

**VILLAGE OF
ARLINGTON HEIGHTS, ILLINOIS**

ADOPTED
OPERATING BUDGET
FISCAL YEAR 2011-12
BEGINNING MAY 1, 2011



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

VILLAGE OF ARLINGTON HEIGHTS

OPERATING BUDGET
FISCAL YEAR 2011-12
BEGINNING MAY 1, 2011

ADOPTED

VILLAGE BOARD

Arlene J. Mulder, Village President

Carol Blackwood, Trustee
Norman Breyer, Trustee
Joseph C. Farwell, Trustee
Thomas Glasgow, Trustee

Thomas W. Hayes, Trustee
Bert Rosenberg, Trustee
John Scaletta, Trustee
Thomas F. Stengren, Trustee

VILLAGE MANAGER

William C. Dixon

FINANCE DIRECTOR/TREASURER

Thomas F. Kuehne

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Introduction

VILLAGE ADMINISTRATION

Central Administration

Village Manager	William C. Dixon
Assistant to the Village Manager	Diana Mikula
Village Attorney	Jack Siegel
Prosecuting Attorney	Ernest R. Blomquist
Assistant Village Attorney	Robin Ward
Village Clerk	Edwina Corso/Becky Hume
Finance Director/Treasurer	Thomas F. Kuehne
Human Resources Manager	Mary Rath

Public Safety

Chief of Police	Gerald Mourning
Fire Chief	Glenn Ericksen

Economic & Community Development

Director of Planning & Community Development	Charles Witherington-Perkins
Acting Building Director	James McCalister
Director of Engineering	Jim Massarelli

Services

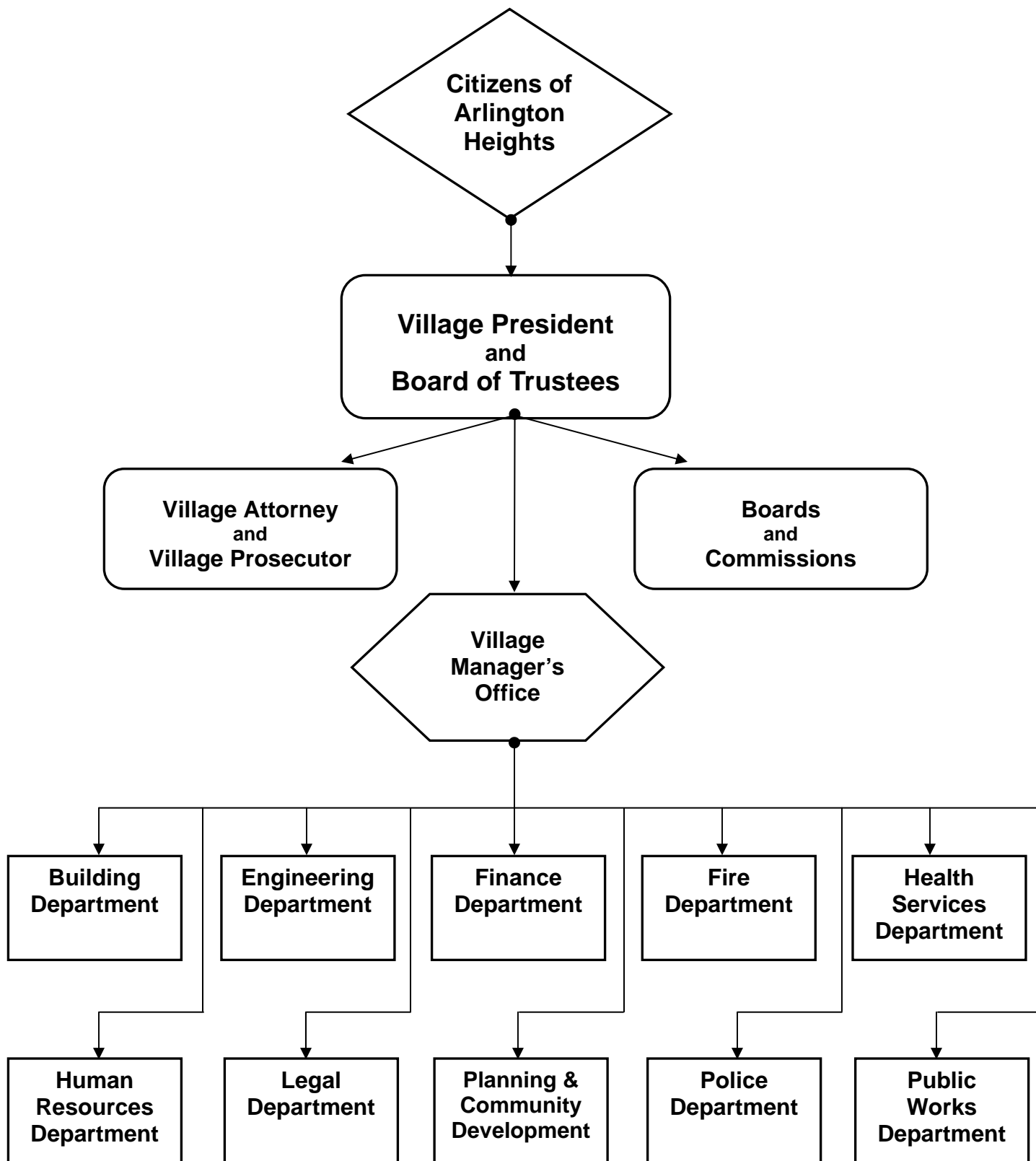
Director of Health Services	James McCalister
Public Works Director	Scott Shirley

Budget Preparation

Finance Director/Treasurer	Thomas F. Kuehne
Deputy Finance Director	Robert C. Buechner, Jr.
Chief Accountant	Mary Juarez
Budget Coordinator	Pam Robb

VILLAGE OF ARLINGTON HEIGHTS

ORGANIZATION STRUCTURE





Village of Arlington Heights

33 S. Arlington Heights Road
Arlington Heights, Illinois 60005-1499
(847) 368-5000
Website: www.vah.com

April 11, 2011

Dear President Mulder and Trustees:

I am hereby transmitting the Adopted Budget for the fiscal year beginning May 1, 2011 and ending April 30, 2012 (FY2012). For the third consecutive year the budget has been challenging to develop given the current economic circumstances, versus the need to provide a sustainable financial plan for the Village. From the beginning, the Village has viewed this economic downturn as a long-term problem due to the failure of the country's central financial systems. As such, the Village has taken an aggressive approach to the structural budget deficits that emerged as a result of significant declines in our revenue base and the continued upward pressures on expenditures.

Over the years the Village has worked to maintain a healthy fund balance and has taken steps to decrease expenditures or increase revenues as necessary. Due to these earlier actions, from FY2004 through FY2008 the Village's key operating fund, the General Fund, ended each fiscal year with a surplus. However, the recession changed the financial landscape dramatically by shrinking our revenue base. As a result, during FY2009 and FY2010 the Village had to draw down General Fund reserves by a total of \$4.5 million, in addition to making difficult decisions in regard to revenues, expenditures, and service levels through FY2011. The Adopted Budget for FY2012 does not project a further drawdown of reserves, but it does reflect additional position eliminations, program reductions, and revenue enhancements.

During the FY2010 and FY2011 Budget process the Village reduced its total staffing level through attrition and layoffs. Programs such as the "Too Good for Drugs" and the Teen Center were also eliminated. In prior years administrative staff positions were eliminated and vehicle lives were extended. Expenditures for capital equipment and infrastructure improvements have also been decreased. However, certain capital investments must be continued in order to avoid even higher maintenance and replacement costs in the future. As a result, the FY2012 expenditure cuts will continue to be largely personnel related in nature. The Adopted FY2012 Budget includes the elimination of 7.5 full-time equivalent (FTE) positions bringing the three year total reduction in Village staffing to 46 positions.

In the two prior fiscal years the Village reduced staffing levels through attrition, vacancies, and layoffs. For FY2012 the Village eliminated 2 vacant positions, 1 position through a layoff due to that position's duties being outsourced, and the balance of the position eliminations were accomplished through a voluntary retirement incentive program (VRIP). Under this program the Village offered to provide two years of continued health insurance coverage as a limited time incentive for eligible retirees. The results of the program were positive with a total projected annual savings of \$485,000 due to not replacing 4.5 FTE's of the 13 vacancies created by retirees participating in the VRIP. An additional \$113,000 in short-term savings is credited to replacing the remaining positions with individuals at lower salaries. The cost of the program will be covered by

the Village's Health Insurance Fund, and is expected to total about \$61,000 for premiums and self-insurance payments over the next two years.

Another method some local governments have utilized to reduce personnel costs has been to implement furloughs. However, this type of cost cutting measure is temporary in nature and assumes that the economy will return quickly to its prior level. Unfortunately a return to the previous unsustainable financial behavior by the banking system, businesses, and individuals would undoubtedly pave the way for further financial problems. As a service oriented organization with 79% of our operating costs covering personal expenditures, the Village has had to reduce expenditures by shrinking the size of the government through service reductions and the elimination of positions through early retirement, attrition, vacancies, and layoffs.

The Village develops its budget based on a conservative forecast of revenues, and does not take into account new revenues from growth unless the development is completed and has provided a historical basis for a new projection. A normal operating expense cycle is assumed and includes expenditure increase assumptions. The Village also has access to its reserves, which are maintained in part to ensure our excellent bond rating and lower bond interest charges associated with that rating. Maintaining adequate reserves also provides a source of funds for extraordinary storm or other damages, and to help weather economic downturns such as that now being encountered. The Village's minimum fund balance policy is to maintain a fiscal year-end balance of at least 25% of General Fund expenditures. Being near or above this level is even more important for Arlington Heights due to our reliance on sales and income tax receipts which are subject to economic cycles.

The Village of Arlington Heights' goal is to provide responsive and fiscally responsible services to the community. These services are provided to enhance the safety, health and general welfare of the citizens and businesses within the community. The Village's service oriented philosophy continues to balance various community needs with municipal resources through a planned approach to the governance process. As a result of conservative budgeting practices the Village is fortunate to remain in a strong fund balance position. This has been even more important as the Village has dealt with the difficult and complex issues of position eliminations and service reductions, while remaining committed to the provision of basic municipal services as our priority.

Budget Summary – All Funds

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

The total of all operating, capital and other funds appropriated in FY2012, not including the Memorial Library, comes to \$134,885,496, which is 4.3% lower than the prior fiscal year. The decrease is attributable to the elimination of 7.5 staff positions, no budgeted salary schedule

adjustment, reduced capital expenditures, lower debt service costs, and the elimination of some services and programs.

The Adopted FY2012 Budget assumes that we will continue to troll along the bottom part of the recession curve, with short-term Village revenues projected to grow at a slow pace. On the expenditure side the budget assumes that non-union Village personnel will not receive a salary schedule adjustment in FY2012. Police and Fire union contract negotiations are scheduled to commence in late winter of 2011. Those employees represented by these bargaining units are budgeted the same as non-union employees until such time that contract agreements are reached. Another key expenditure area is health insurance, and the Village is fortunate in that the FY2012 estimated blended health insurance plan increase is only 1.4%. This reflects an increase in the HMO rates of 4.5%, a PPO increase of 0%, and no increase in dental rates. Low claims experience and the Village's ongoing wellness programs resulted in this unusually low health insurance renewal for FY2012. However, we cannot expect to continue to experience rate increases this low in the future.

Police and Fire Pension costs have increased significantly, but the recent implementation of a two-tier pension system by the State Legislature, coupled with an improving stock market, will hopefully start to tame this expenditure area. The intent of the new two-tier pension system is to reduce the long-term pension liability for employers who have employees covered under the Police and Fire Pension plans. Most of the benefits of these changes will be longer-term since much of the law is written for new employees who commence work on or after January 1, 2011. However, the law does provide an immediate benefit by altering the amortization period for the Police and Fire Pension unfunded liability, extending it from 100% funding by 2033 to 90% funding by 2040.

In February 2010 the State Legislature also created a second tier of pension benefits for other Village employees covered by the Illinois Municipal Retirement Fund (IMRF). Once again, the intent of this legislation was to reduce the long-term liabilities for IMRF employers. The IMRF Board had also made a change to its actuarial technique in 2009, under which the amortization method for paying down the unfunded obligation was changed from a closed method ending in 2022, to a rolling technique where the amortization period resets to thirty years, each year. This change helped spread out the losses from the 2008 market collapse over more years. These changes, in addition to the Village's actions to prepay its IMRF early retirement incentive program and the elimination of a number of IMRF staff positions, have helped hold down property tax requirements for the IMRF pension plan.

Personnel Changes

Over the last few years the Village has continued to look for ways to work as efficiently as possible. During this time period the Village Board and staff have consistently worked to reduce staffing levels. This has been accomplished by consolidating some positions as well as through efficiency improvements utilizing technology. In other cases, services have been reduced or contracted out on an as-needed basis. In the last three years significant reductions in staffing levels have been required due to the severe recession. The table below summarizes the full-time equivalent (FTE) personnel changes by department for FY2002 compared to FY2012:

Change in Village FTE Staffing Level FY2002 vs. FY2012

	FY2002	FY2012	+(-)	% of Increase (Decrease)
Manager's Office	6.00	6.00	0.00	0.0% *
Human Resources	4.50	4.00	(0.50)	(11.1%)
Legal	3.50	2.75	(0.75)	(21.4%)
Finance/Village Clerk/IT/GIS	31.00	23.50	(7.50)	(24.2%)
Police/Police Grant	149.00	139.00	(10.00)	(6.7%) *
Fire	105.50	110.50	5.00	4.7%
Planning	12.00	9.00	(3.00)	(25.0%)
Building	19.00	16.50	(2.50)	(13.2%)
Engineering	15.00	10.00	(5.00)	(33.3%)
Health/Youth/Senior Services	19.50	13.75	(5.75)	(29.5%) **
Public Works/Buildings & Grounds/Fleet	68.00	51.75	(16.25)	(23.9%)
Water Utilities	40.00	40.25	0.25	0.6%
	473.00	427.00	(46.00)	(9.7%)

* In FY2010 the Switchboard Operation position moved from the Police Department to the Manager's Office. Without this move, the Manager's Office staffing level would have shown a decrease of (1.00) or (16.17%) and the Police Department staffing level would have shown a decrease of (9.00) or (6.04%).

** Over half of the Health/Youth/Senior Services decrease, or 3.5 full-time equivalent positions, is due to the Teen Center not being funded in FY2011.

In addition to the 7.5 position eliminations outlined earlier, the Adopted FY2012 Budget includes additional changes by the Building and Fire Departments that will not decrease the total FTE position count, but will decrease the total cost for these positions. In the Building Department the vacant Fire Inspector position is being replaced by a part-time Fire Inspector and a part-time Electrical Inspector. Both of these new part-time positions will not be eligible for medical, vacation, and other benefits. A Building & Property Inspector position which was vacated through the VRIP will be changed to a new Plan Reviewer position, which will also complete some building inspections. In addition to these position changes, the Building Department budget reflects the elimination of the Building & Property Inspections Supervisor position, and a six month vacancy for the Building Director position which is currently unfilled. The Fire Department's Administrative Assistant II position was vacated through the VRIP, and is being replaced by one part-time Administrative Assistant I and one part-time Administrative Assistant II. These positions will also not be eligible for medical, vacation, and other benefits.

The balance of this budget message identifies the process that has been followed to prepare this financial plan for FY2012, a detailed review of the General Fund and a list of expenditure reductions in the General Fund, as well as budget narrative on other Village funds. Additional charts and graphs on the budget as a whole and on selected funds can be found in the Financial Summaries section of the budget.

Explanation of the Budget Process

The Village of Arlington Heights operates under the Budget Officer Act as outlined in the Illinois Compiled Statutes. Under this law the Village Board is required to adopt the budget prior to the beginning of the fiscal year to which it applies. The law also provides that the budget shall serve

as the Village's annual appropriation ordinance. The Village's budget and financial planning process begins in October of each year when the Board reviews and approves a five-year Capital Improvement Program. In November, multi-year projections are provided to the Board for the General and Water & Sewer Funds, which are the Village's key operating funds. Based on these projections, the Board sets budget ceilings which each department uses as an upper limit when developing its proposed spending plans.

The FY2012 financial planning process was somewhat different than normal this year due to the ongoing effects of the recession. Through the first six months of FY2011, income tax, telecommunication tax, building permits, and interest income were all coming in under budget. This required that the Village take an earlier look at its General Fund revenue and expenditure projections. A review of the General Fund's revenue performance was completed in mid-September 2010. In October 2010 a list of key policy issues, expenditure cuts, and revenue enhancements was proposed by the Village Manager with assistance from the Department Heads and prepared for the Village Board's initial review. This early review was designed to provide the Village Board with the information needed to approve the budget ceiling levels and the 2010 property tax levy amounts by the last Tuesday in December as required by state statute.

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

The budget may be amended by the Village Manager in the form of transfers between line items up to \$10,000. Budget transfers above this amount require the approval of the Village Board. This allows the Village the flexibility it needs to operate efficiently due to the scope of its operations. This also serves to increase the accountability of department directors by encouraging them to budget realistically and to keep a close watch on each expenditure line item during the year.

The budget ceilings approved by the Village Board for the General and Water & Sewer Funds at the beginning of the FY2012 budget process, versus the Adopted FY2012 Budget totals for these funds are as follows:

	<u>General Fund</u>	<u>Water & Sewer Fund</u>
Budget Ceiling	\$64,497,000	\$15,155,500
Adopted Budget	<u>63,566,000</u>	<u>14,824,400</u>
Over (Under) Ceiling	\$ (931,000)	\$ (331,100)

In late December 2010 the Village learned that one of its larger restaurants, Pappadeux's, was closing unexpectedly as of mid-January 2011. The FY2012 Budget assumes that this restaurant site will remain closed for the entire fiscal year. It is estimated this will decrease the Village's FY2012 General Fund revenues by about \$150,000 due to lost sales and food and beverage tax receipts. The Village also learned recently that the Lincoln brand would be dropped from a local

car dealer and we estimate an additional loss in sales tax of about \$100,000. Income tax receipts and interest income have also been adjusted downward from earlier projections. To offset a portion of these revenue reductions, additional position eliminations have been included in the Adopted FY2012 Budget due to the positive results of the Village's voluntary retirement incentive program. The budget ceilings had also assumed that health insurance costs would increase by 10% for the next fiscal year. However, as a result of the Village's low claims experience, next year's health insurance renewal is only going up by a blended rate of 1.4%. Some additional expenditure cuts were also made during the department budget reviews. Through these actions the FY2012 General Fund and Water & Sewer Fund budgets are below the budget ceilings established by the Village Board in November 2010.

General Fund

The General Fund is the all-purpose governmental fund, which handles the operations of the Village not accounted for in a separate fund. Most of the expenditures for Village services are budgeted and accounted for in this fund, except for water and sewer expenses. There are four key revenue sources, which account for 69% of the total General Fund revenues:

- Property Tax	30% of revenues
- Sales Tax (including Home Rule)	23%
- Income Tax	10%
- Telecommunications Tax	6%

The revenues listed above represent the General Fund's primary growth revenues, which pay for annual cost increases. On the expenditure side, as a service organization, 79% of this Fund's expenditures are for Personal Services including benefits. Pension increases over the past few years have put pressure on this expenditure area, and this situation is not unique to the Village of Arlington Heights. On an operational basis, most of the Village's general expenditures are directed toward public safety, with the Police and Fire Departments comprising 63% of the total General Fund budget.

The Village has worked to be very prudent with General Fund monies and as of FY2008 the Village had experienced five straight years of surpluses. This is in stark contrast to the drastic changes that have occurred during the last three fiscal years. The Village's General Fund revenue base has decreased dramatically as sales, income, hotel, and telecommunication tax receipts all declined as a result of the severe economic recession. In response, the Village Board and staff have worked to reduce expenditures by eliminating positions, cutting services and programs, and implementing revenue enhancements. During FY2009 and FY2010 the Village also had to draw down its reserves by a combined \$4.5 million. The FY2011 Budget as amended during the year assumed the use of only \$468,839 in General Fund reserves. However, through the most recent position elimination and revenue enhancement actions taken by the Village Board in November 2010, the revised financial position and projections for the General Fund for the period FY2009 through FY2012 are shown below:

GENERAL FUND FINANCIAL POSITION

	FY2009 Actual	FY2010 Actual	FY2011 Est. Act.	FY2011 Budget	FY2012 Budget
Revenues	\$57,848,108	\$59,303,291	\$61,436,747	\$61,604,924	\$63,566,000
Expenditures	60,627,317	61,021,789	60,996,900	62,073,763	63,566,000
Surplus (Deficit)	(2,779,209)	(1,718,498)	439,847	(468,839)	0

The expenditure cuts listed below reflect additional expenditure reductions, as well as the cuts that were reviewed and approved by the Village Board in November 2010 in anticipation of approving the 2010 tax levy and in setting the FY2012 budget ceiling.

FY2012 General Fund Expenditure Cuts:

1. \$860,900 Eliminate 6.5 (FTE) General Fund Village staff positions:
Wages, insurance and pension benefits for:
1 layoff due to outsourcing – Finance/IT System Administrator;
1 vacant position – Public Works Maintenance Worker II; and
4.5 positions through the Voluntary Retirement Incentive Program (VRIP)
– Finance/Village Clerk Part-time Administrative Assistant, Building & Property Inspections Supervisor, Police Court Liaison, Electrician II, and Public Works Maintenance Worker II.

(Note: 1 additional vacant position for an Electronics Systems Supervisor in the Water & Sewer Fund is not included in this presentation.)
2. 250,000 Reduce non-union employee wage increase assumption from 2% to 0% for FY2012.
3. 210,000 FY2012 effect of FY2011 reduction in budgeted increases for non-union employees from 3.75% to 2%.
4. 12,000 FY2012 effect of FY2011 reduction in budgeted increase from 3.75% to 2% for Village Manager and to 1% for Department Heads.
5. 16,000 Reduce Public Works overtime.
6. 23,100 Reduce Temporary Help in Village Manager, Human Resource, and Planning areas.
7. 606,900 Insurance premiums lower than anticipated – projected at a 10% increase and came in at a 1.4% blended plan increase.
8. 160,000 Reduced medical insurance contingency from \$360,000 to \$200,000. The contingency has not been used in the last few years.
9. 27,900 Reduce IT/GIS service charges.
10. 24,400 Reduce central dispatch cost.
11. 12,800 Eliminate recycle bin cost – part of new Groot refuse contract.
12. 12,200 Eliminate Planning professional services.
13. 6,500 Reduce projected \$70,000 economic development budget by decreasing contractual services.
14. 6,500 Reduce projected \$50,000 Discover Arlington program budget.
15. 4,000 Reduce employee appreciation program.
16. (87,800) Increase petroleum product cost.
17. 99,900 Other miscellaneous expenditure cuts net of adjustments across all departments.

\$2,245,300	Total FY2012 General Fund Expenditure Cuts
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Of the \$2,245,300 in total expenditure cuts listed above, the first eight items include wage and benefit reductions totaling \$2,138,900, or 95% of the total General Fund cuts. Since 79% of the General Fund budget is for Personal Services and prior year cuts included many other non-personal service cuts, this year's heavier emphasis on personnel reductions was unavoidable.

Revenue Adjustments - During the mid-year budget review process in September 2010, General Fund revenues showed declines due primarily to decreases in income, telecommunications, hotel tax receipts, building permits and interest income. After making significant cuts to personnel and services, the Village needed to replace some of the lost revenues in order to close the deficit and maintain most of the Village's core services. The revenue action shown below was enacted by the Village Board in November 2010, and in conjunction with the expenditure cuts helped close the projected deficits for FY2011 and FY2012:

- The utility tax on electric and natural gas services was increased from 3% to 5%. The electric utility tax increase is projected to raise about \$1.3 million in additional receipts and the natural gas utility tax increase should bring in about \$700,000 in additional tax receipts on an annual basis. These revised tax rates were implemented as of February 1, 2011.

Future General Fund Concern – *State of Illinois Budget Deficit* – The State of Illinois' multi-billion dollar deficit will likely affect the overall State economy and could potentially have a more direct affect on local governments. The State has fallen behind on its payments to vendors and various State agencies, causing some businesses and agencies to shutter their doors. As the State works to balance its budget there could be even more delayed or defaulted payments, which can affect businesses and sales tax receipts from those businesses. From a more direct perspective, the Village has continued to receive its portion of sales tax collections from the State, but our income tax receipts are being delayed by the State due to their cash flow problems. Under normal circumstances, there is a one or two month lag time between the voucher months when the State receives income tax receipts and disbursement of the 1/10th per capita amount paid to local governments. As of March 2011, there was a three month lag time, and the income tax receivable from the State to the Village equaled \$1.6 million. The Village currently receives about \$6.1 million per year in income tax receipts which represents about 10% of total General Fund revenues.

Water & Sewer Fund

The Water & Sewer Fund remains relatively stable due in large part to the combined 5% rate increases that were approved by the Village Board for FY2011 through FY2015. Even with these planned adjustments the Village's water and sewer rates will likely remain at or below the average for communities in the surrounding area. Capital projects in the Water & Sewer Fund reflect normal Watermain Replacement and Sewer Rehabilitation programs.

The prior year's capital budget for sewer work was higher than normal due to the planned Regent Park Sanitary Relief project. This project entails the construction of a new, gravity sewer from Regent Park to the Village tunnel at Gibbons and Kensington. However, due to the very wet summers over the last two years, the number of gallons of water sold has decreased resulting in revenues coming in less than expected. To ensure that the Water & Sewer Fund maintains an adequate working cash reserve level, the Regent Park project was put on hold. Engineering on the project is still being completed so that the Village will be prepared to move forward with the project when sufficient funding is available.

The budget also includes continued funding of the Sewer Back-Up Rebate program. Under this program single-family homeowners can upgrade their old systems by installing a sewer back-up system to prevent sanitary sewer back-ups into their basements. The average cost to install a sewer back-up system can range from \$10,000 to \$15,000. The Village's rebate amount for the

program is set at a maximum of \$5,000 per qualifying single-family residence, with a maximum annual program budget of \$50,000. To date the program has averaged about three approved projects per year since its inception in FY2007. Installing a sewer back-up system increases an owner's property value, but the significant out-of-pocket expense prohibits some residents from participating in the program.

The Village recognizes that there are different types of flooding concerns in certain areas of the community. Overland flooding is a general Village concern requiring infrastructure improvements and plan approvals by the Metropolitan Water Reclamation District (MWRD). On the other hand, more localized flooding of rear yards or basements are frequently the homeowner's responsibility.

Flood Control V Fund

The FY2012 Budget includes the following significant flood control projects:

Grove Street Sanitary Sewer (\$500,000) – The Grove Street sanitary sewer area is prone to sewer back-ups and many residences in this area were not built with a sewer back-up prevention system. The budgeted amount includes funds to cover the Village's portion of the Sewer Back-Up Rebate Program for 100 residences in the Grove Street sanitary sewer area. The Village plans on making a special marketing effort in this area to advise the residents of the benefits of installing a sewer back-up system. This budget reflects additional funding for the rebate program beyond the amount covered for Village-wide program participation in the Water & Sewer Fund.

Flood Control Program (\$200,000) – This budget provides funds for public drainage improvements allowing new or improved access for residents to Village storm sewers which can help alleviate chronic neighborhood drainage problems.

Cypress Detention Basin Flood Control Program (\$150,000) – This small project connects two storm sewers near the corner of Cypress Street and Arlington Heights Road.

Capital Improvement Program (CIP)

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

The Capital Improvement Program includes a process whereby citizens are asked for input on an annual basis. By communicating through the Village website, citizens are afforded the opportunity to complete a short form describing the type of capital projects they would like the Village to consider in the next five years. Village staff analyzed the cost and eligibility of all the proposed projects, and the Board subsequently examined the requests along with staff recommendations. Certain capital projects are considered only if the persons and property owners are agreeable to special assessment or special service area financing. In other cases projects are included in the CIP since they would benefit the community as a whole. In October 2010, the Village Board

reviewed all of the proposed capital projects and approved the Capital Improvement Program for FY2012 through FY2016.

The capital projects outlined in the CIP are budgeted in a variety of Village funds, depending on the source of revenue. The first year of the multi-year capital plan has been incorporated into the Adopted FY2012 Budget. The "CIP/Debt Service" section of the budget shows a summary of the entire five-year capital spending and funding plan. The key capital projects, outside of the water, sewer, and flood control projects that were identified earlier, include the following:

Tax Increment Financing (TIF) Fund Projects – The Village currently has three active TIF Districts. TIF projects are typically financed through a pay as you go mechanism or through issuing debt based on future property tax increment revenue streams. The difference in property tax revenues received in the base year of a TIF District versus the increased property taxes received in subsequent years after improvements are made, result in a property tax increment. The Village's Downtown TIF's, TIF I and TIF II expired in 2006 and 2009 respectively after having been in existence for 23 years. The Village used the \$500,000 it captured from the expiration of TIF I and the \$172,000 it is projected to capture from the expiration of TIF II to help maintain the Street Resurfacing Program. There are no large capital projects currently scheduled for the remaining TIF Districts. However, if a developer brings forth a viable project during the fiscal year, the Village would amend the budget accordingly.

Capital Projects Fund – This fund accounts for a variety of capital improvement projects including road improvements, sidewalk repair/replacement, equipment, traffic signals, and other miscellaneous projects. Financing for this fund is provided primarily by property taxes, a ¼% home-rule sales tax, and grant revenues. The recession has continued to squeeze this fund's available resources. At the same time, over the last ten years the cost of the Village's street resurfacing and reconstruction programs have increased at a rate faster than inflation due to the rising cost of oil, a key ingredient in asphalt. As a result, developing a spending plan for the Capital Projects and the MFT Funds has become more challenging each year.

Based on the Village Board's capital spending priorities established in November 2008, the spending plan continues the Village's planned efforts for street resurfacing, but also reflects continuing last year's reductions in some capital programs. The consequences of those reductions will continue to include not funding the arterial street light and downtown site furnishing programs, and most of the green corridor beautification program. The Village also will not be able to expand the pavement patching program, and will continue the reductions in sidewalk & curb replacement, and paver brick maintenance costs.

The FY2012 street expenditures are higher than normal due to the continuation of the Village's annual street resurfacing and reconstruction programs coupled with the Northwest Highway/Davis Street Intersection project and the Commuter Drive Reconstruction project. For nearly twenty years the Village has successfully utilized the PAVER program to assist with pavement management. The FY2012 street program includes the following expenditures:

Street Resurfacing Program (\$3,200,000 – Capital Projects Fund) – This is an ongoing program limited to resurfacing existing deteriorated street pavement and curbs.

Street Rehabilitation Program (\$2,045,000 – MFT Fund) – This is an ongoing pavement maintenance program analyzed by using the pavement management software. The Street

Rehabilitation Program consists of reconstruction of significantly deteriorated street pavement, curbs, and concrete panels.

Some of the other major projects included in the FY2012 Capital Projects Fund budget are:

Traffic Signal Improvement at Northwest Highway/Wilke (\$1,000,000) – This project totaling \$4.1 million includes intersection modifications to improve traffic signal sequencing, provides geometric changes, and upgrades existing signal hardware and signal system interconnect. The Illinois Department of Transportation (IDOT) has approved \$2 million in grant funds for construction which is the balance remaining from the highway portion for the transit improvements that were made to the Arlington Park train facility. Another \$1.5 million in Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) grant funding is being sought by the Village. The project will require the review and approval of numerous agencies including IDOT, the Union Pacific Railroad, Metra Commuter Rail, the Illinois Commerce Commission, and the Cook County Highway Department.

Northwest Highway/Davis Street/Arthur Avenue Intersection Improvement (\$1,186,900) – This represents most of the Village's portion of construction costs for the \$3.9 million improvement. The project involves the widening, resurfacing and channelization of roadways, traffic signal modernization and railroad grade crossing widening at this intersection. STP grant funding has been obtained for 50% of the right-of-way costs and 70% of the construction costs. During construction the Village will be billed for its local share of the construction costs.

Commuter Drive Reconstruction (\$177,000) – This project represents the Village's portion of the reconstruction of Commuter Drive from the Arlington Heights Train Station to Rohlwing Road. This improvement is being completed with the City of Rolling Meadows which has secured CMAQ funding for the improvement which has a total estimated cost of \$1,294,000.

Other Funds

Fleet Operations Fund - This is an internal service fund that provides for the replacement of Village vehicles through an annual vehicle/equipment lease charge to the participating department. The FY2012 Budget for vehicles is somewhat higher than normal due to the planned purchase of a Fire Engine for \$460,000 and two Ambulances for \$230,000 each. The Fire Engine has a scheduled useful life of 20 years and the Ambulance has a scheduled useful life of 8 years (6 years front-line service and 2 years reserve service). The vehicles that are being replaced are 20 and 8 years old respectively.

Solid Waste Fund – SWANCC – Residential garbage and recycling services are handled through a contractual agreement with Groot Industries. Residents pay a bi-monthly bill to Groot for these services. This fee is comprised of a garbage hauling charge to Groot and a disposal charge to the Solid Waste Agency of Cook County (SWANCC). Last fiscal year, the garbage hauling portion of the bi-monthly bill to residents was scheduled to increase by 3.5%, but this increase was abated by the Village through the use of Solid Waste Fund reserves. In order to ameliorate this increase in the future without increasing the garbage fees paid by residents, the FY2012 garbage hauling fee will increase, but the SWANCC disposal fee will decrease by the same amount. The net effect will be another year of no increases for garbage services to Village residents.

The new contract with Groot that starts on April 1, 2011 also provides residents with new recycling carts at no charge. The standard 65 gallon carts, which will be delivered in March 2011, are covered and come with wheels. Residents can also opt to use their current bins rather than the new carts, or they can choose to have a 35 gallon or 95 gallon recycling cart delivered at the beginning of the contract period at no extra charge. The new recycling carts are expected to make it easier for residents to bring their recycling materials to the curb, and they will allow for more recycling capacity. Another benefit of recycling is the annual recycling check the Village receives from SWANCC for total recycled amounts over an annual goal established by SWANCC for the community. These funds are deposited in the Solid Waste Fund which helps offset future rate adjustments.

Acknowledgements

The preparation of this year's budget posed another challenge for the Village Board and staff. The Recession has continued to result in difficult staff and service reductions for the third consecutive year. These reductions were required to craft a budget that lives within our current revenue stream and reserves, while continuing the Village's commitment to basic services. I would like to thank the entire staff and especially the budget team consisting of Tom Kuehne, Bob Buechner, Pam Robb, and Diana Mikula for their efforts. Thanks as well to the Village Board for its ongoing support during the budget cycle and throughout the year.

Sincerely,

A handwritten signature in black ink that reads "Bill Dixon". The signature is written in a cursive, slightly slanted style.

William C. Dixon
Village Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Arlington Heights
Illinois**

For the Fiscal Year Beginning

May 1, 2010

A handwritten signature in black ink, appearing to be 'J. J.', written in a cursive style.

President

A handwritten signature in black ink, reading 'Jeffrey R. Egan', written in a cursive style.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Arlington Heights, Illinois for its annual budget for the fiscal year beginning May 1, 2010.

In order to receive this award, a governmental 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 communications 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.

BUDGET & FINANCIAL PLAN CALENDAR FY2011-12

DATE	DAY	ACTIVITY
August – October, 2010	–	Capital Improvement Program (C.I.P.) and five-year projections prepared.
September – October, 2010	–	Departments develop expenditure cut proposals.
September 17, 2010	Friday	Finance Director's FY2011 General Fund Status Report released to Village Board for discussion at September 20 th Committee-of-the-Whole meeting.
September 20, 2010	Monday	FY2011 General Fund Status Report discussed at Committee-of-the-Whole meeting.
September 24, 2010	Friday	<i>Announcement regarding the CDBG citizen participation mailed to news media, interested parties and the Commissions.</i>
October 12, 2010	Tuesday	Department cuts submissions due.
October 1, 2010	Friday	C.I.P. released to Village Board for discussion at October 11 Committee-of-the-Whole meeting.
October 11, 2010	Monday	C.I.P. and Comprehensive Annual Financial Report reviewed with Village Board at Committee-of-the-Whole session.
October 13 – November 2, 2010	–	Department cuts submissions reviewed by Department Heads and Budget Team.
October 18, 2010	Monday	Board considers any motions stemming from October 11 Committee-of-the-Whole meeting regarding C.I.P. and Comprehensive Annual Financial Report.
November 3, 2010	Wednesday	Memo outlining proposed revenue options and expenditure cuts delivered to Village Board.
November 8, 2010	Monday	Committee-of-the-Whole discusses FY2012 General Fund Deficit Reduction Plan, Proposed 2010 Property Tax Levy and Recommended FY2012 Budget Ceilings.
November 15, 2010	Monday	Board considers any motions stemming from November 8 Committee-of-the-Whole meeting regarding FY2012 General Fund Deficit Reduction Plan, Proposed 2010 Property Tax Levy and Recommended FY2012 Budget Ceilings.
November 23, 2010	Tuesday	Budget worksheets are forwarded to departments. Departments prepare detailed budgets.
November 24, 2010	Wednesday	<i>Deadline to receive requests and comments from citizens and Commissions on CDBG Budget and Program.</i>
December 6, 2010	Monday	Board approves 2010 Tax Levy and Abatement Ordinances.
December 10, 2010	Friday	<i>Notice of CDBG Public Hearing #1 to newspaper.</i>
December 16, 2010	Thursday	<i>Notice of CDBG Public Hearing #1 published in newspaper.</i>
December 28, 2010	Tuesday	Last possible day to submit property tax levy to Cook County.
January 3, 2011	Monday	Department budget requests and projections due.
January 3 – January 14, 2011	–	Finance Department compiles departmental budget submissions.
January 10, 2011	Monday	<i>CDBG Public Hearing #1 for Consolidated Plan / Annual Action Plan at Committee-of-the-Whole.</i>
January 14, 2011	Friday	First draft of FY2012 Budget forwarded to Village Manager, Budget Team and all departments for review. <i>Notice of CDBG Public Hearing #2 and commencement of public comment period (30 days) sent to newspaper.</i>

BUDGET & FINANCIAL PLAN CALENDAR FY2011-12

DATE	DAY	ACTIVITY
January 18 – January 28, 2011	–	Departments meet with Village Manager and Budget Team.
January 21, 2011	Friday	<i>Notice of CDBG Public Hearing #2 and commencement of public comment period (30 days) published in newspaper (followed by a 30 day public comment period).</i>
February 1 – February 25, 2011	–	Final draft of FY2012 budget prepared.
February 25, 2011	Friday	Release final draft of FY2012 budget to Village Board & departments.
March 2, 2011	Wednesday	1 st Budget Meeting – Overview (with schedule of budget related actions taken by Committee-of-the-Whole & Board to date), revenue analysis, and budgets for Board of Trustees, Village Manager, Human Resources, Legal, Village Clerk, Finance, Information Technology, and GIS.
March 7, 2011	Monday	<i>Village Board holds CDBG Public Hearing #2 and approves Consolidated Plan / Annual Action Plan including CDBG Budget.</i>
March 10, 2011	Thursday	2 nd Budget Meeting – Budgets for Health Services, Senior Services, and Building.
March 14, 2011	Monday	3 rd Budget Meeting – Budgets for Woodfield Chicago Northwest Convention Bureau, Planning & Community Development, Engineering, Public Works, Municipal Buildings, Water & Sewer, Parking Operations, and Fleet Services. <i>"Combined Notice of Finding No Significant Impact and Request for Release of Funds" (for Consolidated Plan / Annual Action Plan including CDBG Budget) sent to newspaper.</i> <i>Mail Consolidated Plan / Annual Action Plan including CDBG Budget to HUD for 45 day review period.</i>
March 16, 2011	Wednesday	4 th Budget Meeting – Budgets for Memorial Library, Performing Arts at Metropolis Theater, all Boards & Commissions, Fire, Fire Academy, Police, and carryover items from prior meetings. Committee-of-the-Whole makes recommendation to Board to approve FY2012 budget as amended.
March 21, 2011	Monday	Notice of Public Hearing on FY2012 Budget published in newspaper.
March 25, 2011	Friday	<i>"Combined Notice of Finding No Significant Impact and Request for Release of Funds" (for Consolidated Plan / Annual Action Plan including CDBG Budget) published in newspaper (followed by 15 day public comment period).</i>
April 11, 2011	Monday	Public Hearing on FY2012 Budget. Approval of FY2012 Budget at formal meeting (alternate date for passage is April 25, 2012).
April 13, 2011	Wednesday	<i>Request for Release of Funds sent to HUD (followed by HUD 15 day comment period).</i>

FINANCIAL PERFORMANCE GOALS

Policy 1993-1 Adopted 12/20/93

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

REVENUE PERFORMANCE GOALS

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

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

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

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

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

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

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

The total Village tax rate, excluding the Library, will not exceed the maximum rate levied in 1997 which was \$0.978.

OPERATION EXPENDITURES PERFORMANCE GOALS

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

FINANCIAL PERFORMANCE GOALS

(Continued)

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

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

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

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

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

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

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

RESERVE PERFORMANCE GOALS

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

- A. Provide adequate cash flow and to prevent the demand for short term borrowing;
- B. Provide for temporary funding of unforeseen needs of an emergency or non-recurring nature;
- C. Provide for orderly budgetary adjustments when revenues are lost through the actions of other governmental bodies;
- D. Provide the local match for public or private grants;
- E. Provide for unexpected, small increases in service delivery costs;
- F. Provide for unanticipated revenue shortfalls.

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

FINANCIAL PERFORMANCE GOALS

(Continued)

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

INVESTMENT PERFORMANCE GOALS

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

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

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

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

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

CAPITAL IMPROVEMENT PERFORMANCE GOALS

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

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

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

The Village will identify the estimated cost and potential funding sources for each capital project proposed before submission to reviewing bodies and to the Village President and Board of Trustees. Future operating costs associated with a proposed capital improvement will be estimated before a decision is made to implement a project.

FINANCIAL PERFORMANCE GOALS

(Continued)

Federal, State and other intergovernmental and private funding sources of a special revenue nature shall be sought out and used as available to assist in financing capital improvements.

DEBT PERFORMANCE GOALS

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

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

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

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

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

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

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

FINANCIAL REPORTING PERFORMANCE GOALS

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

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

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

FINANCIAL PERFORMANCE GOALS

(Continued)

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

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

BUDGET DOCUMENT PURPOSE & CONTENT

PURPOSE

This budget represents the Village's plan for allocating resources. These resources include time, manpower and money and are allocated to accomplish the planned objectives set forth in the strategic plan. The budget document is a planning, control and measurement tool of the Village. It is a multi-year comprehensive financial plan adopted annually by the Village Board, with a fiscal year starting May 1st and ending April 30th.

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

CONTENT

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

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

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

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

BUDGET DOCUMENT PURPOSE & CONTENT

(Continued)

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

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

APPENDIX – This section contains a community profile for the Village of Arlington Heights and a glossary of terms.

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

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

BASIS OF BUDGETING – The Village of Arlington Heights accounts for all funds and adopts a budget based on generally accepted accounting principles (GAAP). The Village uses fund accounting designed to demonstrate legal compliance and to aid financial management by segregating transactions related to

BUDGET DOCUMENT PURPOSE & CONTENT

(Continued)

certain governmental functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts. Funds are classified into the following categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types."

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

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

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

Financial Summaries

ALL FUNDS SUMMARY

FUND	REVENUES	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101	GENERAL	57,848,108	59,303,291	61,436,747	61,604,924	63,566,000	1,961,076	3.2%
211	MOTOR FUEL TAX	2,142,551	1,942,836	2,466,800	2,156,000	1,948,000	(208,000)	(9.6%)
215	CDBG	348,362	447,721	437,410	495,598	416,188	(79,410)	(16.0%)
217	1st TIME HOME BUYERS GRANT	21,554	32,084	0	0	0	0	N/A
225	FIRE ACADEMY	179,541	133,871	133,300	188,000	188,000	0	0.0%
227	FOREIGN FIRE INSURANCE TAX	100,042	110,290	121,500	92,500	121,000	28,500	30.8%
231	CRIMINAL INVESTIGATIONS	160,035	197,246	319,200	0	16,676	16,676	N/A
235	MUNICIPAL PARKING	1,156,033	1,048,556	1,057,900	1,048,800	1,061,200	12,400	1.2%
251	TIF I SOUTH	13,166	0	656,508	425,000	0	(425,000)	(100.0%)
255	TIF II NORTH	2,443,627	1,582,778	10,000	0	0	0	N/A
261	TIF III	407,734	348,127	302,200	390,000	301,800	(88,200)	(22.6%)
263	TIF IV	593,392	560,542	509,100	541,000	496,200	(44,800)	(8.3%)
264	TIF V	1,485,267	1,451,324	713,700	1,466,000	713,700	(752,300)	(51.3%)
301	DEBT SERVICE	8,307,576	16,685,363	11,076,700	11,103,100	8,597,600	(2,505,500)	(22.6%)
401	CAPITAL PROJECTS FUND	5,245,456	6,292,335	4,665,900	6,660,250	5,377,600	(1,282,650)	(19.3%)
426	FLOOD CONTROL V	30,696	24,519	225,000	15,000	5,000	(10,000)	(66.7%)
431	PUBLIC BUILDING	72,743	32,859	25,000	20,000	13,000	(7,000)	(35.0%)
505	WATER & SEWER	12,024,565	12,093,765	12,581,300	13,807,400	14,612,100	804,700	5.8%
511	SOLID WASTE DISPOSAL	1,779,980	1,683,729	1,570,000	1,523,000	1,550,000	27,000	1.8%
515	ARTS, ENTERTAINMENT & EVENTS	527,326	461,108	468,600	491,600	503,700	12,100	2.5%
605	HEALTH INSURANCE	8,092,315	8,169,706	8,100,400	8,646,600	8,382,600	(264,000)	(3.1%)
606	RETIREE HEALTH INSURANCE	2,233,375	2,175,390	2,362,600	2,492,900	2,826,100	333,200	13.4%
611	GENERAL LIABILITY INSURANCE	701,841	664,793	669,700	692,300	988,000	295,700	42.7%
615	WORKERS' COMPENSATION	1,806,145	1,859,474	1,760,700	1,745,200	1,779,600	34,400	2.0%
621	FLEET OPERATIONS	2,805,619	3,022,150	2,924,400	2,855,800	2,868,300	12,500	0.4%
625	TECHNOLOGY	1,628,984	1,544,351	1,535,800	1,531,800	1,410,500	(121,300)	(7.9%)
705	POLICE PENSION	(5,796,942)	13,437,242	7,862,700	8,668,000	8,838,000	170,000	2.0%
711	FIRE PENSION	(2,474,214)	13,910,089	8,940,000	8,183,000	9,009,000	826,000	10.1%
TOTAL REVENUES		103,884,877	149,215,539	132,933,165	136,843,772	135,589,864	(1,253,908)	(0.9%)

FUND	EXPENDITURES	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101	GENERAL	60,627,317	61,021,789	60,982,500	62,073,763	63,566,000	1,492,237	2.4%
211	MOTOR FUEL TAX	1,877,358	2,499,437	2,141,700	2,563,179	2,446,100	(117,079)	(4.6%)
215	CDBG	348,362	447,721	437,410	495,598	416,188	(79,410)	(16.0%)
217	1st TIME HOME BUYERS GRANT	49,333	58,033	10,147	11,496	0	(11,496)	(100.0%)
225	FIRE ACADEMY	202,127	120,238	216,300	262,200	185,700	(76,500)	(29.2%)
227	FOREIGN FIRE INSURANCE TAX	213,035	147,526	108,500	190,000	135,000	(55,000)	(28.9%)
231	CRIMINAL INVESTIGATIONS	250,164	189,981	245,100	245,151	149,000	(96,151)	(39.2%)
235	MUNICIPAL PARKING	1,172,714	1,158,873	1,118,500	1,250,684	1,208,800	(41,884)	(3.3%)
251	TIF I SOUTH	748,805	0	0	425,000	656,508	231,508	54.5%
255	TIF II NORTH	293,651	612,498	947,541	1,271,154	0	(1,271,154)	(100.0%)
261	TIF III	288,450	282,692	287,400	337,312	324,200	(13,112)	(3.9%)
263	TIF IV	1,657,308	570,468	361,500	661,547	610,000	(51,547)	(7.8%)
264	TIF V	1,202,657	732,018	344,000	413,662	914,600	500,938	121.1%
301	DEBT SERVICE	8,324,144	16,841,847	11,035,854	11,035,884	8,561,400	(2,474,484)	(22.4%)
401	CAPITAL PROJECTS FUND	6,834,799	6,599,503	4,823,600	9,814,049	7,336,600	(2,477,449)	(25.2%)
426	FLOOD CONTROL V	41,186	91,460	241,600	1,931,595	850,000	(1,081,595)	(56.0%)
431	PUBLIC BUILDING	434,503	22,608	122,800	124,841	314,000	189,159	151.5%
505	WATER & SEWER	14,117,495	13,235,573	14,882,000	16,498,733	14,824,400	(1,674,333)	(10.1%)
511	SOLID WASTE DISPOSAL	1,541,944	1,422,141	1,421,300	1,477,300	1,486,400	9,100	0.6%
515	ARTS, ENTERTAINMENT & EVENTS	316,084	655,204	471,000	554,517	494,200	(60,317)	(10.9%)
605	HEALTH INSURANCE	8,479,739	7,767,551	8,290,900	10,248,000	9,847,500	(400,500)	(3.9%)
606	RETIREE HEALTH INSURANCE	2,233,375	2,175,390	2,362,600	2,492,900	2,826,100	333,200	13.4%
611	GENERAL LIABILITY INSURANCE	615,037	649,822	1,689,700	1,819,050	918,200	(900,850)	(49.5%)
615	WORKERS' COMPENSATION	1,685,136	1,250,222	1,528,100	1,469,600	1,749,300	279,700	19.0%
621	FLEET OPERATIONS	4,222,036	2,927,867	2,758,900	3,075,841	4,169,600	1,093,759	35.6%
625	TECHNOLOGY	1,508,209	2,268,026	1,377,000	1,512,300	1,410,500	(101,800)	(6.7%)
705	POLICE PENSION	3,564,970	3,746,170	4,017,200	4,081,400	4,368,100	286,700	7.0%
711	FIRE PENSION	4,087,507	4,322,967	4,626,400	4,606,500	5,117,100	510,600	11.1%
TOTAL EXPENDITURES		126,937,445	131,817,625	126,849,552	140,943,256	134,885,496	(6,057,760)	(4.3%)

FUND BALANCE SUMMARY FY2012

Fund	Fund Name	5/01/11 Projected Beginning Fund Balance (Deficit)	FY2012 Revenues & Transfers In	FY2012 Expenditures & Transfers Out	FY2012 Revenues Over (Under) Expenditures	4/30/12 Estimated Ending Fund Balance (Deficit)
101	General	\$18,074,210	\$63,566,000	\$63,566,000	\$0	\$18,074,210
211	Motor Fuel Tax	1,115,455	1,948,000	2,446,100	(498,100)	617,355
215	CDBG	0	416,188	416,188	0	0
225	Fire Academy	177,004	188,000	185,700	2,300	179,304
227	Foreign Fire Insurance Tax	337,052	121,000	135,000	(14,000)	323,052
231	Criminal Investigations	132,324	16,676	149,000	(132,324)	0
235	Municipal Parking	4,638,006	1,061,200	1,208,800	(147,600)	4,490,406
251	TIF I South	656,508	0	656,508	(656,508)	0
261	TIF III	1,073,329	301,800	324,200	(22,400)	1,050,929
263	TIF IV	166,157	496,200	610,000	(113,800)	52,357
264	TIF V	1,888,669	713,700	914,600	(200,900)	1,687,769
301	Debt Service	1,830,689	8,597,600	8,561,400	36,200	1,866,889
401	Capital Projects	6,004,392	5,377,600	7,336,600	(1,959,000)	4,045,392
426	Flood Control V	2,491,830	5,000	850,000	(845,000)	1,646,830
431	Public Building	1,607,796	13,000	314,000	(301,000)	1,306,796
505	Water & Sewer	4,830,376	14,612,100	14,824,400	(212,300)	4,618,076
511	Solid Waste Disposal	1,947,996	1,550,000	1,486,400	63,600	2,011,596
515	Arts, Entertainment & Events	286,809	503,700	494,200	9,500	296,309
605	Health Insurance	2,518,374	8,382,600	9,847,500	(1,464,900)	1,053,474
606	Retiree Health Insurance	0	2,826,100	2,826,100	0	0
611	General Liability Insurance	2,670,654	988,000	918,200	69,800	2,740,454
615	Workers' Compensation Insurance	4,200,800	1,779,600	1,749,300	30,300	4,231,100
621	Fleet Operations	5,872,367	2,868,300	4,169,600	(1,301,300)	4,571,067
625	Technology	1,327,658	1,410,500	1,410,500	0	1,327,658
705	Police Pension	75,179,866	8,838,000	4,368,100	4,469,900	79,649,766
711	Fire Pension	63,218,540	9,009,000	5,117,100	3,891,900	67,110,440
TOTAL ALL VILLAGE FUNDS		\$202,246,861	\$135,589,864	\$134,885,496	\$704,368	\$202,951,229

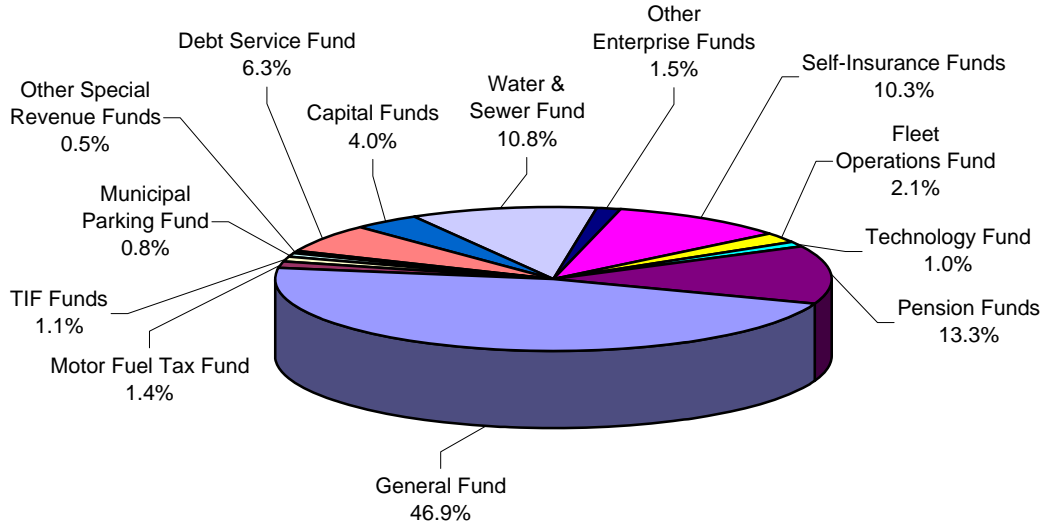
1. The General Fund shows a FY2012 balanced budget for operations due to expenditure cuts of \$2.2 million and increased utility tax rates. The current financial condition of the fund is healthy as it continues to maintain a fund balance over 25% of annual expenditures.
2. The Motor Fuel Tax Fund shows a planned operating deficit to complete various road improvements throughout the Village.
3. Fire Academy Fund - Training of Village public safety personnel as well as recruits throughout the area is provided by this operation. The operation is designed to be self-funding through tuition and provides access to the latest rescue equipment.
4. Foreign Fire Insurance Tax Fund - Insurance companies that do not maintain offices within the State but market fire insurance policies within the State pay an additional tax of 2% to the municipality where the policy is written. These funds are used for the betterment of the fire services and are controlled by a separate Board of Directors including the Fire Chief and firefighters per State Statute. Prior year revenues are being expensed this year, creating the operating deficit.
5. Criminal Investigations Fund - Seized assets under State and Federal statutes are accounted for in this fund and used for the advancement of law enforcement. These funds are not budgeted for day-to-day Police Department operations but are generally one time capital expenditures of prior year revenues.
6. Municipal Parking Fund - Primarily, commuter parking for travel to and from Chicago is provided for in this fund. With Downtown redevelopment, resident parking for large apartment complexes and off-street shopper parking was included. Substantial fund balance is maintained for future parking garage maintenance and repairs. The deficit in operations in FY2012 is due primarily to one-time capital expenditures.
7. The TIF I District ended in 2006. Current litigation creates the potential for FY2012 activity in the TIF I South Fund.
8. TIF III, IV and V Funds reflect a planned drawdown of reserves.

FUND BALANCE SUMMARY FY2012

9. The Debt Service Fund accounts for all debt service payments from general obligation bond issuances except those in the Water & Sewer Fund (an enterprise fund).
10. The Capital Projects Fund shows a deficit in operations primarily as a result of street construction project costs outpacing revenues dedicated to this fund.
11. Flood Control V has a planned deficit in operations as these bond proceeds are used for their intended purpose. After all funds are exhausted the fund will be closed.
12. The Public Building Fund provided for the reconstruction of the Public Works Facility, Fire Station #1 and the Village Hall. \$20 million of G.O. Bonds were sold in 2004 to begin financing these projects and an additional \$20 million were sold in 2006 to complete these projects. Remaining fund balance can be reserved for future building projects or can be transferred to other Village funds. Funds are currently being used to extend the life of the existing Police Facility.
13. The Water & Sewer Fund deficit in operations this year represents capital improvement costs that will be amortized with future service fees. A planned service rate increase of 5% per year for the next five years will also improve financial operating performance.
14. Solid Waste Disposal Fund - The operations of the Government Joint Venture Solid Waste Agency of Northern Cook County are provided for in this fund. Efforts to reduce solid waste removal costs and maximize disposal facility useful lives are primary objectives.
15. The Arts, Entertainment & Events Fund is designed for funding special events and the operation of the Metropolis Performing Arts Theater. The primary funding source is a .25% Food & Beverage Tax on prepared food.
16. The Health Insurance Fund has a planned operating deficit due to the potential of large health insurance claims. Actual year end results generally come in better than budgeted. This fund is operated on a pay as you go basis with a reserve for large claims.
17. Retiree Health Insurance Fund - This accounting segregates medical insurance expenses for retirees from those expenses of current staff. Retirees pay 100% of their premium for health insurance. Any operating deficit is funded on a pay-as-you-go basis from the Health Insurance Fund.
18. The General Liability Insurance Fund covers the first \$2M per claim before excess coverage takes effect. Premiums are charged to operating departments to fund operations. Past claims have been varied and actual experience is generally more favorable than budgeted.
19. The Technology Fund provides for the operation of the Village's computer network infrastructure and equipment replacement. Service charges to departments are used to fund these operations.
20. The Fleet Operations Fund provides for major capital replacements. Service charges over the useful life of the equipment will replenish reserves. A healthy fund balance is maintained for vehicle and equipment replacement.
21. Police and Fire Pension Funds are both budgeting positive results from operations this year. Funding for future liabilities of the Police and Fire Pension Funds is currently at 73% and 64% respectively. Per current State Statute, 90% funding must be reached by 2040.

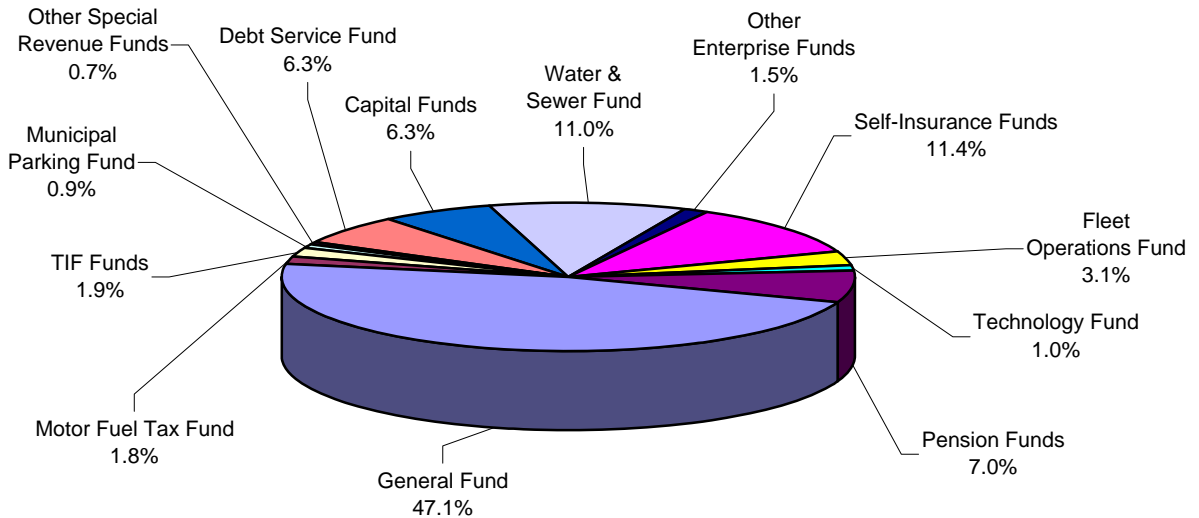
ALL FUNDS REVENUES

FY2011-2012 Budget



ALL FUNDS EXPENDITURES

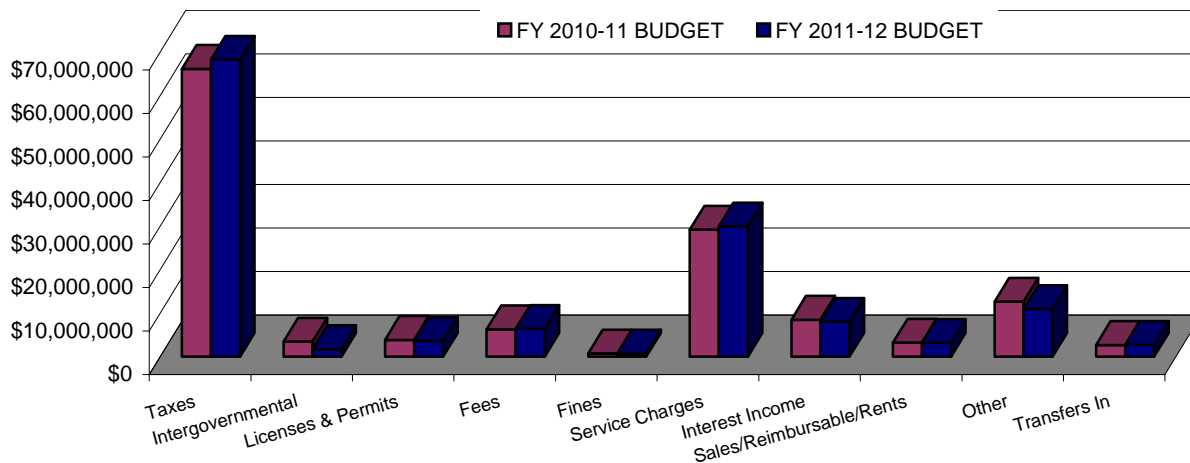
FY2011-2012 Budget



WHERE THE MONEY COMES FROM

ALL FUNDS REVENUES

FY 2010-11 BUDGET vs. FY 2011-12 BUDGET



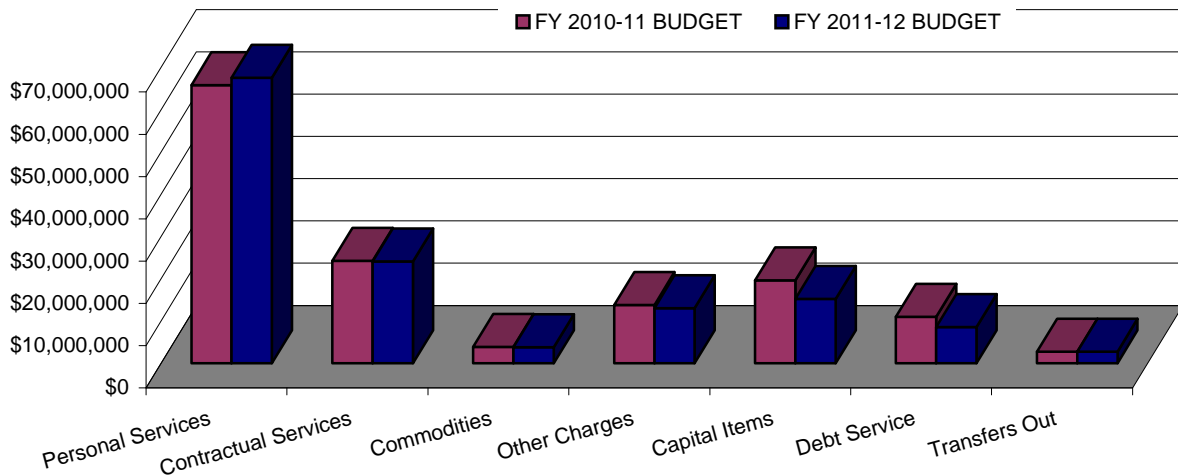
	FY 2008-09 ACTUAL	FY 2009-10 ACTUAL	FY 2010-11 BUDGET	FY 2011-12 BUDGET	% CHANGE
Taxes	63,947,100	61,624,742	66,133,300	68,249,900	3.2%
Intergovernmental	1,439,338	791,608	3,475,476	1,740,188	(49.9%)
Licenses & Permits	3,737,101	3,644,510	3,877,200	3,603,500	(7.1%)
Fees	6,374,320	6,354,422	6,285,700	6,425,800	2.2%
Fines	787,292	731,117	757,600	705,600	(6.9%)
Service Charges	26,088,044	27,044,152	29,182,200	29,927,700	2.6%
Interest Income	(13,941,360)	20,802,865	8,509,500	8,034,000	(5.6%)
Sales/Reimbursable/Rents	3,615,678	3,735,733	3,264,700	3,190,200	(2.3%)
Other	9,057,659	19,348,614	12,661,300	10,983,176	(13.3%)
Transfers In	2,779,705	5,137,776	2,696,796	2,729,800	1.2%
Total Revenues	103,884,877	149,215,539	136,843,772	135,589,864	(0.9%)

NOTE: **Taxes** increased due to an increase in the utility tax rate and an increase in the real estate tax levy, primarily for Public Safety pension funding. **Intergovernmental** revenues decreased due to a \$2 million grant for traffic signal improvements at Northwest Highway and Wilke Roads being budgeted last year. **Licenses/Permits** and **Fines** decreased due to the slowdown in the economy. **Fees** increased due to the cable franchise agreement and the addition of the Village's third cable television provider, AT&T U-Verse. **Service Charges** increased primarily due to the 5% scheduled increase in water and sewer rates. **Sales/Reimbursables/Rents** decreased due to retiree insurance coverage and annual premium fluctuations and reduced rent from Northwest Central Dispatch due to the savings from the bond refinancing. **Other** revenues decreased due to the proceeds of the Northwest Central Dispatch bond refinancing being realized last year. **Transfers In** increased from last year due to the funding of a large insurance claim.

WHERE THE MONEY GOES

ALL FUNDS EXPENDITURES

FY 2010-11 BUDGET vs. FY 2011-12 BUDGET



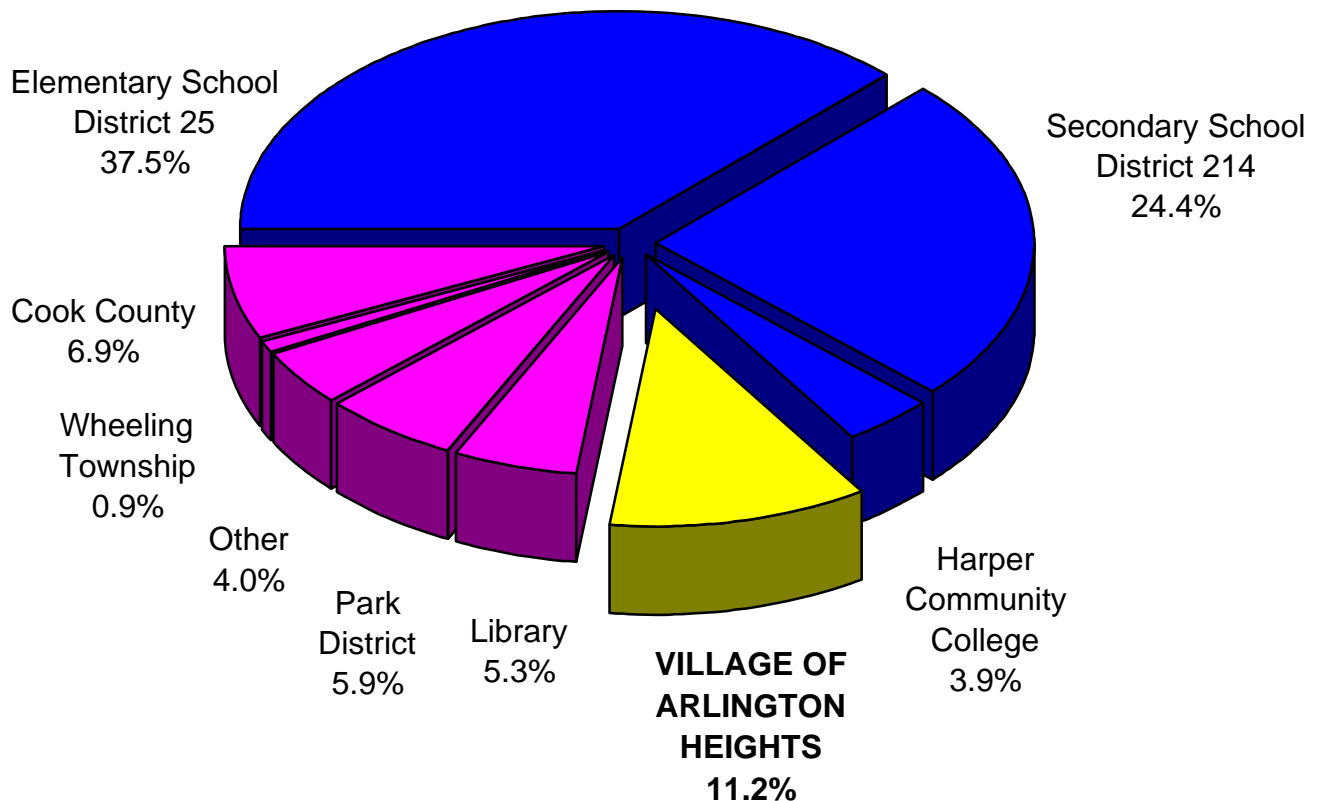
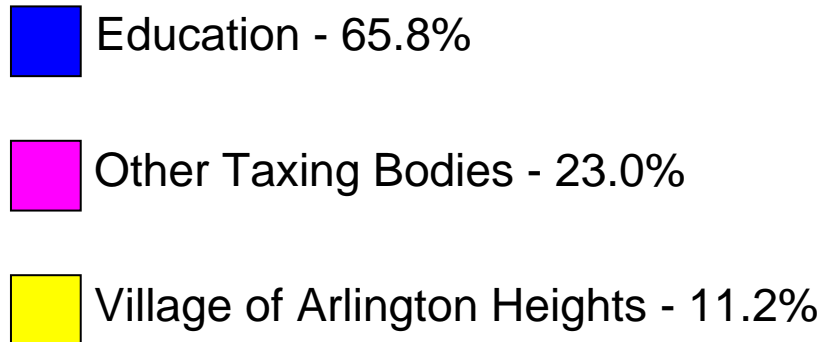
	FY 2008-09 ACTUAL	FY 2009-10 ACTUAL	FY 2010-11 BUDGET	FY 2011-12 BUDGET	% CHANGE
Personal Services	63,334,959	63,228,272	65,782,100	67,543,700	2.7%
Contractual Services	22,667,435	21,621,473	24,239,349	24,062,508	(0.7%)
Commodities	3,876,931	3,390,367	3,834,817	3,761,300	(1.9%)
Other Charges	10,011,614	11,448,174	13,801,097	13,019,788	(5.7%)
Capital Items	14,957,452	9,792,468	19,589,639	15,207,000	(22.4%)
Debt Service	9,309,349	17,199,095	10,999,458	8,561,400	(22.2%)
Transfers Out	2,779,705	5,137,776	2,696,796	2,729,800	1.2%
Total Expenditures	126,937,445	131,817,625	140,943,256	134,885,496	(4.3%)

NOTE: **Personal Services** increased due to the Public Safety Pension funding increases and prior years deferred salary adjustments even though 7.5 staff positions were eliminated. The Village's unemployment costs are not projected to increase significantly due to the Voluntary Retirement Program that registered 13 long-term staff for retirement. **Contractual Services** decreased due to purchasing photocopiers versus leasing them, rebidding billing services for ambulance calls, reducing the contribution to the Woodfield Chicago Northwest Convention Bureau, and reducing the IT service charge to Village departments. **Commodities** decrease reflects prior year encumbrances being completed last year. **Other Charges** decreased due to the payment of a large general liability insurance claim in the previous year. **Capital Items** decreased due to large Water & Sewer Fund projects being completed or deferred, Flood Control projects budgeted last year being phased in during the current year, reduced road project budgets for Northwest Highway & Arthur and Northwest Highway and Wilke to more accurately align them with construction schedules. **Debt Service** expenditures decreased as last fiscal year included an advance refunding payment of almost \$3 million for the Northwest Central Dispatch building addition bond refinancing. **Transfers Out** increased due to the funding of a large insurance claim paid in the prior year.

Village of Arlington Heights

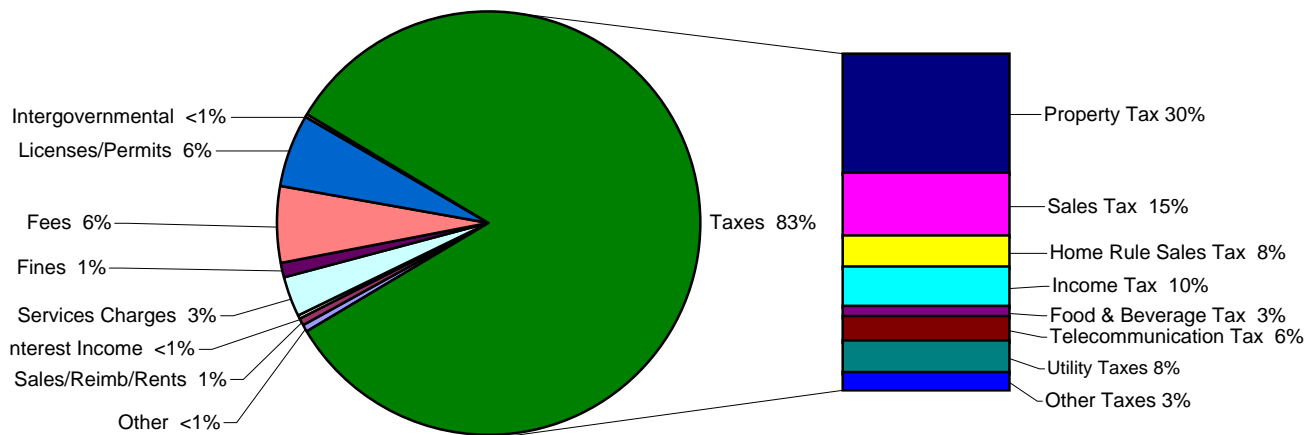
2009 PROPERTY TAX BILL

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



AS THE ABOVE PIE CHART ILLUSTRATES, THE VILLAGE OF ARLINGTON HEIGHTS CONSISTS OF 11.2% OF THE ENTIRE PROPERTY TAX BILL.

WHERE THE MONEY COMES FROM GENERAL FUND REVENUES 2011-2012 Fiscal Year



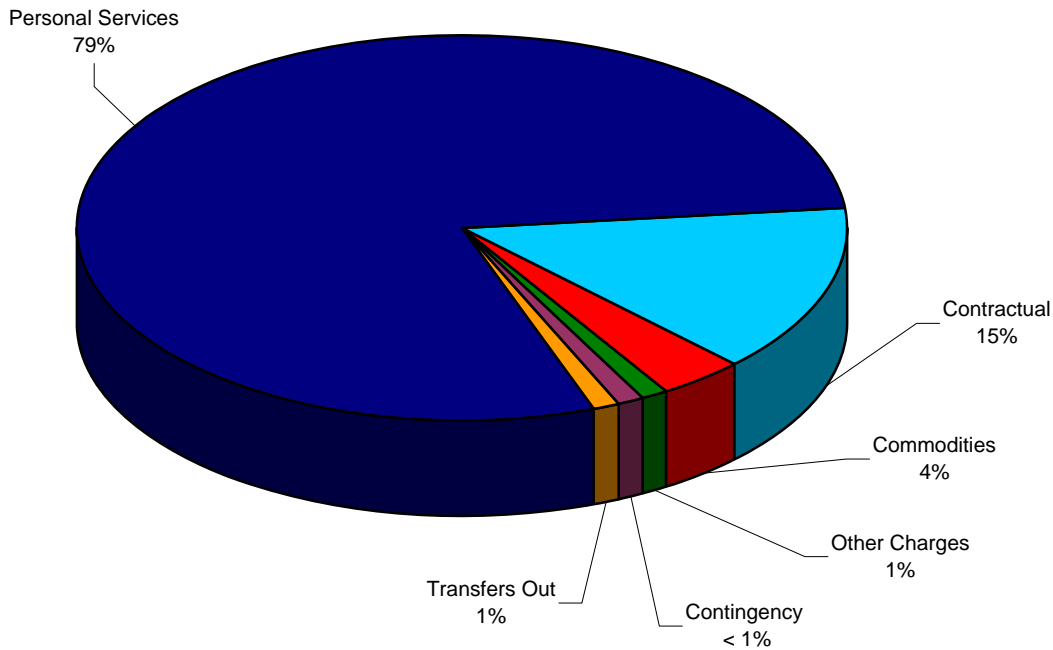
	FY 2008-09 ACTUAL	FY 2009-10 ACTUAL	FY 2010-11 BUDGET	FY 2011-12 BUDGET	% CHANGE
Taxes	46,098,609	44,409,167	50,086,000	52,596,500	5.0%
Intergovernmental	582,646	364,146	124,728	169,400	35.8%
Licenses/Permits	3,737,101	3,644,510	3,877,200	3,603,500	(7.1%)
Fees	3,561,041	3,621,190	3,572,900	3,663,600	2.5%
Fines	721,103	680,269	705,600	645,600	(8.5%)
Service Charges	1,784,442	1,960,514	2,060,400	2,037,700	(1.1%)
Interest Income	452,186	205,407	350,000	150,000	(57.1%)
Sales/Reimb/Rents	462,268	448,573	456,800	418,200	(8.5%)
Other	448,712	369,818	309,800	281,500	(9.1%)
Transfers In	0	3,599,697	61,496	0	(100.0%)
Total Revenue	57,848,108	59,303,291	61,604,924	63,566,000	3.2%

NOTE: **Taxes** increased due to a 2% increase in the utility use tax rate from 3% to 5%, and an increase of 4.3% in the real estate tax levy primarily to fund Public Safety pension fund required contributions. **Intergovernmental** revenues show an increase due to a grant for energy efficient programs from the Federal Government. **Licenses/Permits** and **Fines** decreased due to the slowdown in the economy. **Fees** increased due to the cable franchise fees from the Village's newest and third cable television provider, AT&T U-Verse. **Sales/Reimbursables/Rents** decreased due to reduced rent from Northwest Central Dispatch for debt service payments after the bond refinancing. **Other** income decreased due to the reduced payments from collection agency activities. **Transfers In** decreased due to last year's one time transfer from The AE&E Fund to cover revenue short falls and the closure of the First-Time Homebuyers Fund.

WHERE THE MONEY GOES

GENERAL FUND EXPENDITURES

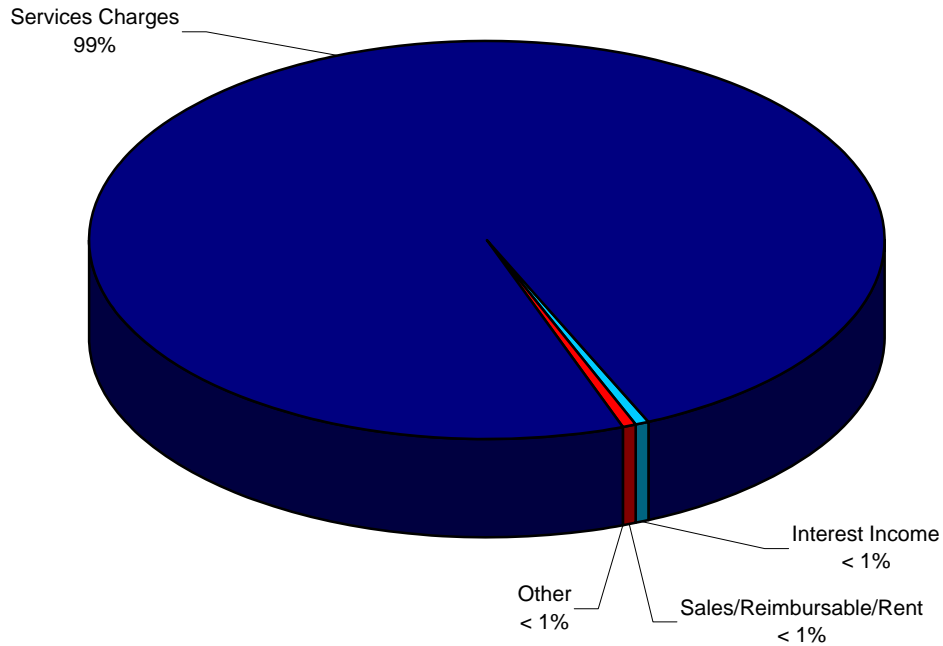
2011-2012 FISCAL YEAR



	FY 2008-09 ACTUAL	FY 2009-10 ACTUAL	FY 2010-11 BUDGET	FY 2011-12 BUDGET	% CHANGE
Personal Services	48,180,017	47,614,720	49,077,400	50,134,700	2.2%
Contractual Services	9,010,394	8,594,402	9,175,921	9,078,700	(1.1%)
Commodities	2,574,276	2,027,580	2,355,237	2,313,100	(1.8%)
Other Charges	576,730	2,494,087	625,505	595,500	(4.8%)
Contingency	0	0	189,000	674,100	256.7%
Transfers Out	285,900	291,000	650,700	769,900	18.3%
Total Expenditures	60,627,317	61,021,789	62,073,763	63,566,000	2.4%

NOTE: **Personal Services** increased due primarily to the large public safety pension funding increase of 14% or \$1.17 million required by State statute. **Other Charges** increased slightly due to the addition of a new special event for the 125th anniversary celebration and web site improvements. **Contingency** is budgeted each year but if used, is classified as an expenditure type. If not used it becomes part of available reserves. The FY2011 budget shows that there is still \$189,000 remaining as a contingency as of the date of this writing. A large contingency amount is budgeted in FY2012 due to the unknown potential effects of the State of Illinois' budget issues. **Transfers Out** increased due to additional funds transferred to the General Liability Fund as a result of a large prior year claim settlement.

WHERE THE MONEY COMES FROM WATER & SEWER FUND REVENUES 2011-2012 FISCAL YEAR



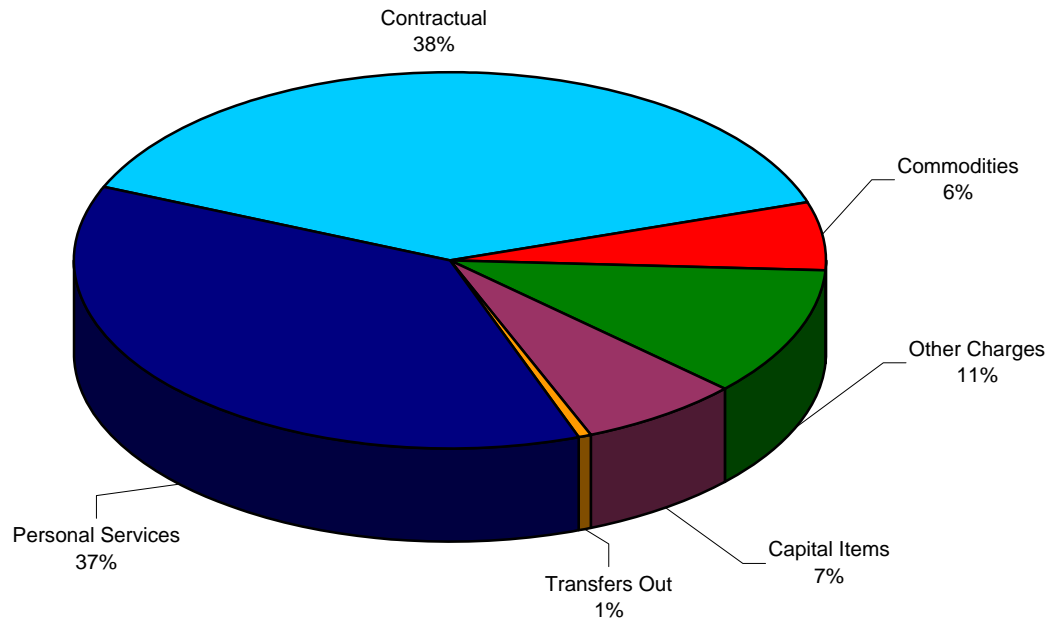
	FY 2008-09 ACTUAL	FY 2009-10 ACTUAL	FY 2010-11 BUDGET	FY 2011-12 BUDGET	% CHANGE
Services Charges	11,789,339	11,908,829	13,600,400	14,455,100	6.3%
Interest Income	188,113	83,884	60,000	60,000	0.0%
Sales/Reimbursable/Rent	90,339	58,309	82,000	82,000	0.0%
Other	(43,226)	42,743	65,000	15,000	(76.9%)
Total Revenues	12,024,565	12,093,765	13,807,400	14,612,100	5.8%

NOTE: **Service Charges** include sales for water and sewer service. Water consumption was projected lower in the prior year based on historical trends and due to the closing of the Sheraton Hotel. A combined water and sewer rate increase of 5% was also approved effective as of May 1, 2011. **Other** revenue decreased due to a \$50,000 Energy Efficiency & Conservation Block Grant (EECBG) awarded last year for the purpose of a water system energy audit.

WHERE THE MONEY GOES

WATER & SEWER FUND EXPENDITURES

2011-2012 FISCAL YEAR



	FY 2008-09 ACTUAL	FY 2009-10 ACTUAL	FY 2010-11 BUDGET	FY 2011-12 BUDGET	% CHANGE
Personal Services	5,228,043	5,135,245	5,493,300	5,480,800	(0.2%)
Contractual	5,437,837	5,367,100	5,761,233	5,735,800	(0.4%)
Commodities	648,604	841,224	879,783	847,200	(3.7%)
Other Charges	1,225,976	1,311,113	1,519,700	1,649,500	8.5%
Capital Items	1,577,035	580,891	2,764,717	1,031,100	(62.7%)
Transfers Out	0	0	80,000	80,000	0.0%
Total Expenditures	14,117,495	13,235,573	16,498,733	14,824,400	(10.1%)

NOTE: **Other Charges** reflect an increase in the contingency line item for unexpected events and an increase in the administrative service charge to the General Fund. **Capital Items** decreased due to the deferral of the Regent Park Sanitary Relief Sewer Project, prior year encumbrances being completed, and the completion of the rehabilitation of Well 13 last year.

VILLAGE OF ARLINGTON HEIGHTS
EMPLOYEE CENSUS

Ten Year Analysis

DEPARTMENT		FY2003	FY2004	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012
Manager's Office	Full-Time	6.00	5.00	5.00	5.00	5.50	5.50	6.50	6.50	6.00	6.00
	Part-Time	0.00	0.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Human Resources	Full-Time	4.00	4.00	4.00	4.00	4.50	4.50	4.50	4.50	4.00	4.00
	Part-Time	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Legal	Full-Time	2.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00
	Part-Time	3.00	3.00	3.00	3.00	3.00	3.00	4.00	4.00	3.00	3.00
Finance	Full-Time	19.00	19.00	19.00	19.00	18.00	18.00	18.00	17.00	16.00	17.00
	Part-Time	3.00	3.00	3.00	3.00	2.00	2.00	2.00	1.00	1.00	1.00
Village Clerk	Full-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
IT/GIS	Full-Time	9.00	9.00	9.00	9.00	7.00	7.00	7.00	7.00	7.00	6.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police	Full-Time	147.00	146.00	146.00	146.00	146.00	148.00	148.00	146.00	138.00	137.00
	Part-Time	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Police Grant	Full-Time	2.00	3.00	3.00	3.00	3.00	1.00	1.00	1.00	1.00	1.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire	Full-Time	105.00	105.00	105.00	106.00	105.00	114.00	114.00	113.00	110.00	109.00
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	3.00
Planning & Comm Devlp	Full-Time	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	9.00	9.00
	Part-Time	2.00	2.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Building	Full-Time	19.00	19.00	19.00	18.00	18.00	18.00	19.00	18.00	17.00	15.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	3.00
Engineering	Full-Time	15.00	14.00	13.00	13.00	13.00	13.00	13.00	12.00	10.00	10.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Health Services	Full-Time	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	10.00	10.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Youth Services	Full-Time	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00
	Part-Time	2.00	2.00	2.00	3.00	3.00	3.00	3.00	3.00	0.00	0.00
Senior Services	Full-Time	5.00	4.00	4.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00
	Part-Time	1.00	1.00	2.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Public Works	Full-Time	48.00	43.00	42.00	42.00	42.00	42.00	42.00	42.00	37.00	34.00
	Part-Time	0.00	0.00	1.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00 (1)
Buildings & Grounds	Full-Time	8.00	7.00	7.00	7.00	7.00	7.00	8.00	7.00	7.00	7.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water Utility Operations	Full-Time	40.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	40.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00 (1)
Fleet Services	Full-Time	12.00	11.00	11.00	11.00	10.00	10.00	10.00	10.00	10.00	10.00
	Part-Time	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL	Full-Time	466.00	457.00	455.00	453.00	449.00	458.00	460.00	452.00	426.00	417.00
	Part-Time	16.00	16.00	18.00	23.00	20.00	21.00	23.00	21.00	17.00	20.00
TOTAL EMPLOYEES		482.00	473.00	473.00	476.00	469.00	479.00	483.00	473.00	443.00	437.00
INCREASE (DECREASE)		1.00	(9.00)	0.00	3.00	(7.00)	10.00	4.00	(10.00)	(30.00)	(6.00)
FULL-TIME EQUIVALENTS (FTE)		473.00	465.00	463.50	464.00	458.50	468.25	471.75	462.75	434.50	427.00
INCREASE (DECREASE)		0.00	(8.00)	(1.50)	0.50	(5.50)	9.75	3.50	(9.00)	(28.25)	(7.50)

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

VILLAGE OF ARLINGTON HEIGHTS
EXPENDITURES AND STAFFING
SUMMARY BY OPERATION FY2012

OPERATION	STAFFING			EXPENDITURES		
	Budget FY2011	Budget FY2012	Increase (Decrease)	Budget FY2011	Budget FY2012	Increase (Decrease)
Board of Trustees	0.00	0.00		\$195,500	\$186,900	(\$8,600)
Village Manager	6.00	6.00		887,500	888,400	900
Human Resources	4.00	4.00		13,801,100	13,622,300	(178,800)
Legal	2.75	2.75		710,300	725,200	14,900
Finance/Village Clerk/IT/GIS	25.00	23.50	(1.50)	5,984,862	4,874,300	(1,110,562)
Boards & Commissions	0.00	0.00		239,600	250,700	11,100
Metropolis Theater	0.00	0.00		208,317	180,000	(28,317)
Police/Police Grant	135.00	134.00	(1.00)	21,907,093	22,540,400	633,307
Fire	110.50	110.50		17,946,670	18,716,500	769,830
Planning & Comm. Devlp.	9.00	9.00		4,124,211	3,602,708	(521,503)
Building	17.50	16.50	(1.00)	2,229,384	1,968,000	(261,384)
Engineering	10.00	10.00		13,357,728	10,507,500	(2,850,228)
Health/Youth/Senior Services	13.75	13.75		2,002,800	1,999,100	(3,700)
Public Works/Municipal Blds & Grds	44.25	41.25	(3.00)	12,568,969	12,151,400	(417,569)
Comm Dev Block Grant Prog	0.00	0.00		280,998	197,088	(83,910)
Fire Academy	0.00	0.00		182,200	175,700	(6,500)
Foreign Fire Insurance Tax	0.00	0.00		190,000	135,000	(55,000)
Criminal Investigations	0.00	0.00		245,151	149,000	(96,151)
Parking Operations	5.00	5.00		689,400	618,100	(71,300)
Debt Service	0.00	0.00		11,035,884	8,561,400	(2,474,484)
Capital Projects	0.00	0.00		3,644,508	3,064,300	(580,208)
Water Utility Operations	41.25	40.25	(1.00)	12,699,116	12,662,700	(36,416)
Solid Waste Disposal	0.00	0.00		1,477,300	1,486,400	9,100
Municipal Fleet Services	10.50	10.50		2,083,250	1,973,300	(109,950)
Pensions	0.00	0.00		8,687,900	9,485,200	797,300
Sub-Total Village	434.50	427.00	(7.50)	\$137,379,741	\$130,721,596	(\$6,658,145)
Non-Operating & Transfers Out	N/A	N/A	N/A	3,563,515	4,163,900	600,385
TOTAL VILLAGE	434.50	427.00	(7.50)	\$140,943,256	\$134,885,496	(\$6,057,760)
MEMORIAL LIBRARY	148.90	148.90	0.00	12,956,626	13,607,473	650,847
TOTAL VILLAGE & LIBRARY	583.40	575.90	(7.50)	\$153,899,882	\$148,492,969	(\$5,406,913)

VILLAGE OF ARLINGTON HEIGHTS

INTERFUND TRANSFERS DETAIL FY2011-12 BUDGET

FUND	IN	OUT	PURPOSE
101 General (Corporate) Fund		269,900	To fund 2002A debt service (to Fund 301)
		200,000	To fund health insurance (to Fund 605)
		300,000	To fund general liability insurance (to Fund 611)
	<u>\$0</u>	<u>\$769,900</u>	
215 CDBG Fund		150,000	To fund 2003B debt service for Senior Center (to Fund 301)
	<u>\$0</u>	<u>\$150,000</u>	
261 TIF III Fund		259,200	To fund 2003A debt service (to Fund 301)
	<u>\$0</u>	<u>\$259,200</u>	
264 TIF V Fund		294,600	To fund 2005 debt service (to Fund 301)
	<u>\$0</u>	<u>\$294,600</u>	
301 Debt Service Fund	269,900		To fund abatement of taxes for 2002A (from Fund 101)
	150,000		To fund abatement of taxes for 2003B (from Fund 215)
	259,200		To fund abatement of taxes for 2003A (from Fund 261)
	294,600		To fund abatement of taxes for 2005 (from Fund 264)
	<u>\$973,700</u>	<u>\$0</u>	
505 Water & Sewer Fund		80,000	To fund medical insurance (to Fund 605)
	<u>\$0</u>	<u>\$80,000</u>	
605 Health Insurance Fund	200,000		To fund medical insurance (from Fund 101)
	80,000		To fund medical insurance (from Fund 505)
		1,176,100	To fund retiree medical insurance (to Fund 606)
	<u>\$280,000</u>	<u>\$1,176,100</u>	
606 Retiree Health Insurance Fund	1,176,100		To fund retiree medical insurance (from Fund 605)
	<u>\$1,176,100</u>	<u>\$0</u>	
611 General Liability Insurance Fund	300,000		To fund general liability insurance (from Fund 101)
	<u>\$300,000</u>	<u>\$0</u>	
TOTAL	<u>\$2,729,800</u>	<u>\$2,729,800</u>	

CIP / Debt Service

**VILLAGE OF ARLINGTON HEIGHTS
CAPITAL IMPROVEMENT PROGRAM SUMMARY**

The Village of Arlington Heights prepares annually a Capital Improvement Program (CIP) for the five-year period beginning with the next fiscal year. The CIP is a planning document which is reviewed by the Village Board and is prepared by the Village Manager and Finance Director with the assistance of all Department Heads. Included are capital expenditures projected to cost in excess of \$10,000 and have an expected lifetime of one or more years. The CIP is subject to further review and approval by the Village Board during the final budget process, based on available resources and expenditure requirements of the operations budget. What follows is a summary of all CIP expenditures and projects included in the budget for FY 2011-12.

CAPITAL SPENDING

Building & Land	\$ 889,000
Equipment	814,100
Sewer	1,110,000
Signals	1,106,100
Streets	7,479,900
Vehicles	2,204,300
Water	600,000
EECBG Capital Projects	135,500
TOTAL	<u>\$ 14,338,900</u>

CAPITAL FUNDING

Capital Projects Fund	\$ 5,940,100
Public Building Fund	314,000
Water & Sewer Fund	1,031,100
Motor Fuel Tax Fund	2,446,100
Flood Control V Fund	850,000
Fire Academy Fund	10,000
TIF II North Fund	-
Municipal Parking Operations Fund	95,000
Fleet Operations Fund	2,196,200
Technology Fund	221,800
Arts, Entertainment & Events (A&E) Fund	30,000
State/Federal/County & Grant Funds	1,204,600
TOTAL	<u>\$ 14,338,900</u>

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

CAPITAL SPENDING			EST ACT	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	FUND	PROJ #	2010-11	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Building & Land									
Overhead Door Replacement	CapProj	BL-90-04	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Public Works Annex Improvements	CapProj	BL-93-02	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Public Works Annex Improvements	Water	BL-93-02	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Building Equipment Replacement	CapProj	BL-95-04	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Municipal Buildings Refurbishing	CapProj	BL-95-05	35,900	35,850	30,000	30,000	30,000	30,000	30,000
Roof Maintenance Program	CapProj	BL-95-06	75,000	75,000	300,000	125,700	267,500	50,000	29,500
Roof Maintenance Program	Water	BL-95-06	52,000	52,000	0	0	0	0	0
Heating Plant/Air Conditioner Replacement	CapProj	BL-96-01	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Ongoing Maintenance to Brick Exterior	Parking	BL-96-03	0	5,000	5,000	5,000	5,000	5,000	5,000
Ongoing Maintenance to Brick Exteriors	CapProj	BL-96-03	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Historical Society Museum - Building Repairs	CapProj	BL-96-04	30,000	25,000	50,000	25,000	25,000	25,000	25,000
Parking Structure Sealer/Sealant Replacement	Parking	BL-00-06	0	5,000	5,000	5,000	5,000	5,000	5,000
Police Station (Space Needs Study)	PubBld	BL-08-04	24,800	24,841	0	0	0	0	0
Fire Academy	FireAcad	BL-10-03	71,000	80,000	10,000	5,000	5,000	5,000	5,000
Police Building Maintenance	CapProj	BL-10-04	2,500	2,500	0	0	0	0	0
Police Building Maintenance	PubBld	BL-10-04	98,000	100,000	314,000	600,000	300,000	120,000	200,000
Vail Garage Elevator Car Refurbishment	Parking	BL-11-01	8,600	8,587	0	0	0	0	0
Paint North Garage	Parking	BL-12-02	0	0	50,000	0	0	0	0
Garage U (Underground) Signage	Parking	BL-12-03	0	0	5,000	0	0	0	0
Sub-total Building & Land			517,800	533,778	889,000	915,700	757,500	360,000	419,500
Equipment									
Oper. Equipment - Public Works/Municipal Bldgs	CapProj	EQ-94-01	68,000	64,028	125,100	123,500	139,900	65,000	72,100
Oper. Equipment - Public Works	Water	EQ-94-01	96,600	96,600	116,100	166,600	209,900	140,000	229,000
Oper. Equipment - Police Department	CapProj	EQ-95-01	106,200	106,235	66,600	58,100	66,100	66,100	66,600
Oper. Equipment - Fire Department	CapProj	EQ-95-02	155,000	170,000	110,000	113,000	117,000	100,000	109,000
Office Equipment	CapProj	EQ-95-03	31,600	31,781	26,500	25,000	25,000	25,000	25,000
Office Equipment	Water	EQ-95-03	10,000	15,000	15,000	15,000	15,000	15,000	15,000
Oper. Equipment - Municipal Fleet Services	CapProj	EQ-97-01	4,000	34,000	8,000	11,100	22,300	30,500	31,000
IT Equipment Replacement	IT	EQ-97-08	160,000	201,000	221,800	231,800	231,800	236,800	241,800
Emergency Generator Upgrade	Water	EQ-99-02	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Oper. Equipment - Information Technology	CapProj	EQ-01-03	79,200	79,157	65,000	85,000	95,000	80,000	150,000
Oper. Equipment - Engineering Department	CapProj	EQ-01-04	5,000	5,000	5,000	5,000	5,000	0	0
Vulnerability Assessment Implementation	Water	EQ-05-02	10,000	10,000	10,000	0	0	0	0
Equipment Replacement - Metropolis	A&E	EQ-06-03	58,300	58,317	30,000	30,000	30,000	30,000	30,000
Patrol Vehicle Equipment Replacement Program	CapProj	EQ-08-03	15,000	15,000	0	35,000	0	0	0
Operational Equipment - Municipal Parking Fund	Parking	EQ-09-01	0	10,000	5,000	10,000	10,000	10,000	10,000
2-Way Mobile Radio Replacement	Water	EQ-09-02	0	0	0	48,000	0	0	0
2-Way Mobile Radio Replacement	CapProj	EQ-09-05	0	0	0	180,000	0	0	0
Computerized Fluid Delivery/Accountability System	CapProj	EQ-10-01	32,000	31,959	0	0	0	0	0
Sub-Total Equipment			840,900	938,077	814,100	1,147,100	977,000	808,400	989,500
Sewers									
Sewer Rehab/Replacement Program	Water	SW-90-01	610,000	610,025	250,000	250,000	300,000	300,000	300,000
Weller Creek Flood Control South Branch	FLDV	SW-91-03	30,000	30,000	0	0	0	0	0
Grove Street Sanitary Sewer	FLDV	SW-97-01	1,600	1,191,595	500,000	500,000	0	0	0
Federal Stormwater Regulation Measures	Water	SW-05-04	10,000	10,000	10,000	0	0	0	0
Regent Park Sanitary Relief Sewer	Water	SW-11-01	15,000	1,006,775	0	0	0	0	0
Flood Control - District Initiative Grant	CapProj	SW-11-02	0	200,000	0	0	0	0	0
Flood Control Program	FLDV	SW-11-02	200,000	0	200,000	200,000	200,000	200,000	200,000
Cypress Detention Basin/Lift Station	FLDV	SW-11-05	10,000	710,000	150,000	0	0	0	0
Sub-Total Sewers			876,600	3,758,395	1,110,000	950,000	500,000	500,000	500,000
Signals									
Traffic Signal Maintenance	MFT	SG-03-02	102,700	105,200	106,100	109,100	112,200	115,300	118,600
Traffic Signal Imprv at Northwest Hwy/Wilke	CapProj	SG-08-02	120,900	2,120,947	1,000,000	3,000,000	0	0	0
Sub-Total Signals			223,600	2,226,147	1,106,100	3,109,100	112,200	115,300	118,600

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

CAPITAL SPENDING (continued)			EST ACT	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	Fund	PROJ #	2010-11	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Streets									
Street Resurfacing Program	CapProj	ST-90-08	3,005,000	3,186,273	3,200,000	3,300,000	3,400,000	3,500,000	3,600,000
Street Rehabilitation Program	MFT	ST-90-09	1,890,000	2,052,979	2,045,000	2,000,000	2,000,000	2,000,000	2,000,000
Sidewalk & Curb Replacement	CapProj	ST-90-11	295,000	303,514	305,000	315,000	325,000	335,000	345,000
Pavement Crack Sealing Program	MFT	ST-92-01	149,000	150,000	85,000	85,000	85,000	85,000	85,000
Green Corridor Beautification	TIF IV	ST-99-03	0	0	0	0	0	0	95,000
Green Corridor Beautification	CapProj	ST-99-03	8,200	53,232	20,000	0	0	0	0
Street Light Cable Replacement	CapProj	ST-00-01	11,400	11,437	10,000	10,000	10,000	10,000	10,000
HPS Street Light Conversion	CapProj	ST-00-03	5,400	5,353	5,000	0	0	0	0
Gateway Signs & Beautification	CapProj	ST-01-01	17,500	17,499	0	0	0	0	0
UPRR Pedestrian Underpass-Kensington/NW Hwy	CapProj	ST-04-03	40,600	40,617	0	0	0	0	0
Paver Brick Maintenance	CapProj	ST-05-01	58,900	58,854	25,000	25,000	25,000	25,000	25,000
Northwest Hwy/Davis Street/Arthur Avenue	CapProj	ST-05-03	6,000	2,162,494	1,186,900	969,600	0	0	0
Solar Bike Shelter	TIF II	ST-07-01	35,903	0	0	0	0	0	0
Downtown Redevelopment	TIF II	ST-07-01	256,130	668,446	0	0	0	0	0
Solar Bike Shelter (Downtown Redevelopment)	CapProj	ST-07-01	78,900	123,300	0	0	0	0	0
Parking Lot Resurfacing	Parking	ST-09-01	25,000	25,000	25,000	40,000	0	0	0
Parking Lot Resurfacing	CapProj	ST-09-01	25,000	25,000	25,000	0	20,000	0	0
McDonald Creek Bike Trail Repair	CapProj	ST-09-03	0	50,000	50,000	0	0	0	0
Douglas Avenue Multi-Use Path	CapProj	ST-09-04	0	30,000	30,000	0	0	0	0
Algonquin Road Street Lighting	MFT	ST-09-12	0	255,000	210,000	0	0	0	0
Commuter Drive Reconstruction	CapProj	ST-11-05	0	177,000	177,000	0	0	0	0
Davis/Sigwalt Streets Fencing/Landscape Upgrade	CapProj	ST-12-01	0	0	81,000	0	0	0	0
Sub-Total Streets			5,907,933	9,395,998	7,479,900	6,744,600	5,865,000	5,955,000	6,160,000
Vehicles									
Police Surveillance Vehicle	Fleet	VH-09-01	0	0	0	0	0	0	0
Vehicle and Special Equipment Repl - Public Works	Fleet	VH-95-01	131,000	133,000	641,000	896,000	1,425,000	1,208,500	303,000
Vehicle and Special Equipment Repl - Water & Sewer	Fleet	VH-95-02	192,400	440,865	226,000	538,000	555,000	272,500	48,500
Vehicle Replacement - Police Department	Fleet	VH-95-03	172,600	243,200	339,300	369,500	297,800	272,000	284,000
Vehicle Replacement - Fire Department	Fleet	VH-95-04	109,800	105,000	973,000	63,000	1,032,500	525,500	541,000
Vehicle Replacement - Municipal Fleet Services	Fleet	VH-95-06	0	0	25,000	0	0	41,000	0
Vehicle Replacement - Municipal Buildings & Grounds	Fleet	VH-95-07	0	0	0	0	0	25,000	0
Vehicle Replacement - Municipal Parking Operations	Fleet	VH-95-08	64,800	80,000	0	0	18,000	23,000	80,000
Vehicle Replacement - Fire Academy	Fleet	VH-95-09	0	0	0	0	32,500	0	0
Vehicle Replacement - Building Department	Fleet	VH-95-10	56,200	56,485	0	81,000	17,000	0	80,000
Vehicle Replacement - Engineering Department	Fleet	VH-95-11	0	0	0	46,000	75,000	0	100,000
Vehicle Replacement - Planning Department	Fleet	VH-95-12	0	0	0	23,000	0	0	23,000
Vehicle Replacement - Village Manager's Office	Fleet	VH-95-13	0	0	0	23,000	0	0	0
Vehicle Replacement - IT/GIS Department	Fleet	VH-95-15	0	0	0	0	0	0	23,000
Vehicle Replacement - Health Services Department	Fleet	VH-95-16	0	0	0	0	46,000	0	69,000
Sub-Total Vehicles			726,800	1,058,550	2,204,300	2,039,500	3,498,800	2,367,500	1,551,500
Water									
Watermain Replacement Program	Water	WA-90-01	609,300	609,317	350,000	350,000	400,000	400,000	400,000
Automatic Meter Reading System	Water	WA-03-02	100,000	100,000	100,000	100,000	100,000	0	0
Water Tank Repainting	Water	WA-11-01	15,000	50,000	150,000	200,000	200,000	0	0
Deep Well Rehabilitation	Water	WA-11-02	315,000	175,000	0	275,000	0	275,000	275,000
Sub-Total Water			1,039,300	934,317	600,000	925,000	700,000	675,000	675,000
EECBG Capital Projects									
North & South Side Decorative Lighting	CapProj	MS-10-01	161,700	142,800	0	0	0	0	0
Downtown LED Lighting	CapProj	MS-10-01	74,800	0	0	0	0	0	0
Underground Garage Lighting	CapProj	MS-10-01	69,900	0	0	0	0	0	0
Municipal Garage Lighting	CapProj	MS-10-01	63,000	0	0	0	0	0	0
GHG Emmissions/Implementation	CapProj	MS-10-02	0	10,000	10,000	0	0	0	0
PW LEED Analysis	CapProj	MS-10-04	5,000	5,000	0	0	0	0	0
Residential Energy Loans	CapProj	MS-10-05	25,000	67,000	46,400	0	0	0	0
Small Business Energy Loans	CapProj	MS-10-06	0	67,000	71,400	0	0	0	0
Teen Center Boiler	CapProj	MS-10-07	12,000	0	0	0	0	0	0
EECBG Projects - Hybrid Vehicles	Fleet	MS-10-08	54,200	0	0	0	0	0	0
Energy Exhibit	CapProj	MS-10-09	0	0	7,700	0	0	0	0
Sub-Total EECBG Capital Projects			465,600	291,800	135,500	0	0	0	0
Total Capital Spending			10,598,533	19,137,062	14,338,900	15,831,000	12,410,500	10,781,200	10,414,100

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

CAPITAL FUNDING BY FUND	EST ACT	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	2010-11	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Capital Projects Fund	4,333,300	7,007,780	5,940,100	6,036,000	4,672,800	4,441,600	4,618,200
Water & Sewer Fund	1,847,400	2,714,717	1,031,100	1,434,600	1,254,900	1,160,000	1,249,000
Public Buildings Fund	122,800	124,841	314,000	600,000	300,000	120,000	200,000
Motor Fuel Tax Fund	1,622,600	2,378,179	2,446,100	2,194,100	2,197,200	2,200,300	2,203,600
Flood Control V Fund	41,600	1,931,595	850,000	700,000	200,000	200,000	200,000
TIF II North Fund	292,033	668,446	0	0	0	0	0
TIF IV Fund	0	0	0	0	0	0	95,000
Municipal Parking Operations Fund	33,600	53,587	95,000	60,000	20,000	20,000	20,000
Fleet Operations Fund	726,800	1,013,450	2,204,300	2,039,500	3,498,800	2,367,500	1,551,500
Technology Fund	160,000	201,000	221,800	231,800	231,800	236,800	241,800
Arts, Entertainment & Events Fund	58,300	58,317	30,000	30,000	30,000	30,000	30,000
Fire Academy Fund	71,000	80,000	10,000	5,000	5,000	5,000	5,000
State/Federal/County Funds/Grants/Private	1,289,100	2,905,150	1,196,500	2,500,000	0	0	0
Total Capital Funding	10,598,533	19,137,062	14,338,900	15,831,000	12,410,500	10,781,200	10,414,100

CAPITAL FUNDING BY REVENUE SOURCE	EST ACT	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	2010-11	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Charges to Operations	886,800	1,214,450	2,426,100	2,271,300	3,375,000	2,604,300	1,793,300
Motor Fuel Tax Allotment	1,621,600	1,970,000	1,947,000	1,947,000	1,947,000	1,947,000	1,947,000
Taxes							
Food & Beverage Tax	58,300	58,317	30,000	30,000	30,000	30,000	30,000
Property Tax	2,416,200	2,416,200	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Property Tax Increment	0	0	0	0	0	0	95,000
Sales Tax Home Rule	1,609,100	1,550,000	1,609,100	1,636,000	1,686,000	1,736,000	1,788,000
Water Sales	1,493,600	2,714,717	1,031,100	1,434,600	1,254,900	1,160,000	1,249,000
Other (including interest income)	669,700	238,587	196,000	125,000	392,000	71,100	69,100
Grants/State/Federal	1,289,100	2,905,150	1,196,500	2,500,000	0	0	0
Cash on Hand	554,133	6,069,641	3,403,100	3,387,100	1,225,600	732,800	942,700
Total Capital Funding	10,598,533	19,137,062	14,338,900	15,831,000	12,410,500	10,781,200	10,414,100

DEBT SUMMARY

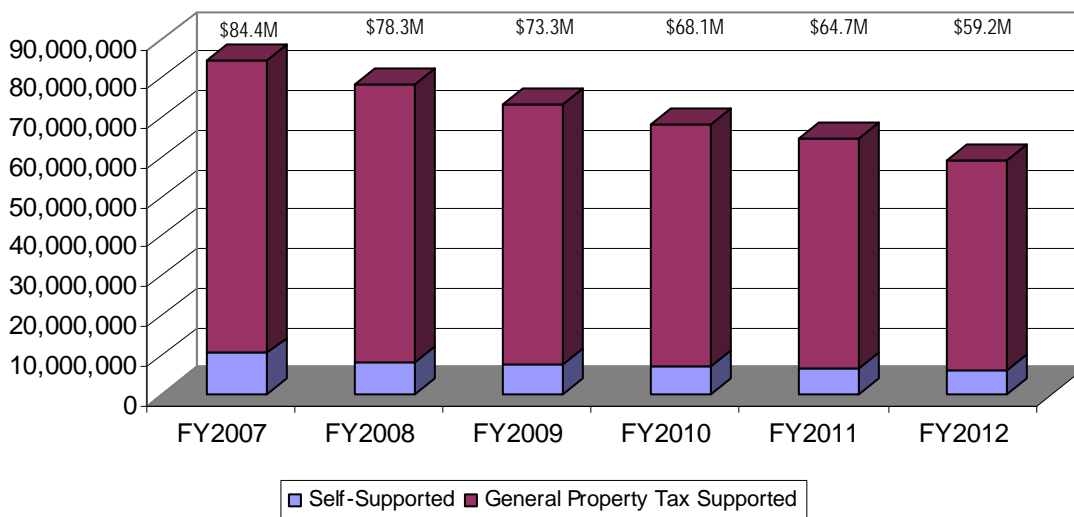
OVERVIEW AND DEBT FINANCING PRINCIPLES

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

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

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

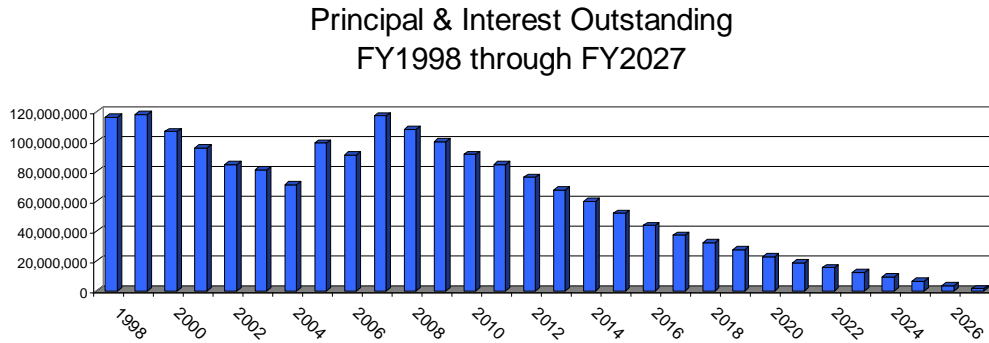
**VILLAGE OF ARLINGTON HEIGHTS
Outstanding Bond Debt (Principal Only)
Fiscal Years Ending 2007 through 2012**



Note: In FY2007 the 2006 Capital Projects G. O. Bonds were issued for the construction of public buildings.

DEBT SUMMARY

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



LEGAL DEBT MARGIN

The Village is a home rule municipality.

Article VII, Section 6(k) of the 1970 Illinois Constitution governs computation of the legal debt margin.

“The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property..(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: ...indebtedness which is outstanding on the effective day (July, 1971) of this constitution or which is thereafter approved by referendum...shall be included in the foregoing percentage amounts.”

