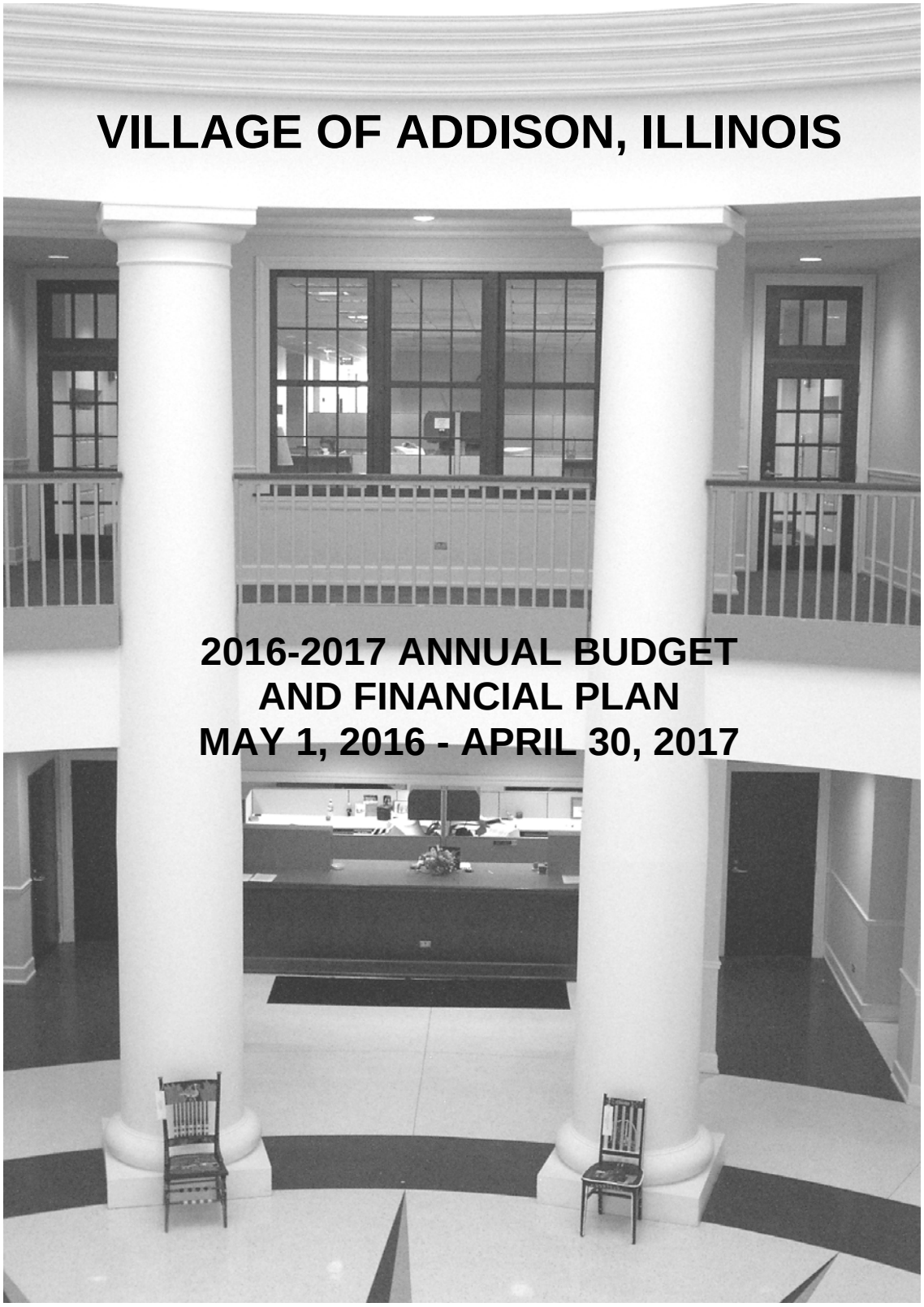
Village of Addison, Illinois

Budget and Financial Plan

May 1, 2016 – April 30, 2017

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



2016-2017 ANNUAL BUDGET
AND FINANCIAL PLAN
MAY 1, 2016 - APRIL 30, 2017

Prepared By:

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

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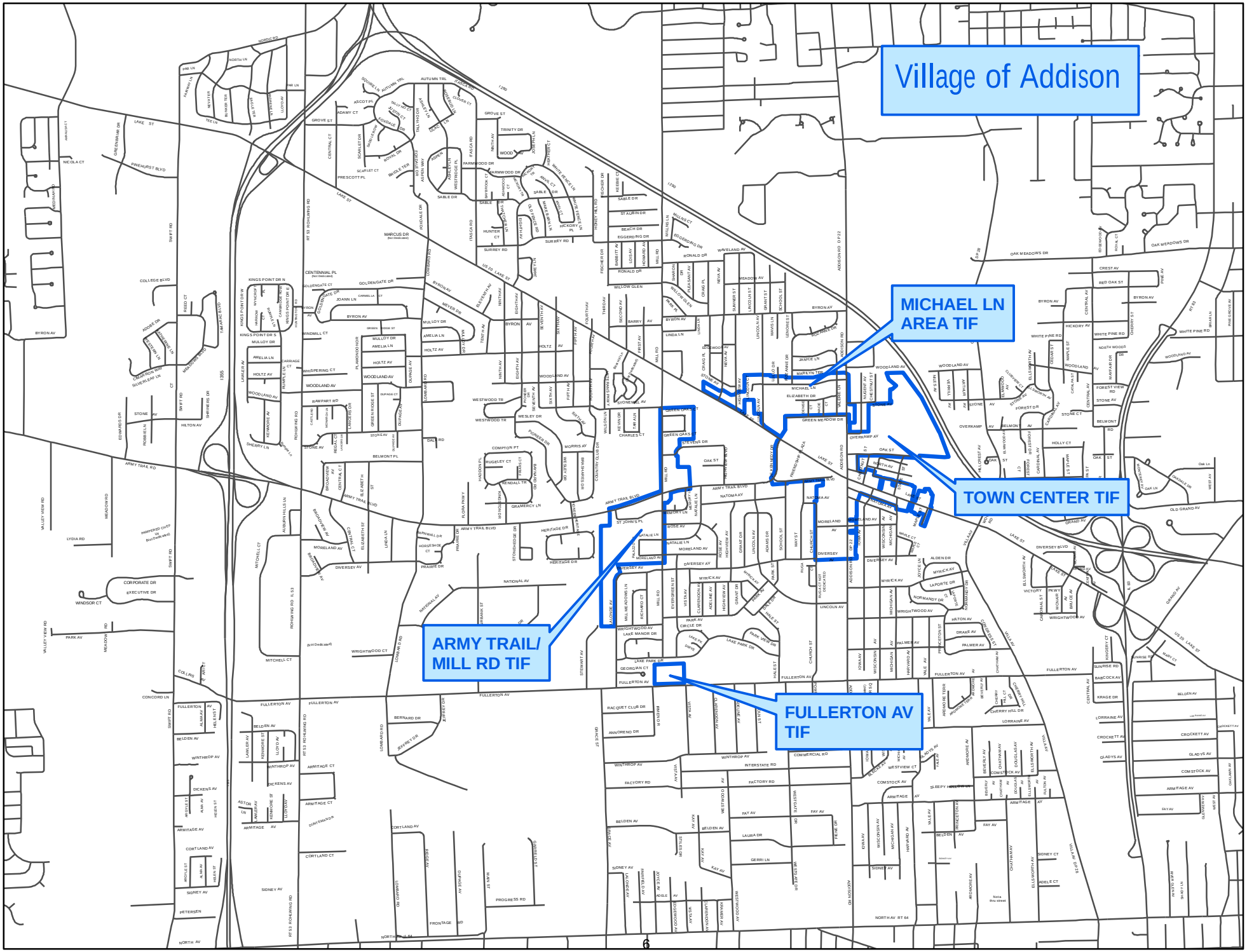
Village of Addison
MICHAEL LN AREA TIF
TOWN CENTER TIF
ARMY TRAIL/ MILL RD TIF
FULLERTON AV TIF

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

Robbins Schwartz

ADMINISTRATIVE

Joseph E. Block, Jr.	Village Manager
John Berley	Asst Vlg Mgr/Dir of Com Dev
Roseanne M. Benson	Finance Director/Treasurer
Rick Federighi	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, 2015

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 215 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 7, 2015

Number of Registered Voters	16,184
Number of Votes Cast in Last Municipal Election	1,310

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 (2014)	$2,858,950,590
Equal. Assessed Valuation (.33%)	952,983,530

EAV Breakdown by Type of Property

	2014 EAV	% of Total
Residential	$ 559,853,119	58.7%
Industrial	300,842,740	31.6%
Commercial	91,846,560	9.6%
Railroads & Farms	441,111	0.1%
	$ 952,983,530	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	3.23 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	5.79 million gals
Total Gallons Treated	2.11 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 - physical	147,860
# of items in collection – digital	416,861
Number of Fire Stations	3
Number of Banks and Savings & Loans	7

BUSINESS

The Village has 1,043 businesses paying sales taxes.

Kind of Business Report (d)

Sales Category-2015	Sales Volume	%
General Merchandise	$ 1,824,046	10.5%
Food	648,516	3.7%
Eating & Drinking Places	1,302,029	7.5%
Apparel	38,483	0.2%
Furniture, Household & Radio	431,740	2.5%
Lumber, Building & Hardware	554,111	3.2%
Automotive & Filling Stations	1,806,460	10.4%
Drugs & Other Retail	4,252,975	24.5%
Agriculture & Extractive	5,882,886	34.0%
Manufacturing	586,371	3.4%
Total	$17,327,618	100%

Major Employers (c)

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

United Parcel Service	2,914
Pampered Chef	950

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	2015
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 2016 - 2021

On December 7, 2015, the Village Board adopted a strategic plan for the Village organization for the years 2016 – 2021. The result was a comprehensive plan with several parts:

- The Village of Addison Mission Statement
- Guiding Principles
- Our Vision for the Year 2021
- Strategic Priorities

THE VILLAGE OF ADDISON MISSION 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 2021

- The Village is a place where people want to live, work or visit.
- The Village is a place where residents have opportunities and options and they can stay through all stages of life.
- The Village has quality schools.
- The Village maintains a strong sense of community.
- The Village is a safe place.
- The Village has various entertainment options.

STRATEGIC PRIORITIES

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

Priority 1: Economic Development

Desired Outcome:

a. Vibrant Shopping Areas
b. Successful commercial development
c. Diversified and high quality retail

Strategic Initiatives:

i. New business recruitment program
ii. Existing business retention program
iii. Targeted new business incentive program
iv. Management

(Cont'd)

Priority 2: Community Image

Desired Outcome:

a. Fully integrated community – no fragmentation
b. Consistent quality education throughout the Village
c. An educated community on quality of life issues

Strategic Initiatives:

i. Joint community image program
ii. Schools in the top 20%
iii. Increase Addison residents' enrollment
iv. Conduct citizen survey

Priority 3: Housing

Desired Outcome:

a. Expanded supported living housing options for seniors
b. High percentage of Addison residents remain here
c. Current unincorporated areas are successfully incorporated

Strategic Initiatives:

i. Senior friendly housing complex
ii. Targeted independent and assisted living complex
iii. Annexation initiative

Priority 4: Infrastructure

Desired Outcome:

a. Improved productivity via technology
b. Improved reliability- hard infrastructure
c. Comprehensive facilities plan in place and funded

Strategic Initiatives:

i. Productivity improvement
ii. Hard infrastructure reliability improvement
iii. Facilities plan

Priority 5: Civic Engagement

Desired Outcome:

a. Intergovernmental partners understand all priorities
b. Improved efficiency of customer service operations
c. Increased involvement in community events

Strategic Initiatives:

i. Collaborative intergovernmental priorities project
ii. Community event participation increase program

Priority 6: Employee Development

Desired Outcome:

a. Fully trained and capable employees
b. Stable and qualified employees
c. Competitive compensation package

Strategic Initiatives:

i. Performance improvement program
ii. Competitive compensation program

Village of Addison

April 25, 2016

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

Re: FY 2016-17 Budget Message

Ladies and Gentlemen:

The FY 2016-17 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 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 drawdown 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 re-budgeted 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 2015-16 fiscal year, the Village experienced healthy, sustained growth in our major revenue sources. For the most part, this can be attributed to an improving national and local economy. At the local level, we are experiencing increased building activity, including the build out of previously vacant storefronts. Addison’s industrial park made a very quick recovery from the 2008 recession. It is now 95% occupied. We expect to see continued growth in our economically sensitive revenue sources during the remainder of FY 2015-16. A pleasant surprise was a one-time retroactive sales tax payment of approximately $962,000 received from the Illinois Department of Revenue based upon the

audit of one local tax payer. This payment has been retained in the General Corporate Fund to bolster its fund balance

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, including use of non-referendum revenue sources which have been held in reserve for emergencies. It is doubtful that any resolution will occur until the national elections in November. 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, and bond proceeds are sufficient to cover all ongoing projects.

PERSONNEL ASSUMPTIONS

In the Village's proposed FY 2016-17 budget, there are eight (8) new full time positions scheduled to be added to the Village organization. Five (5) dispatchers and one Operations Manager are planned to be added to the Addison Consolidated Dispatch Center (ACDC), in anticipation of the move of the Village of Glendale Heights to the Center in FY 2016-17. These positions will be paid for by increased user fees. An additional full time Maintenance position is scheduled for Buildings and Grounds in anticipation of the opening of the new ACDC Dispatch facility. This division had an authorized strength of 2.5 positions. The part-time position was left vacant after a retirement several years ago. A current part-time position in Information Technology is also proposed to be upgraded to full time. IT has a number of new initiatives planned in this budget, including a long awaited upgrade of the Village's financial software in FY 2017-18. Part-time and seasonal positions are planned for the Henry Hyde Resource Center and the Water, Sewer and Water Pollution control divisions of Public Works.

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 three (3) months cash balance in all operating funds.

The proposed FY 2016-17 budget will attempt to keep the Village in compliance with all or most of the above policies.

BUDGETARY GOALS

On March 13, 2002, Illinois Performance 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. Illinois Performance Excellence 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 Illinois Performance Excellence Award are patterned after the National Malcolm Baldridge Quality Award.

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

On December 7, 2015 the Village Board adopted a new strategic plan for the Village organization for the years 2016-2021. The following describes how these strategic directions have been translated into the FY 2016-17 budget:

Community Image

$690,000 has been allocated in the TIF #3 budget over two fiscal years to continue improvements of the Village Green property which is located east of the Village Hall. The Village Green is the location of the Village’s successful Thursday evening concert series from June through August. $25,000 has also been allocated to the Community Relations budget to update the websites of the Village, the Police Department, and the Historical Museum.

Economic Development

In the TIF #3 budget, $50,000 has been budgeted for an additional incentive to complete façade renovations on J.C. Plaza. With this grant, the developer has received a total of $200,000 in façade improvements from TIF funds. An additional $100,000 is allocated in the same fund to upgrade the façade at the Alta Villa banquet hall.

Infrastructure

In the Public Building Fund budget, $570,000 has been allocated over three years to retain consulting services to assess, and funds to purchase hardware and software to replace the Village's antiquated financial software programs. The elected officials and staff of the Village have seen this upgrade as a top priority to bring Village operations into the 21st century.

$3,000 has been allocated to add the Addison Consolidated Dispatch Center to the Police Department's computerized scheduling system. $260,500 is scheduled for FY 2017-18 and FY 2018-19 for the Village's share of costs related to a County wide upgrade of the GIS and report writing system. These systems will be purchased by the Emergency Telephone System Board (ETSB) of DuPage County. Costs which can't be absorbed by the ETSB will be billed back to police and fire departments within the county.

$332,000 has been allocated in the Building and Grounds Department and the Public Building Fund to complete the third year of building improvements and furniture repairs and replacement which had been delayed during the 2008 recession. They include the Village Hall, the Historical District, Public Works, and the Police Department. During the previous two fiscal years, the Village made significant progress in eliminating this backlog.

$54,500 has been allocated in the Community Relations Department and the Public Building Fund to replace outdated video equipment. Funds for these upgrades come from a public access fee charged to cable subscribers. $20,000 has also been allocated in the Police Department budget to replace automatic rifles.

$766,000 and $794,800 ($1,560,800) has been allocated in the Capital Projects Fund to acquire flood prone properties in the Home Addition, Normandy Manor and Highview subdivisions. These homes were severely damaged by the 2008 and 2010 floods. The properties are being purchased and demolished by the Village. The restored property will be maintained as open space.

$11,031,900 has been allocated over two years in the Capital Projects Fund to commence construction on a new facility for the Addison Consolidated Dispatch Center (ACDC). The project will provide a fire and storm rated facility for ACDC, and will provide a secure backup facility to DuPage Communications (DuComm). The ETSB of DuPage will provide $ 1,769,500 in contributions to provide this backup space.

$500,000 has been allocated in the Water Department for water main replacements.

Employee Development

$4,300 has been allocated in the Administration budget to reintroduce an Employee Assistance Program. This program was eliminated during the 2008 recession.

BUDGET TRENDS

The fiscal year 2016-17 operating budget reflects a 17.72% increase over last fiscal year's Budget:

Fund	FY 2015-16 Budget	FY 2016-17 Budget	% Change
General Fund	30,219,000	31,847,500	5.39%
Water and Sewer Fund (inc. capital)	15,806,200	15,748,900	(0.36)%
Fleet Services	1,315,500	1,379,500	4.87%
IS	1,170,500	1,224,400	4.60%
Equipment Replacement	845,000	994,500	17.69%
Debt Service Fund	4,018,769	9,348,774	132.63%
Capital Projects	2,935,964	8,445,300	187.65%
Redevelopment	112,700	13,890	(87.68)%
Public Building	2,186,300	2,257,000	3.22%
TIF # 1	0	0	n/a
TIF # 2	625,300	365,300	(41.58)%
TIF # 3	495,300	540,300	9.09%
TIF # 4	0	0	n/a
Police Pension Fund	3,339,300	3,380,162	1.22%
Motor Fuel Tax	3,480,900	2,797,400	(19.64)%
Community Days Fund	0	0	n/a
	66,550,733	78,342,926	17.72%

General Corporate Fund

The General Corporate Fund finances most Village operations. The primary revenue sources are sales tax, State income taxes, property taxes, licenses, permits and fees, telecommunications tax, and other revenues. $15,000 has been included in the Administration budget 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 over three (3) years to complete the installation of remote water meter readers in residential areas. Approximately 84% of Village water customers have received a remote meter reader to date. $60,000 has been allocated to fund the maintenance of backup Well #8. $39,000 has

been allocated to complete an arc flash assessment of utility structures. $87,000 has been allocated as part of a multi-year program to replace lift station generators and add those structures to the Village's SCADA (Supervisory Control And Data Acquisition) system. Integrating those systems allows them to be operated from any location. $480,300 has been included to fund other 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.

$2,525,000 has been included in this fund for the 2016 Street Resurfacing Program. $100,000 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. 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).

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. $55,000 has been budgeted in the Public Building Fund for the replacement of five (5) copiers. IT has been assigned the responsibility of acquiring and maintaining copiers. All will be networked, and will be set up for scanning and wireless copying. This will allow the Village to eliminate individual computer printers and scanners over time. $156,000 has been allocated between IT and the Public Building Fund to replace various pieces of equipment and to purchase software licenses. Funds are also included for "as needed" consulting services for the design of dispatch and public safety networks.

The Fleet Services budget covers the cost of the operation and maintenance of the Village's vehicle fleet. $105,000 has been allocated between Fleet Services, Public Building Fund and Equipment Replacement Fund for new, upgraded, and replacement equipment.

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. $969,500 is allocated for equipment purchases and capital improvements from this fund.

ACKNOWLEDGMENTS

I would like to thank all of the supervisory and management staff for their efforts in the preparation of the FY 2016-17 budget. In these uncertain economic times, we have relied on their talents and abilities to set priorities, innovate, and achieve tremendous results with, in many cases, limited staff. I truly appreciate all of their ongoing efforts.

I would also like to thank our elected officials for their support throughout the year. Addison is fortunate to have a team of elected and appointed officials that work very well together. We have a common goal, and will do our best to provide great service to our residents and businesses. We will also strive to upgrade and improve the Village at every opportunity.

Respectfully submitted,

Joseph Block
Village Manager

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FY 2016-17 BUDGET & FINANCIAL PLAN CALENDAR

Budget Schedule of Dates and Events

Wednesday, December 2, 2015	Village Manager and Finance Director ♦ Budget instructions, forms and schedule are distributed to department heads
Friday, December 11, 2015	Public Works ♦ Forwards the (5) year vehicle replacement plan to the Finance Director.
Monday, January 4, 2016	Department Heads ♦ Submits all budgets to the Finance Director by Monday, January 4, 2016. Administration ♦ Compiles figures for personnel expenditures and casualty insurance. ♦ Forwards to Finance prior to Monday, January 4, 2016. Finance ♦ Prepares audit expenditures and revenue projections for Fiscal Years 2016-2017, 2017-2018, 2018-2019, by Monday, January 4, 2016. Boards and Commissions ♦ Submits goals and budget requests to the Finance Director by Monday, January 4, 2016.
Tuesday, January 5 - Friday, January 8	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 11 - Friday, January 15	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.

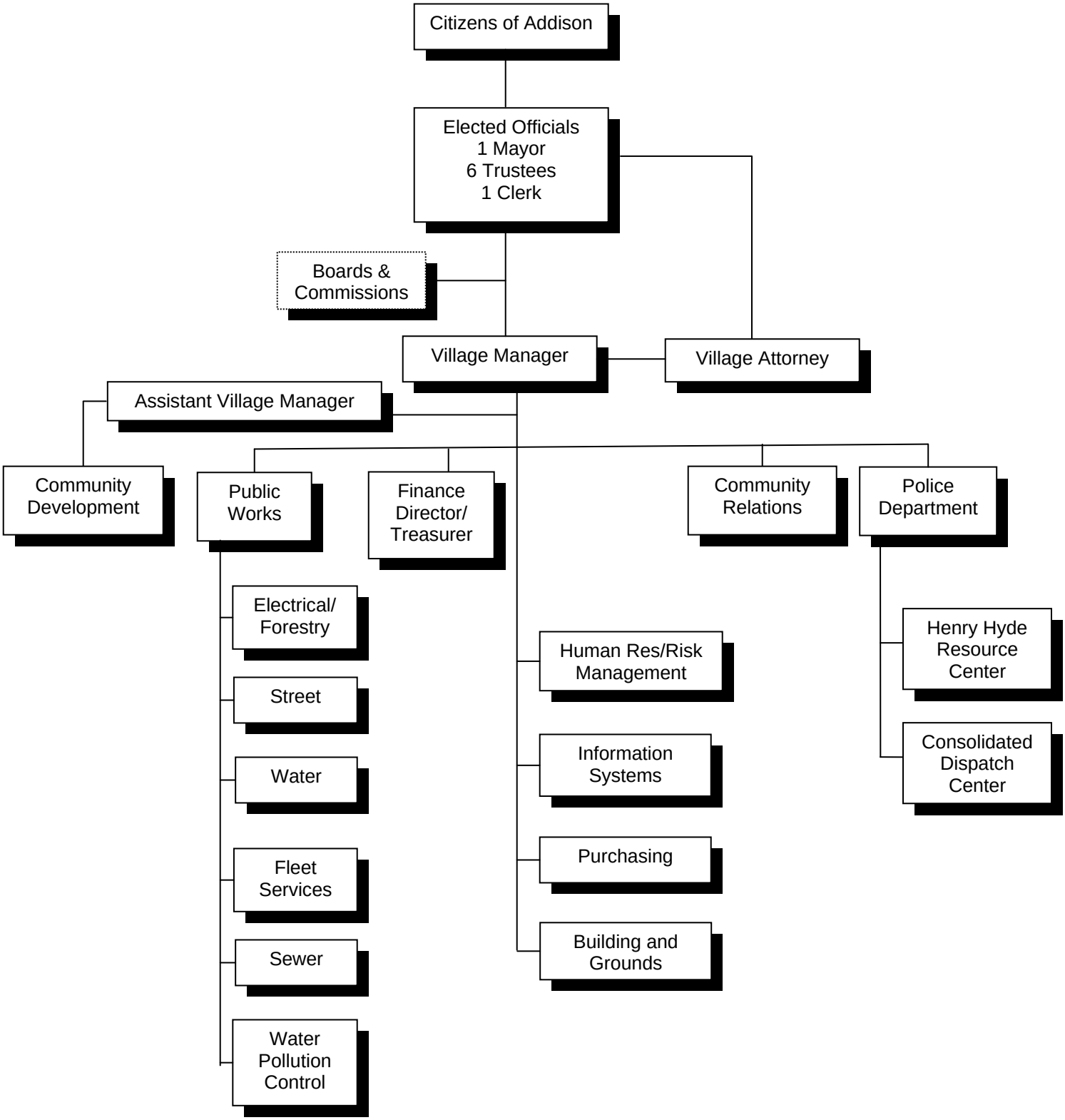
FY 2016-17 BUDGET & FINANCIAL PLAN CALENDAR

Budget Schedule of Dates and Events (Cont'd)

Monday, January 18 - Wednesday, January 29	Department Heads ♦ Departments revise budget and program requests as needed. ♦ Resubmit to the Finance Director by Wednesday, January 27.
Thursday, January 28 - Friday, February 19	Finance ♦ Budget package compiled and distributed to Finance and Policy Committee on Friday, February 19.
Tuesday, February 23	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
Thursday, February 25	Finance and Policy review session: ♦ Boards & Commissions ♦ General Fund Revenues HHRC, ACDC, Police ♦ Administration, IT, Building & Grounds ♦ Finance General Ledger Debt Service ♦ Police Pension
Monday, February 29	Finance and Policy review session: ♦ Community Relations ♦ Community Development ♦ Electrical & Forestry Street Fleet Services ♦ Equipment Replacement Fund
Thursday, April 14	Finance ♦ Advertises, Notice of Public Hearing - Budget on display.
Monday, April 25	Village Board ♦ Public Hearing of the FY 2016-17 Budget and Financial Plan. ♦ Final adoption of the FY 2016-17 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	6
	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	10
	Part-Time	3	3	3	3	3	3	3	3	5	4
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	3
	Part-Time	1	1	1	1	1	1	1	1	1	1
Police	Full-Time	92	97	100	101	101	88	88	88	88	83
	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	4
Consolidated Dispatch	Full-Time	0	0	0	0	0	14	14	14	18	21
	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	21
	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	10
	Part-Time	5	5	5	5	5	5	5	5	5	2
Street	Full-Time	13	13	13	13	13	13	13	13	11	10
	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	10
	Part-Time	7	7	7	7	7	7	7	7	4	2
Sewer	Full-Time	13	13	13	12	12	12	11	11	11	14
	Part-Time	3	3	3	3	3	3	3	3	3	2
Water Pollution Control	Full-Time	19	19	19	19	19	19	23	23	24	18
	Part-Time	6	6	6	6	6	6	6	6	6	4
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	5
	Part-Time	0	0	0	0	0	0	0	0	0	0
TOTAL	**Full-Time**	**213**	**218**	**221**	**222**	**222**	**223**	**227**	**227**	**236**	**223**
	Part-Time	**63**	**64**	**64**	**66**	**66**	**67**	**67**	**67**	**43**	**37**

SUMMARY OF EMPLOYEE BY POSITION

	Full-Time Position	Authorized	Current
1	Addison Family Alliance Prog. Dir (HHRC)	1	1
2	Administrative Secretary	4	3
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	Civil Engineer II	2	2
8	Clerk Typist	17	17
9	Code Enforcement Officer	1	1
10	Code Enforcement Supervisor	1	1
11	Communications Director	1	1
12	Community Development Inspector I	2	2
13	Community Development Inspector II	5	5
14	Community Service Officer	5	5
15	Deputy Chief of Police	2	2
16	Deputy Director of Communications	1	1
17	Dir of Com Develop./ Assist Village Mgr	1	1
18	Dir of Human Resources/Risk Mgmt	1	1
19	Director of Community Relations	1	1
20	Director of Finance	1	1
21	Director of Police	1	1
22	Director of Public Works	1	1
23	Electrician/Operator	1	1
24	Environmental Compliance Coordinator	1	0
25	Executive Assistant	1	1
26	Foreman	8	8
27	GIS Administrator	1	0
28	Human Resources Assistant	1	1
29	I & I Inspector	1	0
30	Industrial Pretreatment Inspector	1	0
31	Information Systems Coordinator	1	1
32	Information Technology Manager	1	1
33	Investigative Aide/Crime Analyst	1	1
34	Laboratory & Technical Services Supervisor	1	1
35	Laboratory Technician I	2	2
36	Laboratory Technician II	2	2
37	Mechanic I	2	2
38	Mechanic II	1	1
39	Media Production Coordinator	2	2
40	Patrol Officer	52	52
41	PC Tech/Helpdesk II	1	1
42	Plan Examiner	1	1
43	Planning Assistant	1	1
44	Planning & Zoning Administrator	1	1
45	Principal Account Clerk	4	4
46	Public Maintenance Worker I	11	9
47	Public Maintenance Worker II	12	12
48	Public Maintenance Worker III	8	8
49	Public Utility Worker I	1	1
50	Public Utility Worker III	2	2
51	Public Utility Worker IV	1	1
52	Purchasing Agent	1	1
53	Records Supervisor	1	1
54	Senior Network Administrator	1	1
55	Sergeant	10	10
56	Single Family Resident Inspector	1	0
57	Special Events Coordinator	1	1
58	Superintendent of PW	1	1
59	Superintendent of ES	1	1
60	Dispatcher/Telecommunicator	19	19
61	Village Engineer	1	1
62	Village Manager	1	1
63	WWTP Chief Operator	2	2
64	WWTP Operator Class II	2	2
65	WWTP Operator Class III	1	1
66	WWTP Operator Class IV	1	1
67	WWTP Trainee	1	1
68	Watch Commander	3	3
	Total Number of Full-Time Employees	**223**	**215**

	Part-Time Position		
69	Mayor and Village Board	7	7
70	Meter Reader	1	1
71	Part-Time Administrative Assist.	1	1
72	Part-Time Clerk Typist	9	7
73	Part-Time Custodian	3	2
74	Part-Time Investigative Aide	1	1
75	Part-Time Principal Account Clerk	1	1
76	Seasonal/Part-time	13	8
77	Village Clerk	1	1
	Total Number of Part-Time Employees	**37**	**29**

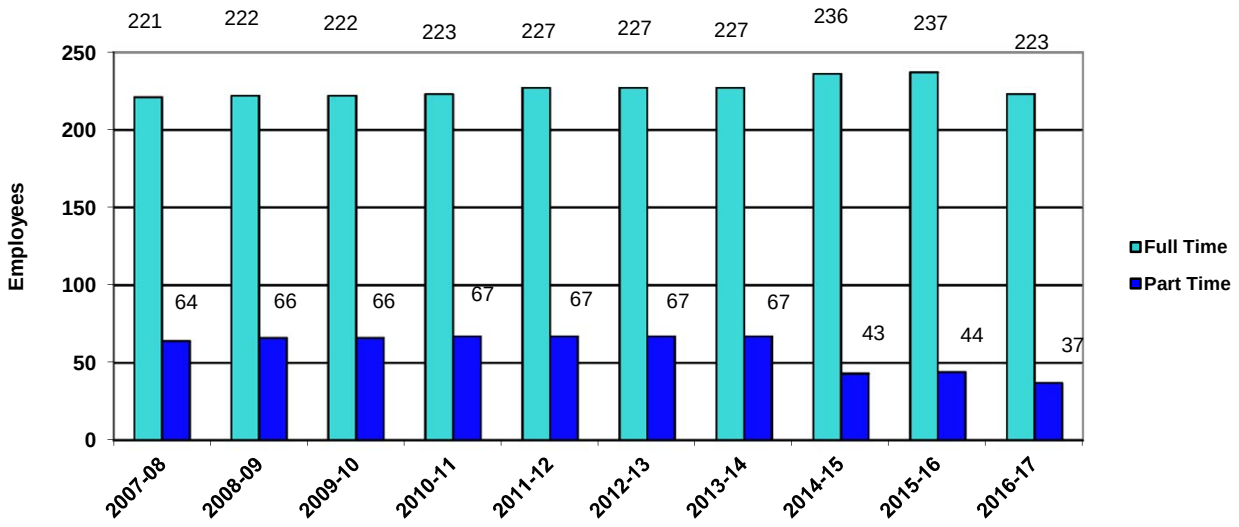
EMPLOYEE ALLOCATION BETWEEN DEPARTMENTS

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.

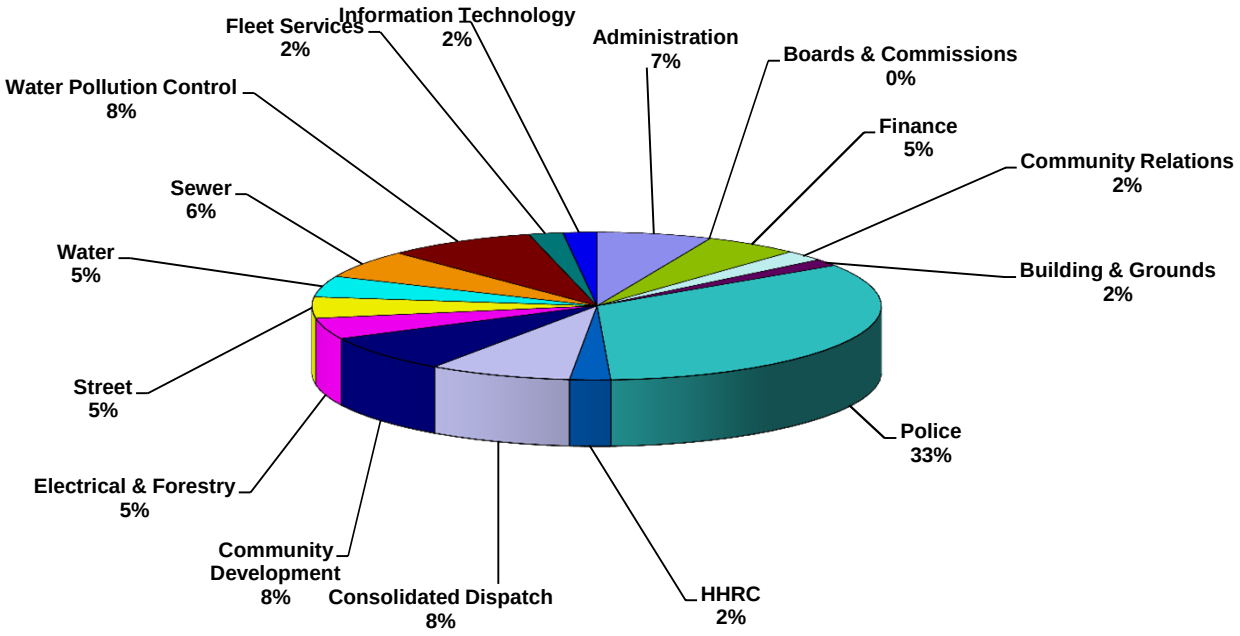
POSITION-DESCRIPTION	Admin 1012	Finance 1040	Com Dev 2010	E & F 2510	Street 2520	Water 5010	Sewer 5031	WPC 5032	IS 9962	TOTAL
Authorized & Budgeted Positions:										
MAYOR	0.70					0.10	0.10	0.10		1.00
VILLAGE CLERK	0.70					0.10	0.10	0.10		1.00
TRUSTEES (6)	4.20					0.60	0.60	0.60		6.00
VILLAGE MANAGER	0.70					0.10	0.10	0.10		1.00
DIR PERSONNEL/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	0.95		0.33	0.34	0.78	0.95	0.95		5.00
DIRECTOR FINANCE/TREASURER		0.55				0.15	0.15	0.15		1.00
ASST FIN DIR - AUDIT/ACCTG		0.70				0.10	0.10	0.10		1.00
ASST 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
PT 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 WORKS DIRECTOR				0.20	0.20	0.20	0.20	0.20		1.00
SUPT - PUBLIC WORKS				0.33	0.33	0.34				1.00
ADMIN SECRETARY (2)				0.34	0.33	0.33	0.50	0.50		2.00
SUPT - ENVIRONMENTAL SVCS							0.50	0.50		1.00
PT WATER METER READER						0.34	0.33	0.33		1.00
Total Budgeted:	9.80	4.40	3.60	1.20	1.20	5.22	5.69	5.69	0.20	37.00
Authorized & Unbudgeted:										
ADMIN SECRETARY		0.70				0.10	0.10	0.10		1.00
PT CLERK TYPIST		0.25				0.25	0.25	0.25		1.00
Subtotal:	0.00	0.95	0.00	0.00	0.00	0.35	0.35	0.35	0.00	2.00
Total Authorized:	9.80	5.35	3.60	1.20	1.20	5.57	6.04	6.04	0.20	39.00

EMPLOYEE CENSUS - AUTHORIZED

Full Time vs. Part Time Authorized Employee Comparison



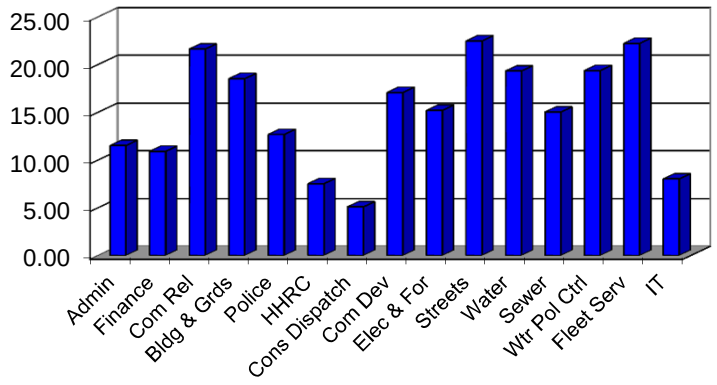
2016-17 Authorized Staffing By Department
Percent of Total



EMPLOYEE CENSUS - CURRENT

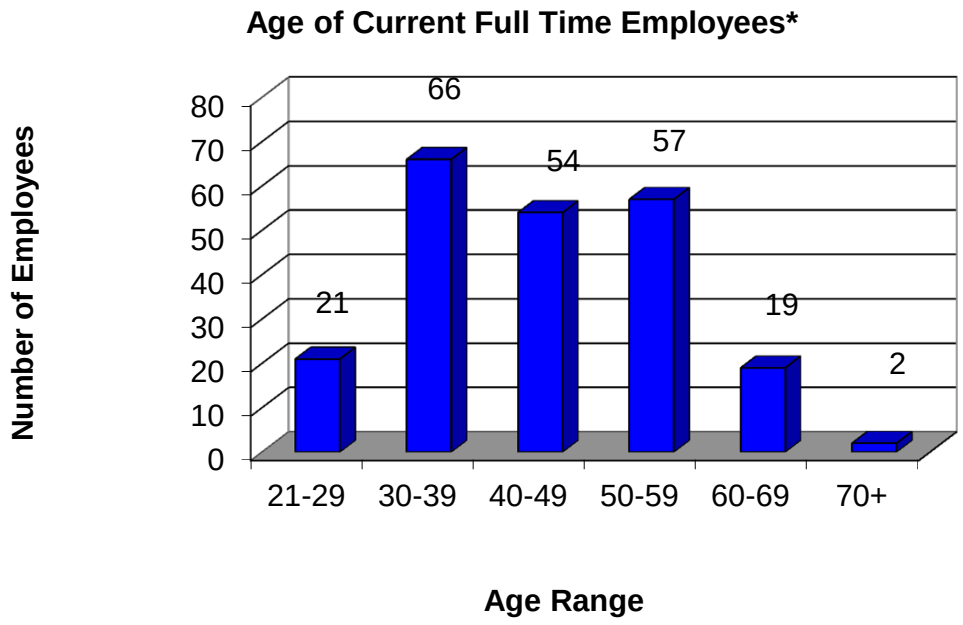
Average Years of Service* of Current Full Time Employee - By Department

	# Employees	Total Years of Service	Average years per employee
Administration	6	69	11.50
Finance	9	98	10.89
Community Relations	5	108	21.60
Building & Grounds	2	37	18.50
Police	83	1,051	12.66
Henry Hyde Resource Center	2	15	7.50
Consolidated Disptach Center	27	137	5.07
Community Development	19	324	17.05
Electrical & Forestry	11	167	15.18
Street	9	202	22.44
Water	10	193	19.30
Sewer	8	120	15.00
Water Pollution Control	20	387	19.35
Fleet Services	5	111	22.20
Information Technology	3	24	8.00
AVERAGE ALL FULL TIME EMPLOYEES	219	3,043	13.89



* As of 3/7/16

EMPLOYEE CENSUS - CURRENT



* As of 3/7/16

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. 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). Incremental Property Taxes are the revenue source for the TIF #1 Fund. This TIF 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. 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
- Group Insurance Withholding
- Library
- Garbage
- Park Donation
- School Donation
- Special Service Area #1

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 three (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.

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 re-appropriated 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.

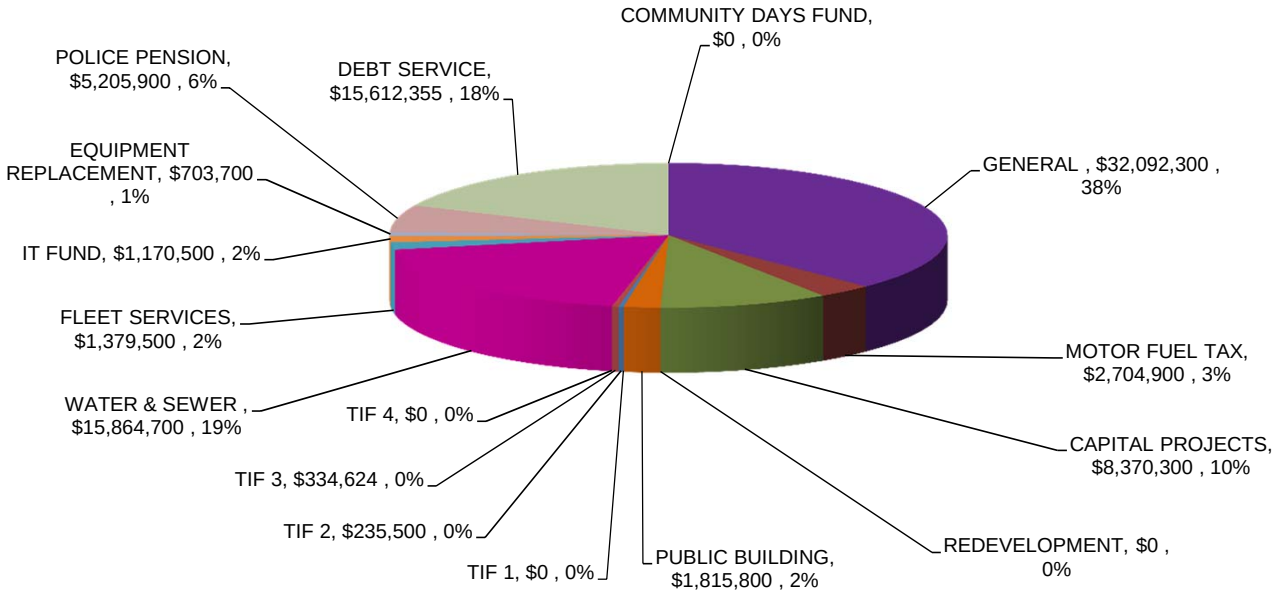
Through the application of these guidelines, the Village Board tests any demand for debt financing. Furthermore, the Village uses debt only to provide financing for essential and necessary capital projects.

The Village is very proud of its' 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.

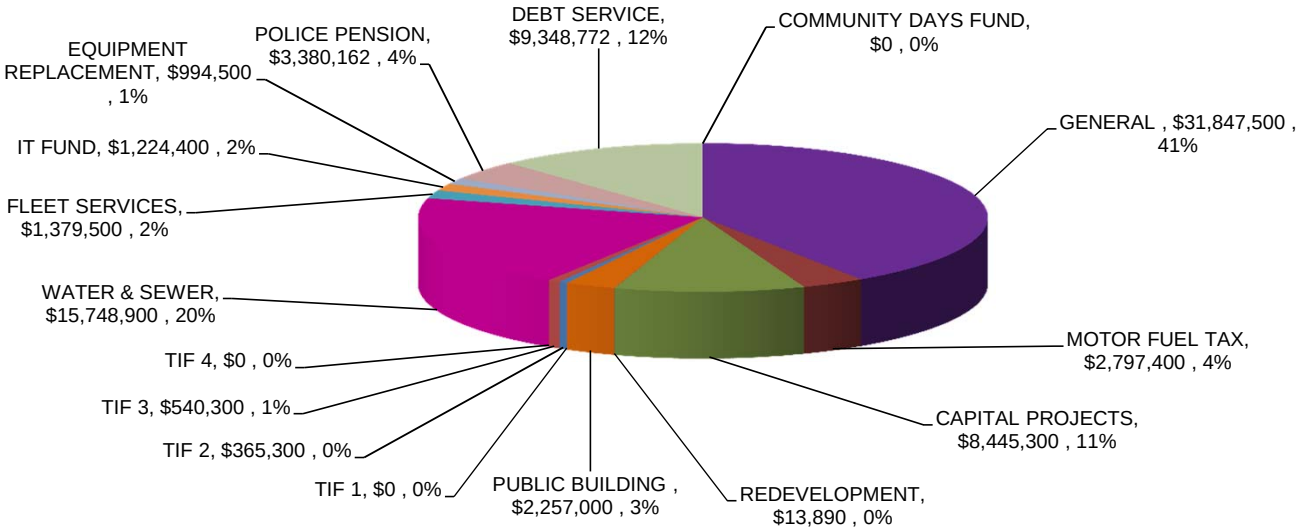
The Village issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have also been issued for general government activities. In addition, general obligation bonds have been issued to refund previously issued and outstanding 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.

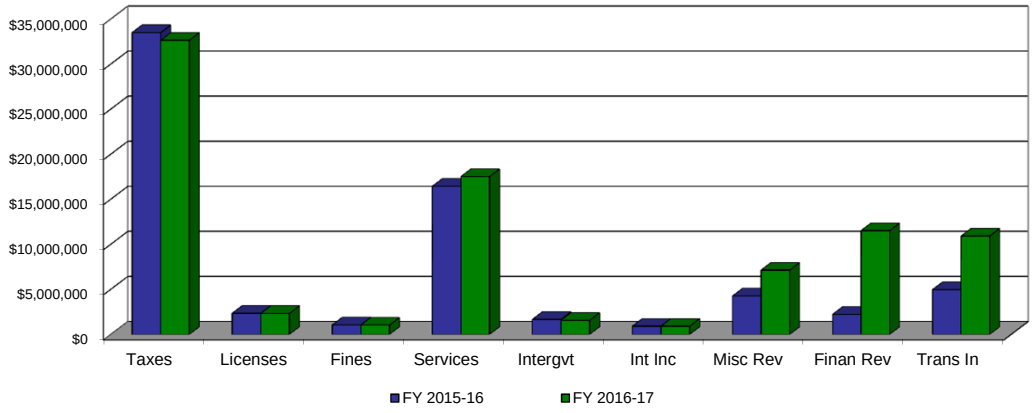
ALL FUNDS REVENUE
FY 2016-17 Budget



ALL FUNDS EXPENDITURES
FY 2016-17 Budget



WHERE THE MONEY COMES FROM
ALL FUND REVENUES
FY 2015-16 ESTIMATE vs. FY 2016-17 BUDGET

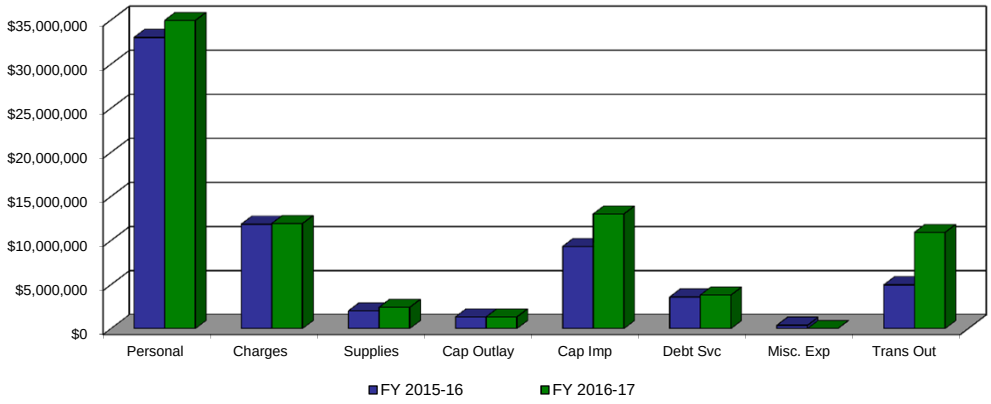


	FY 2014-15 ACTUAL	FY 2015-16 ESTIMATE	**FY 2016-17 BUDGET**	% CHANGE FY16 - FY17
Taxes	31,762,840	33,495,956	**32,640,679**	(2.55)%
Licenses, Permits & Fees	2,428,790	2,344,325	**2,322,200**	(0.94)%
Fines & Forefeits	925,672	1,047,300	**1,033,600**	(1.31)%
Charges for Services	15,506,910	16,439,850	**17,511,200**	6.52%
Intergovernmental	1,728,613	1,662,479	**1,560,800**	(6.12)%
Interest Income	1,321,297	914,558	**912,510**	(0.22)%
Miscellaneous Revenue	5,496,161	4,257,207	**7,134,000**	67.57%
Financing Revenues	4,546,432	2,215,226	**11,515,000**	0.00%
Transfers In	5,448,862	4,962,800	**10,913,990**	119.92%
Total Revenue	69,165,577	67,339,701	**85,543,979**	27.03%

REVENUES BY FUND/SOURCE OF REVENUE

FY 2016-17 BUDGET	Taxes	Licenses, Permits & Fees	Fines & Forfeitures	Charges for Services	Intergov	Interest Income	Misc Revenues	Financing Revenues	Transfers In	Total
General	25,152,400	2,303,200	1,033,600	2,182,000	0	10,000	1,058,600	0	352,500	**32,092,300**
Water/Sewer	0	19,000	0	15,329,200	0	1,500	0	15,000	500,000	**15,864,700**
Fleet Services	0	0	0	0	0	0	0	0	1,379,500	**1,379,500**
Information Systems	0	0	0	0	0	0	0	0	1,224,400	**1,224,400**
Equipment Replacement	0	0	0	0	0	0	0	0	703,700	**703,700**
Debt Service	2,736,355	0	0	0	0	1,000	0	11,500,000	1,375,000	**15,612,355**
Capital Projects	0	0	0	0	1,560,800	0	1,769,500	0	5,040,000	**8,370,300**
Redevelopment	1,801,900	0	0	0	0	10	0	0	13,890	**1,815,800**
Public Building	0	0	0	0	0	0	0	0	0	**0**
TIF #1	0	0	0	0	0	0	0	0	0	**0**
TIF #2	235,500	0	0	0	0	0	0	0	325,000	**560,500**
TIF #3	9,624	0	0	0	0	0	0	0	0	**9,624**
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	2,704,900	0	0	0	0	0	0	0	0	**2,704,900**
Community Days	0	0	0	0	0	0	0	0	0	**0**
	32,640,679	**2,322,200**	**1,033,600**	**17,511,200**	**1,560,800**	**912,510**	**7,134,000**	**11,515,000**	**10,913,990**	**85,543,979**

WHERE THE MONEY GOES
ALL FUND EXPENDITURES
FY 2015-16 ESTIMATE vs. FY 2016-17 BUDGET



	FY 2014-15 ACTUAL	FY 2015-16 ESTIMATE	**FY 2016-17 BUDGET**	% CHANGE FY16 - FY17
Personal Services	32,021,658	33,015,270	**34,948,162**	5.85%
Services & Charges	10,920,559	11,836,876	**11,920,500**	0.71%
Supplies & Materials	1,854,942	2,011,400	**2,411,700**	19.90%
Capital Outlay	1,291,867	1,334,300	**1,327,800**	(0.49)%
Capital Improvement Projects	11,404,937	9,319,004	**13,005,000**	39.55%
Debt Service	2,916,590	3,592,656	**3,808,772**	6.02%
Misc. Expenditures	1,830,539	380,200	**7,000**	(98.16)%
Transfers Out	5,635,781	4,962,700	**10,913,990**	119.92%
Total Expenditures	67,876,873	66,452,406	**78,342,924**	17.89%

EXPENDITURES BY DEPARTMENT/SOURCE OF EXPENDITURE

FY 2016-17 BUDGET	Personal Services	Services & Charges	Supplies & Materials	Capital Outlay	Capital Imprv. Project	Debt Service	Misc Expenditure	Transfers Out	Total
General Fund									
Administration	901,100	602,500	7,700	0	0	0	0	218,500	**1,729,800**
Boards & Commissions	200	31,700	800	0	0	0	0	0	**32,700**
Finance	570,200	65,000	8,900	0	0	0	0	76,900	**721,000**
Community Relations	660,500	414,100	35,300	27,500	0	0	0	39,000	**1,176,400**
Building & Grounds	396,900	237,600	37,800	0	0	0	0	36,600	**708,900**
Police	13,523,600	437,100	194,300	0	0	0	0	1,365,000	**15,520,000**
HHRC	298,200	11,800	14,600	0	0	0	0	65,100	**389,700**
Consolidated Dispatch	3,030,400	63,800	24,000	0	0	0	0	44,400	**3,162,600**
Community Development	2,462,100	152,000	9,900	0	0	0	0	151,600	**2,775,600**
Electrical & Forestry	991,400	867,000	75,400	0	0	0	0	202,900	**2,136,700**
Street	1,308,800	146,300	595,400	1,400	0	0	0	560,900	**2,612,800**
General Ledger	0	498,800	382,500	0	0	0	0	0	**881,300**
Water & Sewer Fund									
Water	1,853,100	6,261,000	115,900	60,900	690,300	0	0	167,700	**9,148,900**
Sewer	1,553,100	346,500	57,500	87,000	0	0	0	232,500	**2,276,600**
Water Pollution Control	2,777,800	1,113,000	258,100	54,500	0	0	0	120,000	**4,323,400**
Fleet Services	697,700	88,000	555,300	12,000	0	0	0	26,500	**1,379,500**
Information Systems	640,400	455,700	38,300	90,000	0	0	0	0	**1,224,400**
Equipment Replacement	0	0	0	994,500	0	0	0	0	**994,500**
Debt Service	0	0	0	0	0	3,808,772	0	5,540,000	**9,348,772**
Capital Projects	0	0	0	0	8,370,300	0	0	75,000	**8,445,300**
Redevelopment	0	0	0	0	0	0	0	13,890	**13,890**
Public Building	0	0	0	0	607,000	0	0	1,650,000	**2,257,000**
TIF #1	0	0	0	0	0	0	0	0	**0**
TIF #2	0	40,300	0	0	0	0	0	325,000	**365,300**
TIF #3	0	300	0	0	540,000	0	0	0	**540,300**
TIF #4	0	0	0	0	0	0	0	0	**0**
Police Pension	3,282,662	88,000	0	0	0	0	7,000	2,500	**3,380,162**
Motor Fuel Tax	0	0	0	0	2,797,400	0	0	0	**2,797,400**
Community Days	0	0	0	0	0	0	0	0	**0**
	34,948,162	**11,920,500**	**2,411,700**	**1,327,800**	**13,005,000**	**3,808,772**	**7,000**	**10,913,990**	**78,342,924**

VILLAGE OF ADDISON
FUND BALANCE SUMMARY
FY 2016-17
(ESTIMATED)

FUND	BEGINNING FUND BALANCE 5/1/2016	2016-17 REVENUES	2016-17 EXPENDITURES	2016-17 SURPLUS/ (DEFICIT)	2016-17 FUND BALANCE 4/30/2017
GENERAL FUND	9,806,743	32,092,300	31,847,500	244,800	10,051,543
WATER & SEWER FUND *	5,843,726	15,864,700	15,748,900	115,800	5,959,526
FLEET SERVICES	(92,492)	1,379,500	1,379,500	0	(92,492)
INFORMATION SYSTEMS	90,538	1,224,400	1,224,400	0	90,538
EQUIP REPLACEMENT FUND *	6,249,849	703,700	994,500	(290,800)	5,959,049
DEBT SERVICE	2,304,399	15,612,355	9,348,772	6,263,583	8,567,982
CAPITAL PROJECTS	684,917	8,370,300	8,445,300	(75,000)	609,917
REDEVELOPMENT FUND	13,890	0	13,890	(13,890)	0
PUBLIC BUILDING FUND	444,328	1,815,800	2,257,000	(441,200)	3,128
TIF # 1	0	0	0	0	0
TIF # 2	131,000	235,500	365,300	(129,800)	1,200
TIF # 3	297,246	334,624	540,300	(205,676)	91,570
TIF # 4	0	0	0	0	0
POLICE PENSION	37,754,163	5,205,900	3,380,162	1,825,738	39,579,901
MOTOR FUEL TAX	398,771	2,704,900	2,797,400	(92,500)	306,271
COMMUNITY DAYS FUND	6,407	0	0	0	6,407
TOTAL	63,933,485	85,543,979	78,342,924	7,201,055	71,134,540

NOTES

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

1) The Equipment Replacement Fund shows a planned $290,800 deficit to utilize fund balances that have been accumulated for the future purchase of equipment.
2) The Capital Projects Fund shows a planned $75,000 deficit to transfer monies to the Debt Service Fund.
3) The Redevelopment Fund shows a planned $13,890 deficit. This is due to a transfer out of the remaining balance to the Public Building Fund.
4) The Public Building Fund shows a planned $441,200 deficit to utilize excess fund balance.
5) The TIF #2 Fund shows a planned $129,800 deficit to utilize fund balances that have been accumulated for projects that are planned.
6) The TIF #3 Fund shows a planned $205,676 deficit to utilize fund balances that have been accumulated for projects that are planned.
7) The Motor Fuel Tax Fund shows a planned $92,500 deficit to utilize fund balances that have been accumulated for projects that are planned.

