



A Proud and Progressive Village for All People



Village of Glendale Heights, IL

Annual Budget

Fiscal Year 2023/24



VILLAGE OF GLENDALE HEIGHTS, IL

Fiscal Year 2023/24

Annual Budget

VILLAGE BOARD OF TRUSTEES

Chodri Ma Khokhar
Village President

Marie Schmidt
Village Clerk

Mohammad Siddiqi
District 2

William Schmidt
District 1

Chester Pojack
District 5

Storino, Ramello & Durkin
Appointed Village Counsel

Michael Light
District 3

Pat Maritato
Deputy Mayor/District 4

Mary Schroeder
District 6

Christopher B. Burke
Village Appointed Engineers

VILLAGE DEPARTMENT DIRECTORS

Douglas Flint
Acting Village Administrator

Milos Todorovic
Community Development Director

George Pappas
Chief of Police

Peter Cahill
Human Resources Manager

William Poling
Finance Director/Treasurer

Keith Knautz
Leisure Services Director

Rachael Kaplan
Public Works Director

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 2023/24 fiscal year.

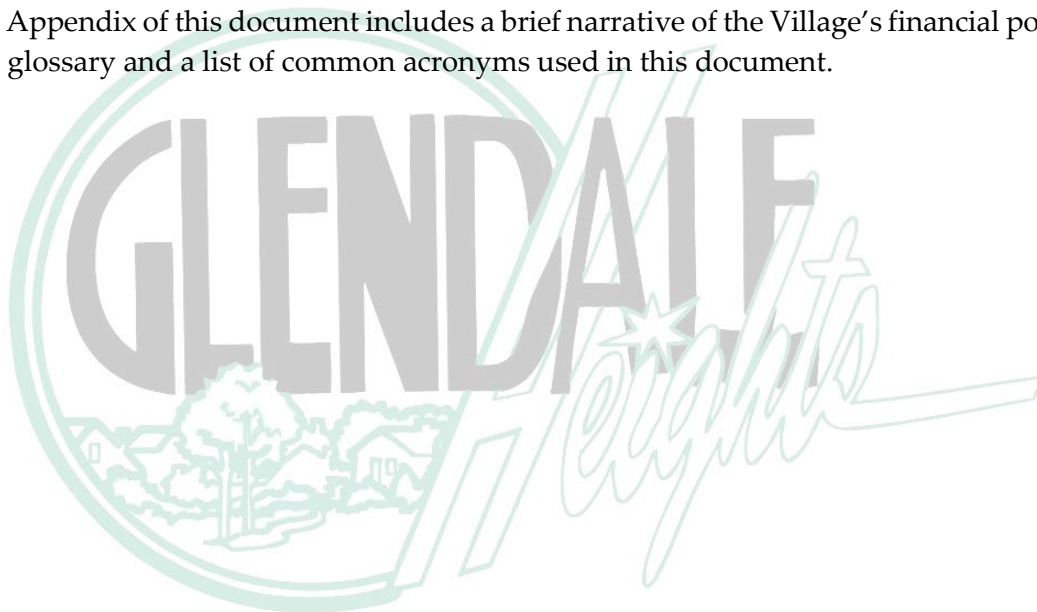
READER'S GUIDE TO UNDERSTANDING THE BUDGET

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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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Glendale Heights
Illinois**

For the Fiscal Year Beginning

May 01, 2022

Christopher P. Morrill

Executive Director



ANNUAL BUDGET

November 30, 2023

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

The Fiscal Year 2023/2024 (FY 2024) Budget is hereby presented for the fiscal year May 1, 2023 to April 30, 2024. 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 available 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 improve upon its fiscal condition. Since its adoption in 2013, the Village has been able to exceed the Fund Balance Reserve Policy, which established a minimum reserve level of four months. Independent auditors reported to the Village Board in November that the fiscal year 2023 ending reserve balance was at a level of 10.5 months, which is more than the level set by



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policy, and more than double the level recommended by the Government Finance Officers Association (GFOA).

Fiscal Year	General Fund Balance*	Equivalent Months
2016	\$11,242,615	6.7
2017	\$12,388,501	7.1
2018	\$13,345,430	7.4
2019	\$12,280,957	6.3
2020	\$10,975,133	5.6
2021	\$16,054,846	7.8
2022	\$22,736,563	10.5
2023	\$22,652,823	10.5

*Source: Village Annual Comprehensive Financial Report.

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 2023/24 budget for all funds of the Village is included in this document. The total operating and capital budget is \$78,396,697, a decrease of 17.0% from the final budget of \$93,950,941 in 2022/23. The primary reason for this decrease in expenditures relates to major projects being undertaken at the Wastewater Treatment Plant (WWTP). 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 that 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.



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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.

The Village of Glendale Heights has a strong focus on economic development, which continues to be one of the Village President and Village Board's highest priorities. 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 for employment and to shop and dine locally.

The Village has two main commercial corridors, Army Trail Road and North Avenue, as well as two additional corridors of Glen Ellyn Road and Bloomingdale Road. There has been significant development and redevelopment along these corridors and the Village is focused on continuing these efforts and improvements.

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 2022/23

In the 2022/23 approved budget, the Village projected a 7.6% decrease in General Fund revenues and a 17.3% increase in expenditures. These revenue increases stem primarily from the loss of both sales tax and home rule sales tax resulting from a medical supplier's relocation out of the Village to a different community. The increase in expenditures is mostly due to transfers made



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specifically for infrastructure improvement projects undertaken in the Infrastructure Fund, contractual salary increases, and an anticipated rise in employer provide health insurance benefits. The Village's revenues have continued to remain stable, in spite of the effects of the Coronavirus pandemic, thanks to a diverse sales tax base.

2022/23 ACTUAL RESULTS

General Fund revenues, which were budgeted at \$32,705,682, ended the fiscal year at \$33,734,323, or approximately \$1.03 million over budget, which is 3.0%. This excess was due to sales, home rule sales, income, local use, and real estate transfer taxes remaining strong. Spending, as always, is monitored closely and because of this, actual General Fund expenditures came in at \$997 thousand under budget, as a few capital/maintenance projects were deferred.

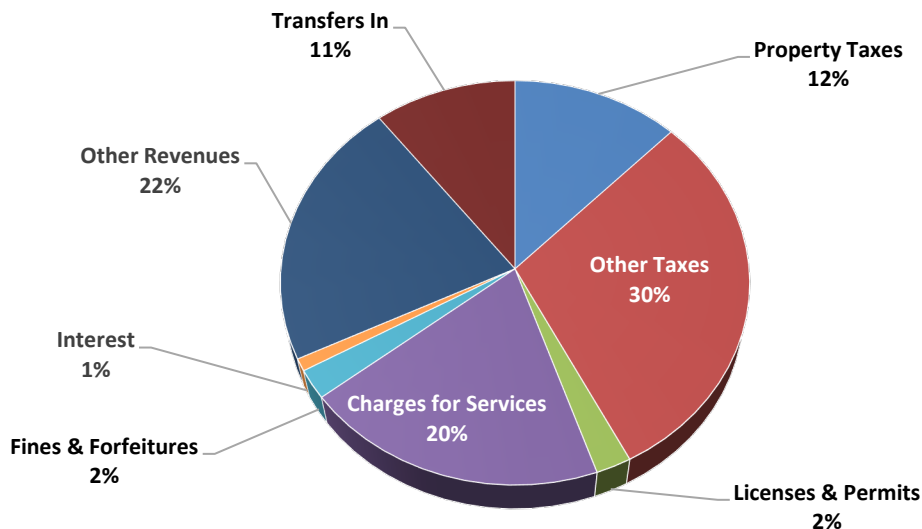
2023/24 OPERATING BUDGET OVERVIEW

In the 2023/24 budget, the Village is anticipating an increase of \$2,300,068 or 7.0% in net General Fund revenues from the 2022/23 budget and a \$1,109,616 increase or 3.3% in net expenditures. The rise in revenues comes entirely from an accounting treatment change, caused by the creation of the new Leisure Services Fund, and corresponding re-class of levied property taxes. The expenditure increases are due to the same accounting treatment regarding transfers to the Leisure Services Fund.

Over the last few budget years, departments have been held to limited 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.

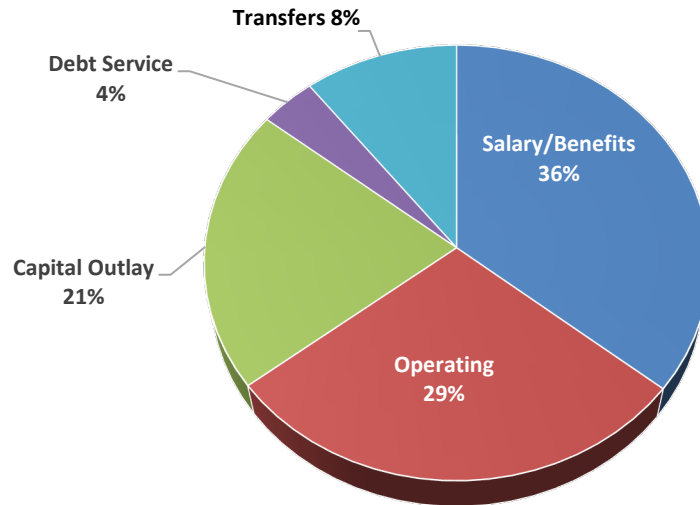
The chart below summarizes 2023/24 proposed budgeted revenues by source for all funds:

2023/24 Total Revenues \$78,954,863



The expenditure budget, which includes inter-fund transfers and capital projects, for 2023/24 totals \$78,396,697. This represents a 16.6% decrease from the 2023/24 operating budget. The 2023/24 operating budget for all funds, including transfers and capital projects, shows revenues exceeding expenditures/expenses by \$558,166. The main reason for this is attributable to fewer capital project expenditures. The following chart summarizes the 2023/24 budgeted expenditures/expenses by object for all funds:

2023/24 Total Operating Expenditures \$78,396,697



PROPERTY TAXES

After enduring eight consecutive years of decline in equalized assessed valuation (EAV), the Village in 2022 realized its seventh straight year of increase. The table below reflects EAV data from 2009 to 2022.

EAV Year	Bloomington Township	Milton Township	Total EAV	Total Tax Levy
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	\$7,944,224
2018	\$604,964,040	\$66,427,785	\$671,391,825	\$7,944,224
2019	\$678,698,446	\$72,708,186	\$751,406,632	\$7,944,224
2020	\$696,232,137	\$74,653,6687	\$770,885,824	\$7,944,224
2021	\$712,560,494	\$83,795,549	\$796,356,043	\$8,354,907
2022	\$767,898,701	\$96,434,720	\$864,333,421	\$8,354,907



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For 2022, increases in the EAV were 7.8% and 15.1% for Bloomingdale and Milton Townships, respectively. Up until 2014, the Village's tax levy had remained at, or less than the levy in 2008. In 2018, the State of Illinois reduced the Local Government Distributive Fund (LGDF) by 5%. 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 amounts to a \$257,778 negative impact on Village revenues expressed in current dollars. Additionally, the State continues to withhold 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 \$99,200 from the Village.

For 2022, the Village did not impose an increase in the Property Tax levy, despite the potential threat of expenditure pressures.

A substantial portion of the property tax levy (21.9%) 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 water and sewer infrastructure improvements are funded with water and sewer receipts. 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 29.1% (\$747,800) of the total 2022 tax levy allocated to debt service (\$2,571,850) 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. Some departments have undergone restructuring in the last few years; a more recent case of restructuring occurred at the beginning of the 2022 fiscal year, when the Recreation, Golf Course, Senior Center operations combined to form a new Leisure Services Department. Since 2007, the Village has decreased the full-time employment of the Village to 183 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
2019	186
2020	184
2021	186
2022	176
2023	183

*source – Human Resources monthly staff reports.

Total personnel expenditures/expenses, which includes benefits, represents 64.3% 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 is now in a position of planning, with special emphasis on utility infrastructure (water and sewer), and the Wastewater Treatment Facility, resulting from State imposed mandates involving Phosphorus reduction. In July 2022, the Village completed improvements at Camera Park, which is a 64-acre community park, and the largest in the Villages' park system. Funding for the project will come from two State grants, along with matching funds from the Village.

SUMMARY

Over the last few years, the Village has enjoyed sustained growth, especially with respect to major revenues such as Sales and Home Rule Sales taxes, Real Estate Transfer Taxes, and Building Permits.

Several potential significant events will take place in the upcoming year that will put pressures on the financial resources of the Village. Among these are:

- Income Tax (Local Government Distributive Funds) reductions from the State
- Sales Tax hold back from the State
- Stubborn Inflation
- Potential settlements resulting from ongoing litigation
- Increases in Medical Insurance premiums
- Union Negotiations
- Pension Obligations
- State imposed mandates regarding the reduction of phosphorous levels at the Waste Water Treatment Plant
- Continued Supply Chain Issues

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.

MEMORIAM

On August 30, 2023, former Village President Linda Jackson passed away due to ongoing health conditions. President Jackson was the longest serving Village President in Glendale Heights' history serving on the Village Board for over 30 years from 1991 to 2021, including 20 of those years as the Village President. She was a pioneer in the Glendale Heights community, bringing numerous programs, events, businesses and initiatives that have been recognized by local Glendale Heights organizations, DuPage County and the State of Illinois. She will always be remembered for her passion for the residents of Glendale Heights putting each and every resident first. She believed in "Honest and responsible government in Glendale Heights" and standing



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true to the Village's motto of being "A Proud and Progressive Village for All People." She will be deeply missed.

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, 2022. 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,

Douglas R. Flint

Douglas R. Flint
Acting Village Administrator

William A. Poling

William Poling
Finance 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 Assistant Village Administrator, Chief of Police, Public Works Director, Community Development Director, and Finance Director. 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



ANNUAL BUDGET

Municipal Employees, Local 3768 ("AFSCME") in one bargaining unit. All contracts are current through April 30, 2025.

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. The Village's FY 2024 budget anticipates total expenses of \$66,453,649, excluding the Police Pension fund and other financing uses. Anticipated revenues, excluding the Police Pension Fund and other financing sources total \$66,266,549. Fund balance unrestricted reserves of \$187,100 are 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, 2022, total assets grew by more than \$25 million from \$187 million to a total \$212 million, while total revenues increased to \$60 million compared to the prior fiscal year, at \$58 million. The Villages' primary fund, which is the General Fund, reported a reserve balance of \$22 million. Reserves are a level of 10.5 month's equivalent expenditures, exceeding the Village's policy of 4 months and the level recommended by the Government Finance Officers Association (GFOA) of 2 months.
- In January 2022, the Village Board approved an Intergovernmental Agreement with the Center for Governmental Studies, Northern Illinois University Outreach, Engagement and Regional Development for the purpose of developing a Multi-Year Strategic Plan to address:

- Enabling the Village to identify and confirm a long-term vision and set organizational purpose and direction;
 - Provide an analysis of the current operating environment;
 - Receive community stakeholder, Village Board, and staff input into the process;
 - Develop a strategic plan with clear priorities and measurable goals via a group leadership discussion process;
 - Launch an action planning session of the consensus goals; and,
 - Provide a communicative summary document/final report for use by the Board, Administration, Departments, and broader community.
- The Village's Police Department was re-accredited for the fifth time; continuing to maintain the Commission on the Accreditation of Law Enforcement Agencies (CALEA) accreditation that it received initially in 2008. Accreditation assures that the Department's policies, procedures and training guide the agency's performance. Specifically, it will:
 - Strengthen crime prevention and control
 - Formalize management and administrative procedures
 - Establish fair and non-discriminatory personnel practices
 - Improve service delivery
 - Boost citizen and staff confidence in the agency
 - Bring the Department up to national professional level
 - Assure government leaders of the quality of law enforcement

The Department is one of only 800 law enforcement agencies in the country that has earned CALEA Accreditation status.

- Economic development continues to be a priority for the Village of Glendale Heights. Supporting businesses and encouraging new development helps bring and keep jobs, lowers the tax burden on all residents and gives residents more options to shop and eat locally. Over the past several years, the Village has worked to address an area along Army Trail Road that includes significant truck storage on unpaved surfaces and other offensive uses that have negatively affected the surrounding neighborhood. The Village Board approved a 142,000 square foot and a 153,000 square foot Business Park development on this 20 acre site. Both buildings are nearly completed, and there is already a tenant for the rear building.
- Significant redevelopment also continued to occur along North Avenue. A new 116,000 square foot Business Park development at 760 E. North Avenue was completed and is being actively marketed, while the new Business Park at 1 E. North Avenue is occupied with other tenants anticipated.
- Local road infrastructure was improved throughout the Village as part of the In-House Road Program, overlaying Garland Court, Brahms Court, Avalon Court and Westberg

Avenue. Additionally, the 2021 Motor Fuel Tax (MFT) Road Program included road construction of eight streets, along with curb, sidewalk and drainage improvements.

- Three applications for further CDBG funds were also made by the Village for future water main construction projects. The construction began in Fiscal Year 2022 and will extend to Fiscal Year 2024, depending on grant funding. The three grants are for a maximum of \$600,000 each, a total of \$1.8 million. The water mains to be replaced will be located at Norton Avenue and East Schubert Avenue, Jill Court and Marilyn Avenue, and Cambridge Lane and Westchester Drive. Together, the three projects will be approximately 1.5 miles of new water main.



Camera Park

- The biggest Parks project this year was the completion of improvements to Camera Park. The Park was re-opened in July 2022, and boasts a new playground, fitness stations, challenge course and splash pad. This re-development will provide residents of all ages state of the art recreational activities.

- Glendale Lakes Golf Club generated just under 25,500 rounds of golf for the 2021 calendar year. Golf was and still is viewed as a safe outdoor activity during the COVID-19 pandemic. Glendale Lakes continues to be the home golf course to five area golf teams. The

schools that use Glendale Lakes as their home course are: Glenbard North Boys and Girls, Glenbard East Boys and Girls and Glenbard West Girls. Each of these teams host their home matches, tournaments and some Illinois High School Association (IHSA) post-season events.

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.

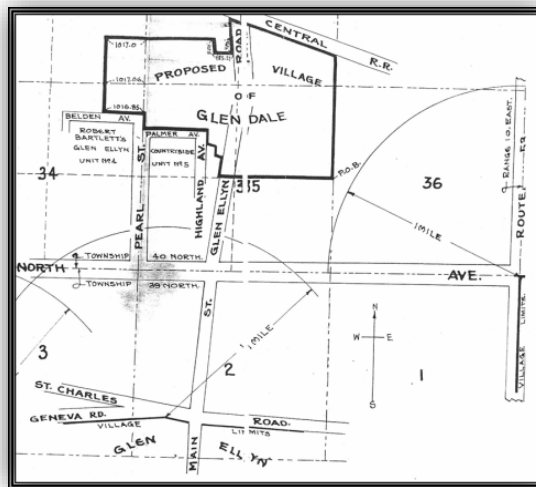


By early summer of 1959 with a population of 104, a petition to incorporate was circulated and filed on June 16, 1959. On July 13, 1959 the court declared the Village organized and the first election was held on August 2, 1959. The first meeting of the Village board was September 1, 1959 at the home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

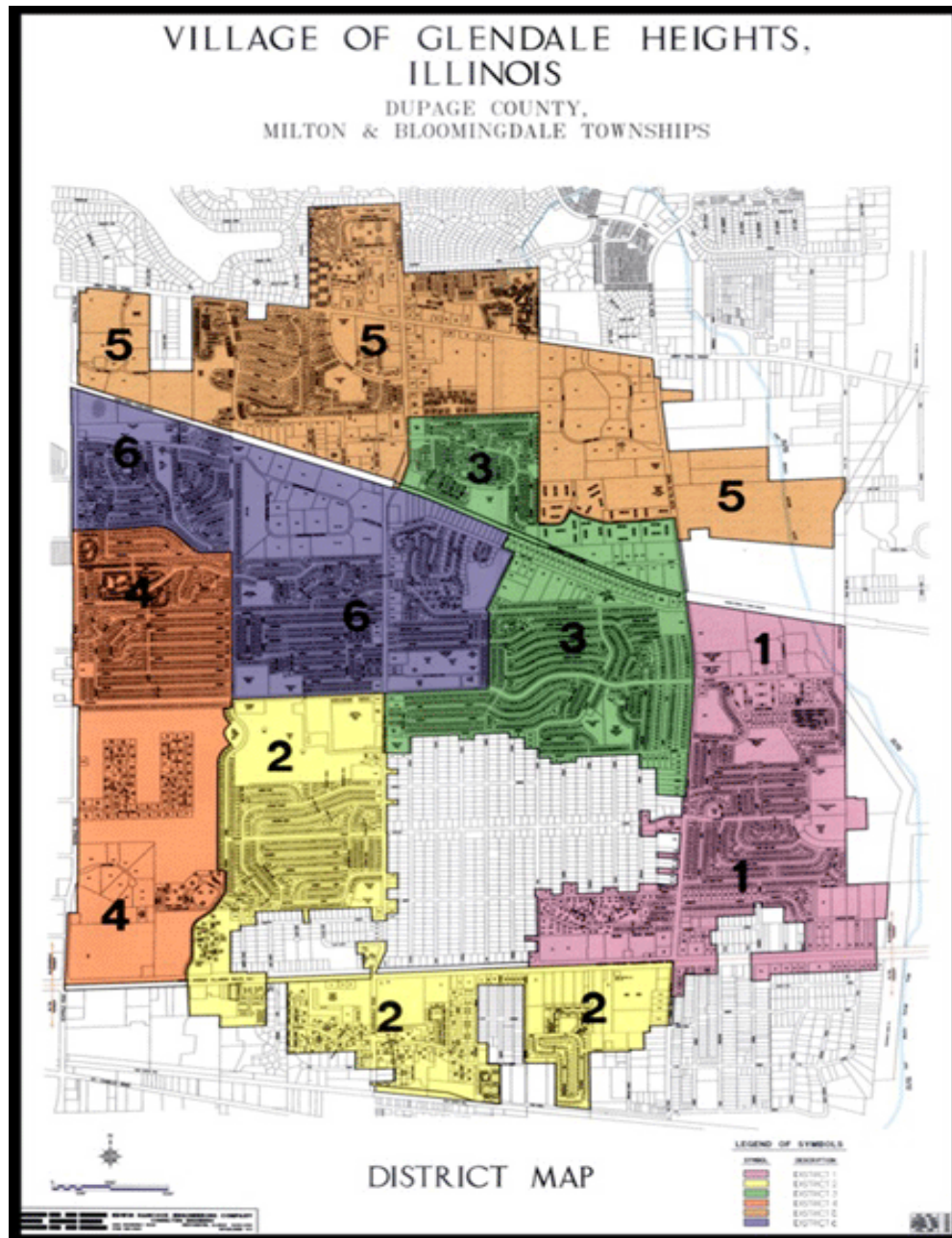
homes, split levels, apartments, condominiums, shopping centers, churches, industrial business parks, beautiful community and neighborhood parks, modern service facilities and three excellent elementary school systems.

The Village has seen continuous investment and reinvestment in the community with many areas being upgraded and repurposed, including the addition of DuPage Dodge, Popeye's, Burger King, Army Trail Road Shell, Panda Express, Starbucks, Dunkin Donuts, Crumbl Cookies 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 UChicago Medicine Advent Health 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 33,176 as of the 2020 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: Chodri Ma Khokhar, at-Large

District 1: Trustee William Schmidt

District 2: Trustee, Mohammad Siddiqi

District 3: Trustee Michael Light

District 4: Trustee Pat Maritato

District 5: Trustee Chester Pojack

District 6: Trustee Mary Schroeder



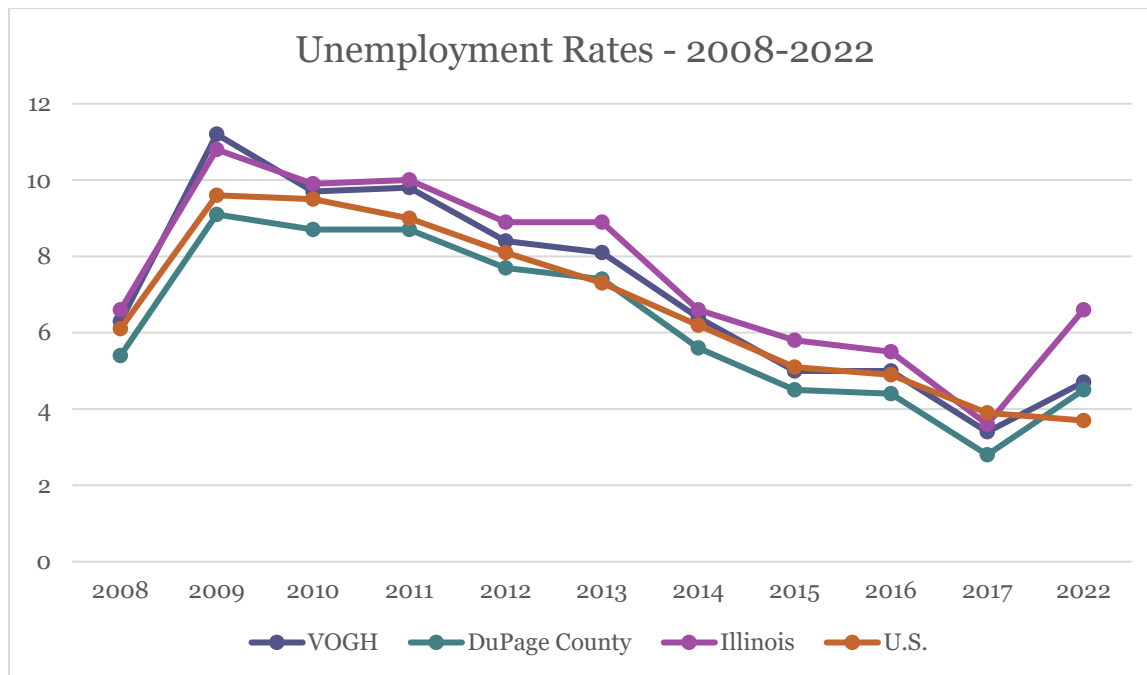
ANNUAL BUDGET

VILLAGE PROFILE AT A GLANCE

DEMOGRAPHIC	2010		2020		PERCENT CHANGE
	NUMBER	PERCENT OF TOTAL	NUMBER	PERCENT OF TOTAL	
POPULATION	34,208	100%	33,176	100%	-3.0%
AGE:					
Under 5 Years	2,646	7.7%	2,327	6.9%	-0.8%
5 to 19 Years	7,396	21.6%	6,277	18.5%	-3.1%
20 to 34 Years	8,777	25.7%	8,630	25.5%	-0.2%
35 to 64 Years	12,912	37.7%	12,392	36.6%	-1.1%
65+ Years	2,477	7.2%	4,237	12.5%	5.3%
Median Age	32		35		
GENDER:					
Male	17,407	50.9%	16,906	51.0%	0.1%
Female	16,801	49.1%	16,270	49.0%	-0.1%
RACE:					
White Alone	17,953	52.5%	12,145	36.6%	-15.9%
Black or African American Alone	2,005	5.9%	2,412	7.3%	1.4%
American Indian and Alaskan Native Alone	206	0.6%	424	1.3%	0.7%
Asian Alone	7,575	22.1%	8,378	25.3%	3.2%
Native Hawaiian or Other Pacific Native Alone	24	0.1%	32	0.1%	0.0%
Some Other Race Alone	5,271	15.4%	5,596	16.9%	1.5%
2 or More Races	1,174	3.4%	4,189	12.6%	9.2%
HISPANIC ORIGIN:					
Persons of Hispanic or Latino Origin	10,512	30.7%	10,889	50.7%	20.0%
Persons Not of Hispanic or Latino Origin	23,696	69.3%	10,599	49.3%	-20.0%
INCOME LEVEL OF RESIDENTS:					
Median Family Income	68,183		77,582		12.1%
Per Capita Income	36,307		41,317		12.1%
Unemployment Percentage	10.20%				
EDUCATION:					
Level in Years of Formal Schooling	14.7		14.9		20.0%
School Enrollment	14,146		12,958		-9.2%
HOUSING CHARACTERISTICS:					
Total Housing Units	11,864	100.0%	11,874	100.0%	0.1%
Occupied	11,257	94.9%	11,414	96.1%	1.3%
Vacant	607	5.1%	460	3.9%	-1.2%
Owner Occupied	7,605	64.1%	5,679	49.8%	-16.2%

SOURCE: US Census Bureau, 2020 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.

2020 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%

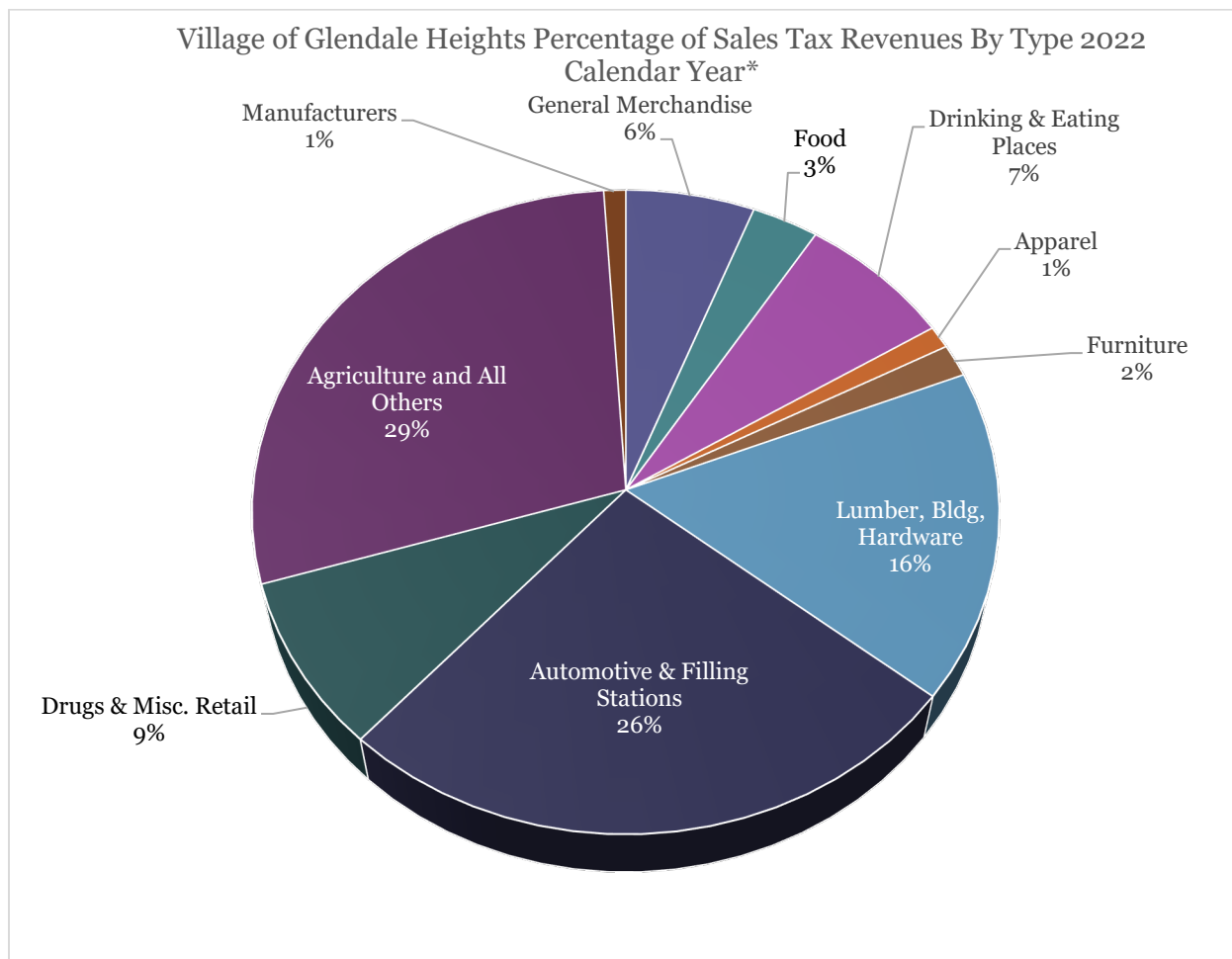


ANNUAL BUDGET

In addition to promoting economic development activity, the Community Development 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; responds to resident complaints; acts as the liaison to the Plan Commission and Property Enhancement Committee; processes business licenses, video gaming licenses and entertainment permits; ensures compliance with stormwater management requirements, and conducts a variety of other duties.

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

VILLAGE OF GLENDALE HEIGHTS TAX RATES		
	State	6.25%
Retail, Sales Tax: DuPage County	County Water Commission Tax	0.00%
	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%
"Push" Tax - Video Gaming		\$0.01
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
Local Gas Tax (per gallon)		\$ 0.02



*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 2023/24. 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 March, 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/Managerial 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 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, and also for selective capital/infrastructure projects.

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 middle 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 will 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

From the onset of the pandemic in the first quarter of 2020, Village Administration and the entire Board of Trustees believed it both necessary and prudent to review and modify as needed, budget estimates on a quarterly basis. This allows the Village to stay ahead of and be more responsive to significant swings in either revenues or expenditures. 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.

Additionally, 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



 August, October, January, May – Quarterly budget reviews are conducted.

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 33 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 fiscal operations. The internal service funds are used to account for the costs of property and casualty insurance, and workers' compensation insurance.

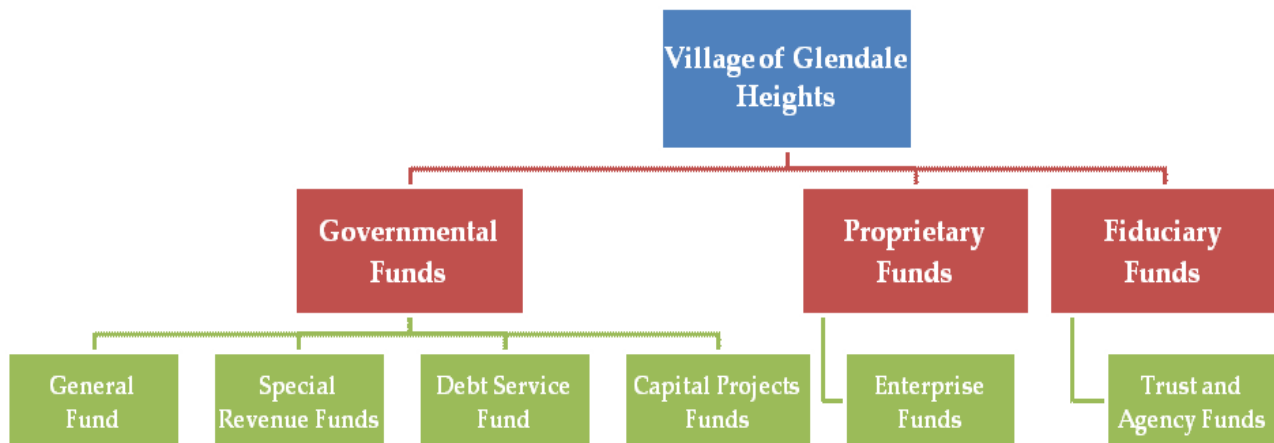
FIDUCIARY FUNDS

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 fund, 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. The Village maintains one agency fund, that being the DUMEG Fund. 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

Human Resources

Public Relations

Building Maintenance

Central Services

Information Systems

POLICE DEPARTMENT

Police Administration

Patrol

Investigations

Support Services

Community Oriented Police

FINANCE DEPARTMENT

Administration

Purchasing

Utility Billing

COMMUNITY DEVELOPMENT

Administration

Inspection Services

PUBLIC WORKS

Administration

Engineering

Streets

Fleet Maintenance

Utilities

LEISURE SERVICES

Parks and Grounds

Recreation

Human and Senior Services

Golf Course

SPECIAL REVENUE FUNDS

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

LEISURE SERVICES FUND

The Leisure Services fund was formed in FY 2023 and includes Special Events, Recreation, Golf, Senior Center and Parks and Grounds functions.

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.

PARK 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 seven (7) 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 Areas 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:
Administration
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.

Custodial Funds provide both opportunity and money. Custodial funds are used to record and report funds collected at an individual level.

DUMEG FUND

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 2023/24 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 \$35,005,750, which makes up 49.5% of the Village's total revenue (excluding transfers in). Compared to the 2022/23 budget, the General Fund revenue shows a 7.0% increase.

The General Fund expenditure budget, excluding transfers, is \$28,189,728, which is an increase of 3.9% compared to the 2022/23 budget. If all transfers to debt service and capital project funds are included, the budget reflects a 3.3% increase of expenditures compared to 2022/23.

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 for FY 2023/24 is \$21,688,663, which makes up 27.5% 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 increase in net position earnings of \$1,024,652. This increase is attributed to the timing of planned capital improvements to be completed in FY 2023/24, including a Phosphorus Removal Upgrade project and Water Supply Facilities Rehabilitation project.



ANNUAL BUDGET

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

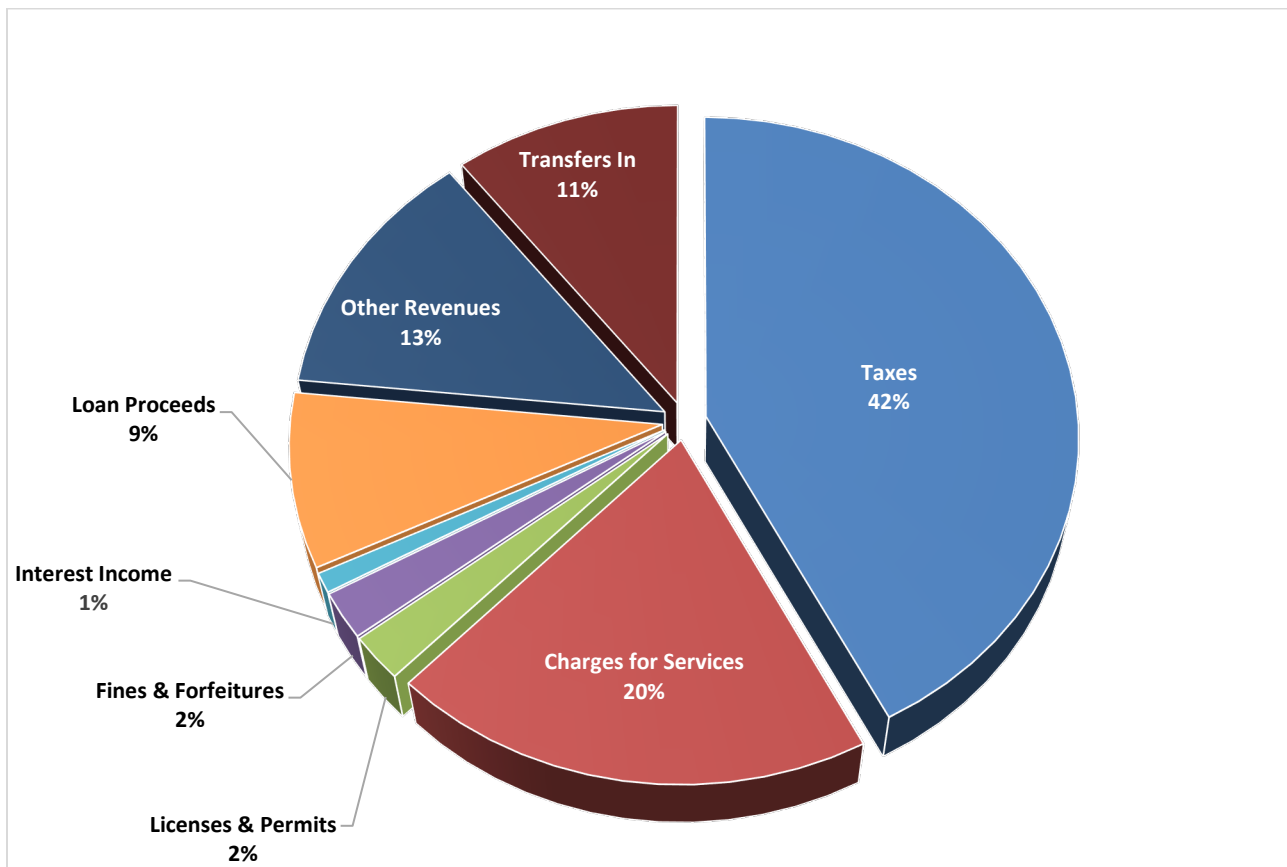
Function/Division	Fund Type					
	General	Special Revenue	Capital	Debt Service	Internal Service	Enterprise
Legislative	X					
Administration	X				X	X
Human Resources	X				X	X
Public Affairs	X					X
Senior Services	X					
Central Services	X	X			X	X
Law Enforcement	X	X				
Finance	X					X
Community Development	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/WWTP						X
Water Billing						X
Golf						X
Restaurant/Banquets						X

MAJOR REVENUE SOURCES

Major revenue sources comprise more than 62% of the total revenue as adopted in the fiscal year 2023/24 Operating Budget. Although the Village has a diverse revenue stream, the Coronavirus Pandemic impacted overall revenues started in the first calendar quarter of 2020. The Village began to see some signs of improvement beginning in the third quarter of 2020, which continued through FY 2022. It is estimated that Fiscal Year 2023 will end on a strong note financially.

The Village's largest class of revenue for the 2023/24 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 2023/24.

Total Revenues FY 2023/2024 \$78,954,863



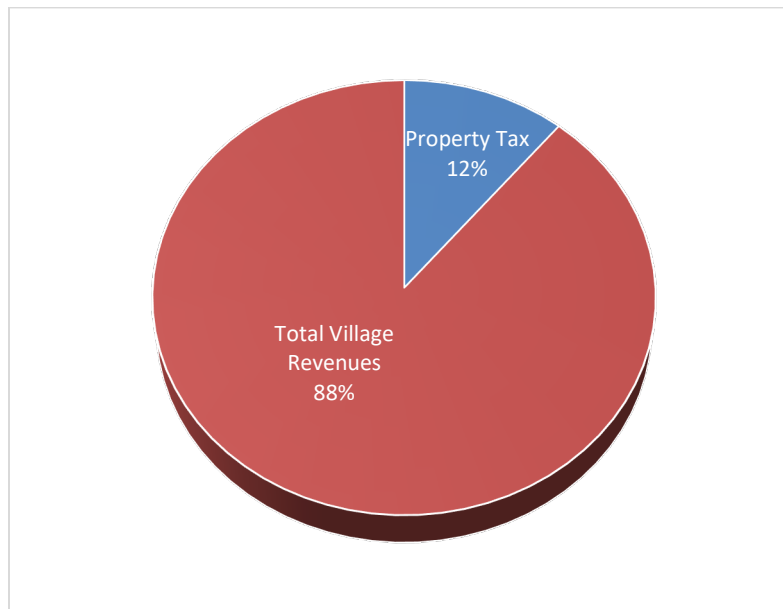
MAJOR REVENUE SOURCES

TAXES - PROPERTY TAX*

Levy Year	Taxes Levied	Amount Collected
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	\$8,003,367
2019	\$8,025,774	\$8,013,433
2020	\$8,025,692	\$8,017,653
2021	\$8,376,869	

*source: Audited Annual Comprehensive Financial Report FY 2022

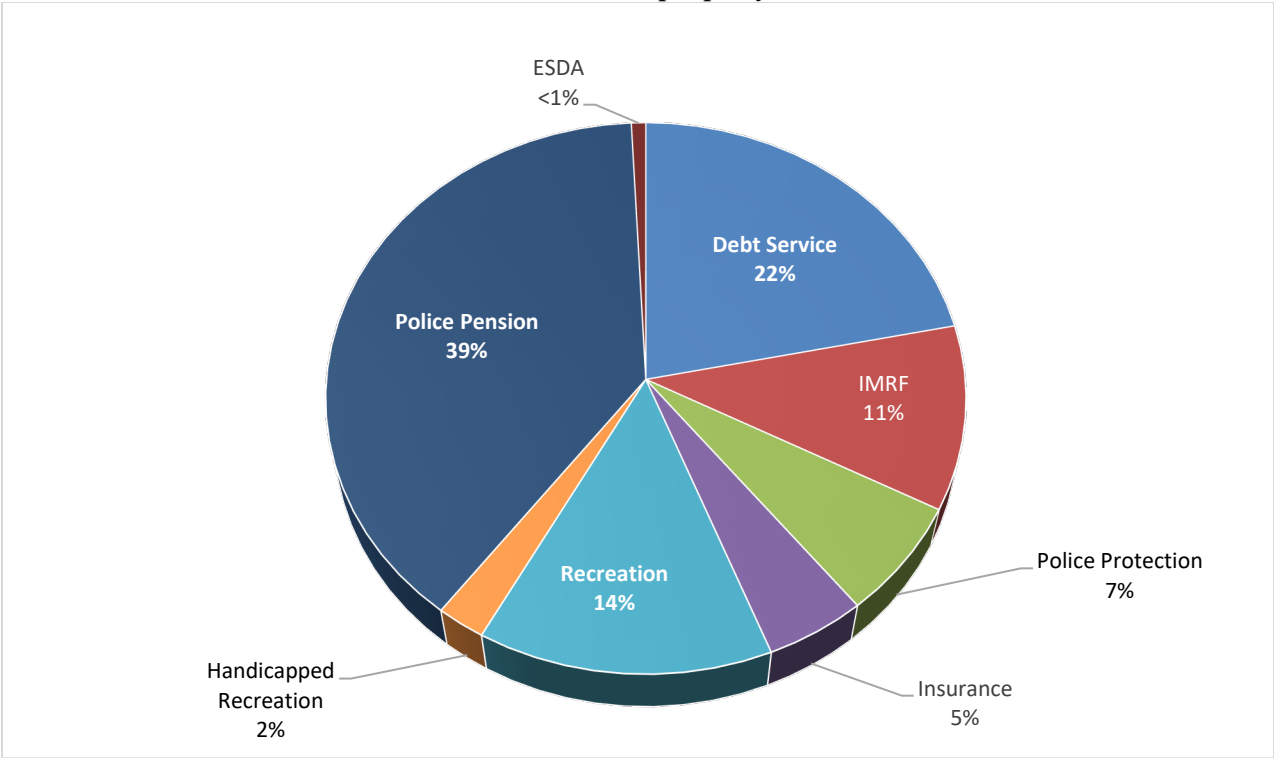
Property Tax to Total Village Revenue 2023/24 Budget



Property tax is the Village’s second largest revenue source and comprises about 12% of the total budgeted revenue for 2023/24. 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 may levy a property tax for the

2022 Property Tax Levy
Percent (%) Allocation

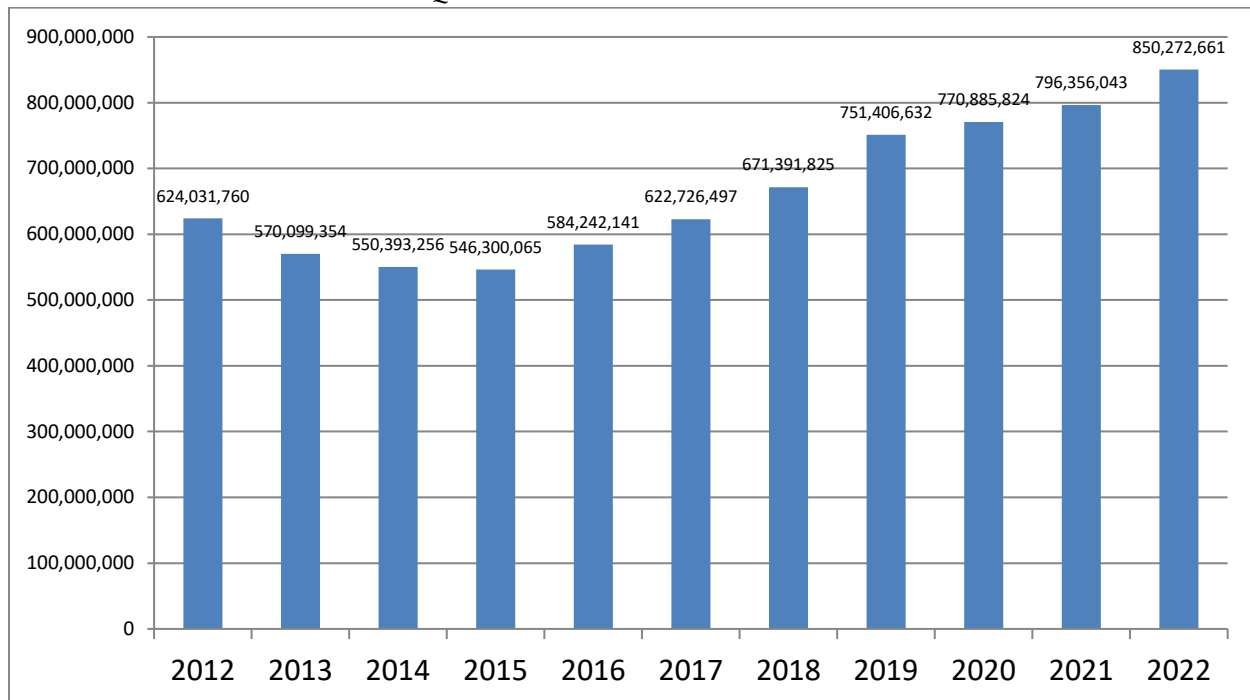


General Fund, Recreation Fund, Emergency Services and Disaster Agency (ESDA) Fund, Handicap Recreation Fund, Illinois Municipal Retirement Fund (IMRF), Special Service Area (SSA) Funds, Tax Incremental Financing (TIF) Funds, Police Pension Fund, Insurance Fund and Debt Service Fund. Property taxes for 2022, which will be paid in 2023, attach as an enforceable lien on January 1, 2023 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 2022 property taxes in FY 2024.

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. The most recent increase to the tax levy occurred in 2021. Overall however, the tax levy is only 11% higher than it was in 2008.

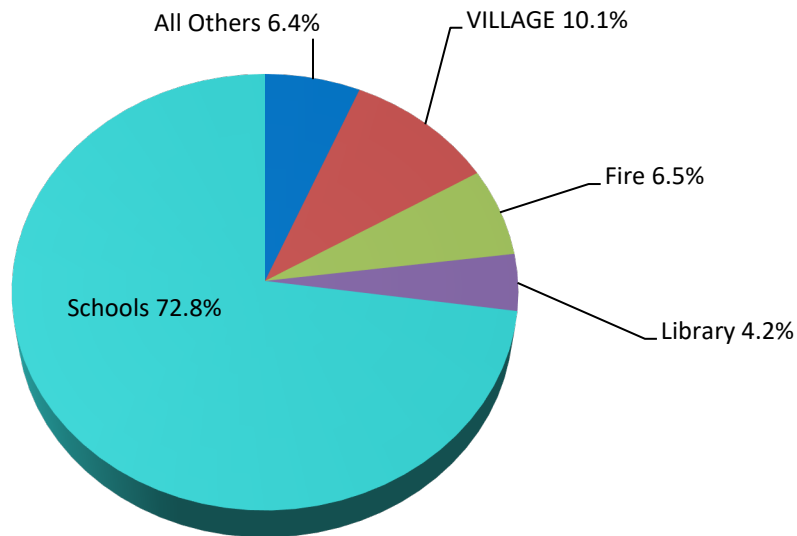
EQUALIZED ASSESSED VALUES



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 water and sewer improvements are funded in part with revenues from the Environmental Fund. 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

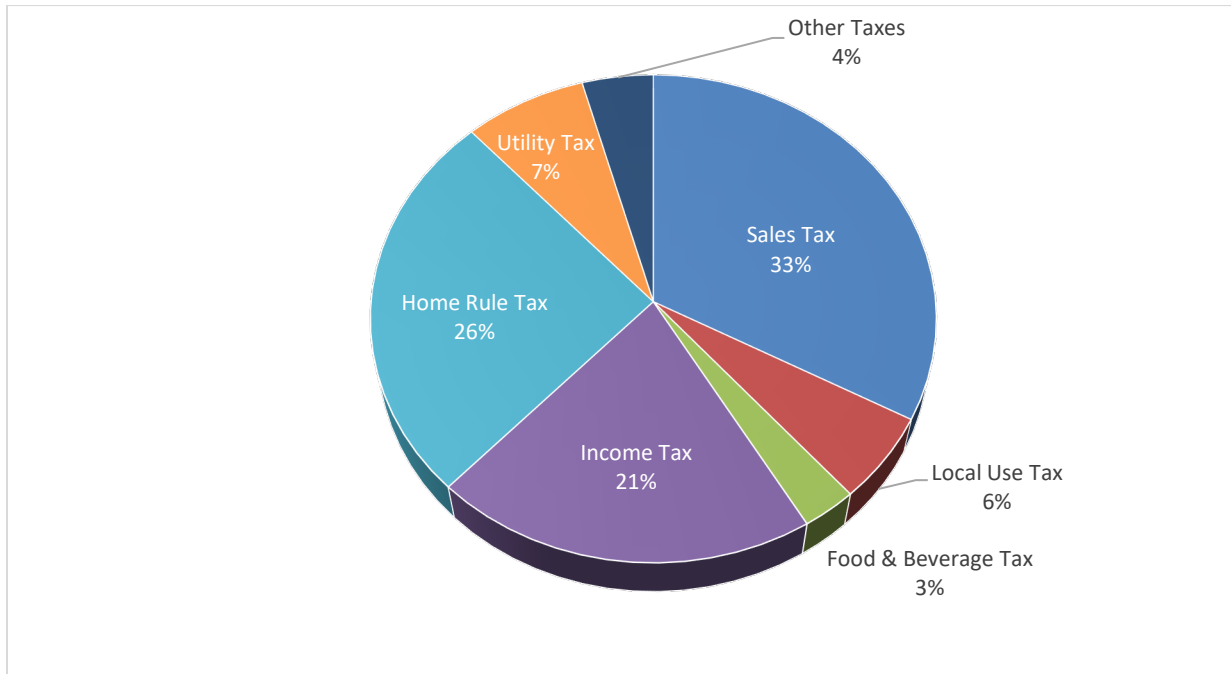


On average, 10.1% of a resident's property tax bill comes to the Village, while the remaining percentage goes to other taxing districts with schools getting the highest percentage. Also, an important distinction of the Village is that there is not a separate park district taxing body; instead the Village operates a recreation department. What this means to residents is that the 10.1% 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 \$23,723,473

2023/24 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, video gaming tax, and the amusement tax. Other taxes represent 30% of the total revenues budgeted for fiscal year 2023/24.

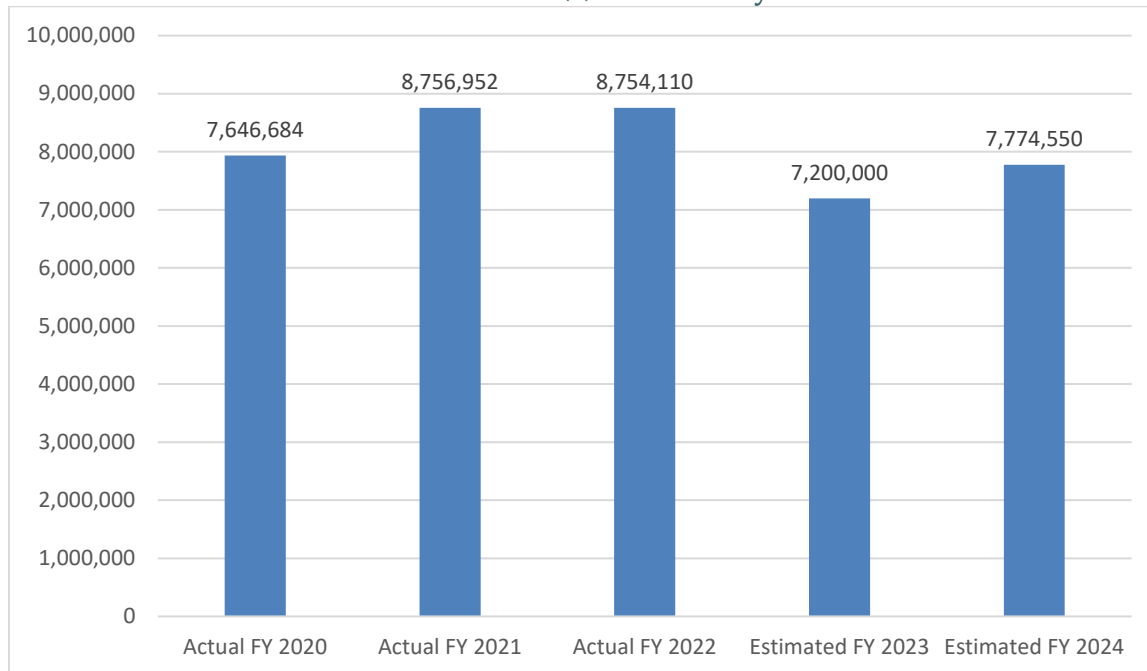
When projecting future revenue, the same approach is taken for this class as with intergovernmental revenue. Significant changes in the economy, such as major growths or downturns, will be reflected in budgeted revenues.

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

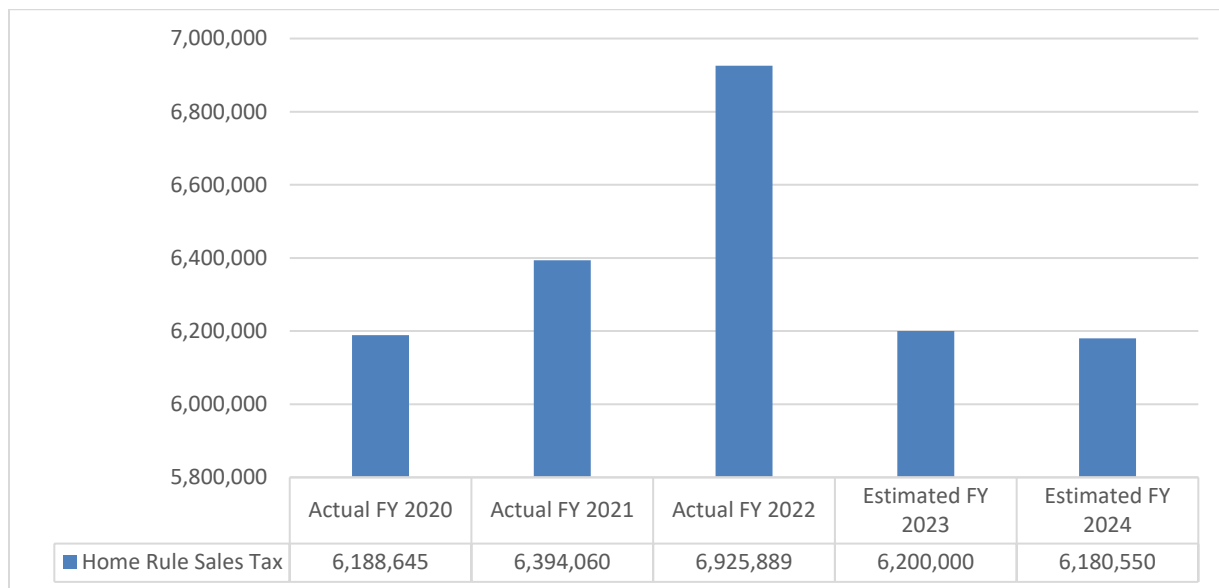


Home Rule Sales Tax:

Another large revenue source within this class is Home Rule Sales Tax, which represents 26.1% 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 2023/24 budget, the Home Rule Sales Tax revenue is allocated only for the General Fund. Transfers will be made to the Infrastructure Fund to finance capital improvements related to streets and other infrastructure uses.

Home Rule Sales Tax Five (5) Year History

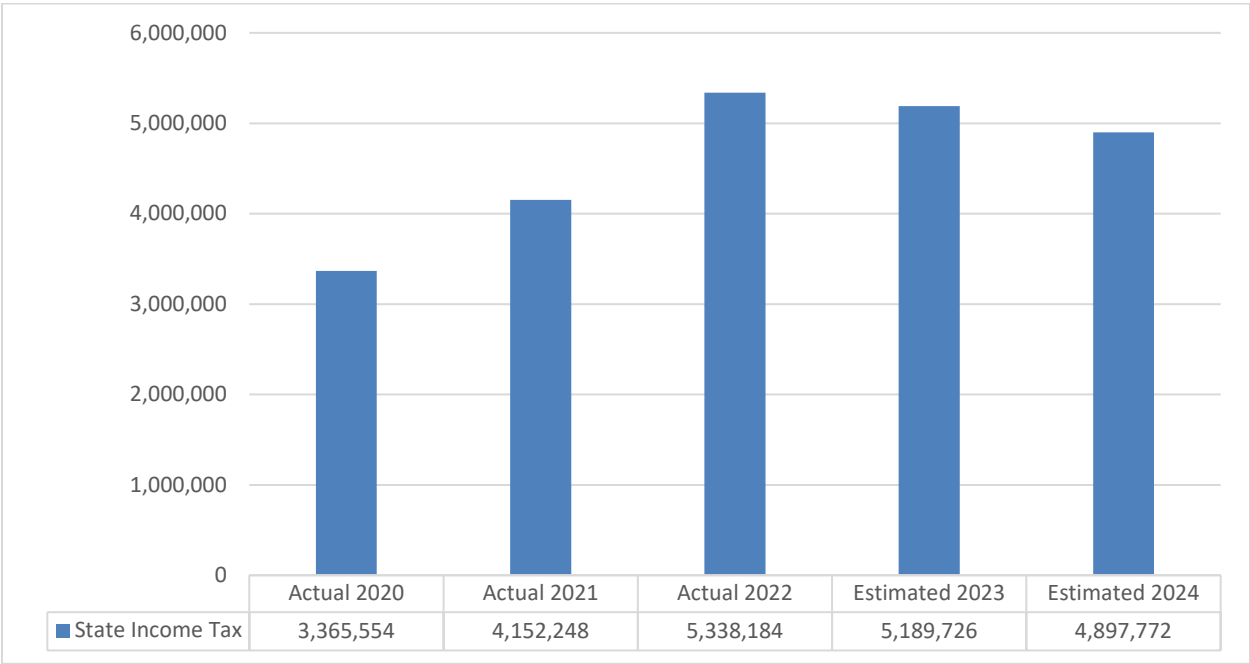


Income Tax:

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.