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

TYPES OF VILLAGE DEBT

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

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

DEBT SUMMARY

CONCLUSION

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

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

VILLAGE OF ARLINGTON HEIGHTS

SUMMARY OF OUTSTANDING BOND ISSUES

AS OF APRIL 30, 2011

ISSUE	PURPOSE	AMOUNT ISSUED	MATURITY DATE	PRINCIPAL OUTSTANDING
2003A G. O. Refunding Bonds	Advance Ref of 1997A Capital Proj Bonds (TIF III & Fire Station)	2,175,000	12/1/2016	1,380,000
2003B G. O. Refunding Bonds	Advance Refunding of 1997B Senior Center Bonds	3,330,000	12/1/2016	1,885,000
2004 G. O. Public Building Bonds	Acquisition, construction and equipping of the new Public Works Building and the new Fire Station #1	20,000,000	12/1/2026	18,990,000
2005 G. O. TIF V Bonds	TIF District Improvement	2,235,000	12/1/2015	1,710,000
2006 G. O. Public Building Bonds	Construction and equipping of the new Village Hall	20,000,000	12/1/2019	16,800,000
2006A G. O. Refunding Bonds	Refunding of 1997C and 1998A Bonds	16,515,000	12/1/2018	6,090,000
2009A G. O. Refunding Bonds	Refunding of 2001 (Refunding of 1993 Flood Control V Bonds)	8,380,000	12/1/2014	7,760,000
2009B G. O. Street Resurfacing Bonds	2010 Street Resurfacing Program	2,050,000	12/1/2014	1,735,000
2010 G.O. Refunding Bonds	Refunding of 2002A NW Central Dispatch Bonds	2,855,000	12/1/2022	2,835,000
TOTAL ALL BONDS				<u>59,185,000</u>

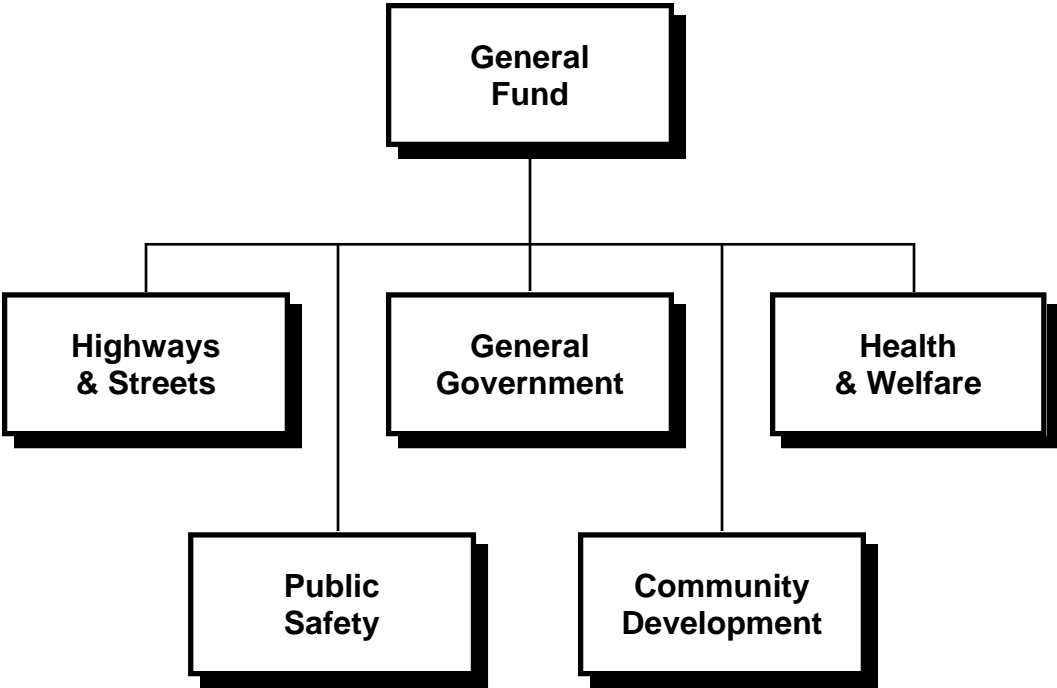
ANNUAL DEBT SERVICE REQUIREMENTS

(PRINCIPAL AND INTEREST)

ISSUE	FUNDING SOURCE	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 BUDGET
2001 Refunding of 1993 Flood Control V	Property Tax	1,315,525	1,322,325	1,187,962	0	0
2003A Refunding of 1997A Fire Station Land	Property Tax	98,284	0	0	0	0
2003B Refunding of 1997B Senior Center	Property Tax	372,563	375,606	377,356	378,806	378,850
2004 Public Buildings	Property Tax	1,197,475	1,039,975	1,036,975	1,033,725	1,030,225
2006 Public Buildings	Property Tax	1,333,333	1,684,000	1,648,000	1,712,000	1,672,000
2006A Refunding of 1997C & 1998A	Property Tax	3,240,156	3,154,600	3,115,800	2,994,400	2,883,600
2009A Refunding of 2001	Property Tax	0	0	0	851,714	1,350,900
2009B Street Resurfacing	Property Tax	0	0	0	374,500	418,325
SUBTOTAL - PROPERTY TAX		7,557,336	7,576,506	7,366,093	7,345,145	7,733,900
2003A Refunding of 1997A TIF III	TIF Property Tax Increments	227,944	257,162	256,612	260,913	259,163
2005 TIF V	TIF Property Tax Increments	76,918	201,918	262,793	276,523	294,593
SUBTOTAL - TIF FUNDING		304,862	459,080	519,405	537,435	553,755
2002A NWCDS Building	Northwest Central Dispatch Rent	285,595	285,883	291,008	230,751	0
2003A Refunding of 1997A Water Tank	Water & Sewer Fund Revenue	310,371	0	0	0	0
2010 Refunding of 2002A NWCDS Building	Northwest Central Dispatch Rent	0	0	0	33,448	269,863
SUBTOTAL - OPERATING REVENUE		595,966	285,883	291,008	264,199	269,863
TOTAL		8,458,164	8,321,469	8,176,506	8,146,779	8,557,518

GENERAL FUND

ORGANIZATION STRUCTURE



► **Fund at a Glance**

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

Restrictions:

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

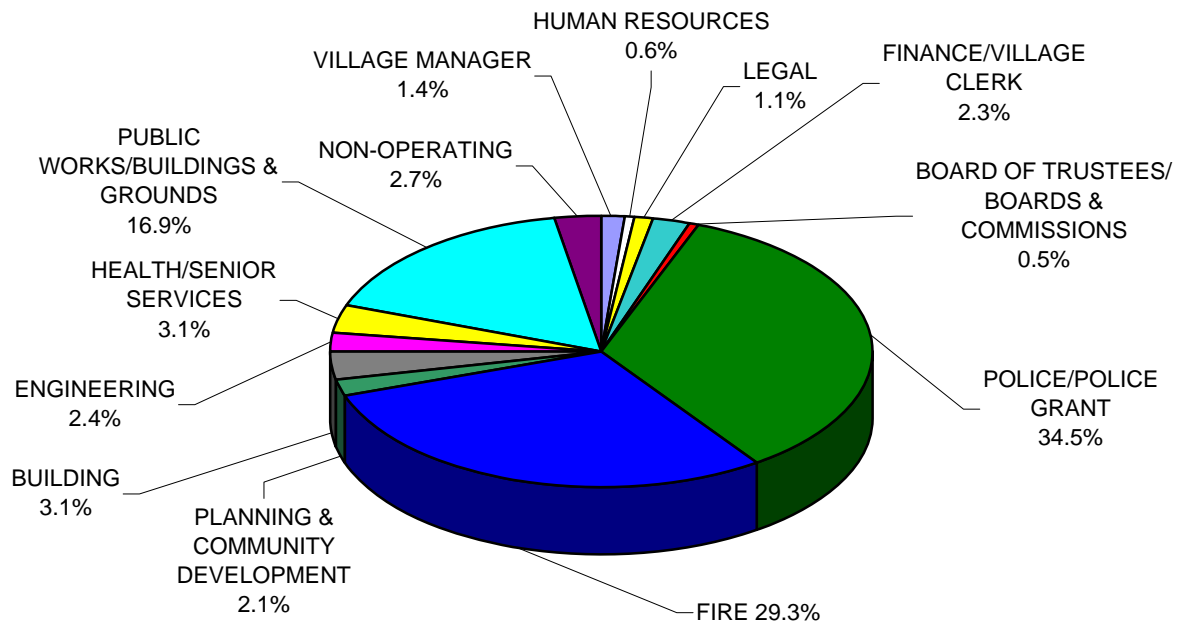
► **Fund Summary**

	2008-09	2009-10	2010-11	2010-11	2011-12	\$	%
	Actual	Actual	Est Act	Budget	Budget	Change	Change
Revenues							
Taxes	\$46,098,609	\$44,409,167	\$50,494,900	\$50,086,000	\$52,596,500	\$2,510,500	5.0%
Intergovernmental	582,646	364,146	212,900	124,728	169,400	44,672	35.8%
Licenses & Permits	3,737,101	3,644,510	3,560,400	3,877,200	3,603,500	(273,700)	(7.1%)
Fees	3,561,041	3,621,190	3,664,100	3,572,900	3,663,600	90,700	2.5%
Fines	721,103	680,269	645,000	705,600	645,600	(60,000)	(8.5%)
Service Charges	1,784,442	1,960,514	1,996,000	2,060,400	2,037,700	(22,700)	(1.1%)
Interest Income	452,186	205,407	150,000	350,000	150,000	(200,000)	(57.1%)
Sales/Reimbursable/Rents	462,268	448,573	403,300	456,800	418,200	(38,600)	(8.5%)
Other	448,712	369,818	250,000	309,800	281,500	(28,300)	(9.1%)
Total Revenues	\$57,848,108	\$55,703,594	\$61,376,600	\$61,543,428	\$63,566,000	\$2,022,572	3.3%
Interfund Transfers In	0	3,599,697	60,147	61,496	0	(61,496)	(100.0%)
Total Revenues and Interfund Transfers In	\$57,848,108	\$59,303,291	\$61,436,747	\$61,604,924	\$63,566,000	\$1,961,076	3.2%
Expenditures							
Personal Services	\$48,180,017	\$47,614,720	\$48,817,200	\$49,077,400	\$50,134,700	\$1,057,300	2.2%
Contractual Services	9,010,394	8,594,402	9,068,800	9,175,921	9,078,700	(97,221)	(1.1%)
Commodities	2,574,276	2,027,580	2,229,200	2,355,237	2,313,100	(42,137)	(1.8%)
Other Charges	576,730	2,494,087	603,000	814,505	1,269,600	455,095	55.9%
Capital Items	0	0	0	0	0	0	N/A
Debt Service	0	0	0	0	0	0	N/A
Total Expenditures	\$60,341,417	\$60,730,789	\$60,718,200	\$61,423,063	\$62,796,100	\$1,373,037	2.2%
Interfund Transfers Out	285,900	291,000	264,300	650,700	769,900	119,200	18.3%
Total Expenditures and Interfund Transfers Out	\$60,627,317	\$61,021,789	\$60,982,500	\$62,073,763	\$63,566,000	\$1,492,237	2.4%
REVENUES OVER (UNDER) EXPENDITURES BEGINNING FUND BALANCE	(\$2,779,209)	(\$1,718,498)	\$454,247	(\$468,839)	\$0	\$468,839	(100.0%)
BALANCE	22,117,670	19,338,461	17,619,963	17,619,963	18,074,210	454,247	2.6%
ENDING FUND BALANCE	\$19,338,461	\$17,619,963	\$18,074,210	\$17,151,124	\$18,074,210	\$923,086	5.4%

GENERAL FUND EXPENDITURE SUMMARY

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Dept No.	General Fund	Actual		Projected	Budget	Budget	\$	%
		2008-09	2009-10	Actual 2010-11	2010-11	2011-12	Inc / (Dec)	Inc / (Dec)
0101	Board of Trustees	173,846	160,174	167,500	177,500	171,900	(5,600)	(3.2%)
0201	Village Manager	906,355	846,044	847,300	862,500	868,400	5,900	0.7%
0301	Human Resources	473,704	334,747	375,400	382,800	375,500	(7,300)	(1.9%)
0401	Legal	787,383	696,442	708,400	710,300	718,700	8,400	1.2%
0501	Finance	1,415,595	1,377,522	1,332,700	1,352,500	1,457,700	105,200	7.8%
0509	Village Clerk	182,888	184,963	186,100	192,100	0	(192,100)	(100.0%)
1001	Boards & Commissions	319,993	170,542	167,400	178,100	159,900	(18,200)	(10.2%)
3001	Police	19,721,899	20,063,609	21,070,800	21,122,810	21,819,600	696,790	3.3%
3005	Police Grant	86,775	89,581	92,300	92,300	96,200	3,900	4.2%
3501	Fire	16,612,555	16,898,971	17,800,800	17,774,970	18,604,900	829,930	4.7%
4001	Planning	1,509,337	1,317,407	1,387,600	1,417,505	1,345,600	(71,905)	(5.1%)
4501	Building	2,381,461	2,227,207	2,061,100	2,227,809	1,968,000	(259,809)	(11.7%)
5001	Engineering	1,677,491	1,572,716	1,538,800	1,542,926	1,548,600	5,674	0.4%
7001	Health Services	1,528,892	1,495,255	1,481,700	1,558,300	1,552,200	(6,100)	(0.4%)
7006	Youth Services	354,643	413,311	0	0	0	0	N/A
7007	Senior Services	529,328	435,677	428,700	444,500	446,900	2,400	0.5%
7101	Public Works	9,402,994	8,341,526	8,859,300	8,997,238	8,734,800	(262,438)	(2.9%)
7105	Mun Bldgs & Grounds	2,049,582	1,842,866	1,937,300	1,924,905	1,978,100	53,195	2.8%
9901	Non-Operating	512,596	2,553,229	539,300	1,114,700	1,719,000	604,300	54.2%
TOTAL EXPENDITURES		60,627,317	61,021,789	60,982,500	62,073,763	63,566,000	1,492,237	2.4%
TOTAL REVENUES		57,848,108	59,303,291	61,436,747	61,604,924	63,566,000	1,961,076	3.2%
SURPLUS (DEFICIT)		(2,779,209)	(1,718,498)	454,247	(468,839)	0	468,839	(100.0%)
BEGINNING FUND BALANCE		22,117,670	19,338,461	17,619,963	17,619,963	18,074,210	454,247	2.6%
ENDING FUND BALANCE		19,338,461	17,619,963	18,074,210	17,151,124	18,074,210	923,086	5.4%



GENERAL FUND (101)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-0000-401.03-00	Real Estate Tax IMRF	1,607,696	1,638,846	1,751,400	1,751,400	1,354,800	(396,600)	(22.6%)
101-0000-401.04-00	Real Estate Tax FICA	1,144,998	1,203,597	1,242,800	1,242,800	1,161,600	(81,200)	(6.5%)
101-0000-401.05-00	Real Estate Tax	7,613,290	7,407,617	7,723,800	7,723,800	8,035,100	311,300	4.0%
101-0000-401.10-00	R/E Tax Police Pension	2,288,318	2,434,702	3,378,000	3,378,000	4,038,000	660,000	19.5%
101-0000-401.11-00	R/E Tax Fire Pension	3,093,557	3,213,475	3,948,000	3,948,000	4,459,000	511,000	12.9%
	Real Estate Taxes	15,747,859	15,898,237	18,044,000	18,044,000	19,048,500	1,004,500	5.6%
101-0000-402.10-00	Hotel Tax	1,360,158	893,169	900,000	700,000	900,000	200,000	28.6%
101-0000-402.15-00	Admissions Tax	25,040	28,602	30,500	25,000	25,000	0	0.0%
101-0000-402.25-00	Food & Beverage Tax	1,784,132	1,681,355	1,665,000	1,800,000	1,665,000	(135,000)	(7.5%)
101-0000-402.30-00	Sales Tax Home Rule	3,513,318	3,590,143	4,833,000	4,340,000	4,833,000	493,000	11.4%
101-0000-402.35-00	Road & Bridge Tax	228,565	222,428	221,000	200,000	220,000	20,000	10.0%
101-0000-402.45-00	Telecommunications Tax	4,419,759	4,158,597	3,885,000	4,420,000	3,810,000	(610,000)	(13.8%)
101-0000-402.50-00	Electric Utility Tax	0	479,172	2,308,000	1,700,000	3,318,000	1,618,000	95.2%
101-0000-402.55-00	Natural Gas Utility Tax	0	438,147	1,295,000	1,100,000	1,672,000	572,000	52.0%
	Business Taxes	11,330,972	11,491,613	15,137,500	14,285,000	16,443,000	2,158,000	15.1%
101-0000-403.05-00	Sales Tax	10,446,148	9,570,850	9,948,000	9,850,000	9,736,000	(114,000)	(1.2%)
101-0000-403.06-00	Local Use Tax	1,085,127	915,224	896,400	1,066,000	900,000	(166,000)	(15.6%)
101-0000-403.10-00	Auto Rental Tax	12,903	11,000	12,000	15,000	12,000	(3,000)	(20.0%)
101-0000-403.15-00	State Income Tax	7,010,647	6,111,105	6,087,000	6,361,000	6,087,000	(274,000)	(4.3%)
101-0000-403.25-00	Replacement Tax	464,953	411,138	370,000	465,000	370,000	(95,000)	(20.4%)
	Intergovernmental Taxes	19,019,778	17,019,317	17,313,400	17,757,000	17,105,000	(652,000)	(3.7%)
101-0000-411.30-00	Too Good for Drugs Contributi	8,118	9,648	1,300	0	0	0	N/A
101-0000-411.35-00	Training Reimbursement	700	12,436	18,000	10,000	10,000	0	0.0%
101-0000-411.36-00	Task Force Reimbursement	0	26,401	19,000	0	0	0	N/A
101-0000-411.53-00	State Charitable Game Tax	67,259	6,864	10,500	5,000	5,000	0	0.0%
101-0000-411.54-00	EE&C Block Grant (EECBG)	0	0	0	0	71,400	71,400	N/A
101-0000-411.61-00	MRC Capacity Bldg Award	0	0	5,000	0	5,000	5,000	N/A
101-0000-411.63-00	Police Grant	5,123	0	0	0	0	0	N/A
101-0000-411.64-00	Fire Grant	279,450	108,675	46,600	0	0	0	N/A
101-0000-411.70-00	Other Grants	198,996	177,122	89,500	86,728	55,000	(31,728)	(36.6%)
101-0000-411.80-00	Counselor in the Park	23,000	23,000	23,000	23,000	23,000	0	0.0%
	Intergovernmental	582,646	364,146	212,900	124,728	169,400	44,672	35.8%
101-0000-421.05-00	Vehicle License	1,276,598	1,297,903	1,300,000	1,300,000	1,300,000	0	0.0%
101-0000-421.10-00	Business License	701,593	678,944	710,000	710,000	710,000	0	0.0%
101-0000-421.15-00	Dog License	65,575	66,966	68,000	68,000	68,000	0	0.0%
101-0000-421.20-00	Liquor License	512,903	437,350	450,000	450,000	450,000	0	0.0%
101-0000-421.25-00	Public Chauffeur License	5,745	4,835	5,000	10,000	5,000	(5,000)	(50.0%)
101-0000-421.30-00	Multiple Dwelling License	71,812	74,908	74,000	72,000	74,000	2,000	2.8%
	Licenses	2,634,226	2,560,906	2,607,000	2,610,000	2,607,000	(3,000)	(0.1%)
101-0000-422.05-00	Building Permits	784,997	783,701	650,000	900,000	700,000	(200,000)	(22.2%)
101-0000-422.06-0	Early Start Permits	767	188	0	3,000	0	(3,000)	(100.0%)
101-0000-422.07-00	Foundation Only Permits	198	0	0	6,000	0	(6,000)	(100.0%)
101-0000-422.08-00	After the Fact Permits	595	0	0	2,000	0	(2,000)	(100.0%)
101-0000-422.10-00	Electrical Permits	111,818	81,032	90,000	110,000	90,000	(20,000)	(18.2%)
101-0000-422.15-00	Plumbing Permits	69,341	71,900	75,000	85,000	75,000	(10,000)	(11.8%)
101-0000-422.20-00	Sign Permits	15,680	7,840	8,000	20,000	8,000	(12,000)	(60.0%)
101-0000-422.25-00	Elevator Permits	55,019	55,076	60,000	60,000	55,000	(5,000)	(8.3%)
101-0000-422.30-00	Occupancy Permits	26,115	49,880	30,000	35,000	30,000	(5,000)	(14.3%)
101-0000-422.35-00	Driveway Permits	7,964	10,077	5,000	10,000	8,000	(2,000)	(20.0%)

GENERAL FUND (101)

REVENUES

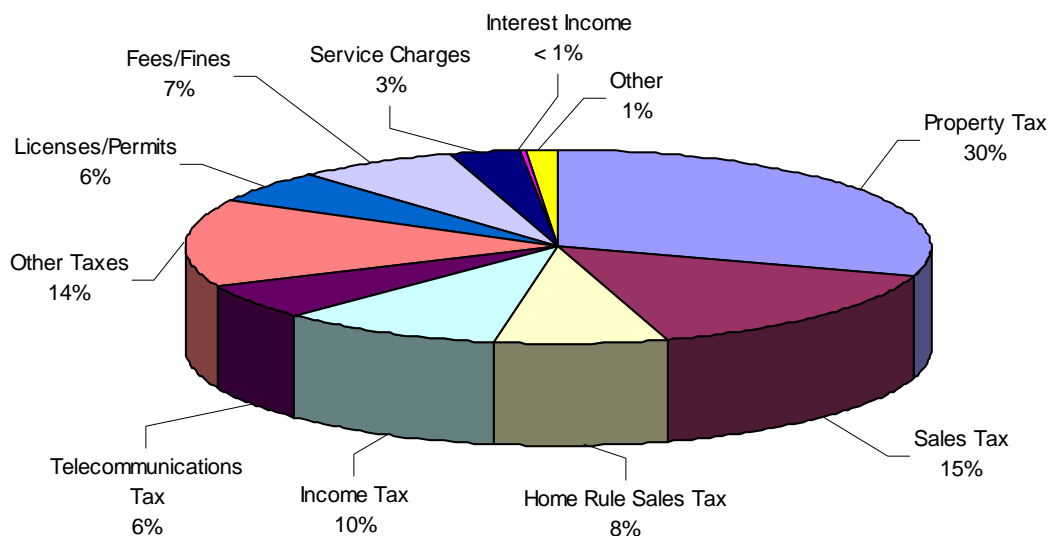
Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-0000-422.45-00	Air Conditioning Permits	6,751	5,133	13,000	8,000	8,000	0	0.0%
101-0000-422.50-00	Swimming Pool Permits	1,599	1,543	1,400	1,200	1,500	300	25.0%
101-0000-422.60-00	Chimney Permits	1,862	891	2,000	2,000	2,000	0	0.0%
101-0000-422.65-00	Wrecking Permits	5,300	5,855	7,000	10,000	7,000	(3,000)	(30.0%)
101-0000-422.70-00	Other Permits	14,869	10,488	12,000	15,000	12,000	(3,000)	(20.0%)
	Permits	1,102,875	1,083,604	953,400	1,267,200	996,500	(270,700)	(21.4%)
101-0000-431.30-00	Lien Recording Fees	810	100	500	800	500	(300)	(37.5%)
101-0000-431.34-00	Cable Franchise Fees	902,085	935,008	1,025,000	910,000	1,050,000	140,000	15.4%
101-0000-431.38-00	Photocopy Fees	1,051	916	1,500	1,000	1,000	0	0.0%
101-0000-431.38-01	FOIA Photocopy Fees	34	109	100	100	100	0	0.0%
101-0000-431.40-00	Other Fees	23,555	20,525	25,000	25,000	25,000	0	0.0%
	General Govern Fees	927,535	956,658	1,052,100	936,900	1,076,600	139,700	14.9%
101-0000-432.02-00	Plan Commission Hearing	16,500	24,155	10,000	20,000	15,000	(5,000)	(25.0%)
101-0000-432.04-00	Reinspection Fees	602	248	2,000	1,000	1,000	0	0.0%
101-0000-432.06-00	Rezoning Zoning Variation	6,790	4,860	5,000	8,000	5,000	(3,000)	(37.5%)
101-0000-432.08-00	Plan Examination Fees	44,567	56,406	75,000	50,000	50,000	0	0.0%
101-0000-432.09-00	Fire Plan Examination Fee	37,123	37,262	38,000	40,000	38,000	(2,000)	(5.0%)
101-0000-432.12-00	Engineering Service Fees	92,229	270,638	100,000	100,000	100,000	0	0.0%
	Comm Develop Fees	197,811	393,569	230,000	219,000	209,000	(10,000)	(4.6%)
101-0000-433.14-00	Ambulance Service Fees	1,784,327	1,571,730	1,654,000	1,790,000	1,675,000	(115,000)	(6.4%)
101-0000-433.16-00	Special Police Detail Fee	175,134	191,593	190,000	175,000	190,000	15,000	8.6%
101-0000-433.18-00	Police Counselor Fees	253,609	266,432	270,000	210,000	270,000	60,000	28.6%
101-0000-433.19-00	Police Records Fees	14,078	11,183	10,000	16,000	10,000	(6,000)	(37.5%)
101-0000-433.20-00	Special Fire Detail Fees	7,160	26,462	40,000	10,000	25,000	15,000	150.0%
101-0000-433.22-00	False Alarm Fees	73,625	73,100	75,000	75,000	75,000	0	0.0%
101-0000-433.23-00	Haz-Mat Inspection/Review	0	0	0	1,000	0	(1,000)	(100.0%)
101-0000-433.24-00	Chemical Users Fee	13,272	11,590	5,000	12,000	5,000	(7,000)	(58.3%)
101-0000-433.26-00	DUI Administrative Fee	100,500	107,000	110,000	110,000	110,000	0	0.0%
	Public Safety Fees	2,421,705	2,259,090	2,354,000	2,399,000	2,360,000	(39,000)	(1.6%)
101-0000-434.28-00	Weed Cutting Fees	13,110	10,983	27,000	17,000	17,000	0	0.0%
101-0000-434.32-00	Animal Detention Fees	880	890	1,000	1,000	1,000	0	0.0%
	Health & Welfare Fees	13,990	11,873	28,000	18,000	18,000	0	0.0%
101-0000-441.05-00	Traffic Court Fines	320,425	254,654	265,000	320,000	270,000	(50,000)	(15.6%)
101-0000-441.10-00	Dog Fines	33	0	0	500	500	0	0.0%
101-0000-441.15-00	Parking Fines	286,875	304,733	280,000	275,000	275,000	0	0.0%
101-0000-441.22-00	Compliance Ticket Fines	30,461	27,030	25,000	35,000	25,000	(10,000)	(28.6%)
101-0000-441.25-00	Ordinance Ticket Fines	60,072	63,152	65,000	60,000	60,000	0	0.0%
101-0000-441.30-00	Crime Prevention Fines	0	0	0	100	100	0	0.0%
101-0000-441.35-00	Other Fines	23,237	30,700	10,000	15,000	15,000	0	0.0%
	Fines	721,103	680,269	645,000	705,600	645,600	(60,000)	(8.5%)
101-0000-451.05-00	Service Charge Escrow	18,908	12,834	6,000	25,000	6,000	(19,000)	(76.0%)
101-0000-451.10-00	Service Charge Guaranty	18,434	13,280	8,000	25,000	8,000	(17,000)	(68.0%)
101-0000-451.15-00	Service Charge Parking	298,600	313,500	300,800	329,200	329,200	0	0.0%
101-0000-451.30-00	Service Charge Water	1,148,500	1,205,900	1,266,200	1,266,200	1,329,500	63,300	5.0%
101-0000-451.35-00	Service Charge TIF	0	115,000	115,000	115,000	115,000	0	0.0%
101-0000-451.45-00	Service Charge SWANCC	300,000	300,000	300,000	300,000	250,000	(50,000)	(16.7%)
	Charges for Services	1,784,442	1,960,514	1,996,000	2,060,400	2,037,700	(22,700)	(1.1%)

GENERAL FUND (101)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-0000-461.02-00	Interest on Investments	398,412	153,408	150,000	350,000	150,000	(200,000)	(57.1%)
101-0000-462.10-00	Market Value Adjustments	53,774	51,999	0	0	0	0	N/A
	Interest Income	452,186	205,407	150,000	350,000	150,000	(200,000)	(57.1%)
101-0000-471.14-00	Property Damage Claims	0	0	0	100	100	0	0.0%
101-0000-471.16-00	Damage to Lights Signs	49,389	50,251	30,000	40,000	40,000	0	0.0%
101-0000-471.18-00	Damage to Trees	8,830	2,988	4,000	3,000	3,000	0	0.0%
	Property Damage	58,219	53,239	34,000	43,100	43,100	0	0.0%
101-0000-472.28-00	Sale of Scrap	7,653	355	2,000	5,000	2,000	(3,000)	(60.0%)
101-0000-472.34-00	Sale of Signs	0	0	0	100	100	0	0.0%
101-0000-472.36-00	Sale of Plans Bid Specs	1,210	2,650	1,000	500	1,000	500	100.0%
101-0000-472.38-00	Sale of Printed Matter	275	40	100	100	100	0	0.0%
101-0000-472.56-00	NWCDS Building Rent	285,883	291,008	264,200	291,000	269,900	(21,100)	(7.3%)
101-0000-472.82-00	Rents and Concessions	70,720	70,603	70,000	75,000	70,000	(5,000)	(6.7%)
101-0000-472.82-01	Train Station Rents	26,144	19,080	20,000	30,000	20,000	(10,000)	(33.3%)
	Sales & Rents	391,885	383,736	357,300	401,700	363,100	(38,600)	(9.6%)
101-0000-473.05-00	Traffic Signal Control Maint	12,164	11,598	12,000	12,000	12,000	0	0.0%
	Reimbursables	12,164	11,598	12,000	12,000	12,000	0	0.0%
101-0000-481.53-00	ChristkindlMarkt	18,813	0	0	0	0	0	N/A
101-0000-481.55-00	Premium Sponsors	2,350	0	0	0	0	0	N/A
	Special Events	21,163	0	0	0	0	0	N/A
101-0000-483.10-00	NWCH in Lieu of RE Tax	138,510	145,435	152,700	152,700	160,400	7,700	5.0%
101-0000-483.44-00	Youth Center	10,892	10,622	900	0	0	0	N/A
101-0000-483.46-00	Senior Center	14,298	11,005	2,000	2,000	2,000	0	0.0%
101-0000-483.59-00	Disabled Citizen Donation	300	1,042	400	100	100	0	0.0%
101-0000-483.67-00	CPR Donations	3,590	0	0	0	0	0	N/A
	Donations	167,590	168,104	156,000	154,800	162,500	7,700	5.0%
101-0000-484.48-00	Wellness Programs	55,163	44,119	40,000	40,000	40,000	0	0.0%
101-0000-484.49-00	Wellness Home Visits	0	1,265	4,000	0	4,000	0	N/A
101-0000-484.61-00	A H Emergency Assistance	15,895	17,345	15,000	10,000	10,000	0	0.0%
	Special Operations	71,058	62,729	59,000	50,000	54,000	0	8.0%
101-0000-489.85-00	Bad Debt Recovery	44,872	49,325	5,000	45,000	5,000	(40,000)	(88.9%)
101-0000-489.90-00	Other Income	144,029	89,660	30,000	60,000	60,000	0	0.0%
	Other	188,901	138,985	35,000	105,000	65,000	(40,000)	(38.1%)
101-0000-491.05-00	Operating Transfer In	0	3,599,697	50,000	50,000	0	(50,000)	(100.0%)
101-0000-491.06-00	Residual Equity Transfer In	0	0	10,147	11,496	0	0	(100.0%)
	Other Financing Uses	0	3,599,697	60,147	61,496	0	(50,000)	(100.0%)
Total General Fund		57,848,108	59,303,291	61,436,747	61,604,924	63,566,000	1,968,572	3.2%

GENERAL FUND REVENUE - Notes



ANALYSIS OF GENERAL FUND REVENUES

Summary

The Village of Arlington Heights has worked to maintain a strong General Fund balance over the years. This has helped the Village preserve a higher credit rating by having monies available to fund extraordinary expenditures or losses. Since sales and income tax receipts represent such a significant portion of the Village's General Fund revenues and can vary significantly depending on the conditions of the economy, maintaining an adequate fund balance level is even more important during these times. The Village's financial policies include a provision to maintain at least a 25% reserve in the General Fund. The fund balance as of the end of FY2011 is projected to be 30% of General Fund expenditures. There are also a couple of untapped revenue sources available to the Village that many surrounding communities have already implemented.

In order to hold down property taxes while providing a vast array of services, the Village had previously utilized its diverse sales tax base. In recent years though, the sales tax revenues have decreased due to the loss of some large sales tax producing businesses such as Mark Motors, Kelly Oldsmobile, Lattof Chevrolet, and Plunkett Furniture. Grocery sales have also leveled off as some shoppers have presumably spread out to locations outside the Village, with grocery sales going to Sam's Club, Costco, and Meijers stores. The 1/10th share of income tax receipts that municipalities receive from the State on a per capita basis has helped the Village's total net tax revenues come in at or close to budget over the years. However, in FY2012 we expect income tax receipts to decrease slightly as the State's jobless rate increases and corporate profits decrease.

GENERAL FUND REVENUE - Notes

(Continued)

There are a couple of other revenue sources which the Village has yet to enact and which could conservatively produce an additional \$3.84 million per year as shown below:

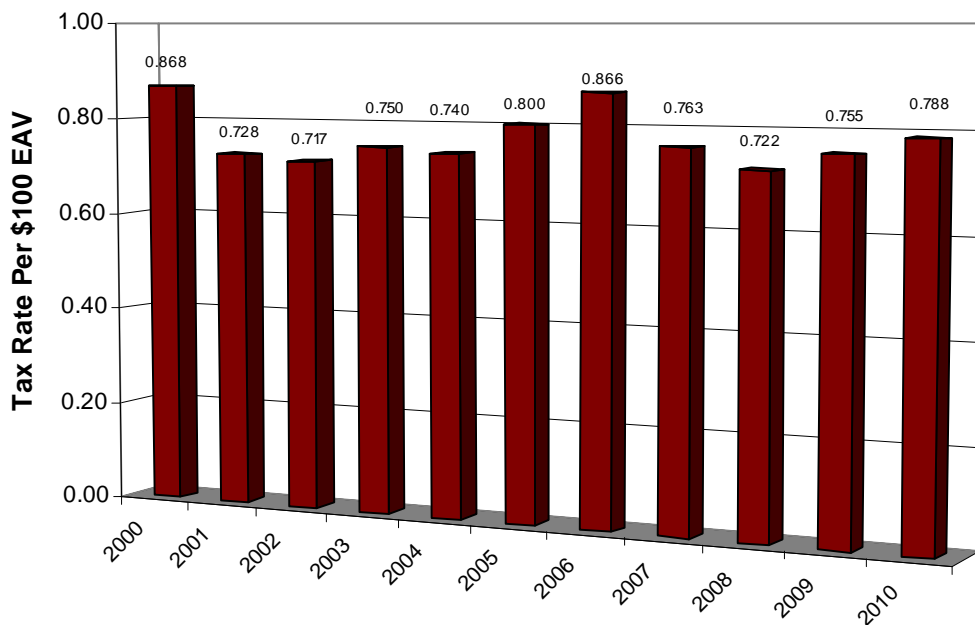
- ▶ The existing Home Rule Sales Tax of 1% could be increased ¼% to produce approximately \$1,500,000 of additional revenue on an annual basis.
- ▶ A Real Estate Transfer Tax at the rate of \$3.00 for each \$1,000 of value could produce at least \$1,040,000 of additional revenue on an annual basis (estimating a 20% drop in real estate values in 2009).
- ▶ The Food & Beverage Tax of 1.25% could be increased to 2% and would produce at least \$1,300,000 of additional revenue on an annual basis.

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

401.03 – 401.11 Real Estate Tax

Property tax receipts represent about 30% of the Village's General Fund income and about 14% of the Village's total income from all funds. The Village's levy represents only about 10% of a property owner's total property tax bill.

REAL ESTATE PROPERTY TAX RATE



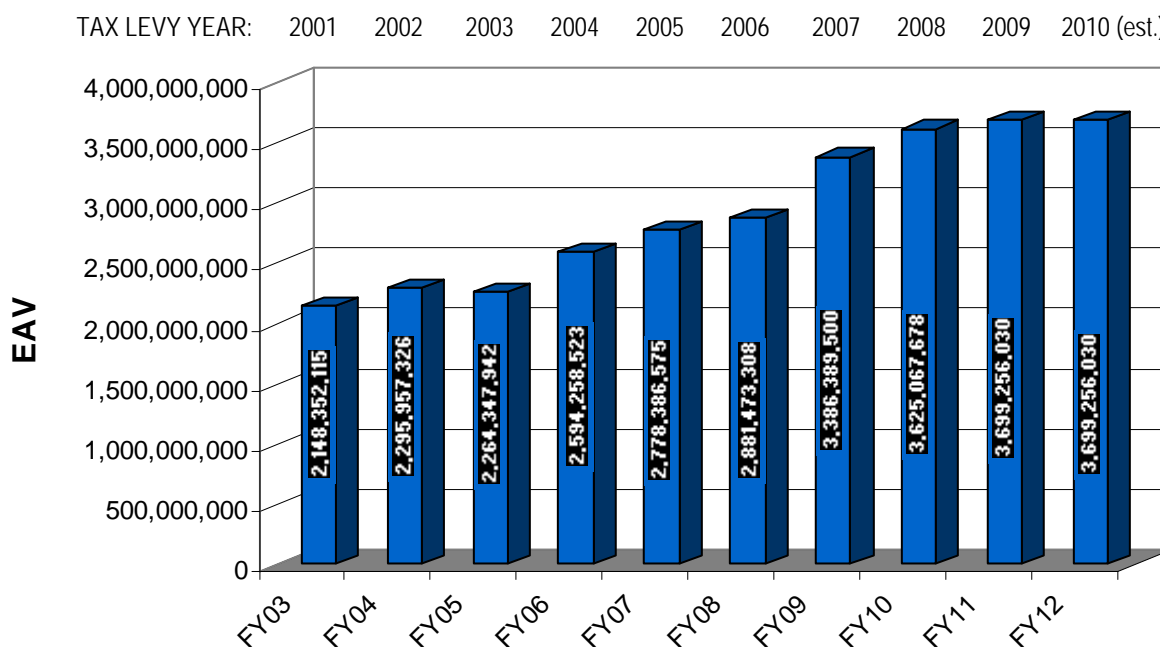
As shown above, the Village's estimated 2010 tax rate, received in FY2012, is .788 per \$100 of equalized assessed valuation (EAV). The tax year 2010 levy increase of 4.30% is due primarily to increases in Police and Fire Pension levies

GENERAL FUND REVENUE - Notes

(Continued)

The 2006 tax rate included debt service costs associated with the bond issued to complete the new Village Hall which replaced the outdated facility that was built in 1962. These debt service payments are paid through property taxes, but are accounted for in the Debt Service Fund.

EQUALIZED ASSESSED VALUE



The levy, which corresponds to this FY2012 budget, was levied in December 2010. Property owners will pay this tax in two installments in April and September 2011. A breakdown of the Village's total tax levy is as follows:

	Extended 2009 Levy for FY11	2010 Levy for FY12	% Change
Village			
Corporate	7,801,062	8,035,100	3.00%
IMRF	1,768,914	1,354,800	(23.41%)
FICA	1,255,228	1,161,600	(7.46%)
Police Pension	3,411,780	4,038,000	18.35%
Fire Pension	3,987,480	4,459,000	11.83%
Capital Improvement	2,440,382	2,500,000	2.44%
Debt Service	7,267,096	7,583,900	4.36%
Total	27,931,942	29,132,400	4.30%
Library	13,028,572	13,028,572	0.00%
Total Tax Levy	40,960,514	42,160,972	2.93%

GENERAL FUND REVENUE - Notes

(Continued)

The Village's 2010 property tax levy that will be accounted for in FY2012 reflects the effects of an increase of 4.30 % over the prior year's extended levy. The Village's annual tax levy is comprised of discretionary and non-discretionary components. The pension levies including IMRF, Social Security, Police Pension and Fire Pension are mandated by the State or required by federal law. The IMRF and Police and Fire Pension levies are calculated by outside actuaries to determine annual required payments to cover current and unfunded pension obligations. The debt service levy is another non-discretionary levy that reflects the annual principal and interest the Village is obligated to pay on its outstanding bonds.

The only discretionary levies that the Village can realistically control on an annual basis are the Corporate or General Fund levy and the Capital Improvement levy. The Corporate levy is one of the General Fund's key revenue sources and is used to help fund the Village's police, fire, public works, and support services. The Capital Improvement levy is a revenue source for the Village's capital program, and 83% of the FY2012 Capital Projects Fund budget will be used for street and signal projects. After including the amounts required to fund the pension and debt levies and limiting the capital improvement levy to a 2.44% increase, the 4.30% overall 2010 levy increase resulted in a 3% increase in the Corporate or General Fund levy.

402.10 Hotel Tax

This tax is administered by the Village of Arlington Heights through its Home Rule powers. From FY1997 through FY2009, 10% of all prior year hotel tax collections were invested in the Woodfield Chicago Northwest Convention Bureau (WCNWCB) to facilitate future hotel bookings. Due to the Village's financial constraints this amount was reduced in FY2010 to 6%. The FY2012 Proposed Budget again provides that 6% of the prior year collections will be used toward the WCNWCB.

402.15 Admissions Tax

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

402.25 Food & Beverage Tax

Retail sale of prepared food and liquor, which includes all liquor sold at retail either for consumption on premises or sold in its original packaging for consumption off premises, and all food including alcoholic and non-alcoholic beverages which is prepared for immediate consumption and which may be consumed either on and/or off the premises is subject to a 1.25% tax in addition to general sales taxes. This tax was created by the Village's Home Rule powers. As of September 2004, .25% of this tax rate is accounted for in the Arts, Entertainment & Events Fund as a dedicated funding source.

402.35 Road & Bridge Tax

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

GENERAL FUND REVENUE - Notes

(Continued)

402.45 Telecommunications Tax

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

403.05 Sales Tax and 402.30 Home Rule Sales Tax

<u>Sales Tax</u>	<u>Amount</u>	<u>% Inc (Dec)</u>
FY2006 (Actual)	11,272,054	1.28%
FY2007 (Actual)	11,210,388	(0.55%)
FY2008 (Actual)	10,990,209	(1.96%)
FY2009 (Actual)	10,446,148	(4.95%)
FY2010 (Actual)	9,570,850	(8.38%)
FY2011 (Est. Actual)	9,948,000	3.94%
FY2012 (Budget)	9,736,000	(2.13%)

<u>Home Rule Sales Tax (General Fund Portion)</u>	<u>Amount</u>	<u>% Inc (Dec)</u>
FY2006 (Actual)	4,020,392	14.99%
FY2007 (Actual)	4,025,605	0.13%
FY2008 (Actual)	3,845,013	(4.49%)
FY2009 (Actual)	3,513,318	(8.63%)
FY2010 (Actual)	3,590,143	2.19%
FY2011 (Est. Actual)	4,833,000	34.62%
FY2012 (Budget)	4,833,000	0.00%

Sales Tax and Home Rule Sales Tax revenues represent the second largest revenue source or about 23% of the Village's General Fund income. Items, except food and drugs, in Arlington Heights are subjected to a 9.50% sales tax. In April 2008 the RTA increased their share of the sales tax rate .25% to a total of 1.00%. In July 2008 Cook County increased their share of the sales tax rate by 1% to a total of 1.75% and then reduced that rate by .50% for a total of 1.25% in July 2010. In January 2010 the Village's Home Rule Sales Tax was increased from .75% to 1%. Sales taxes are imposed upon all retail sales and upon all persons engaged in the business of making sales of services within the Village's corporate limits. These taxes are collected by the State and divided among the taxing districts as follows:

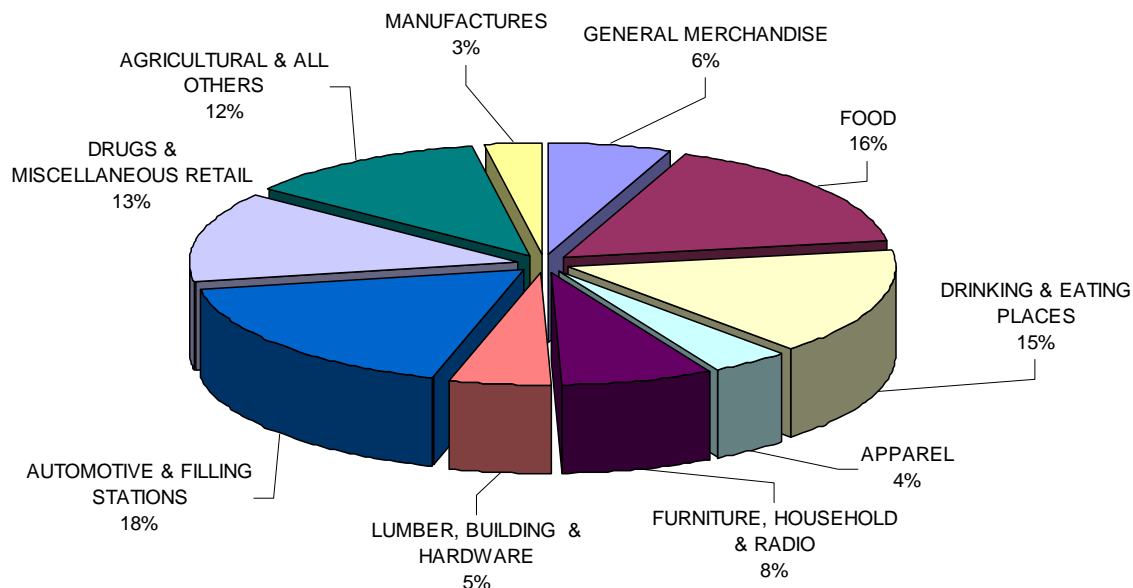
State Tax	5.25%
Village*	
Municipal Tax	1.00%
Home Rule Tax	1.00%
Cook County Tax	1.25%
RTA Tax	1.00%
	9.50%

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

GENERAL FUND REVENUE - Notes

(Continued)

Sales Tax by Source Calendar Year 2009



Budget Assumptions – FY2011 sales tax receipts (excluding home rule sales tax) are coming in slightly above the prior year's receipts. The FY2012 budget projects a general increase in sales tax receipts of 1%. However, the recent closure of Pappadeaux's Restaurant and the Lincoln car brand being pulled from the Roto dealership resulted in the FY2012 budget decrease. This assumes that the economy will remain relatively stagnant at least through the end of calendar year 2011.

403.06 Local Use Tax

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

403.15 State Income Tax

	<u>Amount</u>	<u>% Inc (Dec)</u>
FY2006 (Actual)	5,879,378	13.90%
FY2007 (Actual)	6,485,022	10.30%
FY2008 (Actual)	7,084,398	9.24%
FY2009 (Actual)	7,010,647	(1.04%)
FY2010 (Actual)	6,111,105	(12.83%)
FY2011 (Est. Actual)	6,087,000	(0.39%)
FY2012 (Budget)	6,087,000	0.00%

GENERAL FUND REVENUE - Notes

(Continued)

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

Budget Assumptions – To prepare the FY2012 budget for income tax receipts, three key elements were assumed:

Population – Income tax receipts are distributed based on the Village's population. Arlington Heights' most recent population used by the State is 76,943. It is assumed that there will be no change in population. 2010 Census figures have not been released. A significant change in the population is not anticipated.

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

Inflation – No change over the FY2011 projected actual amount is assumed for FY2012. This assumes the current unemployment rate will begin to stabilize this fiscal year.

403.25 Replacement Tax

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

421.05 Vehicle License

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

421.10 Business License

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

421.30 Multiple Dwelling License

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

422.05 Building Permits, 422.10 Electrical & 422.15 Plumbing Permits

These permits are activity-based and as such, are subject to economic conditions. The Village has taken a conservative approach to budgeting for these revenues. Historically, additions and renovations generate a fairly flat but consistent revenue stream. The redevelopment of the Downtown area and single-family home reconstruction has created occasional spikes in this revenue source.

422.25 Elevator Permits

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

422.30 Occupancy Permits

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

431.34 Cable Franchise Fees

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

432.08 Plan Examination Fees

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

432.12 Engineering Service Fees

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

433.14 Ambulance Service Fees

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

GENERAL FUND REVENUE - Notes

(Continued)

433.16 Special Police Detail Fee

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

433.18 Police Counselor Fees

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

433.22 False Alarm Fees

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

433.26 DUI Administrative Fee

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

441.05 Traffic Court Fines

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

441.15 Parking Fines

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

441.22 Compliance Ticket Fines

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

441.25 Ordinance Ticket Fines

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

GENERAL FUND REVENUE - Notes

(Continued)

451.05 Service Charge – Escrow Deposits

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

451.10 Service Charge – Guaranty Deposits

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

451.15 – 451.45 Service Charge – Parking, Water, SWANCC

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

461.02 Interest on Investments

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

472.56 NWCDS Building Rent

In 2002 the Village of Arlington Heights issued bonds for the expansion of the Northwest Central Dispatch Services Center. NWCDS provides police and fire dispatch services including 911 service to Arlington Heights and a number of surrounding communities. The bonds are being paid by NWCDS in the form of rent. Per an agreement, the Village of Arlington Heights owns the NWCDS building.

472.82 Rents & Concessions

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

483.10 NWCH in Lieu of RE Tax

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

GENERAL FUND REVENUE - Notes

(Continued)

484.48 Wellness Programs

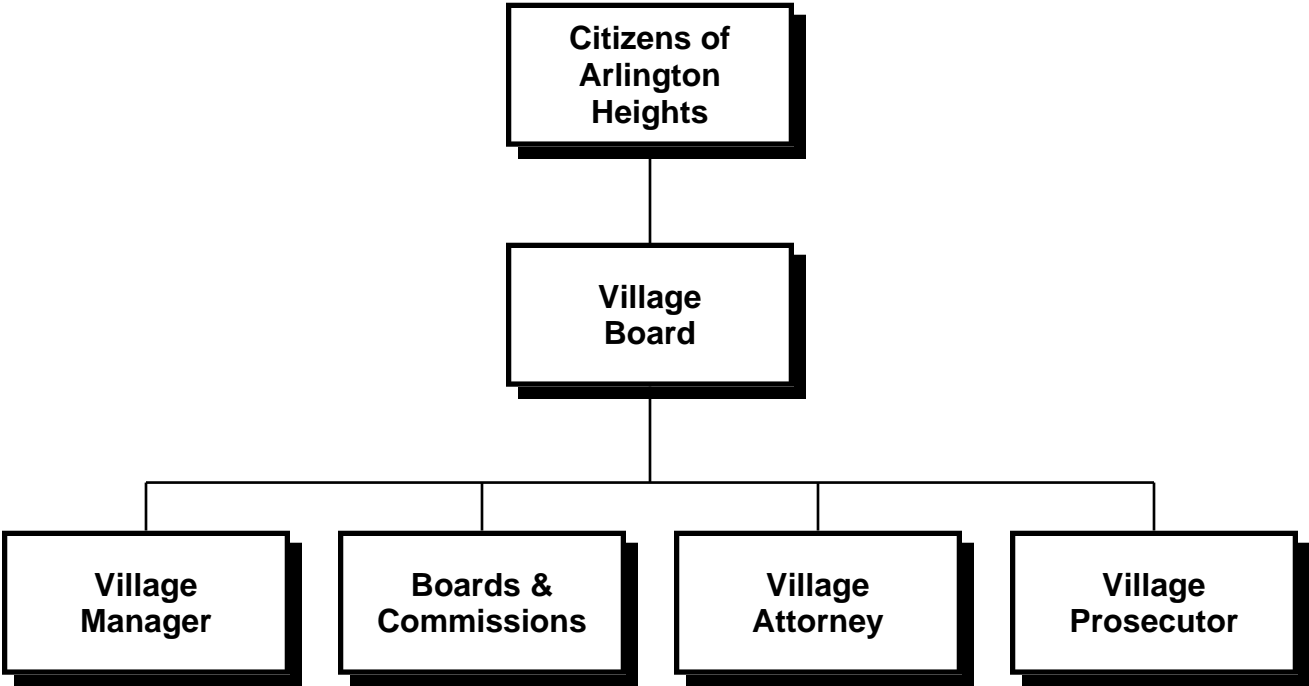
An endowment of \$25,000 was received from the Moelhing Family for the perpetuation of health related tests, screenings and equipment. Interest on the principal and minor service charges to recipients are recorded in this account and used for ongoing programs.

489.85 Bad Debt Recovery

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

BOARD OF TRUSTEES

ORGANIZATION STRUCTURE



BOARD OF TRUSTEES

Eight Trustees and the Village President comprise the Village Board.

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

2011-12 Strategic Plan: Goals and Selected Objectives

1. FOCUS ON VILLAGE-WIDE BUSINESS DEVELOPMENT
 - Continue and refresh the comprehensive Marketing and Business Plan
 - Encourage and support efforts of the Arlington Heights Chamber of Commerce
 - Increase and maintain business occupancy
 - (a) Continue and/or expand business attraction program, i.e. trade shows, tax incentives, Arlington Economic Alliance
 - (b) Continue to identify and revitalize underperforming shopping areas
2. EVALUATE ALL APPROVAL PROCESSES FOR THEIR EFFECTIVENESS
 - Conduct survey of developers and residents (users) of process
 - Apply quality improvement methods to department outcomes
3. DEVELOP EFFECTIVE TRANSPORTATION PLANNING
 - Support and promote Star Line through its completion and to relieve congestion
 - Promote Route 53 extension
 - Encourage greater use of mass transit and bicycles to alleviate traffic congestion
 - Monitor FAA noise reduction initiatives
 - Promote METRA services to people living outside Arlington Heights to fill their shopping and recreational needs in Arlington Heights
4. BALANCE THE BUDGET (efficiently manage the Village's resources and implement opportunities to reduce spending)
 - Consider new revenue sources to ensure provision of essential services
 - Continue implementation of user fee philosophy
 - Continually evaluate allocation of Village services
5. CONTINUE HIGH LEVEL OF ESSENTIAL SERVICES
 - Continue to monitor the needs for Senior services
 - Use of performance measures to assess departmental progress
6. ENSURE POLICIES THAT ENCOURAGE EMPLOYEE PARTICIPATION AND MORALE
 - Recognize and publicize employee accomplishments
 - Continue /expand opportunities for staff to interact with Commission and Board members
 - Create team building and morale activities
7. ENSURE LOW CRIME RATE
 - Participate in Regional, State, and National efforts
 - Assess the value and need of expanding the canine program
 - Re-institute neighborhood watch program

8. IMPROVE VILLAGE COMMUNICATIONS AND CITIZEN COMMUNICATION

- Expand use of Cable Access Channel
- Further develop use of website and other modes of electronic media
- Increase citizen awareness of Regional and National recognition of their hometown

9. CONTINUE TO EXPLORE AND ENCOURAGE AFFORDABLE PRIVATE HOUSING

- Investigate availability of handicapped accessible and attainable apartments
- Assure Arlington Heights meets State attainable housing percentage requirements

10. PROMOTE HEALTH ISSUES

- Continue to support organ donations
- Encourage educational efforts on nutrition and obesity

11. PROMOTE GREEN-BASED POLICIES AND SERVICES

- Educate in-house staff on green practices
- Seek grant to partner with green provider (i.e., manufacturer of green technology services)

OPERATION SUMMARY

BOARD OF TRUSTEES

0101

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Expenditures							
Personal Services	\$29,037	\$26,106	\$26,700	\$36,800	\$37,100	\$300	0.8%
Contractual Services	143,328	132,653	139,300	139,200	133,100	(6,100)	(4.4%)
Commodities	1,481	1,415	1,500	1,500	1,700	200	13.3%
Other Charges	10,511	14,774	10,600	15,000	15,000	0	0.0%
Capital Items	0	0	2,800	3,000	0	(3,000)	(100.0%)
Total Expenditures	\$184,357	\$174,948	\$180,900	\$195,500	\$186,900	(\$8,600)	(4.4%)

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$173,846	\$160,174	\$167,500	\$177,500	\$171,900	(\$5,600)	(3.2%)
401 Capital Projects	0	0	2,800	3,000	0	(\$3,000)	(100.0%)
515 A & E Fund	10,511	14,774	10,600	15,000	15,000	0	0.0%
Total Expenditures	\$184,357	\$174,948	\$180,900	\$195,500	\$186,900	(\$8,600)	(4.4%)

BOARD OF TRUSTEES (0101)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-0101-501.10-02	Elected Officials	24,966	22,400	22,400	30,900	30,900	0	0.0%	
	Salaries	24,966	22,400	22,400	30,900	30,900	0	0.0%	
101-0101-501.19-01	Workers Compensation	100	100	100	100	100	0	0.0%	
101-0101-501.19-10	IMRF	2,061	1,893	2,500	3,500	3,800	300	8.6%	
101-0101-501.19-11	Social Security	1,548	1,389	1,400	1,900	1,900	0	0.0%	
101-0101-501.19-12	Medicare	362	324	300	400	400	0	0.0%	
	Fringe Benefits	4,071	3,706	4,300	5,900	6,200	300	5.1%	
101-0101-501.21-65	Other Services	91,271	66,698	72,000	73,700	73,700	0	0.0%	
101-0101-501.22-02	Dues	41,976	35,418	37,000	37,000	37,000	0	0.0%	
101-0101-501.22-03	Travel & Training	9,339	8,650	8,600	6,800	8,700	1,900	27.9%	
101-0101-501.22-05	Postage	742	1,087	900	900	1,000	100	11.1%	
101-0101-501.22-25	IT/GIS Service Charge	0	20,800	20,800	20,800	12,700	(8,100)	(38.9%)	
	Contractual Services	143,328	132,653	139,300	139,200	133,100	(6,100)	(4.4%)	
101-0101-501.30-01	Publications Periodicals	286	244	300	300	300	0	0.0%	
101-0101-501.30-05	Office Supplies & Equip	1,195	1,171	1,200	1,200	1,400	200	16.7%	
	Commodities	1,481	1,415	1,500	1,500	1,700	200	13.3%	
	Total Board of Trustees	173,846	160,174	167,500	177,500	171,900	(5,600)	(3.2%)	

BOARD OF TRUSTEES

GENERAL FUND

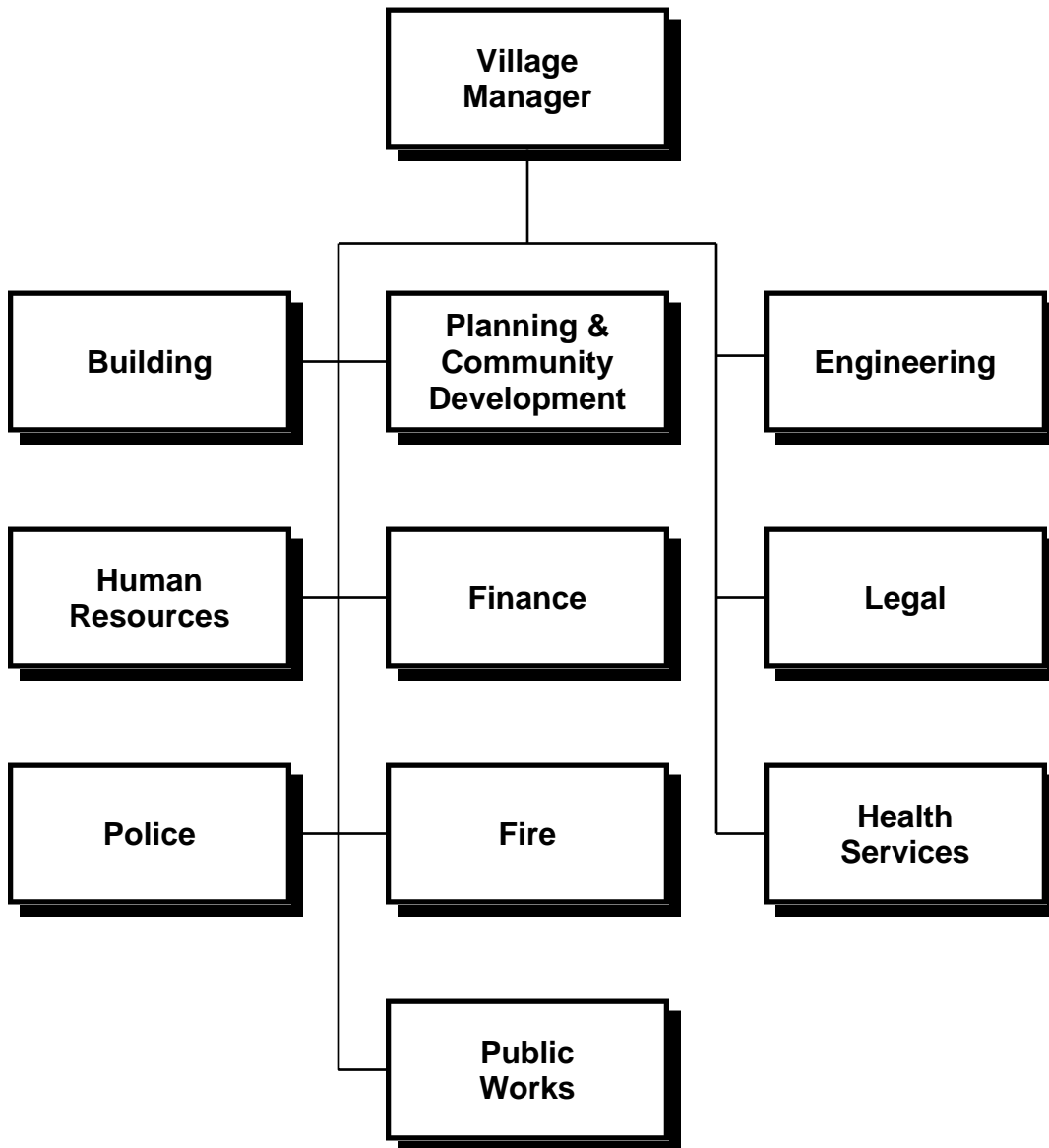
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-0101-501.10-02	Elected Officials	President * 8 Trustees @ \$2,800 each	8,500 22,400	30,900	8,500 22,400	30,900
TOTAL SALARIES			30,900		30,900	
FRINGE BENEFITS:						
101-0101-501.19-01	Workers' Compensation	Workers' Compensation Insurance		100		100
101-0101-501.19-10	IMRF	IMRF		3,500		3,800
101-0101-501.19-11	Social Security	Social Security		1,900		1,900
101-0101-501.19-12	Medicare	Medicare		400		400
TOTAL FRINGE BENEFITS			5,900		6,200	
CONTRACTUAL SERVICES:						
101-0101-501.21-65	Other Services	Plaques, certificates of recognition and appreciation, mementos for dignitaries	5,200		5,200	
		Cable access channel programming	61,800		61,800	
		Webcasting of Village Board meetings	3,000		3,000	
		Contributions to post-prom events	600		600	
		Cell phone usage	1,100		1,100	
		Miscellaneous	2,000	73,700	2,000	73,700
101-0101-501.22-02	Dues	Northwest Municipal Conference	24,100		24,100	
		Chicago Metropolitan Agency for Planning (CMAP)	900		900	
		Illinois Municipal League	3,400		3,400	
		U.S. Conference of Mayors	5,300		5,300	
		Metropolitan Mayors Caucus	2,800		2,800	
		Miscellaneous	500	37,000	500	37,000
101-0101-501.22-03	Travel & Training	Illinois Municipal League meeting and other related meetings		6,800		8,700
101-0101-501.22-05	Postage	Postage		900		1,000
101-0101-501.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		20,800		12,700
TOTAL CONTRACTUAL SERVICES			139,200		133,100	
COMMODITIES:						
101-0101-501.30-01	Publications/Periodicals	Miscellaneous publications		300		300
101-0101-501.30-05	Office Supplies & Equip.	Miscellaneous office supplies		1,200		1,400
TOTAL COMMODITIES			1,500		1,700	
TOTAL BOARD OF TRUSTEES			177,500		171,900	

* Salary budgeted but Mayor Mulder is not currently accepting compensation.

VILLAGE MANAGER

ORGANIZATION STRUCTURE



VILLAGE MANAGER

The Village Manager is the administrative head of the Village Government and is responsible for the supervision and coordination of all departments.

The Manager is appointed by the Village Board for an indefinite term. The Manager's responsibilities include:

- ▶ Making recommendations to the Village Board
- ▶ Implementing Village Board decisions
- ▶ Facilitating the development and accomplishment of Strategic Plan Initiatives
- ▶ Enforcement of laws and ordinances
- ▶ Exercise of administrative control over all departments
- ▶ Appointment and discharge of Village employees
- ▶ Promoting an overall customer service culture

2010-11 Strategic Plan Highlights

1. FOCUS ON VILLAGE-WIDE BUSINESS DEVELOPMENT

- Staff finalized the Discover Guide that was produced by the Daily Herald. The publication was distributed to Arlington Heights residents, Hotels and placed on the Daily Herald and Village web sites.
- Mariano's Fresh Market, a 68,000 square foot grocery store, opened in late July at the former Lutoff Chevrolet site and has had much success since its opening.
- A Storefront Banner program was developed to highlight several vacant store fronts and to also market the Discover branding. It is anticipated that this program will entice potential retailers to the vacant site and also brand the Village in a positive way.
- Staff has developed a Sign Tool Kit for Local Area Businesses which encourages businesses to explore signs as a marketing and branding tool and the use of creativity in coming up with a sign package. Staff often directs businesses to the toolkit when compliance concerns are raised or when a business is starting out a signage review. The toolkit is available on the Village website.

2. EVALUATE ALL APPROVAL PROCESSES FOR THEIR EFFECTIVENESS

- In an effort to streamline and improve the liquor license process for liquor license applicants, the Village Manager's Office significantly revised the liquor license application. In addition, an overview of the procedures and an instructional checklist was prepared to help the applicant fulfill the requirements so that processing of the application will proceed more rapidly in most cases.
- The Community Events Staff Committee meets regularly to carefully review community events such as 5k runs, special events, and events planned by civic organizations. The meetings bring together representatives of all departments involved in reviewing the safety elements and logistics of all events organized in the Village. The group meetings are an efficient use of time and provide good public relations with various businesses and community organizations.
- The Village received the Chaddick Municipal Development Process Award which recognizes the Village for its exemplary, ongoing commitment to the improvement of processes regarding development approval. Receipt of the award reinforces the Village's "business friendly" commitment.

3. DEVELOP EFFECTIVE TRANSPORTATION PLANNING

- The Downtown bike shelter was completed. This new bike shelter has a solar component where the solar panels power the shelter, the park and act as a demonstration project for the area.
- The Village was selected to participate in the strategic planning process for the 2040 Regional Plan. A workshop was held which focused on the area of South Arlington Heights Road. Concepts generated from these planning meetings could serve as a starting point for an in depth corridor redevelopment plan/study.

4. BALANCE THE BUDGET

- Various Village Departments formed an inter-departmental team to review vehicle purchases versus lease options and to analyze future fleet needs given the staff reductions being experienced.
- The Public Works Department entered into an agreement with ComEd to participate in their Capacity Load Reduction (CLR) program. In the agreement, the Village agrees to shed power at five separate locations and if the load shedding is successful the Village receives a cash payout.
- Staff worked on obtaining the lowest electrical energy prices for Village pumping/parking garage facilities and for Village street lighting. The Village pumping/parking garage contract with Integrys Energy will be for two years starting December 2010 thru December 2012.
- A FY2012 General Fund Deficit Reduction Plan of \$1.4 million in expenditure reductions was presented and approved by the Village Board in December.

5. CONTINUE HIGH LEVEL OF ESSENTIAL SERVICES

- Public Works implemented a new work management and asset inventory software system. The CarteGraph work management system will provide staff with easy access to current and historical information on work orders and it will manage workflow in a more effective and productive manner. This system has the ability to provide mobile technology and allow personnel to eventually operate a paperless work order system.
- A private consulting firm was hired by the Village to conduct a survey to ascertain resident's opinions regarding solid waste options available that could be considered for the single-family solid waste contract.
- The Village staffed an informational booth at the Illinois WorkNet's Community Resources Fair, held at Harper College. The event provided exposure to the Senior Center's program on job transitioning, as well as many of the other services and programs offered by the Senior Center & Health Services Department.

6. ENSURE POLICIES THAT ENCOURAGE EMPLOYEE PARTICIPATION AND MORALE

- A seminar was conducted for Village supervisors entitled "Team-building, Mentoring and Coaching Skills"
- "Managing Within the Law: Special Focus on the American for Disabilities Act" was conducted for all Village supervisors.
- A "Safety Day" training program was conducted for all Building and Engineering field inspectors. Also, training was held for Public Works Employees on "Healthy Back Care".

- The Police Department sponsored a Continuing Education Fair where four universities were present to hand out literature and answer questions regarding their respective programs. All of the institutions are accredited. Shift work often makes it difficult for police officers to go back to school. On-line learning makes it much more conducive because officers can usually perform coursework on-line at any time of day or night.

7. ENSURE LOW CRIME RATE

- The Police Department’s Crime Prevention Unit has been working to develop a variation of the Neighborhood Watch Program. Neighborhood contact persons are identified and asked to receive local information flashes or crime bulletins from the Police Department through services such as Citizen Observer or Twitter. These contact persons would then forward pertinent information to their neighbors and neighborhood organizations.
- The Police Department continues with its Crime Opportunity Notice Program where the vast majority of the notices that are given identify potential crimes of opportunity within motor vehicle where valuables were left in plain view. This is a valuable crime prevention tool.
- With the assistance of the administrative staff at the Library, the Problem Oriented Policing Unit produced and disseminated an updated Patrons Banned List for the Library. This list was developed to uniformly aid both police officers and library security staff in the proper identification of subjects who have been suspended from library facilities.

8. IMPROVE VILLAGE COMMUNICATIONS AND CITIZEN COMMUNICATION

- Starting in August, the Village Board Meetings were made available online for viewing. At this time, the highest viewership of a single Board meeting online was 83 visits.
- The Village’s website, vah.com, went live in April, 2009. From January 1, 2010 to January 1, 2011 the website had 250,640 visits.
- 162 Village news articles were posted on vah.com in the 2010 calendar year.
- 322 general emails came through the website during the 2010 calendar year. These “Contact Us” email forms are used by those who do not know which Department or staff person to specifically email for a question, etc. These general emails are routed to the correct staff member for a response.
- New videos uploaded on websites and played on Village access channel included:

Awareness of Residential Diversional Burglary tactics	Arlington Heights named in the Top 100 Places to Live per Money Magazine
Village road construction projects	Loans available for eligible home repairs
General Village event information	New Online Human Services Directory
Safe Disposal of Medications	Sounds of Summer Concert series
Flu Shot Clinics	Mane Event/Taste of Arlington promotion
Arlington Heights Days at Arlington Park	Senior Housing and Health Care Fair
Reminder to not park vehicles blocking sidewalks	Information on parking violations and use of the new vehicle immobility device
Dr. Kenneth Hood Award Winner	Business Award from Disabilities Commission

9. CONTINUE TO EXPLORE AND ENCOURAGE AFFORDABLE PRIVATE HOUSING

- The Village has been researching and participating in regional and sub-regional groups that are developing new programs for the preservation and creation of affordable rental housing which would include handicapped accessible and attainable apartments.

10. PROMOTE HEALTH ISSUES

- To commemorate National Heart Awareness Month, the Health Services Department held a Saturday cholesterol clinic. Educational materials on nutrition and exercise were also available at the clinics.
- A National Senior Health & Fitness Day was held at the Senior Center. The event provided a variety of health and fitness related activities and information.
- Nursing Services participated in the 2010 Kid's Faire held at Pioneer Park.

11. PROMOTE GREEN-BASED POLICIES AND SERVICES

- Public Works' staff completed the specifications, bidding process, and the awarding of the contract for the Downtown Light Emitting Diodes (LED) project. This is an upgrade for the decorative street lighting and will be funded by an EECBG grant.
- Through the diligent efforts of the Public Works Snow Command team, the Village was able to reduce its road salt usage by approximately 25-30% during the first quarter of 2010. In addition to the monetary savings, the environmental impact of road salt has been reduced as well, resulting in less parkway damage and fewer complaints due to road salt.
- The Village is promoting green methods for employees to commute to work. A Bicycle Commuter Club was established which allows eligible employees to receive a certain level of tax relief for commuting to and from work.

2011-12 Goals & Objectives

- ▶ To efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ Focus on Village-wide business development.
- ▶ Evaluate all approval processes for their effectiveness.
- ▶ Develop effective transportation planning.
- ▶ Balance the budget.
- ▶ Continue high level of essential services.
- ▶ Ensure policies that encourage employee participation and morale.
- ▶ Ensure low crime rate.
- ▶ Improve Village communications and citizen communication.
- ▶ Continue to explore and encourage affordable private housing.
- ▶ Promote health issues.
- ▶ Promote green-based policies and services.

OPERATION SUMMARY

VILLAGE MANAGER

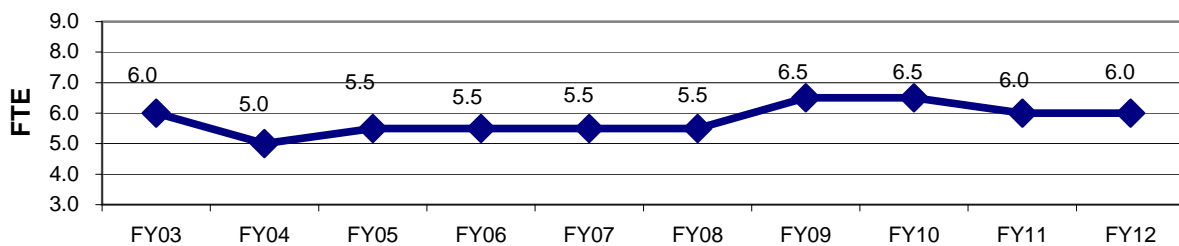
0201

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	6.5	6.5	6.0	6.0	6.0	0.0	0.0%
Expenditures							
Personal Services	\$821,947	\$784,230	\$775,400	\$785,600	\$794,900	\$9,300	1.2%
Contractual Services	76,014	55,930	63,000	67,700	64,500	(3,200)	(4.7%)
Commodities	8,394	5,884	8,900	9,200	9,000	(200)	(2.2%)
Other Charges	23,210	25,851	29,800	25,000	20,000	(5,000)	(20.0%)
Capital Items	0	0	0	0	0	0	N/A
Total Expenditures	\$929,565	\$871,895	\$877,100	\$887,500	\$888,400	\$900	0.1%

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$906,355	\$846,044	\$847,300	\$862,500	\$868,400	\$5,900	0.7%
515 A & E Fund	23,210	25,851	29,800	25,000	20,000	(5,000)	(20.0%)
Total Expenditures	\$929,565	\$871,895	\$877,100	\$887,500	\$888,400	\$900	0.1%

STAFFING HISTORY



VILLAGE MANAGER (0201)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-0201-502.10-01	Salaries	576,033	572,267	577,800	576,800	585,500	8,700	1.5%	
101-0201-502.18-01	Temporary Help	3,919	3,866	500	7,000	1,300	(5,700)	(81.4%)	
101-0201-502.18-05	Overtime Civilian	308	155	200	2,500	2,500	0	0.0%	
	Salaries	580,260	576,288	578,500	586,300	589,300	3,000	0.5%	
101-0201-502.19-01	Workers Compensation	1,100	1,200	1,200	1,200	1,200	0	0.0%	
101-0201-502.19-05	Medical Insurance	74,700	79,900	67,800	67,800	68,000	200	0.3%	
101-0201-502.19-10	IMRF	77,924	66,720	67,200	68,700	75,100	6,400	9.3%	
101-0201-502.19-11	Social Security	32,389	30,955	31,500	32,200	32,000	(200)	(0.6%)	
101-0201-502.19-12	Medicare	8,895	8,194	8,700	8,900	8,800	(100)	(1.1%)	
101-0201-502.19-20	Deferred Compensation	46,679	20,973	20,500	20,500	20,500	0	0.0%	
	Fringe Benefits	241,687	207,942	196,900	199,300	205,600	6,300	3.2%	
101-0201-502.20-05	Professional Services	10,000	0	0	0	0	0	N/A	
101-0201-502.20-40	General Insurance	5,100	5,400	5,700	5,700	5,900	200	3.5%	
101-0201-502.21-02	Equipment Maintenance	169	68	100	800	100	(700)	(87.5%)	
101-0201-502.21-65	Other Services	2,372	1,570	3,500	4,100	4,200	100	2.4%	
101-0201-502.22-02	Dues	3,103	3,466	3,600	3,700	3,700	0	0.0%	
101-0201-502.22-03	Travel & Training	4,567	4,476	4,500	4,500	4,500	0	0.0%	
101-0201-502.22-05	Postage	2,465	1,636	3,500	4,800	4,800	0	0.0%	
101-0201-502.22-10	Printing	1,611	1,649	4,500	5,400	5,400	0	0.0%	
101-0201-502.22-15	Photocopying	6,827	4,665	5,000	6,100	6,100	0	0.0%	
101-0201-502.22-25	IT/GIS Service Charge	37,900	30,800	30,500	30,500	28,200	(2,300)	(7.5%)	
101-0201-502.22-37	Vehicle/Equip Lease Charge	1,900	2,200	2,100	2,100	1,600	(500)	(23.8%)	
	Contractual Services	76,014	55,930	63,000	67,700	64,500	(3,200)	(4.7%)	
101-0201-502.30-01	Publications Periodicals	1,049	620	1,000	1,200	1,000	(200)	(16.7%)	
101-0201-502.30-05	Office Supplies & Equip	6,625	4,575	7,300	7,300	7,300	0	0.0%	
101-0201-502.30-50	Petroleum Products	720	689	600	700	700	0	0.0%	
	Commodities	8,394	5,884	8,900	9,200	9,000	(200)	(2.2%)	
	Total Village Manager	906,355	846,044	847,300	862,500	868,400	5,900	0.7%	

VILLAGE MANAGER

General Fund

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1015	Village Manager	E82	1.00	1.00	
1022	Assistant to the Village Manager	C43	1.00	1.00	
1025	Community Relations Coordinator	C43	1.00	1.00	
1725	Executive Assistant	B23	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1762	Receptionist	A12	1.00	1.00	
Total F-T-E			6.00	6.00	0.00

VILLAGE MANAGER

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-0201-502.10-01	Salaries	Salaries		576,800		585,500
101-0201-502.18-01	Temporary Help	Temporary Help		7,000		1,300
101-0201-502.18-05	Overtime Civilian	Overtime Civilian		2,500		2,500
		TOTAL SALARIES		586,300		589,300
FRINGE BENEFITS:						
101-0201-502.19-01	Workers' Compensation	Workers' Compensation Insurance		1,200		1,200
101-0201-502.19-05	Medical Insurance	Medical Insurance		67,800		68,000
101-0201-502.19-10	IMRF	IMRF		68,700		75,100
101-0201-502.19-11	Social Security	Social Security		32,200		32,000
101-0201-502.19-12	Medicare	Medicare		8,900		8,800
101-0201-502.19-20	Deferred Compensation	Deferred Compensation		20,500		20,500
		TOTAL FRINGE BENEFITS		199,300		205,600
CONTRACTUAL SERVICES:						
101-0201-502.20-40	General Insurance	Liability and property insurance		5,700		5,900
101-0201-502.21-02	Equipment Maintenance	Maintenance of typewriters & computers	100		100	
		Budget amendment - electronic sign repair	700	800	0	100
101-0201-502.21-65	Other Services	Temporary help services, miscellaneous services	700		700	
		Performance measure study fee	500		500	
		Cell phone usage	1,700		1,000	
		Enhancements to Village website	1,200	4,100	2,000	4,200
101-0201-502.22-02	Dues	Dues		3,700		3,700
101-0201-502.22-03	Travel & Training	ICMA Annual Conference	3,000		2,800	
		Illinois Municipal League, Northwest Municipal Conference, IAMMA, ILCMA & miscellaneous meetings	2,200		1,700	
		Budget amendment	-700	4,500	0	4,500
101-0201-502.22-05	Postage	General postage including residential mailers and special notices		4,800		4,800
101-0201-502.22-10	Printing	Liquor license materials	500		500	
		Miscellaneous printing including brochures, flyers, special notices, post cards, booklets, ads, and photos	6,100		4,900	
		Budget Amendment	-1,200	5,400	0	5,400
101-0201-502.22-15	Photocopying	Photocopies, supplies & maintenance	3,000		3,000	
		Lease of Xerox WC5645P copier	3,100	6,100	3,100	6,100

VILLAGE MANAGER

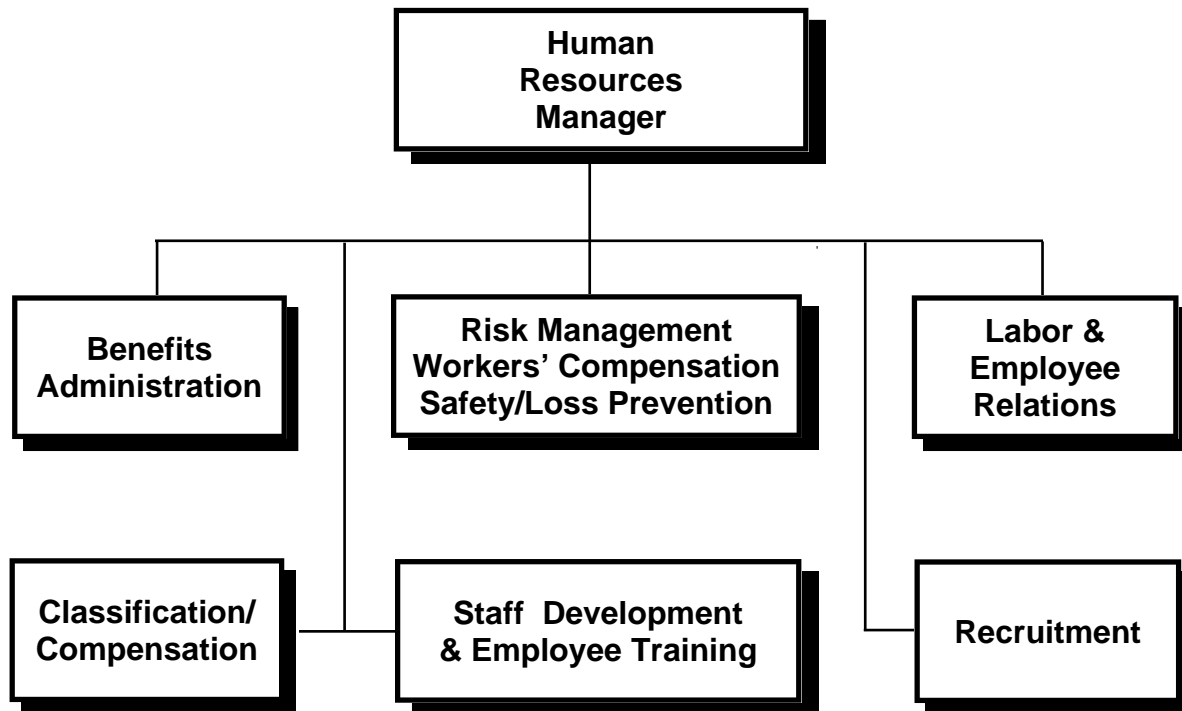
GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
101-0201-502.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	30,500	28,200
101-0201-502.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	2,100	1,600
TOTAL CONTRACTUAL SERVICES			67,700	64,500
COMMODITIES:				
101-0201-502.30-01	Publications/Periodicals	Miscellaneous publications	1,200	1,000
101-0201-502.30-05	Office Supplies & Equip.	Printer cartridges/toner, stationery, pens, etc.	7,300	7,300
101-0201-502.30-50	Petroleum Products	Fuel for vehicle assigned to Manager	700	700
TOTAL COMMODITIES			9,200	9,000
TOTAL VILLAGE MANAGER			862,500	868,400

HUMAN RESOURCES

ORGANIZATION STRUCTURE



HUMAN RESOURCES

The Human Resources Department administers the Village human resources program.

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

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

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

2010-2011 Status of Goals and Objectives

► To efficiently manage the Village's resources and implement opportunities to reduce spending.

- o Expanded the use of email for employee and retiree notifications.
- o Promoted the use of web based Blue Cross/Blue Shield employee access.
- o Reengineered the Employee Recognition program.

► Research and implement strategies to help control health risks and costs.

- o Offered a High Deductible Health Plan to eligible employees and retirees.
- o Met with the Employee Health Awareness Team to discuss how they can help educate employees on:
 - Becoming better consumers of their health benefits
 - The benefits of participating in wellness programs
 - The benefits and costs savings of the new High Deductible Health Plan
- o Numerous wellness classes have been offered to employees both over lunch and after work.

► Apply for the Retiree Drug Subsidy and provide Medicare required information.

- o On a regular basis provided Medicare the required information to ensure the Village qualifies for the subsidy.
- o Received annual subsidy in summer of 2011.

► Enhance loss prevention efforts to become more proactive with safety and loss prevention programs throughout the Village in order to reduce the cost of workers' compensation.

- o The Village has a medical case management program that helps ensure employees return to work as soon as medically possible.
- o The Village's Safety Committee and the Accident Prevention Board meet on a monthly basis to review workers' compensation and motor vehicle accidents. These committees discuss accidents to determine corrective measures that may be implemented in an effort to help avoid accidents of the same or similar nature.

- ▶ **Assist the Fire and Police Commission with recruitment, selection, and promotional activities.** Recruitment for Certified Police Officers is on going. The following tests were conducted in 2010:
 - Entry Level Police Officer
 - Police Sergeant – Promotional
 - Entry Level Firefighter
 - Fire Lieutenant – Promotional

- ▶ **Review personnel policies and practices in order to ensure they are in compliance with state and federal laws.**
 - Personnel policies are continually reviewed and updated as required by law.
 - Supervisory training is offered to keep staff educated on the laws.

- ▶ **Recognize and publish employee accomplishments.** The Human Resources Department publicizes employee accomplishments in the following manners:
 - Monthly Report
 - Happenings – Quarterly employee newsletter
 - Employee Recognition luncheon
 - Employee Appreciation week
 - Welcome and congratulatory emails to employees

- ▶ **Maintain and make necessary modifications to the Village's Classification Plan to ensure all employees are appropriately classified.** This is an ongoing process.
 - Job audits are conducted and job descriptions updated to reflect changes.

- ▶ **Workforce Development**
 - Identify, assess and offer training programs to employees and supervisors.

2011-2012 Goals and Objectives

- ▶ To efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ Research and implement strategies to help control health risks and costs.
- ▶ Apply for the Retiree Drug Subsidy and provide Medicare required information.
- ▶ Enhance loss prevention efforts to become more proactive with safety and loss prevention programs throughout the Village in order to reduce the cost of workers' compensation.
- ▶ Assist the Fire and Police Commission with recruitment, selection and promotional activities.
- ▶ Develop recruitment and selection strategies that attract highly qualified candidates while ensuring equal employment opportunities in accordance with the Village's Equal Opportunity Policy.
- ▶ Review personnel policies and practices in order to ensure they are in compliance with Federal and State laws.

HUMAN RESOURCES

(Continued)

- ▶ Recognize and publicize employee accomplishments.
- ▶ Maintain and make necessary modifications to the Village's Classification Plan to ensure all employees are appropriately classified.
- ▶ Workforce Development.

Performance Measures	Calendar Year		
	2008	2009	2010
<p>▶ Performance Measure</p> <p>Research and implement strategies to help control health risks and costs</p> <p>a) Medicare Retiree Drug Subsidy received</p>	\$102,322	\$99,297	\$100,000 (estimated)
<p>▶ Performance Activity</p> <p>a) Provide required information to Medicare to ensure the Village qualifies for the Retiree Drug Subsidy</p> <p>b) Number of wellness programs offered.</p> <p>c) Number of dollars pledged in Section 125</p> <p>d) Number of Section 125 claims processed</p> <p>e) Number of employees contributing to ICMA</p> <p>f) Number of employees participating in the RTA Transit Check Commuter Benefit Program</p> <p>g) Number of benefit changes processed for:</p> <ul style="list-style-type: none"> ▪ Village Employees ▪ Library Employees ▪ Retirees 	<p>7 Hours a Week</p> <p>43</p> <p>\$193,271</p> <p>474</p> <p>380</p> <p>8</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>	<p>7 Hours a Week</p> <p>40</p> <p>\$286,497</p> <p>480</p> <p>359</p> <p>8</p> <p>56</p> <p>9</p> <p>20</p>	<p>7 Hours a Week</p> <p>51</p> <p>\$230,221</p> <p>457</p> <p>319</p> <p>4</p> <p>53</p> <p>17</p> <p>24</p>
<p>▶ Performance Measure</p> <p>Enhance our loss prevention efforts to become more proactive with safety and loss prevention programs throughout the Village in order to reduce the cost of workers' compensation.</p> <p>a) Number of claims forwarded to the Third Party Administrator (TPA) within 48 hours of the accident</p> <p>b) Number of work days lost to Worker's Compensation injury</p> <p>c) Number of pro se settlements</p> <p>d) Number of safety measures implemented</p>	<p>N/A</p> <p>1,683</p> <p>4 out of 7</p> <p>2</p>	<p>18 out of 42</p> <p>934</p> <p>3 out of 5</p> <p>4</p>	<p>27 out of 41</p> <p>760</p> <p>4 out of 5</p> <p>3</p>
<p>▶ Performance Activity</p> <p>a) Number of accidents reviewed</p> <p>b) Number of safety training programs offered to employees sponsored through Human Resources</p>	<p>98</p> <p>3</p>	<p>72</p> <p>0</p>	<p>80</p> <p>3</p>

HUMAN RESOURCES

(Continued)

Performance Measures (cont.)	Calendar Year		
	2008	2009	2010
<p>► Performance Measure</p> <p>Maintain and make necessary modifications to the Village's Classification Plan to ensure all employees are appropriately classified.</p> <p>a) Number of Job Audits conducted b) Number of Surveys conducted</p>	<p>9 28</p>	<p>3 190</p>	<p>2 249</p>
<p>► Performance Measure</p> <p>Review personnel policies and practices in order to ensure they are in compliance with applicable laws.</p> <p>a) Number of personnel policies revised/created</p>	<p>4</p>	<p>7</p>	<p>1</p>
<p>► Performance Activity</p> <p>Assist the Fire and Police Commission with recruitment, selection and promotional activities.</p> <p>a) Number of Fire and Police Commission meetings held b) Number of interviews conducted c) Number of Eligibility lists created</p>	<p>34 66 5</p>	<p>18 34 3</p>	<p>30 73 4</p>
<p>► Performance Activity</p> <p>Professional Development of Workforce Identify, assess and offer training programs to employees.</p> <p>a) Number of classes offered</p>	<p>19</p>	<p>7</p>	<p>4</p>

OPERATION SUMMARY

HUMAN RESOURCES

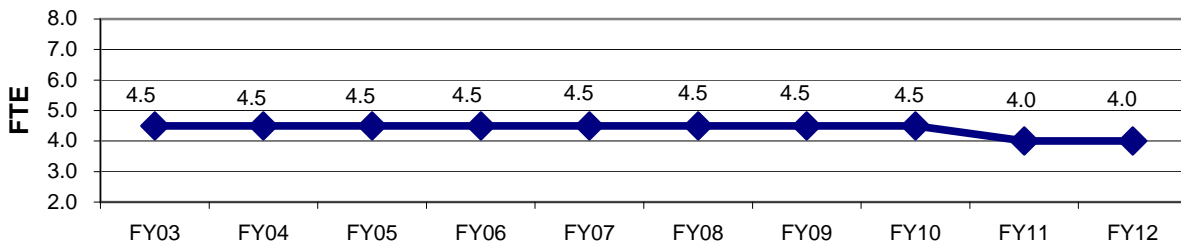
0301

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	4.5	4.5	4.0	4.0	4.0	0.0	0.0%
Expenditures							
Personal Services	\$593,301	\$465,171	\$629,800	\$643,200	\$644,700	\$1,500	0.2%
Contractual Services	4,311,059	4,181,335	4,275,400	4,591,100	4,715,700	124,600	2.7%
Commodities	4,403	4,224	5,300	5,300	5,300	0	0.0%
Other Charges	7,091,106	6,359,501	6,903,200	8,561,500	8,256,600	(304,900)	(3.6%)
Capital Items	0	0	0	0	0	0	N/A
Total Expenditures	\$11,999,869	\$11,010,231	\$11,813,700	\$13,801,100	\$13,622,300	(\$178,800)	(1.3%)

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$473,704	\$334,747	\$375,400	\$382,800	\$375,500	(\$7,300)	(1.9%)
605 Health Insurance Fund	7,607,654	7,249,872	7,547,600	9,455,800	8,671,400	(784,400)	(8.3%)
606 Retiree Health Ins Fund	2,233,375	2,175,390	2,362,600	2,492,900	2,826,100	333,200	13.4%
615 Worker's Comp Fund	1,685,136	1,250,222	1,528,100	1,469,600	1,749,300	279,700	19.0%
Total Expenditures	\$11,999,869	\$11,010,231	\$11,813,700	\$13,801,100	\$13,622,300	(\$178,800)	(1.3%)

STAFFING HISTORY



HUMAN RESOURCES (0301)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		\$ Inc (Dec)	% Inc (Dec)	
				Actual 2010-11	Budget 2010-11			Budget 2011-12
101-0301-503.10-01	Salaries	243,716	130,741	154,400	154,200	157,300	3,100	2.0%
101-0301-503.18-01	Temporary Help	9,400	18,116	10,200	10,200	4,500	(5,700)	(55.9%)
101-0301-503.18-05	Overtime Civilian	0	0	0	700	700	0	0.0%
	Salaries	253,116	148,857	164,600	165,100	162,500	(2,600)	(1.6%)
101-0301-503.19-01	Workers Compensation	400	400	400	400	400	0	0.0%
101-0301-503.19-05	Medical Insurance	23,600	82,300	18,200	18,200	18,400	200	1.1%
101-0301-503.19-06	Medical Insurance-OnDuty Injury	82,200	0	87,200	87,200	87,800	600	0.7%
101-0301-503.19-10	IMRF	31,489	17,631	18,500	18,700	19,500	800	4.3%
101-0301-503.19-11	Social Security	14,558	9,343	10,300	10,300	10,100	(200)	(1.9%)
101-0301-503.19-12	Medicare	3,600	2,317	2,400	2,400	2,400	0	0.0%
101-0301-503.19-45	Retirement Medical	2,905	0	0	0	0	0	N/A
	Fringe Benefits	158,752	111,991	137,000	137,200	138,600	1,400	1.0%
101-0301-503.20-05	Professional Services	3,909	2,000	3,600	3,600	3,400	(200)	(5.6%)
101-0301-503.20-39	Data Processing	7,203	7,203	7,300	8,000	8,000	0	0.0%
101-0301-503.20-40	General Insurance	4,400	4,600	4,800	4,800	4,900	100	2.1%
101-0301-503.20-75	Examinations	25	0	0	200	200	0	0.0%
101-0301-503.21-02	Equipment Maintenance	34	34	100	100	100	0	0.0%
101-0301-503.21-65	Other Services	711	854	1,100	1,100	1,300	200	18.2%
101-0301-503.22-01	Advertising	1,630	1,012	1,000	1,000	1,000	0	0.0%
101-0301-503.22-02	Dues	2,135	1,009	1,000	1,000	1,000	0	0.0%
101-0301-503.22-03	Travel & Training	2,834	2,006	4,000	4,200	4,200	0	0.0%
101-0301-503.22-05	Postage	492	390	500	500	500	0	0.0%
101-0301-503.22-10	Printing	0	419	200	300	300	0	0.0%
101-0301-503.22-15	Photocopying	3,563	4,401	4,000	4,000	4,000	0	0.0%
101-0301-503.22-25	IT/GIS Service Charge	15,700	31,300	27,700	27,700	25,500	(2,200)	(7.9%)
	Contractual Services	42,636	55,228	55,300	56,500	54,400	(2,100)	(3.7%)
101-0301-503.30-01	Publications Periodicals	414	369	500	500	500	0	0.0%
101-0301-503.30-05	Office Supplies & Equip	2,013	1,838	2,000	2,000	2,000	0	0.0%
	Commodities	2,427	2,207	2,500	2,500	2,500	0	0.0%
101-0301-503.40-70	Employee Recognition Program	16,773	16,464	16,000	21,500	17,500	(4,000)	(18.6%)
	Other Charges	16,773	16,464	16,000	21,500	17,500	(4,000)	(18.6%)
	Total Human Resources	473,704	334,747	375,400	382,800	375,500	(7,300)	(1.9%)

HUMAN RESOURCES

General Fund

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1030	Human Resources Manager	C51	1.00	1.00	
1740	Administrative Assistant I	A13	1.00	1.00	
Total F-T-E General Fund			2.00	2.00	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund	2.00	2.00	
605 Health Insurance Fund	1.00	1.00	
615 Workers' Compensation Fund	1.00	1.00	
Total F-T-E All Funds	4.00	4.00	0.00

HUMAN RESOURCES

GENERAL FUND

EXPENDITURE DETAIL

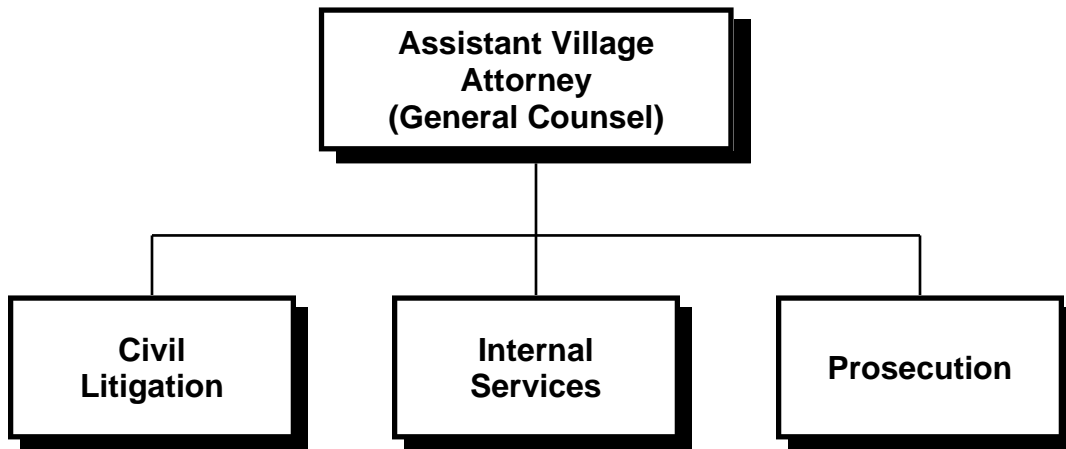
Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-0301-503.10-01	Salaries	Salaries	154,200		157,300	
101-0301-503.18-01	Temporary Help	Temporary Help	10,200		4,500	
101-0301-503.18-05	Overtime Civilian	Overtime Civilian	700		700	
TOTAL SALARIES			165,100		162,500	
FRINGE BENEFITS:						
101-0301-503.19-01	Workers' Compensation	Workers' Compensation Insurance	400		400	
101-0301-503.19-05	Medical Insurance	Medical Insurance	18,200		18,400	
101-0301-503.19-06	Med Ins On Duty Injury	Medical insurance premium for Police and Fire on duty Injury per PSEBA				
		Police (3)	51,300		46,400	
		Fire (4)	35,900	87,200	41,400	87,800
101-0301-503.19-10	IMRF	IMRF	18,700		19,500	
101-0301-503.19-11	Social Security	Social Security	10,300		10,100	
101-0301-503.19-12	Medicare	Medicare	2,400		2,400	
TOTAL FRINGE BENEFITS			137,200		138,600	
CONTRACTUAL SERVICES:						
101-0301-503.20-05	Professional Services	Training programs	3,600		3,400	
101-0301-503.20-39	Data Processing	Programming and support services for HR software program	8,000		8,000	
101-0301-503.20-40	General Insurance	Liability and property insurance	4,800		4,900	
101-0301-503.20-75	Examinations	Promotional exams	100		100	
		Candidate testing	100	200	100	200
101-0301-503.21-02	Equipment Maintenance	Maintenance of typewriters, calculators and computers	100		100	
101-0301-503.21-65	Other Services	Microfilming of records	400		0	
		Cell phone/computer phone card charges	700	1,100	1,300	1,300
101-0301-503.22-01	Advertising	Advertising	1,000		1,000	
101-0301-503.22-02	Dues	Dues	1,000		1,000	
101-0301-503.22-03	Travel & Training	Seminars	4,200		4,200	
101-0301-503.22-05	Postage	Postage	500		500	
101-0301-503.22-10	Printing	Printing of forms and manuals	300		300	

HUMAN RESOURCES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-0301-503.22-15	Photocopying	Photocopies, supplies & maintenance Lease of Xerox WC4150 copier	2,000 2,000	4,000	2,000 2,000	4,000
101-0301-503.22-25	IT/GIS Service Charge	Information Technology service charge		27,700		25,500
		TOTAL CONTRACTUAL SERVICES		56,500		54,400
COMMODITIES:						
101-0301-503.30-01	Publications/Periodicals	Miscellaneous publications		500		500
101-0301-503.30-05	Office Supplies & Equip.	General office supplies		2,000		2,000
		TOTAL COMMODITIES		2,500		2,500
OTHER CHARGES:						
101-0301-503.40-70	Employee Recognition Prg	Service awards & forum for recognition of employees		21,500		17,500
		TOTAL OTHER CHARGES		21,500		17,500
		TOTAL HUMAN RESOURCES		382,800		375,500



LEGAL

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

These services are provided by the Village Attorney and Village Prosecutor, who are appointed by the President and Board of Trustees, and attorneys and support personnel, who are appointed by the Village Manager.

The Legal Department is responsible for:

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

The Village is represented in court or before administrative agencies with quasi-judicial functions by the Village Attorney, Village Prosecutor, attorneys in the department or special counsel as may be required. Prosecution of traffic, misdemeanor and general municipal ordinance violations, civil suits to enjoin violation of ordinances, collection of debts owed the Village, court supervision of the special assessment process, defense of suits against the Village are common types of litigation handled or overseen by the Department.

2010-11 Status of Goals and Objectives

- ▶ **Continue to work with other departments in preparation and review of Village ordinances, agreements and other legal documents.** On-going.
- ▶ **Continue to update Municipal Code, Board of Trustees Policy Manual and Freedom of Information procedures.** On-going.
- ▶ **Continue to monitor legislation and educate Village staff as relevant legislation is passed.** On-going.
- ▶ **Continue to participate in multi-departmental groups to assist in the implementation of projects and events.** On-going.
- ▶ **Continue to monitor Freedom of Information Act requests and the FOIA process.** On-going.

2011-12 Goals and Objectives

- ▶ To efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ Continue to work with other departments in preparation and review of Village ordinances, agreements and other legal documents.
- ▶ Continue to update Municipal Code and Board of Trustees Policy Manual.
- ▶ Continue to monitor legislation and educate Village staff as relevant legislation is passed.
- ▶ Continue to participate in multi-departmental groups to assist in the implementation of projects and events.
- ▶ Continue to monitor Freedom of Information Act requests and the FOIA process, including implementation of FOIA amendments.

Performance Measures	Calendar Year		
	2008	2009	2010
1. Number of Code amendment packets issued	4	2	3
2. Number of Code sections amended	32	64	67
3. Number of ordinances amending the Code	15	18	16
4. Number of ordinances prepared and adopted	49	56	51
5. Number of resolutions prepared and adopted	44	38	28
6. Number of agreements prepared and adopted	n/a	n/a	20
7. Number of FOIA requests processed	458	494	871
8. Number of FOIA appeals	n/a	2	1
9. Number of FOIA denials in whole or in part	n/a	25	353
10. Number of foreclosures processed	n/a	n/a	414
11. Number of liquor license hearings prosecuted	n/a	7	11
12. Number of housing court cases prosecuted	n/a	22	18

OPERATION SUMMARY

LEGAL

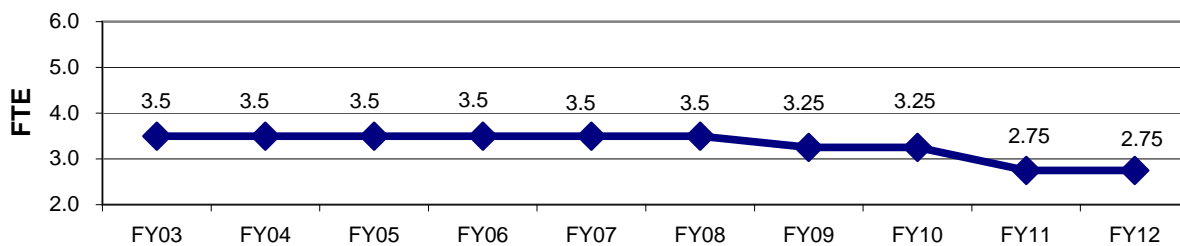
0401

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	3.25	3.25	2.75	2.75	2.75	0.00	0.0%
Expenditures							
Personal Services	\$391,225	\$373,287	\$367,400	\$366,300	\$363,400	(\$2,900)	(0.8%)
Contractual Services	326,851	247,632	274,200	275,700	291,500	15,800	5.7%
Commodities	19,363	19,587	13,300	14,800	10,300	(4,500)	(30.4%)
Other Charges	49,944	55,936	53,500	53,500	53,500	0	0.0%
Capital Items	0	0	0	0	6,500	6,500	N/A
Total Expenditures	\$787,383	\$696,442	\$708,400	\$710,300	\$725,200	\$14,900	2.1%

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$787,383	\$696,442	\$708,400	\$710,300	\$718,700	\$8,400	1.2%
401 Capital Projects Fund	0	0	0	0	6,500	6,500	N/A
Total Expenditures	\$787,383	\$696,442	\$708,400	\$710,300	\$725,200	\$14,900	2.1%

STAFFING HISTORY



LEGAL (0401)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-0401-503.10-01	Salaries	301,130	286,568	280,000	278,700	274,000	(4,700)	(1.7%)	
	Salaries	301,130	286,568	280,000	278,700	274,000	(4,700)	(1.7%)	
101-0401-503.19-01	Workers Compensation	600	600	600	600	600	0	0.0%	
101-0401-503.19-05	Medical Insurance	31,200	33,400	35,800	35,800	35,800	0	0.0%	
101-0401-503.19-10	IMRF	37,435	33,178	31,400	31,600	33,800	2,200	7.0%	
101-0401-503.19-11	Social Security	16,586	15,520	15,500	15,500	15,200	(300)	(1.9%)	
101-0401-503.19-12	Medicare	4,274	4,021	4,100	4,100	4,000	(100)	(2.4%)	
	Fringe Benefits	90,095	86,719	87,400	87,600	89,400	1,800	2.1%	
101-0401-503.20-10	Village Attorney Retainer	50,040	45,870	50,100	50,100	50,100	0	0.0%	
101-0401-503.20-15	Village Prosecutor Retain	50,040	45,870	50,100	50,100	50,100	0	0.0%	
101-0401-503.20-20	Legal Services	174,096	104,789	120,000	120,000	140,000	20,000	16.7%	
101-0401-503.20-40	General Insurance	2,300	2,400	2,500	2,500	2,600	100	4.0%	
101-0401-503.21-02	Equipment Maintenance	34	34	100	100	100	0	0.0%	
101-0401-503.21-65	Other Services	20,024	22,336	22,500	22,500	22,500	0	0.0%	
101-0401-503.22-02	Dues	2,397	2,387	2,500	2,500	2,500	0	0.0%	
101-0401-503.22-03	Travel & Training	2,679	1,704	3,000	3,000	3,000	0	0.0%	
101-0401-503.22-05	Postage	1,373	986	1,600	1,600	1,600	0	0.0%	
101-0401-503.22-15	Photocopying	4,268	3,856	4,500	6,000	3,100	(2,900)	(48.3%)	
101-0401-503.22-25	IT/GIS Service Charge	19,600	17,400	17,300	17,300	15,900	(1,400)	(8.1%)	
	Contractual Services	326,851	247,632	274,200	275,700	291,500	15,800	5.7%	
101-0401-503.30-01	Publications Periodicals	313	244	400	400	400	0	0.0%	
101-0401-503.30-05	Office Supplies & Equip	1,809	876	1,900	1,900	1,900	0	0.0%	
101-0401-503.33-05	Other Supplies	17,241	18,467	11,000	12,500	8,000	(4,500)	(36.0%)	
	Commodities	19,363	19,587	13,300	14,800	10,300	(4,500)	(30.4%)	
101-0401-503.40-74	Real Estate Tax	49,944	55,936	53,500	53,500	53,500	0	0.0%	
	Other Charges	49,944	55,936	53,500	53,500	53,500	0	0.0%	
	Total Legal Department	787,383	696,442	708,400	710,300	718,700	8,400	1.2%	

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1045	Ass't Vlg Attorney (Gen Counsel)	D63	1.00	1.00	
1050	Staff Attorney	C42	0.50	0.50	
1055	Paralegal	B23	0.50	0.50	
1735	Administrative Assistant II	B21	0.75	0.75	
Total F-T-E			2.75	2.75	0.00

LEGAL

GENERAL FUND

EXPENDITURE DETAIL

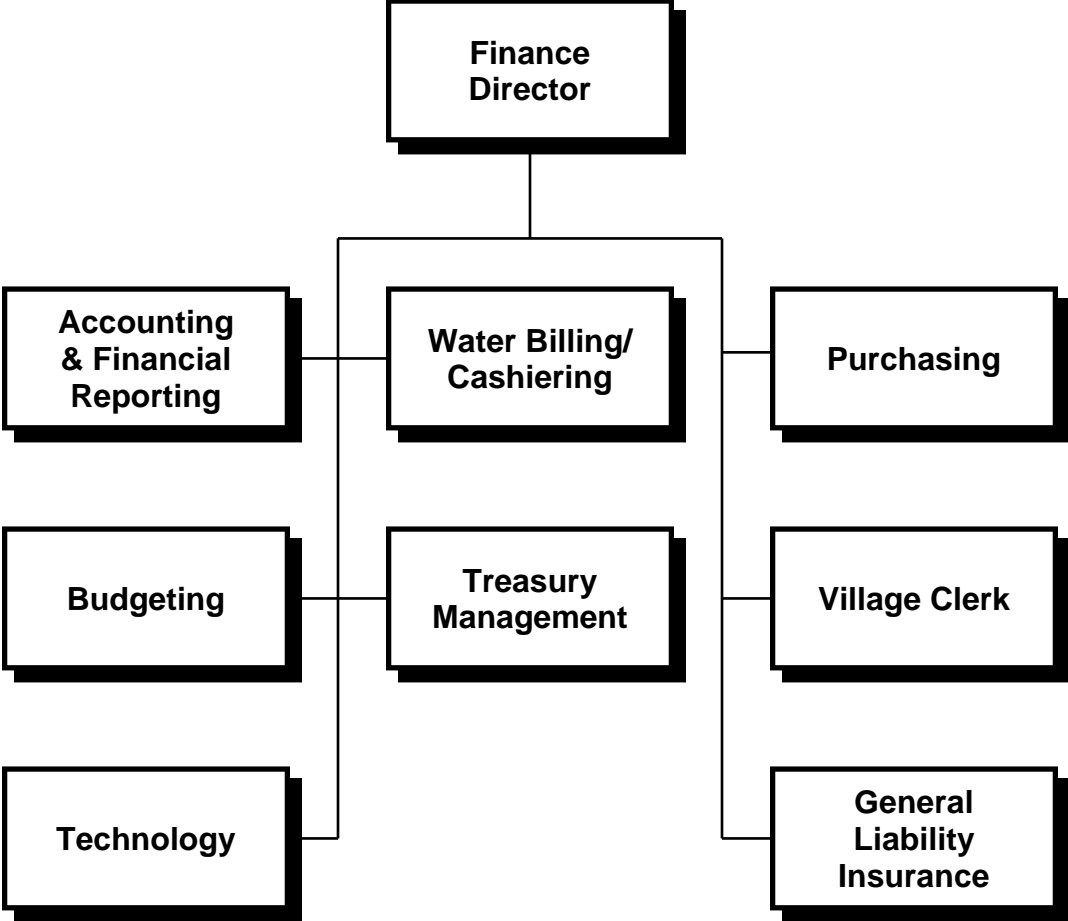
Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-0401-503.10-01	Salaries	Salaries		278,700		274,000
		TOTAL SALARIES		278,700		274,000
FRINGE BENEFITS:						
101-0401-503.19-01	Workers' Compensation	Workers' Compensation Insurance		600		600
101-0401-503.19-05	Medical Insurance	Medical Insurance		35,800		35,800
101-0401-503.19-10	IMRF	IMRF		31,600		33,800
101-0401-503.19-11	Social Security	Social Security		15,500		15,200
101-0401-503.19-12	Medicare	Medicare		4,100		4,000
		TOTAL FRINGE BENEFITS		87,600		89,400
CONTRACTUAL SERVICES:						
101-0401-503.20-10	Village Attorney Retainer	Retainer for attendance at Board meetings; weekly session with staff; counsel to Village President and Board of Trustees		50,100		50,100
101-0401-503.20-15	Village Prosecutor Retainer	Retainer for five sessions monthly in Cook County District Court in Rolling Meadows for prosecution of traffic and local ordinance violations, with add'l prosecution costs billed in A/C #20-20		50,100		50,100
101-0401-503.20-20	Legal Services	Litigation, prosecution and collective bargaining		120,000		140,000
101-0401-503.20-40	General Insurance	Liability and property insurance		2,500		2,600
101-0401-503.21-02	Equipment Maintenance	Maintenance of typewriter		100		100
101-0401-503.21-65	Other Services	Transcripts, appraisals, recording fees, title searches, miscellaneous services	9,500		9,500	
		Court reporters - DUI cases	13,000	22,500	13,000	22,500
101-0401-503.22-02	Dues	Dues		2,500		2,500
101-0401-503.22-03	Travel & Training	IMLA Meetings	2,000		2,000	
		Metropolitan travel	1,000	3,000	1,000	3,000
101-0401-503.22-05	Postage	Correspondence and notices		1,600		1,600
101-0401-503.22-15	Photocopying	Photocopies, supplies & maintenance	3,100		3,100	
		Lease of Cannon IR5070 copier	2,900	6,000	0	3,100

LEGAL

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
101-0401-503.22-25	IT/GIS Service Charge	Information Technology service charge	17,300	15,900
		TOTAL CONTRACTUAL SERVICES	275,700	291,500
COMMODITIES:				
101-0401-503.30-01	Publications/Periodicals	Miscellaneous publications	400	400
101-0401-503.30-05	Office Supplies & Equip.	General office supplies	1,900	1,900
101-0401-503.33-05	Other Supplies	Legal books, including statutes, digests and citations	12,500	8,000
		TOTAL COMMODITIES	14,800	10,300
OTHER CHARGES:				
101-0401-503.40-74	Real Estate Tax	Tax on Village property leased to commercial business	53,500	53,500
		TOTAL OTHER CHARGES	53,500	53,500
		TOTAL LEGAL	710,300	718,700



FINANCE

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

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

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

Payroll Services – Complete payroll services are provided including payroll services for the Library. **Technology** – The Finance Director provides overall management and direction for the Information Technology and the Geographic Information Systems Operations.

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

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

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

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

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

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

2010-11 Status of Goals and Objectives

1. **To efficiently manage the Village's resources and implement opportunities to reduce spending.** Worked with the Village Manager and Department Heads to develop proposed revenue enhancements and expenditure cuts for Board consideration, resulting in a plan to reduce projected FY2012 General Fund expenditures by at least \$1.4 million. Finance staff also participated in a multi-department analysis of a voluntary retirement incentive program which was subsequently approved by the Board.
2. **Balance the budget. (Village Board Goal #4)**
 - ▶ **Continue to work with the Planning & Community Development Department on economic development agreements to bring new sales tax generating businesses to the Village.** Continued to work with the Planning & Community Department on land acquisition and redevelopment of property located in TIF IV and V.
 - ▶ **Continually evaluate the cost and allocation of Village services.** The annual multi-year financial projections were completed for the General and Water & Sewer Funds. Staff also prepared in-depth mid-year revenue and expenditure projections for the General Fund, which were used as a basis for Village Board policy decisions on expenditure cuts and revenue enhancements in developing the FY2012 General Fund budget ceiling.
 - ▶ **Decentralize the duplicating, mail and office supply services program.** The Mailroom was decentralized by eliminating the Finance Department's Mail/Copy Room Clerk position, requiring each Department to be responsible for their own mail pick-up and distribution, copy projects, and supplies.
3. **Continue high level of essential services. (Village Board Goal #5)**
 - ▶ **Continue to investigate additional services or service improvements that can be provided by the Finance Department.** Finance/IT personnel moved the Village's HTE accounting software to a "cloud computing" platform. This resulted in a reduction in computer hardware costs and personnel savings.
 - ▶ **Re-number and re-date the permanent Minute Books in the vault.** This project was completed and it involved updating over 100 historical books, providing improved record keeping efficiency in the secured record area.
 - ▶ **Obtain the GFOA Certificate of Excellence for the Comprehensive Annual Financial Report and the GFOA Distinguished Budget Award.** Obtained Certificate of Excellence for the Comprehensive Annual Financial Report for the 2009 fiscal year and applied for fiscal year 2010. Obtained Distinguished Budget Award for the fiscal year 2011 Operating Budget.
 - ▶ **Continue the development of funding plans for infrastructure repair and replacement.** Developed the FY2012-FY2016 Capital Improvement Program along with the CIP Committee.

4. **Continually review and revise department procedures to improve the efficiency and effectiveness of department services. (Village Board Goal #5)**
 - ▶ **Increase direct deposit of paychecks to 80%.** Increased the use of direct deposit pay of paychecks to 81%.
 - ▶ **Increase automated water bill payment by ACH to 30%.** Achieved a 26% use of water bill payment by ACH.

2011-12 Goals and Objectives

1. To efficiently manage the Village's resources and implement opportunities to reduce spending.
2. Balance the budget. (Village Board Goal #4)
 - ▶ Continue to work with the Planning & Community Development Department on economic development agreements to bring new sales tax generating businesses to the Village.
 - ▶ Continually evaluate the cost and allocation of Village services.
3. Continue high level of essential services. (Village Board Goal #5)
 - ▶ Continue to investigate additional services or service improvements that can be provided by the Finance Department.
 - ▶ Develop a new Village Clerk database system that allows for read-only access by other departments and the retention of existing data.
 - ▶ Obtain the GFOA Certificate of Excellence for the Comprehensive Annual Financial Report and the GFOA Distinguished Budget Award.
 - ▶ Continue the development of funding plans for infrastructure repair and replacement.
4. Continually review and revise department procedures to improve the efficiency and effectiveness of department services. (Village Board Goal #5)
 - ▶ Increase direct deposit of paychecks to 85%.
 - ▶ Increase automated water bill payment by ACH to 30%.
 - ▶ Review the pros and cons of changing the Village's fiscal year to a calendar year basis.
 - ▶ Complete an analysis of the funding position of the Fleet Fund by department.

Performance Measures

	FY2008	FY2009	FY2010
1. Number and Type of Payment Transaction			
Vehicle Stickers			
At counter/drop box/mail	44,250	42,533	43,263
Through banks/currency exchanges	1,863	1,287	711
Water Bills Transactions			
Through lockbox (closed 7/2009)	19,453	8,180	1,677
By direct bank debit (ACH)	28,068	31,638	32,358
Electronic lockbox (ACH) (began 3/2010)	0	0	1,241
Internet payments	2,247	2,463	2,730
At counter/drop box/mail	<u>74,435</u>	<u>88,418</u>	<u>91,809</u>
Total Water Bill Transactions	124,203	130,699	129,815
% Water bills – lockbox	16%	6%	1%
% Water bills – bank debit (ACH)	23%	24%	25%
% Water bills – electronic lockbox (ACH)	0%	0%	1%
% Water bills – Internet	2%	2%	2%
% Water bills – at counter/drop box/mail	60%	68%	71%
Parking tickets			
At counter/drop box/mail	10,882	10,890	7,886
Internet payments	<u>601</u>	<u>1,843</u>	<u>2,053</u>
	11,483	12,733	9,939
% parking tickets – Internet payments	5%	14%	21%
2. Credit Card Payments			
# of transactions	11,249	15,138	16,595
Total payments	\$1,226,721	\$1,285,322	\$1,561,779
Total fees	\$31,663	\$34,989	\$30,098
Average fee %	2.58%	2.72%	1.93%
Average transaction	\$109.05	\$84.91	\$94.11
Average Visa/MasterCard fee %	2.515%	2.648%	1.920%
Average Visa/MasterCard transaction fee	\$0.0075	\$0.0075	\$0
3. Number of Vehicle Stickers Issued			
Passenger/recreational	48,150	49,557	48,515
Trucks	2,530	2,531	2,399
Motorcycles	<u>426</u>	<u>441</u>	<u>442</u>
Total Vehicle Stickers	51,106	52,529	51,356
4. Water Billing Activity			
# of metered accounts	20,829	20,858	20,874
Water consumption billed (1,000 gallons)			
Residential	1,858,474	1,720,472	1,696,115
Commercial	851,539	804,634	834,398
Industrial	78,315	82,632	71,097
Apartments	<u>19,320</u>	<u>19,884</u>	<u>22,957</u>
Total Consumption Billed	2,807,648	2,627,622	2,624,567
Water/sewer revenues	\$11,179,125	\$ 9,958,687	\$10,912,121

Performance Measures (cont.)

