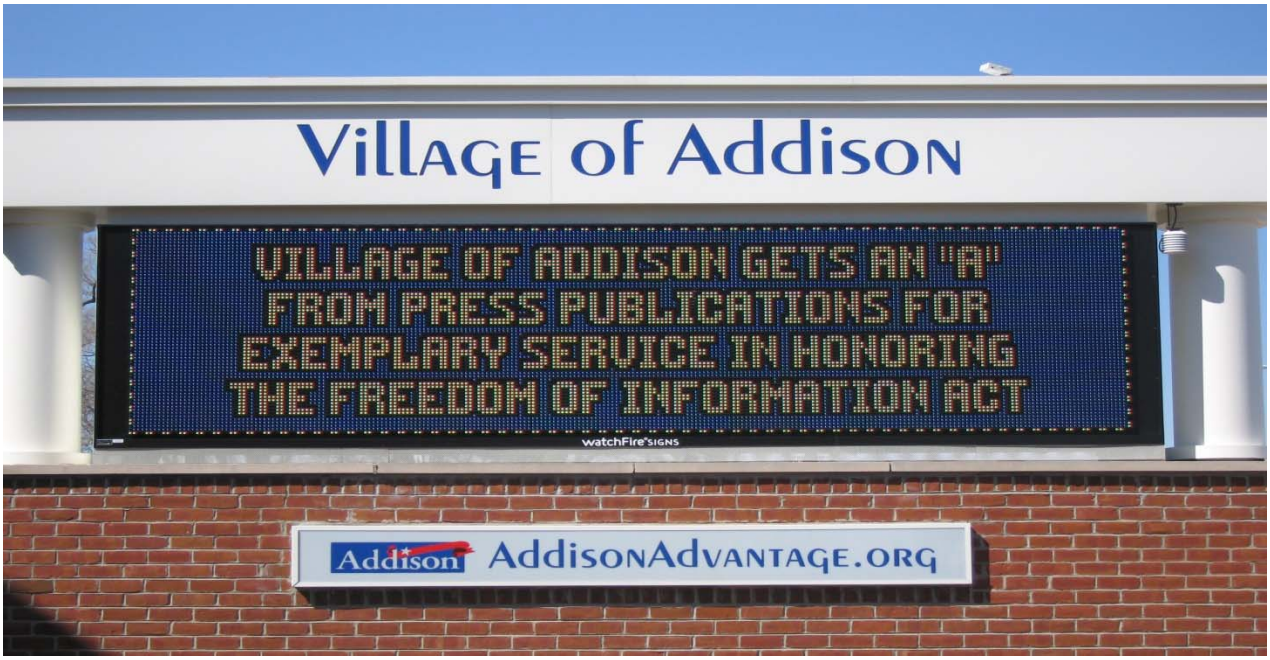
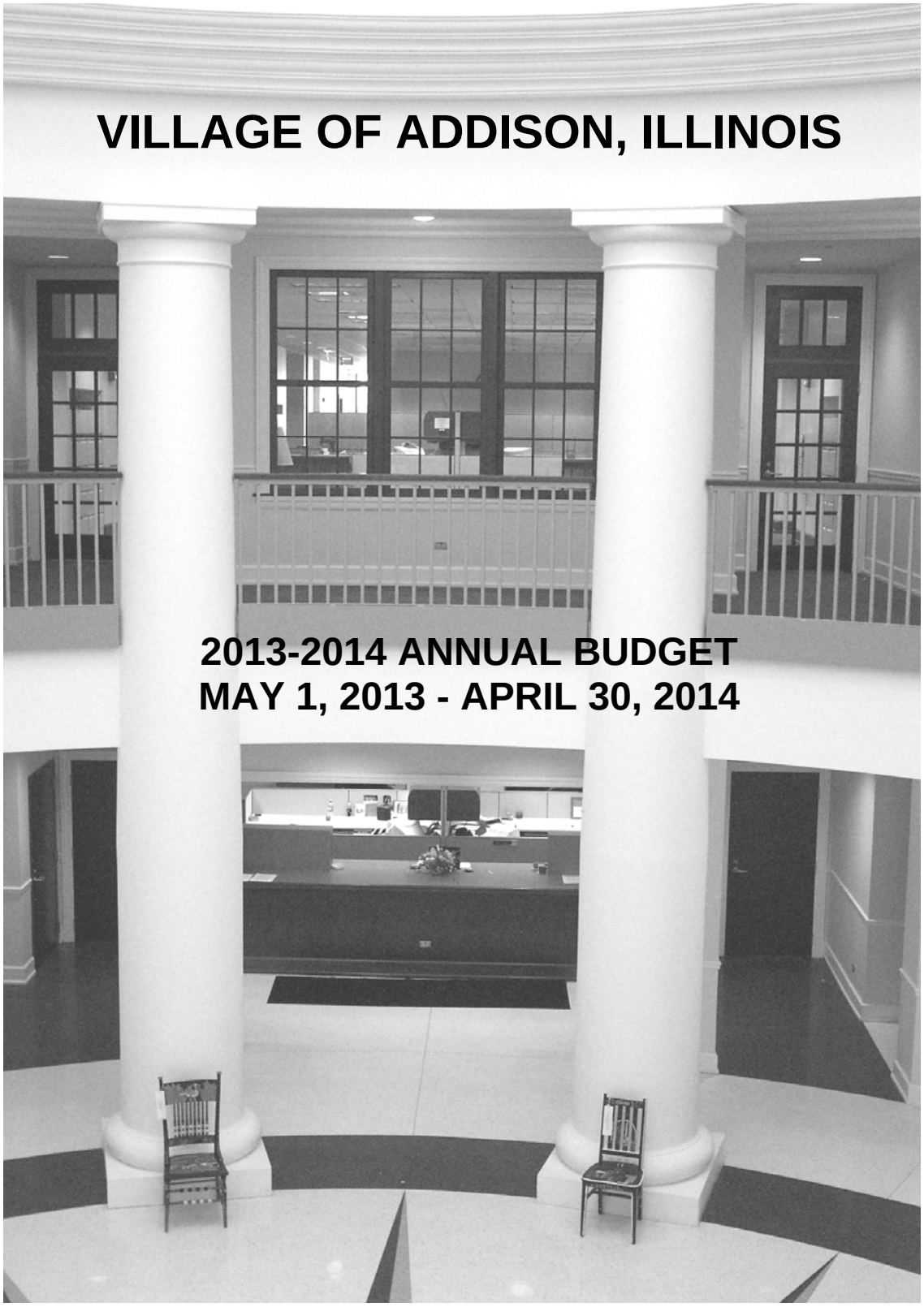
Budget & Financial Plan

May 1, 2013 ~ April 30, 2014



Village of Addison DuPage County, Illinois

VILLAGE OF ADDISON, ILLINOIS



2013-2014 ANNUAL BUDGET
MAY 1, 2013 - APRIL 30, 2014

Prepared By:

Roseanne M. Benson, Finance Director/Treasurer

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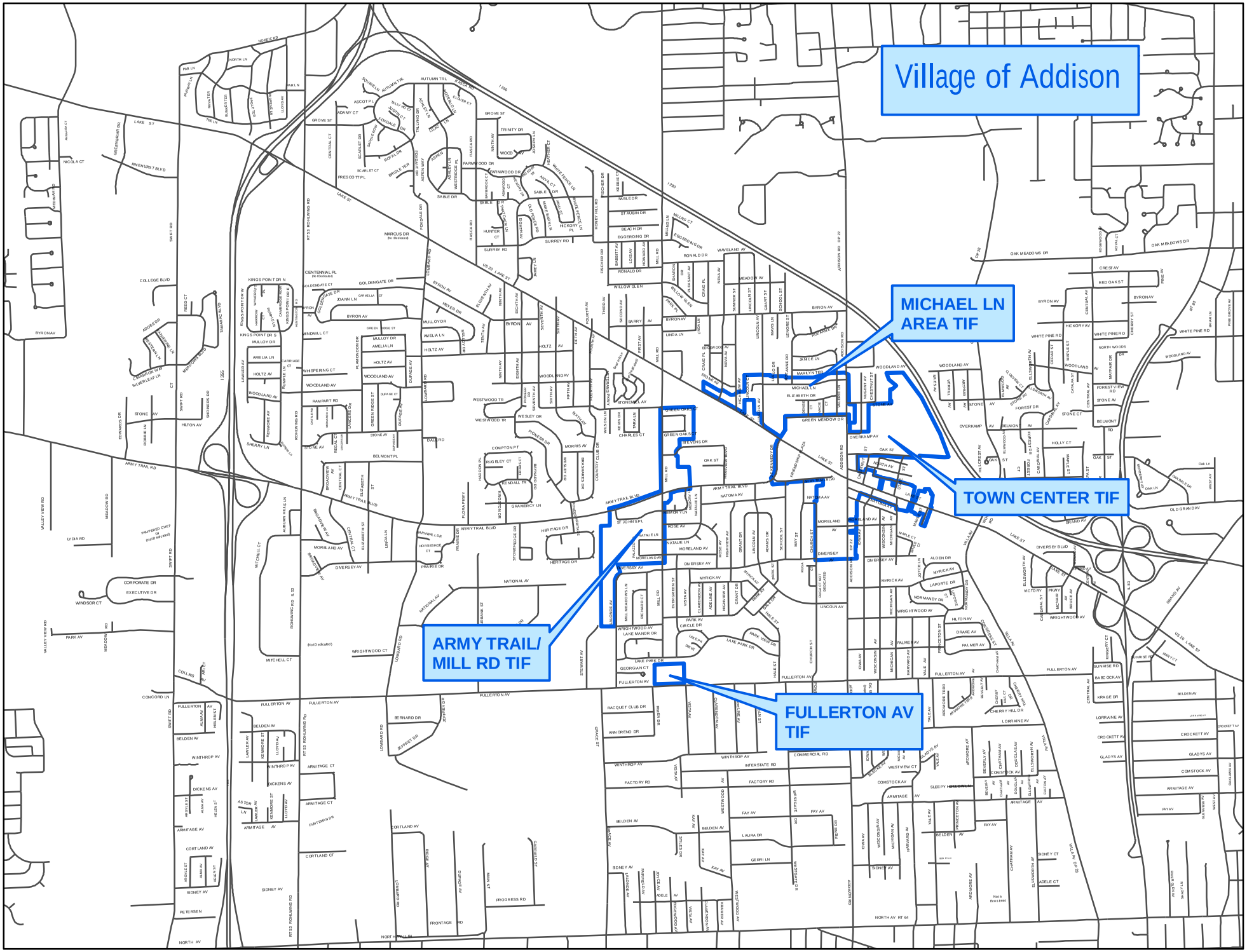
Village of Addison
MICHAEL LN AREA TIF
TOWN CENTER TIF
ARMY TRAIL/ MILL RD TIF
FULLERTON AV TIF

VILLAGE OFFICIALS

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

VILLAGE ATTORNEY

Tressler LLP

ADMINISTRATIVE

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

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Village of Addison

Illinois

For the Fiscal Year Beginning

May 1, 2012

President

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 Police Chief.

The Village employs 201 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 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, 2009

Number of Registered Voters	15,339
Number of Votes Cast in Last Municipal Election	3,758

Village Bond Rating

Fitch IBCA	AAA
Standard & Poor's	AA+

Fire ISO Rating: 2 (eff. 7/1/13)

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 (f)

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.

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 (g)

Median Home Value	$ 283,200

Property Value (c)

Total Property Value (2010)	$3,820,598,676
Equal. Assessed Valuation (.33%)	$1,273,532,892

EAV Breakdown by Type of Property

	2011 EAV	% of Total
Residential	$ 696,106,974	59.5%
Industrial	367,978,840	31.5%
Commercial	105,042,046	9.0%
Railroads & Farms	357,465	0.0%
	$ 1,169,485,325	100.00%

Other

Miles of Street	96
Water information:	
Miles of Water Mains	170
Rated Daily Pumping Capacity	9.58 million gals
Average Daily Pumpage	3.62 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	6.1 million gals
Total Gallons Treated	2.256 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 volume holdings (books & audio-visual)	+102,880
Number of Fire Stations	3
Number of Banks & Savings & Loans	7

BUSINESS

The Village has 954 businesses paying sales taxes.

Kind of Business Report (e)

Sales Category-2011	Sales Volume	%
General Merchandise	$ 1,669,120	11.9%
Food	599,140	4.3%
Eating & Drinking Places	1,196,193	8.5%
Apparel	29,086	0.0%
Furniture, Household & Radio	461,267	3.3%
Lumber, Building & Hardware	379,440	2.7%
Automotive & Filling Stations	1,972,436	14.1%
Drugs & Other Retail	2,506,066	17.9%
Agriculture & Extractive	4,800,129	34.2%
Manufacturing	426,382	3.1%
Total	$14,039,259	100%

Major Employers

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

United Parcel Service	2,914
Pampered Chef	788

Awards & Recognitions

GFOA Certificate of Achievement for Excellence in Financial Reporting	Since 1985
GFOA Distinguished Budget Presentation Award	Since 1989
Lincoln Award for Commitment to Excellence	2001
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	
CALEA Re-accreditation of Police Dept.	2009
Designated An Illinois Arts Friendly Community	2002
Certified Tree City U.S.A.	Since 1987

Notes:

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

Village of Addison

Mission Statement

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

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

Within this balanced approach, we are committed to:

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

STRATEGIC PLAN 2007 - 2012

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

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

THE VILLAGE OF ADDISON PURPOSE STATEMENT

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

GUIDING PRINCIPLES

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

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

OUR VISION FOR THE YEAR 2012

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

NEAR-TERM ACTION PLAN

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

Visions and Associated Goals/Objectives

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

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

Goal 1 – Undertake strategic property redevelopment initiatives.

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

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

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

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

Cont.

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

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

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

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

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

Goal 3 - Design an environment conducive to community gathering.

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

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

Objective 3: Install WiFi capability in the Town Center.

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

Goal 1 - Cultivate and champion student learning and schooling.

Objective 1: Support community investment in the schools.

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

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

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

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

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

Objective 3: Encourage community-wide participation and involvement.

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

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

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

Goal 4 - Ensure safety across the community.

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

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

Goal 5 - Optimize technology to build community.

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

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

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

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

Objective 1: Implement a rental housing certification program.

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

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

Goal 2 - Upgrade neighborhood conditions.

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

Objective 2: Provide incentives for rehabilitation of existing housing.

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

Goal 1 - Undertake annexation and development of unincorporated areas.

Objective 1: Actively pursue commercial annexations.

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

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

Cont.

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

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

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

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

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

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

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

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

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

Goal 1 - Assess customer needs.

Objective 1: Continue to upgrade technology implementation/expansion.

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

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

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

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

Objective 1: Budget and commit funds for ongoing training.

Objective 2: Evaluate current technology and upgrade as needed.

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

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

Goal 3 - Regard employees as ambassadors to Village stakeholders.

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

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

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Village of Addison

April 29, 2013

The Honorable Lorenz Hartwig, Mayor
Members of the Village Board of Trustees
Village Clerk Zucchero
Village of Addison, Illinois

Re: 2013-2014 Budget Message

Ladies and Gentlemen:

The 2013-2014 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 out performed 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

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www.AddisonAdvantage.org

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

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

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

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

In November 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 2012-13 fiscal year, the Village continued to experience a mixed bag of economic indicators. We have seen a modest recovery in some of our major revenue sources. For the others, we continue to experience the lingering effects of the 2008 downturn. Our elected officials and the Village staff continue to attack these circumstances by limiting new hiring and programs, and deferring capital expenses, whenever possible. **Compounding the problem is the fact that the State of Illinois continues to be delinquent in making State Income Tax payments to municipalities. As of this writing, the Village is due almost $900,000 in unpaid revenue.** During the summer of 2012, the Village reached a wage and benefit settlement with the Metropolitan Alliance of Police which represents the Village's patrol officers. The settlement covered salary adjustments for 2012, 2013 and 2014. The same terms were extended to all non-union staff. Even with the settlement, the Village's efforts at cost control kept the fund balance in the General Corporate and Water and Sewer funds in better financial shape than our original 2012-2013 estimates. Most economic forecasters agree that the current economic situation will be soft into the foreseeable future. Based on this, the Village's revenue projections are very conservative going forward.

The proposed fiscal year 2013-2014 budget anticipates several fee increases. Some of these have not been updated in over 30 years. No major service cuts are planned. This budget does not assume any new Federal or State economic assistance, or any cutbacks of existing assistance.

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

Capital projects and redevelopment funds cover all ongoing projects, including local share expenses for the reconstruction of Rohlwing Rd. by the Illinois Department of Transportation, and Phase I and Phase II of the Swift Rd. resurfacing project. The Water and Sewer fund will cover the water main replacement during the Rohlwing Rd. project.

PERSONNEL ASSUMPTIONS

In the Village's proposed 2013-2014 budget, there are no new positions in the Village organization.

FINANCIAL POLICIES

The Village has established the following financial policies:

1. Collateralization of investments.
2. Establishment of fees and charges at a maximum of the average of those charged by communities in DuPage County.
3. Establishment of tax rates at a maximum of the average of those charged by communities in DuPage County.

4. Use of motor fuel tax funds for street and signal construction and maintenance only.
5. The use of cash flow financing for capital projects whenever possible.
6. Compliance with the Illinois Property Tax Limitation Act in setting the property tax levy.
7. Maintenance of a scheduled replacement program for capital projects and equipment.
8. Maintenance of a minimum of 3 months cash balance in all operating funds.

The proposed 2013-2014 budget will attempt to keep the Village in compliance with all of the above policies.

BUDGETARY GOALS

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

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

On December 18, 2006 the Village Board adopted a strategic plan for the Village organization for the years 2007-2012. Preparation of the plan involved use of the Lincoln criteria by inviting a number of different groups to work with the elected officials and staff. The Village anticipates working on a new strategic plan in the 2014-15 fiscal year. The following describes how these strategic directions have been translated into the 2013-2014 budget:

Vision 1, Goal 3: Design an environment conducive to community gathering

In TIF #2, $1,300,000 has been budgeted for the acquisition of a 1.8 acre park site in the Michael Lane neighborhood. $300,000 has been budgeted in TIF #3 for a façade grant for the redevelopment of the Green Meadows Shopping Center on Lake St.

Vision 3, Goal 2: Upgrade neighborhood conditions

$ 4.2 million has been budgeted in the Capital Projects Fund, to acquire 17 flood prone properties in the Home Addition, Normandy Manor and Highview subdivisions. These homes were severely damaged by the 2008 and 2010 floods. The 2008 properties have been approved by the Federal Emergency Management Agency for the $3.3 million buyout

using FEMA funds. Approval for the 2010 properties is expected shortly. The Village has applied for and has received State funding for the 2008 local share contribution. The 2008 properties will be purchased during the summer of 2013, and demolished. The restored property will be donated to the Addison Park District for expansion of nearby Cherokee Park.

$500,000 has been budgeted in the Water and Sewer Fund for the repainting of the Vista Avenue water tank. $80,000 has been budgeted in the same fund to purchase additional remote water meter end points. These end points are being installed on all water meters in the Village to provide customers with ongoing usage information, and to deter meter tampering. Approximately 60% of all Village meters have these devices installed.

$185,000 has been allocated in the Motor Fuel Tax Fund to continue the Village's sidewalk replacement program which attempts to identify and replace sections of sidewalk that are potential trip hazards. This work will reduce Village liability for sidewalk injuries. An additional $50,000 is budgeted in the Capital Projects Fund for identified improvements which are needed to comply with the Americans with Disabilities Act (ADA).

$1,400,000 has been budgeted in the TIF #1 Fund for engineering and construction expenses on a shoreline restoration project in the Green Oaks Ct. area. This area has been subject to severe shoreline erosion in the past, due to flows in the Westwood Creek. Upon completion of this work, the Village plans to terminate the TIF district, and distribute any surplus funds to the affected taxing bodies. At this time, we also anticipate termination of TIF #4, due to a lack of redevelopment potential in the district. TIF #1 was originally scheduled to expire in 2017, as will TIF #2. TIF #3 will be the only district remaining after 2017.

$7,034,000 has been budgeted in the Water and Sewer Fund to complete a number of improvements to the wastewater distribution system. The improvements will include the replacement of several sewage lift stations throughout the Village which have reached their useful life. In addition, these funds will allow improvements to the Village's two wastewater treatment plants. The projects will be funded by a State low-interest loan, which will be financed over twenty (20) years. The Village will use earmarked sales tax revenue to pay the debt service on the loan. The Village recently paid off a similar loan for wastewater improvements which were completed in 1992. The debt service funds used for the 1992 loan will be committed to the 2013 loan, without the need to raise taxes or fees.

$140,000 has been budgeted to perform roof repairs at various buildings at the North Wastewater Treatment Plant. $100,100 has been budgeted for the cleaning of an anaerobic digester. $221,200 has been budgeted for the replacement of various process and capital items at the Village's two (2) wastewater treatment facilities.

BUDGET TRENDS

The fiscal year 2013-2014 operating budget reflects a 13% increase over last fiscal years

Budget. Most of this increase is due to the wastewater capital improvement projects. If those projects were to be removed, the 2013-14 budget would should show a 2% increase over the prior year:

Fund	FY 2012-13 Budget	FY 2013-14 Budget	% Change
General Fund	$26,647,600	$27,492,000	3.17%
Water and Sewer Fund (inc. capital)	13,899,900	21,513,100	54.77%
Fleet Services	1,422,700	1,397,400	(1.78)%
IS	963,000	1,122,200	16.53%
Equipment Replacement	571,500	764,000	33.68%
Debt Service Fund	3,422,202	3,889,872	13.67%
Capital Projects	4,238,600	4,268,600	0.71%
Redevelopment	949,000	0	(100.00)%
Public Building	1,964,000	1,611,000	(17.97)%
TIF # 1	858,000	1,464,300	70.66%
TIF # 2	2,405,300	1,550,000	(35.56)%
TIF # 3	47,800	327,800	585.77%
TIF # 4	6,500	0	(100.00)%
Police Pension Fund	2,491,600	2,823,000	13.30%
Motor Fuel Tax	3,266,700	3,233,900	(1.00)%
Community Days Fund	0	0	n/a
	$63,154,402	$71,457,172	13.15%

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.

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.

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.

$2,145,000 has been budgeted in this fund for the 2013 Street Resurfacing Program. Streets in the Eastwood, Old Mill Estates, Green Ridge, Woodland Estates, the 2nd

Addition to Wood Dale subdivisions, and in the industrial park will be resurfaced this year. In addition, $429,300 has been budgeted for local share expenses for Phase I of the Swift Rd. resurfacing. $158,200 has been budgeted for engineering for Phase II of the Swift Rd. resurfacing which will be bid in 2014. The Village will receive funding from the Federal Surface Transportation Program (STP) for 70% of the cost of both phases of this project.

Internal Services Fund

The IS Department Budget covers the cost of the operation and maintenance of the Village's computer hardware, software and communication systems. In accordance with Vision 6, Objective 2 of the Strategic plan, this fund includes resources for scheduled server, desktop and laptop replacements. Funds are also included to install microwave connections between Village facilities, and upgrades to the Village's backup system. Both systems will generate savings by eliminating T-1 line charges, and future server purchases.

The Fleet Services Budget covers the cost of the operation and maintenance of the Village's vehicle fleet. Funds are included in this fund for fuel tank upgrades, training, a mobile fuel tank for the fueling of backup generators and a tire monitor.

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. $764,000 is budgeted for equipment purchases out of this fund.

ACKNOWLEDGMENTS

I would be remiss if I did not recognize a Village official who has been instrumental in the success of the remaking of the Village of Addison, both internally and externally. Mayor Larry Hartwig has served the Village for 30 years, and has decided not to seek re-election in 2013. Mayor Hartwig has worked tirelessly to form a team of both elected officials and staff whose sole focus has been to improve life in the Village of Addison for every one of its residents. This laser focus has resulted in programs and capital improvements which have remade the look of the community, and created a lean, customer oriented workforce. Through the implementation of results oriented developer incentives, our commercial corridor has seen huge improvements. The Mayor has also been a leader in regional issues, and his input on municipal issues has been sought by officials at the Federal, State, and County level. We hope that he and his wife Sandy enjoy a long and happy retirement.

Once again, I would like to thank all of the supervisory and management staff for their efforts in the preparation of the 2013-2014 budget. In these uncertain economic times, we have asked them to prioritize, to innovate, and most often, to delay projects in order to conserve cash. They have continued to cut operating expenses, and have prevented, thus far, the need to consider layoffs or service cutbacks. In addition, the entire Village staff has increased their work efforts in order to offset vacant positions. Everyone has been understanding, and has been appreciative of management's efforts to maintain services

and to avoid layoffs. Their combined efforts have been instrumental in keeping the Village on a solid financial footing. I truly appreciate all of their ongoing efforts.

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

Respectfully submitted,

Joseph Block
Village Manager

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FY 2013-14 BUDGET & FINANCIAL PLAN CALENDAR

Budget Schedule of Dates and Events

Wednesday, November 28, 2012	Village Manager and Finance Director ♦ Budget instructions, forms and schedule are distributed to department heads
Friday, December 14	Public Works ♦ Compiles figures for Fleet Services costs and forwards to Finance. ♦ Forwards the (5) year vehicle replacement plan to the Finance Director. Information Services ♦ Compiles figures for Information Services costs and forwards to Finance.
Wednesday, January 2, 2013	Department Heads ♦ Submit all budgets to the Finance Director by Wednesday, January 2, 2013. Administration ♦ Compiles figures for personnel expenditures and casualty insurance. ♦ Forwards to Finance prior to Wednesday, January 2, 2013. Finance ♦ Prepares audit expenditures and revenue projections for Fiscal Years 2013-14, 2014-2015, 2015-2016 by Wednesday, January 2, 2013. Boards and Commissions ♦ Submit goals and budget requests to the Finance Director by Wednesday, January 2, 2013.
Tuesday, January 2 - Monday, January 7	Finance Director and Assistant Finance Director –O/B ♦ Compile expense requests and revenue projections for all three fiscal years. ♦ Review and develop initial review schedule with Village Manager.

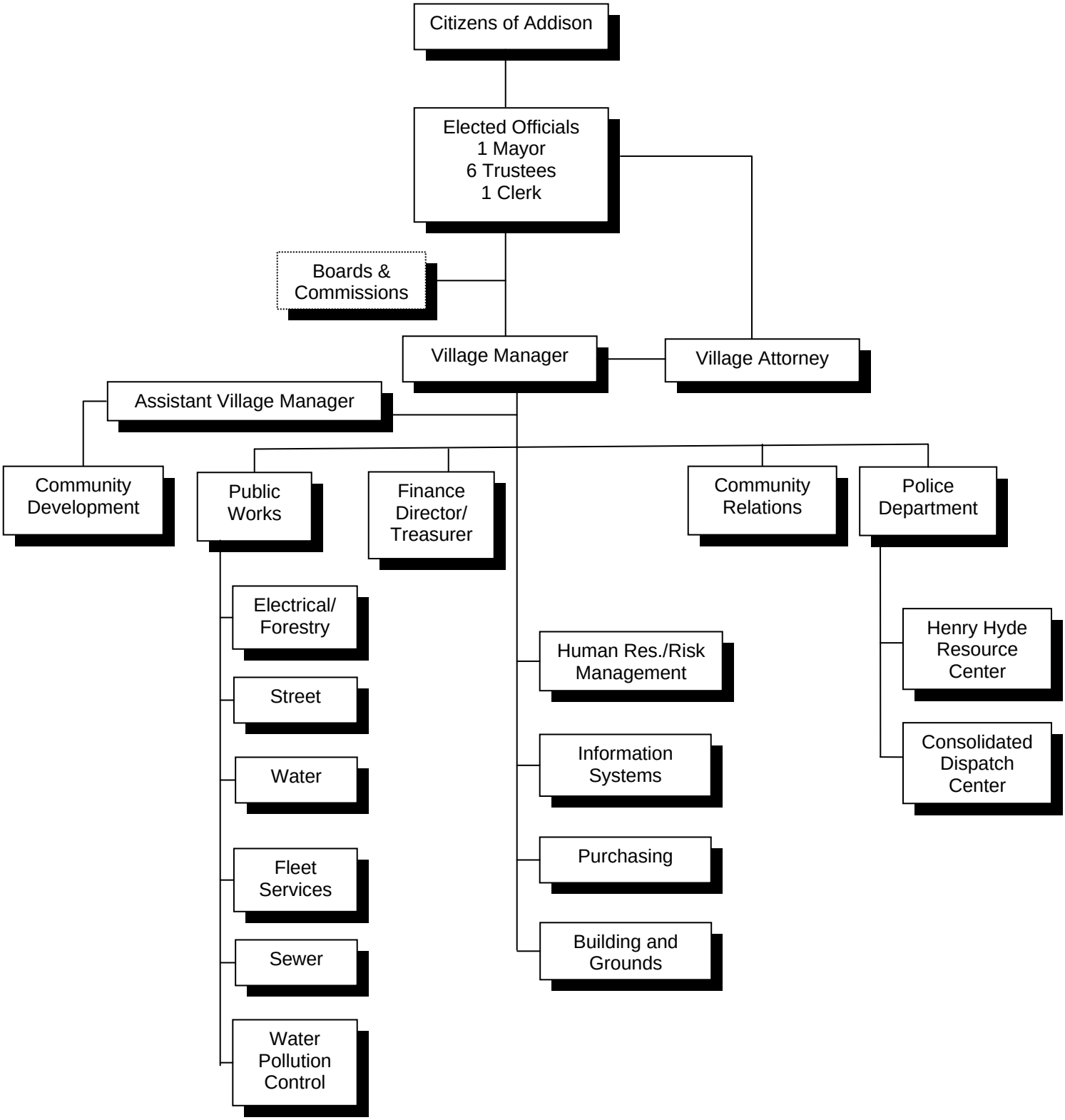
FY 2013-14 BUDGET & FINANCIAL PLAN CALENDAR

Budget Schedule of Dates and Events

Tuesday, January 8 - Friday, January 11	Village Manager and Finance Director ♦ Review 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.
Monday, January 14 - Friday, January 25	Department Heads ♦ Departments revise budget and program requests as needed. ♦ Resubmit to the Finance Director by Friday, January 25.
Monday, January 28 - Friday, February 8	Finance ♦ Budget package compiled and distributed to Finance and Policy Committee on Friday, February 8.
Tuesday, February 12	Finance and Policy review session: ♦ Water and Sewer Fund Revenues ♦ Water Sewer Water Pollution Control Capital Projects: MFT, Capital Projects, Redevelopment, Public Building Fund, Library Building Fund, TIF Funds
Thursday, February 21	Finance and Policy review session: ♦ Budget Overview Boards & Commissions ♦ Electrical & Forestry Street Fleet Services ♦ Equipment Replacement Fund Police
Tuesday, February 26	Finance and Policy review session: ♦ General Fund Revenues ♦ Community Relations Community Days Fund ♦ Community Development ♦ Administration, IS, Building & Grounds ♦ Finance General Ledger Debt Service Police Pension
Thursday, April 18	Finance ♦ Advertised, Notice of Public Hearing - Budget on display.
Monday, April 29	Village Board ♦ Public Hearing of the FY 2013-14 Budget and Financial Plan. ♦ Final adoption of the FY 2013-14 Budget and Financial Plan.

VILLAGE OF ADDISON

Organizational Structure



EMPLOYEE CENSUS - AUTHORIZED

Ten Year Analysis

GENERAL FUND		2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Administration	Full-Time	7	7	7	7	7	7	7	7	7	7
	Part-Time	10	10	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	1	1
Finance	Full-Time	9	9	9	9	9	9	9	9	9	9
	Part-Time	3	3	3	3	3	3	3	3	3	3
Community Relations	Full-Time	4	5	5	5	5	5	5	5	5	5
	Part-Time	2	0	0	0	0	0	0	1	1	1
Building & Grounds	Full-Time	5	2	2	2	2	2	2	2	2	2
	Part-Time	1	1	1	1	1	1	1	1	1	1
Police	Full-Time	92	92	92	97	100	101	101	88	88	88
	Part-Time	23	23	23	24	24	24	24	24	24	24
HHRC	Full-Time	0	0	0	0	1	1	1	1	2	2
	Part-Time	0	0	0	0	1	2	2	2	2	2
Consolidated Dispatch	Full-Time	0	0	0	0	0	0	0	14	14	14
	Part-Time	0	0	0	0	0	0	0	0	0	0
Community Development	Full-Time	23	23	24	24	24	24	24	24	24	24
	Part-Time	0	1	1	1	1	1	1	1	1	1
Electrical & Forestry	Full-Time	9	9	9	9	9	9	9	9	9	9
	Part-Time	5	5	5	5	5	5	5	5	5	5
Street	Full-Time	11	13	13	13	13	13	13	13	13	13
	Part-Time	2	2	2	2	2	2	2	2	2	2
ENTERPRISE FUND											
Water	Full-Time	10	10	11	11	11	11	11	11	11	11
	Part-Time	7	7	7	7	7	7	7	7	7	7
Sewer	Full-Time	12	12	13	13	13	12	12	12	11	11
	Part-Time	3	3	3	3	3	3	3	3	3	3
Water Pollution Control	Full-Time	20	20	19	19	19	19	19	19	23	23
	Part-Time	6	6	6	6	6	6	6	6	6	6
INTERNAL SERVICE FUNDS											
Fleet Services	Full-Time	5	5	5	5	5	5	5	5	5	5
	Part-Time	0	0	0	0	0	0	0	0	0	0
Information Systems	Full-Time	2	3	4	4	4	4	4	4	4	4
	Part-Time	0	0	0	0	0	0	0	0	0	0
TOTAL	**Full-Time**	**209**	**210**	**213**	**218**	**222**	**222**	**222**	**223**	**227**	**227**
	Part-Time	**63**	**62**	**63**	**64**	**65**	**66**	**66**	**67**	**67**	**67**

The increase in authorized personnel is due to additional staffing for the Consolidated Dispatch Center. The Village is providing dispatch services for some surrounding communities and will be reimbursed for these services.

SUMMARY OF EMPLOYEE BY POSITION

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

	Full-Time Position	Authorized	Current
57	Superintendent of PW	1	1
58	Superintendent of ES	1	1
59	Telecommunicators	12	16
60	Village Engineer	1	1
61	Village Manager	1	1
62	WWTP Chief Operator	2	2
63	WWTP Operator Class 2	2	1
64	WWTP Operator Class 3	3	3
64	WWTP Operator Class 4	1	1
65	WWTP Trainee	1	1
66	Watch Commander	4	3
	Total Number of Full-Time Employees	**227**	**207**

	Part-Time Position		
66	Crossing Guards	18	0
67	Mayor and Village Board	7	7
68	Meter Reader	3	1
69	Part-Time Administrative Assist.	1	1
70	Part-Time Clerk Typist	11	8
71	Part-Time Commission Chair	1	0
72	Part-Time Custodian	2	2
73	Part-Time Investigator	1	1
74	Part-Time Principal Account Clerk	1	1
75	Seasonal/Part-time	21	0
76	Village Clerk	1	1
	Total Number of Part-Time Employees	**67**	**22**

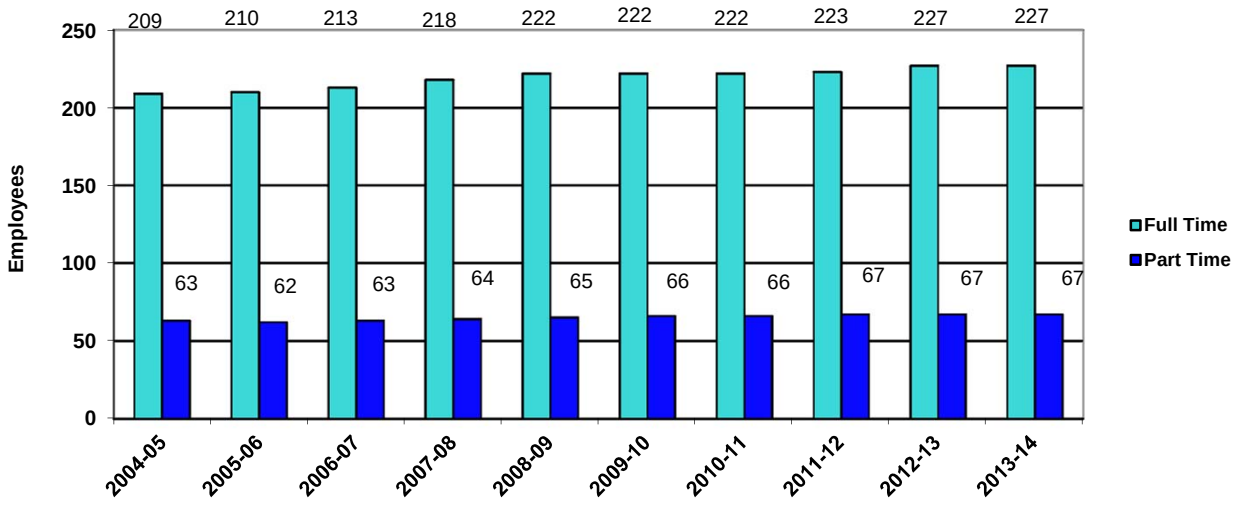
EMPLOYEE ALLOCATION BETWEEN DEPARTMENTS

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

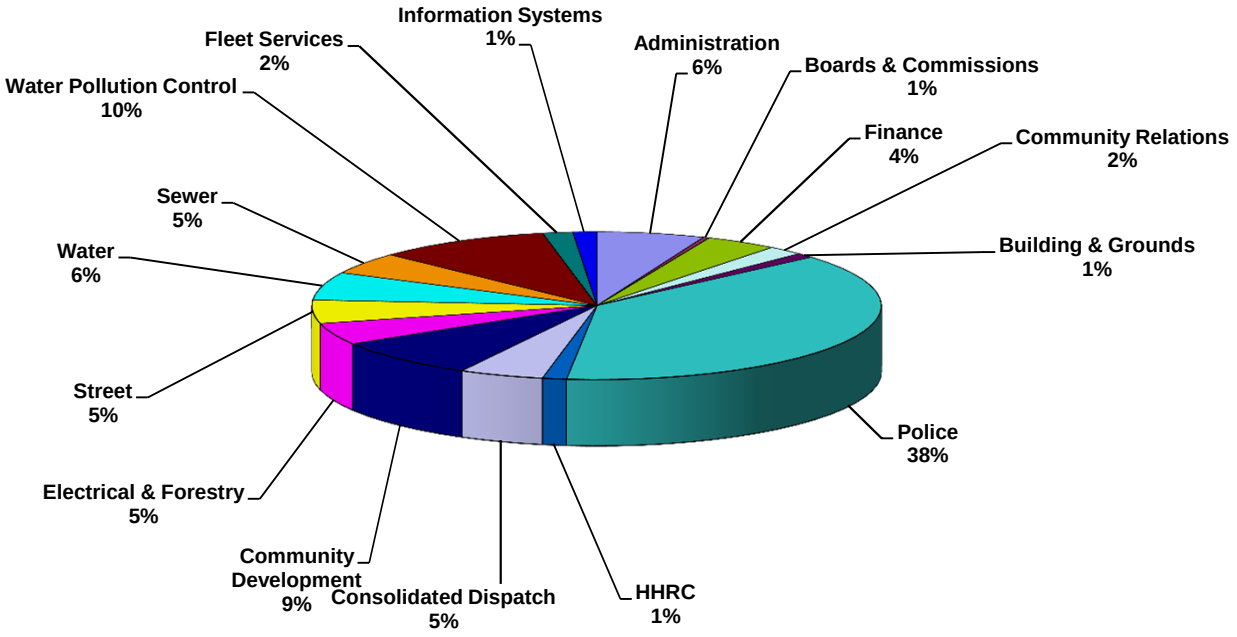
POSITION-DESCRIPTION	Admin 1012	Finance 1040	Com Dev 2010	E & F 2510	Street 2520	Water 5010	Sewer 5031	WPC 5032	IS 9962	TOTAL
Authorized & Budgeted Positions:										
MAYOR	0.70					0.10	0.10	0.10		1.00
VILLAGE CLERK	0.70					0.10	0.10	0.10		1.00
TRUSTEES (6)	4.20					0.60	0.60	0.60		6.00
VILLAGE MANAGER	0.70					0.10	0.10	0.10		1.00
DIR.PERSONL/RISK MGT	0.70					0.10	0.10	0.10		1.00
EXECUTIVE SECRETARY	0.70					0.10	0.10	0.10		1.00
HUMAN RESOURCES ASSISTANT	0.70					0.10	0.10	0.10		1.00
PURCHASING AGENT	0.70					0.10	0.10	0.10		1.00
CLERK TYPIST (5)	0.70	0.25		0.33	0.34	1.68	1.35	0.35		5.00
DIRECTOR FINANCE/TREASURER		0.55				0.15	0.15	0.15		1.00
ASSIST. FIN. DIR - AUDIT/ACCTG		0.70				0.10	0.10	0.10		1.00
ASSIST. FIN. DIR - BUDGET/OPER		0.55				0.15	0.15	0.15		1.00
PRINCIPAL ACCT CLERK (4)		0.95				1.01	1.01	1.03		4.00
P.T. CLERK TYPIST		0.25				0.25	0.25	0.25		1.00
P.T. PRINCIPAL ACCT CLERK		0.70				0.10	0.10	0.10		1.00
ASST.VILLAGE MGR/COM DEV DIR			0.70			0.10	0.10	0.10		1.00
ASST. DIR OF COM DEV.			0.70			0.10	0.10	0.10		1.00
VILLAGE ENGINEER			0.70			0.10	0.10	0.10		1.00
CIVIL ENGINEER II (2)			1.50			0.10	0.10	0.10	0.20	2.00
PUBLIC WRKS DIRECTOR				0.20	0.20	0.20	0.20	0.20		1.00
ASSIST. DIR OF PUBLIC WORKS				0.10	0.10	0.10	0.35	0.35		1.00
SUPT. PUBLIC WORKS .				0.33	0.33	0.34				1.00
ADMIN. SECRETARY				0.34	0.33	0.33				1.00
SUPT. ENVIRONMENTAL SVCS							0.50	0.50		1.00
WATER METER READER (1)						0.33	0.33	0.34		1.00
Total Budgeted:	9.80	3.95	3.60	1.30	1.30	6.44	6.19	5.22	0.20	38.00
Authorized & Unbudgeted:										
CLERK TYPIST (1)	0.70					0.10	0.10	0.10		1.00
ADMIN. SECRETARY (2)		0.70				0.10	0.60	0.60		2.00
WATER METER READER (2)						0.67	0.67	0.66		2.00
Subtotal:	0.70	0.70	0.00	0.00	0.00	0.87	1.37	1.36	0.00	5.00
Total Authorized:	4.20	4.65	3.60	1.30	1.30	6.41	6.66	5.68	0.20	34.00

EMPLOYEE CENSUS - AUTHORIZED

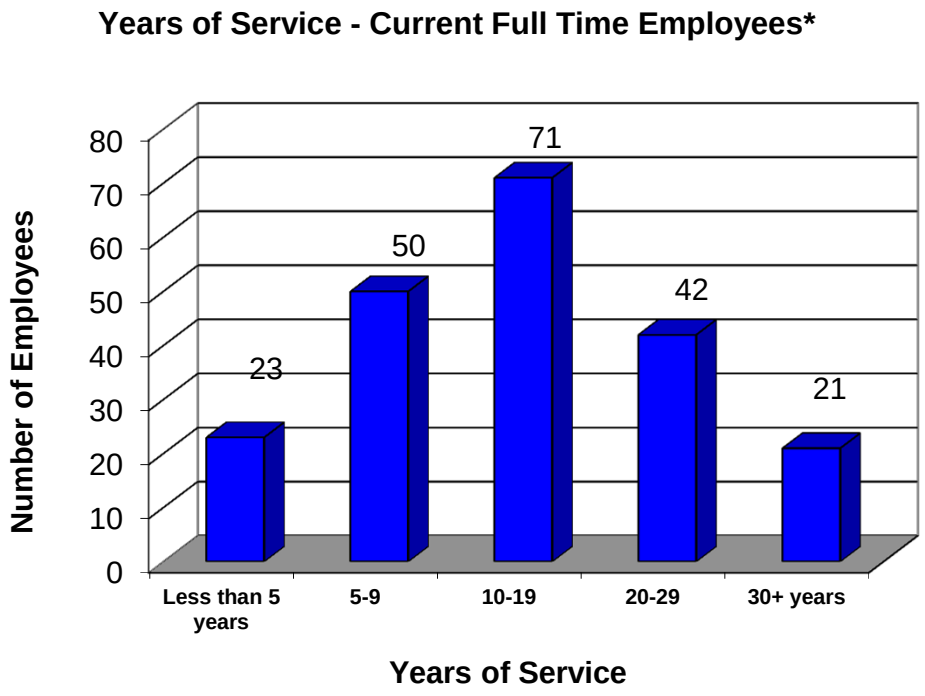
Full Time vs. Part Time Authorized Employee Comparison

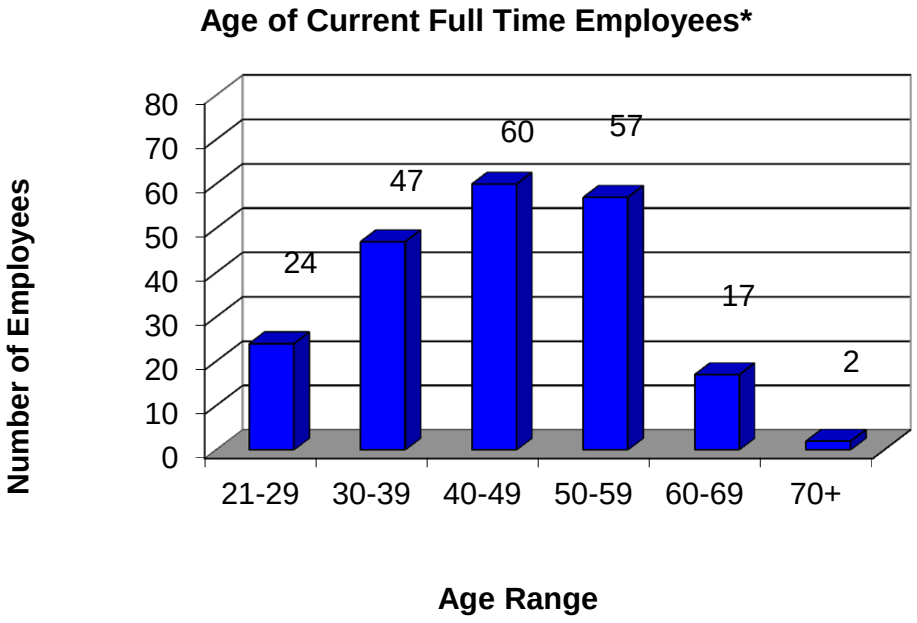


2013-14 Authorized Staffing By Department
Percent of Total



EMPLOYEE CENSUS - CURRENT



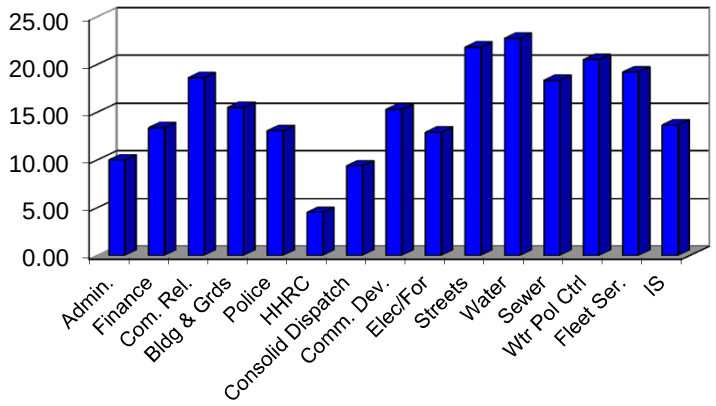


* As of 5/1/13

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	60	10.00
Finance	8	107	13.38
Community Relations	5	93	18.60
Building & Grounds	2	31	15.50
Police	79	1,031	13.05
Henry Hyde Resource Center	2	9	4.50
Consolidated Disptach Center	19	178	9.37
Community Development	21	321	15.29
Electrical/Forestry	10	129	12.90
Street	10	218	21.80
Water	11	250	22.73
Sewer	6	110	18.33
Water Pollution Control	20	410	20.50
Fleet Services	5	96	19.20
Information Systems	3	41	13.67
AVERAGE ALL FULL TIME EMPLOYEES	207	3,084	14.90



* As of 5/1/13

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 Systems
  - 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.

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 Taxes, Property Taxes, and Income Taxes. 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 Systems Fund - An internal service fund established to provide monies to cover the costs of running the Village's information system. Information Systems 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 ¼% Home Rule Sales Tax Increment and transfer from Public Building Fund consisting of an additional ¼% 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 ¼% 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.

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

Public Building Fund - A capital projects fund established with the proceeds from the 1996 G.O. bond issue and the 1998 G.O. bond, to account for the construction of a new Public Works facility, the construction/renovation of the Village Hall facility and capital improvements of other Village facilities. Proceeds from a ¼% Home Rule Sales Tax Increment provides the funding for the Public Building Fund.

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

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. Loans from the Redevelopment fund will be used to fund initial expenditures in TIF #4 until Incremental Property Taxes are received at which time the loans will be repaid.

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

Motor Fuel Tax Fund - A special revenue fund established to account for the municipal portion of motor fuel tax revenues, collected and distributed by the State of Illinois, which are used to pay for the maintenance and improvement of Village streets. This fund is reported as a Major Fund in the Village's CAFR. Revenues for the Motor Fuel Tax Fund are received from the State based on a per capita formula. Other revenue sources include local grants, reimbursements from other agencies for joint projects and effective January 1, 2012, ¼% Home Rule Sales Increment. Fund Balance is used when prior year surpluses cause the Fund Balance to exceed required levels.

EXPLANATION OF FUNDS

Cont.

Community Days Fund – A special revenue fund established to account for the revenues and expenditures of the annual Community Days festival. Revenues for Community Days will be from corporate sponsorships, beer/wine sales, gate admissions, and festival vendor fees and transfers from the General Fund as needed. The 2009 and 2010 festivals were cancelled due to the economic downturn. Monies budgeted in this fund for FY 2011and 2012 were for the Village hosted Circus in lieu of a Community Days event. Funding for community events, can be found in the General Fund Community Relations budget.

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

Special Revenue Funds

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

Fiduciary Funds

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

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

FINANCIAL AND MANAGEMENT POLICIES

FINANCIAL POLICIES

The Village of Addison has established the following financial policies:

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

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

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

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

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

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

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

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

BUDGETING

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

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

BUDGETING (cont.)

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

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

APPROPRIATIONS

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

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

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

APPROPRIATIONS (cont.)

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.