State income tax receipts are estimated at \$4,897,772 for 2023/24, a decrease of 5.6% from 2022/23. 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 continues to negatively impact the Village’s FY 2023/2024 budget by \$257,778. State income tax revenue is deposited into the General Fund. The chart below depicts income tax revenue for FY 2023/24 and the preceding four years.

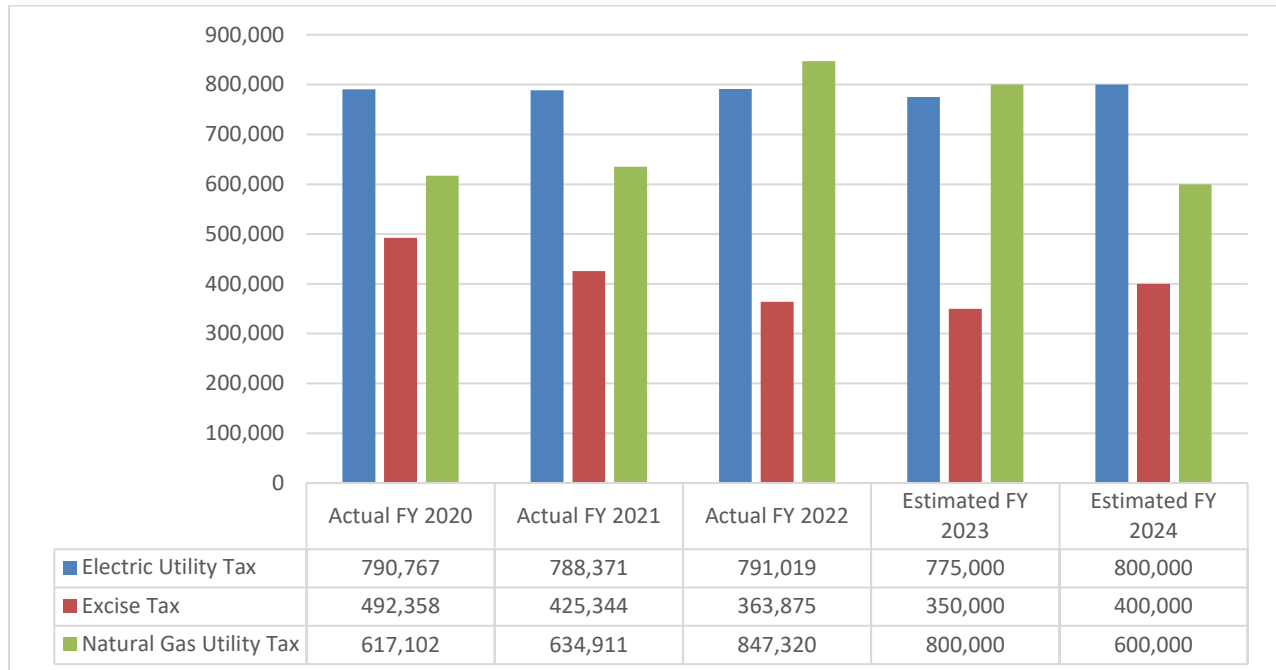
**State Income Tax
Five (5) Year History**



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.

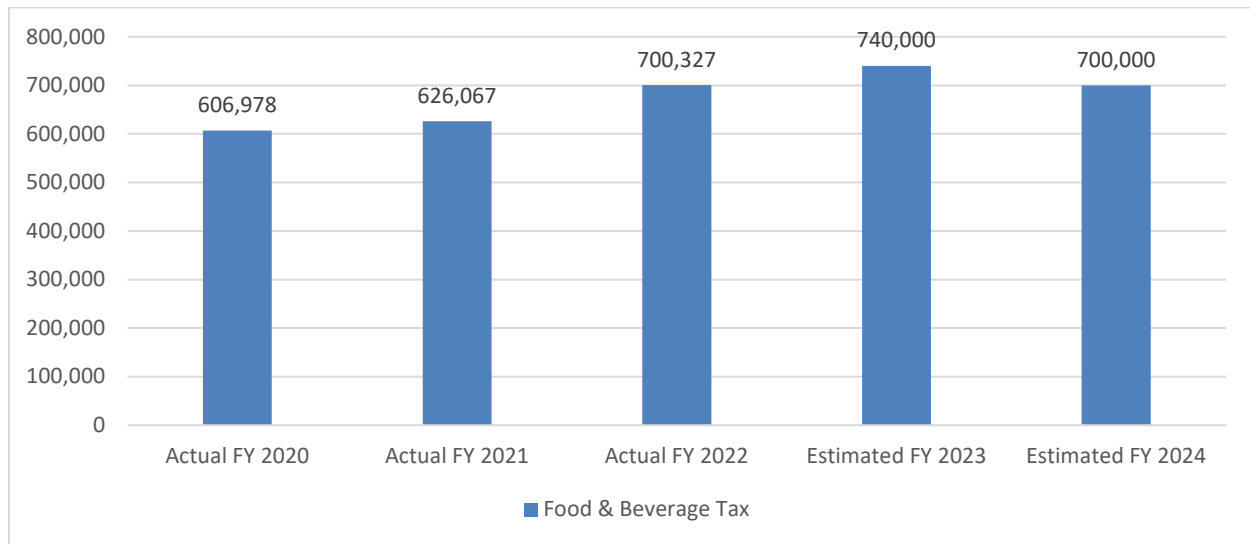
Utility Tax Five (5) Year History



Food & Beverage Tax:

The Village's 1% tax on the purchase of prepared foods and beverages is expected to generate a total of \$700,000 in 2023/24. The Food & Beverage Tax was introduced in July of 2010 to bring in additional revenue to supplement the decline in sales and home rule sales tax revenue.

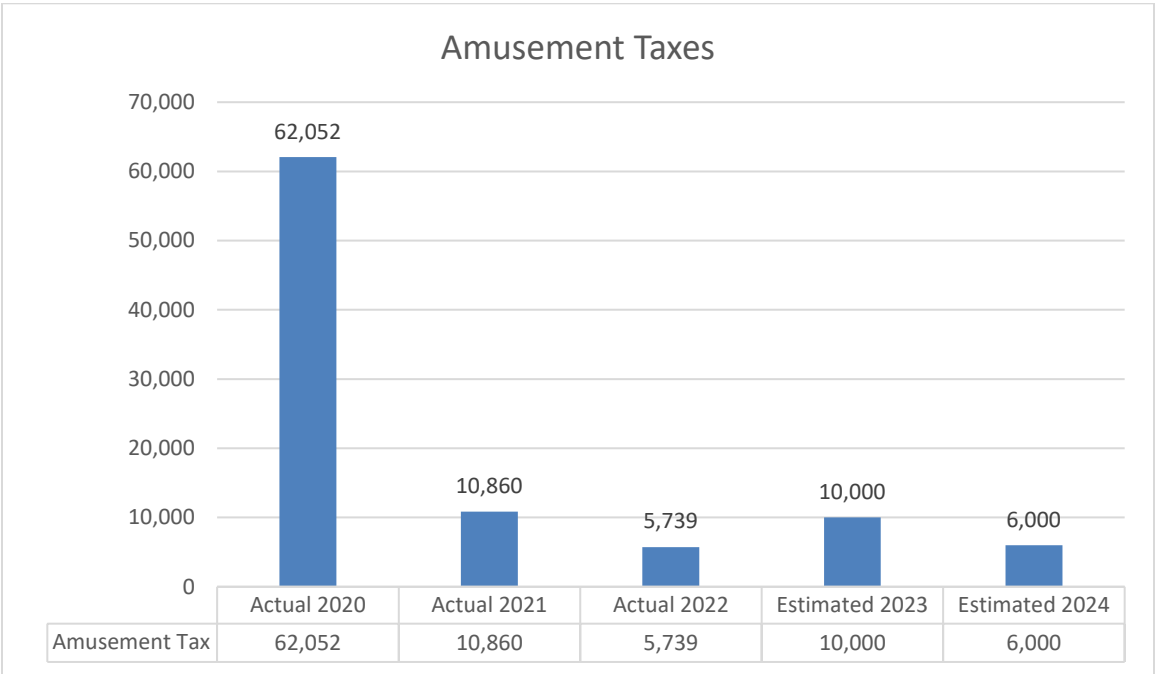
Food & Beverage Tax Five (5) Year History



Amusement Tax:

Up until April 2020, amusement tax revenues included the off track betting facility that opened in April of 2012. When the Statewide stay at home order was put in place, the business closed its doors. The current taxing structure is 10% of total reported revenue if a cover fee is charged, and 1% of total reported revenue if no cover is charged. The tax is only applicable when the business has a valid Liquor License.

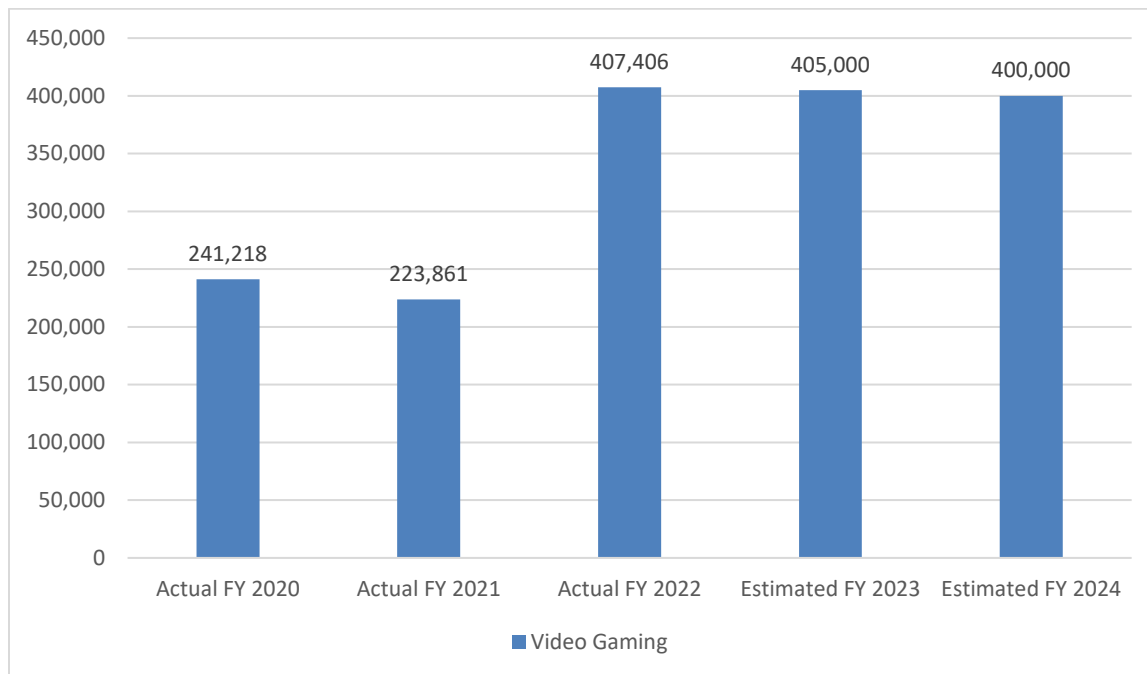
Amusement Tax Five (5) Year History



Video Gaming Tax:

Since being established in 2013, there has been impressive revenue growth in Video Gaming Taxes. At present, there are 17 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

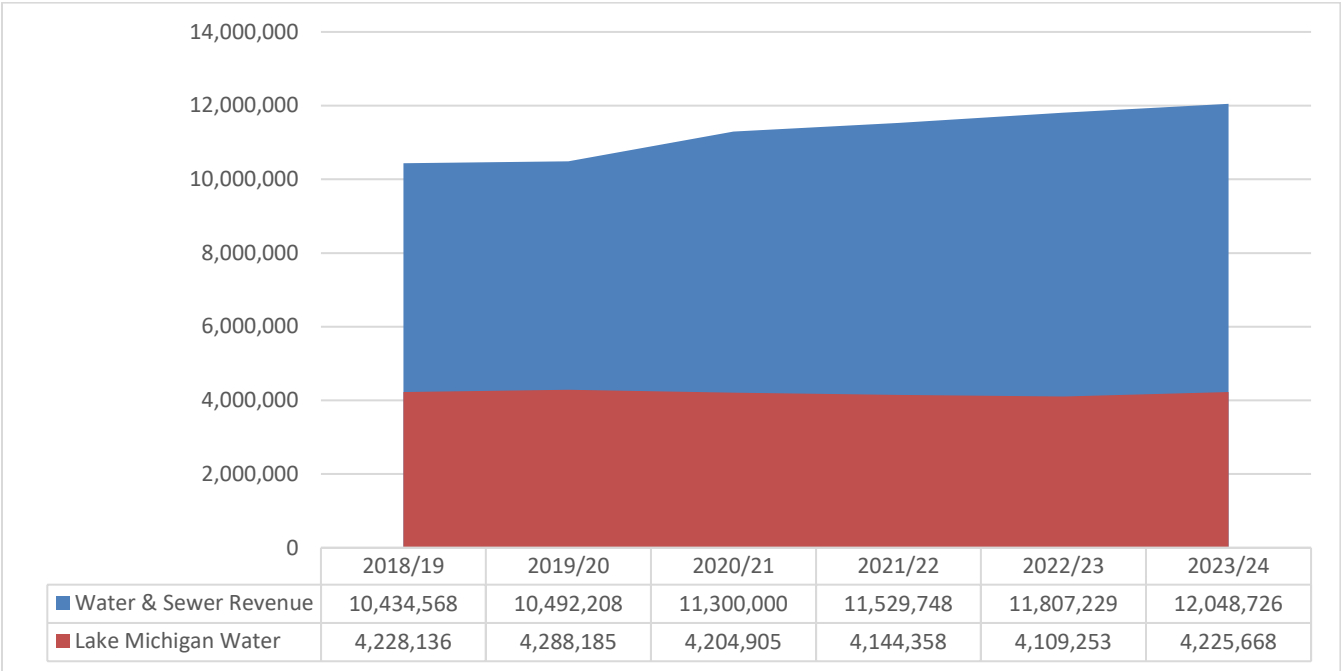
Fiscal Year	Total Budget	Total Revenue Received	% Collected
2013/14	\$13,428,713	\$13,109,208	97.6%
2014/15	\$13,389,208	\$13,487,337	100.7%
2015/16	\$13,871,320	\$13,936,570	100.5%
2016/17	\$14,439,713	\$14,539,134	99.7%
2017/18	\$14,780,991	\$14,502,221	98.1%
2018/19	\$14,748,428	\$14,573,994	98.8%
2019/20	\$14,715,598	\$14,840,306	100.8%
2020/21	\$13,902,037	\$13,823,793	99.4%
2021/22	\$14,965,794	\$13,607,989	90.9%
2022/23	\$15,202,716		
2023/24	\$15,657,849		

Revenue from charges for services, or user fees, is estimated at \$15.66 million for 2023/24, an increase of 3.0% over 2022/23. The more significant user fees are water and sewer charges, golf course revenues, park and recreation services, cable television franchise fees, satellite courtroom rental and water tower rental fees.

Water and Sewer Charges:

A total of \$12.05 million is expected to be generated from water and sewer consumption charges in 2023/24, an increase of 2.6% 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 97% 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
2021 Rates	\$4.97
2022 Rates	\$4.97
2023 Rates	\$5.18
2024 Rates	\$5.39

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.

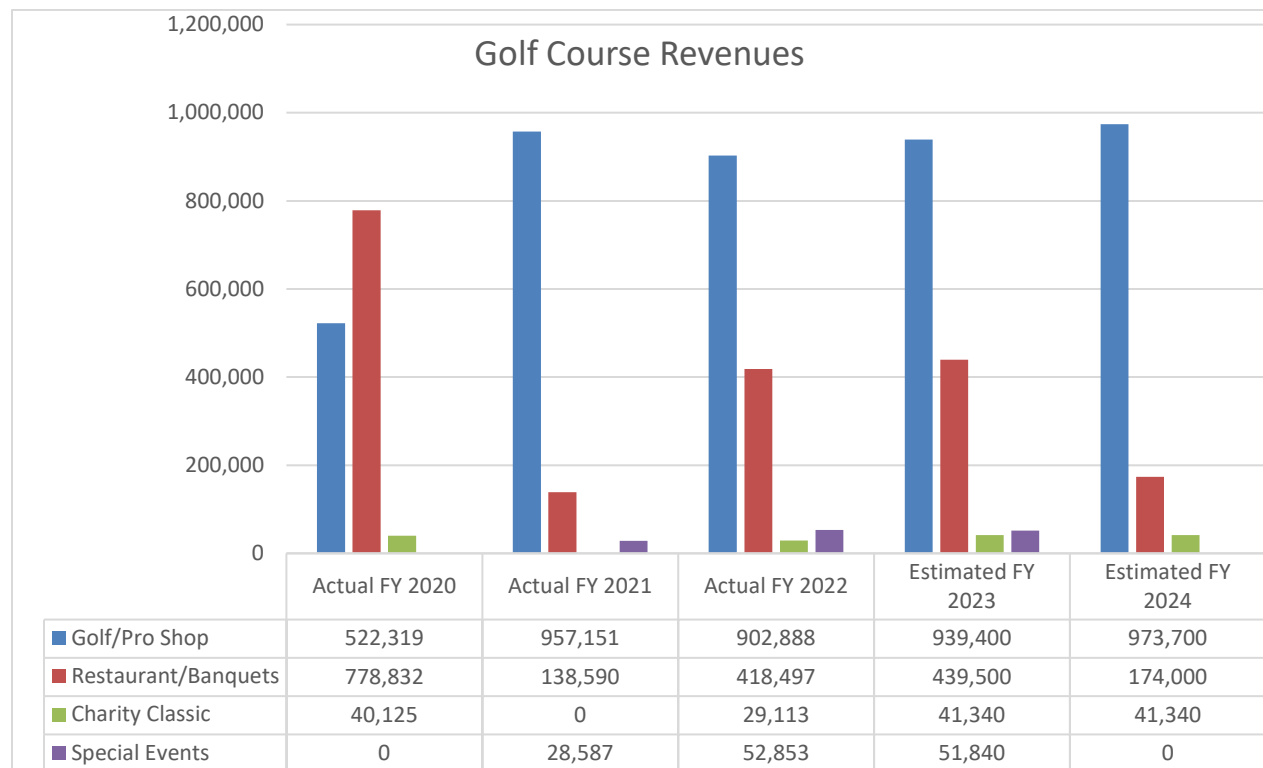
In 2019, a committee comprised of 2 Elected Officials, Village Administration, Public Works, Administrative Services, Finance and outside Engineering staff held several meetings focusing on the task of developing a utility rate structure that will allow the Village to move forward with 2 important projects (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 General Obligation Bond and Illinois Environmental Protection Agency 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. In 2022, the Village engaged Trotter & Associates to update the water and sewer rate study. Recommendations are expected to be brought forward in the second quarter of 2023.

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 four (4) segments; Golf & Pro Shop, Restaurants & Banquets, Special Events and the Charity Classic Event. The Golf Course revenue is very sensitive to the weather patterns as well as a general decline in the game 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. In FY 2019/20, the two separate funds were reunited and will be reported as a subset of the General Fund going forward. Starting in April 2023, all Banquet operations were turned over to a professional catering firm, which explains the sharp decline in FY 2024 estimated revenues.

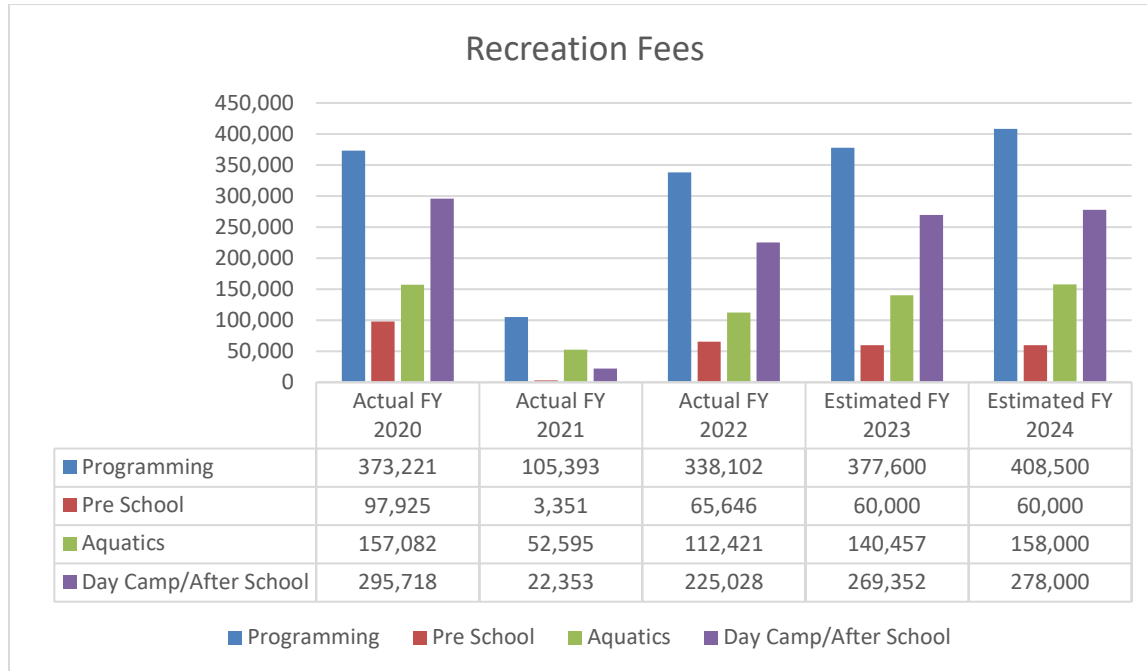


Rounds Played

Actual 2020	Actual 2021	Actual 2022	Estimated 2023	Estimated 2024
25,511	21,047	20,027	25,000	25,000

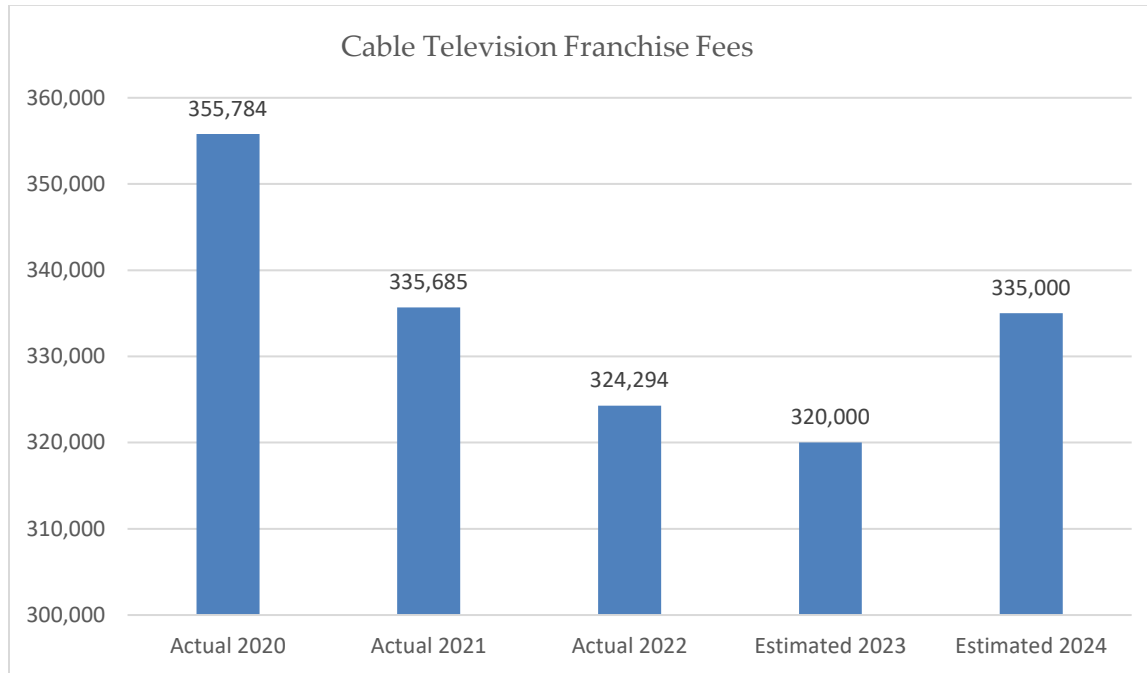
Parks and Recreation:

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:

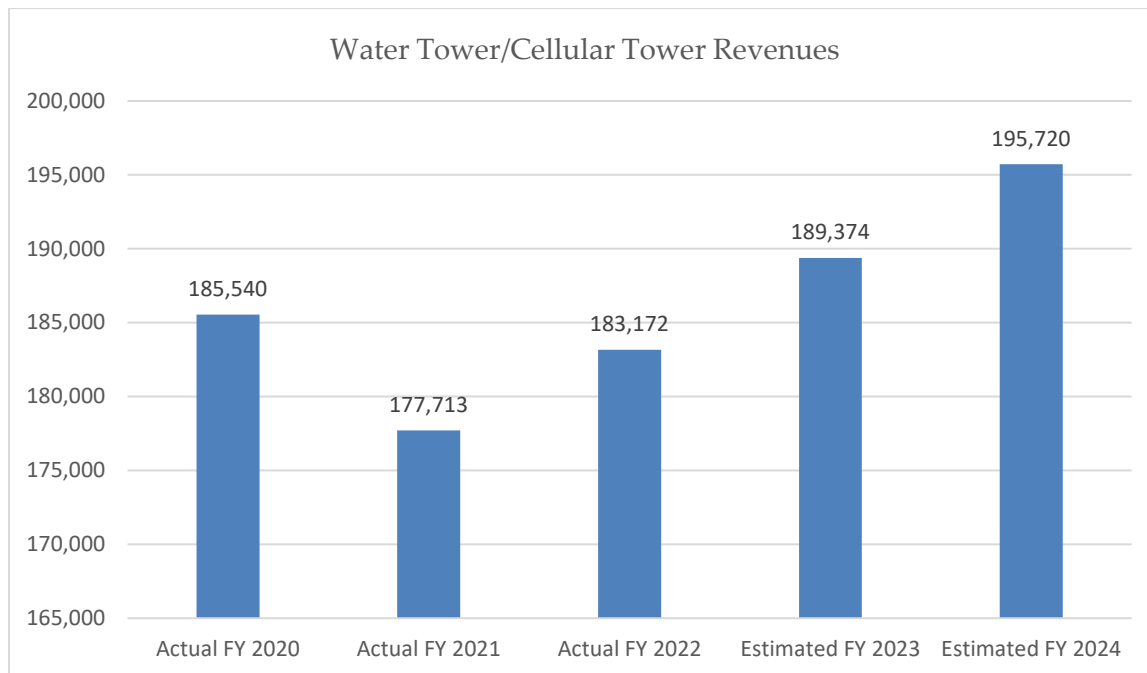
Revenue from cable television franchise fees is estimated at \$335,000 for 2023/24. Revenues remain mostly stagnant due to the availability of streaming video services.



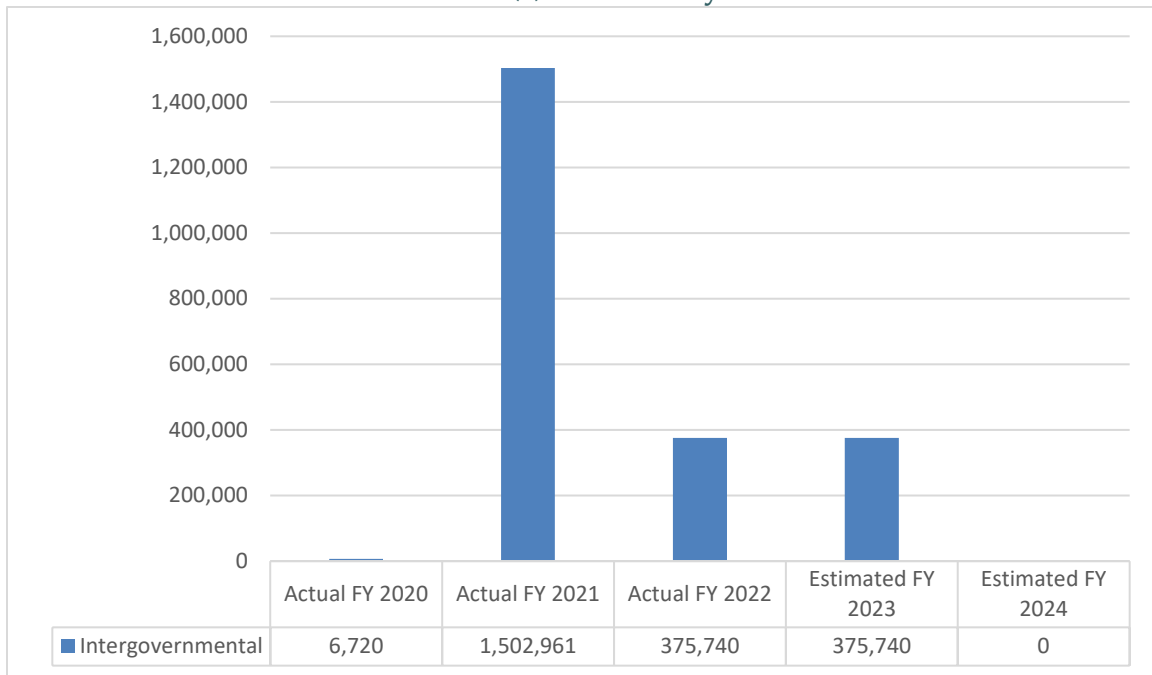
Water Tower/Cellular Tower Rental:

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 \$113,035 for the Village in Fiscal Year 2023/24. 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 various cellular providers. A Communication Easement Agreement was signed in late July 2019 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 \$58,185 in Fiscal Year 2023/24 from this cellular tower.



Intergovernmental Revenues Five (5) Year History



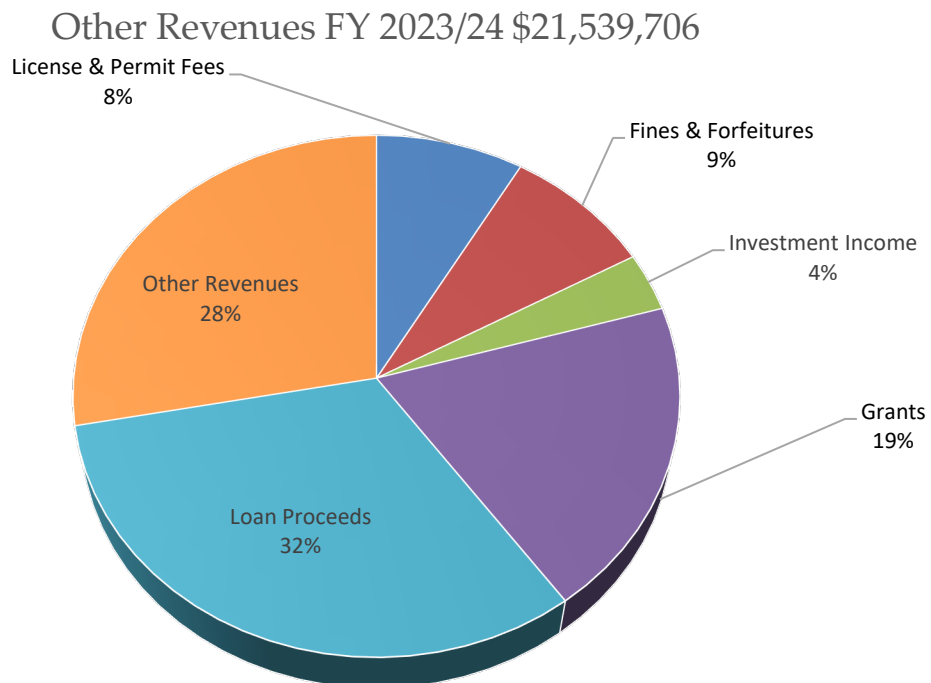
The intergovernmental revenue class includes a special and limited distribution of State Build Illinois Bond Proceeds, which was initiated in FY 2021, concluding in FY 2023.

Federal/State/Local Grants

FY 2024 Budgeted Grants	Amount
US DOJ BVP	\$3,800
DUMEG Fair Share	\$22,500
ILEAS Training	\$5,500
IDOT Traffic	\$14,995
NEDFYS	\$120,000
MFT	\$1,409,648
IEPA Stormwater	\$619,384
DuPage Stormwater	\$100,000
DCEO Senior Center	\$450,000
U.S. Forestry Division-Tree Inventory	\$25,000
DuPage County - ARPA	\$252,000
DCEO Sludge Conveyance System	\$350,000
DCEO Bar Screen Rehabilitation	\$185,000
DCEO Community Garden	\$22,500
CDBG-Water Infrastructure	\$600,000
IEPA-Digester Rehabilitation	\$515,000
IEPA-Phosphorous	\$4,000,000
IEPA-Water Supply Facilities	\$2,400,000
ARPA-Water and Sewer Infrastructure	\$2,690,000

MAJOR REVENUE SOURCES-OTHER REVENUE SOURCES

Fiscal Year	Total Budget	Total Revenue Received	% Collected
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	\$12,240,905	119.1%
2020/21	\$13,310,370	\$16,220,346	121.9%
2021/22	\$16,242,591	\$11,088,780	68.3%
2022/23	\$22,308,678		
2023/24	\$21,539,706		



LICENSES AND PERMITS

License and permit revenue projected for FY 2023/24 is \$1,813,334, a 1.3% increase from the 2022/23 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 and property renovations being completed during FY 2023/24, and continued collection enforcement of single and multi-family rental licenses. A comprehensive permit fee analysis is being undertaken by Community Development staff, the results and recommendations of which are expected this fall.

FINES AND FORFEITURES

Total revenue from fines is estimated at \$1,843,500 for FY 2023/24, representing an increase of 36.7% from the 2022/23 budget. The Village implemented a red light camera enforcement program starting in January, 2018, and changed service providers later that same year, and then changed again in 2020. 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. The Village also anticipates deploying a second overweight truck enforcement unit in 2023.

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 experienced modest growth, and similar expectations are estimated for 2022/23 and 2023/24 as interest rates (particularly short term) increased as a result of Federal Reserve actions.

OTHER 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 School Resource Officers, Donations, various grants, and other miscellaneous revenue. Miscellaneous revenue are estimated at \$6,009,645 in fiscal year 2023/24, a decrease of 55.9% from 2022/23. Primary drivers explaining the significant changes from last year are the result of IEPA loan proceeds for projects at the Waste Water Treatment Plant, and American Rescue Plan Act (ARPA) funds.

Operating Transfers:

Revenues classified as operating transfers from other funds total \$8,285,149 in the fiscal year 2023/24 budget, which is an increase of 7.7% 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		6,816,022	-6,816,022
Leisure Services Fund	1,770,697	25,000	1,745,697
E.S.D.A. Fund		332	-332
Handicap Recreation Fund		54,000	-54,000
Park Development Fund		71,000	-71,000
Infrastructure Fund	3,604,000		3,604,000
Computer Replacement Fund	63,302		63,302
Capital Projects Fund	733,500		733,500
Debt Service Fund	1,991,397		1,991,397
Environmental Services Fund	367,000	1,318,795	-951,795
Insurance Fund	555,253		555,253
Total Transfers	8,285,149	8,285,149	0



ANNUAL BUDGET

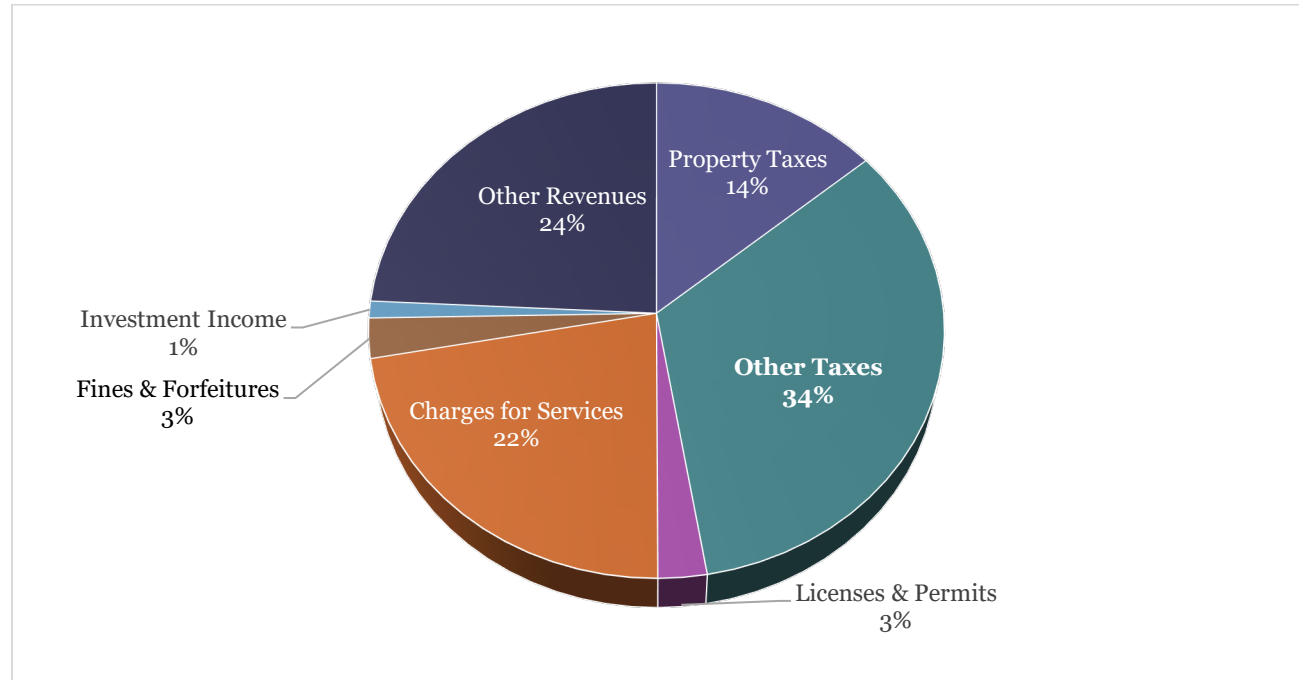
REVENUE & EXPENDITURES

ALL FUNDS

FUND	2021/22 ACTUAL	2022/23 BUDGET	2023/24 BUDGET
REVENUES	66,734,032	79,351,681	78,954,863
General Fund	35,387,904	32,705,682	35,005,750
Special Revenue Funds	11,020,585	13,691,742	12,617,283
Debt Service Fund	3,171,539	3,172,168	3,015,447
Capital Projects Funds	615,532	2,214,802	1,269,302
Enterprise Funds	13,710,048	22,374,122	21,688,663
Internal Service Fund	1,041,814	790,000	955,253
Trust Fund	1,786,610	4,403,165	4,403,165
EXPENDITURES	58,496,483	93,950,941	78,396,697
General Fund	28,899,143	33,896,134	35,005,750
Special Revenue Funds	9,010,418	16,093,342	13,419,984
Debt Service Fund	3,113,898	3,132,000	3,015,477
Capital Projects Funds	1,925,104	3,328,208	1,678,826
Enterprise Funds	10,826,465	32,948,384	20,664,011
Internal Service Fund	988,329	894,974	954,750
Trust Fund	3,733,126	3,657,899	3,657,899
Net Revenues			
Over (Under) Expenditures	8,237,549	(14,599,260)	558,166

REVENUE SUMMARY FUNDING BY SOURCE-FY 2023/24

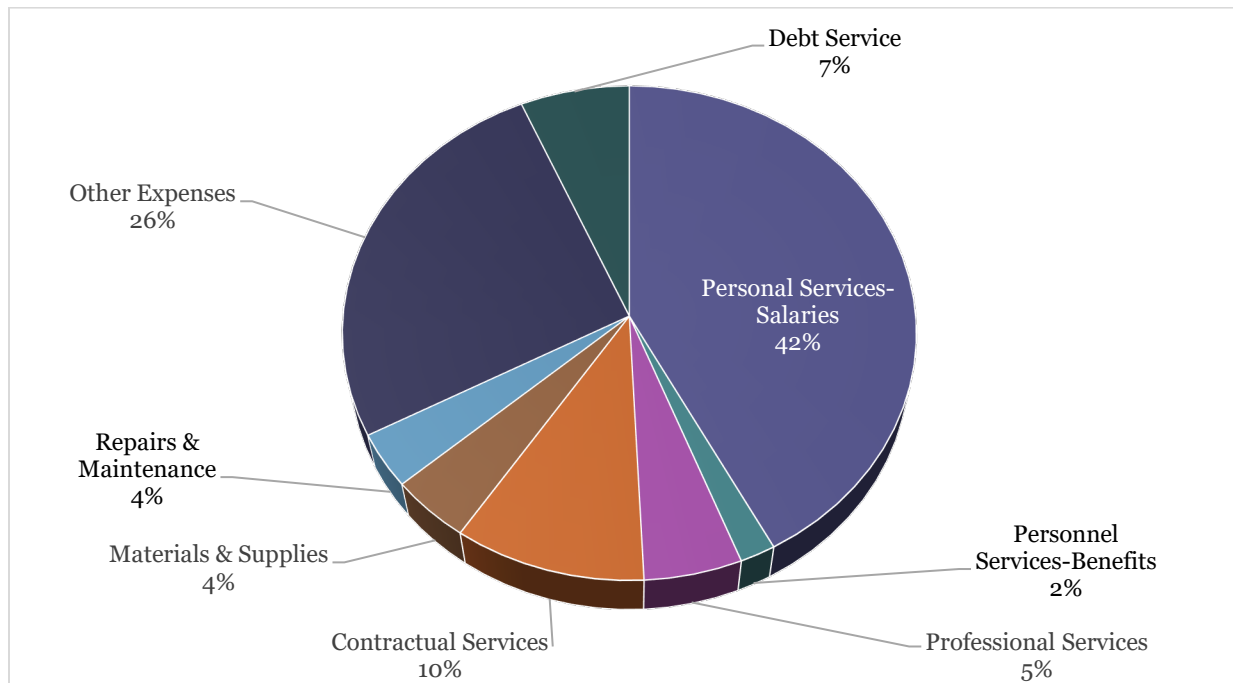
ALL FUNDS



	2021/22 ACTUAL	2022/23 BUDGET	2023/24 BUDGET
Property Taxes	10,013,979	9,504,386	9,748,686
Other Taxes	26,956,517	24,265,719	23,723,473
Licenses and Permits	1,777,567	1,790,320	1,813,334
Intergovernmental	375,740	375,740	0
Charges For Services	13,607,989	15,202,716	15,657,849
Fines And Forfeitures	1,372,412	1,348,500	1,843,500
Investment Earnings	2,422,790	748,600	777,900
Miscellaneous Revenues	5,516,011	18,421,258	17,104,972
Total Operating Revenues	62,043,005	71,657,239	70,669,714
Operating Transfers	4,691,026	7,694,442	8,285,149
Net Revenues and Transfers	66,734,031	79,351,681	78,954,863

EXPENDITURE SUMMARY FUNDING BY CLASS-FY 2023/24

ALL FUNDS



	2021/22 ACTUAL	2022/23 BUDGET	2023/24 BUDGET
Personnel Services-Salaries	17,099,813	17,714,822	19,321,485
Personnel Services-Benefits	8,726,381	9,794,653	8,661,448
Professional Services	1,294,294	4,664,284	2,381,546
Contractual Services	3,067,491	3,587,060	4,653,873
Materials & Supplies	1,360,978	1,868,725	1,966,929
Repairs & Maintenance	796,543	1,883,825	1,625,864
Other Expenses	11,566,435	11,888,181	12,008,572
Debt Service	3,112,100	3,130,100	3,012,877
Depreciation & Amortization	1,473,320	0	0
Total Operating Expenses	48,497,355	54,531,650	53,632,594
Capital Outlay	5,308,100	31,724,849	16,478,954
Operating Transfers	4,691,026	7,694,442	8,285,149
Net Expenditures & Transfers	58,496,481	93,950,941	78,396,697



ANNUAL BUDGET

REVENUE AND EXPENDITURE SUMMARY GENERAL FUND

	2021/22 ACTUAL	2022/23 BUDGET	2023/24 BUDGET
REVENUES	35,387,904	32,705,682	35,005,750
Taxes	30,254,286	27,695,575	29,461,330
Licenses & Permits	1,771,962	1,776,750	1,799,300
Charges for Services	644,072	774,365	1,062,638
Fines & Forfeitures	1,371,902	1,348,500	1,843,500
Investment Income	30,093	180,000	160,000
Other Revenues	1,305,589	930,492	678,982
Operating Transfers	10,000	0	0
 EXPENDITURES	 28,899,143	 33,896,134	 35,005,750
General Government	10,466,604	11,336,045	6,268,480
Public Safety	9,548,464	9,498,583	14,757,703
Community Development	1,377,036	1,581,404	2,399,007
Public Works	2,238,418	3,061,415	2,927,565
Parks, Grounds & Facilities	1,254,200	1,312,593	1,545,779
Legislative	299,741	338,874	291,194
Operating Transfers	3,714,680	6,767,220	6,816,022
 NET REVENUES OVER (UNDER) EXPENDITURES	 6,488,761	 (1,190,452)	 0



ANNUAL BUDGET

GENERAL FUND REVENUE DETAIL

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
I.M.R.F.					900,000.00
POLICE PROTECTION	217,795.97		444,307.00		553,478.00
POLICE PENSION	3,211,468.46		3,368,549.00		3,247,379.00
PLAYGROUND & RECREATION					1,170,000.00
MUNICIPAL SALES TAX	8,754,110.42		7,200,000.00		7,774,550.00
LOCAL USE TAX	1,304,350.57		1,337,100.00		1,360,216.00
AUTO RENTAL TAX	15,507.64		10,500.00		12,000.00
FOOD & BEVERAGE TAX	700,327.43		740,000.00		700,000.00
AMUSEMENT TAX	5,739.01		10,000.00		6,000.00
VIDEO GAMING TAX	407,406.27		405,000.00		400,000.00
PERS. PROP.REPLACEMENT TX	116,959.32		114,000.00		51,000.00
REAL ESTATE TRANSFER TAX	1,195,832.90		630,000.00		350,000.00
STATE INCOME TAX	5,338,183.57		5,189,726.00		4,897,772.00
CANNABIS EXCISE TAX	53,639.19		64,693.00		59,385.00
HOME RULE TAX	6,925,889.21		6,200,000.00		6,180,550.00
ELECTRICITY	791,019.14		775,000.00		800,000.00
NATURAL GAS	847,319.74		850,000.00		600,000.00
SIMPLIFIED TELECOMM. TAX	363,874.82		350,000.00		400,000.00
UTILITY TAX REBATE PGM	-14,025.00		-21,000.00		-21,000.00
HOTEL TAX	18,887.68		27,700.00		20,000.00
VEHICLE LICENSE	265,001.08		275,000.00		280,000.00
BUILDING PERMITS	624,990.50		520,000.00		600,000.00
GARAGE SALE	2,290.00		3,500.00		3,500.00
BUSINESS LICENSE	83,245.00		73,800.00		75,000.00
SCAVENGER LICENSE	10,000.00		9,000.00		10,000.00
VENDING MACHINES LICENSE	16,824.50		17,950.00		16,000.00
CONTRACTORS LICENSE	41,500.00		38,000.00		35,000.00
LIQUOR LICENSE	138,722.78		157,000.00		160,000.00
TOBACCO DEALERS LICENSE	4,400.00		4,800.00		5,000.00
MULTI-FAMILY RENTAL LIC.	149,795.00		242,750.00		178,750.00
ANIMAL LICENSE	2,215.00		4,000.00		4,000.00
SINGLE FAMILY RENTAL LIC	377,347.75		351,800.00		359,300.00
ENTERTAINMENT PERMIT	2,250.00		2,250.00		2,250.00
VAC.BLDG.REGISTRY	9,520.00		7,400.00		7,500.00



ANNUAL BUDGET

VIDEO GAMING LICENSE	38,000.00		56,500.00		60,000.00
UTILITY PERMITS - R.O.W.	3,600.00		3,000.00		3,000.00
OVERWEIGHT FEES	2,260.00		10,000.00		
COURTROOM RENTAL	72,340.15		68,423.00		73,088.00
TOWER RENTAL	22,512.60		24,500.00		24,500.00
CABLE TV FRANCHISE FEE	324,293.95		320,000.00		335,000.00
RE-INSPECTION FEE	5,947.00		27,000.00		5,000.00
PUBLIC HEARING FEE	10,000.00		9,500.00		5,000.00
FALSE ALARM FEE	6,200.00		5,500.00		5,500.00
PLAN REVIEW FEE	25.00				
POLICE ACCIDENT REPORT	4,567.35		4,500.00		4,500.00
POLICE OFFICER DETAIL	11,485.47		18,000.00		18,000.00
FINGER PRINTING FEE	1,020.00		1,500.00		1,500.00
ANIMAL IMPOUND FEE	400.00		1,000.00		1,000.00
BASSETT LIQUOR TRAINING	175.00		250.00		250.00
WORKING W/O PERMIT	34,546.00		40,000.00		30,000.00
REAL ESTATE INSP.PROGRAM	92,880.00		155,000.00		60,000.00
INSPECTION REVIEWS					426,000.00
COUNTY RIGHT OF WAY FEE	7,920.00		13,342.00		17,500.00
PARKS USAGE FEES	36,418.52		55,000.00		55,000.00
ZONING VERIFICATION FEES	1,900.00		1,000.00		800.00
OTHER	1,307.34				
LOCAL DUI PROSECUTION	16,633.35		10,000.00		
PARKING TICKETS	161,645.16		160,000.00		250,000.00
COMPLIANCE TICKETS	76,698.15		70,000.00		65,000.00
COURT FINES	238,402.82		500,000.00		750,000.00
TOBACCO FINES	150.00		500.00		500.00
RED LIGHT CAMERA	853,842.54		580,000.00		750,000.00
LOCAL ORDINANCE VIOLATION	18,148.50		25,000.00		25,000.00
PD-OTHER REVENUES	6,381.51		3,000.00		3,000.00
INTEREST INCOME	30,092.84		180,000.00		160,000.00
FEDERAL	51,311.49		106,795.00		71,795.00
LOCAL	112,457.87		113,000.00		120,000.00
OFS-SURPLUS/TRADE-IN	15,061.97		5,000.00		
TOWING & IMPOUND CHARGES	97,487.21		100,000.00		100,000.00
BOOT FEE	200.00		1,000.00		1,000.00
LATE FEES RENTAL LICENSES	75,675.00		30,000.00		30,000.00
50/50 CURB-CUT PROGRAM	3,232.50		4,000.00		4,000.00
PARKWAY TREE REPLACEMENTS			100.00		100.00



ANNUAL BUDGET

SCHOOL RESOURCE OFFICER	237,240.67		219,037.00		219,037.00
PARK MEMORIALS	2,200.00		100.00		100.00
CASH (OVER) & SHORT	-2,242.71				
(GAIN) & LOSS INVESTMENTS	-55,159.71				
OTHER REVENUE	65,037.92		67,000.00		75,000.00
PY ADJUSTMENT	18,213.35				
TRANSFER FROM TIF 03	10,000.00				
SPECIAL EVENT REVENUES	3,889.00		7,500.00		
CAR SHOW	6,244.50		6,500.00		
SPECIAL EVENT REVS-OTHER			8,350.00		
FAMIL HEALTH&SAFTY FAIR			7,500.00		
OTHER REVENUE			50.00		50.00
PY ADJUSTMENT	1,330.00				
CASH (OVER) & SHORT	249.50				
SENIOR PROGRAM	8,741.00		9,000.00		
SENIOR BUS	651.00		2,800.00		
FACILITY RENTAL	43,585.00		55,000.00		
SALON SERVICES	30,465.00		32,000.00		
SPONSORSHIP	500.00		800.00		
FITNESS MEMBERSHIPS	4,699.00		5,500.00		
GENERAL MEMBERSHIPS	4,605.00		4,000.00		
BEVERAGES SOLD REVENUE	7,256.68		8,000.00		
SC-OTHER RENTAL FEES	435.00		750.00		
SC-WAITSTAFF SERVICES	1,600.00		1,500.00		
SENIOR HOLIDAY LUNCHEON	1,572.00		2,300.00		
SENIOR TRIP REVENUES			60,000.00		
SNACKS/COFFEE	302.54		500.00		
FACILITY SET UP FEES	2,335.00		2,400.00		
OTHER REVENUE	1,690.35				
DONATIONS	4,074.40				
GIFT SHOP REVENUE	1,650.15		1,000.00		
GREEN TEAM REV	1,000.00				
OFS-LEASES	65,861.07				
OFS-SURPLUS/TRADE-IN	16,600.00				
MISC RECEIPTS	3,930.73				
OFS-LEASES	265,300.80				
PULL TAB TAX	673.54		4,000.00		4,000.00
D.U.I.	18,772.02		27,000.00		27,000.00
COURT DRUG FINES	1,130.38		1,400.00		900.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

SEX OFFENDER REGIST FUND	3,950.00		3,000.00		3,000.00
STATE-TOBACCO GRANTS	1,375.00		5,000.00		5,000.00
SUPERVISION FINES	685.56		3,500.00		3,500.00
ELECTRONIC CITATION FEES	3,247.47		3,500.00		3,500.00
EVIDENCE SEIZED CASH	21,594.07				
STATE FORFEITURES FUND	14,322.00				
FEDERAL FORFEITURES FUND	33,962.24				
DARE ACCOUNT	5,000.00				
COMMUNITY ORIENTED POLICE	13,298.21		10,000.00		5,000.00
GUN RANGE	6,000.00		6,000.00		6,000.00
OFS-LEASES	71,589.01				
OFS-SURPLUS/TRADE-IN	9,200.00		35,000.00		
OFS-SURPLUS/TRADE-IN	600.00		460.00		
OFS-SURPLUS/TRADE-IN	11,040.00				



ANNUAL BUDGET

EXPENDITURE SUMMARY BY DEPARTMENT GENERAL FUND

Program	2021/22 ACTUAL	2022/23 BUDGET	2023/24 BUDGET
Legislative	301,697	338,874	291,194
Village Board	219,709	205,255	243,989
Village Clerk	14,614	17,804	17,119
Police Commission	26,642	29,315	21,650
Plan Commission	1,521	2,681	2,681
Special Events Commission	30,639	73,850	0
Youth Commission	1,756	1,625	1,625
Historical Building	3,754	8,344	4,130
Emergency	3,062	0	0
General Government	10,464,647	11,336,045	6,268,480
Village Administration	323,771	386,540	552,618
Human Resources	198,678	204,998	256,286
Public Affairs	136,841	196,890	296,936
Senior Services	323,065	422,549	0
Central Services	7,087,583	7,568,336	1,554,470
Information Services	577,030	577,181	654,310
Finance	923,790	905,979	1,382,059
Facilities	893,889	1,073,572	1,571,801
Police Department	9,548,463	9,498,583	14,757,703
Police Administration	1,118,751	983,160	1,426,957
Patrol	5,317,568	5,444,205	9,232,220
Investigations	1,510,162	1,431,243	2,293,034
Support Services	1,469,234	1,580,278	1,735,914
Community Oriented Policing	15,851	14,000	14,611
State & Federal Grants	116,897	45,697	54,967
Public Works	2,238,418	3,061,415	2,927,565
Administration	129,493	132,063	248,679
Engineering	90,736	105,902	139,660



ANNUAL BUDGET

Streets	1,694,351	2,397,411	2,083,529
Fleet Maintenance	323,838	426,039	455,697
Parks & Grounds	1,254,201	1,312,593	1,545,779
Parks	1,178,450	1,205,593	1,368,924
Forestry	75,751	107,000	176,855
Community Development	1,377,036	1,581,404	2,399,007
Administration	767,149	915,653	1,531,533
Inspection Services	609,887	665,751	867,474
General Fund Total Before Operating Transfers	25,184,462	27,128,914	28,189,728
Operating Transfers	3,714,680	6,767,220	6,816,022
Total Expenditures	28,899,142	33,896,134	35,005,750



ANNUAL BUDGET

GENERAL FUND EXPENDITURE DETAIL

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
MISC EXP	1,956.67				
TRANSFER TO-GOLF COURSE	174,996.00		5,272.00		
TRANSFER TO-LEISURE SERVI					1,770,697.00
TRANSFER TO-INFRASTRUCTUR	2,115,000.00		4,084,000.00		3,604,000.00
TRANSFER TO-COMPUTER REP	52,048.00		52,048.00		52,972.00
TRANSFER TO-CAPITAL PROJ	525,536.00		1,779,000.00		608,500.00
TRANSFER TO-DEBT SERVICE	502,100.00		501,900.00		2,600.00
TRANSFER TO-LIABILITY INS	345,000.00		345,000.00		410,253.00
TRANSFER TO-ENVIRONMENTAL					367,000.00
F-TIME & REG.PART-TIME	136,207.97		119,536.00		130,000.00
FICA-EMPLOYER	8,124.28		7,411.00		8,060.00
IMRF-EMPLOYER					6,017.00
MEDICAL-EMPLOYER					20,987.00
TRAVEL FOR MEETING & CONF			100.00		100.00
TRAINING & SEMINARS	2,031.60		7,900.00		7,985.00
MEDICARE-EMPLOYER	1,900.13		1,733.00		1,885.00
SEVERANCE PAY	13,564.81				
PRINTING & BINDING	215.41		250.00		450.00
OFFICE SUPPLIES	908.69		200.00		200.00
UNIFORMS	170.00		500.00		500.00
OPERATING SUPPLIES	5,052.91		6,200.00		6,200.00
MEMBERSHIP DUES	42,357.20		46,055.00		46,055.00
SUBSCRIPTIONS	65.00		120.00		300.00
OTHER COMM. CONTRIBUTION	8,433.00		11,250.00		11,250.00
CIVIC ACTIVITIES	678.43		4,000.00		4,000.00
F-TIME & REG.PART-TIME	10,000.00		10,000.00		10,000.00
FICA-EMPLOYER	622.48		623.00		623.00
TRAINING & SEMINARS			150.00		150.00
MEDICARE-EMPLOYER	145.59		146.00		146.00
PROFESSIONAL-OTHERS	3,625.37		6,000.00		6,000.00
OFFICE SUPPLIES	20.93		50.00		50.00
VARIOUS COMMISSION	200.00		500.00		
MEMBERSHIP DUES			335.00		150.00
TRAINING & SEMINARS			500.00		500.00



ANNUAL BUDGET

PRINTING & BINDING		750.00	750.00
RECRUITING	1,417.53	4,200.00	2,000.00
TESTING	21,282.69	19,000.00	14,000.00
OFFICE SUPPLIES		100.00	100.00
UNIFORMS		300.00	300.00
POLICE COMMISSION	3,566.62	4,000.00	4,000.00
MEMBERSHIP DUES	375.00	465.00	
FICA-EMPLOYER	48.72	86.00	86.00
MEDICARE-EMPLOYER	11.42	20.00	20.00
PLAN COMMISSION	786.30	1,375.00	1,375.00
PLAN COMMISSION	675.00	1,200.00	1,200.00
ENTERTAINMENT-SPL. EVENTS	1,380.00	8,500.00	
CAR SHOW	550.00	600.00	
OTHER PURCHASE-SERVICES	15,000.00		
FAMIL HEALTH&SAFTY FAIR		7,500.00	
SPECIAL EVENT EXPS-OTHER		8,350.00	
CAR SHOW	3,935.38	4,200.00	
OPERATING SUPPLIES	9,773.61	44,700.00	
PRINTING & BINDING	165.62	225.00	225.00
OPERATING SUPPLIES	1,590.29	1,400.00	1,400.00
OTHER PURCHASE-SERVICES	2,499.95	2,563.00	2,600.00
OPERATING SUPPLIES	102.66	323.00	250.00
HISTORICAL BLDG.	1,120.92	5,350.00	250.00
MEMBERSHIP DUES	30.00	30.00	30.00
CIVIC ACTIVITIES		78.00	1,000.00
OPERATING SUPPLIES	1,105.00		
F-TIME & REG.PART-TIME	288,470.11	325,647.00	405,974.00
OVERTIME PAY	0.26		
FICA-EMPLOYER	15,367.28	20,190.00	25,170.00
IMRF-EMPLOYER			30,737.00
MEDICAL-EMPLOYER			53,193.00
TRAINING & SEMINARS	1,147.69	2,500.00	2,500.00
MEDICARE-EMPLOYER	4,039.51	4,721.00	5,886.00
EMPLOYEE RECOGNITION	9,708.62	16,000.00	16,000.00
PRINTING & BINDING	82.32	100.00	100.00
SOFTWARE SUPPORT & MAINT		12,000.00	9,908.00
OFFICE SUPPLIES	460.05	300.00	300.00
GAS & FUEL	619.43	900.00	900.00
OPERATING SUPPLIES	145.78	150.00	150.00