	FY2008	FY2009	FY2010
5. Purchasing			
# of purchase orders processed	1,420	1,286	1,158
# of field purchase orders	5,069	4,841	4,146
\$ amount of purchase orders processed	\$19,169,506	\$18,999,087	\$15,763,594
\$ amount of field purchase orders	<u>1,532,471</u>	<u>1,581,742</u>	<u>1,340,407</u>
Total amount of purchase order transactions	\$20,701,976	\$20,580,829	\$17,104,001
# of formal bids/RFP's	42	50	43
\$ amount of formal bids/RFP's	\$13,310,978	\$11,205,536	\$9,843,890
% amount formal bids/RFP's	64%	54%	58%
\$ amount saved by competitive bidding	\$1,137,788	\$1,731,633	\$1,228,604
6. Checks Issued			
Accounts payable checks issued	7,704	7,450	6,988
Payroll: # of checks issued	5,977	5,645	5,027
# of direct deposits	20,400	19,964	21,144
% of payroll as direct deposits	77%	78%	81%
7. Cash and Investments			
Cash	\$ 962,651	\$ 2,801,051	\$ 2,278,281
Investments	<u>88,304,419</u>	<u>83,459,072</u>	<u>87,073,640</u>
Total	\$89,267,070	\$86,260,123	\$89,351,921
% of funds invested	98.9%	96.8%	97.5%
8. Village Clerk			
Processing of:			
Ordinances	49	56	51
Resolutions	37	38	28
Agreements	30	27	20
Ethics Forms:			
Village	140	140	137
County	85	85	85
Transcribing of Village Board Minutes	24	24	24
9. GFOA Certifications			
a. Certificate of Achievement for Excellence In Financial Reporting	Received	Received	Received
b. Distinguished Budget Presentation Award	Received	Received	Received

OPERATION SUMMARY

FINANCE (Including Village Clerk, IT & GIS)

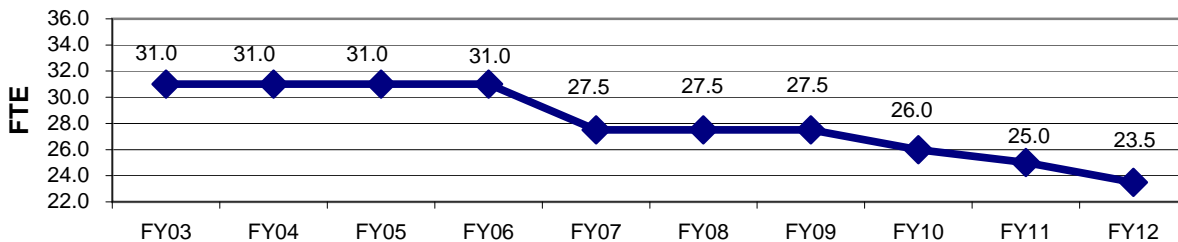
0501

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	27.5	26.0	25.0	25.0	23.5	(1.5)	(6.0%)
Expenditures							
Personal Services	\$2,690,329	\$2,713,999	\$2,681,800	\$2,762,400	\$2,613,600	(\$148,800)	(5.4%)
Contractual Services	1,266,730	1,212,125	1,352,900	1,415,400	1,363,000	(52,400)	(3.7%)
Commodities	77,909	90,538	104,800	124,100	118,400	(5,700)	(4.6%)
Other Charges	293,527	371,636	1,238,400	1,399,250	492,500	(906,750)	(64.8%)
Capital Items	389,530	337,231	242,800	283,712	286,800	3,088	1.1%
Total Expenditures	\$4,718,025	\$4,725,529	\$5,620,700	\$5,984,862	\$4,874,300	(\$1,110,562)	(18.6%)

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund - Finance	\$1,415,595	\$1,377,522	\$1,332,700	\$1,352,500	\$1,457,700	\$105,200	7.8%
101 General Fund - Vill Clk	182,888	184,963	186,100	192,100	0	(192,100)	(100.0%)
401 Capital Projects Fund	115,199	178,827	82,800	82,712	65,000	(17,712)	(21.4%)
505 Water & Sewer Fund	881,097	966,369	952,400	1,026,200	1,022,900	(3,300)	(0.3%)
611 General Liability Ins Fund	615,037	649,822	1,689,700	1,819,050	918,200	(900,850)	(49.5%)
625 Technology Fund - IT/GIS	1,508,209	1,368,026	1,377,000	1,512,300	1,410,500	(101,800)	(6.7%)
Total Expenditures	\$4,718,025	\$4,725,529	\$5,620,700	\$5,984,862	\$4,874,300	(\$1,110,562)	(18.6%)

STAFFING HISTORY



FINANCE - ADMINISTRATION (0501)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-0501-503.10-01	Salaries	778,300	792,267	754,400	751,600	830,200	78,600	10.5%	
101-0501-503.18-01	Temporary Help	10,490	323	0	5,000	5,000	0	0.0%	
101-0501-503.18-05	Overtime Civilian	1,260	0	0	2,700	2,800	100	3.7%	
	Salaries	790,050	792,590	754,400	759,300	838,000	78,700	10.4%	
101-0501-503.19-01	Workers Compensation	2,000	2,100	2,200	2,200	2,400	200	9.1%	
101-0501-503.19-05	Medical Insurance	118,900	109,900	102,900	102,900	120,600	17,700	17.2%	
101-0501-503.19-10	IMRF	96,912	91,543	84,600	85,400	102,900	17,500	20.5%	
101-0501-503.19-11	Social Security	44,956	44,909	43,700	44,200	48,800	4,600	10.4%	
101-0501-503.19-12	Medicare	11,146	11,197	10,900	11,100	12,200	1,100	9.9%	
	Fringe Benefits	273,914	259,649	244,300	245,800	286,900	41,100	16.7%	
101-0501-503.20-05	Professional Services	42,560	33,460	35,000	41,000	41,000	0	0.0%	
101-0501-503.20-40	General Insurance	12,300	12,900	13,500	13,500	15,400	1,900	14.1%	
101-0501-503.21-02	Equipment Maintenance	2,940	4,488	4,500	5,000	5,600	600	12.0%	
101-0501-503.21-65	Other Services	128,334	120,549	128,000	128,200	104,800	(23,400)	(18.3%)	
101-0501-503.22-01	Advertising	5,586	3,870	5,000	6,200	5,100	(1,100)	(17.7%)	
101-0501-503.22-02	Dues	4,160	3,375	3,400	3,100	3,600	500	16.1%	
101-0501-503.22-03	Travel & Training	6,326	5,968	6,500	7,100	8,300	1,200	16.9%	
101-0501-503.22-05	Postage	33,196	34,897	35,000	35,100	36,400	1,300	3.7%	
101-0501-503.22-10	Printing	22,038	21,955	22,000	22,400	20,500	(1,900)	(8.5%)	
101-0501-503.22-15	Photocopying	14,448	11,523	12,000	15,000	13,000	(2,000)	(13.3%)	
101-0501-503.22-25	IT/GIS Service Charge	49,700	44,600	44,400	44,400	50,500	6,100	13.7%	
101-0501-503.22-30	Claims & Refunds	375	0	100	500	500	0	0.0%	
101-0501-503.22-37	Vehicle/Equip Lease Charge	3,700	4,000	0	0	0	0	N/A	
	Contractual Services	325,663	301,585	309,400	321,500	304,700	(16,800)	(5.2%)	
101-0501-503.30-01	Publications Periodicals	1,474	1,604	1,000	1,300	1,700	400	30.8%	
101-0501-503.30-05	Office Supplies & Equip	17,721	14,589	16,000	17,000	18,000	1,000	5.9%	
101-0501-503.30-25	Licensing Supplies	6,698	7,266	7,500	7,100	7,900	800	11.3%	
101-0501-503.30-50	Petroleum Products	75	124	0	0	0	0	N/A	
101-0501-503.33-05	Other Supplies	0	115	100	500	500	0	0.0%	
	Commodities	25,968	23,698	24,600	25,900	28,100	2,200	8.5%	
	Total Finance Administration	1,415,595	1,377,522	1,332,700	1,352,500	1,457,700	105,200	7.8%	

FINANCE - VILLAGE CLERK (0509)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-0509-503.10-01	Salaries	112,888	114,770	115,000	115,300	0	(115,300)	(100.0%)	
101-0509-503.18-05	Overtime Civilian	616	0	0	800	0	(800)	(100.0%)	
	Salaries	113,504	114,770	115,000	116,100	0	(116,100)	(100.0%)	
101-0509-503.19-01	Workers Compensation	100	100	100	100	0	(100)	(100.0%)	
101-0509-503.19-05	Medical Insurance	30,200	32,400	34,800	34,800	0	(34,800)	(100.0%)	
101-0509-503.19-10	IMRF	14,035	13,265	12,900	13,100	0	(13,100)	(100.0%)	
101-0509-503.19-11	Social Security	6,650	6,750	7,200	7,300	0	(7,300)	(100.0%)	
101-0509-503.19-12	Medicare	1,556	1,579	1,700	1,700	0	(1,700)	(100.0%)	
	Fringe Benefits	52,541	54,094	56,700	57,000	0	(57,000)	(100.0%)	
101-0509-503.20-40	General Insurance	1,300	1,400	1,500	1,500	0	(1,500)	(100.0%)	
101-0509-503.21-02	Equipment Maintenance	489	509	600	600	0	(600)	(100.0%)	
101-0509-503.21-65	Other Services	38	160	200	100	0	(100)	(100.0%)	
101-0509-503.22-01	Advertising	120	439	500	700	0	(700)	(100.0%)	
101-0509-503.22-02	Dues	280	294	300	400	0	(400)	(100.0%)	
101-0509-503.22-03	Travel & Training	172	709	100	800	0	(800)	(100.0%)	
101-0509-503.22-05	Postage	1,006	938	1,100	1,500	0	(1,500)	(100.0%)	
101-0509-503.22-10	Printing	0	137	200	300	0	(300)	(100.0%)	
101-0509-503.22-15	Photocopying	3,451	3,103	1,500	4,000	0	(4,000)	(100.0%)	
101-0509-503.22-25	IT/GIS Service Charge	7,800	6,900	6,900	6,900	0	(6,900)	(100.0%)	
	Contractual Services	14,656	14,589	12,900	16,800	0	(16,800)	(100.0%)	
101-0509-503.30-01	Publications Periodicals	617	637	500	500	0	(500)	(100.0%)	
101-0509-503.30-05	Office Supplies & Equip	1,570	873	1,000	1,700	0	(1,700)	(100.0%)	
	Commodities	2,187	1,510	1,500	2,200	0	(2,200)	(100.0%)	
	Total Village Clerk	182,888	184,963	186,100	192,100	0	(192,100)	(100.0%)	
	Total Finance Department	1,598,483	1,562,485	1,518,800	1,544,600	1,457,700	(86,900)	(5.6%)	

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1060	Finance Director	D71	1.00	1.00	
1065	Deputy Finance Director	D61	1.00	1.00	
1080	Chief Accountant	C43	1.00	1.00	
1085	Accountant	C41	2.00	2.00	
1087	Budget Coordinator	B23	1.00	1.00	
1105	Village Clerk	B23	1.00	1.00	
1703	Purchasing Clerk	B21	1.00	1.00	
1704	Payroll Specialist	B21	1.00	1.00	
1740	Administrative Assistant I	A13	0.50	0.00	(0.50)
Total F-T-E General Fund			9.50	9.00	(0.50)

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund	9.50	9.00	(0.50)
505 Water & Sewer Fund	8.50	8.50	
625 Technology Fund			
IT	6.00	5.00	(1.00)
GIS	1.00	1.00	
Total F-T-E All Funds	25.00	23.50	(1.50)

FINANCE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-0501-503.10-01	Salaries	Salaries	751,600		830,200	
101-0501-503.18-01	Temporary Help	Temporary Help	5,000		5,000	
101-0501-503.18-05	Overtime Civilian	Overtime Civilian	2,700		2,800	
TOTAL SALARIES			759,300		838,000	
FRINGE BENEFITS:						
101-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance	2,200		2,400	
101-0501-503.19-05	Medical Insurance	Medical Insurance	102,900		120,600	
101-0501-503.19-10	IMRF	IMRF	85,400		102,900	
101-0501-503.19-11	Social Security	Social Security	44,200		48,800	
101-0501-503.19-12	Medicare	Medicare	11,100		12,200	
TOTAL FRINGE BENEFITS			245,800		286,900	
CONTRACTUAL SERVICES:						
101-0501-503.20-05	Professional Services	Pension actuarial	6,300		6,300	
		Annual audit (governmental funds share)	30,400		30,400	
		Annual actuarial valuation of post employment benefits (governmental funds share)	4,300	41,000	4,300	41,000
101-0501-503.20-40	General Insurance	Liability and property insurance	13,500		15,400	
101-0501-503.21-02	Equipment Maintenance	Alarm, cash registers, check signer, postage scale & meter, microcomputers, typewriters and binding machine	5,000		5,600	
101-0501-503.21-65	Other Services	GFOA CAFR certificate fee	600		600	
		GFOA budget certificate fee	500		500	
		EVARE annual fee	2,300		3,200	
		Title searches	500		500	
		Cell phone charges	900		900	
		Credit card processing fees	12,200		12,400	
		Bank service fees	11,200		11,500	
		Annual safe deposit fee	0		200	
		Ambulance billing services	100,000	128,200	75,000	104,800
101-0501-503.22-01	Advertising	Bid advertising	1,900		1,900	
		Hearing notices	1,000		1,700	
		Annual Treasurers Report	3,300	6,200	1,500	5,100
101-0501-503.22-02	Dues	NIGP, GFOA, IMT, CPA, AICPA	3,100		3,600	

FINANCE

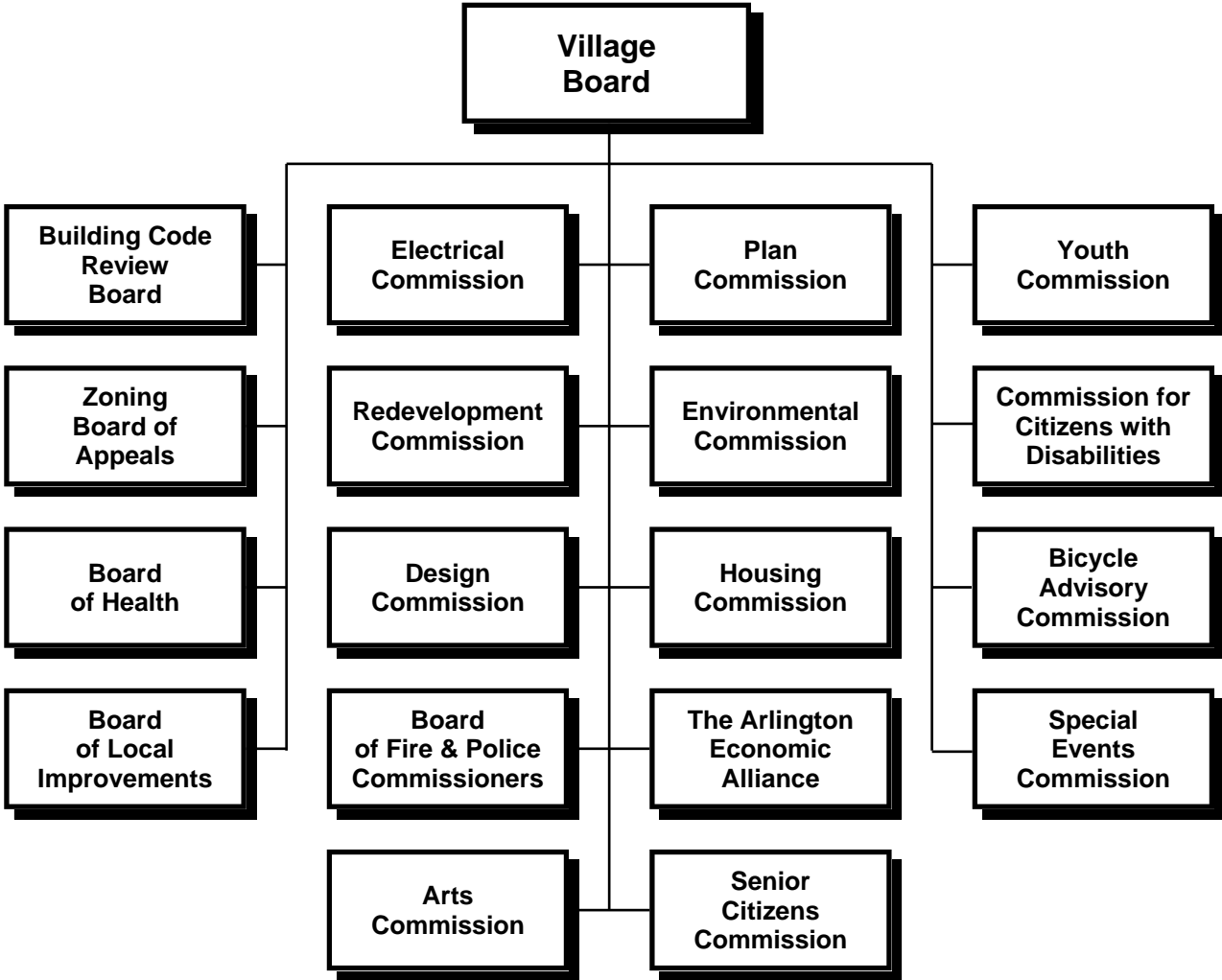
GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-0501-503.22-03	Travel & Training	GFOA and IGFOA programs	2,700		2,700	
		Purchasing programs	1,500		1,500	
		National GFOA Committee	800		800	
		Tuition reimbursement	1,100		1,500	
		Municipal Clerks' Conference	0		800	
		Seminars	1,000	7,100	1,000	8,300
101-0501-503.22-05	Postage	Vehicle licenses, disbursement checks, purchase orders, bids, special assessments, billings, shipping of magnetic tapes & miscellaneous		35,100		36,400
101-0501-503.22-10	Printing	Comprehensive Annual Financial Report	2,000		2,000	
		Annual Budget	3,200		3,200	
		Printing of forms and checks	1,500		1,500	
		Clerk's ordinances & envelopes	0		200	
		Vehicle/animal applications	15,700	22,400	13,600	20,500
101-0501-503.22-15	Photocopying	Photocopies, supplies & maintenance	12,700		12,500	
		Lease of Xerox WC4118P copier	500		500	
		Lease of Konica Minolta BH500 copier	1,800	15,000	0	13,000
101-0501-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		44,400		50,500
101-0501-503.22-30	Claims & Refunds	Claims and refunds		500		500
		TOTAL CONTRACTUAL SERVICES		321,500		304,700
COMMODITIES:						
101-0501-503.30-01	Publications/Periodicals	Miscellaneous publications		1,300		1,700
101-0501-503.30-05	Office Supplies & Equip.	General office supplies and small equipment		17,000		18,000
101-0501-503.30-25	Licensing Supplies	Vehicle stickers	4,900		5,700	
		Dog tags & motorcycle tags	1,100		1,000	
		Taxi licensing supplies	1,100	7,100	1,200	7,900
101-0501-503.33-05	Other Supplies	Miscellaneous commodities		500		500
		TOTAL COMMODITIES		25,900		28,100
		TOTAL FINANCE		1,352,500		1,457,700

BOARDS & COMMISSIONS

ORGANIZATION STRUCTURE



BOARDS & COMMISSIONS

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

Appointive Boards & Commissions

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

Other Boards & Commissions

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

OPERATION SUMMARY

BOARDS & COMMISSIONS

1001

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Expenditures							
Personal Services	\$5,792	\$6,551	\$11,400	\$11,600	\$11,400	(\$200)	(1.7%)
Contractual Services	205,614	130,205	122,100	130,900	103,000	(27,900)	(21.3%)
Commodities	1,616	1,229	3,500	5,200	4,700	(500)	(9.6%)
Other Charges	155,704	83,368	79,800	91,900	131,600	39,700	43.2%
Capital Items	0	0	0	0	0	0	N/A
Total Expenditures	\$368,726	\$221,353	\$216,800	\$239,600	\$250,700	\$11,100	4.6%

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$319,993	\$170,542	\$167,400	\$178,100	\$159,900	(\$18,200)	(10.2%)
515 A & E Fund	48,733	50,811	49,400	61,500	90,800	29,300	47.6%
Total Expenditures	\$368,726	\$221,353	\$216,800	\$239,600	\$250,700	\$11,100	4.6%

BOARDS & COMMISSIONS - ADMINISTRATION (1001)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1001-502.20-40	General Insurance	2,100	2,200	2,300	2,300	2,400	100	4.3%
101-1001-502.22-02	Dues - Greater Woodfield	153,000	102,300	81,600	81,600	53,600	(28,000)	(34.3%)
	Contractual Services	155,100	104,500	83,900	83,900	56,000	(27,900)	(33.3%)
101-1001-502.40-05	Grants - Arl Hts Com Con Band	7,000	7,000	6,100	6,100	6,200	100	1.6%
	Other Charges	7,000	7,000	6,100	6,100	6,200	100	1.6%
	Total B & C Administration	162,100	111,500	90,000	90,000	62,200	(27,800)	(30.9%)

ZONING BOARD OF APPEALS (1003)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1003-502.10-03	Boards and Commissions	926	450	1,700	1,700	1,700	0	0.0%
	Salaries	926	450	1,700	1,700	1,700	0	0.0%
101-1003-502.19-11	Social Security	57	28	100	100	100	0	0.0%
101-1003-502.19-12	Medicare	13	7	100	100	100	0	0.0%
	Fringe Benefits	70	35	200	200	200	0	0.0%
101-1003-502.22-15	Photocopying	279	62	800	800	800	0	0.0%
	Contractual Services	279	62	800	800	800	0	0.0%
101-1003-502.30-05	Office Supplies & Equip	396	0	200	200	200	0	0.0%
	Commodities	396	0	200	200	200	0	0.0%
	Total Zoning Brd of Appeals	1,671	547	2,900	2,900	2,900	0	0.0%

BUILDING CODE REVIEW BOARD (1004)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1004-502.10-03	Boards and Commissions	625	1,525	1,800	1,200	1,200	0	0.0%
	Salaries	625	1,525	1,800	1,200	1,200	0	0.0%
101-1004-502.19-11	Social Security	39	95	100	100	100	0	0.0%
101-1004-502.19-12	Medicare	9	22	100	100	100	0	0.0%
	Fringe Benefits	48	117	200	200	200	0	0.0%
101-1004-502.22-03	Travel & Training	100	0	0	100	100	0	0.0%
	Contractual Services	100	0	0	100	100	0	0.0%
101-1004-502.30-05	Office Supplies & Equip	200	0	0	100	100	0	0.0%
101-1004-502.32-80	Books	100	0	0	500	0	(500)	(100.0%)
	Commodities	300	0	0	600	100	(500)	(83.3%)
Total Bldg Code Review Brd		1,073	1,642	2,000	2,100	1,600	(500)	(23.8%)

BOARD OF LOCAL IMPROVEMENTS (1007)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1007-502.10-03	Boards and Commissions	225	515	800	800	800	0	0.0%
	Salaries	225	515	800	800	800	0	0.0%
101-1007-502.19-11	Social Security	14	32	100	100	100	0	0.0%
101-1007-502.19-12	Medicare	3	7	100	100	100	0	0.0%
	Fringe Benefits	17	39	200	200	200	0	0.0%
Total Brd of Local Improv		242	554	1,000	1,000	1,000	0	0.0%

BOARD OF FIRE AND POLICE COMMISSIONERS (1008)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-1008-502.10-03	Boards and Commissions	1,715	835	1,500	1,500	1,500	0	0.0%	
	Salaries	1,715	835	1,500	1,500	1,500	0	0.0%	
101-1008-502.19-11	Social Security	106	52	100	100	100	0	0.0%	
101-1008-502.19-12	Medicare	25	12	100	100	100	0	0.0%	
	Fringe Benefits	131	64	200	200	200	0	0.0%	
101-1008-502.20-75	Examinations	37,381	17,536	25,000	25,900	25,900	0	0.0%	
101-1008-502.22-01	Advertising	500	890	0	1,000	1,000	0	0.0%	
101-1008-502.22-02	Dues	375	375	400	400	400	0	0.0%	
101-1008-502.22-05	Postage	25	0	100	200	200	0	0.0%	
101-1008-502.22-15	Photocopying	118	13	100	100	100	0	0.0%	
	Contractual Services	38,399	18,814	25,600	27,600	27,600	0	0.0%	
Total Fire & Police Comm		40,245	19,713	27,300	29,300	29,300	0	0.0%	

PLAN COMMISSION (1009)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-1009-502.10-03	Boards and Commissions	1,305	1,820	3,400	3,400	3,400	0	0.0%	
	Salaries	1,305	1,820	3,400	3,400	3,400	0	0.0%	
101-1009-502.19-11	Social Security	81	113	200	200	200	0	0.0%	
101-1009-502.19-12	Medicare	19	26	100	100	100	0	0.0%	
	Fringe Benefits	100	139	300	300	300	0	0.0%	
101-1009-502.22-02	Dues	745	69	200	200	200	0	0.0%	
101-1009-502.22-03	Travel & Training	0	0	500	500	500	0	0.0%	
101-1009-502.22-15	Photocopying	1,543	1,420	4,000	4,000	4,000	0	0.0%	
	Contractual Services	2,288	1,489	4,700	4,700	4,700	0	0.0%	
Total Plan Commission		3,693	3,448	8,400	8,400	8,400	0	0.0%	

ENVIRONMENTAL COMMISSION (1010)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1010-502.10-03	Boards and Commissions	585	940	900	1,700	1,500	(200)	(11.8%)
	Salaries	585	940	900	1,700	1,500	(200)	(11.8%)
101-1010-502.19-11	Social Security	36	58	100	100	100	0	0.0%
101-1010-502.19-12	Medicare	9	14	100	100	100	0	0.0%
	Fringe Benefits	45	72	200	200	200	0	0.0%
101-1010-502.22-05	Postage	17	7	0	100	100	0	0.0%
101-1010-502.22-10	Printing	0	0	0	400	400	0	0.0%
101-1010-502.22-15	Photocopying	3	61	100	100	100	0	0.0%
	Contractual Services	20	68	100	600	600	0	0.0%
101-1010-502.30-05	Office Supplies & Equip	310	0	100	100	100	0	0.0%
	Commodities	310	0	100	100	100	0	0.0%
Total Environmental Commission		960	1,080	1,300	2,600	2,400	(200)	(7.7%)

HOUSING COMMISSION (1011)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1011-502.22-03	Travel & Training	0	0	100	100	100	0	0.0%
101-1011-502.22-05	Postage	0	0	100	100	100	0	0.0%
101-1011-502.22-15	Photocopying	111	155	200	200	200	0	0.0%
	Contractual Services	111	155	400	400	400	0	0.0%
101-1011-502.33-05	Other Supplies	127	375	300	300	300	0	0.0%
	Commodities	127	375	300	300	300	0	0.0%
101-1011-502.40-05	Grants	13,000	12,825	14,000	14,000	14,300	300	2.1%
	Other Charges	13,000	12,825	14,000	14,000	14,300	300	2.1%
Total Housing Commission		13,238	13,355	14,700	14,700	15,000	300	2.0%

ELECTRICAL COMMISSION (1012)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1012-502.22-03	Travel & Training	0	0	0	200	200	0	0.0%
	Contractual Services	0	0	0	200	200	0	0.0%
101-1012-502.30-05	Office Supplies & Equip	0	0	0	100	100	0	0.0%
101-1012-502.32-80	Books	0	0	0	400	400	0	0.0%
	Commodities	0	0	0	500	500	0	0.0%
Total Electrical Commission		0	0	0	700	700	0	0.0%

SENIOR CITIZENS COMMISSION (1013)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1013-502.22-01	Advertising	1,072	345	200	400	400	0	0.0%
101-1013-502.22-03	Travel & Training	0	0	100	0	0	0	N/A
101-1013-502.22-05	Postage	165	94	500	500	500	0	0.0%
101-1013-502.22-10	Printing	800	0	0	0	0	0	N/A
101-1013-502.22-15	Photocopying	501	157	300	300	300	0	0.0%
	Contractual Services	2,538	596	1,100	1,200	1,200	0	0.0%
101-1013-502.30-05	Office Supplies & Equip	135	157	300	300	300	0	0.0%
101-1013-502.33-05	Other Supplies	48	0	400	400	400	0	0.0%
	Commodities	183	157	700	700	700	0	0.0%
Total Senior Citizen Comm		2,721	753	1,800	1,900	1,900	0	0.0%

YOUTH COMMISSION (1014)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-1014-502.22-05	Postage	37	8	0	100	100	0	0.0%	
101-1014-502.22-10	Printing	0	0	0	100	100	0	0.0%	
101-1014-502.22-15	Photocopying	0	0	0	200	200	0	0.0%	
	Contractual Services	37	8	0	400	400	0	0.0%	
	Total Youth Commission	37	8	0	400	400	0	0.0%	

DESIGN COMMISSION (1015)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-1015-502.22-15	Photocopying	354	274	0	500	500	0	0.0%	
	Contractual Services	354	274	0	500	500	0	0.0%	
	Total Design Commission	354	274	0	500	500	0	0.0%	

COMMISSION FOR CITIZENS WITH DISABILITIES (1017)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-1017-502.20-24	Disabled Citizen Programs	216	1,369	1,000	1,300	1,500	200	15.4%	
101-1017-502.22-03	Travel & Training	0	0	100	300	300	0	0.0%	
101-1017-502.22-05	Postage	447	234	500	600	500	(100)	(16.7%)	
101-1017-502.22-15	Photocopying	535	192	100	600	500	(100)	(16.7%)	
	Contractual Services	1,198	1,795	1,700	2,800	2,800	0	0.0%	
101-1017-502.33-05	Other Supplies	0	225	200	300	300	0	0.0%	
	Commodities	0	225	200	300	300	0	0.0%	
101-1017-502.40-58	Disabled Citizen Donation	1,000	1,000	1,000	1,000	1,000	0	0.0%	
	Other Charges	1,000	1,000	1,000	1,000	1,000	0	0.0%	
	Total Disabilities Comm	2,198	3,020	2,900	4,100	4,100	0	0.0%	

SPECIAL EVENTS COMMISSION (1018)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-1018-502.21-65	Other Services	162	79	0	500	500	0	0.0%	
101-1018-502.22-01	Advertising	2,550	200	0	500	500	0	0.0%	
101-1018-502.22-05	Postage	258	726	100	1,500	1,500	0	0.0%	
101-1018-502.22-10	Printing	0	0	600	1,500	1,500	0	0.0%	
101-1018-502.22-15	Photocopying	0	0	500	500	500	0	0.0%	
	Contractual Services	2,970	1,005	1,200	4,500	4,500	0	0.0%	
101-1018-502.31-40	Agricultural Supplies	300	302	0	300	300	0	0.0%	
	Commodities	300	302	0	300	300	0	0.0%	
101-1018-502.40-55	Other Special Events	77,649	0	0	0	0	0	N/A	
	Other Charges	77,649	0	0	0	0	0	N/A	
	Total Special Events Comm	80,919	1,307	1,200	4,800	4,800	0	0.0%	

BICYCLE ADVISORY COMMISSION (1019)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1019-502.22-02	Dues	325	300	300	500	500	0	0.0%
101-1019-502.22-03	Travel & Training	0	0	0	400	200	(200)	(50.0%)
101-1019-502.22-10	Printing	505	400	400	400	600	200	50.0%
101-1019-502.22-15	Photocopying	0	100	100	100	100	0	0.0%
	Contractual Services	830	800	800	1,400	1,400	0	0.0%
101-1019-502.30-01	Publications Periodicals	0	20	0	200	200	0	0.0%
	Commodities	0	20	0	200	200	0	0.0%
	Total Bicycle Advisory Com	830	820	800	1,600	1,600	0	0.0%

THE ARLINGTON ECONOMIC ALLIANCE (1021)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-1021-502.22-15	Photocopying	0	0	500	500	500	0	0.0%
	Contractual Services	0	0	500	500	500	0	0.0%
101-1021-502.40-40	Promote Economic Bus Dev	6,135	11,732	9,300	9,300	19,300	10,000	107.5%
	Other Charges	6,135	11,732	9,300	9,300	19,300	10,000	107.5%
	Total Arl Economic Alliance	6,135	11,732	9,800	9,800	19,800	10,000	102.0%

ARTS COMMISSION (1022)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
101-1022-502.22-05	Postage	562	491	800	800	800	0	0.0%
101-1022-502.22-15	Photocopying	828	148	500	500	500	0	0.0%
	Contractual Services	1,390	639	1,300	1,300	1,300	0	0.0%
101-1022-502.33-05	Other Supplies	0	0	2,000	2,000	2,000	0	0.0%
	Commodities	0	0	2,000	2,000	2,000	0	0.0%
101-1022-502.40-55	Other Special Events	2,187	150	0	0	0	0	N/A
	Other Charges	2,187	150	0	0	0	0	N/A
	Total Arts Commission	3,577	789	3,300	3,300	3,300	0	0.0%
	TOTAL BRDS & COMM	319,993	170,542	167,400	178,100	159,900	(18,200)	(10.2%)

BOARDS & COMMISSIONS - ADMINISTRATION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1001-502.20-40	General Insurance	Insurance for Boards and Commissions and Historical Museum	2,300	2,400
101-1001-502.22-02	Dues	Woodfield Chicago Northwest Convention Bureau (FY12 based on 6% of the FY2010 Hotel Tax receipts)	81,600	53,600
TOTAL CONTRACTUAL SERVICES			83,900	56,000
OTHER CHARGES:				
101-1001-502.40-05	Grants	Arlington Heights Community Concert Band	6,100	6,200
TOTAL OTHER CHARGES			6,100	6,200
TOTAL B&C ADMINISTRATION			90,000	62,200

ZONING BOARD OF APPEALS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-1003-502.10-03	Boards and Commissions	1 Chairman @ \$20 per meeting 6 Members @ \$15/pp per meeting	1,700	1,700
TOTAL SALARIES			1,700	1,700
FRINGE BENEFITS:				
101-1003-502.19-11	Social Security	Social Security	100	100
101-1003-502.19-12	Medicare	Medicare	100	100
TOTAL FRINGE BENEFITS			200	200
CONTRACTUAL SERVICES:				
101-1003-502.22-15	Photocopying	Photocopying	800	800
TOTAL CONTRACTUAL SERVICES			800	800
COMMODITIES:				
101-1003-502.30-05	Office Supplies & Equip.	Miscellaneous office supplies	200	200
TOTAL COMMODITIES			200	200
TOTAL ZONING BOARD OF APPEALS			2,900	2,900

BUILDING CODE REVIEW BOARD

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-1004-502.10-03	Boards and Commissions	4 Members x 12 meetings x \$25	1,200	1,200
TOTAL SALARIES			<u>1,200</u>	<u>1,200</u>
FRINGE BENEFITS:				
101-1004-502.19-11	Social Security	Social Security	100	100
101-1004-502.19-12	Medicare	Medicare	100	100
TOTAL FRINGE BENEFITS			<u>200</u>	<u>200</u>
CONTRACTUAL SERVICES:				
101-1004-502.22-03	Travel & Training	Training and education	100	100
TOTAL CONTRACTUAL SERVICES			<u>100</u>	<u>100</u>
COMMODITIES:				
101-1004-502.30-05	Office Supplies & Equip.	Miscellaneous office supplies	100	100
101-1004-502.32-80	Books	Books	500	0
TOTAL COMMODITIES			<u>600</u>	<u>100</u>
TOTAL BUILDING CODE REVIEW BOARD			<u><u>2,100</u></u>	<u><u>1,600</u></u>

BOARD OF LOCAL IMPROVEMENTS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-1007-502.10-03	Boards and Commissions	1 Chairman x 10 meetings x \$20 4 Members x 10 meetings x \$15	800	800
TOTAL SALARIES			<u>800</u>	<u>800</u>
FRINGE BENEFITS:				
101-1007-502.19-11	Social Security	Social Security	100	100
101-1007-502.19-12	Medicare	Medicare	100	100
TOTAL FRINGE BENEFITS			<u>200</u>	<u>200</u>
TOTAL BOARD OF LOCAL OF IMPRV.			<u><u>1,000</u></u>	<u><u>1,000</u></u>

BOARD OF FIRE AND POLICE COMMISSIONERS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-1008-502.10-03	Boards and Commissions	1 Chairman x 30 meetings x \$20 2 Members x 30 meetings x \$15	1,500	1,500
TOTAL SALARIES			<u>1,500</u>	<u>1,500</u>
FRINGE BENEFITS:				
101-1008-502.19-11	Social Security	Social Security	100	100
101-1008-502.19-12	Medicare	Medicare	100	100
TOTAL FRINGE BENEFITS			<u>200</u>	<u>200</u>
CONTRACTUAL SERVICES:				
101-1008-502.20-75	Examinations	Examinations	25,900	25,900
101-1008-502.22-01	Advertising	Advertising	1,000	1,000
101-1008-502.22-02	Dues	Fire/Police Comm. State membership	400	400
101-1008-502.22-05	Postage	Postage	200	200
101-1008-502.22-15	Photocopying	Photocopying	100	100
TOTAL CONTRACTUAL SERVICES			<u>27,600</u>	<u>27,600</u>
TOTAL BRD. OF POL. & FIRE COMM.			<u>29,300</u>	<u>29,300</u>

PLAN COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-1009-502.10-03	Boards and Commissions	1 Chairman x 24 meetings x \$20 8 Members x 24 meetings x \$15	3,400	3,400
TOTAL SALARIES			<u>3,400</u>	<u>3,400</u>
FRINGE BENEFITS:				
101-1009-502.19-11	Social Security	Social Security	200	200
101-1009-502.19-12	Medicare	Medicare	100	100
TOTAL FRINGE BENEFITS			<u>300</u>	<u>300</u>
CONTRACTUAL SERVICES:				
101-1009-502.22-02	Dues	Membership dues	200	200
101-1009-502.22-03	Travel & Training	Educational and training materials	500	500
101-1009-502.22-15	Photocopying	Photocopying of minutes & agendas	4,000	4,000
TOTAL CONTRACTUAL SERVICES			<u>4,700</u>	<u>4,700</u>
TOTAL PLAN COMMISSION			<u>8,400</u>	<u>8,400</u>

ENVIRONMENTAL COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-1010-502.10-03	Boards and Commissions	1 Chairman x 12 meetings x \$20 6 Members x 12 meetings x \$15	1,700	1,500
TOTAL SALARIES			<u>1,700</u>	<u>1,500</u>
FRINGE BENEFITS:				
101-1010-502.19-11	Social Security	Social Security	100	100
101-1010-502.19-12	Medicare	Medicare	100	100
TOTAL FRINGE BENEFITS			<u>200</u>	<u>200</u>
CONTRACTUAL SERVICES:				
101-1010-502.22-05	Postage	Postage	100	100
101-1010-502.22-10	Printing	Printing of promotional materials	400	400
101-1010-502.22-15	Photocopying	Photocopying	100	100
TOTAL CONTRACTUAL SERVICES			<u>600</u>	<u>600</u>
COMMODITIES:				
101-1010-502.30-05	Office Supplies & Equip.	Office supplies; awards	100	100
TOTAL COMMODITIES			<u>100</u>	<u>100</u>
TOTAL ENVIRONMENTAL COMMISSION			<u><u>2,600</u></u>	<u><u>2,400</u></u>

HOUSING COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1011-502.22-03	Travel & Training	Travel & Training	100	100
101-1011-502.22-05	Postage	Postage	100	100
101-1011-502.22-15	Photocopying	Photocopying	200	200
TOTAL CONTRACTUAL SERVICES			<u>400</u>	<u>400</u>
COMMODITIES:				
101-1011-502.33-05	Other Supplies	Other supplies (including Housing Summit follow-up - public education)	300	300
TOTAL COMMODITIES			<u>300</u>	<u>300</u>
OTHER CHARGES:				
101-1011-502.40-05	Grants	Rental Housing Assistance Program Grant (CEDA) for Arl. Hts. residents	14,000	14,300
TOTAL OTHER CHARGES			<u>14,000</u>	<u>14,300</u>
TOTAL HOUSING COMMISSION			<u><u>14,700</u></u>	<u><u>15,000</u></u>

ELECTRICAL COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1012-502.22-03	Travel & Training	Training and education	200	200
TOTAL CONTRACTUAL SERVICES			<u>200</u>	<u>200</u>
COMMODITIES:				
101-1012-502.30-05	Office Supplies & Equip.	Miscellaneous office supplies	100	100
101-1012-502.32-80	Books	Code books	400	400
TOTAL COMMODITIES			<u>500</u>	<u>500</u>
TOTAL ELECTRICAL COMMISSION			<u>700</u>	<u>700</u>

SENIOR CITIZENS COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1013-502.22-01	Advertising	Outreach/marketing/advertising	400	400
101-1013-502.22-05	Postage	Postage	500	500
101-1013-502.22-15	Photocopying	Photocopying	300	300
TOTAL CONTRACTUAL SERVICES			<u>1,200</u>	<u>1,200</u>
COMMODITIES:				
101-1013-502.30-05	Office Supplies & Equip.	Office supplies for public meetings	300	300
101-1013-502.33-05	Other Supplies	Commissioner pins, memorials, etc.	400	400
TOTAL COMMODITIES			<u>700</u>	<u>700</u>
TOTAL SENIOR CITIZENS COMM.			<u>1,900</u>	<u>1,900</u>

YOUTH COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1014-502.22-05	Postage	Postage	100	100
101-1014-502.22-10	Printing	Printing of newsletter	100	100
101-1014-502.22-15	Photocopying	Photocopying	200	200
		TOTAL CONTRACTUAL SERVICES	<u>400</u>	<u>400</u>
		TOTAL YOUTH COMMISSION	<u>400</u>	<u>400</u>

DESIGN COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1015-502.22-15	Photocopying	Photocopying	500	500
		TOTAL CONTRACTUAL SERVICES	<u>500</u>	<u>500</u>
		TOTAL DESIGN COMMISSION	<u>500</u>	<u>500</u>

COMMISSION FOR CITIZENS WITH DISABILITIES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1017-502.20-24	Disabled Citizen Program	Disabled Citizens Community Awareness Projects	1,300	1,500
101-1017-502.22-03	Travel & Training	Local seminars, expos & conferences	300	300
101-1017-502.22-05	Postage	Postage	600	500
101-1017-502.22-15	Photocopying	Photocopying (including newsletter)	600	500
TOTAL CONTRACTUAL SERVICES			<u>2,800</u>	<u>2,800</u>
COMMODITIES:				
101-1017-502.33-05	Other Supplies	Misc. supplies including instant film for Disabilities Carnival (funded by donations)	300	300
TOTAL COMMODITIES			<u>300</u>	<u>300</u>
OTHER CHARGES:				
101-1017-502.40-58	Disabled Citizen Donations	Disability Carnival Sponsorship (funded entirely by donations)	1,000	1,000
TOTAL OTHER CHARGES			<u>1,000</u>	<u>1,000</u>
TOTAL COM. FOR CITIZENS W/DISAB			<u>4,100</u>	<u>4,100</u>

SPECIAL EVENTS COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1018-502.21-65	Other Services	Awards & plaques	500	500
101-1018-502.22-01	Advertising	Advertising	500	500
101-1018-502.22-05	Postage	Postage	1,500	1,500
101-1018-502.22-10	Printing	Printing	1,500	1,500
101-1018-502.22-15	Photocopying	Photocopying	500	500
TOTAL CONTRACTUAL SERVICES			<u>4,500</u>	<u>4,500</u>
COMMODITIES:				
101-1018-502.31-40	Agricultural Supplies	Materials for parade floats	300	300
TOTAL COMMODITIES			<u>300</u>	<u>300</u>
TOTAL SPECIAL EVENTS COMM.			<u>4,800</u>	<u>4,800</u>

BICYCLE ADVISORY COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
101-1019-502.22-02	Dues	Active Transportation Alliance	300		300	
		League of Illinois Bicyclists	200	500	200	500
101-1019-502.22-03	Travel & Training	National Conference		400		200
101-1019-502.22-10	Printing	Printing of educational material, bike maps		400		600
101-1019-502.22-15	Photocopying	Photocopying		100		100
		TOTAL CONTRACTUAL SERVICES		<u>1,400</u>		<u>1,400</u>
COMMODITIES:						
101-1019-502.30-01	Publications/Periodicals	Publications and periodicals		200		200
		TOTAL COMMODITIES		<u>200</u>		<u>200</u>
		TOTAL BICYCLE ADVISORY COMM.		<u>1,600</u>		<u>1,600</u>

THE ARLINGTON ECONOMIC ALLIANCE

GENERAL FUND

EXPENDITURE DETAIL

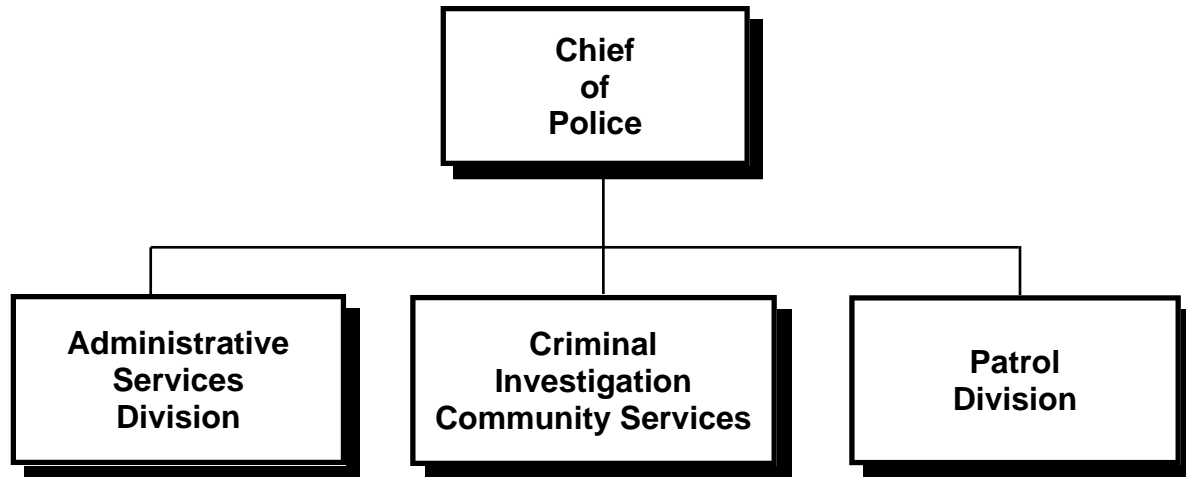
Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
101-1021-502.22-15	Photocopying	Photocopying		500		500
		TOTAL CONTRACTUAL SERVICES		<u>500</u>		<u>500</u>
OTHER CHARGES:						
101-1021-502.40-40	Promote Econ & Bus Devlp	Business Retention Outreach - used for one-on-one and group meetings with businesses (includes Economic Outreach Breakfasts)	7,300		7,300	
		Newsletters (2)	2,000		2,000	
		Discover Arlington web site upgrades and improvements	0	9,300	10,000	19,300
		TOTAL OTHER CHARGES		<u>9,300</u>		<u>19,300</u>
		TOTAL ARL. ECONOMIC ALLIANCE		<u>9,800</u>		<u>19,800</u>

ARTS COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
101-1022-502.22-05	Postage	Postage	800	800
101-1022-502.22-15	Photocopying	Photocopying	500	500
TOTAL CONTRACTUAL SERVICES			<u>1,300</u>	<u>1,300</u>
COMMODITIES:				
101-1022-502.33-05	Other Supplies	Awards, other supplies	2,000	2,000
TOTAL COMMODITIES			<u>2,000</u>	<u>2,000</u>
TOTAL ARTS COMMISSION			<u>3,300</u>	<u>3,300</u>
TOTAL BOARDS & COMMISSIONS			<u>178,100</u>	<u>159,900</u>



POLICE

The Police Department is comprised of three Divisions.

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

Records Bureau

Automated Data Processing, Networking and RMS Coordination: Manages police networking and communication systems.

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

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

Support Bureau

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

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

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

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

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

Grant Preparation: Conducts research and develops grant opportunities.

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

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

Training: Facilitates the formal and in-service training programs.

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

Criminal Investigation Bureau

Adult Investigations: Investigates unsolved crimes, follow-up investigations from calls for service, intelligence gathering, sex offender registration and monitoring, initiation of special investigations and media relations.

DEA Task Force: An officer assigned to DEA Task Force for drug enforcement and asset forfeitures.

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

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

Community Services Bureau

Crime Prevention: Pro-active approach to crime prevention and community relations.

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

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

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

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

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

PATROL DIVISION: The Patrol Division is responsible for the initial delivery of police services to the community, twenty-four hours per day, seven days a week, three hundred sixty-five days a year. The Division includes the Patrol Bureau and the Traffic Bureau.

Patrol Bureau

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

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

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

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

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

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

Traffic Bureau

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

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

Parking Enforcement: Responsible for the enforcement of parking ordinances.

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

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

2010-11 Status of Goals and Objectives

- ▶ **Expansion and additional development of the Citizen Corps Council – Volunteers in Police Service (VIPS) Program.** The Citizen Police Academy Alumni Group (VIPS) participated in 16 separate events totaling 742 volunteer hours. Additional volunteer opportunities were explored with implementation to take place later in 2011.
- ▶ **Maintain compliance with all accreditation standards (CALEA) and make preparations for the mock assessment to be conducted during the first calendar quarter of 2011.** The department is on track to maintain its compliance with accreditation standards and will be prepared for a successful on-site assessment during August 2011. It is anticipated that the department will be awarded its reaccreditation in November 2011.
- ▶ **Increase the number of persons registered to receive “Citizen Observer” Crime Alerts.** There are currently 1,711 people signed up to receive Citizen Observer Crime Alerts compared to 1,400 subscribers in December 2009. This constitutes an increase of 22% over the previous year.
- ▶ **Complete a workload assessment for the Administrative Services Division including a review of tasks that can be transferred from the Records Bureau to Public Service Officers working at the Public Information Desk.** The workload assessment was completed in December 2010. Additional tasks will be transferred from the Records Bureau to Public Service Officers, including the processing of abandoned vehicle tows and unclaimed vehicles.
- ▶ **Assess the effectiveness of initiatives designed to reduce Public Consumption of Alcohol violations and related behaviors.** The downtown train depot has been a focal point for undesirable behavior involving the public consumption of alcohol and related offenses. Activity in 2010 has dropped significantly when compared to 2008; Battery/Assault is down 58%, Nuisance complaints are down 89%, Unwanted Subject complaints have dropped 64%, and Ambulance Assists have dropped 15%.
- ▶ **Research and implement call reduction strategies to increase proactive patrol time.** Several call reduction strategies have been identified and have or will be implemented later in 2011. These include a verified alarm response, additional report-taking by Public Service Officers, and internet reporting of crime.

2011-12 Goals and Objectives

Goal: To achieve excellence in policing by protecting, serving and partnering with our community.

Objectives:

- ▶ Review and evaluate the Field Training Officer Program and investigate modifications that will improve the overall program.
- ▶ Participate in the International Association of Chiefs of Police National Law Enforcement Challenge, a traffic safety program.

POLICE

(Continued)

- ▶ Explore alternative methods for citizens to file official police reports (i.e., self-reporting over the internet).
- ▶ Develop a scenario-based roll call training program that concentrates on high risk/low frequency tasks performed by police officers.
- ▶ Review current content and readability of the department's monthly and annual reports, and implement improvements where required.
- ▶ Maintain compliance with all applicable CALEA accreditation standards and make preparations for the on-site assessment to be conducted in August 2011.
- ▶ Work with Senior Center to send out notifications to citizens regarding specific crimes that have targeted the elderly.
- ▶ Conduct citizen and business satisfaction surveys.

Performance Measures	Calendar Year		
	2008	2009	2010
1. # of DUI Arrests	238	228	199
2. # of Citations Issued:			
Traffic	12,267	12,160	9,053
Parking and Compliance	<u>20,751</u>	<u>17,283</u>	<u>15,540</u>
Total Tickets Issued	33,018	29,443	24,593
3. Part I Crimes	1,808	1,335	1,261
Part II Crimes (all other offenses)	<u>3,385</u>	<u>3,208</u>	<u>2,433</u>
Total Crime Reported	5,193	4,543	3,694
4. Arrests:			
Adult	1,318	1,252	1,163
Juvenile	<u>157</u>	<u>129</u>	<u>146</u>
Total Arrests	1,475	1,381	1,309
5. Traffic Accidents:			
Personal Injury	302	303	282
Property Damage	<u>2,672</u>	<u>2,332</u>	<u>2,012</u>
Total Accidents	2,974	2,635	2,294

OPERATION SUMMARY

POLICE (Including Police Grant)

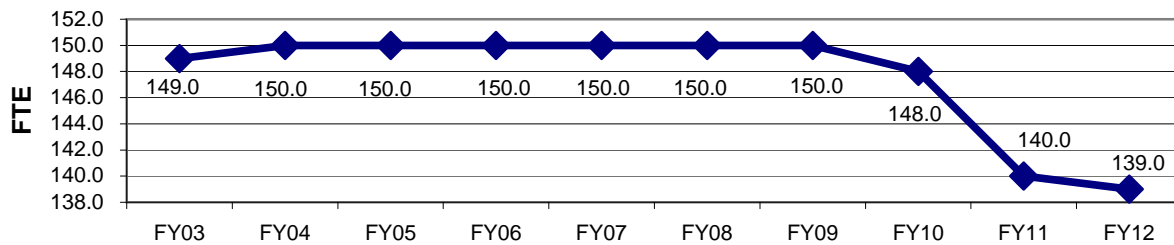
3001

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	150.0	148.0	140.0	140.0	139.0	(1.0)	(0.7%)
Expenditures							
Personal Services	\$17,932,759	\$18,224,465	\$19,199,900	\$19,241,900	\$19,962,700	\$720,800	3.7%
Contractual Services	1,879,217	2,002,594	2,009,900	2,021,050	1,997,900	(23,150)	(1.1%)
Commodities	479,336	454,269	476,200	499,257	493,200	(6,057)	(1.2%)
Other Charges	0	0	0	0	0	0	N/A
Capital Items	123,028	69,171	144,800	144,886	86,600	(58,286)	(40.2%)
Total Expenditures	\$20,414,340	\$20,750,499	\$21,830,800	\$21,907,093	\$22,540,400	\$633,307	2.9%

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund - Police	\$19,721,899	\$20,063,609	\$21,070,800	\$21,122,810	\$21,819,600	\$696,790	3.3%
101 General Fund - Police Grant	86,775	89,581	92,300	92,300	96,200	3,900	4.2%
235 Municipal Park Opr Fund	480,438	490,538	482,100	507,697	495,700	(11,997)	(2.4%)
401 Capital Projects Fund	123,028	69,171	144,800	144,886	86,600	(58,286)	(40.2%)
515 A & E Fund	2,200	37,600	40,800	39,400	42,300	2,900	7.4%
Total Expenditures	\$20,414,340	\$20,750,499	\$21,830,800	\$21,907,093	\$22,540,400	\$633,307	2.9%

STAFFING HISTORY



POLICE (3001)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-3001-511.10-01	Salaries	1,678,457	1,638,887	1,431,600	1,482,900	1,434,300	(48,600)	(3.3%)
101-3001-511.10-04	RHS Contributions	8,935	0	0	0	0	0	N/A
101-3001-511.11-61	Police Administration	1,091,507	1,093,835	1,038,600	1,038,300	1,048,100	9,800	0.9%
101-3001-511.11-64	Police Supervision	1,286,315	1,296,846	1,302,300	1,310,600	1,318,300	7,700	0.6%
101-3001-511.11-70	Police Officer	6,798,924	7,230,461	7,412,100	7,360,800	7,470,200	109,400	1.5%
101-3001-511.18-01	Temporary Help	1,092	1,296	2,400	2,400	2,400	0	0.0%
101-3001-511.18-03	Seasonal Help	115,003	126,566	134,900	134,900	134,900	0	0.0%
101-3001-511.18-05	Overtime Civilian	50,126	38,540	53,200	53,200	53,200	0	0.0%
101-3001-511.18-07	Overtime Sworn	900,979	516,680	582,800	582,800	582,800	0	0.0%
101-3001-511.18-08	Overtime Sworn Court	157,727	181,778	188,400	188,400	188,400	0	0.0%
101-3001-511.18-09	Holiday Sworn	0	0	62,800	62,800	62,800	0	0.0%
101-3001-511.18-80	Special Detail	155,453	178,079	194,300	194,300	194,300	0	0.0%
101-3001-511.18-81	Special Detail Grants	88,337	111,269	0	0	0	0	N/A
	Salaries	12,332,855	12,414,237	12,403,400	12,411,400	12,489,700	78,300	0.6%
101-3001-511.19-01	Workers Compensation	456,400	479,200	498,400	498,400	513,400	15,000	3.0%
101-3001-511.19-05	Medical Insurance	1,860,084	1,898,724	1,947,500	1,947,500	1,909,900	(37,600)	(1.9%)
101-3001-511.19-09	Public Safety Pension	2,307,800	2,442,000	3,378,000	3,378,000	4,038,000	660,000	19.5%
101-3001-511.19-10	IMRF	212,257	189,785	166,700	174,100	183,800	9,700	5.6%
101-3001-511.19-11	Social Security	104,358	100,936	92,200	96,300	92,400	(3,900)	(4.0%)
101-3001-511.19-12	Medicare	142,088	146,916	154,800	154,800	155,700	900	0.6%
	Fringe Benefits	5,082,987	5,257,561	6,237,600	6,249,100	6,893,200	644,100	10.3%
101-3001-511.20-05	Professional Services	0	0	5,000	5,000	5,000	0	0.0%
101-3001-511.20-37	Central Dispatch	640,747	703,659	659,900	659,900	654,800	(5,100)	(0.8%)
101-3001-511.20-40	General Insurance	187,100	196,500	206,300	206,300	212,500	6,200	3.0%
101-3001-511.21-02	Equipment Maintenance	73,551	66,873	72,000	72,000	72,000	0	0.0%
101-3001-511.21-65	Other Services	58,369	57,497	95,700	95,763	99,600	3,837	4.0%
101-3001-511.22-02	Dues	10,676	11,106	11,100	11,100	11,100	0	0.0%
101-3001-511.22-03	Travel & Training	99,914	69,118	69,500	69,500	75,600	6,100	8.8%
101-3001-511.22-05	Postage	13,072	10,227	14,700	14,700	14,700	0	0.0%
101-3001-511.22-10	Printing	10,696	13,775	20,800	20,887	19,100	(1,787)	(8.6%)
101-3001-511.22-15	Photocopying	23,894	24,325	14,000	25,000	12,700	(12,300)	(49.2%)
101-3001-511.22-25	IT/GIS Service Charge	327,200	305,000	310,800	310,800	321,000	10,200	3.3%
101-3001-511.22-37	Vehicle/Equip Lease Charge	391,900	489,100	483,300	483,300	456,400	(26,900)	(5.6%)
	Contractual Services	1,837,119	1,947,180	1,963,100	1,974,250	1,954,500	(19,750)	(1.0%)
101-3001-511.30-01	Publications Periodicals	2,498	2,368	5,200	5,207	3,000	(2,207)	(42.4%)
101-3001-511.30-05	Office Supplies & Equip	25,496	25,928	26,000	26,000	26,000	0	0.0%
101-3001-511.30-20	Photographic Supplies	2,511	5,489	5,000	5,000	5,000	0	0.0%
101-3001-511.30-35	Clothing	157,970	126,716	157,500	157,538	154,700	(2,838)	(1.8%)
101-3001-511.30-50	Petroleum Products	198,270	177,746	179,100	200,300	209,700	9,400	4.7%
101-3001-511.33-05	Other Supplies	5,847	11,800	11,800	11,800	11,800	0	0.0%
101-3001-511.33-20	Crime Prevent Fines Sup	0	0	0	0	0	0	N/A
101-3001-511.33-25	Operational Supplies	51,671	55,792	58,800	58,850	53,200	(5,650)	(9.6%)
101-3001-511.33-30	Community Service Supply	24,675	38,792	23,300	23,365	18,800	(4,565)	(19.5%)
	Commodities	468,938	444,631	466,700	488,060	482,200	(5,860)	(1.2%)
	Total Police Admin	19,721,899	20,063,609	21,070,800	21,122,810	21,819,600	696,790	3.3%

POLICE GRANT (3005)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-3005-511.10-01	Salaries	67,210	70,177	72,300	72,200	74,800	2,600	3.6%
101-3005-511.18-05	Overtime Civilian	173	0	300	300	300	0	0.0%
	Salaries	67,383	70,177	72,600	72,500	75,100	2,600	3.6%
101-3005-511.19-01	Workers Compensation	300	300	300	300	300	0	0.0%
101-3005-511.19-05	Medical Insurance	5,600	5,700	5,700	5,700	5,900	200	3.5%
101-3005-511.19-10	IMRF	8,377	8,106	8,100	8,200	9,200	1,000	12.2%
101-3005-511.19-11	Social Security	4,146	4,294	4,500	4,500	4,600	100	2.2%
101-3005-511.19-12	Medicare	969	1,004	1,100	1,100	1,100	0	0.0%
	Fringe Benefits	19,392	19,404	19,700	19,800	21,100	1,300	6.6%
	Total Police Grant	86,775	89,581	92,300	92,300	96,200	3,900	4.2%
	Total Police Department	19,808,674	20,153,190	21,163,100	21,215,110	21,915,800	700,690	3.3%

POLICE**General Fund****PERSONNEL SUMMARY**

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1145	Chief of Police	D71	1.00	1.00	
1155	Police Captain	C52	3.00	3.00	
1157	Police Commander	C43	5.00	5.00	
1165	Police Sergeant	C42	13.00	13.00	
1170	Police Officer	--	87.00	87.00	
1174	Records Supervisor	B23	1.00	1.00	
1177	Operations Support Supervisor	B23	1.00	1.00	
1175	Identification Technician	B21	1.00	1.00	
1180	Animal Control Warden	B21	2.00	2.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1183	Court Liaison	A13	1.00	0.00	(1.00)
1185	Public Service Officer	A13	10.00	10.00	
1710	Account Clerk II	A13	1.00	1.00	
1173	Property Custodian	A13	1.00	1.00	
1740	Administrative Assistant I	A13	2.00	2.00	
1716	Records Clerk	A12	4.00	4.00	
Total F-T-E General Fund			134.00	133.00	(1.00)

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund			
Police - Administration	134.00	133.00	(1.00)
Police Grant	1.00	1.00	
235 Municipal Parking Fund	5.00	5.00	
Total F-T-E All Funds	140.00	139.00	(1.00)

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-3001-511.10-01	Salaries	Salaries	1,482,900	1,434,300
101-3001-511.11-61	Police Administration	Police Administration	1,038,300	1,048,100
101-3001-511.11-64	Police Supervision	Police Supervision	1,310,600	1,318,300
101-3001-511.11-70	Police Officer	Police Officer	7,360,800	7,470,200
101-3001-511.18-01	Temporary Help	Temporary Help	2,400	2,400
101-3001-511.18-03	Seasonal Help	Seasonal Help	134,900	134,900
101-3001-511.18-05	Overtime Civilian	Overtime Civilian	53,200	53,200
101-3001-511.18-07	Overtime Sworn	Overtime Sworn	582,800	582,800
101-3001-511.18-08	Overtime Sworn Court	Overtime Sworn Court	188,400	188,400
101-3001-511.18-09	Holiday Sworn	Holiday Sworn	62,800	62,800
101-3001-511.18-80	Special Detail	Special Detail	194,300	194,300
TOTAL SALARIES			12,411,400	12,489,700
FRINGE BENEFITS:				
101-3001-511.19-01	Workers' Compensation	Workers' Compensation Insurance	498,400	513,400
101-3001-511.19-05	Medical Insurance	Medical Insurance	1,947,500	1,909,900
101-3001-511.19-09	Public Safety Pension	Public Safety Pension	3,378,000	4,038,000
101-3001-511.19-10	IMRF	IMRF	174,100	183,800
101-3001-511.19-11	Social Security	Social Security	96,300	92,400
101-3001-511.19-12	Medicare	Medicare	154,800	155,700
TOTAL FRINGE BENEFITS			6,249,100	6,893,200
CONTRACTUAL SERVICES:				
101-3001-511.20-05	Professional Services	Maintain and upgrade specialized equipment and software in squad cars	5,000	5,000
101-3001-511.20-37	Central Dispatch	Police Department portion (75%) of costs for dispatching calls-for-service through the Northwest Central Dispatch System	659,900	654,800
101-3001-511.20-40	General Insurance	Liability and property insurance	206,300	212,500

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-3001-511.21-02	Equipment Maintenance	Office machine equipment maint. Contracts				
		Typewriters	500		500	
		Fax machines	300		300	
		BEAST (property inventory system)	1,150		1,150	
		Lektriever service contract	700		700	
		Rental pagers	400		400	
		Portable radios, modems, KDT, ISPERN maintenance contracts	17,000		17,000	
		Radio and mobile telephone repair, IVAC vehicle maintenance contract	13,000		13,000	
		Radar, security door lock & intercom system (Front Desk)	2,700		2,700	
		Police Info. Management System (RMS)	19,000		19,000	
		HTE - support service contract	2,000		2,000	
		Police firing range maintenance (time & material)	5,500		5,500	
		Miscellaneous equipment maintenance: Breathalyzer	650		650	
		Livescan/C.A.B.S. Program	1,000		1,000	
		Video maintenance (desk/ops cameras)	3,000		3,000	
		Defibrillators maintenance	5,100	72,000	5,100	72,000
101-3001-511.21-65	Other Services	Cellular telephone service	38,100		36,100	
		Prisoner food	4,300		4,300	
		Employee Credit Bureau Investigation license applicants	1,100		1,100	
		Department weapons repair	400		400	
		Micro-film, duplication & shredding	1,800		1,800	
		Officers badge, shield & leather repair	800		800	
		Morgue transportation	3,000		3,000	
		Animal Welfare Services:				
		Animal impounding fees	5,000		5,000	
		Rabies shots for animal welfare personnel	300		300	
		Veterinary services	800		800	
		Blood Borne Pathogen Program:				
		Equipment sterilization	2,000		2,000	
		Background reports	3,000		3,000	
		Language line	400		400	
		Critical Reach Alert (Trak System)	700		700	
		Annual software renewal/maintenance	11,600		11,600	
		Administrative Hearing Officer Program	10,500		13,500	
		Bio-hazard cleaning cell/squad car	0		2,000	
		Village-use background checks for non-criminal justice/criminal history inquires	0		2,000	
		Prisoner drug prescriptions	0		1,000	
		Ticket Scofflaw Program	9,800		9,800	
		Budget Amendment (PG1104)	2,163	95,763	0	99,600
101-3001-511.22-02	Dues	MCAT	3,000		3,000	
		Northern Illinois Police Alarm System	4,500		4,500	
		Other dues	3,600	11,100	3,600	11,100

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
101-3001-511.22-03	Travel & Training	Course titles are listed as a selective representation of needed skills and specialty training:		
		Comprehensive Departmental Training: Northeast Multi-Regional training membership: Departmental in-service, certified training of all personnel as recommended by the Illinois State Training Board	15,000	15,000
		Field Operations: Accident Investigation Traffic Law Sensitivity Relations Street Survival Traffic Law Enforcement Search and Seizure	5,300	7,300
		Community Police Training: Problem Oriented Policing Cultural and Ethnic Awareness Community Policing Concepts	6,800	6,800
		Technical Support: Field Training Officers Breathalyzer Forensic Technician Crime Lab Police Photography Property Management Police Records Management	3,000	6,000
		Records Management System: Crime Analysis	1,500	1,500
		Community Services: Crime Prevention	1,900	1,900
		Criminal Investigations: Management of Criminal Investigations Narcotic and Dangerous Drugs Homicide, Suicide & Accidental Death Rape & Sexual Deviance Investigation Advd. Interrogations & Interviewing Burglary & Theft Reduction Forgery, Fraud & White Collar Crime Investigations Death Investigations Problem Oriented Policing	3,000	3,500
		Juvenile Investigations: Gang Awareness Narcotic and Dangerous Drugs Suicide and Accidental Death Illinois Juvenile Officers Training Advanced Juvenile Interviewing Burglary and Theft Reduction	1,500	2,100

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-3001-511.22-03	Travel & Training (cont.)	Command, Management & Supervision: Supervisory & Mid-Mngmnt Training Records Supervisor Leadership Training Police Staff and Command Disaster Management Police Budgeting Managing Change Managing Productivity Tuition Reimbursement	22,500		22,500	
		Conferences, Seminars & Meetings: Ill. Assoc. of Chiefs of Police Ill. Chief's Conference Captain's Association Meetings North Suburban Chief's Assoc. Ill. Crime Prevention Conference	7,500		7,500	
		Emergency & Disaster Preparedness: Northern Ill. Police Alarm System Rapid Response Team	1,500		1,500	
				69,500		75,600
101-3001-511.22-05	Postage	Regular and registered postage		14,700		14,700
101-3001-511.22-10	Printing	Crime Prevention: Booklets, Pamphlet & Identification Stickers	1,000		1,000	
		Operational: Police Report & Identification Forms	8,700		8,700	
		Administrative: Police manuals, records, envelopes & other related forms	8,100		8,100	
		Administrative Hearing Officer Program	1,300		1,300	
		Prior Year Encumbrance Carryover	1,787	20,887	0	19,100
101-3001-511.22-15	Photocopying	Photocopies, supplies & maintenance	12,700		12,700	
		Lease of Konica Minolta BH5000 copier	2,400		0	
		Lease of Konica Minolta BH750 copier	5,100		0	
		Lease of Konica Minolta C351 copier	4,800	25,000	0	12,700
101-3001-511.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		310,800		321,000
101-3001-511.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		483,300		456,400
		TOTAL CONTRACTUAL SERVICES		1,974,250		1,954,500
COMMODITIES:						
101-3001-511.30-01	Publications/Periodicals	Miscellaneous publications	4,000		3,000	
		Prior Year Encumbrance Carryover	1,207	5,207	0	3,000
101-3001-511.30-05	Office Supplies & Equip.	General office supplies		26,000		26,000

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-3001-511.30-20	Photographic Supplies	Film, flashes & batteries	1,400		1,400	
		Video supplies	2,200		2,200	
		Color film processing & developing	1,400		1,400	
				5,000		5,000
101-3001-511.30-35	Clothing	Police Personnel:				
		Sworn Officers	118,700		118,700	
		Sworn Officers - new hires	15,000		15,000	
		Civilian Personnel	6,000		6,000	
		Leather jackets & other uniform items not included in officers allotment per MAP contract	5,500		5,500	
		New and replacement badges, hat shields, and shoulder patches	3,000		3,000	
		Specialty clothing - Motorcycle/Bicycle Officers / NIPAS	6,500		6,500	
		Prior Year Encumbrance Carryover	2,838	157,538	0	154,700
101-3001-511.30-50	Petroleum Products	Gasoline for department vehicle(s)		200,300		209,700
101-3001-511.33-05	Other Supplies	Computer hardware/software	1,800		1,800	
		Replacement desks	2,000		2,000	
		Replacement chairs	3,000		3,000	
		Employee recognition	5,000	11,800	5,000	11,800
101-3001-511.33-25	Operational Supplies	Ammunition	16,000		16,000	
		Range safety equipment & supplies	3,000		3,000	
		Evidence Processing/Property Security:				
		Property Management Section	1,000		1,000	
		Identification Technicians	1,000		1,000	
		Forensic Technicians	2,000		2,000	
		Criminal Investigations Bureau	1,000		1,000	
		Emergency equipment for Patrol Operations: flares, flashlight batteries, traffic vests, fire extinguishers, first-aid equipment	4,000		4,000	
		Station operation & lock-up expenditures:				
		Cell mattresses, blankets, personal hygiene items for prisoners & identification equipment	1,000		1,000	
		Community Policing supplies	1,500		1,500	
		25 Motorola batteries	4,700		4,700	
		Bullet proof vest replacement (36)	18,000		18,000	
		Prior Year Encumbrance Carryover	5,650	58,850	0	53,200
101-3001-511.33-30	Community Service Supl	Training aids	600		600	
		Crime prevention specialty items	9,400		9,400	
		Community relation supplies	0		0	
		Animal welfare supplies	1,400		1,400	
		Bio-hazard equipment	7,000		7,000	
		Counselor-in-the-Park supplies	400		400	
		Grant Funds - Budget Adjustments	4,565	23,365	0	18,800
		TOTAL COMMODITIES		488,060		482,200
		TOTAL POLICE - ADMINISTRATION		21,122,810		21,819,600

PERSONNEL SUMMARY

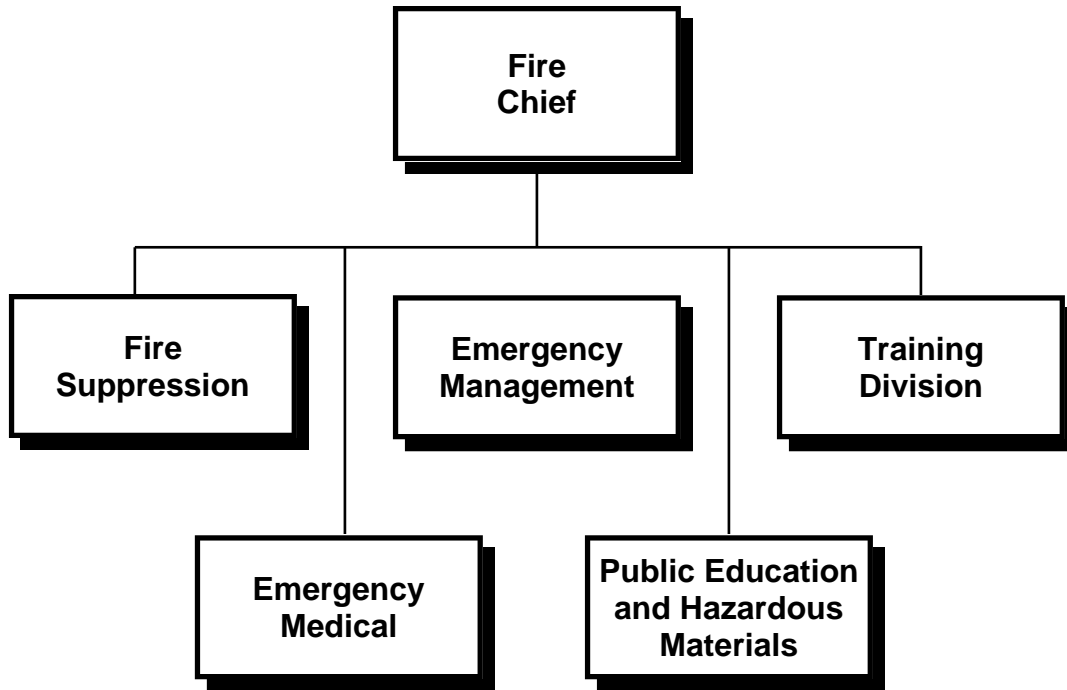
Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1176	Victim Services Coordinator (PG0400)	B23	1.00	1.00	
Total F-T-E			1.00	1.00	0.00

POLICE GRANT

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-3005-511.10-01	Salaries	Salaries (PG0400)*	72,200	74,800
101-3005-511.18-05	Overtime Civilian	Overtime Civilian (PG0400)	300	300
TOTAL SALARIES			<u>72,500</u>	<u>75,100</u>
FRINGE BENEFITS:				
101-3005-511.19-01	Workers' Compensation	Workers' Compensation Ins (PG0400)	300	300
101-3005-511.19-05	Medical Insurance	Medical Insurance (PG0400)	5,700	5,900
101-3005-511.19-10	IMRF	IMRF (PG0400)	8,200	9,200
101-3005-511.19-11	Social Security	Social Security (PG0400)	4,500	4,600
101-3005-511.19-12	Medicare	Medicare (PG0400)	1,100	1,100
TOTAL FRINGE BENEFITS			<u>19,800</u>	<u>21,100</u>
TOTAL POLICE GRANT			<u>92,300</u>	<u>96,200</u>
TOTAL POLICE DEPARTMENT			<u>21,215,110</u>	<u>21,915,800</u>
* PG0400 - Victim Services Grant				



FIRE

Firefighting and support functions are comprised of four main divisions.

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

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

Emergency Medical Division: Four ambulances are operated by the Fire Department along with two rescue squads. The department also maintains two reserve ambulances and one reserve rescue squad. Emergency medical services are provided by the State certified paramedics to all citizens of Arlington Heights. The paramedic program works through Northwest Community Hospital, using Mobile Intensive Care Unit apparatus.

Training Division: This division is responsible for the initial training and the on-going training of all fire personnel. The Fire Department participates in a State Certification Program whereby all personnel receive the basic, advanced and officer training necessary to achieve the required certification levels. Currently, 98% of the Village firefighting personnel have achieved advanced certification or higher.

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

The Fire Department responded to 9,568 calls for assistance in 2010. This included 3,188 fire and emergency calls and 6,380 ambulance calls.

2010-11 Status of Goals and Objectives

- ▶ **To efficiently manage the Village's resources and implement opportunities to reduce spending.** Utilized funding sources such as the Foreign Fire Insurance Tax Board to fund needed capital equipment replacements. Used grant funding to offset costs of programs. Consolidated Fire Department Special Teams with neighboring departments to save on equipment and personnel training costs. Extended the service life of various department equipment classes to reduce procurement costs.
- ▶ **Provide emergency services to the community through timely and adequately staffed responses.** The department continues to meet this goal.
- ▶ **Continue to meet mandated standards.** The department has received certification that the National Incident Management System (NIMS) requirements set by the Federal Government have been met for 2010. We currently meet all other mandated State and Federal standards.
- ▶ **Meet the minimum 6 minute or less response time for structure fires and EMS calls 90% of the time.** We have been able to meet this goal in 2010.
- ▶ **Minimum of 14 to 15 Firefighters on the scene of a structure fire within 8 minutes at least 90% of the time in all districts.** We have been able to meet this goal in 2010.

- ▶ **Achieve a relative balance between mutual and automatic aid given and supplied.** We have received assistance from neighboring departments 295 more times than we gave. We have modified our agreement with the Palatine Fire Department to balance the calls between our two departments.
- ▶ **Provide training for all operational personnel at a minimum 20 hours per month for fire/rescue training, and 5 hours per month for EMS training at least 95% of the time.** The department has met these goals.
- ▶ **Complete evaluation process of consolidating Special Rescue Team operations with our neighboring fire departments.** This goal was achieved beginning in June 2010. The combined Special rescue Team protocols will save the department training and equipment costs in the future.
- ▶ **Complete the evaluation process and apply for Safe Cities recognition by the National Safety Council.** Safe Community designation for the Village of Arlington Heights by the National Safety Council was achieved In October 2010.
- ▶ **Begin the self-evaluation process for possible accreditation of the fire department by the Center for Public Safety Excellence.** This process has begun with early self-evaluations being conducted internally by the department.

2011-12 Goals and Objectives

- ▶ To efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ Provide emergency services to the community through timely and adequately staffed responses.
- ▶ Continue to meet mandated standards.
- ▶ Meet the minimum 6 minute or less response time for structure fires and EMS calls 90% of the time.
- ▶ Minimum of 14 to 15 Firefighters on the scene of a structure fire within 8 minutes at least 90% of the time in all districts.
- ▶ Achieve a relative balance between mutual and automatic aid given and supplied.
- ▶ Provide training for all operational personnel at a minimum 20 hours per month for fire/rescue training, and 5 hours per month for EMS training at least 95% of the time.
- ▶ Conduct a village wide emergency response exercise utilizing the Arlington Heights emergency operations Center and involving specific outside emergency response agencies such as Red Cross.
- ▶ Successfully complete the State of Illinois re-validation process for the Hazardous Materials and Special Rescue Response Teams.
- ▶ Continue the self-evaluation process for possible accreditation of the fire department by the Center for Public Safety Excellence.

FIRE

(Continued)

Performance Measures	Calendar Year		
	2008	2009	2010
1. Service Calls:			
Fire	120	104	133
EMS	6,588	6,312	6,380
Hazmat	372	290	354
Emergency Assists	1,482	1,641	1,446
False Alarms	<u>1,422</u>	<u>1,169</u>	<u>1,255</u>
Total Calls	9,984	9,516	9,568
2. % Response Time 6 Minutes or Less (Goal of 90% or greater)			
Fire Calls (Structure Fires)	90.90%	92.30%	93.33%
EMS Calls (Emergencies)	91.10%	91.51%	91.83%
3. # of Confirmed Structure Fires and % response time within 8 minutes at a structure fire: (All Districts goal of 90% or greater)			
a. With at least 14 Firefighters: (Optimal)			
District 1	(1) 100%	(2) 100%	(2) 100%
District 2	(6) 60%	(3) 100%	(6) 83%
District 3	(2) 100%	(3) 100%	(3) 100%
District 4	(3) 100%	(5) 100%	(4) 100%
<u>All Districts</u>	(12) 90%	(13) 100%	(15) 92.8%
b. With at least 13 Firefighters:			
District 1	(1) 100%	(2) 100%	(2) 100%
District 2	(6) 80%	(3) 100%	(6) 100%
District 3	(2) 100%	(3) 100%	(3) 100%
District 4	(3) 100%	(5) 100%	(4) 100%
<u>All Districts</u>	(12) 95%	(13) 100%	(15) 100%
c. With at least 12 Firefighters:			
District 1	(1) 100%	(2) 100%	(2) 100%
District 2	(6) 100%	(3) 100%	(6) 100%
District 3	(2) 100%	(3) 100%	(3) 100%
District 4	(3) 100%	(5) 100%	(4) 100%
<u>All Districts</u>	(12) 100%	(13) 100%	(15) 100%
4. Mutual Aid / Auto Aid Responses:	Mutual & Auto	Mutual & Auto	Mutual & Auto
Calls Given	911	763	721
Calls Received	995	1,019	1,016
5. % of Operational Personnel Meeting Minimum Training Standards	98.00%	98.00%	97.00%

FIRE**(Continued)**

Performance Measures (cont.)	Calendar Year		
	2008	2009	2010
6. # of Knox Boxes:			
Installed During Calendar Year	35	22	29
Total Installed	896	918	947
7. ISO Rating:	1	1	1
8. Unit Responses:			
Ambulance 1	2,083	2,058	2,093
Ambulance 2	2,234	2,048	2,081
Ambulance 3	1,559	1,495	1,567
Ambulance 4	<u>1,501</u>	<u>1,457</u>	<u>1,334</u>
Subtotal Ambulances	7,377	7,058	7,075
Squad 1	2,854	2,607	2,529
Squad 2	<u>2,914</u>	<u>2,664</u>	<u>2,550</u>
Subtotal Squads	5,768	5,271	5,079
Engine 2	1,371	1,403	1,199
Engine 3	1,764	1,556	1,534
Engine 4	<u>1,695</u>	<u>1,590</u>	<u>1,438</u>
Subtotal Engines	4,830	4,549	4,171
Battalion 1	1,060	1,062	849
Ladder Tower 1	<u>1,229</u>	<u>1,127</u>	<u>989</u>
Total Unit Responses	<u>20,264</u>	<u>19,067</u>	<u>18,161</u>

OPERATION SUMMARY

FIRE

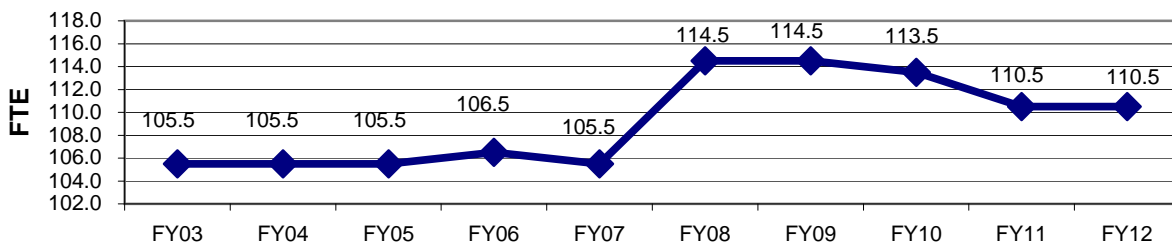
3501

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	114.5	113.5	110.5	110.5	110.5	0.0	0.0%
Expenditures							
Personal Services	\$15,077,615	\$15,345,809	\$16,188,500	\$16,100,500	\$16,907,700	\$807,200	5.0%
Contractual Services	1,204,472	1,271,263	1,306,200	1,320,300	1,329,000	8,700	0.7%
Commodities	331,268	283,599	307,600	355,870	369,800	13,930	3.9%
Other Charges	0	0	0	0	0	0	N/A
Capital Items	125,470	163,939	155,000	170,000	110,000	(60,000)	(35.3%)
Total Expenditures	\$16,738,825	\$17,064,610	\$17,957,300	\$17,946,670	\$18,716,500	\$769,830	4.3%

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$16,612,555	\$16,898,971	\$17,800,800	\$17,774,970	\$18,604,900	\$829,930	4.7%
401 Capital Projects Fund	125,470	163,939	155,000	170,000	110,000	(60,000)	(35.3%)
515 A & E Fund	800	1,700	1,500	1,700	1,600	(100)	(5.9%)
Total Expenditures	\$16,738,825	\$17,064,610	\$17,957,300	\$17,946,670	\$18,716,500	\$769,830	4.3%

STAFFING HISTORY



FIRE (3501)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-3501-512.10-01	Salaries	213,116	171,832	153,200	153,000	145,700	(7,300)	(4.8%)
101-3501-512.10-04	RHS Contributions	24,314	0	0	0	0	0	N/A
101-3501-512.12-01	Fire Administration	838,661	866,300	882,000	893,100	904,800	11,700	1.3%
101-3501-512.12-16	Fire Supervision	1,455,927	1,488,455	1,541,500	1,563,100	1,578,600	15,500	1.0%
101-3501-512.12-21	Firefighter	6,568,915	6,750,128	6,751,200	6,816,200	7,053,400	237,200	3.5%
101-3501-512.18-01	Temporary Help	4,752	0	0	0	0	0	N/A
101-3501-512.18-05	Overtime Civilian	321	0	200	500	500	0	0.0%
101-3501-512.18-07	Overtime Sworn	679,778	575,085	450,000	278,300	278,300	0	0.0%
101-3501-512.18-09	Holiday Sworn	0	0	125,000	125,000	125,000	0	0.0%
101-3501-512.18-80	Special Detail	48,962	29,898	33,000	15,400	15,400	0	0.0%
101-3501-512.18-81	Special Detail - Grants	0	0	0	0	0	0	N/A
	Salaries	9,834,746	9,881,698	9,936,100	9,844,600	10,101,700	257,100	2.6%
101-3501-512.19-01	Workers Compensation	456,500	479,300	498,500	498,500	513,500	15,000	3.0%
101-3501-512.19-05	Medical Insurance	1,524,800	1,594,300	1,661,000	1,661,000	1,687,900	26,900	1.6%
101-3501-512.19-09	Public Safety Pension	3,109,350	3,244,000	3,948,000	3,948,000	4,459,000	511,000	12.9%
101-3501-512.19-10	IMRF	26,605	19,409	17,200	17,400	18,000	600	3.4%
101-3501-512.19-11	Social Security	12,907	9,875	9,500	9,600	9,100	(500)	(5.2%)
101-3501-512.19-12	Medicare	111,907	115,527	116,700	119,700	116,900	(2,800)	(2.3%)
	Fringe Benefits	5,242,069	5,462,411	6,250,900	6,254,200	6,804,400	550,200	8.8%
101-3501-512.20-37	Central Dispatch	213,582	234,553	222,800	222,800	218,300	(4,500)	(2.0%)
101-3501-512.20-40	General Insurance	155,900	163,700	171,900	171,900	177,100	5,200	3.0%
101-3501-512.21-02	Equipment Maintenance	34,822	32,118	34,000	34,000	38,400	4,400	12.9%
101-3501-512.21-07	Vehicle Equip Maintenance	4,458	3,928	4,000	4,300	4,300	0	0.0%
101-3501-512.21-65	Other Services	42,615	34,811	38,000	41,500	37,000	(4,500)	(10.8%)
101-3501-512.22-02	Dues	26,282	26,451	27,000	29,600	29,600	0	0.0%
101-3501-512.22-03	Travel & Training	43,382	45,279	39,000	39,000	44,700	5,700	14.6%
101-3501-512.22-05	Postage	988	1,023	2,100	3,300	2,500	(800)	(24.2%)
101-3501-512.22-10	Printing	2,437	1,354	1,100	3,600	2,000	(1,600)	(44.4%)
101-3501-512.22-15	Photocopying	8,906	6,746	8,000	12,000	10,000	(2,000)	(16.7%)
101-3501-512.22-25	IT/GIS Service Charge	240,600	242,100	261,900	261,900	228,500	(33,400)	(12.8%)
101-3501-512.22-37	Vehicle/Equip Lease Charge	430,500	479,200	496,400	496,400	536,600	40,200	8.1%
	Contractual Services	1,204,472	1,271,263	1,306,200	1,320,300	1,329,000	8,700	0.7%
101-3501-512.30-01	Publications Periodicals	682	1,355	1,300	1,500	1,500	0	0.0%
101-3501-512.30-05	Office Supplies & Equip	5,075	6,029	5,900	5,900	6,500	600	10.2%
101-3501-512.30-20	Photographic Supplies	308	182	100	100	100	0	0.0%
101-3501-512.30-35	Clothing	109,883	94,865	100,000	119,000	119,000	0	0.0%
101-3501-512.30-50	Petroleum Products	90,533	68,393	74,500	73,400	89,100	15,700	21.4%
101-3501-512.31-45	Janitorial Supplies	4,285	5,201	5,700	5,700	7,000	1,300	22.8%
101-3501-512.31-55	Building Supplies	515	1,330	1,700	1,800	2,100	300	16.7%
101-3501-512.31-60	Chemicals	9,398	6,088	10,000	11,000	10,100	(900)	(8.2%)
101-3501-512.31-65	Other Equip & Supplies	12,097	26,446	22,000	27,900	27,900	0	0.0%
101-3501-512.31-85	Small Tools and Equipment	56,036	32,190	47,000	65,770	62,000	(3,770)	(5.7%)
101-3501-512.32-80	Books	3,803	1,872	2,100	2,500	2,800	300	12.0%
101-3501-512.33-05	Other Supplies	9,795	9,018	7,300	10,300	9,700	(600)	(5.8%)
101-3501-512.33-15	CPR Program Donation Sup	2,615	1,929	0	0	0	0	N/A
101-3501-512.33-50	Medical Supplies	26,243	28,701	30,000	31,000	32,000	1,000	3.2%
	Commodities	331,268	283,599	307,600	355,870	369,800	13,930	3.9%
	Total Fire Department	16,612,555	16,898,971	17,800,800	17,774,970	18,604,900	829,930	4.7%

FIRE**General Fund****PERSONNEL SUMMARY**

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1195	Fire Chief	D71	1.00	1.00	
1200	Deputy Fire Chief	D61	2.00	2.00	
1210	Battalion Commander	C51	3.00	3.00	
1211	Division Commander	C51	2.00	2.00	
1215	Fire Lieutenant	--	16.00	16.00	
1220	Firefighter II (Engineer)	--	12.00	12.00	
1225	Firefighter II (Paramedic)	--	51.00	51.00	
1230	Firefighter I	--	21.00	21.00	
1214	Assistant ESDA Coordinator	B22	0.50	0.50	
1735	Administrative Assistant II	B21	1.00	0.50	(0.50)
1740	Administrative Assistant I	A13	0.00	0.50	0.50
1710	Account Clerk II	A13	1.00	1.00	
Total F-T-E			110.50	110.50	0.00

FIRE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-3501-512.10-01	Salaries	Salaries		153,000		145,700
101-3501-512.12-01	Fire Administration	Fire Administration		893,100		904,800
101-3501-512.12-16	Fire Supervision	Fire Supervision		1,563,100		1,578,600
101-3501-512.12-21	Firefighter	Firefighter		6,816,200		7,053,400
101-3501-512.18-05	Overtime Civilian	Overtime Civilian		500		500
101-3501-512.18-07	Overtime Sworn	Overtime Sworn		278,300		278,300
101-3501-512.18-09	Holiday Sworn	Holiday Sworn		125,000		125,000
101-3501-512.18-80	Special Detail	Special Detail		15,400		15,400
		TOTAL SALARIES		9,844,600		10,101,700
FRINGE BENEFITS:						
101-3501-512.19-01	Workers' Compensation	Workers' Compensation Insurance		498,500		513,500
101-3501-512.19-05	Medical Insurance	Medical Insurance		1,661,000		1,687,900
101-3501-512.19-09	Public Safety Pension	Public Safety Pension		3,948,000		4,459,000
101-3501-512.19-10	IMRF	IMRF		17,400		18,000
101-3501-512.19-11	Social Security	Social Security		9,600		9,100
101-3501-512.19-12	Medicare	Medicare		119,700		116,900
		TOTAL FRINGE BENEFITS		6,254,200		6,804,400
CONTRACTUAL SERVICES:						
101-3501-512.20-37	Central Dispatch	Fire Department portion (25%) Communications Services	220,000		218,300	
		CAD data lines & equipment	2,800	222,800	0	218,300
101-3501-512.20-40	General Insurance	Liability and property insurance		171,900		177,100
101-3501-512.21-02	Equipment Maintenance	Mobile, main, portable & pager radio repairs		4,100		7,000
		Medical telemetry repairs		1,000		1,000
		Medical defibrillator service contract		12,000		10,000
		AED service contract		3,000		6,000
		Office equipment repairs		200		200
		Hose, nozzle & brass goods		500		500
		Station appliances		1,500		5,000
		Medical equipment repairs		2,500		1,000
		Self-contained breathing apparatus testing and repairs (IL OSHA)		3,000		3,000
		SCBA compressor - service contract		3,700		3,700
		Small tools & equipment		1,000		500
		Test equipment repairs		1,500	34,000	500
						38,400

FIRE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-3501-512.21-07	Vehicle Equip. Maint.	Lettering and graphics	1,300		1,300	
		Vehicle equipment changeovers	3,000	4,300	3,000	4,300
101-3501-512.21-65	Other Services	Cellular phone contract	23,500		19,000	
		NW Community Hospital computerized reporting system	13,000		13,000	
		Video-conferencing system - annual maintenance & technical support (General Fund portion)	5,000	41,500	5,000	37,000
101-3501-512.22-02	Dues	Dues	2,000		2,000	
		MABAS	2,600		2,600	
		NIPSTA (50%)	25,000	29,600	25,000	29,600
101-3501-512.22-03	Travel & Training	Firefighter/Officer Training:				
		State Cert. Basic Firefighter Course (4)	8,000		12,000	
		State Certified Apparatus Engineer Course (2)	500		500	
		State Certified F/O Programs	1,000		1,000	
		Mid-level Management Courses	300		1,500	
		Continuing Education-Local Colleges	5,500		5,000	
		Emergency Medical Services:				
		Paramedic Classes-In Station by NWCH	17,500		17,500	
		Paramedic Course NWCH (2)	5,500		5,500	
		EMT Course NWCH (1)	500		500	
		ESDA meetings, courses & seminars	200	39,000	1,200	44,700
101-3501-512.22-05	Postage	Regular and registered mail		3,300		2,500
101-3501-512.22-10	Printing	Fire, investigation and emergency incident reports	500		200	
		Ambulance reports	1,500		800	
		Administration forms and reports	800		500	
		Public education/ESDA	800	3,600	500	2,000
101-3501-512.22-15	Photocopying	Photocopies, supplies & maintenance	7,800		5,800	
		Lease of Xerox WC4118P (#1)	500		500	
		Lease of Xerox W5645T (#2)	2,900		2,900	
		Lease of Xerox WC4118P (#3)	400		400	
		Lease of Xerox WC4118P (#4)	400	12,000	400	10,000
101-3501-512.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		261,900		228,500
101-3501-512.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		496,400		536,600
		TOTAL CONTRACTUAL SERVICES		1,320,300		1,329,000
COMMODITIES:						
101-3501-512.30-01	Publications/Periodicals	Miscellaneous publications		1,500		1,500
101-3501-512.30-05	Office Supplies & Equip.	General office supplies		5,900		6,500
101-3501-512.30-20	Photographic Supplies	Misc. film, processing		100		100

FIRE

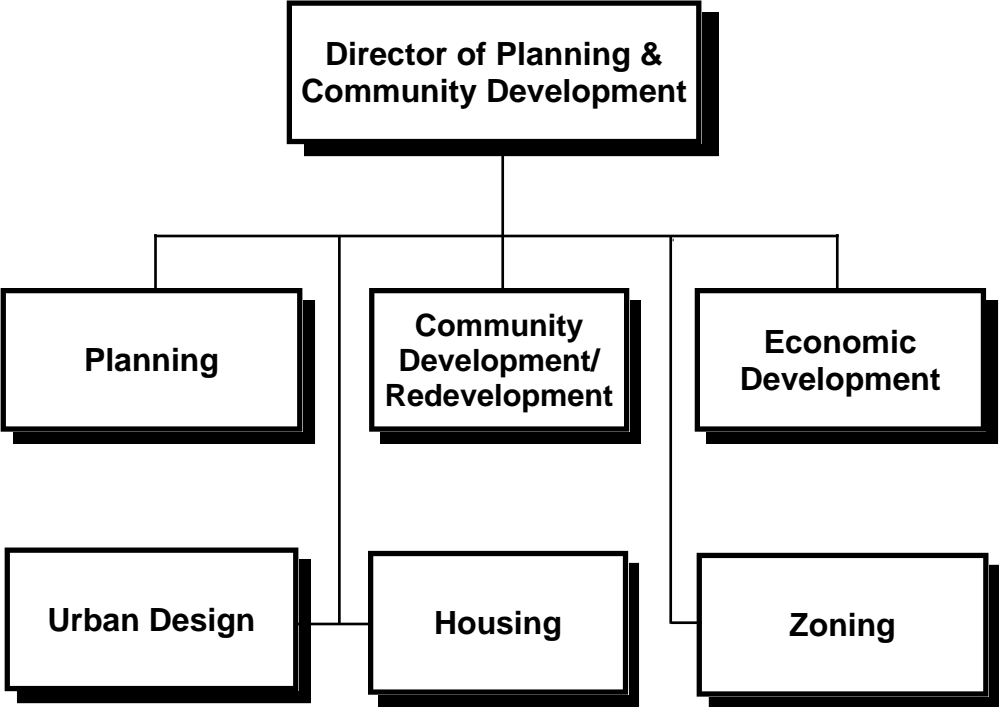
GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-3501-512.30-35	Clothing	Clothing for officers	7,300		7,300	
		Clothing for firefighters & paramedics	59,800		60,000	
		Firefighting protective clothing, boots, coats, bunker pants and gloves	31,000		33,700	
		Contractual employee uniform maintenance	20,900	119,000	18,000	119,000
101-3501-512.30-50	Petroleum Products	Gasoline for department vehicle(s)		73,400		89,100
101-3501-512.31-45	Janitorial Supplies	Miscellaneous janitorial supplies		5,700		7,000
101-3501-512.31-55	Building Supplies	Miscellaneous building supplies (lumber, paint and hardware)		1,800		2,100
101-3501-512.31-60	Chemicals	Medical oxygen	5,900		6,000	
		Fire extinguisher recharging & testing	1,100		1,100	
		Foam concentrates	4,000	11,000	3,000	10,100
101-3501-512.31-65	Other Equip. & Supplies	Radio & pager batteries and parts	3,500		3,500	
		Telemetry & defibrillator batteries/parts	2,000		2,000	
		Miscellaneous repairs to small equipment	2,900		2,900	
		Filters for air purification compressors	2,300		2,300	
		HAZ/MAT test sensors	1,400		1,400	
		Appliances for Fire Stations	4,600		4,600	
		Furniture for Fire Stations	5,000		5,000	
		Office furniture for Fire Stations	1,600		1,600	
		Emergency lighting and warning	4,600	27,900	4,600	27,900
101-3501-512.31-85	Small Tools and Equip.	Fire hose	8,900		10,000	
		Rope & related equipment	3,000		2,000	
		Dive rescue equipment	2,000		2,000	
		Hazmat equipment	6,000		3,000	
		Nozzles, applicators, brass goods & appliances	6,100		5,000	
		Miscellaneous tools, lights, etc.	15,500		26,000	
		Rescue equipment (SQ3)	6,000		6,000	
		USAR equipment	6,000		3,000	
		Radios, VHF portables	5,000		5,000	
		Prior Year Encumbrance Carryover	7,270	65,770	0	62,000
101-3501-512.32-80	Books	Officer Training Series updates	300		0	
		Updating station training manuals	300		0	
		Update maps and map books	400		600	
		Emergency Medical Training Series	1,400		1,000	
		Miscellaneous reference books	100	2,500	1,200	2,800
101-3501-512.33-05	Other Supplies	Station supplies & materials	3,200		3,200	
		Public education materials	5,600		5,000	
		Fire related computer software	1,500	10,300	1,500	9,700
101-3501-512.33-50	Medical Supplies	Expendable bandages, drugs and various portable equipment		31,000		32,000
		TOTAL COMMODITIES		355,870		369,800
		TOTAL FIRE DEPARTMENT		17,774,970		18,604,900

PLANNING & COMMUNITY DEVELOPMENT

ORGANIZATION STRUCTURE



PLANNING & COMMUNITY DEVELOPMENT

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

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

Long Range/Comprehensive Planning: Formulates policies affecting overall and long-term Village development; collects, analyzes and presents data to determine community goals, assists in their attainment and interprets the Comprehensive Plan and implements the Comprehensive Planning Program. Facilitated development of the Downtown Master Plan, Metra STAR Line Master Plan, and coordinates its implementation. Presents educational Planning Program to area schools.

Zoning and Development Review: Coordinates the Village's Development Review Process for new development or redevelopment including Planned Unit Developments, rezonings, special uses, preliminary and final plats of subdivision, land use variations and zoning variations. Analyzes issues and formulates recommendations to the Plan Commission and Village Board regarding the Zoning and Subdivision Control Regulations to better implement the Comprehensive Plan. Reviews all Building Permit applications for compliance with the Zoning Ordinance (including single family permits, commercial permits, multi-family permits, and fence permits) and all sign permits beginning in 2009.

Housing and Community Development: Administers the various grant programs available from Federal agencies and provides assistance to qualified residents and public/private agencies in obtaining funds for eligible services from these programs. These grants include the Community Development Block Grant (CDBG), Community Development Block Grant – Recovery Program, and the Energy Efficiency and Conservation Block Grant (EECBG). Ensures compliance with new Federal mandates. Directly administers the Single-Family Rehabilitation Program, rehabilitation of group homes and transitional housing, and other CDBG-funded construction projects. Monitors sub recipients that receive CDBG funds to provide social services or to undertake construction projects. Prepares the Village's 5-year Consolidated Plan, Annual Action Plans, and Fair Housing Plan, monitors legislation, and develops proposals and projects concerning affordable housing and other community development needs in the Village.

Economic Development: Monitors Community and Economic Development activities, and promotes and markets the Village to maintain and enhance its economic base. Updates relevant economic and demographic data; coordinates the Business Retention and Attraction Programs; develops and coordinates the Discover Arlington Marketing and the Village's Economic Development Program.

Urban Design and Beautification: Oversees the review process for Design Commission applications, including single family homes, commercial development, variances for signage as well as administrative review of single family homes, commercial administrative review and signs in the Downtown and Village wide. Implementation of design guidelines; prepares design development and construction documents, specifications and contract administration for urban design beautification projects. Review of landscape plans for commercial projects. Reviews plans during the building permit review process. Development and research of special projects, such as corridor beautification, landscape medians, decorative lighting in the Downtown and Sign Code Modifications. Assist in CIP programming. Implementation of the Downtown Master Plan action items and development of long range projects such as the Metra STAR Line. Work in conjunction with other Village departments such as Engineering and Public Works to implement Downtown streetscape, including beautification, pedestrian spaces, banners, and signage.

PLANNING & COMMUNITY DEVELOPMENT

(Continued)

Redevelopment: Analyzes, defines, selects and prepares specific area redevelopment studies including a systematic approach to Downtown revitalization. Coordinates property acquisition when appropriate for redevelopment. Coordinates municipal facilities. Development and research of early studies for Metra STAR Line project. Administers the Village's four Tax Increment Financing (TIF) Districts.

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

- | | |
|-----------------------------------|-------------------------------|
| ▶ Plan Commission | ▶ Arlington Economic Alliance |
| ▶ Ordinance Review Committee | ▶ Housing Commission |
| ▶ Plat and Subdivision Committee | ▶ Design Commission |
| ▶ Comprehensive Plan Subcommittee | ▶ Redevelopment Commission |
| ▶ Art Commission | ▶ Zoning Board of Appeals |

Awards:

2010 Winner of the Chaddick Municipal Development Process Award

The 2009 Chicago Building Congress Merit Award for Village Hall

The 2009 APWA Award for Village Hall, Project of the Year

The 2008 Daniel Burnham Award for Excellence in Planning awarded by the Metropolitan Planning Council for the mixed-income Timber Court Condominium project.

American Planning Association National Planning Award for Downtown planning and implementation.

Daniel Burnham Award for Excellence in Planning awarded by the Metropolitan Planning Council for Downtown planning.

The Presidents' Arts Friendly Community Award presented by the Illinois Arts Council and the Illinois Municipal League for outstanding innovation and leadership in using the arts to build healthy communities.

Regional Committees: Department representation are members of the following Regional Committees:

- Metra Star Line Regional Planning Task Force
- Chicago Metropolitan Agency for Planning 2040 Economic Development Committee
- Chicago Metropolitan Agency for Planning Housing Committee
- Municipal Design Review Network MDRN

2010-11 Status of Goals and Objectives

- ▶ **To efficiently manage the Village's resources and implement opportunities to reduce spending.** Due to the economy, several capital projects were recommended by Staff for deferral and numerous operational efficiencies have been implemented.

The Department submitted for, and received grant funding from EECBG, CMAQ, ITEP, CDBG and Illinois Clean Energy Foundation. The Discover Arlington direct mail for Fall 2009 was recommended to be eliminated and in its place more economic marketing initiatives were employed. As of September 2009 – The Planning & Community Development Department distributed the monthly report electronically to 35 recipients including, Plan Commissioners,

Design Commissioners, Economic Alliance members, and Department Directors. The initiative not only saves time and money, but reduces the use of paper resources. Specifically, an average monthly report of 17 pages reduces the usage of 595 sheets of copy paper or 7,140 sheets over a 2 month time period. In addition, zoning map printing reduced from approximately \$4,000 to \$150 annually. Other reports such as Design Commission Certificates of Appropriateness and various commission agendas are distributed electronically.

Direct e-blast marketing has also been initiated for select projects.

- ▶ **Continue to coordinate the Village's Zoning and Development Review Process.** The Department continues to coordinate a multitude of projects through the development review process.

In 2010 the Village received the Chaddick Award. Receipt of the award reinforces the Village's "pro-business friendly" commitment as well as the development and implementation of fair and equitable development processes that facilitates development of the highest quality in the most efficient and timely manner.

The Planning and Community Development Department continues to implement the Pencil Date process for public hearings. Of the 13 cases that went to Plan Commission, 11 cases hit the target pencil date. The remaining 2 cases, however were delayed due to length of time to receive developer responses to Departmental comments. The average length for all 13 Plan Commission petitions since 01/01/10 was 45 days from the time a complete application was submitted to the actual public hearing. The 2010 average is the same as the 2009 average and is 15 days less than the 2008 average of 60 days.

The Department continues to successfully coordinate the Plan Commission review process for the Village (16 petitioners in 2010 and an additional 75 temporary/preliminary projects).

Projects coordinated during the past year include; Northwest Central Dispatch, Paragon Mechanical, U.S. Cellular at Lake Arlington, Boeger Place Apartments, Arlington Dog House, Mariano's, Arlington Crossings, Toscana Restaurant, Linda Z's Sewing Supply Center, Arlington Heights Park District Davis Street Maintenance Facility, Subway Sandwiches, Enterprise Rent-A-Car, 2020 E. Northwest Highway Redevelopment, Hand Surgery Associates, Arlington Plaza Freestanding Sign, and Clearwire Communications at the Fountains of Arlington.

The Department also conducts all zoning reviews to determine compliance with all zoning and landscape codes. 2031 were reviewed in 2010, 1852 were reviewed in 2009 and 2077 were reviewed in 2008, compared to 2270 in 2007. 29 petitions were processed and heard by the ZBA in 2010.

- ▶ **Continue to recommend changes in the Zoning and Subdivision Control Regulations to better implement the Comprehensive Plan.** The Planning & Community Development Department and the Plan Commission are researching, analyzing and developing several ordinance amendments.

The Department is continually reviewing various Village policies and codes for areas in need of amendments. In particular, as a result of taking over the zoning review for the Village in 2004, staff noted certain sections of the Zoning Ordinance that could be clarified or updated to meet current standards and/or demands. In 2010, the Department identified the lack of zoning regulations encouraging and permitting the installation of accessory renewable energy systems for residential, commercial, office, and manufacturing properties within the Village. To correct this, the Department developed draft zoning regulations to permit, by varying degrees, forms of solar, wind, and geothermal energy systems. The draft language has been presented to the Ordinance Review Committee and will go to the Plan Commission in early 2011. In addition research was

conducted regarding tree houses. Changes to the accessory structure section of the zoning code is proposed which includes a maximum size for tree houses.

- ▶ **To administer and improve the management of the Village's Community Development Block Grant (CDBG) and Community Development Block Grant-Recover (CDBG-R), programs, comply with new federal mandates and programs, and develop other programs and resources.** The Planning & Community Development Department continues to ensure that HUD requirements are being satisfied with regard to coordination of the CDBG Program and to administer the various grant programs available from federal agencies. The Department coordinated and monitored the subrecipients for the CDBG fiscal year 2010 – 2011 Program funded in the amount of \$435,660.

The Department continues to prepare planning documents, financial reports and performance reports required by federal sources (e.g., Consolidated Plan-Annual Action Plan, Fair Housing Plan, and Consolidated Annual Performance and Evaluation Report). In spring 2010, the Village's 5-Year Consolidated Plan including; the FY 2010/2011 Annual Action Plan, was approved by HUD. The Consolidated Plan covers the period from May 1, 2010-April 30, 2015 approved by HUD. Creation of the 5-Year Consolidated Plan involved extensive demographic research in order to project the needs of the Village's population over the next 5 years. The Consolidated plan was developed according to the Village's Citizen Participation Plan. For the first time, the draft Consolidated Plan was posted and available for public comments on the Village's website. Also posted on the website was a public survey used to ascertain the community's views concerning needs and proposed project areas.

The Department monitored the adoption of the Federal FY 2010 HUD budget and planned for the Village's program year accordingly. The Department also monitored guidance provided by HUD concerning the implementation of the American Reinvestment and Recovery Act of 2009 that made a supplemental appropriation of CDBG funds available to the Village. The Department managed the allocations from the CDBG-R funding to public service agencies that provided eligible services under the CDBG-R program. The Department issued a request for grant proposals to identify agency owned group homes that would receive energy audits and grants for energy improvements from the CDBG-R allocation. Five group homes were identified to benefit from this program. Bids were solicited for the work and grants were approved for improvements at all 5 homes at approximately \$10,000 each. Grant Agreements were prepared for the agencies and the construction work will take place in 2011.

The Department directly administered the Single-Family Rehabilitation Loan Program through which \$4,690,170 has been loaned to 462 homeowners for moderate home rehabilitation since 1978. By the end of calendar year 2010, \$2,443,567 has been repaid and reprogrammed for CDBG-eligible programs. In 2010, 7 Single-Family Rehab projects have been completed or are well underway.

The Department developed the new Home Energy Program funded through the Department of Energy's Energy Conservation Block Grant (EECBG) program. The Home Energy Program involves taking applications from homeowners seeking to have home energy audits conducted at their homes. The cost of a typical home energy audit is \$500 of which the Village pays half and the homeowner pays half. Homeowners may then apply for 0% interest, deferred loans from the Village to complete improvements recommended in the home energy audits. The loan funds from the Village are for half the cost of the improvements up to a maximum of \$3,000. The loans are repaid when the homes are sold, thereby creating a revolving loan fund for this program.

The Home Energy Program was fully developed in 2010. Application forms are available at the Planning Department and on the Village's website. As of the end of 2010, 15 home energy audits were conducted, two loans were closed, and 3 additional loans were approved.

The Department evaluated changes in the housing market, including foreclosures, and their impact on the Village and its housing programs. There is a developing trend at the federal level away from the previous very strong emphasis on homeownership programs and more toward a balanced approach including more funding for affordable rental projects.

The Department tracked the number of homes in Arlington Heights for which foreclosure actions have been filed, the number of homes in the auction process due to foreclosures, and the number of homes that became bank-owned due to foreclosures. Resources identified to assist residents who are at risk of foreclosure are being evaluated. The Department participated in a Technical Assistance Workshop sponsored by the Urban Land Institute to examine and identify possible actions to be taken with respect to condominium foreclosures. Condominium foreclosures constitute approximately 50% of the foreclosures in Arlington Heights and represent unique issues for owners and the Village. The Village participated in the Workshop to represent condominium foreclosure issues throughout northwest suburban Cook County. The Urban Land Institute report from the Workshop is expected to be published by the end of 2010.

The Department worked with several regional organizations in order to create and become informed about community development resources. These organizations included the Metropolitan Planning Council and Metropolitan Mayors Caucus. An initiative to develop an inter-jurisdictional affordable housing effort to focus on workforce housing needs moved forward with an emphasis on retaining and supporting rental housing and addressing the condominium foreclosure issue. A half day seminar was held at Arlington Heights concerning the retention and strengthening of rental housing in the northwest suburbs on November 17, 2010.

The Department is working with the Housing Commission that proposed the formation of a Task Force to investigate establishing an Arlington Heights affordable housing trust fund.

- ▶ **Seek opportunities to implement the Village Board's goal to encourage affordable private housing.** Consistent with the Village Board's goal to encourage and promote the development of private affordable housing, the Department continued to promote the affordable housing program at Timber Court Condominiums. Timber Court Condominiums is a 3-building condominium development that is planned to contain 108 units. Twenty percent (20%) of the units are restricted for sale to low and moderate-income homebuyers at affordable sale prices. Upon resale, the units must be resold to low and moderate-income homebuyers at restricted resale prices that will keep the units affordable in perpetuity. The first two of the three buildings have been constructed. These two buildings contain 14 affordable units. Sales of the affordable units began in late 2007 and continued into 2008. Eleven of the 14 affordable units have been sold. In September 2008, the Village was honored with the Metropolitan Planning Council's 2008 Daniel Burnham Award for Excellence in Planning for this mixed-income project.

Following up on the experience and successes at Timber Court Condominiums, the Department wrote a "Multi-Family Affordable Housing Tool Kit" which instructs future multi-family developers on the Village policies concerning the inclusion of affordable units in residential developments. In 2009, under a recommendation from the Housing Commission, the Department added a fee-in-lieu of providing affordable housing units to the Tool Kit.

The Department worked with the Cook County Assessor's Office to insure that the affordable units at Timber Court Condominiums were assessed according to their sale prices rather than their open, fair market value. This adjustment in assessment level will help keep the units affordable to the owners.

At the end of 2010, the Village addressed issues raised by market conditions that are making it difficult to finance the sale of condominiums, including those at Timber Court. Staff prepared and the Housing Commission approved a plan to accept applications from owners of affordable units who are seeking to temporarily rent their units due to hardship circumstances.

- ▶ **To annually review the Comprehensive Plan and formulate policies affecting Village development. Pursue the development and implementation of the long term Comprehensive Planning Program.** The Village's development review process functions by evaluating a developer's proposals and zoning requests based upon the Comprehensive Plan and the appropriate Village codes.

The Department continues to implement the Comprehensive Planning Program and the individual redevelopment, corridor and annexation studies. Implementation of the adopted Downtown Master Plan continued. The Metra STAR Line Master Plan was adopted in 2009. The Master Plan for the STAR Line sets forth goals and objectives for redevelopment in conjunction with the STAR Line. The Village will continue to pursue redevelopment of underdeveloped land throughout the Village, targeting commercial areas with redevelopment potential.

- ▶ **Continue to monitor community and economic development climate to better enhance business retention and attraction. Coordinate new pro-active marketing and economic development programs. Focus on use of the new web site to bolster retention, recruitment and marketing programs.** The Department continues to take a pro-active approach to monitoring and enhancing the local economic base. Space available is regularly tracked through vacancy surveys and broker referrals. Assistance is provided to retail, commercial, and industrial users.

During 2010, the Village's economic development strategy was successful in attracting businesses to locate or expand existing facilities in the Village of Arlington Heights. The economic development strategy has also focused upon major anchor retailers and junior anchors to assist in our shopping center redevelopment efforts.

The 3 primary Economic Development Strategies are:

- Business Attraction
- Business Retention
- Discover Arlington Marketing

BUSINESS ATTRACTION

The Department of Planning and Community Development continues to implement an aggressive business marketing program, including advertising and trade show attendance. In 2010, this program has produced over 220 leads of businesses that are seeking to expand or relocate. Staff attended several national and local trade shows to promote the community.

The two most noteworthy new retail businesses include Mariano's Fresh Market grocery store and the Dollar Tree store. Mariano's Fresh Market opened in July with a 68,000 square foot grocery store and Dollar Tree opened a 13,000 square foot store at Golf and Arlington Heights roads in the Arlington Towne Square Shopping Center. Ross Dress for Less is expected to open at Northpoint Shopping Center in 2011 and hhgregg has a letter of intent to open at the Annex of Arlington. The Rohrman Auto Group has a new Lexus dealership under construction west of their Arlington Nissan facility on Dundee Road. Some others include Mago Restaurant, Carlos & Carlos, T Mobile, and Bigby Coffee in Downtown. We are also working with a developer to bring Culver's to the Village on the former Mark Motors site. We also recruited three new restaurants for the Lone Star Steakhouse space. They include Smashburger, Jersey Mike's and Caribou Coffee.

Significant non-retail attraction efforts have resulted in assistance provided to many businesses. The following key non-retail businesses received assistance including Meritage Realty, Kolbi Pipe Marker, Okaya USA Corporation, LitePoint Corporation, Newnet Communications, Mitsu Boshi

Boeki, Inc, Infinite Convergence Systems, LaSalle Network, Nippon Sharyo Engineering & Marketing, Scottrade, World Green Pharma Corporation, First Surgical Assistants, Noble Healthcare, Freshtech Maid Service, and Chicago Micro.

In addition, a significant amount of time has been spent on the Sheraton CoCo Key Water Park attraction efforts.

In the retail and service sectors, a number of businesses opened new facilities or expanded existing facilities in Arlington Heights. Some of the over 120 new businesses that opened included: Mario's Trattoria, Niffy African Store, All That Jazz, Arlington Dog House, Bigby Coffee, A La Mode, Corner Park LLC, Dollar Tree, Dry Clean Direct, Fitness 19, Gavel Technologies, Halloween City, Mago Restaurant, Mariano's Fresh Market, RAC Rent-A-Center, Northwest Jewelers, Stanley's Superstore, T Mobile, Trilogi Kitchens & Remodeling, and Traces of Heaven & Gift Bandit.com. The new or expanded businesses added over 650 new employees.

In Downtown, Bigby Coffee opened a new coffee shop in the Train Station. Restaurant sales continue to do very well in Downtown Arlington Heights with projected sales of approximately \$28 million for the entire year. Some of the new restaurants that opened this year included Mago Restaurant, Carlos & Carlos, and Corner Park LLC, (Grand Station Restaurant) among others.

The Department of Planning and Community Development worked closely with the Arlington Economic Alliance throughout 2010 on web site maintenance including design and enhanced content. The Village maintained and added business content to the web site. The site promotes Arlington Heights Businesses. Staff worked closely with the Arlington Economic Alliance to produce the new Economic Development Brochure as well as launch the Business Video Program for Arlington Heights Businesses. These two economic development and marketing initiatives will attract additional business to Arlington Heights.

BUSINESS RETENTION

In 2010, retention visits amounted to approximately 250 and were comprised as follows: 69% retail/hotel, 21% office, and 10% industrial. We continue to focus more attention on office and industrial tenants. During 2009 there was a significant focus on business retention, resulting in more than 794 business visits and phone calls. The new business & development coordinator conducted numerous Downtown visits in an effort to become more acquainted with the business community. These contacts covered issues ranging from the permitting issues and construction projects to marketing ideas and event planning. The retention visits also included distribution of information on the Arlington Criterium Bike Race, Downtown Business Directories, Discover Guides, discoverarlington.com virtual business directory letters, and the discoverarlington.com business cards.

The Department worked diligently in the retention effort for Aurico Reports. The firm had considered a move to another community from Downtown Arlington Heights. Staff met with the company several times to determine their needs and assist in the retention effort. Staff compiled a list of available properties in Arlington Heights and worked with the office brokerage community to identify suitable locations in the Village. Several site tours were conducted with Aurico Reports to show them office space alternatives in Arlington Heights. After several months of effort, Aurico Reports decided to stay at their present location in the Village and keep their 70 plus employees in Downtown Arlington Heights. The department continues to focus attention on office uses in terms of both retention and attraction. The daytime working population assists in supporting restaurant and retail sales in Downtown Arlington Heights.

The Arlington Economic Alliance *Business Newsletters* were distributed to over 3,800 business owners and managers throughout the Village in both the Spring and Fall. Additionally, the Arlington Economic Alliance successfully hosted its 11th and 12th Economic Outreach Breakfast in

the Spring and Fall. The Spring Breakfast speaker was Bob Mariano from Roundy's Supermarkets who described his new Mariano's Fresh Market grocery store. The second speaker was Alfred Belluomini from the Small Business Administration. The theme for the Fall Economic Alliance Breakfast was "Strategies to Improve Your Business." The featured speaker was Sue Smedinghoff from the Illinois Small Business Development Center at Harper College. Both the Spring and Fall Economic Alliance Breakfasts recorded attendance of over 70 persons.

In January 2011 the Department will host the Hotel Roadshow with the Woodfield Chicago Northwest Convention & Visitors Bureau. The meeting will bring the hotel managers from all the Arlington Heights hotels to the Village Hall. The objective is to enhance the effectiveness of marketing efforts for area hotels.

DISCOVER ARLINGTON MARKETING

During 2010, a variety of major events and programs attracted consumers to the Downtown area including Sounds of Summer/Unplugged Thursdays, Farmers' Market, Picnic in the Park, Taste of Arlington, the Mane Event, Autumn Harvest, the Annual Holiday Lighting Ceremony, Take a Bough Holiday Tree Decorating Contest, Visit with Santa at Harmony Park, and the 5K Run with Santa. Event planning by the Village Manager's office and the Special Events Commission was complemented by event marketing efforts of the Marketing Team.

During 2010, Village staff proceeded with implementation of major Spring 2010 and Fall/Holiday 2010 marketing programs. The programs highlighted a "Discover Arlington – Shopping, Dining, Entertainment" theme and included publicity on the Village's major commercial areas as well as scheduled special events. The programs each included the following:

- ▶ Series of newspaper ads in the *Chicago Tribune* and *Daily Herald* for the spring campaign and Fall/Holiday campaign.
- ▶ A Shop Local Postcard was mailed to over 30,000 resident households in the Village. The Shop Local Postcard was posted on www.vah.com web site. The local shopping program information was updated on the web site marketing the Chamber of Commerce My Town Program, the 3/50 Project, and the Big Box and Auto Dealership Local Shopping Program.
- ▶ A Business Video Program was launched by the Arlington Economic Alliance and Lorelle Communications which will promote local Arlington Heights businesses and promote shopping locally.

Other 2010 marketing accomplishments included the following:

- ▶ Downtown Business Directories
 - The Village distributed 16,000 Downtown Business Directories in 2009 and 2010.
 - The directories were distributed to the 10 village hotels, Downtown retailers, train stations, village hall, and placed on the Village web site.
- ▶ Downtown Storefront Banners
 - The Village implemented storefront banner displays in vacant Downtown storefronts to promote the existing available retail location as well as to promote the Discover Marketing theme. Six banners were hung along with window graphics to highlight the existing retail location. The banners and the window text received positive feedback from the Design Commission.
 - It is anticipated that the storefront banner program will be expanded to other locations in the Downtown.

- ▶ Arlington Heights Discover Guide – Destination Marketing Guide
 - The Discover Guide was published and distributed to all the hotels in a joint effort between the Village and Chamber of Commerce. The Village paid for the Guide and the Chamber kept any proceeds from ad sales. Approximately 100,000 Guides were printed. The Discover Guides were distributed to all hotels and placed in every hotel room. Another 36,000 Discover Guides were distributed via the Daily Herald Newspaper to subscribers in Arlington Heights and seven surrounding zip codes. The Discover Guide is also prominently displayed on the Daily Herald web site as well as www.vah.com and www.discoverarlington.com web sites. The guides were also distributed at the Chamber of Commerce, Convention Bureau, Train Stations, Metropolis Performing Arts Centre, area restaurants, apartment complexes and hotels.

- ▶ www.discoverarlington.com business cards
 - The www.discoverarlington.com business cards continue to be distributed.
 - The business cards are on display at all departments in the Village Hall as well as at the 10 Village hotels, Metropolis Performing Arts Centre, Park District, train stations, and major retailers.

- ▶ Posters
 - Updated Downtown Business Directory in kiosks and parking garages
 - Spring/Summer 2010 – Event Calendar
 - Arlington Heights Halloween Event
 - Fall / Holiday 2010 – Event Calendar
 - Harmony Park Kiosk Posters

- ▶ Economic Development Advertorials
 - Business Facilities Magazine
 - Holiday Season Ads in the Chicago Tribune and Daily Herald

- ▶ Economic Development Brochure
 - The Planning Department and the Arlington Economic Alliance printed 1,500 copies of the Village's Economic Development Brochure and also placed the brochure on the Village web site.
 - The brochure is a testament to the strong business climate in Arlington Heights and the excellent business location.
 - The brochure is provided at the Village Hall information desk as well as at the Department of Planning & Community Development.

Continue to administer the Village's Beautification Program (aesthetic improvements to high visibility areas). As part of TIF II beautification projects and the Downtown Master Plan two new kiosks have been installed at the train station site on Dunton Avenue and on Eastman Street adjacent to the Parking garage. The North South Banners were bid and approved by the Village Board for implementation this year. The North South Banners are located on Evergreen Avenue, Dunton Avenue and Vail Avenue just north of the train tracks with 2 at each location. The banner assembly will match the site furnishings in the Downtown with a solar light component to light the banners at night. The banner graphics are in keeping with the marketing branding theme, "Always More to Discover". The bike shelter near the train station was constructed as well as the plaza at Miner Street which is identified in the Downtown Master Plan. The Village has been approved for a grant for 80% of the costs for the bike shelter through the Congestion Mitigation and Air Quality grant program. As part of the shelter, solar panels have been installed which feed back into the grid and offset energy use for the park. The Village has received from the Illinois Clean Energy Foundation a grant for 50% of the cost of the solar component. Staff is continuing to coordinate with Public Works and

Engineering on several of the beautification projects. Other planned improvements include an additional landscaped median on north Arlington Heights Road near Dundee Road as part of the roadway improvements. The median is part of a cost sharing program with the County. The Village has been approved for up to \$60,850 in grant money for the Davis Street walkway. The Illinois Transportation Enhancement Program (ITEP) received many more requests than it was able to support. The grant will pay approximately 80% of project costs and the Village would need to budget and fund the remaining 20%. Staff has developed and revised conceptual corridor improvement plans for south Arlington Heights Road, along with a report, survey, and images of improvements in local communities.

The Arts Commission is continuing to facilitate communications with the community and local artists with events such as the Artist Outreach Effort, Chair Competition, Photography Competition, Art Train and the Village Hall rotating art program. The Commission hosted four rotating art exhibits at Village Hall in the last year. The Commission is exploring options for a Cultural Arts Award which would be for recognition by the Village to an individual or group in honor of their substantial achievements in the arts. In addition the Commission is hosting with the Metropolis Performing Arts Centre a creative writing program for students. The writing program would ultimately allow students to see their writing pieces performed by actors.

- **Update and Implement Sign Code Modification to address current issues.** Staff is continuing to update and implement Sign Code Modifications in phases to address current issues.

The Sign Tool Kit was completed in 2010. The Sign Tool Kit is a graphic tool for local businesses, retailers and sign companies to review the Sign Code. It offers positive solutions, diagrams and visual case studies on how businesses can effectively use various signage to help identify a business. The Sign Tool Kit also explains the Village sign permit process. The Sign Tool Kit has been placed on the Village website. The Department also sent local area sign companies an outreach letter informing them of the Sign Tool Kit, guidelines for a successful signage program, permit requirements and illegal signs that are not allowed. Positive feedback was received from sign companies as well as other municipalities on the Sign Tool Kit. The Sign Tool Kit was presented to the Chamber of Commerce in July of 2010 and was favorably received. The businesses requested that uniform enforcement of signs take place. The Sign Tool Kit was presented to the American Planning Association in August 2010 with favorable feedback.

In early 2010 amendments to the sign code were adopted and included four items, Manual Change Bulletin Boards, Window Signs, Menu Boards in the Downtown and Notification requirements. As part of on-going Sign Code modifications, a Workshop is being planned with the Downtown businesses, Economic Alliance, Design Commission and with the Chamber of Commerce. The Workshop will include proposed modifications to signs in the Downtown and The Sign Tool Kit for Local Area Businesses. The Design Commission discussed modifications to the size and height of the ground signs in the Downtown. The Design Commission also discussed adding a new type of sign in the Downtown; Corner Projecting Blade Sign for a single identity tenant located on a corner and would like to present the proposed modifications at a Workshop prior to final approvals. The meeting with the Downtown businesses is scheduled for early 2011 along with a presentation of The Sign Tool Kit for Local Area Businesses.

The next proposed phase of the Sign Code Modifications will include ground signs and wall signs Village wide. Extensive field work, data gathering and images of ground signs and wall signs were conducted in summer of 2010. Staff is proposing a Visual Preference Survey with local area businesses to discuss. The Staff is working with a regional agency for a polling tool that gives immediate results of the Visual Preference Survey. Staff has surveyed local municipalities for square footages, heights and other regulations. The areas are researched through the American Planning Association; local codes are researched through the Northwest Municipal Conference, and current inventory of signage in the Village.

- ▶ **Continue to implement a Design Review Program.** Staff is continuing to implement Administrative approvals to help stream line the agenda and produce a quick turn around time on projects. Administrative approvals are in place for single-family homes, commercial reviews and signs in the Downtown.

During 2010, a total of 194 projects were reviewed for design of which 59 were reviewed by the Design Commission. The Design Commission held 18 meetings and reviewed the following: 5 Commercial projects, 2 Institutional projects, 17 single-family, 1 multi-family, 6 commercial sign variations, 3 re-reviews, and 16 preliminary reviews. In addition, the Planning staff approved 37 single-family administrative reviews, 12 CBD sign/awning administrative reviews, 5 administrative commercial reviews, 20 substantial compliance administrative reviews, and 59 temporary project reviews. For a full Design Commission review from the time of formal submittal, it took an average of 19.1 days for a single family home, an average of 16.5 days for a sign variation, an average of 9.0 days for a commercial review, an average of 9 days for a multi-family project, and a combined average for all projects took 13.9 days. For an administrative design review from the time of formal submittal, it took an average of 4.9 days for a Single-Family Home, an average of 5.0 days for a commercial project, and Downtown sign projects took an average of 1.9 days, for a combined average of 3.6 days. A substantial compliance review from the time of formal submittal took an average of 2.3 days for a single-family home, and an average of 5.7 days for a commercial project, for a combined average of 5.7 days.

- ▶ **Analyze, define, select and prepare specific area redevelopment studies.** Village-wide redevelopment studies will continue to be developed as part of the Comprehensive Planning Program.

To spur economic development and revitalize the northeast corner of Golf and Arlington Heights Road, the Village continued to pursue the TIF IV Redevelopment Plan. Land acquisition has commenced in order to redevelop the immediate corner.

- ▶ **To promote a systematic approach to Downtown revitalization through implementation of the Downtown Master Plan.** A systematic approach to redevelopment is being facilitated and coordinated, as various projects continued through the planning and construction/completion phases. Capital Improvements funded by the TIF II continues. A Redevelopment Agreement was negotiated to assist in the environmental clean-up of the 212 N. Dunton property.

TIF financial projections were updated and annual reports filed with the State.

- ▶ **Continue to participate in the Regional Transportation effort to develop the Metra STAR Line.** Planning & Community Development Staff and the Mayor continue to attend and participate in the STAR Line planning. The Comprehensive Plan and Official Map were amended to designate property as a future station site. The Metra STAR Line Plan was developed and adopted by the Village Board.

Coordinate the planning and redevelopment of the Village Municipal Campus. The Planning & Community Development Department coordinated the Police Station RFP that was sent out to Architectural Firms for a comprehensive space needs study and physical evaluation of the existing Police facility. The firm of FGM/McClaren Wilson was retained. The FGM/McClaren Wilson/Staff team presented their preliminary findings to the Committee of the Whole. The study includes an analysis of Police Department space needs and the feasibility of constructing an addition and remodeling of the existing Police Station or a new facility. This study was completed in 2010.

- ▶ **Develop and implement the Village's Energy Efficiency Conservation Strategy (EECS) and Energy Efficiency Conservation Block Grant (EECBG)**The Planning & Community Development Department coordinated the Village's EECBG Committee and the development of the Village's Environmental Conservation Strategy (EECS) as well as the development of a Green Corner on the Village's web site. The EECBG grant application for \$714,000 was filed and approved. Detailed analysis of projects for consideration of an amended application was presented to the Village Board. All approved projects are in various stages of implementation.

2011-12 Goals and Objectives

- ▶ To efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ Continue to coordinate and improve the Village's Zoning and Development Review Process.
- ▶ Continue to recommend changes in the Zoning and Subdivision Control Regulations to better implement the Comprehensive Plan
- ▶ To administer and improve the management of the Village's Community Development Block Grant, and Community Development Block Grant – Recovery programs, comply with new federal mandates and programs, and develop other programs and resources.
- ▶ Seek opportunities to implement the Village Board's goal to encourage private affordable housing.
- ▶ To annually review the Comprehensive Plan and formulate policies affecting Village development. Pursue the development and implementation of the long-term Comprehensive Planning Program.
- ▶ Continue to monitor community and economic development climate to better enhance business retention and attraction. Coordinate new pro-active marketing and economic development programs. Focus on use of the new web site to bolster retention, recruitment and marketing programs.
- ▶ Continue to administer the Village's Beautification Program (aesthetic improvements to high visibility areas).
- ▶ Update and Implement Sign Code Modification to address current issues.
- ▶ Continue to implement a Design Review Program.
- ▶ Analyze, define, select and prepare specific area redevelopment studies.
- ▶ To promote a systematic approach to Downtown revitalization through implementation of the Downtown Master Plan.
- ▶ Continue to participate in the Regional Transportation effort to develop the Metra STAR Line.
- ▶ Coordinate the planning & redevelopment of the Village Municipal Campus.
- ▶ Develop and implement the Village's Energy Efficiency Conservation Strategy (EECS) and Energy Efficiency Conservation Block Grant (EECBG).