VILLAGE OF ADDISON
ALL FUNDS THREE YEAR BUDGET SUMMARY

REVENUES	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
GENERAL FUND	28,210,059	29,792,078	30,094,100	31,477,100	**32,092,300**	32,507,300	33,452,900
WATER & SEWER FUND	14,300,503	19,312,166	15,593,200	17,619,501	**15,864,700**	16,554,400	17,289,000
FLEET SERVICES	1,524,691	1,477,364	1,315,500	1,383,500	**1,379,500**	1,391,200	1,415,900
INFORMATION TECHNOLOGY	1,167,128	1,254,711	1,170,500	1,186,800	**1,224,400**	1,353,700	1,268,800
EQUIP REPL. FUND	854,725	681,663	825,000	868,400	**703,700**	718,400	704,600
DEBT SERVICE	3,922,093	3,889,456	3,999,688	4,125,432	**15,612,355**	4,160,645	4,445,103
CAPITAL PROJECTS	48,651	1,670,454	1,760,800	1,549,451	**8,370,300**	4,222,400	0
REDEVELOPMENT FUND	2,829	118,436	0	6	**0**	0	0
PUBLIC BUILDING FUND	1,767,873	1,731,000	1,871,500	2,130,300	**1,815,800**	1,856,000	1,911,700
TIF #1	851,689	822,382	0	20	**0**	0	0
TIF #2	344,601	245,434	240,000	235,500	**235,500**	235,500	0
TIF #3	266,145	12,092	504,100	504,667	**334,624**	246,024	9,624
TIF #4	1	1	0	0	**0**	0	0
POLICE PENSION	6,579,974	5,284,654	5,205,900	3,211,950	**5,205,900**	5,205,900	5,205,900
MOTOR FUEL TAX	3,004,909	3,119,113	3,074,500	3,282,600	**2,704,900**	2,759,000	2,814,700
COMMUNITY DAYS FUND	1	1	0	0	**0**	0	0
TOTAL VILLAGE REVENUES	62,845,872	69,411,005	65,654,788	67,575,209	**85,543,979**	71,210,469	68,518,227

EXPENDITURES	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
GENERAL FUND	28,461,678	29,072,128	30,219,000	30,258,486	**31,847,500**	33,134,900	34,214,800
WATER & SEWER FUND	15,682,941	192,858,561	15,806,200	17,765,492	**15,748,900**	16,573,400	17,722,500
FLEET SERVICES	1,582,252	1,514,450	1,315,500	1,383,500	**1,379,500**	1,391,200	1,415,900
INFORMATION TECHNOLOGY	1,145,252	1,232,425	1,170,500	1,186,800	**1,224,400**	1,353,700	1,268,800
EQUIP REPL. FUND	800,020	821,880	845,000	900,600	**994,500**	741,000	753,500
DEBT SERVICE	3,897,354	3,904,127	4,018,769	3,592,656	**9,348,772**	9,250,348	5,618,548
CAPITAL PROJECTS	37,967	1,578,618	2,935,964	1,019,099	**8,445,300**	4,297,400	150,000
REDEVELOPMENT FUND	0	0	112,700	98,822	**13,890**	0	0
PUBLIC BUILDING FUND	1,553,472	1,812,669	2,186,300	1,991,378	**2,257,000**	1,854,800	1,946,300
TIF #1	99,030	2,216,367	0	0	**0**	0	0
TIF #2	1,264,800	170,438	625,300	444,987	**365,300**	236,700	0
TIF #3	156,461	28,007	495,300	355,637	**540,300**	300,300	300
TIF #4	0	6,675	0	0	**0**	0	0
POLICE PENSION	2,887,616	3,356,989	3,339,300	3,342,300	**3,380,162**	3,478,642	3,580,076
MOTOR FUEL TAX	2,661,684	2,875,739	3,480,900	4,192,649	**2,797,400**	2,977,600	2,751,500
COMMUNITY DAYS FUND	0	0	0	0	**0**	0	0
TOTAL VILLAGE EXPENDITURES	60,230,527	241,449,073	66,550,733	66,532,406	**78,342,924**	75,589,990	69,422,224

MAJOR REVENUE AND FINANCING SOURCES

Notes

The two largest revenue sources (58.6%) for the Village in the FY 2016-2017 Budget are Taxes (38.1%) and Charges for Services (20.5%). 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	**18.8%**	12.5%	2.1%	2.1%			2.1%
Property Taxes	**10.3%**	8.9%	1.1%	0.0%	0.3%	0.0%	0.0%
Income Tax	**4.5%**	4.5%					
Telecommunications Tax	**1.2%**	1.2%					
Real Estate Transfer Tax	**0.4%**	0.4%					
Motor Fuel Tax	**1.1%**						1.1%
All Other Taxes	**1.8%**	1.8%					
TOTAL	**38.1%**	**29.3%**	**3.2%**	**2.1%**	**0.3%**	**0.0%**	**3.2%**

CHARGES FOR SERVICES	TOTAL	General	Water & Sewer
User Revenue – Water	**10.2%**	-	10.2%
User Revenue – Sewer	**7.5%**	-	7.5%
All Other	**2.8%**	2.6%	0.2%
TOTAL	**20.5%**	**2.6%**	**17.9%**

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 governments 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 2017 budget over the projected FY 2016 results. This 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, 2015. Property owners will pay this tax in two installments, due June 1 and September 1, 2016. A breakdown of the Village's total tax levy is as follows:

	Final 2014 Levy for FY 16	Estimated 2015 Levy for FY 17	% Change
General Fund			
Corporate	$4,074,004	$4,545,314	11.57%
Police Pension	2,745,546	2,771,317	0.94%
Subtotal	6,819,550	7,316,631	7.29%
Debt Service Fund	908,193	913,966	0.64%
Total Levy	$7,727,743	$8,230,597	6.51%
Equalized Assessed Val.	$952,983,530	$980,650,193	2.90%
Rate per $100 EAV	$0.8109	$0.8393	3.50%

Budget Assumptions – The 2015 tax levy, which will be received in FY 2016-17 was based on a projected increase in EAV of 2.9%, and a total dollar increase of 6.51%. The total dollar increase is due to a 11.57% increase in the General - Corporate Levy and a 3.94% increase in the Police Pension levy, and a .64% increase 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 governments the beginning of April.

Budget Assumptions - To prepare the FY 2017 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 2016. The Village will closely monitor the situation in the interim.

State-wide change in income tax receipts - FY 2016 receipts are projected to be 8.3% higher than the original budget. We budgeted no increase in the FY 2017 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 2016-17 budget assumes a 7% 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 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 2016-17 budget remained flat from current year budget. 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 20.4% 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 and FY 2016, 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. 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 (45%), Services and Charges (15%), Debt Service (4%), and Capital Projects (17%).

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 police dispatch services for the Village of Bensenville, the Village of Bloomingdale, the Village of Wood Dale, the City of Itasca and the DuPage Forest Preserve District. The Center will be adding the Village of Glendale Heights and several Fire Districts.

The General Fund accounts for 21% of all personal services costs. The personnel in the General Fund include all administrative and operational departments, (Administration, Finance, Building and Grounds, Community Development, and Community Relations) and public works departments (Electrical and Forestry, and Street).

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 plants which treat sewer discharges. Environmental Services staff ensures that the levels of discharge from the commercial and industrial customers are within the EPA required levels.

Internal Service Funds which include Information Technology and Fleet Services accounts for 4% of all personal services costs.

The remaining 9% is included in the Police Pension Fund for retiree benefit costs.

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.

Notes (Cont'd)

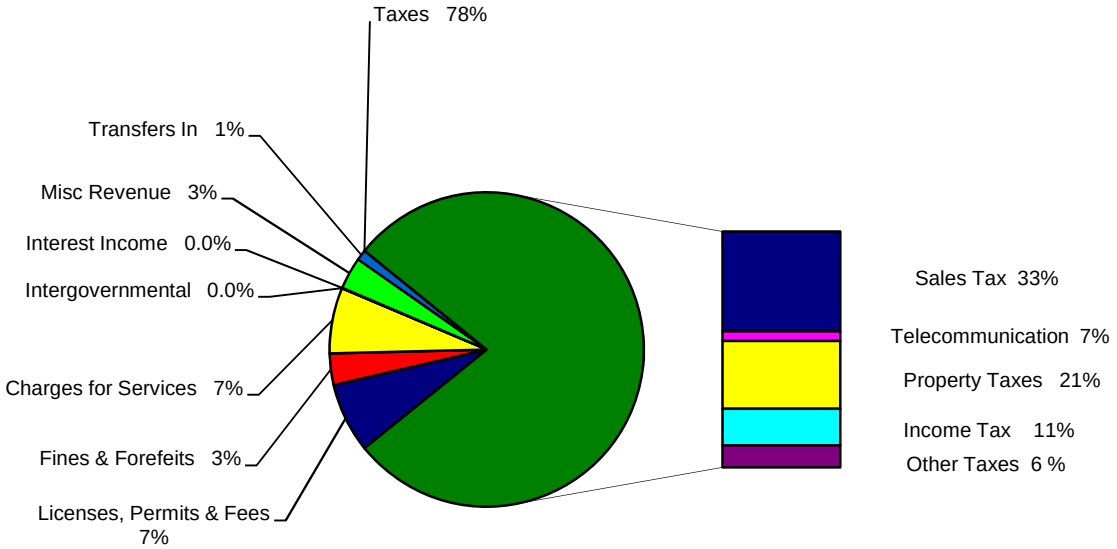
CAPITAL IMPROVEMENT PROJECTS

Capital Improvements account for 17% of all expenditures within the Village. The annual road improvement program which includes reconstruction and resurfacing of additional roads accounts for 22% of all capital. Replacement and maintenance of equipment in the Water and Sewer Fund account for 5% of all capital. The Village has received grants to purchase properties that were damaged in the 2008 and 2010 floods. The completion of this program, upgrades to Village facilities, improvements to the Village Green and the construction of a new Addison Consolidated Dispatch Center account for 73% of the total Capital Improvements budgeted.

DEBT SERVICE

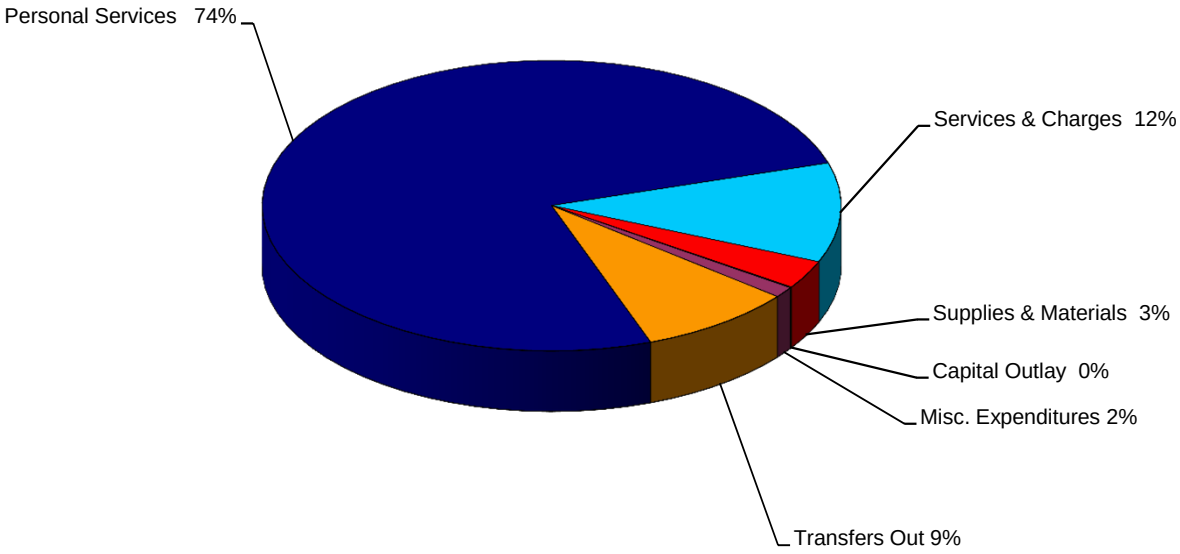
Debt Service payments are 5% of Village wide expenditures. Of the $3,808,772 needed for debt payments, $904,455 (24%) is paid with property taxes; the remaining $2,904,317 (76%) is paid with Home Rule Sales Tax Increment monies.

WHERE THE MONEY COMES FROM
GENERAL FUND REVENUES
2016-2017 FISCAL YEAR



	FY 2014-15 ACTUAL	FY 2015-16 ESTIMATE	**FY 2016-17 BUDGET**	PERCENTAGE CHANGE FY16 - FY17
Taxes	23,713,384	25,678,900	**25,152,400**	(2.05)%
Licenses, Permits & Fees	2,268,860	2,257,800	**2,303,200**	2.01%
Fines & Forefeits	925,672	1,047,300	**1,033,600**	(1.31)%
Charges for Services	943,902	1,330,600	**2,182,000**	63.99%
Intergovernmental	224,162	71,000	**0**	na
Interest Income	11,051	10,000	**10,000**	0.00%
Financing Revenue	0	0	**0**	0.00%
Miscellaneous Revenue	1,032,547	1,079,000	**1,058,600**	(1.89)%
Transfers In	672,500	2,500	**352,500**	160.00%
Total Revenue	29,792,078	31,477,100	**32,092,300**	1.95%

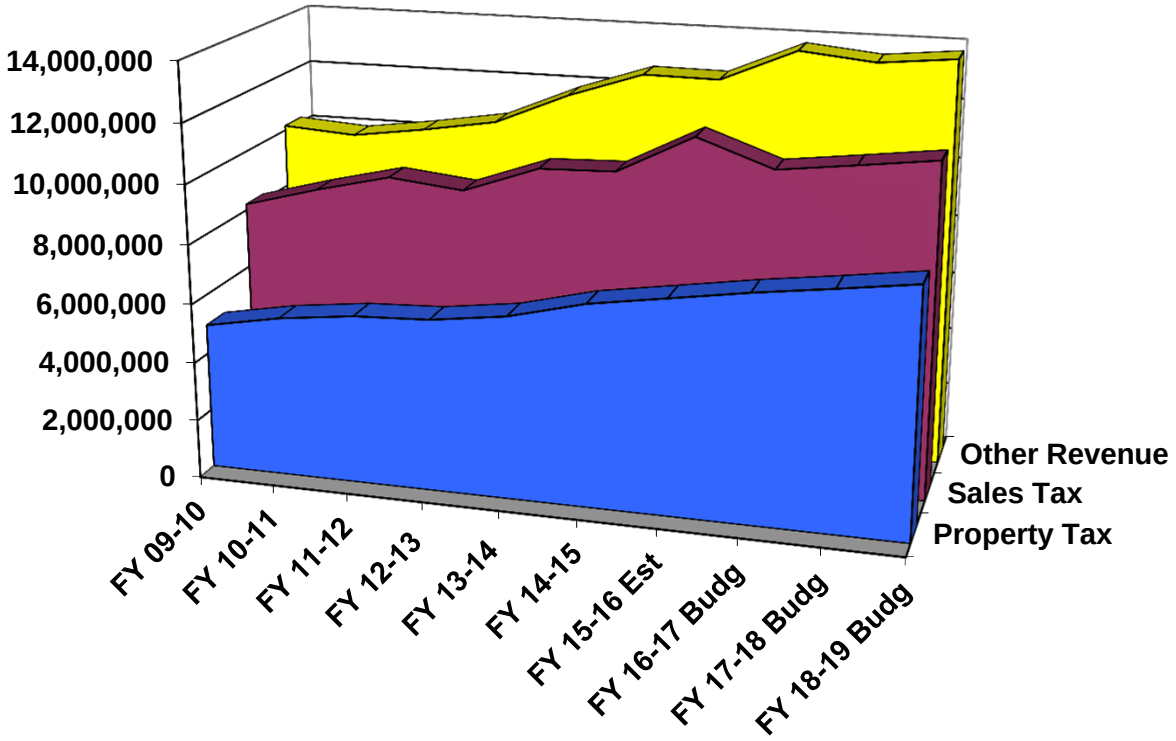
WHERE THE MONEY GOES
GENERAL FUND EXPENDITURES
2016-2017 FISCAL YEAR



	FY 2014-15 ACTUAL	FY 2015-16 ESTIMATE	**FY 2016-17 BUDGET**	PERCENTAGE CHANGE FY16 - FY17
Personal Services	21,849,641	22,702,513	**24,143,400**	6.35%
Services & Charges	3,386,857	3,456,473	**3,527,700**	2.06%
Supplies & Materials	808,616	983,100	**1,004,100**	2.14%
Capital Outlay	21,880	72,100	**28,900**	(59.92)%
Misc. Expenditures	430,336	372,500	**382,500**	0.00%
Transfers Out	2,574,798	2,671,800	**2,760,900**	3.33%
Total Expenditures	29,072,128	30,258,486	**31,847,500**	5.25%

GENERAL FUND REVENUES

PROPERTY TAX, SALES TAX
AND
OTHER GENERAL FUND REVENUE

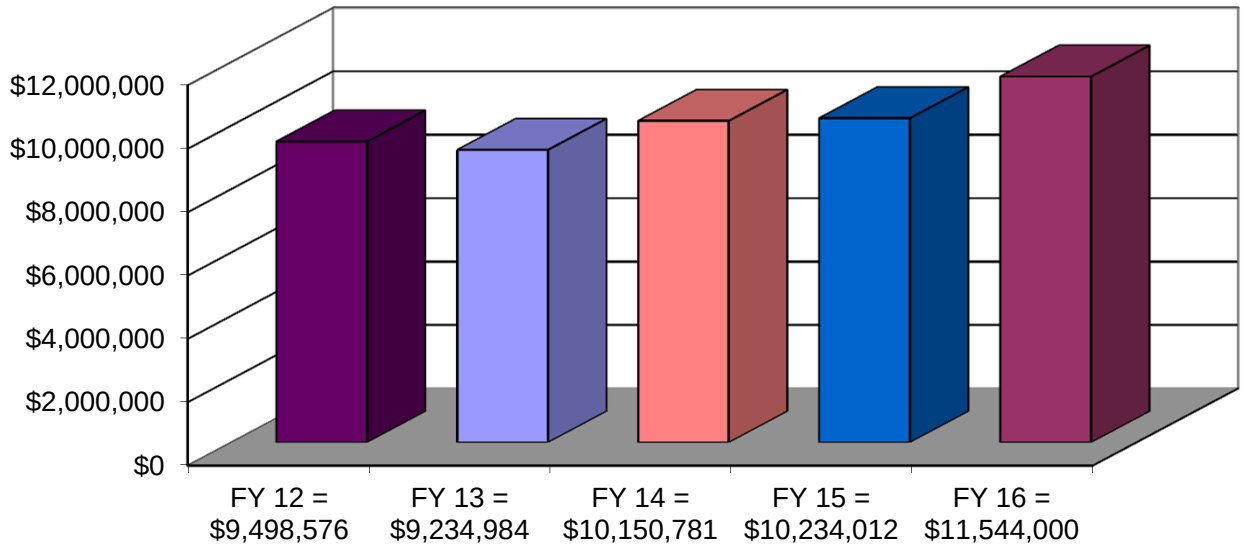


	Property Tax	Sales Tax	Other Revenue	Total Revenue
FY 09-10	4,976,960	8,198,886	10,155,945	23,331,791
FY 10-11	5,446,173	8,892,093	9,989,586	24,327,852
FY 11-12	5,748,435	9,498,576	10,350,129	25,597,140
FY 12-13	5,859,756	9,234,981	10,771,907	25,866,644
FY 13-14	6,204,367	10,150,781	11,854,911	28,210,059
FY 14-15	6,845,411	10,234,012	12,712,655	29,792,078
FY 15-16 Est	7,247,900	11,544,000	12,685,200	31,477,100
FY 16-17 Budg	7,652,300	10,651,700	13,788,300	32,092,300
FY 17-18 Budg	7,998,800	10,971,300	13,537,200	32,507,300
FY 18-19 Budg	8,361,900	11,300,500	13,790,500	33,452,900

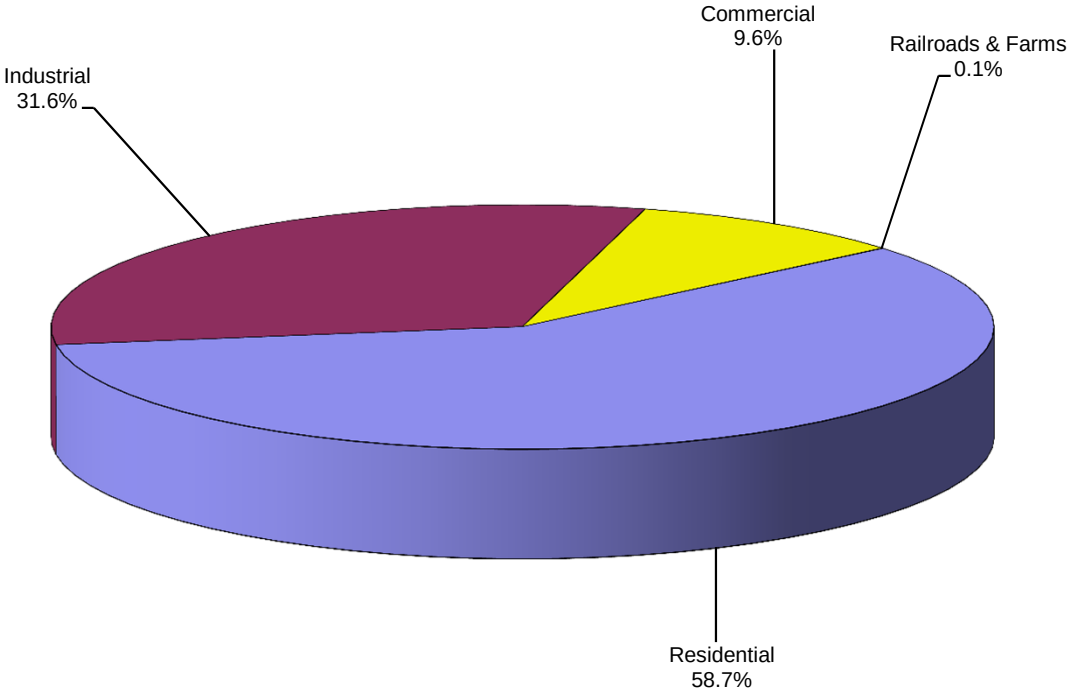
GENERAL FUND
SALES TAX & HOME RULE INCREMENT

		FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
LIABILITY MONTH	RECEIPT MONTH	Actual	% Change Over Last FY	Actual	% Change Over Last FY	Actual	% Change Over Last FY	Actual	% Change Over Last FY	Actual**	% Change Over Last FY
MAY	AUG	799,525	11.52%	808,831	1.16%	820,213	1.41%	905,503	10.40%	864,277	-4.55%
JUNE	SEPT	818,154	1.55%	786,631	-3.85%	763,764	-2.91%	798,069	4.49%	902,956	13.14%
JULY	OCT	824,909	11.97%	782,848	-5.10%	764,597	-2.33%	901,141	17.86%	914,816	1.52%
AUG	NOV	871,146	22.76%	847,349	-2.73%	878,531	3.68%	900,574	2.51%	899,319	-0.14%
SEPT	DEC	812,352	11.80%	761,304	-6.28%	758,635	-0.35%	880,728	16.09%	856,020	-2.81%
OCT	JAN	785,114	3.03%	811,805	3.40%	817,023	0.64%	901,538	10.34%	925,904	2.70%
NOV	FEB	810,088	9.80%	779,290	-3.80%	772,155	-0.92%	865,846	12.13%	857,417	-0.97%
DEC	MAR	834,344	-3.38%	801,305	-3.96%	898,429	12.12%	952,283	5.99%	940,692	-1.22%
JAN	APRIL	718,593	9.14%	667,092	-7.17%	782,637	17.32%	747,197	-4.53%	759,152	1.60%
FEB	MAY	701,645	11.99%	674,680	-3.84%	714,688	5.93%	727,865	1.84%	739,729	1.63%
MAR	JUNE	772,094	-0.04%	756,293	-2.05%	844,899	11.72%	858,238	1.58%	872,368	1.65%
APRIL	JULY	750,612	-3.26%	757,556	0.93%	851,979	12.46%	795,030	-6.68%	808,148	1.65%
One time audit adjustment						483,231				1,203,202	
TOTAL SALES TAX		9,498,576	6.82%	9,234,984	-2.78%	10,150,781	9.92%	10,234,012	0.82%	11,544,000	12.80%

** The last four months of FY 2016 are estimated based on current trending.



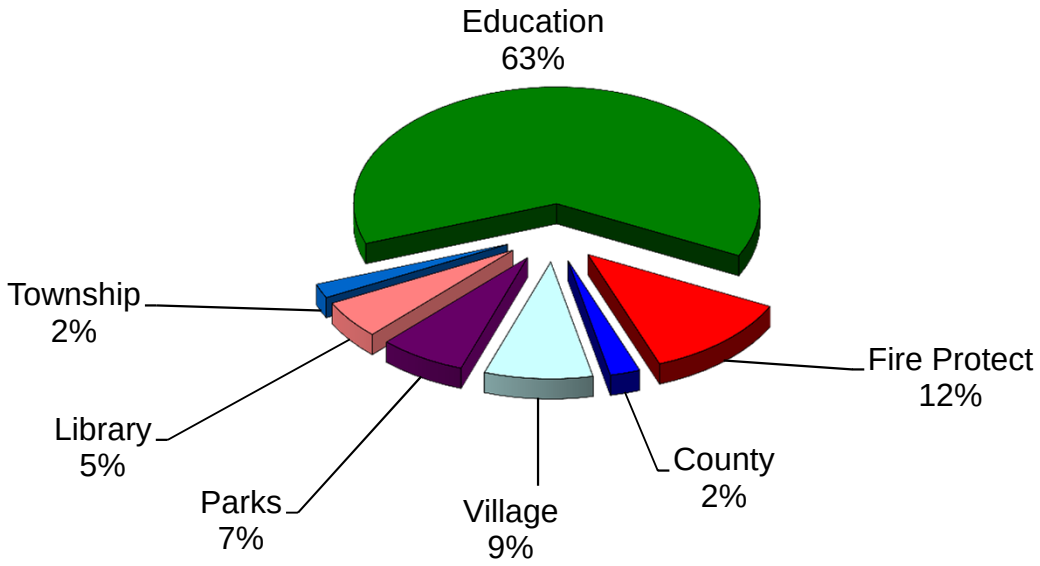
EQUALIZED ASSESSED VALUATION BREAKDOWN BY TYPE OF PROPERTY 2014 VALUATION



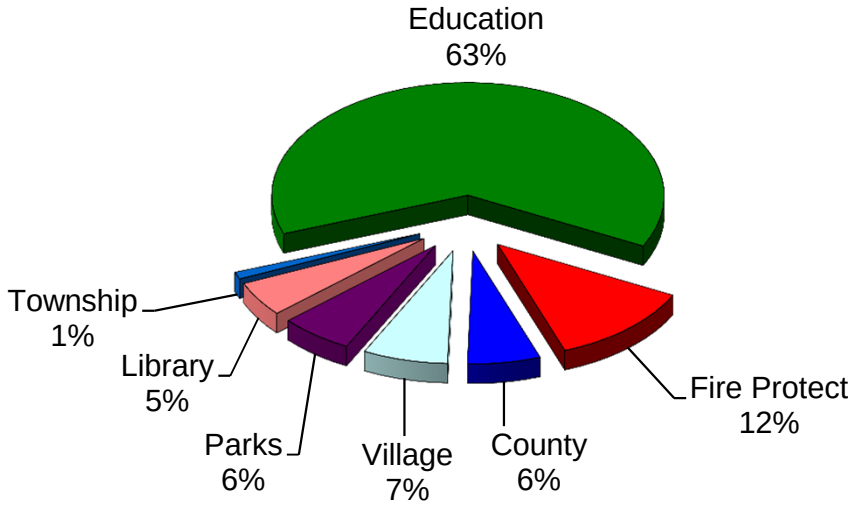
	2014 EAV	% of Total
Residential	559,853,119	58.7%
Industrial	300,842,740	31.6%
Commercial	91,846,560	9.6%
Railroads & Farms	441,111	0.1%
	952,983,530	100.0%

PROPERTY TAXES
WHERE DO THEY GO?

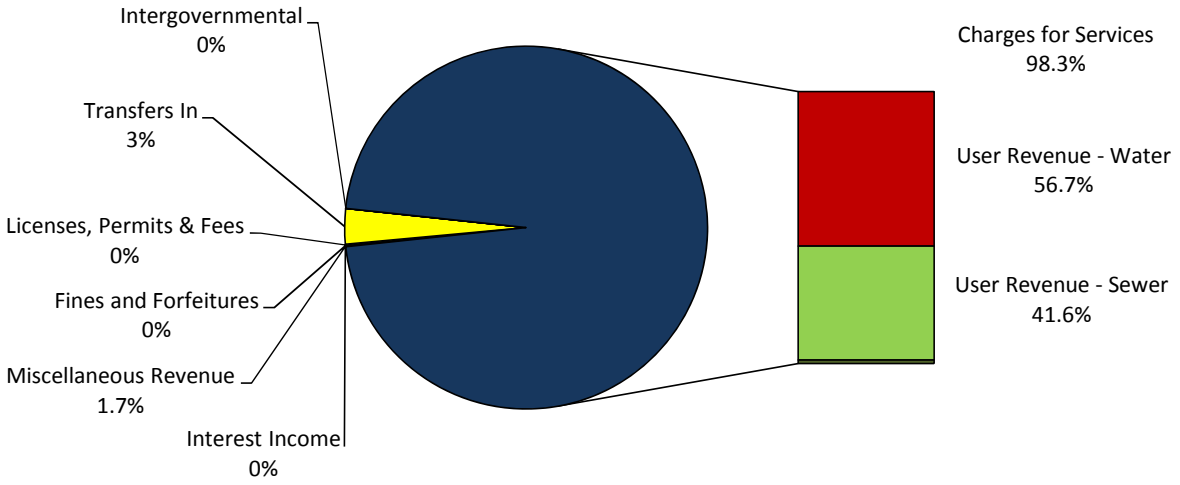
2014 TAX BILL



2004 TAX BILL



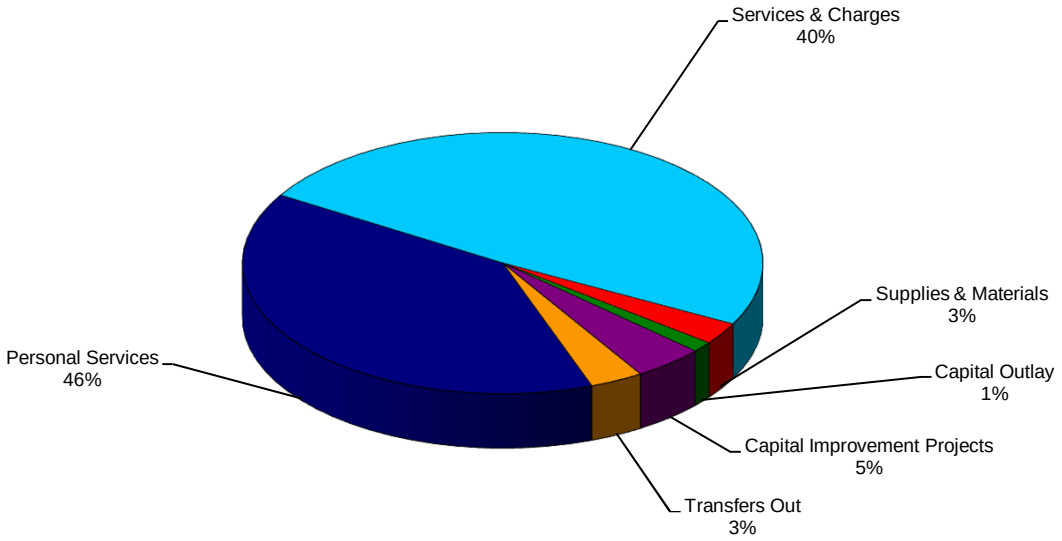
WHERE THE MONEY COMES FROM
ENTERPRISE FUND REVENUES
2016-2017 FISCAL YEAR



	2014-15 ACTUAL	2015-16 ESTIMATE	**2016-17 BUDGET**	% CHANGE FY16- FY17
Licenses, Permits & Fees	159,930	86,525	**19,000**	(78.04%)
Fines and Forefeitures	0	0	**0**	100.00%
Charges for Services	14,398,932	14,979,250	**15,329,200**	2.34%
Intergovernmental	0	337,000	**0**	0.00%
Interest Income	6,253	1,500	**1,500**	0.00%
Miscellaneous Revenue	4,546,432	2,215,226	**15,000**	(99.32%)
Transfers In	200,619	0	**500,000**	0.00%
Total Revenue	19,312,166	17,619,501	**15,864,700**	(9.96%)

The increase in Miscellaneous Revenue in the 2014-2015 Actual and the 2015-16 Estimate is due to the proceeds of an IEPA Loan for infrastructure improvements.

WHERE THE MONEY GOES
ENTERPRISE FUND EXPENSES
2016-2017 FISCAL YEAR



	2014-15 ACTUAL	2015-16 ESTIMATE	**2016-17 BUDGET**	% CHANGE FY16- FY17
Personal Services	5,686,329	5,852,557	**6,184,000**	5.66%
Services & Charges	6,979,362	7,709,759	**7,720,500**	0.14%
Supplies & Materials	358,552	377,700	**431,500**	14.24%
Capital Outlay	111,870	264,100	**202,400**	(23.36%)
Capital Improvement Projects	5,594,562	2,994,676	**690,300**	(76.95%)
Transfers Out	555,186	566,700	**520,200**	(8.21%)
Total Expenses	19,285,861	17,765,492	**15,748,900**	(11.35%)

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 2016-17 BUDGET

REVENUES

FUND	TOTAL	GENERAL	WATER SEWER	FLEET SERVICES	INFORMATION TECHNOLOGY	EQUIP. REPL.	DEBT SERVICE	CAPITAL PROJ.	REDEV
BEGINNING REVENUES	$85,543,979	$32,092,300	$15,864,700	$1,379,500	$1,224,400	$703,700	$15,612,355	$8,370,300	$0
TO/FROM:									
General	(2,760,900)			(1,116,700)	(1,075,700)	(568,500)			
Water/Sewer	(520,200)			(262,800)	(124,300)	(133,100)			
Fleet Services	(26,500)				(24,400)	(2,100)			
Inform Technology	0								
Equip. Repl.	0								
Debt Service	(500,000)		(500,000)						
Capital Projects	(5,115,000)						(75,000)		
Redevelopment	(13,890)								
Public Building Fund	(1,650,000)	(350,000)					(1,300,000)		
TIF 1	0								
TIF 2	(325,000)								
TIF 3	0								
TIF 4	0								
Police Pension	(2,500)	(2,500)							
Motor Fuel Tax	0								
Community Days	0								
TOTAL TRANSFERS	(10,913,990)	(352,500)	(500,000)	(1,379,500)	(1,224,400)	(703,700)	(1,375,000)	0	0
TOTAL REVENUES	**$74,629,989**	**$31,739,800**	**$15,364,700**	**$0**	**$0**	**$0**	**$14,237,355**	**$8,370,300**	**$0**

EXPENDITURES

FUND	TOTAL	GENERAL	WATER SEWER	FLEET SERVICES	INFORMATION TECHNOLOGY	EQUIP. REPL.	DEBT SERVICE	CAPITAL PROJ.	REDEV
BEGINNING EXPENDITURES	$78,342,926	$31,847,500	$15,748,900	$1,379,500	$1,224,400	$994,500	$9,348,774	$8,445,300	$13,890
FROM/TO:									
General	(352,500)								
Water/Sewer	(500,000)						(500,000)		
Fleet Services	(1,379,500)	(1,116,700)	(262,800)						
Inform Technology	(1,224,400)	(1,075,700)	(124,300)	(24,400)					
Equip. Repl.	(703,700)	(568,500)	(133,100)	(2,100)					
Debt Service	(1,375,000)							(75,000)	
Capital Projects	(5,053,890)						(5,040,000)		(13,890)
Redevelopment	0								
Public Building Fund	0								
TIF 1	0								
TIF 2	0								
TIF 3	(325,000)								
TIF 4	0								
Police Pension	0								
Motor Fuel Tax	0								
Community Days	0								
TOTAL TRANSFERS	(10,913,990)	(2,760,900)	(520,200)	(26,500)	0	0	(5,540,000)	(75,000)	(13,890)
TOTAL EXPENDITURES	**$67,428,936**	**$29,086,600**	**$15,228,700**	**$1,353,000**	**$1,224,400**	**$994,500**	**$3,808,774**	**$8,370,300**	**$0**

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 2016-17 BUDGET

REVENUES

PUBLIC BLDG	TIF 1	TIF 2	TIF 3	TIF 4	POLICE PENSION	MFT	COMM. DAYS	FUND
$1,815,800	$0	$235,500	$334,624	$0	$5,205,900	$2,704,900	$0	**BEGINNING REVENUES**
								TO/FROM:
								General
								Water/Sewer
								Fleet Services
								Inform. Systems
								Equip. Repl.
								Debt Service
(5,040,000)								Capital Projects
(13,890)								Redevelopment
								Public Building Fund
								TIF 1
			(325,000)					TIF 2
								TIF 3
								TIF 4
								Police Pension
								Motor Fuel Tax
								Community Days
(5,053,890)	0	0	(325,000)	0	0	0	0	TOTAL TRANSFERS
($3,238,090)	**$0**	**$235,500**	**$9,624**	**$0**	**$5,205,900**	**$2,704,900**	**$0**	**TOTAL REVENUES**

EXPENDITURES

PUBLIC BLDG	TIF 1	TIF 2	TIF 3	TIF 4	POLICE PENSION	MFT	COMM. DAYS	FUND
$2,257,000	$0	$365,300	$540,300	$0	$3,380,162	$2,797,400	$0	**BEGINNING EXPENDITURES**
								FROM/TO:
(350,000)					(2,500)			General
								Water/Sewer
								Fleet Services
								Inform. Systems
								Equip. Repl.
(1,300,000)								Debt Service
								Capital Projects
								Redevelopment
								Public Building Fund
								TIF 1
								TIF 2
		(325,000)						TIF 3
								TIF 4
								Police Pension
								Motor Fuel Tax
								Community Days
(1,650,000)	0	(325,000)	0	0	(2,500)	0	0	TOTAL TRANSFERS
$607,000	**$0**	**$40,300**	**$540,300**	**$0**	**$3,377,662**	**$2,797,400**	**$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 2016-17.

CAPITAL SPENDING

Land/Building	$8,977,300
Street	2,797,400
Water System	690,300
Sanitary/Storm Sewers	0
Water Pollution Control	0
Miscellaneous	540,000
TOTAL	$13,005,000

FUND (DEPARTMENT)

Motor Fuel Tax (Community Development, Street)	$2,797,400
Capital Projects (Community Development, Police)	8,370,300
Redevelopment	0
Public Building (E&F, Fleet Services, IT, B&G, Com Rel, Police, WPC)	562,000
TIF # 1	0
TIF # 2	0
TIF # 3 (Public Works, Community Development)	540,000
Fleet Services	0
Information Technology	45,000
Water & Sewer (Water)	690,300
TOTAL	$13,005,000

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	2014-15 ACTUAL	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 PROJ	2018-19 PROJ	2019-20 PROJ
	LAND/BUILDINGS							
4404	PUBLIC WORKS FACILITY	PUB BLDG	0	155,956 a,t	**70,000 a,t**	41,000 a,t	0	0
4405	VILLAGE HALL/POLICE FACILITY	"	257,334 a,t	433,791 a,t	**461,400 a,t**	488,800 a,t	638,800 a,t	0
4450	DRISCOLL PROPERTY	"	140,406 t	9,500 t	**0**	0	0	0
4413	HISTORICAL BUILDINGS	"	44,929 a,t	25,110 a,t	**25,000 a,t**	0	0	0
4537	SEWER & WASTEWATER FACILITIES	"	0	17,021 t	**50,600 t**	25,000 t	7,500 t	0
4306	LAND ACQUISITION	TIF2	0	17,600 a	**0**	0	0	0
4307	PARK PURCHASE AND DEVELOPMENT	"	168,488 a	0	**0**	0	0	0
4404	ACDC EXPANSION	CAP PROJ	0	169,924 a	**6,809,500 b**	4,222,400 b	0	0
4572	FEMA & STATE BUYOUTS - 2008	"	1,497,808 c1,2	756,279 c1,2	**794,800 c1,2**	0	0	0
4584	FEMA & STATE BUYOUTS - 2010	"	0	0	**766,000 c1,2**	0	0	0
4539	IEPA LOAN INFRASTRUCTURE	WPC	4,924,934 b	1,095 b	**0**	0	0	0
	SUBTOTAL		7,033,899	1,586,276	**8,977,300**	4,777,200	646,300	0
	STREETS							
4401	STREET MAINT. PROGRAM	MFT	1,796,549 a,m	3,050,970 a,m	**2,400,000 a,m**	2,333,400 a,m	1,200,000 a,m	1,700,000 a,m
4415	MILL RD: LAKE - ARMY TRAIL	"	97,362 a,m	11,094 a,m	**0**	0	0	0
4415	ARMY TRAIL - MILL-RT 53 - STP	"	0	0	**0**	139,200 a.m	368,300 a,m	147,300 a,m
4416	SWIFT ROAD RESURFACING	"	616,545 a,m	75,172 a,m	**0**	0	0	0
4416	SWIFT ROAD - PHASE II	"	0	0	**76,100 a,m**	0	0	0
4421	LOMBARD ROAD - FULLERTON-LAKE	"	0	0	**0**	0	0	172,100 a.m
4425	GRACE ST - RESURF	"	209,098 a,m	0	**0**	0	0	0
4426	ROUTE 53 - ARMY TRAIL-LAKE	"	0	0	**0**	0	659,000 a,m	0
4429	IOWA - RESURFACING	"	0	155,523 a,m	**0**	0	0	0
4429	VILLAGE ALLEYS	"	0	68,736 a,t	**0**	0	0	0
4459	MFT SIDEWALK PROGRAM	"	54,129 a,t	132,654 a,t	**125,000 a,t**	125,000 a,t	125,000 a,t	125,000 a,t
4479	SIDEWALK PROGRAM - TRIP HAZARD	"	88,117 a,t	106,053 a,t	**100,000 a,t**	100,000 a,t	100,000 a,t	100,000 a,t
4573	ARDMORE	"	0	187,369 a,m	**3,100 a,m**	230,000 a,m	25,000 a,m	0
4575	ADA SIDEWALK COMPIANCE	"	13,439 a,t	80,164 a,t	**50,000 a,t**	50,000 a,t	50,000 a,t	50,000 a,t
4585	KINGS POINT PATCHING PROGRAM	"	0	311,914 a,m	**43,200 a,m**	0	0	0
XXXX	FULLERTON - STP	"	0	0	**0**	0	224,200 a,m	593,400 a,m
XXXX	ARMITAGE	"	0	13,000 a,m	**0**	0	0	0
4429	ARMY TRAIL AT/AND MILL RD	REDEV	0	38,227 a	**0**	0	0	0
4479	SIDEWALK PROGRAM - TRIP HAZARD	TIF 3	0	289 a	**0**	0	0	0
	SUBTOTAL		2,875,239	4,231,165	**2,797,400**	2,977,600	2,751,500	2,887,800
	WATER SYSTEM							
4414	ADDISON ROAD RESURFACE	WATER	24,488 a	0	**0**	0	0	0
4415	MILL/ARMY TRAIL IMPROV	"	0	21,800 a	**0**	0	0	0
4521	PAINT CHESTNUT/WOODLAND RESRVR	"	0	0	**0**	96,000 a	0	0
4429	ARMY TRAIL AT/AND MILL RD	REDEV	0	14,493 a	**0**	0	0	0
4503	WATERMAIN REPLACEMENT	"	228,280 a	0	**500,000 b**	736,200 b	1,300,000 **b**	0
4503	IOWA AVENUE	"	0	309,500 a	**0**	0	0	0
4509	WATER TOWER WORK/PAINT	"	86,349 a	112,300 a	**0**	0	649,000 **a**	0
4513	FULLERTON BOOSTER STATION	"	0	0	**80,300 a**	0	0	0
4519	AUTOMATIC RADIO READ SYSTEM	"	199,644 a	120,100 a	**110,000 a**	5,000 a	5,000 **a**	0
4529	ARMY @ JFK - WATERMAIN	TIF 3	0	11,712 a	**0**	0	0	0
	SUBTOTAL		538,761	589,905	**690,300**	837,200	1,954,000	0
	SEWER SYSTEM							
4497	POND IMPROVEMENTS	SEWER	45,185 a	0	**0**	0	0	0
4543	SEWER EXTENSIONS-HARVARD	"	0	77,600 a	**0**	0	0	0
4551	REBUILD MOTORS/PUMPS-DAPS	"	0	45,000 a	**0**	45,000 a	0	0
	SUBTOTAL		45,185	122,600	**0**	45,000	0	0
	WATER POLLUTION CONTROL							
4535	NTP WATER MAIN	WPC	0	0	**0**	45,000 a	0	0
4569	REPLACE STANDBY FEED - NTP	"	0	135,000 a	**0**	0	0	0
4570	EXCESS FLOW LIFT STATION-IEPA 2	"	85,682 a	2,172,281 b	**0**	0	0	0
4587	ANAEROBIC DIGESTER CLEANING	"	0	0	**0**	105,000 a	0	0
4589	AERATION SYSTEM SHEATH	"	0	0	**0**	35,000 a	0	0
	SUBTOTAL		85,682	2,307,281	**0**	185,000	0	0
	MISCELLANEOUS							
4475	NOISE WALLS	CAP PROJS	71,361 g	92,324 g	**0**	0	0	0
4483	I-290 BRIDGE	"	9,192 c5	0	**0**	0	0	0
4498	WESTWOOD CREEK STABILIZATION	REDEV	0	46,102 a	**0**	0	0	0
4498	WESTWOOD CREEK STABILIZATION	TIF 1	716,857 a	0	**0**	0	0	0
4538	GREEN MEADOWS REDEVELOPMENT	TIF 3	27,761 a	343,351 a	**540,000 a**	300,000 a	0	0
	SUBTOTAL		825,171	481,777	**540,000**	300,000	0	0
	TOTAL CAPITAL SPENDING		11,403,937	9,319,004	**13,005,000**	9,122,000	5,351,800	2,887,800

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

a. CASH ON HAND	2,257,648	3,046,025	**1,929,800**	2,140,600	2,537,100	15,700
b. DEBT FINANCING	4,924,934	2,173,376	**5,040,000**	4,222,400	0	0
c. GRANTS						
1. FEDERAL	1,497,808	756,279	**1,450,800**	0	0	0
2. STATE	0	0	**110,000**	0	0	0
3. LOCAL	6,643	0	**1,769,500**	0	0	0
4. CDBG	0	358,000	**0**	0	0	0
5. CMAQ	9,192	0	**0**	0	0	0
g. INSURANCE PROCEEDS	71,361	92,324	**0**	0	0	0
m. MOTOR FUEL TAX	905,342	903,000	**903,000**	903,000	903,000	903,000
t. HOME RULE SALES TAX	1,731,009	1,990,000	**1,801,900**	1,856,000	1,911,700	1,969,100
TOTAL CAPITAL FUNDING	11,403,937	9,319,004	**13,005,000**	9,122,000	5,351,800	2,887,800

Capital Improvement Program (CIP)
Impact on FY 2016-17 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

4404 ACDC Expansion

The Village will begin construction of a state of the art NFPA 1221 Communications Center that will be used by the Addison Consolidated Dispatch Center (ACDC). ACDC has expanded and continues to add agencies it provides dispatch services for. In addition, the facility will serve as a "back-up" solution for the residents of DuPage County.

Operating Budget Impact: The service fee assessed each of the agencies is used to cover the cost of their respective services. The cost of the construction of the facility is in the Capital Projects budget, whereas the costs of maintaining the new facility are included in the Consolidated Dispatch Center and Building and Grounds budgets.

4572 FEMA and State Buyouts - 2008
4584 FEMA and State Buyouts – 2010

Federal and State funding will allow the Village to acquire 14 flood prone properties in three (3) different subdivisions 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.

Streets

4479 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 16-17

Street Maintenance

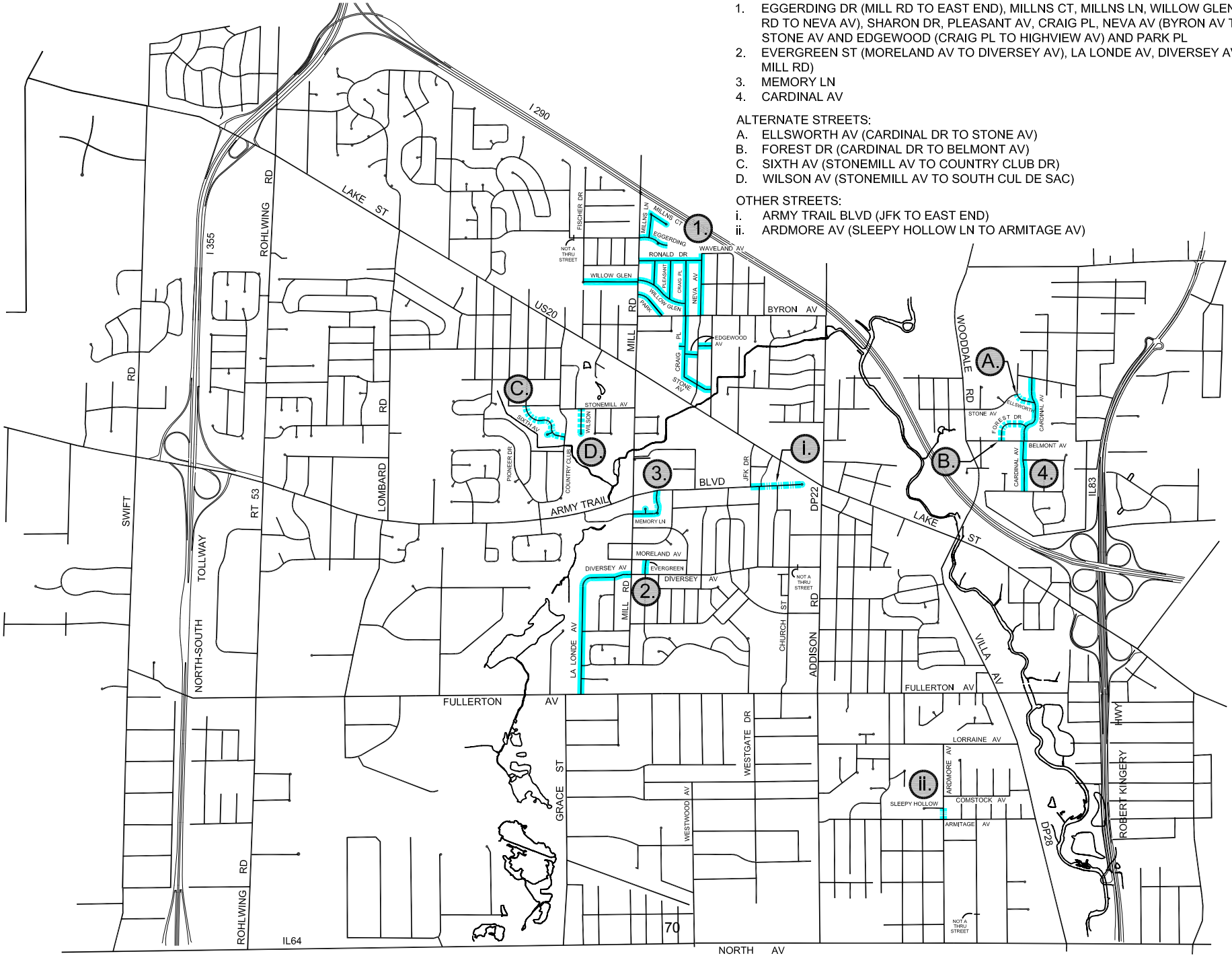
1. EGGERDING DR (MILL RD TO EAST END), MILLNS CT, MILLNS LN, WILLOW GLEN, RONALD DR (MILL RD TO NEVA AV), SHARON DR, PLEASANT AV, CRAIG PL, NEVA AV (BYRON AV TO WAVELAND AV), STONE AV AND EDGEWOOD (CRAIG PL TO HIGHVIEW AV) AND PARK PL
2. EVERGREEN ST (MORELAND AV TO DIVERSEY AV), LA LONDE AV, DIVERSEY AV (LA LONDE AV TO MILL RD)
3. MEMORY LN
4. CARDINAL AV

ALTERNATE STREETS:

A. ELLSWORTH AV (CARDINAL DR TO STONE AV)
B. FOREST DR (CARDINAL DR TO BELMONT AV)
C. SIXTH AV (STONEMILL AV TO COUNTRY CLUB DR)
D. WILSON AV (STONEMILL AV TO SOUTH CUL DE SAC)

OTHER STREETS:

i. ARMY TRAIL BLVD (JFK TO EAST END)
ii. ARDMORE AV (SLEEPY HOLLOW LN TO ARMITAGE 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. Policymakers 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.

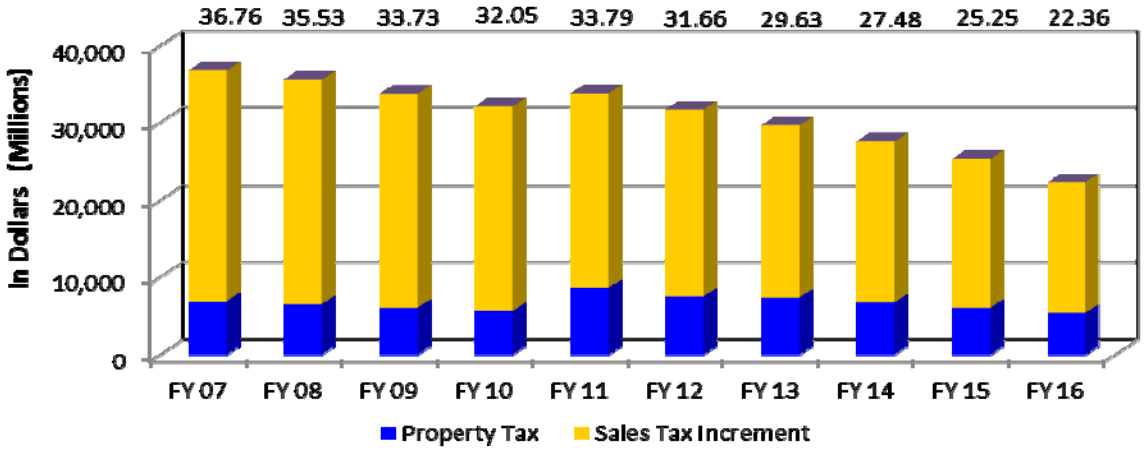
- The benefits of the improvement must outweigh its costs, including the interest costs of financing.

