678.66	7800
101-1616-534.51-11	PAGER	0	0	0	0	0
101-1616-534.51-12	CELLULAR PHONE	0	0	0	0	0
101-1616-534.51-13	ELECTRICITY	30000	24107.95	28000	24753.7	28000
101-1616-534.52-10	LEASES-EQUIPMENTS	720	743.33	720	767.45	950
101-1616-534.52-11	RENTALS-EQUIPMENTS	7000	5391.02	7000	6465.03	7000
101-1616-534.53-16	R&M OPERATING EQUIPMENT	500	445.51	500	460.86	500
101-1616-534.53-17	R&M PARKS & GROUND OP EQP	8429	7823.49	4100	3917.46	3800
101-1616-534.57-17	R&M PARKS & GROUNDS	68377	56268.02	72840	58434.02	68600
101-1616-534.62-10	MEMBERSHIP DUES	390	790	810	280	810
101-1616-537.10-10	F-TIME & REG.PART-TIME	0	0	0	0	0

101-1616-537.15-10	FICA-EMPLOYER	0	0	0	0	0
101-1616-537.16-16	MEDICARE-EMPLOYER	0	0	0	0	0
101-1616-537.24-98	TREE REMOVAL/REPLACEMENT	180000	175385	63600	45629.98	56500
101-1616-537.24-99	OTHER PURCHASE-SERVICES	950	720	950	720	750
101-1616-537.37-10	UNIFORMS PPE	750	352.35	500	422.8	600
101-1616-537.39-10	PARKS & GROUNDS TOOLS	5500	5350.86	500	475.08	2100
101-1616-537.53-16	PARKS & GROUNDS EQUIPMENT	0	0	0	0	0
101-1616-537.62-10	MEMBERSHIP DUES	700	619.57	700	523.45	700
101-1616-537.87-14	PARKS AND GROUNDS	0	0	0	0	0
101-1616-911.81-16	PARKS & GROUND EQUIPMENT	0	0	0	0	0
101-1616-911.82-10	VEHICLES	11030	3440	0	0	0
101-1616-911.82-12	PARKS & GROUNDS EQUIP.	3440	3440	35160	35160	27250
101-1616-911.87-14	PARKS AND GROUNDS	0	0	15000	9500	0
101-1617-511.10-10	F-TIME & REG.PART-TIME	727501	734906.8	679982	669425.5	702815
101-1617-511.10-98	TEMPORARY HELP	0	0	0	0	0
101-1617-511.10-99	OVERTIME PAY	6000	5208.66	6135	4669.33	6000
101-1617-511.15-10	FICA-EMPLOYER	45477	43665.49	42167	39842.91	43992
101-1617-511.16-14	TRAVEL FOR MEETING & CONF	100	0	100	0	100
101-1617-511.16-15	TRAINING & SEMINARS	250	100	2000	560	500
101-1617-511.16-16	MEDICARE-EMPLOYER	10646	10212.26	9862	9318.44	10288
101-1617-511.16-31	EMPLOYEE SEVERANCE PAY	0	0	0	0	0
101-1617-511.24-12	PRINTING & BINDING	50	0	50	0	50
101-1617-511.24-99	OTHER PURCHASE-SERVICES	40080	41040.44	71120	56073.24	76620
101-1617-511.31-99	OFFICE SUPPLIES	200	188.45	200	103.82	200
101-1617-511.33-10	JANITORIAL SUPPLIES	20000	20073.79	20000	15698.94	20000
101-1617-511.33-12	ELECTRICAL SUPPLIES	7250	7220.23	7250	6352.61	7250
101-1617-511.33-13	HARDWARE SUPPLIES	5100	4662.77	3800	3355.5	3800
101-1617-511.33-15	PLUMBING SUPPLIES	2000	1745.58	2000	1460.46	2000
101-1617-511.33-16	LUMBER SUPPLIES	650	624.79	500	366.6	500
101-1617-511.33-18	CHEMICALS	0	0	0	0	0
101-1617-511.33-99	OTHER BLDG. MAINT. SUPPLY	700	433.81	700	386.89	700
101-1617-511.37-10	UNIFORMS	3000	2769.56	3385	2274.6	3450
101-1617-511.37-80	GAS & FUEL	6000	6660.92	8000	7100.87	8000
101-1617-511.37-99	OPERATING SUPPLIES	6000	5299.62	8000	7224.91	18600
101-1617-511.39-11	BLDG. MAINTENANCE TOOLS	2850	2611.66	2700	1848.39	1800
101-1617-511.39-93	OFFICE EQUIPMENT	0	0	0	0	0
101-1617-511.51-11	PAGER	0	0	0	0	0
101-1617-511.51-12	CELLULAR PHONE	0	0	0	0	0
101-1617-511.52-11	RENTALS-EQUIPMENTS	200	66	1200	532.18	600
101-1617-511.56-12	R&M BUILDINGS & EQUIPMENT	134110	50351.83	187648	66601.45	98800

101-1810-517.10-10	F-TIME & REG.PART-TIME	307989	308066.1	330011	322030.4	236692
101-1810-517.10-98	TEMPORARY HELP	3308	3307.5	3331	3975.34	3500
101-1810-517.10-99	OVERTIME PAY	1000	13.5	511	170.31	0
101-1810-517.15-10	FICA-EMPLOYER	19312	18225.22	20651	19156.16	14675
101-1810-517.16-14	TRAVEL FOR MEETING & CONF	100	0	100	0	100
101-1810-517.16-15	TRAINING & SEMINARS	250	0	250	30	750
101-1810-517.16-16	MEDICARE-EMPLOYER	4534	4262.56	4829	4480.21	3432
101-1810-517.21-99	PROFESSIONAL-OTHERS	1495	1795	1495	2490	1495
101-1810-517.24-12	PRINTING & BINDING	11275	10995.72	12200	12045.86	12250
101-1810-517.24-14	ADVERTISING	3500	3719.33	3500	2953.12	4000
101-1810-517.31-17	POSTAGE	0	0	0	0	0
101-1810-517.31-99	OFFICE SUPPLIES	250	114.66	250	85.62	350
101-1810-517.37-99	OPERATING SUPPLIES	8500	6959.5	8875	6602.08	6375
101-1810-517.51-11	PAGER	0	0	0	0	0
101-1810-517.51-12	CELLULAR PHONE	0	0	0	0	0
101-1810-517.55-60	OTHER OFFICE EQUIPMENT	0	0	0	0	0
101-1810-517.60-99	VARIOUS COMMISSION	0	0	0	0	0
101-1810-517.62-10	MEMBERSHIP DUES	415	408	420	403	420
101-1810-517.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1810-517.69-21	RECORDING FEES	1250	576.5	1950	1638	1250
101-1810-517.69-22	LICENSES	1500	1361.22	1500	824.69	1500
101-1810-517.69-23	PROPERTY TAX	0	0	0	0	0
101-1811-517.10-10	F-TIME & REG.PART-TIME	136211	137802.9	159119	145029.2	149141
101-1811-517.10-98	TEMPORARY HELP	0	0	0	0	0
101-1811-517.10-99	OVERTIME PAY	1000	1594.24	1534	1964.3	1500
101-1811-517.15-10	FICA-EMPLOYER	8507	8441.89	9930	8898.93	9340
101-1811-517.16-13	TUITION REIMBURSEMENT	0	0	0	0	0
101-1811-517.16-14	TRAVEL FOR MEETING & CONF	100	0	100	0	100
101-1811-517.16-15	TRAINING & SEMINARS	17960	10271.48	3500	8331.39	2550
101-1811-517.16-16	MEDICARE-EMPLOYER	190	1974.39	2322	2081.2	2184
101-1811-517.21-15	NETWORK-CONSULTING	142880	141781	145214	147879.4	146955
101-1811-517.22-10	COMPUTER EQUIPMENTS	775	771.48	0	0	2800
101-1811-517.24-12	PRINTING & BINDING	50	0	50	0	50
101-1811-517.24-31	HTE ANNUAL SERV.CONTRACT	48240	48240	48240	48240	50650
101-1811-517.24-32	SOFTWARE SUPPORT & MAINT	34620	28059.65	44360	54569.48	55450
101-1811-517.24-99	OTHER PURCHASE-SERVICES	0	0	0	0	0
101-1811-517.31-17	POSTAGE	0	0	0	0	0
101-1811-517.31-99	OFFICE SUPPLIES	100	24.83	100	0	100
101-1811-517.32-13	COMPUTER SPECIALIZED SUPL	1750	1501.14	1250	635.9	1000
101-1811-517.32-14	COMPUTER SOFTWARE	38530	9390.26	50447	32090.23	20863

101-1811-517.32-15	COMPUTER EQUIPMENT	45900	44343.1	24300	21028.19	37320
101-1811-517.32-99	OTHER COMPUTER SUPPLIES	0	0	0	0	0
101-1811-517.51-10	TELEPHONE	40993	37558.98	53690	50751.2	41830
101-1811-517.51-11	PAGER	0	0	0	0	0
101-1811-517.51-12	CELLULAR PHONE	0	0	0	0	0
101-1811-517.55-30	OTHER COMPUTER EQUIPMENT	1500	1129.82	2700	966.49	1000
101-1811-517.62-10	MEMBERSHIP DUES	0	0	0	0	0
101-1811-517.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1811-517.83-13	P.C. HARDWARE	0	0	0	0	0
101-1811-517.83-15	SOFTWARES	30000	0	23700	4000	0
101-1811-517.83-30	OTHER COMPUTER EQUIPMENT	32500	28576.77	0	0	0
101-1811-517.84-99	OTHER FURNITURE & FIXTURE	0	0	0	0	0

Revenue Summary by Fund

Other Funds

FUND TYPE/FUND	2016/17 ACTUAL	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET	% DIFFERENCE
Special Revenue Funds	10,250,134	12,926,891	10,399,140	11,487,820	13,123,604	14.24%
Golf Fund	0	0	0	653,400	1,558,950	138.59%
Recreation Fund	2,402,741	2,360,326	2,341,198	2,325,625	2,315,400	-0.44%
Emergency Services & Disaster Agency Fund	51,815	51,020	51,958	51,020	51,000	-0.04%
Handicapped Recreation Fund	169,625	168,000	169,590	150,000	150,000	0.00%
Motor Fuel Tax Fund	901,664	909,956	849,112	897,356	922,594	2.81%
Founders' Day Fund	425,007	431,128	431,498	437,800	464,077	6.00%
Parks & Recreation Development Fund	44,363	45,984	46,137	47,823	59,736	24.91%
Historical Building Fund	0	60	0	6,050	0	-100.00%
Article 36 Fund	26,721	23,505	5,520	23,505	23,405	-0.43%
I.M.R.F. Fund	958,304	950,100	966,365	900,100	950,000	5.54%
Infrastructure Fund	3,091,958	2,675,700	2,359,874	3,142,000	3,762,250	19.74%
T.I.F. #1 Fund	1,120,500	4,158,216	1,925,509	1,710,000	1,710,000	0.00%
T.I.F. #2 Fund	0	665	0	650	650	0.00%
T.I.F. #3 Fund	689,551	687,200	757,840	715,000	715,000	0.00%
T.I.F. #4 Fund	0	650	26,929	27,000	27,000	0.00%
T.I.F. #5 Fund	6,003	6,000	9,512	10,000	10,000	0.00%
T.I.F. #6 Fund	0	0	0	0	0	0.00%
Special Service Area #1 Fund	12,261	11,842	11,559	12,564	13,129	4.50%
Special Service Area #2 Fund	131,082	192,403	192,403	140,045	144,057	2.86%
Special Service Area #3 Fund	97,657	128,129	128,129	106,038	108,579	2.40%
Special Service Area #4 Fund	20,793	21,580	21,580	22,897	23,927	4.50%
Special Service Area #5 Fund	27,062	28,151	28,151	29,304	30,623	4.50%
Special Service Area #6 Fund	29,750	29,888	29,888	31,701	33,127	4.50%
Special Service Area #7 Fund	14,716	15,782	15,782	16,672	17,423	4.50%
Special Service Area #8 Fund	28,561	30,606	30,606	31,270	32,677	4.50%
Capital Projects Funds	1,122,357	1,282,878	1,309,561	188,280	1,270,257	574.66%
Vehicle Replacement Fund	361,836	709,963	761,796	14,000	0	-100.00%
Computer Replacement Fund	41,845	18,515	18,365	41,280	33,212	-19.54%
Capital Projects Fund	672,298	554,400	529,400	133,000	1,237,045	830.11%
Golf Cart Replacement Fund	0	0	0	0	0	0.00%

Recreation Equipment Replacement Fund	0	0	0	0	0	0.00%
GOB Series 2010 Fund	46,378	0	0	0	0	0.00%
Debt Service Fund	5,179,388	5,077,855	5,160,590	5,095,082	4,471,485	-12.24%
Insurance Fund	508,663	850,000	853,167	1,100,000	722,286	-34.34%
Enterprise Funds	13,948,645	13,552,449	13,239,849	12,527,821	16,082,949	28.38%
Environmental Services Fund	12,367,624	11,650,989	11,722,898	11,573,321	16,082,949	38.97%
Restaurant/Banquets Fund	1,581,021	1,901,460	1,516,951	954,500	0	-100.00%
Police Pension Trust Fund	4,752,367	3,076,438	4,753,605	3,316,258	3,634,498	9.60%
TOTAL OTHER FUNDS	35,761,554	36,766,511	35,715,912	33,715,261	39,305,079	16.58%

Expenditure Summary by Fund

Other Funds

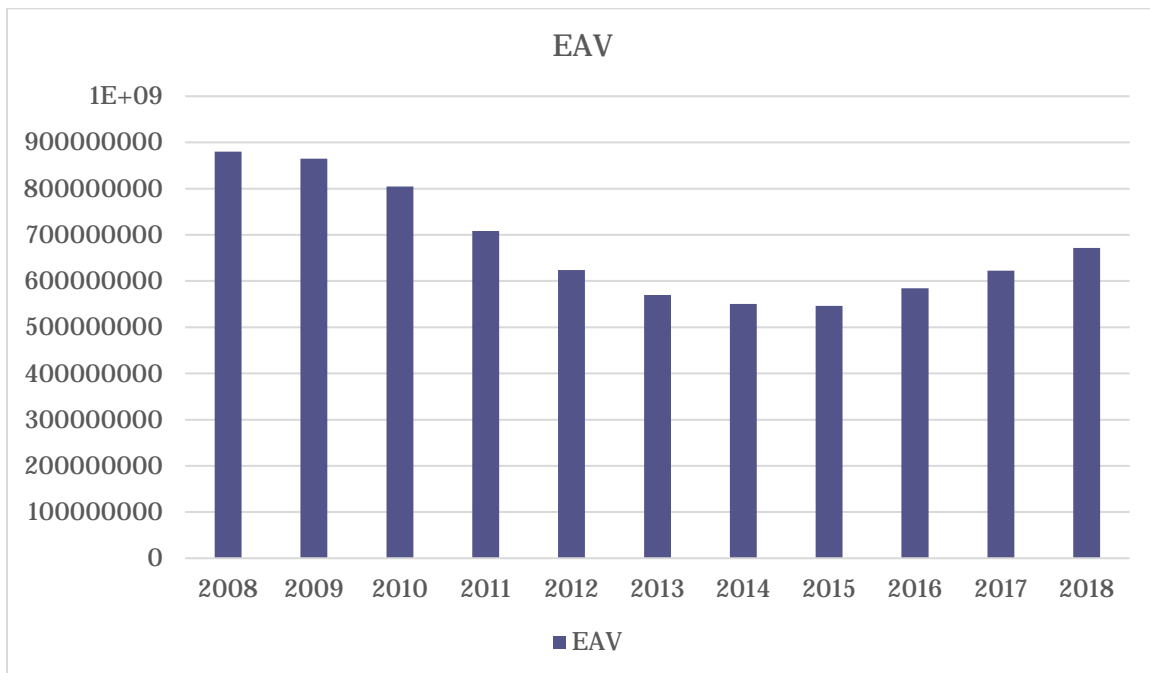
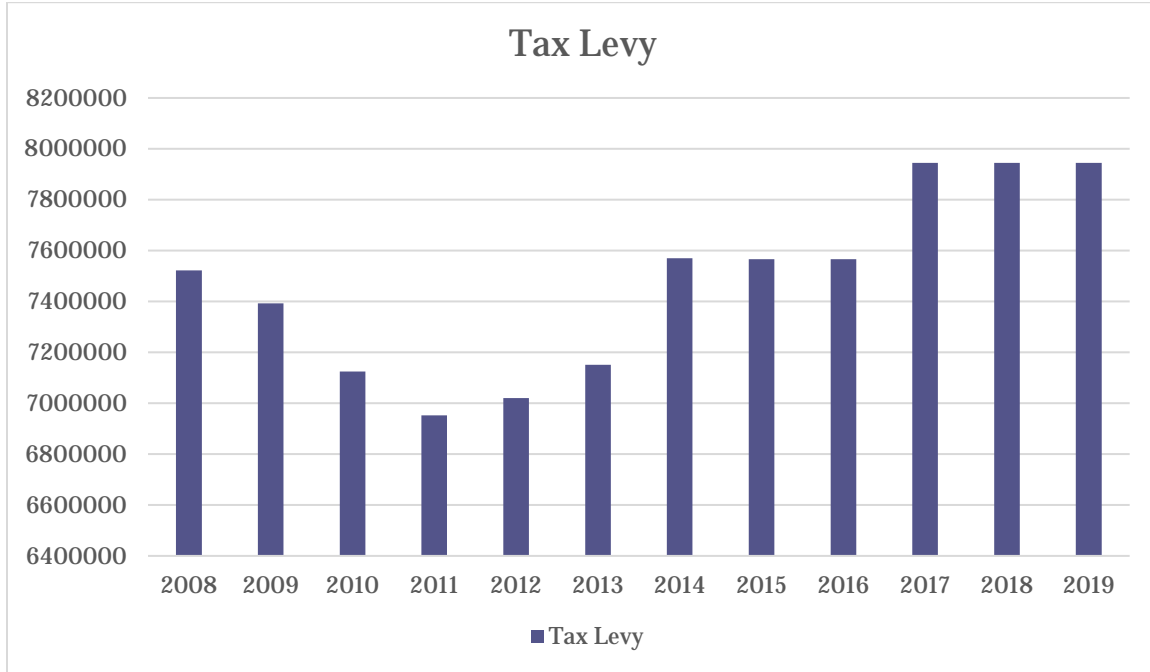
FUND TYPE/FUND	2016/17 ACTUAL	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET	% DIFFERENCE
Special Revenue Funds	10,028,889	17,345,039	11,193,104	14,274,560	16,641,352	16.58%
Golf Fund	0	0	0	965,077	1,961,492	103.25%
Recreation Fund	2,149,203	2,427,816	2,222,500	2,326,366	2,580,339	10.92%
Emergency Services & Disaster Agency Fund	43,637	71,108	46,853	82,044	86,142	4.99%
Handicapped Recreation Fund	168,185	170,400	171,670	172,720	176,800	2.36%
Motor Fuel Tax Fund	126,557	1,650,905	1,412,659	1,200,000	1,100,000	-8.33%
Founders' Day Fund	410,924	429,921	423,911	435,150	464,077	6.65%
Parks & Recreation Development Fund	0	180,000	180,000	31,000	0	-100.00%
Historical Building Fund	1,996	15,285	3,135	9,800	0	-100.00%
Article 36 Fund	14,253	21,379	9,305	25,205	38,536	52.89%
I.M.R.F. Fund	926,552	997,224	877,579	997,224	950,000	-4.74%
Infrastructure Fund	3,043,532	3,408,040	2,144,825	3,221,699	4,436,891	37.72%
T.I.F. #1 Fund	2,148,585	6,016,131	1,910,208	3,854,275	3,884,275	0.78%
T.I.F. #2 Fund	3,382	2,260	2,492	3,500	3,500	0.00%
T.I.F. #3 Fund	595,865	633,460	675,176	622,200	622,200	0.00%
T.I.F. #4 Fund	3,429	886,260	712,491	3,500	3,500	0.00%
T.I.F. #5 Fund	25,483	93,310	63,815	4,000	4,000	0.00%
T.I.F. #6 Fund	0	0	0	5,000	5,000	0.00%
Special Service Area #1 Fund	15,470	16,014	16,014	16,516	16,977	2.79%
Special Service Area #2 Fund	131,276	135,891	135,891	140,152	144,057	2.79%
Special Service Area #3 Fund	98,945	102,424	102,424	105,635	108,579	2.79%
Special Service Area #4 Fund	12,129	12,554	12,554	12,948	13,309	2.79%
Special Service Area #5 Fund	20,351	21,067	21,067	21,727	22,332	2.78%
Special Service Area #6 Fund	17,630	18,250	18,250	18,822	19,346	2.78%
Special Service Area #7 Fund	0	0	0	0	0	0.00%
Special Service Area #8 Fund	71,505	35,340	30,285	0	0	0.00%
Capital Projects Funds	1,397,259	2,146,528	1,064,905	152,500	1,244,045	715.77%
Vehicle Replacement Fund	226,737	1,047,536	546,090	0	0	0.00%
Computer Replacement Fund	43,471	101,370	74,051	19,500	7,000	-64.10%
Capital Projects Fund	460,943	947,049	396,707	133,000	1,237,045	830.11%
Golf Cart Replacement Fund	0	0	0	0	0	0.00%
Recreation Equipment Replacement Fund	35,202	0	0	0	0	0.00%

GOB Series 2010 Fund	630,906	50,573	48,057	0	0	0.00%
Debt Service Fund	5,091,823	5,077,354	5,077,434	5,094,979	4,471,336	-12.24%
Insurance Fund	814,601	848,432	612,468	846,829	862,485	1.85%
Enterprise Funds	13,562,036	13,997,998	11,876,645	12,935,170	17,318,476	33.89%
Environmental Services Fund	11,469,711	12,089,845	9,967,612	11,842,218	17,318,476	46.24%
Restaurant/Banquets Fund	2,092,325	1,908,153	1,909,033	1,092,952	0	-100.00%
Police Pension Trust Fund	2,274,808	1,974,003	2,382,063	2,162,198	2,881,058	33.25%
TOTAL OTHER FUNDS	33,169,416	41,389,354	32,206,619	*****	43,418,752	22.42%

Tax Levy Statistics

Year	Bond & Interest	I.M.R.F.	Police Protection	Police Pension	Insurance	Recreation	Emergency /Disaster	Social Security /Medicare	Crossing Guards	Mosquito Abatement	N.E.D.S.R.A.
2008	\$2,021,056	\$728,708	\$499,677	\$1,400,790	\$793,562	\$1,152,704	\$96,389	\$612,273	\$56,100		\$161,226
Rate										\$0	
2009	\$1,941,676	\$745,740	\$503,753	\$1,551,189	\$616,295	\$1,153,421	\$69,950	\$578,762	\$51,000	\$0	\$180,989
Rate											
2010	\$1,616,268	\$789,292	\$512,491	\$1,587,898	\$523,687	\$1,163,338	\$59,808	\$609,575	\$55,661	\$23,797	\$183,033
Rate											
2011	\$1,794,439	\$728,603	\$848,603	\$1,619,341	\$0	\$1,045,173	\$56,898	\$583,182	\$51,000	\$41,231	\$184,545
Rate											
2012	\$1,972,140	\$778,913	\$642,596	\$1,696,772	\$0	\$1,056,283	\$58,092	\$598,856	\$51,510	\$41,643	\$122,998
Rate											
2013	\$2,009,012	\$877,825	\$682,000	\$1,648,383	\$0	\$1,093,689	\$72,226	\$606,303	\$52,020	\$41,231	\$68,185
Rate											
2014	\$2,073,646	\$981,070	\$689,000	\$1,634,855	\$303,000	\$1,104,626	\$56,494	\$483,154	\$51,000	\$52,000	\$141,400
Rate											
2015	\$2,074,837	\$950,000	\$342,685	\$1,737,778	\$350,000	\$1,170,000	\$51,000	\$629,060	\$51,000	\$42,000	\$168,185
Rate											
2016	\$2,068,015	\$950,000	\$343,000	\$2,134,438	\$350,000	\$1,170,000	\$51,000	\$238,547	\$51,000	\$42,000	\$168,000
Rate											
2017	\$2,073,113	\$900,000	\$302,853	\$2,374,258	\$600,000	\$1,170,000	\$51,000	\$230,000	\$51,000	\$42,000	\$150,000
Rate											
2018	\$2,078,528	\$950,000	\$325,000	\$2,692,498	\$300,000	\$1,170,000	\$51,000	\$134,198	\$51,000	\$42,000	\$150,000
Rate											
2019	\$1,877,625	\$1,000,000	\$341,847	\$2,974,752	\$400,000	\$1,170,000	\$0	\$0	\$0	\$0	\$180,000
EAV	Bloomingtondale	Milton	Total								
2008	\$791,928,539	\$87,946,947	\$879,875,486								
2009	\$777,264,498	\$87,788,830	\$865,053,328								
2010	\$719,855,091	\$84,612,200	\$804,467,291								
2011	\$628,692,838	\$79,746,218	\$708,439,056								
2012	\$552,920,588	\$71,111,172	\$624,031,760								
2013	\$503,062,830	\$67,036,524	\$570,099,354								
2014	\$491,677,596	\$58,715,660	\$550,393,256								
2015	\$489,182,429	\$57,117,636	\$546,300,065								
2016	\$524,940,939	\$59,301,202	\$584,242,141								

2017	\$561,198,861	\$61,527,636	\$622,726,497
2018	\$604,964,040	\$66,427,785	\$671,391,825



PROJECTED IMPACT OF FISCAL YEAR 2019/20

FUND	Beg. Fund Balance	Budgeted Revenues (+)	Budgeted Expenditures (-)	Est. Ending Fund Balance
General Fund	12,280,957	25,972,250	26,070,582	12,182,625
Special Revenue Funds	5,098,393	13,123,604	16,641,352	1,580,645
Golf Fund	(124,647)	1,558,950	1,961,492	(527,189)
Recreation Fund	905,847	2,315,400	2,580,339	640,908
Emergency Services and Disaster Agency Fund	175,710	51,000	86,142	140,568
Handicapped Recreation Fund	29,931	150,000	176,800	3,131
Motor Fuel Tax Fund	342,013	922,594	1,100,000	164,607
Founders' Day Fund	23,410	464,077	464,077	23,410
Parks and Recreation Development Fund	72,119	59,736	0	131,855
Historical Building Fund	0	0	0	0
Article 36 Fund	32,677	23,405	38,536	17,546
I.M.R.F. Fund	18,459	950,000	950,000	18,459
Infrastructure Fund	1,549,852	3,762,250	4,436,891	875,211
T.I.F. #1 Fund	1,626,064	1,710,000	3,884,275	(548,211)
T.I.F. #2 Fund	12,324	650	3,500	9,474
T.I.F. #3 Fund	407,228	715,000	622,200	500,028
T.I.F. #4 Fund	51,749	27,000	3,500	75,249
T.I.F. #5 Fund	(1,058,108)	10,000	4,000	(1,052,108)
T.I.F. #6 Fund	0	0	5,000	(5,000)
Special Service Area #1 Fund	20,739	13,129	16,977	16,891
Special Service Area #2 Fund	(58,963)	144,057	144,057	(58,963)
Special Service Area #3 Fund	(28,531)	108,579	108,579	(28,531)
Special Service Area #4 Fund	170,490	23,927	13,309	181,108
Special Service Area #5 Fund	250,450	30,623	22,332	258,741
Special Service Area #6 Fund	137,391	33,127	19,346	151,172
Special Service Area #7 Fund	348,942	17,423	0	366,365
Special Service Area #8 Fund	193,247	32,677	0	225,924
Capital Projects Funds	852,474	1,270,257	1,244,045	878,686
Vehicle Replacement Fund	0	0	0	0
Computer Replacement Fund	173,254	33,212	7,000	199,466
Capital Project Fund	650,104	1,237,045	1,237,045	650,104
Recreation Equipment Replacement Fund	0	0	0	0
GOB Series 2010 Fund	29,116	0	0	29,116
Debt Service Fund	345,244	4,471,485	4,471,336	345,393

Insurance Fund	388,368	722,286	862,485	248,169
Enterprise Funds	4,757,233	16,082,949	17,317,602	3,522,580
Environmental Services Fund	5,196,154	16,082,949	17,317,602	3,961,501
Restaurant/Banquet Fund	(438,921)	0	0	(438,921)
Police Pension Trust Fund	42,824,918	3,634,498	2,881,058	43,578,358
TOTAL ALL FUNDS	66,547,587	65,277,329	69,488,460	62,336,456

MAJOR DECREASES IN FUND BALANCE

GENERAL FUND

The General Fund is expected to experience a (\$98,332) decrease in fund balance at the end of FY 2019/20. The General Fund is using reserves to partially mitigate the debt service burden in the 2018 tax levy.

SPECIAL REVENUE FUNDS

Golf Fund

The Golf Fund is expected to experience a (\$402,542) decrease in fund balance at the end of FY 2019/20. The negative fund balance is the result of a general decline in golfing activities seen nationwide.

Recreation Fund

The Recreation Fund is expected to experience a (\$264,939) decrease in fund balance at the end of FY 2019/20. The Recreation Fund is using reserves to support major roof and HVAC repairs.

E.S.D.A. Fund

The E.S.D.A. is expected to experience a (\$35,142) decrease in fund balance at the end of FY 2019/20. The E.S.D.A. Fund is using reserves to pay for an Executive Management conference scheduled for Fall 2019.

Handicap Recreation Fund

The Handicap Recreation Fund is expected to experience a (\$26,800) decrease in fund balance at the end of FY 2019/20. The Handicap Recreation Fund is using reserves to reduce the overall 2018 tax levy burden.

Motor Fuel Tax Fund

The Motor Fuel Tax Fund is expected to experience a (\$177,406) decrease in fund balance at the end of FY 2019/20. This is a planned drawdown of the Infrastructure reserves and the funds will be used for capital outlay.

Infrastructure Fund

The Infrastructure Fund is expected to experience a (\$674,641) decrease in fund balance at the end of FY 2019/20. This is a planned drawdown of the Infrastructure reserves and the funds will be used for capital outlay.

Tax Incremental Financing (TIF) #1 Fund

The TIF #1 Fund is expected to experience a (\$2,174,275) decrease in fund balance at the end of FY 2019/20. 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, and provide a financial incentive for purposes of economic development.

ENTERPRISE FUND**Environmental Services Fund**

The Environmental Services Fund is expected to experience a (\$1,234,653) decrease in fund balance at the end of FY 2019/20. This is a planned drawdown of the reserves for engineering related to capital projects.

INTERNAL SERVICE FUND**Insurance Fund**

The Insurance Fund is expected to experience a (\$140,199) decrease in fund balance at the end of FY 2019/20. The negative fund balance is the result of an intentional act to maintain reserves in line with Independent Actuarial recommendations.

FULL-TIME EMPLOYEES SUMMARY BY DEPARTMENT

DEPARTMENT/DIVISION	2016/17 ACTUAL	2017/18 ACTUAL	2018/19 ACTUAL	2019/20 BUDGET	CHANGE FROM P/Y
GENERAL FUND	151.00	154.00	154.00	158.00	4.00
Boards & Commissions	1.00	1.00	1.00	1.00	-
Village Board	1.00	1.00	1.00	1.00	-
General Government	21.00	21.00	21.00	22.00	1.00
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	3.00	1.00
Administrative Services	4.00	4.00	4.00	4.00	-
Information Services	2.00	2.00	2.00	2.00	-
Finance	5.00	5.00	5.00	5.00	-
Police Department	76.00	68.00	71.00	72.00	1.00
Police Administration	6.00	6.00	6.00	6.00	-
Patrol	43.50	45.50	46.50	47.50	1.00
Investigations	12.00	12.00	12.00	12.00	-
Support Services	6.50	6.50	6.50	6.50	-
Public Works	21.00	21.00	20.00	21.00	1.00
Public Works Administration	3.00	3.00	2.00	2.00	-
Engineering	1.00	1.00	1.00	1.00	-
Streets	14.00	14.00	14.00	14.00	-
Fleet Maintenance	3.00	3.00	3.00	4.00	1.00
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	11.00	11.00	12.00	-

FULL-TIME EMPLOYEES SUMMARY (cont.) BY DEPARTMENT

Community Development					
Administration	6.00	6.00	6.00	6.00	-
Inspection Services	4.00	5.00	5.00	6.00	1.00

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	-

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	-

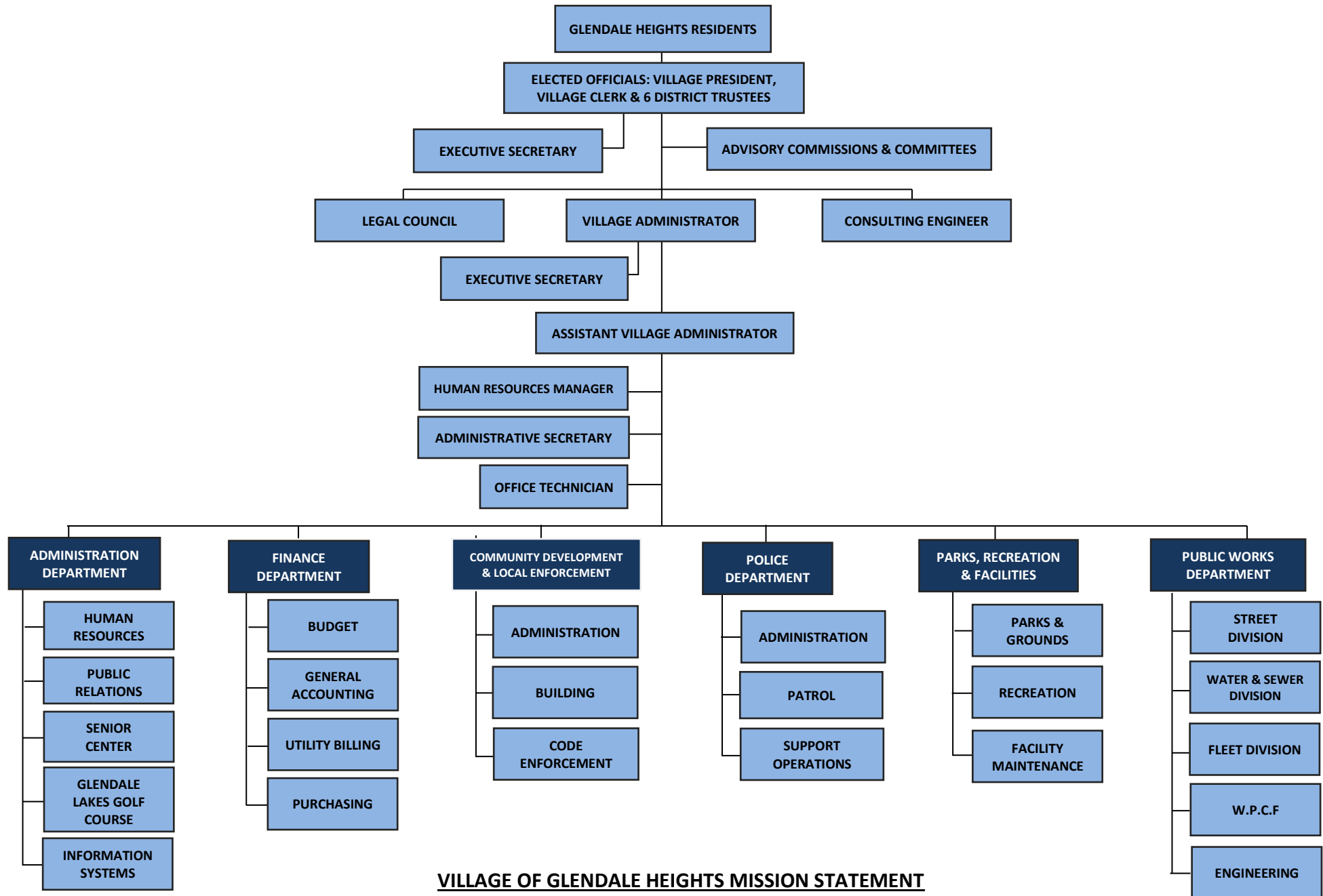
TOTAL FULL TIME EMPLOYEE'S	189.00	192.00	192.00	196.00	4.0
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CHANGES IN STAFFING LEVELS

FROM FY 2018/19 TO 2019/20

POSITION TITLE	DEPT	DIVISION	FTE'S
Patrol Officer	Police	Support	1.00
Salon Manager		Senior Center	1.00
Inspector		Community Dev.	1.00
Office Technician		Public Works	1.00
		TOTAL	4.00

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.

GENERAL FUND

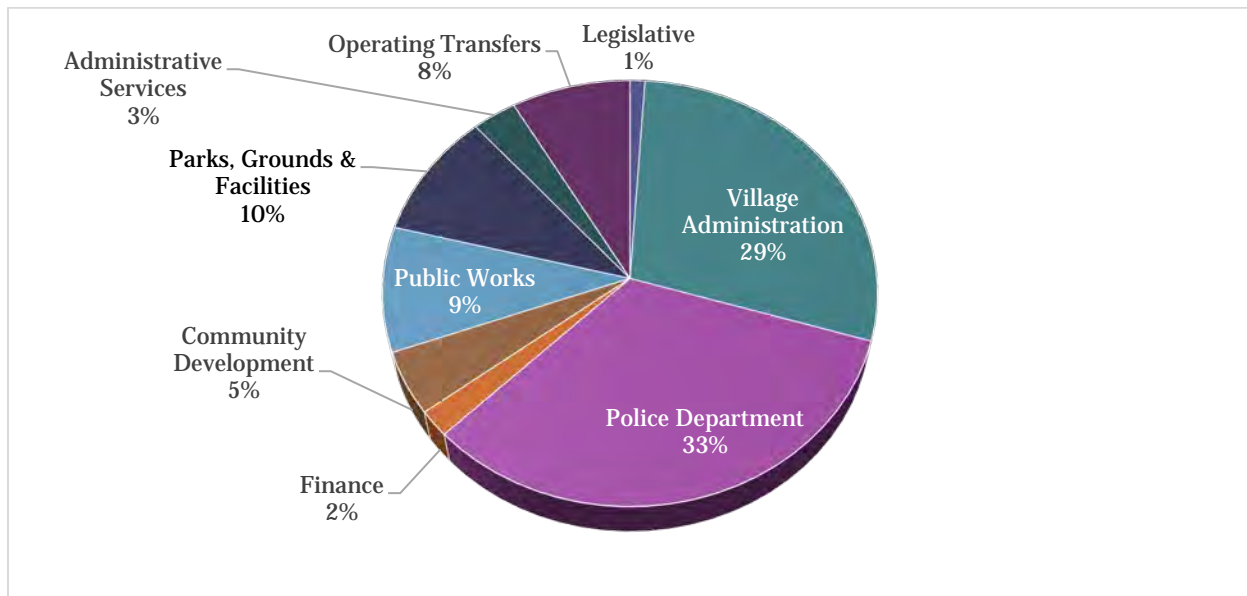
GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

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

\$26,069,708

ANNUAL EXPENSES BY DEPARTMENT



ANNUAL EXPENSES BY DEPARTMENT

CLASS	FY 2016/17 ACTUAL	FY 2017/18 BUDGET	FY 2017/18 ACTUAL	FY 2018/19 BUDGET	FY 2019/20 BUDGET
Legislative	231,230	251,900	225,995	293,754	270,624
Village Administration	6,115,546	6,590,304	6,409,660	7,598,978	7,468,389
Police Department	7,677,490	7,977,211	7,485,109	8,214,565	8,598,493
Finance	404,265	439,249	428,187	494,165	521,620
Community Development	914,655	1,069,977	1,039,457	1,062,044	1,245,722
Public Works	2,247,083	2,332,252	2,111,291	2,284,702	2,473,507
Parks, Grounds & Facilities	2,296,937	2,580,130	2,472,449	2,468,312	2,513,833
Administrative Services	816,510	946,484	856,206	875,779	809,622
Operating Transfers	1,837,772	2,226,328	2,226,328	1,305,971	2,167,898
TOTAL CLASS	22,541,489	24,413,835	23,254,681	24,598,270	26,069,708

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 Historical Building.

TOTAL OPERATING BUDGET

\$270,624

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Village Board	205,568.00	185,492.22	205,968.00	205,968.00
Village Clerk	15,300.00	13,379.00	15,300.00	15,300.00
Police Commission	10,539.00	9,062.30	40,190.00	14,490.00
Plan Commission	2,681.00	3,269.26	2,681.00	2,681.00
Special Events Commission	16,012.00	13,441.98	27,815.00	26,500.00
Youth Commission	1,800.00	1,349.84	1,800.00	1,800.00
Historical Building	0.00	0.00	0.00	3,885.00
TOTAL DIVISION	251,900.00	225,994.60	293,754.00	270,624.00

FY 2018/2019 SIGNIFICANT ACCOMPLISHMENTS

Fund Balance Reserve Policy:

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. In 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:

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 2019/2020 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1011-512.10-10	F-TIME & REG.PART-TIME	132000	120867.4	133679	126008.7	132000
101-1011-512.15-10	FICA-EMPLOYER	8184	7168.19	8288	7481.15	8184
101-1011-512.16-14	TRAVEL FOR MEETING & CONF	100	0	100	0	100
101-1011-512.16-15	TRAINING & SEMINARS	2900	1395.88	2900	1056.49	2900
101-1011-512.16-16	MEDICARE-EMPLOYER	1914	1676.48	1938	1749.71	1914
101-1011-512.21-11	PROF-LEGAL	0	0	0	0	0
101-1011-512.21-99	PROFESSIONAL-OTHERS	0	0	0	0	0
101-1011-512.24-12	PRINTING & BINDING	250	229	250	0	250
101-1011-512.31-99	OFFICE SUPPLIES	200	140.12	200	90.79	200
101-1011-512.37-10	UNIFORMS	500	0	500	0	500
101-1011-512.37-80	GAS & FUEL	0	0	0	0	0
101-1011-512.37-99	OPERATING SUPPLIES	4000	3672.09	5650	4208.45	4200
101-1011-512.39-99	OPERATING EQUIPMENT	0	0	0	0	0
101-1011-512.51-11	PAGER	0	0	0	0	0
101-1011-512.51-12	CELLULAR PHONE	0	0	0	0	0
101-1011-512.53-20	MEDICAL EQUIPMENT	0	0	0	0	0
101-1011-512.60-99	VARIOUS COMMISSION	0	0	0	0	0
101-1011-512.61-12	ECONOMIC DEVELOPMENT	0	0	0	0	0
101-1011-512.61-13	SPECIAL EVENTS	0	0	0	0	0
101-1011-512.61-99	VARIOUS COMMISSION	0	0	0	0	0
101-1011-512.62-10	MEMBERSHIP DUES	39980	38797.88	40180	38997.88	40180
101-1011-512.62-11	SUBSCRIPTIONS	290	258.8	290	192.4	290
101-1011-512.63-10	CHRISTMAS SHARING	0	0	0	0	0
101-1011-512.63-11	DUPAGE CHILDREN CENTER	0	0	0	0	0
101-1011-512.63-12	ADOPT-A-COP	0	0	0	0	0
101-1011-512.63-13	BROOKFIELD ZOO	0	0	0	0	0
101-1011-512.63-14	COMMUNITY HEALTH FAIR	1500	1500	0	0	0
101-1011-512.63-99	OTHER COMM. CONTRIBUTION	9750	7331.9	11250	7960	11250
101-1011-512.69-20	CIVIC ACTIVITIES	4000	3420.3	4000	4388.19	4000
101-1011-512.69-31	VIL.CONCERN & DEV. PROB.	0	0	0	0	0
101-1011-512.69-99	MISCELLANEOUS EXPENSE	0	0	0	0	0
101-1011-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1012-512.10-10	F-TIME & REG.PART-TIME	10000	10000	10000	10000	10000
101-1012-512.10-99	OVERTIME PAY	0	0	0	0	0
101-1012-512.15-10	FICA-EMPLOYER	620	620	620	620	620
101-1012-512.16-14	TRAVEL FOR MEETING & CONF	0	0	0	0	0
101-1012-512.16-15	TRAINING & SEMINARS	150	0	150	0	150
101-1012-512.16-16	MEDICARE-EMPLOYER	145	145	145	145	145
101-1012-512.21-99	PROFESSIONAL-OTHERS	3500	2129	3500	1163.67	3500
101-1012-512.24-12	PRINTING & BINDING	0	0	0	0	0
101-1012-512.24-14	ADVERTISING	0	0	0	0	0
101-1012-512.31-17	POSTAGE	0	0	0	0	0
101-1012-512.31-99	OFFICE SUPPLIES	50	0	50	3.22	50
101-1012-512.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1012-512.51-11	PAGER	0	0			
101-1012-512.51-12	CELLULAR PHONE	0	0	0	0	0
101-1012-512.60-99	VARIOUS COMMISSION	500	450	500	300	500
101-1012-512.62-10	MEMBERSHIP DUES	335	35	335	50	335
101-1012-512.69-21	RECORDING FEES	0	0	0	0	0
101-1012-512.69-22	LICENSES	0	0	0	0	0
101-1012-512.69-23	PROPERTY TAX	0	0	0	0	0

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1013-512.16-14	TRAVEL FOR MEETING & CONF	0	255	0	0	0
101-1013-512.16-15	TRAINING & SEMINARS	500	275	300	300	800
101-1013-512.21-11	PROF-LEGAL	0	0	0	0	0
101-1013-512.24-12	PRINTING & BINDING	750	752.4	41	40.45	750
101-1013-512.24-16	RECRUITING	1000	1120.94	5000	4486.8	2000
101-1013-512.24-28	TESTING	4149	4642.46	28607	31342.09	7000
101-1013-512.24-99	OTHER PURCHASE-SERVICES	200	200	0	0	0
101-1013-512.31-99	OFFICE SUPPLIES	100	56.48	100	96.81	100
101-1013-512.35-99	OTHER POLICE GEN.SUPLS.	0	0	0	0	0
101-1013-512.37-10	UNIFORMS	300	0	102	101.5	300
101-1013-512.60-10	POLICE COMMISSION	3000	2539.92	3000	1933.28	3000
101-1013-512.60-99	VARIOUS COMMISSION	0	0	0	0	0
101-1013-512.62-10	MEMBERSHIP DUES	540	540	540	540	540
101-1013-512.62-11	SUBSCRIPTIONS	0	0	0	0	0

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1014-512.15-10	FICA-EMPLOYER	86	81	86	42.78	86
101-1014-512.16-15	TRAINING & SEMINARS	0	0	0	0	0
101-1014-512.16-16	MEDICARE-EMPLOYER	20	18.94	20	10.01	20
101-1014-512.21-99	PROFESSIONAL-OTHERS	0	0	0	0	0
101-1014-512.24-12	PRINTING & BINDING	0	0	0	0	0
101-1014-512.37-99	OPERATING SUPPLIES	0	0	0	0	0
101-1014-512.60-11	PLAN COMMISSION	1375	1399.32	1375	703.74	1375
101-1014-512.61-11	PLAN COMMISSION	1200	1770	1200	690	1200

LEGISLATIVE: SPECIAL EVENTS

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1016-512.24-19	ENTERTAINMENT-SPL. EVENTS	7800	8756	8161	8160.62	6800
101-1016-512.24-20	CAR SHOW	1090	500	480	480	600
101-1016-512.37-98	CAR SHOW	2897	2878.21	2668	2781.35	3700
101-1016-512.37-99	OPERATING SUPPLIES	4225	3885.74	22225	8840.08	15400



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	DESCRIPTION	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
101-1017-512.24-12	PRINTING & BINDING	225	0	400	0	400
101-1017-512.24-99	OTHER PURCHASE-SERVICES	0	0	0	0	0
101-1017-512.37-99	OPERATING SUPPLIES	1575	1349.84	1400	982.18	1400

LEGISLATIVE: HISTORICAL BUILDING

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This division 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 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 things 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. The Historical Commission 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					Description	FY 2020 Budget
101	1018	512	24	99	OTHER PURCHASE-SERVICES	2,410.00
101	1018	512	37	99	OPERATING SUPPLIES	250
101	1018	512	56	30	HISTORICAL BLDG.	1,000.00
101	1018	512	62	10	MEMBERSHIP DUES	25
101	1018	512	69	20	CIVIC ACTIVITIES	200
101	1018	911	84	99	FURNITURE & FIXTURE	

ADMINISTRATION

VILLAGE 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 within 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

\$7,468,389

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Village Administration	414,349.00	403,499.40	411,854.00	440,662.00
Human Resources	169,803.00	159,728.05	208,566.00	189,290.00
Public Affairs	115,592.00	109,093.06	122,877.00	138,001.00
Senior Center	434,051.00	357,125.30	422,934.00	462,489.00
Central Services	5,456,509.00	5,380,214.38	6,072,701.00	6,237,947.00
TOTAL DIVISION	6,175,955.00	6,006,160.79	7,187,124.00	7,468,389.00

FY 2019/20 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 the 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 the Chamber of Commerce to strengthen our coordination with Community Development efforts

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

- ❖ Review and audit the payroll system to streamline processes
- ❖ Implement the Power DMS system to assist in the efficient implementation of policies and procedures
- ❖ 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

Goal #3: 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
- ❖ Provide basic training and education to develop and maintain employee's knowledge
- ❖ Identify and encourage Department Directors to utilize training specific to supervisory level positions

Goal #4: Promote a safe and healthy work environment for employees to experience job satisfaction in their achievements and contributions

- ❖ Provide Employee Assistance Program training throughout the year
- ❖ Reduce costs associated with accidents by maintaining a safety program that promotes a safe and healthy work environment
- ❖ Update worker's compensation and accident policies and procedures
- ❖ Maintain an employee recognition and appreciation program

Goal #5: Continue to review and update the Village's Personnel Policy, Administrative Policy, Safety Manual and the appropriate implementation of all five bargaining unit contracts

- ❖ Research a Code of Professional Conduct for employees
- ❖ Review current policies and procedures for updates to reflect any changes in federal and state laws
- ❖ Successfully negotiate the FOP Sergeants contract which was due to begin on May 1, 2018

PUBLIC RELATIONS

Goal #1: Continued updates of Village Department websites

- ❖ Redesign and complete the Employee Intranet
 - Utilize training videos
- ❖ Restructure Village website to reflect Village organizational changes

Goal #2: Expand public information outreach and interaction through social media

- ❖ Implement a “featured” picture/image of Glendale Heights from the residents
- ❖ Utilize additional hashtags
- ❖ Research and develop alternative social media platforms
 - Expand the use of social media to new outlets as they become available
- ❖ Increase timely messages onto social media platforms
- ❖ Increase video presence on social media platforms to highlight upcoming programs and announcements
- ❖ Utilize paid ads featuring Glendale Heights pages as a whole and not specific programs and events.