DEBT SERVICE

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

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

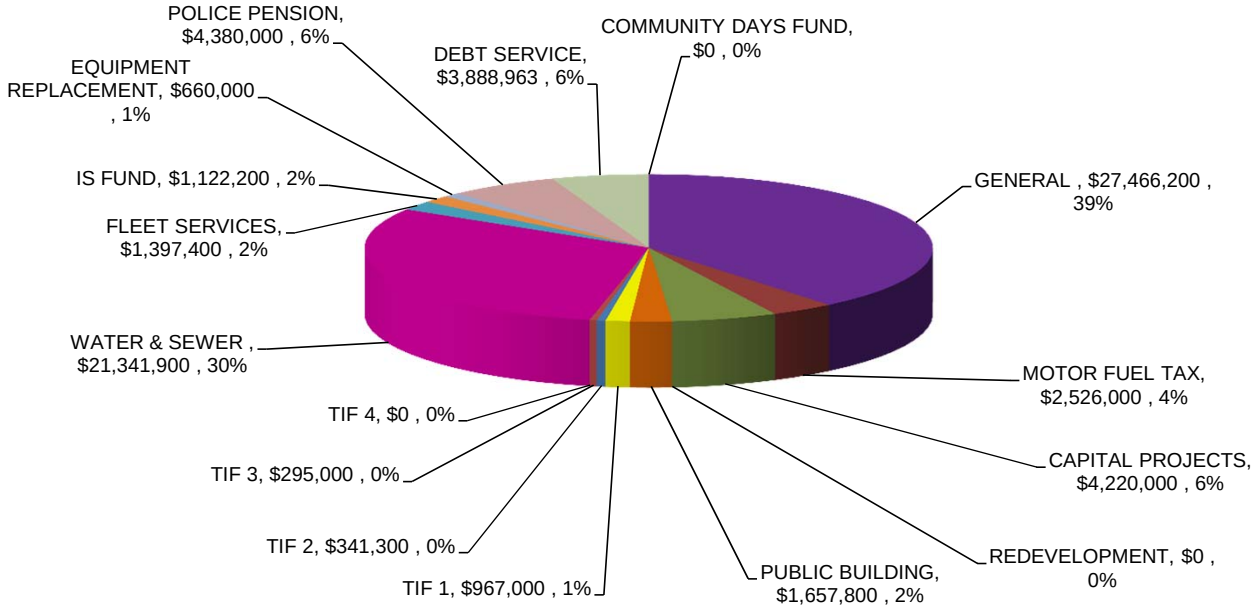
Through the application of these guidelines, the Village Board tests any demand for debt financing. Furthermore, the Village uses debt only to provide financing for essential and necessary capital projects.

The Village is very proud of their bond rating which has steadily improved over the last twelve years. The Village was rated "AAA" by Fitch early in 2010 and the rating was reaffirmed the rating with all subsequent bond issuances. Standard & Poor's upgraded the Village to "AA+" in June, 2008 and also reaffirmed the rating with all subsequence bond issuances. 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 higher bond ratings improve the marketability of future debt issuance and provide lower interest rate costs to the Village.

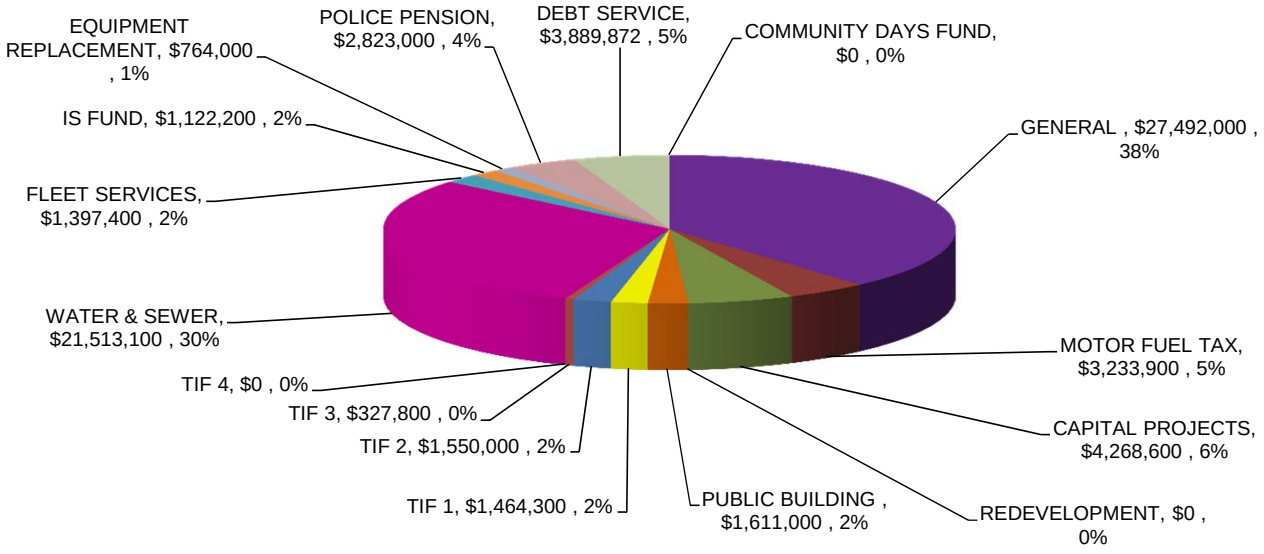
The Village issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for general government activities. In addition, general obligation bonds have been issued to refund previously issued and outstanding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

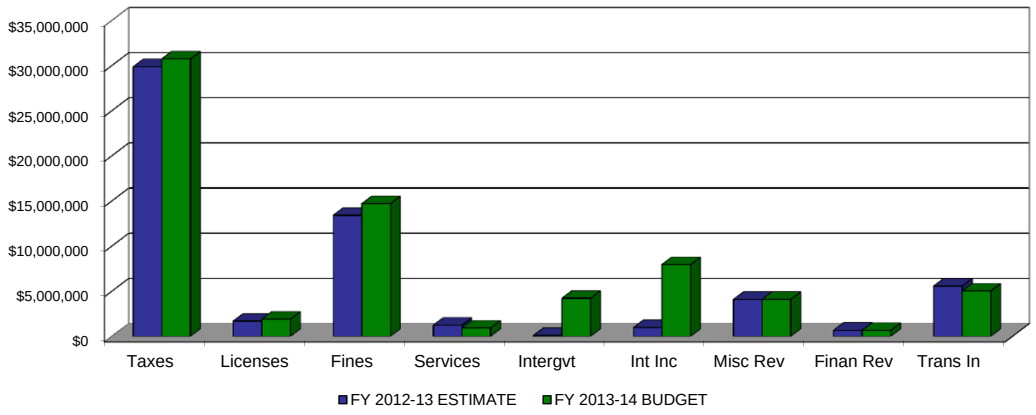
ALL FUNDS REVENUE
FY 2013-14 Budget



ALL FUNDS EXPENDITURES
FY 2013-14 Budget



WHERE THE MONEY COMES FROM
ALL FUND REVENUES
FY 2012-13 ESTIMATE vs. FY 2013-14 BUDGET

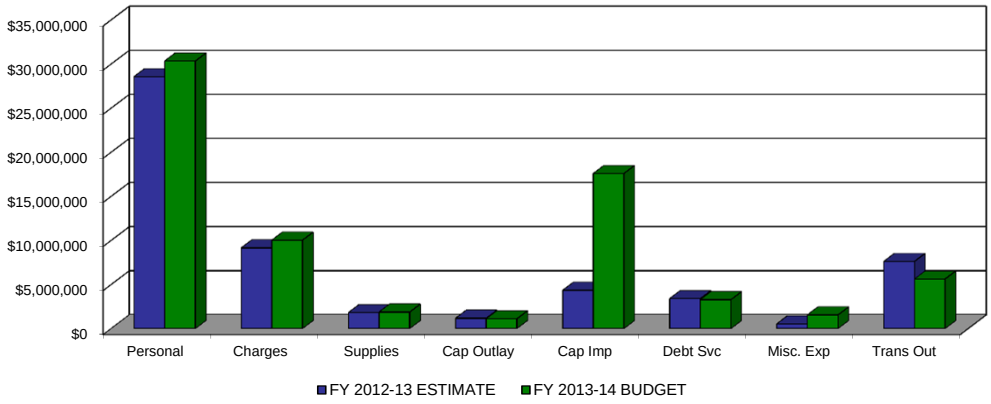


	FY 2011-12 ACTUAL	FY 2012-13 ESTIMATE	**FY 2013-14 BUDGET**	% CHANGE FY13 - FY14
Taxes	28,695,516	29,865,460	**30,736,763**	2.92%
Licenses, Permits & Fees	1,796,305	1,693,500	**1,912,000**	12.90%
Fines & Forefeits	12,784,735	13,412,100	**14,708,700**	9.67%
Charges for Services	657,287	1,238,800	**931,400**	(24.81)%
Intergovernmental	326,563	104,500	**4,224,500**	3942.58%
Interest Income	872,642	974,900	**7,963,000**	716.80%
Miscellaneous Revenue	1,525,709	4,095,100	**4,100,000**	0.12%
Financing Revenues	708,039	672,400	**655,300**	0.00%
Transfers In	5,164,343	5,574,800	**5,032,100**	(9.73)%
Total Revenue	52,531,139	57,631,560	**70,263,763**	21.92%

REVENUES BY FUND/SOURCE OF REVENUE

FY 2012-13 BUDGET	Taxes	Licenses, Permits & Fees	Fines & Forfeitures	Charges for Services	Intergov	Interest Income	Misc Revenues	Financing Revenues	Transfers In	Total
General	22,592,700	1,910,800	1,040,500	931,400	20,000	13,000	0	655,300	302,500	**27,466,200**
Water/Sewer	19,000	1,200	13,668,200	0	4,500	7,049,000	600,000	0	0	**21,341,900**
Fleet Services	0	0	0	0	0	0	0	0	1,397,400	**1,397,400**
Information Systems	0	0	0	0	0	0	0	0	1,122,200	**1,122,200**
Equipment Replacement	0	0	0	0	0	0	0	0	660,000	**660,000**
Debt Service	2,587,963	0	0	0	0	1,000	0	0	1,300,000	**3,888,963**
Capital Projects	0	0	0	0	4,200,000	0	20,000	0	0	**4,220,000**
Redevelopment	0	0	0	0	0	0	0	0	0	**0**
Public Building	1,657,800	0	0	0	0	0	0	0	0	**1,657,800**
TIF #1	967,000	0	0	0	0	0	0	0	0	**967,000**
TIF #2	341,300	0	0	0	0	0	0	0	0	**341,300**
TIF #3	45,000	0	0	0	0	0	0	0	250,000	**295,000**
TIF #4	0	0	0	0	0	0	0	0	0	**0**
Police Pension	0	0	0	0	0	900,000	3,480,000	0	0	**4,380,000**
Motor Fuel Tax	2,526,000	0	0	0	0	0	0	0	0	**2,526,000**
Community Days	0	0	0	0	0	0	0	0	0	**0**
	30,736,763	**1,912,000**	**14,708,700**	**931,400**	**4,224,500**	**7,963,000**	**4,100,000**	**655,300**	**5,032,100**	**70,263,763**

WHERE THE MONEY GOES
ALL FUND EXPENDITURES
FY 2012-13 ESTIMATE vs. FY 2013-14 BUDGET



	FY 2011-12 ACTUAL	FY 2012-13 ESTIMATE	**FY 2013-14 BUDGET**	% CHANGE FY13 - FY14
Personal Services	28,307,677	28,573,300	**30,347,200**	6.21%
Services & Charges	7,859,898	9,155,900	**10,036,200**	9.61%
Supplies & Materials	1,767,465	1,820,000	**1,879,800**	3.29%
Capital Outlay	1,095,098	1,182,500	**1,116,400**	(5.59)%
Capital Improvement Projects	3,409,093	4,352,775	**17,596,100**	304.25%
Debt Service	3,240,768	3,415,880	**3,289,872**	-3.69%
Misc. Expenditures	642,941	549,600	**1,559,500**	183.75%
Transfers Out	5,734,044	7,628,733	**5,632,100**	-26.17%
Total Expenditures	52,056,984	56,678,688	**71,457,172**	26.07%

EXPENDITURES BY DEPARTMENT/SOURCE OF EXPENDITURE

FY 2012-13 BUDGET	Personal Services	Services & Charges	Supplies & Materials	Capital Outlay	Capital Imprv. Project	Debt Service	Misc Expenditure	Transfers Out	Total
General Fund									
Admin	777,000	497,700	6,000	0	0	0	0	170,800	**1,451,500**
Boards & Commissions	400	18,500	600	0	0	0	0	0	**19,500**
Finance	438,200	48,800	6,200	0	0	0	0	80,200	**573,400**
Community Relaltions	572,900	108,800	34,500	0	0	0	0	25,800	**742,000**
Building & Grounds	298,400	194,000	34,400	0	0	0	0	28,200	**555,000**
Police	12,031,100	339,800	140,700	0	0	0	0	1,215,500	**13,727,100**
HHRC	227,500	7,800	11,600	0	0	0	0	66,200	**313,100**
Consolidated Dispatch	1,766,600	16,800	18,800	0	0	0	0	45,300	**1,847,500**
Community Development	2,377,700	129,900	7,100	0	0	0	0	169,900	**2,684,600**
Electrical & Forestry	950,500	839,600	77,000	0	0	0	0	230,000	**2,097,100**
Street	1,241,800	118,800	460,400	0	0	0	0	513,500	**2,334,500**
General Ledger	0	629,200	0	0	0	0	517,500	0	**1,146,700**
Water & Sewer Fund									
Water	1,931,500	5,111,400	101,100	26,200	737,000	0	0	215,100	**8,122,300**
Sewer	1,376,100	292,700	63,100	36,500	0	0	0	269,400	**2,037,800**
Water Pollution Control	2,510,700	1,163,900	245,200	39,700	7,274,100	0	0	119,400	**11,353,000**
Fleet Services	611,600	112,200	643,300	0	0	0	0	30,300	**1,397,400**
Information Systems	514,200	328,200	29,800	250,000	0	0	0	0	**1,122,200**
Equipment Replacement	0	0	0	764,000	0	0	0	0	**764,000**
Debt Service	0	0	0	0	0	3,289,872	0	600,000	**3,889,872**
Capital Projects	0	20,000	0	0	4,248,600	0	0	0	**4,268,600**
Redevelopment	0	0	0	0	0	0	0	0	**0**
Public Building	0	0	0	0	11,000	0	0	1,600,000	**1,611,000**
TIF #1	0	300	0	0	1,464,000	0	0	0	**1,464,300**
TIF #2	0	0	0	0	300,000	0	1,000,000	250,000	**1,550,000**
TIF #3	0	300	0	0	327,500	0	0	0	**327,800**
TIF #4	0	0	0	0	0	0	0	0	**0**
Police Pension	2,721,000	57,500	0	0	0	0	42,000	2,500	**2,823,000**
Motor Fuel Tax	0	0	0	0	3,233,900	0	0	0	**3,233,900**
Community Days	0	0	0	0	0	0	0	0	**0**
	30,347,200	**10,036,200**	**1,879,800**	**1,116,400**	**17,596,100**	**3,289,872**	**1,559,500**	**5,632,100**	**71,457,172**

VILLAGE OF ADDISON
FUND BALANCE SUMMARY
FY 2013-14
(ESTIMATED)

FUND	BEGINNING FUND BALANCE 5/1/2013	2013-14 REVENUES	2013-14 EXPENDITURES	2013-14 SURPLUS/ (DEFICIT)	ENDING FUND BALANCE 4/30/2014
GENERAL FUND	6,952,734	27,466,200	27,492,000	(25,800)	6,926,934
WATER & SEWER FUND *	3,822,784	21,341,900	21,513,100	(171,200)	3,651,584
FLEET SERVICES	81,679	1,397,400	1,397,400	0	81,679
INFORMATION SYSTEMS	(92,847)	1,122,200	1,122,200	0	(92,847)
EQUIP REPL. FUND *	4,989,843	660,000	764,000	(104,000)	4,885,843
DEBT SERVICE	1,777,684	3,888,963	3,889,872	(909)	1,776,775
CAPITAL PROJECTS	49,343	4,220,000	4,268,600	(48,600)	743
REDEVELOPMENT FUND	35	0	0	0	35
PUBLIC BUILDING FUND	(23,006)	1,657,800	1,611,000	46,800	23,794
TIF # 1	641,493	967,000	1,464,300	(497,300)	144,193
TIF # 2	1,246,704	341,300	1,550,000	(1,208,700)	38,004
TIF # 3	54,366	295,000	327,800	(32,800)	21,566
TIF # 4	6,667	0	0	0	6,667
POLICE PENSION	28,852,678	4,380,000	2,823,000	1,557,000	30,409,678
MOTOR FUEL TAX	772,441	2,526,000	3,233,900	(707,900)	64,541
COMMUNITY DAYS FUND	6,399	0	0	0	6,399
TOTAL	49,138,997	70,263,763	71,457,172	(1,193,409)	47,945,588

NOTES

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

1) The General Fund shows a $25,800 deficit or 0.1% of expenses to utilize surpluses in excess of required fund balance levels.
2) The Water & Sewer Fund shows a $171,200 deficit or 0.8% of expenses to utilize surpluses in excess of required fund balance levels.
3) The Information Services Budget has a negative fund balance which is a carryover from previous years.
4) The Equipment Replacement Fund shows a $104,000 deficit to utilize fund balances that have been accumulated for the future purchase of equipment.
5) The Capital Projects Fund shows a planned deficit of $48,600 to utilize surpluses in excess of required fund balance levels.
6) The Public Building Fund shows a planned deficit of $292,300 to utilize surpluses in excess of required fund balance levels.
7) The TIF #1 Fund shows a planned deficit $497,300 to utilize fund balances that have been accumulated for projects that are planned,
8) The TIF #2 Fund shows a planned deficit $1,208,700 to utilize fund balances that have beenaccumulatedfor projects that are planned,
9) The TIF #3 Fund shows a planned deficit of $32,800 to utilize fund balances that have beenaccumulated for projects that are planned,
10) The Motor Fuel Tax Fund shows a planned deficit of $707,900. This is primarily due to Federal funding for several road reconstruction projects. The timing of the grant requires the Village to match funding. Prior year surpluses will be utilized to offset the deficit.

VILLAGE OF ADDISON
ALL FUNDS THREE YEAR BUDGET SUMMARY

REVENUES	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	2013-14 **BUDGET**	2014-15 BUDGET	2015-16 BUDGET
GENERAL FUND	24,327,852	25,597,140	26,030,000	25,885,800	**27,466,200**	28,476,300	29,734,100
WATER & SEWER FUND	11,239,191	12,114,463	13,868,900	13,899,500	**21,341,900**	15,304,600	16,824,700
FLEET SERVICES	1,238,082	1,408,206	1,422,700	1,556,300	**1,397,400**	1,399,100	1,425,300
INFORMATION SYSTEMS	856,253	837,868	963,000	994,600	**1,122,200**	1,009,600	1,006,500
EQUIP REPL. FUND	720,547	818,208	707,900	707,900	**660,000**	626,800	601,800
DEBT SERVICE	3,678,756	4,020,006	3,861,713	3,873,860	**3,888,963**	3,945,788	4,003,023
CAPITAL PROJECTS	126,893	167,326	4,230,000	30,100	**4,220,000**	20,000	20,000
REDEVELOPMENT FUND	1,283	979	0	700	**0**	0	0
PUBLIC BUILDING FUND	5,113,315	1,619,627	1,671,700	1,595,000	**1,657,800**	1,712,100	1,767,800
TIF #1	1,216,903	1,186,788	1,200,000	967,300	**967,000**	967,000	967,000
TIF #2	631,672	593,589	991,000	343,500	**341,300**	341,300	341,300
TIF #3	106,579	38,829	44,000	1,065,400	**295,000**	45,000	45,000
TIF #4	3,200	354	300	0	**0**	0	0
POLICE PENSION	5,473,660	1,804,241	4,354,200	3,869,500	**4,380,000**	4,380,000	4,380,000
MOTOR FUEL TAX	1,226,376	2,323,569	3,020,500	2,764,300	**2,526,000**	3,072,300	2,636,000
COMMUNITY DAYS FUND	8,011	0	0	0	**0**	0	0
TOTAL VILLAGE REVENUES	55,968,573	52,531,193	62,365,913	57,553,760	**70,263,763**	61,299,888	63,752,523

EXPENDITURES	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
GENERAL FUND	23,671,150	25,819,988	26,647,600	26,304,433	**27,492,000**	28,315,800	29,250,500
WATER & SEWER FUND	11,165,278	11,777,781	13,899,900	13,739,600	**21,513,100**	15,195,800	16,764,400
FLEET SERVICES	1,218,062	1,396,612	1,422,700	1,415,200	**1,397,400**	1,399,100	1,425,300
INFORMATION SYSTEMS	770,666	859,930	963,000	994,600	**1,122,200**	1,009,600	1,006,500
EQUIP REPL. FUND	417,627	622,909	571,500	596,700	**764,000**	723,000	581,000
DEBT SERVICE	3,452,815	3,768,040	3,422,202	3,415,880	**3,889,872**	3,980,298	4,036,743
CAPITAL PROJECTS	66,090	131,375	4,238,600	22,700	**4,268,600**	20,000	20,000
REDEVELOPMENT FUND	451,751	871,936	949,000	945,500	**0**	0	0
PUBLIC BUILDING FUND	4,962,393	1,922,711	1,964,000	1,874,375	**1,611,000**	1,700,000	1,700,000
TIF #1	666,869	22,360	858,000	300	**1,464,300**	300	300
TIF #2	13,886	3,032	2,405,300	1,042,800	**1,550,000**	350,000	0
TIF #3	204,289	59,758	47,800	1,020,300	**327,800**	50,300	50,300
TIF #4	0	0	6,500	0	**0**	0	0
POLICE PENSION	2,249,214	2,400,923	2,491,600	2,639,700	**2,823,000**	2,900,100	2,984,200
MOTOR FUEL TAX	1,193,738	2,399,629	3,266,700	2,422,700	**3,233,900**	3,126,700	2,592,000
COMMUNITY DAYS FUND	4,748	0	0	0	**0**	0	0
TOTAL VILLAGE EXPENDITURES	50,508,576	52,056,984	63,154,402	56,434,788	**71,457,172**	58,770,998	60,411,243

MAJOR REVENUE AND FINANCING SOURCES

Notes

The two largest revenue sources (64.6%) for the Village in the FY 2013-2014 Budget are Taxes, 43.8% and Charges for Services 20.8%. The breakdown between funds is as follows:

TAXES	TOTAL	General	Debt Service	Public Building	TIF 1	TIF 2	TIF 3	Motor Fuel Tax
Sales & Sales Tax Increment	**21.1%**	13.9%	2.4%	2.4%				2.4%
Property Taxes	**12.1%**	8.8%	1.3%		1.4%	0.5%	0.1%	
Income Tax	**4.9%**	4.9%						
Telecommunications Tax	**2.3%**	2.3%						
Real Estate Transfer Tax	**0.5%**	0.5%						
Motor Fuel Tax	**1.2%**							1.2%
All Other Taxes	**1.7%**	1.6%	0.1%					
TOTAL	**43.8%**	**32.0%**	**3.8%**	**2.4%**	**1.4%**	**0.5%**	**0.1%**	**3.6%**

CHARGES FOR SERVICES	TOTAL	General	Water and Sewer
User Revenue – Water	**10.4%**	-	10.4%
User Revenue – Sewer	**8.8%**	-	8.8%
All Other	**1.6%**	1.3%	0.3%
TOTAL	**20.8%**	**1.3%**	**19.5%**

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 January 1, 2012 the Home Rule Sales tax increased by .25%. The change is noted below. 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:

	After April 1, 2008	After January 1, 2012
State	5.00%	5.00%
Village		
Municipal Tax	1.00%	1.00%
Home-Rule Tax	.75%	1.00%
DuPage County	.50%	.50%
DuPage Water Commission	.25%	.25%
Regional Transportation Authority	.50%	.50%
Total	8.00%	8.25%

Notes Cont.

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 3.7% increase in Sales tax in the FY 2014 budget over the projected FY13 results. The increase is due to the expansion of a food warehouse type facility and the addition of several new businesses.

Property Tax

Property tax receipts represent about 12.1% 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, 2012. Property owners will pay this tax in two installments due June 1 and September 1, 2013. A breakdown of the Village's total tax levy is as follows:

	Final 2011 Levy for FY 13	Estimated 2012 Levy for FY 14	% Change
General Fund			
Corporate	$3,529,507	$3,635,000	2.99%
Police Pension	1,940,176	2,150,000	10.81%
Subtotal	5,469,683	5,785,000	5.76%
Debt Service Fund	955,469	894,663	(6.36)%
Total Levy	$6,425,152	$6,679,663	3.96%
Equalized Assessed Val.	$1,169,485,325	$1,075,926,499	(8.00)%
Rate per $100 EAV	$0.5494	$0.6208	13.00%

Budget Assumptions – The 2012 tax levy, which will be received in FY 2013-14 was based on a projected decrease in EAV of 8%, and a total dollar increase of 3.96%. The total dollar increase is due to a 2.99% increase in the Corporate levy, plus a 10.81% increase in the Police Pension Levy, offset by a 6.36% decrease in the levy for Debt Service. There is an extensive discussion of the property tax levy process in the General Fund section.

Notes Cont.

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.

Budget Assumptions - To prepare the FY 2014 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 increased the income tax rate from 3% to 5% on personal income and from 4.8% to 7% on corporate income. As part of that legislation, the municipal percentage was decreased whereby the municipalities will not participate in the increased income tax revenues. The percentage was changed to "maintain" the same revenue streams the 1/10 previously provided.

State-wide change in income tax receipts - FY 2013 receipts are projected to be 12% higher than the original budget, due to the uncertainty of the effects of the legislation when the FY 13 budget was compiled. We budgeted a 3% increase in the FY 2014 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. This fee is then remitted to the state which remits the funds to the municipalities after subtracting an administrative charge. In FY 2004 the Village passed an additional 4% telecommunications tax effective 7/1/04. In FY 2006 the Village passed an additional 1% telecommunications tax effective 7/1/06. The total telecommunications tax rate is 6%

Budget Assumptions – The FY 2013-14 budget assumes a 3% increase based upon trending.

Real Estate Transfer Tax

This tax is imposed on the privilege of transferring title to real estate within the corporate limits of the Village, at the rate of $2.50 for each $1,000.00 of value or fraction thereof. The liability for payment of the tax is borne by the grantee or purchaser of any deed subject to the tax. The Village takes a conservative approach to budgeting these revenues, as they can fluctuate with local housing trends.

Notes Cont.

Real Estate Transfer Tax (Cont.)

Budget Assumptions: The FY 2013-14 budget includes an increase from current year estimated receipts based on recent activity. Although we are seeing an uptick in foreclosure and sheriff's sales, we are also seeing greater interest in vacant commercial and industrial properties.

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.

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 19.2% of the Villages' 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 5 year rate plan, any unforeseen changes in rates from the Du Page Water Commission (DPWC) have to be passed on. These changes have not only included rate increases, but FY 2006-2008 rate decreases. The City of Chicago announced in 2011 they would be increasing their rate to the DPWC by 90% over four years. The first rate increase, 25%, became effective January 1, 2012, with the second effective January 1, 2013. The DPWC has, accordingly, increased their rates to their members. 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 FY2013 that not only includes the increase from DPWC, but a nominal 4% 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 increase 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 90% of the pumpage being billed at the rates established by the existing five-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 (43%), Services and Charges (14%), Debt Service (5%) and Capital Projects (25%).

PERSONAL SERVICES

The Police Department accounts for 46% 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 FY2012 the Consolidated Dispatch Center Department was created to account for dispatch services. The Center provide dispatch services for the Village of Bensenville and the Village of Bloomingdale. The Center has the capacity to add 2-3 additional jurisdictions and charges a fee for the services.

The Water and Sewer Fund accounts for 19% of all personal services costs. The personnel in the Water and Sewer Fund maintain the quality and distribution of potable water to the residents. In addition, they staff the treatment plant which treats sewer discharges. Environmental Services staff ensures that the levels of discharge from the commercial and industrial customers are within the EPA required levels.

SERVICES AND CHARGES

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

CAPITAL IMPROVEMENT PROJECTS

Capital Improvements account for 25% of all expenditures within the Village. The annual road improvement program which includes reconstruction and resurfacing of additional roads accounts for 18% of all capital. Replacement and maintenance of equipment in the Water and Sewer Fund account for 46% of all capital. The Village will receive an IEPA Loan that will fund over $7,000,000 in lift station and sewage treatment plant renovations. The Village has also received grants to purchase properties that were damaged in the 2008 and 2010 floods. This program accounts for 24% of the total Capital Improvements budgeted.

DEBT SERVICE

Debt Service payments are 5% of Village wide expenditures. Of the $3,289,872 needed for debt payments, $894,663 or 27% is paid with property taxes; the remaining 73% or $2,395,209 is paid with Home Rule Sales Tax Increment monies.

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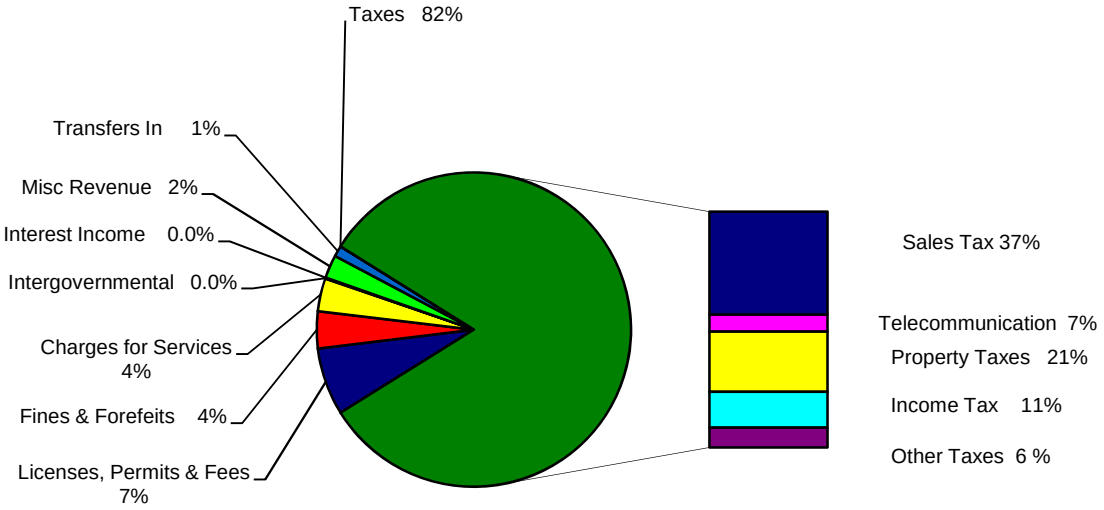
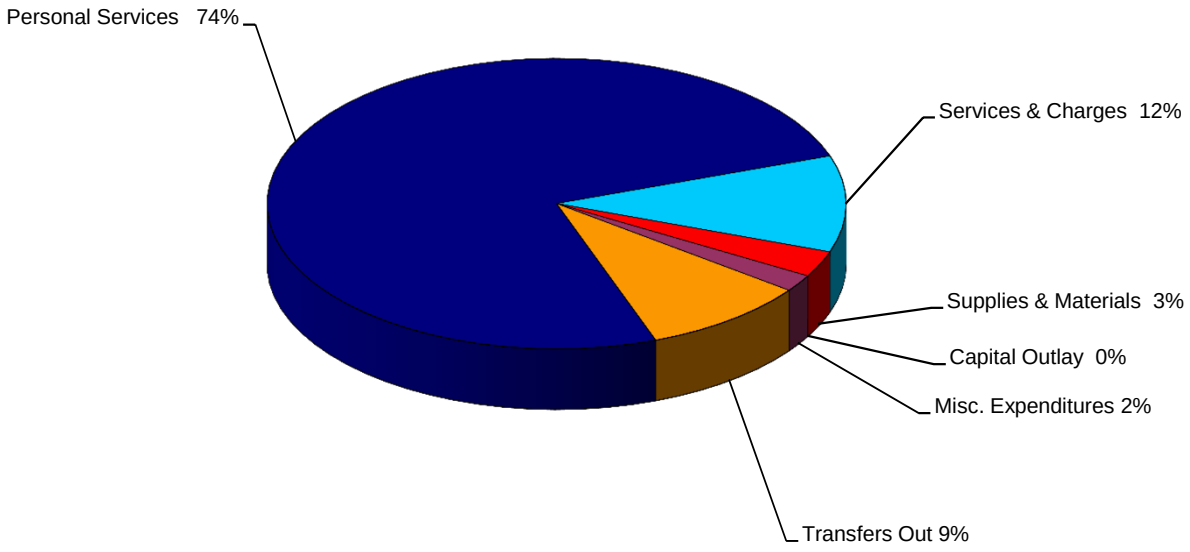
WHERE THE MONEY COMES FROM
GENERAL FUND REVENUES
2013-2014 FISCAL YEAR



	FY 2011-12 ACTUAL	FY 2012-13 ESTIMATE	**FY 2013-14 BUDGET**	PERCENTAGE CHANGE FY13 - FY14
Taxes	21,079,646	21,618,100	**22,592,700**	4.51%
Licenses, Permits & Fees	1,795,005	1,692,300	**1,910,800**	12.91%
Fines & Forefeits	1,120,990	914,700	**1,040,500**	13.75%
Charges for Services	512,920	848,800	**931,400**	9.73%
Intergovernmental	206,742	0	**20,000**	na
Interest Income	13,352	13,000	**13,000**	0.00%
Financing Revenue	0	0	**0**	0.00%
Miscellaneous Revenue	685,985	672,400	**655,300**	(2.54)%
Transfers In	182,500	126,500	**302,500**	139.13%
Total Revenue	25,597,140	25,885,800	**27,466,200**	6.11%

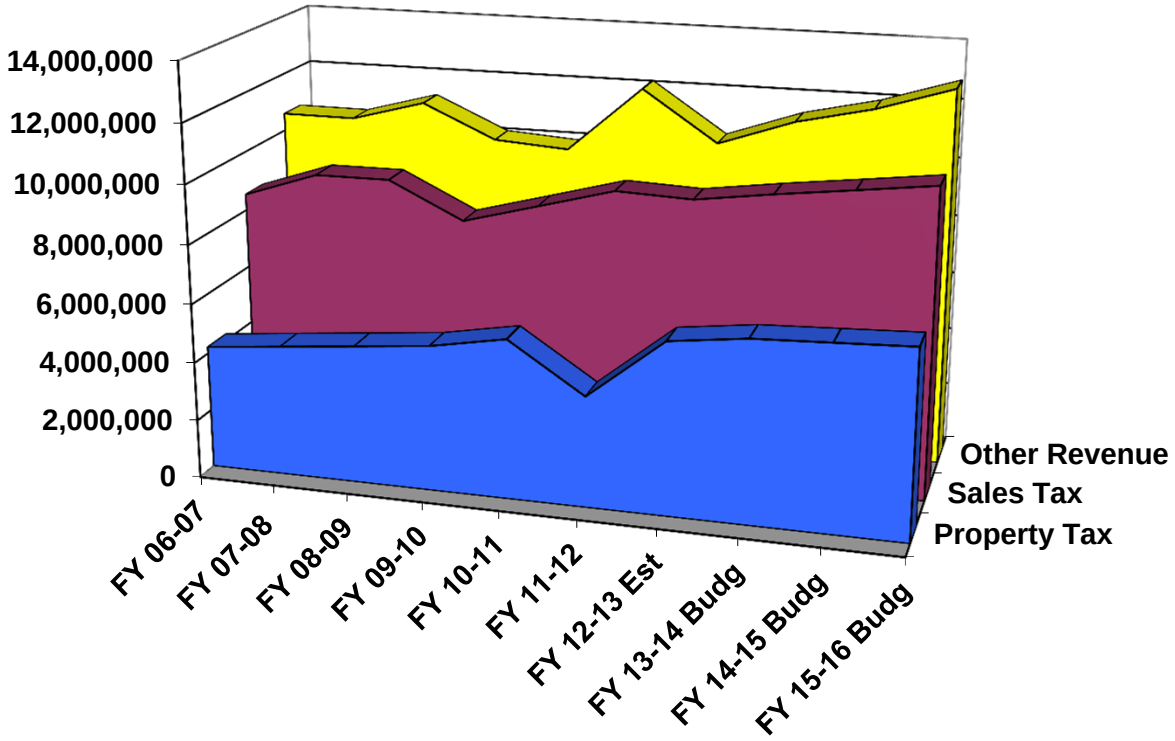
WHERE THE MONEY GOES
GENERAL FUND EXPENDITURES
2013-2014 FISCAL YEAR



	FY 2011-12 ACTUAL	FY 2012-13 ESTIMATE	**FY 2013-14 BUDGET**	PERCENTAGE CHANGE FY13 - FY14
Personal Services	19,261,063	19,424,700	**20,682,100**	6.47%
Services & Charges	2,646,183	2,858,300	**2,949,700**	3.20%
Supplies & Materials	788,963	790,300	**797,300**	0.89%
Capital Outlay	405,989	250,200	**0**	(100.00)%
Misc. Expenditures	502,163	507,600	**517,500**	0.00%
Transfers Out	2,215,627	2,473,333	**2,545,400**	2.91%
Total Expenditures	25,819,988	26,304,433	**27,492,000**	4.51%

GENERAL FUND REVENUES

PROPERTY TAX, SALES TAX
AND
OTHER GENERAL FUND REVENUE

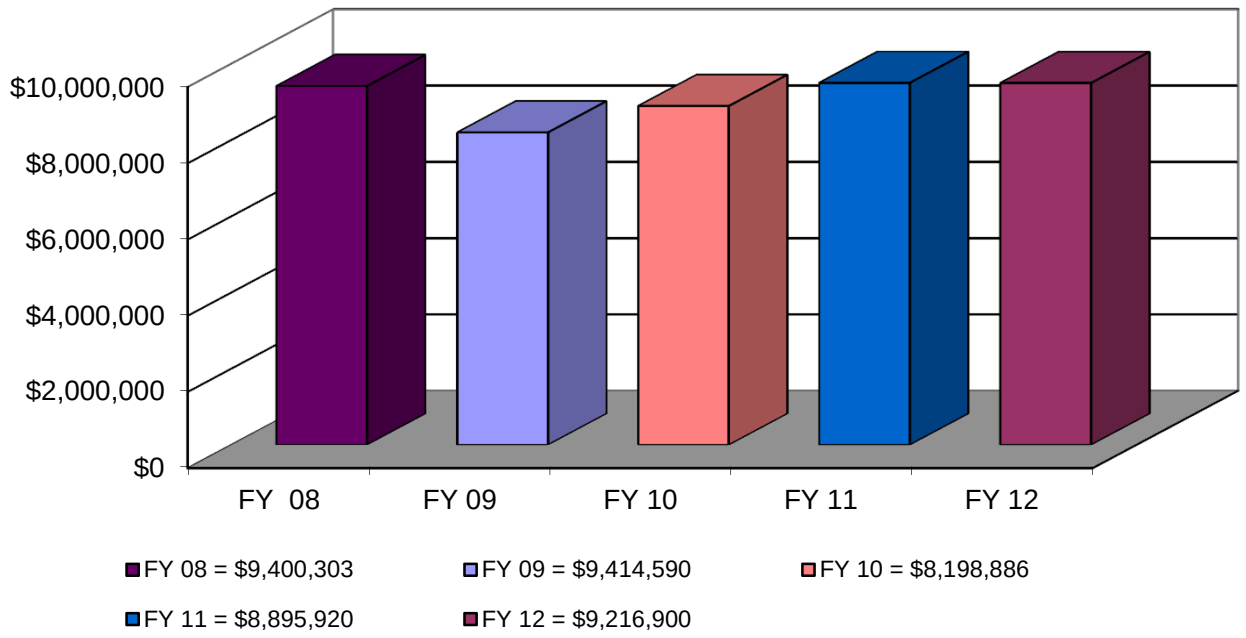


	Property Tax	Sales Tax	Other Revenue	Total Revenue
FY 06-07	4,216,794	8,544,408	10,592,382	23,353,584
FY 07-08	4,473,610	9,400,303	10,586,726	24,460,639
FY 08-09	4,722,823	9,414,590	11,280,223	25,417,636
FY 09-10	4,976,960	8,198,886	10,155,945	23,331,791
FY 10-11	5,446,173	8,892,092	9,989,587	24,327,852
FY 11-12	3,776,895	9,589,882	12,230,363	25,597,140
FY 12-13 Est	5,859,500	9,495,000	10,531,300	25,885,800
FY 13-14 Budg	6,183,300	9,854,800	11,428,100	27,466,200
FY 14-15 Budg	6,291,800	10,173,100	12,011,400	28,476,300
FY 15-16 Budg	6,403,500	10,500,500	12,830,100	29,734,100

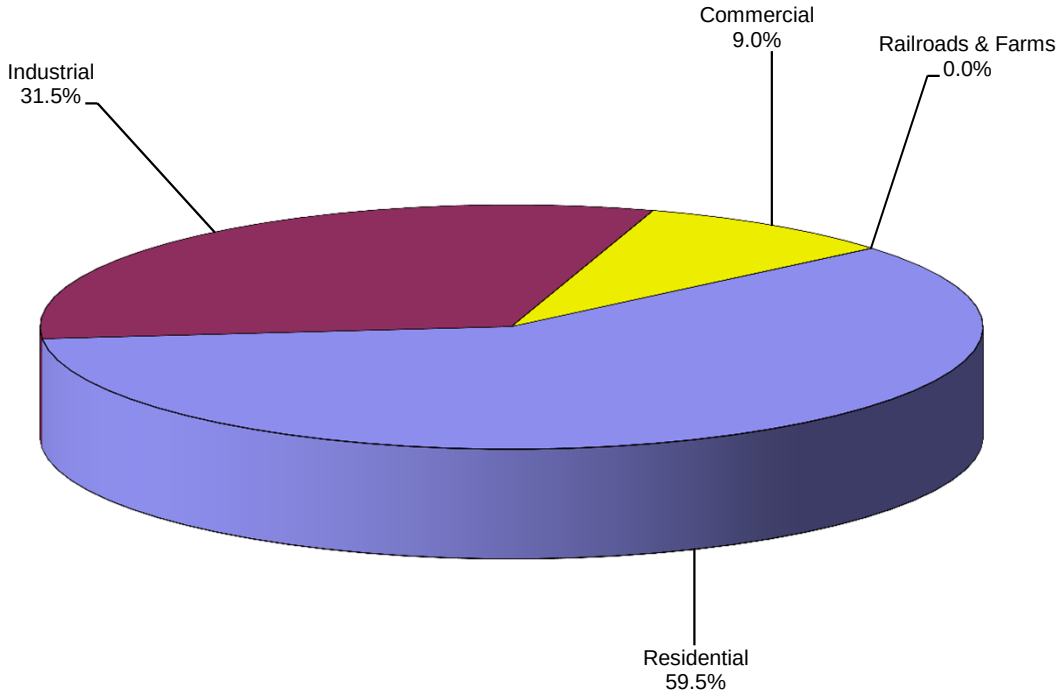
GENERAL FUND
SALES TAX & HOME RULE INCREMENT

LIABILITY MONTH	RECEIPT MONTH	FY 2009 Actual	FY 2009 % Change Over Last FY	FY 2010 Actual	FY 2010 % Change Over Last FY	FY 2011 Actual	FY 2011 % Change Over Last FY	FY 2012 Actual	FY 2012 % Change Over Last FY	FY 2013 Actual**	FY 2013 % Change Over Last FY
MAY	AUG	841,040	9.50%	697,550	-17.06%	716,904	2.77%	799,525	11.52%	808,831	1.16%
JUNE	SEPT	873,313	8.94%	721,919	-17.34%	805,640	11.60%	818,154	1.55%	786,631	-3.85%
JULY	OCT	852,319	16.05%	684,319	-19.71%	736,749	7.66%	824,909	11.97%	782,848	-5.10%
AUG	NOV	875,796	10.67%	675,428	-22.88%	709,607	5.06%	871,146	22.76%	844,438	-3.07%
SEPT	DEC	878,780	9.39%	711,018	-19.09%	726,627	2.20%	812,352	11.80%	761,304	-6.28%
OCT	JAN	811,272	-2.18%	701,680	-13.51%	762,052	8.60%	785,114	3.03%	811,805	3.40%
NOV	FEB	805,222	0.06%	680,599	-15.48%	737,766	8.40%	810,088	9.80%	779,290	-3.80%
DEC	MAR	819,335	-2.43%	738,216	-9.90%	863,531	16.98%	834,344	-3.38%	801,305	-3.96%
JAN	APRIL	686,252	-3.42%	584,398	-14.84%	658,405	12.66%	718,593	9.14%	667,092	-7.17%
FEB	MAY	635,301	-11.34%	609,777	-4.02%	626,544	2.75%	701,645	11.99%	773,256	10.21%
MAR	JUNE	678,474	-5.48%	696,327	2.63%	772,394	10.92%	772,094	-0.04%	850,900	10.21%
APRIL	JULY	657,486	-25.50%	697,656	6.11%	775,874	11.21%	750,612	-3.26%	827,300	10.22%
TOTAL SALES TAX		9,414,590	10.19%	8,198,886	-12.91%	8,892,093	8.45%	9,498,576	6.82%	9,495,000	-0.04%

** The last three months of FY 2013 are estimated based on current trending.



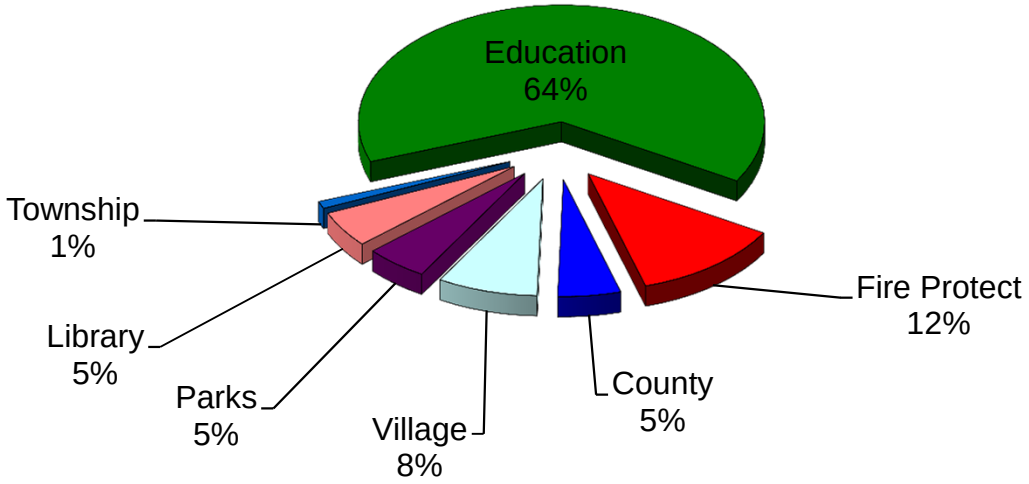
EQUALIZED ASSESSED VALUATION BREAKDOWN BY TYPE OF PROPERTY 2011 VALUATION



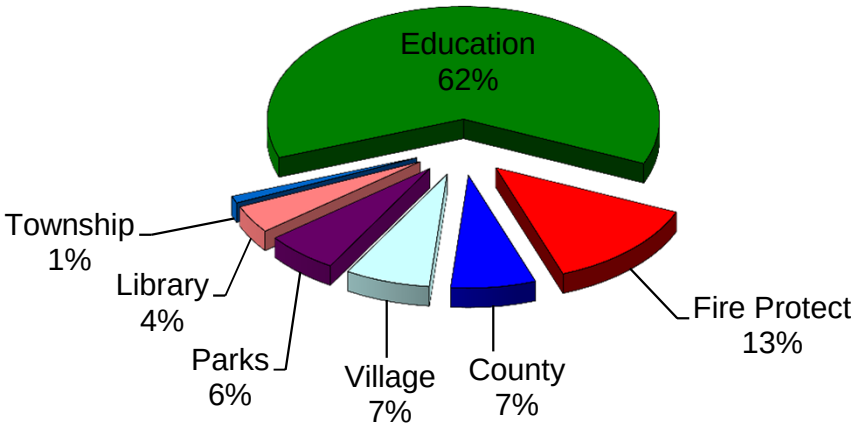
	2011 EAV	% of Total
Residential	696,106,974	59.5%
Industrial	367,978,840	31.5%
Commercial	105,042,046	9.0%
Railroads & Farms	357,465	0.0%
	1,169,485,325	100.0%

PROPERTY TAXES
WHERE DO THEY GO?

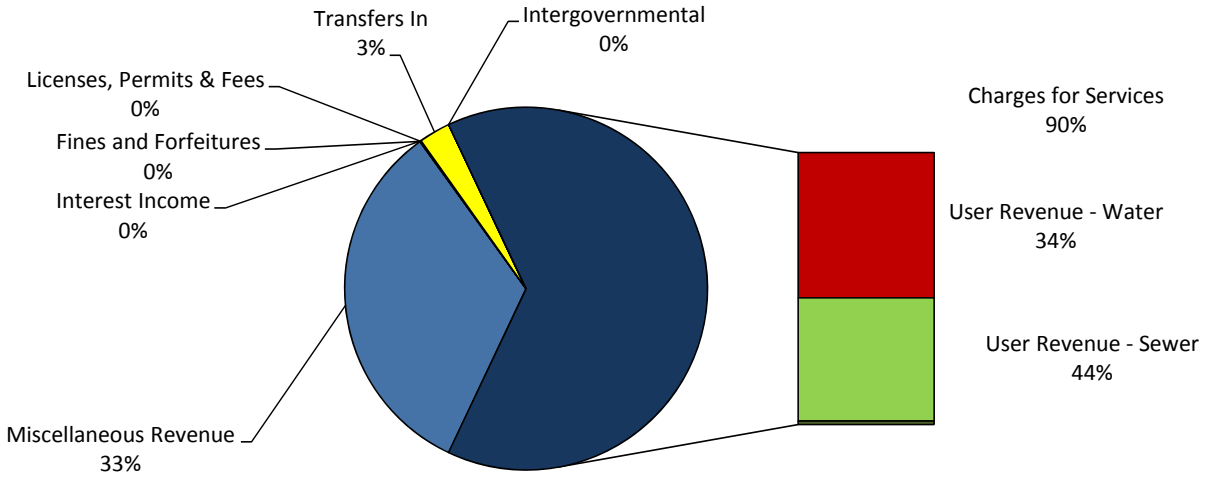
2011 TAX BILL



2001 TAX BILL



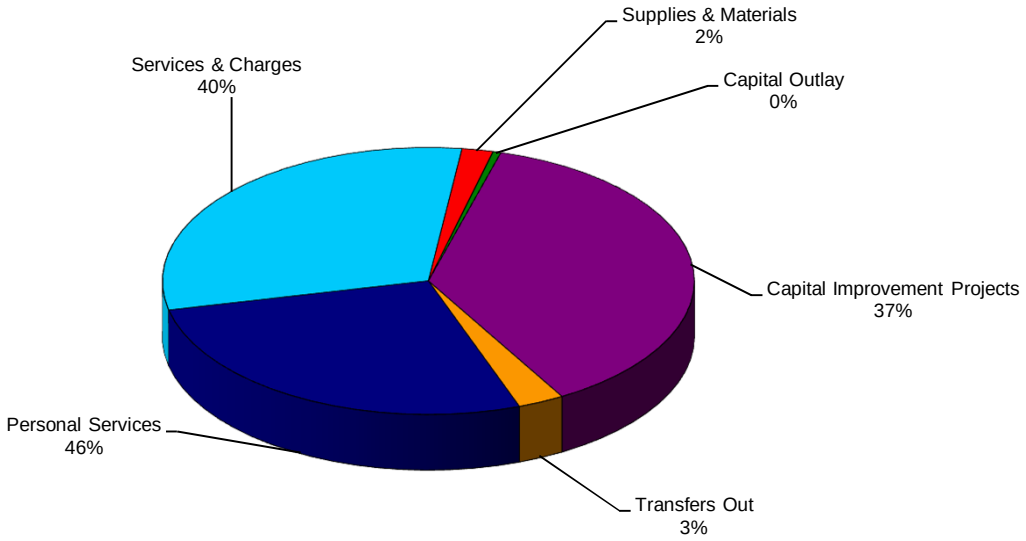
WHERE THE MONEY COMES FROM
ENTERPRISE FUND REVENUES
2013-2014 FISCAL YEAR



	2011-12 ACTUAL	2012-13 ESTIMATE	**2013-14 BUDGET**	% CHANGE FY13- FY14
Licenses, Permits & Fees	43,377	63,300	**19,000**	(69.98%)
Fines and Forefeitures	1,300	1,200	**1,200**	0.00%
Charges for Services	11,663,745	12,497,400	**13,668,200**	9.37%
Intergovernmental	0	250,000	**0**	0.00%
Interest Income	5,199	4,500	**4,500**	0.00%
Miscellaneous Revenue	33,572	49,200	**7,049,000**	14227.24%
Transfers In	367,270	1,033,900	**600,000**	0.00%
Total Revenue	12,114,463	13,899,500	**21,341,900**	53.54%

The increase in Miscellaneous Revenue in the 2013-14 Budget is due to the proceeds of an IEPA Loan for infrastructure improvements.