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 2007 through 2016



Note: The higher debt in FY 07 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, 2016

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	2,310,000	618,020	2,928,020
2006C G.O. BOND	LIBRARY BUILDING	6,900,000	12/15/26	770,000	45,045	815,045
2007 G. O. BOND	LIBRARY BUILDING	6,200,000	12/15/26	330,000	12,788	342,788
2008 REFUNDING BOND	ADVANCE REFUNDING 1998	6,015,000	12/16/20	3,725,000	635,700	4,360,700
2010 TAXABLE G.O BOND	DRISCOLL PROPERTY	3,500,000	12/16/30	2,925,000	1,264,633	4,189,633
2011 REFUNDING BOND	ADVANCE REFUNDING 2002	2,835,000	12/15/17	940,000	56,400	996,400
2012 REFUNDING BOND	ADVANCE REFUNDING 2004	3,985,000	12/15/19	2,365,000	155,100	2,520,100
2015 REFUNDING BOND	ADVANCE REFUNDING 2006C & 2007 - Partial	8,995,000	12/15/26	8,995,000	2,404,391	11,399,391
** 2016 G.O. PROJECTED*	*ACDC + CAP PROJ*	*11,500,000*	*12/15/37*	*To be issued in FY 2017*		
TOTAL ALL BONDS				22,360,000	5,192,076	27,552,076

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	2014-15 ACTUAL	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
BOND RETIREMENT FUND						
2010 TAXABLE G.O.	PROPERTY TAX	265,088	267,423	**269,655**	270,945	272,103
2012 REFUNDING	PROPERTY TAX	244,563	631,300	**634,800**	627,700	630,300
SUBTOTAL - PROPERTY TAX		509,651	898,723	**904,455**	898,645	902,403
2006A REFUNDING	SALES TAX INCR.	270,313	269,313	**261,887**	254,463	256,588
2006C G.O.	SALES TAX INCR.	565,798	578,477	**399,645**	415,400	0
2007 G.O.	SALES TAX INCR.	503,325	512,281	**342,788**	0	0
2008 REFUNDING	SALES TAX INCR.	501,675	530,800	**563,050**	597,650	1,065,250
2011 REFUNDING	SALES TAX INCR.	562,000	537,150	**507,600**	488,800	0
2015 REFUNDING	SALES TAX INCR.	0	0	**324,342**	652,200	1,075,400
** 2016 G.O. PROJECTED*	*SALES TAX INCR.*	*0*	*0*	***469,583***	*807,500*	*808,325*
SUBTOTAL - SALES TAX		2,403,111	2,428,021	**2,868,895**	3,216,013	3,205,563
IEPA LOAN 1	OPERATING REVENUE	0	263,913	**390,907**	390,908	390,908
IEPA LOAN 2	OPERATING REVENUE	0	0	**104,098**	104,098	104,099
SUBTOTAL - IEPA LOANS		0	263,913	**495,005**	495,006	495,007
TOTAL		2,912,762	3,590,656	**4,268,355**	4,609,663	4,602,972

** 2016 G.O. PROJECTED* — *It is anticipated that a $11,500,000 General Obligation Bond will be issued late in calendar 2016 to be used for construction of the Addison Consolidated Dispatch Center and other capital projects. The numbers included here and on the Debt Service page are estimates. The actual may be higher or lower depending on interest rates on the sale date.*

(BLANK)

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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1000	**REVENUES**	**TAXES**						
3001	PROPERTY TAXES - CURRENT	3,638,047	4,102,125	4,216,100	4,074,000	**4,500,000**	4,716,000	4,942,400
3002	PROPERTY TAXES - PRIOR YR	266	6,059	5,500	200	**5,500**	5,500	5,500
3003	ROAD & BRIDGE TAX - CURRENT	413,839	427,007	420,000	428,200	**428,000**	428,000	428,000
3004	ROAD & BRIDGE TAX - PRIOR YR	0	518	500	0	**500**	500	500
3005	REPLACEMENT TAXES	148,772	144,463	145,000	145,000	**145,000**	145,000	145,000
3007	POL PENSION PROPERTY TAX	2,152,215	2,309,702	2,718,300	2,745,500	**2,718,300**	2,848,800	2,985,500
3010	REAL ESTATE TRANSFER TAX	329,394	362,000	365,000	360,000	**365,000**	365,000	365,000
3020	INCOME TAX	3,599,856	3,617,900	3,583,000	3,880,000	**3,880,000**	3,880,000	3,880,000
3025	TELECOMMUNICATIONS TAX	1,395,198	1,301,914	1,000,000	1,100,000	**1,025,000**	950,000	875,000
3030	SALES TAX	8,382,852	8,503,004	9,083,400	9,554,000	**8,849,800**	9,115,300	9,388,800
3031	SALES TAX INCREMENT	1,767,929	1,731,008	1,871,500	1,990,000	**1,801,900**	1,856,000	1,911,700
3034	LOCAL USE TAX	648,133	761,938	709,900	820,000	**820,000**	844,600	869,900
3045	AUTO RENTAL TAX	4,596	5,372	5,000	5,000	**5,000**	5,000	5,000
3046	VIDEO GAMING TAX	41,742	107,667	150,000	220,000	**230,000**	253,000	278,300
3050	ROOM TAX (HOTEL-MOTEL)	308,338	332,707	346,000	357,000	**378,400**	401,100	425,200
	SUBTOTAL - TAXES	22,831,177	23,713,384	24,619,200	25,678,900	**25,152,400**	25,813,800	26,505,800
		LICENSES, PERMITS, AND FEES						
3101	VEHICLE LICENSES	542,480	643,149	600,000	620,000	**620,000**	620,000	620,000
3110	BUSINESS LICENSES	241,170	268,992	291,000	291,000	**311,000**	311,000	311,100
3115	LIQUOR LICENSES	148,954	169,866	160,000	170,000	**170,000**	170,000	170,000
3117	MULTIPLE DWELLING LICENSES	213,425	309,340	220,000	309,000	**309,000**	309,000	309,000
3118	BUILDING PERMITS	183,116	244,227	170,000	200,000	**210,000**	220,000	230,000
3120	BLDG/ZON SUBDIV FEES	3,452	2,720	3,000	6,000	**5,000**	5,000	5,000
3123	PLANNING/DEVELOP FEES	33,202	46,187	30,000	45,000	**45,000**	45,000	45,000
3125	DEVELOPMENT REVIEW FEE	5,699	32,540	5,000	30,000	**30,000**	30,000	30,000
3131	FRANCHISE FEE - CATV	408,417	443,870	440,000	465,000	**518,300**	574,300	633,100
3140	ANNEXATION/TAP ON FEES	7,511	7,602	5,000	8,000	**7,500**	7,500	7,500
3150	ALARM PERMIT FEES	15,340	13,845	13,000	13,000	**13,000**	13,000	13,000
3170	SOLICITOR'S FEES	325	195	300	700	**300**	300	300
3175	CHARITY GAME FEES	1,851	9,766	0	0	**0**	0	0
3180	SEX OFFENDER REG FEE	965	1,100	700	1,000	**1,000**	1,000	1,000
3190	FINGERPRINTING FEE	1,500	775	800	800	**800**	800	800
3195	BUSINESS LIC BACKGROUND	11,842	10,203	8,000	14,000	**11,000**	11,000	11,000
3196	FIRE PLAN REVIEW FEES	10,331	18,320	11,300	14,000	**11,300**	11,300	11,300
3197	PLUMBING INSPECTION FEES	31,905	1,320	0	300	**0**	0	0
3198	REVIEW & INSPECTION FEES	84,290	43,343	40,000	70,000	**40,000**	40,000	40,000
3199	OTHER LICENSES & PERMITS	0	1,500	0	0	**0**	0	0
	SUBTOTAL - LICS./ PERMITS/FEES	1,945,775	2,268,860	1,998,100	2,257,800	**2,303,200**	2,369,200	2,438,100
		FINES & FORFEITS						
3201	POLICE FINES	266,446	217,512	235,000	235,000	**235,000**	235,000	235,000
3202	PARKING FINES	357,467	318,571	325,000	325,000	**325,000**	325,000	325,000
3203	DUI/DRUG FINE-STATE 910822	0	0	0	100	**0**	0	0
3205	BUILDING FINES	0	5,339	5,000	5,000	**5,000**	0	0
3206	COURT FEES - TRAFFIC VIOL SB1260	24,017	19,216	19,100	19,100	**19,100**	19,100	19,100
3207	OVERWEIGHT TRUCK FINES	15,032	5,446	5,000	22,000	**15,000**	15,000	15,000
3208	ADMIN ADJUDICATION	11,960	10,365	9,000	13,200	**13,000**	13,000	13,000
3209	RED LIGHT CAMERA ENFORCEMENT	223,412	154,259	143,000	256,000	**250,000**	250,000	250,000
3215	ANIMAL IMPOUNDING	300	335	500	500	**500**	500	500
3220	VEHICLE IMPOUND FEE	112,470	90,500	88,000	91,400	**91,000**	91,000	91,000
3222	TRUCK PERMIT FEE	16,715	22,615	16,700	31,000	**31,000**	31,000	31,000
3223	FTA WARRANT FEE - PD	9,590	7,584	0	0	**0**	0	0
3225	FALSE ALARM CHARGES - OTHER	22,605	28,880	20,000	24,000	**24,000**	24,000	24,000
3230	ADMIN ADJ - COM DEV	38,510	45,050	25,000	25,000	**25,000**	25,000	25,000
	SUBTOTAL - FINES & FORFEITS	1,098,524	925,672	891,300	1,047,300	**1,033,600**	1,028,600	1,028,600

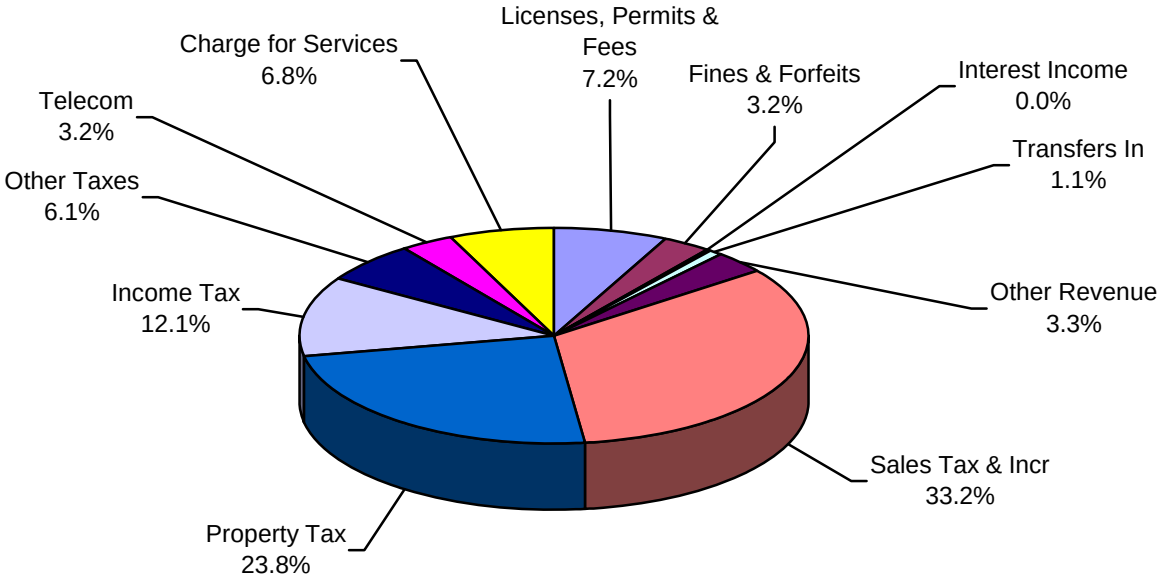
Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1000	**REVENUES (Cont'd)**	**CHARGES FOR SERVICES**						
3350	GARBAGE BILLING	241,671	249,125	247,200	255,000	**258,800**	274,800	287,600
3351	BRUSH PICK-UP	107,463	107,391	108,000	107,000	**107,400**	107,400	107,400
3355	BAIL BONDS	13,012	11,670	10,000	10,000	**10,000**	10,000	10,000
3360	CONS DISPATCH CTR	563,667	575,716	839,500	958,600	**1,805,800**	1,844,600	1,892,600
	SUBTOTAL - CHRGS FOR SVCS	925,813	943,902	1,204,700	1,330,600	**2,182,000**	2,236,800	2,297,600
		INTERGOVERNMENTAL REVENUES						
3415	ARRA - JAG STARCOM	272,000	0	0	0	**0**	0	0
3440	GRANTS - LOCAL	0	0	0	0	**0**	0	0
	EAB/TREE (DMMC)	20,000	0	0	0	**0**	0	0
3471	DPICJ JAG DATA EXCHANGE	0	224,162	0	71,000	**0**	0	0
	SUBTOTAL - INTERGOVTL REVS	292,000	224,162	0	71,000	**0**	0	0
		INTEREST INCOME						
3510	INVESTMENT INTEREST	14,343	10,787	10,000	10,000	**10,000**	10,000	10,000
3520	INTEREST-PROPERTY TAX	86	70	0	0	**0**	0	0
3540	INTEREST ON LOANS	40	194	0	0	**0**	0	0
	SUBTOTAL - INTEREST INCOME	14,469	11,051	10,000	10,000	**10,000**	10,000	10,000
		MISCELLANEOUS REVENUE						
3750	PROCEEDS RESERVE DMMC BLDG	0	15,119	0	0	**0**	0	0
3801	REIMB-GRANTSEARCH LICENSE	0	1,080	0	3,200	**0**	0	0
3802	REIMB-INSURANCE	147,924	118,228	50,000	180,000	**110,000**	110,000	110,000
3806	REIMB-TRAINING - POLICE	8,952	12,188	0	0	**0**	0	0
3808	REIMB-COMED	0	0	0	1,700	**0**	0	0
3822	SALE OF MAPS/PUBLICATIONS	244	227	200	200	**200**	200	200
3824	SALE POSTAGE STAMPS	603	784	500	500	**500**	500	500
3826	REIMBURSE WALMART SIGNAL	0	0	0	3,800	**0**	0	0
3827	REIMB - FEMA FLOOD 4/17/13	2,086	0	0	0	**0**	0	0
3828	REIMB- PD OFFICERS FROM DEA	26,008	80,825	76,400	108,100	**108,000**	108,000	108,000
3829	REIMB- PD OFFICERS FROM ICE	0	97,439	76,000	107,100	**107,000**	107,000	107,000
3830	POLICE REPORTS	6,723	6,218	6,000	6,000	**6,000**	6,000	6,000
3833	SCHOOL LIAISON PROGRAM	145,694	201,774	145,000	145,000	**145,000**	145,000	145,000
3834	SCHOOL SECURITY	0	15,046	10,000	10,000	**10,000**	10,000	10,000
3839	PUBLIC SAFETY	18,681	24,908	25,000	25,000	**25,000**	25,000	25,000
3850	WEED CONTROL	0	7,908	0	2,800	**0**	0	0
3853	AUCTION/SALE OF FIXED ASSETS	0	457	0	1,200	**0**	0	0
3860	RENTALS & CONCESSIONS	382,330	403,805	424,000	434,200	**455,900**	478,700	602,600
3861	CONTRIBUTIONS & DONATIONS	5,000	0	0	0	**0**	0	0
3876	CASH OVER/SHORT	(427)	160	0	200	**0**	0	0
3899	MISCELLANEOUS REVENUES	55,983	46,381	56,000	50,000	**91,000**	56,000	56,000
	SUBTOTAL - MISC REVENUES	799,801	1,032,547	869,100	1,079,000	**1,058,600**	1,046,400	1,170,300
		TRANSFERS IN						
3944	TRANSFER FROM PUBLIC BDG	300,000	70,000	500,000	0	**350,000**	0	0
3970	TRANSFER FROM POLICE PENSION	2,500	2,500	2,500	2,500	**2,500**	2,500	2,500
3992	TRANSFER FROM DEBT SERVICE	0	600,000	0	0	**0**	0	0
	SUBTOTAL - TRANSFERS IN	302,500	672,500	502,500	2,500	**352,500**	2,500	2,500
	TOTAL REVENUES	28,210,059	29,792,078	30,094,900	31,477,100	**32,092,300**	32,507,300	33,452,900
	LESS: TOTAL EXPENDITURES	28,461,678	29,072,128	30,219,000	30,258,486	**31,847,500**	33,134,900	34,214,800
	SURPLUS (DEFICIT)	(251,619)	719,950	(124,100)	1,218,614	**244,800**	(627,600)	(761,900)

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 prior to Fiscal 2011 when the Village experienced it's first drop in EAV. After six years of declining EAV, Fiscal 2017 is looking at an increase in EAV. We expect this recovery to continue 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)

Summary (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. One of which, a Utility Tax of 5%, could conservatively produce an additional $1.6 million 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 2015 tax levy, which will be received in FY 2016-17 was based on a projected increase in EAV of 2.9%, and a total dollar increase of 6.51%. The total dollar increase is due to an 11.57% increase in the Corporate Levy, a .94% increase in the Police Pension levy, and a .64% increase in the levy for Debt Service. The levy which corresponds to this budget was levied in December, 2015. Property owners will pay this tax in two installments due June 1 and September 1, 2016. A breakdown of the Village's total tax levy is as follows:

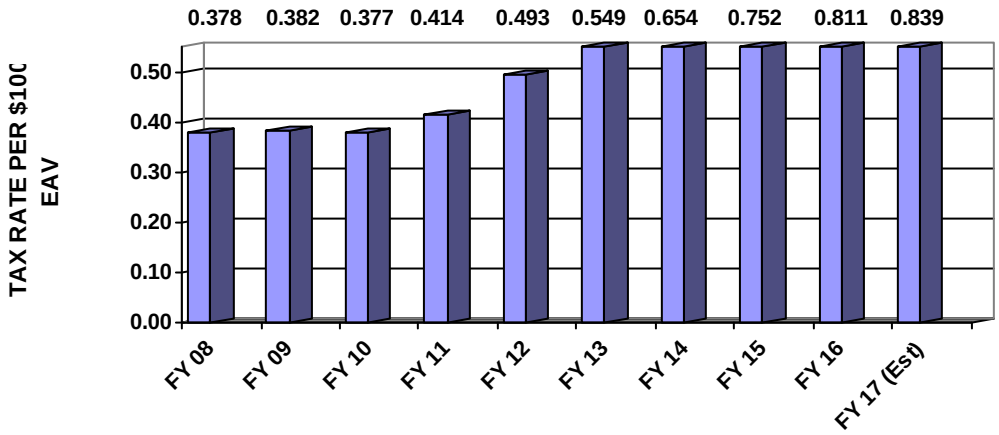
	Final 2014 Levy for FY 16	Estimated 2015 Levy for FY 17	% Change
General Fund			
Corporate	$4,074,004	$4,545,314	11.57%
Police Pension	2,745,546	2,771,317	0.94%
Subtotal	6,819,550	7,316,631	7.29%
Debt Service Fund	908,193	913,966	0.64%
Total Levy	$7,727,743	$8,230,597	6.51%
Equalized Assessed Val.	$952,983,530	$980,650,193	2.90%
Rate per $100 EAV	$0.8109	$0.8393	3.50%

GENERAL FUND REVENUE

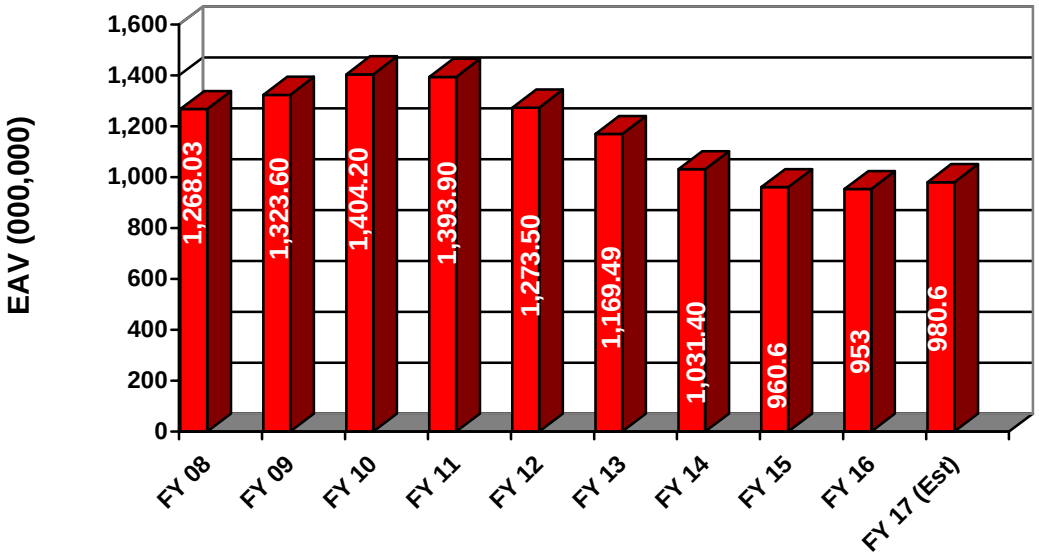
Notes (Cont'd)

3001 Property Taxes (Cont'd)

PROPERTY TAX RATE



EQUALIZED ASSESSED VALUE



The Corporate levy increased $471,310 from last year's levy, the Police Pension levy increased by $25,772 and Debt Service increased $5,773 for an increase of $502,855 or 6.51%. 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 payment amortization schedule.

Property taxes for 2015 attach as an enforceable lien on January 1, 2015, 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, 2016, and are payable in two installments, on or about June 1, 2016 and September 1, 2016. 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 2015 tax levy is intended to fund expenditures for the 2016-17 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 2015 EAV shows an estimated 2.9% increase over 2014.

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 2013	(Actual)	$ 3,329,232	10.62%
FY 2014	"	3,599,856	8.13%
FY 2015	"	3,617,900	0.50%
FY 2016	(Est. Actual)	3,880,000	7.24%
FY 2017	(Budget)	3,880,000	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 2017 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 2017. The Village will closely monitor the situation in the interim.

State-wide change in income tax receipts - FY 2016 receipts are projected to be 7.2% higher than the original budget. We budgeted no increase in the FY 2017 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.

3025 Telecommunications Tax (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 2016-17 budget assumes a slight decrease based upon trending.

3030 Sales Tax and 3031 Sales Tax Increment

		SALES TAX		SALES TAX INCREMENT	
		Amount	% Inc (Dec)	Amount	% Inc (Dec)
FY 2013	(Actual)	$7,675,969	(2.61)%	$1,559,012	(3.60)%
FY 2014	"	8,382,852	9.21%	1,767,929	13.40%
FY 2015	"	8,503,004	1.43%	1,731,008	(2.09)%
FY 2016	(Est. Actual) *	9,554,000	12.36%	1,990,000	14.96%
FY 2017	(Budget)	8,849,800	(7.37)%	1,801,900	(9.45)%

* The increase in FY 16 is due to a one-time adjustment made by the State which increased the Sales Tax and Sales Tax Increment the Village received.

Sales and Sales Tax Increment (home rule) revenues represent the largest single revenue source or about 33% 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:

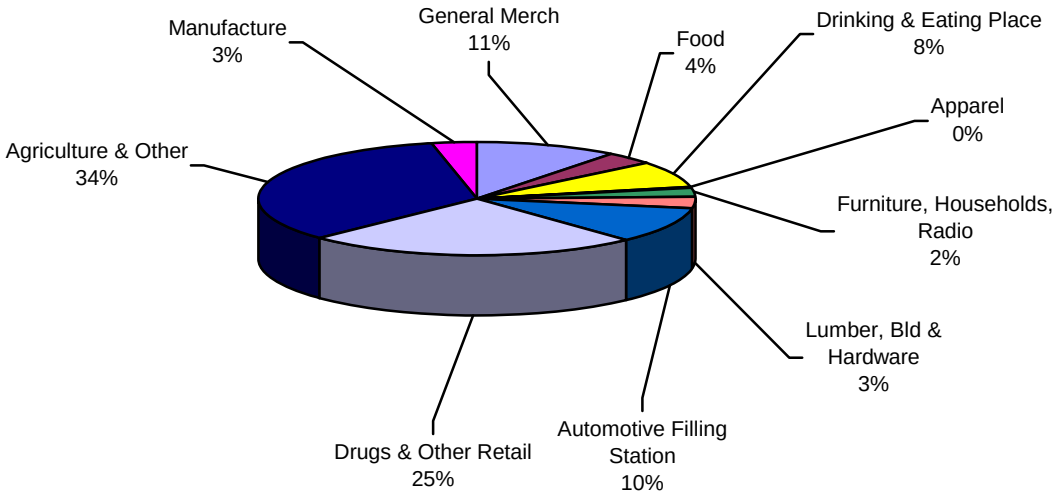
Rate	Fund	Year	Reason
.25	Debt Service Fund	1995	To Fund a Redevelopment Bond Issue
.25	Public Building Fund	1997	To Fund Bond Issues for Village Building Construction
.25	General Fund	2003	Additional Operating Revenue
.25	Motor Fuel Tax	2012	To Fund continuing Road Maintenance

Notes (Cont'd)

3030 Sales Tax and 3031 Sales Tax Increment (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 2015



Budget Assumptions – The Village anticipates a 3.0% increase in Sales Tax in the FY 2017 budget over the projected FY 2016 results, net of the $962,000 one-time Sales Tax Adjustment the State made during FY 2016.

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 2017.

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. The Village has budgeted a 4.5% increase in FY 2017

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.

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 147.

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. The current renewal includes an annual PEG payment of $30,000 for equipment replacement/upgrades.

3899 Miscellaneous Revenues

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

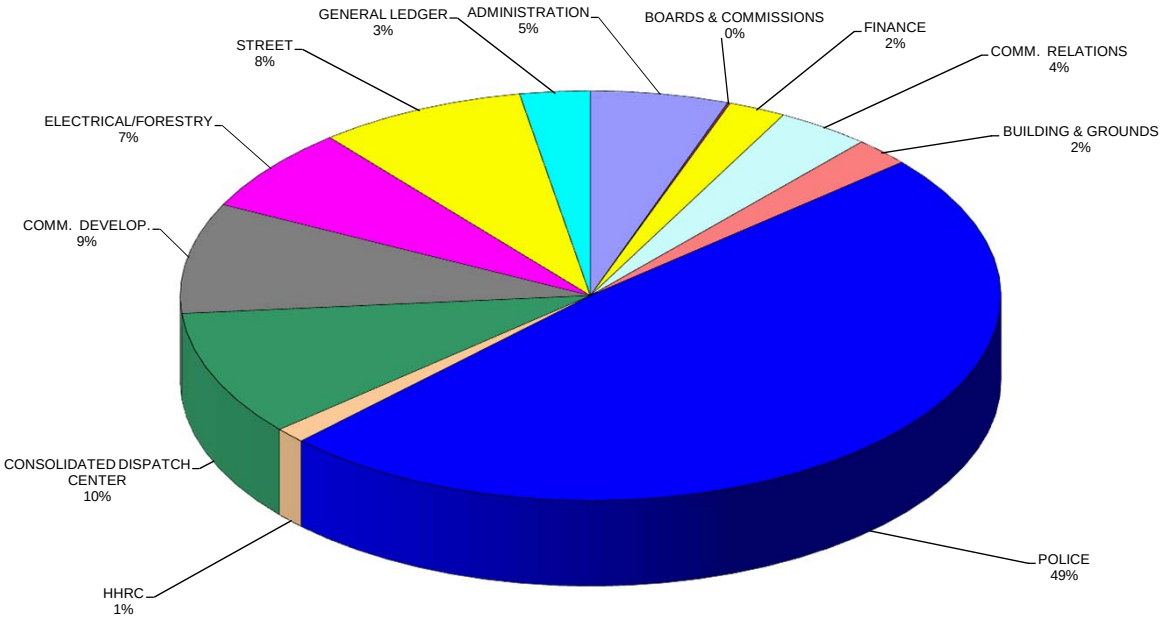
3970 Transfer from Police Pension

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

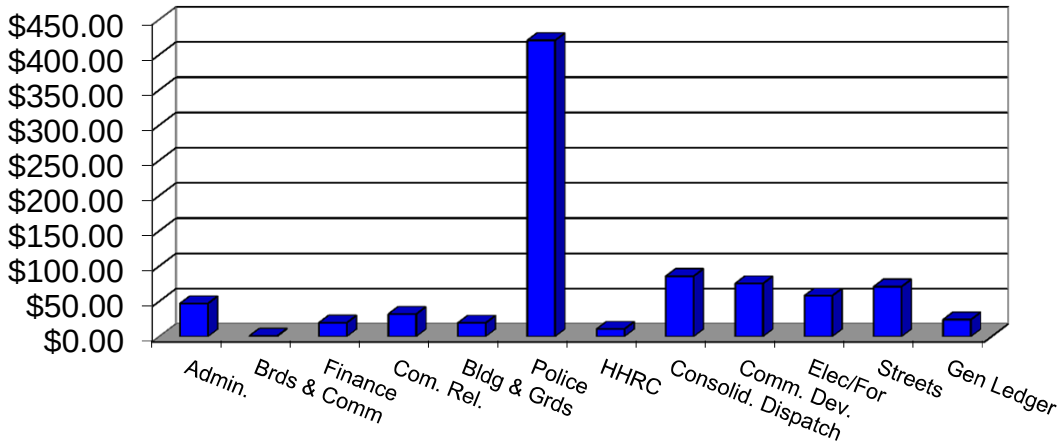
Budget

DEPT NO.	GENERAL FUND	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1012	ADMINISTRATION	1,600,874	1,586,945	1,560,900	1,627,700	**1,729,800**	1,782,800	1,806,400
1020	BOARDS & COMMISSIONS	19,919	52,824	20,700	21,100	**32,700**	19,100	43,100
1040	FINANCE	561,357	600,011	654,000	628,100	**721,000**	750,400	766,600
1050	COMMUNITY RELATIONS	747,102	872,454	994,100	999,700	**1,176,400**	1,145,200	1,172,100
1060	BUILDING & GROUNDS	550,000	539,129	576,800	575,800	**708,900**	726,600	745,300
1510	POLICE	14,258,586	14,894,701	15,589,800	15,321,100	**15,520,000**	16,275,400	16,899,300
1520	HENRY HYDE RESOURCE CENTER	303,994	323,676	343,700	347,400	**389,700**	414,200	429,000
1530	CONSOLIDATED DISPATCH CENTER	2,053,483	2,109,831	2,212,400	2,342,100	**3,162,600**	3,309,600	3,459,100
2010	COMMUNITY DEVELOPMENT	2,753,288	2,558,999	2,659,600	2,696,213	**2,775,600**	2,967,600	3,070,400
2510	ELECTRICAL & FORESTRY	2,078,922	2,099,652	2,189,100	2,247,500	**2,136,700**	2,182,400	2,222,700
2520	STREET	2,418,118	2,491,508	2,523,200	2,575,300	**2,612,800**	2,680,300	2,719,500
2600	GENERAL LEDGER	1,116,035	942,398	894,700	876,473	**881,300**	881,300	881,300
	TOTAL EXPENDITURES	28,461,678	29,072,128	30,219,000	30,258,486	**31,847,500**	33,134,900	34,214,800
	TOTAL REVENUES	28,210,059	29,792,078	30,094,900	31,477,100	**32,092,300**	32,507,300	33,452,900
	BEGINNING FUND BALANCE	7,616,560	7,868,179		8,588,129	**9,806,743**	10,051,543	9,423,943
	SURPLUS (DEFICIT)	(251,619)	719,950	(124,100)	1,218,614	**244,800**	(627,600)	(761,900)
	ENDING FUND BALANCE	7,868,179	8,588,129		9,806,743	**10,051,543**	9,423,943	8,662,043

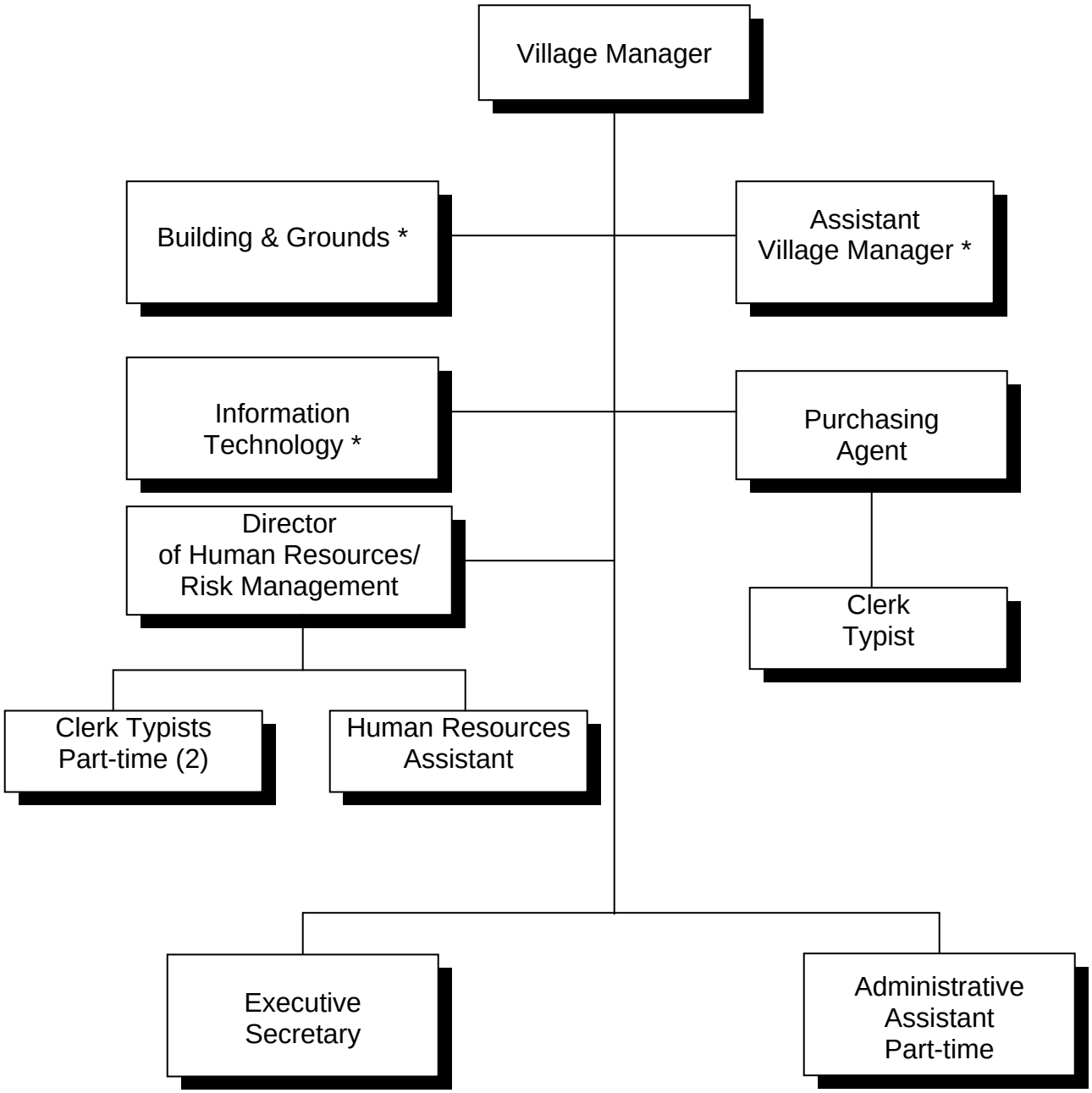


GENERAL FUND (10) PER CAPITA COST

	2016-17 BUDGET	COST PER CAPITA (pop 2010 36,942)
ADMINISTRATION	$ 1,729,800	$46.82
BOARDS & COMMISSIONS	32,700	$0.89
FINANCE	721,000	$19.52
COMMUNITY RELATIONS	1,176,400	$31.84
BUILDING & GROUNDS	708,900	$19.19
POLICE DEPARTMENT	15,520,000	$420.12
HENRY HYDE RESOURCE CENTER	389,700	$10.55
CONSOLIDATED DISPATCH CENTER	3,162,600	$85.61
COMMUNITY DEVELOPMENT	2,775,600	$75.13
ELECTRICAL/FORESTRY	2,136,700	$57.84
STREET	2,612,800	$70.73
GENERAL LEDGER	881,300	$23.86
TOTAL	$ 31,847,500	$862.09



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)

DESCRIPTION OF DEPARTMENTAL ACTIVITIES (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 2016-17 Key Objectives

Strategic Priority 5: Civic Engagement

a. Increased involvement in community events

- Through annual contributions made to such organizations as: Family and Youth Services, Addison Center for the Arts, and Township/Transit, the Village of Addison is actively engaged in the community of the residents it serves.

Strategic Priority 6: Employee Development

a. Fully-trained and capable employees

- Provide training to supervisors and staff utilizing the training resources offered through the Employee Assistance Program (E.A.P), I.R.M.A, DuPage Mayors and Managers, I.P.E.L.R.A, Village Counsel, etc.

Narrative (Cont'd)

FY 2016-17 Key Objectives (Cont'd)

Strategic Priority 6: Employee Development (Cont'd)

b. Stable and qualified employees

- Implementation of the Employee Assistance Program (E.A.P) will assist needy or troubled employees by offering resources to address their personal and/or performance issues. Employee utilization of the resources offered by an E.A.P. will make them more productive and focused members of the Village of Addison work-team.

- The E.A.P. will also help retain and stabilize the Village of Addison work-team by helping to address and mitigate those personal and/or performance issues certain employees may be having, issues that may cause them to perform unsatisfactorily. Mitigating performance and/or personal issues via an E.A.P. before they turn into bigger issues requiring discipline, benefits everyone in the organization.

c. Competitive Compensation Package

- The Village will continue to monitor the compensation package of the Village of Addison staff in an effort to determine if the benefits are competitive with our comparable communities. Such a priority will have the effect of helping to retain the most qualified staff for each position.

Performance Measures

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$1,586,945	$1,627,700	$1,729,800
Number of Employees	11	11	11
HUMAN RESOURCES			
Outputs			
Number of positions recruited	22	34	15
Number of applicants for employment	242	120	160
Effectiveness			
Number of employment separations	15	5	6
Number of employee grievances	0	1	0
Efficiency			
Percentage increase in medical premium	0%	8.6%	8%
Percentage increase in dental premium	2.5%	0%	2%
Overall increase in health premiums	Less than 1%	8.1%	6%

Narrative (Cont'd)

Performance Measures (Cont'd)

RISK MANAGEMENT	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Outputs			
Total number of claims	78	78	80
Effectiveness			
Number of Workers Compensations Claims	15	12	12
Number of Property Claims	41	45	40
Number of Auto Property claims	18	8	9
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	1,658	1,658	1,486
Number of bids processed	27	27	34
Efficiency			
Purchase order to order placement (hours)	48	48	25
Weeks from bid distribution to Board approval	6	6	6

ADMINISTRATION

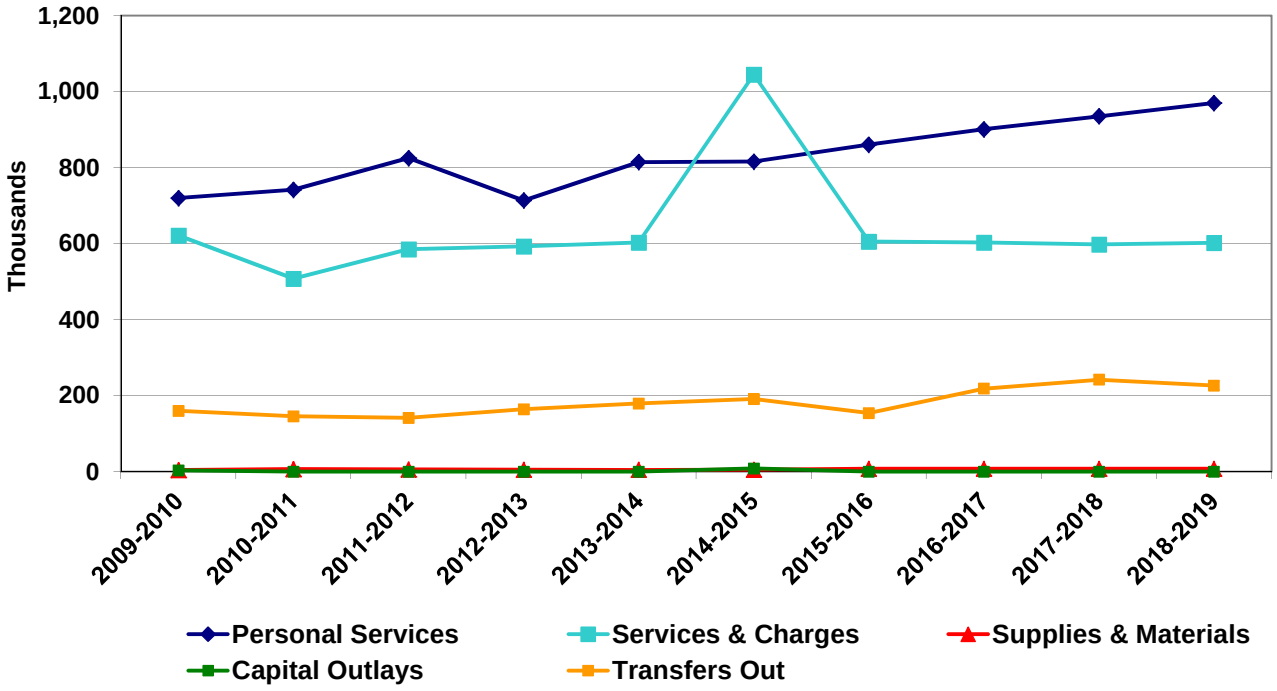
Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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 Assistant	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	1.00	1.00	1.00	1.00	1.00
Part-Time Admin Assistant	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	11.80	11.80	11.80	11.80	11.80
Authorized & Unbudgeted:					
Part-Time Clerk Typist	0.70				
Subtotal:	*0.70*				
Total Authorized:	12.50				

Note: Page 31 summarizes Employee Allocation Between Departments

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	860,600	**901,100**	934,900	969,900
Services & Charges	605,700	**602,500**	598,100	602,000
Supplies & Materials	7,200	**7,700**	7,700	7,700
Capital Outlays	0	**0**	0	0
Transfers Out	154,200	**218,500**	242,100	226,800
Total	1,627,700	**1,729,800**	1,782,800	1,806,400



ADMINISTRATION

Budget

ACCT NO		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1012		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	262,477	273,482	280,400	286,600	**293,000**	302,100	311,300
4002		WAGES CLERICAL	115,113	123,855	135,100	135,000	**142,800**	150,700	159,000
4004		OVERTIME	2,432	218	1,500	1,100	**500**	500	500
4006		OTHER PAY	8,125	6,289	8,400	19,000	**9,100**	9,400	9,700
4007		PART TIME	128,251	139,510	127,900	139,100	**141,900**	145,600	149,200
4009		IMRF	72,710	72,077	72,000	72,000	**78,900**	81,700	84,700
4010		SOCIAL SECURITY	38,385	40,628	46,900	46,900	**49,500**	51,100	52,800
4012		HOSPITALIZATION	89,534	102,828	95,000	104,800	**117,700**	125,800	134,400
4016		UNEMPLOYMENT COMP.	40,791	0	15,000	5,000	**15,000**	15,000	15,000
4017		ELECTED OFFICIALS	45,143	46,193	41,000	40,000	**41,000**	41,000	41,000
4020		SICK PAY	10,510	11,025	11,400	11,100	**11,700**	12,000	12,300
4022		LIFE INSURANCE	1,067	0	0	0	**0**	0	0
		SUBTOTAL	814,538	816,105	834,600	860,600	**901,100**	934,900	969,900
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,662	1,396	1,700	1,700	**1,800**	1,900	1,900
4103	(1)	PROF SVCS.-LEGAL	430,235	400,252	380,000	420,000	**400,000**	400,000	400,000
4107		PROF SVCS.-MEDICAL	265	535	0	0	**0**	0	0
4110	(2)	TECH. & CONSULT. SVCS.	23,631	682	30,000	20,000	**21,700**	13,300	13,300
4115		COMMUNICATIONS-TELEPHONE	19,349	22,246	13,000	15,000	**17,000**	17,000	17,000
4116		COMMUNICATIONS-PORT DEV	1,739	1,655	4,000	1,000	**2,500**	2,500	2,500
4117		COMMUNICATIONS-POSTAGE	2,810	0	3,000	3,000	**3,000**	3,500	3,500
4118		COPY/REPRODUCTION	2,477	3,365	2,100	2,800	**2,500**	2,500	3,000
4120	(3)	PUBLIC RELATIONS	49,189	67,754	63,500	67,000	**69,000**	71,100	73,200
4160		PRINTING	3,462	2,221	2,500	2,500	**2,500**	2,500	2,500
4161		PUBLICATION OF NOTICES	903	0	1,000	500	**1,000**	1,000	1,000
4163	(4)	CONFERENCES	17,826	16,572	13,300	20,000	**20,000**	20,000	20,000
4164		TRAINING	120	0	0	100	**500**	500	500
4180		REPAIRS & MAINTENANCE	1,903	1,650	1,500	2,500	**1,800**	1,800	1,800
4192	(5)	DUES/SUBSCRIPTIONS	39,587	39,887	45,600	45,600	**51,200**	52,500	53,800
4199		OTHER SERVICES & CHARGES	7,557	8,715	7,000	4,000	**8,000**	8,000	8,000
		SUBTOTAL	602,715	566,930	568,200	605,700	**602,500**	598,100	602,000
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,693	2,851	4,000	3,500	**4,000**	4,000	4,000
4203		CLOTHING SUPPLIES	137	420	0	1,700	**1,700**	1,700	1,700
4299		OTHER OPERATING SUPPLIES	2,787	1,551	2,000	2,000	**2,000**	2,000	2,000
		SUBTOTAL	4,617	4,822	6,000	7,200	**7,700**	7,700	7,700
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	8,189	0	0	**0**	0	0
		SUBTOTAL	0	8,189	0	0	**0**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IT	179,004	190,899	152,100	154,200	**218,500**	242,100	226,800
		SUBTOTAL	179,004	190,899	152,100	154,200	**218,500**	242,100	226,800
		TOTAL FOR DEPARTMENT	1,600,874	1,586,945	1,560,900	1,627,700	**1,729,800**	1,782,800	1,806,400

Notes

4103	**(1)**	**PROF SVCS.-LEGAL**			**400,000**
		400,000	GENERAL COUNSEL		
4110	**(2)**	**TECH & CONSULT SERVICES**			**21,700**
		6,700	ACA REPORTING - MAESTRO HEALTH	15,000	SUBURBAN O'HARE COMMISSION
4120	**(3)**	**PUBLIC RELATIONS**			**69,000**
		27,600	FAMILY & YOUTH SERVICES	21,200	EMPLOYEE AWARDS
		15,000	CENTER FOR THE ARTS	1,200	EMPLOYEE OF THE MONTH
		4,000	ITALIAN FEST		
4163	**(4)**	**CONFERENCES**			**20,000**
		10,000	MEETINGS (7 ELECTED)	4,000	US CONFERENCE OF MAYORS
		6,000	IL MUNICIPAL LEAGUE		
4192	**(5)**	**DUES/SUBSCRIPTIONS**			**51,200**
		37,700	DUPAGE MAYORS & MANAGERS	100	CRAINS SUBSCRIPTION
		300	CHAMBER MEMBERSHIP	600	ILLINOIS TOLLWAY
		450	CITYTECH USA MEMBERSHIP	500	MUNICIPAL CLERKS - ILLINOIS
		200	AM BEST COMPANY SUBSCRIPTION	200	KIWANIS CLUB
		150	IL COMP STATE BAR	250	NOTARY FEES
		400	MUNICIPAL CLERKS - DUPAGE	2,400	IL MUNICIPAL LEAGUE
		300	SAMS CLUB	500	CMAP CONTRIBUTION
		450	IL TAX INCREMENT SUBSCRIPTION	200	NIGP
		1,800	METRO MAYORS CAUCUS	400	ILLINOIS EMPLOYMENT LAW LETTER
		4,300	EMPLOYEE ASSISTANCE PROGRAM		

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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 1992-93 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.

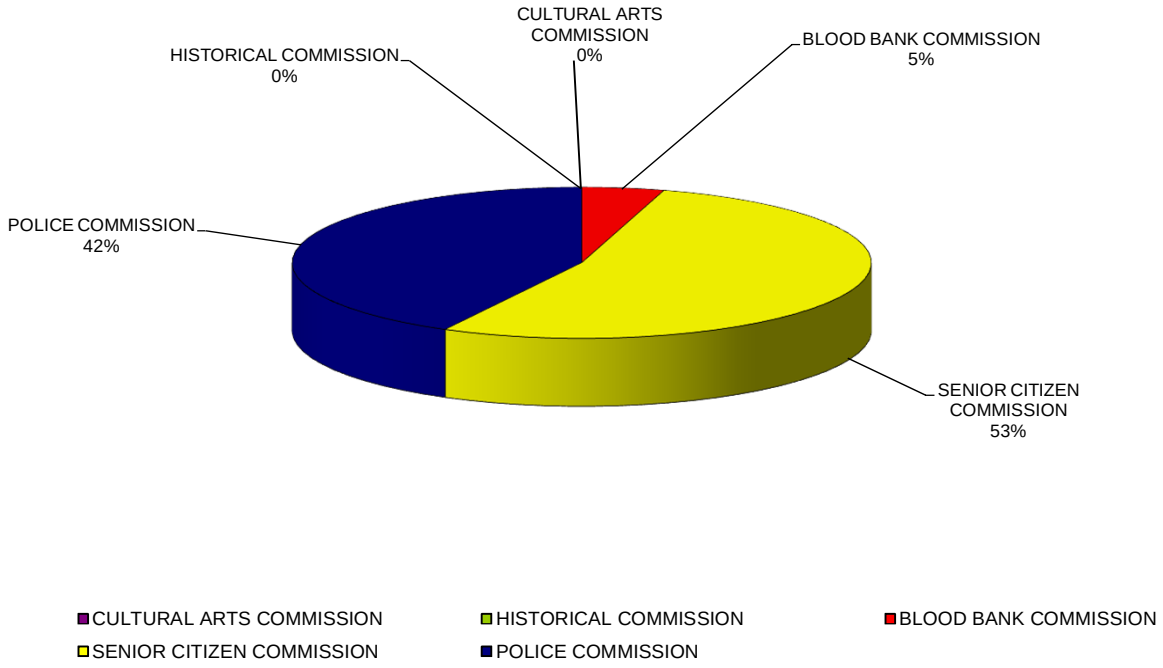
BOARDS & COMMISSIONS

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1020		**EXPENDITURES**							
1021	*	CULTURAL ARTS COMMISSION	0	0	0	0	**0**	0	0
1022	**	HISTORICAL COMMISSION	0	741	0	0	**0**	0	0
1023		BLOOD BANK COMMISSION	1,286	1,366	1,500	1,500	**1,500**	1,500	1,500
1028		SENIOR CITIZEN COMMISSION	17,200	17,200	17,200	17,200	**17,400**	17,400	17,400
1029		POLICE COMMISSION	1,433	33,517	2,000	2,400	**13,800**	200	24,200
		TOTAL BOARDS & COMMISSIONS	19,919	52,824	20,700	21,100	**32,700**	19,100	43,100

* 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.



HISTORICAL COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	*2016-17 REQUEST*	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1022	**EXPENDITURES**								
		PERSONAL SERVICES							
4006	OTHER PAY	0	0	0	*0*	*0*	**0**	0	0
4007	PART TIME	0	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	0	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	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
4170	PUBLIC UTIL GAS - HEAT	0	741	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	0	741	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	741	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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	*2016-17 REQUEST*	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1023	**EXPENDITURES**								
		SERVICES & CHARGES							
4117	COMMUNICATIONS-POSTAGE	80	85	200	200	*200*	**200**	200	200
4118	COPY/REPRODUCTION	56	34	200	200	*200*	**200**	200	200
4120	PUBLIC RELATIONS	543	847	400	400	*400*	**400**	400	400
4199	OTHER SERVICES & CHARGES	64	(11)	100	100	*100*	**100**	100	100
	SUBTOTAL	743	955	900	900	*900*	**900**	900	900
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	281	0	200	200	*200*	**200**	200	200
4299	OTHER OPERATING SUPPLIES	262	411	400	400	*400*	**400**	400	400
	SUBTOTAL	543	411	600	600	*600*	**600**	600	600
	TOTAL FOR COMMISSION	1,286	1,366	1,500	1,500	*1,500*	**1,500**	1,500	1,500

SENIOR CITIZEN COMMISSION

Budget

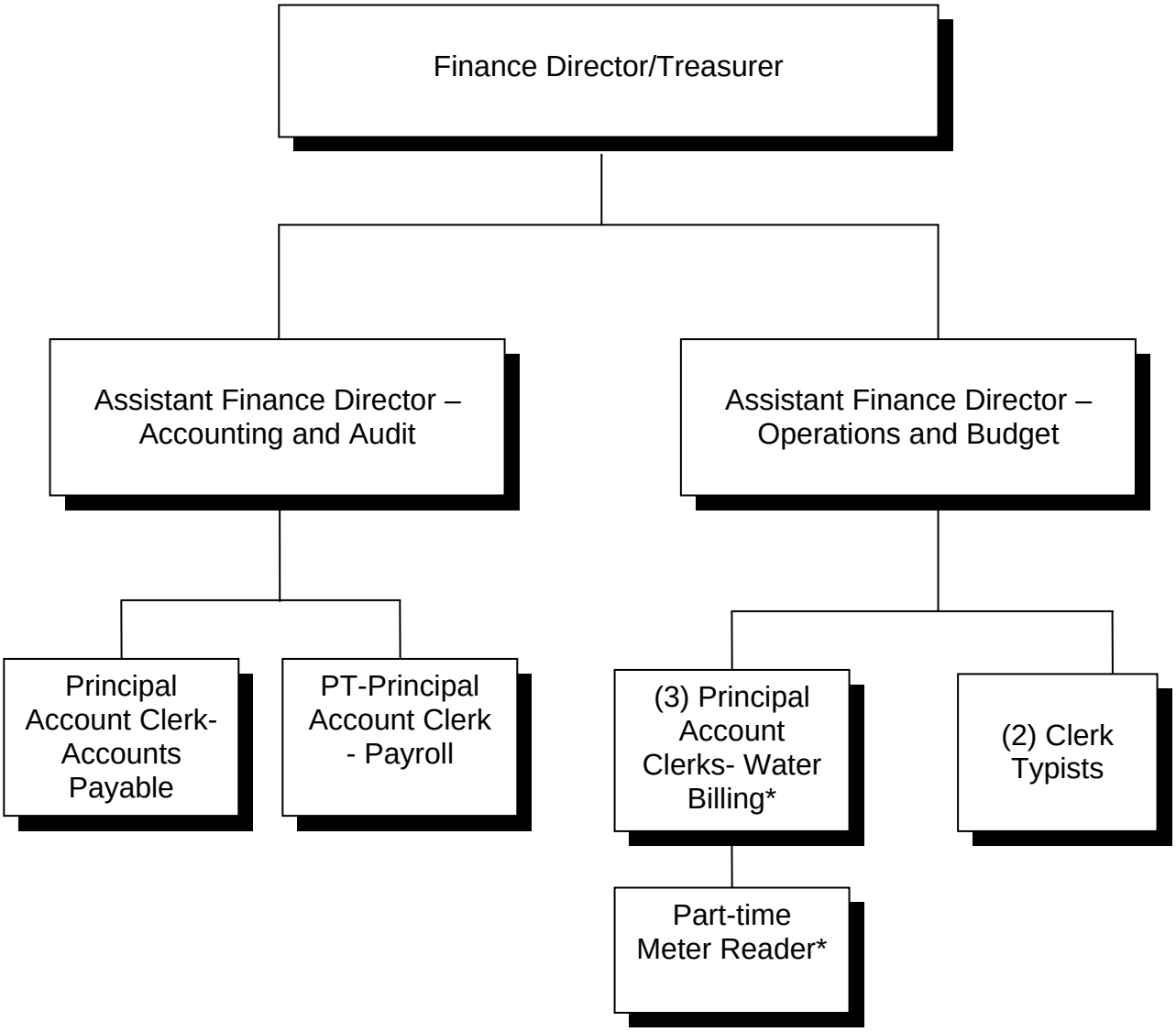
ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	*2016-17 REQUEST*	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1028	**EXPENDITURES**								
		SERVICES & CHARGES							
4120	PUBLIC RELATIONS								
	SENIOR ANNV. PARTY	1,700	1,700	1,700	1,700	*1,700*	**1,700**	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	*800*	**800**	800	800
	LADIES DAY FASHION	1,300	1,300	1,300	1,300	*1,300*	**1,300**	1,300	1,300
	HALLOWEEN	900	900	900	900	*900*	**900**	900	900
	THANKSGIVING	1,100	1,100	1,100	1,100	*1,100*	**1,100**	1,100	1,100
	CHRISTMAS	2,500	2,500	2,500	2,500	*2,500*	**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	700	700	700	700	*700*	**700**	700	700
	ST. PATRICK'S DAY	1,600	1,600	1,600	1,600	*1,600*	**1,600**	1,600	1,600
	EASTER	700	700	700	700	*700*	**700**	700	700
	SNOWBIRDS FAREWELL DAY	500	500	500	500	*500*	**500**	500	500
	OCTOBERFEST	500	500	500	500	*500*	**500**	500	500
	VETERANS DAY	500	500	500	500	*500*	**500**	500	500
	SUBTOTAL	17,200	17,200	17,200	17,200	*17,200*	**17,200**	17,200	17,200
		SUPPLIES & MATERIALS							
4203	CLOTHING SUPPLIES	0	0	0	*0*	*200*	**200**	200	200
	SUBTOTAL	0	0	0	0	200	**200**	200	200
	TOTAL FOR COMMISSION	17,200	17,200	17,200	17,200	*17,400*	**17,400**	17,400	17,400

POLICE COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	2016-17 *REQUEST*	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1029	**EXPENDITURES**								
		PERSONAL SERVICES							
4004	OVERTIME	750	448	200	200	*200*	**200**	200	200
	SUBTOTAL	750	448	200	200	*200*	**200**	200	200
		SERVICES & CHARGES							
4110	TECH. & CONSULT. SVCS.	585	32,089	1,800	1,800	*12,000*	**12,000**	0	24,000
4117	COMMUNICATIONS-POSTAGE	0	0	0	0	*500*	**500**	0	0
4161	PUBLICATION OF NOTICES	0	595	0	0	*500*	**500**	0	0
4163	CONFERENCES	0	0	0	0	*200*	**200**	0	0
4192	DUES/SUBSCRIPTIONS	0	375	0	400	*400*	**400**	0	0
	SUBTOTAL	585	33,059	1,800	2,200	*13,600*	**13,600**	0	24,000
		SUPPLIES & MATERIALS							
4299	OTHER OPERATING SUPPLIES	98	10	0	0	*0*	**0**	0	0
	SUBTOTAL	98	10	0	0	*0*	**0**	0	0
	TOTAL FOR COMMISSION	1,433	33,517	2,000	2,400	*13,800*	**13,800**	200	24,200

Organization Structure



* 2 Principal Account Clerk and 1 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 2016-17 Key Objectives

Strategic Priority 2: Community Image

c. An educated community on quality of life issues

- Continue providing Budget and Comprehensive Annual Financial Report (CAFR) online.
- Continue providing information on how to prevent high water usage.
- Continue achieving the GFOA Distinguished Budget Presentation Award and the Certificate of Achievement for Excellence in Financial Reporting.
- Continue maintaining and/or improving current bond rating of AA+ with Fitch Rating Agency and AA with Standard & Poor's Rating Agency.

