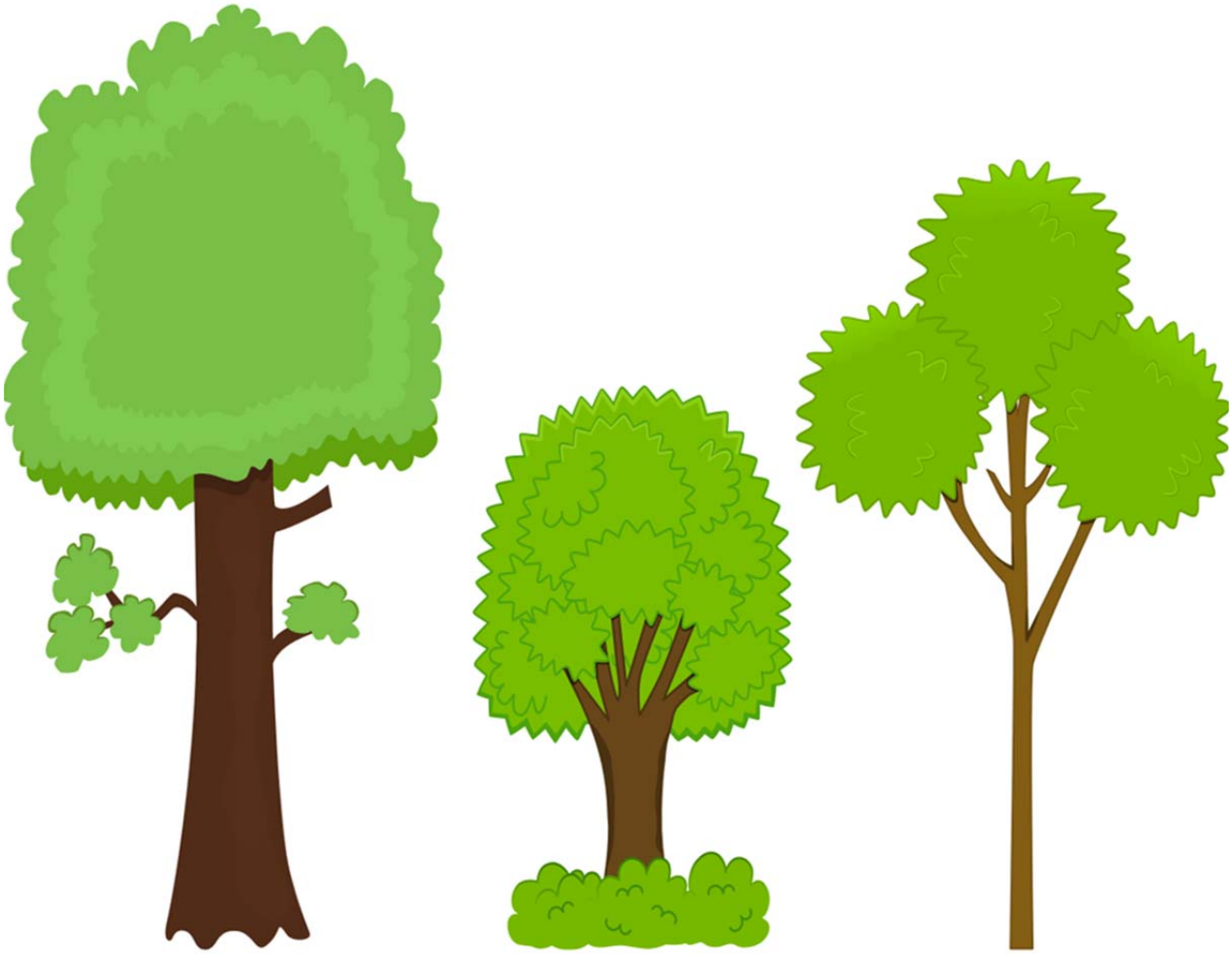
Welcome to Addison



Friendly Neighborhoods . . .

Quality Schools . . .

Thriving Businesses . . .

Reliable Services . . .

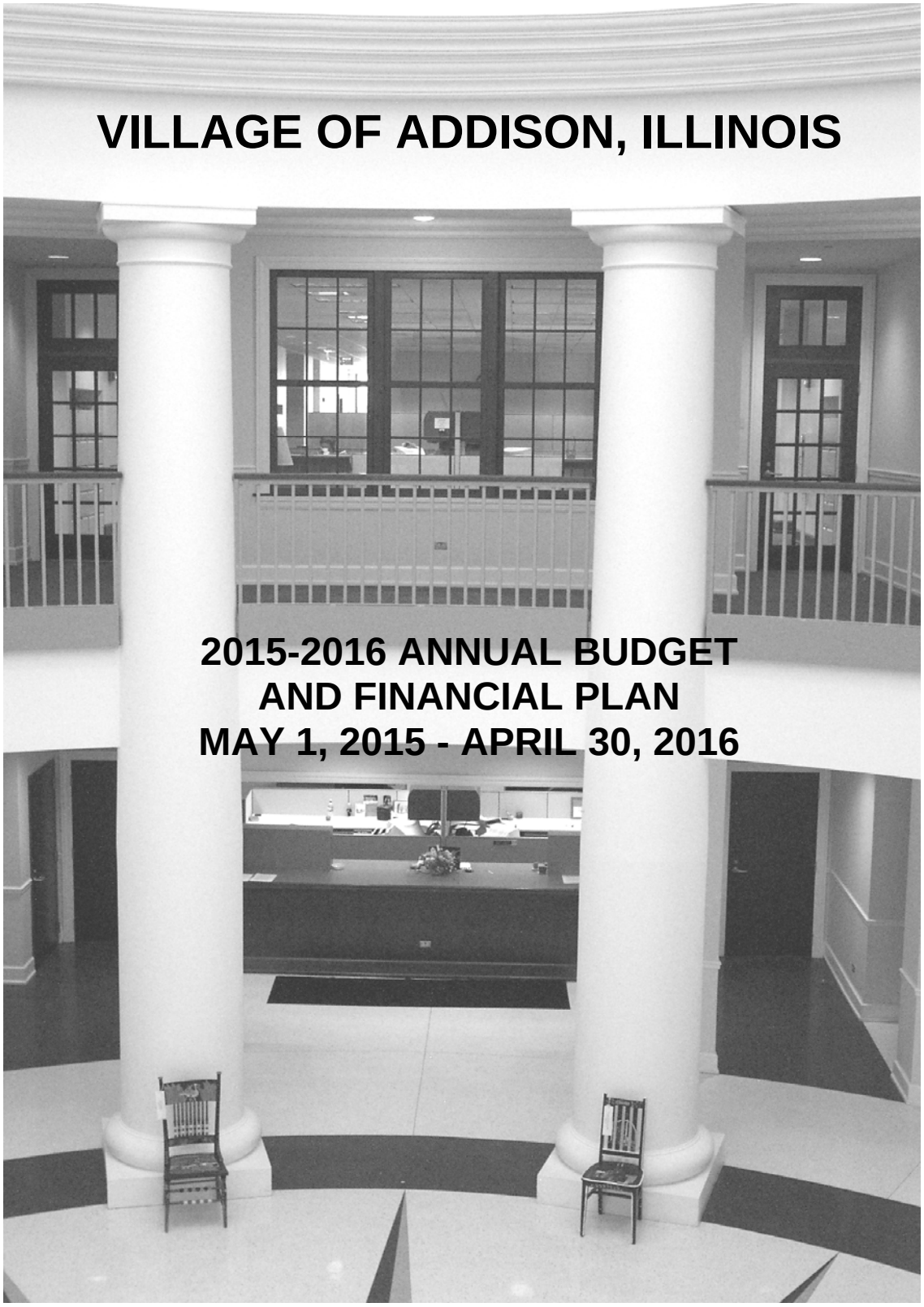
Village of Addison, Illinois

Budget and Financial Plan

May 1, 2015 – April 30, 2016

The Village of Addison is located approximately 25 miles west of downtown Chicago in Du Page County,
Rockford
Elgin
Arlington Heights
Wheaton
Naperville
Aurora
Bolingbrook
Joliet
Chicago
Oak Park
Cicero
Downers Grove
Oak Lawn
Waukegan
Rock Island
Moline
Peoria
Bloomington
Normal
Champaign
Urbana
Springfield
Decatur
Illinois

VILLAGE OF ADDISON, ILLINOIS



2015-2016 ANNUAL BUDGET
AND FINANCIAL PLAN
MAY 1, 2015 - APRIL 30, 2016

Prepared By:

Roseanne M. Benson, Finance Director/Treasurer
Deborah A. Norman, Assistant Finance Director/Operations & Budget

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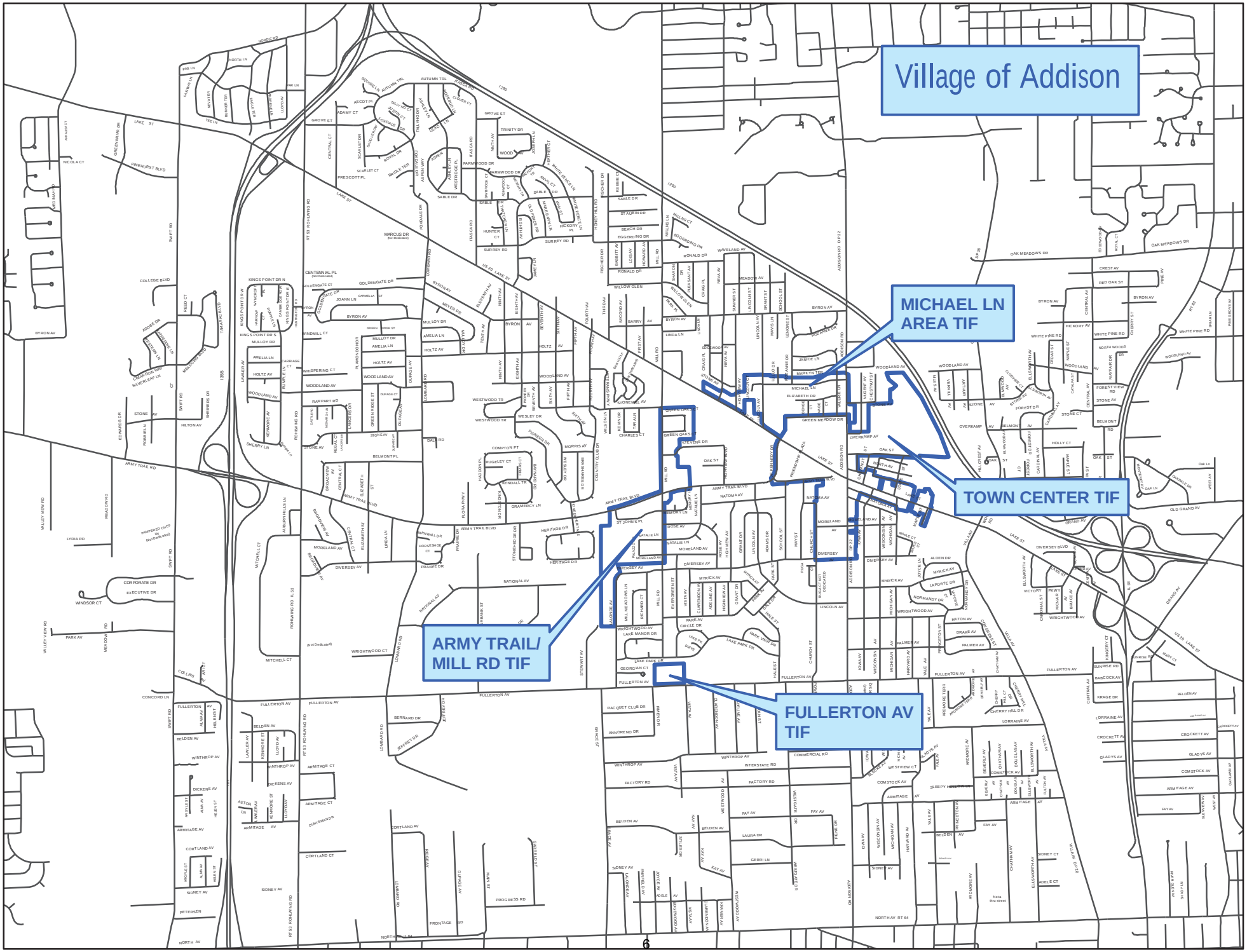

Village of Addison
MICHAEL LN AREA TIF
TOWN CENTER TIF
ARMY TRAIL/ MILL RD TIF
FULLERTON AV TIF

VILLAGE OFFICIALS

Village of Addison Board of Trustees:
Front row left to right: Mayor Richard Veenstra and Village Clerk Lucille Zucchero
Back row left to right: Trustee Cathy Kluczny, Trustee Sylvia Layne, Trustee William Lynch, Deputy Mayor Thomas Hundley, Trustee Harold Theodore, and Trustee Joseph McDermott

VILLAGE ATTORNEY

Tressler LLP

ADMINISTRATIVE

Joseph E. Block, Jr.	Village Manager
John Berley	Asst. Vlg Mgr/Dir. of Comm. Dev.
Roseanne M. Benson	Finance Director/Treasurer
J. Mitchell Patterson	Director of Public Works
Timothy Hayden	Director of Police
Donald Weiss	Director of Community Relations

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Village of Addison

Illinois

For the Fiscal Year Beginning

May 1, 2014

Executive Director

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 on May 1st and ending on April 30th.

The budget calendar identifies the timing, responsibility, and duration of the budget process. Generally, the budget process begins in December 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.

COMMUNITY PROFILE

Key Statistics

GOVERNMENT

Incorporated October 6, 1884
Home Rule Status effective January 1, 1974

The Village is a home-rule municipality governed by a seven-member board consisting of six trustees and a mayor. The board is elected as provided by law and serves four-year overlapping terms.

The Mayor, with approval of the Village Board, appoints the Village Manager, Treasurer, and Director of Police.

The Village employs 209 full-time employees in 15 operating departments: Administration, Finance, Community Relations, Building & Grounds, Police, Henry Hyde Resource Center, Consolidated Dispatch Center, Community Development, Electrical & Forestry, Street, Water, Sewer, Water Pollution Control, Fleet Services, and Information Systems.

In addition, the Village has the following advisory commissions that advise the board on various issues and proposals under review. The Mayor, with the consent of the Board of Trustees, appoints members to the commissions.

Advisory Liquor	Planning
Audit	Police
Blood Bank	Police Pension Board
Citizens Advisory	Senior Citizens
Commercial & Industrial	Special Events
Cultural Arts Development	Tenant & Landlord
Historical	Zoning Board of Appeals

The Village also operates one (1) public access cable television station and televises all Board and Board chaired committee meetings, in addition to airing board meetings of other taxing bodies.

Village Website: www.AddisonAdvantage.org

Election – April 8, 2013

Number of Registered Voters	16,178
Number of Votes Cast in Last Municipal Election	2,194

Village Bond Rating

Fitch IBCA	AA+
Standard & Poor's	AA
Fire ISO Rating:	2

Various taxes:

Sales Tax	8.25% (eff. 1/1/12)
Telecommunications Tax	6%
Utility Tax	None at this time

DEMOGRAPHICS (2010 Census)

The Village is comprised of 9.02 square miles.

The Village is located in DuPage County, approximately 25 miles west of Chicago loop business district and 14 miles southwest of O'Hare International Airport. The Village is home to the second largest industrial park acreage by municipality in the Chicagoland area. Adjacent to the Village, to the north are the communities of Wood Dale and Itasca; to the east is Elmhurst; to the south are Villa Park and Lombard; to the west is primarily unincorporated land. O'Hare International Airport is approximately 15 miles northeast of the Village, a 20-minute drive by expressway.

Weather Conditions (e)

Average Winter	26.4^{o} F	-3.11^{o} C
Average Summer	71.8^{o} F	22.11^{o} C
Average Annual Rainfall	38.5 In.	97.80 cm
Average Annual Snowfall	34.5 In.	87.50 cm

Population (a)

1970	24,482
1980	29,759
1990	32,053
2000	35,914
2007 (Special Census)	36,946
2010	36,942

Ethnic Makeup (a)

White	17,562	47.5%
Hispanic or Latino	14.813	40.1%
Black or African American	1,355	3.7%
Asian	2,706	7.3%
Other	506	1.4%

Age Cohorts and Median Age (a)

Under 19 years	10,696	29.0%
20 to 34 years	8,536	23.1%
35 to 49 years	7,390	20.0%
50 to 64 years	6,456	17.5%
65 to 79 years	3,062	8.3%
80 years or over	8,020	2.2%
Median Age		33.7 years

Key Statistics (Cont'd)

DEMOGRAPHICS (2010 Census) continued

Other Household and Resident Data (a)

Total Households	12,581
Median Household Income	$62,587
Median Age	33.7
% of population over 65	10.4%
Unemployment Percentage (2009)	7.8%

Home Value (f)

Median Home Value	$ 283,200

Property Value (b)

Total Property Value (2013)	$2,881,954,149
Equal. Assessed Valuation (.33%)	60,651,383

EAV Breakdown by Type of Property

	2013 EAV	% of Total
Residential	$ 563,562,939	58.7%
Industrial	303,834,390	31.6%
Commercial	92,776,816	9.6%
Railroads & Farms	477,238	0.1%
	$ 960,651,383	100.00%

Other

Miles of Street	96
Water information:	
Miles of Water Mains	180
Rated Daily Pumping Capacity	9.58 million gals
Average Daily Pumpage	3.05 million gals
Water supplied through DuPage Water Commission	
Sewer Information:	
Miles of Sewer	9.0 miles combined sewer
	120.0 miles sanitary sewer
	73.0 miles storm sewer
Daily Treatment Capacity	8.5 million gals
Average Daily Treatment	5.09 million gals
Total Gallons Treated	1.86 billion gals

Number of Schools	
Elementary Schools	7
Junior High School	1
High School	1
Trade & Technical	2
Community College	1
Number of Parks and Playgrounds, including Pools	24
Number of Libraries	1
# of items in collection	+183,070
Number of Fire Stations	3
Number of Banks and Savings & Loans	7

BUSINESS

The Village has 1,014 businesses paying sales taxes.

Kind of Business Report (d)

Sales Category-2014	Sales Volume	%
General Merchandise	$ 1,826,262	11.8%
Food	641,860	4.1%
Eating & Drinking Places	1,233,761	7.9%
Apparel	35,020	0.2%
Furniture, Household & Radio	418,070	2.7%
Lumber, Building & Hardware	562,117	3.6%
Automotive & Filling Stations	1,957,143	12.6%
Drugs & Other Retail	2,810,077	18.1%
Agriculture & Extractive	5,482,490	35.3%
Manufacturing	579,723	3.7%
Total	$15,546,523	100%

Major Employers (c)

(Based primarily on the number of Employees-500 or more)

United Parcel Service	2,914
Pampered Chef	788

Awards & Recognitions

GFOA Certificate of Achievement for Excellence in Financial Reporting	Since 1985
GFOA Distinguished Budget Presentation Award	Since 1989
Lincoln Award for Commitment to Excellence	2001
CALEA Re-accreditation of Police Dept. – *"With Excellence" (1 of 49 worldwide)* Original accreditation, July, 2000	2012
Designated An Illinois Arts Friendly Community	2002
Certified Tree City U.S.A.	Since 1987

2011 Project of the Year Award-Transportation - $5 Million, But Less Than $25 Million - Salt Creek Greenway Trail
American Public Works Assoc.-Chicago Metro Chapter

Excellence in Masonry 2003 – for Village Hall
Illinois-Indiana Masonry Council

Notes:

a) US Census Bureau website (2010)
b) Village of Addison and DuPage County Records
c) Illinois Department of Commerce and Community affairs – Community Profile
d) Illinois Department of Revenue
e) noaa.gov (National Oceanic and Atmospheric Association)
f) 2005-2009 American Community Survey

Village of Addison

Mission Statement

The Village of Addison's mission is to provide responsive and fiscally responsible government services to the community. These services are in place to enhance the safety, health and general welfare of the citizens and businesses within the community.

Our service oriented philosophy balances various community needs with municipal resources through a planned approach to the governance process.

Within this balanced approach, we are committed to:

- Maintaining a high quality of life
- Providing a safe and secure community
- Working together to create effective solutions to community concerns
- Providing excellent services through honest, impartial and accurate communications and actions
- Shaping the future of the community by encouraging innovation and embracing technology as a means of improving services and reducing costs
- Retaining quality staff and providing them with opportunities for professional development

STRATEGIC PLAN 2007 - 2012

On December 18, 2006, the Village Board adopted a strategic plan for the Village organization for the years 2007 – 2012. The result was a comprehensive plan with several parts:

- The Village of Addison Purpose Statement
- Guiding Principles
- Our Vision for the Year 2012
- Near-Term Action Plan

Although the plan has expired, the Village continues to implement the tenets of the plan. The Village has included money in this budget, Fiscal 2015-2016, to update the Strategic Plan.

THE VILLAGE OF ADDISON PURPOSE STATEMENT

To create a dynamic, engaged and sustainable community in which all residents, businesses and employees enjoy economic opportunity, social stability and a sense of well-being.

GUIDING PRINCIPLES

Our behavior is governed by our guiding principles and values, and our success depends on consistently living these values as an organization and as a community.

- Conduct that is at all times honest, fair, ethical and respectful
- Service that is responsive, respectful, and of high quality
- A code of honor that is marked by trust, openness and integrity
- Superior standards of professionalism and expertise bolstered by ongoing training and commitment to learning
- Commitment marked by helpfulness, teamwork, collaboration and information sharing
- Freedom to excel, create value and contribute to our purpose

OUR VISION FOR THE YEAR 2012

1. The Town Center is well underway, in accord with the Town Center Development Plan, and its design and amenities engender and project a desirable sense of place.
2. Our social and economic assets elevate community life.
3. Our residential neighborhoods and housing meet a high standard of livability.
4. A substantial share of the unincorporated area is within Village limits and aligns with the quality of our community.
5. A variety of mobility options add benefits and efficiency to the local transportation system.
6. We take pride in quality municipal service delivery.

NEAR-TERM ACTION PLAN

These areas of broad focus encompass our efforts toward achieving our Vision. Within these near-term action plans will come the improvement and change initiatives we need to undertake over the next 3–5 years.

Visions and Associated Goals/Objectives

These goals and objectives are the measurable results that will indicate our progress in the first one to two years. The action steps are both functional and cross-functional, the result of our system-wide action planning.

Vision 1: The Town Center is well underway, in accord with the Town Center Development Plan, and its design and amenities engender and project a desirable sense of place.

Goal 1 – Undertake strategic property redevelopment initiatives.

Objective 1: Acquire and demolish Betterbilt factory to utilize it for redevelopment.

Objective 2: Facilitate Alta Villa Banquet's relocation within the Village for redevelopment of existing property.

Objective 3: Work with Oxford Bank to redevelop Addison Road property.

Objective 4: Promote St. Paul's vacant property as a senior housing development to establish residential options in proximity to retail, dining and entertainment.

(Cont'd)

Goal 2 - Secure quality retail establishments – grocery, shops, dining and entertainment – that stimulate economic vitality and attract visitors and residents.

Objective 1: Coordinate redevelopment of Addison Township property as condominiums and retail.

Objective 2: Reach agreement with Green Meadow on shopping center redevelopment, including improved retail.

Objective 3: Work with Jewel and Green Meadow on agreement for a new grocery store.

Objective 4: Implement relocation of Len's Ace hardware in Addison for redevelopment of their property.

Goal 3 - Design an environment conducive to community gathering.

Objective 1: Reach agreement with DuPage County for Addison Road jurisdiction, and create Main Street plan.

Objective 2: Reach agreement with Park District regarding Signature Park Project.

Objective 3: Install WiFi capability in the Town Center.

Vision 2: Our social and economic assets elevate community life.

Goal 1 - Cultivate and champion student learning and schooling.

Objective 1: Support community investment in the schools.

Objective 2: Articulate the interdependence of student achievement and community economic vitality.

Objective 3: Broaden the value of life-long learning in the community.

Goal 2 - Acknowledge and celebrate our community's diversity and unity.

Objective 1: Encourage and support programs or celebrations that embrace culture and expand awareness.

Objective 2: Enhance communication and interaction with and between ethnic communities.

Objective 3: Encourage community-wide participation and involvement.

Goal 3 - Facilitate diverse populations' assimilation through information and outreach about community values and expectations.

Objective 1: Develop programs at the Neighborhood Resource Center with the goal of assimilation.

Objective 2: Participate in the expansion of school-based community outreach programs.

Goal 4 - Ensure safety across the community.

Objective 1: Expand police staffing for a more visible police presence.

Objective 2: Create high expectations and continue to deploy actions to assure safety on each and every street in every neighborhood.

Goal 5 - Optimize technology to build community.

Objective 1: Negotiate franchise agreements that provide maximum technology throughout the community.

Objective 2: Evaluate community technology needs and potential, including WiFi.

Vision 3: Our residential neighborhoods and housing meet a high standard of livability.

Goal 1 - Foster responsible property owners and occupants in all neighborhoods.

Objective 1: Implement a rental housing certification program.

Objective 2: Review and modify the Village rental licensing ordinance regarding owner responsibility.

Objective 3: Review current rental housing license fees to cover the cost of a rigorous enforcement program.

Goal 2 - Upgrade neighborhood conditions.

Objective 1: Commit funds for public infrastructure improvement additions in areas currently not served.

Objective 2: Provide incentives for rehabilitation of existing housing.

Vision 4: A substantial share of the unincorporated area is within Village limits and aligns with the quality of our community.

Goal 1 - Undertake annexation and development of unincorporated areas.

Objective 1: Actively pursue commercial annexations.

Objective 2: Consider potential residential annexations wherever opportunities are presented.

Objective 3: Continue construction of utility infrastructure and other incentives in unincorporated areas with preannexation agreements.

(Cont'd)

Vision 5: A variety of mobility options add benefits and efficiency to the local transportation system.

Goal 1 - Develop a network of pedestrian and bicycle paths.

Objective 1: Design pedestrian/bicycle access into Town Center plan.

Objective 2: Work with other jurisdictions to implement the Salt Creek Greenway Plan and the East Branch DuPage River Greenway Trail.

Goal 2 - Advance public transportation to key destinations in cooperation with other taxing bodies and communities.

Objective 1: Support the intercommunity public transportation system through continued participation with the DuPage Mayors and Managers Conference circulator project.

Objective 2: Investigate shuttle service to train stations, medical centers and the Town Center.

Objective 3: Survey future local ridership potential in other areas of the community.

Vision 6: We take pride in quality municipal service delivery.

Goal 1 - Assess customer needs.

Objective 1: Continue to upgrade technology implementation/expansion.

Objective 2: Expand ability for customers to conduct Village business through technology (Internet).

Objective 3: Investigate 311 (non-emergency) phone system.

Objective 4: Create feedback tools, such as time lapse from request to completion.

Goal 2 - Provide resources to engage and cultivate Village officials and employees.

Objective 1: Budget and commit funds for ongoing training.

Objective 2: Evaluate current technology and upgrade as needed.

Objective 3: Provide compensation and working conditions that encourage morale and reduce attrition.

Objective 4: Evaluate staffing levels commensurate with increases in service area.

Goal 3 - Regard employees as ambassadors to Village stakeholders.

Objective 1: Encourage and facilitate bidirectional flow of information between employees.

Objective 2: Improve procedures for increased effectiveness, including processes for hearing and addressing suggestions, complaints and concerns.

(BLANK)

Addison Village of Addison

April 16, 2015

The Honorable Rich Veenstra, Mayor
Members of the Village Board of Trustees
Village Clerk Zucchero
Village of Addison, Illinois

Re: 2015-2016 Budget Message

Ladies and Gentlemen:

The 2015-2016 Budget and Financial Plan for the Village of Addison is hereby submitted for your consideration. The following pages will serve as an executive summary of the proposed budget and the Village policies which were followed in its preparation.

The multi-year Budget and Financial Plan is intended to forecast favorable or unfavorable financial trends which is not possible within the constraints of a typical one year budget. This business-like approach allows our elected officials and staff to analyze the future fiscal impact of policy decisions and provides sufficient time to address those which may be unfavorable.

EXPLANATION OF BUDGETARY BASIS AND PROCESS

The Village has, historically, projected its budgets based on a very conservative forecast of revenues for a normal local economy in the Chicago metropolitan area. It does not take into account new revenues from growth unless the development is completed and has provided a historical basis for the new projection. The Village also projects every possible normal operating expense and does not take into account such events as employee turnover or weather factors which tend to reduce final operating expenses. One could correctly characterize it as a "worst case scenario". Consequently, a historical comparison of budgets and actual operating expenses will demonstrate that the Village organization has consistently outperformed its original financial forecasts. Projected deficits generally turn out to be budget surpluses or in a few instances, much smaller deficits than were originally anticipated. Management believes that this method of budgeting tends to focus financial support on the proper funding of existing programs, infrastructure and strategically

1 Friendship Plaza Addison, IL 60101-2786 Tel. (630) 543-4100 Fax (630) 543-5593
www.AddisonAdvantage.org

selected new programs to improve productivity. Discussions of expensive new programs, particularly those involving the hiring of new staff, are considered only with consideration of new revenue sources. Therefore, any projected draw down of cash balances is a move which has been planned and projected in advance, and is not the result of "rosy" financial projections which have not materialized as planned.

The Village budget document is prepared based on generally accepted accounting principles (GAAP), as described in the appendix. The Village's Comprehensive Annual Financial Report (CAFR) presents governmental funds on a modified accrual basis. Under this method, revenues are recorded when available and measurable. Expenditures are recorded when goods or services are received and liabilities are incurred.

Chapter 2 of the Village Code authorizes the Village Manager to authorize contracts up to $10,000 and to approve contract change orders in amounts up to $5,000. Absent emergencies, no purchase or change order in excess of these amounts or those which exceed current budget appropriations may be made without the prior approval of the Mayor and Board of Trustees. Contingency funds are included in the Corporate and Water and Sewer Funds to accommodate this potential need. These funds may be released by the Mayor and Board of Trustees upon the request and justification by the Village Manager.

The Village Manager is authorized to issue rules governing purchasing procedures, subject to Board approval. Budgetary control is maintained through a system of monthly revenue and expenditure reports, which are produced by the Finance Department and distributed to the Village Board, Village Manager and all department heads. The Village also utilizes an encumbrance system as a management control technique to assist in controlling expenditures. Under this procedure, encumbrances of governmental funds are reservations of fund balances and retained earnings for the Proprietary Funds at year end. The Proprietary Funds are reported on a full accrual basis. All appropriations lapse at year end, and incomplete projects are usually rebudgeted in the subsequent fiscal year. The level of budgetary control (i.e., the level at which expenditures cannot legally exceed the budgeted amount) is at the fund level. During the year, the Village Board may, through a majority vote, amend the budget to provide for unforeseen expenditures.

In December of each year, the Village Manager and the Finance Director distribute the budget calendar and instructions to Department Heads. Departmental requests are then reviewed at the staff level. The Village Manager and Finance Director will then propose a balanced baseline budget and proposed new programs for consideration by the Finance and Policy Committee of the Village Board. The Committee then considers the proposed budget and approves final spending levels. The Committee formally considers the budget in April and recommends final approval to the Village Board. The Village Board then approves the budget prior to April 30. The new budget takes effect May 1.

BUDGET FOCUS

During the 2014-15 fiscal year, the Village experienced some modest, sustained growth in some of our major revenue sources. For the most part, this can be attributed to the fact that the negative effects of the reconstruction of Rohlwing Rd. (Illinois Route 53) by the Illinois Department of Transportation have subsided. Another positive has been a much milder 2014-15 winter as compared to last year. We expect to see continued growth in our economically sensitive revenue sources.

No major service cuts are planned in the 2015-16 budget. This budget does not assume any new Federal or State economic assistance, or any cutbacks of existing assistance. We will continue to monitor negotiations in Springfield relative to the State budget. There have been several proposals such as a reduction in LDGF funds, and a property tax cap which could have significant impacts on the Village's finances. The Village has potential actions which could be taken to effectively deal with most reasonable State budgetary outcomes. It is doubtful that any resolution will occur until the middle of 2015. We will closely monitor the situation in the interim.

Based on our financial projections, we anticipate all major funds will be able to maintain their minimum three (3) month cash balance, in accordance with Village policy.

Capital projects and redevelopment funds are sufficient to cover all ongoing projects.

PERSONNEL ASSUMPTIONS

In the Village's proposed 2015-2016 budget, there are four (4) new full time positions scheduled to be added to the Village organization. A part-time clerk in the Finance Department is planned to be reclassified to full time. The part-time position will be eliminated. Three (3) dispatchers are planned to be added to the Addison Consolidated Dispatch Center (ACDC), in anticipation of the move of the DuPage Forest Preserve Police Department, the Wood Dale Police Department, and the Itasca Police Department to the Center in FY15-16.

FINANCIAL POLICIES

The Village has established the following financial policies:

1. Collateralization of investments.
2. Establishment of fees and charges at a maximum of the average of those charged by communities in DuPage County.
3. Establishment of tax rates at a maximum of the average of those charged by communities in DuPage County.
4. Use of motor fuel tax funds for street and signal construction and maintenance only.
5. The use of cash flow financing for capital projects whenever possible.
6. Compliance with the Illinois Property Tax Limitation Act in setting the property tax levy.
7. Maintenance of a scheduled replacement program for capital projects and equipment.
8. Maintenance of a minimum of 3 months cash balance in all operating funds.

The proposed 2015-2016 budget will attempt to keep the Village in compliance with all of the above policies.

BUDGETARY GOALS

On March 13, 2002, the Lincoln Foundation for Business Excellence awarded the Village of Addison the 2001 Bronze Award. Addison was the second of three (3) Illinois municipalities to win this award, which reflects the Village's initiatives to improve customer service through continuous improvement. The Village was reviewed by a team of eight (8) assessors who reviewed our efforts in leadership, strategic planning, customer and market focus, information and analysis, human resource development and management, process management, and organizational results. The Bronze Award is the first of three award levels offered by the Foundation. The Village anticipates a future application for a higher-level award. The Lincoln Foundation was created in 1994 to raise Illinois' worldwide competitiveness by improving the performance of organizations in five areas (health care, education, government, service and industry). The criteria for the Lincoln Award are patterned after the national Malcolm Baldridge Quality Award.

As a part of the Lincoln review, the various Village departments have included benchmarking data, which is included in the description of each departmental budget.

On December 18, 2006 the Village Board adopted a strategic plan for the Village organization for the years 2007-2012. Preparation of the plan involved use of the Lincoln criteria by inviting a number of different groups to work with the elected officials and staff. The Village Board is currently working on a new strategic plan. The Strategic Plan is scheduled to be updated in FY15-16. The following describes how these strategic directions have been translated into the 2015-2016 budget:

Vision 1, Goal 3: Design an environment conducive to community gathering
In TIF #3, $200,000 has been budgeted for the drainage improvements for the Village Green located east of the Village Hall. The Green is used for many community events, and is subject to periodic standing water. $535,000 has been budgeted in the Corporate Fund, TIF #2, and TIF #3 for façade grants for the redevelopment of the Dominick's Plaza, the Green Meadows Shopping Center and John's Plaza on Lake St., and for DiCianni Graphics on Addison Rd.

Vision 3, Goal 2: Upgrade neighborhood conditions
$ 2.7 million has been budgeted in the Capital Projects Fund, to acquire 17 flood prone properties in the Home Addition, Normandy Manor and Highview subdivisions. These homes were severely damaged by the 2008 and 2010 floods. The 2008 properties have been approved by the Federal Emergency Management Agency for a buyout using FEMA funds. The Village has applied for and has received State funding for the 2008 local share contribution. The 2008 properties are being purchased and demolished by the Village. The restored property will be maintained as open space close to Cherokee Park. The Village has applied for a CDBG grant for local share expenses in the 2010 acquisitions with DuPage County.

$100,000 has been included in the Corporate Fund for the Village's ongoing Emerald Ash Borer tree removal program. This is a multi-year program to remove and replace potentially hazardous EAB infected trees from Village right-of-ways.

$450,000 has been budgeted in the Water and Sewer Fund for the replacement of a water main on Iowa Ave. The Village will receive 75% funding from the DuPage County Community Development Commission.

$185,000 has been allocated in the Motor Fuel Tax Fund to continue the Village's sidewalk replacement program which attempts to identify and replace sections of sidewalk that are potential trip hazards. This work will reduce Village liability for sidewalk injuries. $70,600 has been budgeted in the same fund for the resurfacing of alleys in the eastern portion of the Village. An additional $50,000 is budgeted in the Motor Fuel Tax Fund for identified improvements which are needed to comply with the Americans with Disabilities Act (ADA). $174,000 has been budgeted in the same fund for the reconstruction of Ardmore Ave. near Ardmore School, to bring it up to Village subdivision standards. Addison School District 4 is in the process of constructing an Early Childhood Education Center at this site.

BUDGET TRENDS

The fiscal year 2015-2016 operating budget reflects a 4.61% decrease over last fiscal year's Budget:

Fund	FY 2014-15 Budget	FY 2015-16 Budget	% Change
General Fund	28,220,500	30,219,000	7.08%
Water and Sewer Fund (inc. capital)	19,811,200	15,806,200	(20.22)%
Fleet Services	1,430,300	1,315,500	(8.03)%
IS	1,144,300	1,170,500	2.29%
Equipment Replacement	670,000	845,000	26.12%
Debt Service Fund	3,910,299	4,018,769	2.77%
Capital Projects	4,295,500	2,935,964	(31.65)%
Redevelopment	0	112,700	100.00%
Public Building	1,666,100	2,186,300	31.22%
TIF # 1	1,403,100	0	(100.00)%
TIF # 2	487,300	625,300	28.32%
TIF # 3	230,300	495,300	115.07%
TIF # 4	0	0	n/a
Police Pension Fund	2,950,168	3,339,300	13.19%
Motor Fuel Tax	3,551,400	3,480,900	(1.99)%
Community Days Fund	0	0	n/a
	$69,770,467	$66,550,733	(4.61)%

General Corporate Fund
The General Corporate Fund finances most Village operations. The primary revenue sources are sales tax, State income tax, property tax, licenses, permits and fees, telecommunications tax, and other revenues. $10,900 has been budgeted in this fund for training for the Addison Consolidated Dispatch Center (ACDC). $39,900 has been budgeted in the Police Department to purchase software and replace tasers. $26,000 has been included in the budget of the Community Relations Department for digital video equipment upgrades. $30,000 has been included in the Administration budget to complete a new strategic plan and to make contributions to the Suburban O'Hare Commission which is seeking to mitigate negative noise impacts from O'Hare Airport.

Water and Sewer Fund
The Water and Sewer Fund accounts for expenses relative to the operation and maintenance of the Village's water and wastewater operations. It also includes funds for Water and Sewer capital projects. $120,000 has been included in this Fund to continue the installation of remote water meter readers in residential areas. Approximately 73% of Village water customers have received a remote meter reader to date. $342,000 has been included to fund equipment and process upgrades for the Village's water system, and wastewater treatment facilities.

Motor Fuel Tax Fund (MFT)
This fund earmarks the collection and expenditure of State Motor Fuel Tax funds. These funds are collected by the State and shared with municipal governments, based on population, and must be used for roadway maintenance.

$2,669,300 has been budgeted in this fund for the 2015 Street Resurfacing Program. In addition, $116,000 has been budgeted for CDBG local share expenses for the resurfacing of streets in the southeast side of the Village.

Internal Services Fund
The IT Department budget covers the cost of the operation and maintenance of the Village's computer hardware, software and communication systems. $210,500 has been budgeted for the upgrade of the voice mail systems, software, firewall upgrades, and server and work station replacements.

The Fleet Services budget covers the cost of the operation and maintenance of the Village's vehicle fleet.

Equipment Replacement Fund
The Equipment Replacement Fund accounts for the pay-as-you-go purchase and replacement of Village vehicles. Monies are transferred annually from individual operating funds to the Equipment Replacement Fund based on the fleet services estimates of replacement cost and replacement date. $845,000 is budgeted for equipment purchases out of this fund.

Public Building Fund
The Public Building Fund covers the cost of upgrades and repairs to Village owned buildings. $416,300 has been budgeted in this fund to upgrade HVAC systems in the Village Hall, to paint and upgrade building systems, the installation of a roofing and runoff treatment system for the Village's storage bins, purchase a copier for Police, replace a video and audio system for Investigations, and replacement of the UPS and phone switch located at the Public Works facility. Funds are also provided to erect an electronic sign and to reside a storage garage at the Historical Museum.

ACKNOWLEDGMENTS

Once again, I would like to thank all of the supervisory and management staff for their efforts in the preparation of the 2015-2016 budget. In these uncertain economic times, we have asked them to prioritize, to innovate, and most often, to delay projects in order to conserve cash. They have continued to cut operating expenses, and have prevented, thus far, the need to consider layoffs or service cutbacks. In addition, the entire Village staff has increased their work efforts in order to offset vacant positions. Everyone has been understanding, and has been appreciative of management's efforts to maintain services and to avoid layoffs. Their combined efforts have been instrumental in keeping the Village on a solid financial footing. I truly appreciate all of their ongoing efforts.

I would also like to thank our elected officials for their support throughout the year. They have made many difficult decisions with regard to the budget, and have allowed the staff the flexibility to implement them. These difficult times have highlighted the fact that Addison is fortunate to have a team of elected and appointed officials that work so well together. We have a common goal, and will do our best to bring the Village through this lackluster economic period both intact, and positioned to take advantage of any real future economic recovery.

Respectfully submitted,

Joseph Block
Village Manager

FY 2015-16 BUDGET & FINANCIAL PLAN CALENDAR

Budget Schedule of Dates and Events

Wednesday, December 3, 2014	Village Manager and Finance Director ♦ Budget instructions, forms and schedule are distributed to department heads
Friday, December 12	Public Works ♦ Forwards the (5) year vehicle replacement plan to the Finance Director.
Monday, January 5, 2015	Department Heads ♦ Submits all budgets to the Finance Director by Monday, January 5, 2015. Administration ♦ Compiles figures for personnel expenditures and casualty insurance. ♦ Forwards to Finance prior to Monday, January 5, 2015. Finance ♦ Prepares audit expenditures and revenue projections for Fiscal Years 2015-2016, 2016-2017, 2017-2018, by Monday, January 5, 2015. Boards and Commissions ♦ Submits goals and budget requests to the Finance Director by Monday, January 5, 2015.
Tuesday, January 5 - Friday, January 9	Finance Director and Assistant Finance Director –O/B ♦ Compiles expense requests and revenue projections for all three fiscal years. ♦ Reviews and develops initial review schedule with Village Manager.
Monday, January 12 - Friday, January 16	Village Manager and Finance Director ♦ Reviews all budget and program requests with Department Heads. ♦ Information Services, Fleet Services, and Equipment Replacement are the first 3 reviews. ♦ Figures are adjusted and program recommendations are formulated.

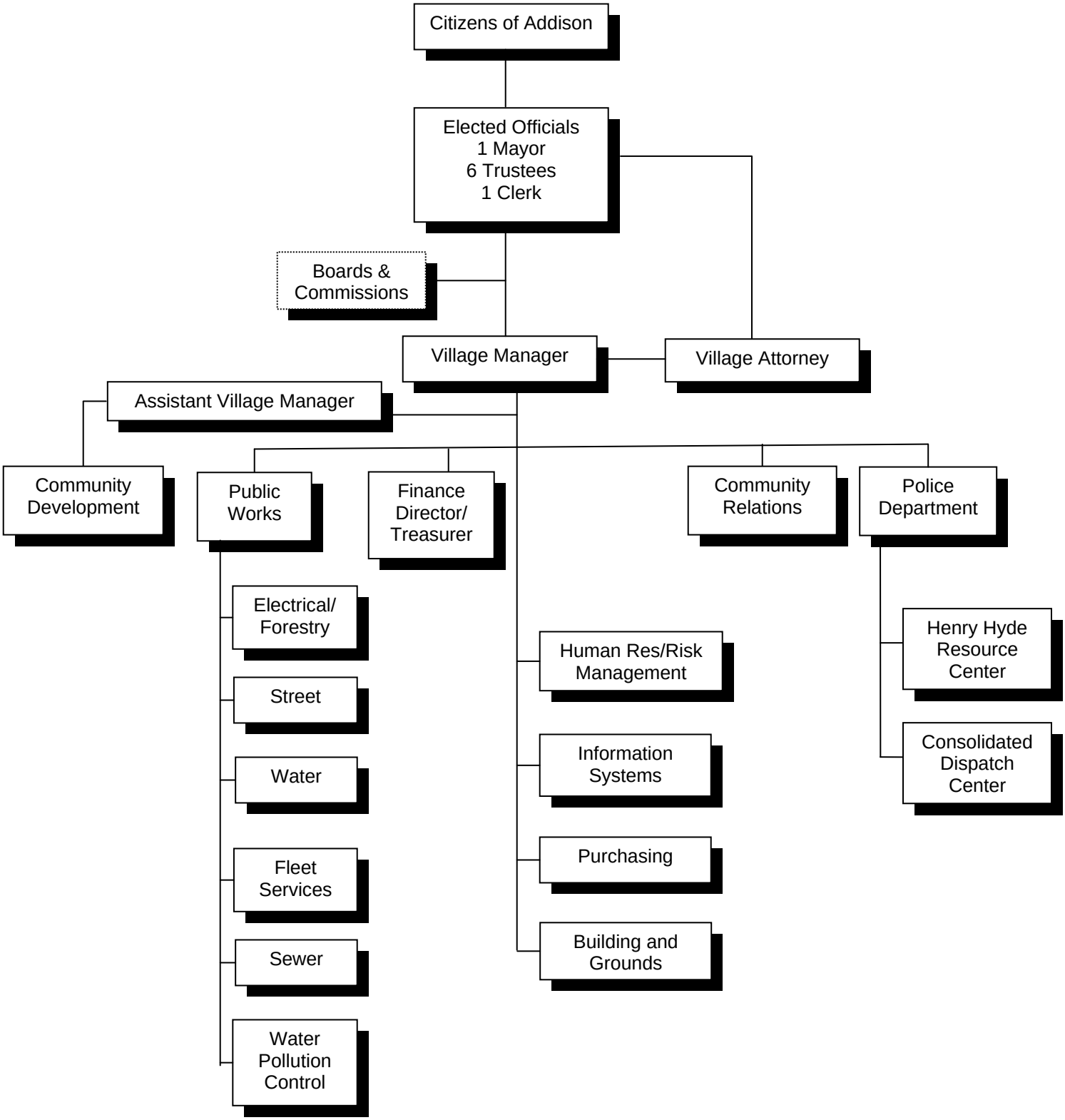
FY 2015-16 BUDGET & FINANCIAL PLAN CALENDAR

Budget Schedule of Dates and Events (Cont'd)

Monday, January 19 - Wednesday, January 28	Department Heads ♦ Departments revise budget and program requests as needed. ♦ Resubmit to the Finance Director by Wednesday, January 28.
Thursday, January 29 - Friday, February 13	Finance ♦ Budget package compiled and distributed to Finance and Policy Committee on Friday, February 13.
Thursday, February 19	Finance and Policy review session: ♦ Water and Sewer Fund Revenues ♦ Water Sewer Water Pollution Control Capital Projects: MFT, Capital Projects, Redevelopment, Public Building Fund, TIF Funds
Tuesday, February 24	Finance and Policy review session: ♦ Boards & Commissions ♦ General Fund Revenues Police ♦ Administration, IT, Building & Grounds ♦ Finance General Ledger Debt Service ♦ Police Pension
Thursday, February 26	Finance and Policy review session: ♦ Community Relations ♦ Community Development ♦ Electrical & Forestry Street Fleet Services ♦ Equipment Replacement Fund
Thursday, April 9	Finance ♦ Advertises, Notice of Public Hearing - Budget on display.
Monday, April 20	Village Board ♦ Public Hearing of the FY 2015-16 Budget and Financial Plan. ♦ Final adoption of the FY 2015-16 Budget and Financial Plan.

VILLAGE OF ADDISON

Organizational Structure



***Fire services are provided by the Addison Fire Protection District, which is a separate taxing body. The Village has no authority over the District.**

EMPLOYEE CENSUS - AUTHORIZED

Ten Year Analysis

GENERAL FUND		2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Administration	Full-Time	7	7	7	7	7	7	7	7	7	7
	Part-Time	11	11	11	11	11	11	11	11	11	11
Boards & Commissions	Full-Time	0	0	0	0	0	0	0	0	0	0
	Part-Time	1	1	1	1	1	1	1	1	0	0
Finance	Full-Time	9	9	9	9	9	9	9	9	9	9
	Part-Time	3	3	3	3	3	3	3	3	5	5
Community Relations	Full-Time	5	5	5	5	5	5	5	5	5	5
	Part-Time	0	0	0	0	0	1	1	1	1	1
Building & Grounds	Full-Time	2	2	2	2	2	2	2	2	2	2
	Part-Time	1	1	1	1	1	1	1	1	1	1
Police	Full-Time	92	97	100	101	101	88	88	88	88	89
	Part-Time	23	24	24	24	24	24	24	24	4	4
HHRC	Full-Time	0	0	1	1	1	1	2	2	2	2
	Part-Time	0	0	1	2	2	2	2	2	1	1
Consolidated Dispatch	Full-Time	0	0	0	0	0	14	14	14	18	19
	Part-Time	0	0	0	0	0	0	0	0	0	0
Community Development	Full-Time	24	24	24	24	24	24	24	24	25	25
	Part-Time	1	1	1	1	1	1	1	1	0	0
Electrical & Forestry	Full-Time	9	9	9	9	9	9	9	9	11	11
	Part-Time	5	5	5	5	5	5	5	5	5	5
Street	Full-Time	13	13	13	13	13	13	13	13	11	11
	Part-Time	2	2	2	2	2	2	2	2	2	2
ENTERPRISE FUND											
Water	Full-Time	11	11	11	11	11	11	11	11	14	13
	Part-Time	7	7	7	7	7	7	7	7	4	4
Sewer	Full-Time	13	13	13	12	12	12	11	11	11	11
	Part-Time	3	3	3	3	3	3	3	3	3	3
Water Pollution Control	Full-Time	19	19	19	19	19	19	23	23	24	24
	Part-Time	6	6	6	6	6	6	6	6	6	6
INTERNAL SERVICE FUNDS											
Fleet Services	Full-Time	5	5	5	5	5	5	5	5	5	5
	Part-Time	0	0	0	0	0	0	0	0	0	0
Information Systems	Full-Time	4	4	4	4	4	4	4	4	4	4
	Part-Time	0	0	0	0	0	0	0	0	0	1
TOTAL	**Full-Time**	**213**	**218**	**221**	**222**	**222**	**223**	**227**	**227**	**236**	**237**
	Part-Time	**63**	**64**	**64**	**66**	**66**	**67**	**67**	**67**	**43**	**44**

SUMMARY OF EMPLOYEE BY POSITION

	Full-Time Position	Authorized	Current
1	Addison Family Alliance Prog. Dir (HHRC)	1	1
2	Administrative Secretary	4	2
3	Assistant Dir of Community Development	1	1
4	Assistant Dir of Community Relations	1	1
5	Assistant Director of Finance - Oper/Budg	1	1
6	Assistant Director of Finance - Acct/Audit	1	1
7	Assistant Director of Public Works	1	1
8	Building Division Supervisor	1	0
9	Civil Engineer 2	2	2
10	Clerk Typist	18	17
11	Code Enforcement Officer	1	1
12	Communications Director	1	1
13	Community Development Inspector 1	2	2
14	Community Development Inspector 2	5	5
15	Community Service Officer	6	5
16	Deputy Chief of Police	2	2
17	Deputy Director of Communications.	1	1
18	Dir of Com Develop./ Assist Village Mgr	1	1
19	Dir of Human Resources/Risk Mgmt	1	1
20	Director of Community Relations	1	1
21	Director of Finance	1	1
22	Director of Police	1	1
23	Director of Public Works	1	1
24	Electrician	1	0
25	Environmental Compliance Coordinator	1	0
26	Executive Secretary	1	1
27	Foreman	9	9
28	GIS Administrator	1	0
29	Human Resources Assistant	1	1
30	I & I Inspector	1	0
31	Industrial Pretreatment Inspector	1	0
32	Information Systems Coordinator	1	1
33	Information Systems Manager	1	1
34	Investigative Aide/Crime Analyst	1	1
35	Laboratory & Technical Services Supervisor	1	1
36	Laboratory Technician II	2	2
37	Laboratory Technician I	2	2
38	Mechanic I	2	2
39	Mechanic II	1	1
40	Media Production Coordinator	2	2
41	Network Administrator	1	1
42	Patrol Officer	56	52
43	Plan Examiner	2	1
44	Plan Examiner Supervisor	1	0
45	Planner II	1	0
46	Planning Assistant	1	1
47	Planning & Zoning Administrator	1	1
48	Principal Account Clerk	4	4
49	Public Maintenance Worker I	10	6
50	Public Maintenance Worker II	15	15
51	Public Maintenance Worker III	9	8
52	Public Utility Worker I	1	1
53	Public Utility Worker III	2	1
54	Public Utility Worker IV	1	1
55	Purchasing Agent	1	1
56	Records Supervisor	1	1

	Full-Time Position	Authorized	Current
57	Sergeant	10	10
58	Single Family Resident Inspector	1	0
59	Special Events Coordinator	1	1
60	Superintendent of PW	1	1
61	Superintendent of ES	1	1
62	Dispatcher/Telecommunicator	17	17
63	Village Engineer	1	1
64	Village Manager	1	1
65	WWTP Chief Operator	2	2
66	WWTP Operator Class 2	3	2
67	WWTP Operator Class 3	2	1
68	WWTP Operator Class 4	1	1
69	WWTP Trainee	1	0
70	Watch Commander	4	3
	Total Number of Full-Time Employees	**237**	**209**

	Part-Time Position		
71	Information Technology Tech	1	1
72	Mayor and Village Board	7	7
73	Meter Reader	2	1
74	Part-Time Administrative Assist.	1	1
75	Part-Time Clerk Typist	8	8
76	Part-Time Commission Chair	0	0
77	Part-Time Custodian	2	1
78	Part-Time Investigator	1	1
79	Part-Time Principal Account Clerk	1	1
80	Seasonal/Part-time	20	0
81	Village Clerk	1	1
	Total Number of Part-Time Employees	**44**	**22**

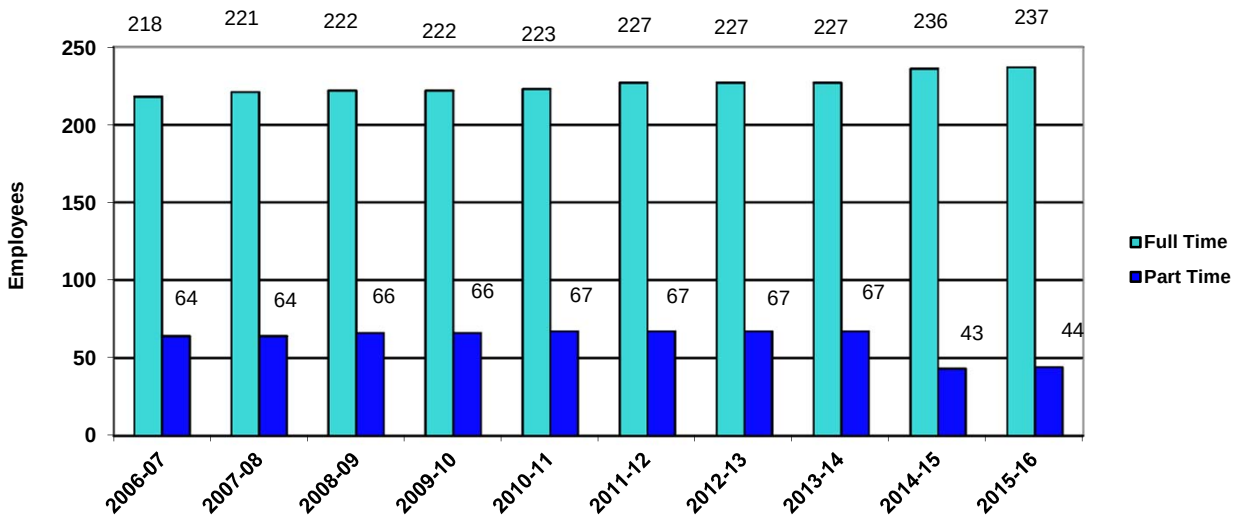
EMPLOYEE ALLOCATION BETWEEN DEPARTMENTS

The Village charges departments directly thru payroll for the percentage of time the positions spend on other departments. Each department employee summary will show the percentage each position is charged to that department. This table shows all the allocations together.

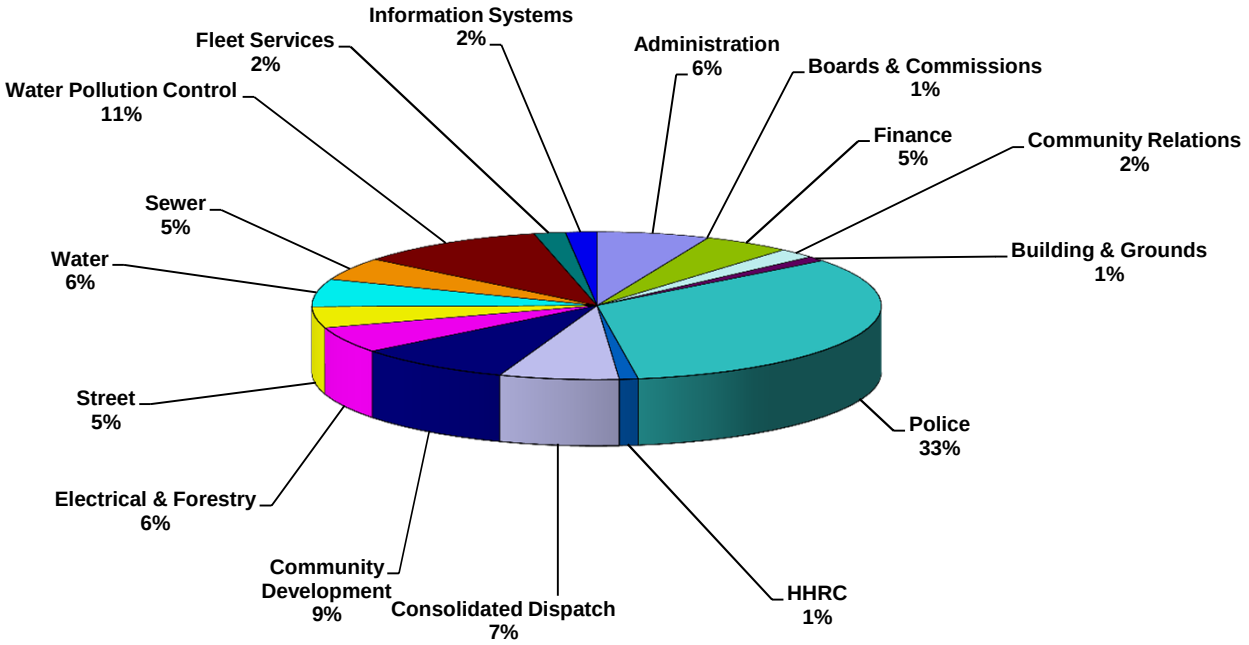
POSITION-DESCRIPTION	Admin 1012	Finance 1040	Com Dev 2010	E & F 2510	Street 2520	Water 5010	Sewer 5031	WPC 5032	IS 9962	TOTAL
Authorized & Budgeted Positions:										
MAYOR	0.70					0.10	0.10	0.10		1.00
VILLAGE CLERK	0.70					0.10	0.10	0.10		1.00
TRUSTEES (6)	4.20					0.60	0.60	0.60		6.00
VILLAGE MANAGER	0.70					0.10	0.10	0.10		1.00
DIR.PERSONL/RISK MGT	0.70					0.10	0.10	0.10		1.00
EXECUTIVE SECRETARY	0.70					0.10	0.10	0.10		1.00
HUMAN RESOURCES ASSISTANT	0.70					0.10	0.10	0.10		1.00
PURCHASING AGENT	0.70					0.10	0.10	0.10		1.00
CLERK TYPIST (5)	0.70	0.25		0.33	0.34	0.68	1.35	1.35		5.00
DIRECTOR FINANCE/TREASURER		0.55				0.15	0.15	0.15		1.00
ASSIST. FIN. DIR - AUDIT/ACCTG		0.70				0.10	0.10	0.10		1.00
ASSIST. FIN. DIR - BUDGET/OPER		0.55				0.15	0.15	0.15		1.00
PRINCIPAL ACCT CLERK (4)		0.95				1.03	1.01	1.01		4.00
P.T. CLERK TYPIST		0.25				0.25	0.25	0.25		1.00
P.T. PRINCIPAL ACCT CLERK		0.70				0.10	0.10	0.10		1.00
ASST.VILLAGE MGR/COM DEV DIR			0.70			0.10	0.10	0.10		1.00
ASST. DIR OF COM DEV.			0.70			0.10	0.10	0.10		1.00
VILLAGE ENGINEER			0.70			0.10	0.10	0.10		1.00
CIVIL ENGINEER II (2)			1.50			0.10	0.10	0.10	0.20	2.00
PUBLIC WRKS DIRECTOR				0.20	0.20	0.20	0.20	0.20		1.00
ASSIST. DIR OF PUBLIC WORKS				0.10	0.10	0.10	0.35	0.35		1.00
SUPT. PUBLIC WORKS .				0.33	0.33	0.34				1.00
ADMIN. SECRETARY				0.34	0.33	0.33				1.00
SUPT. ENVIRONMENTAL SVCS							0.50	0.50		1.00
P.T. WATER METER READER						0.34	0.33	0.33		1.00
Total Budgeted:	9.80	3.95	3.60	1.30	1.30	5.47	6.19	6.19	0.20	38.00
Authorized & Unbudgeted:										
CLERK TYPIST	0.70					0.10	0.10	0.10		1.00
ADMIN. SECRETARY		0.70				0.10	0.10	0.10		1.00
P.T. WATER METER READER						0.34	0.33	0.33		1.00
Subtotal:	0.70	0.70	0.00	0.00	0.00	0.54	0.53	0.53	0.00	3.00
Total Authorized:	4.20	4.65	3.60	1.30	1.30	5.11	5.82	5.82	0.20	32.00

EMPLOYEE CENSUS - AUTHORIZED

Full Time vs. Part Time Authorized Employee Comparison



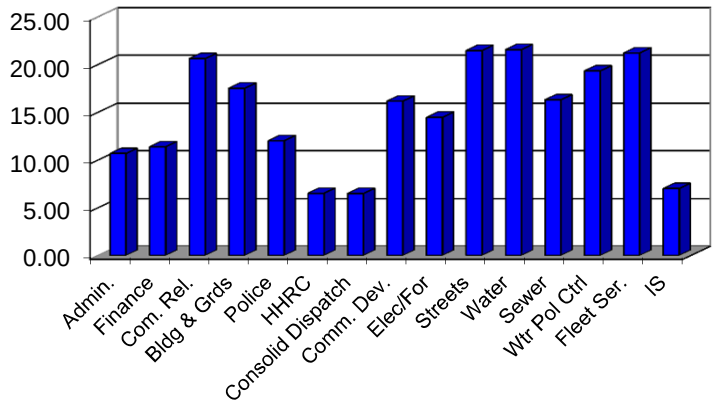
2015-16 Authorized Staffing By Department
Percent of Total



EMPLOYEE CENSUS - CURRENT

Average Years of Service* of Current Full Time Employee - By Department

	# Employees	Total Years of Service	Average years per employee
Administration	6	64	10.67
Finance	8	91	11.38
Community Relations	5	103	20.60
Building & Grounds	2	35	17.50
Police	83	997	12.01
Henry Hyde Resource Center	2	13	6.50
Consolidated Disptach Center	19	123	6.47
Community Development	19	307	16.16
Electrical/Forestry	11	159	14.45
Street	9	193	21.44
Water	11	237	21.55
Sewer	7	114	16.29
Water Pollution Control	19	367	19.32
Fleet Services	5	106	21.20
Information Systems	3	21	7.00
AVERAGE ALL FULL TIME EMPLOYEES	209	2,930	14.02



* As of 3/19/15

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VILLAGE OF ADDISON
SCHEDULE OF FUNCTIONAL UNITS AND FUND STRUCTURE/DESIGNATION

	GOVERNMENTAL FUNDS					PROPRIETARY FUNDS		FIDUCIARY FUNDS
	General	Motor Fuel	Debt Service	Capital Projects	Non-major	Business - Type Activities	Govern-mental Activities	Fiduciary Funds
GOVERNMENTAL FUNDS								
General Government								
Administration	X							
Boards and Commissions	X							
Finance	X							
Community Relations	X							
Building and Grounds	X							
General Ledger	X							
Public Safety								
Police	X							
Henry Hyde Resource Center	X							
Consolidated Dispatch Center	X							
Community Development	X							
Highways and Streets								
Electrical and Forestry	X							
Streets	X	X						
Capital Outlay								
Capital Projects				X				
Redevelopment					X			
Public Building Fund					X			
TIF 1					X			
TIF 2					X			
TIF 3					X			
TIF 4					X			
Special Revenue								
Community Days					X			
Debt Service								
Principal retirement			X					
Interest and fiscal charges			X					
PROPRIETARY FUNDS								
Business - Type Activities								
Waterworks and Sewerage Fund						X		
Governmental Activities								
Internal Service Funds								
Fleet Services							X	
Information Systems							X	
Equipment Replacement							X	
FIDUCIARY FUNDS								
Police Pension Fund								X

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EXPLANATION OF FUNDS

The Village of Addison accounts for all funds and adopts a budget based on generally accepted accounting principles (GAAP). The Village uses fund accounting designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government 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 restricted monies (special revenue funds), the acquisition or construction of capital assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all activities of the general government not accounted for in some other fund. Governmental funds are budgeted using a modified accrual basis.

The Governmental Funds are as follows:

- General Fund
- Special Revenue Fund – Motor Fuel Tax
- Special Revenue Fund – Community Days
- Debt Service Fund
- Capital Projects Funds
  - Capital Projects
  - Redevelopment
  - Public Building
  - TIF #1
  - TIF #2
  - TIF #3
  - TIF #4

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.

The Proprietary Funds are as follows:

- Water and Sewer Fund
- Internal Service Funds
  - Fleet Services
  - Information Technology
  - Equipment Replacement

Fiduciary funds are used to account for assets held on behalf of outside parties. The Police Pension Trust fund is budgeted on an accrual basis.

- The Fiduciary Fund is as follows:
  - Police Pension Trust Fund

EXPLANATION OF FUNDS

Cont'd

The following is a list of Village funds that are contained in this budget document, along with a brief description of the purpose of each fund.

General Fund - The all-purpose governmental fund which handles the operations of the municipality not accounted for in a separate fund. This fund is reported as a Major Fund in the Village's CAFR. The General Fund receives most of its revenue from taxes, the largest being Sales Tax, Property Tax, and Income Tax. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

Water & Sewer Fund - An enterprise fund established to account for all operations of the water and sewer utility services provided by the Village. This fund is reported as a Major Fund in the Village's CAFR. The Water & Sewer Fund receives a majority of its revenue from Water and Sewer user fees. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

Fleet Services Fund - An internal service fund established to provide monies to cover repairs, maintenance, and fuel costs associated with operating municipal vehicles and equipment. Fleet Services revenues are provided by transfers from end-using departments based on usage.

Information Technology Fund - An internal service fund established to provide monies to cover the costs of running the Village's information technology. Information Technology revenues are provided by transfers from end-using departments based on number of computers, laptops and printers in each department.

Equipment Replacement Fund - An internal service fund established to provide monies to purchase municipal vehicles and equipment used in Village operations. Equipment Replacement revenues are provided by transfers from end-using departments based on the replacement cost of vehicles used, spread over the life of the vehicles.

Debt Service Fund - A debt service fund established to account for resources which are used to repay general long-term debt obligations. This fund is reported as a Major Fund in the Village's CAFR. Revenues for the Debt Service Fund are provided by Property Taxes, a .25% Home Rule Sales Tax Increment and transfer from Public Building Fund consisting of an additional .25% Home Rule Sales Tax Increment.

Capital Projects Fund - A capital projects type of fund established to account for the acquisition and construction of capital assets of governmental fund operations. Capital Projects revenues are received from Grant Funding, transfers from the Redevelopment Fund (part of the .25% Home Rule Sales Tax Increment) and insurance reimbursements. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

Cont'd

Redevelopment Fund - A capital projects fund established with the proceeds from the 1995 G.O. bond issue to account for redevelopment projects throughout the Village. This fund is reported as a Major Fund in the Village's CAFR. Funding for the Redevelopment Fund is provided by the repayment of transfers made to the TIF #1 fund for improvements and various reimbursements from project partners.

Public Building Fund - A capital projects fund established with the proceeds from the 1996 G.O. bond issue and the 1998 G.O. bond, to account for the construction of a new Public Works facility, the construction/renovation of the Village Hall facility and capital improvements of other Village facilities. Proceeds from a .25% Home Rule Sales Tax Increment provides the funding for the Public Building Fund.

TIF #1 - A capital projects fund established to account for revenues and expenditures for approved projects of a Tax Increment Financing (TIF) District (Green Oaks). This fund is reported as a Major Fund in the Village's CAFR. Incremental Property Taxes are the revenue source for the TIF #1 Fund. This district was closed the end of 2014, two years early.

TIF #2 - A capital projects fund established to account for revenues and expenditures for approved projects of a Tax Increment Financing (TIF) District (Michael Lane). Incremental Property Taxes are the revenue source for the TIF #2 Fund.

TIF #3 - A capital projects fund established to account for revenues and expenditures for approved projects of a Tax Increment Financing (TIF) District (Town Center). Loans from the Redevelopment fund will be used to fund initial expenditures in TIF #3 until Incremental Property Taxes are received, at which time the loans will be repaid.

TIF #4 - A capital projects fund established to account for revenues and expenditures for approved projects of a Tax Increment Financing (TIF) District. This district was closed the end of 2014, sixteen years early.

Police Pension Fund - A pension trust fund established to account for pensions paid for police officers. The Police Pension fund revenues consist of a transfer from the General Fund which is generated by Property Taxes, contributions from participants based on a percentage of wages established by the state, and investment earnings.

Motor Fuel Tax Fund - A special revenue fund established to account for the municipal portion of motor fuel tax revenues, collected and distributed by the State of Illinois, which are used to pay for the maintenance and improvement of Village streets. This fund is reported as a Major Fund in the Village's CAFR. Revenues for the Motor Fuel Tax Fund are received from the State based on a per capita formula. Other revenue sources include local grants, reimbursements from other agencies for joint projects, and effective January 1, 2012, .25% Home Rule Sales Increment. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

EXPLANATION OF FUNDS

Cont'd

Community Days Fund – A special revenue fund established to account for the revenues and expenditures of the annual Community Days festival. Although the festival has been suspended, other community events can be found in the General Fund Community Relations budget.

The Village has additional funds which are not budgeted, but are included in the Comprehensive Annual Financial Report (CAFR). They are as follows:

Special Revenue Funds

- Police Grant Funds – to account for the proceeds related to U.S. Department of Justice grants
- Federal and State Controlled Substance Fund – to account for the proceeds related to federal and state seizure activity.
- DUI Fund – to account for the proceeds of DUI fines in the Village and related activities funded by these proceeds.

Fiduciary Funds

Agency Funds – to account for assets held by the Village as an agent for individual, private organizations, other governments, and bondholders.

- General Escrow
- Water Escrow
- Sewer Connection Escrow
- Family & Youth Services
- Group Insurance Withholding
- Library
- Garbage
- Park Donation
- School Donation
- Special Service Area #1
- Student Participation Center

FINANCIAL AND MANAGEMENT POLICIES

FINANCIAL POLICIES

The Village of Addison has established the following financial policies:

1. Collateralization of investments. The Village has collateral agreements with all banking institutions where balances exceed or could exceed the FDIC insurable limits.

2. Establishment of fees and charges at a maximum of the average of those charged by communities in DuPage County.

3. Establishment of tax rates at a maximum of the average of those charged by communities in DuPage County.

4. Use of motor fuel tax funds for street and signal construction and maintenance only.

5. The use of cash flow financing for capital projects whenever possible.

6. Compliance with the Illinois Property Tax Limitation Act in setting the property tax levy.

7. Maintenance of a scheduled replacement program for capital projects and equipment. An Equipment Replacement Fund has been established to provide monies for equipment replacement needs.

8. Maintenance of a minimum unrestricted fund balance of 3 months of expenditures in all operating funds.

BUDGETING

The budget is the operational control for spending and is less than, or equal to, the amounts appropriated. The Village Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund are done through approval of the Village Board of Trustees and are supported by additional appropriations as needed.

Budgets are adopted on a modified accrual basis of accounting for all governmental fund types and on an accrual basis for the proprietary and trust fund types in accordance with Generally Accepted Accounting Principles (GAAP). Budgets have been adopted for all proprietary fund types, the Police Pension Trust Fund, General, Debt Service, Capital Projects and certain Special Revenue Funds. Budgets for Enterprise Funds do not provide for depreciation; capital improvements are budgeted as expenses.

FINANCIAL AND MANAGEMENT POLICIES

(Cont'd)

BUDGETING (Cont'd)

All budgets are prepared based on the annual fiscal year of the Village which runs May 1 to April 30.

Budget amounts are as originally adopted or as amended by the Village Board of Trustees. Supplemental appropriations are made as required.

The Village is required to work with a balanced budget where estimated revenues equal estimated expenditures. Funds where estimated revenues are not equal to estimated expenditures are planned intentionally to utilize existing fund balance and take advantage of prior year surpluses.

The budget process begins in December, when the Village Manager and Finance Director distribute the budget calendar and instructions to Department Heads. Departmental requests are then reviewed at the staff level. The Village Manager and Finance Director then propose a balanced baseline budget and proposed new programs for consideration by the Finance and Policy Committee of the Village Board. The Committee then considers the proposed budget and approves final spending levels. The Committee formally considers the budget in April and conducts a Public Hearing to obtain taxpayer comments. The Committee then recommends final approval to the Village Board. The Village Board then approves the budget prior to April 30. The new budget takes effect May 1.

The level of budgetary control (i.e. the level at which expenditures cannot legally exceed the budgeted amount) is at the fund level. Budgetary control is maintained through a system of monthly revenue and expenditure reports, which are produced by the Finance Department and distributed to the Village Board, Village Manager and all department heads. The Village also utilizes an encumbrance system as a management control technique to assist in controlling expenditures. Under this procedure, encumbrances of government funds are reservations of fund balances and restrictions of net assets for the Proprietary Funds at year end. The Proprietary Funds are reported on a full accrual basis. All appropriations lapse at year end, and incomplete projects are usually reappropriated in the subsequent fiscal year.

APPROPRIATIONS

The Village of Addison follows these procedures in establishing its appropriations ordinance:

The Appropriations Ordinance is prepared in tentative form by the Finance Director in June, and is made available for public inspection at least ten days prior to final Board action. A public hearing is held on the tentative Appropriation Ordinance to obtain taxpayer comments.

By July 31st of each year the Finance Director must file a certified copy of the Appropriations Ordinance, along with an Estimate of Revenues, with DuPage County.

APPROPRIATIONS (Cont'd)

The Village Board of Trustees, by a two-thirds vote, may change or modify the Appropriations Ordinance. No revision of the ordinance shall be made increasing total fund expenditures in the event funds are not available to effectuate the purpose of the revision. The appropriations ordinance controls the legal spending limits for the Village.

All appropriations lapse at year end. Expenditures may not legally exceed appropriations (including all changes and modifications as discussed above) at the fund level.

PURCHASING

The Village of Addison uses a centralized purchasing system.

The procedure for purchasing is as follows:

A purchase requisition is entered into the computer system by a department when that department recognizes a need for goods or service. The requisition includes detailed information – vendor, description, part number, unit price, size and quantity.

Pending requisitions are generated by the end using or purchasing department and forwarded to Finance for funding confirmation.

Upon funding confirmation from Finance, the Purchasing department generates the purchase order and distributes copies to the Vendor, to the Finance department and two copies go to the originating department.

Upon receipt of the goods or services, the department signs and returns the designated copy of the purchase order to the Finance department, who enters into the computer that the order is complete, matches it with the invoice and payment is made.

Any purchase that exceeds $1,000 requires a solicitor form to be completed. The solicitor form contains three vendors solicited for the purchase, with the department head's recommendation of at least one responsible vendor for the goods being requisitioned. This form is forwarded to the Purchasing department and then on to Finance to be included with the invoice and payment documents.

The Village Manager is empowered to authorize contracts up to $10,000 and to approve contract change orders in amounts up to $5,000. Any changes in excess of $5,000 require Village Board approval. A formal sealed bid procedure is established for all purchases of capital equipment, or for multiple purchases of commodities or services exceeding $10,000 in a given fiscal year.