WHERE THE MONEY GOES
ENTERPRISE FUND EXPENSES
2013-2014 FISCAL YEAR



	2011-12 ACTUAL	2012-13 ESTIMATE	**2013-14 BUDGET**	% CHANGE FY13- FY14
Personal Services	5,635,313	5,530,400	**5,818,300**	5.21%
Services & Charges	4,701,058	5,801,500	**6,568,000**	13.21%
Supplies & Materials	264,626	364,400	**409,400**	12.35%
Capital Outlay	29,301	85,200	**102,400**	20.19%
Capital Improvement Projects	549,641	1,537,900	**8,011,100**	420.91%
Transfers Out	597,842	617,600	**603,900**	(2.22%)
Total Expenses	11,777,781	13,937,000	**21,513,100**	54.36%

ALL FUNDS REVENUES & EXPENDITURE SUMMARY
EXCLUDING INTERFUND TRANSFERS

FY 2013- 14 BUDGET

REVENUES

FUND	TOTAL	GENERAL	WATER SEWER	FLEET SERVICES	INFORM. SYSTEMS	EQUIP. REPL.	DEBT SERVICE	CAPITAL PROJ.	REDEVEL
BEGINNING REVENUES	$70,115,263	$27,317,700	$21,341,900	$1,397,400	$1,122,200	$660,000	$3,888,963	$4,220,000	$0
TO/FROM:									
General	(2,545,400)			(1,128,900)	(979,400)	(437,100)			
Water/Sewer	(603,900)			(268,500)	(118,400)	(217,000)			
Fleet Services	(30,300)				(24,400)	(5,900)			
Inform. Systems	0								
Equip. Repl.	0								
Debt Service	(600,000)		(600,000)						
Capital Projects	0								
Redevelopment	0								
Public Building Fund	(1,600,000)	(300,000)					(1,300,000)		
TIF 1	0								
TIF 2	(250,000)								
TIF 3	0								
TIF 4	0								
Police Pension	(2,500)	(2,500)							
Motor Fuel Tax	0								
Community Days	0								
TOTAL TRANSFERS	(5,632,100)	(302,500)	(600,000)	(1,397,400)	(1,122,200)	(660,000)	(1,300,000)	0	0
TOTAL REVENUES	**$64,483,163**	**$27,015,200**	**$20,741,900**	**$0**	**$0**	**$0**	**$2,588,963**	**$4,220,000**	**$0**

EXPENDITURES

FUND	TOTAL	GENERAL	WATER SEWER	FLEET SERVICES	INFORM. SYSTEMS	EQUIP. REPL.	DEBT SERVICE	CAPITAL PROJ.	REDEVEL
BEGINNING EXPENDITURES	$71,322,072	$27,478,700	$21,513,100	$1,397,400	$1,122,200	$762,000	$3,889,872	$4,268,600	$0
FROM/TO:									
General	(302,500)								
Water/Sewer	(600,000)						(600,000)		
Fleet Services	(1,397,400)	(1,128,900)	(268,500)						
Inform. Systems	(1,122,200)	(979,400)	(118,400)	(24,400)					
Equip. Repl.	(660,000)	(437,100)	(217,000)	(5,900)					
Debt Service	(1,300,000)								
Capital Projects	0								
Redevelopment	0								
Public Building Fund	0								
TIF 1	0								
TIF 2	0								
TIF 3	(250,000)								
TIF 4	0								
Police Pension	0								
Motor Fuel Tax	0								
Community Days	0								
TOTAL TRANSFERS	(5,632,100)	(2,545,400)	(603,900)	(30,300)	0	0	(600,000)	0	0
TOTAL EXPENDITURES	**$65,689,972**	**$24,933,300**	**$20,909,200**	**$1,367,100**	**$1,122,200**	**$762,000**	**$3,289,872**	**$4,268,600**	**$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 2013- 14 BUDGET

REVENUES

PUBLIC BLDG	TIF 1	TIF 2	TIF 3	TIF 4	POLICE PENSION	MFT	COMM. DAYS	FUND
$1,657,800	$967,000	$341,300	$295,000	$0	$4,380,000	$2,526,000	$0	**BEGINNING REVENUES**
								TO/FROM:
								General
								Water/Sewer
								Fleet Services
								Inform. Systems
								Equip. Repl.
								Debt Service
								Capital Projects
								Redevelopment
								Public Building Fund
								TIF 1
			(250,000)					TIF 2
								TIF 3
								TIF 4
								Police Pension
								Motor Fuel Tax
								Community Days
0	0	0	(250,000)	0	0	0	0	TOTAL TRANSFERS
$1,657,800	**$967,000**	**$341,300**	**$45,000**	**$0**	**$4,380,000**	**$2,526,000**	**$0**	**TOTAL REVENUES**

EXPENDITURES

PUBLIC BLDG	TIF 1	TIF 2	TIF 3	TIF 4	POLICE PENSION	MFT	COMM. DAYS	FUND
$1,611,000	$1,464,300	$1,550,000	$327,800	$0	$2,823,000	$3,114,100	$0	**BEGINNING EXPENDITURES**
								FROM/TO:
(300,000)					(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
		(250,000)						TIF 3
								TIF 4
								Police Pension
								Motor Fuel Tax
								Community Days
(1,600,000)	0	(250,000)	0	0	(2,500)	0	0	TOTAL TRANSFERS
$11,000	**$1,464,300**	**$1,300,000**	**$327,800**	**$0**	**$2,820,500**	**$3,114,100**	**$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 2013-14.

CAPITAL SPENDING

Land/Building	$12,697,500
Street	3,319,200
Water System	750,700
Sanitary/Storm Sewers	0
Water Pollution Control	100,100
Miscellaneous	1,728,600
TOTAL	$18,596,100

FUND (DEPARTMENT)

Motor Fuel Tax (Community Development)	$3,233,900
Capital Projects (Admin., Public Works, Comm. Dev.)	4,248,600
Redevelopment (Admin., Public Works)	0
Public Building (Building & Grounds, Public Works,	11,000
TIF # 1 (Admin., Comm Dev., Public Works)	1,464,000
TIF # 2 (Admin, Comm. Dev)	1,300,000
TIF # 3 (Public Works)	327,500
General Fund (Police)	0
Water & Sewer (Public Works &Environmental Services)	8,011,100
TOTAL	$18,596,100

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	2011-12 ACTUAL	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 PROJ	2015-16 PROJ	2016-17 PROJ	2017-18 PROJ
	LAND/BUILDINGS								
4404	PUBLIC WORKS FACILITY	PUB BLDG	68,282 c1,a,	33,200 c1,a	**0 t**	0	0	0	0
4405	VILLAGE HALL/POLICE FACILITY	"	35,897 a	205,000 a	**11,000 t**	0 t	0 t	0	0
4412	EVIDENCE BUILDING	"	347	400	**0**	0	0	0	0
4450	DRISCOLL PROPERTY	"	84,385 b	10,600 b	**0 b**	0	0	0	0
4439	HENRY HYDE RESOURCE CENTER	"	3,800		**0**	0	0	0	0
44XX	HISTORICAL BUILDINGS	"	0	149	**0**	0	0	0	0
44XX	PARK PURCHASE AND DEVELOPMENT	TIF2	0	0	**1,300,000**	350,000	0	0	0
4572	FEMA & STATE BUYOUTS - 2008	CAP PROJ	0	0	**3,318,500 c1,2**	0	0	0	0
4584	FEMA & STATE BUYOUTS - 2010	"	0	0	**861,500 c1,2**	0	0	0	0
4594	WPC - RE-ROOF/REPAIR BUILDINGS	WPC	158,968	150,000	**140,000 a**	104,000 a	0 a	0	0
	IEPA LOAN INFRASTRUCTURE	"	0	0	**7,034,000**	0	a	0	0
	PW DRIVEWAY OVERLAY	MFT	0	0	**32,500 a**	0	0	0	0
	SUBTOTAL		351,679	399,349	**12,697,500**	454,000	0	0	0
	STREETS								
4401	STREET MAINT. PROGRAM	MFT	1,575,694 m	1,975,000 m	**1,960,000 a,m, t**	1,815,000 a,m, t	1,920,000 a,m, t	2,415,000 a,m, t	2,515,000 a,m, t
4420	FULLERTON INTERSECTION/SIGNAL	"	0	0	**388,000 a,m, t**	0	0	0	0
4424	FLLRTN: ADDISON-VILLA	"	251,993 m	0	**0 a,m, t**	0 a,m, t	0	0	0
4415	MILL RD: LAKE - ARMY TRAIL	"	1,747 a,m	0 m	**0 a,m, t**	26,300 a,m, t	0	0	0
4414	ADDISON RD - RESURF	"	0 m	0	**0 a,m, t**	31,400 a,m, t	0 a,m	0	0
4425	GRACE ST - RESURF	"	0	0	**70,900 a,m, t**	70,900 a,m, t	0	0	0
4495	OAK MEADOWS DR	"	180,000	0 a,m		0	0	0	0
4416	SWIFT ROAD RESURFACING	"	0	95,000	**587,500 a,m, t**	557,900 a,m, t	42,000 a,m, t	0 a,m, t	0
4426	ROUTE 53 RESUFACE/EXPAND	"	390,195	390,200 a,m	**0 a,m, t**	390,200 a,m, t	0	0	0
44XX	LORRAINE	"	0	0	**0**	0	395,000	0 a,m, t	0
44xx	SIDEWALK PROGRAM				**100,000**	100,000	100,000	100,000	100,000
44XX	MFT SIDEWALK PROGRAM	"	0	0	**85,000**	85,000	85,000	85,000	85,000
44XX	ADA SIDEWALK COMPIANCE	"	0	0	**0**	50,000	50,000	50,000	50,000
44XX	ADA SIDEWALK COMPIANCE	CAP PROJS	0	0	**50,000**	0	0	0	0
4479	SIDEWALK EXISTING TRIP HAZARDS	REDEV	171,936 a	102,600 a	**0 a**	0	0	0	0
4429	ARMY TRAIL AT/AND MILL RD	TIF 1	22,054 a	0 a	**64,000 a**	0	0	0	0
4429	ARMY TRAIL @ JFK	TIF 3	4,452 a	0	**13,800 a**	0	0	0	0
	SUBTOTAL		2,598,071	2,562,800	**3,319,200**	3,126,700	2,592,000	2,650,000	2,750,000
	WATER SYSTEM								
4503	WATERMAIN REPLACEMENT:	WATER	14,860 a	642,700 a	**0 a**	0	1,023,000	0	0
4506	SCADA SYSTEM UPGRADE	"	0	72,500	**0 a**	0	0	0	0
4425	GRACE ST - RESURF	"	0	0	**112,000**	150,000	0 a	0	0
4426	RT 53: ARMY-LAKE	"	249,469 a	249,500 a	**0 a**	250,000 a	0	0	0
4414	ADDISON ROAD RESURFACE	"	0 a	0	**45,000**	0	0	0	0
4415	MILL/ARMY TRAIL IMPROV	"	11,294 a	0 a	**0**	52,000	0 a	0	0
4519	AUTOMATIC RADIO READ SYSTEM	"	34,876	175,000 a	**80,000**	0	500,000	0	0
4525	FULLERTON AVE WATERMAIN REPL.	"	75,809	0 a	**0**	200,000	0 a	0	0
4509	WATER TOWER WORK/PAINT	"	3,540	0 a	**500,000**	0 a	360,000 a	0	0
4429	ARMY TRAIL @ JFK	TIF 3	0	0 a	**13,700 a**	0	0	0	0
	SUBTOTAL		389,848	1,139,700	**750,700**	652,000	1,883,000	0	0
	SEWER SYSTEM								
4551	REBUILD MOTORS/PUMPS-DAPS	SEWER	0	42,000	**0 a**	0	0 a	0	0
4533	REPLACE STORM SEWER	SEWER	825 a	0 a	**0**	0	0	0	0
	SUBTOTAL		825	42,000	**0**	0	0	0	0
	WATER POLLUTION CONTROL								
4587	ANAEROBIC DIGESTER CLEANING	WPC	0	96,200	**100,100 a**	0 a	0	0	0
4599	BELT PRESS REHAB	"	0	75,000	**0 a**	0	0	0	0
	SUBTOTAL		0	171,200	**100,100**	0	0	0	0
	MISCELLANEOUS								
4475	NOISE WALLS	CAP PROJS	0 g	0 g	**0**	0	0	0	0
4483	I-290 BRIDGE	"	68,670 c5	0 c5	**18,600 c5**	0	0	0	0
	IDOT LED UPGRADE	MFT	0	0	**10,000**				
4301	PD - DISPATCH UPGRADE	GENERAL	264,442	a	**0**	0	0	0	0
4498	WESTWOOD CREEK STABILIZATION	TIF 1	0	0 a	**1,400,000 a**				
	GREEN MEADOWS REDEVELOPMENT	TIF 3	0	0 a	**300,000 a**	50,000	50,000	0	0
	SUBTOTAL		333,112	0	**1,728,600**	50,000	50,000	0	0
	TOTAL CAPITAL SPENDING		3,673,535	4,315,049	**18,596,100**	4,282,700	4,525,000	2,650,000	2,750,000

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

	2011-12 ACTUAL	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 PROJ	2015-16 PROJ	2016-17 PROJ	2017-18 PROJ
a. CASH ON HAND	2,365,950	4,304,449	**4,217,500**	1,532,400	1,777,300	1,781,800	1,881,800
b. DEBT FINANCING	84,385	10,600	**7,034,000**	0	0	0	0
c. GRANTS							
1. FEDERAL	0	0	**3,150,000**	0	0	0	0
FEDERAL - ARRA	167,000	0	**0**	0	0	0	0
2. STATE	42,530	0	**1,050,000**	0	0	0	0
3. LOCAL	0	0	**0**	0	0	0	0
4. CDBG	0	0	**0**	0	0	0	0
5. CMAQ	68,670	0	**18,600**	0	0	0	0
d. CONTRIBUTIONS	0	0	**0**	0	0	0	0
e. ANNEXATION/TAP ON FEES	0	0	**0**	0	0	0	0
f. GAIN - SALE OF ASSETS	0	0	**0**	0	0	0	0
g. INSURANCE PROCEEDS	20,000	0	**0**	0	0	0	0
m. MOTOR FUEL TAX	945,000	0	**868,200**	868,200	868,200	868,200	868,200
t. HOME RULE SALES TAX	0	0	**2,257,800**	1,882,100	1,879,500	0	0
u. UNFUNDED PROJECTS	(20,000)	0	**0**	0	0	0	0
TOTAL CAPITAL FUNDING	3,673,535	4,315,049	**18,596,100**	4,282,700	4,525,000	2,650,000	2,750,000

Capital Improvement Program (CIP)
Impact on FY 2013-14 Operating Budget

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

Land/Building

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

Federal and State funding will allow the Village to acquire 17 flood prone properties in 3 different sub-divisions which were severely damaged in 2008 and 2010. The restored property will be donated to the Addison Park District for expansion of nearby Cherokee Park.

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

IEPA Loan Infrastructure

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

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

Streets

Sidewalk Replacement

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

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

VILLAGE OF ADDISON

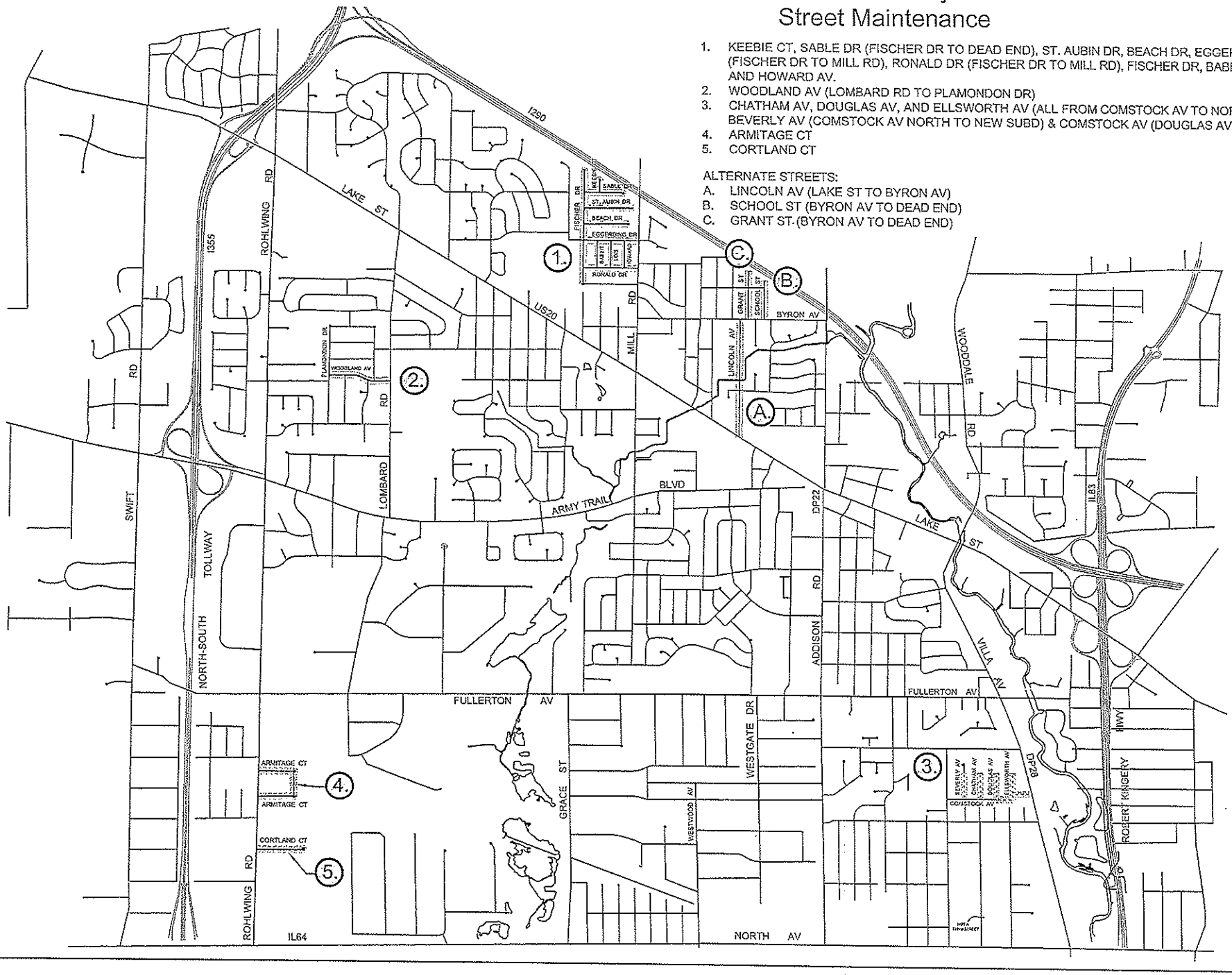
Motor Fuel Tax Fund Projects FY 13-14

Street Maintenance

1. KEEBIE CT, SABLE DR (FISCHER DR TO DEAD END), ST. AUBIN DR, BEACH DR, EGGERDING DR (FISCHER DR TO MILL RD), RONALD DR (FISCHER DR TO MILL RD), FISCHER DR, BABBIT AV, LOIS AV, AND HOWARD AV.
2. WOODLAND AV (LOMBARD RD TO PLAMONDON DR)
3. CHATHAM AV, DOUGLAS AV, AND ELLSWORTH AV (ALL FROM COMSTOCK AV TO NORTH DEAD END), BEVERLY AV (COMSTOCK AV NORTH TO NEW SUBD) & COMSTOCK AV (DOUGLAS AV TO VILLA AV)
4. ARMITAGE CT
5. CORTLAND CT

ALTERNATE STREETS:

A. LINCOLN AV (LAKE ST TO BYRON AV)
B. SCHOOL ST (BYRON AV TO DEAD END)
C. GRANT ST (BYRON AV TO DEAD END)



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OVERVIEW AND DEBT FINANCING PRINCIPLES

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

- Staff conservatively projects the revenue sources to pay off the debt.

- The financing of the improvement will not exceed its useful life.

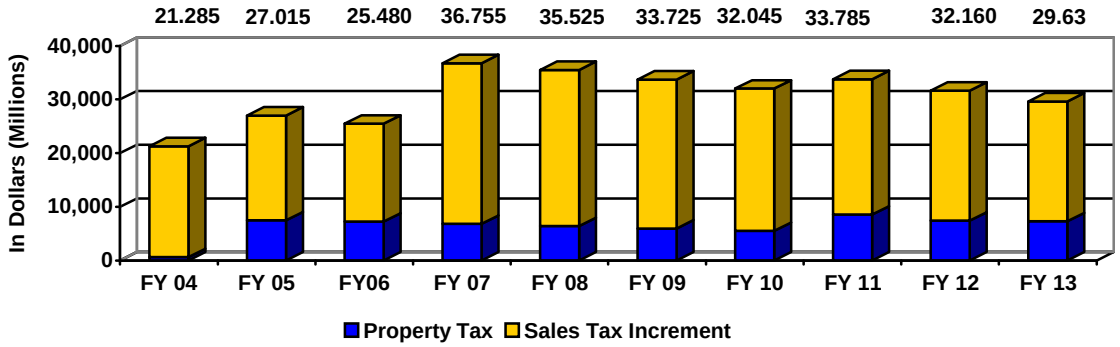
- The benefits of the improvement must outweigh its costs, including the interest costs of financing.

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

VILLAGE OF ADDISON

Outstanding Bond Debt

Fiscal Years Ending 2004 through 2013



Note: The increased debt shown in FY 2005 is due to the 2004 G.O. Bonds which were issued for various capital projects and funding of the equipment replacement fund. This annual principal and interest payments will be paid thru a property tax levy. The levy is approximately the same amount as the payments of the 2001 Refunding issue, which was paid off in FY 2004, thereby a negligible property tax effect from this bond issue. The increased debt in FY07 is due to the 2006C and 2007 G.O. issues for the new Library construction. The property tax on these issues will be abated and paid by existing home rule sales tax increment revenues. The increase in FY 2011 is due to the 2010 Taxable G.O. bonds which were issued to purchase the Driscoll property. The annual principal and interest payments for this bond will be paid thru a property tax levy.

DEBT SUMMARY

LEGAL DEBT MARGIN

The Village is a home rule municipality.

> Article VII, Section 6(k) of the 1970 Illinois Constitution governs computation of the legal debt margin.
>
> "The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property...(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent:...indebtedness which is outstanding on the effective day (July 1, 1971) of this constitution or which is thereafter approved by referendum... shall be included in the foregoing percentage amounts."

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

TYPES OF VILLAGE DEBT

The Village's general obligation bond rating is AAA from Fitch Inc. and AA+ from Standard & Poor's. The Village was upgraded by Fitch from AA+ to AAA in 2010 and Standard & Poor's reaffirmed the AA+ rating issued in 2008. 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, 2013

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	2,795,000	948,957	3,743,957
2006C G.O. BOND	LIBRARY BUILDING	6,900,000	12/15/26	6,620,000	2,195,555	8,815,555
2007 G. O. BOND	LIBRARY BUILDING	6,100,000	12/15/26	5,855,000	1,946,979	7,801,979
2008 REFUNDING BOND	ADVANCE REFUNDING 1998	6,015,000	12/16/20	4,630,000	1,239,125	5,869,125
2010 TAXABLE G.O BOND	DRISCOLL PROPERTY	3,500,000	12/16/30	3,315,000	1,669,105	4,984,105
2011 REFUNDING BOND	ADVANCE REFUNDING 2002	2,835,000	12/15/17	2,430,000	252,750	2,682,750
2012 REFUNDING BOND	ADVANCE REFUNDING 2004	3,985,000	12/15/19	3,985,000	431,200	4,416,200
TOTAL ALL BONDS				29,630,000	8,683,671	38,313,671
LOANS						
NEVA-BYRON LOAN	CONSTRUCTION OF NEVA-BYRON SEWER	5,588,000	5/30/12	0	0	0

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	2011-12 ACTUAL	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
BOND RETIREMENT FUND						
2004 G.O.	PROPERTY TAX	264,862	518,000	**0**	0	0
2010 TAXABLE G.O.	PROPERTY TAX	238,998	263,338	**261,963**	265,088	267,423
2012 REFUNDING	PROPERTY TAX	0	72,175	**632,700**	632,100	631,300
SUBTOTAL - PROPERTY TAX		503,860	853,513	**894,663**	897,188	898,723
2002 REFUNDING	SALES TAX INCR.	454,280	0	**0**	0	0
2006A REFUNDING	SALES TAX INCR.	256,673	271,863	**276,312**	270,313	269,312
2006B REFUNDING	SALES TAX INCR.	547,404	0	**0**	0	0
2006C G.O.	SALES TAX INCR.	268,128	548,128	**557,348**	565,798	578,478
2007 G.O.	SALES TAX INCR.	237,894	482,894	**488,400**	503,325	512,281
2008 REFUNDING	SALES TAX INCR.	568,213	547,325	**475,950**	501,675	530,800
2011 REFUNDING	SALES TAX INCR.	0	508,782	**587,200**	562,000	537,150
SUBTOTAL - SALES TAX		2,332,592	2,358,991	**2,385,210**	2,403,111	2,428,021
NEVA-BYRON LOAN	OPERATING REVENUE	399,397	199,699	**0**	400,000	400,000
TOTAL		3,235,849	3,412,203	**3,279,872**	3,700,298	3,726,743

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GENERAL FUND

Narrative

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

Administration

Boards & Commissions

Finance

Community Relations

Building & Grounds

Police

Henry Hyde Resource Center

Consolidated Dispatch Center

Community Development

Electrical/Forestry

Street

General Ledger

GENERAL FUND (10) REVENUES

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1000	**REVENUES**	**TAXES**						
3001	PROPERTY TAXES - CURRENT	3,309,314	3,236,631	3,493,700	3,511,000	**3,616,300**	3,724,800	3,836,500
3002	PROPERTY TAXES - PRIOR YR.	122	841	0	1,400	**0**	0	0
3003	ROAD & BRIDGE TAX - CURRENT	394,533	409,075	400,000	416,900	**417,000**	417,000	417,000
3004	ROAD & BRIDGE TAX - PRIOR YR.	0	85	0	100	**0**	0	0
3005	REPLACEMENT TAXES	145,041	130,348	140,000	127,000	**127,000**	127,000	127,000
3007	POL PENSION PROPERTY TAX	1,742,204	2,101,803	1,920,000	1,930,100	**2,150,000**	2,150,000	2,150,000
3010	REAL ESTATE TRANSFER TAX	293,056	215,091	300,000	375,000	**386,200**	397,700	409,600
3020	INCOME TAX	2,880,557	3,009,476	2,969,000	3,325,000	**3,424,700**	3,527,500	3,633,300
3025	TELECOMMUNICATIONS TAX	1,655,861	1,708,571	1,700,000	1,600,000	**1,648,000**	1,697,400	1,748,300
3030	SALES TAX	7,360,627	7,881,311	8,013,400	7,900,000	**8,197,000**	8,461,000	8,732,700
3031	SALES TAX INCREMENT	1,531,465	1,617,265	1,671,700	1,595,000	**1,657,800**	1,712,100	1,767,800
3034	LOCAL USE TAX	533,841	538,951	578,000	572,600	**598,500**	616,400	935,000
3045	AUTO RENTAL TAX	2,075	3,290	1,500	4,000	**4,000**	4,000	4,000
3048	VIDEO GAMING TAX	0	0	0	0	**25,000**	50,000	50,000
3050	ROOM TAX (HOTEL-MOTEL)	199,616	226,908	250,000	260,000	**341,200**	358,300	376,200
	SUBTOTAL - TAXES	20,048,312	21,079,646	21,437,300	21,618,100	**22,592,700**	23,243,200	24,187,400
		LICENSES, PERMITS, AND FEES						
3101	VEHICLE LICENSES	461,387	457,668	450,000	450,000	**568,800**	568,700	568,700
3110	BUSINESS LICENSES	236,409	232,164	235,000	235,000	**293,800**	293,800	293,800
3115	LIQUOR LICENSES	101,733	102,032	100,000	102,000	**133,800**	140,100	140,100
3117	MULTIPLE DWELLING LICENSES	246,860	231,295	250,000	200,000	**200,000**	260,000	260,000
3118	BUILDING PERMITS	116,751	199,564	225,000	180,000	**190,000**	200,000	210,000
3120	BLDG/ZON. SUBDIV. FEES	3,393	2,660	3,000	2,000	**2,000**	2,000	2,000
3123	PLANNING/DEVELOP. FEES	20,131	31,260	30,000	23,400	**25,000**	25,000	25,000
3125	DEVELOPMENT REVIEW FEE	23	1,845	0	300	**0**	0	0
3131	FRANCHISE FEE - CATV	353,548	375,167	385,000	395,000	**415,000**	435,000	455,000
3140	ANNEXATION/TAP ON FEES	1,055	6,541	3,000	1,600	**3,000**	3,000	3,000
3150	ALARM PERMIT FEES	13,945	13,605	13,000	13,000	**13,000**	13,000	13,000
3170	SOLICITOR'S FEES	665	635	500	700	**700**	700	700
3175	CHARITY GAME FEES	0	0	0	10,900	**0**	0	0
3180	SEX OFFENDER REG FEE	0	470	0	700	**700**	700	700
3195	BUSINESS LIC BACKGROUND	12,600	9,695	7,000	8,500	**8,500**	8,500	8,500
3196	FIRE PLAN REVIEW FEES	8,587	10,764	10,000	9,000	**9,500**	10,000	10,500
3197	PLUMBING INSPECTION FEES	20,283	28,433	27,000	20,000	**22,000**	24,000	26,000
3198	REVIEW & INSPECTION FEES	6,884	90,907	20,000	40,200	**25,000**	25,000	25,000
3199	OTHER LICENSES & PERMITS	0	300	0	0	**0**	0	0
	SUBTOTAL - LICS./ PERMITS/FEES	1,604,254	1,795,005	1,758,500	1,692,300	**1,910,800**	2,009,500	2,042,000
		FINES & FORFEITS						
3201	POLICE FINES	446,980	419,364	408,000	300,000	**330,000**	360,000	390,000
3202	PARKING FINES	267,491	228,868	210,000	254,000	**275,000**	300,000	325,000
3206	COURT FEES - TRAFFIC VIOL SB1260	43,150	38,535	40,000	25,000	**25,000**	25,000	25,000
3207	OVERWEIGHT TRUCK FINES	98,143	28,418	40,000	8,000	**15,000**	15,000	15,000
3208	ADMIN ADJUDICATION	21,228	20,410	20,000	13,000	**15,000**	18,000	20,000
3209	RED LIGHT CAMERA ENFORCEMENT	423,399	153,696	175,000	100,000	**170,000**	160,000	150,000
3212	CURRENCY INVESTIGATIONS	0	0	0	100	**0**	0	0
3215	ANIMAL IMPOUNDING	1,135	925	800	400	**500**	500	500
3220	VEHICLE IMPOUND FEE	165,200	175,610	170,000	148,000	**150,000**	155,000	160,000
3222	TRUCK PERMIT FEE	18,930	13,339	14,000	19,000	**19,000**	19,000	19,000
3223	FTA WARRANT FEE - PD	0	5,595	0	6,000	**0**	0	0
3225	FALSE ALARM CHARGES - OTHER	36,160	23,580	20,000	21,000	**21,000**	21,000	21,000
3230	ADMIN ADJ - COM DEV	0	12,650	15,000	20,200	**20,000**	20,000	20,000
	TOTAL FINES & FORFEITS	1,521,816	1,120,990	1,112,800	914,700	**1,040,500**	1,093,500	1,145,500
		CHARGES FOR SERVICES						
3350	GARBAGE BILLING	232,687	241,869	234,600	240,600	**247,800**	255,200	262,900
3351	BRUSH PICK-UP	108,962	108,520	105,000	108,000	**108,000**	108,000	108,000
3355	BAIL BONDS	25,020	19,365	18,000	12,000	**12,000**	12,000	12,000
3360	CONS DISPATCH CTR	0	142,866	620,100	488,200	**563,600**	563,600	563,500
3399	OTHER CHARGES	0	300	0	0	**0**	0	0
	SUBTOTAL - CHRGS FOR SVCS	366,669	512,920	977,700	848,800	**931,400**	938,800	946,400

GENERAL FUND (10) REVENUES

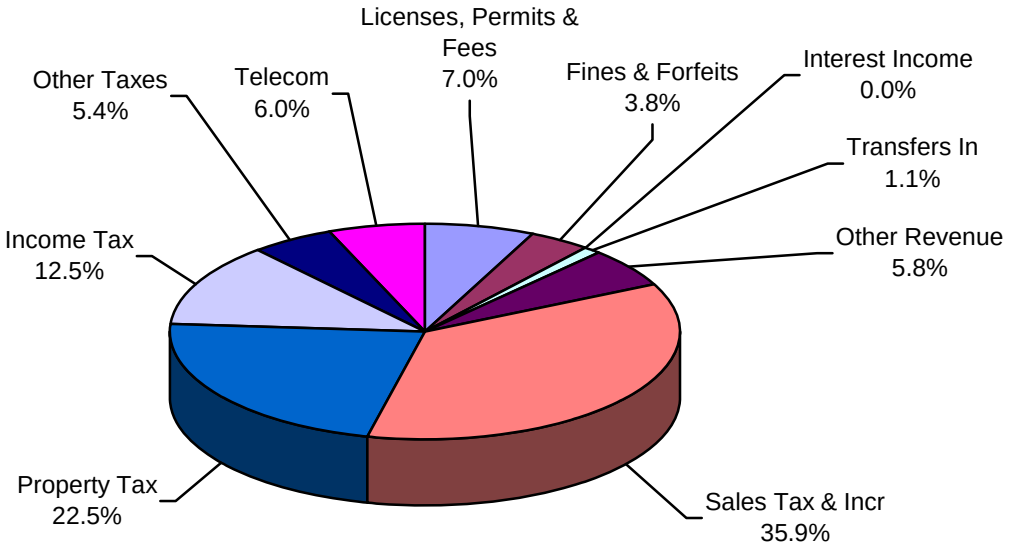
Budget Cont.

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1000	**REVENUES**	**INTERGOVERNMENTAL REVENUES**						
3410	GRANTS - FEDERAL (DOJ OT/Crime Prev)	47,607	0	0	0	**0**	0	0
3415	ARRA - JAG STARCOM	26,305	0	0	0	**0**	0	0
3420	GRANTS - ST. OF ILLINOIS (Arts Com)	0	2,500	0		**0**	0	0
3420	GRANTS - ST. OF ILLINOIS (Pol Trg Reimb)	0	0	0	0	**0**	0	0
3440	GRANTS - LOCAL							
	EAB/TREE (DMMC)	0	0	20,000	0	**20,000**	0	0
	ACDC BUILD-OUT (ETSB)	0	204,242	0	0	**0**	0	0
	SUBTOTAL - INTERGOVTL REVS	73,912	206,742	20,000	0	**20,000**	0	0
		INTEREST INCOME						
3510	INVESTMENT INTEREST	19,436	13,338	12,000	13,000	**13,000**	13,000	13,000
3520	INTEREST-PROPERTY TAX	131	14	0	0	**0**	0	0
3540	INTEREST ON LOANS	97	0	900	0	**0**	0	0
	SUBTOTAL - INTEREST INCOME	19,664	13,352	12,900	13,000	**13,000**	13,000	13,000
		MISCELLANEOUS REVENUE						
3802	REIMB-INSURANCE	60,625	53,349	40,000	80,000	**50,000**	50,000	50,000
3806	REIMB-TRAINING - POLICE	0	469	0	100	**0**	0	0
3807	REIMB-ENG/ARCH PERMITS	1,723	0	0	0	**0**	0	0
3809	REIMB-SPOTLIGHT	16,635	0	0	0	**0**	0	0
3811	REIMB-SPECIAL EVENTS	2,225	0	0	0	**0**	0	0
3813	REIMB- FEMA FLOOD	58,844	0	0	0	**0**	0	0
3817	REIMB PD - OT DUMEG	0	0	0	0	**0**	0	0
3818	REIMB PD OT CRIME PREV - DJ	0	10,404	0	6,300	**0**	0	0
3819	REIMB - POLICE TRAFFIC STUDY	0	0	0	0	**0**	0	0
3822	SALE OF MAPS/PUBLICATIONS	820	362	500	400	**500**	500	500
3824	SALE POSTAGE STAMPS	880	1,106	2,000	1,200	**1,200**	1,200	1,200
3826	REFUND PD UNUSED CMS FD	0	7,150	0	0	**0**	0	0
3830	POLICE REPORTS	5,694	5,997	6,000	6,000	**6,000**	6,000	6,000
3833	SCHOOL LIAISON PROGRAM	103,281	146,282	107,000	107,000	**107,000**	107,000	107,000
3834	SCHOOL SECURITY	0	64,107	0	0	**0**	0	0
3839	PUBLIC SAFETY	25,042	0	25,000	25,000	**25,000**	25,000	25,000
3840	SIDEWALK COST SHARE/CURB	0	0	0	0	**0**	0	0
3853	AUCTION/SALE OF FIXED ASSETS	2,063	0	0	100	**0**	0	0
3860	RENTALS & CONCESSIONS	311,019	336,955	347,700	390,000	**409,500**	430,000	451,500
3861	CONTRIBUTION & DONATIONS	800	5,795	0	0	**0**	0	0
3876	CASH OVER/SHORT	88	(88)	100	300	**100**	100	100
3899	MISCELLANEOUS REVENUES	53,486	54,097	56,000	56,000	**56,000**	56,000	56,000
	SUBTOTAL - MISC. REVENUES	643,225	685,985	584,300	672,400	**655,300**	675,800	697,300
		TRANSFERS IN						
3992	TRANSFER FROM DEBT SERVICE	0	0	0	0	**0**	100,000	300,000
3942	TRANSFER FRM REDEVELOPMENT	50,000	0	0		**0**	0	0
3944	TRANSFER FRM PUBLIC BDG	0	180,000	124,000	124,000	**300,000**	400,000	400,000
3970	TRANSFER FRM POLICE PENSION	0	2,500	2,500	2,500	**2,500**	2,500	2,500
	SUBTOTAL - TRANSFERS IN	50,000	182,500	126,500	126,500	**302,500**	502,500	702,500
	TOTAL REVENUES	24,327,852	25,597,140	26,030,000	25,885,800	**27,466,200**	28,476,300	29,734,100
	LESS: TOTAL EXPENDITURES	23,671,429	25,819,988	26,647,600	26,304,433	**27,492,000**	28,315,800	29,250,500
	SURPLUS (DEFICIT)	656,423	(222,848)	(617,600)	(418,633)	**(25,800)**	160,500	483,600

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

Notes Cont.

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

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

3001 Property Taxes

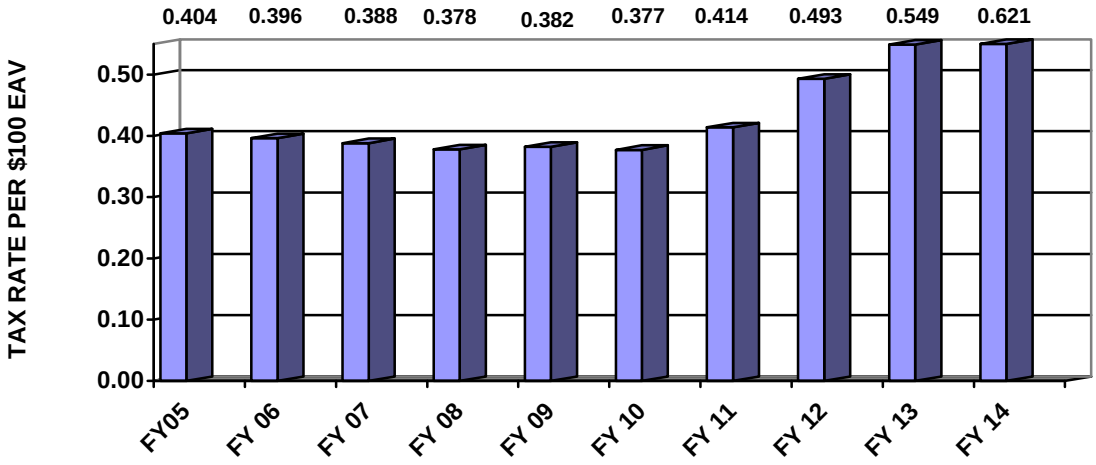
Property tax receipts represent about 22% of the Village's General Fund income, and the Village's levy represents only about 7% of a property owner's total property tax bill. As noted above, Addison has historically taken a conservative approach to this revenue source, understanding the negative impact 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 increase in the rate for FY 14 is primarily due to the 8% projected decrease in EAV. The total dollars levied increased by $254,511 or 4%. The levy which corresponds to this budget was levied in December, 2012. Property owners will pay this tax in two installments due June 1 and September 1, 2013. A breakdown of the Village's total tax levy is as follows:

	Final 2011 Levy for FY 13	Estimated 2012 Levy for FY 14	% Change
General Fund			
Corporate	$3,529,507	$3,635,000	2.99%
Police Pension	1,940,176	2,150,000	10.81%
Subtotal	5,469,683	5,785,000	5.76%
Debt Service Fund	955,469	894,663	(6.36)%
Total Levy	$6,425,152	$6,679,663	3.96%
Equalized Assessed Val.	$1,169,485,325	$1,075,926,499	(8.00)%
Rate per $100 EAV	$0.5494	$0.6208	13.00%

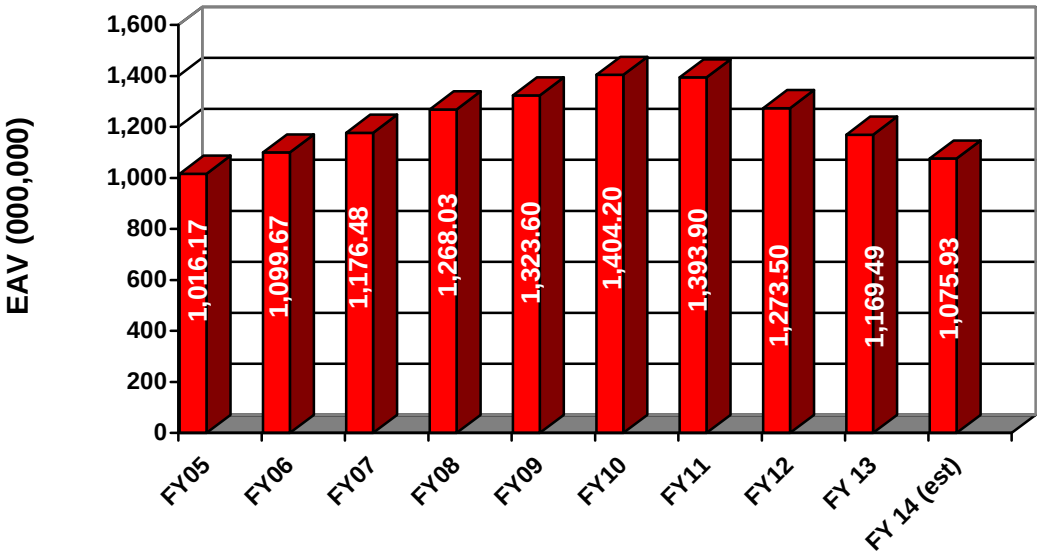
GENERAL FUND REVENUE

Notes Cont.

PROPERTY TAX RATE



EQUALIZED ASSESSED VALUE



The Corporate levy increased $105,493 from last year's levy and the Police Pension levy increased by $209,842 for an increase of $315,317 or 5.76%. 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 09 the Village had been able to maintain the funding level of the Police Pension Fund's pension obligations at or over 80%.

Notes Cont.

3001 Property Taxes cont.

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

Property taxes for 2012 attach as an enforceable lien on January 1, 2012, 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, 2013, and are payable in two installments, on or about June 1, 2013 and September 1, 2013. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1 percent of the tax levy to reflect actual collection experience. The 2012 tax levy is intended to fund expenditures for the 2013-2014 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 2012 EAV shows an estimated 8% decrease over 2011 which in turn will increase the tax rate.

PROPERTY TAX CYCLE

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

GENERAL FUND REVENUE

Notes Cont.

3001 Property Taxes cont.

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 are 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 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 $1,000.00 of value or fraction thereof. The liability for payment of the tax is borne by the grantee or purchaser of any deed subject to the tax. The Village takes a conservative approach to budgeting these revenues, as they can fluctuate with local housing trends.

Notes Cont.

3020 Income Tax

		Amount	% Inc (Dec)
FY 2010	(Actual)	2,934,391	(12.83)%
FY 2011	"	2,880,557	(1.83)%
FY 2012	"	3,009,476	4.48%
FY 2013	(Est. Actual)	3,325,000	10.48%
FY 2014	(Budget)	3,424,700	3.00%

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 2014 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 increased the income tax rate from 3% to 5% on personal income and from 4.8% to 7% on corporate income. As part of that legislation, the municipal percentage was decreased whereby the municipalities will not participate in the increased income tax revenues. The percentage was changed to "maintain" the same revenue streams the 1/10 previously provided.

State-wide change in income tax receipts - FY 2013 receipts are projected to be 12% higher than the original budget, due to the uncertainty of the effects of the legislation when the FY 13 budget was compiled. We budgeted a 3% increase in the FY 2014 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. This fee is then remitted to the state which remits the funds to the municipalities after subtracting an administrative charge. In FY 2004 the Village passed an additional 4% telecommunications tax effective 7/1/04. In FY 2006 the Village passed an additional 1% telecommunications tax effective 7/1/06. The total telecommunications tax rate is 6%

GENERAL FUND REVENUE

Notes Cont.

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 2013-14 budget assumes a slight increase based upon trending.

3030 Sales Tax and 3031 Sales Tax Increment

		SALES TAX		SALES TAX INCREMENT	
		Amount	**%Inc (Dec)**	**Amount**	**% Inc (Dec)**
FY 2010	(Actual)	6,779,198	(12.61)%	1,419,688	(14.31)%
FY 2011	"	7,360,627	8.58%	1,531,465	7.87%
FY 2012	"	7,881,311	7.07%	1,617,265	5.60%
FY 2013	(Est. Actual)	7,900,000	0.24%	1,595,000	(1.38)%
FY 2014	(Budget)	8,197,000	3.76%	1,657,800	3.94%

Sales and Sales Tax Increment (home rule) revenues represent the largest single revenue source or about 37% of the Village's General Fund income. Items, except food and drugs, in Addison are subject to an 8.25% sales tax. Effective January 1, 2012 the Home Rule Sales tax increased by .25%. The change is noted below. 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:

	After April 1, 2008	**After January 1, 2012**
State	5.00%	5.00%
Village*		
Municipal Tax	1.00%	1.00%
Home-Rule Tax	.75%	1.00%
Du Page County	.50%	.50%
Du Page Water Commission	.25%	.25%
Regional Transportation Authority	.50%	.50%
Total	8.00%	8.25%

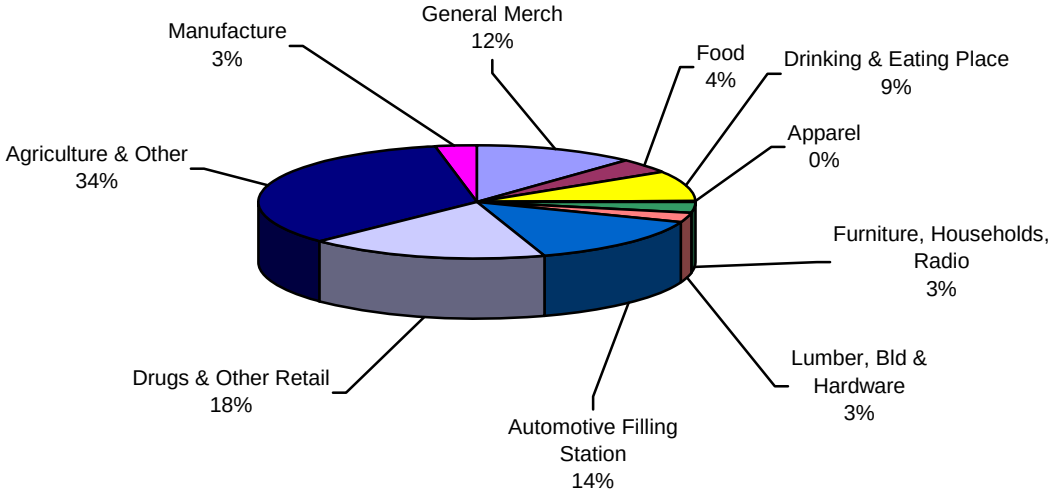
*Note: The municipal tax is credited to the General Fund. Home Rule sales taxes are used as follows:

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.