Strategic Priority 4: Infrastructure

a. Improved productivity via technology

- Collaborate with IT Department in selection, installation, and implementation of new financial software.

Strategic Priority 5: Civic Engagement

b. Improved efficiency of customer service operations

- Continue selling vehicle stickers at Senior Club meetings.
- Continue researching and implementing internet payment processes.

Strategic Priority 6: Employee Development

a. Fully trained and capable employees

- Continue training and developing staff.

FINANCE

Narrative (Cont'd)

Performance Measures

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$600,011	$628,100	$721,000
Number of Employees	11	11	11
Outputs			
Comprehensive Annual Financial Report	1	1	1
Budget Document	1	1	1
Utility Accounts Bills	58,795	58,850	58,900
Final-Billed Accounts	794	802	810
Accounts Payable Checks Issued	3,791	3,735	3,750
Payroll Checks Issued	6,542	7,083	7,200
Effectiveness			
Bond Rating (Desire:AAA)	AA+	AA+	AA+
GFOA Award	100%	100%	100%
% of Estimated Utility Bills	.56%	1.09%	.70%

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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 (2)	0.95	0.95	0.95	0.95	0.95
Part-Time Meter Reader~	0.00	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:	4.40	4.40	4.40	4.40	4.40
Authorized and Unbudgeted:					
*Administrative Secretary	0.70				
PT Clerk Typist	0.25				
Seasonal/Part-Time	1.00				
Subtotal:	*1.95*				
Total Authorized:	6.35				

Note: Page 31 summarizes Employee Allocation Between Departments

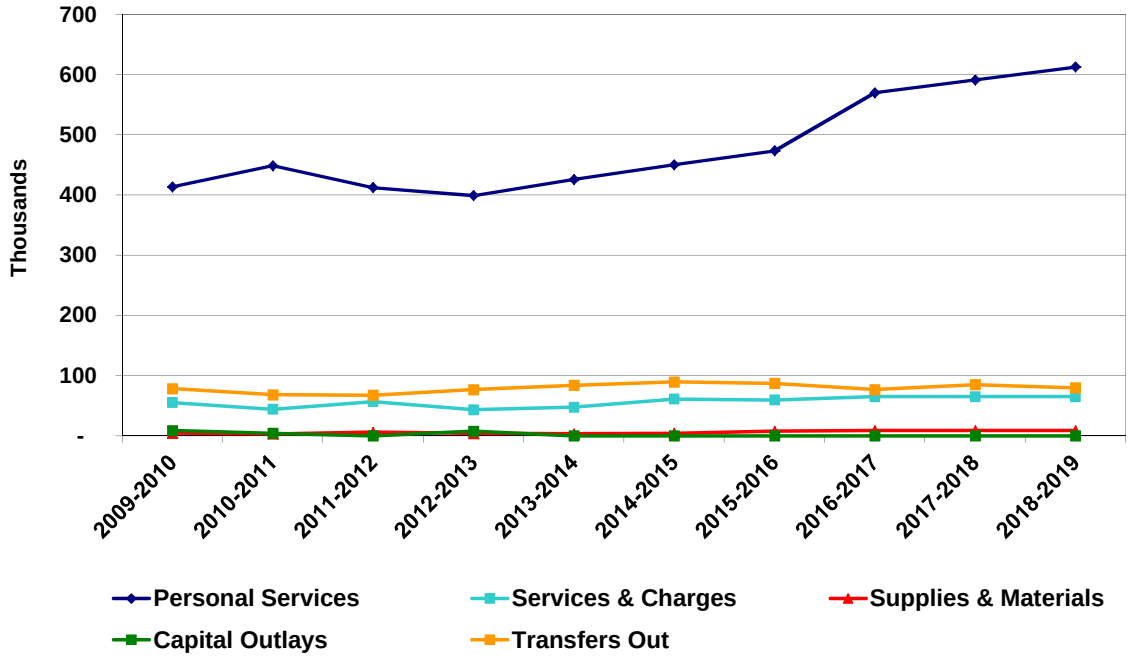
*This position will remain unbudgeted until funding is available.

~2 Principal Account Clerk & 1 Part-Time Meter Reader positions are not charged to this budget.

FINANCE

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	473,500	**570,200**	591,400	612,900
Services & Charges	59,500	**65,000**	65,100	65,100
Supplies & Materials	7,900	**8,900**	8,900	8,900
Capital Outlays	0	**0**	0	0
Transfers Out	87,200	**76,900**	85,000	79,700
Total	628,100	**721,000**	750,400	766,600



Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1040		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	210,722	219,526	241,400	227,300	**252,000**	260,800	269,900
4002		WAGES CLERICAL	73,942	69,636	87,800	80,000	**108,900**	113,100	117,400
4004		OVERTIME	633	731	1,000	1,000	**1,000**	1,000	1,000
4006		OTHER PAY	3,981	4,808	6,000	6,000	**6,000**	6,200	6,400
4007		PART TIME	34,390	50,435	47,400	42,000	**60,900**	62,500	64,000
4009		IMRF	42,905	42,120	43,700	45,000	**57,200**	59,200	61,200
4010		SOCIAL SECURITY	23,854	25,693	27,100	28,000	**32,800**	33,900	35,100
4012		HOSPITALIZATION	32,592	32,413	40,300	40,300	**46,100**	49,100	52,300
4020		SICK PAY	2,588	5,163	4,800	3,900	**5,300**	5,600	5,600
4022		LIFE INSURANCE	504	0	0	0	**0**	0	0
		SUBTOTAL	426,111	450,525	499,500	473,500	**570,200**	591,400	612,900
			SERVICES & CHARGES						
4101	(1)	PROF SVCS.-ACCTNG/AUDITING	3,472	2,724	3,700	3,700	**3,800**	3,900	3,900
4105	(2)	PROF SVCS.-DATA PROCESS.	4,725	5,582	6,400	6,400	**6,400**	6,400	6,400
4107		PROF SVCS.-MEDICAL	140	556	0	200	**0**	0	0
4110	(3)	TECH. & CONSULT. SVCS.	3,140	2,700	5,500	5,500	**5,500**	5,500	5,500
4115		COMMUNICATIONS-TELEPHONE	2,420	2,347	2,200	2,200	**2,200**	2,200	2,200
4117		COMMUNICATIONS-POSTAGE	3,667	3,780	3,300	3,300	**3,300**	3,300	3,300
4118		COPY/REPRODUCTION	1,668	2,493	2,600	2,600	**2,600**	2,600	2,600
4123		REAL ESTATE TAXES	1,976	0	1,200	1,200	**1,200**	1,200	1,200
4160		PRINTING	5,852	5,632	5,500	5,500	**5,500**	5,500	5,500
4161		PUBLICATION OF NOTICES	815	1,616	1,500	500	**1,500**	1,500	1,500
4163	(4)	CONFERENCES	430	530	1,000	1,000	**2,500**	2,500	2,500
4164	(5)	TRAINING	210	295	1,000	1,000	**1,000**	1,000	1,000
4180	(6)	REPAIRS & MAINTENANCE	337	0	1,700	1,700	**1,700**	1,700	1,700
4190		RENTAL EQUIPMENT	684	684	700	700	**700**	700	700
4192	(7)	DUES & SUBSCRIPTIONS	1,009	1,008	1,600	1,500	**1,600**	1,600	1,600
4195		BANK CHARGES/VISA FEES	16,555	24,919	22,000	22,000	**25,000**	25,000	25,000
4199		OTHER SERVICES & CHARGES	641	791	500	500	**500**	500	500
		SUBTOTAL	47,741	55,657	60,400	59,500	**65,000**	65,100	65,100
			SUPPLIES & MATERIALS						
4201	(8)	OFFICE SUPPLIES	3,117	3,126	5,600	5,600	**5,600**	5,600	5,600
4203		CLOTHING SUPPLIES	0	0	0	800	**800**	800	800
4220		POSTAGE STAMPS	0	980	1,500	1,000	**1,500**	1,500	1,500
4299	(9)	OTHER OPERATING SUPPLIES	336	140	1,000	500	**1,000**	1,000	1,000
		SUBTOTAL	3,453	4,246	8,100	7,900	**8,900**	8,900	8,900
			TRANSFERS OUT						
4962		TRANSFER TO IT	84,052	89,583	86,000	87,200	**76,900**	85,000	79,700
		SUBTOTAL	84,052	89,583	86,000	87,200	**76,900**	85,000	79,700
		TOTAL FOR DEPARTMENT	561,357	600,011	654,000	628,100	**721,000**	750,400	766,600

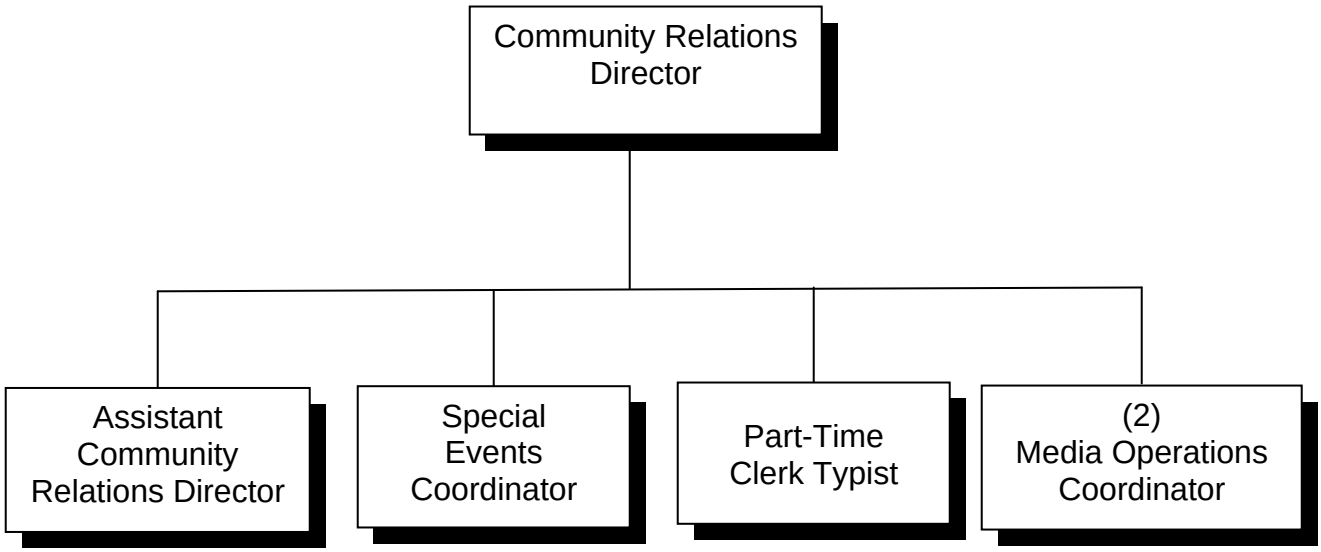
FINANCE

Notes

4101 (1) PROF SERV/ACCT/AUDITING				**3,800**
2,900	ANNUAL AUDIT	400	GFOA BUDGET AWARD APPLICATION	
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	3,000	OPEB ACTUARIAL	
500	NIRMS ANNUAL DISCLOSURE			
4163 (4) CONFERENCES				**2,500**
2,500	GFOA CONFERENCE - 2 ATTENDEES			
	IGFOA CONFERENCE - 1 ATTENDEE			
4164 (5) TRAINING				**1,000**
1,000	GFOA/IGFOA TRAINING			
4180 (6) REPAIRS AND MAINTENANCE				**1,700**
1,200	FOLDER/INSERTER	500	POSTAGE METER	
4192 (7) DUES/SUBSCRIPTIONS				**1,600**
400	GOVERNMENT FINANCE OFFICERS ASSN	200	AICPA/ILCPA MEMBERSHIP	
50	SAMS CLUB	100	AMEX MEMBERSHIP	
850	ILLINOIS GFOA			
4201 (8) OFFICE SUPPLIES				**5,600**
3,200	OFFICE SUPPLIES	2,400	PRINTER CARTRIDGES & TONER	
4299 (9) OTHER OPERATING SUPPLIES				**1,000**
500	SHRED-IT	500	OTHER	

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" concerts and festivals, and the Miss Addison Scholarship Pageant. Other events and operations during the year are the 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 Company "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 promoting 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 "Addison Connect" mobile app launched in 2015, 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, and the Intergovernmental Public Relations Committee.

During Fiscal Year 2015-2016, the Community Relations Department met a number of challenges including increased attendance at the "Rock 'N Wheels" summer concert fests, increasing visitors to the Historical Museum, realizing more than $15,000 in event sponsor revenue from area businesses, exceeding 2,000 subscribers to the Village's e-newsletter, and coordinating the Memorial Day event which engaged diverse stakeholders and increased attendance by the community.

Community Relations maintains Addison Community Television, the community's local cable programming service for 33 years. In addition to television programming operations, ACTV programming is streamed live online, and on several platforms, but also through the Village's You Tube channel "Village Addison" for increased accessibility to the community's programming. In 2015, a new cable franchise agreement was negotiated with Comcast that will provide a capital and materials revenue fund dedicated to local cable programming operations.

Narrative (Cont'd)

FY 2016-2017 STRATEGIC PLAN INITIATIVES

Strategic Priority #2: Community Image

a. Fully integrated community – no fragmentation

- Outreach to schools, seminars, Henry Hyde Resource Center, faith-based businesses by Fall 2017.
- Prepare proposed schedule of projects by December 31, 2017.

b. An educated community on quality of life issues

- Request program for funding by December 31, 2015.
- Issue RFP to hire a consultant by Fall 2016.
- Research & design survey by Fall 2017.
- Conduct survey by Summer 2017.

Strategic Priority #5: Civic Engagement

c. Increased involvement in community events

- Determine set of mutually agreed upon events by December 2015.
- Develop Marketing Plan for events and budget for plan by February 2016.
- Present plan to Village Board at budget meeting by April 2016.
- Implement Marketing Plan by May 2016.
- Measure attendance to determine increase by August 2016.

COMMUNITY RELATIONS

Narrative (Cont'd)

PREFORMANCE MEASURES

Community Television

PROGRAM NAME	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$872,454	$999,700	$1,176,400
Number of Employees	6	6	6
Outputs			
Program Name	**# of Programs Produced**		
Addiscene	59	50	50
Around Town/To Your Health	12	16	16
Ask Mayor Veenstra	10	11	11
Village Board Meeting	25	24	24
Village Committee Meeting	39	40	40
"Ask Mayor" Phone/E-Mails	27	15	15
District 4 School Board Meeting	11	13	13
Addison Park District Board Meeting	11	12	12
District 88 School Board Meeting	21	19	20
Addison Public Library Board Meeting	13	11	12
Other Village-Produced Programming	34	64	65
ACTV Update	71	109	110

Special Events Attendance

EVENT NAME	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
	Weekly Average		
"Rock 'N Wheels"	850	1,000	1,200
Fall Fest	700	800	900
Christmas Tree Lighting	1,000	1,000	1,200

COMMUNITY RELATIONS

Personnel Summary

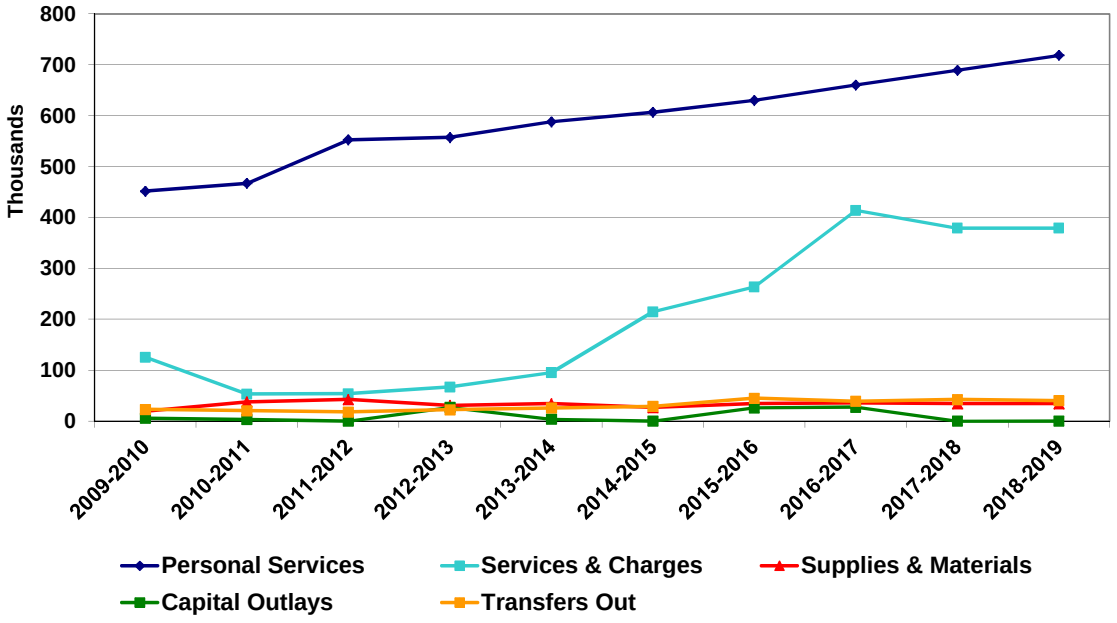
Position Title	Current Authorized	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019
Authorized & Budgeted:					
Director of Community Relations	1.00	1.00	1.00	1.00	1.00
Asst. Dir. of Community Relations	1.00	1.00	1.00	1.00	1.00
Media Operations Coordinator (2)	2.00	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	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	630,400	**660,500**	689,400	718,600
Services & Charges	263,800	**414,100**	379,000	379,000
Supplies & Materials	34,500	**35,300**	34,300	34,300
Capital Outlays	26,000	**27,500**	0	0
Transfers Out	45,000	**39,000**	42,500	40,200
Total	999,700	**1,176,400**	1,145,200	1,172,100



COMMUNITY RELATIONS

Budget

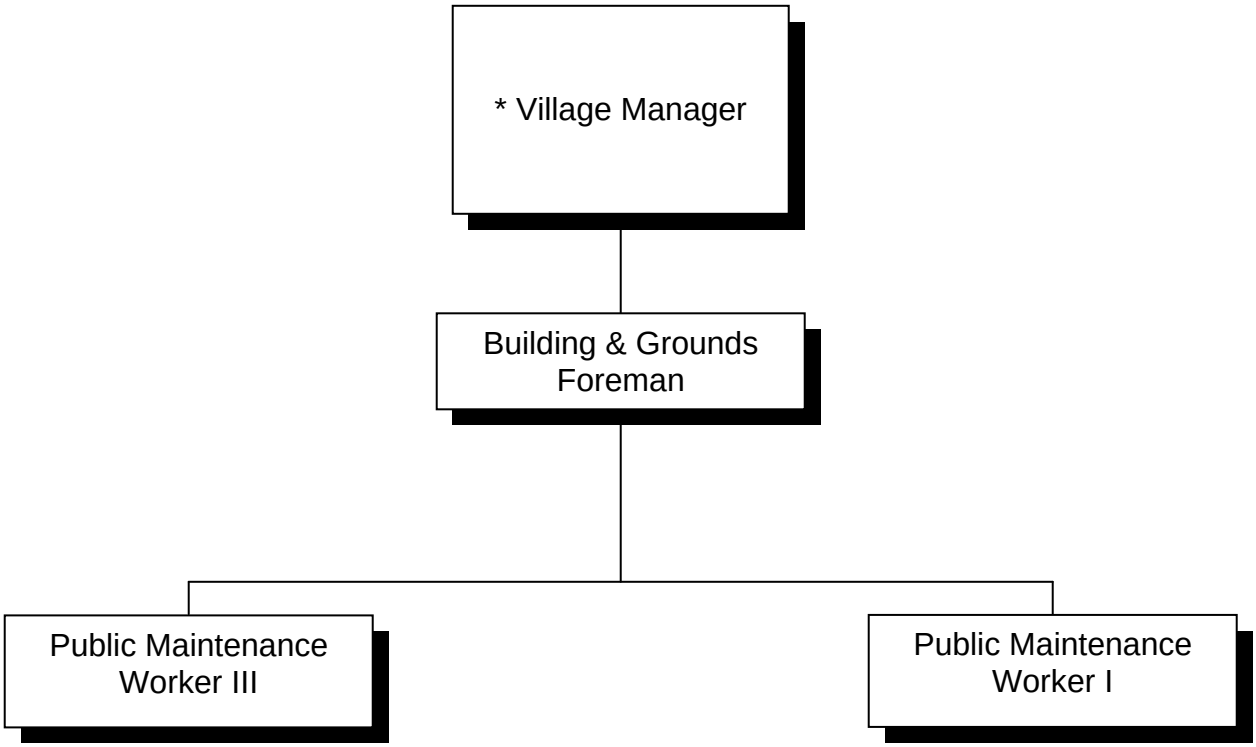
ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1050		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	369,231	386,703	404,900	407,400	**423,500**	441,100	458,600
4006		OTHER PAY	6,886	5,406	4,500	6,000	**5,600**	5,800	6,000
4007		PART TIME (Historical)	31,546	31,632	28,900	31,400	**29,700**	30,400	31,200
4009		IMRF	56,958	57,408	56,000	57,100	**62,300**	64,800	67,300
4010		SOCIAL SECURITY	32,366	33,547	34,200	35,000	**35,700**	37,200	38,600
4012		HOSPITALIZATION	78,956	81,106	82,900	82,000	**90,300**	96,500	103,100
4020		SICK PAY	11,658	10,941	13,000	11,500	**13,400**	13,600	13,800
4022		LIFE INSURANCE	428	0	0	0	**0**	0	0
		SUBTOTAL	588,029	606,743	624,400	630,400	**660,500**	689,400	718,600
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,564	1,330	1,700	1,700	**1,800**	1,900	1,900
4102		PROF SVCS.-ARCHITECTURAL	(69)	0	0	0	**0**	0	0
4110	(1)	TECH. & CONSULT. SVCS.	9,348	33,848	31,000	31,900	**58,000**	33,000	33,000
4115	(2)	COMMUNICATIONS-TELEPHONE	10,762	9,298	4,000	7,000	**4,800**	4,800	4,800
4116		COMMUNICATIONS-PORT DEV	1,346	437	1,500	(800)	**1,700**	1,500	1,500
4117		COMMUNICATIONS-POSTAGE	728	32	1,000	(100)	**1,000**	1,000	1,000
4118		COPY/REPRODUCTION	477	510	500	500	**500**	500	500
4120	(3)	PUBLIC RELATIONS	55,969	148,900	192,600	192,600	**314,500**	304,500	304,500
4160		PRINTING	124	865	2,000	2,000	**2,000**	2,000	2,000
4161		PUBLICATION OF NOTICES	0	866	800	800	**800**	800	800
4163		CONFERENCES	537	517	500	500	**500**	500	500
4164	(4)	TRAINING	600	3,196	7,600	7,600	**4,500**	4,500	4,500
4170		PUBLIC UTILITY-GAS/HEAT	2,404	1,728	1,500	1,500	**1,500**	1,500	1,500
4180	(5)	REPAIRS & MAINTENANCE	9,493	7,176	16,000	16,000	**19,500**	19,500	19,500
4192	(6)	DUES & SUBSCRIPTIONS	1,708	1,161	1,600	1,600	**2,000**	2,000	2,000
4199		OTHER SERVICES & CHARGES	349	493	1,000	1,000	**1,000**	1,000	1,000
		SUBTOTAL	95,340	210,357	263,300	263,800	**414,100**	379,000	379,000
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,144	973	1,500	1,500	**1,500**	1,500	1,500
4203		CLOTHING SUPPLIES	0	0	0	0	**1,000**	0	0
4299	(7)	OTHER OPERATING SUPPLIES	32,973	25,548	33,000	33,000	**32,800**	32,800	32,800
		SUBTOTAL	34,117	26,521	34,500	34,500	**35,300**	34,300	34,300
			CAPITAL OUTLAYS						
4304	(8)	EQUIPMENT	3,803	0	26,000	26,000	**27,500**	0	0
		SUBTOTAL	3,803	0	26,000	26,000	**27,500**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	4,877	4,515	4,600	3,200	**3,500**	3,500	3,500
4962		TRANSFER TO IT	18,236	19,518	36,400	36,900	**32,500**	36,000	33,700
4964		TRANSFER TO ERF	2,700	4,800	4,900	4,900	**3,000**	3,000	3,000
		SUBTOTAL	25,813	28,833	45,900	45,000	**39,000**	42,500	40,200
		TOTAL FOR DEPARTMENT	747,102	872,454	994,100	999,700	**1,176,400**	1,145,200	1,172,100

COMMUNITY RELATIONS

Notes

4110	**(1)**	**TECHNICAL & CONSULTING SERVICES**			**58,000**
		12,000	VILLAGE MEETING WEB STREAMING	15,000	CODE RED - NOTIFICATIONS
		6,000	PHONE APP	25,000	WEBSITE REDESIGN
4115	**(2)**	**COMMUNICATIONS - TELEPHONE**			**4,800**
		1,100	REGULAR PHONES	3,700	CELL PHONES
4120	**(3)**	**PUBLIC RELATIONS**			**314,500**
		8,000	TREE LIGHTING	1,000	WEB SITE SERVICE
		2,000	MEMORIAL DAY	4,000	MISS ADDISON
		255,000	SUMMER EVENTS	2,500	HISTORICAL MUSEUM
		10,000	FALL FEST	14,000	DP CONVENTION & VISITOR BUREAU
		8,000	MAYOR'S BALL	10,000	GIFT ITEMS
4164	**(4)**	**TRAINING**			**4,500**
		2,000	TRAINING	2,500	TUITION REIMBURSEMENT
4180	**(5)**	**REPAIRS AND MAINTENANCE**			**19,500**
		10,000	STUDIO/CONTROL ROOM REP & MAINT	7,500	HISTORICAL MUSEUM
		2,000	COPIER/FAX/PRINTER		
4192	**(6)**	**DUES & SUBSCRIPTIONS**			**2,000**
		300	IEEE/SBE DUES	600	HISTORICAL MUSEUM
		700	ASCAP/BMI LICENSE	400	OTHER DUES
4299	**(7)**	**OTHER OPERATING SUPPLIES**			**32,800**
		2,000	RECORDING MEDIA	6,000	DIGITAL EDITING SUPPLIES
		3,800	DIGITAL DISK DRIVES	2,500	BATTERIES
		6,000	LIGHTING SUPPLIES	2,500	HISTORICAL MUSEUM
		6,000	REPAIR/MAINTENANCE SUPPLIES	1,000	COFFEE
		3,000	AUDIO SUPPLIES & PATCHBATS		
4304	**(8)**	**EQUIPMENT**			**27,500**
		8,000	CONTROL ROOM DIGITAL UPGRADE	1,500	TEXT CHANNEL REPLACEMENT
		10,000	DIGITAL ASSET MANAGEMENT UPGRADE	8,000	EFP CAMERA

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. In addition, this department is assisting in the design and construction principles of the new Consolidated Dispatch center. 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 consists of two (2) 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 2016-2017 Key Objectives

Strategic Priority 4: Infrastructure

b. Improved reliability – hard infrastructure

- 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.

- 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.

- 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)

FY 2016-2017 Key Objectives (Cont'd)

Strategic Priority 4: Infrastructure (Cont'd)

c. Comprehensive facilities plan in place and funded

- Assist in the design, construction and implementation services for the construction of the new Consolidated Dispatch Center.

Performance Measures

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$539,129	$575,800	$708,900
Number of Employees	2	2	3
Outputs			
Number of work requests	3,000	3,000	4,000
Total square feet maintained	105,000	105,500	105,000
# of preventative maintenance work orders	1,700	2,000	2,000
Effectiveness			
% of work request completed w/in 24 hours	99%	100%	100%
Number of outsourced dollars	$140,000	$150,000	$200,000
% of preventive work orders	40%	40%	35%
Number of consecutive days w/out a lost time accident	365	365	365
Efficiency			
Janitorial costs per square foot	$.69	$.69	$.76
Average staff hours per work request	1.0	1.0	1.0
Square footage maintained per FTE	98,000	98,000	82,500
FTE Cost per square foot maintained	$2.75	$2.80	2.95

BUILDING & GROUNDS

Personnel Summary

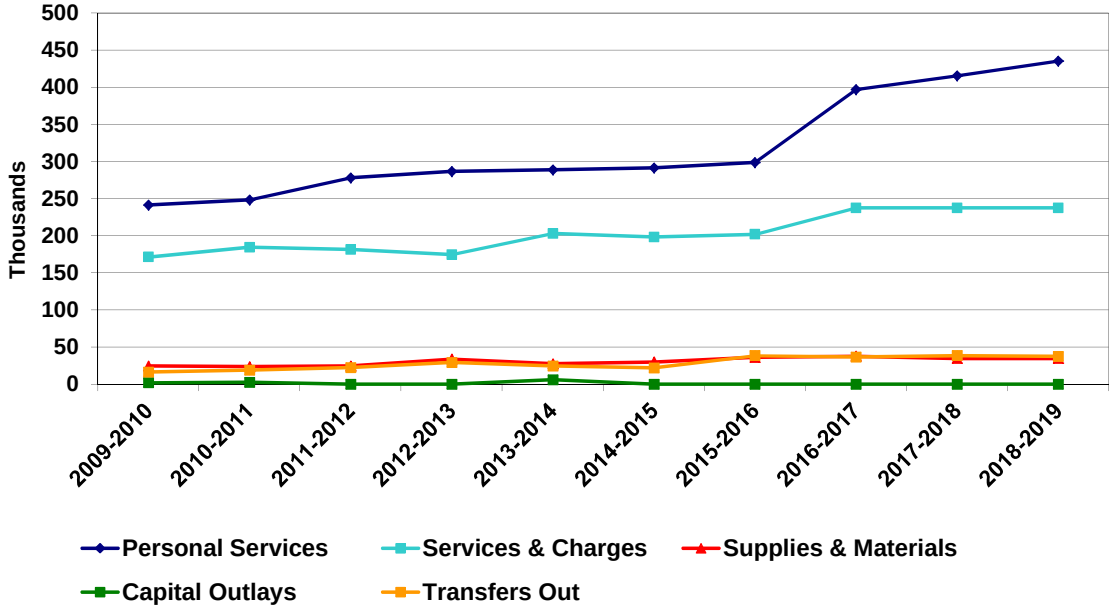
Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
Authorized & Budgeted:					
Foreman	1.00	1.00	1.00	1.00	1.00
Public Maint Worker I	1.00	1.00	1.00	1.00	1.00
Public Maint Worker III	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	3.00	3.00	3.00	3.00	3.00

Authorized & Unbudgeted:	
*Part-Time Custodian	1.00
Subtotal:	*1.00*
Total Authorized:	4.00

*This position will remain unbudgeted until funding is available.

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	298,800	**396,900**	415,600	435,400
Services & Charges	202,000	**237,600**	237,600	237,600
Supplies & Materials	36,400	**37,800**	34,800	34,800
Capital Outlays	0	**0**	0	0
Transfers Out	38,600	**36,600**	38,600	37,500
Total	575,800	**708,900**	726,600	745,300



BUILDING & GROUNDS

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1060		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	96,724	99,637	102,100	102,400	**104,700**	107,300	110,000
4003		WAGES OPERATIONAL	71,197	75,550	79,800	80,000	**137,500**	145,200	153,200
4004		OVERTIME	18,583	13,935	6,000	13,000	**10,000**	10,000	10,000
4006		OTHER PAY	2,101	191	3,000	3,000	**3,000**	3,000	3,000
4009		IMRF	25,968	25,610	24,400	24,500	**34,600**	36,100	37,600
4010		SOCIAL SECURITY	14,767	14,978	14,900	15,000	**19,900**	20,600	21,600
4012		HOSPITALIZATION	55,085	55,380	55,300	55,900	**80,200**	86,200	92,600
4020		SICK PAY	4,022	6,125	6,400	5,000	**7,000**	7,200	7,400
4022		LIFE INSURANCE	232	0	0	0	**0**	0	0
		SUBTOTAL	288,679	291,406	291,900	298,800	**396,900**	415,600	435,400
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,271	1,067	1,400	1,400	**1,400**	1,400	1,400
4107		PROF SVCS.-MEDICAL	0	0	0	0	**100**	100	100
4115		COMMUNICATIONS-TELEPHONE	813	1,186	1,500	1,500	**1,500**	1,500	1,500
4116		COMMUNICATIONS-PORT DV	47	61	0	400	**0**	0	0
4161		PUBLICATION OF NOTICES	0	254	200	200	**200**	200	200
4164		TRAINING	0	0	0	100	**0**	0	0
4170		PUBLIC UTILITY-GAS/HEAT	33,615	21,954	22,000	18,000	**12,000**	12,000	12,000
4180	(1)	REPAIRS & MAINTENANCE	165,578	169,638	178,000	178,000	**220,100**	220,100	220,100
4192		DUES/SUBSCRIPTIONS	15	15	0	100	**0**	0	0
4199	(2)	OTHER SERVICES & CHARGES	1,773	1,646	2,300	2,300	**2,300**	2,300	2,300
		SUBTOTAL	203,112	195,821	205,400	202,000	**237,600**	237,600	237,600
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	58	171	400	400	**400**	400	400
4202		CLEANING SUPPLIES	481	221	500	500	**500**	500	500
4203	(3)	CLOTHING SUPPLIES	834	1,059	1,300	1,300	**1,900**	1,900	1,900
4207		PUB. GRNDS. MATL/SUPPLIES	1,675	837	3,000	3,000	**3,000**	3,000	3,000
4208	(4)	BUILDING MATL/SUPPLIES	18,818	23,515	27,000	27,000	**28,000**	25,000	25,000
4209		MOTOR VEH MAT & SPLY	0	0	0	200	**0**	0	0
4299		OTHER OPERATING SUPPLIES	5,786	4,213	4,000	4,000	**4,000**	4,000	4,000
		SUBTOTAL	27,652	30,016	36,200	36,400	**37,800**	34,800	34,800
			CAPITAL OUTLAYS						
4304		EQUIPMENT	5,980	0	7,000	0	**0**	0	0
		SUBTOTAL	5,980	0	7,000	0	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	10,773	3,554	3,500	5,500	**5,900**	6,000	6,100
4962		TRANSFER TO IT	11,004	11,732	19,800	20,100	**17,700**	19,600	18,400
4964		TRANSFER TO ERF	2,800	6,600	13,000	13,000	**13,000**	13,000	13,000
		SUBTOTAL	24,577	21,886	36,300	38,600	**36,600**	38,600	37,500
		TOTAL FOR DEPARTMENT	550,000	539,129	576,800	575,800	**708,900**	726,600	745,300

Notes

4180 (1) REPAIRS & MAINTENANCE				**220,100**
40,000	HVAC MAINTENANCE - VH HHRC EV HST	1,000	WINDOW CLEANING - HHRC	
65,400	CLEANING SERVICE - V H & P D	400	BACK FLOW CERTIFICATION - HHRC	
1,400	CLEANING SERVICE - 105 E. LAKE ST.	200	FIRE EXTINGUISHER SERVICE - HHRC	
4,500	CLEANING SERVICE - HHRC	1,000	BOILER/CHILLER WATER TREATMENT	
3,500	WINDOW BLIND CLEANING	4,500	WINDOW CLEANING	
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 & 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 CERT. VH	1,000	GENERATOR LOAD BANK TEST - 105 E LAKE	
900	FIRE PUMP ANNUAL CERTIFICATION	400	WINTERIZE FOUNTAIN	
2,000	FIRE EXTINGUISHER - INSPECTION/SERVICE	20,000	INTERIOR PAINTING - VH	
400	IRRIGATION SYS SERVICE - HHRC	400	IRRIGATION SYS SERVICE - HIST DIST	
4199 (2) OTHER SERVICES & CHARGES				**2,300**
1,500	CLEANSERV FOR WALK ON RUNNERS	800	NORCOMM ANNUAL MONITORING CONTRACT	
4203 (3) CLOTHING SUPPLIES				**1,900**
375	BOOTS 3 @ $125	900	UNIFORM RENTAL 3 @ $300	
200	T-SHIRTS	425	WINTER JACKETS & SAFETY WEAR, ETC	
4208 (4) BUILDING MAT SUPPLIES				**28,000**
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	
		3,000	CEILING TILE CLEANING	

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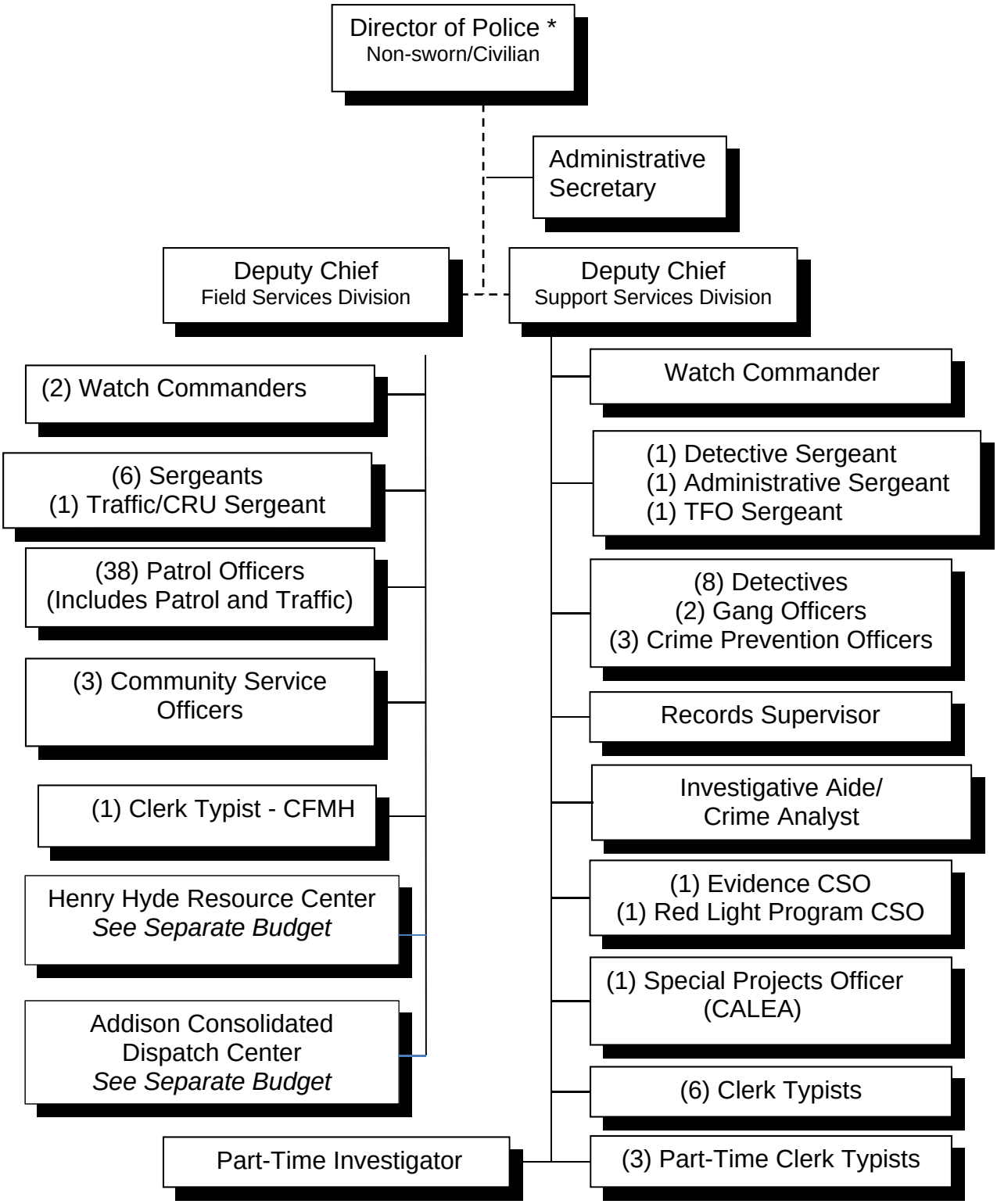
Organization Structure



* 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, Community Response 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 2015 and was awarded *"Accreditation With Excellence"* for the second time, as well as the Meritorious Award, which recognizes accredited agencies for having been accredited for fifteen or more continuous years.

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, and the Henry Hyde Neighborhood Resource Center. The Crime Prevention Section provides a vast array of programming for adults and children. The Crime Prevention Section helps promote educational programs throughout the community. In addition, the division provides a uniformed presence and coordinates services at the Henry Hyde Center and other outreach programs throughout the Village of Addison. The division's personnel consist of sworn officers, civilian staff, and many citizen volunteers, overseen by the Deputy Chief, one Commander, a Detective Sergeant and an Administrative Sergeant.

Narrative (Cont'd)

FY 2016-17 Key Objectives

Strategic Priority 2: Community Image

- 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 are tailored toward a specific ethnic group, i.e. English as a Second Language (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 police will continue to work with all faith-based communities for outreach programs.

- The police will continue to be active participants in the "Los Padres" committee working within our community.

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

- The department will hold educational events for all members of the community to be apprised of current criminal trends. An example of this will be the training of "Who is knocking on my door" for financial scams or thefts within the elderly community.

- 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 2016-17 Key Objectives (Cont'd)

Strategic Priority 3: Housing

- The department has Community Response personnel that are trained to provide the Crime Free Multi-Housing program to landlords within the community. The Community Response Unit 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.

Strategic Priority 4: Infrastructure

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 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 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$14,894,701	$15,321,100	$15,520,000
Number of Employees	86	87	87
Outputs			
Calls Responded To	23,037	25,000	25,000
Index Crimes	735	740	740
Non-Index Crimes	4,283	4,300	4,300
Service Calls:			
Lost/Found Property	228	250	250
Motorist Assist	1,255	1,300	1,300
Animal Complaints	666	700	700
Domestics	631	625	625
Suspicious Incidents	1,455	1,400	1,400
Citizen Assists	1,601	1,850	1,850
Traffic Accidents	1,219	1,400	1,400
Assist Other Agencies	2,321	2,600	2,600
Disturbance Calls	1,096	1,100	1,100
Alarms	1,085	1,100	1,100
Total Traffic Tickets	5,263	7,000	7,000
Total DUI Arrests	90	90	90
Total Parking Tickets	8,166	10,000	10,000
Effectiveness			
Neighborhood Groups	74	75	75
DARE Program Student Attendance	5,420	6,000	6,000
Senior Police Academy	24	25	25
Citizen Volunteers/CERTS	72	80	80
Employee Grievances	0	0	0
Efficiency			
Total cases investigated by Detective Division*	695	724	720
Percentage of cases cleared by Detective Division	86%	86%	86%
Percentage of cases cleared by arrest (Detective Division)	42%	44%	45%

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

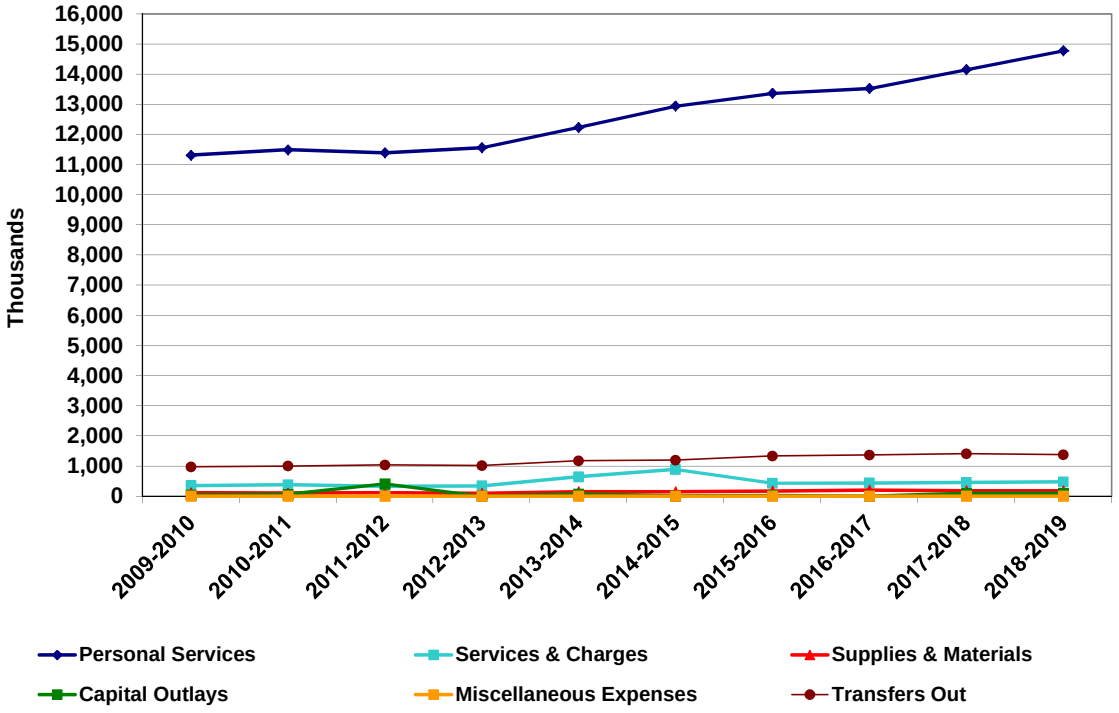
POLICE

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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 (10)	10.00	10.00	10.00	10.00	10.00
Patrol Officer (52)	52.00	52.00	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:	87.00	87.00	87.00	87.00	87.00
Authorized & Unbudgeted:					
None					
Total Authorized:	87.00				

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	13,366,700	**13,523,600**	14,150,200	14,777,900
Services & Charges	428,700	**437,100**	450,300	473,800
Supplies & Materials	166,800	**194,300**	174,300	174,300
Capital Outlays	23,000	**0**	95,000	95,000
Miscellaneous Expenses	0	**0**	0	0
Transfers Out	1,335,900	**1,365,000**	1,405,600	1,378,300
Total	15,321,100	**15,520,000**	16,275,400	16,899,300



POLICE

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1510		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	1,845,352	2,021,733	1,954,600	2,042,000	**2,025,800**	2,106,900	2,188,500
4002		WAGES CLERICAL	491,042	495,933	515,700	520,000	**554,800**	580,500	602,400
4003		WAGES OPERATIONAL	4,215,198	4,296,487	4,683,600	4,450,000	**4,786,900**	5,004,000	5,196,200
4004		OVERTIME	879,859	1,094,605	800,000	800,000	**500,000**	500,000	500,000
4005		HOLIDAY PAY	119,447	122,223	120,000	135,000	**125,000**	125,000	125,000
4006		OTHER PAY	83,881	82,432	84,900	81,000	**86,000**	88,000	90,000
4007		PART TIME	129,972	109,902	135,000	135,000	**142,500**	150,300	158,500
4009		IMRF	143,527	142,905	133,600	133,600	**152,900**	172,200	191,700
4010		SOCIAL SECURITY	589,315	619,527	636,300	636,300	**654,600**	680,600	720,400
4012		HOSPITALIZATION	1,466,253	1,544,051	1,778,900	1,576,600	**1,658,200**	1,772,300	1,894,400
4020		SICK PAY	115,667	100,432	118,600	111,700	**118,600**	121,600	125,300
4022		LIFE INSURANCE	2,746	0	0	0	**0**	0	0
4029		PENSION BENEFITS	2,152,215	2,309,702	2,718,300	2,745,500	**2,718,300**	2,848,800	2,985,500
		SUBTOTAL	12,234,474	12,939,932	13,679,500	13,366,700	**13,523,600**	14,150,200	14,777,900
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	7,625	6,437	8,300	8,300	**8,500**	8,700	8,700
4103	(1)	PROF SVCS.-LEGAL	69,128	69,928	68,100	50,000	**68,100**	68,100	68,100
4105	(2)	PROF SVCS.-DATA PROCESS.	16,111	18,723	49,300	49,300	**44,200**	44,200	44,200
4107		PROF SVCS.-MEDICAL	10,736	8,343	5,200	5,200	**6,200**	6,200	6,200
4110	(3)	TECH. & CONSULT. SVCS.	69,721	46,543	51,700	51,700	**62,200**	62,200	62,200
4112		PROF SVCS - ARRA RECORDS PROG	272,000	0	0	0	**0**	0	0
4113		PROF SVC DPICJ JAG	0	241,938	0	54,000	**0**	0	0
4115		COMMUNICATIONS-TELEPHONE	66,782	72,693	66,000	54,900	**68,500**	68,500	68,500
4116		COMMUNICATIONS-PORT DEV	1,152	(893)	0	(600)	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	15,699	16,369	16,000	16,000	**16,000**	16,000	16,000
4118		COPY/REPRODUCTION	9,184	9,662	10,000	10,000	**10,000**	10,000	10,000
4120		PUBLIC RELATIONS	684	1,091	1,000	1,000	**7,500**	7,500	7,500
4121		INVESTIGATIVE	7,377	6,498	10,000	10,000	**10,000**	10,000	10,000
4160		PRINTING	8,513	9,837	11,000	11,000	**11,000**	11,000	11,000
4161		PUBLICATION OF NOTICES	216	45	200	200	**500**	500	500
4163	(4)	CONFERENCES	3,886	10,693	18,500	18,500	**12,100**	12,100	12,100
4164	(5)	TRAINING	39,290	49,357	27,600	27,600	**56,400**	45,900	45,900
4170		PUBLIC UTILITY-GAS/HEAT	768	663	700	700	**700**	700	700
4173		PUBLIC UTILITY-ELEC/LIGHT	0	0	0	200	**0**	0	0
4175		PUBLIC UTILITY-ELEC/EQUIP	814	899	900	4,200	**900**	900	900
4180	(6)	REPAIRS & MAINTENANCE	10,269	6,764	22,300	22,300	**22,300**	45,800	69,300
4190		RENTAL EQUIPMENT	120	125	500	500	**500**	500	500
4192	(7)	DUES & SUBSCRIPTIONS	15,555	15,514	20,700	20,700	**21,500**	21,500	21,500
4199	(8)	OTHER SERVICES & CHARGES	15,639	14,953	13,000	13,000	**10,000**	10,000	10,000
		SUBTOTAL	641,269	606,182	401,000	428,700	**437,100**	450,300	473,800
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	13,319	10,584	15,000	15,000	**15,000**	15,000	15,000
4203	(9)	CLOTHING SUPPLIES	60,535	87,884	76,000	76,000	**76,000**	76,000	76,000
4299	(10)	OTHER OPERATING SUPPLIES	66,658	45,601	75,800	75,800	**103,300**	83,300	83,300
		SUBTOTAL	140,512	144,069	166,800	166,800	**194,300**	174,300	174,300
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	8,523	0	0	**0**	0	0
4304		EQUIPMENT	71,906	0	23,000	23,000	**0**	95,000	95,000
		SUBTOTAL	71,906	8,523	23,000	23,000	**0**	95,000	95,000
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	570,465	524,411	590,300	600,000	**660,400**	666,100	677,900
4962		TRANSFER TO IT	452,960	482,784	478,000	484,700	**481,600**	533,100	499,500
4964		TRANSFER TO ERF	147,000	188,800	251,200	251,200	**223,000**	206,400	200,900
		SUBTOTAL	1,170,425	1,195,995	1,319,500	1,335,900	**1,365,000**	1,405,600	1,378,300
		TOTAL FOR DEPARTMENT	14,258,586	14,894,701	15,589,800	15,321,100	**15,520,000**	16,275,400	16,899,300

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**			**44,200**
		4,800	WEST GOVT SVC- INVEST DATABASE	1,100	CERTIFION - ENTERSECT
		4,300	COUNTY DATA PROCESSING	300	TRAC SYSTEM MAINTENANCE AGREEMENT
		500	CRIME INTEL MAINTENANCE CONTRACT	4,200	VEHICLE LICENSE PROCESSING
		600	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-MAP SCENE EVIDENCE
		800	FAAP FALSE ALARM AGREEMENT	1,500	BEAST SUPPORT - EVIDENCE
		2,400	INNOVATIVE DATA SOLUTIONS	5,000	LEADS ONLINE
		3,000	IWIN - CMS RECVNG	8,000	SCHEDULING SOFTWARE
		1,500	OCEAN SYSTEMS AGREEMENT		
4110	**(3)**	**TECH & CONSULT SERVICES**			**62,200**
		4,700	CALEA	23,000	ADMINISTRATIVE ADJUDICATION
		7,500	GRANT WRITING CONSULT - GRANTS	12,000	NET RMS
		15,000	IWIN - VERIZON MDC		
4163	**(4)**	**CONFERENCES**			**12,100**
		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	5,000	CALEA CONFERENCE
4164	**(5)**	**TRAINING**			**56,400**
		1,500	MEDICOLEGAL DEATH SEMINAR	2,500	HOMICIDE TRAINING
		7,900	MAJOR CRIME EVIDENCE TECHNICIAN	1,500	COMMUNITY RESPONSE UNIT TRAINING
		9,500	NEMRT (69 SWORN AND 30 CIVILIAN)	6,200	SLEA BASIC TRAINING
		1,500	USE OF FORCE TRAINING	12,100	HOMELAND SECURITY
		100	TASER RE-CERTIFICATION	4,500	FBI NATIONAL ACADEMY
		1,500	LAW REVIEW CLASSES	6,000	EDUCATIONAL REIMBURSEMENT
		1,600	ILEETA TRAINING		
4180	**(6)**	**REPAIRS AND MAINTENANCE**			**22,300**
		4,400	RADAR CALIBRATION	1,000	FITNESS EQUIPMENT SERVICE CONTRACT
		5,600	LIVESCAN MAINTENANCE	3,100	FIRE EXTINGUISHERS, RADAR, CAMERAS
		5,000	RANGE MAINTENANCE	1,000	UNITROLS, SHOTGUNS, HANDGUNS
		1,200	TASER EXTENDED WARRANTY	1,000	EQUIPMENT REPAIRS
4192	**(7)**	**DUES/SUBSCRIPTIONS**			**21,500**
		200	HAINES DIRECTORY	360	INTERNATIONAL CHIEF'S OF POLICE
		100	IAPE	600	JUVENILE OFFICER'S ASSOCIATION
		200	CREDIT MEMBERSHIP (DETECTIVES)	100	LERMI RECORDS MANAGER
		200	WEST SUBURBAN DETECTIVES ASSOC.	200	LEVA (DETECTIVES)
		375	DUPAGE POLICE CHIEF'S ASSOCIATION	500	MAJOR CRIME TASK FORCE
		125	MISC	100	NATIONAL BUNCO ASSOCIATION
		450	FBI ASSOCIATION (4)	300	MOCIC MEMBERSHIP
		6,600	NIPAS (FIELD FORCE)	500	PERF - POLICE EXEC. RESEARCH FORUM
		100	ILLINOIS ANIMAL CONTROL ASSOCIATION	5,000	STATE'S ATTORNEY CHILD ABUSE PRGM
		600	ILLINOIS ASSOC. CHIEFS OF POLICE	100	DARE ASSOCIATION
		50	ILLINOIS CRIME PREVENTION ASSOC.	200	ILLINOIS COMPILED STATUTES
		300	ILEAS - ANNUAL AGENCY MEMBERSHIP DUES	200	ILEETA
		40	NATIONAL ASSOC OF SCHOOL RES	100	MGIA
		400	ILLINOIS CRIMINAL LAW BOOKS	300	IATIA
		100	IPAC - IL POLICE ACCRED. COALITION	100	CAI - CRIME ANALYSTS OF IL
		3,000	IVC (IL VEHICLE CODE BOOKS)		
4199	**(8)**	**OTHER SERVICES & CHARGES**			**10,000**
		3,000	ANIMAL SERVICES	1,000	SHIPPING/FREIGHT
		3,000	CAR/ SQUAD CAR WASHES	2,500	SHRED-IT SHREDDING SERVICE
		500	PRISONER MEALS		

4203 (9) CLOTHING SUPPLIES **76,000**

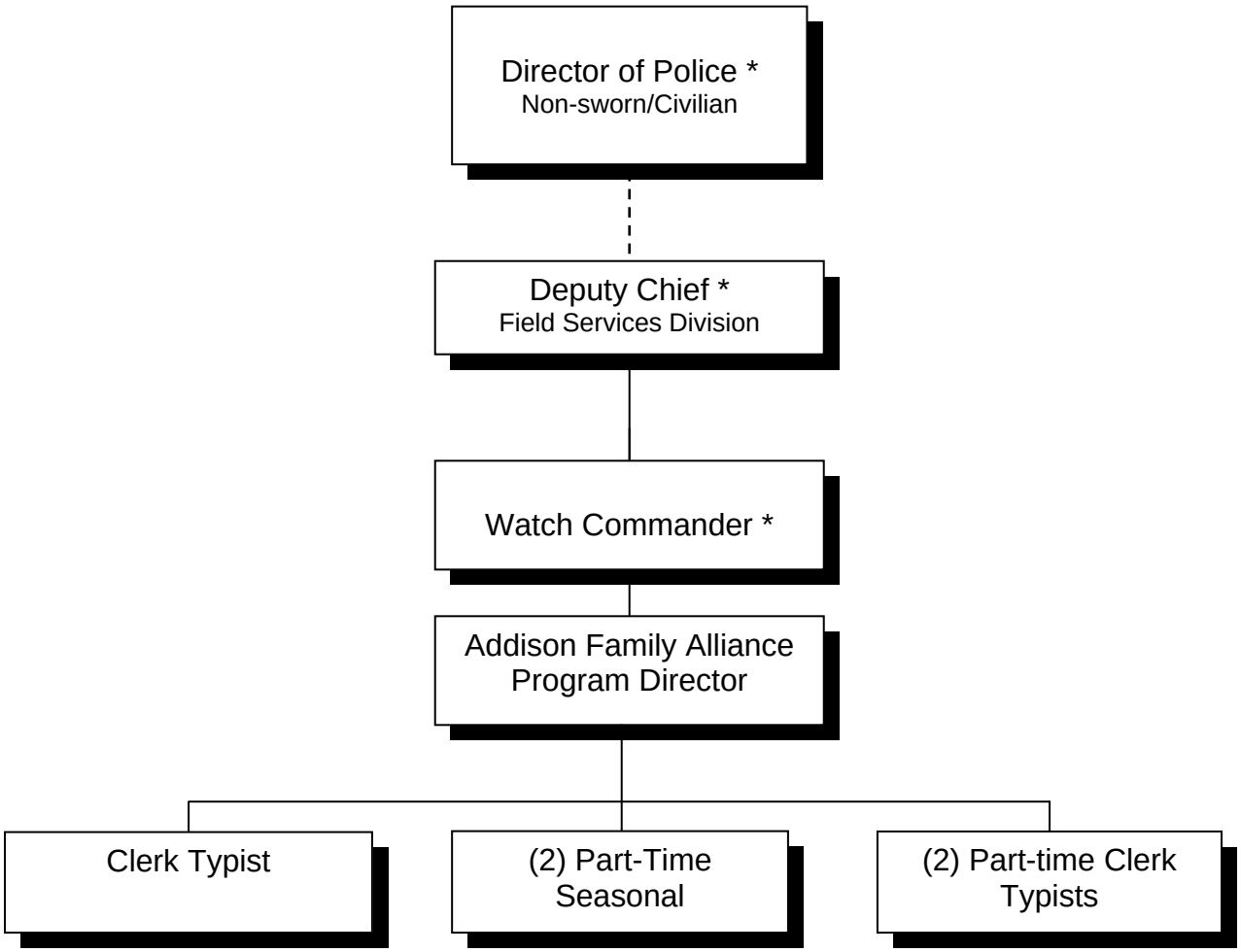
500	ALTERATIONS & REPAIRS	1,000	CLERKS (10)
12,000	BULLET PROOF VESTS	30,000	REPLACEMENT UNIFORMS
15,000	CLEANING & MAINTENANCE	9,100	DETECTIVES (9) - DEPUTIES (2)
7,000	SHOES	600	CSO'S (5)
800	TASK FORCE (3)		

4299 (10) OTHER OPERATING SUPPLIES **103,300**

3,000	AED EQUIPMENT/SUPPLIES	2,000	STERICYCLE WASTE REMOVAL
22,500	AMMO - COMPULSORY TRAINING	300	TRAFFIC WANDS/FLASHLIGHTS
2,500	SAGE AMMO	500	LOCK UP SUPPLIES
600	BATTERIES, VIDEO TAPES, CASSETTES, DISKS	1,500	MAJOR CALLS & SPCL EVENT SUPPLIES
1,200	BREATHALYZER SUPPLIES	1,500	MEETING SUPPLIES
6,000	EVIDENCE SUPPLIES	1,200	COMPUTER SUPPLIES
600	COFFEE	8,100	MISCELLANEOUS OFFICER SUPPLIES
500	DISPOSABLE BLANKETS	600	NARCOTICS KITS
1,000	DOG FOOD/ANIMAL SUPPLIES	1,200	NON-LETHAL CHEMICAL SPRAY
2,000	BADGES	900	GUN PARTS
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/BOXES FOR EVIDENCE
2,000	FIRST AID SUPPLIES	5,000	RECHARGEABLE BATTERIES
3,600	FLARES	20,000	RIFLE REPLACEMENT
500	GUN CLEANING SUPPLIES		
1,200	SHOOTING TARGETS		
100	HARDWARE SUPPLIES		

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, U of I Extension, Northern Illinois Food Bank, Elmhurst College, Addison School District 4, School District 88, 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 5:30 p.m. throughout the school year. During the summer, 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 2016–17 Key Objectives

Strategic Priority 2: Community Image

a. Fully integrated community – no fragmentation.