ANNUAL BUDGET

MEMBERSHIP DUES	2,985.83		1,800.00		1,800.00
PRINCIPAL	641.90		1,975.00		
INTEREST	102.10		257.00		
F-TIME & REG.PART-TIME	157,773.10		161,403.00		168,656.00
FICA-EMPLOYER	9,424.88		10,007.00		10,457.00
IMRF-EMPLOYER					13,560.00
MEDICAL-EMPLOYER					27,373.00
TRAVEL FOR MEETING & CONF			350.00		350.00
TRAINING & SEMINARS	169.00		630.00		1,000.00
MEDICARE-EMPLOYER	2,204.16		2,340.00		2,446.00
EMPLOYEE RECOGNITION	3,843.97		2,425.00		4,025.00
PRINTING & BINDING	2,946.56		2,193.00		2,514.00
EMPLOYEE PHYSICAL EXAM	7,814.00		12,000.00		12,000.00
RECRUITING AND TESTING	3,914.63		5,200.00		5,500.00
OTHER PURCHASED SERVICES	4,117.68		6,500.00		6,500.00
OFFICE SUPPLIES	245.43		250.00		250.00
OPERATING SUPPLIES	4,492.56		600.00		600.00
MEMBERSHIP DUES	1,732.00		1,100.00		1,055.00
F-TIME & REG.PART-TIME	80,204.80		82,044.00		153,562.00
FICA-EMPLOYER	4,818.85		5,087.00		9,521.00
IMRF-EMPLOYER					12,346.00
MEDICAL-EMPLOYER					42,314.00
TRAINING & SEMINARS			400.00		500.00
MEDICARE-EMPLOYER	1,126.82		1,190.00		2,227.00
PRINTING & BINDING	30,578.60		70,400.00		44,400.00
SOFTWARE SUPPORT & MAINT	1,143.64		2,961.00		2,041.00
OTHER PURCHASED SERVICES	800.00		2,200.00		2,300.00
POSTAGE	14,130.87		18,300.00		15,300.00
OFFICE SUPPLIES	274.92		3,500.00		400.00
COMPUTER SOFTWARE	719.99		740.00		750.00
OPERATING SUPPLIES	198.43		245.00		250.00
OPERATING EQUIPMENT	1,900.56		3,070.00		4,860.00
OTHER OFFICE EQUIPMENT	943.57		2,800.00		1,000.00
MEMBERSHIP DUES			3,953.00		5,165.00
F-TIME & REG.PART-TIME	220,041.94		236,938.00		
OVERTIME PAY	301.78		100.00		
FICA-EMPLOYER	15,345.89		14,655.00		
TRAVEL FOR MEETING & CONF			100.00		
TRAINING & SEMINARS	174.11		2,750.00		



ANNUAL BUDGET

MEDICARE-EMPLOYER	3,588.88		3,427.00	
EMPLOYEE SEVERANCE PAY	17,664.06			
PRINTING & BINDING	2,216.78		6,800.00	
SOFTWARE SUPPORT & MAINT	1,578.37		2,000.00	
OTHER PURCHASED SERVICES	600.00		2,500.00	
POSTAGE	1,074.77		1,470.00	
UNIFORMS	509.95		550.00	
SPECIAL EVENTS	1,844.78			
GAS & FUEL	1,217.42		2,800.00	
SALON SUPPLIES	3,748.82		3,200.00	
OPERATING SUPPLIES	7,485.99		5,000.00	
OPERATING EQUIPMENT			5,320.00	
LEASES-EQUIPMENTS	2,274.79		2,808.00	
EQUIPMENT R&M	1,694.80		3,570.00	
SENIOR CENTER			3,000.00	
MEMBERSHIP DUES	709.63		800.00	
SUBSCRIPTIONS	376.53		836.00	
OTHER COMM. CONTRIBUTION	15,000.00		15,000.00	
LICENSES	1,667.12		1,353.00	
GIFT SHOP EXPENSE			2,000.00	
BANK FISCAL CHARGES			4,000.00	
ADULT GENERAL PROGRAM	4,765.18		7,280.00	
BANQUET/KITCHEN	679.60		1,000.00	
ADULT GENERAL PROGRAM	65.39		1,000.00	
SPECIAL EVENTS			6,000.00	
BEVERAGE PURCHASES	2,327.59		3,950.00	
WAITSTAFF SERVICES PURCH	12,364.71		17,200.00	
SENIOR HOLIDAY LUNCHEON	3,019.95		3,350.00	
SENIOR TRIPS EXPENSE			60,000.00	
SENIOR HEALTH INS PGM	160.00			
SNACKS	102.36		400.00	
PRINCIPAL	400.33		1,232.00	
INTEREST	63.67		160.00	
UNEMPLOYMENT INSURANCE			15,000.00	15,000.00
MEDICAL-EMPLOYER	2,086,801.72		2,390,375.00	214,300.00
EMPLOYER CONT. P.PENSION	3,706,028.46		4,036,721.00	
SICK DAYS BUY BACK ONLY	217,390.38			
OPT OUT MED INSURANCE	36,416.68		51,380.00	52,000.00
EMPLOYEE SEVERANCE PAY	167,000.00			

FISCAL YEAR 2023/24



ANNUAL BUDGET

HEALTH & WELLNESS PROG.	648.93	850.00	850.00
PROF-LEGAL	282,263.88	375,000.00	375,000.00
PROSECUTORS	101,045.22	94,000.00	100,000.00
ADJUDICATOR	12,000.00	12,000.00	12,000.00
ENGINEERING		1,000.00	1,000.00
OTHER PROFESSIONAL	30,259.66	177,175.00	103,705.00
PRINTING & BINDING	1,395.79	1,700.00	1,700.00
PAYCOM HR/PR			150,000.00
OTHER PURCHASED SERVICES	573.94	16,800.00	18,800.00
POSTAGE	53,561.08	46,035.00	46,035.00
OFFICE SUPPLIES	22,951.56	35,000.00	30,000.00
GREEN INITIATIVE	1,026.97	1,200.00	1,200.00
OPERATING SUPPLIES	12,545.78	14,500.00	11,500.00
TELEPHONE	33,425.49	18,300.00	28,300.00
CELLULAR PHONE	17,767.13	31,900.00	35,700.00
ELECTRICITY	15,151.53	24,000.00	25,000.00
NATURAL GAS	8,518.64	10,000.00	10,000.00
WATER	8,651.77	10,000.00	10,000.00
RENTALS-EQUIPMENTS	13,874.60	14,850.00	13,600.00
OTHER OFFICE EQUIPMENT	13,947.16	1,800.00	1,000.00
MEMORIAL PARK BRICKS	2,867.39		
COLLECTION AGENCY FEE	1,479.38	2,000.00	2,000.00
INTEREST EXPENSE	5,731.88		
BANK FISCAL CHARGES	54,128.05	63,000.00	75,000.00
STATE ADMIN. COLLECT.FEE	105,744.32	122,000.00	99,200.00
MISCELLANEOUS EXPENSE	8,524.25	1,750.00	2,000.00
CAPITAL EQUIPMENT	65,861.07		
F-TIME & REG.PART TIME	386,154.06	491,287.00	521,248.00
OVERTIME PAY	2,349.36	3,500.00	1,100.00
FICA-EMPLOYER	13,904.53	14,882.00	14,882.00
IMRF-EMPLOYER			17,422.00
MEDICAL-EMPLOYER			111,033.00
TUITION REIMBURSEMENT	13,658.65	13,658.00	15,000.00
TRAVEL FOR MEETING & CONF		1,900.00	3,100.00
TRAINING & SEMINARS	53,689.99	62,225.00	71,095.00
MEDICARE - EMPLOYER	5,385.91	7,123.00	7,558.00
POLICE PENSION			162,369.00
EMPLOYEE-SEVERANCE PAY	18,449.25		
PRINTING & BINDING	90.10	380.00	380.00



ANNUAL BUDGET

EMPLOYEES PHYSICAL EXAM		3,500.00	11,000.00
POLYGRAPH TEST		320.00	320.00
NE DUPAGE FAM&YOUTH SVCS	119,025.53	97,000.00	120,000.00
SOFTWARE SUPPORT & MAINT	4,974.59	5,000.00	5,000.00
OTHER PURCHASE-SERVICES	55,278.51	55,000.00	100,700.00
OTHER POLICE GEN.SUPLS.	192.34	200.00	200.00
UNIFORMS	50,111.18	52,500.00	55,500.00
OPERATING SUPPLIES	4,932.55	850.00	21,098.00
OPERATING EQUIPMENT		2,700.00	
VEHICLE LEASE		58,591.00	174,222.00
MEMBERSHIP DUES	8,052.92	7,450.00	6,800.00
SUBSCRIPTIONS	80.00	310.00	310.00
ACCREDITATION (CALEA)	10,094.88	6,345.00	6,220.00
MISCELLANEOUS LICENSES	402.25	400.00	400.00
GENERAL GOVERNMENT	2,861.00		
VEHICLES	292,290.30		
PRINCIPAL	68,182.37	88,501.00	
INTEREST	8,590.76	9,538.00	
F-TIME & REG.PART TIME	4,308,612.22	4,482,540.00	5,070,679.00
HOLIDAY WORKED PAY	116,927.33		
PART TIME OFFICER	8,564.76	20,000.00	20,000.00
DETAIL PAY	9,320.00	16,000.00	10,000.00
OVERTIME PAY	361,617.21	377,322.00	412,822.00
FICA-EMPLOYER	17,009.78	19,470.00	20,283.00
IMRF-EMPLOYER			21,428.00
MEDICAL-EMPLOYER			670,000.00
MEDICARE - EMPLOYER	68,368.45	72,632.00	79,740.00
POLICE PENSION			2,468,008.00
EMPLOYEE-SEVERANCE PAY	32,696.97	29,435.00	
AMMUNITIONS	8,850.40	14,014.00	15,675.00
TARGETS FOR GUN RANGE	673.52	500.00	500.00
K-9	1,819.46	3,000.00	3,000.00
OTHER POLICE GEN.SUPPLIES	58.85		
CAR WASH	2,765.00	4,330.00	5,565.00
OPERATING SUPPLIES	2,412.82	2,550.00	2,730.00
OPERATING EQUIPMENT	17,361.50	140,412.00	128,790.00
POLICE DEPARTMENT	2,439.78	2,000.00	3,000.00
OTHER PURCHASE-SERVICES	358,070.28	260,000.00	300,000.00
F-TIME & REG.PART TIME	1,314,520.40	1,277,505.00	1,324,121.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

HOLIDAY WORKED PAY	3,881.99			
OVERTIME PAY	119,329.40	96,883.00		106,692.00
FICA-EMPLOYER	6,297.03	7,341.00		7,742.00
MEDICAL-EMPLOYER				185,900.00
MEDICARE - EMPLOYER	20,675.69	20,481.00		22,294.00
POLICE PENSION				617,002.00
EMPLOYEE-SEVERANCE PAY	26,576.69			
OTHER PURCHASE-SERVICES	9,829.75	15,385.00		15,385.00
INVESTIGATION-CONTINGENCY	750.00	750.00		750.00
OTHER POLICE GEN.SUPPLIES	6,351.64	8,000.00		8,000.00
LEASES-EQUIPMENTS	408.00	408.00		408.00
MEMBERSHIP DUES	503.28	550.00		550.00
SUBSCRIPTIONS	1,038.00	2,940.00		2,940.00
TOWING EXPENSE		1,000.00		1,250.00
F-TIME & REG.PART-TIME	517,735.54	562,482.00		573,423.00
CROSSING GUARDS	50,417.75	74,700.00		72,930.00
OVERTIME PAY		2,785.00		3,009.00
FICA-EMPLOYER	29,945.70	30,446.00		31,075.00
IMRF-EMPLOYER				36,668.00
MEDICAL-EMPLOYER				68,495.00
MEDICARE - EMPLOYER	8,038.67	9,239.00		9,416.00
PRINTING & BINDING	8,768.44	11,000.00		11,000.00
VETERINARY STRAY ANIMALS	96.00	500.00		750.00
COMPUTER DATA ACCESS	70,963.82	68,410.00		68,410.00
OFFICE SUPPLIES	902.04	1,200.00		1,200.00
OTHER POLICE GEN.SUPPLIES	3,755.72	4,300.00		4,300.00
GAS & FUEL	108,701.84	105,000.00		105,000.00
TELEPHONE	359.40	360.00		360.00
LEASES-EQUIPMENTS	6,630.78	7,716.00		12,000.00
R&M OPERATING EQUIPMENT	44,023.03	46,459.00		46,459.00
ANIMAL IMPOUNDMENT	2,555.00	3,150.00		3,150.00
RODENT TRAPPING	600.00	2,925.00		2,925.00
CONSOLIDATED DISPATCH EXP	615,740.00	649,606.00		685,344.00
OTHER POLICE GEN.SUPPLIES	15,851.47	14,000.00		14,611.00
PULL TAB TAX		2,500.00		2,500.00
D.U.I.	7,031.41	12,000.00		12,000.00
COURT DRUG FINES	3,830.61	500.00		500.00
SEX OFFENDER REGIST FUND	5,240.00	2,500.00		2,500.00
STATE TOBACCO GRANTS	14,871.38	5,000.00		5,000.00



ANNUAL BUDGET

SUPERVISION FINES	13,256.53		3,500.00		3,500.00
ELECTRONIC CITATION FEES			3,000.00		3,000.00
EVIDENCE SEIZED CASH	52,188.44				
FEDERAL FORFEITURE FUND	5,247.62		1,992.00		1,992.00
DARE ACCOUNT			930.00		930.00
COMMUNITY ORIENTED POLICE	9,184.44		7,100.00		5,000.00
GUN RANGE	6,047.00		6,675.00		18,045.00
F-TIME & REG.PART TIME	699,888.89		677,900.00		706,564.00
OVERTIME PAY	444.85		1,000.00		1,000.00
FICA-EMPLOYER	41,511.05		42,042.00		43,869.00
IMRF-EMPLOYER					56,306.00
MEDICAL-EMPLOYER					119,100.00
TRAINING & SEMINARS	755.00		2,200.00		2,200.00
MEDICARE-EMPLOYER	9,732.23		9,833.00		10,260.00
EMPLOYEE SEVERANCE PAY	18,236.05				
AUDITING	47,325.00		56,315.00		57,015.00
OTHER PROFESSIONAL	20,600.79		23,686.00		17,500.00
PRINTING & BINDING	18,245.35		21,950.00		18,750.00
ADVERTISING	3,963.30		4,000.00		4,000.00
SOFTWARE SUPPORT & MAINT	43,445.15		35,150.00		20,900.00
OFFICE SUPPLIES	1,955.60		2,900.00		2,500.00
COMPUTER SOFTWARE	4,583.50		14,500.00		300,000.00
MISCELLANEOUS SUPPLIES	6,566.73		6,310.00		7,010.00
OFFICE EQUIPMENT					13,000.00
OFFICE EQUIPMENT R & M	3,727.80		4,500.00		
MEMBERSHIP DUES	1,968.00		1,085.00		1,085.00
SUBSCRIPTIONS	83.00				
RECORDING FEES	222.00		1,000.00		1,000.00
PRINCIPAL	462.45		1,423.00		
INTEREST	73.55		185.00		
F-TIME & REG.PART TIME	590,797.69		750,466.00		748,321.00
TEMPORARY HELP	11,628.98		14,902.00		
OVERTIME PAY	5,051.10		6,125.00		10,000.00
FICA-EMPLOYER	36,603.60		47,451.00		47,991.00
IMRF-EMPLOYER					61,393.00
MEDICAL-EMPLOYER					130,000.00
TRAVEL FOR MEETING & CONF					1,670.00
TRAINING & SEMINARS			125.00		5,600.00
MEDICARE - EMPLOYER	8,594.18		11,093.00		11,224.00



ANNUAL BUDGET

PRINTING & BINDING	3,132.06		6,100.00		6,200.00
PUBLICATIONS	664.44		1,042.00		1,000.00
OTHER PURCHASE-SERVICES	13,740.38		41,796.00		440,512.00
OFFICE SUPPLIES	1,300.99		2,157.00		2,000.00
SOFTWARE			96.00		300.00
UNIFORMS/PPE	295.00				600.00
OPERATING SUPPLIES	137.10		1,976.00		950.00
OFFICE EQUIPMENT	163.73		1,294.00		1,250.00
COMPUTER EQUIPMENT	425.78		1,238.00		1,200.00
OPERATING EQUIPMENT			310.00		
LEASES-EQUIPMENTS	3,492.16		4,500.00		4,300.00
VEHICLE LEASE			3,073.00		56,000.00
MEMBERSHIP DUES	1,387.67		750.00		1,022.00
VEHICLES	72,108.01				
PRINCIPAL	15,619.14		19,171.00		
INTEREST	2,006.65		1,988.00		
F-TIME & REG.PART TIME	503,743.06		535,723.00		611,637.00
TEMPORARY HELP	12,414.68				
OVERTIME PAY	16,376.03		14,212.00		10,000.00
FICA-EMPLOYER	31,888.15		33,214.00		37,922.00
IMRF-EMPLOYER					47,306.00
MEDICAL-EMPLOYER					97,023.00
TRAVEL FOR MEETING & CONF			144.00		100.00
TRAINING & SEMINARS	2,433.68		5,000.00		5,540.00
MEDICARE - EMPLOYER	7,457.77		7,767.00		8,869.00
LICENSES & CERTIFICATIONS			400.00		2,964.00
OTHER PURCHASE-SERVICES	27,908.23		60,000.00		35,000.00
UNIFORMS/PPE	1,194.00		1,350.00		1,575.00
GAS & FUEL	5,302.38		5,860.00		5,908.00
OPERATING SUPPLIES	436.52		556.00		600.00
OPERATING EQUIPMENT	167.07		550.00		1,900.00
R&M OPERATING EQUIPMENT			400.00		500.00
MEMBERSHIP DUES	565.30		575.00		630.00
F-TIME & REG.PART TIME	81,661.29		94,986.00		111,915.00
FICA-EMPLOYER	5,339.25		5,889.00		6,939.00
IMRF-EMPLOYER					4,106.00
MEDICAL-EMPLOYER					10,227.00
TRAVEL FOR MEETING & CONF			500.00		500.00
TRAINING & SEMINARS	188.95		500.00		500.00



ANNUAL BUDGET

MEDICARE - EMPLOYER	1,248.79		1,377.00		1,623.00
LICENSES & CERTIFICATIONS					400.00
SOFTWARE SUPPORT/MAINT	400.00		500.00		
OTHER PURCHASE-SERVICES					1,000.00
OFFICE SUPPLIES	269.24		650.00		350.00
UNIFORMS/PPE	198.44		200.00		600.00
GAS & FUEL	505.78		400.00		400.00
OPERATING SUPPLIES	104.93		200.00		400.00
MEMBERSHIP DUES	819.67		700.00		700.00
F-TIME & REG.PART-TIME	116,479.10		115,105.00		182,468.00
FICA-EMPLOYER	6,677.66		7,137.00		11,313.00
IMRF-EMPLOYER					14,670.00
MEDICAL-EMPLOYER					29,657.00
TRAVEL FOR MEETING & CONF	341.85		500.00		500.00
TRAINING & SEMINARS					500.00
MEDICARE - EMPLOYER	1,643.35		1,699.00		2,646.00
PRINTING & BINDING			100.00		100.00
OFFICE SUPPLIES	497.83		500.00		500.00
UNIFORMS			500.00		1,000.00
GAS & FUEL	1,177.40		1,000.00		600.00
OFFICE EQUIPMENT	199.99				
LEASES-EQUIPMENTS	1,631.89		3,600.00		3,600.00
MEMBERSHIP DUES	417.86		625.00		1,125.00
PRINCIPAL	368.02		1,148.00		
INTEREST	58.53		149.00		
F-TIME & REG.PART-TIME	1,096,534.82		1,143,631.00		1,171,202.00
TEMPORARY HELP			20,188.00		27,200.00
OVERTIME PAY	47,160.37		60,000.00		50,000.00
FICA-EMPLOYER	69,673.90		76,212.00		77,401.00
IMRF-EMPLOYER					90,325.00
MEDICAL-EMPLOYER					275,879.00
TRAINING & SEMINARS	1,410.57		4,500.00		4,000.00
MEDICARE - EMPLOYER	16,294.69		17,824.00		18,102.00
EMPLOYEE SEVERANCE PAY	26,485.71				
ENGINEERING			1,000.00		500.00
DEBRIS REMOVAL	33,849.18		40,000.00		40,000.00
CURB-CUT PROGRAM	5,509.00		8,000.00		5,000.00
CONTRACTUAL SERVICES	1,801.77		2,200.00		2,000.00
OFFICE SUPPLIES	75.18		900.00		2,000.00



ANNUAL BUDGET

LANDSCAPING SUPPLIES	736.83		2,500.00		2,500.00
UNIFORMS/PPE	3,356.49		5,000.00		6,700.00
CHEMICALS			100.00		
GAS & FUEL	49,938.39		45,000.00		45,000.00
OPERATING SUPPLIES	2,403.92		3,000.00		3,000.00
CELLULAR PHONE	374.50		500.00		3,120.00
ELECTRICITY	63,173.97		65,000.00		64,000.00
EQUIPMENT RENTAL	556.78		600.00		12,600.00
PUBLIC WORKS-STREET DIV.	11,016.81		10,000.00		8,000.00
STREET SIGNS/LIGHTS MAINT	24,848.35		53,000.00		60,000.00
STREET MAINT. & REPAIRS	27,211.43		40,000.00		35,000.00
GROUPS MAINTENANCE	16,077.00		75,000.00		50,000.00
STORMWATER MAINTENANCE					30,000.00
PUBLIC WORKS	195,861.00		723,256.00		
F-TIME & REG.PART-TIME	215,863.63		228,638.00		238,588.00
OVERTIME PAY	640.04		3,000.00		3,000.00
FICA-EMPLOYER	12,677.04		14,362.00		14,978.00
IMRF-EMPLOYER					16,739.00
MEDICAL-EMPLOYER					51,733.00
TRAINING & SEMINARS	581.00		1,500.00		3,000.00
MEDICARE - EMPLOYER	2,964.80		3,359.00		3,503.00
DEBRIS REMOVAL			2,000.00		2,400.00
SOFTWARE SUPPORT & MAINT	3,753.50		3,800.00		4,100.00
OFFICE SUPPLIES	17.15		100.00		100.00
UNIFORMS	554.25		1,450.00		2,000.00
CHEMICALS	940.10		1,000.00		1,000.00
SENIOR CENTER	205.53		1,500.00		1,200.00
REPAIR SUPPLIES POLICE	19,970.33		22,000.00		23,000.00
REPAIR SUPPLIES-P/R/F	18,877.16		24,000.00		22,000.00
REPAIR SUPPLIES STREETS	28,754.47		82,000.00		40,000.00
REPAIR SUPPLIES FLEETS	661.93		1,500.00		1,000.00
REPAIR SUPPLIES ESDA	656.76		1,000.00		800.00
REPAIR SUPPLIES COM DEV	656.22		1,500.00		1,300.00
REPAIR SUPPLIES ADMIN	1,145.23		1,000.00		1,500.00
REPAIR SUPPLIES PS ADMIN	417.15		700.00		800.00
GAS & FUEL	554.37		800.00		500.00
REPAIR SUPPLIES-GOLF	1,322.91		800.00		1,000.00
MISC. INVENTORY SUPPLIES	2,963.09		3,200.00		3,000.00
OPERATING SUPPLIES	5,967.66		6,000.00		6,000.00



ANNUAL BUDGET

FLEET MAINTENANCE	170.00	13,800.00	7,406.00
OFFICE EQUIPMENT	852.63	1,500.00	
LEASES-EQUIPMENTS	1,566.09	1,500.00	1,500.00
PUBLIC WORKS-FLEET MAINT	1,074.76	4,000.00	3,500.00
MEMBERSHIP DUES	30.00	30.00	50.00
F-TIME & REG.PART TIME	796,729.77	723,028.00	678,555.00
TEMPORARY HELP	2,172.00	24,204.00	32,400.00
OVERTIME PAY	18,288.40	30,000.00	30,000.00
FICA-EMPLOYER	48,725.21	48,189.00	45,939.00
IMRF-EMPLOYER			56,968.00
MEDICAL-EMPLOYER			148,783.00
TRAVEL FOR MEETING & CONF		50.00	50.00
TRAINING & SEMINARS	191.64	3,438.00	500.00
MEDICARE-EMPLOYER	11,395.27	11,269.00	10,744.00
LICENSES & CERTIFICATIONS		2,250.00	2,400.00
DEBRIS REMOVAL		500.00	500.00
ADOPT A STREET PROGRAM		25.00	25.00
OTHER PROPERTY SERVICES	43,414.25	46,000.00	46,000.00
SOFTWARE SUPPORT & MAINT	3,780.00	3,880.00	4,000.00
OTHER PURCHASE-SERVICES	78,288.00	106,230.00	109,600.00
OFFICE SUPPLIES	51.14	250.00	250.00
TOPDRESSING SOIL	2,241.00	3,000.00	3,000.00
GRAVEL AND SAND	157.29	500.00	1,000.00
LANDSCAPING SUPPLIES	5,862.27	11,398.00	10,000.00
FERTILIZER	4,846.58	5,000.00	6,200.00
UNIFORMS	3,912.25	5,200.00	3,500.00
GAS & FUEL	31,301.85	35,000.00	30,000.00
OPERATING SUPPLIES	29,584.42	26,500.00	33,000.00
PARKS & GROUNDS EQUIPMENT	9,473.19	8,756.00	6,200.00
OPERATING EQUIPMENT	1,983.72	1,500.00	3,500.00
ELECTRICITY	28,846.27	30,000.00	30,000.00
LEASES-EQUIPMENTS	715.16	900.00	34,100.00
RENTALS-EQUIPMENTS	14,248.75	9,250.00	10,000.00
R&M OPERATING EQUIPMENT	41.06	500.00	500.00
R&M PARKS & GROUND OP EQP	1,662.10	2,600.00	3,000.00
R&M PARKS & GROUNDS	13,610.34	28,350.00	27,600.00
MEMBERSHIP DUES		610.00	610.00
TREE REMOVAL/REPLACEMENT	73,167.02	104,800.00	173,800.00
OTHER PURCHASE-SERVICES	72.48	500.00	1,355.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

UNIFORMS PPE	377.86		500.00		500.00
PARKS & GROUNDS TOOLS	1,369.27		500.00		500.00
MEMBERSHIP DUES	763.93		700.00		700.00
VEHICLES			37,000.00		
PARKS AND GROUNDS	26,855.97				
PRINCIPAL	62.12		191.00		
INTEREST	9.88		25.00		
F-TIME & REG.PART-TIME	631,150.70		598,166.00		844,790.00
OVERTIME PAY	2,863.64		4,800.00		3,500.00
FICA-EMPLOYER	37,274.71		37,086.00		52,625.00
IMRF-EMPLOYER					66,912.00
MEDICAL-EMPLOYER					207,606.00
TRAVEL FOR MEETING & CONF			50.00		50.00
TRAINING & SEMINARS	230.00		150.00		150.00
MEDICARE-EMPLOYER	8,717.36		8,673.00		12,308.00
LICENSES & CERTIFICATIONS					100.00
EMPLOYEE SEVERANCE PAY	25,016.72				
PROF-ENGINEERING			19,500.00		
PRINTING & BINDING			50.00		50.00
OTHER PURCHASE-SERVICES	59,680.38		67,531.00		66,578.00
OFFICE SUPPLIES	22.58		200.00		500.00
JANITORIAL SUPPLIES	20,026.00		25,000.00		25,000.00
ELECTRICAL SUPPLIES	9,847.99		7,750.00		7,950.00
HARDWARE SUPPLIES	2,044.76		3,100.00		3,100.00
PLUMBING SUPPLIES	3,253.65		2,500.00		2,500.00
LUMBER SUPPLIES	159.47		500.00		500.00
OTHER BLDG. MAINT. SUPPLY	479.46		600.00		600.00
UNIFORMS	2,905.25		3,800.00		3,800.00
GAS & FUEL	5,515.60		8,000.00		8,000.00
OPERATING SUPPLIES	10,799.62		21,350.00		17,550.00
BLDG. MAINTENANCE TOOLS	713.93		1,400.00		1,400.00
RENTALS-EQUIPMENTS	132.20		28,032.00		28,032.00
R&M BUILDINGS & EQUIPMENT	72,726.83		130,600.00		133,200.00
VILLAGE FACILITIES	0.12		103,750.00		85,000.00
PRINCIPAL	283.00		871.00		
INTEREST	45.00		113.00		
F-TIME & REG.PART-TIME	161,579.17		166,028.00		170,152.00
TEMPORARY HELP	5,526.00				
OVERTIME PAY	4,941.06		5,000.00		4,000.00



ANNUAL BUDGET

FICA-EMPLOYER	10,336.63		10,497.00		10,797.00
IMRF-EMPLOYER					15,015.00
MEDICAL-EMPLOYER					24,944.00
TRAINING & SEMINARS	299.00		1,830.00		1,830.00
MEDICARE-EMPLOYER	2,417.37		2,455.00		2,525.00
NETWORK-CONSULTING	147,826.22		163,500.00		168,732.00
COMPUTER EQUIPMENTS	1,539.27		2,000.00		2,000.00
PRINTING & BINDING			50.00		50.00
SOFTWARE SUPPORT & MAINT	109,012.57		108,160.00		144,265.00
OFFICE SUPPLIES	92.05		100.00		100.00
COMPUTER SPECIALIZED SUPL	1,562.03		6,000.00		1,000.00
COMPUTER SOFTWARE	12,252.89		16,038.00		
COMPUTER EQUIPMENT	60,082.26		32,523.00		17,000.00
OTHER COMPUTER SUPPLIES	108.80				500.00
TELEPHONE	57,743.19		61,000.00		63,000.00
OTHER COMPUTER EQUIPMENT	1,711.74		2,000.00		2,000.00
SOFTWARES					16,500.00
OTHER COMPUTER EQUIPMENT					9,900.00
SALARY & FRINGE					119,580.00



ANNUAL BUDGET

Revenue Summary by Fund Other Funds

FUND TYPE/FUND	2021/22 ACTUAL	2022/23 BUDGET	2023/24 BUDGET
Special Revenue Funds	11,020,583	13,691,742	12,617,283
Golf Fund	1,587,410	1,482,352	0
Leisure Services Fund	1,974,326	2,042,109	4,102,087
Emergency Services & Disaster Agency Fund	5,280	68,000	65,000
Handicapped Recreation Fund	181,625	244,000	249,000
Motor Fuel Tax Fund	1,786,060	1,766,138	1,449,648
Founders' Day Fund	0	481,866	577,600
Park Development Fund	165,858	174,947	68,185
Article 36 Fund	4,095	0	0
I.M.R.F. Fund	958,149	900,000	0
Infrastructure Fund	2,393,904	5,214,400	4,806,984
T.I.F. #1 Fund	868,343	0	0
T.I.F. #2 Fund	0	0	0
T.I.F. #3 Fund	554,807	764,664	538,697
T.I.F. #4 Fund	52,128	52,128	55,050
T.I.F. #5 Fund	19,670	19,670	129,133
T.I.F. #6 Fund	213,024	213,024	292,261
T.I.F. #7 Fund	0	0	6,598
Special Service Area #1 Fund	14,895	15,625	16,146
Special Service Area #2 Fund	44,279	46,449	47,157
Special Service Area #3 Fund	48,286	50,652	53,086
Special Service Area #4 Fund	24,024	25,201	25,407
Special Service Area #5 Fund	34,745	36,448	38,250
Special Service Area #6 Fund	37,595	39,437	40,988
Special Service Area #7 Fund	19,763	20,731	21,750
Special Service Area #8 Fund	32,317	33,901	34,256
Capital Projects Funds	615,532	2,214,802	1,269,302
Computer Replacement Fund	65,052	63,302	63,302
Capital Projects Fund	550,480	2,151,500	1,206,000



ANNUAL BUDGET

Debt Service Fund	3,171,539	3,172,168	3,015,447
Insurance Fund	1,041,814	790,000	955,253
Enterprise Funds	13,710,048	22,374,122	21,688,663
Environmental Services Fund	13,710,048	22,374,122	21,688,663
Police Pension Trust Fund	1,786,610	4,403,165	4,403,165
DUMEG Trust Fund	0	0	0
TOTAL OTHER FUNDS	31,346,126	46,645,999	43,949,113



ANNUAL BUDGET

Expenditure Summary by Fund Other Funds

FUND TYPE/FUND	2021/22 ACTUAL	2022/23 BUDGET	2023/24 BUDGET
Special Revenue Funds	9,010,416	16,093,342	13,419,984
Golf Fund	1,447,943	2,005,148	0
Leisure Services Fund	1,784,214	2,157,284	4,102,087
Emergency Services & Disaster Agency Fund	62,424	71,256	72,370
Handicapped Recreation Fund	182,961	196,022	250,500
Motor Fuel Tax Fund	1,933,307	1,551,481	1,200,000
Founders' Day Fund	2,056	461,193	489,000
Park Development Fund	3,178	0	71,000
Article 36 Fund	0	0	0
I.M.R.F. Fund	837,259	1,000,000	0
Infrastructure Fund	1,486,400	7,364,960	6,319,827
T.I.F. #1 Fund	455,175	563,798	23,000
T.I.F. #2 Fund	2,819	5,000	5,000
T.I.F. #3 Fund	752,987	682,200	762,200
T.I.F. #4 Fund	2,823	5,000	5,000
T.I.F. #5 Fund	24,839	5,000	95,000
T.I.F. #6 Fund	11,692	5,000	5,000
T.I.F. #7 Fund	20,339	20,000	20,000
Special Service Area #1 Fund	0	0	0
Special Service Area #2 Fund	0	0	0
Special Service Area #3 Fund	0	0	0
Special Service Area #4 Fund	0	0	0
Special Service Area #5 Fund	0	0	0
Special Service Area #6 Fund	0	0	0
Special Service Area #7 Fund	0	0	0
Special Service Area #8 Fund	0	0	0
Capital Projects Funds	1,925,104	3,328,208	1,678,826
Computer Replacement Fund	20,903	216,071	102,826
Capital Projects Fund	1,904,201	3,112,137	1,576,000
Debt Service Fund	3,113,898	3,132,000	3,015,477

FISCAL YEAR 2023/24



ANNUAL BUDGET

Insurance Fund	988,329	894,974	954,750
Enterprise Funds	10,826,465	32,948,384	20,664,011
Environmental Services Fund	10,826,465	32,948,384	20,664,011
Police Pension Trust Fund	3,733,126	3,657,899	3,657,899
DUMEG Trust Fund	98,755	0	0
TOTAL OTHER FUNDS	29,597,338	60,054,807	43,390,947

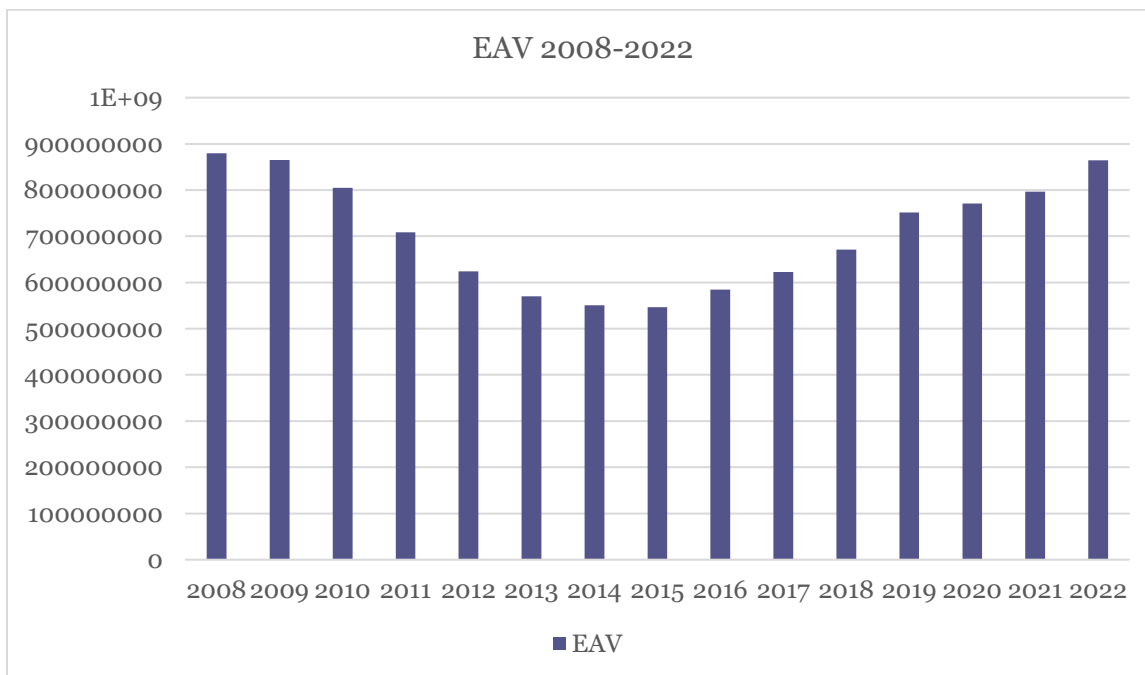
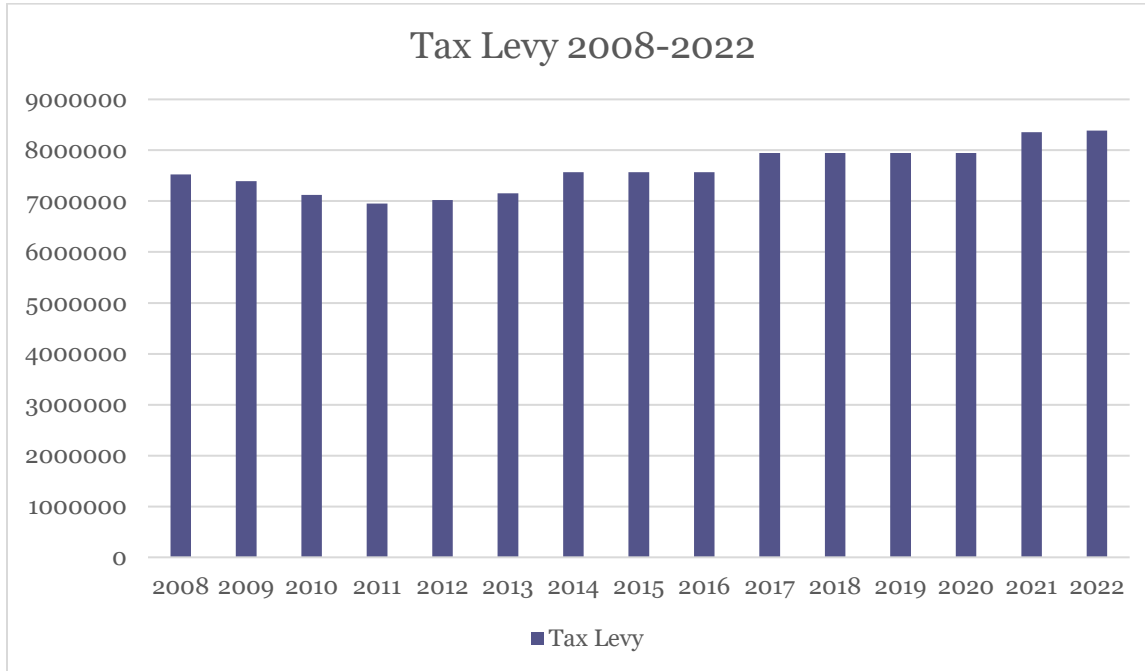


ANNUAL BUDGET

Property Tax Levy

Year	Total Levy in Dollars	Levy Rate *	EAV Bloomingdale Township	EAV Milton Township
2008	\$7,522,485	0.8639	\$791,928,539	\$87,946,947
2009	\$7,392,775	0.8637	\$777,264,498	\$87,788,830
2010	\$7,124,848	0.895	\$719,855,091	\$84,612,200
2011	\$6,953,015	0.9918	\$628,692,838	\$79,746,218
2012	\$7,019,803	1.1368	\$552,920,588	\$71,111,172
2013	\$7,150,874	1.2675	\$503,062,830	\$67,036,524
2014	\$7,570,245	1.3899	\$491,677,596	\$58,715,660
2015	\$7,566,545	1.3995	\$489,182,429	\$57,117,636
2016	\$7,566,000	1.3086	\$524,940,939	\$59,301,202
2017	\$7,944,224	1.2891	\$561,198,861	\$61,527,636
2018	\$7,944,224	1.1956	\$604,964,040	\$66,427,785
2019	\$7,944,224	1.0681	\$678,698,446	\$72,708,186
2020	\$7,944,224	1.0411	\$696,232,137	\$74,653,687
2021	\$8,354,907	1.0519	\$712,560,494	\$83,795,549
2022	\$8,385,389	0.9862	\$767,898,701	\$96,434,720

*Rate is per \$100 Equalized Assessed Valuation





ANNUAL BUDGET

PROJECTED IMPACT OF FISCAL YEAR 2023/2024

FUND	Beg. Fund Balance	Budgeted Revenues (+)	Budgeted Expenditures (-)	Est. Ending Fund Balance
General Fund	22,052,025	35,005,750	35,005,750	22,052,025
Special Revenue Funds	8,798,401	12,617,283	13,334,484	8,081,200
Golf Fund	139,469	0	0	139,469
Leisure Services Fund	721,101	4,102,087	4,102,087	721,101
Emergency Services and Disaster Agency Fund	34,741	65,000	72,370	27,371
Handicapped Recreation Fund	6,614	249,000	250,500	5,114
Motor Fuel Tax Fund	1,741,476	1,449,648	1,200,000	1,991,124
Founders' Day Fund	44,530	577,600	489,000	133,130
Park Development Fund	306,598	68,185	71,000	303,783
Article 36 Fund	17,274	0	0	17,274
I.M.R.F. Fund	410,739	0	0	410,739
Infrastructure Fund	2,923,761	4,806,984	6,319,827	1,410,918
T.I.F. #1 Fund	952,818	0	23,000	929,818
T.I.F. #2 Fund	2,655	0	5,000	(2,345)
T.I.F. #3 Fund	303,199	538,697	762,200	79,696
T.I.F. #4 Fund	206,130	55,050	5,000	256,180
T.I.F. #5 Fund	(580,121)	129,133	9,500	(460,488)
T.I.F. #6 Fund	392,985	292,261	5,000	680,246
T.I.F. #7 Fund	(112,674)	6,598	20,000	(126,076)
Special Service Area #1 Fund	28,858	16,146	0	45,004
Special Service Area #2 Fund	(116,944)	47,157	0	(69,787)
Special Service Area #3 Fund	(43,808)	53,086	0	9,278
Special Service Area #4 Fund	216,651	25,407	0	242,058
Special Service Area #5 Fund	304,070	38,250	0	342,320
Special Service Area #6 Fund	205,065	40,988	0	246,053
Special Service Area #7 Fund	404,964	21,750	0	426,714
Special Service Area #8 Fund	288,250	34,256		322,506
Capital Projects Funds	1,217,939	1,269,302	1,678,826	808,415
Computer Replacement Fund	273,935	63,302	102,826	234,411
Capital Project Fund	944,004	1,206,000	1,576,000	574,004
Debt Service Fund	456,484	3,015,447	3,015,477	456,454

FISCAL YEAR 2023/24



ANNUAL BUDGET

Insurance Fund	545,069	955,253	954,750	545,572
Enterprise Funds	6,529,830	21,688,663	20,664,011	7,554,482
Environmental Services Fund*	6,529,830	21,688,663	20,664,011	7,554,482
Police Pension Trust Fund	51,737,528	4,403,165	3,657,899	52,482,794
DUMEG Trust Fund	59,151	0	0	59,151
TOTAL ALL FUNDS	91,396,427	78,954,863	78,311,197	92,040,093

* Unrestricted Balance



ANNUAL BUDGET

MAJOR DECREASES IN FUND BALANCE

SPECIAL REVENUE FUNDS

Infrastructure Fund

The Infrastructure Fund provides a significant portion of the necessary funding for the Village's Road Program. A net decrease of (\$1,000,000) in fund balance at the end of FY 2023/24 in order to carry out the 2023 Road Program.



ANNUAL BUDGET

FULL-TIME EMPLOYEES SUMMARY BY DEPARTMENT

	2021/22	2022/23	2023/24	CHANGE
DEPARTMENT/DIVISION	ACTUAL	ACTUAL	BUDGET	FROM P/Y
GENERAL FUND	158.00	154.00	159.00	5.00
Boards & Commissions	1.00	1.00	1.00	-
Village Board	1.00	1.00	1.00	-
General Government	21.00	21.00	22.00	1.00
Village Administration	5.00	5.00	5.00	-
Human Resources	2.00	2.00	2.00	-
Public Affairs	1.00	1.00	2.00	1.00
Senior Services	3.00	3.00	3.00	-
Information Services	2.00	2.00	2.00	-
Finance	8.00	8.00	8.00	-
Police Department	72.00	71.00	73.00	2.00
Police Administration	6.00	5.00	5.00	-
Patrol	47.50	47.50	49.50	2.00
Investigations	12.00	12.00	12.00	-
Support Services	6.50	6.50	6.50	-
Public Works	21.00	21.00	22.00	1.00
Public Works Administration	2.00	2.00	3.00	1.00
Engineering	1.00	1.00	1.00	-
Streets	14.00	14.00	14.00	-
Fleet Maintenance	4.00	4.00	4.00	-
Parks, Grounds & Facilities	29.00	26.00	26.00	-
Parks & Grounds	15.00	12.00	12.00	-
Building Maintenance	14.00	14.00	14.00	-
Community Development Services	13.00	14.00	15.00	1.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

Community Development				
Administration	7.00	8.00	8.00	-
Inspection Services	6.00	6.00	7.00	1.00
Recreation Fund	7.00	7.00	7.00	-
Recreation Administration	3.00	3.00	3.00	-
Programming	4.00	4.00	4.00	-
Preschool	0.00	0.00	0.00	-
Environmental Services Fund	24.00	24.00	24.00	-
Water Services	7.00	7.00	7.00	-
Sewer Services	7.00	7.00	7.00	-
Waste Water Treatment Services	8.00	8.00	8.00	-
Water Billing Division Services	2.00	2.00	2.00	-
Golf Fund	5.00	5.00	5.00	-
Golf Administration	1.00	1.00	1.00	-
Grounds Maintenance	2.00	2.00	2.00	-
Pro Shop	1.00	1.00	1.00	-
Restaurant/Banquet	1.00	1.00	1.00	-
TOTAL FULL TIME EMPLOYEE'S	194.00	190.00	195.00	5.00



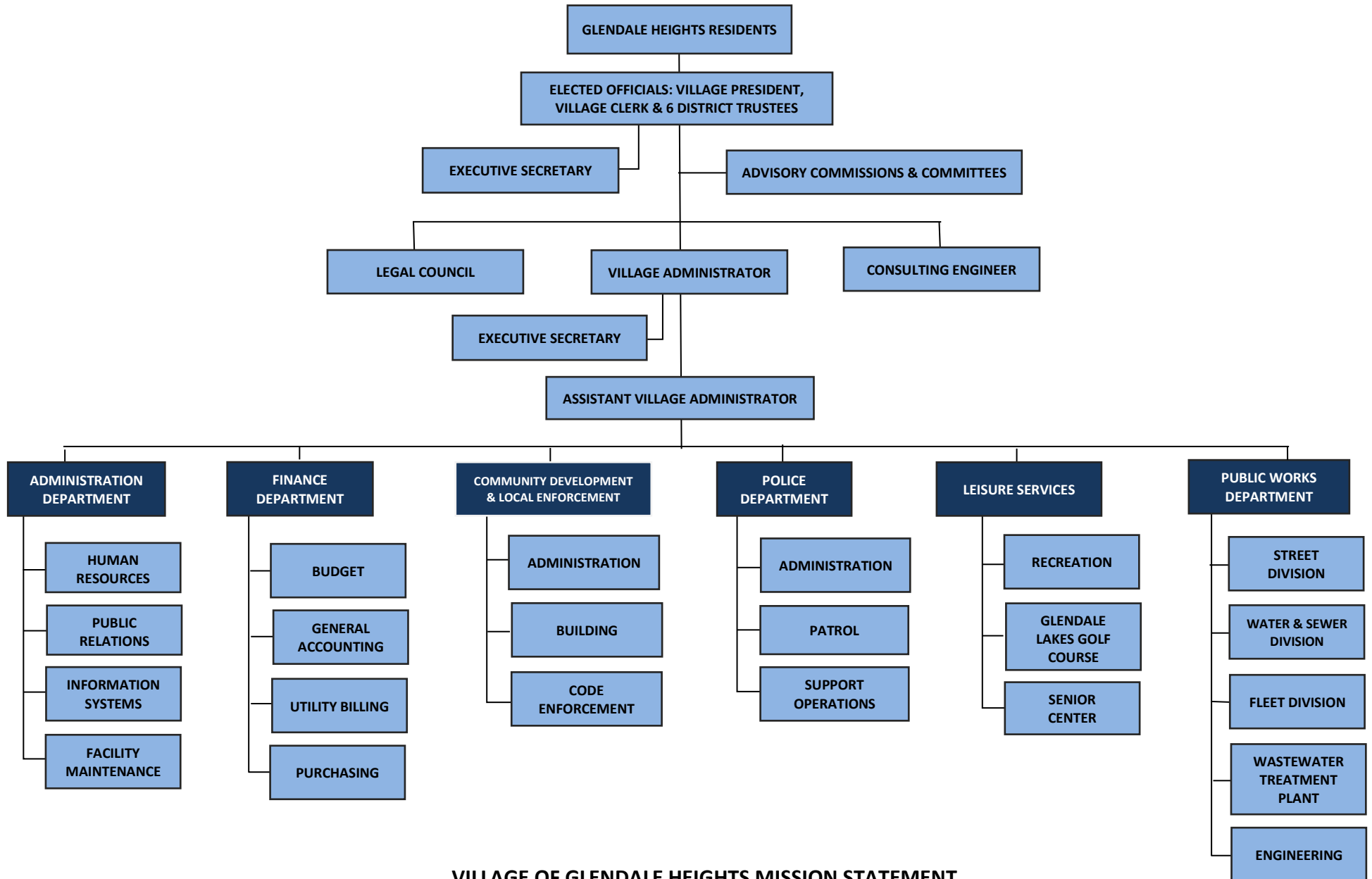
ANNUAL BUDGET

CHANGES IN STAFFING LEVELS

FROM FY 2022/23 TO 2023/24

POSITION TITLE	DEPARTMENT	DIVISION	FTE'S
Public Affairs Associate	Administration	Public Relations	1.00
Patrol Officers	Police	Patrol	2.00
Deputy Director of Public Works	Public Works	Administration	1.00
Inspector	Community Development	Inspections	1.00

FY 2023 / 2024 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.

LEGISLATIVE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Legislative Department is divided into eight divisions; Village Board, Village Clerk, Police Commission, Plan Commission, Youth Commission, Community Diversity Fund, and the Historical Building. Special Events, once a part of the Legislative branch, has been moved within the Leisure Services Fund budget.

TOTAL OPERATING BUDGET

\$291,194

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 BUDGET
Village Board	\$219,709	\$205,255	\$243,989
Village Clerk	\$14,614	\$17,804	\$17,119
Police Commission	\$26,642	\$29,315	\$21,650
Plan Commission	\$1,521	\$2,681	\$2,681
Special Events	\$30,639	\$73,850	-0-
Youth Commission	\$1,756	\$1,625	\$1,625
Historical Building	\$3,754	\$8,344	\$4,130
Arts & Culture	\$1,105	-0-	-0-
COVID Expenses	-0-	-0-	-0-
TOTAL DIVISION	\$299,741	\$338,874	\$291,194

FY 2022/2023 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. The Village continues to carry a strong fund balance reserve since enacting this policy.

Property Taxes:

On average, 10.6% 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 10.6% 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.

Goals short and long term, prioritized by Village Board of Trustees.

Short-Term Routine Goals	Priority Level
Create and support a harmonious work environment that builds camaraderie	Higher
Create an organizational development program/identify training and staff development opportunities	Higher
Monitor, strengthen and maintain the Village's financial stability; ensure stable finances by identifying new funding opportunities and diversifying revenue	Higher
Enhance communications/develop an all-inclusive engagement and communication plan for the Village	Medium
Explore/research new trends in special events offerings for community gatherings and to promote the community.	Medium
Explore establishing advisory and coordinating committees. Possibilities could include groups on:- Volunteers for events- Recreation programs/activities- Ethics/practices- Special event planning- Etc.	Lower

Short-Term Complex Goals	Priority Level
Expand and enhance economic development activities and strategies to attract sales tax generating businesses	Higher
Fully fund training for new staff and meet proper staffing levels	Higher
Develop 10-year road improvement program to address needed maintenance and infrastructure requirements	Higher
Undertake review of Village zoning and building codes (internal or external review)/ complete the zoning and code updates to 2021 ICE code to bring up to date.	Higher
Identify funding for the Glendale Heights Police Department garage	Medium
Develop a Village marketing, branding and partnership/sponsorship plan	Lower
Update the Village's leisure services master plan	Lower
Implementation of financial management base software system; work to interface modules universally within the Village organization	Lower

Long-Term Routine Goals	Priority Level
Develop a community engagement and involvement program to invite/entice generational involvement to become leaders of the Village	Higher
Implementation of the short-term goal to develop unique, different, diverse recreation activities and special events	Medium

Long-Term Complex Goals	Priority Level
Continue to work on plans and actions to develop a central business district	Higher
Continue investments in infrastructure improvements; follow-through/implement our long-term road repair/maintenance program	Higher
Advocate for the placement/construction of a dedicated high school campus within Village borders	Higher
Evaluate/consider strategic acquisitions of desirable properties to enhance economic development in the Village	Medium
Develop a comprehensive capital improvement plan (CIP) for the Village that identifies and programs long-term needs	Medium
Complete our zoning code update and implement new codes	Medium
Design/develop measurable outcome measures for goals and program	Medium
Complete design and construct a new Police Department garage	Lower
Implement the developed branding and marketing plan to achieve a cohesive branding program for the Village	Lower

LEGISLATIVE:

VILLAGE BOARD

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights operates under the Mayor-Trustee 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, all disbursements and establishing the annual Tax Levy. The Board is also responsible for 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.



ADOPTED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	136,207.97		119,536.00		130,000.00
FICA-EMPLOYER	8,124.28		7,411.00		8,060.00
IMRF-EMPLOYER					6,017.00
MEDICAL-EMPLOYER					20,987.00
TRAVEL FOR MEETING & CONF			100.00		100.00
TRAINING & SEMINARS	2,031.60		7,900.00		7,985.00
MEDICARE-EMPLOYER	1,900.13		1,733.00		1,885.00
SEVERANCE PAY	13,564.81				
PRINTING & BINDING	215.41		250.00		450.00
OFFICE SUPPLIES	908.69		200.00		200.00
UNIFORMS	170.00		500.00		500.00
OPERATING SUPPLIES	5,052.91		6,200.00		6,200.00
MEMBERSHIP DUES	42,357.20		46,055.00		46,055.00
SUBSCRIPTIONS	65.00		120.00		300.00
OTHER COMM. CONTRIBUTION	8,433.00		11,250.00		11,250.00
CIVIC ACTIVITIES	678.43		4,000.00		4,000.00

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.

ADOPTED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	10,000.00		10,000.00		10,000.00
FICA-EMPLOYER	622.48		623.00		623
TRAINING & SEMINARS			150.00		150
MEDICARE-EMPLOYER	145.59		146.00		146
PROFESSIONAL-OTHERS	3,625.37		6,000.00		6,000.00
OFFICE SUPPLIES	20.93		50.00		50
VARIOUS COMMISSION	200.00		500.00		
MEMBERSHIP DUES			335.00		150



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.

ADOPTED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
FICA-EMPLOYER	48.72		86.00		86.00
MEDICARE-EMPLOYER	11.42		20.00		20.00
PLAN COMMISSION	786.30		1,375.00		1,375.00
PLAN COMMISSION	675.00		1,200.00		1,200.00



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.

ADOPTED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TRAINING & SEMINARS			500.00		500
PRINTING & BINDING			750.00		750
RECRUITING	1,417.53		4,200.00		2,000.00
TESTING	21,282.69		19,000.00		14,000.00
OFFICE SUPPLIES			100.00		100
UNIFORMS			300.00		300
POLICE COMMISSION	3,566.62		4,000.00		4,000.00
MEMBERSHIP DUES	375.00		465.00		



ANNUAL BUDGET

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.

ADOPTED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PRINTING & BINDING	165.62		225.00		225.00
OPERATING SUPPLIES	1,590.29		1,400.00		1,400.00



LEGISLATIVE: ARTS AND CULTURE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This division is established for the purpose of accounting for costs associated with the many cultural events that occur in the calendar year, such as Mexican Independence Day, Monarch Butterfly Day, Pakistani Independence Day, and October Fest. The budget for cultural events has been moved to the Leisure Services Fund.

ADOPTED BUDGET WITH ACTUAL HISTORY

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
OPERATING SUPPLIES	1,105.00				

**ADMINISTRATION****VILLAGE ADMINISTRATION****GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY**

The Administration Department is divided into seven divisions; Village Administration, Human Resources, Public Affairs, Senior Services, Central Services, Golf Course, and Information Systems. 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**\$4,766,841****ANNUAL EXPENSES BY DIVISION**

DIVISION	ACTUAL FY 2022	BUDGET FY 2023	BUDGET FY 2024
Village Administration	\$323,771	\$386,540	\$552,618
Human Resources	\$198,678	\$204,998	\$256,286
Public Relations	\$136,841	\$196,890	\$296,936
Senior Center	\$323,065	\$422,549	-0-
Central Services	\$7,087,583	\$7,568,336	\$1,434,890
Golf Course	\$1,447,943	\$2,005,148	-0-
Facilities	\$893,889	\$1,073,572	\$1,571,801
Information Systems	\$577,030	\$577,181	\$654,310
TOTAL DIVISION	\$10,988,800	\$12,435,214	\$4,766,841

ADMINISTRATION**2022/2023 ACCOMPLISHMENTS**

Administration/Public Relations Strategic Goals and Strategies

Citizen Survey

- Poor Village website design
- Lack of communication from the Village on topics

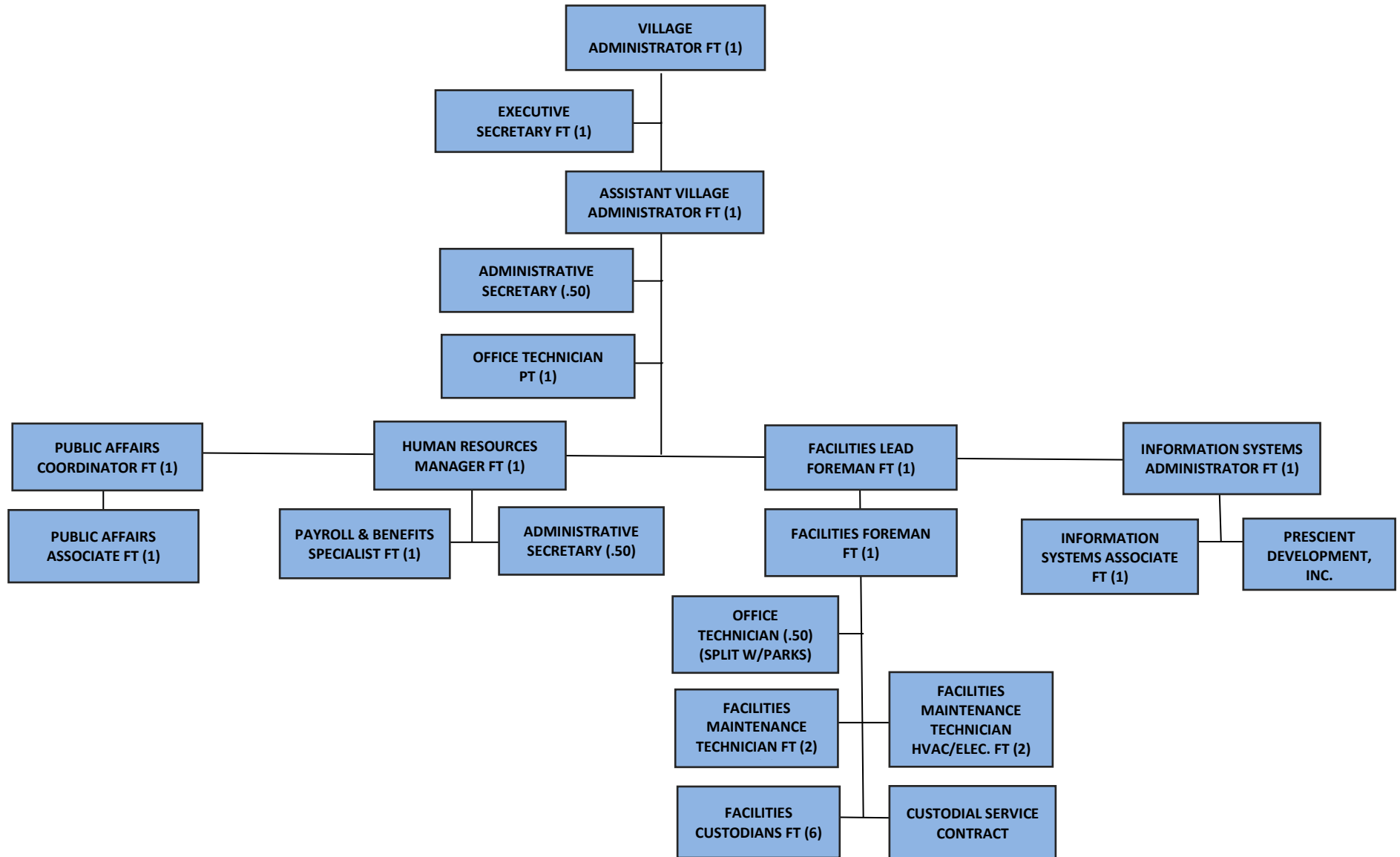
Village Response

- Created a Public Affairs Associate to assist Public Affairs Manager with:
 - Web design
 - Able to communicate across various social media platforms

FY 2023 / 2024

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, and village-wide employee services, including recruitment, testing, benefit administrator, insurance claims coordination, payroll maintenance, and employee records. The Facilities division provides technical and custodial maintenance for all village facilities and properties. 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 authorized: 22 Full-Time and 2 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 and carrying out 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.