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 2012



Budget Assumptions – The Village anticipates a 3.7% increase in Sales tax in the FY 2014 budget over the projected FY13 results. The increase is due to the expansion of a food warehouse type facility and the addition of several new businesses.

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 2014.

GENERAL FUND REVENUE

Notes Cont.

3050 Room Tax (Hotel-Motel)

Receipts for this tax are rebounding after having been negatively impacted by the downturn in the economy. The Village increased the rate from 4% to 5% in the FY 14 budget. The Village will become a member of the DuPage County Visitor and Convention Bureau with a portion of the increase in revenues. An economic development agreement made with Hampton Inn can be found in the General Ledger section of this budget.

3100 Licenses, Permits, and Fees

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

3117 Multiple Dwelling Licenses

This license is for the village's multiple family dwelling license and inspection program. An annual license fee consists of $50.00 to $150.00 per building and $50.00 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 was initiated in FY 2002 and 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.

3197 Plumbing Inspection Fees

The Village contracts out plumbing inspections and charges a fee to offset this cost. The cost for the plumbing consultant is found 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.

3206 Court Fees – SB1260

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 FY2009 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.

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 member communities for the service. Further details can be found in the Consolidated Dispatch Center department pages starting on page 141.

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 board room as a satellite traffic court.

3861 Contributions and Donations

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

3899 Miscellaneous Revenues

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

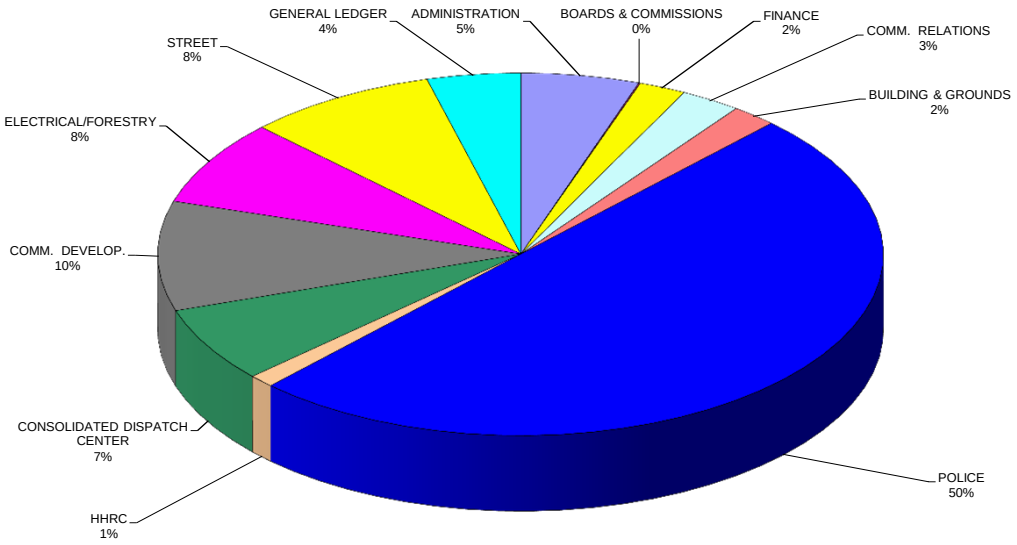
3970 Transfer from Police Pension

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

GENERAL FUND (10) EXPENDITURE SUMMARY

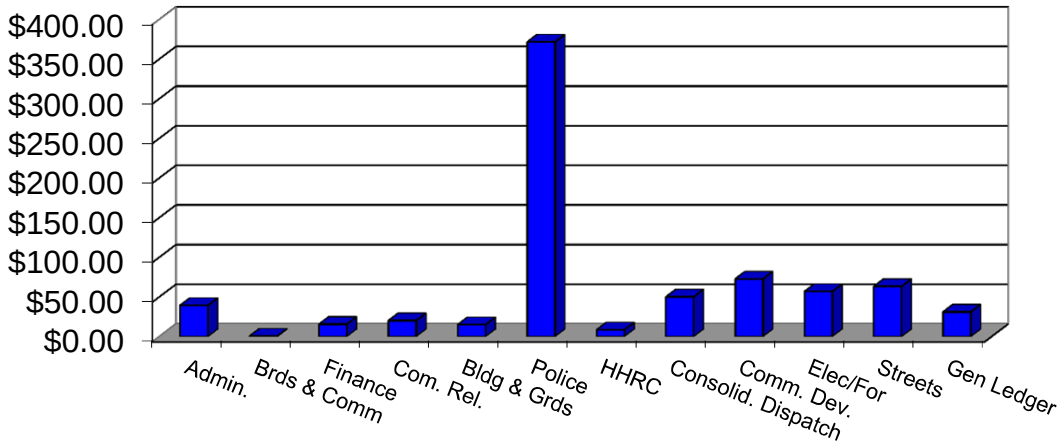
Budget

DEPT NO.	GENERAL FUND	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1012	ADMINISTRATION	1,400,729	1,557,697	1,478,200	1,482,900	**1,451,500**	1,469,800	1,507,800
1020	BOARDS & COMMISSIONS	74,637	38,645	20,200	32,100	**19,500**	19,500	19,500
1040	FINANCE	568,538	537,728	558,700	544,900	**573,400**	580,000	602,200
1050	COMMUNITY RELATIONS	581,351	666,629	671,600	691,833	**742,000**	766,400	793,000
1060	BUILDING & GROUNDS	478,061	506,682	548,000	546,700	**555,000**	572,400	591,800
1510	POLICE	13,034,989	13,277,706	12,967,700	12,877,100	**13,727,100**	14,152,700	14,659,700
1520	HENRY HYDE RESOURCE CENTER	222,264	248,217	282,200	288,800	**313,100**	322,700	340,100
1530	CONSOLIDATED DISPATCH CENTER	0	1,319,393	1,914,200	1,887,400	**1,847,500**	1,953,600	2,063,300
2010	COMMUNITY DEVELOPMENT	2,467,744	2,605,518	2,568,900	2,627,600	**2,684,600**	2,786,200	2,906,500
2510	ELECTRICAL & FORESTRY	1,645,720	1,751,534	2,037,300	2,026,300	**2,097,100**	2,144,700	2,205,700
2520	STREET	2,230,712	2,264,376	2,437,800	2,220,400	**2,334,500**	2,398,100	2,454,200
2600	GENERAL LEDGER	966,684	1,045,863	1,162,800	1,078,400	**1,146,700**	1,149,700	1,106,700
	TOTAL EXPENDITURES	23,671,429	25,819,988	26,647,600	26,304,433	**27,492,000**	28,315,800	29,250,500
	TOTAL REVENUES	24,327,852	25,597,140	26,030,000	25,885,800	**27,466,200**	28,476,300	29,734,100
	BEGINNING FUND BALANCE	6,937,792	7,594,215		7,371,367	**6,952,734**	6,926,934	7,087,434
	SURPLUS (DEFICIT)	656,423	(222,848)	(617,600)	(418,633)	**(25,800)**	160,500	483,600
	ENDING FUND BALANCE	7,594,215	7,371,367		6,952,734	**6,926,934**	7,087,434	7,571,034

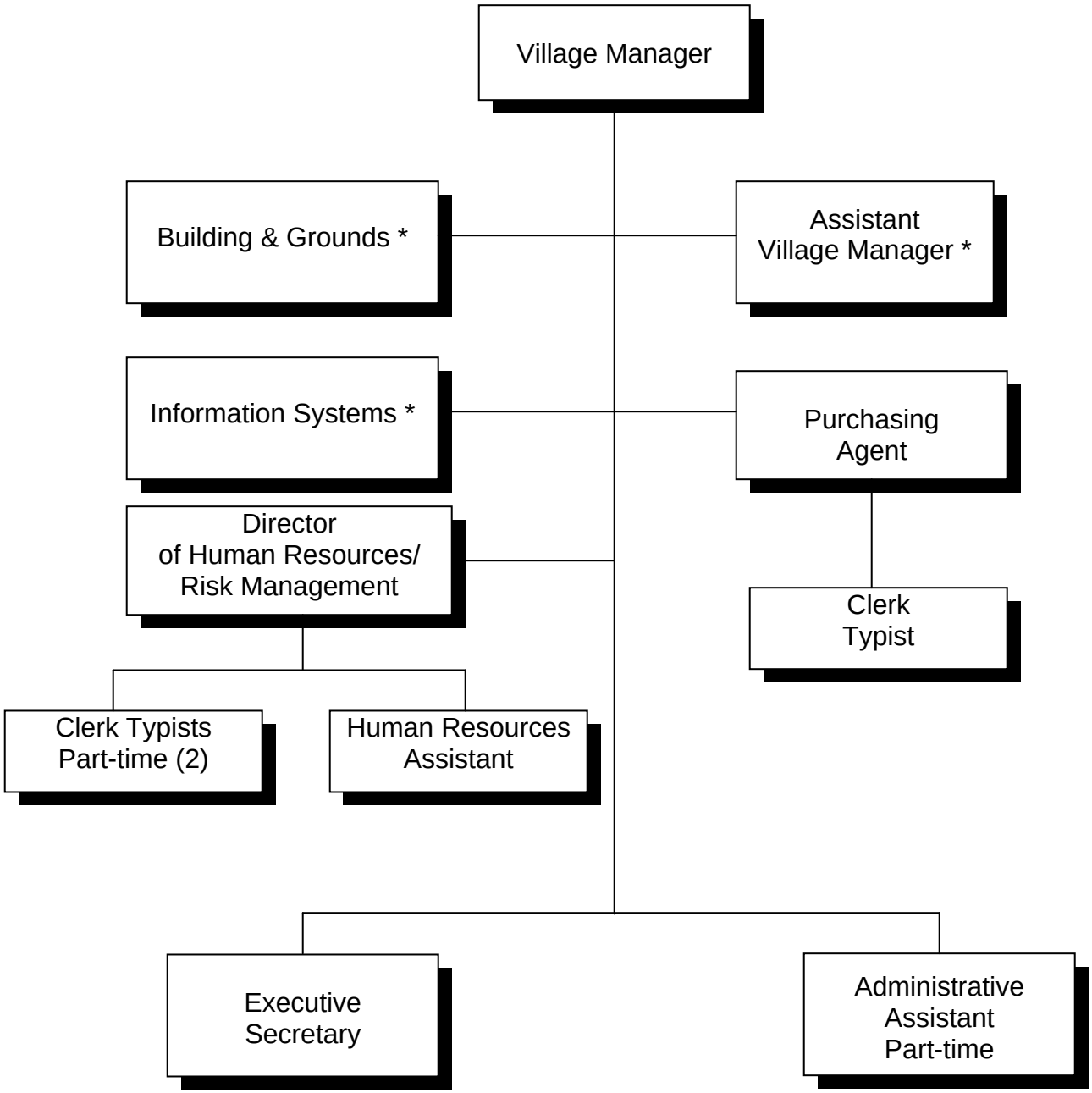


GENERAL FUND (10) PER CAPITA COST

	2013-14 BUDGET	COST PER CAPITA (pop 2010 36,942)
ADMINISTRATION	$ 1,451,500	$39.29
BOARDS & COMMISSIONS	19,500	$0.53
FINANCE	573,400	$15.52
COMMUNITY RELATIONS	742,000	$20.09
BUILDING & GROUNDS	555,000	$15.02
POLICE DEPARTMENT	13,727,100	$371.59
HENRY HYDE RESOURCE CENTER	313,100	$8.48
CONSOLIDATED DISPATCH CENTER	1,847,500	$50.01
COMMUNITY DEVELOPMENT	2,684,600	$72.67
ELECTRICAL/FORESTRY	2,097,100	$56.77
STREET	2,334,500	$63.19
GENERAL LEDGER	1,146,700	$31.04
TOTAL	$ 27,492,000	$744.19



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 relation’s 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).

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

Narrative Cont.

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 supplies 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 2013-14 Key Objectives

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

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

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

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

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

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

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

3. Implement the goals and objectives given by the Intergovernmental Risk Management Agency to all operating departments as per their IRMA Management Assessment Program - IMAP. The Village underwent an evaluation in calendar year 2010. The

ADMINISTRATION

Narrative Cont.

Village received a score of 98%. This is considered exceptional.

4. Conduct and administer some or all of the recommendations of the Compensation Study depending on their applicability, usefulness and Board Direction.

Performance Measures

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$1,557,697	$1482,900	$1,451,500
Number of Employees	17	17	17
HUMAN RESOURCES			
Outputs			
Number of positions recruited	11	6	8
Number of applicants for employment	116	127	166
Effectiveness			
Number employment separations	12	15	10
Number of employee grievances	0	2	0
Efficiency			
Percentage increase in medical premium	7%	7%	11%
Percentage increase in dental premium	0%	0%	0%
Overall increase in health premiums	6.5%	6.5%	8%
RISK MANAGEMENT			
Outputs			
Total number of claims	91	80	84
Effectiveness			
Number of Workers Compensations Claims	19	15	15
Number of Property Claims	43	42	40
Number of Auto Property claims	15	16	13
Efficiency			
Experience modifier (credit) deducted from premium	Added to $100,000	Added to $105,000	Added to $105,000
Interest income credit received on premium due	$185,348	$120,000	$130,000
PURCHASING			
Outputs			
Number of purchase orders	1400	1425	1450
Number of bids processed	19	25	30
Efficiency			
Purchase order to order placement (hours)	48	48	48
Weeks from bid distribution to Board approval	6	6	6

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Mayor/Liquor Comm.	0.70	0.70	0.70	0.70	0.70
Village Clerk	0.70	0.70	0.70	0.70	0.70
Village Trustees (6)	4.20	4.20	4.20	4.20	4.20
Village Manager	0.70	0.70	0.70	0.70	0.70
Director of Human Res./Risk Mgt.	0.70	0.70	0.70	0.70	0.70
Purchasing Agent	0.70	0.70	0.70	0.70	0.70
Executive Secretary	0.70	0.70	0.70	0.70	0.70
Human Resources Assistant	0.70	0.70	0.70	0.70	0.70
Clerk Typist	0.70	0.70	0.70	0.70	0.70
Part-Time Clerk Typist	2.00	2.00	2.00	2.00	2.00
Part-Time Admin Assistant	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	12.80	12.80	12.80	12.80	12.80
Authorized & Unbudgeted:					
Clerk Typist	0.70	0.70			
Total Authorized:	13.50				

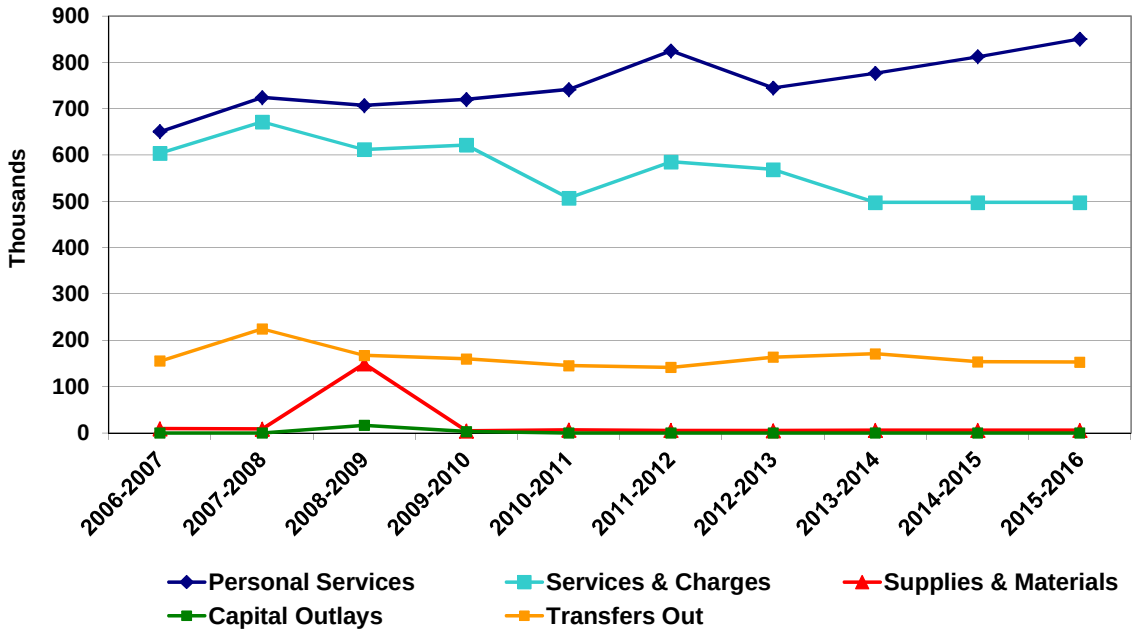
Note: Page 27 summarizes Employee Allocation Between Departments

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

ADMINISTRATION

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	745,100	**777,000**	812,500	850,900
Services & Charges	568,800	**497,700**	497,700	497,700
Supplies & Materials	5,200	**6,000**	6,000	6,000
Capital Outlays	0	**0**	0	0
Transfers Out	163,800	**170,800**	153,600	153,200
Total	1,482,900	**1,451,500**	1,469,800	1,507,800



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

ADMINISTRATION

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1012		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	240,396	249,349	250,400	260,400	**263,300**	272,900	282,800
4002		WAGES CLERICAL	143,720	149,161	115,300	93,000	**119,700**	127,000	135,200
4004		OVERTIME	267	1,038	1,000	1,300	**1,500**	1,700	1,700
4006		OTHER PAY	6,413	26,412	7,000	6,400	**7,500**	7,500	8,000
4007		PART TIME	92,827	113,940	110,900	124,000	**114,300**	117,800	121,300
4009		IMRF	66,966	76,006	60,200	64,100	**70,400**	73,300	76,200
4010		SOCIAL SECURITY	36,683	39,982	40,900	36,000	**43,000**	44,600	46,300
4012		HOSPITALIZATION	80,357	103,484	112,300	102,900	**92,500**	102,600	113,900
4016		UNEMPLOYMENT COMP.	20,003	12,305	10,000	5,000	**12,000**	12,000	12,000
4017		ELECTED OFFICIALS	44,955	44,216	41,000	41,000	**41,000**	41,000	41,000
4020		SICK PAY	7,395	7,783	10,000	9,500	**9,800**	10,100	10,500
4022		LIFE INSURANCE	1,535	1,336	2,600	1,500	**2,000**	2,000	2,000
		SUBTOTAL	741,517	825,012	761,600	745,100	**777,000**	812,500	850,900
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,250	1,531	1,700	1,700	**1,700**	1,700	1,700
4103	(1)	PROF SVCS.-LEGAL	372,673	392,308	375,000	375,000	**365,000**	365,000	365,000
4107		PROF SVCS.-MEDICAL	2,259	0	0	100	**0**	0	0
4110	(2)	TECH. & CONSULT. SVCS.	650	0	25,900	25,000	**1,000**	1,000	1,000
4115		COMMUNICATIONS-TELEPHONE	7,546	9,367	8,500	9,700	**9,500**	9,500	9,500
4116		COMMUNICATIONS-PORT DEV	0	0	0	8,000	**1,000**	1,000	1,000
4117		COMMUNICATIONS-POSTAGE	2,737	3,756	4,000	3,500	**4,000**	4,000	4,000
4118		COPY/REPRODUCTION	2,641	1,297	4,000	2,000	**1,500**	1,500	1,500
4120	(3)	PUBLIC RELATIONS	61,476	115,499	74,000	80,000	**47,000**	47,000	47,000
4160		PRINTING	1,985	2,927	4,000	3,000	**2,500**	2,500	2,500
4161		PUBLICATION OF NOTICES	874	165	1,400	1,000	**1,000**	1,000	1,000
4163	(4)	CONFERENCES	8,033	12,062	4,000	10,000	**13,000**	13,000	13,000
4164		TRAINING	50	352	0	0	**0**	0	0
4180		REPAIRS & MAINTENANCE	0	703	1,500	500	**1,500**	1,500	1,500
4190		RENTAL-EQUIPMENT	516	0	0	0	**0**	0	0
4192	(5)	DUES/SUBSCRIPTIONS	40,103	39,700	44,100	44,100	**42,000**	42,000	42,000
4199		OTHER SERVICES & CHARGES	4,612	5,780	5,000	5,200	**7,000**	7,000	7,000
		SUBTOTAL	507,405	585,447	553,100	568,800	**497,700**	497,700	497,700
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	2,190	3,370	3,000	3,000	**4,000**	4,000	4,000
4203		CLOTHING SUPPLIES	0	0	0	200	**0**	0	0
4290		EMERGENCY OPERATIONS	3,089	0	0	0	**0**	0	0
4299		OTHER OPERATING SUPPLIES	1,183	2,297	2,000	2,000	**2,000**	2,000	2,000
		SUBTOTAL	6,462	5,667	5,000	5,200	**6,000**	6,000	6,000
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	0	0	0	**0**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IS	145,345	141,571	158,500	163,800	**170,800**	153,600	153,200
		TOTAL FOR DEPARTMENT	1,400,729	1,557,697	1,478,200	1,482,900	**1,451,500**	1,469,800	1,507,800

ADMINISTRATION

Notes

4103	**(1)**	**PROF SVCS.-LEGAL**			**365,000**
	360,000	GENERAL COUNCIL	5,000	LABOR COUNCIL	
4110	**(2)**	**TECH & CONSULT SERVICES**			**1,000**
	1,000	WEBSITE HOSTING			
4120	**(3)**	**PUBLIC RELATIONS**			**47,000**
	25,000	FAMILY & YOUTH SERVICES	7,000	EMPLPOYEE AWARDS	
	15,000	ADDISON CENTER FOR THE ARTS			
4163	**(4)**	**CONFERENCES**			**13,000**
	7,000	VARIOUS MEETINGS (7 @ $1,000)	2000	US CONFERENCE OF MAYORS	
	4000	IL MUNICIPAL LEAGUE			
4192	**(5)**	**DUES/SUBSCRIPTIONS**			**42,000**
	34,500	DUPAGE MAYORS & MANAGERS	300	ADDISON CHAMBER OF COMMERCE	
	1,650	METRO MAYORS CAUCUS	200	AM BEST	
	2,100	IL MUNICIPAL LEAGUE	150	IL COMP STATE BAR	
	400	ILMUNICIPAL CLERKS	300	SAMS CLUB	
	500	ILLINOIS TOLLWAY	400	IL TAX INCREMENT SUBSCRIPTION	
	200	KIWANIS	100	CRAINS	
	250	NOTARY FEES	500	CMAP CONTRIBUTION	
	450	CITITECH USA MEMBERSHIP			

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. A contribution to the Addison Center for the Arts can be found in the Public Relations line item in the Administration budget.

Addison Historical Commission

The Historical Commission was created to preserve the history of the Village by collecting and displaying historical artifacts at the Historical Museum located in the Balzer House in the Historical District. The Historical District, located across the street from the Village Hall on Army Trail Blvd., began taking shape with the purchase of Century House in the 1992-1993 Fiscal year. The subsequent purchase and restoration of the historical Balzer House and accompanying Coach House complete the Historical District. Funding for this commission has also been suspended. However, costs associated with operating the Historical District can be found in various line items in the Community Relations Department.

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 275 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 Senior President Mini-Golf Tournament, Royalty Day, Men’s and Ladies Night Out and many other programs.

Police Commission

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

BOARDS & COMMISSIONS

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized and Unbudgeted:					
PT CA Commission Chair	1.00	0.00	0.00	0.00	0.00
Total Authorized	1.00	0.00	0.00	0.00	0.00

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

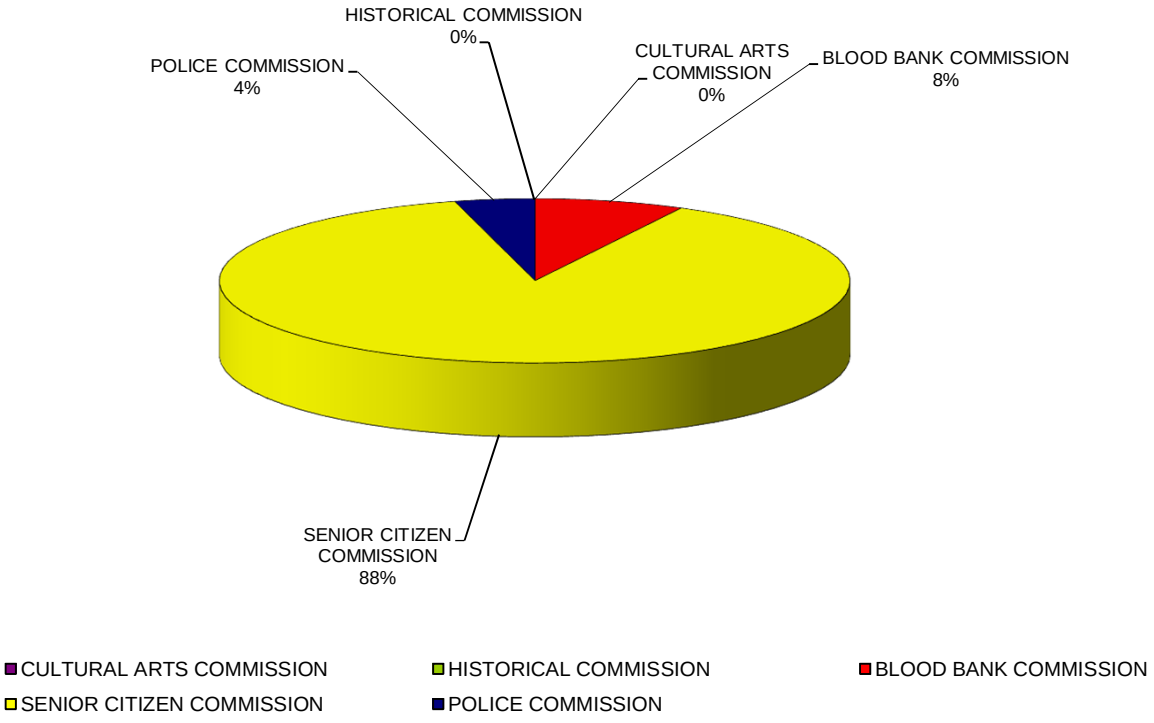
BOARDS & COMMISSIONS

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1020		**EXPENDITURES**							
1021	*	CULTURAL ARTS COMMISSION	17,310	0	0	0	**0**	0	0
1022	**	HISTORICAL COMMISSION	39,759	1,156	0	0	**0**	0	0
1023		BLOOD BANK COMMISSION	1,028	1,365	1,500	1,500	**1,500**	1,500	1,500
1028		SENIOR CITIZEN COMMISSION	15,879	16,535	17,200	17,200	**17,200**	17,200	17,200
1029		POLICE COMMISSION	661	19,589	1,500	13,400	**800**	800	800
		TOTAL BOARDS & COMMISSIONS	74,637	38,645	20,200	32,100	**19,500**	19,500	19,500

* 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.

** 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.



CULTURAL ARTS COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	2013-14 *REQUEST*	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1021	**EXPENDITURES**								
		PERSONAL SERVICES							
4006	OTHER PAY	12,000	0	0	0	*0*	**0**	0	0
4010	SOCIAL SECURITY	918	0	0	0	*0*	**0**	0	0
	SUBTOTAL	12,918	0	0	0	*0*	**0**	0	0
		SERVICES & CHARGES							
4106	PROF SERV - CODIFICATION	0	0	0	0	*0*	**0**	0	0
4110	TECH. & CONSULT. SVCS.	0	0	0	0	*0*	**0**	0	0
4115	COMMUNICATIONS-TELEPHONE	0	0	0	0	*0*	**0**	0	0
4117	COMMUNICATIONS-POSTAGE	600	0	0	0	*0*	**0**	0	0
4118	COPY/REPRODUCTION	371	0	0	0	*0*	**0**	0	0
4120	PUBLIC RELATIONS	2,974	0	0	0	*0*	**0**	0	0
4160	PRINTING	118	0	0	0	*0*	**0**	0	0
4163	CONFERENCES	172	0	0	0	*0*	**0**	0	0
4192	DUES/SUBSCRIPTIONS	19	0	0	0	*0*	**0**	0	0
4199	OTHER SERVICES & CHARGES	0	0	0	0	*0*	**0**	0	0
	SUBTOTAL	4,254	0	0	0	0	0	0	0
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	138	0	0	0	*0*	**0**	0	0
4299	OTHER OPERATING SUPPLIES	0	0	0	0	*0*	**0**	0	0
	SUBTOTAL	138	0	0	0	*0*	**0**	0	0
	TOTAL FOR COMMISSION	17,310	0	0	0	*0*	**0**	0	0

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

HISTORICAL COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	*2013-14 REQUEST*	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1022	**EXPENDITURES**								
		PERSONAL SERVICES							
4006	OTHER PAY	17,396	0	0	0	*0*	**0**	0	0
4007	PART TIME	8,383	1,121	0	0	*0*	**0**	0	0
4009	IMRF	3,491	0	0	0	*0*	**0**	0	0
4010	SOCIAL SECURITY	1,972	0	0	0	*0*	**0**	0	0
	SUBTOTAL	31,242	1,121	0	0	*0*	**0**	0	0
		SERVICES & CHARGES							
4105	PROF. SVCS. DATA PROC.	300	0	0	0	*0*	**0**	0	0
4115	COMMUNICATIONS-TELEPHONE	2,289	0	0	0	*0*	**0**	0	0
4117	COMMUNICATIONS-POSTAGE	44	0	0	0	*0*	**0**	0	0
4118	COPY/REPRODUCTION	40	0	0	0	*0*	**0**	0	0
4120	PUBLIC RELATIONS	0	35	0	0	*0*	**0**	0	0
4160	PRINTING	85	0	0	0	*0*	**0**	0	0
4163	CONFERENCES	0	0	0	0	*0*	**0**	0	0
4170	PUBLIC UTIL GAS - HEAT	1,644	0	0	0	*0*	**0**	0	0
4180	REPAIRS & MAINTENANCE	3,600	0	0	0	*0*	**0**	0	0
4192	DUES/SUBSCRIPTIONS	120	0	0	0	*0*	**0**	0	0
4199	OTHER SERVICES & CHARGES	100	0	0	0	*0*	**0**	0	0
	SUBTOTAL	8,222	35	0	0	*0*	**0**	0	0
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	76	0	0	0	*0*	**0**	0	0
4299	OTHER OPERATING SUPPLIES	219	0	0	0	*0*	**0**	0	0
	SUBTOTAL	295	0	0	0	*0*	**0**	0	0
	TOTAL FOR COMMISSION	39,759	1,156	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	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	*2013-14 REQUEST*	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1023	**EXPENDITURES**								
		SERVICES & CHARGES							
4117	COMMUNICATIONS-POSTAGE	40	44	200	200	200	**200**	200	200
4118	COPY/REPRODUCTION	44	102	200	200	200	**200**	200	200
4120	PUBLIC RELATIONS	137	360	400	400	400	**400**	400	400
4199	OTHER SERVICES & CHARGES	0	53	100	100	100	**100**	100	100
	SUBTOTAL	221	559	900	900	*900*	**900**	900	900
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	257	291	200	200	200	**200**	200	200
4299	OTHER OPERATING SUPPLIES	550	515	400	400	400	**400**	400	400
	SUBTOTAL	807	806	600	600	*600*	**600**	600	600
	TOTAL FOR COMMISSION	1,028	1,365	1,500	1,500	*1,500*	**1,500**	1,500	1,500

SENIOR CITIZEN COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	*2013-14 REQUEST*	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1028	**EXPENDITURES**								
		SERVICES & CHARGES							
4120	PUBLIC RELATIONS								
	SENIOR ANNV. PARTY	1,500	1,700	1,700	1,700	*1,700*	**1,700**	1,700	1,700
*	QUEEN'S DAY	0	0	0	0	*0*	**0**	0	0
*	KING'S DAY	0	0	0	0	*0*	**0**	0	0
*	ROYALTY DAY	1,400	1,400	1,400	1,400	*1,400*	**1,400**	1,400	1,400
	PICNIC	1,200	1,300	1,300	1,300	*1,300*	**1,300**	1,300	1,300
	MEN'S NIGHT OUT	800	800	800	800	*900*	**800**	800	800
	LADIES NIGHT OUT	1,200	1,300	1,300	1,300	*1,300*	**1,300**	1,300	1,300
	SENIOR PRESIDENT MINI-GOLF TOURNAMENT	500	500	600	600	*700*	**600**	600	600
	LABOR DAY	400	500	600	600	*900*	**600**	600	600
	HALLOWEEN	800	800	900	900	*1,000*	**900**	900	900
	THANKSGIVING	1,000	1,000	1,100	1,100	*1,000*	**1,100**	1,100	1,100
**	CHRISTMAS	0	2,700	2,700	2,700	*2,700*	**2,700**	2,700	2,700
**	NEW YEAR'S (in May)	0	1,700	1,700	1,700	*1,700*	**1,700**	1,700	1,700
**	HOLIDAY	4,200	0	0	0	*0*	**0**	0	0
	VALENTINE'S DAY	600	600	700	700	*800*	**700**	700	700
	ST. PATRICK'S DAY	1,400	1,600	1,700	1,700	*1,600*	**1,700**	1,700	1,700
	EASTER	600	600	700	700	*800*	**700**	700	700
	SUBTOTAL	15,600	16,500	17,200	17,200	*17,800*	**17,200**	17,200	17,200
		SUPPLIES & MATERIALS							
4203	CLOTHING SUPPLIES	279	35	0	0	*0*	**0**	0	0
	TOTAL FOR COMMISSION	15,879	16,535	17,200	17,200	*17,800*	**17,200**	17,200	17,200

* In FY 10-11 and beyond, Queen's and King's Day was consolidated into Royalty Day. Christmas and New Year's was consolidated into Holiday.

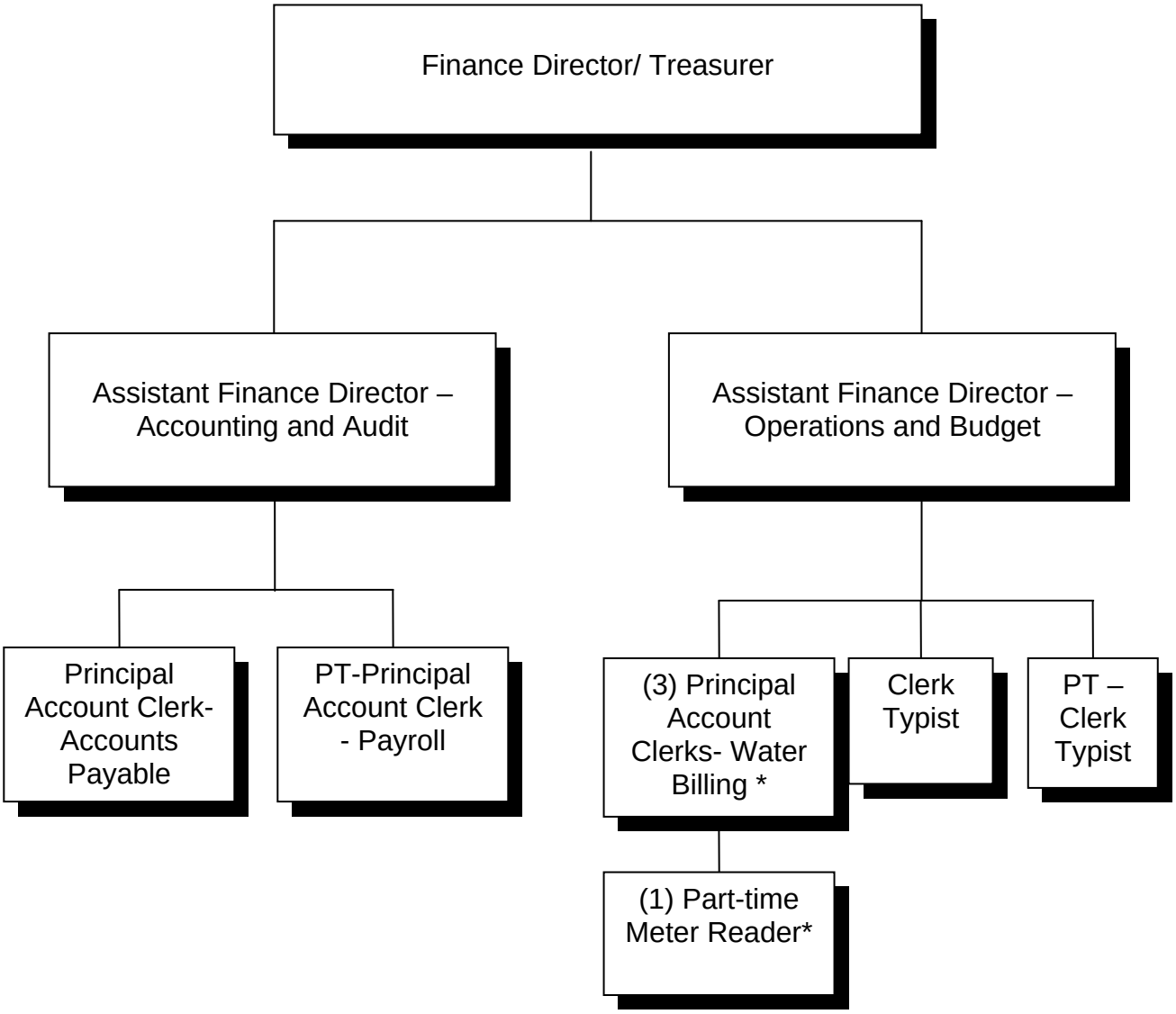
** In FY 11-12 the Christmas and New Year's consolidation was reversed. The New Year's Event will be in May (Fiscal New Year). Several reasons - better weather and better attendance expected.

POLICE COMMISSION

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	*2013-14 REQUEST*	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1029	**EXPENDITURES**								
		PERSONAL SERVICES							
4004	OVERTIME	180	241	500	500	*400*	**400**	400	400
		SERVICES & CHARGES							
4103	PROF SERV LEGAL	30	0	0	0	*0*	**0**	0	0
4107	PROF SERV MEDICAL	0	0	0	0	*0*	**0**	0	0
4110	TECH. & CONSULT. SVCS.	0	18,973	0	0	*0*	**0**	0	0
4117	COMMUNICATIONS-POSTAGE	0	0	100	500	*0*	**0**	0	0
4118	COPY/REPRODUCTION	0	0	100	0	*0*	**0**	0	0
4160	PRINTING	0	0	100	0	*0*	**0**	0	0
4161	PUBLICATION OF NOTICES	0	0	0	800	*0*	**0**	0	0
4163	CONFERENCES	76	0	0	200	*0*	**0**	0	0
4192	DUES/SUBSCRIPTIONS	375	375	400	400	*400*	**400**	400	400
4199	OTHER SERVICES & CHARGES	0	0	100	11,000	*0*	**0**	0	0
	SUBTOTAL	481	19,348	800	12,900	*400*	**400**	400	400
		SUPPLIES & MATERIALS							
4201	OFFICE SUPPLIES	0	0	100	0	*0*	**0**	0	0
4203	CLOTHING	0	0	0	0	*0*	**0**	0	0
4299	OTHER OPERATING SUPPLIES	0	0	100	0	*0*	**0**	0	0
	SUBTOTAL	0	0	200	0	*0*	**0**	0	0
	TOTAL FOR COMMISSION	661	19,589	1,500	13,400	*800*	**800**	800	800

Organization Structure



* 2 Principal Account Clerk and 2 Meter Reader positions 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 ensuring 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.

FY 2013-14 Key Objectives

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

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

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

2. Continually review and revise department procedures.

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

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

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

4. Complete all statutory or Village mandated reporting requirements.

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

FINANCE

Narrative Cont.

Performance Measures

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$537,728	$544,900	$573,400
Number of Employees	11	11	11
Outputs			
Comprehensive Annual Financial Report	1	1	1
Budget Document	1	1	1
Utility Accounts Bills	58,707	58,900	59,000
Final Billed Accounts	595	746	800
Accounts Payable Checks Issued	3,796	3,800	3,800
Payroll Checks Issued	6,722	6,300	6,300
Effectiveness			
Bond Rating (Desire:AAA)	AAA	AAA	AAA
GFOA Award	100%	100%	100%
% of Estimated Utility Bills	.56%	.50%	.50%

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
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 (2)	0.95	0.95	0.95	0.95	0.95
Clerk Typist	0.25	0.25	0.25	0.25	0.25
Part-Time Principal Account Clerk	0.70	0.70	0.70	0.70	0.70
Part-Time Clerk Typist	0.25	0.25	0.25	0.25	0.25
Total Budgeted:	3.95	3.95	3.95	3.95	3.95
Authorized and Unbudgeted:					
Administrative Secretary	0.70				
Seasonal/Part-Time	1.00				
Subtotal:	*1.70*				
Total Authorized:	5.65				

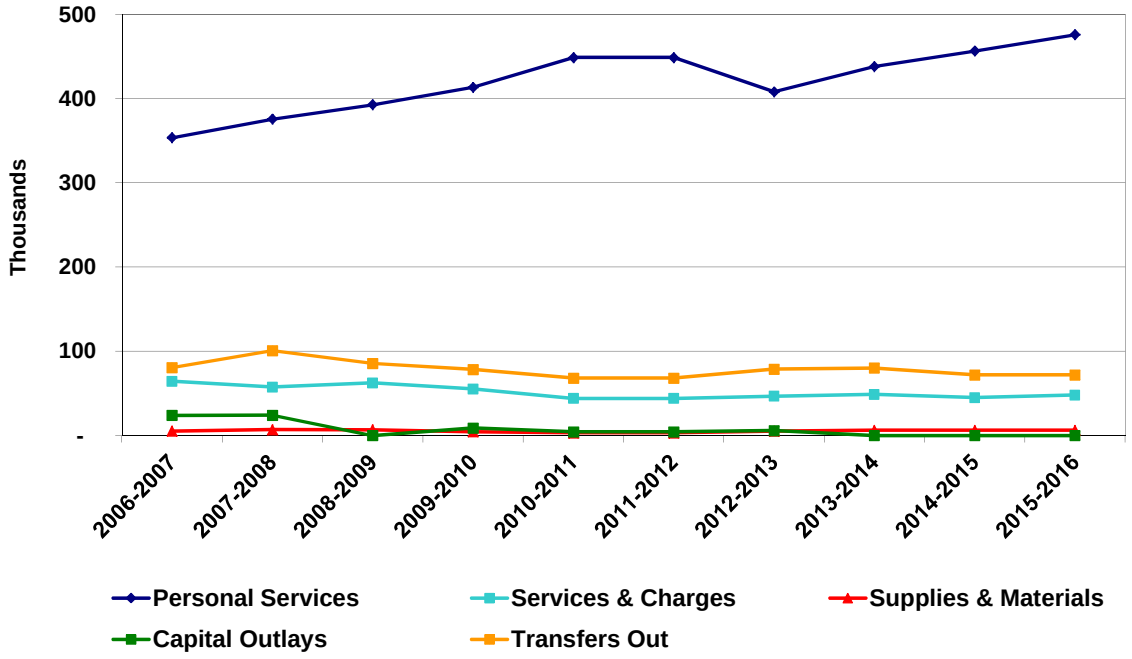
Note: Page 27 summarizes Employee Allocation Between Departments

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

FINANCE

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	408,200	**438,200**	456,600	476,000
Services & Charges	46,700	**48,800**	45,100	48,100
Supplies & Materials	5,300	**6,200**	6,200	6,200
Capital Outlays	5,900	**0**	0	0
Transfers Out	78,800	**80,200**	72,100	71,900
Total	544,900	**573,400**	580,000	602,200



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

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1040		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	189,184	196,014	197,300	201,300	**210,800**	218,700	226,900
4002		WAGES CLERICAL	116,058	62,308	68,600	65,900	**71,800**	74,000	76,200
4004		OVERTIME	328	206	1,000	600	**1,000**	1,000	1,000
4006		OTHER PAY	3,588	16,648	6,000	2,300	**6,000**	6,200	6,400
4007		PART TIME	23,591	26,008	31,000	31,500	**32,000**	33,000	34,000
4009		IMRF	45,400	40,681	37,700	38,400	**44,000**	45,600	47,200
4010		SOCIAL SECURITY	25,161	21,966	23,600	22,400	**24,800**	25,700	26,600
4012		HOSPITALIZATION	39,346	46,472	48,100	43,200	**41,500**	46,100	51,200
4020		SICK PAY	4,881	2,516	4,800	1,500	**4,800**	4,800	5,000
4022		LIFE INSURANCE	1,248	1,040	1,700	1,100	**1,500**	1,500	1,500
		SUBTOTAL	448,785	413,859	419,800	408,200	**438,200**	456,600	476,000
			SERVICES & CHARGES						
4101	(1)	PROF SVCS.-ACCTNG/AUDITING	2,255	2,473	3,500	3,500	**3,500**	2,800	2,800
4105	(2)	PROF SVCS. - DATA PROCESS.	10,483	8,581	11,600	8,200	**6,600**	6,600	6,600
4107		PROF SVCS.- MEDICAL	921	0	0	300	**0**	0	0
4110	(3)	TECH. & CONSULT. SVCS.	49	10,500	400	400	**3,500**	500	3,500
4115		COMMUNICATIONS-TELEPHONE	1,140	1,233	1,200	1,300	**1,200**	1,200	1,200
4117		COMMUNICATIONS-POSTAGE	3,291	3,585	4,600	3,300	**3,300**	3,300	3,300
4118		COPY/REPRODUCTION	2,493	1,860	3,200	2,700	**2,800**	2,800	2,800
4123		REAL ESTATE TAXES	905	928	1,000	900	**1,000**	1,000	1,000
4160		PRINTING	5,707	2,996	6,000	6,000	**6,000**	6,000	6,000
4161		PUBLICATION OF NOTICES	933	721	1,000	1,000	**1,000**	1,000	1,000
4163		CONFERENCES	360	1,681	2,500	1,500	**1,500**	1,500	1,500
4164	(4)	TRAINING	0	240	1,000	1,000	**1,000**	1,000	1,000
4180	(5)	REPAIRS & MAINTENANCE	984	960	1,500	1,200	**1,700**	1,700	1,700
4190		RENTAL EQUIPMENT	0	513	700	600	**600**	600	600
4192	(6)	DUES & SUBSCRIPTIONS	1,904	1,839	1,600	1,300	**1,600**	1,600	1,600
4195		BANK CHARGES/VISA FEES	11,860	14,140	13,000	13,000	**13,000**	13,000	13,000
4199		OTHER SERVICES & CHARGES	842	455	500	500	**500**	500	500
		SUBTOTAL	44,127	52,705	53,300	46,700	**48,800**	45,100	48,100
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	2,218	2,900	3,200	3,000	**3,200**	3,200	3,200
4220		POSTAGE STAMPS	880	1,760	2,000	1,800	**2,000**	2,000	2,000
4299		OTHER OPERATING SUPPLIES	45	52	1,000	500	**1,000**	1,000	1,000
		SUBTOTAL	3,143	4,712	6,200	5,300	**6,200**	6,200	6,200
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	20	0	5,000	5,900	**0**	0	0
4304		EQUIPMENT	4,240	0	0	0	**0**	0	0
		SUBTOTAL	4,260	0	5,000	5,900	**0**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IS	68,223	66,452	74,400	78,800	**80,200**	72,100	71,900
		TOTAL FOR DEPARTMENT	568,538	537,728	558,700	544,900	**573,400**	580,000	602,200

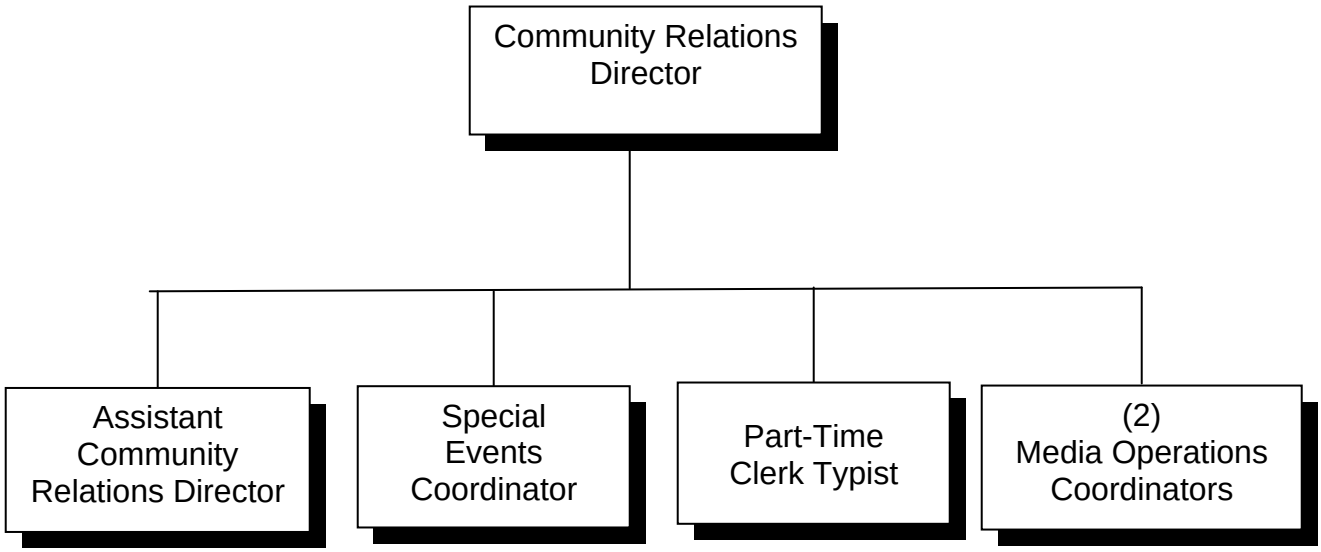
FINANCE

Notes

4101	**(1)**	**PROF SERV/ACCT/AUDITING**			**3,500**
	2,600	ANNUAL AUDIT	550	GFOA BUDGET AWARD APPL.	
	350	GFOA CAFR AWARD APPLICATION			
4105	**(2)**	**PROF SERV DATA PROCESSING**			**6,600**
	4,000	TRACKER SOFTWARE LEASE	1,000	IDC FORMS CREATION & PROGRAMMING	
	1,000	ANNUAL MAINTANCE - 3RD MILL	600	SEC. OF STATE VEHICLE REG.	
4110	**(3)**	**TECH. & CONSULT. SVCS.**			**3,500**
	500	NIRMS ANNUAL DISCLOSURE	3,000	OPEB ACTUARIAL (FY 13-14)	
4164	**(4)**	**TRAINING**			**1,000**
	1,000	GFOA/CPE TRAINING			
4180	**(5)**	**REPAIRS AND MAINTENANCE**			**1,700**
	1,200	FOLDER/INSERTER	500	POSTAGE METER	
4192	**(6)**	**DUES/SUBSCRIPTIONS**			**1,600**
	750	GOVERNMENT FINANCE OFFICERS ASSN	200	AICPA/ILCPA MEMBERSHIP	
	500	ILLINOIS GFOA	50	SAMS CLUB	
	100	AMEX MEMBERSHIP			

COMMUNITY RELATIONS

Organization Structure



COMMUNITY RELATIONS

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Community Relations Director manages the Community Relations Department, and along with the Department staff, initiates and implements cable television, public relations, supervises operation of the Addison Historical Museums, special events, and marketing projects for the Village. The Community Relations Director is appointed by, and reports to, the Village Manager.