FINANCIAL AND MANAGEMENT POLICIES

(Cont'd)

DEBT SERVICE

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.

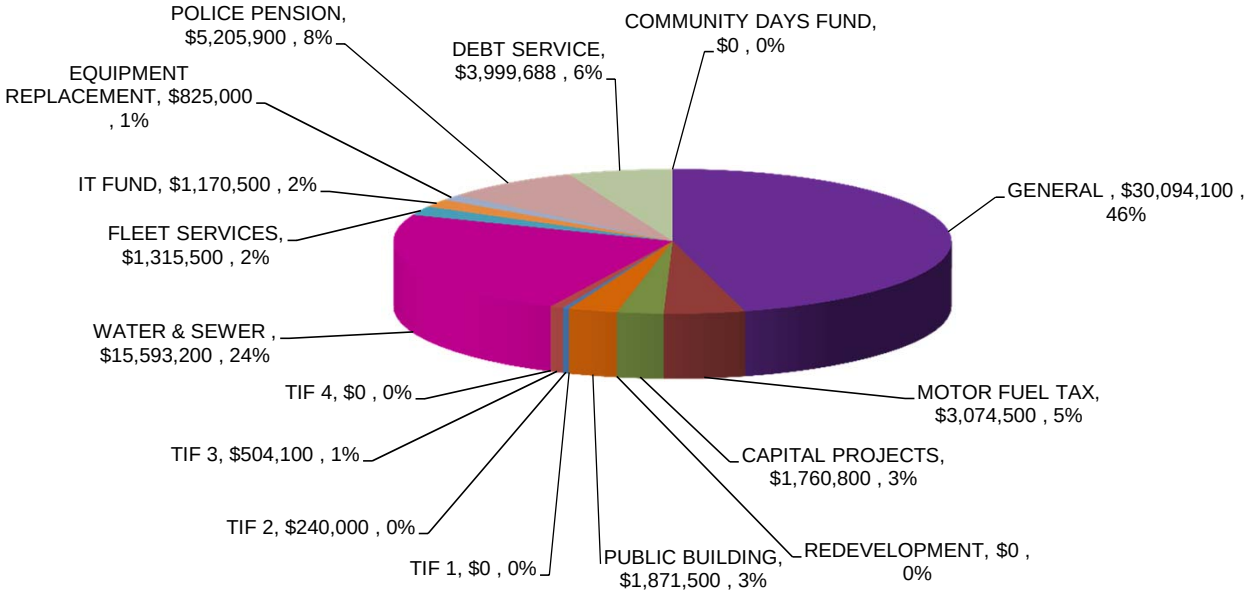
Through the application of these guidelines, the Village Board tests any demand for debt financing. Furthermore, the Village uses debt only to provide financing for essential and necessary capital projects.

The Village is very proud of their bond rating which has steadily improved over the last twelve years. The Village is currently rated AA+ by Fitch and AA by Standard & Poor's. Both rating agencies cited the steady growth in the Village's tax base, a solid track record of financial operations, and flexibility in raising supporting revenues. These bond ratings improve the marketability of future debt issuance and provide lower interest rate costs to the Village.

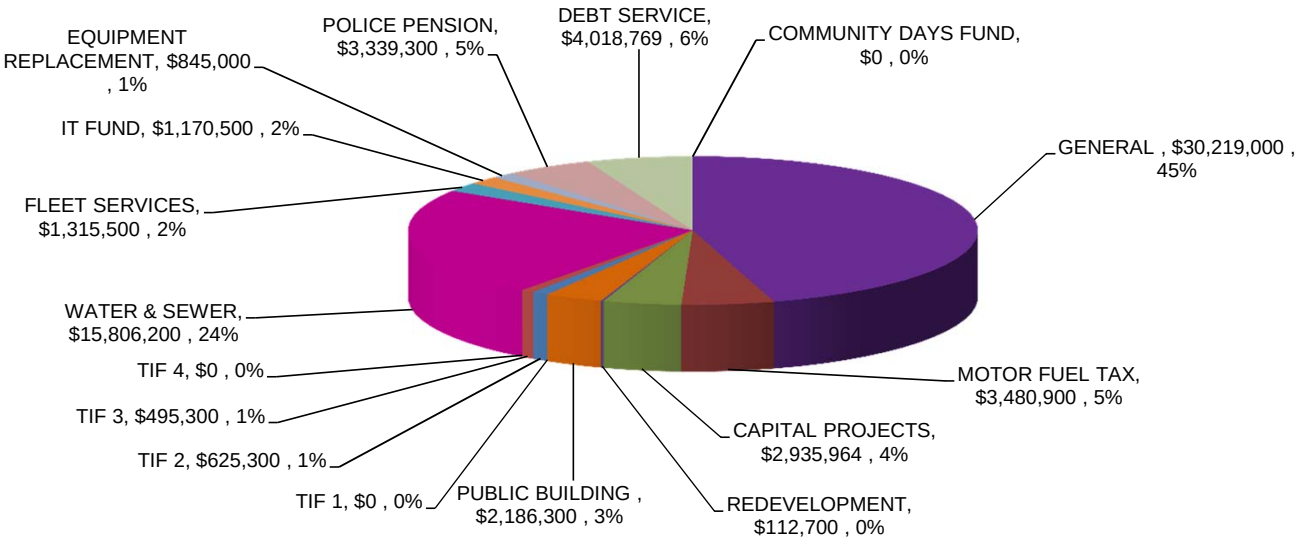
The Village issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have also been issued for general government activities. In addition, general obligation bonds have been issued to refund previously issued and outstanding general obligation bonds. General obligation bonds are direct obligations and pledge the full faith and credit of the Village. For additional information, see the "Capital Improvements Programs/Debt Service" and "Debt Service" sections of the budget.

The Village is a "home-rule" community and is presently not subject to debt limitations. The Village has maintained a conservative philosophy on issuance of debt to minimize the potential long-term effect on Village property taxes. We have generally relied on internal fiscal management and future planning to address capital needs. For further details on the Village's debt policies see the "Capital Improvements Programs/Debt Service" section of the budget.

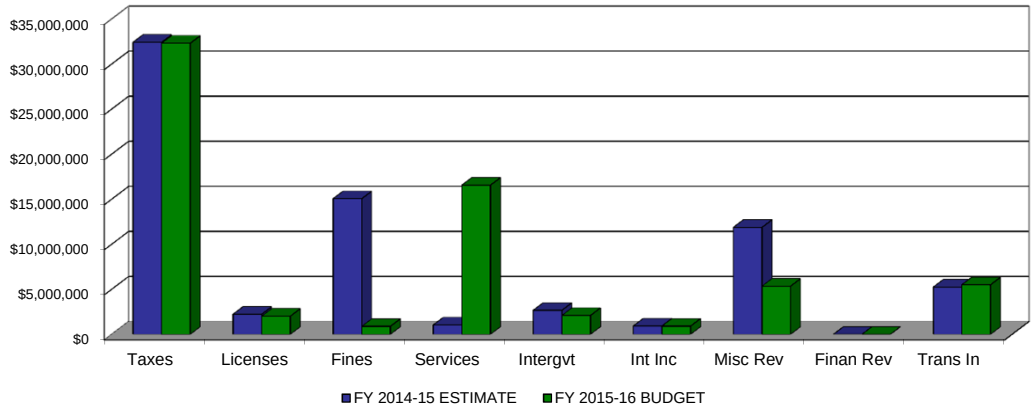
ALL FUNDS REVENUE
FY 2015-16 Budget



ALL FUNDS EXPENDITURES
FY 2015-16 Budget



WHERE THE MONEY COMES FROM
ALL FUND REVENUES
FY 2014-15 ESTIMATE vs. FY 2015-16 BUDGET

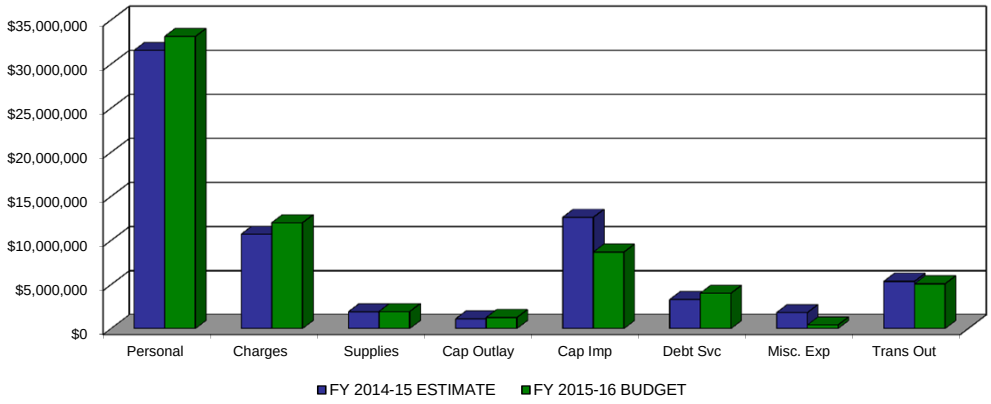


	FY 2013-14 ACTUAL	FY 2014-15 ESTIMATE	**FY 2015-16 BUDGET**	% CHANGE FY15 - FY16
Taxes	31,468,032	32,417,726	**32,312,988**	(0.32)%
Licenses, Permits & Fees	1,985,303	2,236,000	**2,017,100**	(9.79)%
Fines & Forefeits	1,098,524	15,061,600	**892,500**	(94.07)%
Charges for Services	14,488,525	1,038,500	**16,558,200**	1494.43%
Intergovernmental	344,700	2,672,221	**2,100,600**	(21.39)%
Interest Income	1,239,620	930,002	**915,700**	(1.54)%
Miscellaneous Revenue	6,399,720	11,874,123	**5,349,200**	(54.95)%
Financing Revenues	0	0	**0**	0.00%
Transfers In	5,759,314	5,249,030	**5,508,500**	4.94%
Total Revenue	62,783,738	71,479,202	**65,654,788**	(8.15)%

REVENUES BY FUND/SOURCE OF REVENUE

FY 2015-16 BUDGET	Taxes	Licenses, Permits & Fees	Fines & Forfeitures	Charges for Services	Intergov	Interest Income	Misc Revenues	Financing Revenues	Transfers In	Total
General	24,619,200	1,998,100	891,300	1,204,700	0	10,000	868,300	0	502,500	**30,094,100**
Water/Sewer	0	19,000	1,200	15,353,500	200,000	4,500	15,000	0	0	**15,593,200**
Fleet Services	0	0	0	0	0	0	0	0	1,315,500	**1,315,500**
Information Systems	0	0	0	0	0	0	0	0	1,170,500	**1,170,500**
Equipment Replacement	0	0	0	0	0	0	0	0	825,000	**825,000**
Debt Service	2,798,688	0	0	0	0	1,000	0	0	1,200,000	**3,999,688**
Capital Projects	0	0	0	0	1,600,600	200	160,000	0	0	**1,760,800**
Redevelopment	0	0	0	0	0	0	0	0	0	**0**
Public Building	1,871,500	0	0	0	0	0	0	0	0	**1,871,500**
TIF #1	0	0	0	0	0	0	0	0	0	**0**
TIF #2	240,000	0	0	0	0	0	0	0	0	**240,000**
TIF #3	9,100	0	0	0	0	0	0	0	495,000	**504,100**
TIF #4	0	0	0	0	0	0	0	0	0	**0**
Police Pension	0	0	0	0	0	900,000	4,305,900	0	0	**5,205,900**
Motor Fuel Tax	2,774,500	0	0	0	300,000	0	0	0	0	**3,074,500**
Community Days	0	0	0	0	0	0	0	0	0	**0**
	32,312,988	**2,017,100**	**892,500**	**16,558,200**	**2,100,600**	**915,700**	**5,349,200**	**0**	**5,508,500**	**65,654,788**

WHERE THE MONEY GOES
ALL FUND EXPENDITURES
FY 2014-15 ESTIMATE vs. FY 2015-16 BUDGET



	FY 2013-14 ACTUAL	FY 2014-15 ESTIMATE	**FY 2015-16 BUDGET**	% CHANGE FY15 - FY16
Personal Services	31,057,474	31,544,444	**33,127,300**	5.02%
Services & Charges	10,224,693	10,707,927	**12,010,600**	12.17%
Supplies & Materials	1,887,127	1,908,110	**1,939,500**	1.65%
Capital Outlay	1,288,409	1,105,945	**1,261,200**	14.04%
Capital Improvement Projects	6,301,980	12,625,632	**8,685,364**	(31.21)%
Debt Service	2,909,450	3,303,099	**4,018,769**	21.67%
Misc. Expenditures	614,984	1,830,703	**424,500**	-76.81%
Transfers Out	5,946,410	5,360,392	**5,083,500**	-5.17%
Total Expenditures	60,230,527	68,386,252	**66,550,733**	-2.68%

EXPENDITURES BY DEPARTMENT/SOURCE OF EXPENDITURE

FY 2015-16 BUDGET	Personal Services	Services & Charges	Supplies & Materials	Capital Outlay	Capital Imprv. Project	Debt Service	Misc Expenditure	Transfers Out	Total
General Fund									
Admin	834,600	568,200	6,000	0	0	0	0	152,100	**1,560,900**
Boards & Commissions	200	19,900	600	0	0	0	0	0	**20,700**
Finance	499,500	60,400	8,100	0	0	0	0	86,000	**654,000**
Community Relaltions	624,400	263,300	34,500	26,000	0	0	0	45,900	**994,100**
Building & Grounds	291,900	205,400	36,200	7,000	0	0	0	36,300	**576,800**
Police	13,679,500	401,000	166,800	23,000	0	0	0	1,319,500	**15,589,800**
HHRC	240,600	22,400	14,600	0	0	0	0	66,100	**343,700**
Consolidated Dispatch	2,092,500	56,800	20,100	0	0	0	0	43,000	**2,212,400**
Community Development	2,279,100	200,400	7,300	0	0	0	0	172,800	**2,659,600**
Electrical & Forestry	948,000	939,500	73,200	0	0	0	0	228,400	**2,189,100**
Street	1,259,100	122,000	606,400	0	0	0	0	535,700	**2,523,200**
General Ledger	0	477,200	0	0	0	0	417,500	0	**894,700**
Water & Sewer Fund									
Water	1,878,400	6,458,400	115,100	68,200	570,000	0	0	230,500	**9,320,600**
Sewer	1,372,600	342,600	55,900	100,000	80,000	0	0	278,400	**2,229,500**
Water Pollution Control	2,662,100	1,033,500	206,400	94,500	170,000	0	0	89,600	**4,256,100**
Fleet Services	649,500	84,700	554,600	0	0	0	0	26,700	**1,315,500**
Information Systems	573,500	465,800	33,700	97,500	0	0	0	0	**1,170,500**
Equipment Replacement	0	0	0	845,000	0	0	0	0	**845,000**
Debt Service	0	0	0	0	0	4,018,769	0	0	**4,018,769**
Capital Projects	0	500	0	0	2,935,464	0	0	0	**2,935,964**
Redevelopment	0	0	0	0	112,700	0	0	0	**112,700**
Public Building	0	0	0	0	416,300	0	0	1,770,000	**2,186,300**
TIF #1	0	0	0	0	0	0	0	0	**0**
TIF #2	0	200,300	0	0	425,000	0	0	0	**625,300**
TIF #3	0	300	0	0	495,000	0	0	0	**495,300**
TIF #4	0	0	0	0	0	0	0	0	**0**
Police Pension	3,241,800	88,000	0	0	0	0	7,000	2,500	**3,339,300**
Motor Fuel Tax	0	0	0	0	3,480,900	0	0	0	**3,480,900**
Community Days	0	0	0	0	0	0	0	0	**0**
	33,127,300	**12,010,600**	**1,939,500**	**1,261,200**	**8,685,364**	**4,018,769**	**424,500**	**5,083,500**	**66,550,733**

VILLAGE OF ADDISON
FUND BALANCE SUMMARY
FY 2015-16
(ESTIMATED)

FUND	BEGINNING FUND BALANCE 5/1/2015	2015-16 REVENUES	2015-16 EXPENDITURES	2015-16 SURPLUS/ (DEFICIT)	2015 -16 FUND BALANCE 4/30/2016
GENERAL FUND	8,804,967	30,094,100	30,219,000	(124,900)	8,680,067
WATER & SEWER FUND *	5,174,698	15,593,200	15,806,200	(213,000)	4,961,698
FLEET SERVICES	12,608	1,315,500	1,315,500	0	12,608
INFORMATION SYSTEMS	90,538	1,170,500	1,170,500	0	90,538
EQUIP REPL. FUND *	4,883,473	825,000	845,000	(20,000)	4,863,473
DEBT SERVICE	1,825,369	3,999,688	4,018,769	(19,081)	1,806,288
CAPITAL PROJECTS	1,280,538	1,760,800	2,935,964	(1,175,164)	105,374
REDEVELOPMENT FUND	112,700	0	112,700	(112,700)	0
PUBLIC BUILDING FUND	333,782	1,871,500	2,186,300	(314,800)	18,982
TIF # 1	0	0	0	0	0
TIF # 2	389,757	240,000	625,300	(385,300)	4,457
TIF # 3	148,197	504,100	495,300	8,800	156,997
TIF # 4	0	0	0	0	0
POLICE PENSION	39,888,197	5,205,900	3,339,300	1,866,600	41,754,797
MOTOR FUEL TAX	1,483,291	3,074,500	3,480,900	(406,400)	1,076,891
COMMUNITY DAYS FUND	6,407	0	0	0	6,407
TOTAL	64,434,522	65,654,788	66,550,733	(895,945)	63,538,577

NOTES

* The Water Sewer and Equipment Replacement Funds use Working Cash as the comparative.

1) The General Fund shows a $124,900 deficit or 0.4% of expenses to utilize surpluses in excess of required fund balance levels.
2) The Water & Sewer Fund shows a $213,000 deficit or 1.3% of expenses to utilize surpluses in excess of required fund balance levels.
3) The Equipment Replacement Fund shows a $20,000 deficit to utilize fund balances that have been accumulated for the future purchase of equipment.
4) The Debt Service Fund shows a $19,081 deficit to utilize fund balances that have been accumulated for the future payment of debt.
5) The Capital Projects Fund shows a $1,175,164 deficit to utilize FEMA monies that were received the prior year to purchase FEMA Flooding Buy out houses
6) The Redevelopment Fund shows a $112,700 deficit. Monies were transferred from the TIF #1 District when it was closed in FY2015 to cover the cost of remaining projects that were completed but have not been paid awating final bills from the State of Illinois.
7) The Public Building Fund shows a $314,800 deficit to utilize excess fund balance.
8) The TIF #2 Fund shows a planned deficit $385,300 to utilize fund balances that have been accumulated for projects that are planned,
9) The Motor Fuel Tax Fund shows a planned deficit of $406,400. This is primarily due to Federal funding for several road reconstruction projects. The timing of the grant requires the Village to match funding. Prior year surpluses will be utilized to offset the deficit.

VILLAGE OF ADDISON
ALL FUNDS THREE YEAR BUDGET SUMMARY

REVENUES	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
GENERAL FUND	25,886,644	28,210,059	27,949,500	29,610,600	**30,094,100**	31,069,600	31,821,300
WATER & SEWER FUND	14,338,140	14,300,503	20,223,000	20,898,400	**15,593,200**	16,083,600	16,618,600
FLEET SERVICES	1,412,409	1,524,691	1,430,300	1,535,200	**1,315,500**	1,427,400	1,458,700
INFORMATION TECHNOLOGY	995,279	1,167,129	1,144,300	1,251,100	**1,170,500**	1,280,100	1,322,300
EQUIP REPL. FUND	846,822	854,725	589,600	608,700	**825,000**	793,800	744,200
DEBT SERVICE	3,858,758	3,922,093	3,825,688	3,951,693	**3,999,688**	4,157,323	4,220,855
CAPITAL PROJECTS	20,855	48,651	4,300,000	2,667,199	**1,760,800**	320,000	160,000
REDEVELOPMENT FUND	856	2,829	0	118,430	**0**	0	0
PUBLIC BUILDING FUND	1,559,152	1,767,873	1,692,000	1,817,006	**1,871,500**	1,927,600	1,985,400
TIF #1	967,073	851,689	830,400	822,382	**0**	0	0
TIF #2	344,601	282,466	281,600	245,410	**240,000**	240,000	240,000
TIF #3	1,065,423	266,145	16,100	12,112	**504,100**	173,100	9,100
TIF #4	6	1	0	1	**0**	0	0
POLICE PENSION	5,175,262	6,579,974	4,682,300	4,743,523	**5,205,900**	5,354,000	5,508,900
MOTOR FUEL TAX	2,717,712	3,004,909	2,745,000	3,197,445	**3,074,500**	2,888,600	2,888,400
COMMUNITY DAYS FUND	6	1	0	1	**0**	0	0
TOTAL VILLAGE REVENUES	59,188,998	62,783,738	69,709,788	71,479,202	**65,654,788**	65,715,123	66,977,755

EXPENDITURES	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	2015-16 **BUDGET**	2016-17 BUDGET	2017-18 BUDGET
GENERAL FUND	26,220,249	28,461,678	28,220,500	28,673,806	**30,219,000**	31,505,900	32,516,000
WATER & SEWER FUND	13,367,374	15,682,941	19,811,200	20,633,067	**15,806,200**	16,036,700	16,862,600
FLEET SERVICES	1,408,894	1,582,252	1,430,300	1,430,100	**1,315,500**	1,427,400	1,458,700
INFORMATION TECHNOLOGY	1,029,973	1,145,252	1,144,300	1,251,100	**1,170,500**	1,280,100	1,322,300
EQUIP REPL. FUND	558,848	800,020	670,000	743,382	**845,000**	742,500	761,000
DEBT SERVICE	3,416,910	3,897,354	3,910,299	3,903,099	**4,018,769**	3,994,675	4,225,208
CAPITAL PROJECTS	10,753	37,967	4,295,500	1,449,402	**2,935,964**	1,425,600	0
REDEVELOPMENT FUND	954,253	0	0	0	**112,700**	0	0
PUBLIC BUILDING FUND	1,778,095	1,553,472	1,666,100	1,790,300	**2,186,300**	1,926,500	1,928,300
TIF #1	240	99,030	1,403,100	2,216,367	**0**	0	0
TIF #2	1,042,780	1,264,800	487,300	121,144	**625,300**	214,300	200,300
TIF #3	240	156,461	230,300	28,046	**495,300**	164,300	300
TIF #4	0	0	0	6,675	**0**	0	0
POLICE PENSION	2,626,772	2,887,616	2,950,168	3,360,664	**3,339,300**	3,436,600	3,536,800
MOTOR FUEL TAX	2,465,554	2,661,684	3,551,400	2,779,100	**3,480,900**	2,861,400	2,978,591
COMMUNITY DAYS FUND	0	0	0	0	**0**	0	0
TOTAL VILLAGE EXPENDITURES	54,880,935	60,230,527	69,770,467	68,386,252	**66,550,733**	65,015,975	65,790,099

MAJOR REVENUE AND FINANCING SOURCES

Notes

The two largest revenue sources (74.3%) for the Village in the FY 2015-2016 Budget are Taxes (49.2%) and Charges for Services (25.1%). The breakdown between funds is as follows:

TAXES	TOTAL	General	Debt Service	Public Building	TIF 2	TIF 3	Motor Fuel Tax
Sales & Sales Tax Increment	**25.2%**	16.8%	2.8%	2.8%			2.8%
Property Taxes	**13.0%**	11.2%	1.4%	0.0%	0.4%	0.0%	0.0%
Income Tax	**5.5%**	5.5%					
Telecommunications Tax	**1.5%**	1.5%					
Real Estate Transfer Tax	**0.5%**	0.5%					
Motor Fuel Tax	**1.4%**						1.4%
All Other Taxes	**2.1%**	2.1%	0.0%				
TOTAL	**49.2%**	**37.5%**	**4.2%**	**2.8%**	**0.4%**	**0.0%**	**4.1%**

CHARGES FOR SERVICES	TOTAL	General	Water & Sewer
User Revenue – Water	**13.4%**	-	13.4%
User Revenue – Sewer	**9.7%**	-	9.7%
All Other	**2.0%**	1.8%	0.2%
TOTAL	**25.1%**	**1.8%**	**23.3%**

Taxes

Sales Tax and Sales Tax Increment (home rule) revenues represent the largest single revenue source or about 36% of the Village's General Fund income. Items, except food and drugs, in Addison are subject to an 8.25% sales tax effective 1/1/12. 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	5.00%
Village	
Municipal Tax	1.00%
Home-Rule Tax	1.00%
DuPage County	.50%
DuPage Water Commission	.25%
Regional Transportation Authority	.50%
Total	8.25%

The State remits the taxes the second month after the due date. Example: January Sales Taxes are due by February 28. The State remits to local government the beginning of April.

Notes (Cont'd)

The municipal tax is credited to the General Fund. Home Rule sales taxes are used as follows:

Rate	Fund	Year	Reason
.25	Debt Service Fund	1995	To Fund a Redevelopment Bond Issue
.25	Public Building Fund	1997	To Fund Bond Issues for Village Building Construction
.25	General Fund	2003	Additional Operating Revenue
.25	Motor Fuel Tax	2012	To Fund Continuing Road Maintenance

Budget Assumptions – The Village anticipates a 3.0% increase in Sales tax in the FY 2016 budget over the projected FY 2015 results. The increase is primarily due to the completion of the Route 53 construction project. This 3-year project negatively impacted revenues as a big box store and a membership club are located in the middle of the construction zone.

Property Tax

Property tax receipts represent about 12.9% of the Village's total revenues. Addison has historically taken a conservative approach to this revenue source, understanding the negative impact high property taxes can have where incomes are fixed, or are temporarily lost or decreased.

The levy which corresponds to this budget was levied in December, 2014. Property owners will pay this tax in two installments, due June 1 and September 1, 2015. A breakdown of the Village's total tax levy is as follows:

	FINAL 2013 Levy for FY 15	Estimated 2014 Levy for FY 16	% Change
General Fund			
Corporate	$4,040,500	$4,033,000	(0.19)%
Police Pension	2,280,586	2,718,268	19.19%
Subtotal	6,321,086	6,751,268	6.81%
Debt Service	906,855	898,723	(0.90)%
Total Levy	$7,227,941	$ 7,649,991	5.84%
Equalized Assessed Val.	$ 960,651,383	$ 941,438,355	(2.00)%
Rate per $100 EAV	$ 0.7524	$ 0.8126	8.00%

Budget Assumptions – The 2014 tax levy, which will be received in FY 2015-16 was based on a projected decrease in EAV of 2.0%, and a total dollar increase of 5.8%. The total dollar increase is due to a 19.19% increase in the Police Pension Levy offset by a .19% decrease in the Corporate levy, and a .90% decrease in the levy for Debt Service. There is an extensive discussion of the property tax levy process in the General Fund section.

Income Tax

Income tax receipts represent approximately 12% of the Village's General Fund income. Local governments in Illinois receive a share of all state income tax receipts, allocated on a per capita basis to all municipalities. The State remits the taxes the second month after the due date. Example: January Income Taxes are due by February 28. The State remits to local government the beginning of April.

Budget Assumptions - To prepare the FY 2016 budget for income tax receipts, three key elements were assumed:

Population - Income tax receipts are distributed based on the Village's population. Addison's most recent population used by the State is 36,942. It is assumed that there will be no change in population.

Municipality's share of income tax receipts – Prior to January, 2011, municipalities were entitled to 1/10 of income tax receipts. Due to the State's financial distress, the State Legislature temporarily increased the income tax rates on both personal and corporate income. As part of that legislation, the municipal percentage was changed to "maintain" the same revenue streams the 1/10 previously provided. The increases expired January 1, 2015. Due to the State's continuing fiscal distress, negotiations on the State budget in Springfield could impact the municipal share of income tax receipts. It is doubtful any resolution will occur until the middle of 2015. The Village will closely monitor the situation in the interim.

State-wide change in income tax receipts - FY 2015 receipts are projected to be 2.4% higher than the original budget. We budgeted no increase in the FY 2016 revenues.

Telecommunications Tax

Due to deregulation of the telecommunications industry, the State of Illinois adopted Public Act 90-154, the Municipal Telecommunications Infrastructure Maintenance Fee Act. As a result of litigation, the Illinois General Assembly rewrote the State Statutes. As of January, 2003, all telecommunication providers were required to charge a 1% telecommunications fee. The Village has passed an additional 5% fee, bringing the total telecommunications tax in Addison to 6%. This fee is remitted to the state, which remits the funds to the municipalities after subtracting an administrative charge.

Budget Assumptions – The FY 2015-16 budget assumes a 17% decrease based upon trending. As more residents move to lower cost cell phone and internet based phone plans, we have seen a drop in these revenues.

Real Estate Transfer Tax

This tax is imposed on the privilege of transferring title to real estate within the corporate limits of the Village, at the rate of $2.50 for each $1,000.00 of value or fraction thereof. The liability for payment of the tax is borne by the grantee or purchaser of any deed subject to the tax. The

Notes (Cont'd)

Real Estate Transfer Tax (Cont'd)

Village takes a conservative approach to budgeting these revenues, as they can fluctuate with local housing trends.

Budget Assumptions: The FY 2015-16 budget remained flat from current year estimated receipts. Although we are seeing an uptick in foreclosure and sheriff sales, those transactions do not have to pay the transfer tax.

Motor Fuel Tax

This tax is collected by the State and shared with local governments to be used for the construction/maintenance of highways. All municipal funds are distributed based on population. Motor Fuel Taxes are remitted the month received by the State.

Budget Assumptions: Due to the fluctuation in oil prices and consumption, the Village has taken a conservative approach and maintained a flat budget for these revenues.

CHARGES FOR SERVICES

Water and Sewer Fees

Water and sewer user fees represent approximately 23.4% of the Village's revenue. The Village bills water and sewer usage on a bi-monthly basis, billing approximately half the Village each month.

The Village recognizes the impact a rate increase has on their customers and has raised rates only when necessary. Although the Village passes a multi-year rate plan, any unforeseen changes in rates from the DuPage Water Commission (DPWC) have to be passed on. These changes have not only included rate increases, but in FY 2006-2008, rate decreases. The City of Chicago announced in 2011 they would be increasing their rate to the DPWC by 90% over four years. The first rate increase, 25%, became effective January 1, 2012, with the final increase on January 1, 2015. The DPWC has notified its members that their FY 2016 budget includes a rate decrease of $0.10 per thousand gallons (thg) of usage. In addition, equipment and infrastructure repairs/replacements come with a high price tag. In order to maintain the proper fund balance and keep the equipment and infrastructure up to date, a four-year plan was adopted in FY 2015 that not only includes the decrease from DPWC, but a nominal 3% increase to cover increases in operations and capital expenditures. This is discussed in greater detail in the water/sewer section. The current budget includes both the rate decrease in the cost of water from DPWC and the increase in water rates to our customers.

Budget Assumptions – The User Revenues for Water and Sewer were calculated assuming no change in pumpage, with 87% of the pumpage being billed at the rates established by the recently passed three-year plan. The difference between pumpage and billing is due to infrastructure leakage and unmetered use, such as hydrant flushing.

Information on the smaller revenues is located in each fund section.

MAJOR EXPENDITURES

Notes

The largest use of funds is for Personal Services (50%), Services and Charges (18%), Debt Service (6%), and Capital Projects (13%).

PERSONAL SERVICES

The Police Department accounts for 48% of all personal services costs. The Police Department is a CALEA certified department and is very active in the community with various outreach programs. Programs include DARE, which focuses on youth; Community Emergency Response Team, which is open to all residents of the Village; and the Senior Citizens Police Academy. The Police Department opened the Henry Hyde Resource Center in FY 2008. In FY 2012, the Consolidated Dispatch Center Department was created to account for dispatch services. The Center provides dispatch services for the Village of Bensenville and the Village of Bloomingdale. The Center has the capacity to add 2-3 additional jurisdictions and charge a fee for the services.

The Water and Sewer Fund accounts for 18% of all personal services costs. The personnel in the Water and Sewer Fund maintain the quality and distribution of potable water to the residents. In addition, they staff the treatment plant which treats sewer discharges. Environmental Services staff ensures that the levels of discharge from the commercial and industrial customers are within the EPA required levels.

SERVICES AND CHARGES

Water and Sewer accounts for 65% of services and charges. This is primarily due to the cost of water from the DuPage Water Commission and the utility costs in running the pumps and equipment at not only the wells but at the treatment facilities as well.

CAPITAL IMPROVEMENT PROJECTS

Capital Improvements account for 13% of all expenditures within the Village. The annual road improvement program which includes reconstruction and resurfacing of additional roads accounts for 47% of all capital. Replacement and maintenance of equipment in the Water and Sewer Fund account for 31% of all capital. The Village has received grants to purchase properties that were damaged in the 2008 and 2010 floods. This program accounts for 22% of the total Capital Improvements budgeted.

DEBT SERVICE

Debt Service payments are 6% of Village wide expenditures. Of the $4,018,769 needed for debt payments, $897,188 (22%) is paid with property taxes; the remaining $3,121,581 (78%) is paid with Home Rule Sales Tax Increment monies.

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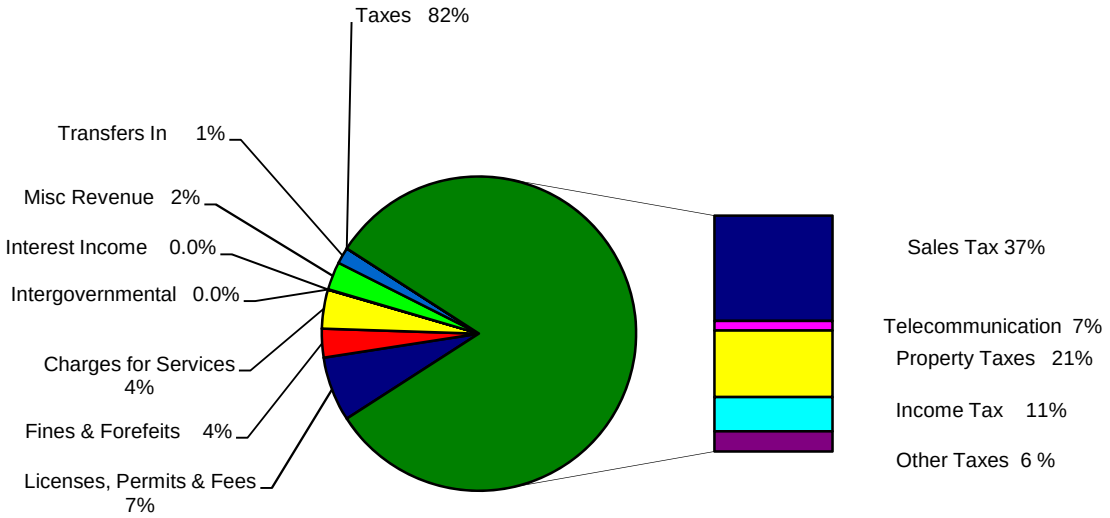
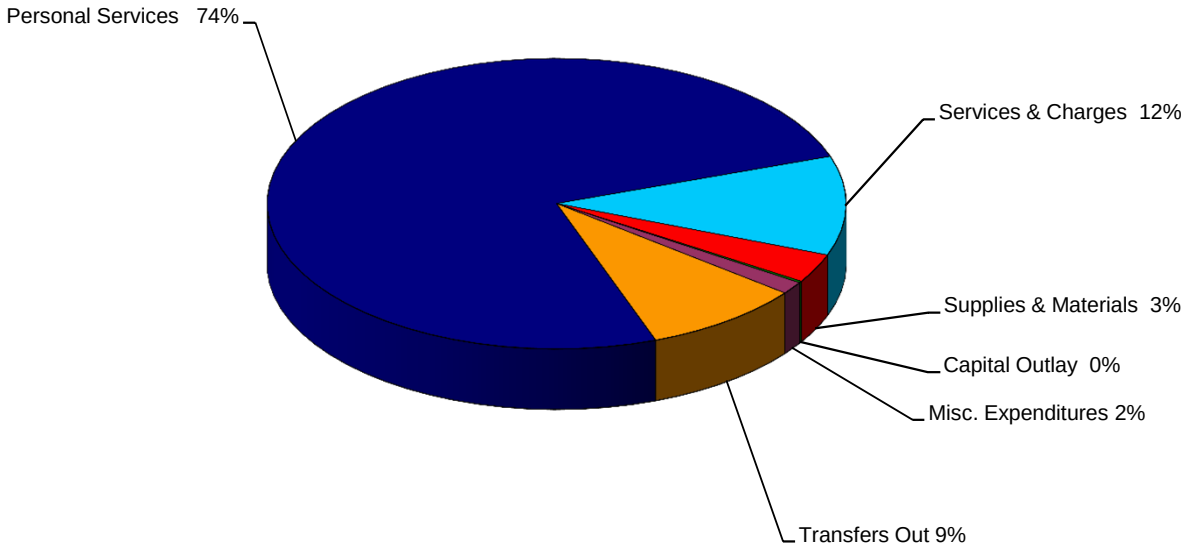
WHERE THE MONEY COMES FROM
GENERAL FUND REVENUES
2015-2016 FISCAL YEAR



	FY 2013-14 ACTUAL	FY 2014-15 ESTIMATE	**FY 2015-16 BUDGET**	PERCENTAGE CHANGE FY15 - FY16
Taxes	22,831,177	23,896,100	**24,619,200**	3.03%
Licenses, Permits & Fees	1,945,775	2,093,000	**1,998,100**	(4.53)%
Fines & Forefeits	1,098,524	903,500	**891,300**	(1.35)%
Charges for Services	925,813	933,700	**1,204,700**	29.02%
Intergovernmental	292,000	170,900	**0**	na
Interest Income	14,469	10,300	**10,000**	(2.91)%
Financing Revenue	0	0	**0**	0.00%
Miscellaneous Revenue	799,801	930,600	**868,300**	(6.69)%
Transfers In	302,500	672,500	**502,500**	(25.28)%
Total Revenue	28,210,059	29,610,600	**30,094,100**	1.63%

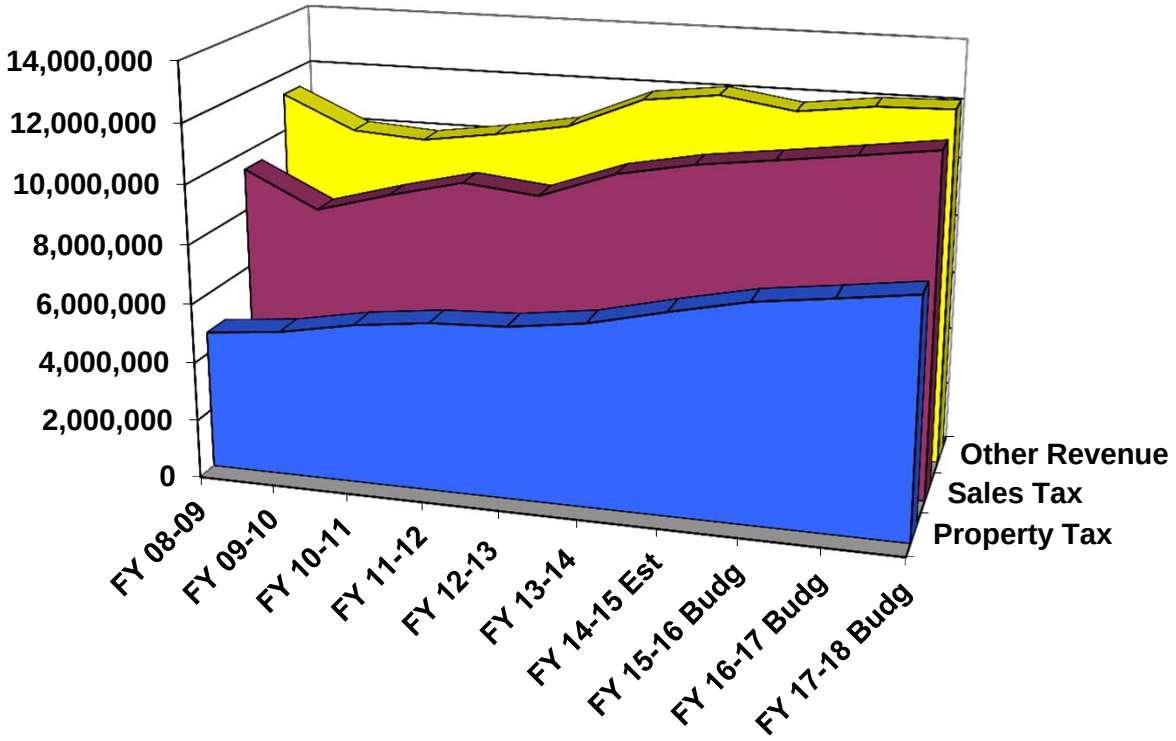
WHERE THE MONEY GOES
GENERAL FUND EXPENDITURES
2015-2016 FISCAL YEAR



	FY 2013-14 ACTUAL	FY 2014-15 ESTIMATE	**FY 2015-16 BUDGET**	PERCENTAGE CHANGE FY15 - FY16
Personal Services	21,181,752	21,361,448	**22,749,400**	6.50%
Services & Charges	3,268,056	3,339,960	**3,336,500**	(0.10)%
Supplies & Materials	735,166	841,510	**973,800**	15.72%
Capital Outlay	129,335	42,600	**56,000**	31.46%
Misc. Expenditures	606,149	430,500	**417,500**	0.00%
Transfers Out	2,541,220	2,657,788	**2,685,800**	1.05%
Total Expenditures	28,461,678	28,673,806	**30,219,000**	5.39%

GENERAL FUND REVENUES

PROPERTY TAX, SALES TAX
AND
OTHER GENERAL FUND REVENUE



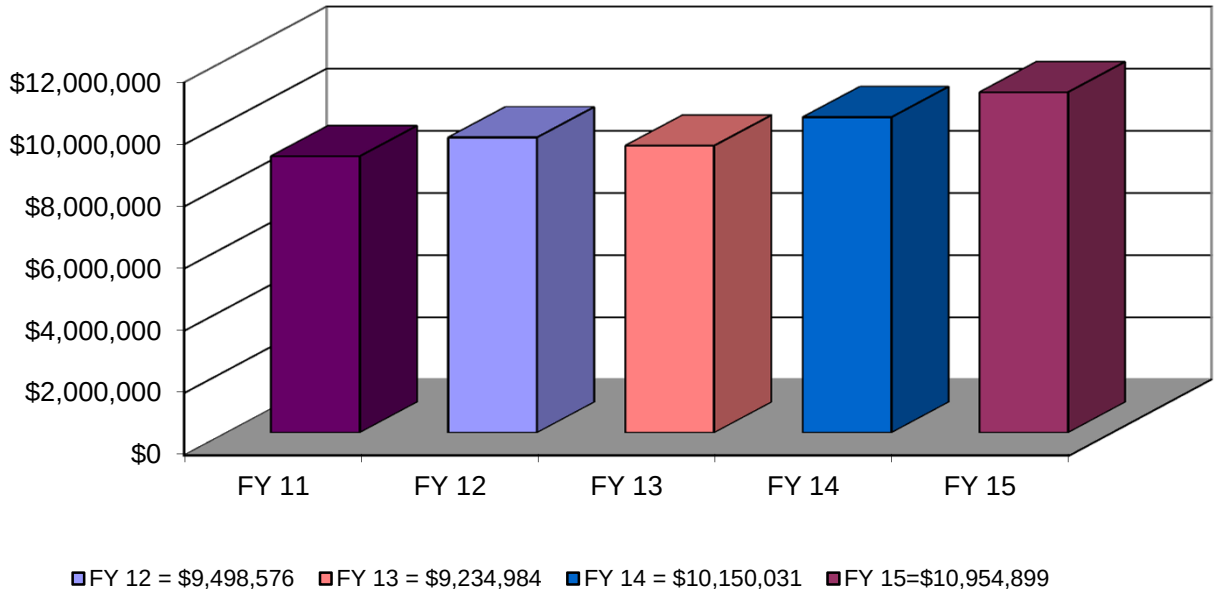
	Property Tax	Sales Tax	Other Revenue	Total Revenue
FY 08-09	4,722,823	9,414,590	11,280,223	25,417,636
FY 09-10	4,976,960	8,198,886	10,155,945	23,331,791
FY 10-11	5,446,173	8,892,093	9,989,586	24,327,852
FY 11-12	5,748,435	9,498,576	10,350,129	25,597,140
FY 12-13	5,859,756	9,234,981	10,791,907	25,886,644
FY 13-14	6,204,367	10,150,781	11,854,911	28,210,059
FY 14-15 Est	6,808,500	10,635,800	12,166,300	29,610,600
FY 15-16 Budg	7,360,400	10,954,900	11,778,800	30,094,100
FY 16-17 Budg	7,693,300	11,283,500	12,092,800	31,069,600
FY 17-18 Budg	8,042,100	11,622,000	12,157,200	31,821,300

GENERAL FUND
SALES TAX & HOME RULE INCREMENT

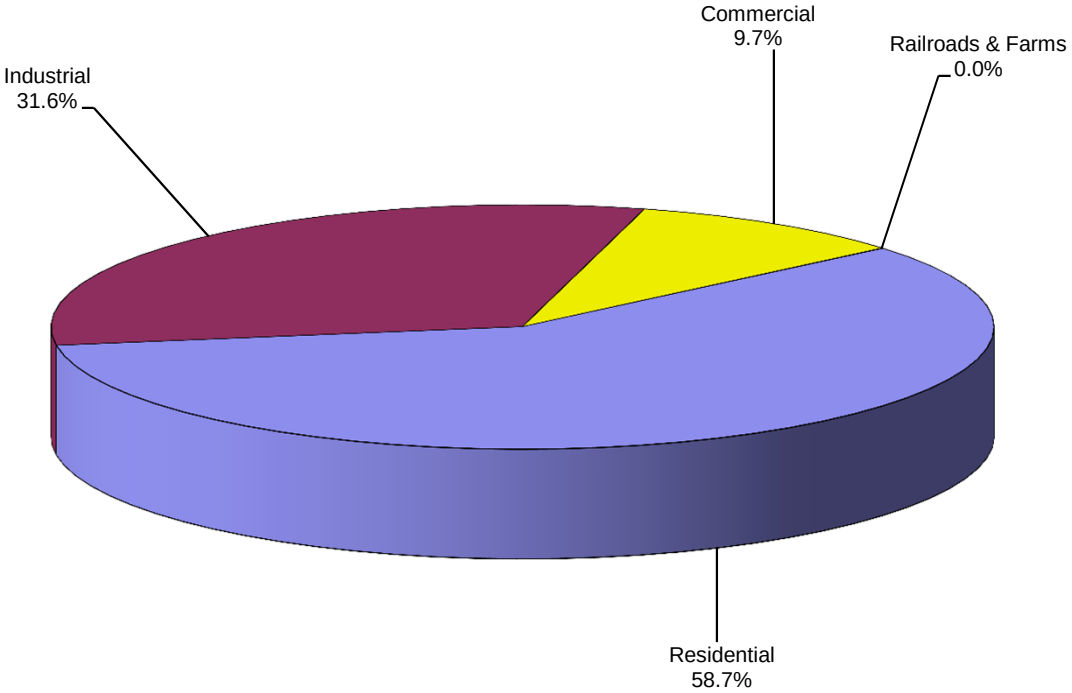
LIABILITY MONTH	RECEIPT MONTH	FY 2011 Actual	FY 2011 % Change Over Last FY	FY 2012 Actual	FY 2012 % Change Over Last FY	FY 2013 Actual	FY 2013 % Change Over Last FY	FY 2014 Actual	FY 2014 % Change Over Last FY	FY 2015 Actual**	FY 2015 % Change Over Last FY
MAY	AUG	716,904	2.77%	799,525	11.52%	808,831	1.16%	820,213	1.41%	905,503	10.40%
JUNE	SEPT	805,640	11.60%	818,154	1.55%	786,631	-3.85%	763,764	-2.91%	798,069	4.49%
JULY	OCT	736,749	7.66%	824,909	11.97%	782,848	-5.10%	764,597	-2.33%	901,141	17.86%
AUG	NOV	709,607	5.06%	871,146	22.76%	847,349	-2.73%	1,361,762 ^	60.71%	900,574	-33.87%
SEPT	DEC	726,627	2.20%	812,352	11.80%	761,304	-6.28%	758,635	-0.35%	880,728	16.09%
OCT	JAN	762,052	8.60%	785,114	3.03%	811,805	3.40%	817,023	0.64%	901,538	10.34%
NOV	FEB	737,766	8.40%	810,088	9.80%	779,290	-3.80%	772,155	-0.92%	865,846	12.13%
DEC	MAR	863,531	16.98%	834,344	-3.38%	801,305	-3.96%	898,429	12.12%	946,539	5.35%
JAN	APRIL	658,405	12.66%	718,593	9.14%	667,092	-7.17%	782,637	17.32%	944,500	20.68%
FEB	MAY	626,544	2.75%	701,645	11.99%	674,680	-3.84%	714,688	5.93%	862,500	20.68%
MAR	JUNE	772,394	10.92%	772,094	-0.04%	756,293	-2.05%	844,899	11.72%	1,019,700	20.69%
APRIL	JULY	775,874	11.21%	750,612	-3.26%	757,556	0.93%	851,979	12.46%	1,028,261	20.69%
TOTAL SALES TAX		8,892,093	8.45%	9,498,576	6.82%	9,234,984	-2.78%	10,150,781	9.92%	10,954,899	7.92%

** The last four months of FY 2015 are estimated based on current trending.

^ A one time increase of $483,230 is the result of a State audit that is not anticipated to reoccur.



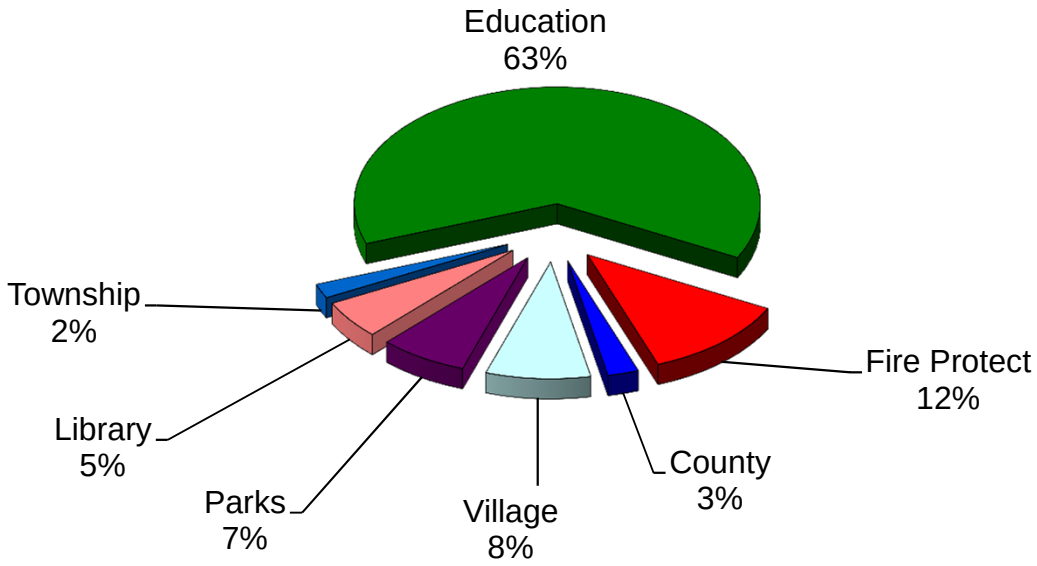
EQUALIZED ASSESSED VALUATION BREAKDOWN BY TYPE OF PROPERTY 2013 VALUATION



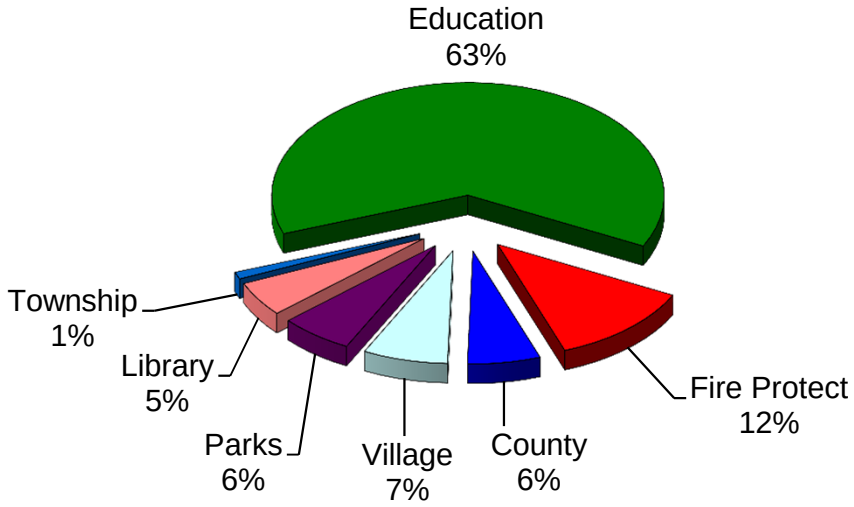
	2013 EAV	% of Total
Residential	563,562,939	58.7%
Industrial	303,834,390	31.6%
Commercial	92,776,816	9.7%
Railroads & Farms	477,238	0.0%
	960,651,383	100.0%

PROPERTY TAXES
WHERE DO THEY GO?

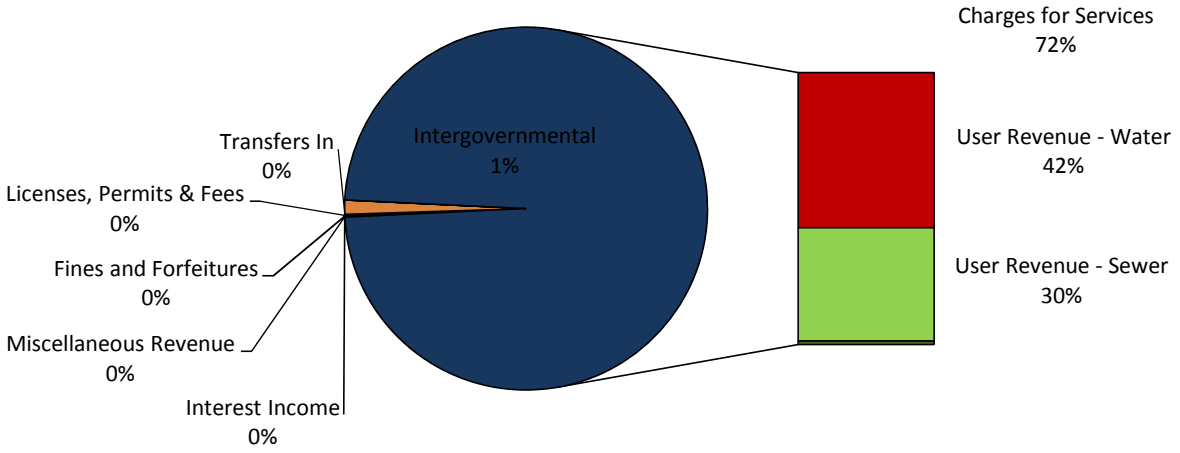
2013 TAX BILL



2003 TAX BILL



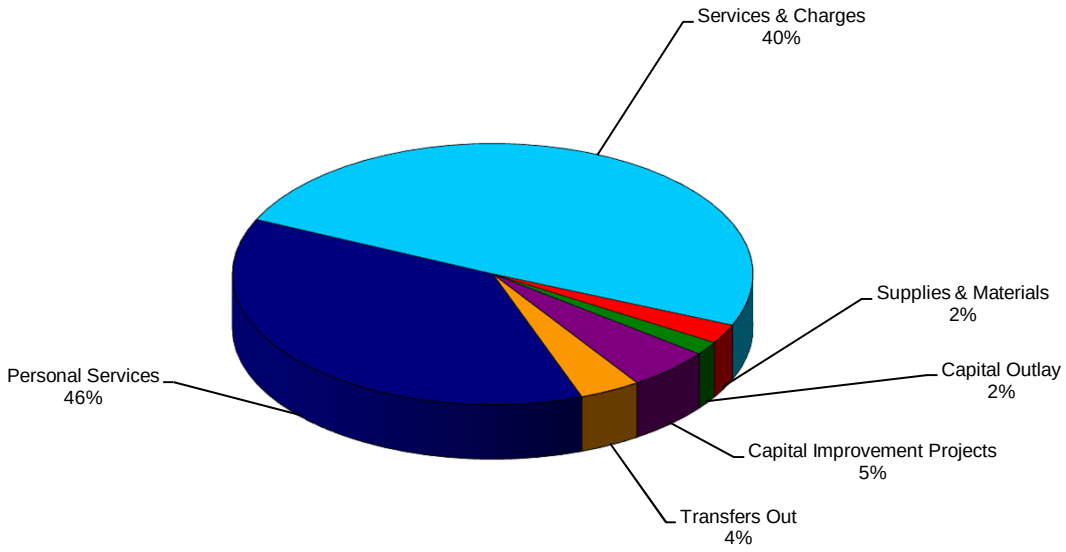
WHERE THE MONEY COMES FROM
ENTERPRISE FUND REVENUES
2015-2016 FISCAL YEAR



	2013-14 ACTUAL	2014-15 ESTIMATE	**2015-16 BUDGET**	% CHANGE FY15- FY16
Licenses, Permits & Fees	39,528	143,000	**19,000**	(86.71%)
Fines and Forefeitures	0	0	**1,200**	100.00%
Charges for Services	13,418,638	14,158,100	**15,353,500**	8.44%
Intergovernmental	0	0	**200,000**	0.00%
Interest Income	9,452	6,000	**4,500**	(25.00%)
Miscellaneous Revenue	32,076	6,591,300	**15,000**	(99.77%)
Transfers In	800,809	0	**0**	0.00%
Total Revenue	14,300,503	20,898,400	**15,593,200**	(25.39%)

The increase in Miscellaneous Revenue in the 2013-2014 Actual and the 2014-15 Estimate is due to the proceeds of an IEPA Loan for infrastructure improvements.

WHERE THE MONEY GOES
ENTERPRISE FUND EXPENSES
2015-2016 FISCAL YEAR



	2013-14 ACTUAL	2014-15 ESTIMATE	**2015-16 BUDGET**	% CHANGE FY15- FY16
Personal Services	5,928,495	5,700,300	**5,913,100**	3.73%
Services & Charges	6,241,076	6,796,761	**7,834,500**	15.27%
Supplies & Materials	369,092	403,300	**377,400**	(6.42%)
Capital Outlay	102,291	35,063	**262,700**	649.22%
Capital Improvement Projects	2,408,673	7,113,339	**820,000**	(88.47%)
Transfers Out	633,314	584,304	**598,500**	2.43%
Total Expenses	15,682,941	20,633,067	**15,806,200**	(23.39%)

The increase in Capital Improvement Projects in the 2013-2014 Actual and the 2014-15 Estimate is due to the infrastructure improvements associated with the proceeds of an IEPA Loan.

ALL FUNDS REVENUES & EXPENDITURE SUMMARY
EXCLUDING INTERFUND TRANSFERS

FY 2015-16 BUDGET

REVENUES

FUND	TOTAL	GENERAL	WATER SEWER	FLEET SERVICES	INFORMATION TECHNOLOGY	EQUIP. REPL.	DEBT SERVICE	CAPITAL PROJ.	REDEVEL
BEGINNING REVENUES	$65,654,788	$30,094,100	$15,593,200	$1,315,500	$1,170,500	$825,000	$3,999,688	$1,760,800	$0
TO/FROM:									
General	(2,685,800)			(1,043,200)	(1,036,800)	(605,800)			
Water/Sewer	(598,500)			(272,300)	(109,100)	(217,100)			
Fleet Services	(26,700)				(24,600)	(2,100)			
Inform. Systems	0								
Equip. Repl.	0								
Debt Service	0								
Capital Projects	0								
Redevelopment	0								
Public Building Fund	(1,770,000)	(500,000)					(1,200,000)		
TIF 1	0								
TIF 2	(425,000)								
TIF 3	0								
TIF 4	0								
Police Pension	(2,500)	(2,500)							
Motor Fuel Tax	0								
Community Days	0								
TOTAL TRANSFERS	(5,508,500)	(502,500)	0	(1,315,500)	(1,170,500)	(825,000)	(1,200,000)	0	0
TOTAL REVENUES	**$60,146,288**	**$29,591,600**	**$15,593,200**	**$0**	**$0**	**$0**	**$2,799,688**	**$1,760,800**	**$0**

EXPENDITURES

FUND	TOTAL	GENERAL	WATER SEWER	FLEET SERVICES	INFORMATION TECHNOLOGY	EQUIP. REPL.	DEBT SERVICE	CAPITAL PROJ.	REDEVEL
BEGINNING EXPENDITURES	$66,550,733	$30,219,000	$15,806,200	$1,315,500	$1,170,500	$845,000	$4,018,769	$2,935,964	$112,700
FROM/TO:									
General	(502,500)								
Water/Sewer	0								
Fleet Services	(1,315,500)	(1,043,200)	(272,300)						
Inform. Systems	(1,170,500)	(1,036,800)	(109,100)	(24,600)					
Equip. Repl.	(825,000)	(605,800)	(217,100)	(2,100)					
Debt Service	(1,200,000)								
Capital Projects	0								
Redevelopment	0								
Public Building Fund	0								
TIF 1	0								
TIF 2	0								
TIF 3	(495,000)								
TIF 4	0								
Police Pension	0								
Motor Fuel Tax	0								
Community Days	0								
TOTAL TRANSFERS	(5,508,500)	(2,685,800)	(598,500)	(26,700)	0	0	0	0	0
TOTAL EXPENDITURES	**$61,042,233**	**$27,533,200**	**$15,207,700**	**$1,288,800**	**$1,170,500**	**$845,000**	**$4,018,769**	**$2,935,964**	**$112,700**

Note: The budget, excluding interfund transfers, shows fund revenues and expenses without the "double-counting" effect of interfund activity. This helps show whether a fund is self supporting or dependent on transfers from other funds.

ALL FUNDS REVENUES & EXPENDITURE SUMMARY
EXCLUDING INTERFUND TRANSFERS

FY 2015-16 BUDGET

REVENUES

PUBLIC BLDG	TIF 1	TIF 2	TIF 3	TIF 4	POLICE PENSION	MFT	COMM. DAYS	FUND
$1,871,500	$0	$240,000	$504,100	$0	$5,205,900	$3,074,500	$0	**BEGINNING REVENUES**
								TO/FROM:
								General
								Water/Sewer
								Fleet Services
								Inform. Systems
								Equip. Repl.
								Debt Service
								Capital Projects
								Redevelopment
			(70,000)					Public Building Fund
								TIF 1
			(425,000)					TIF 2
								TIF 3
								TIF 4
								Police Pension
								Motor Fuel Tax
								Community Days
0	0	0	(495,000)	0	0	0	0	TOTAL TRANSFERS
$1,871,500	**$0**	**$240,000**	**$9,100**	**$0**	**$5,205,900**	**$3,074,500**	**$0**	**TOTAL REVENUES**

EXPENDITURES

PUBLIC BLDG	TIF 1	TIF 2	TIF 3	TIF 4	POLICE PENSION	MFT	COMM. DAYS	FUND
$2,186,300	$0	$625,300	$495,300	$0	$3,339,300	$3,480,900	$0	**BEGINNING EXPENDITURES**
								FROM/TO:
(500,000)					(2,500)			General
								Water/Sewer
								Fleet Services
								Inform. Systems
								Equip. Repl.
(1,200,000)								Debt Service
								Capital Projects
								Redevelopment
								Public Building Fund
								TIF 1
								TIF 2
(70,000)		(425,000)						TIF 3
								TIF 4
								Police Pension
								Motor Fuel Tax
								Community Days
(1,770,000)	0	(425,000)	0	0	(2,500)	0	0	TOTAL TRANSFERS
$416,300	**$0**	**$200,300**	**$495,300**	**$0**	**$3,336,800**	**$3,480,900**	**$0**	**TOTAL EXPENDITURES**

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VILLAGE OF ADDISON

CAPITAL IMPROVEMENTS PROGRAM SUMMARY

The Village of Addison annually prepares 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 $25,000 which also 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 2015-16.

CAPITAL SPENDING

Land/Building	$3,506,764
Street	3,515,300
Water System	599,600
Sanitary/Storm Sewers	80,000
Water Pollution Control	170,000
Miscellaneous	543,700
TOTAL	$8,415,364

FUND (DEPARTMENT)

Motor Fuel Tax (Community Development)	$3,480,900
Capital Projects (Community Development, Police)	2,935,464
Redevelopment (Public Works)	112,700
Public Building (Public Works, Bld. & Grnds., Police, Com. Rel.)	526,300
TIF # 1	0
TIF # 2	0
TIF # 3 (Public Works)	495,000
Fleet Services	0
Information Technology	45,000
Water & Sewer (Public Works & Environmental Services)	820,000
TOTAL	$8,415,364

The following pages present a five-year summary of CIP projects and funding sources.

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

ACCT NO.	CAPITAL SPENDING	FUND	2013-14 ACTUAL	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 PROJ	2017-18 PROJ	2018-19 PROJ
	LAND/BUILDINGS							
4404	PUBLIC WORKS FACILITY	PUB BLDG	0	0	**155,000** a,t	40,000 a,t	0	0
4405	VILLAGE HALL/POLICE FACILITY	"	43,987 a,t	238,000 a,t	**367,200** a,t	116,400 a,t	11,000 a,t	0
4450	DRISCOLL PROPERTY	"	9,485 t	137,400 t	**0**	0	0	0
4413	HISTORICAL BUILDINGS	"	0	44,900 a,t	**32,400** t	0	0	0
4537	SEWER & WASTEWATER FACILITIES	"	0	0	**16,700** t	10,100 t	17,300 t	0
4306	LAND ACQUISITION	TIF2	982,580 a	0	**0**	0	0	0
4307	PARK PURCHASE AND DEVELOPMENT	"	15,000 a	119,194 a	**0**	0	0	0
4404	ACDC EXPANSION	CAP PROJ	0	0	**160,000** a	1,425,600 a	0	0
4572	FEMA & STATE BUYOUTS - 2008	"	7,000 c1,2	1,397,536 c1,2	**1,913,964** c1,2	0	0	0
4584	FEMA & STATE BUYOUTS - 2010	"	0	0	**861,500** c1,2	0	0	0
4539	IEPA LOAN INFRASTRUCTURE	WPC	1,173,149 b	6,588,800 b	**0** b	0	0	0
4594	WPC - RE-ROOF/REPAIR BUILDINGS	"	115,720 a	0	**0**	0	0	0
4404	PW DRIVEWAY OVERLAY	MFT	32,070 a	0	**0**	0	0	0
	SUBTOTAL		2,378,991	8,525,830	**3,506,764**	1,592,100	28,300	0
	STREETS							
4401	STREET MAINT. PROGRAM	MFT	1,907,754 a,m	1,798,100 a,m	**2,669,300** a,m	2,500,000 a,m	2,401,391 a,m	2,500,000 a,m
4414	ADDISON RD - RESURF	"	1,598 a,m	0	**0**	0	0	0
4415	MILL RD: LAKE - ARMY TRAIL	"	0	0	**29,500** a,m	0	0	0
4416	SWIFT ROAD RESURFACING	"	153,861 a,m	239,000 a,m	**79,000** a,m	0	0	0
4416	SWIFT ROAD - PHASE II	"	0	377,500	**107,500**	109,000	0	0
4420	FULLERTON INTERSECTION/SIGNAL	"	388,851 a,m	0	**0**	0	0	0
4425	GRACE ST - RESURF	"	(4,966) a,m	0	**0**	0	0	0
4426	ROUTE 53 RESUFACE/EXPAND	"	0	0	**0**	0	342,200 a,m	0
4429	IOWA - RESURFACING	"	0	0	**116,000**	0	0	0
4429	VILLAGE ALLEYS	"	0	0	**70,600**	0	0	0
4459	MFT SIDEWALK PROGRAM	"	47,139 a,t	54,100 a,t	**85,000** a,t	85,000 a,t	85,000 a,t	85,000 a,t
4479	SIDEWALK PROGRAM	"	131,929 a,t	87,900 a,t	**100,000** a,t	100,000 a,t	100,000 a,t	100,000 a,t
4573	ARDMORE	"	0	0	**174,000** a,m	17,400 a,m	0	0
4574	WEST GRAUES LAKE TERRACE RESURFACE	"	0	209,100 a,m, t	**0**	0	0	0
4575	ADA SIDEWALK COMPIANCE	"	0	13,400 a,t	**50,000** a,t	50,000 a,t	50,000 a,t	50,000 a,t
4575	ADA SIDEWALK COMPIANCE	CAP PROJS	50,000 a	0	**0**	0	0	0
4429	ARMY AT/AND MILL	REDEV	0	0	**34,400** a	0	0	0
	SUBTOTAL		2,676,166	2,779,100	**3,515,300**	2,861,400	2,978,591	2,735,000
	WATER SYSTEM							
4414	ADDISON ROAD RESURFACE	WATER	47,186 a	0	**0**	0	0	0
4425	GRACE ST - RESURF	"	444,210 a	0	**0**	0	0	0
4426	RT 53: ARMY-LAKE	"	0	0	**0**	0	510,800 a	0
4503	WATERMAIN REPLACEMENT:	"	0	106,753 a	**450,000** a	0	0	0
4506	SCADA SYSTEM UPGRADE	"	626 a	0	**0**	0	0	0
4509	WATER TOWER WORK/PAINT	"	249,148 a	193,586 a	**0**	0	0	0
4513	FULLERTON BOOSTER STATION	"	0	0	**0**	73,700 a	0	0
4514	CONTROL PANELS	"	0	24,500 a	**0**	0	0	0
4519	AUTOMATIC RADIO READ SYSTEM	"	23 a	199,700 a	**120,000** a	120,000 a	120,000 a	0
4525	FULLERTON AVE WATERMAIN REPL.	"	200,000 a	0	**0**	0	0	0
4429	ARMY TRAIL AT/AND MILL RD	REDEV	0	0	**29,600** a	0	0	0
	SUBTOTAL		941,193 **0**	524,539 0	**599,600** 0	193,700 0	630,800 0	0
	SEWER SYSTEM							
4543	SEWER EXTENSIONS-HARVARD	SEWER	0	0	**35,000** a	0	0	0
4551	REBUILD MOTORS/PUMPS-DAPS	"	0	0	**45,000** a	0	45,000 a	0
	SUBTOTAL		0	0	**80,000**	0	45,000	0
	WATER POLLUTION CONTROL							
4569	REPLACE STANDBY FEED - NTP	WPC	0	0	**135,000** a	0	0	0
4570	EXCESS FLOW LIFT STATION	"	79,000 a	0	**0**	0	0	0
4587	ANAEROBIC DIGESTER CLEANING	"	99,611 a	0	**0**	104,700 a	0	0
4589	AERATION SYSTEM SHEATH	"	0	0	**0**	0	35,000 a	0
4595	AIR MAIN REPAIR	"	0	0	**35,000** a	0	0	0
	SUBTOTAL		178,611 0	0 0	**170,000** 0	104,700 0	35,000 0	0
	MISCELLANEOUS							
4475	NOISE WALLS	CAP PROJS	10,614 g	51,506 g	**0**	0	0	0
4483	I-290 BRIDGE	"	5,073 c5	0	**0**	0	0	0
4498	WESTWOOD CREEK STABILIZATION	REDEV	0	0	**48,700** a	0	0	0
4498	WESTWOOD CREEK STABILIZATION	TIF 1	91,741 a	716,857 a	**0**	0	0	0
4538	GREEN MEADOWS REDEVELOPMENT	TIF 3	56,168 a	27,800 a	**495,000** a	164,000 a	0	0
	SUBTOTAL		163,596	796,163	**543,700**	164,000	0	0
	TOTAL CAPITAL SPENDING		6,338,557	12,625,632	**8,415,364**	4,915,900	3,717,691	2,735,000

CAPITAL FUNDING SOURCES (Some sources may have been received in one year, but expended in future years.)

a. CASH ON HAND	2,148,885	2,170,481	**4,979,864**	2,085,300	829,291	(213,000)
b. DEBT FINANCING	1,173,149	6,588,800	**0**	0	0	0
c. GRANTS						
1. FEDERAL	0	0	**661,000**	0	0	0
2. STATE	0	939,600	**0**	0	0	0
3. LOCAL	0	0	**0**	0	0	0
4. CDBG	0	0	**0**	0	0	0
5. CMAQ	5,073	0	**0**	0	0	0
g. INSURANCE PROCEEDS	10,614	51,506	**0**	0	0	0
m. MOTOR FUEL TAX	1,232,907	1,058,245	**903,000**	903,000	903,000	903,000
t. HOME RULE SALES TAX	1,767,929	1,817,000	**1,871,500**	1,927,600	1,985,400	2,045,000
TOTAL CAPITAL FUNDING	6,338,557	12,625,632	**8,415,364**	4,915,900	3,717,691	2,735,000

Capital Improvement Program (CIP)
Impact on FY 2015-16 Operating Budget

Most of the capital improvement projects listed in the Village's CIP Five Year Spending and Funding Summary will not cause an increase or a decrease in operating expenses. As infrastructure is improved and replaced one could argue that maintenance costs should decrease. However, it is assumed that other infrastructure will "replace" the maintenance needs so there has been no decrease in budgeted maintenance. Projects that will affect operating expenses include the following:

Land/Building

4572 FEMA and State Buyouts - 2008
4584 FEMA and State Buyouts – 2010
4577 Village Portion of Buyouts – 2008 & 2010

Federal and State funding will allow the Village to acquire 17 flood prone properties in 3 different sub-divisions which were severely damaged in 2008 and 2010.

Operating Budget Impact: The costs involved with clean-up after a storm that causes flooding in these areas will be eliminated.

IEPA Loan Infrastructure

Several sewage lift stations will be replaced, in addition to improvements to two wastewater treatment plants.

Operating Budget Impact: The lift stations have reached their useful life and their replacement will decrease repairs. The improvements to the two wastewater treatment plants will also decrease maintenance. This investment in infrastructure will open up resources for other sewer related expenditures.

Streets

Sidewalk Replacement

Funding for the Village's sidewalk replacement program to limit potential trip hazards.

Operating Budget Impact: The elimination of potential trip hazards will decrease the Village's liability and insurance exposure, thereby, potentially lowering insurance premiums.