ADOPTED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	288,470.11		325,647.00		405,974.00
OVERTIME PAY	0.26				
FICA-EMPLOYER	15,367.28		20,190.00		25,170.00
IMRF-EMPLOYER					30,737.00
MEDICAL-EMPLOYER					53,193.00
TRAINING & SEMINARS	1,147.69		2,500.00		2,500.00
MEDICARE-EMPLOYER	4,039.51		4,721.00		5,886.00



ANNUAL BUDGET

EMPLOYEE RECOGNITION	9,708.62		16,000.00		16,000.00
PRINTING & BINDING	82.32		100.00		100.00
SOFTWARE SUPPORT & MAINT			12,000.00		9,908.00
OFFICE SUPPLIES	460.05		300.00		300.00
GAS & FUEL	619.43		900.00		900.00
OPERATING SUPPLIES	145.78		150.00		150.00
MEMBERSHIP DUES	2,985.83		1,800.00		1,800.00
PRINCIPAL	641.90		1,975.00		
INTEREST	102.10		257.00		

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.

ADOPTED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	157,773.10		161,403.00		168,656.00
FICA-EMPLOYER	9,424.88		10,007.00		10,457.00
IMRF-EMPLOYER					13,560.00
MEDICAL-EMPLOYER					27,373.00
TRAVEL FOR MEETING & CONF			350.00		350.00
TRAINING & SEMINARS	169.00		630.00		1,000.00
MEDICARE-EMPLOYER	2,204.16		2,340.00		2,446.00
EMPLOYEE RECOGNITION	3,843.97		2,425.00		4,025.00
PRINTING & BINDING	2,946.56		2,193.00		2,514.00
EMPLOYEE PHYSICAL EXAM	7,814.00		12,000.00		12,000.00
RECRUITING AND TESTING	3,914.63		5,200.00		5,500.00
OTHER PURCHASED SERVICES	4,117.68		6,500.00		6,500.00
OFFICE SUPPLIES	245.43		250.00		250.00
OPERATING SUPPLIES	4,492.56		600.00		600.00
MEMBERSHIP DUES	1,732.00		1,100.00		1,055.00

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.

ADOPTED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	80,204.80		82,044.00		153,562.00
FICA-EMPLOYER	4,818.85		5,087.00		9,521.00
IMRF-EMPLOYER					12,346.00
MEDICAL-EMPLOYER					42,314.00
TRAINING & SEMINARS			400.00		500.00
MEDICARE-EMPLOYER	1,126.82		1,190.00		2,227.00
PRINTING & BINDING	30,578.60		70,400.00		44,400.00
SOFTWARE SUPPORT & MAINT	1,143.64		2,961.00		2,041.00
OTHER PURCHASED SERVICES	800.00		2,200.00		2,300.00
POSTAGE	14,130.87		18,300.00		15,300.00
OFFICE SUPPLIES	274.92		3,500.00		400.00
COMPUTER SOFTWARE	719.99		740.00		750.00
OPERATING SUPPLIES	198.43		245.00		250.00
OPERATING EQUIPMENT	1,900.56		3,070.00		4,860.00
OTHER OFFICE EQUIPMENT	943.57		2,800.00		1,000.00
MEMBERSHIP DUES			3,953.00		5,165.00



Administration/Public Relations Strategic Goals and Strategies

Citizen Survey

- Poor Village website design
- Lack of communication from the Village on topics

Village Response

- Created a Public Affairs Associate to assist Public Affairs Manager with:
 - Web design
 - Able to communicate across various social media platforms

ADMINISTRATION: INFORMATION SYSTEMS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Information Systems (I.S.) Division of Administration consists of two personnel and a contracted specialized technology firm providing support to over 260 computers and nearly 200 users. They currently manage and maintain both primary servers and virtual servers running across 3 host physical servers, and coordinates our Central Square Technologies® cloud based solution which hosts the 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.

ADOPTED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	161,579.17		166,028.00		170,152.00
TEMPORARY HELP	5,526.00				
OVERTIME PAY	4,941.06		5,000.00		4,000.00
FICA-EMPLOYER	10,336.63		10,497.00		10,797.00
IMRF-EMPLOYER					15,015.00
MEDICAL-EMPLOYER					24,944.00
TRAINING & SEMINARS	299.00		1,830.00		1,830.00
MEDICARE-EMPLOYER	2,417.37		2,455.00		2,525.00
NETWORK-CONSULTING	147,826.22		163,500.00		168,732.00
COMPUTER EQUIPMENTS	1,539.27		2,000.00		2,000.00
PRINTING & BINDING			50.00		50.00
SOFTWARE SUPPORT & MAINT	109,012.57		108,160.00		144,265.00
OFFICE SUPPLIES	92.05		100.00		100.00
COMPUTER SPECIALIZED SUPL	1,562.03		6,000.00		1,000.00
COMPUTER SOFTWARE	12,252.89		16,038.00		
COMPUTER EQUIPMENT	60,082.26		32,523.00		17,000.00
OTHER COMPUTER SUPPLIES	108.80				500.00
TELEPHONE	57,743.19		61,000.00		63,000.00

ANNUAL BUDGET

OTHER COMPUTER EQUIPMENT	1,711.74		2,000.00		2,000.00
SOFTWARES					16,500.00
OTHER COMPUTER EQUIPMENT					9,900.00



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, Legal Services, Engineering Fees, GIS Services, Adjudication Services, General Office Supplies, Office Equipment Rentals, Utilities, Village-wide committees, State Administrative Collection Fees, and Banking Services.

ADOPTED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
GREEN TEAM REV	1,000.00				
OFS-LEASES	65,861.07				
UNEMPLOYMENT INSURANCE			15,000.00		15,000.00
MEDICAL-EMPLOYER	2,086,801.72		2,390,375.00		214,300.00
EMPLOYER CONT. P.PENSION	3,706,028.46		4,036,721.00		
SICK DAYS BUY BACK ONLY	217,390.38				
OPT OUT MED INSURANCE	36,416.68		51,380.00		52,000.00
EMPLOYEE SEVERANCE PAY	167,000.00				
HEALTH & WELLNESS PROG.	648.93		850.00		850.00
PROF-LEGAL	282,263.88		375,000.00		375,000.00
PROSECUTORS	101,045.22		94,000.00		100,000.00
ADJUDICATOR	12,000.00		12,000.00		12,000.00
ENGINEERING			1,000.00		1,000.00
OTHER PROFESSIONAL	30,259.66		177,175.00		103,705.00
PRINTING & BINDING	1,395.79		1,700.00		1,700.00
PAYCOM HR/PR					150,000.00
OTHER PURCHASED SERVICES	573.94		16,800.00		18,800.00
POSTAGE	53,561.08		46,035.00		46,035.00
OFFICE SUPPLIES	22,951.56		35,000.00		30,000.00
GREEN INITIATIVE	1,026.97		1,200.00		1,200.00
OPERATING SUPPLIES	12,545.78		14,500.00		11,500.00
TELEPHONE	33,425.49		18,300.00		28,300.00
CELLULAR PHONE	17,767.13		31,900.00		35,700.00
ELECTRICITY	15,151.53		24,000.00		25,000.00
NATURAL GAS	8,518.64		10,000.00		10,000.00



ANNUAL BUDGET

WATER	8,651.77		10,000.00		10,000.00
RENTALS-EQUIPMENTS	13,874.60		14,850.00		13,600.00
OTHER OFFICE EQUIPMENT	13,947.16		1,800.00		1,000.00
MEMORIAL PARK BRICKS	2,867.39				
COLLECTION AGENCY FEE	1,479.38		2,000.00		2,000.00
INTEREST EXPENSE	5,731.88				
BANK FISCAL CHARGES	54,128.05		63,000.00		75,000.00
STATE ADMIN. COLLECT.FEE	105,744.32		122,000.00		99,200.00
MISCELLANEOUS EXPENSE	8,524.25		1,750.00		2,000.00
CAPITAL EQUIPMENT	65,861.07				

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, WWTP, 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	631,150.70		598,166.00		844,790.00
OVERTIME PAY	2,863.64		4,800.00		3,500.00
FICA-EMPLOYER	37,274.71		37,086.00		52,625.00
IMRF-EMPLOYER					66,912.00
MEDICAL-EMPLOYER					207,606.00
TRAVEL FOR MEETING & CONF			50.00		50.00
TRAINING & SEMINARS	230.00		150.00		150.00
MEDICARE-EMPLOYER	8,717.36		8,673.00		12,308.00
LICENSES & CERTIFICATIONS					100.00
EMPLOYEE SEVERANCE PAY	25,016.72				
PROF-ENGINEERING			19,500.00		
PRINTING & BINDING			50.00		50.00
OTHER PURCHASE-SERVICES	59,680.38		67,531.00		66,578.00
OFFICE SUPPLIES	22.58		200.00		500.00
JANITORIAL SUPPLIES	20,026.00		25,000.00		25,000.00
ELECTRICAL SUPPLIES	9,847.99		7,750.00		7,950.00
HARDWARE SUPPLIES	2,044.76		3,100.00		3,100.00
PLUMBING SUPPLIES	3,253.65		2,500.00		2,500.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

LUMBER SUPPLIES	159.47		500.00		500.00
OTHER BLDG. MAINT. SUPPLY	479.46		600.00		600.00
UNIFORMS	2,905.25		3,800.00		3,800.00
GAS & FUEL	5,515.60		8,000.00		8,000.00
OPERATING SUPPLIES	10,799.62		21,350.00		17,550.00
BLDG. MAINTENANCE TOOLS	713.93		1,400.00		1,400.00
RENTALS-EQUIPMENTS	132.20		28,032.00		28,032.00
R&M BUILDINGS & EQUIPMENT	72,726.83		130,600.00		133,200.00
VILLAGE FACILITIES	0.12		103,750.00		85,000.00
PRINCIPAL	283.00		871.00		
INTEREST	45.00		113.00		



ANNUAL BUDGET

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 33,176 residents by providing 24-hour emergency and non-emergency service.

TOTAL OPERATING BUDGET

\$14,757,703

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 BUDGET
Administration	\$1,118,751	\$983,160	\$1,426,957
Patrol	\$5,317,568	\$5,444,205	\$9,232,220
Investigations	\$1,510,162	\$1,431,243	\$2,293,034
Support Services	\$1,469,234	\$1,580,278	\$1,735,914
Community Oriented Policing	\$15,851	\$14,000	\$14,611
Local, State and Federal Grants	\$116,897	\$45,697	\$54,967
TOTAL DIVISION	\$9,548,464	\$9,498,583	\$14,757,703

POLICE DEPARTMENT

The police department employs a combined staff of 90 personnel, including 55 sworn police officers, five part-time officers, four community service officers, records clerks, crossing guards 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 department has been able to maintain the Commission on Accreditation of Law Enforcement Agencies (CALEA) Accreditation. The police department earned their first accreditation in 2008

and was most recently re-accredited for the fifth time in 2021. CALEA Accreditation serves as the Gold Standard for Public Safety Agencies. Our police department is one of only approximately 800 law enforcement agencies throughout the country who have earned CALEA Accreditation status. CALEA standards are rigorous, and ensure the department is following 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 appropriate response for the situation and within legal parameters. CALEA standards also ensure that citizen complaints are investigated thoroughly and in a timely manner. In October 2022 CALEA assessors performed a remote compliance review of the Police Department standards. The Police Department met all CALEA mandated standards and was found to be in full compliance with all the CALEA requirements.

This year the police department deployed 10 FLOCK license plate reader camera systems throughout the community to detect and capture evidence, input hot alerts for investigative leads, and receive real time alerts on vehicles related to criminal actions.

COMMUNITY ORIENTED POLICING

The police department is dedicated to its mission and working with the community to continue building relationships and trust. In 2022, the police department helped organize and participated in many events for all ages to continue to build relationships throughout the community.

For over 25 years, the police department has held week-long classes at Safety Town for children 5 to 7 years of age. The classes are held over the summer and taught by officers from the police department, as well as representatives from other community organizations. For children in 5th through 8th grade, the police department hosted the 14th 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.

A 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. At the start of 2020, the Village, police department and School Districts 15 and 16 entered into an agreement to have one certified School Resource Officer assigned to each district. This partnership continues to ensure a full-time police presence in each district. The police department also has an agreement with Glenbard High School District 87. One Glendale Heights Police Department Officer rotates daily between Glenbard East, West and North. The High School liaison officer provides security to the schools, investigates police related incidents in the schools, and assists with extracurricular activities.

The police department also strives to keep our residents informed of important crime prevention tips by sponsoring Neighborhood Watch meetings and providing a monthly newsletter. In 2022,



ANNUAL BUDGET

the police department continued to rotate the monthly neighborhood watch meetings at various venues throughout Glendale Heights. This has allowed the police department to communicate more intimately with residents and learn about concerns affecting specific neighborhoods. The police department continued to provide training to local businesses and places of worship on active violence awareness. This training provides employees and citizens with options if a violent event occurs within their vicinity. 2022 brought forth our 24th Citizen's Police Academy, which offered our residents an opportunity to get a realistic view of police work through instruction taught by officers from the Glendale Heights Police Department.

Many of the officers did a number of fundraising initiatives including Polar Plunge, Cop on Top at our local Dunkin Donuts, and No Shave November. All of the money raised from these programs was donated to the Illinois Special Olympics. Through these efforts, the Glendale Heights Police Department received the coveted Flame of Hope trophy for the commitment to the athletes of the Illinois Special Olympics. Officers also participated in the Brittany's Trees event placing 46 Holiday trees throughout Glendale Heights. The money raised from the sales of Brittany's Trees goes towards the Sudden Arrhythmia Death Syndromes foundation. The Police Department teamed up with the Village and other entities to host the Glendale Heights Charity Golf Classic. The Charity Golf Classic helped raise funds for the Police Department FOP Lodge #52 Community Enrichment Fund, which helps to support the annual fishing derby, holiday season shop with a cop, and other community involved events.

The police department sponsored the Village's 24th Annual National Night Out in August of 2022. 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. We want to thank the many other community groups who help make this event a huge success each year! The police department also sponsored a Movie with a Cop, held in July, August, and September. The annual police sponsored fishing derby occurred in October. Kids of all ages gathered at Lake Becerra to eat hot dogs and see who could catch the biggest fish.

In 2022, the police department hosted our own Heros and Helpers event to assist local youth with purchasing Christmas presents for their families. The police department partnered with the Glendale Heights Target Store to raise enough funds to take twenty kids shopping. Police officers picked up each child at their residence and drove them to Ki's Restaurant where they enjoyed Breakfast with Santa. Officers drove the children to the Glendale Heights Target Store, where upon entering the parking lot, the police emergency lights and sirens were turned on to make the kids feel like celebrities. Target team members greeted the children and officers, and the shopping began. Target team members helped wrap the gifts for the children at the conclusion of the event. This annual Heros and Helpers event is truly a special day for both the children and the officers.

The police department increased the proactive initiative for mental health services through collaboration with Northeast DuPage Family and Youth Services to provide the highest quality of service for our residents. Northeast DuPage Family and Youth Services (NEDFYS) continues to do the co-responder bi-weekly in person visits with officers along with a 25% increase of social service referrals.

The police department welcomed Benjamin the comfort dog to our police family. Benjamin came to us from the LLC K-9 Police Ministry program to provide support for our community members. Benjamin works with the Glendale Heights community to bring comfort and calmness to those dealing with crisis, trauma, tragedy, and any other difficult situations.

PREPARATION IS THE KEY TO SUCCESS

The police department established the rank of police commander as part of the department's succession plan. The succession plan will increase organizational performance by preparing individuals for critical roles in command and executive positions. To further this succession plan, the police department provided supervision training and opportunities for soon to be promoted officers, to gain supervision and leadership skills and knowledge. We have also enhanced employee opportunities through training and specialized positions. This included training provided to both sworn and non-sworn members of the department to enhance skills to train other members of the agency and further develop specialties. Specialties positions have also been implemented. These positions include two officers added to the ILEAS Mobile Field Force, one officer assigned as the Commercial Motor Vehicle Safety and Enforcement Officer, one officer has been assigned as General Detective, and three civilians trained as Comfort Dog Handlers.

The Police Department continues to train our officers to the highest standards. In addition to the monthly online training, officers participate in hands on training with scenario-based role play in subjects such as de-escalation techniques and crisis intervention. Every eligible sworn officer has been trained in the Crisis Intervention Team (CIT). This training provides a community-based approach to improve the outcomes with encounters of those having a mental health crisis. Officers also attend specialty training such as evidence recovery, proper use of force, lead investigator, and mental health awareness.

2022 CRIME STATISTICS

The Glendale Heights Police Department maintains transparency by sharing crime statistics with residents. In March of each year, the police department publishes an annual report available on the Village website. This report will provide residents with a detailed breakdown of the previous year's crime statistics.



2023/2024 Goals

Goal 1: Maintain 100% Compliance with CALEA Standards

Objective: Continue to meet all CALEA standards for training and policy, ensure compliance with all mandates.

Goal 2: Increase the Proactive Initiative for Mental Health Services through Collaboration with North East DuPage Family and Youth Services to Provide the Highest Quality of Service for Our Residents

Objective: Increase referrals to our Social Services Provider Northeast DuPage Family and Youth Services (NEDFYS) by 5%. Increase referrals through officers and supervisors identifying those in need of mental health services, by establishing further allotted time and space for NEDFYS social services, and by continuing the co-responder model bi-weekly follow up in person follow up program for at risk residents and families. Along with continuing to work on establishing program for trained social workers to assist on in-progress calls. (2022-627 referrals)

Goal 3: Institute a Succession Plan to Develop Command and Executive Leadership as Required through CALEA

Objective: Continue career development for management and supervisory personnel through advanced police management and supervision training and schools. This would entail providing the opportunity for two sergeants to attend the ten (10) week School of Police Staff and Command at the Northwestern University Center for Public Safety and two sergeants to attend the two (2) week Supervision of Police Personnel at the Northwestern University Center for Public Safety.

Goal 4: Institute a Drone (Unmanned Aircraft System or UAS) Team

Objective: Continue to advance the Police Department with the available technology, while keeping officers engaged through specialized assignments. This drone or UAS can be used to map future events and crime scenes, locating fleeing offenders, search for missing children and those with dementia, assist with event management, and locating evidence.

Each twelve hour shift and the afternoon power shifts will have a licensed drone/ UAS operator. There will be a total of six operator, who will take the drone/UAS out with them during their tour. The drone will be compatible with the AXON Evidence.com system.

Goal 5: Organize a Recruitment Team within the Police Department to Increase the Level of Qualified Applicants.

Objective: Establish a committee to seek other opportunities to our current recruiting efforts to ensure the Department conducts a testing process with over 10 law enforcement applicants as on the previous test.

Goal 6: Work with IS Department to Incorporate Laptop Computers within our Investigation Division.

Objective: In cooperation with Villages IS Department deploy new laptop computers for our investigators and establish an applicable security policy through the Department general orders.

Goal 7: Increase the Deployments for the Police Department Comfort Dog Benjamin to Provide the Highest Quality of Interactions with Our Residents

Objective: Increase the community engagement through the comfort dog, Benjamin. Increase the deployment of the comfort dog by 50% to maximize engagement with members of the community. With the addition of a handler at the Queen Bee School District along with the current cadre of handlers, the Department can enhance our positive interactions with the community. (2022-60 deployments)

Goal 8: Increase the FLOCK License Plate Reader Camera System

Objective: Deploy an additional 10 FLOCK cameras and system to detect and capture evidence, input hot alerts for investigative leads, and receive real time alerts on vehicles related to criminal actions. The 10 FLOCK cameras deployed in 2022 were integral in 115 separate criminal investigations.

Goal 9: Continue Ongoing Training and Development of Scenario Based Leadership Skills through Staff Level Table Top Exercises

Objective: Conduct two tabletop training exercises at Department Staff meetings on scenario based incidents including an officer involved shooting and an officer severely injured in the line of duty.



ANNUAL BUDGET

Goal 10: Continue to Implement In House Training Programs to Meet and Exceed the Current Statutory and CALEA Mandates

Objective: In house instructors will be given time to develop, write implement new training programs to meet mandates as set by Illinois Statute and CALEA.

Goal 11: Increase Proactive Policing Efforts to Help Maintain the Roadway Infrastructure

Objective: Add an additional Commercial Motor Vehicle Safety and Enforcement Officer to identify and enforce violations by secondary vehicles to reduce damage to the Village roadways.

Goal 12: Maintain Proactive Policing to Enhance Community Policing Efforts

Objective: Continue to increase community relationships and interactions. Increase officer initiated foot patrols by 5%. (2022-1021 foot patrols). Increase community engagement through foot patrols at parks by Officer J. Cahill and K-9 Lobo.

Goal 13: Personnel Development

Objective: Enhance employee opportunities through specialized positions and assignments. Develop a POINT unit specialty positions and a Bloodhound handler position.

The Problem Oriented Intelligence-led Neighborhood Team (POINT) will be established to conduct crime prevention and special investigations due to the increase of criminal activity resulting from offenders outside of Glendale Heights. This includes firearm possession, narcotics possession, burglaries, and thefts.

The additional Bloodhound unit will provide an opportunity for an officer to become a handler for this valuable tool. Bloodhounds are superior to the German Shepard when it comes to tracking people. The Bloodhound unit can be utilized to track criminal suspects, persons with dementia, along with locating missing and runaway children.

Goal 14: Continue to Foster and Support a Harmonious Work Environment to build Trust, Engagement, and Camaraderie.

Objective: Conduct an open meeting with all of the police officers to encourage transparency, engagement, and input for our Police Department and Community.

Police Department Strategic Goals and Strategies

Goals-NIU Workshop

- Enhance current positive public attitude toward the Department
- Increase community relationships and interactions
- Increase proactive policing efforts to help maintain roadway infrastructure

Village Response

- Increase officer initiated foot patrols by 5%
- Increase community engagement through foot patrols at parks by Canine Officer and K-9
- Add an additional Commercial Motor Vehicle Safety and Enforcement Officer

Police Department Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Residents want to feel safe
- Hire more Police Officers
- Increase Police presence
- Additional security cameras

Village Reponse

- Increase manpower by 2, from 55 to 57 sworn officers
- Purchase 10 additional Flock Cameras (License Plate readers)
- Deploy a second truck enforcement unit

Police Department Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Residents want to feel safe
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Police Department Strategic Goals and Strategies

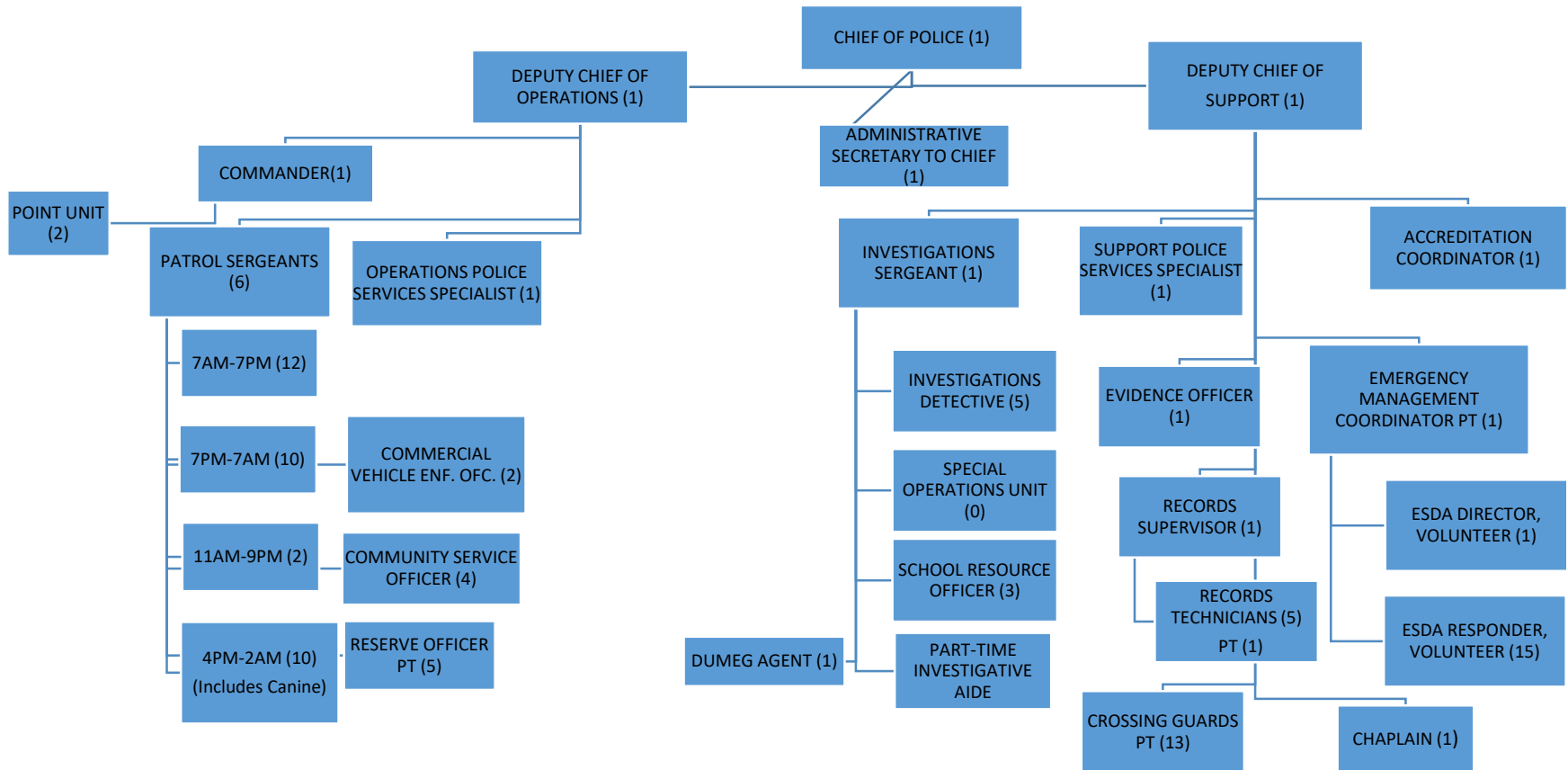
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Village Response

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- Add an additional Commercial Motor Vehicle Safety and Enforcement Officer

FY 2023/2024 VILLAGE OF GLENDALE HEIGHTS POLICE DEPARTMENT



The Police Department is organized into two Divisions, Operations and Support. It has an authorized strength of 57 full time sworn officers. The Support Division responsibilities include, 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 71, part-time 22 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, Commander, Administrative Secretary, an Accreditation Coordinator and two 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
OFS-SURPLUS/TRADE-IN	16,600.00				
MISC RECEIPTS	3,930.73				
OFS-LEASES	265,300.80				
F-TIME & REG.PART TIME	386,154.06		491,287.00		521,248.00
OVERTIME PAY	2,349.36		3,500.00		1,100.00
FICA-EMPLOYER	13,904.53		14,882.00		14,882.00



ANNUAL BUDGET

IMRF-EMPLOYER				17,422.00
MEDICAL-EMPLOYER				111,033.00
TUITION REIMBURSEMENT	13,658.65		13,658.00	15,000.00
TRAVEL FOR MEETING & CONF			1,900.00	3,100.00
TRAINING & SEMINARS	53,689.99		62,225.00	71,095.00
MEDICARE - EMPLOYER	5,385.91		7,123.00	7,558.00
POLICE PENSION				162,369.00
EMPLOYEE-SEVERANCE PAY	18,449.25			
PRINTING & BINDING	90.10		380.00	380.00
EMPLOYEES PHYSICAL EXAM			3,500.00	11,000.00
POLYGRAPH TEST			320.00	320.00
NE DUPAGE FAM&YOUTH SVCS	119,025.53		97,000.00	120,000.00
SOFTWARE SUPPORT & MAINT	4,974.59		5,000.00	5,000.00
OTHER PURCHASE-SERVICES	55,278.51		55,000.00	100,700.00
OTHER POLICE GEN.SUPLS.	192.34		200.00	200.00
UNIFORMS	50,111.18		52,500.00	55,500.00
OPERATING SUPPLIES	4,932.55		850.00	21,098.00
OPERATING EQUIPMENT			2,700.00	
VEHICLE LEASE			58,591.00	174,222.00
MEMBERSHIP DUES	8,052.92		7,450.00	6,800.00
SUBSCRIPTIONS	80.00		310.00	310.00
ACCREDITATION (CALEA)	10,094.88		6,345.00	6,220.00
MISCELLANEOUS LICENSES	402.25		400.00	400.00
GENERAL GOVERNMENT	2,861.00			
VEHICLES	292,290.30			
PRINCIPAL	68,182.37		88,501.00	
INTEREST	8,590.76		9,538.00	

POLICE DEPARTMENT: PATROL

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Patrol Division is directed by the Deputy Chief of Operations, who has six Sergeants supervising thirty-six Patrol Officers, five Part-Time Officers, and four 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
- Truck Enforcement
- 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	4,308,612.22		4,482,540.00		5,070,679.00
HOLIDAY WORKED PAY	116,927.33				
PART TIME OFFICER	8,564.76		20,000.00		20,000.00

ANNUAL BUDGET

DETAIL PAY	9,320.00	16,000.00	10,000.00
OVERTIME PAY	361,617.21	377,322.00	412,822.00
FICA-EMPLOYER	17,009.78	19,470.00	20,283.00
IMRF-EMPLOYER			21,428.00
MEDICAL-EMPLOYER			670,000.00
MEDICARE - EMPLOYER	68,368.45	72,632.00	79,740.00
POLICE PENSION			2,468,008.00
EMPLOYEE-SEVERANCE PAY	32,696.97	29,435.00	
AMMUNITIONS	8,850.40	14,014.00	15,675.00
TARGETS FOR GUN RANGE	673.52	500.00	500.00
K-9	1,819.46	3,000.00	3,000.00
OTHER POLICE GEN.SUPPLIES	58.85		
CAR WASH	2,765.00	4,330.00	5,565.00
OPERATING SUPPLIES	2,412.82	2,550.00	2,730.00
OPERATING EQUIPMENT	17,361.50	140,412.00	128,790.00
POLICE DEPARTMENT	2,439.78	2,000.00	3,000.00
OTHER PURCHASE-SERVICES	358,070.28	260,000.00	300,000.00



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 an Investigations Sergeant, Evidence Officer, five Investigative Detectives, three School Resource Officers, Department of Homeland Security Task Force Officer, DuMEG Task Force Officer, and a part time Investigative Aide.

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



ANNUAL BUDGET

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	1,314,520.40		1,277,505.00		1,324,121.00
HOLIDAY WORKED PAY	3,881.99				
OVERTIME PAY	119,329.40		96,883.00		106,692.00
FICA-EMPLOYER	6,297.03		7,341.00		7,742.00
MEDICAL-EMPLOYER					185,900.00
MEDICARE - EMPLOYER	20,675.69		20,481.00		22,294.00
POLICE PENSION					617,002.00
EMPLOYEE-SEVERANCE PAY	26,576.69				
OTHER PURCHASE-SERVICES	9,829.75		15,385.00		15,385.00
INVESTIGATION-CONTINGENCY	750.00		750.00		750.00
OTHER POLICE GEN.SUPPLIES	6,351.64		8,000.00		8,000.00
LEASES-EQUIPMENTS	408.00		408.00		408.00
MEMBERSHIP DUES	503.28		550.00		550.00
SUBSCRIPTIONS	1,038.00		2,940.00		2,940.00
TOWING EXPENSE			1,000.00		1,250.00



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 five full-time & one 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	517,735.54		562,482.00		573,423.00
CROSSING GUARDS	50,417.75		74,700.00		72,930.00
OVERTIME PAY			2,785.00		3,009.00
FICA-EMPLOYER	29,945.70		30,446.00		31,075.00
IMRF-EMPLOYER					36,668.00
MEDICAL-EMPLOYER					68,495.00
MEDICARE - EMPLOYER	8,038.67		9,239.00		9,416.00
PRINTING & BINDING	8,768.44		11,000.00		11,000.00
VETERINARY STRAY ANIMALS	96.00		500.00		750.00
COMPUTER DATA ACCESS	70,963.82		68,410.00		68,410.00
OFFICE SUPPLIES	902.04		1,200.00		1,200.00
OTHER POLICE GEN.SUPPLIES	3,755.72		4,300.00		4,300.00
GAS & FUEL	108,701.84		105,000.00		105,000.00
TELEPHONE	359.40		360.00		360.00
LEASES-EQUIPMENTS	6,630.78		7,716.00		12,000.00
R&M OPERATING EQUIPMENT	44,023.03		46,459.00		46,459.00
ANIMAL IMPOUNDMENT	2,555.00		3,150.00		3,150.00
RODENT TRAPPING	600.00		2,925.00		2,925.00
CONSOLIDATED DISPATCH EXP	615,740.00		649,606.00		685,344.00

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

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PULL TAB TAX	673.54		4,000.00		4,000.00
D.U.I.	18,772.02		27,000.00		27,000.00
COURT DRUG FINES	1,130.38		1,400.00		900.00
SEX OFFENDER REGIST FUND	3,950.00		3,000.00		3,000.00
STATE-TOBACCO GRANTS	1,375.00		5,000.00		5,000.00
SUPERVISION FINES	685.56		3,500.00		3,500.00
ELECTRONIC CITATION FEES	3,247.47		3,500.00		3,500.00
EVIDENCE SEIZED CASH	21,594.07				
STATE FORFEITURES FUND	14,322.00				
FEDERAL FORFEITURES FUND	33,962.24				
DARE ACCOUNT	5,000.00				
COMMUNITY ORIENTED POLICE	13,298.21		10,000.00		5,000.00
GUN RANGE	6,000.00		6,000.00		6,000.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PULL TAB TAX			2,500.00		2,500.00
D.U.I.	7,031.41		12,000.00		12,000.00
COURT DRUG FINES	3,830.61		500.00		500.00
SEX OFFENDER REGIST FUND	5,240.00		2,500.00		2,500.00

ANNUAL BUDGET

STATE TOBACCO GRANTS	14,871.38		5,000.00		5,000.00
SUPERVISION FINES	13,256.53		3,500.00		3,500.00
ELECTRONIC CITATION FEES			3,000.00		3,000.00
EVIDENCE SEIZED CASH	52,188.44				
FEDERAL FORFEITURE FUND	5,247.62		1,992.00		1,992.00
DARE ACCOUNT			930.00		930.00
COMMUNITY ORIENTED POLICE	9,184.44		7,100.00		5,000.00
GUN RANGE	6,047.00		6,675.00		18,045.00



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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
OTHER POLICE GEN.SUPPLIES	15,851.47		14,000.00		14,611.00

BENJAMIN



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.
- ❖ Responsible for billing of water and sewer services.
- ❖ Responsible for the management of the Village's purchasing functions.
- ❖ 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

\$1,382,059

2022/2023 ACCOMPLISHMENTS

FINANCE DEPARTMENT

The Finance Department is charged with these primary responsibilities:

- Maintaining the financial records of the Village
- Providing for the safeguarding of assets
- Responsibility for billing of water and sewer services
- And the Responsibility for the management of the Village's purchasing functions

In reviewing the audited results of operations for fiscal year 2022 and comparing them to the previous year, the value of total Village assets increased 13% or \$25 million; rising to \$212 million from \$187 million. Total revenues also grew from \$57 million in fiscal year 2021 to \$60

million in fiscal year 2022. This increase in revenue was in spite of the residual effects caused by the COVID-19 pandemic, supply chain issues and rapidly increasing inflation. In fact, sales tax revenues, which fueled 23% of total General Fund revenues in fiscal year 2022, were once again up from the previous year. How did this happen? Thanks to steadfast efforts encouraging economic development and having a diverse mixture of sales tax generating businesses such as automobile dealerships, grocery stores and big box home improvement stores. Sales tax revenues have grown by more than 36% since fiscal year 2015 as can be seen below.

<u>Fiscal Year</u>	<u>Sales Tax Revenues</u>
--------------------	---------------------------

2015	\$6,419,508
2016	\$7,119,873
2017	\$7,378,796
2018	\$7,660,811
2019	\$7,720,958
2020	\$7,956,964
2021	\$8,239,102
2022	\$8,754,110

Additionally, in fiscal year 2022, the Village's General Fund finished the year with a fund balance position of \$22.1 million, its highest mark in more than 2 decades; exceeding both the level recommended by the Government Finance Officers Association (GFOA) and the amount established by Village policy.

On August 31, 2021, the Village received the first of two installments of American Rescue Plan Act of 2021 (ARPA) funds. The amount deposited was \$2,285,018.24. The Village Board has pledged this money for water, sewer and Wastewater Treatment Plant infrastructure needs, which is one of the eligible uses for these funds. The second installment of funds was received this past August.

After a two year pause due to the pandemic, Glendale Heights Fest returned, and with it, the primary duties of financial oversight and management which fall upon the Finance Department. Final revenue figures for Glendale Heights Fest 2022 Carnival Revenues (tickets, wristbands, Mega Passes, and Fast Passes) for the five day event totaled \$416,795 or roughly \$26,000 greater than in 2019.

In its role as a support department, Finance coordinated a project with Village Administration and Human Resources, organizing meetings with representatives from the Village's five employee unions and an independent consultant from Wells Fargo Advisory Group. An

analysis of the Village's two 457 deferred compensation plans was presented along with recommendations to consolidate the plans with an objective to reduce plan administrative costs and improve rates of return. Estimates suggest employees will save \$100,000 in fees as a result of the consolidation.

Regarding water billing and consumption statistics, the Village billed 752,409,100 gallons of water in fiscal year 2022, representing a slight decrease from the previous years' billing of 753,248,000 million gallons. This past year around 106 thousand individual water bills were issued from this division, totaling \$11,987,492. We are also expecting the release of an app that residents can download on to their own devices (phone, computer or tablet) to monitor water usage and set alerts. This software due to be launched later this year.

The primary goal and responsibility of the Purchasing division is to obtain the best value possible for the taxpayer's dollar, within the rules and regulations that govern public purchase of goods and services. In a typical fiscal year, Purchasing will issue more than 50 separate bids and contracts, ranging in everything from bulk rock salt used in winter to linens used at the golf course and senior center. The Village strives to purchase at the lowest possible cost, consistent with the needs of the user department. With supply chain issues continuing to pose a challenge, the purchasing staff employed creative options and alternatives to ensure sufficient resources were available for smooth operations throughout the Village.

The Finance department is instrumental in the compilation of the Village's annual budget. The budget establishes management's fiscal plan for the year and is the control tool employed and referenced throughout the year by Village staff. The services, programs, revenues and expenses contained in the budget reflect the methods and use of resources through which staff intends to accomplish the goals and objectives of the President and Board of Trustees. Village Administration and Finance continued a practice first developed in fiscal year 2020 to conduct quarterly reviews of the budget and make adjustments as needed. As circumstances place economic pressure through the potential of an economic recession, the Village will proceed cautiously with forecasting revenues and will closely monitor expenses.

Residents will be pleased to know that the 2022 Village Tax Levy contained no increase from the prior year. Overall, the Village's share of property taxes amounts to slightly more than 10% of the total property tax burden.

On July 5, 2022, the GFOA awarded the Village with a Certificate of Achievement for Excellence in Financial Reporting, for its 2021 Annual Comprehensive Financial Report (ACFR). This is the 39th 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.

On March 8, 2022, the Village was recognized by the Government Finance Officers Association (GFOA) with a Distinguished Budget Presentation Award for its Fiscal Year 2021/2022 budget

document. This marks the 9th consecutive year in which the Village has received this recognition.

Both the Budget and ACFR documents can be found on the Village's website.

The GFOA has established a code of ethics, and as finance officials, we are committed to these core principles:

- Integrity and honesty
- Producing results for our community
- Treating people fairly
- Diversity and inclusion
- Reliability and consistency

2023/2024 GOALS & 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.

- Submit for, and be awarded a Certificate of Excellence from GFOA for the FY 2023 Annual Comprehensive Financial Report.
- Submit for and be awarded a distinguished budget presentation award for the FY 2024 budget.

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

2023 Annual independent audit.

- Obtain an unqualified Single audit opinion.

Goal #3: Complete the transition to Paycom® Payroll and Human Resource application.

- This application is designed to reduce the reliance on manual / redundant systems, ensure security of sensitive data through a centralized collection and storage process.
- Receive training for and implement general ledger data import functionality.
- Receive training for and implement compensation projections (budgeting).

Goal #4: Improve working conditions for Finance Front Counter staff.

- Budget for and complete phased improvements including noise reduction, counter modifications, additional storage space, and new chairs.

Goal #5: Address language barriers for residents seeking to transact Village business.

- Have major forms translated in Spanish.

Goal #6: Initiate a Request for Proposals for auditing services (current engagement agreement expires with the FY 2023 audit).

Goal #7: Establish a clearer line of authority and opportunities for advancement within the department, specifically within the Utility Billing Division.

- Proceed with a partial restructure of staffing in the Department, creating the position of Revenue Manager.

Goal #8: Provide opportunities for employee job enrichment.

- Require that all staff take at least 4 hours of continuing education for their respective primary duties.

Goal#9: Update Insurance Requirements in Bid Documents.

- Continue efforts to establish/update boilerplate insurance requirements for vendors that serve the Village in various capacities.

Goal #10: Initiate a formal search for a new financial management system.

- Obtain cooperative pricing information from preferred solutions provider.

Goal#11: Participate in Beta testing and upon conclusion of testing, launch a roll out of the Neptune 360 application which is being made available for residential use.

Goal #12: Finalize a comprehensive review of Title 9 Village Code, Water and Sewer, and submit for Village Board consideration, in tandem with the Rate Study work being performed by Trotter and Associates.

Goal #13: Explore advantages and disadvantages related to transitioning from Village absorbed credit card charges, and passing these costs to cardholders, thereby potentially realizing a \$183k savings to the Village.

PROPOSED FINANCE BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	699,888.89		677,900.00		706,564.00
OVERTIME PAY	444.85		1,000.00		1,000.00
FICA-EMPLOYER	41,511.05		42,042.00		43,869.00
IMRF-EMPLOYER					56,306.00
MEDICAL-EMPLOYER					119,100.00
TRAINING & SEMINARS	755.00		2,200.00		2,200.00
MEDICARE-EMPLOYER	9,732.23		9,833.00		10,260.00
EMPLOYEE SEVERANCE PAY	18,236.05				
AUDITING	47,325.00		56,315.00		57,015.00
OTHER PROFESSIONAL	20,600.79		23,686.00		17,500.00
PRINTING & BINDING	18,245.35		21,950.00		18,750.00
ADVERTISING	3,963.30		4,000.00		4,000.00
SOFTWARE SUPPORT & MAINT	43,445.15		35,150.00		20,900.00
OFFICE SUPPLIES	1,955.60		2,900.00		2,500.00
COMPUTER SOFTWARE	4,583.50		14,500.00		300,000.00
MISCELLANEOUS SUPPLIES	6,566.73		6,310.00		7,010.00
OFFICE EQUIPMENT					13,000.00
OFFICE EQUIPMENT R & M	3,727.80		4,500.00		
MEMBERSHIP DUES	1,968.00		1,085.00		1,085.00
SUBSCRIPTIONS	83.00				
RECORDING FEES	222.00		1,000.00		1,000.00
PRINCIPAL	462.45		1,423.00		
INTEREST	73.55		185.00		

Finance Department Strategic Goals and Strategies

Short Term Goal – NIU workshop

- Implementation of financial management based software system; work to interface modules universally within the Village organization
- Monitor, strengthen and maintain the Village's financial stability; ensure stable finances by identifying new funding opportunities and diversifying revenue

Village Response

- Funding requested in FY 2024 budget to upgrade from current financial software system 20+ years old
- Explore advantages and disadvantages related to transitioning from Village absorbed credit card charges and passing these costs to cardholders, thereby realizing a \$183 thousand savings to the Village

Finance Department Strategic Goals and Strategies

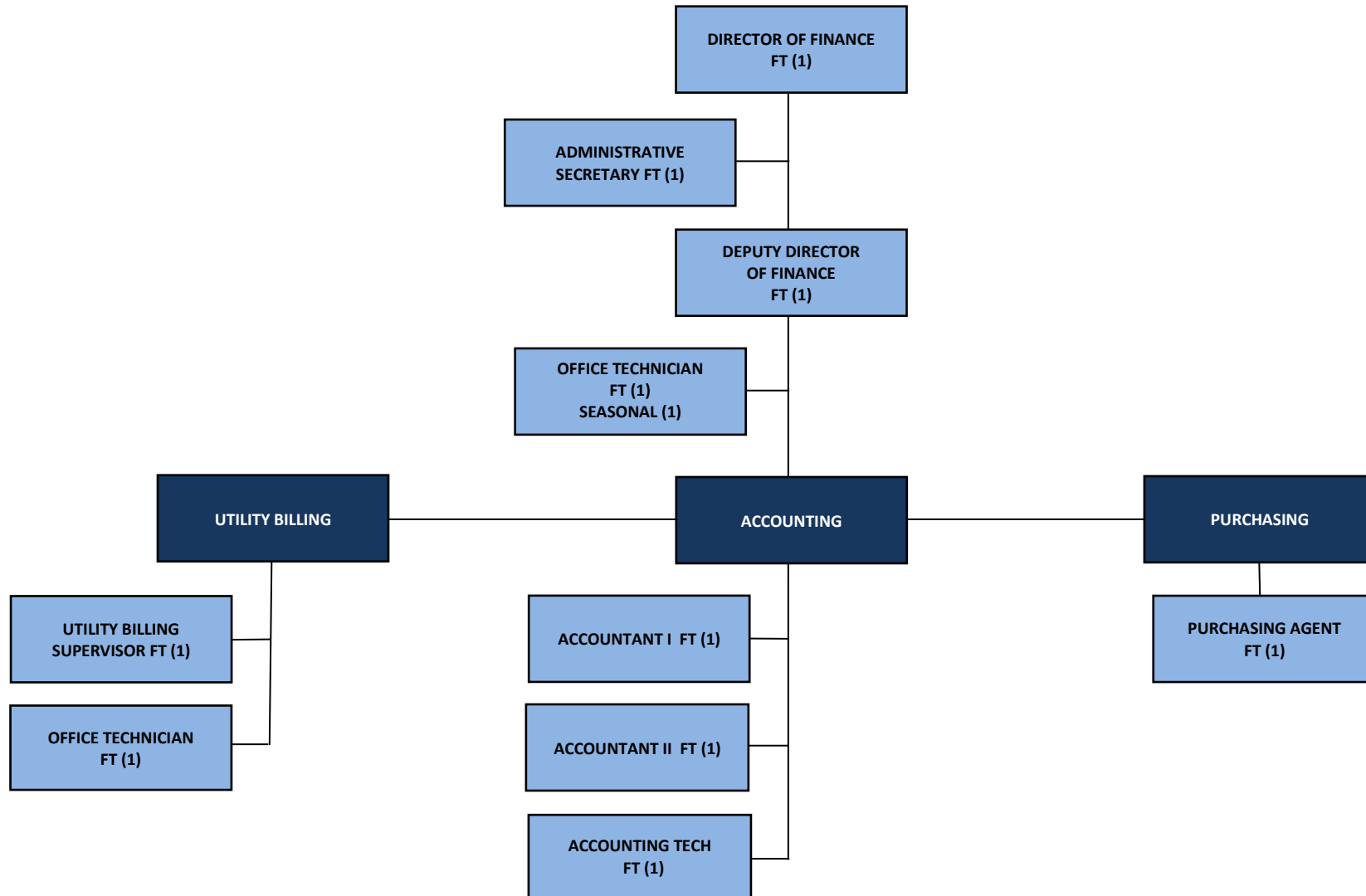
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FY 2023 / 2024
VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE
FINANCE DEPARTMENT



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 authorized: 10 Full-Time and 1 Seasonal

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

\$2,399,007

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 BUDGET
Administration	\$767,149	\$915,653	\$1,531,533
Inspection Services	\$609,887	\$665,751	\$867,474
TOTAL DIVISION	\$1,377,036	\$1,581,404	\$2,399,007

COMMUNITY DEVELOPMENT DEPARTMENT

FY 2022/23 ACCOMPLISHMENTS

The Community Development Department focuses on maintaining and improving property values within the Village by encouraging economic development, evaluating development proposals, issuing business licenses, performing construction oversight, licensing rental property, inspecting property when sold and monitoring property maintenance. Economic development continues to be a priority in 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.

The Community Development Department worked with several developers and businesses in 2022 to open new businesses and construct new developments. The Plan Commission conducted 18 public hearings to consider new businesses. The public had an opportunity to review proposals and participate either in-person or online. The Village Board then made a final determination on each proposal. The Village welcomed 55 new businesses in 2022 that occupied a combined area of approximately 870,095 square feet of existing commercial, industrial, and office space that was vacant. Among the new businesses include; Marcy Laboratories, Crumbl Cookies, Huntington National Bank, Essentials Dental, Pronto's Restaurant, Advance Technical

Services, Delmar International, Fancy Sprinkles, OMG Inc, Elizalde Medspa & Wellness Center and many more.

The Village continues to work to address an area along North Avenue that includes significant outdoor truck storage on unpaved surfaces and other offensive uses that have negatively affected the surrounding neighborhood. As part of these efforts the Department continues to work with local real estate brokers and property owners to promote quality businesses that will further expand the Village's tax base as well as redevelop and beautify the North Avenue corridor in a unified and cohesive manner. In 2022, the recently constructed business park development at 760 E. North Avenue was fully occupied by OMG Inc., which employees up to 30 people and specializes in the manufacturing, distribution and warehousing of Electro-coated metal fasteners, washers plates, tools, plugs, and screws. Similarly, the business park building at 1 E. North Avenue, is now fully occupied with three new businesses including DH Pace Company, Coda Resources, and Delmar International.

In addition to promoting economic development activity, the Community Development 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; is liaison to the Plan Commission and Property Enhancement Committee; processes business licenses, video gaming licenses and entertainment permits; ensures compliance with storm water management requirements, and conducts a variety of other duties.

The Community Development Department reviews and issues new business applications and coordinates the reviews with two Fire Districts, Police Department and Public Works Department. The Department also processed business license renewals for the 515 businesses and 73 home occupations within the Village.

In 2022 the Community Development Department received 2,833 building permit applications for industrial, commercial and residential construction. A vast majority of the building permits are for residents who are making improvements to their homes and increasing property values in their neighborhood. Staff reviewed the permit applications and conducted inspections to verify that work performed complies with national code standards and ensures safe structures. The Department also issued 52 permits to utility companies to conduct work in the public right-of-way.

The Village issued licenses to 1,365 single-family home rental properties and 100 multi-family licenses (which covers 3,761 units in 426 buildings) in 2022. Staff works with property managers, owners and tenants to ensure that the rental units are properly maintained through the licensing and inspection process as well as the crime prevention partnership program. Through this program, the Village provides property owners and tenants a manual and training seminars 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.

The Community Development Department staff also works with residents, developers and contractors to address complaints, provide information and assist with zoning, building and flooding questions. The Department also provided zoning verification letters and floodplain information to property owners upon request. Staff assists residents with flooding problems and minimizing floodplain insurance requirements.

Staff responds to service requests from residents as well as identifies property that is not properly maintained, and contacts owners to request that violations be addressed. Although a majority of property owners address violations, if not addressed, staff issues citations to require that property be properly maintained. Staff also works with management companies and homeowners associations to ensure that common areas and buildings are also maintained.

COMMUNITY DEVELOPMENT DEPARTMENT FY 2023/24 GOALS AND OBJECTIVES

Goal 1: Align the Department

1. Establish a culture prioritizing transparency, collaboration, and customer service.
2. Implement organizational structure changes to promote accountability, professional development, leadership, and succession planning.
3. Refine and redefine roles and tasks to better utilize staff skills and traits.
4. Identify and revise policies and procedures which are no longer appropriate or do not reflect the needs of the community.

Goal 2: Align our Ordinances

1. Evaluate and consider amendment, revision, and/or adoption of the following to the Zoning Ordinance:
 1. Recreational Vehicle, Trailer and Commercial Vehicle
 2. Filming
 3. Electric Vehicle Chargers and Related Infrastructure
 4. Sheds
2. Meet with Bloomingdale and Glenside Fire Protection Districts to consider which 2021 National Building Codes are most suitable for adoption.

Goal 3: Align our Partners

1. Develop a cohesive economic and community development vision by meeting with businesses, developers, Village Officials and other stakeholders to assess their needs and general satisfaction with the Village's business and development environment.
2. Identify and target meaningful development opportunities with the businesses that will offer meaningful and measurable positive impacts to the Village.
3. Identify possible annexation opportunities that will positively impact our infrastructure density and reinforce our tax base.

Goal 4: Embrace Technology

1. Continue to work with internal stakeholders and external agencies to identify, fund and implement technology platforms – such as GIS and Enterprise Resource Planning software – to support our operational needs such as permitting, inspections and code enforcement. The implementation of these platforms will provide the framework for our ability to standardize our workflows and records management across the majority of departmental functions, while reducing the need to rely on institutional knowledge and analog data management practices.
2. Tracking and spatial data management functionalities will further contribute to our ability to critically analyze where our resources are invested, and allow us to consider reinforcement or reallocation of resources to generate the highest-yield returns on our departmental efforts and policies.

Community Development

Short Term Goal-NIU workshop

- Expand and enhance economic development activities and strategies to attract sales tax generating businesses
- Undertake review of Village zoning and building codes (internal or external review)/complete the zoning and code updates to 2021 IC code to bring up to date

Village Response

- Identify and revise policies and procedures which are no longer appropriate or do not reflect the needs of the community

Community Development

Long Term Goals-NIU Workshop

- Continue to work on plans and actions to develop a central business district
- Evaluate/consider strategic acquisitions of desirable properties to enhance economic development in the Village
- Complete zoning code update and implement new codes

Village Response

- Establish a culture prioritizing transparency, collaboration, and customer service
- Implement organizational structure changes to promote accountability, professional development, leadership and succession planning
- Refine and redefine roles and tasks to better utilize staff skills and traits

Community Development Strategic Goals and Strategies

Short Term Goal-NIU workshop

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Village Response

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Community Development Strategic Goals and Strategies

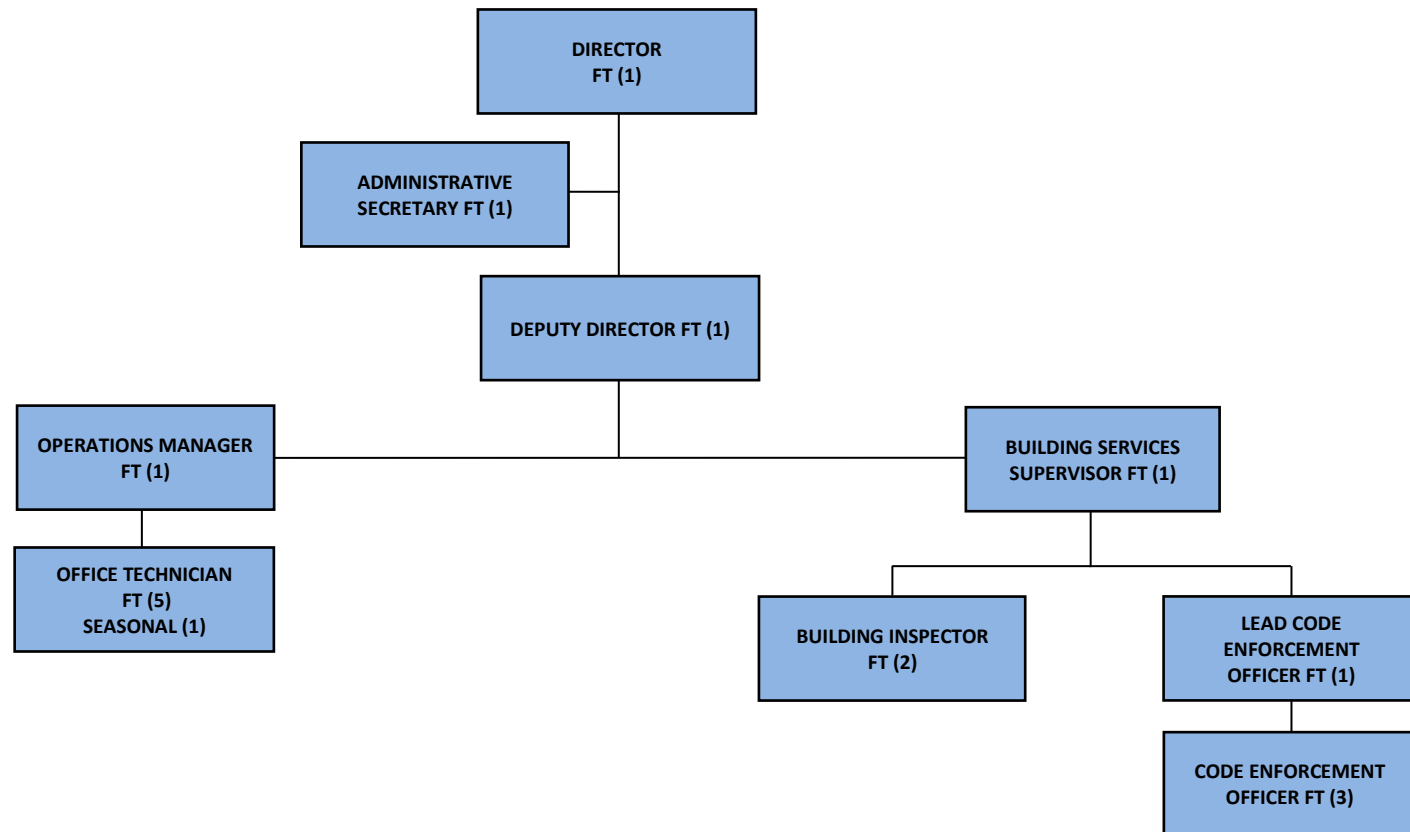
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FY 2023 / 2024
VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE
COMMUNITY DEVELOPMENT



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. Safebuilt Illinois, LLC 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 authorized: 16 Full-Time and 1 Seasonal. 159

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	590,797.69		750,466.00		748,321.00
TEMPORARY HELP	11,628.98		14,902.00		
OVERTIME PAY	5,051.10		6,125.00		10,000.00
FICA-EMPLOYER	36,603.60		47,451.00		47,991.00
IMRF-EMPLOYER					61,393.00
MEDICAL-EMPLOYER					130,000.00
TRAVEL FOR MEETING & CONF					1,670.00
TRAINING & SEMINARS			125.00		5,600.00
MEDICARE - EMPLOYER	8,594.18		11,093.00		11,224.00
PRINTING & BINDING	3,132.06		6,100.00		6,200.00



ANNUAL BUDGET

PUBLICATIONS	664.44		1,042.00		1,000.00
OTHER PURCHASE-SERVICES	13,740.38		41,796.00		440,512.00
OFFICE SUPPLIES	1,300.99		2,157.00		2,000.00
SOFTWARE			96.00		300.00
UNIFORMS/PPE	295.00				600.00
OPERATING SUPPLIES	137.10		1,976.00		950.00
OFFICE EQUIPMENT	163.73		1,294.00		1,250.00
COMPUTER EQUIPMENT	425.78		1,238.00		1,200.00
OPERATING EQUIPMENT			310.00		
LEASES-EQUIPMENTS	3,492.16		4,500.00		4,300.00
VEHICLE LEASE			3,073.00		56,000.00
MEMBERSHIP DUES	1,387.67		750.00		1,022.00
VEHICLES	72,108.01				
PRINCIPAL	15,619.14		19,171.00		
INTEREST	2,006.65		1,988.00		

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	503,743.06		535,723.00		611,637.00
TEMPORARY HELP	12,414.68				
OVERTIME PAY	16,376.03		14,212.00		10,000.00
FICA-EMPLOYER	31,888.15		33,214.00		37,922.00
IMRF-EMPLOYER					47,306.00
MEDICAL-EMPLOYER					97,023.00
TRAVEL FOR MEETING & CONF			144.00		100.00
TRAINING & SEMINARS	2,433.68		5,000.00		5,540.00
MEDICARE - EMPLOYER	7,457.77		7,767.00		8,869.00
LICENSES & CERTIFICATIONS			400.00		2,964.00
OTHER PURCHASE-SERVICES	27,908.23		60,000.00		35,000.00
UNIFORMS/PPE	1,194.00		1,350.00		1,575.00
GAS & FUEL	5,302.38		5,860.00		5,908.00
OPERATING SUPPLIES	436.52		556.00		600.00
OPERATING EQUIPMENT	167.07		550.00		1,900.00
R&M OPERATING EQUIPMENT			400.00		500.00
MEMBERSHIP DUES	565.30		575.00		630.00



ANNUAL BUDGET

PUBLIC WORKS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

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 \$2,927,565

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 BUDGET
Engineering	\$90,736	\$105,902	\$139,660
Administration	\$129,493	\$132,063	\$248,679
Streets	\$1,694,351	\$2,397,411	\$2,083,529
Fleet Maintenance	\$323,838	\$426,039	\$455,697
TOTAL DIVISION	\$2,238,418	\$3,061,415	\$2,927,565

PUBLIC WORKS DEPARTMENT

2023/2024 ACCOMPLISHMENTS

Public Works Department
Streets Division

In 2022 local road infrastructure were improved throughout the Village as part of the In-House Road Program overlaying Blair Lane, Hickory Lane, Timber Lane, Asbury Drive, and John Street. The 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 undertook the repaving of over 4,000 square yards of surface roadway, and the replacement of 150 linear feet of curb and 3,200 square feet of sidewalk.

The Contracted Sidewalk Removal and Replacement Project were undertaken on approximately four (4) streets in the Village. The purpose of the project was to replace structurally damaged and

hazardous sidewalks. Another aspect of the project was to preserve the mature parkway trees, by elevating the replaced sidewalks over the root system of the trees, rather than removing the tree itself. The Village is responsible for approximately 130 miles of sidewalk.