Cable Television

The Department monitors operation of the cable system including franchise compliance, facilitating the resolution of subscriber complaints and coordinating other activities between the Village and the cable operator. The Director facilitates resident and subscriber inquiries and complaints regarding the cable television company, or other designated member of the Department staff, through direct contact with the operator, after such time as the resident has initially contacted the operator. In 2012, the Village Board adopted a new cable franchise ordinance providing for, among other things, a capital support fee of one-percent (1%) per subscriber per month payable to the Village to fund Public, Educational and Government (PEG) access production, identical to the PEG fee required under the State Video Franchise License law.

The Department staff produces government access and other community programming including the weekday "ACTV Update", weekly cablecasts of Village meetings and other public service programming for cablecast on Addison Community Television. ACTV programming is accessible 24/7 on the Village website. Televised public meetings and Village produced programming is archived on the website for future reference. Community programming is produced by either training eligible community access producers, including residents, organizations and public agency representatives, in the production of programming for cablecast, or by direct production work by the Department staff.

Public Relations

The Director, Assistant Director, and Special Events Coordinator coordinate a multi-level public relations and marketing program based on a community approach (intergovernmental, non-profit sector, residential and business community). This program includes regularly published press releases and media alerts on Village and community events and photo opportunities, production and maintenance of the Village's web site ***AddisonAdvantage.org***, coordinating a public-private sector community marketing program to promote the positive images of Addison, intergovernmental planning with public relations staffs of other taxing bodies, facilitating a comprehensive system for the planning of, and securing corporate sponsors for, community events including the "Summer of Special Events" music and family-friendly programs, Fall Fest and Christmas Tree Lighting, and developing and implementing public relations and special event projects as determined necessary by the elected officials and Village Manager. Nearly 2,000 residents and businesses subscribe to the Village's "E-Newsletter" and e-blast updates.

Narrative Cont.

FY 2013-14 KEY OBJECTIVES

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

1. Coordinate the critique of the 2012 Summer events with the Board, staff and Special Events Commission.
2. Complete preparations for the 2013 Summer of Special Events.
3. Completion of new Comcast cable TV franchise.
4. Completion of all strategic planning projects assigned to the department.
5. Completion of ongoing management of Community events sign.
6. Coordination of streaming video for all Village meetings.
7. Prepare a road map for new programming and promotion for the Village Museum.
8. Review the website for improvement in accordance with the Illinois Policy Institute's Transparency Program.

PREFORMANCE MEASURES

Community Television

	# of Programs Produced		
	FY11-12 ACTUAL	**FY12-13 ESTIMATED**	**FY13-14 PROJECTION**
Inputs			
Direct Expenditures	$666.629	$691,833	$742,000
Number of Employees	6	6	6
Outputs			
Program Name	**# of Programs Produced**		
Addiscene	73	80	50
Around Town/To Your Health	7	5	5
Before The Board	38	34	35
Village Board Meeting	24	24	24
Village Committee Meeting	45	48	50
"Ask Mayor Hartwig" Phone/E-Mails	27	20	10
District 4 School Board Meeting	10	12	12
Addison Park District Board Meeting	12	12	12
District 88 School Board Meeting	25	24	24
Addison Public Library Board Meeting	11	11	12
Other Village-Produced Programming	30	35	40
ACTV Update	235	235	235

COMMUNITY RELATIONS

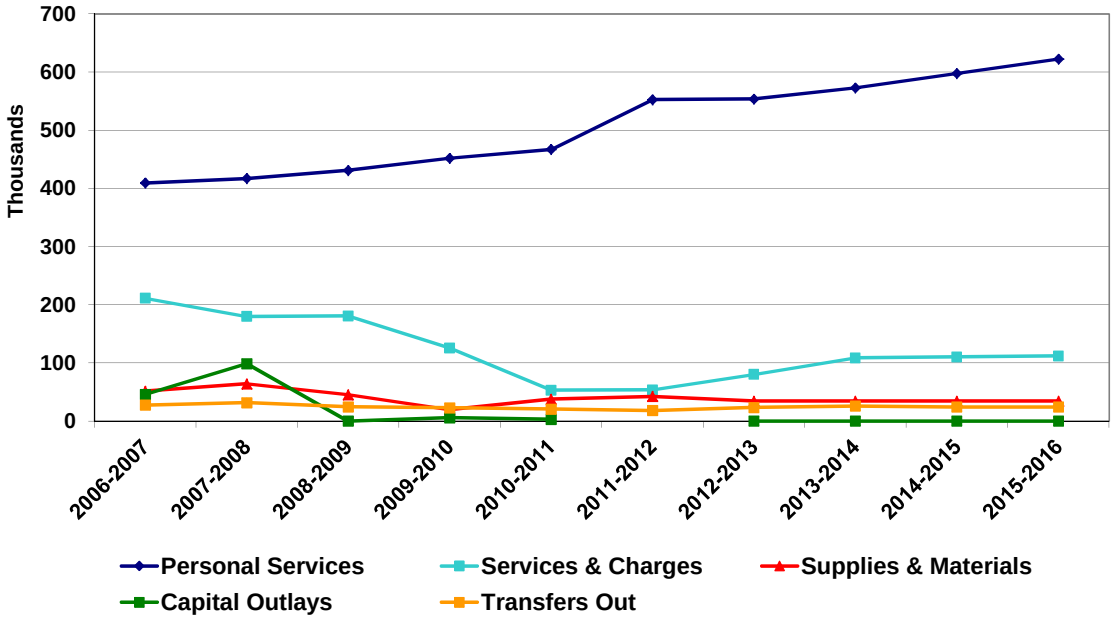
Personnel Summary

Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
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 Production Coordinator	2.00	2.00	2.00	2.00	2.00
Special Events Coordinator	1.00	1.00	1.00	1.00	1.00
P-T 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.

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	553,600	**572,900**	597,500	622,500
Services & Charges	80,300	**108,800**	110,300	111,900
Supplies & Materials	34,500	**34,500**	34,500	34,500
Capital Outlays	0	**0**	0	0
Transfers Out	23,433	**25,800**	24,100	24,100
Total	691,833	**742,000**	766,400	793,000



COMMUNITY RELATIONS

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1050		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	323,526	337,444	346,800	356,400	**362,500**	373,400	384,800
4006		OTHER PAY	2,933	21,813	3,500	3,600	**3,500**	3,500	3,600
4007		PART TIME (Historical)	0	28,103	26,500	28,100	**27,300**	28,200	28,900
4009		IMRF	45,760	54,309	47,100	49,900	**54,600**	56,300	58,000
4010		SOCIAL SECURITY	25,996	30,868	29,600	30,200	**30,800**	31,700	32,700
4012		HOSPITALIZATION	60,324	70,028	73,700	73,700	**83,100**	92,300	102,400
4020		SICK PAY	7,652	9,198	9,000	10,900	**10,000**	11,000	11,000
4022		LIFE INSURANCE	796	752	1,000	800	**1,100**	1,100	1,100
		SUBTOTAL	466,987	552,515	537,200	553,600	**572,900**	597,500	622,500
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,167	1,429	1,600	1,600	**1,700**	1,700	1,800
4107		PROF SVCS.-MEDICAL	753	0	0	0	**0**	0	0
4110	(1)	TECH. & CONSULT. SVCS.	9,348	9,348	10,000	10,000	**10,000**	10,000	10,000
4115		COMMUNICATIONS-TELEPHONE	2,705	6,658	4,000	5,500	**5,000**	5,000	5,000
4116		COMMUNICATIONS - PORT DEV	0	0	0	100	**0**	100	100
4117		COMMUNICATIONS-POSTAGE	3,866	(320)	2,000	500	**1,000**	1,000	1,000
4118		COPY/REPRODUCTION	1,458	141	1,000	300	**500**	500	500
4120	(2)	PUBLIC RELATIONS	20,421	21,230	36,000	36,000	**64,200**	65,600	67,100
4160		PRINTING	8,313	85	2,000	2,000	**2,000**	2,000	2,000
4161		PUBLICATION OF NOTICES	0	0	0	200	**800**	800	800
4163		CONFERENCES	657	658	500	500	**500**	500	500
4164		TRAINING	0	149	0	0	**1,000**	1,000	1,000
4170		PUBLIC UTILITY -GAS HEAT	0	1,233	2,000	1,000	**1,500**	1,500	1,500
4180	(3)	REPAIRS & MAINTENANCE	3,263	10,713	18,000	19,100	**18,000**	18,000	18,000
4190		RENTAL EQUIPMENT	0	0	0	0	**0**	0	0
4192	(4)	DUES & SUBSCRIPTIONS	899	1,878	2,500	2,500	**1,600**	1,600	1,600
4199		OTHER SERVICES & CHARGES	248	560	1,000	1,000	**1,000**	1,000	1,000
		SUBTOTAL	53,098	53,762	80,600	80,300	**108,800**	110,300	111,900
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	602	1,198	1,500	1,500	**1,500**	1,500	1,500
4203		CLOTHING SUPPLIES	0	0	0	0	**0**	0	0
4299	(5)	OTHER OPERATING SUPPLIES	37,016	41,077	33,000	33,000	**33,000**	33,000	33,000
		SUBTOTAL	37,618	42,275	34,500	34,500	**34,500**	34,500	34,500
			CAPITAL OUTLAYS						
4304		EQUIPMENT	3,162	0	0	0	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	1,289	2,231	1,700	5,800	**5,700**	5,700	5,800
4962		TRANSFER TO IS	17,797	14,446	16,200	16,700	**17,400**	15,700	15,600
4964		TRANSFER TO ERF	1,400	1,400	1,400	933	**2,700**	2,700	2,700
		SUBTOTAL	20,486	18,077	19,300	23,433	**25,800**	24,100	24,100
		TOTAL FOR DEPARTMENT	581,351	666,629	671,600	691,833	**742,000**	766,400	793,000

Notes

4110	**(1)**	**TECHNICAL & CONSULTING SERVICES**			**10,000**
		10,000	VILLAGE MEETING WEB STREAMING		
4120	**(2)**	**PUBLIC RELATIONS**			**64,200**
		2,000	HISTORICAL MUSEUM	16,000	SUMMER EVENTS
		8,000	FALL FEST	2,000	MISS ADDISON
		1,000	WEB SITE SERVICE	10,000	EVENT ADVERTISING
		3,000	TREE LIGHTING	8,000	BID PAL ADVANCE DEPOSIT
		14,200	DP CONVENTION & VISITOR BUREAU		
4180	**(3)**	**REPAIRS AND MAINTENANCE**			**18,000**
		10,000	STUDIO/CONTROL ROOM REP & MAINT	2,000	COPIER/FAX/PRINTER
		6,000	HISTORICAL MUSEUM		
4192	**(4)**	**DUES & SUBSCRIPTIONS**			**1,600**
		300	IEEE/SBE DUES	200	ROTARY CLUB
			NI-CAD BATTERIES		REPAIR AND MAINTENANCE SUPPLIES
		400	HISTORICAL MUSEUM		
4299	**(5)**	**OTHER OPERATING SUPPLIES**			**33,000**
		2,000	RECORDING SUPPLIES	6,000	DIGITAL EDITING SUPPLIES
		6,000	STUDIO & LIGHTING SUPPLIES	2,400	POWER CONDITIONER
		3,000	AUDIO SUPPLIES & PATCHBATS	6,000	REPAIRS & MAIN SUPPLIES
		2,500	BATTERIES	500	HISTORICAL MUSEUM
		3,000	DIGITAL DISK DRIVES	1,600	VIDEO PATCHBACK JACKS

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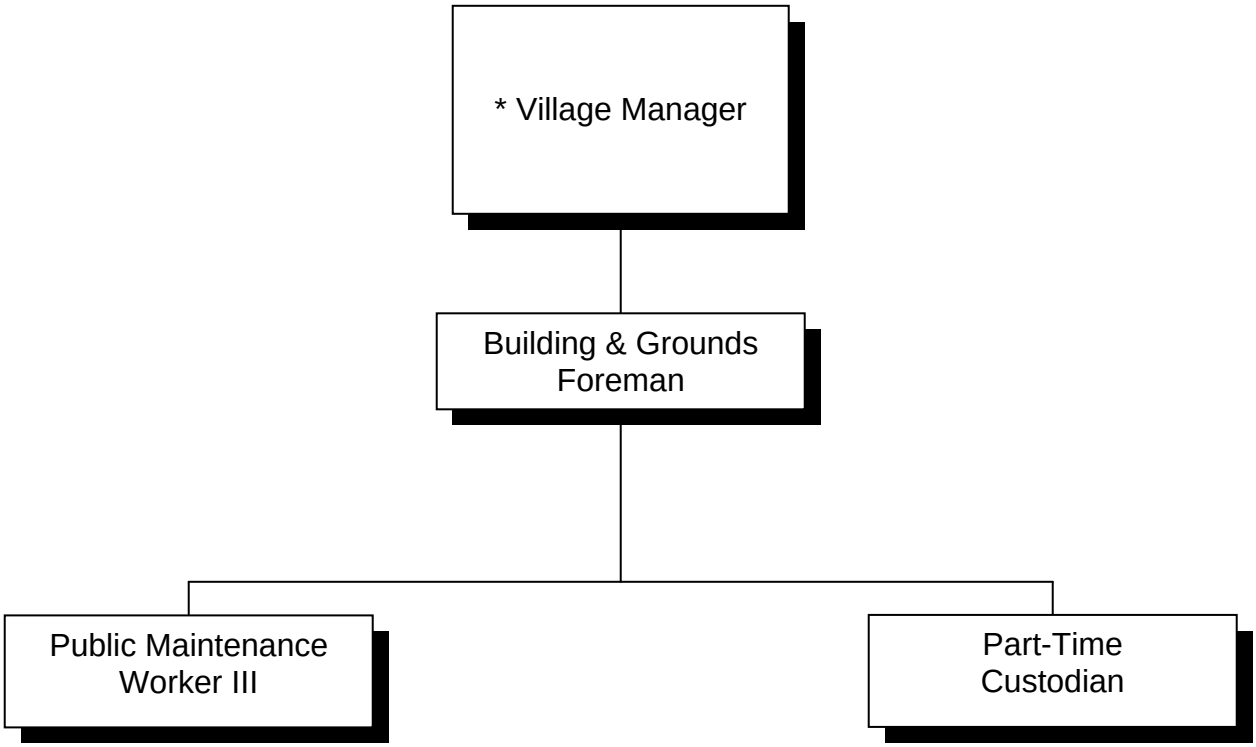
Organization Structure



* Not charged to this budget

BUILDING & GROUNDS

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

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

The Building and Grounds Department staff consists of one (1) full time maintenance staff and one (1) part time maintenance/custodial 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. 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 2013-2014 Key Objectives

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

1. Continue work in the development and implementation of an efficient and comprehensive, preventive maintenance plan for the Villages' buildings and all appurtenant equipment and systems, and to limit the need for outside repair vendors by performing the job tasks utilizing our current in-house staff.

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

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

Narrative Cont.

Performance Measures

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$506,681	$546,700	$555,000
Number of Employees	3	3	2
Outputs			
Number of work requests	2,925	2,850	3,000
Total square foot maintained	105,500	105,500	105,500
# of preventative maintenance work orders	1,657	1,488	1,700
Effectiveness			
% of work request completed w/in 24 hours	97%	99%	100%
Number of outsourced dollars	$149,352	$139,555	$125,000
% of preventive work orders	50%	50%	50%
Number of consecutive days w/out a lost time accident	365	365	365
Efficiency			
Janitorial costs per square foot	$.76	$.69	$.69
Average staff hours per work request	1.0	1.0	1.0
Square footage maintained per FTE	98,000	98,000	98,000
FTE Cost per square foot maintained	$2.64	$2.66	$2.74

BUILDING & GROUNDS

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Foreman	1.00	1.00	1.00	1.00	1.00
Public Maint Worker III	1.00	1.00	1.00	1.00	1.00
Part-Time Custodian	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	3.00	3.00	3.00	3.00	3.00

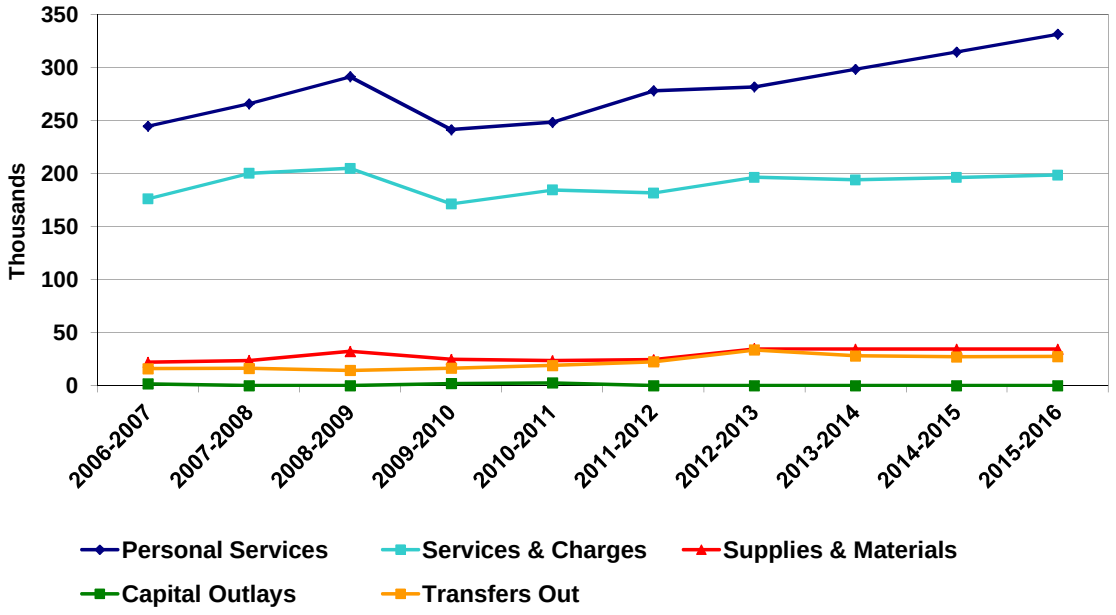
Authorized & Unbudgeted:

None

Total Authorized:	3.00

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	281,600	**298,400**	314,600	331,400
Services & Charges	196,500	**194,000**	196,300	198,600
Supplies & Materials	34,900	**34,400**	34,400	34,400
Capital Outlays	0	**0**	0	0
Transfers Out	33,700	**28,200**	27,100	27,400
Total	546,700	**555,000**	572,400	591,800



BUILDING & GROUNDS

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1060		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	86,952	90,108	92,300	93,900	**96,500**	99,400	102,400
4003		WAGES OPERATIONAL	58,323	62,319	66,200	67,200	**71,100**	75,400	80,000
4004		OVERTIME	4,271	3,674	6,000	6,000	**6,000**	6,500	6,500
4006		OTHER PAY	53	10,093	3,000	2,000	**3,000**	3,000	3,000
4007		PART TIME	16,808	17,662	18,100	16,800	**18,700**	19,300	19,900
4009		IMRF	23,012	25,497	23,300	24,000	**27,400**	28,500	29,700
4010		SOCIAL SECURITY	13,071	14,521	14,600	14,500	**15,400**	16,100	16,700
4012		HOSPITALIZATION	41,373	48,182	50,500	51,000	**53,800**	59,700	66,300
4020		SICK PAY	4,013	5,507	4,800	5,700	**5,900**	6,100	6,300
4022		LIFE INSURANCE	400	416	600	500	**600**	600	600
		SUBTOTAL	248,276	277,979	279,400	281,600	**298,400**	314,600	331,400
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	917	1,123	1,300	1,300	**1,300**	1,400	1,400
4107		PROF SVCS.-MEDICAL	83	178	100	0	**100**	100	100
4115		COMMUNICATIONS-TELEPHONE	731	1,042	1,000	900	**1,000**	1,000	1,000
4161		PRINTING	0	60	0	0	**0**	0	0
4161		PUBLICATION OF NOTICES	0	0	200	200	**200**	200	200
4170		PUBLIC UTIL. - GAS/HEAT	15,547	20,970	32,000	22,000	**21,000**	21,000	21,000
4180	(1)	REPAIRS & MAINTENANCE	165,553	156,497	169,400	169,400	**168,300**	170,500	172,800
4192		DUES/SUBSCRIPTIONS	15	15	0	0	**0**	0	0
4199	(2)	OTHER SERVICES & CHARGES	1,684	1,728	2,700	2,700	**2,100**	2,100	2,100
		SUBTOTAL	184,530	181,613	206,700	196,500	**194,000**	196,300	198,600
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	387	59	400	300	**400**	400	400
4202		CLEANING SUPPLIES	145	129	500	500	**500**	500	500
4203	(3)	CLOTHING SUPPLIES	1,062	1,026	1,500	1,100	**1,500**	1,500	1,500
4204		MOTOR FUEL & LUBRICANTS	0	0	4,000	0	0	0	0
4207		PUB. GRNDS. MATL/SUPPLIES	2,044	1,854	3,000	2,000	**3,000**	3,000	3,000
4208	(4)	BUILDING MATL/SUPPLIES	17,418	19,512	25,000	25,000	**25,000**	25,000	25,000
4290		EMERGENCY OPERATIONS	0	0	0	2,000	**0**	0	0
4299		OTHER OPERATING SUPPLIES	2,582	1,988	4,000	4,000	**4,000**	4,000	4,000
		SUBTOTAL	23,638	24,568	38,400	34,900	**34,400**	34,400	34,400
			CAPITAL OUTLAYS						
4304		EQUIPMENT	2,587	0	0	0	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	4,031	2,754	5,200	15,100	**14,900**	14,900	15,200
4962		TRANSFER TO IS	8,899	8,668	9,700	10,000	**10,500**	9,400	9,400
4964		TRANSFER TO ERF	6,100	11,100	8,600	8,600	**2,800**	2,800	2,800
		SUBTOTAL	19,030	22,522	23,500	33,700	**28,200**	27,100	27,400
		TOTAL FOR DEPARTMENT	478,061	506,682	548,000	546,700	**555,000**	572,400	591,800

Notes

4180 (1) REPAIRS & MAINTENANCE **168,300**

15,000	PREVENTATIVE MAINTENANCE /SERVICE ON BUILDING SYSTEMS, INCLUDING BUT NOT LIMITED TO AIR COMPRESSORS, FIRE EXTINGUISHERS & HOSES, BOILERS, CHILLERS, HVAC SYSTEMS & ELEVATORS. REPAIRS TO FURNITURE, CLEANING OF DRAPERIES, CARPET & UPHOLSTERY, ELECTRICAL REPAIRS, REPAIR & MAINTENANCE TO MARQUEE & SIGNS. REPAIR TO GAZEBO, ROOF & GUTTERS. SERVICE & MAINTENANCE ON FIRE ALARM SYSTEM AND ANY PERMANENTLY AFFIXED PART OF THE BUILDING. CARPET & TILE REPAIRS AND INSTALLATIONS.	1,000	GARAGE DOOR MAINTENANCE
		400	IRRIGATION SYS SERVICE - HIST DIST
		1,000	BOILER/CHILLER WATER TREATMENT
		500	ANNUAL MARQUEE MAINTENANCE
		400	IRRIGATION SYS SERVICE - HHRC
		400	WINTERIZE FOUNTAIN
		29,000	SECURITY ACCESS MAINTENANCE CONTRACT
		5,000	GENERAL REPAIRS AND MAINTENANCE HHRC
		900	FIRE PUMP ANNUAL CERTIFICATION
		600	BACK FLOW PREVENTION CERTIFICATION
		900	FIRE PUMP ANNUAL CERT - HHRC
		2,000	FIRE EXTINGUISHER - INSPECTION/SERVICE
		200	FIRE EXTINGUISHER SERVICE - HHRC
		6,700	FIRE ALARM CONTRACT
		5,400	ELEVATOR MAINTENANCE
68,000	CLEANING SERVICE - V H & P D	15,000	HVAC MAINTENANCE
1,500	CLEANING SERVICE - 105 E. LAKE ST.	1,000	WINDOW CLEANING - HHRC
4,700	CLEANING SERVICE - HHRC	2,000	GENERATOR LOAD BANK TEST - VH
4,500	WINDOW CLEANING	1,000	GENERATOR LOAD BANK TEST- HHRC
200	BACKFLOW CERT - HHRC	1,000	GENERATOR LOAD BANK TEST - 105 E LAKE

4199 (2) OTHER SERVICES & CHARGES **2,100**

1,500	CLEANSERV FOR WALK ON RUNNERS	600	NORCOMM ANNUAL MONITORING CONTRACT

4203 (3) CLOTHING SUPPLIES **1,500**

250	BOOTS 2 @ $125	750	UNIFORM RENTAL 3 @ $250
350	WINTER JACKETS & SAFETY WEAR, ETC	150	T-SHIRTS

4208 (4) BUILDING MAT SUPPLIES **25,000**

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

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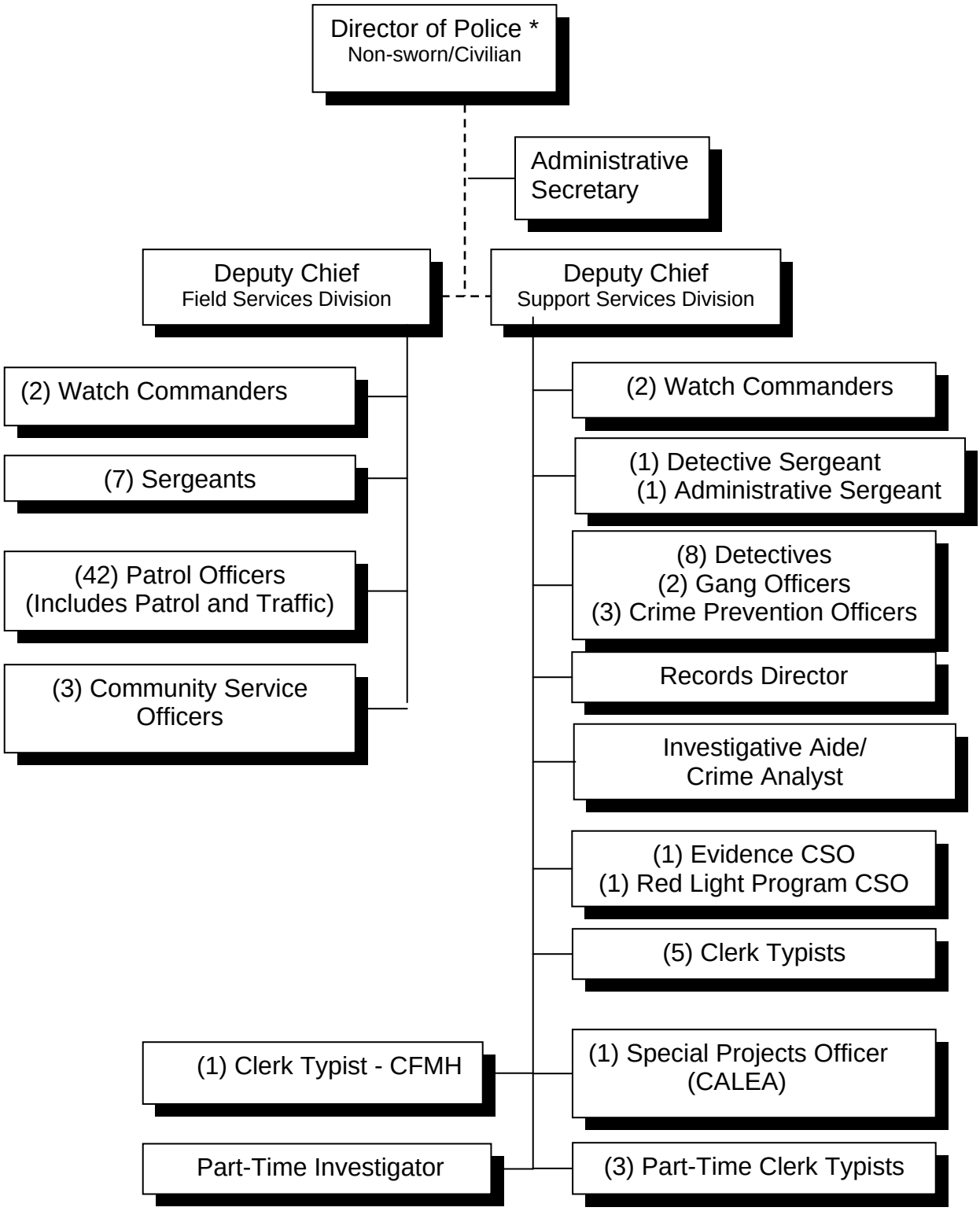
Organization Structure



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

POLICE

Narrative

DEPARTMENTAL DESCRIPTION OF ACTIVITIES

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

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.

Support Services Division

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

Narrative Cont.

FY 2013-14 Key Objectives

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

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

Vision 2 Our social and economic assets elevate community life.

- The Department will provide staff and resources to support the following programs and initiatives related to schools and life-long learning; SPC, DARE, 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 and support programs that embrace, expand and create interaction/participation between the various ethnic groups. Some of the programs that are offered at the Henry Hyde and SPC neighborhood resource centers are tailored towards a specific ethnic group, i.e. ESL classes, but a vast majority of the programs are offered to everyone in the community and an effort is made to encourage participation by every ethnic group in the numerous crime prevention programs offered.

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

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

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

FY 2013-14 Key Objectives Cont.

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

- The department has Crime Prevention personnel that are trained to provide the Crime Free Multi-Housing program to landlords within the community. The Crime Prevention Section will work with the Finance and Community Development Department to require all rental property owners to attend the Crime Free Multi-Housing program.

Vision 6 We take pride in quality municipal service delivery.

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

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

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

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

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

Narrative Cont.

Performances Measures

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$13,277,706	$12,877,100	$13,727,100
Number of Employees	83	83	83
Outputs			
Calls Responded To	25,380	25,000	26,153
Index Crimes	833	824	900
Non- Index Crimes	4,574	3,260	3,600
Service Calls:			
Lost / Found Property	236	218	250
Motorist Assist	799	500	550
Animal Complaints	743	830	800
Domestics	735	700	750
Suspicious Incidents	1,388	1,375	1,500
Citizen Assists	1,294	1,504	1,500
Traffic Accidents	1,237	1,171	1,200
Assist Other Agencies	3,476	3,000	3,300
Disturbance Calls	1,703	1,800	1,800
Alarms	1,133	1,292	1,400
Total Traffic Tickets	7,303	5,268	5,800
Total DUI Arrests	200	142	157
Total Parking Tickets	6,767	7,721	8,000
Effectiveness			
Neighborhood Groups	82	86	90
DARE Program Student Attendance	14,000	14,140	14,280
Senior Police Academy	15	30	45
Citizen Volunteers / CERTS	370	470	570
Employee Grievances	0	1	0
Efficiency			
Total cases investigated by Detective Division	680	646	613
Percentage of cases cleared by Detective Division	83%	85%	86%
Percentage of cases cleared by arrest (Detective Division)	39%	40%	40%

* (From 2011 to present date, there has been a 9.5% annual decrease in total cases initiated within the Detective Division).

POLICE

Personnel Summary

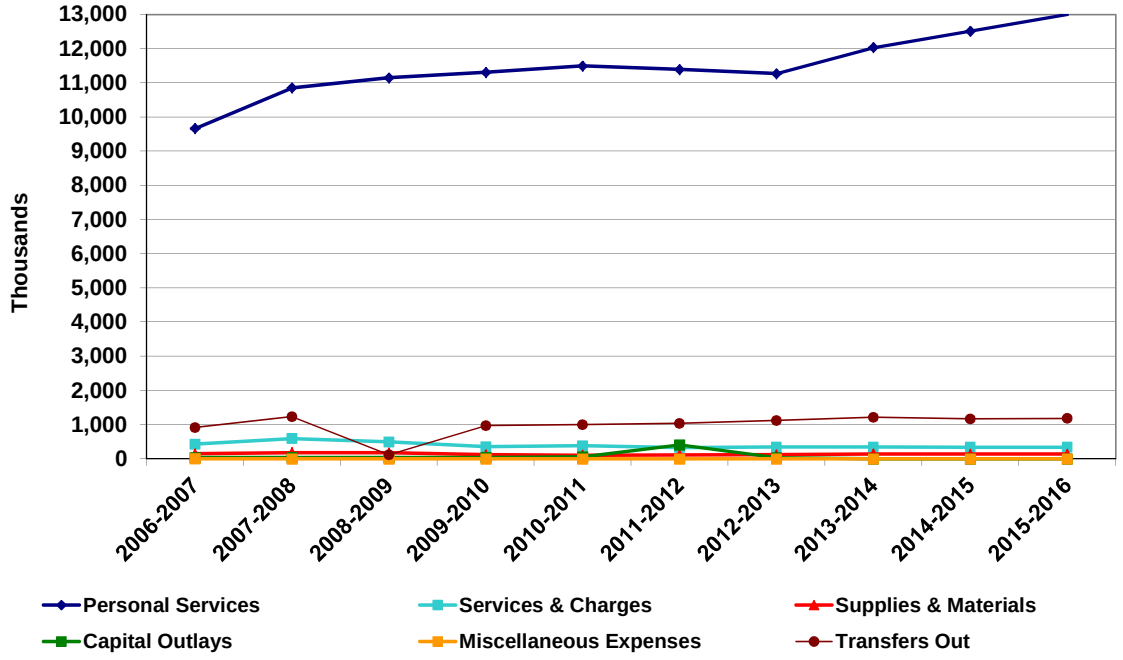
Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Director of Police	1.00	1.00	1.00	1.00	1.00
Deputy Chief of Police	2.00	2.00	2.00	2.00	2.00
Watch Commander	3.00	3.00	3.00	3.00	3.00
Sergeant	9.00	9.00	9.00	9.00	9.00
Patrol Officer	49.00	49.00	49.00	49.00	49.00
Community Service Officer	5.00	5.00	5.00	5.00	5.00
Administrative Secretary	2.00	2.00	2.00	2.00	2.00
Records Supervisor	1.00	1.00	1.00	1.00	1.00
Clerk Typist	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	3.00	3.00	3.00	3.00	3.00
Total Budgeted:	83.00	83.00	83.00	83.00	83.00
Authorized & Unbudgeted:					
Watch Commander	1.00				
Patrol Officer	7.00				
Community Service Officer	1.00				
Crossing Guard	18.00				
Subtotal:	*27.00*				
Total Authorized:	110.00				

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

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

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	11,265,500	**12,031,100**	12,512,300	13,002,200
Services & Charges	343,300	**339,800**	338,400	338,600
Supplies & Materials	118,500	**140,700**	137,100	137,100
Capital Outlays	33,000	**0**	0	0
Miscellaneous Expenses	0	**0**	0	0
Transfers Out	1,116,800	**1,215,500**	1,164,900	1,181,800
Total	12,877,100	**13,727,100**	14,152,700	14,659,700



POLICE

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1510		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	1,618,097	1,516,383	1,705,900	1,534,600	**1,797,400**	1,887,300	1,978,400
4002		WAGES CLERICAL	375,318	396,332	415,800	465,000	**446,600**	462,600	479,500
4003		WAGES OPERATIONAL	4,485,228	3,997,303	3,928,300	4,112,000	**4,236,900**	4,402,900	4,563,300
4004		OVERTIME	753,065	722,832	800,000	800,000	**800,000**	800,000	800,000
4005		HOLIDAY PAY	90,242	94,717	90,100	120,000	**90,100**	95,000	95,000
4006		OTHER PAY	48,530	366,661	80,000	50,000	**80,000**	83,000	83,000
4007		PART TIME	216,016	111,886	252,500	102,800	**120,000**	127,200	134,800
4009		IMRF	218,881	132,547	97,000	108,000	**115,900**	121,000	127,300
4010		SOCIAL SECURITY	578,531	547,497	564,400	556,600	**587,700**	608,500	629,800
4012		HOSPITALIZATION	1,270,407	1,295,186	1,406,900	1,377,600	**1,493,300**	1,657,600	1,839,900
4020		SICK PAY	91,034	100,849	101,000	102,800	**107,000**	111,000	115,000
4022		LIFE INSURANCE	7,696	5,772	8,500	6,000	**6,200**	6,200	6,200
4029		PENSION BENEFITS	1,742,204	2,101,803	1,920,000	1,930,100	**2,150,000**	2,150,000	2,150,000
		SUBTOTAL	11,495,249	11,389,768	11,370,400	11,265,500	**12,031,100**	12,512,300	13,002,200
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	6,083	7,449	7,800	7,800	**8,000**	8,300	8,500
4102		PROF SVCS - ARCHITECTURAL	22,621	1,260	0	0	**0**	0	0
4103	(1)	PROF SVCS.-LEGAL	73,566	66,338	67,000	60,000	**68,100**	68,100	68,100
4105	(2)	PROF SVCS.-DATA PROCESS.	29,563	18,268	32,300	42,300	**31,800**	31,800	31,800
4107		PROF SVCS.-MEDICAL	5,323	231	0	3,500	**2,400**	2,400	2,400
4110	(3)	TECH. & CONSULT. SVCS.	72,230	60,840	50,700	50,700	**46,700**	46,700	46,700
4115		COMMUNICATIONS-TELEPHONE	39,543	48,689	54,000	50,000	**54,000**	54,000	54,000
4116		COMMUNICATIONS-PORT DEV	0	0	0	500	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	16,238	15,370	19,000	14,000	**15,000**	15,000	15,000
4118		COPY/REPRODUCTION	8,477	9,106	10,000	7,700	**10,000**	10,000	10,000
4120		PUBLIC RELATIONS	1,191	600	1,000	500	**1,000**	1,000	1,000
4121		INVESTIGATIVE	11,730	8,829	10,000	10,000	**10,000**	10,000	10,000
4160		PRINTING	7,025	8,489	9,200	9,200	**11,000**	11,000	11,000
4161		PUBLICATION OF NOTICES	293	0	500	500	**100**	100	100
4163	(4)	CONFERENCES	6,241	18,822	13,100	15,000	**7,100**	7,100	7,100
4164	(5)	TRAINING	26,972	26,607	24,400	24,400	**24,000**	24,000	24,000
4170		PUBLIC UTIL GAS - HEAT	427	549	4,000	2,000	**700**	700	700
4175		PUBLIC UTILITY - ELEC. EQUIP	0	0	0	0	**900**	900	900
4180	(6)	REPAIRS & MAINTENANCE	30,148	16,432	20,200	20,200	**22,300**	22,300	22,300
4190		RENTAL EQUIPMENT	0	0	500	500	**500**	500	500
4192	(7)	DUES & SUBSCRIPTIONS	8,904	8,917	14,000	14,000	**15,300**	14,000	14,000
4199	(8)	OTHER SERVICES & CHARGES	13,308	12,625	10,500	10,500	**10,900**	10,500	10,500
		SUBTOTAL	379,883	329,421	348,200	343,300	**339,800**	338,400	338,600
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	9,600	9,352	12,500	10,000	**12,500**	12,500	12,500
4203	(9)	CLOTHING SUPPLIES	51,918	53,600	53,300	53,300	**56,900**	53,300	53,300
4290		EMERGENCY OPERATIONS	818	0	0	200	**0**	0	0
4299	(10)	OTHER OPERATING SUPPLIES	41,495	50,614	70,300	55,000	**71,300**	71,300	71,300
		SUBTOTAL	103,831	113,566	136,100	118,500	**140,700**	137,100	137,100
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	14,000	264,442	0	0	**0**	0	0
		DISPATCH BUILDOUT	0	0	**0**	0	**0**	0	0
4304		EQUIPMENT	42,516	141,547	**24,600**	33,000	**0**	0	0
		SUBTOTAL	56,516	405,989	24,600	33,000	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	490,108	532,596	627,400	644,300	**636,300**	637,000	649,000
4962		TRANSFER TO IS	313,102	303,366	339,600	351,100	**432,200**	388,800	387,500
4964		TRANSFER TO ERF	196,300	203,000	121,400	121,400	**147,000**	139,100	145,300
		SUBTOTAL	999,510	1,038,962	1,088,400	1,116,800	**1,215,500**	1,164,900	1,181,800
		TOTAL FOR DEPARTMENT	13,034,989	13,277,706	12,967,700	12,877,100	**13,727,100**	14,152,700	14,659,700

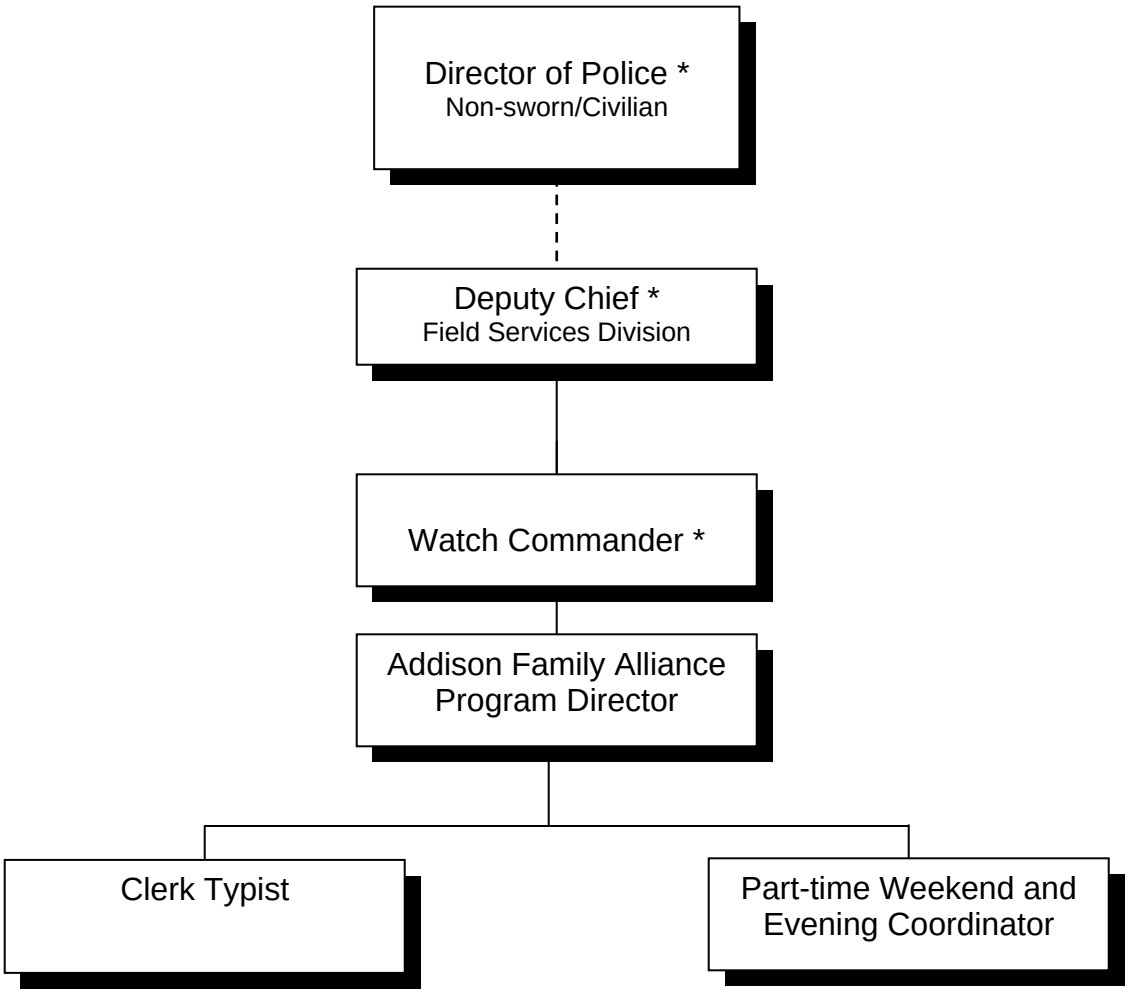
Notes

4103	**(1)**	**PROF SVCS.-LEGAL**			**68,100**
		50,000	DUI PROSECUTOR	8,100	ADMIN ADJUDICATOR
		10,000	TOWING ADMIN ADJUDICATOR		
4105	**(2)**	**PROF SERV DATA PROCESSING**			**31,800**
		4,200	VEHICLE LICENSE PROCESSING	500	EVIDENCE BAR CODE LICENSE
		4,300	COUNTY DATA USER FEE	800	FAAP FALSE ALARM AGREEMENT
		900	VIRUS SOFTWARE LICENSE RENEWAL	2,400	INNOVATIVE DATA
		1,400	TOTAL STATION	3,000	IWIN - CMS RVCVNG
		4,800	WEST GOVT SVC- INVEST DATABASE	1,200	COLEMAN TELETRAC
		450	CRIME INTEL MAINTENANCE CONTRACT	1,500	OCEAN SYSTEMS AGREEMENT
		550	CRITICAL REACH COMPOSITE	300	TRAC SYSTEM MAINTENANCE AGREEMENT
		1,300	BEAST SUPPORT	1,100	CERTIFION - ENTERSECT
		1,500	CRIME MAPPING SOFTWARE FOR RECORI	1,600	DICTATION EQUIP. MAINT.
4110	**(3)**	**TECH & CONSULT SERVICES**			**46,700**
		4,700	CALEA	7,500	GRANT WRITING CONSULT - GRANTS
		15,000	IWIN - VERIZON MDC	12,500	ADMIN ADJ
		7,000	NET RMS		
4163	**(5)**	**CONFERENCES**			**7,100**
		500	FBI/ILLINOIS CHIEFS	400	DCEM MEETINGS
		500	ASSOCIATION MEETINGS	1,000	IEMA CONFERENCE
		3,000	COURT MILEAGE	1,000	ILEAS CONFERENCE
		700	DUPAGE CHIEFS OF POLICE		
4164	**(6)**	**TRAINING**			**24,000**
		7,500	NEMRT (67 SWORN AND 16 CIVILIAN)	7,000	MAJOR CRIME EVIDENCE TECHNICIAN
		1,500	USE OF FORCE INSTRUCTOR	1,500	MEDICOLEGAL DEATH SEMINAR
		1,600	ILEETA TRAINING	100	TASER RE-CERTIFICATION
		1,500	LAW REVIEW CLASSES	800	COMMUNITY RESPONSE UNIT TRAINING
		2,500	HOMICIDE TRAINING		
4180	**(7)**	**REPAIRS AND MAINTENANCE**			**22,300**
		4,400	RADAR CALIBRATION	3,100	FIRE EXTINGUISHERS, RADAR, CAMERAS
		5,600	LIVESCAN MAINTENANCE	1,000	FITNESS EQUIPMENT SERVICE CONTRACT
		1,000	UNITROLS, SHOTGUNS, HANDGUNS	1,200	TASER EXTENDED WARRANTY
		5,000	RANGE SERVICE CONT -MECH/CLEANING	1,000	EQUIPMENT REPAIRS
4192	**(8)**	**DUES/SUBSCRIPTIONS**			**15,300**
		100	CREDIT MEMBERSHIP (DETECTIVES)	500	MAJOR CRIME TASK FORCE
		100	WEST SUBURBAN DETECTIVES ASSOC.	100	DARE ASSOCIATION
		300	DUPAGE POLICE CHIEF'S ASSOCIATION	200	IATIA
		600	JUVENILE OFFICER'S ASSOCIATION	300	ILLINOIS ASSOC. OF CHIEFS OF POLICE
		100	IAPE	400	ILLINOIS CRIMINAL LAW BOOKS
		200	ILLINOIS COMPILED STATUTES	100	IPAC
		200	LEVA (DECTECTIVES)	300	PERF
		100	ILLINOIS ANIMAL CONTROL ASSOCIATION	100	NATIONAL BUNCO ASSOCIATION
		300	FBI ASSOCIATION (4)	100	MGIA
		360	INTERNATIONAL CHIEF'S OF POLICE	40	NATIONAL ASSOC OF SCHOOL RES
		4,000	STATE'S ATTORNEY CHILD ABUSE PRGM	25	CAI - CRIME ANALYSTS OF IL
		100	LERMI RECORDS MANAGER	3,000	IVC (IL VEHICLE CODE BOOKS)
		50	ILLINOIS CRIME PREVENTION ASSOC.	200	ILEAS - ANNUAL AGENCY MEMBERSHIP DUES
		300	MOCIC MEMBERSHIP	125	MISC
		3,000	NIPAS (FIELD FORCE)		
4199	**(9)**	**OTHER SERVICES & CHARGES**			**10,900**
		3,900	ANIMAL IMPOUNDMENT	1,000	SHIPPING/FREIGHT
		500	PRISONER MEALS	3,000	CAR/ SQUAD CAR WASHES
		2,500	SHRED-IT SHREDDING SERVICE		

4203	**(10)**	**CLOTHING SUPPLIES**			**56,900**
	18,600	REPLACEMENT UNIFORMS	7,500	BULLET PROOF VESTS	
	9,100	9 DETECTIVES 2 DEPUTIES	7,000	SHOES	
	800	3 TASK FORCE	500	ALTERATIONS & REPAIRS	
	800	10 CLERKS	600	CSOS	
	12,000	CLEANING & MAINTENANCE			
4299	**(11)**	**OTHER OPERATING SUPPLIES**			**71,300**
	15,000	AMMO - COMPULSORY TRAINING	1,500	AED EQUIPMENT/SUPPLIES	
	1,200	BREATHALYZER SUPPLIES	2,000	BADGES	
	1,500	CARTONS FOR EVIDENCE	600	BATTERIES, VIDEO TAPES, CASSETTES, DISKS	
	600	COFFEE	5,000	CAMERA, VIDEO, & AUDIO SUPPLIES	
	500	DISPOSABLE BLANKETS	1,200	COMPUTER SUPPLIES	
	6,000	EVIDENCE SUPPLIES	500	CRIME FREE MULTI-HOUSING	
	3,600	FLARES	1,000	DOG FOOD/ANIMAL SUPPLIES	
	500	GUN CLEANING SUPPLIES	2,000	FIRST AID SUPPLIES	
	100	HARDWARE SUPPLIES	500	LOCK UP SUPPLIES	
	1,500	MAJOR CALLS & SPCL EVENT SUPPLIES	1,500	MEETING SUPPLIES	
	8,100	MISCELLANEOUS OFFICER SUPPLIES	1,200	NON-LETHAL CHEMICAL SPRAY	
	600	NARCOTICS KITS	900	SPARE GUN PARTS	
	5,000	RECHARGEABLE BATTERIES	2,700	STARCOMM EAR PIECES	
	1,200	SHOOTING TARGETS	3,000	TASER SUPPLIES	
	2,000	STERICYCLE WASTE REMOVAL	300	TRAFFIC WANDS/FLASHLIGHTS	

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

After School Programming/Children's Services

The After School Programming/Children's Services consists of an After School Program that runs Monday through Friday from 3 p.m. to 5 p.m. throughout the school year. During spring, summer and winter breaks, the Center runs camps for the children. During both the After School Program and the Camps, the Center is able to feed each child which is 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, 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. The Center has also partnered with CareLink to provide car seat safety instruction as well as car seats for the community.