VILLAGE OF ADDISON

Motor Fuel Tax Fund Projects FY 15-16/CDBG FY 15-16

Street Maintenance

1. HIGHVIEW AV (DIVERSEY AV TO NATOMA AV), GRANT DR AND ADAMS DR (DIVERSEY AV TO LINCOLN AV), NATALIE LN (MILL RD TO ARMY TRAIL BLVD) AND MORELAND AV (MILL RD TO ROSE AV)
2. SCHOOL ST AND MAY ST (DIVERSEY AV TO ARMY TRAIL BLVD)
3. NATOMA AV (NATALIE LN TO SCHOOL ST)
4. WESTWOOD TR AND WESLEY DR (PIONEER DR TO PIONEER DR)

INDUSTRIAL STREETS:

A. RACQUET CLUB DR
B. ANNORENO DR
C. IRMEN DR
D. WRIGHTWOOD CT
E. MORELAND AV (CHURCH ST TO ADDISON RD)

TOTAL MILES = 4.86

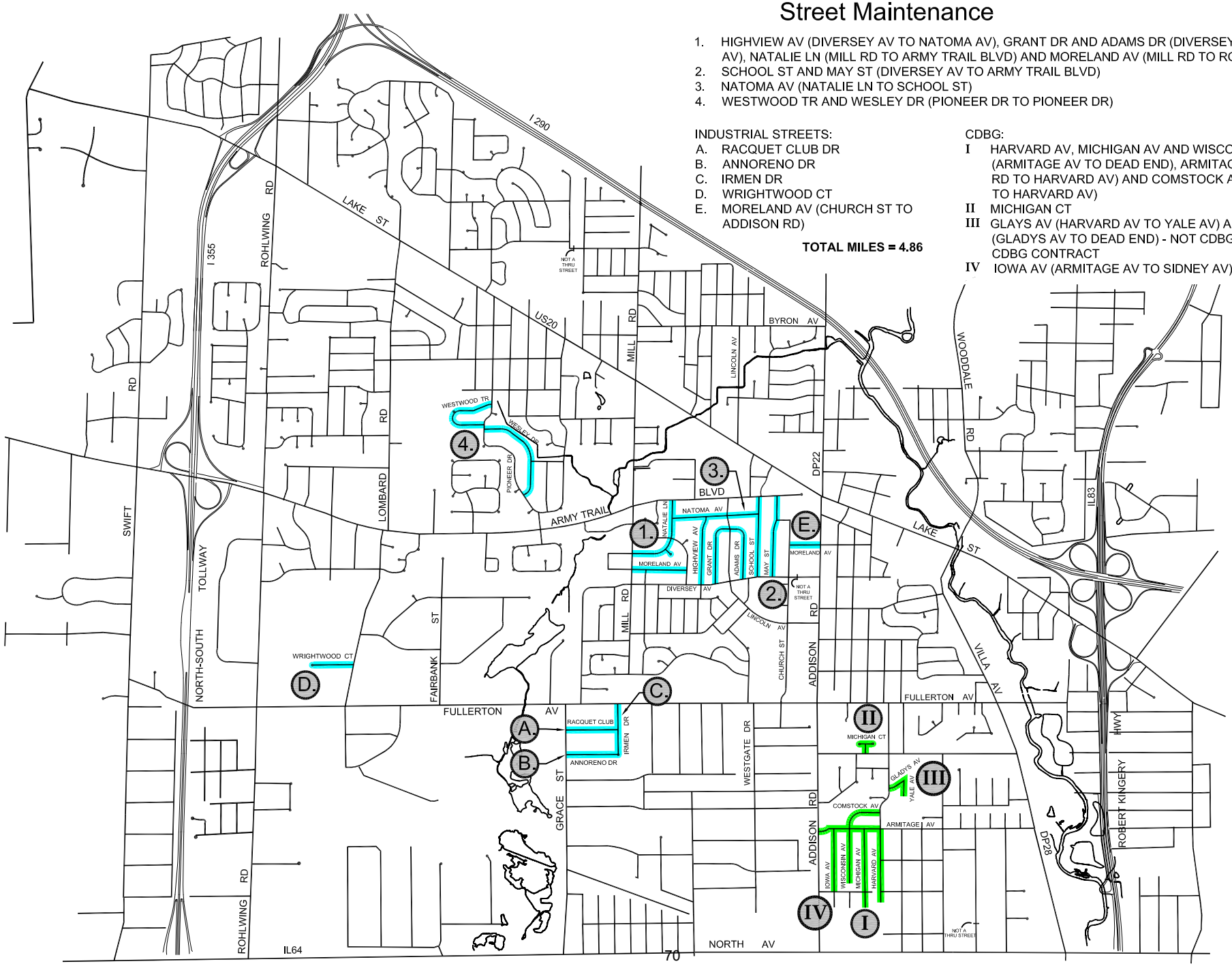
CDBG:

I HARVARD AV, MICHIGAN AV AND WISCONSIN AV (ARMITAGE AV TO DEAD END), ARMITAGE AV (ADDISON RD TO HARVARD AV) AND COMSTOCK AV (ARMITAGE AV TO HARVARD AV)

II MICHIGAN CT

III GLAYS AV (HARVARD AV TO YALE AV) AND YALE AV (GLADYS AV TO DEAD END) - NOT CDBG, BUT PART OF CDBG CONTRACT

IV IOWA AV (ARMITAGE AV TO SIDNEY AV)



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OVERVIEW AND DEBT FINANCING PRINCIPLES

The Village of Addison 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.

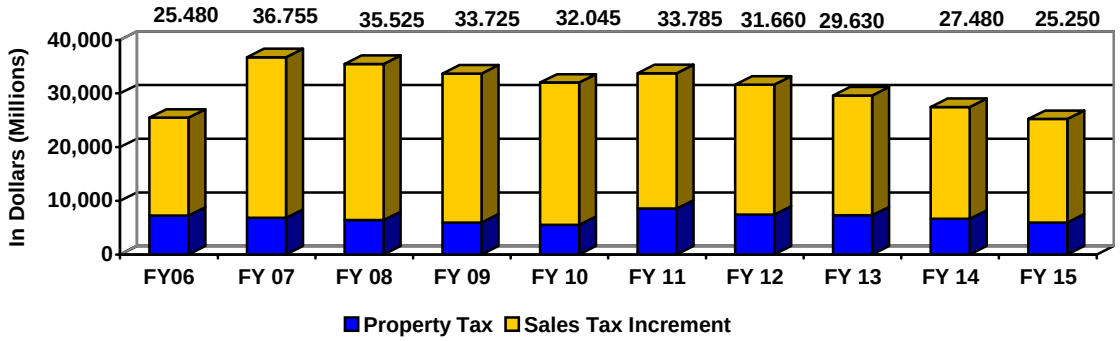
- The benefits of the improvement must outweigh its costs, including the interest costs of financing.

Through the application of these guidelines, the Village Board tests any demand for 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 ADDISON

Outstanding Bond Debt

Fiscal Years Ending 2006 through 2015



Note: The increased debt in FY07 is due to the 2006C and 2007 G.O. issues for the new Library construction. The property tax on these issues will be abated and paid by existing home rule sales tax increment revenues. The increase in FY 2011 is due to the 2010 Taxable G.O. bonds which were issued to purchase the Driscoll property. The annual principal and interest payments for this bond will be paid thru a property tax levy.

DEBT SUMMARY

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 1, 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 AA+ from Fitch Inc. and AA from Standard & Poor's. This positions the Village to secure more favorable interest rates. 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 will have higher relative interest rates. An approximate ranking is as follows:

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

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 Board and staff will emphasize continued efforts toward maintaining and improving the Village's financial performance in the coming years.

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

VILLAGE OF ADDISON
SUMMARY OF OUTSTANDING BOND ISSUES
AS OF APRIL 30, 2015

ISSUE	PURPOSE	AMOUNT ISSUED	MATURITY DATE	AMOUNT OUTSTANDING PRINCIPAL	INTEREST	TOTAL
GENERAL OBLIGATION DEBT						
2006A REFUNDING BOND	ADVANCE REFUNDING 2005	3,075,000	12/15/26	2,475,000	722,332	3,197,332
2006C G.O. BOND	LIBRARY BUILDING	6,900,000	12/15/26	6,000,000	1,692,410	7,692,410
2007 G. O. BOND	LIBRARY BUILDING	6,100,000	12/15/26	5,310,000	1,500,254	6,810,254
2008 REFUNDING BOND	ADVANCE REFUNDING 1998	6,015,000	12/16/20	4,065,000	826,500	4,891,500
2010 TAXABLE G.O BOND	DRISCOLL PROPERTY	3,500,000	12/16/30	3,060,000	1,397,055	4,457,055
2011 REFUNDING BOND	ADVANCE REFUNDING 2002	2,835,000	12/15/17	1,425,000	108,550	1,533,550
2012 REFUNDING BOND	ADVANCE REFUNDING 2004	3,985,000	12/15/19	2,915,000	236,400	3,151,400
TOTAL ALL BONDS				25,250,000	6,483,501	31,733,501

The Debt Service section has individual bond payment details and a Debt Service to Maturity Schedule.

ANNUAL DEBT SERVICE REQUIREMENTS
(PRINCIPAL AND INTEREST)

FUND/ISSUE	FUNDING SOURCE	2013-14 ACTUAL	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
BOND RETIREMENT FUND						
2010 TAXABLE G.O.	PROPERTY TAX	261,963	265,088	**267,423**	269,655	270,945
2012 REFUNDING	PROPERTY TAX	244,796	632,100	**631,300**	634,800	627,700
SUBTOTAL - PROPERTY TAX		506,759	897,188	**898,723**	904,455	898,645
2002 REFUNDING	SALES TAX INCR.	0	0	**72,025**	70,525	70,525
2006A REFUNDING	SALES TAX INCR.	276,313	270,313	**269,312**	261,888	264,463
2006C G.O.	SALES TAX INCR.	557,348	565,798	**578,478**	590,195	605,950
2007 G.O.	SALES TAX INCR.	488,400	503,325	**512,281**	525,463	527,675
2008 REFUNDING	SALES TAX INCR.	475,950	501,675	**530,800**	563,050	597,650
2011 REFUNDING	SALES TAX INCR.	587,200	562,000	**537,150**	507,600	488,800
SUBTOTAL - SALES TAX		2,385,211	2,403,111	**2,500,047**	2,518,722	2,555,066
NEW IEPA LOAN	OPERATING REVENUE	0	0	**610,000**	461,500	461,500
TOTAL		2,891,970	3,300,299	**4,008,769**	3,884,677	3,915,211

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GENERAL FUND

Narrative

This all-purpose fund handles the operations of the municipality not accounted for in a separate fund. The functional areas included in this fund are:

Administration

Boards & Commissions

Finance

Community Relations

Building & Grounds

Police

Henry Hyde Resource Center

Consolidated Dispatch Center

Community Development

Electrical/Forestry

Street

General Ledger

GENERAL FUND (10) REVENUES

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1000	**REVENUES**	**TAXES**						
3001	PROPERTY TAXES - CURRENT	3,511,042	3,638,047	4,000,000	4,023,000	**4,216,100**	4,418,500	4,630,600
3002	PROPERTY TAXES - PRIOR YR.	1,558	266	0	92,000	**5,500**	5,500	5,500
3003	ROAD & BRIDGE TAX - CURRENT	416,927	413,839	417,000	420,000	**420,000**	420,000	420,000
3004	ROAD & BRIDGE TAX - PRIOR YR.	148	0	0	500	**500**	500	500
3005	REPLACEMENT TAXES	129,900	148,772	145,500	145,000	**145,000**	145,000	145,000
3007	POL PENSION PROPERTY TAX	1,930,081	2,152,215	2,257,300	2,273,000	**2,718,300**	2,848,800	2,985,500
3010	REAL ESTATE TRANSFER TAX	396,604	329,394	325,000	365,000	**365,000**	365,000	365,000
3020	INCOME TAX	3,329,232	3,599,856	3,498,400	3,583,000	**3,583,000**	3,583,000	3,583,000
3025	TELECOMMUNICATIONS TAX	1,500,073	1,395,198	1,405,000	1,200,000	**1,000,000**	850,000	700,000
3030	SALES TAX	7,675,969	8,382,852	7,616,500	8,818,800	**9,083,400**	9,355,900	9,636,600
3031	SALES TAX INCREMENT	1,559,012	1,767,929	1,692,000	1,817,000	**1,871,500**	1,927,600	1,985,400
3034	LOCAL USE TAX	592,845	648,133	648,300	689,200	**709,900**	731,200	753,100
3045	AUTO RENTAL TAX	5,099	4,596	4,500	5,600	**5,000**	5,000	5,000
3046	VIDEO GAMING TAX	0	41,742	92,400	118,000	**150,000**	150,000	150,000
3050	ROOM TAX (HOTEL-MOTEL)	257,525	308,338	306,400	346,000	**346,000**	346,000	346,000
	SUBTOTAL - TAXES	21,306,015	22,831,177	22,408,300	23,896,100	**24,619,200**	25,152,000	25,711,200
		LICENSES, PERMITS, AND FEES						
3101	VEHICLE LICENSES	457,293	542,480	558,600	600,000	**600,000**	600,000	600,000
3110	BUSINESS LICENSES	234,651	241,170	291,500	291,500	**291,000**	291,000	291,100
3115	LIQUOR LICENSES	112,573	148,954	155,000	160,000	**160,000**	160,000	160,000
3117	MULTIPLE DWELLING LICENSES	208,355	213,425	310,000	273,000	**220,000**	**220,000**	**271,000**
3118	BUILDING PERMITS	149,463	183,116	167,300	170,000	**170,000**	170,000	170,000
3120	BLDG/ZON. SUBDIV. FEES	1,860	3,452	3,000	3,000	**3,000**	3,000	3,000
3123	PLANNING/DEVELOP. FEES	27,038	33,202	25,000	37,000	**30,000**	30,000	30,000
3125	DEVELOPMENT REVIEW FEE	252	5,699	0	24,200	**5,000**	5,000	5,000
3131	FRANCHISE FEE - CATV	405,283	408,417	415,000	440,000	**440,000**	440,000	440,000
3140	ANNEXATION/TAP ON FEES	3,674	7,511	3,000	5,200	**5,000**	5,000	5,000
3150	ALARM PERMIT FEES	13,880	15,340	13,000	13,000	**13,000**	13,000	13,000
3170	SOLICITOR'S FEES	905	325	700	300	**300**	300	300
3175	CHARITY GAME FEES	10,895	1,851	0	9,800	**0**	0	0
3180	SEX OFFENDER REG FEE	950	965	700	700	**700**	700	700
3190	FINGERPRINTING FEE	225	1,500	1,000	800	**800**	800	800
3195	BUSINESS LIC BACKGROUND	11,353	11,842	8,500	8,000	**8,000**	8,000	8,000
3196	FIRE PLAN REVIEW FEES	8,084	10,331	9,500	13,000	**11,300**	11,300	11,300
3197	PLUMBING INSPECTION FEES	21,180	31,905	22,000	2,000	**0**	0	0
3198	REVIEW & INSPECTION FEES	41,362	84,290	40,000	40,000	**40,000**	40,000	40,000
3199	OTHER LICENSES & PERMITS	0	0	0	1,500	**0**	0	0
	SUBTOTAL - LICS./ PERMITS/FEES	1,709,276	1,945,775	2,023,800	2,093,000	**1,998,100**	1,998,100	2,049,200
		FINES & FORFEITS						
3201	POLICE FINES	341,885	266,446	330,000	235,000	**235,000**	235,000	235,000
3202	PARKING FINES	278,682	357,467	275,000	325,000	**325,000**	325,000	325,000
3205	BUILDING FINES	0	0	0	5,000	**5,000**	0	0
3206	COURT FEES - TRAFFIC VIOL SB1260	27,387	24,017	25,000	19,100	**19,100**	19,100	19,100
3207	OVERWEIGHT TRUCK FINES	5,688	15,032	15,000	5,000	**5,000**	5,000	5,000
3208	ADMIN ADJUDICATION	13,029	11,960	15,000	9,000	**9,000**	9,000	9,000
3209	RED LIGHT CAMERA ENFORCEMENT	166,008	223,412	170,000	143,000	**143,000**	143,000	143,000
3215	ANIMAL IMPOUNDING	550	300	500	500	**500**	500	500
3220	VEHICLE IMPOUND FEE	147,924	112,470	110,000	88,000	**88,000**	88,000	88,000
3222	TRUCK PERMIT FEE	16,763	16,715	19,000	16,700	**16,700**	16,700	16,700
3223	FTA WARRANT FEE - PD	7,405	9,590	0	5,200	**0**	0	0
3225	FALSE ALARM CHARGES - OTHER	20,780	22,605	21,000	22,000	**20,000**	20,000	20,000
3230	ADMIN ADJ - COM DEV	36,700	38,510	25,000	30,000	**25,000**	25,000	25,000
	SUBTOTAL - FINES & FORFEITS	1,062,801	1,098,524	1,005,500	903,500	**891,300**	886,300	886,300
		CHARGES FOR SERVICES						
3350	GARBAGE BILLING	242,874	241,671	247,800	240,000	**247,200**	254,600	262,200
3351	BRUSH PICK-UP	111,397	107,463	108,000	108,000	**108,000**	108,000	108,000
3355	BAIL BONDS	14,448	13,012	12,000	10,000	**10,000**	10,000	10,000
3360	CONS DISPATCH CTR	514,905	563,667	575,200	575,700	**839,500**	1,258,600	1,270,200
	SUBTOTAL - CHRGS FOR SVCS	883,624	925,813	943,000	933,700	**1,204,700**	1,631,200	1,650,400

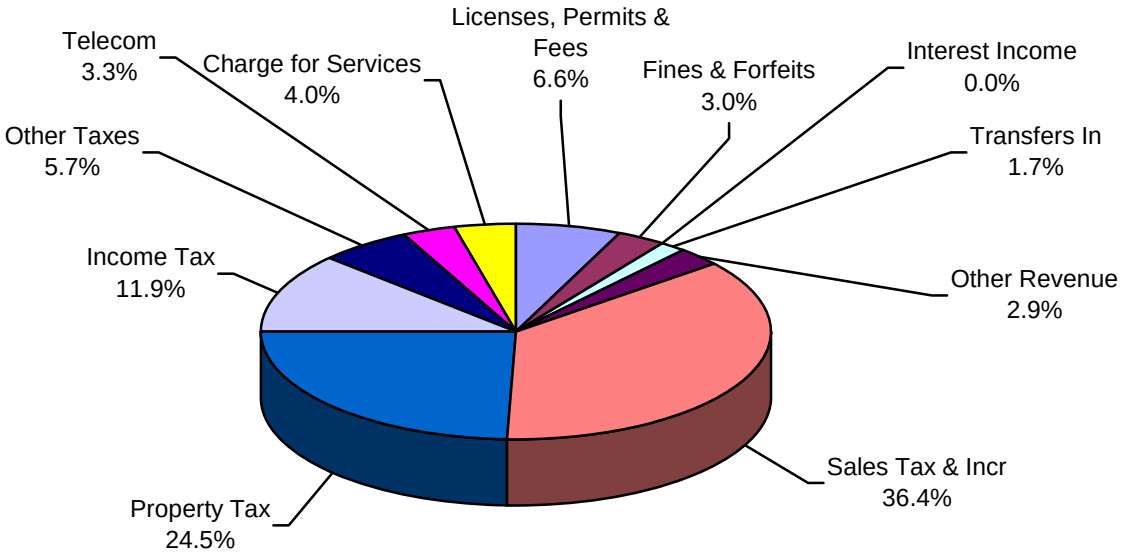
Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1000	**REVENUES**	**INTERGOVERNMENTAL REVENUES**						
3410	GRANTS - FEDERAL (DOJ OT/Crime Prev)	7,026	0	0	0	**0**	0	0
3415	ARRA - JAG STARCOM	0	272,000	0	0	**0**	0	0
3420	GRANTS - ST. OF ILLINOIS (Arts Com)	0	0	0	0	**0**	0	0
3420	GRANTS - ST. OF ILLINOIS (Pol Trg Reimb)	120	0	0	0	**0**	0	0
3440	GRANTS - LOCAL	11,957	0	0	0	**0**	0	0
	EAB/TREE (DMMC)	0	20,000	20,000	0	**0**	0	0
3471	DPICJ JAG DATA EXCHANGE	0	0	0	170,900	**0**	0	0
	SUBTOTAL - INTERGOVTL REVS	19,103	292,000	20,000	170,900	**0**	0	0
		INTEREST INCOME						
3510	INVESTMENT INTEREST	15,454	14,343	13,000	10,000	**10,000**	10,000	10,000
3520	INTEREST-PROPERTY TAX	30	86	0	100	**0**	0	0
3540	INTEREST ON LOANS	0	40	0	200	**0**	0	0
	SUBTOTAL - INTEREST INCOME	15,484	14,469	13,000	10,300	**10,000**	10,000	10,000
		MISCELLANEOUS REVENUE						
3750	PROCEEDS RESERVE DMMC BLDG	0	0	0	15,100	**0**	0	0
3802	REIMB-INSURANCE	141,887	147,924	50,000	96,300	**50,000**	50,000	50,000
3806	REIMB-TRAINING - POLICE	0	8,952	0	12,200	**0**	0	0
3807	REIMB-ENG/ARCH PERMITS	0	0	0	0	**0**	0	0
3822	SALE OF MAPS/PUBLICATIONS	488	244	500	200	**200**	200	200
3824	SALE POSTAGE STAMPS	722	603	1,200	500	**500**	500	500
3826	REFUND PD UNUSED CMS FD	0	0	0	0	**0**	0	0
3827	REIMB - FEMA FLOOD 4/17/13	0	2,086	0	0	**0**	0	0
3828	REIMB- PD OFFICERS FROM DEA	0	26,008	143,100	76,400	**76,400**	76,400	76,400
3829	REIMB- PD OFFICERS FROM ICE	0	0	0	76,000	**76,000**	76,000	76,000
3830	POLICE REPORTS	6,011	6,723	6,000	6,000	**6,000**	6,000	6,000
3832	UNCLAIMED PROPERTY	0	0	0	0	**0**	0	0
3833	SCHOOL LIAISON PROGRAM	142,944	145,694	142,000	142,000	**145,000**	145,000	145,000
3834	SCHOOL SECURITY	0	0	0	15,000	**10,000**	10,000	10,000
3839	PUBLIC SAFETY	25,377	18,681	25,000	25,000	**25,000**	25,000	25,000
3850	WEED CONTROL	0	0	0	6,000	**0**	0	0
3853	AUCTION/SALE OF FIXED ASSETS	0	0	0	700	**0**	0	0
3854	SALE OF EASEMENT/ROW	0	0	0	0	**0**	0	0
3856	SALE OF WASTE OIL	0	0	0	0	**0**	0	0
3860	RENTALS & CONCESSIONS	395,344	382,330	409,500	403,000	**423,200**	444,400	466,600
3861	CONTRIBUTIONS & DONATIONS	0	5,000	0	0	**0**	0	0
3876	CASH OVER/SHORT	(204)	(427)	100	200	**0**	0	0
3899	MISCELLANEOUS REVENUES	51,272	55,983	56,000	56,000	**56,000**	56,000	56,000
	SUBTOTAL - MISC. REVENUES	763,841	799,801	833,400	930,600	**868,300**	889,500	911,700
		TRANSFERS IN						
3992	TRANSFER FROM DEBT SERVICE	0	0	600,000	600,000	**0**	0	0
3944	TRANSFER FROM PUBLIC BDG	124,000	300,000	100,000	70,000	**500,000**	500,000	600,000
3970	TRANSFER FROM POLICE PENSION	2,500	2,500	2,500	2,500	**2,500**	2,500	2,500
	SUBTOTAL - TRANSFERS IN	126,500	302,500	702,500	672,500	**502,500**	502,500	602,500
	TOTAL REVENUES	25,886,644	28,210,059	27,949,500	29,610,600	**30,094,100**	31,069,600	31,821,300
	LESS: TOTAL EXPENDITURES	26,220,249	28,461,678	28,220,500	28,673,806	**30,219,000**	31,508,900	32,518,000
	SURPLUS (DEFICIT)	(333,605)	(251,619)	(271,000)	936,794	**(124,900)**	(439,300)	(696,700)

GENERAL FUND REVENUE

Notes

ANALYSIS OF GENERAL FUND REVENUES



Summary

The Village of Addison has maintained a strong financial position. The current economic downturn has presented challenges that the Village has been able to successfully address and maintain services throughout. The Village has untapped revenue sources available and continues to seek and take advantage of economic development and redevelopment opportunities. As a home rule community in the State of Illinois, the Village is not constrained by the property tax caps placed on non-home rule communities. However, in an effort to hold the line on property taxes, the Village has voluntarily worked to maintain relatively low property tax rates. This has been accomplished in part, due to Addison being home to the second largest industrial park acreage in a municipality in the Chicago area.

Over the years, the Village has experienced steady growth in the equalized assessed value (EAV) in its residential and commercial/industrial sectors. Although the current real estate market has decreased the current EAV, the Village looks to a recovery in future years. The Village is in the enviable position to maintain a sustainable level of development, due to available land and its strategic location which is easily accessible from every direction. Four State highways penetrate and cross the Village's boundaries including Route 20 (Lake Street), Route 53 (Rohlwing Road), Route 64 (North Avenue), and Route 83 (Robert Kingery Highway). Lake Street, the main street through the Village boasts over 30,000 cars traveling on a daily basis. Interstate 290, the North-South Tollway (355) and the Tri-State Tollway (294) provide easy vehicular access to Addison. The Chicago Loop and Midway Airport are 35 minutes away; O'Hare International Airport is only a 20 minute drive.

Notes (Cont'd)

In order to hold down property taxes while providing a vast array of services, the Village has had the luxury of utilizing its diverse sales tax base. The Village realizes that sales tax revenues can be fickle, and has purposely maintained a variety of revenue options which can be implemented when sales taxes level off or decline. For instance, the Village's financial policies include the provision to maintain a minimum unrestricted fund balance of 25% of expenditures in all operating funds. Three months of expenditures allows the Village to maintain operations when revenues may be lagging. The Village can also tap into a variety of other revenue sources which it has yet to enact, which could conservatively produce an additional $1.6 million per year as shown below:

- A Utility Tax of 5% could produce at least $1,600,000 of additional revenue on an annual basis.

3001 Property Taxes

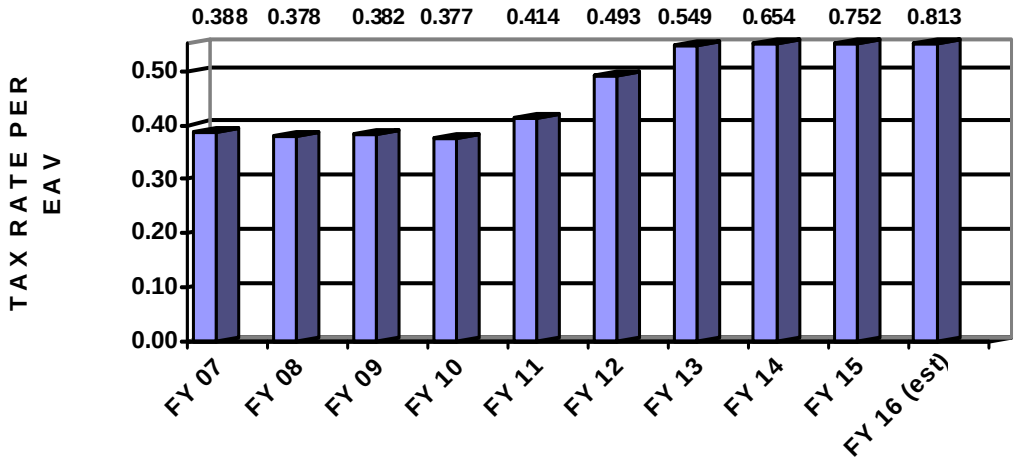
Property tax receipts represent about 24% of the Village's General Fund income, and the Village's levy represents only about 7% of a property owner's total property tax bill. As noted above, Addison has historically taken a conservative approach to this revenue source, understanding the negative impact high property taxes can have in a sluggish economy where incomes are fixed, or are temporarily lost or decreased. The Village's tax rate per $100 of equalized assessed valuation (EAV) has decreased each year as the EAV had increased. Conversely, as the EAV decreases, the rates increase. Due to the economic downturn, valuations have dropped thus causing increases in the tax rate. The 2014 tax levy, which will be received in FY 2015-16 was based on a projected decrease in EAV of 2.0%, and a total dollar increase of 5.8%. The total dollar increase is due to a 19.19% increase in the Police Pension Levy offset by a .19% decrease in the Corporate levy, and a .90% decrease in the levy for Debt Service. The levy which corresponds to this budget was levied in December, 2014. Property owners will pay this tax in two installments due June 1 and September 1, 2015. A breakdown of the Village's total tax levy is as follows:

	FINAL 2013 Levy for FY 15	Est. 2014 Levy for FY 16	% Change
General Fund			
Corporate	4,040,500	4,033,000	(0.19)%
Police Pension	2,280,586	2,718,268	19.19%
Subtotal	6,321,086	6,751,268	6.81%
Debt Service	906,855	898,723	(0.90)%
Total Levy	7,227,941	7,649,991	5.84%
Equalized Assessed Val.	960,651,383	941,438,355	(2.00)%
Rate per $100 EAV	$ 0.7524	$ 0.8126	8.00%

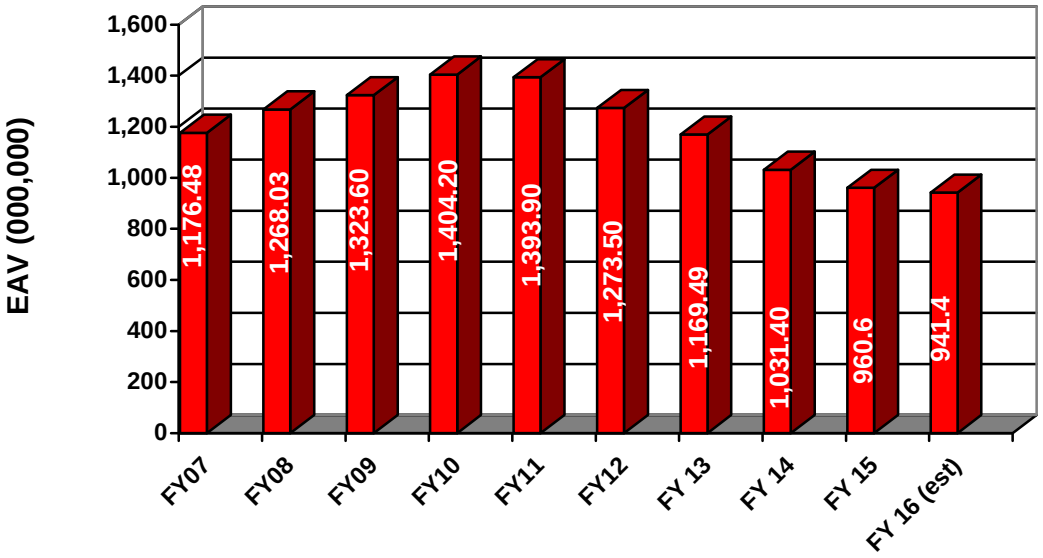
GENERAL FUND REVENUE

Notes (Cont'd)

PROPERTY TAX RATE



EQUALIZED ASSESSED VALUE



The Corporate levy decreased $7,500 from last year's levy and the Police Pension levy increased by $437,682 for an increase of $430,182 or 6.81%. The Police Pension levy is based on an actuarial analysis which takes into account many factors including age of members, age of participants, years of service, contributions by the Village and members, and investment results. The increase in the Police Pension levy is due in part to a decrease in the expected rate of return, and the fact that more participants are eligible to retire in the near future. An amount equal to the Police Pension Property Tax is transferred from the General Fund (see Police Department budget) to the Police Pension Fund. Prior to FY 2009, the Village had been able to maintain the funding level of the Police Pension Fund's pension obligations at or over 80%. The Village continues to strive to bring the funded balance back up.

Notes (Cont'd)

3001 Property Taxes (Cont'd)

The Debt Service portion of the Village's levy, shown in the table on the prior page, is credited to the Debt Service Fund and can be found in that section of this budget. The increase is due to the structure of the pay-down plan.

Property taxes for 2014 attach as an enforceable lien on January 1, 2014, on property values assessed as of the same date. Tax dollars are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by the County and issued on or about May 1, 2015, and are payable in two installments, on or about June 1, 2015 and September 1, 2015. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at one (1) percent of the tax levy to reflect actual collection experience. The 2014 tax levy is intended to fund expenditures for the 2015-2016 fiscal year.

The DuPage County Assessor's Office is responsible for determining assessed value of real property utilizing market values and established assessment ratios. The State of Illinois Department of Revenue then assigns an equalization factor to each county in an attempt to adjust for different assessment practices. This results in an equalized assessed valuation (EAV) figure. In Illinois, a government's tax rate is determined by dividing its total tax levy into its total EAV. The 2014 EAV shows an estimated 2% decrease over 2013 which in turn will increase the tax rate.

PROPERTY TAX CYCLE

January	Enforceable Lien on Property attaches for all home owners as of January 1.
January – October	Townships perform the assessment process
October	Notification from some Townships regarding value of new growth that will be included on tax roles.
October	Publication in local newspaper of proposed assessed values. At this point taxpayers can file an appeal if they disagree with proposed assessed values.
November	Finance Department estimates what the EAV will be for calculating the Tax Levy and the proposed Tax Rate.
December	Public Hearing and passage of the Tax Levy, filed with County Clerk by the last Tuesday in December.
December	Passage of any Property Tax Abatements, filed with the County Clerk by the last Tuesday in December.
March	Receive preliminary adjusted tax levy from the County including the adjustment/increase for uncollectible taxes. However, the EAV is not included, so only the dollars levied is included.

GENERAL FUND REVENUE

Notes (Cont'd)

3001 Property Taxes (Cont'd)

April/May	Receive proposed/preliminary tax levy from the County for approval. It is at this time the EAV is included as reported to the County from the Township. Rate limits and compliance with rate limits are included/calculated as is the actual tax rate per $100 assessed value. To be approved by the Finance Department and returned to the County.
May	Final Tax Rates determined and reported back to the taxing body.
May	Tax bills prepared and issued by the County.
June	1st installment of property taxes are due – 50% of the bill.
September	Balance of property taxes due.

The Village levies a specific total dollar amount in December. At that time the actual EAV is not known, but an estimate is made in order to estimate the rate per $100 of assessed valuation. The actual rate is not determined until April/May when the County receives the final EAV from the townships and then calculates the final rate.

In times of economic downturn, the easy answer to address lower revenues is to raise property taxes. The Village is very aware of the impact that choice would have on property owners with fixed incomes or those who have lost income. This is why the Village is constantly looking for other revenue sources and tries not to be heavily dependent on property taxes.

3003 Road and Bridge Taxes

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.

3005 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.

3010 Real Estate Transfer Tax

This tax is imposed on the privilege of transferring title to real estate within the corporate limits of the Village, at the rate of $2.50 for each $1,000 of value or fraction thereof. The liability for payment of the tax is borne by the grantee or purchaser of any deed subject to the tax. The Village takes a conservative approach to budgeting these revenues, as they can fluctuate with local housing trends.

Notes (Cont'd)

3020 Income Tax

		Amount	% Inc (Dec)
FY 2011	(Actual)	$ 3,009,476	4.48%
FY 2012	"	3,329,232	10.62%
FY 2013	"	3,599,856	8.13%
FY 2014	(Est. Actual)	3,583,000	(0.47)%
FY 2015	(Budget)	3,583,000	0.00%

Income tax receipts represent approximately 12% of the Village's General Fund income. Local governments in Illinois receive a share of all state income tax receipts allocated on a per capita basis to all municipalities.

Budget Assumptions - To prepare the FY 2016 budget for income tax receipts, three key elements were assumed:

Population - Income tax receipts are distributed based on the Village's population. Addison's most recent population used by the State is 36,942. It is assumed that there will be no change in population.

Municipality's share of income tax receipts – Prior to January, 2011, municipalities were entitled to 1/10 of income tax receipts. Due to the State's financial distress, the State Legislature temporarily increased the income tax rates on both personal and corporate income. As part of that legislation, the municipal percentage was changed to "maintain" the same revenue streams the 1/10 previously provided. The increases expired January 1, 2015. Due to the State's continuing fiscal distress, negotiations on the State budget in Springfield could impact the municipal share of income tax receipts. It is doubtful any resolution will occur until the middle of 2015. The Village will closely monitor the situation in the interim.

State-wide change in income tax receipts - FY 2015 receipts are projected to be 2.4% higher than the original budget. We budgeted no increase in the FY 2016 revenues.
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3025 Telecommunications Tax

Due to deregulation of the telecommunications industry, the State of Illinois adopted Public Act 90-154, the Municipal Telecommunications Infrastructure Maintenance Fee Act. As a result of litigation, the Illinois General Assembly rewrote the State Statutes. As of January, 2003, all telecommunication providers were required to charge a 1% telecommunications fee. The Village has passed an additional 5% fee, bringing the total telecommunications tax in Addison to 6%. This fee is remitted to the state, which remits the funds to the municipalities after subtracting an administrative charge.

Notes (Cont'd)

The decision to implement a telecommunications tax was made on the premise that although the majority of people have telephone service, the types of service and amount of usage is somewhat in their control. In addition, the telecommunications tax provides additional diversity in the revenue mix. However, with the introduction of cable telephone and internet phone services, residents are switching to lower cost plans which carry lower telecommunications tax.

Budget Assumptions – The FY 2015-16 budget assumes no increase based upon trending.

3030 Sales Tax and 3031 Sales Tax Increment

		SALES TAX		SALES TAX INCREMENT	
		Amount	% Inc (Dec)	Amount	% Inc (Dec)
FY 2012	(Actual)	$7,881,311	7.07%	$1,617,265	5.60%
FY 2013	"	7,675,969	(2.61)%	1,559,012	(3.60)%
FY 2014	"	8,382,852	9.21%	1,767,929	13.40%
FY 2015	(Est. Actual)	8,818,800	5.20%	1,817,000	2.78%
FY 2016	(Budget)	9,083,400	3.00%	1,871,500	3.00%

Sales and Sales Tax Increment (home rule) revenues represent the largest single revenue source or about 36% of the Village's General Fund income. Items, except food and drugs, in Addison are subject to an 8.25% sales tax (eff.1/1/12). 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	5.00%
Village	
Municipal Tax	1.00%
Home-Rule Tax	1.00%
DuPage County	.50%
DuPage Water Commission	.25%
Regional Transportation Authority	.50%
Total	8.25%

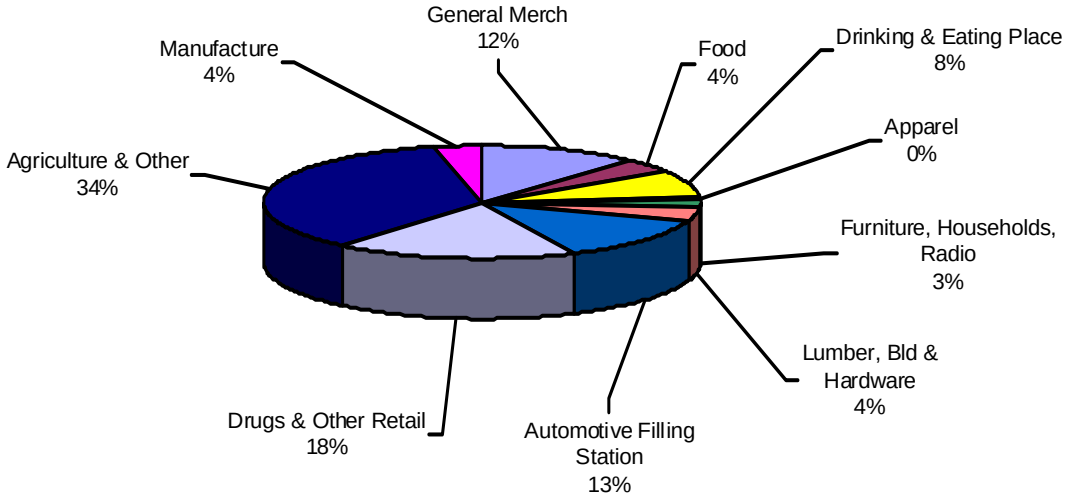
*Note: The municipal tax is credited to the General Fund. Home Rule sales taxes are used as follows:

Rate	Fund	Year	Reason
.25	Debt Service Fund	1995	To Fund a Redevelopment Bond Issue
.25	Public Building Fund	1997	To Fund Bond Issues for Village Building Construction
.25	General Fund	2003	Additional Operating Revenue
.25	Motor Fuel Tax	2012	To Fund continuing Road Maintenance

Notes (Cont'd)

The Village has had the luxury of utilizing its strong sales tax revenues in lieu of putting pressure on the property tax rate. Due to the Village's excellent geographic location and the current and future economic development plans, the Village expects to be able to maintain its diverse sales tax base, as shown in the pie chart:

Sales Tax and Sales Tax Increment by Source
Calendar Year 2013



Budget Assumptions – The Village anticipates a 3.0% increase in Sales tax in the FY 2016 budget over the projected FY 2015 results. The increase is primarily due to the completion of the Route 53 construction project. This 3 year project negatively impacted revenues as a big box store and a membership club are located in the middle of the construction zone

As part of the Village's economic development incentives, Addison has entered into various sales tax rebate agreements. Under these agreements, the Village generally rebates 50% of sales tax receipts over a specified period of time. The Village uses this development tool sparingly and only in cases where Addison did not expect development to occur. The additional sales tax revenues generated by these new developments are included in the sales tax budget projections. The rebates associated with these agreements are described and shown as expenses in the General Ledger section of the General Fund budget.

3034 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 the Village projects minimal growth for this revenue source in Fiscal 2016.

GENERAL FUND REVENUE

Notes (Cont'd)

3046 Video Gaming Tax

The State recently allowed local businesses to add video games in their businesses. This is the one percent tax the Village receives from the video games via the State.

3050 Room Tax (Hotel-Motel)

Receipts for this tax are rebounding after being negatively impacted by the downturn in the economy. The Village increased the rate from 4% to 5% in the FY 2014 budget. The Village is a member of the DuPage County Visitor and Convention Bureau with a portion of the increase in revenues being used for dues. An economic development agreement made with Hampton Inn can be found in the General Ledger section of this budget.

3100 Licenses, Permits, and Fees

These are shown as stable, limited-growth revenue sources, with the following exceptions:

3117 Multiple Dwelling Licenses

This license is for the Village's multiple family dwelling license and inspection program. An annual license fee consists of $50.00 to $150.00 per building and $75.00 per unit.

3118 Building 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. Permits are anticipated to grow based on interest in currently vacant properties.

3125 Development Review Fee

This fee is used to cover legal, engineering, zoning, the recording of plats, and other Village incurred costs. These fees fluctuate as the economy does. The Village has taken a conservative approach to budgeting for these revenues.

3196 Fire Plan Review Fees

The Fire District reviews plans for new buildings or renovations based on the existing fire code and charges a fee for this service. The Village collects this fee and reimburses the District. The reimbursement cost is shown in the Community Development Department's account #4110.

3198 Review and Inspection Fees

This fee is charged at a rate of 2% of commercial and industrial project construction costs to cover the review and inspection of engineering and architectural plans.

Notes (Cont'd)

3206 Court Fees – SB 1260

SB 1260 provides for an additional $20 fee from a person who receives court supervision. This fee shall be paid to the law enforcement agency that employed the arresting officer and shall be used for the acquisition or maintenance of police vehicles.

3208 Administrative Adjudication

This fee is charged for any local ordinance violations issued by the Police and/or Community Development departments.

3209 Red Light Camera Enforcement

Fines from a red light camera enforcement program. The Village installed two cameras in late FY 2009 as a means to reduce traffic accidents at two (2) high volume intersections. Accidents have decreased, and the cameras have been taken down at those initial intersections. Two additional cameras were installed at another high volume intersection in 2010. However, they were removed mid FY 2012 to allow for a State of Illinois Road Construction project. Two cameras were installed in FY 2013 at a major intersection that is adjacent to a school zone, due to traffic accidents. These are the only two cameras installed in the Village.

3220 Vehicle Impound Fee

A fee whereby any person arrested on a DUI charge that has to have their vehicle towed will be assessed a Vehicle Impound Fee.

3350 Garbage Billing

The Village contracts with an outside waste hauling company to provide garbage retrieval services to the Village. In addition, the Village acts as a billing/collection agent for the waste hauler and includes the charge for refuse pick-up on the bi-monthly water/sewer bills for residential customers only. The Village then remits the collections to the waste hauler, less a processing fee. This is the processing fee.

3351 Branch Pick-up Fees

The Village has contracted with an outside service for monthly branch pick-up. This is the fee associated with the service. It is included on the bi-monthly water/sewer/garbage billings.

3355 Bail Bonds

The Village initiated a bail bond fee for everyone arrested by Addison Police Officers and processed in our booking facility. This is the fee attached to the booking process.

GENERAL FUND REVENUE

Notes (Cont'd)

3360 Consolidated Dispatch Center Fees

The Village transitioned to the Starcom21 radio platform late in FY 2012. As part of that move, the police department expanded the current dispatch department and now provides dispatch services to surrounding communities. This is the charge to those communities for the service. Further details can be found in the Consolidated Dispatch Center department pages starting on page 149.

3833 School Liaison Program

The Village provides Liaison officers at both the junior and high schools. This accounts for the reimbursements from District #4 and District #88 for the liaisons.

3839 Public Safety

This line item accounts for quarterly payments for fair share revenue associated with the Du Meg drug enforcement agency.

3860 Rentals & Concessions

Rent monies are received from a variety of telecommunication companies for the privilege of putting their antennae on Village property. The Village also receives rent from DuPage County for use of the Village's boardroom as a satellite traffic court.

3861 Contributions and Donations

In prior years, this included annual contributions of $10,000 for CATV scholarships and $34,000 for the CATV operating grant, both of which come from the local cable television provider. However, due to pending Federal action regarding franchise agreements, the current contract with the cable provider has expired. A new contract is in stalled negotiations pending the outcome of the Federal issues. No revenues were planned due to the uncertainty of the contract renewal.

3899 Miscellaneous Revenues

Includes fees charged for stray grocery cart pickup, booth rentals for the Tuesday night community events and other miscellaneous charges.

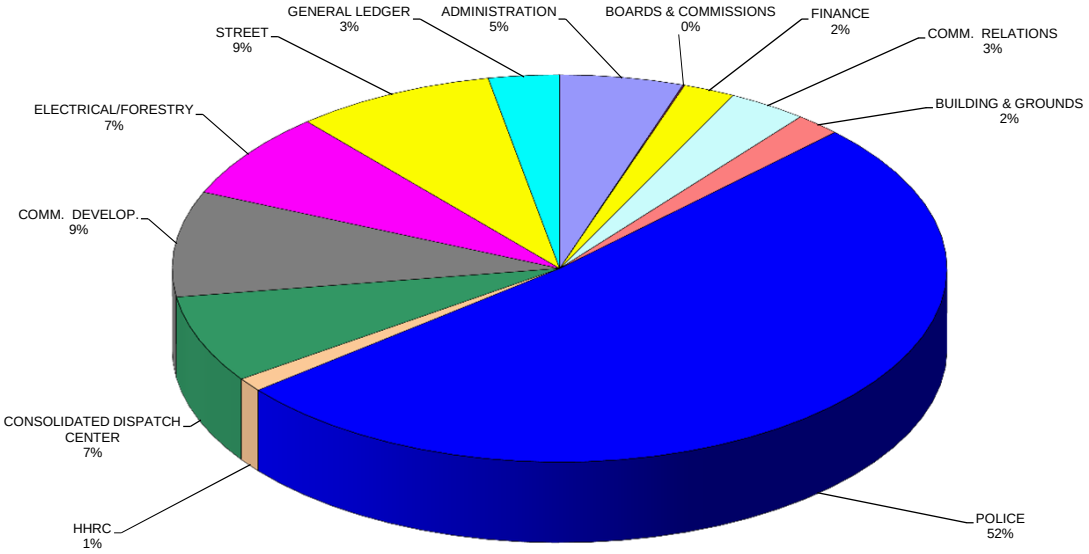
3970 Transfer from Police Pension

Payment to the Village for assuming the duties of tracking individual pension accounts and preparing the pension fund's annual report to the Illinois Department of Insurance.

GENERAL FUND (10) EXPENDITURE SUMMARY

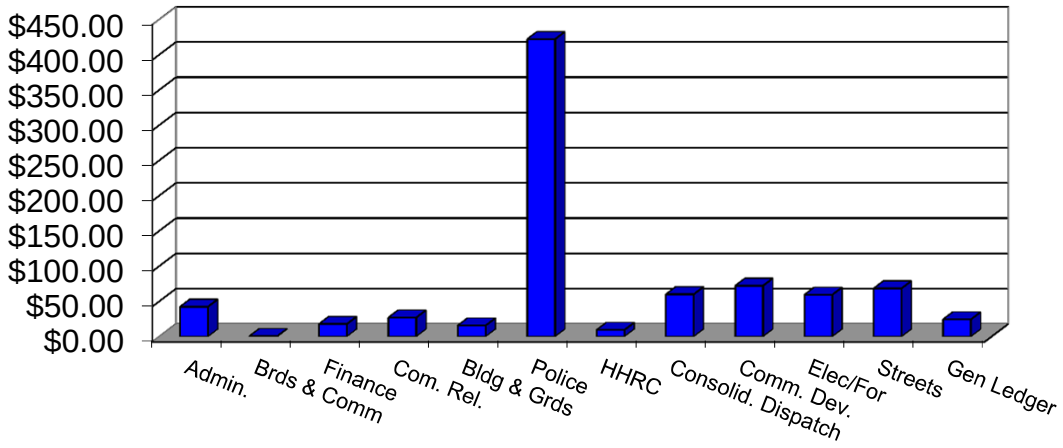
Budget

DEPT NO.	GENERAL FUND	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1012	ADMINISTRATION	1,475,646	1,600,874	1,514,700	1,549,700	**1,560,900**	1,594,700	1,652,700
1020	BOARDS & COMMISSIONS	31,305	19,919	64,200	52,218	**20,700**	20,700	20,700
1040	FINANCE	531,186	561,357	601,200	611,000	**654,000**	717,000	733,000
1050	COMMUNITY RELATIONS	704,049	747,102	831,000	881,700	**994,100**	941,800	951,700
1060	BUILDING & GROUNDS	524,484	550,000	535,800	541,888	**576,800**	598,100	625,500
1510	POLICE	13,006,661	14,258,586	14,389,300	14,670,900	**15,589,800**	16,526,900	17,033,000
1520	HENRY HYDE RESOURCE CENTER	294,352	303,994	324,200	327,400	**343,700**	364,900	383,400
1530	CONSOLIDATED DISPATCH CENTER	1,852,687	2,053,483	2,004,900	2,040,300	**2,212,400**	2,481,300	2,617,200
2010	COMMUNITY DEVELOPMENT	2,613,196	2,753,288	2,506,100	2,519,600	**2,659,600**	2,779,000	2,902,500
2510	ELECTRICAL & FORESTRY	1,933,853	2,078,922	2,119,300	2,194,500	**2,189,100**	2,135,700	2,186,100
2520	STREET	2,193,047	2,418,118	2,388,200	2,374,100	**2,523,200**	2,454,100	2,517,500
2600	GENERAL LEDGER	1,059,783	1,116,035	941,600	910,500	**894,700**	894,700	894,700
	TOTAL EXPENDITURES	26,220,249	28,461,678	28,220,500	28,673,806	**30,219,000**	31,508,900	32,518,000
	TOTAL REVENUES	25,886,644	28,210,059	27,949,500	29,610,600	**30,094,100**	31,069,600	31,821,300
	BEGINNING FUND BALANCE	7,786,187	8,119,792		7,868,173	**8,804,967**	8,680,067	8,240,767
	SURPLUS (DEFICIT)	(333,605)	(251,619)	(271,000)	936,794	**(124,900)**	(439,300)	(696,700)
	ENDING FUND BALANCE	8,119,792	7,868,173		8,804,967	**8,680,067**	8,240,767	7,544,067

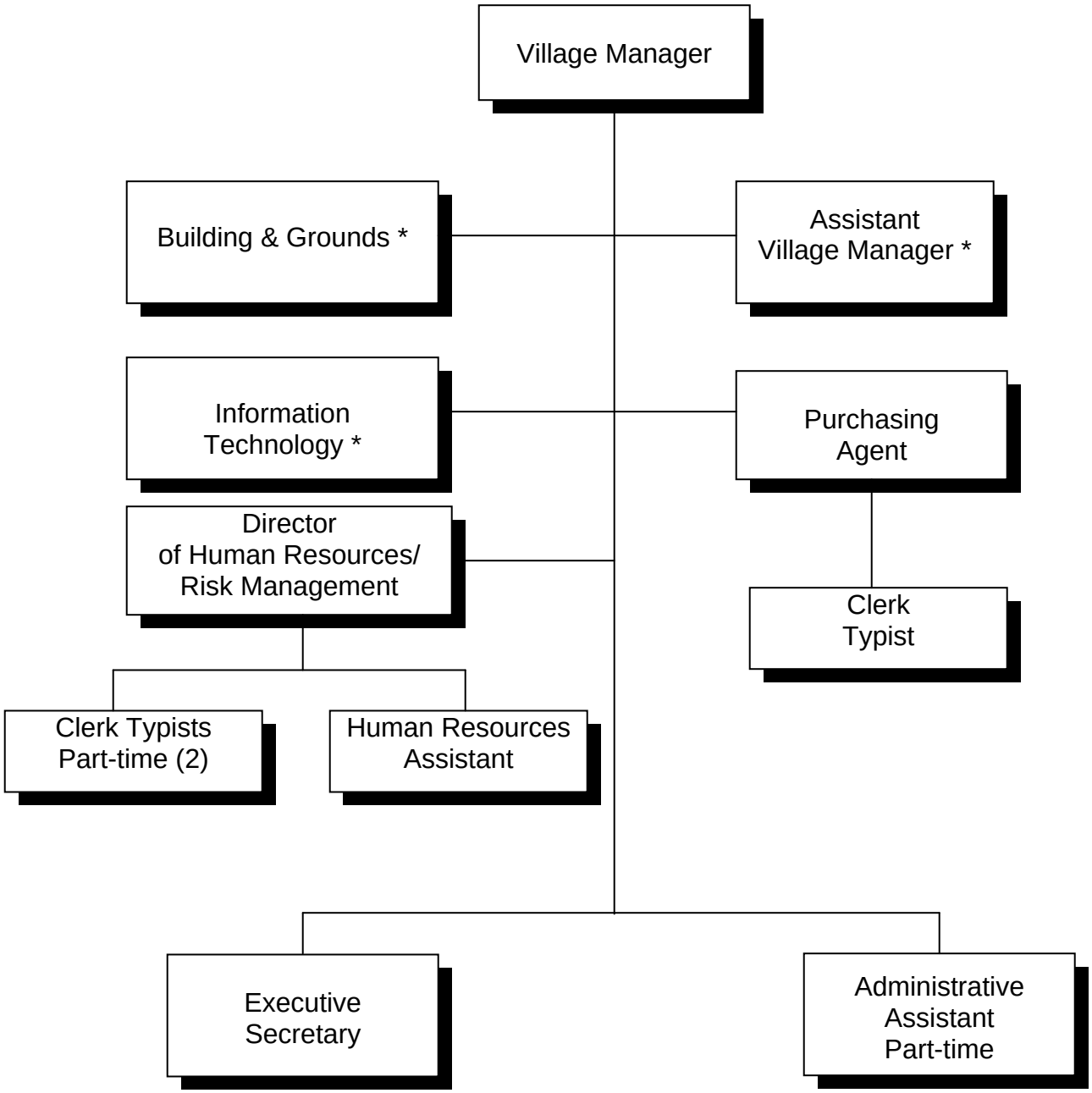


GENERAL FUND (10) PER CAPITA COST

	2015-16 BUDGET	COST PER CAPITA (pop 2010 36,942)
ADMINISTRATION	$ 1,560,900	$42.25
BOARDS & COMMISSIONS	20,700	$0.56
FINANCE	654,000	$17.70
COMMUNITY RELATIONS	994,100	$26.91
BUILDING & GROUNDS	576,800	$15.61
POLICE DEPARTMENT	15,589,800	$422.01
HENRY HYDE RESOURCE CENTER	343,700	$9.30
CONSOLIDATED DISPATCH CENTER	2,212,400	$59.89
COMMUNITY DEVELOPMENT	2,659,600	$71.99
ELECTRICAL/FORESTRY	2,189,100	$59.26
STREET	2,523,200	$68.30
GENERAL LEDGER	894,700	$24.22
TOTAL	$ 30,219,000	$818.01



Organization Structure



* Not charged to this budget

ADMINISTRATION

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

This budget provides funds for the operation of the offices of the Elected Officials, the Village Manager, the Central Administrative Offices, and the costs associated with the centralization of personnel, purchasing, and risk management functions in this department. This budget also provides the majority of funding for Village legal expenses and the costs associated in providing for the undertaking and transcription of meeting minutes for the Board and certain advisory boards, committees and commissions. This budget also provides funding for the Village's membership in a number of municipal organizations, including the DuPage Mayors and Managers Conference and the Illinois Municipal League.

The Village is governed by an elected Mayor, who serves as the Chief Executive Officer, and six (6) Village Trustees who serve as the legislative and policy making body. The Village Clerk is elected and responsible for maintaining all legal documents of the Village, issuance of State of Illinois licenses, acting as Deputy Registrar for the county, state and federal level, codification of the Village Code and acts as liaison between Elected Officials and Village Staff. The Clerk is assisted by a Deputy Village Clerk.

The Village Manager is the Village's Chief Administrative Officer, and is appointed by the Mayor with the advice and consent of the Village Board of Trustees. The Village Manager directs the activities of all Village departments in accordance with State of Illinois law and Village Board policy.

Human Resources

The Director of Human Resources/Risk Management serves as the manager of this function with the assistance of the Human Resources Assistant. The Human Resources Division is responsible for oversight of all recruitment, employment, promotion, evaluation, discipline and compensation activities relative to Village employees. This office is responsible for record keeping, employee benefits programs, union and non-union labor relations activities as well as statutory compliance.

Risk Management

As Risk Manager, the Director of Human Resources/Risk Management, with the assistance of the Village's Department Heads, the Human Resources Assistant, Village Safety Committees, and Executive Safety Committee, administers the Village's self-insured property, casualty, general and liability, workers’ compensation and employee health benefits plan. The Director of Human Resources/Risk Management oversees the Village's safety program and serves as the Village's delegate on the Board of Directors of the Intergovernmental Risk Management Agency (IRMA).

Narrative (Cont'd)

Purchasing

The Village's Purchasing Agent, reporting to the Village Manager, is responsible for coordinating the acquisition of all goods, equipment and services required for Village operations; and, to formulate and assist all other departments with formal bids for capital improvements and major equipment purchase(s).

The Purchasing Division of this department utilizes a database of vendors and suppliers on an existing software program owned by the Village to increase purchasing efficiency and reduce costs. The Purchasing Agent follows the Village's adopted Purchasing Policy and is responsible for making recommendations for updating the policy to reflect cost effectiveness and changes in local, state and federal laws governing purchasing procedures.

Economic Development/Business Retention

With the direction of the Mayor, the Village Board and the Village Manager, the Assistant Village Manager oversees the economic development and business retention program for the Village of Addison. This function is geared toward fostering a healthy business environment for existing establishments in Addison as well as attracting outside business into the Village. It also includes T.I.F. District management and other incentive programs. The business retention component of this program works with current Addison businesses in an effort to create and then maintain open lines of communication between Village officials and business owners.

FY 2015-16 Key Objectives

The Administration Department has many short and long-term goals and will work toward achieving them in the coming fiscal years:

Vision 1: The Town Center is well underway, in accord with the Town Center Development Plan, and its design and amenities engender and project a desirable sense of place.

1. Administer the agreements reached under the T.I.F. District Consent Decree including a focus on the ongoing development and redevelopment of commercial and residential areas in both Village T.I.F. Districts.

2. Continue to work towards the completion of the Town Center project.

Vision 2: We take pride in quality municipal service delivery.

1. Continue to administer the Customer Service Program using the criteria established in the Lincoln Award for Organizational Effectiveness. Start the process of gearing up for a reapplication to the Lincoln Foundation for another award.

Narrative (Cont'd)

FY 2015-16 Key Objectives (Cont'd)

2. Continue to implement the tenets of the Village's Strategic Plan adopted by the Village Board in December 2006.

3. Implement the goals and objectives given by the Intergovernmental Risk Management Agency to all operating departments as per their IRMA Management Assessment Program - IMAP. The Village underwent an evaluation in calendar year 2013. The Village received a score of 99%. This is considered exceptional.

4. Administer some or all of the recommendations of the Compensation Study depending on their applicability, usefulness and Board direction.

5. Successfully negotiate and settle the labor contract between the Metropolitan Alliance of Police and the Village of Addison.

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$1,600,874	$1,549,700	$1,560,900
Number of Employees	11	11	11
HUMAN RESOURCES			
Outputs			
Number of positions recruited	22	19	10
Number of applicants for employment**	701	150	160
Effectiveness			
Number of employment separations	22	16	10
Number of employee grievances	0	0	0
Efficiency			
Percentage increase in medical premium	1%	0%	8%
Percentage increase in dental premium	6%	2.5%	6%
Overall increase in health premiums	1.2%	.01%	8%
RISK MANAGEMENT			
Outputs			
Total number of claims	73	78	80
Effectiveness			
Number of Workers Compensation claims	6	12	8
Number of Property claims	38	45	40
Number of Auto Property claims	16	8	9

Narrative (Cont'd)

Performance Measures (Cont'd)

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
RISK MANAGEMENT (CONT'D)			
Efficiency			
Experience modifier (credit) deducted from premium	Added to $105,561	Added to $57,482	Added to $50,000
Interest income credit received on premium due	$130,261	$173,406	$100,000
PURCHASING			
Outputs			
Number of purchase orders	1,464	1,478	1,480
Number of bids processed	20	24	30
Efficiency			
Purchase order to order placement (hours)	48	48	25
Weeks from bid distribution to Board approval	6	6	6

**Number of applicants for employment in FY 2013-14 increased due to a Police Patrol recruitment.

ADMINISTRATION

Personnel Summary

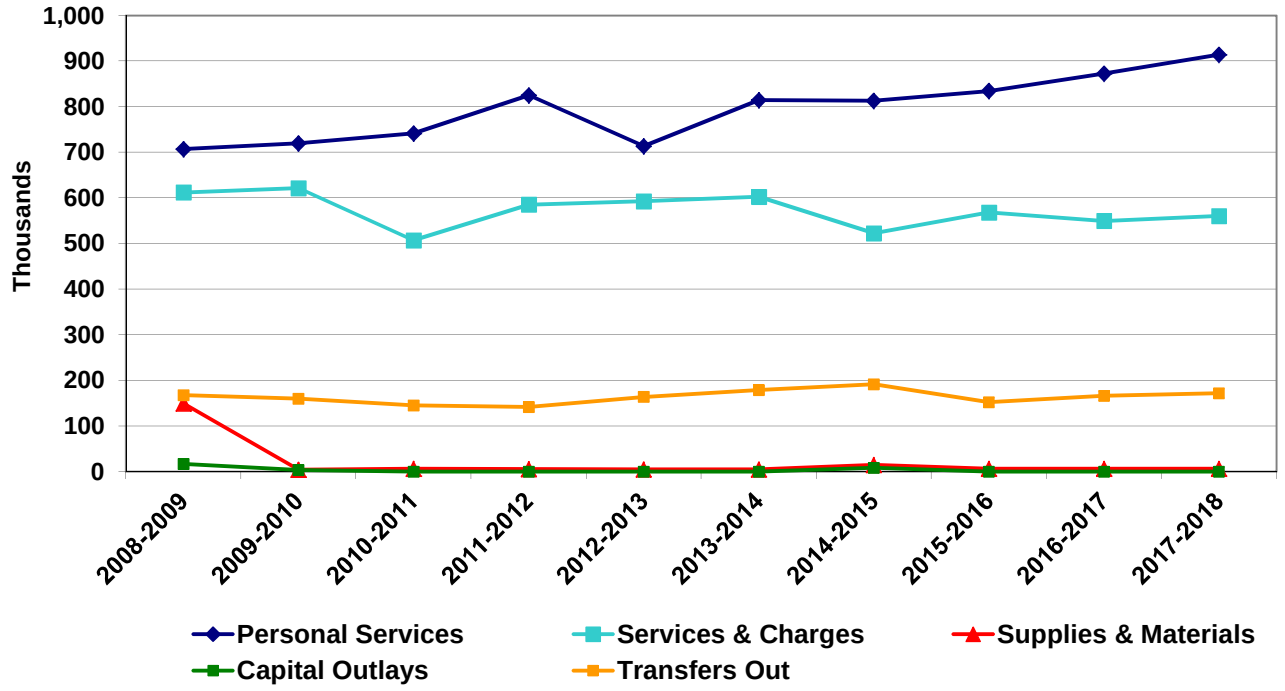
Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Mayor/Liquor Comm.	0.70	0.70	0.70	0.70	0.70
Village Clerk	0.70	0.70	0.70	0.70	0.70
Village Trustees (6)	4.20	4.20	4.20	4.20	4.20
Village Manager	0.70	0.70	0.70	0.70	0.70
Director of Human Res./Risk Mgt.	0.70	0.70	0.70	0.70	0.70
Purchasing Agent	0.70	0.70	0.70	0.70	0.70
Executive Secretary	0.70	0.70	0.70	0.70	0.70
Human Resources Assistant	0.70	0.70	0.70	0.70	0.70
Clerk Typist	0.70	0.70	0.70	0.70	0.70
Part-Time Clerk Typist (2)	2.00	2.00	2.00	2.00	2.00
Part-Time Admin Assistant	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	12.80	12.80	12.80	12.80	12.80
Authorized & Unbudgeted:					
*Clerk Typist	0.70				
Total Authorized:	13.50				

Note: Page 31 summarizes Employee Allocation Between Departments

*In 2010 & 2011, the Village offered a Voluntary Incentive Separation plan to avoid layoffs. This position will remain unbudgeted until funding is available.

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	813,200	**834,600**	872,600	914,100
Services & Charges	522,500	**568,200**	549,700	560,800
Supplies & Materials	14,500	**6,000**	6,000	6,000
Capital Outlays	8,200	**0**	0	0
Transfers Out	191,300	**152,100**	166,400	171,800
Total	1,549,700	**1,560,900**	1,594,700	1,652,700



The increase in Supplies and Materials in FY09 is due to expenses incurred for Emergency Operations resulting from the September 2008 flood event.

ADMINISTRATION

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1012		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	260,593	262,477	272,800	273,100	**280,400**	288,900	297,600
4002		WAGES CLERICAL	92,716	115,113	126,500	124,500	**135,100**	142,600	150,500
4004		OVERTIME	1,052	2,432	1,500	500	**1,500**	1,500	1,500
4006		OTHER PAY	6,368	8,125	7,500	5,500	**8,400**	8,400	8,400
4007		PART TIME	123,164	128,251	121,200	137,600	**127,900**	134,900	142,400
4009		IMRF	64,221	72,710	71,000	72,000	**72,000**	74,500	78,300
4010		SOCIAL SECURITY	35,630	38,385	44,000	40,000	**46,900**	48,700	50,500
4012		HOSPITALIZATION	65,839	89,534	93,500	103,000	**95,000**	105,300	116,700
4016		UNEMPLOYMENT COMP.	10,862	40,791	12,000	5,000	**15,000**	15,000	15,000
4017		ELECTED OFFICIALS	42,221	45,143	41,000	41,000	**41,000**	41,000	41,000
4020		SICK PAY	9,362	10,510	11,000	11,000	**11,400**	11,800	12,200
4022		LIFE INSURANCE	1,595	1,067	0	0	**0**	0	0
		SUBTOTAL	713,623	814,538	802,000	813,200	**834,600**	872,600	914,100
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,201	1,662	1,700	1,700	**1,700**	1,800	1,900
4103	(1)	PROF SVCS.-LEGAL	419,461	430,235	365,000	365,000	**380,000**	380,000	390,000
4107		PROF SVCS.-MEDICAL	131	265	0	600	**0**	0	0
4110	(2)	TECH. & CONSULT. SVCS.	512	23,631	0	300	**30,000**	10,000	10,000
4115		COMMUNICATIONS-TELEPHONE	12,186	19,349	10,000	17,000	**13,000**	13,000	13,000
4116		COMMUNICATIONS-PORT DEV	8,035	1,739	1,300	2,000	**4,000**	4,000	4,000
4117		COMMUNICATIONS-POSTAGE	2,983	2,810	3,000	3,000	**3,000**	3,000	3,000
4118		COPY/REPRODUCTION	2,457	2,477	2,100	3,500	**2,100**	2,100	2,100
4120	(3)	PUBLIC RELATIONS	86,053	49,189	61,000	61,000	**63,500**	63,500	63,500
4160		PRINTING	2,599	3,462	2,500	2,500	**2,500**	2,500	2,500
4161		PUBLICATION OF NOTICES	0	903	1,000	500	**1,000**	1,000	1,000
4163	(4)	CONFERENCES	11,131	17,826	13,000	13,000	**13,300**	13,300	13,300
4164		TRAINING	0	120	0	0	**0**	0	0
4180		REPAIRS & MAINTENANCE	703	1,903	1,500	1,500	**1,500**	1,500	1,500
4192	(5)	DUES/SUBSCRIPTIONS	39,388	39,587	43,500	43,500	**45,600**	47,000	48,000
4199		OTHER SERVICES & CHARGES	6,194	7,557	7,000	7,400	**7,000**	7,000	7,000
		SUBTOTAL	593,034	602,715	512,600	522,500	**568,200**	549,700	560,800
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	3,355	1,693	4,000	4,000	**4,000**	4,000	4,000
4203		CLOTHING SUPPLIES	309	137	0	500	**0**	0	0
4299		OTHER OPERATING SUPPLIES	1,512	2,787	2,000	10,000	**2,000**	2,000	2,000
		SUBTOTAL	5,176	4,617	6,000	14,500	**6,000**	6,000	6,000
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	0	10,000	8,200	**0**	0	0
		SUBTOTAL	0	0	10,000	8,200	**0**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IT	163,813	179,004	174,100	191,300	**152,100**	166,400	171,800
		SUBTOTAL	163,813	179,004	174,100	191,300	**152,100**	166,400	171,800
		TOTAL FOR DEPARTMENT	1,475,646	1,600,874	1,514,700	1,549,700	**1,560,900**	1,594,700	1,652,700

Notes

4103	**(1)**	**PROF SVCS.-LEGAL**			**380,000**
	380,000	GENERAL COUNSEL			
4110	**(2)**	**TECH & CONSULT SERVICES**			**30,000**
	20,000	UPDATE STRATEGIC PLAN	10,000	SUBURBAN O'HARE COMMISSION	
4120	**(3)**	**PUBLIC RELATIONS**			**63,500**
	26,800	FAMILY & YOUTH SERVICES	20,500	EMPLOYEE AWARDS	
	15,000	ADDISON CENTER FOR THE ARTS	1,200	EMPLOYEE OF THE MONTH	
4163	**(4)**	**CONFERENCES**			**13,300**
	7,000	VARIOUS MEETINGS (7 @ $1,000)	2,100	US CONFERENCE OF MAYORS	
	4,200	IL MUNICIPAL LEAGUE			
4192	**(5)**	**DUES/SUBSCRIPTIONS**			**45,600**
	36,600	DUPAGE MAYORS & MANAGERS	100	CRAINS	
	300	ADDISON CHAMBER OF COMMERCE	600	ILLINOIS TOLLWAY	
	450	CITITECH USA MEMBERSHIP	500	MUNICIPAL CLERKS - ILLINOIS	
	210	AM BEST	200	KIWANIS	
	150	IL COMP STATE BAR	250	NOTARY FEES	
	400	MUNICIPAL CLERKS - DUPAGE	2,300	IL MUNICIPAL LEAGUE	
	300	SAMS CLUB	500	CMAP CONTRIBUTION	
	450	IL TAX INCREMENT SUBSCRIPTION	185	NIGP	
	1,755	METRO MAYORS CAUCUS	350	ILLINOIS EMPLOYMENT LAW LETTER	

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Narrative

DESCRIPTION OF DEPARTMENTAL PROGRAMS AND ACTIVITIES

Cultural Arts Development Commission

This Commission was developed to provide the community with cultural enrichment. The Cultural Arts Development Commission works with other related organizations to bring cultural events to the Village. Due to the lagging economy and the opening of the Addison Center for the Arts, funding for this commission has been suspended and no budget presented. A contribution to the Addison Center for the Arts can be found in the Public Relations line item in the Administration budget.

Addison Historical Commission

The Historical Commission was created to preserve the history of the Village by collecting and displaying historical artifacts at the Historical Museum located in the Balzer House in the Historical District. The Historical District, located across the street from the Village Hall on Army Trail Blvd., began taking shape with the purchase of Century House in the 1992-1993 Fiscal year. The subsequent purchase and restoration of the historical Balzer House and accompanying Coach House complete the Historical District. Funding for this commission has been suspended and no budget presented. However, costs associated with operating the Historical District can be found in various line items in the Community Relations Department and the Public Building Fund.

Blood Bank Commission

This commission operates the Addison Life Source Blood Program, of which all Addison residents are members at no charge. This applies to residents and their families, including grandparents, grandparents-in-law, and dependent children living away from home. The program also applies to any hospital throughout the United States and Canada.

Senior Citizen Commission

This commission serves as a liaison between elected officials and senior citizens in the Village of Addison. The members of the Senior Citizen Commission also coordinate various events for the Addison Park District Senior Citizens Club, which currently has over 240 members and meets on a weekly basis. Members of the Senior Citizens Club volunteer their time as greeters in the Addison Police Department lobby on weekdays to help direct court traffic, participate in the Seniors and Law enforcement Together (S.A.L.T.) program, and help with routine clerical duties such as copying and mass mailings. Some of the social outings include a Red-White-Blue celebration, Royalty Day, Men’s Night Out and Ladies Day Fashion and many other programs.

Police Commission

The Police Commission was established in 1950 and is responsible for the examination and hiring of new patrol officers, promotions within the force, and discipline where the penalty exceeds five days. The members are appointed by the Mayor with the approval of the Trustees.

BOARDS & COMMISSIONS

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized and Unbudgeted:					
PT CA Commission Chair	1.00	0.00	0.00	0.00	0.00
Total Authorized	1.00	0.00	0.00	0.00	0.00

The PT Cultural Arts Commission Chair position is vacant due to funding cuts.

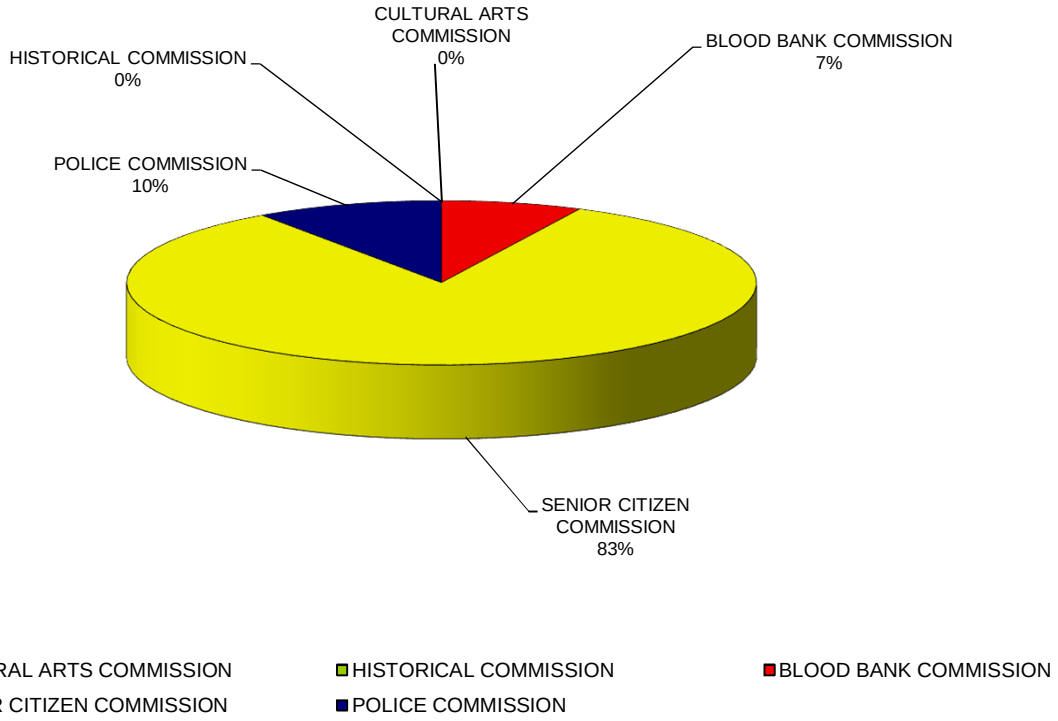
BOARDS & COMMISSIONS

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1020		**EXPENDITURES**							
1021	*	CULTURAL ARTS COMMISSION	0	0	0	0	**0**	0	0
1022	**	HISTORICAL COMMISSION	0	0	0	0	**0**	0	0
1023		BLOOD BANK COMMISSION	1,349	1,286	1,500	1,500	**1,500**	1,500	1,500
1028		SENIOR CITIZEN COMMISSION	16,514	17,200	17,200	17,200	**17,200**	17,200	17,200
1029		POLICE COMMISSION	13,442	1,433	45,500	33,518	**2,000**	2,000	2,000
		TOTAL BOARDS & COMMISSIONS	31,305	19,919	64,200	52,218	**20,700**	20,700	20,700

* Effective with the FY 11-12 budget the Cultural Arts Commision is unfunded. A stipend to the Addison Center for the Arts is included in the Administration budget - Public Relations. Therefore, no budget page is included.

** Effective with the FY 11-12 budget the Historical Commission is unfunded. Expenditures for staff and expenses are now part of the Community Relations Department budget. Therefore, no budget page is included.