Street Division Staff responded to 22 snow and ice events throughout last year's winter season, plowing and de-icing 76 center lane miles of roadway and 147 courts. The Street Division also responded to 55 separate flood control events including clearing of storm inlets and streams to alleviate standing water on roadways. Additionally, the Division responded to 383 work orders throughout the year and undertaken over 2,908 JULIE Locates for buried utility services.

The Village pursued a grant opportunity for the rehabilitation of West Fullerton Avenue, from Bloomingdale Road to Schmale Road, and was successfully awarded the Surface Transportation Program (STP) Grant through the DuPage Mayors and Managers Conference for federal funding. The STP grant award is in the amount of \$897,687 or a 60/40 percent match share. The overall project total is estimated to be \$1,496,145. This project will consist of asphalt surface rehabilitation of a 4 inch grind and overlay, construction of high visibility crosswalks, curb modifications at the intersection of Fullerton Avenue at Van Meter Street, ADA ramp and sidewalk improvements, and pavement striping.

Street Division pursued a variety of training opportunities including Certified Flagger, CPR and First Aid, Confined Space Entry and Entry Rescue, Public Roads De-Icing, Hazardous Communication Policy, Electrical, and Lock-Out/Tag-Out.

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 2022, the division reviewed over 110 permit applications including engineering drawings and storm water reports.

The Village completed improvements to Klein Creek (aka Hesterman Ditch) between Hesterman Drive and Mill Pond Drive. The Village was successfully awarded a Storm Water Quality Grant from DuPage County Storm Water Management and an IEPA 319 Grant for the project, to help cover construction costs for the project. The total grant monies are approximately \$648,000. This project removed the concrete channel in the creek and restored natural stream function. This includes improvements to ground water infiltration, natural prairie, and riparian habitats on the creek banks and water quality and the planting of 110 trees and shrubs.

The Division provided contract supervision and construction observation for large road projects. One such project was the 2022 MFT Road Program which included the reconstruction of nine streets, at a total cost of approximately \$4.3 million dollars. Streets that were improved this year were

Coventry Circle, Greenbriar Drive, President Street, Arlington Lane, Lincoln Avenue, Cardinal Drive, Hesterman Drive, Charles Drive, and Devon Avenue.

The Village's contractor continues to maintain vegetation in the East Branch DuPage River Tributary 1 Streambank Stabilization project. Invasive species were removed and native plants were added to create a healthy and sustainable streambank area. Besides offering stabilization to the creek, the vegetation improved the habitat for wildlife and filters pollutants from the water. The overall creek improvements included streambank stabilization, dredging, vegetation management of invasive species, and the planting of new trees and shrubs. The project is now in the phase of planting and managing native species, which will continue for a total of five years. This project previously received \$400k in Community Development Block Grant (CDBG) funds.

The Department was awarded assistance on bicycle and pedestrian feasibility study in the Village from the Chicago Metropolitan Agency for Planning (CMAP). CMAP will provide technical consultants to prepare a Bicycle and Pedestrian Plan. This could lead to further projects to create bike routes in the Village and potentially connect to regional bike routes.

The Division is working on numerous projects to improve the Village's Storm Sewer System. The Village's contractor has completed the replacement of 330 feet of Corrugated Metal Pipe with Reinforced Concrete Pipe under Lincoln Ave. Work has begun on Jacobsen Avenue Sewer Lining Project. The project consists of installing 1,260 lineal feet of pipe lining in the existing storm sewers. The project has a completion date of March 15th, 2023. Engineering is currently in the process of designing improvements to mitigate flooding in the Pearl Avenue/ James Court area. The Village was awarded a DuPage County American Rescue Plan Storm Water Grant for the sum of \$252,419. Construction is expected to start sometime in 2023

Planning has started for the 2023 Road Program. The Village has budgeted 4.5 million dollars for next year's road program, of which 1.7 million will come from MFT funds and is currently in Design. Wastewater Treatment Plant (WWTP)

The Village's Wastewater Treatment Plant (WWTP) processed over 1.2 billion gallons of wastewater this year within IEPA guidelines and regulations.

The Wastewater Treatment Plant completed an industrial user inventory as part of a condition of its IEPA Discharge Permit. The information provide from this inventory will ensure that all local businesses follow federal and local regulations when discharging wastewater into the Village's collection system. The inventory also provides the mechanism for the Village to establish best management practices in processing conventional and industrial discharges into the wastewater stream.

The WWTP was successful in passing the annual Discharge Monitoring Report Quality Assurance Testing (DMRQA) as required by the IEPA. This testing ensures Village laboratory procedures and methods meet or exceed the standards set forth by the EPA.

The EPA requires that a certified Operator oversees the wastewater treatment plant. There are four levels of certification in Illinois. The Village's Wastewater Treatment Plant requires the highest level of certification being a Class 1. The Village has successfully trained staff and currently there are three Class 1 operators on site, as well as one Class 4 operator. Concentric Integration, LLC, undertook improvements to the Supervisory Control and Data Acquisition System (SCADA). This includes improvements and upgrades to the servers and software for the entire system..

Capital Improvements continue at the Wastewater Treatment Plant with the rehabilitation to Digester #2 this project began August of 2021. One aspect of this project included the rehabilitation of the sludge conveyance system with the addition of a new sludge pump and screw conveyor. This portion of the project is being funded by a DCEO grant that the Village was successful in receiving in 2019 for an amount of 350k. This project will improve plant efficiency in producing better solids processing as well as allowing for additional capacity for Nutrient Removal.

In addition, a new capital project is out for bid which will improve processes at the facility for removing phosphorus. The newly issued IEPA Permit for the facility requires the removal of this limit down to 1 part per million into the receiving stream. This project is being undertaken to achieve this limit and is expected to be completed by September 2024.

Through its membership in the DuPage River Salt Creek Workgroup (DRSCW), the Village participates in the implementation of a chloride reduction program to improving local stream water quality. Additionally, the DRSCW is preparing a Nutrient Implementation Plan for the Village and other Municipal members which will identify measures and projects to reduce offensive condition impairments and meet applicable dissolved oxygen criteria. This is also a requirement of the Village's IEPA Permit and will assist the IEPA in determining future discharge limits that will be achievable for treatment facilities.

Fleets Division

Over the last few years Fleets Division has made changes to its heavy truck purchases. We are now purchasing Peterbilt trucks with stainless steel salt spreaders and dump bodies. These upgrades will allow the Village to utilize these vehicles for at least 12 to 15 years with a longer life expectancy in the overall Fleet. The trucks have been in service for a few seasons now and are performing well. The Division will continue to service and repair over 350 vehicles and pieces of equipment serving the Police, Community Development, Public Works, Parks & Rec, Facilities and lastly the golf course. In house repairs and maintenance allows for a quick turn around and lower costs made possible by our three highly trained mechanics. Recently we have made two new purchases. These new purchases have replaced two 14 year old trucks. Utilities truck # 649, a 2022 F250. As well as Streets Divisions Truck #570, also a 2022 F250.

Utilities Division

The Village's Water infrastructure was improved in 2022 with the replacement of approximately 2,400 feet of water main on Glengary Drive, Windsor Lane and Chapman Court. This project was partially funded through a DuPage County Community Development Block Grant (CDBG) with a \$400,000 grant. This project included the upsizing of water main from 8" to 10" to improve fire



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flows in the area and added new main line valves and fire hydrants. Also completed this year was the installation of approximately 350 feet of 6" water main on 2nd Place east of Victoria Lane. This water main extension was installed by the Utilities Division staff. The cost of these two infrastructure improvements to the Village Water Distribution system was approximately \$1,000,000.

The Water Meter Replacement Project completed last year has successfully decreased the unaccounted for water loss annually permitted by the Illinois Department of Natural Resources (IDNR). Since the completion of this project and the annual leak detection survey together with the portable leak detection system, Village water loss has decreased from 9.4% to 6.4% in Water Year 2021.

As of this year, four of the six Village water distribution storage tanks are currently on an annual maintenance program with Veolia North America. This company provides annual inspections and maintenance repairs (internal and external) to the water storage tanks. Scheduled for FY24, a fifth water storage tank will be placed on this maintenance program to continue to provide annual maintenance and help improve water quality Village wide.

Utilities Division staff continued to perform maintenance to the public water infrastructure system by responding to 26 water main breaks, 8 fire hydrant replacements/repairs, 37 b-box repairs, and 21 main line valve repairs. In-house projects and maintenance to the water system continued with the flushing of 667 fire hydrants, 2,597 utility locates and 413 work orders completed by staff. Additionally, Illinois Environmental Protection Agency (IEPA) mandated water sampling was completed and I am pleased to report that all 557 IEPA samples resulted in no violations or water quality issues.

The annual water distribution leak detection survey was undertaken by Water Services Incorporated. The survey identified 10 leaks identified as fire hydrant leaks. Utilities Division staff repaired or rectified all reported leaks. Additionally, a portable leak detection system is deployed in the older section of the distribution system. This system has alerted the Utilities Division to leaks either in the water mains or leaking fire hydrants.

Preventative maintenance to the Village's sanitary sewer collection system continued with the jetting of 113,794 feet (21.5 miles) of public sewer mains. Also, annual root cutting and de-greasing programs were undertaken. The Mill Pond Lift station Retrofit Project is being designed this year and will be out to bid for construction in spring of 2023. Additionally, the North Avenue Catchment Area I&I Manhole Repairs is being designed and will be out to bid for construction in spring of 2023. This will significantly decrease groundwater entering into the sanitary sewer system.

ENGINEERING DIVISION GOALS & OBJECTIVES

Goal #1: Participate in Conferences and Training Programs to add new skills and to learn of any new fiscal opportunities for the Village.

- ❖ Attend Training Sessions to receive and maintain licenses and accreditations
 - Assistant Village Engineer will attend monthly Municipal Engineer Group meetings.
 - Attend IAFSM Conference to maintain CFM (Certified Floodplain Manager) accreditation.
 - Attend the Transportation Technical Committee meetings to learn of new fiscal opportunities for the Village.
 - Attend various training classes to receive continuing education and professional development hours to maintain professional engineering license.
 - Pursue STP funding for FAU streets in the Village
 - Become Proficient in AutoCAD and research training opportunities

Goal # 2: 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 on publicly owned property.
 - Develop a five year Capital Improvement Plan to address public owned property flooding incidents, including in-house projects/repairs.
- ❖ 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.

Goal # 3: Ensure The Village is compliant with the IEPA NPDES Permit

- ❖ Ensure that Village Contractors are following the Stormwater Pollution Prevention Plan
 - Verify the completion of the weekly Stormwater Construction Site Inspection Report

FLEETS DIVISION

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

- ❖ Ensure standard operating procedures and best management practices are implemented and in place for all operations in the Fleets Division by:
 - Ensure monthly/annual safety checks of internal equipment and procedures are undertaken and documented.
 - Divisional safety rep will hold monthly training meetings.
 - Divisional employee shall be on all accident review panels in public works
- ❖ Provide an efficient Fleet that is safe and in good operational condition to support other departments and divisions by:
 - Repetitive, returned vehicles shall be investigated and resolved by Lead Mechanic on occurrences of 2 or more within a 14 day period.
 - Assist other Divisions with new purchases including specifications and installation of equipment.
 - Continue to develop staff skills and knowledge with available training and ASE certifications to improve efficiency.

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.

- Continue to utilize the checklist of all equipment with categories of excellent, good, fair or poor.
- Continue to assign one staff member to perform a weekly inspection of Fleets Division owned tools and equipment to include condition.
- Prioritize repairs and replacement of equipment. Replacement Jack and Porto Jack is budgeted for FY24
- Purchase new auto and light truck scan tool and software. This scan tool will be purchased in FY24.

Goal #3: Develop policies and procedures to improve fiscal responsibility by all Fleets employees.

- ❖ Execute the annual budget responsibly by:
 - Secure multiple pricing on parts and inventory to ensure competitive pricing.
 - Perform an annual self-audit of the Divisions inventory in a rotating manner with staff and submit a report to Finance.
- ❖ Recycle and lower carbon footprints while controlling costs by:
 - Continue to extend time between oil & fluid changes.
 - Continue to recycle antifreeze, batteries, engine oil, brake fluid, hydro fluid, and steel.

Fleets have ensured that staff have been trained on standard operating procedures and best management practices for all operations in the Fleets Division including monthly safety meetings.

Fleets Division has reviewed the accident records for the last 4 years and ensured best management practices and standard operating procedures have been followed.

Fleets Division has provided an efficient fleet that is safe and in good working order for other departments and divisions. Staff has provided and maintained all necessary safety equipment on board vehicles, including up to date first aid kits and fire extinguishers.

Fleets Division has involved all staff members on projects to ensure staff are kept current with training and understand all assignments undertaken in the division.

Ensure all tools and equipment are in good working order, kept current and up to date, and a program of replacement is developed. Fleets continues to involve all staff members on projects, break down tasks and assignments for staff to accomplish.

STREETS DIVISION GOALS & OBJECTIVES FY-24

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

- ❖ Improve Pedestrian Safety throughout the Village.
 - Install Flashing Crosswalk signs, activated by pedestrians at Camera Park main entrance in FY24.
 - Identify remedial sidewalk work and update GIS to track and record conditions. Implement newly created comprehensive sidewalk checklist to have data integrated into GIS with new purchased I-Pads in FY24.
 - Convert historic sidewalk data into GIS.
 - Review and contract annual sidewalk program.
 - Contribute to the Bike & Pedestrian Plan as part of the Steering Committee with CMAP in FY24.
- ❖ Improve Street Lighting in the Village.
 - Review existing lighting plan and integrate into GIS with field verification of deficiencies to identify new projects.
 - Continue working with Com-Ed to install a new streetlight at 130 W Fullerton Avenue to provide better lighting for an area of poor street lighting as part of STP for West Fullerton Avenue.
 - Install additional street lighting at 177, 137, and 101 Mill Pond Drive in FY24.

❖ Improve and Maintain Village Streets.

- Utilize the 10 year Pavement Analysis Report developed by IMS in FY23 to review and plan MFT and In-House Road Projects.
- Undertake annual In-House survey of existing pavement conditions for remedial temporary and permanent asphalt repairs, utilizing the Pavement Analysis Report (IMS).
- Develop an Inspection and Repair form for Class D Patches to be implemented into GIS.

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.
 - Street Division Manager will collaborate with the Assistant Village Engineer to develop a five year Capital Improvement Plan to address public owned property flooding incidents, including in-house projects/repairs.

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

- ❖ Improve efficiency and maximize financial opportunities with in the Streets Division by.
 - Pursue Grant Opportunities for Village streets. Review available streets to be part of grants from FAU, STP, CMAP, and American Rescue Plan Act (ARPA) and work with CBBEL with applications.
 - Purchase two new I-Pads to collect data on Street Division assets (Sidewalks, Signs, Pavement Markings, etc...) to implement into GIS for future projects.

UTILITIES DIVISION GOALS & OBJECTIVES

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 by:
 - Undertake design of President and Stevenson Lift Station rehabilitation in FY24
 - Televised sewer videos from remaining Millpond catchment areas to be linked to new GIS
 - Millpond catchment area will be analyzed by CBBEL for defects to be repaired
- ❖ Identify and repair structural defects to the Village's water distribution system by:

- Replacement and upsize of water main on East Jill Ct. and Marilyn Ave. with CDBG/Village funds FY24
- Design replacement and upsizing of water main on Cambridge Ln. and Westchester Dr. FY24
- Update GIS with all water main break locations FY24

Goal #2: Improve service delivery across all areas of Utilities Division Operations.

- ❖ Implement new regulations as required by the USEPA and IEPA regarding new Unregulated Contaminant Monitoring Rule (UCMR 5) sampling by:
 - Ensure all UCMR 5 sampling is undertaken at the approved location per IEPA sample demand request and data submitted to the USEPA via the CDX website
 - Complete lead and copper sampling in 2023 as required, and inform individual residents of lead level results exceeding 15 ppb if needed
 - Review and submit water service material inventory to USEPA by April 15, 2023
- ❖ Maintain water quality and flow through the installation of mechanical mixing in the water towers and capital projects by:
 - Rehabilitation of Burdette West Elevated Water Tower and installation of potable water mixers to improve water quality
 - Rehabilitate Windy Point metering station in FY25
- ❖ Minimize interruptions and improve services to customers by:
 - Ensure monthly IEPA sampling is undertaken and submitted
 - Communicate with Fire Departments to ensure adequate flows for local businesses
 - Replace in FY24 old style fire hydrants to improve firefighting operations
- ❖ Proactively address ad-hoc services throughout the Village pertaining to water and sewer infrastructure by:
 - Undertake in FY24 additional water valve installations in order to reduce customer water outages during water infrastructure repairs
 - Replacement in FY24 of 2 - port fire hydrants in the water distribution system
 - The Utilities locator crew member will identify defective water system ancillaries for repair

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

- ❖ Review and implement recommendations from the Water & Sewer Rate Study in FY 24 by:
 - Form a Water & Sewer Rate Implementation committee
 - Establish new rates for Board approval by May 2024
- ❖ Work Towards Finalizing New DuPage Water Commission Contract with Village by:
 - Attending meetings at DuPage Water Commission commencing in FY24

WWTP Division Goals and Objectives

Goal #1: Provide efficient wastewater services in a manner which protects the public's health, safety and welfare

- Evaluate and pursue projects/recommendations from Energy Efficiency Study.
- Phosphorus Removal Project construction to improve WWTP Nutrient removal performance and conform to the NPDES Permit.
- Undertake construction of the fine screens rehab project which was awarded in FY23.
- Construction of UV disinfection to eliminate gas chlorine in FY24.
- Design of Primary Clarifiers per Facility Plan.

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

- ❖ Control odors emanating from the Treatment Plant by:
 - Patrol the area for odors on a daily basis.
 - Analyze the operations of both digesters and sludge conveyance system daily, and make adjustments as necessary to negate upsets.
 - Ensure reliable supplies of odor reducing chemicals are in stock or available for use.
 - Negotiated new contract with Stewart Spreading and will monitor performance in FY24.
- ❖ Ensure all Equipment is correctly maintained and serviced in a timely manner by:
 - New assets and contact information for procurement to be entered into Allmax database.

- Daily work orders to be issued to staff to undertake maintenance/repairs.

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

- ❖ Investigate potential programs for funding by:
 - Pursue energy grants from energy efficiency study.
 - Pursue low interest IEPA loans for UV and Primary Clarifiers projects.
 - Pursue DCEO grant opportunities for sludge processing.
- ❖ Reduce the environmental impact of the Village's wastewater system upon land and water resources by:
 - Review and analyze chloride reduction plan in the Village.
 - Finalize Metals Study to mitigate zinc requirement in NPDES Permit and submit to IEPA.
 - Implementation of UV will eliminate the need to use chlorine in the waste stream under normal conditions.
 - Ensure businesses conform to the Village's Local Limits and USEPA categorical limits to mitigate pollutants at source.

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

- ❖ Compliance with the Special Conditions in the Villages Discharge Permit:
 - Reduce or eliminate the limit for zinc as a result of the Metals Translator Study Findings.
- ❖ Compliance with IEPA NPDES Permit by:
 - Completing Local Limits Study and amend Sewer Use Ordinance.
 - Completing Commercial/Industrial survey inventory for USEPA.

Public Works Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Improve street maintenance
- Improve sidewalk maintenance

Village Response

- Utilize the 10 year payment analysis report developed by IMS to review and plan MFT and in-house road projects
- Increased annual road program funding to \$4.5 million
- Increased annual sidewalk program funding to \$260 thousand

Public Works Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Maintain high quality water and sewer infrastructure

Village Response

- Evaluate and pursue projects/recommendations from Energy Efficiency Study
- Undertake Phosphorus Removal Project construction to improve Waste Water Treatment Plant Nutrient removal performance and conform to the NPDES Permit
- Undertake construction of fine screens rehabilitation project
- Construct UV disinfection system
- Design Primary Clarifiers as per Facility Plan

Public Works Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Improve street maintenance
- Improve sidewalk maintenance

Village Response

- Utilize the 10 year payment analysis report developed by IMS to review and plan MFT and in-house road projects
- Increased annual road program funding to \$4.5 million
- Increased annual sidewalk program funding to \$260 thousand

Public Works Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Maintain high quality water and sewer infrastructure

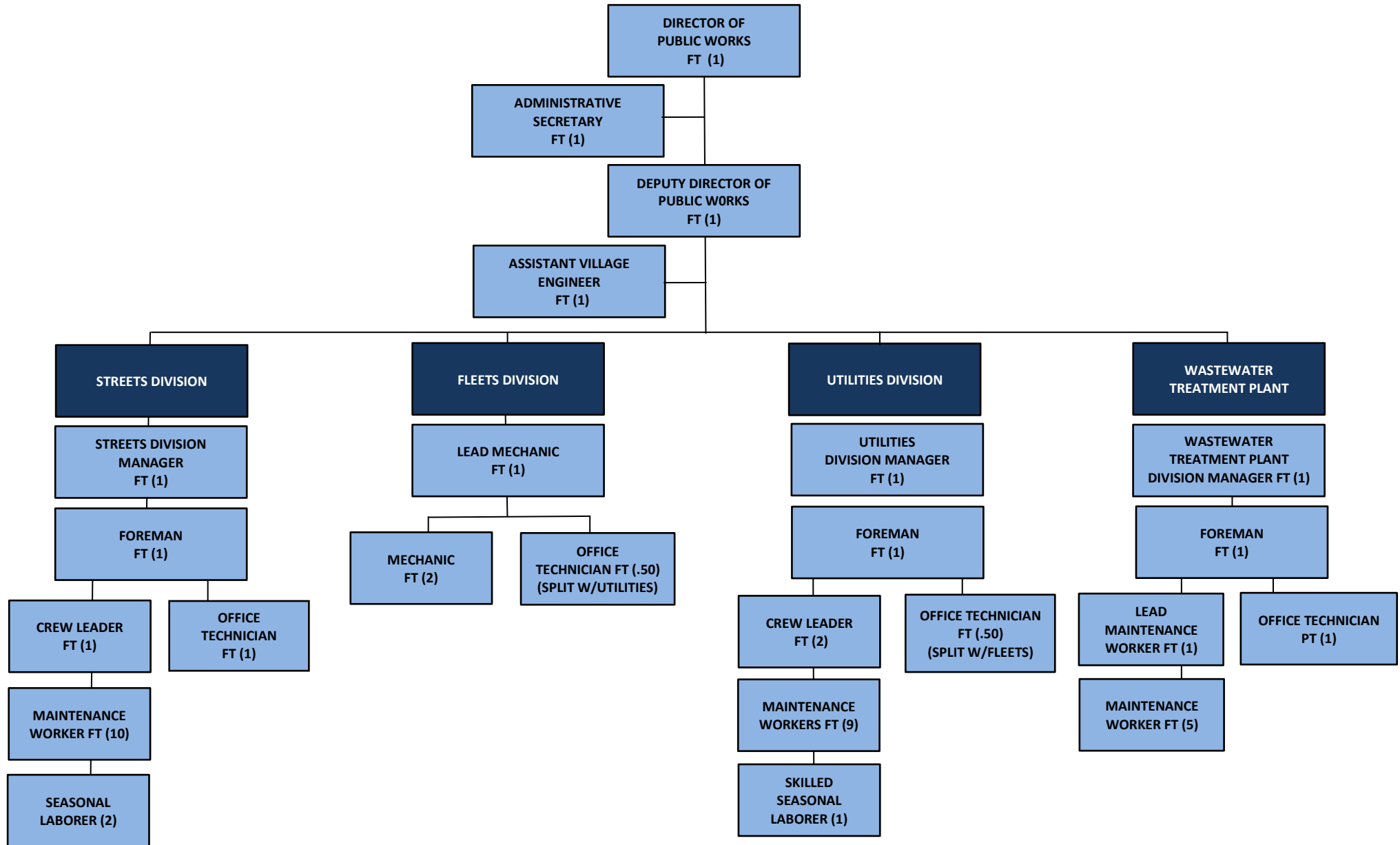
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- Evaluate and pursue projects/recommendations from Energy Efficiency Study
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- Undertake construction of fine screens rehabilitation project
- Construct UV disinfection system
- Design Primary Clarifiers as per Facility Plan

FY 2023 / 2024

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

PUBLIC WORKS



The department of Public Works is organized into six divisions: Administration, Street, Utilities, Fleets, Engineering and Wastewater Treatment Plant. 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 authorized: 43 Full-Time, 1 Part-Time, and 3 Seasonal.

PUBLIC WORKS: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Works Department provides services to 33,176 residents, eight industrial parks, and various commercial enterprises in six 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	116,479.10		115,105.00		182,468.00
FICA-EMPLOYER	6,677.66		7,137.00		11,313.00
IMRF-EMPLOYER					14,670.00
MEDICAL-EMPLOYER					29,657.00
TRAVEL FOR MEETING & CONF	341.85		500.00		500.00
TRAINING & SEMINARS					500.00
MEDICARE - EMPLOYER	1,643.35		1,699.00		2,646.00
PRINTING & BINDING			100.00		100.00
OFFICE SUPPLIES	497.83		500.00		500.00
UNIFORMS			500.00		1,000.00
GAS & FUEL	1,177.40		1,000.00		600.00
OFFICE EQUIPMENT	199.99				
LEASES-EQUIPMENTS	1,631.89		3,600.00		3,600.00
MEMBERSHIP DUES	417.86		625.00		1,125.00
PRINCIPAL	368.02		1,148.00		
INTEREST	58.53		149.00		

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 Illinois Environmental Protection Agency (IEPA) Storm water National Pollutant Discharge Elimination System (NPDES) MS4 Permit remains in compliance.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	81,661.29		94,986.00		111,915.00
FICA-EMPLOYER	5,339.25		5,889.00		6,939.00
IMRF-EMPLOYER					4,106.00
MEDICAL-EMPLOYER					10,227.00
TRAVEL FOR MEETING & CONF			500.00		500.00
TRAINING & SEMINARS	188.95		500.00		500.00
MEDICARE - EMPLOYER	1,248.79		1,377.00		1,623.00
LICENSES & CERTIFICATIONS					400.00
SOFTWARE SUPPORT/MAINT	400.00		500.00		
OTHER PURCHASE-SERVICES					1,000.00
OFFICE SUPPLIES	269.24		650.00		350.00
UNIFORMS/PPE	198.44		200.00		600.00
GAS & FUEL	505.78		400.00		400.00
OPERATING SUPPLIES	104.93		200.00		400.00
MEMBERSHIP DUES	819.67		700.00		700.00

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	1,096,534.82		1,143,631.00		1,171,202.00
TEMPORARY HELP			20,188.00		27,200.00
OVERTIME PAY	47,160.37		60,000.00		50,000.00
FICA-EMPLOYER	69,673.90		76,212.00		77,401.00
IMRF-EMPLOYER					90,325.00
MEDICAL-EMPLOYER					275,879.00
TRAINING & SEMINARS	1,410.57		4,500.00		4,000.00
MEDICARE - EMPLOYER	16,294.69		17,824.00		18,102.00
EMPLOYEE SEVERANCE PAY	26,485.71				
ENGINEERING			1,000.00		500.00
DEBRIS REMOVAL	33,849.18		40,000.00		40,000.00
CURB-CUT PROGRAM	5,509.00		8,000.00		5,000.00
CONTRACTUAL SERVICES	1,801.77		2,200.00		2,000.00
OFFICE SUPPLIES	75.18		900.00		2,000.00
LANDSCAPING SUPPLIES	736.83		2,500.00		2,500.00
UNIFORMS/PPE	3,356.49		5,000.00		6,700.00
GAS & FUEL	49,938.39		45,100.00		45,000.00
OPERATING SUPPLIES	2,403.92		3,000.00		3,000.00
CELLULAR PHONE	374.50		500.00		3,120.00
ELECTRICITY	63,173.97		65,000.00		64,000.00
EQUIPMENT RENTAL	556.78		600.00		12,600.00
PUBLIC WORKS-STREET DIV.	11,016.81		10,000.00		8,000.00
STREET SIGNS/LIGHTS MAINT	24,848.35		53,000.00		60,000.00
STREET MAINT. & REPAIRS	27,211.43		40,000.00		35,000.00
GROUPS MAINTENANCE	16,077.00		75,000.00		50,000.00
STORMWATER MAINTENANCE					30,000.00
PUBLIC WORKS	195,861.00		723,256.00		

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 on approximately 314 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	215,863.63		228,638.00		238,588.00
TEMPORARY HELP					
OVERTIME PAY	640.04		3,000.00		3,000.00
FICA-EMPLOYER	12,677.04		14,362.00		14,978.00
IMRF-EMPLOYER					16,739.00
MEDICAL-EMPLOYER					51,733.00
TRAINING & SEMINARS	581.00		1,500.00		3,000.00
MEDICARE - EMPLOYER	2,964.80		3,359.00		3,503.00
SOFTWARE SUPPORT & MAINT	3,753.50		3,800.00		4,100.00
OFFICE SUPPLIES	17.15		100.00		100.00
UNIFORMS	554.25		1,450.00		2,000.00
CHEMICALS	940.10		1,000.00		1,000.00
SENIOR CENTER	205.53		1,500.00		1,200.00
REPAIR SUPPLIES POLICE	19,970.33		22,000.00		23,000.00
REPAIR SUPPLIES-P/R/F	18,877.16		24,000.00		22,000.00
REPAIR SUPPLIES STREETS	28,754.47		82,000.00		40,000.00

REPAIR SUPPLIES FLEETS	661.93		1,500.00		1,000.00
REPAIR SUPPLIES ESDA	656.76		1,000.00		800.00
REPAIR SUPPLIES COM DEV	656.22		1,500.00		1,300.00
REPAIR SUPPLIES ADMIN	1,145.23		1,000.00		1,500.00
REPAIR SUPPLIES PS ADMIN	417.15		700.00		800.00
GAS & FUEL	554.37		800.00		500.00
REPAIR SUPPLIES-GOLF	1,322.91		800.00		1,000.00
MISC. INVENTORY SUPPLIES	2,963.09		3,200.00		3,000.00
OPERATING SUPPLIES	5,967.66		6,000.00		6,000.00
FLEET MAINTENANCE	170.00		13,800.00		7,406.00
OFFICE EQUIPMENT	852.63		1,500.00		
LEASES-EQUIPMENTS	1,566.09		1,500.00		1,500.00
PUBLIC WORKS-FLEET MAINT	1,074.76		4,000.00		3,500.00
MEMBERSHIP DUES	30.00		30.00		50.00

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

\$3,117,580

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 BUDGET
Parks & Grounds	\$1,178,450	\$1,205,593	\$1,368,924
Forestry Operation	\$75,751	\$107,000	\$176,855
Building Maintenance	\$893,889	\$1,073,572	\$1,571,801
TOTAL DIVISION	\$2,148,090	\$2,386,165	\$3,117,580

2022/2023 ACCOMPLISHMENTS

PARKS DEPARTMENT

On July 21, 2022 the grand reopening of Camera Park took place with the public having the opportunity to check out the new playground area, fitness equipment, challenge cours, educational components, Frisbee golf, and lighting. Nearly 1000 people showed up during the event for hot dogs, ice cream, chips, water and music to kick off the opening. A month later, the complete park opened when the splash pad was turned on. The splash pad remained open through September for kids to cool down and enjoy the many water features. In 2023 we look forward to everyone checking out the Park.

In addition to the Camera Park reopening, there were a number of park parties and events held throughout the park system. If you are looking to host a family gathering or party, this summer consider one of the local parks and the many shelters throughout the community for your event.

2023/2024 GOALS & OBJECTIVES

Parks

Goal #1: *Improve efficiency of Parks employees throughout the day*

- ❖ Implement new and more efficient morning and end of day procedures
- ❖ Implement new procedures on equipment use
- ❖ Implement new planning with daily, weekly and monthly maintenance work

Goal #2: *Enhance park facilities*

- ❖ Use survey results to add park features that residents are looking for
- ❖ Work on beautification and detail work in parks to make them more attractive

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. In winter season, the Division assists with snow and ice removal at the Village complex. The Division supplements its own forces with private contractors for tree removal and grounds maintenance and landscaping efforts.

PROPOSED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	796,729.77		723,028.00		678,555.00
TEMPORARY HELP	2,172.00		24,204.00		32,400.00
OVERTIME PAY	18,288.40		30,000.00		30,000.00
FICA-EMPLOYER	48,725.21		48,189.00		45,939.00
IMRF-EMPLOYER					56,968.00
MEDICAL-EMPLOYER					148,783.00
TRAVEL FOR MEETING & CONF			50.00		50.00
TRAINING & SEMINARS	191.64		3,438.00		500.00
MEDICARE-EMPLOYER	11,395.27		11,269.00		10,744.00
LICENSES & CERTIFICATIONS			2,250.00		2,400.00
DEBRIS REMOVAL			500.00		500.00
ADOPT A STREET PROGRAM			25.00		25.00
OTHER PROPERTY SERVICES	43,414.25		46,000.00		46,000.00
SOFTWARE SUPPORT & MAINT	3,780.00		3,880.00		4,000.00
OTHER PURCHASE-SERVICES	78,288.00		106,230.00		109,600.00
OFFICE SUPPLIES	51.14		250.00		250.00
TOPDRESSING SOIL	2,241.00		3,000.00		3,000.00
GRAVEL AND SAND	157.29		500.00		1,000.00
LANDSCAPING SUPPLIES	5,862.27		11,398.00		10,000.00
FERTILIZER	4,846.58		5,000.00		6,200.00
UNIFORMS	3,912.25		5,200.00		3,500.00
GAS & FUEL	31,301.85		35,000.00		30,000.00
OPERATING SUPPLIES	29,584.42		26,500.00		33,000.00
PARKS & GROUNDS EQUIPMENT	9,473.19		8,756.00		6,200.00

OPERATING EQUIPMENT	1,983.72		1,500.00		3,500.00
PAGER					
CELLULAR PHONE					
ELECTRICITY	28,846.27		30,000.00		30,000.00
LEASES-EQUIPMENTS	715.16		900.00		34,100.00
RENTALS-EQUIPMENTS	14,248.75		9,250.00		10,000.00
R&M OPERATING EQUIPMENT	41.06		500.00		500.00
R&M PARKS & GROUND OP EQP	1,662.10		2,600.00		3,000.00
R&M PARKS & GROUNDS	13,610.34		28,350.00		27,600.00
MEMBERSHIP DUES			610.00		610.00
VEHICLES			37,000.00		
PARKS AND GROUNDS	26,855.97				
PRINCIPAL	62.12		191.00		
INTEREST	9.88		25.00		

Camera Park, Your One Stop Shop for Summer Fun!

101 E. Fullerton Avenue

Amenities

- ADA accessible playground
- Splash pad
- Fitness station
- Challenge course
- 9 Hole disc golf course
- Restrooms
- Skate park
- Basketball Court
- Lighted Soccer field
- Lighted Ball field
- Lighted Cricket field
- Cricket field (3)
- Picnic shelters (2)
- Gazebo
- Walking path
- Pet waste stations
- Nature areas
- Open space

Splash Pad Hours
9:00 am - 7:00 pm daily
5/27 - 9/4

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. In FY 2015, the Village dedicated \$576,100 towards fully eradicating the EAB problem. Going forward, the Village has pledged to allocate resources as they are available to plant new trees.

PROPOSED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TREE REMOVAL/REPLACEMENT	73,167.02		104,800.00		173,800.00
OTHER PURCHASE-SERVICES	72.48		500.00		1,355.00
UNIFORMS PPE	377.86		500.00		500.00
PARKS & GROUNDS TOOLS	1,369.27		500.00		500.00
MEMBERSHIP DUES	763.93		700.00		700.00



LEISURE SERVICES FUND

FUND DESCRIPTION

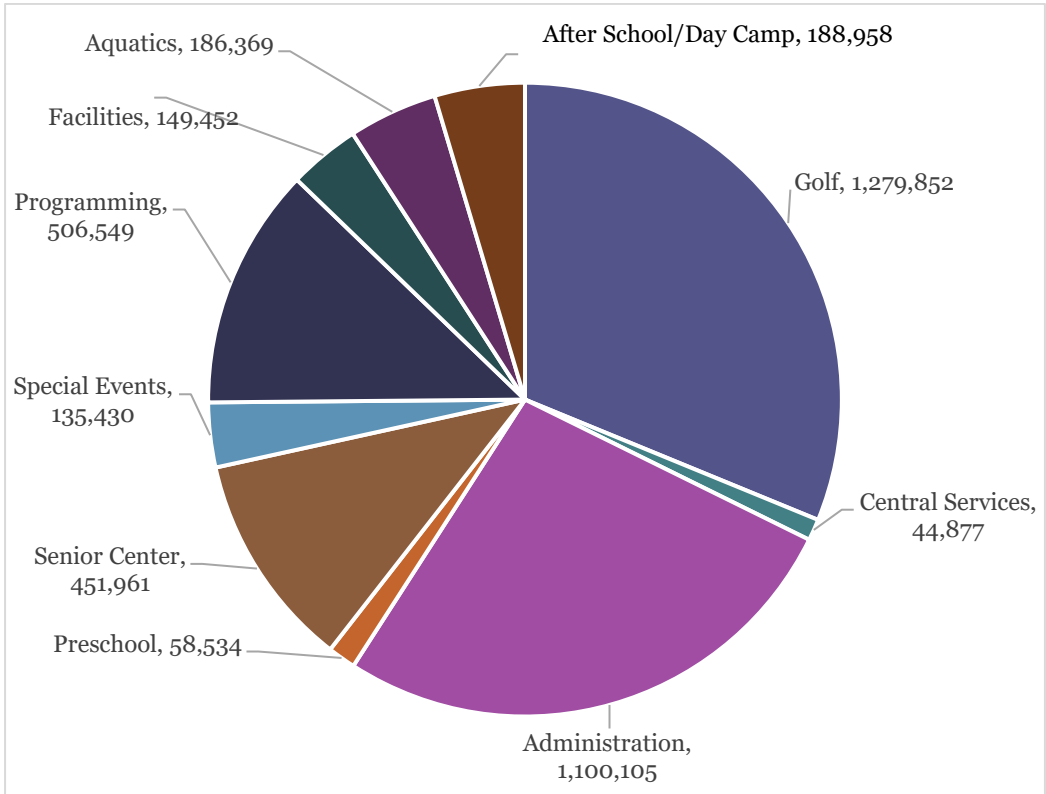
The Parks, Recreation and Facilities Department has been re-branded to the Leisure Services Department to better encompass all recreational activities under one Department. Meanwhile, the Facilities Division will now report directly to the Administration Department of the Village. The Center for Senior Citizens and Glendale Lakes Golf Club both fall under the Leisure Services Department. Although this doesn’t directly affect the residents of Glendale Heights, it does give more resources amongst Divisions to provide even more programming and special events.

The Fund is divided into the following ten (11) divisions; Golf, Parks, Senior Center, Special Events, Administration, Programming, Preschool, Aquatics, After School/Day Camp, Facilities, and Central Services. The Leisure Services Fund provides for all municipally supported recreation opportunities for the residents of the Village, and it’s Mission Statement 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 FY 2024 OPERATING BUDGET

\$4,102,087

ANNUAL EXPENSES BY DIVISION



ANNUAL REVENUE BY CLASS

CATEGORY	FY 2024 BUDGET
Transfers In	\$1,770,697
Charges for Services	\$1,925,700
Miscellaneous Income	\$405,690
TOTAL REVENUES	\$4,102,087

ANNUAL EXPENSES BY DIVISION

CATEGORY	FY 2024 BUDGET
Golf	\$1,279,852
Central Services	\$44,877
Administration	\$1,100,105
Preschool	\$58,534
Senior Center	\$451,961
Special Events	\$135,430
Programming	\$506,549
Facilities	\$149,452
Aquatics	\$186,369
After School/Day Camp	\$188,958
TOTAL DIVISIONS	\$4,102,087

2022/2023 ACCOMPLISHMENTS LEISURE SERVICES

Recreation Division

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

The Recreation Division offered over 40 new programs and trips this year including E Sports Leagues and Open Pickleball! Pickleball is one of America's fastest growing sports. If you are interested in Pickleball, courts are set up on weekday mornings at the Sports Hub and a court has also been established at Nazos Park.

This was a busy year for the GH₂O Aquatic Center as residents were able to take swim lessons, join the Dolphin Swim Team, visit during open swim, join in the 6 special events, and rent the facility for a private gathering throughout the summer months. If you haven't been to GH₂O, in a while, don't miss your opportunity to try out the FlowRider, one of the only surf simulators in the area. If you have not had the opportunity to attempt the FlowRider, we hope you will in 2023.

The Recreation Division also helped to run 33 special events in 2022. We have a number of new ideas that we are looking into for 2023 including kicking off a Summer Concert/Movie Series. Make sure to check out the Village Newsletter for more information on all of the special events planned for Glendale Heights in 2023.

Glendale Lakes Golf Club and Parks Division

Glendale Lakes Golf Club generated just under 22,500 rounds of golf for the 2022 calendar year. The golf season opened on March 19th and remained opened through December 1st. Colder than normal temperatures and on and off light snow was the weather for the first 2 weeks in December. The pandemic re-sparked an interest in golf and although rounds are lower than our record setting year, they remained strong.

Glendale Lakes Golf Club hosted 132 events. Golf outings and events like the Spring Fling and Turkey Shoot make up a number of these events. Additionally, Glendale Lakes hosted a number of wedding receptions, Quinceneras, showers, baptism parties and many more. This was an increase in events from 2021. We are hoping to see even more events in 2023 so if you are looking for a facility to host an event, please check out our banquet information at glendalelakes.com.

The Charity Classic was held on Friday, June 17th. The charities for this year's event included The Northern Illinois Food Bank, The DuPage Senior Citizen Council Meals on Wheels Program, the Glendale Heights Christmas Sharing Program, The FOP Lodge # 52 Community Enrichment Fund, the Glendale Heights Chamber of Commerce Scholarship Fund and the Glendale Heights Foundation. All of these organization shared in the \$18,000 that was raised. We will be moving the date for the 2023 Charity Classic to late August.

A number of projects and purchases were completed this year. Bunker renovations were completed on holes 7 & 17 in May while fairway bunker work began this fall on the bunker that separates holes 1 and 9. The clubhouse also received a makeover as the exterior panels were replaced. The biggest purchase of the year was for 77 new golf carts that are to be delivered in March of 2023.

Glendale Lakes continues to be the home golf course to 5 high school golf teams including the Glenbard North Boys and Girls, Glenbard East Boys and Girls and Glenbard West Girls. Glendale Lakes also hosted the boys IHSA Regional Tournament.

On July 21, 2022 the grand reopening of Camera Park took place with the public having the opportunity to check out the new playground area, fitness equipment, challenge cours, educational components, Frisbee golf, and lighting. Nearly 1000 people showed up during the event for hot dogs, ice cream, chips, water and music to kick off the opening. A month later, the complete park opened when the splash pad was turned on. The splash pad remained open

through September for kids to cool down and enjoy the many water features. In 2023 we look forward to everyone checking out the Park.

In addition to the Camera Park reopening, there were a number of park parties and events held throughout the park system. If you are looking to host a family gathering or party, this summer consider one of the local parks and the many shelters throughout the community for your event.

Center for Senior Citizens

The Center of Senior Citizens offers comprehensive senior citizen resources with the goal to serve the needs of senior citizens. The Center is open five days a week and amenities include a library, game room, arts-crafts room, full-service salon, fitness room and community room. We also offer innovative programming geared toward those 60 years of age and older. The Center for Senior citizen received 7,550 visits in 2022. This was more than double the visits for the year prior and we continue to see more members as the restrictions of the pandemic have lessened.

The Senior Citizens Advisory Committee serves as a planning committee to the Center for Senior Citizens. It is dedicated to identifying the growing needs of our senior population and establishing comprehensive programs that meet the needs and improve the quality of life to our seniors now and into the future. The Senior Citizens Advisory committee met nine times in 2022 and continues to advise center staff on programming ideas.

The Center for Senior Citizens promotes “fuller, stronger, longer lives”. The 2022 theme was: *Strengthening Community Connections*. With this theme in mind, we sought ways to connect with other organizations within the community and it offered us many intergenerational opportunities to share talents. Seniors play a vital role in our communities and their willingness to volunteer their talent is a great resource to the community as a whole. We will continue to bridge generations and partner with organizations now and into the future.

We held many events including communal dining opportunities, educational seminars, arts and craft classes, various clubs, travel opportunities, county social services, state services, tours, health clinics, Medicare counseling and fitness classes that included evidence based fall prevention results.

Our partnership with the DuPage Senior Citizens Council (DSCC) allowed us to continue to support the nutritional needs of our seniors. DSCC utilized the Center for Senior Citizens to provide 17,525 delivered meals to home bound seniors within Glendale Heights and the surrounding area. 1,540 meals were prepared for senior residents to pick-up here at the center and communal dining returned to ease social isolation.

2023/2024 GOALS & OBJECTIVES

RECREATION DIVISION

Golf and Parks Division

Golf Administration

Goal # 1: *Implement technologies to improve daily operations*

- ❖ Work with Finance to implement journal entry export function of G1 Golf Software.
- ❖ Learn and Implement Paycom Software to manage payroll and HR functions

Goal #2: *Enhance communication among all managers at the golf course*

- ❖ Implement regular staff meeting schedule
- ❖ Encourage managers to communicate by texting, emailing and entering in Food and Beverage Software when information needs to be shared quickly and to everyone in a timely manner.

Golf Operations

Goal #1: *Increase junior and youth golf programs*

- ❖ Work with local high school coaches to promote the Junior Golf program
- ❖ Market Junior Golf programs to schools that feed the high schools of Glendale Heights and surrounding communities
- ❖ Use SNAG Golf (**S**tarting **N**ew **A**t **G**olf) golf instruction equipment to introduce basic golf skills at community events in Glendale Heights
- ❖ Use SNAG Golf to expose summer PATH program participants to golf
- ❖ Offer SNAG Golf component to local schools to help introduce the game.

Goal #2: *Increase rounds of golf*

- ❖ Work on marketing specials to fill open times on the tee sheet
- ❖ Work with the maintenance division to improve golf course playability for golfers
- ❖ Promote to golf outing participants a come back and play offer that focuses on slower times
- ❖ Promote golf outing packages to local businesses

Food & Beverage

Goal #1: *Increase sales of food before, during and after golf rounds*

- ❖ Offer an improved bar menu.
- ❖ Advertise on the golf carts new menus
- ❖ Improve efficiency skills of bartenders and staff in back kitchen

Goal #2: *Create improved menus and meal offerings*

- ❖ Create new menus

- ❖ Utilize feedback and analyze data from customer surveys to implement changes that customers have suggested to increase repeat business
- ❖ Promote special events through flyers and web marketing

Golf Grounds

Goal #1: *Increase golf course playability*

- ❖ Widen and increase the view along the right side of Hole #7 fairway
- ❖ Continue bunker renovations
- ❖ Develop a rough fertilization program
- ❖ Continue to work on green speed and smoothness

Goal #2: *Improve golf course and clubhouse aesthetics*

- ❖ Enhance bag drop area for customers as they arrive
- ❖ Enhance the tee sign areas on each tee box
- ❖ Work with dog service to improve goose control on golf course
- ❖ Remove dead trees and tree limbs on golf course

Parks

Goal #1: *Improve efficiency of Parks employees throughout the day*

- ❖ Implement new and more efficient morning and end of day procedures
- ❖ Implement new procedures on equipment use
- ❖ Implement new planning with daily, weekly and monthly maintenance work

Goal #2: *Enhance park facilities*

- ❖ Use survey results to add park features that residents are looking for
- ❖ Work on beautification and detail work in parks to make them more attractive

Center for Senior Citizens

Goal #1: *Promote membership growth and retention*

- ❖ Explore using resident/non-resident rates for special events
- ❖ Use Village wide survey information and Center for Senior Citizens yearly members' survey information to align program planning with the needs and desires of seniors
- ❖ Expand multicultural services and programming

Goal #2: *Explore volunteers' talents and utilize them for programming opportunities*

- ❖ Create volunteer survey
- ❖ Identify weak program areas and see if volunteers can help in those areas
- ❖ Recognize volunteer's efforts and record in a measureable way.
- ❖ Look for ways volunteers can help with special, episodic and on-call services.

Goal #3: *Better facilitate communication among all center staff*

- ❖ Increase regular staff meetings.
- ❖ Plan meetings around events when the majority of staff are already present.
- ❖ Encourage staff to communicate via text or phone log.
- ❖ Encourage staff to include checking email and communication logs as part of their time-management for shifts worked.

Goal #4: *Create a procurement process for large expense items essential to the center's operations*

- ❖ Identify life expectancy of gym equipment and compare to current state of equipment and usage logs
- ❖ Research vehicle needs of the center and identify when bus will need to be replaced
- ❖ Research commercial kitchen appliances and life expectancy
- ❖ Research professional salon equipment and life expectancy
- ❖ Work to understand replacement costs verses repair costs to aged items

Goal #5: *Continue to build relationships with other area senior centers*

- ❖ Research services at other centers and in other communities that might be good additions to the Village
- ❖ Attend meeting opportunities with other senior centers

Recreation Division

Goal #1: *Increase Patron Usage of WebTrac*

- ❖ Update WebTrac splash page for easier use
- ❖ Update online account creation process
- ❖ Allow online registration for all programs (excluding PATH and Preschool)
- ❖ Create FAQ/support page & documents to educate users on online account features
- ❖ Train front desk staff on WebTrac features

Goal #2: *Update/Improve Facility Rental Bookings*

- ❖ Update outdoor rental forms and guidelines
- ❖ Update indoor rental forms and guidelines
- ❖ Create a refundable damage deposit fee
- ❖ Create "large gathering/special event" packet for renters

Goal #3: *Improve Marketing*

- ❖ Post free events on Eventbrite, Google Events, Facebook and the website
- ❖ Send out monthly "Upcoming Events" emails
- ❖ Increase Facebook and Instagram posts
- ❖ Create a bi-monthly "Hub Happenings" newsletter highlighting upcoming events and programs
- ❖ Increase usage of the digital flyer system for schools

- ❖ Increase hard copy flyer marketing through the schools

Goal #4: *Improve/Increase Fitness Memberships and Offerings*

- ❖ Implement a fitness member retention program with monthly promotions and events
- ❖ Research virtual fitness class options and implement if cost effective
- ❖ Resolve membership card scanning issue

Goal #5: *Soccer Programs/Leagues and Fields*

- ❖ Research incentives to increase participation
- ❖ Increase marketing
- ❖ Provide 2 soccer clinics throughout the year with licensed coaches
- ❖ Update Camera Lighted rental fees to reflect the update to a turf field
- ❖ Advertise Camera Lighted to soccer groups and organizations to maximize field rentals

Goal #6: *Baseball/Softball Programs/Leagues and Fields*

- ❖ Research incentives to increase participation
- ❖ Increase marketing
- ❖ Update Nazos rental fees to reflect the updated fields
- ❖ Advertise Nazos to groups and organizations to maximize field rentals

Goal #7: *Increase GH2O use by Improving operations and user experience*

- ❖ Revamp swim lesson offerings to reduce the number of “levels/types” offered
- ❖ Maximize swim lesson offerings by adding an additional morning class
- ❖ Increase open swim hours adding an additional hour on weekdays to provide working families the opportunity to utilize the facility week nights
- ❖ Improve on swim lesson instructor training
- ❖ Conduct program evaluations for each swim lesson session
- ❖ Establish new lifeguard “shifts” to better suit the needs of the facility
- ❖ Improve facility aesthetics
- ❖ Improve pre-packaged concession options

Goal #8: *Update/Add or Change Special Events*

- ❖ Add a summer concert and movie in the park series
- ❖ Review all current special events and examine costs vs. participation

Goal #9: *Improve/Update PATH Summer Camp and Before & Afterschool Programs*

- ❖ Create and implement a new PATH training guide
- ❖ Review staff scheduling options
- ❖ Research possibilities of WebTrac enrollments for the summer camp program
- ❖ Create a daily/weekly activity schedule for all PATH programs
- ❖ Have Summer Camp newsletters every Thursday

Leisure Services Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Work on beautification and detail work in parks to make them more attractive

Village Response

- Funding to improve Millennium Park
- Funding to replace Siems Park walking path and parking lots
- Design work for Simons Property, and application for OSLAD grant funding

Leisure Services Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- More family activities
- More special events and community gatherings

Village Response

- Funding added for a Summer Concert Series
- Promote more cultural events

Leisure Services Strategic Goals and Strategies

Citizen Survey-NIU Workshop

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Leisure Services Strategic Goals and Strategies

Citizen Survey-NIU Workshop

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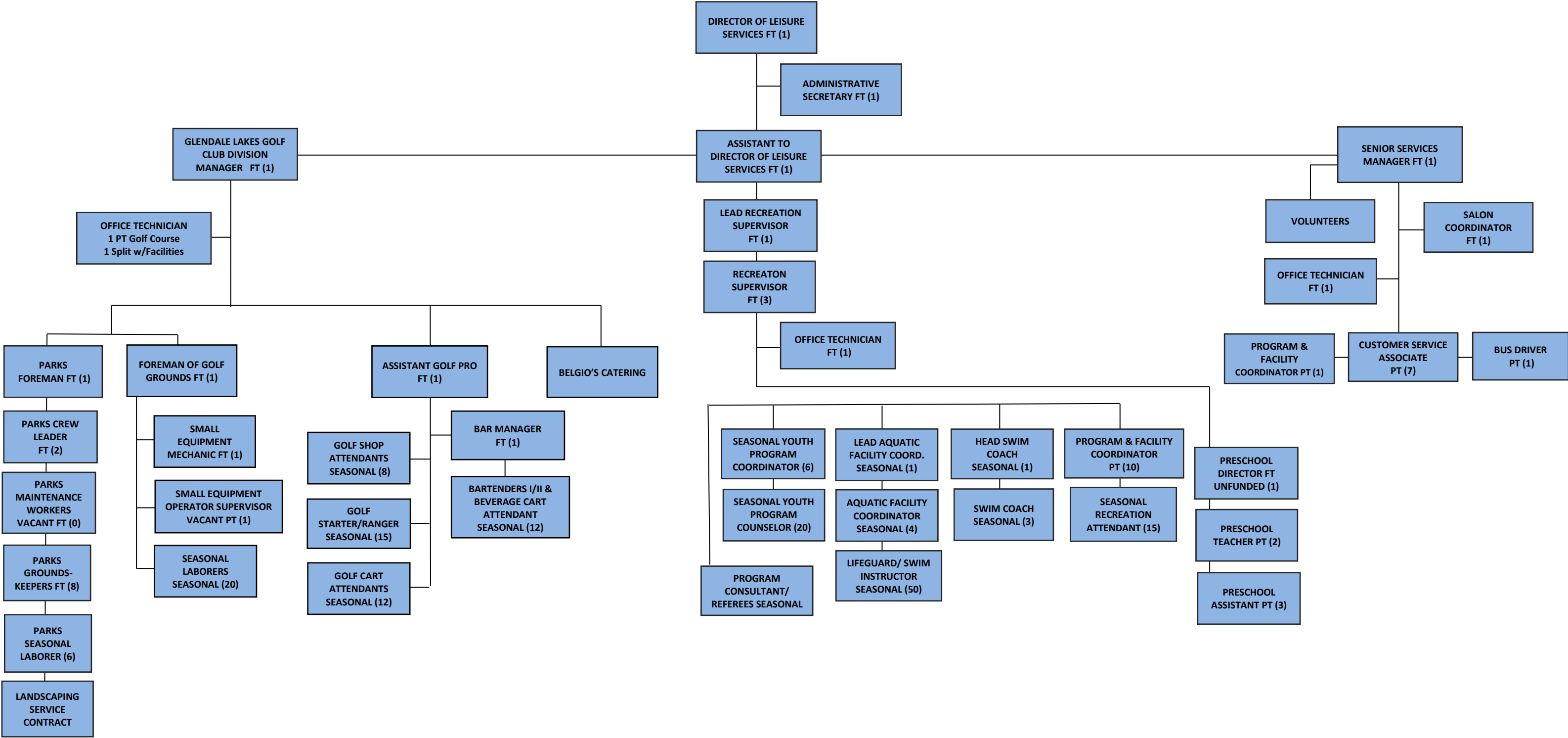
Village Response

- Funding added for a Summer Concert Series
- Promote more cultural events

FY 2023 / 2024

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

LEISURE SERVICES



The Leisure Services Department provides quality recreational and leisure services and facilities for the residents of the Village of Glendale Heights. Glendale Lakes Golf Club features an 18-hole championship design golf course with a full service Pro-Shop. The banquet facility can accommodate groups up to 250 people. The Center for Senior Citizens provides services and programs for older adults designed to promote their well-being, support their independence, and overall quality of life. Total number of employees authorized: 27 Full-Time, 1 Full-Time Unfunded, 25 Part-Time, 1 Part-Time Vacant, and 173 Seasonal.

LEISURE SERVICES FUND: REVENUE

The mission of the Glendale Heights Leisure Services 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 Center, we work day in and day out to accomplish the goals set within our statement and beyond.

Revenues are categorized into three major segments; Transfers In, Charges for Services, and Other Revenues.

TRANSFERS

Transfers from the General Fund replace Tax Levy for Recreation starting in FY 2023/2024. The Levy for Recreation will now be reflected in the General Fund. Transfers In represent approximately 50% of total Leisure Services Fund revenues.

CHARGES FOR SERVICES

Recreation Programming

Recreation 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), 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.