Goal #3: Research additional ways to communicate to the public

- ❖ Conduct a focus group to understand best practices for communicating and distributing information to residents including children, adults and seniors
- ❖ Email survey to gain better understanding for communication in the community

Goal #4: Expand the Village’s Government Access Channel (GHTV)

- ❖ Work with Village Departments and outside organizations in various programming
- ❖ Work with Parks, Recreation and Facilities to have more programs and events recorded to feature on GHTV

Goal #5: Continue to develop media relations

- ❖ Work with various media outlets on potential sponsorship programs
- ❖ Provide more press releases
- ❖ Update press master list

Goal #6: Research and apply for grants and additional funding opportunities

- ❖ Research media and advertising grant opportunities

Goal #7: Expand intergovernmental communication

- ❖ Research other communicators within the Glendale Heights community to discuss upcoming events and programs

Goal #8: Research alternative methods for the Village Newsletter

- ❖ Research more cost effective methods of delivery of the Village Newsletter, Senior Activity Guide, and the Parks, Recreation and Facilities Program Guide

Goal #9: Increase use of videos of various events and programs

- ❖ Utilize the drone, time lapse and slow motion to capture artistic visuals for various productions
- ❖ Create promotional videos for all Departments highlighting various activities

SENIOR SERVICES

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
 - Work with Public Relations to develop material about services that are available to non-members
 - 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"

Goal #3: Continue to strengthen community partnerships

- ❖ Develop and expand educational programs and referral network through community partnerships beyond current agencies
- ❖ Identify other enrichment opportunities for seniors such as marketing the Senior Health Insurance Program (SHIP) and Benefit Access Application (BAA)

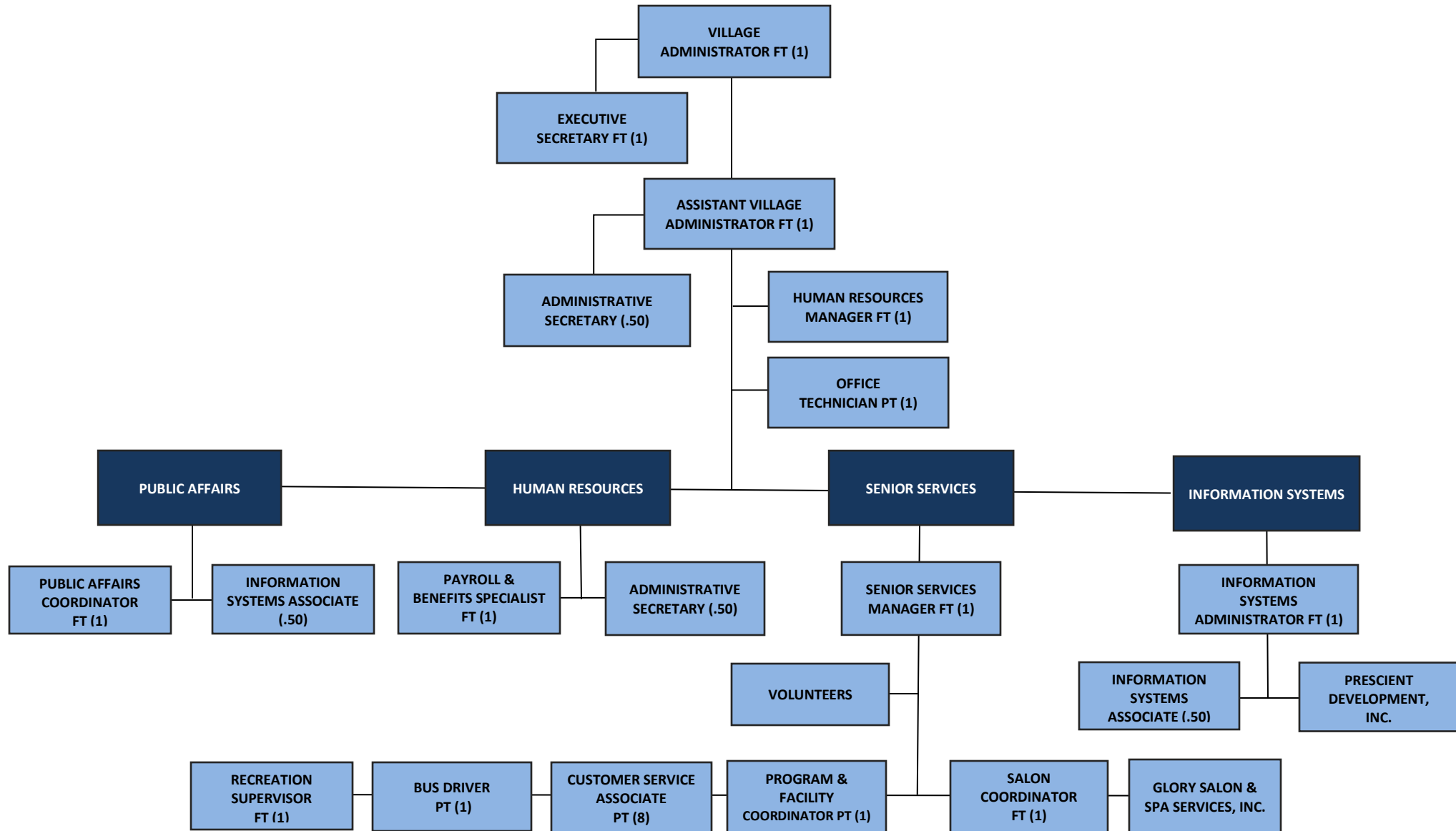
Goal #4: Continue to implement new and improved programming

- ❖ 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 on weekend and male-focused 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

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. The Information Systems division is responsible for all equipment and function related to the Village computer system and associated electronic operation. Total number of employees: 12 Full-Time, 11 Part-Time

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1110-513.10-10	F-TIME & REG.PART-TIME	370675	370779.3	369063	372943.4	387703
101-1110-513.10-99	OVERTIME PAY	0	0	0	0	0
101-1110-513.15-10	FICA-EMPLOYER	20226	17643.41	22882	19664	24037
101-1110-513.16-14	TRAVEL FOR MEETING & CONF	0	0	0	0	0
101-1110-513.16-15	TRAINING & SEMINARS	2350	2180.25	2500	1908.84	2500
101-1110-513.16-16	MEDICARE-EMPLOYER	5048	4691.51	5352	5233.2	5622
101-1110-513.16-33	EMPLOYEE RECOGNITION	12000	7722.4	17000	11992.56	17000
101-1110-513.24-12	PRINTING & BINDING	100	91.71	100	91.32	100
101-1110-513.31-99	OFFICE SUPPLIES	250	244.24	250	227.91	250
101-1110-513.37-80	GAS & FUEL	1500	944.23	1500	759.04	1500
101-1110-513.37-99	OPERATING SUPPLIES	150	143.32	150	121.52	150
101-1110-513.51-11	PAGER	0	0			
101-1110-513.51-12	CELLULAR PHONE	0	0	0	0	0
101-1110-513.55-60	OTHER OFFICE EQUIPMENT	0	0	0	0	0
101-1110-513.62-10	MEMBERSHIP DUES	2050	1909.01	1800	1771.01	1800
101-1110-513.62-11	SUBSCRIPTIONS	0	0	0	0	0
101-1110-911.84-99	FURNITURE & FIXTURE	0	0	0	0	0

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1111-513.10-10	F-TIME & REG.PART-TIME	130945	123510.3	170644	143879.3	150051
101-1111-513.10-99	OVERTIME PAY	0	0	0	0	0
101-1111-513.15-10	FICA-EMPLOYER	8119	7239.72	10580	8412.87	9303
101-1111-513.16-14	TRAVEL FOR MEETING & CONF	670	0	350	350	350
101-1111-513.16-15	TRAINING & SEMINARS	315	669.98	630	525	630
101-1111-513.16-16	MEDICARE-EMPLOYER	1899	1693.18	2474	1967.59	2176
101-1111-513.16-33	EMPLOYEE RECOGNITION	2875	2850	3550	3550	1950
101-1111-513.24-12	PRINTING & BINDING	3031	3030.89	2750	2029.67	2400
101-1111-513.24-15	EMPLOYEE PHYSICAL EXAM	12250	11496	12500	10154	12000
101-1111-513.24-16	RECRUITING AND TESTING	3500	3389.92	3700	2549.66	4200
101-1111-513.24-99	OTHER PURCHASE-SERVICES	4394	4295.58	4500	2052.79	4500
101-1111-513.31-10	BINDERS & ACCESSORIES	0	0	0	0	0
101-1111-513.31-99	OFFICE SUPPLIES	250	240.84	250	249.87	250
101-1111-513.37-99	OPERATING SUPPLIES	475	415.46	475	239.74	475
101-1111-513.51-12	CELLULAR PHONE	0	0	0	0	0
101-1111-513.62-10	MEMBERSHIP DUES	1080	963	1005	1068	1005

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1112-513.10-10	F-TIME & REG.PART-TIME	62766	62466.75	70116	70119.98	73077
101-1112-513.10-98	TEMPORARY HELP	0	0	0	0	0
101-1112-513.10-99	OVERTIME PAY	0	0	0	0	0
101-1112-513.15-10	FICA-EMPLOYER	3892	3784.86	4348	4165.7	4531
101-1112-513.16-13	TUITION REIMBURSEMENT	0	0	0	0	0
101-1112-513.16-14	TRAVEL FOR MEETING & CONF	0	0	0	0	0
101-1112-513.16-15	TRAINING & SEMINARS	800	287.86	700	234.86	750
101-1112-513.16-16	MEDICARE-EMPLOYER	910	885.16	1016	974.19	1004
101-1112-513.24-12	PRINTING & BINDING	23763	20894.96	24145	24080.33	24463
101-1112-513.24-32	SOFTWARE SUPPORT & MAINT	1638	1587.17	2975	1992.39	10490
101-1112-513.24-99	OTHER PURCHASE-SERVICES	2200	2081.2	2200	1058.82	2200
101-1112-513.31-17	POSTAGE	15100	14789.21	15140	15155.13	15140
101-1112-513.31-99	OFFICE SUPPLIES	595	561.87	37	36.95	400
101-1112-513.32-14	COMPUTER SOFTWARE	505	504.96	295	295.19	530
101-1112-513.37-99	OPERATING SUPPLIES	200	28.02	196	60.31	200
101-1112-513.39-99	OPERATING EQUIPMENT	800	738.97	1860	1860.17	1870
101-1112-513.55-60	OTHER OFFICE EQUIPMENT	1000	515.04	1000	439	2501
101-1112-513.62-10	MEMBERSHIP DUES	1423	922.5	510	179	845
101-1112-513.62-11	SUBSCRIPTIONS	0	0	0	0	0

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 Community Room that can seat up to 140 people, and has an attached lighted outdoor veranda.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1117-513.10-10	F-TIME & REG.PART-TIME	264525	236752.7	259995	262980.8	286200
101-1117-513.10-99	OVERTIME PAY	0	0	0	0	100
101-1117-513.15-10	FICA-EMPLOYER	16587	14532.68	16140	16152.27	17740
101-1117-513.16-14	TRAVEL FOR MEETING & CONF	100	0	100	50	100
101-1117-513.16-15	TRAINING & SEMINARS	2105	1992.7	2279	1766.52	2279
101-1117-513.16-16	MEDICARE-EMPLOYER	3879	3398.81	4350	3777.54	4145
101-1117-513.24-12	PRINTING & BINDING	5100	4930.23	5550	3373.31	5550
101-1117-513.24-32	SOFTWARE SUPPORT & MAINT	1480	1480	1611	1610.61	1790
101-1117-513.24-99	OTHER PURCHASE-SERVICES	800	339.73	5400	3906.7	3700
101-1117-513.31-17	POSTAGE	1125	1139.14	1285	1319.79	1417
101-1117-513.31-99	OFFICE SUPPLIES	1390	761.82	0	80.31	0
101-1117-513.37-10	UNIFORMS	500	407.41	500	539.46	550
101-1117-513.37-80	GAS & FUEL	6000	5664.43	7150	5968.05	7150
101-1117-513.37-81	SALON SUPPLIES	2366	1995.58	2300	1511.39	2300
101-1117-513.37-99	OPERATING SUPPLIES	10425	10925.12	8425	6883.01	7000

101-1117-513.38-94	OFFICE EQUIPMENT	1610	2620	0	0	0
101-1117-513.39-99	OPERATING EQUIPMENT	1500	1135.89	0	315	0
101-1117-513.52-10	LEASES-EQUIPMENTS	4200	4352.94	4200	3208.72	4200
101-1117-513.53-17	EQUIPMENT R&M	2070	1524.93	4820	4027.25	3570
101-1117-513.53-18	SENIOR CENTER	0	0	0	0	7000
101-1117-513.56-13	SENIOR CENTER	3800	706.41	0	0	0
101-1117-513.62-10	MEMBERSHIP DUES	675	682.8	785	538	785
101-1117-513.62-11	SUBSCRIPTIONS	760	745.8	760	779.6	760
101-1117-513.63-99	OTHER COMM. CONTRIBUTION	16500	16500	15000	15000	15000
101-1117-513.69-22	LICENSES	1304	664	1353	1181.68	1353
101-1117-513.69-31	SALON MISCELLANEOUS	500	1244.39	1000	127.87	1000
101-1117-513.69-32	GIFT SHOP EXPENSE	4700	6422.07	5000	2870.38	5000
101-1117-513.69-69	PROMOTIONAL EXP	0	18	0	0	0
101-1117-513.69-99	MISCELLANEOUS EXPENSE	0	556	0	0	0
101-1117-513.71-12	ADULT GENERAL PROGRAM	5000	5047.88	6500	5092.45	7000
101-1117-513.72-41	BEVERAGE PURCHASES	2500	1862.31	3500	3165.75	2900
101-1117-513.72-42	SPECIALTY LINENS PURCH	4650	4704.83	6400	6008.52	7000
101-1117-513.72-43	WAITSTAFF SERVICES PURCH	2200	1522.35	2200	1854.35	2200
101-1117-513.72-44	SENIOR HOLIDAY LUNCHEON	4300	4162	4300	3747.09	4300
101-1117-513.72-45	SENIOR TRIPS EXPENSE	60000	29980.62	58055	20746.37	60000
101-1117-513.72-48	SNACKS	400	399.83	400	376.08	400
101-1117-513.72-50	FACILITY SET UP EXPENSE	1000	0	0	0	0



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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1118-513.15-11	UNEMPLOYMENT INSURANCE	15000	-3249.95	15000	21614	15000
101-1118-513.16-12	MEDICAL-EMPLOYER	2390900	2337627	2597934	2490975	2597934
101-1118-513.16-16	MEDICARE-EMPLOYER	0	0	0	68.54	0
101-1118-513.16-17	EMPLOYER CONT. P.PENSION	2134438	2150465	2374258	2395765	2692498
101-1118-513.16-18	SICK DAYS BUY BACK ONLY	0	286894.7	0	343869.1	0
101-1118-513.16-30	OPT OUT MED INSURANCE	36483	36758.34	24962	27805	33500
101-1118-513.16-32	HEALTH & WELLNESS PROG.	250	222.07	750	675.88	500
101-1118-513.21-11	PROF-LEGAL	350000	325176.5	370000	277164.7	340000
101-1118-513.21-12	PROSECUTORS	120000	129944.4	140000	105461	130000
101-1118-513.21-13	ADJUDICATOR	12000	5850	11000	8550	9000
101-1118-513.21-14	ENGINEERING	2000	1144.5	1500	163.5	1500
101-1118-513.21-17	LEGISLATIVE LIAISON	42000	42000	42000	42000	42000
101-1118-513.21-99	OTHER PROFESSIONAL	7100	4967.29	120777	119438.7	18500
101-1118-513.24-12	PRINTING & BINDING	3125	2487.15	1625	1488.92	1375
101-1118-513.31-17	POSTAGE	45850	25041.17	49000	38821.07	45800
101-1118-513.31-99	OFFICE SUPPLIES	40336	28118.45	36146	30646.46	35000
101-1118-513.37-98	GREEN INITIATIVE	1300	1028	1300	102.94	1200
101-1118-513.37-99	OPERATING SUPPLIES	11000	9611.37	11000	10532.71	11500
101-1118-513.38-94	OFFICE EQUIPMENT	1000	639.26	500	0	0
101-1118-513.51-10	TELEPHONE	34630	27748.93	59500	53123.23	30300
101-1118-513.51-12	CELLULAR PHONE	28800	27419.3	31300	31533.31	32300
101-1118-513.51-13	ELECTRICITY	22500	18860.41	18500	18409.75	18000
101-1118-513.51-14	NATURAL GAS	5000	1962.54	2500	3659.19	3000
101-1118-513.51-15	WATER	0	0	15000	10344.5	15000
101-1118-513.52-11	RENTALS-EQUIPMENTS	21227	19284.98	17250	15151.19	20800
101-1118-513.55-60	OTHER OFFICE EQUIPMENT	12820	10055.74	16240	9722.8	13640
101-1118-513.56-15	NORTH AVENUE PROPERTY	750	39.18	0	0	0

VILLAGE OF GLENDALE HEIGHTS

ANNUAL BUDGET

101-1118-513.69-39	MEMORIAL PARK BRICKS	100	23.9	100	1504.72	100
101-1118-513.69-40	COLLECTION AGENCY FEE	12900	11111.97	4900	620	1000
101-1118-513.69-78	BANK FISCAL CHARGES	30000	51651.33	57500	51856.47	58000
101-1118-513.69-82	STATE ADMIN. COLLECT.FEE	48000	45202.63	45000	32948.84	47500
101-1118-513.69-90	BAD DEBTS/WRITE OFF	25000	0	100	100	0
101-1118-513.69-99	MISCELLANEOUS EXPENSE	2000	2082.36	3000	1672.39	3000

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 55 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

\$8,598,493

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Administration	543,631.00	527,132.50	772,805.00	886,520.00
Patrol	4,561,978.00	4,393,455.02	4,731,437.00	4,771,400.00
Investigations	1,367,725.00	1,322,476.30	1,218,168.00	1,329,516.00
Support Services	1,440,127.00	1,167,266.65	1,423,155.00	1,542,607.00
Community Oriented Police	14,000.00	11,513.34	14,000.00	14,000.00
State and Federal Grants	49,750.00	63,265.46	55,000.00	54,450.00
TOTAL DIVISION	7,977,211.00	7,485,109.27	8,214,565.00	8,598,493.00

SIGNIFICANT ACCOMPLISHMENTS IN FY 2018/2019

POLICE

POLICE PROTECTION

The Police Department employs a combined staff of 93 personnel, including 54 sworn police officers, 5 part-time officers, 4 community service officers, records clerks, crossing guards, a Community Outreach Specialist and an Evidence Officer. The Department also enjoys a strong volunteer pool of 18 individuals who are members of the Emergency Services and Disaster Agency (ESDA).

The Village's Police Department continues to maintain the Commission on the Accreditation of Law Enforcement Agencies (CALEA) Accreditation that it received initially in 2008, having been re-accredited for their third time in 2017. The Police Department is one of only 797 law enforcement agencies accredited across the nation, and one of only 48 in the State of Illinois. CALEA standards are rigorous, and ensure the Department is following the best practices in law enforcement. 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 response appropriate for the situation and within legal parameters. CALEA standards also ensure that citizen complaints are investigated thoroughly and in a timely manner.

COMMUNITY ORIENTED POLICING

The Police Department is dedicated to improving its relationship with the community. In 2018, the police department helped organize and participate in many events for all ages to strengthen its partnership with our residents.

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 12th Annual Junior Police Academy. Participants experienced various aspects of police work from the initial testing process to evidence processing, traffic stops and officer safety skills.

The Department's state certified School Resource Officers spent the school year teaching Drug Abuse Resistance Education (D.A.R.E.) to 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, while 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 our residents informed of important crime prevention tips by sponsoring a Neighborhood Watch Program and providing a monthly newsletter. In 2018, the Police Department rotated the monthly neighborhood watch meetings at various venues throughout the Village which helped improve overall attendance and communication amongst our residents. In October, the Police Department sponsored an active shooter awareness program. This program provided residents with tools to use in the event

they encounter an active violent event. The Police Department is also partnering with several local businesses and places of worship to provide this training.

On September 29th, the Police Department in partnership with the Parks, Recreation and Facilities Department and the Glenside Fire Protection District, sponsored the annual Kids Fishing Derby at Lake Becerra. Members of the Police Department are committed to being strong supporters of the Illinois Special Olympics, raising thousands of dollars for those athletes.

Smart 911 is an additional program in which the public can directly add information about themselves and their homes to the 911 emergency telephone system. The Police Department also maintains CodeRED, which allows mass notification to residents to inform them of emergencies or other matters of concern by telephone, email or text. Registration for both of these services is available on the Village website.

The Police Department sponsored the Village's 20th Annual National Night Out. The event was held on the Village of Glendale Heights Civic Center campus, and residents were offered free food and games. National Night Out is held to raise crime and drug prevention awareness and strengthen our police and community partnerships. Many other groups assisted in the celebration including Bimbo Bakery, Glenside and Bloomingdale Fire Protection Districts, Glenside Public Library District, the Glendale Heights Parks, Recreation & Facilities 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 our school zones, and aggressively enforced the hands free cell phone law. The prescription medication drop-off box, located in the main lobby of Village Hall, remains a very useful tool to safely dispose of controlled and non-controlled pharmaceuticals.

PREPARATION IS THE KEY TO SUCCESS

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

2018 CRIME STATISTICS

The Glendale Heights Police Department maintains transparency by sharing crime statistics with residents. If you want timely information on crimes in your own neighborhood, please visit the Village website and click on Crime Reports. In addition, the police department publishes an annual report in March of each year with a more detailed breakdown of the previous year's activity. The report is available for viewing on the police department's page of the Village Website.

ANNUAL UPDATE - Department Goals for 2018-2022

Goal 1: Actively recruit qualified candidates to fill current and future vacancies

Objective 1: Attend job & recruiting fairs with emphasis on criminal justice, (2018 -2022)

Objective 2: Strategically place ads to actively recruit to mirror the village's demographics, (2018, 2021)

Objective 3: Test for new police officer applicants in October 2018, April 2020, October 2022

STATUS: Objectives 1-3 met for 2018. Officers were assigned to attend recruiting events, and career and job fairs. A Police Officer Eligibility Exam was conducted in September of 2018. Information/notifications were provided to educational institutions, media outlets and local businesses and religious organizations.

Goal 2: Continue to develop and train Crisis Intervention Trained Officers (CIT)

Objective 1: Become members of Local CIT Chapter, (2018-2022)

Objective 2: Continue to get all officers CIT certified, currently at 11, (2018-2022).

Objective 3: Have CIT Officer tour DuPage Health Department's "Living Room" (2018-2022).

Objective 4: CIT Officers join social services to conduct follow-up on mental health calls, (2018-2022).

STATUS: Objectives 1,2&4 met in 2018- the Department joined the DuPage CIT Organization. 25 officers completed the 40 hour CIT training class in 2018. Northeast DuPage Family and Youth Services (NEDFYS) began working with individuals under the age of 24 that require follow-up mental health services. In early 2019, NEDFYS will have an office within the PD and work with CIT officers in conducting follow-up mental health calls for individuals of all ages.

Goal 3: Increase scenario based training time.

Objective 1: In-room clearing techniques and immediate threat concepts, (2018-2022).

Objective 2: Incorporate more scenario based training into bi-monthly shoots, (2018-2022).

Objective 3: Train officers on .308 rifle, (2018-2022).

STATUS: Objective 3 is in progress. A course of fire has been created for the .308 rifle, training is to be scheduled.

Goal 4: Maintenance of weapons

Objective 1: Department armorers inspect 1/3 of handguns each year, (2018-2022).

Objective 2: Department armorers inspect 1/2 of rifles each year, (2018-2022).

Objective 3: Department armorers inspect shotguns three times per year, (2018-2022).

Objective 4: Increase department armorers to replace retiring armorers, (2018-2022).

STATUS: Objectives 1-4 met for 2018. Inspections have been completed according to the 2018 schedule. Officer Schon is scheduled to attend armorer training in early 2019.

Goal 5: Vision statement

Objective: Develop vision statement for police department as guide officer to the future, (2018)

STATUS: No Progress

Goal 6: Formalization of forms

Objective 1: Have standard numbering system for all forms, (2018 – 2022).

Objective 2: Create accountability for all agency forms, (2018)

STATUS: Objectives 1 &2 met. A forms accountability process has been implemented, policy language has been created and forms continue to be uploaded to PowerDMS.

Goal 7: Conduct table-top exercise at hospital for active shooter

Objective: Events in 2018, 2020, 2022

STATUS: Objective met for 2018. Members participated in a tabletop exercise involving an active shooter situation at Glenoaks Hospital. Members of the Department worked in groups alongside Glenside Fire Department and hospital staff.

Goal 8: Rapid deployment training at all schools

Objective 1: Conduct rapid deployment training at all schools in Village, (2018-2022).

Objective 2: Educate all school employees on violence prevention, (2018-2022).

STATUS: Objectives 1 &2 met in 2018. Patrol officers and members of investigations conducted active shooter training in the first half of 2018 for District 15 and 16 schools.

Goal 9: Update mission statement of the department

Objective: Develop team to review new mission statement for the Police Department, (2018).

STATUS: In Progress-A committee has been developed and will have their first meeting in February 2019.

Goal 10: CALEA Accreditation

Objective 1: 2018, 2019, 2010 off-site assessment

Objective 2: 2021 on-site assessment at police department

STATUS: In Progress – the Department is scheduled for an off-site assessment the week January 19, 2019.

Goal 11: Continue to achieve the department mission and Community Oriented Policing Philosophy by reaching out to established minority groups within the Village.

Objective 1: Continue to have regular meetings with representatives of NAACP and Unity Outreach, (2018-2022).

Objective 2: Continue to work with Solidarity DuPage and the Hispanic Community of Glendale Heights, (2018-2022).

STATUS: Objectives 1 and 2 met for 2018.

Goal 12: Enhance Emergency Preparedness within the Village.

Objective 1: Conduct emergency operations center training with Executive Staff and Elected Officials, (2018, 2020, 2022).

Objective 2: Update Emergency Operations Plans, (2018, 2020, 2022).

Objective 3: Host first responder lunch for CERT and ESDA members, (2018-2022).

Objective 4: Update SNS plan for Village, (2018-2022).

Objective 5: Update Emergency Operations Plan for Village, (2018-2022).

STATUS: Objective 2 met for 2018. EMA Coordinator Sulak updated the emergency operations plan which was approved by DuPage County Homeland Security and Emergency Management in September 2018. There has been no progress on the remaining objectives.

Goal 13: Develop 5 Year plan for the Police Department.

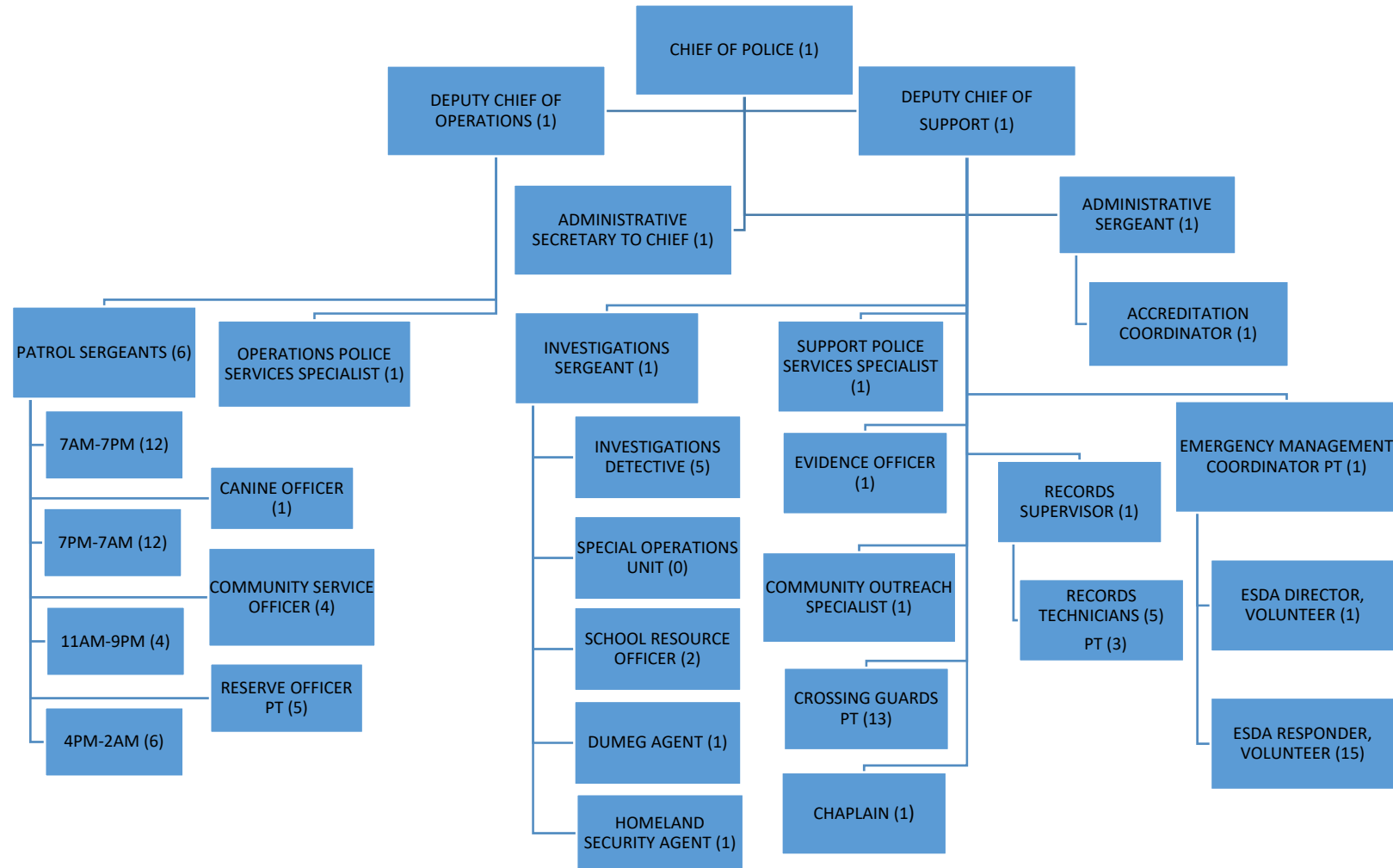
Objective 1: Use training tasks identified by the Illinois Law Enforcement Training Board to implement training programs, (2018-2022).

Objective 2: Complete five-year plan of all equipment needs, including vehicles and weapons, (2018-2022).

Objective 3: Define Department training needs for next five years, (2018-2022).

STATUS: No Progress

FY 2019/2020 VILLAGE OF GLENDALE HEIGHTS POLICE DEPARTMENT



The Police Department is organized into two Divisions, Operations and Support. It has an authorized strength of 54 full time sworn officers. The Support Division responsibilities include Investigations, School Resource Officers, Safety Town, CALEA, Community Outreach, budget and grant funding, records management, E911 ESDA and evidence management. The Operations Division responsibilities include Community Oriented Policing, police training, firearms range, accident investigation, animal control, patrol, traffic citations, service calls and crime prevention. 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 full-time employees 69, part-time 24 for a grand total of 108 employees; 15 of which are 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 Sergeant, 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1210-521.10-10	F-TIME & REG.PART TIME	412,558.00	414,957.83	506,579.00	428,765.63	560,927.00
101-1210-521.10-11	HOLIDAY WORKED PAY	0.00	0.00	0.00	0.00	0.00
101-1210-521.10-99	OVERTIME PAY	1,000.00	978.96	1,023.00	1,014.28	1,500.00
101-1210-521.15-10	FICA-EMPLOYER	16,826.00	15,989.39	17,635.00	16,303.59	17,782.00
101-1210-521.16-13	TUITION REIMBURSEMENT	4,983.00	4,982.85	3,500.00	1,777.05	17,006.00
101-1210-521.16-14	TRAVEL FOR MEETING & CONF	1,500.00	32.50	1,750.00	1,839.70	2,150.00
101-1210-521.16-15	TRAINING & SEMINARS	38,517.00	33,299.95	40,177.00	37,190.90	40,977.00

101-1210-521.16-16	MEDICARE - EMPLOYER	5,982.00	5,723.04	7,346.00	5,912.49	8,133.00
101-1210-521.16-31	EMPLOYEE-SEVERANCE PAY	0.00	0.00	0.00	0.00	0.00
101-1210-521.24-12	PRINTING & BINDING	380.00	327.45	380.00	295.00	380.00
101-1210-521.24-15	EMPLOYEES PHYSICAL EXAM	0.00	0.00	0.00	0.00	0.00
101-1210-521.24-17	POLYGRAPH TEST	320.00	0.00	320.00	0.00	320.00
101-1210-521.24-32	SOFTWARE SUPPORT & MAINT	2,149.00	1,603.00	3,487.00	1,698.04	4,129.00
101-1210-521.24-99	OTHER PURCHASE-SERVICES	0.00	0.00	2,000.00	1,250.00	1,480.00
101-1210-521.32-14	COMPUTER-SOFTWARE	0.00	0.00	0.00	0.00	0.00
101-1210-521.35-10	MAJOR CRIME CONTINGENCY	0.00	0.00	0.00	0.00	0.00
101-1210-521.35-99	OTHER POLICE GEN.SUPLS.	200.00	29.61	200.00	220.00	200.00
101-1210-521.37-10	UNIFORMS	45,000.00	42,565.61	45,000.00	47,528.47	45,500.00
101-1210-521.37-99	OPERATING SUPPLIES	0.00	0.00	1,135.00	1,134.16	0.00
101-1210-521.62-10	MEMBERSHIP DUES	4,810.00	4,830.00	5,200.00	4,425.00	4,660.00
101-1210-521.62-11	SUBSCRIPTIONS	295.00	70.00	300.00	70.00	300.00
101-1210-521.69-13	ACCREDITATION (CALEA)	8,736.00	8,954.20	6,245.00	9,798.61	5,995.00
101-1210-521.69-14	MISCELLANEOUS LICENSES	375.00	326.00	325.00	326.00	330.00
101-1210-521.69-50	MISC. SAFETY TOWN EXPENSE	0.00	0.00	0.00	0.00	0.00
101-1210-521.69-51	MISC. DARE EXPENSE	0.00	0.00	0.00	0.00	0.00
101-1210-521.69-79	MISCELLANEOUS EXPENSE	0.00	20.00	0.00	0.00	0.00
101-1210-521.69-88	JUVENILE DIVERSION PROG	0.00	0.00	0.00	0.00	0.00
101-1210-911.81-10	POLICE DEPARTMENT	0.00	0.00	185,210.00	141,757.58	146,751.00
101-1210-911.84-99	FURNITURE & FIXTURE	0.00	0.00	0.00	0.00	0.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1211-522.10-10	F-TIME & REG.PART TIME	3,977,998.00	3,926,670.44	4,194,918.00	4,239,898.00	4,126,381.00
101-1211-522.10-11	HOLIDAY WORKED PAY	103,397.00	103,396.04	103,795.00	110,796.41	123,248.00
101-1211-522.10-12	PART TIME OFFICER	13,000.00	10,115.38	15,450.00	7,338.12	15,000.00
101-1211-522.10-13	DETAIL PAY	7,000.00	7,020.00	7,000.00	7,090.00	7,000.00
101-1211-522.10-99	OVERTIME PAY	326,712.00	223,321.22	339,900.00	317,472.21	351,587.00

101-1211-522.15-10	FICA-EMPLOYER	18,264.00	16,178.02	18,196.00	16,405.75	18,829.00
101-1211-522.16-16	MEDICARE - EMPLOYER	64,970.00	59,318.97	67,906.00	78,662.79	68,272.00
101-1211-522.16-31	EMPLOYEE-SEVERANCE PAY	23,494.00	23,493.60	123,600.00	122,111.52	10,393.00
101-1211-522.35-11	AMMUNITIONS	11,853.00	11,852.27	14,000.00	14,000.00	12,000.00
101-1211-522.35-12	TARGETS FOR GUN RANGE	500.00	344.84	500.00	270.58	500.00
101-1211-522.35-13	K-9	3,800.00	2,566.13	3,800.00	2,360.41	4,000.00
101-1211-522.37-84	CAR WASH	2,000.00	1,773.52	3,000.00	2,179.00	3,000.00
101-1211-522.37-99	OPERATING SUPPLIES	2,600.00	1,404.18	3,000.00	907.92	3,000.00
101-1211-522.39-99	OPERATING EQUIPMENT	3,890.00	3,889.99	8,466.00	8,466.00	25,690.00
101-1211-522.53-10	POLICE DEPARTMENT	2,500.00	2,292.06	2,500.00	2,115.32	2,500.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1212-523.10-10	F-TIME & REG.PART TIME	1,187,716.00	1,172,884.99	1,105,041.00	1,118,439.53	1,165,030.00
101-1212-523.10-11	HOLIDAY WORKED PAY	20,585.00	2,643.03	18,837.00	1,092.52	17,498.00
101-1212-523.10-98	TEMPORARY HELP	0.00	0.00	0.00	0.00	0.00
101-1212-523.10-99	OVERTIME PAY	115,000.00	107,595.19	111,525.00	122,372.36	86,840.00
101-1212-523.15-10	FICA-EMPLOYER	3,938.00	3,365.32	3,938.00	3,435.22	6,164.00
101-1212-523.16-14	TRAVEL, MEETING & CONF.	0.00	0.00	0.00	0.00	0.00
101-1212-523.16-16	MEDICARE - EMPLOYER	19,435.00	17,782.47	18,648.00	21,179.31	19,514.00
101-1212-523.16-31	EMPLOYEE-SEVERANCE PAY	0.00	0.00	24,720.00	24,314.73	16,996.00
101-1212-523.24-12	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00
101-1212-523.24-99	OTHER PURCHASE-SERVICES	9,000.00	7,337.58	9,000.00	7,164.28	9,000.00
101-1212-523.35-16	INVESTIGATION-CONTINGENCY	750.00	750.00	750.00	750.00	750.00
101-1212-523.35-99	OTHER POLICE GEN.SUPPLIES	4,700.00	4,622.45	4,700.00	4,648.52	5,700.00
101-1212-523.37-99	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-1212-523.39-99	OPERATING EQUIPMENT	4,500.00	4,450.00	0.00	0.00	0.00
101-1212-523.52-10	LEASES-EQUIPMENTS	625.00	408.00	408.00	408.00	408.00
101-1212-523.62-10	MEMBERSHIP DUES	410.00	340.00	770.00	340.00	550.00
101-1212-523.62-11	SUBSCRIPTIONS	816.00	816.00	816.00	816.00	816.00
101-1212-523.69-79	TOWING EXPENSE	250.00	75.00	775.00	525.00	250.00
101-1212-524.37-99	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-1212-911.81-10	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00

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, and 6 full-time & 6 part-time civilian records technicians.

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1213-524.10-10	F-TIME & REG.PART-TIME	558,966.00	513,789.60	572,674.00	529,577.07	600,983.00
101-1213-524.10-11	HOLIDAY WORKED PAY	9,824.00	9,823.16	12,358.00	3,476.32	0.00
101-1213-524.10-13	CROSSING GUARDS	56,433.00	45,465.26	52,148.00	44,934.38	55,016.00
101-1213-524.10-99	OVERTIME PAY	8,725.00	9,652.37	9,203.00	9,939.33	5,648.00
101-1213-524.15-10	FICA-EMPLOYER	32,245.00	31,576.19	35,938.00	31,939.22	31,160.00
101-1213-524.16-16	MEDICARE - EMPLOYER	9,134.00	8,288.95	9,345.00	8,401.84	8,440.00
101-1213-524.16-31	EMPLOYEE-SEVERANCE PAY	0.00	0.00	0.00	0.00	31,680.00
101-1213-524.24-12	PRINTING & BINDING	9,500.00	9,187.70	9,500.00	5,775.10	9,500.00
101-1213-524.24-26	COMPUTER DATA ACCESS	53,445.00	40,861.03	54,683.00	52,403.94	74,099.00
101-1213-524.24-99	OTHER PURCHASED SERVICES	2,491.00	2,490.09	0.00	0.00	0.00
101-1213-524.31-99	OFFICE SUPPLIES	1,200.00	1,124.85	1,200.00	917.87	1,200.00
101-1213-524.35-15	VETERINARY COST	500.00	260.75	500.00	198.50	500.00
101-1213-524.35-99	OTHER POLICE GEN.SUPPLIES	4,300.00	3,808.56	4,300.00	2,826.22	4,300.00
101-1213-524.37-80	GAS & FUEL	83,000.00	83,778.44	101,000.00	80,322.96	91,113.00
101-1213-524.39-99	OPERATING EQUIPMENT	2,771.00	2,771.00	1,000.00	395.21	1,000.00
101-1213-524.51-10	TELEPHONE	360.00	359.40	360.00	359.40	360.00
101-1213-524.52-10	LEASES-EQUIPMENTS	14,475.00	12,900.85	12,000.00	8,481.21	12,000.00
101-1213-524.53-10	R&M OPERATING EQUIPMENT	63,535.00	52,479.89	60,035.00	54,574.48	55,238.00
101-1213-524.69-24	ANIMAL IMPOUNDMENT	3,150.00	2,490.99	1,650.00	1,226.99	3,150.00
101-1213-524.69-80	RODENT TRAPPING	1,700.00	1,400.00	3,200.00	3,200.00	2,925.00
101-1213-524.69-81	CONSOLIDATED DISPATCH EXP	524,373.00	524,373.00	524,373.00	349,582.00	553,345.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1214-525.35-99	OTHER POLICE GEN.SUPPLIES	14,000.00	14,148.20	14,000.00	12,027.56	14,000.00

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

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1299-521.58-10	PULL TAB TAX	2,500.00	420.00	2,500.00	420.00	4,000.00
101-1299-521.58-11	D.U.I.	16,250.00	8,329.63	15,500.00	13,898.77	3,500.00
101-1299-521.58-12	COURT DRUG FINES	3,000.00	216.00	3,000.00	216.00	3,000.00
101-1299-521.58-14	SEX OFFENDER REGIST FUND	3,000.00	0.00	3,000.00	1,820.00	3,000.00
101-1299-521.58-20	STATE TOBACCO GRANTS	5,000.00	386.93	5,000.00	0.00	5,000.00
101-1299-521.58-22	SUPERVISION FINES	15,000.00	10,791.66	15,000.00	3,788.10	15,000.00
101-1299-521.58-23	ELECTRONIC CITATION FEES	2,000.00	0.00	2,000.00	0.00	2,000.00
101-1299-521.58-25	EVIDENCE SEIZED CASH	0.00	10,790.00	0.00	310.00	0.00
101-1299-521.58-26	STATE FORFEITURES FUND	0.00	18,250.00	0.00	1,995.00	0.00
101-1299-521.58-27	FEDERAL FORFEITURE FUND	0.00	144.49	13,140.00	23,360.00	0.00
101-1299-521.58-28	DARE ACCOUNT	0.00	0.00	0.00	98.80	0.00
101-1299-521.58-60	COMMUNITY ORIENTED POLICE	0.00	9,331.95	3,000.00	10,494.61	12,950.00
101-1299-521.58-61	GUN RANGE	0.00	5,365.00	6,000.00	0.00	6,000.00
101-1299-521.69-50	MISC. SAFETY TOWN EXPENSE	3,000.00	0.00	3,000.00	0.00	0.00

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

\$521,620

FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
439,249.00	428,187.02	494,165.00	521,620.00

SIGNIFICANT ACCOMPLISHMENTS IN FY 2018/2019

As one of many support departments within the Village, the Finance Department is charged with the custody and management of fiscal operations in accordance with both Village policies and regulations, and governmental accounting standards. For the fiscal year that ended April 30, 2018, total assets grew by more than \$2.76 million from \$162 to a total \$165 million, while total revenues remained steady compared to the prior fiscal year, at \$51 million. The Villages' primary fund, which is the General Fund, reported a reserve balance of \$13.35 million, and represents a fourth straight year of positive growth. Reserves are now at a level of 7.4 months equivalent expenditures, exceeding the Village's policy of 4 months and the level recommended by the Government Finance Officers Association (GFOA) of 2 months.

Fueling this favorable growth pattern has been the steady increase in state shared sales taxes, local real estate transfer taxes and building permits. Trend information for the past four years is shown in the following table:

In its most recent report, Moody's Investors Service assigned the Village's credit rating as Aa3, citing among its strengths as having:

- Ample reserves
- Stable operations
- Flexibility derived from Home Rule status

Although property tax bills are still a few months away from arriving in mailboxes, residents and businesses within the Village will be pleased to learn that there has been no increase to the Village's tax levy for 2019. With a strengthening national, state and local economy, and due to a continued commitment of fiscal responsibility, the Village was able to hold the line on the tax levy. Since 2008, the Village's tax levy has gone up by an aggregate of 6.93%, comparing quite favorably to School District tax levies (which comprise nearly three-quarters of the overall tax burden) for the same time span as shown below:

Taxing Authority	% Increase 2008-2017
District 15	+21.18%
District 16	+18.10%
District 41	+18.80%
District 200	+28.21%
District 87	+21.41%
College of DuPage	+34.40%
Village	+6.93%

On February 22, 2018, the GFOA awarded the Village of Glendale Heights with a Certificate of Achievement for Excellence in Financial Reporting for its 2017 Comprehensive Annual Financial Report (CAFR). This is the 35th consecutive year in which the Village has received this award. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

On January 18, 2018, the GFOA awarded the Village with the Distinguished Budget Presentation Award for its fiscal year 2018 budget document. This award is the highest form of recognition in governmental budgeting. In order to receive this award, the Village must publish a budget document that meets program criteria as a policy document, as a financial

plan, as an operations guide, and as a communications device. This marks the fifth year that the Village has been a recipient of this award.