- 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 to support programs that embrace, expand and create interaction/participation between the various ethnic groups.
- The Center offers a variety of programs that are tailored toward 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 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$323,676	$347,400	$389,700
Number of Employees	3	3	4
Volunteers	44	40	40
Outputs			
Total Hours of Service for After School Program	307	310	310
Total Hours of Service for Summer Camp	119	120	120
Total Number of Children Registered for Summer Camp	60	60	65
Total Number of Children Registered for After School Program	96	100	100
Daily Attendance in the After School Program	40	40	45
Number of Meals served to the Children	7,975	8,000	8,500
Computer Literacy Class	47	50	50
GED in Spanish	86	90	90
English as a Second Language	80	80	80
Teen Parenting Class	47	50	50

HENRY HYDE RESOURCE CENTER

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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 (2)	2.00	2.00	2.00	2.00	2.00
Part-Time/Seasonal (2)	2.00	2.00	2.00	2.00	2.00
Total Budgeted:	6.00	6.00	6.00	6.00	6.00

Authorized & Unbudgeted:

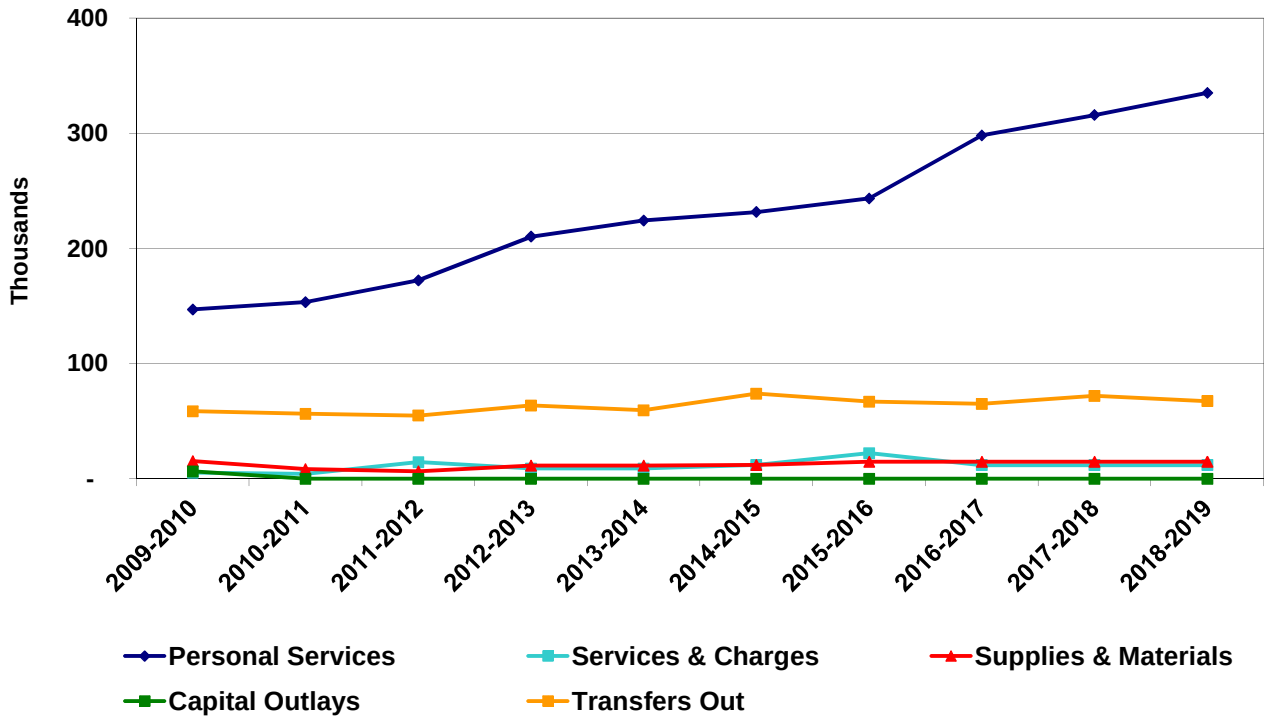
None

Total Authorized:	6.00

HENRY HYDE RESOURCE CENTER

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	243,500	**298,200**	315,900	335,200
Services & Charges	22,300	**11,800**	11,800	11,800
Supplies & Materials	14,600	**14,600**	14,600	14,600
Capital Outlays	0	**0**	0	0
Transfers Out	67,000	**65,100**	71,900	67,400
Total	347,400	**389,700**	414,200	429,000



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.

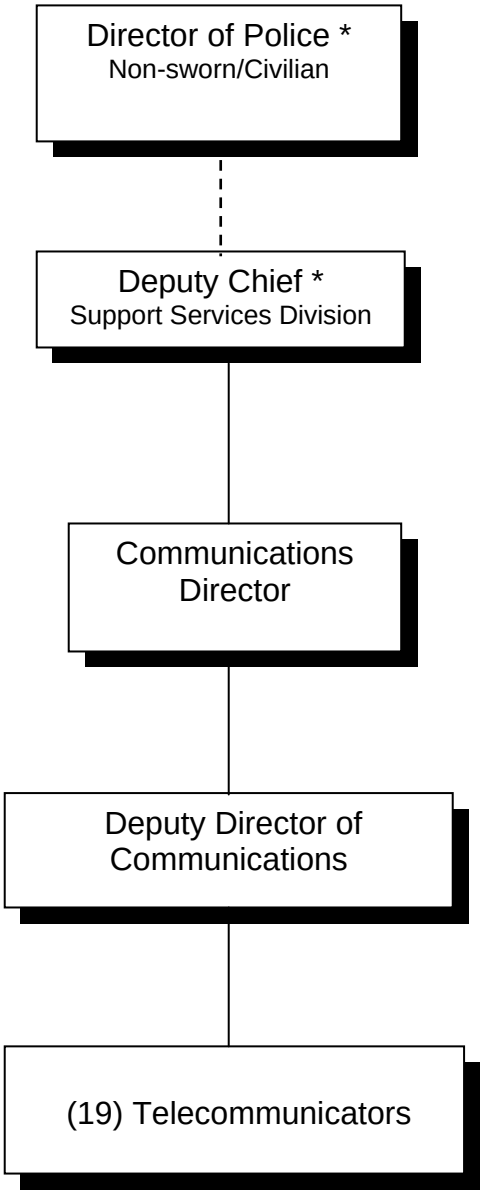
HENRY HYDE RESOURCE CENTER

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1520	**EXPENDITURES**							
		PERSONAL SERVICES						
4001	SALARIES - ADMINISTRATIVE	87,980	93,358	98,400	98,500	**104,000**	109,700	115,800
4002	WAGES CLERICAL	41,110	43,528	46,100	46,400	**49,500**	52,300	55,100
4006	OTHER PAY	732	319	0	600	**0**	0	0
4007	PART TIME	16,844	17,957	19,000	18,100	**55,100**	58,700	63,100
4009	IMRF	19,782	20,345	20,500	20,700	**25,600**	27,000	28,500
4010	SOCIAL SECURITY	11,234	11,882	12,600	12,700	**16,000**	16,900	17,900
4012	HOSPITALIZATION	46,468	44,284	44,000	44,600	**48,000**	51,300	54,800
4020	SICK PAY	0	0	0	1,900	**0**	0	0
4022	LIFE INSURANCE	136	0	0	0	**0**	0	0
	SUBTOTAL	224,286	231,673	240,600	243,500	**298,200**	315,900	335,200
		SERVICES & CHARGES						
4101	PROF SVCS.-ACCTNG/AUDITING	684	575	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	2,172	0	14,000	14,000	**0**	0	0
4115	COMMUNICATIONS-TELEPHONE	4,950	3,563	3,300	3,300	**3,300**	3,300	3,300
4116	COMMUNICATIONS-PORT DEV	25	36	0	(100)	**0**	0	0
4117	COMMUNICATIONS-POSTAGE	703	0	0	0	**0**	0	0
4118	COPY/REPRODUCTION	0	809	600	600	**1,000**	1,000	1,000
4160	PRINTING	97	0	1,000	1,000	**1,000**	1,000	1,000
4161	PUBLICATION OF NOTICES	324	102	200	200	**200**	200	200
4192	DUES/SUBSCRIPTIONS	15	15	0	0	**0**	0	0
4199	OTHER SERVICES & CHARGES	0	965	1,600	1,600	**4,600**	4,600	4,600
	SUBTOTAL	8,970	6,065	22,400	22,300	**11,800**	11,800	11,800
		SUPPLIES & MATERIALS						
4201	OFFICE SUPPLIES	2,115	0	1,500	1,500	**1,500**	1,500	1,500
4203	CLOTHING SUPPLIES	436	1,044	1,100	1,100	**1,100**	1,100	1,100
4299	OTHER OPERATING SUPPLIES	8,782	10,881	12,000	12,000	**12,000**	12,000	12,000
	SUBTOTAL	11,333	11,925	14,600	14,600	**14,600**	14,600	14,600
		TRANSFERS OUT						
4962	TRANSFER TO IT	59,405	74,013	66,100	67,000	**65,100**	71,900	67,400
	SUBTOTAL	59,405	74,013	66,100	67,000	**65,100**	71,900	67,400
	TOTAL FOR DEPARTMENT	303,994	323,676	343,700	347,400	**389,700**	414,200	429,000

CONSOLIDATED DISPATCH CENTER

Organization Structure



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CONSOLIDATED DISPATCH CENTER

Narrative

DESCRIPTION OF ACTIVITIES

The Addison Consolidated Dispatch Center (ACDC) is a 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; efficient 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, the Village of Bloomingdale, the DuPage County Forest Preserve Police, the City of Wood Dale, and the Village of Itasca. 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 department's police units' requests and inquiries. Quality control is checked by random customer service compliance checks of the employee's 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 nineteen 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 2016-17 Key Objectives

Strategic Priority 4: Infrastructure

- The Center will continue to incorporate new technology to work towards 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.

- In order to accommodate the provision of services to other agencies, the current Addison Consolidated Dispatch Center has been expanded to eight full telephone, radio, CAD, and VOA work positions. The Center will add two more full positions in 2016 to fulfill our commitment to Glendale Heights PD.

- In order to provide dispatching services to the organizations who are interested in joining ACDC and to provide a "backup" solution for the residents of DuPage County, the Village of Addison has entered into a contract with FGM Architects to construct a state of the art NFPA 1221 Communications Center, located on Village owned property on Jeffrey Drive.

- 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 telecommunicators and officers are done on a bi-monthly basis.

CONSOLIDATED DISPATCH CENTER

Narrative (Cont'd)

FY 2016-17 Key Objectives (Cont'd)

Strategic Priority 5: Civic Engagement

- 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 ACDC began providing E911 and dispatch services for their police department.

- The DuPage County Forest Preserve Police became members on May 4, 2015.

- The City of Wood Dale became a member October 20, 2015.

- The Village of Itasca became a member January 5, 2016.

- The Village of Glendale Heights will become a member in May 2016.

- ACDC has been working with the Pleasantview Fire Protection Agency to provide dispatching services and plans to cut-over in September 2016.

- ACDC has been working with the Tri-State Fire Protection Agency to provide dispatching services.

- Over the last 14 months ACDC has been meeting with neighboring fire departments, who are interested in joining ACDC to provide their residents and first responders a single point of dispatch.

- 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 telecommunicators, or part-time call takers, may have to be hired, equipped, and trained to handle the added workload.

CONSOLIDATED DISPATCH CENTER

Narrative (Cont'd)

Performance Measures	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$2,109,831	$2,342,100	$3,162,600
Number of Employees	19	26	34
Outputs			
E911 calls processed	23,560	29,156	38,000
Other phone calls processed	124,402	160,870	170,048
Outbound calls made by T/Cs	43,895	53,087	63,000
Total phone calls handled by T/Cs	191,857	243,113	271,048
Calls for service generated in CAD	79,243	90,786	98,786
Effectiveness			
% of 911 calls answered w/in 0-5 secs.	99.05%	99.00%	99.0%
% of 911 calls answered w/in 6-11 secs.	.092%	1.00%	1.00%
% of 911 calls answered w/in 11-15 secs.	.03	0.00%	0.00%
% of 911 calls answered w/in over 15 secs.	.00	0.00%	0.00%
Efficiency			
Avg. ring time (seconds)	00:03	00:03	00:03
Avg. talk time (seconds)	N/A	N/A	N/A
Avg. hold time (seconds)	N/A	N/A	N/A

CONSOLIDATED DISPATCH CENTER

Personnel Summary

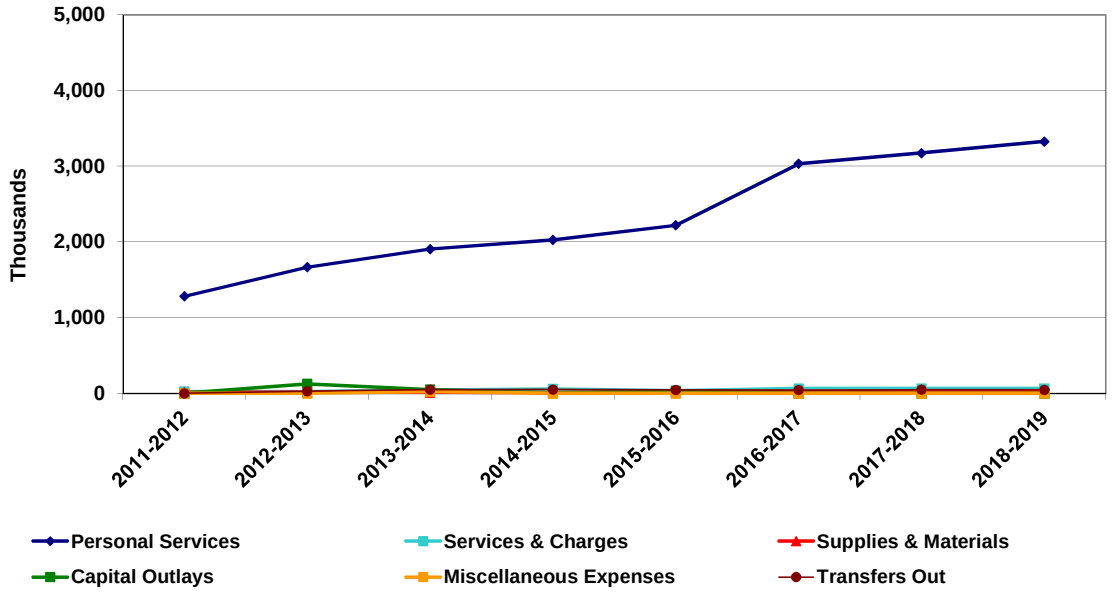
Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
Authorized & Budgeted:					
Communications Director	1.00	1.00	1.00	1.00	1.00
Deputy Director of Communications	1.00	1.00	1.00	1.00	1.00
Dispatchers/Telecommunicators	19.00	17.00	17.00	17.00	17.00
Total Budgeted:	21.00	19.00	19.00	19.00	19.00
Authorized & Unbudgeted:					
None					
Total Authorized:	21.00				

CONSOLIDATED DISPATCH CENTER

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	2,219,000	**3,030,400**	3,172,800	3,325,300
Services & Charges	36,300	**63,800**	63,800	63,800
Supplies & Materials	20,100	**24,000**	24,000	24,000
Capital Outlays	23,100	**0**	0	0
Miscellaneous Expenses	0	**0**	0	0
Transfers Out	43,600	**44,400**	49,000	46,000
Total	2,342,100	**3,162,600**	3,309,600	3,459,100

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



CONSOLIDATED DISPATCH CENTER

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
1530		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	197,259	224,761	181,500	184,000	**279,400**	294,200	304,300
4003		WAGES OPERATIONAL	942,515	983,579	1,169,000	1,186,100	**1,596,000**	1,677,900	1,764,100
4004		OVERTIME	164,929	172,426	50,000	157,000	**150,000**	150,000	150,000
4005		HOLIDAY PAY	36,183	35,602	41,000	35,000	**50,000**	50,000	50,000
4006		OTHER PAY	2,352	11,893	17,000	13,600	**17,000**	17,000	17,000
4009		IMRF	181,641	187,752	181,100	197,600	**286,800**	291,500	304,100
4010		SOCIAL SECURITY	103,206	109,754	110,700	121,000	**159,200**	166,400	173,800
4012		HOSPITALIZATION	271,936	293,930	337,200	319,600	**486,800**	520,400	556,400
4020		SICK PAY	3,683	4,780	5,000	5,100	**5,200**	5,400	5,600
4022		LIFE INSURANCE	1,432	0	0	0	**0**	0	0
		SUBTOTAL	1,905,136	2,024,477	2,092,500	2,219,000	**3,030,400**	3,172,800	3,325,300
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	293	246	300	300	**300**	300	300
4105	(1)	PROF SVCS.-DATA PROCESS.	735	59	400	400	**3,400**	3,400	3,400
4107	(2)	PROF SVCS.-MEDICAL	2,150	2,510	800	1,000	**2,000**	2,000	2,000
4110	(3)	TECH. & CONSULT. SVCS.	4,650	1,500	2,700	2,700	**2,700**	2,700	2,700
4115		COMMUNICATIONS-TELEPHONE	24,747	8,526	25,700	9,600	**25,700**	25,700	25,700
4118		COPY/REPRODUCTION	0	185	500	500	**500**	500	500
4161	(4)	PUBLICATION OF NOTICES	318	241	400	400	**400**	400	400
4163	(5)	CONFERENCES	0	0	3,700	4,200	**5,000**	5,000	5,000
4164	(6)	TRAINING	3,145	2,848	11,600	10,000	**10,200**	10,200	10,200
4180	(7)	REPAIRS & MAINTENANCE	356	2,876	8,500	5,000	**11,000**	11,000	11,000
4192	(8)	DUES & SUBSCRIPTIONS	993	993	1,600	1,000	**1,600**	1,600	1,600
4199	(9)	OTHER SERVICES & CHARGES	4,020	1,297	600	1,200	**1,000**	1,000	1,000
		SUBTOTAL	41,407	21,346	56,800	36,300	**63,800**	63,800	63,800
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	4,229	2,770	6,000	6,000	**6,000**	6,000	6,000
4203	(10)	CLOTHING SUPPLIES	2,539	1,178	7,400	7,400	**10,300**	10,300	10,300
4299	(11)	OTHER OPERATING SUPPLIES	5,050	4,234	6,700	6,700	**7,700**	7,700	7,700
		SUBTOTAL	11,818	8,182	20,100	20,100	**24,000**	24,000	24,000
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	526	0	100	**0**	0	0
4304		EQUIPMENT	47,646	4,642	0	23,000	**0**	0	0
		SUBTOTAL	47,646	5,168	0	23,100	**0**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IT	47,476	50,658	43,000	43,600	**44,400**	49,000	46,000
		SUBTOTAL	47,476	50,658	43,000	43,600	**44,400**	49,000	46,000
		TOTAL FOR DEPARTMENT	2,053,483	2,109,831	2,212,400	2,342,100	**3,162,600**	3,309,600	3,459,100

Notes

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

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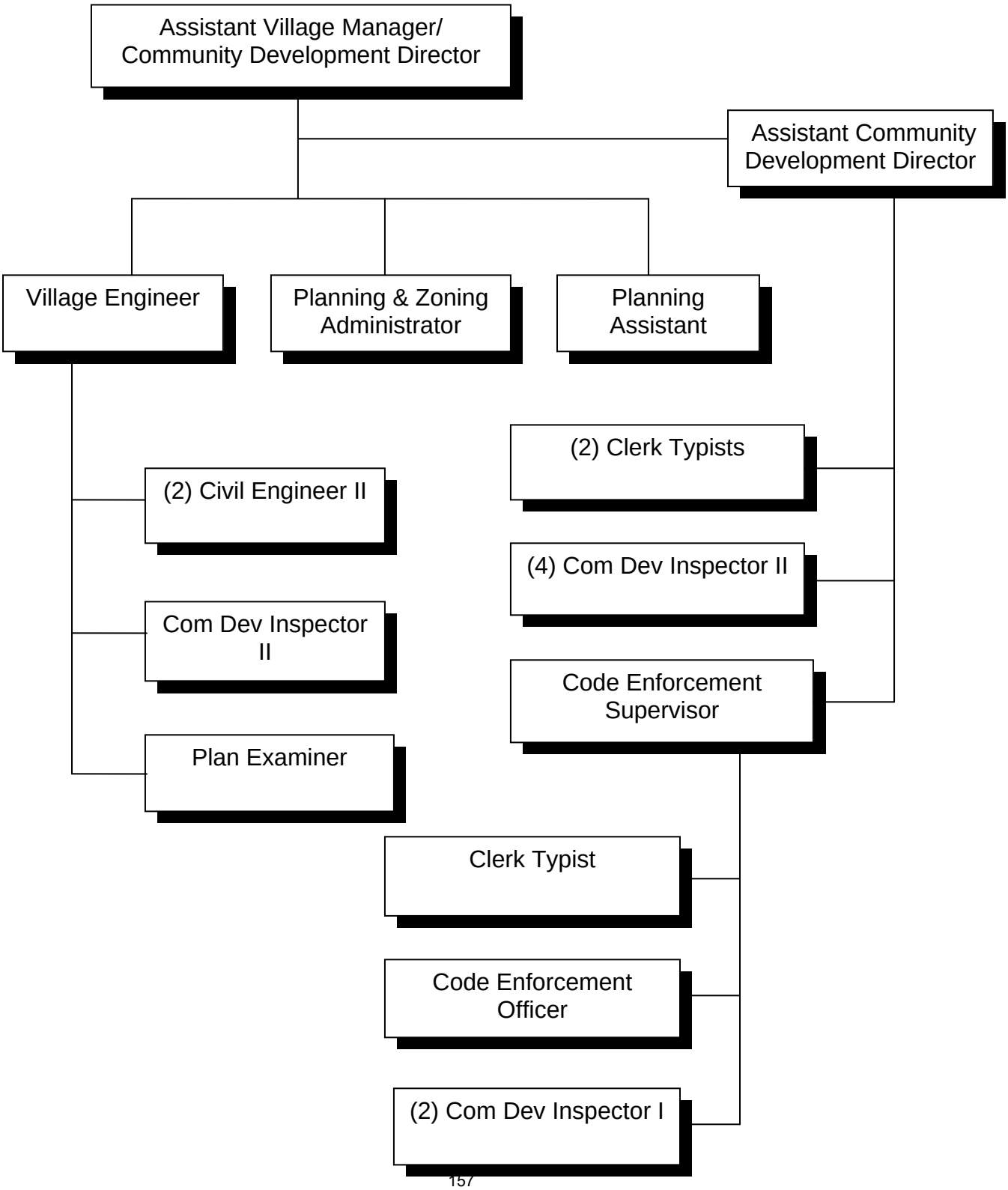
COMMUNITY DEVELOPMENT

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 twenty (20) 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 2016-17 KEY OBJECTIVES

Strategic Priority 1: Economic Development

b. Successful commercial development

- Continue working with commercial and retail property owners to improve their property and upgrade their tenant mix.
- Continue seeking new businesses to fill vacancies.

Strategic Priority 3: Housing

a. Expanded supported living housing options for seniors

- Work with developers to provide senior housing.

b. High percentage of Addison residents remain here

- Work with property owners and developers to maintain quality housing stock.

c. Current unincorporated areas are successfully incorporated

- Continue annexing unincorporated parcels.

COMMUNITY DEVELOPMENT

Narrative (Cont'd)

PERFORMANCE MEASURES

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$2,558,999	$2,696,213	$2,775,600
Number of Employees	19	19	20
Building Permits			
Outputs			
Total Number of Permits Issued	1,227	1,264	1,311
# of New Residential Permits	6	7	15
# of Residential Additions & Alterations	505	515	523
# of New Commercial/Industrial	1	2	2
# of Commercial/Industrial Add & Alt.	165	175	190
# of Misc. (fences, sheds, utilities, decks, etc.)	550	565	581
# of Instant Permits	404	410	423
# of Over the Counter Permits (OTC)	105	115	123
# of Plan Reviews Performed (Initial)	1,551	1,605	1,200
# of Plan Reviews Performed (Second)	401	423	500
# of Inspections Required by Permit	4,652	4,830	5,340
# of Building Inspections Performed	3,018	4,200	4,600
Efficiencies			
Average Number of Days to Process a Permit	16	14	12
Effectiveness			
# of Instant Permits as a % of all Permits	33%	32%	32%
# of Instant Permits as a % of all Misc. Permits	73%	73%	74%
% of Plans Reviewed in 10 Business Days or Less (Initial)	92%	95%	96%
% of Plans Reviewed in 10 Business Days or Less (Second)	95%	97%	98%
Code Enforcement			
Outputs			
# of Citations Issued – Circuit Court	23	25	26
# of Citations Issued – Administrative Adj.	240	265	273
Subtotal	263	290	299

Narrative (Cont'd)

PERFORMANCE MEASURES (Cont'd)

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Code Enforcement (Cont'd)			
Outputs (Cont'd)			
# of Code Enforcement Cases Initiated	1,116	1,150	1,175
# of Code Enforcement Cases Resolved	809	850	875
# of Business Licenses Reviewed	189	210	215
# of Business Licenses Denied	3	3	3
# of Business License Inspections Conducted	124	130	132
# of Annual Residential Rental Inspections Conducted	614	675	685
# of Annual Commercial/Industrial Inspections Conducted	249	250	300
# of Annual Commercial/Industrial Inspections Approved	232	235	250
# of Presale Inspections	17	25	29
# of Transfer Stamps Processed for Code Compliance	785	795	799
Number of Sump Pump Inspections	785	795	799
Number of FOIA Requests Processed	262	265	270
Efficiencies			
Average Days to Resolve an Enforcement Case	29	25	25
Effectiveness			
% of Code Enforcement Cases Resolved	73%	74%	75%
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

COMMUNITY DEVELOPMENT

Narrative (Cont'd)

PERFORMANCE MEASURES (CONT.)

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 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 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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)	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:					
*Single Family Residence Inspector	1.00				
Subtotal:	*1.00*				
Total Authorized:	19.60				

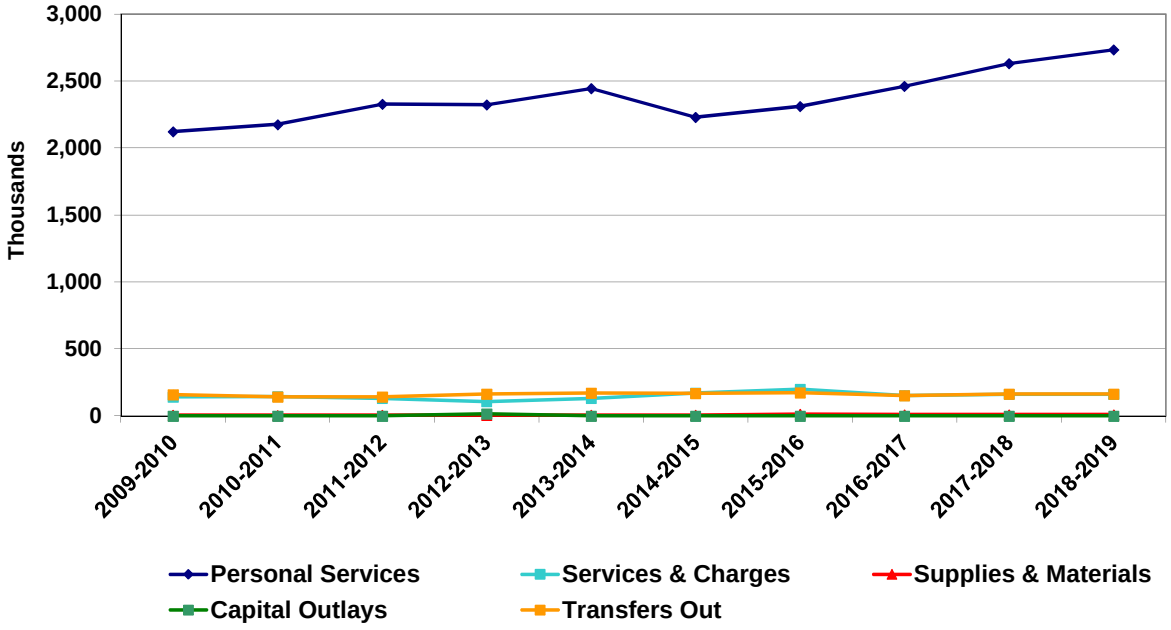
Note: Page 31 summarizes Employee Allocation Between Departments

*This position will remain unbudgeted until funding is available.

COMMUNITY DEVELOPMENT

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	2,310,313	**2,462,100**	2,631,900	2,734,500
Services & Charges	200,000	**152,000**	162,100	162,100
Supplies & Materials	12,700	**9,900**	9,900	9,900
Capital Outlays	0	**0**	0	0
Transfers Out	173,200	**151,600**	163,700	163,900
Total	2,696,213	**2,775,600**	2,967,600	3,070,400



COMMUNITY DEVELOPMENT

Budget

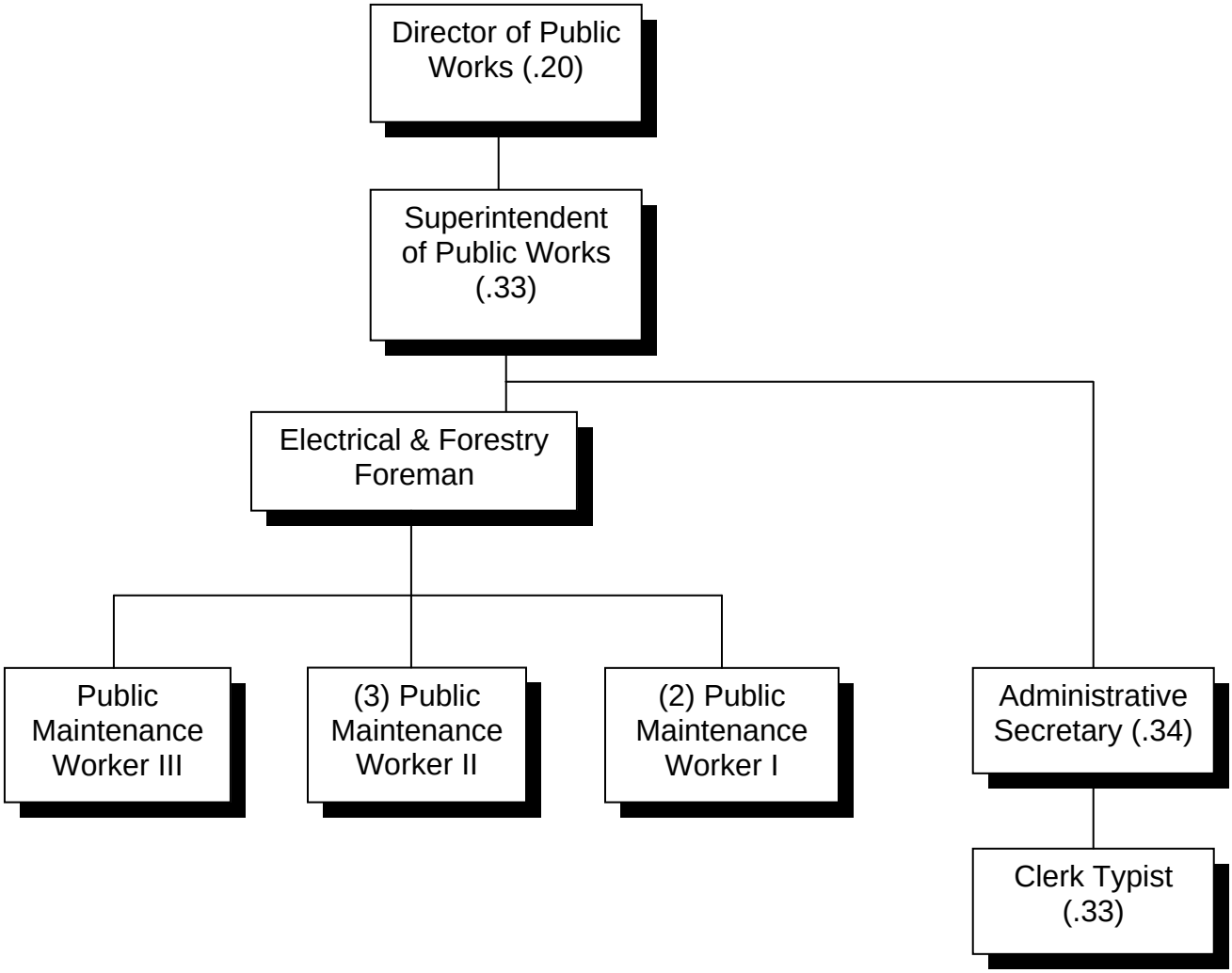
ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
2010		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	646,589	531,094	518,300	552,800	**541,400**	619,500	641,900
4002		WAGES CLERICAL	219,753	232,458	241,600	243,513	**256,200**	266,700	277,700
4003		WAGES OPERATIONAL	802,299	727,550	773,800	775,200	**871,200**	902,700	932,600
4004		OVERTIME	17,785	18,044	20,700	23,500	**20,700**	20,700	20,700
4006		OTHER PAY	16,418	19,441	14,500	18,000	**20,000**	20,000	20,000
4009		IMRF	235,515	205,327	199,900	204,100	**231,200**	247,300	255,800
4010		SOCIAL SECURITY	131,517	117,617	122,200	125,000	**132,500**	141,800	146,600
4012		HOSPITALIZATION	332,182	342,555	346,100	330,000	**346,900**	371,200	397,200
4020		SICK PAY	40,630	34,865	42,000	38,200	**42,000**	42,000	42,000
4022		LIFE INSURANCE	2,268	0	0	0	**0**	0	0
		SUBTOTAL	2,444,956	2,228,951	2,279,100	2,310,313	**2,462,100**	2,631,900	2,734,500
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	3,226	2,725	3,500	3,500	**3,600**	3,700	3,700
4102	(1)	PROF SVCS.-ENGNR./ARCH.	21,876	61,786	35,000	35,000	**35,000**	35,000	35,000
4103		PROF SVCS.-LEGAL	3,815	4,043	0	3,700	**0**	0	0
4105		PROF SVCS.-DATA PROCESS.	275	269	0	300	**0**	0	0
4107		PROF SVCS.-MEDICAL	130	130	0	0	**0**	0	0
4110	(2)	TECH. & CONSULT. SVCS.	47,259	36,550	63,000	58,000	**63,000**	63,000	63,000
4115		COMMUNICATIONS-TELEPHONE	13,591	13,322	12,000	11,000	**12,000**	12,000	12,000
4116		COMMUNICATIONS-PORT DV	1,386	23	0	400	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	5,517	3,453	3,500	3,500	**3,500**	3,500	3,500
4118		COPY/REPRODUCTION	1,735	3,843	3,500	3,500	**4,000**	4,000	4,000
4120		PUBLIC RELATIONS	0	94	0	1,100	**0**	0	0
4160	(3)	PRINTING	200	5,160	6,000	6,000	**6,000**	6,000	6,000
4161		PUBLICATION OF NOTICES	10,693	4,748	4,000	4,000	**4,000**	4,000	4,000
4163	(4)	CONFERENCES	3,660	5,666	2,500	2,600	**3,000**	3,000	3,000
4164	(5)	TRAINING	3,691	1,775	3,500	3,500	**4,500**	4,500	4,500
4180	(6)	REPAIRS & MAINTENANCE	2,445	1,175	1,400	1,400	**1,400**	1,400	1,400
4190		RENTAL EQUIPMENT	830	0	500	500	**0**	0	0
4192	(7)	DUES & SUBSCRIPTIONS	4,178	4,665	5,500	5,500	**5,500**	5,500	5,500
4199	(8)	OTHER SERVICES & CHARGES	6,536	5,749	56,500	56,500	**6,500**	16,500	16,500
		SUBTOTAL	131,043	155,176	200,400	200,000	**152,000**	162,100	162,100
			SUPPLIES & MATERIALS						
4201	(9)	OFFICE SUPPLIES	3,318	2,923	4,000	4,000	**4,000**	4,000	4,000
4203	(10)	CLOTHING SUPPLIES	1,070	810	1,300	6,700	**3,900**	3,900	3,900
4299	(11)	OTHER OPERATING SUPPLIES	1,929	2,636	2,000	2,000	**2,000**	2,000	2,000
		SUBTOTAL	6,317	6,369	7,300	12,700	**9,900**	9,900	9,900
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	35,616	26,732	43,600	42,400	**46,700**	47,100	47,900
4962		TRANSFER TO IT	116,856	124,671	112,400	114,000	**94,600**	104,600	98,100
4964		TRANSFER TO ERF	18,500	17,100	16,800	16,800	**10,300**	12,000	17,900
		SUBTOTAL	170,972	168,503	172,800	173,200	**151,600**	163,700	163,900
		TOTAL FOR DEPARTMENT	2,753,288	2,558,999	2,659,600	2,696,213	**2,775,600**	2,967,600	3,070,400

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 COURT	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 THE BLUEPRINT SHOPPE, ETC	
		500	ZONING CODE, BUILDING CODE & HOUSING MANUAL	
1,000	PERMITS, OTHER PRINTING & BUS CARDS	600	ADJUDICATION/CITATION FORMS	
4163 (4) CONFERENCES				**3,000**
500	CONF FOR ENGINEERING, PLNG & DEV	1,000	INSPECTION SEMINARS-STMWTR FEMA	
500	ADDISON CHAMBER OF COMM AND IND	1,000	APWA/SBOC PLANNING MTGS ONCE A MONTH	
4164 (5) TRAINING				**4,500**
500	STORMWATER MGMT/TRANSPORTATION GIS	500	MISCELLANEOUS ONE-DAY TRAINING	
500	PROFESSIONAL ENGINEERS LICENSING	2,500	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				**6,500**
1,000	TITLE SEARCH	500	CAR WASHES	
1,000	COUNTY RECORDING FEES	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				**3,900**
1,300	BOOTS 13 @ $100	2,600	CLOTHING ALLOWANCE	
4299 (11) OTHER OPERATING SUPPLIES				**2,000**
500	ENGINEERING/BUILDING TOOLS	500	STAKES/NAILS/PAINTS/RAIN GEAR/GLOVES	
1,000	TRAFFIC COUNTER UPGRADE ITEMS			

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 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 remove existing dead or infested Ash trees within the Villages ROW and replacing them with a strategically diverse tree species population.

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 and the maintenance, installation and removal of five of the Villages pond aerators servicing ponds in various subdivisions.

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 2016-17 Key Objectives

Strategic Priority 2: Community Image

1. Continue work to maintain and improve the aesthetics of the Village's properties and thoroughfares as follows:
    a. Add festive and inspiring holiday décor to municipal grounds for the public to enjoy.
    b. Provide special maintenance, such as planting of flowers at the Village's entrance signs, Veteran's Circle, Lake Street medians, Village Hall grounds and Urban Plazas
    c. Continue to provide additional public services such as the Village's extensive branch pickup program, free mulch delivery to residents, Christmas tree pickup program, and the Arbor Day elementary school program and tree give-away.

Strategic Priority 4: Infrastructure

1. Manage and maintain the Village's municipal tree population:
    a. Village's new GIS Tree Inventory program provides inventory and mapping of the Village's street and property tree species, locations, size, condition for asset inventory, GIS integration with Village systems, canopy coverage and species tracking and diversity.
    b. Replace trees lost to the Emerald Ash Borer with greater species diversity, planning and spacing for long term community benefits.
    c. Provide maintenance of the parkway trees throughout the Village through pruning activities, risk assessment and the removal of dead, diseased and hazardous trees.
2. Manage and maintain the Village's street lighting system:
    a. Responsibly integrate the use of LED technology into streetlight program.
    b. Continue to update streetlight system with GIS re-inventory, inspection, maintenance and upgrades.
        - Control panel replacement and upgrades
        - Remote disconnect installations
        - Street lighting addition and relocation plans
        - Panel and light pole painting and maintenance
3. Thoroughfare maintenance:
    a. Brick paver resetting, cleaning, sealing along Addison's thoroughfares, urban plazas and municipal grounds.
    b. Mowing and maintenance of Village properties, including detention basins, grounds at public buildings and vacant property.

Strategic Priority 6: Employee Development

1. Continue to provide training and certification for Division employees in both electrical and forestry programs, methods and technology, promoting acknowledged professionalism to the Village's staffing.

ELECTRICAL & FORESTRY

Narrative (Cont'd)

Performance Measures

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$2,099,652	$2,247,500	$2,136,700
Number of Employees	7	7	7
Outputs			
Trees Pruned/In-House	412	875	300
Trees Pruned/Contracted	1,870	1,937	1,870
Trees Removed/In-House	252	160	150
Trees Removed/Contracted	886	180	10
Trees Planted	464	570	600
Wood Chips Generated From Branch Pick-up (Cubic Yards)	2,227	3,100	3,000
Wood Chips Delivered To Residents Upon Request (Cubic Yards)	544	280	600
Street Light Work Orders	488	440	400
Bulbs Replaced	577	400	500
Service Requests (Total)	1,345	1,350	1,400
Service Requests Generated In-house	547	500	600
Effectiveness			
In-house service request/Total service requests = % Department Proactivity	41%	37%	43%
Efficiency			
Landscape Maintenance – Cost Per Acre	$68.94/based on 12 mos	$118.18/based on 7 mos	$130.00/based on 7 mos
Cyclical Tree Pruning Contract – Cost per Tree	$26.31	$26.00	$26.78

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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
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	0.33	0.33	0.33	0.33	0.33
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:	8.20	8.20	8.20	8.20	8.20
Authorized & Unbudgeted:					
*Seasonal/Part-Time	2.00				
Subtotal:	*2.00*				
Total Authorized:	10.20				

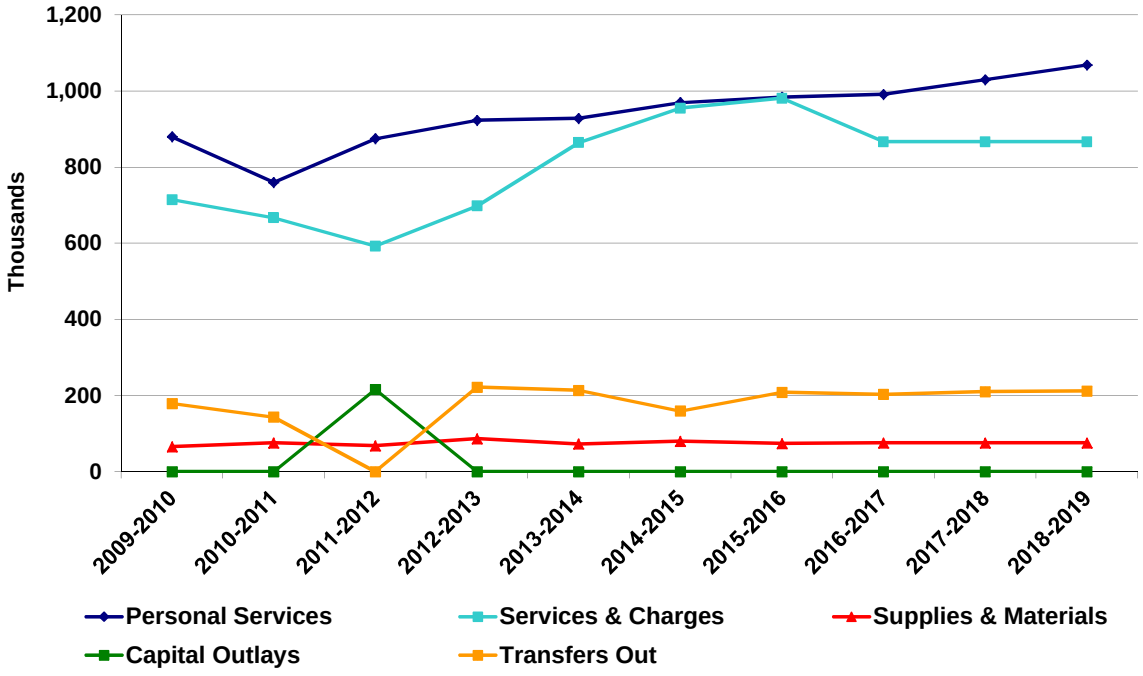
Note: Page 31 summarizes Employee Allocation Between Departments

*These positions will remain unbudgeted until funding is available.

ELECTRICAL & FORESTRY

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	984,200	**991,400**	1,030,000	1,068,800
Services & Charges	981,400	**867,000**	867,100	867,100
Supplies & Materials	73,800	**75,400**	75,400	75,400
Capital Outlays	0	**0**	0	0
Transfers Out	208,100	**202,900**	209,900	211,400
Total	2,247,500	**2,136,700**	2,182,400	2,222,700



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.

Budget

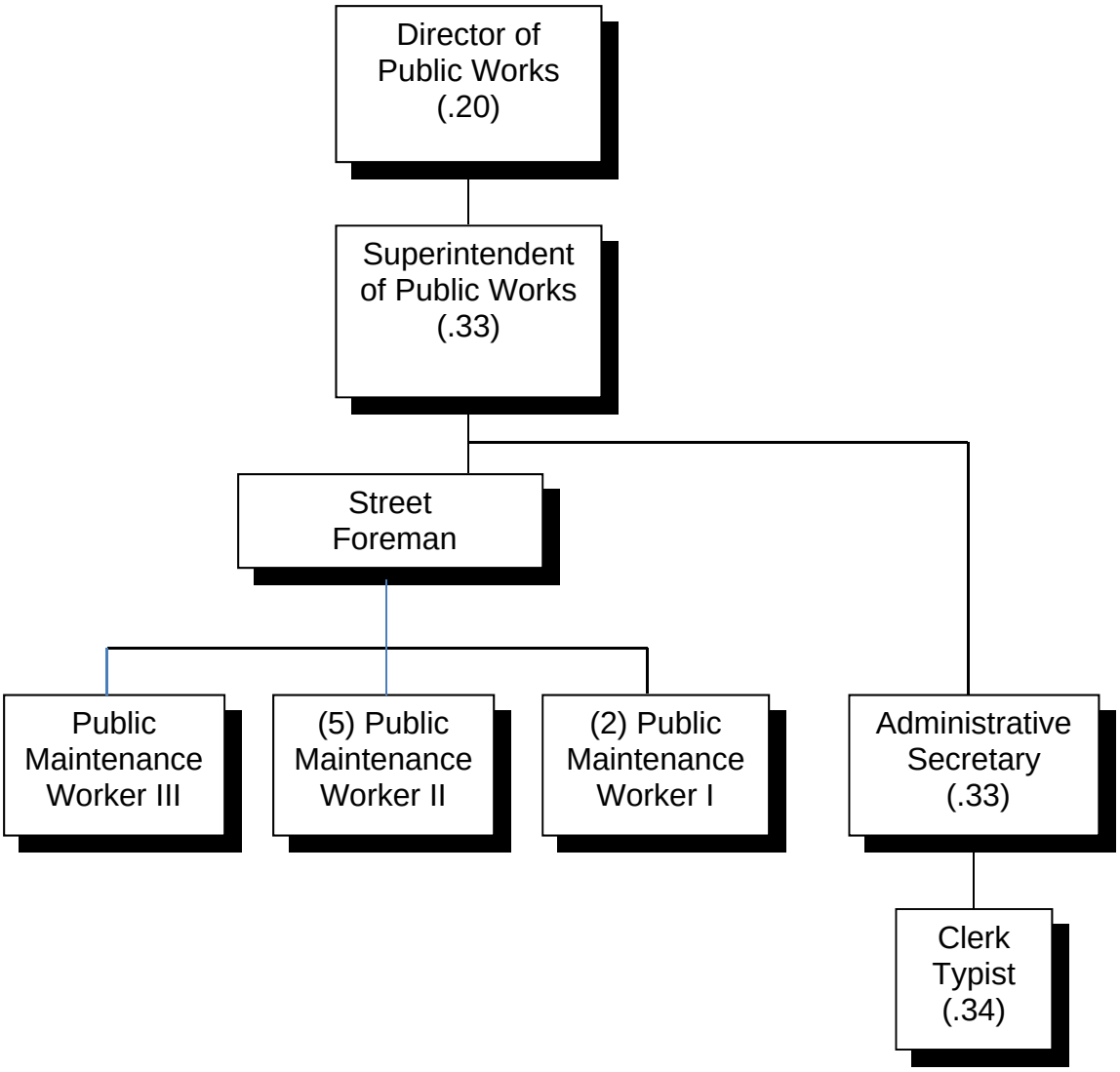
ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
2510		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	179,555	197,881	164,600	195,200	**170,500**	176,000	181,600
4002		WAGES CLERICAL	57,055	59,342	41,100	61,300	**42,400**	44,100	44,800
4003		WAGES OPERATIONAL	390,153	409,677	432,900	428,400	**450,200**	466,300	481,900
4004		OVERTIME	7,211	9,063	16,000	10,000	**16,000**	16,000	16,000
4006		OTHER PAY	4,786	7,129	6,000	6,000	**7,000**	7,000	7,000
4009		IMRF	90,652	92,673	83,000	88,400	**91,800**	94,900	97,900
4010		SOCIAL SECURITY	50,811	53,603	50,700	54,100	**52,600**	54,400	56,100
4012		HOSPITALIZATION	141,531	133,270	145,700	134,800	**152,900**	163,300	174,500
4020		SICK PAY	5,489	7,264	8,000	6,000	**8,000**	8,000	9,000
4022		LIFE INSURANCE	1,024	0	0	0	**0**	0	0
		SUBTOTAL	928,267	969,902	948,000	984,200	**991,400**	1,030,000	1,068,800
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,564	1,330	1,700	1,700	**1,800**	1,900	1,900
4107		PROF SVCS.-MEDICAL	796	433	1,500	1,500	**1,500**	1,500	1,500
4110	(1)	TECH. & CONSULT. SVCS.	205,878	247,681	229,000	229,000	**205,000**	205,000	205,000
4115		COMMUNICATIONS-TELEPHONE	9,981	8,671	5,800	6,300	**8,300**	8,300	8,300
4116		COMMUNICATIONS-PORTABLE DV	0	141	0	(100)	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	432	608	500	500	**500**	500	500
4118		COPY/REPRODUCTION	386	585	500	500	**500**	500	500
4122	(2)	MOSQUITO CONTROL	74,656	79,384	99,900	98,400	**99,900**	99,900	99,900
4160		PRINTING	231	260	600	600	**600**	600	600
4161		PUBLICATION OF NOTICES	394	271	600	600	**600**	600	600
4163	(3)	CONFERENCES	1,705	2,664	1,800	1,800	**1,800**	1,800	1,800
4164	(4)	TRAINING	4,226	3,547	4,000	4,000	**4,000**	4,000	4,000
4170		PUBLIC UTILITY-GAS/HEAT	20,193	19,443	15,000	18,000	**5,000**	5,000	5,000
4173		PUBLIC UTILITY-ELEC/LIGHT	161,282	172,456	120,000	160,000	**120,000**	120,000	120,000
4176		PUBLIC UTILITY-SOLID WASTE	0	0	0	0	**3,000**	3,000	3,000
4180	(5)	REPAIRS & MAINTENANCE	381,928	350,716	455,000	455,000	**410,900**	410,900	410,900
4190	(6)	RENTAL EQUIPMENT	(40)	0	1,200	1,200	**1,200**	1,200	1,200
4192	(7)	DUES & SUBSCRIPTIONS	970	1,524	1,700	1,700	**1,700**	1,700	1,700
4199	(8)	OTHER SERVICES & CHARGES	211	1,029	700	700	**700**	700	700
		SUBTOTAL	864,793	890,743	939,500	981,400	**867,000**	867,100	867,100
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,000	994	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	5,472	6,543	7,200	7,200	**9,400**	9,400	9,400
4206	(10)	STREET	15,333	18,520	22,000	22,000	**22,000**	22,000	22,000
4207	(11)	PUB. GRNDS. MATL/SUPPLIES	23,076	27,427	30,200	30,800	**30,200**	30,200	30,200
4290		EMERGENCY OPERATIONS	6,180	0	0	0	**0**	0	0
4299	(12)	OTHER OPERATING SUPPLIES	21,391	26,381	11,200	11,200	**11,200**	11,200	11,200
		SUBTOTAL	72,452	79,865	73,200	73,800	**75,400**	75,400	75,400
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	141,074	119,457	129,600	109,200	**120,200**	121,200	123,300
4962		TRANSFER TO IT	7,336	7,785	9,900	10,000	**8,900**	9,800	9,200
4964		TRANSFER TO ERF	65,000	31,900	88,900	88,900	**73,800**	78,900	78,900
		SUBTOTAL	213,410	159,142	228,400	208,100	**202,900**	209,900	211,400
		TOTAL FOR DEPARTMENT	2,078,922	2,099,652	2,189,100	2,247,500	**2,136,700**	2,182,400	2,222,700

ELECTRICAL & FORESTRY

Notes

4110	**(1)**	**TECH. & CONSULT. SVCS.**			**205,000**
	105,000	CONTRACTED BRUSH PICK-UP	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**			**410,900**
	5,000	PUBLIC WORKS PAINTING, SUPPLIES	20,600	STREETLIGHT POLES FOR KNOCKDOWNS	
	16,200	BRICK PAVER CLEAN & SEAL	2,900	HVAC CONTRACT	
	3,300	EQUIPMENT REPLACEMENT PARTS	1,300	OVERHEAD DOOR CONTRACT	
	10,000	MAINTENANCE OF PW BUILDING HVAC	25,000	ELECTRICAL CONTRACT	
	1,300	OVERHEAD DOOR CONTRACT	10,000	STREET LIGHT ADMINISTRATION	
	122,900	MOWING & NUISANCE WEED CUTTING	4,500	CIMARRON WETLAND PRESCRPTN BURNS	
	62,100	TRAFFIC SIGNAL CONTRACT	14,900	POND AERATOR MAINTENANCE	
	400	RADIO REPAIRS REPLACEMENT	20,200	TREE REPLACEMENT	
	3,300	EMERGENCY SIRENS	49,200	CONTRACT TREE TRIMMING	
	12,000	CONTRACT CLEANING	3,800	STUMP & TREE REMOVAL	
	3,500	HELIX BASE INVENTORY	2,000	PARKWAY RESTORATION	
	16,500	CONCRETE POLE REPLACEMENT			
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**			**9,400**
	1,200	WINTER OUTERWEAR	1,000	BOOTS	
	450	T-SHIRTS	4,000	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**
	2,900	FERTILIZERS & HERBICIDES	4,000	REPLACEMENT BUSHES & TREES	
	2,100	GRASS, SOD & SEED	16,900	CHRISTMAS LIGHTS	
	4,300	FLOWERS FOR VILLAGE OWNED PRPTY			
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, 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 2016-17 Key Objectives

Strategic Priority 4: Infrastructure

1. Pavement

a. Continue to secure funding to address areas throughout the Village where pavement has failed. This includes:

- Areas where pavement has settled below curb line, pooling water that will eventually weaken the base and cause pavement failure.
- Preserve existing pavement by crack sealing joints and cracks. Continue to crack seal new pavement 2-4 years after completion. This includes MFT work.

b. Stripe pavement as needed to ensure the safety of the motoring public, pedestrians and school children

c. Continue to sweep streets on a predetermined schedule to help keep contaminants out of the streams as well as presenting a good image of our village.