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

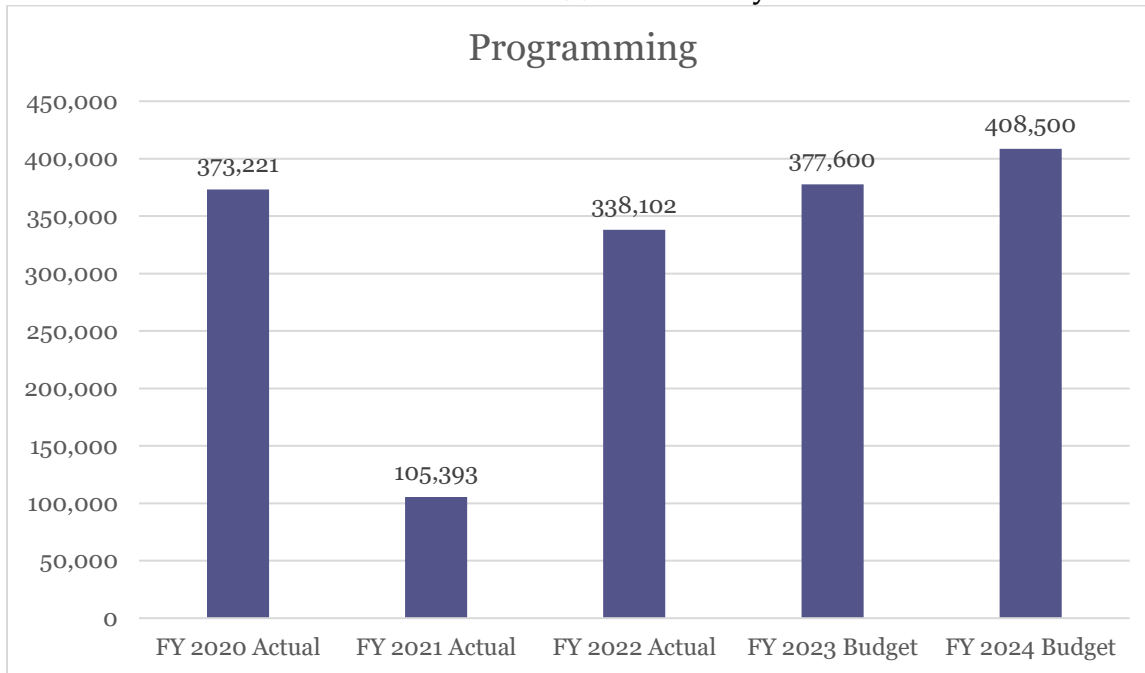
- ❖ Increased space for new fitness equipment
- ❖ Improved A/V
- ❖ New flooring
- ❖ Painted walls

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

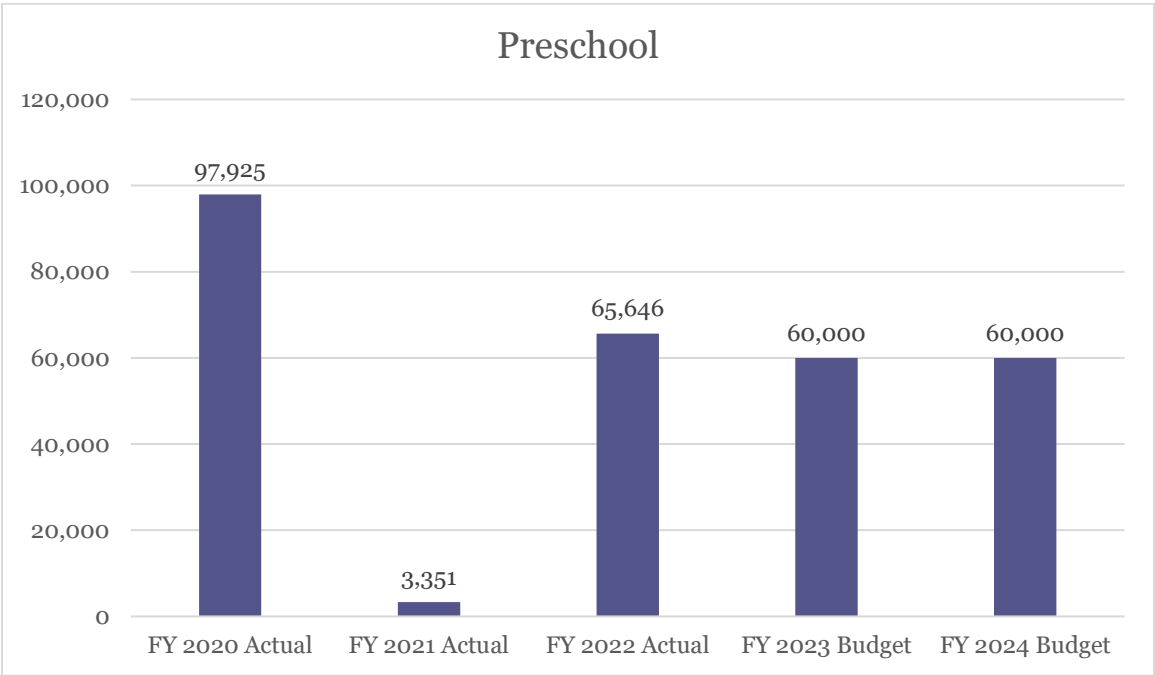


Preschool

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 2022/23, primarily due to less expensive, 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



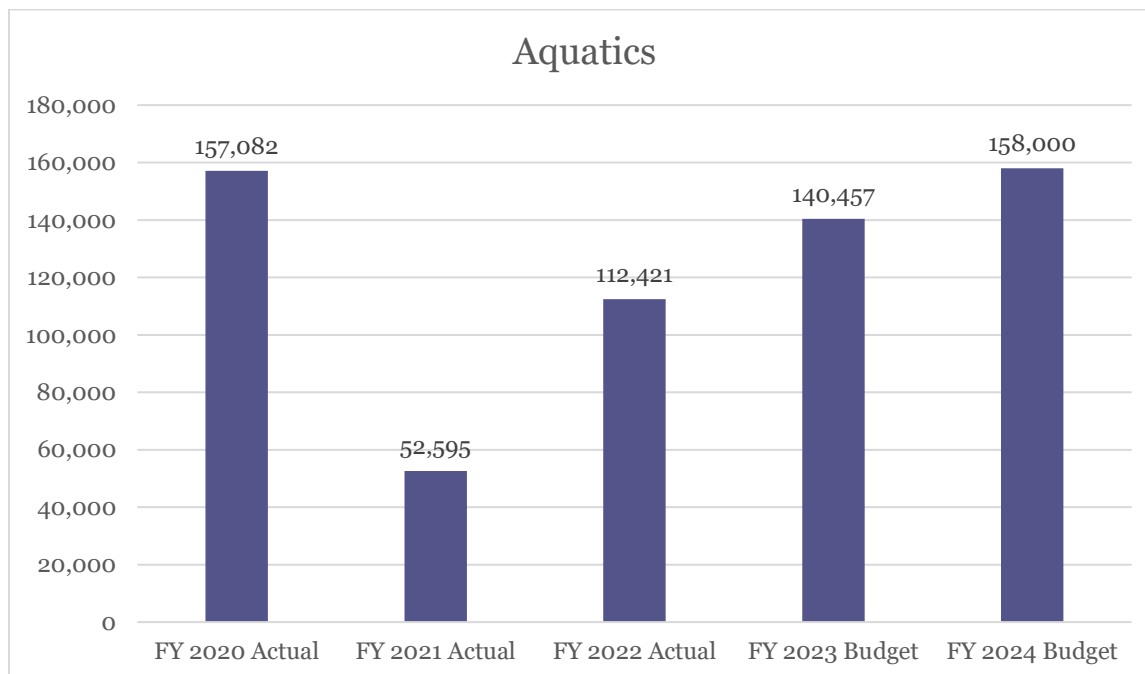
Aquatics

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 an 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 improved from Fiscal Year 2022/23 due to the impact of the pandemic. The following bar 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

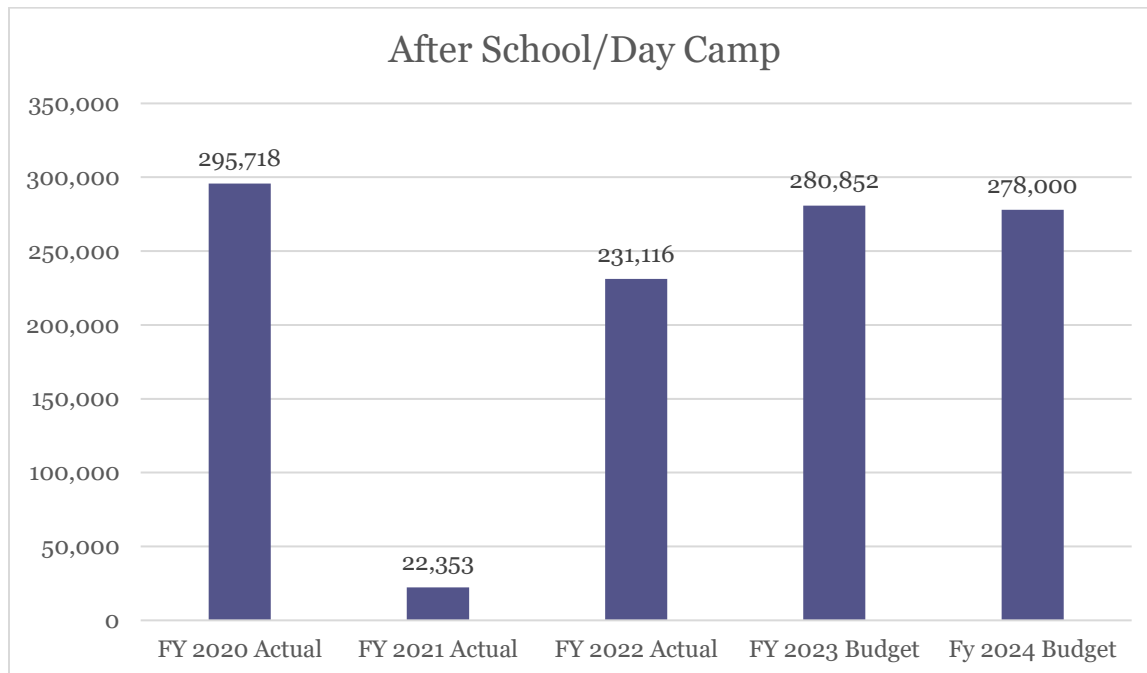


After School/Day Camp

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 2022/23, primarily due to a renewed interest in the program, and further loosening of pandemic restrictions. The following bar 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

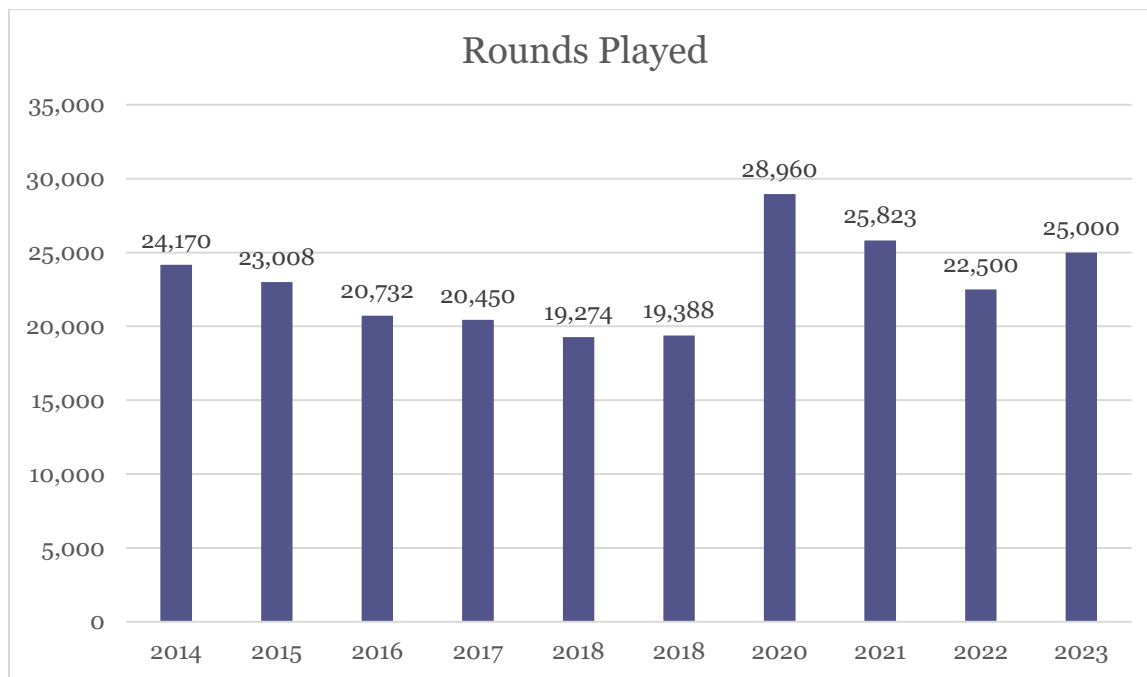


GOLF REVENUE

The Golf Course Revenues are categorized into five categories; Golf and Pro Shop, Restaurant/Banquets, Charity Classic Event, Special Events and Miscellaneous Revenue.

In a typical year, approximately 19,000 rounds of golf are played on the course. Since 2021, however, Golf has been anything but typical, and Glendale Lakes generated just under 26,000 rounds of golf in calendar year 2021, and continue to exceed the previous baseline of 19,000 rounds.

Golf Rounds Played Last 10 Years



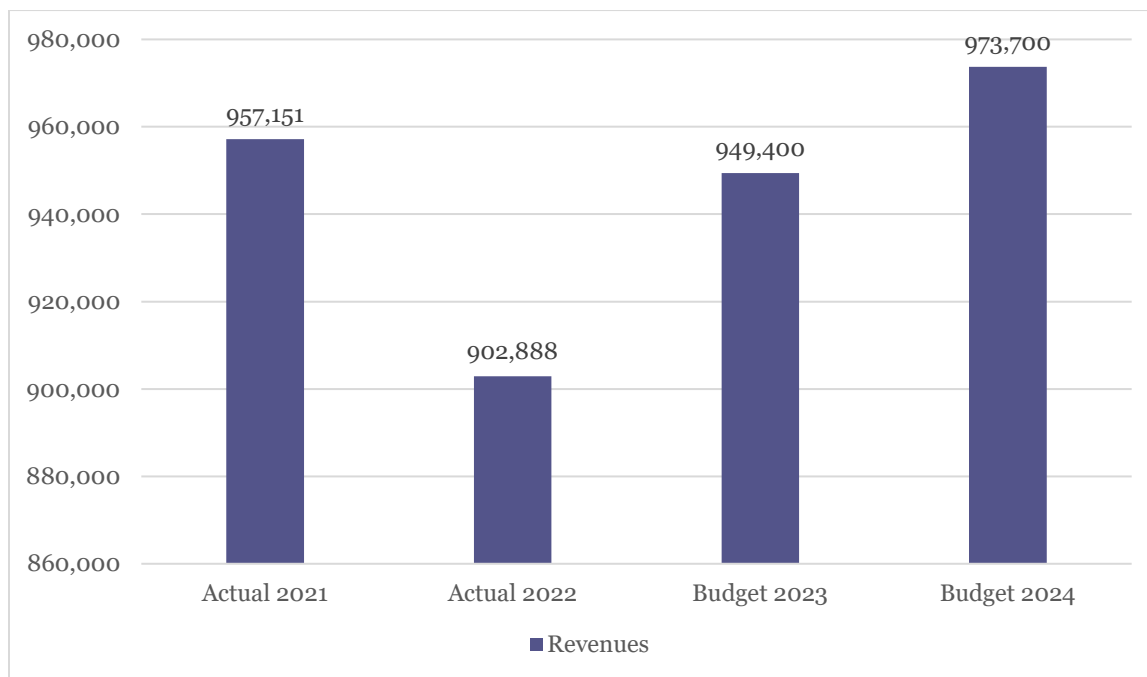
Pro Shop

The Glendale Lakes Golf Course is open year round weather permitting. Each year's revenue is very dependent upon a healthy economy and favorable golfing conditions. The Village is predicting steady revenues compared to 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.

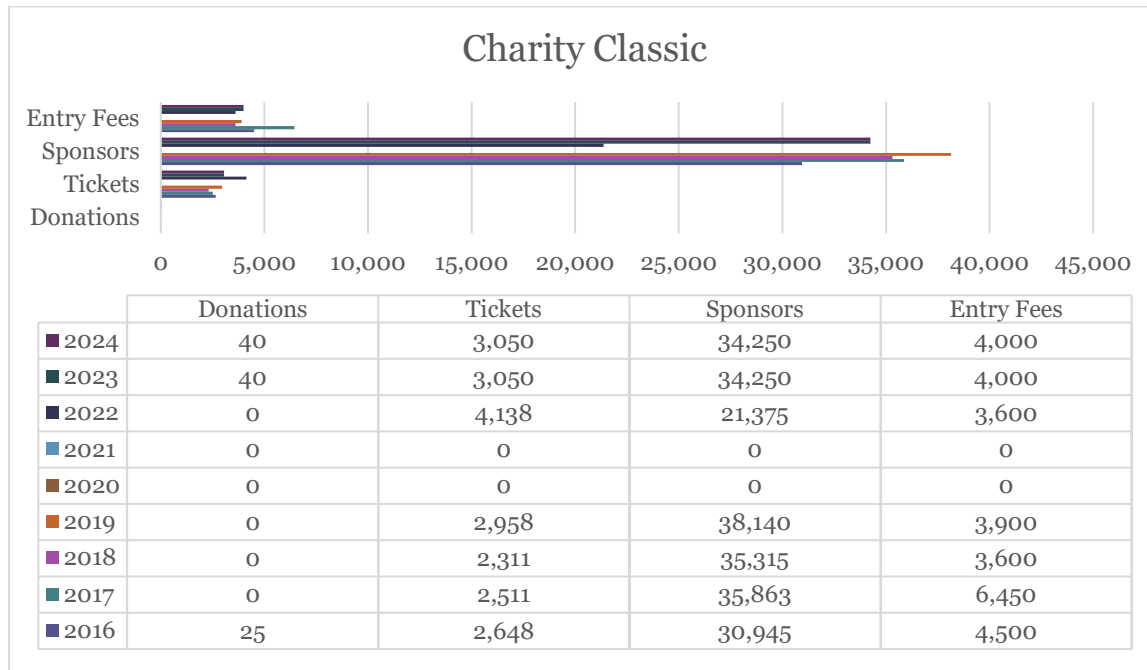
Pro Shop Revenue Including Greens Fees and Cart Fees



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 \$500,000 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. Due to the pandemic, the Charity Golf Classic did not take place in 2020 or 2021.

Charity Golf Classic Revenue Nine (9) Year History



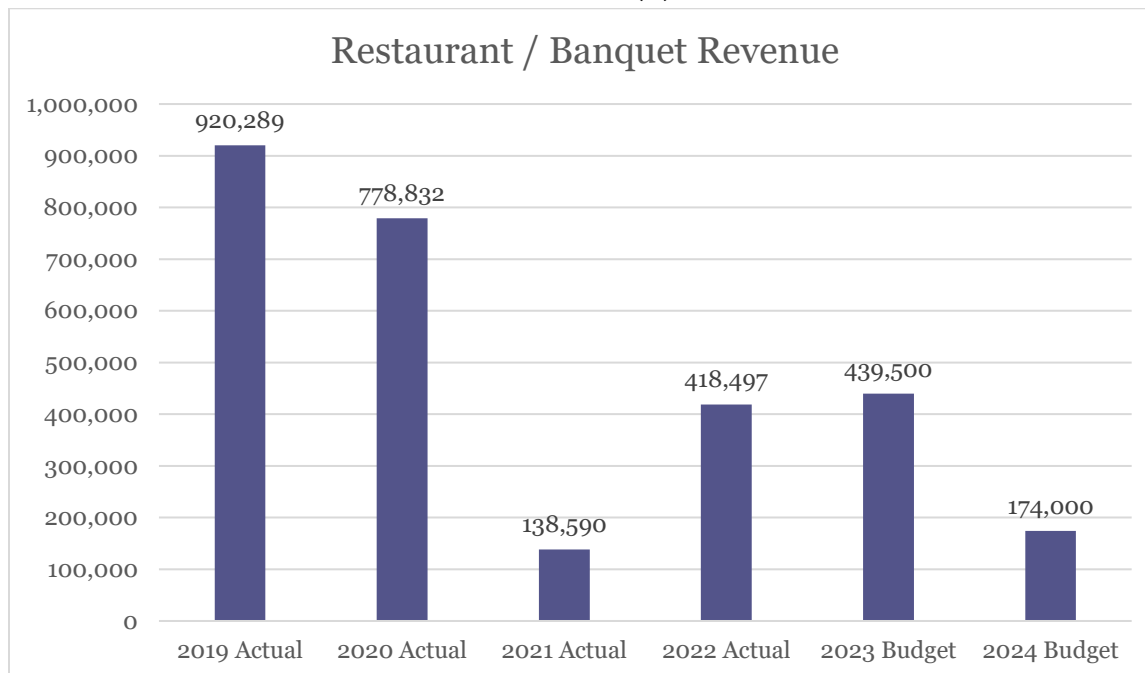
GOLF RESTAURANT AND BANQUETS

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 consistently rate 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 two beverage carts that service golfers during play from the months of April through October. In April 2023, the Banquet operation was turned over to Belgios (a catering company), which explains the drop in projected revenues for FY 2023/2024.

Golf Restaurant and Banquet Revenue Last Six (6) Years



SENIOR CENTER AND SPECIAL EVENT REVENUES

SENIOR CENTER:

SENIOR PROGRAM	8,500.00
SENIOR BUS	2,500.00
FACILITY RENTAL	55,000.00
SALON SERVICES	32,000.00
SPONSORSHIP	800.00
FITNESS MEMBERSHIPS	4,000.00
GENERAL MEMBERSHIPS	4,000.00
BEVERAGES SOLD REVENUE	8,000.00
SC-OTHER RENTAL FEES	750.00
SC-WAITSTAFF SERVICES	1,500.00
SENIOR HOLIDAY LUNCHEON	2,500.00
SENIOR TRIP REVENUES	60,000.00
SNACKS/COFFEE	500.00
FACILITY SET UP FEES	1,500.00
GIFT SHOP REVENUE	1,000.00

SPECIAL EVENTS:

SPECIAL EVENT REVENUES	7,500.00
CAR SHOW	6,000.00
SPECIAL EVENT REVS-OTHER	8,000.00
FAMILY HEALTH&SAFTY FAIR	8,000.00
DONATIONS OTHER	4,000.00



PROPOSED LEISURE SERVICES REVENUE BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2024 BUDGET
GENERAL FUND TRANSFER IN	1,770,697.00
SPECIAL EVENT REVENUES	7,500.00
CAR SHOW	6,000.00
SPECIAL EVENT REVS-OTHER	8,000.00
FAMILY HEALTH&SAFTY FAIR	8,000.00
DONATIONS OTHER	4,000.00
SENIOR PROGRAM	8,500.00
SENIOR BUS	2,500.00
FACILITY RENTAL	55,000.00
SALON SERVICES	32,000.00
SPONSORSHIP	800.00
FITNESS MEMBERSHIPS	4,000.00
GENERAL MEMBERSHIPS	4,000.00
BEVERAGES SOLD REVENUE	8,000.00
SC-OTHER RENTAL FEES	750.00
SC-WAITSTAFF SERVICES	1,500.00
SENIOR HOLIDAY LUNCHEON	2,500.00
SENIOR TRIP REVENUES	60,000.00
SNACKS/COFFEE	500.00
FACILITY SET UP FEES	1,500.00
GIFT SHOP REVENUE	1,000.00
VENDING MACHINE PROCEEDS	3,500.00
ADVERTISING	500.00
OTHER REVENUE	800.00
ADULT GENERAL PROGRAMS	2,500.00
GENERAL FITNESS CLASSES	3,000.00
YOUTH ATHLETICS	72,000.00
MARTIAL ARTS	19,000.00
DANCE	10,000.00
GYMNASTICS	17,000.00
YOUTH/TEEN GEN PGMS	5,000.00
TOT GENERAL PROGRAMS	10,000.00
SOCCER LEAGUE REVENUE	65,000.00
MEN'S BASKETBALL REVENUE	16,000.00
ADULT SOFTBALL REVENUE	8,000.00
YOUTH BASKETBALL LEAGUES	13,000.00



ANNUAL BUDGET

YOUTH BASEBALL/SOFTBALL	12,000.00
GENERAL MEMBERSHIPS	40,000.00
ACTIVITY FEES	25,000.00
RACQUETBALL COURT FEE	4,000.00
FACILITY RENTAL FEE	87,000.00
PRESCHOOL	60,000.00
SWIM LESSON	28,000.00
SWIM DIVE TEAM	10,000.00
SWIM PASSES	50,000.00
SWIM DAILY FEES	70,000.00
DAY CAMP	125,000.00
AFTER SCHOOL PROGRAMS	153,000.00
OTHER REVENUE	7,000.00
HARDWARE	24,500.00
APPAREL	13,500.00
SUNDRIES	11,600.00
GOLF CART RENTAL	403,600.00
PULL CART RENTAL	450.00
GOLF CLUB RENTAL	1,250.00
GOLF-GREEN FEES	512,800.00
GOLF MEMBERSHIPS	2,000.00
GOLF HANDICAP	500.00
SPECIAL ORDERS	3,500.00
REST. SALES-BEVERAGES	20,500.00
REST. SALES-BEER	70,500.00
REST.SALES-LIQUOR & WINES	24,000.00
REST. SALES-FOODS	29,000.00
BANQUET ROOM CHARGES	30,000.00
ENTRY FEE	4,000.00
PLATINUM SPONSOR	14,000.00
BRONZE SPONSOR	1,000.00
SILVER SPONSOR	11,500.00
TEE SPONSOR	2,500.00
DINNER TICKET	50.00
SPONSOR OTHER	5,250.00
RAFFLE TICKETS	3,000.00
DONATIONS	40.00

LEISURE SERVICES FUND: GOLF

DESCRIPTION

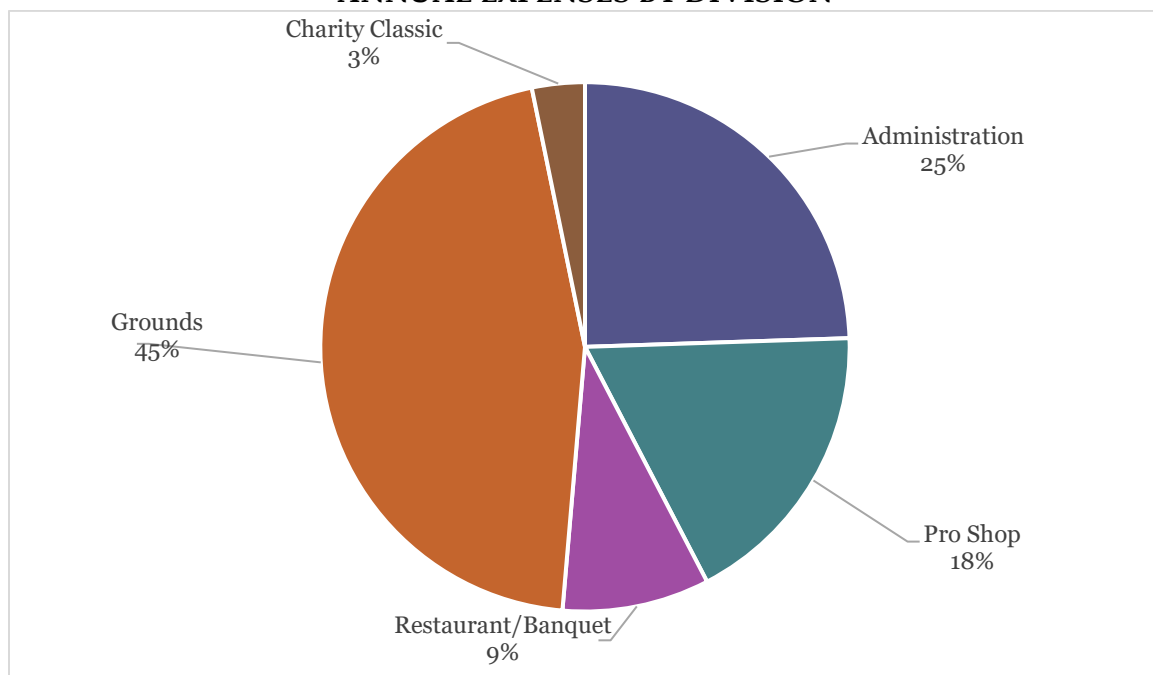
The Glendale Lakes Golf Club, golf course, clubhouse, and banquet facility is owned and operated by the Village of Glendale Heights. The golf course features an 18-hole championship design with water features that add challenge and beauty. Glendale Lakes also offers a full service Pro-shop stocked for 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. From FY 2019/2020 through FY 2022/2023, these two were reunited back into a single fund. For FY 2023/2024, Golf will be blended within the newly created Leisure Services Fund. All activities are accounted for including administration, operations, financing and revenue collections.

TOTAL OPERATING BUDGET

\$1,279,852

ANNUAL EXPENSES BY DIVISION





ANNUAL BUDGET

ANNUAL REVENUE BY CLASS

OPERATING REVENUE	FY 2024 BUDGET
Charges for Services	\$1,147,700
Miscellaneous Revenues	\$48,340
TOTAL OPERATING REVENUE	\$1,196,040

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2024 BUDGET
Golf Administration	\$313,259
Grounds Maintenance	\$581,210
Pro Shop	\$228,986
Charity Classic	\$41,300
Restaurant/Banquet	\$115,097
Special Events	-0-
TOTAL OPERATING EXPENSE	\$1,279,852

2022/2023 ACCOMPLISHMENTS GLENDALE LAKES GOLF CLUB

Glendale Lakes Golf Club generated just under 22,500 rounds of golf for the 2022 calendar year. The golf season opened on March 19th and remained opened through December 1st. Colder than normal temperatures and on and off light snow was the weather for the first 2 weeks in December. The pandemic re-sparked an interest in golf and although rounds are lower than our record setting year, they remained strong.

Glendale Lakes Golf Club hosted 132 events. Golf outings and events like the Spring Fling and Turkey Shoot make up a number of these events. Additionally, Glendale Lakes hosted a number of wedding receptions, Quinceneras, showers, baptism parties and many more. This was an increase in events from 2021. We are hoping to see even more events in 2023 so if you are looking for a facility to host an event, please check out our banquet information at glendalelakes.com.

The Charity Classic was held on Friday, June 17th. The charities for this year's event included The Northern Illinois Food Bank, The DuPage Senior Citizen Council Meals on Wheels Program, the Glendale Heights Christmas Sharing Program, The FOP Lodge # 52 Community Enrichment Fund, the Glendale Heights Chamber of Commerce Scholarship Fund and the Glendale Heights



ANNUAL BUDGET

Foundation. All of these organization shared in the \$18,000 that was raised. We will be moving the date for the 2023 Charity Classic to late August.

A number of projects and purchases were completed this year. Bunker renovations were completed on holes 7 & 17 in May while fairway bunker work began this fall on the bunker that separates holes 1 and 9. The clubhouse also received a makeover as the exterior panels were replaced. The biggest purchase of the year was for 77 new golf carts that are to be delivered in March of 2023.

Glendale Lakes continues to be the home golf course to 5 high school golf teams including the Glenbard North Boys and Girls, Glenbard East Boys and Girls and Glenbard West Girls. Glendale Lakes also hosted the boys IHSA Regional Tournament.

2023/2024 GOALS & OBJECTIVES

GOLF ADMINISTRATION DIVISION

Golf Administration

Goal # 1: *Implement technologies to improve daily operations*

- ❖ Work with Finance to implement journal entry export function of G1 Golf Software.
- ❖ Learn and Implement Paycom Software to manage payroll and HR functions

Goal #2: *Enhance communication among all managers at the golf course*

- ❖ Implement regular staff meeting schedule
- ❖ Encourage managers to communicate by texting, emailing and entering in Food and Beverage Software when information needs to be shared quickly and to everyone in a timely manner.

Golf Operations

Goal #1: *Increase junior and youth golf programs*

- ❖ Work with local high school coaches to promote the Junior Golf program
- ❖ Market Junior Golf programs to schools that feed the high schools of Glendale Heights and surrounding communities
- ❖ Use SNAG Golf (Starting New At Golf) golf instruction equipment to introduce basic golf skills at community events in Glendale Heights
- ❖ Use SNAG Golf to expose summer PATH program participants to golf
- ❖ Offer SNAG Golf component to local schools to help introduce the game.

Goal #2: *Increase rounds of golf*

- ❖ Work on marketing specials to fill open times on the tee sheet

- ❖ Work with the maintenance division to improve golf course playability for golfers
- ❖ Promote to golf outing participants a come back and play offer that focuses on slower times
- ❖ Promote golf outing packages to local businesses

Food & Beverage

Goal #1: *Increase sales of food before, during and after golf rounds*

- ❖ Offer an improved bar menu.
- ❖ Advertise on the golf carts new menus
- ❖ Improve efficiency skills of bartenders and staff in back kitchen

Goal #2: *Create improved menus and meal offerings*

- ❖ Create new menus
- ❖ Utilize feedback and analyze data from customer surveys to implement changes that customers have suggested to increase repeat business
- ❖ Promote special events through flyers and web marketing

Golf Grounds

Goal #1: *Increase golf course playability*

- ❖ Widen and increase the view along the right side of Hole #7 fairway
- ❖ Continue bunker renovations
- ❖ Develop a rough fertilization program
- ❖ Continue to work on green speed and smoothness

Goal #2: *Improve golf course and clubhouse aesthetics*

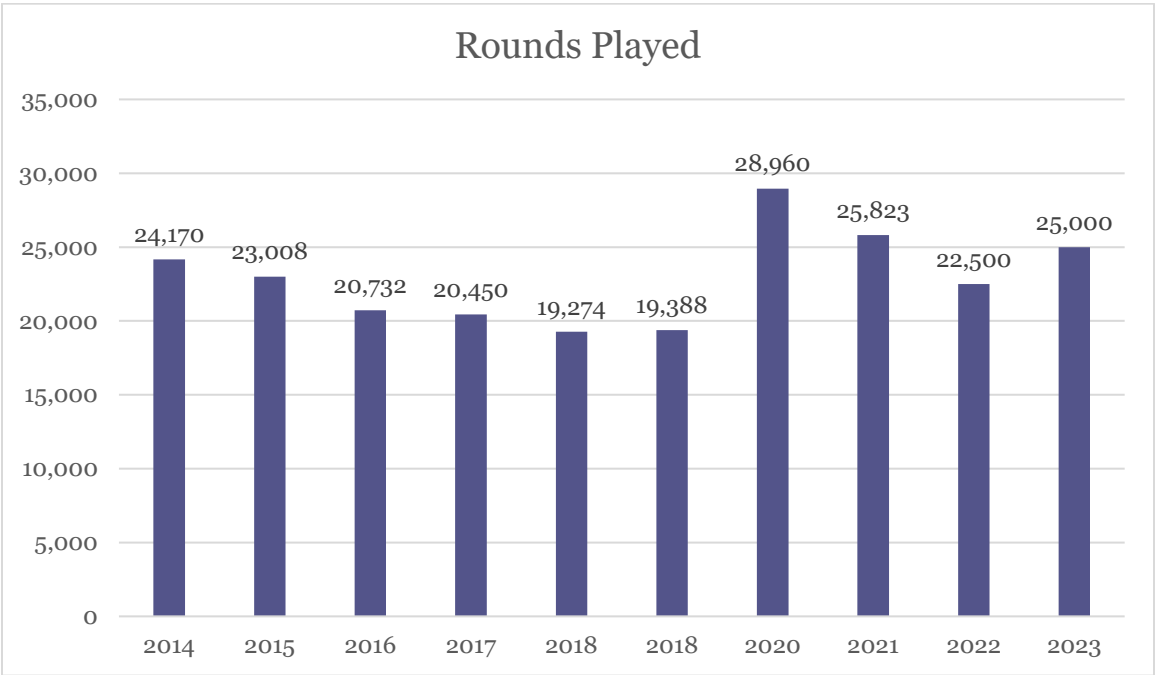
- ❖ Enhance bag drop area for customers as they arrive
- ❖ Enhance the tee sign areas on each tee box
- ❖ Work with dog service to improve goose control on golf course
- ❖ Remove dead trees and tree limbs on golf course

GOLF REVENUE

The Golf Course Revenues are categorized into five categories; Golf and Pro Shop, Restaurant/Banquets, Charity Classic Event, Special Events and Miscellaneous Revenue.

In a typical year, approximately 19,000 rounds of golf are played on the course. Since 2021, however, Golf has been anything but typical, and Glendale Lakes generated just under 26,000 rounds of golf in calendar year 2021, and continues to exceed the previous baseline of 19,000 rounds.

Golf Rounds Played Last 10 Years



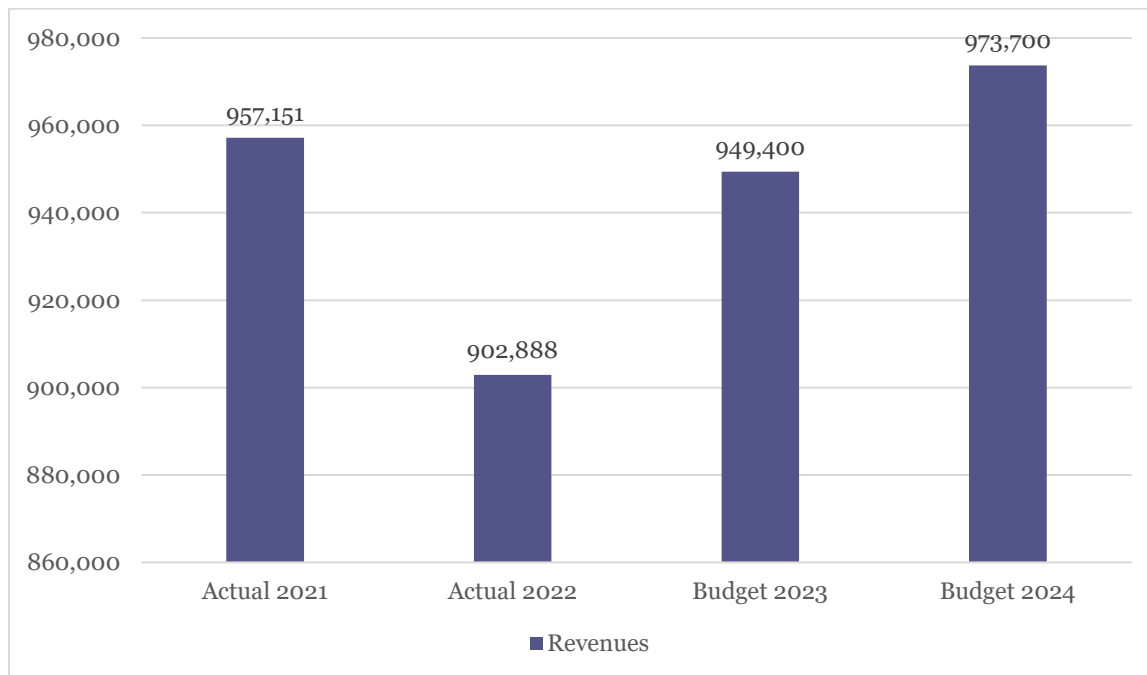
Pro Shop

The Glendale Lakes Golf Course is open year round weather permitting. Each year's revenue is very dependent upon a healthy economy and favorable golfing conditions. The Village is predicting steady revenues compared to 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.

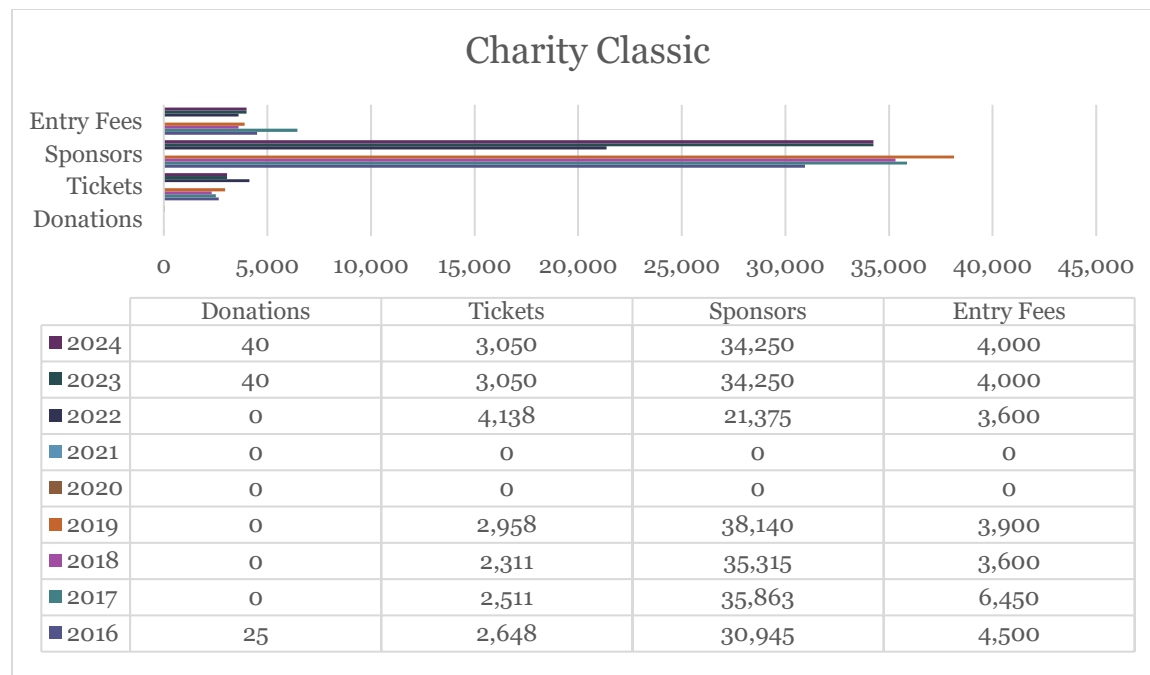
Pro Shop Revenue Including Greens Fees and Cart Fees



Charity Golf Classic

The Charity Golf Classic is held annually at the Glendale Lakes Golf Course. Since its inception, the Charity Golf Classic has raised over \$500,000 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. Due to the pandemic, the Charity Golf Classic did not take place in 2020 or 2021.

Charity Golf Classic Revenue Nine (9) Year History



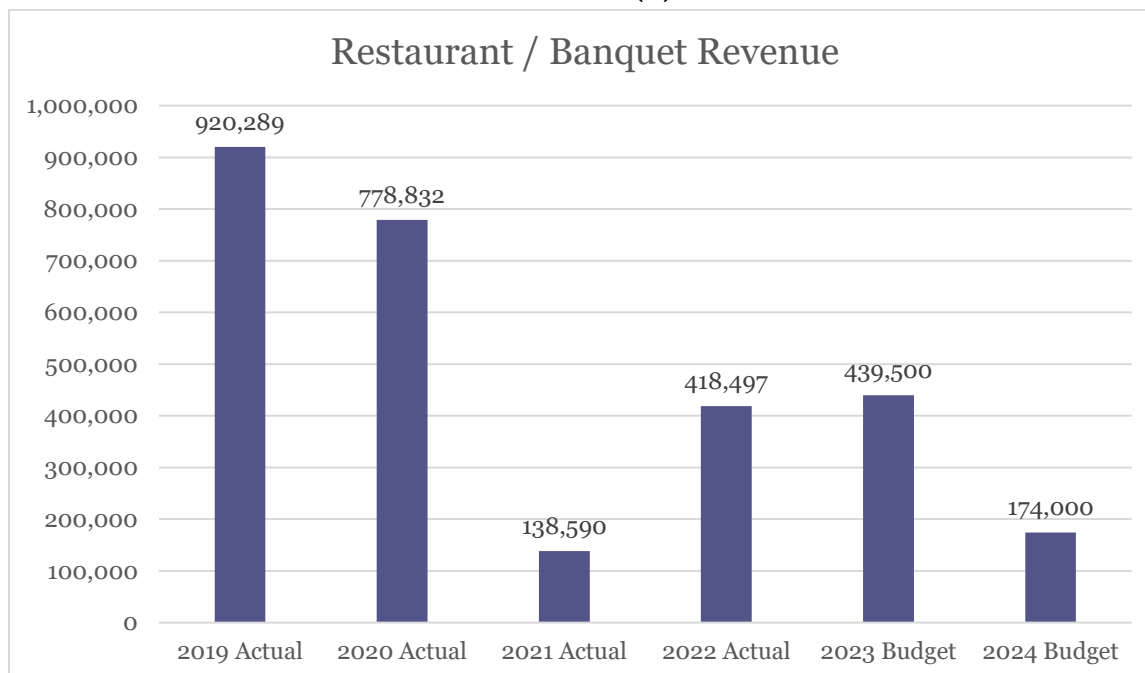
GOLF RESTAURANT AND BANQUETS

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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 consistently rate Glendale Lakes Golf Club above average or better.

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Golf Restaurant and Banquet Revenue Last Six (6) Years



GOLF 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	114,553.08		113,113.00		128,751.00
FICA-EMPLOYER	6,941.87		7,013.00		7,983.00
TRAVEL FOR MEETING & CONF			25.00		10,352.00
TRAINING & SEMINARS	64.15		225.00		20,782.00
MEDICARE-EMPLOYER	1,623.55		1,640.00		25.00
PROF-LEGAL					225.00
OTHER EQUIPMENT	17.48		325.00		1,867.00
PRINTING & BINDING	307.22		650.00		
ADVERTISING	6,695.70		13,000.00		325.00
NUISANCE ANIMAL CONTROL	2,432.75		2,700.00		500.00
SOFTWARE SUPPORT & MAINT	2,500.00		2,750.00		18,000.00



ANNUAL BUDGET

OTHER PURCHASED SERVICES	58,105.30			2,700.00
OFFICE SUPPLIES	47.22		350.00	2,750.00
OPERATING SUPPLIES	1.77		100.00	
LEASES-EQUIPMENT	28,934.40		28,935.00	100.00
COMPUTER EQUIPMENT			2,312.00	100.00
OPERATING EQUIPMENT	4,066.72		250.00	9,645.00
TELEPHONE	6,858.80		9,300.00	2,312.00
CELLULAR PHONE	300.00		300.00	252.00
ELECTRICITY	35,446.91		41,000.00	6,500.00
NATURAL GAS	21,875.52		20,000.00	300.00
WATER	1,341.90		2,000.00	35,000.00
LEASES-EQUIPMENTS	1,757.30		1,200.00	30,000.00
RENTALS-EQUIPMENTS				2,000.00
R&M-CLUBHOUSE	1,919.00		5,000.00	1,000.00
R&M OPERATING EQUIPMENT	163.00		350.00	
MEMBERSHIP DUES	2,428.49		2,305.00	5,000.00
SUBSCRIPTIONS				350.00
OTHER COMM. CONTRIBUTION				2,305.00
LICENSES	1,452.00		1,200.00	
BANK FISCAL CHARGES	22,273.73		23,000.00	
MISCELLANEOUS EXPENSE	0.31			1,135.00
DEPRECIATION EXPENSE				23,000.00
GOLF CARTS			436,502.00	
PRINCIPAL	379.63		1,168.00	
INTEREST	60.37		152.00	

GOLF 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 77 carts and 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	44,104.34		43,909.00		47,996.00
TEMPORARY HELP	109,576.24		110,460.00		118,000.00
OVERTIME PAY	61.88		100.00		100.00
FICA-EMPLOYER	9,988.30		9,571.00		10,292.00
IMRF-EMPLOYER					3,859.00
MEDICAL-EMPLOYER					9,105.00
MEDICARE-EMPLOYER	2,336.14		2,238.00		2,407.00
OTHER PURCHASED SERVICES			60,000.00		
UNIFORMS	1,419.96		1,500.00		1,500.00
HANDICAP	300.00		300.00		300.00
SCORECARDS			2,800.00		
GOLF CLUB-FOR RENT			100.00		100.00
OTHER PRO-SHOP SUPPLIES	623.81		1,000.00		1,000.00
HARDWARE	11,569.23		14,000.00		15,500.00
APPAREL	2,814.38		7,800.00		8,300.00
SUNDRIES	81.56		2,800.00		7,100.00
SPECIAL PROMOTIONS EXPENS	199.92				
SPECIAL ORDERS	4,746.08		2,800.00		2,800.00



ANNUAL BUDGET

RENTALS-EQUIPMENTS			1,050.00		
MEMBERSHIP DUES	626.00		626.00		627.00

RESTAURANT/BANQUETS: 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 2021/2022 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 two beverage carts that service golfers during play from the months of April through October.

PROPOSED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	125,947.32		124,372.00		23,773.00
TEMPORARY HELP	40,986.43		48,540.00		13,000.00
OVERTIME PAY	481.30		1,000.00		
FICA-EMPLOYER	11,062.06		10,101.00		3,666.00
IMRF-EMPLOYER					1,907.00
MEDICAL-EMPLOYER					13,924.00
TRAVEL FOR MEETING & CONF			50.00		
TRAINING & SEMINARS			400.00		200.00
MEDICARE-EMPLOYER	2,587.10		2,363.00		857.00
PRINTING & BINDING			300.00		
CLEANING SUPPLIES	3,153.40		3,000.00		1,000.00
UNIFORMS	859.50		1,250.00		500.00
OPERATING SUPPLIES	4,427.61		3,500.00		1,500.00
OPERATING EQUIPMENT	1,813.45		2,500.00		500.00
PAPER GOODS	1,789.59		2,000.00		1,500.00
UTENSILS, GLASS,CHINAS	970.72		1,000.00		
FLOWERS/LINENS	19,237.40		15,000.00		



ANNUAL BUDGET

LINENS	232.29		250.00		
OTHER F&B GEN. SUPPLIES	39.56		200.00		100.00
BEVERAGES	15,791.30		16,000.00		9,300.00
BEER	22,965.62		25,000.00		18,000.00
LIQUOR & WINES	10,415.01		9,500.00		8,000.00
FOODS	89,677.06		100,000.00		12,220.00
OTHER F&B SUPLS. FOR SALE	5,742.12		5,000.00		
R&M KITCHEN EQUIPMENT	7,151.15		7,000.00		5,000.00
MEMBERSHIP DUES	50.00		50.00		50.00
DRY CLEANING					100.00
GOLF COURSE EQUIPMENT			9,000.00		



ANNUAL BUDGET

GOLF 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	153,631.80		150,509.00		166,937.00
TEMPORARY HELP	86,670.50		99,000.00		118,000.00
OVERTIME PAY	584.83				
FICA-EMPLOYER	14,256.87		15,470.00		17,666.00
IMRF-EMPLOYER					13,343.00
MEDICAL-EMPLOYER					28,387.00
TRAINING & SEMINARS	655.00		600.00		600.00
MEDICARE-EMPLOYER	3,334.21		3,618.00		4,132.00
OTHER PROFESSIONAL			1,500.00		2,000.00
TOPDRESSING SOIL	3,990.25		4,000.00		4,000.00
GRASS SEEDS	1,184.00		1,700.00		1,700.00
LANDSCAPING SUPPLIES	4,918.53		5,500.00		5,500.00
FERTILIZER & CHEMICALS	33,435.25		40,000.00		42,000.00
SERVICE DOG	7,125.00		7,600.00		8,775.00
UNIFORMS	1,016.16		1,000.00		1,500.00
GAS & FUEL	12,055.66		14,500.00		18,500.00
OPERATING SUPPLIES	1,641.13		1,200.00		600.00
OFFICE EQUIPMENT			100.00		100.00
MARKERS & MARKING PAINTS	961.00		1,000.00		1,000.00
GREEN SUPPLIES	991.31		800.00		800.00
TEE SUPPLIES	5,084.84		1,000.00		1,000.00
SAND TRAP SUPPLIES	800.03		500.00		800.00
CELLULAR PHONE	300.00		300.00		300.00
LEASES-EQUIPMENTS	3,067.26		2,500.00		2,750.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

RENTALS-EQUIPMENTS	2,954.67		2,750.00		2,750.00
GOLF COURSE EQUIPMENTS	13,427.67		15,000.00		15,000.00
R&M GOLF CARTS	3,314.98		2,500.00		1,000.00
R&M GOLF-MAINT BLDG	1,476.77		500.00		2,000.00
R&M GOLF COURSE	14,750.14		25,300.00		24,100.00
MEMBERSHIP DUES	200.00		900.00		970.00
GOLF COURSE EQUIPMENT					95,000.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

GOLF 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. The event was cancelled in 2020 and 2021 due to the pandemic. In Fiscal Year 2023/24, the Golf Fund is estimating a community contribution of \$25,000.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TRAVEL, MEETING & CONF.			300.00		300.00
OTHER COMM. CONTRIBUTION	16,022.80		25,000.00		25,000.00
CHARITY CLASSIC EXPENSES	11,992.11		16,000.00		16,000.00



ANNUAL BUDGET

GOLF SPECIAL EVENTS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Special Events Division was established in 2021, specifically for two events typically conducted during the golfing year, those being the Spring Fling and Turkey Shoot. In FY 2024, this division was blended back into general Golf operations.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPEC. EVNT. EXPS	22,922.80		32,000.00		

LEISURE SERVICES FUND: RECREATION 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, and Recreation Departments.

The mission of the Glendale Heights 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	444,348.03		487,456.00		386,515.00
HOLIDAY WORKED PAY	1,471.68		1,500.00		1,500.00
OVERTIME PAY	759.13		700.00		700.00
FICA-EMPLOYER	26,087.97		30,359.00		23,964.00
UNEMPLOYMENT INSURANCE			500.00		500.00
IMRF-EMPLOYER					23,000.00
MEDICAL-EMPLOYER					52,786.00
TRAVEL FOR MEETING & CONF	79.33		300.00		300.00
TRAINING & SEMINARS	2,465.00		5,350.00		2,300.00
MEDICARE-EMPLOYER	6,111.60		7,100.00		5,604.00
LICENSES & CERTIFICATIONS	55.00				650.00
PRINTING & BINDING					200.00
ADVERTISING	23,981.71		43,000.00		42,500.00
SOFTWARE SUPPORT & MAINT	6,807.41		7,228.00		7,360.00
OTHER PURCHASED SERVICES	602.45		500.00		500.00
POSTAGE	6,404.37		10,500.00		13,000.00
OFFICE SUPPLIES	514.65		600.00		600.00
UNIFORMS	1,746.50		5,500.00		4,200.00
GAS & FUEL	153.20		600.00		600.00
OPERATING SUPPLIES	4,735.88		12,600.00		7,600.00



ANNUAL BUDGET

RECREATION	804.65		1,900.00		1,300.00
OFFICE EQUIPMENT					7,500.00
TELEPHONE	2,988.93		2,400.00		1,600.00
CELLULAR PHONE	1,059.49		1,500.00		1,000.00
ELECTRICITY	72,637.34		80,000.00		55,000.00
NATURAL GAS	19,529.17		43,000.00		55,000.00
WATER	7,569.31		8,500.00		5,000.00
LEASES-EQUIPMENTS	3,573.01		1,768.00		1,500.00
RECREATION EQUIPMENT	632.00		2,900.00		15,200.00
MEMBERSHIP DUES	2,874.19		3,175.00		3,025.00
BANK FISCAL CHARGES	15,024.04		15,000.00		15,000.00
MISCELLANEOUS EXPENSE	401.60				
PRINCIPAL	641.90		1,975.00		1,975.00
INTEREST	102.10		257.00		275.00
TRANSFER TO-COMPUTER REP	924.00		924.00		
TRANSFER TO-LIABILITY INS	25,000.00		25,000.00		25,000.00
SALARY & FRINGE					11,672.00

LEISURE SERVICES FUND: RECREATION 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), 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.





ANNUAL BUDGET

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	184,556.41		242,901.00		262,968.00
OVERTIME PAY					200.00
FICA-EMPLOYER	10,863.18		15,060.00		16,304.00
IMRF-EMPLOYER					18,251.00
MEDICAL-EMPLOYER					48,063.00
MEDICARE - EMPLOYER	2,540.56		3,522.00		3,813.00
FITNESS MEMBERSHIP EXP					1,600.00
ADULT GENERAL PROGRAMS			200.00		200.00
GENERAL FITNESS CLASSES	50.00		400.00		2,000.00
YOUTH ATHLETICS	41,324.37		50,400.00		50,400.00
MARTIAL ARTS	6,042.35		6,650.00		13,300.00
DANCE	5,420.52		3,500.00		7,000.00
GYMNASTICS	7,390.91		11,700.00		15,300.00
YOUTH/TEEN GEN PGMS	940.00		3,500.00		3,500.00
TOT GENERAL PROGRAMS	5,933.18		7,000.00		7,000.00
SOCCER LEAGUES	11,076.50		12,000.00		10,000.00
YOUTH BASKETBALL LEAGUES	42.00		1,000.00		200.00
TEEN PROGRAMS	250.00		250.00		
YOUTH BASEBALL/SOFTBALL	35.00		100.00		200.00
ADULT GENERAL PROGRAMS			75.00		100.00
GENERAL FITNESS CLASSES			100.00		100.00
DANCE PROGRAMS			150.00		150.00
YOUTH/TEEN GEN PGMS	7.87		200.00		200.00
TOT GENERAL PROGRAMS	53.54		250.00		250.00
SOCCER LEAGUES	6,955.67		8,600.00		9,000.00
MENS BASKETBALL LEAGUES			150.00		150.00
SOFTBALL LEAGUES	680.47		800.00		1,000.00
YOUTH BASKETBALL LEAGUES	1,867.18		2,500.00		2,700.00
TEEN PROGRAMS			250.00		
YOUTH BASEBALL/SOFTBALL	6,968.84		5,500.00		5,500.00
SOCCER LEAGUES	2,675.10		2,400.00		1,800.00
MENS BASKETBALL LEAGUES	4,269.70		5,000.00		5,000.00
SOFTBALL LEAGUES	1,096.80		1,100.00		1,600.00
YOUTH BASKETBALL LEAGUES	160.60		600.00		500.00
YOUTH BASEBALL/SOFTBALL	499.48		500.00		500.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

SOCCER LEAGUES	10,855.00		13,000.00		6,000.00
MENS BASKETBALL LEAGUES	1,040.00		1,300.00		2,000.00
SOFTBALL LEAGUES	836.00		1,500.00		2,000.00
YOUTH BASKETBALL LEAGUES	3,895.00		3,000.00		4,000.00
YOUTH BASEBALL/SOFTBALL	845.00		1,500.00		2,500.00
ADULT GENERAL PROGRAMS			225.00		800.00
TEEN TRIPS/EVENTS			200.00		
YOUTH BASEBALL/SOFTBALL			400.00		400.00

LEISURE SERVICES 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.

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.

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

This pre-kindergarten class is recommended for children who will start kindergarten in the Fall of 2021. The Alphabet, letters, numbers, shapes, color recognition, socialization and name writing are some of the areas of emphasis for a smooth transition into kindergarten.

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

This pre-kindergarten class is recommended for children who will start kindergarten in the Fall of 2021. 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	43,826.68		45,400.00		46,400.00
HOLIDAY PAY	551.95		600.00		
FICA-EMPLOYER	3,629.61		2,815.00		2,877.00
IMRF-EMPLOYER					4,824.00
MEDICARE - EMPLOYER	848.89		659.00		673.00
PURCHASED SERVICES	720.00		1,660.00		660.00
PRESCHOOL	1,134.44		2,300.00		2,300.00
PRESCHOOL			800.00		800.00

LEISURE SERVICES 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 that 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 also 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 five 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! An annual registration meeting is held in May.



PROPOSED BUDGET WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
OVERTIME PAY	3,533.65		3,256.00		3,300.00
FICA-EMPLOYER	6,120.11		6,666.00		7,232.00
TRAINING & SEMINARS					2,500.00
MEDICARE-EMPLOYER	1,431.30		1,559.00		1,692.00
LICENSES & CERTIFICATIONS					1,000.00
COMPUTER EQUIPMENT					1,500.00
OTHER BLDG. MAINT. SUPPLY					5,500.00
UNIFORMS					3,000.00
AQUATIC CENTER					600.00
AQUATIC CENTER					45,000.00
SWIM LESSONS	4,312.00		12,943.00		14,000.00
SWIM DIVE TEAM	2,857.51		6,799.00		7,845.00
SALARIES AND WAGES	88,008.74		84,514.00		92,000.00
SWIM LESSONS					200.00
SWIM DIVE TEAM			445.00		
SWIM PASSES	238.80		938.00		1,000.00

LEISURE SERVICES FUND: AFTER SCHOOL/DAY CAMP

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

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

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



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

School Days Off

When Queen Bee District 16 and Marquardt District 15 are out of school, students can check out all of the available PATH Days Off Trips. Each year the group enjoy 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 zoos throughout the Chicagoland area.

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
OVERTIME PAY	2,193.89		2,500.00		2,000.00
FICA-EMPLOYER	4,870.59		8,208.00		9,610.00
MEDICARE-EMPLOYER	1,139.09		1,921.00		2,248.00
SALARIES & WAGES DAY CAMP	35,973.72		51,584.00		63,000.00
SALARIES & WAGES PATH	46,979.42		78,000.00		83,000.00
DAY CAMP	2,655.11		2,811.00		3,000.00
AFTER SCHOOL PROGRAM	1,251.71		2,400.00		2,600.00
SPECIAL ACTIVITIES	6,333.42		11,500.00		
DAY CAMP	6,979.08		10,899.00		11,000.00
AFTER SCHOOL PROGRAMS	3,888.72		4,000.00		3,500.00
DAY CAMP	3,850.25		5,943.00		6,000.00
AFTER SCHOOL PROGRAMS	3,032.50		7,500.00		3,000.00

LEISURE SERVICES FUND: FACILITIES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village is served by the Parks and Recreation 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	132,525.33		109,132.00		
OVERTIME PAY	266.58		1,000.00		
FICA-EMPLOYER	7,863.41		6,766.00		
MEDICARE-EMPLOYER	1,838.81		1,582.00		
LICENSES & CERTIFICATIONS			350.00		
OTHER PURCHASE-SERVICES	52,082.25		51,676.00		78,352.00
JANITORIAL SUPPLIES	6,539.35		7,500.00		11,500.00
ELECTRICAL SUPPLIES	3,435.12		2,700.00		3,000.00
HARDWARE SUPPLIES	342.80		700.00		700.00
PLUMBING SUPPLIES	1,318.98		1,200.00		1,200.00
LUMBER SUPPLIES			200.00		200.00
OTHER BLDG. MAINT. SUPPLY	6,032.31		6,700.00		3,100.00
SPORTS HUB	21,400.07		99,100.00		8,700.00
R&M GOLF COURSE-CLUBHOUSE					42,700.00
RECREATION EQUIPMENT			34,459.00		



LEISURE SERVICES 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
IMRF-EMPLOYER RECREATION	101,421.21		73,931.00		
MEDICAL-EMPLOYER	138,140.03		145,000.00		
OPT OUT MED INSURANCE			200.00		200.00
HEALTH & WELLNESS PROG.	118.72		675.00		675.00

LEISURE SERVICES FUND: INFORMATION SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Information Systems (I.S.) Division of the Administration 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 several primary servers and virtual servers running across multiple host physical servers, and coordinates both our Central Square Technologies cloud based solution which hosts our financial package and municipal software, and Vermont Systems RecTrac ®, a Recreation program tracking application.

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	15,763.98		16,412.00		16,600.00
OVERTIME PAY	481.59		200.00		200.00
FICA-EMPLOYER	975.04		1,018.00		1,018.00
MEDICARE-EMPLOYER	228.03		238.00		238.00
NETWORK CONSULTING	14,422.74		15,850.00		15,446.00
COMPUTER EQUIPMENT			2,500.00		10,500.00

EMERGENCY SERVICES AND DISASTER AGENCY FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

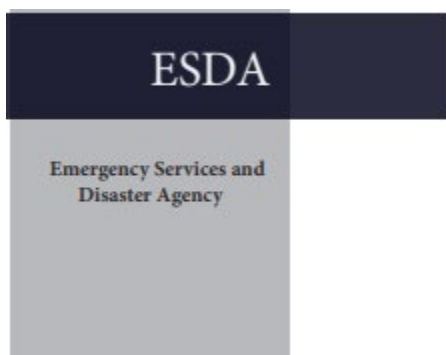
This program's responsibilities are associated with emergency procedures including planning for emergencies that surpass the normal capabilities of operating departments and coordination of local and outside resources in an emergency such as tornadoes, flooding, power outages and other natural or man-made 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 and Disaster Agency (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.





ANNUAL BUDGET

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
EMERGENCY/DISASTER			68,000.00		65,000.00
OFS-SURPLUS/TRADE-IN	5,280.00				

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	35,714.21		38,698.00		39,732.00
FICA-EMPLOYER	2,349.99		2,399.00		2,463.00
IMRF-EMPLOYER PUBLIC SFTY	4,108.21		4,741.00		4,867.00
TRAINING & SEMINARS			1,000.00		1,000.00
MEDICARE - EMPLOYER	549.62		561.00		576.00
PRINTING & BINDING			100.00		100.00
SOFTWARE SUPPORT & MAINT	8,500.00		8,925.00		8,500.00
UNIFORMS	189.08		800.00		800.00
GAS & FUEL	1,392.95		1,500.00		1,700.00
OPERATING SUPPLIES	1,423.71		1,500.00		1,500.00
CELLULAR PHONE	300.00		300.00		300.00
R&M OPERATING EQUIPMENT	4,140.90		4,000.00		4,100.00
ESDA	3,423.28		6,000.00		6,000.00
CERT PROGRAM EXPENSES			400.00		400.00
TRANSFER TO-COMPUTER REP	332.00		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
Emotional support and confidence
Diverse social and community outings
Special Olympics or Adaptive Sports
Recreation choices and Inclusion
Art therapy and cultural arts



Putting People First
NEDSRA
 Special Recreation Association

SCAN HERE TO VISIT OUR
 WEBSITE [NEDSRA.ORG](https://www.nedsra.org)
 FOR MORE INFO!

NEDSRA is a proud service of the Village of Glendale Heights. Through our partnership, individuals with a disability are offered over 600 recreational opportunities each year. If you or someone you know has a disability contact NEDSRA today! All ages and ability levels are welcomed!