Both the CAFR and budget document are available for viewing on the Village's website.

FY 2019/20 GOALS AND OBJECTIVES

FINANCE DEPARTMENT

Goal #1: Continue to maintain high levels of professional accounting, reporting and budgetary 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

Goal #2: Obtain an unmodified audit opinion in conjunction with the completion of the FY 2019 annual independent audit

Goal #3: Continue to implement internal efficiencies by reviewing, enhancing and/or implementing operational process flow changes aimed at reducing redundancy, improving communication and centralizing and protecting information

- ❖ Continue the engagement of internal meetings aimed at application optimization; the objective being to continue efforts to work with Human Resources and Payroll staff to implement full software functionality that will eliminate duplicative and unnecessary record keeping, enhance document workflow, and streamline the calculation of salary and fringe estimates for the annual budget
- ❖ Continue to work within other Village departments to evaluate manual processes and recommend changes that will reduce the reliance on external systems to perform core functions, streamline operations, and reduce processing costs by documenting end-to-end existing and new workflow processes
- ❖ Implement the Asset Management Plus module in Central Square, that will automatically generate a capital or controlled asset record based upon selections made in the Purchase Order / Accounts Payable processes. This enhancement will greatly reduce a very time consuming task associated with manually tracking capital items, maintaining custody records of assets, calculating depreciation, recording gain or loss of disposals, and accurately recording the book values of capital items
- ❖ Continue work to revise daily receipt reconciliations to expedite month-end close to 15 business days
- ❖ 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 the Central Square product

Goal #4: Complete and implement Fringe Benefit taxation policies and guidelines

Goal #5: Prepare for and complete a successful General Obligation Bond sale that (1) provides new funds which will be dedicated towards the Village-wide Water Meter/Meter Reading device replacement project, and (2) refunds the remaining portion of the 2009 and 2010 Build America Bond issues

Goal #6: Perform an annual compliance audit of all business establishments within the Village, which are eligible for or subject to the local Food and Beverage Tax

Goal #7: Complete upgrade of COGNOS to COGNOS version 11

Goal #8: Revise chart of accounts for consistency across all departments, enhance reporting functions by eliminating crosswalks, and conform to Central Square's Chart Of Accounts format

Goal #9: Successfully complete the transition from the Administrative Services Manager to Purchasing Agent

Goal #10: Insurance Requirements

- ❖ Continued efforts are being made to establish boilerplate insurance requirements for vendors that serve the Village in various capacity and provide materials and supplies

Goal #11: Boiler Plate Documents

- ❖ A review and update of the general purchasing documents, including the purchase order, and bid documents, including general conditions, for commodity/services, and construction, will be completed by the fiscal year second quarter

Goal #12: Landlord Tenant Agreement and Payments

- ❖ As the number of residential rental properties increase, modifications to our landlord and tenant application and process of closing accounts is necessary
- ❖ To better ensure compliance of both the Village rental license program, collection of all outstanding water payments prior to establishing a new service for a new tenant, and clear communication to the property owner as to their legal responsibility, we are establishing a new process and landlord and tenant agreement; the new form and process will be activated no later than the fiscal year first quarter

Goal #13: Animal Licensing

- ❖ Evaluate the cost/benefit value of continuing to provide a Local Pet Licensing program. Continued efforts will be made to increase the actual percentage of pet registrations compared to actual pets owned within the community; also, further attempts to obtain rabies registrations from DuPage County to identify pet owners

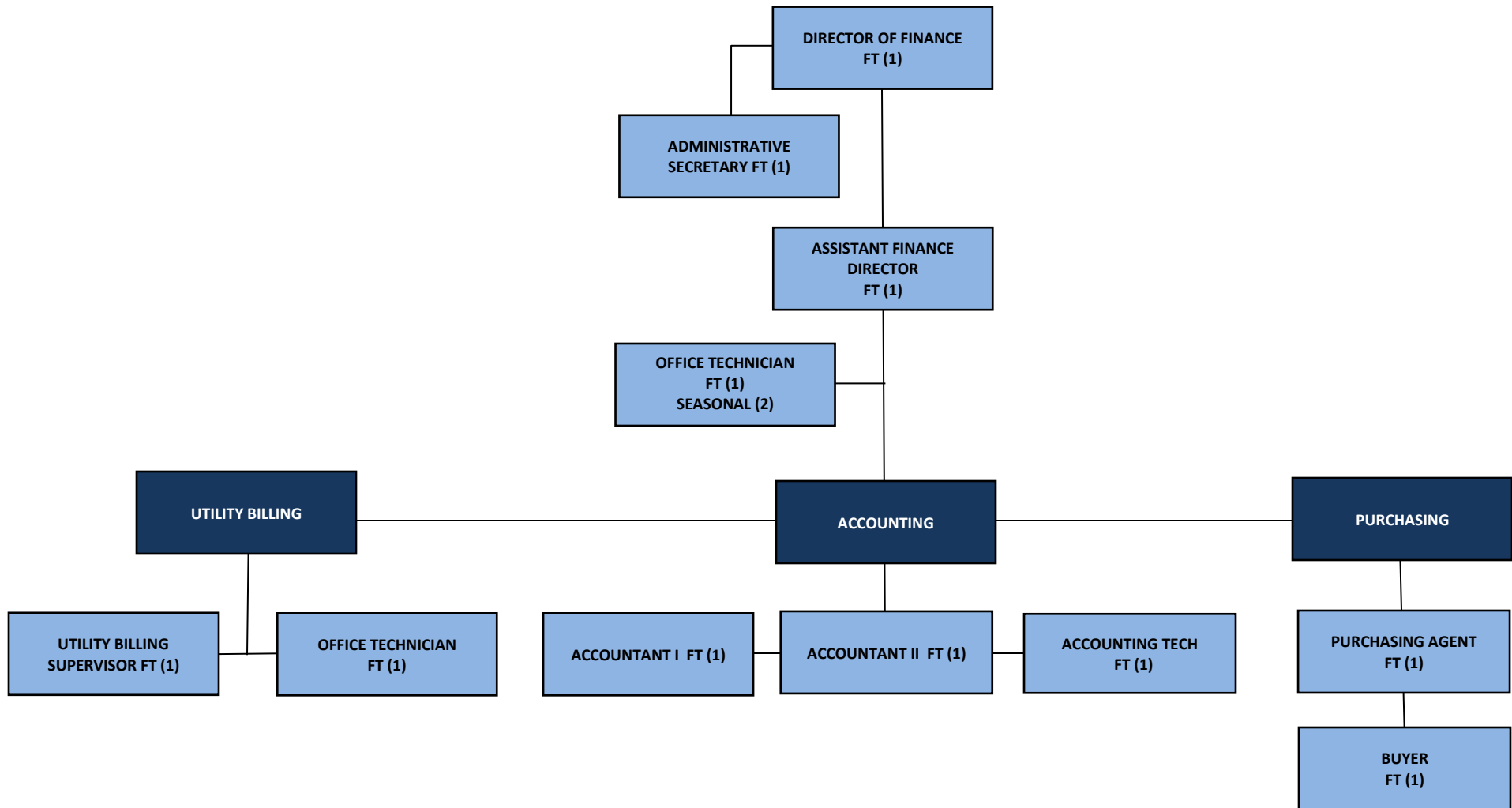
PROPOSED FINANCE BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1310-514.10-10	F-TIME & REG.PART TIME	361,423.00	362,809.85	419,671.00	420,337.57	438,523.00
101-1310-514.15-10	FICA-EMPLOYER	21,449.00	21,658.52	26,021.00	24,966.96	27,188.00
101-1310-514.16-14	TRAVEL FOR MEETING & CONF	150.00	0.00	150.00	0.00	150.00
101-1310-514.16-15	TRAINING & SEMINARS	850.00	515.00	850.00	705.00	850.00
101-1310-514.16-16	MEDICARE-EMPLOYER	5,272.00	5,127.92	6,085.00	5,930.36	6,359.00
101-1310-514.21-10	AUDITING	34,080.00	33,955.00	37,355.00	37,355.00	35,400.00
101-1310-514.21-99	OTHER PROFESSIONAL	11,000.00	3,425.00	14,000.00	6,475.55	7,000.00
101-1310-514.24-12	PRINTING & BINDING	2,900.00	2,770.99	3,400.00	2,623.06	3,600.00
101-1310-514.31-99	OFFICE SUPPLIES	1,475.00	524.74	2,925.00	913.79	1,900.00
101-1310-514.62-10	MEMBERSHIP DUES	650.00	650.00	650.00	650.00	650.00

FY 2019 / 2020

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

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, sale of real estate transfer stamps, vehicle stickers, animal licenses, garage sale permits and assisting the Village Administrator with budget preparation. The Utility Billing division is responsible for water meter readings and the processing of utility bills and other public services. The Purchasing division is responsible for the procurement of goods and services. Total number of employees: 11 Full-Time and 2 Seasonal

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

\$809,622

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Administration	364,678.00	359,608.70	380,658.00	286,789
Information Services	581,806.00	497,442.88	495,121.00	522,833
TOTAL DIVISION	946,484.00	857,051.58	875,779.00	809,622

SIGNIFICANT ACCOMPLISHMENTS IN FY 2018/19

The Department of Administrative Services provides a diverse group of services and support to Village residents and businesses, while also supporting various internal operational needs of all village departments. Our services span from Water Billing, Licensing, Purchasing and Information Systems.

WATER BILLING DIVISION

The Division of Water Billing is responsible for the processing and receipt of payment of water bills for residential, commercial, industrial, and non-profit water customers of the Village. The process of water billing begins with obtaining the actual monthly consumption of water for each customer to ensure accuracy of each bill. This is accomplished by the measurement of usage from the previous reading of your water meter to your current read that has been utilized in thousand gallon increments. The Village bills only for the water used that has exceeded one thousand gallons. An example would be if your meter reported the water use of 2,975 gallons, your bill for this period would be a charge only for the 2,000 gallons of usage with the 975 gallons billed only after you use an additional 25 gallons in a future billing period.

During the 2018 calendar year, the Village collected meter reads for water usage by our customers totaling 773 million gallons and issued 106,213 customer bills. The actual cost of water paid to the DuPage Water Commission totaled just over \$3.9 million.

In addition to convenient online payments and automatic payment options, the Village has successfully launched our paperless water billing options. To learn more about our convenient billing and paperless options, please visit the Village website and click on "Pay Water Bill".

The Village encourages all water customers to be alert to potential water leaks within their homes and businesses, and to practice water conservation measures.

LICENSING DIVISION

The Division of Licensing provides the annual renewals of business licenses, vehicle stickers, pet licensing, garage sale permits, and the processing of real estate transfer stamps. Some of the unknown services provided by our customer service counter include voter registration and notary services. During the 2018 calendar year, the Village issued 310 garage sale permits, 713 animal tags, issued 824 real estate transfer stamps and 21,718 vehicle stickers to residents and businesses. Vehicle sticker applications will be mailed to homes in May. As always, we encourage everyone to purchase their stickers early by mail, or in person to avoid long lines as we near the June 30th due date.

INFORMATION SYSTEMS DIVISION

As the Village relies heavily on technologies for our daily operations, our Information Systems (IS) Division continues to work diligently behind the scenes ensuring that our network infrastructure is safe from unauthorized access, data loss, and data corruption under a stable and redundant infrastructure

During the past year, significant improvements have been successfully completed including:

- A fiber network connecting Village Hall to both the Public Works Facilities and the Glendale Lakes Golf Course. The capacity of the fiber bandwidth has been significantly expanded providing improved data flow between facilities, while eliminating costly telephone circuits and antiquated data connections.
- An upgrade to the Village document management system providing secure storage of imaged documents. Over the next year, the IS team will move forward to establish a redundant storage site to provide an additional repository for such important documents.
- A storage area network and two virtual hosts have been deployed at the Public Works Administration building. Such improvements have upgraded and expanded the capacity for both the Village Supervisory Control and Data Acquisition (SCADA) systems and provided much needed redundancy for a variety of applications.

PURCHASING DIVISION

The Division of Purchasing is responsible for the overall procurement processes within the Village. Under a centralized policy, guidelines are set to ensure all purchases will be made to obtain quality services and goods, receive competitive prices, while ensuring legal regulations are followed. The Village continually utilizes various purchasing methods including price quotes, competitive sealed proposals and bids, requests for qualifications, and participation in

joint government and cooperative agreements such as the State of Illinois. The Purchasing Division is also tasked with the sale of surplus property.

You can view the Village Purchasing web page for listings of the competitive procurement solicitations, and the sale of Village surplus property currently underway.

FY 2019/20 GOALS AND OBJECTIVES

Goal #1: Successfully complete the transition from the Administrative Services Manager to Purchasing Agent

Goal #2: Insurance Requirements

- ❖ Continued efforts are being made to establish boilerplate insurance requirements for vendors that serve the Village in various capacity and provide materials and supplies

Goal #3: Boiler Plate Documents

- ❖ A review and update of the general purchasing documents, including the purchase order, and bid documents, including general conditions, for commodity/services, and construction, will be completed by the fiscal year second quarter

Goal #4: Landlord Tenant Agreement and Payments

- ❖ As the number of residential rental properties increase, modifications to our landlord and tenant application and process of closing accounts is necessary
- ❖ To better ensure compliance of both the Village rental license program, collection of all outstanding water payments prior to establishing a new service for a new tenant, and clear communication to the property owner as to their legal responsibility, we are establishing a new process and landlord and tenant agreement; the new form and process will be activated no later than the fiscal year first quarter

Goal #5: Animal Licensing

- ❖ Evaluate the cost/benefit value of continuing to provide a Local Pet Licensing program. Continued efforts will be made to increase the actual percentage of pet registrations compared to actual pets owned within the community; also, further attempts to obtain rabies registrations from DuPage County to identify pet owners

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1810-517.10-10	F-TIME & REG.PART-TIME	307,989.00	308,066.05	330,011.00	322,030.37	236,692.00
101-1810-517.10-98	TEMPORARY HELP	3,308.00	3,307.50	3,331.00	3,975.34	3,500.00
101-1810-517.10-99	OVERTIME PAY	1,000.00	13.50	511.00	170.31	0.00
101-1810-517.15-10	FICA-EMPLOYER	19,312.00	18,225.22	20,651.00	19,156.16	14,675.00
101-1810-517.16-14	TRAVEL FOR MEETING & CONF	100.00	0.00	100.00	0.00	100.00
101-1810-517.16-15	TRAINING & SEMINARS	250.00	0.00	250.00	30.00	750.00
101-1810-517.16-16	MEDICARE-EMPLOYER	4,534.00	4,262.56	4,829.00	4,480.21	3,432.00
101-1810-517.21-99	PROFESSIONAL-OTHERS	1,495.00	1,795.00	1,495.00	2,490.00	1,495.00
101-1810-517.24-12	PRINTING & BINDING	11,275.00	10,995.72	12,200.00	12,045.86	12,250.00
101-1810-517.24-14	ADVERTISING	3,500.00	3,719.33	3,500.00	2,953.12	4,000.00
101-1810-517.31-99	OFFICE SUPPLIES	250.00	114.66	250.00	85.62	350.00
101-1810-517.37-99	OPERATING SUPPLIES	8,500.00	6,959.50	8,875.00	6,602.08	6,375.00
101-1810-517.62-10	MEMBERSHIP DUES	415.00	408.00	420.00	403.00	420.00
101-1810-517.69-21	RECORDING FEES	1,250.00	576.50	1,950.00	1,638.00	1,250.00
101-1810-517.69-22	LICENSES	1,500.00	1,361.22	1,500.00	824.69	1,500.00

ADMINISTRATIVE SERVICES: INFORMATION SYSTEMS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The I.S. Division of the Administrative Services Department consists of two personnel and a contracted specialized Technology 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 coordinates our Central Square Technologies® cloud based solution 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.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1811-517.10-10	F-TIME & REG.PART-TIME	136,211.00	137,802.93	159,119.00	145,029.20	149,141.00
101-1811-517.10-99	OVERTIME PAY	1,000.00	1,594.24	1,534.00	1,964.30	1,500.00
101-1811-517.15-10	FICA-EMPLOYER	8,507.00	8,441.89	9,930.00	8,898.93	9,340.00
101-1811-517.16-14	TRAVEL FOR MEETING & CONF	100.00	0.00	100.00	0.00	100.00
101-1811-517.16-15	TRAINING & SEMINARS	17,960.00	10,271.48	3,500.00	8,331.39	2,550.00
101-1811-517.16-16	MEDICARE-EMPLOYER	190.00	1,974.39	2,322.00	2,081.20	2,184.00
101-1811-517.21-15	NETWORK-CONSULTING	142,880.00	141,781.02	145,214.00	147,879.38	146,955.00
101-1811-517.22-10	COMPUTER EQUIPMENTS	775.00	771.48	0.00	0.00	2,800.00
101-1811-517.24-12	PRINTING & BINDING	50.00	0.00	50.00	0.00	50.00
101-1811-517.24-31	HTE ANNUAL SERV.CONTRACT	48,240.00	48,240.00	48,240.00	48,240.00	50,650.00
101-1811-517.24-32	SOFTWARE SUPPORT & MAINT	34,620.00	28,059.65	44,360.00	54,569.48	55,450.00
101-1811-517.31-99	OFFICE SUPPLIES	100.00	24.83	100.00	0.00	100.00
101-1811-517.32-13	COMPUTER SPECIALIZED SUPL	1,750.00	1,501.14	1,250.00	635.90	1,000.00
101-1811-517.32-14	COMPUTER SOFTWARE	38,530.00	9,390.26	50,447.00	32,090.23	20,863.00
101-1811-517.32-15	COMPUTER EQUIPMENT	45,900.00	44,343.10	24,300.00	21,028.19	37,320.00
101-1811-517.51-10	TELEPHONE	40,993.00	37,558.98	53,690.00	50,751.20	41,830.00
101-1811-517.55-30	OTHER COMPUTER EQUIPMENT	1,500.00	1,129.82	2,700.00	966.49	1,000.00
101-1811-517.83-15	SOFTWARES	30,000.00	0.00	23,700.00	4,000.00	0.00
101-1811-517.83-30	OTHER COMPUTER EQUIPMENT	32,500.00	28,576.77	0.00	0.00	0.00

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

\$1,245,722

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ESTIMATED	2018/19 BUDGET	2019/20 BUDGET
Administration	590,408.00	583,620.90	575,510.00	691,370
Inspection Services	479,569.00	455,835.95	486,534.00	554,352
TOTAL DIVISION	1,069,977.00	1,039,456.85	1,062,044.00	1,245,722

FY 2018/19 SIGNIFICANT ACCOMPLISHMENTS

The Community Development Department focuses on maintaining and improving property values within the Village by encouraging economic development, performing construction oversight, licensing rental property, inspecting property when sold and monitoring property maintenance.

Economic development continues to be one of our highest priorities. We encourage new businesses to locate to Glendale Heights, and we work with existing businesses on any issues that may arise to support their long-term commitment to the Village. Increased economic development improves property values, increases the tax base through property tax and sales tax, 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 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 the Village Board of Trustees for final action. The Plan Commission considered 18 development proposals in 2018.

Once approved, staff continues to work with applicants as they submit building plans and construct new businesses. Each year, the number of building permits submitted has increased significantly. The Community Development Department received 4,185 permits in 2018, a 30% increase from the 2,949 permits in 2017.

In 2018, the Village continued to focus on economic development along the North Avenue corridor. Staff worked extensively with Duke Realty on redevelopment of an unincorporated 17-acre area on the north side of North Avenue, just west of Swift Road. The area was annexed and redeveloped with an 180,000 square foot industrial building. This very exciting project extended the Village boundary eastward, and eliminated a blighted area along the gateway to Glendale Heights.

Several outdated structures along North Avenue were demolished to improve marketability and make way for future development. Additional projects were approved or are currently under construction including Freddy's Frozen Custard and Steakburgers at the northwest corner of Glen Ellyn Road and North Avenue, which will begin construction in the spring of 2019. Construction of a new Jeep dealership was approved in 2018 and is currently under construction, and permits were issued for construction of a new Burger King and Popeye's restaurant at the southwest corner of Bloomingdale Road and North Avenue.

We maintained an open dialogue with shopping center property owners to provide assistance in locating new tenants to their centers and encouraging them to improve their facilities. Both Town Center at the northeast corner of Bloomingdale Road and Army Trail Road, and Willow Wood Shopping Center just south of Army Trail Road are undergoing significant remodels and upgrades. The Target store on Army Trail Road also underwent a multi-million dollar remodel in 2018. The former Dominick's on Army Trail Road was converted to a self-storage facility and small shops. May's Lounge began construction in 2018 and is expected to open soon. The Village was excited to see Family in Faith Food Pantry open their new facility after many years of fundraising and construction.

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. Staff identifies property maintenance violations; licenses and inspects rental property; conducts real estate transfer inspections and responds to resident complaints.

The Village works with landlords and tenants to ensure that 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. This program is important to deter crime and help protect property values in the community. There were 2,223 single family rental homes in 2018. Staff also inspects all common areas and a percentage of units of the 2,913 multi-family apartments in the Village.

Community Development Department staff also works with residents, developers and contractors to provide information and assist with zoning, building and flooding questions. It reviews new business applications and coordinates the reviews with the Fire Districts, Police

Department and Public Works Department. The Department responded to approximately 239 Freedom of Information Act requests in 2018. It also provided zoning verification letters and floodplain information to property owners upon request. Staff also assists residents with flooding problems and minimizing floodplain insurance requirements.

FY 2019/20 GOALS AND OBJECTIVES

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

- ❖ Focus economic development efforts along the North Avenue corridor
 - Implement comprehensive plan future land use map along the North Avenue corridor
 - Work with brokers, land owners and developers along the North Avenue Corridor to encourage development and redevelopment
- ❖ Meet with shopping center owners to encourage occupancy and property upgrades.
- ❖ Contact property owners of unincorporated properties to encourage annexation
- ❖ Work with Glenside and Bloomingdale Fire Districts to improve the efficiency of plan reviews and inspections

Goal #2: Evaluate types of required licenses

- ❖ Evaluate all license deadlines, processes and fees to determine if there are any customer service improvements or efficiencies that can be achieved
 - Determine if business license renewals can be combined with other licenses to improve customer service
 - Convert rental license processing to the financial system to send invoices and track payments
 - Review deadlines for all license types to appropriately combine or distribute workload for greater efficiency

Goal #3: Present the 2018 National Building Codes to the Village Board of Trustees for adoption

- ❖ Present proposed codes with amendments to the Ordinance Committee and Village Board
 - Evaluate the codes to determine the necessity of local amendments
 - Meet with Bloomingdale and Glenside Fire Districts to reach consensus on Code amendments and updates
 - Prepare appropriate ordinances and memos to present code amendments to the Ordinance Committee

Goal #4: Present the Village Board of Trustees with amendments to the zoning ordinance

- ❖ Evaluate zoning ordinance regulations to address current development trends and legislations
 - Compare sign, recreational vehicle and other regulations in Glendale Heights to other communities
 - Present findings to the Village Board of Trustees for consideration

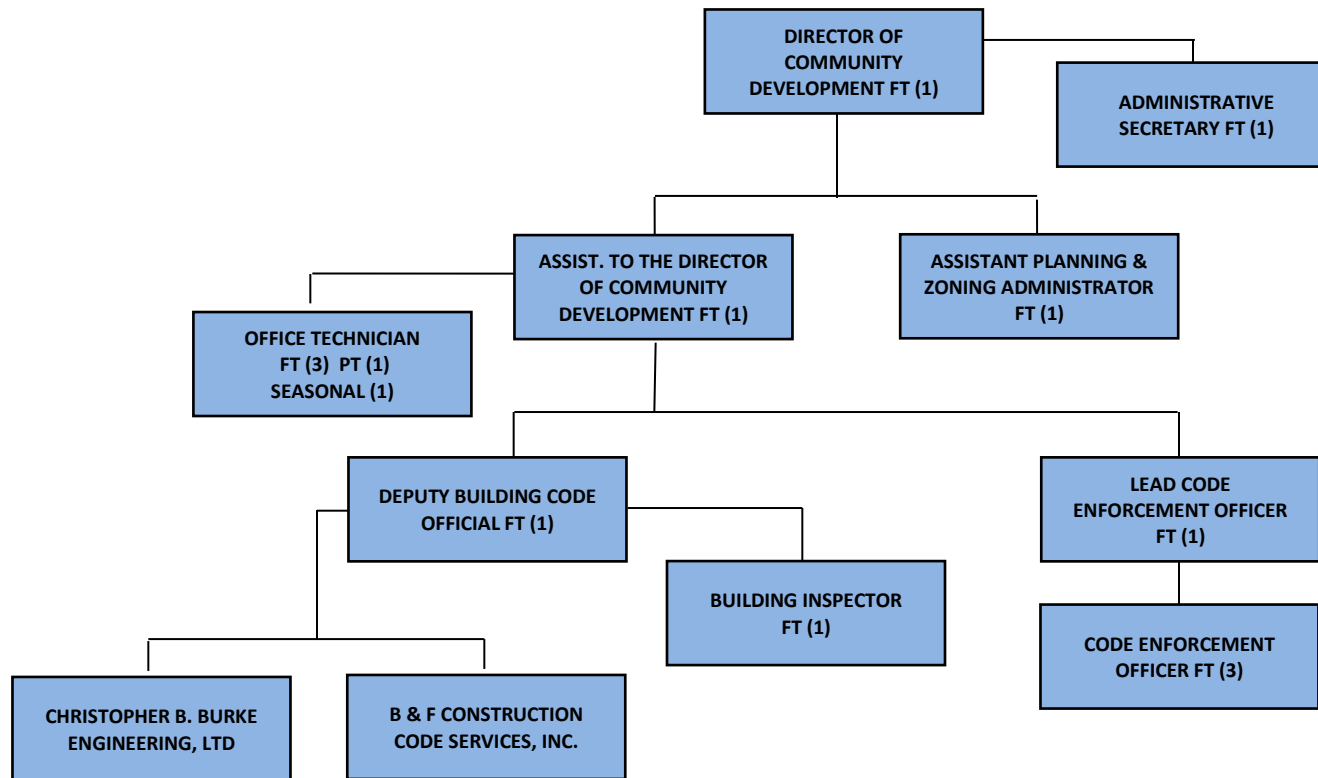
Goal #5: Participate in Preparation of 2020 Census

- ❖ Assist in preparation and implementation of 2020 Census
 - Prepare maps with annexed areas and provide to the Census Bureau to include in the Census
 - Participate on the Census Committee to help ensure maps are correct, find office space, identify stakeholders, help recruit staff and advertise the upcoming census

FY 2019 / 2020

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

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 Development is divided into two divisions; Administration and Inspection Services. Administration maintains oversight of the entire Department, Planning, Zoning, Economic Development, business licenses and office services. The Inspection Services Division consists of the Building, Rental, Real Estate Transfer, Crime Prevention and Code Enforcement. The Inspection Services Division inspects and enforces regulations related to construction, rental, real estate and property maintenance. The Division is also responsible for Crime Prevention Partnership and Administrative Adjudication. Two contracted service providers assist the Department. Christopher B. Burke Engineering performs engineering plan review and inspections. B & F Construction Code Services, Inc. assists with commercial building plan review and inspection. Community Development is the staff liaison to 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 number of employees: 13 Full-Time, 1 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1410-515.10-10	F-TIME & REG.PART TIME	477,472.00	485,947.65	488,215.00	514,046.27	591,146.00
101-1410-515.10-98	TEMPORARY HELP	5,435.00	5,434.71	6,330.00	4,770.39	7,000.00
101-1410-515.10-99	OVERTIME PAY	100.00	108.44	102.00	6.14	100.00
101-1410-515.15-10	FICA-EMPLOYER	29,844.00	29,035.73	31,990.00	30,565.22	36,437.00
101-1410-515.16-14	TRAVEL FOR MEETING & CONF	100.00	0.00	100.00	0.00	100.00
101-1410-515.16-15	TRAINING & SEMINARS	660.00	590.00	660.00	80.00	660.00
101-1410-515.16-16	MEDICARE - EMPLOYER	7,079.00	6,872.49	7,480.00	7,256.76	8,727.00
101-1410-515.24-12	PRINTING & BINDING	7,350.00	4,770.98	4,500.00	3,653.38	6,000.00
101-1410-515.24-13	PUBLICATIONS	100.00	843.96	600.00	600.00	0.00
101-1410-515.24-99	OTHER PURCHASE-SERVICES	43,305.00	37,582.24	44,083.00	10,153.66	33,000.00
101-1410-515.31-10	BINDERS & ACCESSORIES	0.00	0.00	0.00	0.00	0.00

101-1410-515.31-99	OFFICE SUPPLIES	922.00	922.59	1,300.00	1,331.19	1,500.00
101-1410-515.32-14	SOFTWARE	240.00	0.00	0.00	0.00	0.00
101-1410-515.37-10	UNIFORMS/PPE	450.00	410.50	450.00	301.00	450.00
101-1410-515.37-99	OPERATING SUPPLIES	925.00	998.83	900.00	682.52	1,000.00
101-1410-515.39-93	OFFICE EQUIPMENT	3,890.00	3,890.01	0.00	0.00	0.00
101-1410-515.39-94	COMPUTER EQUIPMENT	2,033.00	1,982.95	0.00	0.00	0.00
101-1410-515.51-10	TELEPHONE	5,700.00	5,165.03	0.00	0.00	0.00
101-1410-515.52-10	LEASES-EQUIPMENTS	4,053.00	4,197.89	6,000.00	4,079.92	4,500.00
101-1410-515.62-10	MEMBERSHIP DUES	750.00	698.00	750.00	698.00	750.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1412-515.10-10	F-TIME & REG.PART TIME	406,440.00	395,975.30	427,412.00	409,760.92	465,236.00
101-1412-515.10-99	OVERTIME PAY	0.00	0.00	102.00	0.00	1,000.00
101-1412-515.15-10	FICA-EMPLOYER	25,199.00	23,875.76	26,499.00	24,673.53	28,845.00
101-1412-515.16-14	TRAVEL FOR MEETING & CONF	200.00	0.00	100.00	5.00	100.00
101-1412-515.16-15	TRAINING & SEMINARS	6,411.00	6,410.50	5,000.00	5,275.00	5,500.00
101-1412-515.16-16	MEDICARE - EMPLOYER	5,893.00	5,583.93	6,197.00	5,770.31	6,746.00
101-1412-515.24-99	OTHER PURCHASE-SERVICES	26,338.00	17,149.29	32,500.00	23,677.77	32,500.00
101-1412-515.37-10	UNIFORMS/PPE	1,350.00	1,328.61	1,350.00	1,300.80	1,350.00
101-1412-515.37-80	GAS & FUEL	4,860.00	4,782.22	6,100.00	4,426.68	6,100.00
101-1412-515.37-99	OPERATING SUPPLIES	603.00	602.08	1,223.00	1,222.33	600.00
101-1412-515.39-99	OPERATING EQUIPMENT	800.00	533.32	800.00	530.01	800.00
101-1412-515.55-61	R&M OPERATING EQUIPMENT	1,000.00	310.00	377.00	85.00	5,000.00
101-1412-515.62-10	MEMBERSHIP DUES	475.00	460.00	575.00	410.00	575.00

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

\$2,473,507

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Engineering	58,309.00	57,733.70	103,904.00	118,451
Administration	182,547.00	174,976.82	120,457.00	123,596
Streets	1,740,337.00	1,543,965.74	1,695,871.00	1,820,444
Fleet Maintenance	351,059.00	334,614.24	364,470.00	411,016
TOTAL DIVISION	2,332,252.00	2,111,290.50	2,284,702.00	2,473,507

SIGNIFICANT ACCOMPLISHMENTS IN FY 2018/19

STREETS DIVISION

In 2018, a Sidewalk Removal and Replacement Project was undertaken in the Village to replace structurally damaged and hazardous sidewalks. Another aspect of this project was to preserve the mature parkway trees; this involved elevating the replaced sidewalks over the root system of the trees to prevent heaving of the replacement sidewalks, rather than removing the tree itself.

Local road infrastructure was improved throughout the Village as part of the in-house road program overlaying Fallbrook Drive, Floyd Brown Lane, Keating Street, and Elizabeth Avenue. This project involved the removal and replacement of deteriorated and structurally damaged curbs and sidewalks along with base repairs to the roadway before the new asphalt surface layer was applied. The in-house road program involved the repaving of over 5,800 square yards of surface roadway, and the replacement of 250 linear feet of curb and 4,200 square feet of sidewalk.

Street Division staff responded to 23 snow and ice events throughout the 2018 winter season, plowing and de-icing 76 center lane miles of roadway and 147 courts. The Street Division also responded to 12 separate flood control events including clearing of storm inlets and streams

to alleviate standing water on roadways. Additionally, the Division responded to 396 work orders throughout the year and completed over 2,900 JULIE Locates for buried utility services.

UTILITIES DIVISION

Utilities Division staff continued to perform maintenance to the public water infrastructure system by responding to 20 water main breaks, six fire hydrant replacements/repairs, four water service repairs, six main line valve repairs, pump station maintenance, and Illinois Environmental Protection Agency (IEPA) mandated sampling. I am pleased to report that all IEPA sampling undertaken in 2018 resulted in no violations or water quality issues. In-house projects and maintenance to the water system included the painting of 330 fire hydrants.

One water leak detection survey was undertaken in spring by Water Services Incorporated. The survey resulted in uncovering 17 leaks, 15 of which were identified as fire hydrant leaks and the remaining two leaks were water main issues. Utilities Division staff repaired all leaks found within the system.

Preventative maintenance to the Village's sanitary sewer collection system also continued. Jetting of approximately 275,000 feet of public sewer mains was achieved. Also, annual root cutting and de-greasing programs were undertaken.

Additional maintenance work was conducted to the public sanitary sewers including the finalizing of an Inflow and Infiltration (I&I) Study in the North Avenue Catchment area, which identified sources of structural defects and I&I.

WATER POLLUTION CONTROL FACILITY (WPCF)

The Village's Water Pollution Control Facility (WPCF) processed over one billion gallons of wastewater this year within IEPA guidelines and regulations. The WPCF, considered an exemplary Plant by peer review publications, has continually operated well above the expected guidelines.

The Village also completed a Capital Improvement Program to assist in budgeting for necessary improvements to meet new and pending discharge standards as required by the IEPA.

The WPCF also rehabilitated one of its two Influent Fine Screens. The screens are the first part of the process that remove large rags, sticks, rocks and other debris that could damage the pumps and other equipment in the Facility if left in the wastewater stream. The remaining screen is scheduled for rehabilitation in 2019.

The IEPA requires that a certified operator oversee every wastewater plant in the country. There are four levels of certification in Illinois. The Village's Plant requires the highest level of certification at a Class 1. The Village has successfully trained its staff by having three Class 1 operators on site, as well as one Class 3 and one Class 4 operator. The Facility was found to be in good working order and no deficiencies were noted during its annual IEPA inspection.

The WPCF entered into an agreement with Trotter and Associates for engineering services to rehabilitate both of the Village's aerobic digesters. The digesters are a vital part of the operation at the WPCF and must be upgraded to accommodate upcoming phosphorus removal mandates set by the IEPA.

Through its membership in the DuPage River Salt Creek Workgroup (DRSCW), the Village is contributing to improving local stream water quality, while saving wastewater utility payers money. Under an innovative partnership, the Village is working with 17 other communities to fund a series of waterway improvement projects throughout DuPage County as a cost effective solution in lieu of wastewater infrastructure upgrades. The improvements include Fawell and Fullersburg Dam modifications and Lower West Branch Stream restoration. The modifications will allow for fish passage by reducing velocities through the dam and to reduce the low dissolved oxygen conditions found in the upstream impoundment.

ENGINEERING DIVISION

The Engineering Division ensures the Village upholds all local, State and Federal mandates, including storm water management compliance, and erosion control inspections on active construction sites. In 2018, the Division reviewed over 210 permit applications including engineering drawings and storm water reports.

The Division provided contract supervision and construction observation for large road projects. One such project was the 2018 Motor Fuel Tax (MFT) Road Program which included the reconstruction of six streets, at a total cost of approximately \$1.2 million dollars. This project involved road reconstruction with curb and sidewalk repair, as well as drainage improvements.

Another important road project was the \$1.4 million 2018 Fullerton Avenue Surface Transportation Program (STP) Street Resurfacing Project. This project resurfaced Fullerton Avenue from Glen Ellyn Road to Bloomingdale Road. I am happy to report that this road resurfacing project was paid for in part by a 60% STP grant from the Federal Government, and administered by IDOT.

A highlight of this year's construction season was the Hesterman Ditch Retaining Wall. The Village replaced an aging and failing timber retaining wall with a block retaining wall spanning 650 feet. This ended the possibility of timber wall failure and erosion in the backyards of affected residents along Hesterman Drive. The project also included drainage improvements and landscape restoration of affected areas.

GOALS AND OBJECTIVES FY 2019/20

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 in the Mill Pond Catchment Area
 - Map and report all structural defects on Village's Geographic Information System (GIS)
- ❖ 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.
 - Record all water main breaks on Village's GIS.

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

- ❖ Undertake new regulations as required by the United States Environmental Protection Agency (USEPA) and Illinois Environmental Protection Agency (IEPA) regarding Unregulated Contaminant Monitoring Rule (UCMR) 4 sampling
 - Ensure all UCMR 4 sampling is undertaken appropriately and data is submitted to the USEPA, Central Data Exchange (CDX) website as required
- ❖ Maintain water quality through seasonal adjustments and programs
 - Integrate potable water mixers into the village's supervisory control and data acquisition (SCADA) system to operate at designated times to reduce energy costs and maintain water quality
 - Develop Water Model & Master Plan to identify to improve efficiencies
- ❖ Proactively address utilities services throughout the Village pertaining to water and sewer infrastructure
 - Utilities Division will undertake quarterly zone inspections to identify deficiencies in the field to achieve better efficiency for residents
 - Utilities Division will log these deficiencies and generate work orders for completion

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

- ❖ Utilities Division will strategically undertake the reduction of water loss
 - Utilities Division will take the lead in the water meter/reading device project to reduce water loss
 - Utilities Division will investigate the benefits of possibly undertaking the installation of permanent leak detection equipment throughout the water distribution system

Streets Division

Goal #1: Improve safety for residents and employees in all Public Works service areas

- ❖ Improve Pedestrian Safety throughout the Village

- Identify all remedial sidewalk work and update database to track and record conditions
- Create an American's with Disabilities Act (ADA) Sidewalk Transition Plan
- ❖ Improve Street Lighting in the Village
 - Identify locations of lighting deficiencies and install additional street lighting where needed
- ❖ Improve and Maintain Village Streets
 - Survey all streets on an annual basis for permanent/temporary patch repairs
 - Increased quantity of permanent patch repairs in the MFT contract

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 Manager/Foreman to check Public Works database every morning for status of reports

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

- ❖ Develop an Anti-Icing Program to lower the consumption of roadway salt to lessen chlorides
 - Pursue the use of anti-icing liquid/salt brine to pretreat roadways prior to winter storm events
 - Street Division will utilize liquid salt brine in conjunction with roadway salt during snow removal operations to lower chloride output

WPCF Division

Goal #1: Improve safety for residents and employees in all Public Works service areas

- ❖ Ensure standard operating procedures and best management practices are in place and implemented:
 - Review and update existing procedures and create new documentation where necessary
 - Train all staff on best management practices and standard operating procedures for division including monthly safety meetings
 - Ensure best management practices and standard operating procedures address any shortfalls in operations
 - Ensure daily/weekly/monthly/annual safety checks of internal equipment and procedures are undertaken and documented
- ❖ Provide efficient wastewater services in a manner which protects the public's health, safety and welfare by:
 - Closely monitor changes in weather and incoming flow
 - Maintain accurate and up to date lab data

- Adhere to a preventative maintenance program to reduce equipment failure
- Rehabilitate Grit Removal system. – Completed in FY19
- Rehabilitate Screening Facilities.- Phase1 Completed in FY19
- Replace Sludge Removal Conveyor System.- Postponed
- Influent Control Panel Hardware Upgrades.- Completed in FY19
- ❖ Manage a Confined Spaces Program by:
 - Review and amend Confined Space Inventory on an annual basis
 - Continue training of all staff as required
 - Ensure safety equipment inventory is checked on a monthly basis, and deficiencies are resolved

Goal # 2: Improve Service Delivery across all Areas of Public Works Operations

- ❖ Reduce odors emanating from the Treatment Plant by:
 - Continuing to run the plant in a manner to avoid odors
 - Patrol the area for odors on a daily basis
 - Use an odor control system if necessary
 - Log all odor occurrences and/or complaints in the Public Works Database to record and investigate any occurrences.
 - Respond to any external complaints within 2 hours
- ❖ Ensure all Equipment is correctly maintained and serviced in a timely manner by:
 - All corrective and preventative maintenance is tracked in an Access database
 - Daily work orders to be issued to staff to undertake maintenance/repairs
 - All repairs are tracked and recorded on a daily basis
 - All work orders to be filed in annual reports for IEPA recording keeping/inspection purposes

Goal #3: Develop Policies and Procedures to Improve Financial Responsibility in all Areas of Public Works

- ❖ Practice responsible stewardship of Village funds by:
 - Maintain records and related systems of internal control in accordance with accepted policies of the Village.
 - Payment of invoices with-in ten days of receipt.
 - Timely execution of payroll.
- ❖ Investigate potential programs for funding by:
 - Plan projects in accordance with eligible funding programs.
 - Check for programs on the State and Federal level.
 - Review water rates annually.
 - Check for possible Grants for future projects.
- ❖ Reduce the environmental impact of the Village's wastewater system upon land and water resources by:

- A sludge management program which is reliable, environmentally sound and can respond to changes in government regulations.
- Promote using non potable water where applicable.

Goal #4: Compliance with all State and Federal Regulations operating the Villages Treatment Plant

- ❖ Compliance with the Special Conditions in the Villages Discharge Permit:
 - Complete and a written Phosphorus Discharge Optimization Plan. –Completed in FY19
 - Complete a Phosphorus Removal Feasibility Study.- Completed in FY19
 - Continue to update the Industrial User inventory. – Completed in FY19

WPCF DIVISION

Goal #5: 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:
 - Review and update existing procedures, and create new documentation where necessary
 - Train all staff on Best Management Practices and Standard Operating Procedures for division including monthly safety meetings
 - Ensure Best Management Practices and Standard Operating Procedures address any shortfalls in operations
 - Ensure daily/weekly/monthly/annual safety checks of internal equipment and procedures are undertaken and documented
- ❖ Provide efficient wastewater services in a manner which protects the public's health, safety and welfare by:
 - Closely monitor changes in weather and incoming flow
 - Maintain accurate and up to date lab data
 - Adhere to a preventative maintenance program to reduce equipment failure
 - Rehabilitate Grit Removal system
 - Rehabilitate Screening Facilities Phase 2
 - Influent Channel Structural Support Repair
 - Fine Screen Control Panel Hardware Upgrades
 - Install Influent Channel Overflow Cap
- ❖ Manage a Confined Spaces Program by:
 - Review and amend Confined Space Inventory on an annual basis
 - Continue training of all staff as required
 - Ensure safety equipment inventory is checked on a monthly basis, and deficiencies are resolved

Goal # 6: Improve Service Delivery across all Areas of Public Works Operations

- ❖ Reduce odors emanating from the Treatment Plant by:
 - Continuing to run the plant in a manner to avoid odors
 - Patrol the area for odors on a daily basis
 - Use an odor control system if necessary
 - Log all odor occurrences and/or complaints in the Public Works Database to record and investigate any occurrences
 - Respond to any external complaints within 2 hours
- ❖ Ensure all Equipment is correctly maintained and serviced in a timely manner by:
 - All corrective and preventative maintenance is tracked in an Access database
 - Daily work orders to be issued to staff to undertake maintenance/repairs
 - All repairs are tracked and recorded on a daily basis
 - All work orders to be filed in annual reports for IEPA recording keeping/inspection purposes

Goal #7: Develop Policies and Procedures to Improve Financial Responsibility in all Areas of Public Works

- ❖ Practice responsible stewardship of Village funds by:
 - Maintain records and related systems of internal control in accordance with accepted policies of the Village
 - Payment of invoices with-in ten days of receipt
 - Timely execution of payroll
- ❖ Investigate potential programs for funding by:
 - Plan projects in accordance with eligible funding programs
 - Check for programs on the State and Federal level
 - Review water rates annually
 - Check for possible Grants for future projects
- ❖ Reduce the environmental impact of the Village's wastewater system upon land and water resources by:
 - A sludge management program which is reliable, environmentally sound and can respond to changes in government regulations
 - Promote using non potable water where applicable

Goal #8: Compliance with all State and Federal Regulations operating the Villages Treatment Plant

- ❖ Compliance with the Special Conditions in the Villages Discharge Permit:
 - Complete Toxicity Testing for NPDES Permit renewal.
 - Obtain Funding for upcoming Digester upgrades.
 - Complete Digester engineering design.
 - Continue to update the Industrial User inventory.
- ❖ Compliance of Permitted Industrial Users
 - Check quarterly results to ensure compliance with Village Limits.
 - Issue NOV's to problematic Non-Compliant Users.

- Bring Users into compliance.

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: Participate in Conferences and Training Programs to add new skills to the benefit of the Village

- ❖ Attend Training Sessions to receive and maintain licenses and accreditations
 - Assistant Village Engineer will take exam to become CPESC (Certified Professional in Erosion and Sediment Control) and maintain accreditation with continuing education
 - Attend IAFSM Conference to maintain CFM (Certified Floodplain Manager accreditation
 - Attend various training classes to receive continuing education and professional development hours to maintain professional engineering license
- ❖ Create a Village Engineering Webpage under the Public Works Department webpage
 - Include contact information, division duties, and benefits to residents

FLEETS 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.