Narrative (Cont'd)

FY 2016-17 Key Objectives (Cont'd)

Strategic Priority 4: Infrastructure (Cont'd)

1. Pavement (Cont'd)

d. Continue to refine and adjust snow operations to ensure the safety of the motoring public. Strive to determine salt usage prior to each storm, using enough to be effective, at the same time being mindful of the environment.

2. Concrete Sidewalks, ADA Non-Compliant Sidewalk, Aprons and Curbs

a. Continue to secure funding to address areas throughout the Village where sidewalks have failed. This includes:
   - Trip hazards caused by tree roots pushing sidewalk up or slab movement caused by frost or settlement.
   - Spalling caused by aging concrete or elements.
   - Severe cracking commonly found in apartment complexes where garbage trucks cross driveways to access containers in rear of parking lots.

b. Continue the five year sidewalk survey, completing 20% of the Village each year.
   - Potential trip hazards, movement and spalling are documented to be addressed when scheduling allows.

c. Continue to respond to resident's notification of trip hazards within a reasonable period of time, grinding trip hazards down to a safe transition.

d. Continue to secure funding to address replacing ADA Non-compliant sidewalks.

e. Replace curb where drainage issues pose a threat of pooling water in street to prevent premature pavement failure, mosquito breeding or icing in the winter.

f. Replace driveway aprons where repairs are needed due to structure movement, street or curb repairs or similar circumstances.

3. Street Signs

a. Continue to secure funding to address street sign requests and replacement. This includes:
   - Directives for additional signage.
   - Replacement of damaged signs or fading/cracking due to age, or required replacement of signs due to legislative action.

b. Maintain and update sign inventory. Continue with sign inspection.

4. Other Maintenance

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

Narrative (Cont'd)

FY 2016-17 Key Objectives (Cont'd)

Strategic Priority 6: Employee Development Initiative

1. To utilize off site education and onsite training to have employees fully trained and capable of operating each piece of equipment in the absence of other employees.
2. Attend update seminars to keep informed on changing requirements for street sign placement and MUTCD manual.

Performance Measures

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$2,491,508	$2,575,300	$2,612,800
Number of Employees	9	9	9
Outputs			
Hours expended for graffiti removal	85	75	100
Total lineal feet of curb and stripe painting	41,605	47,000	47,000
Total squares of sidewalk replaced	729.5	926	900
Total curb miles of street swept	2,593	3,000	3,500
Total tons of asphalt used	4,513	4,700	5,000
Total hours of snow plowing	2,231	2,000	3,000
Total tons of salt used	1,012	1,500	2,500
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

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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
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	0.34	0.34	0.34	0.34	0.34
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:	10.20	10.20	10.20	10.20	10.20
Authorized & Unbudgeted:					
*Public Maint Worker I	1.00				
*Seasonal/Part-Time	2.00				
Subtotal:	*3.00*				
Total Authorized:	13.20				

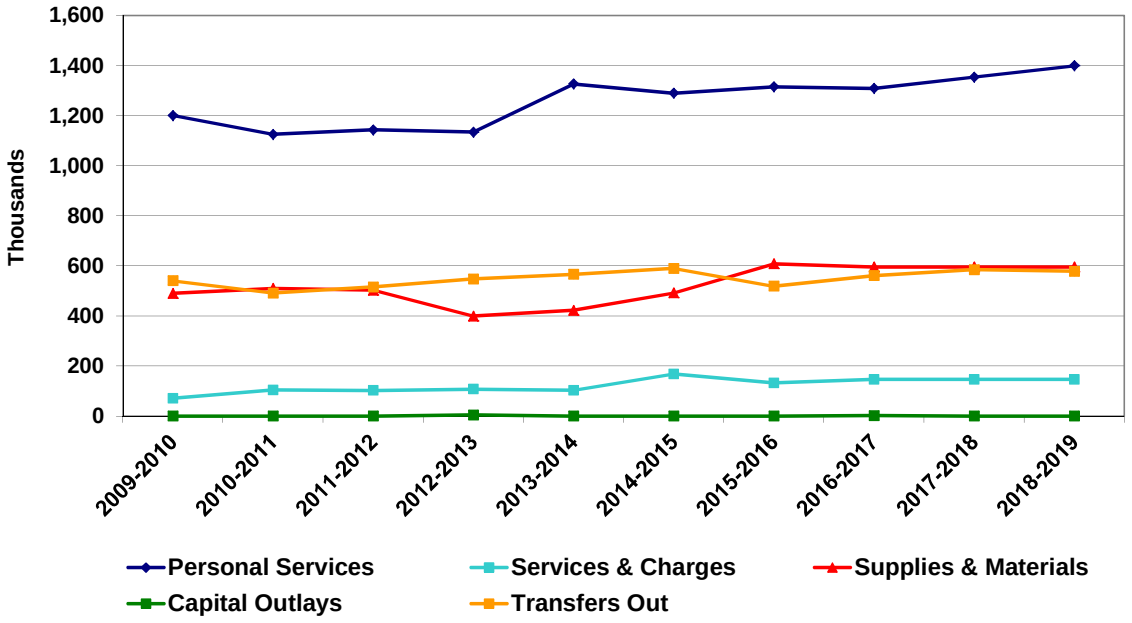
Note: Page 31 summarizes Employee Allocation Between Departments

*These positions will remain unbudgeted until funding is available.

STREET

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	1,315,300	**1,308,800**	1,354,200	1,399,700
Services & Charges	132,500	**146,300**	146,400	146,400
Supplies & Materials	608,500	**595,400**	595,400	595,400
Capital Outlays	0	**1,400**	0	0
Transfers Out	519,000	**560,900**	584,300	578,000
Total	2,575,300	**2,612,800**	2,680,300	2,719,500



Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
2520		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	179,932	197,881	164,600	193,500	**170,500**	176,000	181,600
4002		WAGES CLERICAL	57,219	59,513	41,100	61,500	**42,400**	44,100	44,500
4003		WAGES OPERATIONAL	555,675	564,007	588,600	590,900	**606,700**	625,500	644,900
4004		OVERTIME	145,661	56,841	75,000	50,000	**75,000**	75,000	75,000
4006		OTHER PAY	4,061	6,343	4,000	6,000	**5,000**	5,000	5,000
4009		IMRF	119,761	115,704	112,000	116,000	**122,900**	126,500	129,900
4010		SOCIAL SECURITY	67,407	67,024	68,500	71,000	**70,500**	72,500	74,500
4012		HOSPITALIZATION	175,690	197,490	180,300	202,900	**190,100**	203,200	217,300
4020		SICK PAY	20,196	24,676	25,000	23,500	**25,700**	26,400	27,000
4022		LIFE INSURANCE	924	0	0	0	**0**	0	0
		SUBTOTAL	1,326,526	1,289,479	1,259,100	1,315,300	**1,308,800**	1,354,200	1,399,700
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,271	1,067	1,400	1,400	**1,400**	1,400	1,400
4105	(1)	PROF SVCS.-DATA PROCESS.	9,845	11,530	11,000	11,000	**11,000**	11,000	11,000
4107	(2)	PROF SVCS.-MEDICAL	1,580	813	1,500	1,000	**1,500**	1,500	1,500
4115	(3)	COMMUNICATIONS-TELEPHONE	8,429	7,596	4,800	5,200	**7,300**	7,300	7,300
4116		COMMUNICATIONS-PORT DEV	0	(137)	0	(100)	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	5,240	7,628	4,500	4,500	**4,500**	4,500	4,500
4118		COPY/REPRODUCTION	469	762	500	500	**500**	500	500
4160		PRINTING	3,908	4,676	4,800	4,800	**4,800**	4,800	4,800
4161		PUBLICATION OF NOTICES	136	413	500	500	**500**	500	500
4163		CONFERENCES	11	270	1,500	1,500	**1,500**	1,500	1,500
4164		TRAINING	0	27	1,500	1,500	**1,500**	1,500	1,500
4176		PUBLIC UTILITY-SOLID WASTE	0	14,160	14,000	14,000	**14,000**	14,000	14,000
4180	(4)	REPAIRS & MAINTENANCE	66,724	66,441	67,000	67,000	**67,000**	67,000	67,000
4190	(5)	RENTAL EQUIPMENT	2,006	0	4,300	15,000	**26,100**	26,200	26,200
4192		DUES & SUBSCRIPTIONS	329	352	300	300	**300**	300	300
4199	(6)	OTHER SERVICES & CHARGES	3,304	4,696	4,400	4,400	**4,400**	4,400	4,400
		SUBTOTAL	103,252	120,294	122,000	132,500	**146,300**	146,400	146,400
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	800	800	800	800	**800**	800	800
4202		CLEANING SUPPLIES	0	0	0	5,500	**0**	0	0
4203	(7)	CLOTHING SUPPLIES	4,798	3,851	5,500	2,100	**6,500**	6,500	6,500
4205	(8)	CHEMICALS	1,470	1,596	20,000	20,000	**20,000**	20,000	20,000
4206	(9)	STREET	402,836	455,223	558,100	558,100	**546,100**	546,100	546,100
4207		PUB. GRNDS. MATL/SUPPLIES	1,232	315	2,000	2,000	**2,000**	2,000	2,000
4299	(10)	OTHER OPERATING SUPPLIES	11,118	30,395	20,000	20,000	**20,000**	20,000	20,000
		SUBTOTAL	422,254	492,180	606,400	608,500	**595,400**	595,400	595,400
			CAPITAL OUTLAYS						
4304		EQUIPMENT	0	0	0	0	**1,400**	0	0
		SUBTOTAL	0	0	0	0	**1,400**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	324,846	367,292	271,600	254,400	**280,000**	282,300	287,400
4962		TRANSFER TO IT	40,140	42,763	33,100	33,600	**35,500**	39,200	36,800
4964		TRANSFER TO ERF	201,100	179,500	231,000	231,000	**245,400**	262,800	253,800
		SUBTOTAL	566,086	589,555	535,700	519,000	**560,900**	584,300	578,000
		TOTAL FOR DEPARTMENT	2,418,118	2,491,508	2,523,200	2,575,300	**2,612,800**	2,680,300	2,719,500

STREET

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**			**7,300**
		4,800	REGULAR PHONES	2,500	CELL PHONES
4180	**(4)**	**REPAIRS & MAINTENANCE**			**67,000**
		3,200	GENERAL REPAIRS	10,800	CONTRACT STREET STRIPING
		1,000	FIRE EXTINGUISHER SERVICE	50,000	CONTRACT STREET SEALING
		2,000	SALT CREEK GREENWAY MAINT		
4190	**(5)**	**RENTAL EQUIPMENT**			**26,100**
		4,300	ASPHALT SAW, AIR COMPRESSOR	1,800	PULVERIZER
		20,000	COLD PLANER		
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 CONTRACT		
4203	**(7)**	**CLOTHING SUPPLIES**			**6,500**
		175	RAIN GEAR/RUBBER BOOTS	2,525	WINTER OUTERWEAR/BOOTS
		500	T-SHIRTS	200	COVERALL REPLACEMENTS @ $100 EA.
		200	KNIT HATS & LINERS	200	GLOVES & SAFETY EQUIPMENT
		2,700	UNIFORMS (11)		
4205	**(8)**	**CHEMICALS**			**20,000**
		10,000	PREWET TREATMENT	10,000	CHEMICALS
4206	**(9)**	**STREET**			**546,100**
		2,600	CULVERT REPLACEMENT	4,000	ASPHALT RECYCLING
		8,700	PAINT FOR STRIPING	40,000	STREET SIGNS
		275,000	HOT MIX ASPHALT	185,000	ROAD SALT
		20,000	MILLING	800	GUARD RAILS
		10,000	BLACKTOP PRIME/TACK		
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, SNOW FENCE, SIDEBOARDS, PVC PIPE, TARP FOR TRUCKS, QUICK CRETE, PENETRATING		OIL, SWEEPER BROOMS, SNOW PLOW PARTS, HOSES, BEARINGS, PINS, TUFF NUTS, NUTS & BOLTS, BATTERIES, RIVETS, REPLACEMENT MAILBOXES, ARROW BOARD REPAIR PARTS, SAFETY EQUIPMENT

GENERAL LEDGER

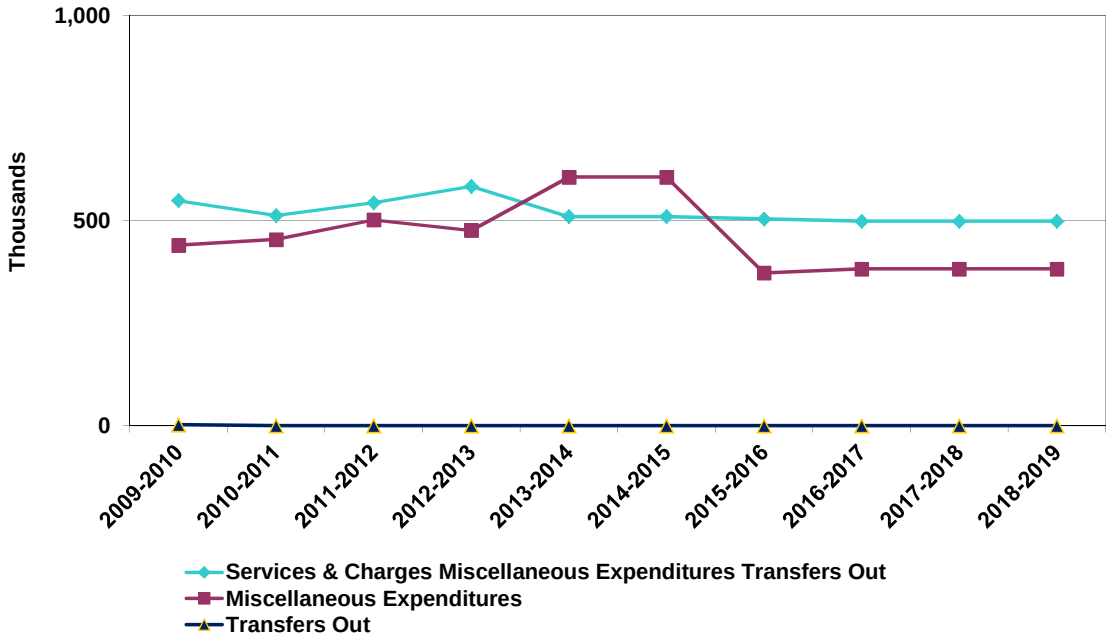
Narrative

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	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Services & Charges	503,973	**498,800**	498,800	498,800
Miscellaneous Expenses	372,500	**382,500**	382,500	382,500
Transfers Out	0	**0**	0	0
Total	876,473	**881,300**	881,300	881,300



Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
2600	**EXPENDITURES**							
		SERVICES & CHARGES						
4110	TECH & CONSULTING SVCS	0	40,039	37,000	37,000	**37,000**	37,000	37,000
4149	IRMA INS - DISPATCH	38,351	35,876	35,800	36,300	**36,300**	36,300	36,300
4150	IRMA INS - ADMINISTRATION	16,788	7,745	7,800	7,700	**7,700**	7,700	7,700
4151	IRMA INS - HHRC	6,500	5,825	5,800	5,900	**5,900**	5,900	5,900
4152	IRMA INS - FINANCE	6,632	5,506	3,000	3,100	**3,100**	3,100	3,100
4153	IRMA INS - COMMUNITY RELS	8,582	4,290	4,400	10,073	**4,900**	4,900	4,900
4154	IRMA INS - BUILDING & GRNDS	6,735	2,452	2,900	2,900	**2,900**	2,900	2,900
4155	IRMA INS - POLICE	302,618	278,127	265,500	269,300	**269,300**	269,300	269,300
4156	IRMA INS - COMMUNITY DEVLOP	31,050	15,031	14,900	15,000	**15,000**	15,000	15,000
4157	IRMA INS - ELEC & FORESTRY	56,326	64,160	56,100	63,400	**63,400**	63,400	63,400
4158	IRMA INS - STREET	36,304	47,280	44,000	53,300	**53,300**	53,300	53,300
	SUBTOTAL	509,886	506,331	477,200	503,973	**498,800**	498,800	498,800
		MISCELLANEOUS EXPENDITURES						
4830	SALES TAX ABATE - CENTENNIAL	158,257	115,097	110,000	75,000	**75,000**	75,000	75,000
4834	ROOM TAX ABATE - HAMPTON INN	54,785	42,695	0	0	**0**	0	0
4835	SALES TAX ABATE - CAPUTO'S	19,505	14,305	20,000	15,000	**20,000**	20,000	20,000
4836	SALES TAX ABATE - WALMART	272,261	246,208	275,000	270,000	**275,000**	275,000	275,000
4837	TELECOM TAX ABATEMENT	1,053	2,031	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	90,288	0	0	0	**0**	0	0
	SUBTOTAL	606,149	430,336	417,500	372,500	**382,500**	382,500	382,500
		TRANSFERS OUT						
4942	TRANSFER TO REDEVELOPMENT	0	5,731	0	0	**0**	0	0
	SUBTOTAL	0	5,731	0	0	**0**	0	0
	TOTAL EXPENDITURES	1,116,035	942,398	894,700	876,473	**881,300**	881,300	881,300

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.

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 2017.

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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
5000	**REVENUES**							
		LICENSES AND PERMITS						
3121	STORM WATER EXEMPTION	1,841	16,753	3,000	19,189	**3,000**	3,000	3,000
3122	RECAPTURE FEES	(5,626)	98,131	0	20,792	**0**	0	0
3126	BMP IN LIEU OF PROGRAM	749	1,968	1,000	4,360	**1,000**	1,000	1,000
3140	ANNEXATION/TAP ON FEES	42,564	43,078	15,000	42,184	**15,000**	15,000	15,000
	SUBTOTAL	39,528	159,930	19,000	86,525	**19,000**	19,000	19,000
		FINES AND FORFEITURES						
3208	ADMINISTRATIVE ADJUDICATION	0	0	1,200	0	**0**	0	0
	SUBTOTAL	0	0	1,200	0	**0**	0	0
		CHARGES FOR SERVICES						
3301	USER REVENUE - WATER	7,199,573	8,005,287	8,765,000	8,472,800	**8,706,000**	8,967,000	9,236,100
3303	USER REVENUE - SEWER	6,028,722	6,121,718	6,378,000	6,241,600	**6,413,000**	6,602,900	6,798,500
3305	PENALTY - WATER	68,494	92,756	87,600	97,500	**87,000**	89,700	92,400
3306	PENALTY - SEWER	57,993	71,476	63,800	71,100	**64,100**	66,000	68,000
3310	WATER FROM CONSTRUCTION	90	350	100	250	**100**	100	100
3312	WATER METER REVENUE	12,189	14,195	10,000	15,000	**10,000**	8,000	8,000
3315	TURN ON FEES	9,400	9,200	8,000	8,000	**8,000**	8,000	8,000
3325	LAB FEES	8,842	7,937	6,000	6,000	**6,000**	6,000	6,000
3327	SEWER POLLUTION SURCHARGE	27,593	54,947	29,000	61,000	**29,000**	29,000	29,000
3399	OTHER CHARGES	5,742	21,066	6,000	6,000	**6,000**	6,000	6,000
	SUBTOTAL	13,418,638	14,398,932	15,353,500	14,979,250	**15,329,200**	15,782,700	16,252,100
		INTERGOVERNMENTAL REVENUES						
3440	GRANTS - STATE OF IL CDBG	0	0	200,000	337,000	**0**	0	0
	SUBTOTAL	0	0	200,000	337,000	**0**	0	0
		INTEREST INCOME						
3510	INVESTMENT INTEREST	9,452	6,253	4,500	1,500	**1,500**	1,500	1,500
	SUBTOTAL	9,452	6,253	4,500	1,500	**1,500**	1,500	1,500
		MISCELLANEOUS						
		BOND RECEIPTS						
3720	IEPA LOAN PROCEEDS	1,054,045	4,554,038	0	2,206,726	**0**	0	0
3827	FEMA REIMB-FLOOD	29,314	0	0	0	**0**	0	0
3861	CONTRIBUTION - PRIVATE SOURCE	2,000	0	0	0	**0**	0	0
3867	IRMA REIMBURSEMENT	0	(7,552)	15,000	5,000	**15,000**	15,000	15,000
3899	OTHER MISCELLANEOUS	762	(54)	0	3,500	**0**	0	0
	SUBTOTAL	1,086,121	4,546,432	15,000	2,215,226	**15,000**	15,000	15,000
		TRANSFERS IN						
3992	TRANSFER FRM DEBT SERVICE	800,809	200,619	0	0	**500,000**	736,200	1,001,400
	SUBTOTAL	800,809	200,619	0	0	**500,000**	736,200	1,001,400
	TOTAL REVENUES	15,354,548	19,312,166	15,593,200	17,619,501	**15,864,700**	16,554,400	17,289,000

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 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	"	8,005,287	6,121,718	14,127,005	6.79%
FY 2016	(Est Act)	8,472,800	6,241,600	14,714,400	4.16%
FY 2017	(Budget)	8,706,000	6,413,000	15,119,000	2.75%

Water and sewer user fees represent approximately 95% of the Water and Sewer Fund's income for the FY 2017 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 and FY 2016, 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.

WATER AND SEWER FUND REVENUES

Notes (Cont'd)

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

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 went 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 went 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.

FY 2016 – The Board passed a $.10 per thousand gallon rate decrease. (Pass thru from DPWC)

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.

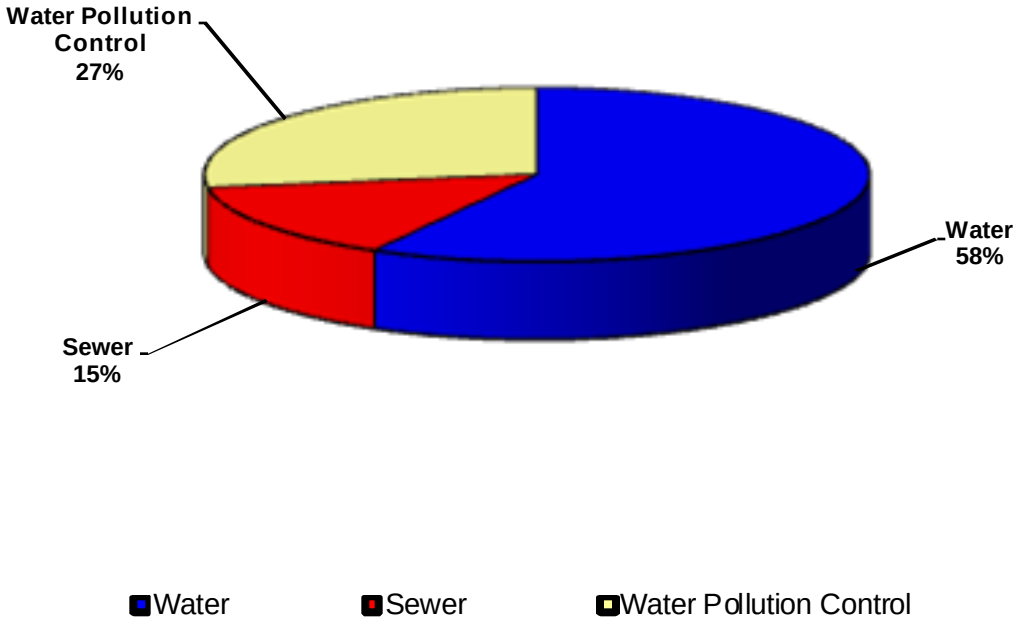
3867 IRMA Reimbursement

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

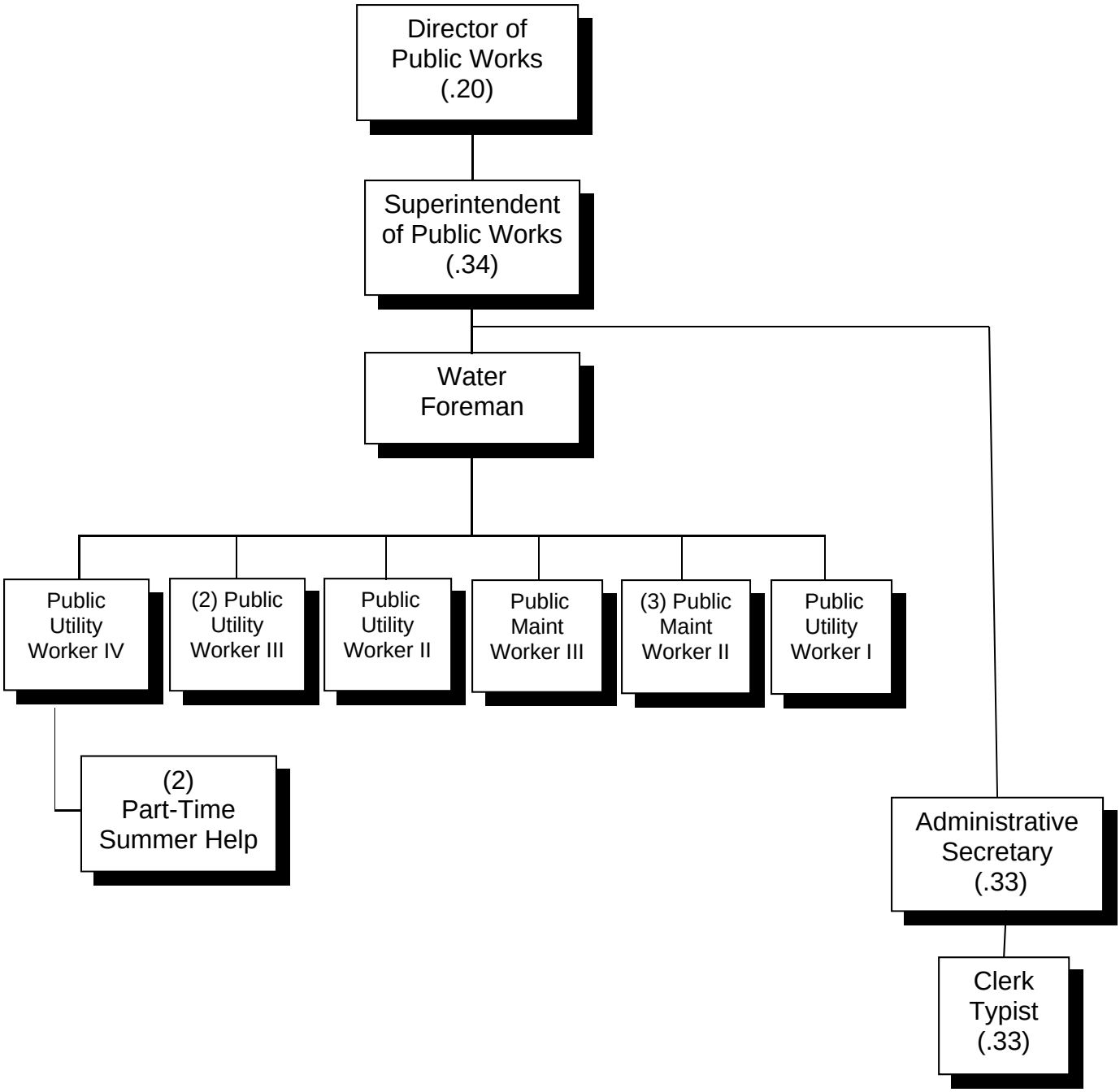
WATER AND SEWER FUND (50) EXPENSE SUMMARY

Budget

DEPT. NO.	WATER AND SEWER FUND	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
5010	WATER	8,315,885	8,441,419	9,320,600	9,011,000	**9,148,900**	9,261,400	10,440,200
5031	SEWER	2,004,937	1,993,347	2,229,500	2,326,508	**2,276,600**	2,336,300	2,299,100
5032	WATER POLLUTION CONTROL	5,362,119	8,851,095	4,256,100	6,427,984	**4,323,400**	4,975,700	4,983,200
	TOTAL EXPENSES	15,682,941	19,285,861	15,806,200	17,765,492	**15,748,900**	16,573,400	17,722,500
	TOTAL REVENUES	15,354,548	19,312,166	15,593,200	17,619,501	**15,864,700**	16,554,400	17,289,000
	WORKING CASH, BEGINNING	6,291,804	5,963,411		5,989,716	**5,843,726**	5,959,526	5,940,526
	SURPLUS (DEFICIT)	(328,393)	26,305	(213,000)	(145,991)	**115,800**	(19,000)	(433,500)
	UNRESTRICTED FUND BALANCE	5,963,411	5,989,716		5,843,726	**5,959,526**	5,940,526	5,507,026



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, Superintendent of Public Works and the Water Division Foreman. Additional staff includes one Utility Worker IV, two Utility Worker III, one Utility Worker II, one Maintenance Worker III, three Maintenance Worker ll, one Utility Worker I, and two part-time summer helpers. 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 put on the Village of Addison website. A card is mailed out to all customers in the Village giving the web address to view the report online. 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 2016-17 Key Objectives

Strategic Priority 4: Infrastructure

b. Improved reliability - hard infrastructure

- Continue the annual water main replacement program, which was implemented in 1989.
  - Replace the Water main on Army Trail Road, JFK east to the cul de sac.

- Replace and increase the size of the water main under I-290 that supplies the Oak Knoll subdivision.

- Continue to maintain the Village standby wells to meet the DWC and the IEPA requirements.
  - Refurbish well #8.

- Replace existing soft start system which controls the potable water pump drives with a VFD (variable frequency drive) system. The VFD system will save energy while controlling the pump output rates to match the system demand.
  - Install VFD system at the Fullerton Booster Station

- Upgrade the last of the 3 ITRON collectors to 5.1 with a gain antenna. These collectors receive the input from the water meters and send it to our collection system.

- Continue fire hydrant painting, ¼ of the town per year.

- Repair control valves at the Vista Avenue Pressure Adjusting Station which control the water flow through and around the station.

- Continue annual megs, amps and infrared inspection of the booster stations and wells.

- Continue the load bank testing of all the standby power.

Strategic Priority 6: Employee Development

a. Fully trained and capable employees

- Utilize training and seminars for continuing education hours which are required by the IEPA to keep the Public Water Supply Operators' license current.

- Continue to utilize seminars and training for current supervisors and for possible future supervisors.

WATER

Narrative (Cont'd)

Performance Measures

	FY 14-15 ACTUAL		FY 15-16 ESTIMATE		FY 16-17 PROJECTION	
Inputs						
Direct Expenditures	$8,441,419		$9,011,000		$9,148,900	
Number of Employees	10		10		10	
Outputs						
Water Flow (Sept 1-Aug 31):						
Total Pumpage in Billions/Percent Unaccounted Flow	1.163	3.16%	1.200	3%	1.200	3%
Average Day Demand (mgd)	3.18		3.23		3.20	
Outputs						
Main Breaks	60		90		95	
Valves Repaired/Exercised	11	123	20	200	20	400
Hydrants Repaired/Exercised	21	48	30	300	40	400
Water Service Repairs	34		30		30	
Fire Pump Tests	45		45		45	
Water Sampling	549		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 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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 Assistant	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
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)	1.03	1.03	1.03	1.03	1.03
Clerk Typist (4)	0.78	0.78	0.78	0.78	0.78
Public Utility Worker IV	1.00	1.00	1.00	1.00	1.00
Public Utility Worker III (2)	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker III	1.00	2.00	2.00	2.00	2.00
Public Maintenance Worker II (3)	3.00	4.00	4.00	4.00	4.00
Public Utility Worker I	1.00	1.00	1.00	1.00	1.00
Part-Time/Seasonal	2.00	2.00	2.00	2.00	2.00
Part-Time Water Meter Reader	0.34	0.33	0.33	0.33	0.33
Part-Time Principal Account Clerk	0.10	0.10	0.10	0.10	0.10
Total Budgeted:	16.22	18.21	18.21	18.21	18.21
Authorized & Unbudgeted:					
*Public Maintenance Worker I	1.00				
Subtotal:	*1.00*				
Total Authorized:	17.22				

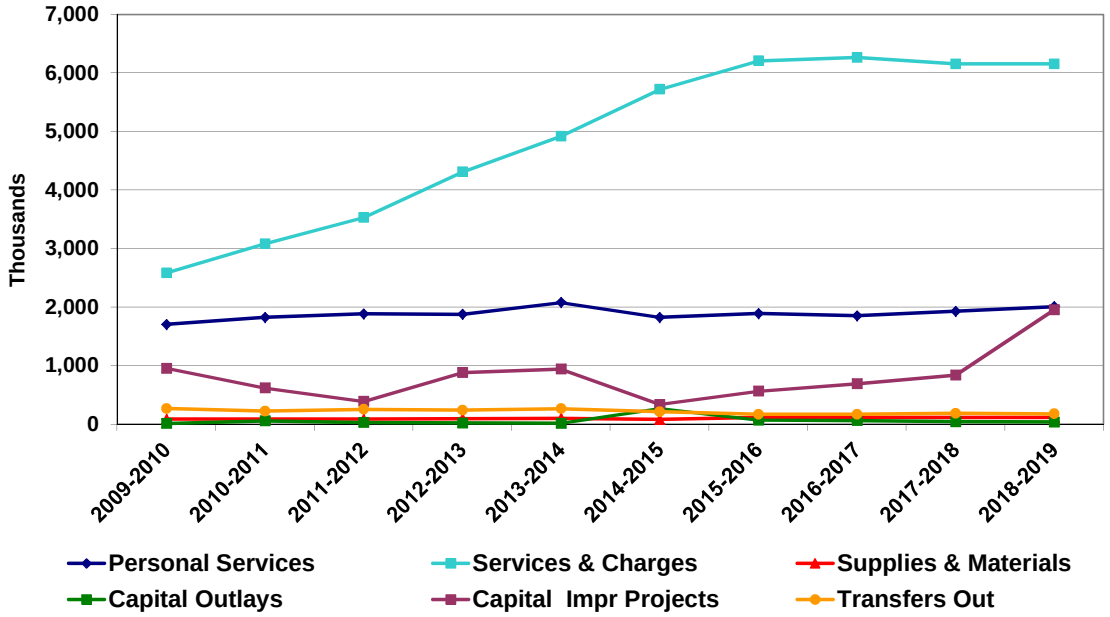
Note: Page 31 summarizes Employee Allocation Between Departments

*This position will remain unbudgeted until funding is available.

WATER

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	1,889,500	**1,853,100**	1,926,500	2,006,500
Services & Charges	6,205,300	**6,261,000**	6,154,100	6,152,200
Supplies & Materials	115,400	**115,900**	115,900	115,900
Capital Outlays	69,600	**60,900**	43,400	35,100
Capital Improvement Projects	563,700	**690,300**	837,200	1,954,000
Transfers Out	167,500	**167,700**	184,300	176,500
Total	9,011,000	**9,148,900**	9,261,400	10,440,200



Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
5010		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	330,593	281,700	296,600	316,800	**311,100**	324,000	337,400
4002		WAGES CLERICAL	126,596	183,320	136,500	154,200	**146,500**	150,900	157,600
4003		WAGES OPERATIONAL	767,316	706,099	730,900	762,100	**668,100**	692,500	717,400
4004		OVERTIME	115,753	74,141	90,000	64,200	**90,000**	90,000	90,000
4005		HOLIDAY PAY	0	0	400	400	**500**	500	500
4006		OTHER PAY	11,124	8,654	9,000	9,000	**9,000**	9,000	9,000
4007		PART TIME	15,392	9,339	21,300	1,800	**35,400**	37,700	40,600
4009		IMRF	187,778	172,295	150,000	166,700	**166,000**	171,600	177,700
4010		SOCIAL SECURITY	105,073	99,331	92,200	98,000	**98,500**	101,900	105,600
4012		HOSPITALIZATION	389,010	256,506	320,500	285,500	**295,000**	315,400	337,200
4017		ELECTED OFFICIALS	6,451	6,601	6,000	6,000	**6,000**	6,000	6,000
4020		SICK PAY	19,778	25,589	25,000	24,800	**27,000**	27,000	27,500
4022		LIFE INSURANCE	1,240	0	0	0	**0**	0	0
4030		OPEB EXPENSE	2,431	0	0	0	**0**	0	0
		SUBTOTAL	2,078,535	1,823,575	1,878,400	1,889,500	**1,853,100**	1,926,500	2,006,500
			SERVICES & CHARGES						
4101		PROF SVCS-ACCTNG/AUDITING	6,061	5,123	6,600	6,300	**6,800**	7,000	7,000
4105	(1)	PROF SVCS-DATA PROCESS	29,525	30,414	42,100	42,100	**42,100**	44,000	42,100
4107	(2)	PROF SVCS-MEDICAL	1,039	440	2,000	1,000	**2,000**	2,000	2,000
4110	(3)	TECH & CONSULT SVCS	29,309	20,816	46,000	46,000	**70,000**	46,000	46,000
4115	(4)	COMMUNICATIONS-TELEPHONE	20,680	18,126	13,900	17,000	**18,900**	18,900	18,900
4116		COMMUNICATIONS-PORT DEV	200	542	800	800	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	31,421	33,210	27,800	27,800	**27,800**	27,800	27,800
4118		COPY/REPRODUCTION	386	585	900	900	**900**	900	900
4120		PUBLIC RELATIONS	0	0	0	300	**0**	0	0
4159		IRMA INS - WATER	124,938	132,535	132,600	163,500	**175,500**	175,500	175,500
4160	(5)	PRINTING	4,223	1,549	9,800	9,800	**9,800**	9,800	9,800
4161		PUBLICATION OF NOTICES	400	1,091	1,300	1,300	**1,300**	1,300	1,300
4163	(6)	CONFERENCES	1,344	2,963	4,100	4,100	**4,100**	4,100	4,100
4164	(7)	TRAINING	806	1,038	2,800	2,800	**2,800**	2,800	2,800
4170		PUBLIC UTIL- GAS/HEAT	7,474	7,270	7,000	5,100	**7,000**	7,000	7,000
4175		PUBLIC UTIL- ELEC EQUIP	58,878	53,268	60,000	50,000	**60,000**	60,000	60,000
4176		PUBLIC UTIL- SOLID WASTE	30,240	9,120	18,500	18,500	**18,500**	18,500	18,500
4177		DUPAGE WATER COMM FEES	4,519,217	5,297,193	5,873,200	5,600,000	**5,600,000**	5,600,000	5,600,000
4180	(8)	REPAIRS & MAINTENANCE	34,555	83,699	187,400	187,400	**191,900**	106,900	106,900
4190		RENTAL EQUIPMENT	0	0	1,300	1,300	**1,300**	1,300	1,300
4192		DUES & SUBSCRIPTIONS	2,094	1,947	2,300	2,300	**2,300**	2,300	2,300
4195		BANK CHARGES	15,668	15,929	17,000	16,000	**17,000**	17,000	17,000
4199	(9)	OTHER SERVICES & CHARGES	556	673	1,000	1,000	**1,000**	1,000	1,000
		SUBTOTAL	4,919,014	5,717,531	6,458,400	6,205,300	**6,261,000**	6,154,100	6,152,200
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,001	1,300	1,300	1,300	**1,300**	1,300	1,300
4202		CLEANING SUPPLIES	0	0	800	800	**800**	800	800
4203	(10)	CLOTHING SUPPLIES	6,921	6,306	7,500	7,500	**9,300**	9,300	9,300
4204		MOTOR FUEL & LUBRICANTS	0	0	500	500	**500**	500	500
4205		CHEMICALS	2,896	3,623	4,500	4,800	**4,500**	4,500	4,500

WATER

Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
5010	**EXPENSES (CONT'D)**							
		SUPPLIES & MATERIALS (CONT'D)						
4207 (11)	PUB GRNDS MATL/SUPPLIES	40,040	23,913	37,100	37,100	**37,100**	37,100	37,100
4211	WATER METERS/HYDRANTS	5,200	5,318	8,500	8,500	**8,500**	8,500	8,500
4299 (12)	OTHER OPERATING SUPPLIES	44,071	40,876	54,900	54,900	**53,900**	53,900	53,900
	SUBTOTAL	100,129	81,336	115,100	115,400	**115,900**	115,900	115,900
		CAPITAL OUTLAYS						
4304 (13)	EQUIPMENT	5,710	0	36,500	36,500	**29,200**	11,700	3,400
4305 (14)	WATER METERS	7,163	68,895	31,700	33,100	**31,700**	31,700	31,700
	SUBTOTAL	12,873	68,895	68,200	69,600	**60,900**	43,400	35,100
		CAPITAL IMPROVEMENT PROJECTS						
4414	ADDISON ROAD RESURFACE	47,186	24,488	0	0	**0**	0	0
4415	MILL/ARMY TRAIL IMPROV	0	0	0	21,800	**0**	0	0
4425	GRACE STREET RESURFACE	444,210	0	0	0	**0**	0	0
4503 (15)	WATERMAIN REPLACEMENT	0	228,280	0	0	**500,000**	736,200	1,300,000
4503	IOWA AVE	0		450,000	309,500	**0**	0	0
4506	SCADA SYSTEM UPGRADE	626	0	0	0	**0**	0	0
4509	WATER TOWER WORK/PAINT	249,148	86,349	0	112,300	**0**	0	649,000
4513	FULLERTON BOOSTER STATION	0	0	0	0	**80,300**	0	0
4519	AUTOMATIC METER READ	23	199,644	120,000	120,100	**110,000**	5,000	5,000
4521	PAINT CHESTNUT/WOODLAND RESRVF	0	0	0	0	**0**	96,000	0
4525	FULLERTON AVE WATERMAIN	200,000	0	0	0	**0**	0	0
	SUBTOTAL	941,193	538,761	570,000	563,700	**690,300**	837,200	1,954,000
		TRANSFERS OUT						
4961	TRANSFER TO FLEET SERVICES	151,201	112,758	130,300	66,800	**73,500**	74,100	75,500
4962	TRANSFER TO IT	40,140	42,763	36,400	36,900	**35,500**	39,200	36,800
4964	TRANSFER TO ERF	72,800	55,800	63,800	63,800	**58,700**	71,000	64,200
	SUBTOTAL	264,141	211,321	230,500	167,500	**167,700**	184,300	176,500
	TOTAL FOR DEPARTMENT	8,315,885	8,441,419	9,320,600	9,011,000	**9,148,900**	9,261,400	10,440,200

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**				**70,000**
	26,500	EPA MONTHLY WATER SAMPLES	10,500	SPOIL PILE SAMPLING	
	9,000	BILL PRINTING SERVICE	24,000	ARC FLASH HAZARD ASSESSMENT	
4115 (4)	**COMMUNICATIONS-TELEPHONE**				**18,900**
	17,800	BASIC TELEPHONE SERVICE	1,100	JULIE LOCATOR ANNUAL MEMBERSHIP	
4160 (5)	**PRINTING**				**9,800**
	6,300	FLUSHING NOTICES, BOIL ORDERS, STATIONERY, 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 STAFF	
	500	VILLAGE 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**				**191,900**
	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	22,000	VISTA PAS VALVE REPAIR	
	60,000	MAINTENANCE WELL #8	22,500	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	
			3,000	CHESTNUT TANK INSPECTION	
4199 (9)	**OTHER SERVICES & CHARGES**				**1,000**
	1,000	CDL AND CERTIFICATES			
4203 (10)	**CLOTHING SUPPLIES**				**9,300**
	1,375	WORK BOOTS (11)	600	T-SHIRTS	
	425	RAIN GEAR	4,400	UNIFORMS (11)	
	1,700	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**				**53,900**
	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	
	500	HYDRANT PAINT	2,300	3" DISCHARGE TRASH PUMP REPLACEMENT	
4304 (13)	**EQUIPMENT**				**29,200**
	16,500	ITRON COLLECTOR REPLACEMENT	3,400	CHLORINE ANALYZER REPLACEMENT	
	1,800	COMMERCIAL DEHUMIDIFIER	7,500	UTILITY LOCATOR	
4305 (14)	**WATER METERS**				**31,700**
	20,000	WATER METERS	11,700	HYDRANTS WITH VALVES	
4503 (15)	**WATERMAIN REPLACEMENT**				**500,000**
	500,000	ANNUAL WATERMAIN REPLACEMENT - ARMY TRAIL, JFK TO CUL-DE-SAC			

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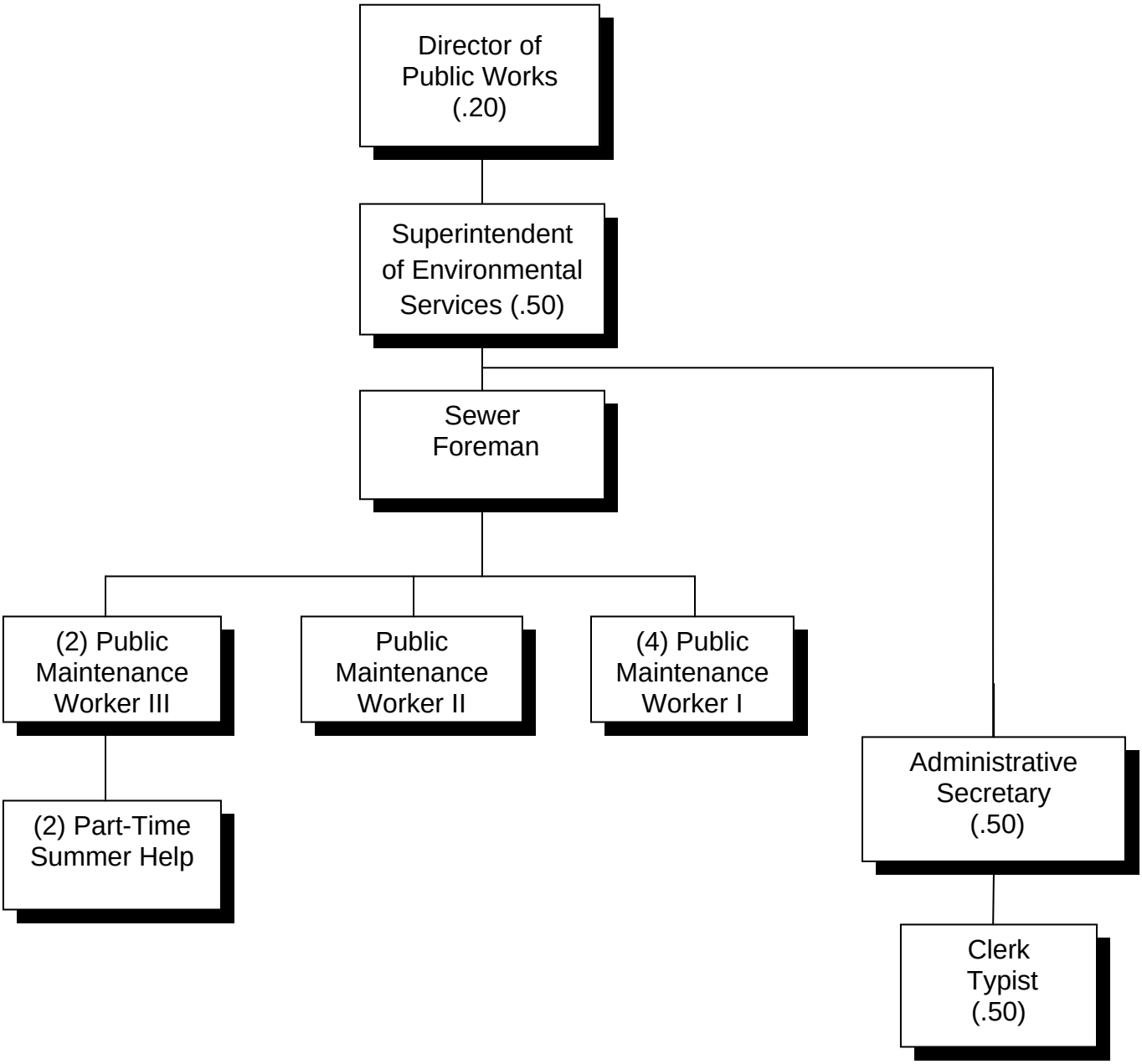
Organization Structure



SEWER

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Sewer Division of Environmental Services functions under the direction of the Director of Public Works, Superintendent of Environmental Services, and Sewer Division Foreman. This division employs two Public Maintenance Worker III, one Public Maintenance Worker II, four Public Maintenance Worker I, and two part-time summer helpers. 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 2016-2017 Key Objectives

Strategic Priority 4: Infrastructure

- Continue the ongoing replacement of new lift station generators and SCADA alarm installation.
- Reduce unscheduled repairs by 25% with the addition of a truck-mounted mainline sewer camera.
- Review infrastructure needs and develop priority projects after an assessment of the collection system related to our permit condition Capacity, Management, Operations and Maintenance (CMOM).
- Perform cleaning of large diameter sewers in order to prevent loss of capacity in the system.

Strategic Priority 6: Employee Development Initiative

- Utilize onsite training and offsite education to have employees fully trained and capable to receive a Certificate of Competency as a Collection System Operator through the IEPA.

Narrative (Cont'd)

Performance Measures

Inputs	**FY 14-15 Actual**	**FY 15-16 Estimate**	**FY 16-17 Projection**
Direct Expenditures	$1,993,347	$2,326,508	$2,276,600
Number of Employees	7	7	8
Outputs			
Lateral Excavations	40	40	40
Lateral Roddings/Televisings	1,215	1,300	1,400
Lineal ft. of Storm Sewer Cleaned	33,170	25,000	40,000
Lineal ft. of Combined Sewer Cleaned	41,500	41,500	41,500
Lineal ft. of Sanitary Sewer Cleaned	270,238	320,000	350,000
Storm Inlets Cleaned	415	550	500
Combined Storm Inlets Cleaned	160	160	160
Curb Inlets Repaired	67	60	50
Lineal feet of new storm sewers installed in-house	578	650	350
Number of new storm structures installed in-house	6	12	10
Efficiency			
Service Requests			
Number of Requests	461	380	400

SEWER

Personnel Summary

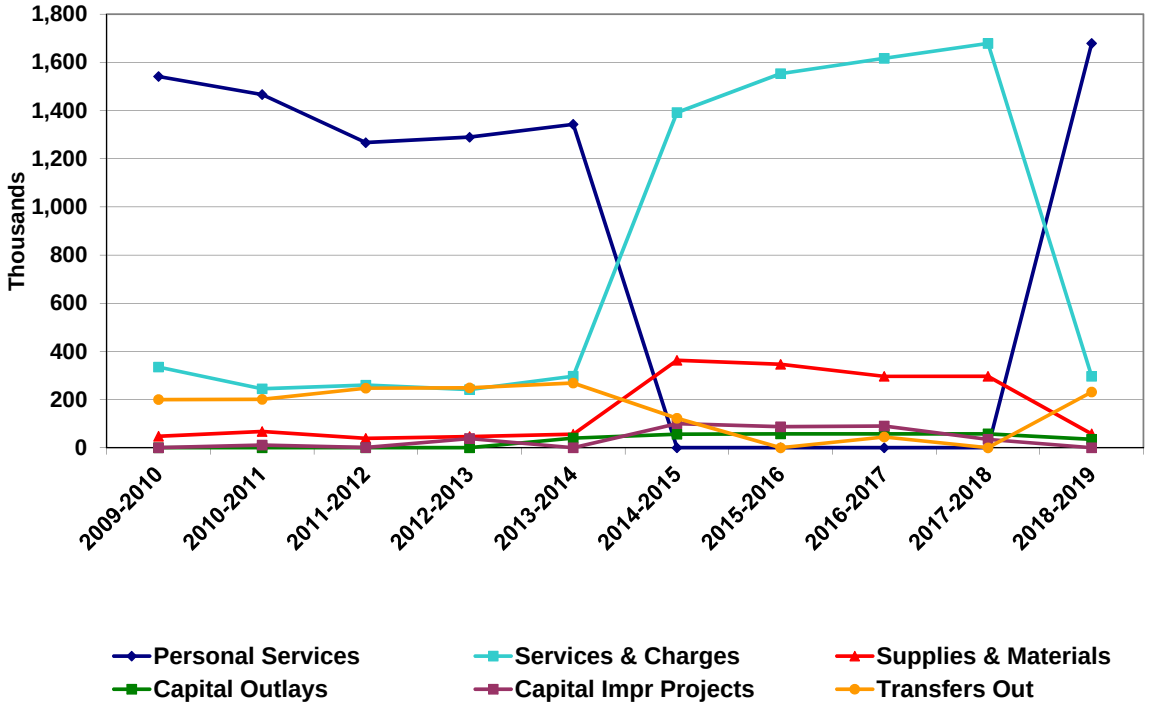
Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
Authorized & Budgeted:					
Mayor/Liquor Comm.	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	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 Assistant	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
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.50	0.50	0.50	0.50	0.50
Principal Account Clerk (4)	1.01	1.03	1.03	1.03	1.03
Clerk Typist (4)	0.95	0.95	0.95	0.95	0.95
Public Maintenance Worker III (2)	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker II	1.00	1.00	1.00	1.00	1.00
Public Maintenance Worker I (4)	4.00	4.00	4.00	4.00	4.00
Part-Time/Seasonal	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
Total Budgeted:	15.69	15.71	15.71	15.71	15.71
Authorized & Unbudgeted:					
*Environmental Compliance Coordinator	1.00				
*I & I Inspector	1.00				
Subtotal:	*2.00*				
Total Authorized:	17.69				

Note: Page 31 summarizes Employee Allocation Between Departments

*These positions will remain unbudgeted until funding is available.