PLANNING & COMMUNITY DEVELOPMENT

(Continued)

Performance Measures	Calendar Year		
	2008	2009	2010
Staffing	13	10	9
Planning Staff Tasks			
Meetings	N/A	1,735	1,672
Emails	N/A	25,641	35,801
Letters/Memos/Reports	N/A	1,913	2,045
Front Counter Walk-ins	N/A	582	720
Telephone Calls	N/A	18,105	16,872
Commissions Staffed	6	6	6
1. Development – Plan Commission			
# of Temporary Files	57	57	75
# of Plat and Subdivision Cases	27	30	23
# of Comprehensive Plan Sub-Committee Cases	0	1	0
# of Ordinance Review Committee Cases	3	0	1
# of Special Use Waiver Cases for Antennas	8	8	7
# of PC Applications	21	23	16
Average # of days from application to PC Hearing	60	45	45
2. Development – Other			
# of all Zoning Reviews	2,077	1,852	2,012
# of ZBA Applications/Reviewed	34	24	34
# of Building Permit Reviews	1,827	1,615	1,753
# of Business License Reviews	176	197	194
# of Home Occupation Reviews	40	19	31
# of Freedom of Information (FOIA) Requests			54
3. Building Permit Review Time			
# Single-Family	2.3 days	1.8 days	2.3 days
# Multi-Family	4.0 days	0.5 days	3.4 days
# Commercial	4.5 days	3.5 days	3.5 days
# Fence	2.0 days	0.6 days	.7 days
4. Sign Permits	N/A	223	239
5. Community Development			
# Single-Family Rehab Projects	8	10	7
# CDBG Public Services Beneficiaries	245	596	556
# Public Facility Improvement Projects	2	1	2
# Home Energy Audits Approved	N/A	N/A	16
# Home Energy Loans Approved	N/A	N/A	4
# Home Energy Audits Closed	N/A	N/A	2

PLANNING & COMMUNITY DEVELOPMENT

(Continued)

Performance Measures (cont.)	Calendar Year		
	2008	2009	2010
6. Business Development			
# Retention Business Visits	100	794	252
# Leads from all sources	118	180	264
# Leads from ICSC Events	64	55	69
# Chamber & Business Events Attended	38	46	39
# New Business Welcome Letters Sent	78	85	124
*Part of 2008 part-time			
7. Design Review			
# of Reviews by Design Commission	81	58	58
# of Administrative Single Family Homes	30	29	37
# of Administrative Signage reviews	16	10	13
# of Administrative Commercial	5	5	7
# of Temporary Files	19	43	62
# of Miscellaneous Administrative reviews	23	25	21
# of Total Reviews	174	170	198
8. Design Commission Review Time			
Full Design Commissions			
- Single-Family Home	21.5 days	31.6 days	19.1 days
- Commercial Project	13 days	10.5 days	9.0 days
- Downtown Commercial	8 days	N/A	N/A
- Sign Variation	26 days	10.6 days	14.4 days
- Multi-Family	37 days	12 days	9.0 days
Administrative Design Review Time			
- Single-Family Home	7.1 days	11.9 days	5.8 days
- Commercial Project	8.6 days	3.5 days	5.0 days
- Sign Project	9.6 days	7.5 days	1.8 days
9. Design – Other			
# of Landscape Reviews Commercial & Homes	51	41	39
# of Landscape Maintenance & Inspections	36	54	49
# of Landscape Beautification Projects	11	9	6
10. Public Art			
Event recruitment letters	837	1494	1,442
Follow up leads	105	198	255
Commission Events	7	9	9
11. Special Projects			
# of Special Projects	15	32	34

OPERATION SUMMARY

PLANNING & COMMUNITY DEVELOPMENT

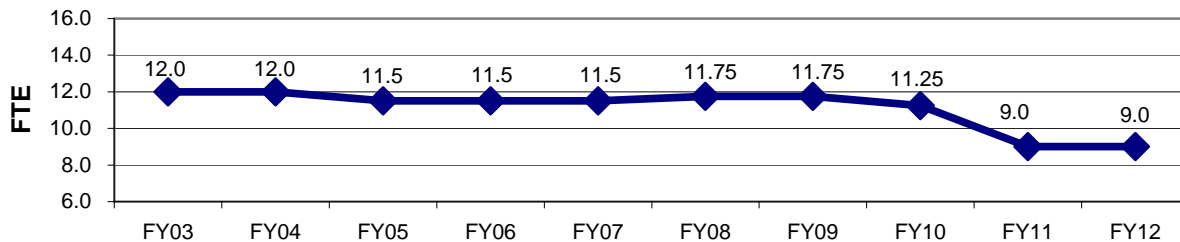
4001

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	11.75	11.25	9.0	9.0	9.0	0.0	0.0%
Expenditures							
Personal Services	\$1,326,387	\$1,230,178	\$1,166,100	\$1,175,800	\$1,191,400	\$15,600	1.3%
Contractual Services	210,218	183,056	239,200	738,747	864,508	125,761	17.0%
Commodities	17,648	9,420	16,400	18,600	15,200	(3,400)	(18.3%)
Other Charges	210,490	212,196	286,000	349,079	295,100	(53,979)	(15.5%)
Capital Items	1,706,394	1,157,367	1,008,033	1,841,985	1,236,500	(605,485)	(32.9%)
Debt Service	985,205	408,126	0	0	0	0	N/A
Total Expenditures	\$4,456,342	\$3,200,343	\$2,715,733	\$4,124,211	\$3,602,708	(\$521,503)	(12.6%)

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$1,509,337	\$1,317,407	\$1,387,600	\$1,417,505	\$1,345,600	(\$71,905)	(5.1%)
215 CDBG Fund	58,464	64,600	64,600	64,600	69,100	4,500	7.0%
217 1st Time Homebuyer	49,333	58,033	0	0	0	0	N/A
251 TIF I South Fund	0	0	0	425,000	656,508	231,508	54.5%
255 TIF II North Fund	76,381	586,073	292,033	846,154	0	(846,154)	(100.0%)
261 TIF III Fund	31,250	26,092	26,500	76,412	65,000	(11,412)	(14.9%)
263 TIF IV Fund	1,657,308	570,468	361,500	661,547	610,000	(51,547)	(7.8%)
264 TIF V Fund	1,000,757	469,218	67,500	137,162	620,000	482,838	352.0%
401 Capital Projects Fund	73,512	108,452	516,000	495,831	236,500	(259,331)	(52.3%)
Total Expenditures	\$4,456,342	\$3,200,343	\$2,715,733	\$4,124,211	\$3,602,708	(\$521,503)	(12.6%)

STAFFING HISTORY



PLANNING & COMMUNITY DEVELOPMENT (4001)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-4001-521.10-01	Salaries	900,790	820,941	797,800	795,800	807,100	11,300	1.4%
101-4001-521.18-01	Temporary Help	11,108	8,988	5,500	16,100	5,000	(11,100)	(68.9%)
101-4001-521.18-05	Overtime	618	0	0	0	0	0	N/A
	Salaries	912,516	829,929	803,300	811,900	812,100	200	0.0%
101-4001-521.19-01	Workers Compensation	1,900	2,000	2,100	2,100	2,200	100	4.8%
101-4001-521.19-05	Medical Insurance	126,900	133,400	133,100	133,100	134,600	1,500	1.1%
101-4001-521.19-10	IMRF	121,009	106,453	98,500	99,200	108,700	9,500	9.6%
101-4001-521.19-11	Social Security	57,713	52,797	51,800	52,100	51,900	(200)	(0.4%)
101-4001-521.19-12	Medicare	13,998	12,964	12,700	12,800	12,800	0	0.0%
	Fringe Benefits	321,520	307,614	298,200	299,300	310,200	10,900	3.6%
101-4001-521.20-05	Professional Services	29,000	3,100	16,000	28,000	0	(28,000)	(100.0%)
101-4001-521.20-40	General Insurance	4,700	4,900	5,100	5,100	5,300	200	3.9%
101-4001-521.21-02	Equipment Maintenance	2,029	550	3,000	3,000	3,000	0	0.0%
101-4001-521.21-65	Other Services	8,959	10,727	8,000	8,000	8,000	0	0.0%
101-4001-521.22-01	Advertising	7,299	6,561	6,000	6,000	6,000	0	0.0%
101-4001-521.22-02	Dues	3,912	2,686	2,800	2,800	2,800	0	0.0%
101-4001-521.22-03	Travel & Training	4,105	1,443	5,000	6,000	6,000	0	0.0%
101-4001-521.22-05	Postage	2,851	2,809	4,000	6,000	4,000	(2,000)	(33.3%)
101-4001-521.22-10	Printing	3,889	3,755	5,000	5,000	3,300	(1,700)	(34.0%)
101-4001-521.22-15	Photocopying	6,432	6,049	3,200	3,200	3,200	0	0.0%
101-4001-521.22-25	IT/GIS Service Charge	75,800	68,400	64,500	64,500	53,200	(11,300)	(17.5%)
101-4001-521.22-37	Vehicle/Equip Lease Charge	5,600	6,200	4,100	4,100	3,200	(900)	(22.0%)
	Contractual Services	154,576	117,180	126,700	141,700	98,000	(43,700)	(30.8%)
101-4001-521.30-01	Publications Periodicals	986	827	2,000	3,000	2,000	(1,000)	(33.3%)
101-4001-521.30-05	Office Supplies & Equip	13,252	7,154	12,000	12,800	10,600	(2,200)	(17.2%)
101-4001-521.30-50	Petroleum Products	1,587	1,093	1,100	1,500	1,300	(200)	(13.3%)
101-4001-521.32-80	Books	0	0	300	300	300	0	0.0%
101-4001-521.33-05	Other Supplies	1,823	346	1,000	1,000	1,000	0	0.0%
	Commodities	17,648	9,420	16,400	18,600	15,200	(3,400)	(18.3%)
101-4001-521.40-40	Promote Economic Bus Dev	55,083	35,186	78,000	79,468	65,500	(13,968)	(17.6%)
101-4001-521.40-41	Discover Arlington	47,994	18,078	65,000	66,537	44,600	(21,937)	(33.0%)
	Other Charges	103,077	53,264	143,000	146,005	110,100	(35,905)	(24.6%)
	Total Planning Department	1,509,337	1,317,407	1,387,600	1,417,505	1,345,600	(71,905)	(5.1%)

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1240	Director of Planning & Com Dvlp	D63	1.00	1.00	
1243	Deputy Dir of Plan & Com Dvlp	C52	1.00	1.00	
1244	Business & Development Coord..	C42	1.00	1.00	
1245	Planner II	C42	2.25	2.25	
1250	Planner I	C41	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1740	Administrative Assistant I	A13	1.00	1.00	
Total F-T-E General Fund			8.25	8.25	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund	8.25	8.25	
215 CDBG Fund	0.75	0.75	
Total F-T-E All Funds	9.00	9.00	0.00

PLANNING & COMMUNITY DEVELOPMENT

GENERAL FUND

EXPENDITURE DETAIL

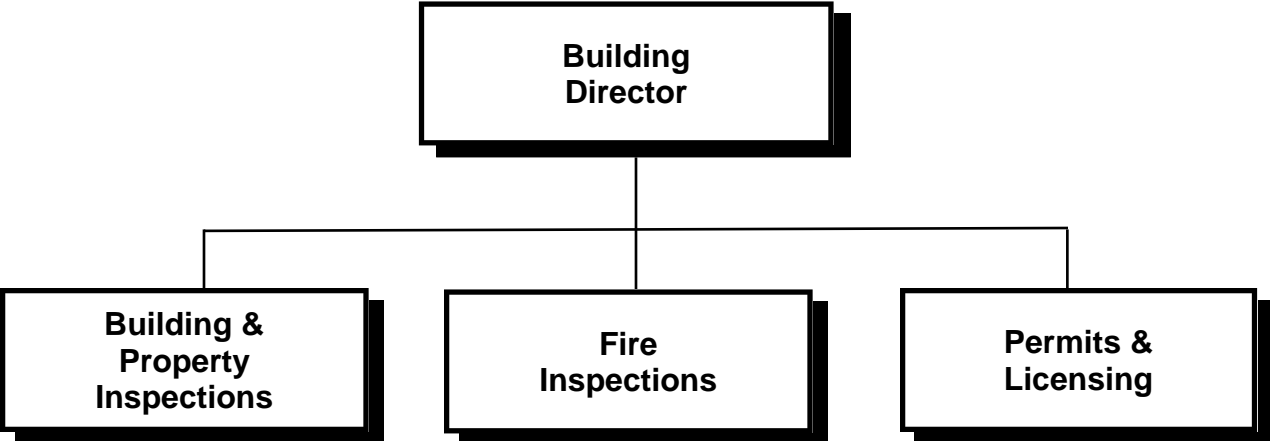
Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-4001-521.10-01	Salaries	Salaries	795,800		807,100	
101-4001-521.18-01	Temporary Help	Temporary Help	16,100		5,000	
TOTAL SALARIES			811,900		812,100	
FRINGE BENEFITS:						
101-4001-521.19-01	Workers' Compensation	Workers' Compensation Insurance	2,100		2,200	
101-4001-521.19-05	Medical Insurance	Medical Insurance	133,100		134,600	
101-4001-521.19-10	IMRF	IMRF	99,200		108,700	
101-4001-521.19-11	Social Security	Social Security	52,100		51,900	
101-4001-521.19-12	Medicare	Medicare	12,800		12,800	
TOTAL FRINGE BENEFITS			299,300		310,200	
CONTRACTUAL SERVICES:						
101-4001-521.20-05	Professional Services	Metra STAR Line consulting (prior year encumbrance carryover)	16,000		0	
		Professional services	12,000	28,000	0	0
101-4001-521.20-40	General Insurance	Liability and property insurance	5,100		5,300	
101-4001-521.21-02	Equipment Maintenance	Office equipment and computers	3,000		3,000	
101-4001-521.21-65	Other Services	Cell phone charges	1,000		1,000	
		Office support	1,000		1,000	
		Plan Commission transcribing	6,000	8,000	6,000	8,000
101-4001-521.22-01	Advertising	Plan Commission notices and other advertisements	2,000		3,000	
		Zoning Board of Appeals legal ads	4,000	6,000	3,000	6,000
101-4001-521.22-02	Dues	Dues	2,800		2,800	
101-4001-521.22-03	Travel & Training	APA Convention	2,500		2,500	
		Upper Mid-West Conference	1,000		1,000	
		State & local meetings, court, CMAP, etc.	1,300		1,300	
		Continuing education/certification	1,200	6,000	1,200	6,000
101-4001-521.22-05	Postage	Mailing charges including mailing costs for survey and marketing mailings	6,000		4,000	

PLANNING & COMMUNITY DEVELOPMENT

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-4001-521.22-10	Printing	Reprint planning documents, reports, studies, etc. Zoning maps	3,500 1,500	5,000	3,000 300	3,300
101-4001-521.22-15	Photocopying	Photocopies, supplies & maintenance		3,200		3,200
101-4001-521.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		64,500		53,200
101-4001-521.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		4,100		3,200
		TOTAL CONTRACTUAL SERVICES		141,700		98,000
COMMODITIES:						
101-4001-521.30-01	Publications/Periodicals	Miscellaneous publications		3,000		2,000
101-4001-521.30-05	Office Supplies & Equip.	Stationery, file folders, pens, drafting materials and supplies Misc. office equipment	10,800 2,000	12,800	9,400 1,200	10,600
101-4001-521.30-50	Petroleum Products	Gasoline for department vehicle(s)		1,500		1,300
101-4001-521.32-80	Books	Planning documents & reference books		300		300
101-4001-521.33-05	Other Supplies	Specialized software Miscellaneous materials	500 500	1,000	500 500	1,000
		TOTAL COMMODITIES		18,600		15,200
OTHER CHARGES:						
101-4001-521.40-40	Promote Econ & Bus Devlp	Promote economic development meetings, expos, conference, workshop display, space, equipment and rental, Costar Special targeted marketing project (Village-wide retail) - vacant store front, hotel concierge Business attraction/trade advertising Enhance trade show audio/visual display Trade shows New marketing materials/re-print Business Retention - open house, survey, Chamber of Commerce meetings Chamber of Commerce funding Prior Year Encumbrance Carryover	10,000 12,000 8,200 2,000 15,000 10,000 7,500 5,000 9,768	79,468	10,000 10,000 8,200 1,000 15,000 8,000 6,300 7,000 0	65,500
101-4001-521.40-41	Discover Arlington	Discover Arlington Heights Program Prior Year Encumbrance Carryover	50,000 16,537	66,537	44,600 0	44,600
		TOTAL OTHER CHARGES		146,005		110,100
		TOTAL PLANNING & COMM. DEVL P.		1,417,505		1,345,600



BUILDING

The Department of Building regulates Construction, Buildings, Building Control Systems (Electrical, Plumbing, Mechanical/Heating/Ventilation, Energy Systems and other systems), Fire Safety/Protection Systems and Provisions for Property/Premise maintenance and upkeep.

The Department's functions for regulating permits, inspections and licensing include: Administration; Reviews; Enforcement; the follow ups necessary for the safe occupancy and use of all buildings, structures and premises, and; Interface with the Building Code Review Board, other Boards and Commissions.

ADMINISTRATION – of Permits, Inspections and Licensing: These activities are the core services common to all divisions within the department. The Director's office provides administration, support and oversight for the core services and their daily operations.

- ▶ **Permits:** The department receives applications for construction permits and routes pertinent documents to the respective Village departments for approvals, and issues permits that comply with Village Code.
- ▶ **Inspections:** The department's inspectors inspect for compliance with codes for building, electrical, fire-protection, plumbing, other systems, and Village design standards. The department interfaces with contract elevator inspections services for periodic inspections of all elevators, escalators and dumbwaiters for compliance with State Code.
- ▶ **Licensing:** The department receives all business license applications and routes them to the respective Village departments for comments and approvals. Any background investigations conducted by the Police Department are documented for the issuance of licenses. The department also receives contractor license applications and interfaces with State agencies for State issued licenses.

REVIEWS – for Compliance on Permits, Inspections and Licensing: The Department of Building conducts reviews at all hierarchical levels prior to granting approvals and issuing pertinent certificates.

- ▶ **Documents and Compliance Reviews Related to Permits:** The department coordinates all inter-departmental permit and plan reviews. The department's reviews verify that construction plans/drawings, proposals for non-construction changes and all revisions are in compliance with the codes and applicable Village design standards. Where necessary, structural engineers, elevator review/inspection services and other consultants assist with some specialized reviews.
- ▶ **Field Reviews Related to Inspections:** Field reviews ensure that the scope of work comply with approved drawings. Deviations from approved drawings require addendums to permit drawings and subsequent approvals by all applicable reviewers. Inspectors coordinate final inspections with the project architects /engineers, and require final "walk-through" and "sign-off" by the project architect/engineer before issuing appropriate certificates or final approvals.
- ▶ **Reviews Related to Licenses and License Renewals:** Reviews are conducted for code and premise compliance prior to the issuance of new occupancy certificates or approvals, and are reviewed on an annual basis and updated where necessary to reflect any changes made. Annual reviews, inspections and re-inspections for license renewals are performed by Fire Safety Inspectors to verify compliance with safety and codes. Multi-family dwelling structures are also inspected for compliances required and for annual license renewals.

ENFORCEMENT – of Regulations on Permits, Inspections and Licensing: Enforcement activities and all ancillary due process follow-ups are delegated to field personnel and their immediate supervisors.

- ▶ **Permit Regulations:** The department enforces Village code provisions for work: done without permits; exceeding the scope of the approved permit; issues related to expired permits and extensions of permits.
- ▶ **Inspections:** The department conducts inspections to enforce:
 - Construction provisions related to codes, occupancy and use, and proper premise maintenance,
 - Property/Premise Maintenance and Upkeep provisions for structures and premises and verify compliance with the Village’s property maintenance codes,
 - The Village Zoning Ordinance and special conditions/restrictions imposed on properties/premises by Village ordinances, through routine inspections and complaint referrals.
- ▶ **Enforcement Issues Regarding License Violations:** Investigative inspections are conducted for complaints received and for license violations. The Director’s office interfaces with the Village Manager’s office, the Police and Legal departments on violations, referrals, and suspensions/revocations of licenses. The department enforces licensing provisions and monitors contractors’ licenses to verify their validity for work durations; logs and investigates complaints filed by the general public.

FOLLOW UPS FOR PREMISE SAFETY – Necessary for the Safe Occupancy and Use of Buildings, Structures and Premises: The department interfaces with the Fire and Police departments in code matters for premises.

- ▶ **Regulating Property/Premises for Emergency Responders:** The department assigns all street addresses as required by code for emergency responders.
- ▶ **Regulating Property/Premises for Signs:** The department also conducts routine inspections and safety inspections for premise signs and enforces provisions of the Village Sign Ordinance.
- ▶ **Regulating Safety on Property/Premises by Response to Disasters:** Safety inspections are conducted by Department inspectors on 24-hour on-call basis for emergency incidents such as fires, building collapses and other disasters.

INTERFACE WITH BOARDS AND COMMISSIONS – The Director’s office interfaces with the Building Code Review Board (BCRB) and the Electrical Commission; and enforces the requirements or decisions made by the other Boards and Commissions for buildings, structures, and premises.

- ▶ **Referrals and Support to the Building Code Review Board (BCRB):** The department makes referrals and provides support to the BCRB where applicants encounter unusual hardships in meeting the codes.
- ▶ **Code proposals for Review by the Building Code Review Board (BCRB):** The department analyzes code provisions and makes code change proposals/recommendations on materials and building systems.
- ▶ **Advisory support from the Building Code Review Board (BCRB):** The department receives advisory support from the BCRB for specialized technical expertise and reviews.
- ▶ **Other Boards and Commissions:** The department enforces the decisions made by other boards and commissions including but not limited to zoning variances, design standards, and electricity regulations.

2010-11 Status of Goals and Objectives**► To efficiently manage the Village's Resources and Implement Opportunities to Reduce Spending**

In conjunction with the IT/GIS Department, a computer program was developed, and nearing completion, that will be an inspection database organized by building address, including information such as Property Profile, Annual Property Maintenance Inspections, Annual Fire Inspections, Elevator Inspections and Complaints. Other categories may be included in the future. This database/program is ultimately intended to be utilized Village wide. Implementation of this program will greatly reduce the time spent by Village staff in researching and seeking information on a particular building and/or property. Additionally it will put the information in electronic format eliminating paper files.

► To Provide Accurate: Examination of plans and documents

Developed a Plan Review Checklist to ensure consistent and complete review of all single family residential projects which include code requirements and document submission for new single family homes, alteration and/or additions, detached garages and decks.

Integrating Building, Fire, and Life Safety plan reviews under one plan reviewer providing consistency of reviews for commercial and multi-family unit projects.

Implementation of immediate contact with permit applicants regarding a plan review rejection to expedite the revision process.

Increased meeting time with permit applicants on an "as-needed" basis to discuss and resolve plan review issues as they relate to Village Codes.

► To Provide Efficient: Inspectional services

Reduced the number of re-inspections by supplying concise inspection reports to the contractors and homeowners.

Continued to utilize the Districts/Sub-Districts approach to complete Annual Fire Inspections, Property Maintenance Inspections as well as Complaints.

Provided cross-training for inspectional staff to fulfill inspection requests by customers.

Continued review of inspections by supervisors to monitor the volume of inspections as well as the content of the inspection reports.

► To Provide Enforcement for: Zoning compliance and violations

Worked with the Planning Department and collaborated with Planning Department staff on enforcement-related issues. Issues include illegal signs, accessory structures, fences and business licenses.

Developed an Informational Notice regarding prohibited signs in the Village. This Notice clarifies for the business owners the type of signs that are not in accordance with the Village Sign Code. It also serves as an Advisory Notice for the removal of any illegal signs.

▶ **To Provide Rapid Service for: Walk-in customers, Front-counter operations**

Ensured staffing availability for “walk-in” customers.

Provided immediate technical assistance from staff regarding the permit process and plan review inquiries.

Provided cross-training for counter staff to ensure effective and efficient customer service.

▶ **To Develop, Maintain and Revise: The 2009 Edition of the International Code Council (ICC) Codes for adoption**

Department staff continued to work with the Building Code Review Board (BCRB) in completing reviews on code changes and amendments to the 2009 ICC Codes.

▶ **To Ensure High Level of Competency:**

Staff is continually provided the opportunity to attend training seminars. Training is received in areas of technical, administrative and legal as it relates to the inspection process as well as supervision. These seminars may be specific to the discipline for which they are responsible while other seminars afford the opportunity for cross training. This training assures consistency in code application, enhances professionalism ultimately improving customer service.

Continued inter-department staff interaction affords the opportunity for peer mentoring and sharing of knowledge and ideas.

▶ **To Continue Reviewing, Analyzing and Recommending Improvements to Processes and Procedures for Improving Customer Service.**

Staff worked together to create a separate permit application form for all work relating to Fire Safety Inspections. Along with this was developed a separate permit card that specifies the inspections required for the particular type of work being performed.

All on-line permit and licensing applications were made more “user friendly” for the end user.

Developed inspection checklists for contractors and homeowners.

Developed an efficient bond release procedure.

▶ **To Continue Coordinating with IT/GIS Regarding Document Imaging, On-line Permitting, Verifying Status of Permits and Reviews, Scheduling of Inspections, Administration of Business Licensing.**

Continued to upgrade on-line permitting with the tracking of permit status relating to the completion of plan reviews. The permit applicant also has the ability to view all plan review comments. This function aids the permit applicant in expediting any revisions that may be required to the permit documents for re-submittal.

Continued to work with IT/GIS in completing the Inspection Database program.

2011-12 Goals and Objectives**▶ Meet the needs of the Citizens and Contractors**

- Provide thorough and timely plan reviews.
- Be responsive and professional in all interactions with customers.
- Make sure all codes and regulations are known, understood and available to the public.
- Support the needs of our constituents as circumstances dictate.
 1. Field Inspectors will make themselves readily available to clarify and explain their comments regarding specific permits, and consider alternatives raised by any of the involved parties.
 2. Explain all recourse options to any permit holders wishing to appeal our review or inspection findings.

▶ Fulfill the expectations of the Administration

- Promote the value of the Building Department to the community.
 1. Educate the community of the work the Building department does to promote public safety.
- Be vigilant in all our efforts to control operating costs without sacrificing efficiency.
 1. Utilize the experience and expertise of our staff to maintain a high level of effectiveness.
- Maintain the structural integrity and brand awareness of the Village.
 1. Project a positive image in the community, through both our action and appearance.
- Be an accurate and dependable resource for the advancement of Village policies.
 1. Insure that all construction documents and relevant correspondence are organized, filed and available as needed.
- Improving the Building Department through the reorganization of procedures.
- Implement and maintain current Building and Fire codes.
- Revise codes as needed to reflect the unique character and expectations of the Community.
- Be consistent and accurate with all field inspections.

▶ Maximize employee potential

- Maintain the high level of competency.
 1. Pursue multiple opportunities for additional training through classroom seminars, lectures, and site tours.
 2. Provide the opportunity for additional training and mentoring.
- Promote the concepts of teamwork and mutual support systems.
 1. Emphasize mentoring and cross training.
- Maximize productivity by identifying the specific skills of each employee.
 2. Confidence and enthusiasm are excellent motivational tools for getting the most out of people.

BUILDING

(Continued)

Performance Measures

Category	Programs or Functions	Calendar Year		
		2008	2009	2010
Plan Review Time	Average number of days to review plans			
	Single Family & Accessory Structures	8	2	3
	Multi-Family & Accessory Structures	23	18	14
Permit Applications	Single Family & Accessory Structures	1,555	2,258	2,924
	Multi-Family & Accessory Structures	448	421	706
	Demolitions	50	63	68
	Electrical	289	407	425
	HVAC	171	177	160
	Plumbing	499	461	442
	Signs	204	162	201
	Tanks	1	2	1
	Other	886	680	665
	Total Number of Permits	4,103	4,631	5,591
Construction Related Inspections	Building	4,743	3,964	3,800
	Electrical	1,812	1,275	1,318
	HVAC	332	512	687
	Plumbing	2,175	1,433	1,396
	Sign	408	1,160	850
	Tanks	37	2	0
	Others	2,102	2,260	2,061
	Total Number of Inspections	11,609	10,606	10,112
Elevator Safety Inspections	Safety Related Complaints	14	7	9
	Annual	441	440	442
	New installation	19	2	2
Total Number of Inspections	474	449	453	
Licenses	Business	1,664	1,432	1,271
	Contractor	1,432	1,290	1,320
	Total Number of Inspections	3,096	2,722	2,591
Complaint Inspections	Total Number of Complaints Received	1,754	1,968	1,878
	Inspections	2,613	2,952	2,052
	Code Complaints vs. % of Code Complaint Cleared	90%	95%	91%
	Non-Code Complaints	300	400	540
Fire Safety Inspections	Annual	1,245	1,873	1,495
	Re-Inspections	1,072	777	810
	Sprinkler	239	150	150
	Alarm	344	287	139
	Haz-Mat	23	9	3
	Backup for Department (licenses, emergencies, courtesy, etc.)	2,261	1,774	985
	Plan Reviews	642	542	753
	Total	5,826	5,421	4,335
Fire Safety Inspections	Clerical and Office Duties (In Hours)	4,174	4,370	4,521

Three Year Comparison of Construction Value

Type of Permit	2008	2009	2010
Single, two-family & Accessory Structures: Alterations, Additions, & New Construction	\$ 43,129,478	\$ 34,689,079	\$ 41,897,594
Multi-Family & Commercial Structures: Alterations, Additions, & New Construction	\$ 115,923,565	\$ 56,513,918	\$ 133,450,345
Miscellaneous: Demolitions Electrical, HVAC & Plumbing Signs Fire Suppression	\$ 4,680,981	\$ 5,306,797	\$ 5,087,258
TOTALS	\$ 163,734,024	\$ 96,509,794	\$ 180,435,197

Revenue Generated by Permits and Licensing Fees

Type of Permit	2008	2009	2010
Permit Fees Collected	\$ 1,553,267	\$ 935,879	\$ 892,228
Licensing Fees	613,297	754,400	561,685
TOTAL FEES COLLECTED	\$ 2,166,564	\$ 1,690,279	\$ 1,453,913
Operating Budget	\$ 2,363,367	\$ 2,361,938	\$ 2,359,900
Percentages / Ratios:			
Operational Budget vs. Revenue Fees			
Operational Budget as Percentage of Revenue	109.08%	139.74%	162.31%
Revenue as Percentage of Operational Budget	91.67%	71.56%	61.61%

OPERATION SUMMARY

BUILDING

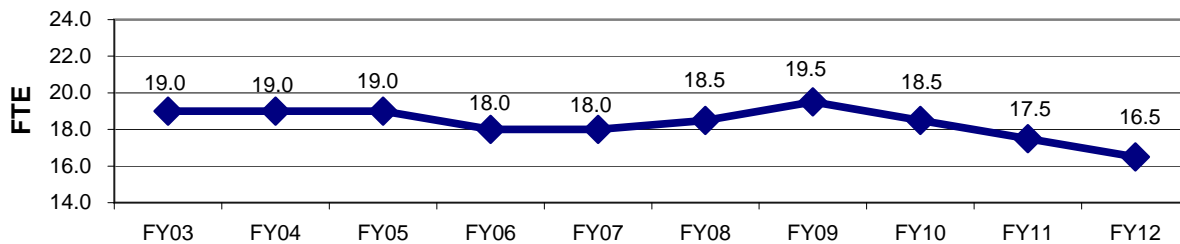
4501

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	19.5	18.5	17.5	17.5	16.5	(1.0)	(0.1)
Expenditures							
Personal Services	\$2,104,149	\$1,960,676	\$1,804,600	\$1,967,700	\$1,732,200	(\$235,500)	(12.0%)
Contractual Services	254,115	246,981	235,500	236,809	214,000	(22,809)	(9.6%)
Commodities	23,197	19,550	21,000	23,300	21,800	(1,500)	(6.4%)
Other Charges	0	0	0	0	0	0	N/A
Capital Items	0	0	1,600	1,575	0	(1,575)	(100.0%)
Total Expenditures	\$2,381,461	\$2,227,207	\$2,062,700	\$2,229,384	\$1,968,000	(\$261,384)	(11.7%)

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$2,381,461	\$2,227,207	\$2,061,100	\$2,227,809	\$1,968,000	(\$259,809)	(11.7%)
401 Capital Projects Fund	0	0	1,600	1,575	0	(1,575)	(100.0%)
Total Expenditures	\$2,381,461	\$2,227,207	\$2,062,700	\$2,229,384	\$1,968,000	(\$261,384)	(11.7%)

STAFFING HISTORY



BUILDING (4501)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-4501-523.10-01	Salaries	1,509,691	1,407,725	1,221,400	1,409,900	1,228,200	(181,700)	(12.9%)	
101-4501-523.18-01	Temporary Help	13,337	20,243	89,000	29,600	20,000	(9,600)	(32.4%)	
101-4501-523.18-05	Overtime Civilian	10,244	9,862	7,000	6,200	6,200	0	0.0%	
	Salaries	1,533,272	1,437,830	1,317,400	1,445,700	1,254,400	(191,300)	(13.2%)	
101-4501-523.19-01	Workers Compensation	32,800	34,400	35,800	35,800	36,900	1,100	3.1%	
101-4501-523.19-05	Medical Insurance	228,900	212,500	210,100	210,100	193,700	(16,400)	(7.8%)	
101-4501-523.19-10	IMRF	190,405	164,721	138,000	160,900	148,700	(12,200)	(7.6%)	
101-4501-523.19-11	Social Security	92,094	85,958	81,800	89,200	77,900	(11,300)	(12.7%)	
101-4501-523.19-12	Medicare	21,858	20,447	19,100	21,200	18,200	(3,000)	(14.2%)	
101-4501-523.19-23	Automobile Allowance	4,820	4,820	2,400	4,800	2,400	(2,400)	(50.0%)	
	Fringe Benefits	570,877	522,846	487,200	522,000	477,800	(44,200)	(8.5%)	
101-4501-523.20-35	Plan Reviews	0	0	14,400	6,000	6,000	0	0.0%	
101-4501-523.20-40	General Insurance	8,700	9,100	9,600	9,600	9,900	300	3.1%	
101-4501-523.21-02	Equipment Maintenance	732	221	400	600	600	0	0.0%	
101-4501-523.21-65	Other Services	40,956	50,191	44,000	44,000	44,000	0	0.0%	
101-4501-523.22-02	Dues	7,266	2,428	2,700	2,700	1,800	(900)	(33.3%)	
101-4501-523.22-03	Travel & Training	33,680	22,693	19,500	28,609	19,500	(9,109)	(31.8%)	
101-4501-523.22-05	Postage	5,481	4,781	5,500	5,900	5,500	(400)	(6.8%)	
101-4501-523.22-10	Printing	8,823	6,985	6,000	6,000	6,000	0	0.0%	
101-4501-523.22-15	Photocopying	5,377	8,382	6,600	6,600	6,600	0	0.0%	
101-4501-523.22-25	IT/GIS Service Charge	99,300	89,200	92,200	92,200	78,700	(13,500)	(14.6%)	
101-4501-523.22-37	Vehicle/Equip Lease Charge	43,800	53,000	34,600	34,600	35,400	800	2.3%	
	Contractual Services	254,115	246,981	235,500	236,809	214,000	(22,809)	(9.6%)	
101-4501-523.30-01	Publications Periodicals	3,345	1,033	1,700	1,300	500	(800)	(61.5%)	
101-4501-523.30-05	Office Supplies & Equip	7,536	7,221	8,500	7,000	7,000	0	0.0%	
101-4501-523.30-20	Photographic Supplies	0	0	400	100	100	0	0.0%	
101-4501-523.30-50	Petroleum Products	12,316	8,537	8,800	11,100	10,400	(700)	(6.3%)	
101-4501-523.33-05	Other Supplies	0	2,759	1,600	3,800	3,800	0	0.0%	
	Commodities	23,197	19,550	21,000	23,300	21,800	(1,500)	(6.4%)	
	Total Building Department	2,381,461	2,227,207	2,061,100	2,227,809	1,968,000	(259,809)	(11.7%)	

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1255	Building Director	D63	1.00	1.00	
1260	Permits, Inspect & Licensing Official	C51	1.00	1.00	
1271	Building & Property Inspections Supv	C41	1.00	0.00	(1.00)
1272	Fire Safety Inspections Supv.	C41	1.00	1.00	
1265	Building & Property Inspector	B32	4.00	3.00	(1.00)
1273	Fire Safety Inspector	B32	4.00	3.50	(0.50)
1274	Plan Reviewer	B32	0.00	1.00	1.00
1275	Electrical Inspector	B32	0.00	0.50	0.50
1280	Plumbing Inspector	B32	1.00	1.00	
1282	Permits, Inspect & Licensing Coord.	B22	1.00	1.00	
1742	Permits, Inspect & Licensing Asst	B21	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1745	Staff Assistant	A12	0.50	0.50	
1762	Receptionist	A12	1.00	1.00	
Total F-T-E			17.50	16.50	(1.00)

BUILDING

GENERAL FUND

EXPENDITURE DETAIL

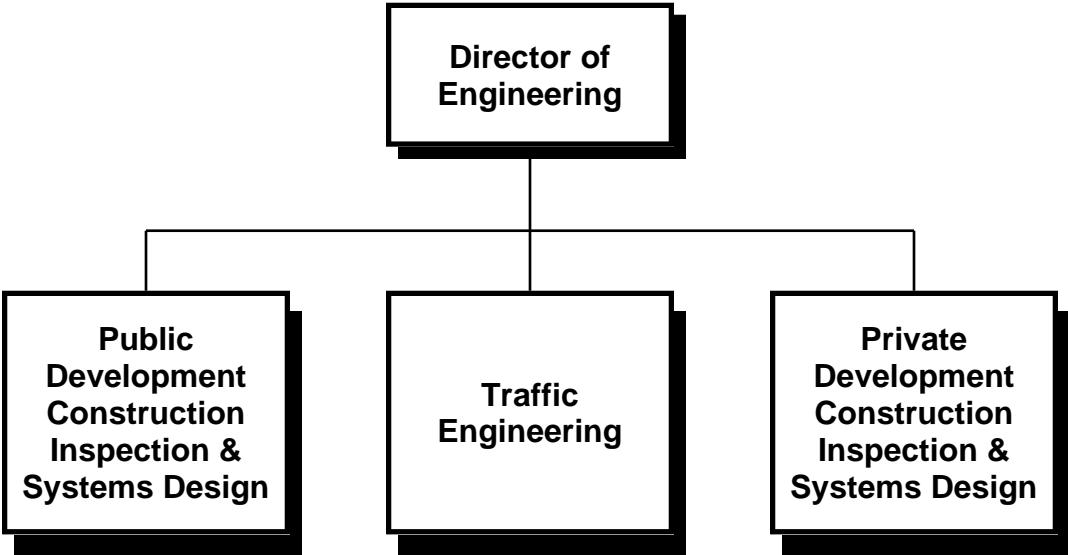
Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-4501-523.10-01	Salaries	Salaries	1,409,900	1,228,200
101-4501-523.18-01	Temporary Help	On-call inspectors, summer interns	29,600	20,000
101-4501-523.18-05	Overtime Civilian	Overtime Civilian	6,200	6,200
TOTAL SALARIES			1,445,700	1,254,400
FRINGE BENEFITS:				
101-4501-523.19-01	Workers' Compensation	Workers' Compensation Insurance	35,800	36,900
101-4501-523.19-05	Medical Insurance	Medical Insurance	210,100	193,700
101-4501-523.19-10	IMRF	IMRF	160,900	148,700
101-4501-523.19-11	Social Security	Social Security	89,200	77,900
101-4501-523.19-12	Medicare	Medicare	21,200	18,200
101-4501-523.19-23	Automobile Allowance	Automobile Allowance	4,800	2,400
TOTAL FRINGE BENEFITS			522,000	477,800
CONTRACTUAL SERVICES:				
101-4501-523.20-35	Plan Reviews	Contractual reviews of building plans for fire, structural and other code requirements	6,000	6,000
101-4501-523.20-40	General Insurance	Liability and property insurance	9,600	9,900
101-4501-523.21-02	Equipment Maintenance	Microfilm read printer, computers and typewriter	600	600
101-4501-523.21-65	Other Services	Digital scanning of building, sign, fence and air-conditioning permits	1,500	1,500
		Cell phone and wireless charges	9,200	9,200
		Board-ups, fences and property cleanups	4,800	4,800
		Elevator inspections	28,500	28,500
			44,000	44,000
101-4501-523.22-02	Dues	Dues	2,700	1,800
101-4501-523.22-03	Travel & Training	ICC Conferences, training & seminars	7,400	7,000
		Harper College/Continuing Education	1,320	1,000
		Northwest Building Officials Council	2,600	3,000
		SBOC Seminars	5,000	0
		Metro travel, tolls, court, etc.	720	700
		U of W Building Code training	4,140	3,000
		Fire Code training seminars, etc.	1,200	700
		Electrical Inspectors training	720	700
		Plumbing Inspectors training	720	700
		NFPA meetings	480	1,800
		Miscellaneous	1,500	900
		Prior Year Encumbrance Carryover	2,809	0
			28,609	19,500

BUILDING

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
101-4501-523.22-05	Postage	Mailing business licenses, building & code related communications, sign, electrical & misc. correspondence	5,900	5,500
101-4501-523.22-10	Printing	Misc. forms, cards, stickers, placards, and licenses	6,000	6,000
101-4501-523.22-15	Photocopying	Photocopies, supplies & maintenance Lease of Xerox WC4118X copier	6,100 500	6,100 500
101-4501-523.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	92,200	78,700
101-4501-523.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	34,600	35,400
TOTAL CONTRACTUAL SERVICES			236,809	214,000
COMMODITIES:				
101-4501-523.30-01	Publications/Periodicals	Miscellaneous publications	1,300	500
101-4501-523.30-05	Office Supplies & Equip.	Miscellaneous equipment and supplies	7,000	7,000
101-4501-523.30-20	Photographic Supplies	Supplies for film to support code violations and court cases	100	100
101-4501-523.30-50	Petroleum Products	Gasoline for department vehicle(s)	11,100	10,400
101-4501-523.33-05	Other Supplies	Safety equipment, shoes, tools, etc.	3,800	3,800
TOTAL COMMODITIES			23,300	21,800
TOTAL BUILDING			2,227,809	1,968,000



ENGINEERING

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

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

The Department is made up of the following functional units:

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

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

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

The specific Goals & Objectives described on the following pages address the Village-wide goals of (1) developing effective transportation planning; and (2) continuing high level of basic services.

2010-11 Status of Goals and Objectives

- ▶ **Continue to utilize the pavement management system's conclusions and recommendations in the Village's operations and long range planning.** The pavement management system was utilized in selecting the street sections for the 2011 resurfacing, rehabilitation, and crack sealing programs. A progress report was generated by the system to provide direction on the level of funding necessary to effectively maintain the Village's street network.
- ▶ **Prepare contract plans and inspect the construction of the Street Pavement Resurfacing Program and Street Rehabilitation Program.** Construction of the 2010 street programs was inspected and the 2011 street programs contract plans are being prepared.
- ▶ **Complete the contract documents and supervise the construction of the Sidewalk Replacement Program.** Contract documents were prepared and construction completed on sidewalk replacements.
- ▶ **Manage the input of the public into the Capital Improvement Program.** A citizen request notice was posted on the Village web site and publicized in local newspapers. All of the requests received were either addressed by current programs or were referred to other responsible public agencies.

ENGINEERING

(Continued)

- ▶ **Complete design work, right-of-way acquisition, and contract documents for the Northwest Highway/Davis Street/Arthur Avenue roadway improvement project.** Design work has been completed, right-of-way acquisition continues, and contract documents are being prepared.
- ▶ **Complete design work, right-of-way acquisition, and contract documents for the Wilke Road/Northwest Highway intersection improvement project.** Design work continues and review by permitting agencies has begun.

2011-12 Goals and Objectives

- ▶ To efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ Continue to utilize the pavement management system's conclusions and recommendations in the Village's operations and long range planning.
- ▶ Prepare contract plans and inspect the construction of the Street Pavement Resurfacing Program and Street Rehabilitation Program.
- ▶ Complete the contract documents and supervise the construction of the annual Sidewalk Replacement Program.
- ▶ Manage the input of the public into the Capital Improvement Program.
- ▶ Complete right-of-way acquisition, contract documents, and begin construction for the Northwest Highway/Davis Street/Arthur roadway improvement project.
- ▶ Continue to improve communications with residents through use of the Village web page and a number of direct mailings.
- ▶ Continue efforts to stay informed on the latest technology regarding plan preparation, field construction, traffic management, and construction materials.
- ▶ Continue to review various funding sources for public improvements.

Performance Measures

	FY2008	FY2009	FY2010
1. Private Development			
Number of Inspections:			
Pre-pour	877	814	694
Final	937	936	763
All Other	306	276	234
Total	2,120	2,026	1,691
Number of Service Requests	203	285	189
Number of Plan Reviews	2,162	1,867	1,901
Number of Plan Commissions	46	38	31

ENGINEERING

(Continued)

Performance Measures (cont.)

	FY2008	FY2009	FY2010
2. Public Development			
Miles of streets resurfaced	6.51	7.85	6.95
Miles of streets reconstructed	1.02	1.44	1.32
Miles of streets rehabilitated	0.68	0.38	0.24
Linear feet of sidewalks replaced	⁽¹⁾ 29,280	28,839	34,800
Linear feet of curb and gutter replaced	54,368	62,852	55,400
3. Traffic Engineering			
Number of Traffic Inquiries:			
School	0	0	39
Stop Signs & Traffic Signals	49	52	57
Speed	41	25	20
Parking	40	36	38
Lighting			
Standard Requests	27	42	47
Environmental Control Commission	0	0	6
CBD LED	0	0	21
Routes 58 & 62	<u>0</u>	<u>0</u>	<u>35</u>
Total Lighting	27	42	⁽³⁾ 109
Accident Data & Traffic Counts	29	57	24
Other			
Standard Requests	95	126	107
Northwest Community Hospital	0	0	20
A.H. Road (Cook County Hwy Dept)	0	0	27
Commuter Drive	0	0	29
Wilke & U.S. 14	<u>0</u>	<u>0</u>	<u>29</u>
Total Other	⁽²⁾ 95	⁽²⁾ 126	⁽⁴⁾ 212
Total Traffic Engineering	281	338	499

⁽¹⁾ Includes 1,000 linear feet of Park District sidewalk replacement and 1,100 linear feet of Park District multi-use path replacement.

⁽²⁾ Includes traffic study review for Plan Commissions

⁽³⁾ The increase in street lighting inquiries is based upon additional work generated from three areas not normally associated with citizen inquiries; Environmental Control Commission work with model lighting ordinance and night sky applications, Public Works and Engineering collaboration on the downtown LED retrofit, and the Route 58 & 62 lighting project being constructed co-jointly with the City of Rolling Meadows.

⁽⁴⁾ The jump in this category reflects extra work on other traffic and transportation related projects including the COW Northwest Community Hospital traffic study work, Arlington Heights Road reconstruction project, and projects near Arlington International Racecourse.

OPERATION SUMMARY

ENGINEERING

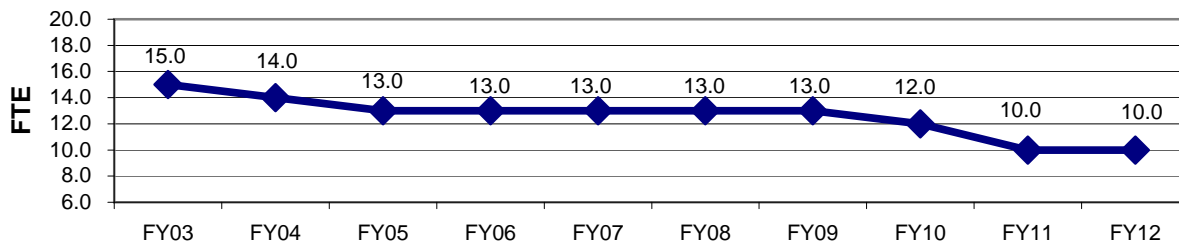
5001

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	13.0	12.0	10.0	10.0	10.0	0.0	0.0%
Expenditures							
Personal Services	\$1,471,098	\$1,363,621	\$1,290,900	\$1,294,100	\$1,321,700	\$27,600	2.1%
Contractual Services	296,022	259,138	393,000	587,516	435,600	(151,916)	(25.9%)
Commodities	17,650	16,811	21,800	21,600	23,200	1,600	7.4%
Other Charges	0	0	0	0	0	0	N/A
Capital Items	6,686,290	5,982,421	5,436,600	11,454,512	8,727,000	(2,727,512)	(23.8%)
Total Expenditures	\$8,471,060	\$7,621,991	\$7,142,300	\$13,357,728	\$10,507,500	(\$2,850,228)	(21.3%)

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$1,677,491	\$1,572,716	\$1,538,800	\$1,542,926	\$1,548,600	\$5,674	0.4%
211 Motor Fuel Tax Fund	1,800,103	2,327,551	1,890,000	2,307,979	2,255,000	(52,979)	(2.3%)
235 Municipal Park Opr Fund	32,400	0	25,000	25,000	25,000	0	0.0%
401 Capital Projects Fund	4,919,880	3,630,264	3,456,900	8,260,228	5,978,900	(2,281,328)	(27.6%)
426 Flood Control V Fund	41,186	91,460	231,600	1,221,595	700,000	(521,595)	(42.7%)
Total Expenditures	\$8,471,060	\$7,621,991	\$7,142,300	\$13,357,728	\$10,507,500	(\$2,850,228)	(21.3%)

STAFFING HISTORY



ENGINEERING (5001)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-5001-524.10-01	Salaries	1,042,038	950,064	895,300	894,600	894,600	908,100	13,500	1.5%
101-5001-524.18-01	Temporary Help	24,172	25,752	24,200	24,200	24,200	24,200	0	0.0%
101-5001-524.18-05	Overtime Civilian	16,580	16,901	15,000	17,500	17,500	17,500	0	0.0%
	Salaries	1,082,790	992,717	934,500	936,300	936,300	949,800	13,500	1.4%
101-5001-524.19-01	Workers Compensation	31,100	32,700	34,000	34,000	34,000	35,000	1,000	2.9%
101-5001-524.19-05	Medical Insurance	137,800	148,000	141,200	141,200	141,200	142,700	1,500	1.1%
101-5001-524.19-10	IMRF	134,005	112,749	105,600	106,500	106,500	117,800	11,300	10.6%
101-5001-524.19-11	Social Security	65,109	58,630	57,100	57,500	57,500	57,800	300	0.5%
101-5001-524.19-12	Medicare	15,474	14,005	13,700	13,800	13,800	13,800	0	0.0%
101-5001-524.19-23	Automobile Allowance	4,820	4,820	4,800	4,800	4,800	4,800	0	0.0%
	Fringe Benefits	388,308	370,904	356,400	357,800	357,800	371,900	14,100	3.9%
101-5001-524.20-05	Professional Services	11,919	15,184	54,000	54,126	54,126	48,700	(5,426)	(10.0%)
101-5001-524.20-40	General Insurance	18,600	19,500	20,500	20,500	20,500	21,100	600	2.9%
101-5001-524.21-02	Equipment Maintenance	1,255	2,193	2,600	2,600	2,600	2,600	0	0.0%
101-5001-524.21-65	Other Services	12,689	11,986	13,600	13,600	13,600	13,600	0	0.0%
101-5001-524.22-02	Dues	2,803	2,934	3,100	3,100	3,100	3,100	0	0.0%
101-5001-524.22-03	Travel & Training	12,134	10,436	13,500	13,500	13,500	13,500	0	0.0%
101-5001-524.22-05	Postage	1,457	1,313	3,000	3,000	3,000	3,000	0	0.0%
101-5001-524.22-10	Printing	343	416	400	400	400	400	0	0.0%
101-5001-524.22-15	Photocopying	4,743	4,322	5,000	6,000	6,000	6,000	0	0.0%
101-5001-524.22-25	IT/GIS Service Charge	79,700	82,300	81,800	81,800	81,800	62,800	(19,000)	(23.2%)
101-5001-524.22-37	Vehicle/Equip Lease Charge	43,100	41,700	28,600	28,600	28,600	28,900	300	1.0%
	Contractual Services	188,743	192,284	226,100	227,226	227,226	203,700	(23,526)	(10.4%)
101-5001-524.30-01	Publications Periodicals	244	360	600	600	600	600	0	0.0%
101-5001-524.30-05	Office Supplies & Equip	4,313	3,673	4,700	4,700	4,700	4,700	0	0.0%
101-5001-524.30-20	Photographic Supplies	3,253	3,424	4,100	4,100	4,100	4,100	0	0.0%
101-5001-524.30-35	Clothing	200	939	1,000	1,000	1,000	1,000	0	0.0%
101-5001-524.30-50	Petroleum Products	9,480	5,903	8,000	7,800	7,800	9,400	1,600	20.5%
101-5001-524.31-85	Small Tools and Equipment	160	1,595	1,600	1,600	1,600	1,600	0	0.0%
101-5001-524.32-80	Books	0	500	500	500	500	500	0	0.0%
101-5001-524.33-05	Other Supplies	0	417	1,300	1,300	1,300	1,300	0	0.0%
	Commodities	17,650	16,811	21,800	21,600	21,600	23,200	1,600	7.4%
Total Engineering Dept		1,677,491	1,572,716	1,538,800	1,542,926	1,542,926	1,548,600	5,674	0.4%

ENGINEERING

General Fund

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1285	Director of Engineering	D63	1.00	1.00	
1290	Deputy Director of Engineering	C52	1.00	1.00	
1295	Civil Engineer II	C42	2.00	2.00	
1305	Traffic Engineer	C42	1.00	1.00	
1315	Engineering Inspector	B32	2.00	2.00	
1320	Engineering Technician	B31	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1322	Traffic Technician	A13	1.00	1.00	
Total F-T-E			10.00	10.00	0.00

ENGINEERING

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-5001-524.10-01	Salaries	Salaries	894,600	908,100
101-5001-524.18-01	Temporary Help	Temporary Help	24,200	24,200
101-5001-524.18-05	Overtime Civilian	Overtime Civilian	17,500	17,500
TOTAL SALARIES			936,300	949,800
FRINGE BENEFITS:				
101-5001-524.19-01	Workers' Compensation	Workers' Compensation Insurance	34,000	35,000
101-5001-524.19-05	Medical Insurance	Medical Insurance	141,200	142,700
101-5001-524.19-10	IMRF	IMRF	106,500	117,800
101-5001-524.19-11	Social Security	Social Security	57,500	57,800
101-5001-524.19-12	Medicare	Medicare	13,800	13,800
101-5001-524.19-23	Automobile Allowance	Automobile Allowance	4,800	4,800
TOTAL FRINGE BENEFITS			357,800	371,900
CONTRACTUAL SERVICES:				
101-5001-524.20-05	Professional Services	Documents prepared by a registered land surveyor	2,100	2,100
		Paver Program Support	1,000	1,000
		Soil tests, inspections, and other engineering services	1,000	1,000
		Annual updating of Sidwell books	500	500
		Pavement reinspection and management evaluations	17,100	17,100
		Consulting services	25,000	27,000
		Prior Year Encumbrance Carryover	7,426	0
			54,126	48,700
101-5001-524.20-40	General Insurance	Liability and property insurance	20,500	21,100
101-5001-524.21-02	Equipment Maintenance	Office and computer equipment	500	500
		Traffic counters & survey levels	400	400
		Nuclear density gauge	900	900
		Radios and paging units	100	100
		Color printer	700	700
			2,600	2,600
101-5001-524.21-65	Other Services	Microfilming of records	1,400	1,400
		Laboratory & blueprint services	400	400
		Technical computer software	4,600	4,600
		Pager rental and service	100	100
		Contractual secretarial services	1,300	1,300
		Cell phone charges	5,800	5,800
			13,600	13,600
101-5001-524.22-02	Dues	Dues	3,100	3,100

ENGINEERING

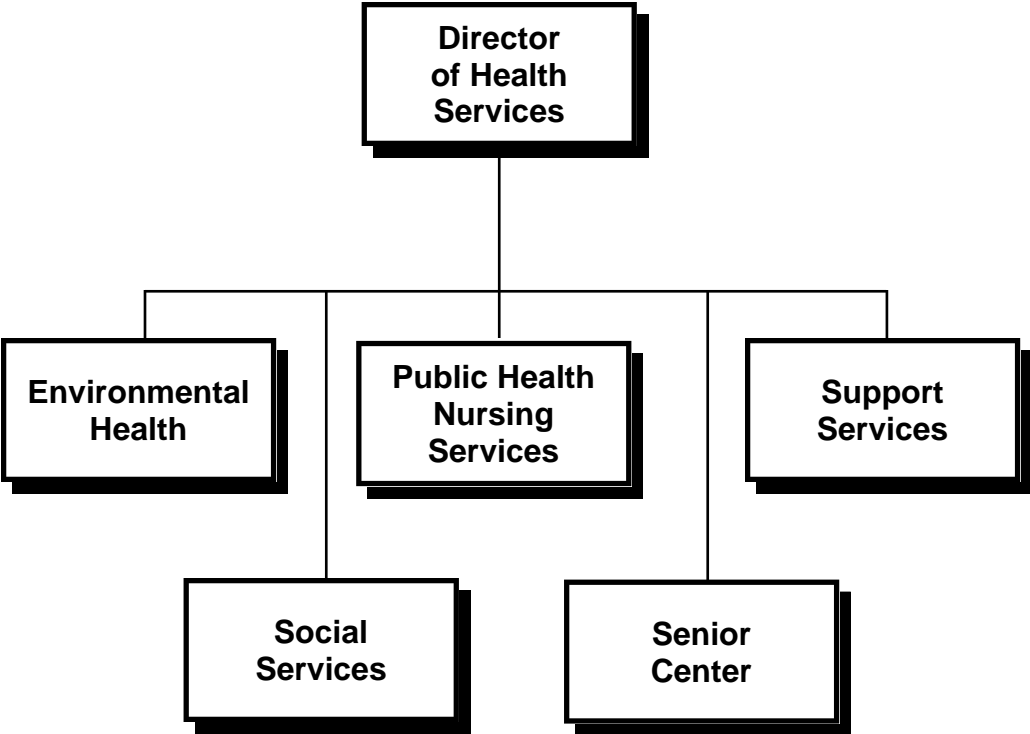
GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-5001-524.22-03	Travel & Training	APWA Internat'l Congress (2) Short Courses APWA, University of Wisconsin, ASCE, PCA, AWWA	3,800		3,800	
			9,700	13,500	9,700	13,500
101-5001-524.22-05	Postage	Mailing of correspondence		3,000		3,000
101-5001-524.22-10	Printing	Printing of misc. forms & business cards		400		400
101-5001-524.22-15	Photocopying	Photocopies, supplies & maintenance Lease of Xerox W5632PT copier	3,500		3,500	
			2,500	6,000	2,500	6,000
101-5001-524.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		81,800		62,800
101-5001-524.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		28,600		28,900
		TOTAL CONTRACTUAL SERVICES		227,226		203,700
COMMODITIES:						
101-5001-524.30-01	Publications/Periodicals	Miscellaneous publications		600		600
101-5001-524.30-05	Office Supplies & Equip.	General office supplies		4,700		4,700
101-5001-524.30-20	Photographic Supplies	Misc. supplies for drafting and plan preparation, video tapes, film and developing, blueprint paper, plotter paper and ink, etc.		4,100		4,100
101-5001-524.30-35	Clothing	Rain gear, rubber boots, safety glasses, vests and hard hats		1,000		1,000
101-5001-524.30-50	Petroleum Products	Gasoline for department vehicle(s)		7,800		9,400
101-5001-524.31-85	Small Tools & Equip.	Field books, tapes, level rods, surveying equipment, miscellaneous		1,600		1,600
101-5001-524.32-80	Books	Annual update of: Ill. Design Standards and American Water Works Standards	100		100	
		ITE textbooks	125		125	
		Technical reference books	125		125	
		American Society of Testing and Materials manuals	150	500	150	500
101-5001-524.33-05	Other Supplies	Supplies for traffic counters, computer equipment, marking paint, etc.		1,300		1,300
		TOTAL COMMODITIES		21,600		23,200
		TOTAL ENGINEERING		1,542,926		1,548,600

HEALTH SERVICES

ORGANIZATION STRUCTURE



HEALTH SERVICES

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

Environmental Health Services – Three licensed environmental health practitioners provide the following:

- ▶ Monitoring and inspection of commercial, institutional and industrial sites on an "as needed" basis and in response to citizen complaints.
- ▶ Management of community recycling program, community yard waste disposal program, and community refuse removal program.
- ▶ Management of multi-family residence recycling program.
- ▶ Management of multi-family refuse disposal program.
- ▶ Education and enforcement of Village smoking ordinance and complaint investigations regarding same.
- ▶ Response to requests for service and complaints regarding noise, air and water pollution, general nuisance abatement, property maintenance, refuse and debris clean-up, weed cutting, potable water wells, private sewage disposal, insects and rodents, microwave oven screening, etc. This includes weekend/evening and emergency responses when requested by other Village departments.
- ▶ Inspection of public food establishments, inspection of temporary/mobile vendors, and the review of food establishment plans for construction to ensure compliance with State and Village regulations. Food borne illness investigation and control.
- ▶ Child day care facility inspections.
- ▶ Inspections of public and semi-public swimming pools during summer months and monthly inspections of indoor pools during the entire year.
- ▶ Residential radon testing services.
- ▶ Management of Village weed cutting program.
- ▶ Inspections of beauty shops, tanning parlors and health clubs in response to citizen complaints.
- ▶ Licensing and occupancy inspections of new businesses.

Public Health Nursing Services – Two registered nurses provide the following services:

- ▶ A Home Care Nursing Program consisting of skilled nursing services is provided to homebound patients. Services provided include insulin syringe filling, pill box filling, finger stick blood sample for anticoagulation or blood sugar testing, lab draws, flu shots and other injections. Flu shots are also provided to the homebound on an annual basis. Appropriate referrals are made based upon the skilled nursing assessment. These may include social services, disability services, psychiatric services, environmental health, etc.
- ▶ Low cost health screening clinics for hypertension, diabetes, anticoagulation levels, cholesterol, and TB skin testing are provided.

- ▶ Public health nurses provide health consultations and screenings to Village employees. Immunizations are also provided to employees.
- ▶ First-aid, body fat analysis, blood pressure screenings, and cholesterol screenings at Frontier Days.
- ▶ CPR and AED instruction support for Fire Department and community when requested.
- ▶ Provision of Village-wide influenza vaccination program.
- ▶ Low cost immunizations for children. Some adult immunizations are offered at reduced cost.
- ▶ Vision and hearing screenings are provided in our parochial schools.
- ▶ Day care center inspections.
- ▶ Emergency Medical Technician Education – on-going training for Village firefighters.
- ▶ Blood borne pathogen training for Police, Fire, and Public Works custodians.
- ▶ Information and referral services for the community.
- ▶ Health education classes for Village employees.
- ▶ Active in Emergency Preparedness planning for community, partnering with the Cook County Department of Public Health (CCDPH) & Northwest Community Hospital (NCH).
- ▶ Community outreach as requested by Park District, School District, Racetrack, etc.
- ▶ Active in pandemic flu distribution, partnering with the CCDPH and NCH.

Human Services Coordination – The Human Services Coordinator:

- ▶ Evaluates and recommends human service programs for the Village and coordinates various human service programs.
- ▶ Manages the Counseling Program, the Children at Play Program, and Arlington Heights Park District Scholarship Program.
- ▶ Manages the Village's Emergency Assistance Fund.
- ▶ Manages the Arlington Heights Ministerial Association Emergency Fund.
- ▶ Manages the Salvation Army Fund.
- ▶ Provides intake services for the Nicor Share Program and Access to Care.
- ▶ Provides community education and presentations regarding social needs of the Village.
- ▶ Distributes emergency assistance to those in need and provides direct services, including information and referral services.
- ▶ Provides short term counseling and case management.

- ▶ Solicits community donations for various programs and services.
- ▶ Manages the Village Holiday Assistance Program.
- ▶ Manages and edits the Human Services Directory.

Disability Services – The Disability Services Coordinator:

- ▶ Acts as a community resource on disability related issues through the provision of information and referral.
- ▶ Evaluates needs, recommends and coordinates activities to ensure Village facilities, programs, services, and communications are equally accessible to persons with disabilities.
- ▶ Counsels residents with disabilities and their families on governmental benefits, community resources, assistive technology, and disability rights.
- ▶ Reviews building plans for compliance with accessibility codes.
- ▶ Provides technical assistance to entities and individuals covered by the Americans with Disabilities Act, Fair Housing Amendment Act, Section 504, and other disability laws.
- ▶ Manages the Village's Emergency 9-1-1 Registration, Emergency Weather Warning System for the Deaf, Refuse Discounts, Recycling Bins on Wheels, Vehicle Sticker Discounts, and Service Animal Fee Waiver programs.
- ▶ Writes and edits the "Connections" disability newsletter.
- ▶ Facilitates community education presentations pertaining to disability issues.

Management Services – The Health Services Administrator and staff additionally carry out special projects and services, including:

- ▶ Board of Health liaison services and Senior Center management.
- ▶ Youth Commission liaison, Senior Citizen Commission liaison, Environmental Control Commission liaison, and Citizens with Disabilities liaison.
- ▶ Management of the federally required Blood Borne Pathogen Program and Employee Right-To-Know program regarding use of hazardous chemicals by Village employees.

2010-11 Status of Goals and Objectives

- ▶ **Continue to maintain high quality services to our community and efficiently manage the Village's resources.**

The Health Services Department was able to maintain high quality services during these times of diminished resources. During these difficult economic times our services continued to serve a valuable role in the support of the health and well being of our community.

Nursing Services:

- The Village is a member of the Illinois Public Health Association Consortium who conducts a bid process to obtain the lowest price for influenza vaccine for its members. The cost of flu vaccine has decreased annually since joining. The Village is compensated for this expense, as fees of \$20 per person are charged for influenza vaccine.
- Nursing Services secured additional vaccines for Village employees protecting against Hepatitis B and Tdap (Tetanus, Diphtheria and Pertussis), at no cost to the Village from grant funding provided to the Illinois Department of Public Health via the American Recovery and Reinvestment Act.
- The Home Visit program remained high in numbers served as we continue to average over 200 home visits a month. This program provides a very valuable service to the community as it helps to allow our residents to age in place. There is no charge to the resident for the visit, but a small supply cost is charged to replace any supplies or equipment used.

Environmental Health:

- The number of cuts for the Weed and Grass Cutting program increased 27% this year from 232 to 295. This is mainly attributed to the continuation of the number of vacant houses that are in the foreclosure process. If a property owner fails to maintain the grass/weeds on their property per Code, the Village sends in a contractor to maintain it after legal notification from the Village. If the property owner fails to pay the invoice, the Village uses a collection agency to recover the outstanding debt. In anticipation of the current contract expiring, Health staff worked with the Purchasing Assistant in developing a bid document for the Weed and Grass Cutting program.
- A Document Destruction Event sponsored by the Solid Waste Agency of Northern Cook County and staffed by the Health Services Department was held at the Senior Center on September 25, 2010, at no cost for our residents.
- Staff worked with Planning, Public Works, and Groot Industries to provide seven sidewalk recycling containers in the Downtown area. The containers have been strategically placed, based on Downtown businesses and commuter foot traffic, in order to divert as much recyclable material from the waste stream as possible. The containers were purchased using money from the Village Solid Waste Fund.
- Staff is participating in the Energy Efficiency and Conservation Block Grant Committee that secured \$714,000 in Federal funding for energy efficiency projects in the Village. The committee continues to meet as the projects are underway and the required documentation is submitted.
- Staff met their requested inspection frequency for food establishments, swimming pools, and daycares in 2010. In addition to the routine inspections, staff conducted 89 seasonal food service inspections and 250 re-inspections to assure code compliance. They also responded to just over 400 nuisance complaints, conducting approximately 1300 inspections to assure compliance with Village ordinances. There was an increase in the number of temporary food service inspections conducted. Many of these events occur outside of regular business hours and entail food handlers working outside of their kitchens. Therefore, these events often present on-site problem solving to ensure that participants are serving a safe product.

Disability Services:

- Continues to educate citizens with disabilities regarding community programs and resources that provide financial benefits and access to services. The Illinois Circuit Breaker program provides low-income persons with disabilities; Free Rides on Pace, Metra and CTA, prescription drug discounts, license plate discount and a tax grant to home owners and renters. Referrals are also made for low-income residents with disabilities for subsidized housing, utility payment assistance and other community resources. This includes the Village's Vehicle Sticker Discount available to residents with disabilities.
- The Disability Coordinator plays an instrumental role in educating the public on ADA compliance and Fair Housing laws. The application of these laws provides a quality of life benefit that people with disabilities and their families increasingly enjoy as environmental and attitudinal barriers diminish.
- In July, the Disability Services Coordinator was asked to assist the Health Services/MRC Director with recruitment of volunteers to serve on the Arlington Heights Medical Reserve Corps (AHMRC). Before such a recruitment phase could take place it was important for the new MRC Coordinator to acquaint himself with the goals, vision, mission and application process used to screen potential volunteers. The new MRC Coordinator attended MRC meetings at the Cook County and State level and attended the Region V Conference hosted by the National Association of County and City Health Officials (NACCHO).
- The Health Services Department received a \$5,000 MRC Capacity Building award from NACCHO on January 4, 2011. The award would enable the Village to purchase various items and services to enhance the AHMRC.

Human Services:

- The Human Services Coordinator responded to many difficult cases this year due in part to the economic downturn. To assist these families it was necessary to research new resources and partner with other agencies helping with financial needs. The Human Services Coordinator partnered with Salvation Army's Job Search Coordinator to refer people experiencing loss of employment. The Salvation Army and Rotary also provided goods and services that were passed on to our clients without cost to the Village.
- The Human Services Directory is up and running on the Village website. This will eliminate the cost of printing and shipping hard copy directories. We have already received many requests for the Directory and have been able to refer all requests to the website. We will also research having the directory published on CD for more environmental and financial efficiency.
- We served approximately the same number of households in 2010 and spent less. We are also talking more with businesses who are willing to donate some of their time and services at either low or no cost rates. This makes it possible for us to provide services to clients without spending from Village funds. We implemented a new requirement for our Holiday Assistance Program; any family who has participated for three consecutive years may not apply in the current year. This has opened up the opportunity for new families to participate.
- Continues working with groups outside the Village to enhance the services we can offer our residents. Some of our partnerships are Arlington Center for Recovery who offers

the Village a discount on substance abuse therapy for our Counseling Program and Alexian Center for Mental Health who works with the us to help people with mental disabilities find housing and other human needs.

- The Human Services Coordinator is the liaison to the new Arlington Cares NFP board to establish new means of raising funds and publicizing programs for people to donate to the Emergency Assistance Fund.
- Participated in the “Back to School Initiative” held at Faith Community Church. This was a community initiative that also received assistance from the Salvation Army, School District 25, Faith Lutheran Church, Northwest Community Hospital, and United Way. Low income families were sent invitations to obtain school supplies and backpacks. A resource fair was included in this event.

The Health Department staff continues to use the back side of used paper from their recycling bin for all draft copies. Staff emails agendas and minutes to our Boards and Commissions saving postage and paper. Health Department monthly reports are being emailed in order to reduce paper usage. Applications are being printed on both sides of the paper. All these small measures save paper, postage, ink and toner cartridges, and the environment.

- ▶ **Continue to monitor, prepare for, and act upon ongoing and newly emerging communicable diseases. Make sure staff attends appropriate seminars to keep current on all relevant health related issues.**

Environmental Health:

- Staff conducted several inspections in response to possible foodborne illness outbreaks. The agents suspected in these possible outbreaks included Shigellosis, Salmonella, and Norovirus. A few of these cases required joint inspections to be conducted with the Cook County Department of Public Health.
- Staff conducted two inspections with Cook County in response to separate disease outbreaks. A middle school had experienced a Norovirus outbreak shortly after the school year began. After investigation, it was determined to most likely be spreading person to person or from a lack of student hand washing. Information on the disease was shared with school staff. In another incident, two day care students tested positive for Shigella. A connection to the day care was not found.
- The Health Department received several complaints regarding waterfowl being sickened and dying in retention ponds. Staff collaborated with Engineering, the Public Works Sewer Division, the Metropolitan Water Reclamation District, and the US Fish & Wildlife Service personnel on these issues. The U.S. Fish & Wildlife officer related that it is not uncommon to have several ducks or geese die in late summer due to Avian Botulism, a naturally occurring bacteria that reproduces in the sediment of ponds. When the water level drops in late summer, the sediment and bacteria become accessible to the fowl, who ingest it, become sick, and die. There is no prevention known. Village staff made sure the dead ducks were removed promptly by the pond owners, and that the ponds were operating as originally engineered.
- Staff continues to receive and respond to complaints concerning bed bugs. This issue is a national concern, as evident from the creation of Bud Bug Task Forces in many major cities. In July, 2010, Illinois created their own Bud Bug Task force. While bed bugs carry over 20 known pathogens, they are not known to transmit disease unless the bites get infected. However, the toll on the victim’s mental well being is often high. Ticks and

mosquitoes bite us when we're outside, but bedbugs invade the safety and sanctity of our home. The media coverage that frequently accompanies these cases can have a negative impact on the businesses even after the infestations are abated.

Our department continued to monitor the transmission of the West Nile Virus (WNV). In 2010, the Northwest Mosquito Abatement District once again confirmed WNV in mosquito collection samples in Arlington Heights. Dead birds were collected by staff and submitted to the State for testing, with one bird being positive for the WNV. As of November 22nd, there were 56 human cases of WNV in Illinois, which included 15 from Cook County. It is believed the warmer summer weather contributed to higher levels of WNV this year.

In July, the Illinois Department of Public Health (IDPH) issued a News Release warning people to avoid contact with bats. In the last several years there have been an above average number of rabies cases in bats in Illinois. As of November 22nd, 113 bats were tested positive for rabies in 2010 according to IDPH. There were 15 positive bats in Cook County, one was from Arlington Heights.

Nursing Services:

- The Health Department was alerted to a potential tuberculosis (TB) exposure in a local medical office after one of their patients had active TB. The medical office appropriately contacted the Cook County Department of Public Health (CCDPH) for guidance. CCDPH felt it necessary to advise any patient in the waiting room during the infected patients office visit to be skin tested for TB. The medical office sent letters out with this recommendation. As of December 17, 2010, Nursing Services was working closely with CCDPH by providing TB skin tests and sending all results to CCDPH.
- The Health Department held two "by appointment" seasonal influenza vaccination clinics for our residents at the Senior Center. Employee and First Responder Clinics were also provided. The small amount of vaccine left over from these clinics was administered during the general wellness clinics held in the Health Department.

Our staff attended several educational seminars including: Illinois Public Health Emergency Preparedness Summit, IDPH Communicable Disease Conference, North Chapter Illinois Environmental Health Association Conferences (IEHA), and Anderson Pest Control. Nursing Services staff attended the Designated Infection Control Officer Training (DICO). The DICO needs to be available 24/7 to guide employees after a communicable disease exposure. This should eliminate unnecessary emergency room visits when the exposure is not of a communicable nature.

► Provide programs and communications that promote health education and awareness to residents and businesses in the community.

The Health Services Department provided a variety of programs and communications that promote health education and awareness to residents and businesses in the community.

Environmental Health:

- Environmental Health provided a new page on the Village web site for food service owners and operators. The page provides a variety of regularly requested information that includes Consumer Advisories, Plan Review requirements, previously distributed Arlington Heights Food News newsletters, and Temporary Event Foodservice Applications.

- Our department continues to participate in the Prescription Drug and Sharps Program sponsored by the Solid Waste Agency of Northern Cook County (SWANCC). Two Saturday drop-off dates were added to this annual program. This program allows residents to drop-off their expired and unused prescription medications along with needles and syringes.

Human Services:

- The Human Services Directory is now available on the Village website. It is located on the main page of the Health Services Department. The purpose of this directory is to provide information about human care and social service agencies that provide services to Arlington Heights residents.
- The Human Services Coordinator continues to attend workshops and seminars regarding improving the social services of the community. The HSC participated in various health and education fairs and offered speaking events to churches, groups and businesses in the area to educate the community about what services are available to our residents.
- The Social Services division sent letters to schools regarding programs available to low-income residents which offers more opportunities to families who might otherwise not be aware of the resources available to them. The Human Services Coordinator has established several new relationships with school social workers who work closely with disenfranchised families in our community.

Disability Services:

- On August 2, 2010, Mayor Arlene J. Mulder and the Village Board of Trustees presented a plaque to the Commission for Citizens with Disabilities commemorating the 20th Anniversary of the signing of the Americans with Disabilities Act.
- In commemoration of October's designation as Disability Employment Awareness Month, by Congress, the Commission for Citizens with Disabilities awarded Xsport Fitness as the Arlington Heights employer known for hiring and employing persons with disabilities.
- The Commission for Citizens with Disabilities once again co-sponsored the Citizens with Disabilities Day at the Frontier Days Festival. The parade Reserved Wheelchair Viewing Area was available again this year in front of the library. In August the Commission hosted a "Self Defense Training for People with Disabilities."
- Continues to write and edit "Connections" a disability newsletter. The newsletter is used to announce current events, is often used as a registration form for trainings offered, and also provides disability information and referral resources.

Nursing Services:

- Created a reference guide for residents that includes a variety of contact information on home visit resources for our homebound residents.
- Provided body fat analysis and educational materials on nutrition and obesity at several events, including the Mane Event, Wheeling Township's Kidney Fair, District 25's Health Fair, the 2010 Kid's Fair held at Pioneer Park, and the annual Cholesterol Clinic on a Saturday in February in recognition of Heart Awareness Month.
- Continues to provide the State mandated vision and hearing screening in our parochial schools that do not have State certified screeners. Our nurses must take a State

sponsored class to become certified screeners. Currently Our Lady of Wayside, St. James, and St. Peters elementary schools are in need of the vision and hearing program. The enrollment in these schools ranges from approximately 400-550 students. The children are screened for both vision and hearing and our nurses serve all classes that are mandated by the State. Those children that fail either one of the screenings are then re-screened two weeks later. Referral forms and letters are sent to the parents for follow-up. An annual State form is then completed detailing the number of children screened and the physicians finding for statistical review.

- On February 11th the Health Department held a special Cholesterol Clinic for all employees. This was followed with a Community Cholesterol Clinic on Saturday, February 13th to commemorate Heart Awareness Month.
- Nursing Services also provided six CPR and/or AED training classes to the community.
- March is recognized as Colon Cancer Awareness Month and Nursing Services recognized this by providing educational kits at the Health Services Department. All front office staff wore the logo pin for the month to help promote awareness.

The Health Services Department also participated in community planning projects for improving the health of our residents:

- The Health Services Director participated on the Cook County Department of Public Health we/Plan Steering Committee to develop a community health strategic plan to improve the health status of suburban communities over the next five years.
 - Nursing Services attended the Community and Industry Partners for the Marshfield Grant: Building Community Resource to Address Health and Safety Concerns for Children of Migrant and Seasonal Workers. This grant is for the seasonal workers who live in the backstretch at Arlington and Hawthorne Race Course. The members of the committee were from the University of Illinois School of Public Health, Stickney Health Department, Arlington Heights Health Department, Arlington Race Course, Hawthorne Race Course, Illinois Department of Public Health, Northwest Community Hospital, and the Illinois Charitable Race Foundation. The goal of the committee is to improve health and increase access to care for the seasonal worker.
- **Evaluate the single-family solid waste program to explore all options available for our residents prior to the next solid waste contract, which would become effective on April 1, 2011. Continue to collaborate with the Solid Waste Agency of Northern Cook County and the Village's Environmental Control Commission during this process. Prepare and execute an RFP for a multi year single-family solid waste contract. Work closely with the contractor awarded the single-family solid waste contract to assure a seamless transition.**

Public Research Group, a private consulting firm hired by the Village, conducted a survey to ascertain resident's opinions regarding solid waste options available that could be considered for the next single-family solid waste contract which would become effective on April 1, 2011. After mailing 3,000 surveys, the consultant received over 2,000 returned surveys from Arlington Heights residents along with 209 completed telephone surveys, and over 700 online surveys.

The Health Services Department involved the Solid Waste Agency of Northern Cook County and the Village's Environmental Control Commission throughout the evaluation process for the Single-Family Solid Waste Contract.

HEALTH SERVICES

(Continued)

At the Village Board meeting on August 16, 2010, staff was directed to enter into negotiations with Groot Industries, Inc. (Groot) for a possible extension to the Single-Family Solid Waste Contract that expires on March 31, 2011.

On September 20, 2010 the Village Board voted 8-1 to approve a five year extension through March 31, 2016, for the Single-Family Solid Waste Contract with Groot Industries, reflecting the following:

- Five Year Contract with an optional five year extension
- Rate Freeze for one year expiring March 31, 2012
- Continuation of twice a week garbage collection
- Groot providing a recycling cart to each single-family household at no additional charge to the current collection rate – residents will have the option to lease a garbage cart for a monthly fee of \$2.50

The contract was approved by the Village Board on December 20, 2010.

2011-12 Goals and Objectives

- ▶ Continue to maintain high quality services to our community and efficiently manage the Village's resources.
- ▶ Continue to monitor, prepare for, and act upon ongoing and newly emerging communicable diseases. Make sure staff attends appropriate seminars to keep current on all relevant health related issues and on continuing education units required for licensure.
- ▶ Provide programs and communications that promote health education and awareness to residents and businesses in the community.
- ▶ Take the necessary steps to help assure a seamless transition to the recycling cart and optional refuse cart components for the single-family solid waste program. Provide important information to residents regarding code changes associated with this service.

Performance Measures	Calendar Year		
	2008	2009	2010
1. Routine In-Service Food Service Inspections:			
High Risk	344	320	315
Medium Risk	250	252	240
Low Risk	82	85	75
Seasonal Inspections	<u>69</u>	<u>80</u>	<u>89</u>
Total Inspections	745	737	719
2. Routine Swimming Pool/Spa Inspections:			
Indoor Pools	360	343	287
Outdoor Pools	<u>266</u>	<u>263</u>	<u>274</u>
Total Inspections	626	606	561
3. Routine Licensed Day Care Inspections	38	33	35
4. Nursing In-Home Visits	2,495	2,641	2,616

HEALTH SERVICES

(Continued)

Performance Measures (cont.)	Calendar Year		
	2008	2009	2010
5. Immunizations	1,175	1,073	1144
Influenza vaccine	1,610	1,740	1376
H1N1	n/a	2,000	n/a
6. Clinic Services:	326	203	192
Diabetic Screenings	245	298	228
INR	78	115	142
Injections	2,799	2,739	2,675
Blood Pressure Readings	111	713	1,269
Pulse Oximeter	266	285	275
Cholesterol Screenings	402	373	365
TB Screenings	n/a	n/a	212
Community Event blood pressure/body fat analysis	4,227	4,726	5,358
Total Clinical Services			
7. New 9-1-1 Premise Alert Registrants - Disability Services	37	18	13
8. Park District Scholarship Program – total applications	97	114	125
Portion of applications for Children at Play (CAP)	29	30	30
9. Emergency Assistance Fund - Households Served	274	296	290
Total Expenditures	\$49,184	\$49,201	\$46,201

OPERATION SUMMARY

HEALTH SERVICES (Including Youth & Senior)

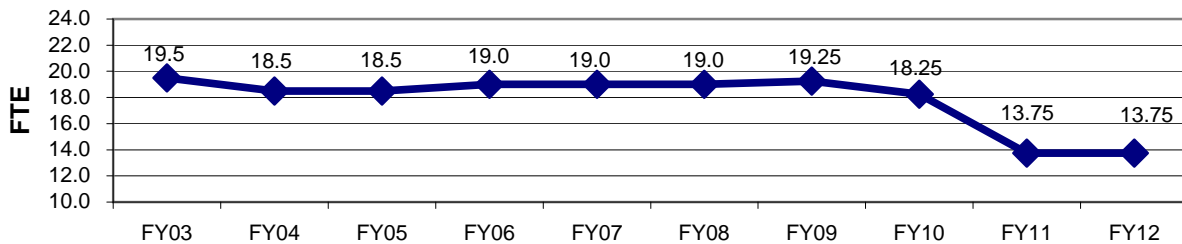
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	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	19.25	18.25	13.75	13.75	13.75	0.00	0.0%
Expenditures							
Personal Services	\$1,878,197	\$1,906,012	\$1,506,500	\$1,519,700	\$1,558,500	\$38,800	2.6%
Contractual Services	366,571	297,565	256,900	296,800	273,100	(23,700)	(8.0%)
Commodities	94,826	67,029	62,000	87,200	69,400	(17,800)	(20.4%)
Other Charges	73,269	73,637	85,000	99,100	98,100	(1,000)	(1.0%)
Capital Items	18,650	21,289	0	0	0	0	N/A
Total Expenditures	\$2,431,513	\$2,365,532	\$1,910,400	\$2,002,800	\$1,999,100	(\$3,700)	(0.2%)

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund - Health	\$1,528,892	\$1,495,255	\$1,481,700	\$1,558,300	\$1,552,200	(\$6,100)	(0.4%)
101 General Fund - Youth	354,643	413,311	0	0	0	0	N/A
101 General Fund - Senior	529,328	435,677	428,700	444,500	446,900	2,400	0.5%
401 Capital Projects Fund	18,650	21,289	0	0	0	0	N/A
Total Expenditures	\$2,431,513	\$2,365,532	\$1,910,400	\$2,002,800	\$1,999,100	(\$3,700)	(0.2%)

STAFFING HISTORY



HEALTH SERVICES (7001)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-7001-541.10-01	Salaries	839,338	856,730	847,200	844,600	862,500	17,900	2.1%	
101-7001-541.18-01	Temporary Help	12,283	9,825	8,600	15,000	15,000	0	0.0%	
101-7001-541.18-05	Overtime Civilian	0	0	300	300	300	0	0.0%	
	Salaries	851,621	866,555	856,100	859,900	877,800	17,900	2.1%	
101-7001-541.19-01	Workers Compensation	13,400	14,100	14,700	14,700	15,100	400	2.7%	
101-7001-541.19-05	Medical Insurance	149,800	159,400	153,500	153,500	154,300	800	0.5%	
101-7001-541.19-10	IMRF	104,328	99,266	96,000	97,400	108,300	10,900	11.2%	
101-7001-541.19-11	Social Security	50,816	51,840	53,100	53,800	54,400	600	1.1%	
101-7001-541.19-12	Medicare	11,885	12,124	12,400	12,600	12,700	100	0.8%	
	Fringe Benefits	330,229	336,730	329,700	332,000	344,800	12,800	3.9%	
101-7001-541.20-25	Counseling Services	44,830	26,164	32,700	32,700	32,700	0	0.0%	
101-7001-541.20-26	Youth Shelter Services	16,578	0	0	0	0	0	N/A	
101-7001-541.20-40	General Insurance	13,600	14,300	15,000	15,000	15,500	500	3.3%	
101-7001-541.21-02	Equipment Maintenance	327	751	1,000	1,300	1,300	0	0.0%	
101-7001-541.21-10	Property Maintenance	20,710	27,275	28,000	52,800	52,800	0	0.0%	
101-7001-541.21-65	Other Services	4,903	7,333	6,000	7,500	6,500	(1,000)	(13.3%)	
101-7001-541.22-02	Dues	997	1,778	1,000	2,400	2,400	0	0.0%	
101-7001-541.22-03	Travel & Training	3,785	2,293	2,000	4,400	4,400	0	0.0%	
101-7001-541.22-05	Postage	2,628	2,424	2,500	2,800	2,800	0	0.0%	
101-7001-541.22-10	Printing	1,241	1,184	1,200	1,500	1,500	0	0.0%	
101-7001-541.22-15	Photocopying	4,247	4,111	5,000	7,000	6,000	(1,000)	(14.3%)	
101-7001-541.22-25	IT/GIS Service Charge	65,400	48,100	47,800	47,800	41,000	(6,800)	(14.2%)	
101-7001-541.22-37	Vehicle/Equip Lease Charge	30,100	36,500	20,700	20,700	13,800	(6,900)	(33.3%)	
	Contractual Services	209,346	172,213	162,900	195,900	180,700	(15,200)	(7.8%)	
101-7001-541.30-01	Publications Periodicals	1,498	938	900	1,300	1,300	0	0.0%	
101-7001-541.30-05	Office Supplies & Equip	6,233	4,714	5,000	5,000	5,000	0	0.0%	
101-7001-541.30-35	Clothing	968	117	1,000	1,000	1,000	0	0.0%	
101-7001-541.30-50	Petroleum Products	4,072	2,740	2,600	3,600	3,100	(500)	(13.9%)	
101-7001-541.33-05	Other Supplies	12,596	1,271	4,500	14,600	1,500	(13,100)	(89.7%)	
101-7001-541.33-10	Wellness Program Supplies	39,060	36,340	34,000	45,900	43,900	(2,000)	(4.4%)	
	Commodities	64,427	46,120	48,000	71,400	55,800	(15,600)	(21.8%)	
101-7001-541.40-53	A H Emergency Assistance	40,000	40,000	40,000	40,000	40,000	0	0.0%	
101-7001-541.40-57	A H Emergency Asst Donations	14,000	11,000	11,000	30,000	20,000	(10,000)	(33.3%)	
101-7001-541.40-58	Disabled Citizen Donation	0	0	0	100	100	0	0.0%	
101-7001-541.40-61	MRC Capacity Building Award	0	0	5,000	0	5,000	5,000	N/A	
101-7001-541.41-16	CAP Program	19,269	22,637	29,000	29,000	28,000	(1,000)	(3.4%)	
	Other Charges	73,269	73,637	85,000	99,100	93,100	(6,000)	(6.1%)	
	Total Health Services Admin	1,528,892	1,495,255	1,481,700	1,558,300	1,552,200	(6,100)	(0.4%)	

HEALTH SERVICES - YOUTH (7006)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-7006-541.10-01	Salaries	228,855	291,497	0	0	0	0	0	N/A
101-7006-541.18-01	Temporary Help	7,662	8,981	0	0	0	0	0	N/A
	Salaries	236,517	300,478	0	0	0	0	0	N/A
101-7006-541.19-01	Workers Compensation	600	600	0	0	0	0	0	N/A
101-7006-541.19-05	Medical Insurance	30,500	32,700	0	0	0	0	0	N/A
101-7006-541.19-10	IMRF	28,553	30,301	0	0	0	0	0	N/A
101-7006-541.19-11	Social Security	14,368	16,650	0	0	0	0	0	N/A
101-7006-541.19-12	Medicare	3,351	3,894	0	0	0	0	0	N/A
	Fringe Benefits	77,372	84,145	0	0	0	0	0	N/A
101-7006-541.20-40	General Insurance	6,000	6,300	0	0	0	0	0	N/A
101-7006-541.21-02	Equipment Maintenance	2,041	1,469	0	0	0	0	0	N/A
101-7006-541.21-65	Other Services	9,047	1,995	0	0	0	0	0	N/A
101-7006-541.22-02	Dues	440	70	0	0	0	0	0	N/A
101-7006-541.22-03	Travel & Training	130	59	0	0	0	0	0	N/A
101-7006-541.22-05	Postage	10	16	0	0	0	0	0	N/A
101-7006-541.22-10	Printing	365	0	0	0	0	0	0	N/A
101-7006-541.22-15	Photocopying	3,706	2,781	0	0	0	0	0	N/A
101-7006-541.22-25	IT/GIS Service Charge	11,800	10,400	0	0	0	0	0	N/A
	Contractual Services	33,539	23,090	0	0	0	0	0	N/A
101-7006-541.30-01	Publications Periodicals	262	267	0	0	0	0	0	N/A
101-7006-541.30-05	Office Supplies & Equip	3,368	573	0	0	0	0	0	N/A
101-7006-541.33-05	Other Supplies	3,585	4,758	0	0	0	0	0	N/A
	Commodities	7,215	5,598	0	0	0	0	0	N/A
	Total Youth Services	354,643	413,311	0	0	0	0	0	N/A

HEALTH SERVICES

General Fund

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1325	Director of Health Services	D63	1.00	1.00	
1337	Nursing Supervisor	C42	1.00	1.00	
1330	Human Services Coordinator	C41	1.00	1.00	
1335	Environmental Health Practitioner	C41	3.00	3.00	
1340	Public Health Nurse	C41	1.00	1.00	
1350	Disability Services Coordinator	B31	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1762	Receptionist	A12	1.00	1.00	
Total F-T-E General Fund			10.00	10.00	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund			
Health Services	10.00	10.00	
Senior Services	3.75	3.75	
Total F-T-E All Funds	13.75	13.75	0.00

HEALTH SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
101-7001-541.10-01	Salaries	Salaries	844,600	862,500
101-7001-541.18-01	Temporary Help	Temporary Help (part-time nurses, holiday assistance, summer environmental health intern)	15,000	15,000
101-7001-541.18-05	Overtime	Overtime	300	300
TOTAL SALARIES			859,900	877,800
FRINGE BENEFITS:				
101-7001-541.19-01	Workers' Compensation	Workers' Compensation Insurance	14,700	15,100
101-7001-541.19-05	Medical Insurance	Medical Insurance	153,500	154,300
101-7001-541.19-10	IMRF	IMRF	97,400	108,300
101-7001-541.19-11	Social Security	Social Security	53,800	54,400
101-7001-541.19-12	Medicare	Medicare	12,600	12,700
TOTAL FRINGE BENEFITS			332,000	344,800
CONTRACTUAL SERVICES:				
101-7001-541.20-25	Counseling Services	Counseling services for youth, seniors, and low income residents	32,700	32,700
101-7001-541.20-40	General Insurance	Liability and property insurance	15,000	15,500
101-7001-541.21-02	Equipment Maintenance	Medical equipment, cameras, typewriters, radon unit, vision & hearing units, sound meter, 3 defibrillators, etc.	1,300	1,300
101-7001-541.21-10	Property Maintenance	Weed cutting, lot clearing and emergency property maintenance cleanup efforts	52,800	52,800
101-7001-541.21-65	Other Services	Cell phone charges	3,500	2,500
		Water testing	500	500
		Sign language Interpreting services	1,500	1,500
		Annual cost of TTY line	2,000	2,000
			7,500	6,500
101-7001-541.22-02	Dues	Dues	2,400	2,400

HEALTH SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-7001-541.22-03	Travel & Training	Nursing Seminars	500		500	
		Ill. Environmental Health Association North Chapter (4)	400		400	
		Ill. Environmental Health Association State (3)	1,000		1,000	
		Anderson Pest Control (4)	200		200	
		Ill. Public Health Association (2)	700		700	
		Disability & social services conferences, seminars and meetings	500		500	
		In-service management training	300		300	
		Director/Clerical training	400		400	
		Mileage for personal vehicles	400	4,400	400	4,400
101-7001-541.22-05	Postage	Mailings		2,800		2,800
101-7001-541.22-10	Printing	Forms and reports		1,500		1,500
101-7001-541.22-15	Photocopying	Photocopies, supplies & maintenance	4,100		3,100	
		Lease of Xerox CP245 copier	2,500		2,500	
		Lease of Xerox WC151 copier	400	7,000	400	6,000
101-7001-541.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		47,800		41,000
101-7001-541.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		20,700		13,800
		TOTAL CONTRACTUAL SERVICES		195,900		180,700
COMMODITIES:						
101-7001-541.30-01	Publications/Periodicals	Miscellaneous publications		1,300		1,300
101-7001-541.30-05	Office Supplies & Equip.	General office supplies		5,000		5,000
101-7001-541.30-35	Clothing	Uniforms & protective clothing		1,000		1,000
101-7001-541.30-50	Petroleum Products	Gasoline for department vehicle(s)		3,600		3,100
101-7001-541.33-05	Other Supplies	Swimming pool testing kits, film, small hardware, cameras, radon kits, misc.	1,800		1,500	
		Recycling bins	12,800	14,600	0	1,500
101-7001-541.33-10	Wellness Program	Flu vaccine supplies (WE9702)	22,300		20,300	
		Immunization Clinics (WE9710)	4,900		4,900	
		Festival First Aid (WE9713)	1,900		1,900	
		Medical Waste Disposal (WE0201)	1,000		1,000	
		Clinic Supplies including cholesterol screening supplies, coagucheck/hemacue supplies & miscellaneous public health supplies (WE0601)	15,800	45,900	15,800	43,900
		TOTAL COMMODITIES		71,400		55,800

HEALTH SERVICES

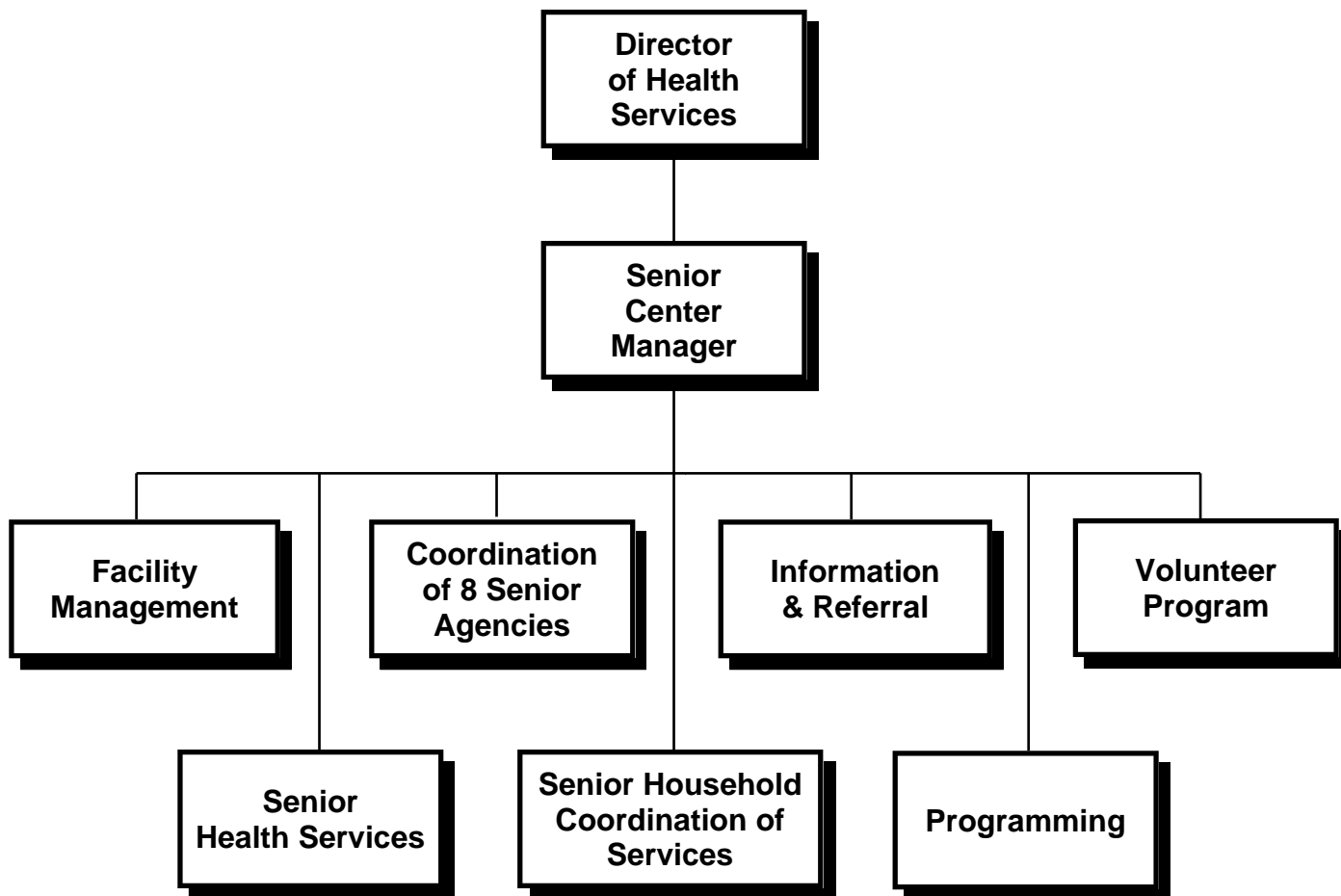
GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
OTHER CHARGES:				
101-7001-541.40-53	AH Emergency Assistance	Arlington Heights Emergency Assistance Program (general funds)	40,000	40,000
101-7001-541.40-57	AH Emerg Asst Donations	Emergency assistance for Arlington Heights residents funded by donations	30,000	20,000
101-7001-541.40-58	Disabled Citizen Donations	Emergency assistance for disabled citizens funded by donations	100	100
101-7001-541.40-61	MRC Capacity Bldg Award	Medical Reserve Corps (MRC) supplies, training, and advertisement	0	5,000
101-7001-541.41-16	Children at Play	Grant to Children at Play Program - subsidy for low income residents	29,000	28,000
TOTAL OTHER CHARGES			<u>99,100</u>	<u>93,100</u>
TOTAL HEALTH SERVICES - ADMIN.			<u>1,558,300</u>	<u>1,552,200</u>

SENIOR SERVICES

ORGANIZATION STRUCTURE



SENIOR SERVICES

The National Council on Aging reports nationwide there are 11,000 senior centers. The Arlington Heights Senior Center is one of the best, serving as a gateway to the aging network-connecting older adults to vital community services that can help them stay healthy and remain independent. We are one of the 225+ nationally accredited senior centers through the National Council on Aging/National Institute for Senior Centers. In the field of aging, we enjoy an excellent reputation because of our agencies, services, innovative programming and volunteer involvement.

We earn that reputation daily because of our continual focus on the quality of life issues for older persons, such as employment. "The unemployment rate for job seekers aged 55+ has more than doubled since December 2007."(Urban Institute, 3/10/10). The employment programs sponsored by both the Village and the Arlington Heights Memorial Library at the Senior Center address these concerns and have been widely attended by hundreds of people. Three patrons reported taking our Harper College Spanish Language Class to add language competency as a job skill on their resume.

The National Council on Aging cites that, compared with their peers, senior center participants have higher levels of health, social interaction and life satisfaction..."Older adults who participate in programs can learn to manage and delay the onset of chronic disease and experience measurable improvements in their physical, social, spiritual, emotional, mental and economic well being." (NCOA Senior Center Fact Sheet, National Council on Aging website)

The Arlington Heights Senior Center serves as the community focal point where older adults can come together for services and programs that reflect their experience and skills, respond to their diverse needs and interests and enhance their dignity, support their independence, and encourage their involvement within the center and the community. The Senior Center provides a wide array of services and programs and links patrons with services offered by other agencies. The Senior Center serves as the primary resource for the entire community for information on aging, support for family caregivers, training professional and lay leaders and students and for the development of innovative approaches to aging issues and programs.

One such diverse need is the annual memory screening. In 2010, on National Memory Screening Day, Catholic Charities Senior Services Northwest staff screened 132 senior citizens for memory screenings. Sixteen of those 132 warranted follow up. Another innovative program addressing senior citizens' needs for transportation is provided by Escorted Transportation Service, Northwest, who provides escorted transportation to seniors for medical and dental appointments. We have had to grow our volunteer pool to keep up with the demands in basic services such as Senior Health Insurance Program, Tax Counseling for the Elderly (tax preparation) and the hours the lending closet is open to loan out durable medical equipment free of charge. Community Nutrition Network served 1,495 Meals on Wheels in the month of November 2010, up from 926 one year earlier. The flu shot immunizations conducted by the Village Nursing staff are one of the strongest in the Northwest Suburbs, despite the fact that multiple opportunities exist for persons to receive this vaccine.

Our Volunteer Program demonstrates services and programs that encourage involvement within the senior center and the community. Our 436 volunteers provide more than 35,000 volunteer hours per year. Highly skilled empowered "volunteers" in their 80's personify civic engagement on a daily basis by professionally, effectively and compassionately running entire programs and services that rival any public or private business plan.

Our Advisory Council demonstrates an ongoing relationship between senior center participants and staff in which the senior patrons are "in the driver's seat" on program design and implementation. Our Arlington Heights Park District and our Catholic Charities Silver Spoon Diner and Northwest Community Hospital/Wellness Center's Walking Club provide opportunities for social engagement, fitness and nutrition.

The 42,000 square foot Senior Center, owned and operated by the Village of Arlington Heights provides the umbrella for this wide array of senior services.

2010-11 Status of Goals and Objectives

- ▶ Support Arlington Heights Senior Center, Inc. through their fundraising evaluation process.

Arlington Heights Senior Center, Inc. reviewed their fund raisers and determined to retain the golf outing and the Senior Housing Fair. "Inc." also added a springtime In-Home Services and Health Fair which debuted in 2011.

- ▶ Organize a program to foster Volunteering for the Unemployed.

One workshop was conducted utilizing the Men's Club as the conduit. A second workshop was offered in February. The Program Coordinator participated in the Illinois Worknet Program on the Harper campus. Volunteerism in general is promoted at all large scale senior center events as well as out in the community in any events which the Senior Center participates in.

- ▶ Develop a program to increase community awareness of the Senior Center, including but not limited to speaking engagements before organizations such as professional groups, associations and networking groups. The intent of this program is to introduce the benefits of the Senior Center to these organizations so that they can use this information for the benefit of their senior citizen clients and customers.

The Volunteer Coordinator attended a forum hosted by Harper College focused on "Generations Serving Generations" to discuss how civic engagement and volunteerism among older adults can help improve graduation rates among today's youth. The statewide report was submitted to the Governor and General Assembly in January 2011. The Senior Center Manager presented at Northwest Community Hospital's Mended Hearts meeting. The Program and Volunteer Coordinators participated in the Lutheran Home's Health Fair.

- ▶ Develop more educational programs, to parallel the Harper Lifelong Learning Institute offerings.

A Wardrobe for Work workshop was presented. The Senior Center offered a program on the Dead Sea Scrolls.

- ▶ Investigate using volunteers in other capacities throughout the Village.

The Volunteer Coordinator extended an offer to the Human Resources Department. The Volunteer Coordinator placed a volunteer doing data entry for the health department's flu shot records. A Senior Center Volunteer created a software program for the Village Nurses. Using local youth groups, such as the Girl Scouts, several leaf raking projects occurred.

- ▶ Use more skilled volunteers in leadership positions.

We have used skilled volunteers in leadership capacity in the following areas: Bob Arnold leading our Great Discussion Groups, Kathy McGrath, a Human Resources professional developed our Winning Wardrobe for Work workshop and Om Johari has developed and has led our Laughter Club, meditation classes and Sudoko classes. Advanced Placement High School Students with a background in performing arts worked with our Seniors to develop a Show Choir.

- ▶ Continue to manage and develop the Internship and Eagle Scout programs.

An Eagle Scout conducted a dry goods drive for the Human Services Coordinator. Another Eagle Scout painted the gazebo. A third Eagle Scout designed and built a book table for the Senior Center. Bernadette Guziak served a graduate school internship over the spring, summer and fall, coordinating the Arlington Heights Senior Center, Inc. Senior Housing Fair and laying the groundwork for the new Senior In Home Services and Health Fair.

- ▶ Continue to charge nominal fees when possible for courses/classes to help offset instructor costs and keep program expenditures to a minimum.

This goal reflects an ongoing practice. We do charge some minimal fees for most of our programs and classes, and these revenues help defray the ongoing programs' costs. We manage to keep the program expenditures at low cost to the Village as well as the "students" and participants.

2011-12 Goals and Objectives

- ▶ Effectively manage the new grant funds to promote the Senior Health Insurance Program. These funds were established in December 2010 from the State of Illinois Department of Insurance and Regulation for the SHIP program.
- ▶ Continue working with Arlington Heights Senior Center, Inc. in their goal of improving fund raising for the Senior Center.
- ▶ Continue enhancing the collaboration and synergy established by the SCNO (Northwestern University's Students Consulting for Non-Profit Organizations) 2009 organizational study of the Senior Center.
- ▶ Work with Northwest Community Hospital and the rest of the Senior Center Agencies on the exploration of the potential for a center-wide health and fitness program for the Senior Center staff.
- ▶ Repeat the success of one of our agencies' team building exercises and extend it on a center-wide basis.
- ▶ Develop brain fitness program.
- ▶ Develop a "how to live in the 21st century" technology instructional program, focusing on how to blog, how to text, how to participate in social networks.
- ▶ Continue to place skilled volunteers in leadership and other suitable placements.
- ▶ Prepare for and adapt to any upcoming changes in the RTA "Seniors Ride Free" application and processing. It is expected to transform into a means based program which will require additional staff time and training to screen the applicants.
- ▶ Work with the Senior Citizens Commission to formalize the protocol for the Dr. Kenneth Hood Award recognition.
- ▶ Work with the Advisory Council to develop a fresh agenda of programs and events.

SENIOR SERVICES

(Continued)

Performance Measures	Calendar Year		
	2008	2009	2010
1. Congregate Meals - Served by Community Nutrition Network	9,437	9,139	8,270
2. Home Delivered Meals - Served by Community Nutrition Network	6,959*	12,218	14,544
3. Social Work Cases Opened	8,222	9,689	10,806
4. Recreation Participation - Attendance at Park District Programming at Senior Center	53,213	56,288	54,209
5. Number of Subsidized Rides Provided	3,660	1,851	2,756

*These numbers include CNN's preparation of Maine Township meals on wheels from the Arlington Heights CNN Site.

OPERATION SUMMARY

SENIOR SERVICES

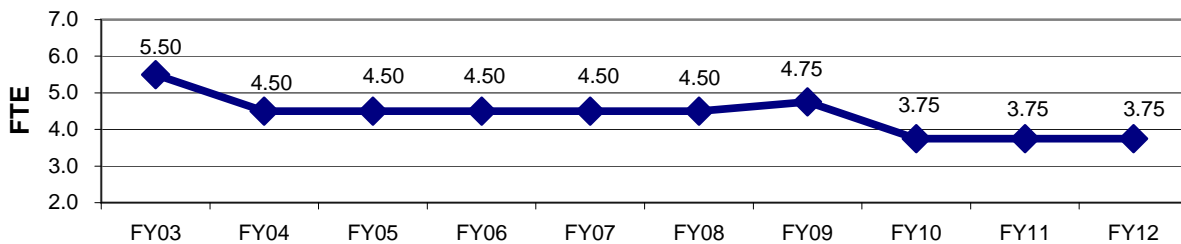
7007

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	4.75	3.75	3.75	3.75	3.75	0.0	0.0%
Expenditures							
Personal Services	\$382,458	\$318,104	\$320,700	\$327,800	\$335,900	\$8,100	2.5%
Contractual Services	123,686	102,262	94,000	100,900	92,400	(8,500)	(8.4%)
Commodities	23,184	15,311	14,000	15,800	13,600	(2,200)	(13.9%)
Other Charges	0	0	0	0	5,000	5,000	N/A
Capital Items	0	3,880	0	0	0	0	N/A
Total Expenditures	\$529,328	\$439,557	\$428,700	\$444,500	\$446,900	\$2,400	0.5%

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$529,328	\$435,677	\$428,700	\$444,500	\$446,900	\$2,400	0.5%
401 Capital Projects Fund	0	3,880	0	0	0	0	N/A
Total Expenditures	\$529,328	\$439,557	\$428,700	\$444,500	\$446,900	\$2,400	0.5%

STAFFING HISTORY



SENIOR SERVICES (7007)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-7007-541.10-01	Salaries	298,907	257,038	257,000	263,600	268,000	4,400	1.7%
	Salaries	298,907	257,038	257,000	263,600	268,000	4,400	1.7%
101-7007-541.19-01	Workers Compensation	500	500	500	500	500	0	0.0%
101-7007-541.19-05	Medical Insurance	30,700	16,800	17,300	17,300	17,300	0	0.0%
101-7007-541.19-10	IMRF	29,760	24,283	26,300	26,000	29,600	3,600	13.8%
101-7007-541.19-11	Social Security	18,309	15,790	15,900	16,500	16,600	100	0.6%
101-7007-541.19-12	Medicare	4,282	3,693	3,700	3,900	3,900	0	0.0%
	Fringe Benefits	83,551	61,066	63,700	64,200	67,900	3,700	5.8%
101-7007-541.20-40	General Insurance	7,800	8,200	8,600	8,600	8,900	300	3.5%
101-7007-541.21-02	Equipment Maintenance	9,537	3,433	3,700	7,800	7,800	0	0.0%
101-7007-541.21-65	Other Services	10,473	9,438	14,000	16,800	15,700	(1,100)	(6.5%)
101-7007-541.22-02	Dues	1,238	1,059	500	500	500	0	0.0%
101-7007-541.22-03	Travel & Training	1,517	1,646	400	400	400	0	0.0%
101-7007-541.22-05	Postage	9,503	4,774	1,400	1,400	1,500	100	7.1%
101-7007-541.22-10	Printing	12,507	6,383	0	0	0	0	N/A
101-7007-541.22-15	Photocopying	8,621	5,662	4,500	4,500	4,000	(500)	(11.1%)
101-7007-541.22-25	IT/GIS Service Charge	51,000	52,100	51,900	51,900	44,600	(7,300)	(14.1%)
101-7007-541.22-40	Taxi Service Subsidy	11,490	9,567	9,000	9,000	9,000	0	0.0%
	Contractual Services	123,686	102,262	94,000	100,900	92,400	(8,500)	(8.4%)
101-7007-541.30-01	Publications Periodicals	259	208	0	0	0	0	N/A
101-7007-541.30-05	Office Supplies & Equip	6,284	4,994	4,500	4,900	4,800	(100)	(2.0%)
101-7007-541.31-65	Other Equip & Supplies	16,641	10,109	9,500	10,900	8,800	(2,100)	(19.3%)
	Commodities	23,184	15,311	14,000	15,800	13,600	(2,200)	(13.9%)
101-7007-541.40-05	Grants	0	0	0	0	5,000	5,000	N/A
	Other Charges	0	0	0	0	5,000	5,000	N/A
	Total Senior Services	529,328	435,677	428,700	444,500	446,900	2,400	0.5%
	Total Health Services Dept	2,412,863	2,344,243	1,910,400	2,002,800	1,999,100	(3,700)	(0.2%)

SENIOR SERVICES

General Fund

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1505	Senior Center Manager	C42	1.00	1.00	
1510	Program Coordinator	B23	0.75	0.75	
1511	Volunteer Coordinator	B21	0.50	0.50	
1745	Staff Assistant	A12	1.00	1.00	
1762	Receptionist	A12	0.50	0.50	
Total F-T-E			3.75	3.75	0.00

SENIOR SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-7007-541.10-01	Salaries	Salaries	263,600		268,000	
TOTAL SALARIES			263,600		268,000	
FRINGE BENEFITS:						
101-7007-541.19-01	Workers' Compensation	Workers' Compensation Insurance	500		500	
101-7007-541.19-05	Medical Insurance	Medical Insurance	17,300		17,300	
101-7007-541.19-10	IMRF	IMRF	26,000		29,600	
101-7007-541.19-11	Social Security	Social Security	16,500		16,600	
101-7007-541.19-12	Medicare	Medicare	3,900		3,900	
TOTAL FRINGE BENEFITS			64,200		67,900	
CONTRACTUAL SERVICES:						
101-7007-541.20-40	General Insurance	Liability and property insurance	8,600		8,900	
101-7007-541.21-02	Equipment Maintenance	Office, institutional equipment	700		700	
		Billiard table maintenance	2,000		2,000	
		Piano tuning	500		500	
		Defibrillator and other misc. equipment	500		500	
		Kitchen equipment repairs	4,100	7,800	4,100	7,800
101-7007-541.21-65	Other Services	Online support	300		1,000	
		Volunteer banquet-meal	6,000		6,000	
		Volunteer banquet entertainment	500		0	
		Classes & programs instructional fees	6,000		6,000	
		Other miscellaneous services	100		100	
		Employment assistance/coaching services for 50+	2,900		1,600	
		Intergenerational programs support services	1,000	16,800	1,000	15,700
101-7007-541.22-02	Dues	Dues	500		500	
101-7007-541.22-03	Travel & Training	Gerontology or Volunteer conference	300		300	
		Mileage	100	400	100	400
101-7007-541.22-05	Postage	General postage	1,200		1,200	
		Volunteer banquet postage	200	1,400	300	1,500
101-7007-541.22-15	Photocopying	Photocopies, supplies & maintenance	3,000		4,000	
		Lease of Toshiba E350 copier (till 3/2011)	1,500	4,500	0	4,000

SENIOR SERVICES

GENERAL FUND

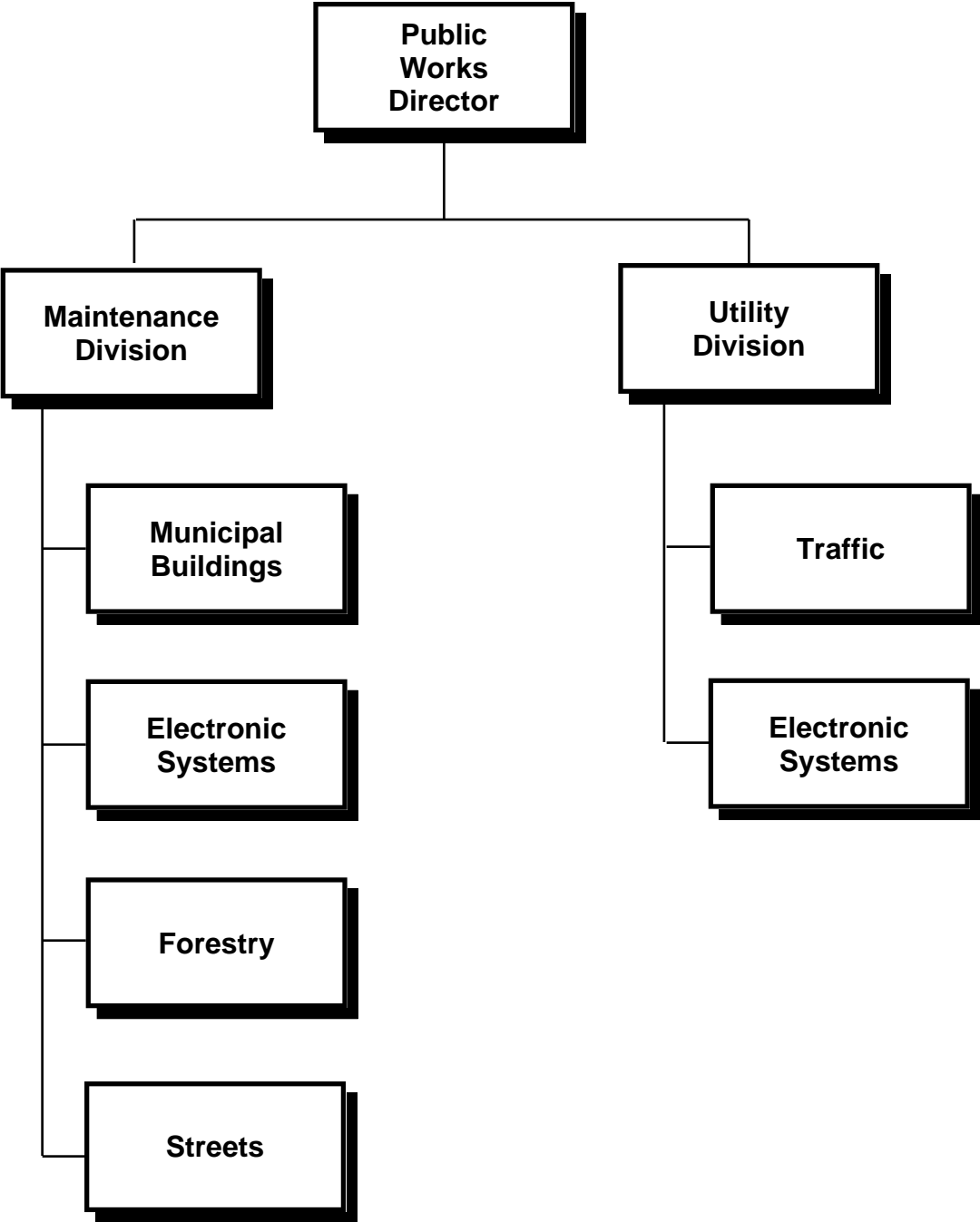
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-7007-541.22-25	IT/GIS Service Charge	Information Technology service charge		51,900		44,600
101-7007-541.22-40	Taxi Service Subsidy	Taxi Service Subsidy Program		9,000		9,000
		TOTAL CONTRACTUAL SERVICES		100,900		92,400
COMMODITIES:						
101-7007-541.30-05	Office Supplies & Equip.	General office supplies		4,000		4,000
		Photo film for transportation		400		300
		Software and software upgrades		300		300
		Volunteer Banquet stationery		200	4,900	200
						4,800
101-7007-541.31-65	Other Equip & Supplies	Small institutional and office equipment		1,000		800
		Volunteer banquet awards, decorations and supplies		1,000		1,000
		Advisory Council Programs		2,400		2,500
		May - Patio Program				
		June - to be determined				
		July - Patio Hot Dog Cook Out *				
		August - Ice Cream Social				
		September - Patio Barbecue *				
		Series of Special Events		1,000		1,000
		Classes & programs supplies		1,000		1,000
		National Senior Fitness Day		1,000		800
		Coffee service 25¢ discount for volunteers		2,300		600
		Coffee service for approximately 40 meetings at Senior Center		500		400
		Birthday cards for volunteers		200		200
		Program supplies for intergenerational programs, interns, Eagle Scouts and local schools		500	10,900	500
						8,800
		TOTAL COMMODITIES		15,800		13,600
OTHER CHARGES;						
101-7007-541.40-05	Grants	Senior Health Insurance Program (SHIP) Grant		0		5,000
		TOTAL OTHER CHARGES		0		5,000
		TOTAL SENIOR SERVICES		444,500		446,900
		TOTAL HEALTH SERVICES DEPT		2,002,800		1,999,100

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

PUBLIC WORKS

ORGANIZATION STRUCTURE



PUBLIC WORKS

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

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

Maintenance Division:

Administration and Internal Services Unit – This unit provides reception and secretarial services, maintains department records including service request systems and work management records, prepares analyses and recommendations for purchasing of equipment and supplies, maintains supplies and inventory controls, performs drafting and field engineering work related to the Village's infrastructure.

Street Unit – This unit repairs and maintains 230 miles of streets including 321 cul-de-sacs. Services include snow plowing and ice control during winter months, resurfacing and patching of streets and sweeping the equivalent of 14,000 curb miles of streets annually. The Street unit also assists with and coordinates the setup and planning of numerous Village sponsored special events.

Forestry Unit – This unit is responsible for the maintenance, trimming of 46,000 parkway trees and the selective removal and sustainable and site appropriate planting of approximately 400 parkway trees annually. The Unit oversees the planting and maintenance of 12,000 flowers in the Downtown Business District, commuter parking areas adjacent to Municipal Buildings, and in planted medians. This unit also oversees contracts for tree trimming, mowing and landscape maintenance of 59 acres of land on 43 Village owned sites and 65 acres of public parkway at 56 different locations. Unit personnel also remove snow from sidewalks abutting Village owned and maintained sites and selected school sidewalk snow routes. The Forestry Unit also assists with the setup and planning of Village-sponsored special events.

Fleet Operations – (See the Fleet Operations Fund.)

Municipal Buildings Unit – (See the Municipal Buildings and Grounds Operation.)

Utilities Division:

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

Water Utilities Division – (See the Water & Sewer Fund – Water Utility Operations.)

2010-11 Status of Goals and Objectives

- ▶ **To continue to maintain current service levels in a cost-effective manner notwithstanding the increase in demand caused by aging infrastructure, increased Downtown development, budget restrictions and significant staff reductions.** The Department has continued to maintain the current anticipated and continually increasing service levels in response to the needs and expectations of the community. All programs and efforts are continuously reviewed to

determine areas of possible improvements, increased efficiency and cost reductions.

- ▶ **To continue to improve communications with residents and to respond to their comments and concerns about services being provided through their feedback.** Press releases and articles were provided to the *Daily Herald*, *Arlington Post*, *Chicago Tribune* and the Village website to improve communications with residents and businesses on Department activities throughout the year. Information shorts on snow/ice control, the Emerald Ash Borer and leaf sweeping were aired on Cable TV as well.
- ▶ **To continue implementation of the automated tree inventory and five-year maintenance program.** This work will be coordinated with the Village's GIS Division as an additional layer of data, parts of which may eventually be made accessible to the public. Work on this project is ongoing.
- ▶ **To continue efforts to keep abreast of new and changing legal issues and to incorporate these issues into improved and more efficient operations.** Department staff, in cooperation with the Legal Department, is presently current with all applicable State and Federal regulations.
- ▶ **To continue to privatize services whenever possible and cost effective.** The Department continues to look at all operations to determine how best to use privatized resources in completing our normal work activities. Examples of services provided by private vendors include: lawn cutting, irrigation system maintenance, herbicide and pesticide application, landscaping maintenance, major tree trimming and removal, tree planting, pavement crack sealing, some concrete and asphalt work, pavement lane marking, paver brick maintenance and debris hauling and leaf disposal.
- ▶ **To review all Unit activities and to determine those areas where productivity improvements can be made without adversely affecting the level of service.** The Department's management staff regularly meets to discuss all operations, discusses operations with Foremen and other supervisory staff and makes adjustments in routine operations to improve the level of service and reduce efforts in completing assigned tasks.
- ▶ **To oversee and provide updated, relevant information for the Public Works page on the Village's web site.** Department staff participates in periodic updating of the Village's Web page. This past year the Public Works site was updated to allow residents to submit on line work requests. A section was added to promote cost effective energy efficient programs and improvements to Public Works Operations.
- ▶ **To continue the support of Village-sponsored special events.** Staff provided support for the Sounds of Summer, Promenade of Art, and the Mane Event along with numerous other special events during the year.

2011-12 Goals and Objectives

- ▶ To efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ To continue to minimize overtime expenses through diligent oversight and continual analysis of the nature of overtime activities while balancing the delivery of essential services to the residents and Village businesses.

PUBLIC WORKS

(Continued)

- ▶ To continue to maintain current service levels in a cost-effective manner notwithstanding the increase in demand caused by aging infrastructure, the increasing maintenance demands in the Downtown, ongoing budget restrictions, and staff reductions.
- ▶ To continue to improve communications with residents and to respond to their comments and concerns about services being provided through their feedback.
- ▶ To continue implementation of the automated parkway tree inventory and five-year maintenance program along with implementation of a new Cartegraph work order system.
- ▶ To continue efforts to keep abreast of new and changing legal issues and to incorporate these issues into improved and more efficient operations.
- ▶ To continue to privatize services whenever possible and cost effective.
- ▶ To continue to review all Unit activities and to determine those areas where productivity improvements can be made without adversely affecting the level of service.
- ▶ To continue to oversee and provide updated, relevant information for the Public Works page on the Village's web site.
- ▶ To continue the support of Village-sponsored special events.
- ▶ To implement a new time clock management system to replace our outdated and unsupported system.