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

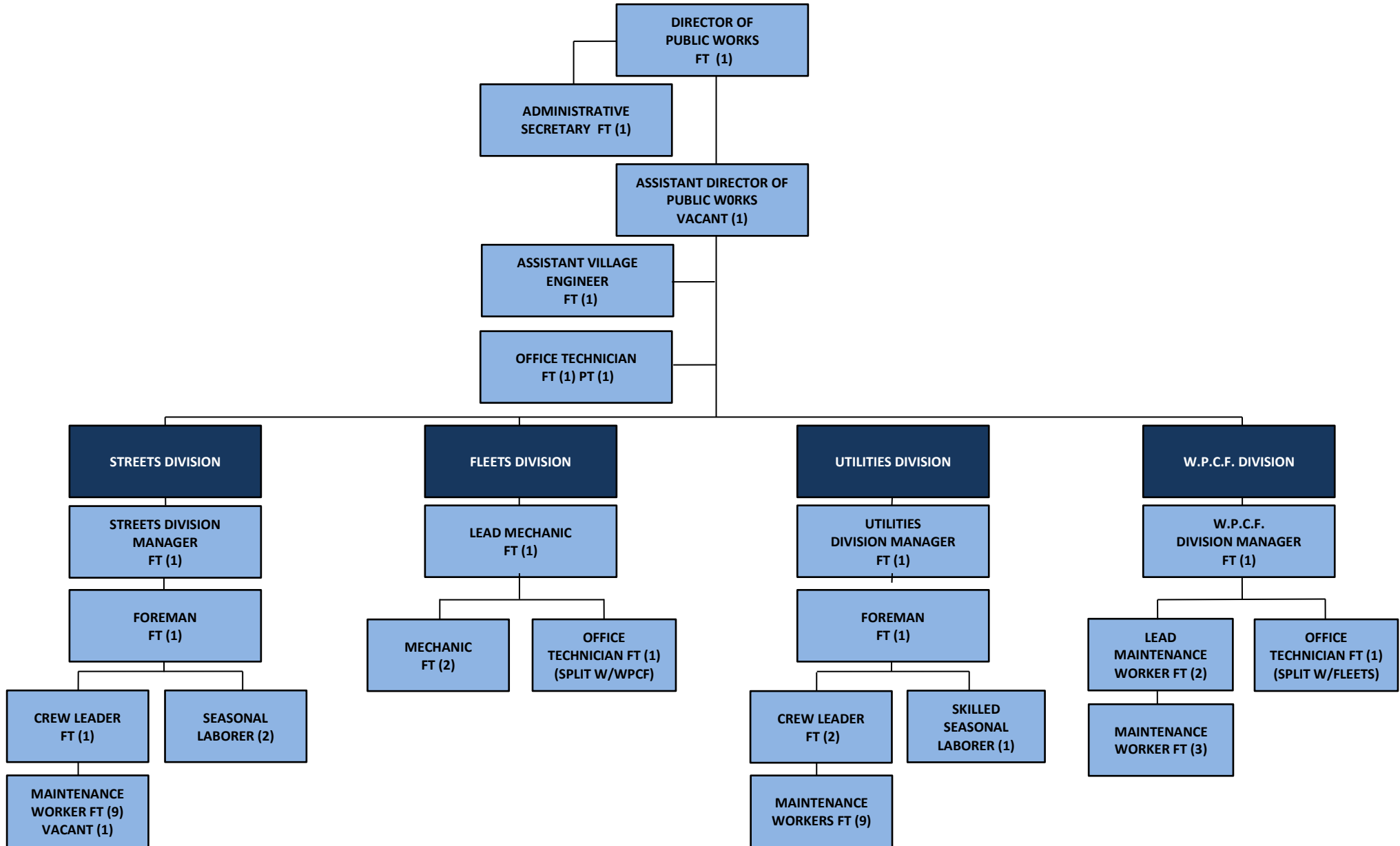
- Develop a checklist of all equipment with categories of excellent, good, fair or poor.
- Assign one staff member to perform a weekly inspection of Fleets Division owned tools and equipment to include condition.
- Involve all staff members on projects, break down tasks and assignments for staff to accomplish.
- 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 by all Fleets employees

- ❖ Execute the annual budget responsibly
 - Monitor and control overtime.
 - Price shop on parts and inventory to ensure competitive pricing.
 - Perform a self-audit of the Division inventory, to be performed in a rotating manner with staff.
- ❖ 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.

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

PUBLIC WORKS



The department of Public Works is organized into six divisions: Administration, Street, Utilities, Fleets, Engineering and Water Pollution Control Facility. 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. Total number of employees: 39 Full-Time, 1 Part-Time, 3 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1510-531.10-10	F-TIME & REG.PART-TIME	161,682.00	156,643.09	105,928.00	105,918.89	107,985.00
101-1510-531.15-10	FICA-EMPLOYER	10,024.00	8,861.25	6,568.00	5,876.43	6,695.00
101-1510-531.16-14	TRAVEL FOR MEETING & CONF	600.00	506.60	500.00	322.15	300.00
101-1510-531.16-15	TRAINING & SEMINARS	250.00	0.00	250.00	33.32	0.00
101-1510-531.16-16	MEDICARE - EMPLOYER	2,381.00	2,173.01	1,536.00	1,489.93	1,566.00
101-1510-531.22-99	OTHER EQUIPMENT	0.00	813.70	2,000.00	0.00	0.00
101-1510-531.24-12	PRINTING & BINDING	475.00	0.00	100.00	0.00	100.00
101-1510-531.31-99	OFFICE SUPPLIES	350.00	273.58	300.00	235.60	300.00
101-1510-531.37-10	UNIFORMS	300.00	38.00	300.00	0.00	150.00
101-1510-531.37-80	GAS & FUEL	1,000.00	1,303.97	1,500.00	850.75	1,300.00
101-1510-531.51-14	NATURAL GAS	0.00	1,686.14	0.00	2,572.22	0.00
101-1510-531.52-10	LEASES-EQUIPMENTS	2,785.00	2,319.28	2,785.00	2,097.06	2,500.00
101-1510-531.56-14	R&M PW BUILDINGS	200.00	0.00	200.00	90.50	200.00
101-1510-531.57-20	R&M OPERATING EQUIPMENT	2,000.00	399.98	500.00	0.00	2,000.00
101-1510-531.62-10	MEMBERSHIP DUES	500.00	196.00	500.00	327.00	500.00
101-1510-911.85-14	PUBLIC WORKS FACILITIES	0.00	40,800.00			

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1510-515.10-10	F-TIME & REG.PART TIME	47,491.00	48,921.89	91,963.00	91,967.97	103,997.00
101-1510-515.15-10	FICA-EMPLOYER	2,944.00	2,927.80	5,701.00	5,442.53	6,783.00
101-1510-515.16-14	TRAVEL FOR MEETING & CONF	300.00	0.00	300.00	0.00	200.00
101-1510-515.16-15	TRAINING & SEMINARS	1,000.00	781.00	1,100.00	640.56	800.00
101-1510-515.16-16	MEDICARE - EMPLOYER	689.00	684.76	1,333.00	1,272.86	1,586.00
101-1510-515.16-20	LICENSES & CERTIFICATIONS	100.00	61.41	100.00	0.00	100.00
101-1510-515.21-14	ENGINEERING	3,000.00	2,642.64	3,000.00	0.00	2,500.00
101-1510-515.24-32	SOFTWARE SUPPORT/MAINT	500.00	397.15	429.00	428.75	400.00
101-1510-515.31-99	OFFICE SUPPLIES	350.00	200.33	250.00	39.99	250.00
101-1510-515.37-10	UNIFORMS/PPE	200.00	25.22	200.00	24.50	150.00
101-1510-515.37-80	GAS & FUEL	500.00	309.39	500.00	303.03	500.00
101-1510-515.37-99	OPERATING SUPPLIES	300.00	0.00	300.00	298.95	200.00
101-1510-515.62-10	MEMBERSHIP DUES	935.00	796.00	935.00	632.00	985.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1511-532.10-10	F-TIME & REG.PART-TIME	1,013,652.00	1,009,441.04	1,082,168.00	1,053,241.35	1,098,555.00
101-1511-532.10-98	TEMPORARY HELP	15,000.00	13,615.00	6,544.00	6,355.00	16,400.00
101-1511-532.10-99	OVERTIME PAY	40,000.00	62,932.18	40,900.00	73,082.01	50,000.00
101-1511-532.15-10	FICA-EMPLOYER	65,594.00	65,360.50	71,315.00	69,226.77	72,227.00
101-1511-532.16-15	TRAINING & SEMINARS	5,600.00	5,166.00	4,600.00	4,373.50	4,700.00
101-1511-532.16-16	MEDICARE - EMPLOYER	15,495.00	15,285.81	16,691.00	16,190.23	16,892.00
101-1511-532.16-31	EMPLOYEE SEVERANCE PAY	0.00	0.00	21,475.00	21,025.33	0.00
101-1511-532.21-14	ENGINEERING	1,000.00	0.00	31,000.00	16,097.00	1,000.00
101-1511-532.23-10	DEBRIS REMOVAL	40,000.00	18,870.87	35,000.00	19,061.76	90,000.00
101-1511-532.23-14	CURB-CUT PROGRAM	5,000.00	4,700.00	6,000.00	4,940.00	5,000.00
101-1511-532.23-99	OTHER PROPERTY SERVICES	42,000.00	41,932.00	44,000.00	31,449.00	42,750.00
101-1511-532.24-13	CONTRACTUAL SERVICES	120,682.00	104,005.95	8,827.00	3,202.50	2,400.00
101-1511-532.31-99	OFFICE SUPPLIES	700.00	176.68	700.00	63.70	500.00
101-1511-532.34-13	LANDSCAPING SUPPLIES	2,500.00	2,127.11	2,500.00	2,463.49	2,500.00
101-1511-532.37-10	UNIFORMS/PPE	5,000.00	4,096.89	5,000.00	3,840.47	5,000.00
101-1511-532.37-11	CHEMICALS	100.00	0.00	100.00	0.00	100.00
101-1511-532.37-80	GAS & FUEL	35,000.00	38,990.14	35,000.00	44,735.83	35,000.00
101-1511-532.37-99	OPERATING SUPPLIES	3,500.00	3,145.25	3,000.00	2,869.16	3,000.00
101-1511-532.39-14	STREET LIGHTS	0.00	3,625.42	0.00	0.00	0.00
101-1511-532.51-12	CELLULAR PHONE	360.00	270.00	420.00	330.00	420.00
101-1511-532.51-13	ELECTRICITY	80,000.00	66,726.38	70,000.00	34,807.99	60,000.00
101-1511-532.52-11	RENTALS-EQUIPMENTS	5,500.00	3,392.68	4,000.00	2,950.96	5,500.00
101-1511-532.53-13	PUBLIC WORKS-STREET DIV.	6,500.00	2,941.80	6,500.00	3,698.49	6,500.00
101-1511-532.57-14	STREET SIGNS/LIGHTS MAINT	58,000.00	50,240.58	40,000.00	31,206.82	40,000.00
101-1511-532.57-15	STREET MAINT. & REPAIRS	68,494.00	41,914.01	46,500.00	32,879.87	45,000.00
101-1511-911.81-13	PUBLIC WORKS-STREETS	110,660.00	0.00	369,361.00	39,542.00	217,000.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1515-533.10-10	F-TIME & REG.PART-TIME	205,473.00	204,916.99	238,783.00	231,066.04	254,639.00
101-1515-533.10-99	OVERTIME PAY	3,000.00	2,995.33	3,068.00	3,763.08	3,000.00
101-1515-533.15-10	FICA-EMPLOYER	12,956.00	12,302.69	15,005.00	13,917.41	13,714.00
101-1515-533.16-15	TRAINING & SEMINARS	800.00	800.00	2,800.00	2,475.95	2,800.00
101-1515-533.16-16	MEDICARE - EMPLOYER	3,030.00	2,877.27	3,507.00	3,254.86	3,207.00
101-1515-533.16-31	EMPLOYEE SEVERANCE PAY	0.00	0.00	0.00	0.00	11,506.00
101-1515-533.23-10	DEBRIS REMOVAL	2,000.00	2,000.00	2,500.00	0.00	2,500.00
101-1515-533.24-12	PRINTING & BINDING	100.00	0.00	0.00	0.00	0.00
101-1515-533.24-32	SOFTWARE SUPPORT & MAINT	19,150.00	18,746.50	5,800.00	3,139.62	4,350.00
101-1515-533.31-99	OFFICE SUPPLIES	100.00	101.46	100.00	38.20	100.00
101-1515-533.37-10	UNIFORMS	800.00	717.95	800.00	790.30	1,000.00
101-1515-533.37-11	CHEMICALS	1,000.00	998.92	1,000.00	711.13	1,000.00
101-1515-533.37-71	SENIOR CENTER	500.00	148.38	500.00	491.85	500.00
101-1515-533.37-72	REPAIR SUPPLIES POLICE	20,000.00	18,200.49	20,000.00	17,485.39	20,000.00
101-1515-533.37-73	REPAIR SUPPLIES-P/R/F	22,000.00	21,856.45	28,000.00	21,712.15	28,000.00
101-1515-533.37-74	REPAIR SUPPLIES STREETS	40,000.00	37,889.02	48,500.00	48,070.44	44,000.00
101-1515-533.37-75	REPAIR SUPPLIES FLEETS	400.00	843.72	400.00	311.54	400.00
101-1515-533.37-76	REPAIR SUPPLIES ESDA	1,000.00	672.11	500.00	273.44	600.00

101-1515-533.37-77	REPAIR SUPPLIES COM DEV	1,500.00	1,228.73	1,500.00	1,387.40	2,000.00
101-1515-533.37-78	REPAIR SUPPLIES ADMIN	750.00	406.82	750.00	94.13	500.00
101-1515-533.37-79	REPAIR SUPPLIES PS ADMIN	500.00	493.00	500.00	36.99	500.00
101-1515-533.37-80	GAS & FUEL	200.00	217.05	350.00	417.78	400.00
101-1515-533.37-98	MISC. INVENTORY SUPPLIES	4,000.00	3,234.56	4,000.00	2,913.22	3,500.00
101-1515-533.37-99	OPERATING SUPPLIES	6,000.00	5,538.73	6,500.00	4,745.16	6,500.00
101-1515-533.39-12	FLEET MAINTENANCE	1,500.00	510.00	1,500.00	1,113.68	1,000.00
101-1515-533.39-93	OFFICE EQUIPMENT	1,400.00	566.48	573.00	573.10	200.00
101-1515-533.52-10	LEASES-EQUIPMENTS	1,000.00	978.27	1,200.00	1,270.28	1,400.00
101-1515-533.53-12	PUBLIC WORKS-FLEET MAINT	1,500.00	1,484.00	1,500.00	1,435.00	1,500.00
101-1515-533.62-10	MEMBERSHIP DUES	400.00	30.00	200.00	30.00	200.00

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

\$2,513,833

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Parks & Grounds	1,374,066.00	1,319,333.83	1,429,921.00	1,447,018.00
Forestry Operation	187,900.00	180,399.79	61,750.00	60,650.00
Building Maintenance	1,018,164.00	972,714.95	976,641.00	1,006,165.00
TOTAL DIVISION	2,580,130.00	2,472,448.57	2,468,312.00	2,513,833.00

SIGNIFICANT ACCOMPLISHMENTS IN FY 2018/2019

PARKS DIVISION

The Parks Division is responsible for maintaining over 254 acres of park land and more than 20 sports fields and playgrounds. They are also responsible for approximately 6,000 park and parkway trees.

In 2018, the Parks Division completed several special projects. One of the largest projects undertaken was the addition of a new cricket field in Camera Park. Other projects included seal coating the Camera Park parking lot and walking paths, planting of 85 new trees in the parks and parkways, and the creation of a new Monarch Butterfly way station at Mill Pond Park South. Additionally, six new park signs were constructed and installed, along with restoring most of the remaining signs. All park signs will be replaced by the end of 2019.

In addition, time was spent on exploring the feasibility of future projects. Some of these potential projects include upgrading the playground area at Camera Park and the restoration of the shoreline at Lake Becerra.

FACILITIES DIVISION

The Facilities Division is responsible for the maintenance and upkeep of all Village facilities. They have been instrumental in renovating current buildings and work diligently to provide the residents with clean and updated facilities. In 2018, the Facilities Division assisted the Parks Division in repairing the bridge at College Park and in constructing several new park signs.

FY 2019/20 GOALS AND OBJECTIVES

Parks Division

Goal #1: Establish Crew Leader positions for the Parks Division

- ❖ Create test for candidates
- ❖ Interview candidates
- ❖ Implement crew leaders
- ❖ Establish reporting mechanism for crew leaders

Goal #2: Create a turf management and weed control program for difficult field areas and locations throughout Village

- ❖ Identify difficult turf areas in parks in need of special attention
- ❖ Enhance turf grass management with mechanical and chemical weed control
- ❖ Reduce worn areas by seeding and irrigating year round
- ❖ Rotate and shift fields when possible
- ❖ Increased aeration of turf areas
- ❖ Update field inspection sheets

Goal #3: Offer new leisure activities for the residents to utilize

- ❖ Develop and install a disc golf course at Camera Park
- ❖ Establish a Monarch Butterfly Station at Camera Park
- ❖ Work with Queen Bee School District 16 to offer a community garden

Facilities Division

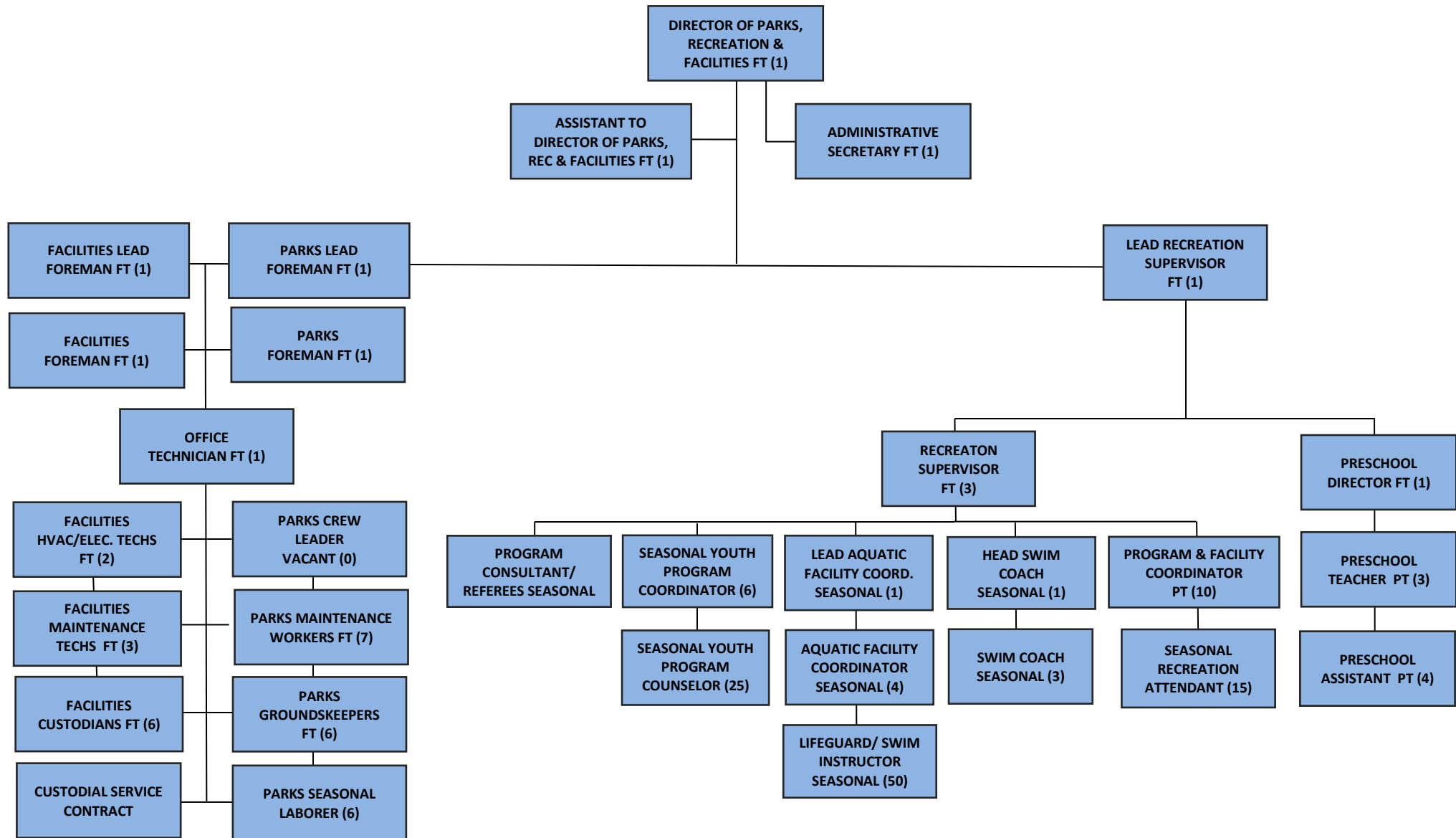
Goal #1: Establish a long-term plan for Heating, Ventilation, and Air Conditioning (HVAC) units and maintenance

- ❖ Improve on-site and off-site remote monitoring
- ❖ Establish yearly adjustments to planned upgrades based on budget allocations

Goal #2: Establish a long-term plan for roof replacements

- ❖ Consult with roofing contractor to create a priority list of replacements
- ❖ Establish yearly adjustments to planned replacements based on budget allocations

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE 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, 17 Part-Time and 121 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1616-534.10-10	F-TIME & REG.PART TIME	1,016,867.00	1,002,317.60	1,007,856.00	1,007,018.83	1,058,503.00
101-1616-534.10-98	TEMPORARY HELP	26,000.00	23,570.40	22,495.00	16,974.26	22,000.00
101-1616-534.10-99	OVERTIME PAY	20,000.00	20,739.55	20,450.00	24,808.96	22,500.00
101-1616-534.15-10	FICA-EMPLOYER	65,898.00	62,442.43	65,361.00	62,103.15	68,293.00
101-1616-534.16-14	TRAVEL FOR MEETING & CONF	0.00	0.00	100.00	0.00	100.00
101-1616-534.16-15	TRAINING & SEMINARS	700.00	525.00	935.00	740.99	1,240.00
101-1616-534.16-16	MEDICARE-EMPLOYER	15,412.00	14,603.58	15,296.00	14,524.28	15,972.00
101-1616-534.16-20	LICENSES & CERTIFICATIONS	2,973.00	2,968.57	1,220.00	809.00	1,550.00
101-1616-534.23-10	DEBRIS REMOVAL	1,740.00	0.00	3,500.00	699.33	2,500.00
101-1616-534.23-15	ADOPT A STREET PROGRAM	25.00	0.00	25.00	0.00	25.00
101-1616-534.24-32	SOFTWARE SUPPORT & MAINT	3,300.00	3,300.00	3,400.00	3,400.00	3,500.00
101-1616-534.24-99	OTHER PURCHASE-SERVICES	1,395.00	1,395.00	0.00	0.00	0.00
101-1616-534.31-99	OFFICE SUPPLIES	250.00	228.02	250.00	60.13	250.00
101-1616-534.34-10	TOPDRESSING SOIL	2,000.00	2,235.14	3,500.00	2,177.33	3,500.00
101-1616-534.34-11	GRAVEL AND SAND	500.00	77.70	1,000.00	1,408.77	1,000.00
101-1616-534.34-13	LANDSCAPING SUPPLIES	9,500.00	8,423.11	11,000.00	6,518.06	11,000.00
101-1616-534.34-14	FERTILIZER	7,870.00	7,854.34	7,500.00	7,425.23	7,500.00
101-1616-534.37-10	UNIFORMS	5,500.00	4,862.02	5,750.00	3,289.56	6,075.00
101-1616-534.37-80	GAS & FUEL	30,000.00	30,655.08	33,000.00	30,079.72	33,000.00
101-1616-534.37-99	OPERATING SUPPLIES	21,550.00	21,841.45	28,200.00	27,037.00	27,900.00
101-1616-534.38-14	PARKS & GROUNDS EQUIPMENT	7,500.00	7,065.98	7,000.00	3,297.32	15,900.00
101-1616-534.39-10	OPERATING EQUIPMENT	5,200.00	12,704.70	5,050.00	4,678.66	7,800.00
101-1616-534.51-13	ELECTRICITY	30,000.00	24,107.95	28,000.00	24,753.70	28,000.00
101-1616-534.52-10	LEASES-EQUIPMENTS	720.00	743.33	720.00	767.45	950.00
101-1616-534.52-11	RENTALS-EQUIPMENTS	7,000.00	5,391.02	7,000.00	6,465.03	7,000.00
101-1616-534.53-16	R&M OPERATING EQUIPMENT	500.00	445.51	500.00	460.86	500.00

VILLAGE OF GLENDALE HEIGHTS

ANNUAL BUDGET

101-1616-534.53-17	R&M PARKS & GROUND OP EQP	8,429.00	7,823.49	4,100.00	3,917.46	3,800.00
101-1616-534.57-17	R&M PARKS & GROUNDS	68,377.00	56,268.02	72,840.00	58,434.02	68,600.00
101-1616-534.62-10	MEMBERSHIP DUES	390.00	790.00	810.00	280.00	810.00
101-1616-911.82-10	VEHICLES	11,030.00	3,440.00	0.00	0.00	0.00
101-1616-911.82-12	PARKS & GROUNDS EQUIP.	3,440.00	3,440.00	35,160.00	35,160.00	27,250.00
101-1616-911.87-14	PARKS AND GROUNDS	0.00	0.00	15,000.00	9,500.00	0.00

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 (EAB) 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1616-537.24-98	TREE REMOVAL/REPLACEMENT	180,000.00	175,385.01	63,600.00	45,629.98	56,500.00
101-1616-537.24-99	OTHER PURCHASE-SERVICES	950.00	720.00	950.00	720.00	750.00
101-1616-537.37-10	UNIFORMS PPE	750.00	352.35	500.00	422.80	600.00
101-1616-537.39-10	PARKS & GROUNDS TOOLS	5,500.00	5,350.86	500.00	475.08	2,100.00
101-1616-537.62-10	MEMBERSHIP DUES	700.00	619.57	700.00	523.45	700.00

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.

The 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.

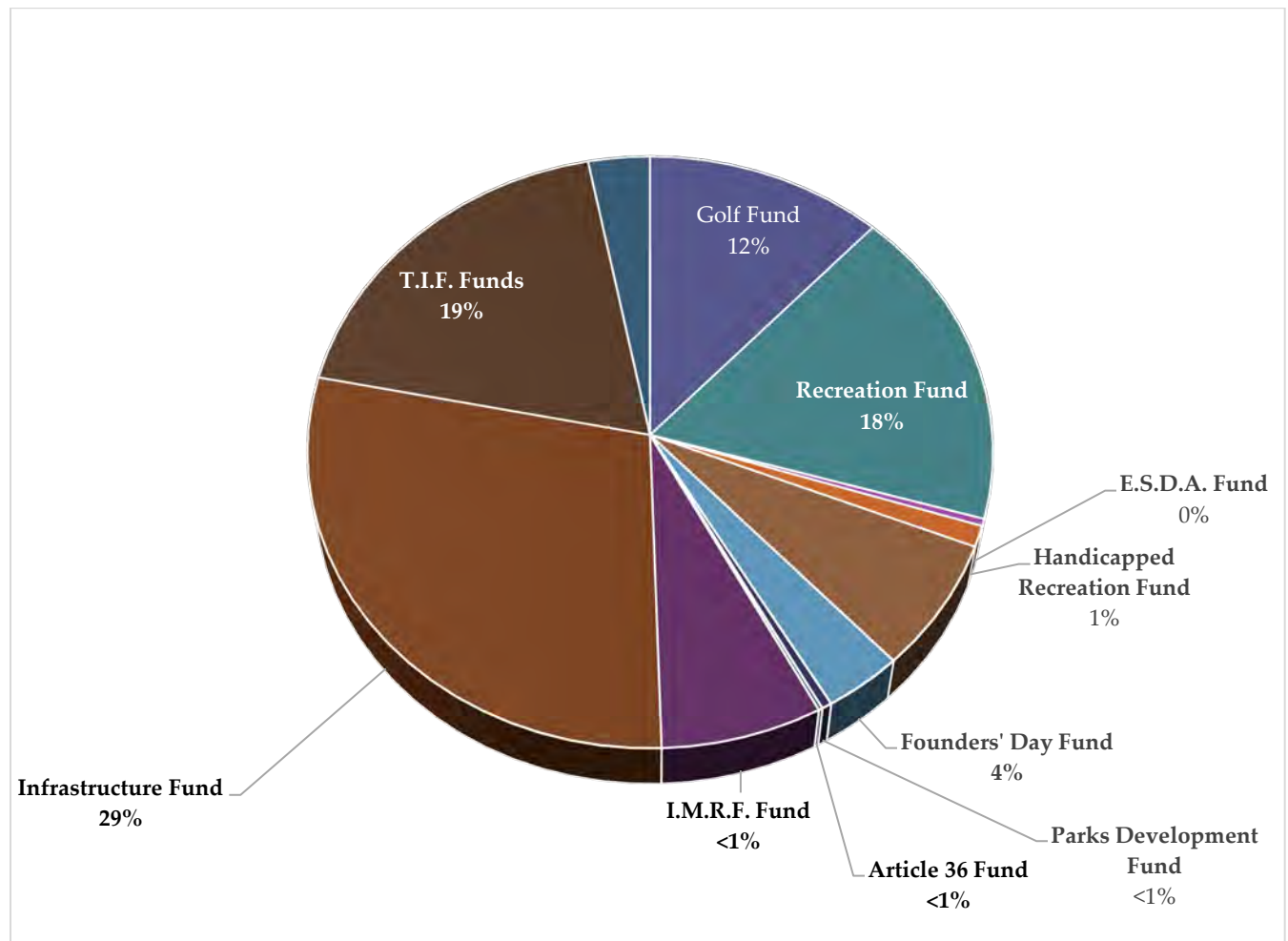
PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
101-1617-511.10-10	F-TIME & REG.PART-TIME	727,501.00	734,906.82	679,982.00	669,425.47	702,815.00
101-1617-511.10-99	OVERTIME PAY	6,000.00	5,208.66	6,135.00	4,669.33	6,000.00
101-1617-511.15-10	FICA-EMPLOYER	45,477.00	43,665.49	42,167.00	39,842.91	43,992.00
101-1617-511.16-14	TRAVEL FOR MEETING & CONF	100.00	0.00	100.00	0.00	100.00
101-1617-511.16-15	TRAINING & SEMINARS	250.00	100.00	2,000.00	560.00	500.00
101-1617-511.16-16	MEDICARE-EMPLOYER	10,646.00	10,212.26	9,862.00	9,318.44	10,288.00
101-1617-511.24-12	PRINTING & BINDING	50.00	0.00	50.00	0.00	50.00
101-1617-511.24-99	OTHER PURCHASE-SERVICES	40,080.00	41,040.44	71,120.00	56,073.24	76,620.00
101-1617-511.31-99	OFFICE SUPPLIES	200.00	188.45	200.00	103.82	200.00
101-1617-511.33-10	JANITORIAL SUPPLIES	20,000.00	20,073.79	20,000.00	15,698.94	20,000.00
101-1617-511.33-12	ELECTRICAL SUPPLIES	7,250.00	7,220.23	7,250.00	6,352.61	7,250.00
101-1617-511.33-13	HARDWARE SUPPLIES	5,100.00	4,662.77	3,800.00	3,355.50	3,800.00
101-1617-511.33-15	PLUMBING SUPPLIES	2,000.00	1,745.58	2,000.00	1,460.46	2,000.00
101-1617-511.33-16	LUMBER SUPPLIES	650.00	624.79	500.00	366.60	500.00
101-1617-511.33-99	OTHER BLDG. MAINT. SUPPLY	700.00	433.81	700.00	386.89	700.00
101-1617-511.37-10	UNIFORMS	3,000.00	2,769.56	3,385.00	2,274.60	3,450.00
101-1617-511.37-80	GAS & FUEL	6,000.00	6,660.92	8,000.00	7,100.87	8,000.00
101-1617-511.37-99	OPERATING SUPPLIES	6,000.00	5,299.62	8,000.00	7,224.91	18,600.00

101-1617-511.39-11	BLDG. MAINTENANCE TOOLS	2,850.00	2,611.66	2,700.00	1,848.39	1,800.00
101-1617-511.52-11	RENTALS-EQUIPMENTS	200.00	66.00	1,200.00	532.18	600.00
101-1617-511.56-12	R&M BUILDINGS & EQUIPMENT	134,110.00	50,351.83	187,648.00	66,601.45	98,800.00

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 25 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. The Golf Fund has been included as a Special Revenue Fund, having been spilt into two distinct functions.



GOLF FUND

FUND DESCRIPTION

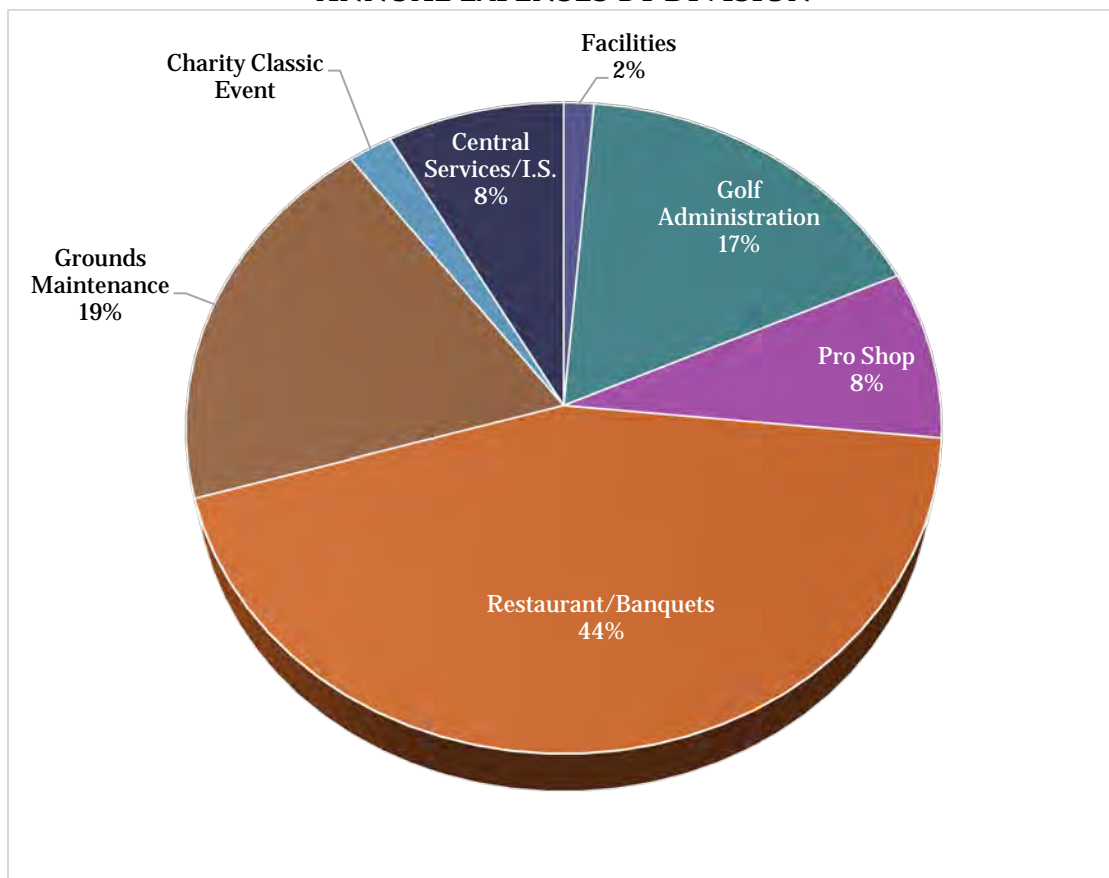
The Glendale Lakes Golf Club, golf course, clubhouse, and banquet facility is owned and operated by the Village of Glendale Heights. The golf course features an 18-hole championship design with water features that add challenge and beauty. Glendale Lakes also offers a full service Pro-shop stocked for any golfers needs.

In FY 2018/2019, the Golf Fund was divided into two separate Funds; with Golf, Pro Shop and Grounds Maintenance operations being reclassified to a Special Revenue Fund, while Golf Restaurant and Banquet functions were kept as an Enterprise Fund. For FY 2019/2020, these two funds were reunited back into one fund, and will be identified as a subset under the General Fund. All activities are accounted for including administration, operations, financing and revenue collections.

TOTAL OPERATING BUDGET

\$1,961,492

ANNUAL EXPENSES BY DIVISION



ANNUAL REVENUE BY CLASS

OPERATING REVENUE	2018/19 BUDGET	2019/20 BUDGET
Charges for Services	607,150.00	1,512,700.00
Miscellaneous Revenues	46,250.00	46,250.00
TOTAL OPERATING REVENUE	653,400.00	1,558,950.00

ANNUAL EXPENSES BY DIVISION

DIVISION	2018/19 BUDGET	2019/20 BUDGET
Golf Administration	167,256.00	323,703.00
Central Services	89,231.00	156,133.00
Facilities	110,778.00	26,478.00
Grounds Maintenance	402,262.00	371,408.00
Pro Shop	156,300.00	160,431.00
Charity Classic Event	39,250.00	39,250.00
Restaurant/Banquet	n/a	843,089.00
TOTAL DIVISION	965,077.00	1,920,492.00

FY 2018/19 SIGNIFICANT ACCOMPLISHMENTS

Glendale Lakes Golf Club generated just over 19,000 rounds of golf for the 2018 calendar year. Glendale Lakes Golf Club is proud to be the home golf course to five area high school golf teams: Glenbard North Boys & Girls Teams, Glenbard East Boys & Girls Teams and the Glenbard West Girls Golf Team. Golf lessons are also available for juniors and adults who are wanting to learn the game of golf or just correct their slice!

Glendale Lakes Golf Club hosts several annual golf events and outings. These include our Spring Fling in April, the Charity Golf Classic in June, the Summer Scramble in July, the National Fallen Firefighter Golf Outing in September and the Turkey Shoot in November.

The Charity Golf Classic is a fundraiser hosted by the Village of Glendale Heights. This golf event raises money for Make-A-Wish Illinois, FOP Lodge #52 Community Enrichment Fund and the Glendale Heights Chamber of Commerce Scholarship Fund. All money raised benefit the residents and families of Glendale Heights.

The continuation of the bunker renovations occurred this year. We started the elimination of the left greenside bunkers on Hole #16 and added two pot style bunkers behind the green. We will continue to renovate a few bunkers each year, enhancing the play of the course and saving

costs on materials and labor. We installed another set of tee markers on some of the holes to enhance and vary play for our frequent returning golfers.

Our banquet facility hosted 398 banquets and special events this year. Of these events, 33 were wedding receptions. Couples that are looking for an outdoor venue can choose from our two options. Couples that are looking for an outdoor venue can choose from our two options; the gazebo in Camera Park, which is across the street, or for a more private setting you can have your ceremony behind the clubhouse on the 1st tee. Glendale Lakes Golf Club has beautiful banquet rooms that overlook the golf course and can accommodate up to 250 guests. Glendale Lakes Golf Club is the perfect place for love, laughter and your happily ever after. Our experienced staff will make your dream venue come to life. We can host other banquets including baby and bridal showers, birthday parties, anniversary parties, corporate meetings and events. Approximately 97% of all post-event evaluations returned rated their event as above average or better.

The Glendale Lakes Golf Club restaurant is open on the first Friday and last Friday of the Lent Season. Join us on either of these Friday nights for our Fish Fry from 4:00 pm to 8:00 pm. If you are not a fish fan, our menu has a variety of other options to appeal to your taste. Visit the Glendale Lakes Golf Club's website for our new menu and upcoming specials. Glendale Lakes Golf Club also hosts an annual Easter Brunch and Mother's Day Brunch for an easy way to spend the holidays.

FY 2019/20 GOALS AND OBJECTIVES

Golf Administration Division

Goal # 1: Implement technologies to streamline daily financial transaction processes

- ❖ Train Glendale Lakes Managers how to use NaviLine (HTE) system
- ❖ Utilize a Food & Beverage Software to help organize events and finances
- ❖ Develop and implement a Standard Operating Procedure for daily reconciliations

Goal #2: Facilitate enhanced communication among all 3-division managers at the golf course

- ❖ Hold regular staff meetings
- ❖ Encourage all managers to communicate to each other pertinent information by texting and emailing more frequently, and entering details in Food & Beverage Software

Goal #3: Replace Carpet in Common Areas/Restrooms

- ❖ Enhance aesthetics for clubhouse
- ❖ Update interior to attract more business

Goal #4: Purchase new Food & Beverage Software

- ❖ Train Food & Beverage Manager & Banquet Coordinators to use software
- ❖ Will improve communication with party details all being in the same location

- ❖ Information will be web based and accessible from anywhere there is an internet connection

Golf Operations Division

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
- ❖ Use SNAG Golf to introduce basic golf skills at community events in Glendale Heights and Carol Stream
- ❖ Use SNAG Golf to 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

Goal #3: Create an additional Senior Day to encourage senior golfers to come out and play

- ❖ Tuesdays and now Thursdays will be Senior Day where senior golfers will pay the Senior Rate and get a different “food special” or “golf ball special” each month.
- ❖ Promote to senior living communities and the Glendale Heights Center for Senior Citizens
- ❖ Promote on our website and at the pro shop counter to golfers

Goal # 4: Create Golf Leagues to encourage weekly play

- ❖ Create a Wednesday Night League to try to promote weekly playing
- ❖ Try to encourage league to stay after golf for additional food and beverage sales

Food & Beverage Division

Goal #1: Increase sales to golfers of food before, during and after their rounds of golf

- ❖ Offer a new bar menu that appeals 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: Improve staff productivity

- ❖ Cross train staff to do various tasks
- ❖ Communicate among all division managers to have the most updated information on daily events going on at the facility by utilizing food & beverage software and staff meetings
- ❖ Train golf kitchen staff to be more efficient and offer more consistent service to customers

Goal #3: Create improved menus and offerings to customers to 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 as necessary to offer the best possible experience to customers
- ❖ Promote all of our business offerings to all events that are held here by having promotional information available

Golf Grounds Division**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 including willow trees by # 3 green
- ❖ 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 golf course and clubhouse aesthetics

- ❖ 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
- ❖ Remove dead trees on golf course and tree trim large limbs

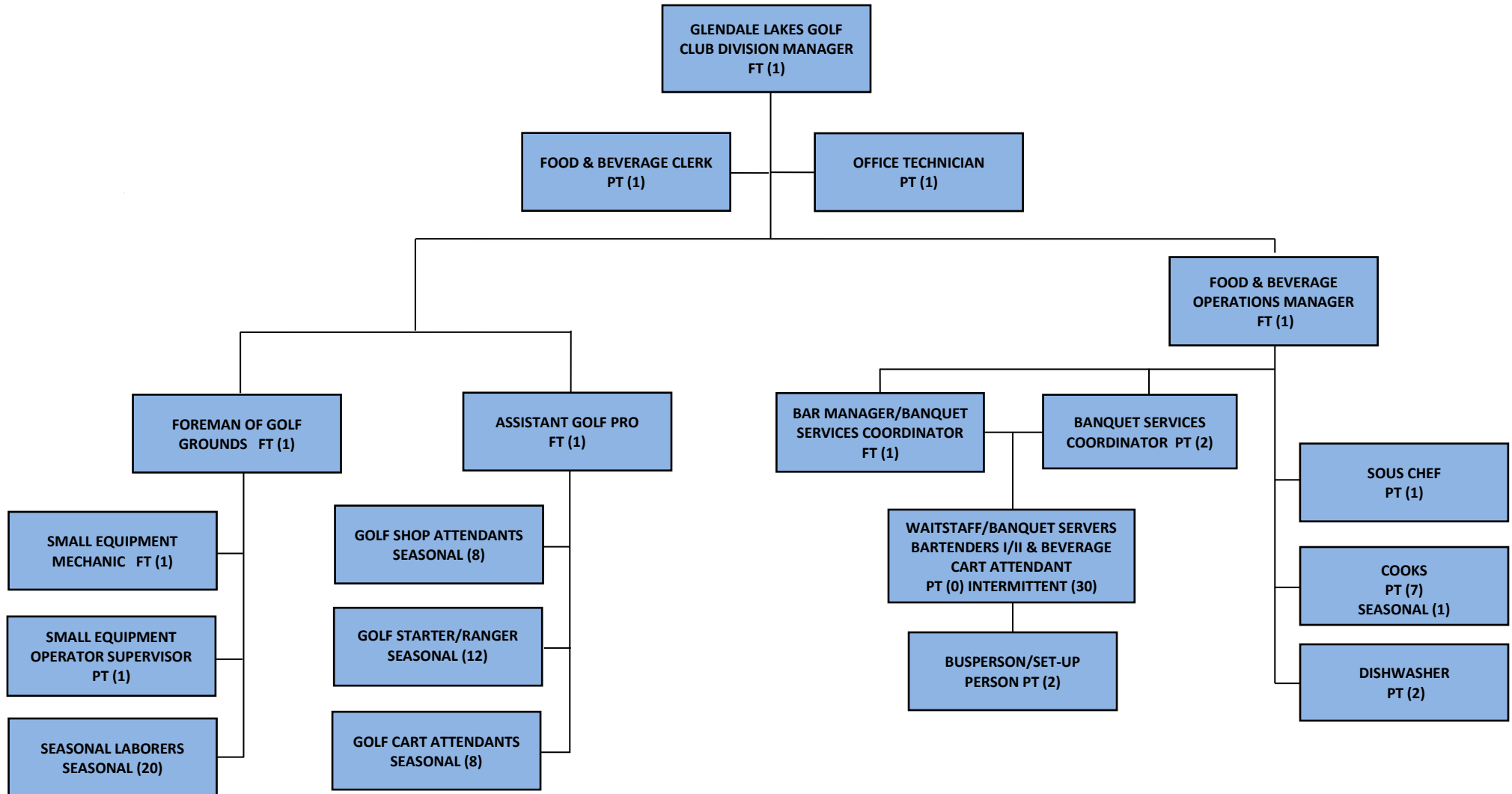
Goal # 3: Clean up Maintenance Building and Outside Yard

- ❖ Complete paperwork on old and broken equipment to determine usefulness
- ❖ Dispose of equipment that needs to be disposed of and get equipment organized that is going to be sold or used for trade in value

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

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: 6 Full-Time, 17 Part-Time, 49 Seasonal and 30 Intermittent.

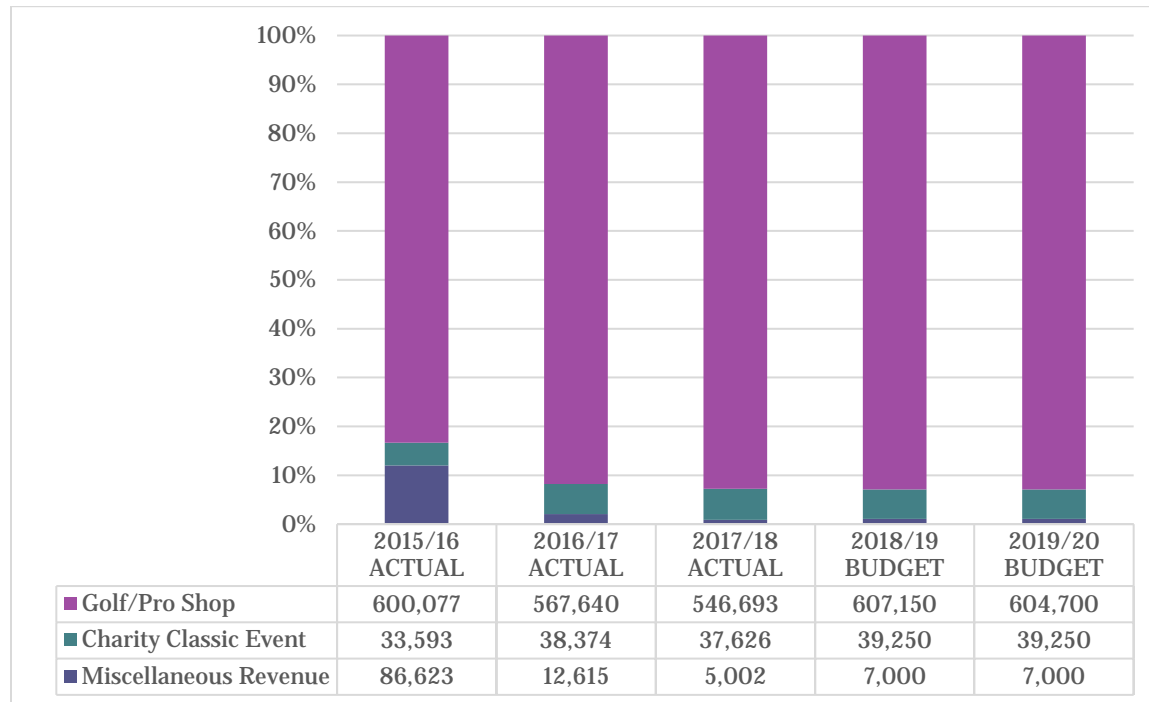
GOLF FUND: REVENUE

Each year, approximately 19,000 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 15th. Since its inception, this golf outing has raised over \$325,000 for local charities, primarily benefitting children in Glendale Heights.

The Golf Course Revenues are categorized into three major categories; Golf and Pro Shop, Charity Classic Event, and Miscellaneous Revenue.