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	1,391,900	**1,553,100**	1,616,800	1,678,600
Services & Charges	362,608	**346,500**	296,600	296,600
Supplies & Materials	55,900	**57,500**	57,500	57,500
Capital Outlays	100,000	**87,000**	90,000	35,000
Capital Improvement Projects	122,600	**0**	45,000	0
Transfers Out	293,500	**232,500**	230,400	231,400
Total	2,326,508	**2,276,600**	2,336,300	2,299,100



SEWER

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
5031		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	362,990	338,750	320,800	351,400	**333,900**	344,800	356,100
4002		WAGES CLERICAL	98,328	102,174	151,500	125,000	**165,200**	172,400	173,800
4003		WAGES OPERATIONAL	382,975	419,494	383,700	425,900	**475,800**	494,100	513,500
4004		OVERTIME	24,860	27,589	35,000	25,000	**35,000**	35,000	35,000
4006		OTHER PAY	6,755	5,437	12,900	10,500	**12,900**	12,900	12,900
4007		PART TIME	15,370	9,312	19,800	15,500	**33,900**	35,700	39,100
4009		IMRF	125,235	124,883	116,100	121,200	**137,300**	142,100	146,700
4010		SOCIAL SECURITY	69,779	71,402	71,400	74,200	**82,000**	84,900	87,700
4012		HOSPITALIZATION	236,259	200,417	239,400	221,000	**255,100**	272,900	291,800
4017		ELECTED OFFICIALS	6,451	6,601	6,000	6,000	**6,000**	6,000	6,000
4020		SICK PAY	11,391	9,623	16,000	10,200	**16,000**	16,000	16,000
4022		LIFE INSURANCE	368	0	0	0	**0**	0	0
4030		OPEB EXPENSE	1,919	3,281	0	6,000	**0**	0	0
		SUBTOTAL	1,342,680	1,318,963	1,372,600	1,391,900	**1,553,100**	1,616,800	1,678,600
			SERVICES & CHARGES						
4101		PROF SVCS-ACCTNG/AUDITING	1,564	1,330	1,700	1,700	**1,800**	1,900	1,900
4107	(1)	PROF SVCS-MEDICAL	652	832	500	500	**500**	500	500
4110	(2)	TECH & CONSULT SVCS	0	0	0	0	**50,000**	0	0
4115	(3)	COMMUNICATIONS-TELEPHONE	31,887	33,180	19,700	16,308	**20,700**	20,700	20,700
4116		COMMUNICATIONS-PORT DEV	101	76	0	100	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	61	0	500	500	**500**	500	500
4118		COPY/REPRODUCTION	125	263	400	400	**400**	400	400
4120		PUBLIC RELATIONS	0	182	0	0	**0**	0	0
4159		IRMA INS - SEWER	35,838	32,029	38,300	41,100	**46,100**	46,100	46,100
4160		PRINTING	791	703	1,800	100	**1,800**	1,800	1,800
4161		PUBLICATION OF NOTICES	258	271	800	800	**800**	800	800
4163		CONFERENCES	0	0	0	200	**0**	0	0
4164		TRAINING	60	117	1,500	1,500	**1,500**	1,500	1,500
4170		PUBLIC UTIL - GAS HEAT	4,930	3,347	3,500	2,000	**3,500**	3,500	3,500
4171		PUBLIC UTIL - GAS LIGHT	217	0	0	0	**0**	0	0
4172		PUBLIC UTIL - GAS EQUIP	10,588	9,452	5,300	7,800	**5,300**	5,300	5,300
4175	(4)	PUBLIC UTIL - ELEC EQUIP	55,995	55,939	50,000	71,000	**50,000**	50,000	50,000
4176		PUBLIC UTIL - SOLID WASTE	4,965	17,280	15,000	15,000	**15,000**	15,000	15,000
4180	(5)	REPAIRS & MAINTENANCE	138,719	172,726	196,500	196,500	**141,500**	141,500	141,500
4190	(6)	RENTAL EQUIPMENT	2,420	3,955	6,600	6,600	**6,600**	6,600	6,600
4199		OTHER SERVICES & CHARGES	7,877	8,505	500	500	**500**	500	500
		SUBTOTAL	297,048	340,187	342,600	362,608	**346,500**	296,600	296,600
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	762	1,174	1,300	1,300	**1,300**	1,300	1,300
4202		CLEANING SUPPLIES	0	1,002	1,000	1,000	**1,000**	1,000	1,000
4203	(7)	CLOTHING SUPPLIES	3,110	4,192	4,400	4,400	**6,000**	6,000	6,000
4204	(8)	MOTOR FUEL & LUBRICANTS	3,166	2,600	4,400	4,400	**4,400**	4,400	4,400
4205		CHEMICALS	0	0	500	500	**500**	500	500
4207		PUB GRNDS- MATL/SUPPLIES	0	345	500	500	**500**	500	500
4208		BUILDING - MATL/SUPPLIES	0	404	600	600	**600**	600	600
4299	(9)	OTHER OPERATING SUPPLIES	49,152	44,006	43,200	43,200	**43,200**	43,200	43,200
		SUBTOTAL	56,190	53,723	55,900	55,900	**57,500**	57,500	57,500

Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
5031	**EXPENDITURES (CONT'D)**							
		CAPITAL OUTLAYS						
4304	(10) EQUIPMENT	40,292	0	100,000	100,000	**87,000**	90,000	35,000
	SUBTOTAL	40,292	0	100,000	100,000	**87,000**	90,000	35,000
		CAPITAL IMPROVEMENT PROJECTS						
4497	POND IMPROVEMENT	0	45,185	0	0	**0**	0	0
	HARVARD	0	0	35,000	77,600	**0**	0	0
4551	REBUILD MOTORS/PUMPS/DAPS	0	0	45,000	45,000	**0**	45,000	0
	SUBTOTAL	0	45,185	80,000	122,600	**0**	45,000	0
		TRANSFERS OUT						
4961	TRANSFER TO FLEET SERVICES	114,823	119,234	120,200	135,000	**148,600**	149,800	152,500
4962	TRANSFER TO IT	21,904	23,355	19,800	20,100	**23,700**	26,200	24,500
4964	TRANSFER TO ERF	132,000	92,700	138,400	138,400	**60,200**	54,400	54,400
	SUBTOTAL	268,727	235,289	278,400	293,500	**232,500**	230,400	231,400
	TOTAL FOR DEPARTMENT	2,004,937	1,993,347	2,229,500	2,326,508	**2,276,600**	2,336,300	2,299,100

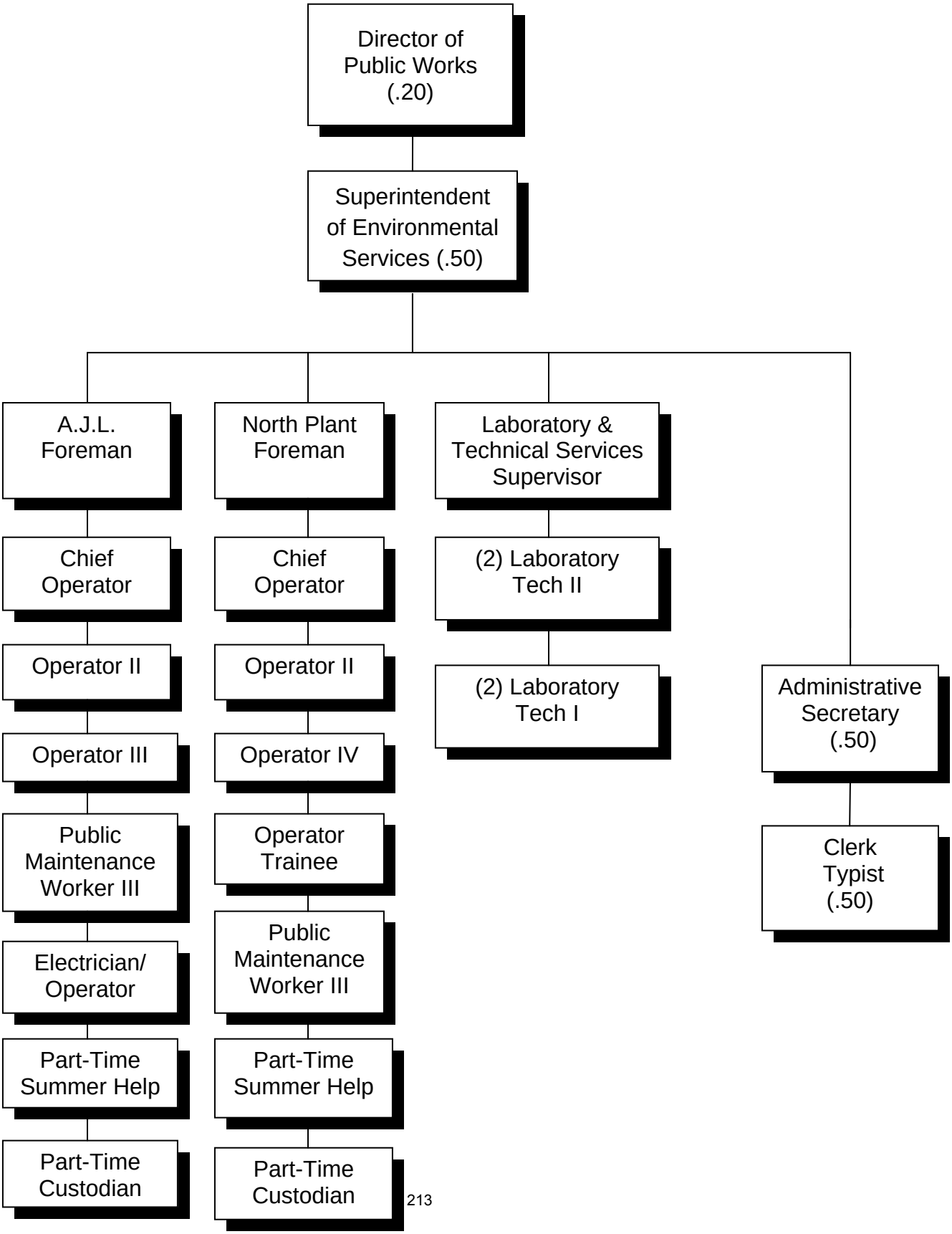
SEWER

Notes

4107	**(1)**	**PROF SERV MEDICAL**			**500**
		500	DRUG/ALCOHOL TESTING - CDL TESTING		
4110	**(2)**	**TECH & CONSULT SVCS**			**50,000**
		35,000	CMOM - CAPACITY, MANAGEMENT, OPERATIONS & MAINTENANCE	15,000	ARC FLASH HAZARD ASSESSMENT
4115	**(3)**	**COMMUNICATIONS-TELEPHONE**			**20,700**
		18,700	MONTHLY PHONE SERVICE	2,000	CELLULAR PHONE SERVICE
4175	**(4)**	**PUBLIC UTIL - ELEC EQUIP**			**50,000**
		34,500	GENERAL UTILITY ELECTRIC	15,500	ELECTRIC UTILITY FOR POND AERATORS
4180	**(5)**	**REPAIRS & MAINTENANCE**			**141,500**
		77,000	GROUND MAINTENANCE CONTRACT	15,000	ANNUAL LARGE DIAM SWR TELEVISING
		4,000	REPAIR ELECTRICAL MOTORS	5,300	REPAIR TO WELDERS, SAWS, PUMPS, GENERATORS OR COMPOSITORS
		11,200	PREVENTIVE MAINT-PUMPING EQUIPMENT		
		5,000	RESTORE PARKWAYS	24,000	WESTWOOD PUMP & DAM REBUILD
4190	**(6)**	**RENTAL EQUIPMENT**			**6,600**
		6,600	HYDRO-CRANE FOR PUMP REMOVAL		
4203	**(7)**	**CLOTHING SUPPLIES**			**6,000**
		4,100	UNIFORM RENTAL - 7	700	WINTER OUTERWEAR
		900	SAFETY SHOES -7 PR	300	SUMMER TEE SHIRTS/GLOVES
4204	**(8)**	**MOTOR FUEL & LUBRICANTS**			**4,400**
		1,900	DIESEL FUEL FOR GENERATORS & PUMPS	2,500	MOTOR OILS FOR GENERATOR/DAPS ENGINES
4299	**(9)**	**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	**(10)**	**EQUIPMENT**			**87,000**
		35,000	SCADA ALARM INSTALLATION	52,000	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, 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 two 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 four IEPA licensed wastewater operators, one operator trainee, and one public maintenance worker III.

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, one electrician/operator, 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 technicians 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)

Laboratory & Technical Services Division (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 2016-17 Key Objectives

Strategic Priority 4: Infrastructure

- Secure funding and contracts necessary with qualified engineering/consultant firms to establish guidelines and objectives in several environmental areas as required in the most recent NPDES permit incorporated in the facility plan.

- Improve reliable infrastructure by replacing screw pumps annually at the North Wastewater Facility which will alleviate unscheduled repairs by 25%.

- Start annual SCADA system upgrade at the North Wastewater Facility to improve productivity via technology to monitor and operate facility.

- Replace several valves at the facilities for a more reliable infrastructure improvement.

- 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.

Strategic Priority 6: Employee Development

- Hire a fully trained electrician to help with the ongoing electrical issues associated with both wastewater facilities and to meet new OSHA codes NFPA-70 E standards, with Arc Flash.

- To utilize offsite education and onsite training to have employees fully trained and capable to complete a Certificate of Competency as a Wastewater Operator through the IEPA.

WATER POLLUTION CONTROL

Narrative (Cont'd)

Performance Measures

	FY 14-15 ACTUAL		FY 15-16 ESTIMATE		FY 16-17 PROJECTION	
Inputs						
Direct Expenditures	$8,851,095		$6,427,984		$4,323,400	
Number of Full Time Employees	19		18		19	
Billion Gallons Treated – AJL Facility	.669		.746		.708	
Billion Gallons Treated – North Facility	1.290		1.366		1.328	
Total Gallons Treated – Billions	1.959		2.112		2.036	
Gallons Bio-solids Land Applied	0		0		0	
Cubic Yards of Bio-Solids Land Applied	5,295		4,803		5,049	
Cubic Yards of Bio-Solids to Landfill	0		0		0	
Total Laboratory Analysis Performed	30,016		29,641		29,829	
	AJL	NTP	AJL	NTP	AJL	NTP
NPDES Discharge Violations	0	0	0	1	0	0
Days lost to Occupational Injury	0	72	0	2	0	0
Effectiveness						
Effluent BOD, mg/l, Limit =20	2.35		2.29		2.32	
Pounds of BOD Removed	2,580,328		2,918,503		2,749,416	
Effluent Suspended Solids mg/l Limit =25	5.5		5.5		5.5	
Pounds of Suspended Solids Removed	2,092,249		2,573,587		2,332,918	
Dissolved Oxygen mg/l Limit=> 6.0	9.0		8.44		8.72	
Avg. Ammonia Nitrogen as N mg/l Limit = 1.5 April thru Oct.	0.337		0.173		0.255	
Avg. Ammonia Nitrogen as N mg/l Limit = 4.0 Nov thru Feb	0.233		0.163		0.198	
Pounds of Ammonia as N Removed	312,723		311,644		312,184	
Natural Gas Consumption – Total Therms	83,745		63,320		73,533	
Electrical Consumption – Total KWH	4,992,516		5,457,548		5,184,670	
Efficiency						
Effluent BOD,% Removal	99		98		98	
Effluent Suspended Solids,% Removal	96		96		95	
Avg. Ammonia Nitrogen as N % Removal	99		99		99	
Cost per Million Gallons Treated	$4,823		$2,034		$2,065	

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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 Assistant	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
Foreman (2)	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)	2.00	2.00	2.00	2.00	2.00
Laboratory Technician I (2)	2.00	2.00	2.00	2.00	2.00
Principal Account Clerk (4)	1.01	1.01	1.01	1.01	1.01
Administrative Secretary	0.50	0.50	0.50	0.50	0.50
Clerk Typist (4)	0.95	0.95	0.95	0.95	0.95
WWTP Chief Operator (2)	2.00	2.00	2.00	2.00	2.00
WWTP Operator Class II (2)	2.00	2.00	2.00	2.00	2.00
WWTP Operator Class III	1.00	1.00	1.00	1.00	1.00
WWTP Operator Class IV	1.00	1.00	1.00	1.00	1.00
WWTP Operator Trainee	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
Electrician/Operator	1.00	1.00	1.00	1.00	1.00
Part-Time/Seasonal (2)	2.00	2.00	2.00	2.00	2.00
Part-Time Water Meter Reader	0.33	0.33	0.33	0.33	0.33
Part-Time Principal Acct Clerk	0.10	0.10	0.10	0.10	0.10
Part-Time Custodian (2)	2.00	2.00	2.00	2.00	2.00
Total Budgeted:	26.69	26.69	26.69	26.69	26.69
Authorized & Unbudgeted:					
*Industrial Pretreatment Inspector	1.00				
Subtotal:	*1.00*				
Total Authorized:	27.69				

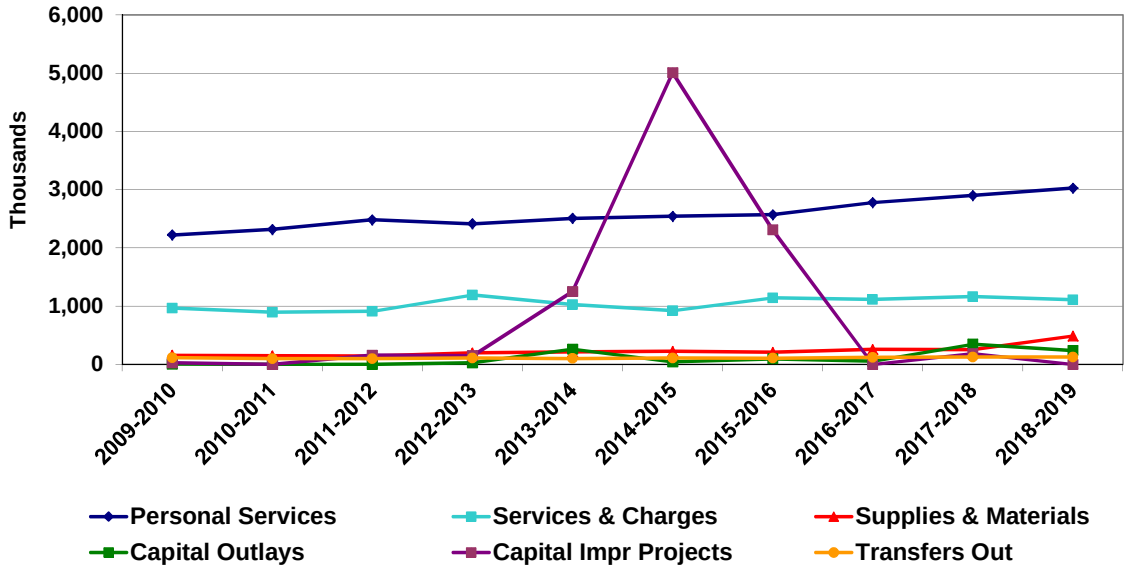
Note: Page 31 summarizes Employee Allocation Between Departments

*This position will remain unbudgeted until funding is available.

WATER POLLUTION CONTROL

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	2,571,157	**2,777,800**	2,900,400	3,024,400
Services & Charges	1,141,851	**1,113,000**	1,165,000	1,109,100
Supplies & Materials	206,400	**258,100**	250,100	486,100
Capital Outlays	94,500	**54,500**	348,000	238,000
Capital Improvement Projects	2,308,376	**0**	185,000	0
Transfers Out	105,700	**120,000**	127,200	125,600
Total	6,427,984	**4,323,400**	4,975,700	4,983,200



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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
5032		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	510,958	531,829	517,700	524,300	**522,100**	542,800	565,100
4002		WAGES CLERICAL	101,067	127,221	153,600	125,000	**165,200**	172,400	173,800
4003		WAGES OPERATIONAL	1,042,059	1,001,695	1,087,200	1,018,000	**1,131,000**	1,177,200	1,225,200
4004		OVERTIME	23,209	39,086	29,000	43,000	**29,000**	31,000	31,000
4005		HOLIDAY PAY	86	0	0	0	**0**	0	0
4006		OTHER PAY	18,659	14,744	20,000	15,850	**20,000**	20,000	20,000
4007		PART TIME	32,350	26,711	36,900	34,000	**58,000**	60,700	65,200
4009		IMRF	237,244	239,892	233,600	242,000	**251,900**	262,100	271,900
4010		SOCIAL SECURITY	134,833	140,235	142,800	148,200	**149,600**	155,500	161,600
4012		HOSPITALIZATION	361,739	376,270	397,300	387,007	**404,000**	431,700	461,600
4017		ELECTED OFFICIALS	6,451	6,601	6,000	6,000	**6,000**	6,000	6,000
4020		SICK PAY	34,759	39,507	38,000	27,800	**41,000**	41,000	43,000
4022		LIFE INSURANCE	1,820	0	0	0	**0**	0	0
4030		OPEB EXPENSE	2,046	0	0	0	**0**	0	0
		SUBTOTAL	2,507,280	2,543,791	2,662,100	2,571,157	**2,777,800**	2,900,400	3,024,400
			SERVICES & CHARGES						
4101		PROF SVCS-ACCTNG/AUDITING	2,542	2,151	2,800	2,700	**2,900**	3,000	3,000
4105	(1)	PROF SVCS-DATA PROCESSING	4,190	2,930	5,600	5,600	**8,100**	8,100	8,100
4107	(2)	PROF SVCS-MEDICAL	1,081	365	1,200	1,200	**1,200**	1,200	1,200
4110	(3)	TECH & CONSULT SVCS	23,759	23,566	81,800	81,800	**120,800**	160,800	116,800
4115	(4)	COMMUNICATIONS-TELEPHONE	32,173	33,303	19,500	19,500	**21,000**	21,000	21,000
4116		COMMUNICATIONS-PORT DEV	79	470	0	100	**400**	400	400
4117		COMMUNICATIONS-POSTAGE	514	536	1,000	1,000	**1,000**	1,000	1,000
4118		COPY/REPRODUCTION	573	638	1,000	1,000	**1,000**	1,000	1,000
4120		PUBLIC RELATIONS	196	0	0	0	**0**	0	0
4159		IRMA INSURANCE	171,177	145,079	139,700	274,600	**75,700**	75,700	75,700
4160		PRINTING	760	893	1,500	1,500	**1,500**	1,500	1,500
4161		PUBLICATION OF NOTICES	681	758	1,000	1,000	**1,000**	1,000	1,000
4163		CONFERENCES	3,490	4,833	5,000	5,000	**5,000**	5,000	5,000
4164		TRAINING	1,371	1,577	2,600	2,600	**2,600**	2,600	2,600
4170		PUBLIC UTIL - GAS HEAT	71,898	47,830	49,500	22,000	**49,500**	49,500	49,500
4175		PUBLIC UTIL - ELEC EQUIP	383,809	346,592	375,000	385,751	**375,000**	375,000	375,000
4176	(5)	PUBLIC UTIL - SOLID WASTE	126,288	130,786	160,000	150,000	**190,000**	190,000	190,000
4180	(6)	REPAIRS & MAINTENANCE	129,105	108,708	108,100	108,100	**178,100**	190,000	178,100
4190	(7)	RENTAL EQUIPMENT	1,850	1,111	9,000	9,000	**9,000**	9,000	9,000
4192		DUES /SUBSCRIPTIONS	529	322	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	449	696	200	400	**200**	200	200
		SUBTOTAL	1,025,014	921,644	1,033,500	1,141,851	**1,113,000**	1,165,000	1,109,100
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,385	1,700	1,700	1,700	**1,700**	1,700	1,700
4202	(8)	CLEANING SUPPLIES	3,644	2,377	4,200	4,200	**4,200**	4,200	4,200
4203	(9)	CLOTHING SUPPLIES	12,112	10,799	12,400	12,400	**16,100**	16,100	16,100
4204		MOTOR FUEL & LUBRICANTS	3,090	1,994	3,200	3,200	**5,200**	5,200	5,200
4205	(10)	CHEMICALS	74,057	70,901	81,000	81,000	**81,000**	81,000	81,000
4207		PUB GRNDS- MATL/SUPPLIES	1,556	456	1,500	1,500	**1,500**	1,500	1,500

WATER POLLUTION CONTROL

Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
5032	**EXPENDITURES (CONT'D)**							
		SUPPLIES & MATERIALS (CONT'D)						
4208	BUILDING- MATL/SUPPLIES	1,394	4,918	5,000	5,000	**5,000**	5,000	5,000
4299 (11)	OTHER OPERATING SUPPLIES	115,535	130,348	97,400	97,400	**143,400**	135,400	371,400
	SUBTOTAL	212,773	223,493	206,400	206,400	**258,100**	250,100	486,100
		CAPITAL OUTLAYS						
4304 (12)	EQUIPMENT	49,126	42,975	94,500	94,500	**54,500**	348,000	238,000
	SUBTOTAL	49,126	42,975	94,500	94,500	**54,500**	348,000	238,000
		CAPITAL IMPROVEMENT PROJECTS						
4535	NTP WATER MAIN	0	0	0	0	**0**	45,000	0
4539	MASTER PLAN - IEPA LOAN	1,173,149	4,924,934	0	0	**0**	0	0
4539	MASTER PLAN - IEPA LOAN PH 2	0	0	0	1,095	**0**	0	0
4569	REPLACE STANDBY FEED-NTP	0	0	135,000	135,000	**0**	0	0
4570	EXCESS FLOW LIFT ST -IEPA 2	79,000	85,682	0	2,172,281	**0**	0	0
4587	ANAEROBIC DIGTR CLEANING	99,611	0	0	0	**0**	105,000	0
4589	AERATION SYSTEM SHEATH	0	0	0	0	**0**	35,000	0
4594	RE-ROOF/REPAIR BUILDINGS	115,720	0	0	0	**0**	0	0
4595	AIR MAIN REPAIR	0	0	35,000	0	**0**	0	0
	SUBTOTAL	1,467,480	5,010,616	170,000	2,308,376	**0**	185,000	0
		TRANSFERS OUT						
4961	TRANSFER TO FLEET SERVICES	26,202	35,048	21,800	37,000	**40,700**	41,100	41,800
4962	TRANSFER TO IT	62,044	66,228	52,900	53,800	**65,100**	71,900	67,400
4964	TRANSFER TO ERF	12,200	7,300	14,900	14,900	**14,200**	14,200	16,400
	SUBTOTAL	100,446	108,576	89,600	105,700	**120,000**	127,200	125,600
	TOTAL FOR DEPARTMENT	5,362,119	8,851,095	4,256,100	6,427,984	**4,323,400**	4,975,700	4,983,200

Notes

4105 (1)	**PROF SERV DATA PROCESSING**			**8,100**
	1,600	OPERATOR 10-DATA SUPPORT	5,000	WONDERWARE SOFTWARE SUPPORT
	1,500	SYNEXUS IPT DATA SUPPORT		
4107 (2)	**PROF SERV MEDICAL**			**1,200**
	1,200	DRUG/ALCOHOL TESTING - CDL LICENSE		
4110 (3)	**TECH & CONSULT SVCS**			**120,800**
	40,000	PHOSPHORUS STUDY	4,300	BIOMONITORING ANALYSIS
	70,000	SALT CREEK SPECIAL ASSESSMENT	6,500	PRETREATMENT REGULATIONS
4115 (4)	**COMMUNICATIONS-TELEPHONE**			**21,000**
	14,100	MONTHLY PHONE SERVICE	6,900	CELLULAR PHONES/PORT DEV
4176 (5)	**PUBLIC UTIL - SOLID WASTE**			**190,000**
	30,000	RECYCLE CENTER HAULING	160,000	BIOSOLIDS HAULING
4180 (6)	**REPAIRS & MAINTENANCE**			**178,100**
	1,800	MAINTENANCE/CALIBRATION LAB EQUIP	11,500	PUMPS & GENERATOR
	38,700	GROUND MAINTENANCE CONTRACT	25,000	RAW PUMP REBUILD
	10,400	OTHER REPAIRS & MAINTENANCE	16,000	BLOWER CONTROL PANEL
	1,800	BI-ANNUAL CALIB AND SVS - ALL METER DEV	20,000	VALVE REPLACEMENT/REPAIR
	2,900	REPAIR OF TRI-GAS METERS	50,000	PUMP & GENERATOR REBUILDS
4190 (7)	**RENTAL EQUIPMENT**			**9,000**
	2,000	CRANE RNTL FOR LARGE EQUIP REMOVAL	5,000	GENERATOR RENTAL
	2,000	DEIONIZED WATER SYSTEM (ANNUAL)		
4202 (8)	**CLEANING SUPPLIES**			**4,200**
	1,000	WATERLESS HAND CLEANER, HAND SOAP	1,000	MOPS, BUCKETS AND BUFFING PADS
	1,400	WIPES, CLOTH AND PAPER	800	WINDOW CLEANER, FLOOR SOAP & WAX
4203 (9)	**CLOTHING SUPPLIES**			**16,100**
	9,200	UNIFORMS INCLUDING FLASH CLOTHING -18	900	REPLACE RAIN GEAR & HIP BOOTS
	2,300	SAFETY BOOTS 18	700	SUMMER TEE SHIRTS
	2,700	WINTER OUTERWEAR	300	INSULATED GLOVES
4205 (10)	**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
4299 (11)	**OTHER OPERATING SUPPLIES**			**143,400**
	1,300	TOOLS, HOSES, BROOMS, SHOVELS	5,300	LAB GLASSWARE & EXPENDABLES
	1,800	PENETRANTS, SOLVENTS, DEGREASER,ETC	2,900	SAND FOR SLUDGE DRYING BEDS
	2,100	WELDING & FLAME CUTTING SUPPLIES	6,500	REPLACE ELEMENTS FOR BLOWER INTAKES
	8,400	ASSORTED NUTS, BOLTS & HARDWARE	4,500	MODIFY BLOWER INTAKE FILTER SYSTEM - AJL
	4,600	ELECTRICAL	2,200	BATTERIES FOR STANDBY GENERATORS
	2,200	GASKET MATERIALS	2,900	TEST GASES/ELEMENTS FOR TRI-GAS METER
	16,700	REPLACE & REPAIR PRTS FOR MAJOR EQUIP	2,800	SELECTIVE ION PROBES/LAMP
	2,900	REPLACE PARTS FOR VALVES	15,000	BELT PRESS MAINTENANCE/REPAIR
	5,000	CONTACT SETS FOR LRG HP MOTORS	27,000	GATE ACTUATOR REPLACEMENT
	3,000	SAMPLING CONTAINERS	25,000	EXCESS FLOW DRAIN VALVE
	1,300	COMPOSITE SAMPLERS		
4304 (12)	**EQUIPMENT**			**54,500**
	18,000	SCADA COMPUTER UPGRADE	8,500	CL2 DEWATERING PUMP
	28,000	POLYMER FEED SYSTEMS		

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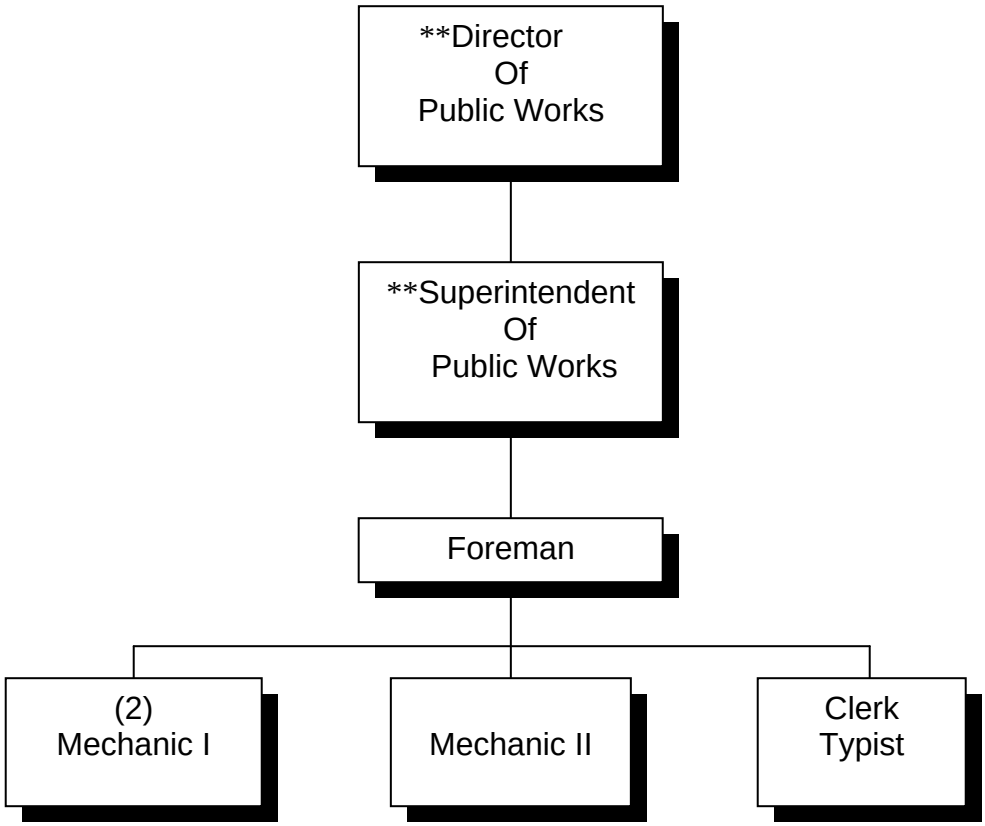
Organization Structure



**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, Superintendent of Public Works and the Fleet Services Foreman. Additional staff includes two Mechanic I, one Mechanic II and one Clerk/Typist. The customers of Fleet Services are the vehicle and equipment users employed by all departments of the Village of Addison and the Addison Fire Protection District.

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, twenty two (22) Lift Stations, Well Houses, Pumping Stations, and Standby Generators owned by the Village of Addison and twenty (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.

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

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.
- 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.
- Assists the Risk Manager on insurance claims.

Narrative (Cont'd)

DESCRIPTION OF DEPARTMENTAL ACTIVITIES (Cont'd)

Functions (Cont'd)

- 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 2016-17 Key Objectives

Strategic Priority 4: Infrastructure

1. Continue to maintain and operate all underground fuel storage tanks, pumps and associated piping and electrical, so as to minimize down time to our customers. Our customers include the Fire and Police departments, School Districts, Park District and Public Works.

2. Continue with the annual Equipment Replacement Fund. Working with all the individual divisions to make sure we our purchasing vehicles that are properly equipped to handle all the different job tasks associated within a division.

3. Continue using CFA and Petrovend systems to track and schedule preventative maintenance to minimize unscheduled downtime for all the above mentioned departments.

4. Continue to update and upgrade the equipment used in Fleet Services to meet the needs of the existing vehicles as well as the changing requirements placed on the newer vehicles due to technological advancements.

Strategic Priority 6: Employee Development

1. Utilize training and seminars for continuing education, which will aid in helping the mechanics keep their ASE certifications current.

2. Utilize seminars and training for current supervisors and for possible future supervisors.

FLEET SERVICES

Narrative (Cont'd)

Performance Measures

	FY14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$1,514,450	$1,383,500	$1,379,500
Number of Employees	5	5	5
Vehicles and Equipment	167	172	173
Outputs			
Number of Work Orders Completed	1,321	1,318	1,320
Gallons of Fuel Dispensed(Village Vehicles)	99,517	101,287	100,402
Effectiveness			
% Vehicles passing emissions on 1st test	100%	100%	100%
% PMs performed as scheduled	100%	100%	100%
% Mechanic hours billed to repairs	76%	76%	76%
Effectiveness			
Average Cost per Mile			
- Automobiles	$0.42	$0.42	$0.42
- Truck	$1.08	$0.95	$1.01
- Police (Marked Squads)	$0.65	$0.63	$0.64

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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

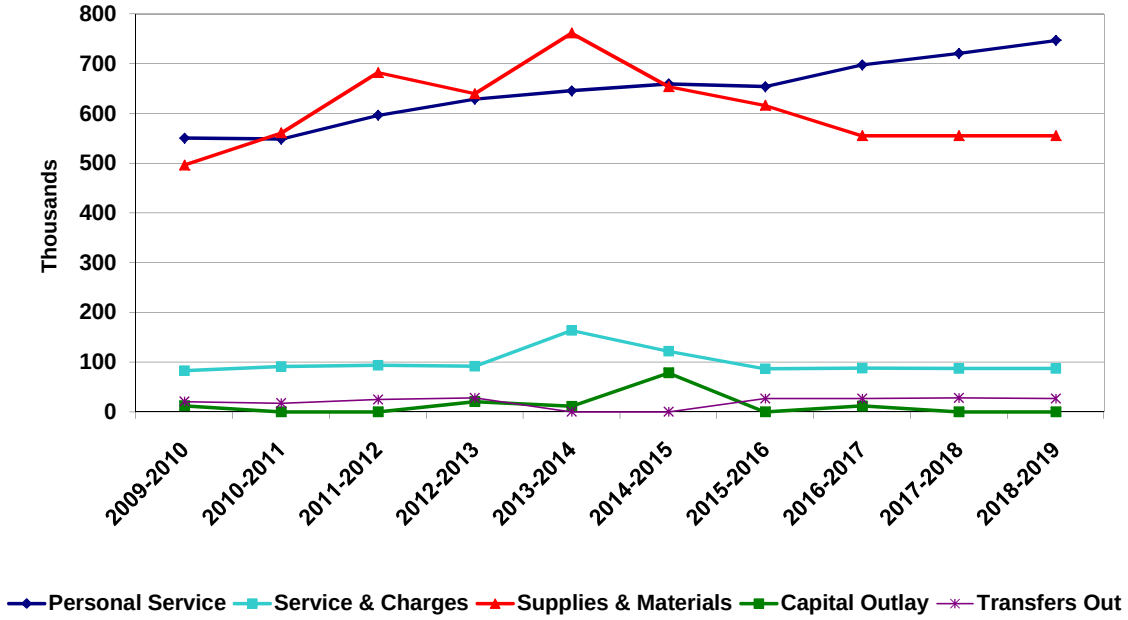
Authorized & Unbudgeted:
None

Total Authorized:	5.00

FLEET SERVICES

Expenditure Summary

Operating Expenditures	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	654,000	**697,700**	720,700	747,000
Services & Charges	86,400	**88,000**	87,000	87,000
Supplies & Materials	616,400	**555,300**	555,300	555,300
Capital Outlays	0	**12,000**	0	0
Transfers Out	26,700	**26,500**	28,200	26,600
Total	1,383,500	**1,379,500**	1,391,200	1,415,900



FLEET SERVICES (61)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9961	**REVENUES**							
		CHARGES FOR SERVICES						
3389	CHARGES FOR VEH REPAIRS	0	31,630	0	40,000	**0**	0	0
3399	OTHER CHARGES	144,075	132,446	0	90,000	**0**	0	0
		144,075	164,076	0	130,000	**0**	0	0
		MISCELLANEOUS REVENUES						
3856	SALE - WASTE OIL	739	287	0	0	**0**	0	0
	SUBTOTAL	739	287	0	0	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3903	TRF FM-COMMUNITY RELATIONS	4,877	4,515	4,600	3,200	**3,500**	3,500	3,500
3904	TRF FM-BUILDING & GROUNDS	10,773	3,554	3,500	5,500	**5,900**	6,000	6,100
3905	TRF FM-POLICE	570,465	524,411	590,300	600,000	**660,400**	666,100	677,900
3906	TRF FM-COMMUNITY DEVELOP	35,616	26,732	43,600	42,400	**46,700**	47,100	47,900
3907	TRF FM-ELECTRICAL/FORESTRY	141,074	119,457	129,600	109,200	**120,200**	121,200	123,300
3908	TRF FM-STREET	324,846	367,292	271,600	254,400	**280,000**	282,300	287,400
	SUBTOTAL - GENERAL FUND	1,087,651	1,045,961	1,043,200	1,014,700	**1,116,700**	1,126,200	1,146,100
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	151,201	112,758	130,300	66,800	**73,500**	74,100	75,500
3951	TRF FM-SEWER	114,823	119,234	120,200	135,000	**148,600**	149,800	152,500
3952	TRF FM-WATER PLTN CONTROL	26,202	35,048	21,800	37,000	**40,700**	41,100	41,800
	SUBTOTAL - W & S FUND	292,226	267,040	272,300	238,800	**262,800**	265,000	269,800
	TOTAL REVENUE	1,524,691	1,477,364	1,315,500	1,383,500	**1,379,500**	1,391,200	1,415,900

FLEET SERVICES (61)

Budget (Cont'd)

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9961		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	100,359	99,794	102,100	102,100	**104,700**	107,300	110,000
4002		WAGES CLERICAL	63,599	71,639	58,400	58,400	**59,900**	61,400	62,900
4003		WAGES OPERATIONAL	244,787	252,169	258,300	258,300	**264,800**	271,400	278,200
4004		OVERTIME	26,725	24,742	23,000	18,000	**23,000**	24,000	25,000
4006		OTHER PAY	6,997	7,156	6,000	6,000	**7,000**	7,000	8,000
4009		IMRF	60,452	59,695	56,800	56,000	**62,000**	63,600	65,300
4010		SOCIAL SECURITY	33,854	34,248	34,700	33,000	**35,600**	36,400	37,500
4012		HOSPITALIZATION	98,686	99,730	98,900	113,100	**128,700**	137,600	147,100
4020		SICK PAY	9,251	10,393	11,300	9,100	**12,000**	12,000	13,000
4022		LIFE INSURANCE	384	0	0	0	**0**	0	0
4030		OPEB EXPENSE	489	488	0	0	**0**	0	0
		SUBTOTAL	645,583	660,054	649,500	654,000	**697,700**	720,700	747,000
			SERVICES & CHARGES						
4105	(1)	PROF SVCS-DATA PROC	1,595	4,018	1,600	4,000	**1,600**	1,600	1,600
4107	(2)	PROF SVCS-MEDICAL	356	74	1,000	300	**1,000**	1,000	1,000
4110		TECH. & CONSULT. SVCS.	0	38	0	300	**0**	0	0
4115	(3)	COMMUNICATIONS-TELEPHONE	1,039	1,098	1,300	1,300	**1,800**	1,800	1,800
4116		COMMUNICATIONS-PORT DEV	0	41	300	(100)	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	0	0	200	200	**200**	200	200
4118		COPY/REPRODUCTION	469	760	400	500	**400**	400	400
4159		IRMA INSURANCE	21,070	31,155	23,500	23,500	**25,600**	25,600	25,600
4160		PRINTING	117	274	200	200	**200**	200	200
4161		PUBLICATION OF NOTICES	0		100	100	**100**	100	100
4163	(4)	CONFERENCES	241	1,058	500	500	**1,500**	500	500
4164		TRAINING	2,805		700	700	**700**	700	700
4176		PUB UTIL - SOLID WASTE	1,296	836	900	900	**900**	900	900
4180	(5)	REPAIRS & MAINTENANCE	97,608	38,644	46,200	46,200	**46,200**	46,200	46,200
4192		DUES & SUBSCRIPTIONS	2,952	4,373	400	400	**400**	400	400
4199	(6)	OTHER SERVICES & CHARGES	2,668	6,529	7,400	7,400	**7,400**	7,400	7,400
		SUBTOTAL	132,216	88,898	84,700	86,400	**88,000**	87,000	87,000
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	809	729	800	800	**800**	800	800
4203	(7)	CLOTHING SUPPLIES	2,242	2,055	2,700	2,700	**3,400**	3,400	3,400
4204		MOTOR FUEL & LUBRICANTS	511,711	380,478	370,000	370,000	**370,000**	370,000	370,000
4209		MOTOR VEH MATL/SUPPLIES	160,889	229,044	153,200	215,000	**153,200**	153,200	153,200
4299	(8)	OTHER OPERATING SUPPLIES	86,180	41,578	27,900	27,900	**27,900**	27,900	27,900
		SUBTOTAL	761,831	653,884	554,600	616,400	**555,300**	555,300	555,300
			CAPITAL OUTLAYS						
4301	(9)	OFFICE EQUIPMENT	0	0	0	0	**2,000**	0	0
4304	(10)	EQUIPMENT	11,150	78,554	0	0	**10,000**	0	0
		SUBTOTAL	11,150	78,554	0	0	**12,000**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IT	25,572	27,960	24,600	24,600	**24,400**	26,100	24,500
4964		TRANSFER TO ERF	5,900	5,100	2,100	2,100	**2,100**	2,100	2,100
		SUBTOTAL	31,472	33,060	26,700	26,700	**26,500**	28,200	26,600
		TOTAL EXPENSES	1,582,252	1,514,450	1,315,500	1,383,500	**1,379,500**	1,391,200	1,415,900
		FUND BALANCE, BEGINNING	2,155	(55,406)	(92,492)	(92,492)	**(92,492)**	(92,492)	(92,492)
		REV. OVER (UNDER) EXP.	(57,561)	(37,086)	0	0	**0**	0	0
		FUND BALANCE, ENDING	(55,406)	(92,492)	(92,492)	(92,492)	**(92,492)**	(92,492)	(92,492)

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**			**1,800**
		1,300	REGULAR PHONES	500	I PHONES
4163	**(4)**	**CONFERENCES**			**1,500**
		500	LOCAL CONFERENCES	1,000	POLICE FLEET EXPO
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**			**3,400**
		1,800	UNIFORMS	240	GLOVES & SAFETY EQUIPMENT
		500	4 PAIRS OF BOOTS @ $125	600	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		
4301	**(9)**	**OFFICE EQUIPMENT**			**2,000**
		2,000	OFFICE CHAIRS		
4304	**(10)**	**EQUIPMENT**			**10,000**
		10,000	HEAVY DUTY TRUCK SCAN TOOL		

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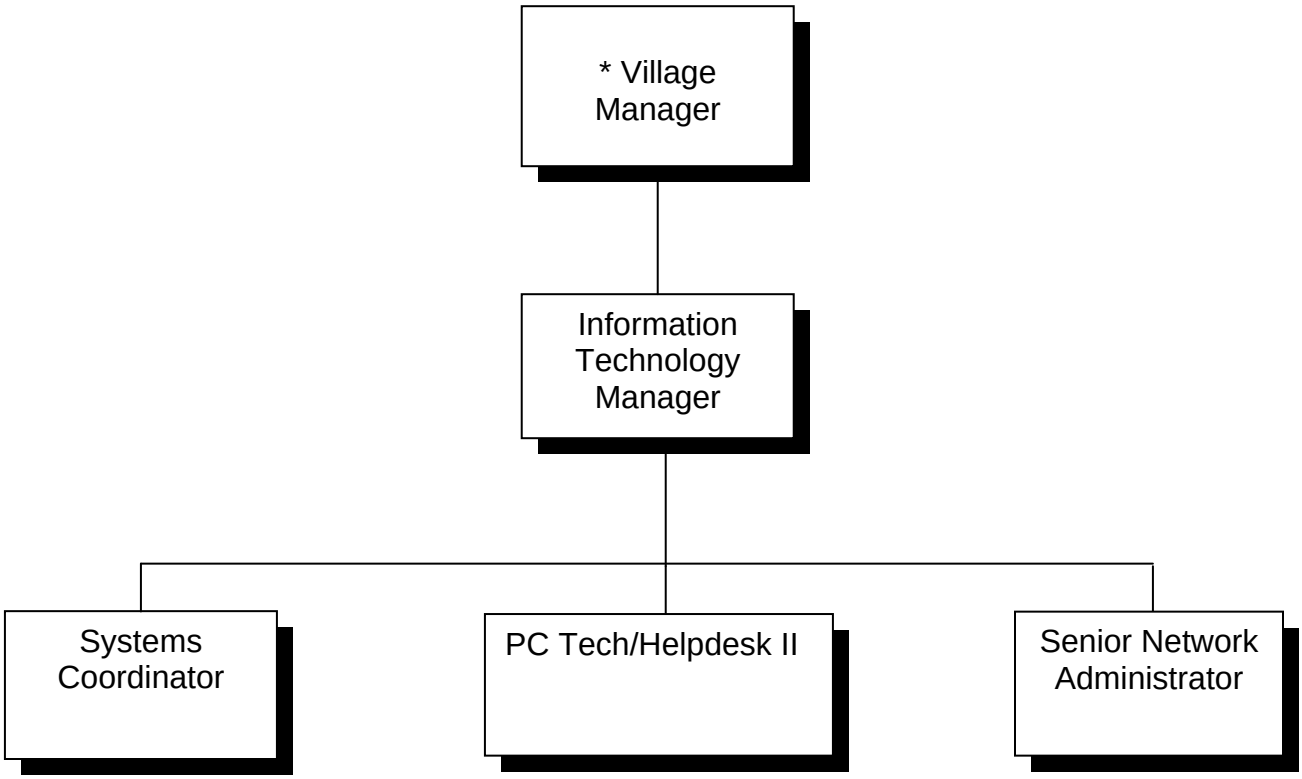
Organization Structure



* 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, and 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, and 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 2016-17 Key Objectives

Strategic Priority 4: Infrastructure

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
   - Upgrade or replace existing legacy programs
   - Increase usage of Unified Communications

2. Improve hardware efficiency
   - Continue replacement of laptop computers
   - Continue using consolidation and virtualization to upgrade servers
   - Upgrade communications between facilities
   - Continue 20% annual desktop replacement program
   - Finish replacing digital phones with IP based system

Narrative (Cont'd)

FY 2016-17 Key Objectives (Cont'd)

Strategic Priority 4: Infrastructure (Cont'd)

3. Improve system security
   - Continue to monitor and close security threats
   - Continue off-site backup software
   - Enforce employee Mobile Device usage policy
   - Develop Mobile Device Management to limit security threats

4. Improve service to stakeholders
   - Use Active Directory for password consolidation
   - Continue training for IT staff
   - Maintain existing service contracts
   - Complete upgrading of communications system
   - Begin development of department operational manual
   - Complete SAN project

Performance Measures

	FY 14-15 ACTUAL	FY 15-16 ESTIMATE	FY 16-17 PROJECTION
Inputs			
Direct Expenditures	$1,232,425	$1,186,800	$1,224,400
Number of Employees	3	3	4
Outputs			
Workstations administered	173	175	215
Laptops administered	45	50	70
Printers administered	66	60	60
Servers administered	19	22	30
LAN/WAN Hardware administered	26	26	36
Efficiency			
Percentage of time servers are available	99.99%	99.99%	99.99%
Number of Vendor service calls	45	40	50
Percent work hours systems operational	99.99%	99.99%	99.99%

INFORMATION TECHNOLOGY

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
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
Senior Network Administrator	1.00	1.00	1.00	1.00	1.00
PC Tech/Helpdesk II	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:	4.20	4.20	4.20	4.20	4.20
Authorized & Unbudgeted:					
GIS Administrator	1.00				
Subtotal:	*1.00*				
Total Authorized:	5.20				

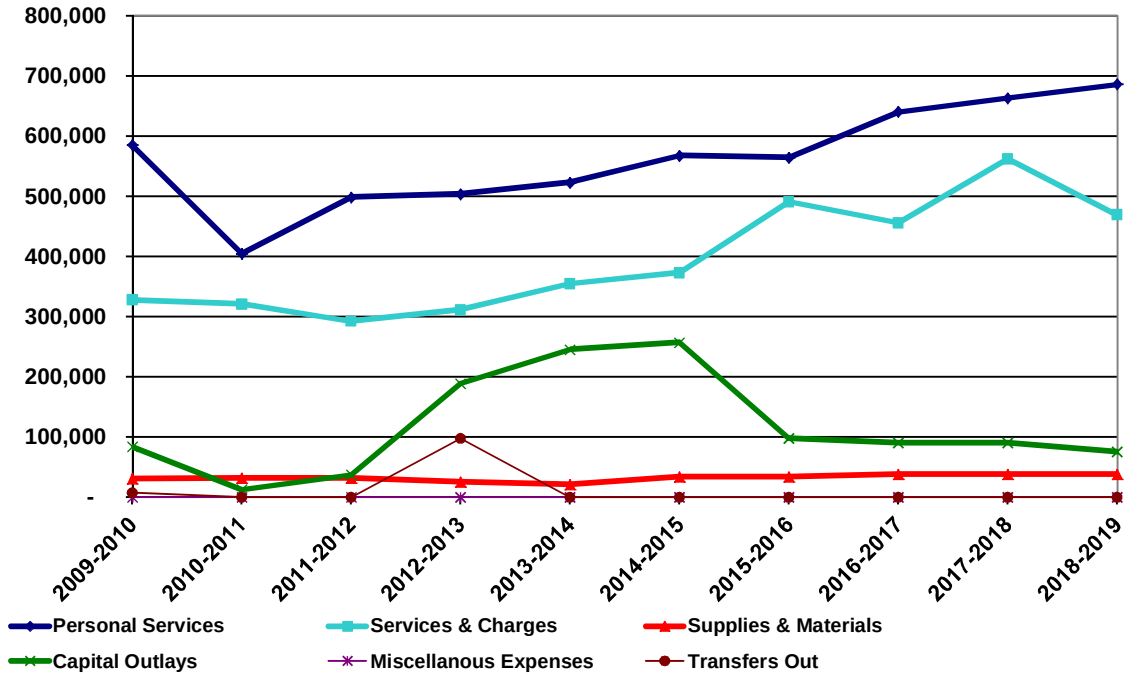
Note: Page 31 summarizes Employee Allocation Between Departments

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	2015-2016 Estimate	**2016-2017 Budget**	2017-2018 Budget	2018-2019 Budget
Personal Services	564,400	**640,400**	663,000	686,100
Services & Charges	490,700	**455,700**	562,400	469,400
Supplies & Materials	34,200	**38,300**	38,300	38,300
Capital Outlays	97,500	**90,000**	90,000	75,000
Transfers Out	0	**0**	0	0
Total	1,186,800	**1,224,400**	1,353,700	1,268,800



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)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9962	**REVENUES**							
		MISCELLANEOUS REVENUES						
3805	MISCELLANEOUS REVENUES	1,000	0	0	0	**0**	0	0
	SUBTOTAL	1,000	0	0	0	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3901	TRF FM-ADMINISTRATION	179,004	190,899	152,100	154,200	**218,500**	242,100	226,800
3902	TRF FM-FINANCE	84,052	89,583	86,000	87,200	**76,900**	85,000	79,700
3903	TRF FM-COMMUNITY RELATIONS	18,236	19,518	36,400	36,900	**32,500**	36,000	33,700
3904	TRF FM-BUILDING & GROUNDS	11,004	11,732	19,800	20,100	**17,700**	19,600	18,400
3905	TRF FM-POLICE	452,960	482,784	478,000	484,700	**481,600**	533,100	499,500
3906	TRF FM-COMMUNITY DEVELOP	116,856	124,671	112,400	114,000	**94,600**	104,600	98,100
3907	TRF FM-ELECTRICAL/FORESTRY	7,336	7,785	9,900	10,000	**8,900**	9,800	9,200
3908	TRF FM-STREET	40,140	42,763	33,100	33,600	**35,500**	39,200	36,800
3909	TRF FM-HHRC	59,405	74,013	66,100	67,000	**65,100**	71,900	67,400
3911	TRF FM-CONSOLID DISPATCH	47,476	50,658	43,000	43,600	**44,400**	49,000	46,000
	SUBTOTAL - GENERAL FUND	1,016,469	1,094,406	1,036,800	1,051,300	**1,075,700**	1,190,300	1,115,600
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	40,140	42,763	36,400	36,900	**35,500**	39,200	36,800
3951	TRF FM-SEWER	21,904	23,355	19,800	20,100	**23,700**	26,200	24,500
3952	TRF FM-WATER POLL CONTROL	62,043	66,228	52,900	53,600	**65,100**	71,900	67,400
	SUBTOTAL - W & S FUND	124,087	132,346	109,100	110,600	**124,300**	137,300	128,700
		TRANSFERS IN - FLEET SERVICES FUND						
3961	TRF FM-FLEET SERVICES	25,572	27,960	24,600	24,900	**24,400**	26,100	24,500
	SUBTOTAL - FLEET SERVICES	25,572	27,960	24,600	24,900	**24,400**	26,100	24,500
	TOTAL REVENUE	1,167,128	1,254,711	1,170,500	1,186,800	**1,224,400**	1,353,700	1,268,800

Budget (Cont'd)

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9962		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	357,095	370,835	363,900	363,900	**446,400**	460,300	472,900
4006		OTHER PAY	9,639	2,448	9,000	2,000	**9,000**	9,000	9,000
4007		PART TIME	0	23,976	30,000	33,300	**0**	0	0
4009		IMRF	48,915	62,233	50,200	50,000	**55,900**	57,500	59,300
4010		SOCIAL SECURITY	27,483	30,801	30,700	30,700	**32,000**	32,900	34,000
4012		HOSPITALIZATION	72,605	73,214	82,700	80,000	**90,100**	96,300	102,900
4020		SICK PAY	6,845	4,308	7,000	4,500	**7,000**	7,000	8,000
4022		LIFE INSURANCE	400	0	0	0	**0**	0	0
4030		OPEB	311	0	0	0	**0**	0	0
		SUBTOTAL	523,293	567,815	573,500	564,400	**640,400**	663,000	686,100
			SERVICES & CHARGES						
4105	(1)	PROF SVCS-DATA PROCESSING	183,397	178,305	217,900	242,900	**195,900**	247,600	234,600
4110	(2)	TECH & CONSULT SVCS	34,645	63,481	81,000	81,000	**78,000**	128,000	48,000
4115	(3)	COMMUNICATIONS-TELEPHONE	73,540	69,373	68,100	68,100	**68,100**	68,100	68,100
4116	(4)	COMMUNICATIONS-PORTABLE DEV	3,082	7,935	9,100	9,100	**12,000**	12,000	12,000
4117		COMMUNICATIONS-POSTAGE	0	0	200	200	**0**	0	0
4118		COPY/REPRODUCTION	336	709	600	600	**700**	700	700
4159		IRMA INSURANCE	12,980	5,722	5,700	5,600	**5,600**	5,600	5,600
4160		PRINTING	0	20	200	200	**100**	100	100
4161		PUBLICATION OF NOTICES	0	0	200	200	**0**	0	0
4163		CONFERENCES	0	0	7,500	7,500	**7,500**	7,500	7,500
4164		TRAINING	98	0	16,000	16,000	**16,000**	16,000	16,000
4180	(5)	REPAIRS & MAINTENANCE	47,207	46,585	58,300	58,300	**70,800**	75,800	75,800
4192	(6)	DUES/SUBSCRIPTIONS	0	608	1,000	1,000	**1,000**	1,000	1,000
4199		OTHER SERVICES & CHARGES	23	299	0	0	**0**	0	0
		SUBTOTAL	355,308	373,037	465,800	490,700	**455,700**	562,400	469,400
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	1,168	14	0	100	**200**	200	200
4203		CLOTHING SUPPLIES	0	0	0	400	**400**	400	400
4299	(7)	OTHER OPERATING SUPPLIES	19,870	33,876	33,700	33,700	**37,700**	37,700	37,700
		SUBTOTAL	21,038	33,890	33,700	34,200	**38,300**	38,300	38,300
			CAPITAL OUTLAYS						
4304	(8)	EQUIPMENT	245,613	257,683	97,500	97,500	**90,000**	90,000	75,000
		SUBTOTAL	245,613	257,683	97,500	97,500	**90,000**	90,000	75,000
		TOTAL EXPENSES	1,145,252	1,232,425	1,170,500	1,186,800	**1,224,400**	1,353,700	1,268,800
		FUND BALANCE, BEGINNING	46,376	68,252	90,538	90,538	**90,538**	90,538	90,538
		REV. OVER (UNDER) EXP.	21,876	22,286	0	0	**0**	0	0
		FUND BALANCE, ENDING	68,252	90,538	90,538	90,538	**90,538**	90,538	90,538