CULTURAL ARTS COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2011-12 ACTUAL	2012-13 ACTUAL	2013-14 BUDGET	*2014-15 REQUEST*	**2014-15 BUDGET**	2015-16 BUDGET	2016-17 BUDGET	2018-19 BUDGET
1021	**EXPENDITURES**								
		PERSONAL SERVICES							
4006	OTHER PAY	0	0	0	*0*	**0**	0	0	0
4010	SOCIAL SECURITY	0	0	0	*0*	**0**	0	0	0
	SUBTOTAL	0	0	0	*0*	**0**	**0**	0	0
		SERVICES & CHARGES							
4106	PROF SVCS.-CODIFICATION	0	0	0	*0*	**0**	0	0	0
4110	TECH. & CONSULT. SVCS.	0	0	0	*0*	**0**	0	0	0
4115	COMMUNICATIONS-TELEPHONE	0	0	0	*0*	**0**	0	0	0
4117	COMMUNICATIONS-POSTAGE	0	0	0	*0*	**0**	0	0	0
4118	COPY/REPRODUCTION	0	0	0	*0*	**0**	0	0	0
4120	PUBLIC RELATIONS	0	0	0	*0*	**0**	0	0	0
4160	PRINTING	0	0	0	*0*	**0**	0	0	0
4163	CONFERENCES	0	0	0	*0*	**0**	0	0	0
4192	DUES/SUBSCRIPTIONS	0	0	0	*0*	**0**	0	0	0
4199	OTHER SERVICES & CHARGES	0	0	0	*0*	**0**	0	0	0
	SUBTOTAL	0	0	0	*0*	**0**	0	0	0
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	0	0	0	*0*	**0**	0	0	0
4299	OTHER OPERATING SUPPLIES	0	0	0	*0*	**0**	0	0	0
	SUBTOTAL	0	0	0	*0*	**0**	**0**	0	0
	TOTAL FOR COMMISSION	0	0	0	*0*	**0**	**0**	0	0

Effective with the FY 11-12 budget the Cultural Arts Commision is unfunded. A stipend to the Addison Center for the Arts is included in the Administration budget - Public Relations.

HISTORICAL COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2011-12 ACTUAL	2012-13 ACTUAL	2013-14 BUDGET	2013-14 EST ACT	2014-15 *REQUEST*	**2014-15 BUDGET**	2015-16 BUDGET	2016-17 BUDGET
1022	**EXPENDITURES**								
		PERSONAL SERVICES							
4006	OTHER PAY	0	0	0	*0*	*0*	**0**	0	0
4007	PART TIME	1,121	0	0	*0*	*0*	**0**	0	0
4009	IMRF	0	0	0	*0*	*0*	**0**	0	0
4010	SOCIAL SECURITY	0	0	0	*0*	*0*	**0**	0	0
	SUBTOTAL	1,121	0	0	0	*0*	**0**	0	0
		SERVICES & CHARGES							
4105	PROF. SVCS. DATA PROC.	0	0	0	*0*	*0*	**0**	0	0
4115	COMMUNICATIONS-TELEPHONE	0	0	0	*0*	*0*	**0**	0	0
4117	COMMUNICATIONS-POSTAGE	0	0	0	*0*	*0*	**0**	0	0
4118	COPY/REPRODUCTION	0	0	0	*0*	*0*	**0**	0	0
4120	PUBLIC RELATIONS	35	0	0	*0*	*0*	**0**	0	0
4160	PRINTING	0	0	0	*0*	*0*	**0**	0	0
4163	CONFERENCES	0	0	0	*0*	*0*	**0**	0	0
4170	PUBLIC UTIL GAS - HEAT	0	0	0	*0*	*0*	**0**	0	0
4180	REPAIRS & MAINTENANCE	0	0	0	*0*	*0*	**0**	0	0
4192	DUES/SUBSCRIPTIONS	0	0	0	*0*	*0*	**0**	0	0
4199	OTHER SERVICES & CHARGES	0	0	0	*0*	*0*	**0**	0	0
	SUBTOTAL	35	0	0	0	*0*	**0**	0	0
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	0	0	0	*0*	*0*	**0**	0	0
4299	OTHER OPERATING SUPPLIES	0	0	0	*0*	*0*	**0**	0	0
	SUBTOTAL	0	0	0	0	*0*	**0**	0	0
	TOTAL FOR COMMISSION	1,156	0	0	0	*0*	**0**	0	0

Effective with the FY 11-12 budget the Historical Commission is unfunded. Expenditures for staff and expenses are now part of the Community Relations Department budget.

BLOOD BANK COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	*2015-16 REQUEST*	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1023	**EXPENDITURES**								
		SERVICES & CHARGES							
4117	COMMUNICATIONS-POSTAGE	120	80	200	200	*200*	**200**	200	200
4118	COPY/REPRODUCTION	153	56	200	200	*200*	**200**	200	200
4120	PUBLIC RELATIONS	586	543	400	400	*400*	**400**	400	400
4199	OTHER SERVICES & CHARGES	69	64	100	100	*100*	**100**	100	100
	SUBTOTAL	928	743	900	900	*900*	**900**	900	900
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	294	281	200	200	*200*	**200**	200	200
4299	OTHER OPERATING SUPPLIES	127	262	400	400	*400*	**400**	400	400
	SUBTOTAL	421	543	600	600	*600*	**600**	600	600
	TOTAL FOR COMMISSION	1,349	1,286	1,500	1,500	*1,500*	**1,500**	1,500	1,500

SENIOR CITIZEN COMMISSION

Budget

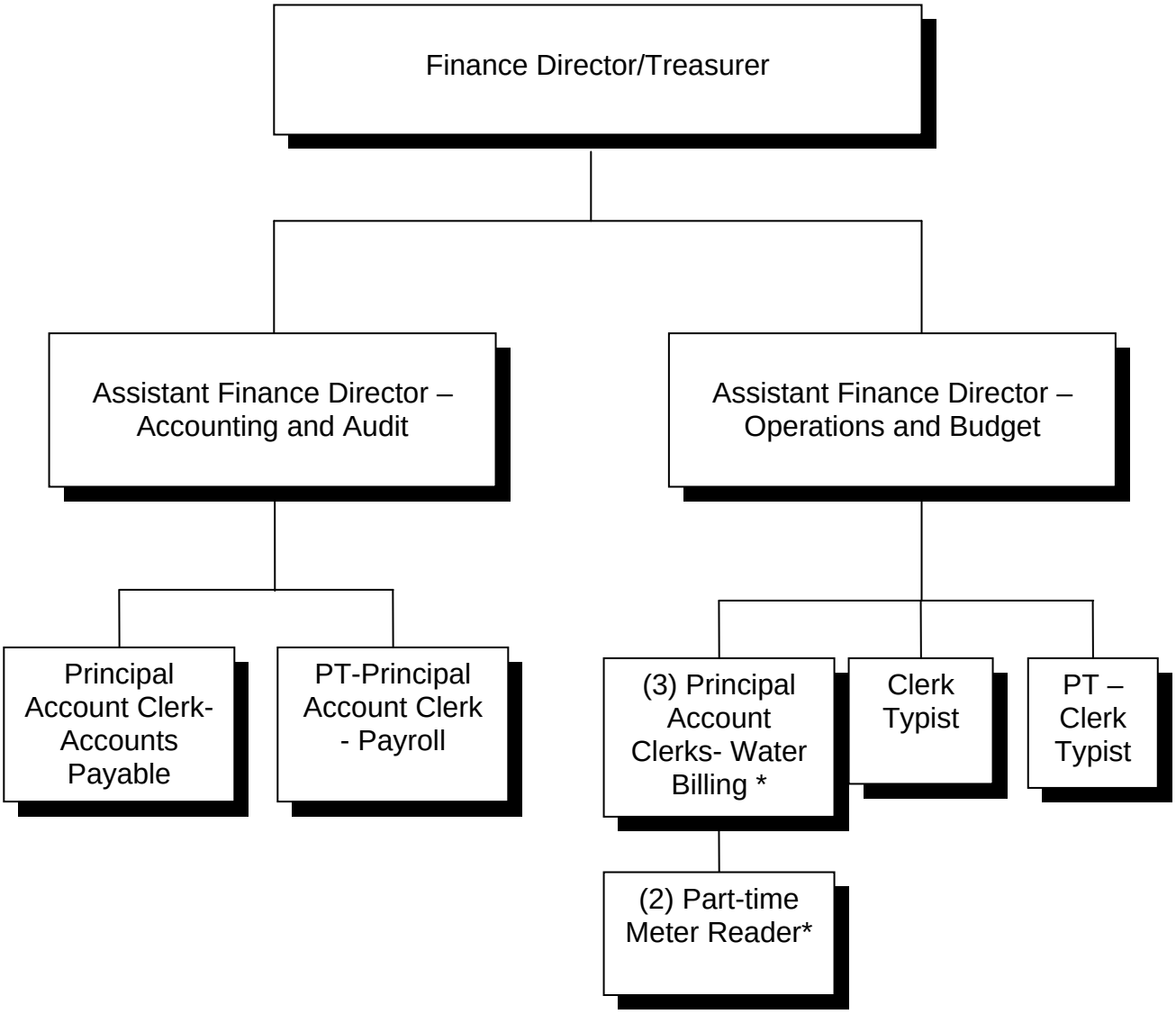
ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	*2015-16 REQUEST*	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1028	**EXPENDITURES**								
		SERVICES & CHARGES							
4120	PUBLIC RELATIONS								
	SENIOR ANNV. PARTY	1,700	1,700	1,700	1,700	*1,700*	**1,700**	1,700	1,700
	ROYALTY DAY	1,400	1,400	1,400	1,400	*1,400*	**1,400**	1,400	1,400
	RED-WHITE-BLUE (PICNIC)	1,300	1,300	1,300	1,300	*1,300*	**1,300**	1,300	1,300
	MEN'S NIGHT OUT	800	800	800	800	*900*	**800**	800	800
	LADIES DAY FASHION	1,300	1,300	1,300	1,300	*1,300*	**1,300**	1,300	1,300
	HALLOWEEN	800	900	900	900	*1,000*	**900**	900	900
	THANKSGIVING	1,000	1,100	1,100	1,100	*1,100*	**1,100**	1,100	1,100
	CHRISTMAS	2,700	2,500	2,500	2,500	*2,700*	**2,500**	2,500	2,500
	NEW YEAR'S (IN MAY)	1,700	1,700	1,700	1,700	*1,700*	**1,700**	1,700	1,700
	VALENTINE'S DAY	600	700	700	700	*800*	**700**	700	700
	ST. PATRICK'S DAY	1,600	1,600	1,600	1,600	*1,700*	**1,600**	1,600	1,600
	EASTER	600	700	700	700	*800*	**700**	700	700
	SNOWBIRDS FAREWELL DAY	0	500	500	500	*300*	**500**	500	500
	OCTOBERFEST	0	500	500	500	*900*	**500**	500	500
	VETERANS DAY	0	500	500	500	*900*	**500**	500	500
	SUBTOTAL	16,500	17,200	17,200	17,200	*18,500*	***17,200***	17,200	17,200
		SUPPLIES & MATERIALS							
4203	CLOTHING SUPPLIES	14		0	*0*	*0*	**0**	0	0
	TOTAL FOR COMMISSION	16,514	17,200	17,200	17,200	*18,500*	**17,200**	17,200	17,200

POLICE COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	*2015-16 REQUEST*	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1029	**EXPENDITURES**								
		PERSONAL SERVICES							
4004	OVERTIME	441	750	0	448	*200*	**200**	200	200
	SUBTOTAL	441	750	0	448	*200*	**200**	200	200
		SERVICES & CHARGES							
4103	PROF SERV LEGAL	0	0	0	0	*0*	**0**	0	0
4107	PROF SERV MEDICAL	0	0	0	0	*0*	**0**	0	0
4110	TECH. & CONSULT. SVCS.	11,045	585	44,000	32,090	*1,800*	**1,800**	1,800	1,800
4117	COMMUNICATIONS-POSTAGE	496	0	0	0	*0*	**0**	0	0
4118	COPY/REPRODUCTION	0	0	0	0	*0*	**0**	0	0
4160	PRINTING	0	0	0	0	*0*	**0**	0	0
4161	PUBLICATION OF NOTICES	847	0	1,500	595	*0*	**0**	0	0
4163	CONFERENCES	205	0	0	0	*0*	**0**	0	0
4192	DUES/SUBSCRIPTIONS	375	0	0	375	*0*	**0**	0	0
4199	OTHER SERVICES & CHARGES	0	0	0	0	*0*	**0**	0	0
	SUBTOTAL	12,968	585	45,500	33,060	*1,800*	**1,800**	1,800	1,800
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	0	0	0	0	*0*	**0**	0	0
4203	CLOTHING	0	0	0	0	*0*	**0**	0	0
4299	OTHER OPERATING SUPPLIES	33	98	0	10	*0*	**0**	0	0
	SUBTOTAL	33	98	0	10	*0*	**0**	0	0
	TOTAL FOR COMMISSION	13,442	1,433	45,500	33,518	*2,000*	**2,000**	2,000	2,000

Organization Structure



* 2 Principal Account Clerk and 2 Meter Reader position(s) are not charged to this budget

FINANCE

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Finance Department is managed by the Finance Director who directs and coordinates the fiscal operations of the Village with the help of two (2) Assistant Finance Directors. The department has two divisions, Accounting and Audit, and Operations and Budget. The Finance Director advises and makes recommendations to the Village Board and Administration concerning current and future financial policies and needs. The Finance Director is appointed Treasurer by the Village Board. As custodian of Village funds, the Village Treasurer performs cash flow analysis, invests available funds, and administers pension plans as required by policy or State Statute.

Accounting and Audit

Major responsibilities include administration and control of accounting records in compliance with generally accepted accounting principles and compliance with local ordinances, as well as State and Federal Statutes. Monthly financial and investment reports in addition to cash and banking reconciliations are also included. Primary responsibility for the annual audit is within this division. A Comprehensive Annual Financial Report (CAFR) is prepared in conformity with the Governmental Accounting Standards Board requirements, using the Governmental Accounting Auditing and Financial Reporting model established by the Government Finance Officers Association. Additional State and local reporting is also accomplished by this division. This area includes direct supervision of accounts payable and payroll.

The Village is audited annually by an external independent accounting firm to assure compliance with accounting standards and reporting along with local, state, and federal regulations. Internal controls are reviewed to assure the safeguard of assets and to prevent irregularities. The Finance Department throughout the year works to assure that the Village is in compliance with financial and reporting regulations, and ensure that internal controls are maintained.

Operations and Budget

Major responsibilities include direct supervision of water billing, accounts receivable and collections (front counter) in the day-to-day interactions with residents and customers, both internal and external. The division processes payments received by the Village for water bills, permits, tickets, vehicle stickers and various other payments. Primary responsibility for the preparation, presentation, and administration of the annual Village budget is within this division. Trend analysis of revenues and expenditures are reviewed and projected during the budget process. The budget document is a planning, control, and measurement policy of the Village. The current budget presents current year plus two projected years. Once adopted by the Village Board, the control and measurement process of budget administration begins. The annual audit also reviews and measures Village budget performance.

Narrative (Cont'd)

FY 2015-16 Key Objectives

Vision 6: We take pride in quality municipal service delivery.

1. Improve the efficiency and internal control of the cash collection systems.

   - Encourage the use of the lockbox and debit payment systems.
   - Review cash collection procedures in other departments.
   - Review potential opportunities for revenue audits to verify revenues received by the Village.

2. Continually review and revise department procedures.

   - Develop procedures that utilize the financial system more effectively and efficiently.
   - Continue implementation, with the Water Department, of the radio read water meter reading system.
   - Review and update Red Flag Identity Theft Policy.

3. Monitor, plan and report on the fiscal health of the Village.

   - Develop alternatives to finance the capital improvement programs.
   - Continue inclusion of the full annual budget and summary on the Village's website.
   - Continue inclusion of the full CAFR on the Village Website.

4. Complete all statutory and Village mandated reporting requirements.

   - Prepare monthly Finance Director's and Treasurer's reports.
   - Prepare annual Appropriations Ordinance, Property Tax Levy, State Treasurer's report, Comptroller's report, and Police Pension Department of Insurance report.
   - Prepare and submit the Annual Budget and the Comprehensive Annual Financial Report (CAFR) for the Government Finance Officers Association (GFOA) award program.

FINANCE

Narrative (Cont'd)

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$561,357	$611,000	$654,000
Number of Employees	11	11	11
Outputs			
Comprehensive Annual Financial Report	1	1	1
Budget Document	1	1	1
Utility Accounts Bills	58,735	58,780	58,830
Final-Billed Accounts	877	927	977
Accounts Payable Checks Issued	3,889	4,000	4,100
Payroll Checks Issued	6,498	6,425	6,450
Effectiveness			
Bond Rating (Desire:AAA)	AA+	AA+	AA+
GFOA Award	100%	100%	100%
% of Estimated Utility Bills	.80%	.70%	.60%

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Finance Director	0.55	0.55	0.55	0.55	0.55
Asst. Finance Director - A & A	0.70	0.70	0.70	0.70	0.70
Asst. Finance Director - O & B	0.55	0.55	0.55	0.55	0.55
Principal Account Clerk (4)~	0.95	0.95	0.95	0.95	0.95
Clerk Typist	0.25	0.25	0.25	0.25	0.25
Part-Time Clerk Typist	0.25	0.25	0.25	0.25	0.25
Part-Time Meter Reader~	1.00	0.00	0.00	0.00	0.00
Part-Time Principal Account Clerk	0.70	0.70	0.70	0.70	0.70
Total Budgeted:	4.95	3.95	3.95	3.95	3.95
Authorized and Unbudgeted:					
*Administrative Secretary	0.70				
Part-Time Meter Reader~	1.00				
*Seasonal/Part-Time	1.00				
Subtotal:	*2.70*				
Total Authorized:	7.65				

Note: Page 31 summarizes Employee Allocation Between Departments

In 2010 & 2011, the Village offered a Voluntary Incentive Separation plan to avoid layoffs. Starting in FY 2010, due to declining revenues, the Village has not hired seasonal help.

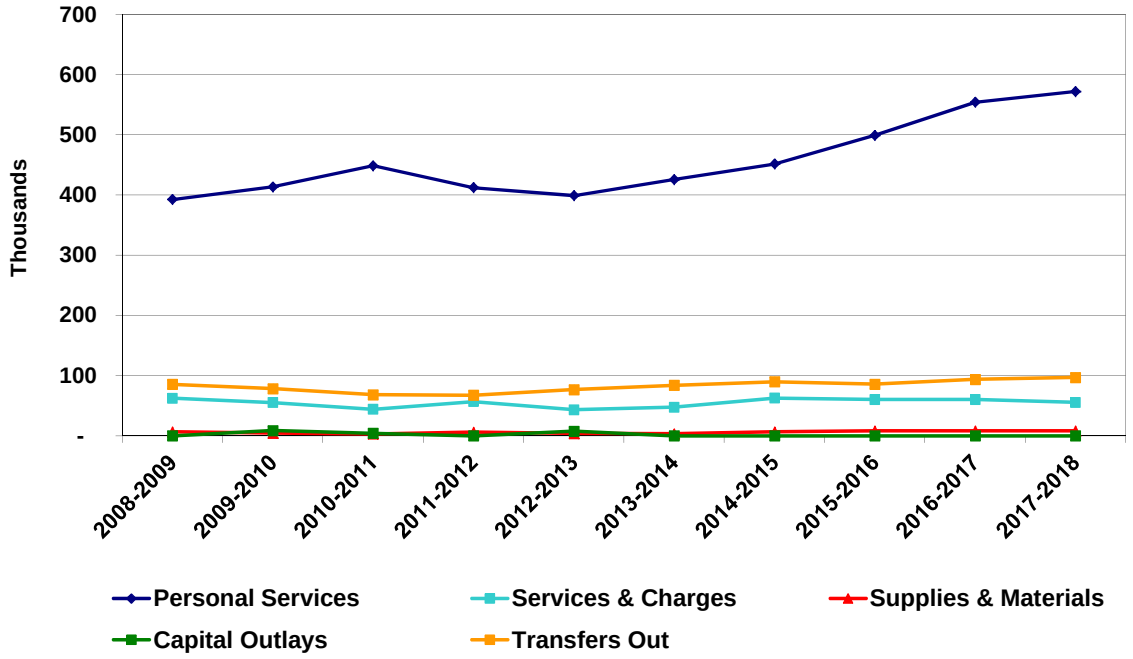
*These positions will remain unbudgeted until funding is available.

~2 Principal Account Clerk & 2 Part-Time Meter Reader positions are not charged to this budget.

FINANCE

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	451,700	**499,500**	554,400	572,200
Services & Charges	62,800	**60,400**	60,500	55,600
Supplies & Materials	6,700	**8,100**	8,100	8,100
Capital Outlays	0	**0**	0	0
Transfers Out	89,800	**86,000**	94,000	97,100
Total	611,000	**654,000**	717,000	733,000



Note: The increase in personal services for FY 2011 is due to the VISP and payout of accrued pay in a lump sum.

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1040		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	194,853	210,722	232,600	220,000	**241,400**	249,700	258,300
4002		WAGES CLERICAL	65,876	73,942	69,700	69,600	**87,800**	120,500	123,800
4004		OVERTIME	332	633	1,000	1,000	**1,000**	1,000	1,000
4006		OTHER PAY	3,238	3,981	6,000	3,000	**6,000**	6,000	6,000
4007		PART TIME	32,227	34,390	35,000	51,000	**47,400**	33,000	33,000
4009		IMRF	36,924	42,905	45,500	43,700	**43,700**	49,100	50,800
4010		SOCIAL SECURITY	21,712	23,854	26,100	25,800	**27,100**	30,300	30,600
4012		HOSPITALIZATION	41,481	32,592	34,300	32,400	**40,300**	59,800	63,700
4020		SICK PAY	1,485	2,588	4,800	5,200	**4,800**	5,000	5,000
4022		LIFE INSURANCE	976	504	0	0	**0**	0	0
		SUBTOTAL	399,104	426,111	455,000	451,700	**499,500**	554,400	572,200
			SERVICES & CHARGES						
4101	(1)	PROF SVCS.-ACCTNG/AUDITING	2,612	3,472	3,600	3,500	**3,700**	3,800	3,900
4105	(2)	PROF SVCS.-DATA PROCESS.	5,940	4,725	6,400	6,400	**6,400**	6,400	6,400
4107		PROF SVCS.-MEDICAL	288	140	0	600	**0**	0	0
4110	(3)	TECH. & CONSULT. SVCS.	674	3,140	6,000	6,000	**5,500**	5,500	500
4115		COMMUNICATIONS-TELEPHONE	1,295	2,420	2,200	2,100	**2,200**	2,200	2,200
4117		COMMUNICATIONS-POSTAGE	3,429	3,667	3,300	3,300	**3,300**	3,300	3,300
4118		COPY/REPRODUCTION	2,851	1,668	2,600	2,600	**2,600**	2,600	2,600
4123		REAL ESTATE TAXES	805	1,976	1,200	1,200	**1,200**	1,200	1,200
4160		PRINTING	4,934	5,852	5,500	5,500	**5,500**	5,500	5,500
4161		PUBLICATION OF NOTICES	1,080	815	1,500	1,600	**1,500**	1,500	1,500
4163		CONFERENCES	1,188	430	2,000	2,000	**1,000**	1,000	1,000
4164	(4)	TRAINING	1,025	210	1,000	500	**1,000**	1,000	1,000
4180	(5)	REPAIRS & MAINTENANCE	1,200	337	1,700	1,700	**1,700**	1,700	1,700
4190		RENTAL EQUIPMENT	684	684	700	700	**700**	700	700
4192	(6)	DUES & SUBSCRIPTIONS	914	1,009	1,600	1,600	**1,600**	1,600	1,600
4195		BANK CHARGES/VISA FEES	13,856	16,555	18,000	23,000	**22,000**	22,000	22,000
4199		OTHER SERVICES & CHARGES	446	641	500	500	**500**	500	500
		SUBTOTAL	43,221	47,741	57,800	62,800	**60,400**	60,500	55,600
			SUPPLIES & MATERIALS						
4201	(7)	OFFICE SUPPLIES	2,977	3,117	4,200	4,200	**5,600**	5,600	5,600
4220		POSTAGE STAMPS	900	0	1,500	1,500	**1,500**	1,500	1,500
4299		OTHER OPERATING SUPPLIES	302	336	1,000	1,000	**1,000**	1,000	1,000
		SUBTOTAL	4,179	3,453	6,700	6,700	**8,100**	8,100	8,100
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	7,779	0	0	0	**0**	0	0
		SUBTOTAL	7,779	0	0	0	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	9	0	0	0			
4962		TRANSFER TO IT	76,894	84,052	81,700	89,800	**86,000**	94,000	97,100
		SUBTOTAL	76,894	84,052	81,700	89,800	**86,000**	94,000	97,100
		TOTAL FOR DEPARTMENT	531,186	561,357	601,200	611,000	**654,000**	717,000	733,000

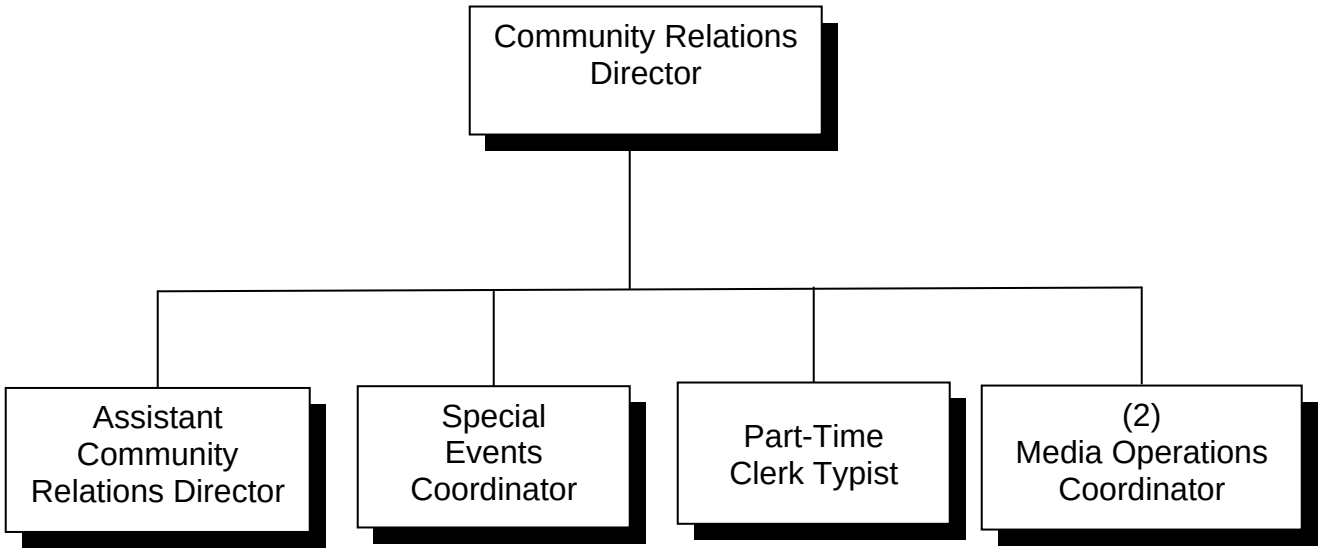
FINANCE

Notes

4101	**(1)**	**PROF SERV/ACCT/AUDITING**			**3,700**
	2,800	ANNUAL AUDIT	400	GFOA BUDGET AWARD APPL.	
	500	GFOA CAFR AWARD APPLICATION			
4105	**(2)**	**PROF SERV DATA PROCESSING**			**6,400**
	1,000	IDC FORMS CREATION & PROGRAMMING	400	RECORD INFORMATION SYSTEMS	
	1,000	ANNUAL MAINTENANCE - 3RD MILL	4,000	TRACKER SOFTWARE LEASE	
4110	**(3)**	**TECH. & CONSULT. SVCS.**			**5,500**
	2,000	GASB ACTUARIAL (2,000 16-17)	3,000	OPEB ACTUARIAL (3,000 16-17)	
	500	NIRMS ANNUAL DISCLOSURE			
4164	**(4)**	**TRAINING**			**1,000**
	1,000	GFOA/IGFOA TRAINING			
4180	**(5)**	**REPAIRS AND MAINTENANCE**			**1,700**
	1,200	FOLDER/INSERTER	500	POSTAGE METER	
4192	**(6)**	**DUES/SUBSCRIPTIONS**			**1,600**
	400	GOVERNMENT FINANCE OFFICERS ASSN	200	AICPA/ILCPA MEMBERSHIP	
	50	SAMS CLUB	100	AMEX MEMBERSHIP	
	850	ILLINOIS GFOA			
4201	**(7)**	**OFFICE SUPPLIES**			**5,600**
	3,200	OFFICE SUPPLIES	2,400	PRINTER CARTRIDGES & TONER	

COMMUNITY RELATIONS

Organization Structure



COMMUNITY RELATIONS

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Community Relations Department delivers "The Addison Advantage" ™ within the Village organization, and the community of Addison, through a series of multi-faceted objectives.

The Department is responsible for engagement of the community, through development of projects such as Addison's Summer of Special Events including the Memorial Day ceremony and events, "Rock 'N Wheels" ™ concert fests, and Miss Addison Scholarship Pageant, holiday-season celebrations including the Fall Fest, Mayor's Community Charity Ball and Christmas Tree Lighting, operation of the Addison Historical Museum, and special public forums including the annual Itasca Bank & Trust Co. "Shape of Addison" town hall meeting and the biannual "Meet The Candidates" event sponsored by the Addison Chamber of Commerce & Industry.

Community Relations is responsible for transparency and proactive public information including operations and Village production of programming on Addison Community Television, the "Village Addison" YouTube channel, the Addison Advantage.org and It Happens In Addison.com websites, monthly e-newsletter, weekly e-blasts, a Twitter account and two Facebook pages, "Code Red" emergency notification system, the monthly Shaw Media "Community Content" print and online article, the "Addison Connect" mobile app (2015 launch), and serving as public information officer to the Village's Emergency Management Team and Emergency Operations Center.

Community Relations is staffed by the Community Relations Director, Assistant Director, Special Events Coordinator, Historical Museum Curator, and two Media Operations Coordinators. The Community Relations Director is appointed by, and reports to, the Village Manager. Department staff represents the Village Manager at the Special Events and Historical advisory commissions, Mayor's Community Charity Ball, Inc. and planning committee, the Addison Advantage Task Force, Intergovernmental Public Relations Committee, and Rotary Club of Addison.

During Fiscal Year 2014-2015, the Community Relations Department met a number of challenges including: attaining 10,000 attendees at the "Rock 'N Wheels" ™ summer concert fests, increasing visitors to the Historical Museum over the previous year, realizing more than $10,000 in event sponsor revenue from area businesses, exceeding 2,000 subscribers to the Village's e-newsletter, coordinating a new Memorial Day event which engaged new stakeholders and increased attendance by the community, and embarking on the "Dine, Play, and Stay" community marketing and economic development campaign through radio advertising of local restaurant, attractions, and lodging businesses.

Narrative (Cont'd)

FY 2015-16 KEY OBJECTIVES

Vision 2: Our social and economic assets elevate community life.

1. Coordinate the critique of 2014 special events with the Board, staff and Special Events Commission.
2. Complete preparations for 2015 activities.
3. Complete all strategic planning projects assigned to the department.
4. Complete ongoing management of Community events sign.
5. Coordinate streaming video for all Village meetings.
6. Implement Code Red emergency messaging system and "Addison Connect" mobile app system.
7. Develop a new plan for signage at the Museum complex.
8. Review the website for improvement in accordance with the Illinois Policy Institute's Transparency Program to obtain an A rating.
9. Continue participation in the expansion of the Memorial Day festivities.

PREFORMANCE MEASURES

Community Television

PROGRAM NAME	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$747,102	$881,700	$994,100
Number of Employees	6	6	6
Outputs			
Program Name	**# of Programs Produced**		
Addiscene	46	45	40
Around Town/To Your Health	12	10	10
Ask Mayor Veenstra	11	12	12
Village Board Meeting	27	24	24
Village Committee Meeting	43	45	45
"Ask Mayor" Phone/E-Mails	33	35	35
District 4 School Board Meeting	12	12	12
Addison Park District Board Meeting	9	10	10
District 88 School Board Meeting	25	25	25
Addison Public Library Board Meeting	13	12	12
Other Village-Produced Programming	32	35	35
ACTV Update	151	85	85

COMMUNITY RELATIONS

Narrative (Cont'd)

PREFORMANCE MEASURES (Cont'd)

Special Events Attendance

EVENT (FY15/FY16)	FY 14-15 ACTUAL	FY 15-16 PROJECTION
Hot Wings Night	700	700
BBQ Ribs Night	600	800
Italian Night	500	800
Salute the Troops	1,000	2,000
All American Night	850	1,000
Around the World Cuisine	900	1,100
Chef's Special	1,800	1,500
Chicken Night	1,000	1,000
Taco Night/Chef's Special	800	2,000
Chef's Special/Taco Night	900	800
Around the World Cuisine	800	1,000
Chef's Special/BBQ Night	300	2,000
130th Anniversary/Chef's Special	860	1,000
Fall Fest	700	800
Christmas Tree Lighting	1,000	1,000

COMMUNITY RELATIONS

Personnel Summary

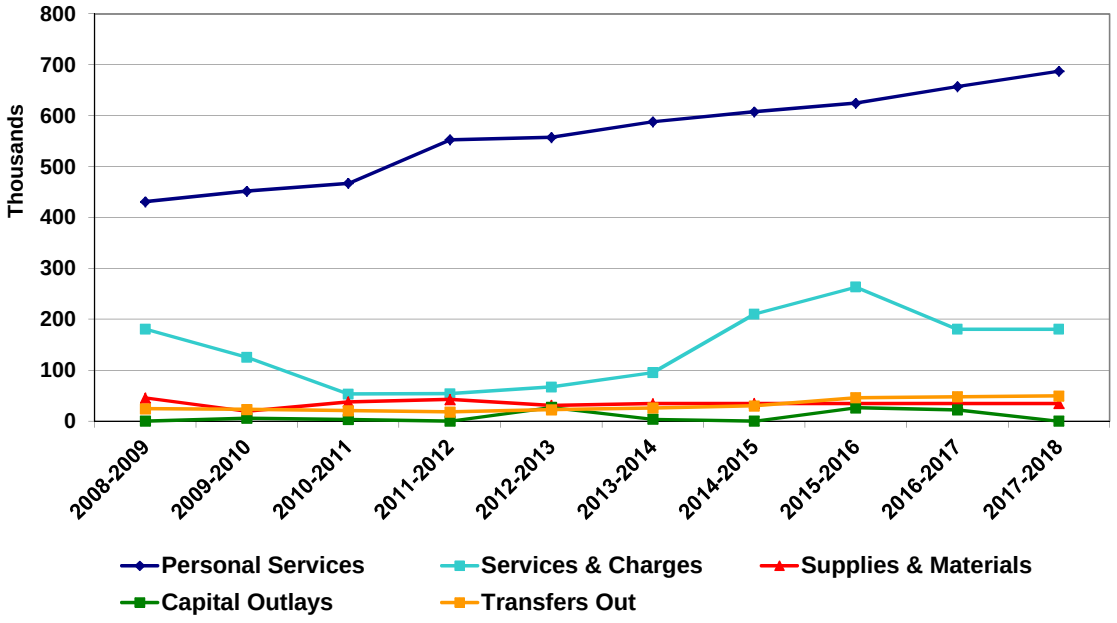
Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Director of Community Relations	1.00	1.00	1.00	1.00	1.00
Asst. Dir. of Community Relations	1.00	1.00	1.00	1.00	1.00
Media Operations Coordinator (2)	2.00	2.00	2.00	2.00	2.00
Special Events Coordinator	1.00	1.00	1.00	1.00	1.00
Part-Time Clerk Typist (Hist Com)	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	6.00	6.00	6.00	6.00	6.00
Authorized and Unbudgeted:					
None					
Total Authorized:	6.00				

In FY 2011-12, the PT Clerk Typist position was transferred from Boards & Commissions, Historical Commission.

COMMUNITY RELATIONS

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	607,400	**624,400**	657,200	687,600
Services & Charges	210,200	**263,300**	180,300	180,400
Supplies & Materials	34,500	**34,500**	34,500	34,500
Capital Outlays	0	**26,000**	22,000	0
Transfers Out	29,600	**45,900**	47,800	49,200
Total	881,700	**994,100**	941,800	951,700



COMMUNITY RELATIONS

Budget

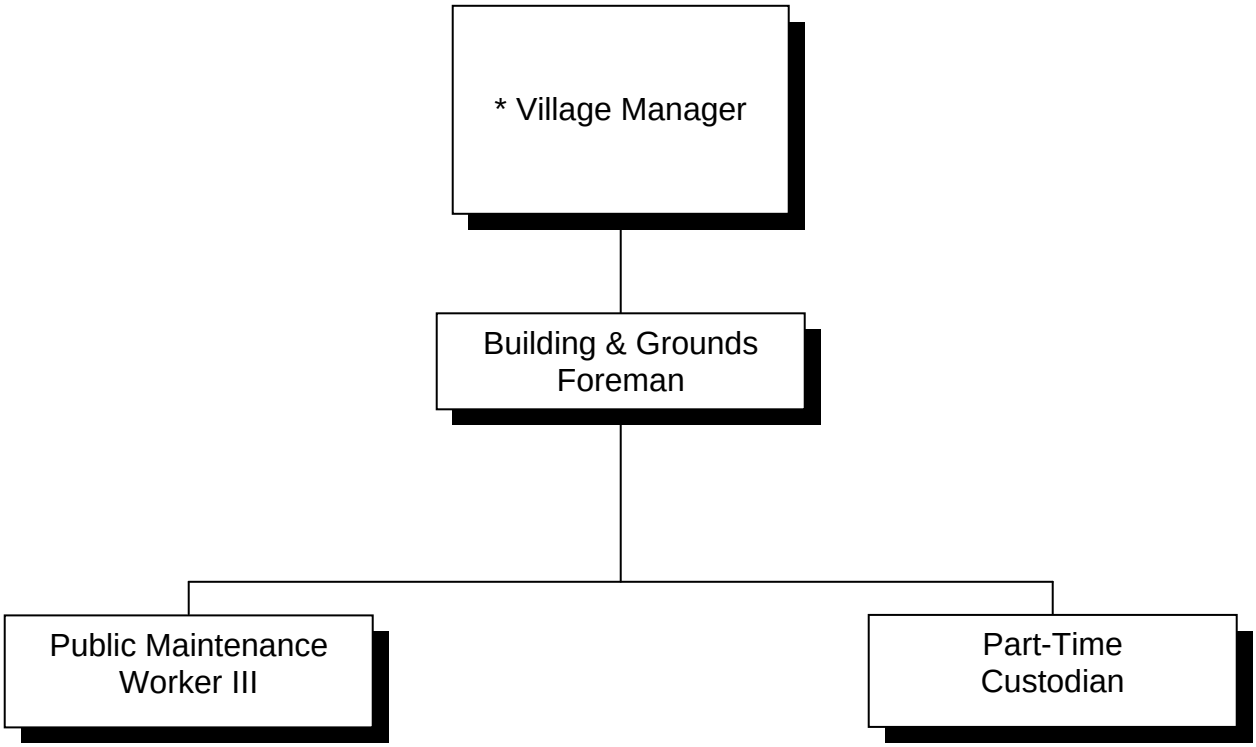
ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1050		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	356,405	369,231	382,900	386,000	**404,900**	423,800	439,700
4006		OTHER PAY	3,570	6,886	4,000	5,500	**4,500**	4,500	5,000
4007		PART TIME (Historical)	28,083	31,546	28,200	33,000	**28,900**	29,700	30,400
4009		IMRF	51,096	56,958	56,400	57,300	**56,000**	58,500	60,500
4010		SOCIAL SECURITY	30,809	32,366	32,400	33,500	**34,200**	35,700	37,000
4012		HOSPITALIZATION	75,772	78,956	79,700	81,100	**82,900**	92,000	102,000
4020		SICK PAY	10,900	11,658	12,000	11,000	**13,000**	13,000	13,000
4022		LIFE INSURANCE	780	428	0	0	**0**	0	0
		SUBTOTAL	557,415	588,029	595,600	607,400	**624,400**	657,200	687,600
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,121	1,564	1,700	1,700	**1,700**	1,800	1,900
4102		PROF SVCS.-ARCHITECTURAL	0	(69)		0	**0**	0	0
4110	(1)	TECH. & CONSULT. SVCS.	9,348	9,348	35,500	34,000	**31,000**	31,000	31,000
4115	(2)	COMMUNICATIONS-TELEPHONE	7,767	10,762	4,000	9,600	**4,000**	4,000	4,000
4116		COMMUNICATIONS-PORT DEV	(159)	1,346	0	500	**1,500**	1,500	1,500
4117		COMMUNICATIONS-POSTAGE	181	728	1,000	500	**1,000**	1,000	1,000
4118		COPY/REPRODUCTION	146	477	500	500	**500**	500	500
4120	(3)	PUBLIC RELATIONS	35,417	55,969	106,000	137,500	**192,600**	116,100	116,100
4160		PRINTING	2,237	124	2,000	2,000	**2,000**	2,000	2,000
4161		PUBLICATION OF NOTICES	270	0	800	800	**800**	800	800
4163		CONFERENCES	517	537	500	500	**500**	500	500
4164	(4)	TRAINING	158	600	1,000	2,500	**7,600**	1,000	1,000
4170		PUBLIC UTILITY-GAS/HEAT	1,400	2,404	1,500	1,500	**1,500**	1,500	1,500
4180	(5)	REPAIRS & MAINTENANCE	5,339	9,493	16,000	16,000	**16,000**	16,000	16,000
4192	(6)	DUES & SUBSCRIPTIONS	2,231	1,708	1,600	1,600	**1,600**	1,600	1,600
4199		OTHER SERVICES & CHARGES	770	349	1,000	1,000	**1,000**	1,000	1,000
		SUBTOTAL	66,743	95,340	173,100	210,200	**263,300**	180,300	180,400
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,437	1,144	1,500	1,500	**1,500**	1,500	1,500
4299	(7)	OTHER OPERATING SUPPLIES	29,297	32,973	33,000	33,000	**33,000**	33,000	33,000
		SUBTOTAL	30,734	34,117	34,500	34,500	**34,500**	34,500	34,500
			CAPITAL OUTLAYS						
4304		EQUIPMENT	27,064	3,803	0	0	**26,000**	22,000	0
		SUBTOTAL	27,064	3,803	0	0	**26,000**	22,000	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	3,950	4,877	5,200	5,200	**4,600**	5,000	5,100
4962		TRANSFER TO IT	16,743	18,236	17,800	19,600	**36,400**	39,800	41,100
4964		TRANSFER TO ERF	1,400	2,700	4,800	4,800	**4,900**	3,000	3,000
		SUBTOTAL	22,093	25,813	27,800	29,600	**45,900**	47,800	49,200
		TOTAL FOR DEPARTMENT	704,049	747,102	831,000	881,700	**994,100**	941,800	951,700

COMMUNITY RELATIONS

Notes

4110	**(1)**	**TECHNICAL & CONSULTING SERVICES**			**31,000**
		10,000	VILLAGE MEETING WEB STREAMING	15,000	CODE RED - NOTIFICATIONS
		6,000	PHONE APP		
4115	**(2)**	**COMMUNICATIONS - TELEPHONE**			**4,000**
		1,100	REGULAR PHONES	2,900	CELL PHONES
4120	**(3)**	**PUBLIC RELATIONS**			**192,600**
		2,000	MEMORIAL DAY	3,600	COMMUNITY CONTENT ARTICLE
		116,000	SUMMER EVENTS	8,000	FALL FEST
		30,500	DINE, STAY & PLAY	8,000	MAYOR'S BALL
		2,500	MISS ADDISON	1,000	WEB SITE SERVICE
		2,000	HISTORICAL MUSEUM	5,000	TREE LIGHTING
		14,000	DP CONVENTION & VISITOR BUREAU		
4164	**(4)**	**TRAINING**			**7,600**
		1,000	ORIGINAL	6,600	TUITION REIMBURSEMENT
4180	**(5)**	**REPAIRS AND MAINTENANCE**			**16,000**
		2,000	COPIER/FAX/PRINTER	8,000	STUDIO/CONTROL ROOM REP & MAINT
		6,000	HISTORICAL MUSEUM		
4192	**(6)**	**DUES & SUBSCRIPTIONS**			**1,600**
		300	IEEE/SBE DUES	400	HISTORICAL MUSEUM
		200	ROTARY CLUB	100	OTHER DUES
		600	ASCAP/BMI LICENSE		
4299	**(7)**	**OTHER OPERATING SUPPLIES**			**33,000**
		3,000	AUDIO SUPPLIES & PATCHBATS	6,000	REPAIR/MAINTENANCE SUPPLIES
		2,500	HISTORICAL MUSEUM	2,500	BATTERIES
		1,000	POWER CONDITIONERS	2,000	RECORDING MEDIA
		200	DIGITAL CAMERA	3,800	DIGITAL DISK DRIVES
		6,000	DIGITAL EDITING SUPPLIES	6,000	LIGHTING SUPPLIES

Organization Structure



* Not charged to this budget

BUILDING & GROUNDS

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Building and Grounds Department is responsible for maintaining the value and appearance of the Village Hall, Police Department, Evidence facility, the Historical District buildings and grounds, and the Henry J. Hyde Neighborhood Resource Center, through timely and cost effective maintenance and repair of structural, mechanical, plumbing and electrical systems, as well as supplying custodial services. The total area of these facilities exceeds 105,500 square feet. The goal of these efforts is to provide a safe, clean and productive work environment for the Village employees and the general public who utilize these facilities.

The Building and Grounds Department staff consists of one (1) full time maintenance staff, under the direct supervision of the Building and Grounds Foreman. Typical tasks include contracted custodial services, performing routine maintenance and building repairs to plumbing, electrical and mechanical systems, painting, interior and exterior improvements, repairs to the building and roof, snow removal from sidewalks and parking lots, various landscape maintenance and improvements and periodic inspections to provide information for planning of long term capital improvements, all while trying to minimize the need for outside contractors. This department is also responsible for the implementation of programs meant to improve the operational functions in and around these facilities. This department also assists in the set up for meetings of Village staff, Boards and Commissions, outside organizations and other functions held on Village property. Finally, this department receives all deliveries to the Village Hall.

FY 2015-2016 Key Objectives

Vision 6: We take pride in quality municipal service delivery.

1. Continue working to provide efficient and comprehensive preventive maintenance and repairs for the Village's buildings and all appurtenant equipment and systems, and continue to limit the need for outside repair vendors by performing the job tasks utilizing our current in-house staff.

2. Continue to maintain and operate the physical plant of these facilities, in accordance with the needs of the user departments, in part with the assistance of a private cleaning service, and within the parameters of the approved budget.

3. Continue to develop a long term, comprehensive replacement program for various building and system components, based on estimates of their useful service lives.

Narrative (Cont'd)

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$550,000	$541,888	$576,800
Number of Employees	2	2	2
Outputs			
Number of work requests	2,800	3,000	3,000
Total square feet maintained	105,500	105,000	105,500
# of preventative maintenance work orders	1,100	1,700	2,000
Effectiveness			
% of work request completed w/in 24 hours	99%	99%	100%
Number of outsourced dollars	$116,500	$140,000	$140,000
% of preventive work orders	35%	40%	40%
Number of consecutive days w/out a lost time accident	365	365	365
Efficiency			
Janitorial costs per square foot	$.69	$.69	$.69
Average staff hours per work request	1.0	1.0	1.0
Square footage maintained per FTE	98,000	98,000	98,000
FTE Cost per square foot maintained	$2.68	$2.75	$2.80

BUILDING & GROUNDS

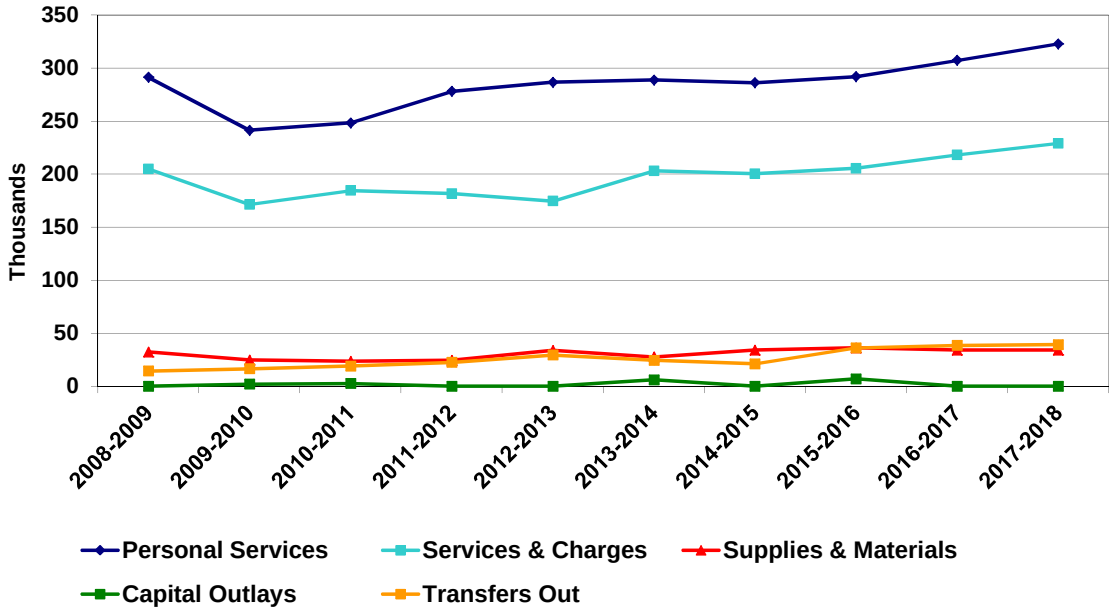
Personnel Summary

Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Foreman	1.00	1.00	1.00	1.00	1.00
Public Maint Worker III	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	2.00	2.00	2.00	2.00	2.00
Authorized & Unbudgeted:					
*Part-Time Custodian	1.00				
Total Authorized:	3.00				

*This position will remain unbudgeted until funding is available.

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	286,200	**291,900**	307,300	322,900
Services & Charges	200,400	**205,400**	218,100	229,100
Supplies & Materials	34,200	**36,200**	34,200	34,200
Capital Outlays	0	**7,000**	0	0
Transfers Out	21,088	**36,300**	38,500	39,300
Total	541,888	**576,800**	598,100	625,500



BUILDING & GROUNDS

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1060		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	93,896	96,724	99,400	99,600	**102,100**	104,700	107,300
4003		WAGES OPERATIONAL	67,125	71,197	75,400	75,600	**79,800**	84,300	88,900
4004		OVERTIME	9,676	18,583	6,000	10,000	**6,000**	6,000	6,000
4006		OTHER PAY	2,046	2,101	3,000	500	**3,000**	3,500	3,500
4007		PART TIME	16,686	0	0	0	**0**	0	0
4009		IMRF	24,812	25,968	25,000	24,500	**24,400**	25,300	26,200
4010		SOCIAL SECURITY	14,963	14,767	14,400	14,400	**14,900**	15,500	16,000
4012		HOSPITALIZATION	51,283	55,085	55,100	55,400	**55,300**	61,400	68,200
4020		SICK PAY	5,693	4,022	6,200	6,200	**6,400**	6,600	6,800
4022		LIFE INSURANCE	416	232	0	0	**0**	0	0
		SUBTOTAL	286,596	288,679	284,500	286,200	**291,900**	307,300	322,900
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	881	1,271	1,300	1,300	**1,400**	1,400	1,400
4107		PROF SVCS.-MEDICAL	0	0	100	100	**0**	0	0
4115		COMMUNICATIONS-TELEPHONE	787	813	1,000	1,200	**1,500**	1,500	1,500
4116		COMMUNICATIONS-PORT DV	(115)	47	0	100	**0**	0	0
4161		PUBLICATION OF NOTICES	124	0	200	300	**200**	200	200
4170		PUBLIC UTILITY-GAS/HEAT	14,009	33,615	22,000	26,000	**22,000**	25,000	25,000
4180	(1)	REPAIRS & MAINTENANCE	156,942	165,578	169,300	169,300	**178,000**	187,700	198,700
4192		DUES/SUBSCRIPTIONS	15	15	0	0	**0**	0	0
4199	(2)	OTHER SERVICES & CHARGES	1,907	1,773	2,100	2,100	**2,300**	2,300	2,300
		SUBTOTAL	174,550	203,112	196,000	200,400	**205,400**	218,100	229,100
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	373	58	400	400	**400**	400	400
4202		CLEANING SUPPLIES	275	481	500	500	**500**	500	500
4203	(3)	CLOTHING SUPPLIES	993	834	1,300	1,300	**1,300**	1,300	1,300
4207		PUB. GRNDS. MATL/SUPPLIES	2,577	1,675	3,000	3,000	**3,000**	3,000	3,000
4208	(4)	BUILDING MATL/SUPPLIES	22,619	18,818	25,000	25,000	**27,000**	25,000	25,000
4290		EMERGENCY OPERATIONS	3,289	0	0	0	**0**	0	0
4299		OTHER OPERATING SUPPLIES	3,720	5,786	4,000	4,000	**4,000**	4,000	4,000
		SUBTOTAL	33,846	27,652	34,200	34,200	**36,200**	34,200	34,200
			CAPITAL OUTLAYS						
4304	(5)	EQUIPMENT	0	5,980	0	0	**7,000**	0	0
		SUBTOTAL	0	5,980	0	0	**7,000**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	10,867	10,773	3,800	2,688	**3,500**	3,800	3,900
4962		TRANSFER TO IT	10,025	11,004	10,700	11,800	**19,800**	21,700	22,400
4964		TRANSFER TO ERF	8,600	2,800	6,600	6,600	**13,000**	13,000	13,000
		SUBTOTAL	29,492	24,577	21,100	21,088	**36,300**	38,500	39,300
		TOTAL FOR DEPARTMENT	524,484	550,000	535,800	541,888	**576,800**	598,100	625,500

Notes

4180 (1) REPAIRS & MAINTENANCE **178,000**

20,000	GENERAL REPAIRS & MAINTENANCE-VH	1,000	ANNUAL MARQUEE MAINTENANCE
4,000	ELEVATOR MAINTENANCE CONTRACTS	1,000	GARAGE DOOR MAINTENANCE
7,000	FIRE ALARM SYS MAINT CONTRACT	900	FIRE PUMP ANNUAL CERT - HHRC
5,000	GENERAL REPAIRS AND MAINTENANCE HHRC	3,000	GENERATOR LOAD BANK TEST - VH
29,000	SECURITY MAINTENANCE CONTRACT	1,000	GENERATOR LOAD BANK TEST- HHRC
1,200	BACK FLOW PREVENTION CERTIFICATION	1,000	GENERATOR LOAD BANK TEST - 105 E LAKE
900	FIRE PUMP ANNUAL CERTIFICATION	68,000	CLEANING SERVICE - V H & P D
2,000	FIRE EXTINGUISHER - INSPECTION/SERVICE	1,500	CLEANING SERVICE - 105 E. LAKE ST.
400	IRRIGATION SYS SERVICE - HHRC	4,700	CLEANING SERVICE - HHRC
1,000	WINDOW CLEANING - HHRC	3,500	WINDOW BLIND CLEANING
400	BACK FLOW CERTIFICATION - HHRC	400	WINTERIZE FOUNTAIN
200	FIRE EXTINGUISHER SERVICE - HHRC	15,000	HVAC MAINTENANCE
1,000	BOILER/CHILLER WATER TREATMENT	400	IRRIGATION SYS SERVICE - HIST DIST
4,500	WINDOW CLEANING		

4199 (2) OTHER SERVICES & CHARGES **2,300**

1,500	CLEANSERV FOR WALK ON RUNNERS	800	NORCOMM ANNUAL MONITORING CONTRACT

4203 (3) CLOTHING SUPPLIES **1,300**

250	BOOTS 2 @ $125	500	UNIFORM RENTAL 2 @ $250
150	T-SHIRTS	400	WINTER JACKETS & SAFETY WEAR, ETC

4208 (4) BUILDING MAT SUPPLIES **27,000**

20,000	SUPPLIES FOR BUILDING MAINTENANCE - FILTERS, COUPLINGS, SYSTEM CHEMICALS LIGHTING SUPPLIES, CEILING TILES, GLASS PAINTS. PLUMBING FIXTURES, REPAIR PARTS FOR HVAC & OTHER EQUIPMENT.	5,000	SUPPLIES FOR HHRC, EVIDENCE AND HISTORICAL BUILDINGS
		2,000	CHAIR MATS

4304 (5) EQUIPMENT **7,000**

7,000	PALLET TRUCK

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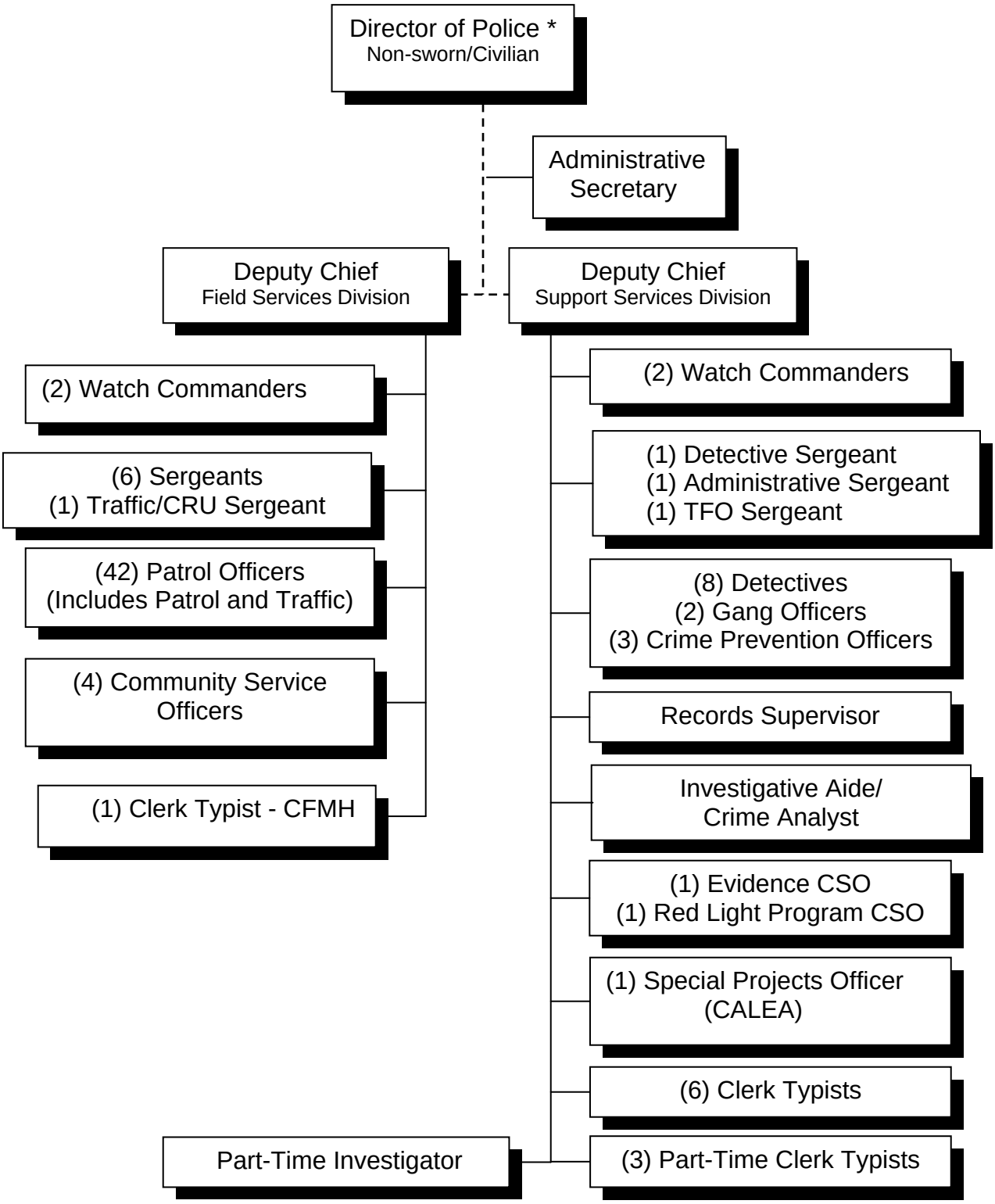
Organization Structure



* The Director of Police is a non-sworn/civilian position in a non-binding advisory capacity.

POLICE

Narrative

DEPARTMENTAL DESCRIPTION OF ACTIVITIES

The Addison Police Department, a nationally accredited law enforcement agency accredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA), and under the leadership and direction of the Director of Police, is divided into two divisions. Those divisions are the Field Services Division and the Support Services Division. Each division is headed by a Deputy Chief of Police, who directs, oversees and coordinates their respective division activities. The department utilizes a Community Policing philosophy, which includes aggressive police patrols, Problem Oriented Policing (directed patrol, special watches, projects & problem solving), a specialized Investigations Unit, a Crime Prevention Unit, and Traffic Unit. With this approach, the department diligently pursues the safety of its citizenry as its primary goal. The Addison Police Department was reaccredited in 2012, *"With Excellence"*, a distinction enjoyed by only 49 communities worldwide.

Field Services Division

The Field Services Division consists of two Commanders, and three teams of Patrol Sergeants and Patrol Officers. Field Service personnel provide uniformed patrols, emergency services, traffic enforcement, and other services as needed by the community over a twenty four (24) hour period. Weather and manpower permitting, officers work foot patrol in high activity areas with a one-on-one approach with citizens. Officers with specialized accident reconstruction training are responsible for the investigation and reconstruction of major accidents. They perform selective enforcement at high-accident intersections and also concentrate on overweight truck enforcement, DUI enforcement, and seat belt enforcement. The Field Services Division also encompasses the Community Response Unit (CRU) where officers work with the landlords within town to ensure the Crime Free Multi-Housing Agreements are being followed. This has been a very successful program for all residents within the Village of Addison.

Support Services Division

The Support Services Division consists of specialized units and administrative task assignments that provide technical support to the efforts of the Field Services Division and the overall law enforcement objectives of the department on behalf of the community. The division is also responsible for overseeing the Village's Emergency Operations Plan. The division consists of the Criminal Investigative Section/Gang Tactical Unit, Property and Evidence Control Section, Records Management Section, Consolidated Dispatch Center, and the Special Projects Unit (which also manages the department's accreditation program: CALEA), the Crime Prevention Unit, Citizen Volunteers, the Henry Hyde Neighborhood Resource Center and the Student Participation Center, an after school resource center for middle school aged children. The Crime Prevention Section provides a vast array of programming for adults and children. In addition, the division provides a uniformed presence and coordinates services at the Henry Hyde Center and the Student Participation Center. The division's personnel consist of sworn officers, civilian staff, and many citizen volunteers, overseen by the Deputy Chief, two Commanders, a Detective Sergeant and an Administrative Sergeant.

Narrative (Cont'd)

FY 2015-16 Key Objectives

Vision 1 The Town Center is well underway, in accord with the Town Center Development Plan, and its design and amenities engender and project a desirable sense of place.

- The department will supply trained personnel, as needed, in Crime Prevention Through Environmental Design (CPTED) principles to assist in the development and planning phases of the Main Street Plan and the Park District Signature Park Project.

Vision 2 Our social and economic assets elevate community life.

- The department will provide staff and resources to support the following programs and initiatives related to schools and life-long learning; SPC, DARE, GREAT, School Liaisons, School Crisis Committee, Intergovernmental Agreements, develop school operational plans for graduations, evacuations, and other special events, teen/adult CERTS programs, Citizen Police Academies, SALT, Police Explorers, and Continuing Education for Police Officers.

- The department will continue to support programs that embrace, expand and create interaction/participation between the various ethnic groups. Some of the programs that are offered at the Henry Hyde and SPC neighborhood resource centers are tailored toward a specific ethnic group, i.e. ESL classes, but a vast majority of the programs are offered to everyone in the community and an effort is made to encourage participation by every ethnic group in the numerous crime prevention programs offered.

- The department will offer CERTS and other programs, in Spanish, at the Henry Hyde Resource center.

- The department will provide personnel and resources at the neighborhood resource center to staff and develop programs related to assimilation. The department will provide personnel and resources that support current school-based community outreach programs, i.e. District #4 Outreach Meetings. In addition, the department will pursue grant opportunities and in-kind support of school-based community outreach programs.

- The department will address crime trends or patterns with the Community Response Unit and by use of Directed Patrol. Also, on an annual basis, all specialty units will be reviewed to decide if they should be dropped, re-deployed, expanded, or left as is.

FY 2015-16 Key Objectives (Cont'd)

Vision 3 Our residential neighborhoods and housing meet a high standard of livability.

- The department has Crime Prevention personnel that are trained to provide the Crime Free Multi-Housing program to landlords within the community. The Crime Prevention Section will work with the Finance and Community Development Departments to require all rental property-owners to attend the Crime Free Multi-Housing program. The Community Response Unit will follow up nuisance complaints and enforce the Nuisance Abatement Ordinance, and we will work with the Community Development Department to mitigate nuisance complaints.

Vision 6 We take pride in quality municipal service delivery.

- The department will continue to incorporate new technology to work towards better service provided to the citizens. On an annual basis the department will review the use of new technology, i.e. e-mail, cellular telephones, the Village website, and other emerging technology.

- In keeping with the continued use of technology, we will utilize telephone and internet reporting systems as an added service to the community.

- Training resources will be reviewed annually to decide the best use of technology and funds.

- The Command Staff of the department will work with their staff members regarding working conditions. Command Staff members will continue to hold labor management meetings to discuss working condition issues to foster higher morale and professional working relationships.

- The Command Staff will develop a recommendation on manpower needs based upon a study of service needs.

Narrative (Cont'd)

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$14,258,586	$14,670,900	$15,589,800
Number of Employees	86	86	87
Outputs			
Calls Responded To	24,832	24,981	25,000
Index Crimes	689	700	720
Non-Index Crimes	3,224	3,275	3,300
Service Calls:			
Lost / Found Property	290	275	280
Motorist Assist	650	650	650
Animal Complaints	703	700	700
Domestics	600	625	625
Suspicious Incidents	1,300	1,315	1,325
Citizen Assists	1,700	1,800	1,850
Traffic Accidents	1,347	1,400	1,400
Assist Other Agencies	2,650	2,600	2,600
Disturbance Calls	1,425	1,435	1,450
Alarms	1,300	1,290	1,300
Total Traffic Tickets	7,377	7,000	7,000
Total DUI Arrests	100	100	90
Total Parking Tickets	10,200	10,000	10,000
Effectiveness			
Neighborhood Groups	83	87	87
DARE Program Student Attendance	14,140	14,280	14,300
Senior Police Academy	33	48	45
Citizen Volunteers / CERTS	465	560	525
Employee Grievances	1	0	0
Efficiency			
Total cases investigated by Detective Division*	595	545	550
Percentage of cases cleared by Detective Division	85%	85%	87%
Percentage of cases cleared by arrest (Detective Division)	40%	40%	42%

* (From 2012 to present date, there has been a 9.16% annual decrease in total cases initiated within the Detective Division).

POLICE

Personnel Summary

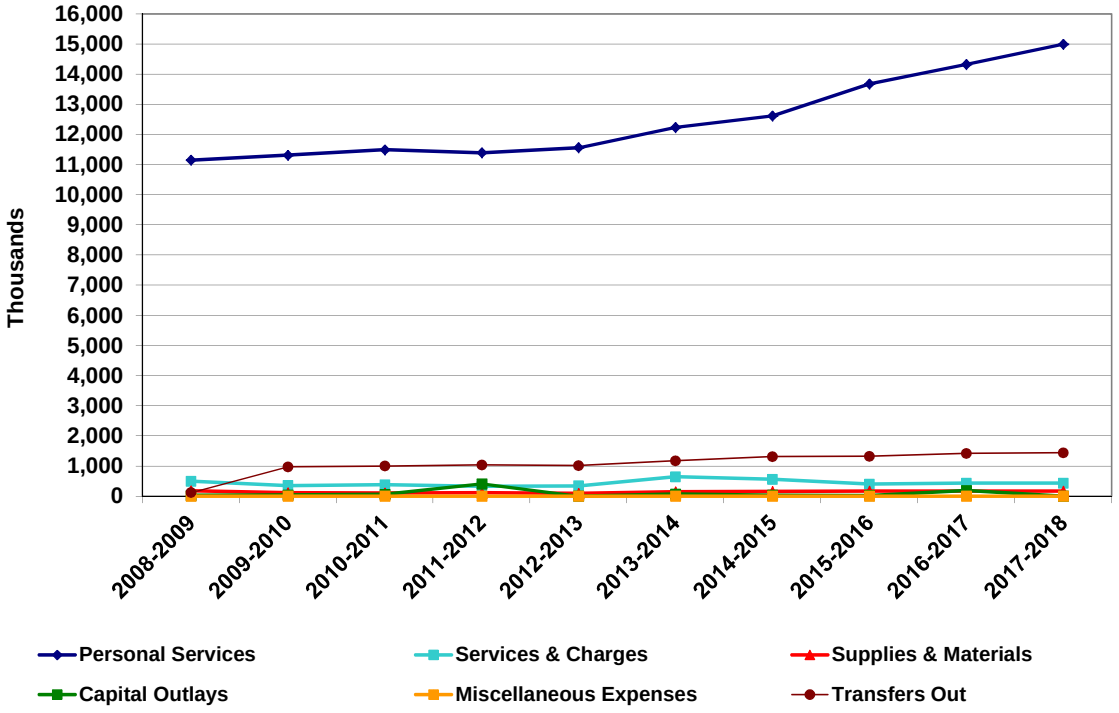
Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Director of Police	1.00	1.00	1.00	1.00	1.00
Deputy Chief of Police (2)	2.00	2.00	2.00	2.00	2.00
Watch Commander (3)	3.00	3.00	3.00	3.00	3.00
Sergeant (9)	9.00	9.00	9.00	9.00	9.00
Patrol Officer (52)	52.00	49.00	52.00	52.00	52.00
Community Service Officer (5)	5.00	5.00	5.00	5.00	5.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Investigative Aide/Crime Analyst	1.00	1.00	1.00	1.00	1.00
Records Supervisor	1.00	1.00	1.00	1.00	1.00
Clerk Typist (7)	7.00	7.00	7.00	7.00	7.00
Part-Time Investigator	1.00	1.00	1.00	1.00	1.00
Part-Time Clerk Typist (3)	3.00	3.00	3.00	3.00	3.00
Total Budgeted:	86.00	83.00	86.00	86.00	86.00
Authorized & Unbudgeted:					
*Community Service Officer	1.00				
*Patrol Officer	4.00				
*Watch Commander	1.00				
Subtotal:	*6.00*				
Total Authorized:	92.00				

The dispatch department was transferred into it's own department (1530, Consolidated Dispatch Center) for FY 11-12. Other vacancies are due to the 2010 & 2011 Voluntary Incentive Separation plan to avoid layoffs and other attrition. These positions will remain unbudgeted until funding is available. The crossing guard positions were eliminated as of FY 11-12.

Effective for the 2011-2012 school year, the crossing guards are no longer employees of the Village. The crossing guards are employees of a 3rd party provider being paid by School District #4.