Performance Measures	Calendar Year		
	2008	2009	2010
1. Traffic Unit:			
Traffic Signal Repairs	185	153	131
Street Light Repairs	1,406	1,386	1,225
2. Street Unit:			
Snow Removal Cost	\$1,455,459	\$1,055,451	\$764,252
Snow Removal Curb Miles	97,185	61,581	53,453
Street Sweeping Curb Miles	12,182	11,837	11,726
Asphalt Repairs (tons)	1,340	1,435	2,091
3. Forestry Unit:			
Parkway Trees Trimmed	10,542	13,630	9,078
Parkway Trees Removed	202	239	309
Parkway Restorations	2,042	628	448

OPERATION SUMMARY

PUBLIC WORKS (Including Muni Bldgs, Water Utilities & Fleet)

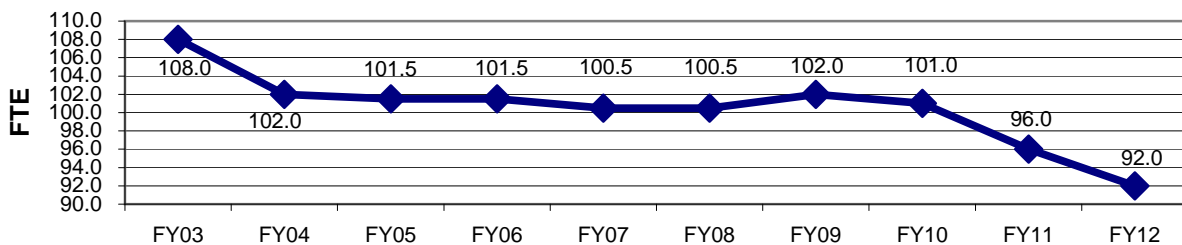
7101

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	102.0	101.0	96.0	96.0	92.0	(4.0)	(4.2%)
Expenditures							
Personal Services	\$11,815,413	\$11,141,555	\$11,375,400	\$11,702,200	\$11,429,100	(\$273,100)	(2.3%)
Contractual Services	9,403,361	8,922,570	9,560,100	9,792,860	9,795,800	2,940	0.0%
Commodities	2,620,288	2,329,777	2,539,200	2,559,890	2,505,500	(54,390)	(2.1%)
Other Charges	1,262,755	1,319,380	1,414,100	1,434,400	1,497,700	63,300	4.4%
Capital Items	1,862,392	659,065	1,101,600	1,861,985	1,559,300	(302,685)	(16.3%)
Total Expenditures	\$26,964,209	\$24,372,347	\$25,990,400	\$27,351,335	\$26,787,400	(\$563,935)	(2.1%)

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$11,452,576	\$10,184,392	\$10,796,600	\$10,922,143	\$10,712,900	(\$209,243)	(1.9%)
211 MFT Fund	77,255	171,886	251,700	255,200	191,100	(64,100)	(25.1%)
225 Fire Academy Fund	0	0	71,000	80,000	10,000	(70,000)	(87.5%)
235 Municipal Park Opr Fund	5,800	18,305	8,600	28,587	70,000	41,413	144.9%
255 TIF II North Fund	217,270	26,425	0	0	0	0	N/A
401 Capital Projects Fund	1,459,060	381,864	463,700	484,598	653,100	168,502	34.8%
431 Public Buildings Fund	0	0	98,000	100,000	314,000	214,000	214.0%
426 Flood Control V Fund	0	0	10,000	710,000	150,000	(560,000)	(78.9%)
505 Water & Sewer Fund	11,762,370	11,748,898	12,255,300	12,697,916	12,661,500	(36,416)	(0.3%)
515 A & E Fund	37,829	52,017	57,600	55,600	59,500	3,900	7.0%
621 Fleet Operations Fund	1,952,049	1,788,560	1,977,900	2,017,291	1,965,300	(51,991)	(2.6%)
Total Expenditures	\$26,964,209	\$24,372,347	\$25,990,400	\$27,351,335	\$26,787,400	(\$563,935)	(2.1%)

STAFFING HISTORY



PUBLIC WORKS (7101)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
101-7101-531.10-01	Salaries	3,025,976	2,952,303	2,755,700	2,848,700	2,635,900	(212,800)	(7.5%)	
101-7101-531.18-01	Temporary Help	43,736	46,500	55,400	55,400	55,400	0	0.0%	
101-7101-531.18-05	Overtime Civilian	611,628	276,946	467,000	467,000	453,500	(13,500)	(2.9%)	
	Salaries	3,681,340	3,275,749	3,278,100	3,371,100	3,144,800	(226,300)	(6.7%)	
101-7101-531.19-01	Workers Compensation	281,400	295,500	307,300	307,300	316,500	9,200	3.0%	
101-7101-531.19-05	Medical Insurance	557,800	575,600	571,500	571,500	506,100	(65,400)	(11.4%)	
101-7101-531.19-10	IMRF	427,688	370,545	370,600	382,800	384,500	1,700	0.4%	
101-7101-531.19-11	Social Security	207,168	193,774	203,000	209,600	194,600	(15,000)	(7.2%)	
101-7101-531.19-12	Medicare	49,227	45,819	47,900	49,500	46,000	(3,500)	(7.1%)	
	Fringe Benefits	1,523,283	1,481,238	1,500,300	1,520,700	1,447,700	(73,000)	(4.8%)	
101-7101-531.20-05	Professional Services	9,492	10,211	12,500	12,500	12,500	0	0.0%	
101-7101-531.20-40	General Insurance	74,800	78,500	82,400	82,400	84,900	2,500	3.0%	
101-7101-531.21-01	Traffic Signal Maintenance	12,888	8,693	40,000	40,000	40,000	0	0.0%	
101-7101-531.21-02	Equipment Maintenance	1,344	1,343	6,300	6,300	6,300	0	0.0%	
101-7101-531.21-03	Radio Maintenance	3,194	342	4,500	4,500	4,500	0	0.0%	
101-7101-531.21-15	Street and Sidewalk Maintenance	491,469	363,899	505,100	505,118	532,400	27,282	5.4%	
101-7101-531.21-36	Equipment Rental	130,201	138,580	148,400	148,443	146,200	(2,243)	(1.5%)	
101-7101-531.21-50	Utility Services	313,250	357,763	275,500	275,500	276,500	1,000	0.4%	
101-7101-531.21-55	Tree Services	775,580	447,491	651,100	651,112	641,000	(10,112)	(1.6%)	
101-7101-531.21-56	New Trees	0	0	500	500	500	0	0.0%	
101-7101-531.21-62	Disposal Services	103,620	52,265	45,500	45,500	45,500	0	0.0%	
101-7101-531.21-65	Other Services	28,066	20,310	20,000	20,000	20,000	0	0.0%	
101-7101-531.22-02	Dues	3,710	6,912	4,700	4,700	4,700	0	0.0%	
101-7101-531.22-03	Travel & Training	24,623	17,319	10,200	10,200	12,100	1,900	18.6%	
101-7101-531.22-05	Postage	1,863	1,708	5,500	5,500	5,500	0	0.0%	
101-7101-531.22-10	Printing	1,648	1,051	1,200	1,200	1,200	0	0.0%	
101-7101-531.22-15	Photocopying	5,419	6,907	4,000	4,000	4,000	0	0.0%	
101-7101-531.22-25	IT/GIS Service Charge	142,500	117,000	119,900	119,900	110,600	(9,300)	(7.8%)	
101-7101-531.22-37	Vehicle/Equip Lease Charge	767,700	994,600	1,079,300	1,079,300	1,135,000	55,700	5.2%	
	Contractual Services	2,891,367	2,624,894	3,016,600	3,016,673	3,083,400	66,727	2.2%	
101-7101-531.30-01	Publications Periodicals	773	477	900	900	900	0	0.0%	
101-7101-531.30-05	Office Supplies & Equip	4,350	3,598	4,000	4,000	4,000	0	0.0%	
101-7101-531.30-20	Photographic Supplies	59	0	700	700	700	0	0.0%	
101-7101-531.30-35	Clothing	24,248	18,242	31,700	31,700	31,700	0	0.0%	
101-7101-531.30-50	Petroleum Products	211,049	120,917	141,900	166,400	169,000	2,600	1.6%	
101-7101-531.31-40	Agricultural Supplies	15,118	15,251	16,500	16,500	16,500	0	0.0%	
101-7101-531.31-65	Other Equip & Supplies	25,293	17,551	20,000	20,000	20,000	0	0.0%	
101-7101-531.31-70	Traffic Signal Supplies	36,463	30,338	18,700	18,745	9,700	(9,045)	(48.3%)	
101-7101-531.31-75	Street Light Supplies	74,515	66,948	89,200	89,211	70,000	(19,211)	(21.5%)	
101-7101-531.31-80	Street Sign Supplies	44,089	40,977	45,200	45,153	39,000	(6,153)	(13.6%)	
101-7101-531.31-85	Small Tools and Equipment	10,510	10,175	16,600	16,600	16,600	0	0.0%	
101-7101-531.31-90	Street and Sidewalk Supplies	854,536	629,334	671,400	671,356	673,300	1,944	0.3%	
101-7101-531.33-05	Other Supplies	6,001	5,837	7,500	7,500	7,500	0	0.0%	
	Commodities	1,307,004	959,645	1,064,300	1,088,765	1,058,900	(29,865)	(2.7%)	
Total Public Works Admin		9,402,994	8,341,526	8,859,300	8,997,238	8,734,800	(262,438)	(2.9%)	

PUBLIC WORKS**General Fund****PERSONNEL SUMMARY**

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1355	Public Works Director	D63	1.00	1.00	
1365	Supt. of Maintenance	C51	1.00	1.00	
1380	Foreman II	P12	1.00	1.00	
1375	Forester	P12	1.00	1.00	
1385	Foreman I	P10	1.00	1.00	
1395	Crew Chief Bldg Maint/Electrical	P09	1.00	1.00	
1400	Electrician II	P08	4.00	3.00	(1.00)
1390	Crew Chief	P07	4.00	4.00	
1415	Maintenance Worker II	P04	20.00	18.00	(2.00)
1420	Maintenance Worker I	P03	2.00	2.00	
1700	Fiscal Clerk	B21	1.00	1.00	
1715	Account Clerk I	A12	0.25	0.25	
Total F-T-E			37.25	34.25	(3.00)

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund			
Public Works	37.25	34.25	(3.00)
Municipal Buildings & Grounds	7.00	7.00	
505 Water & Sewer Fund	41.25	40.25	(1.00)
621 Fleet Operations Fund	10.50	10.50	
Total F-T-E All Funds	96.00	92.00	(4.00)

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-7101-531.10-01	Salaries	Salaries	2,848,700		2,635,900	
101-7101-531.18-01	Temporary Help	Temporary Help	55,400		55,400	
101-7101-531.18-05	Overtime Civilian	Overtime Civilian	467,000		453,500	
TOTAL SALARIES			3,371,100		3,144,800	
FRINGE BENEFITS:						
101-7101-531.19-01	Workers' Compensation	Workers' Compensation Insurance	307,300		316,500	
101-7101-531.19-05	Medical Insurance	Medical Insurance	571,500		506,100	
101-7101-531.19-10	IMRF	IMRF	382,800		384,500	
101-7101-531.19-11	Social Security	Social Security	209,600		194,600	
101-7101-531.19-12	Medicare	Medicare	49,500		46,000	
TOTAL FRINGE BENEFITS			1,520,700		1,447,700	
CONTRACTUAL SERVICES:						
101-7101-531.20-05	Professional Services	Consulting services, concrete testing and bid reviews	10,000		10,000	
		Storm warning	2,500	12,500	2,500	12,500
101-7101-531.20-40	General Insurance	Liability and property insurance	82,400		84,900	
101-7101-531.21-01	Traffic Signal Maintenance	Repairs to controllers and opticom	40,000		40,000	
101-7101-531.21-02	Equipment Maintenance	Maintenance of computers, terminals and modems	2,000		2,000	
		Maintenance of office equip., electrical testing equip., shop equip. and post straightening	2,500		2,500	
		Internet fee	1,800	6,300	1,800	6,300
101-7101-531.21-03	Radio Maintenance	Maintenance. of portable radios and pagers	4,500		4,500	
101-7101-531.21-15	Street & Sidewalk Maint.	Contract repairs of parkway damage	105,000		105,000	
		Pest control	700		700	
		Weed and tree spraying	50,000		50,000	
		Contractual landscape maintenance	136,000		136,000	
		Contractual plant replacement	29,000		29,000	
		Contractual grass care	88,200		88,200	
		Contractual street repairs	70,000		90,000	
		Pavement striping	20,000		30,000	
		Installation of bike route posts and signs	3,500		3,500	
		Prior Year Encumbrance Carryover	2,718	505,118	0	532,400

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-7101-531.21-36	Equipment Rental	Miscellaneous small tool rental	3,000		3,000	
		Miscellaneous equipment rental	10,600		19,600	
		Debris & leaf hauling	111,200		111,200	
		Truck rental - snow hauling	12,400		12,400	
		Prior Year Encumbrance Carryover	11,243	148,443	0	146,200
101-7101-531.21-50	Utility Services	Rental of Com. Ed. Co. street lights	95,000		96,000	
		Electrical energy for Village owned street lights and traffic signals	180,500	275,500	180,500	276,500
101-7101-531.21-55	Tree Services	Tree trimming	251,000		251,000	
		Tree removals due to disease, accidents & disasters creating unsafe conditions	282,000		282,000	
		Tree planting - replacement of removed trees and filling of gaps but not including new development plantings	77,500		77,500	
		Emergency services, disease detection, landfill charges and stump removal	20,000		20,000	
		Damage replacement (reimbursable)	10,500		10,500	
		Prior Year Encumbrance Carryover	10,112	651,112	0	641,000
101-7101-531.21-56	Tree Services/Developm'ts	Tree planting in new developments (paid for by developers)		500		500
101-7101-531.21-62	Disposal Services	Landfill charges (non-tree) and misc. Leaf composting/wood chips	25,500	45,500	25,500	45,500
101-7101-531.21-65	Other Services	Cell phone charges, special disposal services, miscellaneous services		20,000		20,000
101-7101-531.22-02	Dues	Dues		4,700		4,700
101-7101-531.22-03	Travel & Training	Street Unit				
		APWA Snow Conference	0		0	
		APWA Suburban Snow & Ice	450		600	
		Misc. safety & training aids	150		150	
		Misc. seminars	300		300	
		Forestry Unit				
		Int'l Society Arborists	0		0	
		Illinois Arborists Conference (5)	500		700	
		Mid-America Arborists Show	350		350	
		Arboricultural Skills Workshop	300		300	
		Tree City Seminar	100		100	
		Safety & training textbooks	200		200	
		Illinois Landscape Contractors Association Certification (1)	600		600	
		Illinois Arborists Training & Workshops	500		500	
		Traffic Unit				
		IMSA/ITE Traffic Signal Maintenance Certification	600		600	
		Administration				
		APWA Annual Conference (1)	2,200		2,200	
		APWA Suburban Expo	700		700	
		Supv. training sessions (U of W)	2,000		2,000	
		In-service management training	250		250	
		Misc. travel & meeting expenses	250		300	
		Tuition reimbursement	250		250	
		Safety training materials - Federal requirement	500	10,200	2,000	12,100

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-7101-531.22-05	Postage	Mailings		5,500		5,500
101-7101-531.22-10	Printing	Printing of shop orders, time cards and miscellaneous forms		1,200		1,200
101-7101-531.22-15	Photocopying	Photocopies, supplies & maintenance		4,000		4,000
101-7101-531.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		119,900		110,600
101-7101-531.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		1,079,300		1,135,000
		TOTAL CONTRACTUAL SERVICES		3,016,673		3,083,400
COMMODITIES:						
101-7101-531.30-01	Publications/Periodicals	Miscellaneous publications		900		900
101-7101-531.30-05	Office Supplies & Equip.	General office supplies		4,000		4,000
101-7101-531.30-20	Photographic Supplies	Film and processing		700		700
101-7101-531.30-35	Clothing	Uniform rental and cleaning		13,600		13,600
		Boots, rainwear, gloves, and miscellaneous clothing		11,800		11,800
		Safety glasses, goggles, hard hats, safety shoes, vests, lifting braces and confined space gear		6,300	31,700	6,300 31,700
101-7101-531.30-50	Petroleum Products	Gasoline for department vehicles		166,400		169,000
101-7101-531.31-40	Agricultural Supplies	Materials for parkway and landscape restoration and maintenance:				
		Black dirt		3,000		3,000
		Sod & seeds		850		850
		Fertilizers & weed killers		5,000		5,000
		Compost		1,500		1,500
		Plants & materials		6,150	16,500	6,150 16,500
101-7101-531.31-65	Other Equip. & Supplies	Saw blades, batteries, hose and misc. parts & supplies for small equipment		20,000		20,000
101-7101-531.31-70	Traffic Signal Supplies	Poles, components, etc.		9,700		9,700
		Prior Year Encumbrance Carryover		9,045	18,745	0 9,700
101-7101-531.31-75	Street Light Supplies	Poles, fixtures, lamps & misc. materials		54,000		54,000
		Damage replacement (reimbursable)		16,000		16,000
		Prior Year Encumbrance Carryover		19,211	89,211	0 70,000
101-7101-531.31-80	Street Sign Supplies	Blank signs, reflective sheeting, letters, numbers, adhesives, & misc.		35,000		36,000
		Damage replacement (reimbursable)		3,000		3,000
		Prior Year Encumbrance Carryover		7,153	45,153	0 39,000

PUBLIC WORKS

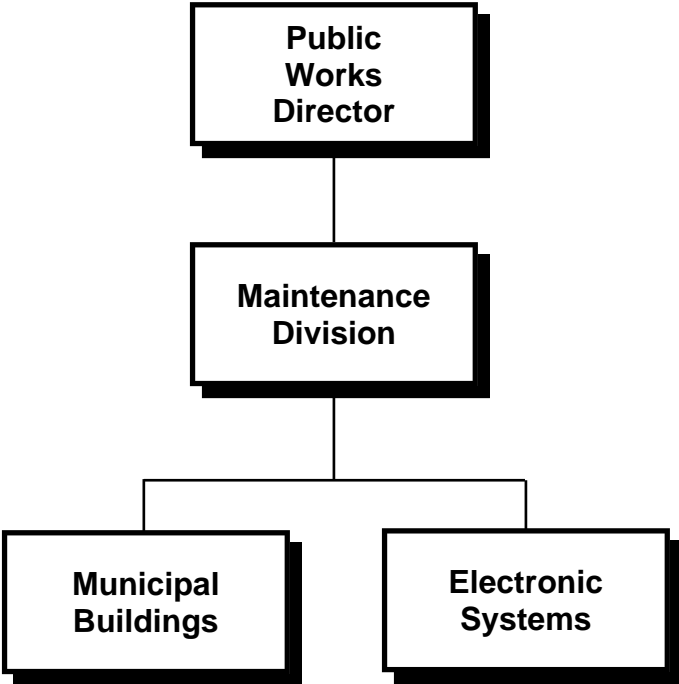
GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-7101-531.31-85	Small Tools & Equipment	Misc. expendable hand tools & equipment		16,600		16,600
101-7101-531.31-90	Street & Sidewalk Supplies	Asphalt, gravel, sand, etc.	115,500		124,300	
		Concrete	58,000		58,000	
		Rock salt	425,000		425,000	
		Liquid calcium chloride	51,000		51,000	
		Ice melt	6,500		6,500	
		Forming materials and lumber	2,500		2,500	
		Miscellaneous materials	6,000		6,000	
		Prior Year Encumbrance Carryover	6,856	671,356	0	673,300
101-7101-531.33-05	Other Supplies	Drafting supplies, marking paint, fire extinguishers, first aid supplies and miscellaneous		7,500		7,500
		TOTAL COMMODITIES		<u>1,088,765</u>		<u>1,058,900</u>
		TOTAL PUBLIC WORKS - ADMIN.		<u>8,997,238</u>		<u>8,734,800</u>

MUNICIPAL BUILDINGS & GROUNDS

ORGANIZATION STRUCTURE



MUNICIPAL BUILDINGS & GROUNDS

The Municipal Buildings and Grounds operation is organizationally within the Maintenance Division of the Public Works Department.

This unit is responsible for maintaining 28 Village owned buildings.

Maintenance is provided for the building structures and for all mechanical equipment and includes providing custodial maintenance and day to day services in 464,414 square feet of occupied floor space.

All heating and air conditioning systems are maintained by the staff, which also provide skilled work in minor building revisions and renovations, painting and similar building and grounds related maintenance services. Major repairs, alterations and remodeling are accomplished through contract services when necessary.

2010-11 Status of Goals and Objectives

- ▶ **To maintain all municipal buildings in good repair with continued efforts on roof maintenance, floor coverings, HVAC systems and masonry systems as budget restrictions allow.** Roof evaluations will continue as needed to insure that repairs are made promptly.
- ▶ **To continue to privatize services wherever possible and cost effective and to review existing privatized services to make sure that levels of services are being maintained.** Examples of repairs performed by private vendors include HVAC maintenance and replacement, elevator repair and maintenance, building plumbing and sewer replacements, custodial cleaning, window and door replacements, window washing, painting, garage door repairs, and exterminating services.

2011-12 Goals and Objectives

- ▶ To efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ To continue to minimize overtime expenses through diligent oversight and continual analysis of the nature of overtime activities while balancing the delivery of essential services to the residents, employees and business owners in the Village.
- ▶ To maintain all municipal buildings in good repair with continued efforts on roof maintenance, floor coverings, HVAC systems and masonry systems as budget restrictions allow.
- ▶ To continue to privatize services wherever possible and cost-effective and to review existing privatized services to make sure that the levels of service are being maintained.

Performance Measures	Calendar Year		
	2008	2009	2010
1. Work orders completed	556	516	603

OPERATION SUMMARY

MUNICIPAL BUILDINGS & GROUNDS

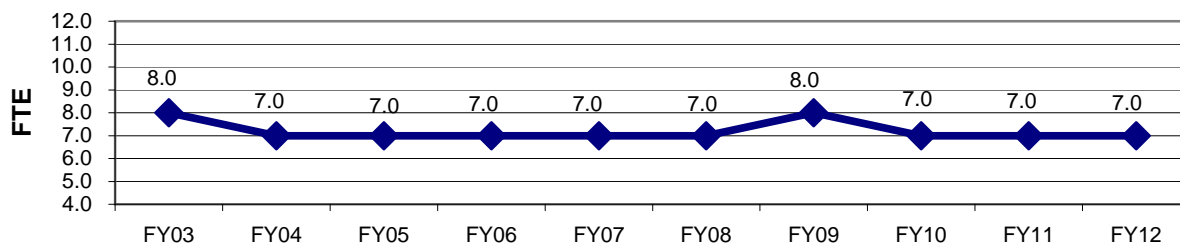
7105

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Authorized Positions in F-T-E	8.0	7.0	7.0	7.0	7.0	0.0	0.0
Expenditures							
Personal Services	\$818,604	\$712,268	\$762,100	\$760,500	\$789,500	\$29,000	3.8%
Contractual Services	978,669	959,233	961,500	953,863	971,800	17,937	1.9%
Commodities	275,435	195,382	240,500	237,942	243,800	5,858	2.5%
Other Charges	0	0	0	0	0	0	N/A
Capital Items	0	0	172,600	183,600	353,000	169,400	92.3%
Total Expenditures	\$2,072,708	\$1,866,883	\$2,136,700	\$2,135,905	\$2,358,100	\$222,195	10.4%

CROSS REFERENCE TO FUNDS

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
101 General Fund	\$2,049,582	\$1,842,866	\$1,937,300	\$1,924,905	\$1,978,100	\$53,195	2.8%
225 Fire Academy	0	0	71,000	80,000	10,000	(70,000)	(87.5%)
401 Capital Projects Fund	0	0	3,600	3,600	29,000	25,400	705.6%
431 Public Buildings Fund	0	0	98,000	100,000	314,000	214,000	214.0%
515 A & E Fund	23,126	24,017	26,800	27,400	27,000	(400)	(1.5%)
Total Expenditures	\$2,072,708	\$1,866,883	\$2,136,700	\$2,135,905	\$2,358,100	\$222,195	10.4%

STAFFING HISTORY



MUNICIPAL BUILDINGS & GROUNDS (7105)

GENERAL FUND (101)

EXPENDITURES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-7105-503.10-01	Salaries	528,114	474,179	485,500	483,400	492,700	9,300	1.9%
101-7105-503.18-01	Temporary Help	9,361	15,367	10,800	10,800	10,800	0	0.0%
101-7105-503.18-05	Overtime Civilian	41,776	17,615	47,500	47,500	47,500	0	0.0%
	Salaries	579,251	507,161	543,800	541,700	551,000	9,300	1.7%
101-7105-503.19-01	Workers Compensation	19,100	20,100	20,900	20,900	21,500	600	2.9%
101-7105-503.19-05	Medical Insurance	103,400	89,300	94,800	94,800	106,800	12,000	12.7%
101-7105-503.19-10	IMRF	72,530	57,447	61,000	61,300	68,000	6,700	10.9%
101-7105-503.19-11	Social Security	35,922	31,008	33,700	33,900	34,200	300	0.9%
101-7105-503.19-12	Medicare	8,401	7,252	7,900	7,900	8,000	100	1.3%
	Fringe Benefits	239,353	205,107	218,300	218,800	238,500	19,700	9.0%
101-7105-503.20-05	Professional Services	3,520	5,526	5,900	5,900	6,000	100	1.7%
101-7105-503.20-40	General Insurance	6,600	6,900	7,200	7,200	7,400	200	2.8%
101-7105-503.21-02	Equipment Maintenance	139,074	184,223	158,000	155,500	161,300	5,800	3.7%
101-7105-503.21-11	Building Maintenance	272,280	218,898	265,600	265,563	272,300	6,737	2.5%
101-7105-503.21-50	Utility Services	308,608	241,353	267,000	267,000	267,000	0	0.0%
101-7105-503.21-65	Other Services	29,099	34,811	33,700	33,700	35,000	1,300	3.9%
101-7105-503.22-02	Dues	210	473	300	300	300	0	0.0%
101-7105-503.22-03	Travel & Training	646	2,420	2,900	2,900	3,400	500	17.2%
101-7105-503.22-25	IT/GIS Service Charge	10,400	16,800	16,700	16,700	21,800	5,100	30.5%
101-7105-503.22-37	Vehicle/Equip Lease Charge	13,500	18,800	15,200	15,200	13,400	(1,800)	(11.8%)
101-7105-503.22-70	Telephone Services	176,673	206,295	172,000	166,900	166,900	0	0.0%
101-7105-503.22-75	Telephone Equipment Charge	18,059	22,734	17,000	17,000	17,000	0	0.0%
	Contractual Services	978,669	959,233	961,500	953,863	971,800	17,937	1.9%
101-7105-503.30-01	Publications Periodicals	60	28	100	100	100	0	0.0%
101-7105-503.30-35	Clothing	3,262	3,397	4,500	4,500	4,500	0	0.0%
101-7105-503.30-50	Petroleum Products	5,997	6,494	6,100	5,900	7,200	1,300	22.0%
101-7105-503.31-40	Agricultural Supplies	12,460	10,462	29,000	29,047	28,700	(347)	(1.2%)
101-7105-503.31-45	Janitorial Supplies	50,118	44,349	45,000	42,000	43,000	1,000	2.4%
101-7105-503.31-55	Building Supplies	80,839	51,652	67,000	67,000	70,000	3,000	4.5%
101-7105-503.31-65	Other Equip & Supplies	24,735	20,366	27,000	27,000	28,500	1,500	5.6%
101-7105-503.31-85	Small Tools and Equipment	3,440	2,539	3,800	3,795	3,600	(195)	(5.1%)
101-7105-503.33-05	Other Supplies	71,398	32,078	31,200	31,200	31,200	0	0.0%
	Commodities	252,309	171,365	213,700	210,542	216,800	6,258	3.0%
Total Mun Bldgs & Grounds		2,049,582	1,842,866	1,937,300	1,924,905	1,978,100	53,195	2.8%
Total Public Works Dept		11,452,576	10,184,392	10,796,600	10,922,143	10,712,900	(209,243)	(1.9%)

MUNICIPAL BUILDINGS & GROUNDS**General Fund****PERSONNEL SUMMARY**

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1380	Foreman II	P12	1.00	1.00	
1450	Maintenance Mechanic II	P08	2.00	2.00	
1460	Custodian I	P01	4.00	4.00	
Total F-T-E			7.00	7.00	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund			
Public Works	37.25	34.25	(3.00)
Municipal Buildings & Grounds	7.00	7.00	
505 Water & Sewer Fund	41.25	40.25	(1.00)
621 Fleet Operations Fund	10.50	10.50	
Total F-T-E All Funds	96.00	92.00	(4.00)

MUNICIPAL BUILDINGS & GROUNDS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
101-7105-503.10-01	Salaries	Salaries	483,400		492,700	
101-7105-503.18-01	Temporary Help	Temporary Help	10,800		10,800	
101-7105-503.18-05	Overtime Civilian	Overtime Civilian	47,500		47,500	
TOTAL SALARIES			541,700		551,000	
FRINGE BENEFITS:						
101-7105-503.19-01	Workers' Compensation	Workers' Compensation Insurance	20,900		21,500	
101-7105-503.19-05	Medical Insurance	Medical Insurance	94,800		106,800	
101-7105-503.19-10	IMRF	IMRF	61,300		68,000	
101-7105-503.19-11	Social Security	Social Security	33,900		34,200	
101-7105-503.19-12	Medicare	Medicare	7,900		8,000	
TOTAL FRINGE BENEFITS			218,800		238,500	
CONTRACTUAL SERVICES:						
101-7105-503.20-05	Professional Services	Consulting - Engineering/Architectural	4,000		6,000	
		Prior Year Encumbrance Carryover	1,900	5,900	0	6,000
101-7105-503.20-40	General Insurance	Liability and property insurance	7,200		7,400	
101-7105-503.21-02	Equipment Maintenance	Outside contractual repairs to all heating, air conditioning & mechanical systems, P.A. systems, 2-way radios, and Downtown Train Station camera maintenance	84,700		90,000	
		Elevator inspection & maintenance	23,000		23,000	
		Mechanical inspections & maintenance	5,000		5,000	
		Time clock maintenance	2,900		2,900	
		Senior Center Wood Shop equip. maint.	2,000		2,000	
		Fire extinguisher certification	5,500		6,000	
		Annual contractual maintenance of Harmony Park fountain	6,000		6,000	
		Landscape irrigation repairs & maintenance	18,400		18,400	
		Miscellaneous repairs	8,000	155,500	8,000	161,300
101-7105-503.21-11	Building Maintenance	Custodial maintenance - contract	135,000		140,000	
		Contractual janitorial services at Historical Society buildings	9,000		9,000	
		Contractual grounds maintenance	22,600		22,600	
		Miscellaneous cleaning services for carpet, windows, blinds	3,500		3,500	
		Outside contractual repairs to roofs, doors, windows, plumbing, generators, locks, painting and rental of small tools	49,500		51,000	
		Building inspections	5,000		5,000	
		Contractual janitorial services at new train station (partially reimbursable) TS0101	20,000		20,200	
		Police firing range cleaning and lead compliance testing	19,900		21,000	
		Prior Year Encumbrance Carryover	1,063	265,563	0	272,300

MUNICIPAL BUILDINGS & GROUNDS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-7105-503.21-50	Utility Services	Electric excess facilities & charges for usage of natural gas in excess of franchise agreement		267,000		267,000
101-7105-503.21-65	Other Services	Maintenance for fire alarms for Public Works Center, Municipal Building, Police Building, Historical Society Buildings, Teen Center, Senior Center, train station and fire station	25,700		27,000	
		Misc. service calls & moving projects	1,500		1,500	
		Exterminating service	4,000		4,000	
		Train station trash service	2,500	33,700	2,500	35,000
101-7105-503.22-02	Dues	Dues		300		300
101-7105-503.22-03	Travel & Training	A/C controls operation/maintenance	2,700		3,000	
		APWA Suburban Expo	100		200	
		Safety and training aids	100	2,900	200	3,400
101-7105-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		16,700		21,800
101-7105-503.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		15,200		13,400
101-7105-503.22-70	Telephone Services	Telephone charges for all service except for commissions	158,000		158,000	
		EOC phone lines	6,900		6,900	
		Telephone books and reverse directories	2,000	166,900	2,000	166,900
101-7105-503.22-75	Telephone Equip Charges	Miscellaneous equipment	8,000		8,000	
		Upgrade telephone equipment	9,000	17,000	9,000	17,000
		TOTAL CONTRACTUAL SERVICES		953,863		971,800
COMMODITIES:						
101-7105-503.30-01	Publications/Periodicals	Miscellaneous publications		100		100
101-7105-503.30-35	Clothing	Rental and cleaning of uniforms; safety equipment		4,500		4,500
101-7105-503.30-50	Petroleum Products	Gasoline for department vehicles		5,900		7,200
101-7105-503.31-40	Agricultural Supplies	Flowers, fertilizers, chemicals & maintaining grounds adjacent to Municipal Building and Senior Center	11,700		12,200	
		Landscape upgrades	15,900		16,500	
		Prior Year Encumbrance Carryover	1,447	29,047	0	28,700
101-7105-503.31-45	Janitorial Supplies	Custodial supplies not furnished by contract maintenance service, including paper products, soap, etc.		42,000		43,000
101-7105-503.31-55	Building Supplies	Electrical, plumbing & hardware supplies, lumber & paint for maintenance & repairs of Municipal Building		67,000		70,000

MUNICIPAL BUILDINGS & GROUNDS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
101-7105-503.31-65	Other Equip. & Supplies	Parts, materials, motors and chemicals for mechanical equipment	25,500		27,000	
		Replacement blades for Senior Center Wood Shop	1,500	27,000	1,500	28,500
101-7105-503.31-85	Small Tools & Equipment	Expendable hand tools and miscellaneous small parts	3,500		3,600	
		Prior Year Encumbrance Carryover	295	3,795	0	3,600
101-7105-503.33-05	Other Supplies	Holiday decorations	25,000		25,000	
		Flags	1,100		1,100	
		Misc. supplies & screening materials	5,100	31,200	5,100	31,200
		TOTAL COMMODITIES		<u>210,542</u>		<u>216,800</u>
		TOTAL MUNICIPAL BLDGS & GROUNDS		<u>1,924,905</u>		<u>1,978,100</u>
		TOTAL PUBLIC WORKS DEPARTMENT		<u>10,922,143</u>		<u>10,712,900</u>

NON-OPERATING

NON-OPERATING (9901)

GENERAL FUND (101)

EXPENDITURES

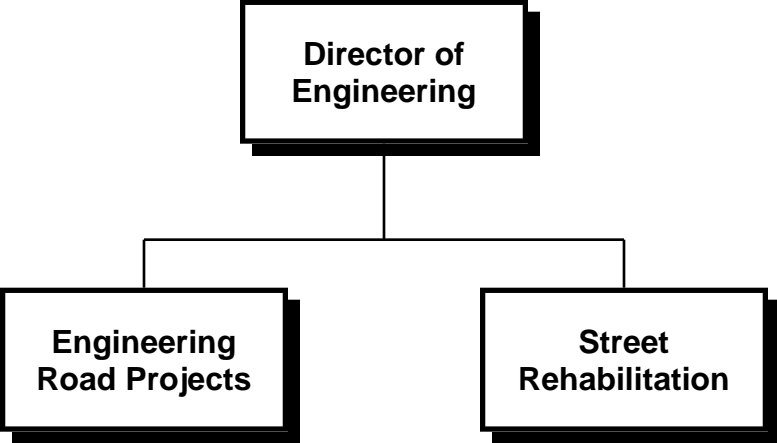
Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
101-9901-591.40-89	Sales Tax Abatement	225,138	262,532	275,000	275,000	275,000	0	0.0%
101-9901-591.40-96	Operating Contingency	0	0	0	189,000	674,100	485,100	256.7%
101-9901-591.40-99	Tax Rebates	1,558	1,999,697	0	0	0	0	N/A
	Other Charges	226,696	2,262,229	275,000	464,000	949,100	485,100	104.5%
101-9901-591.90-05	Operating Transfer Out	285,900	291,000	264,300	650,700	769,900	119,200	18.3%
	Non-Operating	285,900	291,000	264,300	650,700	769,900	119,200	18.3%
	Total Non-Operating	512,596	2,553,229	539,300	1,114,700	1,719,000	604,300	54.2%
	Total General Fund	60,627,317	61,021,789	60,982,500	62,073,763	63,566,000	1,492,237	2.4%

NON-OPERATING

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
OTHER CHARGES:				
101-9901-591.40-89	Sales Tax Abatements	Sales tax abatement - Lowes/Rohrman Auto	275,000	275,000
101-9901-591.40-96	Operating Contingency	Operating Contingency	189,000	674,100
TOTAL OTHER CHARGES			464,000	949,100
NON-OPERATING:				
101-9901-591.90-05	Operating Transfer Out	Operating Transfer Out		
		To fund debt service - NWCDS Building (reimbursed by NWCDS rent)	290,700	269,900
		To fund Health Insurance (contingency)	360,000	200,000
		To fund General Liability Insurance	0	300,000
TOTAL NON-OPERATING			650,700	769,900
TOTAL NON-OPERATING EXPENDITURES			1,114,700	1,719,000
TOTAL GENERAL FUND			62,073,763	63,566,000



► **Fund at a Glance**

Separate funds are received from the State of Illinois during a per capita distribution of the taxes we pay at the gas pump. There are only certain legal purposes for the use of these funds as prescribed. Basically, the Village is using this fund for the resurfacing and rehabilitation of our deteriorating streets and roads.

Restrictions:

STATE LAW – The statutes are very specific as to how these funds are to be spent. Eligibility includes programs such as: storm water management, pavement repair or reconstruction, snow & ice removal, parkway maintenance, traffic control, street lighting, traffic signal maintenance, etc.

► **Fund Summary**

	2008-09	2009-10	2010-11	2010-11	2011-12	\$	%
	Actual	Actual	Est Act	Budget	Budget	Change	Change
Revenues							
Taxes	\$2,007,849	\$1,941,816	\$1,946,700	\$1,970,000	\$1,947,000	(\$23,000)	(1.2%)
Intergovernmental	125,000	0	519,100	185,000	0	(185,000)	(100.0%)
Interest Income	9,702	1,020	1,000	1,000	1,000	0	0.0%
Total Revenues	\$2,142,551	\$1,942,836	\$2,466,800	\$2,156,000	\$1,948,000	(\$208,000)	(9.6%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$2,142,551	\$1,942,836	\$2,466,800	\$2,156,000	\$1,948,000	(\$208,000)	(9.6%)
Expenditures							
Contractual Services	\$0	\$26,851	\$40,000	\$46,449	\$45,000	(\$1,449)	(3.1%)
Capital Items	1,877,358	2,472,586	2,101,700	2,516,730	2,401,100	(115,630)	(4.6%)
Total Expenditures	\$1,877,358	\$2,499,437	\$2,141,700	\$2,563,179	\$2,446,100	(\$117,079)	(4.6%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,877,358	\$2,499,437	\$2,141,700	\$2,563,179	\$2,446,100	(\$117,079)	(4.6%)
REVENUES OVER (UNDER) EXPENDITURES	\$265,193	(\$556,601)	\$325,100	(\$407,179)	(\$498,100)	(\$90,921)	22.3%
BEGINNING FUND BALANCE	1,081,763	1,346,956	790,355	790,355	1,115,455	325,100	41.1%
ENDING FUND BALANCE	\$1,346,956	\$790,355	\$1,115,455	\$383,176	\$617,355	\$234,179	61.1%

MOTOR FUEL TAX FUND (211)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
211-0000-403.20-00	Motor Fuel Tax Allotment	2,007,849	1,941,816	1,946,700	1,970,000	1,947,000		(23,000)	(1.2%)
	Intergovernmental Taxes	2,007,849	1,941,816	1,946,700	1,970,000	1,947,000		(23,000)	(1.2%)
211-0000-411.55-00	State Grant	125,000	0	519,100	185,000	0		(185,000)	(100.0%)
	Intergovernmental	125,000	0	519,100	185,000	0		(185,000)	(100.0%)
211-0000-461.02-00	Interest on Investments	9,702	1,020	1,000	1,000	1,000		0	0.0%
	Interest Income	9,702	1,020	1,000	1,000	1,000		0	0.0%
Total MFT Fund		2,142,551	1,942,836	2,466,800	2,156,000	1,948,000		(208,000)	(9.6%)

MOTOR FUEL TAX FUND (211)

EXPENDITURES

Engineering

5001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
211-5001-571.20-05	Professional Services	0	26,851	40,000	46,449	45,000		(1,449)	(3.1%)
	Contractual Services	0	26,851	40,000	46,449	45,000		(1,449)	(3.1%)
211-5001-571.50-40	MFT Programs	1,800,103	2,300,700	1,850,000	2,261,530	2,210,000		(51,530)	(2.3%)
	Capital Outlay	1,800,103	2,300,700	1,850,000	2,261,530	2,210,000		(51,530)	(2.3%)
Total Engineering		1,800,103	2,327,551	1,890,000	2,307,979	2,255,000		(51,530)	(2.3%)

Public Works

7101

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
211-7101-571.50-40	MFT Programs	77,255	171,886	251,700	255,200	191,100		(64,100)	(25.1%)
	Capital Outlay	77,255	171,886	251,700	255,200	191,100		(64,100)	(25.1%)
Total Public Works		77,255	171,886	251,700	255,200	191,100		(64,100)	(25.1%)
Total MFT Fund		1,877,358	2,499,437	2,141,700	2,563,179	2,446,100		(115,630)	(4.6%)

MOTOR FUEL TAX FUND (211)

EXPENDITURE DETAIL

ENGINEERING

5001

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
211-5001-571.20-05	Professional Services	Survey work for Street Rehabilitation Program (ST9009)	45,000		45,000	
		Prior Year Encumbrance Carryover	1,449	46,449	0	45,000
		TOTAL CONTRACTUAL SERVICES		<u>46,449</u>		<u>45,000</u>
CAPITAL OUTLAY:						
211-5001-571.50-40	MFT Programs	Street Rehabilitation Program (ST9009)	2,000,000		2,000,000	
		Prior Year Encumbrance Carryover	6,530		0	
		Algonquin Road Street Lighting - Rebudget (ST0912)	255,000	2,261,530	210,000	2,210,000
		TOTAL CAPITAL OUTLAY		<u>2,261,530</u>		<u>2,210,000</u>
		TOTAL ENGINEERING		<u>2,307,979</u>		<u>2,255,000</u>

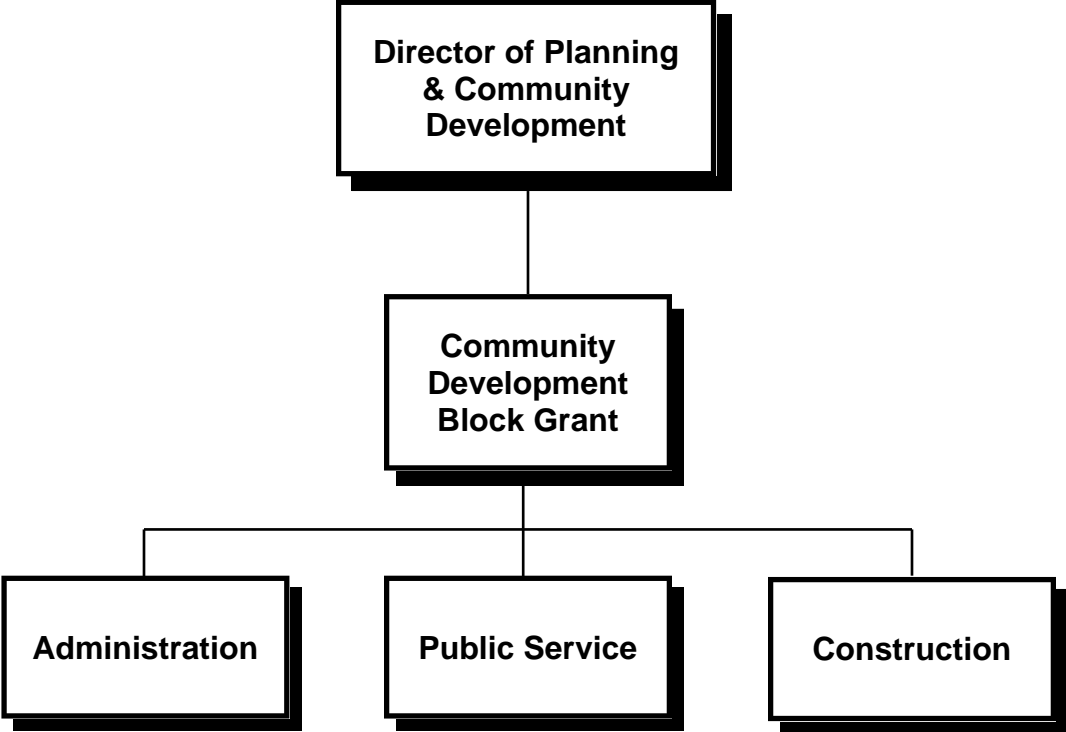
PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CAPITAL OUTLAY:						
211-7101-571.50-40	MFT Programs	Contract maintenance of traffic signal controllers on IDOT and CCHD roadways (SG0302)	105,200		106,100	
		Pavement Crack Sealing Program (ST9201)	150,000	255,200	85,000	191,100
		TOTAL CAPITAL OUTLAY		<u>255,200</u>		<u>191,100</u>
		TOTAL PUBLIC WORKS		<u>255,200</u>		<u>191,100</u>
		TOTAL MOTOR FUEL TAX FUND		<u>2,563,179</u>		<u>2,446,100</u>

COMMUNITY DEVELOPMENT BLOCK GRANT

ORGANIZATION STRUCTURE



► **Fund at a Glance**

Federal monies are made available to the Village to provide benefits for low to moderate income residents of the community. There are specific federal guidelines that must be followed in appropriating these funds. A separate tracking of revenues and expenditures are accounted for in this fund.

Restrictions:

FEDERAL LAW – The law was written to charge the Department of Housing and Urban Development with administering these funds. In general, the funds must be targeted to benefit low to moderate income residents.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Intergovernmental	330,693	398,964	387,410	445,598	366,188	(79,410)	(17.8%)
Other	17,669	48,757	50,000	50,000	50,000	0	0.0%
Total Revenues	\$348,362	\$447,721	\$437,410	\$495,598	\$416,188	(\$79,410)	(16.0%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$348,362	\$447,721	\$437,410	\$495,598	\$416,188	(\$79,410)	(16.0%)
Expenditures							
Personal Services	\$58,464	\$72,300	\$64,600	\$64,600	\$69,100	\$4,500	7.0%
Other Charges	139,898	165,421	222,810	280,998	197,088	(83,910)	(29.9%)
Total Expenditures	\$198,362	\$237,721	\$287,410	\$345,598	\$266,188	(\$79,410)	(23.0%)
Interfund Transfers Out	150,000	210,000	150,000	150,000	150,000	0	0.0%
Total Expenditures and Interfund Transfers Out	\$348,362	\$447,721	\$437,410	\$495,598	\$416,188	(\$79,410)	(16.0%)
REVENUES OVER (UNDER) EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	N/A
BEGINNING FUND BALANCE	0	0	0	0	0	0	N/A
ENDING FUND BALANCE	\$0	\$0	\$0	\$0	\$0	\$0	N/A

CDBG FUND (215)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
215-0000-411.40-00	CDBG Allotment - Current YR	90,635	179,206	286,200	286,200	308,000	21,800	7.6%
215-0000-411.45-00	CDBG Allotment - Prior YR	240,058	208,596	101,210	101,210	0	(101,210)	(100.0%)
215-0000-411.47-00	CDBG-R Allotment - Current YR	0	11,162	0	58,188	58,188	0	0.0%
	Intergovernmental Revenue	330,693	398,964	387,410	445,598	366,188	(79,410)	(17.8%)
215-0000-484.92-00	Project Income	17,669	48,757	50,000	50,000	50,000	0	0.0%
	Special Operations	17,669	48,757	50,000	50,000	50,000	0	0.0%
	Total CDBG Fund	348,362	447,721	437,410	495,598	416,188	(79,410)	(16.0%)

CDBG FUND (215)

EXPENDITURES

Planning & Community Development

4001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
215-4001-522.10-01	Salaries	58,464	64,600	64,600	64,600	69,100	4,500	7.0%
	Salaries	58,464	64,600	64,600	64,600	69,100	4,500	7.0%
	Total Planning	58,464	64,600	64,600	64,600	69,100	4,500	7.0%

CDBG Program

4101

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
215-4101-522.41-01	Single Family Rehab	54,435	106,796	170,910	170,910	88,200	(82,710)	(48.4%)
215-4101-522.41-02	CDBG Administration	2,340	2,500	2,600	2,600	2,500	(100)	(3.8%)
215-4101-522.41-04	Resources for Comm Living	2,500	775	1,500	1,500	1,500	0	0.0%
215-4101-522.41.13	Wright House	31,623	0	0	0	0	0	N/A
215-4101-522.41-15	Child Day Care (CEDA)	22,500	21,000	20,800	20,800	20,000	(800)	(3.8%)
215-4101-522.41-16	CAP Program	1,300	5,000	5,000	5,000	5,000	0	0.0%
215-4101-522.41-17	Children Advocacy Center	2,000	750	1,500	1,500	1,500	0	0.0%
215-4101-522.41-44	Suburban Prim Health Care	12,400	11,000	11,000	11,000	10,200	(800)	(7.3%)
215-4101-522.41-48	PADS to HOPE	2,500	0	2,500	2,500	2,250	(250)	(10.0%)
215-4101-522.41-52	WINGS Program	2,500	2,000	2,000	2,000	2,000	0	0.0%
215-4101-522.41-54	Dist 214 ESL Program	1,800	1,000	1,500	1,500	1,500	0	0.0%
215-4101-522.41-60	Youth Outreach	3,000	2,000	2,000	2,000	1,750	(250)	(12.5%)
215-4101-522.41-62	Escorted Transportation Services	1,000	1,000	1,500	1,500	1,500	0	0.0%
215-4101-522.41-64	Northwest CASA	0	0	0	0	500	500	N/A
215-4101-522.41-66	Faith Community Homes	0	0	0	0	500	500	N/A
	Other Charges	139,898	153,821	222,810	222,810	138,900	(84,410)	(37.7%)
	Total CDBG Program	139,898	153,821	222,810	222,810	138,900	(84,160)	(37.7%)

CDBG FUND (215)

EXPENDITURES

CDBG-R Program

4102

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11		
215-4102-522.10-01	Salaries	0	7,700	0	0	0	N/A
	Salaries	0	7,700	0	0	0	N/A
215-4102-522.41-15	Child Day Care (CEDA)	0	4,000	0	0	0	N/A
215-4102-522.41-44	Suburban Prim Health Care	0	2,000	0	0	0	N/A
215-4102-522.41-48	PADS to HOPE	0	3,000	0	0	0	N/A
215-4102-522.41-54	Dist 214 ESL Program	0	1,000	0	0	0	N/A
215-4102-522.41-60	Youth Outreach	0	1,000	0	0	0	N/A
215-4102-522.41-62	Escorted Transportation Services	0	600	0	0	0	N/A
215-4102-522.41-64	EEA&R - Group/Trans Housing	0	0	0	54,188	54,188	0.0%
215-4102-522.41-66	EEA&R - Residential	0	0	0	4,000	4,000	0.0%
	Other Charges	0	11,600	0	58,188	58,188	0.0%
	Total CDBG-R Program	0	19,300	0	58,188	58,188	0.0%

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11		
215-9901-591.90-05	Operating Transfer Out	150,000	210,000	150,000	150,000	150,000	0.0%
	Other Financing Uses	150,000	210,000	150,000	150,000	150,000	0.0%
	Total Non-Operating	150,000	210,000	150,000	150,000	150,000	0.0%
	Total CDBG Fund	348,362	447,721	437,410	495,598	416,188	(79,660) (16.0%)

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1245	Planner II	C42	0.75	0.75	
Total F-T-E			0.75	0.75	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund	0.25	0.25	
215 CDBG Fund	0.75	0.75	
Total F-T-E All Funds	1.00	1.00	0.00

CDBG FUND (215)

EXPENDITURE DETAIL

PLANNING & COMMUNITY DEVELOPMENT

4001

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
215-4001-522.10-01	Salaries	Salaries	64,600	69,100
TOTAL SALARIES			64,600	69,100
TOTAL PLANNING			64,600	69,100

CDBG PROGRAM

4101

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
OTHER CHARGES:				
215-4101-522.41-01	Single Family Rehab	Interest free loans to low income property owners for home rehabilitation which becomes a lien on property and recovered upon sale of home	169,160	88,200
		Prior Year Encumbrance Carryover	1,750	0
			170,910	88,200
215-4101-522.41-02	CDBG Admin/Audit	Audit, legal ads, misc. costs	2,600	2,500
215-4101-522.41-04	Resources for Comm Living	Shared housing for special populations	1,500	1,500
215-4101-522.41-15	Child Day Care	Grant to CEDA Northwest Daycare Broker Prog. to provide subsidy for low income residents needing child daycare services to secure and maintain employment	20,800	20,000
215-4101-522.41-16	Children at Play	Grant to Children at Play (CAP) Program - subsidy for low income participants	5,000	5,000
215-4101-522.41-17	Children Advocacy Center	Child Abuse Services	1,500	1,500
215-4101-522.41-44	Sub Prim Health Care	Grant to Suburban Primary Health Care Council - Access to Care Program	11,000	10,200
215-4101-522.41-48	PADS to HOPE	Journeys from PADS to HOPE, Inc. - Homeless services	2,500	2,250
215-4101-522.41-52	WINGS Program	Traditional Housing and Safe House	2,000	2,000
215-4101-522.41-54	Dist. 214 ESL Program	District 214 Beginning English as a Second Language Program	1,500	1,500

CDBG FUND (215)

EXPENDITURE DETAIL

CDBG PROGRAM (cont.)

4101

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
215-4101-522.41-60	Youth Outreach	Greater Wheeling Area Youth Outreach - Dream Makers Program & Summer Adventure Camp	2,000	1,750
215-4101-522.41.62	Escorted Transport Serv	Medical Transportation for Seniors	1,500	1,500
215-4101-522.41-64	Northwest CASA	Sexual assault counseling, crisis intervention and advocacy	0	500
215-4101-522.41-66	Faith Community Homes	Supportive housing	0	500
TOTAL OTHER CHARGES			<u>222,810</u>	<u>138,900</u>
TOTAL CDBG PROGRAM			<u><u>222,810</u></u>	<u><u>138,900</u></u>

CDBG-R PROGRAM

4102

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
OTHER CHARGES:				
215-4102-522.41-64	EEA&R - Group/Tran Hsg	Energy Efficiency Audits & Rehab (EEA&R) Group Homes/Transitional Housing (Rebudgeted)	54,188	54,188
215-4102-522.41-66	EEA&R - Residential	Energy Efficiency Audits & Rehab (EEA&R) Residential (Rebudgeted)	4,000	4,000
TOTAL OTHER CHARGES			<u>58,188</u>	<u>58,188</u>
TOTAL CDBG-R PROGRAM			<u><u>58,188</u></u>	<u><u>58,188</u></u>

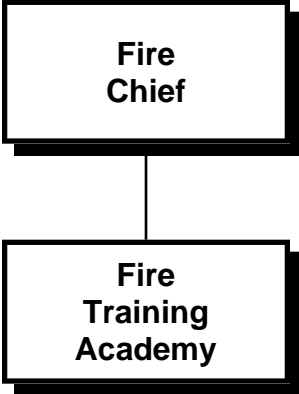
CDBG FUND (215)

EXPENDITURE DETAIL

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12
NON-OPERATING:					
215-9901-591.90-05	Operating Transfer Out	Operating transfer to Debt Service Fund - partial funding of debt service for Senior Center	150,000	150,000	150,000
		TOTAL NON-OPERATING		<u>150,000</u>	<u>150,000</u>
		TOTAL NON-OPERATING		<u>150,000</u>	<u>150,000</u>
		TOTAL CDBG FUND		<u>495,598</u>	<u>416,188</u>



► **Fund at a Glance**

The Village is known to have one of the best training facilities for firefighters in the State of Illinois. As a result, the Village trains new recruits and certifies existing personnel for other communities. It operates very similarly to the University of Illinois fire training program. It is staffed by our own fire department personnel and tuition is paid by other cities/villages who send their firefighters for training at our academy.

Restrictions:

VILLAGE POLICY – In order to sustain such a training facility on a break-even basis, all revenues and costs associated with administering this training facility are segregated in this fund.

► **Performance Measures**

	Calendar Year					
	2008		2009		2010	
1. (# of classes) # of students						
FF II	(5)	89	(4)	42	(2)	14
Vertical I	(1)	7	(1)	20	(2)	24
Trench I - Operations	(1)	17	(0)	0	(0)	0
Fire Apparatus Engineer	(3)	71	(3)	78	(3)	54
First-In Officer	(0)	0	(0)	0	(6)	100
Technical Rescue/Hazmat Awareness	(2)	10	(0)	0	(2)	28
Totals	(12)	194	(8)	140	(15)	220
2. Additional Training Hours for Arlington Heights Firefighters:						
FF II	(5)	2,744	(4)	2,400	(2)	1,200
Vertical I	(1)	56	(1)	108	(2)	112
Trench I - Operations	(1)	48	(0)	0	(0)	0
Fire Apparatus Engineer	(3)	356	(3)	388	(3)	380
First-In Officer	(0)	0	(0)	0	(6)	36
Technical Rescue/Hazmat Awareness	(2)	32	(0)	0	(2)	32
Totals	(12)	3,236	(8)	2,896	(15)	1,760
<p>This is an important component of the Fire Training Academy, in some ways the most important. While Arlington Heights Fire Fighters are teaching, they are also earning training hours which count toward the Department's ISO rating, and, more importantly, they are reviewing and demonstrating rescue techniques that will be needed in emergencies.</p>						

FIRE ACADEMY FUND

(Continued)

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Fees	\$168,471	\$129,841	\$130,000	\$187,000	\$187,000	\$0	0.0%
Interest Income	6,347	4,030	2,600	1,000	1,000	0	0.0%
Other	4,723	0	700	0	0	0	N/A
Total Revenues	\$179,541	\$133,871	\$133,300	\$188,000	\$188,000	\$0	0.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$179,541	\$133,871	\$133,300	\$188,000	\$188,000	\$0	0.0%
Expenditures							
Personal Services	\$71,038	\$51,998	\$52,000	\$60,300	\$60,300	\$0	0.0%
Contractual Services	92,628	44,744	68,000	84,100	77,600	(6,500)	(7.7%)
Commodities	38,461	23,496	25,300	37,800	37,800	0	0.0%
Capital Items	0	0	71,000	80,000	10,000	(70,000)	(87.5%)
Total Expenditures	\$202,127	\$120,238	\$216,300	\$262,200	\$185,700	(\$76,500)	(29.2%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$202,127	\$120,238	\$216,300	\$262,200	\$185,700	(\$76,500)	(29.2%)
REVENUES OVER (UNDER) EXPENDITURES	(\$22,586)	\$13,633	(\$83,000)	(\$74,200)	\$2,300	\$76,500	(103.1%)
BEGINNING FUND BALANCE	268,957	246,371	260,004	260,004	177,004	(83,000)	(31.9%)
ENDING FUND BALANCE	\$246,371	\$260,004	\$177,004	\$185,804	\$179,304	(\$6,500)	(3.5%)

FIRE ACADEMY FUND (225)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
225-0000-433.94-00	Tuition Fire Academy	168,471	129,841	130,000	187,000	187,000	0	0.0%
	Public Safety Fees	168,471	129,841	130,000	187,000	187,000	0	0.0%
225-0000-461.02-00	Interest on Investments	4,104	3,027	2,600	1,000	1,000	0	0.0%
225-0000-462.10-00	Market Value Adjustments	2,243	1,003	0	0	0	0	N/A
	Interest Income	6,347	4,030	2,600	1,000	1,000	0	0.0%
225-0000-489.90-00	Other Income	4,723	0	700	0	0	0	N/A
	Other	4,723	0	700	0	0	0	N/A
Total Fire Academy Fund		179,541	133,871	133,300	188,000	188,000	0	0.0%

FIRE ACADEMY FUND (225)

EXPENDITURES

Fire Academy

3601

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
225-3601-512.18-80	Special Detail	71,038	51,998	52,000	60,300	60,300	0	0.0%
	Salaries	71,038	51,998	52,000	60,300	60,300	0	0.0%
225-3601-512.20-05	Professional Services	20,625	3,375	20,000	20,000	15,000	(5,000)	(25.0%)
225-3601-512.21-02	Equipment Maintenance	1,605	3,146	3,200	4,200	4,200	0	0.0%
225-3601-512.21-65	Other Services	31,483	9,178	15,000	30,000	30,000	0	0.0%
225-3601-512.22-02	Dues	190	0	500	500	500	0	0.0%
225-3601-512.22-03	Travel & Training	13,506	6,461	6,500	6,500	6,500	0	0.0%
225-3601-512.22-05	Postage	15	60	200	300	300	0	0.0%
225-3601-512.22-10	Printing	310	32	700	700	700	0	0.0%
225-3601-512.22-15	Photocopying	1,894	1,492	2,000	2,000	2,000	0	0.0%
225-3601-512.22-25	IT/GIS Service Charge	18,300	16,800	16,700	16,700	9,100	(7,600)	(45.5%)
225-3601-512.22-37	Vehicle/Equip Lease Chrg	4,700	4,200	3,200	3,200	9,300	6,100	190.6%
	Contractual Services	92,628	44,744	68,000	84,100	77,600	(6,500)	(7.7%)
225-3601-512.30-01	Publications Periodicals	0	0	100	100	100	0	0.0%
225-3601-512.30-05	Office Supplies & Equip	853	470	800	800	800	0	0.0%
225-3601-512.30-20	Photographic Supplies	307	0	500	500	500	0	0.0%
225-3601-512.30-35	Clothing	1,259	20	500	1,000	1,000	0	0.0%
225-3601-512.31-45	Janitorial Supplies	0	6	100	100	100	0	0.0%
225-3601-512.31-55	Building Supplies	33	3,212	6,000	6,000	6,000	0	0.0%
225-3601-512.31-60	Chemicals	640	100	1,300	2,300	2,300	0	0.0%
225-3601-512.31-65	Other Equip & Supplies	4,249	1,637	2,000	4,000	4,000	0	0.0%
225-3601-512.31-85	Small Tools and Equipment	12,079	4,295	2,000	4,000	4,000	0	0.0%
225-3601-512.32-80	Books	8,211	12,557	6,000	12,000	12,000	0	0.0%
225-3601-512.33-05	Other Supplies	10,830	1,199	6,000	7,000	7,000	0	0.0%
	Commodities	38,461	23,496	25,300	37,800	37,800	0	0.0%
Total Fire Academy		202,127	120,238	145,300	182,200	175,700	(6,500)	(3.6%)

Municipal Buildings & Grounds

7105

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
225-7105-751.50-20	Building Improvements	0	0	71,000	80,000	10,000	(70,000)	(87.5%)
	Capital Outlay	0	0	71,000	80,000	10,000	(70,000)	(87.5%)
Total Municipal Blds & Grds		0	0	71,000	80,000	10,000	(70,000)	(87.5%)
Total Fire Academy Fund		202,127	120,238	216,300	262,200	185,700	(76,500)	(29.2%)

FIRE ACADEMY FUND (225)

EXPENDITURE DETAIL

FIRE ACADEMY

3601

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
225-3601-512.18-80	Special Detail	Professional Instructor Fees:				
		State Certified Recruit School	46,000		44,000	
		State Certified Apparatus Eng. School	10,000		12,000	
		FFII	2,000		1,500	
		Trench I - Rope Operations	2,000		2,500	
		Technical Rescue Awareness	300	60,300	300	60,300
		TOTAL SALARIES		60,300		60,300
CONTRACTUAL SERVICES:						
225-3601-512.20-05	Professional Services	Haz Mat operations class-Mt. Prospect		20,000		15,000
225-3601-512.21-02	Equipment Maintenance	Video machine repairs	200		200	
		SCBA service and repairs	1,200		1,200	
		Chainsaw repairs	1,000		1,000	
		Gas monitors	800		800	
		TRS tool repairs	1,000	4,200	1,000	4,200
225-3601-512.21-65	Other Services	Contracted Special Institute:				
		State Certified Recruit School	10,000		10,000	
		FFII	5,000		5,000	
		Trench I - Rope Operations	2,000		2,000	
		TSR Continuing Education	2,000		2,000	
		Video-conferencing system - annual maintenance & technical support (Fire Academy Fund portion only)	3,000		3,000	
		Miscellaneous equipment rental	1,000		1,000	
		Insurance policy	7,000	30,000	7,000	30,000
225-3601-512.22-02	Dues	Dues		500		500
225-3601-512.22-03	Travel & Training	Fire Service Instructor Conference (2)	5,000		5,000	
		Illinois Instructors Conference (2)	1,500	6,500	1,500	6,500
225-3601-512.22-05	Postage	Regular and registered mail		300		300
225-3601-512.22-10	Printing	Academy certificates, folders and announcements		700		700
225-3601-512.22-15	Photocopying	Photocopies, supplies & maintenance	700		700	
		Lease of Xerox CC123	1,300	2,000	1,300	2,000
225-3601-512.22-25	IT/GIS Service Charge	Information Technology service charge		16,700		9,100
225-3601-512.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		3,200		9,300
		TOTAL CONTRACTUAL SERVICES		84,100		77,600

FIRE ACADEMY FUND (225)

EXPENDITURE DETAIL

FIRE ACADEMY (cont.)

3601

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
COMMODITIES:						
225-3601-512.30-01	Publications/Periodicals	Miscellaneous publications		100		100
225-3601-512.30-05	Office Supplies & Equip.	General office supplies		800		800
225-3601-512.30-20	Photographic Supplies	Misc. supplies for training division, photo AV and graphic arts needs		500		500
225-3601-512.30-35	Clothing	Shirts & jackets - FFII instructors		1,000		1,000
225-3601-512.31-45	Janitorial Supplies	Miscellaneous janitorial supplies		100		100
225-3601-512.31-55	Building Supplies	Fire tower materials	2,000		2,000	
		Trench rescue mock-ups	2,000		2,000	
		Smoke divers trailer materials	2,000	6,000	2,000	6,000
225-3601-512.31-60	Chemicals	Fire extinguisher recharge	2,000		2,000	
		Smoke agent fluid	300	2,300	300	2,300
225-3601-512.31-65	Other Equip. & Supplies	CDs, DVDs, scanner, TRS supplies, truck equipment		4,000		4,000
225-3601-512.31-85	Small Tools and Equip.	Miscellaneous small tools		4,000		4,000
225-3601-512.32-80	Books	IFSTA manuals for FFII	7,000		7,000	
		IFSTA manuals for FAE	3,000		3,000	
		Manuals for TRS	500		500	
		Academy binders	1,000		1,000	
		Library update	500	12,000	500	12,000
225-3601-512.33-05	Other Supplies	Expendable supplies	2,000		2,000	
		Computer programs	1,000		1,000	
		Rescue gear high-rise & below grade classes	2,000		2,000	
		Trench equipment	2,000	7,000	2,000	7,000
TOTAL COMMODITIES				37,800		37,800
TOTAL FIRE ACADEMY				182,200		175,700

FIRE ACADEMY FUND (225)

EXPENDITURE DETAIL

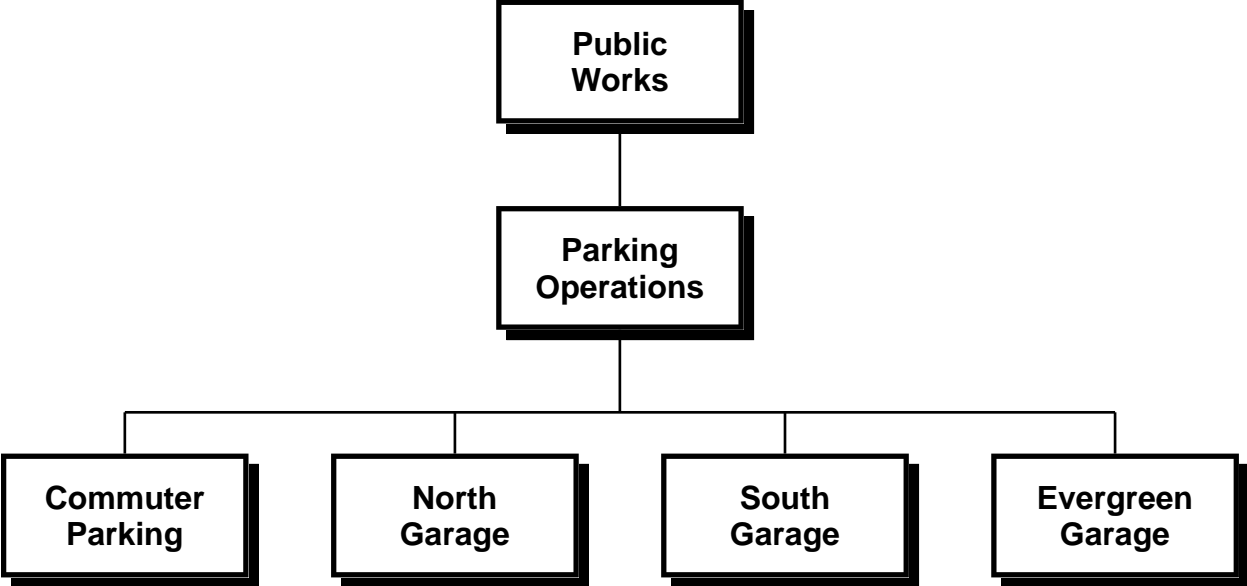
MUNICIPAL BUILDINGS & GROUNDS

7105

Account Number	Account Title	Description	Budget 2010-11	Budget 2010-11
CAPITAL OUTLAY:				
225-7105-571-50-20	Building Improvements	Ongoing maintenance of Fire Academy building and parking lot (BL1003)	80,000	10,000
TOTAL CAPITAL OUTLAY			<u>80,000</u>	<u>10,000</u>
TOTAL MUNICIPAL BLDS & GRDS			<u>80,000</u>	<u>10,000</u>
TOTAL FIRE ACADEMY FUND			<u>262,200</u>	<u>185,700</u>

MUNICIPAL PARKING FUND

ORGANIZATION STRUCTURE



► **Fund at a Glance**

The Village has been very responsive in providing parking for commuters as well as Downtown merchants, their employees and shoppers. As a result, a major investment by this community was made in the construction of many commuter lots and parking garages providing available parking for the redevelopment of the Downtown. Major improvements resulting from the creation of TIF Districts I and II were the construction of the North Garage, the Vail Street Garage and the Evergreen Garage below the Arlington Towne Square development. In 2007 a 317 space addition was completed in the Vail Street Garage. Major renovations on the 20 year old Vail Street Garage were also completed during construction of the addition. Three additional elevators, emergency call boxes and improved signage were a few of the renovations.

Commuters pay either monthly or daily user fees to pay for the costs associated with operation of these garages. Separate operations are maintained to show the results of operation of the North Garage, Vail Street Garage, Evergreen Garage and the other commuter parking lots.

Restrictions:

VILLAGE POLICY – The Village finances parking operations by the user fee concept. Effective May 1, 2004, the monthly commuter permit rate is \$30 and the daily rate is \$1.50. Twenty-four hour parking permits range from \$30 to \$55 and have restrictions for their use based on agreement.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Fees	\$1,001,323	\$956,953	\$981,900	\$980,800	\$991,200	\$10,400	1.1%
Fines	33,829	18,856	30,000	22,000	30,000	8,000	36.4%
Interest Income	120,881	71,488	46,000	46,000	40,000	(6,000)	(13.0%)
Other	0	1,259	0	0	0	0	N/A
Total Revenues	\$1,156,033	\$1,048,556	\$1,057,900	\$1,048,800	\$1,061,200	\$12,400	1.2%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,156,033	\$1,048,556	\$1,057,900	\$1,048,800	\$1,061,200	\$12,400	1.2%
Expenditures							
Personal Services	\$427,942	\$431,994	\$425,800	\$449,700	\$441,300	(\$8,400)	(1.9%)
Contractual Services	345,843	349,551	264,600	348,700	274,000	(74,700)	(21.4%)
Commodities	62,129	45,523	65,300	69,497	69,300	(197)	(0.3%)
Other Charges	298,600	313,500	329,200	329,200	329,200	0	0.0%
Capital Items	38,200	18,305	33,600	53,587	95,000	41,413	77.3%
Total Expenditures	\$1,172,714	\$1,158,873	\$1,118,500	\$1,250,684	\$1,208,800	(\$41,884)	(3.3%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,172,714	\$1,158,873	\$1,118,500	\$1,250,684	\$1,208,800	(\$41,884)	(3.3%)
REVENUES OVER (UNDER) EXPENDITURES	(\$16,681)	(\$110,317)	(\$60,600)	(\$201,884)	(\$147,600)	\$54,284	(26.9%)
BEGINNING FUND BALANCE	4,825,604	4,808,923	4,698,606	4,698,606	4,638,006	(60,600)	(1.3%)
ENDING FUND BALANCE	\$4,808,923	\$4,698,606	\$4,638,006	\$4,496,722	\$4,490,406	(\$6,316)	(0.1%)

MUNICIPAL PARKING FUND (235)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
235-0000-435.54-00	Parking Lot A Daily Fees	22,660	21,716	21,800	24,000	24,000	0	0.0%
235-0000-435.56-00	Parking Lot B Daily Fees	2	0	0	0	0	0	N/A
235-0000-435.60-00	Parking Lot E Daily Fees	8,920	8,805	8,400	9,000	9,000	0	0.0%
235-0000-435.64-00	Parking Garage Daily Fees	0	637	0	0	0	0	0.0%
235-0000-435.64-01	Municipal Garage Daily Fees	9,119	9,442	8,800	12,400	12,400	0	0.0%
235-0000-435.64-02	Vail Street Gar Daily Fees	45,626	41,233	38,400	46,000	46,000	0	0.0%
235-0000-435.64-03	North Garage Daily Fees	53,427	45,978	49,600	53,000	53,000	0	0.0%
235-0000-435.65-01	Municipal Gar Monthly Fees	0	0	0	0	0	0	N/A
235-0000-435.65-02	Vail Street Gar Monthly Fees	327,645	317,982	329,200	309,600	320,000	10,400	3.4%
235-0000-435.65-03	North Garage Monthly Fees	312,063	311,195	315,000	315,000	315,000	0	0.0%
235-0000-435.66-00	Parking Lot P Daily Fees	39,875	39,212	40,600	40,100	40,100	0	0.0%
235-0000-435.68-00	Parking Lot S Daily Fees	53,963	54,297	53,800	61,600	61,600	0	0.0%
235-0000-435.70-00	Parking Lot T Daily Fees	4,925	108	300	100	100	0	0.0%
235-0000-435.72-00	Evergreen Garage "U Fees"	121,969	104,448	114,000	108,000	108,000	0	0.0%
235-0000-435.74-00	Parking Lot O Daily Fees	1,129	1,900	2,000	2,000	2,000	0	0.0%
	Parking Fees	1,001,323	956,953	981,900	980,800	991,200	10,400	1.1%
235-0000-441.15-00	Parking Fines	33,829	18,856	30,000	22,000	30,000	8,000	36.4%
	Fines	33,829	18,856	30,000	22,000	30,000	8,000	36.4%
235-0000-461.02-00	Interest on Investments	78,502	53,788	46,000	46,000	40,000	(6,000)	(13.0%)
235-0000-462.10-00	Market Value Adjustments	42,379	17,700	0	0	0	0	N/A
	Interest Income	120,881	71,488	46,000	46,000	40,000	(6,000)	(13.0%)
235-0000-489.90-00	Other Income	0	1,259	0	0	0	0	N/A
	Other	0	1,259	0	0	0	0	N/A
	Total Municipal Parking Fund	1,156,033	1,048,556	1,057,900	1,048,800	1,061,200	12,400	1.2%

MUNICIPAL PARKING FUND (235)

EXPENDITURES

Police

3001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
235-3001-532.10-01	Salaries	296,102	303,324	305,600	307,700	308,600	900	0.3%
235-3001-532.18-05	Overtime Civilian	6,119	0	0	18,000	5,000	(13,000)	(72.2%)
	Salaries	302,221	303,324	305,600	325,700	313,600	(12,100)	(3.7%)
235-3001-532.19-01	Workers Compensation	7,100	7,500	7,800	7,800	8,000	200	2.6%
235-3001-532.19-05	Medical Insurance	55,300	53,800	54,800	54,800	57,100	2,300	4.2%
235-3001-532.19-10	IMRF	39,549	36,995	34,300	36,500	38,700	2,200	6.0%
235-3001-532.19-11	Social Security	19,266	19,343	18,900	20,200	19,400	(800)	(4.0%)
235-3001-532.19-12	Medicare	4,506	4,524	4,400	4,700	4,500	(200)	(4.3%)
	Fringe Benefits	125,721	122,162	120,200	124,000	127,700	3,700	3.0%
235-3001-532.20-40	General Insurance	6,900	7,200	7,600	7,600	7,800	200	2.6%
235-3001-532.22-10	Printing	6,898	10,514	9,000	9,000	9,000	0	0.0%
235-3001-532.22-25	IT/GIS Service Charge	10,400	9,900	9,800	9,800	9,100	(700)	(7.1%)
235-3001-532.22-37	Vehicle/Equip Lease Chrg	17,900	27,800	20,400	20,400	17,500	(2,900)	(14.2%)
	Contractual Services	42,098	55,414	46,800	46,800	43,400	(3,400)	(7.3%)
235-3001-532.30-35	Clothing	2,217	2,550	2,700	2,797	2,500	(297)	(10.6%)
235-3001-532.30-50	Petroleum Products	4,209	3,232	3,300	3,800	3,900	100	2.6%
235-3001-532.33-05	Other Supplies	3,972	3,856	3,500	4,600	4,600	0	0.0%
	Commodities	10,398	9,638	9,500	11,197	11,000	(197)	(1.8%)
	Total Police Department	480,438	490,538	482,100	507,697	495,700	(11,997)	(2.4%)

Engineering

5001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
235-5001-571.50-30	Road Projects	32,400	0	25,000	25,000	25,000	0	0.0%
	Capital Outlay	32,400	0	25,000	25,000	25,000	0	0.0%
	Total Engineering	32,400	0	25,000	25,000	25,000	0	0.0%

MUNICIPAL PARKING FUND (235)

EXPENDITURES

Public Works

7101

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
235-7101-572.50-15	Other Equipment	0	0	0	10,000	5,000	(5,000)	(50.0%)
235-7101-571.50-20	Building Improvements	5,800	18,305	8,600	13,587	60,000	46,413	341.6%
235-7101-571.50-25	Construction in Progress	0	0	0	5,000	5,000	0	0.0%
	Capital Outlay	5,800	18,305	8,600	28,587	70,000	41,413	144.9%
	Total Public Works	5,800	18,305	8,600	28,587	70,000	41,413	144.9%

Parking Operations

7301

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
235-7301-532.18-01	Temporary Help	0	6,045	0	0	0	0	N/A
	Salaries	0	6,045	0	0	0	0	N/A
235-7301-532.19-11	Social Security	0	375	0	0	0	0	N/A
235-7301-532.19-12	Medicare	0	88	0	0	0	0	N/A
	Fringe Benefits	0	463	0	0	0	0	N/A
235-7301-532.21-11	Building Maintenance	46	0	4,000	4,000	3,000	(1,000)	(25.0%)
235-7301-532.21-40	Lease Expense	13,385	13,098	13,000	13,000	13,000	0	0.0%
235-7301-532.21-50	Utility Services	18,115	1,384	2,000	22,500	2,000	(20,500)	(91.1%)
235-7301-532.21-65	Other Services	0	0	500	500	500	0	0.0%
235-7301-532.22-03	Travel & Training	2,054	0	0	1,100	1,100	0	0.0%
	Contractual Services	33,600	14,482	19,500	41,100	19,600	(21,500)	(52.3%)
235-7301-532.31-40	Agricultural Supplies	1,000	0	1,000	1,000	1,000	0	0.0%
235-7301-532.31-65	Other Equip & Supplies	258	1,767	1,800	1,800	1,800	0	0.0%
235-7301-532.31-90	Street and Sidewalk Sup	3,290	3,083	5,000	5,000	5,000	0	0.0%
235-7301-532.33-05	Other Supplies	2,461	2,406	3,000	3,000	3,000	0	0.0%
	Commodities	7,009	7,256	10,800	10,800	10,800	0	0.0%
235-7301-532.40-75	Administrative Serv Charge	68,700	72,100	75,700	75,700	75,700	0	0.0%
	Other Charges	68,700	72,100	75,700	75,700	75,700	0	0.0%
	Total Parking Operations	109,309	100,346	106,000	127,600	106,100	(21,500)	(16.8%)

MUNICIPAL PARKING FUND (235)

EXPENDITURES

Vail Street Garage Operation

7302

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
235-7302-532.21-02	Equipment Maintenance	5,206	1,847	5,000	13,000	5,000	(8,000)	(61.5%)
235-7302-532.21-11	Building Maintenance	24,154	18,732	20,000	28,000	20,000	(8,000)	(28.6%)
235-7302-532.21-50	Utility Services	89,263	52,516	43,000	43,000	45,000	2,000	4.7%
235-7302-532.22-10	Printing	3,161	3,046	3,500	3,500	3,500	0	0.0%
	Contractual Services	121,784	76,141	71,500	87,500	73,500	(14,000)	(16.0%)
235-7302-532.31-65	Other Equip & Supplies	741	1,993	2,500	2,500	2,500	0	0.0%
235-7302-532.31-90	Street and Sidewalk Sup	11,729	8,222	12,000	12,000	12,000	0	0.0%
235-7302-532.33-05	Other Supplies	5,031	2,864	3,000	5,000	5,000	0	0.0%
	Commodities	17,501	13,079	17,500	19,500	19,500	0	0.0%
235-7302-532.40-75	Administrative Serv Charge	86,900	91,200	95,800	95,800	95,800	0	0.0%
	Other Charges	86,900	91,200	95,800	95,800	95,800	0	0.0%
	Total Vail Street Garage	226,185	180,420	184,800	202,800	188,800	(14,000)	(6.9%)

North Garage Operation

7303

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
235-7303-532.21-02	Equipment Maintenance	13,392	8,745	15,000	17,300	16,000	(1,300)	(7.5%)
235-7303-532.21-11	Building Maintenance	21,186	29,341	20,000	32,200	25,000	(7,200)	(22.4%)
235-7303-532.21-50	Utility Services	41,344	71,413	37,500	38,000	42,000	4,000	10.5%
235-7303-532.22-10	Printing	3,161	3,046	3,500	3,500	3,500	0	0.0%
	Contractual Services	79,083	112,545	76,000	91,000	86,500	(4,500)	(4.9%)
235-7303-532.31-65	Other Equip & Supplies	990	1,013	2,500	2,500	2,500	0	0.0%
235-7303-532.31-90	Street and Sidewalk Sup	14,220	8,222	12,000	12,000	12,000	0	0.0%
235-7303-532.33-05	Other Supplies	3,690	1,583	4,500	4,500	4,500	0	0.0%
	Commodities	18,900	10,818	19,000	19,000	19,000	0	0.0%
235-7303-532.40-75	Administrative Serv Charge	90,100	94,600	99,300	99,300	99,300	0	0.0%
	Other Charges	90,100	94,600	99,300	99,300	99,300	0	0.0%
	Total North Garage	188,083	217,963	194,300	209,300	204,800	(4,500)	(2.2%)

MUNICIPAL PARKING FUND (235)

EXPENDITURES

Evergreen Street Garage Operation

7304

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
235-7304-532.21-02	Equipment Maintenance	12,661	11,525	9,500	11,000	10,000	(1,000)	(9.1%)
235-7304-532.21-11	Building Maintenance	18,814	9,974	9,800	9,800	9,500	(300)	(3.1%)
235-7304-532.21-50	Utility Services	36,520	68,430	30,000	60,000	30,000	(30,000)	(50.0%)
235-7304-532.22-10	Printing	1,283	1,040	1,500	1,500	1,500	0	0.0%
	Contractual Services	69,278	90,969	50,800	82,300	51,000	(31,300)	(38.0%)
235-7304-532.31-65	Other Equip & Supplies	1,699	1,080	1,000	1,500	1,500	0	0.0%
235-7304-532.31-90	Street and Sidewalk Sup	2,371	1,027	2,500	2,500	2,500	0	0.0%
235-7304-532.33-05	Other Supplies	4,251	2,624	5,000	5,000	5,000	0	0.0%
	Commodities	8,321	4,731	8,500	9,000	9,000	0	0.0%
235-7304-532.40-75	Administrative Serv Charge	52,900	55,601	58,400	58,400	58,400	0	0.0%
	Other Charges	52,900	55,601	58,400	58,400	58,400	0	0.0%
	Total Evergreen Street Garage	130,499	151,301	117,700	149,700	118,400	(31,300)	(20.9%)
	Total Municipal Parking Fund	1,172,714	1,158,873	1,118,500	1,250,684	1,208,800	(41,884)	(3.3%)

MUNICIPAL PARKING FUND

Police

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1185	Public Service Officer	A13	4.00	4.00	
1716	Records Clerk	A12	1.00	1.00	
Total F-T-E			5.00	5.00	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund			
Police - Administration	134.00	133.00	(1.00)
Police Grant	1.00	1.00	
235 Municipal Parking Fund	5.00	5.00	
Total F-T-E All Funds	140.00	139.00	(1.00)

MUNICIPAL PARKING FUND (235)

EXPENDITURE DETAIL

POLICE

3001

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
235-3001-532.10-01	Salaries	Salaries	307,700	308,600
235-3001-532.18-05	Overtime Civilian	Overtime Civilian	18,000	5,000
TOTAL SALARIES			325,700	313,600
FRINGE BENEFITS:				
235-3001-532.19-01	Workers' Compensation	Workers' Compensation Insurance	7,800	8,000
235-3001-532.19-05	Medical Insurance	Medical Insurance	54,800	57,100
235-3001-532.19-10	IMRF	IMRF	36,500	38,700
235-3001-532.19-11	Social Security	Social Security	20,200	19,400
235-3001-532.19-12	Medicare	Medicare	4,700	4,500
TOTAL FRINGE BENEFITS			124,000	127,700
CONTRACTUAL SERVICES:				
235-3001-532.20-40	General Insurance	Liability and property insurance	7,600	7,800
235-3001-532.22-10	Printing	Parking tickets	9,000	9,000
235-3001-532.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	9,800	9,100
235-3001-532.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	20,400	17,500
TOTAL CONTRACTUAL SERVICES			46,800	43,400
COMMODITIES:				
235-3001-532.30-35	Clothing	PSO clothing	2,500	2,500
		Prior Year Encumbrance Carryover	297	0
235-3001-532.30-50	Petroleum Products	Gasoline for department vehicle(s)	3,800	3,900
235-3001-532.33-05	Other Supplies	Flares	3,000	3,000
		Chalk and chalk sticks	700	700
		Batteries	700	700
		Vests - traffic	200	200
TOTAL COMMODITIES			11,197	11,000
TOTAL POLICE			507,697	495,700

MUNICIPAL PARKING FUND (235)

EXPENDITURE DETAIL

ENGINEERING

5001

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
235-5001-571.50-30	Road Projects	Parking Lot Resurfacing Resurface daily pay and Village-owned parking lots (ST0901)	25,000	25,000
TOTAL CAPITAL OUTLAY			<u>25,000</u>	<u>25,000</u>
TOTAL ENGINEERING			<u>25,000</u>	<u>25,000</u>

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
235-7101-572.50-15	Other Equipment	Operational Equipment (EQ0901)	10,000	5,000
235-7101-571.50-20	Building Improvements	Exterior brick maintenance (BL9603)	5,000	5,000
		Vail Garage elevator car refurbishing (BL1101)	8,587	0
		Paint North Garage (BL1202)	0	50,000
		Garage U (Underground) Signage (BL1203)	0	5,000
			13,587	60,000
235-7101-571.50-25	Construction in Progress	Parking structure sealer/sealant replacement (BL0006)	5,000	5,000
TOTAL CAPITAL OUTLAY			<u>28,587</u>	<u>70,000</u>
TOTAL PUBLIC WORKS			<u>28,587</u>	<u>70,000</u>

MUNICIPAL PARKING FUND (235)

EXPENDITURE DETAIL

MUNICIPAL PARKING OPERATIONS

7301

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
235-7301-532.21-11	Building Maintenance	Glass and door repairs	500		500	
		Replacement of fire doors and frames	2,500		2,500	
		Replacement of pavement striping	1,000	4,000	0	3,000
235-7301-532.21-40	Lease Expense	1/3 of revenue from Parking Lots P & T per agreement		13,000		13,000
235-7301-532.21-50	Utility Services	Energy for lighting parking lots and garage		22,500		2,000
235-7301-532.21-65	Other Services	Miscellaneous items		500		500
235-7301-532.22-03	Travel & Training	Int'l Municipal Parking Association		1,100		1,100
		TOTAL CONTRACTUAL SERVICES		41,100		19,600
COMMODITIES:						
235-7301-532.31-40	Agricultural Supplies	Plants & flowers for parking areas		1,000		1,000
235-7301-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		1,800		1,800
235-7301-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure		5,000		5,000
235-7301-532.33-05	Other Supplies	Misc. materials, fire extinguishers		3,000		3,000
		TOTAL COMMODITIES		10,800		10,800
OTHER CHARGES:						
235-7301-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		75,700		75,700
		TOTAL OTHER CHARGES		75,700		75,700
		TOTAL MUNICIPAL PARKING OPERATION		127,600		106,100

MUNICIPAL PARKING FUND (235)

EXPENDITURE DETAIL

VAIL STREET GARAGE OPERATION

7302

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
235-7302-532.21-02	Equipment Maintenance	Elevator maintenance		13,000		5,000
235-7302-532.21-11	Building Maintenance	Cleaning service (windows) & misc.		2,000		2,000
		Replacement of fire doors and frames		4,000		0
		and epoxy non-slip coatings for stairs		1,000		0
		Replacement of pavement striping				
		Custodial contract - stairwells and elevators	21,000	28,000	18,000	20,000
235-7302-532.21-50	Utility Services	Electricity & telephone		43,000		45,000
235-7302-532.22-10	Printing	Parking permits and share of tickets		3,500		3,500
		TOTAL CONTRACTUAL SERVICES		87,500		73,500
COMMODITIES:						
235-7302-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		2,500		2,500
235-7302-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure		12,000		12,000
235-7302-532.33-05	Other Supplies	Misc. materials, fire extinguishers		5,000		5,000
		TOTAL COMMODITIES		19,500		19,500
OTHER CHARGES:						
235-7302-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		95,800		95,800
		TOTAL OTHER CHARGES		95,800		95,800
		TOTAL VAIL ST. GARAGE OPERATION		202,800		188,800

MUNICIPAL PARKING FUND (235)

EXPENDITURE DETAIL

NORTH GARAGE OPERATION

7303

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
235-7303-532.21-02	Equipment Maintenance	Elevator maintenance		17,300		16,000
235-7303-532.21-11	Building Maintenance	Cleaning service (windows) & misc.	5,200		5,000	
		Replacement of fire doors and frames	5,000		0	
		and epoxy non-slip coatings for stairs	1,000		0	
		Replacement of pavement striping				
		Custodial contract - stairwells and elevators	21,000	32,200	20,000	25,000
235-7303-532.21-50	Utility Services	Electricity, gas & telephone		38,000		42,000
235-7303-532.22-10	Printing	Parking permits and share of tickets		3,500		3,500
		TOTAL CONTRACTUAL SERVICES		91,000		86,500
COMMODITIES:						
235-7303-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		2,500		2,500
235-7303-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure		12,000		12,000
235-7303-532.33-05	Other Supplies	Misc. materials, fire extinguishers		4,500		4,500
		TOTAL COMMODITIES		19,000		19,000
OTHER CHARGES:						
235-7303-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		99,300		99,300
		TOTAL OTHER CHARGES		99,300		99,300
		TOTAL NORTH GARAGE OPERATION		209,300		204,800

MUNICIPAL PARKING FUND (235)

EXPENDITURE DETAIL

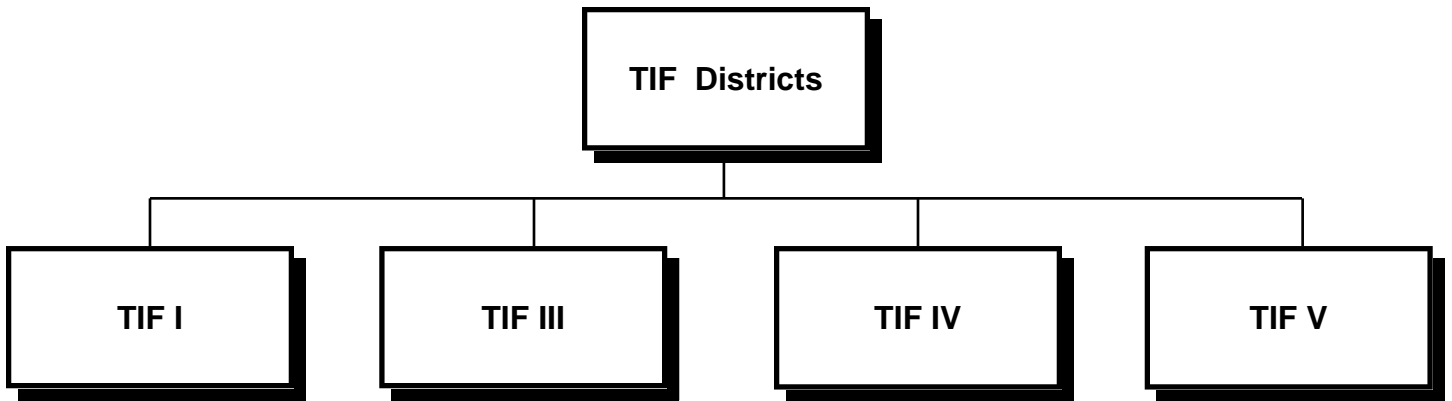
EVERGREEN STREET GARAGE OPERATION

7304

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
235-7304-532.21-02	Equipment Maintenance	Elevator maintenance	11,000	10,000
235-7304-532.21-11	Building Maintenance	Cleaning service (windows) & misc.	1,000	1,000
		Custodial contract - stairwells and elevator	7,800	8,500
		Replacement of pavement striping	1,000	0
			9,800	9,500
235-7304-532.21-50	Utility Services	Utilities:		
		Electricity	57,000	27,000
		Gas	1,000	1,000
		Telephone	2,000	2,000
			60,000	30,000
235-7304-532.22-10	Printing	Parking permits and share of tickets	1,500	1,500
		TOTAL CONTRACTUAL SERVICES	82,300	51,000
COMMODITIES:				
235-7304-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts	1,500	1,500
235-7304-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure	2,500	2,500
235-7304-532.33-05	Other Supplies	Misc. materials, fire extinguishers	5,000	5,000
		TOTAL COMMODITIES	9,000	9,000
OTHER CHARGES:				
235-7304-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration	58,400	58,400
		TOTAL OTHER CHARGES	58,400	58,400
		TOTAL EVERGREEN GARAGE OPER.	149,700	118,400
		TOTAL MUNICIPAL PARKING FUND	1,250,684	1,208,800

TIF DISTRICT FUNDS

ORGANIZATION STRUCTURE



► **Fund at a Glance**

This fund was established as a result of creating a Tax Increment Financing District which basically lies to the south of the Chicago Northwestern railroad tracks in downtown Arlington Heights. The Village issued bonds to make many improvements to downtown Arlington Heights to retain and induce investment in our community. As a result of new development, the valuation of the district rises thereby generating more property tax revenues and sales tax revenues. These funds are used to pay off the bonds, make the improvements in the district and to continue renovating the Downtown.

This TIF district ended in 2006. Current litigation creates the activity in FY2012.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Interest Income	\$13,166	\$0	\$1,000	\$0	\$0	\$0	N/A
Total Revenues	\$13,166	\$0	\$1,000	\$0	\$0	\$0	N/A
Interfund Transfers In	0	0	655,508	425,000	0	(425,000)	(100.0%)
Total Revenues and Interfund Transfers In	\$13,166	\$0	\$656,508	\$425,000	\$0	(\$425,000)	(100.0%)
Expenditures							
Contractual Services	\$0	\$0	\$0	\$425,000	\$656,508	\$231,508	54.5%
Total Expenditures	\$0	\$0	\$0	\$425,000	\$656,508	\$231,508	54.5%
Interfund Transfers Out	748,805	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$748,805	\$0	\$0	\$425,000	\$656,508	\$231,508	54.5%
REVENUES OVER (UNDER) EXPENDITURES	(\$735,639)	\$0	\$656,508	\$0	(\$656,508)	(\$656,508)	N/A
BEGINNING FUND BALANCE	735,639	0	0	0	656,508	656,508	N/A
ENDING FUND BALANCE	\$0	\$0	\$656,508	\$0	\$0	\$0	N/A

TIF I SOUTH FUND (251)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
251-0000-461.02-00	Interest on Investments	8,585	0	1,000	0	0	0	N/A
251-0000-462.10-00	Market Value Adjustments	4,581	0	0	0	0	0	N/A
	Interest Income	13,166	0	1,000	0	0	0	N/A
251-0000-491.05-00	Operating Transfer In	0	0	425,000	425,000	0	(425,000)	(100.0%)
251-0000-491.10-00	Residual Equity Transfer In			230,508	0	0	0	N/A
	Other Financing Sources	0	0	655,508	425,000	0	(425,000)	(100.0%)
	Total TIF I - South Fund	13,166	0	656,508	425,000	0	(425,000)	(100.0%)

TIF I SOUTH FUND (251)

EXPENDITURES

Planning & Community Development

4001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
251-4001-571.20-05	Professional Services	0	0	0	425,000	656,508	231,508	54.5%
	Contractual Services	0	0	0	425,000	656,508	231,508	54.5%
	Total Planning	0	0	0	425,000	656,508	231,508	54.5%

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
251-9901-591.90-06	Residual Equity Transfer Out	748,805	0	0	0	0	0	N/A
	Other Financing Uses	748,805	0	0	0	0	0	N/A
	Total Non-Operating	748,805	0	0	0	0	0	N/A
	Total TIF I - South Fund	748,805	0	0	425,000	656,508	231,508	54.5%

TIF I - SOUTH FUND (251)

EXPENDITURE DETAIL

PLANNING & COMMUNITY DEVELOPMENT

4001

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
251-4001-571.20-05	Professional Services	Consultants/Legal (Rebudget)	425,000	656,508
		TOTAL CONTRACTUAL SERVICES	<u>425,000</u>	<u>656,508</u>
		TOTAL PLANNING	<u>425,000</u>	<u>656,508</u>
		TOTAL TIF I - SOUTH FUND	<u>425,000</u>	<u>656,508</u>

► Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies on the southwest corner of Rand and Arlington Heights Roads. The Village issued \$3M in bonds to provide 50% of the up-front costs of redevelopment, including land acquisition, relocation of the Motorola tower, environment remediation, site preparation, professional fees, etc. The Village has entered into an agreement with a developer to redevelop the site with a 60,000 square foot retail shopping center. As a result of new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These funds are used to pay off the bonds.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$380,438	\$331,407	\$288,800	\$380,000	\$288,800	(\$91,200)	(24.0%)
Interest Income	27,296	16,720	13,400	10,000	13,000	3,000	30.0%
Total Revenues	\$407,734	\$348,127	\$302,200	\$390,000	\$301,800	(\$88,200)	(22.6%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$407,734	\$348,127	\$302,200	\$390,000	\$301,800	(\$88,200)	(22.6%)
Expenditures							
Contractual Services	\$0	\$4,125	\$5,000	\$34,875	\$30,000	(\$4,875)	(14.0%)
Other Charges	31,250	21,967	21,500	41,537	35,000	(6,537)	(15.7%)
Total Expenditures	\$31,250	\$26,092	\$26,500	\$76,412	\$65,000	(\$11,412)	(14.9%)
Interfund Transfers Out	257,200	256,600	260,900	260,900	259,200	(1,700)	(0.7%)
Total Expenditures and Interfund Transfers Out	\$288,450	\$282,692	\$287,400	\$337,312	\$324,200	(\$13,112)	(3.9%)
REVENUES OVER (UNDER) EXPENDITURES BEGINNING FUND BALANCE	\$119,284	\$65,435	\$14,800	\$52,688	(\$22,400)	(\$75,088)	(142.5%)
	873,810	993,094	1,058,529	1,058,529	1,073,329	14,800	1.4%
ENDING FUND BALANCE	\$993,094	\$1,058,529	\$1,073,329	\$1,111,217	\$1,050,929	(\$60,288)	(5.4%)

TIF III FUND (261)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET
REVENUES									
TAXES - PROPERTY TAXES	380,438	331,407	288,800	380,000	288,800	288,800	288,800	288,800	288,800
INTEREST INCOME	27,296	16,720	13,400	10,000	13,000	13,000	13,000	13,000	13,000
TOTAL REVENUES	407,734	348,127	302,200	390,000	301,800	301,800	301,800	301,800	301,800
EXPENDITURES									
OPERATING EXPENDITURES									
Professional Services	0	4,125	5,000	34,875	30,000	30,000	30,000	30,000	30,000
Promote Ec & Business Development	8,520	0	0	0	0	0	0	0	0
Discover Arlington	22,730	6,967	6,500	26,537	20,000	20,000	20,000	20,000	20,000
Administrative Service Charge	0	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
SUBTOTAL -OPERATING EXPENDITURES	31,250	26,092	26,500	76,412	65,000	65,000	65,000	65,000	65,000
TRANSFER OUT: 2003A Refunding D/S Fund	257,200	256,600	260,900	260,900	259,200	261,700	263,400	264,400	265,000
SUBTOTAL -TRANSFERS OUT	257,200	256,600	260,900	260,900	259,200	261,700	263,400	264,400	265,000
TOTAL EXPENDITURES	288,450	282,692	287,400	337,312	324,200	326,700	328,400	329,400	330,000
BEGINNING FUND BALANCE	873,810	993,094	1,058,529		1,073,329	1,050,929	1,026,029	999,429	971,829
REVENUES OVER (UNDER) EXPENDS.	119,284	65,435	14,800	52,688	(22,400)	(24,900)	(26,600)	(27,600)	(28,200)
ENDING FUND BALANCE	993,094	1,058,529	1,073,329		1,050,929	1,026,029	999,429	971,829	943,629

TIF III FUND (261)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
261-0000-401.07-00	TIF Real Estate Tax	380,438	331,407	288,800	380,000	288,800	(91,200)	(24.0%)
	Real Estate Taxes	380,438	331,407	288,800	380,000	288,800	(91,200)	(24.0%)
261-0000-461.02-00	Interest on Investments	18,271	12,663	13,400	10,000	13,000	3,000	30.0%
261-0000-462.10-00	Market Value Adjustments	9,025	4,057	0	0	0	0	N/A
	Interest Income	27,296	16,720	13,400	10,000	13,000	3,000	30.0%
	Total TIF III Fund	407,734	348,127	302,200	390,000	301,800	(88,200)	(22.6%)

TIF III FUND (261)

EXPENDITURES

Planning & Community Development

4001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
261-4001-571.20-05	Professional Services	0	4,125	5,000	34,875	30,000	(4,875)	(14.0%)
	Contractual Services	0	4,125	5,000	34,875	30,000	(4,875)	(14.0%)
261-4001-571.40-40	Promote Economic Bus Dev	8,520	0		0	0	0	N/A
261-4001-571.40-41	Discover Arlington	22,730	6,967	6,500	26,537	20,000	(6,537)	(24.6%)
261-4001-571.40-75	Administrative Serv Charge	0	15,000	15,000	15,000	15,000	0	0.0%
	Other Charges	31,250	21,967	21,500	41,537	35,000	(6,537)	(15.7%)
	Total Planning	31,250	26,092	26,500	76,412	65,000	(11,412)	(14.9%)

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
261-9901-591.90-05	Operating Transfer Out	257,200	256,600	260,900	260,900	259,200	(1,700)	(0.7%)
	Other Financing Uses	257,200	256,600	260,900	260,900	259,200	(1,700)	(0.7%)
	Total Non-Operating	257,200	256,600	260,900	260,900	259,200	(1,700)	(0.7%)
	Total TIF III Fund	288,450	282,692	287,400	337,312	324,200	(13,112)	(3.9%)

TIF III FUND (261)

EXPENDITURE DETAIL

PLANNING & COMMUNITY DEVELOPMENT

4001

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
261-4001-571.20-05	Professional Services	Consultants/Legal	30,000		30,000	
		Prior Year Encumbrance Carryover	4,875	34,875	0	30,000
		TOTAL CONTRACTUAL SERVICES		34,875		30,000
OTHER CHARGES:						
261-4001-571.40-41	Discover Arlington	Discover Arlington Heights Program	20,000		20,000	
		Prior Year Encumbrance Carryover	6,537	26,537	0	20,000
261-4001-571.40.75	Administrative Serv Charge	Administrative Serv Charge		15,000		15,000
		TOTAL OTHER CHARGES		41,537		35,000
		TOTAL PLANNING		76,412		65,000

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
NON-OPERATING:						
261-9901-591.90-05	Operating Transfer Out	Operating Transfer Out				
		To fund debt service - 2003A Refunding		260,900		259,200
		TOTAL NON-OPERATING		260,900		259,200
		TOTAL NON-OPERATING		260,900		259,200
		TOTAL TIF III FUND		337,312		324,200

► Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies on the northeast corner of Arlington Heights Road and Golf Road, containing approximately 35 acres of land. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These funds are then used to pay off bonds that will be issued to fund development improvements.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$543,663	\$555,707	\$495,200	\$540,000	\$495,200	(\$44,800)	(8.3%)
Interest Income	23,827	4,835	3,600	1,000	1,000	0	0.0%
Other	25,902	0	10,300	0	0	0	N/A
Total Revenues	\$593,392	\$560,542	\$509,100	\$541,000	\$496,200	(\$44,800)	(8.3%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$593,392	\$560,542	\$509,100	\$541,000	\$496,200	(\$44,800)	(8.3%)
Expenditures							
Contractual Services	\$53,392	\$50,659	\$101,500	\$101,547	\$50,000	(\$51,547)	(50.8%)
Other Charges	0	50,000	60,000	60,000	60,000	0	0.0%
Capital Items	1,603,916	469,809	200,000	500,000	500,000	0	0.0%
Total Expenditures	\$1,657,308	\$570,468	\$361,500	\$661,547	\$610,000	(\$51,547)	(7.8%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,657,308	\$570,468	\$361,500	\$661,547	\$610,000	(\$51,547)	(7.8%)
REVENUES OVER (UNDER) EXPENDITURES	(\$1,063,916)	(\$9,926)	\$147,600	(\$120,547)	(\$113,800)	\$6,747	(5.6%)
BEGINNING FUND BALANCE	1,092,399	28,483	18,557	18,557	166,157	147,600	795.4%
ENDING FUND BALANCE	\$28,483	\$18,557	\$166,157	(\$101,990)	\$52,357	\$154,347	(151.3%)

TIF IV FUND (263)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	Note	PROJ #	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET
REVENUES											
TAXES - PROPERTY TAXES			543,663	555,707	495,200	540,000	495,200	495,200	495,200	495,200	495,200
INTEREST INCOME			23,827	4,835	3,600	1,000	1,000	1,000	1,000	1,000	1,000
MISCELLANEOUS			25,902	0	10,300	0	0	0	0	0	0
TOTAL REVENUES			593,392	560,542	509,100	541,000	496,200	496,200	496,200	496,200	496,200
EXPENDITURES											
OPERATING EXPENDITURES											
Professional Services			53,392	50,659	101,500	101,547	50,000	0	0	0	0
Discover Arlington			0	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Administrative Service Charge			0	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Redevelopment			1,603,916	469,809	200,000	500,000	500,000	0	0	0	0
SUBTOTAL - OPERATING EXPENDITURES			1,657,308	570,468	361,500	661,547	610,000	60,000	60,000	60,000	60,000
STREETS											
Green Corridor Beautification	(1)	ST-99-03	0	0	0	0	0	0	0	0	95,000
SUBTOTAL - STREEETS			0	0	0	0	0	0	0	0	95,000
TOTAL EXPENDITURES			1,657,308	570,468	361,500	661,547	610,000	60,000	60,000	60,000	155,000
BEGINNING FUND BALANCE			1,092,399	28,483	18,557		166,157	52,357	488,557	924,757	1,360,957
REVENUES OVER (UNDER) EXPENDITURES			(1,063,916)	(9,926)	147,600	(120,547)	(113,800)	436,200	436,200	436,200	341,200
ENDING FUND BALANCE			28,483	18,557	166,157		52,357	488,557	924,757	1,360,957	1,702,157

PROJECTS WITH SECOND FUND SOURCE

(1) Green Corridor Beautification ST-99-03 The majority of this project has been funded from the Capital Projects Fund.

TIF IV FUND (263)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
263-0000-401.07-00	TIF Real Estate Tax	543,663	555,707	495,200	540,000	495,200	(44,800)	(8.3%)
	Real Estate Taxes	543,663	555,707	495,200	540,000	495,200	(44,800)	(8.3%)
263-0000-461.02-00	Interest on Investments	12,285	3,721	3,600	1,000	1,000	0	0.0%
263-0000-462.10-00	Market Value Adjustments	11,542	1,114	0	0	0	0	N/A
	Interest Income	23,827	4,835	3,600	1,000	1,000	0	0.0%
263-0000-489.90-00	Other Income	25,902	0	10,300	0	0	0	N/A
	Other	25,902	0	10,300	0	0	0	N/A
Total TIF IV Fund		593,392	560,542	509,100	541,000	496,200	(44,800)	(8.3%)

TIF IV FUND (263)

EXPENDITURES

Planning & Community Development

4001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
263-4001-571.20-05	Professional Services	53,392	50,659	101,500	101,547	50,000	(51,547)	(50.8%)
	Contractual Services	53,392	50,659	101,500	101,547	50,000	(51,547)	(50.8%)
263-4001-571.40-41	Discover Arlington	0	0	10,000	10,000	10,000	0	0.0%
263-4001-571.40-75	Administrative Serv Charge	0	50,000	50,000	50,000	50,000	0	0.0%
	Other Charges	0	50,000	60,000	60,000	60,000	0	0.0%
263-4001-571.50-25	Construction in Progress	1,603,916	469,809	200,000	500,000	500,000	0	0.0%
	Capital Outlay	1,603,916	469,809	200,000	500,000	500,000	0	0.0%
Total Planning		1,657,308	570,468	361,500	661,547	610,000	(51,547)	(7.8%)
Total TIF IV Fund		1,657,308	570,468	361,500	661,547	610,000	(51,547)	(7.8%)

TIF IV FUND (263)

EXPENDITURE DETAIL

PLANNING & COMMUNITY DEVELOPMENT

4001

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
263-4001-571.20-05	Professional Services	Consultants/Legal Prior Year Encumbrance Carryover	100,000 1,547	101,547	50,000 0	50,000
TOTAL CONTRACTUAL SERVICES			101,547		50,000	
OTHER CHARGES:						
263-4001-571.40-41	Discover Arlington	Discover Arlington Heights Program		10,000		10,000
263-4001-571.40-75	Administrative Serv Charge	Administrative Serv Charge		50,000		50,000
TOTAL OTHER CHARGES			60,000		60,000	
CAPITAL OUTLAY:						
263-4001-571.50-25	Construction in Progress	Redevelopment		500,000		500,000
TOTAL CAPITAL OUTLAY			500,000		500,000	
TOTAL PLANNING			661,547		610,000	
TOTAL TIF IV FUND			661,547		610,000	

► Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies east of Arlington Heights Road where it is intersected by Rand Road. The Village issued \$2.0 million in bonds and approved a \$2.1 million TIF note to cover part of the up-front costs to redevelop the vacant portions of the Town & Country Mall. This redeveloped site will be anchored by Dick’s Sporting Goods, Ashley’s Furniture, and a Jo-Ann’s Fabrics Superstore. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These property tax increment revenues will be used to pay off the bond and note.

Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$1,452,376	\$1,426,902	\$693,700	\$1,456,000	\$693,700	(\$762,300)	(52.4%)
Interest Income	32,390	24,422	20,000	10,000	20,000	10,000	100.0%
Other	501	0	0	0	0	0	N/A
Total Revenues	\$1,485,267	\$1,451,324	\$713,700	\$1,466,000	\$713,700	(\$752,300)	(51.3%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,485,267	\$1,451,324	\$713,700	\$1,466,000	\$713,700	(\$752,300)	(51.3%)
Expenditures							
Contractual Services	\$0	\$4,125	\$6,000	\$35,625	\$30,000	(\$5,625)	(15.8%)
Other Charges	15,552	56,967	61,500	101,537	90,000	(11,537)	(11.4%)
Capital Items	0	0	0	0	500,000	500,000	N/A
Debt Service	985,205	408,126	0	0	0	0	N/A
Total Expenditures	\$1,000,757	\$469,218	\$67,500	\$137,162	\$620,000	\$482,838	352.0%
Interfund Transfers Out	201,900	262,800	276,500	276,500	294,600	18,100	6.5%
Total Expenditures and Interfund Transfers Out	\$1,202,657	\$732,018	\$344,000	\$413,662	\$914,600	\$500,938	121.1%
REVENUES OVER (UNDER) EXPENDITURES	\$282,610	\$719,306	\$369,700	\$1,052,338	(\$200,900)	(\$1,253,238)	(119.1%)
BEGINNING FUND BALANCE	517,053	799,663	1,518,969	1,518,969	1,888,669	369,700	24.3%
ENDING FUND BALANCE	\$799,663	\$1,518,969	\$1,888,669	\$2,571,307	\$1,687,769	(\$883,538)	(34.4%)

TIF V FUND (264)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET
REVENUES										
TAXES - PROPERTY TAXES		268,900	1,426,902	693,700	1,456,000	693,700	693,700	693,700	693,700	693,700
TAXES - PROPERTY TAXES - T & C (PARCEL 03-20-101-016)		1,183,476	0	0	0	0	0	0	0	0
INTEREST INCOME		32,390	24,422	20,000	10,000	20,000	20,000	20,000	20,000	20,000
MISCELLANEOUS		501	0		0	0	0	0	0	0
TOTAL REVENUES		1,485,267	1,451,324	713,700	1,466,000	713,700	713,700	713,700	713,700	713,700
EXPENDITURES										
OPERATING EXPENDITURES										
Professional Services	20-05	0	4,125	6,000	35,625	30,000	30,000	0	0	0
Promote Economic Business Development	40-40	0	0	0	0	0	0	0	0	0
Discover Arlington	40-41	15,552	6,967	11,500	51,537	40,000	30,000	30,000	30,000	30,000
Administrative Service Charge	40-75	0	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Redevelopment	50-25	0	0	0	0	500,000	500,000	500,000	500,000	500,000
TIF Note Principal Payment - T & C Developer	60-25	919,781	388,691	0	0	0	0	0	0	0
TIF Note Interest Payment - T & C Developer	60-30	65,424	19,435	0	0	0	0	0	0	0
SUBTOTAL -OPERATING EXPENDITURES		1,000,757	469,218	67,500	137,162	620,000	610,000	580,000	580,000	580,000
TRANSFER OUT: 2005 G.O. D/S Fund		201,900	262,800	276,500	276,500	294,600	351,800	391,800	429,700	440,500
SUBTOTAL -TRANSFERS OUT		201,900	262,800	276,500	276,500	294,600	351,800	391,800	429,700	440,500
TOTAL EXPENDITURES		1,202,657	732,018	344,000	413,662	914,600	961,800	971,800	1,009,700	1,020,500
BEGINNING FUND BALANCE		517,053	799,663	1,518,969		1,888,669	1,687,769	1,439,669	1,181,569	885,569
REVENUES OVER (UNDER) EXPENDS.		282,610	719,306	369,700	1,052,338	(200,900)	(248,100)	(258,100)	(296,000)	(306,800)
ENDING FUND BALANCE		799,663	1,518,969	1,888,669		1,687,769	1,439,669	1,181,569	885,569	578,769

TIF V FUND (264)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
264-0000-401.07-00	TIF Real Estate Tax	1,452,376	1,426,902	693,700	1,456,000	693,700	(762,300)	(52.4%)
264-0000-401.12-00	TIF Real Estate Tax - Developer	0	0	0	0	0	0	N/A
	Real Estate Taxes	1,452,376	1,426,902	693,700	1,456,000	693,700	(762,300)	(52.4%)
264-0000-461.02-00	Interest on Investments	21,478	18,758	20,000	10,000	20,000	10,000	100.0%
264-0000-462.10-00	Market Value Adjustments	10,912	5,664	0	0	0	0	N/A
	Interest Income	32,390	24,422	20,000	10,000	20,000	10,000	100.0%
264-0000-489-90-00	Other Income	501	0	0	0	0	0	N/A
	Other	501	0	0	0	0	0	N/A
264-0000-491.15-00	Bond Proceeds	0	0	0	0	0	0	N/A
	Other Financing Sources	0	0	0	0	0	0	N/A
	Total TIF V Fund	1,485,267	1,451,324	713,700	1,466,000	713,700	(752,300)	(51.3%)

TIF V FUND (264)

EXPENDITURES

Planning & Community Development

4001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
264-4001-571.20-05	Professional Services	0	4,125	6,000	35,625	30,000	(5,625)	(15.8%)
	Contractual Services	0	4,125	6,000	35,625	30,000	(5,625)	(15.8%)
264-4001-571.40-41	Discover Arlington	15,552	6,967	11,500	51,537	40,000	(11,537)	(22.4%)
264-4001-571.40-75	Administrative Serv Charge	0	50,000	50,000	50,000	50,000	0	0.0%
	Other Charges	15,552	56,967	61,500	101,537	90,000	(11,537)	(11.4%)
264-4001-571.50-25	Construction in Progress	0	0	0	0	500,000	500,000	N/A
	Capital Outlay	0	0	0	0	500,000	500,000	N/A
264-4001-571.60-25	TIF Note Principal Payment	919,781	388,691	0	0	0	0	N/A
264-4001-571.60-30	TIF Note Interest Payment	65,424	19,435	0	0	0	0	N/A
	Debt Service	985,205	408,126	0	0	0	0	N/A
	Total Planning	1,000,757	469,218	67,500	137,162	620,000	482,838	352.0%

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
264-9901-591.90-05	Operating Transfer Out	201,900	262,800	276,500	276,500	294,600	18,100	6.5%
	Other Financing Uses	201,900	262,800	276,500	276,500	294,600	18,100	6.5%
	Total Non-Operating	201,900	262,800	276,500	276,500	294,600	18,100	6.5%
	Total TIF V Fund	1,202,657	732,018	344,000	413,662	914,600	500,938	121.1%

TIF V FUND (264)

EXPENDITURE DETAIL

PLANNING & COMMUNITY DEVELOPMENT

4001

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
264-4001-571.20-05	Professional Services	Consultants/Legal	30,000		30,000	
		Prior Year Encumbrance Carryover	5,625	35,625	0	30,000
		TOTAL CONTRACTUAL SERVICES		35,625		30,000
OTHER CHARGES:						
264-4001-571.40-41	Discover Arlington	Discover Arlington Heights Program	40,000		40,000	
		Prior Year Encumbrance Carryover	11,537	51,537	0	40,000
264-4001-571.40-75	Administrative Serv Charge	Administrative Service Charge		50,000		50,000
CAPITAL OUTLAY:						
264-4001-571.50-25	Construction in Progress	Redevelopment		0		500,000
		TOTAL OTHER CHARGES		101,537		590,000
		TOTAL PLANNING		137,162		620,000

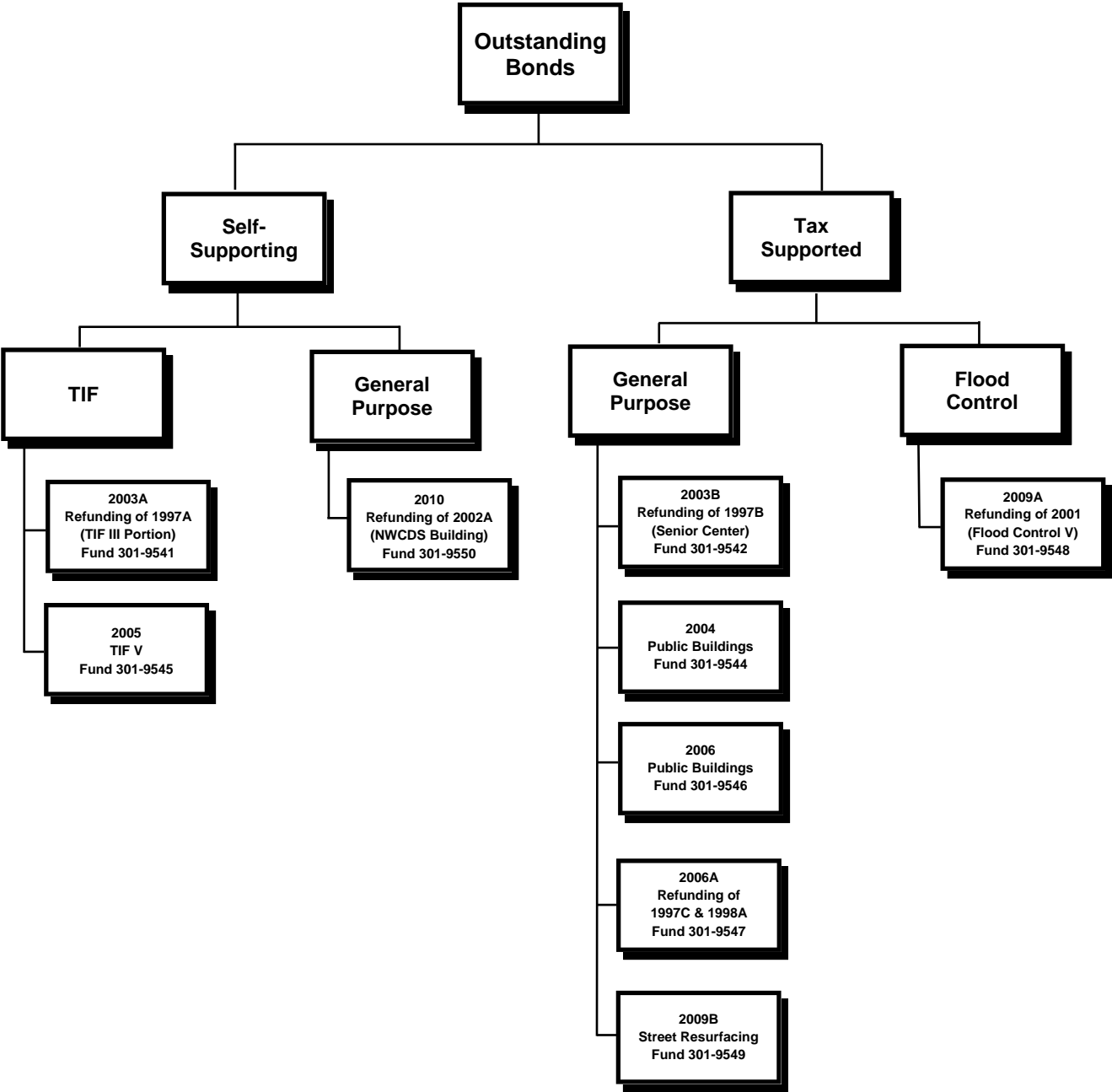
NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
NON-OPERATING:						
264-9901-591.90-05	Operating Transfer Out	Operating Transfer Out				
		To fund 2005 debt service		276,500		294,600
		TOTAL NON-OPERATING		276,500		294,600
		TOTAL NON-OPERATING		276,500		294,600
		TOTAL TIF V FUND		413,662		914,600

DEBT SERVICE FUND

ORGANIZATION STRUCTURE



► **Fund at a Glance**

The Debt Service Fund accounts for the costs for the payment of the principal and interest on all outstanding Village debt. Enterprise fund debt service, if any, is shown in the Water & Sewer Fund.

The Village is a “home rule” community and is presently not subject to debt limitations. Currently, all outstanding Village debt is general obligation bond debt, meaning that it is backed by the full faith and credit (and taxing power) of the Village. There are no revenue bonds which are considered outstanding for financial reporting purposes. The Village has used general obligation (GO) bonds exclusively in recent years because of the more favorable interest rates offered on GO bonds and thus, lower cost.

A portion of Arlington Heights' debt is self-supporting; that is, it is paid for by sources other than a direct levy of property taxes. As of April 30, 2010, the Village had a total of \$64,690,000 in outstanding bonds. Of that amount, \$6,455,000 (10%) is self-supported.

The following is a table of outstanding debt, the debt per capita and debt as a percent of property values as of April 30, 2011.

OUTSTANDING DEBT AS OF 4/30/11			
	<u>\$ Outstanding</u>	<u>\$Per Capita</u>	<u>% of Value of Taxable Property</u>
General Property Tax Supported	\$53,260,000	\$692	0.44%
Self-Supported	<u>5,925,000</u>	<u>77</u>	<u>0.05%</u>
Total	\$59,185,000	\$769	0.49%

Note: Self-supported debt is debt for which property taxes are typically abated. The debt service is paid from other sources. The estimated 2009 market value of all taxable property in the Village is \$12.2 billion (equalized assessed value of \$3.7 billion). The population is 76,943 based on the 2005 special census.

A considerable amount of the property taxes for debt service has been abated (reduced from the original property tax levy amount). It is the intent of the Village to continue to abate property taxes on the following bond issues:

2003A Refunding of 1997A – The 1997A capital project bonds were partially refunded. In calendar year 2010, 100% of the debt service will be abated with revenue from TIF III.

2003B Refunding of 1997B – The 1997B senior center bonds were partially refunded. In Calendar year 2010, 40% of the debt service will be abated with revenue from another source.

2005 TIF V – Developer incentive bonds for the Town & Country retail development project. 100% of the debt service will be paid from TIF revenue.

2010 Refunding of 2002A NWCDS Building – The 2002A bonds to renovate and expand the existing NWCDS Building were refunded. 100% of the debt service will be paid by Northwest Central Dispatch Services agency.

In total, the Village will abate \$973,617.50 in property taxes in calendar 2011.

The Village budgets for debt service by setting up a separate operation for each bond issue in the Debt Service Fund. This is done for efficiency and analysis purposes.