Golf Fund Revenue Five (5) Year History



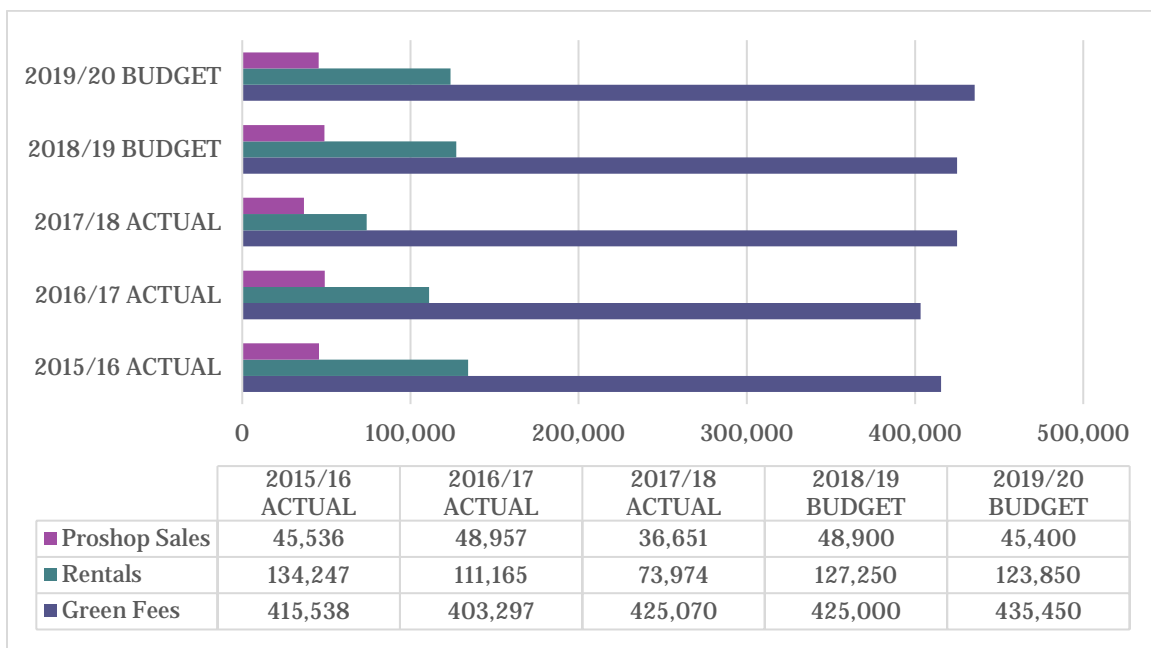
Pro Shop

The Glendale Lakes Golf Course is open year round and had over 19,000 rounds of golf played in calendar year 2018. 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.

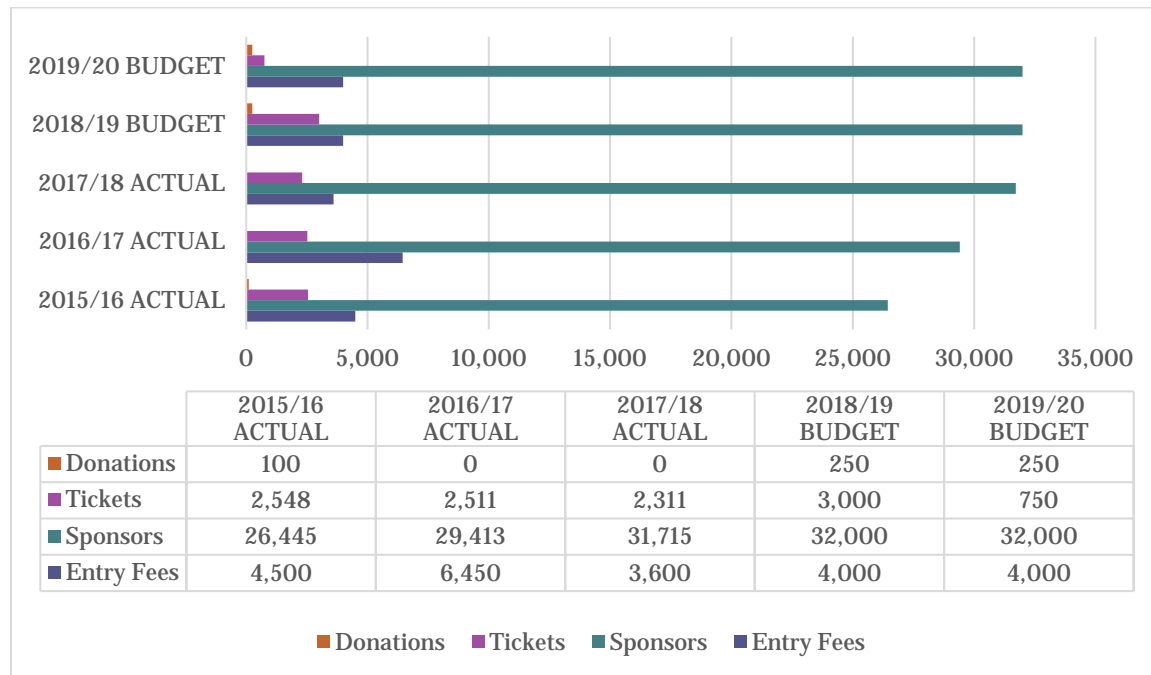
Pro Shop Revenue Five (5) Year History



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 \$325,000 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 Five (5) Year History



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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
110-1710-516.10-10	F-TIME & REG.PART-TIME	0.00	0.00	51,709.00	52,599.25	110,367.00
110-1710-516.15-10	FICA-EMPLOYER	0.00	0.00	3,206.00	3,173.81	6,843.00
110-1710-516.16-14	TRAVEL FOR MEETING & CONF	0.00	0.00	25.00	0.00	25.00
110-1710-516.16-15	TRAINING & SEMINARS	0.00	0.00	225.00	30.00	225.00
110-1710-516.16-16	MEDICARE-EMPLOYER	0.00	0.00	750.00	742.31	1,600.00
110-1710-516.22-99	OTHER EQUIPMENT	0.00	0.00	300.00	177.65	325.00
110-1710-516.24-12	PRINTING & BINDING	0.00	0.00	150.00	0.00	650.00
110-1710-516.24-14	ADVERTISING	0.00	0.00	6,750.00	6,033.07	27,000.00
110-1710-516.24-20	MOSQUITO & ANIMAL CONTROL	0.00	0.00	3,850.00	3,859.70	4,950.00
110-1710-516.24-32	SOFTWARE SUPPORT & MAINT	0.00	0.00	0.00	0.00	2,800.00
110-1710-516.31-99	OFFICE SUPPLIES	0.00	0.00	100.00	60.50	100.00
110-1710-516.37-99	OPERATING SUPPLIES	0.00	0.00	100.00	0.00	100.00
110-1710-516.39-10	LEASES-EQUIPMENT	0.00	0.00	32,908.00	20,850.83	28,934.00
110-1710-516.39-99	OPERATING EQUIPMENT	0.00	0.00	10,572.00	10,632.29	0.00
110-1710-516.51-10	TELEPHONE	0.00	0.00	7,075.00	3,517.54	9,000.00
110-1710-516.51-12	CELLULAR PHONE	0.00	0.00	150.00	150.00	300.00
110-1710-516.51-13	ELECTRICITY	0.00	0.00	20,500.00	21,689.35	41,000.00
110-1710-516.51-14	NATURAL GAS	0.00	0.00	4,500.00	8,903.00	15,000.00

110-1710-516.52-10	LEASES-EQUIPMENTS	0.00	0.00	1,750.00	2,390.85	6,925.00
110-1710-516.56-18	R&M-CLUBHOUSE	0.00	0.00	6,602.00	5,874.69	1,200.00
110-1710-516.56-20	R&M OPERATING EQUIPMENT	0.00	0.00	300.00	291.43	300.00
110-1710-516.62-10	MEMBERSHIP DUES	0.00	0.00	1,767.00	1,762.00	2,634.00
110-1710-516.69-22	LICENSES	0.00	0.00	0.00	0.00	1,125.00
110-1710-516.69-78	BANK FISCAL CHARGES	0.00	0.00	10,750.00	8,619.14	20,000.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
110-1617-511.24-99	OTHER PURCHASE-SERVICES	0.00	0.00	12,588.00	6,802.23	16,888.00
110-1617-511.33-10	JANITORIAL SUPPLIES	0.00	0.00	640.00	639.99	3,140.00
110-1617-511.33-99	OTHER BLDG. MAINT. SUPPLY	0.00	0.00	1,500.00	423.94	1,100.00
110-1617-511.56-18	R&M GOLF COURSE-CLUBHOUSE	0.00	0.00	82,204.00	72,548.59	5,350.00
110-1617-911.81-30	CAPITAL EQUIPMENT	0.00	0.00	15,568.00	15,568.00	0.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
110-1711-717.10-10	F-TIME & REG.PART-TIME	0.00	0.00	37,649.00	36,640.10	38,663.00
110-1711-717.10-98	TEMPORARY HELP	0.00	0.00	73,414.00	67,352.10	73,500.00
110-1711-717.10-99	OVERTIME PAY	0.00	0.00	230.00	217.75	225.00
110-1711-717.15-10	FICA-EMPLOYER	0.00	0.00	6,901.00	6,506.38	6,968.00
110-1711-717.16-16	MEDICARE-EMPLOYER	0.00	0.00	1,614.00	1,521.71	1,630.00
110-1711-717.37-10	UNIFORMS	0.00	0.00	1,700.00	1,011.41	1,700.00
110-1711-717.41-10	HANDICAP	0.00	0.00	1,000.00	805.00	900.00
110-1711-717.41-13	GOLF CLUB-FOR RENT	0.00	0.00	100.00	0.00	100.00
110-1711-717.41-99	OTHER PRO-SHOP SUPPLIES	0.00	0.00	1,475.00	971.07	1,475.00
110-1711-717.42-10	HARDWARE	0.00	0.00	13,000.00	10,639.80	6,500.00
110-1711-717.42-11	APPAREL	0.00	0.00	8,500.00	8,320.28	6,500.00
110-1711-717.42-12	SUNDRIES	0.00	0.00	2,500.00	2,160.20	2,500.00
110-1711-717.42-13	SPECIAL PROMOTIONS EXPENS	0.00	0.00	7,500.00	6,965.39	15,140.00
110-1711-717.42-19	SPECIAL ORDERS	0.00	0.00	4,000.00	2,849.52	4,000.00
110-1711-717.62-10	MEMBERSHIP DUES	0.00	0.00	629.00	629.00	630.00

RESTAURANT/BANQUETS 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 2017/2018 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	DESCRIPTION	FY 2018 BUDGET	FY 2019 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
502-1712-718.10-10	F-TIME & REG.PART-TIME	264,574.00	287,078.20	269,298.00	295,836.30	263,198.00
502-1712-718.10-98	TEMPORARY HELP	138,000.00	155,066.18	138,732.00	134,024.91	140,000.00
502-1712-718.10-99	OVERTIME PAY	500.00	376.28	765.00	488.59	765.00
502-1712-718.15-10	FICA-EMPLOYER	24,964.00	28,429.80	25,348.00	26,882.88	27,268.00
502-1712-718.16-14	TRAVEL FOR MEETING & CONF	50.00	0.00	50.00	0.00	50.00
502-1712-718.16-15	TRAINING & SEMINARS	500.00	247.00	500.00	394.33	500.00
502-1712-718.16-16	MEDICARE-EMPLOYER	5,858.00	6,649.08	5,967.00	6,287.02	5,858.00
502-1712-718.24-12	PRINTING & BINDING	400.00	254.27	400.00	191.79	300.00
502-1712-718.33-11	CLEANING SUPPLIES	5,000.00	5,752.96	5,250.00	5,744.45	5,250.00
502-1712-718.37-10	UNIFORMS	1,600.00	1,602.44	1,600.00	1,810.27	1,600.00
502-1712-718.37-99	OPERATING SUPPLIES	4,646.00	10,777.50	4,000.00	2,950.60	4,000.00
502-1712-718.39-99	OPERATING EQUIPMENT	8,730.00	3,608.65	8,500.00	5,018.84	8,500.00
502-1712-718.43-10	PAPER GOODS	3,000.00	3,012.08	3,200.00	3,851.94	3,400.00
502-1712-718.43-11	UTENSILS, GLASS, CHINAS	2,300.00	1,823.79	2,128.00	2,150.98	4,500.00
502-1712-718.43-12	GLASS & CHINAS	3,000.00	2,087.33	5,705.00	6,054.09	4,500.00
502-1712-718.43-13	FLOWERS/LINENS	24,000.00	30,193.56	28,000.00	44,131.77	40,000.00
502-1712-718.43-14	LINENS	400.00	285.68	400.00	0.00	400.00
502-1712-718.43-99	OTHER F&B GEN. SUPPLIES	528.00	578.92	550.00	348.83	550.00
502-1712-718.44-10	BEVERAGES	13,046.00	18,158.67	16,500.00	16,515.38	16,500.00
502-1712-718.44-11	BEER	23,500.00	24,094.79	25,000.00	23,447.06	25,000.00

502-1712-718.44-12	LIQUOR & WINES	30,000.00	31,312.70	30,000.00	27,933.84	30,000.00
502-1712-718.44-13	FOODS	200,000.00	237,353.35	215,000.00	228,465.69	201,000.00
502-1712-718.44-14	CIGARETTES & TOBACCO	1,500.00	1,055.00	1,500.00	0.00	500.00
502-1712-718.44-15	OTHER F&B SUPLS. FOR SALE	15,000.00	13,033.00	15,000.00	15,014.75	15,000.00
502-1712-718.44-16	FEST F&BEVERAGE	13,356.00	13,506.00	11,953.00	11,952.43	12,000.00
502-1712-718.51-12	CELLULAR PHONE	300.00	300.00	300.00	300.00	300.00
502-1712-718.52-12	GLENDALE FEST BOOTH RENTA	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
502-1712-718.53-18	R&M KITCHEN EQUIPMENT	8,000.00	8,887.28	8,000.00	5,593.41	7,000.00
502-1712-718.62-10	MEMBERSHIP DUES	50.00	50.00	50.00	50.00	50.00
502-1712-718.69-28	DRY CLEANING	100.00	284.00	100.00	0.00	100.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
110-1713-516.10-10	F-TIME & REG.PART-TIME	0.00	0.00	134,796.00	136,508.08	142,009.00
110-1713-516.10-98	TEMPORARY HELP	0.00	0.00	102,000.00	92,854.66	95,000.00
110-1713-516.10-99	OVERTIME PAY	0.00	0.00	1,632.00	1,415.28	2,000.00
110-1713-516.15-10	FICA-EMPLOYER	0.00	0.00	15,433.00	13,953.88	14,796.00
110-1713-516.16-15	TRAINING & SEMINARS	0.00	0.00	410.00	210.00	410.00
110-1713-516.16-16	MEDICARE-EMPLOYER	0.00	0.00	3,609.00	3,263.35	3,460.00
110-1713-516.21-99	OTHER PROFESSIONAL	0.00	0.00	2,500.00	750.00	1,000.00
110-1713-516.34-10	TOPDRESSING SOIL	0.00	0.00	4,000.00	1,252.50	4,000.00
110-1713-516.34-12	GRASS SEEDS	0.00	0.00	1,200.00	224.00	1,200.00
110-1713-516.34-13	LANDSCAPING SUPPLIES	0.00	0.00	5,500.00	5,583.67	5,500.00
110-1713-516.34-14	FERTILIZER & CHEMICALS	0.00	0.00	34,500.00	32,306.15	34,500.00
110-1713-516.35-13	SERVICE DOG	0.00	0.00	7,600.00	7,610.99	7,600.00
110-1713-516.37-10	UNIFORMS	0.00	0.00	1,300.00	1,158.91	1,500.00
110-1713-516.37-80	GAS & FUEL	0.00	0.00	13,000.00	11,542.33	13,000.00
110-1713-516.37-99	OPERATING SUPPLIES	0.00	0.00	860.00	496.27	900.00
110-1713-516.39-90	OPERATING EQUIPMENT	0.00	0.00	1,159.00	1,158.12	0.00
110-1713-516.39-93	OFFICE EQUIPMENT	0.00	0.00	100.00	36.36	100.00
110-1713-516.45-10	MARKERS & MARKING PAINTS	0.00	0.00	1,200.00	826.20	1,200.00
110-1713-516.45-11	GREEN SUPPLIES	0.00	0.00	1,310.00	1,243.18	1,325.00
110-1713-516.45-12	TEE SUPPLIES	0.00	0.00	250.00	44.03	250.00
110-1713-516.45-13	SAND TRAP SUPPLIES	0.00	0.00	1,200.00	79.92	1,200.00
110-1713-516.51-12	CELLULAR PHONE	0.00	0.00	300.00	300.00	300.00
110-1713-516.52-10	LEASES-EQUIPMENTS	0.00	0.00	2,369.00	2,369.00	2,369.00
110-1713-516.52-11	RENTALS-EQUIPMENTS	0.00	0.00	1,319.00	1,466.01	1,389.00

110-1713-516.53-18	GOLF COURSE EQUIPMENTS	0.00	0.00	14,000.00	13,643.67	14,000.00
110-1713-516.54-12	R&M PARKS & GROUNDS-EQP	0.00	0.00	500.00	0.00	250.00
110-1713-516.54-14	R&M GOLF CARTS	0.00	0.00	21,178.00	20,340.99	4,250.00
110-1713-516.56-19	R&M GOLF-MAINT BLDG	0.00	0.00	500.00	3.79	500.00
110-1713-516.57-15	R&M GOLF COURSE	0.00	0.00	22,500.00	21,672.68	16,500.00
110-1713-516.58-10	R&M VEHICLES	0.00	0.00	1,350.00	543.55	0.00
110-1713-516.62-10	MEMBERSHIP DUES	0.00	0.00	900.00	292.00	900.00
110-1713-911.81-18	GOLF COURSE EQUIPMENT	0.00	0.00	284,400.00	5,750.00	41,000.00

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 2019/20, the Golf Fund is estimating a community contribution of \$24,000.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
110-1714-717.16-14	TRAVEL, MEETING & CONF.	0.00	0.00	302.00	301.64	1,250.00
110-1714-717.63-99	OTHER COMM. CONTRIBUTION	0.00	0.00	25,000.00	25,000.00	24,000.00
110-1714-717.69-29	CHARITY CLASSIC EXPENSES	0.00	0.00	15,996.00	15,808.63	14,000.00

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	DESCRIPTION	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
110-1718-516.15-11	UNEMPLOYMENT INSURANCE	0.00	0.00	2,000.00	0.00	2,000.00
110-1718-516.16-10	IMRF-EMPLOYER	0.00	0.00	26,820.00	27,704.69	52,298.00
110-1718-516.16-12	MEDICAL-EMPLOYER	0.00	0.00	51,691.00	45,947.60	101,000.00

RECREATION FUND

FUND DESCRIPTION

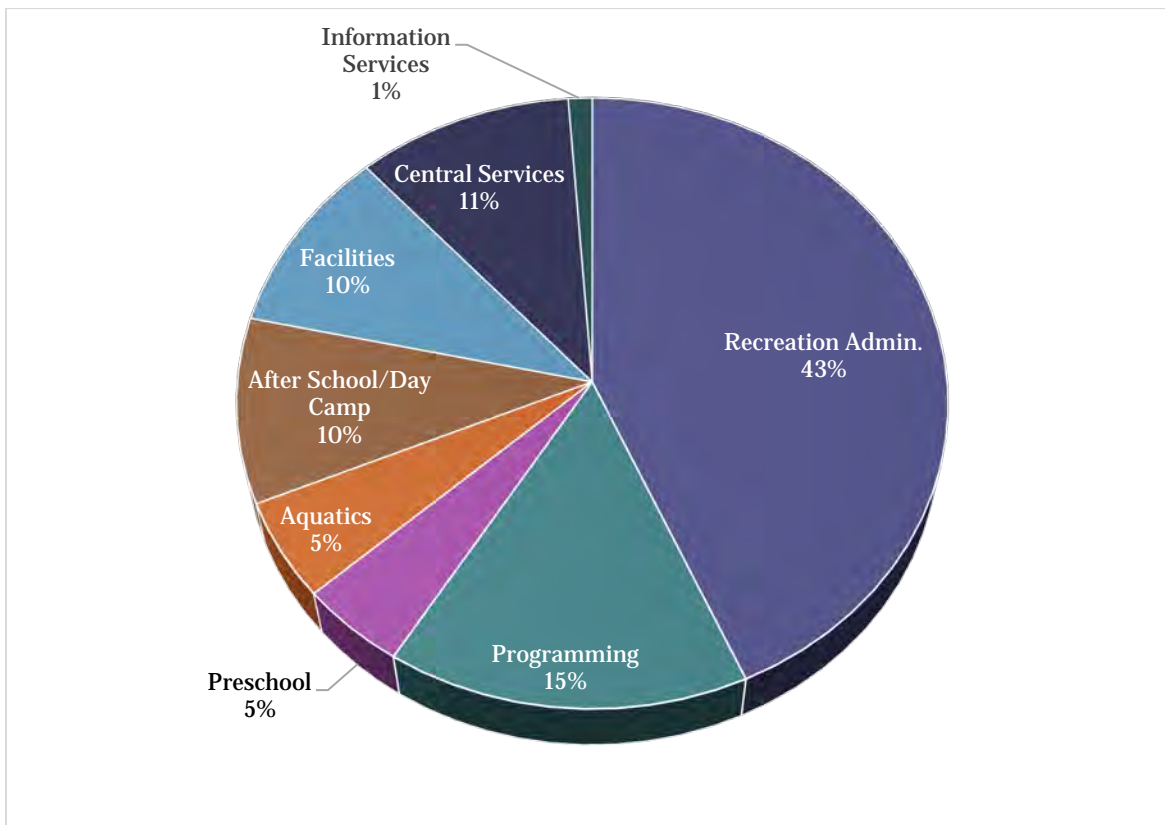
The Recreation Fund is divided into the following eight (8) divisions; Administration, Programming, Preschool, Aquatics, After School/Day Camp, Facilities, Information Services, and Central Services. The Village of Glendale Heights Recreation Fund provides for all municipally supported recreation opportunities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

\$2,580,339

ANNUAL EXPENSES BY DIVISION



ANNUAL REVENUE BY CLASS

ACCOUNT	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Taxes	1,178,000.00	1,178,972.19	1,170,000.00	1,170,000.00
Charges for Services	957,876.00	953,564.06	928,300.00	933,200.00
Miscellaneous Income	224,450.00	208,661.90	227,325.00	212,200.00
TOTAL REVENUE	2,360,326.00	2,341,198.15	2,325,625.00	2,315,400.00

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Administration	768,457.00	761,939.29	801,714.00	1,100,901.00
Programming	515,316.00	417,759.03	435,116.00	417,051.00
Preschool	131,858.00	121,386.50	131,858.00	118,879.00
Aquatics	148,147.00	148,144.53	151,851.00	133,645.00
After School/Day Camp	222,876.00	216,645.82	230,899.00	252,552.00
Facilities	345,152.00	261,918.07	252,480.00	255,773.00
Central Services	240,768.00	244,749.55	266,399.00	271,575.00
Information Systems	34,242.00	34,271.25	35,049.00	29,963.00
TOTAL DIVISION	2,427,816.00	2,222,499.67	2,326,366.00	2,580,339.00



SIGNIFICANT ACCOMPLISHMENTS IN FY 2018/2019

RECREATION DIVISION

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

Throughout 2018, the Recreation Division hosted 26 special events including our first “Go the Extra Mile” Character Counts Color Run with 370 participants. Plans are underway for Hubapalooza scheduled for May 18th. This event will feature fun and exciting activities, discounted registrations, food and prizes.

This was a busy year for the GH2O Aquatic Center as they hosted six special events and accommodated over 19,000 patrons. Thank you to those who came out and joined in the fun activities.

The Recreation Division offered over 60 new programs and trips this year; and we continue to strive to offer more new and exciting programs each year. If you have an idea for a program or class that you would like to see offered at the Sports Hub, please stop in to speak with one of our Recreation Supervisors.

FY 2019/20 GOALS AND OBJECTIVES

RECREATION DIVISION

Recreation Division

Goal #1: Update all manuals and training plans for part-time and seasonal staff

- ❖ Review and revise training materials for part-time and seasonal staff
- ❖ Hold quarterly meetings (at minimum) with staff members (PFCs, SRAs, Pool, and PATH)

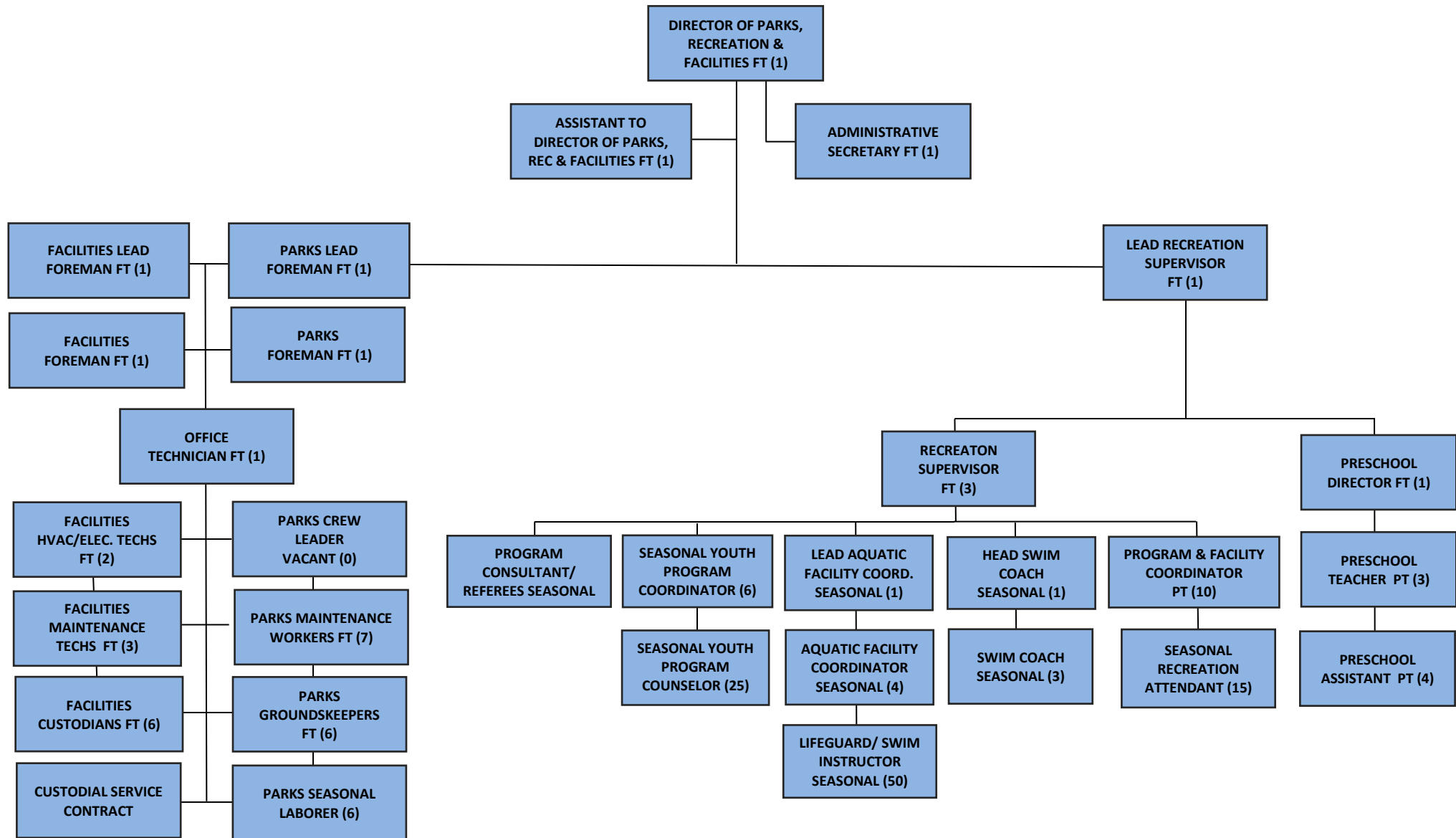
Goal #2: Create Year Round Basketball Program

- ❖ Examine potential new leagues that program participants can also participate in to continue to develop their basketball skills
- ❖ Establish a program plan for organization, tryouts and pricing
- ❖ Examine facility reservations to implement practice and game needs
- ❖ Introduce basketball league tryouts

Goal #3: Engage local businesses in recreational programming

- ❖ Create corporate fitness membership package
- ❖ Promote corporate fitness membership offerings
- ❖ Introduce adult leagues to local businesses
- ❖ Promote several types of recreation sponsorship packages

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE PARKS, RECREATION AND FACILITIES



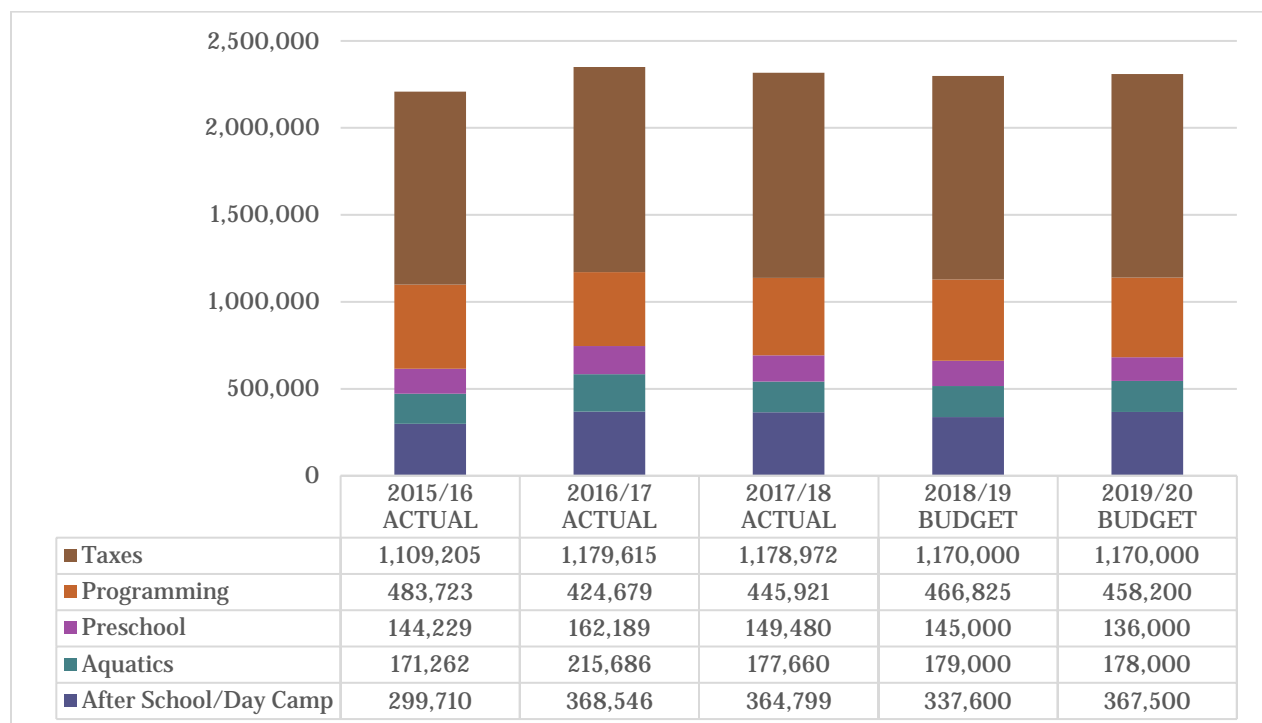
Parks & Recreation's purpose is to guide, assist, and provide direction to staff in meeting the following mission statement: To enrich the quality of life of the community by 1) identifying community needs, 2) mobilizing resources for community action, 3) facilitating growth and recreational opportunity, 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, 17 Part-Time and 121 Seasonal.

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



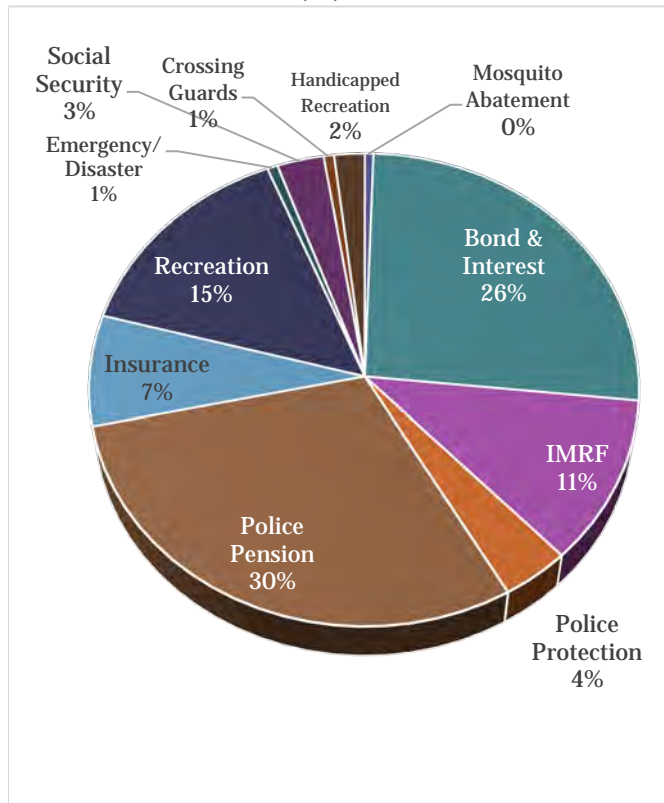
TAXES

Property tax is the Funds largest revenue source and comprises 50.9% of the total budgeted revenue for 2019/20. 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,

2018 Property Tax Levy

Percent (%) Allocation



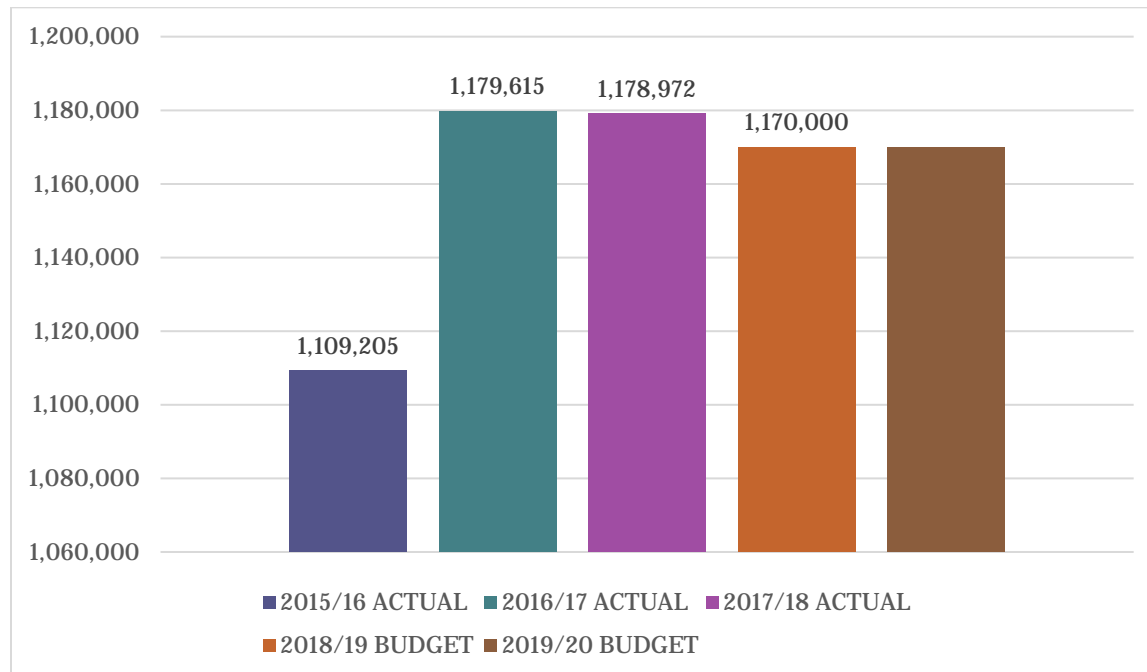
Insurance Fund, Police Pension Fund and some of the Debt Service Fund. Property taxes for 2018, which will be paid in 2019, attach as an enforceable lien on January 1, 2019 on properties assessed as of the same date. Taxes are levied on a calendar year basis by the last Tuesday of December. Tax bills 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 2018 property taxes in fiscal year 2020.

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



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.



Recreation Division

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

Throughout 2018, the Recreation Division hosted numerous special events. Plans are underway for another great year of new and old events for all ages! Soccer has been a big focus this year and we are pleased to announce that we held our first tryouts for a competitive soccer team.

The Recreation Division offered a multitude of new programs and trips this year including expanding tot and youth athletics camps and training. We continue to strive to offer more new and exciting programs each year.

The Sports Hub facility, which was completely renovated in 2013-2014, boasts the following amenities:

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

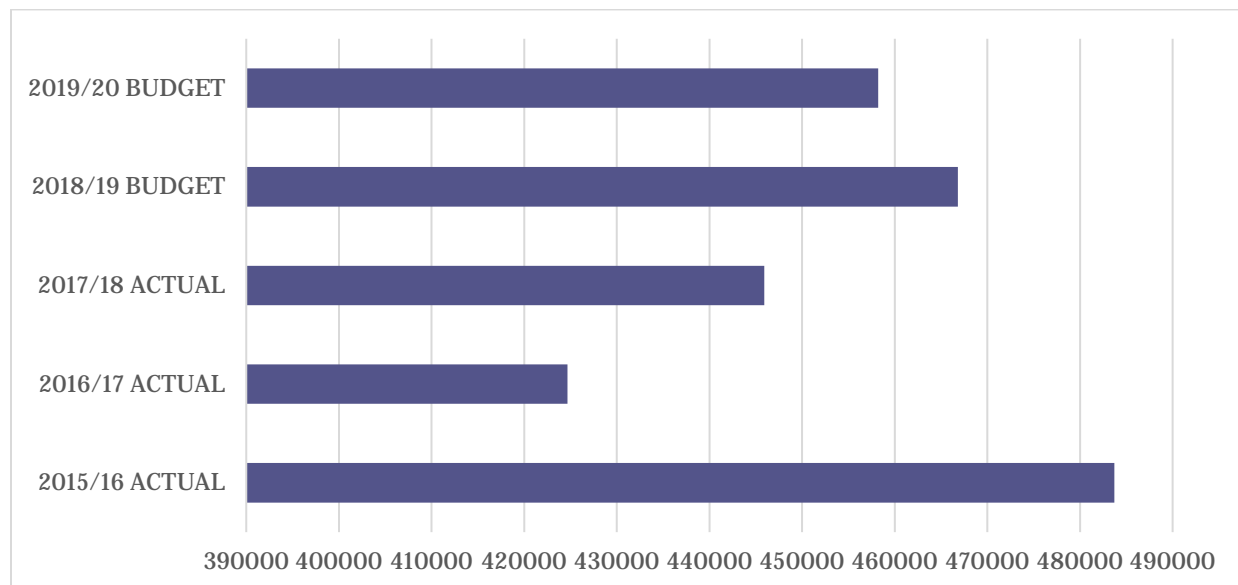
- ❖ Increased space for new fitness equipment
- ❖ Improved A/V
- ❖ New flooring
- ❖ Painted walls

Existing Programming Space

- ❖ Painted walls
- ❖ Replaced flooring

The following line graph shows the historical revenue trends in programming over the last 5 years, including this budget's revenue projection.

Programming Revenue
Five (5) Year History

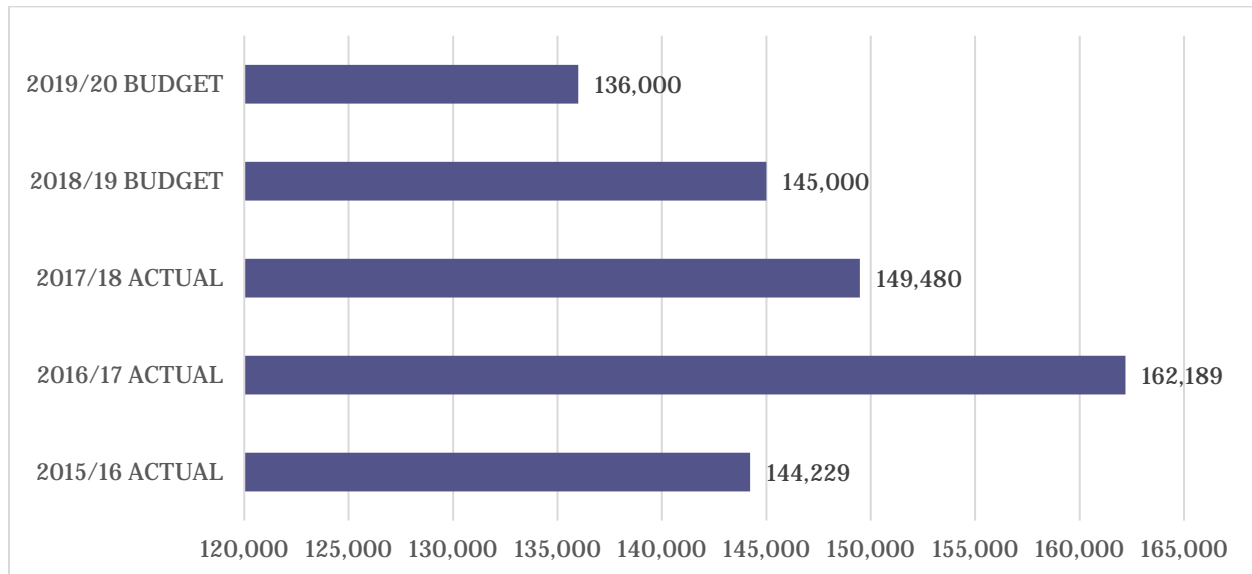


Preschool

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 continue its decline in Fiscal Year 2019/20, primarily due to similar services to be provided by School Districts within the Village. The following line graph shows the historical revenue trends in preschool over the last 5 years, including this budget's revenue projection.

Preschool Revenue Five (5) Year History



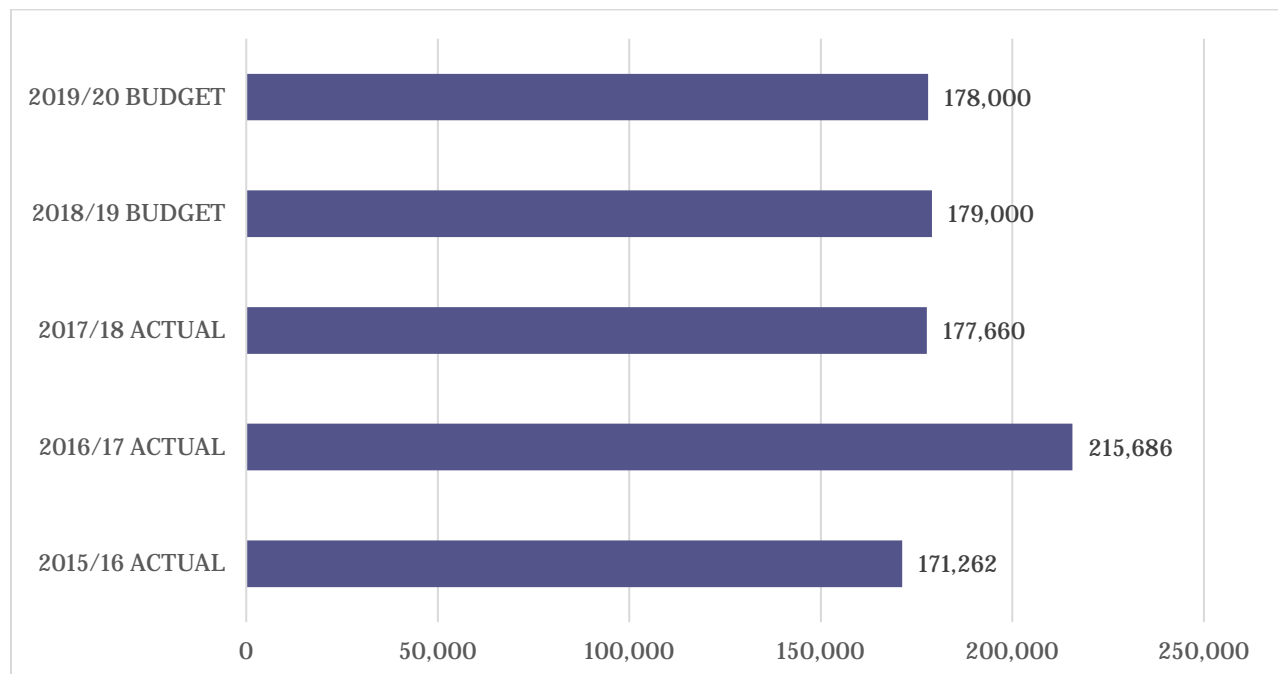
Aquatics

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 and 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). 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 be slightly less in Fiscal Year 2019/20. The following line graph shows the historical revenue trends in aquatics over the last 5 years, including this budget's revenue projection.

Aquatic Revenue Five (5) Year History

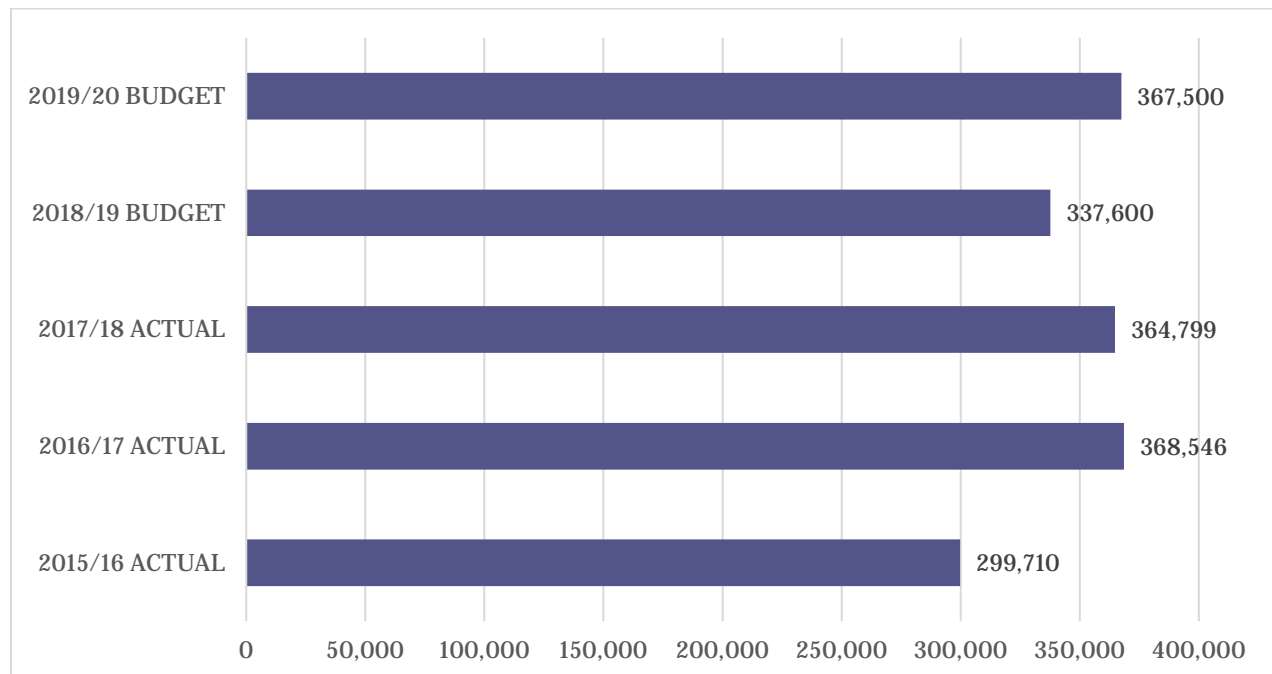


After School/Day Camp

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 Village is estimating that revenue will increase in Fiscal Year 2019/20, primarily due to a greater interest in the program. The following line graph shows the historical revenue trends in afterschool/day camp over the last 5 years, including this budget's revenue projection.