Narrative (Cont.)

FY 2013-14 Key Objectives

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

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

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

- The Center offers a variety of programs that are tailored towards specific ethnic groups, i.e. ESL classes, GED 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 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$248,217	$288,800	$313,100
Number of Employees	3	3	3
Volunteers	32	30	30
Outputs			
Total Hours of Service for After School Program	358	355	355
Total Hours of Service for Summer Camp	93.5	121	110
Total Number of Children Registered for Summer Camp	57	77	75
Total Number of Children Registered for After School Program	145	150	150
Daily Attendance in the After School Program	63	53	50
Number of Meals served to the Children.	13,035	13,100	13,100
Computer Literacy Class	96	96	96
GED in Spanish	102	120	120
English as a Second Language	92	90	90
Teen Parenting Class	132	130	130

HENRY HYDE RESOURCE CENTER

Personnel Summary

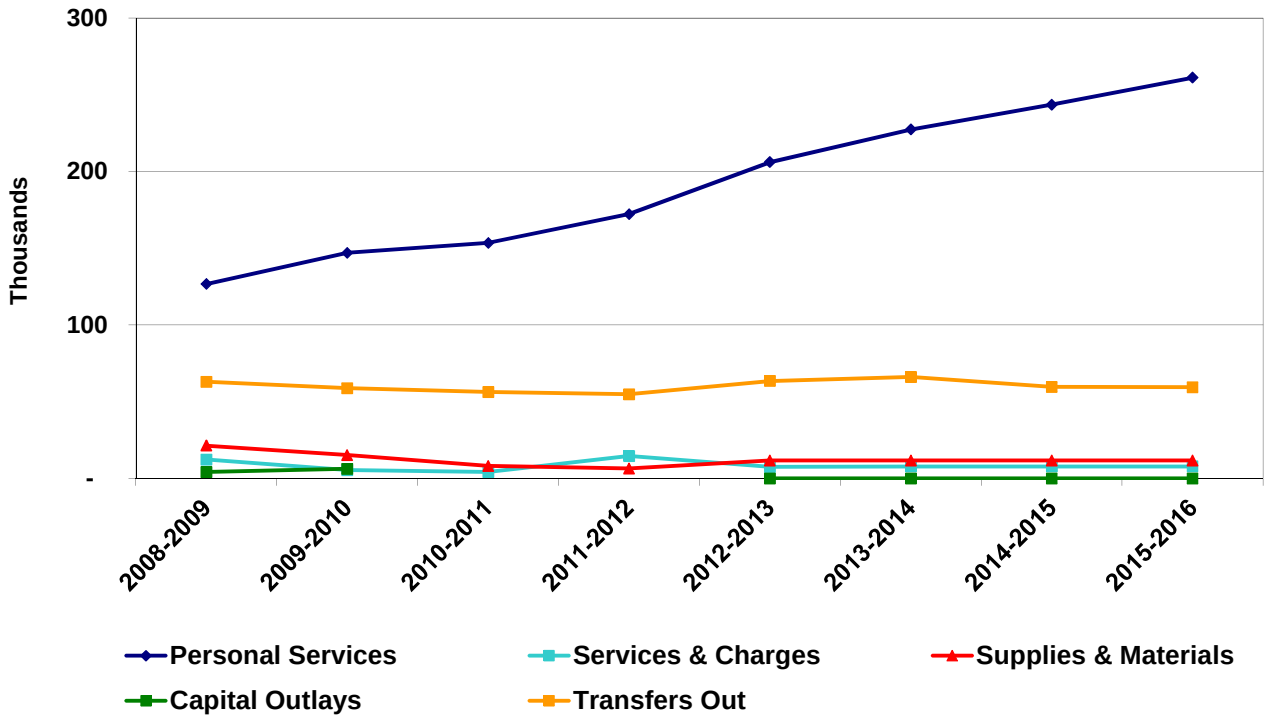
Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
AFAP Director	1.00	1.00	1.00	1.00	1.00
Clerk Typist	1.00	1.00	1.00	1.00	1.00
PT Clerk Typist	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	3.00	3.00	3.00	3.00	3.00
Authorized & Unbudgeted:					
PT Clerk Typist			1.00		
Total Authorized:	3.00				

Note: In 2012-13, the one part-time clerk typist position was removed and a full-time clerk typist position was added.

HENRY HYDE RESOURCE CENTER

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	206,200	**227,500**	243,700	261,300
Services & Charges	7,500	**7,800**	7,800	7,800
Supplies & Materials	11,600	**11,600**	11,600	11,600
Capital Outlays	0	**0**	0	0
Transfers Out	63,500	**66,200**	59,600	59,400
Total	288,800	**313,100**	322,700	340,100



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.

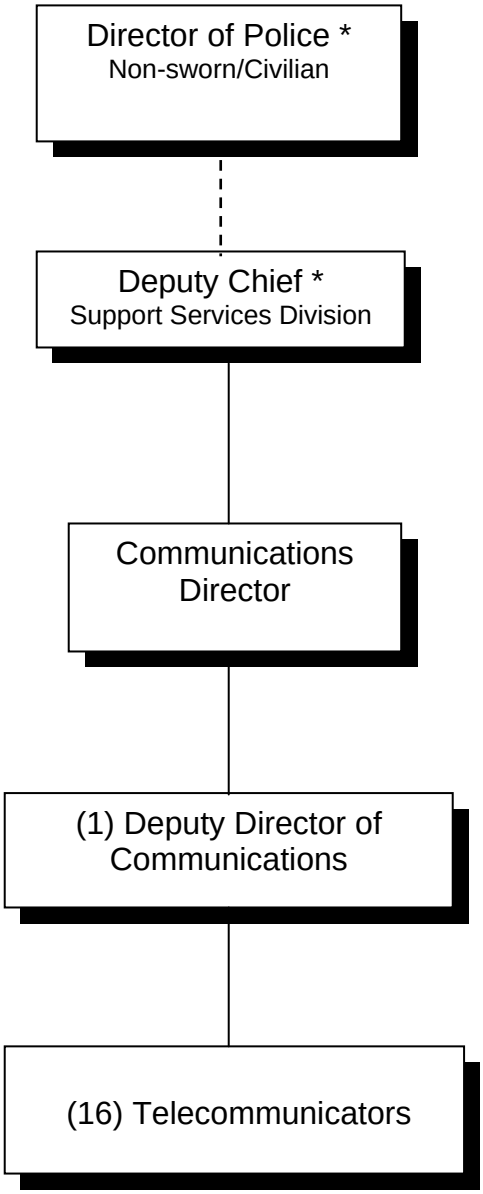
HENRY HYDE RESOURCE CENTER

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1520	**EXPENDITURES**							
		PERSONAL SERVICES						
4001	SALARIES - ADMINISTRATIVE	72,361	77,243	81,400	82,800	**87,700**	92,900	98,600
4002	WAGES CLERICAL	0	142	38,200	38,600	**41,100**	43,600	46,200
4006	OTHER PAY	24	5,548	0	400	**0**	0	0
4007	PART TIME	38,490	40,643	16,300	15,300	**17,300**	18,400	19,600
4009	IMRF	14,964	16,687	16,700	17,400	**19,900**	21,100	22,400
4010	SOCIAL SECURITY	8,498	9,470	10,400	10,500	**11,200**	11,900	12,600
4012	HOSPITALIZATION	18,927	22,353	40,000	41,000	**50,000**	55,500	61,600
4022	LIFE INSURANCE	208	208	200	200	**300**	300	300
	SUBTOTAL	153,472	172,294	203,200	206,200	**227,500**	243,700	261,300
		SERVICES & CHARGES						
4101	PROF SVCS.-ACCTNG/AUDITING	500	612	700	700	**700**	700	700
4105	PROF SVCS. - DATA PROCESS.	0	0	1,000	1,000	**1,000**	1,000	1,000
4107	PROF SVCS.- MEDICAL	0	0	0	0	**0**	0	0
4110	TECH. & CONSULT. SVCS.	0	0	0	0	**0**	0	0
4115	COMMUNICATIONS-TELEPHONE	2,718	2,867	2,400	3,300	**3,300**	3,300	3,300
4116	CIOMMUNICATIONS - PORT DEV	0	0	0	800	**0**	0	0
4118	COPY/REPRODUCTION	513	722	600	600	**600**	600	600
4160	PRINTING	0	0	0	0	**1,000**	1,000	1,000
4161	PUBLICATION OF NOTICES	120	120	200	100	**200**	200	200
4163	CONFERENCES	125	0	0	0	**0**	0	0
4192	DUES/SUBSCRIPTIONS	15	15	0	0	**0**	0	0
4199	OTHER SERVICES & CHARGES	242	10,192	1,000	1,000	**1,000**	1,000	1,000
	SUBTOTAL	4,233	14,528	5,900	7,500	**7,800**	7,800	7,800
		SUPPLIES & MATERIALS						
4201	OFFICE SUPPLIES	1,075	174	1,500	1,500	**1,500**	1,500	1,500
4203	CLOTHING SUPPLIES	483	0	700	700	**700**	700	700
4299	OTHER OPERATING SUPPLIES	6,643	6,326	9,400	9,400	**9,400**	9,400	9,400
	SUBTOTAL	8,201	6,500	11,600	11,600	**11,600**	11,600	11,600
		CAPITAL OUTLAYS						
4304	EQUIPMENT	0	0	0	0	**0**	0	0
		TRANSFERS OUT						
4962	TRANSFER TO IS	56,358	54,895	61,500	63,500	**66,200**	59,600	59,400
	TOTAL FOR DEPARTMENT	222,264	248,217	282,200	288,800	**313,100**	322,700	340,100

CONSOLIDATED DISPATCH CENTER

Organization Structure



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

CONSOLIDATED DISPATCH CENTER

Narrative

DESCRIPTION OF ACTIVITIES

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

The Consolidated Dispatch Center currently provides services for the Village of Addison, the Village of Bensenville, and the Village of Bloomingdale. The 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 unit's requests and inquiries. Quality control is checked by random Customer Service compliance checks of the employees handling and processing of both E911 emergency and non-emergency calls; as well as radio traffic. With this approach, the Center diligently pursues the safety of the citizenry and employees of the member agencies as its primary goal.

Personnel:

The Consolidated Dispatch Center has an authorized strength of sixteen civilian T/Cs, plus the Communications Director and Deputy Director of Communications. The T/Cs are divided into three 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.

FY 2013-14 Key Objectives

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

Goal 4 - Ensure safety across the community.

- The Addison Police Department is a proponent of consolidating other independent PSAPs (Public Safety Answering Points) 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.
- Other independent PSAPs (Public Safety Answering Point) 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.

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

Goal 1 - Assess customer needs

- The Section will continue to incorporate new technology to work towards better service provided to the citizens.
- Annually the Section will review the use of new technology, i.e. e-mail, cellular telephones, the village web site, 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.

Goal 2 - Provide resources to engage and cultivate Village officials and Employees

- In order to accommodate the provision of services to other agencies, the current Addison Consolidated Dispatch Center has been expanded to house five radio consoles; with accommodations for another three console positions available.

CONSOLIDATED DISPATCH CENTER

Narrative Cont.

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

Goal 2 - Provide resources to engage and cultivate Village officials and Employees (Cont)

- 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.

- New console furniture and chairs for two positions were purchased as part of the expansion of the radio room to accommodate Bloomingdale joining ACDC; and additional furniture and chairs will be added as needed.

- The StarCom21 System radio equipment was installed. On March 1, 2012, after approval from Motorola, StarCom and ETSB, we began using the back-up consolettes on StarCom; and we went on line with the full StarCom system on April 10, 2012.

- Training of telecommunicators and officers on the new radio equipment was conducted in 2012; and they receive additional training as changes and features become available.

Performances Measures	**FY 11-12 ACTUAL**	**FY 12-13 ESTIMATE**	**FY 13-14 PROJECTION**
Inputs			
Direct Expenditures	$1,369,900	$1,719,200	1,891,120
Number of Employees	14	18	18
Outputs			
E911 calls processed	16,219	19,536	21,490
Other phone calls processed	99,284	114,648	126,113
Outbound calls made by T/C's	32,827	46,926	51,619
Total phone calls handled by T/C's	148,330	181,110	199,222
Calls for service generated in CAD	41,021	62,700	68,970
Effectiveness			
% of 911 calls answered w/in 0-5 secs.	98.47	98.47	98.47
% of 911 calls answered w/in 6-11 secs.	1.44	1.44	1.44
% of 911 calls answered w/in 11-15 secs.	0.07	0.07	0.07
% of 911 calls answered w/in over 15 secs.	0.02	0,02	0.02
Efficiency			
Avg. ring time (seconds)	00:03	00:03	00:03
Avg. talk time (seconds)	1.06	01:06	01:06
Avg. hold time (seconds)	1.19	1.19	1.19

CONSOLIDATED DISPATCH CENTER

Personnel Summary

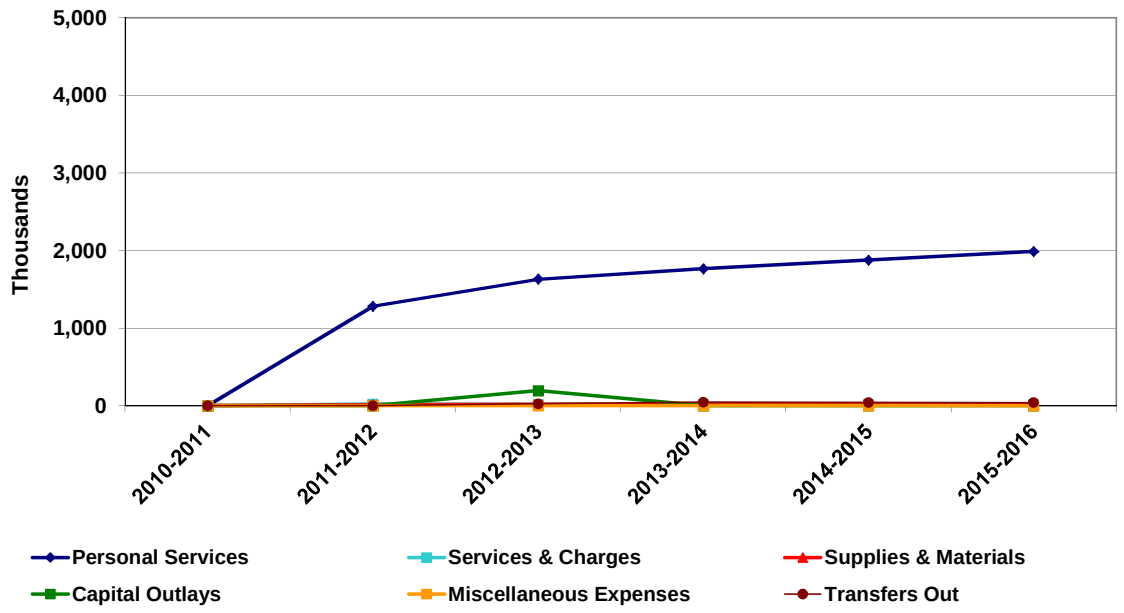
Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Communications Director	1.00	1.00	1.00	1.00	1.00
Deputy Director of Communications	1.00	1.00	1.00	1.00	1.00
Dispatchers/Telecommunicators	12.00	16.00	16.00	16.00	16.00
PT- Clerk Typist	0.00	0.00	0.00	0.00	0.00
Total Budgeted:	14.00	18.00	18.00	18.00	18.00
Authorized & Unbudgeted:					
None	0.00				
Total Authorized:	14.00				

CONSOLIDATED DISPATCH CENTER

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	1,631,800	**1,766,600**	1,877,200	1,987,100
Services & Charges	18,600	**16,800**	16,800	16,800
Supplies & Materials	17,000	**18,800**	18,800	18,800
Capital Outlays	195,000	**0**	0	0
Miscellaneous Expenses	0	**0**	0	0
Transfers Out	25,000	**45,300**	40,800	40,600
Total	1,887,400	**1,847,500**	1,953,600	2,063,300

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



CONSOLIDATED DISPATCH CENTER

Budget

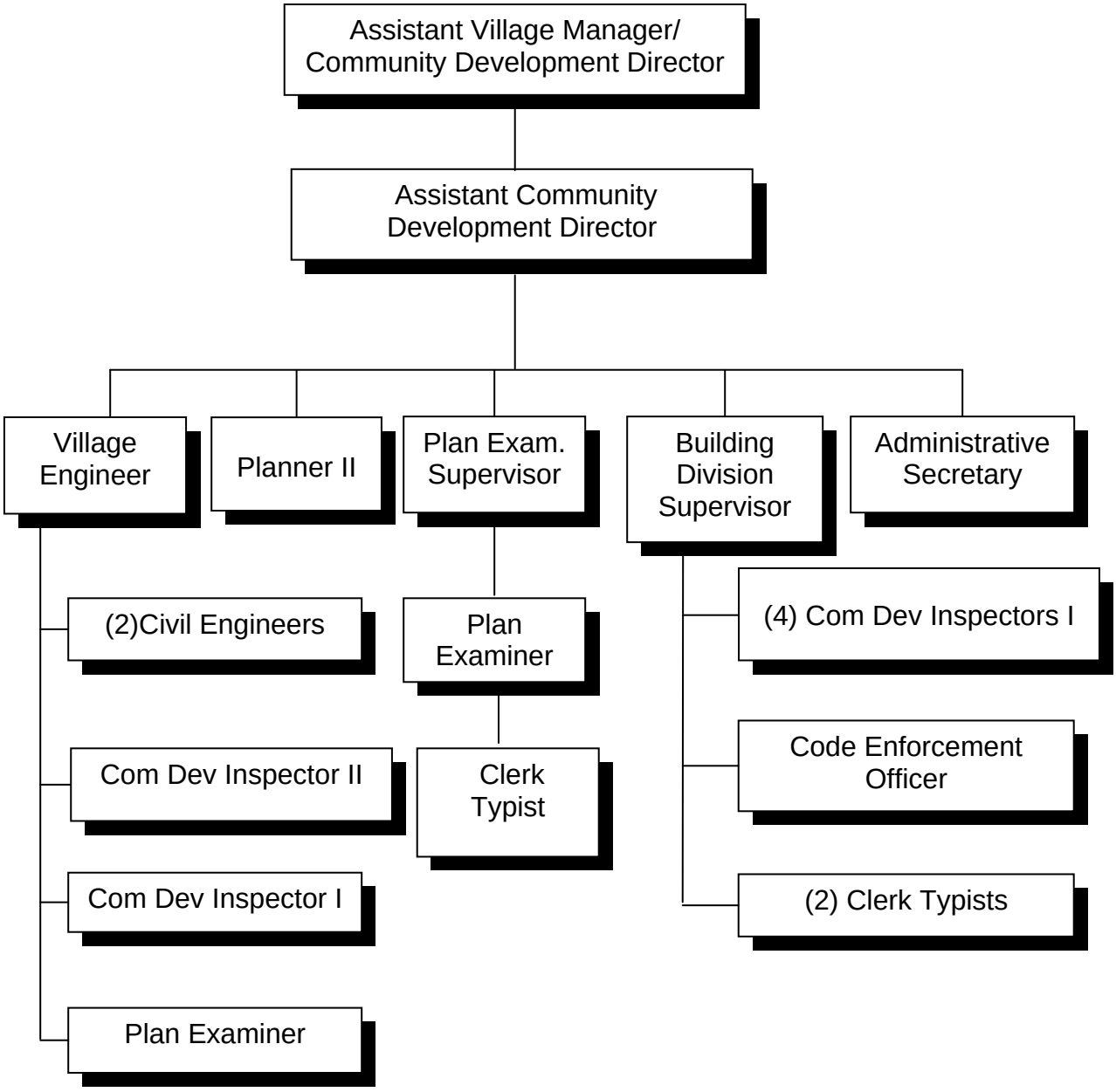
ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
1530		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	0	81,158	170,700	178,300	**180,900**	189,200	198,000
4003		WAGES OPERATIONAL	0	651,473	924,100	819,000	**957,900**	1,010,400	1,059,100
4004		OVERTIME	0	138,537	38,000	122,000	**40,300**	42,700	45,300
4005		HOLIDAY PAY	0	20,132	35,000	30,000	**37,200**	39,500	41,800
4006		OTHER PAY	0	34,060	0	2,000	**2,000**	2,000	2,000
4009		IMRF	0	124,924	142,800	145,000	**165,200**	174,100	182,600
4010		SOCIAL SECURITY	0	71,462	89,100	87,400	**93,600**	98,700	103,400
4012		HOSPITALIZATION	0	153,146	253,200	241,400	**279,900**	310,700	344,900
4020		SICK PAY	0	6,564	0	4,600	**7,100**	7,400	7,500
4022		LIFE INSURANCE	0	1,524	3,000	2,100	**2,500**	2,500	2,500
		SUBTOTAL	0	1,282,980	1,655,900	1,631,800	**1,766,600**	1,877,200	1,987,100
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	0	0	300	300	**300**	300	300
4105	(1)	PROF SVCS.-DATA PROCESS.	0	681	1,500	1,500	**800**	800	800
4107	(2)	PROF SVCS.-MEDICAL	0	1,811	900	1,500	**800**	800	800
4110	(3)	TECH. & CONSULT. SVCS.	0	2,268	4,700	5,500	**2,700**	2,700	2,700
4115		COMMUNICATIONS-TELEPHONE	0	16	0	0	**0**	0	0
4117		COMMUNICATIONS-POSTAGE	0	0	0	0	**0**	0	0
4118		COPY/REPRODUCTION	0	0	500	100	**500**	500	500
4160		PRINTING	0	0	0	0	**0**	0	0
4161		PUBLICATION OF NOTICES	0	403	400	0	**400**	400	400
4163		CONFERENCES	0	47	0	0	**0**	0	0
4164	(4)	TRAINING	0	55	3,200	3,200	**3,200**	3,200	3,200
4180	(5)	REPAIRS & MAINTENANCE	0	16,725	6,500	6,000	**6,500**	6,500	6,500
4192	(6)	DUES & SUBSCRIPTIONS	0	0	200	200	**1,100**	1,100	1,100
4199	(7)	OTHER SERVICES & CHARGES	0	684	300	300	**500**	500	500
		SUBTOTAL	0	22,690	18,500	18,600	**16,800**	16,800	16,800
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	0	4,170	7,000	5,000	**6,000**	6,000	6,000
4203	(8)	CLOTHING SUPPLIES	0	4,535	5,400	5,000	**5,400**	5,400	5,400
4299	(9)	OTHER OPERATING SUPPLIES	0	5,018	7,400	7,000	**7,400**	7,400	7,400
		SUBTOTAL	0	13,723	19,800	17,000	**18,800**	18,800	18,800
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	0	30,000	30,000	**0**	0	0
4304		EQUIPMENT	0	0	165,000	165,000	**0**	0	0
		SUBTOTAL	0	0	195,000	195,000	**0**	0	0
			TRANSFERS OUT						
4964		TRANSFER TO IS	0	0	25,000	25,000	**45,300**	40,800	40,600
		SUBTOTAL	0	0	25,000	25,000	**45,300**	40,800	40,600
		TOTAL FOR DEPARTMENT	0	1,319,393	1,914,200	1,887,400	**1,847,500**	1,953,600	2,063,300

CONSOLIDATED DISPATCH CENTER

Notes

4105	**(1)**	**PROF SERV DATA PROCESSING**				**800**
		700	CRITICAL CALL	100	LEXIS NEXUS	
4107	**(3)**	**PROF SERV MEDICAL**				**800**
		800	PHYSICALS - NEW HIRE			
4110	**(4)**	**TECH & CONSULT SERVICES**				**2,700**
		2,700	NEW HIRE TESTING			
4164	**(4)**	**TRAINING**				**3,200**
		2,000	NERMET (20)	1,200	T/C TRAINING	
4180	**(5)**	**REPAIRS AND MAINTENANCE**				**6,500**
		4,500	OTHER MAINTENANCE	2,000	UPS MAINTENANCE SYSTEM	
4192	**(6)**	**DUES/SUBSCRIPTIONS**				**1,100**
		1,100	APCO MEMBERSHIP - ALL DEPT			
4199	**(7)**	**OTHER SERVICES & CHARGES**				**500**
		500	NOTARY RENEWALS			
4203	**(8)**	**CLOTHING SUPPLIES**				**5,400**
		3,000	REPLACEMENT UNIFORMS	2,400	NEW HIRE UNIFORMS	
4299	**(9)**	**OTHER OPERATING SUPPLIES**				**7,400**
		1,200	FIRST AID SUPPLIES	3,700	CUSTOMER SERVICE PROGRAM	
		2,500	HEADSETS/EARPIECES/BATTERIES			

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-one (21) 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. GIS functions for the entire Village organization are also performed by our engineering staff. The Community Rating System (CRS) and Insurance Service Organization (ISO) compliance are also performed by Engineering. Beginning in 2010, Transfer of Property sump pump inspections were transferred from Public Works to Engineering.

Capital Improvements

A majority of the Village's capital improvements 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

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, the Plan Commission, the Town Center Commission, the 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 FY2011/12 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 2013-14 KEY OBJECTIVES

Vision 1 – The Town Center has been negatively impacted by the economy, however, the Town Center Development Plan, and its design and amenities still engender and project a desirable sense of place. The economic downturn has created some challenges that have slowed the progress of these goals. However, the design standards have been effective in upgrading two existing facades and a new building.

1. Promote St. Paul's vacant property as a senior housing development to establish residential options in proximity to retail, dining and entertainment. Staff is working with two developers that have shown interest. Senior Housing is also proposed for the 4 acres behind Jewel.
2. Reach agreement with Green Meadow on shopping center redevelopment, including improved retail. Negotiations are underway for these improvements.

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

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

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

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

COMMUNITY DEVELOPMENT

Narrative Cont.

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

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

PERFORMANCE MEASURES

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$2,605,518	$2,627,600	$2,684,600
Number of Employees	21	21	21
Building Permits			
Outputs			
Total Number of Permits Issued	1,056	1,000	1,012
# of new Residential Permits	1	2	3
# of Residential Additions & Alterations	176	170	174
# of New Commercial/Industrial	2	2	2
# of Commercial/Industrial Add & Alt.	190	185	187
# of Misc. (fences, sheds, utilities, decks, etc.)	687	675	680
# of Instant Permits	254	250	252
# of Plan Reviews Performed(Initial)	850	845	847
# of Plan Reviews Performed (Second)	157	150	155
# of Inspections Required by Permit	4,754	4,800	4,900
# of Building Inspections Performed	3,345	3,410	3,520
Efficiencies			
Average Number of Days to Process a Permit	13	12	12
Effectiveness			
# of Instant Permits as a % of all Permits	32%	30%	30%
# of Instant Permits as a % of all Misc. Permits	49%	50%	50%
% of Plans Reviewed in 10 –Business Days or Less (Initial)	97%	98%	98%
% of Plans Reviewed in 10-Business Days or Less (Second)	99%	99%	99%

PERFORMANCE MEASURES (CONT.)

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Code Enforcement			
Outputs			
# of Citations Issued – Circuit Court	50	70	70
# of Citations Issued – Administrative Adj.	139	140	140
Total -	189	210	210
# of Code Enforcement Cases Initiated	834	800	800
# of Code Enforcement Cases Resolved	511	700	700
# of Business Licenses Reviewed	138	88	100
# of Business Licenses Denied	3	2	2
# of Business Licenses Inspections Conducted	92	100	110
# of Annual Residential Rental Inspections Conducted	541	550	500
# of Annual Commercial/Industrial Inspections Conducted	337	340	350
# of Annual Commercial/Industrial Inspections Approved	292	300	310
# of Presale Inspections	18	20	20
# of Transfer Stamps Processed for Code Compliance	634	700	750
Number of Sump Pump Inspections	583	522	540
Number of FOIA'S Processed	171	170	170
Efficiencies			
Average Days to Resolve an Enforcement Case	24	20	15
Effectiveness			
% of Code Enforcement Cases Resolved	61%	88%	90%

COMMUNITY DEVELOPMENT

Narrative Cont.

PERFORMANCE MEASURES (CONT.)

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Planning & Zoning			
Outputs			
Total # of Zoning Cases Processed	23	31	33
# of Annexations	0	4	4
# of Re-Zoning	0	2	3
# of Subdivisions	0	2	3
# of Variations	5	5	5
# of Misc. Cases	10	10	10
# of Sign Variations Approved	8	8	8
Efficiencies			
Average Days to Complete	61	60	60
Engineering			
Outputs			
# of Floodplain Inquiries	87	60	50
# of GIS Service Requests Processed	130	85	125
# of Sf. of Sidewalks Inspected New	3,300	2,200	3,200
# of Sf. of Sidewalks Replaced	26,710	33,600	32,460
# of Lft. of Curb and Gutters Inspected New	2,240	2,500	2,900
# of Lft. of Curb and Gutters Replaced	16,017	30,300	37,068
# of Square Yards of Pavement Inspected New	1,900	1,700	2,500
# of Square Yards of Pavement Replaced	57,666	76,830	115,771
# of Structures Inspected New	92	33	50
# of Structures Replaced	15	30	32
# of Lft Storm Sewers Inspected New	465	1,071	1,100
# of Lft Storm Sewers Replaced	143	193	350
# of Lft Watermains Inspected New	1,150	1,000	1,500
# of Lft Watermains Replaced	0	3,916	0
# of Driveway Aprons Inspected New	7	4	15
# of Aprons & Driveways Replaced	180	277	235

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
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
Building Division Supervisor	1.00	1.00	1.00	1.00	1.00
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
Planner II	1.00	1.00	1.00	1.00	1.00
Plan Examiner Supervisor	1.00	1.00	1.00	1.00	1.00
Plan Examiner	2.00	2.00	2.00	2.00	2.00
Community Development Inspector I	5.00	5.00	5.00	5.00	5.00
Community Development Inspector II	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Clerk Typist	3.00	3.00	3.00	3.00	3.00
Total Budgeted:	19.60	19.60	19.60	19.60	19.60
Authorized & Unbudgeted:					
Asst. Director of Community Dev.	0.70				
Community Development Inspector I	1.00				
Part-Time Engineer Intern	1.00				
Single Family Resident Inspector	1.00				
Subtotal:	*3.70*				
Total Authorized:	23.30				

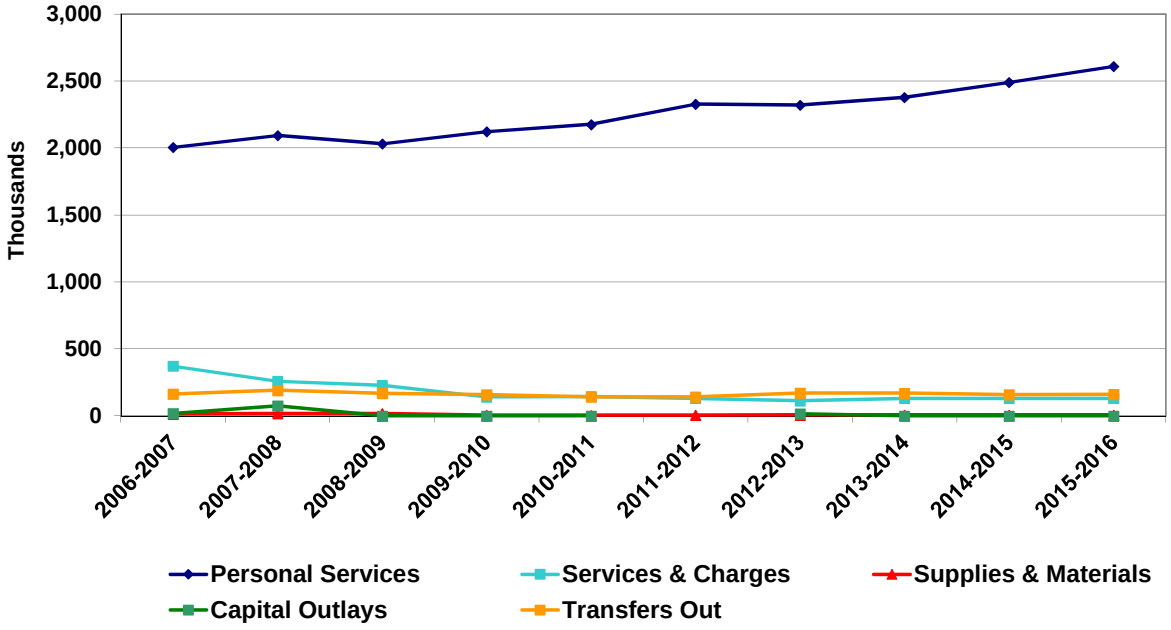
Note: Page 27 summarizes Employee Allocation Between Departments

These positions will remain unbudgeted until funding is available.

COMMUNITY DEVELOPMENT

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	2,320,800	**2,377,700**	2,490,000	2,608,500
Services & Charges	112,600	**129,900**	130,000	130,100
Supplies & Materials	7,000	**7,100**	7,100	7,100
Capital Outlays	16,300	**0**	0	0
Transfers Out	170,900	**169,900**	159,100	160,800
Total	2,627,600	**2,684,600**	2,786,200	2,906,500



Budget

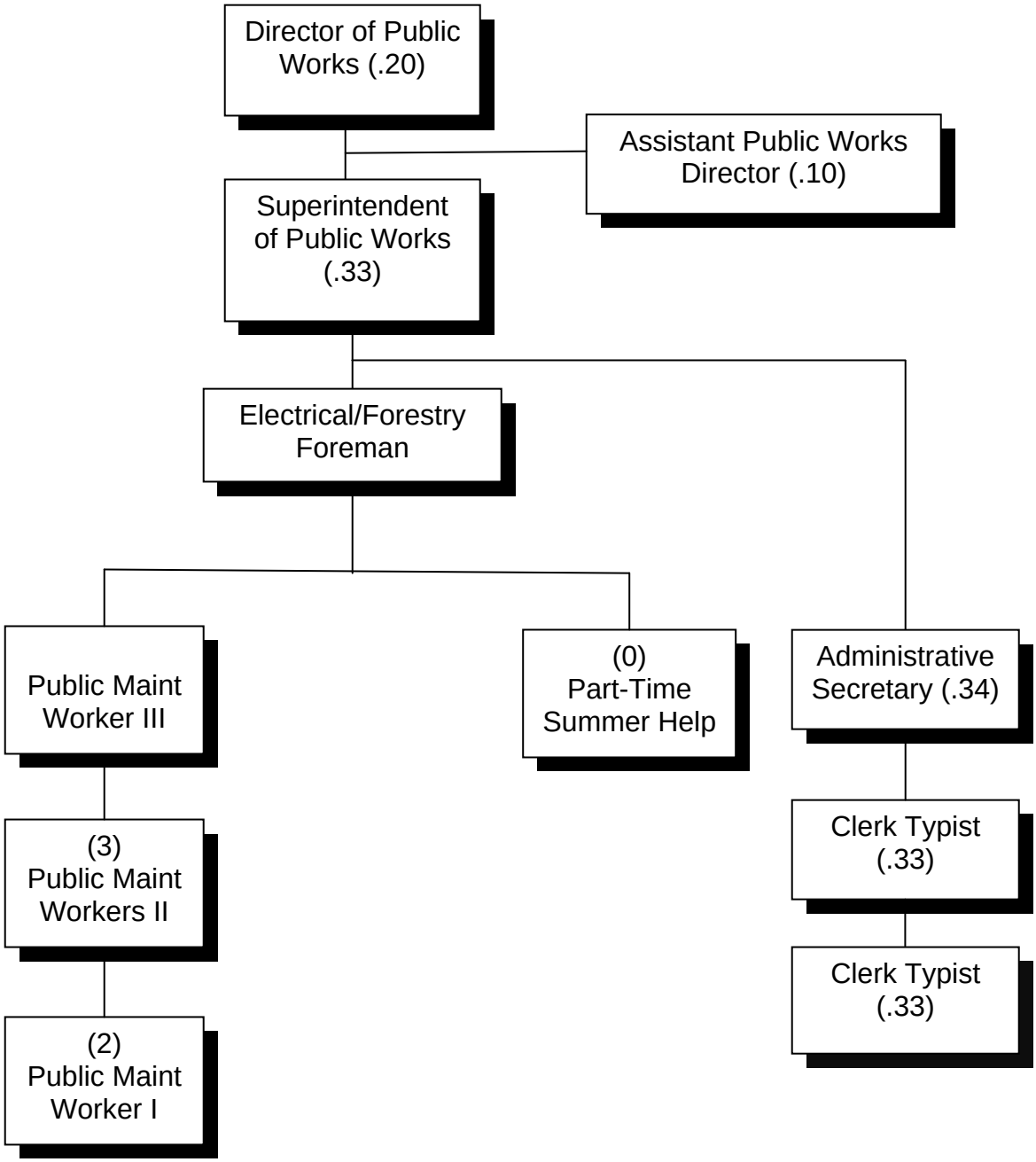
ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
2010		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	637,183	614,724	576,700	620,000	**593,200**	613,100	633,700
4002		WAGES CLERICAL	176,504	187,870	207,800	202,000	**215,600**	225,100	235,100
4003		WAGES OPERATIONAL	709,023	743,118	755,200	780,200	**804,700**	835,700	868,100
4004		OVERTIME	16,597	10,639	20,700	16,700	**20,700**	21,400	21,400
4006		OTHER PAY	6,220	81,522	7,000	12,100	**11,200**	11,600	11,900
4009		IMRF	212,845	226,064	194,300	210,000	**229,000**	237,500	246,300
4010		SOCIAL SECURITY	119,445	126,219	121,900	125,200	**129,000**	133,800	138,700
4012		HOSPITALIZATION	265,907	298,575	309,500	313,500	**330,000**	366,300	406,600
4020		SICK PAY	28,388	34,287	34,000	37,000	**40,000**	41,200	42,400
4022		LIFE INSURANCE	3,972	3,932	5,000	4,100	**4,300**	4,300	4,300
		SUBTOTAL	2,176,084	2,326,950	2,232,100	2,320,800	**2,377,700**	2,490,000	2,608,500
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	2,417	2,959	3,300	3,300	**3,400**	3,500	3,600
4102	(1)	PROF SVCS.-ENGNR./ARCH.	34,962	16,178	35,000	15,000	**25,000**	25,000	25,000
4103		PROF SVCS.-LEGAL	4,760	2,258	6,000	5,000	**4,500**	4,500	4,500
4105		PROF SVCS.-DATA PROCESS.	275	275	300	300	**300**	300	300
4107		PROF SVCS.-MEDICAL	1,934	87	0	0	**200**	200	200
4110	(2)	TECH. & CONSULT. SVCS.	57,799	50,254	52,000	40,000	**50,000**	50,000	50,000
4115		COMMUNICATIONS-TELEPHONE	8,908	9,419	9,500	9,500	**9,500**	9,500	9,500
4117		COMMUNICATIONS-POSTAGE	4,761	3,485	5,000	4,000	**4,000**	4,000	4,000
4118		COPY/REPRODUCTION	2,576	2,083	3,000	3,000	**3,000**	3,000	3,000
4160	(3)	PRINTING	7,434	5,408	12,600	8,000	**10,600**	10,600	10,600
4161		PUBLICATION OF NOTICES	3,560	1,815	6,000	3,000	**3,000**	3,000	3,000
4163	(4)	CONFERENCES	1,844	2,697	2,500	2,500	**2,500**	2,500	2,500
4164	(5)	TRAINING	1,625	2,680	2,500	2,500	**2,500**	2,500	2,500
4180	(6)	REPAIRS & MAINTENANCE	872	1,072	2,400	2,000	**1,400**	1,400	1,400
4190		RENTAL EQUIPMENT	0	0	500	500	**500**	500	500
4192	(7)	DUES & SUBSCRIPTIONS	4,252	4,939	4,000	4,000	**4,000**	4,000	4,000
4199	(8)	OTHER SERVICES & CHARGES	7,007	25,188	14,000	10,000	**5,500**	5,500	5,500
		SUBTOTAL	144,986	130,797	158,600	112,600	**129,900**	130,000	130,100
			SUPPLIES & MATERIALS						
4201	(9)	OFFICE SUPPLIES	3,271	3,276	4,000	4,000	**4,000**	4,000	4,000
4203	(10)	CLOTHING SUPPLIES	758	1,029	1,100	1,000	**1,100**	1,100	1,100
4290		EMERGENCY OPERATIONS	79	0	0	0	**0**	0	0
4299	(11)	OTHER OPERATING SUPPLIES	1,069	1,663	3,000	2,000	**2,000**	2,000	2,000
		SUBTOTAL	5,177	5,968	8,100	7,000	**7,100**	7,100	7,100
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	0	8,000	16,300	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	27,478	30,649	35,200	40,400	**39,900**	40,000	40,700
4962		TRANSFER TO IS	94,919	92,454	103,400	107,000	**111,500**	100,300	100,000
4964		TRANSFER TO ERF	19,100	18,700	23,500	23,500	**18,500**	18,800	20,100
		SUBTOTAL	141,497	141,803	162,100	170,900	**169,900**	159,100	160,800
		TOTAL FOR DEPARTMENT	2,467,744	2,605,518	2,568,900	2,627,600	**2,684,600**	2,786,200	2,906,500

COMMUNITY DEVELOPMENT

Notes

4102	**(1)**	**PROF SERV.ENGNR./ARCH.**			**25,000**
	5,000	ENGINEERING/TRAFFIC RELATED SERVICES	15,000	CHRISTOPHER BURKE/PLAN REVIEW	
	5,000	SOIL CONSULTANT			
4110	**(2)**	**TECH & CONSULT SERVICES**			**50,000**
	1,000	ZONING/PLANNING PUB HEARINGS REPTR	2,000	TRAFFIC STUDY	
	2,000	ELEVATOR INSPECTION	32,000	PLUMBING CONSULTANT	
	1,000	SPECIAL INSPECTIONS	10,000	FIRE PLAN REVIEW	
	2,000	CRS OUTREACH INSERT			
4160	**(3)**	**PRINTING**			**10,600**
	6,000	PERMIT FORMS (BUILDING PERMITS), OCCUPANCY PERMITS/WARNING TICKETS/ CONST/ENVELOPES/STORMWATER MGMT	2,000	SUPPLIES FROM METRO & TREE TOWN, ETC COLLATING & BINDING FEMA CRS PUBLICATION	
	1,000	PERMITS, OTHER PRINTING & BUS CARDS	1,000	ZONING CODE, BUILDING CODE & SUBDIVISION PRINTING MAPS/BASE MAPS/PLAT BOOKS	
	600	ADMIN ADJ - CITATION FORMS			
4163	**(4)**	**CONFERENCES**			**2,500**
	500	CONF FOR ENGINEERING, PLNG & DEV	1,000	APWA/SBOC PLANNING MTGS ONCE A MONTH	
	500	ADDISON CHAMBER OF COMM AND IND	500	INSPECTION SEMINARS-STMWTR FEMA	
4164	**(5)**	**TRAINING**			**2,500**
	500	STORMWATER MGMT/TRANSPORTATION GIS	1,000	SBOC/PLUMBING/ELECTRICAL TRAINING	
	500	MGMT WETLANDS/OTHER CODE RELATED.	500	PROFESSIONAL ENGINEERS LICENSING	
4180	**(6)**	**REPAIRS AND MAINTENANCE**			**1,400**
	700	GENERAL REPAIRS	700	SURVEYING INSTRUMENTS & TRAFFIC COUNTERS	
4192	**(7)**	**DUES/SUBSCRIPTIONS**			**4,000**
	400	(2) PLANNING REFERENCE MANUALS	800	ASCE/(1) APA MEMBERSHIPS MEMBERSHIP	
	500	ENGINEER/BUILDING REFERENCE BOOKS	200	ICC MEMBERSHIP	
	500	ANSI/ASME/PLBG CODE & ACCESS MANUALS	100	AICP MEMBERSHIP/ECO MEMBERSHIP	
	1,500	SBOC/ICMA MEMBERSHIP			
4199	**(8)**	**OTHER SERVICES & CHARGES**			**5,500**
	1,000	TITLE SEARCH	3,000	UNOCCUPIED PROPERTY MAINTENANCE	
	1,000	COUNTY RECORDING FEES	500	CAR WASHES	
4201	**(9)**	**OFFICE SUPPLIES**			**4,000**
	3,000	GEN OFFICE SUPLS/MISC DRAFTING EQUIP	1,000	FAX & COPY MACHINE TONER CARTRIDGE	
4203	**(10)**	**CLOTHING SUPPLIES**			**1,100**
	1,100	BOOTS 11 @ $100			
4299	**(11)**	**OTHER OPERATING SUPPLIES**			**2,000**
	500	ENGINEERING/BUILDING TOOLS	500	STAKES/NAILS/PAINTS/RAIN GEAR/GLOVES	
	1,000	TRAFFIC COUNTER UPGRADE ITEMS			

Organization Structure



ELECTRICAL & FORESTRY

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

The Electrical & Forestry Division of the Public Works Department operates under the direction of both the Director and Superintendent of Public Works. The division is overseen by the Electrical and Forestry Foreman and is comprised of one (1) Public Maintenance Worker III, three (3) Public Maintenance Worker II's, and two (2) Public Maintenance Worker I's. This Electrical & Forestry budget also provides 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 planning, 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.

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

Miscellaneous

The Electrical & Forestry budget provides for the 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.

FY 2013-14 Key Objectives

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

1. Continue work to maintain the Village's street light system and parkway trees as follows:
    a. Provide maintenance of the parkway trees throughout the Village, through trimming, treatment of diseased trees, removal and planting of new trees.
    b. Provide maintenance and repair of the street lighting system, as required.
    c. Provide Christmas tree recycling.
    d. Provide special maintenance, such as planting of flowers, on Lake Street medians, Veteran's Circle, entrance signs, Village Hall grounds, certain detention areas and the Urban Plazas.
    e. Provide In-house mosquito control treatments to catch basins and water retaining inlets throughout the Village of Addison.
    f. Provide electrical maintenance to Village buildings and well houses.

2. Continue to work with private contractors to perform maintenance as follows:
    a. Mosquito abatement.
    b. Aquatic weed control in detention ponds.
    c. Mowing of Village properties, including detention basins, grounds at public buildings and vacant property.
    d. Cyclical parkway tree trimming.
    e. Monthly residential branch pick-up
    f. Traffic signal maintenance.
    g. Gypsy moth mitigations.
    h. Brick paver cleaning, sealing and resetting.
    i. Removal of Ash trees infected with Emerald Ash Borer (EAB).

3. Continue to perform other maintenance activities in the furtherance of Village goals, as follows:
    a. Putting up and taking down banners along Addison Road and the Village Hall parking lot on a regular schedule.
    b. Putting up and taking down Christmas decorations and lighting along Addison Road, Lake Street, Veterans Circle and the Village Hall grounds.
    c. Repair and maintenance of the Civil Defense sirens.

4. Continue wood-chip give away programs.

ELECTRICAL & FORESTRY

Narrative Cont.