DEBT SERVICE FUND

(Continued)

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$7,309,146	7,175,004	7,195,100	7,195,100	7,583,900	\$388,800	5.4%
Interest Income	103,430	64,327	40,000	40,000	40,000	0	0.0%
Bond Proceeds	0	8,485,632	2,889,900	2,889,900	0	(2,889,900)	(100.0%)
Total Revenues	\$7,412,576	\$15,724,963	\$10,125,000	\$10,125,000	\$7,623,900	(\$2,501,100)	(24.7%)
Interfund Transfers In	895,000	960,400	951,700	978,100	973,700	(4,400)	(0.4%)
Total Revenues and Interfund Transfers In	\$8,307,576	\$16,685,363	\$11,076,700	\$11,103,100	\$8,597,600	(\$2,505,500)	(22.6%)
Expenditures							
2001 Bond Principal	870,000	960,000	0	0	0	0	N/A
2001 Interest Expense	452,325	413,462	0	0	0	0	N/A
2002A Bond Principal	150,000	160,000	165,000	165,000	0	(165,000)	(100.0%)
2002A Interest Expense	135,883	131,007	65,752	65,752	0	(65,752)	(100.0%)
2003A Bond Principal	185,000	190,000	200,000	200,000	205,000	5,000	2.5%
2003A Interest Expense	72,163	66,612	60,913	60,913	54,163	(6,750)	(11.1%)
2003B Bond Principal	275,000	285,000	295,000	295,000	305,000	10,000	3.4%
2003B Interest Expense	100,606	92,355	83,806	83,806	73,850	(9,956)	(11.9%)
2004 Bond Principal	100,000	100,000	100,000	100,000	100,000	0	0.0%
2004 Interest Expense	939,975	936,975	933,725	933,725	930,225	(3,500)	(0.4%)
2005 Interest Expense	125,000	190,000	210,000	210,000	235,000	25,000	11.9%
2005 Interest Expense	76,918	72,793	66,523	66,523	59,593	(6,930)	(10.4%)
2006 Bond Principal	900,000	900,000	1,000,000	1,000,000	1,000,000	0	0.0%
2006 Interest Expense	784,000	748,000	712,000	712,000	672,000	(40,000)	(5.6%)
2006A Bond Principal	2,595,000	2,660,000	2,645,000	2,645,000	2,640,000	(5,000)	(0.2%)
2006A Interest Expense	559,600	455,800	349,400	349,400	243,600	(105,800)	(30.3%)
2009A Bond Principal	0	0	620,000	620,000	1,175,000	555,000	89.5%
2009A Interest Expense	0	0	231,714	231,714	175,900	(55,814)	(24.1%)
2009B Bond Principal	0	0	315,000	315,000	380,000	65,000	20.6%
2009B Interest Expense	0	0	59,500	59,500	38,325	(21,175)	(35.6%)
2010 Bond Principal	0	0	20,000	20,000	200,000	180,000	900.0%
2010 Interest Expense	0	0	13,448	13,478	69,863	56,385	418.3%
Agent Fees	2,674	2,677	3,381	3,381	3,881	500	14.8%
Bond Issuance Costs	0	50,878	36,426	36,426	0	(36,426)	(100.0%)
Payment to Escrow Agent	0	8,426,288	2,849,266	2,849,266	0	(2,849,266)	(100.0%)
Total Expenditures	\$8,324,144	\$16,841,847	\$11,035,854	\$11,035,884	\$8,561,400	(\$2,474,484)	(22.4%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$8,324,144	\$16,841,847	\$11,035,854	\$11,035,884	\$8,561,400	(\$2,474,484)	(22.4%)
REVENUES OVER (UNDER) EXPENDITURES	(\$16,568)	(\$156,484)	\$40,846	\$67,216	\$36,200	(\$31,016)	(46.1%)
BEGINNING FUND BALANCE	1,962,895	1,946,327	1,789,843	1,789,843	1,830,689	40,846	2.3%
ENDING FUND BALANCE	\$1,946,327	\$1,789,843	\$1,830,689	\$1,857,059	\$1,866,889	\$9,830	0.5%

DEBT SERVICE FUND (301)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
301-0000-401.05-00	Real Estate Tax	7,309,146	7,175,004	7,195,100	7,195,100	7,583,900	388,800	5.4%
	Real Estate Taxes	7,309,146	7,175,004	7,195,100	7,195,100	7,583,900	388,800	5.4%
301-0000-461.02-00	Interest on Investments	75,056	47,295	40,000	40,000	40,000	0	0.0%
301-0000-462.10-00	Market Value Adjustments	28,374	17,032	0	0	0	0	N/A
	Interest Income	103,430	64,327	40,000	40,000	40,000	0	0.0%
301-0000-491.05-00	Operating Transfer In	895,000	960,400	951,700	978,100	973,700	(4,400)	(0.4%)
301-0000-491.15-00	Bond Proceeds	0	8,380,000	2,855,000	2,855,000	0	(2,855,000)	(100.0%)
301-0000-491.16-00	Bond Premium Proceeds	0	105,632	34,900	34,900	0	(34,900)	(100.0%)
	Other Financing Sources	895,000	9,446,032	3,841,600	3,868,000	973,700	(2,894,300)	(74.8%)
Total Debt Service Fund		8,307,576	16,685,363	11,076,700	11,103,100	8,597,600	(2,505,500)	(22.6%)

DEBT SERVICE FUND (301)

EXPENDITURES

Refunding 2001 (Refunding of 1993 Flood Control V)

9537

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
301-9537-581.60-05	Bond Principal	870,000	960,000	0	0	0	0	0	N/A
301-9537-582.60-15	Interest Expense	452,325	413,462	0	0	0	0	0	N/A
301-9537-582.60-20	Agent Fees	214	214	0	0	0	0	0	N/A
	Debt Service	1,322,539	1,373,676	0	0	0	0	0	N/A
	Total Refunding 2001	1,322,539	1,373,676	0	0	0	0	0	N/A

NWCDS Building 2002A

9538

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
301-9538-581.60-05	Bond Principal	150,000	160,000	165,000	165,000	0	(165,000)	(100.0%)	
301-9538-582.60-15	Interest Expense	135,883	131,007	65,752	65,752	0	(65,752)	(100.0%)	
301-9538-582.60-20	Agent Fees	214	214	272	272	0	(272)	(100.0%)	
	Debt Services	286,097	291,221	231,024	231,024	0	(231,024)	(100.0%)	
301-9538-583.90-98	Payment to Escrow Agent	0	0	2,849,266	2,849,266	0	(2,849,266)	(100.0%)	
	Other Financing Uses	0	0	2,849,266	2,849,266	0	(2,849,266)	(100.0%)	
	Total NWCDS Building 2002A	286,097	291,221	3,080,290	3,080,290	0	(3,080,290)	(100.0%)	

Refunding 2003A (Refunding of 1997A TIF III Portion)

9541

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
301-9541-581.60-05	Bond Principal	185,000	190,000	200,000	200,000	205,000	5,000	2.5%	
301-9541-582.60-15	Interest Expense	72,163	66,612	60,913	60,913	54,163	(6,750)	(11.1%)	
301-9541-582.60-20	Agent Fees	375	749	387	387	737	350	90.4%	
	Debt Service	257,538	257,361	261,300	261,300	259,900	(1,400)	(0.5%)	
	Total Refunding 2003A	257,538	257,361	261,300	261,300	259,900	(1,400)	(0.5%)	

DEBT SERVICE FUND (301)

EXPENDITURES

Refunding 2003B (Refunding of 1997B Senior Center Portion)

9542

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
301-9542-581.60-05	Bond Principal	275,000	285,000	295,000	295,000	305,000	10,000	3.4%
301-9542-582.60-15	Interest Expense	100,606	92,355	83,806	83,806	73,850	(9,956)	(11.9%)
301-9542-582.60-20	Agent Fees	375	0	394	394	450	56	14.2%
	Debt Service	375,981	377,355	379,200	379,200	379,300	100	0.0%
	Total Refunding 2003B	375,981	377,355	379,200	379,200	379,300	100	0.0%

Public Buildings 2004

9544

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
301-9544-581.60-05	Bond Principal	100,000	100,000	100,000	100,000	100,000	0	0.0%
301-9544-582.60-15	Interest Expense	939,975	936,975	933,725	933,725	930,225	(3,500)	(0.4%)
301-9544-582.60-20	Agent Fees	374	375	375	375	375	0	0.0%
	Debt Service	1,040,349	1,037,350	1,034,100	1,034,100	1,030,600	(3,500)	(0.3%)
	Total Public Buildings 2004	1,040,349	1,037,350	1,034,100	1,034,100	1,030,600	(3,500)	(0.3%)

TIF V 2005

9545

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
301-9545-581.60-05	Bond Principal	125,000	190,000	210,000	210,000	235,000	25,000	11.9%
301-9545-582.60-15	Interest Expense	76,918	72,793	66,523	66,523	59,593	(6,930)	(10.4%)
301-9545-582.60-20	Agent Fees	374	375	377	377	407	30	8.0%
	Debt Service	202,292	263,168	276,900	276,900	295,000	18,100	6.5%
	Total TIF V 2005	202,292	263,168	276,900	276,900	295,000	18,100	6.5%

DEBT SERVICE FUND (301)

EXPENDITURES

Public Buildings 2006

9546

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
301-9546-581.60-05	Bond Principal	900,000	900,000	1,000,000	1,000,000	1,000,000	0	0.0%
301-9546-582.60-15	Interest Expense	784,000	748,000	712,000	712,000	672,000	(40,000)	(5.6%)
301-9546-582.60-20	Agent Fees	374	375	400	400	400	0	0.0%
	Debt Service	1,684,374	1,648,375	1,712,400	1,712,400	1,672,400	(40,000)	(2.3%)
	Total Public Buildings 2006	1,684,374	1,648,375	1,712,400	1,712,400	1,672,400	(40,000)	(2.3%)

Refunding 2006A (Refunding of 1997C Refunding and 1998A Fire Station)

9547

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
301-9547-581.60-05	Bond Principal	2,595,000	2,660,000	2,645,000	2,645,000	2,640,000	(5,000)	(0.2%)
301-9547-582.60-15	Interest Expense	559,600	455,800	349,400	349,400	243,600	(105,800)	(30.3%)
301-9547-582.60-20	Agent Fees	374	375	400	400	400	0	0.0%
	Debt Service	3,154,974	3,116,175	2,994,800	2,994,800	2,884,000	(110,800)	(3.7%)
	Total Refunding 2006A	3,154,974	3,116,175	2,994,800	2,994,800	2,884,000	(110,800)	(3.7%)

Refunding 2009A (Refunding of 2001 Refunding)

9548

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
301-9548-581.60-05	Bond Principal	0	0	620,000	620,000	1,175,000	555,000	89.5%
301-9548-582.60-15	Interest Expense	0	0	231,714	231,714	175,900	(55,814)	(24.1%)
301-9548-582.60-20	Agent Fees	0	0	376	376	400	24	6.4%
	Debt Service	0	0	852,090	852,090	1,351,300	499,210	58.6%
301-9548-583.20-06	Bond Issuance Costs	0	50,878	0	0	0	0	N/A
	Contractual Services	0	50,878	0	0	0	0	N/A
301-9548-583.90-98	Payment to Escrow Agent	0	8,426,288	0	0	0	0	N/A
	Other Financing Uses	0	8,426,288	0	0	0	0	N/A
	Total Refunding 2009A	0	8,477,166	852,090	852,090	1,351,300	499,210	58.6%

DEBT SERVICE FUND (301)

EXPENDITURES

Street Resurfacing 2009B

9549

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
301-9549-581.60-05	Bond Principal	0	0	315,000	315,000	380,000	65,000	20.6%
301-9549-582.60-15	Interest Expense	0	0	59,500	59,500	38,325	(21,175)	(35.6%)
301-9549-582.60-20	Agent Fees	0	0	400	400	375	(25)	(6.3%)
	Debt Service	0	0	374,900	374,900	418,700	43,800	11.7%
	Total Refunding 2009B	0	0	374,900	374,900	418,700	43,800	11.7%

Refunding 2010 (Refunding of NWCDs Building 2002)

9550

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
301-9550-581.60-05	Bond Principal	0	0	20,000	20,000	200,000	180,000	900.0%
301-9550-582.60-15	Interest Expense	0	0	13,448	13,478	69,863	56,385	418.3%
301-9550-582.60-20	Agent Fees	0	0	0	0	337	337	N/A
	Debt Service	0	0	33,448	33,478	270,200	236,722	707.1%
301-9550-583.20-06	Bond Issuance Costs	0	0	36,426	36,426	0	(36,426)	(100.0%)
	Contractual Services	0	0	36,426	36,426	0	(36,426)	(100.0%)
	Total Refunding 2010	0	0	69,874	69,904	270,200	200,296	286.5%
	Total Debt Service Fund	8,324,144	16,841,847	11,035,854	11,035,884	8,561,400	210,444	(22.4%)

SUMMARY OF DEBT SERVICE

As of 4/30			SUMMARY OF ANNUAL DEBT SERVICE PAYMENTS						SUMMARY OF OUTSTANDING DEBT (PRINCIPAL)			
Tax Levy Year	Calendar Year	Fiscal Year	-----Tax Supported-----			-----Self Supported-----			GRAND TOTAL	Tax Supported	Self Supported	Total
			PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL				
2010	2011	2012	5,600,000	2,133,900	7,733,900	640,000	183,618	823,618	8,557,518	53,260,000	5,925,000	59,185,000
2011	2012	2013	4,965,000	1,942,394	6,907,394	720,000	165,431	885,431	7,792,825	47,660,000	5,285,000	52,945,000
2012	2013	2014	5,245,000	1,775,200	7,020,200	790,000	143,975	933,975	7,954,175	42,695,000	4,565,000	47,260,000
2013	2014	2015	5,445,000	1,618,775	7,063,775	850,000	119,675	969,675	8,033,450	37,450,000	3,775,000	41,225,000
2014	2015	2016	4,115,000	1,450,975	5,565,975	895,000	92,313	987,313	6,553,288	32,005,000	2,925,000	34,930,000
2015	2016	2017	3,225,000	1,286,125	4,511,125	485,000	62,500	547,500	5,058,625	27,890,000	2,030,000	29,920,000
2016	2017	2018	3,330,000	1,155,250	4,485,250	235,000	46,550	281,550	4,766,800	24,665,000	1,545,000	26,210,000
2017	2018	2019	3,345,000	1,017,050	4,362,050	245,000	40,675	285,675	4,647,725	21,335,000	1,310,000	22,645,000
2018	2019	2020	3,000,000	877,000	3,877,000	255,000	33,325	288,325	4,165,325	17,990,000	1,065,000	19,055,000
2019	2020	2021	2,100,000	749,500	2,849,500	260,000	25,675	285,675	3,135,175	14,990,000	810,000	15,800,000
2020	2021	2022	2,215,000	644,500	2,859,500	270,000	17,875	287,875	3,147,375	12,890,000	550,000	13,440,000
2021	2022	2023	2,325,000	533,750	2,858,750	280,000	9,100	289,100	3,147,850	10,675,000	280,000	10,955,000
2022	2023	2024	2,450,000	417,500	2,867,500	0	0	0	2,867,500	8,350,000	0	8,350,000
2023	2024	2025	2,500,000	295,000	2,795,000	0	0	0	2,795,000	5,900,000	0	5,900,000
2024	2025	2026	1,900,000	170,000	2,070,000	0	0	0	2,070,000	3,400,000	0	3,400,000
2025	2026	2027	1,500,000	75,000	1,575,000	0	0	0	1,575,000	1,500,000	0	1,500,000
			<u>53,260,000</u>	<u>16,141,919</u>	<u>69,401,919</u>	<u>5,925,000</u>	<u>940,711</u>	<u>6,865,711</u>	<u>76,267,630</u>			

SELF SUPPORTED GENERAL OBLIGATION DEBT

As of 4/30			Fund 301-9541 2003A Refunding of 1997A (TIF III Portion)		Fund 301-9545 2005 TIF V		Fund 301-9550 2010 Refunding of 2002A (NWCDS Building)	
Tax Levy Year	Calendar Year	Fiscal Year	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2010	2011	2012	205,000.00	54,162.50	235,000.00	59,592.50	200,000.00	69,862.50
2011	2012	2013	215,000.00	46,731.26	300,000.00	51,837.50	205,000.00	66,862.50
2012	2013	2014	225,000.00	38,400.00	350,000.00	41,787.50	215,000.00	63,787.50
2013	2014	2015	235,000.00	29,400.00	400,000.00	29,712.50	215,000.00	60,562.50
2014	2015	2016	245,000.00	20,000.00	425,000.00	15,512.50	225,000.00	56,800.00
2015	2016	2017	255,000.00	10,200.00			230,000.00	52,300.00
2016	2017	2018					235,000.00	46,550.00
2017	2018	2019					245,000.00	40,675.00
2018	2019	2020					255,000.00	33,325.00
2019	2020	2021					260,000.00	25,675.00
2020	2021	2022					270,000.00	17,875.00
2021	2022	2023					280,000.00	9,100.00
2022	2023	2024						
2023	2024	2025						
2024	2025	2026						
2025	2026	2027						
			<u>1,380,000.00</u>	<u>198,893.76</u>	<u>1,710,000.00</u>	<u>198,442.50</u>	<u>2,835,000.00</u>	<u>543,375.00</u>
Purpose of Issue:			Partial refunding of 1997A capital projects bonds - part of \$2,600,000 issue		TIF V		Refunding of 2002A NWCDS Building addition	
Support Type:			100% Self Supported		100% Self Supported		100% Self Supported GO Bonds intended to be paid from NWCDS rent	
Financial Classification:			General Obligation		General Obligation		General Obligation	
Interest Dates:			June and December		June and December		June and December	
Date of Issue:			December 29, 2003		June 6, 2005		September 7, 2010	
Interest Rate:			2% to 4%		3.30% to 3.65%		1.5% to 3.25%	
Amount of Issue:			\$2,175,000		\$2,235,000		\$2,855,000	
Call Date:			Noncallable		December 1, 2013		December 1, 2018	
Paying Agent:			Bank of New York Midwest Trust Company Chicago, IL		Bank of New York Midwest Trust Company Chicago, IL		Bank of New York Midwest Trust Company Chicago, IL	

SELF SUPPORTED GENERAL OBLIGATION DEBT

As of 4/30			TOTAL SELF SUPPORTED		
Tax Levy Year	Calendar Year	Fiscal Year	PRINCIPAL	INTEREST	TOTAL
2010	2011	2012	640,000.00	183,617.50	823,617.50
2011	2012	2013	720,000.00	165,431.26	885,431.26
2012	2013	2014	790,000.00	143,975.00	933,975.00
2013	2014	2015	850,000.00	119,675.00	969,675.00
2014	2015	2016	895,000.00	92,312.50	987,312.50
2015	2016	2017	485,000.00	62,500.00	547,500.00
2016	2017	2018	235,000.00	46,550.00	281,550.00
2017	2018	2019	245,000.00	40,675.00	285,675.00
2018	2019	2020	255,000.00	33,325.00	288,325.00
2019	2020	2021	260,000.00	25,675.00	285,675.00
2020	2021	2022	270,000.00	17,875.00	287,875.00
2021	2022	2023	280,000.00	9,100.00	289,100.00
2022	2023	2024	0.00	0.00	0.00
2023	2024	2025	0.00	0.00	0.00
2024	2025	2026	0.00	0.00	0.00
2025	2026	2027	0.00	0.00	0.00
			<u>5,925,000.00</u>	<u>940,711.26</u>	<u>6,865,711.26</u>

TAX SUPPORTED GENERAL OBLIGATION DEBT

As of 4/30			Fund 301-9542 2003B		Fund 301-9544 2004		Fund 301-9546 2006	
Tax Levy Year	Calendar Year	Fiscal Year	Refunding of 1997B (Senior Center)		Public Buildings		Public Buildings	
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2010	2011	2012	305,000.00	73,850.00	100,000.00	930,225.00	1,000,000.00	672,000.00
2011	2012	2013	325,000.00	62,793.76	100,000.00	926,475.00	1,400,000.00	632,000.00
2012	2013	2014	320,000.00	50,200.00	100,000.00	922,475.00	1,500,000.00	576,000.00
2013	2014	2015	315,000.00	37,400.00	100,000.00	918,475.00	1,400,000.00	516,000.00
2014	2015	2016	310,000.00	24,800.00	100,000.00	914,375.00	3,400,000.00	460,000.00
2015	2016	2017	310,000.00	12,400.00	500,000.00	910,125.00	2,100,000.00	324,000.00
2016	2017	2018			1,000,000.00	888,250.00	2,000,000.00	240,000.00
2017	2018	2019			1,000,000.00	843,250.00	2,000,000.00	160,000.00
2018	2019	2020			1,000,000.00	797,000.00	2,000,000.00	80,000.00
2019	2020	2021			2,100,000.00	749,500.00	0.00	0.00
2020	2021	2022			2,215,000.00	644,500.00	0.00	0.00
2021	2022	2023			2,325,000.00	533,750.00	0.00	0.00
2022	2023	2024			2,450,000.00	417,500.00	0.00	0.00
2023	2024	2025			2,500,000.00	295,000.00	0.00	0.00
2024	2025	2026			1,900,000.00	170,000.00	0.00	0.00
2025	2026	2027			1,500,000.00	75,000.00	0.00	0.00
			<u>1,885,000.00</u>	<u>261,443.76</u>	<u>18,990,000.00</u>	<u>10,935,900.00</u>	<u>16,800,000.00</u>	<u>3,660,000.00</u>

Purpose of Issue:	Advance refunding of 1997B	Public building projects including L.A. Hanson Public Works Facility, Municipal Building Complex and Fire Station #1	Public building projects including John C. Woods Municipal Complex
Support Type:	Partially tax supported	100% tax supported	100% tax supported
Financial Classification:	General Obligation	General Obligation	General Obligation
Interest Dates:	June and December	June and December	June and December
Date of Issue:	December 29, 2003	May 3, 2004	October 3, 2006
Interest Rate:	2% to 4%	3% to 5%	4.0%
Call Date:	Noncallable	December 1, 2012	December 1, 2014
Amount of Issue:	\$3,330,000	\$20,000,000	\$20,000,000
Paying Agent:	Bank of New York Midwest Trust Company Chicago, IL	Bank of New York Midwest Trust Company Chicago, IL	Bank of New York Midwest Trust Company Chicago, IL

TAX SUPPORTED GENERAL OBLIGATION DEBT

As of 4/30			Fund 301-9547 2006A		Fund 301-9548 2009A		Fund 301-9549 2009B	
Tax Levy Year	Calendar Year	Fiscal Year	Refunding of 1997C & 1998A		Refunding of 2001		Street Resurfacing	
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2010	2011	2012	2,640,000.00	243,600.00	1,175,000.00	175,900.00	380,000.00	38,325.00
2011	2012	2013	1,590,000.00	138,000.00	1,140,000.00	152,400.00	410,000.00	30,725.00
2012	2013	2014	275,000.00	74,400.00	2,610,000.00	129,600.00	440,000.00	22,525.00
2013	2014	2015	290,000.00	63,400.00	2,835,000.00	70,875.00	505,000.00	12,625.00
2014	2015	2016	305,000.00	51,800.00	0.00	0.00	0.00	0.00
2015	2016	2017	315,000.00	39,600.00	0.00	0.00	0.00	0.00
2016	2017	2018	330,000.00	27,000.00	0.00	0.00	0.00	0.00
2017	2018	2019	345,000.00	13,800.00	0.00	0.00	0.00	0.00
2018	2019	2020	0.00	0.00	0.00	0.00	0.00	0.00
2019	2020	2021	0.00	0.00	0.00	0.00	0.00	0.00
2020	2021	2022	0.00	0.00	0.00	0.00	0.00	0.00
2021	2022	2023	0.00	0.00	0.00	0.00	0.00	0.00
2022	2023	2024	0.00	0.00	0.00	0.00	0.00	0.00
2023	2024	2025	0.00	0.00	0.00	0.00	0.00	0.00
2024	2025	2026	0.00	0.00	0.00	0.00	0.00	0.00
2025	2026	2027	0.00	0.00	0.00	0.00	0.00	0.00
			6,090,000.00	651,600.00	7,760,000.00	528,775.00	1,735,000.00	104,200.00

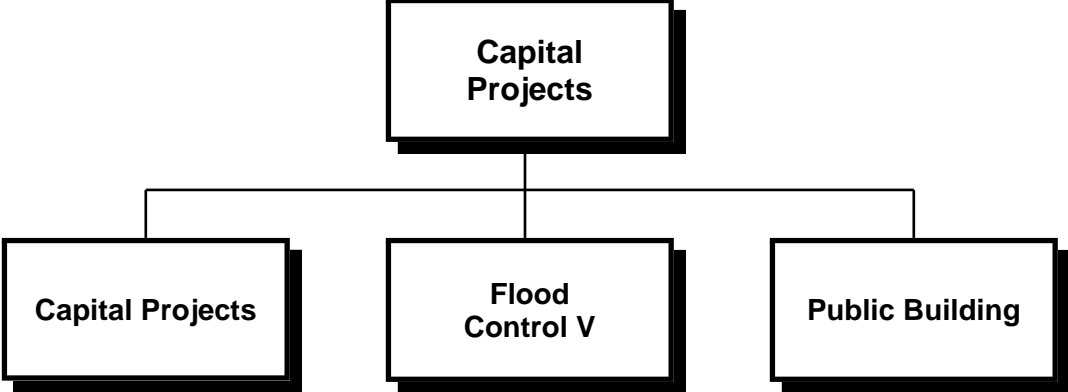
Purpose of Issue:	Refunding of 1997C (Refunding of 1992A & 1992B) and 1998A (Fire Station)	Refunding of 2001 (Refunding of 1993 Flood V)	2010 Street Resurfacing Program
Support Type:	100% tax supported	100% tax supported	100% tax supported
Financial Classification:	General Obligation	General Obligation	General Obligation
Interest Dates:	June and December	June and December	June and December
Date of Issue:	October 30, 2006	September 8, 2009	August 4, 2009
Interest Rate:	4.0%	2.0%	2.0%
Call Date:	December 1, 2014	Noncallable	Noncallable
Amount of Issue:	\$16,515,000	\$8,380,000	\$2,050,000
Paying Agent:	Bank of New York Midwest Trust Company Chicago, IL	Bank of New York Midwest Trust Company Chicago, IL	Bank of New York Midwest Trust Company Chicago, IL

TAX SUPPORTED GENERAL OBLIGATION DEBT

As of 4/30			TOTAL TAX SUPPORTED		
Tax Levy Year	Calendar Year	Fiscal Year	PRINCIPAL	INTEREST	TOTAL
2010	2011	2012	5,600,000.00	2,133,900.00	7,733,900.00
2011	2012	2013	4,965,000.00	1,942,393.76	6,907,393.76
2012	2013	2014	5,245,000.00	1,775,200.00	7,020,200.00
2013	2014	2015	5,445,000.00	1,618,775.00	7,063,775.00
2014	2015	2016	4,115,000.00	1,450,975.00	5,565,975.00
2015	2016	2017	3,225,000.00	1,286,125.00	4,511,125.00
2016	2017	2018	3,330,000.00	1,155,250.00	4,485,250.00
2017	2018	2019	3,345,000.00	1,017,050.00	4,362,050.00
2018	2019	2020	3,000,000.00	877,000.00	3,877,000.00
2019	2020	2021	2,100,000.00	749,500.00	2,849,500.00
2020	2021	2022	2,215,000.00	644,500.00	2,859,500.00
2021	2022	2023	2,325,000.00	533,750.00	2,858,750.00
2022	2023	2024	2,450,000.00	417,500.00	2,867,500.00
2023	2024	2025	2,500,000.00	295,000.00	2,795,000.00
2024	2025	2026	1,900,000.00	170,000.00	2,070,000.00
2025	2026	2027	1,500,000.00	75,000.00	1,575,000.00
			<u>53,260,000.00</u>	<u>16,141,918.76</u>	<u>69,401,918.76</u>

CAPITAL PROJECT FUNDS

ORGANIZATION STRUCTURE



► **Fund at a Glance**

This fund accounts for capital acquisitions and construction projects of a significant nature, as well as scheduled replacement of fixed assets other than vehicles.

Restrictions:

VILLAGE POLICY – The Village's policy requires one time revenues to be used for one time expenditures.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$3,896,119	\$3,701,004	\$4,025,300	\$3,966,200	\$4,109,100	\$142,900	3.6%
Intergovernmental	386,000	0	490,300	2,625,050	1,196,500	(1,428,550)	(54.4%)
Service Charges	8,863	6,609	3,000	2,000	2,000	0	0.0%
Interest Income	191,111	97,429	70,000	40,000	40,000	0	0.0%
Other	624,548	2,427,293	77,300	27,000	30,000	3,000	11.1%
Total Revenues	\$5,106,641	\$6,232,335	\$4,665,900	\$6,660,250	\$5,377,600	(\$1,282,650)	(19.3%)
Interfund Transfers In	138,815	60,000	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$5,245,456	\$6,292,335	\$4,665,900	\$6,660,250	\$5,377,600	(\$1,282,650)	(19.3%)
Expenditures							
Contractual Services	\$66,093	\$85,085	\$126,900	\$313,841	\$186,900	(\$126,941)	(40.4%)
Other Charges	0	0	0	171,219	200,000	28,781	16.8%
Capital Items	6,768,706	4,514,721	4,696,700	9,328,989	6,949,700	(2,379,289)	(25.5%)
Total Expenditures	\$6,834,799	\$4,599,806	\$4,823,600	\$9,814,049	\$7,336,600	(\$2,477,449)	(25.2%)
Interfund Transfers Out	0	1,999,697	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$6,834,799	\$6,599,503	\$4,823,600	\$9,814,049	\$7,336,600	(\$2,477,449)	(25.2%)
REVENUES OVER (UNDER) EXPENDITURES	(\$1,589,343)	(\$307,168)	(\$157,700)	(\$3,153,799)	(\$1,959,000)	\$1,194,799	(37.9%)
BEGINNING FUND BALANCE	8,058,603	6,469,260	6,162,092	6,162,092	6,004,392	(157,700)	(2.6%)
ENDING FUND BALANCE	\$6,469,260	\$6,162,092	\$6,004,392	\$3,008,293	\$4,045,392	\$1,037,099	34.5%

CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET
REVENUES											
TAXES - PROPERTY TAXES			2,165,033	2,151,487	2,416,200	2,416,200	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
HOME RULE SALES TAX			1,731,086	1,549,517	1,609,100	1,550,000	1,609,100	1,636,000	1,686,000	1,736,000	1,788,000
GRANTS	(5)	(10)	386,000	0	78,900	2,323,250	1,061,000	2,500,000	0	0	0
ENERGY EFFICIENCY & CONSERVATION BLOCK GR(11)			0	0	411,400	301,800	135,500	0	0	0	0
SERVICE CHARGES			8,863	6,609	3,000	2,000	2,000	1,000	1,000	100	100
INTEREST INCOME			191,111	97,429	70,000	40,000	40,000	40,000	40,000	40,000	40,000
REIMBURSED ACTIVITY - PARK DISTRICT(8)			550,455	0	0	0	0	0	0	0	0
FORFEITURES			42,430	121,210	3,900	0	0	0	0	0	0
BOND PROCEEDS			0	2,074,888	0	0	0	0	0	0	0
OTHER			31,663	231,195	73,400	27,000	30,000	0	0	0	0
TRANSFER IN FROM CDBG FUND			0	60,000	0	0	0	0	0	0	0
TRANSFER IN FROM PUBLIC BUILDING FUND			105,000	0	0	0	0	0	0	0	0
TRANSFER IN FROM CRIMINAL INVEST. FUND			33,815	0	0	0	0	0	0	0	0
TOTAL REVENUES			5,245,456	6,292,335	4,665,900	6,660,250	5,377,600	6,677,000	4,227,000	4,276,100	4,328,100

EXPENDITURES

BUILDING & LAND

Overhead Door Replacement		BL-90-04	10,000	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Public Works Annex Improvements	(1)	BL-93-02	16,000	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Building Equipment Replacement		BL-95-04	87,200	1,224	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Municipal Buildings Refurbishing		BL-95-05	100,200	22,422	35,900	35,850	30,000	30,000	30,000	30,000	30,000
Roof Maintenance Program		BL-95-06	28,900	3,200	75,000	75,000	300,000	125,700	267,500	50,000	29,500
Heating Plant/Air Conditioner Replacement		BL-96-01	36,500	25,714	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Ongoing Maintenance to Brick Exteriors	(2)	BL-96-03	69,600	6,583	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Historical Society Museum - Building Repairs		BL-96-04	25,000	9,547	30,000	25,000	50,000	25,000	25,000	25,000	25,000
Emergency Operations Center (EOC)		BL-07-01	25,000	0	0	0	0	0	0	0	0
Emergency Power for Senior Center		BL-08-02	432,000	213,734	0	0	0	0	0	0	0
Replace Trench Drains in Fleet Operation		BL-08-03	32,000	4,105	0	0	0	0	0	0	0
Replacement Salt Dome		BL-09-03	234,400	0	0	0	0	0	0	0	0
Police Building Lead Cleanup		BL-09-05	204,900	0	0	0	0	0	0	0	0
Police Building Maintenance		BL-10-04	0	5,880	2,500	2,500	0	0	0	0	0
SUBTOTAL - BLDG & LAND			1,301,700	292,409	243,400	238,350	480,000	280,700	422,500	205,000	184,500

EQUIPMENT

Oper. Equipment - Public Works/Municipal Bldgs	(3)	EQ-94-01	105,400	26,331	68,000	64,028	125,100	123,500	139,900	65,000	72,100
Oper. Equipment - Police Department		EQ-95-01	62,200	46,163	106,200	106,235	66,600	58,100	66,100	66,100	66,600
Oper. Equipment - Fire Department		EQ-95-02	145,000	163,939	155,000	170,000	110,000	113,000	117,000	100,000	109,000
Office Equipment		EQ-95-03	25,000	46,270	31,600	31,781	26,500	25,000	25,000	25,000	25,000
Oper. Equipment - Municipal Fleet Services		EQ-97-01	7,000	8,145	4,000	34,000	8,000	11,100	22,300	30,500	31,000
Oper. Equipment - Information Technology		EQ-01-03	200,000	158,791	79,200	79,157	65,000	85,000	95,000	80,000	150,000
Oper. Equipment - Engineering Department		EQ-01-04	4,500	4,468	5,000	5,000	5,000	5,000	5,000	0	0
Procurement Card Program and Tracking Software		EQ-07-04	4,900	0	0	0	0	0	0	0	0
Operational Equipment - Teen Center		EQ-08-01	10,200	3,474	0	0	0	0	0	0	0
Patrol Vehicle Equipment Replacement Program		EQ-08-03	71,700	23,008	15,000	15,000	0	35,000	0	0	0
2-Way Mobile Radio Replacement	(4)	EQ-09-05	0	0	0	0	0	180,000	0	0	0
Liquid De-icing Tanks and Mixing Equipment		EQ-09-06	58,300	0	0	0	0	0	0	0	0
Computerized Fluid Delivery/Accountability System		EQ-10-01	0	0	32,000	31,959	0	0	0	0	0
SUBTOTAL - EQUIPMENT			694,200	480,589	496,000	537,160	406,200	635,700	470,300	366,600	453,700

SEWERS

Flood Control - District Initiative Grant		SW-11-02	0	0	0	200,000	0	0	0	0	0
SUBTOTAL - SEWERS			0	0	0	200,000	0	0	0	0	0

SIGNALS

Traffic Signal Imprv at Northwest Hwy/Wilke	(5)	SG-08-02	0	15,348	120,900	2,120,947	1,000,000	3,000,000	0	0	0
SUBTOTAL - SIGNALS			0	15,348	120,900	2,120,947	1,000,000	3,000,000	0	0	0

STREETS

Street Resurfacing Program		ST-90-08	3,024,199	3,001,926	3,005,000	3,186,273	3,200,000	3,300,000	3,400,000	3,500,000	3,600,000
Sidewalk & Curb Replacement		ST-90-11	998,100	533,939	295,000	303,514	305,000	315,000	325,000	335,000	345,000
Northwest Highway Beautification Projects		ST-94-08	17,600	0	0	0	0	0	0	0	0
Green Corridor Beautification	(6)	ST-99-03	155,000	56,768	8,200	53,232	20,000	0	0	0	0
Street Light Cable Replacement		ST-00-01	10,000	16,323	11,400	11,437	10,000	10,000	10,000	10,000	10,000
HPS Street Light Conversion		ST-00-03	19,800	9,496	5,400	5,353	5,000	0	0	0	0
Gateway Signs & Beautification		ST-01-01	135,900	46,445	17,500	17,499	0	0	0	0	0
Arterial Street Lighting Program		ST-04-01	130,000	44,142	0	0	0	0	0	0	0
UPRR Pedestrian Underpass-Kensington/NW Hwy		ST-04-03	0	3,777	40,600	40,617	0	0	0	0	0
Paver Brick Maintenance		ST-05-01	29,300	22,204	58,900	58,854	25,000	25,000	25,000	25,000	25,000
Northwest Hwy/Davis Street/Arthur Avenue	(7)	ST-05-03	119,500	23,737	6,000	2,162,494	1,186,900	969,600	0	0	0
Solar Bike Shelter (Downtown Redevelopment)		ST-07-01	0	0	78,900	123,300	0	0	0	0	0
Bike Path Maintenance		ST-08-02	27,000	0	0	0	0	0	0	0	0
Northwest Community Hospital Area Traffic Improv.		ST-08-04	48,000	6,703	0	0	0	0	0	0	0
Parking Lot Resurfacing	(8)	ST-09-01	0	0	25,000	25,000	25,000	0	20,000	0	0
Davis Street Bike Lanes		ST-09-02	20,000	0	0	0	0	0	0	0	0
McDonald Creek Bike Trail Repair		ST-09-03	0	0	0	50,000	50,000	0	0	0	0

CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET	
STREETS (cont.)												
Douglas Avenue Multi-Use Path		ST-09-04	0	0	0	30,000	30,000	0	0	0	0	
Asphalt Patching		ST-09-14	104,500	0	0	0	0	0	0	0	0	
Commuter Drive Reconstruction	(9)	ST-11-05	0	0	0	177,000	177,000	0	0	0	0	
Davis/Sigwalt Streets Fencing/Landscape Upgrade	(10)	ST-12-01	0	0	0	0	81,000	0	0	0	0	
SUBTOTAL - STREETS			4,838,899	3,765,460	3,551,900	6,244,573	5,114,900	4,619,600	3,780,000	3,870,000	3,980,000	
EECBG PROJECTS (until 5/25/11)												
(11)												
North & South Side Decorative Lighting		MS-10-01	0	0	161,700	142,800	0	0	0	0	0	
Downtown LED Lighting		MS-10-01	0	0	74,800	0	0	0	0	0	0	
Underground Garage Lighting		MS-10-01	0	0	69,900	0	0	0	0	0	0	
Municipal Garage Lighting		MS-10-01	0	0	63,000	0	0	0	0	0	0	
GHG Emmissions/Implementation		MS-10-02	0	0	0	10,000	10,000	0	0	0	0	
PW LEED Analysis		MS-10-04	0	0	5,000	5,000	0	0	0	0	0	
Residential Energy Loans		MS-10-05	0	0	25,000	67,000	46,400	0	0	0	0	
Small Business Energy Loans		MS-10-06	0	0	0	67,000	71,400	0	0	0	0	
Teen Center Boiler		MS-10-07	0	0	12,000	0	0	0	0	0	0	
Energy Exhibit		MS-10-09	0	0	0	0	7,700	0	0	0	0	
SUBTOTAL - EECBG PROJECTS			0	0	411,400	291,800	135,500	0	0	0	0	
OPERATING CONTINGENCY			0	0	0	171,219	200,000	0	0	0	0	
BOND ISSUANCE COSTS			0	46,000	0	0	0	0	0	0	0	
TRANSFER OUT TO GENERAL FUND			0	1,999,697	0	0	0	0	0	0	0	
TOTAL EXPENDITURES			6,834,799	6,599,503	4,823,600	9,804,049	7,336,600	8,536,000	4,672,800	4,441,600	4,618,200	
BEGINNING FUND BALANCE			8,058,603	6,469,260	6,162,092		6,004,392	4,045,392	2,186,392	1,740,592	1,575,092	
REVENUES OVER (UNDER) EXPENDS.			(1,589,343)	(307,168)	(157,700)	(3,143,799)	(1,959,000)	(1,859,000)	(445,800)	(165,500)	(290,100)	
ENDING FUND BALANCE			6,469,260	6,162,092	6,004,392		4,045,392	2,186,392	1,740,592	1,575,092	1,284,992	
Fund Balance as a Percent of Expenditures								55%	26%	37%	35%	28%

PROJECTS WITH SECOND FUND SOURCE AND/OR FUNDED WITH GRANTS

(1) Public Works Annex Improvements	BL-93-02	Ongoing program also funded with Water & Sewer Fund revenue.
(2) Ongoing Maintenance to Brick Exteriors	BL-96-03	Ongoing program also funded with Parking Fund revenue.
(3) Operational Equipment - Public Works	EQ-94-01	Ongoing program also funded with Water & Sewer Fund revenue.
(4) 2-Way Mobile Radio Replacement	EQ-09-02	Funded 80% by Capital Projects Fund as shown on this schedule and 20% by Water & Sewer Fund revenue.
(5) Traffic Signal Imprv at Northwest Hwy/Wilke	SG-08-02	Village reimbursed by State for \$2,000,000 and another \$1,500,000 in STP and CMAQ grant funding is being sought.
(6) Green Corridor Beautification	ST-99-03	Program also funded from TIF IV (\$95,000) in FY2016. Another \$540,000 is unfunded.
(7) Northwest Hwy/Davis Street/Arthur Avenue	ST-05-03	Village share only; State share not included in this budget.
(8) Parking Lot Resurfacing	ST-09-01	Ongoing program primarily funded from the Municipal Parking Fund. Included here are Lots B, C, E, K & Y.
(9) Commuter Drive Reconstruction	ST-11-05	Village share only - CMAQ Grant and STP funding not included in this budget.
(10) Davis/Sigwalt Streets Fencing/Landscape Upgrade	ST-12-01	\$20,000 funded by Capital Projects Fund and \$61,000 funded by ITEP Grant. Another \$200,000 is unfunded.
(11) EECBG Projects	MS-10-XX	Projects totaling \$546,900 funded with Energy Efficiency & Conservation Block Grant (EECBG) funds. Total EE&CB Grant is \$714,000 - balance is budgeted in the General, Water & Sewer and Fleet Funds.

CAPITAL PROJECTS FUND (401)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
401-0000-401.05-00	Real Estate Tax	2,165,032	2,151,487	2,416,200	2,416,200	2,500,000	83,800	3.5%
	Real Estate Taxes	2,165,032	2,151,487	2,416,200	2,416,200	2,500,000	83,800	3.5%
401-0000-402.30-00	Sales Tax Home Rule	1,731,087	1,549,517	1,609,100	1,550,000	1,609,100	59,100	3.8%
	Business Taxes	1,731,087	1,549,517	1,609,100	1,550,000	1,609,100	59,100	3.8%
401-0000-411.54-00	EE&C Block Grant (EECBG)	0	0	411,400	301,800	135,500	(166,300)	(55.1%)
401-0000-411.55-00	State Grant	375,000	0	0	2,200,000	1,000,000	(1,200,000)	(54.5%)
401-0000-411.70-00	Other Grants	11,000	0	78,900	123,250	61,000	(62,250)	(50.5%)
	Intergovernmental	386,000	0	490,300	2,625,050	1,196,500	(1,428,550)	(54.4%)
401-0000-451.25-00	Service Charge Spec Asses	8,863	6,609	3,000	2,000	2,000	0	0.0%
	Charges for Services	8,863	6,609	3,000	2,000	2,000	0	0.0%
401-0000-461.02-00	Interest on Investments	131,390	74,918	70,000	40,000	40,000	0	0.0%
401-0000-462.10-00	Market Value Adjustments	59,721	22,511	0	0	0	0	N/A
	Interest Income	191,111	97,429	70,000	40,000	40,000	0	0.0%
401-0000-489.87-00	Developer Contributions	10,005	0	0	0	0	0	N/A
401-0000-489.90-00	Other Income	572,113	231,195	73,400	27,000	30,000	3,000	11.1%
401-0000-489.92-00	Bond Forfeitures	42,430	121,210	3,900	0	0	0	N/A
	Other	624,548	352,405	77,300	27,000	30,000	3,000	11.1%
401-0000-491.05-00	Operating Transfer In	138,815	60,000	0	0	0	0	N/A
401-0000-491.15-00	Bond Proceeds	0	2,050,000	0	0	0	0	N/A
401-0000-491.16-00	Bond Premium Proceeds	0	24,888	0	0	0	0	N/A
	Other Financing Sources	138,815	2,134,888	0	0	0	0	N/A
	Total Capital Imprv & Equip	5,245,456	6,292,335	4,665,900	6,660,250	5,377,600	(1,282,650)	(19.3%)

CAPITAL PROJECTS FUND (401)

EXPENDITURES

Board of Trustees

0101

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-0101-572.50-10	Office Equipment	0	0	2,800	3,000	0	(3,000)	(100.0%)
	Capital Outlay	0	0	2,800	3,000	0	(3,000)	(100.0%)
	Total Board of Trustees	0	0	2,800	3,000	0	(3,000)	(100.0%)

Legal

0401

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-0401-572.50-10	Office Equipment	0	0	0	0	6,500	6,500	N/A
	Capital Outlay	0	0	0	0	6,500	6,500	N/A
	Total Legal	0	0	0	0	6,500	6,500	N/A

Finance

0501

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-0501-572.50-10	Office Equipment	4,938	20,036	3,600	3,555	0	(3,555)	(100.0%)
	Capital Outlay	4,938	20,036	3,600	3,555	0	(3,555)	(100.0%)
	Total Finance	4,938	20,036	3,600	3,555	0	(3,555)	(100.0%)

CAPITAL PROJECTS FUND (401)

EXPENDITURES

IT

0601

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-0601-572.50-15	Other Equipment	110,261	158,791	79,200	79,157	65,000	(14,157)	(17.9%)
	Capital Outlay	110,261	158,791	79,200	79,157	65,000	(14,157)	(17.9%)
Total IT		110,261	158,791	79,200	79,157	65,000	(14,157)	(17.9%)

Police

3001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-3001-572.50-10	Office Equipment	0	0	23,600	23,651	20,000	(3,651)	(15.4%)
401-3001-572.50-15	Other Equipment	123,028	69,171	121,200	121,235	66,600	(54,635)	(45.1%)
	Capital Outlay	123,028	69,171	144,800	144,886	86,600	(58,286)	(40.2%)
Total Police		123,028	69,171	144,800	144,886	86,600	(58,286)	(40.2%)

Fire

3501

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-3501-572.50-15	Other Equipment	125,470	163,939	155,000	170,000	110,000	(60,000)	(35.3%)
	Capital Outlay	125,470	163,939	155,000	170,000	110,000	(60,000)	(35.3%)
Total Fire		125,470	163,939	155,000	170,000	110,000	(60,000)	(35.3%)

CAPITAL PROJECTS FUND (401)

EXPENDITURES

Planning & Community Development

4001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-4001-572.50-10	Office Equipment	0	5,239	0	0	0	0	N/A
401-4001-571.50-20	Building Improvements	0	0	78,900	123,300	0	(123,300)	(100.0%)
401-4001-571.50-30	Road Projects	73,512	103,213	25,700	70,731	101,000	30,269	42.8%
401-4001-571.50-60	EECBG Projects	0	0	411,400	301,800	135,500	(166,300)	(55.1%)
	Capital Outlay	73,512	108,452	516,000	495,831	236,500	(259,331)	(52.3%)
	Total Planning	73,512	108,452	516,000	495,831	236,500	(259,331)	(52.3%)

Building

4501

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-4501-572.50-10	Office Equipment	0	0	1,600	1,575	0	(1,575)	(100.0%)
	Capital Outlay	0	0	1,600	1,575	0	(1,575)	(100.0%)
	Total Building	0	0	1,600	1,575	0	(1,575)	(100.0%)

Engineering

5001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-5001-571.20-05	Professional Services	66,093	39,085	126,900	313,841	186,900	(126,941)	(40.4%)
	Contractual Services	66,093	39,085	126,900	313,841	186,900	(126,941)	(40.4%)
401-5001-572.50-10	Office Equipment	3,728	4,468	5,000	5,000	5,000	0	0.0%
401-5001-571.50-25	Constnction in Progress	0	0	0	200,000	0	(200,000)	(100.0%)
401-5001-571.50-30	Road Projects	3,894,996	3,052,771	3,030,000	7,357,873	5,402,000	(1,955,873)	(26.6%)
401-5001-571.50-45	Sidewalk Program	955,063	533,940	295,000	383,514	385,000	1,486	0.4%
	Capital Outlay	4,853,787	3,591,179	3,330,000	7,946,387	5,792,000	(2,154,387)	(27.1%)
	Total Engineering	4,919,880	3,630,264	3,456,900	8,260,228	5,978,900	(2,281,328)	(27.6%)

CAPITAL PROJECTS FUND (401)

EXPENDITURES

Health Services

7001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-7001-572.50-10	Office Equipment	8,460	13,935	0	0	0	0	N/A
	Capital Outlay	8,460	13,935	0	0	0	0	N/A
	Total Health Services	8,460	13,935	0	0	0	0	N/A

Youth Services

7006

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-7006-572.50-10	Office Equipment	0	0	0	0	0	0	N/A
401-7006-572.50-15	Other Equipment	10,190	3,474	0	0	0	0	N/A
	Capital Outlay	10,190	3,474	0	0	0	0	N/A
	Total Youth Services	10,190	3,474	0	0	0	0	N/A

Senior Services

7007

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-7007-572.50-10	Office Equipment	0	3,880	0	0	0	0	N/A
	Capital Outlay	0	3,880	0	0	0	0	N/A
	Total Senior Services	0	3,880	0	0	0	0	N/A

CAPITAL PROJECTS FUND (401)

EXPENDITURES

Public Works

7101

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-7101-572.50-15	Other Equipment	104,679	26,331	64,400	60,428	96,100	35,672	59.0%
401-7101-571.50-20	Building Improvements	1,206,914	292,409	243,400	238,350	480,000	241,650	101.4%
401-7101-571.50-30	Road Projects	141,902	51,799	116,300	116,261	40,000	(76,261)	(65.6%)
	Capital Outlay	1,453,495	370,539	424,100	415,039	616,100	201,061	48.4%
	Total Public Works	1,453,495	370,539	424,100	415,039	616,100	201,061	48.4%

Municipal Buildings & Grounds

7105

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-7105-572.50-15	Other Equipment	0	0	3,600	3,600	29,000	25,400	705.6%
	Capital Outlay	0	0	3,600	3,600	29,000	25,400	705.6%
	Total Mun Bld & Grds	0	0	3,600	3,600	29,000	25,400	705.6%

Municipal Fleet Services

7501

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-7501-572.50-15	Other Equipment	5,565	11,325	36,000	65,959	8,000	(57,959)	(87.9%)
	Capital Outlay	5,565	11,325	36,000	65,959	8,000	(57,959)	(87.9%)
	Total Mun Fleet Serv	5,565	11,325	36,000	65,959	8,000	(57,959)	(87.9%)

CAPITAL PROJECTS FUND (401)

EXPENDITURES

Debt Service

9549

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-9549-583.20-06	Bond Issuance Costs	0	46,000	0	0	0	0	N/A
	Contractual Services	0	46,000	0	0	0	0	N/A
	Total Debt Service	0	46,000	0	0	0	0	N/A

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
401-9901-571.40-96	Operating Contingency	0	0	0	171,219	200,000	28,781	16.8%
401-9901-591.90-05	Operating Transfer Out	0	1,999,697	0	0	0	0	N/A
	Other Charges	0	1,999,697	0	171,219	200,000	28,781	16.8%
	Total Non-Operating	0	1,999,697	0	171,219	200,000	28,781	16.8%
	Total Capital Projects Fund	6,834,799	6,599,503	4,823,600	9,814,049	7,336,600	(2,477,449)	(25.2%)

CAPITAL PROJECTS FUND (401)

EXPENDITURE DETAIL

BOARD OF TRUSTEES

0101

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-0101-572.50-10	Office Equipment	Office Equipment (EQ9503) Server for webcasting of Village Board meetings	3,000	0
TOTAL CAPITAL OUTLAY			<u>3,000</u>	<u>0</u>
TOTAL BOARD OF TRUSTEES			<u>3,000</u>	<u>0</u>

LEGAL

0401

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-0401-572.50-10	Office Equipment	Office Equipment (EQ9503) Replacement copier	0	6,500
TOTAL CAPITAL OUTLAY			<u>0</u>	<u>6,500</u>
TOTAL LEGAL			<u>0</u>	<u>6,500</u>

FINANCE

0501

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-0501-572.50-10	Office Equipment	Office Equipment (EQ9503) Budget amendment - replacement of Finance Department copier	3,555	0
TOTAL CAPITAL OUTLAY			<u>3,555</u>	<u>0</u>
TOTAL FINANCE			<u>3,555</u>	<u>0</u>

CAPITAL PROJECTS FUND (401)

EXPENDITURE DETAIL

INFORMATION TECHNOLOGY (IT)

0601

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-0601-572.50-15	Other Equipment	IT Operational Equipment (EQ0103)	79,157	65,000
		Software licensing (Microsoft, Cartegraph)	35,000	50,000
		EOC Router/Switch Upgrade	0	15,000
		Document Management/Imaging Project	15,000	0
		Police & Fire Communications	15,000	0
		Prior Year Encumbrance Carryover	14,157	0
		TOTAL CAPITAL OUTLAY	79,157	65,000
		TOTAL IT	79,157	65,000

POLICE

3001

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-3001-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		4 Replacement copiers (budget amend)	23,651	20,000
401-3001-572.50-15	Other Equipment	Police Operational Equipment (EQ9501)	106,235	66,600
		Motorola handheld radios (8)	25,600	25,000
		Decatur Genesis radars (4)	6,000	6,000
		Weapons replacement (8)	8,000	8,000
		VRM 850 modems (2)	25,400	6,600
		Radar trailer/traffic analyzer (1)	0	18,000
		Flat panel monitors (2)	0	3,000
		Ballistic shields (3)	9,000	0
		L.I.D.A.R. radars (3)	9,000	0
		Prior Year Encumbrance Carryover	23,235	0
		Police Vehicle Equipment Repl (EQ0803)	15,000	0
		TOTAL CAPITAL OUTLAY	144,886	86,600
		TOTAL POLICE	144,886	86,600

CAPITAL PROJECTS FUND (401)

EXPENDITURE DETAIL

FIRE

3501

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-3501-572.50-15	Other Equipment	Fire Operational Equipment (EQ9502)	170,000	110,000
		Self-contained breathing apparatus (2)	100,000	10,000
		Portable Defib & communications pkg (1)	32,000	34,000
		Combination hydraulic rescue tools (2)	0	24,000
		Dive rescue equipment (5)	0	40,000
		Generators (2)	0	2,000
		Turnout gear washers (2)	12,000	0
		Pneumatic rescue airbags	14,000	0
		EMS documentation devices (3)	12,000	0
		TOTAL CAPITAL OUTLAY	170,000	110,000
		TOTAL FIRE	170,000	110,000

PLANNING & COMMUNITY DEVELOPMENT

4001

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-4001-571.50-20	Building Improvements	Solar Bike Shelter (BL1015)	123,300	0
401-4001-571.50-30	Road Projects	Green Corridor Beautification (ST9903) - landscape median on N. Arl Hts Rd (50/50 share with County) and install opticom at Lake Cook Rd	53,232	20,000
		Gateway Signs & Beautification (ST0101)	17,499	0
		Davis Street/Sigwalt Street Fencing/ Landscape Upgrade (ST1201)	0	81,000
			70,731	101,000
401-4001-571.50-60	EECBG Projects	North & South Side Deco Lights (MS1001)	142,800	0
		GHG Emissions/Implementation (MS1002)	10,000	10,000
		PW LEED Analysis (MS1004)	5,000	0
		Residential Energy Loans (MS1005)	67,000	46,400
		Small Business Energy Loans (MS1006)	67,000	71,400
		EECS Implementation (MS1007)	10,000	0
		Energy Exhibit (MS1011)	0	7,700
			301,800	135,500
		TOTAL CAPITAL OUTLAY	495,831	236,500
		TOTAL PLANNING	495,831	236,500

CAPITAL PROJECTS FUND (401)

EXPENDITURE DETAIL

BUILDING

4501

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-4501-572.50-10	Office Equipment	Office Equipment (EQ9503) Desktop copier - front counter	1,575	0
TOTAL CAPITAL OUTLAY			1,575	0
TOTAL BUILDING			1,575	0

ENGINEERING

5001

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
401-5001-571.20-05	Professional Services	Northwest Hwy/Davis St/Arthur Av Intersection Impr (ST0503) Prior Year Encumbrance Carryover	150,000 42,894	186,900 0
		Traffic Signal Improvements at Northwest Highway/Wilke Road (SG0802) Prior Year Encumbrance Carryover	120,947	0
			313,841	186,900
TOTAL CONTRACTUAL SERVICES			313,841	186,900
CAPITAL OUTLAY:				
401-5001-572.50-10	Office Equipment	Engineering Operational Equip (EQ0104) Computer station upgrade - AutoCAD/GIS Survey equipment upgrade Printers	5,000 0 3,000 2,000	5,000 5,000 0 0
401-5001-571.50-25	Construction in Progress	Flood Control District Initiative Grant for public drainage improvements (SW1102)	200,000	0
401-5001-571.50-30	Road Projects	Street Resurfacing Program (ST9008) Prior Year Encumbrance Carryover Northwest Hwy/Davis St/Arthur Av Intersection Improvements - Village share only (ST0503) - Rebudget Parking Lot Resurfacing (ST0901) Commuter Dr. Reconstruction (ST1105) - Rebudget Traffic Signal Improvements at Northwest Highway/Wilke Road (SG0802)	3,100,000 86,273 1,969,600 25,000 177,000 2,000,000	3,200,000 0 1,000,000 25,000 177,000 5,402,000
			7,357,873	1,000,000
401-5001-571.50-45	Sidewalk Program	Sidewalk & Curb Replacement (ST9011) Prior Year Encumbrance Carryover McDonald Creek Bike Trail Repair - Bradford Drive from Suffield Road to Hintz Road (ST0903) - Rebudget Douglas Avenue Multi-Use Path (ST0904) - Rebudget	295,000 8,514 50,000 30,000	305,000 0 50,000 30,000
TOTAL CAPITAL OUTLAY			7,946,387	5,792,000
TOTAL ENGINEERING			8,260,228	5,978,900

CAPITAL PROJECTS FUND (401)

EXPENDITURE DETAIL

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-7101-572.50-15	Other Equipment	Public Works Operational Equipment (EQ9401)	60,428	96,100
		Vibra-screed	0	2,500
		Roadway Weather Information System	0	31,000
		Gas powered brick saw	0	3,000
		Aerator	0	4,000
		Chainsaws(3)	0	3,600
		Tamper	0	2,000
		Rotohammer	0	1,500
		Portable generators(2)	0	4,000
		Radio equipment upgrades	0	7,500
		Time Keeping/Time Processing System	0	9,000
		Misc. upgrades to anti-icing equipment	15,000	15,000
		Street lighting cabinets (2)	12,000	12,000
		Pump (1)	1,000	1,000
		Cable fault finder (1)	5,000	0
		Emergency warning siren upgrade (1)	4,000	0
		Traffic signal controller (1)	12,000	0
		Portable gas saw (1)	4,000	0
		Cut-off saw (1)	1,500	0
		Sod cutter (1)	1,500	0
		Prior Year Encumbrance Carryover	4,428	0
401-7101-571.50-20	Building Improvements	PW roofs/wall panel etc. repl (BL9004)	10,000	10,000
		Public Works Annex Improv. (BL9302)	10,000	10,000
		Building equipment replacement (BL9504)	30,000	30,000
		Municipal buildings refurbishing (BL9505)		
		Incl. Prior Yr Encumbrance Carryover	35,850	30,000
		Roof maintenance program (BL9506)	75,000	300,000
		Heating plant/air conditioner repl (BL9601)	30,000	30,000
		Ongoing maint of brick exteriors (BL9603)	20,000	20,000
		Historical Soc building repairs (BL9604)	25,000	50,000
		Police Building Maintenance (BL1004)	2,500	0
			238,350	480,000
401-7101-571.50-30	Road Projects	Street light cable replacement (ST0001)	11,437	10,000
		HPS street light conversion (ST0003)	5,353	5,000
		U.P.R.R. Pedestrian Underpass at Bristol Lane - Construction (ST0403) - Rebudget	40,617	0
		Paver brick maintenance (ST0501)		
		Incl. Prior Yr Encumbrance Carryover	58,854	25,000
			116,261	40,000
		TOTAL CAPITAL OUTLAY	415,039	616,100
		TOTAL PUBLIC WORKS	415,039	616,100

CAPITAL PROJECTS FUND (401)

EXPENDITURE DETAIL

MUNICIPAL BUILDINGS & GROUNDS

7105

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-7105-572.50-15	Other Equipment	Public Works Operational Equipment (EQ9401)	3,600	29,000
		Table saw	0	3,000
		Genie lift	0	14,000
		Cameras and related system upgrades for Downtown (2)	0	12,000
		Roto hammer (1)	1,000	0
		Sewer rodders (2)	1,600	0
		Knaack rolling tool bench (1)	1,000	0
		TOTAL CAPITAL OUTLAY	3,600	29,000
		TOTAL MUNI BUILDINGS & GROUNDS	3,600	29,000

MUNICIPAL FLEET SERVICES

7501

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
401-7501-572.50-15	Other Equipment	Municipal Fleet Services Operational Equipment (EQ9701)	34,000	8,000
		Tire machine (large)	0	8,000
		60,000 lbs. jack (1)	31,000	0
		Tire pressure monitoring service kit (1)	1,000	0
		Smoke generator (pressure tester) (1)	1,000	0
		Drill press (1)	1,000	0
		Computerized fluid delivery/accountability system (EQ1001)	31,959	0
		TOTAL CAPITAL OUTLAY	65,959	8,000
		TOTAL MUNICIPAL FLEET SERVICES	65,959	8,000

CAPITAL PROJECTS FUND (401)

EXPENDITURE DETAIL

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
OTHER CHARGES:				
401-9901-571.40-96	Operating Contingency	Operating Contingency	200,000	200,000
		Budget Amendment - transfer to Police Office Equipment (EQ9503)	(23,651)	0
		Budget Amendment - transfer to Building Office Equipment (EQ9503)	(1,575)	0
		Budget Amendment - transfer to Finance Office Equipment (EQ9503)	(3,555) 171,219	0 200,000
401-9901-591.90-05	Operating Transfer Out	Budget Amendment - transfer to General Fund - ERI payoff	0	0
		TOTAL OTHER CHARGES	<u>171,219</u>	<u>200,000</u>
		TOTAL NON-OPERATING	<u>171,219</u>	<u>200,000</u>
		TOTAL CAPITAL PROJECTS FUND	<u>9,814,049</u>	<u>7,336,600</u>

► **Fund at a Glance**

In May of 1993, the Village of Arlington Heights issued \$14.2 million of General Obligation Bonds. The proceeds of the Series 1993 Bonds will continue the Village's ongoing program to reduce the impact of heavy rainstorms on Village residents due to inadequacies in the old sewer system in the Village. Inadequacies lead to basement backup and surface ponding of flood water.

Restrictions:

Village policy and provisions of bond ordinance and official statement.

► **Fund Summary**

	2008-09	2009-10	2010-11	2010-11	2011-12	\$	%
	Actual	Actual	Est Act	Budget	Budget	Change	Change
Revenues							
Intergovernmental	\$0	\$0	\$200,000	\$0	\$0	\$0	N/A
Interest Income	30,696	24,519	25,000	15,000	5,000	(10,000)	(66.7%)
Total Revenues	\$30,696	\$24,519	\$225,000	\$15,000	\$5,000	(\$10,000)	(66.7%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$30,696	\$24,519	\$225,000	\$15,000	\$5,000	(\$10,000)	(66.7%)
Expenditures							
Contractual Services	\$41,186	\$918	\$0	\$0	\$0	\$0	N/A
Capital Items	0	90,542	241,600	1,931,595	850,000	(1,081,595)	(56.0%)
Total Expenditures	\$41,186	\$91,460	\$241,600	\$1,931,595	\$850,000	(\$1,081,595)	(56.0%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$41,186	\$91,460	\$241,600	\$1,931,595	\$850,000	(\$1,081,595)	(56.0%)
REVENUES OVER (UNDER) EXPENDITURES	(\$10,490)	(\$66,941)	(\$16,600)	(\$1,916,595)	(\$845,000)	\$1,071,595	(55.9%)
BEGINNING FUND BALANCE	2,585,861	2,575,371	2,508,430	2,508,430	2,491,830	(16,600)	(0.7%)
ENDING FUND BALANCE	\$2,575,371	\$2,508,430	\$2,491,830	\$591,835	\$1,646,830	\$1,054,995	178.3%

FLOOD CONTROL V FUND (426)

5 YEAR CAPITAL IMPROVEMENT PLAN (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET
REVENUES											
INTEREST INCOME			30,696	24,519	25,000	15,000	5,000	5,000	0	0	0
OTHER INCOME			0	0	0	0	0	0	0	0	0
GRANT	(1)		0	0	200,000	0	0	0	0	0	0
TOTAL REVENUES			30,696	24,519	225,000	15,000	5,000	5,000	0	0	0
EXPENDITURES											
SEWERS											
Weller Creek Flood Control South Branch		SW-91-03	41,186	13,555	30,000	30,000	0	0	0	0	0
Grove Street Sanitary Sewer		SW-97-01	0	7,905	1,600	1,191,595	500,000	500,000	0	0	0
Vail Avenue Storm Sewer Extension		SW-10-01	0	60,000	0	0	0	0	0	0	0
Salem Avenue Inlet		SW-10-02	0	10,000	0	0	0	0	0	0	0
Flood Control Program	(1)	SW-11-02	0	0	200,000	0	200,000	200,000	200,000	200,000	200,000
Cypress Detention Basin/Lift Station	(2)	SW-11-05	0	0	10,000	710,000	150,000	0	0	0	0
SUBTOTAL - SEWERS			41,186	91,460	241,600	1,931,595	850,000	700,000	200,000	200,000	200,000
TOTAL EXPENDITURES			41,186	91,460	241,600	1,931,595	850,000	700,000	200,000	200,000	200,000
BEGINNING FUND BALANCE			2,585,861	2,575,371	2,508,430		2,491,830	1,646,830	951,830	751,830	551,830
REVENUES OVER (UNDER) EXPENDS.			(10,490)	(66,941)	(16,600)	(1,916,595)	(845,000)	(695,000)	(200,000)	(200,000)	(200,000)
ENDING FUND BALANCE			2,575,371	2,508,430	2,491,830		1,646,830	951,830	751,830	551,830	351,830

(1) Flood Control Program

SW-11-02 This project was budgeted in the Capital Projects Fund in FY2011 in anticipation of a Flood Control District Initiative Grant. This project will now be accounted for in the Flood Control V Fund as part of the new Flood Control Program.

(2) Cypress Detention Basin/Lift Station

SW-11-05 This project has an unfunded portion of \$11,700,000.

FLOOD CONTROL V FUND (426)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
426-0000-411.55-00	State Grant	0	0	200,000	0	0	0	N/A
		0	0	200,000	0	0	0	N/A
426-0000-461.02-00	Interest on Investments	0	18,677	25,000	15,000	5,000	(10,000)	(66.7%)
426-0000-461.02-02	1993 Bonds-FldV Interest	30,696	2,308	0	0	0	0	N/A
426-0000-462.10-00	Market Value Adjustments	0	3,534	0	0	0	0	N/A
	Interest Income	30,696	24,519	25,000	15,000	5,000	(10,000)	(66.7%)
Total Flood Control V Fund		30,696	24,519	225,000	15,000	5,000	(10,000)	(66.7%)

FLOOD CONTROL V FUND (426)

EXPENDITURES

Engineering

5001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
426-5001-571.20-05	Professional Services	41,186	918	0	0	0	0	N/A
	Contractual Services	41,186	918	0	0	0	0	N/A
426-5001-571.50-25	Construction in Progress	0	90,542	231,600	1,221,595	700,000	(521,595)	(42.7%)
	Capital Outlay	0	90,542	231,600	1,221,595	700,000	(521,595)	(42.7%)
	Total Engineering	41,186	91,460	231,600	1,221,595	700,000	(521,595)	(42.7%)

Public Works

7101

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
426-7101-571.50-25	Construction in Progress	0	0	10,000	710,000	150,000	(560,000)	(78.9%)
	Capital Outlay	0	0	10,000	710,000	150,000	(560,000)	(78.9%)
	Total Public Works	0	0	10,000	710,000	150,000	(560,000)	(78.9%)
	Total Flood Control V Fund	41,186	91,460	241,600	1,931,595	850,000	(1,081,595)	(56.0%)

FLOOD CONTROL V FUND (426)

EXPENDITURE DETAIL

ENGINEERING

5001

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
CAPITAL OUTLAY:						
426-5001-571.50-25	Construction in Progress	Weller Creek Flood Control - South Branch (SW9103) - Cypress Detention Basin	30,000		0	
		Grove Street Sanitary Sewer (SW9701) - Rebudget	1,191,595		500,000	
		Flood Control Program (SW1102)	0	1,221,595	200,000	700,000
		TOTAL CAPITAL OUTLAY		1,221,595		700,000
		TOTAL ENGINEERING		1,221,595		700,000

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CAPITAL OUTLAY:						
426-7101-571.50-25	Construction in Progress	Cypress Detention Basin/ Lift Station (SW1105)	710,000		150,000	
		TOTAL CAPITAL OUTLAY		710,000		150,000
		TOTAL PUBLIC WORKS		710,000		150,000
		TOTAL FLOOD CONTROL V FUND		1,931,595		850,000

► **Fund at a Glance**

The Public Building Fund was created to account for various capital construction projects that are being undertaken relating to municipal facilities. Improvements to the Public Works L. A. Hanson Center were completed in October of 2005. A new Fire Station #1 was completed in July 2006 as the first part of the John G. Woods Municipal Campus. The new Village Hall building was completed in January 2008. The Village is currently preparing a space needs study for the Police Department which is housed in a building constructed in 1978.

Restrictions:

Village policy and provisions of bond ordinance and official statement.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Interest Income	\$59,546	\$32,859	\$25,000	\$20,000	\$13,000	(\$7,000)	(35.0%)
Other	13,197	0	0	0	0	0	N/A
Total Revenues	\$72,743	\$32,859	\$25,000	\$20,000	\$13,000	(\$7,000)	(35.0%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$72,743	\$32,859	\$25,000	\$20,000	\$13,000	(\$7,000)	(35.0%)
Expenditures							
Contractual Services	\$161,694	\$15,938	\$24,800	\$24,841	\$0	(\$24,841)	(100.0%)
Capital Items	167,809	6,670	98,000	100,000	314,000	214,000	214.0%
Total Expenditures	\$329,503	\$22,608	\$122,800	\$124,841	\$314,000	\$189,159	151.5%
Interfund Transfers Out	105,000	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$434,503	\$22,608	\$122,800	\$124,841	\$314,000	\$189,159	151.5%
REVENUES OVER (UNDER) EXPENDITURES	(\$361,760)	\$10,251	(\$97,800)	(\$104,841)	(\$301,000)	(\$196,159)	187.1%
BEGINNING FUND BALANCE	2,057,105	1,695,345	1,705,596	1,705,596	1,607,796	(97,800)	(5.7%)
ENDING FUND BALANCE	\$1,695,345	\$1,705,596	\$1,607,796	\$1,600,755	\$1,306,796	(\$293,959)	(18.4%)

PUBLIC BUILDING FUND (431)

ACCOUNT DESCRIPTION	PROJ #	8-5-10		5 YEAR CAPITAL IMPROVEMENT PLAN (CIP)						
		2008-09 ACTUAL	unaudited 2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET
REVENUES										
INTEREST INCOME		59,546	32,859	25,000	20,000	13,000	13,000	10,000	5,000	3,000
OTHER INCOME		13,197	0	0	0	0	0	0	0	0
TOTAL REVENUES		72,743	32,859	25,000	20,000	13,000	13,000	10,000	5,000	3,000
EXPENDITURES										
BUILDING/LAND										
John G. Woods Municipal Campus	BL-98-06	280,605	6,670	0	0	0	0	0	0	0
Police Station (Space Needs Study)	BL-08-04	48,898	15,938	24,800	24,841	0	0	0	0	0
Police Building Maintenance	BL-10-04	0	0	98,000	100,000	314,000	600,000	300,000	120,000	200,000
SUBTOTAL - BUILDINGS/LAND		329,503	22,608	122,800	124,841	314,000	600,000	300,000	120,000	200,000
TRANSFER OUT TO CAP. PROJS. FUND ST-90-08		105,000	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES		434,503	22,608	122,800	124,841	314,000	600,000	300,000	120,000	200,000
BEGINNING FUND BALANCE		2,057,105	1,695,345	1,705,596		1,607,796	1,306,796	719,796	429,796	314,796
REVENUES OVER (UNDER) EXPENDS.		(361,760)	10,251	(97,800)	(104,841)	(301,000)	(587,000)	(290,000)	(115,000)	(197,000)
ENDING FUND BALANCE		1,695,345	1,705,596	1,607,796		1,306,796	719,796	429,796	314,796	117,796

PUBLIC BUILDING FUND (431)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
431-0000-461.02-00	Interest on Investments	43,933	24,708	25,000	20,000	13,000	(7,000)	(35.0%)
431-0000-462.10-00	Market Value Adjustments	15,613	8,151	0	0	0	0	N/A
	Interest Income	59,546	32,859	25,000	20,000	13,000	(7,000)	(35.0%)
431-0000-489-90-00	Other Income	13,197	0	0	0	0	0	N/A
	Other	13,197	0	0	0	0	0	N/A
Total Public Building Fund		72,743	32,859	25,000	20,000	13,000	(7,000)	(35.0%)

PUBLIC BUILDING FUND (431)

EXPENDITURES

Municipal Buildings & Grounds

7105

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
431-7105-571.50-20	Building Improvements	0	0	98,000	100,000	314,000	214,000	214.0%
	Capital Outlay	0	0	98,000	100,000	314,000	214,000	214.0%
	Total Mun Bldg & Grds	0	0	98,000	100,000	314,000	214,000	214.0%

Village Hall

9012

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
431-9012-571.20-05	Professional Services	112,796	0	0	0	0	0	N/A
	Contractual Services	112,796	0	0	0	0	0	N/A
431-9012-571.50-25	Construction in Progress	167,809	6,670	0	0	0	0	N/A
	Capital Outlay	167,809	6,670	0	0	0	0	N/A
	Total Village Hall	280,605	6,670	0	0	0	0	N/A

Police Station

9013

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
431-9013-571.20-05	Professional Services	48,898	15,938	24,800	24,841	0	(24,841)	(100.0%)
	Contractual Services	48,898	15,938	24,800	24,841	0	(24,841)	(100.0%)
	Total Police Station	48,898	15,938	24,800	24,841	0	(24,841)	(100.0%)

PUBLIC BUILDING FUND (431)

EXPENDITURES

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
431-9901-591.90-05	Operating Transfer Out	105,000	0	0	0	0	0	N/A
	Other Financing Uses	105,000	0	0	0	0	0	N/A
	Total Non-Operating	105,000	0	0	0	0	0	N/A
	Total Public Building Fund	434,503	22,608	122,800	124,841	314,000	189,159	151.5%

PUBLIC BUILDING FUND (431)

EXPENDITURE DETAIL

MUNICIPAL BUILDINGS & GROUNDS

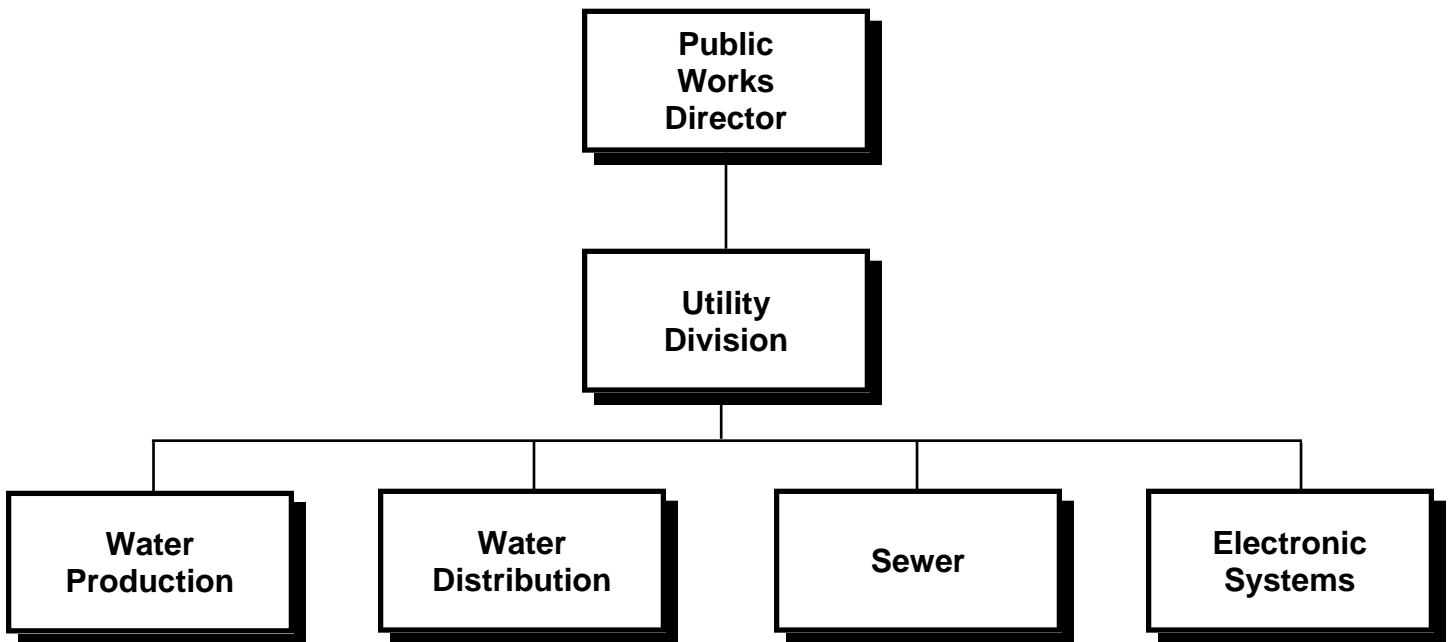
7105

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
431-7105-571.50-20	Building Improvements	Police Building Maintenance (BL1004)	100,000	314,000
TOTAL CAPITAL OUTLAY			<u>100,000</u>	<u>314,000</u>
TOTAL MUNICIPAL BUILDINGS & GRDS			<u>100,000</u>	<u>314,000</u>

POLICE STATION

9013

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
431-9013-571.20-05	Professional Services	Police Station (BL0804) Police Space Needs Study - Prior Year Encumbrance Carryover	24,841	0
TOTAL CONTRACTUAL SERVICES			<u>24,841</u>	<u>0</u>
TOTAL POLICE STATION			<u>24,841</u>	<u>0</u>
TOTAL PUBLIC BUILDING FUND			<u>124,841</u>	<u>314,000</u>



► Fund at a Glance

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

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

The operational units within the Utilities Division are as follows:

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

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

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

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

► 2010-11 Status of Goals and Objectives

- **To continue to improve communications with residents and analyze operations for modifications based upon input from ongoing customer feedback.** Press releases and articles were provided to the Daily Herald and Arlington Post to improve communications with residents and businesses on Department activities throughout the year.
- **To continue sampling, testing and reporting of water quality parameters in accord with the follow-up monitoring required under the Federal Lead and Copper Rule.** Bacteriological, water quality and related testing and monitoring are done continuously. Follow-up monitoring was conducted as required and enhanced monitoring for disinfection by-products was initiated.

WATER & SEWER FUND

(Continued)

- ▶ **To continue implementation of an operational plan consistent with the NPDES permitting requirements.** Village forces have implemented the nine minimum controls required by the permit and we continue to be in compliance with this program.
- ▶ **To rehabilitate and restore capacity to aging water utility infrastructure including pumps, sewers, water mains, buildings, etc.** Repair, replacement, and rehabilitation work continue on all water/sewer utility infrastructure performed by Village employees and through contract work.
- ▶ **To continue annual publication of the USEPA required “Consumer Confidence Report” (CCR) in compliance with the Clean Water Act.** The “Consumer Confidence Report”, as required under the Safe Drinking Water Act, was published and distributed in July, 2010.
- ▶ **To perform and implement cost-effective recommendations of a vulnerability assessment as mandated by the Federal Homeland Security Act.** The Village’s Vulnerability Assessment was completed in December of 2003 and submitted to IEPA. Several projects related to building security at critical facilities were completed.
- ▶ **To begin computerized inventory control of water system service parts and fittings.** Work on this program is on-going.

▶ 2011-12 Goals and Objectives

- ▶ To efficiently manage the Village’s resources and implement opportunities whenever identified to reduce spending.
- ▶ To continue to minimize overtime expenses through diligent oversight and continual analysis of the nature of overtime activities while balancing the delivery of essential services to the residents and business owners in the Village.
- ▶ To continue to improve communications with residents and to analyze operations for modifications based upon input from ongoing customer feedback.
- ▶ To continue sampling, testing and reporting of water quality parameters in accord with the follow-up monitoring under the Federal Lead and Copper Rule.
- ▶ To continue implementation of the operational plan consistent with the NPDES permitting requirements.
- ▶ To rehabilitate and restore capacity to aging water utility infrastructure including pumps, sewers, water mains, buildings, etc.
- ▶ To continue annual publication of the USEPA required “Consumer Confidence Report” (CCR) in compliance with the Clean Water Act.
- ▶ To continue implementation of cost-effective recommendations developed by the Vulnerability Assessment.

▶ Performance Measures

	Calendar Year		
	2008	2009	2010
1. Water Distribution			
(a) Main breaks	153	169	274
(b) Service repairs	860	624	720
(c) Utility locates	6,529	6,559	6,353

WATER & SEWER FUND

(Continued)

► Performance Measures (cont.)	Calendar Year		
	2008	2009	2010
2. Water Production			
(a) Off-hour service calls (dutyman callouts)	1,019	827	858
3. Sewer			
(a) Root cutting (linear feet)	391,450	547,405	437,795
(b) Flushing (linear feet)	70,025	175,790	141,040
(c) Televising (linear feet)	9,585	4,250	8,105
(d) Catch basin repair	119	138	68
(e) Catch basin cleaning	315	894	765
(f) Utility locates	5,527	6,237	5,038

► Fund Summary

	2008-09	2009-10	2010-11	2010-11	2011-12	\$	%
	Actual	Actual	Est Act	Budget	Budget	Change	Change
Revenues							
Intergovernmental	\$0	\$0	\$25,500	\$50,000	\$0	(\$50,000)	(100.0%)
Service Charges	11,789,339	11,908,829	12,434,000	13,600,400	14,455,100	854,700	6.3%
Interest Income	188,113	83,884	50,000	60,000	60,000	0	0.0%
Sales/Reimbursable/Rents	90,339	58,309	49,800	82,000	82,000	0	0.0%
Other	(43,226)	42,743	22,000	15,000	15,000	0	0.0%
Total Revenues	\$12,024,565	\$12,093,765	\$12,581,300	\$13,807,400	\$14,612,100	\$804,700	5.8%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$12,024,565	\$12,093,765	\$12,581,300	\$13,807,400	\$14,612,100	\$804,700	5.8%
Expenditures							
Personal Services	\$5,228,043	\$5,135,245	\$5,256,500	\$5,493,300	\$5,480,800	(\$12,500)	(0.2%)
Contractual Services	5,437,837	5,367,100	5,522,400	5,761,233	5,735,800	(25,433)	(0.4%)
Commodities	648,604	841,224	884,000	879,783	847,200	(32,583)	(3.7%)
Other Charges	1,225,976	1,311,113	1,346,200	1,519,700	1,649,500	129,800	8.5%
Capital Items	1,577,035	580,891	1,872,900	2,764,717	1,031,100	(1,733,617)	(62.7%)
Total Expenditures	\$14,117,495	\$13,235,573	\$14,882,000	\$16,418,733	\$14,744,400	(\$1,674,333)	(10.2%)
Interfund Transfers Out	0	0	0	80,000	80,000	0	0.0%
Total Expenditures and Interfund Transfers Out	\$14,117,495	\$13,235,573	\$14,882,000	\$16,498,733	\$14,824,400	(\$1,674,333)	(10.1%)
REVENUES OVER (UNDER) EXPENDITURES	(\$2,092,930)	(\$1,141,808)	(\$2,300,700)	(\$2,691,333)	(\$212,300)	\$2,479,033	(92.1%)
BEGINNING WORKING CASH	10,365,814	8,272,884	7,131,076	7,131,076	4,830,376	(2,300,700)	(32.3%)
ENDING WORKING CASH	\$8,272,884	\$7,131,076	\$4,830,376	\$4,439,743	\$4,618,076	\$178,333	4.0%

WATER & SEWER FUND (505)

5 YEAR CAPITAL IMPROVEMENT PLAN (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET
REVENUES											
WATER SALES			9,818,402	9,752,083	10,060,000	11,098,600	11,592,000	11,900,000	12,180,000	12,376,000	12,376,000
SEWER CHARGE			976,094	1,160,038	1,392,000	1,514,700	1,876,000	2,240,000	2,660,000	3,192,000	3,192,000
SERVICE CHARGE			757,536	759,314	750,000	750,000	750,000	750,000	750,000	750,000	750,000
OTHER CHARGES & FEES			237,307	237,394	232,000	237,100	237,100	232,100	232,100	232,100	232,100
INTEREST INCOME			188,113	83,884	50,000	60,000	60,000	80,000	120,000	120,000	120,000
SALES/REIMB./RENTS			90,339	58,309	49,800	82,000	82,000	82,000	82,000	82,000	82,000
ENERGY EFFICIENCY & CONSERVATION BLOCK GRAN			0	0	25,500	50,000	0	0	0	0	0
FREDERICK SUBDIVISION SALE (WELL 7)			0	0	0	0	0	0	500,000	0	0
OTHER			(43,226)	42,743	22,000	15,000	15,000	15,000	15,000	15,000	15,000
OPERATING TRANSFER IN			0	0	0	0	0	0	0	0	0
TOTAL REVENUES			12,024,565	12,093,765	12,581,300	13,807,400	14,612,100	15,299,100	16,539,100	16,767,100	16,767,100
EXPENDITURES											
OPERATING EXPENDITURES											
FINANCE DEPARTMENT											
Salaries			449,676	479,256	486,200	514,000	520,300	530,700	541,300	552,100	563,100
Fringe Benefits			165,070	180,311	187,900	192,900	200,100	208,100	216,400	225,100	234,100
Contractual Services			255,763	266,976	263,300	264,300	247,500	252,500	257,600	262,800	268,100
Commodities			3,088	4,514	5,000	5,000	5,000	5,100	5,200	5,300	5,400
Other Charges			7,500	35,312	10,000	50,000	50,000	50,000	50,000	50,000	50,000
WATER UTILITY OPERATIONS											
Salaries			3,233,637	3,179,276	3,242,100	3,413,800	3,321,800	3,388,200	3,456,000	3,525,100	3,595,600
Fringe Benefits			1,379,660	1,296,402	1,340,300	1,372,600	1,438,600	1,496,100	1,555,900	1,618,100	1,682,800
Contractual Services			1,907,085	1,809,222	2,008,500	2,000,933	1,939,500	1,978,300	2,017,900	2,058,300	2,099,500
Northwest Water Commission			3,274,989	3,290,902	3,250,600	3,496,000	3,548,800	3,619,800	3,692,200	3,766,000	3,841,300
Commodities			645,516	836,710	879,000	874,783	842,200	859,000	876,200	893,700	911,600
Other Charges			1,218,476	1,275,801	1,336,200	1,336,200	1,399,500	1,469,500	1,543,000	1,620,200	1,701,200
SUBTOTAL - OPERATING EXPENDITURES			12,540,460	12,654,682	13,009,100	13,520,516	13,513,300	13,857,300	14,211,700	14,576,700	14,952,700
BUILDING & LAND											
Public Works Annex Improvements	(1)	BL-93-02	14,071	12,871	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Roof Maintenance Program	(2)	BL-95-06	0	0	52,000	52,000	0	0	0	0	0
L.A. Hanson PW Center Improvements		BL-99-01	48,493	0	0	0	0	0	0	0	0
SUBTOTAL - BLDG & LAND			62,564	12,871	72,000	72,000	20,000	20,000	20,000	20,000	20,000
EQUIPMENT											
Oper. Equipment - Public Works	(3)	EQ-94-01	31,208	32,039	96,600	96,600	116,100	166,600	209,900	140,000	229,000
Office Equipment		EQ-95-03	8,594	6,039	10,000	15,000	15,000	15,000	15,000	15,000	15,000
Replace Existing SCADA System		EQ-95-05	2,816	0	0	0	0	0	0	0	0
Emergency Generator Upgrade		EQ-99-02	1,007	9,636	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Mobile Emergency Generator Replacement		EQ-04-02	31,216	0	0	0	0	0	0	0	0
Vulnerability Assessment Implementation		EQ-05-02	14,095	0	10,000	10,000	10,000	0	0	0	0
2-Way Mobile Radio Replacement	(4)	EQ-09-02	0	0	0	0	0	48,000	0	0	0
SUBTOTAL - EQUIPMENT			88,936	47,714	126,600	131,600	151,100	239,600	234,900	165,000	254,000
SEWER											
Sewer Rehab/Replacement Program		SW-90-01	304,180	177,374	610,000	610,025	250,000	250,000	300,000	300,000	300,000
Sanitary Lift Station Pumps		SW-98-01	8,012	10,523	0	0	0	0	0	0	0
Federal Stormwater Regulation Measures		SW-05-04	0	0	10,000	10,000	10,000	0	0	0	0
Regent Park Sanitary Relief Sewer		SW-11-01	0	0	15,000	1,006,775	0	0	0	0	0
SUBTOTAL - SEWER			312,192	187,897	635,000	1,626,800	260,000	250,000	300,000	300,000	300,000
WATER											
Watermain Replacement Program		WA-90-01	607,589	244,444	609,300	609,317	350,000	350,000	400,000	400,000	400,000
Automatic Meter Reading System		WA-03-02	66,175	95,068	100,000	100,000	100,000	100,000	100,000	0	0
Lynnwood Subdivision Utility Installation		WA-04-01	52,285	27,050	0	0	0	0	0	0	0
Well 12 Motor Control Center		WA-07-01	3,170	0	0	0	0	0	0	0	0
Rehabilitation of Deep Well 9 & Well 16		WA-09-01	384,124	(34,153)	0	0	0	0	0	0	0
Water Tank Repainting		WA-11-01	0	0	15,000	50,000	150,000	200,000	200,000	0	0
Deep Well Rehabilitation		WA-11-02	0	0	315,000	175,000	0	275,000	0	275,000	275,000
SUBTOTAL - WATER			1,113,343	332,409	1,039,300	934,317	600,000	925,000	700,000	675,000	675,000
TRANSFER TO HEALTH INSURANCE FUND			0	0	0	80,000	80,000	80,000	80,000	80,000	80,000
OPERATING CONTINGENCY			0	0	0	133,500	200,000	0	0	0	0
TOTAL EXPENDITURES			14,117,495	13,235,573	14,882,000	16,498,733	14,824,400	15,371,900	15,546,600	15,816,700	16,281,700
BEGINNING WORKING CASH			10,365,814	8,272,884	7,131,076		4,830,376	4,618,076	4,545,276	5,537,776	6,488,176
REVENUES OVER (UNDER) EXPENDS.			(2,092,930)	(1,141,808)	(2,300,700)	(2,691,333)	(212,300)	(72,800)	992,500	950,400	485,400
ENDING WORKING CASH			8,272,884	7,131,076	4,830,376		4,618,076	4,545,276	5,537,776	6,488,176	6,973,576
Working Cash as % of Expenditures			58.60%	53.88%	32.46%		31.15%	29.57%	35.62%	41.02%	42.83%

PROJECTS WITH SECOND FUND SOURCE

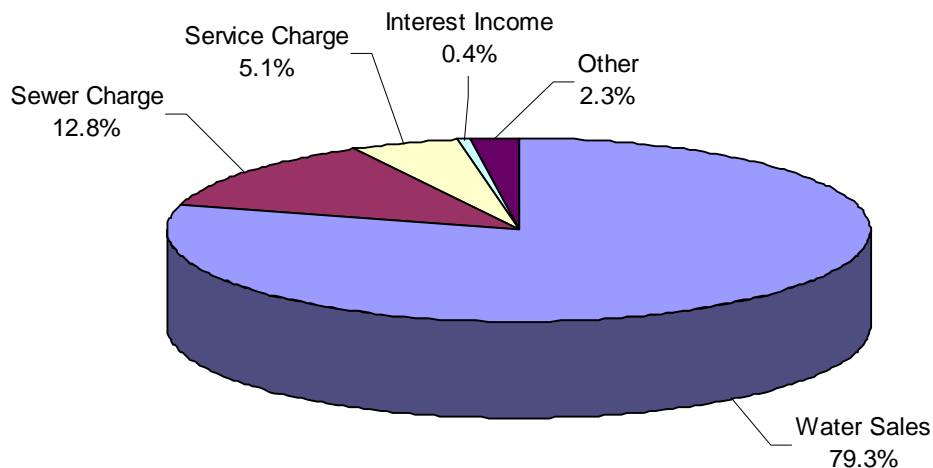
(1) Public Works Annex Improvements	BL-93-02	Ongoing program also funded with Capital Project Fund revenue.
(2) Roof Maintenance Program	BL-95-06	Ongoing program mainly funded with Capital Project Fund revenue. This FY2011 budget is for the roof on Well 17.
(3) Oper. Equipment - Public Works	EQ-94-01	Ongoing program also funded with Capital Project Fund revenue.
(4) 2-Way Mobile Radio Replacement	EQ-09-02	Funded 20% by Water & Sewer Fund revenue as shown on this schedule and 80% by Capital Project Fund revenue.

WATER & SEWER FUND (505)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
505-0000-411.54-00	EE&C Block Grant (EECBG)	0	0	25,500	50,000	0	(50,000)	(100.0%)
	Intergovernmental	0	0	25,500	50,000	0	(50,000)	(100.0%)
505-0000-452.42-00	Water Sales	9,818,402	9,752,083	10,060,000	11,098,600	11,592,000	493,400	4.4%
505-0000-452.43-00	Sewer Charge	976,094	1,160,038	1,392,000	1,514,700	1,876,000	361,300	23.9%
505-0000-452.44-00	Construction Use Sales	647	549	500	500	500	0	0.0%
505-0000-452.45-00	Service Charge	757,536	759,314	750,000	750,000	750,000	0	0.0%
505-0000-452.46-00	Water Connection Fees	43,680	38,051	30,000	30,000	30,000	0	0.0%
505-0000-452.48-00	Sewer Connection Fees	1,400	1,150	1,500	1,500	1,500	0	0.0%
505-0000-452.50-00	Water Capital Fees	12,878	13,258	10,000	15,000	15,000	0	0.0%
505-0000-452.52-00	Backflow Testing Fees	98,905	95,428	90,000	90,000	90,000	0	0.0%
505-0000-452.53-00	Penalty Late Payment	79,797	88,958	100,000	100,000	100,000	0	0.0%
505-0000-452.90-00	Service Reinstatement Fee	0	0	0	100	100	0	0.0%
	Charges for Services	11,789,339	11,908,829	12,434,000	13,600,400	14,455,100	854,700	6.3%
505-0000-461.02-00	Interest on Investments	126,005	63,209	50,000	60,000	60,000	0	0.0%
505-0000-462.10-00	Market Value Adjustments	62,108	20,675	0	0	0	0	N/A
	Interest Income	188,113	83,884	50,000	60,000	60,000	0	0.0%
505-0000-471.20-00	Damage to Hydrants	8,802	4,401	0	1,000	1,000	0	0.0%
	Property Damage	8,802	4,401	0	1,000	1,000	0	0.0%
505-0000-472.28-00	Sale of Scrap	12,741	3,463	9,800	1,000	1,000	0	0.0%
505-0000-472.30-00	Sale of Water Meters	47,151	39,375	25,000	60,000	60,000	0	0.0%
505-0000-472.32-00	Sale of Backflow Prevent	21,645	11,070	15,000	20,000	20,000	0	0.0%
	Sales & Rents	81,537	53,908	49,800	81,000	81,000	0	0.0%
505-0000-489.90-00	Other Income	17,993	59,972	22,000	15,000	15,000	0	0.0%
	Other	17,993	59,972	22,000	15,000	15,000	0	0.0%
505-0000-491.98-00	NWWC Revenue	(61,219)	(17,229)	0	0	0	0	N/A
	Other Financing Sources	(61,219)	(17,229)	0	0	0	0	N/A
Total Water & Sewer Fund		12,024,565	12,093,765	12,581,300	13,807,400	14,612,100	804,700	5.8%

WATER & SEWER FUND REVENUE - Notes



ANALYSIS OF WATER & SEWER FUND REVENUES

Summary

The Water & Sewer Fund is operated primarily from user fees. Approximately 97% of the operating revenue is generated by water sales which also includes a sewer charge and a service charge. Water rates are determined by operating costs, capital improvement costs and debt service costs.

The biggest fluctuation in water sales revenue annually is due to the weather during the summer months when outdoor water consumption is greatest. When drought-like conditions are experienced and rainfall is less than average, water sales can easily increase 10% or \$1,000,000 over annual average sales amounts. Only a couple of weeks without rainfall can trigger increased consumption in the form of lawn watering. The addition of new consumers also creates increases in revenue. The Village of Arlington Heights is essentially built-out; vacant, undeveloped land is scarce. Some residences and a few businesses continue to maintain private wells. When large consumers convert or abandon these private wells and connect to the Village's water system, a consistent increase in revenue can be realized. Redevelopment of single family home sites to multi-family or mixed use (residential and commercial) areas can also increase water sales although not to the extent a large subdivision on previously vacant land can.

As needed, water rate studies are conducted to insure adequate system maintenance and improvements are provided for. Effective May 1, 2011 water rates will increase 11¢ per 1,000 gallons and sewer rates will increase 12¢ per 1,000 gallons. Last year water rates increased by approximately the same amount. Water supply costs are increasing from the Northwest Water Commission (NWWC) and the City of Evanston. Reserve balances are also reviewed so that emergency situations can be accommodated and uninterrupted service can be provided to the residents of Arlington Heights.

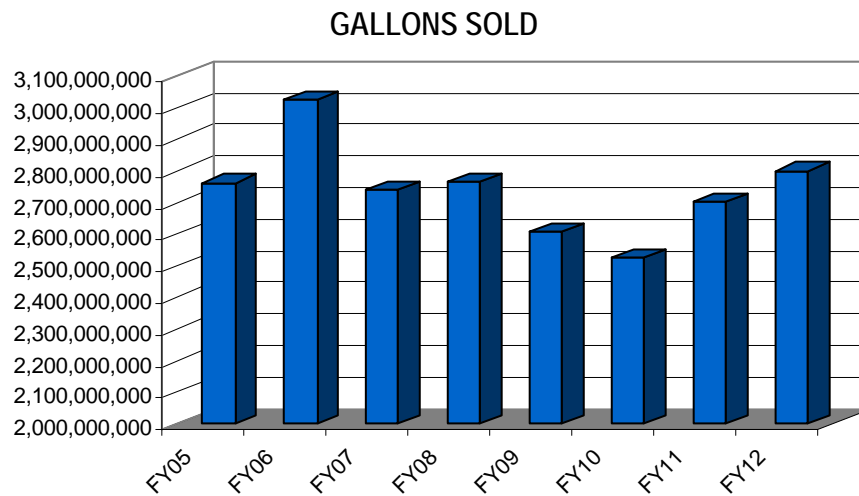
WATER & SEWER FUND REVENUE - Notes

(Continued)

452.42 Water Sales

Fresh potable water is delivered from Lake Michigan and sold to customers at a rate of \$4.14/1,000 gallons. Residential and commercial water meters located on the customer's property are read electronically by radio frequency and billed on a bi-monthly basis. There is no minimum charge for water consumption. Only water consumed is billed to the customer.

Fiscal Year	Water Sales	Sewer Charge	Service Charge	Total	\$ Inc (Dec)	% Inc (Dec)
2006 Actual	11,000,050	945,486	749,304	12,694,840	1,078,748	9.29%
2007 Actual	10,131,079	851,581	685,715	11,668,375	(1,026,465)	(8.09%)
2008 Actual	10,297,835	881,290	753,796	11,932,921	264,546	2.27%
2009 Actual	9,818,402	976,094	757,536	11,552,032	(380,889)	(3.19%)
2010 Actual	9,752,083	1,160,038	759,314	11,671,435	119,403	1.03%
2011 Est. Actual	10,060,000	1,392,000	750,000	12,202,000	530,565	4.55%
2012 Budget	11,592,000	1,876,000	750,000	14,218,000	2,016,000	16.52%



452.43 Sewer Charge

Waste water is conveyed through underground conduits to the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for treatment. The MWRDGC is funded by real estate taxes and is a separate governmental agency. The underground piping or conveyance system is constructed and maintained by the Village of Arlington Heights for its customers. The sewer charge is \$0.67/1,000 gallons of fresh water consumed during a billing cycle.

452.45 Service Charge

A service charge is included on each bill based on the size of the water service to the property. Generally, the average homeowner's service size is 5/8" or 3/4" and therefore is charged \$5.20. This service charge helps defray the cost of providing water service regardless of consumption levels.

452.46 – 452.48 Water & Sewer Connection Fees

Per Village ordinance any new service that is added to the Village-wide water and sewer system is required to contribute to the existing system as well as bear the cost of physically connecting to that system. Fees vary depending on the number and size of the connections.

452.52 Backflow Testing Fees

Backflow devices prevent private water sources from entering and contaminating the Village's water system. The cost to maintain these devices is born solely by the customer as this is not a system-wide requirement. Backflow devices are tested by Village staff to insure system integrity.

452.53 Penalty Late Payment

Bills for service are issued bi-monthly reflecting approximately 60 days of water consumption activity. Customers are given 20 days after the bill date to satisfy their account. When a bill becomes past due a 10% late charge is added to the account. If an account remains unpaid, service is suspended.

461.02 Interest on Investments

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

472.30 Sale of Water Meters

All water meters are the property of the Village. The initial purchase of a new meter is charged to the property owner but then it is the Village's responsibility to maintain or replace the meter. New meters are ordered by the Village for installation on private property to insure all metering devices are compatible with the Village's water system.

472.32 Sale of Backflow Preventers

Similar to new water meters described above, when required, backflow preventers are ordered by the Village and sold to the customer upon any new or initial installation. Backflow preventers stop water from other sources, mainly underground wells, from entering the Village's water system. This is to prevent any contamination of the Village's water system from private wells or other sources.

WATER & SEWER FUND (505)

EXPENDITURES

Finance

0501

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
505-0501-503.10-01	Salaries	449,562	479,256	486,200	512,500	518,800	6,300	1.2%
505-0501-503.18-01	Temporary Help	113	0	0	1,000	1,000	0	0.0%
505-0501-503.18-05	Overtime Civilian	0	0	0	500	500	0	0.0%
	Salaries	449,675	479,256	486,200	514,000	520,300	6,300	1.2%
505-0501-503.19-01	Workers Compensation	1,000	1,100	1,100	1,100	1,100	0	0.0%
505-0501-503.19-05	Medical Insurance	74,400	88,200	94,900	94,900	95,100	200	0.2%
505-0501-503.19-10	IMRF	56,046	55,343	54,600	57,500	64,100	6,600	11.5%
505-0501-503.19-11	Social Security	27,252	28,907	30,200	31,900	32,300	400	1.3%
505-0501-503.19-12	Medicare	6,373	6,761	7,100	7,500	7,500	0	0.0%
	Fringe Benefits	165,071	180,311	187,900	192,900	200,100	7,200	3.7%
505-0501-503.20-05	Professional Services	11,555	11,555	14,400	14,400	14,400	0	0.0%
505-0501-503.21-65	Other Services	62,090	76,238	74,500	74,500	65,000	(9,500)	(12.8%)
505-0501-503.22-03	Travel & Training	1,851	340	500	1,500	1,000	(500)	(33.3%)
505-0501-503.22-05	Postage	56,332	64,551	62,000	62,000	62,000	0	0.0%
505-0501-503.22-10	Printing	15,635	11,892	14,200	14,200	14,200	0	0.0%
505-0501-503.22-25	IT/GIS Service Charge	108,300	102,400	97,700	97,700	90,900	(6,800)	(7.0%)
	Contractual Services	255,763	266,976	263,300	264,300	247,500	(16,800)	(6.4%)
505-0501-503.30-05	Office Supplies & Equip	3,088	4,514	5,000	5,000	5,000	0	0.0%
	Commodities	3,088	4,514	5,000	5,000	5,000	0	0.0%
505-0501-503.40-87	Sewer Backup Rebate Prg	7,500	35,312	10,000	50,000	50,000	0	0.0%
	Other Charges	7,500	35,312	10,000	50,000	50,000	0	0.0%
	Total Finance	881,097	966,369	952,400	1,026,200	1,022,900	(3,300)	(0.3%)

WATER & SEWER FUND (505)

EXPENDITURES

Water Utility Operations

7201

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
505-7201-561.10-01	Salaries	2,890,697	2,949,242	2,896,700	3,068,400	2,976,400	(92,000)	(3.0%)
505-7201-561.18-01	Temporary Help	14,014	9,027	13,300	13,300	19,300	6,000	45.1%
505-7201-561.18-04	Temp Help Meter Reader	19,117	19,731	20,800	20,800	20,800	0	0.0%
505-7201-561.18-05	Overtime Civilian	309,809	201,276	311,300	311,300	305,300	(6,000)	(1.9%)
	Salaries	3,233,637	3,179,276	3,242,100	3,413,800	3,321,800	(92,000)	(2.7%)
505-7201-561.19-01	Workers Compensation	186,500	195,800	203,600	203,600	209,700	6,100	3.0%
505-7201-561.19-05	Medical Insurance	485,100	511,600	525,700	525,700	565,400	39,700	7.6%
505-7201-561.19-10	IMRF	414,732	370,033	363,700	382,900	410,100	27,200	7.1%
505-7201-561.19-11	Social Security	201,283	192,914	200,300	210,900	205,200	(5,700)	(2.7%)
505-7201-561.19-12	Medicare	47,617	45,676	47,000	49,500	48,200	(1,300)	(2.6%)
505-7201-561.19-15	Compensated Absences	44,428	(19,621)	0	0	0	0	N/A
	Fringe Benefits	1,379,660	1,296,402	1,340,300	1,372,600	1,438,600	66,000	4.8%
505-7201-561.20-05	Professional Services	34,674	31,943	99,000	99,000	56,000	(43,000)	(43.4%)
505-7201-561.20-40	General Insurance	42,700	44,800	47,000	47,000	48,400	1,400	3.0%
505-7201-561.21-02	Equipment Maintenance	22,046	19,461	37,500	37,500	35,000	(2,500)	(6.7%)
505-7201-561.21-03	Radio Maintenance	2,214	577	2,500	2,500	2,500	0	0.0%
505-7201-561.21-11	Building Maintenance	1,014	2,848	13,000	13,023	7,500	(5,523)	(42.4%)
505-7201-561.21-20	Pumping Station Maint	10,090	20,988	31,700	31,680	22,000	(9,680)	(30.6%)
505-7201-561.21-25	Sewer Collection System	15,038	14,142	47,300	47,295	20,000	(27,295)	(57.7%)
505-7201-561.21-30	Water Distribution System	98,638	108,574	275,000	275,000	295,000	20,000	7.3%
505-7201-561.21-35	Meter Installation	271,473	215,718	211,800	211,835	204,000	(7,835)	(3.7%)
505-7201-561.21-36	Equipment Rental	232,266	183,574	245,000	245,000	240,000	(5,000)	(2.0%)
505-7201-561.21-50	Utility Services	460,542	451,155	311,000	311,000	318,000	7,000	2.3%
505-7201-561.21-53	Northwest Water Com	3,274,989	3,290,902	3,250,600	3,496,000	3,548,800	52,800	1.5%
505-7201-561.21-62	Disposal Services	57,282	46,620	75,000	75,000	75,000	0	0.0%
505-7201-561.21-65	Other Services	71,541	33,494	64,000	64,000	59,000	(5,000)	(7.8%)
505-7201-561.22-02	Dues	1,947	4,673	3,000	3,000	3,000	0	0.0%
505-7201-561.22-03	Travel & Training	20,370	17,579	15,000	13,400	15,100	1,700	12.7%
505-7201-561.22-05	Postage	2,287	2,383	3,500	3,500	4,000	500	14.3%
505-7201-561.22-10	Printing	1,774	1,681	1,800	1,800	1,800	0	0.0%
505-7201-561.22-20	Annual Consumer Report	12,930	13,563	16,000	20,000	16,000	(4,000)	(20.0%)
505-7201-561.22-25	IT/GIS Service Charge	164,400	153,400	151,900	151,900	141,000	(10,900)	(7.2%)
505-7201-561.22-30	Claims & Refunds	3,401	0	10,000	10,000	10,000	0	0.0%
505-7201-561.22-37	Vehicle/Equip Lease Chrg	335,700	394,900	317,500	317,500	336,200	18,700	5.9%
505-7201-561.22-70	Telephone Services	44,758	47,149	30,000	20,000	30,000	10,000	50.0%
	Contractual Services	5,182,074	5,100,124	5,259,100	5,496,933	5,488,300	(8,633)	(0.2%)

WATER & SEWER FUND (505)

EXPENDITURES

Water Utility Operations (continued)

7201

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
505-7201-561.30-01	Publications Periodicals	761	558	1,000	1,000	1,000	0	0.0%
505-7201-561.30-05	Office Supplies & Equip	4,023	3,354	3,500	3,500	3,800	300	8.6%
505-7201-561.30-20	Photographic Supplies	21	371	1,000	1,000	500	(500)	(50.0%)
505-7201-561.30-30	Data System Supplies	4,457	1,098	5,000	5,000	3,000	(2,000)	(40.0%)
505-7201-561.30-35	Clothing	25,845	16,385	25,000	25,000	26,000	1,000	4.0%
505-7201-561.30-50	Petroleum Products	85,637	61,755	67,900	73,700	80,200	6,500	8.8%
505-7201-561.31-01	Water Distribution Sup	145,339	167,203	195,000	185,000	184,000	(1,000)	(0.5%)
505-7201-561.31-02	Meters Backflow Devices	94,893	277,505	178,900	178,898	148,000	(30,898)	(17.3%)
505-7201-561.31-05	Pumping and Storage Sup	9,502	23,401	40,000	40,000	30,000	(10,000)	(25.0%)
505-7201-561.31-07	Sewer Collection Supplies	33,573	38,311	38,000	38,000	40,000	2,000	5.3%
505-7201-561.31-40	Agricultural Supplies	5,848	2,213	15,000	15,000	13,000	(2,000)	(13.3%)
505-7201-561.31-55	Building Supplies	6,273	3,667	15,000	15,000	15,000	0	0.0%
505-7201-561.31-60	Chemicals	15,229	6,516	20,000	20,000	20,500	500	2.5%
505-7201-561.31-65	Other Equip & Supplies	65,133	45,239	68,700	68,685	67,700	(985)	(1.4%)
505-7201-561.31-85	Small Tools and Equipment	9,915	7,438	20,000	20,000	17,500	(2,500)	(12.5%)
505-7201-561.31-90	Street and Sidewalk Sup	126,363	175,614	170,000	170,000	177,000	7,000	4.1%
505-7201-561.33-05	Other Supplies	12,704	6,082	15,000	15,000	15,000	0	0.0%
	Commodities	645,516	836,710	879,000	874,783	842,200	(32,583)	(3.7%)
505-7201-561.40-75	Administrative Serv Charge	1,148,500	1,205,900	1,266,200	1,266,200	1,329,500	63,300	5.0%
505-7201-561.40-77	Bad Debt Expense	1,727	1,979	0	0	0	0	N/A
505-7201-561.40-79	OPEB Liability Expense	68,249	67,922	70,000	70,000	70,000	0	0.0%
	Other Charges	1,218,476	1,275,801	1,336,200	1,336,200	1,399,500	63,300	4.7%
505-7201-561.50-10	Office Equipment	8,594	6,039	10,000	15,000	15,000	0	0.0%
505-7201-561.50-15	Other Equipment	80,342	41,675	116,600	116,600	136,100	19,500	16.7%
505-7201-561.50-20	Building Improvements	14,071	12,871	72,000	72,000	20,000	(52,000)	(72.2%)
	Capital Outlay	103,007	60,585	198,600	203,600	171,100	(32,500)	(16.0%)
	Total Water Utility Operations	11,762,370	11,748,898	12,255,300	12,697,916	12,661,500	(36,416)	(0.3%)

Capital Projects

9001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
505-9001-571.50-25	Construction in Progress	1,474,028	520,306	1,674,300	2,561,117	860,000	(1,701,117)	(66.4%)
	Capital Outlay	1,474,028	520,306	1,674,300	2,561,117	860,000	(1,701,117)	(66.4%)
	Total Capital Projects	1,474,028	520,306	1,674,300	2,561,117	860,000	(1,701,117)	(66.4%)

WATER & SEWER FUND (505)

EXPENDITURES

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
505-9901-591.40-96	Operating Contingency	0	0	0	133,500	200,000	66,500	49.8%
505-9901-591.90-05	Operating Transfer Out	0	0	0	80,000	80,000	0	0.0%
	Other Financing Uses	0	0	0	213,500	280,000	66,500	31.1%
	Total Non-Operating	0	0	0	213,500	280,000	66,500	31.1%
	Total Water & Sewer Fund	14,117,495	13,235,573	14,882,000	16,498,733	14,824,400	(1,674,333)	(10.1%)

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1705	Account Clerk III	B21	1.00	1.00	
1735	Administrative Assistant II	B21	1.00	1.00	
1710	Account Clerk II	A13	6.00	6.00	
1720	Data Entry Clerk	A11	0.50	0.50	
Total F-T-E			8.50	8.50	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund	8.00	8.00	
505 Water & Sewer Fund	8.50	8.50	
Total F-T-E All Funds	16.50	16.50	0.00

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

FINANCE

0501

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
505-0501-503.10-01	Salaries	Salaries	512,500		518,800	
505-0501-503.18-01	Temporary Help	Temporary Help	1,000		1,000	
505-0501-503.18-05	Overtime Civilian	Overtime Civilian	500		500	
TOTAL SALARIES			514,000		520,300	
FRINGE BENEFITS:						
505-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance	1,100		1,100	
505-0501-503.19-05	Medical Insurance	Medical Insurance	94,900		95,100	
505-0501-503.19-10	IMRF	IMRF	57,500		64,100	
505-0501-503.19-11	Social Security	Social Security	31,900		32,300	
505-0501-503.19-12	Medicare	Medicare	7,500		7,500	
TOTAL FRINGE BENEFITS			192,900		200,100	
CONTRACTUAL SERVICES:						
505-0501-503.20-05	Professional Services	Annual audit (30% share)	12,400		12,400	
		Annual actuarial valuation of post employment benefits (30% share)	2,000	14,400	2,000	14,400
505-0501-503.21-65	Other Services	Lease for Pitney Bowes DI950	23,500		23,500	
		Bank fees for credit card payment program	10,200		10,200	
		Bank service charges, lien filing and processing and lock box charges	31,300		31,300	
		Budget Amend - Pitney Bowes upgrade	9,500	74,500	0	65,000
505-0501-503.22-03	Travel & Training	GFOA programs	1,500		1,000	
505-0501-503.22-05	Postage	Mailing of water bills and notices	62,000		62,000	
505-0501-503.22-10	Printing	Water bills, envelopes and shut off notices	14,200		14,200	
505-0501-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	97,700		90,900	
TOTAL CONTRACTUAL SERVICES			264,300		247,500	
COMMODITIES:						
505-0501-503.30-05	Office Supplies & Equip	Supplies for Pitney Bowes DI950 and miscellaneous supplies & equipment	5,000		5,000	
TOTAL COMMODITIES			5,000		5,000	

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

FINANCE (cont.)

0501

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
OTHER CHARGES:				
505-0501-503.40-87	Sewer Backup Rebate Prg	Sanitary sewer flood prevention rebate program	50,000	50,000
		TOTAL OTHER CHARGES	<u>50,000</u>	<u>50,000</u>
		TOTAL FINANCE	<u>1,026,200</u>	<u>1,022,900</u>

WATER & SEWER FUND**Water Utility Operations****PERSONNEL SUMMARY**

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1370	Supt. of Utilities	C51	1.00	1.00	
1360	Public Works Services Coord.	P12	1.00	1.00	
1467	Electronics Systems Supervisor	P12	1.00	0.00	(1.00)
1380	Foreman II	P12	1.00	1.00	
1385	Foreman I	P10	2.00	2.00	
1400	Electrician II	P08	1.00	1.00	
1470	Electronics Technician I	P08	1.00	1.00	
1390	Crew Chief	P07	3.00	3.00	
1485	Pump Operator	P06	4.00	4.00	
1480	Water Services Supervisor	P05	1.00	1.00	
1415	Maintenance Worker II	P04	15.00	15.00	
1420	Maintenance Worker I	P03	4.00	4.00	
1488	Water Meter Technician	P03	2.00	2.00	
1723	Administrative Support Coordinator	B22	1.00	1.00	
1745	Staff Assistant	A12	2.00	2.00	
1715	Account Clerk I	A12	0.25	0.25	
1487	Drafter	A12	1.00	1.00	
Total F-T-E			41.25	40.25	(1.00)

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund			
Public Works	37.25	34.25	(3.00)
Municipal Buildings & Grounds	7.00	7.00	
505 Water & Sewer Fund	41.25	40.25	(1.00)
621 Fleet Operations Fund	10.50	10.50	
Total F-T-E All Funds	96.00	92.00	(4.00)

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS

7201

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
505-7201-561.10-01	Salaries	Salaries		3,068,400		2,976,400
505-7201-561.18-01	Temporary Help	Temporary Help		13,300		19,300
505-7201-561.18-04	Temp Help Meter Reader	Temp Help Meter Reader		20,800		20,800
505-7201-561.18-05	Overtime Civilian	Overtime Civilian		311,300		305,300
		TOTAL SALARIES		3,413,800		3,321,800
FRINGE BENEFITS:						
505-7201-561.19-01	Workers' Compensation	Workers' Compensation Insurance		203,600		209,700
505-7201-561.19-05	Medical Insurance	Medical Insurance		525,700		565,400
505-7201-561.19-10	IMRF	IMRF		382,900		410,100
505-7201-561.19-11	Social Security	Social Security		210,900		205,200
505-7201-561.19-12	Medicare	Medicare		49,500		48,200
		TOTAL FRINGE BENEFITS		1,372,600		1,438,600
CONTRACTUAL SERVICES:						
505-7201-561.20-05	Professional Services	Samples - Environmental Protection Agency & others, incl. lead sampling	28,000			35,000
		Consulting engineer studies	5,000			5,000
		Disinfection by-products study and analysis	16,000			16,000
		Water System Energy Audit using EECBG funds (MS1003)	50,000	99,000	0	56,000
505-7201-561.20-40	General Insurance	Liability and property insurance		47,000		48,400
505-7201-561.21-02	Equipment Maintenance	Maintenance of water & sewer control and information system, cathodic protection, chemical feed equipment, office equipment, tracers and detectors	21,000			21,000
		Emergency generator maintenance	0			5,000
		AMR support	12,000			9,000
		Prior Year Encumbrance Carryover	4,500	37,500	0	35,000
505-7201-561.21-03	Radio Maintenance	Maintenance of 2-way radios & pagers		2,500		2,500
505-7201-561.21-11	Building Maintenance	Miscellaneous building repairs	5,000			5,000
		Door replacement	3,000			2,500
		Prior Year Encumbrance Carryover	5,023	13,023	0	7,500
505-7201-561.21-20	Pumping Station Maint	Miscellaneous pump repairs	22,000			22,000
		Prior Year Encumbrance Carryover	9,680	31,680	0	22,000

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
505-7201-561.21-25	Sewer Collection Systems	Lift station repairs	10,000		10,000	
		Emergency repairs	10,000		10,000	
		Prior Year Encumbrance Carryover	27,295	47,295	0	20,000
505-7201-561.21-30	Water Distribution System	Contract landscape and pavement repairs for main break damage	250,000		270,000	
		Emergency repairs	25,000	275,000	25,000	295,000
505-7201-561.21-35	Meter Installation	Installation of replacement meters, testing and repair of larger meters and backflow preventers	198,000		204,000	
		Prior Year Encumbrance Carryover	13,835	211,835	0	204,000
505-7201-561.21-36	Equipment Rental	Misc. rental of tapping equipment, tools, etc.	5,000		5,000	
		Debris and spoil hauling	210,000		205,000	
		Heavy equipment rental	30,000	245,000	30,000	240,000
505-7201-561.21-50	Utility Services	Electrical energy for pumping water, operating lift stations & misc. uses; natural gas for standby power (minimum charges)		311,000		318,000
505-7201-561.21-53	Northwest Water Comm	Contribution per Commission agreement		3,496,000		3,548,800
505-7201-561.21-62	Disposal Services	Disposal and landfill		75,000		75,000
505-7201-561.21-65	Other Services	Turf/landscape maintenance	25,000		25,000	
		J.U.L.I.E. charge	13,000		13,000	
		State of Illinois NPDES permit fees (State mandate)	21,000		21,000	
		Emergency generator evaluation	5,000	64,000		59,000
505-7201-561.22-02	Dues	Dues		3,000		3,000
505-7201-561.22-03	Travel & Training	Production Unit				
		Illinois Section AWWA Annual Meeting	1,000		1,000	
		AWWA Conference	1,000		2,200	
		Continuing education for licensed water operators	2,000		2,000	
		Miscellaneous seminars	100		100	
		Distribution Unit				
		AWWA Conference	2,000		2,000	
		Illinois Section AWWA Annual Meeting	1,000		1,000	
		Miscellaneous seminars	100		100	
		Sewer Unit				
		Sewer Cleaner Symposium (Federal Mandate Requirement)	0		1,200	
		Miscellaneous meetings/seminars	100		0	
		Administration				
		AWWA Annual programs	5,000		4,600	
		Misc. travel/meeting expense	1,100	13,400	900	15,100
505-7201-561.22-05	Postage	Misc. postage and freight charges	1,900		1,900	
		Bi-weekly & monthly water sample shipping	1,600	3,500	2,100	4,000

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
505-7201-561.22-10	Printing	Misc. notices, door hangers, envelopes, work management sheets		1,800		1,800
505-7201-561.22-20	Annual Consumer Report	Publication of "Consumer Confidence Report" (Federal mandate)		20,000		16,000
505-7201-561.22-25	IT/GIS Service Charge	IT/GIS service charge		151,900		141,000
505-7201-561.22-30	Claims and Refunds	Overpayment refunds, damage claims, reimbursement for maintenance due to system malfunctions		10,000		10,000
505-7201-561.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		317,500		336,200
505-7201-561.22-70	Telephone Services	Leased lines for monitoring utility system		20,000		30,000
		TOTAL CONTRACTUAL SERVICES		5,496,933		5,488,300
COMMODITIES:						
505-7201-561.30-01	Publications/Periodicals	Miscellaneous publications		1,000		1,000
505-7201-561.30-05	Office Supplies & Equip.	General office supplies		3,500		3,800
505-7201-561.30-20	Photographic Supplies	Film and processing		1,000		500
505-7201-561.30-30	Data Systems Supplies	Charts, paper, mag tapes	1,000		1,000	
		Control boards	1,000		1,000	
		Miscellaneous electronic supplies	3,000	5,000	1,000	3,000
505-7201-561.30-35	Clothing	Uniform garments	10,000		10,000	
		Boots, rain gear, gloves, and miscellaneous clothing	7,500		7,500	
		Safety glasses, goggles, hard hats, safety shoes and miscellaneous safety equipment	5,000		6,000	
		Trench excavation hard hats	2,500	25,000	2,500	26,000
505-7201-561.30-50	Petroleum Products	Fuel for vehicles and equipment	70,000		76,500	
		Oil & antifreeze for pumps & generators	3,700	73,700	3,700	80,200
505-7201-561.31-01	Water Distrib Supplies	Pipes, fittings, valves, vaults	45,000		45,000	
		Hydrants	70,000		70,000	
		Clamps and cut-in-sleeves	25,000		25,000	
		Service supplies	21,500		21,500	
		Hydrant paint	3,000		3,000	
		Damage repair (reimbursable)	2,500		2,500	
		New water tap & water service (resale)	14,000		12,000	
		Miscellaneous	4,000	185,000	5,000	184,000
505-7201-561.31-02	Meters/Backflow Devices	Meter repair parts	25,000		25,000	
		Backflow prevention	25,000		25,000	
		Meters (exchange/replace)	70,000		70,000	
		Water meters (resale)	25,000		20,000	
		Backflow (resale)	10,000		8,000	
		Prior Year Encumbrance Carryover	23,898	178,898	0	148,000

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
505-7201-561.31-05	Pumping/Storage Supplies	Replacement materials for pipes, pumps, pump parts, etc.	30,000		30,000	
		Prior Year Encumbrance Carryover	10,000	40,000	0	30,000
505-7201-561.31-07	Sewer Collection Supplies	Sewer pipe, manholes, catch basins	14,000		15,000	
		Sand, brick, cement, rings	5,500		6,000	
		Sewer clamps and covers	9,000		9,000	
		Frames and grates	9,500	38,000	10,000	40,000
505-7201-561.31-40	Agricultural Supplies	Materials for repairing parkways due to main breaks and sewer blockages and for maintaining well sites:				
		Black dirt	9,000		8,000	
		Sod, seed and plants	5,000		4,000	
		Fertilizers and chemicals	1,000	15,000	1,000	13,000
505-7201-561.31-55	Building Supplies	Electrical, plumbing & hardware supplies, lumber & paint for maintenance & building repairs		15,000		15,000
505-7201-561.31-60	Chemicals	Chlorine gas	3,000		3,500	
		Test kits, buffer solution & miscellaneous supplies	5,000		5,000	
		Grease emulsifier	12,000	20,000	12,000	20,500
505-7201-561.31-65	Other Equip. & Supplies	Telemetry cabinet modifications	3,000		3,500	
		Pump controller/sequencer modifications	1,200		1,000	
		Electrical control parts, breakers	3,500		4,500	
		Engine/generator supplies	1,500		2,000	
		Electric cables	2,200		2,200	
		Batteries	4,200		4,500	
		Hoses (sewer flusher)	7,000		7,200	
		Miscellaneous supplies	2,500		2,500	
		Concrete blades & root cutters	12,900		13,300	
		Sewer televising system supplies	800		800	
		Root cutters, blades & shoes	8,500		8,700	
		Chlorine system components	6,000		6,000	
		Magnetic valve box locators (2)	1,700		1,500	
		SCADA computer	4,500		4,500	
		Transducers	5,500		5,500	
		Prior Year Encumbrance Carryover	3,685	68,685	0	67,700
505-7201-561.31-85	Small Tools & Equipment	Misc. expendable hand tools & equipment		20,000		17,500
505-7201-561.31-90	Street & Sidewalk Supplies	Materials for restoration of streets and parkways due to water main breaks and repairs:				
		Asphalt	44,000		46,000	
		Concrete	30,000		32,000	
		Gravel	90,000		92,000	
		Miscellaneous materials	6,000	170,000	7,000	177,000
505-7201-561.33-05	Other Supplies	Misc. equipment and supplies		15,000		15,000
TOTAL COMMODITIES				874,783		842,200

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
OTHER CHARGES:						
505-7201-561.40-75	Admin Service Charge	Costs of personal services and materials purchased from General Fund but benefiting Water Utility Operations		1,266,200		1,329,500
505-7201-561.40-79	OPEB Liability Expense	OPEB liability expense		70,000		70,000
		TOTAL OTHER CHARGES		1,336,200		1,399,500
CAPITAL OUTLAY:						
505-7201-561.50-10	Office Equipment	Desk, chair & file cabinet repl (EQ9503)		15,000		15,000
505-7201-561.50-15	Other Equipment	Water Operational Equipment (EQ9401)				
		2" trash pumps (2)	7,000		7,000	
		3" trash pumps (2)	10,600		10,600	
		Gas detectors (3)	3,000		3,000	
		S.C.A.D.A. upgrades (1)	7,500		7,500	
		Electronic test equipment (1)	4,500		4,500	
		Sanitary pump (1)	20,000		20,000	
		Stormwater pump & valve (1)	10,000		10,000	
		Portable generator	0		2,500	
		Generator upgrades	0		10,000	
		Excavation tools	0		5,000	
		Sewer television inspection equip	0		11,000	
		Security equipment	0		10,000	
		Line locating equipment	0		6,000	
		Time Keeping/Time Processing Sys	0		9,000	
		Dehumidifier (1)	3,500		0	
		Trench shoring (1)	10,000		0	
		Water main cut-off saw (1)	4,000		0	
		Pipe tapping equipment (1)	4,000		0	
		Radio equipment (2)	7,500		0	
		SCADA & AMR computers (2)	5,000		0	
		Emergency generator upgrade (EQ9902)	10,000		10,000	
		Vulnerability assessment implementation (EQ0502)	10,000	116,600	10,000	136,100
505-7201-561.50-20	Building Improvements	PW Annex improvements (BL9302)	20,000		20,000	
		Roof replacement (BL9506)	52,000	72,000	0	20,000
		TOTAL CAPITAL OUTLAY		203,600		171,100
		TOTAL WATER UTILITY		12,697,916		12,661,500

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

CAPITAL PROJECTS

9001

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CAPITAL OUTLAY:						
505-9001-571.50-25	Construction in Progress	Sewer:				
		Sewer Rehab/Replacement Program (SW9001)	350,000		250,000	
		Prior Year Encumbrance Carryover	260,025	610,025	0	250,000
		Federal Stormwater Regulation Measures (SW0504)		10,000		10,000
		Regent Park Sanitary Relief Sewer (SW1101)	1,000,000		0	
		Prior Year Encumbrance Carryover	6,775	1,006,775	0	0
		Water:				
		Watermain Replacement Program (WA9001)	350,000		350,000	
		Prior Year Encumbrance Carryover	259,317	609,317	0	350,000
		Automated Meter Reading System (WA0302)		100,000		100,000
		Water tank painting (WA1101)		50,000		150,000
		Deepwell Rehabilitation (WA1102)		175,000		0
		TOTAL CAPITAL OUTLAY		<u>2,561,117</u>		<u>860,000</u>
		TOTAL CAPITAL PROJECTS		<u>2,561,117</u>		<u>860,000</u>

WATER & SEWER FUND (505)

EXPENDITURE DETAIL

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
OTHER CHARGES:				
505-9901-591.40-96	Operating Contingency	Operating Contingency	133,500	200,000
		TOTAL OTHER CHARGES	133,500	200,000
NON-OPERATING:				
505-9901-591.90-05	Operating Transfer Out	Operating Transfer Out To fund medical insurance (contingency)	80,000	80,000
		TOTAL NON-OPERATING	80,000	80,000
		TOTAL NON-OPERATING	213,500	280,000
		TOTAL WATER & SEWER FUND	16,498,733	14,824,400

► **Fund at a Glance**

The Arts, Entertainment & Events (A&E) Fund was established to account for some of the Village’s costs associated with Village presentation and participation in arts, theatrical and other community events. A .25% Food & Beverage Tax (FBT) is used as a dedicated source of revenue for this fund. The FY2010 Proposed Budget includes additional event expenses that have been moved to this fund and were previously accounted for in the General Fund.