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



PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
201-1610-411.10-17	PLAYGROUND & RECREATION	1,178,000.00	1,178,972.19	1,170,000.00	1,169,580.99	1,170,000.00
201-1610-461.30-10	INTEREST INCOME	600.00	0.00	0.00	0.00	0.00
201-1610-481.59-15	VENDING MACHINE PROCEEDS	3,600.00	4,544.62	4,200.00	4,013.75	4,200.00
201-1610-481.60-14	ADVERTISING	1,000.00	0.00	1,000.00	0.00	1,000.00
201-1610-481.70-10	CASH (OVER) & SHORT	0.00	593.81	0.00	-1,893.73	0.00
201-1610-481.89-10	MISCELLANEOUS INCOME	1,000.00	2,989.08	1,000.00	2,269.02	500.00
201-1612-441.27-11	SOFTBALL TOURNAMENTS	0.00	0.00	0.00	390.00	0.00
201-1612-441.27-12	ADULT GENERAL PROGRAMS	2,500.00	865.00	1,200.00	1,530.00	1,200.00

VILLAGE OF GLENDALE HEIGHTS

ANNUAL BUDGET

201-1612-441.27-13	GENERAL FITNESS CLASSES	10,000.00	6,764.00	8,000.00	4,103.00	8,000.00
201-1612-441.27-14	YOUTH ATHLETICS	13,500.00	12,856.00	15,500.00	23,076.50	16,000.00
201-1612-441.27-15	MARTIAL ARTS	16,000.00	16,547.00	16,000.00	15,988.00	16,000.00
201-1612-441.27-16	DANCE	30,000.00	30,636.90	30,000.00	31,553.75	30,000.00
201-1612-441.27-17	GYMNASTICS	13,000.00	11,949.50	8,000.00	5,180.50	10,000.00
201-1612-441.27-18	YOUTH GENERAL PROGRAMS	5,000.00	2,935.00	2,000.00	3,347.50	2,000.00
201-1612-441.27-19	TOT GENERAL PROGRAMS	8,000.00	7,360.00	8,000.00	7,265.00	7,000.00
201-1612-441.27-21	SOCCER LEAGUE REVENUE	98,500.00	103,024.84	103,500.00	108,382.52	106,000.00
201-1612-441.27-22	MEN'S BASKETBALL REVENUE	25,000.00	20,662.50	19,000.00	15,064.00	19,000.00
201-1612-441.27-24	ADULT SOFTBALL REVENUE	2,000.00	50.00	7,000.00	5,045.00	7,000.00
201-1612-441.27-25	YOUTH BASKETBALL LEAGUES	26,000.00	19,605.50	23,000.00	16,602.50	19,000.00
201-1612-441.27-39	TEEN PROGRAM	1,000.00	637.50	1,000.00	210.00	1,000.00
201-1612-441.27-40	YOUTH BASEBALL/SOFTBALL	20,000.00	23,581.59	23,000.00	19,392.00	24,000.00
201-1612-441.27-42	FOOTBALL/CHEERLEADING	14,000.00	4,150.07	3,600.00	3,060.75	3,500.00
201-1612-481.27-40	YOUTH BASEBALL/SOFTBALL	6,500.00	6,039.58	6,500.00	5,711.17	6,500.00
201-1612-481.27-42	FOOTBALL/CHEERLEADING	3,750.00	1,778.75	1,375.00	840.00	0.00
201-1612-481.29-40	YOUTH BASEBALL/SOFTBALL	500.00	0.00	500.00	0.00	0.00
201-1612-481.31-44	CONCESSION REVENUE	25,000.00	21,378.39	21,853.00	20,282.90	23,000.00
201-1612-481.32-42	FOOTBALL/CHEERLEADING	500.00	466.00	0.00	0.00	0.00
201-1612-481.59-10	GENERAL MEMBERSHIPS	55,000.00	55,358.50	56,000.00	52,005.00	56,000.00
201-1612-481.59-11	ACTIVITY FEES	25,000.00	31,651.00	29,500.00	28,676.00	30,000.00
201-1612-481.59-13	RACQUETBALL COURT FEE	2,000.00	3,155.00	2,500.00	2,475.00	3,000.00
201-1612-481.59-14	FACILITY RENTAL FEE	79,000.00	64,468.66	70,000.00	66,423.69	70,000.00
201-1613-441.27-28	PRESCHOOL	155,000.00	149,479.70	145,000.00	132,355.40	136,000.00
201-1614-441.27-29	SWIM LESSON	38,400.00	38,839.76	30,289.00	30,261.19	35,000.00
201-1614-441.27-30	SWIM DIVE TEAM	14,303.00	14,303.00	12,460.00	12,459.09	13,000.00
201-1614-441.27-31	SWIM PASSES	56,135.00	56,235.00	52,939.00	52,994.00	55,000.00
201-1614-441.27-32	SWIM DAILY FEES	68,256.00	68,281.84	76,413.00	76,438.01	75,000.00
201-1615-441.27-34	DAY CAMP	173,500.00	176,431.40	156,309.00	156,308.06	160,000.00
201-1615-441.27-35	AFTER SCHOOL PROGRAMS	160,000.00	177,501.96	170,000.00	169,932.25	176,000.00
201-1615-441.27-36	SAFETY TOWN	1,682.00	1,682.50	2,187.00	2,187.80	2,000.00
201-1615-441.27-37	SPECIAL ACTIVITIES	6,100.00	9,183.50	9,900.00	9,916.32	11,500.00
201-1699-481.59-31	BASEBALL/SOFTBALL	5,000.00	1,384.00	5,000.00	3,411.00	4,000.00
201-1699-481.59-32	SWIM TEAM	16,000.00	15,348.17	16,000.00	13,224.08	14,000.00
201-1699-481.59-33	FOOTBALL/CHEERLEADING	0.00	92.00	0.00	0.00	0.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
201-1610-711.10-10	F-TIME & REG.PART-TIME	477,146.00	476,849.15	513,213.00	471,084.66	525,008.00
201-1610-711.10-11	HOLIDAY WORKED PAY	1,000.00	0.00	500.00	0.00	500.00
201-1610-711.10-99	OVERTIME PAY	400.00	197.50	250.00	86.29	250.00
201-1610-711.15-10	FICA-EMPLOYER	29,582.00	28,568.86	31,819.00	27,753.06	32,581.00
201-1610-711.15-11	UNEMPLOYMENT INSURANCE	500.00	0.00	500.00	500.00	500.00
201-1610-711.16-14	TRAVEL FOR MEETING & CONF	100.00	47.02	100.00	41.75	300.00
201-1610-711.16-15	TRAINING & SEMINARS	6,550.00	4,877.28	5,950.00	4,920.88	5,850.00
201-1610-711.16-16	MEDICARE-EMPLOYER	6,940.00	6,695.40	7,442.00	6,567.47	7,613.00
201-1610-711.16-29	LICENSES & CERTIFICATIONS	400.00	50.00	400.00	209.00	400.00
201-1610-711.24-12	PRINTING & BINDING	0.00	0.00	0.00	5.12	0.00
201-1610-711.24-14	ADVERTISING	27,890.00	24,843.41	28,115.00	22,356.12	27,615.00
201-1610-711.24-32	SOFTWARE SUPPORT & MAINT	6,234.00	6,233.21	6,300.00	6,300.00	6,500.00
201-1610-711.24-99	OTHER PURCHASED SERVICES	1,525.00	822.93	1,400.00	340.03	1,000.00
201-1610-711.31-17	POSTAGE	11,000.00	8,460.26	11,000.00	8,762.02	10,000.00
201-1610-711.31-99	OFFICE SUPPLIES	700.00	574.22	700.00	297.59	700.00
201-1610-711.32-14	COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	800.00
201-1610-711.37-10	UNIFORMS	6,750.00	6,168.28	6,500.00	3,843.98	6,150.00
201-1610-711.37-80	GAS & FUEL	800.00	450.51	1,100.00	1,079.02	1,400.00
201-1610-711.37-99	OPERATING SUPPLIES	6,200.00	5,749.58	6,400.00	5,176.47	8,200.00
201-1610-711.39-14	RECREATION	5,571.00	9,108.95	2,500.00	1,162.46	3,700.00
201-1610-711.39-93	OFFICE EQUIPMENT	0.00	1,359.42	0.00	0.00	0.00
201-1610-711.39-94	COMPUTER EQUIPMENT	2,265.00	2,264.11	1,200.00	0.00	0.00

VILLAGE OF GLENDALE HEIGHTS

ANNUAL BUDGET

201-1610-711.51-10	TELEPHONE	3,500.00	2,618.51	2,700.00	2,186.85	2,600.00
201-1610-711.51-12	CELLULAR PHONE	1,810.00	1,680.00	1,700.00	1,680.00	1,700.00
201-1610-711.51-13	ELECTRICITY	94,000.00	97,807.06	94,000.00	94,893.59	94,000.00
201-1610-711.51-14	NATURAL GAS	17,000.00	21,191.95	20,000.00	13,275.22	20,000.00
201-1610-711.51-15	WATER	0.00	0.00	10,393.00	8,471.12	10,000.00
201-1610-711.52-10	LEASES-EQUIPMENTS	8,000.00	7,162.00	8,000.00	5,774.37	7,200.00
201-1610-711.53-17	RECREATION EQUIPMENT	7,540.00	10,073.46	4,100.00	2,118.30	4,100.00
201-1610-711.62-10	MEMBERSHIP DUES	2,645.00	2,754.71	2,730.00	2,533.21	2,760.00
201-1610-711.62-11	SUBSCRIPTIONS	50.00	0.00	50.00	0.00	50.00
201-1610-711.69-78	BANK FISCAL CHARGES	16,000.00	17,642.46	16,000.00	14,990.19	16,000.00
201-1610-911.81-17	RECREATION EQUIPMENT	0.00	0.00	0.00	0.00	9,000.00
201-1610-911.84-99	FURNITURE & FIXTURE	1,359.00	0.00	0.00	0.00	0.00
201-1610-981.93-2	TRANSFER TO-COMPUTER REP	0.00	0.00	924.00	924.00	924.00
201-1610-981.93-3	TRANSFER TO-CAPITAL PROJ	0.00	0.00	0.00	0.00	268,500.00
201-1610-981.94-2	TRANSFER TO-LIABILITY INS	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
201-1612-713.10-10	F-TIME & REG.PART-TIME	296,740.00	237,464.49	240,580.00	216,324.98	210,000.00
201-1612-713.10-11	HOLIDAY WORKED PAY	500.00	0.00	200.00	0.00	200.00
201-1612-713.10-99	OVERTIME PAY	400.00	34.03	400.00	80.61	400.00
201-1612-713.15-10	FICA-EMPLOYER	18,400.00	15,918.12	17,567.00	13,740.34	13,058.00
201-1612-713.16-16	MEDICARE - EMPLOYER	5,950.00	3,722.77	4,111.00	3,213.58	3,053.00
201-1612-713.59-14	FACILITY RENTAL SUPPLIES	750.00	351.43	500.00	254.62	500.00
201-1612-713.71-12	ADULT GENERAL PROGRAMS	500.00	180.00	600.00	567.00	840.00
201-1612-713.71-13	GENERAL FITNESS CLASSES	4,500.00	3,548.00	3,500.00	2,281.25	3,500.00
201-1612-713.71-14	YOUTH ATHLETICS	10,125.00	7,719.30	10,850.00	11,011.40	11,200.00
201-1612-713.71-15	MARTIAL ARTS	11,200.00	10,454.10	11,200.00	9,653.00	11,200.00
201-1612-713.71-16	DANCE	19,000.00	17,394.20	21,000.00	19,448.28	21,000.00
201-1612-713.71-17	GYMNASTICS	8,800.00	7,024.80	8,300.00	4,184.10	9,700.00
201-1612-713.71-18	YOUTH GENERAL PROGRAMS	3,300.00	73.50	1,000.00	0.00	900.00
201-1612-713.71-19	TOT GENERAL PROGRAMS	5,600.00	5,335.00	3,500.00	4,895.40	4,500.00
201-1612-713.71-21	SOCCER LEAGUES	9,900.00	8,469.00	8,675.00	12,026.20	13,000.00
201-1612-713.71-25	YOUTH BASKETBALL LEAGUES	900.00	0.00	0.00	130.00	300.00
201-1612-713.71-29	TEEN PROGRAMS	0.00	0.00	0.00	0.00	250.00
201-1612-713.71-40	YOUTH BASEBALL/SOFTBALL	500.00	400.00	500.00	327.78	1,000.00
201-1612-713.71-42	FOOTBALL/CHEERLEADING	2,700.00	2,370.00	500.00	1,000.00	1,000.00
201-1612-713.71-44	CONCESSION WAGES	11,000.00	10,990.50	11,756.00	11,756.36	8,500.00
201-1612-713.72-12	ADULT GENERAL PROGRAMS	500.00	68.98	150.00	0.00	150.00
201-1612-713.72-13	GENERAL FITNESS CLASSES	500.00	0.00	300.00	0.00	150.00
201-1612-713.72-14	YOUTH ATHLETICS	100.00	0.00	0.00	0.00	0.00
201-1612-713.72-16	DANCE PROGRAMS	4,300.00	4,025.63	198.00	197.84	200.00
201-1612-713.72-18	YOUTH GENERAL PROGRAMS	200.00	0.00	200.00	340.32	500.00
201-1612-713.72-19	TOT GENERAL PROGRAMS	300.00	71.53	100.00	0.00	200.00
201-1612-713.72-21	SOCCER LEAGUES	9,700.00	11,224.39	9,100.00	8,430.62	9,000.00
201-1612-713.72-22	MENS BASKETBALL LEAGUES	500.00	0.00	150.00	0.00	150.00
201-1612-713.72-24	SOFTBALL LEAGUES	450.00	0.00	700.00	489.89	700.00
201-1612-713.72-25	YOUTH BASKETBALL LEAGUES	4,400.00	2,892.26	3,500.00	2,866.72	3,000.00
201-1612-713.72-29	TEEN PROGRAMS	600.00	372.46	500.00	87.87	250.00
201-1612-713.72-40	YOUTH BASEBALL/SOFTBALL	14,400.00	10,306.67	12,650.00	6,532.74	12,000.00
201-1612-713.72-42	FOOTBALL/CHEERLEADING	12,941.00	12,468.50	4,550.00	3,766.47	3,650.00
201-1612-713.72-44	CONCESSION SUPPLIES	14,800.00	14,513.21	15,164.00	15,163.54	14,500.00
201-1612-713.73-16	DANCE	300.00	0.00	100.00	0.00	100.00
201-1612-713.73-21	SOCCER LEAGUES	2,150.00	2,009.04	2,400.00	2,365.50	2,400.00
201-1612-713.73-22	MENS BASKETBALL LEAGUES	6,200.00	4,753.04	4,735.00	4,735.00	5,000.00

201-1612-713.73-24	SOFTBALL LEAGUES	300.00	0.00	1,456.00	1,455.91	1,500.00
201-1612-713.73-25	YOUTH BASKETBALL LEAGUES	950.00	597.84	800.00	434.10	700.00
201-1612-713.73-40	YOUTH BASEBALL/SOFTBALL	500.00	471.48	450.00	379.92	450.00
201-1612-713.73-42	FOOTBALL/CHEERLEADING	659.00	658.50	400.00	108.00	150.00
201-1612-713.74-21	SOCCER LEAGUES	13,250.00	13,163.00	14,000.00	13,823.00	14,000.00
201-1612-713.74-22	MENS BASKETBALL LEAGUES	1,300.00	1,320.00	1,300.00	1,545.00	1,300.00
201-1612-713.74-24	SOFTBALL LEAGUES	650.00	0.00	1,750.00	1,020.00	1,750.00
201-1612-713.74-25	YOUTH BASKETBALL LEAGUES	5,425.00	4,720.00	5,000.00	4,050.00	5,000.00
201-1612-713.74-40	YOUTH BASEBALL/SOFTBALL	4,500.00	3,611.00	4,700.00	4,601.00	5,300.00
201-1612-713.75-12	ADULT GENERAL PROGRAMS	1,000.00	0.00	200.00	0.00	0.00
201-1612-713.75-29	TEEN TRIPS/EVENTS	100.00	0.00	100.00	0.00	100.00
201-1612-713.75-40	YOUTH BASEBALL/SOFTBALL	500.00	471.75	300.00	240.86	500.00
201-1612-713.75-42	FOOTBALL/CHEERLEADING	1,500.00	1,100.91	300.00	268.75	650.00
201-1612-713.76-16	DANCE	1,576.00	1,576.00	1,752.00	2,453.50	1,600.00

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 Benefits of Preschool

Most medical professionals, as well as educators, agree that the ages three through five are crucial periods in a child's education and development. Enrolling your child in a preschool program will help to lay the foundation for academics, social interaction skills, as well as build self-confidence in a child.

Our preschool program curriculum reflects the guidelines of the state of Illinois learning standards. We are proud to be licensed by the Illinois Department of Children & Family Services (D.C.F.S.).

Prepare your child for kindergarten and beyond through fun learning experiences and activities at the Glendale Heights Preschool!

Summer Preschool (Ages 3-5)

Introduce your child to the preschool classrooms and preschool staff by enrolling them in this fun summer preschool class. Children will explore preschool classrooms and have fun playing games, doing crafts, music, outdoor play and water park activities.

Introduction to Preschool (Ages 2.5-3)

This class is a great way to prepare your child for our Preschool Program. Children will meet preschool staff and become familiar with the classrooms. Emphasis is placed on socialization skills, as well as building self-esteem. Each week a new theme will be explored through fun-filled stories, songs, finger plays, art and dramatic play. Please bring a small snack and drink. Children must be 2.5 years old and wear pull-ups.

Preschool Explorers (Age 3-4)

This class gives children the opportunity to explore, discover, problem solve and build self-esteem. Children will be introduced to colors, numbers and shapes through developmentally appropriate activities with emphasis on social and emotional growth. Fees include field trips and vision/hearing testing.

Pre-K Adventurers ~ 3 Days (Age 4-5)

This pre-kindergarten class is recommended for children who will start kindergarten in the Fall of 2017. The Alphabet, letters, numbers, shapes, color recognition, socialization and name writing are some of the areas of emphasis for a smooth transition into kindergarten. Fees include field trips and vision/hearing testing.

Pre-K Adventurers ~ 5 Days (Age 4-5)

This pre-kindergarten class is recommended for children who will start kindergarten in the Fall of 2017. The Alphabet, letters, numbers, shapes, color recognition, socialization and name writing are some of the areas of emphasis for a smooth transition into kindergarten. Fees include field trips and vision/hearing testing.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
201-1613-714.10-10	F-TIME & REG.PART-TIME	115,000.00	107,315.80	117,235.00	105,454.57	103,000.00
201-1613-714.15-10	FICA-EMPLOYER	7,130.00	6,543.90	7,269.00	6,422.14	6,386.00
201-1613-714.16-16	MEDICARE - EMPLOYER	1,668.00	1,530.38	1,700.00	1,501.87	1,493.00
201-1613-714.24-99	PURCHASED SERVICES	1,100.00	1,044.00	1,100.00	0.00	1,100.00
201-1613-714.72-28	PRESCHOOL	4,300.00	3,376.14	4,300.00	2,677.27	4,300.00
201-1613-714.76-28	PRESCHOOL	2,660.00	2,659.50	2,660.00	2,433.75	2,600.00

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.)



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.

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.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
201-1614-715.10-99	OVERTIME PAY	1,807.00	1,806.16	4,898.00	4,897.34	2,000.00
201-1614-715.15-10	FICA-EMPLOYER	7,970.00	7,971.76	7,373.00	7,372.93	7,533.00
201-1614-715.16-16	MEDICARE-EMPLOYER	1,865.00	1,864.34	1,725.00	1,724.34	1,762.00
201-1614-715.71-29	SWIM LESSONS	11,009.00	11,008.68	13,084.00	13,084.00	14,500.00
201-1614-715.71-30	SWIM DIVE TEAM	9,664.00	9,662.95	7,083.00	7,082.89	8,000.00
201-1614-715.71-31	SALARIES AND WAGES	113,017.00	113,016.72	93,852.00	93,851.55	97,000.00
201-1614-715.72-29	SWIM LESSONS	0.00	0.00	13.00	12.38	150.00
201-1614-715.72-30	SWIM DIVE TEAM	1,376.00	1,375.90	445.00	445.00	700.00
201-1614-715.72-31	SWIM PASSES	1,439.00	1,438.02	1,356.00	1,355.75	2,000.00

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.



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

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 the group enjoyed several exciting and educational trips.

Spring Break Camp

PATH counselors get the opportunity to engage with PATH Spring Break Camp Participants visiting places like 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 weekly field trips.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
201-1615-716.10-99	OVERTIME PAY	613.00	612.54	300.00	183.48	200.00
201-1615-716.15-10	FICA-EMPLOYER	9,772.00	9,802.02	11,284.00	11,721.09	11,470.00
201-1615-716.16-16	MEDICARE-EMPLOYER	2,286.00	2,292.54	2,638.00	2,741.29	2,682.00
201-1615-716.71-34	SALARIES & WAGES DAY CAMP	80,045.00	79,933.94	98,995.00	102,048.53	100,000.00
201-1615-716.71-35	SALARIES & WAGES PATH	79,310.00	77,547.44	83,000.00	86,815.04	85,000.00
201-1615-716.72-34	DAY CAMP	2,107.00	2,106.34	2,200.00	2,181.84	2,200.00
201-1615-716.72-35	AFTER SCHOOL PROGRAM	4,000.00	3,512.37	3,500.00	1,955.76	3,000.00
201-1615-716.72-37	SPECIAL ACTIVITIES	8,440.00	10,155.28	11,300.00	8,876.63	11,500.00
201-1615-716.75-34	DAY CAMP	14,054.00	14,053.81	13,083.00	13,082.72	15,000.00
201-1615-716.75-35	AFTER SCHOOL PROGRAMS	4,300.00	3,634.02	4,500.00	3,150.17	4,500.00
201-1615-716.76-34	DAY CAMP	10,749.00	10,748.07	11,080.00	11,080.20	12,000.00
201-1615-716.76-35	AFTER SCHOOL PROGRAMS	7,200.00	4,847.50	7,200.00	3,870.25	5,000.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
201-1617-511.10-10	F-TIME & REG.PART-TIME	131,101.00	132,342.60	130,450.00	134,041.68	137,472.00
201-1617-511.10-99	OVERTIME PAY	1,500.00	1,627.77	1,500.00	1,392.65	1,500.00
201-1617-511.15-10	FICA-EMPLOYER	8,128.00	7,893.12	8,088.00	7,988.07	8,616.00
201-1617-511.16-15	TRAINING & SEMINARS	100.00	0.00	0.00	0.00	100.00
201-1617-511.16-16	MEDICARE-EMPLOYER	1,923.00	1,845.90	1,892.00	1,868.22	2,015.00
201-1617-511.24-99	OTHER PURCHASE-SERVICES	53,850.00	50,798.36	50,680.00	44,460.51	52,170.00
201-1617-511.33-10	JANITORIAL SUPPLIES	7,500.00	6,968.47	5,978.00	5,166.63	7,000.00
201-1617-511.33-12	ELECTRICAL SUPPLIES	1,500.00	1,534.60	2,159.00	2,123.18	2,200.00
201-1617-511.33-13	HARDWARE SUPPLIES	1,800.00	1,867.55	1,343.00	1,342.51	600.00
201-1617-511.33-15	PLUMBING SUPPLIES	600.00	314.73	441.00	389.44	500.00
201-1617-511.33-16	LUMBER SUPPLIES	200.00	176.72	280.00	306.69	200.00
201-1617-511.33-99	OTHER BLDG. MAINT. SUPPLY	7,400.00	6,153.94	6,199.00	5,458.75	6,600.00
201-1617-511.56-11	SPORTS HUB	51,550.00	21,840.26	50,319.00	33,745.05	36,500.00
201-1617-911.81-17	RECREATION EQUIPMENT	78,000.00	38,600.00	63,550.00	63,549.55	0.00

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	DESCRIPTION	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
201-1618-711.16-10	IMRF-EMPLOYER RECREATION	104,079.00	116,969.13	117,324.00	104,192.80	117,000.00
201-1618-711.16-12	MEDICAL-EMPLOYER	136,114.00	127,469.38	130,500.00	139,399.77	154,000.00
201-1618-711.16-30	OPT OUT MED INSURANCE	200.00	120.00	200.00	120.00	200.00
201-1618-711.16-32	HEALTH & WELLNESS PROG.	375.00	371.59	375.00	0.00	375.00

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 a contracted specialized Technology 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 coordinates our Central Square Technologies cloud based solution 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
201-1811-711.10-10	F-TIME & REG.PART-TIME	13,621.00	13,993.46	13,833.00	14,150.59	14,550.00
201-1811-711.10-99	OVERTIME PAY	96.00	45.12	200.00	191.63	200.00
201-1811-711.15-10	FICA-EMPLOYER	851.00	837.56	870.00	880.37	915.00
201-1811-711.16-16	MEDICARE-EMPLOYER	198.00	195.84	204.00	205.90	214.00
201-1811-711.21-15	NETWORK CONSULTING	13,974.00	13,697.61	14,202.00	14,201.52	14,084.00
201-1811-711.32-15	COMPUTER EQUIPMENT	5,502.00	5,501.66	1,038.00	1,037.80	0.00

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**REVENUES**

ACCOUNT NUMBER	DESCRIPTION	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
202-0-411.10-18	EMERGENCY/DISASTER	51,867.77	51,000.00	51,146.05	51,000.00
202-0-461.30-10	INTEREST INCOME	0.00	0.00	0.00	0.00
202-0-481.43-10	FEDERAL GRANTS	0.00	0.00	0.00	0.00
202-0-481.43-11	STATE OF IL.	0.00	0.00	0.00	0.00
202-0-481.89-10	MISCELLANEOUS INCOME	90.00	0.00	0.00	0.00

EXPENDITURES

202-0-521.10-10	F-TIME & REG.PART TIME	24,447.00	26,351.23	32,071.00	33,914.92
202-0-521.15-10	FICA-EMPLOYER	1,516.00	1,633.78	1,988.00	2,102.74
202-0-521.16-10	IMRF-EMPLOYER PUBLIC SFTY	3,141.00	3,371.36	3,987.00	4,031.49
202-0-521.16-12	MEDICAL-EMPLOYER	0.00	0.00	0.00	0.00
202-0-521.16-14	TRAVEL FOR MEETING & CONF	0.00	0.00	0.00	0.00
202-0-521.16-15	TRAINING & SEMINARS	21,000.00	291.00	1,000.00	200.00
202-0-521.16-16	MEDICARE - EMPLOYER	354.00	382.06	466.00	491.72
202-0-521.24-12	PRINTING & BINDING	100.00	0.00	100.00	0.00
202-0-521.24-32	SOFTWARE SUPPORT & MAINT	8,500.00	8,500.00	8,500.00	708.33
202-0-521.37-10	UNIFORMS	800.00	799.85	800.00	509.90
202-0-521.37-80	GAS & FUEL	550.00	339.51	800.00	726.43
202-0-521.37-82	TIRES	0.00	0.00	0.00	0.00
202-0-521.37-99	OPERATING SUPPLIES	1,000.00	939.69	1,500.00	355.10
202-0-521.51-11	PAGER	0.00	0.00	0.00	0.00
202-0-521.51-12	CELLULAR PHONE	300.00	300.00	300.00	300.00
202-0-521.54-10	R&M VEHICLES	0.00	0.00	0.00	0.00
202-0-521.55-60	R&M OFFICE EQUIPMENT	0.00	0.00	0.00	0.00
202-0-521.57-20	R&M OPERATING EQUIPMENT	3,000.00	2,703.86	4,000.00	3,309.14
202-0-521.61-20	ESDA	6,000.00	4,019.92	6,000.00	3,729.92
202-0-521.62-10	MEMBERSHIP DUES	0.00	0.00	0.00	0.00
202-0-521.69-79	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00
202-0-521.69-98	CERT PROGRAM EXPENSES	400.00	361.43	400.00	0.00
202-0-911.81-10	POLICE DEPARTMENT	0.00	0.00	0.00	0.00
202-0-981.93-1	TRANSFER TO-VEHICLE REP	0.00	0.00	0.00	0.00
202-0-981.93-2	TRANSFER TO-COMPUTER REP	0.00	0.00	332.00	332.00

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****REVENUES**

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
203-0-411.10-19	REC.HANDICAPPED-NEDSRA	168,000.00	169,590.17	150,000.00	150,357.10	150,000.00

EXPENDITURES

203-0-711.63-15	REC.HANDICAPPED-NEDSRA	167,200.00	168,450.00	172,000.00	172,047.00	176,000.00
203-0-711.63-99	OTHER COMM. CONTRIBUTION	3,200.00	3,220.00	760.00	760.00	800.00

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.

2019/20 BUDGET HIGHLIGHTS

REVENUE:

Intergovernmental

- ❖ The Fiscal Year 2019/20 MFT Allocation is budgeted based on the State of Illinois per capita formula of \$25.75 times 34,208 population. This represents no change from the preceding year's budget.



- ❖ Interest Income remains unchanged from the prior year.

EXPENDITURES:

- ❖ 2019 MFT Road Program.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY**REVENUES**

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
204-0-431.20-10	MOTOR FUEL TAX	908,456.00	900,621.32	878,752.00	819,604.76	897,594.00
204-0-461.30-10	INTEREST INCOME	1,500.00	26,800.93	26,500.00	32,529.30	25,000.00

EXPENDITURES

204-0-531.21-14	ENGINEERING	0.00	50,905.00	0.00	0.00	0.00
204-0-911.87-13	STREET IMPROVEMENT PGM	1,650,905.00	1,379,931.29	1,192,951.00	1,146,391.07	1,100,000.00

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



REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
206-0-441.28-10	CARNIVAL PROCEEDS	365,276.00	365,276.42	375,127.00	375,182.25	379,887.00
206-0-441.28-12	BOOTH RENTAL	57,100.00	57,700.00	59,600.00	59,600.00	65,440.00
206-0-481.70-10	CASH (OVER) & SHORT	0.00	-229.24	-1,202.00	-1,201.78	0.00
206-0-481.89-10	MISCELLANEOUS INCOME	8,752.00	8,752.10	18,596.00	18,596.25	18,750.00



EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
206-0-719.24-12	PRINTING & BINDING	200.00	146.71	147.00	146.71	200.00
206-0-719.24-19	ENTERTAINMENT-SPL. EVENTS	302,676.00	296,175.62	304,641.00	304,640.90	318,041.00
206-0-719.24-99	OTHER PURCHASE-SERVICES	25,182.00	25,181.59	34,708.00	34,707.69	45,575.00
206-0-719.37-10	UNIFORMS	0.00	0.00	713.00	712.22	1,000.00
206-0-719.37-99	OPERATING SUPPLIES	2,863.00	2,809.59	4,000.00	3,622.18	5,500.00
206-0-719.52-11	RENTALS-EQUIPMENTS	42,405.00	42,404.40	47,604.00	48,369.35	58,000.00
206-0-719.69-99	MISCELLANEOUS EXPENSE	95.00	693.25	435.00	514.09	800.00
206-0-981.91-1	TRANSFER TO-GENERAL FUND	56,500.00	56,500.00	57,223.00	57,223.00	34,961.00

PARK DEVELOPMENT FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

To account for Developers' contributions and other revenues dedicated for future Parks and Recreation Improvements.

2019/20 BUDGET HIGHLIGHTS

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
207-0-441.25-12	TOWER RENTAL	45,984.00	46,137.16	47,823.00	47,982.65	49,736.00
207-0-481.60-10	PARKS & REC.IMPROVEMENT	0.00	0.00	10,000.00	10,000.00	10,000.00

Revenues

- ❖ The Village receives a lease payment for the cellular tower that is in Camera Park and also an annual contribution as part of a Redevelopment Agreement for property located south of North Avenue and east of Western Avenue. These funds are earmarked for Park Improvements.

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
207-0-981.93-3	TRANSFER TO-CAPITAL PROJ	180,000.00	180,000.00	13,600.00	13,600.00	0.00

Transfers

- ❖ There are no transfers included in the FY 2019/2020 budget to the Capital Projects Fund.

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.

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
210-0-451.29-97	TOWING REIMBURSEMENTS	200.00	0.00	200.00	0.00	200.00
210-0-451.29-99	MISCELLANEOUS CHARGES	0.00	781.98	2,500.00	2,017.68	0.00
210-0-461.30-10	INTEREST INCOME	100.00	0.00	0.00	0.00	0.00
210-0-481.50-40	ADMINISTRATIVE FEE	2,000.00	1,895.00	4,000.00	5,000.00	2,000.00
210-0-481.50-41	SALES OF VEHICLE ART-36	21,205.00	2,748.50	21,205.00	11,055.50	21,205.00
210-0-481.89-10	MISCELLANEOUS INCOME	0.00	95.00	0.00	0.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
210-0-511.24-32	SOFTWARE MAINT & SUPPORT	0.00	779.93	2,340.00	2,339.79	0.00
210-0-511.39-99	OPERATING EQUIPMENT	3,029.00	2,271.71	3,120.00	2,410.33	3,250.00
210-0-511.50-40	VEHICLE TITLE & REGIST	2,500.00	570.00	2,500.00	570.00	2,500.00
210-0-511.50-42	TOWING EXPENSE	2,500.00	0.00	2,500.00	0.00	2,500.00
210-0-511.50-43	GAS & OIL	100.00	0.00	100.00	0.00	100.00
210-0-511.50-49	MISC. EXPENSE ART-36	2,750.00	290.00	2,750.00	22.59	15,951.00
210-0-511.51-10	TELEPHONE	940.00	630.00	1,175.00	630.00	1,175.00
210-0-511.62-10	MEMBERSHIP DUES	500.00	500.00	4,000.00	500.00	4,000.00
210-0-511.62-11	SUBSCRIPTIONS	4,060.00	4,058.40	4,060.00	4,058.40	4,060.00
210-0-511.69-99	MISCELLANEOUS EXPENSE	5,000.00	205.00	5,000.00	400.00	5,000.00

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.



REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
211-0-411.10-11	I.M.R.F.	950,000.00	957,514.23	900,000.00	899,677.68	950,000.00
211-0-461.30-10	INTEREST INCOME	100.00	0.00	0.00	0.00	0.00
211-0-481.89-10	MISCELLANEOUS INCOME	0.00	8,852.09	0.00	0.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
211-0-513.16-10	IMRF-EMPLOYER GEN GOV'T	997,224.00	877,439.98	900,000.00	843,554.50	950,000.00
211-0-513.69-78	BANK FISCAL CHARGES	0.00	138.69	0.00	0.00	0.00

IMRF Rates – last five (5) years

2020: 12.35%*

2019: 10.40%

2018: 12.69%

2017: 12.85%

2016: 13.24%

*preliminary

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.

FY 2018/19 BUDGET HIGHLIGHTS

REVENUES

- ❖ The Village anticipates receiving \$400,000 from the Community Development Block Grant program (CDBG) for street improvements on Gregory Avenue.

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
212-0-411.10-50	ROAD & BRIDGES	155,000.00	147,920.55	135,000.00	131,195.25	132,000.00
212-0-411.16-11	HOME RULE TAX-ROAD PROG	2,235,000.00	2,310,386.26	2,400,000.00	2,047,792.92	2,460,000.00
212-0-411.16-12	STORMWATER	285,000.00	288,798.25	300,000.00	299,246.69	768,750.00
212-0-461.30-10	INTEREST INCOME	500.00	0.00	9.00	8.73	0.00
212-0-481.43-10	FEDERAL GRANTS	0.00	0.00	400,000.00	0.00	400,000.00
212-0-481.43-12	COUNTY STORMWATER GRANT	0.00	11,166.29	0.00	0.00	0.00
212-0-481.89-10	MISCELLANEOUS INCOME	200.00	4,839.00	1,500.00	5,468.75	1,500.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
212-0-531.21-11	PROF-LEGAL	30,000.00	18,539.70	35,000.00	7,275.43	30,000.00
212-0-531.21-14	ENGINEERING	371,039.00	184,811.52	456,585.00	275,960.53	218,500.00
212-0-531.24-13	SIDEWALKS	84,000.00	71,529.25	138,220.00	109,906.40	125,000.00
212-0-531.37-11	CHEMICALS	116,100.00	110,890.73	148,000.00	112,542.59	174,000.00
212-0-531.57-13	R&M STORM SEWERS	20,000.00	2,711.60	15,000.00	5,128.35	15,000.00
212-0-531.57-15	R&M ROADS	72,950.00	43,435.02	47,000.00	50,708.18	78,000.00
212-0-531.69-82	STATE ADMIN.COLLECT.FEE	41,700.00	47,305.16	51,200.00	39,321.15	48,431.00
212-0-911.87-13	STREET IMPROVEMENT PGM	922,162.00	12,252.01	1,302,795.00	582,503.76	2,024,592.00
212-0-911.87-27	STORMWATER IMPROVEMENTS	309,191.00	249,243.52	515,206.00	194,043.91	942,000.00
212-0-981.92-52	TRANSFER TO SSA #2	155,725.00	155,725.00	101,640.00	101,640.00	103,924.00
212-0-981.92-53	TRANSFER TO SSA #3	89,727.00	89,727.00	65,313.00	65,313.00	66,021.00
212-0-981.94-1	TRANSFER TO-DEBT SERVICE	1,195,446.00	1,195,446.00	1,213,806.00	1,213,806.00	593,423.00

TAX INCREMENT FINANCING (T.I.F.) #1 FUND

North Avenue

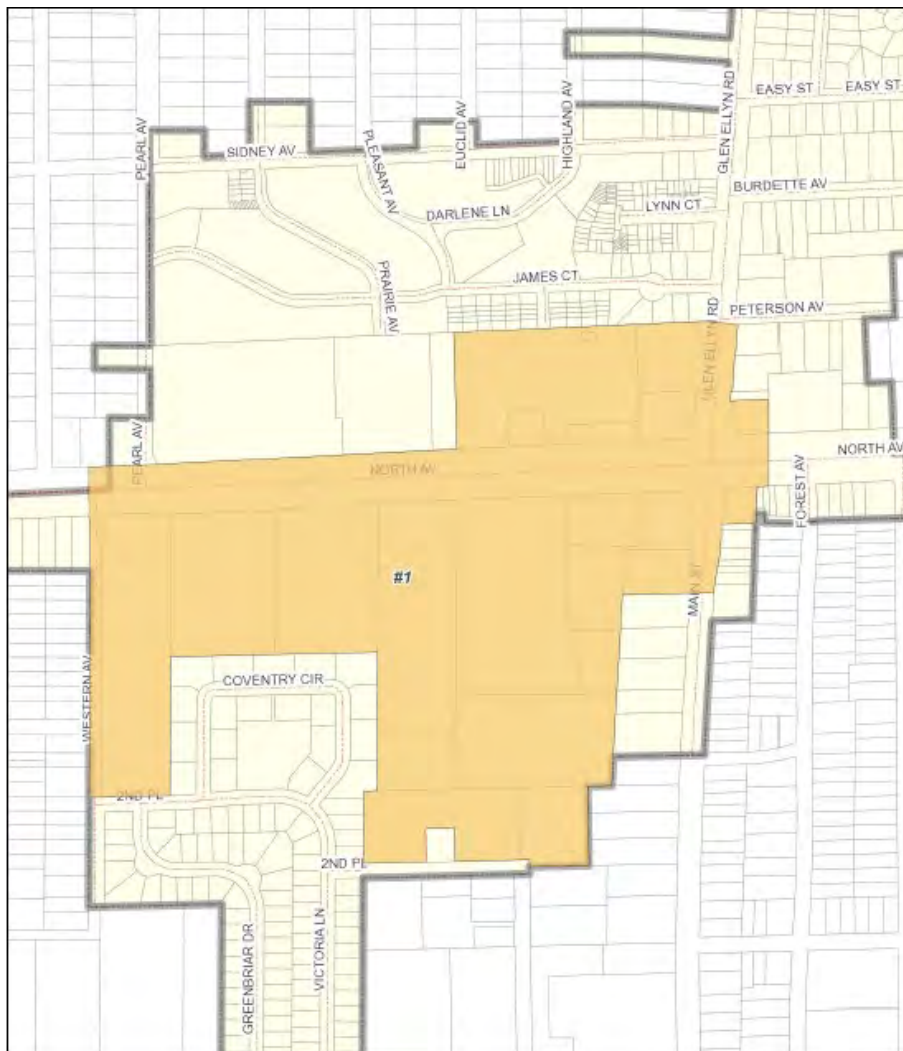
GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

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 2017/18, the Village completed the first phase of 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 In TIF #1



DuPage Dodge/Chrysler/Jeep/Ram



Glendale Square Shopping Center

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY**REVENUES**

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
241-0-411.10-51	TAX INCREMENT FINANCING	702,000.00	706,736.62	739,427.00	739,427.23	710,000.00
241-0-411.11-10	MUNICIPAL SALES TAX	200,000.00	192,869.50	200,000.00	193,493.45	200,000.00
241-0-461.30-10	INTEREST INCOME	500.00	0.00	0.00	0.00	0.00
241-0-481.43-10	FEDERAL GRANTS	2,545,716.00	1,515,712.45	800,000.00	0.00	800,000.00
241-0-481.43-11	STATE OF IL.	0.00	0.00	0.00	0.00	0.00
241-0-481.71-10	(GAIN) & LOSS INVESTMENTS	0.00	0.00	0.00	0.00	0.00
241-0-491.92-42	TRANSFER FROM-TIF 02	0.00	0.00	0.00	0.00	0.00
241-0-491.92-44	TRANSFER FROM TIF #4	710,000.00	710,000.00	0.00	0.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
241-0-531.21-10	AUDITING	6,575.00	6,575.00	2,575.00	2,575.00	6,775.00
241-0-531.21-11	PROF-LEGAL	131,260.00	57,784.45	100,000.00	50,278.45	100,000.00
241-0-531.21-14	ENGINEERING	729,915.00	298,591.30	428,608.00	43,912.29	237,000.00
241-0-531.24-99	OTHER PURCHASED SERVICES	0.00	8,259.43	24,127.00	4,084.00	0.00
241-0-531.63-95	RDA DUPAGE JEEP	0.00	0.00	1,300,000.00	0.00	1,300,000.00
241-0-531.63-98	RDA KELLY MOON	422,500.00	387,827.26	265,500.00	260,544.45	265,500.00
241-0-531.69-99	MISCELLANEOUS EXPENSE	0.00	111.38	0.00	0.00	0.00
241-0-911.86-10	LAND ACQUISITION	407,437.00	358,710.00	0.00	0.00	0.00
241-0-911.87-13	STREET IMPROVEMENT PGM	4,248,444.00	749,156.66	1,967,743.00	18,305.86	1,925,000.00
241-0-981.91-1	TRANSFER TO-GENERAL FUND	70,000.00	70,000.00	50,000.00	50,000.00	50,000.00

TAX INCREMENT FINANCING (T.I.F.) #2 FUND

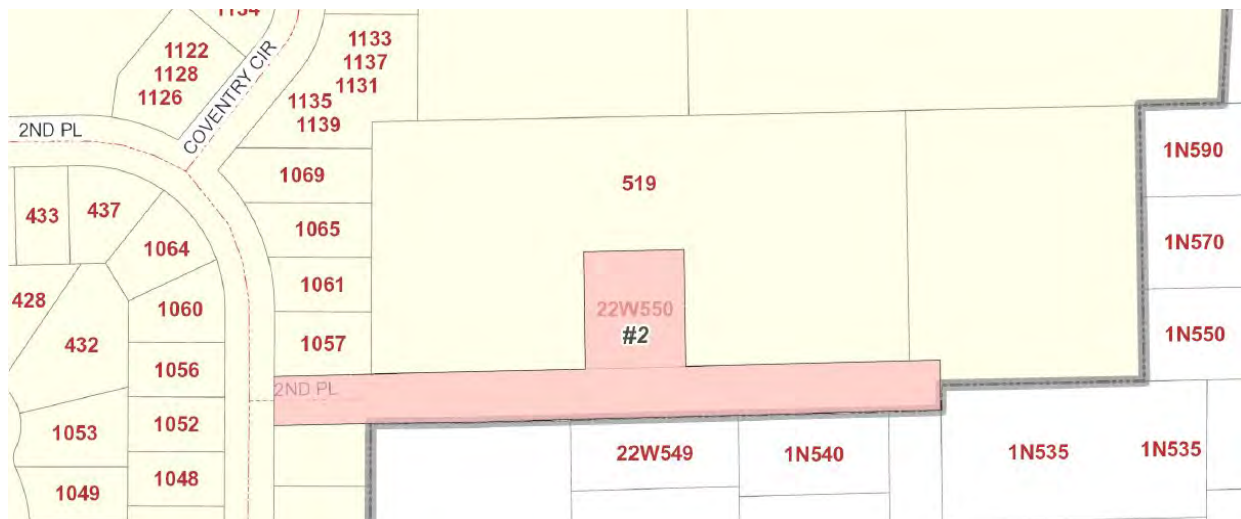
Second Place

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



REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
242-0-411.10-51	TAX INCREMENT FINANCING	650.00	0.00	0.00	0.00	650.00
242-0-461.30-10	INTEREST INCOME	15.00	0.00	0.00	0.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
242-0-531.21-11	PROF-LEGAL	2,260.00	2,701.78	3,500.00	3,946.50	3,500.00

TAX INCREMENT FINANCING (T.I.F.) #3 FUND
North Avenue/Bloomington 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 Good Tequilas.



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.



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.



Thomas Place

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
243-0-411.10-51	TAX INCREMENT FINANCING	447,000.00	464,836.42	472,448.00	472,448.41	465,000.00
243-0-411.11-10	MUNICIPAL SALES TAX	240,000.00	293,003.29	250,000.00	351,371.41	250,000.00
243-0-461.30-10	INTEREST INCOME	200.00	0.00	0.00	0.00	0.00

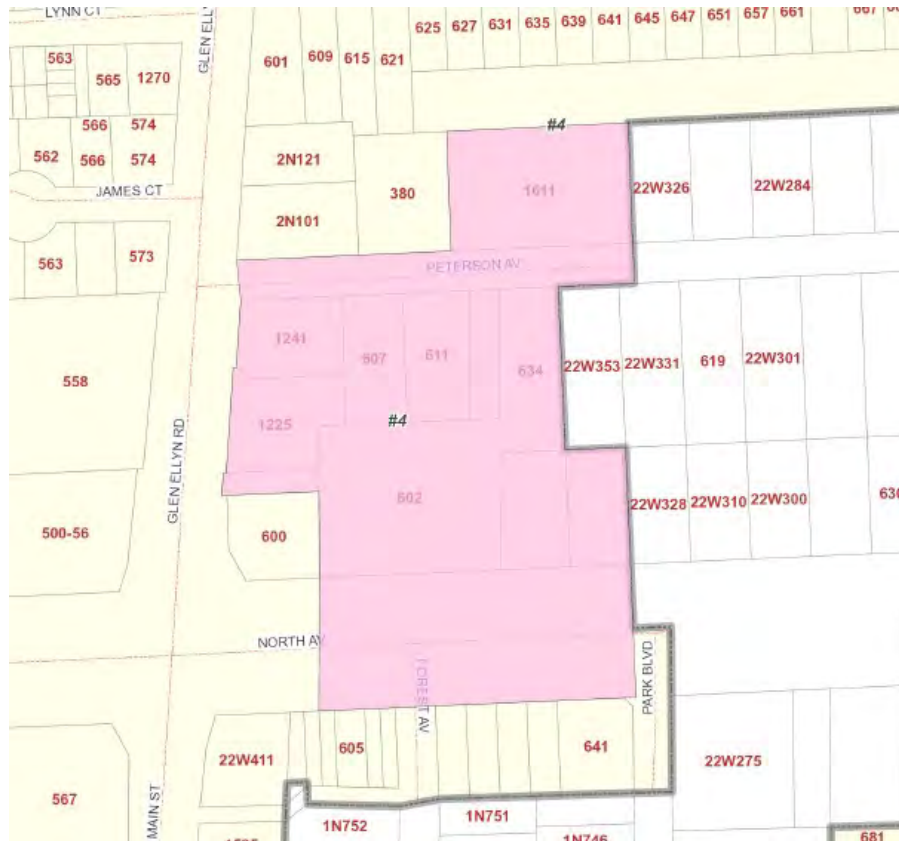
EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
243-0-531.21-10	AUDITING	2,575.00	2,575.00	2,575.00	2,575.00	2,575.00
243-0-531.21-11	PROF-LEGAL	16,260.00	2,933.03	5,000.00	5,571.15	5,000.00
243-0-531.63-96	GHSA, LP RDA	104,625.00	104,625.00	104,625.00	104,625.00	104,625.00
243-0-531.69-77	INTEREST EXPENSE	500,000.00	555,484.58	500,000.00	654,793.21	500,000.00
243-0-981.91-1	TRANSFER TO-GENERAL FUND	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00

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.