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	12,615,100	**13,679,500**	14,326,200	14,996,900
Services & Charges	556,900	**401,000**	429,100	429,300
Supplies & Materials	152,300	**166,800**	166,800	166,800
Capital Outlays	33,200	**23,000**	190,000	0
Miscellaneous Expenses	0	**0**	0	0
Transfers Out	1,313,400	**1,319,500**	1,414,800	1,440,000
Total	14,670,900	**15,589,800**	16,526,900	17,033,000



POLICE

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1510		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	1,609,155	1,845,352	1,854,600	2,008,000	**1,954,600**	2,036,200	2,121,600
4002		WAGES CLERICAL	451,776	491,042	494,300	495,700	**515,700**	535,600	557,100
4003		WAGES OPERATIONAL	4,153,252	4,215,198	4,429,800	4,012,000	**4,683,600**	4,858,600	5,027,900
4004		OVERTIME	935,930	879,859	800,000	1,179,200	**800,000**	800,000	800,000
4005		HOLIDAY PAY	119,693	119,447	100,000	119,500	**120,000**	120,000	120,000
4006		OTHER PAY	77,353	83,881	80,000	75,000	**84,900**	87,800	90,100
4007		PART TIME	104,575	129,972	127,200	100,000	**135,000**	142,500	150,300
4009		IMRF	124,458	143,527	138,500	125,000	**133,600**	140,900	148,700
4010		SOCIAL SECURITY	561,296	589,315	605,500	597,000	**636,300**	661,700	683,700
4012		HOSPITALIZATION	1,385,274	1,466,253	1,583,600	1,530,100	**1,778,900**	1,972,500	2,187,400
4020		SICK PAY	102,811	115,667	110,200	100,500	**118,600**	121,600	124,600
4022		LIFE INSURANCE	4,840	2,746	0	0	**0**	0	0
4029		PENSION BENEFITS	1,930,081	2,152,215	2,257,300	2,273,100	**2,718,300**	2,848,800	2,985,500
		SUBTOTAL	11,560,494	12,234,474	12,581,000	12,615,100	**13,679,500**	14,326,200	14,996,900
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	5,847	7,625	8,000	8,000	**8,300**	8,500	8,700
4103	(1)	PROF SVCS.-LEGAL	64,697	69,128	68,100	68,100	**68,100**	68,100	68,100
4105	(2)	PROF SVCS.-DATA PROCESS.	26,185	16,111	32,400	32,400	**49,300**	41,800	41,800
4107		PROF SVCS.-MEDICAL	4,170	10,736	5,000	9,000	**5,200**	5,000	5,000
4110	(3)	TECH. & CONSULT. SVCS.	49,072	69,721	46,700	53,700	**51,700**	51,700	51,700
4112		PROF SVCS - ARRA RECORDS PROG	0	272,000	0	170,900	**0**	0	0
4115		COMMUNICATIONS-TELEPHONE	52,819	66,782	54,000	63,400	**66,000**	66,000	66,000
4116		COMMUNICATIONS-PORT DEV	(106)	1,152	0	0	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	14,743	15,699	16,000	16,000	**16,000**	16,000	16,000
4118		COPY/REPRODUCTION	10,056	9,184	10,000	10,000	**10,000**	10,000	10,000
4120		PUBLIC RELATIONS	668	684	1,000	1,000	**1,000**	1,000	1,000
4121		INVESTIGATIVE	10,040	7,377	10,000	10,000	**10,000**	10,000	10,000
4160		PRINTING	8,974	8,513	11,000	11,000	**11,000**	11,000	11,000
4161		PUBLICATION OF NOTICES	222	216	100	100	**200**	200	200
4163	(4)	CONFERENCES	16,079	3,886	7,100	7,100	**18,500**	7,100	7,100
4164	(5)	TRAINING	35,077	39,290	25,700	40,000	**27,600**	27,600	27,600
4170		PUBLIC UTILITY-GAS/HEAT	475	768	700	1,000	**700**	700	700
4173		PUBLIC UTILITY-ELEC/LIGHT	158	0	0	0	**0**	0	0
4175		PUBLIC UTILITY-ELEC/EQUIP	268	814	900	900	**900**	900	900
4180	(6)	REPAIRS & MAINTENANCE	13,648	10,269	22,300	22,300	**22,300**	69,300	69,300
4190		RENTAL EQUIPMENT	0	120	500	500	**500**	500	500
4192	(7)	DUES & SUBSCRIPTIONS	9,466	15,555	18,500	18,500	**20,700**	20,700	20,700
4199	(8)	OTHER SERVICES & CHARGES	16,810	15,639	13,000	13,000	**13,000**	13,000	13,000
		SUBTOTAL	339,368	641,269	351,000	556,900	**401,000**	429,100	429,300
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	12,276	13,319	15,000	15,000	**15,000**	15,000	15,000
4203	(9)	CLOTHING SUPPLIES	56,327	60,535	61,500	61,500	**76,000**	76,000	76,000
4290		EMERGENCY OPERATIONS	200	0	0	0	**0**	0	0
4299	(10)	OTHER OPERATING SUPPLIES	22,212	66,658	75,800	75,800	**75,800**	75,800	75,800
		SUBTOTAL	91,015	140,512	152,300	152,300	**166,800**	166,800	166,800
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	0	10,000	8,200	**0**	0	0
4304	(11)	EQUIPMENT	0	71,906	25,000	25,000	**23,000**	190,000	0
		SUBTOTAL	0	71,906	35,000	33,200	**23,000**	190,000	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	543,401	570,465	641,700	641,700	**590,300**	640,500	654,600
4962		TRANSFER TO IT	350,983	452,960	440,300	483,700	**478,000**	524,400	541,600
4964		TRANSFER TO ERF	121,400	147,000	188,000	188,000	**251,200**	249,900	243,800
		SUBTOTAL	1,015,784	1,170,425	1,270,000	1,313,400	**1,319,500**	1,414,800	1,440,000
		TOTAL FOR DEPARTMENT	13,006,661	14,258,586	14,389,300	14,670,900	**15,589,800**	16,526,900	17,033,000

Notes

4103	**(1)**	**PROF SVCS.-LEGAL**			**68,100**
		50,000	DUI PROSECUTOR	8,100	TOWING ADMIN ADJUDICATOR
		10,000	ADMIN ADJUDICATOR		
4105	**(2)**	**PROF SERV DATA PROCESSING**			**49,300**
		4,800	WEST GOVT SVC- INVEST DATABASE	1,100	CERTIFION - ENTERSECT
		4,300	COUNTY DATA PROCESSING	300	TRAC SYSTEM MAINTENANCE AGREEMENT
		450	CRIME INTEL MAINTENANCE CONTRACT	4,200	VEHICLE LICENSE PROCESSING
		550	CRITICAL REACH COMPOSITE	900	VIRUS SOFTWARE LICENSE RENEWAL
		1,600	DICTATION EQUIP. MAINT.	1,800	COLEMAN TELETRAC
		500	EVIDENCE BAR CODE LICENSE	1,400	TOTAL STATION
		800	FAAP FALSE ALARM AGREEMENT	1,300	BEAST SUPPORT
		2,400	INNOVATIVE DATA SOLUTIONS	1,500	LEADS ON-LINE
		3,000	IWIN - CMS RECVNG	16,900	SCHEDULING SOFTWARE
		1,500	OCEAN SYSTEMS AGREEMENT		
4110	**(3)**	**TECH & CONSULT SERVICES**			**51,700**
		4,700	CALEA		
		7,500	GRANT WRITING CONSULT - GRANTS	12,500	ADMINISTRATIVE ADJUDICATION
		15,000	IWIN - VERIZON MDC	12,000	NET RMS
4163	**(4)**	**CONFERENCES**			**18,500**
		500	ASSOCIATION MEETINGS	700	DUPAGE CHIEFS OF POLICE
		1,000	ILEAS CONFERENCE	500	FBI/ILLINOIS CHIEFS
		3,000	COURT MILEAGE	1,000	IEMA CONFERENCE
		400	DCEM MEETINGS	11,400	CALEA CONFERENCE
4164	**(5)**	**TRAINING**			**27,600**
		1,500	MEDICOLEGAL DEATH SEMINAR	1,500	LAW REVIEW CLASSES
		7,900	MAJOR CRIME EVIDENCE TECHNICIAN	1,600	ILEETA TRAINING
		9,500	NEMRT (69 SWORN AND 30 CIVILIAN)	2,500	HOMICIDE TRAINING
		1,500	USE OF FORCE TRAINING	1,500	COMMUNITY RESPONSE UNIT TRAINING
		100	TASER RE-CERTIFICATION		
4180	**(6)**	**REPAIRS AND MAINTENANCE**			**22,300**
		5,600	LIVESCAN MAINTENANCE	3,100	FIRE EXTINGUISHERS, RADAR, CAMERAS
		5,000	RANGE SERVICE CONT-MECH/CLEANING	1,000	UNITROLS, SHOTGUNS, HANDGUNS
		1,200	TASER EXTENDED WARRANTY	1,000	EQUIPMENT REPAIRS
		1,000	FITNESS EQUIPMENT SERVICE CONTRACT	4,400	RADAR CALIBRATION
4192	**(7)**	**DUES/SUBSCRIPTIONS**			**20,700**
		200	HAINES DIRECTORY	100	LERMI RECORDS MANAGER
		200	CREDIT MEMBERSHIP (DETECTIVES)	200	LEVA (DETECTIVES)
		200	WEST SUBURBAN DETECTIVES ASSOC.	500	MAJOR CRIME TASK FORCE
		375	DUPAGE POLICE CHIEF'S ASSOCIATION	100	NATIONAL BUNCO ASSOCIATION
		125	MISC	300	MOCIC MEMBERSHIP
		450	FBI ASSOCIATION (4)	300	PERF
		100	ILLINOIS ANIMAL CONTROL ASSOCIATION	5,000	STATE'S ATTORNEY CHILD ABUSE PRGM
		600	ILLINOIS ASSOC. OF CHIEFS OF POLICE	100	DARE ASSOCIATION
		50	ILLINOIS CRIME PREVENTION ASSOC.	200	ILLINOIS COMPILED STATUTES
		300	ILEAS - ANNUAL AGENCY MEMBERSHIP DUE	200	ILEETA
		40	NATIONAL ASSOC OF SCHOOL RES	100	MGIA
		400	ILLINOIS CRIMINAL LAW BOOKS	300	IATIA
		100	IPAC	100	CAI - CRIME ANALYSTS OF IL
		3,000	IVC (IL VEHICLE CODE BOOKS)	6,000	NIPAS (FIELD FORCE)
		360	INTERNATIONAL CHIEF'S OF POLICE	100	IAPE
		600	JUVENILE OFFICER'S ASSOCIATION		
4199	**(8)**	**OTHER SERVICES & CHARGES**			**13,000**
		6,000	ANIMAL SERVICES	1,000	SHIPPING/FREIGHT
		3,000	CAR/ SQUAD CAR WASHES	2,500	SHRED-IT SHREDDING SERVICE
		500	PRISONER MEALS		

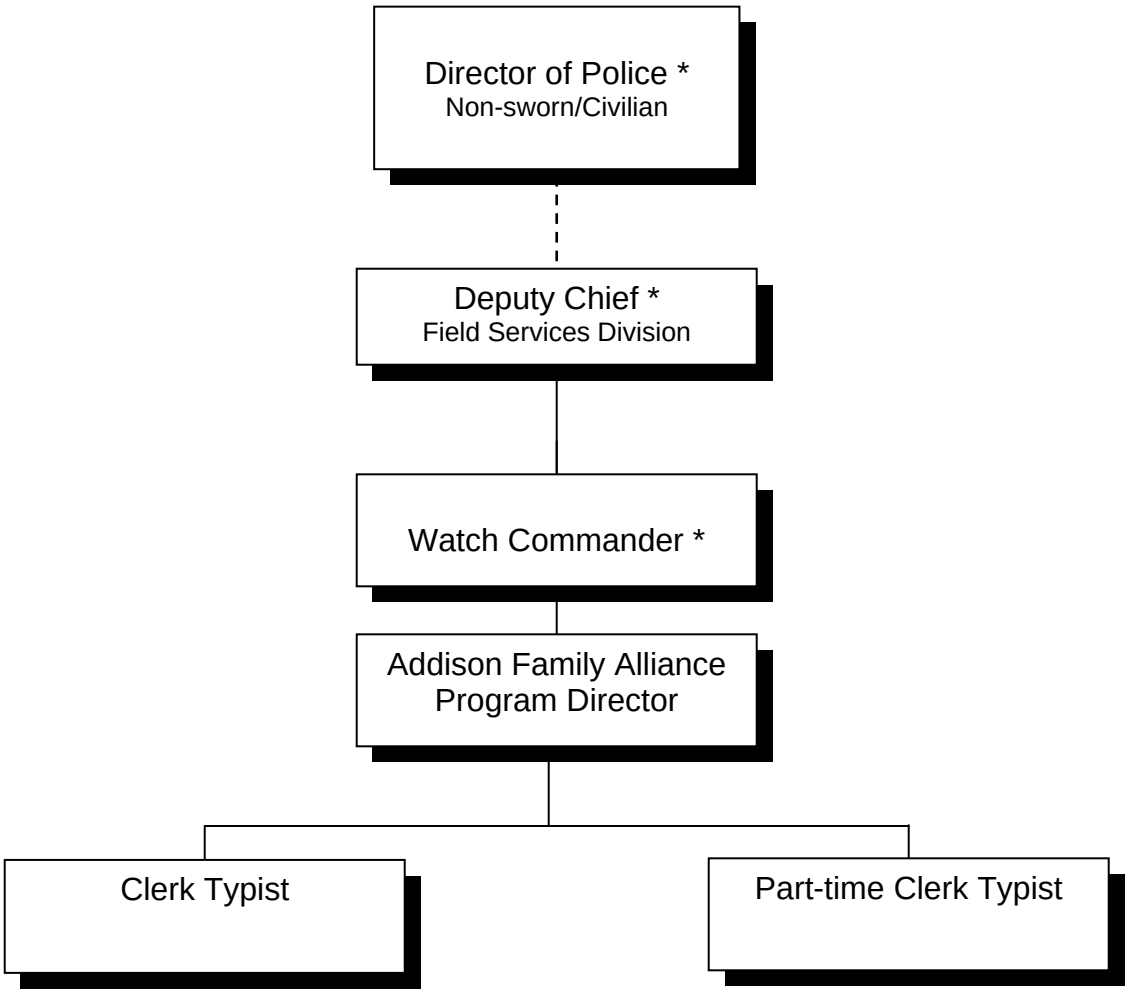
POLICE

Notes (Cont'd)

4203	**(9)**	**CLOTHING SUPPLIES**			**76,000**
	500	ALTERATIONS & REPAIRS	30,000	REPLACEMENT UNIFORMS	
	12,000	BULLET PROOF VESTS	9,100	DETECTIVES (9) - DEPUTIES (2)	
	15,000	CLEANING & MAINTENANCE	600	CSOS (5)	
	7,000	SHOES	800	TASK FORCE (3)	
	1,000	CLERKS (10)			
4299	**(10)**	**OTHER OPERATING SUPPLIES**			**75,800**
	15,000	AMMO - COMPULSORY TRAINING	300	TRAFFIC WANDS/FLASHLIGHTS	
	600	BATTERIES, VIDEO TAPES, CASSETTES, DIS	500	LOCK UP SUPPLIES	
	1,200	BREATHALYZER SUPPLIES	1,500	MAJOR CALLS & SPCL EVENT SUPPLIES	
	6,000	EVIDENCE SUPPLIES	1,500	MEETING SUPPLIES	
	600	COFFEE	1,200	COMPUTER SUPPLIES	
	500	DISPOSABLE BLANKETS	8,100	MISCELLANEOUS OFFICER SUPPLIES	
	1,000	DOG FOOD/ANIMAL SUPPLIES	600	NARCOTICS KITS	
	2,000	BADGES	1,200	NON-LETHAL CHEMICAL SPRAY	
	2,700	STARCOMM EAR PIECES	500	CRIME FREE MULTI-HOUSING	
	500	GUNS - PATROL OFFICERS - 2 NEW	3,000	TASER SUPPLIES	
	5,000	CAMERA, VIDEO, & AUDIO SUPPLIES	1,500	CARTONS FOR EVIDENCE	
	2,000	FIRST AID SUPPLIES	5,000	RECHARGEABLE BATTERIES	
	3,600	FLARES	900	SPARE GUN PARTS	
	500	GUN CLEANING SUPPLIES	2,000	STERICYCLE WASTE REMOVAL	
	1,200	SHOOTING TARGETS	3,000	AED EQUIPMENT/SUPPLIES	
	100	HARDWARE SUPPLIES	2,500	SAGE AMMO	
4304	**(11)**	**EQUIPMENT**			**23,000**
	23,000	TASERS			

HENRY HYDE RESOURCE CENTER

Organization Structure



* Not charged to this budget.
The Director of Police is a non-sworn/civilian position in a non-binding advisory capacity.

HENRY HYDE RESOURCE CENTER

Narrative

Center's Description of Activities

The Henry Hyde Resource Center (HHRC) operates under the leadership and direction of the Addison Police Director. The Addison Family Alliance Director is also the Director of the HHRC. The Center is divided into two main areas of service. These two areas are After School Programming/Children's Services and Adult Education Services. The Henry Hyde Resource Center's goal is to enrich and improve the lives of individuals who seek services at the Center. The Center diligently strives to obtain feedback from the community and ensure the services being provided meet the needs of the community. Through partnerships with various organizations/service providers such as People's Resource Center, College of DuPage, Girl Scouts, U of I Extension, Northern Illinois Food Bank, Elmhurst College, Addison School District 4, NEDSRA, Addison Park District, Teen Parenting Connection, DuPage County Health Department, etc., the Center is able to provide a wide range of services.

After School Programming/Children's Services

The After School Programming/Children's Services consists of an After School Program that runs Monday through Friday from 3 p.m. to 5 p.m. throughout the school year. During spring, summer and winter breaks, the Center runs camps for the children when the budget allows for it. During both the After School Program and the Camps, the Center is able to feed each child due to the partnership with the Northern Illinois Food Bank. The Center also provides special events for the children, such as Family Fun Nights, as well as other educational presentations for the children and their families. The Center is dedicated to providing a safe and educational environment for the children while providing activities that are fun and entertaining. The life skills that the children learn at the HHRC help them develop into responsible and respectable members of the Addison Community.

Adult Education Services

Adult Education Services consist of Computer Literacy classes, English as a Second Language classes (E.S.L.), G.E.D. classes, Teen Parenting classes as well as Informational/Educational Seminars and Fairs from service providers in the area. The Center offers E.S.L. classes in the mornings, and Computer Literacy, G.E.D. and Teen Parenting classes in the evening. Our Community Partners have delivered seminars/workshops that range from Health Fairs to Mobile Food Pantries to Citizenship Workshops. The seminars/workshops are scheduled in the evenings and weekends for everyone's convenience.

Narrative (Cont'd)

FY 2015 – 16 Key Objectives

Vision 2: Our social and economic assets elevate community life.

- The Henry Hyde Resource Center will provide staff and resources to support an After School Program where children may seek homework assistance and reading/literacy improvement. The Police Department will continue to provide Crime Prevention Officers to continue safety education for both children and parents. The Center will continue to expand Adult Education Programs through expanding relationships with service providers and organizations.

- The Center will continue and support programs that embrace, expand and create interaction/participation between the various ethnic groups.

- The Center offers a variety of programs that are tailored towards specific ethnic groups, i.e. E.S.L. classes, G.E.D. classes in Spanish and a vast majority of the programs are offered to everyone in the community and an effort is made to encourage participation by every ethnic group in the numerous crime prevention programs offered.

- The Center will attempt to obtain funding through grant opportunities to expand the assimilation process and the Village budget to hire additional staff.

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$303,994	$327,400	$343,700
Number of Employees	3	3	3
Volunteers	37	40	47
Outputs			
Total Hours of Service for After School Program	315	350	350
Total Hours of Service for Summer Camp	112	110	120
Total Number of Children Registered for Summer Camp	60	75	80
Total Number of Children Registered for After School Program	117	97	130
Daily Attendance in the After School Program	45	40	50
Number of Meals served to the Children	7,950	7,130	8,000
Computer Literacy Class	11	72	96
GED in Spanish	131	124	130
English as a Second Language	77	123	110
Teen Parenting Class	50	58	75

HENRY HYDE RESOURCE CENTER

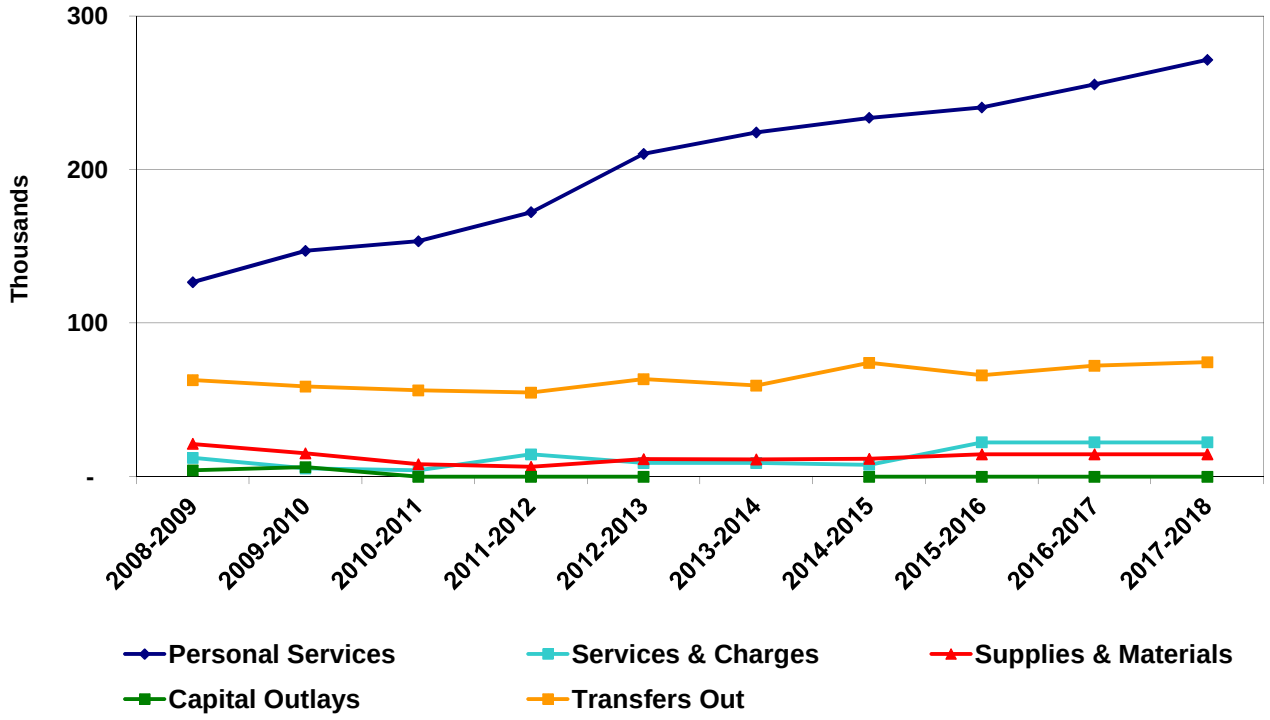
Personnel Summary

Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
AFAP Director	1.00	1.00	1.00	1.00	1.00
Clerk Typist	1.00	1.00	1.00	1.00	1.00
Part-Time Clerk Typist	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	3.00	3.00	3.00	3.00	3.00
Authorized & Unbudgeted:					
None	0.00				
Total Authorized:	3.00				

HENRY HYDE RESOURCE CENTER

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	233,800	**240,600**	255,600	271,700
Services & Charges	7,800	**22,400**	22,400	22,400
Supplies & Materials	11,600	**14,600**	14,600	14,600
Capital Outlays	0	**0**	0	0
Transfers Out	74,200	**66,100**	72,300	74,700
Total	327,400	**343,700**	364,900	383,400



Note: The Henry Hyde Resource Center (HHRC) opened mid FY 2008. Expenditures were included in the Police Department for FY 2008. Beginning with FY 2009, the HHRC has its own department and budget page designation.

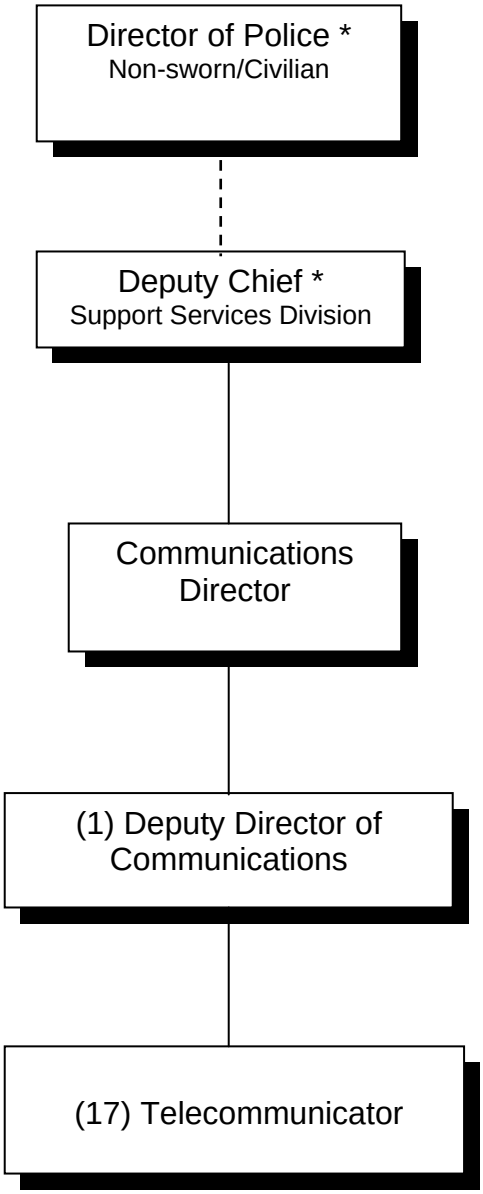
HENRY HYDE RESOURCE CENTER

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1520	**EXPENDITURES**							
		PERSONAL SERVICES						
4001	SALARIES - ADMINISTRATIVE	82,728	87,980	93,000	93,400	**98,400**	103,800	109,500
4002	WAGES CLERICAL	38,742	41,110	43,600	43,600	**46,100**	48,700	51,400
4004	OVERTIME	29	0	0	0	**0**	0	0
4006	OTHER PAY	338	732	0	300	**0**	0	0
4007	PART TIME	15,105	16,844	18,400	17,900	**19,000**	19,500	20,000
4009	IMRF	17,405	19,782	20,700	20,300	**20,500**	21,600	22,700
4010	SOCIAL SECURITY	10,493	11,234	11,900	11,900	**12,600**	13,200	13,900
4012	HOSPITALIZATION	45,250	46,468	51,000	46,400	**44,000**	48,800	54,200
4022	LIFE INSURANCE	208	136	0	0	**0**	0	0
	SUBTOTAL	210,298	224,286	238,600	233,800	**240,600**	255,600	271,700
		SERVICES & CHARGES						
4101	PROF SVCS.-ACCTNG/AUDITING	481	684	700	700	**700**	700	700
4105	PROF SVCS.-DATA PROCESS.	0	0	1,000	1,000	**1,000**	1,000	1,000
4110	TECH & CONSULTING SVCS	0	2,172	0	0	**14,000**	14,000	14,000
4115	COMMUNICATIONS-TELEPHONE	3,564	4,950	3,300	3,300	**3,300**	3,300	3,300
4116	COMMUNICATIONS-PORT DEV	3,798	25	0	0	**0**	0	0
4117	COMMUNICATIONS-POSTAGE	6	703	0	0	**0**	0	0
4118	COPY/REPRODUCTION	724	0	600	600	**600**	600	600
4160	PRINTING	0	97	1,000	1,000	**1,000**	1,000	1,000
4161	PUBLICATION OF NOTICES	124	324	200	200	**200**	200	200
4192	DUES/SUBSCRIPTIONS	15	15	0	0	**0**	0	0
4199	OTHER SERVICES & CHARGES	283	0	1,000	1,000	**1,600**	1,600	1,600
	SUBTOTAL	8,995	8,970	7,800	7,800	**22,400**	22,400	22,400
		SUPPLIES & MATERIALS						
4201	OFFICE SUPPLIES	1,495	2,115	1,500	1,500	**1,500**	1,500	1,500
4203	CLOTHING SUPPLIES	316	436	700	700	**1,100**	1,100	1,100
4299	OTHER OPERATING SUPPLIES	9,687	8,782	9,400	9,400	**12,000**	12,000	12,000
	SUBTOTAL	11,498	11,333	11,600	11,600	**14,600**	14,600	14,600
		TRANSFERS OUT						
4962	TRANSFER TO IT	63,561	59,405	66,200	74,200	**66,100**	72,300	74,700
	SUBTOTAL	63,561	59,405	66,200	74,200	**66,100**	72,300	74,700
	TOTAL FOR DEPARTMENT	294,352	303,994	324,200	327,400	**343,700**	364,900	383,400

CONSOLIDATED DISPATCH CENTER

Organization Structure



* Not charged to this budget
The Director of Police is a non-sworn/civilian position in a non-binding advisory capacity.

CONSOLIDATED DISPATCH CENTER

Narrative

DESCRIPTION OF ACTIVITIES

The Addison Consolidated Dispatch Center (ACDC) is part of the Support Services Division of the Addison Police Department, and under the leadership and direction of the Director of Police and the Deputy Police Chief assigned to Support Services. The ACDC is supervised by the civilian Director of Communications and a Deputy Director of Communications, who direct, oversee and coordinate the activities of the section personnel and insure that the radio, communications, and related equipment is maintained in working order.

The Consolidated Dispatch Center is responsible for the prompt answering and processing of E911 emergency calls; prompt dispatching of the proper units or agency(s) to the resulting calls for service; and coordinating the agency's units responding to incidents. After normal working hours they also answer and process all non-emergency phone calls. Telecommunicators (T/Cs) are responsible for entering and updating the CAD system to track calls for service, and unit status, as well as entering, modifying and canceling entries made in the LEADS system for wanted and missing persons, and stolen articles and vehicles, as well as making inquiries in LEADS for requests from various sources. T/Cs also maintain databases of active warrants, towed and repossessed vehicles, emergency call outs, arrests, and other files and handle the lobby window.

The Consolidated Dispatch Center currently provides services for the Village of Addison, the Village of Bensenville, and the Village of Bloomingdale. The DuPage County Forest Preserve Police is projected to be implemented in April or May of 2015. The Center is capable of expanding services to other communities.

A public and officer safety philosophy includes the prompt and professional response over the radio system to the departments' police units' requests and inquiries. Quality control is checked by random customer service compliance checks of the employees handling and processing of both E911 emergency and non-emergency calls, as well as radio traffic. With this approach, the Center diligently pursues the safety of the citizenry and employees of the member agencies as its primary goal.

Personnel

The Consolidated Dispatch Center has an authorized strength of seventeen (17) civilian T/Cs, plus the Communications Director and Deputy Director of Communications. The T/C schedules are split between five shifts, working under the Deputy Director and the Director of Communications; under the Deputy Chief of Police of Support Services Division. As the Center increases the communities it services, personnel additions may be appropriate to maintain proper service levels.

Narrative (Cont'd)

FY 2015-16 Key Objectives

Vision 2: Our social and economic assets elevate community life.

Goal 4 - Ensure safety across the community.

- The Addison Police Department is a proponent of consolidating other independent Public Safety Answering Points (PSAPs) into our Communications Center.
- The Village of Bensenville has been a member since August 16, 2011 when the ACDC began answering their 911 calls and dispatching their units.
- The Village of Bloomingdale has been a member since November 27, 2012 when the ACDC began providing E911 and dispatch services for their police department.
- ACDC will begin providing dispatch services for the DuPage County Forest Preserve Police in April or May of 2015.
- Other independent PSAPs have been provided information and costs associated with becoming members of ACDC.
- To provide the additional services to new member agencies, additional full-time T/Cs or, part-time call takers, may have to be hired, equipped and trained to handle the added workload.

Vision 6: We take pride in quality municipal service delivery.

Goal 1 - Assess customer needs.

- The Center will continue to incorporate new technology to work toward better service provided to the citizens.
- Annually, the Center will review the use of new technology, (i.e. e-mail, cellular telephones, the Village website, and other emerging technology).
- Training resources will be reviewed annually to decide the best use of technology and funds.
- Staff will develop a recommendation on manpower needs based upon a study of service needs and workloads.

CONSOLIDATED DISPATCH CENTER

Narrative (Cont'd)

FY 2015-16 Key Objectives (Cont'd)

Vision 6: We take pride in quality municipal service delivery. (Cont'd)

Goal 2 - Provide resources to engage and cultivate Village officials and employees.

- In order to accommodate the provision of services to other agencies, the current Addison Consolidated Dispatch Center has been expanded to house six full telephone, radio, CAD, and VOA work positions. The Center has space to add two more full positions when another agency joins.

- To accommodate the call taker function that is part of the Addison Consolidated Dispatch Center staffing, upgrades to the Records area, as well as the existing phone systems were also made. These positions are available for use when the need arises.

- ACDC continues to use the EDIRS radio system, utilizing talk groups as needed, based on incident and call volumes.

- To ensure fluid operations during normal operations and emergency events, radio drills for T/Cs and officers are done on a bi-monthly basis.

Performance Measures	**FY 13-14 ACTUAL**	**FY 14-15 ESTIMATE**	**FY 15-16 PROJECTION**
Inputs			
Direct Expenditures	$2,053,483	$2,040,300	$2,212,400
Number of Employees	18	18	20
Outputs			
E911 calls processed	22,598	22,570	29,156
Other phone calls processed	119,048	122,346	160,870
Outbound calls made by T/Cs	44,313	44,313	53,087
Total phone calls handled by T/Cs	185,959	189,229	243,113
Calls for service generated in CAD	64,672	63,817	90,786
Effectiveness			
% of 911 calls answered w/in 0-5 secs.	98.47%	98.47%	98.47%
% of 911 calls answered w/in 6-11 secs.	1.44%	1.44%	1.44%
% of 911 calls answered w/in 11-15 secs.	0.07%	0.07%	0.07%
% of 911 calls answered w/in over 15 secs.	0.02%	0.02%	0.02%
Efficiency			
Avg. ring time (seconds)	00:03	00:03	00:03
Avg. talk time (seconds)	01:06	01:06	01:06
Avg. hold time (seconds)	01:19	01:19	01:19

CONSOLIDATED DISPATCH CENTER

Personnel Summary

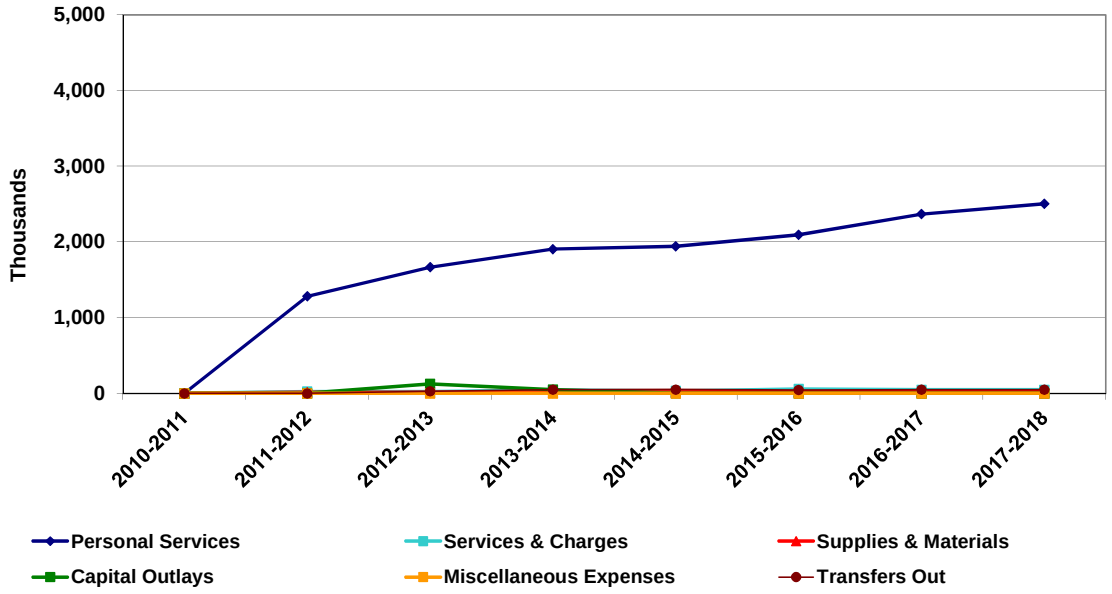
Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Communications Director	1.00	1.00	1.00	1.00	1.00
Deputy Director of Communications	1.00	1.00	1.00	1.00	1.00
Dispatchers/Telecommunicators	17.00	17.00	17.00	17.00	17.00
Total Budgeted:	19.00	19.00	19.00	19.00	19.00
Authorized & Unbudgeted:					
None	0.00				
Total Authorized:	19.00				

CONSOLIDATED DISPATCH CENTER

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	1,939,900	**2,092,500**	2,368,300	2,502,600
Services & Charges	31,000	**56,800**	45,900	45,900
Supplies & Materials	17,400	**20,100**	20,100	20,100
Capital Outlays	1,200	**0**	0	0
Miscellaneous Expenses	0	**0**	0	0
Transfers Out	50,800	**43,000**	47,000	48,600
Total	2,040,300	**2,212,400**	2,481,300	2,617,200

Consolidated Dispatch is a new department that was created with the FY2011-12 Budget.



CONSOLIDATED DISPATCH CENTER

Budget

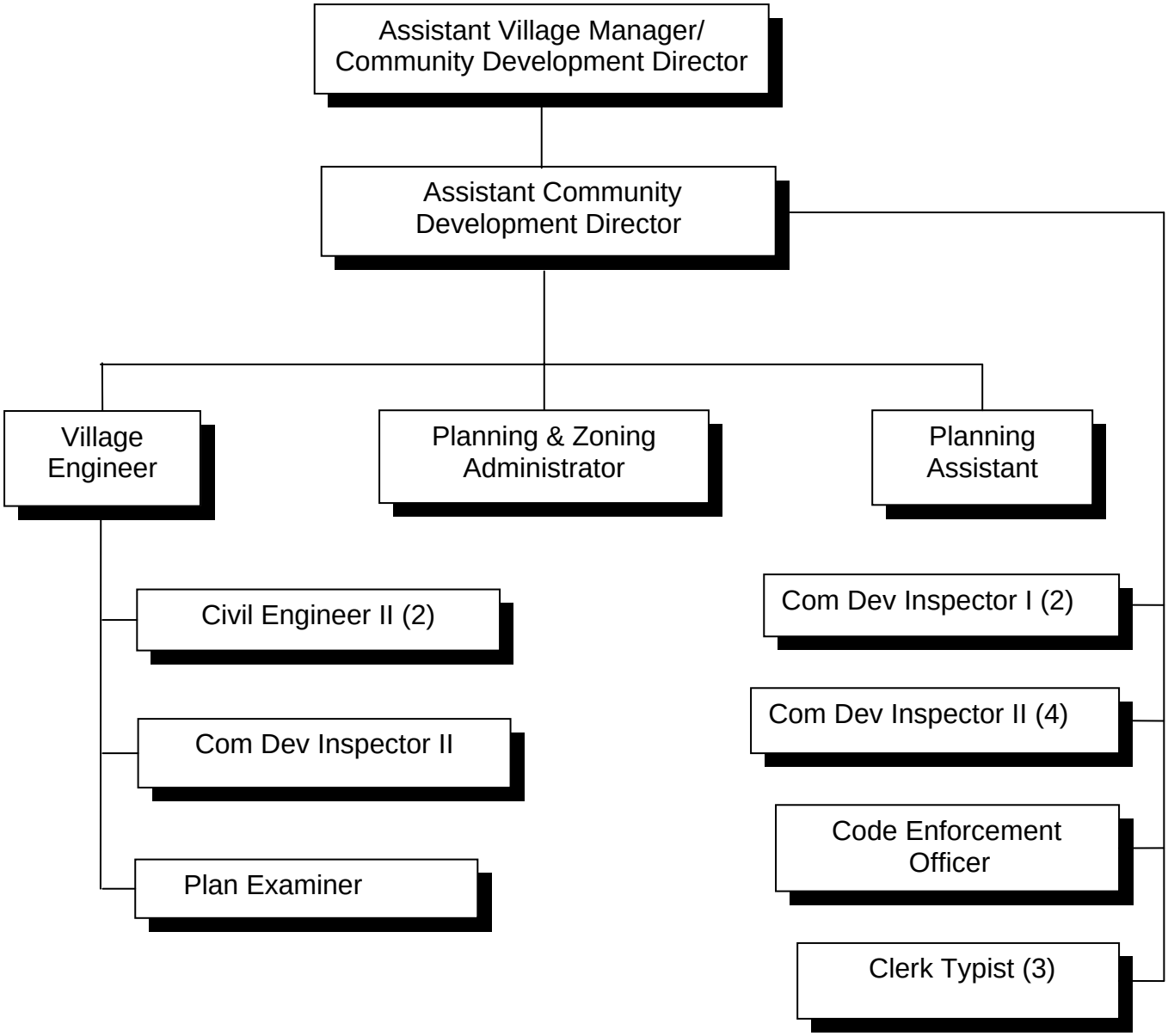
ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
1530		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	176,099	197,259	215,300	224,100	**181,500**	191,200	198,500
4003		WAGES OPERATIONAL	843,566	942,515	994,300	950,000	**1,169,000**	1,325,700	1,389,900
4004		OVERTIME	122,357	164,929	50,000	156,500	**50,000**	50,000	50,000
4005		HOLIDAY PAY	34,264	36,183	39,500	34,000	**41,000**	41,000	43,000
4006		OTHER PAY	4,319	2,352	17,000	8,000	**17,000**	17,000	17,000
4009		IMRF	151,274	181,641	174,000	180,000	**181,100**	202,000	211,900
4010		SOCIAL SECURITY	90,861	103,206	100,000	106,000	**110,700**	123,500	129,400
4012		HOSPITALIZATION	238,001	271,936	301,200	276,300	**337,200**	412,700	457,700
4020		SICK PAY	4,684	3,683	5,000	5,000	**5,000**	5,200	5,200
4022		LIFE INSURANCE	2,100	1,432	0	0	**0**	0	0
		SUBTOTAL	1,667,525	1,905,136	1,896,300	1,939,900	**2,092,500**	2,368,300	2,502,600
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	0	293	300	300	**300**	300	300
4105	(1)	PROF SVCS.-DATA PROCESS.	679	735	800	800	**400**	400	400
4107	(2)	PROF SVCS.-MEDICAL	2,926	2,150	800	2,500	**800**	800	800
4110	(3)	TECH. & CONSULT. SVCS.	5,115	4,650	2,700	2,700	**2,700**	2,700	2,700
4115		COMMUNICATIONS-TELEPHONE	10,977	24,747	25,700	10,000	**25,700**	25,700	25,700
4118		COPY/REPRODUCTION	0	0	500	500	**500**	500	500
4161	(4)	PUBLICATION OF NOTICES	0	318	400	400	**400**	400	400
4163	(5)	CONFERENCES	0	0	0	0	**3,700**	0	0
4164	(6)	TRAINING	777	3,145	3,200	3,200	**11,600**	4,400	4,400
4180	(7)	REPAIRS & MAINTENANCE	1,833	356	8,500	8,500	**8,500**	8,500	8,500
4192	(8)	DUES & SUBSCRIPTIONS	0	993	1,600	1,600	**1,600**	1,600	1,600
4199	(9)	OTHER SERVICES & CHARGES	585	4,020	500	500	**600**	600	600
		SUBTOTAL	22,892	41,407	45,000	31,000	**56,800**	45,900	45,900
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	5,123	4,229	6,000	6,000	**6,000**	6,000	6,000
4203	(10)	CLOTHING SUPPLIES	1,901	2,539	5,400	5,400	**7,400**	7,400	7,400
4299	(11)	OTHER OPERATING SUPPLIES	5,642	5,050	6,000	6,000	**6,700**	6,700	6,700
		SUBTOTAL	12,666	11,818	17,400	17,400	**20,100**	20,100	20,100
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	29,932	0	0	500	**0**	0	0
4304		EQUIPMENT	93,834	47,646	0	700	**0**	0	0
		SUBTOTAL	123,766	47,646	0	1,200	**0**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IT	25,838	47,476	46,200	50,800	**43,000**	47,000	48,600
		SUBTOTAL	25,838	47,476	46,200	50,800	**43,000**	47,000	48,600
		TOTAL FOR DEPARTMENT	1,852,687	2,053,483	2,004,900	2,040,300	**2,212,400**	2,481,300	2,617,200

CONSOLIDATED DISPATCH CENTER

Notes

4105	**(1)**	**PROF SERV DATA PROCESSING**				**400**
		400	LEXIS NEXIS			
4107	**(2)**	**PROF SERV MEDICAL**				**800**
		800	PHYSICALS - NEW HIRE			
4110	**(3)**	**TECH & CONSULT SERVICES**				**2,700**
		2,700	TESTING - NEW HIRE			
4161	**(4)**	**PUBLICATION OF NOTICES**				**400**
		200	LAZARRA	200	BLUE LINE	
4163	**(5)**	**CONFERENCES**				**3,700**
		1,300	TELECOMMUNICATIONS CONFEREN	2,400	CALEA CONFERENCE	
4164	**(6)**	**TRAINING**				**11,600**
		3,800	T/C TRAINING	1,800	MANAGEMENT TRAINING	
		5,400	POLICE STAFF & COMMAND	600	3 NEW TELECOMMUNICATORS - TRG	
4180	**(7)**	**REPAIRS AND MAINTENANCE**				**8,500**
		4,500	UPS MAINTENANCE SYSTEM	2,000	FURNITURE MAINTENANCE	
		2,000	OTHER MAINTENANCE			
4192	**(8)**	**DUES/SUBSCRIPTIONS**				**1,600**
		1,100	APCO MEMBERSHIP - ALL DEPT	500	NENA	
4199	**(9)**	**OTHER SERVICES & CHARGES**				**600**
		600	NOTARY RENEWALS			
4203	**(10)**	**CLOTHING SUPPLIES**				**7,400**
		5,400	REPLACEMENT UNIFORMS	1,500	3 NEW TELECOMMUNICATORS	
		500	NEW T/C UNIFORMS			
4299	**(11)**	**OTHER OPERATING SUPPLIES**				**6,700**
		1,200	FIRST AID SUPPLIES	1,500	HEADSETS/EARPIECES/BATTERIES	
		3,500	CUSTOMER SERVICE PROGRAM	500	3 NEW TELECOMMUNICATORS	

Organization Structure



COMMUNITY DEVELOPMENT

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Community Development Department is managed by the Director of Community Development, who oversees and coordinates operations related to building permits, code enforcement, engineering, capital improvements, planning/zoning, GIS and economic development for the Village. The department has nineteen (19) full time employees. The Community Development Director also serves as Assistant Village Manager for the Village.

Building Permits

Building permits for all work required by the Village code are processed by our team of professionals, including clerical, plan review and supervisory staff. Inter-departmental plan review comments are also coordinated into the permit process. The Instant Permit Program allows homeowners to receive a permit in one short appointment for smaller home improvement projects, such as decks, patios, driveways, sheds, fences, utility connections, etc. Sign variations and outdoor activity permits are also processed by this staff.

Code Enforcement

Enforcement of all building and property maintenance codes is performed by our team of professionally trained inspectors. Areas of inspection include new construction, redevelopment, new business licenses, rental housing, annual commercial/industrial, commercial/industrial pre-sale, curbside inspections, transfer stamp approvals and property maintenance complaints. This division also completes the sump pump inspections for transfer of property. Staffing of the Tenant-Landlord Commission is included in this function. Beginning in 2007, vacant foreclosures began adding to our workload in this area.

Engineering

The design and construction of all land development improvements is reviewed and inspected by our team of professional engineers. Plan reviews are performed for all exterior utility, grading, drainage, parking and other site improvements related to new construction and/or redevelopment. Plan reviews are conducted for public improvements related to subdivision and planned unit development. To insure code compliance, inspections are performed by the engineering staff during various phases of construction. In 2010, GIS functions for the entire Village organization were transferred from IT to the Engineering Division. The Community Rating System (CRS) and Insurance Service Organization (ISO) compliance are also performed by Engineering. Beginning in 2010, property sump pump inspections were transferred from Public Works to Engineering, and in 2014 this function was absorbed by all CD Inspector II positions.

Capital Improvements

A majority of the Village's capital improvement projects are coordinated by the Community Development Department. These include roadway, drainage, traffic signals, CDBG, noise walls, bike paths, sewer and water improvement projects. Miscellaneous projects, such as land acquisition and building construction, are also coordinated by the Community Development Department.

Narrative (Cont'd)

Planning and Zoning

Land use development cases are legally processed by our professional planning staff. Our planning staff processes annexations, subdivisions, planned unit developments and zoning variations. The process involves legal notice, public hearings, agenda preparation and plan review for case consideration by the Zoning Board of Appeals, Plan Commission, Town Center Commission, Building, Zoning and Development Committee and Village Board. Working with the Village attorney, the planning staff prepares all the legal documents for land use development cases, and records these documents. The planning staff also conducts zoning reviews for building permits and business licenses. Appearance standards are also reviewed for all new and rehabbed buildings. The Façade Grant Program is also administered by staff from this area. During FY 2011/12 the Comprehensive Plan was updated by our planning staff.

Economic Development

Economic development activities are performed by the professional planning staff in the Community Development Department, with the goal of maintaining and growing an active and balanced business community in the Village. Activities include TIF District projects, sales tax rebate incentives, facade renovation incentives, marketing data compilation, Town Center projects, new business recruitment and existing business retention.

FY 2015-16 KEY OBJECTIVES

Vision 1 – The Town Center has been negatively impacted by the economy; however, the Town Center Development Plan, and its design and amenities still engender and project a desirable sense of place.

1. The economic downturn has created some challenges that have slowed the progress of these goals. However, the design standards have been effective in upgrading two existing facades and a new building.

2. Promote St. Paul's vacant property as a senior housing development to establish residential options in proximity to retail, dining and entertainment. Staff is working with two developers that have shown interest. Senior Housing is also proposed for the four (4) acres behind Jewel.

3. Reach agreement with Green Meadow on shopping center redevelopment, including improved retail. Negotiations are underway for these improvements.

Vision 3 – Our residential neighborhoods and housing meet a high standard of livability.

1. Continuation of the rental housing crime-free program. All landlords have received initial training, and only new landlords take classes now.

2. Review and modify the Village rental licensing ordinance regarding owner responsibility. The Tenant & Landlord Commission was established in 2010 to oversee program review on a regular basis.

COMMUNITY DEVELOPMENT

Narrative (Cont'd)

FY 2015-16 KEY OBJECTIVES (Cont'd)

Vision 3 – Our residential neighborhoods and housing meet a high standard of livability. (Cont'd)

3. Review current rental housing license fees to cover the cost of a rigorous enforcement program. Fees were gradually increased in 2008, 2009 and 2014 to cover costs.

Vision 4 – A substantial share of the unincorporated area is within Village limits and aligns with the quality of our community.

1. Actively pursue commercial annexations. Economy has slowed this activity.
2. Consider potential residential annexations wherever opportunities are presented. Ongoing.
3. Continue construction of utility infrastructure and other incentives in unincorporated areas with pre-annexation agreements. Lean budget has suspended this goal.

PERFORMANCE MEASURES

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$2,753,288	$2,519,600	$2,659,600
Number of Employees	21	19	19
Building Permits			
Outputs			
Total Number of Permits Issued	1,046	1,097	1,120
# of New Residential Permits	7	15	19
# of Residential Additions & Alterations	380	400	410
# of New Commercial/Industrial	0	2	2
# of Commercial/Industrial Add & Alt.	151	165	170
# of Misc. (fences, sheds, utilities, decks, etc.)	508	515	519
# of Instant Permits	339	350	355
# of Over the Counter Permits (OTC)	118	120	122
# of Plan Reviews Performed (Initial)	1,094	1,160	1,200
# of Plan Reviews Performed (Second)	232	298	315
# of Inspections Required by Permit	5,583	6,269	6,667
# of Building Inspections Performed	3,238	3,641	3,987
Efficiencies			
Average Number of Days to Process a Permit	14	13	12
Effectiveness			
# of Instant Permits as a % of all Permits	34%	32%	32%

Narrative (Cont'd)

PERFORMANCE MEASURES (Cont'd)

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Building Permits (Cont'd)			
Effectiveness (Cont'd)			
# of Instant Permits as a % of all Misc. Permits	68%	68%	68%
% of Plans Reviewed in 10 Business Days or Less (Initial)	92%	95%	97%
% of Plans Reviewed in 10 Business Days or Less (Second)	95%	97%	98%
Code Enforcement			
Outputs			
# of Citations Issued – Circuit Court	15	17	18
# of Citations Issued – Administrative Adj.	189	195	200
Total	204	212	218
# of Code Enforcement Cases Initiated	1,106	1,150	1,175
# of Code Enforcement Cases Resolved	713	742	765
# of Business Licenses Reviewed	91	100	100
# of Business Licenses Denied	4	5	5
# of Business License Inspections Conducted	89	95	100
# of Annual Residential Rental Inspections Conducted	514	550	585
# of Annual Commercial/Industrial Inspections Conducted	287	298	300
# of Annual Commercial/Industrial Inspections Approved	251	262	275
# of Presale Inspections	26	30	35
# of Transfer Stamps Processed for Code Compliance	705	715	720
Number of Sump Pump Inspections	688	700	715
Number of FOIA Requests Processed	218	215	220
Efficiencies			
Average Days to Resolve an Enforcement Case	20	20	20
Effectiveness			
% of Code Enforcement Cases Resolved	65%	66%	65%

COMMUNITY DEVELOPMENT

Narrative (Cont'd)

PERFORMANCE MEASURES (CONT.)

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Planning & Zoning			
Outputs			
Total # of Zoning Cases Processed	26	27	30
# of Annexations	3	3	4
# of Re-Zoning	4	3	3
# of Subdivisions	3	3	4
# of Variations	5	5	5
# of Misc. Cases	3	5	5
# of Sign Variations Approved	9	8	9
Efficiencies			
Average Days to Complete	60	60	60
Engineering			
Outputs			
# of Floodplain Inquiries	58	56	50
# of GIS Service Requests Processed	125	126	130
# of Sq. ft. of Sidewalks Inspected-New	1,550	4,026	3,000
# of Sq. ft. of Sidewalks Replaced	32,661	21,549	25,000
# of Linear ft. of Curb and Gutters Inspected-New	3,800	946	500
# of Linear ft. of Curb and Gutters Replaced	34,340	33,945	36,550
# of Square Yards of Pavement Inspected-New	2,939	3,844	3,200
# of Square Yards of Pavement Replaced	107,672	169,153	140,000
# of Structures Inspected-New	52	17	80
# of Structures Replaced	23	22	30
# of Linear ft. Storm Sewers Inspected-New	830	1,081	880
# of Linear ft. Storm Sewers Replaced	717	60	350
# of Linear ft. Water Mains Inspected-New	1,600	0	2,000
# of Linear ft. Water Mains Replaced	0	0	2,000
# of Driveway Aprons Inspected-New	14	5	20
# of Aprons & Driveways Replaced	323	284	400

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Assistant Village Manager/Director of Community Development	0.70	0.70	0.70	0.70	0.70
Asst. Director of Community Dev.	0.70	0.70	0.70	0.70	0.70
Village Engineer	0.70	0.70	0.70	0.70	0.70
Civil Engineer II (2)	1.50	1.50	1.50	1.50	1.50
Planning & Zoning Administrator	1.00	1.00	1.00	1.00	1.00
Plan Examiner	1.00	1.00	1.00	1.00	1.00
Community Development Inspector I~	2.00	2.00	2.00	2.00	2.00
Community Development Inspector II (5)~	5.00	5.00	5.00	5.00	5.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Code Enforcement Supervisor^	1.00	0.00	1.00	1.00	1.00
Planning Assistant	1.00	1.00	1.00	1.00	1.00
Clerk Typist (3)	3.00	3.00	3.00	3.00	3.00
Total Budgeted:	18.60	17.60	18.60	18.60	18.60
Authorized & Unbudgeted:					
*Administrative Secretary	1.00				
*Building Division Supervisor	1.00				
*Plan Examiner	1.00				
*Plan Examiner Supervisor	1.00				
*Planner II	1.00				
*Single Family Resident Inspector	1.00				
Subtotal:	*6.00*				
Total Authorized:	24.60				

Note: Page 31 summarizes Employee Allocation Between Departments

*These positions will remain unbudgeted until funding is available.

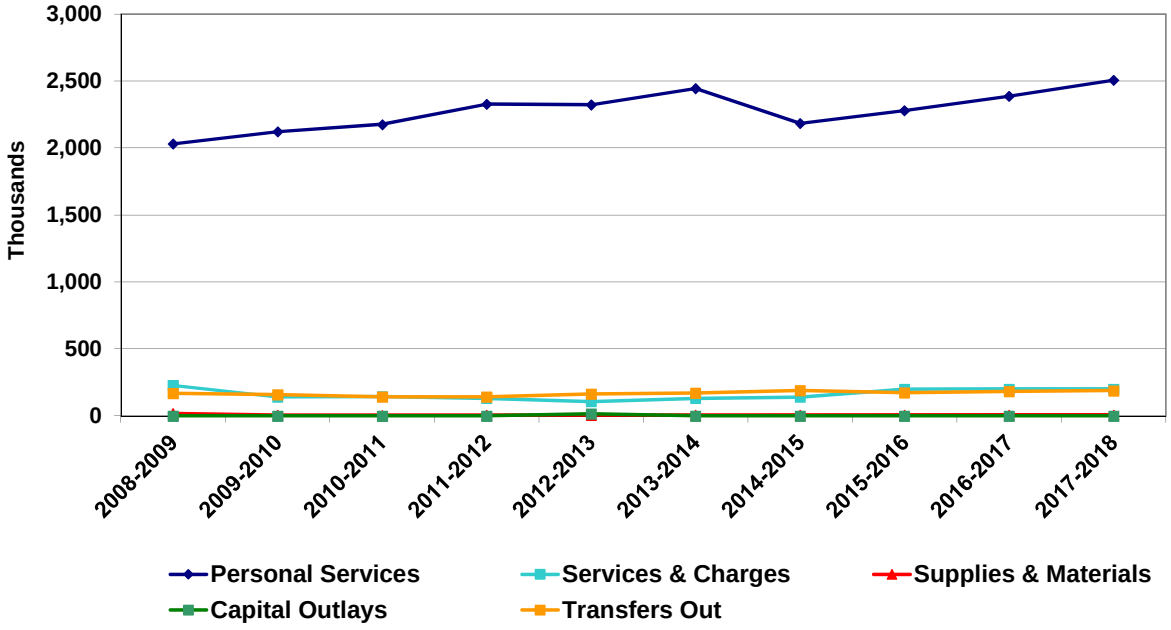
~Four Community Development Inspector I's were promoted to Community Development Inspector II's in FY 2013-14 due to a restructuring after several employees took a Voluntary Separation Incentive Program (VSIP).

^New position approved for 2015/2016 budget year.

COMMUNITY DEVELOPMENT

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	2,183,400	**2,279,100**	2,388,600	2,506,000
Services & Charges	139,700	**200,400**	200,500	200,600
Supplies & Materials	7,100	**7,300**	7,300	7,300
Capital Outlays	0	**0**	0	0
Transfers Out	189,400	**172,800**	182,600	188,600
Total	2,519,600	**2,659,600**	2,779,000	2,902,500



COMMUNITY DEVELOPMENT

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
2010		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	618,270	646,589	501,600	493,900	**518,300**	538,900	560,600
4002		WAGES CLERICAL	202,045	219,753	228,800	232,100	**241,600**	251,500	261,900
4003		WAGES OPERATIONAL	781,225	802,299	732,100	727,100	**773,800**	802,900	833,300
4004		OVERTIME	15,723	17,785	20,700	20,700	**20,700**	21,000	21,000
4006		OTHER PAY	12,248	16,418	11,200	20,000	**14,500**	14,500	15,000
4009		IMRF	212,233	235,515	203,200	205,000	**199,900**	207,500	215,200
4010		SOCIAL SECURITY	126,101	131,517	116,700	118,000	**122,200**	126,700	131,700
4012		HOSPITALIZATION	313,682	332,182	349,700	331,700	**346,100**	383,600	425,300
4020		SICK PAY	36,967	40,630	40,000	34,900	**42,000**	42,000	42,000
4022		LIFE INSURANCE	3,804	2,268	0	0	**0**	0	0
		SUBTOTAL	2,322,298	2,444,956	2,204,000	2,183,400	**2,279,100**	2,388,600	2,506,000
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	2,323	3,226	3,400	3,400	**3,500**	3,600	3,700
4102	(1)	PROF SVCS.-ENGNR./ARCH.	13,448	21,876	25,000	45,000	**35,000**	35,000	35,000
4103		PROF SVCS.-LEGAL	4,043	3,815	4,500	4,500	**0**	0	0
4105		PROF SVCS.-DATA PROCESS.	275	275	0	300	**0**	0	0
4107		PROF SVCS.-MEDICAL	32	130	0	100	**0**	0	0
4110	(2)	TECH. & CONSULT. SVCS.	49,332	47,259	38,000	38,000	**63,000**	63,000	63,000
4115		COMMUNICATIONS-TELEPHONE	9,448	13,591	9,500	12,000	**12,000**	12,000	12,000
4116		COMMUNICATIONS-PORT DV	(345)	1,386	0	0	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	3,070	5,517	3,500	3,500	**3,500**	3,500	3,500
4118		COPY/REPRODUCTION	1,779	1,735	2,500	3,000	**3,500**	3,500	3,500
4160	(3)	PRINTING	6,564	200	8,000	8,000	**6,000**	6,000	6,000
4161		PUBLICATION OF NOTICES	1,596	10,693	4,000	4,000	**4,000**	4,000	4,000
4163	(4)	CONFERENCES	3,848	3,660	2,500	2,500	**2,500**	2,500	2,500
4164	(5)	TRAINING	2,445	3,691	3,500	3,500	**3,500**	3,500	3,500
4180	(6)	REPAIRS & MAINTENANCE	910	2,445	1,400	1,400	**1,400**	1,400	1,400
4190		RENTAL EQUIPMENT	0	830	500	0	**500**	500	500
4192	(7)	DUES & SUBSCRIPTIONS	4,433	4,178	4,000	4,000	**5,500**	5,500	5,500
4199	(8)	OTHER SERVICES & CHARGES	2,961	6,536	6,500	6,500	**56,500**	56,500	56,500
		SUBTOTAL	106,162	131,043	116,800	139,700	**200,400**	200,500	200,600
			SUPPLIES & MATERIALS						
4201	(9)	OFFICE SUPPLIES	3,614	3,318	4,000	4,000	**4,000**	4,000	4,000
4203	(10)	CLOTHING SUPPLIES	800	1,070	1,100	1,100	**1,300**	1,300	1,300
4299	(11)	OTHER OPERATING SUPPLIES	1,143	1,929	2,000	2,000	**2,000**	2,000	2,000
		SUBTOTAL	5,557	6,317	7,100	7,100	**7,300**	7,300	7,300
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	16,269	0	0	0	**0**	0	0
		SUBTOTAL	16,269	0	0	0	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	32,544	35,616	47,400	47,400	**43,600**	47,300	48,300
4962		TRANSFER TO IT	106,866	116,856	113,700	124,900	**112,400**	122,900	127,000
4964		TRANSFER TO ERF	23,500	18,500	17,100	17,100	**16,800**	12,400	13,300
		SUBTOTAL	162,910	170,972	178,200	189,400	**172,800**	182,600	188,600
		TOTAL FOR DEPARTMENT	2,613,196	2,753,288	2,506,100	2,519,600	**2,659,600**	2,779,000	2,902,500

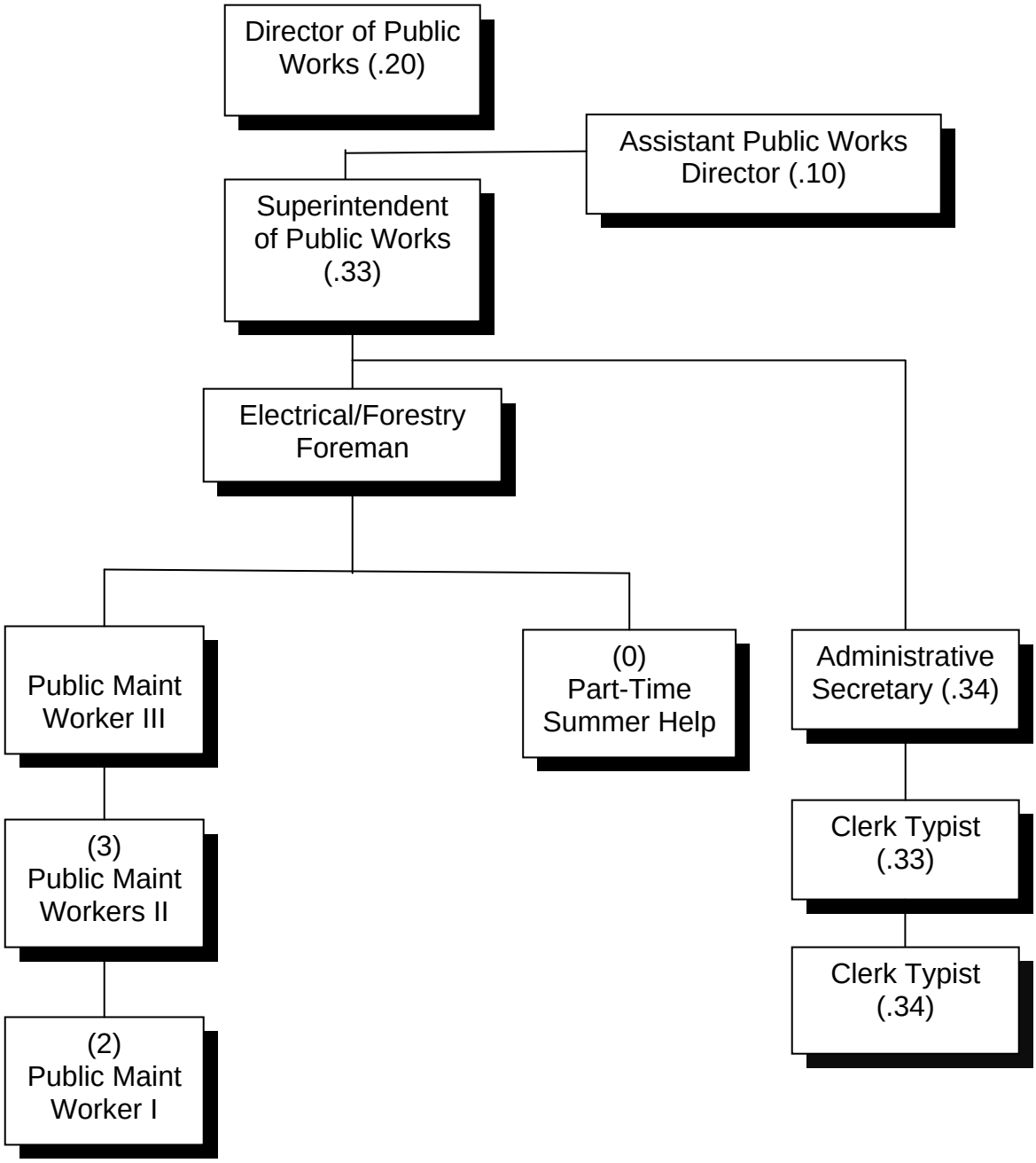
COMMUNITY DEVELOPMENT

Notes

4102 (1) PROF SERV.ENGNR./ARCH.				**35,000**
5,000	ENGINEERING/TRAFFIC RELATED SERVICES	25,000	CHRISTOPHER BURKE/PLAN REVIEW	
5,000	SOIL CONSULTANT			
4110 (2) TECH & CONSULT SERVICES				**63,000**
1,000	ZONING/PLANNING PUB HEARINGS REPTR	1,000	SPECIAL INSPECTIONS	
2,000	TRAFFIC STUDY	2,000	CRS OUTREACH INSERT	
2,000	ELEVATOR INSPECTION	20,000	CIVILTECH INSPECTIONS	
10,000	FIRE PLAN REVIEW	25,000	BUILDING CONSULTANT	
4160 (3) PRINTING				**6,000**
2,900	PERMIT FORMS (BUILDING PERMITS), OCCUPANCY PERMITS/WARNING TICKETS/ CONST/ENVELOPES/STORMWATER MGMT	1,000	SUPPLIES FROM METRO & TREE TOWN, ETC	
		500	ZONING CODE, BUILDING CODE & HOUSING MANUAL	
1,000	PERMITS, OTHER PRINTING & BUS CARDS	600	ADJUDICATION/CITATION FORMS	
4163 (4) CONFERENCES				**2,500**
500	CONF FOR ENGINEERING, PLNG & DEV	500	INSPECTION SEMINARS-STMWTR FEMA	
500	ADDISON CHAMBER OF COMM AND IND	1,000	APWA/SBOC PLANNING MTGS ONCE A MONTH	
4164 (5) TRAINING				**3,500**
500	STORMWATER MGMT/TRANSPORTATION GIS	500	MISCELLANEOUS ONE-DAY TRAINING	
500	PROFESSIONAL ENGINEERS LICENSING	1,500	SBOC/PLUMBING/ELECTRICAL TRAINING	
500	MGMT WETLANDS/OTHER CODE RELATED			
4180 (6) REPAIRS AND MAINTENANCE				**1,400**
700	GENERAL REPAIRS	700	SURVEYING INSTRUMENTS & TRAFFIC COUNTERS	
4192 (7) DUES/SUBSCRIPTIONS				**5,500**
400	(2) PLANNING REFERENCE MANUALS	800	ASCE/(1) APA MEMBERSHIP	
500	ENGINEER/BUILDING REFERENCE BOOKS	200	ICC MEMBERSHIP	
500	ANSI/ASME/PLBG CODE & ACCESS MANUALS	100	AICP MEMBERSHIP	
1,500	SBOC/ICMA MEMBERSHIP	1,500	AUTOCAD SUBSCRIPTIONS (2)	
4199 (8) OTHER SERVICES & CHARGES				**56,500**
1,000	TITLE SEARCH	500	CAR WASHES	
1,000	COUNTY RECORDING FEES	40,000	FAÇADE PROGRAM	
10,000	OVERHEAD SEWER PROGRAM	4,000	UNOCCUPIED PROPERTY MAINTENANCE	
4201 (9) OFFICE SUPPLIES				**4,000**
3,000	GEN OFFICE SUPLS/MISC DRAFTING EQUIP	1,000	FAX & COPY MACHINE TONER CARTRIDGE	
4203 (10) CLOTHING SUPPLIES				**1,300**
1,300	BOOTS 13 @ $100			
4299 (11) OTHER OPERATING SUPPLIES				**2,000**
500	ENGINEERING/BUILDING TOOLS	500	STAKES/NAILS/PAINTS/RAIN GEAR/GLOVES	
1,000	TRAFFIC COUNTER UPGRADE ITEMS			

ELECTRICAL & FORESTRY

Organization Structure



ELECTRICAL & FORESTRY

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Electrical & Forestry (E&F) Division of the Public Works Department operates under the direction of the Director of Public Works, Assistant Director of Public Works, and Superintendent of Public Works. The division is overseen by the Electrical and Forestry Foreman and is comprised of one Public Maintenance Worker III, three Public Maintenance Worker II, and two Public Maintenance Worker I. This division also provides partial funding for clerical and administrative staff.

Forestry

The Electrical & Forestry budget provides for the maintenance of Village trees on parkways, street medians, subdivision entrances, detention basins and all other Village properties. Work includes planting, pruning, dead/hazardous/diseased/infested tree removal, stump grinding, site restoration (soil, sod & seed), fertilization, watering, herbicide/pesticide application, staking and mulching. This budget also provides for horticultural maintenance of the Village's landscaped areas (such as urban plazas, subdivision entrances, flowerbeds and Veteran's Circle) as well as a portion of the contract mowing and maintenance of Village properties, aquatic weed control, mosquito abatement, elementary school Arbor Day activities, and subdivision and/or construction landscape plan reviews for proposed additions or upgrades within the Village of Addison. E&F also continues to work on the multi-year Emerald Ash Borer (EAB) Readiness Plan to safely remove the over 3,000 affected Ash trees within the Villages ROW.

Electrical

The Electrical & Forestry budget also provides for maintenance and repair to the street light and traffic signal systems. Such work includes the locating, repair and replacement of underground cable, replacement of light bulbs/refractors/luminaries, removal and replacement of streetlight poles, bases and arms (corresponding to vehicle accidents, water main breaks, etc.), maintenance and repair of the lighting control panels, plan reviews, and contractual traffic signal maintenance. This budget also covers the contract maintenance of the Village's warning siren system, the maintenance and repairs for fourteen pond aerators, the maintenance and repair to the electrical systems of various Village facilities, buildings and structures throughout Addison.

Miscellaneous

The Electrical & Forestry budget provides for portions of salaries of Public Works clerical and administrative staff, along with Public Works janitorial services. Snow plowing and salting during regular hours of operation, flag & banner maintenance and Holiday decoration display and removal are additional items of work performed by this division.

Narrative (Cont'd)

FY 2015-16 Key Objectives

Vision 6: We take pride in quality municipal service delivery.

1. Continue work to maintain the Village's street light system and parkway trees as follows:
    a. Provide maintenance of the parkway trees throughout the Village through pruning, chemical and cultural treatments, dead/diseased and hazardous tree removal, and the planting of new trees.
    b. Provide maintenance and repair of the street lighting system, as required.
    c. Provide Christmas tree recycling.
    d. Provide special maintenance, such as planting of flowers on Lake Street medians, Veteran's Circle, entrance signs, Village Hall grounds, certain detention areas and the Urban Plazas.
    e. Provide electrical maintenance to Village buildings and well houses.

2. Continue to work with private contractors to perform maintenance as follows:
    a. Mosquito abatement.
    b. Aquatic weed control in detention ponds.
    c. Mowing of Village properties, including detention basins, grounds at public buildings and vacant property.
    d. Cyclical parkway tree trimming.
    e. Monthly residential branch pick-up.
    f. Traffic signal maintenance.
    g. Gypsy moth mitigations.
    h. Brick paver cleaning, sealing and resetting.
    i. Repair and maintenance of the Civil Defense sirens.
    j. Removal of Ash trees infected with Emerald Ash Borer (EAB).
    k. Cimarron Wetland prescription burn.
    l. Contracted aid to inventory and map the village's street tree species, locations, size, condition for asset inventory, GIS integration with village systems, canopy coverage and species tracking and diversity.

3. Continue to perform other maintenance activities in the furtherance of Village goals, as follows:
    a. Putting up and taking down banners along Addison Road and the Village Hall parking lot for Community Development events and programs as requested.
    b. Putting up and taking down Christmas decorations and lighting along Addison Road, Lake Street, Veterans Circle and the Village Hall grounds.

4. Continue the wood-mulch give away programs.

ELECTRICAL & FORESTRY

Narrative (Cont'd)

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$2,078,922	$2,194,500	$2,189,100
Number of Employees	7	7	7
Outputs			
Trees Pruned/In-House	242	250	300
Trees Pruned/Contracted	1,870	1,870	1,822
Trees Removed/In-House	482	400	200
Trees Removed/Contracted	365	365	0
Trees Planted	399	450	600
Wood Chips Generated From Branch Pick-up (Cubic Yards)	2,569	2,100	2,500
Wood Chips Delivered To Residents Upon Request (Cubic Yards)	792	700	600
Street Light Work Orders	345	460	400
Bulbs Replaced	527	560	500
Service Requests (Total)	1,426	1,350	1,400
Service Requests Generated In-house	673	600	600
Effectiveness			
In-house service request/Total service requests = % Department Proactivity	47%	44%	43%
Efficiency			
Landscape Maintenance – Cost Per Acre	$80.33/based on 12 mos	$80.33/based on 12mos	$118.18/based on 7 mos
Cyclical Tree Pruning Contract – Cost per Tree	$26.31	$26.31	$27.00

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent of Public Works	0.33	0.33	0.33	0.33	0.33
Assistant Director of Public Works	0.10	0.10	0.10	0.10	0.10
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.34	0.34	0.34	0.34	0.34
Clerk Typist (2)	0.67	0.67	0.67	0.67	0.67
Public Maint Worker I (2)	2.00	2.00	2.00	2.00	2.00
Public Maint Worker II (3)	3.00	3.00	3.00	3.00	3.00
Public Maint Worker III	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	8.64	8.64	8.64	8.64	8.64
Authorized & Unbudgeted:					
*Electrician	1.00				
*Seasonal/Part-Time	5.00				
Subtotal:	*6.00*				
Total Authorized:	14.64				

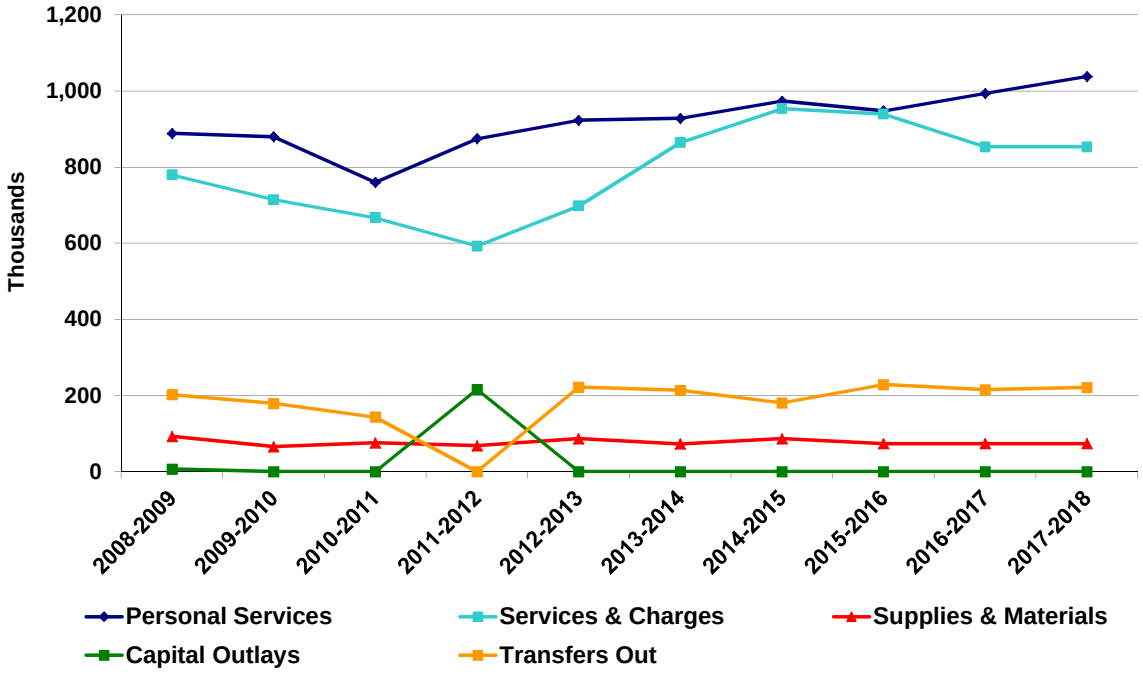
Note: Page 31 summarizes Employee Allocation Between Departments

*These positions will remain unbudgeted until funding is available.

ELECTRICAL & FORESTRY

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	973,600	**948,000**	994,000	1,038,700
Services & Charges	953,800	**939,500**	853,300	853,400
Supplies & Materials	86,500	**73,200**	73,200	73,200
Capital Outlays	0	**0**	0	0
Transfers Out	180,600	**228,400**	215,200	220,800
Total	2,194,500	**2,189,100**	2,135,700	2,186,100



The decrease in Personal Services in FY 11 is due to the loss of the Village electrician. In addition, all temporary summer help has been suspended.