- Special Olympics
- Social Clubs
- Fitness Programs
- Sensory Programs
- Art Therapy
- Overnight Trips
- Camps
- Adult Day Program
- Community Events & Much More!

1770 W. Centennial Place
 Addison, IL 60101

FOLLOW     US!

630.620.4500
[nedsra.org](https://www.nedsra.org)

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
REC.HANDICAPPED-NEDSRA	181,624.90		190,000.00		195,000.00
OTHER REVENUE			54,000.00		54,000.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
REC.HANDICAPPED-NEDSRA	181,796.00		194,522.00		195,000.00
OTHER COMM. CONTRIBUTION	1,165.00		1,500.00		1,500.00
TRANSFER TO-CAPITAL PROJ					54,000.00

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.

2023/24 BUDGET HIGHLIGHTS

REVENUE:

Intergovernmental

- ❖ The Fiscal Year 2023/24 MFT Allocation is budgeted based on the State of Illinois per capita formula of \$23.37 for the general allocation, and another \$19.12 for the more recently enacted Transportation Renewal Fund allocation, which is then multiplied by the Village's 2020 U.S. Census population count of 33,176.
- ❖ Interest Income has been estimated at \$40,000.

EXPENDITURES:

- ❖ 2023 MFT Road Program.

Streets Included in 2023 Road Program	
BUDGETED EXPENDITURES 2023 Road Program \$4.7 million	Circle Drive
	2 nd Place
	Davine Drive
	Evergreen Avenue
	Dennison Drive
	Norton Avenue
	Jones Street
	Golfview Court
	Clubhouse Court
	Golfview Drive
	Harold Avenue
	Victoria Lane
	Club Drive
	Appleby Drive
	Concord Drive
	Polo Club Court
	Fairway Drive
	Greens Court
	Eagle Court



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
REBUILD ILLINOIS PGM	375,740.30		375,740.00		
INTEREST INCOME	1,472.18		33,500.00		40,000.00
STATE OF IL.	1,408,847.57		1,356,898.00		1,409,648.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
STREET IMPROVEMENT PGM	1,933,306.70		1,551,481.00		1,200,000.00

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 four 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 a firework show, during 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
CARNIVAL PROCEEDS	Cancelled		393,366.00		495,000.00
BOOTH RENTAL	Cancelled		70,000.00		67,600.00
OTHER REVENUE	Cancelled		18,500.00		15,000.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PRINTING & BINDING			200.00		200.00
ENTERTAINMENT-SPL. EVENTS	1,790.00		320,450.00		337,500.00
OTHER PURCHASE-SERVICES			47,750.00		75,000.00
UNIFORMS			1,000.00		1,000.00
OPERATING SUPPLIES	265.61		6,700.00		6,700.00
RENTALS-EQUIPMENTS			84,293.00		67,800.00
MISCELLANEOUS EXPENSE			800.00		800.00

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.

2022/23 BUDGET HIGHLIGHTS

- ❖ The Village receives a lease payment for the cellular tower that is in Camera Park and an annual contribution as part of a Redevelopment Agreement for property located south of North Avenue and east of Western Avenue. A Community Contribution from Eligo Energy received the last two years has been earmarked for a Community Garden project. All of these funds are designated for Park Improvements.

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TOWER RENTAL	55,577.27		55,947.00		58,185.00
PARKS & REC.IMPROVEMENT	10,025.00		10,000.00		10,000.00
CIVIC FEE ELIGO ENERGY	100,255.87		109,000.00		

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
OTHER PROFESSIONAL	3,178.40				
TRANSFER TO-CAPITAL PROJ					71,000.00

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. For FY 2024, the IMRF fund was blended into the General Fund.

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.





ANNUAL BUDGET

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
I.M.R.F.	958,148.39		900,000.00		

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
MISC EXP	100.03				
IMRF-EMPLOYER GEN GOV'T	837,158.89		1,000,000.00		

IMRF Rates – last five (5) years

2023: 8.04%

2022: 10.02%

2021: 12.25%

2020: 12.13%

2019: 10.40%

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 receives a portion of the Home Rule Sales Tax by way of a General Fund transfer.

In FY 2009/10, the Home Rule Sales Tax was increased 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 in the past supported 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.


REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
ROAD & BRIDGES	115,208.96		96,300.00		95,000.00
FUEL TAX	131,495.24		133,000.00		133,000.00
INTEREST INCOME			100.00		100.00
FEDERAL GRANTS	28,653.19		900,000.00		971,384.00
STATE OF IL.	1,068.96				
OTHER REVENUE	2,478.01		1,000.00		3,500.00
TRANSFER FROM GEN.FUND	2,115,000.00		4,084,000.00		3,604,000.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PROF-LEGAL	10,860.71		12,000.00		15,000.00
ENGINEERING	320,454.98		1,325,031.00		700,500.00
PROF. SVCS.MFT PGM 2021	7,289.61				
SIDEWALKS	133,754.67		169,000.00		260,000.00
CHEMICALS	128,944.50		234,000.00		170,000.00
OPERATING SUPPLIES			4,055.00		
R&M STORM SEWERS	4,962.83		2,500.00		5,000.00
R&M ROADS	53,426.75		84,368.00		91,000.00
INFRASTRUCTURE IMPROVMNT			222,175.00		
STREET IMPROVEMENT PGM	826,706.16		3,317,251.00		3,456,020.00
STORMWATER IMPROVEMENTS			1,994,580.00		1,622,307.00

**OTHER
BUDGETED
PROJECTS**

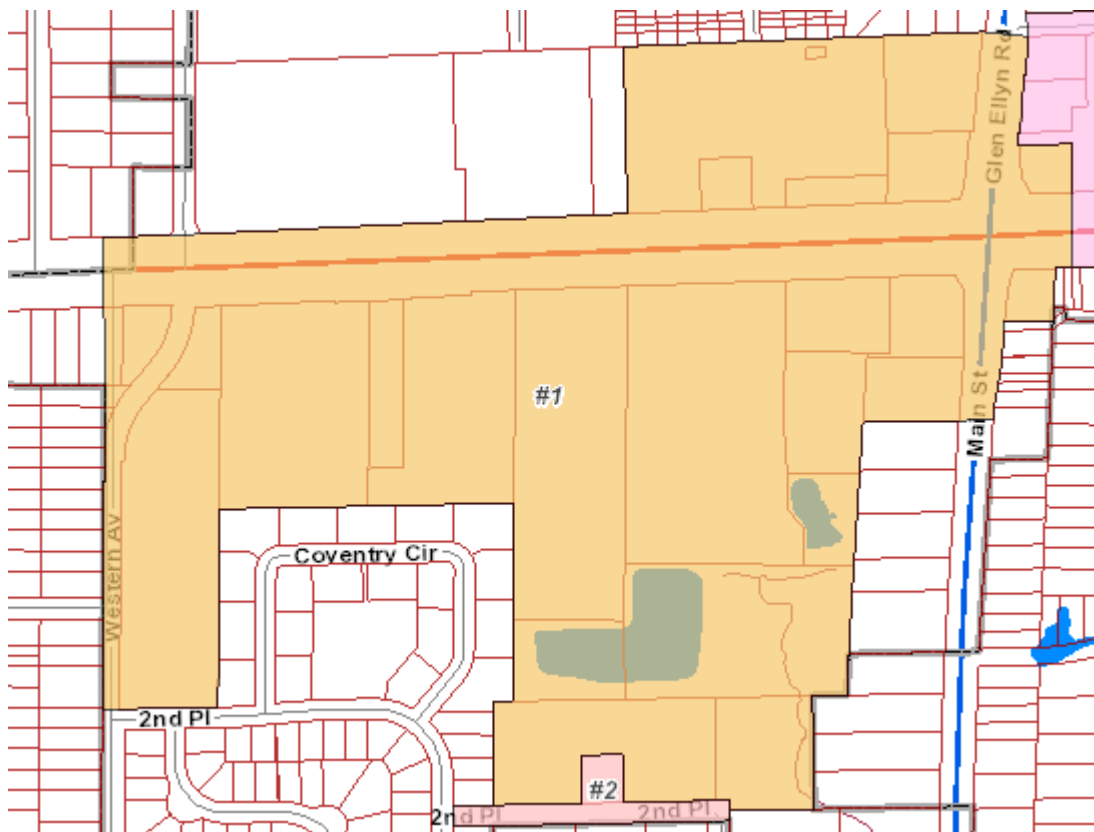


COMBINED FUNDS

- ✓ **Sidewalk Program:**
 - ✓ Contracted Sidewalks \$250,000 (\$100k more than last year)
 - ✓ In-House \$10,000
- ✓ **Stormwater projects:**
 - ✓ Pearl Avenue/James Court \$590,000
 - ✓ Matching grant funds from DuPage Co. ARPA funds
 - ✓ Armitage Creek Water Quality \$1,032,307
 - ✓ Matching grant funds from IEPA and DuPage Co.
- ✓ **In-House Road Program Budget:**
 - ✓ \$86,000

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. The T.I.F. officially expired December 31, 2021.

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

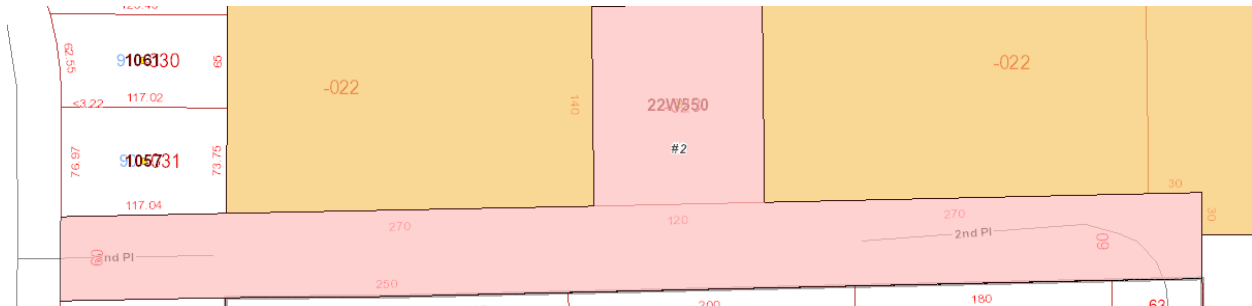
REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TAX INCREMENT FINANCING	831,162.76				
PY ADJUSTMENT	37,180.55				

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
AUDITING	2,575.00				
PROF-LEGAL	13,193.61		5,000.00		5,000.00
ENGINEERING	8,207.51		68,145.00		
OTHER PURCHASED SERVICES	18,298.00		33,359.00		18,000.00
RDA DUPAGE JEEP	140,793.16				
RDA KELLY MOON	272,108.00		197,691.00		
STREET IMPROVEMENT PGM			259,603.00		

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



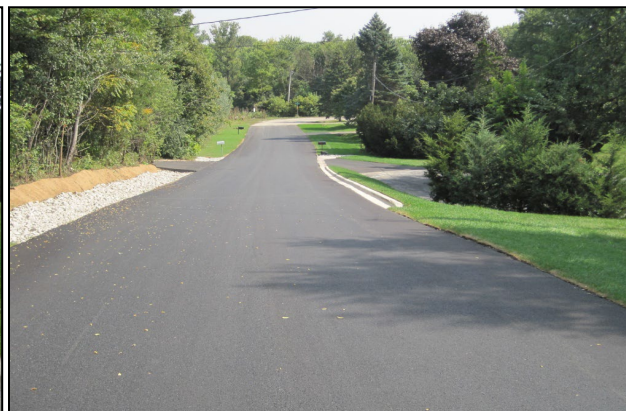
GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

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. Since then, there has been very little activity with this T.I.F. District.

2nd PLACE ROADWAY EXTENSION – Completed in 2011

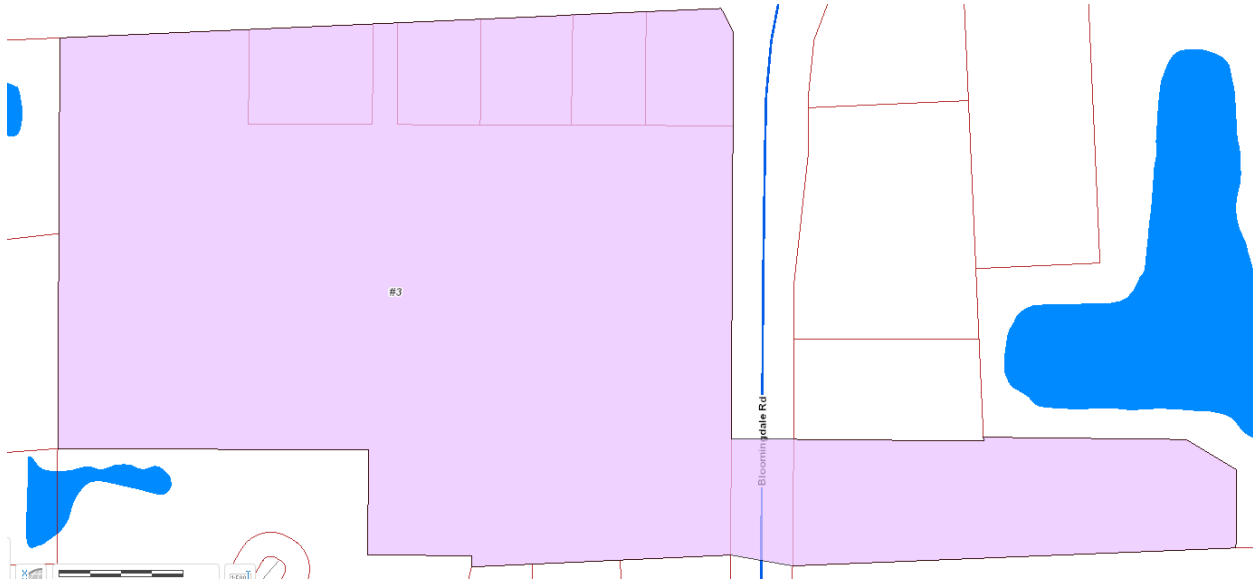




EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PROF-LEGAL	2,819.46		5,000.00		5,000.00

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 Bloomington 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 Bloomington Road and North Avenue which has been revitalized with facade upgrades and new tenants including Toni's Grocery, Taco Bell, Chase Bank, and Good Tequilas, and more recently, a Burger King and Popeye's Louisiana Chicken restaurant.

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

Anthony 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.



Anthony Place



ANNUAL BUDGET

REVENUES

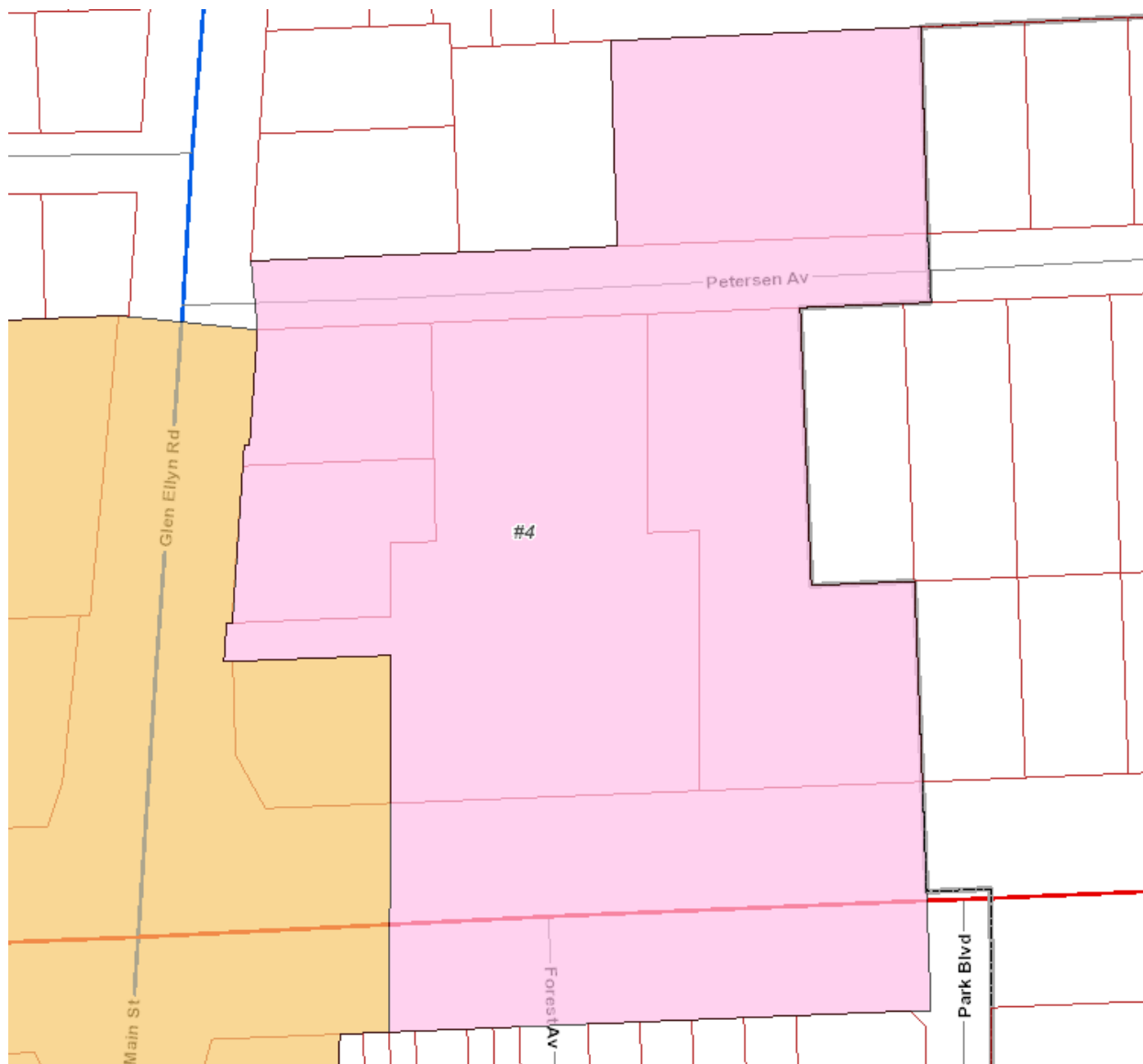
DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TAX INCREMENT FINANCING	514,664.22		514,664.00		538,697.00
MUNICIPAL SALES TAX			250,000.00		
PY ADJUSTMENT	40,142.90				

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
AUDITING	2,575.00		2,575.00		2,575.00
PROF-LEGAL	2,821.36		5,000.00		5,000.00
GHSA, LP RDA	104,625.00		104,625.00		104,625.00
INTEREST EXPENSE	632,965.90		570,000.00		650,000.00
TRANSFER TO-GENERAL FUND	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



ANNUAL BUDGET

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 the redevelopment of land containing an abandoned and deteriorated restaurant into what is now a Casey's gas station, convenience store and car wash.

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TAX INCREMENT FINANCING	52,127.86		52,128.00		55,050.00

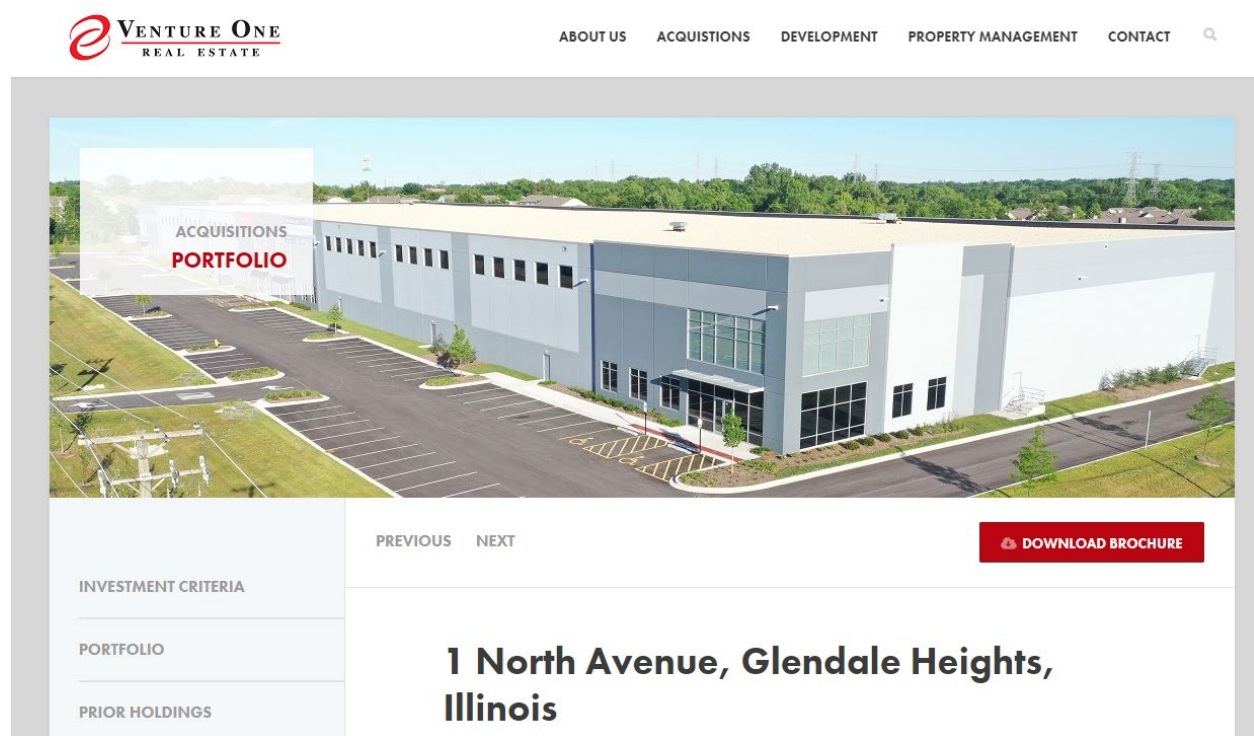
EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PROF-LEGAL	2,823.37		5,000.00		5,000.00

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 were consolidated in the TIF District.



ANNUAL BUDGET

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TAX INCREMENT FINANCING	19,670.42		19,670.00		129,133.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PROF-LEGAL	5,751.11		5,000.00		5,000.00
RDA VENTURE ONE	19,088.23				90,000.00

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

OCTOBER 2019

Duke's Glendale Hts. Spec Industrial Lands Full-Building Tenant



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.



ANNUAL BUDGET

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.

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TAX INCREMENT FINANCING	213,024.40		213,024.00		292,261.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PROF-LEGAL	11,692.45		5,000.00		5,000.00

TAX INCREMENT FINANCING (T.I.F.) #7 FUND
Army Trail Road/Cavalry Drive

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Clyde's Donuts Grows to second location in Glendale Heights





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. #7 was created on January 21, 2021 to account for the project costs and resources related to the Army Trail Road / Cavalry Drive 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 south of Army Trail Road, and just West of Bloomingdale Road. There is one parcel included in the TIF District, which will contain two light industrial speculative buildings.



ANNUAL BUDGET

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TAX INCREMENT FINANCING					6,598.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PROF-LEGAL	10,338.68		20,000.00		20,000.00
ENGINEERING	10,000.00				

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

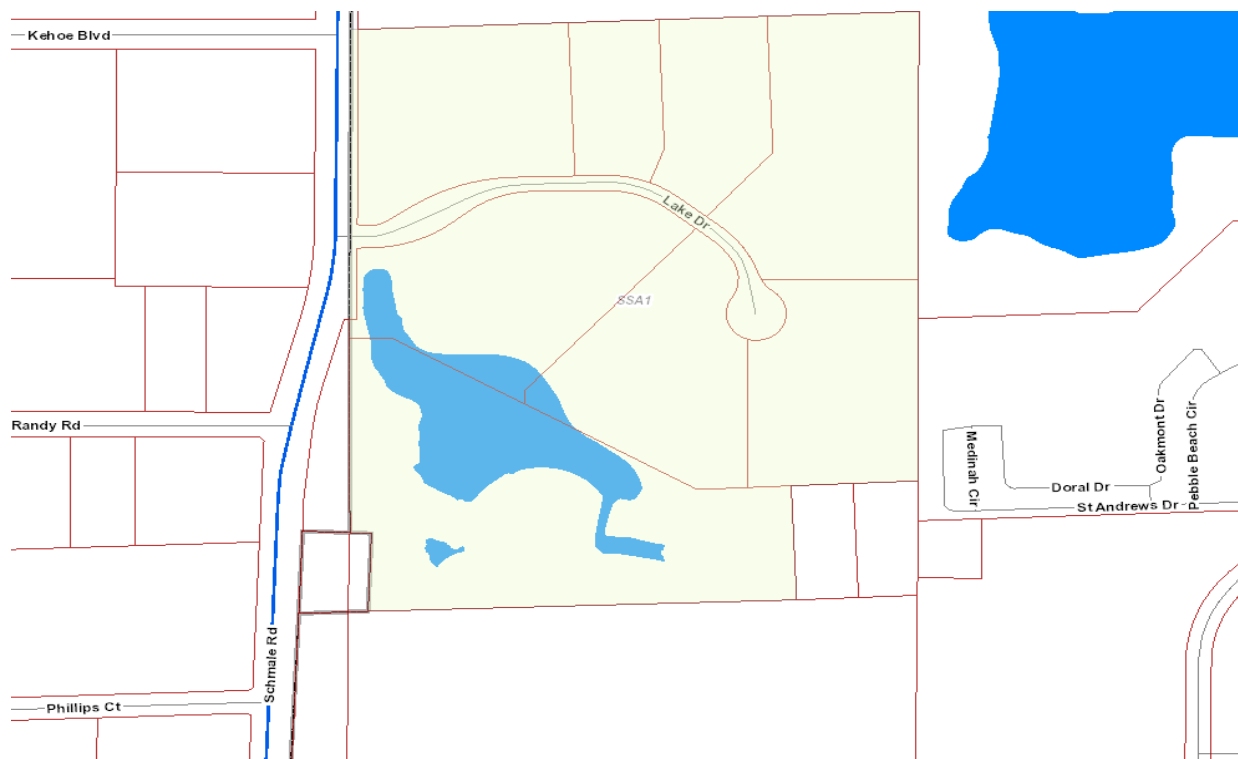
Glendale Lakes Business Park

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.





ANNUAL BUDGET

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPECIAL SERVICE AREA-01	14,895.22		15,625.00		16,146.00

EXPENDITURES

None

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

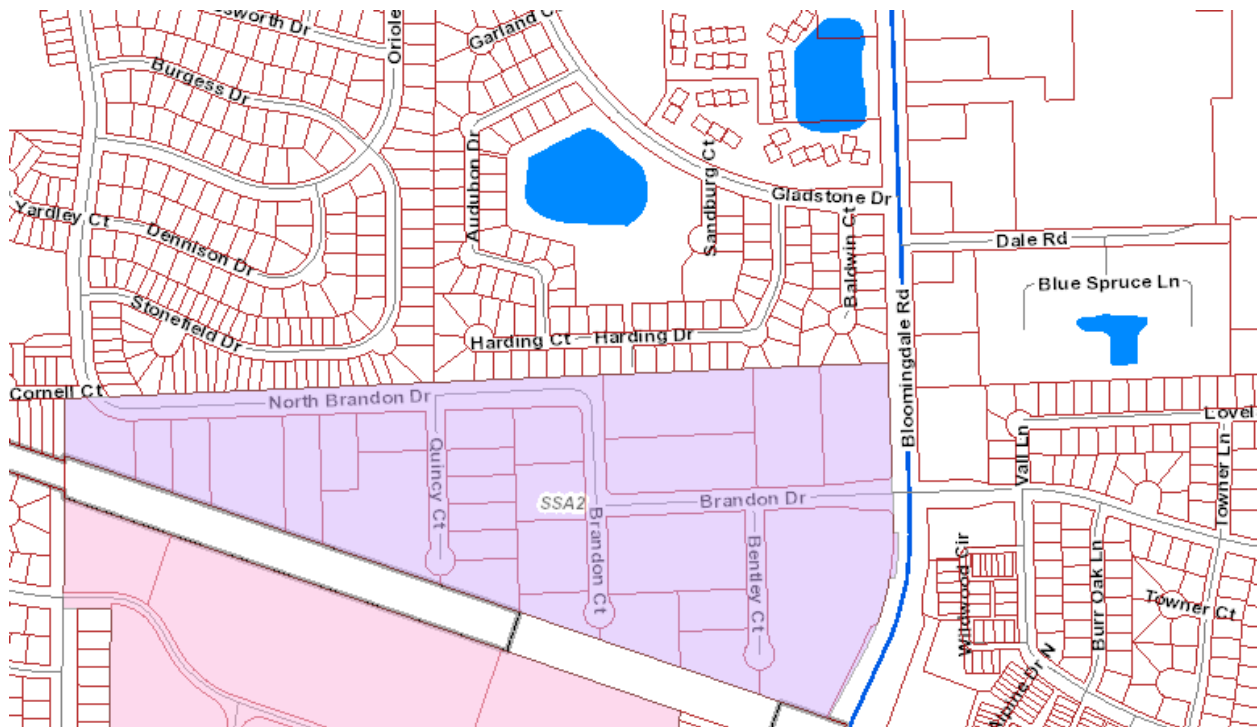
Glendale Industrial Park

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.





ANNUAL BUDGET

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPECIAL SERVICE AREA-02	44,279.12		46,449.00		47,157.00

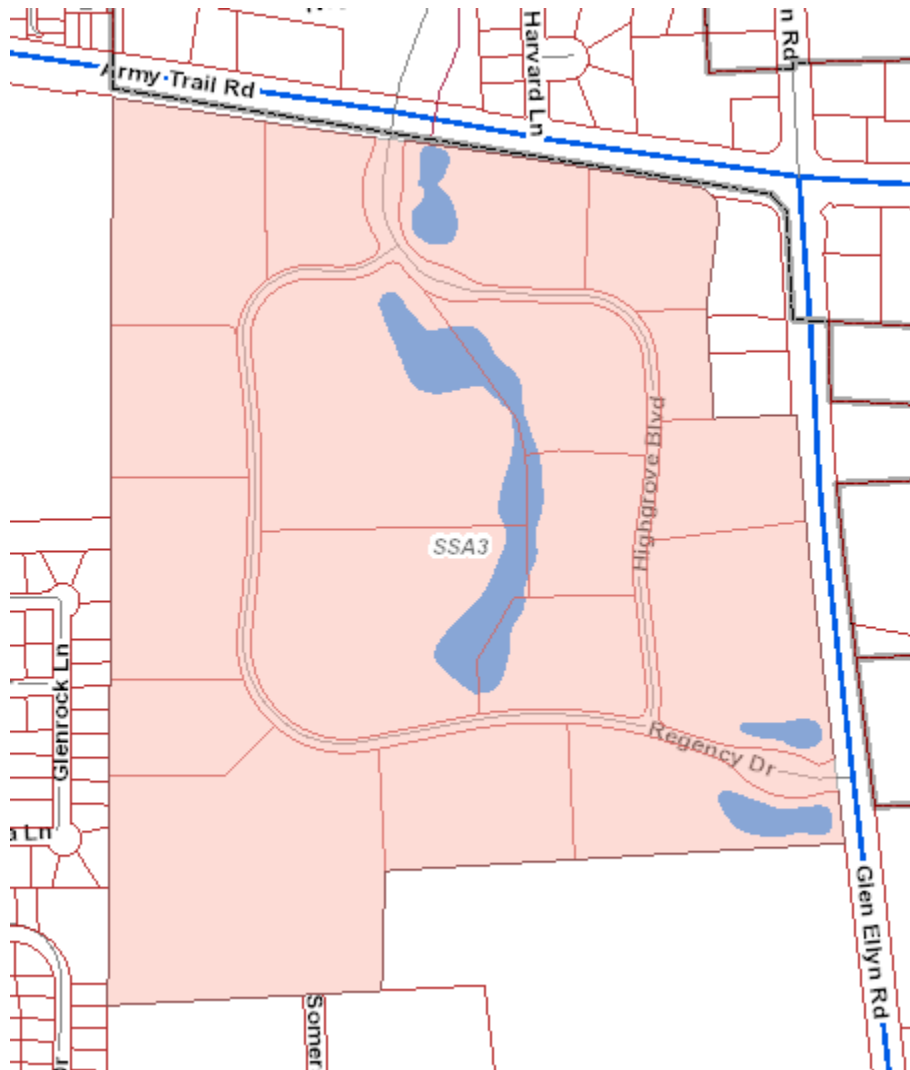
EXPENDITURES

None

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



ANNUAL BUDGET

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPECIAL SERVICE AREA-03	48,286.40		50,652.00		53,086.00

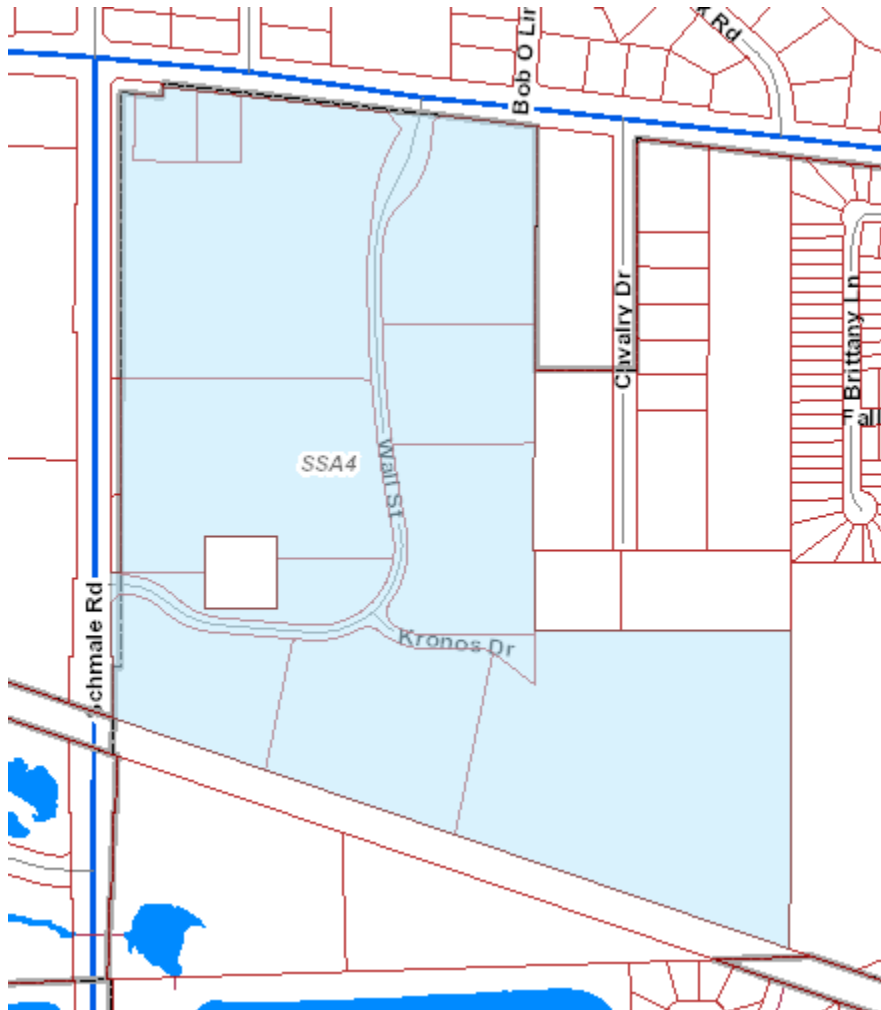
EXPENDITURES

None

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.



ANNUAL BUDGET

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPECIAL SERVICE AREA-04	24,023.90		25,201.00		25,407.00

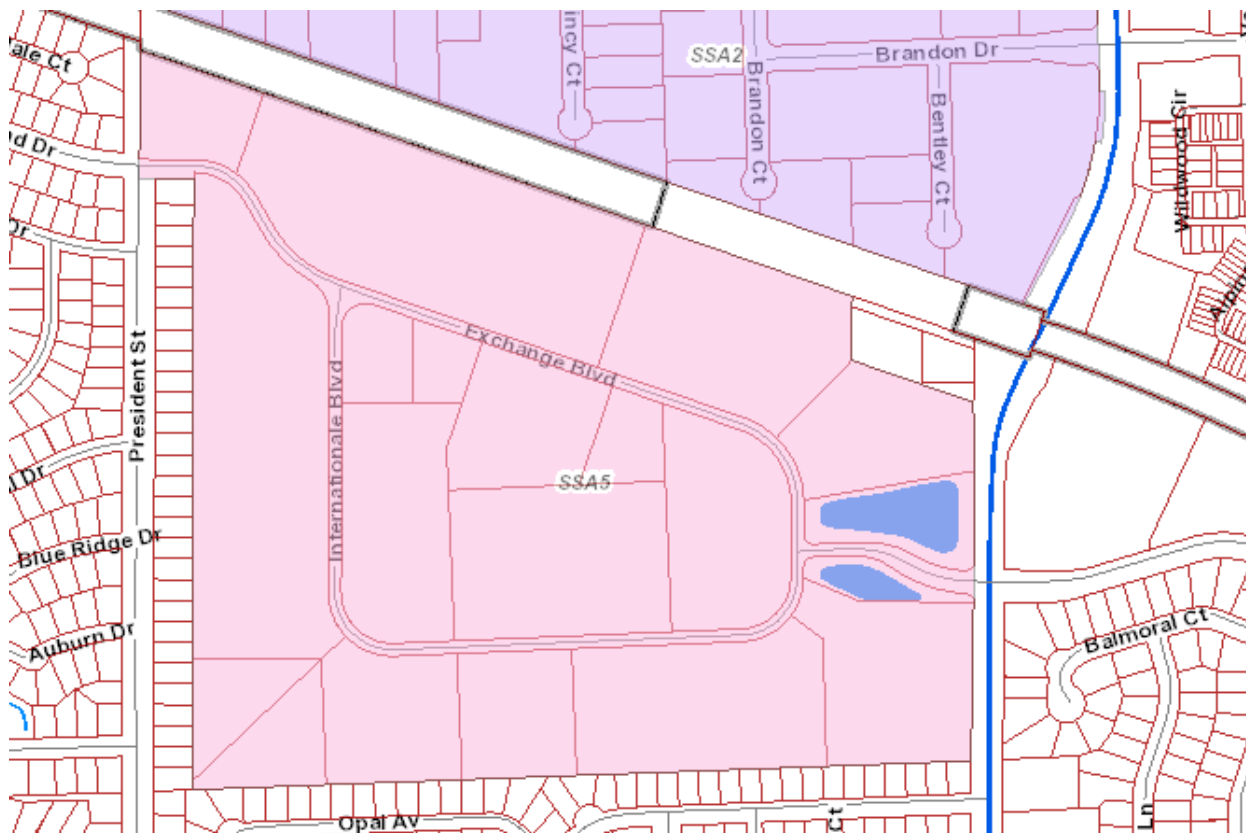
EXPENDITURES

None

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.



ANNUAL BUDGET

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPECIAL SERVICE AREA-05	34,745.24		36,448.00		38,250.00

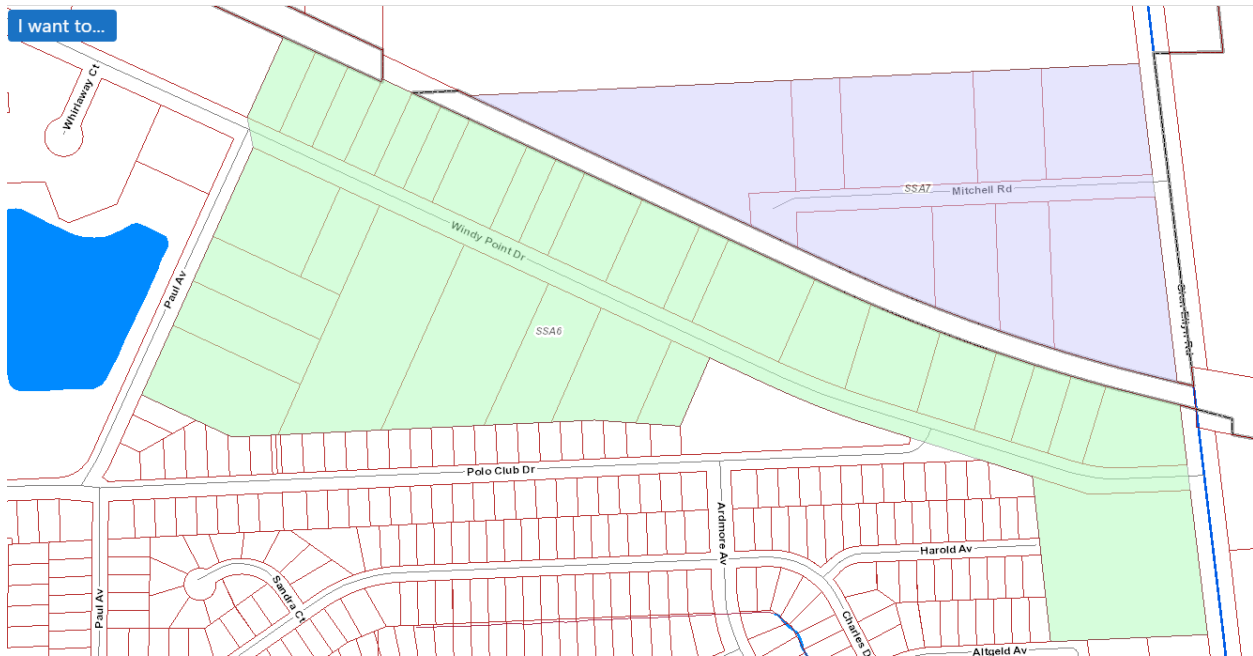
EXPENDITURES

None

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.



ANNUAL BUDGET

REVENUES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPECIAL SERVICE AREA-06	37,595.33		39,437.00		40,988.00

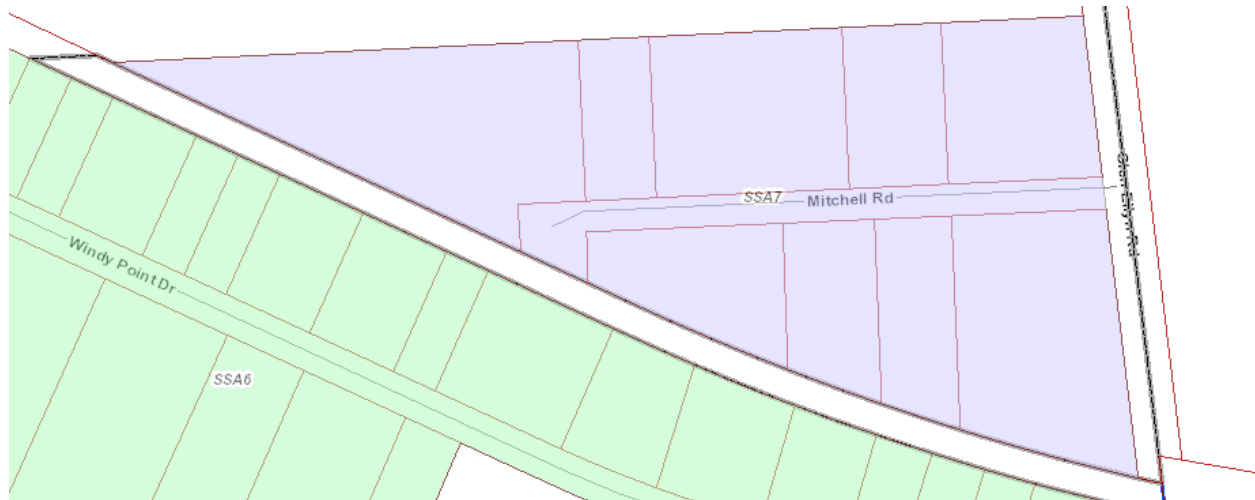
EXPENDITURES

None

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPECIAL SERVICE AREA-07	19,762.83		20,731.00		21,750.00

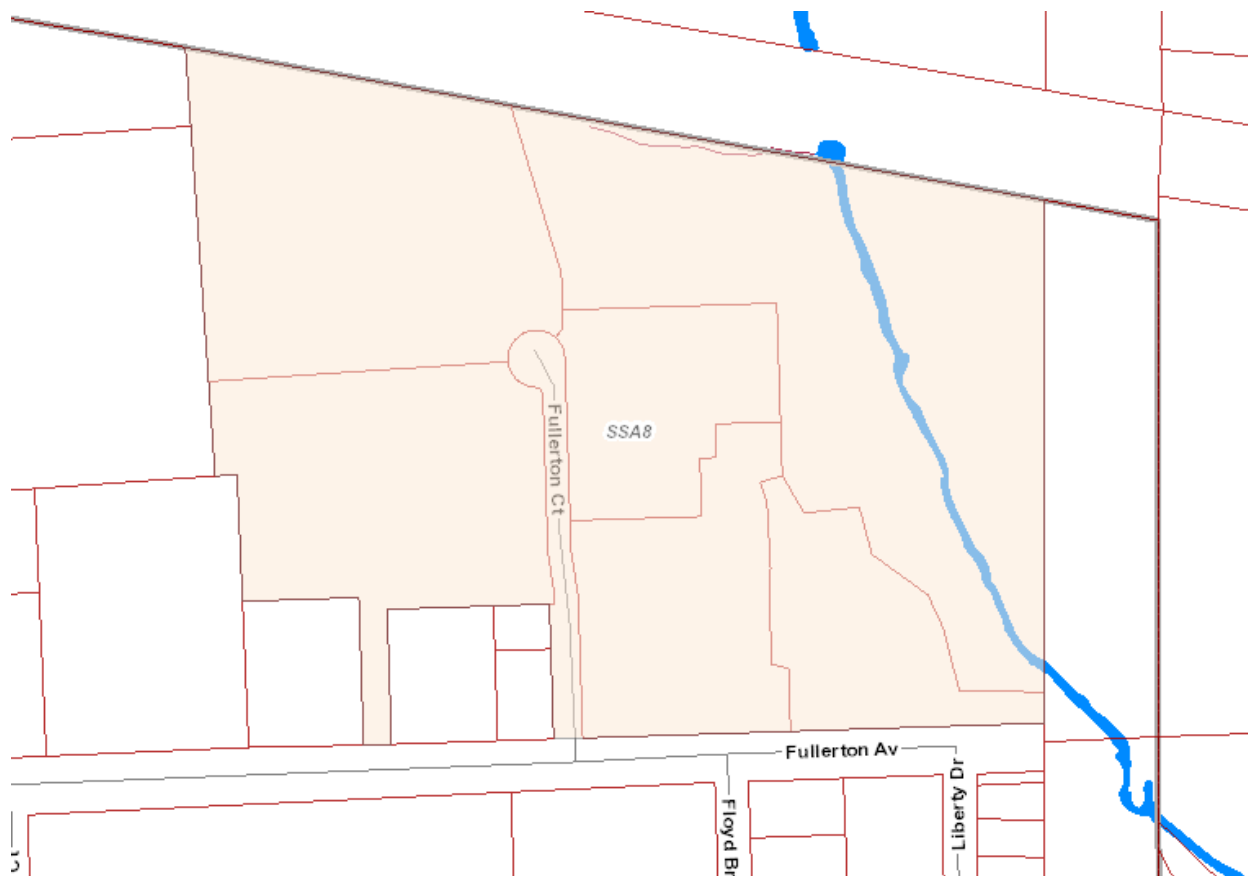
EXPENDITURES

None

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.



ANNUAL BUDGET

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SPECIAL SERVICE AREA-08	32,316.99		33,901.00		34,256.00

EXPENDITURES

None

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
OFS-SURPLUS/TRADE-IN	1,750.00				
TRANSFER FROM GEN.FUND	52,048.00		52,048.00		52,048.00
TRANSFER FROM-LEISURE SVC	924.00		924.00		924.00
TRANSFER FROM-EMERGENCY	332.00		332.00		332.00
TRANSFER FROM-ENVIRONMENT	9,998.00		9,998.00		9,998.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
SOFTWARE MAINT & SUPPORT			68,326.00		68,326.00
OTHER PURCHASE-SERVICES					
COMPUTER SOFTWARE	20,903.00		23,400.00		21,500.00
COMPUTER EQUIPMENT			11,345.00		
P.C. HARDWARE	-0.01		113,000.00		13,000.00

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
INTEREST INCOME	128.45				
STATE OF IL.	24,815.20		372,500.00		472,500.00
TRANSFER FROM GEN.FUND	525,536.00		1,779,000.00		608,500.00
TRANSFER FROM-HANDICAPPED					54,000.00
TRANSFER FROM PARKS IMPRV					71,000.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
R&M PARKS AND GROUNDS	11,950.00		590,716.00		71,000.00
PARKS & GROUND EQUIPMENT	1,891,835.51		259,932.00		
VILLAGE FACILITIES			175,400.00		
PARKS AND GROUNDS			960,000.00		
FACILITY IMPROVEMENTS			25,000.00		38,000.00
SENIOR CENTER			800,000.00		900,000.00
PARKS AND GROUNDS	415.20		301,089.00		567,000.00

CAPITAL FUNDS	
CAPITAL FUNDS BUDGETED PROJECTS	<p>Senior Center Renovations \$900,000</p> <p>Siems Park Path \$370,000</p> <p>Pheasant Ridge Basketball Court \$27,000</p> <p>Millennium Park Improvements (new playground and basketball court) \$107,500</p> <p>Simon's Property-design-followed by OSLAD grant application \$40,000</p> <p>Engineering for 2024 Roof Projects \$38,000</p>

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 just one outstanding bond issues:

- ❖ 2019 General Obligation Builds

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
BOND & INTEREST	1,859,346.53		1,899,300.00		1,824,050.00
OTHER REVENUE	0.38				
TRANSFER FROM GEN.FUND	502,100.00		501,900.00		2,600.00
TRANSFER FROM-ENVIRONMENT	810,092.00		770,968.00		1,188,797.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
PROFESSIONAL-OTHERS	1,247.50		800.00		1,500.00
BANK FISCAL CHARGES	550.00		1,100.00		1,100.00
GOB SERIES 2019	2,140,000.00		2,265,000.00		1,820,000.00
IEPA LOAN					267,717.00
GOB SERIES 2019	972,100.00		865,100.00		751,850.00
IEPA LOAN					173,310.00

DEBT SERVICE SCHEDULES OVERVIEW

General Obligation Project and Refunding Bonds, Series 2019

Purpose:	Refunded GOB Issues 2007, 2009, 2010, Water Meter / Meter Reading Device Replacement Project
Maturity Date:	December 31, 2035
Original Principal:	\$24,210,000.00
Investment Rating:	Aa3 (Moody's)
Principal Outstanding:	\$17,110,000
Interest:	\$3,996,350
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 2019
2020	680,000
2021	2,015,000
2022	2,140,000
2023	2,265,000
2024	1,820,000
2025	1,920,000
2026	1,865,000
2027	1,370,000
2028	1,450,000
2029	1,535,000
2030	1,625,000
2031	1,545,000
2032	765,000
2033	800,000
2034	835,000
2035	865,000
2036	715,000
Total	24,210,000

DEBT SERVICE SCHEDULES

ANNUAL INTEREST PAYMENTS – GENERAL OBLIGATION DEBT

Fiscal Year	Series 2019
2020	264,414.16
2021	1,072,850.00
2022	972,100.00
2023	865,100.00
2024	751,850.00
2025	660,850.00
2026	564,850.00
2027	471,600.00
2028	403,100.00
2029	330,600.00
2030	253,850.00
2031	188,850.00
2032	127,050.00
2033	96,450.00
2034	72,450.00
2035	47,400.00
2036	21,450.00
Total	7,164,814.16

DEBT SERVICE SCHEDULES

ANNUAL DEBT SERVICE PAYMENTS – GENERAL OBLIGATION

DEBT

Fiscal Year	Principal	Interest	Total
2020	680,000	264,414.16	944,414.16
2021	2,015,000	1,072,850.00	3,087,850.00
2022	2,140,000	972,100.00	3,112,100.00
2023	2,265,000	865,100.00	3,130,100.00
2024	1,820,000	751,850.00	2,571,850.00
2025	1,920,000	660,850.00	2,580,850.00
2026	1,865,000	564,850.00	2,429,850.00
2027	1,370,000	471,600.00	1,841,600.00
2028	1,450,000	403,100.00	1,853,100.00
2029	1,535,000	330,600.00	1,865,600.00
2030	1,625,000	253,850.00	1,878,850.00
2031	1,545,000	188,850.00	1,733,850.00
2032	765,000	127,050.00	892,050.00
2033	800,000	96,450.00	896,450.00
2034	835,000	72,450.00	907,450.00
2035	865,000	47,400.00	912,400.00
2036	715,000	21,450.00	736,450.00
Total	24,210,000	7,164,814.16	31,374,814.16

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
LIABILITY INSURANCE	404,038.48		300,000.00		400,000.00
OFS INS RECOVERY	138,914.38				
OTHER REVENUE	8,860.84				
TRANSFER FROM GEN.FUND	345,000.00		345,000.00		410,253.00
TRANSFER FROM-LEISURE SVC	25,000.00		25,000.00		25,000.00
TRANSFER FROM-ENVIRONMENT	120,000.00		120,000.00		120,000.00

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
LIABILITY INS. PREMIUMS	452,472.89		506,850.00		646,850.00
LIAB.INS.-CONSULTING	41,374.98		49,300.00		52,900.00
LIAB.INS.-SELF INSURED	418,305.06		259,886.00		255,000.00
F-TIME & REG.PART-TIME	56,745.30		58,052.00		
FICA-EMPLOYER	3,397.63		3,599.00		
IMRF-EMPLOYER GEN GOV'T	6,488.99		6,774.00		
MEDICAL-EMPLOYER	8,749.24		9,671.00		
MEDICARE-EMPLOYER	794.69		842.00		

ENVIRONMENTAL SERVICES

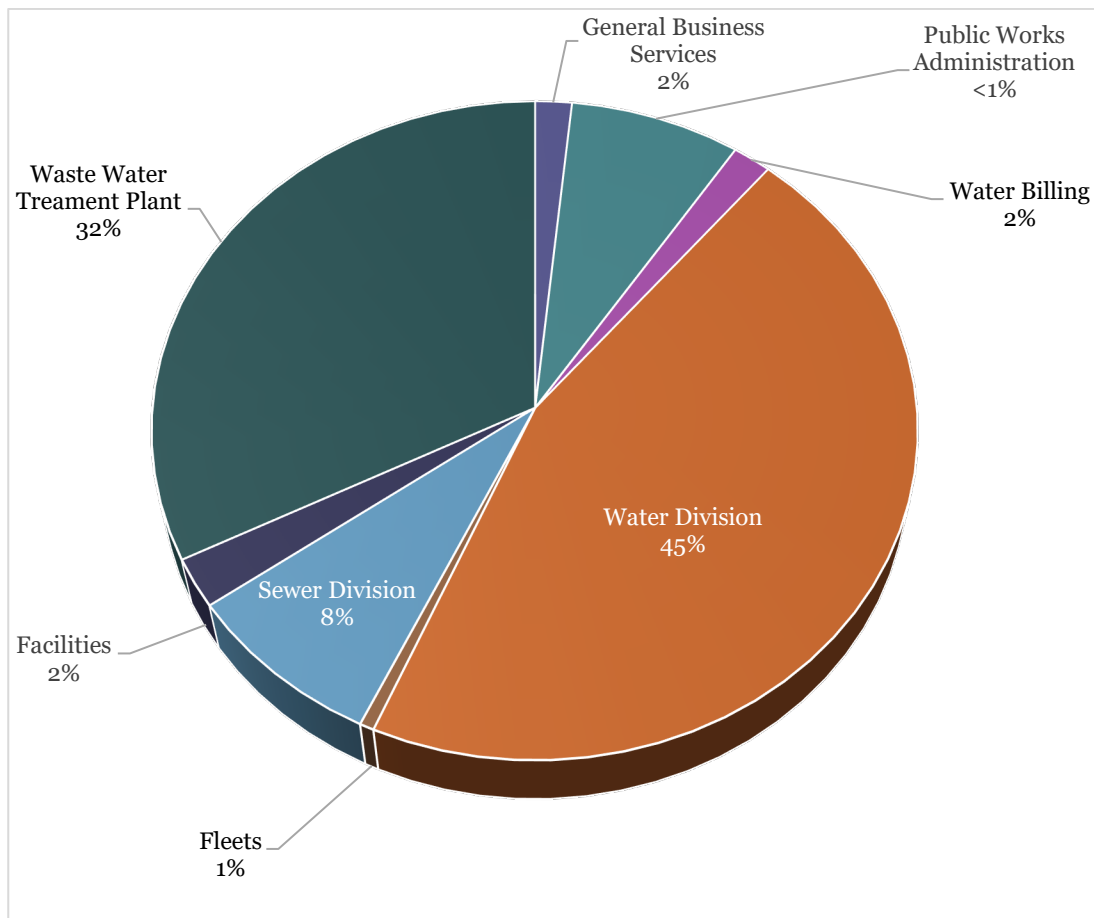
FUND DESCRIPTION

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 EXPENDITURE BUDGET

\$20,664,011

ANNUAL EXPENSES BY DIVISION



PROPOSED BUDGET WITH ACTUAL HISTORY

CATEGORY	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget
License & Permit Fees	\$5,605	\$13,570	\$14,034
Charges for Services	\$10,957,282	\$11,807,229	\$12,048,726
Miscellaneous	\$2,747,162	\$10,553,323	\$9,625,903
Total	\$13,710,048	\$22,374,122	\$21,688,663

ANNUAL EXPENSES BY DIVISION

CATEGORY	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget
Engineering	\$10,064	\$13,761	\$26,777
Public Works Administration	\$2,584,232	\$1,060,713	\$1,590,749
Water Division	\$1,013,893	\$9,036,954	\$5,149,250
Water Purchases	\$3,913,567	\$4,109,253	\$4,225,668
Sewer Division	\$871,252	\$3,673,505	\$1,682,595
Waste Water Treatment Plant	\$1,620,868	\$13,559,270	\$6,695,792
Fleets	\$85,417	\$95,979	\$118,735
Facilities	\$92,749	\$106,868	\$498,016
Water Billing Division	\$345,184	\$341,868	\$3,624,721
General Business Services	\$202,148	\$212,126	\$305,682
Central Services	\$87,091	\$738,087	\$8,275
Total	\$10,826,465	\$32,948,384	\$20,664,011

SIGNIFICANT ACCOMPLISHMENTS IN FY 2022/2023

PUBLIC WORKS DEPARTMENT

Streets Division

In 2022 local road infrastructure were improved throughout the Village as part of the In-House Road Program overlaying Blair Lane, Hickory Lane, Timber Lane, Asbury Drive, and John Street. The 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 undertook the repaving of over 4,000 square yards of surface roadway, and the replacement of 150 linear feet of curb and 3,200 square feet of sidewalk.

The Contracted Sidewalk Removal and Replacement Project were undertaken on approximately four (4) streets in the Village. The purpose of the project was to replace structurally damaged and

hazardous sidewalks. Another aspect of the project was to preserve the mature parkway trees, by elevating the replaced sidewalks over the root system of the trees, rather than removing the tree itself. The Village is responsible for approximately 130 miles of sidewalk.

Street Division Staff responded to 22 snow and ice events throughout last year's winter season, plowing and de-icing 76 center lane miles of roadway and 147 courts. The Street Division also responded to 55 separate flood control events including clearing of storm inlets and streams to alleviate standing water on roadways. Additionally, the Division responded to 383 work orders throughout the year and undertaken over 2,908 JULIE Locates for buried utility services.

The Village pursued a grant opportunity for the rehabilitation of West Fullerton Avenue, from Bloomingdale Road to Schmale Road, and was successfully awarded the Surface Transportation Program (STP) Grant through the DuPage Mayors and Managers Conference for federal funding. The STP grant award is in the amount of \$897,687 or a 60/40 percent match share. The overall project total is estimated to be \$1,496,145. This project will consist of asphalt surface rehabilitation of a 4 inch grind and overlay, construction of high visibility crosswalks, curb modifications at the intersection of Fullerton Avenue at Van Meter Street, ADA ramp and sidewalk improvements, and pavement striping.

Street Division pursued a variety of training opportunities including Certified Flagger, CPR and First Aid, Confined Space Entry and Entry Rescue, Public Roads De-Icing, Hazardous Communication Policy, Electrical, and Lock-Out/Tag-Out.

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 2022, the division reviewed over 110 permit applications including engineering drawings and storm water reports.

The Village completed improvements to Klein Creek (aka Hesterman Ditch) between Hesterman Drive and Mill Pond Drive. The Village was successfully awarded a Storm Water Quality Grant from DuPage County Storm Water Management and an IEPA 319 Grant for the project, to help cover construction costs for the project. The total grant monies are approximately \$648,000. This project removed the concrete channel in the creek and restored natural stream function. This includes improvements to ground water infiltration, natural prairie, and riparian habitats on the creek banks and water quality and the planting of 110 trees and shrubs.

The Division provided contract supervision and construction observation for large road projects. One such project was the 2022 MFT Road Program which included the reconstruction of nine streets, at a total cost of approximately \$4.3 million dollars. Streets that were improved this year

were Coventry Circle, Greenbriar Drive, President Street, Arlington Lane, Lincoln Avenue, Cardinal Drive, Hesterman Drive, Charles Drive, and Devon Avenue.

The Village's contractor continues to maintain vegetation in the East Branch DuPage River Tributary 1 Streambank Stabilization project. Invasive species were removed and native plants were added to create a healthy and sustainable streambank area. Besides offering stabilization to the creek, the vegetation improved the habitat for wildlife and filters pollutants from the water. The overall creek improvements included streambank stabilization, dredging, vegetation management of invasive species, and the planting of new trees and shrubs. The project is now in the phase of planting and managing native species, which will continue for a total of five years. This project previously received \$400k in Community Development Block Grant (CDBG) funds.