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
244-0-411.10-51	TAX INCREMENT FINANCING	500.00	26,929.08	57,819.00	57,818.63	27,000.00
244-0-461.30-10	INTEREST INCOME	150.00	0.00	0.00	0.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
244-0-513.69-99	MISCELLANEOUS EXPENSE	150,000.00	0.00	0.00	0.00	0.00
244-0-531.21-11	PROF-LEGAL	26,260.00	2,701.48	3,500.00	3,945.60	3,500.00
244-0-981.92-41	TRANSFER TO-TIF NO. 1	710,000.00	710,000.00	0.00	0.00	0.00

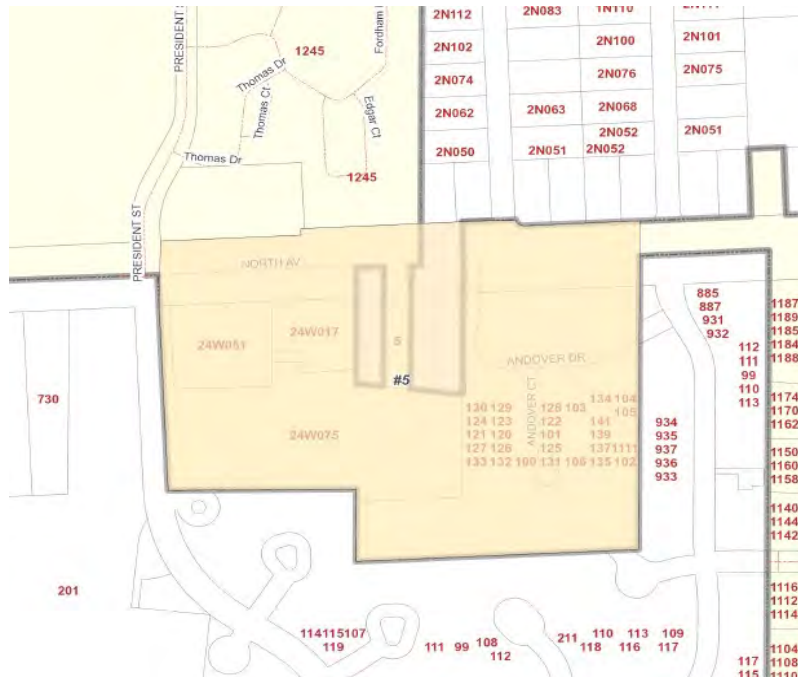
TAX INCREMENT FINANCING (T.I.F.) #5 FUND

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.

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
245-0-411.10-51	TAX INCREMENT FINANCING	6,000.00	9,511.66	12,650.00	12,650.39	10,000.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
245-0-531.21-11	PROF-LEGAL	16,260.00	5,161.98	4,000.00	18,243.50	4,000.00
245-0-531.21-14	ENGINEERING	0.00	0.00	0.00	0.00	0.00
245-0-531.21-99	OTHER PROFESSIONAL	0.00	0.00	0.00	0.00	0.00
245-0-531.51-13	ELECTRICITY	1,400.00	105.57	0.00	0.00	0.00
245-0-531.51-14	NATURAL GAS	1,400.00	282.27	0.00	0.00	0.00
245-0-531.69-99	MISCELLANEOUS EXPENSE	0.00	-3,394.00	0.00	0.00	0.00
245-0-911.86-10	LAND ACQUISITION	74,250.00	74,250.00	11,705.00	0.00	0.00

TAX INCREMENT FINANCING (T.I.F.) #6 FUND

Eastern Glendale Heights

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. #6 was created in January of 2018 to account for the project costs and resources related to the Eastern Glendale Heights 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 north of North Avenue, and just West of Swift Road. There is one parcel included in the TIF District, which will contain a light industrial speculative building.

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
246-0-531.21-11	PROF-LEGAL	0.00	0.00	5,000.00	0.00	5,000.00

SPECIAL SERVICE AREA #1 (S.S.A.) FUND

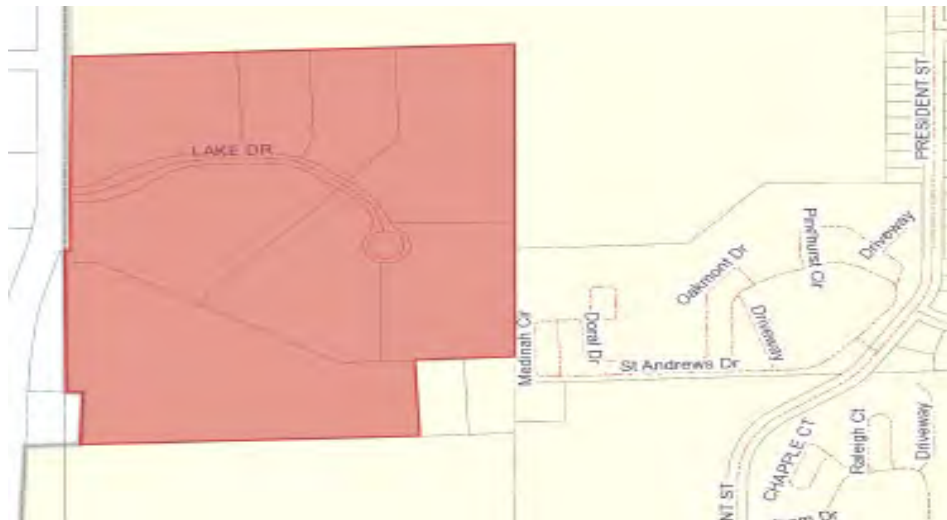
Glendale Lakes Business Park

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.



REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
251-0-411.10-61	SPECIAL SERVICE AREA-01	11,842.00	11,560.30	12,564.00	12,568.45	13,129.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
251-0-981.91-1	TRANSFER TO-GENERAL FUND	16,014.00	16,014.00	16,516.00	16,516.00	16,977.00

SPECIAL SERVICE AREA #2 (S.S.A.) FUND

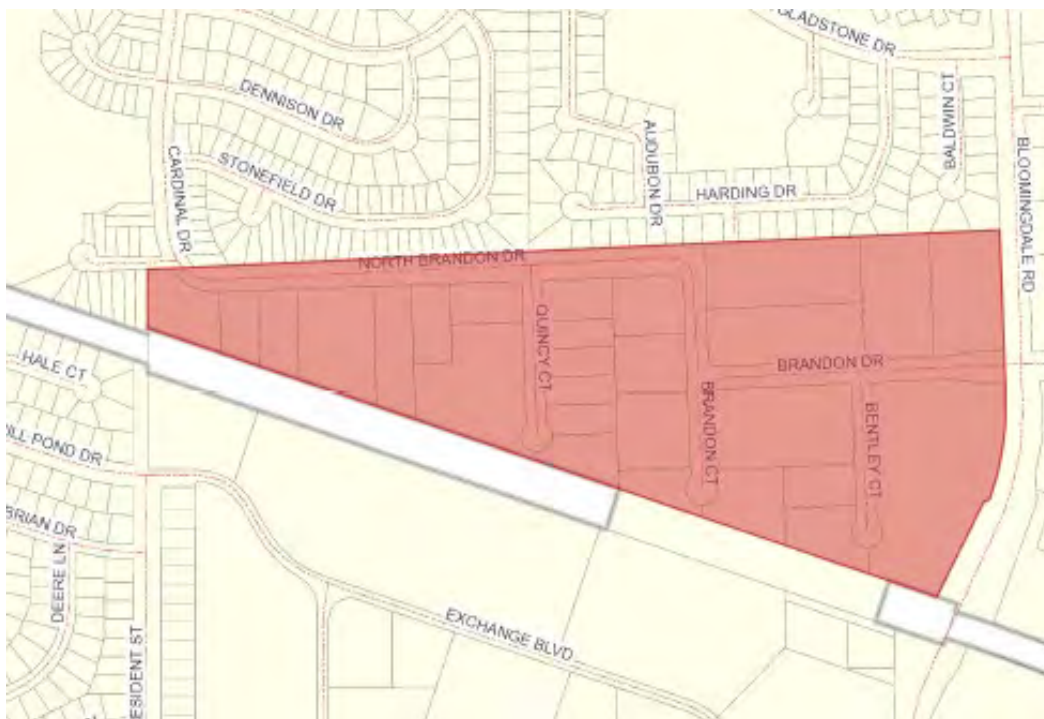
Glendale Industrial Park

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.



REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
252-0-411.10-62	SPECIAL SERVICE AREA-02	36,678.00	36,678.07	36,901.00	37,770.56	40,133.00
252-0-461.30-10	INTEREST INCOME	0.00	0.00	5.00	4.55	0.00
252-0-491.92-12	TRANSFER FROM INFRASTRUCT	155,725.00	155,725.00	101,640.00	101,640.00	103,924.00

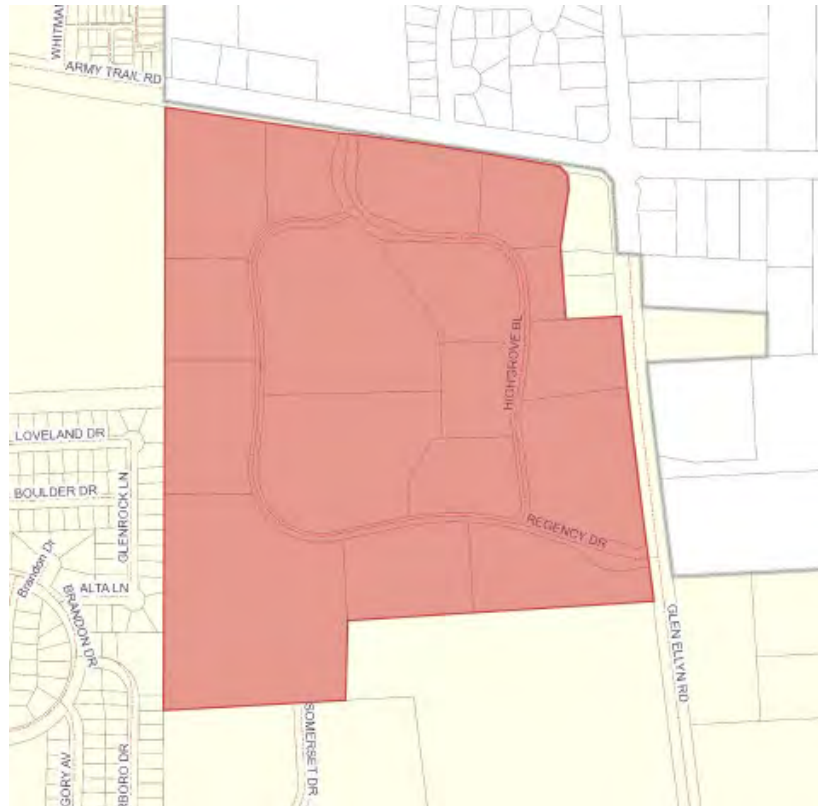
EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
252-0-981.91-1	TRANSFER TO-GENERAL FUND	135,891.00	135,891.00	140,152.00	140,152.00	144,057.00

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.

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
253-0-411.10-63	SPECIAL SERVICE AREA-03	38,402.00	38,400.88	40,741.00	40,740.95	42,558.00
253-0-491.92-12	TRANSFER FROM INFRASTRUCT	89,727.00	89,727.00	65,313.00	65,313.00	66,021.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
253-0-981.91-1	TRANSFER TO-GENERAL FUND	102,424.00	102,424.00	105,635.00	105,635.00	108,579.00

SPECIAL SERVICE AREA #4 (S.S.A.) FUND

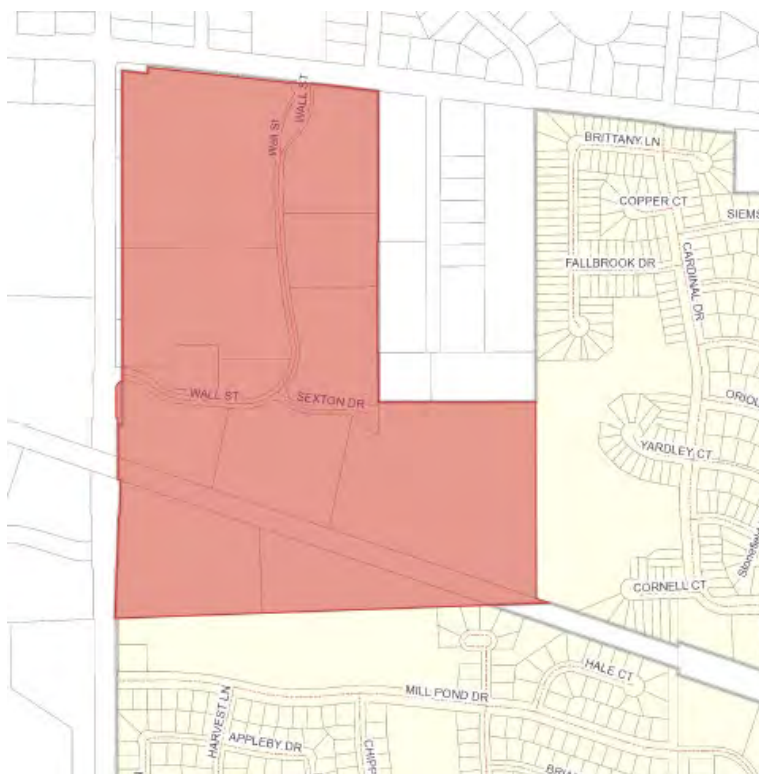
High Grove West Industrial Park

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.



REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
254-0-411.10-64	SPECIAL SERVICE AREA-04	21,580.00	21,579.86	22,897.00	22,905.29	23,927.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
254-0-981.91-1	TRANSFER TO-GENERAL FUND	12,554.00	12,554.00	12,948.00	12,948.00	13,309.00

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.

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
255-0-411.10-65	SPECIAL SERVICE AREA-05	28,151.00	28,152.45	29,315.00	29,315.33	30,623.00

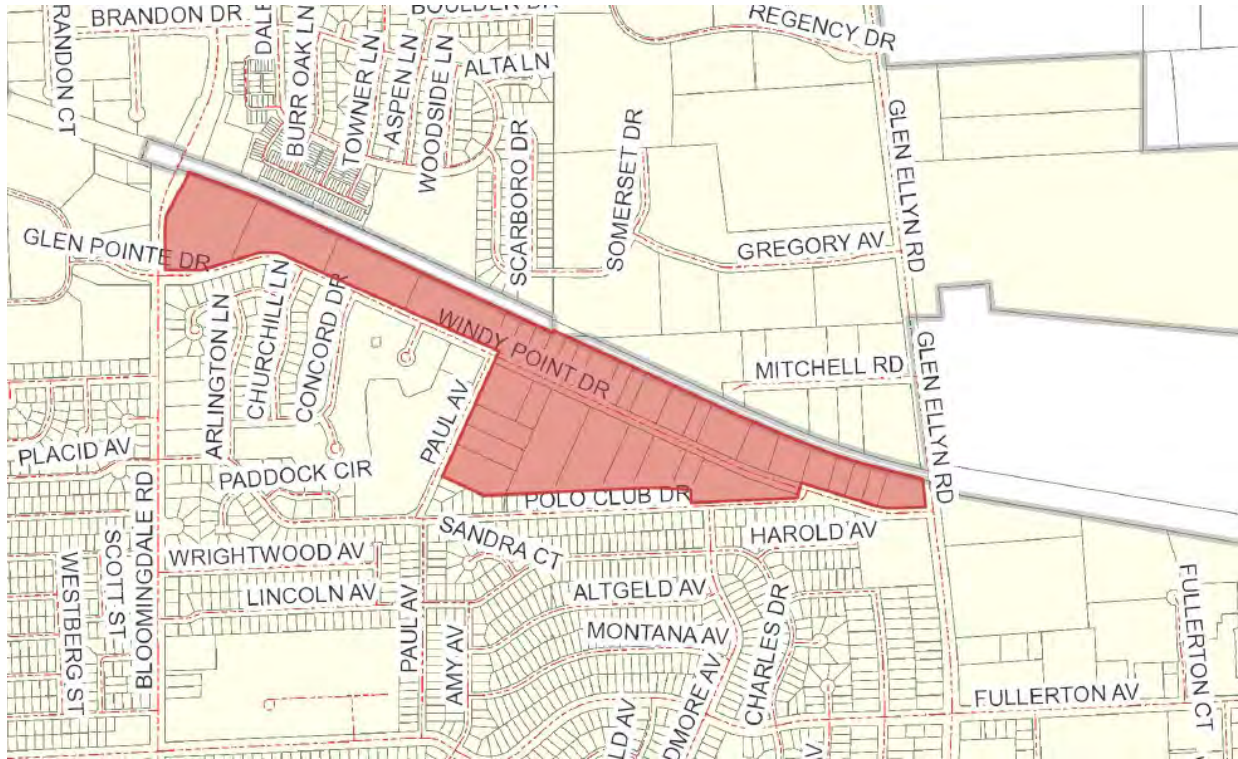
EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
255-0-981.91-1	TRANSFER TO-GENERAL FUND	21,067.00	21,067.00	21,727.00	21,727.00	22,332.00

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.

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
256-0-411.10-66	SPECIAL SERVICE AREA-06	29,888.00	29,889.08	30,869.00	30,869.34	33,127.00
256-0-461.30-10	INTEREST INCOME	0.00	0.00	6.00	5.92	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
256-0-981.91-1	TRANSFER TO-GENERAL FUND	18,250.00	18,250.00	18,822.00	18,822.00	19,346.00

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.

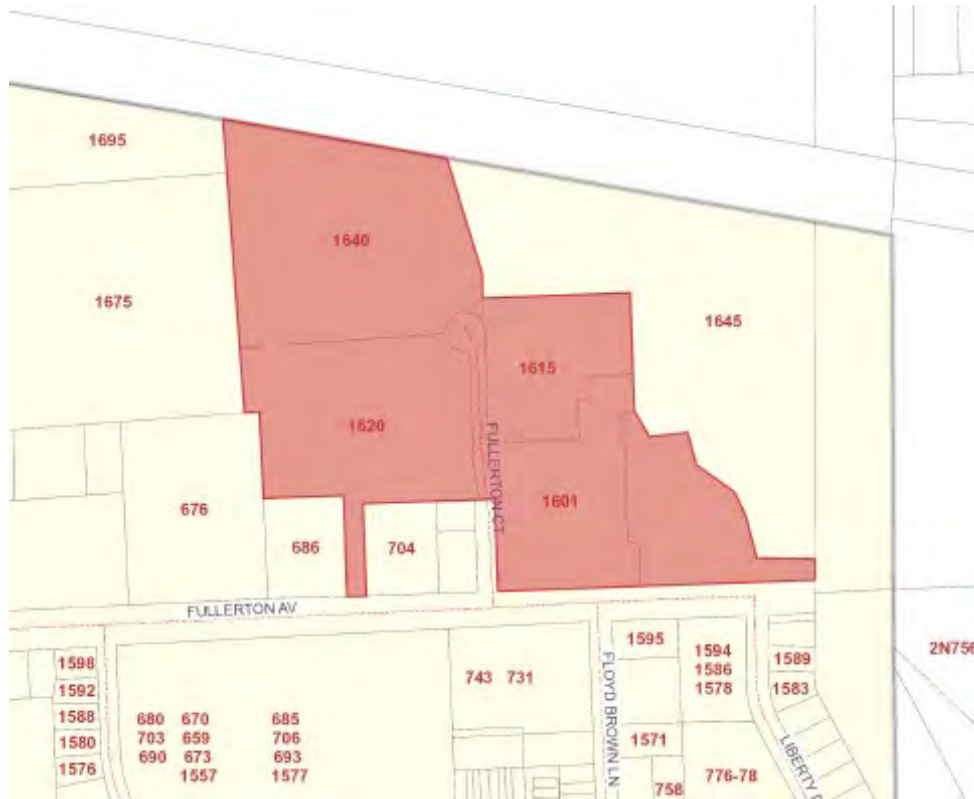
REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
257-0-411.10-67	SPECIAL SERVICE AREA-07	15,782.00	15,781.90	16,672.00	16,678.84	17,423.00

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.

REVENUES

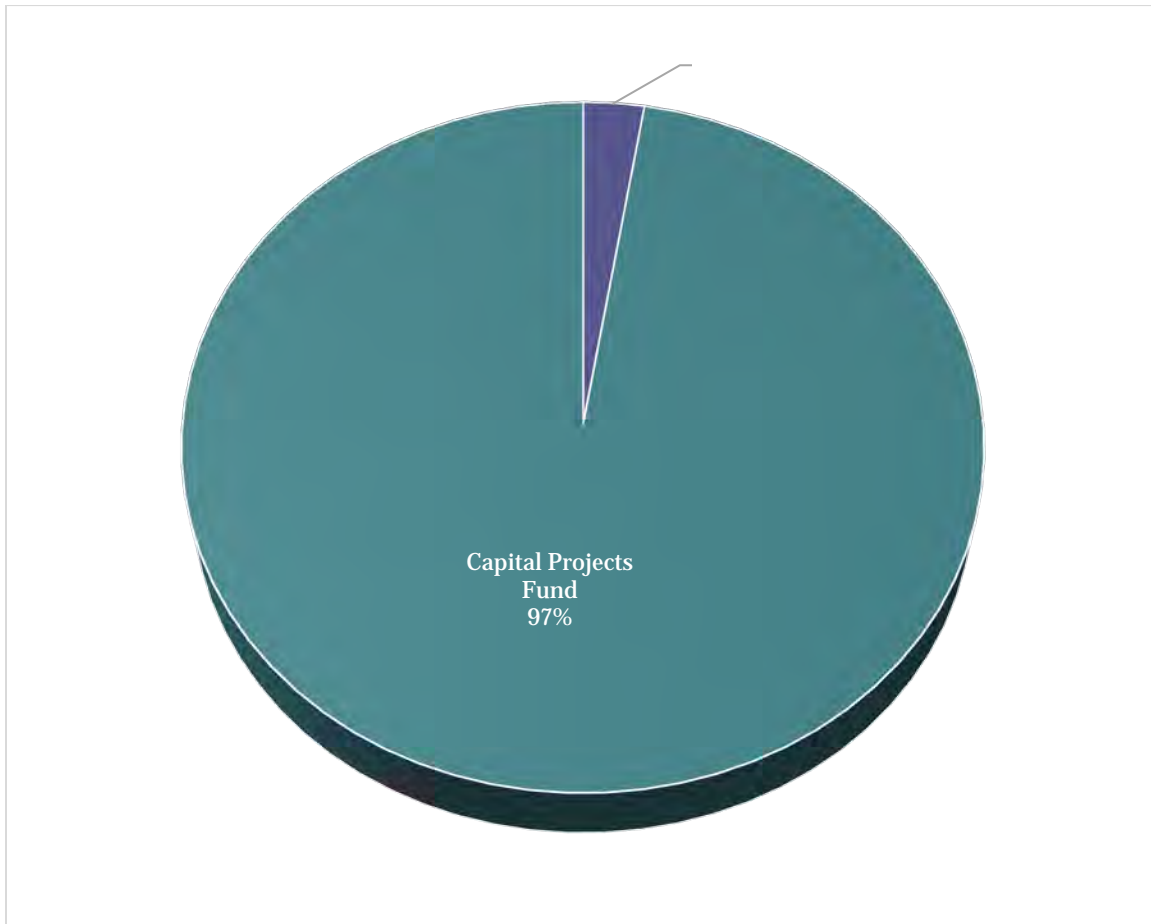
ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
258-0-411.10-68	SPECIAL SERVICE AREA-08	30,606.00	30,607.18	31,282.00	31,281.66	32,677.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
258-0-531.21-14	ENGINEERING	5,110.00	54.50	0.00	0.00	0.00
258-0-531.57-15	R&M ROADS	0.00	3,523.04	0.00	0.00	0.00
258-0-911.87-13	STREET IMPROVEMENT PGM	30,230.00	0.00	0.00	0.00	0.00

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.



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 higher value 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.



REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
302-0-461.30-10	INTEREST INCOME	150.00	0.00	0.00	0.00	0.00
302-0-481.50-11	SALES OF VILLAGE PROP.	0.00	0.00	0.00	1,497.50	0.00
302-0-491.91-1	TRANSFER FROM GEN.FUND	17,490.00	17,490.00	33,396.00	33,396.00	25,978.00
302-0-491.92-1	TRANSFER FROM-RECREATION	0.00	0.00	924.00	924.00	924.00
302-0-491.92-2	TRANSFER FROM-EMERGENCY	0.00	0.00	332.00	332.00	332.00
302-0-491.95-1	TRANSFER FROM-ENVIRONMENT	875.00	875.00	6,478.00	6,478.00	5,978.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
302-0-511.32-14	COMPUTER SOFTWARE	15,150.00	15,100.26	0.00	0.00	0.00
302-0-511.39-94	COMPUTER EQUIPMENT	39,500.00	38,609.36	4,300.00	2,762.64	0.00
302-0-911.83-30	OTHER COMPUTER EQUIPMENT	38,720.00	12,340.90	5,440.00	0.00	0.00
302-0-981.91-1	TRANSFER TO-GENERAL FUND	8,000.00	8,000.00	19,500.00	19,500.00	7,000.00

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.



REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
303-0-481.43-11	STATE OF IL.	25,000.00	0.00	0.00	0.00	0.00
303-0-491.91-1	TRANSFER FROM GEN.FUND	349,400.00	349,400.00	102,000.00	102,000.00	968,545.00
303-0-491.92-1	TRANSFER FROM-RECREATION	0.00	0.00	0.00	0.00	268,500.00
303-0-491.92-7	TRANSFER FROM PARKS IMPRV	180,000.00	180,000.00	13,600.00	13,600.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
303-0-511.21-14	PROF-ENGINEERING	0.00	3,265.46	0.00	0.00	0.00
303-0-511.39-10	PARKS & GROUNDS EQUIPMENT	6,000.00	5,256.11	6,000.00	3,595.12	0.00
303-0-511.57-14	R&M PARKS AND GROUNDS	41,400.00	63,333.91	65,280.00	19,450.47	937,045.00
303-0-911.87-13	STREET IMPROVEMENT PGM	304,347.00	0.00	304,347.00	44,525.50	0.00
303-0-911.87-14	PARKS AND GROUNDS	500,302.00	251,605.35	307,107.00	265,475.41	300,000.00
303-0-981.91-1	TRANSFER TO-GENERAL FUND	95,000.00	95,000.00	0.00	0.00	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 LIMIT

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.

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
401-0-411.10-10	BOND & INTEREST	2,068,015.00	2,084,035.93	2,073,113.00	2,072,339.72	2,078,528.00
401-0-461.30-10	INTEREST INCOME	500.00	0.00	0.00	0.00	0.00
401-0-471.31-12	REFUNDING-1995-A&B & 1997	0.00	0.00	0.00	0.00	0.00
401-0-481.50-0	OTHER REVENUES	427,145.00	494,359.39	403,792.00	469,085.52	386,495.00
401-0-491.91-1	TRANSFER FROM GEN.FUND	809,975.00	809,975.00	819,575.00	819,575.00	828,375.00
401-0-491.92-4	TRANSFER FROM-MOTOR FUEL	0.00	0.00	0.00	0.00	0.00
401-0-491.92-12	TRANSFER FROM INFRASTRUCT	1,195,446.00	1,195,446.00	1,213,806.00	1,213,806.00	593,423.00
401-0-491.93-50	BOND FUND SERIES 2007	0.00	0.00	0.00	0.00	0.00
401-0-491.95-1	TRANSFER FROM-ENVIRONMENT	576,774.00	576,774.00	584,296.00	584,296.00	584,664.00
401-0-499.99-99	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
401-0-511.21-99	PROFESSIONAL-OTHERS	1,000.00	880.00	1,000.00	1,205.00	1,000.00
401-0-511.69-78	BANK FISCAL CHARGES	2,775.00	2,974.00	3,175.00	2,350.00	2,625.00
401-0-921.88-18	BOND 2006-PRNCIPAL-ABATED	260,000.00	260,000.00	280,000.00	280,000.00	300,000.00
401-0-921.88-19	BOND-2007-PRNCIPAL-LEVIED	480,000.00	480,000.00	495,000.00	495,000.00	515,000.00
401-0-921.88-20	BOND-2008-PRNCIPAL-ABATED	575,000.00	575,000.00	605,000.00	605,000.00	0.00
401-0-921.88-21	BOND-2009-PRNCIPAL-LEVIED	740,000.00	740,000.00	775,000.00	775,000.00	805,000.00
401-0-921.88-22	SERIES 2010-PRINCIPAL	1,290,000.00	1,290,000.00	1,340,000.00	1,340,000.00	1,395,000.00
401-0-922.89-18	BOND 2006-INTETEST-ABATED	46,200.00	46,200.00	35,800.00	35,800.00	24,600.00
401-0-922.89-19	BOND-2007-INTEREST-LEVIED	122,675.00	122,675.00	104,675.00	104,675.00	86,113.00
401-0-922.89-20	BOND-2008-INTEREST-ABATED	45,006.00	45,006.26	23,444.00	23,443.76	0.00
401-0-922.89-21	BOND-2009-INTEREST-LEVIED	203,950.00	203,950.04	174,350.00	174,350.04	141,413.00
401-0-922.89-22	SERIES 2010-INTEREST	1,310,748.00	1,310,747.50	1,257,535.00	1,257,535.00	1,200,585.00

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:	Aa3 (Moody's)
Principal Outstanding:	\$615,000
Interest:	\$37,200
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:	Aa3 (Moody's)
Principal Outstanding:	\$2,185,000
Interest:	\$221,512
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:	Aa3 (Moody's)
Principal Outstanding:	\$0
Interest:	\$0
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:	Aa3 (Moody's)
Principal Outstanding:	\$2,880,000
Interest:	\$667,431
Treasury Rebate:	(\$233,600)
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:	Aa3 (Moody's)
Principal Outstanding:	\$21,900,000
Interest:	\$10,140,468
Treasury Rebate:	(\$3,549,164)
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
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	615,000	2,185,000	-	2,880,000	21,900,000	27,580,000

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
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	37,200	221,512	-	667,432	(233,601)	10,140,470	(3,549,166)	7,283,847

DEBT SERVICE SCHEDULES

ANNUAL DEBT SERVICE PAYMENTS – GENERAL OBLIGATION DEBT

Fiscal Year	Principal	Interest	Treasury Rebate	Total
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	27,580,000	11,066,614	(3,782,767)	34,863,847

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

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
402-0-411.10-14	LIABILITY INSURANCE	350,000.00	353,167.15	600,000.00	600,195.92	232,286.00
402-0-481.71-10	(GAIN) & LOSS INVESTMENTS	0.00	55,993.00	0.00	0.00	0.00
402-0-491.91-1	TRANSFER FROM GEN.FUND	345,000.00	345,000.00	345,000.00	345,000.00	345,000.00
402-0-491.92-1	TRANSFER FROM-RECREATION	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
402-0-491.95-1	TRANSFER FROM-ENVIRONMENT	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
402-0-491.95-2	TRANSFER FROM-REST./BANQU	10,000.00	10,000.00	5,000.00	5,000.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
402-0-511.24-81	LIABILITY INS. PREMIUMS	478,850.00	470,618.71	478,850.00	452,597.72	478,850.00
402-0-511.24-82	LIAB.INS.-CONSULTING	55,000.00	32,333.00	55,000.00	34,500.33	56,000.00
402-0-511.24-83	LIAB.INS.-SELF INSURED	255,000.00	128,860.77	255,000.00	200,648.62	255,000.00
402-1111-513.10-10	F-TIME & REG.PART-TIME	44,077.00	40,695.21	41,640.00	51,103.41	53,635.00
402-1111-513.15-10	FICA-EMPLOYER	2,733.00	2,424.38	2,582.00	3,041.97	3,325.00
402-1111-513.16-10	IMRF-EMPLOYER GEN GOV'T	4,900.00	5,210.31	4,900.00	6,068.81	4,900.00
402-1111-513.16-12	MEDICAL-EMPLOYER	7,233.00	7,391.68	7,233.00	9,280.45	9,997.00
402-1111-513.16-16	MEDICARE-EMPLOYER	639.00	567.02	604.00	711.50	778.00
402-9999-999.10-99	SALARY & FRINGE	0.00	0.00	1,020.00	0.00	0.00

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.



ENVIRONMENTAL SERVICES

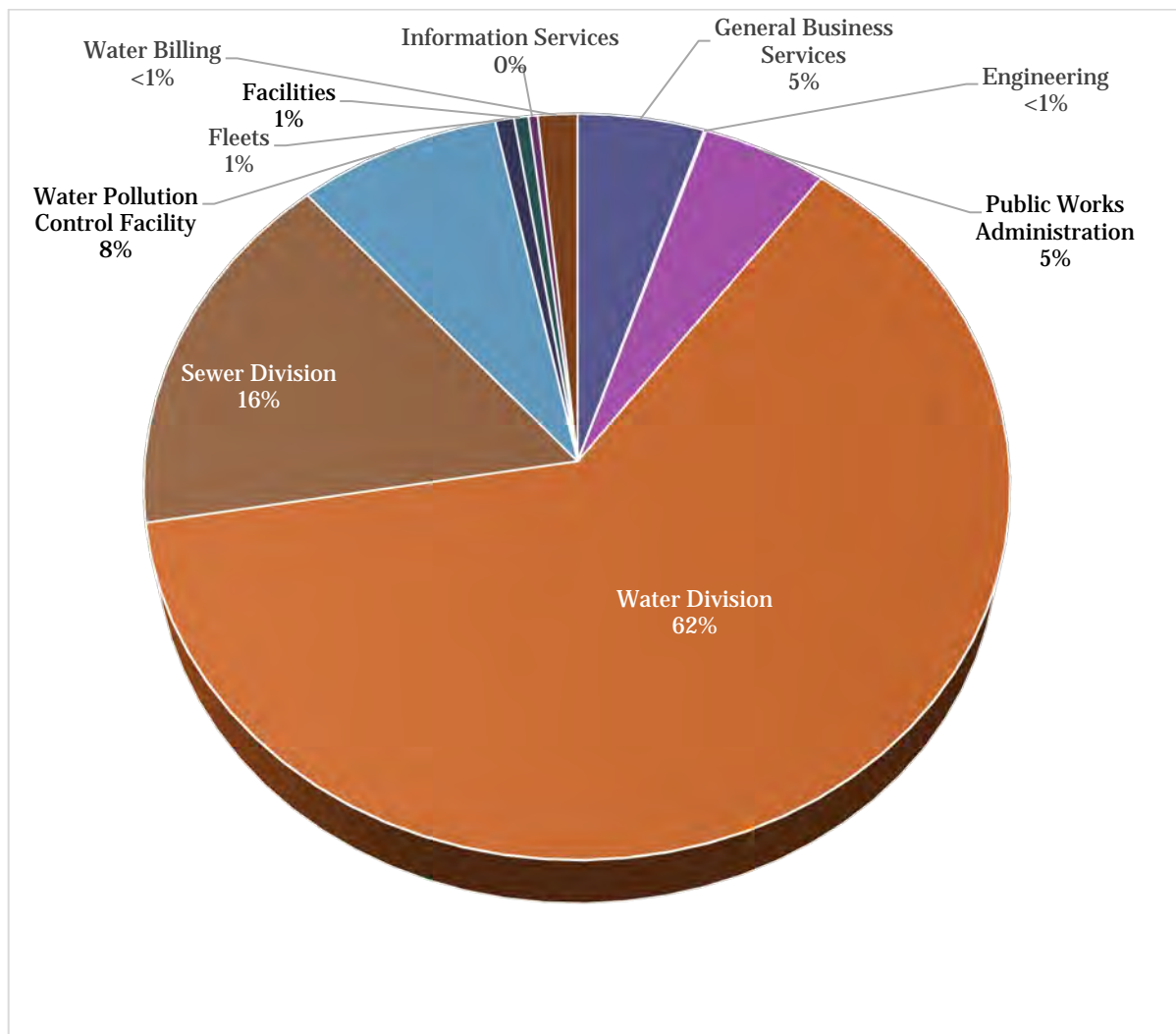
FUND DESCRIPTION

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

\$17,318,476

ANNUAL EXPENSES BY DIVISION



PROPOSED BUDGET WITH ACTUAL HISTORY

OPERATING REVENUES	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Taxes	870,500.00	666,871.57	427,500.00	370,300.00
Licenses & Permit Fees	3,714.00	6,509.00	5,100.00	4,314.00
Charges for Services	10,759,375.00	10,972,764.66	11,089,021.00	11,154,135.00
Miscellaneous	17,400.00	76,752.83	51,700.00	4,554,200.00

ANNUAL EXPENSES BY DIVISION

DIVISION	2017/18 BUDGET	2017/18 ACTUAL	2018/19 BUDGET	2019/20 BUDGET
Engineering	52,974.00	53,354.45	12,787.00	12,941.00
Public Works Administration	920,778.00	899,351.20	931,346.00	863,993.00
Water Division	2,115,711.00	1,304,500.18	1,946,504.00	6,494,405.00
Water Purchases DPWC	4,150,440.00	3,909,680.32	4,228,136.00	4,288,185.00
Sewer Division	1,527,820.00	1,038,449.03	1,099,717.00	2,805,090.00
Water Pollution Control Facility	1,657,310.00	1,289,616.89	2,242,432.00	1,410,841.00
Fleets	157,320.00	155,683.02	80,242.00	131,038.00
Facilities	111,430.00	93,431.00	96,441.00	100,312.00
Information Systems	67,215.00	66,826.33	62,739.00	62,349.00
Water Billing Division	208,267.00	200,876.33	207,487.00	273,954.00
General Business Services	285,218.00	261,850.54	212,859.00	153,840.00
Central Services	835,362.00	693,992.63	721,528.00	721,528.00

SIGNIFICANT ACCOMPLISHMENTS IN FY 2018/2019**Utilities Division**

Utilities Division staff continued to perform maintenance to the public water infrastructure system by responding to 20 water main breaks, six fire hydrant replacements/repairs, four water service repairs, six main line valve repairs, pump station maintenance, and Illinois Environmental Protection Agency (IEPA) mandated sampling. I am pleased to report that all IEPA sampling undertaken in 2018 resulted in no violations or water quality issues. In-house projects and maintenance to the water system included the painting of 330 fire hydrants.

One water leak detection survey was undertaken in spring by Water Services Incorporated. The survey resulted in uncovering 17 leaks, 15 of which were identified as fire hydrant leaks

and the remaining two leaks were water main issues. Utilities Division staff repaired all leaks found within the system.

Preventative maintenance to the Village's sanitary sewer collection system also continued. Jetting of approximately 275,000 feet of public sewer mains was achieved. Also, annual root cutting and de-greasing programs were undertaken.

Additional maintenance work was conducted to the public sanitary sewers including the finalizing of an Inflow and Infiltration (I&I) Study in the North Avenue Catchment area, which identified sources of structural defects and I&I.

WATER POLLUTION CONTROL FACILITY (WPCF)

The Village's Water Pollution Control Facility (WPCF) processed over one billion gallons of wastewater this year within IEPA guidelines and regulations. The WPCF, considered an exemplary Plant by peer review publications, has continually operated well above the expected guidelines.

The Village also completed a Capital Improvement Program to assist in budgeting for necessary improvements to meet new and pending discharge standards as required by the IEPA.

The WPCF also rehabilitated one of its two Influent Fine Screens. The screens are the first part of the process that remove large rags, sticks, rocks and other debris that could damage the pumps and other equipment in the Facility if left in the wastewater stream. The remaining screen is scheduled for rehabilitation in 2019.

The IEPA requires that a certified operator oversee every wastewater plant in the country. There are four levels of certification in Illinois. The Village's Plant requires the highest level of certification at a Class 1. The Village has successfully trained its staff by having three Class 1 operators on site, as well as one Class 3 and one Class 4 operator. The Facility was found to be in good working order and no deficiencies were noted during its annual IEPA inspection.

The WPCF entered into an agreement with Trotter and Associates for engineering services to rehabilitate both of the Village's aerobic digesters. The digesters are a vital part of the operation at the WPCF and must be upgraded to accommodate upcoming phosphorus removal mandates set by the IEPA.

Through its membership in the DuPage River Salt Creek Workgroup (DRSCW), the Village is contributing to improving local stream water quality, while saving wastewater utility payers money. Under an innovative partnership, the Village is working with 17 other communities to fund a series of waterway improvement projects throughout DuPage County as a cost effective solution in lieu of wastewater infrastructure upgrades. The improvements include Fawell and Fullersburg Dam modifications and Lower West Branch Stream restoration. The modifications will allow for fish passage by reducing velocities through the dam and to reduce the low dissolved oxygen conditions found in the upstream impoundment.

FY 2019/20 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.
 - Televisé all sanitary sewers and identify major structural defects in the Mill Pond Catchment Area
 - Map and report all structural defects on Village's Geographic Information System (GIS)
- ❖ 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.
 - Record all water main breaks on Village's GIS.

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

- ❖ Undertake new regulations as required by the United States Environmental Protection Agency (USEPA) and Illinois Environmental Protection Agency (IEPA) regarding Unregulated Contaminant Monitoring Rule (UCMR) 4 sampling
 - Ensure all UCMR 4 sampling is undertaken appropriately and data is submitted to the USEPA, Central Data Exchange (CDX) website as required
- ❖ Maintain water quality through seasonal adjustments and programs
 - Integrate potable water mixers into the village's supervisory control and data acquisition (SCADA) system to operate at designated times to reduce energy costs and maintain water quality
 - Develop Water Model & Master Plan to identify to improve efficiencies
- ❖ Proactively address utilities services throughout the Village pertaining to water and sewer infrastructure
 - Utilities Division will undertake quarterly zone inspections to identify deficiencies in the field to achieve better efficiency for residents
 - Utilities Division will log these deficiencies and generate work orders for completion

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

- ❖ Utilities Division will strategically undertake the reduction of water loss
 - Utilities Division will take the lead in the water meter/reading device project to reduce water loss
 - Utilities Division will investigate the benefits of possibly undertaking the installation of permanent leak detection equipment throughout the water distribution system

WPCF Division

Goal #1: Improve safety for residents and employees in all Public Works service areas

- ❖ Ensure standard operating procedures and best management practices are in place and implemented:
 - Review and update existing procedures and create new documentation where necessary
 - Train all staff on best management practices and standard operating procedures for division including monthly safety meetings
 - Ensure best management practices and standard operating procedures address any shortfalls in operations
 - Ensure daily/weekly/monthly/annual safety checks of internal equipment and procedures are undertaken and documented
- ❖ Provide efficient wastewater services in a manner which protects the public's health, safety and welfare by:
 - Closely monitor changes in weather and incoming flow
 - Maintain accurate and up to date lab data
 - Adhere to a preventative maintenance program to reduce equipment failure
 - Rehabilitate Grit Removal system. – Completed in FY19
 - Rehabilitate Screening Facilities.- Phase1 Completed in FY19
 - Replace Sludge Removal Conveyor System.- Postponed
 - Influent Control Panel Hardware Upgrades.- Completed in FY19
- ❖ Manage a Confined Spaces Program by:
 - Review and amend Confined Space Inventory on an annual basis
 - Continue training of all staff as required
 - Ensure safety equipment inventory is checked on a monthly basis, and deficiencies are resolved

Goal # 2: Improve Service Delivery across all Areas of Public Works Operations

- ❖ Reduce odors emanating from the Treatment Plant by:
 - Continuing to run the plant in a manner to avoid odors
 - Patrol the area for odors on a daily basis
 - Use an odor control system if necessary
 - Log all odor occurrences and/or complaints in the Public Works Database to record and investigate any occurrences.
 - Respond to any external complaints within 2 hours
- ❖ Ensure all Equipment is correctly maintained and serviced in a timely manner by:
 - All corrective and preventative maintenance is tracked in an Access database
 - Daily work orders to be issued to staff to undertake maintenance/repairs
 - All repairs are tracked and recorded on a daily basis
 - All work orders to be filed in annual reports for IEPA recording keeping/inspection purposes

Goal #3: Develop Policies and Procedures to Improve Financial Responsibility in all Areas of Public Works

- ❖ Practice responsible stewardship of Village funds by:
 - Maintain records and related systems of internal control in accordance with accepted policies of the Village.
 - Payment of invoices with-in ten days of receipt.
 - Timely execution of payroll.
- ❖ Investigate potential programs for funding by:
 - Plan projects in accordance with eligible funding programs.
 - Check for programs on the State and Federal level.
 - Review water rates annually.
 - Check for possible Grants for future projects.
- ❖ Reduce the environmental impact of the Village's wastewater system upon land and water resources by:
 - A sludge management program which is reliable, environmentally sound and can respond to changes in government regulations.
 - Promote using non potable water where applicable.