Performance Measures

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$1,751,534	$2,026,300	$2,097,100
Number of Employees	7	7	7
Outputs			
Trees Pruned In-House	447	1,200	400
Trees Pruned Contracted	1,870	1,870	1,822
Trees Removed	417	300	1,000
Trees Removed Contracted		360	
Trees Planted	233	300	300
Wood Chips Generated From Branch Pick-up (Cubic Yards)	2,496	4,098 (7-1-12 storm)	2,500
Wood Chips Delivered To Residents Upon Request (Cubic Yards)	1,539	946	1,000
Street Light Work Orders	481	269	350
Bulbs Replaced	828	416	600
Service Requests (Total)	1,622	1,573	1,600
Service Requests Generated In-house	703	658	700
Effectiveness			
In-house service request / Total service requests = % Department Proactivity	43%	42%	44%
Efficiency			
Landscape Maintenance – Cost Per Acre	$69.25	$71.35	$78.50
Cyclical Tree Pruning Contract – Cost per Tree	$26.31	$26.31	$27.00

Personnel Summary

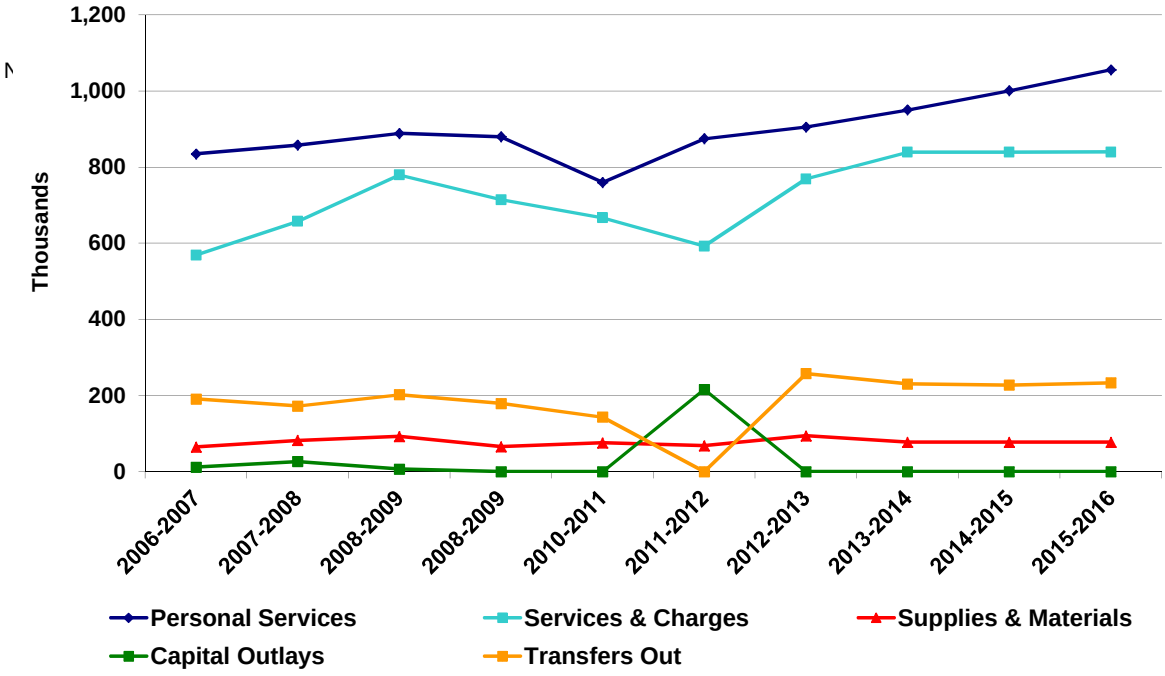
Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent of Public Works	0.33	0.33	0.33	0.33	0.33
Assistant Director of Public Works	0.10	0.10	0.10	0.10	0.10
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.34	0.34	0.34	0.34	0.34
Clerk Typist	0.33	0.33	0.33	0.33	0.33
Public Maint Worker I	2.00	2.00	2.00	2.00	2.00
Public Maint Worker II	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:	8.30	8.30	8.30	8.30	8.30
Authorized & Unbudgeted:					
Electrician	1.00				
Seasonal/Part-Time	5.00				
Subtotal:	*6.00*				
Total Authorized:	14.30				

Note: Page 27 summarizes Employee Allocation Between Departments

ELECTRICAL & FORESTRY

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	905,700	**950,500**	1,000,900	1,056,000
Services & Charges	769,200	**839,600**	839,600	839,700
Supplies & Materials	93,900	**77,000**	77,000	77,000
Capital Outlays	0	**0**	0	0
Transfers Out	257,500	**230,000**	227,200	233,000
Total	2,026,300	**2,097,100**	2,144,700	2,205,700



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

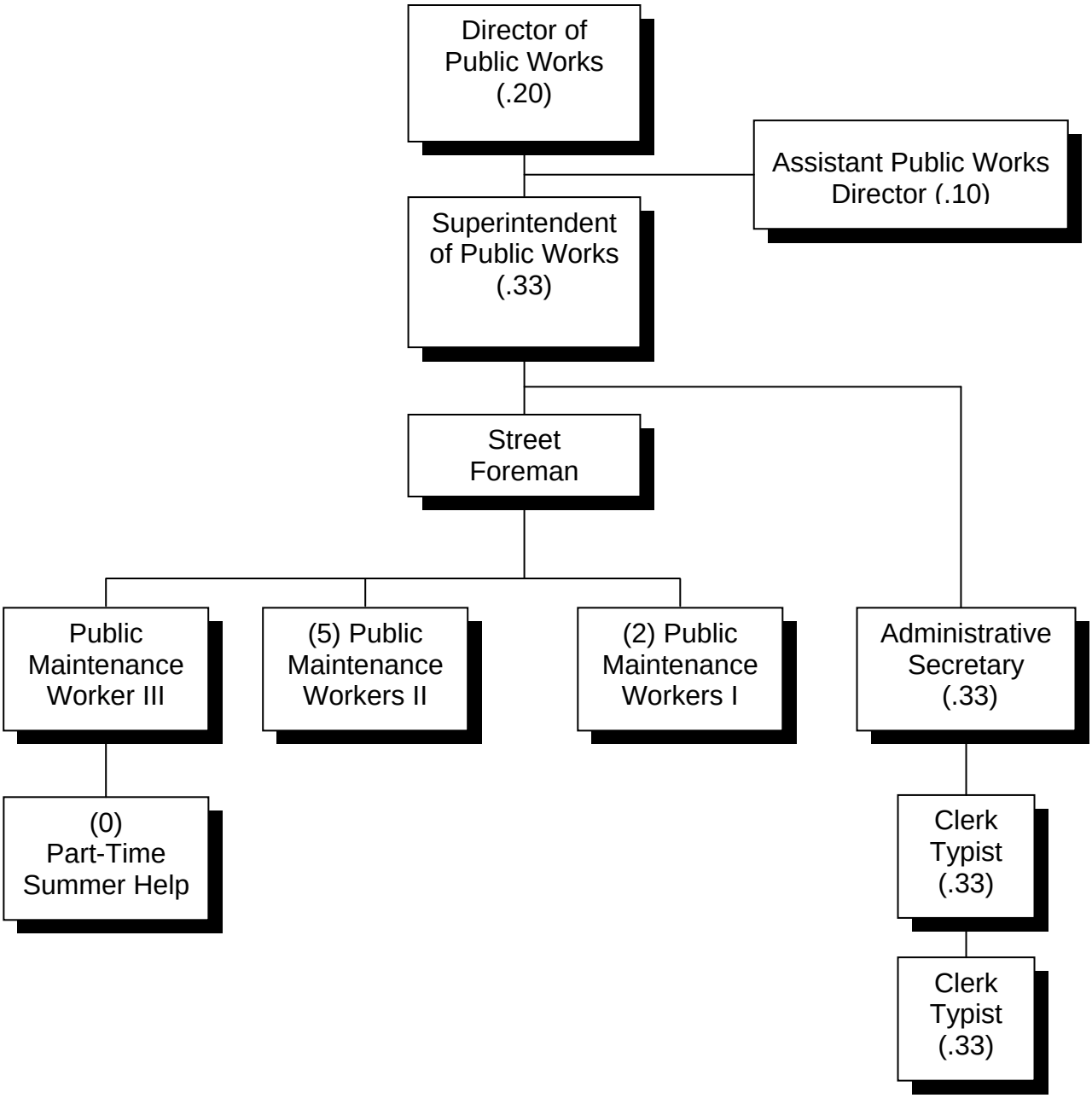
ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
2510		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	151,953	175,596	165,900	171,300	**174,600**	181,000	187,700
4002		WAGES CLERICAL	32,385	34,397	37,200	49,100	**38,900**	40,000	41,200
4003		WAGES OPERATIONAL	338,321	369,657	390,800	372,300	**417,400**	437,900	459,500
4004		OVERTIME	2,919	2,115	13,000	36,600	**16,000**	16,000	18,000
4006		OTHER PAY	4,993	31,727	6,000	4,600	**6,000**	6,000	6,000
4009		IMRF	74,454	85,411	75,500	78,300	**89,700**	93,500	97,000
4010		SOCIAL SECURITY	41,631	46,171	47,400	47,200	**50,700**	52,800	54,700
4012		HOSPITALIZATION	106,627	124,203	126,600	136,500	**147,200**	163,400	181,400
4020		SICK PAY	4,909	3,909	6,000	7,800	**8,000**	8,300	8,500
4022		LIFE INSURANCE	1,776	1,664	2,200	2,000	**2,000**	2,000	2,000
		SUBTOTAL	759,968	874,850	870,600	905,700	**950,500**	1,000,900	1,056,000
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,167	1,429	1,600	1,600	**1,700**	1,700	1,800
4107		PROF SVCS.-MEDICAL	1,516	1,073	1,800	800	**1,200**	1,200	1,200
4110	(1)	TECH. & CONSULT. SVCS.	141,270	105,000	205,000	205,000	**205,000**	205,000	205,000
4115		COMMUNICATIONS-TELEPHONE	5,053	5,441	4,500	5,500	**5,500**	5,500	5,500
4117		COMMUNICATIONS-POSTAGE	391	825	1,200	1,000	**200**	200	200
4118		COPY/REPRODUCTION	461	417	500	500	**500**	500	500
4122		MOSQUITO CONTROL	69,041	69,248	82,500	82,500	**84,200**	84,200	84,200
4123		REAL ESTATE TAXES	0	0	0	0	**0**	0	0
4160		PRINTING	160	63	500	500	**600**	600	600
4161		PUBLICATION OF NOTICES	134	521	600	600	**600**	600	600
4163	(2)	CONFERENCES	1,431	1,250	1,800	1,800	**1,800**	1,800	1,800
4164	(3)	TRAINING	363	3,937	4,000	4,000	**4,000**	4,000	4,000
4170		PUBLIC UTIL.-GAS/HEAT	11,520	15,501	20,000	20,000	**15,000**	15,000	15,000
4173		PUBLIC UTIL. - ELEC/LIGHTING	173,115	118,485	160,000	110,000	**120,000**	120,000	120,000
4176		PUBLIC UTIL.-SOLID WASTE	2,563	3,987	4,000	4,000	**3,000**	3,000	3,000
4180	(4)	REPAIRS & MAINTENANCE	257,390	263,721	396,600	328,000	**392,700**	392,700	392,700
4190	(5)	RENTAL EQUIPMENT	0	0	1,200	1,000	**1,200**	1,200	1,200
4192		DUES & SUBSCRIPTIONS	1,290	1,450	1,700	1,700	**1,700**	1,700	1,700
4199		OTHER SERVICES & CHARGES	288	386	700	700	**700**	700	700
		SUBTOTAL	667,153	592,734	888,200	769,200	**839,600**	839,600	839,700
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	683	418	1,000	1,000	**1,000**	1,000	1,000
4202		CLEANING SUPPLIES	0	0	1,600	0	**0**	0	0
4203	(6)	CLOTHING SUPPLIES	6,346	6,487	7,200	7,000	**6,800**	6,800	6,800
4204		MOTOR FUEL & LUBRICANTS	0	133	0	0	**0**	0	0
4206	(7)	STREET	18,307	15,294	22,000	22,000	**22,000**	22,000	22,000
4207	(8)	PUB. GRNDS. MATL/SUPPLIES	21,381	24,496	24,200	24,200	**24,200**	24,200	24,200
4290		EMERGENCY OPERATIONS	6,906	0	0	15,200	**0**	0	0
4299	(9)	OTHER OPERATING SUPPLIES	21,786	21,240	26,900	24,500	**23,000**	23,000	23,000
		SUBTOTAL	75,409	68,068	82,900	93,900	**77,000**	77,000	77,000
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	76,758	123,504	98,300	160,000	**158,000**	158,200	161,100
4962		TRANSFER TO IS	5,932	5,778	6,500	6,700	**7,000**	6,300	6,300
4964		TRANSFER TO ERF	60,500	86,600	90,800	90,800	**65,000**	62,700	65,600
		SUBTOTAL	143,190	215,882	195,600	257,500	**230,000**	227,200	233,000
		TOTAL FOR DEPARTMENT	1,645,720	1,751,534	2,037,300	2,026,300	**2,097,100**	2,144,700	2,205,700

ELECTRICAL & FORESTRY

Notes

4110	**(1)**	**TECH. & CONSULT. SVCS.**			**205,000**
	105,000	CONTRACTED BRUSH PICK-UP	100,000	EMERALD ASH BORER READINESS PLAN	
4163	**(2)**	**CONFERENCES**			**1,800**
	1,800	ILLINOIS ARBORIST CONFERERNCE			
4164	**(3)**	**TRAINING**			**4,000**
	4,000	BASIC FORESTRY & ARBORIST CERT			
4180	**(4)**	**REPAIRS & MAINTENANCE**			**392,700**
	3,300	EQUIPMENT REPLACE PARTS	3,300	EMERGENCY SIRENS	
	2,100	ANNUAL INSPECTION 2-AERIAL TRUCKS	12,000	CONTRACT CLEANING	
	10,000	MAINTENANCE OF PW BUILDING HVAC	5,000	PUBLIC WORKS PAINTING	
	20,200	TREE REPLACEMENT	16,200	BRICK PAVER CLEAN & SEAL	
	108,400	MOWING & NUISANCE WEED CUTTING	3,500	HELIX BASE INVENTORY	
	62,100	TRAFFIC SIGNAL CONTRACT	49,200	CONTRACT TREE TRIMMING	
	14,900	POND AERATOR MAINTENANCE	25,000	CONTRACT ELECTRICAN	
	3,800	STUMP & TREE REMOVAL	2,900	HVAC CONTRACT	
	2,000	PARKWAY RESTORATION	1,300	OVERHEAD DOOR CONTRACT	
	400	RADIO REPAIRS REPLACEMENT	20,600	STREETLIGHT POLES FOR KNOCKDOWN	
	10,000	STREET LIGHT POLE PAINTING	16,500	CONCRETE POLE REPLACE	
4190	**(5)**	**RENTAL EQUIPMENT**			**1,200**
	1,200	RENTAL OF TRENCHER			
4203	**(6)**	**CLOTHING SUPPLIES**			**6,800**
	800	WINTER WEAR	2,200	UNIFORMS 8 @ $275	
	450	T-SHIRTS	350	RAIN GEAR AND RUBBER BOOTS	
	1,700	SAFETY& PERSONAL PROTECTIVE EQUIP	300	ARC FLASH PROTECTIVE COVERALLS	
	1,000	BOOTS, 8 PR @ $125			
4206	**(7)**	**STREET**			**22,000**
	22,000	BULBS LUMINARIES, PANEL BOXES, GAS LIGHTS			
4207	**(8)**	**PUB. GRNDS. MATL/SUPPLIES**			**24,200**
	4,300	FLOWERS FOR VILLAGE OWNED PRTY	4,000	REPLACEMENT BUSHES & TREES	
	2,100	GRASS, SOD & SEED	10,900	CHRISTMAS LIGHTS	
	2,900	FERTILIZERS & HERBICIDES			
4299	**(9)**	**OTHER OPERATING SUPPLIES**			**23,000**
	13,800	CATCH BASIN LARVACIDE	2,800	REMOTE DISCONNECT SWITCHES	
	6,400	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, the Superintendent of Public Works and the Street Department Foreman. Additional staff includes one Maintenance Worker III, five Maintenance Workers II, and two Maintenance Workers I. This budget also provides funds 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, stripe roadway lane lines, school crosswalks and stop bars, repair damage due to snow plowing operations, install and maintain 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:

A. The maintenance of the waterways in and out of each holding pond.
B. Graffiti removal from sidewalks, streets and buildings, sight/sound wall along I-290.
C. Maintain sound wall along I-290 from RT 83 to I-355. (Funding in Capital Projects Fund).
D. Community events: help in planning traffic control, crowd control and safety barriers for various community events as directed.

FY 2013-14 Key Objectives

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

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

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

Narrative Cont.

FY 2013-14 Key Objectives Cont.

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

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

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

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

Performance Measures

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$2,264,376	$2,220,400	$2,334,500
Number of Employees	9	9	9
Outputs			
Hours expended for graffiti removal	195	200	200
Total lineal feet of curb and stripe painting	69,088	70,000	70,000
Total squares of sidewalk replaced	892	1,300	1,500
Total curb miles of street swept	3,011	2,500	3,500
Total tons of asphalt used	2,538	3,000	3,000
Total hours of snow plowing	1,782	2,000	2,000
Total tons of salt used	1,012	1,500	1,500
Effectiveness			
% Graffiti complaints completed on schedule	100%	100%	100%
% Sidewalk repairs made within 30 days	100%	100%	100%
% Asphalt repairs (potholes) w/in 24 hrs	90%	90%	90%
% Street sweeping completed on schedule	85%	95%	95%
Efficiency			
Average cost to remove Graffiti, per job	$139.97	$130.00	$140.00
Average cost to repair asphalt failures, per repair	$308.09	$323.00	$323.00

STREET

Personnel Summary

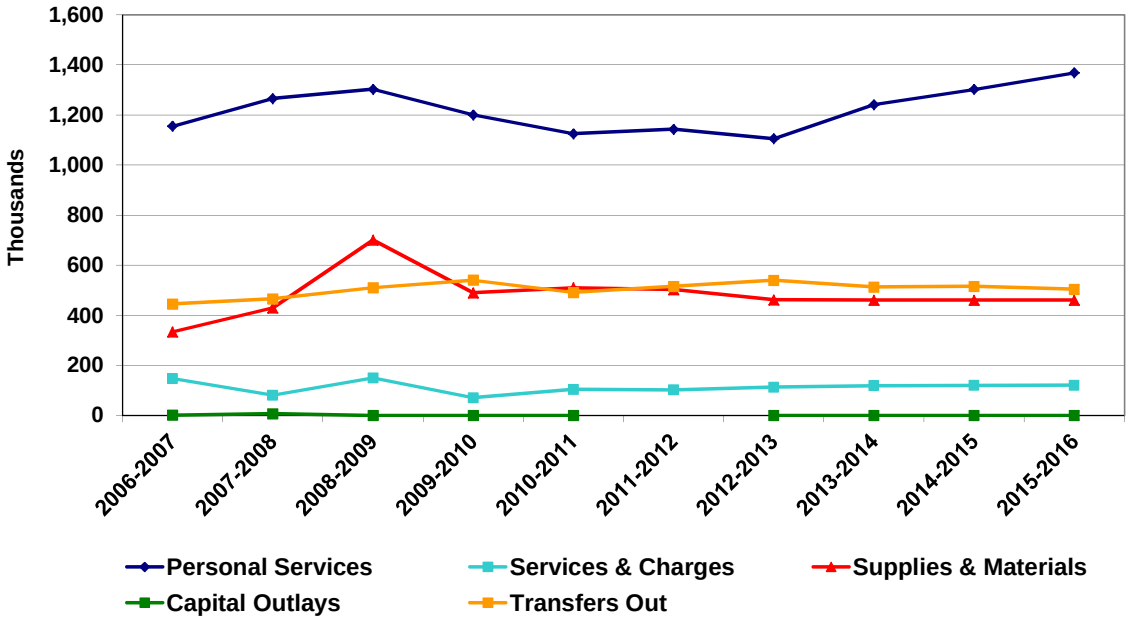
Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent of Public Works	0.33	0.33	0.33	0.33	0.33
Assistant Public Works Director	0.10	0.10	0.10	0.10	0.10
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.33	0.33	0.33	0.33	0.33
Clerk Typist	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	5.00	5.00	5.00	5.00	5.00
Public Maint Worker I	2.00	2.00	2.00	2.00	2.00
Total Budgeted:	10.30	10.30	10.30	10.30	10.30
Authorized & Unbudgeted:					
Public Maint Worker I	2.00				
Seasonal/Part-Time	2.00				
Subtotal:	*4.00*				
Total Authorized:	14.30				

Note: Page 27 summarizes Employee Allocation Between Departments

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

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	1,105,700	**1,241,800**	1,302,400	1,368,900
Services & Charges	113,000	**118,800**	119,900	121,000
Supplies & Materials	461,800	**460,400**	460,400	460,400
Capital Outlays	0	**0**	0	0
Transfers Out	539,900	**513,500**	515,400	503,900
Total	2,220,400	**2,334,500**	2,398,100	2,454,200



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

STREET

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
2520		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	151,948	175,611	165,900	171,300	**174,600**	181,000	187,700
4002		WAGES CLERICAL	32,471	34,468	37,200	49,100	**38,800**	41,200	42,400
4003		WAGES OPERATIONAL	533,850	519,992	557,100	520,500	**571,400**	592,200	613,900
4004		OVERTIME	72,813	32,149	100,000	24,600	**75,000**	75,000	81,000
4006		OTHER PAY	3,915	38,128	4,700	4,000	**4,000**	4,000	4,000
4009		IMRF	107,614	110,909	107,400	101,800	**111,900**	120,800	126,900
4010		SOCIAL SECURITY	58,227	60,053	67,400	60,900	**68,200**	70,500	73,500
4012		HOSPITALIZATION	147,581	158,278	169,200	150,000	**173,300**	192,400	213,500
4020		SICK PAY	14,636	11,774	16,000	21,500	**22,100**	22,800	23,500
4022		LIFE INSURANCE	2,268	2,132	3,000	2,000	**2,500**	2,500	2,500
		SUBTOTAL	1,125,323	1,143,494	1,227,900	1,105,700	**1,241,800**	1,302,400	1,368,900
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,083	1,327	1,300	1,300	**1,300**	1,400	1,400
4105	(1)	PROF SVCS.-DATA PROCESS.	11,074	10,984	11,000	11,000	**11,000**	11,000	11,000
4107	(2)	PROF SVCS.-MEDICAL	1,165	761	1,800	800	**1,500**	1,500	1,500
4115		COMMUNICATIONS-TELEPHONE	4,242	4,480	5,000	4,600	**4,500**	4,500	4,500
4116		COMMUNICATIONS-PORT DEV	0	0	0	0	**200**	200	200
4117		COMMUNICATIONS-POSTAGE	3,901	4,875	4,500	5,500	**4,500**	4,500	4,500
4118		COPY/REPRODUCTION	551	481	500	500	**500**	500	500
4160		PRINTING	3,892	3,788	4,000	4,000	**4,800**	5,800	6,900
4161		PUBLICATION OF NOTICES	120	482	500	500	**500**	500	500
4163		CONFERENCES	105	0	0	100	**0**	0	0
4164		TRAINING	136	15	0	0	**0**	0	0
4176		PUBLIC UTIL.-SOLID WASTE	13,250	10,995	19,100	11,000	**14,000**	14,000	14,000
4180	(3)	REPAIRS & MAINTENANCE	60,052	60,918	67,000	67,000	**67,000**	67,000	67,000
4190	(4)	RENTAL EQUIPMENT	0	0	4,300	2,000	**4,300**	4,300	4,300
4192		DUES & SUBSCRIPTIONS	377	258	300	300	**300**	300	300
4199	(5)	OTHER SERVICES & CHARGES	3,959	2,980	4,400	4,400	**4,400**	4,400	4,400
		SUBTOTAL	103,907	102,344	123,700	113,000	**118,800**	119,900	121,000
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	484	379	800	800	**800**	800	800
4202		CLEANING SUPPLIES	0	0	500	0	**0**	0	0
4203	(6)	CLOTHING SUPPLIES	4,412	4,879	6,800	5,000	**5,500**	5,500	5,500
4205		CHEMICALS	25,724	7,109	10,000	10,000	**10,000**	10,000	10,000
4206	(7)	STREET	468,867	482,121	422,100	422,000	**422,100**	422,100	422,100
4207		PUB. GRNDS. MATL/SUPPLIES	382	0	2,000	2,000	**2,000**	2,000	2,000
4290		EMERGENCY OPERATIONS	998	0	0	0	**0**	0	0
4299	(8)	OTHER OPERATING SUPPLIES	9,121	8,587	28,000	22,000	**20,000**	20,000	20,000
		SUBTOTAL	509,988	503,075	470,200	461,800	**460,400**	460,400	460,400
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	277,166	276,182	354,900	277,600	**274,100**	274,400	279,600
4962		TRANSFER TO IS	32,628	31,781	35,600	36,800	**38,300**	34,500	34,400
4964		TRANSFER TO ERF	181,700	207,500	225,500	225,500	**201,100**	206,500	189,900
		SUBTOTAL	491,494	515,463	616,000	539,900	**513,500**	515,400	503,900
		TOTAL FOR DEPARTMENT	2,230,712	2,264,376	2,437,800	2,220,400	**2,334,500**	2,398,100	2,454,200

Notes

4105	**(1)**	**PROF SERV DATA PROCESSING**			**11,000**
		11,000	VEHICLE STICKER APPLICATIONS		
4107	**(2)**	**PROF SVCS.-MEDICAL**			**1,500**
		600	PRESCRIPTION SAFETY GLASSES	900	OSHA REQUIRED - DRUG & ALCOHOL TEST.
4180	**(3)**	**REPAIRS & MAINTENANCE**			**67,000**
		3,200	GENERAL REPAIRS	10,800	CONTRACT STREET STRIPING
		1,000	FIRE EXTINGUISHER SERVICE,	50,000	CONTRACT CRACK SEALING
		2,000	SALT CREEK GREENWAY MAINT		
4190	**(4)**	**RENTAL EQUIPMENT**			**4,300**
		4,300	ASPHALT SAW, AIR COMP. , TRENCHER, BARRICADES		
4199	**(5)**	**OTHER SERVICES & CHARGES**			**4,400**
		300	COMMERCIAL DRIVERS LICENSES	1,000	ROADKILL PROGRAM
		200	CAR WASHES	2,400	FLOOR MATS FOR PW BUILDING
		500	BOARD-UPS		
4203	**(6)**	**CLOTHING SUPPLIES**			**5,500**
		400	RAIN GEAR/RUBBER BOOTS	1,800	BOOTS/WINTER OUTERWEAR
		2,200	UNIFORMS (11)		KNIT HATS & LINERS
		500	T-SHIRTS	400	COVERALL REPLACEMENTS @ $100 EA.
				200	GLOVES & SAFETY EQUIPMENT
4206	**(7)**	**STREET**			**422,100**
		170,000	HOT MIX ASPHALT (3,000 T @ $56.67/T)	25,000	COLD MIX ASPHALT (265 T @ $95/T)
		130,000	SALT (2,000 T @ $65.00/T)	40,000	MILLING
		32,000	STREET SIGNS	2,600	CULVERT REPLACEMENT
		800	GUARD RAILS	8,700	PAINT FOR STRIPING
		10,000	PREWET TREATMENT	3,000	BLACKTOP PRIME/TACK
4299	**(8)**	**OTHER OPERATING SUPPLIES**			**20,000**
		10,000	OXYGEN, ACETYLENE, PROPANE, PAINT, QUICK CONES, LUMBER, RAILS, CEMENT, HITCHES, CHAINS, AIR HOSES, FUSE HOLDERS, SWITCHES, HARDWARE ACCT, PAINT BRUSHES, & ROLLERS, FILM FOR CAMERA, SNOW FENCE, SIDEBOARDS, PVC PIPE, TARP FOR TRUCKS, QUICK CRETE, PENETRATING OIL	10,000	SWEEPER BROOMS, SNOW PLOW PARTS, HOSES BEARINGS, PINS, COFFEE, TUFF NUTS, NUTS & BOLTS, BATTERIES, RIVETS, BLADES FOR PLOWS, REPLACE MAIL BOXES, CHLORIDE TANK REPAIR KITS, GABIONS FOR CREEK BANK EROSION, ARROW BOARD REPAIR PARTS, RAM CYLINDERS

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GENERAL LEDGER

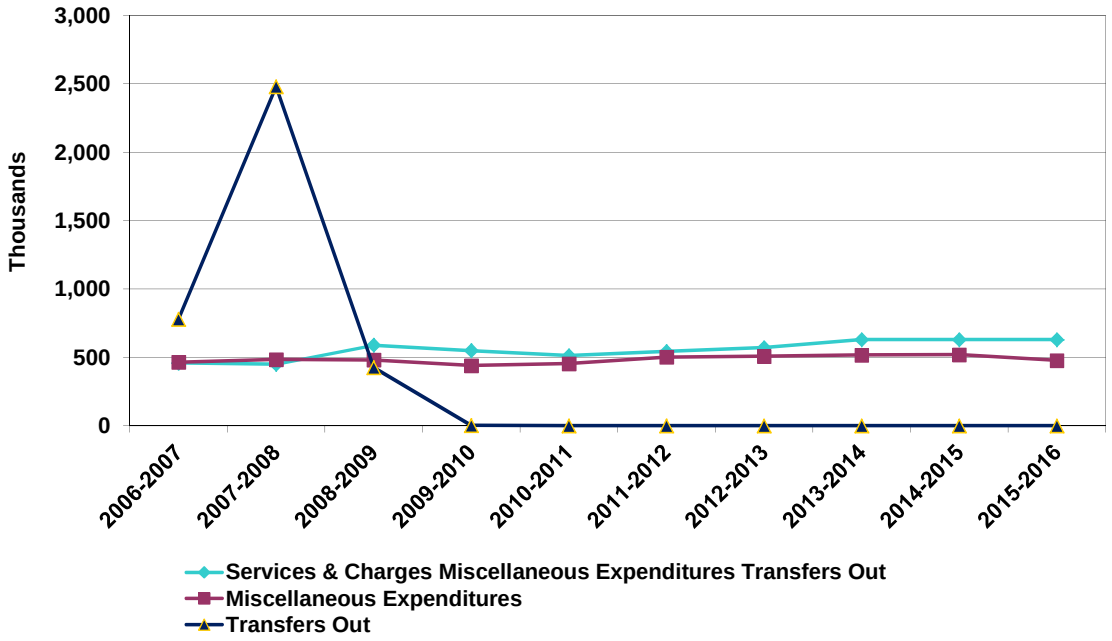
Narrative

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	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Services & Charges	570,800	**629,200**	629,200	629,200
Miscellaneous Expenses	507,600	**517,500**	520,500	477,500
Transfers Out	0	**0**	0	0
Total	1,078,400	**1,146,700**	1,149,700	1,106,700



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

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
2600	**EXPENDITURES**							
		SERVICES & CHARGES						
4150	IRMA INS.-ADMINISTRATION	14,825	20,885	21,800	12,000	**14,100**	14,100	14,100
4151	IRMA INS - HHRC	4,800	5,120	6,300	6,400	**7,200**	7,200	7,200
4152	IRMA INS.-FINANCE	6,100	6,140	7,600	4,300	**4,800**	4,800	4,800
4153	IRMA INS.-COMMUNITY RELS.	6,800	7,360	9,100	5,100	**5,700**	5,700	5,700
4154	IRMA INS.-BUILDING & GRNDS	8,200	7,347	9,200	4,200	**6,200**	6,200	6,200
4155	IRMA INS.-POLICE	309,508	306,110	369,000	370,000	**411,100**	411,100	411,100
4156	IRMA INS.-COMMUNITY DEVLOP.	27,848	28,850	35,600	19,500	**21,900**	21,900	21,900
4157	IRMA INS.-ELEC. & FORESTRY	68,018	66,349	69,300	59,000	**56,600**	56,600	56,600
4158	IRMA INS.-STREET	66,350	68,849	74,500	57,000	**64,300**	64,300	64,300
4149	IRMA INS - DISPATCH	0	26,690	32,900	33,300	**37,300**	37,300	37,300
	SUBTOTAL	512,449	543,700	635,300	570,800	**629,200**	629,200	629,200
		MISCELLANEOUS EXPENDITURES						
4830	SALES TAX ABATE - CENTEN.	134,809	135,740	145,000	125,000	**130,000**	135,000	140,000
4831	SALES TAX ABATE - MARCUS	0	0	0	0	**0**	0	0
4834	ROOM TAX ABATE. - HAMPTON INN	37,120	39,448	40,000	43,000	**50,000**	48,000	0
4835	SALES TAX ABATE. - CAPUTO'S	43,477	33,929	40,000	35,000	**35,000**	35,000	35,000
4836	SALES TAX ABATE - WALMART	212,863	276,913	290,000	292,100	**290,000**	290,000	290,000
4837	TELECOM TAX ABATEMENT	809	1,821	2,500	2,500	**2,500**	2,500	2,500
4838	SALES TAX ABATE - VENUTI'S(done 6/11)	25,157	14,312	0	0	**0**	0	0
4840	SALES TAX ABATE - FOX LAKE COMMONS	0	0	10,000	10,000	**10,000**	10,000	10,000
	SUBTOTAL	454,235	502,163	527,500	507,600	**517,500**	520,500	477,500
	TOTAL EXPENDITURES	966,684	1,045,863	1,162,800	1,078,400	**1,146,700**	1,149,700	1,106,700

4150 - 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 - 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. (Actual estimated total incentive = $1.7 mil.)
- Quarterly payments.
- Start date = 3rd quarter of 1999 / estimated end date = December 2014.

4831 Marcus

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

4834 Hampton Inn

- 50% of hotel tax.
- Through April 2016 or $460,000, whichever comes first.
- Monthly incentive adjustments on tax owed.
- Estimated start date = November 2003 / estimated end date = April 2016.

Notes Cont.

4835 Caputo's

Initial incentive:

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

Supplemental Incentive:

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

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

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

4836 Wal-Mart

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

4837 Telecommunications Tax Abatement

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

4838 Venuti's

- 50% of non-home rule sales tax revenue generated
- 5 year term; not exceeding $125,000 in total
- Annual Payments based on Venuti's Fiscal year (July 1 – June 30)
- Start date = Year ended 6/30/07 End Date = Year ended 6/30/11

4840 Fox Lake Commons

- 100% of non-home rule sales tax generate by Panera Bread –Limit $10,000 per year
- 15 year term beginning with calendar year 2012
- Start Date = Calendar year 2012 (payable in 2013) End Date = After Calendar year 2027 payment 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	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
5000	**REVENUES**							
		LICENSES AND PERMITS						
3121	STORM WATER EXEMPTION	3,023	6,311	3,000	28,200	**3,000**	3,000	3,000
3122	RECAPTURE FEES	(7,975)	0	0	0	**0**	0	0
3126	BMP IN LIEU OF PROGRAM	2,103	0	1,000	14,300	**1,000**	1,000	1,000
3140	ANNEXATION/TAP ON FEES	7,055	37,066	15,000	20,800	**15,000**	15,000	15,000
	SUBTOTAL	4,206	43,377	19,000	63,300	**19,000**	19,000	19,000
		FINES AND FORFEITURES						
3208	ADMINISTRATIVE ADJUDICATION	1,500	1,300	1,200	1,200	**1,200**	1,200	1,200
		CHARGES FOR SERVICES						
3301	USER REVENUE - WATER	5,133,015	5,714,150	6,396,500	6,401,300	**7,304,700**	8,511,300	9,615,300
3303	USER REVENUE - SEWER	5,596,378	5,767,848	5,966,100	5,884,500	**6,185,500**	6,559,800	6,960,800
3305	PENALTY - WATER	56,485	56,336	64,000	76,600	**73,100**	85,100	96,100
3306	PENALTY - SEWER	60,593	57,560	59,700	72,300	**61,800**	65,600	69,700
3310	WATER FROM CONSTRUCTION	30	150	100	100	**100**	100	100
3312	WATER METER REVENUE	7,273	9,783	5,000	9,200	**5,000**	5,000	5,000
3315	TURN ON FEES	9,750	9,650	9,800	8,100	**8,000**	8,000	8,000
3325	LAB FEES	1,954	3,882	2,000	4,100	**4,000**	4,000	4,000
3327	SEWER POLLUTION SRCHRG	30,858	34,574	30,000	28,900	**20,000**	20,000	20,000
3399	OTHER CHARGES	19,930	9,812	6,000	12,300	**6,000**	6,000	6,000
	SUBTOTAL	10,916,266	11,663,745	12,539,200	12,497,400	**13,668,200**	15,264,900	16,785,000
		INTERGOVERNMENTAL REVENUES						
3420	GRANTS - State of IL	0	0	250,000	250,000	**0**	0	0
		INTEREST INCOME						
3510	INVESTMENT INTEREST	6,041	5,199	4,500	4,500	**4,500**	4,500	4,500
		MISCELLANEOUS						
3808	REIMB- COM ED	50,862	10,152	0	0	**0**	0	0
3720	IEPA LOAN PROCEEDS	0	0	0	0	**7,034,000**	0	0
3813	FEMA REIMB-FLOOD	22,028	0	0	0	**0**	0	0
3867	IRMA REIMBURSEMENT	21,744	21,300	15,000	47,300	**15,000**	15,000	15,000
3899	OTHER MISCELLANEOUS	(1,186)	2,120	0	1,900	**0**	0	0
	SUBTOTAL	93,448	33,572	15,000	49,200	**7,049,000**	15,000	15,000
		TRANSFERS IN						
3942	TRANSFER FRM REDEVELOPMENT	0	0	839,000	832,900	**0**	0	0
3944	TRANSFER FRM PUBLIC BLDNG	0	150,000	201,000	201,000	**0**	0	0
3992	TRANSFER FRM DEBT SERVICE	217,730	217,270	0	0	**600,000**	0	0
	SUBTOTAL	217,730	367,270	1,040,000	1,033,900	**600,000**	0	0
	TOTAL REVENUES	11,239,191	12,114,463	13,868,900	13,899,500	**21,341,900**	15,304,600	16,824,700

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 2010	(Actual)	4,780,382	5,231,577	10,011,959	0.74%
FY 2011	"	5,133,015	5,596,378	10,729,393	7.17%
FY 2012	"	5,714,150	5,767,848	11,481,998	7.01%
FY 2013	(Est. Act)	6,401,300	5,884,500	12,285,800	7.00%
FY 2014	(Budget)	7,304,700	6,185,500	13,490,200	9.80%

Water and sewer user fees represent approximately 65% of the Water and Sewer Fund's income excluding transfers in for the FY 2014 Budget. The percentage is usually between 95% and 98%. The FY2014 budget includes the proceeds of the IEPA loan, which totals just over $7,000,000. 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 5 year rate plan, any unforeseen changes in rates from the Du Page Water Commission (DPWC) have to be passed on. These changes have not only included rate increases, but FY 2006-2008 rate decreases. The City of Chicago announced in 2011 they would be increasing their rate to the DPWC by 90% over four years.

WATER AND SEWER FUND REVENUES

Notes Cont.

3301 User Revenue- Water
3303 User Revenue- Sewer (Cont.)

The first rate increase, 25%, became effective January 1, 2012 with the second increase effective January 1, 2013. The DPWC has, accordingly, increased their rates to their members. The current budget includes both the rate increase in the cost of water from Chicago and the DPWC and the increase in water rates to our customers.

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 that was adopted in 2013 includes the a nominal 4% 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:
1994 – 1998 - we were able to maintain an unchanged rate. During that time frame, we received annual rebates from the DuPage Water Commission (DPWC) which helped maintain the rate.
FY 1999 a 5 year rate plan was approved and implemented.
FY 2004 the Board approved a 5 year rate plan that goes thru FY2009.
FY 2006, 2007 and 2008 the Board passed a $.20 per thousand gallon rate reduction each year for a total reduction of $.60. (Pass thru from DPWC)
FY 2009 the Board approved a 5 year rate plan that goes thru FY2013.
FY 2012 the Board passed a $.20 per thousand gallon rate increase. (Pass thru from DPWC)
FY 2012 the Board passed an additional $.43 per thousand gallon rate increase due to the increase from the City of Chicago. (Pass thru from DPWC).
FY 2012 the Board passed an additional $.59 per thousand gallon rate increase due to the increase from the City of Chicago. (Pass thru from DPWC). The Board passed a 4 year rate plan which includes future City of Chicago increases and increases for Village Water/Sewer Operations.

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

FISCAL YEAR	Effective Date	DPWC / Chicago Incr Jan 1	Village operations Incr 5/1	Water Rate	Village operations Incr 5/1	Sewer Rate Incr 5/1
FY 13	5/1/2012			5.70		5.43
	2/1/2013	0.59	-	6.29		5.43
FY 14	5/1/2013	-	0.25	6.54	0.22	5.65
	1/1/2014	0.65	-	7.19		5.65
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

WATER AND SEWER FUND REVENUES

Notes Cont.

3301 User Revenue- Water
3303 User Revenue- Sewer (Cont.)

The Village's Water and Sewer Fund capital expenses include storm water capital improvement projects, which are normally funded by municipalities from 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.

3105 Penalty – Water
3106 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 disconnection 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.

38XX IEPA Loan Proceeds

Proceeds from a low interest Illinois EPA Loan. The proceeds will be used to finance improvements to the wastewater distribution system including several sewage lift stations and two wastewater treatment plants.

3867 IRMA Reimbursement

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

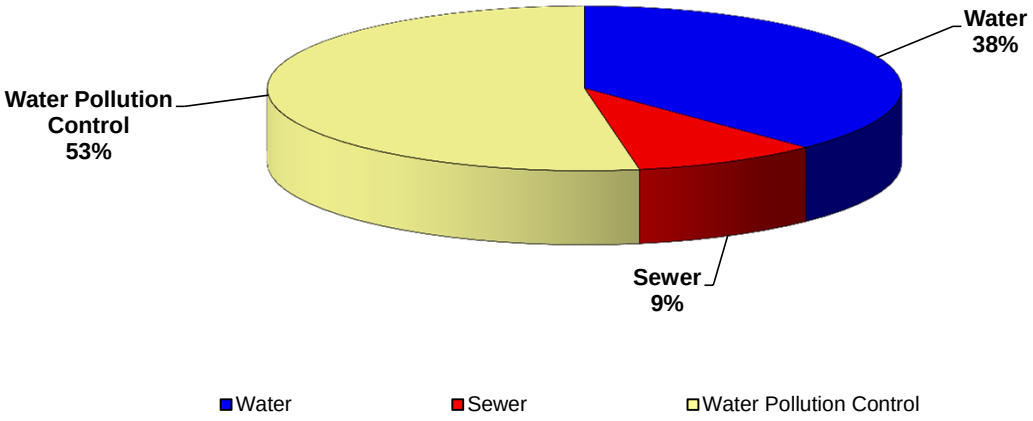
3992 Transfer from Debt Service Fund

Monies transferred from the Home Rule Sales tax portion of the Debt Service Fund for infrastructure (water tower) maintenance and other capital improvements.

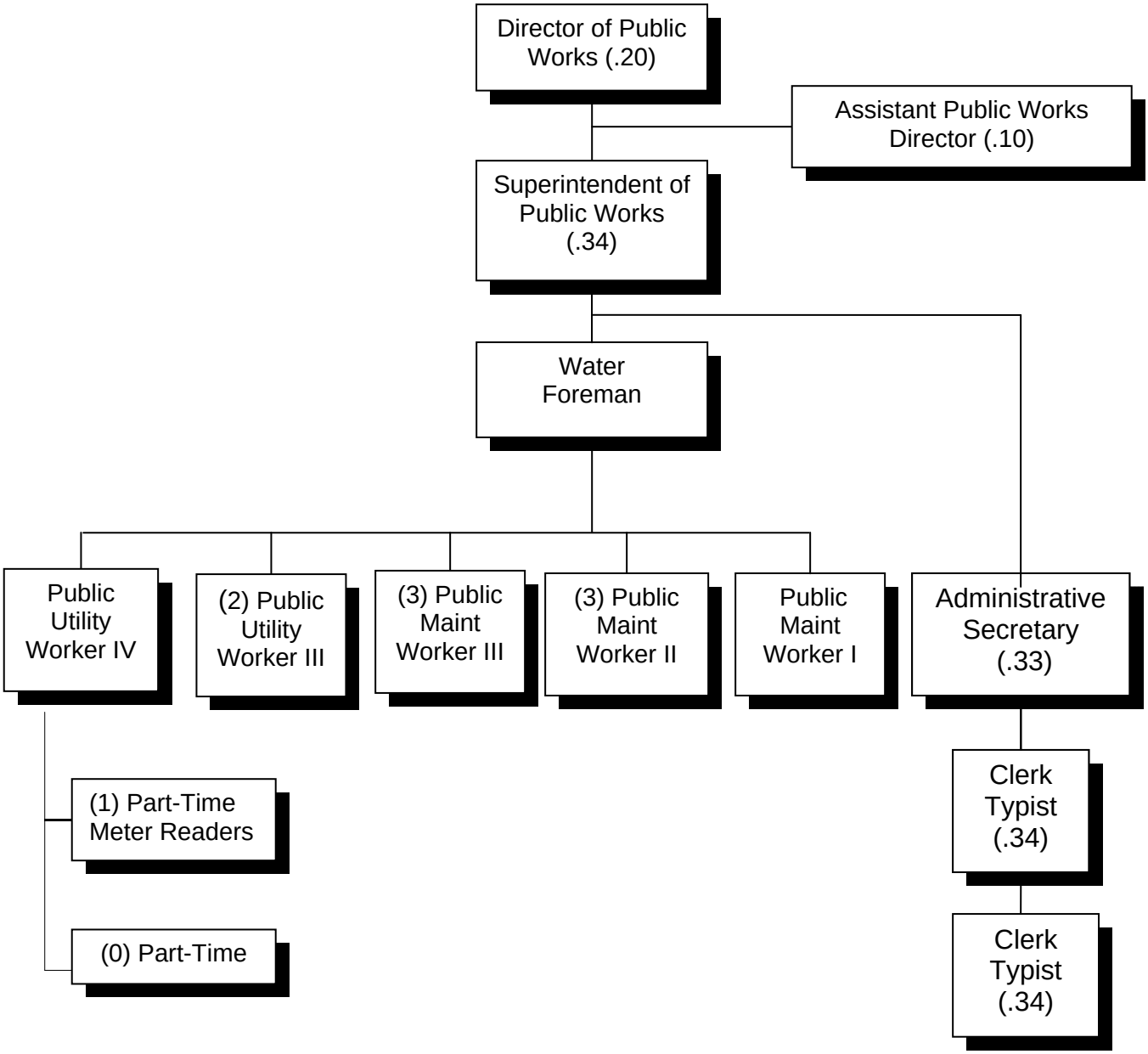
WATER AND SEWER FUND (50) EXPENSE SUMMARY

Budget

DEPT. NO.	WATER AND SEWER FUND	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
5010	WATER	5,691,528	6,169,714	7,793,400	7,713,100	**8,122,300**	9,035,800	10,577,400
5031	SEWER	1,989,813	1,813,543	1,993,100	1,924,700	**2,037,800**	2,027,300	2,091,400
5032	WATER POLLUTION CONTROL	3,483,937	3,794,524	4,113,400	4,299,200	**11,353,000**	4,132,700	4,095,600
	TOTAL EXPENSES	11,165,278	11,777,781	13,899,900	13,937,000	**21,513,100**	15,195,799	16,764,401
	TOTAL REVENUES	11,239,191	12,114,463	13,868,900	13,899,500	**21,341,900**	15,304,600	16,824,700
	WORKING CASH, BEGINNING	3,449,689	3,523,602		3,860,284	**3,822,784**	3,651,584	3,760,385
	SURPLUS (DEFICIT)	73,913	336,682	(31,000)	(37,500)	**(171,200)**	108,801	60,299
	WORKING CASH, ENDING	3,523,602	3,860,284		3,822,784	**3,651,584**	3,760,385	3,820,684



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, the Superintendent of Public Works and the Water Foreman. Additional staff includes one Utility Worker IV, two Utility Workers III, three Maintenance Workers III, three Maintenance Workers ll, one Maintenance Worker I. This budget provides funds for water billing staff under the Finance Department. This budget also provides funds for clerical and administrative staff.

Water Supply

Responsibilities include operations and maintenance of the potable water supply from seven 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 E.P.A., take monthly microbiology samples, 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. Continue working on backflow and cross connection program to decrease the number of water customers that need to come into compliance and annually test those that are in compliance.

Annual Water Quality Report

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

The Village of Addison Water Department 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 system devices.

Utility Locating

The Water Division is responsible to locate all village utilities when requested thru J.U.L.I.E. We respond to as many as 2,500 locate requests per year.

Narrative Cont.

FY 2013-14 Key Objectives

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

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

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

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

1. Work with the Engineers and Contractors to provide the most cost-effective and least disruptive solution to several major projects. These projects are as follows:
    a. Expand use of utility atlases by including maintenance information through a new geographical information system.
    b. Repaint Vista Ave 2.0 mg standpipe.
    c. Replace water main on Route 53, Byron to Walmart.

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

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

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

Performance Measures

	FY 11-12 ACTUAL		FY 12-13 ESTIMATE		FY 13-14 PROJECTION	
Inputs						
Direct Expenditures	$6,169,714		$7,713,100		$8,122,300	
Number of Employees	11		11		11	
Outputs						
Water Flow (Sept 1-Aug31):						
Total Pumpage (in Billions)/Unaccounted for Flow	1.285	3.7%	1.206	-1.03%	1.295	3%
Average Day Demand (mgd)	3.47		3.29		3.20	
Outputs						
Main Breaks	69		76		70	
Valves Repaired/Exercised	14	86	7	89	20	500
Hydrants Repaired/Exercised	70	438	21	506	50	450
Water Service Repairs	33		11		25	
Fire Pump Tests	31		36		30	
Water Sampling	554		652		575	
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 as per IEPA requirement	100%		100%		100%	
Efficiency						
Water sampling completed to ensure quality of water provided to customers	100%		100%		100%	

WATER

Personnel Summary

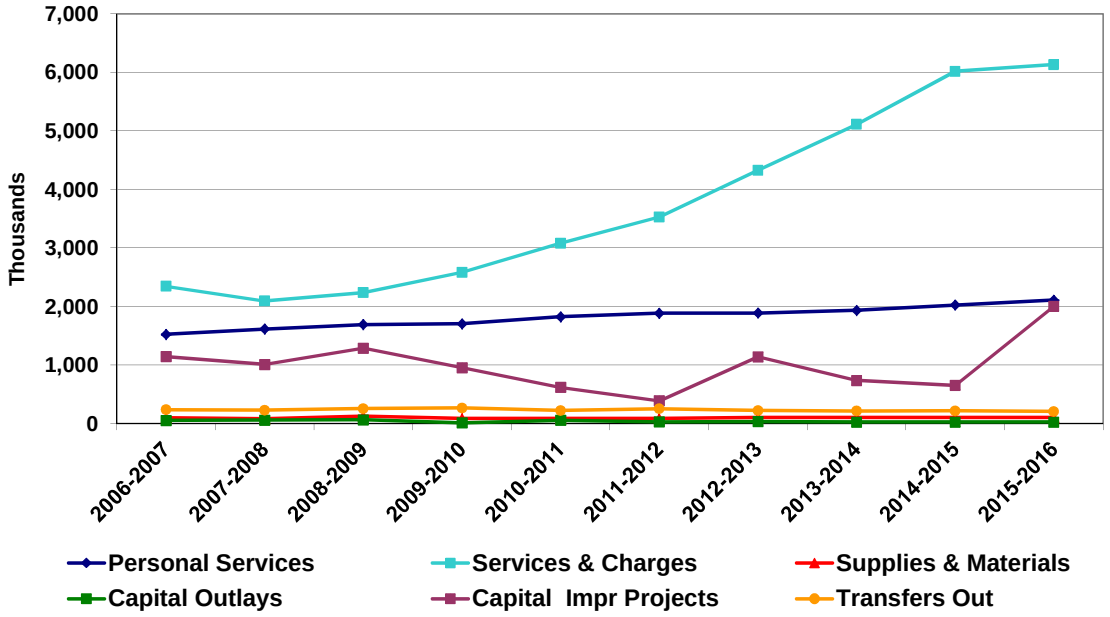
Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Mayor/Liquor Comm.	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	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	0.10	0.10	0.10	0.10	0.10
Assistant to the Finance Director	0.15	0.15	0.15	0.15	0.15
Civil Engineer II (2)	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Secretary	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Public Works	0.34	0.34	0.34	0.34	0.34
Assistant Public Works Director	0.10	0.00	0.10	0.10	0.10
Foreman	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.33	0.43	0.33	0.33	0.33
Principal Account Clerk (4)	1.01	1.01	1.01	1.01	1.01
Clerk Typist (3)	0.68	0.68	0.68	0.68	0.68
Public Utility Worker IV	1.00	1.00	1.00	1.00	1.00
Public Utility Worker III	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker III	3.00	3.00	3.00	3.00	3.00
Public Maintenance Worker II	3.00	3.00	3.00	3.00	3.00
Public Maintenance Worker I	1.00	1.00	1.00	1.00	1.00
Part-Time Water Meter Reader (1)	0.33	0.33	0.33	0.33	0.33
Part-Time Principal Account Clerk	0.10	0.10	0.10	0.10	0.10
Part-Time Clerk Typist	0.25	0.25	0.25	0.25	0.25
Total Budgeted:	16.44	16.44	16.44	16.44	16.44
Authorized & Unbudgeted:					
Clerk Typist	0.10				
Administrative Secretary	0.10				
Part-Time Water Meter Reader (2)	0.66				
Seasonal/Part-Time	4.00				
Subtotal:	*4.86*				
Total Authorized:	21.30				

Note: Page 27 summarizes Employee Allocation Between Departments

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

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	1,886,200	**1,931,500**	2,023,500	2,108,500
Services & Charges	4,328,400	**5,111,400**	6,015,100	6,132,200
Supplies & Materials	101,600	**101,100**	101,100	101,100
Capital Outlays	33,400	**26,200**	26,200	26,200
Capital Improvement Projects	1,139,700	**737,000**	652,000	2,005,000
Transfers Out	223,800	**215,100**	217,900	204,400
Total	7,713,100	**8,122,300**	9,035,800	10,577,400



WATER

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
5010		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	295,957	329,099	307,700	299,800	**306,300**	321,500	328,800
4002		WAGES CLERICAL	232,655	133,709	128,600	132,000	**128,300**	132,100	137,400
4003		WAGES OPERATIONAL	687,382	703,228	733,000	729,800	**777,100**	800,400	824,300
4004		OVERTIME	51,407	58,348	65,000	105,000	**65,000**	68,000	68,000
4005		HOLIDAY PAY	0	0	400	0	**400**	400	400
4006		OTHER PAY	6,695	61,888	7,200	7,200	**7,200**	7,500	7,700
4007		PART TIME	22,215	19,193	21,100	17,000	**22,400**	23,700	25,200
4009		IMRF	164,164	177,319	156,600	169,100	**177,800**	184,000	189,000
4010		SOCIAL SECURITY	92,152	96,781	98,700	100,200	**102,300**	106,000	109,000
4012		HOSPITALIZATION	239,834	280,559	298,500	290,000	**312,400**	346,800	384,900
4017		ELECTED OFFICIALS	6,424	6,318	6,000	5,300	**6,000**	6,000	6,000
4020		SICK PAY	23,406	16,990	20,000	28,700	**23,800**	24,600	25,300
4022		LIFE INSURANCE	2,364	2,336	3,100	2,100	**2,500**	2,500	2,500
		SUBTOTAL	1,824,655	1,885,768	1,845,900	1,886,200	**1,931,500**	2,023,500	2,108,500
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	4,500	5,511	6,200	6,200	**6,400**	6,600	6,800
4105	(1)	PROF SVCS.-DATA PROCESS.	39,181	34,476	36,000	36,000	**37,500**	37,500	37,500
4107	(2)	PROF SVCS.-MEDICAL	1,410	825	4,000	2,000	**2,000**	2,000	2,000
4110	(3)	TECH. & CONSULT. SVCS.	35,272	40,795	49,500	40,000	**51,000**	39,500	39,500
4115		COMMUNICATIONS-TELEPHONE	14,316	13,933	11,500	10,000	**11,500**	11,500	11,500
4116		COMMUNICATIONS-PORT DEV	0	0	0	0	**100**	200	100
4117	(4)	COMMUNICATIONS-POSTAGE	29,202	32,764	27,800	35,000	**27,800**	27,800	27,800
4118		COPY/REPRODUCTION	689	416	900	800	**900**	900	900
4159		IRMA INS. - WATER	109,452	148,745	169,600	176,100	**199,900**	199,900	199,900
4160	(5)	PRINTING	2,232	7,122	11,000	8,000	**13,200**	15,800	19,000
4161		PUBLICATION OF NOTICES	120	254	1,300	1,300	**1,300**	1,300	1,300
4163	(6)	CONFERENCES	2,220	2,841	4,100	4,600	**4,100**	4,100	4,100
4164	(7)	TRAINING	267	618	2,000	1,000	**2,000**	2,000	2,000
4170		PUBLIC UTIL.- GAS/HEAT	5,982	4,558	7,000	4,000	**7,000**	7,000	7,000
4175		PUBLIC UTIL.- ELEC. EQUIP.	71,656	55,788	60,000	66,000	**60,000**	60,000	60,000
4176		PUBLIC UTIL.- SOLID WASTE	5,880	13,615	18,500	18,500	**18,500**	18,500	18,500
4177		DUPAGE WATER COMM. FEES	2,704,286	3,108,554	3,933,200	3,831,500	**4,587,700**	5,504,500	5,618,300
4180	(8)	REPAIRS & MAINTENANCE	30,404	34,392	67,100	67,100	**58,900**	54,400	54,400
4190		RENTAL EQUIPMENT	0	258	1,300	500	**1,300**	1,300	1,300
4192		DUES & SUBSCRIPTIONS	2,092	1,992	2,300	2,300	**2,300**	2,300	2,300
4195		BANK CHARGES	21,017	20,774	19,900	17,000	**17,000**	17,000	17,000
4199	(9)	OTHER SERVICES & CHARGES	206	182	1,000	500	**1,000**	1,000	1,000
		SUBTOTAL	3,080,384	3,528,413	4,434,200	4,328,400	**5,111,400**	6,015,100	6,132,200
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	529	397	1,300	1,300	**1,300**	1,300	1,300
4202		CLEANING SUPPLIES	0	0	800	800	**800**	800	800
4203	(10)	CLOTHING SUPPLIES	7,268	7,167	7,500	7,500	**7,500**	7,500	7,500
4204		MOTOR FUEL & LUBRICANTS	0	0	500	500	**500**	500	500
4205		CHEMICALS	2,491	2,541	3,500	3,500	**3,500**	3,500	3,500
4207	(11)	PUB. GRNDS. MATL/SUPPLIES	27,625	27,725	27,500	27,500	**27,500**	27,500	27,500
4211		WATER METERS/HYDRANTS	5,569	3,771	8,500	10,500	**8,500**	8,500	8,500
4299	(12)	OTHER OPERATING SUPPLIES	44,088	42,704	52,000	50,000	**51,500**	51,500	51,500
		SUBTOTAL	87,570	84,305	101,600	101,600	**101,100**	101,100	101,100

Budget Cont.