ELECTRICAL & FORESTRY

Budget

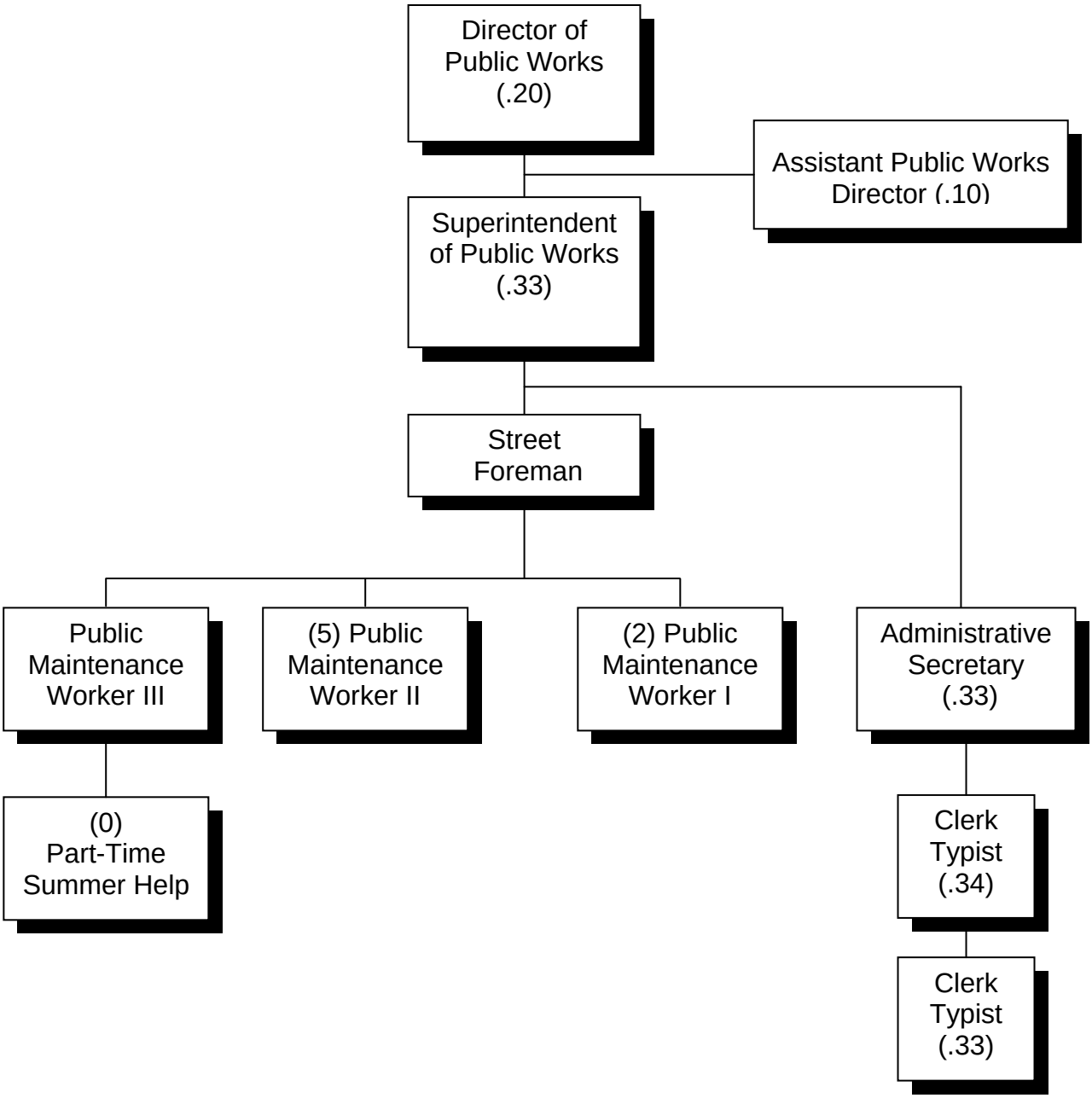
ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
2510		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	170,850	179,555	197,100	197,700	**164,600**	169,900	175,300
4002		WAGES CLERICAL	49,367	57,055	40,000	59,400	**41,100**	42,100	43,200
4003		WAGES OPERATIONAL	382,892	390,153	424,300	412,000	**432,900**	451,700	467,900
4004		OVERTIME	36,353	7,211	16,000	14,000	**16,000**	16,000	16,000
4006		OTHER PAY	5,920	4,786	6,000	6,000	**6,000**	6,000	6,000
4009		IMRF	82,709	90,652	91,500	91,000	**83,000**	86,100	88,900
4010		SOCIAL SECURITY	48,579	50,811	52,600	53,000	**50,700**	52,700	54,400
4012		HOSPITALIZATION	137,210	141,531	146,900	133,200	**145,700**	161,500	179,000
4020		SICK PAY	7,763	5,489	8,000	7,300	**8,000**	8,000	8,000
4022		LIFE INSURANCE	1,800	1,024	0	0	**0**	0	0
		SUBTOTAL	923,443	928,267	982,400	973,600	**948,000**	994,000	1,038,700
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,121	1,564	1,700	1,700	**1,700**	1,800	1,900
4107		PROF SVCS.-MEDICAL	969	796	1,200	1,200	**1,500**	1,500	1,500
4110	(1)	TECH. & CONSULT. SVCS.	215,990	205,878	245,000	245,000	**229,000**	205,000	205,000
4115		COMMUNICATIONS-TELEPHONE	5,686	9,981	5,800	7,600	**5,800**	5,800	5,800
4116		COMMUNICATIONS-PORTABLE D	0	0	300	300	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	368	432	500	400	**500**	500	500
4118		COPY/REPRODUCTION	325	386	500	400	**500**	500	500
4122	(2)	MOSQUITO CONTROL	78,424	74,656	84,200	84,200	**99,900**	99,900	99,900
4160		PRINTING	270	231	600	300	**600**	600	600
4161		PUBLICATION OF NOTICES	257	394	600	400	**600**	600	600
4163	(3)	CONFERENCES	1,771	1,705	1,800	2,700	**1,800**	1,800	1,800
4164	(4)	TRAINING	2,681	4,226	4,000	4,000	**4,000**	4,000	4,000
4170		PUBLIC UTILITY-GAS/HEAT	9,571	20,193	15,000	31,500	**15,000**	15,000	15,000
4173		PUBLIC UTILITY-ELEC/LIGHT	125,320	161,282	120,000	186,000	**120,000**	120,000	120,000
4176		PUBLIC UTILITY-SOLID WASTE	800	0	3,000	3,000	**0**	0	0
4180	(5)	REPAIRS & MAINTENANCE	250,652	381,928	382,700	382,700	**455,000**	392,700	392,700
4190	(6)	RENTAL EQUIPMENT	0	(40)	1,200	0	**1,200**	1,200	1,200
4192	(7)	DUES & SUBSCRIPTIONS	1,075	970	1,700	1,700	**1,700**	1,700	1,700
4199	(8)	OTHER SERVICES & CHARGES	3,039	211	700	700	**700**	700	700
		SUBTOTAL	698,319	864,793	870,500	953,800	**939,500**	853,300	853,400
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	991	1,000	1,000	1,000	**1,000**	1,000	1,000
4202		CLEANING SUPPLIES	0	0	1,600	1,600	**1,600**	1,600	1,600
4203	(9)	CLOTHING SUPPLIES	6,523	5,472	6,800	6,800	**7,200**	7,200	7,200
4206	(10)	STREET	15,089	15,333	20,000	20,000	**22,000**	22,000	22,000
4207	(11)	PUB. GRNDS. MATL/SUPPLIES	21,562	23,076	30,200	30,200	**30,200**	30,200	30,200
4290		EMERGENCY OPERATIONS	17,567	6,180	0	0	**0**	0	0
4299	(12)	OTHER OPERATING SUPPLIES	24,579	21,391	26,900	26,900	**11,200**	11,200	11,200
		SUBTOTAL	86,311	72,452	86,500	86,500	**73,200**	73,200	73,200
			CAPITAL OUTLAYS						
4304		EQUIPMENT	3,960	0	0	0	**0**	0	0
		SUBTOTAL	3,960	0	0	0	0	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	124,302	141,074	140,900	140,900	**129,600**	140,600	143,700
4962		TRANSFER TO IT	6,718	7,336	7,100	7,800	**9,900**	10,800	11,200
4964		TRANSFER TO ERF	90,800	65,000	31,900	31,900	**88,900**	63,800	65,900
		SUBTOTAL	221,820	213,410	179,900	180,600	**228,400**	215,200	220,800
		TOTAL FOR DEPARTMENT	1,933,853	2,078,922	2,119,300	2,194,500	**2,189,100**	2,135,700	2,186,100

ELECTRICAL & FORESTRY

Notes

4110	**(1)**	**TECH. & CONSULT. SVCS.**			**229,000**
	105,000	CONTRACTED BRUSH PICK-UP	24,000	PW ARC FLASH HAZARD ASSESSMENT	
	100,000	EMERALD ASH BORER READINESS PLAN			
4122	**(2)**	**MOSQUITO CONTROL**			**99,900**
	78,400	MOSQUITO CONTROL	9,700	BLOOMINGDALE TOWNSHIP-VOA SHARE	
	11,800	AQUATIC WEED CONTROL			
4163	**(3)**	**CONFERENCES**			**1,800**
	1,800	ILLINOIS ARBORIST CONFERERNCE			
4164	**(4)**	**TRAINING**			**4,000**
	4,000	BASIC FORESTRY & ARBORIST CERT			
4180	**(5)**	**REPAIRS & MAINTENANCE**			**455,000**
	2,100	ANNUAL INSPECTION, 2-AERIAL TRUCKS	12,000	CONTRACT CLEANING	
	20,200	TREE REPLACEMENT	3,500	HELIX BASE INVENTORY	
	49,200	CONTRACT TREE TRIMMING	16,500	CONCRETE POLE REPLACEMENT	
	3,800	STUMP & TREE REMOVAL	20,600	STREETLIGHT POLES FOR KNOCKDOWN	
	43,300	VOA TREE INVENTORY	2,900	HVAC CONTRACT	
	16,200	BRICK PAVER CLEAN & SEAL	1,300	OVERHEAD DOOR CONTRACT	
	5,000	PUBLIC WORKS PAINTING, SUPPLIES	25,000	ELECTRICAL CONTRACT	
	3,300	EQUIPMENT REPLACEMENT PARTS	14,500	MOWING & PARK MAINTENANCE	
	10,000	MAINTENANCE OF PW BUILDING HVAC	14,900	POND AERATOR MAINTENANCE	
	108,400	MOWING & NUISANCE WEED CUTTING	4,500	CIMARRON WETLAND PRESCRPTN BURNS	
	62,100	TRAFFIC SIGNAL CONTRACT	10,000	STREET LIGHT ADMINISTRATION	
	400	RADIO REPAIRS REPLACEMENT	2,000	PARKWAY RESTORATION	
	3,300	EMERGENCY SIRENS			
4190	**(6)**	**RENTAL EQUIPMENT**			**1,200**
	1,200	RENTAL OF TRENCHER/HEAVY EQUIP			
4192	**(7)**	**DUES & SUBSCRIPTIONS**			**1,700**
	1,700	VARIOUS RE-CERTIFICATIONS			
4199	**(8)**	**OTHER SERVICES & CHARGES**			**700**
	700	WALK-ON RUNNERS, CAR WASHES			
4203	**(9)**	**CLOTHING SUPPLIES**			**7,200**
	800	WINTER OUTERWEAR	1,000	BOOTS	
	450	T-SHIRTS	2,200	UNIFORMS	
	2,100	SAFETY & PERSONAL PROTECTIVE EQUIP	300	ARC FLASH PROTECTIVE COVERALLS	
	350	RAIN GEAR & RUBBER BOOTS			
4206	**(10)**	**STREET**			**22,000**
	22,000	HIGH PRESSURE SODIUM GROUP BULBS			
4207	**(11)**	**PUB. GRNDS. MATL/SUPPLIES**			**30,200**
	2,100	GRASS, SOD & SEED	4,000	REPLACEMENT BUSHES & TREES	
	2,900	FERTILIZERS & HERBICIDES	4,300	FLOWERS FOR VILLAGE OWNED PRPTY	
	16,900	CHRISTMAS LIGHTS			
4299	**(12)**	**OTHER OPERATING SUPPLIES**			**11,200**
	2,800	REMOTE DISCONNECT SWITCHES	8,400	ELECT TAPE, CRIMPS, MISC HARDWARE	

Organization Structure



STREET

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Street Division is a part of the Public Works Department. This department is under the direction of the Director of Public Works, Assistant Director of Public Works, Superintendent of Public Works and the Street Division Foreman. Additional staff includes one Maintenance Worker III, five Maintenance Worker II, and two Maintenance Worker I. This budget also provides partial funding for clerical and administrative staff.

Street Maintenance

This budget provides for the maintenance of snow and ice operations, asphalt pavement repair and maintenance, emergency traffic control and barricading, repair of pot holes, repair of sidewalks and curbs, replacement of sidewalks, striping of roadway lane lines, school crosswalks and stop bars, repair of damage due to snow plowing operations, installation and maintenance of street signs, and street sweeping.

Flood Control

This budget provides for the maintenance of creeks by pulling logs and debris from the creek system, inlet cleaning, pumping out basements, barricading flooded streets or streets undergoing maintenance activities, sandbagging and evacuating people from flooded homes.

Miscellaneous

This budget provides for the maintenance of the waterways in and out of each holding pond, graffiti removal from sidewalks, streets, buildings, and sight/sound wall along I-290, maintenance of sound wall along I-290 from Route 83 to I-355 (Funding in Capital Projects Fund), and help in planning traffic control, crowd control and safety barriers for various community events as directed.

FY 2015-16 Key Objectives

Vision 3: Our residential neighborhoods and housing meet a high standard of livability.

1. Continue work to maintain the Village's street system as follows:
   a. Street striping
   b. Street patching and pot hole patching
   c. Snow plowing and salting
   d. Sign placement and replacement
   e. Street sweeping program

Narrative (Cont'd)

FY 2015-16 Key Objectives (Cont'd)

Vision 3: Our residential neighborhoods and housing meet a high standard of livability. (Cont'd)

2. Continue to work with contractors to perform street striping maintenance of the Village's streets.

3. Continue to work with contractors to maintain and construct new sidewalks, as follows:
   a. Rectification of trip hazards
   b. New sidewalk construction

4. Continue to work with contractors to keep up with crack sealing program to help preserve our streets.

5. Continue to perform other maintenance activities in the furtherance of Village goals, as follows:
   a. Cleaning of various creeks and ditches to insure proper water flow
   b. Operation of several storm water detention basins
   c. Removal of graffiti on public and private property
   d. Set up detours for community events

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$2,418,118	$2,374,100	$2,523,200
Number of Employees	9	9	9
Outputs			
Hours expended for graffiti removal	160.25	116.75	125
Total lineal feet of curb and stripe painting	53,649.25	15,394.70	42,000
Total squares of sidewalk replaced	1,294	1,140	750
Total curb miles of street swept	2,699	3,765	5,000
Total tons of asphalt used	3,055.90	3,870.57	4,800
Total hours of snow plowing	2,739.50	5,633.75	2,000
Total tons of salt used	1,452.69	1,533.90	1,500
Effectiveness			
% Graffiti complaints completed on schedule	100%	100%	100%
% Sidewalk repairs made within 30 days	100%	100%	100%
% Asphalt repairs (potholes) within 24 hours	90%	90%	90%
% Street sweeping completed on schedule	85%	95%	95%
Efficiency			
Average cost to remove graffiti, per job	$139.97	$130.00	$140.00
Average cost to repair asphalt failures, per repair	$308.09	$323.00	$323.00

STREET

Personnel Summary

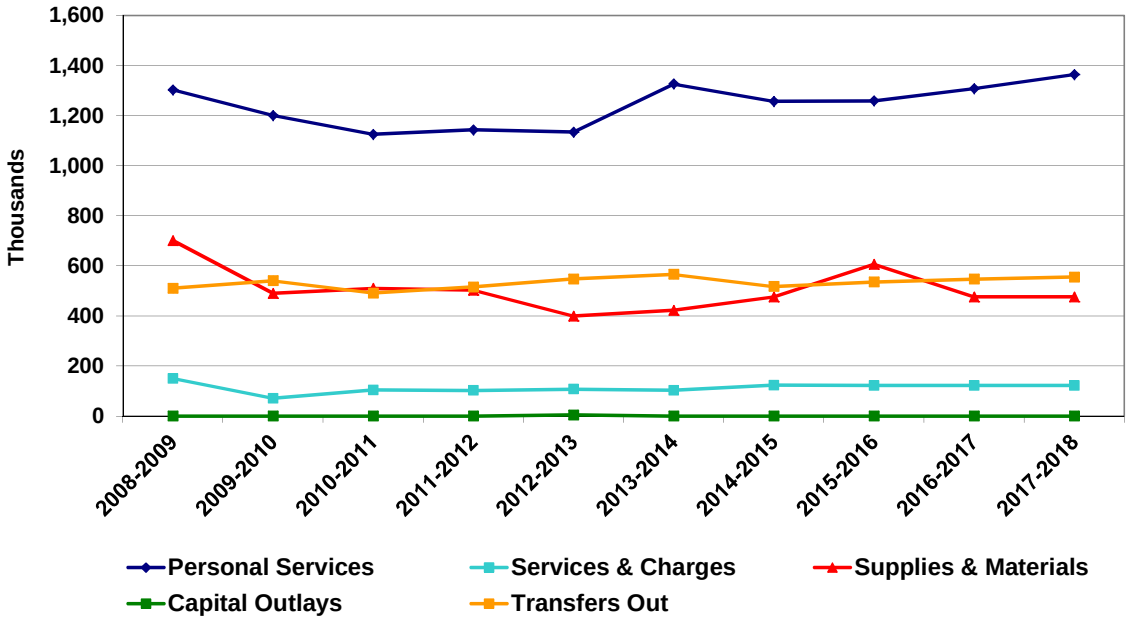
Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent of Public Works	0.33	0.33	0.33	0.33	0.33
Assistant Public Works Director	0.10	0.10	0.10	0.10	0.10
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.33	0.33	0.33	0.33	0.33
Clerk Typist (2)	0.67	0.67	0.67	0.67	0.67
Public Maint Worker III	1.00	1.00	1.00	1.00	1.00
Public Maint Worker II (5)	5.00	5.00	5.00	5.00	5.00
Public Maint Worker I (2)	2.00	2.00	2.00	2.00	2.00
Total Budgeted:	10.63	10.63	10.63	10.63	10.63
Authorized & Unbudgeted:					
*Public Maint Worker I	2.00				
*Seasonal/Part-Time	2.00				
Subtotal:	*4.00*				
Total Authorized:	14.63				

Note: Page 31 summarizes Employee Allocation Between Departments

In 2010 & 2011, the Village offered a Voluntary Incentive Separation plan to avoid layoffs. Starting in FY 2010 due to declining revenues, the Village has not hired seasonal help. *These positions will remain unbudgeted until funding is available.

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	1,256,700	**1,259,100**	1,308,500	1,364,200
Services & Charges	123,700	**122,000**	122,000	122,000
Supplies & Materials	476,100	**606,400**	476,400	476,400
Capital Outlays	0	**0**	0	0
Transfers Out	517,600	**535,700**	547,200	554,900
Total	2,374,100	**2,523,200**	2,454,100	2,517,500



The increase in FY 2009 in Supplies and Materials is primarily due to the increase in the cost of road salt caused by the decrease in availability of road salt.

STREET

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
2520		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	171,215	179,932	197,200	197,700	**164,600**	169,900	175,300
4002		WAGES CLERICAL	49,510	57,219	40,000	59,600	**41,100**	42,100	43,200
4003		WAGES OPERATIONAL	522,923	555,675	578,800	565,000	**588,600**	606,700	625,400
4004		OVERTIME	45,060	145,661	75,000	24,100	**75,000**	75,000	75,000
4006		OTHER PAY	5,770	4,061	4,000	6,000	**4,000**	4,500	4,500
4009		IMRF	103,905	119,761	122,100	115,000	**112,000**	115,100	118,600
4010		SOCIAL SECURITY	62,003	67,407	70,200	67,000	**68,500**	70,300	72,500
4012		HOSPITALIZATION	150,443	175,690	176,500	197,600	**180,300**	199,900	221,700
4020		SICK PAY	21,493	20,196	25,000	24,700	**25,000**	25,000	28,000
4022		LIFE INSURANCE	1,948	924	0	0	**0**	0	0
		SUBTOTAL	1,134,270	1,326,526	1,288,800	1,256,700	**1,259,100**	1,308,500	1,364,200
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,041	1,271	1,300	1,300	**1,400**	1,400	1,400
4105	(1)	PROF SVCS.-DATA PROCESS.	10,946	9,845	11,000	11,500	**11,000**	11,000	11,000
4107	(2)	PROF SVCS.-MEDICAL	2,177	1,580	1,500	800	**1,500**	1,500	1,500
4115	(3)	COMMUNICATIONS-TELEPHONE	4,613	8,429	4,800	6,600	**4,800**	4,800	4,800
4116		COMMUNICATIONS-PORT DEV	830	0	300	0	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	5,532	5,240	4,500	10,000	**4,500**	4,500	4,500
4118		COPY/REPRODUCTION	476	469	500	500	**500**	500	500
4160		PRINTING	3,727	3,908	4,800	4,800	**4,800**	4,800	4,800
4161		PUBLICATION OF NOTICES	544	136	500	500	**500**	500	500
4163		CONFERENCES	150	11	0	0	**1,500**	1,500	1,500
4164		TRAINING	34	0	0	0	**1,500**	1,500	1,500
4176		PUBLIC UTILITY-SOLID WASTE	10,000	0	14,000	14,000	**14,000**	14,000	14,000
4180	(4)	REPAIRS & MAINTENANCE	61,686	66,724	67,000	67,000	**67,000**	67,000	67,000
4190	(5)	RENTAL EQUIPMENT	803	2,006	4,300	2,000	**4,300**	4,300	4,300
4192		DUES & SUBSCRIPTIONS	306	329	300	300	**300**	300	300
4199	(6)	OTHER SERVICES & CHARGES	4,260	3,304	4,400	4,400	**4,400**	4,400	4,400
		SUBTOTAL	107,125	103,252	119,200	123,700	**122,000**	122,000	122,000
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	780	800	800	800	**800**	800	800
4203	(7)	CLOTHING SUPPLIES	5,987	4,798	5,500	5,500	**5,500**	5,500	5,500
4205	(8)	CHEMICALS	0	1,470	10,000	10,000	**20,000**	20,000	20,000
4206	(9)	STREET	380,202	402,836	428,100	428,100	**558,100**	428,100	428,100
4207		PUB. GRNDS. MATL/SUPPLIES	874	1,232	2,000	2,000	**2,000**	2,000	2,000
4299	(10)	OTHER OPERATING SUPPLIES	11,958	11,118	20,000	29,700	**20,000**	20,000	20,000
		SUBTOTAL	399,801	422,254	466,400	476,100	**606,400**	476,400	476,400
			CAPITAL OUTLAYS						
4304		EQUIPMENT	3,960	0	0	0	**0**	0	0
		SUBTOTAL	3,960	0	0	0	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	285,598	324,846	295,300	295,300	**271,600**	294,700	301,200
4962		TRANSFER TO IT	36,793	40,140	39,000	42,800	**33,100**	36,200	37,400
4964		TRANSFER TO ERF	225,500	201,100	179,500	179,500	**231,000**	216,300	216,300
		SUBTOTAL	547,891	566,086	513,800	517,600	**535,700**	547,200	554,900
		TOTAL FOR DEPARTMENT	2,193,047	2,418,118	2,388,200	2,374,100	**2,523,200**	2,454,100	2,517,500

Notes

4105	**(1)**	**PROF SERV-DATA PROCESSING**			**11,000**
	11,000	VEHICLE STICKER APPLICATIONS			
4107	**(2)**	**PROF SVCS-MEDICAL**			**1,500**
	900	OSHA REQUIRED - DRUG & ALCOHOL TEST	600	PRESCRIPTION SAFETY GLASSES	
4115	**(3)**	**COMMUNICATIONS - TELEPHONE**			**4,800**
	4,500	REGULAR PHONES	300	CELL PHONES	
4180	**(4)**	**REPAIRS & MAINTENANCE**			**67,000**
	3,200	GENERAL REPAIRS	2,000	SALT CREEK GREENWAY MAINT	
	1,000	FIRE EXTINGUISHER SERVICE	50,000	CONTRACT STREET SEALING	
	10,800	CONTRACT STREET STRIPING			
4190	**(5)**	**RENTAL EQUIPMENT**			**4,300**
	4,300	ASPHALT SAW, AIR COMPRESSOR			
4199	**(6)**	**OTHER SERVICES & CHARGES**			**4,400**
	300	COMMERCIAL DRIVERS LICENSES	500	BOARD-UPS	
	200	CAR WASHES	2,400	FLOOR MATS FOR PW BUILDING	
	1,000	ROADKILL PROGRAM			
4203	**(7)**	**CLOTHING SUPPLIES**			**5,500**
	175	RAIN GEAR/RUBBER BOOTS	2,025	WINTER OUTERWEAR/BOOTS	
	500	T-SHIRTS	200	COVERALL REPLACEMENTS @ $100 EA.	
	200	KNIT HATS & LINERS	200	GLOVES & SAFETY EQUIPMENT	
	2,200	UNIFORMS (11)			
4205	**(8)**	**CHEMICALS**			**20,000**
	10,000	PREWET TREATMENT	10,000	CHEMICALS	
4206	**(9)**	**STREET**			**558,100**
	185,000	ROAD SALT	250,000	HOT MIX ASPHALT	
	800	GUARD RAILS	25,000	COLD MIX ASPHALT	
	2,600	CULVERT REPLACEMENT	40,000	MILLING	
	8,700	PAINT FOR STRIPING	10,000	BLACKTOP PRIME/TACK	
	32,000	STREET SIGNS	4,000	ASPHALT RECYCLING	
4299	**(10)**	**OTHER OPERATING SUPPLIES**			**20,000**
	20,000	OXYGEN, ACETYLENE, PROPANE, PAINT, QUICK CONES, LUMBER, RAILS, CEMENT, HITCHES, CHAINS, AIR HOSES, FUSE HOLDERS, SWITCHES, HARDWARE ACCT, PAINT BRUSHES, & ROLLERS, FILM FOR CAMERA, SNOW FENCE, SIDEBOARDS, PVC PIPE, TARP FOR TRUCKS, QUICK CRETE, PENETRATING OIL		SWEEPER BROOMS, SNOW PLOW PARTS, HOSES BEARINGS, PINS, COFFEE, TUFF NUTS, NUTS & BOLTS, BATTERIES, RIVETS, BLADES FOR PLOWS, REPLACE MAIL BOXES, CHLORIDE TANK REPAIR KITS, GABIONS FOR CREEK BANK EROSION, ARROW BOARD REPAIR PARTS, RAM CYLINDERS	

(BLANK)

GENERAL LEDGER

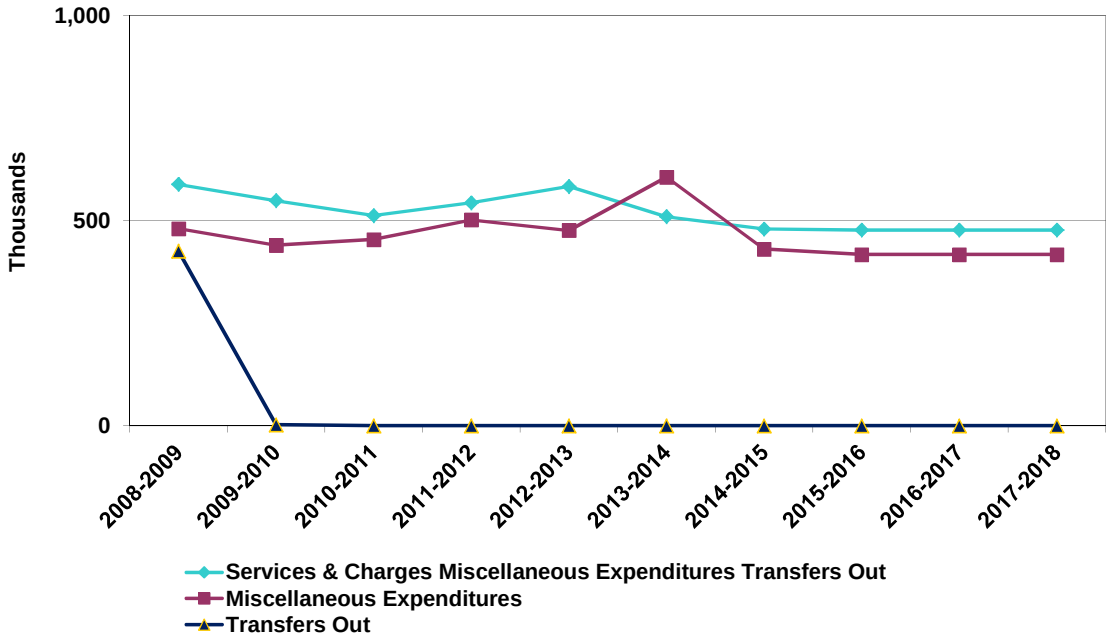
Narrative

The General Ledger section provides for Village property, casualty, and liability insurance premiums and other policies carried by the Village as a member of the Intergovernmental Risk Management Agency (IRMA). In addition, sales tax and room tax abatements used as economic development incentives are included in this section. This section can also be used to provide for transfers to other Village funds to supplement their operations.

GENERAL LEDGER

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Services & Charges	480,000	**477,200**	477,200	477,200
Miscellaneous Expenses	430,500	**417,500**	417,500	417,500
Transfers Out	0	**0**	0	0
Total	910,500	**894,700**	894,700	894,700



Note: The increase in transfers out in FY 2007-2008 is due to a transfer to the Town Center TIF #3 thru the Redevelopment Fund to purchase the Betterbilt property to land bank it for future sale to a Town Center Developer.

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
2600	**EXPENDITURES**							
		SERVICES & CHARGES						
4110	TECH & CONSULTING SVCS	0	0	0	40,000	**37,000**	37,000	37,000
4149	IRMA INS - DISPATCH	33,314	38,351	34,900	35,800	**35,800**	35,800	35,800
4150	IRMA INS - ADMINISTRATION	11,242	16,788	16,800	7,800	**7,800**	7,800	7,800
4151	IRMA INS - HHRC	6,392	6,500	5,900	5,600	**5,800**	5,800	5,800
4152	IRMA INS - FINANCE	4,249	6,632	6,000	3,000	**3,000**	3,000	3,000
4153	IRMA INS - COMMUNITY RELS	5,107	8,582	7,800	4,400	**4,400**	4,400	4,400
4154	IRMA INS - BUILDING & GRNDS	4,168	6,735	7,300	2,900	**2,900**	2,900	2,900
4155	IRMA INS - POLICE	373,314	302,618	274,000	265,500	**265,500**	265,500	265,500
4156	IRMA INS - COMMUNITY DEVLOP	19,537	31,050	28,200	14,900	**14,900**	14,900	14,900
4157	IRMA INS - ELEC & FORESTRY	68,099	56,326	33,700	56,100	**56,100**	56,100	56,100
4158	IRMA INS - STREET	58,110	36,304	34,500	44,000	**44,000**	44,000	44,000
	SUBTOTAL	583,532	509,886	449,100	480,000	**477,200**	477,200	477,200
		MISCELLANEOUS EXPENDITURES						
4830	SALES TAX ABATE - CENTENNIAL	100,197	158,257	125,000	111,000	**110,000**	110,000	110,000
4834	ROOM TAX ABATE - HAMPTON INN	43,432	54,785	50,000	43,000	**0**	0	0
4835	SALES TAX ABATE - CAPUTO'S	27,862	19,505	25,000	16,000	**20,000**	20,000	20,000
4836	SALES TAX ABATE - WALMART	292,070	272,261	280,000	248,000	**275,000**	275,000	275,000
4837	TELECOM TAX ABATEMENT	2,690	1,053	2,500	2,500	**2,500**	2,500	2,500
4840	SALES TAX ABATE - FOX LAKE COMMONS	10,000	10,000	10,000	10,000	**10,000**	10,000	10,000
4845	TELECOM TAX EXPENSE	0	90,288	0	0	**0**	0	0
	SUBTOTAL	476,251	606,149	492,500	430,500	**417,500**	417,500	417,500
	TOTAL EXPENDITURES	1,059,783	1,116,035	941,600	910,500	**894,700**	894,700	894,700

GENERAL LEDGER

Notes

4110 – Technical and Consulting

Due to the ongoing drop in telecommunications tax revenues, the Village is working with a consultant to help recover lost revenues. The recovery will include telecommunications tax, sales tax, cable tax, etc.

4149 - 4158 IRMA Insurance

Workers compensation and other liability insurance costs for General Fund departments. The Village participates in the Intergovernmental Risk Management Agency (IRMA). This is a public entity risk pool whose members are Illinois municipalities.

4830 – 4840 Economic Development Incentive Expenditures

4830 Sales Tax Abatement - Centennial Plaza
4831 Sales Tax Abatement - IMAX (Marcus)
4834 Room Tax Abatement - Hampton Inn
4835 Sales Tax Abatement – Caputo's
4836 Sales Tax Abatement - Wal-Mart
4837 Telecommunications Tax Abatement
4838 Sales Tax Abatement – Venuti's
4840 Sales Tax Abatement – Fox Lake Commons

4830 Centennial Plaza

- 50% of non-home rule sales tax generated by Centennial businesses (except those businesses listed in Exhibit C of the Business Development Agreement) + 50% of Hotel/Motel tax receipts.
- 15-year term or $2.5 million, whichever comes first.
- Quarterly payments.
- Start date = 3rd quarter of 1999 / estimated end date = December 2014.
- First Amendment approved in FY 2013 extends agreement until December 2019.

4831 Marcus

- 100% of non-home rule concession sales tax over 1998 base (calendar) year.
- 15-year term or $165,000, whichever comes first.
- Annual payments.
- Start date = January 2000 / end date = January 2015.

4834 Hampton Inn

- 50% of hotel tax.
- Through April 2016 or $460,000, whichever comes first.
- Monthly incentive adjustments on tax owed.
- Estimated start date = November 2003 / estimated end date = April 2016. Final payment was made December, 2014. No more payments expected.

Notes (Cont'd)

4835 Caputo's

Initial incentive:

- 50% of non-home rule sales tax over the 2002 base (calendar) year.
- 5-year term or $200,000, whichever comes first.
- Payable by May 15 of each year from 2004 through 2008.

Supplemental Incentive:

- 50% of non-home rule sales tax over the 2002 base (calendar) year.
- 5-year term or $600,000, whichever comes first.
- Payable by May 15 of each year from 2009 through 2013.

If **all** of the following conditions are met: (conditions met 11/28/06)

- Balance of shopping center leased by 1/1/07.
- Façade for the balance of the shopping center renovated by 1/1/07.
- Parking lot resurfaced with landscaped islands by 1/1/07.

4836 Wal-Mart

- 50% of non-home rule sales tax revenue generated.
- 15-year term or $3.5 million, whichever comes first.
- Possible increase to 17-year term or $4.25 million in the event a waiver of a parking covenant is not received.
- Annual payments.
- Estimated start date = 05/18/05. Construction of building must be completed by 12/31/05. Estimated end date = 12/31/20 or 12/31/22 in the event the waiver is not received. The waiver was not received so the ending date is 12/31/22 and the limit is $4.25 million.

4837 Telecommunications Tax Abatement

In FY 2005, when the Village Board instituted the Telecommunications Tax, it was aware the tax would have a negative impact on the other taxing bodies. The Board passed an abatement ordinance whereby taxing bodies, upon submission of copies of paid telecommunications bills, receive a refund of the taxes paid.

4840 Fox Lake Commons

- 100% of non-home rule sales tax generated by Panera Bread.
- Up to $10,000 per calendar year.
- 15-year term beginning with calendar year 2012.
- Start Date = Calendar Year 2012 (payable in 2013) End Date = After Calendar year 2027 (payable in 2028).

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WATER AND SEWER FUND

Narrative

This fund accounts for all operations and capital expenses of the water and sewer utility services provided by the Village. The fund is comprised of three general areas: Water, Sewer, and Water Pollution Control.

The Water Department provides all customers with adequate, cost-effective, potable water. The Village, along with a consortium of other local governments, formed the DuPage Water Commission to construct and maintain a water pumping system to bring Lake Michigan water to the area.

The Sewer and Water Pollution Control Departments are responsible for the cleaning, repairing and monitoring of both the sanitary and storm sewer systems in accordance with the Environmental Protection Agency (EPA), Illinois Environmental Protection Agency (IEPA) and all other governing bodies.

WATER AND SEWER FUND (50) REVENUES

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
5000	**REVENUES**							
		LICENSES AND PERMITS						
3121	STORM WATER EXEMPTION	28,178	1,841	3,000	13,400	**3,000**	3,000	3,000
3122	RECAPTURE FEES	0	(5,626)	0	98,100	**0**	0	0
3126	BMP IN LIEU OF PROGRAM	14,301	749	1,000	2,000	**1,000**	1,000	1,000
3140	ANNEXATION/TAP ON FEES	20,818	42,564	15,000	29,500	**15,000**	15,000	15,000
	SUBTOTAL	63,297	39,528	19,000	143,000	**19,000**	19,000	19,000
		FINES AND FORFEITURES						
3208	ADMINISTRATIVE ADJUDICATION	0	0	1,200	0	**1,200**	1,200	1,200
	SUBTOTAL	0	0	1,200	0	**1,200**	1,200	1,200
		CHARGES FOR SERVICES						
3301	USER REVENUE - WATER	6,494,784	7,199,573	8,155,300	7,864,000	**8,765,000**	9,026,400	9,297,200
3303	USER REVENUE - SEWER	6,038,258	6,028,722	6,309,000	6,084,000	**6,378,000**	6,567,000	6,764,000
3305	PENALTY - WATER	77,510	68,494	81,600	78,600	**87,600**	90,300	93,000
3306	PENALTY - SEWER	73,948	57,993	63,100	60,900	**63,800**	65,600	67,600
3310	WATER FROM CONSTRUCTION	80	90	100	300	**100**	100	100
3312	WATER METER REVENUE	10,454	12,189	5,000	11,900	**10,000**	8,000	8,000
3315	TURN ON FEES	8,150	9,400	8,000	6,500	**8,000**	8,000	8,000
3325	LAB FEES	6,075	8,842	4,000	5,800	**6,000**	6,000	6,000
3327	SEWER POLLUTION SURCHARGE	20,598	27,593	20,000	29,500	**29,000**	29,000	29,000
3399	OTHER CHARGES	17,492	5,742	6,000	16,600	**6,000**	6,000	6,000
	SUBTOTAL	12,747,349	13,418,638	14,652,100	14,158,100	**15,353,500**	15,806,400	16,278,900
		INTERGOVERNMENTAL REVENUES						
3440	GRANTS - STATE OF IL CDBG	250,000	0	0	0	**200,000**	137,500	0
	SUBTOTAL	250,000	0	0	0	**200,000**	137,500	0
		INTEREST INCOME						
3510	INVESTMENT INTEREST	6,404	9,452	4,500	6,000	**4,500**	4,500	4,500
	SUBTOTAL	6,404	9,452	4,500	6,000	**4,500**	4,500	4,500
		MISCELLANEOUS						
3720	IEPA LOAN PROCEEDS	0	0	5,531,200	6,588,800	**0**	0	0
3808	REIMB- COM ED	916	0	0	0	**0**	0	0
3827	FEMA REIMB-FLOOD	0	29,314	0	0	**0**	0	0
3861	CONTRIBUTION - PRIVATE SOURCE	0	2,000	0	0	**0**	0	0
3867	IRMA REIMBURSEMENT	47,313	0	15,000	0	**15,000**	15,000	15,000
3899	OTHER MISCELLANEOUS	1,261	762	0	2,500	**0**	0	0
	SUBTOTAL	49,490	32,076	5,546,200	6,591,300	**15,000**	15,000	15,000
		TRANSFERS IN						
3942	TRANSFER FRM REDEVELOPMENT	839,000	0	0	0	**0**	0	0
3944	TRANSFER FRM PUBLIC BLDNG	201,000	0	0	0	**0**	0	0
3992	TRANSFER FRM DEBT SERVICE	181,600	800,809	0	0	**0**	100,000	300,000
	SUBTOTAL	1,221,600	800,809	0	0	**0**	100,000	300,000
	TOTAL REVENUES	14,338,140	14,300,503	20,223,000	20,898,400	**15,593,200**	16,083,600	16,618,600

Notes

3140 Annexation/Tap on Fees

This fee revenue is received from property owners or builders who are annexing to the Village or constructing new residential or commercial properties. The fee covers the cost of connecting these properties to the Village's water and sewer systems. Since receipt of these fees is unpredictable, the Village budgets $15,000 annually.

3208 Administrative Adjudication

The Village has implemented an administrative adjudication process for less severe infractions instead of going to court. This records the fees received from the process.

3301 User Revenue- Water
3303 User Revenue- Sewer

		Water Revenue	Sewer Revenue	Total User Fees	% Inc (Dec)
FY 2012	(Actual)	5,714,150	5,767,848	11,481,998	7.01%
FY 2013	"	6,494,784	6,038,258	12,533,042	9.15%
FY 2014	"	7,199,573	6,028,722	13,228,295	5.55%
FY 2015	(Est. Act)	7,864,000	6,084,000	13,948,000	5.44%
FY 2016	(Budget)	8,765,000	6,378,000	15,143,000	8.57%

Water and sewer user fees represent approximately 97% of the Water and Sewer Fund's income for the FY 2016 Budget. Total user fees vary from year to year due to rate increases as outlined in the table shown on the next page, changes in consumption due to vacancies, water conservation and weather related water usage differences. In 1992, the Village, along with a consortium of other local governments, formed the DuPage Water Commission to construct and maintain a water pumping system that replaced the individual well systems, by bringing Lake Michigan water to the area. The Village accounts for two separate user charges, which are based on the amount of water consumed by Addison residents and businesses:

Water revenues - charged to cover all activities associated with the water system, including the cost of water from DPWC and water main replacement and maintenance.

Sewer revenues - charged to cover all activities associated with the Sewer and Water Pollution Control systems including sewer and storm sewer replacement and maintenance.

The Village recognizes the impact a rate increase has on their customers and has raised rates only when necessary. Although the Village passes a multi-year rate plan, any unforeseen changes in rates from the DuPage Water Commission (DPWC) have to be passed on. These changes have not only included rate increases, but in FY 2006-2008, rate decreases. The City of Chicago announced in 2011 they would be increasing their rate to the DPWC by 90% over four years..

WATER AND SEWER FUND REVENUES

Notes (Cont'd)

3301 User Revenue- Water

3303 User Revenue- Sewer (Cont'd)

The first rate increase, 25%, became effective January 1, 2012, with the final increase on January 1, 2015. The DPWC has notified its members that their FY 2016 budget includes a rate decrease of $0.10 per thousand gallons (thg) of usage.

In addition, equipment and infrastructure repairs/replacements come with a high price tag. In order to maintain the proper fund balance and keep the equipment and infrastructure up to date, a four year plan was adopted in FY 2015 that not only includes the decrease from DPWC, but a nominal 3% increase to cover increases in operations and capital expenditures. We have included a timeline progression of rates and the 4-year Rate Plan as adjusted for the current proposed increase in DPWC rates.

Timeline of rate progression:

FY1994–FY1998 - We were able to maintain an unchanged rate. During that timeframe, we received annual rebates from the DuPage Water Commission (DPWC) which helped maintain the rate.

FY 1999 - A 5-year rate plan was approved and implemented.

FY 2004 - The Board approved a 5-year Rate Plan that goes thru FY 2009.

FY 2006, 2007 and 2008 - The Board passed a $.20 per thousand gallon rate reduction each year for a total reduction of $.60. (Pass thru from DPWC)

FY 2009 - The Board approved a 5-year Rate Plan that goes thru FY 2013.

FY 2012 - The Board passed a $.20 per thousand gallon rate increase. (Pass thru from DPWC)

FY 2012 and 2013- The Board passed an additional $.43 and $.59 per thousand gallon rate increase, respectively, due to the increase from the City of Chicago. (Pass thru from DPWC)

FY 2013 - The Board passed a 4-year Rate Plan which includes future increases by the City of Chicago and for Village Water/Sewer Operations.

FY 2015 – The Board passed a 4-year Rate Plan which included the decrease in DPWC rates and increases for the Village.

Water & Sewer Rate Increases
Four Year Plan
(Rates per 1,000 gallons)

FISCAL YEAR	Effective Date	DPWC / Chicago Incr (Decr)	Village Operations Incr 5/1	Water Rate	Village Operations Incr 5/1	Sewer Rate Incr 5/1
FY 15	5/1/2014	-	0.29	7.48	0.23	5.88
	1/1/2015	0.71	-	8.19		5.88
FY 16	5/1/2015	-	0.33	8.52	0.24	6.12
	5/1/2015	(0.10)		8.42		6.12
FY 17	5/1/2016		0.25	8.67	0.18	6.30
FY 18	5/1/2017		0.26	8.93	0.19	6.49

Notes (Cont'd)

3301 User Revenue- Water
3303 User Revenue- Sewer (Cont'd)

The Village's Water and Sewer Fund capital expenses include storm water capital improvement projects, which are normally funded by municipalities using local property taxes. Water and Sanitary sewers handle the inflow and outflow of water and wastewater, whereas storm sewers handle rain water runoff. The Village has historically included storm sewer expenses in the Water and Sewer Fund.

3305 Penalty – Water
3306 Penalty – Sewer

This is a penalty assessed on unpaid accounts after the due date, which is 21 days after the bill is issued.

3312 Water Meter Revenue

Charges for new water meters and related radio read transmitters for new construction.

3315 Turn on Fees

Fees assessed to have service restored after shutoff for non-payment.

3325 Lab Fees

Charges for sampling and analysis of waste streams produced by various commercial and industrial users.

3327 Sewer Pollution Surcharge

An additional charge paid by various commercial and industrial users for high strength organic sewage discharge.

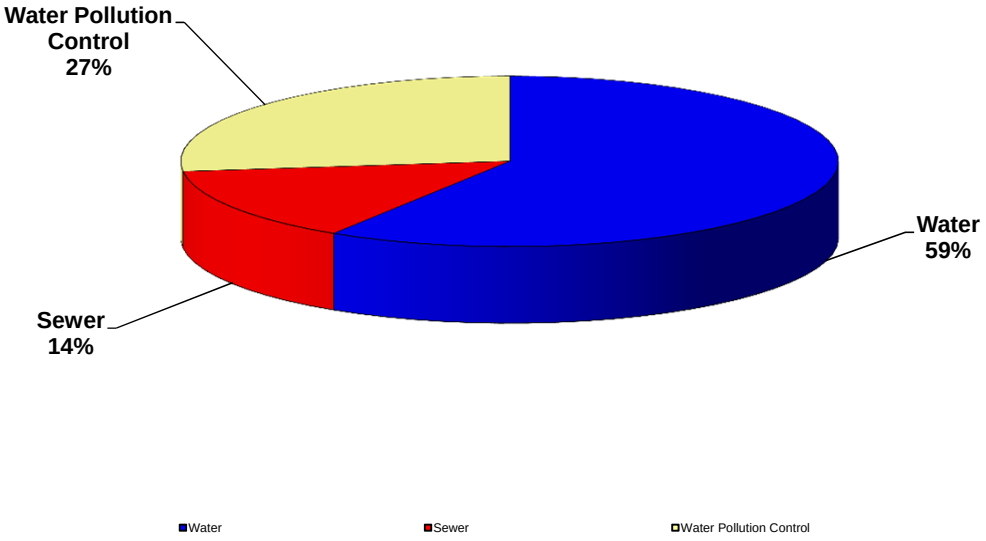
3867 IRMA Reimbursement

Reimbursement from the Intergovernmental Risk Management Association for insurance claims filed by the Village.

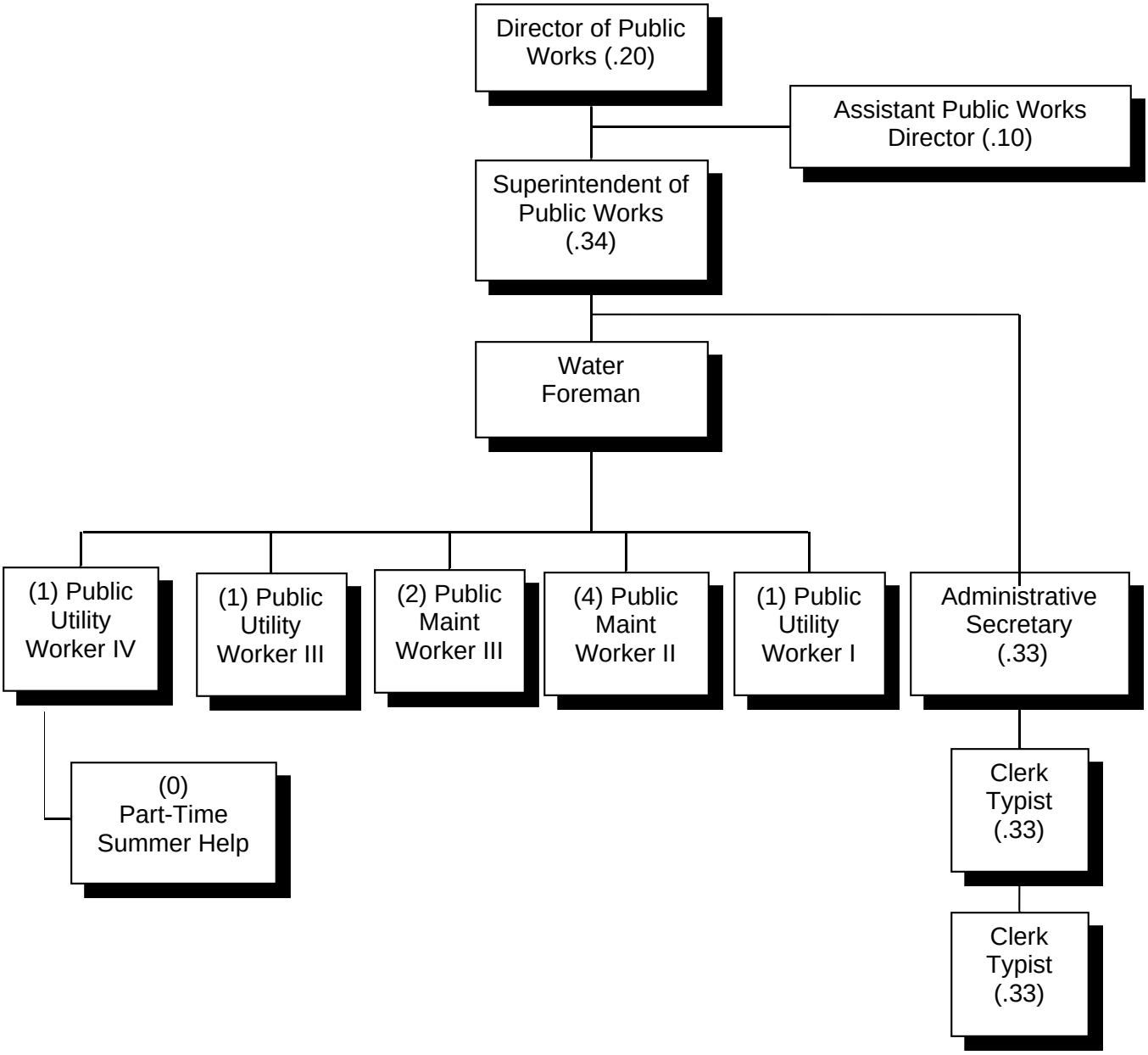
WATER AND SEWER FUND (50) EXPENSE SUMMARY

Budget

DEPT. NO.	WATER AND SEWER FUND	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
5010	WATER	7,419,262	8,315,885	8,223,300	8,253,602	**9,320,600**	9,562,300	10,172,900
5031	SEWER	1,863,213	2,004,937	2,131,600	1,992,502	**2,229,500**	2,179,000	2,309,900
5032	WATER POLLUTION CONTROL	4,084,899	5,362,119	9,456,300	10,386,963	**4,256,100**	4,295,400	4,379,800
	TOTAL EXPENSES	13,367,374	15,682,941	19,811,200	20,633,067	**15,806,200**	16,036,700	16,862,600
	TOTAL REVENUES	14,338,140	14,300,503	20,223,000	20,898,400	**15,593,200**	16,083,600	16,618,600
	WORKING CASH, BEGINNING	5,321,037	6,291,803		4,909,365	**5,174,698**	4,961,698	5,008,598
	SURPLUS (DEFICIT)	970,766	(1,382,438)	411,800	265,333	**(213,000)**	46,900	(244,000)
	UNRESTRICTED FUND BALANCE	6,291,803	4,909,365		5,174,698	**4,961,698**	5,008,598	4,764,598



Organization Structure



WATER

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Water Division is part of the Public Works Department. This department is under the direction of the Director of Public Works, Assistant Director of Public Works, Superintendent of Public Works and the Water Division Foreman. Additional staff includes one Utility Worker IV, one Utility Worker III, two Maintenance Worker III, four Maintenance Worker ll and one Utility Worker I. This budget provides funds for water billing staff under the Finance Department. This budget also provides partial funding for clerical and administrative staff.

Water Supply

Responsibilities include operations and maintenance of the potable water supply from six standby wells and five pressure adjusting stations for receiving Lake Michigan water and two booster pumping stations. Regulate all chemical feeding as required by the IEPA, assure monthly microbiology sampling, quarterly Trihalomethane samples, volatile organic samples and monthly lead and copper samples. Handle customer complaint calls and perform tests on customer water at the tap. Perform maintenance on pumps, motors, chemical feeding equipment, and water facilities, buildings, and grounds. Maintain 180 miles of water main, 2,350 hydrants, over 1,000 valves and 11,000 water services. Repair water main breaks and other underground water leaks. Maintain the backflow and cross connection program to decrease the number of water customers that need to come into compliance and annually test those that are in compliance.

Annual Water Quality Report

A Water Quality Report is prepared every April and will be mailed out to all customers in the Village. This is done to keep the community current on the quality of our drinking water. Addison receives all its water through the DuPage Water Commission (DWC) who receives it directly from the City of Chicago Jardine water filtration plant located near Navy Pier.

The Village of Addison Water Division samples and monitors the water from the entire water distribution system every month as mandated by the Safe Drinking Water Act (SDWA).

Water Metering

Responsibilities include installing, testing, and rebuilding water meters. Trouble-shoot meters on high bill complaints and leaky meters in homes. Organize large meter testing, which is performed by an outside firm and one Village staff. Perform water service turn offs for non-payment of bills and for plumbing repair work. Install the new Automatic Meter Reading (AMR) system devices.

Utility Locating

The Water Division is responsible to locate all Village utilities when requested thru J.U.L.I.E.; this means responding to as many as 2,500 locate requests per year.

Narrative (Cont'd)

FY 2015-16 Key Objectives

Vision 2: Our social and economic assets elevate community life.

1. Continue all water quality monitoring in accordance with the IEPA regulations with no violations that would require a public notification.

2. Continue to maintain wells in stand-by status, such that they could be immediately placed into service to cover any interruptions to the DuPage Water Commission water supply.

Vision 3: Our residential neighborhoods and housing meet a high standard of livability.

1. Work with engineers and contractors to provide the most cost-effective and least disruptive solution to several major projects. These projects are as follows:
    a. Expand use of utility atlases by including maintenance information through a new geographical information system.
    b. Replace water main on Iowa Avenue, from Armitage to Sidney.
    c. Replace and increase size of water main under I-290 to Oak Knoll.
    d. Contract out and oversee all parkway restorations for all Public Works Divisions.
    e. Purchase and have installed a 12 valve insertion on Lombard Road.
    f. Hydrant painting, ¼ of the town per year.
    g. Purchase a new portable GPS unit and aid in the expansion of our utility atlases.
    h. Upgrade our Itron collectors over the next two years. They receive the input from the water meters and send it to our collection system.
    i. Refurbish well #8 this budget year and well #11 in the 16/17 budget year.

Vision 6: We take pride in quality municipal service delivery.

1. Work with the Finance Department for a conversion of the touch-read meter reading system to the automatic meter reading system. Expected completion in the next two to three years.

2. Maintain the Village's unaccounted-for water consumption under 6% through meter accuracy, a leak detection program and quick response to water main and service line breaks.

WATER

Narrative (Cont'd)

Performance Measures

	FY 13-14 ACTUAL		FY 14-15 ESTIMATE		FY 15-16 PROJECTION	
Inputs						
Direct Expenditures	$8,315,885		$8,253,602		$9,320,600	
Number of Employees	11		10		10	
Outputs						
Water Flow (Sept 1-Aug 31):						
Total Pumpage (in Billions)/Unaccounted for Flow	1.171	(2.76%)	1.200	3%	1.200	2%
Average Day Demand (mgd)	3.22		3.23		3.20	
Outputs						
Main Breaks	119		90		95	
Valves Repaired/Exercised	7	129	20	200	20	400
Hydrants Repaired/Exercised	6	59	30	300	40	400
Water Service Repairs	22		30		30	
Fire Pump Tests	34		45		45	
Water Sampling	571		575		580	
Effectiveness						
% of Main Break service leaks fixed in a timely manner	100%		100%		100%	
% of hydrants flushed and repaired per year prior to fail, if needed	100%		100%		100%	
% of valves exercised and repaired per year prior to fail, if needed	100%		100%		100%	
Water samples taken per IEPA requirement	100%		100%		100%	
Efficiency						
Water sampling completed to ensure quality of water provided to customers	100%		100%		100%	

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Mayor/Liquor Comm.	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	0.10	0.10	0.10
Asst. Village Manager/Dir. of Community Development	0.10	0.10	0.10	0.10	0.10
Asst. Director of Community Dev.	0.10	0.10	0.10	0.10	0.10
Director Human Res./Risk Mgmt.	0.10	0.10	0.10	0.10	0.10
Finance Director	0.15	0.15	0.15	0.15	0.15
Purchasing Agent	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - A&A	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - O&B	0.15	0.15	0.15	0.15	0.15
Civil Engineer II	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Secretary	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Public Works	0.34	0.34	0.34	0.34	0.34
Assistant Public Works Director	0.10	0.10	0.10	0.10	0.10
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.33	0.33	0.33	0.33	0.33
Principal Account Clerk (4)	1.01	1.01	1.01	1.01	1.01
Clerk Typist (2)	0.66	0.66	0.66	0.66	0.66
Public Utility Worker IV	1.00	1.00	1.00	1.00	1.00
Public Utility Worker III	1.00	1.00	1.00	1.00	1.00
Public Maintenance Worker III (2)	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker II (4)	4.00	4.00	4.00	4.00	4.00
Public Utility Worker I	1.00	1.00	1.00	1.00	1.00
Part-Time Water Meter Reader	0.33	0.33	0.33	0.33	0.33
Part-Time Principal Account Clerk	0.10	0.10	0.10	0.10	0.10
Part-Time Clerk Typist	0.25	0.25	0.25	0.25	0.25
Total Budgeted:	15.42	15.42	15.42	15.42	15.42
Authorized & Unbudgeted:					
*Administrative Secretary	0.10				
*Clerk Typist	0.10				
*Public Maintenance Worker I	1.00				
*Public Utility Worker III	1.00				
*Seasonal/Part-Time	4.00				
*Part-Time Water Meter Reader	0.33				
Subtotal:	*6.53*				
Total Authorized:	21.95				

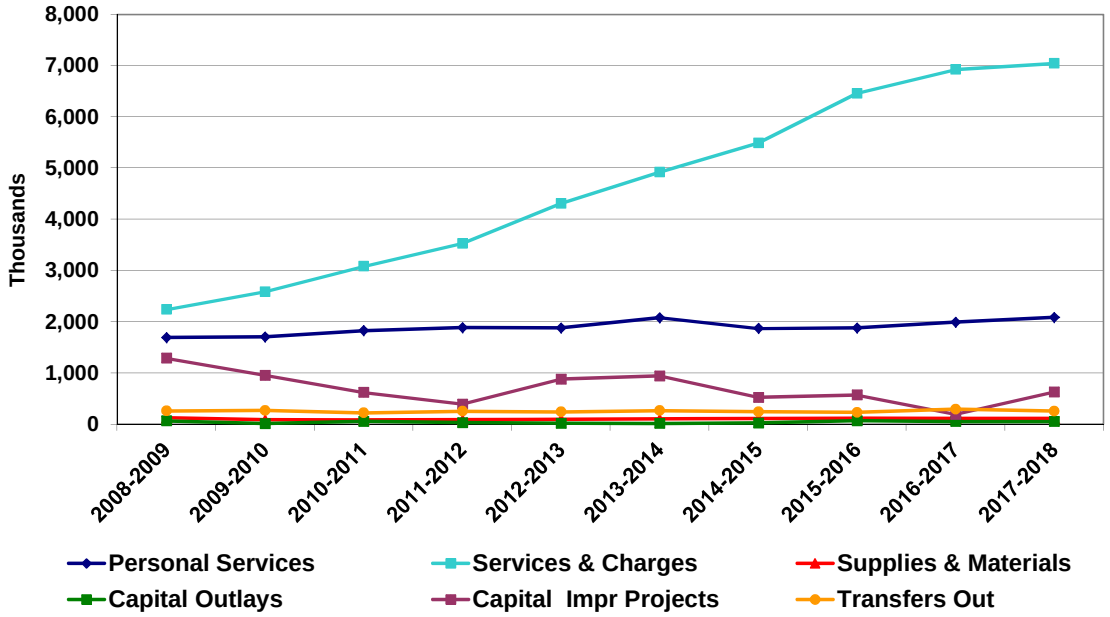
Note: Page 31 summarizes Employee Allocation Between Departments

In 2010 & 2011, the Village offered a Voluntary Incentive Separation plan to avoid layoffs. Starting in FY 2010 due to declining revenues, the Village has not hired seasonal help. *These positions will remain unbudgeted until funding is available.

WATER

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	1,868,700	**1,878,400**	1,992,000	2,083,200
Services & Charges	5,486,961	**6,458,400**	6,921,400	7,041,100
Supplies & Materials	110,900	**115,100**	111,700	111,700
Capital Outlays	22,300	**68,200**	51,600	52,200
Capital Improvement Projects	524,539	**570,000**	193,700	630,800
Transfers Out	240,202	**230,500**	291,900	253,900
Total	8,253,602	**9,320,600**	9,562,300	10,172,900



Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
5010		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	299,152	330,593	321,900	314,100	**296,600**	309,100	322,100
4002		WAGES CLERICAL	141,684	126,596	128,100	159,000	**136,500**	146,500	152,400
4003		WAGES OPERATIONAL	729,404	767,316	682,400	706,400	**730,900**	754,600	778,800
4004		OVERTIME	99,499	115,753	90,000	70,000	**90,000**	90,000	90,000
4005		HOLIDAY PAY	0	0	0	0	**400**	400	400
4006		OTHER PAY	6,374	11,124	7,200	7,200	**9,000**	9,000	9,000
4007		PART TIME	17,710	15,392	23,800	8,000	**21,300**	22,100	22,800
4009		IMRF	167,296	187,778	166,200	170,600	**150,000**	168,300	173,800
4010		SOCIAL SECURITY	99,177	105,073	96,000	96,000	**92,200**	103,400	106,600
4012		HOSPITALIZATION	290,048	389,010	317,000	305,800	**320,500**	357,600	396,300
4017		ELECTED OFFICIALS	6,033	6,451	6,000	6,000	**6,000**	6,000	6,000
4020		SICK PAY	21,366	19,778	25,000	25,600	**25,000**	25,000	25,000
4022		LIFE INSURANCE	2,096	1,240	0	0	**0**	0	0
4030		OPEB EXPENSE	(3,215)	2,431	0	0	**0**	0	0
		SUBTOTAL	1,876,624	2,078,535	1,863,600	1,868,700	**1,878,400**	1,992,000	2,083,200
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	4,325	6,061	6,400	6,400	**6,600**	6,800	7,000
4105	(1)	PROF SVCS.-DATA PROCESS.	27,082	29,525	42,100	42,100	**42,100**	44,000	42,400
4107	(2)	PROF SVCS.-MEDICAL	1,262	1,039	2,000	300	**2,000**	2,000	2,000
4110	(3)	TECH. & CONSULT. SVCS.	34,191	29,309	46,000	46,000	**46,000**	46,000	46,000
4115		COMMUNICATIONS-TELEPHONE	14,931	20,680	12,800	18,200	**13,900**	13,900	13,900
4116		COMMUNICATIONS-PORT DEV	0	200	800	600	**800**	800	800
4117	(4)	COMMUNICATIONS-POSTAGE	31,151	31,421	27,800	31,261	**27,800**	27,800	27,800
4118		COPY/REPRODUCTION	490	386	900	600	**900**	900	900
4159		IRMA INS. - WATER	180,992	124,938	113,800	132,600	**132,600**	132,600	132,600
4160	(5)	PRINTING	5,658	4,223	15,800	10,000	**9,800**	9,800	9,800
4161		PUBLICATION OF NOTICES	708	400	1,300	1,000	**1,300**	1,300	1,300
4163	(6)	CONFERENCES	4,782	1,344	4,100	4,100	**4,100**	4,100	4,100
4164	(7)	TRAINING	552	806	2,000	2,000	**2,800**	2,800	2,800
4170		PUBLIC UTIL.- GAS/HEAT	5,574	7,474	7,000	6,500	**7,000**	7,000	7,000
4175		PUBLIC UTIL.- ELEC. EQUIP.	67,064	58,878	60,000	50,000	**60,000**	60,000	60,000
4176		PUBLIC UTIL.- SOLID WASTE	18,260	30,240	18,500	18,500	**18,500**	18,500	18,500
4177		DUPAGE WATER COMM. FEES	3,851,669	4,519,217	5,255,300	4,993,100	**5,873,200**	6,367,100	6,558,200
4180	(8)	REPAIRS & MAINTENANCE	41,977	34,555	104,400	104,400	**187,400**	154,400	84,400
4190		RENTAL EQUIPMENT	0	0	1,300	0	**1,300**	1,300	1,300
4192		DUES & SUBSCRIPTIONS	1,884	2,094	2,300	2,300	**2,300**	2,300	2,300
4195		BANK CHARGES	15,885	15,668	17,000	16,000	**17,000**	17,000	17,000
4199	(9)	OTHER SERVICES & CHARGES	200	556	1,000	1,000	**1,000**	1,000	1,000
		SUBTOTAL	4,308,637	4,919,014	5,742,600	5,486,961	**6,458,400**	6,921,400	7,041,100
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,078	1,001	1,300	1,300	**1,300**	1,300	1,300
4202		CLEANING SUPPLIES	0	0	800	800	**800**	800	800
4203	(10)	CLOTHING SUPPLIES	7,587	6,921	7,500	7,500	**7,500**	7,500	7,500
4204		MOTOR FUEL & LUBRICANTS	0	0	500	500	**500**	500	500
4205		CHEMICALS	3,478	2,896	3,500	3,700	**4,500**	4,500	4,500

WATER

Budget (Cont'd)

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
5010		**EXPENSES (CONT'D)**							
			SUPPLIES & MATERIALS (CONT'D)						
4207	(11)	PUB. GRNDS. MATL/SUPPLIES	34,281	40,040	37,100	37,100	**37,100**	37,100	37,100
4211		WATER METERS/HYDRANTS	8,671	5,200	8,500	8,500	**8,500**	8,500	8,500
4290		EMERGENCY OPERATIONS	410	0	0	0	**0**	0	0
4299	(12)	OTHER OPERATING SUPPLIES	39,046	44,071	51,500	51,500	**54,900**	51,500	51,500
		SUBTOTAL	94,551	100,129	110,700	110,900	**115,100**	111,700	111,700
			CAPITAL OUTLAYS						
4304	(13)	EQUIPMENT	9,375	5,710	0	0	**36,500**	19,900	20,500
4305		WATER METERS	9,760	7,163	0	22,300	**31,700**	31,700	31,700
		SUBTOTAL	19,135	12,873	0	22,300	**68,200**	51,600	52,200
			CAPITAL IMPROVEMENT PROJECTS						
4414		ADDISON ROAD RESURFACE	0	47,186	0	0	**0**	0	0
4425		GRACE STREET RESURFACE	0	444,210	0	0	**0**	0	0
4426		RTE 53 - ARMY - LAKE	249,469	0	0	0	**0**	0	510,800
4503	(14)	WATERMAIN REPLACEMENT	391,656	0	0	0	**0**	0	0
4503		LINCOLN AVE	0	0	245,000	106,753	**0**	0	0
4503		IOWA AVE	0	0	0	0	**450,000**	0	0
4503		I-290	0	0	0	0	**0**	0	0
4506		SCADA SYSTEM UPGRADE	65,115	626	0	0	**0**	0	0
4509		WATER TOWER WORK/PAINT	0	249,148	0	193,586	**0**	0	0
4513		FULLERTON BOOSTER STATION	0	0	0	0	**0**	73,700	0
4514		CONTROL PANELS	0	0	25,000	24,500	**0**	0	0
4519		AUTOMATIC METER READ	174,429	23	0	199,700	**120,000**	120,000	120,000
4525		FULLERTON AVE WATERMAIN	0	200,000	0	0	**0**	0	0
		SUBTOTAL	880,669	941,193	270,000	524,539	**570,000**	193,700	630,800
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	121,253	151,201	141,600	141,601	**130,300**	141,300	144,400
4962		TRANSFER TO IT	36,793	40,140	39,000	42,800	**36,400**	39,800	41,100
4964		TRANSFER TO ERF	81,600	72,800	55,800	55,801	**63,800**	110,800	68,400
		SUBTOTAL	239,646	264,141	236,400	240,202	**230,500**	291,900	253,900
		TOTAL FOR DEPARTMENT	7,419,262	8,315,885	8,223,300	8,253,602	**9,320,600**	9,562,300	10,172,900

Notes

4105 (1) PROF SERV DATA PROCESSING				**42,100**
	10,000	GIS PROGRAMMING	5,500	ITRON HOSTING FEE
	17,600	CCU MAINTENANCE AGREEMENT	9,000	SCADA AND WATER MODELING MAINT
4107 (2) PROF SERV MEDICAL				**2,000**
	800	OSHA COMPLIANCE TESTING	1,200	PRESCRPTN SAFETY GLASSES (4@$300)
4110 (3) TECH & CONSULT SERVICES				**46,000**
	26,500	EPA MONTHLY WATER SAMPLES	10,500	SPOIL PILE SAMPLING
	9,000	BILL PRINTING SERVICE		
4117 (4) COMMUNICATIONS-POSTAGE				**27,800**
	24,000	GENERAL POSTAGE	3,800	CONSUMER CONFIDENCE REPORT
4160 (5) PRINTING				**9,800**
	6,300	FLUSHING NOTICES, BOIL ORDERS, STATIONARY, BUSINESS CARDS, METER TAGS & CARDS		
	3,500	CONSUMER CONFIDENCE REPORT		
4163 (6) CONFERENCES				**4,100**
	1,500	VILLAGE CLERK - IIMC	1,500	STATE IAWWA FOR 4 MEN
	500	VILAGE CLERK - MCI	600	LOCAL MCWWA MONTHLY MEETING-4 MEMBERS
4164 (7) TRAINING				**2,800**
	2,800	OPERATOR TRNG COURSES/CERT COURSES, IEPA, APWA TRNG COURSES, MECHANICAL & ELECTRICAL MAINTENANCE		
4180 (8) REPAIRS & MAINTENANCE				**187,400**
	2,500	RPRS TO CHEM FEED PUMPS & CHLORINATORS	3,000	SERVICE CONTRACT FOR SECURITY SYS
	2,300	RUN MEGS & AMPS AT BOOSTER & WELLS	2,000	PUMP MAINTENANCE AT BOOSTER
	2,800	ANNUAL WELL INSPECTION	30,000	HYDRANT PAINTING
	5,000	OPERATION EQUIPMENT, LOCATORS	8,000	12" EZ2 VALVE INSERTION
	50,000	MAINTENANCE WELL 8	45,000	PARKWAY RESTORATION
	15,000	OTHER REPAIRS	2,800	INFRARED INSPCTN - BOOSTER & WELLS
	2,500	CATHODIC PROTECTION	2,000	PAS MAINTENANCE
	11,000	GROUNDS MAINTENANCE CONTRACT	3,500	GENERATOR LOAD BANK TEST
4199 (9) OTHER SERVICES & CHARGES				**1,000**
	1,000	CDL AND CERTIFICATES		
4203 (10) CLOTHING SUPPLIES				**7,500**
	1,375	WORK BOOTS (11)	600	T-SHIRTS
	425	RAIN GEAR	3,200	UNIFORMS (11)
	1,100	WINTER OUTERWEAR (11)	500	FIREMAN HIP BOOTS
	300	GLOVES & HATS		
4207 (11) PUBLIC GRND/MAT SUPPLIES				**37,100**
	37,100	CONCRETE, GRAVEL, SOD, SEED, TOPSOIL		
4299 (12) OTHER OPERATING SUPPLIES				**54,900**
	8,500	HARDWARE ACCT, REAGENTS, OXYGEN	18,000	REPLACEMENT VALVES
		PROPANE, ACETYLENE, T-BOLTS, BOLTS,	3,000	PRESSURE ADJUSTING STATION MAINT PARTS
		BLADES, FLASHLIGHTS, FIRST AID SUPPLIES,	1,100	BACK-UP PLC FOR PRES ADJ STN
		COUPLINGS, SHOVELS, TOOLS, DRILL BITS	8,000	WATER MAIN REPAIR SLEEVES
	6,500	VALVE & B-BOXES, COPPER, BRASS	1,000	BELL JOINT COUPLINGS
	1,500	STOCK SUPPLIES FOR BOOSTER STATION, ETC	3,500	WATER MAIN COUPLINGS
	1,500	HYDRANT PAINT	2,300	3" DISCHARGE TRASH PUMP REPLACEMENT
4304 (13) EQUIPMENT				**36,500**
	18,000	ITRON COLLECTOR REPLACEMENT	8,900	SUBMERSIBLE MIXER
	9,600	GPS REPLACEMENT		
4503 (14) WATERMAIN REPLACEMENT				**450,000**
	450,000	ANNUAL WATERMAIN REPLACEMENT		
		IOWA WATERMAIN		

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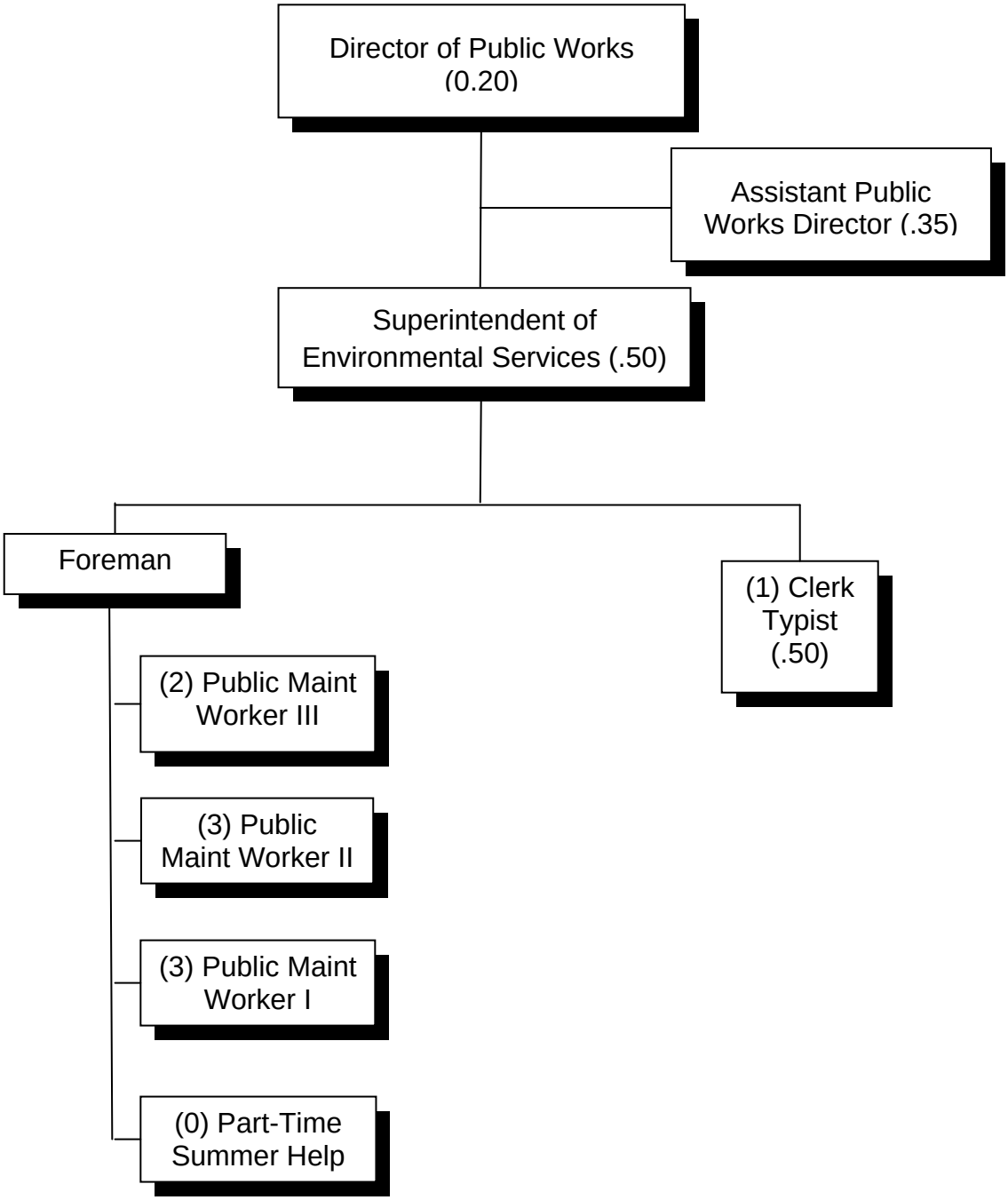
Organization Structure



SEWER

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Sewer Division of Environmental Services functions under the direction of the Director of Public Works, Assistant Director of Public Works, Superintendent of Environmental Services, and Sewer Division Foreman. This division employs two Public Maintenance Worker III, three Public Maintenance Worker II, and two Public Maintenance Worker I. The division is responsible for the operation and maintenance of all sanitary and storm sewer collection and conveyance systems and related pumping facilities within the corporate limits. The division also assists the Engineering Division with mitigation of Inflow & Infiltration (I&I) and rear yard drainage. The sewer budget also provides partial funding for clerical and administrative staff.

Sanitary Sewer System

Within its boundaries the Village has over 120 miles of sanitary sewers of various sizes to include 2,500 manhole structures. The design of the system also mandates that eleven lift stations be employed to elevate the wastes due to topography differences.

Storm Sewer System

Within its boundaries the Village also has 73 miles of storm sewers of various sizes. On this system there are 1,400 manholes and over 2,200 inlets of numerous types and sizes. As all storm conveyance systems discharge to an open waterway of some type the division also maintains three storm water pumping stations and one dam and pump station.

FY 2015-2016 Key Objectives

Vision 3: Our residential neighborhoods and housing meet a high standard of livability.