INFORMATION TECHNOLOGY

Notes

4105 (1) PROF SERV DATA PROCESSING				**195,900**
82,000	IDC SOFTWARE LICENSE	5,000	IDC DATA VAULT BACKUP	
53,000	MICROSOFT LICENSING	16,000	GOOGLE APPS	
10,200	LASERFICHE SOFTWARE MAINTENANCE	3,000	NETWORK MONITORING STATION	
15,000	ESRI ARCVIEW MAINTENANCE	700	ADOBE CREATIVE SUITE LICENSING	
10,000	NEW VMWARE LICENSING	1,000	PAST PERFECT MAINTENANCE	
4110 (2) TECH. & CONSULT. SVCS.				**78,000**
8,000	PHONE SYSTEM SUPPORT	10,000	EXTREME/CISCO SUPPORT	
10,000	CONSULTING, GIS	30,000	CONSULTING, DATA CENTER DESIGN	
20,000	CONSULTING, VMWARE & FIREWALLS			
4115 (3) COMMUNICATIONS-TELEPHONE				**68,100**
3,100	CELL PHONES - IS STAFF	65,000	CIRCUITS, DATA, PHONE, INTERNET	
4116 (4) COMMUNICATIONS - PORTABLE DEVICES				**12,000**
10,000	TABLET TYPE DEVICE	2,000	IPAD STANDARD	
4180 (5) REPAIRS & MAINTENANCE				**70,800**
6,000	PRINTER MAINTENANCE	4,000	SERVER MAINTENANCE	
3,100	PC REPLACEMENT PARTS	10,000	PHONE SYSTEM MAINTENANCE	
4,700	UPS MAINTENANCE	3,000	ACTIVEVOICE MAINTENANCE	
10,000	ACDC PORTAL MAINTENANCE	6,000	MICROWAVE MAINTENANCE	
11,000	POWER DMS MAINTENANCE	6,000	MITEL SOFTWARE MAINTENANCE	
7,000	EXTREME MAINTENANCE			
4192 (6) DUES/SUBSCRIPTIONS				**1,000**
200	MICROSOFT REFERENCE MATERIAL	200	VMWARE REFERENCE MATERIAL	
200	MISC REFERENCE MATERIAL	200	MITEL REFERENCE MATERIAL	
200	GIS REFERENCE MATERIAL			
4299 (7) OTHER OPERATING SUPPLIES				**37,700**
2,000	BACKUP MEDIA	1,000	MISC TOOLS	
20,000	TONER CARTRIDGES	5,500	PLOTTER INK & PAPER	
4,200	DRIVES (SERVERS)	5,000	BATTERY REPLACEMENT-CHLORIDE UPS	
4304 (8) EQUIPMENT				**90,000**
15,000	WORKSTATION REPLACEMENTS	15,000	LAPTOP REPLACEMENTS	
15,000	SERVER UPGRADE	15,000	IP PHONES	
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 FUND (ERF) (64)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9964	**REVENUES**							
		INTEREST INCOME						
3510	INVESTMENT INTEREST	11,296	8,764	0	1,600	**0**	0	0
	SUBTOTAL	11,296	8,764	0	1,600	**0**	0	0
		MISCELLANEOUS REVENUES						
3853	AUCTION/SALE CAPITAL ASSETS	183,429	83,299	0	41,800	**0**	0	0
	SUBTOTAL	183,429	83,299	0	41,800	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3903	TRF FM-COMMUNITY RELATIONS	2,700	4,800	4,900	4,900	**3,000**	3,000	3,000
3904	TRF FM-BUILDING & GROUNDS	2,800	6,600	13,000	13,000	**13,000**	13,000	13,000
3905	TRF FM-POLICE	147,000	188,800	251,200	251,200	**223,000**	206,400	200,900
3906	TRF FM-COMMUNITY DEVELOP.	18,500	17,100	16,800	16,800	**10,300**	12,600	17,900
3907	TRF FM-ELECTRICAL/FORESTRY	65,000	31,900	88,900	88,900	**73,800**	78,900	78,900
3908	TRF FM-STREET	201,100	179,500	231,000	231,000	**245,400**	262,800	253,800
	SUBTOTAL	437,100	428,700	605,800	605,800	**568,500**	576,700	567,500
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	72,800	55,800	63,800	63,800	**58,700**	71,000	64,200
3951	TRF FM-SEWER	132,000	92,700	138,400	138,400	**60,200**	54,400	54,400
3952	TRF FM-WATER POLL. CONTRL	12,200	7,300	14,900	14,900	**14,200**	14,200	16,400
	SUBTOTAL	217,000	155,800	217,100	217,100	**133,100**	139,600	135,000
		TRANSFERS IN - FLEET SERVICES & INFORMATION SYSTEMS						
3961	TRF FM-FLEET SERVICES	5,900	5,100	2,100	2,100	**2,100**	2,100	2,100
	SUBTOTAL	5,900	5,100	2,100	2,100	**2,100**	2,100	2,100
	TOTAL REVENUE	854,725	681,663	825,000	868,400	**703,700**	718,400	704,600

EQUIPMENT REPLACEMENT FUND (ERF) (64)

Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9964	**EXPENSES**							
		CAPITAL OUTLAYS - GENERAL FUND						
4342	ERF EQUIP-COMM RELATIONS	0	0	0	0	**30,000**	0	0
4343	ERF EQUIP-BUILDING & GROUNDS	6,237	0	40,000	39,400	**67,000**	0	0
4344	ERF EQUIP-POLICE	89,365	250,241	283,000	320,900	**247,500**	236,000	217,500
4345	ERF EQUIP-COMM DEVELOP	20,841	0	0	0	**88,000**	24,000	74,000
4346	ERF EQUIP-ELECT/FORESTRY	163,146	11,084	160,000	154,200	**132,000**	130,000	0
4347	ERF EQUIP-STREET	109,070	376,257	134,012	165,300	**240,000**	116,000	250,000
	SUBTOTAL	388,659	637,582	617,012	679,800	**804,500**	506,000	541,500
		CAPITAL OUTLAYS - WATER & SEWER FUND						
4350	ERF EQUIP-WATER	0	184,298	25,000	28,100	**35,000**	110,000	186,000
4351	ERF EQUIP-SEWER	411,361	0	153,988	153,600	**130,000**	125,000	0
4352	ERF EQUIP-WATER POL. CTRL	0	0	49,000	39,100	**0**	0	26,000
	SUBTOTAL	411,361	184,298	227,988	220,800	**165,000**	235,000	212,000
		CAPITAL OUTLAYS - FLEET SERVICES						
4361	ERF EQUIP-FLEET SERVICES	0	0	0	0	**25,000**	0	0
	SUBTOTAL					**25,000**	**0**	**0**
	TOTAL EXPENSES	800,020	821,880	845,000	900,600	**994,500**	741,000	753,500
	WORKING CASH, BEGINNING	6,258,623	6,313,328	6,282,049	6,282,049	**6,249,849**	5,959,049	5,936,449
	REV. OVER (UNDER) EXP.	54,705	(31,279)	(20,000)	(32,200)	**(290,800)**	(22,600)	(48,900)
	WORKING CASH, ENDING	6,313,328	6,282,049	6,262,049	6,249,849	**5,959,049**	5,936,449	5,887,549

EQUIPMENT REPLACEMENT FUND (ERF)

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

Community Relations	A-15	2007 Chevrolet Uplander	$	30,000
		Subtotal Com Rel	$	30,000
Building & Grounds	New	2016 Toolcat Utility Vehicle	$	67,000
		Subtotal B&G	$	67,000
Police	342	2010 Chevrolet Impala	$	42,500
Police	346	2009 Chevrolet Impala	$	42,500
Police	347	2012 Ford Explorer	$	42,500
Police	348	2010 Chevrolet Impala	$	42,500
Police	357	2011 Chevrolet Impala	$	42,500
Police	375	2008 Chevrolet Impala	$	35,000
		Subtotal Police	$	247,500
Community Development	A-4	2004 Chevrolet Cavalier	$	21,000
Community Development	A-20	2004 Chevrolet Cavalier	$	16,000
Community Development	A-25	2008 Chevrolet Impala	$	30,000
Community Development	T-15	2006 Chevrolet Colorado	$	21,000
		Subtotal Com Dev	$	88,000
Electrical & Forestry	T-48	2007 Ford F550 Crew Cab	$	62,000
Electrical & Forestry	T-58	2007 Chevrolet Colorado	$	25,000
Electrical & Forestry	T-63	1992 Case Loader	$	45,000
		Subtotal E&F	$	132,000
Street	T-13	2007 Chevrolet Colorado	$	25,000
Street	T-62	1996 John Deere Loader	$	200,000
Street	E-3	2014 Sweepster Broom	$	15,000
		Subtotal Street	$	240,000
Fleet	New	2016 Spray Unit for Anti-Icing Application	$	15,000
Fleet	New	2016 Cross Conveyor Spreader	$	10,000
		Subtotal Fleet	$	25,000
		TOTAL GENERAL FUND	**$**	**829,500**

EQUIPMENT REPLACEMENT FUND (ERF)

Notes (Cont'd)

4300 Capital Outlays (Cont'd)

WATER/SEWER REPLACEMENTS

Water	T-57	2008 Ford F350		$ 35,000
			Subtotal Water	$ 35,000
Sewer	T-55	2003 Chevrolet Van		$ 40,000
		Skid Mounted Camera		$ 90,000
			Subtotal Sewer	$ 130,000
		TOTAL WATER/SEWER FUND		**$165,000**
		TOTAL EXPENDITURES		**$994,500**

(BLANK)

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.

Illinois EPA Loan 1 – **$6,457,340** issued in 2015. Semi-annual installments at 1.93% simple interest. This loan was used to replace/rebuild six Sewer Lift Stations that ranged in age from 30-40 years old in addition to work at both the Addison North and Addison South AJ La Rocca Wastewater Treatment Plant.

Series 2006 A - $3,075,000 General Obligation (GO) Refunding Bond. This bond refunded the 2005 issue and is 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.

Series 2006 C - $6,900,000 GO Bond. 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. This was refunded in 2015.

Series 2007 - $6,100,000 General Obligation Bonds. 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. This was refunded in 2015.

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

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

Series 2011 - $2,835,000 General Obligation Refunding Bonds. 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.

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

DEBT SERVICE FUND

Narrative (Cont'd)

Series 2015 - $8,995,000 General Obligation Refunding Bonds. This issue is to refund a portion of the 2006C and 2007 General Obligation Bonds. This bond will be paid with part of the .25% Sales Tax Increment.

Illinois EPA Loan 2 – **$1,641,892** issued in 2015. Semi-annual installments at 2.21% simple interest. This loan was used to continue work at various water treatment facilities.

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 FUND (92)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9992	**REVENUES**							
		TAXES						
3001	PROPERTY TAXES	896,227	902,913	897,188	901,175	**904,455**	898,645	902,403
3005	REPLACEMENT TAXES	54,784	53,451	30,000	33,257	**30,000**	30,000	30,000
3031	SALES TAX INCREMENT	1,767,929	1,731,009	1,871,500	1,990,000	**1,801,900**	1,856,000	1,911,700
	SUBTOTAL	2,718,940	2,687,373	2,798,688	2,924,432	**2,736,355**	2,784,645	2,844,103
		INTEREST INCOME						
3510	INVESTMENT INTEREST	3,129	2,067	1,000	1,000	**1,000**	1,000	1,000
3520	INT ON PROPERTY TAX	24	16	0	0	**0**	0	0
	SUBTOTAL	3,153	2,083	1,000	1,000	**1,000**	1,000	1,000
		BOND RECEIPTS						
3710	BOND PROCEEDS	0	0	0	0	**11,500,000**	0	0
	SUBTOTAL	0	0	0	0	**11,500,000**	0	0
		TRANSFERS IN						
3940	TRANSFER FROM CAP	0	0	0	0	**75,000**	75,000	150,000
3999	TRANSFER from DEA	0	0	0	0	**0**	0	150,000
3944	TRANSFER FROM PUB BLDG	1,200,000	1,200,000	1,200,000	1,200,000	**1,300,000**	1,300,000	1,300,000
	SUBTOTAL	1,200,000	1,200,000	1,200,000	1,200,000	**1,375,000**	1,375,000	1,600,000
	TOTAL REVENUES	3,922,093	3,889,456	3,999,688	4,125,432	**15,612,355**	4,160,645	4,445,103
9992	**EXPENDITURES**							
		DEBT SERVICE						
4705	NEW IEPA LOAN 1 - PRINCIPAL	0	0	460,000	131,014	**270,085**	275,323	280,663
4706	NEW IEPA LOAN 1 - INTEREST	0	0	150,000	132,899	**120,822**	115,584	110,245
4707	FISCAL CHARGES	17,480	3,828	10,000	2,000	**10,000**	10,000	10,000
4730	2006A G.O. REF (05) PRINC	160,000	160,000	165,000	165,000	**165,000**	175,000	180,000
4731	2006A G.O. REF (05) INT	116,313	110,313	104,312	104,313	**96,887**	89,463	81,588
4734	2006C G.O. LIB BONDS PRINC	300,000	320,000	345,000	345,000	**370,000**	400,000	0
4735	2006C G.O. LIB BONDS INT	257,348	245,798	233,478	233,477	**29,645**	15,400	0
4736	2007 G.O. LIB BONDS PRINC	260,000	285,000	305,000	305,000	**330,000**	0	0
4737	2007 G.O. LIB BONDS INT	228,400	218,325	207,281	207,281	**12,788**	0	0
4738	2008 G.O. REF 1998 PRINC	265,000	300,000	340,000	340,000	**385,000**	435,000	920,000
4739	2008 G.O. REF 1998 INT	210,950	201,675	190,800	190,800	**178,050**	162,650	145,250
4740	2010 G.O. BOND PRINC	125,000	130,000	135,000	135,000	**140,000**	145,000	150,000
4741	2010 G.O. BOND INT	136,963	135,088	132,423	132,423	**129,655**	125,945	122,103
4742	2011 G.O. REF 2002 PRINC	510,000	495,000	485,000	485,000	**470,000**	470,000	0
4743	2011 G.O. REF 2002 INT	77,200	67,000	52,150	52,150	**37,600**	18,800	0
4744	2012 G.O. REF 2004 PRINC	205,060	208,929	550,000	550,000	**570,000**	580,000	600,000
4745	2012 G.O. REF 2004 INT	39,736	35,634	81,300	81,300	**64,800**	47,700	30,300
4746	NEW IEPA LOAN 2 - PRINCIPAL	0	0	72,025	0	**68,187**	69,703	71,252
4747	NEW IEPA LOAN 2 - INTEREST	0	0	0	0	**35,911**	34,395	32,847
4748	2015 G.O. REF 2006C & 07 PRINC	0	0	0	0	**0**	340,000	770,000
4749	2015 G.O. REF 2006C & 07 INT	0	0	0	0	**324,342**	312,200	305,400
PROJ	**2016 GO - ACDC PRINC*	0	0	0	0	***0***	*0*	*405,000*
PROJ	**2016 GO - ACDC INT*	0	0	0	0	***0***	*469,583*	*402,500*
	SUBTOTAL	2,909,450	2,916,590	4,018,768	3,592,656	**3,808,772**	4,291,746	4,617,147

DEBT SERVICE FUND (92)

Budget (Cont'd)

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9992	**EXPENDITURES (Cont'd)**							
		TRANSFERS OUT						
4910	TRANSFER TO GENERAL	0	600,000	0	0	**0**	0	0
4940	TRANSFER TO CAPITAL PROJ	0	0	0	0	**5,040,000**	4,222,400	0
4950	TRANSFER TO WATER & SEWER	800,809	200,619	0	0	**500,000**	736,200	1,001,400
4964	TRANSFER TO EQUIP REPL	187,095	186,918	0	0	**0**	0	0
	SUBTOTAL	987,904	987,537	0	0	**5,540,000**	4,958,600	1,001,400
	TOTAL EXPENDITURES	3,897,354	3,904,127	4,018,768	3,592,656	**9,348,772**	9,250,346	5,618,547
	FUND BALANCE, BEGINNING	1,761,555	1,786,294	1,771,623	1,771,623	**2,304,399**	8,567,982	3,478,280
	REV. OVER (UNDER) EXP.	24,739	(14,671)	(910)	532,776	**6,263,583**	(5,089,701)	(1,173,444)
	FUND BALANCE, ENDING	1,786,294	1,771,623	1,776,775	2,304,399	**8,567,982**	3,478,280	2,304,836

** 2016 G.O. PROJECTED*

It is anticipated that a $11,500,000 General Obligation Bond will be issued late in calendar 2016 to be used for construction of the Addison Consolidated Dispatch Center and other capital projects. The numbers included here and in the CIP/Debt Service section are estimates. The actual may be higher or lower depending on interest rates on the sale date.

Note: For cash flow purposes during the entire year, the Village is working to reach a fund balance that is 50% of the debt payments as of April 30th of each year.

DEBT SERVICE TO MATURITY

Fiscal year Ending	GENERAL OBLIGATION BONDS *				ILLINOIS EPA LOAN 1 & 2		
April 30,	PRINCIPAL	INTEREST	TOTAL		PRINCIPAL	INTEREST	TOTAL
2017	2,430,000	873,766	3,303,766		338,273	156,733	495,007
2018	2,545,000	772,158	3,317,158		345,026	149,980	495,007
2019	2,620,000	684,640	3,304,640		351,915	143,092	495,007
2020	2,735,000	592,565	3,327,565		358,941	136,065	495,007
2021	2,215,000	494,645	2,709,645		366,108	128,898	495,007
2022	1,275,000	404,955	1,679,955		373,419	121,588	495,007
2023	1,340,000	362,610	1,702,610		380,876	114,131	495,007
2024	1,425,000	308,705	1,733,705		388,482	106,524	495,007
2025	1,505,000	249,943	1,754,943		396,241	98,765	495,007
2026	1,590,000	187,920	1,777,920		404,155	90,851	495,007
2027	1,670,000	122,370	1,792,370		412,228	82,778	495,007
2028	230,000	53,530	283,530		420,463	74,543	495,007
2029	245,000	41,340	286,340		428,863	66,144	495,007
2030	260,000	28,355	288,355		437,431	57,576	495,007
2031	275,000	14,575	289,575		446,171	48,836	495,007
2032	0	0	0		455,086	39,921	495,007
2033	0	0	0		464,180	30,827	495,007
2034	0	0	0		473,456	21,551	495,007
2035	0	0	0		482,918	12,089	495,007
2036	0	0	0		245,066	2,437	247,503
2037	0	0	0		0	0	0
2038	0	0	0		0	0	0
BALANCE	**22,360,000**	**5,192,076**	**27,552,076**	**0**	**7,969,299**	**1,683,329**	**9,652,628**

*GENERAL OBLIGATION BONDS *It is anticipated that a $11,500,000 General Obligation Bond will be issued late in calendar 2016 to be used for construction of the Addison Consolidated Dispatch Center and other capital projects. The projected payments for this debt are not included as they are not sold as of April 20, 2016*

DEBT SERVICE FUND (92)

GENERAL OBLIGATION BOND DEBT ISSUE PAYMENT SCHEDULES

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

DATE	PRINCIPAL	INTEREST	TOTAL
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	**2,310,000**	**618,020**	**2,928,020**

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2016-17	370,000	29,645	399,645
FY 2017-18	400,000	15,400	415,400
BALANCE	**770,000**	**45,045**	**815,045**

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2016-17	330,000	12,788	342,788
			0
BALANCE	**330,000**	**12,788**	**342,788**

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

DATE	PRINCIPAL	INTEREST	TOTAL
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	**3,725,000**	**635,700**	**4,360,700**

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2016-17	470,000	37,600	507,600
FY 2017-18	470,000	18,800	488,800
BALANCE	**940,000**	**56,400**	**996,400**

$3.5 M 2010 G.O. BOND

DATE	PRINCIPAL	INTEREST	TOTAL
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	**2,925,000**	**1,264,633**	**4,189,633**

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

DATE	PRINCIPAL	INTEREST	TOTAL
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	**2,365,000**	**155,100**	**2,520,100**

$8.995 M 2015 G.O. BOND (2006C & 2007 partial)

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2016-17	0	324,341	324,341
FY 2017-18	340,000	312,200	652,200
FY 2018-19	770,000	305,400	1,075,400
FY 2019-20	800,000	290,000	1,090,000
FY 2020-21	845,000	266,000	1,111,000
FY 2021-22	895,000	240,650	1,135,650
FY 2022-23	945,000	213,800	1,158,800
FY 2023-24	1,010,000	176,000	1,186,000
FY 2024-25	1,070,000	135,600	1,205,600
FY 2025-26	1,130,000	92,800	1,222,800
FY 2026-27	1,190,000	47,600	1,237,600
BALANCE	**8,995,000**	**2,404,391**	**11,399,391**

Details for the proposed 2016, $11.5M, G.O. Bond have not been included as the debt has not been issued yet.

(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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET	2020-21 BUDGET
9940	**REVENUES**									
		INTERGOVERNMENTAL REVENUES								
3410	GRANTS - FED. CMAQ I-290 PED BRIDGE									
	HMGP 2008 BUYOUTS	0	1,497,808	0	756,279	**794,800**	0	0	0	0
	HMGP 2010 BUYOUTS	0	0	661,000	0	**656,000**	0	0	0	0
3420	GRANTS - ST. OF ILLINOIS									
	DCEO 2008 BUYOUTS	0	0	829,600	0	**0**	0	0	0	0
	HUD/CDBG 2010 BUYOUTS	0	0	110,000	0	**110,000**	0	0	0	0
	SALT CREEK GREENWAY TRAIL	48,642	0	0	0	**0**	0	0	0	0
3430	GRANTS - LOCAL									
	DUPAGE FOREST PRESERVE	0	6,643	0	0	**0**	0	0	0	0
	SUBTOTAL	48,642	1,504,451	1,600,600	756,279	**1,560,800**	0	0	0	0
		INTEREST INCOME								
3510	INVESTMENT INTEREST	9	3,171	200	215	**0**	0	0	0	0
	SUBTOTAL	9	3,171	200	215	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3802	REIMB-INS CLAIM-PROPERTY	0	62,832	0	0	**0**	0	0	0	0
3868	IRMA COMP LOSS - NOISE WALL	0	0	0	32,957	**0**	0	0	0	0
3899	MISCELLANEOUS REVENUES									
	ETSB REIMBURSEMENT	0	0	0	0	**1,769,500**	0	0	0	0
	ACDC RESERVE CONTRIBUTION	0	0	160,000	760,000	**0**	0	0	0	0
	SUBTOTAL	0	62,832	160,000	792,957	**1,769,500**	0	0	0	0
		TRANSFERS IN								
3992	TRANSFER FROM DEBT SERVICE	0	0	0	0	**5,040,000**	4,222,400	0	0	0
	SUBTOTAL	0	100,000	0	0	**5,040,000**	4,222,400	0	0	0
	TOTAL REVENUES	48,651	1,670,454	1,760,800	1,549,451	**8,370,300**	4,222,400	0	0	0
9940	**EXPENDITURES**									
		SERVICES & CHARGES								
4123	REAL ESTATE TAXES	0	0	0	572	**0**	0	0	0	0
4160	PUBLICATION OF NOTICES	0	149	0	0	**0**	0	0	0	0
4180	REPAIRS & MAINTENANCE	15,280	108	500	0	**0**	0	0	0	0
	SUBTOTAL	15,280	257	500	572	**0**	0	0	0	0
		CAPITAL IMPROVEMENT PROJECTS								
4475	NOISE WALLS-REPAIR	10,614	71,361	0	92,324	**0**	0	0	0	0
4483	I-290 BRIDGE	5,073	9,192	0	0	**0**	0	0	0	0
4572	FEMA & STATE 08	7,000	1,497,808	1,913,964	756,279	**794,800**	0	0	0	0
4584	FEMA & STATE 10	0	0	861,500	0	**766,000**	0	0	0	0
4601	ACDC EXPANSION	0	0	160,000	169,924	**6,809,500**	4,222,400	0	0	0
	SUBTOTAL	22,687	1,578,361	2,935,464	1,018,527	**8,370,300**	4,222,400	0	0	0
		TRANSFERS OUT								
4992	TRANSFER TO DEBT SERVICE	0	0	0	0	**75,000**	75,000	150,000	150,000	0
	SUBTOTAL	0	0	0	0	**75,000**	75,000	150,000	150,000	0
	TOTAL EXPENDITURES	37,967	1,578,618	2,935,964	1,019,099	**8,445,300**	4,297,400	150,000	150,000	0
	FUND BALANCE, BEGINNING	52,045	62,729	154,565	154,565	**684,917**	609,917	534,917	384,917	234,917
	REV. OVER (UNDER) EXP.	10,684	91,836	(1,175,164)	530,352	**(75,000)**	(75,000)	(150,000)	(150,000)	0
	FUND BALANCE, ENDING	62,729	154,565	(1,020,599)	684,917	**609,917**	534,917	384,917	234,917	234,917

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 (DCEO) 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.

3899 Miscellaneous Revenue - ETSB Reimbursement

Funds from the ETSB to offset costs of adding space in the new Addison Consolidated Dispatch Center (ACDC), to serve as a backup facility for Du-Comm.

3992 Transfer from Debt Service

Transfer of funds from a GO Bond that will be issued to pay for the new ACDC facility.

Expenditures

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.

4601 ACDC Expansion

The Addison Consolidated Dispatch Center is in the process of expanding the communities it will be providing service to. Plans for a new ACDC facility are underway. It is anticipated the building of the facility will begin mid Fiscal 2017.

4992 Transfer to Debt Service

Transfer of funds to Debt Service to offset the payment on the ACDC GO Bond.

REDEVELOPMENT FUND (42)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET	2020-21 BUDGET
9942	**REVENUES**									
		INTEREST INCOME								
3510	INVESTMENT INTEREST	158	5	0	6	**0**	0	0	0	0
	SUBTOTAL	158	5	0	6	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3899	MISCELLANEOUS REVENUES	2,671	0	0	0	**0**	0	0	0	0
	SUBTOTAL	2,671	0	0	0	**0**	0	0	0	0
		TRANSFERS IN								
3910	TRANSFER FROM GENERAL FUND	0	5,731	0	0	**0**	0	0	0	0
3945	TRANSFER FROM TIF #1	0	112,700	0	0	**0**	0	0	0	0
3992	TRANSFER FROM DEBT SERVICE	0	0	0	0	**0**	0	0	0	0
	SUBTOTAL	0	118,431	0	0	**0**	0	0	0	0
	TOTAL REVENUES	2,829	118,436	0	6	**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 - WATERMAI	0	0	29,600	14,493	**0**	0	0	0	0
	ARMY AT/AND MILL - ROAD	0	0	34,400	38,227	**0**	0	0	0	0
4498	WESTWOOD CREEK STABILIZATIO	0	0	48,700	46,102	**0**	0	0	0	0
	SUBTOTAL - TIF #1 BALANCES	0	0	112,700	98,822	**0**	0	0	0	0
4479	SIDEWALK TRIP-HAZARD	0	0	0						
	SUBTOTAL	0	0	112,700	98,822	**0**	0	0	0	0
		TRANSFERS OUT								
4944	TRANSFER TO PUBLIC BUILDING	0	0	0	0	**13,890**	0	0	0	0
4950	TRANSFER TO WATER	0	0	0	0	**0**	0	0	0	0
	SUBTOTAL	0	0	0	0	**13,890**	0	0	0	0
	TOTAL EXPENDITURES	0	0	112,700	98,822	**13,890**	0	0	0	0
	FUND BALANCE, BEGINNING	(8,559)	(5,730)		112,706	**13,890**	0	0	0	0
	REV. OVER (UNDER) EXP.	2,829	118,436	(112,700)	(98,816)	**(13,890)**	0	0	0	0
	FUND BALANCE, ENDING	(5,730)	112,706		13,890	**0**	0	0	0	0

REDEVELOPMENT FUND

Notes

Expenditures

4944 Transfer to Public Building Fund

Accounts for the transfer of the balance of funds in the Redevelopment fund to the Public Building Fund.

PUBLIC BUILDING FUND (44)

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9944		**REVENUES**							
			TAXES						
3031		SALES TAX INCREMENT	1,767,929	1,731,009	1,871,500	1,990,000	**1,801,900**	1,856,000	1,911,700
		SUBTOTAL	1,767,929	1,731,009	1,871,500	1,990,000	**1,801,900**	1,856,000	1,911,700
			INTEREST INCOME						
3510		INVESTMENT INTEREST	(56)	(9)	0	100	**10**	0	0
		SUBTOTAL	(56)	(9)	0	100	**10**	0	0
			MISCELLANEOUS REVENUES						
3899		MISCELLANEOUS REVENUES							
		ETSB REIMBURSEMENT - MICROWAVE	0	0	0	140,200	**0**	0	0
		SUBTOTAL	0	0	0	140,200	**0**	0	0
			TRANSFERS IN						
3942		TRANSFER FROM REDEVELOPMENT	0	0	0	0	**13,890**	0	0
		SUBTOTAL	0	0	0	0	**13,890**	0	0
		TOTAL REVENUES	1,767,873	1,731,000	1,871,500	2,130,300	**1,815,800**	1,856,000	1,911,700
9944		**EXPENDITURES**							
			CAPITAL IMPROVEMENT PROJECTS						
4404		***PUBLIC WORKS FACILITY:***	0	0	0	956	**0**	0	0
		PW UPS	0	0	45,000	45,000	**0**	0	0
	E/F	PAINT PW BLDG	0	0	0	0	**0**	41,000	0
		SPOIL BIN COVERS	0	0	80,000	80,000	**0**	0	0
		SPOIL BIN TREATMENT	0	0	30,000	30,000	**0**	0	0
	FS	333 S VILLA DAY TANK	0	0	0	0	**20,000**	0	0
	FS	FUEL SYSTEM ELECT SYST UPGRADE	0	0	0	0	**50,000**	0	0
		SUBTOTAL - PUBLIC WORKS FACILITY	0	0	155,000	155,956	**70,000**	41,000	0
4405		***VILLAGE HALL/POLICE FACILITY:***	43,987	257,334	0	0	**0**	0	0
	IT	VILLAGE HALL CORE	0	0	0	0	**36,000**	0	0
	IT	MICROWAVE UPGRADE	0	0	0	0	**50,000**	0	0
	IT	SAN SHELF	0	0	0	0	**60,000**	0	0
	IT	COPIERS - 5	0	0	0	0	**55,000**	0	0
	IT	PHONE SWITCH	0	0	14,000	9,595	**0**	0	0
	IT	CONSULTANT - FINANCIAL SOFTWARE	0	0	0	0	**70,000**	475,000	25,000
		CARPET REPLACEMENT	0	0	0	0	**0**	0	250,000
		MICROWAVE INF INSTALL & MOTO CONNECT	0	0	0	140,215	**0**	0	0
		ACDC CHAIRS	0	0	0	1,476	**0**	0	0
		ACDC 2 WKSTA FOR GH (RES)	0	0	0	6,500	**0**	0	0
		LIVESCAN - ITOUCH BIOMETRICS	0	0	0	31,800	**0**	0	0
	B/ G	VILLAGE HALL HUMIDIFICATION	0	0	10,000	6,149	**45,000**	0	0
	B/ G	HVAC CONTROL UPGRADE	0	0	75,000	89,187	**0**	0	0
	B/ G	ROTUNDA FLOOR RECONDITION	0	0	32,000	39,700	**0**	0	0
	B/ G	PD FLOOR TILE	0	0	20,000	56,000	**0**	0	0
	B/ G	VILLAGE HALL INTERIOR PAINTING	0	0	20,000	20,000	**0**	0	0
	B/ G	ELEVATOR CODE COMPLIANCE	0	0	10,000	10,000	**0**	0	0
	B/ G	FOUNTAIN REPAIRS	0	0	3,000	3,000	**0**	0	0
	B/G	ACCESS CONTROL	0	0	0	0	**25,000**	0	0
	B/G	EVID OFFICE FURN	0	0	0	0	**13,000**	0	0
	B/G	NEW OFFICE TASK CHAIRS	0	0	0	0	**13,800**	13,800	13,800
	B/G	PD TRAINING CHAIRS	0	0	0	0	**9,600**	0	0
	B/G	URBAN PLAZA LIGHTING	0	0	0	0	**18,000**	0	0

PUBLIC BUILDING FUND (44)

Budget (Cont'd)

ACCT. NO.		ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9944		**EXPENDITURES (Cont'd)**							
			CAPITAL IMPROVEMENT PROJECTS (CONT'D)						
4405		***VILLAGE HALL/POLICE FACILITY: (Cont'd)***							
	B/G	ROOF INSPECTION & REPAIRS	0	0	0	0	**15,000**	0	0
	B/ G	REPLACE/REFURBISH OFFICE CHAIRS	0	0	0	0	**24,000**	0	0
	B/ G	PARKING LOT SEALCOAT	0	0	0	0	**0**	0	350,000
	CR	CONTROL ROOM QC	0	0	0	0	**17,000**	0	0
	CR	ROTUNDA SOUND SYSTEM	0	0	0	0	**10,000**	0	0
	POL	I-RECORD	0	0	20,000	11,980	**0**	0	0
	POL	COPIER	0	0	8,200	8,189	**0**	0	0
		SUBTOTAL- VILLAGE HALL/POLICE FACILITY	43,987	257,334	212,200	433,791	**461,400**	488,800	638,800
4413		***HISTORICAL BUILDINGS***	0	44,929	0	0	**0**	0	0
		SIDING - GARAGE	0	0	7,400	5,220	**0**	0	0
	B/G	HIST PAVERS	0	0	0	0	**25,000**	0	0
	CR	HISTORICAL SIGN	0	0	25,000	19,890	**0**	0	0
		SUBTOTAL- HISTORICAL BUILDINGS	0	44,929	32,400	25,110	**25,000**	0	0
4450		***DRISCOLL PROPERTY***	9,485	140,406	0	0	**0**	0	0
		BLEACHER DEMOLITION	0	0	0	9,500	**0**	0	0
		SUBTOTAL- DRISCOLL PROPERTY	9,485	140,406	0	9,500	**0**	0	0
4537		***SEWER AND WASTEWATER FACILITIES***							
	WPC	CSO WETWELL ENTRANCE DOOR	0	0	2,700	2,700	**0**	0	0
	WPC	REPLACE VARIOUS EXTERIOR DOORS & FRAMES	0	0	7,000	6,000	**0**	0	0
	WPC	AJL NORTH ENTRANCE GATE	0	0	3,000	3,185	**0**	0	0
	WPC	AJL LIGHTING FIXTURES FOR BUILDINGS	0	0	4,000	5,136	**0**	0	0
	WPC	CSO LIGHT FIXTURES	0	0	0	0	**6,500**	0	0
	WPC	LIGHTING FIXTURES - NTP	0	0	0	0	**10,100**	0	0
	WPC	OVERHEAD DOOR REPLACEMENT	0	0	0	0	**34,000**	25,000	0
	WPC	EMPLOYEE BREAK ROOM	0	0	0	0	**0**	0	7,500
		SUBTOTAL - SEWER AND WASTEWATER	0	0	16,700	17,021	**50,600**	25,000	7,500
		SUBTOTAL - CAPITAL IMPROVEMENT	53,472	442,669	416,300	641,378	**607,000**	554,800	646,300
			TRANSFERS OUT						
4910		TRANSFER TO GENERAL FUND	300,000	70,000	500,000	0	**350,000**	0	0
4940		TRANSFER TO CAPITAL PROJECTS	0	100,000	0	0	**0**	0	0
4947		TRANSFER TO TIF #3	0	0	70,000	70,000	**0**	0	0
4992		TRANSFER TO DEBT SERVICE	1,200,000	1,200,000	1,200,000	1,200,000	**1,300,000**	1,300,000	1,300,000
		SUBTOTAL - TRANSFERS OUT	1,500,000	1,370,000	1,770,000	1,270,000	**1,650,000**	1,300,000	1,300,000
		TOTAL EXPENDITURES	1,553,472	1,812,669	2,186,300	1,911,378	**2,257,000**	1,854,800	1,946,300
		FUND BALANCE, BEGINNING	92,674	307,075		225,406	**444,328**	3,128	4,328
		REV. OVER (UNDER) EXP.	214,401	(81,669)	(314,800)	218,922	**(441,200)**	1,200	(34,600)
		FUND BALANCE, ENDING	307,075	225,406		444,328	**3,128**	4,328	(30,272)

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.

3942 Transfer from Redevelopment Fund

This transfers the balance in the Redevelopment Fund to the Public Building Fund.

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.

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.

(BLANK)

TIF #1 FUND

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 FUND - GREEN OAKS (45)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**
9945	**REVENUES**					
		TAXES				
3006	PROPERTY TAX INCREMENT	851,400	822,208	0	0	**0**
	SUBTOTAL	851,400	822,208	0	0	**0**
		INTEREST INCOME				
3510	INVESTMENT INTEREST	283	174	0	0	0
3520	INTEREST ON PROPERTY TAX	6	0	0	0	0
	SUBTOTAL	289	174	0	0	**0**
	TOTAL REVENUES	851,689	822,382	0	0	**0**
9945	**EXPENDITURES**					
		SERVICES & CHARGES				
4101	PROF SVCS.-AUDIT	293	246	0	0	**0**
4194	PERMIT FEE PAYMENTS	6,996	0	0	0	**0**
4199	OTHER SERVICES AND CHARGES	0	0	0	0	**0**
	SUBTOTAL	7,289	246	0	0	**0**
		CAPITAL IMPROVEMENT PROJECTS				
4429	STREET RESURFACING	0	0	0	0	**0**
	ARMY AT/AND MILL - WATERMAIN	0	0	0	0	**0**
	ARMY AT/AND MILL - ROAD	0	0	0	0	**0**
4498	WESTWOOD CREEK STABILIZATION	91,741	716,857	0	0	**0**
	SUBTOTAL	91,741	716,857	0	0	**0**
		TRANSFERS OUT				
4940	TRANSFER TO CAPITAL PROJECTS FOR FUTURE PAYMENT - TIF CLOSED					
	ARMY AT/AND MILL - WATERMAIN	0	29,600	0	0	**0**
	ARMY AT/AND MILL - ROAD	0	34,400	0	0	**0**
	WESTWOOD CREEK STABLZN	0	48,700	0	0	**0**
	SUBTOTAL - TR TO CAP PROJ	0	112,700	0	0	**0**
	CLOSE FUND TRANSFER TO COUNTY	0	1,386,564	0	**0**	**0**
	TOTAL EXPENDITURES	99,030	2,216,367	0	0	**0**
	FUND BALANCE, BEGINNING	641,326	1,393,985		0	**0**
	REV. OVER (UNDER) EXP.	752,659	(1,393,985)	0	0	**0**
	FUND BALANCE, ENDING	1,393,985	0		0	**0**

This TIF was closed effective 12/31/14.

TIF #2 FUND

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. This TIF will expire in October, 2017.

TIF #2 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			131,000	@ 4/30/16
2016-17	235,500	365,300	1,200	
2017-18	235,500	236,700	0	
2018-19	0	0	0	

TIF #2 FUND - MICHAEL LANE (46)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	Thru 10/2017 2017-18 BUDGET	2018-19 BUDGET
9946	**REVENUES**							
		TAXES						
3006	PROPERTY TAX INCREMENT	341,263	245,373	240,000	235,416	**235,500**	235,500	0
	SUBTOTAL	341,263	245,373	240,000	235,416	**235,500**	235,500	0
		INTEREST INCOME						
3510	INVESTMENT INTEREST	3,335	57	0	84	**0**	0	0
3520	INTEREST ON PROPERTY TAX	3	4	0	0	**0**	0	0
	SUBTOTAL	3,338	61	0	84	**0**	0	0
	TOTAL REVENUES	344,601	245,434	240,000	235,500	**235,500**	235,500	0
9946	**EXPENDITURES**							
		SERVICES & CHARGES						
4101	PROF SVCS-AUDITING	293	246	300	285	**300**	300	0
4123	REAL ESTATE TAXES	2,848	0	0	0	**0**	0	0
4170	PUBLIC UTIL-GAS HEAT	0	0	0	482	**0**	0	0
4199	OTHER SERVICES & CHARGES	1,604	1,704	0	0	**0**	0	0
	IRON MTN STORAGE	0	0	0	1,620	**0**	0	0
	FACADE IMPRVMNTS	0	0	200,000	0	**0**	0	0
	LOT PYRAMID	0	0	0	0	**40,000**	0	0
	SUBTOTAL	4,745	1,950	200,300	2,387	**40,300**	300	0
		CAPITAL IMPROVEMENT PROJECTS						
4304	EQUIPMENT	9,975	0	0	0	**0**	0	0
4306	LAND ACQUISITION	982,580	0	0	17,600	**0**	0	0
4307	PARK DEVELOPMENT	15,000	168,488	0	0	**0**	0	0
	SUBTOTAL	1,007,555	168,488	0	17,600	**0**	0	0
		MISCELLANEOUS EXPENSES						
4839	DEV. INCENTIVE/ LAND ACQ	2,500	0	0	0	**0**	0	0
	SUBTOTAL	2,500	0	0	0	**0**	0	0
		TRANSFERS OUT						
4947	TRANSFER TO TIF #3	250,000	0	425,000	425,000	**325,000**	236,400	0
	SUBTOTAL	250,000	0	425,000	425,000	**325,000**	236,400	0
	TOTAL EXPENDITURES	1,264,800	170,438	625,300	444,987	**365,300**	236,700	0
	FUND BALANCE, BEGINNING	1,247,825	265,491	340,487	340,487	**131,000**	1,200	(0)
	REV. OVER (UNDER) EXP.	(982,334)	74,996	(385,300)	(209,487)	**(129,800)**	(1,200)	0
	FUND BALANCE, ENDING	265,491	340,487		131,000	**1,200**	(0)	(0)

This TIF will expire in October, 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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TIF #3 FUND

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	
			297,246	@ 4/30/16
2016-17	334,624	540,300	91,570	
2017-18	246,024	300,300	37,294	
2018-19	9,624	300	46,618	
2019-20	9,624	300	55,942	
2020-21	9,624	300	65,266	
2021-22	45,000	300	110,266	
2022-23	45,000	300	155,266	
2023-24	45,000	300	200,266	
2024-25	45,000	300	245,266	
2025-26	45,000	300	290,266	
2026-27	45,000	300	335,266	
2027-28	45,000	300	380,266	
2028-29	45,000	300	425,266	
2029-30	45,000	300	470,266	
2030-31	45,000	300	515,266	

TIF #3 FUND - TOWN CENTER (47)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET	2020-21 BUDGET
9947	**REVENUES**									
		TAXES								
3006	PROPERTY TAX INCREMENT	16,110	12,070	9,100	9,624	9,624	9,624	9,624	9,624	9,624
	SUBTOTAL	16,110	12,070	9,100	9,624	**9,624**	9,624	9,624	9,624	9,624
		INTEREST INCOME								
3510	INVESTMENT INTEREST	35	22	0	43	**0**	0	0	0	0
	SUBTOTAL	35	22	0	43	**0**	0	0	0	0
		TRANSFERS IN								
3944	TRANSFER FROM PBF	0	0	70,000	70,000	**0**	0	0	0	0
3946	TRANSFER FROM TIF #2	250,000	0	425,000	425,000	**325,000**	236,400	0	0	0
	SUBTOTAL	250,000	0	495,000	495,000	**325,000**	236,400	0	0	0
	TOTAL REVENUES	266,145	12,092	504,100	504,667	**334,624**	246,024	9,624	9,624	9,624
9947	**EXPENDITURES**									
		SERVICES & CHARGES								
4101	PROF SVCS.-AUDITING	293	246	300	285	**300**	300	300	300	300
4110	TECHNICAL & CONSULTING	0	0	0	0	**0**	0	0	0	0
4160	PRINTING	0	0	0	0	**0**	0	0	0	0
4163	CONFERENCES	0	0	0	0	**0**	0	0	0	0
4170	PUBLIC UTIL GAS-HEAT	0	0	0	0	**0**	0	0	0	0
4199	OTHER SERVICES & CHARGES	0	0	0	0	**0**	0	0	0	0
	JOHN'S PLAZA	0	0	0	0	**0**	0	0	0	0
	LEN'S	80,000	0	0	0	**0**	0	0	0	0
	KRAGE	20,000	0	0	0	**0**	0	0	0	0
	SUBTOTAL	100,293	246	300	285	**300**	300	300	300	300
		CAPITAL IMPROVEMENT PROJECTS								
4429	STREET RESURFACING	0	0	0	0	**0**	0	0	0	0
	ARMY @ JFK - WATERMAIN	0	0	0	11,712	**0**	0	0	0	0
4479	SIDEWALK TRIP HAZARD	0	0	0	289	**0**	0	0	0	0
4538	GREEN MEADOW REDEVELOPMENT	56,168	27,761	145,000	0	**0**	0	0	0	0
	JOHNS PLAZA	0	0	150,000	150,000	**50,000**	0	0	0	0
	VILLAGE GREEN DRAINAGE	0	0	200,000	193,351	**40,000**	0	0	0	0
	VILLAGE GREEN IMPROVEMENTS	0	0	0	0	**350,000**	300,000	0	0	0
	ALTA VILLA	0	0	0	0	**100,000**	0	0	0	0
	SUBTOTAL	56,168	27,761	495,000	355,352	**540,000**	300,000	0	0	0
	TOTAL EXPENDITURES	156,461	28,007	495,300	355,637	**540,300**	300,300	300	300	300
	FUND BALANCE, BEGINNING	54,447	164,131	148,216	148,216	**297,246**	91,570	37,294	46,618	55,942
	REV. OVER (UNDER) EXP.	109,684	(15,915)	8,800	149,030	**(205,676)**	(54,276)	9,324	9,324	9,324
	FUND BALANCE, ENDING	164,131	148,216	157,016	297,246	**91,570**	37,294	46,618	55,942	65,266

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.

Expenses

4101 Professional Services – Auditing

Auditing fees associated with the annual audit and preparation of the TIF reports.

4538 Green Meadow Redevelopment

Improvements to the Green Meadow Shopping Center, John's Plaza and the Village Green.

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TIF #4 FUND

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 FUND - FULLERTON (48)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**
9948	**REVENUES**					
		TAXES				
3006	PROPERTY TAX INCREMENT	0	0	0	0	**0**
	SUBTOTAL	0	0	0	0	**0**
		INTEREST INCOME				
3510	INVESTMENT INTEREST	1	1	0	0	**0**
	SUBTOTAL	1	1	0	0	**0**
		TRANSFERS IN				
3942	TRANSFER FROM REDEVELOPMENT	0	0	0	0	**0**
	SUBTOTAL	0	0	0	0	**0**
	TOTAL REVENUES	1	1	0	0	**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	6,675	0	0	**0**
	TOTAL EXPENDITURES	0	6,675	0	0	**0**
	FUND BALANCE, BEGINNING	6,673	6,674	0	0	**0**
	REV. OVER (UNDER) EXP.	1	(6,674)	0	0	**0**
	FUND BALANCE, ENDING	6,674	0	0	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 FUND (70)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9970	**REVENUES**							
		INTEREST INCOME						
3510	INVESTMENT INTEREST	1,199,991	1,289,724	900,000	900,000	**900,000**	900,000	900,000
	SUBTOTAL	1,199,991	1,289,724	900,000	900,000	**900,000**	900,000	900,000
		MISCELLANEOUS REVENUES						
3875	GAIN SALE OF INVESTMENTS	2,690,790	1,108,504	1,000,000	(1,000,000)	**1,000,000**	1,000,000	1,000,000
3880	EMPLOYEE CONTRIBUTIONS	536,974	576,575	587,600	587,600	**587,600**	587,600	587,600
3881	EMPLOYER CONTRIBUTIONS	2,152,219	2,309,851	2,718,300	2,724,300	**2,718,300**	2,718,300	2,718,300
3899	MISCELLANEOUS REVENUES	0	0	0	50	**0**	0	0
	SUBTOTAL	5,379,983	3,994,930	4,305,900	2,311,950	**4,305,900**	4,305,900	4,305,900
	TOTAL REVENUES	6,579,974	5,284,654	5,205,900	3,211,950	**5,205,900**	5,205,900	5,205,900
9970	**EXPENDITURES**							
		PERSONAL SERVICES						
4014	PENSION PAYMENTS	2,778,351	3,146,819	3,241,800	3,241,800	**3,282,662**	3,381,142	3,482,576
4028	OTHER PENSION PAYMENTS	0	111,000	0	0	**0**	0	0
	SUBTOTAL	2,778,351	3,257,819	3,241,800	3,241,800	**3,282,662**	3,381,142	3,482,576
		SERVICES & CHARGES						
4101	PROF SVCS.-ACCTNG/AUDITING	3,500	3,500	5,500	5,500	**5,500**	5,500	5,500
4103	PROF SVCS.-LEGAL	8,969	5,684	6,000	6,000	**6,000**	6,000	6,000
4107	PROF SVCS.-MEDICAL	10,230	0	0	2,100	**0**	0	0
4110	TECH & CONSULT SERVICES	72,959	79,747	75,500	75,500	**75,500**	75,500	75,500
4163	CONFERENCES	3,997	0	200	300	**200**	200	200
4192	DUES/SUBSCRIPTIONS	775	775	800	800	**800**	800	800
4199	OTHER SERVICES & CHARGES	0	0	0	100	**0**	**0**	**0**
	SUBTOTAL	100,430	89,706	88,000	90,300	**88,000**	88,000	88,000
		MISCELLANEOUS EXPENSES						
4880	INVESTMENT FEES (St of IL)	6,335	6,964	7,000	7,700	**7,000**	7,000	7,000
	SUBTOTAL	6,335	6,964	7,000	7,700	**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	2,887,616	3,356,989	3,339,300	3,342,300	**3,380,162**	3,478,642	3,580,076
	FUND BALANCE, BEGINNING	32,264,490	35,956,848	37,884,513	37,884,513	**37,754,163**	39,579,901	41,307,159
	REV. OVER (UNDER) EXP.	3,692,358	1,927,665	1,866,600	(130,350)	**1,825,738**	1,727,258	1,625,824
	FUND BALANCE, ENDING	35,956,848	37,884,513	39,751,113	37,754,163	**39,579,901**	41,307,159	42,932,983

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.

4103 Professional Services – Legal

This line item includes the fees for legal services during the year.

4110 Technical & Consulting Services

This line item includes the investment advisor and account manager fees. Fees for services for maintaining minutes and the various pension files are also included.

4880 Investment Fees

This line item includes fees paid to the State based on the value of the fund.

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% home-rule sales tax. State law requires Motor Fuel Tax allotments be used to maintain streets.

MOTOR FUEL TAX FUND (25)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET	2020-21 BUDGET
9925	**REVENUES**									
		TAXES								
3031	SALES TAX INCREMENT	1,767,929	1,731,009	1,871,500	1,990,000	**1,801,900**	1,856,000	1,911,700	1,969,100	2,028,200
3060	MOTOR FUEL TAX	912,017	905,342	903,000	903,000	**903,000**	903,000	903,000	903,000	903,000
	ADD'TL MFT ALLOCATION	320,890	160,445	0	0	**0**	0	0	0	0
	SUBTOTAL	3,000,836	2,796,796	2,774,500	2,893,000	**2,704,900**	2,759,000	2,814,700	2,872,100	2,931,200
		INTERGOVERNMENTAL REVENUES								
3420	GRANTS-STATE OF ILLINOIS	4,058	0	0	0	**0**	0	0	0	0
3440	GRANT-CDBG	0	0	300,000	358,000	**0**	0	0	0	0
	SUBTOTAL	4,058	0	300,000	358,000	**0**	0	0	0	0
		INTEREST INCOME								
3510	INVESTMENT INTEREST	(13)	57	0	100	**0**	0	0	0	0
	SUBTOTAL	(13)	57	0	100	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3826	WAL-MART SIGNAL REIMB	0	322,260	0	0	**0**	0	0	0	0
3847	REIMB ARMITAGE/MICH	0	0	0	31,500	**0**	0	0	0	0
	SUBTOTAL	28	322,260	0	31,500	**0**	0	0	0	0
	TOTAL REVENUES	3,004,909	3,119,113	3,074,500	3,282,600	**2,704,900**	2,759,000	2,814,700	2,872,100	2,931,200
9925	**EXPENDITURES**									
		CAPITAL IMPROVEMENT PROJECTS								
4401	STREET MAINTENANCE PROGRAM	1,907,754	1,796,549	2,669,300	3,050,970	**2,400,000**	2,333,400	1,200,000	1,700,000	2,000,000
4404	PW DRIVEWAY OVERLAY	32,070	0	0	0	**0**	0	0	0	0
4414	ADDISON ROAD RESURFACE**	1,598	0	0	0	**0**	0	0	0	0
4415	MILL RD: LAKE - ARMY TRAIL**	0	97,362	29,500	11,094	**0**	0	0	0	0
4416	SWIFT ROAD RESURFACE (State is lead)	153,861	616,545	79,000	75,172	**0**	0	0	0	0
4416	SWIFT - PHASE II**	0	0	107,500	0	**76,100**	0	0	0	0
4420	FULLERTON INTERSECTION/SIGNAL**	388,851	0	0	0	**0**	0	0	0	0
4421	LOMBARD RD: FULLERTON - LAKE**	0	0	0	0	**0**	0	0	172,100	455,600
4425	GRACE STREET RESURFACE**	(4,966)	209,098	0	0	**0**	0	0	0	0
4426	RT 53: ARMY TRAIL - LAKE	0	0	0	0	**0**	0	659,000	0	0
4429	IOWA RESURFACE***	0	0	116,000	155,523	**0**	0	0	0	0
4429	ALLEYS	0	0	70,600	68,736	**0**	0	0	0	0
4459	MFT SIDEWALK PROGRAM	47,139	54,129	85,000	132,654	**125,000**	125,000	125,000	125,000	125,000
4479	SIDEWALK PROGRAM - TRIP HAZARD	131,929	88,117	100,000	106,053	**100,000**	100,000	100,000	100,000	100,000
4573	ARDMORE NORTH	0	0	174,000	187,369	**3,100**	0	0	0	0
4573	ARDMORE SOUTH	0	0	0	0	**0**	230,000	25,000	0	0
4575	ADA SIDEWALK COMPLIANCE	0	13,439	50,000	80,164	**50,000**	50,000	50,000	50,000	50,000
4576	IDOT LED UPGRADE	3,448	0	0	0	**0**	0	0	0	0
4585	KINGS POINT PATCHING PROGRAM	0	0	0	311,914	**43,200**	0	0	0	0
4415	ARMY TRAIL: MILL - 53 (STP)	0	0	0	0	**0**	139,200	368,300	147,300	0
XXXX	FULLERTON (STP)	0	0	0	0	**0**	0	224,200	593,400	237,400
XXXX	ARMITAGE	0	0	0	13,000	**0**	0	0	0	0
	SUBTOTAL	2,661,684	2,875,239	3,480,900	4,192,649	**2,797,400**	2,977,600	2,751,500	2,887,800	2,968,000
	TOTAL EXPENDITURES	2,661,684	2,875,239	3,480,900	4,192,649	**2,797,400**	2,977,600	2,751,500	2,887,800	2,968,000
	FUND BALANCE, BEGINNING	721,721	1,064,946	1,308,820	1,308,820	**398,771**	306,271	87,671	150,871	135,171
	REV. OVER (UNDER) EXP.	343,225	243,874	(406,400)	(910,049)	**(92,500)**	(218,600)	63,200	(15,700)	(36,800)
	FUND BALANCE, ENDING*	1,064,946	1,308,820	902,420	398,771	**306,271**	87,671	150,871	135,171	98,371

****** 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.

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.

4416 Swift Rd Resurface and Swift Road Phase II

A road project with the State as lead. Phase II includes funding for engineering.

4459 MFT Sidewalk Program

Funding for sidewalk replacement on streets that are included in the annual replacement.

4479 Sidewalk Program

Annual Program to replace aging and trip hazard sidewalks.

4573 Ardmore

Final payment on road project to improve local road.

4575 ADA Sidewalk Compliance

Annual program to bring sidewalk intersections into ADA compliance.

4585 Kings Point Patching Program

Balance of Kings Point Road patching program started in FY 2015.

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COMMUNITY DAYS FUND

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	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 BUDGET	2015-16 EST ACT	**2016-17 BUDGET**	2017-18 BUDGET	2018-19 BUDGET
9926	**REVENUES**							
		INTEREST						
3510	INVESTMENT INCOME	1	1	0	0	**0**	0	0
	SUBTOTAL	1	1	0	0	**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	1	1	0	0	**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	6,405	6,406	6,407	6,407	**6,407**	6,407	6,407
	REV. OVER (UNDER) EXP.	1	1	0	0	**0**	0	0
	FUND BALANCE, ENDING	6,406	6,407	6,407	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.

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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.