Restrictions:

VILLAGE POLICY – The Village finances the items listed in this fund through a .25% Food & Beverage Tax (FBT). Effective September 2004, the Village’s total FBT was raised from 1% to 1.25%. The additional .25% is deposited directly into the A&E Fund.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$478,671	\$419,219	\$418,100	\$450,000	\$418,700	(\$31,300)	(7.0%)
Fees	0	0	6,000	0	12,000	12,000	N/A
Interest Income	16,304	11,514	6,000	5,000	5,000	0	0.0%
Other	32,351	30,375	38,500	36,600	68,000	31,400	85.8%
Total Revenues	\$527,326	\$461,108	\$468,600	\$491,600	\$503,700	\$12,100	2.5%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$527,326	\$461,108	\$468,600	\$491,600	\$503,700	\$12,100	2.5%
Expenditures							
Personal Services	\$17,703	\$67,300	\$73,100	\$69,300	\$76,400	\$7,100	10.2%
Contractual Services	150,000	150,000	150,000	150,000	150,000	0	0.0%
Commodities	23,126	24,017	26,800	27,400	27,000	(400)	(1.5%)
Other Charges	87,056	91,436	112,800	199,500	210,800	11,300	5.7%
Capital Items	38,199	22,451	58,300	58,317	30,000	(28,317)	(48.6%)
Debt Service	0	0	0	0	0	0	N/A
Total Expenditures	\$316,084	\$355,204	\$421,000	\$504,517	\$494,200	(\$10,317)	(2.0%)
Interfund Transfers Out	0	300,000	50,000	50,000	0	(50,000)	(100.0%)
Total Expenditures and Interfund Transfers Out	\$316,084	\$655,204	\$471,000	\$554,517	\$494,200	(\$60,317)	(10.9%)
REVENUES OVER (UNDER) EXPENDITURES	\$211,242	(\$194,096)	(\$2,400)	(\$62,917)	\$9,500	\$72,417	(115.1%)
BEGINNING WORKING CASH	272,063	483,305	289,209	289,209	286,809	(2,400)	(0.8%)
ENDING WORKING CASH	\$483,305	\$289,209	\$286,809	\$226,292	\$296,309	\$70,017	30.9%

ARTS, ENTERTAINMENT & EVENTS FUND (515)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 EST ACT	2010-11 BUDGET	2011-12 BUDGET	2012-13 BUDGET	2013-14 BUDGET	2014-15 BUDGET	2015-16 BUDGET
REVENUES										
FOOD & BEVERAGE TAX		478,671	419,219	418,100	450,000	418,700	427,100	435,600	444,300	453,200
INTEREST INCOME		16,304	11,514	6,000	5,000	5,000	5,000	5,000	5,000	5,000
BUILDING MANAGEMENT FEE		0	0	6,000	0	12,000	12,000	12,000	12,000	12,000
HEARTS OF GOLD		15,665	20,325	22,000	22,000	22,000	22,000	22,000	22,000	22,000
MANE EVENT		9,636	9,250	7,500	9,600	0	0	0	0	0
SOUNDS OF SUMMER		0	0	6,000	0	6,000	6,000	6,000	6,000	6,000
PREMIUM SPONSOR		7,050	0	3,000	5,000	5,000	5,000	5,000	5,000	5,000
OTHER INCOME - ARL HTS 125TH CELEBRATION		0	800	0	0	35,000	0	0	0	0
TOTAL REVENUES		527,326	461,108	468,600	491,600	503,700	477,100	485,600	494,300	503,200
EXPENDITURES										
EVENTS										
Hearts of Gold	AE-06-22	27,053	20,366	20,000	22,000	22,000	22,000	22,000	22,000	22,000
Mane Event	AE-06-28	41,195	38,149	39,650	44,100	43,500	44,400	45,300	46,200	47,100
Promenade of the Arts	AE-06-34	12,811	16,974	15,400	17,300	20,000	20,400	20,800	21,200	21,600
Sounds of Summer	AE-06-38	42,224	44,467	53,100	47,400	44,200	45,100	46,000	46,900	47,800
Community Awareness Events	AE-06-46	0	2,004	4,000	4,000	4,000	4,100	4,200	4,300	4,400
Frontier Days	AE-06-18	0	13,600	14,700	14,200	15,200	15,500	15,800	16,100	16,400
Halloween	AE-06-20	0	2,700	3,400	2,800	3,500	3,600	3,700	3,800	3,900
Irish Fest	AE-06-24	0	2,800	3,200	2,900	3,300	3,400	3,500	3,600	3,700
July 4th Parade	AE-06-26	0	7,200	6,800	7,500	7,000	7,100	7,200	7,300	7,400
Memorial Day Parade	AE-06-30	0	4,100	5,100	4,300	5,300	5,400	5,500	5,600	5,700
Tree Lighting Event	AE-06-40	0	7,800	7,600	8,400	7,800	8,000	8,200	8,400	8,600
National Night Out	AE-06-50	0	5,000	6,150	5,200	6,400	6,500	6,600	6,700	6,800
Run/Walk	AE-06-42	0	3,700	3,400	3,700	3,500	3,600	3,700	3,800	3,900
Walter Payton Run	AE-06-53	0	2,400	0	2,400	0	0	0	0	0
Autumn Harvest	AE-10-01	0	11,492	7,200	10,000	8,500	8,700	8,900	9,100	9,300
Memorial Day Veterans Even	AE-11-01	0	0	0	2,000	0	0	0	0	0
Arlington Heights 125th Year Celebrator	AE-12-01	0	0	0	0	35,000	0	0	0	0
SUBTOTAL - EVENTS		123,283	182,752	189,700	198,200	229,200	197,800	201,400	205,000	208,600
Metropolis Theater Subsidy	AE-05-04	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
SUBTOTAL - OPERATING EXPENDITURES		273,283	332,752	339,700	348,200	379,200	347,800	351,400	355,000	358,600
EQUIPMENT										
Equipment Replacement - Metropolis	EQ-06-03	38,199	22,452	58,300	58,317	30,000	30,000	30,000	30,000	30,000
SUBTOTAL - EQUIPMENT		38,199	22,452	58,300	58,317	30,000	30,000	30,000	30,000	30,000
NON-OPERATING										
Transfer to General Fund		0	300,000	50,000	50,000	0	0	0	0	0
Reserve for Replacement (Metropolis)		0	0	0	75,000	75,000	75,000	75,000	75,000	75,000
Building Reserve - Condo Association		4,602	0	23,000	23,000	10,000	10,000	10,000	10,000	10,000
SUBTOTAL - NON-OPERATING		4,602	300,000	73,000	148,000	85,000	85,000	85,000	85,000	85,000
TOTAL EXPENDITURES		316,084	655,204	471,000	554,517	494,200	462,800	466,400	470,000	473,600
BEGINNING WORKING CASH		422,063	558,305	289,209		286,809	296,309	310,609	329,809	354,109
REVENUES OVER (UNDER) EXPENDS.		211,242	(194,096)	(2,400)	(62,917)	9,500	14,300	19,200	24,300	29,600
RESERVE FOR REPLACEMENT		(75,000)	(75,000)	0		0	0	0	0	0
ENDING WORKING CASH *		558,305	289,209	286,809		296,309	310,609	329,809	354,109	383,709

* Note: As of 4/30/08 the working cash calculation equals current assets less liabilities less a subtraction for the reserve for replacement. This provides a building reserve for future major repairs and improvements to the Metropolis Theater. The building reserve is shown as a net asset in the Village's CAFR and will be increased each year by \$75,000, unless some or all of the reserve funds are used with the advise of the theater operator, PAM, and per Village Board direction.

ARTS, ENTERTAINMENT & EVENTS FUND (515)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
515-0000-402.25-00	Food & Beverage Tax (AE0502)	478,671	419,219	418,100	450,000	418,700	(31,300)	(7.0%)	
	Business Taxes	478,671	419,219	418,100	450,000	418,700	(31,300)	(7.0%)	
515-0000-431.45-00	Building Management Fee	0	0	6,000	0	12,000	12,000	N/A	
	Fees	0	0	6,000	0	12,000	12,000	N/A	
515-0000-461.02-00	Interest on Investments	10,914	8,633	6,000	5,000	5,000	0	0.0%	
515-0000-461.10-00	Market Value Adjustments	5,390	2,881	0	0	0	0	N/A	
	Interest Income	16,304	11,514	6,000	5,000	5,000	0	0.0%	
515-0000-481.50-00	Hearts of Gold Awards Dinner	15,665	20,325	22,000	22,000	22,000	0	0.0%	
515-0000-481.51-00	Mane Event	9,636	9,250	7,500	9,600	0	(9,600)	(100.0%)	
515-0000-481.55-00	Premium Sponsors	7,050	0	3,000	5,000	5,000	0	0.0%	
515-0000-481.65-01	Sounds of Summer	0	0	6,000	0	6,000	6,000	N/A	
515-0000-481.70-00	125 Year Celebration	0	0	0	0	35,000	35,000	N/A	
	Special Events	32,351	29,575	38,500	36,600	68,000	31,400	85.8%	
515-0000-489.90-00	Other Income	0	800	0	0	0	0	N/A	
	Other	0	800	0	0	0	0	N/A	
	Total Arts, Ent. & Events Fund	527,326	461,108	468,600	491,600	503,700	12,100	2.5%	

SPECIAL EVENTS OPERATIONS WITH DEDICATED REVENUE

FY2012 BUDGET

	Mane Event	Hearts of Gold	Sounds of Summer	125 Year Celebration	Other Special Events Comm. Events	TOTAL
Event Revenue						
Mane Event	0					0
Hearts of Gold		22,000				22,000
Sounds of Summer			6,000			6,000
Arlington Heights 125 Year Celebration				35,000		35,000
Premium Sponsors					5,000	5,000
Total Event Revenue	0	22,000	6,000	35,000	5,000	68,000
Event Expenditures						
Mane Event	43,500					43,500
Hearts of Gold		22,000				22,000
Sounds of Summer			44,200			44,200
Arlington Heights 125 Year Celebration				35,000		35,000
Other Special Events Commission Events					16,300	16,300
Total Event Expenditures	43,500	22,000	44,200	35,000	16,300	161,000
Dedicated Revenues over/(under) Expenditures	(43,500)	0	(38,200)	0	(11,300)	(93,000) *

* The balance of these events and all other A&E Fund events are funded with Food & Beverage Tax revenue.

ARTS, ENTERTAINMENT & EVENTS FUND (515)

EXPENDITURES

Board of Trustees

0101

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-0101-525.40-55	Special Events	10,511	14,774	10,600	15,000	15,000	0	0.0%
	Other Charges	10,511	14,774	10,600	15,000	15,000	0	0.0%
	Total Board of Trustees	10,511	14,774	10,600	15,000	15,000	0	0.0%

Manager's Office

0201

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-0201-525.40-55	Special Events *	23,210	25,851	29,800	25,000	20,000	(5,000)	(20.0%)
	Other Charges	23,210	25,851	29,800	25,000	20,000	(5,000)	(20.0%)
	Total Manager's Office	23,210	25,851	29,800	25,000	20,000	(5,000)	(20.0%)

* FY2011 expenditures were offset by Sounds of Summer Sponsorships of \$5,950 - Village's expenses were \$23,850

Special Events Commission

1018

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-1018-525.40-55	Special Events	48,733	48,807	45,400	57,500	86,800	29,300	51.0%
	Other Charges	48,733	48,807	45,400	57,500	86,800	29,300	51.0%
	Total Special Events Comm	48,733	48,807	45,400	57,500	86,800	29,300	51.0%

ARTS, ENTERTAINMENT & EVENTS FUND (515)

EXPENDITURES

Arts Commission

1022

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-1022-525.40-55	Special Events	0	2,004	4,000	4,000	4,000	0	0.0%
	Other Charges	0	2,004	4,000	4,000	4,000	0	0.0%
	Total Arts Commission	0	2,004	4,000	4,000	4,000	0	0.0%

Metropolis Theater

2005

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-2005-525.20-05	Professional Services	150,000	150,000	150,000	150,000	150,000	0	0.0%
	Contractual Services	150,000	150,000	150,000	150,000	150,000	0	0.0%
515-2005-525.50-55	Other Capital Outlay	38,199	22,451	58,300	58,317	30,000	(28,317)	(48.6%)
	Capital Outlay	38,199	22,451	58,300	58,317	30,000	(28,317)	(48.6%)
	Total Metropolis Theater	188,199	172,451	208,300	208,317	180,000	(28,317)	(13.6%)

Police

3001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-3001-525.18-07	Overtime Sworn	2,200	37,600	40,800	39,400	42,300	2,900	7.4%
	Salaries	2,200	37,600	40,800	39,400	42,300	2,900	7.4%
	Total Police	2,200	37,600	40,800	39,400	42,300	2,900	7.4%

ARTS, ENTERTAINMENT & EVENTS FUND (515)

EXPENDITURES

Fire

3501

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-3501-525.18-07	Overtime Sworn Salaries	800	1,700	1,500	1,700	1,600	(100)	(5.9%)
		800	1,700	1,500	1,700	1,600	(100)	(5.9%)
	Total Fire	800	1,700	1,500	1,700	1,600	(100)	(5.9%)

Public Works

7101

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-7101-525.18-05	Overtime Civilian Salaries	13,135	26,800	30,800	27,000	31,300	4,300	15.9%
		13,135	26,800	30,800	27,000	31,300	4,300	15.9%
	Total Public Works	13,135	26,800	30,800	27,000	31,300	4,300	15.9%

Municipal Buildings & Grounds

7105

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-7105-525.33-05	Other Supplies Commodities	23,126	24,017	26,800	27,400	27,000	(400)	(1.5%)
		23,126	24,017	26,800	27,400	27,000	(400)	(1.5%)
	Total Municipal Blds & Grds	23,126	24,017	26,800	27,400	27,000	(400)	(1.5%)

ARTS, ENTERTAINMENT & EVENTS FUND (515)

EXPENDITURES

Water Utility

7201

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-7201-525.18-05	Overtime Civilian Salaries	1,568	1,200	0	1,200	1,200	0	0.0%
		1,568	1,200	0	1,200	1,200	0	0.0%
	Total Water Utility	1,568	1,200	0	1,200	1,200	0	0.0%

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
515-9901-525.40-91	Reserve for Replacement	0	0	0	75,000	75,000	0	0.0%
515-9901-525.40-92	Building Reserve (Condo Assoc)	4,602	0	23,000	23,000	10,000	(13,000)	(56.5%)
515-9901-591.90-05	Operating Transfer Out	0	300,000	50,000	50,000	0	(50,000)	
	Other Financing Uses	4,602	300,000	73,000	148,000	85,000	(63,000)	(42.6%)
	Total Non-Operating	4,602	300,000	73,000	148,000	85,000	(63,000)	(42.6%)
	Total Arts, Ent. & Events Fund	316,084	655,204	471,000	554,517	494,200	(60,317)	(10.9%)

SPECIAL EVENTS - Cost by Event

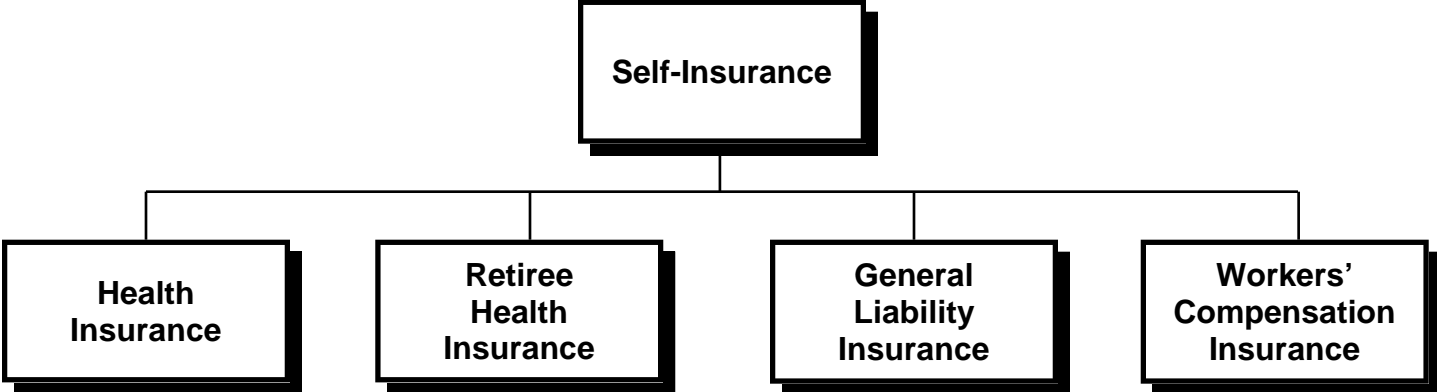
Event	Project #	Department	Expense Description	FY11 Exp Bud	FY11 Proj Act	FY12 Exp Bud
Autumn Harvest	AE-10-01	Special Events Com	Special Events	10,000	7,200	8,500
				10,000	7,200	8,500
Arl Hts 125 Year Celebration	AE-12-01	Special Events Com	Special Events	0	0	35,000
				0	0	35,000
Community Awareness Events	AE-06-46	Arts Commission	Special Events	4,000	4,000	4,000
				4,000	4,000	4,000
Frontier Days	AE-06-18	Police	Overtime	14,200	14,700	15,200
				14,200	14,700	15,200
Halloween	AE-06-20	Police	Overtime	2,800	3,400	3,500
				2,800	3,400	3,500
Hearts of Gold	AE-06-22	Special Events Com	Special Events	22,000	20,000	22,000
				22,000	20,000	22,000
Irish Fest	AE-06-24	Police Public Works	Overtime Overtime	2,000 900	2,000 1,200	2,100 1,200
				2,900	3,200	3,300
July 4th Parade	AE-06-26	Police	Overtime	7,500	6,800	7,000
				7,500	6,800	7,000
Mane Event	AE-06-28	Special Events Com Police Fire Public Works Mun Bldg & Grounds Water Utility Operations	Special Events Overtime Overtime Overtime Barricade rental, signs, etc. Overtime	23,000 2,900 900 7,500 9,400 400	18,000 2,400 550 9,800 8,900 0	21,000 2,500 600 10,000 9,000 400
				44,100	39,650	43,500
Memorial Day Parade	AE-06-30	Police	Overtime	4,300	5,100	5,300
				4,300	5,100	5,300
Memorial Day Veterans Event	AE-11-0-1	Special Events Com	Special Events	2,000	0	0
				2,000	0	0
National Night Out	AE-06-50	Police Fire	Overtime Overtime	4,400 800	5,200 950	5,400 1,000
				5,200	6,150	6,400
Promenade of Art	AE-06-34	Board of Trustees Public Works	Special Events Overtime	15,000 2,300	10,600 4,800	15,000 5,000
				17,300	15,400	20,000
Run/Walk	AE-06-42	Public Works	Overtime	3,700	3,400	3,500
				3,700	3,400	3,500
Sounds of Summer	AE-06-38	Manager's Office Public Works Mun Bldg & Grounds Water Utility Operations	Entertainment; sound system Overtime Stage, skirt, tent rental, etc. Overtime	25,000 3,600 18,000 800	29,800 5,400 17,900 0	20,000 5,400 18,000 800
				47,400	53,100	44,200
Tree Lighting Event	AE-06-40	Police Special Events Com Public Works	Overtime Special Events Overtime	1,300 500 6,600	1,200 200 6,200	1,300 300 6,200
				8,400	7,600	7,800
Walter Payton Run	AE-06-53	Public Works	Overtime	2,400	0	0
				2,400	0	0
TOTAL SPECIAL EVENTS - COST BY EVENT				198,200	189,700	229,200

SPECIAL EVENTS - Cost by Department

Department	Event	Project #	Expense Description	FY11 Exp Bud	FY11 Proj Act	FY12 Exp Bud
Board of Trustees	Promenade of Art	AE-06-34	Special Events	15,000	10,600	15,000
				15,000	10,600	15,000
Manager's Office	Sounds of Summer	AE-06-38	Entertainment; sound system	25,000	29,800	20,000
				25,000	29,800	20,000
Special Events Com	Hearts of Gold	AE-06-22	Special Events	22,000	20,000	22,000
	Mane Event	AE-06-28	Special Events	23,000	18,000	21,000
	Tree Lighting Event	AE-06-40	Special Events	500	200	300
	Autumn Harvest	AE-10-01	Special Events	10,000	7,200	8,500
	Memorial Day Veterans Event	AE-11-01	Special Events	2,000	0	0
	Arl Hts 125 Year Celebration	AE-12-01	Special Events	0	0	35,000
				57,500	45,400	86,800
Arts Commission	Community Awareness Events	AE-06-46	Special Events	4,000	4,000	4,000
				4,000	4,000	4,000
Police	Frontier Days	AE-06-18	Overtime	14,200	14,700	15,200
	Halloween	AE-06-20	Overtime	2,800	3,400	3,500
	Irish Fest	AE-06-24	Overtime	2,000	2,000	2,100
	July 4th Parade	AE-06-26	Overtime	7,500	6,800	7,000
	Mane Event	AE-06-28	Overtime	2,900	2,400	2,500
	Memorial Day Parade	AE-06-30	Overtime	4,300	5,100	5,300
	Tree Lighting Event	AE-06-40	Overtime	1,300	1,200	1,300
	National Night Out	AE-06-50	Overtime	4,400	5,200	5,400
				39,400	40,800	42,300
Fire	Mane Event	AE-06-28	Overtime	900	550	600
	National Night Out	AE-06-50	Overtime	800	950	1,000
				1,700	1,500	1,600
Public Works	Irish Fest	AE-06-24	Overtime	900	1,200	1,200
	Mane Event	AE-06-28	Overtime	7,500	9,800	10,000
	Promenade of Art	AE-06-34	Overtime	2,300	4,800	5,000
	Sounds of Summer	AE-06-38	Overtime	3,600	5,400	5,400
	Tree Lighting Event	AE-06-40	Overtime	6,600	6,200	6,200
	Run/Walk	AE-06-42	Overtime	3,700	3,400	3,500
	Walter Payton Run	AE-06-53	Overtime	2,400	0	0
				27,000	30,800	31,300
Mun Bldg & Grounds	Mane Event	AE-06-28	Barricade rental, signs, etc.	9,400	8,900	9,000
	Sounds of Summer	AE-06-38	Stage, skirt, tent rental, etc.	18,000	17,900	18,000
				27,400	26,800	27,000
Water Utility Operations	Mane Event	AE-06-28	Overtime	400	0	400
	Sounds of Summer	AE-06-38	Overtime	800	0	800
				1,200	0	1,200
TOTAL SPECIAL EVENTS - COST BY DEPARTMENT				198,200	189,700	229,200

SELF INSURANCE FUNDS

ORGANIZATION STRUCTURE



VILLAGE OF ARLINGTON HEIGHTS

CHARGES TO OPERATIONS FOR INSURANCE FY2011-12

			MEDICAL INSURANCE A/C #1905			GENERAL INSURANCE A/C #2040			WORKERS' COMPENSATION A/C #1901		
FUND	OPERATION		2010-11	2011-12	VARIANCE	2010-11	2011-12	VARIANCE	2010-11	2011-12	VARIANCE
101	0101-501	Board of Trustees	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$100	\$0
101	0201-502	Village Manager	67,800	68,000	200	5,700	5,900	200	1,200	1,200	0
101	0301-503	Human Resources	18,200	18,400	200	4,800	4,900	100	400	400	0
101	0301-503	HR - Duty Disability	87,200	87,800	600	0	0	0	0	0	0
101	0401-503	Legal	35,800	35,800	0	2,500	2,600	100	600	600	0
101	0501-503	Finance	102,900	103,000	100	13,500	13,900	400	2,200	2,300	100
101	0509-503	Village Clerk	34,800	17,600	(17,200)	1,500	1,500	0	100	100	0
101	1001-502	Boards & Commissions	0	0	0	2,300	2,400	100	0	0	0
101	3001-511	Police	1,947,500	1,909,900	(37,600)	206,300	212,500	6,200	498,400	513,400	15,000
101	3005-511	Police Grant	5,700	5,900	200	0	0	0	300	300	0
101	3501-512	Fire	1,661,000	1,687,900	26,900	171,900	177,100	5,200	498,500	513,500	15,000
101	4001-521	Planning & Comm Devlp	133,100	134,600	1,500	5,100	5,300	200	2,100	2,200	100
101	4501-523	Building	210,100	193,700	(16,400)	9,600	9,900	300	35,800	36,900	1,100
101	5001-524	Engineering	141,200	142,700	1,500	20,500	21,100	600	34,000	35,000	1,000
101	7001-541	Health Services	153,500	154,300	800	15,000	15,500	500	14,700	15,100	400
101	7007-541	Senior Services	17,300	17,300	0	8,600	8,900	300	500	500	0
101	7101-531	Public Works	571,500	506,100	(65,400)	82,400	84,900	2,500	307,300	316,500	9,200
101	7105-503	Municipal Buildings	94,800	106,800	12,000	7,200	7,400	200	20,900	21,500	600
	Sub-Total General Fund		\$5,282,400	\$5,189,800	(\$92,600)	\$556,900	\$573,800	\$16,900	\$1,417,100	\$1,459,600	\$42,500
235	3001-532	Police	\$54,800	\$57,100	\$2,300	\$7,600	7,800	\$200	\$7,800	\$8,000	\$200
505	0501-503	Finance	94,900	95,100	200	0	0	0	1,100	1,100	0
505	7201-561	Water Utilities Operation	525,700	565,400	39,700	47,000	48,400	1,400	203,600	209,700	6,100
605	0301-552	Human Resources	17,600	17,600	0	0	0	0	100	100	0
611	0501-552	Finance	0	0	0	300	0	(300)	0	0	0
615	0301-552	Human Resources	8,100	8,100	0	0	0	0	100	100	0
621	7501-551	Municipal Fleet Services	157,600	159,800	2,200	0	0	0	39,200	40,400	1,200
625	0601-553	IT	80,400	62,100	(18,300)	3,900	4,000	100	500	500	0
625	0701-553	GIS	17,600	17,700	100	0	0	0	100	100	0
	TOTAL ALL FUNDS		\$6,239,100	\$6,172,700	(\$66,400)	\$615,700	\$634,000	\$18,300	\$1,669,600	\$1,719,600	\$50,000
291	6001-601	Memorial Library	950,300	914,900	(35,400)	0	0	0	0	0	0
	TOTAL CHARGES		\$7,189,400	\$7,087,600	(\$101,800)	\$615,700	\$634,000	\$18,300	\$1,669,600	\$1,719,600	\$50,000

► **Fund at a Glance**

The Village is self insured and separately tracks the revenues and expenditures for employee health insurance and related benefits. In distributing costs, formulas are developed to charge the appropriate amount back to the fund where the cost is associated. For example, the Village charges back to the fund/operation where the employees are accounted; costs are charged based on the type of elected coverage (health and dental, single or dependent, HMO or PPO). Because we are self-insured, we monitor these costs in a single fund presentation for the purpose of financial analysis.

Restrictions:

VILLAGE POLICY – The Village has decided to self-insure these costs. Personnel policy regulates the level of the employee's share of the cost benefits for non-union employees. Labor contracts govern the level and employee's share of the cost of benefits for the police and fire unions.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Service Charges	\$6,726,500	\$6,888,000	\$7,069,400	\$7,189,400	\$7,087,600	(\$101,800)	(1.4%)
Interest Income	46,536	22,970	20,000	15,000	15,000	0	0.0%
Sales/Reimbursable/Rents	1,211,908	1,258,736	1,010,000	1,002,200	1,000,000	(2,200)	(0.2%)
Other	107,371	0	1,000	0	0	0	N/A
Total Revenues	\$8,092,315	\$8,169,706	\$8,100,400	\$8,206,600	\$8,102,600	(\$104,000)	(1.3%)
Interfund Transfers In	0	0	0	440,000	280,000	(160,000)	(36.4%)
Total Revenues and Interfund Transfers In	\$8,092,315	\$8,169,706	\$8,100,400	\$8,646,600	\$8,382,600	(\$264,000)	(3.1%)
Expenditures							
Personal Services	\$93,328	\$106,655	\$112,200	\$113,500	\$116,900	\$3,400	3.0%
Contractual Services	3,447,542	3,266,759	3,345,400	3,505,900	3,639,300	133,400	3.8%
Commodities	465	392	500	500	500	0	0.0%
Other Charges	4,066,319	3,876,066	4,089,500	5,835,900	4,914,700	(921,200)	(15.8%)
Total Expenditures	\$7,607,654	\$7,249,872	\$7,547,600	\$9,455,800	\$8,671,400	(\$784,400)	(8.3%)
Interfund Transfers Out	872,085	517,679	743,300	792,200	1,176,100	383,900	48.5%
Total Expenditures and Interfund Transfers Out	\$8,479,739	\$7,767,551	\$8,290,900	\$10,248,000	\$9,847,500	(\$400,500)	(3.9%)
REVENUES OVER (UNDER) EXPENDITURES	(\$387,424)	\$402,155	(\$190,500)	(\$1,601,400)	(\$1,464,900)	\$136,500	(8.5%)
BEGINNING WORKING CASH	2,694,143	2,306,719	2,708,874	2,708,874	2,518,374	(190,500)	(7.0%)
ENDING WORKING CASH	\$2,306,719	\$2,708,874	\$2,518,374	\$1,107,474	\$1,053,474	(\$54,000)	(4.9%)

HEALTH INSURANCE FUND (605)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
605-0000-451.68-00	Charges To Operations	5,982,700	6,126,700	6,239,100	6,239,100	6,172,700	(66,400)	(1.1%)
605-0000-451.70-00	Library Health Charge	743,800	761,300	830,300	950,300	914,900	(35,400)	(3.7%)
	Charges for Services	6,726,500	6,888,000	7,069,400	7,189,400	7,087,600	(101,800)	(1.4%)
605-0000-461.02-00	Interest on Investments	30,798	17,758	20,000	15,000	15,000	0	0.0%
605-0000-462.10-00	Market Value Adjustments	15,738	5,212	0	0	0	0	N/A
	Interest Income	46,536	22,970	20,000	15,000	15,000	0	0.0%
605-0000-471.11-00	Cobra Payments	27,599	53,222	40,000	60,000	60,000	0	0.0%
605-0000-471.12-00	Employee Contrib Health	678,763	688,837	700,000	714,200	710,000	(4,200)	(0.6%)
605-0000-471.13-00	Employee Contrib Dental	199,075	203,860	200,000	198,000	200,000	2,000	1.0%
605-0000-471.19-00	Employee Contrib Life	27,818	27,966	30,000	30,000	30,000	0	0.0%
605-0000-471.23-00	Individual Stop-Loss Proceeds	278,653	284,851	40,000	0	0	0	N/A
	Insurance	1,211,908	1,258,736	1,010,000	1,002,200	1,000,000	(2,200)	(0.2%)
605-0000-489.90-00	Other Income	107,371	0	1,000	0	0	0	N/A
	Other	107,371	0	1,000	0	0	0	N/A
605-0000-491.05-00	Operating Transfer In	0	0	0	440,000	280,000	(160,000)	(36.4%)
	Other Financing Sources	0	0	0	440,000	280,000	(160,000)	(36.4%)
	Total Health Insurance Fund	8,092,315	8,169,706	8,100,400	8,646,600	8,382,600	(264,000)	(3.1%)

HEALTH INSURANCE FUND (605)

EXPENDITURES

Human Resources

0301

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
605-0301-552.10-01	Salaries	69,195	74,098	78,300	79,000	81,300	2,300	2.9%
605-0301-552.18-01	Temporary Help	587	1,107	1,000	1,600	1,600	0	0.0%
	Salaries	69,782	75,205	79,300	80,600	82,900	2,300	2.9%
605-0301-552.19-01	Workers Compensation	100	100	100	100	100	0	0.0%
605-0301-552.19-05	Medical Insurance	7,100	16,300	17,600	17,600	17,600	0	0.0%
605-0301-552.19-10	IMRF	8,601	8,728	9,000	9,000	10,000	1,000	11.1%
605-0301-552.19-11	Social Security	3,942	4,358	5,000	5,000	5,100	100	2.0%
605-0301-552.19-12	Medicare	922	1,019	1,200	1,200	1,200	0	0.0%
605-0301-552.19-15	Compensated Absences	2,881	946	0	0	0	0	N/A
	Fringe Benefits	23,546	31,451	32,900	32,900	34,000	1,100	3.3%
605-0301-552.20-05	Professional Services	0	380	4,500	4,500	4,500	0	0.0%
605-0301-552.20-45	Claims Administration	428,092	277,311	204,900	390,900	345,300	(45,600)	(11.7%)
605-0301-552.20-50	Loss Prevention Program	104,327	89,506	132,500	132,500	132,500	0	0.0%
605-0301-552.20-55	Health Insurance Premiums	167,425	259,388	322,200	274,200	359,400	85,200	31.1%
605-0301-552.20-60	HMO Insurance Premiums	2,623,639	2,524,540	2,583,000	2,604,500	2,699,100	94,600	3.6%
605-0301-552.20-65	Life Insurance Employer	90,599	80,727	62,000	62,000	62,000	0	0.0%
605-0301-552.20-66	Supple Life Employee	29,007	30,307	31,000	31,000	31,000	0	0.0%
605-0301-552.22-03	Travel & Training	0	454	1,000	2,000	1,500	(500)	(25.0%)
605-0301-552.22-05	Postage	553	146	500	500	500	0	0.0%
605-0301-552.22-15	Photocopying	0	500	300	300	300	0	0.0%
605-0301-552.22-25	IT/GIS Service Charge	3,900	3,500	3,500	3,500	3,200	(300)	(8.6%)
	Contractual Services	3,447,542	3,266,759	3,345,400	3,505,900	3,639,300	133,400	3.8%
605-0301-552.33-05	Other Supplies	465	392	500	500	500	0	0.0%
	Commodities	465	392	500	500	500	0	0.0%
605-0301-552.42-75	Claims Medical Loss	3,622,326	3,454,702	3,699,400	5,418,200	4,538,200	(880,000)	(16.2%)
605-0301-552.42-77	Claims Dental Loss	438,631	416,026	384,500	412,100	370,900	(41,200)	(10.0%)
605-0301-552.42-79	OPEB Liability Expense	5,362	5,337	5,600	5,600	5,600	0	0.0%
	Other Charges	4,066,319	3,876,065	4,089,500	5,835,900	4,914,700	(921,200)	(15.8%)
	Total Human Resources	7,607,654	7,249,872	7,547,600	9,455,800	8,671,400	(784,400)	(8.3%)

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
605-9901-591.90-05	Operating Transfer Out	872,085	517,679	743,300	792,200	1,176,100	383,900	48.5%
	Other Financing Uses	872,085	517,679	743,300	792,200	1,176,100	383,900	48.5%
	Total Non-Operating	872,085	517,679	743,300	792,200	1,176,100	383,900	48.5%
	Total Health Insurance Fund	8,479,739	7,767,551	8,290,900	10,248,000	9,847,500	(400,500)	(3.9%)

HEALTH INSURANCE FUND

Human Resources

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1040	HR/Benefits Specialist	C41	1.00	1.00	
Total F-T-E			1.00	1.00	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund	2.00	2.00	
605 Health Insurance Fund	1.00	1.00	
615 Workers' Compensation Fund	1.00	1.00	
Total F-T-E All Funds	4.00	4.00	0.00

HEALTH INSURANCE FUND (605)

EXPENDITURE DETAIL

HUMAN RESOURCES

0301

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
605-0301-552.10-01	Salaries	Salaries	79,000		81,300	
605-0301-552.18-01	Temporary Help	Temporary Help	1,600		1,600	
TOTAL SALARIES			80,600		82,900	
FRINGE BENEFITS:						
605-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance	100		100	
605-0301-552.19-05	Medical Insurance	Medical Insurance	17,600		17,600	
605-0301-552.19-10	IMRF	IMRF	9,000		10,000	
605-0301-552.19-11	Social Security	Social Security	5,000		5,100	
605-0301-552.19-12	Medicare	Medicare	1,200		1,200	
TOTAL FRINGE BENEFITS			32,900		34,000	
CONTRACTUAL SERVICES:						
605-0301-552.20-05	Professional Services	Legal and consultant fees	4,500		4,500	
605-0301-552.20-45	Claims Administration	Fee charged for processing claims and administering contracts, including utilization review	390,900		345,300	
605-0301-552.20-50	Loss Prevention/Program	Employee Assistance Program	13,500		13,500	
		Wellness Program	17,000		17,000	
		Employee physical exams	102,000	132,500	102,000	132,500
605-0301-552.20-55	Health Insurance Prem	Specific stop loss (100,000 per claim)	233,800		322,000	
		Aggregate stop loss (125% of expected claims)	40,400	274,200	37,400	359,400
605-0301-552.20-60	HMO Insurance Premium	Alternative HMO medical coverage	2,604,500		2,699,100	
605-0301-552.20-65	Life Ins Prem - Employer	Life and accidental death and dismemberment insurance coverage	62,000		62,000	
605-0301-552.20-66	Supplemental Life-Employee	Supplemental life additional at the employee's expense	31,000		31,000	
605-0301-552.22-03	Travel & Training	Travel & training	2,000		1,500	
605-0301-552.22-05	Postage	Postage	500		500	
605-0301-552.22-15	Photocopying	Photocopies & supplies	300		300	
605-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	3,500		3,200	
TOTAL CONTRACTUAL SERVICES			3,505,900		3,639,300	

HEALTH INSURANCE FUND (605)

EXPENDITURE DETAIL

HUMAN RESOURCES (cont.)

0301

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
COMMODITIES:				
605-0301-552.33-05	Other Supplies	Miscellaneous office supplies	500	500
TOTAL COMMODITIES			<u>500</u>	<u>500</u>
OTHER CHARGES:				
605-0301-552.42-75	Claims-Medical Loss	Self-funded maximum claims of employees using conventional (PPO) health insurance (net of individual stop loss)	5,418,200	4,538,200
605-0301-552.42-77	Claims-Dental Loss	Self-funded expected dental claims	412,100	370,900
605-0301-552.42-79	OPEB Liability Expense	OPEB liability expense	5,600	5,600
TOTAL OTHER CHARGES			<u>5,835,900</u>	<u>4,914,700</u>
TOTAL HUMAN RESOURCES			<u>9,455,800</u>	<u>8,671,400</u>

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
NON-OPERATING:				
605-9901-591.90-05	Operating Transfer Out	Operating Transfer Out To fund retiree medical insurance	792,200	1,176,100
TOTAL NON-OPERATING			<u>792,200</u>	<u>1,176,100</u>
TOTAL NON-OPERATING			<u>792,200</u>	<u>1,176,100</u>
TOTAL HEALTH INSURANCE FUND			<u>10,248,000</u>	<u>9,847,500</u>

► **Fund at a Glance**

The Village is self insured and separately tracks the revenues and expenditures for retiree health insurance and related benefits. In distributing costs, formulas are developed to charge the retiree the amount to fund the cost of health insurance. For example, the Village charges retirees 100% of the premium costs calculated to fund claims; costs are charged based on the type of elected coverage (health and dental, single or dependent, HMO or PPO). Because we operate on a pay as you go basis, we monitor these costs in a separate fund for the purpose of financial analysis.

Restrictions:

VILLAGE POLICY – The Village has decided to self-insure these costs. To be eligible for the retiree health insurance plan, an employee must qualify for retirement under one of the Village’s retirement plans. The retiree pays 100% of the premium determined necessary to cover claims. Claims are pooled with active employees to operate the self insured health insurance benefits on a pay as you go basis.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Sales/Reimbursable/Rents	\$1,361,290	\$1,555,389	\$1,520,000	\$1,593,700	\$1,550,000	(\$43,700)	(2.7%)
Other	0	102,322	99,300	107,000	100,000	(7,000)	(6.5%)
Total Revenues	\$1,361,290	\$1,657,711	\$1,619,300	\$1,700,700	\$1,650,000	(\$50,700)	(3.0%)
Interfund Transfers In	872,085	517,679	743,300	792,200	1,176,100	383,900	48.5%
Total Revenues and Interfund Transfers In	\$2,233,375	\$2,175,390	\$2,362,600	\$2,492,900	\$2,826,100	\$333,200	13.4%
Expenditures							
Contractual Services	\$515,656	\$581,395	\$527,800	\$651,700	\$620,600	(\$31,100)	(4.8%)
Other Charges	1,717,719	1,593,995	1,834,800	1,841,200	2,205,500	364,300	19.8%
Total Expenditures	\$2,233,375	\$2,175,390	\$2,362,600	\$2,492,900	\$2,826,100	\$333,200	13.4%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$2,233,375	\$2,175,390	\$2,362,600	\$2,492,900	\$2,826,100	\$333,200	13.4%
REVENUES OVER (UNDER) EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0	N/A
BEGINNING WORKING CASH	0	0	0	0	0	0	N/A
ENDING WORKING CASH	\$0	\$0	\$0	\$0	\$0	\$0	N/A

RETIREE HEALTH INSURANCE FUND (606)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
606-0000-471.10-00	Retiree Insurance Payment Insurance	1,361,290	1,555,389	1,520,000	1,593,700	1,550,000	(43,700)	(2.7%)
		1,361,290	1,555,389	1,520,000	1,593,700	1,550,000	(43,700)	(2.7%)
606-0000-489.90-00	Other Income Other	0	102,322	99,300	107,000	100,000	(7,000)	(6.5%)
		0	102,322	99,300	107,000	100,000	(7,000)	(6.5%)
606-0000-491.05-00	Operating Transfer In Other Financing Sources	872,085	517,679	743,300	792,200	1,176,100	383,900	48.5%
		872,085	517,679	743,300	792,200	1,176,100	383,900	48.5%
								N/A
	Total Retiree Health Ins Fund	2,233,375	2,175,390	2,362,600	2,492,900	2,826,100	333,200	13.4%

RETIREE HEALTH INSURANCE FUND (606)

EXPENDITURES

Human Resources

0301

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
606-0301-552.20-05	Professional Services	508	3,000	4,100	4,100	4,100	0	0.0%
606-0301-552.20-45	Claims Administration	88,151	78,216	92,000	110,200	155,100	44,900	40.7%
606-0301-552.20-55	Health Insurance Premiums	135,482	188,157	144,700	215,500	161,500	(54,000)	(25.1%)
606-0301-552.20-60	HMO Insurance Premiums	291,515	312,022	287,000	321,900	299,900	(22,000)	(6.8%)
	Contractual Services	515,656	581,395	527,800	651,700	620,600	(31,100)	(4.8%)
606-0301-552.42-75	Claims Medical Loss	1,651,896	1,527,538	1,662,100	1,711,100	2,038,900	327,800	19.2%
606-0301-552.42-77	Claims Dental Loss	65,823	66,457	172,700	130,100	166,600	36,500	28.1%
	Other Charges	1,717,719	1,593,995	1,834,800	1,841,200	2,205,500	364,300	19.8%
	Total Human Resources	2,233,375	2,175,390	2,362,600	2,492,900	2,826,100	333,200	13.4%
	Total Retiree Health Ins Fund	2,233,375	2,175,390	2,362,600	2,492,900	2,826,100	333,200	13.4%

RETIREE HEALTH INSURANCE FUND (606)

EXPENDITURE DETAIL

HUMAN RESOURCES

0301

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
606-0301-552.20-05	Professional Services	Legal and consultant fees		4,100		4,100
606-0301-552.20-45	Claims Administration	Fee charged for processing claims and administering contracts, including utilization review		110,200		155,100
606-0301-552.20-55	Health Insurance Prem	Specific stop loss (100,000 per claim)	183,800		144,700	
		Aggregate stop loss (125% of expected claims)	31,700	215,500	16,800	161,500
606-0301-552.20-60	HMO Insurance Premium	Alternative HMO medical coverage		321,900		299,900
		TOTAL CONTRACTUAL SERVICES		651,700		620,600
OTHER CHARGES:						
606-0301-552.42-75	Claims-Medical Loss	Self-funded maximum claims of employees using conventional (PPO) health insurance (net of individual stop loss)		1,711,100		2,038,900
606-0301-552.42-77	Claims-Dental Loss	Self-funded expected dental claims		130,100		166,600
		TOTAL OTHER CHARGES		1,841,200		2,205,500
		TOTAL HUMAN RESOURCES		2,492,900		2,826,100
		TOTAL RETIREE HEALTH INS FUND		2,492,900		2,826,100

► **Fund at a Glance**

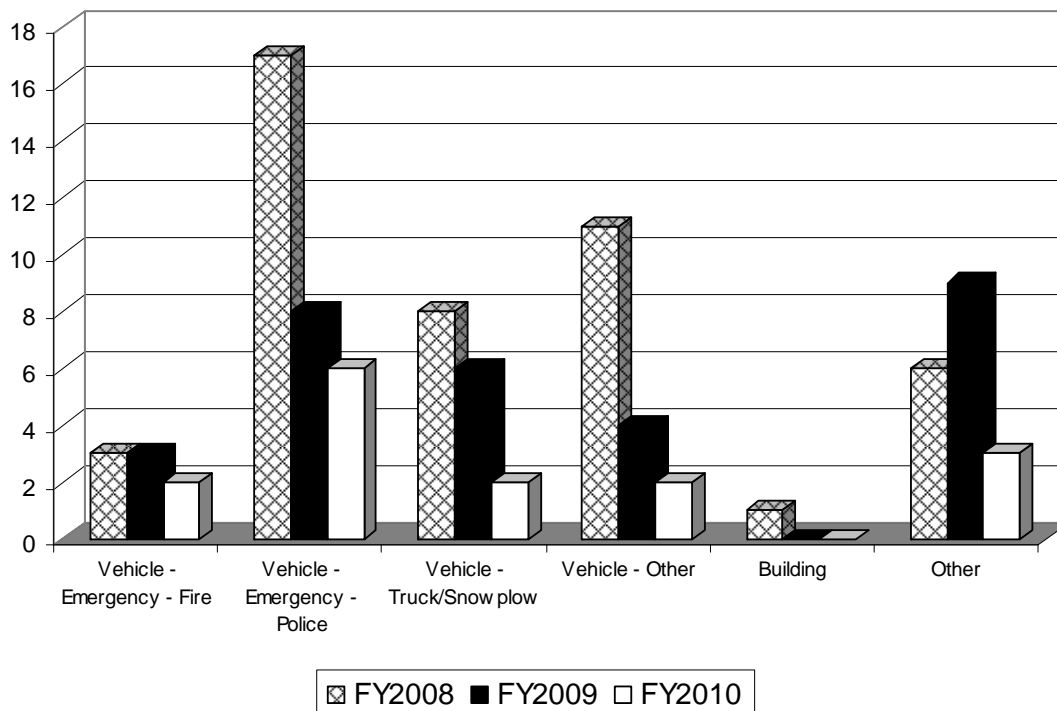
The Village maintains a separate General Liability Insurance Fund since it has decided to self-insure to protect itself from litigation that may arise from any form of liability, property losses and civil rights litigation. In distributing the costs, formulas are developed to charge the appropriate amount back to the fund where the liability is generated. Because we are self-insured, we monitor these costs in a single fund presentation for the purpose of financial analysis. As of May 1, 2003, excess liability coverage attaches at \$2 million. As of May 1, 2004 to further protect the financial stability of this fund, the Village purchased a separate \$1 million policy to cover the gap between self-insuring the first \$1 million of any claim and the excess liability coverage amount.

Restrictions:

VILLAGE POLICY – Since the Village has decided to self-insure these costs, this operation must meet regulations promulgated by the State Department of Insurance. The Village has joined a multi-jurisdictional pooled arrangement to provide for excess liability umbrella coverage known as High Excess Liability Pool (H.E.L.P.).

► **Performance Measures**

Top Six Accidents by Type



GENERAL LIABILITY INSURANCE FUND

(Continued)

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Service Charges	\$564,700	\$592,800	\$615,700	\$622,300	\$634,000	\$11,700	1.9%
Interest Income	129,942	71,993	54,000	70,000	54,000	(16,000)	(22.9%)
Other	7,199	0	0	0	0	0	N/A
Total Revenues	\$701,841	\$664,793	\$669,700	\$692,300	\$688,000	(\$4,300)	(0.6%)
Interfund Transfers In	0	0	0	0	300,000	300,000	N/A
Total Revenues and Interfund Transfers In	\$701,841	\$664,793	\$669,700	\$692,300	\$988,000	\$295,700	42.7%
Expenditures							
Contractual Services	\$350,460	\$334,845	\$483,400	\$491,800	\$498,200	\$6,400	1.3%
Other Charges	264,577	314,977	1,206,300	1,327,250	420,000	(907,250)	(68.4%)
Total Expenditures	\$615,037	\$649,822	\$1,689,700	\$1,819,050	\$918,200	(\$900,850)	(49.5%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$615,037	\$649,822	\$1,689,700	\$1,819,050	\$918,200	(\$900,850)	(49.5%)
REVENUES OVER (UNDER) EXPENDITURES	\$86,804	\$14,971	(\$1,020,000)	(\$1,126,750)	\$69,800	\$1,196,550	(106.2%)
BEGINNING WORKING CASH	3,588,879	3,675,683	3,690,654	3,690,654	2,670,654	(1,020,000)	(27.6%)
ENDING WORKING CASH	\$3,675,683	\$3,690,654	\$2,670,654	\$2,563,904	\$2,740,454	\$176,550	6.9%

GENERAL LIABILITY INSURANCE FUND (611)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
611-0000-451.68-00	Charges To Operations	564,700	592,800	615,700	622,300	634,000	11,700	1.9%
	Charges for Services	564,700	592,800	615,700	622,300	634,000	11,700	1.9%
611-0000-461.02-00	Interest on Investments	88,577	54,127	54,000	70,000	54,000	(16,000)	(22.9%)
611-0000-462.10-00	Market Value Adjustments	41,365	17,866	0	0	0	0	N/A
	Interest Income	129,942	71,993	54,000	70,000	54,000	(16,000)	(22.9%)
611-0000-489.90-00	Other Income	7,199	0	0	0	0	0	N/A
	Other	7,199	0	0	0	0	0	N/A
611-0000-491.05-00	Operating Transfer In	0	0	0	0	300,000	300,000	N/A
	Other Financing Sources	0	0	0	0	300,000	300,000	N/A
Total General Liability Ins Fund		701,841	664,793	669,700	692,300	988,000	295,700	42.7%

GENERAL LIABILITY INSURANCE FUND (611)

EXPENDITURES

Finance

0501

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
611-0501-552.20-05	Professional Services	0	0	6,000	6,000	6,000	0	0.0%
611-0501-552.20-40	General Insurance	300	300	300	300	0	(300)	(100.0%)
611-0501-552.20-45	Claims Administration	38,777	38,754	40,000	42,000	42,000	0	0.0%
611-0501-552.20-50	Loss Prevention Program	0	0	0	5,000	5,000	0	0.0%
611-0501-552.20-70	Insurance Premiums	311,381	295,707	437,000	437,900	445,000	7,100	1.6%
611-0501-552.21-65	Other Services	0	0	0	500	100	(400)	(80.0%)
611-0501-552.22-05	Postage	2	84	100	100	100	0	0.0%
	Contractual Services	350,460	334,845	483,400	491,800	498,200	6,400	1.3%
611-0501-552.42-53	Vehicle Loss	83,592	91,739	85,000	85,000	85,000	0	0.0%
611-0501-552.42-55	Property Loss	16,394	142	21,300	26,250	10,000	(16,250)	(61.9%)
611-0501-552.42-60	Liability Losses	164,591	223,096	1,100,000	1,216,000	325,000	(891,000)	(73.3%)
	Other Charges	264,577	314,977	1,206,300	1,327,250	420,000	(907,250)	(68.4%)
Total Finance		615,037	649,822	1,689,700	1,819,050	918,200	(900,850)	(49.5%)
Total General Liability Ins Fund		615,037	649,822	1,689,700	1,819,050	918,200	(900,850)	(49.5%)

GENERAL LIABILITY INSURANCE FUND (611)

EXPENDITURE DETAIL

FINANCE

0501

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
CONTRACTUAL SERVICES:						
611-0501-552.20-05	Professional Services	Insurance consultant	3,000		3,000	
		Annual update of Village property valuation	3,000	6,000	3,000	6,000
611-0501-552.20-40	General Insurance	Liability and property insurance		300		0
611-0501-552.20-45	Claims Administration	Claims administration		42,000		42,000
611-0501-552.20-50	Loss Prevention/Program	Miscellaneous loss prevention		5,000		5,000
611-0501-552.20-70	Insurance Premiums	HELP (excess liability)	236,500		241,000	
		Property insurance	100,300		114,000	
		Boiler and machinery insurance	11,000		0	
		Public entity excess	76,700		77,000	
		Treasurer's bond	12,400		12,000	
		Notary bonds	1,000	437,900	1,000	445,000
611-0501-552.21-65	Other Services	Other contractual services		500		100
611-0501-552.22-05	Postage	Postage		100		100
TOTAL CONTRACTUAL SERVICES				491,800		498,200
OTHER CHARGES:						
611-0501-552.42-53	Vehicle Loss	Property loss and liability loss regarding vehicle accidents		85,000		85,000
611-0501-552.42-55	Property Loss	Property loss, not including vehicle damage	10,000		10,000	
		Budget Amendment - replace fire alarm at Historical Society due to lightning strike	16,250	26,250	0	10,000
611-0501-552.42-60	Liability Losses	General liability, not including vehicle liability	325,000		325,000	
		Budget Amendment	891,000	1,216,000	0	325,000
TOTAL OTHER CHARGES				1,327,250		420,000
TOTAL FINANCE				1,819,050		918,200
TOTAL GENERAL LIABILITY INS FUND				1,819,050		918,200

► **Fund at a Glance**

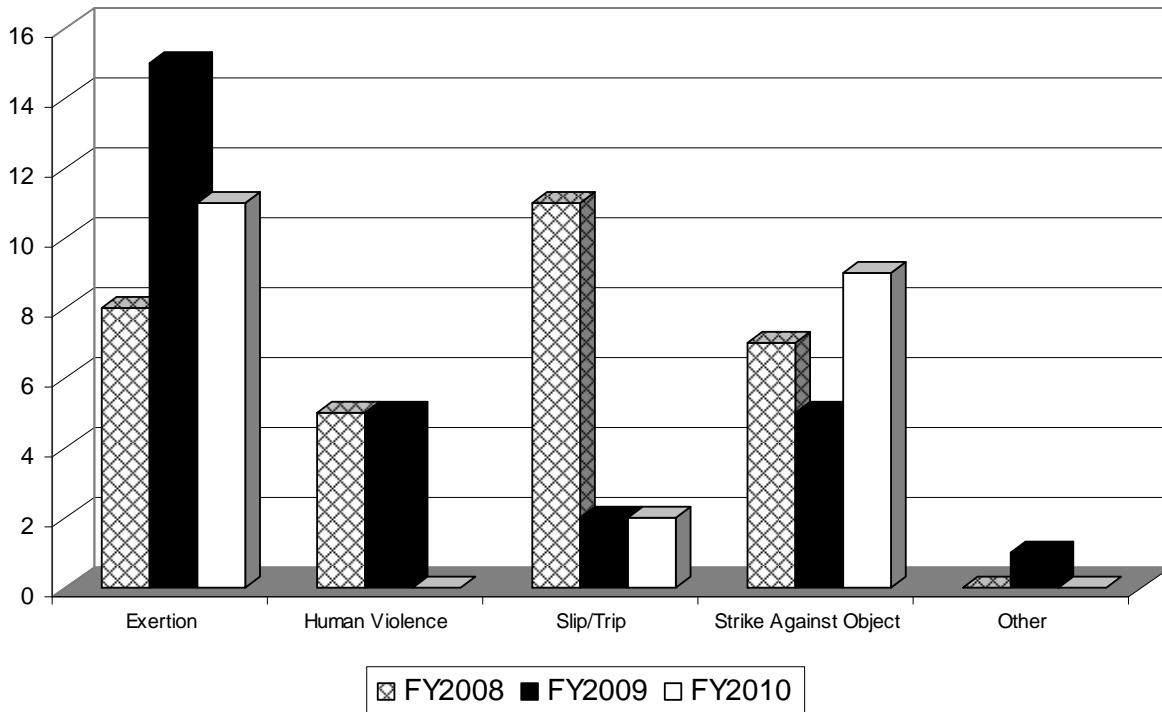
The Village maintains a separate fund for the purpose of accounting for state mandated Workers' Compensation benefits for employees who suffer job related illness or injury. In distributing cost, formulas are developed to charge the appropriate amount of "manual premium" back to the fund where the employees are budgeted and accounted. Because we are self-insured, we monitor these costs in a single fund presentation for the purpose of financial analysis.

Restrictions:

VILLAGE POLICY/STATE LAW – Since the Village has decided to self-insure these costs, certain regulations of the State of Illinois' Workers' Compensation Act must meet regulations promulgated by the State Department of Insurance.

► **Performance Measures**

Top Five Accidents by Type



WORKERS' COMPENSATION INSURANCE FUND

(Continued)

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Service Charges	\$1,529,600	\$1,606,100	\$1,669,600	\$1,670,200	\$1,719,600	\$49,400	3.0%
Interest Income	125,124	71,690	60,000	75,000	60,000	(15,000)	(20.0%)
Sales/Reimbursable/Rents	143,006	127,966	26,000	0	0	0	N/A
Other	8,415	53,718	5,100	0	0	0	N/A
Total Revenues	\$1,806,145	\$1,859,474	\$1,760,700	\$1,745,200	\$1,779,600	\$34,400	2.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,806,145	\$1,859,474	\$1,760,700	\$1,745,200	\$1,779,600	\$34,400	2.0%
Expenditures							
Personal Services	\$88,105	\$97,668	\$216,000	\$227,400	\$226,700	(\$700)	(0.3%)
Contractual Services	305,225	277,953	346,900	377,000	401,400	24,400	6.5%
Commodities	1,511	1,625	2,300	2,300	2,300	0	0.0%
Other Charges	1,290,295	872,976	962,900	862,900	1,118,900	256,000	29.7%
Total Expenditures	\$1,685,136	\$1,250,222	\$1,528,100	\$1,469,600	\$1,749,300	\$279,700	19.0%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,685,136	\$1,250,222	\$1,528,100	\$1,469,600	\$1,749,300	\$279,700	19.0%
REVENUES OVER (UNDER) EXPENDITURES	\$121,009	\$609,252	\$232,600	\$275,600	\$30,300	(\$245,300)	(89.0%)
BEGINNING WORKING CASH	3,237,939	3,358,948	3,968,200	3,968,200	4,200,800	232,600	5.9%
ENDING WORKING CASH	\$3,358,948	\$3,968,200	\$4,200,800	\$4,243,800	\$4,231,100	(\$12,700)	(0.3%)

WORKERS' COMPENSATION INSURANCE FUND (615)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
615-0000-451.68-00	Charges To Operations	1,529,600	1,606,100	1,669,600	1,670,200	1,719,600	49,400	3.0%
	Charges for Services	1,529,600	1,606,100	1,669,600	1,670,200	1,719,600	49,400	3.0%
615-0000-461.02-00	Interest on Investments	85,373	53,860	60,000	75,000	60,000	(15,000)	(20.0%)
615-0000-462.10-00	Market Value Adjustments	39,751	17,830	0	0	0	0	N/A
	Interest Income	125,124	71,690	60,000	75,000	60,000	(15,000)	(20.0%)
615-0000-471.22-00	Workers Comp Reimburse	143,006	127,966	26,000	0	0	0	N/A
	Insurance	143,006	127,966	26,000	0	0	0	N/A
615-0000-489.90-00	Other Income	8,415	53,718	5,100	0	0	0	N/A
	Other	8,415	53,718	5,100	0	0	0	N/A
Total Workers' Comp Ins Fund		1,806,145	1,859,474	1,760,700	1,745,200	1,779,600	34,400	2.0%

WORKERS' COMPENSATION INSURANCE FUND (615)

EXPENDITURES

Human Resources

0301

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
615-0301-552.10-01	Salaries	51,179	42,380	47,300	47,700	50,200	2,500	5.2%
615-0301-552.18-01	Temporary Help	2,700	500	500	3,400	3,400	0	0.0%
615-0301-552.18-05	Overtime Civilian	0	0	0	500	500	0	0.0%
615-0301-552.18-80	Special Detail	0	3,667	5,000	11,100	7,500	(3,600)	(32.4%)
	Salaries	53,879	46,547	52,800	62,700	61,600	(1,100)	(1.8%)
615-0301-552.19-01	Workers Compensation	100	100	100	100	100	0	0.0%
615-0301-552.19-05	Medical Insurance	7,100	7,600	8,100	8,100	8,100	0	0.0%
615-0301-552.19-10	IMRF	6,651	5,108	5,900	6,700	7,200	500	7.5%
615-0301-552.19-11	Social Security	3,264	2,714	3,300	3,900	3,800	(100)	(2.6%)
615-0301-552.19-12	Medicare	763	635	800	900	900	0	0.0%
615-0301-552.19-15	Compensated Absences	(669)	(185)	0	0	0	0	N/A
615-0301-552.19-30	Unemployment Benefits	17,017	35,149	145,000	145,000	145,000	0	0.0%
	Fringe Benefits	34,226	51,121	163,200	164,700	165,100	400	0.2%
615-0301-552.20-20	Legal Services	0	0	0	7,000	7,000	0	0.0%
615-0301-552.20-45	Claims Administration	56,005	56,725	63,000	63,000	66,500	3,500	5.6%
615-0301-552.20-50	Loss Prevention Program	29,866	6,749	20,000	36,000	36,000	0	0.0%
615-0301-552.20-70	Insurance Premiums	214,439	208,396	257,000	257,000	282,700	25,700	10.0%
615-0301-552.21-65	Other Services	66	1,650	500	7,500	3,000	(4,500)	(60.0%)
615-0301-552.22-02	Dues	350	350	400	500	500	0	0.0%
615-0301-552.22-03	Travel & Training	393	559	2,300	2,300	2,300	0	0.0%
615-0301-552.22-05	Postage	106	24	100	100	100	0	0.0%
615-0301-552.22-15	Photocopying	100	0	100	100	100	0	0.0%
615-0301-552.22-25	IT/GIS Service Charge	3,900	3,500	3,500	3,500	3,200	(300)	(8.6%)
	Contractual Services	305,225	277,953	346,900	377,000	401,400	24,400	6.5%
615-0301-552.30-01	Publications Periodicals	708	558	800	800	800	0	0.0%
615-0301-552.30-05	Office Supplies & Equip	803	1,067	1,000	1,000	1,000	0	0.0%
615-0301-552.33-05	Other Supplies	0	0	500	500	500	0	0.0%
	Commodities	1,511	1,625	2,300	2,300	2,300	0	0.0%
615-0301-552.42-75	Claims Medical Loss	990,954	760,649	560,000	560,000	616,000	56,000	10.0%
615-0301-552.42-78	Medical Loss Reserve	44,602	(94,340)	0	0	0	0	N/A
615-0301-552.42-79	OPEB Liability Expense	2,682	2,668	2,900	2,900	2,900	0	0.0%
615-0301-552.42-80	Claims WC Salary Replace	252,057	203,999	400,000	300,000	500,000	200,000	66.7%
	Other Charges	1,290,295	872,976	962,900	862,900	1,118,900	256,000	29.7%
	Total Human Resources	1,685,136	1,250,222	1,528,100	1,469,600	1,749,300	279,700	19.0%
	Total Workers' Comp Fund	1,685,136	1,250,222	1,528,100	1,469,600	1,749,300	279,700	19.0%

WORKERS' COMPENSATION FUND Human Resources

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1735	Administrative Assistant II	B21	1.00	1.00	
Total F-T-E			1.00	1.00	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund	2.00	2.00	
605 Health Insurance Fund	1.00	1.00	
615 Workers' Compensation Fund	1.00	1.00	
Total F-T-E All Funds	4.00	4.00	0.00

WORKERS' COMPENSATION INSURANCE FUND (615)

EXPENDITURE DETAIL

HUMAN RESOURCES

0301

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
615-0301-552.10-01	Salaries	Salaries	47,700		50,200	
615-0301-552.18-01	Temporary Help	Temporary Help	3,400		3,400	
615-0301-552.18-05	Overtime Civilian	Overtime Civilian	500		500	
615-0301-552.18-80	Special Detail	Special details by trained Village personnel acting as instructors for the Driver Safety Program	11,100		7,500	
TOTAL SALARIES			62,700		61,600	
FRINGE BENEFITS:						
615-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance	100		100	
615-0301-552.19-05	Medical Insurance	Medical Insurance	8,100		8,100	
615-0301-552.19-10	IMRF	IMRF	6,700		7,200	
615-0301-552.19-11	Social Security	Social Security	3,900		3,800	
615-0301-552.19-12	Medicare	Medicare	900		900	
615-0301-552.19-30	Unemployment Benefits	Unemployment benefits	145,000		145,000	
TOTAL FRINGE BENEFITS			164,700		165,100	
CONTRACTUAL SERVICES:						
615-0301-552.20-20	Legal Services	Legal Services	7,000		7,000	
615-0301-552.20-45	Claims Administration	Claims administration	37,500		39,500	
		Loss control service	25,500	63,000	27,000	66,500
615-0301-552.20-50	Loss Prevention/Program	Back/knee injury prevention	4,000		4,000	
		Employee blood screening	1,000		1,000	
		Fitness Programs	5,000		5,000	
		Hazardous communication training	5,000		5,000	
		Incentive Program	7,000		7,000	
		Misc. prevention programs & services	9,500		9,500	
		Blood borne pathogen program	500		500	
		Miscellaneous loss prevention training programs	4,000	36,000	4,000	36,000
		615-0301-552.20-70	Insurance Premiums	Premium for insurance above \$750,000	257,000	
615-0301-552.21-65	Other Services	Miscellaneous services	7,500		3,000	
615-0301-552.22-02	Dues	Dues	500		500	

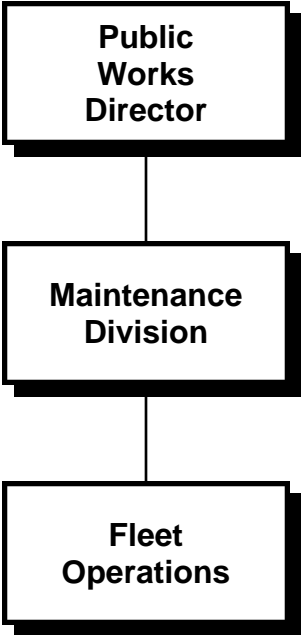
WORKERS' COMPENSATION INSURANCE FUND (615)

EXPENDITURE DETAIL

HUMAN RESOURCES (cont.)

0301

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
615-0301-552.22-03	Travel & Training	Travel & training	2,300	2,300
615-0301-552.22-05	Postage	Postage	100	100
615-0301-552.22-15	Photocopying	Photocopying	100	100
615-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	3,500	3,200
TOTAL CONTRACTUAL SERVICES			377,000	401,400
COMMODITIES:				
615-0301-552.30-01	Publications/Periodicals	Miscellaneous publications	800	800
615-0301-552.30-05	Office Supplies & Equip.	General office supplies	1,000	1,000
615-0301-552.33-05	Other Supplies	Other Commodities	500	500
TOTAL COMMODITIES			2,300	2,300
OTHER CHARGES:				
615-0301-552.42-75	Claims Medical Losses	Employee medical claims	560,000	616,000
615-0301-552.42-79	OPEB Liability Expense	OPEB liability expense	2,900	2,900
615-0301-552.42-80	Claims WC Sal. Rpl/Indem	Salary replacement, final settlements	300,000	500,000
TOTAL OTHER CHARGES			862,900	1,118,900
TOTAL HUMAN RESOURCES			1,469,600	1,749,300
TOTAL WORKERS' COMP INS FUND			1,469,600	1,749,300



► Fund at a Glance

The Village has adopted financial performance goals which provide for the creation of an Internal Service Fund for Fleet Operations. This policy change allows departments to "lease" their vehicles internally from the Fleet Operations Fund and allows the Village to accumulate reserves for the maintenance and periodic replacement of the fleet.

The Fleet Operation Services is organizationally within the Maintenance Division of the Public Works Department. The unit is responsible for maintaining the 235 vehicles and 29 pieces of maintenance equipment operated by the various departments within the Village. The unit also provides maintenance for six buses operated by Wheeling Township for the Senior Citizen Dial-a-Ride. Costs associated with maintenance, repair and fueling are maintained in a PC based fleet management program.

Preventive maintenance and most repairs are made by personnel assigned to the Fleet Services Unit. Repairs such as mufflers, front-end alignments, transmissions, body repairs and several other repairs, are contracted to local businesses. All vehicle maintenance personnel are ASE certified and staff received our ASE "Blue Star" re-certification for our operation in 2010. This is the same certification carried by repair personnel in car dealerships and franchise service stations.

► 2010-11 Status of Goals and Objectives

- **Continue to provide preventive maintenance inspections and repairs on all Village operated vehicles and equipment to optimize useful life and reduce downtime.** User departments have indicated their satisfaction with the improved condition of their vehicles.
- **Continue to evaluate all repair costs and utilize outside sources whenever fiscally responsible.** All repairs and maintenance efforts are reviewed to determine if service can be provided on a more cost-effective basis through use of outside vendors. Costs, quality of work, downtime and availability are factored into other individual decisions.

Examples of repair work that are routinely provided by outside vendors are: aerial platform inspection certification, wheel alignment, automotive exhaust repair, automatic transmission repair, auto glass repair, and major body work.

- **Continue to provide technical training to provide all automotive technicians with information and skills associated with the new technology being used in automotive fleets and maintain Automotive Service Excellence (ASE) "Blue Star" certification.** All automotive technicians are offered opportunities to improve the knowledge and skills needed to maintain today's complex vehicle system. Availability of formalized training is dependent upon the various training opportunities made available by vendors. Employees have obtained ASE certifications in areas including: air conditioning service, wheel alignment and suspension, hydraulic brakes, air brakes, electrical, mechanical, and major engine repair in both gasoline and diesel power. The Fleet Unit obtained their initial ASE "Blue Star" certification in July of 2003.
- **Continue to purchase and maintain vehicles as needed to comply with the Clean Air Act.** Purchase of bi-fuel vehicles has been scheduled in compliance with the Federal Regulations. These vehicles will be light duty, non-emergency vehicles in use for inspectional or community service functions.

► 2011-12 Goals and Objectives

- To efficiently manage the Village's resources and implement opportunities to reduce spending.
- To continue to minimize overtime expenses through diligent oversight and continual analysis of the nature of overtime activities while balancing the delivery of essential services to the residents and business owners in the Village.

FLEET OPERATIONS FUND

(Continued)

- ▶ Continue to provide preventive maintenance inspections and repairs on all Village operated vehicles and equipment to optimize useful life and reduce down time.
- ▶ Continue to evaluate all repair costs and utilize outside resources whenever fiscally responsible.
- ▶ Continue to provide technical training to provide all automotive technicians with information and skills associated with the new technology in automotive fleets and continue to pursue annual ASE "Blue Star" certification.
- ▶ Continue to purchase and maintain vehicles as needed to comply with the Clean Air Act. To evaluate vehicle lease or buy back programs when cost savings can be realized.
- ▶ Continue to use bio-diesel fuel and research the feasibility of using alternate fuels.

▶ Performance Measures	Calendar Year		
	2008	2009	2010
1. Vehicles/equipment maintained	320	339	334
2. Work orders completed	2,225	2,301	2,330

▶ Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$0	\$0	\$62,200	\$45,100	\$8,100	(\$37,000)	(82.0%)
Fees	14,363	15,701	15,000	35,000	35,000	0	0.0%
Fines	32,360	31,992	40,000	30,000	30,000	0	0.0%
Service Charges	2,098,800	2,564,800	2,513,600	2,515,700	2,595,200	79,500	3.2%
Interest Income	176,520	90,834	60,000	100,000	60,000	(40,000)	(40.0%)
Sales/Reimbursable/Rents	346,867	286,760	230,000	130,000	140,000	10,000	7.7%
Other	11,709	32,063	3,600	0	0	0	N/A
Total Revenues	\$2,680,619	\$3,022,150	\$2,924,400	\$2,855,800	\$2,868,300	\$12,500	0.4%
Interfund Transfers In	125,000	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$2,805,619	\$3,022,150	\$2,924,400	\$2,855,800	\$2,868,300	\$12,500	0.4%
Expenditures							
Personal Services	\$1,164,186	\$1,168,622	\$1,221,700	\$1,235,300	\$1,254,200	\$18,900	1.5%
Contractual Services	351,251	238,319	322,900	325,391	252,300	(73,091)	(22.5%)
Commodities	392,333	338,040	355,400	358,400	360,600	2,200	0.6%
Other Charges	44,279	43,579	77,900	98,200	98,200	0	0.0%
Capital Items	2,269,987	739,307	781,000	1,058,550	2,204,300	1,145,750	108.2%
Total Expenditures	\$4,222,036	\$2,527,867	\$2,758,900	\$3,075,841	\$4,169,600	\$1,093,759	35.6%
Interfund Transfers Out	0	400,000	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$4,222,036	\$2,927,867	\$2,758,900	\$3,075,841	\$4,169,600	\$1,093,759	35.6%
REVENUES OVER (UNDER) EXPENDITURES	(\$1,416,417)	\$94,283	\$165,500	(\$220,041)	(\$1,301,300)	(\$1,081,259)	491.4%
BEGINNING WORKING CASH	7,029,001	5,612,584	5,706,867	5,706,867	5,872,367	165,500	2.9%
ENDING WORKING CASH	\$5,612,584	\$5,706,867	\$5,872,367	\$5,486,826	\$4,571,067	(\$915,759)	(16.7%)

FLEET OPERATIONS FUND (621)

5 YEAR CAPITAL IMPROVEMENT PLAN (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2008-09	2009-10	2010-11	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
			ACTUAL	ACTUAL	EST ACT	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES											
CHARGES TO OPERATIONS			2,098,800	2,564,800	2,513,600	2,515,700	2,595,200	2,826,900	3,143,200	3,418,700	3,667,200
FINES			32,360	31,992	40,000	30,000	30,000	30,000	30,000	30,000	30,000
WHEELING BUS MAINTENANCE			14,363	15,700	15,000	35,000	35,000	35,000	35,000	35,000	35,000
INTEREST INCOME			176,520	90,834	60,000	100,000	60,000	100,000	100,000	100,000	100,000
SALES/REIMB./RENTS			346,867	146,646	230,000	130,000	140,000	150,000	150,000	150,000	150,000
ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT			0	0	62,200	45,100	8,100	0	0	0	0
OTHER			11,709	172,178	3,600	0	0	0	0	0	0
OPERATING TRANSFER IN FROM F. F. INS. TAX FUND			0	0	0	0	0	0	0	0	0
OPERATING TRANSFER IN FROM CRIM INVEST FUND (1)			125,000	0	0	0	0	0	0	0	0
TOTAL REVENUES			2,805,619	3,022,150	2,924,400	2,855,800	2,868,300	3,141,900	3,458,200	3,733,700	3,982,200
EXPENDITURES											
OPERATING EXPENDITURES											
MUNICIPAL FLEET SERVICES											
Salaries			816,241	826,578	864,300	875,700	880,600	902,600	925,200	948,300	972,000
Fringe Benefits			347,945	342,044	357,400	359,600	373,600	388,500	404,000	420,200	437,000
Contractual Services			351,251	238,319	322,900	325,391	252,300	257,300	262,400	267,600	273,000
Commodities			392,333	338,040	355,400	358,400	360,600	367,800	375,200	382,700	390,400
Other Charges			44,279	43,579	77,900	68,200	98,200	98,200	98,200	98,200	98,200
SUBTOTAL - OPERATING EXPENDITURES			1,952,049	1,788,560	1,977,900	1,987,291	1,965,300	2,014,400	2,065,000	2,117,000	2,170,600
VEHICLES											
Vehicle and Special Equipment Repl - Public Works		VH-95-01	869,801	523,747	131,000	133,000	641,000	896,000	1,425,000	1,208,500	303,000
Vehicle and Special Equipment Repl - Water & Sewer		VH-95-02	259,291	0	192,400	440,865	226,000	538,000	555,000	272,500	48,500
Vehicle Replacement - Police Department		VH-95-03	252,791	215,560	172,600	243,200	339,300	369,500	297,800	272,000	284,000
Vehicle Replacement - Fire Department		VH-95-04	663,707	0	109,800	105,000	973,000	63,000	1,032,500	525,500	541,000
Vehicle Replacement - Passenger		VH-95-05	99,397	0	0	0	0	0	0	0	0
Vehicle Replacement - Municipal Fleet Services		VH-95-06	0	0	0	0	25,000	0	0	41,000	0
Vehicle Replacement - Municipal Buildings & Grounds		VH-95-07	0	0	0	0	0	0	0	25,000	0
Vehicle Replacement - Municipal Parking Operations		VH-95-08	0	0	64,800	80,000	0	0	18,000	23,000	80,000
Vehicle Replacement - Fire Academy		VH-95-09	0	0	0	0	0	0	32,500	0	0
Vehicle Replacement - Building Department		VH-95-10	0	0	56,200	56,485	0	81,000	17,000	0	80,000
Vehicle Replacement - Engineering Department		VH-95-11	0	0	0	0	0	46,000	75,000	0	100,000
Vehicle Replacement - Planning Department		VH-95-12	0	0	0	0	0	23,000	0	0	23,000
Vehicle Replacement - Village Manager's Office		VH-95-13	0	0	0	0	0	23,000	0	0	0
Vehicle Replacement - IT/GIS Department		VH-95-15	0	0	0	0	0	0	0	0	23,000
Vehicle Replacement - Health Services Department		VH-95-16	0	0	0	0	0	0	46,000	0	69,000
Police Surveillance Vehicle (1)		VH-09-01	125,000	0	0	0	0	0	0	0	0
EECBG Projects - Hybrid Vehicles		MS-10-08	0	0	54,200	0	0	0	0	0	0
SUBTOTAL - VEHICLES			2,269,987	739,307	781,000	1,058,550	2,204,300	2,039,500	3,498,800	2,367,500	1,551,500
OPERATING TRANSFER OUT (TO GENERAL FUND)			0	400,000	0	0	0	0	0	0	0
OPERATING CONTINGENCY			0	0	0	30,000	0	0	0	0	0
TOTAL EXPENDITURES			4,222,036	2,927,867	2,758,900	3,075,841	4,169,600	4,053,900	5,563,800	4,484,500	3,722,100
BEGINNING WORKING CASH			7,029,001	5,612,584	5,706,867		5,872,367	4,571,067	3,659,067	1,553,467	802,667
REVENUES OVER (UNDER) EXPENDS.			(1,416,417)	94,283	165,500	(220,041)	(1,301,300)	(912,000)	(2,105,600)	(750,800)	260,100
ENDING WORKING CASH			5,612,584	5,706,867	5,872,367		4,571,067	3,659,067	1,553,467	802,667	1,062,767

PROJECTS WITH SECOND FUND SOURCE

(1) Police Surveillance Vehicle

VH-09-01 Project funded with seized Federal funds transferred from the Criminal Investigation Fund Justice Account.

FLEET OPERATIONS FUND (621)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
621-0000-411.54-00	EE&C Block Grant (EECBG)	0	0	62,200	45,100	8,100	(37,000)	(82.0%)	
	Intergovernmental	0	0	62,200	45,100	8,100	(37,000)	(82.0%)	
621-0000-431.24-00	Wheeling Bus Maintenance	14,363	15,701	15,000	35,000	35,000	0	0.0%	
	General Government Fees	14,363	15,701	15,000	35,000	35,000	0	0.0%	
621-0000-441.20-00	Vehicle Code Violation Fines	32,360	31,992	40,000	30,000	30,000	0	0.0%	
	Fines	32,360	31,992	40,000	30,000	30,000	0	0.0%	
621-0000-451.68-00	Charges To Operations	2,098,800	2,564,800	2,513,600	2,515,700	2,595,200	79,500	3.2%	
	Charges for Services	2,098,800	2,564,800	2,513,600	2,515,700	2,595,200	79,500	3.2%	
621-0000-461.02-00	Interest on Investments	117,641	68,368	60,000	100,000	60,000	(40,000)	(40.0%)	
621-0000-462.10-00	Market Value Adjustments	58,879	22,466	0	0	0	0	N/A	
	Interest Income	176,520	90,834	60,000	100,000	60,000	(40,000)	(40.0%)	
621-0000-471.15-00	Property Damage G B Pay	54,367	36,699	20,000	0	0	0	N/A	
	Insurance/Property Damage	54,367	36,699	20,000	0	0	0	N/A	
621-0000-472.24-00	Sale of Equipment	154,231	146,646	70,000	0	0	0	N/A	
621-0000-472.26-00	Non Village Fuel Sales	138,269	103,415	140,000	130,000	140,000	10,000	7.7%	
	Sales	292,500	250,061	210,000	130,000	140,000	10,000	7.7%	
621-0000-489.90-00	Other Income	11,709	32,063	3,600	0	0	0	N/A	
	Other	11,709	32,063	3,600	0	0	0	N/A	
621-0000-491.05-00	Operating Transfer In	125,000	0	0	0	0	0	N/A	
	Other Financing Sources	125,000	0	0	0	0	0	N/A	
	Total Fleet Operations Fund	2,805,619	3,022,150	2,924,400	2,855,800	2,868,300	12,500	0.4%	

FLEET OPERATIONS FUND (621)

EXPENDITURES

Municipal Fleet Services

7501

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
621-7501-551.10-01	Salaries	758,833	790,178	810,200	821,600	826,500	4,900	0.6%
621-7501-551.18-01	Temporary Help	3,085	3,915	7,300	7,300	7,300	0	0.0%
621-7501-551.18-05	Overtime Civilian	54,323	32,485	46,800	46,800	46,800	0	0.0%
	Salaries	816,241	826,578	864,300	875,700	880,600	4,900	0.6%
621-7501-551.19-01	Workers Compensation	35,900	37,700	39,200	39,200	40,400	1,200	3.1%
621-7501-551.19-05	Medical Insurance	139,600	142,100	157,600	157,600	159,800	2,200	1.4%
621-7501-551.19-10	IMRF	100,050	92,761	94,500	95,800	106,000	10,200	10.6%
621-7501-551.19-11	Social Security	49,583	49,994	53,600	54,300	54,600	300	0.6%
621-7501-551.19-12	Medicare	11,596	11,692	12,500	12,700	12,800	100	0.8%
621-7501-551.19-15	Compensated Absences	11,216	7,797	0	0	0	0	N/A
	Fringe Benefits	347,945	342,044	357,400	359,600	373,600	14,000	3.9%
621-7501-551.21-02	Equipment Maintenance	17,690	7,832	10,000	10,000	10,000	0	0.0%
621-7501-551.21-03	Radio Maintenance	766	139	1,000	1,500	1,500	0	0.0%
621-7501-551.21-07	Vehicle Equipment Maint	151,336	106,075	145,000	145,000	135,000	(10,000)	(6.9%)
621-7501-551.21-08	Vehicle Damage	56,420	23,701	57,000	56,991	25,000	(31,991)	(56.1%)
621-7501-551.21-36	Equipment Rental	2,758	1,307	2,000	2,500	2,500	0	0.0%
621-7501-551.21-40	Lease Expense	89,571	58,354	71,600	71,600	38,900	(32,700)	(45.7%)
621-7501-551.21-62	Disposal Services	1,289	1,635	2,000	3,000	3,000	0	0.0%
621-7501-551.21-65	Other Services	147	129	300	500	500	0	0.0%
621-7501-551.22-02	Dues	325	761	600	600	600	0	0.0%
621-7501-551.22-03	Travel & Training	2,513	2,120	2,300	2,300	2,300	0	0.0%
621-7501-551.22-05	Postage	86	163	100	100	100	0	0.0%
621-7501-551.22-10	Printing	139	714	700	1,000	1,000	0	0.0%
621-7501-551.22-15	Photocopying	1,311	2,960	600	600	600	0	0.0%
621-7501-551.22-25	IT/GIS Service Charge	22,200	23,800	23,600	23,600	25,000	1,400	5.9%
621-7501-551.22-37	Vehicle/Equip Lease Chrg	4,700	8,629	6,100	6,100	6,300	200	3.3%
	Contractual Services	351,251	238,319	322,900	325,391	252,300	(73,091)	(22.5%)
621-7501-551.30-01	Publications Periodicals	0	0	100	300	300	0	0.0%
621-7501-551.30-05	Office Supplies & Equip	429	378	400	400	400	0	0.0%
621-7501-551.30-35	Clothing	3,931	3,998	4,000	6,500	6,500	0	0.0%
621-7501-551.30-50	Petroleum Products	694	385	600	600	700	100	16.7%
621-7501-551.30-55	Non Village Fuel Resale	127,694	107,003	120,300	120,300	122,400	2,100	1.7%
621-7501-551.31-50	Vehicle Maintenance Sup	247,891	211,158	215,000	215,000	215,000	0	0.0%
621-7501-551.31-65	Other Equip & Supplies	8,875	9,957	10,000	10,000	10,000	0	0.0%
621-7501-551.31-85	Small Tools and Equipment	2,012	3,604	3,500	3,500	3,500	0	0.0%
621-7501-551.33-05	Other Supplies	807	1,557	1,500	1,800	1,800	0	0.0%
	Commodities	392,333	338,040	355,400	358,400	360,600	2,200	0.6%
621-7501-551.40-95	Wheeling Bus Maintenance	12,105	11,559	13,000	35,000	35,000	0	0.0%
621-7501-551.40-96	Operating Contingency	0	0	31,700	30,000	30,000	0	0.0%
621-7501-551.42-79	OPEB Liability Expense	32,174	32,020	33,200	33,200	33,200	0	0.0%
	Other Charges	44,279	43,579	77,900	98,200	98,200	0	0.0%
Total Municipal Fleet Services		1,952,049	1,788,560	1,977,900	2,017,291	1,965,300	(51,991)	(2.6%)

FLEET OPERATIONS FUND (621)

EXPENDITURES

Equipment

9003

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
621-9003-572.50-05	Vehicle Equipment	2,269,987	739,307	781,000	1,058,550	2,204,300	1,145,750	108.2%
	Capital Outlay	2,269,987	739,307	781,000	1,058,550	2,204,300	1,145,750	108.2%
	Total Equipment	2,269,987	739,307	781,000	1,058,550	2,204,300	1,145,750	108.2%

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
621-9901-591.90-05	Operating Transfer Out	0	400,000	0	0	0	0	N/A
	Other Financing Uses	0	400,000	0	0	0	0	N/A
	Total Non-Operating	0	400,000	0	0	0	0	N/A
	Total Fleet Operations Fund	4,222,036	2,927,867	2,758,900	3,075,841	4,169,600	1,093,759	35.6%

FLEET OPERATIONS FUND**Municipal Fleet Services****PERSONNEL SUMMARY**

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
1380	Foreman II	P12	1.00	1.00	
1425	Lead Automotive Tech	P09	1.00	1.00	
1430	Automotive Tech	P08	5.00	5.00	
1440	Storekeeper Supervisor	P07	1.00	1.00	
1410	Welder	P06	1.00	1.00	
1445	Storekeeper	P02	1.00	1.00	
1447	Store Clerk	P01	0.50	0.50	
Total F-T-E			10.50	10.50	0.00

Cross Reference to All Funds

Fund	Authorized Positions in F-T-E		
	2010-11	2011-12	+ (-)
101 General Fund			
Public Works	37.25	34.25	(3.00)
Municipal Buildings & Grounds	7.00	7.00	
505 Water & Sewer Fund	41.25	40.25	(1.00)
621 Fleet Operations Fund	10.50	10.50	
Total F-T-E All Funds	96.00	92.00	(4.00)

FLEET OPERATIONS FUND (621)

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES

7501

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
621-7501-551.10-01	Salaries	Salaries	821,600	826,500
621-7501-551.18-01	Temporary Help	Temporary Help	7,300	7,300
621-7501-551.18-05	Overtime Civilian	Overtime Civilian	46,800	46,800
TOTAL SALARIES			875,700	880,600
FRINGE BENEFITS:				
621-7501-551.19-01	Workers' Compensation	Workers' Compensation Insurance	39,200	40,400
621-7501-551.19-05	Medical Insurance	Medical Insurance	157,600	159,800
621-7501-551.19-10	IMRF	IMRF	95,800	106,000
621-7501-551.19-11	Social Security	Social Security	54,300	54,600
621-7501-551.19-12	Medicare	Medicare	12,700	12,800
TOTAL FRINGE BENEFITS			359,600	373,600
CONTRACTUAL SERVICES:				
621-7501-551.21-02	Equipment Maintenance	Computer, modems, etc.	1,000	1,000
		Office, electrical equipment	1,700	1,700
		Overhead crane	800	800
		Gasboy	2,000	2,000
		Hydraulic equipment	2,000	2,000
		OPTICOM	500	500
		Software update subscription	2,000	10,000
621-7501-551.21-03	Radio Maintenance	Maintenance of vehicle radios		
		Building	100	100
		Engineering	100	100
		Public Works	850	850
		Municipal Buildings	150	150
Water Utilities	300	1,500	300	1,500
621-7501-551.21-07	Vehicle Equip. Maint.	Vehicle equipment maintenance	135,000	105,000
		Police vehicles set-ups	0	30,000
		Prior Year Encumbrance Carryover	10,000	145,000
621-7501-551.21-08	Vehicle Damage	Vehicle accident repair	25,000	25,000
		Prior Year Encumbrance Carryover	31,991	56,991
621-7501-551.21-36	Equipment Rental	Monthly pressure cylinders	500	500
		Vehicle rental	2,000	2,500
621-7501-551.21-40	Lease Expense	Police/Detective Bureau leases	71,600	38,900
621-7501-551.21-62	Disposal Services	Removal of special and hazardous waste and scrap tires	3,000	3,000

FLEET OPERATIONS FUND (621)

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES (cont.)

7501

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
621-7501-551.21-65	Other Services	Miscellaneous services		500		500
621-7501-551.22-02	Dues	Dues		600		600
621-7501-551.22-03	Travel & Training	Elect. and Computer Cntrl. Mechanic Test (ASE) In-service Training APWA (10 @ 20) Fleet Management Program ICUEE (2)	400 200 150 150 900 500	2,300	400 200 150 150 900 500	2,300
621-7501-551.22-05	Postage	Postage		100		100
621-7501-551.22-10	Printing	Shop orders, time cards Decals	200 800	1,000	200 800	1,000
621-7501-551.22-15	Photocopying	Photocopies, supplies & maintenance		600		600
621-7501-551.22-25	IT/GIS Service Charge	IT/GIS Service Charge		23,600		25,000
621-7501-551.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		6,100		6,300
TOTAL CONTRACTUAL SERVICES				325,391		252,300
COMMODITIES:						
621-7501-551.30-01	Publications/Periodicals	Miscellaneous publications		300		300
621-7501-551.30-05	Office Supplies & Equip.	General office supplies		400		400
621-7501-551.30-35	Clothing	Uniform rental Boots, rainwear, gloves & misc. clothing Safety glasses, goggles, safety shoes, hard hats & misc. safety equipment	3,500 2,000 1,000	6,500	3,500 2,000 1,000	6,500
621-7501-551.30-50	Petroleum Products	Gasoline for department vehicle(s)		600		700
621-7501-551.30-55	Non-Village Petro Resale	Non-Village Petroleum Resale		120,300		122,400
621-7501-551.31-50	Vehicle Maintenance Supl	Public Works Manager's Office Police Fire Planning & Community Development Building Engineering Health Municipal Buildings & Grounds Water/Sewer Parking Fire Academy	124,000 250 34,000 24,000 550 1,050 1,600 1,050 1,050 26,000 1,100 350	215,000	124,000 250 34,000 24,000 550 1,050 1,600 1,050 1,050 26,000 1,100 350	215,000

FLEET OPERATIONS FUND (621)

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES (cont.)

7501

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
621-7501-551.31-65	Other Equip. & Supplies	Drill bits and hoses	1,000		1,000	
		Diagnostic machine & dispensing system	800		800	
		Welding gases & supplies	5,500		5,500	
		Paint booth	2,200		2,200	
		Diagnostic software	500	10,000	500	10,000
621-7501-551.31-85	Small Tools & Equipment	Misc. small tools & equipment		3,500		3,500
621-7501-551.33-05	Other Supplies	Wiping rags, first aid & misc. supplies		1,800		1,800
		TOTAL COMMODITIES		358,400		360,600
OTHER CHARGES:						
621-7501-551.40-95	Wheeling Bus Maintenance	Wheeling bus maintenance		35,000		35,000
621-7501-551.40-96	Operating Contingency	Operating contingency		30,000		30,000
621-7501-551.42-79	OPEB Liability Expense	OPEB liability expense		33,200		33,200
		TOTAL OTHER CHARGES		98,200		98,200
		TOTAL MUNICIPAL FLEET SERVICES		2,017,291		1,965,300

FLEET OPERATIONS FUND (621)

EXPENDITURE DETAIL

EQUIPMENT

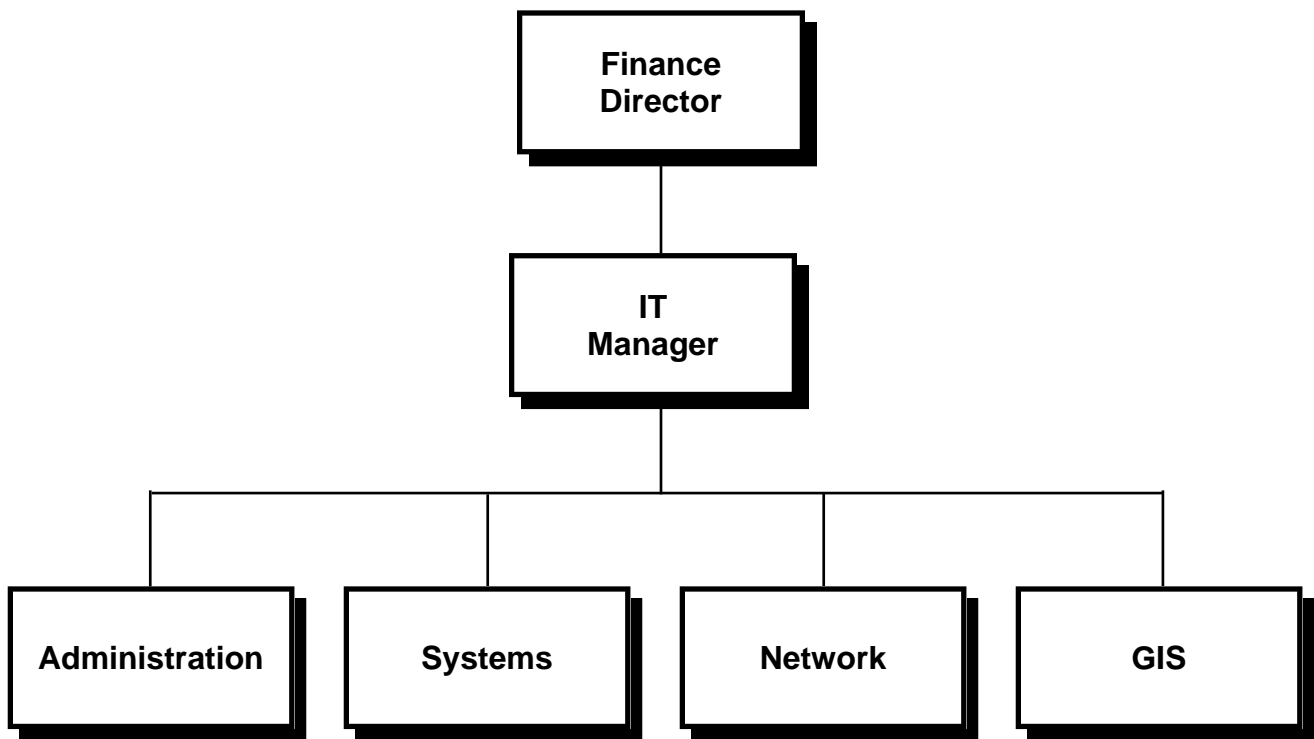
9003

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CAPITAL OUTLAY:				
621-9003-572.50-05	Vehicle Equipment	Public Works Vehicle Repl. (VH9501)	133,000	641,000
		Aerial Truck (1)	0	130,000
		Dump Trucks (3)	0	480,000
		Hot Patchers (2)	0	31,000
		Digger (1)	0	
		Pick Up Truck (1)	28,000	0
		Aerial Truck (1)	105,000	0
		Water Utility Vehicle Repl. (VH9502)	440,865	226,000
		Step Van (1)	0	118,000
		Tandem Axle Dump Truck (1)	0	108,000
		Tandem Axle Dump Truck (2)	218,000	0
		Pick Up Truck (1)	27,000	0
		Prior Year Encumbrance Carryover	195,865	0
		Police Department Vehicle Repl. (VH9503)	243,200	339,300
		Marked Patrol (10)	225,000	220,800
		Evidence Technician Vehicle (1)	0	30,500
		Passenger Vehicles (4)	0	88,000
		Prior Year Encumbrance Carryover	18,200	0
		Fire Department Vehicle Repl. (VH9504)	105,000	973,000
		Fire Engine (1)	0	460,000
		Passenger Car (1)	0	23,000
		Ambulance (2)	0	460,000
		Utility Vehicle	0	30,000
		Rescue Squad (1)	75,000	0
		Prior Year Encumbrance Carryover	30,000	0
		Fleet Services Vehicle Repl. (VH9506)	0	25,000
		Parking Operation Vehicle Repl. (VH9508)		
		Sweeper/Scrubber (1)	80,000	0
		Building Department Vehicle Repl. (VH9510)		
		Prior Year Encumbrance Carryover	56,485	0
		TOTAL CAPITAL OUTLAY	1,058,550	2,204,300
		TOTAL EQUIPMENT	1,058,550	2,204,300
		TOTAL FLEET OPERATIONS FUND	3,075,841	4,169,600

VILLAGE OF ARLINGTON HEIGHTS

CHARGES TO OPERATIONS FOR VEHICLE LEASE CHARGES FY2011-12

FUND	OPERATION	MAINTENANCE FEE			DEPRECIATION			LEASE COSTS			TOTAL CHARGES VEHICLE/EQUIP LEASE CHARGE		
		2010-11	2011-12	VARIANCE	2010-11	2011-12	VARIANCE	2010-11	2011-12	VARIANCE	2010-11	2011-12	VARIANCE
101	0201-502 Village Manager	2,059	1,595	(464)	0	0	0	0	0	0	2,100	1,600	(500)
101	3001-511 Police	244,004	217,945	(26,059)	167,737	199,494	31,757	71,556	38,928	(32,628)	483,300	456,400	(26,900)
101	3501-512 Fire	263,162	234,730	(28,432)	233,235	301,847	68,612	0	0	0	496,400	536,600	40,200
101	4001-521 Planning & Comm Devlp	4,119	3,190	(929)	0	0	0	0	0	0	4,100	3,200	(900)
101	4501-523 Building	24,949	26,380	1,431	9,679	9,034	(645)	0	0	0	34,600	35,400	800
101	5001-524 Engineering	25,462	25,749	287	3,152	3,152	0	0	0	0	28,600	28,900	300
101	7001-541 Health Services	16,392	10,237	(6,155)	4,291	3,576	(715)	0	0	0	20,700	13,800	(6,900)
101	7101-531 Public Works	722,804	707,945	(14,859)	356,528	427,022	70,494	0	0	0	1,079,300	1,135,000	55,700
101	7105-503 Municipal Buildings	12,962	11,166	(1,796)	2,210	2,210	0	0	0	0	15,200	13,400	(1,800)
	Sub-Total General Fund	\$1,315,913	\$1,238,937	(\$76,976)	\$776,832	\$946,335	\$169,503	\$71,556	\$38,928	(\$32,628)	\$2,164,300	\$2,224,300	\$60,000
225	3601-512 Fire Academy	1,883	2,740	857	1,328	6,517	5,189	0	0	0	3,200	9,300	6,100
235	3001-532 Police Department	14,539	12,694	(1,845)	5,871	4,786	(1,085)	0	0	0	20,400	17,500	(2,900)
505	7201-561 Water Utilities	199,286	187,336	(11,950)	118,183	148,854	30,671	0	0	0	317,500	336,200	18,700
621	7501-551 Municipal Fleet Services	5,965	6,093	128	184	184	0	0	0	0	6,100	6,300	200
625	0601-553 IT	2,059	1,595	(464)	0	0	0	0	0	0	2,100	1,600	(500)
	Sub-Total Other Funds	\$223,732	\$210,458	(\$13,274)	\$125,566	\$160,341	\$34,775	\$0	\$0	\$0	\$349,300	\$370,900	\$21,600
	TOTAL CHARGES ALL FUNDS	\$1,539,645	\$1,449,395	(\$90,250)	\$902,398	\$1,106,676	\$204,278	\$71,556	\$38,928	(\$32,628)	\$2,513,600	\$2,595,200	\$81,600



► Fund at a Glance

This fund was created to accumulate all of the costs of providing technology services to all departments and operations of the Village. There are currently two divisions in the Technology Fund, Information Technology (IT) and Geographic Information Systems (GIS). Overall operations in the Technology Fund are under the management of the Finance Director and GIS reports to the IT Manager.

Restrictions:

VILLAGE POLICY – It is the intent of the Village to charge each fund and department for its share of the costs of providing technology services. Costs are allocated among individual departments in the General, Fire Academy, Health Insurance, Fleet, and Water & Sewer Funds for IT and GIS activities based on the number of computers used in each department.

► Information Technology Division

The Information Technology (IT) operation is responsible for managing all computer and information system operations of the Village, except for specialized uses, which are handled through the Police PIMS System or through the NWCDs police and fire dispatching cooperative. Each department is responsible for the operation and ongoing training needed to utilize their specific software applications.

The IT Division consists of six technical staff, supplemented by a student intern and is managed by the Information Technology Manager. This position reports to the Finance Director. In addition to managing computer systems for the Village, the IT Manager provides for periodic review of Village and departmental operations to ensure they are effectively utilizing automation.

Computer services for the Village are provided through the following services and equipment:

In-House Computer System – An in-house computer system provides software to support the Village's financial, utility billing and land management needs. This system utilizes an IBM iSeries computer and HTE Municipal software. Based on the Village's new high speed internet contract with Comcast, the Village moved to a cloud computing service with H.T.E.

In-House Network – A high-speed computer network utilizing Microsoft 2003 network protocol supports PCs and related peripheral equipment at the Village Hall and six remote sites. There are 422 personal computers that provide access to financial, administrative and office automation applications. These personal computers also provide word processing, spreadsheet and database capabilities, as well as specialized department specific applications.

Police and Fire Dispatching and Routing – The Village jointly owns with eight other communities a cooperative dispatch system called Northwest Central Dispatch Services (NWCDs) to provide Fire and Police dispatch services.

► Geographic Information Systems (GIS) Division

Geographic Information Systems (GIS) is a computer-based information system, which attempts to capture, store, manipulate, analyze and display spatially referenced and associated attribute data for solving complex research, planning and management problems. The GIS system provides quick staff and public access to land related information. Among many other uses, it allows departments the ability to create layers of data that are used to account for public infrastructure, planning and land use activities, as well as crime and fire suppression analysis.

The GIS Manager administers the Village's GIS operation. This position reports to the IT Manager and supervises one intern. In addition, the GIS Manager coordinates all GIS activity within the Village and with other agencies (e.g. Cook County, Township Authorities, and School Districts etc.).

2010-11 Status of Goals and Objectives

- ▶ **To efficiently manage the Village's resources and implement opportunities to reduce spending.** Completed the H.T.E. installation using cloud computing technologies with a savings of an additional \$140,000 per year in staffing costs. Also reduced computer staffing at the Police Department with a cost savings of an additional \$100,000 per year.
- ▶ **Replaced the old document imaging system in the Police Department records management area.** Replaced the old document imaging system which eliminated the need to purchase an Oracle database system.
- ▶ **Continue GIS implementation in the Police Department focusing on crime analysis which also includes trend analysis.** This goal was accomplished. A number of maps and reports were created to run on a regular basis including weekly Hot Crimes analysis, monthly maps and reports for auto accidents and auto burglaries. In addition, GIS is creating sex offender and parolee maps and reports.
- ▶ **Provide GIS data and information to citizens and other agencies (e.g. Cook County, NWCDs, Park District, School Districts, Arlington Heights Memorial Library, surrounding municipalities, etc.).** This goal was accomplished.

2011-12 Goals and Objectives

- ▶ Continue to efficiently manage the Village's resources and implement opportunities to reduce spending.
- ▶ To reinstall Hot Site (Fire Station #2) with current technology and make a mirror image of our current Village Hall system in real time.
- ▶ Provide technical assistance to all departments that are using GIS technology.
- ▶ Continue to provide GIS data and information to citizens and other agencies (e.g. Cook County, NWCDs, Park District, School Districts, Arlington Heights Memorial Library, surrounding municipalities, etc.).
- ▶ Continue system (hardware/software) maintenance and tune up of new ArcGIS Server and ArcGIS Image Server.
- ▶ Continue data maintenance process and data updates of all spatial layers and their attributes.

TECHNOLOGY FUND

(Continued)

► Performance Measures

	FY2008	FY2009	FY2010
1. Total # of PC's/Laptops	438	422	430
# of PC's/Laptops replaced	124	90	49
% of PC's/Laptops replaced	28%	21%	11%
2. Total # of printers	156	159	163
# of printers replaced	11	9	13
% of printers replaced	7%	6%	8%
3. # of Help Desk service calls	1,285	1,362	1,394
% of Help Desk calls completed within 48 hours	99%	98%	97%
4. # of system downtime hours	0	1	1
% of system up-time	100.0%	99%	99%
5. # of addresses maintained in GIS system	63,241	63,303	63,281
6. # of GIS Intranet/Internet applications maintained	12	12	15
7. # of GIS layers maintained	157	196	245
8. # of GIS training hours provided to Village staff	260	318	320
9. # of GIS projects (maps/data)	208	324	358

► Hardware Inventory

Department	Computers	Printers	Servers	Switches	Routers
Mayor/Board of Trustees	4	1	n/a	n/a	n/a
Manager's Office	7	5	n/a	n/a	n/a
Human Resources/Health Ins.	10	5	n/a	n/a	n/a
Legal	5	2	n/a	n/a	n/a
Finance/Clerk	24	18	n/a	n/a	n/a
Police	98	25	n/a	n/a	n/a
Fire	69	26	n/a	n/a	n/a
Planning	13	5	n/a	n/a	n/a
Building	21	8	n/a	n/a	n/a
Engineering	16	6	n/a	n/a	n/a
Health Services	11	6	n/a	n/a	n/a
Youth Services	-	-	n/a	n/a	n/a
Senior Services	14	8	n/a	n/a	n/a
Public Works/Water/Fleet	64	30	n/a	n/a	n/a
Sub-Total: Allocated Computers	356	145			
IT/GIS	74	18	41	22	16
Total	430	163	41	22	16

TECHNOLOGY FUND

(Continued)

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Service Charges	\$1,585,800	\$1,516,500	\$1,521,800	\$1,521,800	\$1,396,500	(\$125,300)	(8.2%)
Interest Income	43,184	27,073	14,000	10,000	14,000	4,000	40.0%
Other	0	778	0	0	0	0	N/A
Total Revenues	\$1,628,984	\$1,544,351	\$1,535,800	\$1,531,800	\$1,410,500	(\$121,300)	(7.9%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,628,984	\$1,544,351	\$1,535,800	\$1,531,800	\$1,410,500	(\$121,300)	(7.9%)
Expenditures							
Personal Services	\$845,574	\$833,329	\$837,300	\$877,300	\$768,300	(\$109,000)	(12.4%)
Contractual Services	320,188	294,130	283,900	321,000	312,600	(8,400)	(2.6%)
Commodities	46,666	60,816	73,800	91,000	85,800	(5,200)	(5.7%)
Other Charges	21,450	21,347	22,000	22,000	22,000	0	0.0%
Capital Items	274,331	158,404	160,000	201,000	221,800	20,800	10.3%
Total Expenditures	\$1,508,209	\$1,368,026	\$1,377,000	\$1,512,300	\$1,410,500	(\$101,800)	(6.7%)
Interfund Transfers Out	0	900,000	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,508,209	\$2,268,026	\$1,377,000	\$1,512,300	\$1,410,500	(\$101,800)	(6.7%)
REVENUES OVER (UNDER) EXPENDITURES	\$120,775	(\$723,675)	\$158,800	\$19,500	\$0	(\$19,500)	(100.0%)
BEGINNING WORKING CASH	1,771,758	1,892,533	1,168,858	1,168,858	1,327,658	158,800	13.6%
ENDING WORKING CASH	\$1,892,533	\$1,168,858	\$1,327,658	\$1,188,358	\$1,327,658	\$139,300	11.7%

TECHNOLOGY FUND (625)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
625-0000-451.40-00	Service Charge Library	20,000	20,000	20,000	20,000	20,000	0	0.0%
625-0000-451.68-00	Charges To Operations	1,565,800	1,496,500	1,501,800	1,501,800	1,376,500	(125,300)	(8.3%)
	Charges for Services	1,585,800	1,516,500	1,521,800	1,521,800	1,396,500	(125,300)	(8.2%)
625-0000-461.02-00	Interest on Investments	28,228	20,429	14,000	10,000	14,000	4,000	40.0%
625-0000-462.10-00	Market Value Adjustments	14,956	6,644	0	0	0	0	N/A
	Interest Income	43,184	27,073	14,000	10,000	14,000	4,000	40.0%
625-0000-489.90-00	Other Income	0	778	0	0	0	0	N/A
	Other	0	778	0	0	0	0	N/A
Total Technology Fund		1,628,984	1,544,351	1,535,800	1,531,800	1,410,500	(121,300)	(7.9%)

TECHNOLOGY FUND (625)

EXPENDITURES

Information Technology

0601

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
625-0601-553.10-01	Salaries	478,297	493,727	500,200	506,400	424,600	(81,800)	(16.2%)
625-0601-553.18-01	Temporary Help	29,199	1,442	0	19,900	19,900	0	0.0%
625-0601-553.18-05	Overtime Civilian	0	0	0	3,100	3,100	0	0.0%
	Salaries	507,496	495,169	500,200	529,400	447,600	(81,800)	(15.5%)
625-0601-553.19-01	Workers Compensation	500	500	500	500	500	0	0.0%
625-0601-553.19-05	Medical Insurance	81,300	85,000	80,400	80,400	62,100	(18,300)	(22.8%)
625-0601-553.19-10	IMRF	63,118	57,178	56,100	59,400	55,200	(4,200)	(7.1%)
625-0601-553.19-11	Social Security	28,763	29,577	30,900	32,700	27,500	(5,200)	(15.9%)
625-0601-553.19-12	Medicare	6,727	6,917	7,300	7,700	6,500	(1,200)	(15.6%)
625-0601-553.19-15	Compensated Absences	3,316	5,075	0	0	0	0	N/A
	Fringe Benefits	183,724	184,247	175,200	180,700	151,800	(28,900)	(16.0%)
625-0601-553.20-39	Data Processing Services	141,400	139,659	139,700	158,900	167,900	9,000	5.7%
625-0601-553.20-40	General Insurance	3,500	3,700	3,900	3,900	4,000	100	2.6%
625-0601-553.21-02	Equipment Maintenance	29,677	32,224	19,500	19,500	12,500	(7,000)	(35.9%)
625-0601-553.21-65	Other Services	93,466	84,017	65,000	65,000	65,000	0	0.0%
625-0601-553.22-02	Dues	495	495	700	700	700	0	0.0%
625-0601-553.22-03	Travel & Training	5,407	1,932	8,000	13,500	13,500	0	0.0%
625-0601-553.22-05	Postage	438	302	400	800	800	0	0.0%
625-0601-553.22-15	Photocopying	302	160	300	500	500	0	0.0%
625-0601-553.22-37	Vehicle/Equip Lease Chrg	4,000	4,300	2,100	2,100	1,600	(500)	(23.8%)
	Contractual Services	278,685	266,789	239,600	264,900	266,500	1,600	0.6%
625-0601-553.30-01	Publications Periodicals	209	327	500	3,500	3,500	0	0.0%
625-0601-553.30-05	Office Supplies & Equip	6,132	6,767	6,000	6,500	6,500	0	0.0%
625-0601-553.30-50	Petroleum Products	183	142	200	200	200	0	0.0%
625-0601-553.33-05	Other Supplies	28,979	49,273	45,000	48,500	48,500	0	0.0%
	Commodities	35,503	56,509	51,700	58,700	58,700	0	0.0%
625-0601-553.40-97	OPEB Liability Expense	21,450	21,347	22,000	22,000	22,000	0	0.0%
	Other Charges	21,450	21,347	22,000	22,000	22,000	0	0.0%
625-0601-572.50-10	Office Equipment	274,331	158,404	160,000	201,000	221,800	20,800	10.3%
	Capital Outlay	274,331	158,404	160,000	201,000	221,800	20,800	10.3%
	Total IT	1,301,189	1,182,465	1,148,700	1,256,700	1,168,400	(88,300)	(7.0%)

TECHNOLOGY FUND (625)

EXPENDITURES

GIS

0701

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
625-0701-553.10-01	Salaries	98,445	100,617	101,300	102,100	102,300	200	0.2%
625-0701-553.18-01	Temporary Help	17,668	16,640	20,000	23,700	23,700	0	0.0%
	Salaries	116,113	117,257	121,300	125,800	126,000	200	0.2%
625-0701-553.19-01	Workers Compensation	100	100	100	100	100	0	0.0%
625-0701-553.19-05	Medical Insurance	15,200	16,300	17,600	17,600	17,700	100	0.6%
625-0701-553.19-10	IMRF	14,438	11,620	13,600	14,100	15,500	1,400	9.9%
625-0701-553.19-11	Social Security	6,891	6,999	7,500	7,800	7,800	0	0.0%
625-0701-553.19-12	Medicare	1,612	1,637	1,800	1,800	1,800	0	0.0%
	Fringe Benefits	38,241	36,656	40,600	41,400	42,900	1,500	3.6%
625-0701-553.21-02	Equipment Maintenance	39,721	24,608	38,000	44,300	34,300	(10,000)	(22.6%)
625-0701-553.21-65	Other Services	1,150	686	1,200	1,200	1,200	0	0.0%
625-0701-553.22-02	Dues	225	1,250	1,600	1,600	1,600	0	0.0%
625-0701-553.22-03	Travel & Training	68	687	3,000	8,300	8,300	0	0.0%
625-0701-553.22-05	Postage	0	110	200	200	200	0	0.0%
625-0701-553.22-15	Photocopying	339	0	300	500	500	0	0.0%
	Contractual Services	41,503	27,341	44,300	56,100	46,100	(10,000)	(17.8%)
625-0701-553.30-01	Publications Periodicals	73	0	800	800	800	0	0.0%
625-0701-553.30-05	Office Supplies & Equip	6,439	1,481	15,000	25,200	20,000	(5,200)	(20.6%)
625-0701-553.33-05	Other Supplies	4,651	2,826	6,300	6,300	6,300	0	0.0%
	Commodities	11,163	4,307	22,100	32,300	27,100	(5,200)	(16.1%)
	Total GIS	207,020	185,561	228,300	255,600	242,100	(13,500)	(5.3%)

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11			
625-9901-591.90-05	Operating Transfer Out	0	900,000	0	0	0	0	N/A
	Other Financing Uses	0	900,000	0	0	0	0	N/A
	Total Non-Operating	0	900,000	0	0	0	0	N/A
	Total Technology Fund	1,508,209	2,268,026	1,377,000	1,512,300	1,410,500	(101,800)	(6.7%)

PERSONNEL SUMMARY

Class Code	Title	Grade	Authorized Positions in F-T-E		
			2010-11	2011-12	+ (-)
IT Personnel					
1090	IT Manager	C52	1.00	1.00	
1092	Network Administrator	C41	1.00	1.00	
1101	Applications Programmer	C41	1.00	1.00	
1102	System Administrator	B32	1.00	0.00	(1.00)
1097	IT Assistant	B23	1.00	1.00	
1099	PC Support Technician	B21	1.00	1.00	
Subtotal IT F-T-E			6.00	5.00	(1.00)
GIS Personnel					
1091	GIS Manager	C42	1.00	1.00	
Subtotal GIS F-T-E			1.00	1.00	0.00
Total F-T-E			7.00	6.00	(1.00)

TECHNOLOGY FUND (625)

EXPENDITURE DETAIL

INFORMATION TECHNOLOGY

0601

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
625-0601-553.10-01	Salaries	Salaries	506,400	424,600
625-0601-553.18-01	Temporary Help	Temporary Help	19,900	19,900
625-0601-553.18-05	Overtime Civilian	Overtime Civilian	3,100	3,100
TOTAL SALARIES			529,400	447,600
FRINGE BENEFITS:				
625-0601-553.19-01	Workers' Compensation	Workers' Compensation Insurance	500	500
625-0601-553.19-05	Medical Insurance	Medical Insurance	80,400	62,100
625-0601-553.19-10	IMRF	IMRF	59,400	55,200
625-0601-553.19-11	Social Security	Social Security	32,700	27,500
625-0601-553.19-12	Medicare	Medicare	7,700	6,500
TOTAL FRINGE BENEFITS			180,700	151,800
CONTRACTUAL SERVICES:				
625-0601-553.20-39	Data Processing Services	Programming/support services: Disaster Recovery Project Web Maintenance Project HTE services (ASP) AS/400 consultant Investment software 3rd party prog/tech support Budget Amendment	2,000 10,000 135,400 5,000 2,500 13,000 (9,000)	2,000 10,000 140,400 0 2,500 13,000 0
			158,900	167,900
625-0601-553.20-40	General Insurance	Liability and property insurance	3,900	4,000
625-0601-553.21-02	Equipment Maintenance	Mini-computer and support equipment maintenance IBM (Budget Amendment) Printers Status Routers/Switches Network	9,000 0 3,000 5,000 2,500	0 5,000 0 5,000 2,500
			19,500	12,500
625-0601-553.21-65	Other Services	Internet services	65,000	65,000
625-0601-553.22-02	Dues	Dues	700	700

TECHNOLOGY FUND (625)

EXPENDITURE DETAIL

INFORMATION TECHNOLOGY (cont.)

0601

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
625-0601-553.22-03	Travel & Training	Seminars and specialized training				
		Technical seminars	2,000		2,000	
		User group seminars	2,000		2,000	
		End-user training	2,000		2,000	
		User group seminars	4,500		4,500	
		Miscellaneous	3,000	13,500	3,000	13,500
625-0601-553.22-05	Postage	Postage		800		800
625-0601-553.22-15	Photocopying	Photocopies, supplies & maintenance		500		500
625-0601-553.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		2,100		1,600
		TOTAL CONTRACTUAL SERVICES		264,900		266,500
COMMODITIES:						
625-0601-553.30-01	Publications/Periodicals	Periodicals and books		3,500		3,500
625-0601-553.30-05	Office Supplies & Equip.	General office supplies		6,500		6,500
625-0601-553.30-50	Petroleum Products	Gasoline for department vehicle(s)		200		200
625-0601-553.33-05	Other Supplies	Computer software, etc.		48,500		48,500
		TOTAL COMMODITIES		58,700		58,700
OTHER CHARGES:						
625-0601-553.42-79	OPEB Liability Expense	OPEB liability expense		22,000		22,000
		TOTAL OTHER CHARGES		22,000		22,000
CAPITAL OUTLAY:						
625-0601-572.50-10	Office Equipment	IT Equipment Repl Program (EQ9708)				
		PC, printer & server replacement	76,000		96,800	
		Police vehicle computer systems (8)	125,000	201,000	125,000	221,800
		TOTAL CAPITAL OUTLAY		201,000		221,800
		TOTAL INFORMATION TECHNOLOGY		1,256,700		1,168,400

TECHNOLOGY FUND (625)

EXPENDITURE DETAIL

GEOGRAPHIC INFORMATION SYSTEMS

0701

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
625-0701-553.10-01	Salaries	Salaries	102,100	102,300
625-0701-553.18-01	Temporary Help	Temporary Help	23,700	23,700
TOTAL SALARIES			125,800	126,000
FRINGE BENEFITS:				
625-0701-553.19-01	Workers' Compensation	Workers' Compensation Insurance	100	100
625-0701-553.19-05	Medical Insurance	Medical Insurance	17,600	17,700
625-0701-553.19-10	IMRF	IMRF	14,100	15,500
625-0701-553.19-11	Social Security	Social Security	7,800	7,800
625-0701-553.19-12	Medicare	Medicare	1,800	1,800
TOTAL FRINGE BENEFITS			41,400	42,900
CONTRACTUAL SERVICES:				
625-0701-553.21-02	Equipment Maintenance	Annual maintenance fees for hardware, software & printers	44,300	34,300
625-0701-553.21-65	Other Services	Cell phone charges	1,200	1,200
625-0701-553.22-02	Dues	Dues and professional memberships	1,600	1,600
625-0701-553.22-03	Travel & Training	Seminars and specialized training including cost of GIS training for other departments (e.g. application use & books): International ArcInfo User Conference ILGISA Conference ESRI Training (new courses) Illinois User Conference	8,300	8,300
625-0701-553.22-05	Postage	Postage	200	200
625-0701-553.22-15	Photocopying	Photocopies & supplies	500	500
TOTAL CONTRACTUAL SERVICES			56,100	46,100
COMMODITIES:				
625-0701-553.30-01	Publications/Periodicals	Periodicals and books	800	800
625-0701-553.30-05	Office Supplies & Equip.	General office supplies (including ROLAND plotter paper and cartridges, blank CD's, labels, map tubes, cartridges for HP 100p plotter, printer cartridges, and wide scanner supplies)	25,200	20,000

TECHNOLOGY FUND (625)

EXPENDITURE DETAIL

GEOGRAPHIC INFORMATION SYSTEMS (cont.)