The Department was awarded assistance on bicycle and pedestrian feasibility study in the Village from the Chicago Metropolitan Agency for Planning (CMAP). CMAP will provide technical consultants to prepare a Bicycle and Pedestrian Plan. This could lead to further projects to create bike routes in the Village and potentially connect to regional bike routes.

The Division is working on numerous projects to improve the Village's Storm Sewer System. The Village's contractor has completed the replacement of 330 feet of Corrugated Metal Pipe with Reinforced Concrete Pipe under Lincoln Ave. Work has begun on Jacobsen Avenue Sewer Lining Project. The project consists of installing 1,260 lineal feet of pipe lining in the existing storm sewers. The project has a completion date of March 15th, 2023. Engineering is currently in the process of designing improvements to mitigate flooding in the Pearl Avenue/ James Court area. The Village was awarded a DuPage County American Rescue Plan Storm Water Grant for the sum of \$252,419. Construction is expected to start sometime in 2023

Planning has started for the 2023 Road Program. The Village has budgeted 4.5 million dollars for next year's road program, of which 1.7 million will come from MFT funds and is currently in Design.

Wastewater Treatment Plant (WWTP)

The Village's Wastewater Treatment Plant (WWTP) processed over 1.2 billion gallons of wastewater this year within IEPA guidelines and regulations.

The Wastewater Treatment Plant completed an industrial user inventory as part of a condition of its IEPA Discharge Permit. The information provide from this inventory will ensure that all local businesses follow federal and local regulations when discharging wastewater into the Village's collection system. The inventory also provides the mechanism for the Village to establish best management practices in processing conventional and industrial discharges into the wastewater stream.

The WWTP was successful in passing the annual Discharge Monitoring Report Quality Assurance Testing (DMRQA) as required by the IEPA. This testing ensures Village laboratory procedures and methods meet or exceed the standards set forth by the EPA.

The EPA requires that a certified Operator oversees the wastewater treatment plant. There are four levels of certification in Illinois. The Village's Wastewater Treatment Plant requires the highest level of certification being a Class 1. The Village has successfully trained staff and currently there are three Class 1 operators on site, as well as one Class 4 operator. Concentric Integration, LLC, undertook improvements to the Supervisory Control and Data Acquisition System (SCADA). This includes improvements and upgrades to the servers and software for the entire system..

Capital Improvements continue at the Wastewater Treatment Plant with the rehabilitation to Digester #2 this project began August of 2021. One aspect of this project included the rehabilitation of the sludge conveyance system with the addition of a new sludge pump and screw conveyor. This portion of the project is being funded by a DCEO grant that the Village was successful in receiving in 2019 for an amount of 350k. This project will improve plant efficiency in producing better solids processing as well as allowing for additional capacity for Nutrient Removal.

In addition, a new capital project is out for bid which will improve processes at the facility for removing phosphorus. The newly issued IEPA Permit for the facility requires the removal of this limit down to 1 part per million into the receiving stream. This project is being undertaken to achieve this limit and is expected to be completed by September 2024.

Through its membership in the DuPage River Salt Creek Workgroup (DRSCW), the Village participates in the implementation of a chloride reduction program to improving local stream water quality. Additionally, the DRSCW is preparing a Nutrient Implementation Plan for the Village and other Municipal members which will identify measures and projects to reduce offensive condition impairments and meet applicable dissolved oxygen criteria. This is also a requirement of the Village's IEPA Permit and will assist the IEPA in determining future discharge limits that will be achievable for treatment facilities.

Fleets Division

Over the last few years Fleets Division has made changes to its heavy truck purchases. We are now purchasing Peterbilt trucks with stainless steel salt spreaders and dump bodies. These upgrades will allow the Village to utilize these vehicles for at least 12 to 15 years with a longer life expectancy in the overall Fleet. The trucks have been in service for a few seasons now and are performing well. The Division will continue to service and repair over 350 vehicles and pieces of equipment serving the Police, Community Development, Public Works, Parks & Rec, Facilities and lastly the golf course. In house repairs and maintenance allows for a quick turn around and lower costs made possible by our three highly trained mechanics. Recently we

have made two new purchases. These new purchases have replaced two 14 year old trucks. Utilities truck # 649, a 2022 F250. As well as Streets Divisions Truck #570, also a 2022 F250.

Utilities Division

The Village's Water infrastructure was improved in 2022 with the replacement of approximately 2,400 feet of water main on Glengary Drive, Windsor Lane and Chapman Court. This project was partially funded through a DuPage County Community Development Block Grant (CDBG) with a \$400,000 grant. This project included the upsizing of water main from 8" to 10" to improve fire flows in the area and added new main line valves and fire hydrants. Also completed this year was the installation of approximately 350 feet of 6" water main on 2nd Place east of Victoria Lane. This water main extension was installed by the Utilities Division staff. The cost of these two infrastructure improvements to the Village Water Distribution system was approximately \$1,000,000.

The Water Meter Replacement Project completed last year has successfully decreased the unaccounted for water loss annually permitted by the Illinois Department of Natural Resources (IDNR). Since the completion of this project and the annual leak detection survey together with the portable leak detection system, Village water loss has decreased from 9.4% to 6.4% in Water Year 2021.

As of this year, four of the six Village water distribution storage tanks are currently on an annual maintenance program with Veolia North America. This company provides annual inspections and maintenance repairs (internal and external) to the water storage tanks. Scheduled for FY24, a fifth water storage tank will be placed on this maintenance program to continue to provide annual maintenance and help improve water quality Village wide.

Utilities Division staff continued to perform maintenance to the public water infrastructure system by responding to 26 water main breaks, 8 fire hydrant replacements/repairs, 37 b-box repairs, and 21 main line valve repairs. In-house projects and maintenance to the water system continued with the flushing of 667 fire hydrants, 2,597 utility locates and 413 work orders completed by staff. Additionally, Illinois Environmental Protection Agency (IEPA) mandated water sampling was completed and I am pleased to report that all 557 IEPA samples resulted in no violations or water quality issues.

The annual water distribution leak detection survey was undertaken by Water Services Incorporated. The survey identified 10 leaks identified as fire hydrant leaks. Utilities Division staff repaired or rectified all reported leaks. Additionally, a portable leak detection system is deployed in the older section of the distribution system. This system has alerted the Utilities Division to leaks either in the water mains or leaking fire hydrants.

Preventative maintenance to the Village's sanitary sewer collection system continued with the jetting of 113,794 feet (21.5 miles) of public sewer mains. Also, annual root cutting and de-



ANNUAL BUDGET

greasing programs were undertaken. The Mill Pond Lift station Retrofit Project is being designed this year and will be out to bid for construction in spring of 2023. Additionally, the North Avenue Catchment Area I&I Manhole Repairs is being designed and will be out to bid for construction in spring of 2023. This will significantly decrease groundwater entering into the sanitary sewer system.

2023/2024 GOALS & OBJECTIVES

FLEETS DIVISION

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

- ❖ Ensure standard operating procedures and best management practices are implemented and in place for all operations in the Fleets Division by:
 - Ensure monthly/annual safety checks of internal equipment and procedures are undertaken and documented.
 - Divisional safety rep will hold monthly training meetings.
 - Divisional employee shall be on all accident review panels in public works
- ❖ Provide an efficient Fleet that is safe and in good operational condition to support other departments and divisions by:
 - Repetitive, returned vehicles shall be investigated and resolved by Lead Mechanic on occurrences of 2 or more within a 14 day period.
 - Assist other Divisions with new purchases including specifications and installation of equipment.
 - Continue to develop staff skills and knowledge with available training and ASE certifications to improve efficiency.

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.

- Continue to utilize the checklist of all equipment with categories of excellent, good, fair or poor.
- Continue to assign one staff member to perform a weekly inspection of Fleets Division owned tools and equipment to include condition.
- Prioritize repairs and replacement of equipment. Replacement Jack and Porto Jack is budgeted for FY24
- Purchase new auto and light truck scan tool and software. This scan tool will be purchased in FY24.

Goal #3: Develop policies and procedures to improve fiscal responsibility by all Fleets employees.

- ❖ Execute the annual budget responsibly by:
 - Secure multiple pricing on parts and inventory to ensure competitive pricing.

- Perform an annual self-audit of the Divisions inventory in a rotating manner with staff and submit a report to Finance.
- ❖ Recycle and lower carbon footprints while controlling costs by:
 - Continue to extend time between oil & fluid changes.
 - Continue to recycle antifreeze, batteries, engine oil, brake fluid, hydro fluid, and steel.

STREETS DIVISION

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

- ❖ Improve Pedestrian Safety throughout the Village.
 - Install Flashing Crosswalk signs, activated by pedestrians at Camera Park main entrance in FY24.
 - Identify remedial sidewalk work and update GIS to track and record conditions. Implement newly created comprehensive sidewalk checklist to have data integrated into GIS with new purchased I-Pads in FY24.
 - Convert historic sidewalk data into GIS.
 - Review and contract annual sidewalk program.
 - Contribute to the Bike & Pedestrian Plan as part of the Steering Committee with CMAP in FY24.
- ❖ Improve Street Lighting in the Village.
 - Review existing lighting plan and integrate into GIS with field verification of deficiencies to identify new projects.
 - Continue working with Com-Ed to install a new streetlight at 130 W Fullerton Avenue to provide better lighting for an area of poor street lighting as part of STP for West Fullerton Avenue.
 - Install additional street lighting at 177, 137, and 101 Mill Pond Drive in FY24.
- ❖ Improve and Maintain Village Streets.
 - Utilize the 10 year Pavement Analysis Report developed by IMS in FY23 to review and plan MFT and In-House Road Projects.
 - Undertake annual In-House survey of existing pavement conditions for remedial temporary and permanent asphalt repairs, utilizing the Pavement Analysis Report (IMS).
 - Develop an Inspection and Repair form for Class D Patches to be implemented into GIS.

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.
 - Street Division Manager will collaborate with the Assistant Village Engineer to develop a five year Capital Improvement Plan to address public owned property flooding incidents, including in-house projects/repairs.

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

- ❖ Improve efficiency and maximize financial opportunities with in the Streets Division by.
 - Pursue Grant Opportunities for Village streets. Review available streets to be part of grants from FAU, STP, CMAP, and American Rescue Plan Act (ARPA) and work with CBBEL with applications.
 - Purchase two new I-Pads to collect data on Street Division assets (Sidewalks, Signs, Pavement Markings, etc...) to implement into GIS for future projects.

WWTP Division

Goal #1: Provide efficient wastewater services in a manner which protects the public's health, safety and welfare

- Evaluate and pursue projects/recommendations from Energy Efficiency Study.
- Phosphorus Removal Project construction to improve WWTP Nutrient removal performance and conform to the NPDES Permit.
- Undertake construction of the fine screens rehab project which was awarded in FY23.
- Construction of UV disinfection to eliminate gas chlorine in FY24.
- Design of Primary Clarifiers per Facility Plan.

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

- ❖ Control odors emanating from the Treatment Plant by:
 - Patrol the area for odors on a daily basis.
 - Analyze the operations of both digesters and sludge conveyance system daily, and make adjustments as necessary to negate upsets.
 - Ensure reliable supplies of odor reducing chemicals are in stock or available for use.
 - Negotiated new contract with Stewart Spreading and will monitor performance in FY24.
- ❖ Ensure all Equipment is correctly maintained and serviced in a timely manner by:
 - New assets and contact information for procurement to be entered into Allmax database.
 - Daily work orders to be issued to staff to undertake maintenance/repairs.

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

- ❖ Investigate potential programs for funding by:
 - Pursue energy grants from energy efficiency study.
 - Pursue low interest IEPA loans for UV and Primary Clarifiers projects.
 - Pursue DCEO grant opportunities for sludge processing.
- ❖ Reduce the environmental impact of the Village's wastewater system upon land and water resources by:
 - Review and analyze chloride reduction plan in the Village.
 - Finalize Metals Study to mitigate zinc requirement in NPDES Permit and submit to IEPA.
 - Implementation of UV will eliminate the need to use chlorine in the waste stream under normal conditions.
 - Ensure businesses conform to the Village's Local Limits and USEPA categorical limits to mitigate pollutants at source.

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

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

- Reduce or eliminate the limit for zinc as a result of the Metals Translator Study Findings.
- ❖ Compliance with IEPA NPDES Permit by:
 - Completing Local Limits Study and amend Sewer Use Ordinance.
 - Completing Commercial/Industrial survey inventory for USEPA.

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 by:
 - Undertake design of President and Stevenson Lift Station rehabilitation in FY24
 - Televised sewer videos from remaining Millpond catchment areas to be linked to new GIS
 - Millpond catchment area will be analyzed by CBBEL for defects to be repaired
- ❖ Identify and repair structural defects to the Village's water distribution system by:
 - Replacement and upsize of water main on East Jill Ct. and Marilyn Ave. with CDBG/Village funds FY24
 - Design replacement and upsizing of water main on Cambridge Ln. and Westchester Dr. FY24
 - Update GIS with all water main break locations FY24

Goal #2: Improve service delivery across all areas of Utilities Division Operations.

- ❖ Implement new regulations as required by the USEPA and IEPA regarding new Unregulated Contaminant Monitoring Rule (UCMR 5) sampling by:
 - Ensure all UCMR 5 sampling is undertaken at the approved location per IEPA sample demand request and data submitted to the USEPA via the CDX website
 - Complete lead and copper sampling in 2023 as required, and inform individual residents of lead level results exceeding 15 ppb if needed
 - Review and submit water service material inventory to USEPA by April 15, 2023

- ❖ Maintain water quality and flow through the installation of mechanical mixing in the water towers and capital projects by:
 - Rehabilitation of Burdette West Elevated Water Tower and installation of potable water mixers to improve water quality
 - Rehabilitate Windy Point metering station in FY25

- ❖ Minimize interruptions and improve services to customers by:
 - Ensure monthly IEPA sampling is undertaken and submitted
 - Communicate with Fire Departments to ensure adequate flows for local businesses
 - Replace in FY24 old style fire hydrants to improve firefighting operations

- ❖ Proactively address ad-hoc services throughout the Village pertaining to water and sewer infrastructure by:
 - Undertake in FY24 additional water valve installations in order to reduce customer water outages during water infrastructure repairs
 - Replacement in FY24 of 2 - port fire hydrants in the water distribution system
 - The Utilities locator crew member will identify defective water system ancillaries for repair

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

- ❖ Review and implement recommendations from the Water & Sewer Rate Study in FY 24 by:
 - Form a Water & Sewer Rate Implementation committee
 - Establish new rates for Board approval by May 2024

- ❖ Work Towards Finalizing New DuPage Water Commission Contract with Village by:
 - Attending meetings at DuPage Water Commission commencing in FY24

Public Works Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Improve street maintenance
- Improve sidewalk maintenance

Village Response

- Utilize the 10 year payment analysis report developed by IMS to review and plan MFT and in-house road projects
- Increased annual road program funding to \$4.5 million
- Increased annual sidewalk program funding to \$260 thousand

Public Works Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Maintain high quality water and sewer infrastructure

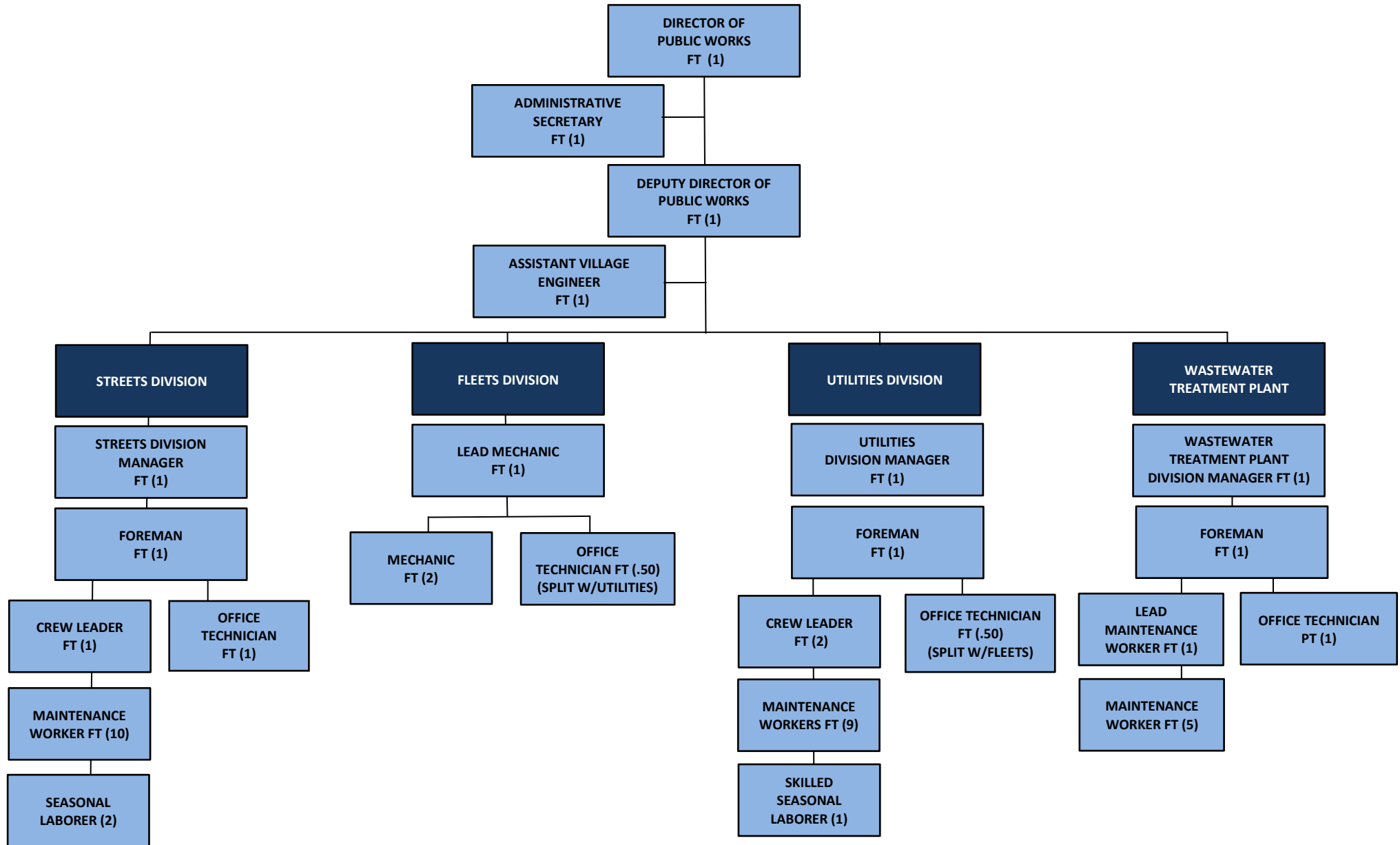
Village Response

- Evaluate and pursue projects/recommendations from Energy Efficiency Study
- Undertake Phosphorus Removal Project construction to improve Waste Water Treatment Plant Nutrient removal performance and conform to the NPDES Permit
- Undertake construction of fine screens rehabilitation project
- Construct UV disinfection system
- Design Primary Clarifiers as per Facility Plan

FY 2023 / 2024

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

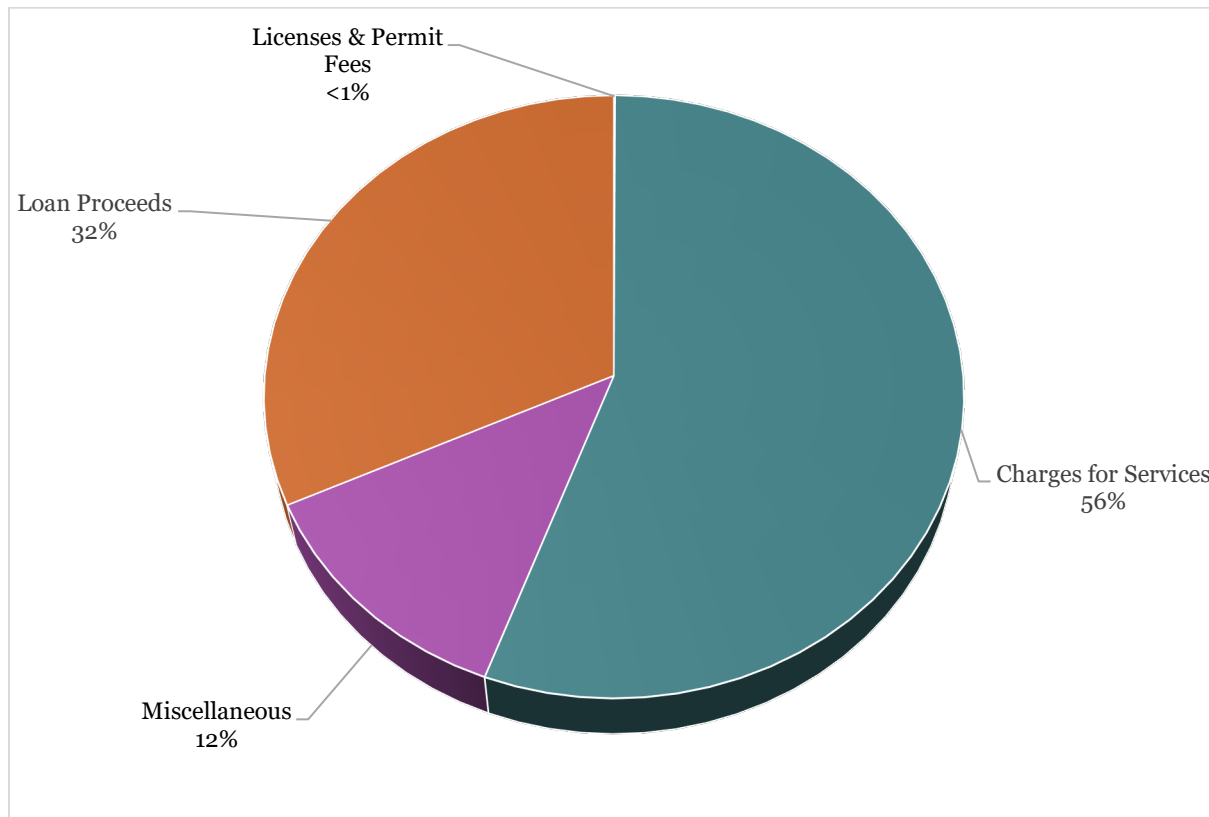
PUBLIC WORKS



The department of Public Works is organized into six divisions: Administration, Street, Utilities, Fleets, Engineering and Wastewater Treatment Plant. 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 authorized: 43 Full-Time, 1 Part-Time, and 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 56% 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.

Prior to May 1, 2022, the last rate increase for water use was back in 2019. That rate increase was a direct result of the actual cost of water purchased by the Village from the DuPage Water Commission that is passed through. Prior 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
 May 1, 2020 – no increase
 May 1, 2021 – no increase
 May 1, 2022 - .21¢ per thousand gallons
 May 1, 2023 - .21¢ per thousand gallons

RESIDENTIAL WATER RATES Effective May 1, 2023 (P/TH GALLONS)	
Cost Allocation	Rate (Per Month)
Water	\$5.39
Local Water Delivery	\$3.50
Sewer	\$6.15
Sewer Debt	\$10.00 (Flat Rate)
Capital Infrastructure Fee	\$3.00 (Flat Rate)
TOTAL AVG. COST OF WATER BILL AT 6 TG	\$103.24

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.

LOAN PROCEEDS

The Village has submitted three loan applications from the Illinois Environmental Protection Agency (IEPA) in the amount of \$19.5 million dollars for continued improvements at the Waste Water Treatment Plant (WWTP), and a Water Supply Facilities Rehabilitation Project.

MISCELLANEOUS REVENUE

FISCAL YEAR 2023/24

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
WATER PERMIT FEES	100.00		160.00		160.00
SEWER PERMIT FEES	1,450.00		2,500.00		2,500.00
LICENSE AND PERMIT FEES	4,055.00		4,910.00		6,874.00
PRETREATMENT PERMITS			6,000.00		4,500.00
TOWER RENTAL	105,082.44		108,927.00		113,035.00
METERED WATER REVENUE	2,108.82				
LATE PENALTY FEES	318,964.52		357,596.00		320,415.00
WATER TAP IN FEES			12,000.00		12,000.00
WATER METER SALES	2,015.95		6,000.00		6,000.00
SEWER RODDING FEES	5,380.00				200.00
SEWER EXCAVATION FEES	6,300.00				
SEWER TAP IN FEES			14,400.00		4,000.00
CAPITAL INFRASTRUCT FEE	465,008.80		335,726.00		456,000.00
NSF-FEE	600.00		1,000.00		600.00
SURCHARGES			12,000.00		
INTEREST INCOME	10,795.88		35,000.00		77,800.00
FEDERAL GRANTS			600,000.00		600,000.00
STATE OF IL.					535,000.00
CASH (OVER) & SHORT	-574.74				
(GAIN)&LOSS SALES VIL.PRO	-46,906.31				
OTHER REVENUE	67,546.48		107,800.00		10,000.00
IEPA LOAN PROCEEDS	209,442.06		6,000,000.00		6,915,000.00
DEBT SERVICE	1,548,885.60		1,120,523.00		1,121,103.00
ARPA PROCEEDS	525,118.00		2,690,000.00		
PY ADJUSTMENT	1,830.74				
TRANSFER FROM GEN.FUND					367,000.00
METERED WATER REVENUE	5,979,416.16		6,469,667.00		6,496,265.00



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FEDERAL	400,000.00			
OFS-SURPLUS/TRADE-IN	5,000.00			
OTHER REVENUE	979.00			
PY ADJUSTMENT	10,000.00			
VOLUME SEWER REVENUE	4,060,539.92		4,489,913.00	4,629,211.00
FLAT SEWER REVENUE	11,864.96			11,000.00
OTHER REVENUE	15,045.01			

ENVIRONMENTAL SERVICE FUND: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Works Department provides services to 33,176 residents, eight industrial parks, and various commercial enterprises in six 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.

Waste Water Treatment Plant (WWTP) - 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	116,478.64		115,105.00		182,468.00
FICA-EMPLOYER	6,677.37		7,137.00		11,313.00
IMRF-EMPLOYER GEN GOV'T					14,670.00
MEDICAL-EMPLOYER					29,657.00
TRAVEL FOR MEETING & CONF					300.00
MEDICARE-EMPLOYER	1,642.86		1,669.00		2,646.00
AUDITING	13,000.00		13,000.00		13,000.00
LEGAL	350.18		100.00		100.00
ENGINEERING	21,214.06		10,586.00		1,000.00
OTHER PROFESSIONAL	2,162.78		3,250.00		3,500.00
PRINTING & BINDING					500.00
OPERATING SUPPLIES			500.00		500.00
OFFICE EQUIPMENT	199.99		200.00		2,500.00
TELEPHONE	3,244.03		3,300.00		3,500.00
CELLULAR PHONE	381.76		600.00		600.00
NATURAL GAS	2,779.98		300.00		3,500.00
LEASES-EQUIPMENTS	1,526.73		2,353.00		1,600.00
MEMBERSHIP DUES	417.86		400.00		600.00
MISCELLANEOUS EXPENSE	1.29				
DEPRECIATION EXPENSE	1,473,320.00				
LEASE AMORTIZATION	687.00				
PRINCIPAL	-0.38		1,103.00		
INTEREST	57.83		144.00		
TRANSFER TO-COMPUTER REP	9,998.00		9,998.00		9,998.00
TRANSFER TO-DEBT SERVICE	810,092.00		770,968.00		1,188,797.00
TRANSFER TO-LIABILITY INS	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 Illinois Environmental Protection Agency (IEPA) Storm water National Pollutant Discharge Elimination System (NPDES) MS4 Permit remains in compliance.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	8,361.89		10,554.00		10,213.00
FICA-EMPLOYER	549.15		654.00		633.00
IMRF-EMPLOYER GEN GOV'T					4,106.00
MEDICAL-EMPLOYER					10,227.00
TRAINING & SEMINARS			500.00		500.00
MEDICARE-EMPLOYER	128.39		153.00		148.00
SOFTWARE SUPPORT/MAINT	400.00		500.00		
OFFICE SUPPLIES			500.00		150.00
UNIFORM/PPE			200.00		100.00
GAS & FUEL	505.73		400.00		400.00
CELLULAR PHONE	118.92		300.00		300.00

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 33,176 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	493,189.37		510,346.00		527,868.00
TEMPORARY HELP					20,000.00
OVERTIME PAY	30,901.01		28,000.00		25,000.00
FICA-EMPLOYER	31,640.14		33,377.00		35,518.00
IMRF-EMPLOYER GEN GOV'T					53,597.00
MEDICAL-EMPLOYER					137,745.00
TRAVEL FOR MEETING & CONF			600.00		1,000.00
TRAINING & SEMINARS	4,076.55		6,000.00		5,000.00
MEDICARE - EMPLOYER	7,399.84		7,807.00		8,307.00
LEGAL	8,497.30		20,000.00		44,000.00
ENGINEERING	25,170.93		871,358.00		83,000.00
PUBLIC WORKS-WATER	14,225.50		16,500.00		20,000.00
DEBRIS REMOVAL	4,904.00		5,000.00		5,000.00
PRINTING & BINDING			500.00		500.00
CONTRACTUAL SERVICES	13,682.43		116,400.00		143,700.00
SOFTWARE SUPPORT & MAINT	4,743.68		12,800.00		10,000.00
WTR METER REPLACEMNT PROJ	58,586.50		-387,758.00		
OFFICE SUPPLIES	173.76		400.00		300.00
LANDSCAPING SUPPLIES	3,212.93		2,500.00		3,500.00
MATERIALS	22,176.93		16,000.00		20,000.00
UNIFORMS	3,264.18		2,400.00		3,500.00



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CHEMICALS	288.42		1,500.00		1,300.00
GAS & FUEL	18,979.07		15,000.00		13,000.00
OPERATING SUPPLIES	58,533.32		69,500.00		50,000.00
OPERATING SUPPLIES	3,509.17		5,000.00		4,000.00
OPERATIONAL EQUIPMENT	899.99		10,000.00		4,800.00
CELLULAR PHONE	2,111.25		900.00		900.00
ELECTRICITY	51,227.96		60,000.00		55,000.00
LAKE MICH. WATER	3,913,566.86		4,109,253.00		4,225,668.00
RENTALS-EQUIPMENTS	276.00		3,000.00		14,000.00
PUBLIC WORKS-WATER DIV.	4,896.36		15,108.00		5,000.00
INFRASTRUCTURE MAINT			2,000.00		8,500.00
TANK MAINTENANCE	146,860.44		207,549.00		211,438.00
MEMBERSHIP DUES	466.00		1,000.00		4,650.00
PUBLIC WORKS-WATER			39,700.00		
INFRASTRUCTURE-WATER	0.37		7,344,467.00		3,629,127.00

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 that assists homeowners who may be experiencing sanitary sewer line problems.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	566,633.19		574,089.00		618,027.00
TEMPORARY HELP	4,038.75				
OVERTIME PAY	33,479.85		30,000.00		30,000.00
FICA-EMPLOYER	36,207.64		37,454.00		40,178.00
IMRF-EMPLOYER GEN GOV'T					38,223.00
MEDICAL-EMPLOYER					89,071.00
TRAINING & SEMINARS	2,425.00		7,600.00		2,400.00
MEDICARE - EMPLOYER	8,467.65		8,759.00		9,396.00
LEGAL	1,942.76		5,000.00		6,000.00
ENGINEERING	7,527.20		307,902.00		345,000.00
DEBRIS REMOVAL	2,714.50		4,000.00		3,000.00
CONTRACTUAL SERVICES	3,989.54		17,500.00		24,000.00
NORTH AVE EMERG REPAIRS	5,900.12		7,000.00		
OFFICE SUPPLIES	178.57		200.00		500.00
LANDSCAPING SUPPLIES	3,420.59		3,000.00		3,000.00
MATERIALS	9,758.19		10,000.00		10,000.00
UNIFORMS	3,282.07		3,800.00		4,200.00
CHEMICALS	9,000.00		11,500.00		6,000.00
GAS & FUEL	21,025.51		15,000.00		20,000.00
OPERATING SUPPLIES	4,257.36		5,000.00		4,000.00
PRIVATE EXCAVATION SUPPLI	8,906.77				
OPERATING SUPPLIES	2,959.06		3,000.00		3,000.00
OPERATIONAL EQUIPMENT	1,783.80		4,000.00		2,000.00



ANNUAL BUDGET

OTHER OPERATING EQUIPMENT				4,000.00
CELLULAR PHONE	1,180.32		900.00	900.00
ELECTRICITY	25,699.94		30,000.00	28,000.00
NATURAL GAS	1,151.53		950.00	1,200.00
RENTALS-EQUIPMENTS	11,515.22		1,000.00	14,200.00
PUBLIC WORKS-SEWER DIV.	39,460.59		42,108.00	72,800.00
LIFT STATION SITE IMPROVE	12,446.00		6,000.00	
INFRASTRUCTURE MAINT	16,067.63		75,000.00	50,000.00
BAD DEBT EXPENSE	25,833.00			
PUBLIC WORKS-SEWER			44,348.00	
INFRASTRUCTURE-SEWER	-0.50		2,418,395.00	253,500.00

ENVIRONMENTAL SERVICE FUND: WASTE WATER TREATMENT PLANT (WWTP)

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Waste Water Treatment Services division is responsible for the operation and maintenance of the Village's Waste Water Treatment Plant (WWTP). 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 Illinois Environmental Protection Agency (IEPA) permits the facility 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 Statewide 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 WWTP has won such an Award.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	667,198.01		741,361.00		774,472.00
OVERTIME PAY	20,837.07		17,000.00		15,000.00
FICA-EMPLOYER	40,991.47		47,018.00		48,947.00
IMRF-EMPLOYER GEN GOV'T					60,677.00
MEDICAL-EMPLOYER					146,404.00
TRAVEL FOR MEETING & CONF	532.00		600.00		400.00
TRAINING & SEMINARS	5,283.85		9,300.00		7,000.00
MEDICARE EMPLOYER	9,586.92		10,996.00		11,447.00

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LEGAL SERVICES	3,810.80		25,000.00		30,000.00
ENGINEERING	110,298.68		960,811.00		185,000.00
LAB TESTING SERVICES	9,710.70		14,700.00		20,700.00
PUBLIC WORKS-W.TREATMENT	28,593.42		68,283.00		69,250.00
SLUDGE REMOVAL	121,246.02		382,000.00		225,000.00
PRINTING & BINDING			100.00		100.00
SOFTWARE SUPPORT & MAINT	4,852.35		24,279.00		19,000.00
OTHER PURCHASED SERVICES	92,091.00		110,054.00		1,200.00
OFFICE SUPPLIES	927.22		500.00		500.00
UNIFORMS	3,030.58		5,260.00		4,780.00
CHEMICALS	24,007.85		36,500.00		40,500.00
LAB SUPPLIES	9,339.22		20,500.00		9,000.00
GAS & FUEL	520.19		1,000.00		1,500.00
OIL & GREASE	1,159.35		1,850.00		2,400.00
OPERATING SUPPLIES	2,109.90		9,000.00		4,000.00
OPERATING EQUIPMENT	3,673.73		4,872.00		2,500.00
TELEPHONE	2,396.62		7,500.00		3,000.00
CELLULAR PHONE	608.60		815.00		1,265.00
ELECTRICITY	221,171.43		245,000.00		230,000.00
NATURAL GAS	9,439.50		6,500.00		8,000.00
UTILITIES/WATER	109,491.88				10,000.00
LEASES-EQUIPMENTS	860.70		1,088.00		1,500.00
PUBLIC WORKS-W.TREATMENT	68,096.22		200,500.00		91,000.00
PUBLIC WORKS-W.TREATMENT	2,010.49		3,500.00		2,000.00
MEMBERSHIP DUES	14,450.75		15,510.00		16,750.00
N.P.D.E.S. FEE (IL.STATE)	32,499.96		32,500.00		32,500.00
PUBLIC WORKS-W.TREATMENT			41,800.00		
P.WORKS-WATER TREATMENT	-0.61		558,868.00		105,000.00
WPCF DIGESTER REHAB PROJ	-0.24		8,953,793.00		515,000.00
WTPP PHOSPHOROUS REMOVAL			1,000,000.00		4,000,000.00
PRINCIPAL	0.29		807.00		
INTEREST	41.71		105.00		

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 on approximately 300 Village owned vehicles and equipment, of which roughly 25 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 seven working service bays, and five 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	53,964.36		57,160.00		59,648.00
OVERTIME PAY	160.02		1,000.00		700.00
FICA-EMPLOYER	3,169.37		3,606.00		3,742.00
IMRF-EMPLOYER GEN GOV'T					4,185.00
MEDICAL-EMPLOYER					12,933.00
TRAINING & SEMINARS	200.00		1,000.00		1,500.00
MEDICARE-EMPLOYER	741.20		843.00		875.00
COMPUTER SOFTWARE	2,449.50		2,800.00		2,600.00
UNIFORM/PPE			570.00		600.00
MISC. INVENTORY SUPPLIES	24,732.14		29,000.00		31,952.00

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; WWTP, 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART-TIME	78,196.48		78,916.00		78,916.00
OVERTIME PAY	632.31		500.00		500.00
FICA-EMPLOYER	4,657.98		4,893.00		4,893.00
IMRF-EMPLOYER					7,676.00
MEDICAL-EMPLOYER					17,437.00
MEDICARE-EMPLOYER	1,089.24		1,144.00		1,144.00
OTHER PURCHASE-SERVICES	880.75		1,265.00		1,050.00
JANITORIAL SUPPLIES	3,207.75		3,600.00		3,600.00
ELECTRICAL SUPPLIES	296.77		500.00		500.00
HARDWARE SUPPLIES	613.38		100.00		100.00
PLUMBING SUPPLIES	54.00		200.00		200.00
LUMBER SUPPLIES			100.00		100.00
R & M EQP & BUILDINGS	3,120.72		15,650.00		14,900.00
R&M BUILDINGS & EQUIPMENT					367,000.00

ENVIRONMENTAL SERVICE FUND: INFORMATION SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Information Services (I.S.) Division of the Administration Department consists of two personnel and a contracted I.S. technology consulting firm providing support to over 260 computers and nearly 200 users. They currently manage and maintain several primary servers and virtual servers running across 3 host physical servers, and a cloud based host of 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	19,706.23		20,515.00		20,750.00
OVERTIME PAY	602.02		250.00		250.00
FICA-EMPLOYER	1,218.72		1,272.00		1,272.00
IMRF-EMPLOYER					1,668.00
MEDICAL-EMPLOYER					2,861.00
MEDICARE-EMPLOYER	285.08		297.00		297.00
NETWORK CONSULTING	18,027.48		19,800.00		20,273.00
HTE ANNUAL SERV.CONTRACT	21,350.00		22,680.00		23,814.00
COMPUTER EQUIPMENT			4,000.00		4,000.00

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 Finance Department, includes 2 full-time budgeted employees that are responsible for the water billing for the Village. The Water Billing Division maintains nearly 9,000 water accounts and takes care of all the billing and collections on a monthly basis.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME	156,390.63		134,868.00		131,685.00
OVERTIME PAY	1,329.71		3,000.00		1,000.00
FICA-EMPLOYER	9,542.43		8,453.00		8,226.00
IMRF-EMPLOYER					10,587.00
MEDICAL-EMPLOYER					7,500.00
TRAVEL FOR MEETING & CONF			200.00		200.00
MEDICARE-EMPLOYER	2,231.58		1,977.00		1,924.00
LEGAL	195.00		2,000.00		2,000.00
PRINTING & BINDING	8,777.92		11,000.00		10,000.00
OTHER PURCHASE-SERVICES	37,627.00		41,420.00		38,000.00
POSTAGE	46,498.93		48,000.00		49,500.00
OFFICE SUPPLIES			400.00		1,400.00
GAS & FUEL			100.00		
CELLULAR PHONE	370.90		450.00		450.00
BANK FISCAL CHARGES	82,220.27		90,000.00		100,000.00

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 Relations, Finance, and Central 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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
F-TIME & REG.PART TIME-ADMIN	29,590.40		33,666.00		42,479.00
FICA-EMPLOYER	1,566.07		2,087.00		2,634.00
IMRF-EMPLOYER GEN GOV'T					3,415.00
MEDICAL-EMPLOYER					5,360.00
MEDICARE-EMPLOYER	415.73		488.00		616.00
F-TIME & REG.PART TIME-HR	26,296.15		26,901.00		28,109.00
FICA-EMPLOYER	1,565.61		1,668.00		1,743.00
IMRF-EMPLOYER GEN GOV'T					1,626.00
MEDICAL-EMPLOYER					1,859.00
MEDICARE-EMPLOYER	366.09		390.00		408.00
F-TIME & REG.PART TIME-PR	4,222.40		4,319.00		8,082.00
FICA-EMPLOYER	252.69		268.00		501.00
IMRF-EMPLOYER GEN GOV'T					650.00
MEDICAL-EMPLOYER					993.00
MEDICARE-EMPLOYER	59.16		120.00		117.00
F-TIME & REG.PART TIME_FIN	71,364.11		68,138.00		71,186.00
OVERTIME PAY	38.78		50.00		100.00
FICA-EMPLOYER	4,229.19		4,228.00		4,420.00
IMRF-EMPLOYER GEN GOV'T					4,106.00



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MEDICAL-EMPLOYER				13,233.00
MEDICARE-EMPLOYER	991.88		989.00	1,034.00
IMRF-EMPLOYER	-368,065.12		268,369.00	
MEDICAL-EMPLOYER	412,290.93		464,443.00	
VACATION BUY BACK ONLY	38,806.85			
OPT OUT MED INSURANCE	4,058.33		4,500.00	7,500.00
HEALTH & WELLNESS PROG.			775.00	775.00
SALARY & FRINGE				37,826.00

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

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
INTEREST INCOME	2,380,301.13		500,000.00		500,000.00
POLICE PENSION W/H	521,525.82		442,000.00		442,000.00
VILLAGE POLICE PENSION	3,706,028.46		3,461,165.00		3,461,165.00
(GAIN) & LOSS INVESTMENTS	-4,821,245.39				

EXPENDITURES

DESCRIPTION	FY 2022 ACTUAL		FY2023 BUDGET		FY 2024 BUDGET
TEMPORARY HELP	2,500.00		2,500.00		2,500.00
TRAVEL, MEETING & CONF.	1,680.00		3,375.00		3,375.00
AUDITING			2,500.00		2,500.00
LEGAL	4,450.00		15,100.00		15,100.00
LIABILITY INSURANCE	5,843.00		5,700.00		5,700.00
INVESTMENT-MANAGEMENT	136,169.56		90,000.00		90,000.00
MEMBERSHIP DUES	8,795.00		8,300.00		8,300.00
PENSION REFUNDS			20,000.00		20,000.00
DISABILITY PENSIONS	223,006.96		220,927.00		220,927.00
RETIREMENT PENSIONS	3,073,866.80		3,010,063.00		3,010,063.00
RECORDING SECRETARY			2,500.00		2,500.00
SURVIVOR BENEFITS	276,814.32		276,814.00		276,814.00
MISCELLANEOUS EXPENSE			120.00		120.00



CAPITAL IMPROVEMENTS PROGRAM

A PROUDLY PROGRESSIVE
CITY FOR ALL PEOPLE

CAPITAL IMPROVEMENT PROGRAM

What is a Capital Improvement Program?

A Capital Improvement Program (CIP) is a major public infrastructure and planning tool for municipalities. The CIP is a statement of the Village's policies and financial abilities to manage the physical development of the community. The development of a five-year CIP provides a systematic plan for providing infrastructure improvements within a prioritized framework.

The CIP sets the general schedule within which public improvements are proposed to be undertaken. The five-year schedule represents estimated future capital needs that may be funded given projected revenue estimates. The CIP is reviewed and revised annually. Capital expenditures that are expected to have matching favorable revenues are included in the Annual Operating Budget that is presented to the Village Board as part of the annual budget process.

There are several benefits for developing and adopting a Capital Improvement Program. Not only does the CIP become a management tool for the Village Board and Executive staff, a CIP also provides valuable information to the citizens, developers and businesses who are interested in the development of the community. The CIP document also assists in leveraging available resources through improved timing of projects, and coordinating Village projects with those of other public or private entities.

Despite the many benefits of capital improvement programming, it is important to highlight the fact that this is a fluid document and guide. Changes can occur for many reasons. Revenues can fluctuate as a result of changing economic conditions or shifts in public policy. Private economic decisions can also affect the timing, scale and location of capital projects. Finally, community objectives are difficult to set and may be altered during the budget process when priorities are often revised.

In summary, a CIP should reflect community assets, community needs and community goals. A CIP should also provide guidelines for growth and development. Currently, the Village of Glendale Heights does not have a formalized CIP in place. Although the Village has not officially adopted a CIP, major capital expenditures are carefully identified, planned for, and budgeted assuming resources will become available.

The schedules which follow, summarize the Village's capital expenditures. Other attachments provide a greater level of detail for the anticipated operations and maintenance and capital expenditures respectively. The Enterprise Funds, including the Water, Sewer, and Water Pollution Control Facility along with the Glendale Lakes Golf Course are also summarized.



VILLAGE PROPERTY AND FUNDING SOURCES

The Village has responsibility for maintaining the following facilities and equipment:

Public Facilities

The Village is responsible for maintaining the following municipal buildings:

- ❖ Civic Center Campus
- ❖ GH₂O Aquatic Center
- ❖ Sports Hub
- ❖ Center for Senior Services
- ❖ Glendale Lakes Golf Club
- ❖ Historical House
- ❖ Public Works Facilities
- ❖ Parks and Fleets Facilities
- ❖ Waste Water Treatment Plant

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
- ❖ Waste Water Treatment Plant Parking Lot
- ❖ Glendale Lakes Golf Club Lot
- ❖ 22 Public Park Parking Lots

Village Parks

The Village Facilities Department is responsible for maintaining the following building/properties:

- | | | |
|-------------------|-----------------------|--------------------------|
| ❖ 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:

FISCAL YEAR 2023/24



ANNUAL BUDGET

Streets

The Village of Glendale Heights street system consists of 76 miles of asphalt and concrete 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 was originally 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. In FY 2019/20, the VRF was dissolved, and remaining fund balances distributed primarily between the General and Environmental Service Funds.

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.



ANNUAL BUDGET

Equipment items 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 2023/2024

DESCRIPTION	FY 2024 BUDGET
VILLAGE FACILITIES	85,000.00
GOLF COURSE EQUIPMENT	95,000.00
STREET IMPROVEMENT PGM	1,200,000.00
STREET IMPROVEMENT PGM	3,456,020.00
STORMWATER IMPROVEMENTS	1,622,307.00
P.C. HARDWARE	13,000.00
FACILITY IMPROVEMENTS	38,000.00
SENIOR CENTER	900,000.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

PARKS AND GROUNDS	567,000.00
INFRASTRUCTURE-WATER	3,629,127.00
INFRASTRUCTURE-SEWER	253,500.00
P.WORKS-WATER TREATMENT	105,000.00
WPCF DIGESTER REHAB PROJ	515,000.00
WTTP PHOSPHOROUS REMOVAL	4,000,000.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

Village of Glendale Heights Water and Sewer Rate Study Model							
Schedule 4 - Capital Improvement Plan			Rate Study Planning Horizon: FY2024 - 2028				
			Budget FY 2024	Projected FY 2025	Projected FY 2026	Projected FY 2027	Projected FY 2028
Project	Source	Capital Costs					
Water Metering System Replacement	Loan	\$ 3,200,298.00					
CDBG Glengary Dr WM Replacement Phase 1 & 2	CDBG	\$ 3,120,128.00					
Water Main Lining (Various Locations) FY20	Cash	\$ 629,696.00					
Norton Ave & E Schubert Ave WM Replacement	CDBG	\$ 1,670,000.00					
W Fullerton Ave WM Replacement	Cash	\$ 1,470,000.00					
E Marilyn & Jill Ct WM Replacement	CDBG	\$ 820,000.00	\$ 750,000.00				
Cambridge Lane & Westchester Dr WM Replacement	CDBG	\$ 1,660,000.00	\$ 110,000.00	\$ 1,550,000.00			
Burdette W Elevated WT 0.5MG - Payments 1, 2 & 3	Cash	\$ 705,000.00	\$235,000	\$235,000			
Water Supply Facilities Rehabilitation Project	Loan	\$ 3,200,000.00	\$ 3,000,000.00				
Design Engineering		\$ 200,000.00					
Out to Bid							
Construction Engineering		\$ 200,000.00					
Construction		\$ 2,800,000.00					
Burdette W South Ground Storage Tank(S) - Payment 1, 2 & 3	Cash	\$ 900,000.00			\$300,000	\$300,000	\$ 300,000.00
Belden Ave/Reskin Elem School WM Replacement	CDBG	\$ 1,300,000.00		\$ 1,300,000.00			
Adventist Glen Oaks WM Replacement	Loan	\$ 1,940,000.00			\$ 1,940,000.00		
Regency Drive & High Grove Blvd WM Replacement	Loan	\$ 2,100,000.00			\$ 150,000.00	\$ 1,950,000.00	
E Altgeld Ave WM Replacement	Loan	\$ 900,000.00				\$100,000	\$ 800,000.00
W Montana Ave WM Replacement	Cash	\$ 1,340,000.00					

FISCAL YEAR 2023/24



ANNUAL BUDGET

Total Water CIP Spending			\$4,095,000	\$ 3,085,000.00	\$ 2,390,000.00	\$ 2,350,000.00	\$ 1,100,000.00
		Project Type					
		Distribution	\$ 860,000.00	\$ 2,850,000.00	\$ 2,090,000.00	\$ 2,050,000.00	\$ 800,000.00
		Facility	\$3,235,000	\$235,000	\$300,000	\$300,000	\$300,000
		Equipment					
		Fund Source					
		IEPA Loans	\$ 3,000,000.00		\$ 2,090,000.00	\$ 2,050,000.00	\$ 800,000.00
		CDBG	\$ 600,000.00	\$ 1,200,000.00			
		Bond Funded					
		Cash Funded	\$495,000	\$ 1,885,000.00	\$ 300,000.00	\$300,000	\$300,000
Payson Circle LS Retrofit	Cash	\$ 1,643,200.00					
North Avenue CA Sanitary Sewer I&I Repairs Phase 1	Cash	\$ 664,548.00					
North Avenue CA Sanitary Sewer I&I Phase 2	Cash	\$ 650,000.00					
Mill Pond LS Retrofit	Cash	\$ 1,620,000.00	\$ 1,850,000.00				
Mill Pond CA Sanitary Sewer Structural Repairs Phase 1	Cash	\$ 780,000.00		\$ 780,000.00			
President & Stevenson LS Retrofit	Cash	\$ 1,640,000.00				\$120,000	\$ 1,520,000.00
Mill Pond CA - Structural Repairs 4/5- Phase 2	Cash	\$ 530,000.00			\$ 530,000.00		
President & Stevenson CA - Structural Repairs 4/5- Phase 1	Cash	\$ 530,000.00			\$ 530,000.00		
President & Stevenson CA - Structural Repairs 4/5- Phase 2	Cash	\$ 530,000.00				\$ 530,000.00	
Total Sewer CIP Spending			\$ 1,850,000.00	\$ 780,000.00	\$ 1,060,000.00	\$ 650,000.00	\$ 1,520,000.00

FISCAL YEAR 2023/24



ANNUAL BUDGET

		<u>Project Type</u>					
		Collection		\$ 780,000.00	\$ 1,060,000.00	\$ 530,000.00	
		Facility	\$ 1,970,000.00	\$ 1,520,000.00			
		Equipment					
		<u>Fund Source</u>					
		IEPA Loans					
		Bond Funded					
		Cash Funded	\$ 1,850,000.00	\$ 780,000.00	\$ 1,060,000.00	\$ 650,000.00	
Digester #2 Rehabilitation Project (\$6.0m IEPA Loan)	Loan	\$ 6,931,480.00					
Design Engineering		\$ 350,080.00					
Construction Engineering		\$ 341,400.00					
Construction		\$ 6,240,000.00					
Phosphorous Removal & Digester #1 Rehab Project (EPA Loan)	Loan	\$ 13,273,500.00					
Design Engineering		\$ 348,500.00					
Construction Engineering		\$ 580,000.00	\$ 355,100.00	\$ 174,900.00			
Construction		\$ 12,345,000.00	\$ 8,271,150.00	\$ 4,073,850.00			
U.V Disinfection Conversion Project (IEPA Loan)	Loan	\$ 2,500,000.00					
Design Engineering		\$ 150,000.00					
Construction Engineering		\$ 150,000.00	\$49,500	\$ 100,500.00			
Construction		\$ 2,200,000.00	\$726,000	\$ 1,474,000.00			
Primary Clarifiers Replacement Project (IEPA Loan)	Loan	\$ 1,800,000.00					
Design Engineering		\$ 100,000.00	\$100,000				
Construction Engineering		\$ 100,000.00		\$100,000			

FISCAL YEAR 2023/24



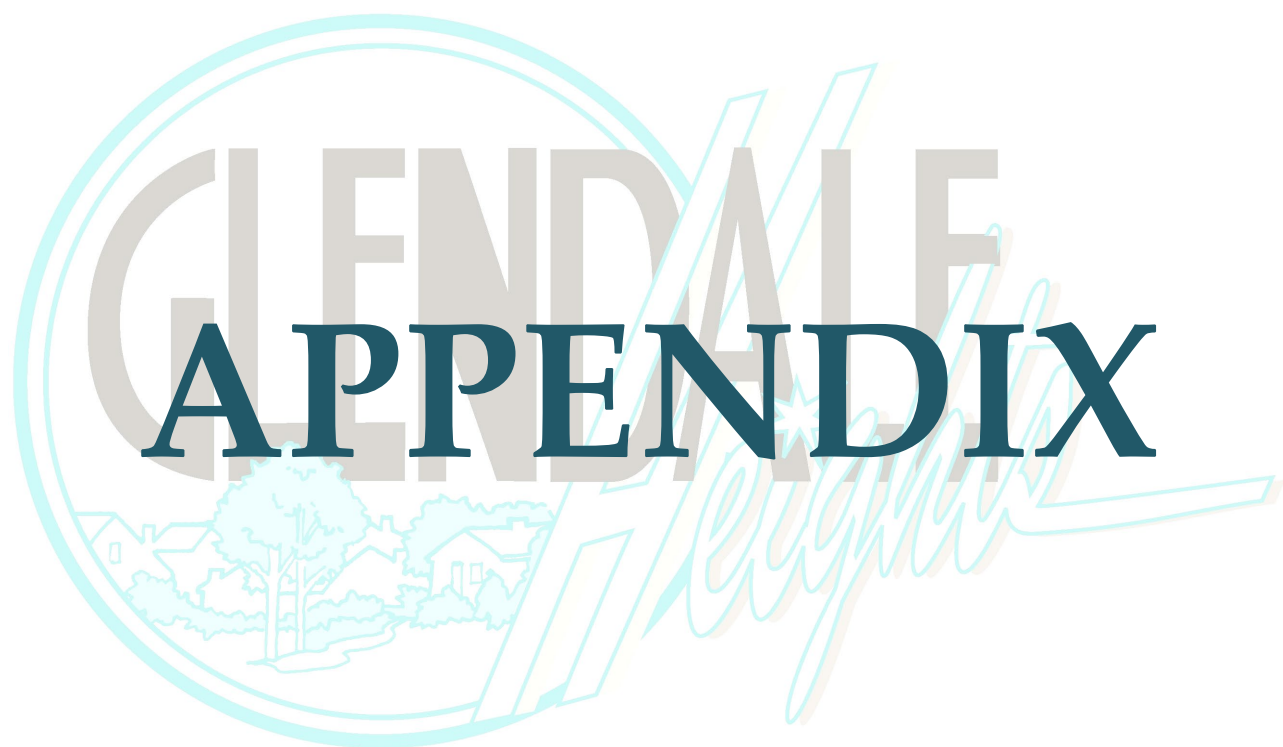
ANNUAL BUDGET

Construction		\$ 1,600,000.00		\$1,600,000			
Secondary Clarifiers Replacement Project (IEPA Loan)	Loan	\$ 3,500,000.00					
Design Engineering		\$ 230,000.00		\$230,000			
Construction Engineering		\$ 230,000.00			\$230,000		
Construction		\$ 3,040,000.00			\$3,040,000		
Total WWTP CIP Spending			\$ 9,501,750.00	\$7,753,250	\$3,270,000	\$ -	\$ -
		<u>Project Type</u>					
		Distribution					
		Facility	\$ 9,501,750.00	\$ 7,753,250.00	\$ 3,270,000.00	\$ -	
		Equipment					
		<u>Fund Source</u>					
		IEPA Loans	\$ 9,146,650.00	\$ 7,753,250.00	\$3,270,000	\$ -	\$ -
		Bond Funded	\$ -	\$ -	\$ -	\$ -	\$ -
		Cash Funded	\$ 355,100.00	\$ -	\$ -	\$ -	\$ -



ANNUAL BUDGET

Golf Course Capital Improvement Program	FY24	FY25	Estimated Cost
Carpet in Banquet Rooms/Common Areas/Bathrooms	X		\$100,000
Update Banquet Room Ceiling, Lighting etc	X		\$20,000
Replace Steamer in Kitchen	X		\$13,000
Cart Path & Cart Ramp Repairs	X	X	\$10,000 per year
Bunker Renovations	X	X	\$10,000 per year
Purchase Gator Utility Vehicle-Need 2	X	X	\$30,000 each
77 EZGO Golf Carts			\$436,502.21
Tri-Plex Greens Mower	X		\$45,000
Utility Cart	X		\$12,000
Purchase Bunker Rake		X	\$23,000
Purchase Roller		X	\$17,000
Banquet Chairs-280 needed		X	\$240,000



*A PROUD & PROGRESSIVE
VILLAGE FOR ALL PEOPLE*

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:

FISCAL YEAR 2023/24

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 Purchasing Agent 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) Purchasing Agent 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 Purchasing Agent, 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

FISCAL YEAR 2023/24

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 Purchasing Agent 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

FISCAL YEAR 2023/24

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:

Purchasing Agent Serve As

Except as otherwise provided herein, the Purchasing Agent 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 Purchasing Agent, the Village administrator shall act as the Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent. (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.

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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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent makes a written determination that only the identified brand name item or items will satisfy the Village needs.

The Purchasing Agent 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 Purchasing Agent, 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 Purchasing

Agent shall consider the Village requirements, its resources, and the potential contractor capabilities. The Purchasing Agent 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 Purchasing Agent, 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 Purchasing Agent 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 Purchasing Agent shall request firms to submit a statement of qualifications and performance data. The Purchasing Agent 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 Purchasing Agent. The Purchasing Agent 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 Purchasing Agent. 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 Purchasing Agent, 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 Purchasing Agent, 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 Purchasing Agent determines in writing to be fair and reasonable to the village. In making this decision, the Purchasing Agent shall take into account the estimated value, the scope, the complexity, and the professional nature of the services to be rendered. Should the Purchasing Agent, 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 Purchasing Agent determines to be fair and reasonable to the village, negotiations with that firm shall be formally terminated. The Purchasing Agent shall then undertake negotiations with the second most qualified. If unable to come to an agreement, the Purchasing Agent 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 Purchasing Agent, 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 Purchasing Agent 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;

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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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent 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 Purchasing Agent, 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 Purchasing Agent, 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 Purchasing Agent, 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 Purchasing Agent 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 Purchasing Agent.

Upon approval of the designation by the Village administrator, the Purchasing Agent 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 Purchasing Agent.

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.

AMENDMENT TO POLICE PENSION ACTUARIAL FUNDING POLICY

RESOLUTION NO. 2019— R - 67
A RESOLUTION TO APPROVE AND ADOPT
THE FIRST AMENDMENT TO THE
ACTUARIAL FUNDING POLICY STATEMENT
FOR THE VILLAGE OF GLENDALE HEIGHTS, ILLINOIS

WHEREAS, the Village of Glendale Heights (the "Village") has established certain Administrative Policies from time to time; and

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WHEREAS, the Village adopted Resolution No. 2017- R- 85 entitled "A Resolution Approving and Adopting An Actuarial Funding Policy Statement for the Village of Glendale Heights, Illinois" (the " Policy") on October 19, 2017; and

WHEREAS, the corporate authorities of the Village have determined that it is advisable, necessary and in the public interest to amend the Policy by amending the sections entitled "Goals and Objectives" and " Operation of the Policy".

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Glendale Heights, DuPage County, Illinois, as follows:

Section 1. The corporate authorities of the Village hereby incorporate the foregoing preamble clauses into this resolution.

Section 2. The corporate authorities hereby approve and adopt the following amendments to the Policy:

A. The Policy shall be amended by deleting the section entitled "Goals and Objectives" it in its entirety and substituting the following in its place:
Goals and Objectives.

In any given fiscal year in which the General Fund, including the Insurance and Golf Fund, realizes a surplus, to be determined based on the Comprehensive Annual Financial Report for the most recently completed fiscal year, (revenues and other financing sources exceed expenditures and other financing uses), an amount equaling ten (10%) percent of the surplus will be distributed as an additional employer contribution to the Village of Glendale Heights Police Pension Fund. This furthers the key goals and objectives of the policy in that it will:

- Make sure that benefits are secure for fund participants now and in the long term.
- Keep the recommended costs of the plan stable across generations of taxpayers.
- Provide year-to-year contribution stability/ budgeting for the Village.

B. The Policy shall be amended further by deleting the section entitled "Operation of the Policy" it in its entirety and substituting the following in its place:

Operation of the Policy.

The Village will review the policy on an annual basis. The Village retains the right to amend the policy, as necessary, to keep the policy in line with the goals and objectives."

Section 3. That the remainder of the Policy shall remain in full force and effect and unchanged.



Section 4. This resolution shall be in full force and effect upon its passage and approval in accordance with law.

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