Goal #4: Compliance with all State and Federal Regulations operating the Villages Treatment Plant

- ❖ Compliance with the Special Conditions in the Villages Discharge Permit:
 - Complete and a written Phosphorus Discharge Optimization Plan. –Completed in FY19
 - Complete a Phosphorus Removal Feasibility Study.- Completed in FY19
 - Continue to update the Industrial User inventory. – Completed in FY19

WPCF DIVISION (FY 2020)

Goal #5: 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:
 - Review and update existing procedures, and create new documentation where necessary
 - Train all staff on Best Management Practices and Standard Operating Procedures for division including monthly safety meetings
 - Ensure Best Management Practices and Standard Operating Procedures address any shortfalls in operations
 - Ensure daily/weekly/monthly/annual safety checks of internal equipment and procedures are undertaken and documented
- ❖ Provide efficient wastewater services in a manner which protects the public's health, safety and welfare by:
 - Closely monitor changes in weather and incoming flow
 - Maintain accurate and up to date lab data
 - Adhere to a preventative maintenance program to reduce equipment failure
 - Rehabilitate Grit Removal system

- Rehabilitate Screening Facilities Phase 2
- Influent Channel Structural Support Repair
- Fine Screen Control Panel Hardware Upgrades
- Install Influent Channel Overflow Cap
- ❖ Manage a Confined Spaces Program by:
 - Review and amend Confined Space Inventory on an annual basis
 - Continue training of all staff as required
 - Ensure safety equipment inventory is checked on a monthly basis, and deficiencies are resolved

Goal # 6: Improve Service Delivery across all Areas of Public Works Operations

- ❖ Reduce odors emanating from the Treatment Plant by:
 - Continuing to run the plant in a manner to avoid odors
 - Patrol the area for odors on a daily basis
 - Use an odor control system if necessary
 - Log all odor occurrences and/or complaints in the Public Works Database to record and investigate any occurrences
 - Respond to any external complaints within 2 hours
- ❖ Ensure all Equipment is correctly maintained and serviced in a timely manner by:
 - All corrective and preventative maintenance is tracked in an Access database
 - Daily work orders to be issued to staff to undertake maintenance/repairs
 - All repairs are tracked and recorded on a daily basis
 - All work orders to be filed in annual reports for IEPA recording keeping/inspection purposes

Goal #7: Develop Policies and Procedures to Improve Financial Responsibility in all Areas of Public Works

- ❖ Practice responsible stewardship of Village funds by:
 - Maintain records and related systems of internal control in accordance with accepted policies of the Village
 - Payment of invoices with-in ten days of receipt
 - Timely execution of payroll
- ❖ Investigate potential programs for funding by:
 - Plan projects in accordance with eligible funding programs
 - Check for programs on the State and Federal level
 - Review water rates annually
 - Check for possible Grants for future projects
- ❖ Reduce the environmental impact of the Village's wastewater system upon land and water resources by:
 - A sludge management program which is reliable, environmentally sound and can respond to changes in government regulations
 - Promote using non potable water where applicable

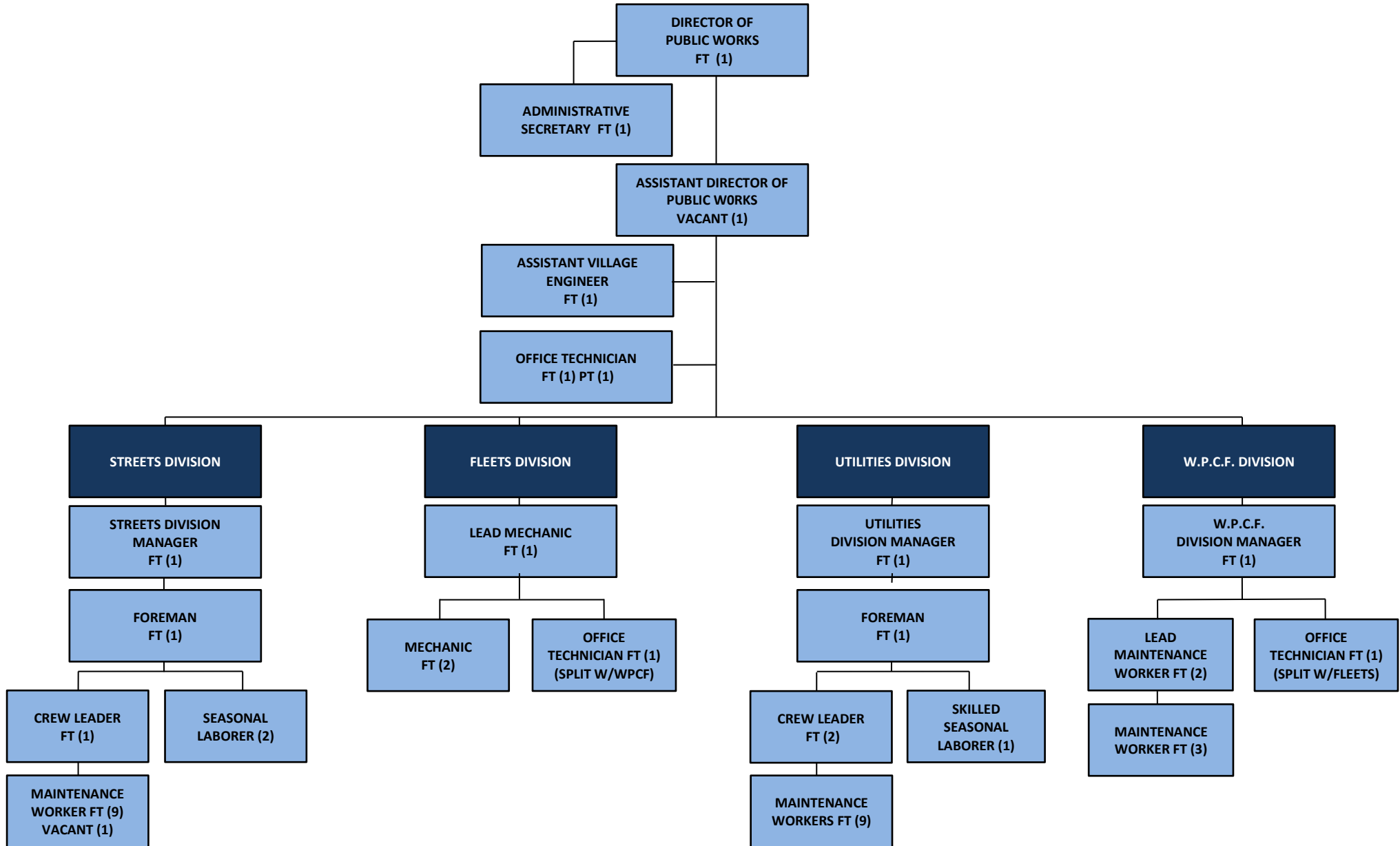
Goal #8: Compliance with all State and Federal Regulations operating the Villages Treatment Plant

- ❖ Compliance with the Special Conditions in the Villages Discharge Permit:

- Complete Toxicity Testing for NPDES Permit renewal.
- Obtain Funding for upcoming Digester upgrades.
- Complete Digester engineering design.
- Continue to update the Industrial User inventory.
- ❖ Compliance of Permitted Industrial Users
 - Check quarterly results to ensure compliance with Village Limits.
 - Issue NOV's to problematic Non-Compliant Users.
 - Bring Users into compliance.

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

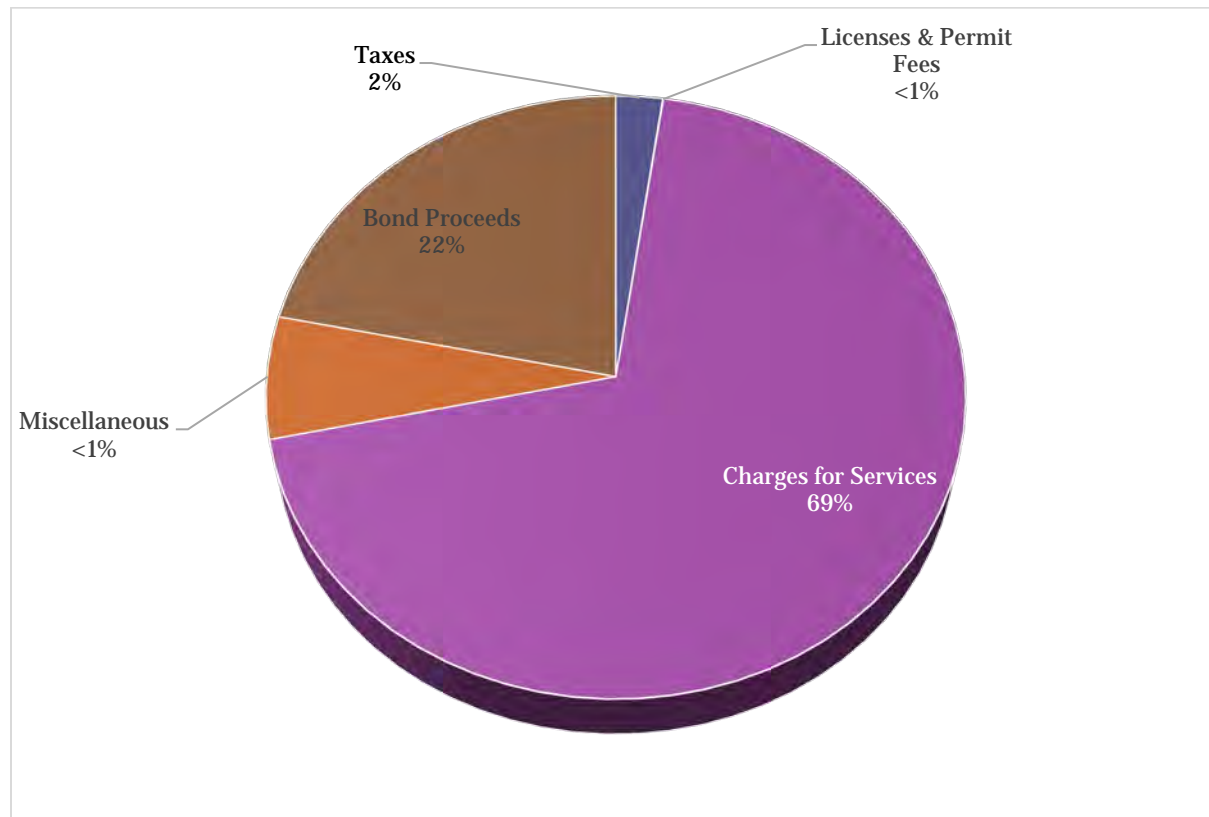
PUBLIC WORKS



The department of Public Works is organized into six divisions: Administration, Street, Utilities, Fleets, Engineering and Water Pollution Control Facility. 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. Total number of employees: 39 Full-Time, 1 Part-Time, 3 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 69% 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, 2019 the Village implemented a rate increase to all customers for water use in an amount of .03¢ per thousand gallons. The rate increase 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, 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
 May 1, 2017 - .08¢ per thousand gallons
 May 1, 2018 - .06¢ per thousand gallons
 May 1, 2019 - .03¢ per thousand gallons

RESIDENTIAL WATER RATES Effective May 1, 2019 (P/TH GALLONS)	
Cost Allocation	Rate (Per Month)
Water	\$4.97
Local Water Delivery	\$2.77
Sewer	\$4.89
Sewer Debt	\$7.50 (Flat Rate)
Capital Infrastructure Fee	\$1.50 (Flat Rate)
TOTAL AVG. COST OF WATER BILL AT 7.5 TH	\$103.73

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1510-411.16-13	WATER TAX	870,500.00	871,590.11	427,500.00	348,807.61	370,300.00
501-1510-421.19-25	WATER PERMIT FEES	80.00	150.00	100.00	200.00	80.00
501-1510-421.19-26	SEWER PERMIT FEES	600.00	2,950.00	2,000.00	2,400.00	1,200.00
501-1510-421.19-27	LICENSE AND PERMIT FEES	3,034.00	3,409.00	3,000.00	3,427.00	3,034.00
501-1510-441.25-12	TOWER RENTAL	90,534.00	90,630.61	90,534.00	94,044.83	97,483.00
501-1510-441.26-10	WATER & SEWER RECEIPTS	10,137,472.00	10,325,799.23	10,513,526.00	10,383,102.96	10,492,208.00
501-1510-441.26-11	LATE PENALTY FEES	300,765.00	275,040.77	314,672.00	288,376.22	319,105.00
501-1510-441.26-13	WATER TAP IN FEES	16,900.00	16,592.00	21,400.00	0.00	21,400.00
501-1510-441.26-14	WATER METER SALES	10,720.00	1,801.05	7,036.00	11,349.15	7,036.00
501-1510-441.26-16	SEWER RODDING FEES	9,440.00	14,525.00	11,530.00	8,210.00	12,625.00
501-1510-441.26-17	SEWER EXCAVATION FEES	16,200.00	33,100.00	18,000.00	21,600.00	27,000.00
501-1510-441.26-18	SEWER TAP IN FEES	8,800.00	24,800.00	17,600.00	0.00	8,800.00
501-1510-441.26-20	CAPITAL INFRASTRUCT FEE	167,544.00	167,469.00	167,381.00	167,680.50	167,478.00
501-1510-441.26-51	NSF-FEE	1,000.00	1,118.00	1,000.00	840.00	1,000.00
501-1510-461.30-10	INTEREST INCOME	200.00	5,922.37	3,500.00	18,239.98	6,000.00
501-1510-481.70-10	CASH (OVER) & SHORT	0.00	-54.97	0.00	-231.25	0.00
501-1510-481.71-11	(GAIN)&LOSS SALES VIL.PRO	0.00	0.00	0.00	-734.77	0.00
501-1510-481.89-10	MISCELLANEOUS INCOME	17,200.00	70,889.44	59,200.00	38,882.12	1,048,200.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1510-811.10-10	F-TIME & REG.PART TIME	103,757.00	103,596.04	105,669.00	105,918.66	107,985.00
501-1510-811.15-10	FICA-EMPLOYER	6,433.00	5,802.95	6,551.00	5,876.35	6,695.00
501-1510-811.16-14	TRAVEL FOR MEETING & CONF	200.00	0.00	100.00	0.00	0.00
501-1510-811.16-15	TRAINING & SEMINARS	800.00	279.00	250.00	0.00	0.00
501-1510-811.16-16	MEDICARE-EMPLOYER	1,504.00	1,457.62	1,532.00	1,489.55	1,566.00
501-1510-811.21-10	AUDITING	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
501-1510-811.21-14	ENGINEERING	5,000.00	2,805.00	5,500.00	2,847.50	4,000.00
501-1510-811.21-99	OTHER PROFESSIONAL	0.00	0.00	2,000.00	1,547.08	4,000.00
501-1510-811.24-12	PRINTING & BINDING	300.00	0.00	300.00	0.00	0.00
501-1510-811.31-17	POSTAGE	100.00	0.00	0.00	0.00	0.00
501-1510-811.51-10	TELEPHONE	7,200.00	5,066.99	11,700.00	2,587.81	5,500.00
501-1510-811.51-12	CELLULAR PHONE	1,500.00	557.35	375.00	472.49	300.00
501-1510-811.51-14	NATURAL GAS	7,000.00	1,686.14	4,000.00	2,572.23	2,000.00
501-1510-811.52-10	LEASES-EQUIPMENTS	3,500.00	2,319.28	3,500.00	2,097.00	2,500.00
501-1510-811.62-10	MEMBERSHIP DUES	500.00	125.00	500.00	125.00	250.00
501-1510-811.69-78	BANK FISCAL CHARGES	38,000.00	39,487.55	0.00	0.00	0.00
501-1510-811.69-82	STATE ADMIN.COLLECT.FEE	14,500.00	16,820.68	8,700.00	5,166.32	5,555.00
501-1510-811.69-91	DEPRECIATION EXPENSE	0.00	1,370,661.25	0.00	0.00	0.00
501-1510-911.81-21	PW/SCADA UPGRADE	19,835.00	0.00	0.00	0.00	0.00
501-1510-981.93-2	TRANSFER TO-COMPUTER REP	875.00	875.00	6,478.00	6,478.00	5,978.00
501-1510-981.94-1	TRANSFER TO-DEBT SERVICE	576,774.00	576,774.00	584,296.00	584,296.00	584,664.00
501-1510-981.94-2	TRANSFER TO-LIABILITY INS	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00

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	DESCRIPTION	FY 2018	FY 2018	FY 2019	FY 2019	FY 2020
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
501-1411-811.10-10	F-TIME & REG.PART TIME	47,491.00	48,921.81	10,193.00	10,218.75	10,489.00
501-1411-811.15-10	FICA-EMPLOYER	2,944.00	2,911.51	1,011.00	613.60	650.00
501-1411-811.16-16	MEDICARE-EMPLOYER	689.00	680.89	148.00	143.52	152.00
501-1411-811.24-32	SOFTWARE SUPPORT/MAINT	500.00	397.14	429.00	428.75	400.00
501-1411-811.24-99	OTHER PURCHASE-SERVICES	200.00	0.00	0.00	0.00	0.00
501-1411-811.31-99	OFFICE SUPPLIES	100.00	0.00	200.00	0.00	200.00
501-1411-811.37-10	UNIFORM/PPE	200.00	0.00	200.00	0.00	200.00
501-1411-811.37-80	GAS & FUEL	500.00	246.98	500.00	302.39	500.00
501-1411-811.51-12	CELLULAR PHONE	350.00	210.00	350.00	210.00	350.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1512-812.10-10	F-TIME & REG.PART-TIME	512,604.00	479,992.29	525,696.00	507,511.61	522,471.00
501-1512-812.10-98	TEMPORARY HELP	20,440.00	13,332.48	14,790.00	10,955.00	18,500.00
501-1512-812.10-99	OVERTIME PAY	30,000.00	17,189.78	20,400.00	29,863.04	25,000.00
501-1512-812.15-10	FICA-EMPLOYER	34,901.00	30,869.05	34,776.00	33,166.50	35,090.00
501-1512-812.16-14	TRAVEL FOR MEETING & CONF	1,200.00	606.76	800.00	587.44	600.00
501-1512-812.16-15	TRAINING & SEMINARS	5,000.00	4,987.00	8,700.00	6,962.00	5,900.00
501-1512-812.16-16	MEDICARE - EMPLOYER	8,163.00	7,219.40	8,135.00	7,756.89	8,207.00
501-1512-812.21-11	LEGAL	5,000.00	3,071.00	11,000.00	13,191.42	13,000.00
501-1512-812.21-14	ENGINEERING	33,938.00	5,379.11	29,252.00	17,933.89	353,000.00
501-1512-812.22-16	PUBLIC WORKS-WATER	11,000.00	9,622.00	12,000.00	9,224.03	18,000.00
501-1512-812.23-10	DEBRIS REMOVAL	12,000.00	3,763.00	8,000.00	8,000.00	5,550.00
501-1512-812.24-12	PRINTING & BINDING	4,000.00	2,527.01	500.00	0.00	1,000.00
501-1512-812.24-13	CONTRACTUAL SERVICES	158,154.00	79,924.30	44,704.00	15,373.00	37,345.00
501-1512-812.24-32	SOFTWARE SUPPORT & MAINT	7,700.00	1,715.95	5,700.00	2,194.70	5,700.00
501-1512-812.31-99	OFFICE SUPPLIES	1,600.00	282.16	1,000.00	294.75	250.00
501-1512-812.34-13	LANDSCAPING SUPPLIES	4,000.00	2,239.23	4,000.00	1,365.92	6,000.00
501-1512-812.34-15	MATERIALS	20,000.00	17,092.94	16,000.00	15,740.29	16,000.00
501-1512-812.37-10	UNIFORMS	3,500.00	2,196.28	4,500.00	4,388.19	3,500.00
501-1512-812.37-11	CHEMICALS	300.00	35.28	2,000.00	343.10	1,500.00
501-1512-812.37-80	GAS & FUEL	15,000.00	14,247.23	14,500.00	15,673.77	16,000.00
501-1512-812.37-81	OPERATING SUPPLIES	146,850.00	107,101.67	83,021.00	76,247.38	85,200.00
501-1512-812.37-99	OPERATING SUPPLIES	6,000.00	4,799.86	5,000.00	4,153.16	5,000.00
501-1512-812.39-15	OPERATIONAL EQUIPMENT	5,500.00	7,763.10	500.00	0.00	4,000.00
501-1512-812.51-12	CELLULAR PHONE	1,120.00	653.00	1,120.00	900.00	1,120.00
501-1512-812.51-13	ELECTRICITY	51,500.00	54,558.40	47,000.00	51,449.67	42,000.00
501-1512-812.51-16	LAKE MICH. WATER	4,150,440.00	4,252,524.72	4,298,250.00	3,822,438.62	4,288,185.00
501-1512-812.52-11	RENTALS-EQUIPMENTS	1,000.00	0.00	1,000.00	985.00	8,000.00
501-1512-812.53-14	PUBLIC WORKS-WATER DIV.	17,985.00	1,225.00	29,000.00	26,140.65	12,000.00
501-1512-812.57-18	INFRASTRUCTURE MAINT	12,000.00	502.77	5,481.00	4,077.04	6,000.00
501-1512-812.57-19	TANK MAINTENANCE	31,154.00	30,904.00	31,154.00	30,904.00	109,150.00
501-1512-812.62-10	MEMBERSHIP DUES	850.00	600.00	850.00	612.00	850.00
501-1512-911.81-14	PUBLIC WORKS-WATER	10,000.00	0.00	0.00	0.00	25,000.00
501-1512-911.87-10	INFRASTRUCTURE-WATER	943,252.00	0.00	1,264,770.00	90,714.00	603,472.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1513-813.10-10	F-TIME & REG.PART-TIME	554,733.00	542,948.23	544,282.00	540,982.50	559,923.00
501-1513-813.10-98	TEMPORARY HELP	3,742.00	2,776.00	10,455.00	8,869.88	11,000.00
501-1513-813.10-99	OVERTIME PAY	25,000.00	26,259.82	20,400.00	41,533.88	32,000.00
501-1513-813.15-10	FICA-EMPLOYER	36,174.00	34,529.58	35,658.00	35,876.31	37,846.00
501-1513-813.16-15	TRAINING & SEMINARS	5,500.00	4,867.00	5,500.00	4,043.00	6,300.00
501-1513-813.16-16	MEDICARE - EMPLOYER	8,460.00	8,075.29	8,340.00	8,390.33	8,851.00
501-1513-813.21-11	LEGAL	9,000.00	3,524.25	5,000.00	2,432.75	20,000.00
501-1513-813.21-14	ENGINEERING	184,776.00	47,751.24	140,705.00	86,208.38	118,000.00
501-1513-813.23-10	DEBRIS REMOVAL	10,000.00	5,551.75	3,000.00	3,044.00	5,550.00
501-1513-813.24-13	CONTRACTUAL SERVICES	16,620.00	1,656.90	21,500.00	19,257.00	28,500.00
501-1513-813.31-99	OFFICE SUPPLIES	500.00	98.98	500.00	164.35	500.00
501-1513-813.34-13	LANDSCAPING SUPPLIES	4,000.00	2,494.73	8,800.00	2,541.14	8,800.00
501-1513-813.34-15	MATERIALS	10,000.00	9,017.24	8,000.00	7,109.45	8,000.00
501-1513-813.37-10	UNIFORMS	3,500.00	2,392.65	4,500.00	4,471.94	3,500.00
501-1513-813.37-11	CHEMICALS	9,000.00	8,350.60	6,000.00	5,995.06	12,000.00
501-1513-813.37-80	GAS & FUEL	20,000.00	18,179.01	17,500.00	16,838.60	17,500.00
501-1513-813.37-81	OPERATING SUPPLIES	7,500.00	2,767.29	23,500.00	5,352.12	23,500.00
501-1513-813.37-82	PRIVATE EXCAVATION SUPPLI	15,000.00	11,882.80	11,000.00	10,177.06	10,000.00
501-1513-813.37-99	OPERATING SUPPLIES	4,000.00	3,144.09	4,000.00	3,033.23	4,000.00
501-1513-813.39-15	OPERATIONAL EQUIPMENT	7,000.00	4,850.47	5,000.00	2,459.48	5,000.00
501-1513-813.51-12	CELLULAR PHONE	1,120.00	653.00	1,120.00	900.00	1,120.00
501-1513-813.51-13	ELECTRICITY	21,000.00	22,817.97	20,000.00	23,981.93	20,500.00
501-1513-813.51-14	NATURAL GAS	1,000.00	682.18	1,000.00	780.95	700.00
501-1513-813.52-11	RENTALS-EQUIPMENTS	1,000.00	0.00	500.00	400.00	1,000.00
501-1513-813.53-15	PUBLIC WORKS-SEWER DIV.	22,000.00	10,954.94	45,085.00	42,831.41	36,000.00

VILLAGE OF GLENDALE HEIGHTS

ANNUAL BUDGET

501-1513-813.57-11	INFRASTRUCTURE-SEWER	0.00	483,948.81	0.00	0.00	0.00
501-1513-813.69-90	BAD DEBT EXPENSE	0.00	4,751.37	0.00	0.00	0.00
501-1513-911.81-15	PUBLIC WORKS-SEWER	17,195.00	0.00	0.00	0.00	190,000.00
501-1513-911.87-11	INFRASTRUCTURE-SEWER	530,000.00	0.00	308,982.00	19,001.81	1,635,000.00

ENVIRONMENTAL SERVICE FUND: WATER POLLUTION CONTROL FACILITY (WPCF)

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! Bio-solids 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1514-814.10-10	F-TIME & REG.PART-TIME	590,069.00	577,200.18	563,985.00	485,266.87	543,532.00
501-1514-814.10-99	OVERTIME PAY	12,000.00	10,002.84	11,835.00	17,384.22	18,000.00
501-1514-814.15-10	FICA-EMPLOYER	37,328.00	36,023.46	35,700.00	30,369.80	34,815.00
501-1514-814.16-14	TRAVEL FOR MEETING & CONF	300.00	0.00	100.00	0.00	100.00
501-1514-814.16-15	TRAINING & SEMINARS	5,242.00	4,741.50	4,560.00	2,335.00	4,610.00
501-1514-814.16-16	MEDICARE EMPLOYER	8,730.00	8,424.83	8,349.00	7,102.52	8,142.00
501-1514-814.16-31	EMPLOYEE SEVERANCE PAY	0.00	0.00	0.00	0.00	66,924.00
501-1514-814.21-11	LEGAL SERVICES	8,000.00	3,611.20	15,000.00	4,256.95	15,000.00
501-1514-814.21-14	ENGINEERING	134,311.00	93,538.84	479,392.00	165,148.39	25,000.00
501-1514-814.22-18	PUBLIC WORKS-W.TREATMENT	17,250.00	13,561.27	15,250.00	12,260.34	20,550.00
501-1514-814.23-11	SLUDGE REMOVAL	115,000.00	106,708.45	105,000.00	84,717.54	110,000.00
501-1514-814.24-12	PRINTING & BINDING	300.00	0.00	100.00	37.48	100.00
501-1514-814.24-32	SOFTWARE SUPPORT & MAINT	35,000.00	0.00	4,000.00	1,307.50	6,000.00
501-1514-814.24-99	OTHER PURCHASED SERVICES	51,600.00	42,365.00	53,100.00	52,363.00	88,200.00
501-1514-814.31-99	OFFICE SUPPLIES	500.00	331.49	200.00	176.72	500.00
501-1514-814.37-10	UNIFORMS	3,490.00	2,828.53	3,490.00	3,006.66	3,490.00
501-1514-814.37-11	CHEMICALS	36,650.00	29,658.57	35,650.00	29,148.05	36,650.00
501-1514-814.37-12	LAB SUPPLIES	5,000.00	5,084.00	11,000.00	7,804.23	5,000.00
501-1514-814.37-80	GAS & FUEL	1,500.00	947.54	1,000.00	907.82	1,000.00
501-1514-814.37-81	OIL & GREASE	1,000.00	996.10	1,000.00	1,000.00	1,000.00
501-1514-814.37-99	OPERATING SUPPLIES	3,500.00	3,597.60	3,000.00	1,946.19	3,000.00
501-1514-814.39-99	OPERATING EQUIPMENT	6,000.00	4,893.62	2,000.00	1,196.99	2,000.00
501-1514-814.51-10	TELEPHONE	1,900.00	2,312.64	14,400.00	2,417.03	21,000.00
501-1514-814.51-12	CELLULAR PHONE	1,200.00	726.47	1,000.00	660.00	1,000.00
501-1514-814.51-13	ELECTRICITY	216,600.00	238,586.27	223,096.00	227,857.14	229,788.00
501-1514-814.51-14	NATURAL GAS	6,000.00	5,544.66	6,000.00	6,757.06	6,000.00
501-1514-814.52-10	LEASES-EQUIPMENTS	2,300.00	1,604.45	2,300.00	999.72	2,300.00
501-1514-814.53-19	PUBLIC WORKS-W.TREATMENT	51,300.00	33,333.91	49,300.00	38,264.64	41,300.00
501-1514-814.56-16	PUBLIC WORKS-W.TREATMENT	1,500.00	1,184.28	1,500.00	1,050.16	1,500.00
501-1514-814.62-10	MEMBERSHIP DUES	12,740.00	10,429.00	13,140.00	12,868.00	13,840.00
501-1514-814.69-60	N.P.D.E.S. FEE (IL.STATE)	32,500.00	32,500.00	35,000.00	32,500.00	35,000.00
501-1514-911.81-19	PUBLIC WORKS-W.TREATMENT	258,500.00	0.00	604,273.00	239,783.00	65,500.00

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 300 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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1515-811.10-10	F-TIME & REG.PART TIME	115,846.00	115,622.86	49,967.00	56,063.04	50,257.00
501-1515-811.10-98	TEMPORARY HELP	0.00	0.00	0.00	0.00	2,223.00
501-1515-811.10-99	OVERTIME PAY	1,000.00	748.72	1,020.00	940.67	1,000.00
501-1515-811.15-10	FICA-EMPLOYER	7,557.00	6,836.76	3,161.00	3,378.88	3,316.00
501-1515-811.16-15	TRAINING & SEMINARS	450.00	599.00	1,450.00	985.05	1,000.00
501-1515-811.16-16	MEDICARE-EMPLOYER	1,767.00	1,598.91	739.00	790.27	775.00
501-1515-811.16-31	EMPLOYEE-SEVERANCE PAY	0.00	0.00	0.00	0.00	9,767.00
501-1515-811.21-18	COMPUTER SOFTWARE	10,350.00	10,304.50	5,800.00	3,325.00	4,350.00
501-1515-811.37-10	UNIFORM/PPE	350.00	70.00	350.00	252.79	350.00
501-1515-811.37-98	MISC. INVENTORY SUPPLIES	20,000.00	20,021.96	20,000.00	19,920.96	58,000.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1617-511.10-10	F-TIME & REG.PART-TIME	71,663.00	71,905.99	72,430.00	73,687.06	74,535.00
501-1617-511.10-99	OVERTIME PAY	1,000.00	1,001.13	1,000.00	323.12	1,000.00
501-1617-511.15-10	FICA-EMPLOYER	4,443.00	4,301.97	4,491.00	4,350.53	4,683.00
501-1617-511.16-16	MEDICARE-EMPLOYER	1,054.00	1,005.93	1,051.00	1,017.37	1,096.00
501-1617-511.24-99	OTHER PURCHASE-SERVICES	970.00	557.70	1,350.00	749.84	1,000.00
501-1617-511.33-10	JANITORIAL SUPPLIES	3,500.00	3,500.00	3,500.00	2,540.60	3,500.00
501-1617-511.33-12	ELECTRICAL SUPPLIES	500.00	310.13	500.00	409.99	500.00
501-1617-511.33-13	HARDWARE SUPPLIES	100.00	0.00	100.00	0.00	100.00
501-1617-511.33-15	PLUMBING SUPPLIES	150.00	147.04	150.00	0.00	150.00
501-1617-511.33-16	LUMBER SUPPLIES	100.00	0.00	100.00	0.00	100.00
501-1617-511.53-11	R & M EQP & BUILDINGS	27,950.00	10,701.11	13,648.00	14,494.81	13,648.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1811-811.10-10	F-TIME & REG.PART TIME	20,432.00	20,689.70	17,637.00	17,683.99	18,188.00
501-1811-811.10-99	OVERTIME PAY	500.00	267.26	500.00	239.60	200.00
501-1811-811.15-10	FICA-EMPLOYER	1,267.00	1,266.69	1,124.00	1,087.27	1,140.00
501-1811-811.16-16	MEDICARE-EMPLOYER	296.00	296.25	263.00	254.26	266.00
501-1811-811.21-15	NETWORK CONSULTING	20,960.00	20,546.43	18,104.00	18,104.14	17,605.00
501-1811-811.24-31	HTE ANNUAL SERV.CONTRACT	23,760.00	23,760.00	23,760.00	23,760.00	24,950.00
501-1811-811.32-15	COMPUTER EQUIPMENT	0.00	0.00	2,078.00	2,077.06	0.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1813-811.10-10	F-TIME & REG.PART TIME	116,675.00	116,756.50	120,771.00	121,106.27	126,060.00
501-1813-811.10-99	OVERTIME PAY	2,500.00	0.00	1,000.00	0.00	0.00
501-1813-811.15-10	FICA-EMPLOYER	7,389.00	6,995.85	7,550.00	7,240.94	7,816.00
501-1813-811.16-14	TRAVEL FOR MEETING & CONF	50.00	0.00	50.00	0.00	50.00
501-1813-811.16-16	MEDICARE-EMPLOYER	1,728.00	1,636.26	1,765.00	1,693.41	1,828.00
501-1813-811.24-12	PRINTING & BINDING	10,850.00	9,073.49	9,850.00	8,373.50	9,750.00
501-1813-811.24-99	OTHER PURCHASE-SERVICES	5,150.00	3,641.10	4,600.00	3,553.78	5,000.00
501-1813-811.31-17	POSTAGE	45,500.00	45,341.11	46,500.00	46,025.66	47,500.00
501-1813-811.31-99	OFFICE SUPPLIES	200.00	107.15	200.00	125.82	200.00
501-1813-811.37-80	GAS & FUEL	200.00	155.51	325.00	238.69	350.00
501-1813-811.51-99	MISC. COMMUNICATION	25.00	10.00	25.00	0.00	0.00
501-1813-811.69-78	BANK FISCAL CHARGES	18,000.00	21,700.77	75,500.00	66,145.14	74,400.00

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	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
501-1110-811.10-10	F-TIME & REG.PART TIME	79,533.00	62,443.95	56,306.00	39,121.37	40,701.00
501-1110-811.15-10	FICA-EMPLOYER	4,931.00	2,937.82	3,491.00	2,057.70	2,523.00
501-1110-811.16-16	MEDICARE-EMPLOYER	1,153.00	786.80	816.00	551.68	590.00
501-1111-811.10-10	F-TIME & REG.PART TIME	52,249.00	49,532.68	16,989.00	23,979.81	25,009.00
501-1111-811.15-10	FICA-EMPLOYER	3,239.00	2,893.83	1,054.00	1,410.32	1,551.00
501-1111-811.16-16	MEDICARE-EMPLOYER	758.00	676.68	247.00	329.63	363.00
501-1112-811.10-10	F-TIME & REG.PART TIME	6,641.00	6,938.37	3,681.00	3,690.82	3,846.00
501-1112-811.15-10	FICA-EMPLOYER	412.00	419.78	228.00	219.95	238.00
501-1112-811.16-16	MEDICARE-EMPLOYER	96.00	98.19	53.00	51.42	111.00
501-1310-811.10-10	F-TIME & REG.PART TIME	89,888.00	89,812.24	46,516.00	46,631.43	48,446.00
501-1310-811.15-10	FICA-EMPLOYER	5,826.00	5,349.42	2,884.00	2,778.40	3,004.00
501-1310-811.16-16	MEDICARE-EMPLOYER	1,303.00	1,266.66	674.00	659.80	702.00
501-1518-811.16-10	IMRF-EMPLOYER	318,112.00	256,333.67	289,919.00	256,668.55	284,038.00
501-1518-811.16-12	MEDICAL-EMPLOYER	511,695.00	378,589.65	427,115.00	344,367.89	427,115.00
501-1518-811.16-19	VACATION BUY BACK ONLY	0.00	10,692.17	0.00	0.00	0.00
501-1518-811.16-30	OPT OUT MED INSURANCE	5,180.00	9,438.31	11,175.00	11,175.01	10,000.00
501-1518-811.16-32	HEALTH & WELLNESS PROG.	375.00	375.00	375.00	77.33	375.00
501-1810-811.10-10	F-TIME & REG.PART TIME	36,204.00	36,200.34	25,148.00	25,208.90	24,655.00
501-1810-811.10-99	OVERTIME PAY	200.00	0.00	200.00	0.00	200.00
501-1810-811.15-10	FICA-EMPLOYER	2,257.00	2,114.96	1,572.00	1,468.97	1,541.00
501-1810-811.16-16	MEDICARE-EMPLOYER	528.00	494.42	367.00	343.31	360.00
501-9999-999.16-10	EXCHANGE-IMRF-EMPLOYER	0.00	-32.97	0.00	650.75	0.00
501-9999-999.16-12	EXCHANGE-MEDICAL-EMPLOYER	0.00	-82.63	0.00	82.63	0.00

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.

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

REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
601-0-461.30-10	INTEREST INCOME	500,000.00	1,193,369.17	500,000.00	1,584,124.14	500,000.00
601-0-481.41-10	POLICE PENSION W/H	442,000.00	478,925.77	442,000.00	524,025.12	442,000.00
601-0-481.45-10	VILLAGE POLICE PENSION	2,134,438.00	2,150,464.90	2,374,258.00	2,395,764.59	2,692,498.00
601-0-481.71-10	(GAIN) & LOSS INVESTMENTS	0.00	930,759.98	0.00	1,527,245.84	0.00
601-0-481.89-10	MISCELLANEOUS INCOME	0.00	81.78	0.00	0.00	0.00

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2018 BUDGET	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET
601-0-518.10-98	TEMPORARY HELP	2,500.00	1,250.00	2,500.00	0.00	2,500.00
601-0-518.16-14	TRAVEL, MEETING & CONF.	3,375.00	365.00	3,375.00	2,847.66	3,375.00
601-0-518.21-10	AUDITING	1,250.00	1,125.00	2,500.00	0.00	2,500.00
601-0-518.21-11	LEGAL	8,500.00	3,150.00	8,500.00	11,726.07	8,500.00
601-0-518.24-11	LIABILITY INSURANCE	5,700.00	0.00	5,700.00	5,647.00	5,700.00
601-0-518.24-23	INVESTMENT-MANAGEMENT	90,000.00	134,385.13	90,000.00	125,388.37	90,000.00
601-0-518.62-10	MEMBERSHIP DUES	6,800.00	795.00	6,800.00	795.00	8,300.00
601-0-518.69-10	PENSION REFUNDS	20,000.00	0.00	20,000.00	27,063.73	20,000.00
601-0-518.69-11	DISABILITY PENSIONS	216,094.00	216,626.08	216,094.00	218,221.36	219,285.00
601-0-518.69-12	RETIREMENT PENSIONS	1,413,055.00	1,817,757.27	1,600,000.00	2,042,904.01	2,203,985.00
601-0-518.69-13	RECORDING SECRETARY	0.00	0.00	0.00	2,500.00	0.00
601-0-518.69-14	SURVIVOR BENEFITS	206,609.00	206,609.28	206,609.00	270,963.90	316,793.00
601-0-518.69-99	MISCELLANEOUS EXPENSE	120.00	0.00	120.00	69.54	120.00

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
- ❖ GH20 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:

Beginning in 2007, the Village took advantage of four separate Property Tax supported General Obligation and Build America Bond issues to fund several long awaited capital projects. During that same general timeframe, the Village was 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 has shifted on funding projects in several Village Parks which all have playground equipment that will need to be replaced. 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.

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. Beginning in FY 2019/20, the VRF was dissolved, and remaining fund balances distributed primarily between the General and Environmental Service Funds.

In the years when funds were much tighter, the vehicle replacement fund had been short funded. Starting in FY 2017, each fund contributed only the amount necessary to fund its own scheduled vehicles that are budgeted to be replaced.

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.

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-FY 2019/2020

ACCOUNT NUMBER					DESCRIPTION	FY 2020 BUDGET
101	1118	911	81	25	800MHZ RADIO ANTENNA	20,000.00
101	1210	911	81	10	POLICE DEPARTMENT	146,751.00
101	1213	911	81	10	POLICE DEPARTMENT	950.00
101	1511	911	81	13	PUBLIC WORKS-STREETS	217,000.00
101	1616	911	82	12	PARKS & GROUNDS EQUIP.	27,250.00
110	1710	911	85	18	DRIVING RANGE/FAC. IMPV	31,500.00
110	1713	911	81	18	GOLF COURSE EQUIPMENT	41,000.00
201	1610	911	81	17	RECREATION EQUIPMENT	9,000.00
204	0	911	87	13	STREET IMPROVEMENT PGM	1,100,000.00
212	0	911	87	13	STREET IMPROVEMENT PGM	2,024,592.00
212	0	911	87	27	STORMWATER IMPROVEMENTS	942,000.00
241	0	911	86	10	LAND ACQUISITION	
241	0	911	87	13	STREET IMPROVEMENT PGM	1,925,000.00
303	0	911	87	14	PARKS AND GROUNDS	300,000.00
501	1512	911	81	14	PUBLIC WORKS-WATER	25,000.00
501	1512	911	84	99	FURNITURE & FIXTURE	
501	1512	911	87	10	INFRASTRUCTURE-WATER	603,472.00
501	1513	911	81	15	PUBLIC WORKS-SEWER	190,000.00
501	1513	911	85	55	LIFT STATION-MILL POND	
501	1513	911	87	11	INFRASTRUCTURE-SEWER	1,635,000.00
501	1514	911	81	19	PUBLIC WORKS-W.TREATMENT	65,500.00

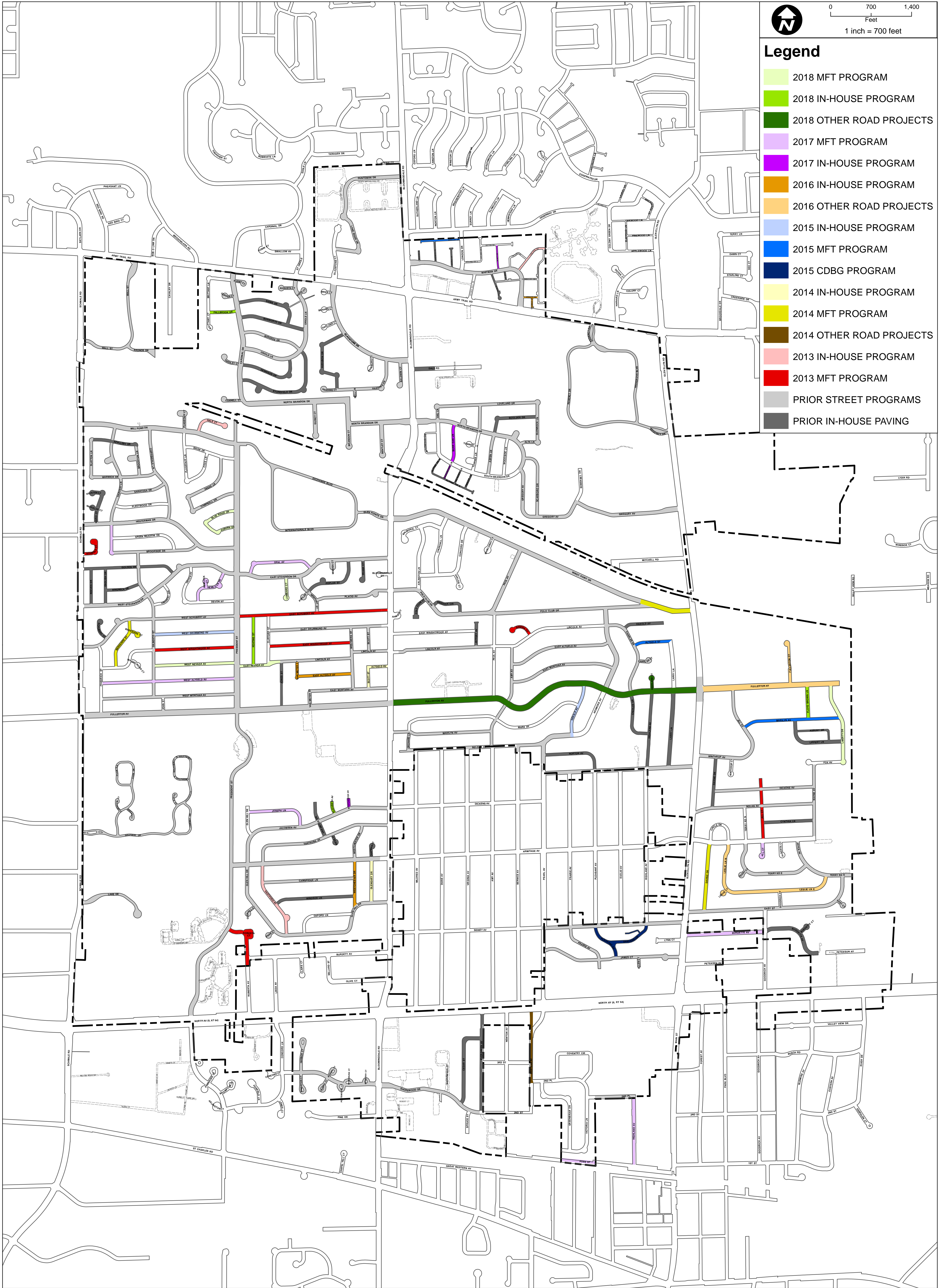
SUMMARY OF CAPITAL REQUESTS BY FUND

Fund Type	FY 2019/20	FY 2020/21	FY 2021/22
Amherst Circle	X		
Terry Road East	X		
Westberg Street	X		
West Wrightwood Avenue	X		
Gregory Avenue		X	
Montana Avenue		X	
Jacobsen Avenue		X	
Armitage Ditch			
Repair concrete floor of the box culvert		X	
TIF 1 Infrastructure Improvements			
North Avenue Flood Mitigation Project	X		
Enterprise Funds			
Secondary Clarifiers - Replace weirs and troughs			
Fine Screen Rehabilitation			
Sludge Garage - Sludge Hauling Alterations			
Primary Tanks Rehabilitation		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
SCADA Modifications			
Brandon Ct Water Tower Rehab Payment III			
784 East Burdette Water Tower Rehab Payment II			
784 East Burdette Water Tower Rehab Payment III	X		
*210 North Ave (north) Stge Tank Rehabilitation Payment I			
210 North Ave (north) Stge Tank Rehabilitation Payment II	X		
210 North Ave (north) Stge Tank Rehabilitation Payment III		X	
*Water Metering System Replacement	X	X	
Glengary Avenue Water Main Replacement		X	
Westchester Drive Water Main Replacement		X	
East Schubert Drive Water Main Replacement			X
East Altgeld Water Main Replacement			X
*North Ave. Sanitary Sewer Catchment I&I Study Phase II			

Payson Circle Lift Station Retrofit	X		
North Avenue Sanitary Sewer Catchment Repairs	X		
*Gravity Sanitary Sewer Catchment I&I Study	X	X	
Gravity Sanitary Sewer Catchment Repairs			X
SCADA Modifications Water and Sewer Systems	X	X	
Glendale Lakes Golf Club			
Half Cart Paths Replacement	X		
New Greens Mower	X		
Additional Wi-Fi Device	X		
Furniture for Foyer	X		
Carpet for Common Areas	X		
Half Cart Paths Replacement		X	
Utility Cart 1 of 3		X	
Gator Cart		X	
Buffalo Blower		X	
Cart Ramp Repair and Drainage		X	
Resurface Dance Floor		X	
Carpet for Main Banquet Room		X	
New Greens Mower			X
Utility Cart 2 of 3			X
New Sheers for Banquet Room			X
New Partition Walls			X
New Banquet Chairs			X
New Roller			X
Center for Senior Citizens			
Expansion of Facility			X

Parks			
Nazos Park – Main parking lot overlay	X		
Aquatic Center – Remove sand volleyball court		X	
Aquatic Center – Add new splash pad area			X
Glen Hill Park – Develop a soccer field adjacent to park	X		
Glen Hill Park – Replace playground structures	X		
Millennium Park – Replace playground structures		X	
Ollman Park – Parking lot overlay		X	
Camera Park – Develop new playground/walking path area		X	
Camera Park – Provide fishing station/pier access			X
Camera Park – Consider development of 9 hole Disc Golf	X		
Circle Park – Parking lot overlay		X	
College Park – Remove/replace Basketball court and parking lot	X		

2004-2018 ROAD PROJECTS



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	FEMA: Federal Emergency Management Agency
AFSCME: American Federation of State, County and Municipal Employees	FICA: Federal Insurance Contributions Act
APWA: American Public Works Association	FOIA: Freedom of Information Act
ASCE: American Society of Civil Engineers	FOP: Fraternal Order of Police
AWWA: American Water Works Association	FSLIC: Federal Savings and Loan Insurance Corporation
BAB: Build America Bond	FT: Full-Time
BSI: Backflow Solutions Inc.	FTE: Full-Time Equivalent
CAD: Computer Aided Design	FY: Fiscal Year
CALEA: Commission of Accreditation for Law Enforcement Agencies	GAAP: Generally Accepted Accounting Principles
CDBG: Community Development Block Grant	GAP: Government Accountability Program
CERT: Community Emergency Response Team	GFOA: Government Finance Officers Association
CEU: Continuing Education Unit	GH: Glendale Heights
CIP: Capital Improvement Program	GH₂O: Glendale Heights Aquatic Center
COLA: Cost of Living Adjustment	GHS: Glendale Heights Football & Cheerleading
COSTCO: China Off Shore Trading Company	GHYBS: Glendale Heights Youth Baseball & Softball
CPA: Citizen Police Academy	GIS: Geographical Information Systems
CPR: Cardiopulmonary Resuscitation	GLGC: Glendale Lakes Golf Club
CSA: Customer Service Associate	GO: General Obligation (bonds/debt service)
DARE: Drug Abuse Resistance Education	GOB: General Obligation Bond
CSO: Community Service Officer	GREAT: Gang Resistance Education and Training
DCFS: Department of Children and Family Services	HR: Human Resources
DUI: Driving Under the Influence	HTE: High Technology Entrepreneur
E911: Enhanced 911 (emergency service)	HVAC: Heating, Ventilating & Air Conditioning
EAB: Emerald Ash Borer	IAFSM: Illinois Association for Floodplain and Storm Water Management
EAV: Equalized Assessed Value	IBM: International Business Machines Corporation
EMS: Emergency Medical Services	IDLH: Immediate Danger to Life or Health
EOC: Emergency Operations Center	IDOT: Illinois Department of Transportation
ESDA: Emergency Service Disaster Agency	IEPA: Illinois Environmental Protection Agency
ESS: Enterprise Software System	
F&B: Food and Beverage	
FCC: Federal Communications Commission	
FDIC: Federal Deposit Insurance Corporation	

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