1. Continue construction of six (6) new sanitary lift stations through the master plan utilizing the IEPA revolving loan, construction/redevelopment program.

2. Continue with the advancement of our annual high velocity flushing, vacuuming, and rodding and root cutting programs within the conveyance systems.

3. Continue the ongoing program for the inspection and rebuild of the large storm water pumps at Westwood Pump and Dam Station and Diversey Avenue Pump Station.

4. Continue to provide professional service to Village residents at all times when dealing with any sewer related issues.

5. Utilize new technology to improve performance and efficiency through the automation of the service request system, implementation of a mobile app for service requests, and use of GPS and GIS digital utility mapping.

Narrative (Cont'd)

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$2,004,937	$1,992,502	$2,229,500
Number of Employees	6	7	7
Outputs			
Lateral Excavations	41	40	40
Lateral Roddings/Televisings	830	1,300	1,400
Lineal ft. of Storm Sewer Cleaned	71,855	40,000	40,000
Lineal ft. of Combined Sewer Cleaned	41,500	41,500	41,500
Lineal ft. of Sanitary Sewer Cleaned	176,451	240,000	400,000
Storm Inlets Cleaned	500	500	500
Combined Storm Inlets Cleaned	160	160	160
Curb Inlets Repaired	43	65	50
Lineal ft. of new storm sewers installed in-house	500	200	350
Number of new storm structures installed in-house	12	15	10
Efficiency			
Service Requests			
Number of Requests	530	474	500

SEWER

Personnel Summary

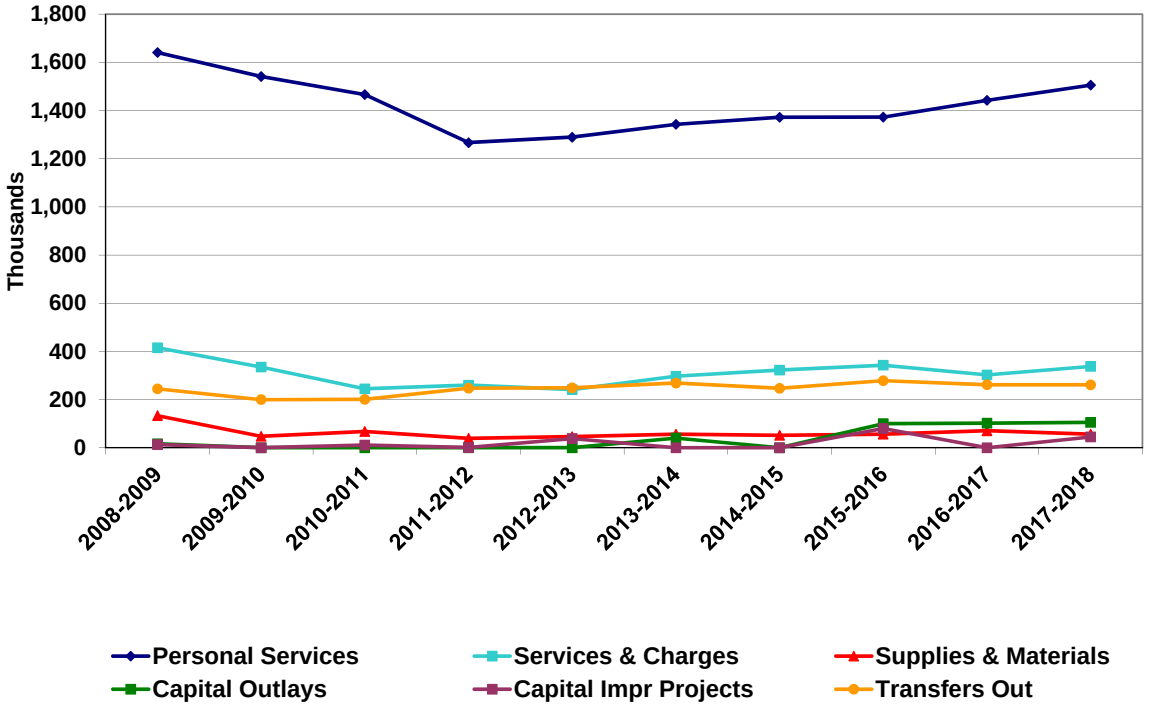
Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Mayor/Liquor Comm.	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	0.10	0.10	0.10
Asst. Village Manager/Dir. of Comm. Dev	0.10	0.10	0.10	0.10	0.10
Assistant Director of Community Dev.	0.10	0.10	0.10	0.10	0.10
Director Human Resources/Risk Mgmt.	0.10	0.10	0.10	0.10	0.10
Finance Director	0.15	0.15	0.15	0.15	0.15
Purchasing Agent	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - A&A	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - O&B	0.15	0.15	0.15	0.15	0.15
Civil Engineer II	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Secretary	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Environmental Services	0.50	0.50	0.50	0.50	0.50
Assistant Public Works Director	0.35	0.35	0.35	0.35	0.35
Foreman	1.00	1.00	1.00	1.00	1.00
Principal Account Clerk (4)	1.03	1.03	1.03	1.03	1.03
Clerk Typist	0.50	0.50	0.50	0.50	0.50
Public Maintenance Worker III (2)	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker II (3)	3.00	3.00	3.00	3.00	3.00
Public Maintenance Worker I	2.00	2.00	2.00	2.00	2.00
Part-Time Water Meter Reader (1)	0.33	0.33	0.33	0.33	0.33
Part-Time Principal Account Clerk	0.10	0.10	0.10	0.10	0.10
Part-Time Clerk Typist	0.25	0.25	0.25	0.25	0.25
Total Budgeted:	13.36	13.36	13.36	13.36	13.36
Authorized & Unbudgeted:					
*Administrative Secretary (2)	0.60				
*Clerk Typist	0.10				
*Environmental Compliance Coordinator	1.00				
*I & I Inspector	1.00				
*Public Maintenance Worker I	1.00				
*Part-Time Water Meter Reader	0.33				
*Seasonal/Part-Time	3.00				
Subtotal:	7.03				
Total Authorized:	20.39				

Note: Page 31 summarizes Employee Allocation Between Departments

In 2010 & 2011, the Village offered a Voluntary Incentive Separation plan to avoid layoffs. Starting in FY 2010 due to declining revenues, the Village has not hired seasonal help. Some vacant positions are due to attrition. *These positions will remain unbudgeted until funding is available.

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	1,371,800	**1,372,600**	1,442,300	1,505,200
Services & Charges	322,500	**342,600**	302,700	337,800
Supplies & Materials	51,500	**55,900**	70,400	55,900
Capital Outlays	0	**100,000**	102,000	105,000
Capital Improvement Projects	0	**80,000**	0	45,000
Transfers Out	246,702	**278,400**	261,600	261,000
Total	1,992,502	**2,229,500**	2,179,000	2,309,900



SEWER

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
5031		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	327,935	362,990	384,900	327,000	**320,800**	331,500	342,500
4002		WAGES CLERICAL	120,921	98,328	145,100	128,000	**151,500**	162,900	168,000
4003		WAGES OPERATIONAL	369,156	382,975	395,700	425,000	**383,700**	394,900	406,500
4004		OVERTIME	35,898	24,860	35,000	35,000	**35,000**	35,000	35,000
4006		OTHER PAY	5,269	6,755	12,900	10,000	**12,900**	12,900	12,900
4007		PART TIME	17,687	15,370	22,300	22,300	**19,800**	20,300	20,800
4009		IMRF	114,767	125,235	133,100	125,000	**116,100**	121,100	124,700
4010		SOCIAL SECURITY	67,823	69,779	77,100	71,000	**71,400**	74,000	76,100
4012		HOSPITALIZATION	210,545	236,259	243,900	206,500	**239,400**	267,700	296,700
4017		ELECTED OFFICIALS	6,033	6,451	6,000	6,000	**6,000**	6,000	6,000
4020		SICK PAY	14,913	11,391	16,000	16,000	**16,000**	16,000	16,000
4022		LIFE INSURANCE	624	368	0	0	**0**	0	0
4030		OPEB EXPENSE	(2,538)	1,919	0	0	**0**	0	0
		SUBTOTAL	1,289,033	1,342,680	1,472,000	1,371,800	**1,372,600**	1,442,300	1,505,200
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,121	1,564	1,700	1,700	**1,700**	1,800	1,900
4107	(1)	PROF SVCS.-MEDICAL	478	652	500	800	**500**	500	500
4110		TECH. & CONSULT. SVCS.	0	0	0	0	**0**	0	35,000
4115	(2)	COMMUNICATIONS-TELEPHONE	20,101	31,887	19,700	29,600	**19,700**	19,700	19,700
4116		COMMUNICATIONS-PORT DEV	836	101	300	100	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	15	61	500	0	**500**	500	500
4118		COPY/REPRODUCTION	307	125	400	300	**400**	400	400
4159		IRMA INS. - SEWER	45,522	35,838	30,400	38,300	**38,300**	38,300	38,300
4160		PRINTING	0	791	1,800	1,000	**1,800**	1,800	1,800
4161		PUBLICATION OF NOTICES	134	258	800	300	**800**	800	800
4164		TRAINING	51	60	0	0	**1,500**	1,500	1,500
4170		PUBLIC UTIL. - GAS HEAT	3,835	4,930	3,500	3,000	**3,500**	3,500	3,500
4171		PUBLIC UTIL. - GAS LIGHT	0	217	0	0	**0**	0	0
4172		PUBLIC UTIL. - GAS EQUIP.	4,682	10,588	5,300	5,300	**5,300**	5,300	5,300
4175	(3)	PUBLIC UTIL. - ELEC. EQUIP.	47,938	55,995	50,000	52,000	**50,000**	50,000	50,000
4176		PUBLIC UTIL. - SOLID WASTE	10,365	4,965	11,000	11,000	**15,000**	15,000	15,000
4180	(4)	REPAIRS & MAINTENANCE	102,567	138,719	172,000	172,000	**196,500**	156,500	156,500
4190	(5)	RENTAL EQUIPMENT	3,000	2,420	6,600	6,600	**6,600**	6,600	6,600
4199		OTHER SERVICES & CHARGES	294	7,877	500	500	**500**	500	500
		SUBTOTAL	241,246	297,048	305,000	322,500	**342,600**	302,700	337,800
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	511	762	1,300	1,300	**1,300**	1,300	1,300
4202		CLEANING SUPPLIES	1,502	0	1,000	1,000	**1,000**	1,000	1,000
4203	(6)	CLOTHING SUPPLIES	3,359	3,110	3,400	3,400	**4,400**	4,400	4,400
4204	(7)	MOTOR FUEL & LUBRICANTS	0	3,166	4,400	2,600	**4,400**	4,400	4,400
4205		CHEMICALS	213	0	500	0	**500**	500	500
4207		PUB. GRNDS.- MATL/SUPPLIES	0	0	500	0	**500**	500	500
4208		BUILDING - MATL/SUPPLIES	0	0	600	0	**600**	600	600
4290		EMERGENCY OPERATIONS	200	0	0	0	**0**	0	0
4299	(8)	OTHER OPERATING SUPPLIES	40,397	49,152	43,200	43,200	**43,200**	57,700	43,200
		SUBTOTAL	46,182	56,190	54,900	51,500	**55,900**	70,400	55,900

Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
5031	**EXPENDITURES (CONT'D)**							
		CAPITAL OUTLAYS						
4304	(9) EQUIPMENT	0	40,292	0	0	**100,000**	102,000	105,000
	SUBTOTAL	0	40,292	0	0	**100,000**	102,000	105,000
		CAPITAL IMPROVEMENT PROJECTS						
4497	POND IMPROVEMENT	0	0	55,000	0	**0**	0	0
4543	SEWER EXTENSIONS	0	0	0	0	**0**	0	0
	HARVARD	0	0	0	0	**35,000**	0	0
4551	REBUILD MOTORS/PUMPS/DAPS	0	0	0	0	**45,000**	0	45,000
4533	REPLACE STORM SEWER	38,000	0	0	0	**0**	0	0
	SUBTOTAL	38,000	0	55,000	0	**80,000**	0	45,000
		TRANSFERS OUT						
4961	TRANSFER TO FLEET SERVICES	94,902	114,823	130,700	130,701	**120,200**	130,500	133,300
4962	TRANSFER TO IT	20,050	21,904	21,300	23,300	**19,800**	21,700	22,400
4964	TRANSFER TO ERF	133,800	132,000	92,700	92,701	**138,400**	109,400	105,300
	SUBTOTAL	248,752	268,727	244,700	246,702	**278,400**	261,600	261,000
	TOTAL FOR DEPARTMENT	1,863,213	2,004,937	2,131,600	1,992,502	**2,229,500**	2,179,000	2,309,900

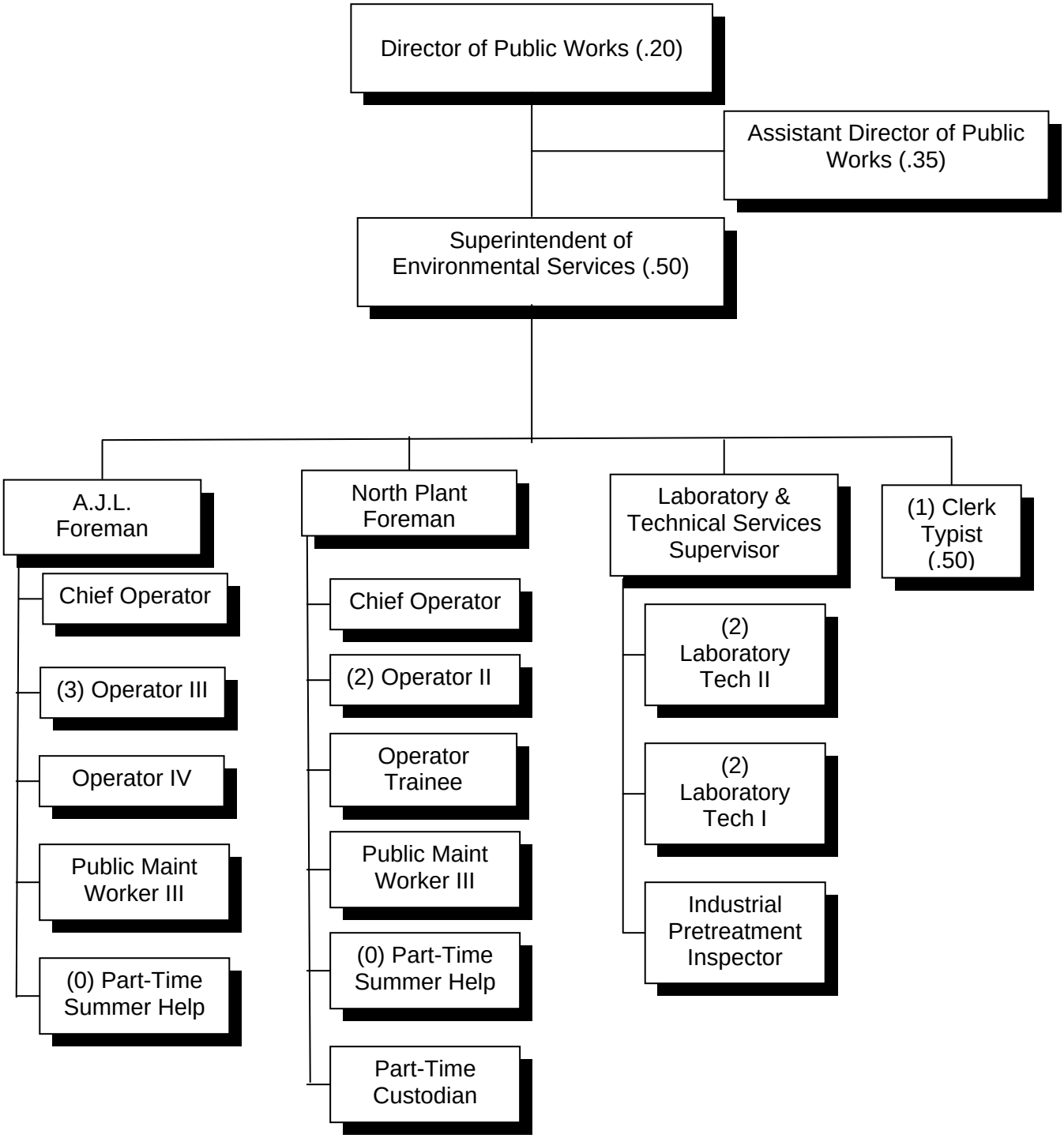
SEWER

Notes

4107	**(1)**	**PROF SERV MEDICAL**			**500**
		500	DRUG/ALCOHOL TESTING - CDL TESTING		
4115	**(2)**	**COMMUNICATIONS-TELEPHONE**			**19,700**
		18,700	MONTHLY PHONE SERVICE	1,000	CELLULAR PHONE SERVICE
4175	**(3)**	**PUBLIC UTIL. - ELEC. EQUIP.**			**50,000**
		34,500	GENERAL UTILITY ELECTRIC	15,500	ELECTRIC UTILITY FOR POND AERATORS
4180	**(4)**	**REPAIRS & MAINTENANCE**			**196,500**
		77,000	GROUND MAINTENANCE CONTRACT	30,000	ANNUAL LARGE DIAM SWR TELEVISING
		4,000	REPAIR ELECTRICAL MOTORS	5,300	REPAIR TO WELDERS, SAWS, PUMPS,
		11,200	PREVENTIVE MAINT. PUMPING EQUIPMENT		GENERATORS OR COMPOSITORS
		40,000	WET WELL REHAB OPUS/WESTRIDGE	24,000	WESTWOOD PUMP & DAMN REBUILD
				5,000	RESTORE PARKWAYS
4190	**(5)**	**RENTAL EQUIPMENT**			**6,600**
		6,600	HYDRO-CRANE FOR PUMP REMOVAL		
4203	**(6)**	**CLOTHING SUPPLIES**			**4,400**
		2,500	UNIFORM RENTAL - 7	700	WINTER OUTERWEAR
		900	SAFETY SHOES -7 PR	300	SUMMER TEE SHIRTS/GLOVES
4204	**(7)**	**MOTOR FUEL & LUBRICANTS**			**4,400**
		1,900	SETS & PUMPS	2,500	DAPS ENGINES
4299	**(8)**	**OTHER OPERATING SUPPLIES**			**43,200**
		3,400	VACTOR HOSE/COUPLINGS/RAILS	7,000	SEWER PIPE-COUPLINGS, BUSHINGS
		3,500	OTHER OPERATING SUPPLIES AS REQ.	7,000	MANHOLE FRAMES, LIDS, CATCHBASINS
		1,100	REPLACE SHORING TIMBERS AS REQ.	6,000	GRANULAR TRENCH BACKFILL
		1,700	TOOLS, RAKES, BROOMS, SHOVELS	3,500	REPLACEMENT PARTS FOR LIFT STATIONS
		2,500	CEMENT & MORTAR MIX	2,900	MISC HARDWARE
		4,600	LATERAL SEWER REPAIR		
4304	**(9)**	**EQUIPMENT**			**100,000**
		50,000	SCADA ALARM INSTALLATION	50,000	NEW LIFT STATION GENERATORS

WATER POLLUTION CONTROL

Organization Structure



WATER POLLUTION CONTROL

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

Environmental Services Division

This department is under the direction of the Director of Public Works, Assistant Director of Public Works, Superintendent of Environmental Services and the various Division Foremen. Environmental Services is a multi-faceted division of Public Works consisting of the Water Pollution Control Division and the Sewer Division. These divisions are specifically designed to deal with the responsibilities of storm water collection and conveyance, wastewater collection and conveyance, advanced wastewater treatment, bio-solids treatment and disposal, solid waste collection and disposal and Addison's recycling program. In addition, Environmental Services investigates and mitigates air, noise and land pollution issues, along with the many other miscellaneous environmental services and issues that occur. This budget also provides partial funding for clerical and administrative staff.

Water Pollution Control Division

The Water Pollution Control Division is responsible for the treatment of over 2 billion gallons of municipal wastewater annually, exceeding the levels set forth in the Federal NPDES Permits. There are two wastewater treatment facilities which function under the direction as described above.

The North Facility is a 5.3 MGD Secondary, Activated Sludge Plant with nitrification process and storm water pumping/treatment capabilities located on Addison Road at the I-290 overpass. The facility is staffed by five IEPA licensed wastewater operators and one public maintenance worker II.

The A.J. LaRocca Facility is a 3.2 MGD Secondary, Activated Sludge Plant with nitrification process and combined sewer overflow pumping/treatment capabilities located on Villa Avenue just north of Fullerton Avenue. This plant is staffed by four IEPA licensed wastewater operators and one public maintenance worker III.

The two facilities, utilizing various screening, settling, biological, and filtering techniques separate the organic and inorganic solids found in the raw wastewater. The solids are removed and retained for processing of the organics before proper disposal, and the removal and disposal of inorganics. The clear liquid portion of the wastewater (effluent) is chlorinated and then de-chlorinated prior to discharge into Salt Creek.

Laboratory & Technical Services Division

The Laboratory and Technical Services Division is responsible for the testing of all Addison wastewater, storm water, and bio-solids. The laboratory facility is located at the North Facility and consists of one laboratory supervisor, two laboratory technician II and two lab technician I. This division is also assigned the task of tracking, sampling, reporting, monitoring, and environmental enforcement within the industrial community. The division is responsible for all National Pollutant Discharge Elimination System (NPDES) permit testing.

Narrative (Cont'd)

In addition, field staff investigates all instances of air, noise, and land pollution, and perform code enforcement activities for all environmental laws. This division also shares, along with the Engineering Division, the duties and responsibilities of the Municipal Separate Storm Sewer System (MS4) permit from Illinois EPA. The Federal Pretreatment Program mandates that all industrial dischargers be monitored for quantity and quality of generated wastes and pollutants.

FY 2015-16 Key Objectives

Vision 3: Our residential neighborhoods and housing meet a high standard of livability.

1. Continue air main replacement at the AJL Facility for the biological process in the aeration system.

2. Continue phase two of the "Master Plan" construction program, providing replacement Lift Station at the North Wastewater Facility.

3. Continue our involvement with the Salt Creek/DuPage River Watershed Group in an effort to acquire additional monitoring analysis from numerous sampling points along the watershed prior to "Total Maximum Daily Loading" implementation.

WATER POLLUTION CONTROL

Narrative (Cont'd)

Performance Measures

	FY 13-14 ACTUAL		FY 14-15 ESTIMATE		FY 15-16 PROJECTION	
Inputs						
Direct Expenditures	$5,362,119		$10,386,963		$4,256,100	
Number of Full Time Employees	19		19		19	
Billion Gallons Treated – AJL Facility	0.593		0.756		0.674	
Billion Gallons Treated – North Facility	1.263		1.395		1.329	
Total Gallons Treated – Billions	1.856		2.151		2.003	
Gallons Bio-solids Land Applied	0		0		0	
Cubic Yards of Bio-Solids Land Applied	5,130		5,650		5,695	
Cubic Yards of Bio-Solids to Landfill	180		0		0	
Total Laboratory Analysis Performed	32,480		33,000		33,000	
	AJL	NORTH	AJL	NORTH	AJL	NORTH
NPDES Discharge Violations	1	0	0	0	0	0
Days lost to Occupational Injury	0	0	0	0	0	0
Effectiveness						
Effluent BOD, mg/l, Limit =20	2.55		2.30		2.43	
Pounds of BOD Removed	2,258,135		2,606,532		2,432,333	
Effluent Suspended Solids mg/l Limit =25	4.5		6.1		5.3	
Pounds of Suspended Solids Removed	1,996,780		2,208,799		2,102,789	
Dissolved Oxygen mg/l Limit=> 6.0	8.93		8.24		8.59	
Avg. Ammonia Nitrogen as N mg/l Limit = 1.5 April thru Oct.	0.218		0.181		0.199	
Avg. Ammonia Nitrogen as N mg/l Limit = 4.0 Nov thru Feb	0.278		0.188		0.233	
Pounds of Ammonia as N Removed	323,067		272,586		297,827	
Natural Gas Consumption – Total Therms	92,121		87,052		89,586	
Electrical Consumption – Total KWH	5,155,067		5,166,686		5,160,876	
Efficiency						
Effluent BOD,% Removal	98%		98%		98%	
Effluent Suspended Solids,% Removal	96%		95%		95%	
Avg. Ammonia Nitrogen as N % Removal	99%		99%		99%	
Cost per Million Gallons Treated	$2,417		$4,396		$2,145	

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Authorized & Budgeted:					
Mayor/Liquor Comm.	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	0.10	0.10	0.10
Asst. Village Mgr/Dir. of Comm. Dev	0.10	0.10	0.10	0.10	0.10
Assistant Director of Community Dev.	0.10	0.10	0.10	0.10	0.10
Director Human Resources/Risk Mgmt.	0.10	0.10	0.10	0.10	0.10
Finance Director	0.15	0.15	0.15	0.15	0.15
Purchasing Agent	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - A&A	0.10	0.10	0.10	0.10	0.10
Assistant Finance Director - O&B	0.15	0.15	0.15	0.15	0.15
Civil Engineer II	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Secretary	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Environmental Services	0.50	0.50	0.50	0.50	0.50
Assistant Public Works Director	0.35	0.35	0.35	0.35	0.35
Foreman	2.00	2.00	2.00	2.00	2.00
Laboratory & Technical Services Supervisor	1.00	1.00	1.00	1.00	1.00
Laboratory Technician II	2.00	2.00	2.00	2.00	2.00
Laboratory Technician I	2.00	2.00	2.00	2.00	2.00
Principal Account Clerk (4)	1.01	1.01	1.01	1.01	1.01
Clerk Typist	0.50	0.50	0.50	0.50	0.50
WWTP Chief Operator	2.00	2.00	2.00	2.00	2.00
WWTP Operator Class 2	2.00	1.00	2.00	2.00	2.00
WWTP Operator Class 3	1.00	3.00	1.00	1.00	1.00
WWTP Operator Class 4	1.00	1.00	1.00	1.00	1.00
Public Maintenance Worker III	1.00	2.00	1.00	1.00	1.00
Part-Time Water Meter Reader	0.34	0.34	0.34	0.34	0.34
Part-Time Principal Acct Clerk	0.10	0.10	0.10	0.10	0.10
Part-Time Clerk Typist	0.25	0.25	0.25	0.25	0.25
Part-Time Custodian	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	20.35	22.35	20.35	20.35	20.35
Authorized & Unbudgeted:					
*Administrative Secretary (2)	0.60				
*Clerk Typist	0.10				
*Industrial Pretreatment Inspector	1.00				
*Public Maintenance Worker III	1.00				
*WWTP Operator Class 2	1.00				
*WWTP Operator Class 3	1.00				
*WWTP Operator Trainee	1.00				
*Part-Time Water Meter Reader	0.34				
*Seasonal/Part-Time	5.00				
Subtotal:	*11.04*				
Total Authorized:	31.39				

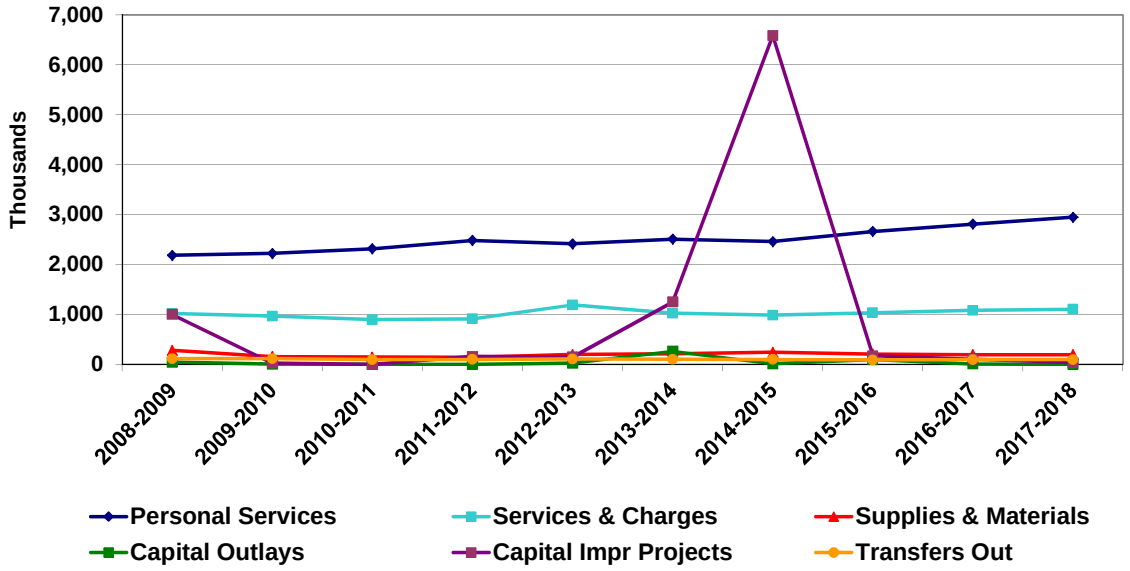
Note: Page 31 summarizes Employee Allocation Between Departments

In 2010 & 2011, the Village offered a Voluntary Incentive Separation plan to avoid layoffs. Starting in FY 2010 due to declining revenues, the Village has not hired seasonal help. *These positions will remain unbudgeted until funding is available.

WATER POLLUTION CONTROL

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	2,459,800	**2,662,100**	2,809,000	2,948,900
Services & Charges	987,300	**1,033,500**	1,083,700	1,104,400
Supplies & Materials	240,900	**206,400**	194,900	194,400
Capital Outlays	12,763	**94,500**	8,500	0
Capital Improvement Projects	6,588,800	**170,000**	104,700	35,000
Transfers Out	97,400	**89,600**	94,600	97,100
Total	10,386,963	**4,256,100**	4,295,400	4,379,800



The increase in Capital Improvement Projects in FY 08 and FY 09 is due to major repair/rebuild of the Clarifier at the treatment plant.

The increase in Capital Improvement Projects in FY 14 and FY 15 is due to infrastructure upgrades relative to a low interest IEPA loan.

WATER POLLUTION CONTROL

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
5032		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	415,574	510,958	573,700	481,000	**517,700**	539,600	560,600
4002		WAGES CLERICAL	144,317	101,067	145,100	130,600	**153,600**	165,200	170,600
4003		WAGES OPERATIONAL	1,023,694	1,042,059	930,700	1,014,000	**1,087,200**	1,134,300	1,183,600
4004		OVERTIME	29,359	23,209	29,000	29,000	**29,000**	31,000	31,000
4005		HOLIDAY PAY	0	86	0	0	**0**	0	0
4006		OTHER PAY	16,424	18,659	18,000	10,000	**20,000**	20,000	20,000
4007		PART TIME	33,802	32,350	39,000	27,000	**36,900**	37,800	38,700
4009		IMRF	211,988	237,244	234,100	230,000	**233,600**	244,200	253,800
4010		SOCIAL SECURITY	127,690	134,833	134,900	132,000	**142,800**	149,200	155,100
4012		HOSPITALIZATION	368,672	361,739	356,000	363,600	**397,300**	442,700	490,500
4017		ELECTED OFFICIALS	6,033	6,451	6,000	6,000	**6,000**	6,000	6,000
4020		SICK PAY	35,244	34,759	38,000	36,600	**38,000**	39,000	39,000
4022		LIFE INSURANCE	3,100	1,820	0	0	**0**	0	0
4030		OPEB EXPENSE	(2,708)	2,046	0	0	**0**	0	0
		SUBTOTAL	2,413,189	2,507,280	2,504,500	2,459,800	**2,662,100**	2,809,000	2,948,900
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,922	2,542	2,700	2,700	**2,800**	2,900	3,000
4105	(1)	PROF SVCS-DATA PROCESSING	0	4,190	4,100	4,100	**5,600**	5,600	5,600
4107	(2)	PROF SVCS.-MEDICAL	1,283	1,081	1,200	500	**1,200**	1,200	1,200
4110	(3)	TECH. & CONSULT. SVCS.	404,537	23,759	78,900	78,900	**81,800**	113,800	163,800
4115	(4)	COMMUNICATIONS-TELEPHONE	17,882	32,173	19,500	37,400	**19,500**	19,500	19,500
4116		COMMUNICATIONS-PORT DEV	(220)	79	1,200	500	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	555	514	1,000	1,000	**1,000**	1,000	1,000
4118		COPY/REPRODUCTION	733	573	1,000	1,000	**1,000**	1,000	1,000
4120		PUBLIC RELATIONS	0	196	0	0	**0**	0	0
4159		IRMA INSURANCE	95,408	171,177	155,600	139,700	**139,700**	139,700	139,700
4160	(5)	PRINTING	325	760	2,700	2,700	**1,500**	1,500	1,500
4161		PUBLICATION OF NOTICES	1,275	681	1,000	1,000	**1,000**	1,000	1,000
4163		CONFERENCES	784	3,490	5,000	5,000	**5,000**	5,000	5,000
4164		TRAINING	0	1,371	1,200	1,200	**2,600**	2,600	2,600
4170		PUBLIC UTIL. - GAS HEAT	47,415	71,898	49,500	47,000	**49,500**	49,500	49,500
4175		PUBLIC UTIL. - ELEC. EQUIP.	310,414	383,809	375,000	325,000	**375,000**	375,000	375,000
4176	(6)	PUBLIC UTIL. - SOLID WASTE	116,326	126,288	160,000	160,000	**160,000**	160,000	160,000
4180	(7)	REPAIRS & MAINTENANCE	122,670	129,105	107,300	107,300	**108,100**	126,200	96,800
4190	(8)	RENTAL EQUIPMENT	1,806	1,850	9,000	3,000	**9,000**	9,000	9,000
4192		DUES /SUBSCRIPTIONS	321	529	500	500	**500**	500	500
4194		PERMIT FEE PAYMENTS	68,500	68,500	68,500	68,500	**68,500**	68,500	68,500
4199		OTHER SERVICES & CHARGES	343	449	200	300	**200**	200	200
		SUBTOTAL	1,192,279	1,025,014	1,045,100	987,300	**1,033,500**	1,083,700	1,104,400
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,195	1,385	1,700	1,700	**1,700**	1,700	1,700
4202	(9)	CLEANING SUPPLIES	4,178	3,644	4,200	4,200	**4,200**	4,200	4,200
4203	(10)	CLOTHING SUPPLIES	11,565	12,112	12,400	12,400	**12,400**	12,400	12,400
4204		MOTOR FUEL & LUBRICANTS	3,156	3,090	3,200	3,200	**3,200**	3,200	3,200
4205	(11)	CHEMICALS	62,924	74,057	81,000	81,000	**81,000**	81,000	81,000
4207	(12)	PUB. GRNDS.- MATL/SUPPLIES	1,496	1,556	1,500	1,500	**1,500**	1,500	1,500

WATER POLLUTION CONTROL

Budget (Cont'd)

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
5032		**EXPENDITURES (CONT'D)**							
			SUPPLIES & MATERIALS (CONT'D)						
4208	(13)	BUILDING- MATL/SUPPLIES	4,991	1,394	5,000	5,000	**5,000**	5,000	5,000
4290		EMERGENCY OPERATIONS	24,090	0	0	0	**0**	0	0
4299	(14)	OTHER OPERATING SUPPLIES	82,154	115,535	131,900	131,900	**97,400**	85,900	85,400
		SUBTOTAL	195,749	212,773	240,900	240,900	**206,400**	194,900	194,400
			CAPITAL OUTLAYS						
4304	(15)	EQUIPMENT	25,900	49,126	43,200	12,763	**94,500**	8,500	0
		SUBTOTAL	25,900	49,126	43,200	12,763	**94,500**	8,500	0
			CAPITAL IMPROVEMENT PROJECTS						
4503		WATER MAIN REPLACE (NTP)	0	0	0	0	**0**	0	0
4535		NTP WATER MAIN	0	0	0	0	**0**	0	0
4539		MASTER PLAN - IEPA LOAN	0	1,173,149	5,531,200	6,588,800	**0**	0	0
4539		MASTER PLAN - IEPA LOAN PH 2	0	0	0	0	**0**	0	0
4569		REPLACE STANDBY FEED-NTP	0	0	0	0	**135,000**	0	0
4570		EXCESS FLOW LIFT STATION	0	79,000	0	0	**0**	0	0
4587		ANAEROBIC DIG. CLEANING	0	99,611	0	0	**0**	104,700	0
4589		AERATION SYSTEM SHEATH	0	0	0	0	**0**	0	35,000
4590		VAR. FREQUENCY DR UNIT/NTF	0	0	0	0	**0**	0	0
4592		SCREENING COMPACTOR - AJL	0	0	0	0	**0**	0	0
4593		ASPHALT ROAD REPLACEMENT	0	0	0	0	**0**	0	0
4594		RE-ROOF/REPAIR BUILDINGS	149,760	115,720	0	0	**0**	0	0
4595		AIR MAIN REPAIR	0	0	0	0	**35,000**	0	0
4599		BELT PRESS REHAB	0	0	0	0	**0**	0	0
		SUBTOTAL	149,760	1,467,480	5,531,200	6,588,800	**170,000**	104,700	35,000
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	34,678	26,202	23,700	23,700	**21,800**	23,700	24,200
4962		TRANSFER TO IT	56,844	62,044	60,400	66,400	**52,900**	57,800	59,800
4964		TRANSFER TO ERF	16,500	12,200	7,300	7,300	**14,900**	13,100	13,100
		SUBTOTAL	108,022	100,446	91,400	97,400	**89,600**	94,600	97,100
		TOTAL FOR DEPARTMENT	4,084,899	5,362,119	9,456,300	10,386,963	**4,256,100**	4,295,400	4,379,800

Notes

4105 (1)	**PROF SERV DATA PROCESSING**				**5,600**
	1,600	OPERATOR 10-DATA SUPPORT	2,500	WONDERWARE SOFTWARE SUPPORT	
	1,500	SYNEXUS IPT DATA SUPPORT			
4107 (2)	**PROF SERV MEDICAL**		1,200	DRUG/ALCOHOL TESTING - CDL LICENSE	**1,200**
4110 (3)	**TECH. & CONSULT. SVCS.**				**81,800**
	17,000	SALT CREEK TMDL STUDY COMMITTEE	4,300	BIOMONITORING ANALYSIS	
	54,000	SALT CREEK SPECIAL ASSESSMENT	6,500	PRETREATMENT REGULATIONS	
4115 (4)	**COMMUNICATIONS-TELEPHONE**				**19,500**
	14,100	MONTHLY PHONE SERVICE	5,400	CELLULAR PHONES/PORT DEV	
4160 (5)	**PRINTING**		1,500	GENERAL PRINTING	**1,500**
4176 (6)	**PUBLIC UTIL. - SOLID WASTE**		160,000	BIOSOLIDS HAULING	**160,000**
4180 (7)	**REPAIRS & MAINTENANCE**				**108,100**
	1,800	MAINTENANCE/CALIBRATION LAB EQUIP	9,500	BELTPRESS CONVEYOR	
	38,700	GROUND MAINTENANCE CONTRACT	11,500	PUMPS & GENERATOR	
	10,400	OTHER REPAIRS & MAINTENANCE	25,000	RAW PUMP REBUILD	
	1,800	BI-ANNUAL CALIB AND SVS - ALL METER DEV	6,500	ANAEROBIC RECIRCULATION PUMP	
	2,900	REPAIR OF TRI-GAS METERS			
4190 (8)	**RENTAL EQUIPMENT**				**9,000**
	2,000	CRANE RNTL FOR LARGE EQUIP REMOVAL	5,000	GENERATOR RENTAL	
	2,000	DEIONIZED WATER SYSTEM (ANNUAL)			
4202 (9)	**CLEANING SUPPLIES**				**4,200**
	1,000	WATERLESS HAND CLEANER, HAND SOAP	1,000	MOPS, BUCKETS AND BUFFING PADS	
	1,400	WIPERS, CLOTH AND PAPER	800	WINDOW CLEANER, FLOOR SOAP & WAX	
4203 (10)	**CLOTHING SUPPLIES**				**12,400**
	6,450	UNIFORMS INCLUDING FLASH CLOTHING -18	900	REPLACE RAIN GEAR & HIP BOOTS	
	2,250	SAFETY BOOTS 18	700	SUMMER TEE SHIRTS	
	1,800	WINTER OUTERWEAR	300	INSULATED GLOVES	
4205 (11)	**CHEMICALS**				**81,000**
	57,400	POLYMERS FOR SLUDGE DEWATERING	4,600	SULFUR DIOXIDE FOR DECHLORINATION	
	10,300	CHLORINE FOR EFFLUENT DISINFECTION	8,700	REAGENTS USED IN LABORATORY	
4207 (12)	**PUB. GRNDS.- MATL/SUPPLIES**		1,500	REPLACE TREES, SHRUBS & FLOWERS	**1,500**
4208 (13)	**BUILDING- MATL/SUPPLIES**		5,000	PAINT & SUPPLIES FOR MAINTENANCE	**5,000**
4299 (14)	**OTHER OPERATING SUPPLIES**				**97,400**
	1,300	TOOLS, HOSES, BROOMS, SHOVELS	1,300	COMPOSITE SAMPLERS	
	1,800	PENETRANTS, SOLVENTS, DEGREASER,ETC	5,300	LAB GLASSWARE & EXPENDABLES	
	2,100	WELDING & FLAME CUTTING SUPPLIES	2,900	SAND FOR SLUDGE DRYING BEDS	
	8,400	ASSORTED NUTS, BOLTS & HARDWARE	6,500	REPLACE ELEMENTS FOR BLOWER INTAKES	
	4,600	ELECTRICAL	4,500	MODIFY BLOWER INTAKE FILTER SYSTEM - AJL	
	2,200	GASKET MATERIALS	2,200	BATTERIES FOR STANDBY GENERATORS	
	16,700	REPLACE & REPAIR PRTS FOR MAJOR EQUIP	2,900	TEST GASES/ELEMENTS FOR TRI-GAS METER	
	2,900	REPLACE PARTS FOR VALVES	2,800	SELECTIVE ION PROBES/LAMP	
	5,000	CONTACT SETS FOR LRG HP MOTORS	5,500	REPLACE SODIUM HYPOCLORITE PUMP	
	3,000	SAMPLING CONTAINERS	15,500	SCADA UPGRADE	
4304 (15)	**EQUIPMENT**				**94,500**
	12,500	UPGRADE CHEMICAL FEED PUMP	77,000	REPLACE ATOMIC ABSORBTION UNIT	
	5,000	MICROSCOPE			

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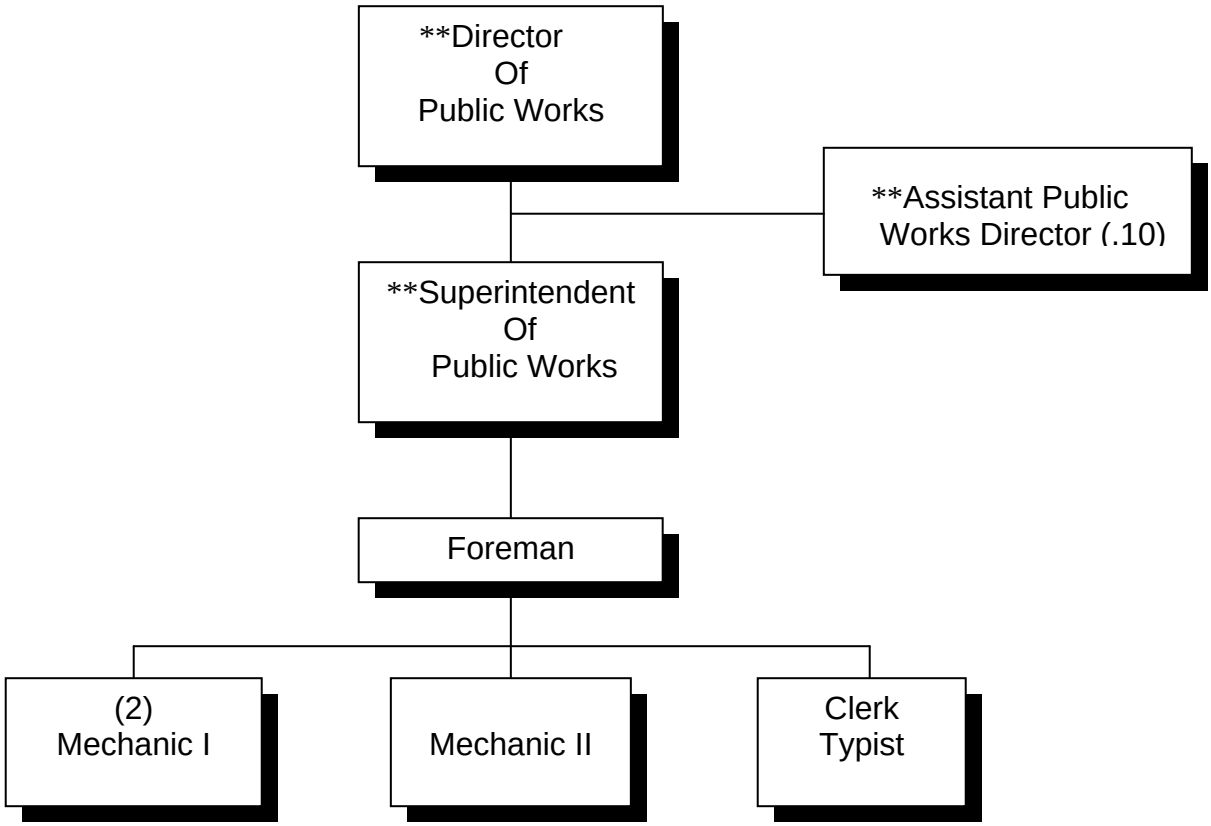
Organization Structure



**Not charged to this department.

FLEET SERVICES

Narrative

Fleet Services is an Internal Service Fund and an operating unit of the Public Works Department. The department operates under the direction of the Director of Public Works, Assistant Director of Public Works, Superintendent of Public Works and the Fleet Services Foreman. Additional staff includes two Mechanic I and one Mechanic II. The customers of Fleet Services are the vehicle and equipment users employed by all departments of the Village of Addison, the Addison Park District and the Addison Fire Protection District. This budget also provides partial funding for clerical and administrative staff.

Mission Statement

It is the mission of Fleet Services to provide our customers, the employees of the Village of Addison, with safe and dependable vehicles, equipment and service facilities. Our goal is to work in partnership with our customers and employees to provide high quality products and services in a cost-effective manner.

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

Core Services

- Fleet asset management
- Procurement of vehicles and equipment
- Storage and dispensing of fleet fuels, repair and maintenance services
- Vehicle replacement fund management

Funded by charging for all services and goods provided to its customers. All rates are based on break-even (zero-profit) funding. Support services are provided for approximately two hundred (200) vehicles and other equipment, 22 Lift Stations, Well Houses, Pumping Stations, and Standby Generators owned by the Village of Addison, 44 vehicles and equipment owned by the Addison Park District, and 20 vehicles and equipment owned by the Addison Fire Protection District. Additional vehicles and equipment owned by other taxing bodies within the Village of Addison receive fueling services.

Functions

- Manages the procurement of all Village vehicles to ensure cost effectiveness.
- Maintains a fleet replacement schedule to minimize ownership costs.
- Provides specifications for vehicle procurement in a manner which maximizes vehicle utilization.
- Provides a quality preventative maintenance program and schedule to ensure reduced operating costs.
- Provides a quality vehicle and equipment repair service.
- Provides efficient equipment utilization through reduction of equipment downtime.
- Participates in A.S.E. certification programs.
- Manages Village fuel purchase and usage.
- Manages automated fuel dispensing for Village equipment and other designated entities, 24 hours a day, 7 days a week.
- Manages tire and parts inventory.

Functions (Cont'd)

- Manages vehicle replacement fund and internal service fund recommendations.
- Manages and maintains titles and license plates for all fleet vehicles.
- Manages vehicle and fleet equipment disposal.
- Assist the Risk Manager on insurance claims.
- Fleet coordinates the following external services:
    1. Paint and body repair
    2. Transmission repair/rebuild
    3. Heavy duty suspension service
    4. Glass replacement
    5. Warranty repairs
- Furnish pool vehicles to meet customers' needs while their vehicle is being serviced.
- Provide roadside assistance or arrange towing 24 hours a day, 7 days a week for village vehicles or equipment.

FY 2015-16 Key Objectives

Vision 6: We take pride in quality municipal service delivery.

1. Continue performing preventive maintenance and repairs to minimize unscheduled down time for the Village fleet.
2. Continue accurate accounting of the activities of Fleet Services through the use of the CFA and Petro-Vend software.
3. Continue an accurate inventory of the parts storage area. Keeping parts in storage for the current fleet while returning obsolete parts for credit.
4. Continue to encourage a proactive workforce that anticipates problems and responds with solutions.

Performance Measures

	FY13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$1,582,252	$1,430,100	$1,315,500
Number of Employees	5	5	5
Vehicles and Equipment	168	167	168
Outputs			
Number of Work Orders Completed	1,348	1,273	1,310
Gallons of Fuel Dispensed(Village Vehicles)	105,627	90,892	98,259
Effectiveness			
% Vehicles passing emissions on 1st test	100%	100%	100%
% PMs performed as scheduled	100%	100%	100%
% Mechanics hours billed to repairs	76%	78%	77%
Effectiveness			
Average Cost per Mile			
- Automobiles	$0.34	$0.42	$0.38
- Truck	$1.15	$1.05	$1.10
- Police (Marked Squads)	$0.66	$0.69	$0.69

FLEET SERVICES

Personnel Summary

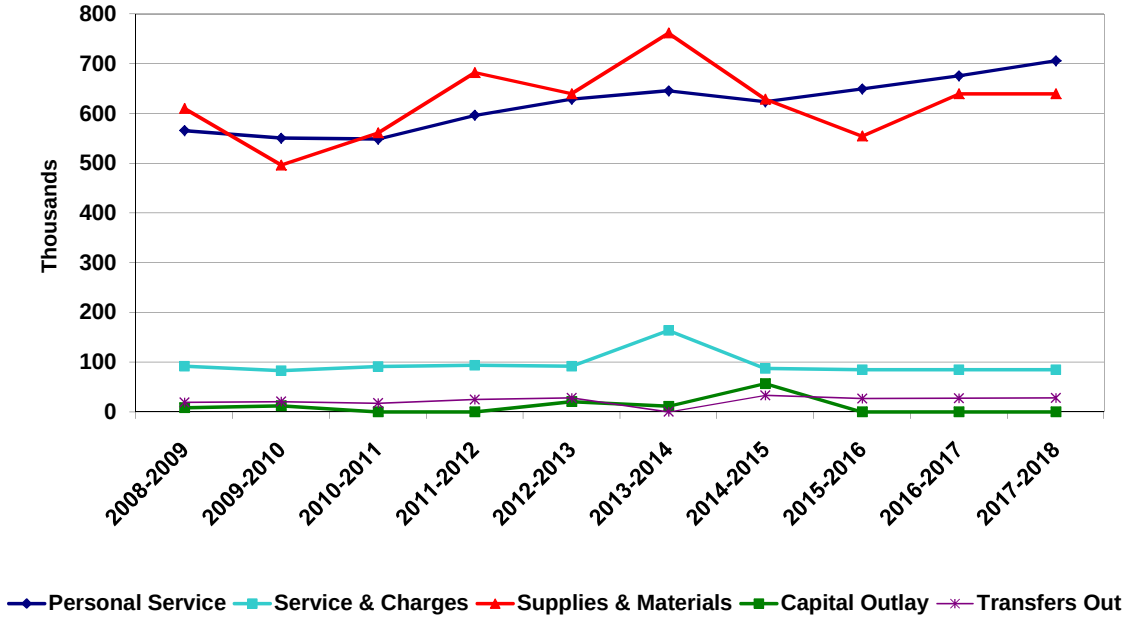
Position Title	Current Authorized	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Foreman	1.00	1.00	1.00	1.00	1.00
Mechanic I (2)	2.00	2.00	2.00	2.00	2.00
Mechanic II	1.00	1.00	1.00	1.00	1.00
Clerk Typist	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	5.00	5.00	5.00	5.00	5.00

Authorized & Unbudgeted:
None

Total Authorized:	5.00

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	623,700	**649,500**	675,700	706,200
Services & Charges	87,200	**84,700**	84,700	84,700
Supplies & Materials	629,100	**554,600**	639,600	639,600
Capital Outlays	57,000	**0**	0	0
Transfers Out	33,100	**26,700**	27,400	28,200
Total	1,430,100	**1,315,500**	1,427,400	1,458,700



FLEET SERVICES (61) REVENUES

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9961	**REVENUES**							
		CHARGES FOR SERVICES						
3399	OTHER CHARGES	160,330	144,075	0	104,800	**0**	0	0
		160,330	144,075	0	104,800	**0**	0	0
		MISCELLANEOUS REVENUES						
3813	REIMB - FEMA - FLOOD	0	0	0	0	**0**	0	0
3856	SALE - WASTE OIL	575	739	0	300	**0**	0	0
3867	COMPENSATION FOR LOSS	0	0	0	0	**0**	0	0
	SUBTOTAL	575	739	0	300	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3902	TRF FM-FINANCE	9	0	0	0	**0**	0	0
3903	TRF FM-COMMUNITY RELATIONS	3,950	4,877	5,200	5,000	**4,600**	5,000	5,100
3904	TRF FM-BUILDING & GROUNDS	10,867	10,773	3,800	3,800	**3,500**	3,800	3,900
3905	TRF FM-POLICE	543,401	570,465	641,700	641,700	**590,300**	640,500	654,600
3906	TRF FM-COMMUNITY DEVELOP	32,544	35,616	47,400	47,400	**43,600**	47,300	48,300
3907	TRF FM-ELECTRICAL/FORESTRY	124,302	141,074	140,900	140,900	**129,600**	140,600	143,700
3908	TRF FM-STREET	285,598	324,846	295,300	295,300	**271,600**	294,700	301,200
	SUBTOTAL - GENERAL FUND	1,000,671	1,087,651	1,134,300	1,134,100	**1,043,200**	1,131,900	1,156,800
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	121,253	151,201	141,600	141,600	**130,300**	141,300	144,400
3951	TRF FM-SEWER	94,902	114,823	130,700	130,700	**120,200**	130,500	133,300
3952	TRF FM-WATER PLTN CONTROL	34,678	26,202	23,700	23,700	**21,800**	23,700	24,200
	SUBTOTAL - W & S FUND	250,833	292,226	296,000	296,000	**272,300**	295,500	301,900
	TOTAL REVENUE	1,412,409	1,524,691	1,430,300	1,535,200	**1,315,500**	1,427,400	1,458,700

Budget (Cont'd)

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9961		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	102,933	100,359	99,400	99,600	**102,100**	105,200	108,400
4002		WAGES CLERICAL	66,904	63,599	56,800	57,000	**58,400**	60,100	61,900
4003		WAGES OPERATIONAL	237,640	244,787	251,400	252,200	**258,300**	266,100	274,100
4004		OVERTIME	28,617	26,725	20,000	14,000	**23,000**	23,000	25,000
4006		OTHER PAY	4,204	6,997	5,000	2,500	**6,000**	6,000	6,000
4009		IMRF	54,804	60,452	56,100	57,300	**56,800**	58,400	60,500
4010		SOCIAL SECURITY	32,297	33,854	32,200	32,800	**34,700**	35,700	36,900
4012		HOSPITALIZATION	92,008	98,686	97,900	97,900	**98,900**	109,700	121,700
4020		SICK PAY	9,796	9,251	11,000	10,400	**11,300**	11,500	11,700
4022		LIFE INSURANCE	624	384	0	0	**0**	0	0
4030		OPEB EXPENSE	(946)	489	0	0	**0**	0	0
		SUBTOTAL	628,881	645,583	629,800	623,700	**649,500**	675,700	706,200
			SERVICES & CHARGES						
4105	(1)	PROF SVCS-DATA PROC	1,595	1,595	1,600	4,000	**1,600**	1,600	1,600
4107	(2)	PROF SVCS-MEDICAL	334	356	1,000	1,000	**1,000**	1,000	1,000
4115	(3)	COMMUNICATIONS-TELEPHONE	888	1,039	1,300	1,300	**1,300**	1,300	1,300
4116	(4)	COMMUNICATIONS-PORT DEV	0	0	300	100	**300**	300	300
4117		COMMUNICATIONS-POSTAGE	14	0	200	200	**200**	200	200
4118		COPY/REPRODUCTION	489	469	400	500	**400**	400	400
4159		IRMA INSURANCE	32,134	21,070	19,100	23,500	**23,500**	23,500	23,500
4160		PRINTING	0	117	200	200	**200**	200	200
4161		PUBLICATION OF NOTICES	0	0	100	300	**100**	100	100
4163		CONFERENCES	539	241	500	500	**500**	500	500
4164		TRAINING	1,176	2,805	700	700	**700**	700	700
4176		PUB UTIL - SOLID WASTE	734	1,296	900	900	**900**	900	900
4180	(5)	REPAIRS & MAINTENANCE	45,593	97,608	46,200	46,200	**46,200**	46,200	46,200
4192		DUES & SUBSCRIPTIONS	1,218	2,952	400	400	**400**	400	400
4199	(6)	OTHER SERVICES & CHARGES	6,853	2,668	7,400	7,400	**7,400**	7,400	7,400
		SUBTOTAL	91,567	132,216	80,300	87,200	**84,700**	84,700	84,700
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	790	809	800	800	**800**	800	800
4203	(7)	CLOTHING SUPPLIES	2,190	2,242	2,700	2,700	**2,700**	2,700	2,700
4204		MOTOR FUEL & LUBRICANTS	441,866	511,711	455,000	388,000	**370,000**	455,000	455,000
4209		MOTOR VEH MATL/SUPPLIES	184,694	160,889	153,200	197,100	**153,200**	153,200	153,200
4290		EMERGENCY OPERATIONS	9,251	0	0	0	**0**	0	0
4299	(8)	OTHER OPERATING SUPPLIES	978	86,180	27,900	40,500	**27,900**	27,900	27,900
		SUBTOTAL	639,769	761,831	639,600	629,100	**554,600**	639,600	639,600
			CAPITAL OUTLAYS						
4304		EQUIPMENT	20,519	11,150	50,000	57,000	**0**	0	0
			20,519	11,150	50,000	57,000	**0**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IT	23,358	25,572	25,500	28,000	**24,600**	25,300	26,100
4964		TRANSFER TO ERF	4,800	5,900	5,100	5,100	**2,100**	2,100	2,100
		SUBTOTAL	28,158	31,472	30,600	33,100	**26,700**	27,400	28,200
		TOTAL EXPENSES	1,408,894	1,582,252	1,430,300	1,430,100	**1,315,500**	1,427,400	1,458,700
		FUND BALANCE, BEGINNING	(38,446)	(34,931)	(92,492)	(92,492)	**12,608**	12,608	12,608
		REV. OVER (UNDER) EXP.	3,515	(57,561)	0	105,100	**0**	0	0
		FUND BALANCE, ENDING	(34,931)	(92,492)	(92,492)	12,608	**12,608**	12,608	12,608

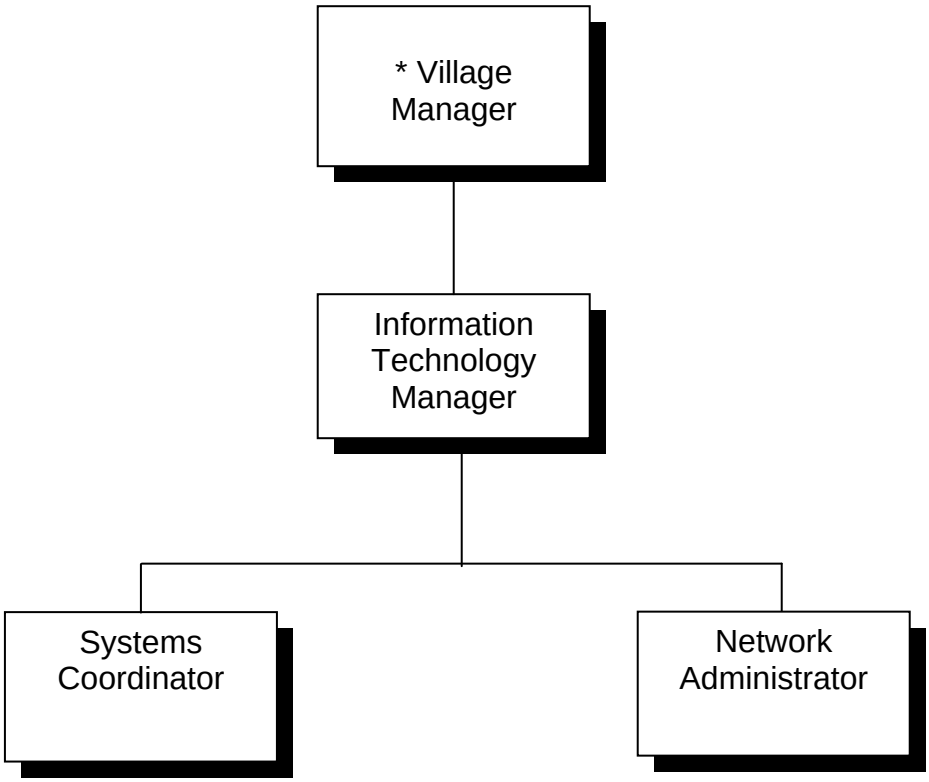
FLEET SERVICES

Notes

4105	**(1)**	**PROF SERV DATA PROCESSING**			**1,600**
	1,600	CFA SUBSCRIPTION			
4107	**(2)**	**PROF SERV MEDICAL**			**1,000**
	200	DRUG & ALCOHOL SCREEN FOR CDL'S	600	PRESCRIPTION SAFETY GLASSES	
	200	HEARING TESTS			
4115	**(3)**	**COMMUNICATIONS - TELEPHONE**			**1,300**
	1,300	REGULAR PHONES			
4115	**(4)**	**COMMUNICATIONS - PORTABLE DV**			**300**
	300	CELL PHONE			
4180	**(5)**	**REPAIRS & MAINTENANCE**			**46,200**
	43,100	GENERAL REPAIRS	3,100	UST TANK TIGHTNESS TEST	
4199	**(6)**	**OTHER SERVICES AND CHARGES**			**7,400**
	2,000	HOIST AND COMPRESSOR INSP/REP	3,000	FUEL SYSTEM AND COMPUTER SVC	
	2,400	CDL'S, LICENSE PLATES AND REG			
4203	**(7)**	**CLOTHING SUPPLIES**			**2,700**
	1,300	UNIFORMS	240	GLOVES & SAFETY EQUIPMENT	
	500	4 PAIRS OF BOOTS @ $125	400	WINTERWEAR	
	160	T-SHIRTS	100	RAGS	
4299	**(8)**	**OTHER OPERATING SUPPLIES**			**27,900**
	27,900	OIL DRY, SOAP, WRENCH REPLACEMENTS, SPECIALTY TOOLS, SAFETY EQUIPMENT, WELDING SUPPLIES, CUTTING & GRINDING BLADES, WHEELS, ETC			

INFORMATION TECHNOLOGY

Organization Structure



* Not charged to this budget

INFORMATION TECHNOLOGY

Narrative

Description of Departmental Activities

The Information Technology Manager, who is assisted by the Systems Coordinator, Network Administrator, and the G.I.S. Administrator, provides internal computer and telephone services to all operating departments in the Village of Addison. Services provided include, but are not limited to, the management of the Village's information technology including the Village's computer network, telephone system, software and hardware maintenance, network based technologies, and coordination with outside vendors for software and hardware maintenance/upgrades/service provisions not otherwise provided by this department.

Data Processing

Under the direction of the Village Manager, the Information Technology Manager and staff are responsible for the operation and maintenance of all computers, telephones, and networked systems installed in the Village of Addison. The primary responsibility of this unit is to maximize the technology availability and access to a stable/dependable/secure information processing system, throughout the Village. Areas of responsibility include, but are not limited to, the following:

*Systems Management and Development
*Hardware and Software Maintenance
*Project Development
*User Training Programs
*System Security
*Project Management
*Programming
*G.I.S.

FY 2015-16 Key Objectives

Vision 6: We take pride in quality municipal service delivery.

1. Improve employee efficiency
   - Continue to enhance the paperless office concept
   - Increase usage of the internet as a tool
   - Foster growth of the G.I.S. system
   - Move from Novell to a Microsoft AD
   - Increase usage of Unified Communications

2. Improve hardware efficiency
   - Continue replacement of laptop computers
   - Continue using consolidation and virtualization to upgrade servers
   - Upgrade back-up software to a hardware device
   - Continue 3-year desktop replacement program
   - Begin replacing digital phones with IP based system

Narrative (Cont'd)

FY 2015-16 Key Objectives (Cont'd)

3. Improve system security
    - Research vendors for "cloud" backups of critical data
    - Continue off-site "data vault" backup of IDC software
    - Rewrite and enforce employee PC usage policy
    - Replace Bordermanager with Cisco hardware type device

4. Improve service to stakeholders
    - Complete work order system for service requests
    - Continue training for IS staff
    - Maintain existing service contracts
    - Complete upgrading of Communications system
    - Begin development of department operational manual
    - Complete SAN project

Performance Measures

	FY 13-14 ACTUAL	FY 14-15 ESTIMATE	FY 15-16 PROJECTION
Inputs			
Direct Expenditures	$1,145,252	$1,251,100	$1,170,500
Number of Employees	3	3	3
Outputs			
Workstations administered	173	175	180
Laptops administered	45	50	55
Printers administered	66	60	55
Servers administered	19	22	24
LAN/WAN Hardware administered	26	26	28
Efficiency			
Percentage of time servers are available	99.99%	99.99%	99.99%
Number of Vendor service calls	45	40	35
Percent work hours systems operational	99.99%	99.99%	99.99%

INFORMATION TECHNOLOGY

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016	Fiscal Year 2016-2017
Authorized & Budgeted:					
Information Technology Manager	1.00	1.00	1.00	1.00	1.00
Systems Coordinator	1.00	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	0.20	0.20	0.20	0.20	0.20
Total Budgeted:	3.20	3.20	3.20	3.20	3.20
Authorized & Unbudgeted:					
GIS Administrator	1.00				
Total Authorized:	4.20				

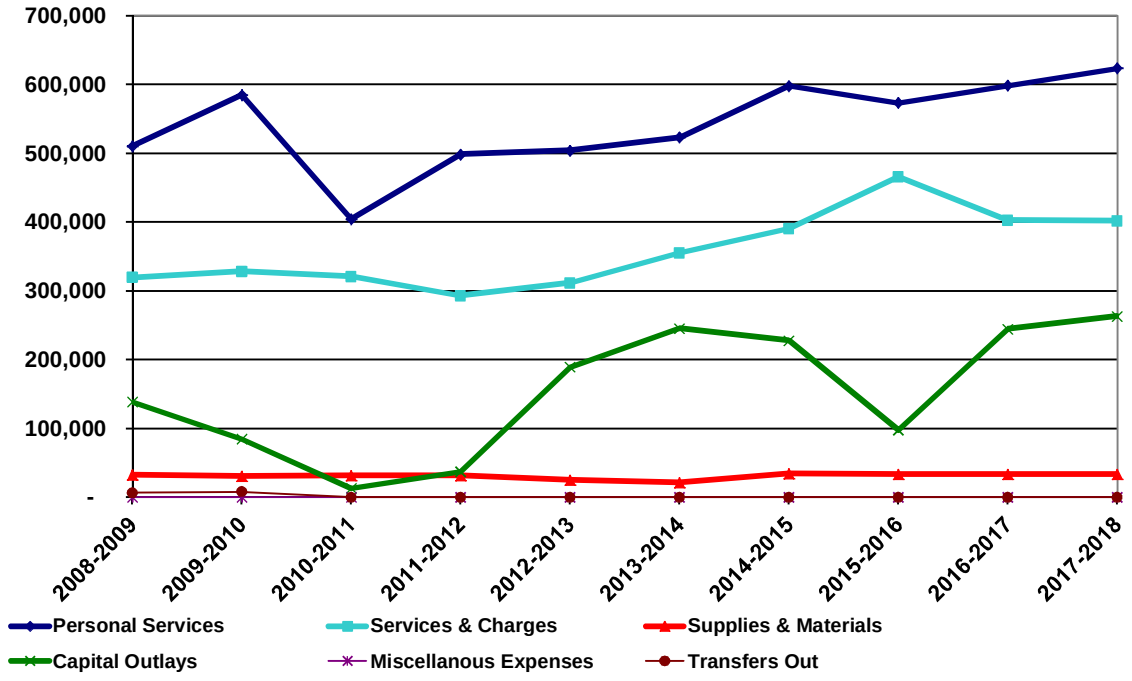
Note: Page 31 summarizes Employee Allocation Between Departments

In 2010 & 2011, the Village offered a Voluntary Separation plan to avoid layoffs. A civil engineer has taken over some of the GIS Administrator duties, in turn, the Village has allocated 20% of this position to this department. The GIS Administrator position will remain unbudgeted until funding is available.

INFORMATION TECHNOLOGY

Expenditure Summary

Operating Expenditures	2014-2015 Estimate	**2015-2016 Budget**	2016-2017 Budget	2017-2018 Budget
Personal Services	598,400	**573,500**	598,600	623,700
Services & Charges	390,600	**465,800**	402,800	401,900
Supplies & Materials	34,200	**33,700**	33,700	33,700
Capital Outlays	227,900	**97,500**	245,000	263,000
Transfers Out	0	**0**	0	0
Total	1,251,100	**1,170,500**	1,280,100	1,322,300



The sharp increase in Personal Services in FY 10, followed by a sharp decrease in FY 11 is due to the results of the Village's Voluntary Separation Incentive Plan offered in FY 10. One staff member took advantage of the plan. That position will remain open until further notice.

INFORMATION TECHNOLOGY (62) REVENUES

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9962	**REVENUES**							
		MISCELLANEOUS REVENUES						
3805	MISCELLANEOUS REVENUES	0	1,000	0	0	**0**	0	0
	SUBTOTAL	0	1,000	0	0	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3901	TRF FM-ADMINISTRATION	163,813	179,004	174,100	190,300	**152,100**	166,400	171,800
3902	TRF FM-FINANCE	76,894	84,052	81,700	89,300	**86,000**	94,000	97,100
3903	TRF FM-COMMUNITY RELATIONS	16,743	18,236	17,800	19,500	**36,400**	39,800	41,100
3904	TRF FM-BUILDING & GROUNDS	10,025	11,004	10,700	11,700	**19,800**	21,700	22,400
3905	TRF FM-POLICE	350,983	452,960	440,300	481,600	**478,000**	524,400	541,600
3906	TRF FM-COMMUNITY DEVELOP.	106,866	116,856	113,700	124,300	**112,400**	122,900	127,000
3907	TRF FM-ELECTRICAL/FORESTRY	6,718	7,336	7,100	7,800	**9,900**	10,800	11,200
3908	TRF FM-STREET	36,793	40,140	39,000	42,600	**33,100**	36,200	37,400
3909	TRF FM-HHRC	63,561	59,405	67,500	73,800	**66,100**	72,300	74,700
3911	TRF FM - CONSOLID. DISPATCH	25,838	47,476	46,200	50,500	**43,000**	47,000	48,600
	SUBTOTAL - GENERAL FUND	858,234	1,016,469	998,100	1,091,400	**1,036,800**	1,135,500	1,172,900
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	36,793	40,140	39,000	42,600	**36,400**	39,800	41,100
3951	TRF FM-SEWER	20,050	21,904	21,300	23,200	**19,800**	21,700	22,400
3952	TRF FM-WATER POLL. CONTROL	56,844	62,043	60,400	66,000	**52,900**	57,800	59,800
	SUBTOTAL - W & S FUND	113,687	124,087	120,700	131,800	**109,100**	119,300	123,300
		TRANSFERS IN - FLEET SERVICES FUND						
3961	TRF FM - FLEET SERVICES	23,358	25,572	25,500	27,900	**24,600**	25,300	26,100
	SUBTOTAL - FLEET SERVICES	23,358	25,572	25,500	27,900	**24,600**	25,300	26,100
	TOTAL REVENUE	995,279	1,167,129	1,144,300	1,251,100	**1,170,500**	1,280,100	1,322,300

Budget (Cont'd)

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9962		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	354,092	357,095	362,100	400,100	**363,900**	375,300	385,900
4002		WAGES CLERICAL	0	0	0	0			
4006		OTHER PAY	7,610	9,639	7,900	3,000	**9,000**	9,300	9,500
4007		PART TIME	0	0	12,000	23,500	**30,000**	31,600	33,400
4009		IMRF	44,169	48,915	49,100	60,900	**50,200**	51,900	53,400
4010		SOCIAL SECURITY	26,305	27,483	29,100	30,100	**30,700**	31,700	32,700
4012		HOSPITALIZATION	66,898	72,605	76,500	76,500	**82,700**	91,800	101,800
4020		SICK PAY	4,380	6,845	6,000	4,300	**7,000**	7,000	7,000
4022		LIFE INSURANCE	624	400	0	0	**0**	0	0
4030		OPEB	0	311	0	0	**0**	0	0
		SUBTOTAL	504,078	523,293	542,700	598,400	**573,500**	598,600	623,700
			SERVICES & CHARGES						
4105	(1)	PROF SVCS.-DATA PROCESSING	145,805	183,397	143,400	173,400	**217,900**	194,900	194,000
4110	(2)	TECH. & CONSULT. SVCS.	38,800	34,645	34,700	69,000	**81,000**	41,000	41,000
4115	(3)	COMMUNICATIONS-TELEPHONE	80,458	73,540	57,900	57,900	**68,100**	68,100	68,100
4116	(4)	COMMUNICATIONS-PORTABLE DEV	4,136	3,082	7,700	5,000	**9,100**	9,100	9,100
4117		COMMUNICATIONS-POSTAGE	0	0	200	0	**200**	200	200
4118		COPY/REPRODUCTION	666	336	600	800	**600**	600	600
4159		IRMA INSURANCE	7,324	12,980	11,800	5,700	**5,700**	5,700	5,700
4160		PRINTING	0	0	200	0	**200**	200	200
4161		PUBLICATION OF NOTICES	0	0	200	0	**200**	200	200
4163		CONFERENCES	0	0	7,500	3,500	**7,500**	7,500	7,500
4164		TRAINING	0	98	16,000	16,000	**16,000**	16,000	16,000
4180	(5)	REPAIRS & MAINTENANCE	34,433	47,207	58,300	58,300	**58,300**	58,300	58,300
4192	(6)	DUES/SUBSCRIPTIONS	0	0	1,000	1,000	**1,000**	1,000	1,000
4199		OTHER SERVICES & CHARGES	0	23	0	0	**0**	0	0
		SUBTOTAL	311,622	355,308	339,500	390,600	**465,800**	402,800	401,900
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	155	1,168	500	500	**0**	0	0
4299	(7)	OTHER OPERATING SUPPLIES	24,868	19,870	33,700	33,700	**33,700**	33,700	33,700
		SUBTOTAL	25,023	21,038	34,200	34,200	**33,700**	33,700	33,700
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	0	0	0	**0**	0	0
4304	(8)	EQUIPMENT	189,250	245,613	227,900	227,900	**97,500**	245,000	263,000
		SUBTOTAL	189,250	245,613	227,900	227,900	**97,500**	245,000	263,000
		TOTAL EXPENSES	1,029,973	1,145,252	1,144,300	1,251,100	**1,170,500**	1,280,100	1,322,300
		FUND BALANCE, BEGINNING	103,355	68,661	90,538	90,538	**90,538**	90,538	90,538
		REV. OVER (UNDER) EXP.	(34,694)	21,877	0	0	**0**	0	0
		FUND BALANCE, ENDING	68,661	90,538	90,538	90,538	**90,538**	90,538	90,538

INFORMATION TECHNOLOGY

Notes

4105 (1) PROF SERV DATA PROCESSING				**217,900**
73,000	IDC SOFTWARE LICENSE	4,700	IDC DATA VAULT BACKUP	
10,000	NOVELL SOFTWARE LICENSE	15,000	GOOGLE APPS	
28,000	MICROSOFT LICENSING	30,000	VOICEMAIL	
10,200	LASERFICHE SOFTWARE MAINTENANCE	25,000	DISASTER RECOVERY	
4,500	VERITAS MAINTENANCE	3,000	NETWORK MONITORING STATION	
14,500	ESRI ARCVIEW MAINTENANCE			
4110 (2) TECH. & CONSULT. SVCS.				**81,000**
5,000	PHONE SYSTEM SUPPORT	6,000	EXTREME/CISCO SUPPORT	
10,000	CONSULTING, GIS	30,000	NOVEL TO MICROSOFT AD	
20,000	CONSULTING, VMWARE & FIREWALLS	10,000	GIS REBUILD	
4115 (3) COMMUNICATIONS-TELEPHONE				**68,100**
3,100	CELL PHONES - IS STAFF	65,000	CIRCUITS, DATA, PHONE, INTERNET	
4116 (4) COMMUNICATIONS - PORTABLE DEVICES				**9,100**
5,000	TABLET TYPE DEVICE	4,100	IPAD STANDARD	
4180 (5) REPAIRS & MAINTENANCE				**58,300**
6,000	PRINTER MAINTENANCE	4,000	SERVER MAINTENANCE	
3,100	PC REPLACEMENT PARTS	9,500	PHONE SYSTEM MAINTENANCE	
4,700	UPS MAINTENANCE	3,000	ACTIVEVOICE MAINTENANCE	
10,000	ACDC PORTAL MAINTENANCE	6,000	MICROWAVE MAINTENANCE	
8,000	POWER DMS MAINTENANCE	4,000	VEEAM MAINTENANCE	
4192 (6) DUES/SUBSCRIPTIONS				**1,000**
200	MICROSOFT REFERENCE MATERIAL	200	VEEAM REFERENCE MATERIAL	
200	MISC REFERENCE MATERIAL	200	VMWARE REFERENCE MATERIAL	
200	GIS REFERENCE MATERIAL			
4299 (7) OTHER OPERATING SUPPLIES				**33,700**
2,000	BACKUP MEDIA	1,000	MISC TOOLS	
16,000	TONER CARTRIDGES	5,500	PLOTTER CARTRIDGES, PAPER	
4,200	DRIVES (SERVERS)	5,000	BATTERY REPLACEMENT-CHLORIDE UPS	
4304 (8) EQUIPMENT				**97,500**
15,000	WORKSTATION REPLACEMENT	30,000	FIREWALLS	
15,000	SERVER UPGRADE	7,500	LAPTOP REPLACEMENT	
30,000	CORE UPGRADE			

EQUIPMENT REPLACEMENT FUND (ERF)

Narrative

This fund accounts for the pay-as-you-go purchase and replacement of Village vehicles and equipment costing in excess of $10,000. Monies are transferred annually from individual operating funds to the ERF based on the Fleet Services estimates of replacement cost and replacement date. This fund was established in FY 2003 with a transfer from the Water and Sewer Fund. General Fund vehicles were added in FY 2005 using partial proceeds of the $7,500,000 2004 General Obligation Bond. The 2004 G.O. Bond has been refunded by the 2012 G.O. Refunding Bond issue. The purpose of this fund is to smooth out annual vehicle and equipment expenses and to provide a solid funding plan for these replacements.