0701

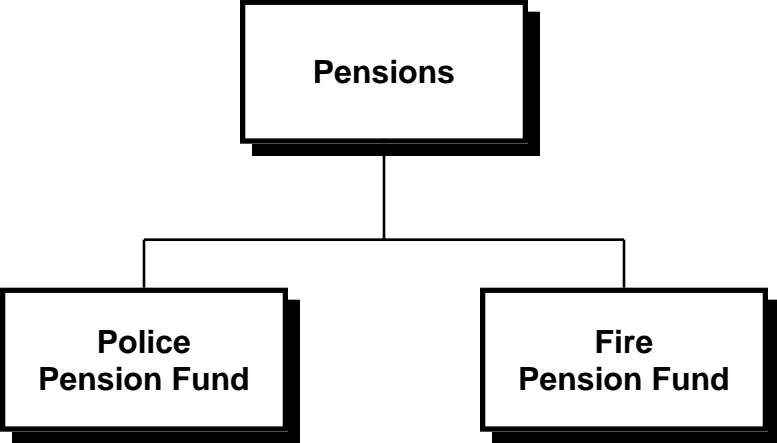
Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
625-0701-553.33-05	Other Supplies	Computer software, etc.	6,300	6,300
		TOTAL COMMODITIES	<u>32,300</u>	<u>27,100</u>
		TOTAL GRAPHIC INFORMATION SYSTEMS	<u>255,600</u>	<u>242,100</u>
		TOTAL TECHNOLOGY FUND	<u><u>1,512,300</u></u>	<u><u>1,410,500</u></u>

VILLAGE OF ARLINGTON HEIGHTS

CHARGES TO OPERATIONS FOR IT/GIS SERVICES FY2011-12

FUND	OPERATION	IT/GIS SERVICE CHARGE		
		2010-11	as of 2/14/11 2011-12	VARIANCE
101	0101-501 Board of Trustees	20,800	12,700	(8,100)
101	0201-502 Village Manager	30,500	28,200	(2,300)
101	0301-503 Human Resources	27,700	25,500	(2,200)
101	0401-503 Legal Department	17,300	15,900	(1,400)
101	0501-503 Finance Department	44,400	44,100	(300)
101	0509-503 Village Clerk	6,900	6,400	(500)
101	3001-511 Police Department	310,800	321,000	10,200
101	3501-512 Fire Department	261,900	228,500	(33,400)
101	4001-521 Planning & Community Dvlp.	64,500	53,200	(11,300)
101	4501-523 Building Department	92,200	78,700	(13,500)
101	5001-524 Engineering Department	81,800	62,800	(19,000)
101	7001-541 Health Services Department	47,800	41,000	(6,800)
101	7007-541 Senior Services	51,900	44,600	(7,300)
101	7101-531 Public Works Department	119,900	110,600	(9,300)
101	7105-503 Municipal Buildings & Grounds	16,700	21,800	5,100
Sub-Total General Fund		\$1,195,100	\$1,095,000	(\$100,100)
225	3601-512 Fire Academy	16,700	9,100	(7,600)
235	3001-532 Parking - Police	9,800	9,100	(700)
505	0501-503 Water & Sewer - Finance Department	97,700	90,900	(6,800)
505	7201-561 Water & Sewer - Water Utility	151,900	141,000	(10,900)
605	0301-552 Health Insurance - Human Resources	3,500	3,200	(300)
615	0301-552 Workers' Comp - Human Resources	3,500	3,200	(300)
621	7501-551 Fleet Operations - Mun. Fleet Services	23,600	25,000	1,400
Sub-Total Other Funds		\$306,700	\$281,500	(\$25,200)
TOTAL VILLAGE		\$1,501,800	\$1,376,500	(\$125,300)
291	6103-601 Memorial Library	20,000	20,000	0
TOTAL VILLAGE & LIBRARY		\$1,521,800	\$1,396,500	(\$125,300)

Note: Village IT/GIS service charges are calculated as follows: The number of computers inventoried in each cost center at a point in time is divided by the total number of computers at the same point in time. The resulting percentage is multiplied by the total IT proposed budget (including the IT Equipment Replacement Program). The number of GIS users assigned to each cost center is divided by the total GIS users. The resulting percentage is multiplied by the total GIS proposed budget. (The assigned GIS users for all cost centers has remained the same since this method of cost allocation was started and not all cost centers are charged for GIS services.) These two calculations for each cost center are added together for the IT/GIS Service Charge.



► **Fund at a Glance**

The Village has been mandated by state law to provide for a separate Police Pension Plan. This fund is created for the purpose of providing for the retirement pensions for our police officers. The fund is administered locally and the fiduciary responsibility is placed upon the Village Treasurer and the Board of Trustees of the Police Pension Fund.

Restrictions:

State Law – The Police Pension Fund is locally administered as prescribed in Chapter 40 of the Illinois State Statutes. This fund must be separately accounted for and not commingled with other Village funds. The Village contracts for independent actuarial services.

► **Performance Measures**

	FY2008	FY2009	FY2010
1. # of Active Participants	109	114	111
# of Retired Participants	69	70	73
Regular Pensioners	53	52	55
Duty Disability Pensioners	3	3	3
Non-Duty Disability Pensioners	2	2	2
Surviving Spouses	11	13	13
2. Actuarial Value of Fund Assets at April 30	\$74,937,672	\$74,802,592	\$75,274,881
3. Total Actuarial Liability	\$85,788,269	\$92,005,341	\$102,820,670
4. Funded Ratio	87.4%	81.3%	73.2%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at April 30	7.5%	-0.5%	0.9%
6. Employer Annual Actuarial Funding Requirements	\$2,325,266	\$2,875,430	\$3,679,006

POLICE PENSION FUND

(continued)

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Interest Income	(\$9,355,301)	\$10,040,142	\$3,480,000	\$4,300,000	\$3,800,000	(\$500,000)	(11.6%)
Other	3,558,359	3,397,100	4,382,700	4,368,000	5,038,000	670,000	15.3%
Total Revenues	(\$5,796,942)	\$13,437,242	\$7,862,700	\$8,668,000	\$8,838,000	\$170,000	2.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	(\$5,796,942)	\$13,437,242	\$7,862,700	\$8,668,000	\$8,838,000	\$170,000	2.0%
Expenditures							
Personal Services	\$3,294,082	\$3,513,918	\$3,757,700	\$3,740,000	\$4,036,000	\$296,000	7.9%
Contractual Services	270,847	231,488	259,500	315,400	306,100	(9,300)	(2.9%)
Commodities	0	0	0	900	900	0	0.0%
Other Charges	41	764	0	25,100	25,100	0	0.0%
Total Expenditures	\$3,564,970	\$3,746,170	\$4,017,200	\$4,081,400	\$4,368,100	\$286,700	7.0%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$3,564,970	\$3,746,170	\$4,017,200	\$4,081,400	\$4,368,100	\$286,700	7.0%
REVENUES OVER (UNDER) EXPENDITURES	(\$9,361,912)	\$9,691,072	\$3,845,500	\$4,586,600	\$4,469,900	(\$116,700)	(2.5%)
BEGINNING FUND BALANCE	71,005,206	61,643,294	71,334,366	71,334,366	75,179,866	3,845,500	5.4%
ENDING FUND BALANCE	\$61,643,294	\$71,334,366	\$75,179,866	\$75,920,966	\$79,649,766	\$3,728,800	4.9%

POLICE PENSION FUND (705)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
705-0000-461.02-00	Interest on Investments	1,997,055	1,763,785	1,780,000	2,000,000	1,800,000	(200,000)	(10.0%)
	Interest Income	1,997,055	1,763,785	1,780,000	2,000,000	1,800,000	(200,000)	(10.0%)
705-0000-462.10-00	Market Value Adjustments	(11,728,336)	7,927,590	1,500,000	2,000,000	1,700,000	(300,000)	(15.0%)
705-0000-462.11-00	Dividend Income	375,980	348,767	200,000	300,000	300,000	0	0.0%
	Investment Income	(11,352,356)	8,276,357	1,700,000	2,300,000	2,000,000	(300,000)	(13.0%)
705-0000-485.86-00	Contributions Participant	920,561	951,678	990,000	990,000	1,000,000	10,000	1.0%
705-0000-485.87-00	Contribution R/E Tax	2,307,800	2,442,000	3,378,000	3,378,000	4,038,000	660,000	19.5%
705-0000-485.88-00	Portability Payments	313,298	0	0	0	0	0	N/A
	Pension Contributions	3,541,659	3,393,678	4,368,000	4,368,000	5,038,000	670,000	15.3%
705-0000-489.90-00	Other Income	16,700	3,422	14,700	0	0	0	N/A
	Other	16,700	3,422	14,700	0	0	0	N/A
Total Police Pension Fund		(5,796,942)	13,437,242	7,862,700	8,668,000	8,838,000	170,000	2.0%

POLICE PENSION FUND (705)

EXPENDITURES

Pensions

8001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
705-8001-631.15-01	Service Pensions	2,756,370	2,916,350	3,155,900	3,140,000	3,425,000	285,000	9.1%
705-8001-631.15-03	Duty Disability Pension	182,545	183,071	187,300	185,000	196,000	11,000	5.9%
705-8001-631.15-04	Surviving Spouse Pension	355,167	414,497	414,500	415,000	415,000	0	0.0%
	Salaries	3,294,082	3,513,918	3,757,700	3,740,000	4,036,000	296,000	7.9%
705-8001-631.20-20	Legal Services	2,815	9,332	9,000	10,500	10,500	0	0.0%
705-8001-631.20-21	Invest Manager Services	237,191	188,852	215,000	270,000	260,000	(10,000)	(3.7%)
705-8001-631.20-22	Investment Custodian	750	0	0	0	0	0	N/A
705-8001-631.20-75	Examinations	900	7,050	9,000	3,500	5,000	1,500	42.9%
705-8001-631.21-65	Other Services	17,459	18,165	18,000	19,000	19,200	200	1.1%
705-8001-631.22-02	Dues	150	750	800	1,200	1,200	0	0.0%
705-8001-631.22-03	Travel & Training	11,423	7,136	7,500	11,000	10,000	(1,000)	(9.1%)
705-8001-631.22-05	Postage	159	203	200	200	200	0	0.0%
	Contractual Services	270,847	231,488	259,500	315,400	306,100	(9,300)	(2.9%)
705-8001-631.30-01	Publications Periodicals	0	0	0	100	100	0	0.0%
705-8001-631.30-05	Office Supplies & Equip	0	0	0	800	800	0	0.0%
	Commodities	0	0	0	900	900	0	0.0%
705-8001-631.40-65	Pension Refunds	0	761	0	25,000	25,000	0	0.0%
705-8001-631.40-93	Foreign Taxes Paid	41	3	0	100	100	0	0.0%
	Other Charges	41	764	0	25,100	25,100	0	0.0%
	Total Expenditures	3,564,970	3,746,170	4,017,200	4,081,400	4,368,100	286,700	7.0%
	Total Police Pension Fund	3,564,970	3,746,170	4,017,200	4,081,400	4,368,100	286,700	7.0%
	Beginning Fund Balance	71,005,206	61,643,294	71,334,366	71,334,366	75,179,866	3,845,500	5.4%
	Rev. Over (Under) Expend.	(9,361,912)	9,691,072	3,845,500	4,586,600	4,469,900	(116,700)	(2.5%)
	Ending Fund Balance	61,643,294	71,334,366	75,179,866	75,920,966	79,649,766	3,728,800	4.9%

POLICE PENSION FUND (705)

EXPENDITURE DETAIL

PENSIONS

8001

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
SALARIES:				
705-8001-631.15-01	Service Pensions	Service Pensions	3,140,000	3,425,000
705-8001-631.15-03	Duty Disability Pension	Duty Disability Pension	185,000	196,000
705-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension	415,000	415,000
	TOTAL SALARIES		3,740,000	4,036,000
CONTRACTUAL SERVICES:				
705-8001-631.20-20	Legal Services	Legal services	10,500	10,500
705-8001-631.20-21	Invest Manager Services	Investment manager services	270,000	260,000
705-8001-631.20-75	Examinations	Examinations	3,500	5,000
705-8001-631.21-65	Other Services	EVARE annual fee DOI Filing Fee Fiduciary Insurance Other services	2,900 8,000 6,100 2,000	3,200 8,000 6,000 2,000
705-8001-631.22-02	Dues	Dues	1,200	1,200
705-8001-631.22-03	Travel & Training	Travel & training	11,000	10,000
705-8001-631.22-05	Postage	Postage	200	200
	TOTAL CONTRACTUAL SERVICES		315,400	306,100
COMMODITIES:				
705-8001-631.30-01	Publications Periodicals	Publications	100	100
705-8001-631.30-05	Office Supplies & Equip.	General office supplies	800	800
	TOTAL COMMODITIES		900	900
OTHER CHARGES:				
705-8001-631.40-65	Pension Refunds	Refunds to other Police Departments	25,000	25,000
705-8001-631.40-93	Foreign Taxes Paid	Investment activity	100	100
	TOTAL OTHER CHARGES		25,100	25,100
	TOTAL PENSIONS		4,081,400	4,368,100
	TOTAL POLICE PENSION FUND		4,081,400	4,368,100

► **Fund at a Glance**

The Village has been mandated by state law to provide for a separate Fire Pension Plan. This fund is created for the purpose of providing for the retirement pensions of our firefighters. The fund is administered locally and the fiduciary responsibility is placed upon the Village Treasurer and the Board of Trustees of the Fire Pension Fund.

Restrictions:

STATE LAW – The Fire Pension Fund is locally administered as prescribed in Chapter 40 of the Illinois State Statutes. This fund must be separately accounted for and not commingled with other Village funds. The Village contracts for independent actuarial services.

► **Performance Measures**

	FY2008	FY2009	FY2010
1. # of Active Participants	110	110	109
# of Retired Participants	77	84	86
Regular Pensioners	50	52	53
Duty Disability Pensioners	19	19	20
Non-Duty Disability Pensioners	2	2	2
Surviving Spouses	6	11	11
2. Actuarial Value of Fund Assets at April 30	\$58,541,413	\$58,792,172	\$60,749,266
3. Total Actuarial Liability	\$80,785,619	\$86,426,401	\$95,558,209
4. Funded Ratio	72.5%	68.0%	63.6%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at April 30	6.6%	0.4%	3.4%
6. Employer Annual Actuarial Funding Requirements	\$3,098,000	\$3,554,720	\$4,195,008

FIRE PENSION FUND

(Continued)

► Fund Summary

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Interest Income	(\$6,433,019)	\$9,779,730	\$4,082,000	\$3,325,000	\$3,625,000	\$300,000	9.0%
Other	3,958,805	4,130,359	4,858,000	4,858,000	5,384,000	526,000	10.8%
Total Revenues	(\$2,474,214)	\$13,910,089	\$8,940,000	\$8,183,000	\$9,009,000	\$826,000	10.1%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	(\$2,474,214)	\$13,910,089	\$8,940,000	\$8,183,000	\$9,009,000	\$826,000	10.1%
Expenditures							
Personal Services	\$3,832,590	\$4,106,488	\$4,432,000	\$4,374,000	\$4,879,000	\$505,000	11.5%
Contractual Services	175,005	215,459	193,700	205,300	211,100	5,800	2.8%
Commodities	0	1,020	700	2,000	1,800	(200)	(10.0%)
Other Charges	79,912	0	0	25,200	25,200	0	0.0%
Total Expenditures	\$4,087,507	\$4,322,967	\$4,626,400	\$4,606,500	\$5,117,100	\$510,600	11.1%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$4,087,507	\$4,322,967	\$4,626,400	\$4,606,500	\$5,117,100	\$510,600	11.1%
REVENUES OVER (UNDER) EXPENDITURES	(\$6,561,721)	\$9,587,122	\$4,313,600	\$3,576,500	\$3,891,900	\$315,400	8.8%
BEGINNING FUND BALANCE	55,879,539	49,317,818	58,904,940	58,904,940	63,218,540	4,313,600	7.3%
ENDING FUND BALANCE	\$49,317,818	\$58,904,940	\$63,218,540	\$62,481,440	\$67,110,440	\$4,629,000	7.4%

FIRE PENSION FUND (711)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
711-0000-461.02-00	Interest on Investments	1,820,850	1,545,755	1,500,000	1,500,000	1,500,000	0	0.0%
	Interest Income	1,820,850	1,545,755	1,500,000	1,500,000	1,500,000	0	0.0%
711-0000-462.10-00	Market Value Adjustments	(8,407,437)	8,063,993	2,500,000	1,700,000	2,000,000	300,000	17.6%
711-0000-462.11-00	Dividend Income	153,568	169,982	82,000	125,000	125,000	0	0.0%
	Investment Income	(8,253,869)	8,233,975	2,582,000	1,825,000	2,125,000	300,000	16.4%
711-0000-485.86-00	Contributions Participant	842,032	868,019	910,000	910,000	925,000	15,000	1.6%
711-0000-485.87-00	Contribution R/E Tax	3,109,350	3,244,000	3,948,000	3,948,000	4,459,000	511,000	12.9%
	Pension Contributions	3,951,382	4,112,019	4,858,000	4,858,000	5,384,000	526,000	10.8%
711-0000-489.90-00	Other Income	7,423	18,340	0	0	0	0	N/A
	Other	7,423	18,340	0	0	0	0	N/A
	Total Fire Pension Fund	(2,474,214)	13,910,089	8,940,000	8,183,000	9,009,000	826,000	10.1%

FIRE PENSION FUND (711)

EXPENDITURES

Pensions

8001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected Actual 2010-11	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
711-8001-631.15-01	Service Pensions	2,638,691	2,812,419	3,112,000	3,065,000	3,530,000	465,000	15.2%
711-8001-631.15-02	Non Duty Disability Pens	48,499	48,499	49,000	50,000	50,000	0	0.0%
711-8001-631.15-03	Duty Disability Pension	759,947	779,659	824,000	812,000	850,000	38,000	4.7%
711-8001-631.15-04	Surviving Spouse Pension	261,006	299,687	321,000	321,000	321,000	0	0.0%
711-8001-631.15-05	Occupational Disease Pens	124,447	166,224	126,000	126,000	128,000	2,000	1.6%
	Salaries	3,832,590	4,106,488	4,432,000	4,374,000	4,879,000	505,000	11.5%
711-8001-631.20-20	Legal Services	6,905	20,392	4,000	10,000	10,000	0	0.0%
711-8001-631.20-21	Invest Manager Services	147,920	155,020	165,000	165,000	170,000	5,000	3.0%
711-8001-631.20-22	Investment Custodian	4,766	5,231	5,200	5,200	5,400	200	3.8%
711-8001-631.20-23	Bank Services	26	0	0	400	400	0	0.0%
711-8001-631.20-75	Examinations	2,320	18,475	2,500	7,000	7,000	0	0.0%
711-8001-631.21-65	Other Services	11,264	15,034	14,100	13,200	13,900	700	5.3%
711-8001-631.22-02	Dues	400	0	0	500	500	0	0.0%
711-8001-631.22-03	Travel & Training	1,307	1,190	2,700	3,700	3,700	0	0.0%
711-8001-631.22-05	Postage	97	117	200	300	200	(100)	(33.3%)
	Contractual Services	175,005	215,459	193,700	205,300	211,100	5,800	2.8%
711-8001-631.30-01	Publications Periodicals	0	1,020	700	1,000	1,000	0	0.0%
711-8001-631.30-05	Office Supplies & Equip	0	0	0	1,000	800	(200)	(20.0%)
	Commodities	0	1,020	700	2,000	1,800	(200)	(10.0%)
711-8001-631.40-65	Pension Refunds	79,912	0	0	25,000	25,000	0	0.0%
711-8001-631.40-93	Foreign Taxes Paid	0	0	0	200	200	0	0.0%
	Other Charges	79,912	0	0	25,200	25,200	0	0.0%
	Total Pensions	4,087,507	4,322,967	4,626,400	4,606,500	5,117,100	510,600	11.1%
	Total Fire Pension Fund	4,087,507	4,322,967	4,626,400	4,606,500	5,117,100	510,600	11.1%
	Beginning Fund Balance	55,879,539	49,317,818	58,904,940	58,904,940	63,218,540	4,313,600	7.3%
	Rev. Over (Under) Expend.	(6,561,721)	9,587,122	4,313,600	3,576,500	3,891,900	315,400	8.8%
	Ending Fund Balance	49,317,818	58,904,940	63,218,540	62,481,440	67,110,440	4,629,000	7.4%

FIRE PENSION FUND (711)

EXPENDITURE DETAIL

PENSIONS

8001

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
SALARIES:						
711-8001-631.15-01	Service Pensions	Service Pensions	3,065,000		3,530,000	
711-8001-631.15-02	Non-Duty Disability Pens	Non-Duty Disability Pens	50,000		50,000	
711-8001-631.15-03	Duty Disability Pension	Duty Disability Pension	812,000		850,000	
711-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension	321,000		321,000	
711-8001-631.15-05	Occupational Disease Pen	Occupational Disease Pension	126,000		128,000	
TOTAL SALARIES			4,374,000		4,879,000	
CONTRACTUAL SERVICES:						
711-8001-631.20-20	Legal Services	Legal services	10,000		10,000	
711-8001-631.20-21	Invest Manager Services	Investment manager services	115,000		120,000	
		Investment advisor	50,000	165,000	50,000	170,000
711-8001-631.20-22	Investment Custodian	Investment custodian	5,200		5,400	
711-8001-631.20-23	Bank Services	Bank services	400		400	
711-8001-631.20-75	Examinations	Examinations	7,000		7,000	
711-8001-631.21-65	Other Services	EVARE annual fee	2,900		3,200	
		DOI filing fee	8,000		8,000	
		Secretarial	2,300		2,400	
		Miscellaneous	0	13,200	300	13,900
711-8001-631.22-02	Dues	Dues	500		500	
711-8001-631.22-03	Travel & Training	Travel & training	3,700		3,700	
711-8001-631.22-05	Postage	Postage	300		200	
TOTAL CONTRACTUAL SERVICES			205,300		211,100	
COMMODITIES:						
711-8001-631.30-01	Publications/Periodicals	Publications and periodicals	1,000		1,000	
711-8001-631.30-05	Office Supplies & Equip.	General office supplies	1,000		800	
TOTAL COMMODITIES			2,000		1,800	
OTHER CHARGES:						
711-8001-631.40-65	Pension Refunds	Refunds of contributions upon withdrawal	25,000		25,000	
711-8001-631.40-93	Foreign Taxes Paid	Investment activity	200		200	
TOTAL OTHER CHARGES			25,200		25,200	
TOTAL PENSIONS			4,606,500		5,117,100	
TOTAL FIRE PENSION FUND			4,606,500		5,117,100	

FOREIGN FIRE INSURANCE TAX FUND

► **Fund at a Glance**

Each Village that has a fire department shall receive a 2% tax of the gross receipts received from every corporation, company and association which is not incorporated under the laws of the State of Illinois and which are engaged in effecting fire insurance in their Village. This tax is due by the 15th day of July and is collected by the Illinois Municipal League and subsequently distributed on a per capita basis to eligible municipalities or fire protection districts.

Restrictions:

STATE LAW – State Law ILCS 5/11-10-1 through 10-3 requires municipalities to pass the proceeds of this tax to the treasurer of the fire department for the maintenance, use, and benefit of the department. Arlington Heights has designated a "Board" to administer these funds.

► **Fund Summary**

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$90,271	\$104,658	\$117,800	\$90,000	\$117,000	\$27,000	30.0%
Interest Income	9,771	5,232	3,600	2,500	4,000	1,500	60.0%
Other	0	400	100	0	0	0	N/A
Total Revenues	\$100,042	\$110,290	\$121,500	\$92,500	\$121,000	\$28,500	30.8%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$100,042	\$110,290	\$121,500	\$92,500	\$121,000	\$28,500	30.8%
Expenditures							
Contractual Services	\$28,000	\$17,461	\$3,500	\$30,000	\$20,000	(\$10,000)	(33.3%)
Commodities	89,360	16,814	15,000	10,000	15,000	5,000	50.0%
Capital Items	95,675	113,251	90,000	150,000	100,000	(50,000)	(33.3%)
Total Expenditures	\$213,035	\$147,526	\$108,500	\$190,000	\$135,000	(\$55,000)	(28.9%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$213,035	\$147,526	\$108,500	\$190,000	\$135,000	(\$55,000)	(28.9%)
REVENUES OVER (UNDER) EXPENDITURES BEGINNING FUND BALANCE	(\$112,993)	(\$37,236)	\$13,000	(\$97,500)	(\$14,000)	\$83,500	(85.6%)
BALANCE	474,281	361,288	324,052	324,052	337,052	13,000	4.0%
ENDING FUND BALANCE	\$361,288	\$324,052	\$337,052	\$226,552	\$323,052	\$96,500	42.6%

FOREIGN FIRE INSURANCE TAX FUND (227)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
227-0000-403.30-00	Foreign Fire Insurance Tax	90,271	104,658	117,800	90,000	117,000	27,000	30.0%
	Intergovernmental Taxes	90,271	104,658	117,800	90,000	117,000	27,000	30.0%
227-0000-461.02-00	Interest on Investments	6,235	3,868	3,600	2,500	4,000	1,500	60.0%
227-0000-462.10-00	Market Value Adjustments	3,536	1,364	0	0	0	0	N/A
	Interest Income	9,771	5,232	3,600	2,500	4,000	1,500	60.0%
227-0000-489.90-00	Other Income	0	400	100	0	0	0	N/A
	Other	0	400	100	0	0	0	N/A
Total Foreign Fire Insurance		100,042	110,290	121,500	92,500	121,000	28,500	30.8%

FOREIGN FIRE INSURANCE TAX FUND (227)

EXPENDITURES

Foreign Fire Insurance

3701

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11				
227-3701-512.22-03	Travel & Training	28,000	17,461	3,500	30,000	20,000	(10,000)	(33.3%)
	Contractual Services	28,000	17,461	3,500	30,000	20,000	(10,000)	(33.3%)
227-3701-512.30-35	Clothing	89,360	16,814	15,000	10,000	15,000	5,000	50.0%
	Commodities	89,360	16,814	15,000	10,000	15,000	5,000	50.0%
227-3701-512.50-15	Other Equipment	95,675	113,251	90,000	150,000	100,000	(50,000)	(33.3%)
	Capital Outlay	95,675	113,251	90,000	150,000	100,000	(50,000)	(33.3%)
Total Foreign Fire Insurance		213,035	147,526	108,500	190,000	135,000	(55,000)	(28.9%)
Total Foreign Fire Ins Tax Fund		213,035	147,526	108,500	190,000	135,000	(55,000)	(28.9%)

FOREIGN FIRE INSURANCE TAX FUND (227)

EXPENDITURE DETAIL

FOREIGN FIRE INSURANCE

3701

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
227-3701-512.22-03	Travel & Training	Travel & Training	30,000	20,000
TOTAL CONTRACTUAL SERVICES			<u>30,000</u>	<u>20,000</u>
COMMODITIES:				
227-3701-512.30-35	Clothing	Clothing	10,000	15,000
TOTAL COMMODITIES			<u>10,000</u>	<u>15,000</u>
CAPITAL OUTLAY:				
227-3701-512.50-15	Other Equipment	Other Equipment	150,000	100,000
TOTAL CAPITAL OUTLAY			<u>150,000</u>	<u>100,000</u>
TOTAL FOREIGN FIRE INSURANCE			<u>190,000</u>	<u>135,000</u>
TOTAL FOREIGN FIRE INS. TAX FUND			<u>190,000</u>	<u>135,000</u>

CRIMINAL INVESTIGATION FUND

► **Fund at a Glance**

State and Federal statutes allow for the seizure of assets used in criminal activities. Assets can be money, real estate or automobiles. After the courts award the assets to the Police Department they are recorded in this fund for future police expenditures.

Restrictions:

FEDERAL LAW – Requires all confiscated and court awarded assets obtained under Federal statutes be expended for any general law enforcement purposes.

STATE LAW – Requires all confiscated and court awarded assets obtained under State statutes be expended for drug enforcement purposes.

► **Fund Summary**

	2008-09	2009-10	2010-11	2010-11	2011-12	\$	%
	Actual	Actual	Est Act	Budget	Budget	Change	Change
Revenues							
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Interest Income	\$3,453	\$5,681	\$4,500	\$0	\$0	\$0	N/A
Other	156,582	191,565	314,700	0	16,676	16,676	N/A
Total Revenues	\$160,035	\$197,246	\$319,200	\$0	\$16,676	\$16,676	N/A
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$160,035	\$197,246	\$319,200	\$0	\$16,676	\$16,676	N/A
Expenditures							
Other Charges	\$91,349	\$189,981	\$245,100	\$240,051	\$149,000	(\$91,051)	(37.9%)
Total Expenditures	\$91,349	\$189,981	\$245,100	\$240,051	\$149,000	(\$91,051)	(37.9%)
Interfund Transfers Out	158,815	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$250,164	\$189,981	\$245,100	\$240,051	\$149,000	(\$91,051)	(37.9%)
REVENUES OVER (UNDER) EXPENDITURES	(\$90,129)	\$7,265	\$74,100	(\$240,051)	(\$132,324)	\$107,727	(44.9%)
BEGINNING FUND BALANCE	141,088	50,959	58,224	58,224	132,324	74,100	127.3%
ENDING FUND BALANCE	\$50,959	\$58,224	\$132,324	(\$181,827)	\$0	\$181,827	(100.0%)

CRIMINAL INVESTIGATION FUND (231)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
231-0000-461.02-00	Interest on Investments	1,955	4,286	4,500	0	0	0	N/A	
231-0000-461.03-00	Interest State Awards	0	0	0	0	0	0	N/A	
231-0000-461.05-00	Interest Federal Awards	0	0	0	0	0	0	N/A	
231-0000-462.10-00	Market Value Adjustments	1,498	1,395	0	0	0	0	N/A	
	Interest Income	3,453	5,681	4,500	0	0	0	N/A	
231-0000-484.06-00	State Awarded Funds	18,251	32,344	19,200	0	0	0	N/A	
231-0000-484.08-00	Court Awarded Funds	2,449	217	100	0	0	0	N/A	
231-0000-484.11-00	Justice Awarded Funds	135,882	158,904	295,400	0	16,676	16,676	N/A	
231-0000-484.12-00	Crime Lab Fines	0	100	0	0	0	0	N/A	
	Intergovernmental Taxes	156,582	191,565	314,700	0	16,676	16,676	N/A	
	Total Criminal Invest Fund	160,035	197,246	319,200	0	16,676	16,676	N/A	

CRIMINAL INVESTIGATION FUND (231)

EXPENDITURES

Criminal Investigation

3003

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
231-3003-511.40-01	Expenditures - State Awards	31,233	7,019	4,000	4,000	4,000	4,000	0	0.0%
231-3003-511.40-02	Expenditures - Federal Awards	315	1,224	3,000	3,000	3,000	3,000	0	0.0%
231-3003-511.40-03	Expenditures - Court Awards	0	15,976	10,000	10,000	10,000	10,000	0	0.0%
231-3003-511.40-11	Expenditures - Justice	59,801	165,762	228,100	228,151	228,151	132,000	(96,151)	(42.1%)
	Other Charges	91,349	189,981	245,100	245,151	245,151	149,000	(96,151)	(39.2%)
	Total Criminal Investigation	91,349	189,981	245,100	245,151	245,151	149,000	(96,151)	(39.2%)

Non-Operating

9901

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
231-9901-591.90-05	Operating Transfer Out	158,815	0	0	0	0	0	0	N/A
	Other Financing Uses	158,815	0	0	0	0	0	0	N/A
	Total Non-Operating	158,815	0	0	0	0	0	0	N/A
	Total Criminal Invest Fund	250,164	189,981	245,100	245,151	245,151	149,000	(96,151)	(39.2%)

CRIMINAL INVESTIGATION FUND

EXPENDITURE DETAIL

Criminal Investigation

3003

Account Number	Account Title	Description	Budget 2010-11		Budget 2011-12	
OTHER CHARGES:						
231-3003-511.40-01	Expenditures-State Awards	Drug lab equipment & supplies	2,000		2,000	
		Surveillance van equipment	2,000	4,000	2,000	4,000
231-3003-511.40-02	Expenditures-Federal Awards	Replenish official advance funds		3,000		3,000
231-3003-511.40-03	Expenditures-Court Awards	Interview rooms equipment & supplies		10,000		10,000
231-3003-511.40-11	Expenditures-Justice	Canine Program	34,600		23,000	
		Police community events	5,000		10,000	
		CALEA Program	6,500		6,500	
		Rifle ammunition	8,000		8,000	
		ISP/IWIN access fees	3,000		3,000	
		Storage rental unit	4,000		4,000	
		Specialized police training	15,000		20,000	
		Taser accessories	0		5,000	
		Citizen observer	0		5,500	
		Video enhancement system	0		17,000	
		License plate recognition hardware/software	0		30,000	
		Parking enforcement management software	45,100		0	
		Prior year encumbrance carryover	999		0	
		Budget Amendment - 4th Floor (MS1010)	51,497		0	
		Budget Amendment - firing range target carrier system	54,455	228,151	0	132,000
		TOTAL OTHER CHARGES		<u>245,151</u>		<u>149,000</u>
		TOTAL CRIMINAL INVESTIGATION		<u>245,151</u>		<u>149,000</u>
		TOTAL CRIMINAL INVESTIGATION FUND		<u>245,151</u>		<u>149,000</u>

SOLID WASTE FUND — SWANCC

► **Fund at a Glance**

The Village of Arlington Heights, along with 22 other North and Northwest Suburban Cook County municipalities, has entered into an intergovernmental agreement thereby creating the "Solid Waste Agency of Northern Cook County" (S.W.A.N.C.C.) to provide an efficient and environmentally sound municipal solid waste disposal system. The Village contractor is required to pay to the Village a predetermined municipal disposal fee and must utilize the transfer station owned and operated by S.W.A.N.C.C. The Village has set up an enterprise fund to account for the "user charges" collected from the hauler and further paid to S.W.A.N.C.C. at a set price per ton.

Restrictions:

The intergovernmental agreements and project use agreement governs the financing of the S.W.A.N.C.C. operation. A Board of Directors of the member municipalities is charged with the responsibility of its future operations and contract negotiations with its members.

► **Fund Summary**

	2008-09	2009-10	2010-11	2010-11	2011-12	\$	%
	Actual	Actual	Est Act	Budget	Budget	Change	Change
Revenues							
Fees	\$1,629,122	\$1,627,737	\$1,537,000	\$1,510,000	\$1,537,000	\$27,000	1.8%
Interest Income	31,016	21,560	18,000	13,000	13,000	0	0.0%
Other	119,842	34,432	15,000	0	0	0	N/A
Total Revenues	\$1,779,980	\$1,683,729	\$1,570,000	\$1,523,000	\$1,550,000	\$27,000	1.8%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,779,980	\$1,683,729	\$1,570,000	\$1,523,000	\$1,550,000	\$27,000	1.8%
Expenditures							
Contractual Services	\$1,541,944	\$1,412,321	\$1,421,300	\$1,477,300	\$1,486,400	\$9,100	0.6%
Commodities	0	9,820	0	0	0	0	N/A
Total Expenditures	\$1,541,944	\$1,422,141	\$1,421,300	\$1,477,300	\$1,486,400	\$9,100	0.6%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,541,944	\$1,422,141	\$1,421,300	\$1,477,300	\$1,486,400	\$9,100	0.6%
REVENUES OVER (UNDER) EXPENDITURES	\$238,036	\$261,588	\$148,700	\$45,700	\$63,600	\$17,900	39.2%
BEGINNING WORKING CASH	1,299,672	1,537,708	1,799,296	1,799,296	1,947,996	148,700	8.3%
ENDING WORKING CASH	\$1,537,708	\$1,799,296	\$1,947,996	\$1,844,996	\$2,011,596	\$166,600	9.0%

SOLID WASTE FUND - SWANCC (511)

REVENUES

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
511-0000-437.81-00	Solid Waste Disposal Fees	1,341,586	1,376,642	1,272,000	1,230,000	1,272,000	42,000	3.4%	
511-0000-437.83-00	Solid Waste Fee Multi-Family	287,536	251,095	265,000	280,000	265,000	(15,000)	(5.4%)	
	SWANCC Fees	1,629,122	1,627,737	1,537,000	1,510,000	1,537,000	27,000	1.8%	
511-0000-461.02-00	Interest on Investments	21,031	16,173	18,000	13,000	13,000	0	0.0%	
511-0000-462.10-00	Market Value Adjustments	9,985	5,387	0	0	0	0	N/A	
	Interest Income	31,016	21,560	18,000	13,000	13,000	0	0.0%	
511-0000-489-90-00	Other Income	119,842	34,432	15,000	0	0	0	N/A	
	Other	119,842	34,432	15,000	0	0	0	N/A	
	Total Solid Waste Fund	1,779,980	1,683,729	1,570,000	1,523,000	1,550,000	27,000	1.8%	

SOLID WASTE FUND - SWANCC (511)

EXPENDITURES

Solid Waste Disposal

7401

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc (Dec)	% Inc (Dec)
				Actual 2010-11	Budget 2010-11				
511-7401-562.20-05	Professional Services	0	12,500	0	0	0	0	N/A	
511-7401-562.21-54	Solid Waste Disp SWANCC	1,541,944	1,399,821	1,421,300	1,477,300	1,486,400	9,100	0.6%	
	Contractual Services	1,541,944	1,412,321	1,421,300	1,477,300	1,486,400	9,100	0.6%	
511-7401-562.33-05	Other Supplies	0	9,820	0	0	0	0	N/A	
	Contractual Services	0	9,820	0	0	0	0	N/A	
	Total Solid Waste Disposal	1,541,944	1,422,141	1,421,300	1,477,300	1,486,400	9,100	0.6%	
	Total SWANCC Fund	1,541,944	1,422,141	1,421,300	1,477,300	1,486,400	9,100	0.6%	

SOLID WASTE FUND - SWANCC (511)

EXPENDITURE DETAIL

SOLID WASTE DISPOSAL

7401

Account Number	Account Title	Description	Budget 2010-11	Budget 2011-12
CONTRACTUAL SERVICES:				
511-7401-562.21-54	Solid Waste Disp SWANCC	Single family refuse disposal (estimated tons 19,960 @ \$54.81/ton)	1,094,000	
		Multi-family refuse disposal (estimated tons 4,804 @ \$54.81/ton)	263,300	
		Single family refuse disposal (estimated tons 19,207 @ \$57.65/ton)		1,107,300
		Multi-family refuse disposal (estimated tons 4,585 @ \$57.65/ton)		264,300
		SWANCC 3 year average adjustment*	0	114,800
		Budget Amendment - fund balance used to nullify cost of 3.5% increase to Village residents for month of April per contract effective 4/1/2010	10,000	0
		Fund balance used to nullify cost of 3.5% increase to Village residents for months of May 2010 through March 2011 per contract effective 4/1/2010	110,000	0
		TOTAL CONTRACTUAL SERVICES	<u>1,477,300</u>	<u>1,486,400</u>
		TOTAL SOLID WASTE DISPOSAL	<u>1,477,300</u>	<u>1,486,400</u>
		TOTAL SOLID WASTE FUND	<u>1,477,300</u>	<u>1,486,400</u>

* The total Solid Waste Fund projected by the Village of Arlington Heights is \$114,800 less than the total Solid Waste Fund projected by SWANCC. This is because the Village calculates this figure based on the previous year's actual tonnage, whereas SWANCC calculates this figure based on the previous three years' actual figures in an effort to calculate on the side of caution. SWANCC does perform an end-of-year "true up" at which time, if there is a surplus, the Village will be reimbursed.

ARLINGTON HEIGHTS MEMORIAL LIBRARY

OPERATING BUDGET FISCAL YEAR 2011-12 BEGINNING MAY 1, 2011

LIBRARY BOARD

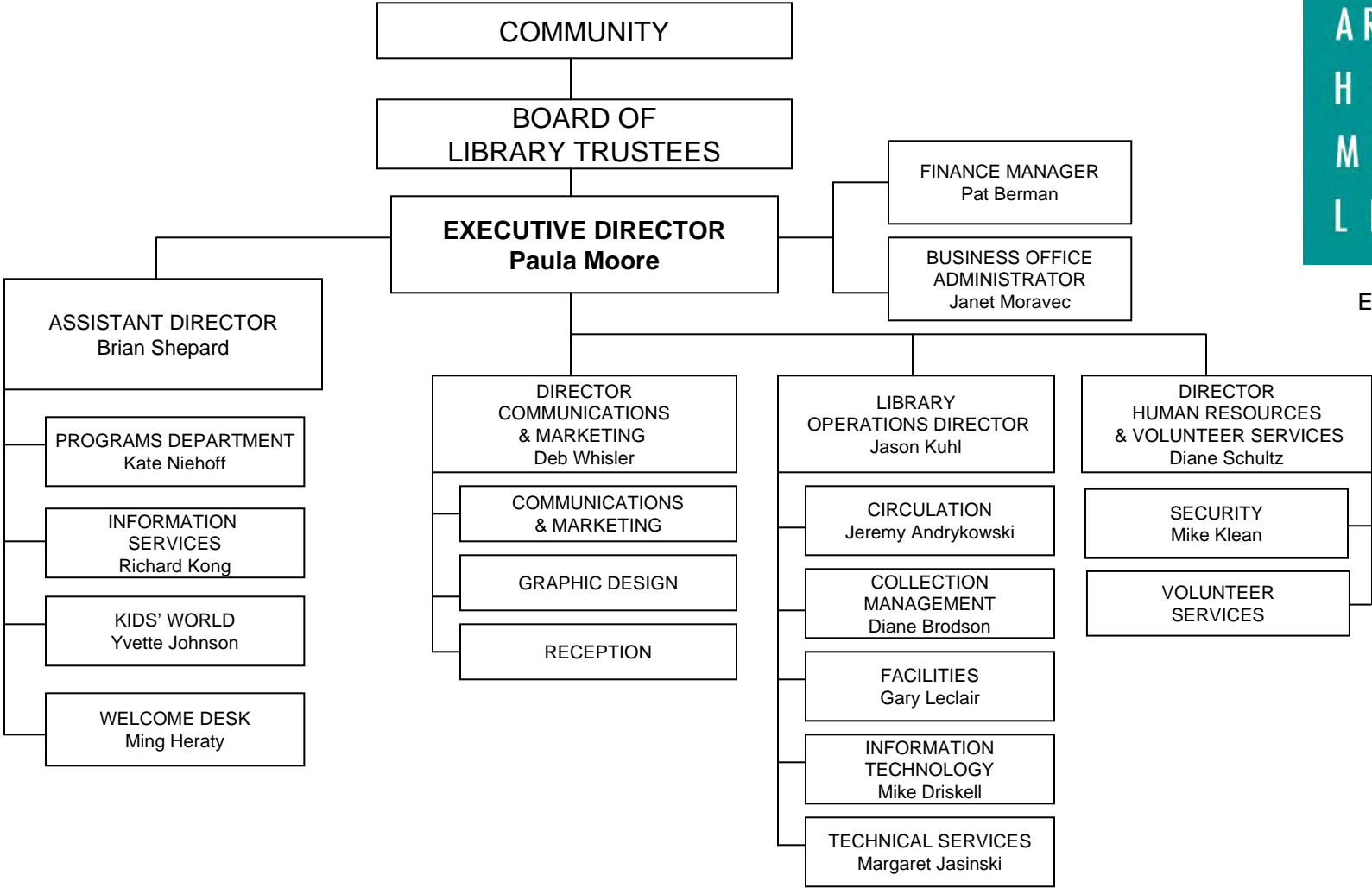
Charles Drost
Richard P. Frisbie
G. Victor Johnson
Deborah A. Nelson
Kerry W. Pearson
Luis Ramirez-Alonso
David F. Unumb

EXECUTIVE DIRECTOR

Paula Moore



Effective 10/13/10



► Fund at a Glance

The Arlington Heights Memorial Library uses one fund to account for its expenditures. The fund is a subcategory of the special revenue fund type and is reported under Special Revenues in the Village's financial statements. The Memorial Library Fund accounts for the operations of the Village Library, not including any debt service, or capital expenditures associated with bond issues by the Village for library purposes. (These items are paid for by the Village and accounted for in other Village funds.)

Since 1926, library funding has been derived from a special revenue tax fund set up for the purpose of maintaining a library for Village residents. The Library derived 95% of its operating revenue from property taxes in fiscal year 2010. As of April 30, 2010, there are 53,732 Arlington Heights registered borrowers.

LIBRARY GOVERNANCE & STAFF:

- The Library is governed by an elected Board of Library Trustees consisting of seven members; each member serves an unremunerated six-year term. Current trustees are: Charles Drost, Richard P. Frisbie, G. Victor Johnson, Deborah A. Nelson, Kerry W. Pearson, Luis Ramirez-Alonso and David F. Unumb.
- The Board of Library Trustees regularly meets on the third Tuesday of each month; all meetings are open to the public. The Library has a staff that includes 33 employees with Master of Library Science degrees. As of May 1, 2010, the total full-time equivalent (FTE) employees were 148.9.

LIBRARY FACILITY:

- Arlington Heights Memorial Library is open 79 hours weekly:
9 a.m.-10 p.m. on weekdays, 9 a.m.-5:30 p.m. on Saturdays, and 12 p.m.-5:30 p.m. on Sundays.
- Located at 500 North Dunton, the current library building opened in June of 1968, with 40,000 square feet. In 1978, it was expanded to over 76,000 square feet. In 1992, voter approval was given to build a 56,000 square foot addition and to renovate the original facility. The Library's second-floor addition opened in September of 1994, and renovation of the original building was completed in 1996.
- The main floor is divided into service areas for adults and children, including books, DVDs, new magazines, computers, and a cafe. A computer training lab is available for staff and public classes.
- The second floor contains the local history and genealogy collection, back issues of magazines and newspapers, conference rooms, a meeting room (with a maximum capacity of 200) available for library programs and for use by eligible community groups, administration offices, and staff room.
- The lower level of the building includes parking, a book drop, a drive-up window, and maintenance areas, including heating and ventilating equipment.

LIBRARY COLLECTION & EQUIPMENT:

- The Library owns 418,096 books, magazines, and audiovisual items as of April 30, 2010.
- Circulation of items for the fiscal year ended April 30, 2010, was 2,620,474 items.
- Wireless Internet service and laptops for use in the Library are available.
- Over 80 personal computers with Internet access and office software are available for public use.
- Photocopiers, a color copier, and microform reader/printers are available.
- An Optolec machine for the visually impaired, a TTY for communication with those who are hearing impaired, and three public computers with magnification software are available.

- Electronic resources, including business information and magazine indexes with full text options, are offered both in the Library and outside the Library.

LIBRARY PROGRAMS & SERVICES:

The Library is a one-stop cultural center for residents of all ages and offers:

- Electronic reading devices such as the Kindle, Nook and Sony E-Reader to borrow.
- Educational and recreational programs for adults and children.
- Book and film discussions, author events, fine arts and health lectures are scheduled regularly.
- Summer reading program, which attracts more than 5,000 children annually to provide summer leisure and skill-building reading while on vacation from their classrooms.
- Literacy tutoring in cooperation with District 214 and through the Library's own literacy lab.
- A variety of computer classes are offered throughout the year.

For the third year in a row, *Library Journal's* "Index of Public Library Service" gave Arlington Heights Memorial Library a five-star rating, making it one of America's top-rated libraries. Only 1% of public libraries across the nation were awarded this distinction.

LIBRARY OUTREACH:

Beyond its four walls, the Library provides:

- Bookmobile service at 29 stops throughout the community, and outreach services to apartment complexes, health care sites, senior independent living complexes, homebound citizens, and to residents of the Backstretch at Arlington Park.
- The Library's web site at www.ahml.info, available 24 hours a day, 7 days a week, to access the online catalog, patron library accounts and "Ask a Librarian Live," online chat service. A resident can reserve or renew materials, receive email reminders of due dates, download books and register for programs online.
- Real-time tutoring assistance in English and Spanish for students offered at www.ahml.info.
- Answers to reference questions in person, by phone, by instant messaging, text messaging, or via the web site at www.ahml.info
- A bimonthly newsletter highlighting services and programs mailed to all Village residences and businesses.

LIBRARY COLLABORATION:

- The Library is a member of the North Suburban Library System, a cooperative involving over 300 libraries of all types in the northwest suburbs. Through inter-library loan, residents have access to vast resources of significant collections throughout the country. As a benefit of system membership, residents have reciprocal borrowing privileges with 48 neighboring public libraries, the Chicago Public Library, and many other libraries throughout Illinois.
- The Library is also a service partner at the Arlington Heights Senior Center, providing a reading room and computer lab at the center. Features include a collection of appealing items to check out, programs and discussion groups and free classes in computer instruction.

MEMORIAL LIBRARY FUND

(Continued)

► FUND SUMMARY

	2008-09 Actual	2009-10 Actual	2010-11 Est Act	2010-11 Budget	2011-12 Budget	\$ Change	% Change
Revenues							
Taxes	\$12,250,588	\$12,212,548	\$12,637,716	\$12,899,577	\$13,028,572	\$128,995	1.0%
Intergovernmental	10,449	107,290	87,023	15,000	6,500	(8,500)	(56.7%)
Fees	34,840	36,968	35,775	33,500	39,500	6,000	17.9%
Fines	222,007	228,964	224,000	224,000	224,000	0	0.0%
Interest Income	225,213	117,466	75,000	113,000	50,000	(63,000)	(55.8%)
Other	179,197	210,545	83,115	77,200	73,600	(3,600)	(4.7%)
Total Revenues	\$12,922,294	\$12,913,781	\$13,142,629	\$13,362,277	\$13,422,172	\$59,895	0.4%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$12,922,294	\$12,913,781	\$13,142,629	\$13,362,277	\$13,422,172	\$59,895	0.4%
Expenditures							
Personal Services	\$8,236,558	\$8,873,301	\$8,663,467	\$8,967,322	\$9,102,806	\$135,484	1.5%
Contractual Services	1,023,987	1,049,107	1,038,756	1,103,663	1,285,453	181,790	16.5%
Commodities	1,914,015	1,888,555	2,026,595	2,117,001	2,078,690	(38,311)	(1.8%)
Other Charges	25,068	39,474	29,500	31,500	31,000	(500)	(1.6%)
Capital Items	775,571	328,981	811,455	737,140	1,109,524	372,384	50.5%
Total Expenditures	\$11,975,199	\$12,179,418	\$12,569,773	\$12,956,626	\$13,607,473	\$650,847	5.0%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$11,975,199	\$12,179,418	\$12,569,773	\$12,956,626	\$13,607,473	\$650,847	5.0%
REVENUES OVER (UNDER) EXPENDITURES BEGINNING FUND BALANCE	\$947,095	\$734,363	\$572,856	\$405,651	(\$185,301)	(\$590,952)	(145.7%)
BALANCE	3,346,237	4,293,332	5,027,695	5,027,695	5,600,551	572,856	11.4%
ENDING FUND BALANCE	\$4,293,332	\$5,027,695	\$5,600,551	\$5,433,346	\$5,415,250	(\$18,096)	(0.3%)

Note: The 5.0% increase in the "Total Expenditures and Interfund Transfers Out" is due to a FY2010-11 budget amendment deferring \$400,000 for the Library's RFID capital project. If there had been no amendment, the increase between the two fiscal years would have been 1.9%.

MEMORIAL LIBRARY FUND (291)

REVENUES

Account No.	Account Description	Actual			Projected	Budget		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	Actual 2010-11	2010-11	2011-12		
291-0000-401.03-00	Real Estate Tax IMRF	733,557	731,980	757,932	773,637	781,373	7,736	1.0%	
291-0000-401.04-00	Real Estate Tax FICA	469,318	467,126	489,279	499,417	504,411	4,994	1.0%	
291-0000-401.05-00	Real Estate Tax	11,047,713	11,013,442	11,390,505	11,626,523	11,742,788	116,265	1.0%	
	Real Estate Taxes	12,250,588	12,212,548	12,637,716	12,899,577	13,028,572	128,995	1.0%	
291-0000-411.65-00	Per Capita Grant & Gifts	0	93,152	78,623	0	0	0	N/A	
291-0000-411.70-00	Other Grants	1,480	10,920	6,000	6,500	6,500	0	0.0%	
291-0000-411.75-00	Other Restricted	2,418	1,716	2,400	2,400	0	(2,400)	(100.0%)	
291-0000-411.90-00	Contribution Ord. Library	6,551	1,502	0	6,100	0	(6,100)	(100.0%)	
	Intergovernmental	10,449	107,290	87,023	15,000	6,500	(8,500)	(56.7%)	
291-0000-436.72-00	Non Resident Fees	1,046	923	775	1,000	1,000	0	0.0%	
291-0000-436.74-00	Copier/Reader Printer Fees	33,794	36,045	35,000	32,500	34,500	2,000	6.2%	
291-0000-436.75-00	Meeting Room Fees	0	0	0	0	4,000	4,000	N/A	
	Library Fees	34,840	36,968	35,775	33,500	39,500	2,000	17.9%	
291-0000-442.20-00	Overdue Book Fines	197,413	202,874	200,000	200,000	200,000	0	0.0%	
291-0000-442.25-00	Lost Book Fines	24,594	26,090	24,000	24,000	24,000	0	0.0%	
	Library Fines	222,007	228,964	224,000	224,000	224,000	0	0.0%	
291-0000-461.02-00	Interest on Investments	162,642	91,614	75,000	113,000	50,000	(63,000)	(55.8%)	
291-0000-462.10-00	Market Value Adjustments	62,571	25,852	0	0	0	0	N/A	
	Interest Income	225,213	117,466	75,000	113,000	50,000	(63,000)	(55.8%)	
291-0000-482.02-00	Dedicated Revenue	4,510	4,400	4,000	4,000	0	(4,000)	(100.0%)	
291-0000-482.96-00	Library Cable Network	80,189	0	0	0	0	0	N/A	
291-0000-482.97-00	LCN Restricted	19,738	0	0	0	0	0	N/A	
	Library	104,437	4,400	4,000	4,000	0	(4,000)	(100.0%)	
291-0000-483.70-00	Donations - Library	5,752	9,937	2,500	1,000	1,000	0	0.0%	
	Donations	5,752	9,937	2,500	1,000	1,000	0	0.0%	
291-0000-489.90-00	Other Income	12,760	53,970	11,000	7,000	7,400	400	5.7%	
291-0000-489.93-00	Donations - Reference	4,350	190	615	200	200	0	0.0%	
291-0000-489.94-00	FOL Reimbursements	51,898	142,048	65,000	65,000	65,000	0	0.0%	
	Other	69,008	196,208	76,615	72,200	72,600	400	0.6%	
	Total Memorial Library Fund	12,922,294	12,913,781	13,142,629	13,362,277	13,422,172	57,895	0.4%	

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Executive Office - Administration

6001

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11			
291-6001-601.16-01	Executive Director	127,489	132,584	138,056	135,388	140,686	5,298	3.9%
291-6001-601.16-43	Executive Office Manager	42,866	44,788	46,177	46,208	47,545	1,337	2.9%
291-6001-601.16-51	Clerk IV	35,923	37,179	38,327	38,351	39,462	1,111	2.9%
291-6001-601.16-57	Clerk II	16,678	16,430	16,677	18,357	17,004	(1,353)	(7.4%)
291-6001-601.16-92	Achievement Awards	2,500	1,500	500	3,000	2,000	(1,000)	(33.3%)
	Salaries	225,456	232,481	239,737	241,304	246,697	5,393	2.2%
291-6001-601.19-05	Medical Insurance	95,651	124,556	154,594	156,794	158,602	1,808	1.2%
291-6001-601.19-10	IMRF	27,716	658,236	26,790	26,695	30,036	3,341	12.5%
291-6001-601.19-11	Social Security	12,176	12,450	12,933	13,194	13,200	6	0.0%
291-6001-601.19-12	Medicare	3,188	3,302	3,476	3,086	3,577	491	15.9%
291-6001-601.19-50	New Employee Asst Program	6,000	0	0	0	0	0	N/A
291-6001-601.19-53	Flexible Spending	0	0	2,670	7,000	2,400	(4,600)	(65.7%)
291-6001-601.19-55	Unemployment Compensation	0	0	8,063	60,000	10,000	(50,000)	(83.3%)
	Fringe Benefits	144,731	798,544	208,526	266,769	217,815	(48,954)	(18.4%)
291-6001-601.20-05	Professional Services	18,372	18,391	18,628	18,360	0	(18,360)	(100.0%)
291-6001-601.20-20	Legal Services	12,090	13,515	18,000	16,000	16,000	0	0.0%
291-6001-601.20-40	General Insurance	89,786	96,949	112,350	111,055	121,000	9,945	9.0%
291-6001-601.21-65	Other Services	4,303	2,950	4,000	5,000	55,000	50,000	1000.0%
291-6001-601.22-02	Dues	1,774	2,837	2,658	2,658	2,618	(40)	(1.5%)
291-6001-601.22-03	Travel & Training	6,091	5,257	2,500	5,487	2,725	(2,762)	(50.3%)
	Contractual Services	132,416	139,899	158,136	158,560	197,343	38,783	24.5%
291-6001-601.30-05	Office Supplies & Equip	1,426	1,191	2,300	2,300	3,715	1,415	61.5%
291-6001-601.32-72	Special Events	1,806	7,849	5,450	5,450	1,000	(4,450)	(81.7%)
	Commodities	3,232	9,040	7,750	7,750	4,715	(3,035)	(39.2%)
291-6001-601.40-63	Scholarship Award	1,500	0	0	0	0	0	N/A
291-6001-601.40-70	Employee Recognition Prog	4,000	650	0	0	0	0	N/A
291-6001-601.40-96	Operating Contingency	8,572	19,551	10,000	10,000	10,000	0	0.0%
	Other Charges	14,072	20,201	10,000	10,000	10,000	0	0.0%
291-6001-601.90-03	Interfund Transfers Library	44,337	11,541	0	2,000	0	(2,000)	(100.0%)
	Non-Operating	44,337	11,541	0	2,000	0	(2,000)	(100.0%)
	Total Administration	564,244	1,211,706	624,149	686,383	676,570	(9,813)	(1.4%)

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Communications & Marketing

6002

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11			
291-6002-601.16-21	Director of Communications	71,362	73,859	75,413	76,201	76,878	677	0.9%
291-6002-601.16-48	Library Assistant I	43,812	65,382	75,568	73,201	75,460	2,259	3.1%
291-6002-601.16-50	Graphics Designer	61,962	40,021	41,214	41,242	42,435	1,193	2.9%
291-6002-601.16-79	Publication Editor	26,648	30,244	28,235	28,201	28,582	381	1.4%
291-6002-601.16-80	Public Information Clerk	7,365	7,823	9,132	8,636	9,282	646	7.5%
	Salaries	211,149	217,329	229,562	227,481	232,637	5,156	2.3%
291-6002-601.19-05	Medical Insurance	27,443	32,373	34,596	36,794	38,052	1,258	3.4%
291-6002-601.19-10	IMRF	25,295	24,071	24,671	24,515	27,419	2,904	11.8%
291-6002-601.19-11	Social Security	12,825	13,204	14,233	14,104	14,423	319	2.3%
291-6002-601.19-12	Medicare	3,000	3,084	3,329	3,298	3,373	75	2.3%
	Fringe Benefits	68,563	72,732	76,829	78,711	83,267	4,556	5.8%
291-6002-601.21-02	Equipment Maintenance	11,603	0	1,840	1,840	1,840	0	0.0%
291-6002-601.21-65	Other Services	4,345	2,858	11,113	11,113	4,670	(6,443)	(58.0%)
291-6002-601.22-02	Dues	2,623	1,389	2,035	2,035	2,035	0	0.0%
291-6002-601.22-03	Travel & Training	1,532	2,112	2,030	3,706	856	(2,850)	(76.9%)
291-6002-601.22-10	Printing	41,931	45,391	45,919	45,919	57,473	11,554	25.2%
	Contractual Services	62,034	51,750	62,937	64,613	66,874	2,261	3.5%
291-6002-601.30-05	Office Supplies & Equipment	10,425	11,971	13,300	13,635	15,125	1,490	10.9%
291-6002-601.31-85	Small Tools & Equipment	0	5,083	5,000	5,000	8,000	3,000	60.0%
291-6002-601.32-01	Program Supplies	896	926	1,000	1,000	1,000	0	0.0%
291-6002-601.32-02	Program Events	8,135	5,950	0	0	0	0	N/A
291-6002-601.32-72	Special Events	3,649	3,481	3,450	3,450	7,900	4,450	129.0%
	Commodities	23,105	27,411	22,750	23,085	32,025	8,940	38.7%
Total Communications & Marketing		364,851	369,222	392,078	393,890	414,803	20,913	5.3%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Human Resources

6003

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11			
291-6003-601.16-22	Director of Human Resources	55,512	73,427	63,804	59,291	60,415	1,124	1.9%
291-6003-601.16-48	Library Assistant I	20,231	0	0	0	0	0	N/A
291-6003-601.16-51	Clerk IV	0	18,910	22,393	25,598	25,260	(338)	(1.3%)
291-6003-601.16-53	Volunteer Coordinator	19,734	20,802	20,784	19,878	20,661	783	3.9%
	Salaries	95,477	113,139	106,981	104,767	106,336	1,569	1.5%
291-6003-601.19-10	IMRF	11,709	12,995	12,020	11,705	13,046	1,341	11.5%
291-6003-601.19-11	Social Security	5,919	7,022	6,633	6,496	6,593	97	1.5%
291-6003-601.19-12	Medicare	1,384	1,642	1,551	1,519	1,542	23	1.5%
291-6003-601.19-50	Employee Asst. Program	0	5,975	6,025	6,025	6,075	50	0.8%
	Fringe Benefits	19,012	27,634	26,229	25,745	27,256	1,511	5.9%
291-6003-601.21-65	Other Services	1,989	6,417	8,850	8,850	19,730	10,880	122.9%
291-6003-601.22-01	Advertising	0	0	850	1,000	1,000	0	0.0%
291-6003-601.22-02	Dues	938	1,530	1,730	1,815	1,875	60	3.3%
291-6003-601.22-03	Travel & Training	955	872	1,200	1,500	1,500	0	0.0%
291-6003-601.22-55	In Service Training	6,683	6,922	6,800	11,100	9,925	(1,175)	(10.6%)
	Contractual Services	10,565	15,741	19,430	24,265	34,030	9,765	40.2%
291-6003-601.32-01	Program Supplies	3,694	3,580	4,000	4,000	4,000	0	0.0%
	Commodities	3,694	3,580	4,000	4,000	4,000	0	0.0%
291-6003-601.40-62	Tuition Reimbursement	0	0	4,500	4,500	6,000	1,500	33.3%
291-6003-601.40-70	Employee Recognition Program	0	0	5,000	5,000	5,000	0	0.0%
	Other Charges	0	0	9,500	9,500	11,000	1,500	15.8%
	Total Human Resources	128,748	160,094	166,140	168,277	182,622	14,345	8.5%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11				
291-6004-601.21-65	Other Services	0	23,217	20,000	5,000	5,000	0	0.0%
	Contractual Services	0	23,217	20,000	5,000	5,000	0	0.0%
291-6004-601.30-05	Office Supplies & Equip	5,025	232	0	5,000	5,000	0	0.0%
291-6004-601.31-85	Small Tools and Equipment	4,473	14,525	5,000	5,000	5,000	0	0.0%
291-6004-601.32-01	Program Supplies	20,068	1,528	2,000	5,000	5,000	0	0.0%
291-6004-601.32-02	Program Events	18,509	5,458	5,000	5,000	5,000	0	0.0%
291-6004-601.32-32	Software	0	0	2,000	5,000	5,000	0	0.0%
291-6004-601.32-72	Special Events	2,556	5,781	5,000	5,000	5,000	0	0.0%
291-6004-601.32-75	Audio Visual	900	13,739	5,000	5,000	5,000	0	0.0%
291-6004-601.32-78	Electronic Resources	0	0	2,000	5,000	5,000	0	0.0%
291-6004-601.32-80	Books	4,672	3,754	4,000	5,000	5,000	0	0.0%
	Commodities	56,203	45,017	30,000	45,000	45,000	0	0.0%
291-6004-601.50-12	Computer Equipment	0	9,376	0	0	0	0	N/A
291-6004-601.50-15	Other Equipment	0	7,785	0	0	0	0	N/A
291-6004-601.50-55	Other Capital Outlay	2,000	80,127	15,000	15,000	15,000	0	0.0%
	Capital Outlay	2,000	97,288	15,000	15,000	15,000	0	0.0%
	Total Paid by Gifts and Grants	58,203	165,522	65,000	65,000	65,000	0	0.0%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Library Cable Network

6007

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11				
291-6007-601.16-30	LCN Coordinator	53,972	0	0	0	0	0	0	N/A
291-6007-601.16-48	Library Assistant I	41,982	0	0	0	0	0	0	N/A
	Salaries	95,954	0	0	0	0	0	0	N/A
291-6007-601.19-05	Medical Insurance	16,439	0	0	0	0	0	0	N/A
291-6007-601.19-10	IMRF	11,886	0	0	0	0	0	0	N/A
291-6007-601.19-11	Social Security	5,867	0	0	0	0	0	0	N/A
291-6007-601.19-12	Medicare	1,372	0	0	0	0	0	0	N/A
	Fringe Benefits	35,564	0	0	0	0	0	0	N/A
291-6007-601.20-40	General Insurance	2,696	0	0	0	0	0	0	N/A
291-6007-601.21-02	Equipment Maintenance	3,784	0	0	0	0	0	0	N/A
291-6007-601.21-65	Other Services	9,520	0	0	0	0	0	0	N/A
291-6007-601.22-02	Dues	850	0	0	0	0	0	0	N/A
291-6007-601.22-03	Travel & Training	1,171	0	0	0	0	0	0	N/A
291-6007-601.22-05	Postage	74	0	0	0	0	0	0	N/A
	Contractual Services	18,095	0	0	0	0	0	0	N/A
291-6007-601.30-05	Office Supplies & Equip	34	0	0	0	0	0	0	N/A
291-6007-601.32-01	Program Supplies	2,003	0	0	0	0	0	0	N/A
291-6007-601.32-32	Software	0	0	0	0	0	0	0	N/A
	Commodities	2,037	0	0	0	0	0	0	N/A
291-6007-601.40-96	Operating Contingency	163	0	0	0	0	0	0	N/A
	Other Charges	163	0	0	0	0	0	0	N/A
291-6007-601.50-15	Other Equipment	422	0	0	0	0	0	0	N/A
	Capital Outlay	422	0	0	0	0	0	0	N/A
291-6007-601.90-03	Interfund Transfers Library	(44,337)	0	0	0	0	0	0	N/A
	Non-Operating	(44,337)	0	0	0	0	0	0	N/A
	Total Library Cable Network	107,898	0	0	0	0	0	0	N/A

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Finance

6008

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11			
291-6008-601.16-24	Finance Manager	50,192	75,916	77,549	77,552	79,018	1,466	1.9%
291-6008-601.16-48	Library Assistant I	43,190	43,862	44,792	44,807	46,110	1,303	2.9%
291-6008-601.16-51	Clerk IV	38,477	38,382	40,275	40,486	41,752	1,266	3.1%
291-6008-601.16-57	Clerk II	16,495	14,294	15,727	15,703	16,169	466	3.0%
	Salaries	148,354	172,454	178,343	178,548	183,049	4,501	2.5%
291-6008-601.19-05	Medical Insurance	27,047	30,998	34,596	36,794	38,052	1,258	3.4%
291-6008-601.19-10	IMRF	18,197	19,725	20,003	20,006	22,477	2,471	12.4%
291-6008-601.19-11	Social Security	8,903	10,367	11,057	11,070	11,349	279	2.5%
291-6008-601.19-12	Medicare	2,082	2,425	2,586	2,589	2,654	65	2.5%
	Fringe Benefits	56,229	63,515	68,242	70,459	74,532	4,073	5.8%
291-6008-601.20-05	Professional Services	38,565	8,560	8,500	8,690	8,690	0	0.0%
291-6008-601.21-02	Equipment Maintenance	476	0	0	0	0	0	N/A
291-6008-601.21-36	Equipment Rental	1,405	1,629	1,629	1,840	1,120	(720)	(39.1%)
291-6008-601.21-65	Other Services	7,680	4,002	200	500	250	(250)	(50.0%)
291-6008-601.22-02	Dues	375	280	280	300	300	0	0.0%
291-6008-601.22-03	Travel & Training	6,236	4,323	750	2,500	1,000	(1,500)	(60.0%)
291-6008-601.22-25	IT Service Charge	20,000	20,000	20,000	20,000	20,000	0	0.0%
	Contractual Services	74,737	38,794	31,359	33,830	31,360	(2,470)	(7.3%)
291-6008-601.30-05	Office Supplies & Equip	916	897	936	936	936	0	0.0%
291-6008-601.30-32	Software Library	0	0	15,000	18,150	45,000	26,850	147.9%
	Commodities	916	897	15,936	19,086	45,936	26,850	140.7%
	Total Finance	280,236	275,660	293,880	301,923	334,877	32,954	10.9%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Reception Desk

6009

Account Number	Account Description	Actual			Projected		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	Budget 2010-11	Budget 2011-12		
291-6009-601.16-48	Library Assistant I	20,228	19,805	21,753	21,222	22,057	835	3.9%
291-6009-601.16-57	Clerk II	88,453	96,160	99,893	101,744	98,938	(2,806)	(2.8%)
	Salaries	108,681	115,965	121,646	122,966	120,995	(1,971)	(1.6%)
291-6009-601.19-10	IMRF	8,566	8,245	8,717	9,216	9,067	(149)	(1.6%)
291-6009-601.19-11	Social Security	6,738	7,190	7,542	7,624	7,502	(122)	(1.6%)
291-6009-601.19-12	Medicare	1,576	1,682	1,764	1,783	1,754	(29)	(1.6%)
	Fringe Benefits	16,880	17,117	18,023	18,623	18,323	(300)	(1.6%)
291-6009-601.22-03	Travel & Training	386	528	650	650	650	0	0.0%
	Contractual Services	386	528	650	650	650	0	0.0%
291-6009-601.30-05	Office Supplies & Equip	296	372	350	350	350	0	0.0%
	Commodities	296	372	350	350	350	0	0.0%
	Total Reception Desk	126,243	133,982	140,669	142,589	140,318	(2,271)	(1.6%)

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Web Services

6010

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2010-11	Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11				
291-6010-601.16-26	Department Manager I	55,367	0	0	0	0	0	0	N/A
291-6010-601.16-28	Web Developer	48,685	0	0	0	0	0	0	N/A
	Salaries	104,052	0	0	0	0	0	0	N/A
291-6010-601.19-05	Medical Insurance	14,687	0	0	0	0	0	0	N/A
291-6010-601.19-10	IMRF	12,882	0	0	0	0	0	0	N/A
291-6010-601.19-11	Social Security	6,210	0	0	0	0	0	0	N/A
291-6010-601.19-12	Medicare	1,452	0	0	0	0	0	0	N/A
	Fringe Benefits	35,231	0	0	0	0	0	0	N/A
291-6010-601.21-65	Other Services	2,796	0	0	0	0	0	0	N/A
291-6010-601.22-02	Dues	180	0	0	0	0	0	0	N/A
291-6010-601.22-03	Travel & Training	1,028	0	0	0	0	0	0	N/A
	Contractual Services	4,004	0	0	0	0	0	0	N/A
291-6010-601.30-05	Office Supplies & Equip	9	0	0	0	0	0	0	N/A
291-6010-601.30-33	Documentation Library	620	0	0	0	0	0	0	N/A
291-6010-601.32-01	Program Supplies	0	0	0	0	0	0	0	N/A
	Commodities	629	0	0	0	0	0	0	N/A
	Total Web Services	143,916	0	0	0	0	0	0	N/A
	Total Executive Office	1,774,339	2,316,186	1,681,916	1,758,062	1,814,190	56,128	3.2%	

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Public Services - Library Operations

6201

Account Number	Account Description	Actual			Projected		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	Budget 2010-11	Budget 2011-12		
291-6201-601.16-02	Director of Library Operations	54,983	59,123	87,202	88,517	91,992	3,475	3.9%
	Salaries	54,983	59,123	87,202	88,517	91,992	3,475	3.9%
291-6201-601.19-05	Medical Insurance	4,320	6,017	12,012	13,931	12,684	(1,247)	(9.0%)
291-6201-601.19-10	IMRF	6,658	7,030	9,775	10,486	11,131	645	6.2%
291-6201-601.19-11	Social Security	3,381	3,629	5,407	5,488	5,703	215	3.9%
291-6201-601.19-12	Medicare	791	849	1,264	1,283	1,334	51	4.0%
	Fringe Benefits	15,150	17,525	28,458	31,188	30,852	(336)	(1.1%)
291-6201-601.20-81	OCLC Services	0	0	0	0	87,732	87,732	N/A
291-6201-601.21-65	Other Services	516	396	0	717	0	(717)	(100.0%)
291-6201-601.22-01	Advertising	0	0	0	0	1,000	1,000	N/A
291-6201-601.22-02	Dues	625	0	400	405	400	(5)	(1.2%)
291-6201-601.22-03	Travel & Training	706	1,292	825	1,015	5,435	4,420	435.5%
291-6201-601.22-05	Postage	0	0	0	0	41,630	41,630	N/A
291-6201-601.22-42	Internet Services	0	0	0	0	17,620	17,620	N/A
291-6201-601.22-70	Telephone Services	0	0	0	0	30,780	30,780	N/A
	Contractual Services	1,847	1,688	1,225	2,137	184,597	182,460	8538.1%
291-6201-601.30-05	Office Supplies & Equip	553	1,843	185	1,000	0	(1,000)	(100.0%)
291-6201-601.31-85	Small Tools and Equipment	1,476	847	0	5,000	5,000	0	0.0%
	Commodities	2,029	2,690	185	6,000	5,000	(1,000)	(16.7%)
291-6201-601.50-55	Other Capital Outlay	280,465	0	0	0	0	0	N/A
	Capital Outlay	280,465	0	0	0	0	0	N/A
	Total Library Operatoinis	354,474	81,026	117,070	127,842	312,441	184,599	144.4%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Security

6204

Account Number	Account Description	Actual			Projected		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	Budget 2010-11	Budget 2011-12		
291-6204-601.16-63	Security Supervisor	52,499	56,132	57,884	57,341	59,599	2,258	3.9%
291-6204-601.16-66	Security Guard	120,661	116,296	134,932	128,527	136,264	7,737	6.0%
	Salaries	173,160	172,428	192,816	185,868	195,863	9,995	0
291-6204-601.19-05	Medical Insurance	0	13,178	34,596	36,794	38,052	1,258	3.4%
291-6204-601.19-10	IMRF	21,447	18,612	20,010	18,933	21,492	2,559	13.5%
291-6204-601.19-11	Social Security	10,640	10,385	11,955	11,524	12,143	619	5.4%
291-6204-601.19-12	Medicare	2,488	2,429	2,796	2,695	2,840	145	5.4%
	Fringe Benefits	34,575	44,604	69,357	69,946	74,527	4,581	6.5%
291-6204-601.22-03	Travel & Training	1,240	892	500	500	500	0	0.0%
	Contractual Services	1,240	892	500	500	500	0	0.0%
291-6204-601.30-05	Office Supplies & Equip	254	35	150	150	225	75	50.0%
	Commodities	254	35	150	150	225	75	50.0%
	Total Security	209,229	217,959	262,823	256,464	271,115	14,651	5.7%

Reimbursable Activities

6205

Account Number	Account Description	Actual			Projected		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	Budget 2010-11	Budget 2011-12		
291-6205-601.30-05	Office Supplies & Equip	1,527	248	500	3,785	2,753	(1,032)	(27.3%)
291-6205-601.32-01	Program Supplies	4,258	2,878	2,656	3,602	1,846	(1,756)	(48.8%)
	Commodities	5,785	3,126	3,156	7,387	4,599	(2,788)	(37.7%)
	Total Reimbursable Activities	5,785	3,126	3,156	7,387	4,599	(2,788)	(37.7%)

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Kids' World

6211

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11				
291-6211-601.16-25	Department Manager II	90,186	92,440	94,381	94,432	96,214	1,782	1.9%
291-6211-601.16-33	Librarian IV	61,622	63,779	65,119	65,801	66,384	583	0.9%
291-6211-601.16-36	Librarian III	190,060	162,734	166,895	167,491	170,137	2,646	1.6%
291-6211-601.16-39	Librarian II	5,205	11,056	14,603	13,329	13,252	(77)	(0.6%)
291-6211-601.16-48	Library Assistant I	161,320	165,499	240,098	239,123	245,140	6,017	2.5%
291-6211-601.16-54	Clerk III	0	0	20,318	19,893	20,473	580	2.9%
291-6211-601.16-57	Clerk II	41,371	76,354	63,368	62,382	63,426	1,044	1.7%
291-6211-601.16-60	Clerk I	49,460	15,696	16,183	16,660	20,551	3,891	23.4%
	Salaries	599,224	587,558	680,965	679,111	695,577	16,466	2.4%
291-6211-601.19-05	Medical Insurance	51,694	50,193	69,192	73,588	76,116	2,528	3.4%
291-6211-601.19-10	IMRF	67,367	60,781	68,792	68,058	75,871	7,813	11.5%
291-6211-601.19-11	Social Security	36,795	36,153	42,220	42,105	43,126	1,021	2.4%
291-6211-601.19-12	Medicare	8,606	8,455	9,874	9,847	10,086	239	2.4%
	Fringe Benefits	164,462	155,582	190,078	193,598	205,199	11,601	6.0%
291-6211-601.21-02	Equipment Maintenance	1,674	1,690	1,326	1,746	1,746	0	0.0%
291-6211-601.21-65	Other Services	10,667	10,025	14,256	14,256	10,983	(3,273)	(23.0%)
291-6211-601.22-02	Dues	1,758	1,893	2,133	2,133	2,138	5	0.2%
291-6211-601.22-03	Travel & Training	7,300	9,233	5,025	8,477	6,346	(2,131)	(25.1%)
291-6211-601.22-10	Printing	5,384	5,390	4,998	4,437	0	(4,437)	(100.0%)
	Contractual Services	26,783	28,231	27,738	31,049	21,213	(9,836)	(31.7%)
291-6211-601.30-05	Office Supplies & Equip	2,598	2,617	2,930	2,930	2,959	29	1.0%
291-6211-601.32-01	Program Supplies	1,881	1,888	3,241	3,241	2,571	(670)	(20.7%)
291-6211-601.32-02	Program Events	18,056	19,267	23,234	23,234	28,466	5,232	22.5%
291-6211-601.32-03	Binding	963	276	1,015	1,015	0	(1,015)	(100.0%)
291-6211-601.32-75	Audio Visual	49,605	54,530	66,453	62,653	72,204	9,551	15.2%
291-6211-601.32-78	Electronic Resources	29,557	41,181	46,162	46,162	49,162	3,000	6.5%
291-6211-601.32-80	Books	151,853	156,257	153,966	153,966	166,795	12,829	8.3%
291-6211-601.32-90	Circulation Supplies	1,857	2,137	2,184	2,184	2,184	0	0.0%
291-6211-601.32-95	Periodicals	2,679	2,656	3,345	3,345	3,445	100	3.0%
	Commodities	259,049	280,809	302,530	298,730	327,786	29,056	9.7%
	Total Kids' World	1,049,518	1,052,180	1,201,311	1,202,488	1,249,775	47,287	3.9%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Programs Department

6221

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11			
291-6221-601.16-26	Department Manager I	81,460	84,311	44,500	86,984	71,967	(15,017)	(17.3%)
291-6221-601.16-44	Library Assistant III	0	0	50,121	50,673	51,641	968	1.9%
291-6221-601.16-45	Library Assistant II	105,457	94,840	52,151	48,137	90,022	41,885	87.0%
291-6221-601.16-48	Library Assistant I	101,581	103,844	58,168	61,664	20,294	(41,370)	(67.1%)
291-6221-601.16-51	Clerk IV	71,329	75,068	89,264	94,130	90,229	(3,901)	(4.1%)
291-6221-601.16-57	Clerk II	31,218	31,313	38,887	30,745	10,566	(20,179)	(65.6%)
	Salaries	391,045	389,376	333,091	372,333	334,719	(37,614)	(10.1%)
291-6221-601.19-05	Medical Insurance	75,165	57,583	57,660	61,323	63,420	2,097	3.4%
291-6221-601.19-10	IMRF	43,200	39,567	31,444	34,086	36,118	2,032	6.0%
291-6221-601.19-11	Social Security	23,843	23,600	20,652	23,085	20,753	(2,332)	(10.1%)
291-6221-601.19-12	Medicare	5,577	5,520	4,830	5,399	4,853	(546)	(10.1%)
	Fringe Benefits	147,785	126,270	114,586	123,893	125,144	1,251	1.0%
291-6221-601.21-02	Equipment Maintenance	342	208	250	250	0	(250)	(100.0%)
291-6221-601.21-65	Other Services	565	674	2,350	2,350	25,345	22,995	978.5%
291-6221-601.22-02	Dues	527	382	755	755	1,119	364	48.2%
291-6221-601.22-03	Travel & Training	8,025	5,168	6,700	8,373	6,232	(2,141)	(25.6%)
291-6221-601.22-10	Printing	2,090	2,000	1,890	1,890	0	(1,890)	(100.0%)
	Contractual Services	11,549	8,432	11,945	13,618	32,696	19,078	140.1%
291-6221-601.30-05	Office Supplies & Equip	833	489	990	990	990	0	0.0%
291-6221-601.30-50	Petroleum Products	4,390	3,327	3,600	5,000	0	(5,000)	(100.0%)
291-6221-601.32-01	Program Supplies	5,896	5,149	5,295	5,295	5,487	192	3.6%
291-6221-601.32-75	Audio Visual	25,009	25,966	24,000	26,300	0	(26,300)	(100.0%)
291-6221-601.32-80	Books	47,954	50,058	53,000	53,298	0	(53,298)	(100.0%)
291-6221-601.32-90	Circulation Supplies	783	285	940	940	940	0	0.0%
291-6221-601.32-95	Periodicals	3,319	2,328	2,090	2,721	0	(2,721)	(100.0%)
	Commodities	88,184	87,602	89,915	94,544	7,417	(87,127)	(92.2%)
	Total Programs Department	638,563	611,680	549,537	604,388	499,976	(104,412)	(17.3%)

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Reference

6232

Account Number	Account Description	Actual			Projected		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	Budget 2010-11	Budget 2011-12		
291-6232-601.16-25	Department Manager II	53,223	65,985	58,850	71,509	72,595	1,086	1.5%
291-6232-601.16-33	Librarian IV	69,135	71,112	72,365	72,412	73,406	994	1.4%
291-6232-601.16-36	Librarian III	165,661	170,537	225,256	223,963	230,125	6,162	2.8%
291-6232-601.16-39	Librarian II	225,252	225,715	244,367	249,546	254,603	5,057	2.0%
291-6232-601.16-51	Clerk IV	39,332	40,316	41,165	41,194	41,756	562	1.4%
291-6232-601.16-54	Clerk III	0	0	12,133	11,748	12,057	309	2.6%
291-6232-601.16-60	Clerk I	11,345	11,823	965	11,627	0	(11,627)	(100.0%)
	Salaries	563,948	585,488	655,101	681,999	684,542	2,543	0.4%
291-6232-601.19-05	Medical Insurance	44,518	55,981	80,724	85,852	88,800	2,948	3.4%
291-6232-601.19-10	IMRF	64,174	61,964	64,987	68,671	76,905	8,234	12.0%
291-6232-601.19-11	Social Security	34,624	35,681	40,616	42,284	42,442	158	0.4%
291-6232-601.19-12	Medicare	8,097	8,345	9,499	9,889	9,926	37	0.4%
	Fringe Benefits	151,413	161,971	195,826	206,696	218,073	11,377	5.5%
291-6232-601.21-02	Equipment Maintenance	409	0	0	0	0	0	N/A
291-6232-601.21-65	Other Services	220	925	3,470	3,470	10,349	6,879	198.2%
291-6232-601.22-02	Dues	3,375	3,405	3,905	3,905	3,905	0	0.0%
291-6232-601.22-03	Travel & Training	6,204	8,721	5,500	7,065	7,962	897	12.7%
291-6232-601.22-10	Printing	687	0	2,500	2,500	0	(2,500)	(100.0%)
291-6232-601.22-66	Outside Reference Service	6,884	1,450	2,600	3,700	2,600	(1,100)	(29.7%)
	Contractual Services	17,779	14,501	17,975	20,640	24,816	4,176	20.2%
291-6232-601.30-05	Office Supplies & Equip	1,011	480	900	950	900	(50)	(5.3%)
291-6232-601.31-85	Small Tools and Equipment	0	195	250	250	250	0	0.0%
291-6232-601.32-01	Program Supplies	200	275	700	1,580	700	(880)	(55.7%)
291-6232-601.32-02	Program Events	0	0	350	350	4,494	4,144	1184.0%
291-6232-601.32-03	Binding	606	132	305	305	0	(305)	(100.0%)
291-6232-601.32-78	Electronic Resources	156,397	182,666	235,529	232,908	261,734	28,826	12.4%
291-6232-601.32-80	Books	165,352	121,029	99,758	127,219	98,393	(28,826)	(22.7%)
291-6232-601.32-90	Circulation Supplies	1,113	1,095	1,700	1,800	1,700	(100)	(5.6%)
291-6232-601.32-95	Periodicals	41,961	33,300	37,234	37,435	39,840	2,405	6.4%
	Commodities	366,640	339,172	376,726	402,797	408,011	5,214	1.3%
	Total Reference	1,099,780	1,101,132	1,245,628	1,312,132	1,335,442	23,310	1.8%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Periodicals

6233

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected	Budget 2010-11	Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11				
291-6233-601.16-48	Library Assistant I	43,491	44,579	45,511	45,540	46,395	855	1.9%
291-6233-601.16-54	Clerk III	122,919	116,255	117,875	139,334	126,815	(12,519)	(9.0%)
	Salaries	166,410	160,834	163,386	184,874	173,210	(11,664)	(6.3%)
291-6233-601.19-05	Medical Insurance	18,978	18,391	11,532	12,265	12,684	419	3.4%
291-6233-601.19-10	IMRF	15,435	13,304	13,203	12,948	14,755	1,807	14.0%
291-6233-601.19-11	Social Security	10,220	9,536	10,130	11,462	10,739	(723)	(6.3%)
291-6233-601.19-12	Medicare	2,390	2,638	2,369	2,681	2,512	(169)	(6.3%)
	Fringe Benefits	47,023	43,869	37,234	39,356	40,690	1,334	3.4%
291-6233-601.21-02	Equipment Maintenance	7,645	7,545	8,928	8,928	8,928	0	0.0%
291-6233-601.22-02	Dues	100	100	100	100	115	15	15.0%
291-6233-601.22-03	Travel & Training	635	1,226	760	999	1,113	114	11.4%
	Contractual Services	8,380	8,871	9,788	10,027	10,156	129	1.3%
291-6233-601.30-05	Office Supplies & Equip	214	251	322	322	325	3	0.9%
291-6233-601.32-85	Copier Supplies	2,393	2,050	2,918	4,343	3,437	(906)	(20.9%)
291-6233-601.32-90	Circulation Supplies	1,521	1,384	1,723	1,723	1,740	17	1.0%
	Commodities	4,128	3,685	4,963	6,388	5,502	(886)	(13.9%)
	Total Periodicals	225,941	217,259	215,371	240,645	229,558	(11,087)	(4.6%)

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Welcome Desk

6235

Account Number	Account Description	Actual			Projected		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	Budget 2010-11	Budget 2011-12		
291-6235-601.16-26	Department Manager I	59,036	60,512	61,783	61,810	62,976	1,166	1.9%
291-6235-601.16-36	Librarian III	0	49,155	0	0	0	0	N/A
291-6235-601.16-48	Library Assistant I	307,123	298,612	309,304	308,531	305,502	(3,029)	(1.0%)
291-6235-601.16-54	Clerk III	0	11,405	10,412	11,890	11,636	(254)	(2.1%)
	Salaries	366,159	419,684	381,499	382,231	380,114	(2,117)	(0.6%)
291-6235-601.19-05	Medical Insurance	20,399	25,211	23,064	24,529	25,368	839	3.4%
291-6235-601.19-10	IMRF	42,612	43,008	37,937	37,264	41,127	3,863	10.4%
291-6235-601.19-11	Social Security	22,511	25,856	23,653	23,698	23,567	(131)	(0.6%)
291-6235-601.19-12	Medicare	5,264	6,047	5,532	5,542	5,512	(30)	(0.5%)
	Fringe Benefits	90,786	100,122	90,186	91,033	95,574	4,541	5.0%
291-6235-601.21-02	Equipment Maintenance	8,668	9,573	12,300	14,162	450	(13,712)	(96.8%)
291-6235-601.21-65	Other Services	0	0	0	200	0	(200)	(100.0%)
291-6235-601.22-02	Dues	495	650	535	525	545	20	3.8%
291-6235-601.22-03	Travel & Training	2,618	3,767	2,800	2,965	3,647	682	23.0%
291-6235-601.22-10	Printing	0	0	500	700	0	(700)	(100.0%)
	Contractual Services	11,781	13,990	16,135	18,552	4,642	(13,910)	(75.0%)
291-6235-601.30-05	Office Supplies & Equip	539	601	670	648	746	98	15.1%
291-6235-601.31-85	Small Tools and Equipment	925	198	93	100	100	0	0.0%
291-6235-601.32-01	Program Supplies	1,183	2,463	880	882	882	0	0.0%
291-6235-601.32-02	Program Events	0	3,909	1,250	1,350	1,350	0	0.0%
291-6235-601.30-80	Books	285	1,011	1,068	1,068	1,068	0	0.0%
291-6235-601.32-85	Copier Supplies	5,456	5,998	7,400	8,125	0	(8,125)	(100.0%)
291-6235-601.32-90	Circulation Supplies	1,409	1,218	1,338	1,338	1,338	0	0.0%
	Commodities	9,797	15,398	12,699	13,511	5,484	(8,027)	(59.4%)
	Total Welcome Desk	478,523	549,194	500,519	505,327	485,814	(19,513)	(3.9%)

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Circulation

6261

Account Number	Account Description	Actual	Actual	Projected	Budget	Budget	\$	%
		2008-09	2009-10	2010-11	2010-11	2011-12	Inc / (Dec)	Inc / (Dec)
291-6261-601.16-15	Head Circulation	57,737	59,181	60,426	60,451	61,604	1,153	1.9%
291-6261-601.16-48	Library Assistant I	110,344	125,332	169,546	169,262	211,610	42,348	25.0%
291-6261-601.16-51	Clerk IV	0	0	7,037	0	39,777	39,777	N/A
291-6261-601.16-54	Clerk III	398,825	399,677	406,846	397,785	416,435	18,650	4.7%
291-6261-601.16-57	Clerk II	0	0	75,819	76,441	101,687	25,246	33.0%
291-6261-601.16-75	Library Page II	109,136	109,791	109,786	104,774	110,353	5,579	5.3%
	Salaries	676,042	693,981	829,460	808,713	941,466	132,753	16.4%
291-6261-601.19-05	Medical Insurance	22,540	35,649	46,128	49,058	63,420	14,362	29.3%
291-6261-601.19-10	IMRF	65,938	62,160	74,510	79,251	91,971	12,720	16.1%
291-6261-601.19-11	Social Security	42,046	43,227	51,427	50,140	58,371	8,231	16.4%
291-6261-601.19-12	Medicare	9,834	10,110	12,027	11,726	13,651	1,925	16.4%
	Fringe Benefits	140,358	151,146	184,092	190,175	227,413	37,238	19.6%
291-6261-601.21-02	Equipment Maintenance	528	103	416	416	525	109	26.2%
291-6261-601.21-65	Other Services	2,802	6,380	3,713	3,713	3,669	(44)	(1.2%)
291-6261-601.22-02	Dues	328	365	365	365	365	0	0.0%
291-6261-601.22-03	Travel & Training	2,759	2,840	2,900	3,711	7,901	4,190	112.9%
	Contractual Services	6,417	9,688	7,394	8,205	12,460	4,255	51.9%
291-6261-601.30-05	Office Supplies & Equip	1,162	1,195	1,532	1,532	1,547	15	1.0%
291-6261-601.32-90	Circulation Supplies	1,887	8,606	10,817	10,817	3,091	(7,726)	(71.4%)
	Commodities	3,049	9,801	12,349	12,349	4,638	(7,711)	(62.4%)
291-6261-601.40-62	Tuition Reimbursement	2,957	1,500	0	0	0	0	N/A
	Other Charges	2,957	1,500	0	0	0	0	N/A
	Total Circulation	828,823	866,116	1,033,295	1,019,442	1,185,977	166,535	16.3%
	Total Public Services	4,890,636	4,699,672	5,128,710	5,276,115	5,574,697	298,582	5.7%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Support Services - Assistant Director

6301

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11			
291-6301-601.16-17	Assistant Director	105,850	109,482	112,555	113,665	115,812	2,147	1.9%
291-6301-601.16-26	Department Manager I	79,759	0	0	0	0	0	N/A
	Salaries	185,609	109,482	112,555	113,665	115,812	2,147	1.9%
291-6301-601.19-05	Medical Insurance	18,131	12,374	11,532	12,265	12,684	419	3.4%
291-6301-601.19-10	IMRF	22,967	12,562	12,608	12,731	14,218	1,487	11.7%
291-6301-601.19-11	Social Security	11,281	6,418	6,631	6,622	6,622	0	0.0%
291-6301-601.19-12	Medicare	2,660	1,543	1,632	1,575	1,679	104	6.6%
	Fringe Benefits	55,039	32,897	32,403	33,193	35,203	2,010	6.1%
291-6301-601.20-05	Professional Services	17,165	28,664	11,500	4,000	4,000	0	0.0%
291-6301-601.20-08	Consulting Services Library	8,859	0	0	4,000	4,000	0	0.0%
291-6301-601.20-81	OCLC Services	99,469	63,660	83,554	87,732	0	(87,732)	(100.0%)
291-6301-601.21-65	Other Services	0	0	2,000	2,000	2,000	0	0.0%
291-6301-601.22-01	Advertising	1,145	725	600	1,000	0	(1,000)	(100.0%)
291-6301-601.22-02	Dues	120	570	570	570	570	0	0.0%
291-6301-601.22-03	Travel & Training	8,014	9,179	8,255	8,255	24,705	16,450	199.3%
291-6301-601.22-05	Postage	33,548	36,428	41,220	41,220	0	(41,220)	(100.0%)
291-6301-601.22-42	Internet Access	13,371	15,782	17,020	16,420	0	(16,420)	(100.0%)
291-6301-601.22-70	Telephone Services	32,246	32,694	31,000	33,000	0	(33,000)	(100.0%)
	Contractual Services	213,937	187,702	195,719	198,197	35,275	(162,922)	(82.2%)
291-6301-601.30-05	Office Supplies & Equip	752	1,001	1,000	1,500	1,500	0	0.0%
	Commodities	752	1,001	1,000	1,500	1,500	0	0.0%
291-6301-601.40-96	Operating Contingency	7,876	6,232	10,000	10,000	10,000	0	0.0%
	Other Charges	7,876	6,232	10,000	10,000	10,000	0	0.0%
291-6301-601.50-15	Other Equipment	71,024	49,060	61,200	61,200	82,424	21,224	34.7%
291-6301-601.50-55	Other Capital Outlay	79,039	19,441	0	0	0	0	N/A
	Capital Outlay	150,063	68,501	61,200	61,200	82,424	21,224	34.7%
	Total Assistant Director	613,276	405,815	412,877	417,755	280,214	(137,541)	(32.9%)

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Information Technology

6302

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11			
291-6302-601.16-25	Department Manager II	69,666	71,613	73,110	73,153	74,525	1,372	1.9%
291-6302-601.16-26	Department Manager I	0	56,752	57,261	57,974	59,060	1,086	1.9%
291-6302-601.16-28	Web Developer	0	42,438	82,748	82,704	53,962	(28,742)	(34.8%)
291-6302-601.16-44	Library Assistant III	40,304	42,118	44,749	43,881	76,244	32,363	73.8%
291-6302-601.16-48	Library Assistant I	42,689	0	0	0	0	0	N/A
291-6302-601.16-49	Computer Technician	84,977	86,284	88,532	88,982	90,665	1,683	1.9%
291-6302-601.16-54	Clerk III	0	58,815	59,426	59,224	71,999	12,775	21.6%
291-6302-601.16-57	Clerk II	17,855	0	0	0	0	0	N/A
291-6302-601.16-68	LAN Administrator	58,241	60,295	61,562	62,207	62,758	551	0.9%
	Salaries	313,732	418,315	467,388	468,125	489,213	21,088	4.5%
291-6302-601.19-05	Medical Insurance	58,006	68,243	92,256	98,117	101,484	3,367	3.4%
291-6302-601.19-10	IMRF	38,981	48,263	52,561	52,383	58,592	6,209	11.9%
291-6302-601.19-11	Social Security	19,152	25,139	28,978	29,024	30,331	1,307	4.5%
291-6302-601.19-12	Medicare	4,479	5,880	6,777	6,788	7,094	306	4.5%
	Fringe Benefits	120,618	147,525	180,572	186,312	197,501	11,189	6.0%
291-6302-601.20-05	Professional Services	1,150	4,716	10,546	3,000	3,000	0	0.0%
291-6302-601.20-08	Consulting Services Library	0	0	800	4,500	4,500	0	0.0%
291-6302-601.21-02	Equipment Maintenance	84,284	86,677	90,370	90,370	103,033	12,663	14.0%
291-6302-601.22-02	Dues	240	484	360	360	360	0	0.0%
291-6302-601.22-03	Travel & Training	9,478	13,817	19,654	19,654	17,618	(2,036)	(10.4%)
	Contractual Services	95,152	105,694	121,730	117,884	128,511	10,627	9.0%
291-6302-601.30-05	Office Supplies & Equip	475	387	400	400	400	0	0.0%
291-6302-601.30-30	Data System Supplies	31,964	37,440	33,750	31,724	32,717	993	3.1%
291-6302-601.30-32	Software Library	54,723	98,475	85,225	85,225	85,225	0	0.0%
291-6302-601.30-33	Documentation Library	108	1,053	1,700	2,100	2,100	0	0.0%
291-6302-601.31-85	Small Tools and Equipment	13,656	11,655	8,084	12,400	12,400	0	0.0%
291-6302-601.32-05	Processing Supplies	0	0	2,500	2,500	2,500	0	0.0%
291-6302-601.32-32	Software	39,690	10,500	43,685	38,185	8,267	(29,918)	(78.4%)
291-6302-601.32-85	Copier Supplies	0	0	0	0	7,355	7,355	N/A
	Commodities	140,616	159,510	175,344	172,534	150,964	(21,570)	(12.5%)
291-6302-601.50-12	Computer Equipment	91,963	129,917	184,268	107,700	183,296	75,596	70.2%
291-6302-601.50-15	Other Equipment	0	0	0	0	20,054	20,054	N/A
	Capital Outlay	91,963	129,917	184,268	107,700	203,350	95,650	88.8%
	Total Information Technology	762,081	960,961	1,129,302	1,052,555	1,169,539	116,984	11.1%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Technical Services

6310

Account Number	Account Description	Actual			Projected		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	Budget 2010-11	Budget 2011-12		
291-6310-601.16-06	Head Technical Services	85,699	90,666	81,825	82,681	83,411	730	0.9%
291-6310-601.16-06	Librarian IV	0	57,999	59,804	59,251	61,580	2,329	3.9%
291-6310-601.16-39	Librarian II	78,120	57,944	59,163	59,193	60,010	817	1.4%
291-6310-601.16-41	Head Acquisitions	73,672	26,099	38,241	38,248	38,982	734	1.9%
291-6310-601.16-48	Library Assistant I	86,249	28,320	29,257	28,988	29,533	545	1.9%
291-6310-601.16-51	Clerk IV	0	35,326	35,194	36,445	35,881	(564)	(1.5%)
291-6310-601.16-54	Clerk III	259,779	262,444	268,340	268,584	272,719	4,135	1.5%
291-6310-601.16-75	Library Page II	64,176	66,189	65,890	75,439	76,818	1,379	1.8%
	Salaries	647,695	624,987	637,714	648,829	658,934	10,105	1.6%
291-6310-601.19-05	Medical Insurance	107,811	85,490	126,852	134,911	139,536	4,625	3.4%
291-6310-601.19-10	IMRF	80,052	72,093	71,756	72,295	80,897	8,602	11.9%
291-6310-601.19-11	Social Security	39,265	37,945	39,538	40,227	40,854	627	1.6%
291-6310-601.19-12	Medicare	9,183	8,875	9,247	9,408	9,555	147	1.6%
	Fringe Benefits	236,311	204,403	247,393	256,841	270,842	14,001	5.5%
291-6310-601.21-65	Other Services	0	0	0	900	3,150	2,250	250.0%
291-6310-601.22-02	Dues	1,310	1,175	1,210	1,290	1,250	(40)	(3.1%)
291-6310-601.22-03	Travel & Training	3,862	2,834	5,639	7,772	5,953	(1,819)	(23.4%)
	Contractual Services	5,172	4,009	6,849	9,962	10,353	391	3.9%
291-6310-601.30-05	Office Supplies & Equip	1,824	1,609	1,500	1,975	1,900	(75)	(3.8%)
291-6310-601.30-33	Documentation Library	525	525	525	539	525	(14)	(2.6%)
291-6310-601.32-01	Program Supplies	(198)	296	(250)	0	0	0	N/A
291-6310-601.32-03	Binding	0	0	0	0	5,320	5,320	N/A
291-6310-601.32-05	Processing Supplies	38,217	44,227	49,436	49,436	49,930	494	1.0%
291-6310-601.32-80	Books	966	50	365	1,698	2,173	475	28.0%
	Commodities	41,334	46,707	51,576	53,648	59,848	6,200	11.6%
	Total Technical Services	930,512	880,106	943,532	969,280	999,977	30,697	3.2%

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Collection Management

6331

Account Number	Account Description	Actual 2008-09	Actual 2009-10	Projected		Budget 2011-12	\$ Inc / (Dec)	% Inc / (Dec)
				Actual 2010-11	Budget 2010-11			
291-6331-601.16-25	Department Manager II	84,245	93,404	96,311	96,366	99,166	2,800	2.9%
291-6331-601.16-33	Librarian IV	68,189	71,114	72,364	72,426	73,406	980	1.4%
291-6331-601.16-36	Librarian III	110,268	192,560	134,092	195,683	121,770	(73,913)	(37.8%)
291-6331-601.16-48	Library Assistant I	56,023	73,101	36,482	64,176	38,586	(25,590)	(39.9%)
291-6331-601.16-51	Clerk IV	145,987	104,872	82,329	86,560	83,551	(3,009)	(3.5%)
291-6331-601.16-57	Clerk II	90,998	96,457	61,751	42,053	82,757	40,704	96.8%
291-6331-601.16-60	Clerk I	148,848	150,165	138,863	154,967	124,411	(30,556)	(19.7%)
291-6331-601.16-78	Library Page I	133,605	139,263	146,147	146,966	150,594	3,628	2.5%
	Salaries	838,163	920,936	768,339	859,197	774,241	(84,956)	(9.9%)
291-6331-601.19-05	Medical Insurance	72,381	75,063	92,256	98,117	88,800	(9,317)	(9.5%)
291-6331-601.19-10	IMRF	87,286	90,698	69,583	79,010	76,432	(2,578)	(3.3%)
291-6331-601.19-11	Social Security	51,458	56,035	47,637	53,270	48,003	(5,267)	(9.9%)
291-6331-601.19-12	Medicare	12,034	13,105	11,141	12,458	11,227	(1,231)	(9.9%)
	Fringe Benefits	223,159	234,901	220,617	242,855	224,462	(18,393)	(7.6%)
291-6331-601.21-02	Equipment Maintenance	391	66	0	66	0	(66)	(100.0%)
291-6331-601.21-64	Access Services	1,707	3,067	3,250	3,668	3,600	(68)	(1.9%)
291-6331-601.21-65	Other Services	67	77	0	86	86	0	0.0%
291-6331-601.22-02	Dues	1,735	1,525	1,350	1,775	1,445	(330)	(18.6%)
291-6331-601.22-03	Travel & Training	3,104	2,377	2,000	4,016	4,521	505	12.6%
	Contractual Services	7,004	7,112	6,600	9,611	9,652	41	0.4%
291-6331-601.30-05	Office Supplies & Equip	1,303	1,274	1,000	1,300	1,000	(300)	(23.1%)
291-6331-601.32-03	Binding	8,962	7,701	4,000	9,982	0	(9,982)	(100.0%)
291-6331-601.32-75	Audio Visual	199,410	197,839	229,330	229,330	268,423	39,093	17.0%
291-6331-601.32-78	Electronic Resources	54,009	56,895	37,752	56,895	0	(56,895)	(100.0%)
291-6331-601.32-80	Books	374,029	388,392	399,000	399,523	441,446	41,923	10.5%
291-6331-601.32-90	Circulation Supplies	2,449	2,967	2,500	2,978	2,300	(678)	(22.8%)
291-6331-601.32-95	Periodicals	102,482	92,485	87,234	93,666	93,121	(545)	(0.6%)
	Commodities	742,644	747,553	760,816	793,674	806,290	12,616	1.6%
	Total Collection Management	1,810,970	1,910,502	1,756,372	1,905,337	1,814,645	(90,692)	(4.8%)

MEMORIAL LIBRARY FUND (291)

EXPENDITURES

Maintenance

6333

Account Number	Account Description	Actual			Projected	Budget		\$ Inc / (Dec)	% Inc / (Dec)
		2008-09	2009-10	2010-11	2010-11	2011-12			
291-6333-601.16-60	Clerk I	37,008	38,300	38,886	38,937	40,142	1,205	3.1%	
291-6333-601.16-69	Maintenance Supervisor	83,654	86,582	89,267	89,326	91,914	2,588	2.9%	
291-6333-601.16-72	Maintenance Worker	215,391	221,175	226,197	226,362	232,212	5,850	2.6%	
291-6333-601.18-05	Overtime Civilian	914	2,894	2,500	2,500	2,500	0	0.0%	
	Salaries	336,967	348,951	356,850	357,125	366,768	9,643	2.7%	
291-6333-601.19-05	Medical Insurance	68,588	68,692	69,192	73,588	76,116	2,528	3.4%	
291-6333-601.19-10	IMRF	37,516	35,762	35,690	35,368	39,794	4,426	12.5%	
291-6333-601.19-11	Social Security	20,509	21,055	22,125	22,142	22,740	598	2.7%	
291-6333-601.19-12	Medicare	4,796	4,924	5,174	5,178	5,318	140	2.7%	
	Fringe Benefits	131,409	130,433	132,181	136,276	143,968	7,692	5.6%	
291-6333-601.21-02	Equipment Maintenance	18,285	16,943	16,700	16,700	15,500	(1,200)	(7.2%)	
291-6333-601.21-07	Vehicle Maintenance	6,899	3,772	2,921	3,200	3,200	0	0.0%	
291-6333-601.21-11	Building Maintenance	276,529	354,336	285,000	341,520	438,600	97,080	28.4%	
291-6333-601.21-36	Equipment Rental	0	0	1,400	1,400	1,400	0	0.0%	
291-6333-601.21-60	Water and Sewer Service	12,800	13,317	16,200	13,118	16,200	3,082	23.5%	
291-6333-601.22-03	Travel & Training	196	0	425	425	425	0	0.0%	
	Contractual Services	314,709	388,368	322,646	376,363	475,325	98,962	26.3%	
291-6333-601.30-50	Petroleum Products	1,586	1,657	1,400	1,400	6,400	5,000	357.1%	
291-6333-601.30-51	Heating Fuel	137,282	84,503	130,000	130,000	130,000	0	0.0%	
291-6333-601.30-45	Janitorial Supplies	20,774	18,989	23,000	23,118	23,000	(118)	(0.5%)	
	Commodities	159,642	105,149	154,400	154,518	159,400	4,882	3.2%	
291-6333-601.50-15	Other Equipment	8,665	10,616	12,240	12,240	0	(12,240)	(100.0%)	
291-6333-601.50-55	Other Capital Outlay	241,993	22,659	538,747	541,000	808,750	267,750	49.5%	
	Capital Outlay	250,658	33,275	550,987	553,240	808,750	255,510	46.2%	
	Total Maintenance	1,193,385	1,006,176	1,517,064	1,577,522	1,954,211	376,689	23.9%	
	Total Support Services	5,310,224	5,163,560	5,759,147	5,922,449	6,218,586	296,137	5.0%	
	Total Memorial Library	11,975,199	12,179,418	12,569,773	12,956,626	13,607,473	650,847	5.0%	

APPENDIX

COMMUNITY PROFILE

GOVERNMENT

Incorporated January 18, 1887

The Village is a home-rule municipality governed by a nine-member Board consisting of eight Trustees and one Village President, commonly referred to as Mayor. The Board is elected at large for staggered four-year terms.

The Mayor, with approval of the Village Board, appoints the Village Manager.

The Village employs 418 full-time and 20 part-time employees in 18 operating departments: Village Manager's Office, Human Resources, Legal, Finance, Village Clerk, IT, GIS, Police, Fire, Planning & Community Development, Building, Engineering, Health Services, Senior Services, Public Works, Municipal Buildings & Grounds, Water Utility Operations, and Municipal Fleet Services.

In addition, the Village has the following advisory boards and commissions that advise the Village Board on various issues and proposals under review. The Mayor, with the consent of the Board of Trustees, appoints members to the commissions.

Plan Commission
Zoning Board of Appeals
Board of Health
Board of Local Improvements
Board of Fire & Police Commissioners
Electrical Commission
Design Commission
Building Code Review Board
Environmental Control Commission
Housing Commission
The Arlington Economic Alliance
Senior Citizens Commission
Youth Commission
Commission for Citizens with Disabilities
Bicycle Advisory Commission
Special Events Commission
Arts Commission

GOVERNMENT

(Continued)

The Village also operates a public access cable television channel and televises most Board meetings.

Village Website: www.vah.com

Additional Website: www.discoverarlington.com

Elections

Number of Registered Voters	46,055
Number of Votes Cast in Last Municipal Election 4-07-09	11,632

Village Bond Rating Aa1

Fire ISO Rating 2 (1/1/2011)

Various Taxes

Sales Tax	9.50%
Prepared Food & Beverage Tax	1.25%
Telecommunications Tax	6.00%
Hotel Tax	5.00%
Utility Tax (gas/electric)	3.00%

DEMOGRAPHICS

The Village is comprised of approximately 16.6 square miles.

The Village is located in Cook County, approximately 25 miles northwest of the Chicago loop business district. The Village is home to beautiful Arlington Park Race Track, the world-famous thoroughbred racing destination. Adjacent to the Village to the west are the communities of Palatine and Rolling Meadows; to the east are Wheeling, Prospect Heights, and Mount Prospect; to the north is Buffalo Grove; to the south is Elk Grove Village. O'Hare International Airport is approximately 15 miles southeast of the Village, a 20-minute drive by expressway.

COMMUNITY PROFILE

(Continued)

DEMOGRAPHICS (Continued)

Weather Conditions

Average Winter	25° F
Average Summer	74° F
Average Annual Rainfall	33 Inches
Average Annual Snowfall	36 Inches

Population

1970	64,884
1980	66,116
1990	75,460
2005 (f)	76,943
2008 Estimate	76,958

Ethnic Makeup (a)

White	66,252	87.1%
Asian/Pacific islander	4,995	6.6%
Hispanic or Latino	3,393	4.5%
Black	868	1.1%
Other	523	0.7%

Other Household and Resident Data (a)

Total Households	30,844
Median Household Income	\$74,796
Per Capita Income	\$38,574
Median Age	41.8
% of population over 65	15%
Education (population 25 years & older)	
High school graduate or higher	92.7%
Bachelor's degree or higher	46.5%
Unemployment Percentage (05/2009) (b)	8.2%

Home Value (a)

Median Home Value	\$240,600
Median Gross Rent	\$933
\$0 to \$99,999	198
\$100,000 to \$149,999	968
\$150,000 to \$199,999	4,546
\$200,000 to \$299,999	8,406
\$300,000 to \$499,000	4,605
\$500,000 to \$999,999	419

DEMOGRAPHICS (Continued)

Land Use (c)

	<u>Acres</u>	<u>%</u>
Residential	5,279	50.4
Commercial	505	4.9
Office Only	225	2.2
R&D, Manufacturing, Warehousing	590	5.7
Institutional	285	2.7
Mixed Use	398	3.8
Parks/Schools/Government	1,082	10.3
Streets	2,000	19.0
Open	100	1.0
Total	<u>10,464</u>	<u>100.0</u>

Property Value (d)

Estimated Total Property Value (2008)	\$10,875,203,034
Equalized Assessed Valuation (EAV) (2008)	\$3,625,067,678

EAV Breakdown by Type of Property

	<u>2008 EAV</u>	<u>% of Total</u>
Residential	\$2,363,924,787	65.2%
Commercial	927,728,746	25.6%
Industrial	332,953,746	9.2%
Railroad	460,399	< 0%
	<u>\$3,625,067,678</u>	<u>100.0%</u>

Other (d)

Miles of Streets 229

Water Information:

Municipal water system main water supply
 Lake Michigan water through the Northwest
 Water Commission (All wells are secondary
 and backup sources)

Miles of Water Mains 254
 Number of Water Customers 20,858
 Capacity of Waterworks 36,000,000 gal/per day
 Number of Storage Tanks 10
 Storage Capacity 31,000,000 gal.

COMMUNITY PROFILE

(Continued)

DEMOGRAPHICS (Continued)

Sewer Information:	
Miles of Storm Sewers	162
Miles of Sanitary & Combined Sewers	228
Number of Retention/Detention Basins	52
Sewage Treatment – Metropolitan Water Reclamation District	

Number of Fire Stations 4

School Districts 15, 21, 23, 25, 59 and 214 serve the students of the Village of Arlington Heights and neighboring communities.

Library

Number of Sites	1 (plus Bookmobile)
Number of Volumes	445,104
Number of Registered Borrowers	49,419
2008-2009 Total Circulation	2,472,791

BUSINESS

The Village has 1,830 businesses paying sales taxes.

2009 Kind of Business Report (e)

Sales Category	Sales Volume	%
General Merchandise	\$ 608,256	6.2%
Food	1,597,077	16.3%
Restaurant Dining	1,502,023	15.4%
Apparel	394,653	4.0%
Furniture, Household	737,157	7.5%
Lumber/Building/Hardware	483,180	4.9%
Automotive/Filling Stations	1,741,345	17.8%
Drugs & Misc. Retail	1,273,764	13.0%
Agriculture & All Others	1,154,579	11.8%
Manufacturers	284,102	2.9%
Total	\$ 9,776,136	100.0%

BUSINESS (Continued)

Major Employers (500 Employees or more)

Arlington Park Racecourse (seasonal)	4,500
Northwest Community Healthcare	4,000
Motorola, Inc.	3,000
Arlington Heights High School Dist. 214	1,750
GTSS	1,000
Lutheran Home	700
Alexian Brothers Health System	600
Paddock Publications	500

AWARDS & RECOGNITIONS

GFOA Certificate of Achievement or Excellence in Financial Reporting.....Annually Since 1988

GFOA Distinguished Budget Presentation AwardAnnually Since 2005

Certified Tree City U.S.A.Annually Since 1985

James C. Howland Gold Award from National League of Cities 2000

National American Planning Association Excellence in Planning Award 2001

Daniel Burnham Award for Excellence In Planning for Timber Court Condominium Project (affordable housing) 2008

President's Arts Friendly Community Award 2008

Association of Illinois Senior Centers' Awards for Senior Center Program of the Year and Senior Center Director of the Year..... 2008

CALEA Accreditation of Police Dept..... 2008

Chaddick Municipal Development Process Award 2010

Notes:

- (a) 2000 Census
- (b) Illinois Department of Employment Security
- (c) Village of Arlington Heights Comprehensive Plan
- (d) Village of Arlington Heights & Cook County records
- (e) Illinois Department of Revenue
- (f) Special Census

BUDGET GLOSSARY

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

ABATEMENT

A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments, and service charges.

ACCRUAL BASIS

A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable; expenses are recognized in the period incurred, if measurable.

ACTUARIAL/ACTUARY

A person or methodology that makes determinations of required contributions to achieve future funding levels that address risk and time.

AGENCY FUND

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

APPROPRIATION

A legal authorization made by the Village Board which permits the Village to incur obligations and to make expenditures for specific purposes.

ASSESSED VALUATION

A percent of appraisal value assigned to real estate and certain personal property for use as a basis for levying property taxes. In the Village of Arlington Heights the assessed valuation is 33% of appraised value.

ASSETS

Property owned by a government which has a monetary value.

BALANCE SHEET

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

BALANCED BUDGET

A budget in which estimated revenues equal estimated expenditures.

BOND

A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large projects, such as buildings, streets and bridges.

BUDGET

A plan of financial operation embodying an estimate of proposed revenue and expenditures for a specific period of time (budget fiscal year).

BUDGET ADJUSTMENT

A legal procedure utilized by the Village staff and Village Board to revise the budget.

BUDGET GLOSSARY

(Continued)

BUDGET AUTHORITY

Authority provided by law that permits Village departments to incur obligations requiring either immediate or future payment of money.

BUDGET MESSAGE

The opening section of the budget which provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the Village Manager.

BUDGETARY CONTROL

The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CALEA

Acronym for Commission on Accreditation for Law Enforcement Agencies. CALEA was created in 1979. The purpose of CALEA's Accreditation Programs is to improve the delivery of public safety services, primarily by: maintaining a body of standards, developed by public safety practitioners, covering a wide range of up-to-date public safety initiatives; establishing and administering an accreditation process; and recognizing professional excellence.

CAPITAL IMPROVEMENT PROGRAM (CIP)

A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work plan or otherwise. It sets forth each project and specifies the full resources estimated to be available to finance the projected expenditures.

CAPITAL OUTLAY

Expenditures which result in the acquisition of or addition to fixed assets.

CASH BASIS

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

CASH MANAGEMENT

The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

CERTIFICATE OF DEPOSIT

A negotiable or non-negotiable receipt of monies deposited in a bank or financial institution for a specific period for a specified rate of interest.

COMMODITIES

All expenditures for materials, parts and supplies except those incidentally used by outside firms performing contractual services for the Village.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

A federal entitlement grant distributed to municipalities on the basis of a formula that considers population, housing conditions, and poverty. CDBG funds are then distributed by the Village for activities that benefit low and moderate income families.

BUDGET GLOSSARY

(Continued)

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

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

CONTINGENCY

An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as emergencies, federal mandates, shortfalls in revenue, and similar eventualities.

CONTRACTUAL SERVICES

Expenditures for services from outside vendors that are obtained by an express or implied contract.

DEBT SERVICE

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

DEBT SERVICE FUND

A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

DEFICIT

(1) The excess of an entity's liabilities over its assets. (2) The excess of expenditures or expenses over revenues during a single accounting period.

DELINQUENT TAXES

Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

DEPARTMENT

A major administrative division of the Village which indicates overall management responsibility for an operation or a group of related operations within a functional area.

DEPRECIATION

Expiration in the service life of capital assets purchased within Internal Service and Enterprise Funds, to account for wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

DISBURSEMENT

Payment for goods and services by cash or check.

ENCUMBRANCE

The commitment of budgeted funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

ENTERPRISE FUND

A governmental accounting fund in which services provided are financed and operated similar to those of a private business--where the intent is that the costs (expenses, including depreciation or debt service payments) of providing goods and services be financed or recovered through user fees.

EQUALIZED ASSESSED VALUATION

The total taxable property value. It is a combination of the market value of a property as determined by the county assessor, multiplied by a fraction depending on the classification of the property and adjusted by a multiplier determined by the state to equalize valuations across the state. It is the final value against which the total tax rate is multiplied to determine the property taxes due.

BUDGET GLOSSARY

(Continued)

EECBG

Acronym for Energy Efficiency and Conservation Block Grant which was awarded to the Village by the U.S. Department of Energy. The amount of the grant is determined by federal formula. The goal of the program is to reduce fossil fuel emissions created as a result of activities within the eligible jurisdictions, to reduce total energy use, and to improve energy efficiency in the transportation, building, and other appropriate sectors while stimulating job growth. The Village has adopted an Energy Efficiency and Conservation Strategy as required by the EECBG program and is implementing projects approved by the Village Board and the Department of Energy.

ESTIMATED REVENUE

The amount of projected revenue to be collected during the fiscal year. The amount of revenue budgeted is the amount approved by the Village Board.

EXPENDITURE

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

FINANCIAL PLAN

A multi-year, long-range, approach to assessing the Village's revenue and expenditure needs which becomes the basis for formulating the annual budget which by law must be adopted. The plan is developed by utilizing existing policies, objectives, assumptions, and accepted benchmarks and activity measures.

FISCAL YEAR

The time period designated by the Village signifying the beginning and ending period for recording financial transactions. The Village of Arlington Heights has specified May 1 to April 30 as its fiscal year.

FIXED ASSETS

Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment. The Village has established a level of \$1,000 for an item to be considered an asset; below \$1,000, the item is considered to be an operating expense.

FOIA

Acronym for Freedom of Information Act. A state law governing the timing and cost of responding to requests for public information.

FULL FAITH AND CREDIT

A pledge of the general taxing power of government to repay debt obligations (typically used in reference to general obligation bonds).

FULL-TIME EQUIVALENT (FTE)

The number of positions calculated on a basis that one FTE equates to a 40-hour workweek for 12 months. For example, two part-time positions working 20 hours for 12 months equals one FTE.

FUND

An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or functions.

FUND ACCOUNTING

The accounts of the Village are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of a fund are accounted for with separate sets of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, as appropriated. Government resources

are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

FUND BALANCE

The excess of assets over liabilities; also known as surplus funds.

FUND TYPE

In governmental accounting, all funds are classified into seven generic fund types: General, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GENERAL FUND

The General Fund is the general operating fund of the Village. This fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS

Bonds that finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government.

GOAL

A statement of board direction, purpose, or intent based on the needs of the community.

GRANT

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

HOME RULE

A status granted by the Illinois Constitution which gives cities of a certain size board powers not otherwise available to local municipalities. For instance, there is no statutory limit to the property tax levy nor is there any requirement to seek referendum approval for increasing the levy or issuing debt.

HOME RULE SALES TAX

An additional tax levied by the home rule municipality on retail sales within its jurisdiction. The tax, levied in 0.25% increments with no limit, is on all items except those that have a title (autos, boats, etc.) and groceries and drugs. It is collected by the state from the retailer and returned to the municipality.

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

This retirement fund, established under State statutes, provides employees of local governments (excluding police and firefighters) in Illinois with a system for the payment of retirement annuities, disability, and death benefits. All employees (other than those covered by the Police or Firefighter's plans) hired in positions that meet or exceed an annual hourly standard (1,000 hours) must be enrolled in IMRF as participating members. Participating members of IMRF must contribute 4.5% of their salary to the pension fund. The employer pays a percentage that varies each year and is dependent on a report prepared by a professional actuary.

INFRASTRUCTURE

The physical assets of the Village (streets, water, sewer, and public buildings).

BUDGET GLOSSARY

(Continued)

INTERGOVERNMENTAL REVENUE

Revenue received from or through the Federal, State or County government.

INTERNAL SERVICE FUND

A fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

LEVY

An imposing and collecting of a tax. In Illinois, the property tax is determined by the local unit of government, levied by the county clerk, and collected by the county treasurer. Taxes levied for any particular year are collected in the following calendar year.

LIABILITY

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

LONG-TERM DEBT

Debt with a maturity of more than one year after the date of issuance.

MANDATE

A requirement from a higher level of government that a lower level of government perform a task in a particular way or by a particular standard.

MODIFIED ACCRUAL BASIS

A method of accounting used to recognize revenue and expenditures. Funds that use the modified accrual basis of accounting recognize revenues when measurable and available (i.e. collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period). Expenditures are recognized (with some exceptions) when the related liability is incurred.

MOTOR FUEL TAX (MFT)

The State returns a portion of the gas tax to the municipalities on a per capita basis for use in the maintenance and construction of public roads.

OPERATING BUDGET

The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

OPEB

Acronym for Other Postemployment Benefits. OPEB is an accounting concept created by the Governmental Accounting Standards Board (GASB) by pronouncements designed to address expenses that entities may or may not be legally bound to pay, but pay as a moral obligation.

PERFORMANCE MEASURES

Specific quantitative and qualitative measures of work performed as an objective of the department.

PERSONNEL SERVICES

Costs related to compensating Village employees, including salaries, wages and benefits.

PSEBA

Acronym for Public Safety Employee Benefits Act. PSEBA provides for free health insurance to a public safety officer who is catastrophically injured or killed in the line of duty. The officer's spouse and minor children are also entitled to

BUDGET GLOSSARY

(Continued)

free health insurance coverage under the Act. The health insurance must be provided by the employer for the remainder of the lives of the officer and spouse (or until the spouse remarries).

PROPERTY TAX

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

REVENUE

Money received into a fund from outside the fund that, together with fund balances, provides the financial resources for a given year.

REVENUE BONDS

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

SPECIAL ASSESSMENT AREA

A method used for the purpose of financing public improvements in a designated area. Although a portion of special assessment project costs are borne by a group of specifically benefited owners, the project usually has some value to the general public, in which case the general government may bear a portion of the project cost. The general government frequently pays for the entire project up front, and finances the cost through a bond issue. The individual owners in the special assessment area pay the general government their proportional share of the total owner cost. The payment is then used to cover annual debt service costs of the bond issue. Payments can be set up on a lump sum or a periodic basis.

SPECIAL REVENUE FUND

A fund created when the Village receives revenue from a special source designated to be used for a specific purpose.

SPECIAL SERVICE AREA

A method used for the purpose of financing public improvements in a designated area. This is handled in the same manner as a Special Assessment Area, except that the individual owners' portions are paid through annual property tax assessments. (See also Special Assessment Area).

SWANCC

Acronym for Solid Waste Agency of Northern Cook County. An intergovernmental agency formed to dispose of residential household solid waste generated by its municipal members.

TAX LEVY

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

TAX RATE

The amount of tax stated in terms of a unit of tax base. In Illinois, the tax rate is per \$100 of equalized assessed value.

TIF

Acronym for Tax Increment Financing. This type of financing typically pays for infrastructure and capital improvements in a designated area or district. The difference in property tax revenues received in a base year versus the increased property taxes received in subsequent years after improvements are made, results in a property tax increment which is used to finance the improvements.

WORKING CASH/CAPITAL

The excess of current assets over total current liabilities.