EQUIPMENT REPLACEMENT (ERF) FUND

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9964	**REVENUES**							
		INTEREST INCOME						
3510	INVESTMENT INTEREST	7,593	11,296	0	8,400	**0**	0	0
3515	MARKET VALUE GAIN/LOSS	2,310	0	0	0	**0**	0	0
	SUBTOTAL - REVENUES	9,903	11,296	0	8,400	**0**	0	0
		MISCELLANEOUS REVENUES						
3853	AUCTION/SALE CAPITAL ASSETS	69,744	183,429	0	10,700	**0**	0	0
3861	CONTRIBUTED CAPITAL	0	0	0	0	**0**	0	0
3869	IRMA COMP FOR LOSS	0	0	0	0	**0**	0	0
3870	GAIN ON SALE OF FIXED ASSETS	(109,923)	0	0	0	**0**	0	0
3875	GAIN/LOSS SALE OF INVEST	0	0	0	0	**0**	0	0
3988	MISCELLANEOUS REVENUES	0	0	0	0	**0**	0	0
	SUBTOTAL - MISC. REVENUES	(40,179)	183,429	0	10,700	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3903	TRF FM-COMMUNITY RELATIONS	1,400	2,700	4,800	4,800	**4,900**	3,000	3,000
3904	TRF FM-BUILDING & GROUNDS	8,600	2,800	6,600	6,600	**13,000**	13,000	13,000
3905	TRF FM-POLICE	121,400	147,000	188,800	188,800	**251,200**	249,900	243,800
3906	TRF FM-COMMUNITY DEVELOP.	23,500	18,500	17,100	17,100	**16,800**	12,400	13,300
3907	TRF FM-ELECTRICAL/FORESTRY	90,800	65,000	31,900	31,900	**88,900**	63,800	65,900
3908	TRF FM-STREET	225,500	201,100	179,500	179,500	**231,000**	216,300	216,300
	SUBTOTAL - GENERAL FUND	471,200	437,100	428,700	428,700	**605,800**	558,400	555,300
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	81,600	72,800	55,800	55,800	**63,800**	110,800	68,400
3951	TRF FM-SEWER	133,800	132,000	92,700	92,700	**138,400**	109,400	105,300
3952	TRF FM-WATER POLL. CONTRL	16,500	12,200	7,300	7,300	**14,900**	13,100	13,100
	SUBTOTAL - W & S FUND	231,900	217,000	155,800	155,800	**217,100**	233,300	186,800
		TRANSFERS IN - FLEET SERVICES & INFORMATION SYSTEMS						
3961	TRF FM-FLEET SERVICES	4,800	5,900	5,100	5,100	**2,100**	2,100	2,100
3992	TRF FM-DEBT SERVICE	169,198	0	0	0	**0**	0	0
	SUBTOTAL - FLEET SER. & DS	173,998	5,900	5,100	5,100	**2,100**	2,100	2,100
	TOTAL REVENUE	846,822	854,725	589,600	608,700	**825,000**	793,800	744,200

EQUIPMENT REPLACEMENT (ERF) FUND

Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9964	**EXPENSES**							
		CAPITAL OUTLAYS - GENERAL FUND						
4341	ERF EQUIP-FINANCE	0	0	0	0	**0**	0	0
4342	ERF EQUIP-COMM RELATIONS	0	0	0	0	**0**	30,000	0
4343	ERF EQUIP-BUILDING & GROUNDS	0	6,237	0	0	**40,000**	0	0
4344	ERF EQUIP-POLICE	129,278	89,365	94,000	171,743	**283,000**	229,000	265,000
4345	ERF EQUIP-COMM DEVELOP	0	20,841	0	0	**0**	94,500	24,000
4346	ERF EQUIP-ELECT/FORESTRY	25,064	163,146	10,000	11,084	**160,000**	84,000	35,000
4347	ERF EQUIP-STREET	300,926	109,070	366,000	376,257	**134,012**	170,000	82,000
	SUBTOTAL - GENERAL FUND	455,268	388,659	470,000	559,084	**617,012**	607,500	406,000
		CAPITAL OUTLAYS - WATER & SEWER FUND						
4350	ERF EQUIP-WATER	21,405	0	190,000	171,318	**25,000**	60,000	230,000
4351	ERF EQUIP-SEWER	0	411,361	10,000	12,980	**153,988**	49,000	125,000
4352	ERF EQUIP-WATER POL. CTRL	82,175	0	0	0	**49,000**	26,000	0
	SUBTOTAL - W & S FUND	103,580	411,361	200,000	184,298	**227,988**	135,000	355,000
		CAPITAL OUTLAYS - FLEET SERVICES						
4361	ERF EQUIP-FLEET SERVICES	0	0	0	0	**0**	0	0
	TOTAL EXPENSES	558,848	800,020	670,000	743,382	**845,000**	742,500	761,000
	WORKING CASH, BEGINNING	4,675,476	4,963,450	5,018,155	5,018,155	**4,883,473**	4,863,473	4,914,773
	REV. OVER (UNDER) EXP.	287,974	54,705	(80,400)	(134,682)	**(20,000)**	51,300	(16,800)
	WORKING CASH, ENDING	4,963,450	5,018,155	4,937,755	4,883,473	**4,863,473**	4,914,773	4,897,973

EQUIPMENT REPLACEMENT (ERF) FUND

Notes

Revenues

3900 Transfers In

Transfers In are based on calculating a future replacement cost for each vehicle or piece of equipment. This amount is spread across the life of the item on a straight-line basis. Each year, credits will be made for interest earned on monies held in the fund, and credits or debits will be made for the difference between the actual replacement cost versus the estimated cost.

Expenditures

4300 Capital Outlays

GENERAL FUND REPLACEMENTS

Police	340	1997 Smart Trailer	$15,000
Police	345	2007 Chevrolet Tahoe	$42,000
Police	349	2010 Chevrolet Impala	$42,000
Police	350	2009 Chevrolet Impala	$42,000
Police	352	2011 Chevrolet Tahoe	$42,000
Police	365	2005 Chevrolet Tahoe	$42,000
Police	373	2008 Chevrolet Impala	$29,000
Police	387	2008 Chevrolet Impala	$29,000
		Subtotal Police	$283,000
Buildings & Grounds	T-22	2005 Ford F350	$40,000
		Subtotal B & G	$40,000
Electrical & Forestry	T-03	International 4900	$160,000
		Subtotal E & F	$160,000
Street	T-67	2007 Ford F550	$70,000
Street	E-7	2006 Spaulding Hot Patcher	$55,000
Street	E-86	2005 Target Saw	$13,000
		Subtotal Street*	$134,012
		TOTAL GENERAL FUND	**$617,012**

WATER/SEWER REPLACEMENTS

Water	A-10	2004 Chevy Impala	$25,000
		Subtotal Water	$25,000
Sewer	T-2	2004 Ford F450	$150,000
		Subtotal Sewer*	$153,988
Environmental Services	A-2	2004 Chevy Impala	$25,000
Environmental Services	T-37	2006 Deere Gator	$12,000
Environmental Services	T-45	2006 Deere Gator	$12,000
		Subtotal Env Srvcs	$49,000
		TOTAL WATER/SEWER FUND	**$227,988**
		TOTAL EXPENDITURES	**$845,000**

*2013 Caterpillar Skid Steer was transferred to Street Department.
$3,988 was balance in vehicle account on date of transfer.

DEBT SERVICE FUND

Narrative

The Village is a home-rule community and is presently not subject to debt limitations. The Village has maintained a conservative philosophy on issuance of debt to minimize the potential long-term effect on Village property taxes. We have generally relied on internal fiscal management and future planning to address capital needs. For further details on the Village's debt policies see the Capital Improvements Programs/Debt Summary section of the budget. The Village is very proud of their bond rating which has steadily improved over the last twelve years. The Village is rated "AA+" by Fitch and "AA" by Standard & Poor's. Both rating agencies cited the steady growth in the Village's tax base, and a solid track record of financial operations, and supporting revenue raising flexibility. These higher bond ratings improve the marketability of future debt issuance and provide lower interest rate costs to the Village.

In 1991 the Village borrowed funds from the State of Illinois Environmental Protection Agency (IEPA) for construction of the Neva Byron Sewer. This loan was paid off in FY 2013. The Village has received a new IEPA loan with the debt service payments expected to begin in 2015-16.

In 1997 the Village refunded a majority portion of the 1995 bond issue. The 1995 issue was for $8.5 million of General Obligation Bonds to be financed with the .25% Sales Tax Increment authorized by the Village Board. It was issued for redevelopment purposes. The 1997 issue has been totally refunded by the 2004 and 2005 issues.

In 1998 the Village issued $10.0 million of general obligation debt to be financed with the remaining portion of the additional .25% Sales Tax Increment. The proceeds of these bonds were used to construct a new Village Hall and renovate the existing police facility. This bond was refunded with the 2008 bond issue.

In 2002 the Village refunded a majority portion of the 1996 bond issue. This bond is paid for with part of the .25% Sales Tax Increment.

In 2004 the Village issued a $7,500,000 General Obligation Bond to fund projects in the Capital Projects, Redevelopment, Equipment Replacement and Water/Sewer Funds. The issue will be paid by property taxes. This bond has been refunded with the 2012 G.O. bond issuance.

In 2004 the Village refunded $2,500,000 of the 1997 General Obligation Bond. The bond will be paid with part of the .25% Sales Tax Increment that was established to fund the 1997 issue it is refunding.

In 2005 the Village refunded $3,020,000 of the 1997 General Obligation Bond. The bond will be paid with part of the .25% Sales Tax Increment that was established to fund the 1997 issue it is refunding.

In 2006 the Village refunded the 2005 issue with the $3,075,000 General Obligation Refunding Bonds Series 2006A. This bond will be paid with part of the .25% Sales Tax Increment that was established to fund the 1995 issue that the 1997 and 2005 issues partially refunded.

In 2006 the Village refunded the 2004A issue with $2,375,000 Taxable General Obligation Bonds, Series 2006B. This bond will be paid with part of the .25% Sales Tax Increment that was established to fund the 1997 issue that the 2004A issue partially refunded.

In 2006 the Village issued $6,100,000 General Obligation Bonds, Series 2006C. This issue is for the construction of a new Library. This bond will be paid with part of the .25% Sales Tax Increment that is available now that the 1995 and 1997 issues have been refunded and restructured.

In 2007 the Village issued $6,900,000 General Obligation Bonds, Series 2007. This issue is for the construction of a new Library. This bond will be paid with part of the .25% Sales Tax Increment that is available now that the 1995 and 1997 issues have been refunded and restructured.

In 2008 the Village issued $6,015,000 General Obligation Refunding Bonds Series 2008. This issue is to refund the remaining portion of the 1998 General Obligation Bond. This bond will be paid with part of the .25% Sales Tax Increment that was established to fund the 1998 issue.

In 2010 the Village issued $3,500,000 Taxable General Obligation Bonds Series 2010. This issue is for the purchase and renovation of the old Driscoll property. This bond will be paid by property taxes.

In 2011 the Village issued $2,835,000 General Obligation Refunding Bonds Series 2011. This issue is to refund the remaining portion of the 2002 General Obligation Refunding Bond. This bond is paid for with part of the .25% Sales Tax Increment.

In 2012 the Village issued $3,985,000 General Obligation Refunding Bonds Series 2012. This issue is to refund the remaining portion of the 2004 General Obligation Bond. The issue will be paid by property taxes.

Debt Schedules

Schedules of the outstanding principal and interest for each bond issue and the IEPA loan are presented after the Debt Service Funds revenue and expenditure budget.

DEBT SERVICE (92)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9992	**REVENUES**							
		TAXES						
3001	PROPERTY TAXES	950,471	896,227	897,188	902,913	**897,188**	898,723	904,455
3005	REPLACEMENT TAXES	47,871	54,784	35,500	29,780	**30,000**	30,000	30,000
3031	SALES TAX INCREMENT	1,559,012	1,767,929	1,692,000	1,817,000	**1,871,500**	1,927,600	1,985,400
	SUBTOTAL	2,557,354	2,718,940	2,624,688	2,749,693	**2,798,688**	2,856,323	2,919,855
		INTEREST INCOME						
3510	INVESTMENT INTEREST	1,396	3,129	1,000	2,000	**1,000**	1,000	1,000
3520	INT ON PROPERTY TAX	8	24	0	0	**0**	0	0
	SUBTOTAL	1,404	3,153	1,000	2,000	**1,000**	1,000	1,000
		TRANSFERS IN						
3944	TRANSFER FROM PUB BLDG	1,300,000	1,200,000	1,200,000	1,200,000	**1,200,000**	1,300,000	1,300,000
	SUBTOTAL	1,300,000	1,200,000	1,200,000	1,200,000	**1,200,000**	1,300,000	1,300,000
	TOTAL REVENUES	3,858,758	3,922,093	3,825,688	3,951,693	**3,999,688**	4,157,323	4,220,855
9992	**EXPENDITURES**							
		DEBT SERVICE						
4707	FISCAL CHARGES	4,707	17,480	10,000	2,800	**10,000**	10,000	10,000
4712	NEVA-BYRON LOAN - PRIN	196,177	0	0	0	**0**	0	0
4713	NEVA-BYRON LOAN - INT	3,521	0	0	0	**0**	0	0
4705	NEW IEPA LOAN - PRINCIPAL	0	0	0	0	**460,000**	461,500	461,500
4706	NEW IEPA LOAN - INTEREST	0	0	0	0	**150,000**	0	0
	NEW IEPA - 2 PRINCIPAL	0	0	0	0	**72,025**	70,525	70,525
	NEW IEPA - 2 INTEREST	0	0	0	0	**0**	0	0
4724	2004 G.O. PRINCIPAL	193,452	0	0	0	**0**	0	0
4725	2004 G.O. INTEREST	18,000	0	0	0	**0**	0	0
4730	2006A G.O. REF (05) PRINC	150,000	160,000	160,000	160,000	**165,000**	165,000	175,000
4731	2006A G.O. REF (05) INT	121,863	116,313	110,313	110,313	**104,312**	96,888	89,463
4734	2006C G.O. LIB BONDS PRINC	280,000	300,000	320,000	320,000	**345,000**	370,000	400,000
4735	2006C G.O. LIB BONDS INT	268,128	257,348	245,798	245,798	**233,478**	220,195	205,950
4736	2007 G.O. LIB BONDS PRINC	245,000	260,000	285,000	285,000	**305,000**	330,000	345,000
4737	2007 G.O. LIB BONDS INT	237,894	228,400	218,325	218,325	**207,281**	195,463	182,675
4738	2008 G.O. REF 1998 PRINC	325,000	265,000	300,000	300,000	**340,000**	385,000	435,000
4739	2008 G.O. REF 1998 INT	222,325	210,950	201,675	201,675	**190,800**	178,050	162,650
4740	2010 G.O. BOND PRINC	125,000	125,000	130,000	130,000	**135,000**	140,000	145,000
4741	2010 G.O. BOND INT	138,338	136,963	135,088	135,088	**132,423**	129,655	125,945
4742	2011 G.O. REF 2002 PRINC	405,000	510,000	495,000	495,000	**485,000**	470,000	470,000
4743	2011 G.O. REF 2002 INT	103,782	77,200	67,000	67,000	**52,150**	37,600	18,800
4744	2012 G.O. REF 2004 PRINC	0	205,060	540,000	540,000	**550,000**	570,000	580,000
4745	2012 G.O. REF 2004 INT	27,925	39,736	92,100	92,100	**81,300**	64,800	47,700
	SUBTOTAL	3,066,112	2,909,450	3,310,299	3,303,099	**4,018,769**	3,894,676	3,925,209

DEBT SERVICE (92)

Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9992	**EXPENDITURES (Cont'd)**							
		TRANSFERS OUT						
4910	TRANSFER TO GENERAL	0	0	600,000	600,000	**0**	0	0
4950	TRANSFER TO WATER & SEWER	181,600	800,809	0	0	**0**	100,000	300,000
4964	TRANSFER TO EQUIP REPL	169,198	187,095	0	0	**0**	0	0
	SUBTOTAL	350,798	987,904	600,000	600,000	**0**	100,000	300,000
	TOTAL EXPENDITURES	3,416,910	3,897,354	3,910,299	3,903,099	**4,018,769**	3,994,675	4,225,208
	FUND BALANCE, BEGINNING	1,319,707	1,761,555	1,786,294	1,776,775	**1,825,369**	1,806,288	1,968,936
	REV. OVER (UNDER) EXP.	441,848	24,739	(910)	48,595	**(19,081)**	162,648	(4,353)
	FUND BALANCE, ENDING	1,761,555	1,786,294	1,776,775	1,825,369	**1,806,288**	1,968,936	1,964,583

DEBT SERVICE TO MATURITY

Fiscal year Ending	GENERAL OBLIGATION BONDS			ILLINOIS EPA LOAN		
April 30,	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
2016	2,325,000	1,001,743	3,326,743	-	-	532,025
2017	2,430,000	922,650	3,352,650	-	-	533,525
2018	2,550,000	833,183	3,383,183	-	-	533,525
2019	2,645,000	739,096	3,384,096	-	-	533,525
2020	2,780,000	631,720	3,411,720	-	-	533,525
2021	2,270,000	525,169	2,795,169	-	-	533,525
2022	1,335,000	426,073	1,761,073	-	-	533,525
2023	1,415,000	373,698	1,788,698	-	-	533,525
2024	1,500,000	317,813	1,817,813	-	-	533,525
2025	1,580,000	257,135	1,837,135	-	-	533,525
2026	1,665,000	192,685	1,857,685	-	-	533,525
2027	1,745,000	124,738	1,869,738	-	-	533,525
2028	230,000	53,530	283,530	-	-	533,525
2029	245,000	41,340	286,340	-	-	533,525
2030	260,000	28,355	288,355	-	-	533,525
2031	275,000	14,575	289,575	-	-	533,525
2032	0	0	0	-	-	533,525
2033	0	0	0	-	-	533,525
2034	0	0	0	-	-	533,525
2035	0	0	0	-	-	533,525
BALANCE	**25,250,000**	**6,483,501**	**31,733,501**	**0**	**0**	**10,669,000**

GENERAL OBLIGATION BOND DEBT ISSUE PAYMENT SCHEDULES

$6.015 M 2008 G.O. REFUNDING BOND (1998 BOND)

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2015-16	340,000	190,800	530,800
FY 2016-17	385,000	178,050	563,050
FY 2017-18	435,000	162,650	597,650
FY 2018-19	920,000	145,250	1,065,250
FY 2019-20	975,000	99,250	1,074,250
FY 2020-21	1,010,000	50,500	1,060,500
BALANCE	**4,065,000**	**826,500**	**4,891,500**

$2.835 M 2011 G. O. REFUND (2002 partial) BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2015-16	485,000	52,150	537,150
FY 2016-17	470,000	37,600	507,600
FY 2017-18	470,000	18,800	488,800
BALANCE	**1,425,000**	**108,550**	**1,533,550**

DEBT SERVICE (92)

GENERAL OBLIGATION BOND DEBT ISSUE PAYMENT SCHEDULES (Cont'd)

$3.075 M 2006A G.O. REFUNDING (2005) BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2015-16	165,000	104,312	269,312
FY 2016-17	165,000	96,888	261,888
FY 2017-18	175,000	89,463	264,463
FY 2018-19	180,000	81,588	261,588
FY 2019-20	190,000	73,488	263,488
FY 2020-21	200,000	65,888	265,888
FY 2021-22	210,000	57,888	267,888
FY 2022-23	215,000	49,278	264,278
FY 2023-24	225,000	40,463	265,463
FY 2024-25	240,000	31,125	271,125
FY 2025-26	250,000	21,165	271,165
FY 2026-27	260,000	10,790	270,790
BALANCE	**2,475,000**	**722,332**	**3,197,332**

$6.1 M 2007 G. O. BOND (Library)

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2015-16	305,000	207,281	512,281
FY 2016-17	330,000	195,463	525,463
FY 2017-18	345,000	182,675	527,675
FY 2018-19	375,000	169,306	544,306
FY 2019-20	395,000	154,775	549,775
FY 2020-21	425,000	139,469	564,469
FY 2021-22	450,000	123,000	573,000
FY 2022-23	480,000	105,563	585,563
FY 2023-24	510,000	86,843	596,843
FY 2024-25	540,000	66,953	606,953
FY 2025-26	565,000	45,623	610,623
FY 2026-27	590,000	23,305	613,305
			0
BALANCE	**5,310,000**	**1,500,254**	**6,810,254**

$6.9 M 2006C G.O. BOND (Library)

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2015-16	345,000	233,478	578,478
FY 2016-17	370,000	220,195	590,195
FY 2017-18	400,000	205,950	605,950
FY 2018-19	420,000	190,550	610,550
FY 2019-20	450,000	174,380	624,380
FY 2020-21	475,000	157,055	632,055
FY 2021-22	505,000	138,768	643,768
FY 2022-23	540,000	119,325	659,325
FY 2023-24	575,000	98,265	673,265
FY 2024-25	605,000	75,840	680,840
FY 2025-26	640,000	51,943	691,943
FY 2026-27	675,000	26,663	701,663
BALANCE	**6,000,000**	**1,692,410**	**7,692,410**

$3.5 M 2010 G.O. BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2015-16	135,000	132,423	267,423
FY 2016-17	140,000	129,655	269,655
FY 2017-18	145,000	125,945	270,945
FY 2018-19	150,000	122,103	272,103
FY 2019-20	155,000	117,528	272,528
FY 2020-21	160,000	112,258	272,258
FY 2021-22	170,000	106,418	276,418
FY 2022-23	180,000	99,533	279,533
FY 2023-24	190,000	92,243	282,243
FY 2024-25	195,000	83,218	278,218
FY 2025-26	210,000	73,955	283,955
FY 2026-27	220,000	63,980	283,980
FY 2027-28	230,000	53,530	283,530
FY 2028-29	245,000	41,340	286,340
FY 2029-30	260,000	28,355	288,355
FY 2030-31	275,000	14,575	289,575
BALANCE	**3,060,000**	**1,397,055**	**4,457,055**

$3.985 M 2012 G.O. REFUNDING (2004) BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2015-16	550,000	81,300	631,300
FY 2016-17	570,000	64,800	634,800
FY 2017-18	580,000	47,700	627,700
FY 2018-19	600,000	30,300	630,300
FY 2019-20	615,000	12,300	627,300
BALANCE	**2,915,000**	**236,400**	**3,151,400**

Narrative

(40) Capital Projects Fund

The Capital Projects Fund was established to ensure that the Village infrastructure is maintained or replaced to meet an acceptable level and to account for the acquisition, construction or replacement of fixed assets of governmental funds, with fund revenues coming from transfers from the General Fund.

(42) Redevelopment Fund

The Redevelopment Fund was established with the proceeds from the 1995 G.O. bond issue to account for redevelopment projects throughout the Village.

(44) Public Building Fund

The Public Building Fund was established with the proceeds from the 1996 G.O. bond issue and the 1998 G.O. bond, to account for the construction/renovation of the new Public Works, Village Hall/Police, and other public facilities.

(45) TIF #1 Fund

The TIF #1 Fund was established in 1994 to pay for infrastructure and housing improvements within Tax Increment Financing District (TIF) #1, known as the Army Trail/Mill Road redevelopment area. The district was closed the end of 2014, two years early.

(46) TIF #2 Fund

The TIF #2 Fund was established in 1994 to pay for infrastructure and housing improvements within Tax Increment Financing District (TIF) #2, known as the Michael Lane redevelopment area. Future expenditures are included that will fulfill the requirements of a consent decree

(47) TIF #3 Fund

The TIF #3 Fund was established in FY 2007 to pay for infrastructure and development improvements within Tax Increment Financing District (TIF) #3, known as the Town Center redevelopment area. The General Fund advanced monies for the purchase of property to be sold at a later date. Both the General and Redevelopment Funds will advance funds to cover expenses in TIF #3 as needed. In addition, funds can be transferred from the adjoining TIF #2 fund, if needed. As property tax increment revenues are received in the TIF funds, a balance sheet adjustment is made to increase cash and decrease the due from TIF funds amount in the General and Redevelopment Funds.

(48) TIF #4 Fund

The TIF #4 Fund was established in FY 2008 and covers a blighted area on Fullerton Avenue. The district was closed the end of 2014, sixteen years early.

Note: Due to the timing and nature of these funds, a five-year budget presentation is shown.

CAPITAL PROJECTS FUND (40)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
9940	**REVENUES**									
		INTERGOVERNMENTAL REVENUES								
3410	GRANTS - FED. CMAQ I-290 Ped Bridge									
	HMGP 2008 BUYOUTS	0	0	2,488,900	2,494,678	**0**	0	0	0	0
	HMGP 2010 BUYOUTS	0	0	661,100	0	**661,000**	0	0	0	0
3420	GRANTS - ST. OF ILLINOIS									
	MILL RD SIDEWALK	0	0	0	0	**0**	0	0	0	0
	DCEO 2008 BUYOUTS	0	0	829,600	0	**829,600**	0	0	0	0
	HUD/CDBG 2010 BUYOUTS	0	0	220,400	0	**110,000**	0	0	0	0
	SALT CREEK GREENWAY TRAIL	0	48,642	0	0	**0**	0	0	0	0
3430	GRANTS - LOCAL									
	DUPAGE FOREST PRESERVE	0	0	0	6,643	**0**	0	0	0	0
	I-290 PED BRIDGE (WOOD DALE)	0	0	0	0	**0**	0	0	0	0
3440	GRANT - CDBG									
	GREEN OAKS CT	0	0	0	0	**0**	0	0	0	0
	SUBTOTAL	0	48,642	4,200,000	2,501,321	**1,600,600**	0	0	0	0
		INTEREST INCOME								
3510	INVESTMENT INTEREST	42	9	0	3,078	**200**	0	0	0	0
	SUBTOTAL	42	9	0	3,078	**200**	0	0	0	0
		MISCELLANEOUS REVENUES								
3802	REIMB-INS CLAIM-PROPERTY	10,813	0	0	0	**0**	0	0	0	0
3868	IRMA COMP LOSS - NOISE WALL	0	0	0	62,800	**0**	0	0	0	0
3899	ACDC Reserve Contribution	0	0	0	0	**160,000**	320,000	160,000	0	0
	SUBTOTAL	10,813	0	0	62,800	**160,000**	320,000	160,000	0	0
		TRANSFERS IN								
3910	TRANSFER FROM GENERAL	0	0	0	0	**0**	0	0	0	0
3992	TRANSFER FROM DEBT SERVICE	0	0	0	0	**0**	0	0	0	0
3942	TRANSFER FROM REDVELOP.	10,000	0	0	0	**0**	0	0	0	0
3944	TRANSFER FROM PUBLIC BUILDING	0	0	100,000	100,000	**0**	0	0	0	0
	SUBTOTAL	10,000	0	100,000	100,000	**0**	0	0	0	0
	TOTAL REVENUES	20,855	48,651	4,300,000	2,667,199	**1,760,800**	320,000	160,000	0	0
9940	**EXPENDITURES**									
		SERVICES & CHARGES								
4160	PUBLICATION OF NOTICES	0	0	0	160	**0**	0	0	0	0
4180	REPAIRS & MAINTENANCE	8,102	15,280	0	200	**500**	0	0	0	0
	SUBTOTAL	8,102	15,280	0	360	**500**	0	0	0	0
		CAPITAL IMPROVEMENT PROJECTS								
4404	ACDC EXPANSION	0	0	0	0	**160,000**	1,425,600	0	0	0
4475	NOISE WALLS-REPAIR	2,651	10,614	0	51,506	**0**	0	0	0	0
4483	I-290 BRIDGE	0	5,073	0	0	**0**	0	0	0	0
4572	FEMA & STATE 08	0	7,000	3,311,500	1,397,536	**1,913,964**	0	0	0	0
4577	VILLAGE CONTRIB BUY OUTS	0	0	110,000	0	**0**	0	0	0	0
4578	BUSSE WOODS DAM MODIFICATION	0	0	12,500	0	**0**	0	0	0	0
4584	FEMA & STATE 10	0	0	861,500	0	**861,500**	0	0	0	0
	SUBTOTAL	2,651	22,687	4,295,500	1,449,042	**2,856,664**	0	0	0	0
	TOTAL EXPENDITURES	10,753	37,967	4,295,500	1,449,402	**2,935,964**	1,425,600	0	0	0
	FUND BALANCE, BEGINNING	41,955	52,057	62,741	62,741	**1,280,538**	105,374	(1,000,226)	(840,226)	(840,226)
	REV. OVER (UNDER) EXP.	10,102	10,684	4,500	1,217,797	**(1,175,164)**	(1,105,600)	160,000	0	0
	FUND BALANCE, ENDING	52,057	62,741	67,241	1,280,538	**105,374**	(1,000,226)	(840,226)	(840,226)	(840,226)

* Federal grant for 80% of engineering and construction.

** State grant for 80% of engineering, construction costs run through State and construction portion of expense shown equals 20% of total cost.

UNFUNDED PROJECTS:

This is a list of projects that will only be done when funding is avaiable and are not critical to daily operations. They are listed here for informational purposes only.

INDUSTRIAL REVITALIZATION PLAN	0	0	2,000,000	0	**2,000,000**	2,000,000	2,000,000	2,000,000	2,000,000

CAPITAL PROJECTS FUND

Notes

Revenues

3410 Grants – Federal

The Hazard Mitigation Grant Program (HMGP) administered by the Federal Emergency Management Agency (FEMA) assists the Village in purchasing approximately 14 flood prone homes from the 2008 and 2010 floods. The HMGP grant pays 75% of the costs and the Village is required to contribute the remaining 25%.

3420 Grants – State of Illinois

The Illinois Department of Commerce and Economic Opportunity (DECO) administers a grant that could assist the Village in funding the remaining 25% of the purchase of approximately 14 flood prone homes from the 2008 and 2010 floods.

Expenditures

4404 ACDC Expansion - Architect

The Addison Consolidated Dispatch Center is in the process of expanding the communities it will be providing service to. If they are successful, an expansion or new structure would be needed. This is funding needed for at a minimum architect fees and additional equipment.

4572 & 4584 FEMA & State 08 & 10

These accounts are for the purchase of approximately 14 flood prone homes from the 2008 and 2010 floods. These properties will be demolished and become open space.

4577 Village Contribution-Buyouts

This account represents the Village's share of costs incurred for purchasing the flood prone homes from the 2008 and 2010 floods.

REDEVELOPMENT FUND (42)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
9942	**REVENUES**									
		INTEREST INCOME								
3510	INVESTMENT INTEREST	856	158	0	0	**0**	0	0	0	0
	SUBTOTAL	856	158	0	0	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3899	MISCELLANEOUS REVENUES	0	2,671	0	112,700	**0**	0	0	0	0
	SUBTOTAL	0	2,671	0	112,700	**0**	0	0	0	0
		TRANSFERS IN								
3910	TRANSFER FROM GENERAL FUND	0	0	0	5,730	**0**	0	0	0	0
3992	TRANSFER FROM DEBT SERVICE	0	0	0	0	**0**	0	0	0	0
	SUBTOTAL	0	0	0	5,730	**0**	0	0	0	0
	TOTAL REVENUES	856	2,829	0	118,430	**0**	0	0	0	0
9942	**EXPENDITURES**									
		CAPITAL IMPROVEMENT PROJECTS								
	Transfers from TIF #1									
4429	STREET RESURFACING	0	0	0	0	**0**	0	0	0	0
	ARMY AT/AND MILL - WATERMAIN	0	0	0	0	**29,600**	0	0	0	0
	ARMY AT/AND MILL - ROAD	0	0	0	0	**34,400**	0	0	0	0
4498	WESTWOOD CREEK STABILIZATION	0	0	0	0	**48,700**	0	0	0	0
	SUBTOTAL - TIF #1 BALANCES	0	0	0	0	**112,700**	0	0	0	0
4479	SIDEWALK TRIP-HAZARD	105,253	0	0	0	**0**	0	0	0	0
	SUBTOTAL	105,253	0	0	0	**112,700**	0	0	0	0
		TRANSFERS OUT								
4910	TRANSFER (LOAN) TO GENERAL	0	0	0	0	**0**	0	0	0	0
4925	TRANSFER TO MFT FUND	0	0	0	0	**0**	0	0	0	0
4940	TRANSFER TO CAP PROJ	10,000	0	0	0	**0**	0	0	0	0
4950	TRANSFER TO WATER	839,000	0	0	0	**0**	0	0	0	0
	SUBTOTAL	849,000	0	0	0	**0**	0	0	0	0
	TOTAL EXPENDITURES	954,253	0	0	0	**112,700**	0	0	0	0
	FUND BALANCE, BEGINNING	944,838	(8,559)		(5,730)	**112,700**	0	0	0	0
	REV. OVER (UNDER) EXP.	(953,397)	2,829	0	118,430	**(112,700)**	0	0	0	0
	FUND BALANCE, ENDING	(8,559)	(5,730)		112,700	**0**	0	0	0	0

REDEVELOPMENT FUND

Notes

Revenues

The Redevelopment Fund does not have a dedicated source for revenues. A transfer was made in FY 2015 for open projects in TIF #1 that the Village is awaiting final bills from the State of Illinois. Once the transfer was made, the TIF district was closed.

Expenditures

The expenditures listed are for open projects from TIF #1 that the Village is awaiting final bills from the State of Illinois.

PUBLIC BUILDING FUND (44)

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9944		**REVENUES**							
			TAXES						
3031		SALES TAX INCREMENT	1,559,012	1,767,929	1,692,000	1,817,000	**1,871,500**	1,927,600	1,985,400
		SUBTOTAL	1,559,012	1,767,929	1,692,000	1,817,000	**1,871,500**	1,927,600	1,985,400
			INTEREST INCOME						
3510		INVESTMENT INTEREST	140	(56)	0	6	**0**	0	0
		SUBTOTAL	140	(56)	0	6	**0**	0	0
		TOTAL REVENUES	1,559,152	1,767,873	1,692,000	1,817,006	**1,871,500**	1,927,600	1,985,400
9944		**EXPENDITURES**							
			SERVICES & CHARGES						
4161		PUBLICATION OF NOTICES	0	0	0	0	**0**	0	0
4180		REPAIRS & MAINTENANCE	0	0	0	0	**0**	0	0
		SUBTOTAL	0	0	0	0	**0**	0	0
			CAPITAL IMPROVEMENT PROJECTS						
4404		*PUBLIC WORKS FACILITY:*	42,592	0	0	0	**0**	0	0
	IT	PW UPS	0	0	0	0	**45,000**	0	0
		PAINT PW BLDG	0	0	0	0	**0**	40,000	0
		SPOIL BIN COVERS	0	0	0	0	**80,000**	0	0
		SPOIL BIN TREATMENT	0	0	0	0	**30,000**	0	0
		SUBTOTAL - PUBLIC WORKS FACILITY	42,592	0	0	0	**155,000**	40,000	0
4405		*VILLAGE HALL/POLICE FACILITY:*	110,503	43,987	0	0	**0**	0	0
		HOT WATER COIL	0	0	14,000	12,700	**0**	0	0
		CHILLER COOLING REPAIR	0	0	7,000	6,200	**0**	0	0
		GUN RANGE HVAC	0	0	23,000	13,500	**0**	0	0
		GUN RANGE REPAIR	0	0	3,700	0	**0**	0	0
		PD EXIT LIGHTS	0	0	0	0	**0**	0	0
		GAZEBO PAINTING	0	0	5,000	5,300	**0**	0	0
		CARPET REPLACEMENT	0	0	0	0	**0**	0	0
		VARIABLE FREQ DRIVE	0	0	17,500	13,600	**0**	0	0
		ACDC AIR CONDITIONING	0	0	42,000	50,700	**0**	0	0
		PAVER BRICK REPAIRS	0	0	20,000	20,000	**0**	0	0
		SEALCOATING	0	0	15,000	11,000	**0**	0	0
	B/ G	HVAC CONTROL UPGRADE	0	0	75,000	105,000	**75,000**	0	0
	B/ G	ROTUNDA FLOOR RECONDITION	0	0	0	0	**32,000**	0	0
	B/ G	PD FLOOR TILE	0	0	0	0	**20,000**	0	0
	B/ G	VILLAGE HALL INTERIOR PAINTING	0	0	0	0	**20,000**	0	0
	B/ G	VILLAGE HALL HUMIDIFICATION	0	0	0	0	**10,000**	0	0
	B/ G	ELEVATOR CODE COMPLIANCE	0	0	0	0	**10,000**	0	0
	B/ G	FOUNTAIN REPAIRS	0	0	0	0	**3,000**	0	0
	B/ G	CC TV Surveilance	0	0	0	0	**0**	45,000	0
	B/ G	IRRIGATION SYSTEM	0	0	0	0	**0**	5,400	0
	B/ G	PARKING LOT SEALCOAT	0	0	0	0	**0**	15,000	0
	IT	PHONE SWITCH	0	0	0	0	**14,000**	11,000	11,000
	POL	I-RECORD	0	0	0	0	**20,000**	0	0
	POL	COPIER	0	0	0	0	**8,200**	0	0
		SUBTOTAL- VILLAGE HALL/POLICE FACILITY	153,095	43,987	222,200	238,000	**212,200**	116,400	11,000

PUBLIC BUILDING FUND (44)

Budget (Cont'd)

ACCT. NO.		ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9944		**EXPENDITURES (Cont'd)**							
			CAPITAL IMPROVEMENT PROJECTS (CONT'D)						
4413		*HISTORICAL BUILDINGS*	0	0	0	0	**0**	0	0
		MUSEUM FURNACE	0	0	4,200	4,400	**0**	0	0
		TUCK POINTING	0	0	4,000	5,600	**0**	0	0
		SIDING - GARAGE	0	0	0	0	**7,400**	0	0
		ROOF	0	0	4,000	5,700	**0**	0	0
	CR	HISTORICAL SIGN	0	0	0	0	**25,000**	0	0
		BUILDING PAINTING	0	0	31,700	29,200	**0**	0	0
		SUBTOTAL- HISTORICAL BUILDINGS	0	0	43,900	44,900	**32,400**	0	0
4450		*DRISCOLL PROPERTY*	0	9,485	0	137,400	**0**	0	0
		SUBTOTAL- DRISCOLL PROPERTY	0	9,485	0	137,400	**0**	0	0
4537		*SEWER AND WASTEWATER FACILITIES*							
	W/S	CSO WETWELL ENTRANCE DOOR	0	0	0	0	**2,700**	0	0
	W/S	REPLACE VARIOUS EXTERIOR DOORS & FRAMI	0	0	0	0	**7,000**	0	0
	W/S	AJL NORTH ENTRANCE GATE	0	0	0	0	**3,000**	0	0
	W/S	AJL LIGHTING FIXTURES FOR BUILDINGS	0	0	0	0	**4,000**	0	0
	W/S	NTP LIGHTING FIXTURES	0	0	0	0	**0**	10,100	0
	W/S	NTP GRIT ROOM DOOR AND OPENER	0	0	0	0	**0**	0	9,800
	W/S	EMPLOYEE BREAK ROOM	0	0	0	0	**0**	0	7,500
		SUBTOTAL - SEWER AND WASTEWATER	0	0	0	0	**16,700**	10,100	17,300
		SUBTOTAL - CAPITAL IMPROVEMENT	153,095	53,472	266,100	420,300	**416,300**	126,500	28,300
			TRANSFERS OUT						
4910		TRANSFER TO GENERAL FUND	124,000	300,000	100,000	100,000	**500,000**	500,000	600,000
4940		TRANSFER TO CAPITAL PROJECTS	0	0	100,000	70,000	**0**	0	0
4947		TRANSFER TO TIF #3	0	0	0	0	**70,000**		
4950		TRANSFER TO WATER/SEWER	201,000	0	0	0	**0**	0	0
4992		TRANSFER TO DEBT SERVICE	1,300,000	1,200,000	1,200,000	1,200,000	**1,200,000**	1,300,000	1,300,000
		SUBTOTAL - TRANSFERS OUT	1,625,000	1,500,000	1,400,000	1,370,000	**1,770,000**	1,800,000	1,900,000
		TOTAL EXPENDITURES	1,778,095	1,553,472	1,666,100	1,790,300	**2,186,300**	1,926,500	1,928,300
		FUND BALANCE, BEGINNING	311,618	92,675		307,076	**333,782**	18,982	20,082
		REV. OVER (UNDER) EXP.	(218,943)	214,401	25,900	26,706	**(314,800)**	1,100	57,100
		FUND BALANCE, ENDING	92,675	307,076		333,782	**18,982**	20,082	77,182

PUBLIC BUILDING FUND

Notes

Revenues

3031 Sales Tax Increment

A home rule sales tax of .25% was passed in 1996 to cover the debt service issued to fund the building of a new Public Works Facility and a new Village Hall.

Expenditures

4404 Public Works Facility

This accounts for maintenance and upgrades to the building and storage areas.

4405 Village Hall/Police Facility

This accounts for renovations and maintenance to the Village Hall.

4413 Historical Buildings

This accounts for renovations and additions to the historical district.

4537 Sewer and Wastewater Facilities

This accounts for renovations and repairs to the sewer and wastewater facilities.

4910 Transfer to General Fund

Transfer of funds to assist with various repairs and maintenance projects for Village Hall and the Police Facility.

4940 Transfer to Capital Projects Fund

Transfer of funds to assist with purchase of FEMA Buyouts.

4947 Transfer to TIF #3

Transfer of funds to assist with redevelopment in the TIF district.

4992 Transfer to Debt Service

Transfer of sales tax increment to debt service to cover repayment of the bonds issued for the construction of the Public Works facility and the Village Hall.

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TIF #1

Narrative

This fund is used to pay for infrastructure and housing improvements within Tax Increment Financing District (TIF) #1, known as the Army Trail/Mill Road redevelopment area. This area encompasses 62 acres and includes vacant property and distressed commercial and multi-family properties. TIF #1 was established in 1994 as an economic development financing tool that uses the property tax base to provide funding for qualifying public projects within the redevelopment area. Property tax revenues received in the base year (1994), versus the increased property taxes received in subsequent years after improvements are made, results in a property tax increment which is used to finance public improvements.

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 final project in this TIF District was completed in FY 2015. This TIF was closed, monies for final bills to be sent by the State at a future time was transferred to the Redevelopment Fund for future payment. The remaining balance of $1,386,564 was returned to DuPage County, which in turn forwarded the excess to the affected taxing bodies.

TIF #1 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			0	@ 4/30/15

TIF #1 - GREEN OAKS (45)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**
9945	**REVENUES**					
		TAXES				
3006	PROPERTY TAX INCREMENT	966,664	851,400	830,400	822,208	**0**
	SUBTOTAL	966,664	851,400	830,400	822,208	**0**
		INTEREST INCOME				
3510	INVESTMENT INTEREST	403	283	0	162	**0**
3520	INTEREST ON PROPERTY TAX	6	6	0	12	**0**
	SUBTOTAL	409	289	0	174	**0**
	TOTAL REVENUES	967,073	851,689	830,400	822,382	**0**
9945	**EXPENDITURES**					
		SERVICES & CHARGES				
4101	PROF SVCS.-AUDIT	240	293	300	246	**0**
4194	PERMIT FEE PAYMENTS	0	6,996	0	0	**0**
1199	OTHER SERVICES AND CHARGES	0	0	0	0	**0**
	SUBTOTAL	240	7,289	300	246	**0**
		CAPITAL IMPROVEMENT PROJECTS				
4429	STREET RESURFACING	0	0	0	0	**0**
	ARMY AT/AND MILL - WATERMAIN	0	0	29,600	0	**0**
	ARMY AT/AND MILL - ROAD	0	0	34,400	0	**0**
4498	WESTWOOD CREEK STABILIZATION	0	91,741	1,338,800	716,857	**0**
	SUBTOTAL	0	91,741	1,402,800	716,857	**0**
		TRANSFERS OUT				
4940	TRANSFER TO CAPITAL PROJECTS FOR FUTURE PAYMENT - TIF CLOSED					
	ARMY AT/AND MILL - WATERMAIN	0	0	0	29,600	**0**
	ARMY AT/AND MILL - ROAD	0	0	0	34,400	**0**
	WESTWOOD CREEK STABLZN	0	0	0	48,700	**0**
	SUBTOTAL - TR TO CAP PROJ	0	0	0	112,700	**0**
	CLOSE FUND TRANSFER TO COUNTY	0	0	0	**1,386,564**	**0**
	TOTAL EXPENDITURES	240	99,030	1,403,100	2,216,367	**0**
	FUND BALANCE, BEGINNING	(325,507)	641,326		1,393,985	**0**
	REV. OVER (UNDER) EXP.	966,833	752,659	(572,700)	(1,393,985)	**0**
	FUND BALANCE, ENDING	641,326	1,393,985		0	**0**

This TIF was closed effective 12/31/14.

Notes

Revenues

3006 Property Tax Increment

Represents the difference between the 1994 base year versus current year property tax valuation. The increment receipts are due to development of the Town and Country townhomes on the previously vacant Moody Bible Institute property. Additional increases are due to the demolition and redevelopment of the underutilized Army Trail Plaza shopping center, into a mixed-use development including townhomes and a corner commercial retail complex. The construction of the Mill Creek condominiums on a parcel that was previously owned by Com Ed, also adds to these receipts. One offset to these increases is the demolition of apartment buildings in the center core of the Green Oaks apartment complex. This vacant area has been developed as a park area for the neighborhood. Additional offsets are improvements to the area including Westwood Creek stabilization, stream flow improvements and future street resurfacing.

Expenses

This TIF district was closed in FY 2015.

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TIF #2

Narrative

This fund is used to pay for infrastructure and housing improvements within Tax Increment Financing District (TIF) #2, known as the Michael Lane redevelopment area. This area encompasses 55 acres and includes commercial retail centers along with multi-family dwellings. TIF #2 was established in 1994 as an economic development financing tool. (See TIF #1 narrative for a brief description of TIF's). To date, there has been limited activity in TIF #2. Future projects will depend on the cash flow from property tax increment revenues.

TIF #2 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			389,757	@ 4/30/15
2015-16	240,000	625,300	4,457	
2016-17	240,000	214,300	30,157	
2017-18	240,000	200,300	69,857	

TIF #2 - MICHAEL LANE (46)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9946	**REVENUES**							
		TAXES						
3006	PROPERTY TAX INCREMENT	341,263	281,640	281,600	245,374	**240,000**	240,000	240,000
	SUBTOTAL	341,263	281,640	281,600	245,374	**240,000**	240,000	240,000
		INTEREST INCOME						
3510	INVESTMENT INTEREST	3,335	819	0	32	**0**	0	0
3520	INTEREST ON PROPERTY TAX	3	7	0	4	**0**	0	0
	SUBTOTAL	3,338	826	0	36	**0**	0	0
	TOTAL REVENUES	344,601	282,466	281,600	245,410	**240,000**	240,000	240,000
9946	**EXPENDITURES**							
		SERVICES & CHARGES						
4101	PROF SVCS.-AUDITING	240	293	300	246	**300**	300	300
4103	PROF SVCS.-LEGAL	540	0	0	0	**0**	0	0
4110	TECH. & CONSULT. SVCS.	2,000	0	0	0	**0**	0	0
4123	REAL ESTATE TAXES	0	2,848	0	0	**0**	0	0
4199	OTHER SERVICES & CHARGES	20,000	1,604	0	0	**0**	0	0
	IRON MTN STORAGE	0	0	0	1,704	**0**	0	0
	FACADE IMPRVMNTS	0	0	200,000	0	**200,000**	0	0
	SUBTOTAL	22,780	4,745	200,300	1,950	**200,300**	300	300
		CAPITAL IMPROVEMENT PROJECTS						
4304	EQUIPMENT	0	9,975	0	0	**0**	0	0
4306	LAND ACQUISITION	0	982,580	0	0	**0**	0	0
4307	PARK DEVELOPMENT	0	15,000	287,000	119,194	**0**	0	0
	SUBTOTAL	0	1,007,555	287,000	119,194	**0**	0	0
		MISCELLANEOUS EXPENSES						
4839	DEV. INCENTIVE/ LAND ACQ	0	2,500	0	0	**0**	50,000	200,000
	SUBTOTAL	0	2,500	0	0	**0**	50,000	200,000
		TRANSFERS OUT						
4947	TRANSFER TO TIF #3	1,020,000	250,000	0	0	**425,000**	164,000	0
	SUBTOTAL	1,020,000	250,000	0	0	**425,000**	164,000	0
	TOTAL EXPENDITURES	1,042,780	1,264,800	487,300	121,144	**625,300**	214,300	200,300
	FUND BALANCE, BEGINNING	1,946,004	1,247,825		265,491	**389,757**	4,457	30,157
	REV. OVER (UNDER) EXP.	(698,179)	(982,334)	(205,700)	124,266	**(385,300)**	25,700	39,700
	FUND BALANCE, ENDING	1,247,825	265,491		389,757	**4,457**	30,157	69,857

This TIF is expected to run out and be retired in 2017.

Notes

Revenues

3006 Property Tax Increment

This account represents the difference between the 1994 base year versus current year property tax valuation. The increment receipts are due to normal building assessment increases from year to year. There have been no major developments in the Michael Lane TIF #2 at this time.

Expenditures

4199 Other Services & Charges

Includes Village funds for façade improvements and auditing fees associated with the annual audit and preparation of the TIF reports.

4947 Transfer to TIF #3

Transfer of funds to the adjoining/adjacent TIF district for Economic Development.

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Narrative

This fund is used to pay for infrastructure and development improvements within Tax Increment Financing District (TIF) #3, known as the Town Center redevelopment area. This area encompasses approximately 125 acres and includes primarily commercial retail centers along with limited residential dwellings. The Village Board established this TIF District in mid FY 2007. (See TIF #1 narrative for a brief description of TIF's). The Redevelopment Fund will advance funds as it did with TIF #1 and TIF #2. In addition, the General Fund advanced funds to purchase a vacant commercial/industrial property to bank the land. When surrounding properties become available, the Village will sell the parcel for use as outlined in the Town Center Plan. It is anticipated that the remainder of the loan from the General Fund will be repaid when the property is sold, or at such time the incremental tax funds are not needed to stimulate development according to the TIF #3 plan. As property tax increment revenues are received in the TIF fund, a balance sheet adjustment will be made to increase cash and decrease the due from TIF funds amount in the General and Redevelopment Funds – excluding the loan from the General Fund. It is anticipated that the majority of development in this district will come from private funding sources.

TIF #3 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			148,197	@ 4/30/15
2015-16	504,100	495,300	156,997	
2016-17	173,100	164,300	165,797	
2017-18	9,100	300	174,597	
2018-19	9,100	300	183,397	
2019-20	9,100	300	192,197	
2020-21	45,000	300	236,897	
2021-22	45,000	300	281,597	
2022-23	45,000	300	326,297	
2023-24	45,000	300	370,997	
2024-25	45,000	300	415,697	
2025-26	45,000	300	460,397	
2026-27	45,000	300	505,097	
2027-28	45,000	300	549,797	
2028-29	45,000	300	594,497	
2029-30	45,000	300	639,197	
2030-31	45,000	300	683,897	

TIF # 3 - TOWN CENTER (47)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
9947	**REVENUES**									
		TAXES								
3006	PROPERTY TAX INCREMENT	45,541	16,110	16,100	12,100	**9,100**	9,100	9,100	9,100	9,100
	SUBTOTAL	45,541	16,110	16,100	12,100	**9,100**	9,100	9,100	9,100	9,100
		INTEREST INCOME								
3510	INVESTMENT INTEREST	(119)	35	0	12	**0**	0	0	0	0
3520	INTEREST ON PROPERTY TAX	1	0	0	0	**0**	0	0	0	0
	SUBTOTAL	(118)	35	0	12	**0**	0	0	0	0
		TRANSFERS IN								
3946	TRANSFER FROM TIF #2	1,020,000	250,000	0	0	**425,000**	164,000	0	0	0
3947	TRANSFER FROM PBF	0	0	0	0	**70,000**	0	0	0	0
	SUBTOTAL	1,020,000	250,000	0	0	**495,000**	164,000	0	0	0
	TOTAL REVENUES	1,065,423	266,145	16,100	12,112	**504,100**	173,100	9,100	9,100	9,100
9947	**EXPENDITURES**									
		SERVICES & CHARGES								
4101	PROF SVCS.-AUDITING	240	293	300	246	**300**	300	300	300	300
4199	OTHER SERVICES & CHARGES	0	0	0	0	**0**	0	0	0	0
	JOHN'S PLAZA	0	0	40,000	0	**0**	0	0	0	0
	LEN'S	0	80,000	40,000	0	**0**	0	0	0	0
	KRAGE	0	20,000	0	0	**0**	0	0	0	0
	SUBTOTAL	240	100,293	80,300	246	**300**	300	300	300	300
		CAPITAL IMPROVEMENT PROJECTS								
4538	GREEN MEADOW REDEVELOPMENT	0	56,168	150,000	27,800	**145,000**	144,000	0	0	0
	JOHNS PLAZA	0	0	0	0	**150,000**	0	0	0	0
	VILLAGE GREEN	0	0	0	0	**200,000**	20,000			
	SUBTOTAL	0	56,168	150,000	27,800	**495,000**	164,000	0	0	0
	TOTAL EXPENDITURES	240	156,461	230,300	28,046	**495,300**	164,300	300	300	300
	FUND BALANCE, BEGINNING	(1,010,736)	54,447	164,131	164,131	**148,197**	156,997	165,797	174,597	183,397
	REV. OVER (UNDER) EXP.	1,065,183	109,684	(214,200)	(15,934)	**8,800**	8,800	8,800	8,800	8,800
	FUND BALANCE, ENDING	54,447	164,131	(50,069)	148,197	**156,997**	165,797	174,597	183,397	192,197
	Loan FY 2008/Beg Bal	1,020,000	1,020,000	0	0	**0**	0	0	0	0
	- Partial Repmt of loan	0	(1,020,000)	0	0	**0**	0	0	0	0
	Remaining Balance due to General Fund	1,020,000	0	0	0	**0**	0	0	0	0

Notes

Revenues

3006 Property Tax Increment

This account represents the difference between the 2007 base year versus current year property tax valuation. The increment receipts are due to normal building assessment increases from year to year. There have been no major developments in the Town Center TIF #3 at this time.

3946 – Transfer from TIF #2

Accounts for funds transferred from an adjoining TIF district.

3947 – Transfer from Public Building Fund

Accounts for the transfer of funds from the Public Building Fund.

Expenses

4101 Professional Services – Auditing

Auditing fees associated with the annual audit and preparation of the TIF reports.

4199 Other Services & Charges

Village contribution for property improvements at John's Plaza and Len's Hardware.

4538 Green Meadow Redevelopment

Improvements to the Green Meadow Shopping Center, John's Plaza and the Village Green.

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Narrative

The TIF #4 Fund was established in FY 2008 and covers a blighted area on Fullerton Avenue. TIF #4 was expected to enter into a redevelopment agreement with a local developer and provide incentives to mitigate poor soils in the area; however, with the downturn in the housing market, no agreements are expected in the near future.

This fund was closed in FY 2015, sixteen years early.

TIF #4 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			0	@ 4/30/15

TIF # 4 - FULLERTON (48)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**
9948	**REVENUES**					
		TAXES				
3006	PROPERTY TAX INCREMENT	0	0	0	0	**0**
	SUBTOTAL	0	0	0	0	**0**
		INTEREST INCOME				
3510	INVESTMENT INTEREST	6	1	0	1	**0**
	SUBTOTAL	6	1	0	1	**0**
		TRANSFERS IN				
3942	TRANSFER FROM REDEVELOPMENT	0	0	0	0	**0**
	SUBTOTAL	0	0	0	0	**0**
	TOTAL REVENUES	6	1	0	1	**0**
9948	**EXPENDITURES**					
		SERVICES & CHARGES				
4103	PROF SERVICES - LEGAL	0	0	0	0	**0**
4110	TECHNICAL & CONSULTING	0	0	0	0	**0**
4199	OTHER SERVICES AND CHARGES	0	0	0	0	**0**
	SUBTOTAL	0	0	0	0	**0**
		MISCELLANEOUS EXPENDITURES				
	CLOSE FUND - TRANSFER TO COUNTY	0	0	0	6,675	**0**
	TOTAL EXPENDITURES	0	0	0	6,675	**0**
	FUND BALANCE, BEGINNING	6,667	6,673	6,674	6,674	**0**
	REV. OVER (UNDER) EXP.	6	1	0	(6,674)	**0**
	FUND BALANCE, ENDING	6,673	6,674	6,674	0	**0**

This TIF was closed effective 12/31/14

NOTES

Revenues

3006 Property Tax Increment

Represents the difference between the 2008 base year versus current year property tax valuation. The increment receipts are due to normal building assessment increases from year to year. There have been no major developments in the Fullerton TIF #4 at this time.

POLICE PENSION FUND

Narrative

This fund provides retirement, disability, and death benefits to all eligible members of the Police Pension Fund by investing funds to maximize interest earnings, while preserving the safety and liquidity of the Fund's investments. The Police Pension Fund assets are governed by an independent board consisting of five members.

Police sworn personnel are covered by this plan. Although it is a single-employer pension plan, the defined benefits and employee and employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3 -1) and may be amended only by the Illinois Legislature. The Village accounts for the plan as a pension trust. The State passed legislation that became effective with new hires after 1/1/11 whereby a second tier of participants has been added. The State Statute limits the type of investments and the weight of those investments within the fund.

POLICE PENSION (70)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9970	**REVENUES**							
		INTEREST INCOME						
3510	INVESTMENT INTEREST	841,449	1,199,991	900,000	900,000	**900,000**	900,000	900,000
	SUBTOTAL	841,449	1,199,991	900,000	900,000	**900,000**	900,000	900,000
		MISCELLANEOUS REVENUES						
3875	GAIN SALE OF INVESTMENTS	1,860,847	2,690,790	1,000,000	1,000,000	**1,000,000**	1,000,000	1,000,000
3880	EMPLOYEE CONTRIBUTIONS	522,726	536,974	525,000	570,500	**587,600**	605,200	623,400
3881	EMPLOYER CONTRIBUTIONS	1,930,808	2,152,219	2,257,300	2,273,023	**2,718,300**	2,848,800	2,985,500
3899	MISCELLANEOUS REVENUES	19,432	0	0	0	**0**	0	0
	SUBTOTAL	4,333,813	5,379,983	3,782,300	3,843,523	**4,305,900**	4,454,000	4,608,900
	TOTAL REVENUES	5,175,262	6,579,974	4,682,300	4,743,523	**5,205,900**	5,354,000	5,508,900
9970	**EXPENDITURES**							
		PERSONAL SERVICES						
4014	PENSION PAYMENTS	2,502,871	2,778,351	2,835,668	3,147,400	**3,241,800**	3,339,100	3,439,300
4028	OTHER PENSION PAYMENTS	25,582	0	0	111,000	**0**	0	0
	SUBTOTAL	2,528,453	2,778,351	2,835,668	3,258,400	**3,241,800**	3,339,100	3,439,300
		SERVICES & CHARGES						
4101	PROF SVCS.-ACCTNG/AUDITING	3,500	3,500	3,500	3,500	**5,500**	5,500	5,500
4103	PROF SVCS.-LEGAL	7,411	8,969	6,800	6,800	**6,000**	6,000	6,000
4107	PROF SVCS.-MEDICAL	6,268	10,230	0	0	**0**	0	0
4110	TECH & CONSULT SERVICES	45,415	72,959	70,700	75,500	**75,500**	75,500	75,500
4163	CONFERENCES	0	3,997	200	200	**200**	200	200
4192	DUES/SUBSCRIPTIONS	1,025	775	800	800	**800**	800	800
4199	OTHER SERVICES & CHARGES	0	0	6,000	6,000	**0**	0	0
	SUBTOTAL	63,619	100,430	88,000	92,800	**88,000**	88,000	88,000
		MISCELLANEOUS EXPENSES						
4880	INVESTMENT FEES (St of IL)	32,200	6,335	24,000	6,964	**7,000**	7,000	7,000
	SUBTOTAL	32,200	6,335	24,000	6,964	**7,000**	7,000	7,000
		TRANSFERS OUT						
4901	TRANSFER TO GENERAL FUND	2,500	2,500	2,500	2,500	**2,500**	2,500	2,500
	SUBTOTAL	2,500	2,500	2,500	2,500	**2,500**	2,500	2,500
	TOTAL EXPENDITURES	2,626,772	2,887,616	2,950,168	3,360,664	**3,339,300**	3,436,600	3,536,800
	FUND BALANCE, BEGINNING	32,264,490	34,812,980	38,505,338	38,505,338	**39,888,197**	41,754,797	43,672,197
	REV. OVER (UNDER) EXP.	2,548,490	3,692,358	1,732,132	1,382,859	**1,866,600**	1,917,400	1,972,100
	FUND BALANCE, ENDING	34,812,980	38,505,338	40,237,470	39,888,197	**41,754,797**	43,672,197	45,644,297

Notes

Expenditures

4014 Pension Payments

Budgeted amounts are based upon scheduled monthly pension payroll payments.

4101 Professional Services – Accounting/Auditing

This line item includes the annual actuarial report fees which previously were included in account 4110.

4110 Technical & Consulting Services

This line item includes the cost of entry level police officer testing and police sergeant promotional testing. Also included are fees for an Investment Advisor.

4880 Investment Fees

This line item includes fees for the Manager of the government securities portion of the portfolio.

4901 Transfer to General Fund

Payment to the Village for assuming the duties of tracking individual pension accounts and preparing the pension fund's annual report to the Illinois Department of Insurance.

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MOTOR FUEL TAX FUND

Narrative

This fund accounts for the maintenance and improvement of Village-owned streets. Financing is provided by the Village's share of state motor fuel tax allotments, federal grants, and beginning January 1, 2012 a .25% percent home rule sales tax. State law requires Motor Fuel Tax allotments to be used to maintain streets.

MOTOR FUEL TAX FUND (25)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
9925	**REVENUES**									
		TAXES								
3031	SALES TAX INCREMENT	1,559,012	1,767,929	1,692,000	1,817,000	**1,871,500**	1,927,600	1,985,400	2,045,000	2,106,400
3060	MOTOR FUEL TAX	896,491	912,017	903,000	897,800	**903,000**	903,000	903,000	903,000	903,000
	ADD'TL MFT ALLOCATION	160,445	320,890	0	160,445	**0**	0	0	0	0
	SUBTOTAL	2,615,948	3,000,836	2,595,000	2,875,245	**2,774,500**	2,830,600	2,888,400	2,948,000	3,009,400
		INTERGOVERNMENTAL REVENUES								
3420	GRANTS-STATE OF ILLINOIS	100,000	4,058	0	0	**0**	0	0	0	0
3440	GRANT-CDBG	0	0	150,000	0	**300,000**	58,000	0	0	0
	SUBTOTAL	100,000	4,058	150,000	0	**300,000**	58,000	0	0	0
		INTEREST INCOME								
3510	INVESTMENT INTEREST	139	(13)	0	0	**0**	0	0	0	0
	SUBTOTAL	139	(13)	0	0	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3826	WAL-MART SIGNAL REIMB	0	0	0	322,200	**0**	0	0	0	0
3899	MISCELLANEOUS REVENUES - Wood Dale	1,625	28	0	0	**0**	0	0	0	0
	SUBTOTAL	1,625	28	0	322,200	**0**	0	0	0	0
		TRANSFERS IN								
3940	TRANSFER FROM CAPITAL PROJECTS	0	0	0	0	**0**	0	0	0	0
3942	TRANSFER FROM REDEV	0	0	0	0	**0**	0	0	0	0
3992	TRANSFER FROM DEBT	0	0	0	0	**0**	0	0	0	0
	SUBTOTAL	0	0	0	0	**0**	0	0	0	0
	TOTAL REVENUES	2,717,712	3,004,909	2,745,000	3,197,445	**3,074,500**	2,888,600	2,888,400	2,948,000	3,009,400
9925	**EXPENDITURES**									
		SERVICES & CHARGES								
4110	TECH. & CONSULT. SVCS.	1,500	0	0	0	**0**	0	0	0	0
	SUBTOTAL	1,500	0	0	0	**0**	0	0	0	0
		CAPITAL IMPROVEMENT PROJECTS								
4401	STREET MAINT. PROGRAM	1,981,348	1,907,754	2,000,000	1,798,100	**2,669,300**	2,500,000	2,401,391	2,500,000	2,500,000
4404	PW DRIVEWAY OVERLAY	0	32,070	0	0	**0**	0	0	0	0
4414	ADDISON ROAD RESURF**	0	1,598	29,800	0	**0**	0	0	0	0
4415	MILL RD:LAKE - ARMY TRAIL**	0	0	29,500	0	**29,500**	0	0	0	0
4416	SWIFT ROAD RESURFACE (State is lead)**	92,511	153,861	312,300	239,000	**79,000**	0	0	0	0
4416	SWIFT - PHASE II**	0	0	593,800	377,500	**107,500**	109,000	0	0	0
4420	FLLRTN INTERSEC./SIGNAL**	0	388,851	0	0	**0**	0	0	0	0
4425	GRACE ST RESURF**	0	(4,966)	0	0	**0**	0	0	0	0
4426	RT 53: ARMY TRAIL - LAKE ST	390,195	0	0	0	**0**	0	342,200	0	0
4429	IOWA - RESURFACING***	0	0	0	0	**116,000**	0	0	0	0
4429	ALLEYS	0	0	0	0	**70,600**	0	0	0	0
4459	MFT SIDEWALK PROGRAM	0	47,139	85,000	54,100	**85,000**	85,000	85,000	85,000	85,000
4479	SIDEWALK PROGRAM	0	131,929	100,000	87,900	**100,000**	100,000	100,000	100,000	100,000
4573	ARDMORE	0	0	99,000	0	**174,000**	17,400	0	0	0
4574	WEST GRAUES LAKE TERRACE RESURF	0	0	252,000	209,100	**0**	0	0	0	0
4575	ADA SIDEWALK COMPLIANCE	0	0	50,000	13,400	**50,000**	50,000	50,000	50,000	50,000
4576	IDOT LED UPGRADE	0	3,448	0	0	**0**	0	0	0	0
	SUBTOTAL	2,464,054	2,661,684	3,551,400	2,779,100	**3,480,900**	2,861,400	2,978,591	2,735,000	2,735,000
	TOTAL EXPENDITURES	2,465,554	2,661,684	3,551,400	2,779,100	**3,480,900**	2,861,400	2,978,591	2,735,000	2,735,000
	FUND BALANCE, BEGINNING	469,563	721,721		1,064,946	**1,483,291**	1,076,891	1,104,091	1,013,900	1,226,900
	REV. OVER (UNDER) EXP.	252,158	343,225	(806,400)	418,345	**(406,400)**	27,200	(90,191)	213,000	274,400
	FUND BALANCE, ENDING*	721,721	1,064,946		1,483,291	**1,076,891**	1,104,091	1,013,900	1,226,900	1,501,300

****** Federal STP grant for 70% of total cost, expense reflects 30 % charged to Village.
*******50% CDBG - 50% Village

Notes

Revenues

3031 Home Rule Sales Tax

The Village passed a .25% home rule sales tax effective January 1, 2012 to fund continuing road improvements.

3060 Motor Fuel Tax

This tax is collected by the State and shared with local governments to be used for the construction and maintenance of highways. All municipal funds are distributed on the basis of population.

3440 Grant – CDBG

The Village expects to be eligible for a Community Development Block Grant for the Iowa Resurfacing Project.

Expenditures

4401 Street Maintenance Program

This account represents the annual program to reconstruct or repave local streets. A recent analysis of street conditions has estimated annual replacement cost at $1.04 million annually, as funding is available.

4414 Addison Road Resurfacing
4415 Mill Rd – Lake – Army Trail – JFK Blvd

Projects where the State is the lead and the Village is waiting for final invoices.

4416 Swift Rd Resurface and Swift Road Phase II

A road project with the State as lead. Phase II includes funding for engineering.

4429 Iowa Resurfacing
4573 Ardmore

Road projects to improve local roads.

4459 MFT Sidewalk Program

Funding for sidewalk replacement on streets that are included in the annual replacement.

Expenditures (Cont'd)

4479 Sidewalk Program

Annual Program to replace aging and trip hazard sidewalks.

4575 ADA Sidewalk Compliance

Annual program to bring sidewalk intersections into ADA compliance.

COMMUNITY DAYS

Narrative

This fund was established to account for revenues and expenditures of the annual Community Days festival. For over 25 years, Community Days was held at the Village Hall and was previously sponsored by the Community Council of Addison, a local not-for-profit organization. The event was cancelled in 2006 due to the reconstruction of Lake Street. In addition, the Community Council informed the Village that it was disbanding due to a loss of volunteers. In 2006, the Village Board appointed a new Special Events Commission, to work with the Village on reorganizing the festival. The new Community Days festival featured upgraded entertainment, similar to that offered by neighboring communities. The Village received corporate sponsorships to pay for some of these increased costs.

Due to the economic downturn and uncertainty of the timing of the rebound, the board cancelled Community Days in 2009 and in 2010. Although this fund was created to record the operations of Community Days, it was used for other Community Events that were planned. Fiscal 2011 and 2012 included a Circus that the Village hosted. Local civic organizations sold tickets with a portion of the proceeds of the tickets going back to the organization that sold the ticket.

The board has included budgeted funds in the General Fund Community Relations Department for the weekly summer events which include music, food and special event nights such as car and motorcycle shows and a battle of the bands. These events are free to the community (except food and beverage purchases from local vendors) and are well attended.

COMMUNITY DAYS FUND (26)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2014-15 EST ACT	**2015-16 BUDGET**	2016-17 BUDGET	2017-18 BUDGET
9926	**REVENUES**							
		INTEREST						
3510	INVESTMENT INCOME	6	1	0	1	**0**	0	0
	SUBTOTAL	6	1	0	1	**0**	0	0
		MISCELLANEOUS REVENUES						
3899	CIRCUS REVENUES	0	0	0	0	**0**	0	0
	SUBTOTAL	0	0	0	0	**0**	0	0
		TRANSFERS IN						
3910	TRANSFER FROM GENERAL FUND	0	0	0	0	**0**	0	0
	SUBTOTAL	0	0	0	0	**0**	0	0
	TOTAL REVENUES	6	1	0	1	**0**	0	0
9926	**EXPENDITURES**							
		SUPPLIES & MATERIALS						
4299	OTHER OPER. SUPPLIES - Circus	0	0	0	0	**0**	0	0
	SUBTOTAL	0	0	0	0	**0**	0	0
	TOTAL EXPENDITURES	0	0	0	0	**0**	0	0
	FUND BALANCE, BEGINNING	6,399	6,405	6,406	6,406	**6,407**	6,407	6,407
	REV. OVER (UNDER) EXP.	6	1	0	1	**0**	0	0
	FUND BALANCE, ENDING	6,405	6,406	6,406	6,407	**6,407**	6,407	6,407

DEPARTMENT DIRECTORY

Fund	Organization Number	Department/Division
General	1012	Administration
	1021	Cultural Arts Commission
	1022	Historical Commission
	1023	Blood Bank Commission
	1028	Senior Citizen Commission
	1029	Police Commission
	1040	Finance
	1050	Community Relations
	1060	Building & Grounds
	1510	Police
	1520	Henry Hyde Resource Center
	1530	Consolidated Dispatch Center
	2010	Community Development
	2510	Electrical & Forestry
	2520	Street
	2600	General Ledger
Water & Sewer	5010	Water
	5031	Sewer
	5032	Water Pollution Control
Internal Services	9961	Fleet Services
	9962	Information Technology
	9964	Equipment Replacement

GLOSSARY OF TERMS

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.

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.

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.

Appropriations - A legal authorization made by the Village Board which permits the Village to incur obligations and to make expenditures for specific purposes.

Appropriation Ordinance - The official document adopted by the Village Board to establish a legal limit of Village expenditures or obligations for a specific time period.

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 Addison 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.

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.

Balanced Budget - A budget in which estimated revenues equal estimated expenditures.

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.

Capital 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. Assets with a value of $5,000 or more are capitalized and depreciated.

Cont'd

Capital Expenditures/Outlay - Expenditures which result in the acquisition of or addition to capital assets.

Capital Improvements Program (CIP) - A plan for capital outlay to be incurred each year over a fixed number of years to meet the long-term capital needs of the Village.

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.

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not anticipated.

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 and interest.

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.

ERF – Acronym for the Village's Equipment Replacement Fund.

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.

GLOSSARY OF TERMS

Cont'd

E.S.D.A. Fund - A special revenue fund established to account for all operations of the Village's Emergency Services and Disaster Agency. This fund was eliminated in FY 1997-98.

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 a reserve of 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 Addison has specified May 1 to April 30 as its fiscal year.

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).

Fund - An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or functions.

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.

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund - The 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.

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.

HHRC – Henry Hyde Resource Center.

HUD – Department of Housing and Urban Development.

Illinois FIRST – The Illinois Fund for Infrastructure, Roads, Schools and Transit. A five-year $6.3 billion package used to support capital projects throughout the state (2000-2005).

Infrastructure - The physical assets of the Village (streets, water, sewer, and public buildings).

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.

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I.S.T.E.A. Grant - Intermodal Surface Transportation Efficiency Act is a federal grant, which provides 50% funding for the Army Trail: Mill - Lombard and the Resurfacing: Fullerton/Collins street projects in the Motor Fuel Tax Fund.

Levy - To impose taxes for the support of Village activities.

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.

MGD – Million gallons per day.

Modified Accrual Basis - A basis of accounting in which revenues are recognized in the period they become available and measurable; expenditures are recognized in the period in which fund liability is incurred, if measurable.

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.

Personnel Services - Costs related to compensating Village employees, including salaries, wages and benefits.

Property Tax - Property taxes are levied on real property according to the property's valuation and the tax rate.

Rider 28 - A charge applied to each kilowatt-hour, to recover the cost of special projects, in excess of standard work, that the local government has required ComEd to undertake. In this case, the special project is the burial of power lines on Lake St.

Revenue - Funds that the Village receives as income.

Revenue Bonds - This type of bond is backed only by revenues from a specific enterprise or project.

STP -Surface Transportation Program – A Federal grant, funding source, where the local share is 30% of construction cost of a road project. This funds programs in the Motor Fuel Tax Fund.

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.

GLOSSARY OF TERMS

Cont'd

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 owner's portions are paid through annual property tax assessments. (See also Special Assessment Area).

Sludge - The end product left after wastewater has been treated to reclaim effluent.

Tax Levy - The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

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.