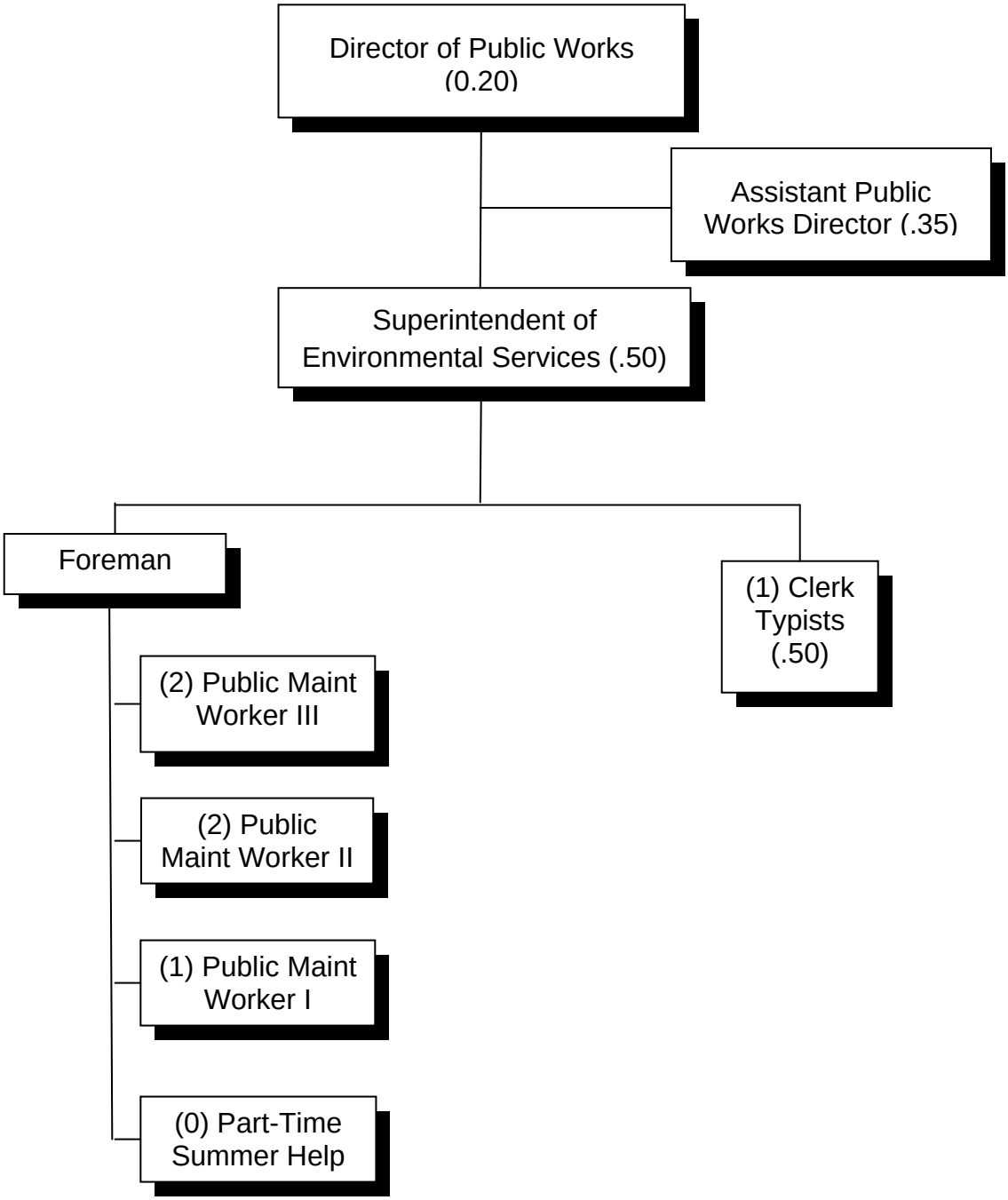
ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
5010	**EXPENSES**							
		CAPITAL OUTLAYS						
4304	EQUIPMENT	4,025	4,481	2,200	9,400	**2,200**	2,200	2,200
4305 (13)	WATER METERS	51,173	24,820	24,000	24,000	**24,000**	24,000	24,000
	SUBTOTAL	55,198	29,301	26,200	33,400	**26,200**	26,200	26,200
		CAPITAL IMPROVEMENT PROJECTS						
4414	ADDISON ROAD RESURFACE	66,846	0	0	0	**45,000**	0	0
4415	MILL/ARMY TRIAL IMPROV	247,049	11,294	0	0	**0**	52,000	0
4425	GRACE STREET RESURFACE	0	0	0	0	**112,000**	150,000	0
4426	RTE 53 - ARMY - LAKE	22,750	249,469	249,500	249,500	**0**	250,000	0
4503	WATERMAIN REPLACEMENT	36,638	14,860	0	0	**0**	0	1,023,000
4503	HERITAGE DR/CT	0	0	642,700	642,700	**0**	0	0
4503	RUGELEY CT	49,670	0	0	0	**0**	0	0
4503	HEATHER CT	0	0	0	0	**0**	0	0
4534	HIGHLANDER FLD WTRMAN EXT	0	0	0	0	**0**	0	0
4506	SCADA SYSTEM UPGRADE	0	0	72,500	72,500	**0**	0	0
4509	WATER TOWER WORK/PAINT	0	3,540	0	0	**500,000**	0	360,000
4519	AUTOMATIC METER READ	0	34,876	175,000	175,000	**80,000**	0	500,000
4525	FULLERTON AVE WATERMAIN	0	75,809	0	0	**0**	200,000	0
	FULLERTON BOOSTER STATION	0	0	0	0	**0**	0	67,000
	WELL #4 REPAIRS	0	0	0	0	**0**	0	55,000
4531	CHESTNUT PUMP STATION	0	0	0	0	**0**	0	0
	SUBTOTAL	422,953	389,848	1,139,700	1,139,700	**737,000**	652,000	2,005,000
		TRANSFERS OUT						
4961	TRANSFER TO FLEET SERVICES	100,439	127,998	128,600	105,400	**104,000**	104,200	106,100
4962	TRANSFER TO IS	32,629	31,781	35,600	36,800	**38,300**	34,500	34,400
4964	TRANSFER TO ERF	87,700	92,300	81,600	81,600	**72,800**	79,200	63,900
	SUBTOTAL	220,768	252,079	245,800	223,800	**215,100**	217,900	204,400
	TOTAL FOR DEPARTMENT	5,691,528	6,169,714	7,793,400	7,713,100	**8,122,300**	9,035,800	10,577,400

WATER

Notes

4105 (1) PROF SERV DATA PROCESSING					**37,500**
	13,000	CCU MAINTENANCE AGREEMENT	9,000	SCADA AND WATER MODELING MAINT	
	5,500	ITRON HOSTING FEE	10,000	GIS PROGRAMMING	
4107 (2) PROF SERV MEDICAL					**2,000**
	800	OSHA COMPLIANCE TESTING	1,200	PRESCRIP. SAFETY GLASSES (4@$300)	
4110 (3) TECH & CONSULT SERVICES					**51,000**
	26,500	EPA MONTHLY WATER SAMPLES	14,000	BILL PRINTING SERVICE	
	10,500	SPOIL PILE SAMPLING			
4117 (4) COMMUNICATIONS-POSTAGE					**27,800**
	24,000	GENERAL POSTAGE	3,800	CONSUMER CONFIDENCE REPORT	
4160 (5) PRINTING					**13,200**
	4,200	FLUSHING NOTICES, BOIL ORDERS, STATIONARY, BUSINESS CARDS, METER TAGS & CARDS			
	9,000	CONSUMER CONFIDENCE REPORT			
4163 (6) CONFERENCES					**4,100**
	1,500	VILLAGE CLERK - IIMC	500	VILAGE CLERK - MCI	
	600	LOCAL MCWWA MONTHLY MEETING FOR 4 MEN	1,500	STATE IAWWA FOR 4 MEN	
4164 (7) TRAINING					**2,000**
	2,000	OPERATOR TRG COURSES/CERT COURSES, IEPA, APWA TRG COURSES, MECHANICAL & ELECTRICAL MAINTENANCE			
4180 (8) REPAIRS & MAINTENANCE					**58,900**
	15,000	OTHER REPAIRS	2,300	RUN MEGS & AMPS AT BOOSTER & WELLS	
	2,000	PAS MAINTENANCE	2,000	PUMP MAINTENANCE AT BOOSTER	
	2,500	CATHODIC PROTECTION	2,800	ANNUAL WELL INSPECTION	
	2,500	RPRS TO CHEM FEED PUMPS & CHLORINATORS	11,000	GROUNDS MAINTENANCE CONTRACT	
	5,000	MAINT ON SAFETY EQUIP: VALVE OPERATING	3,000	SERVICE CONTRACT FOR SECURITY SYS	
		EQUIP, FIRE EXTINGUISHERS, TRACTOR	3,500	GENERATOR LOAD BANK TEST	
		BLADES & TEETH, LINE TRACERS & LOCATORS	2,800	INFRARED INSPECT. - BOOSTER & WELLS	
		BORING MACHINE, WATER MAIN CUTTER	4,500	SVC DOORS AT SWIFT & GOLDEN GATE TOWERS	
4199 (9) OTHER SERVICES & CHARGES			1000	CDL AND CERTIFICATES	**1,000**
4203 (10) CLOTHING SUPPLIES					**7,500**
	1,375	WORK BOOTS (11)	3,200	UNIFORMS (11)	
	425	RAINGEAR	300	GLOVES & HATS	
	1,100	WINTER OUTERWEAR (11)	600	T-SHIRTS	
	500	FIREMAN HIP BOOTS			
4207 (11) PUBLIC GRND/MAT SUPPLIES					**27,500**
	27,500	CONCRETE, GRAVEL, SOD, SEED, TOPSOIL, BRUSHES & TREES			
4299 (12) OTHER OPERATING SUPPLIES					**51,500**
	8,500	HARDWARE ACCT., REAGENTS, OXYGEN	18,000	REPLACEMENT VALVES	
		PROPANE, ACETYLENE, T-BOLTS, BOLTS,	3,500	WATER MAIN COUPLINGS	
		BLADES, FLASHLIGHTS, FIRST AID SUPPLIES,	1,500	STOCK SUPPLIES FOR BOOSTER STATION,	
		COUPLINGS, SHOVELS, TOOLS, DRILL BITS		WELL CHLORINE PUMPS, FOOT VALVES,	
	8,000	WATER MAIN REPAIR SLEEVES		INJECTORS AND GRAPHIC PARTS	
	1,000	BELL JOINT COUPLINGS	3,000	PRESSURE ADJUSTING STATION MAINT PARTS	
	6,500	VALVE & B-BOXES, COPPER, BRASS	1,500	HYDRANT PAINTING	
4305 (13) WATER METERS			WATER METERS 3/4" THRU 4" HYDRANTS W/VALVES		**24,000**

Organization Structure



SEWER

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

Environmental Services Division

Environmental Services is a multi-faceted division of Public Works consisting of the Sewer Division and the Water Pollution Control Division 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 division is also responsible for sanitary sewer infiltration and inflow mitigation, the continued implementation of the Industrial Pretreatment Program to control detrimental industrial discharges, drainage issues, and other misc. environmental concerns that surface.

Sewer Division

The Sewer Division of Environmental Services is part of the Public Works Department. The division functions under the direction of the Director of Public Works and Superintendent of Environmental Services and the Sewer Foreman. Additional staff includes two public maintenance workers III, two public maintenance workers II, one public maintenance worker I, and one industrial pretreatment inspector. This 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.

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 3 storm water pumping stations and 1 dam and pump station.

FY 2012-13 Key Objectives

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

1. Begin engineering and cost analysis for a master plan utilizing the IEPA Revolving Loan, construction/redevelopment program.

2. Even with reduced manpower, continue with the advancement of our annual high velocity flushing, vacuuming, and rodding / televising programs within the conveyance systems.

Narrative Cont.

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

Performance Measures

	FY 10-11 ACTUAL	FY 11-12 ESTIMATE	FY 12-13 PROJECTION
Inputs			
Direct Expenditures	$1,989,813	$1,897,200	$1,993,100
Number of Employees	9	9	9
Outputs			
Lateral Excavations	63	65	60
Lateral Roddings	969	700	600
Lineal ft. of Storm/Combined Sewer Cleaned	45,190	36,450	40,000
Storm Inlets Cleaned	290	220	350
Sanitary Sewer Cleaned (Lineal ft)	421,215	430,000	450,000
Lineal ft. of Combined Sewer Cleaned	32,590	33,800	35,000
Curb Inlets Repaired	71	70	65
Residential Laterals TV Inspected	1,045	1,450	1,800
Lineal feet of new storm sewers installed in-house	425	320	250
# of new storm structures installed in-house	22	14	16
Efficiency			
Service Requests			
Number of Requests	650	725	688
Completion in < 2 hours	81%	80%	81%
Completion in 2-4 hours	10%	12%	11%
Completion in 4-6 hours	5%	4%	5%
Completion in > 6 hours	4%	4%	4%

SEWER

Personnel Summary

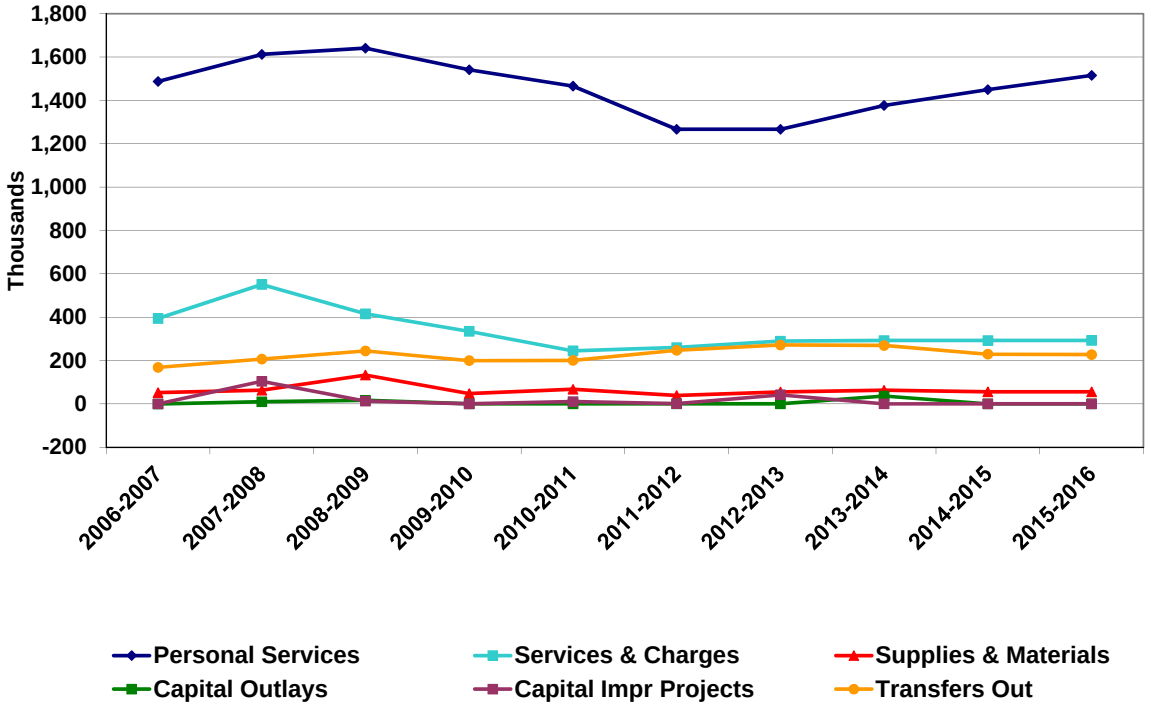
Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Mayor/Liquor Comm.	0.10	0.10	0.10	0.10	0.10
Village Clerk	0.10	0.10	0.10	0.10	0.10
Village Trustees (6)	0.60	0.60	0.60	0.60	0.60
Village Manager	0.10	0.10	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	0.10	0.10	0.10	0.10	0.10
Assistant to the Finance Director	0.15	0.15	0.15	0.15	0.15
Civil Engineer II (2)	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Secretary	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Environmental Services	0.50	0.50	0.50	0.50	0.50
Assistant Public Works Director	0.30	0.30	0.30	0.30	0.30
Foreman	1.00	1.00	1.00	1.00	1.00
Principal Account Clerk (4)	1.03	1.03	1.03	1.03	1.03
Clerk Typist (3)	0.85	0.85	0.85	0.85	0.85
Public Maintenance Worker III	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker II	2.00	2.00	2.00	2.00	2.00
Public Maintenance Worker I	1.00	1.00	1.00	1.00	1.00
Part-Time Water Meter Reader (1)	0.33	0.33	0.33	0.33	0.33
Part-Time Principal Account Clerk	0.10	0.10	0.10	0.10	0.10
Part-Time Clerk Typist	0.25	0.25	0.25	0.25	0.25
Total Budgeted:	11.66	11.66	11.66	11.66	11.66
Authorized & Unbudgeted:					
Clerk Typist (2)	0.60				
Administrative Secretary (2)	0.60				
Environmental Compliance Coordinator	1.00				
I & I Inspector	1.00				
Public Maintenance Worker I	2.00				
Part-Time Water Meter Reader (2)	0.66				
Seasonal/Part-Time	3.00				
Subtotal:	8.86				
Total Authorized:	20.52				

Note: Page 27 summarizes Employee Allocation Between Departments

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

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	1,266,400	**1,376,100**	1,449,600	1,515,200
Services & Charges	289,500	**292,700**	292,700	292,800
Supplies & Materials	54,900	**63,100**	55,600	55,600
Capital Outlays	0	**36,500**	0	0
Capital Improvement Projects	42,000	**0**	0	0
Transfers Out	271,900	**269,400**	229,400	227,800
Total	1,924,700	**2,037,800**	2,027,300	2,091,400



SEWER

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
5031		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	294,840	346,871	343,800	322,300	**347,500**	366,500	377,800
4002		WAGES CLERICAL	194,658	54,661	115,800	111,200	**142,500**	147,800	154,800
4003		WAGES OPERATIONAL	484,384	361,684	362,700	369,100	**379,900**	391,300	403,100
4004		OVERTIME	31,338	24,035	32,000	35,100	**32,000**	35,000	35,000
4006		OTHER PAY	5,803	43,582	6,000	6,000	**12,900**	13,300	13,700
4007		PART TIME	17,131	19,199	21,000	17,900	**22,300**	23,700	25,100
4009		IMRF	136,557	123,711	109,400	114,500	**126,300**	131,700	135,900
4010		SOCIAL SECURITY	76,101	67,458	69,000	67,700	**73,300**	76,400	79,000
4012		HOSPITALIZATION	202,543	209,042	207,100	209,600	**217,400**	241,400	267,800
4017		ELECTED OFFICIALS	6,424	6,318	6,000	6,000	**6,000**	6,000	6,000
4020		SICK PAY	14,923	9,156	15,000	6,000	**15,000**	15,500	16,000
4022		LIFE INSURANCE	1,136	752	3,000	1,000	**1,000**	1,000	1,000
		SUBTOTAL	1,465,838	1,266,469	1,290,800	1,266,400	**1,376,100**	1,449,600	1,515,200
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	1,167	1,429	1,600	1,600	**1,700**	1,700	1,800
4102		PROF SVCS.-ENGN./ARCH	0	0	29,000	29,000	**0**	0	0
4105		PROF SVCS-DATA PROCESSING	287	0	0	0	**0**	0	0
4107	(1)	PROF SVCS.-MEDICAL	385	0	600	600	**500**	500	500
4110		TECH. & CONSULT. SVCS.	0	0	0	0	**0**	0	0
4115	(2)	COMMUNICATIONS-TELEPHONE	16,395	18,039	14,500	19,100	**19,400**	19,400	19,400
4116		COMMUNICATIONS-PORT DEV	0	0	0	0	**200**	200	200
4117		COMMUNICATIONS-POSTAGE	433	293	800	800	**800**	800	800
4118		COPY/REPRODUCTION	100	143	400	400	**400**	400	400
4120		PUBLIC RELATIONS	0	73	0	0	**0**	0	0
4159		IRMA INS. - SEWER	41,184	51,761	60,000	50,000	**53,000**	53,000	53,000
4160		PRINTING	527	503	1,500	1,000	**1,800**	1,800	1,800
4161		PUBLICATION OF NOTICES	134	134	1,000	500	**1,000**	1,000	1,000
4164		TRAINING	17	0	0	0	**0**	0	0
4170		PUBLIC UTIL. - GAS HEAT	3,534	2,683	3,500	2,500	**3,500**	3,500	3,500
4172		PUBLIC UTIL. - GAS EQUIP.	5,944	5,129	5,300	4,000	**5,300**	5,300	5,300
4175	(3)	PUBLIC UTIL. - ELEC. EQUIP.	60,773	49,827	60,000	45,000	**50,000**	50,000	50,000
4176		PUBLIC UTIL. - SOLID WASTE	11,000	9,610	11,000	11,000	**11,000**	11,000	11,000
4180	(4)	REPAIRS & MAINTENANCE	92,638	115,303	118,500	118,500	**137,000**	137,000	137,000
4190	(5)	RENTAL EQUIPMENT	1,235	2,920	6,600	5,000	**6,600**	6,600	6,600
4199		OTHER SERVICES & CHARGES	9,173	2,094	500	500	**500**	500	500
		SUBTOTAL	244,926	259,941	314,800	289,500	**292,700**	292,700	292,800
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	372	1,161	1,300	1,300	**1,300**	1,300	1,300
4202		CLEANING SUPPLIES	1,638	971	1,700	1,700	**1,700**	1,700	1,700
4203	(6)	CLOTHING SUPPLIES	3,716	3,651	3,100	3,100	**3,400**	3,400	3,400
4204	(7)	MOTOR FUEL & LUBRICANTS	202	1,725	4,400	4,000	**4,400**	4,400	4,400
4205		CHEMICALS	107	0	500	500	**500**	500	500
4207		PUB. GRNDS.- MATL/SUPPLIES	0	0	500	500	**500**	500	500
4208		BUILDING - MATL/SUPPLIES	0	646	600	600	**600**	600	600
4290		EMERGENCY OPERATIONS	15,621	0	0	0	**0**	0	0
4299	(8)	OTHER OPERATING SUPPLIES	45,887	30,734	43,200	43,200	**50,700**	43,200	43,200
		SUBTOTAL	67,543	38,888	55,300	54,900	**63,100**	55,600	55,600

Budget Cont.

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
5031		**EXPENDITURES**							
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	0	0	0	**0**	0	0
4304	(9)	EQUIPMENT	0	0	0	0	**36,500**	0	0
		SUBTOTAL	0	0	0	0	**36,500**	0	0
			CAPITAL IMPROVEMENT PROJECTS						
4551		REBUILD MOTORS/PUMPS/DAPS	0	0	42,000	42,000	**0**	0	0
4533		REPLACE STORM SEWER	10,915	825	0	0	**0**	0	0
		SUBTOTAL	10,915	825	42,000	42,000	**0**	0	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	106,994	135,185	137,000	118,000	**116,500**	116,600	118,800
4962		TRANSFER TO IS	17,797	17,335	19,400	20,100	**20,900**	18,800	18,800
4964		TRANSFER TO ERF	75,800	94,900	133,800	133,800	**132,000**	94,000	90,200
		SUBTOTAL	200,591	247,420	290,200	271,900	**269,400**	229,400	227,800
		TOTAL FOR DEPARTMENT	1,989,813	1,813,543	1,993,100	1,924,700	**2,037,800**	2,027,300	2,091,400

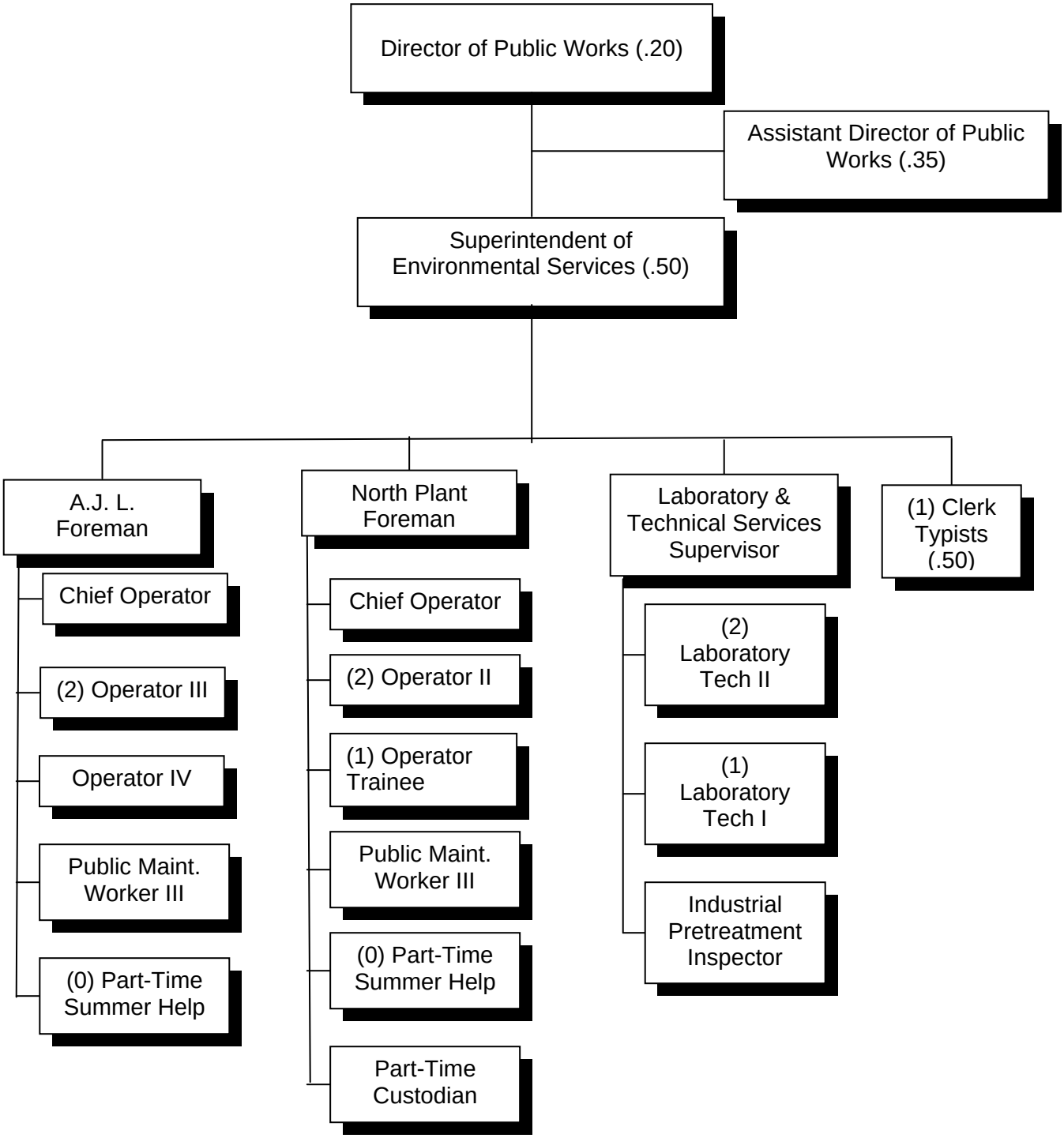
SEWER

Notes

4107	**(1)**	**PROF SERV MEDICAL**			**500**
		500	DRUG/ALCOHOL TESTING - CDL TESTING		
4115	**(2)**	**COMMUNICATIONS-TELEPHONE**			**19,400**
		18,700	MONTHLY PHONE SERVICE	700	CELLULAR PHONE SERVICE
4175	**(3)**	**PUBLIC UTIL. - ELEC. EQUIP.**			**50,000**
		34,500	GENERAL UTILITY ELECTRIC	15,500	ELECTRIC UTILITY FOR POND AERATORS
4180	**(4)**	**REPAIRS & MAINTENANCE**			**137,000**
		72,500	GROUND MAINTENANCE CONTRACT	15,000	ANNUAL LARGE DIAM SWR TELEVISING
		4,000	REPAIR ELECTRICAL MOTORS	5,300	REPAIR TO WELDERS, SAWS, PUMPS,
		11,200	PREVENTIVE MAINT. PUMPING EQUIPMENT	24,000	WESTWOOD PUMP & DAMN REBUILD
		5,000	RESTORE PARKWAYS		
4190	**(5)**	**RENTAL EQUIPMENT**			**6,600**
		6,600	HYDRO-CRANE FOR PUMP REMOVAL		
4203	**(6)**	**CLOTHING SUPPLIES**			**3,400**
		1,500	UNIFORM RENTAL - 6	300	REPLACE RAIN GEAR & HIP BOOTS
		750	SAFETY SHOES -6 PR	250	SUMMER TEE SHIRTS/GLOVES
		600	WINTER OUTERWEAR		
4204	**(7)**	**MOTOR FUEL & LUBRICANTS**			**4,400**
		1,900	DIESEL FOR GENERATOR	2,500	MOTOR OILS FOR ENGINES
4299	**(8)**	**OTHER OPERATING SUPPLIES**			**50,700**
		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	7,500	REPLACE 3 TRASH PUMPS
4304	**(9)**	**EQUIPMENT**			**36,500**
		18,000	REPLACE PUMP - FARMWOOD STRMWTR	6,500	REPLACE PUMP FOR PW SANITARY LIFT
		12,000	REPLACE SEWER LATERAL CAMERA		

WATER POLLUTION CONTROL

Organization Structure



WATER POLLUTION CONTROL

Narrative

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

Environmental Services Division

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.

Water Pollution Control Division

The Water Pollution Control Division is responsible for the treatment of over 2 billion gallons of municipal wastewater annually, exceeding the levels set forth in the Federal NPDES Permits utilizing an operating budget of 3.5 million dollars. There are two wastewater treatment facilities which function under the direction of the Director of Public Works and Superintendent of Environmental Services.

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

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 five licensed wastewater operators and one public maintenance worker.

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 wastewater, storm water, and sludges in the Village of Addison. The laboratory facility is located at the North Wastewater Facility and consists of two full time laboratory technicians and two field inspectors/technicians. The division is responsible for all National Pollutant Discharge Elimination System (NPDES) permit testing. In addition, field staff investigates all instances of air, noise, and land pollution, and perform code enforcement activities for all environmental laws.

Narrative Cont.

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. One full time individual is funded within the division and is assigned the task of tracking, sampling, reporting, monitoring, and environmental enforcement within the industrial community.

FY 2013-14 Key Objectives

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

1. Submit an application to secure an IEPA Revolving Loan. Implement phase one of the "Master Plan" construction/redevelopment program, providing replacement equipment at both wastewater facilities.

2. Continue a multi-year Capital Project Program for roof replacements at both the North and A.J. LaRocca Wastewater Treatment Facilities.

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

Performance Measures

	FY 2011-12 ACTUAL		FY 2012-13 ESTIMATE		FY 2013-14 PROJECTION	
Inputs						
Direct Expenditures	3,893,700		4,113,400		3,944,800	
Number of Full Time Employees	17.2		17.2		17.2	
Billion Gallons Treated – AJL Facility	0.669		0.476		0.601	
Billion Gallons Treated – North Facility	1.372		1.086		1.279	
Total Gallons Treated – Billions	2.041		1.562		1.880	
Gallons Bio-solids Land Applied	0		0		0	
Cubic Yards of Bio-Solids Land Applied	5,720		5,650		5,695	
Cubic Yards of Bio-Solids to Landfill	0		0		0	
Total Laboratory Analysis Performed	36,397		35,000		35,000	
	AJL	NORTH	AJL	NORTH	AJL	NORTH
NPDES Discharge Violations	0	0	0	1	0	0
Days lost to Occupational Injury	0	0	0	0	0	0

WATER POLLUTION CONTROL

Narrative Cont.

Performance Measures (cont)

	FY 2011-12 ACTUAL	FY 2012-13 ESTIMATE	FY 2013-14 PROJECTION
Effectiveness			
Effluent BOD, mg/l, Limit =20	2.52	2.34	2.43
Pounds of BOD Removed	2,560,093	2,195,144	2,377,619
Effluent Suspended Solids mg/l Limit =25	5.6	4.8	5.2
Pounds of Suspended Solids Removed	2,250,917	2, 079,590	2,165,253
Dissolved Oxygen mg/l Limit=> 6.0	9.11	9.01	9.05
Avg. Ammonia Nitrogen as N mg/l Limit = 1.5 April thru Oct.	0.111	0.201	0.156
Avg. Ammonia Nitrogen as N mg/l Limit = 4.0 Nov thru Feb	0.113	0.115	0.114
Pounds of Ammonia as N Removed	351,809	272,586	312,048
Natural Gas Consumption – Total Therms	81,748	79,420	80,614
Electrical Consumption – Total KWH	5,422,081	5,151,534	5,286,808
Efficiency			
Effluent BOD,% Removal	98%	98%	98%
Effluent Suspended Solids,% Removal	96%	95%	95%
Avg. Ammonia Nitrogen as N % Removal	99%	99%	99%
Cost per Million Gallons Treated	$1,947	$2,633	$2,098

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
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	0.10	0.10	0.10	0.10	0.10
Assistant to the Finance Director	0.15	0.15	0.15	0.15	0.15
Civil Engineer II (2)	0.10	0.10	0.10	0.10	0.10
Village Engineer	0.10	0.10	0.10	0.10	0.10
Executive Secretary	0.10	0.10	0.10	0.10	0.10
Human Resources Assistant	0.10	0.10	0.10	0.10	0.10
Director of Public Works	0.20	0.20	0.20	0.20	0.20
Superintendent Of Environmental Services	0.50	0.50	0.50	0.50	0.50
Assistant Public Works Director	0.30	0.30	0.30	0.30	0.30
Foreman	2.00	2.00	2.00	2.00	2.00
Laboratory Supervisor	1.00	1.00	1.00	1.00	1.00
Laboratory Technician II	2.00	2.00	2.00	2.00	2.00
Laboratory Technician I	1.00	1.00	1.00	1.00	1.00
Principal Account Clerk (4)	1.01	1.01	1.01	1.01	1.01
Clerk Typist (3)	0.85	0.85	0.85	0.85	0.85
Industrial Pretreatment Inspector	1.00	1.00	1.00	1.00	1.00
WWTP Chief Operator	2.00	2.00	2.00	2.00	2.00
WWTP Operator Class 2	1.00	1.00	1.00	1.00	1.00
WWTP Operator Class 3	3.00	3.00	3.00	3.00	3.00
WWTP Operator Class 4	1.00	1.00	1.00	1.00	1.00
WWTP Operator Trainee	1.00	0.00	1.00	1.00	1.00
Public Maintenance Worker III	2.00	2.00	2.00	2.00	2.00
Part-Time Water Meter Reader (1)	0.34	0.34	0.34	0.34	0.34
Part-Time Princ. Acct Clerk	0.10	0.10	0.10	0.10	0.10
Part-Time Clerk Typist	0.25	0.25	0.25	0.25	0.25
Part-Time Custodian	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	23.65	22.65	23.65	23.65	23.65
Authorized & Unbudgeted:					
Clerk Typist (2)	0.60				
Administrative Secretary (2)	0.60				
Part-Time Water Meter Reader (2)	0.68				
Seasonal/Part-Time	5.00				
Subtotal:	*6.88*				
Total Authorized:	30.53				

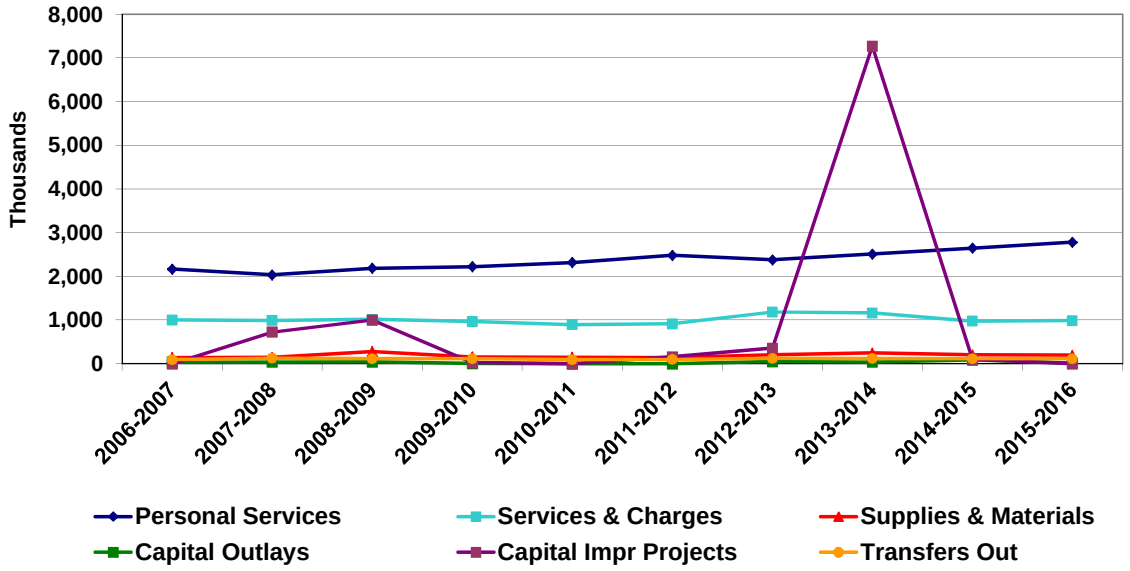
Note: Page 27 summarizes Employee Allocation Between Departments

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

WATER POLLUTION CONTROL

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	2,377,800	**2,510,700**	2,647,500	2,782,700
Services & Charges	1,183,600	**1,163,900**	975,700	985,500
Supplies & Materials	207,900	**245,200**	201,800	193,900
Capital Outlays	51,800	**39,700**	87,200	16,000
Capital Improvement Projects	356,200	**7,274,100**	104,000	0
Transfers Out	121,900	**119,400**	116,500	117,500
Total	4,299,200	**11,353,000**	4,132,700	4,095,600



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

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

WATER POLLUTION CONTROL

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
5032		**EXPENDITURES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	508,044	514,782	436,100	428,900	**444,000**	465,900	480,100
4002		WAGES CLERICAL	232,984	68,712	115,800	104,300	**142,500**	147,800	154,800
4003		WAGES OPERATIONAL	843,962	985,203	1,032,300	1,023,200	**1,057,700**	1,104,000	1,152,700
4004		OVERTIME	26,406	19,686	27,200	15,600	**27,200**	30,000	30,000
4005		HOLIDAY PAY	177	0	800	0	**800**	800	800
4006		OTHER PAY	13,846	90,164	15,000	12,000	**15,000**	15,000	16,000
4007		PART TIME	31,479	34,960	36,800	34,100	**39,000**	41,300	43,800
4009		IMRF	212,655	240,070	207,900	210,400	**234,200**	244,600	254,500
4010		SOCIAL SECURITY	120,396	134,435	130,900	126,400	**135,400**	141,400	147,100
4012		HOSPITALIZATION	276,746	352,254	351,300	375,500	**368,500**	409,100	454,100
4017		ELECTED OFFICIALS	6,424	6,318	6,000	4,300	**6,000**	6,000	6,000
4020		SICK PAY	40,338	33,332	40,000	40,000	**36,900**	38,100	39,300
4022		LIFE INSURANCE	3,148	3,160	3,800	3,100	**3,500**	3,500	3,500
		SUBTOTAL	2,316,605	2,483,076	2,403,900	2,377,800	**2,510,700**	2,647,500	2,782,700
			SERVICES & CHARGES						
4101		PROF SVCS.-ACCTNG/AUDITING	2,000	2,449	2,600	2,600	**2,700**	2,800	2,900
4102		PROF SVCS.-ENGN./ARCH.	0	0	0	0	**210,000**	0	0
4105	(1)	PROF SVCS-DATA PROCESSING	338	0	0	0	**4,100**	1,600	1,600
4107	(2)	PROF SVCS.-MEDICAL	2,208	687	1,000	1,000	**1,200**	1,200	1,200
4110	(3)	TECH. & CONSULT. SVCS.	22,825	97,525	29,000	359,000	**25,300**	68,800	68,800
4115	(4)	COMMUNICATIONS-TELEPHONE	15,910	16,619	15,600	17,200	**17,100**	17,100	17,100
4116		COMMUNICATIONS-PORT DEV	0	0	0	0	**100**	100	100
4117		COMMUNICATIONS-POSTAGE	1,160	411	2,000	1,000	**1,500**	1,500	1,500
4118		COPY/REPRODUCTION	685	642	1,500	1,000	**1,000**	1,000	1,000
4159		IRMA INSURANCE	69,770	84,322	104,000	100,000	**104,200**	104,200	104,200
4160	(5)	PRINTING	369	764	2,200	1,000	**2,700**	2,700	2,700
4161		PUBLICATION OF NOTICES	388	134	1,000	1,000	**1,000**	1,000	1,000
4163		CONFERENCES	(78)	0	0	100	**5,000**	0	0
4164		TRAINING	1,024	0	0	0	**1,200**	0	0
4170		PUBLIC UTIL. - GAS HEAT	50,658	40,810	49,500	35,000	**49,500**	49,500	49,500
4175		PUBLIC UTIL. - ELEC. EQUIP.	448,056	400,160	440,000	310,000	**375,000**	375,000	375,000
4176	(6)	PUBLIC UTIL. - SOLID WASTE	128,881	141,530	181,500	181,500	**171,000**	171,000	171,000
4180	(7)	REPAIRS & MAINTENANCE	76,298	55,118	101,900	101,900	**119,100**	106,000	115,700
4190	(8)	RENTAL EQUIPMENT	5,705	2,602	4,500	2,000	**3,000**	3,000	3,000
4192		DUES /SUBSCRIPTIONS	252	293	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	389	138	200	300	**200**	200	200
		SUBTOTAL	895,338	912,704	1,005,500	1,183,600	**1,163,900**	975,700	985,500
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	930	1,554	1,700	1,500	**1,700**	1,700	1,700
4202	(9)	CLEANING SUPPLIES	4,158	3,469	4,200	4,000	**4,200**	4,200	4,200
4203	(10)	CLOTHING SUPPLIES	9,353	9,846	11,500	11,500	**12,400**	12,400	12,400
4204		MOTOR FUEL & LUBRICANTS	3,191	3,594	3,200	3,200	**3,200**	3,200	3,200
4205	(11)	CHEMICALS	69,947	58,393	73,100	73,100	**81,000**	81,000	81,000
4207	(12)	PUB. GRNDS.- MATL/SUPPLIES	413	516	1,500	1,500	**1,500**	1,500	1,500

WATER POLLUTION CONTROL

Budget Cont.

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
5032		**EXPENDITURES**							
			SUPPLIES & MATERIALS (CONT.)						
4208	(13)	BUILDING- MATL/SUPPLIES	441	3,683	5,000	5,000	**5,000**	5,000	5,000
4209		MOTOR VEH MAINT & SUPYS	360	0	0		**0**	0	0
4290		EMERGENCY OPERATIONS	153	0	0	24,100	**0**	0	0
4299	(14)	OTHER OPERATING SUPPLIES	58,918	60,378	84,900	84,000	**136,200**	92,800	84,900
		SUBTOTAL	147,864	141,433	185,100	207,900	**245,200**	201,800	193,900
			CAPITAL OUTLAYS						
4301		OFFICE EQUIPMENT	0	0	2,000	2,000	**0**	0	0
4304	(15)	EQUIPMENT	0	0	49,800	49,800	**39,700**	87,200	16,000
		SUBTOTAL	0	0	51,800	51,800	**39,700**	87,200	16,000
			CAPITAL IMPROVEMENT PROJECTS						
4503		WATER MAIN REPLACE (NTP)	0	0	0	0	**0**	0	0
4571		CLARIFIER	0	0	0	0	**0**	0	0
4587		ANAEROBIC DIG. CLEANING	0	0	96,200	96,200	**100,100**	0	0
4590		VAR. FREQUENCY DR UNIT/NTF	0	0	0	0	**0**	0	0
4592		SCREENING COMPACTOR - AJL	0	0	0	0	**0**	0	0
4593		ASPHALT ROAD REPLACEMENT	0	0	0	0	**0**	0	0
4535		NTP WATER MAIN	0	0	65,000	35,000	**0**	0	0
4539		MASTER PLAN - IEPA LOAN	0	0	0	0	**7,034,000**	0	0
4594		RE-ROOF/REPAIR BUILDINGS	27,908	158,968	125,000	150,000	**140,000**	104,000	0
4595		AIR MAIN REPAIR	0	0	0	0	**0**	0	0
4569		REPLACE STANDBY FEED-NTP	0	0	0	0	**0**	0	0
4589		AERATION SYSTEM SHEATH	0	0	0	0	**0**	0	0
4599		BELT PRESS REHAB	0	0	75,000	75,000	**0**	0	0
		SUBTOTAL	27,908	158,968	361,200	356,200	**7,274,100**	104,000	0
			TRANSFERS OUT						
4961		TRANSFER TO FLEET SERVICES	26,896	32,727	34,400	48,600	**48,000**	48,100	49,000
4962		TRANSFER TO IS	50,426	49,116	55,000	56,800	**59,200**	53,300	53,100
4964		TRANSFER TO ERF	18,900	16,500	16,500	16,500	**12,200**	15,100	15,400
		SUBTOTAL	96,222	98,343	105,900	121,900	**119,400**	116,500	117,500
		TOTAL FOR DEPARTMENT	3,483,937	3,794,524	4,113,400	4,299,200	**11,353,000**	4,132,700	4,095,600

Notes

4105 (1)	**PROF SERV DATA PROCESSING**				**4,100**
	1,600	OPERATOR 10-DATA SUPPORT	2,500	I-FIX SOFTWARE SUPPORT	
4107 (2)	**PROF SERV MEDICAL**		1,200	DRUG/ALCOHOL TESTING - CDL LICENSE	**1,200**
4110 (3)	**TECH. & CONSULT. SVCS.**				**25,300**
	14,500	SALT CREEK TMDL STUDY COMMITTEE	4,300	BIOMONITORING ANALYSIS	
	6,500	TESTING TO COMPLY WITH NPDES PERMIT			
4115 (4)	**COMMUNICATIONS-TELEPHONE**				**17,100**
	14,100	MONTHLY PHONE SERVICE	3,000	CELLULAR PHONES/PORT DEV	
4160 (5)	**PRINTING**		2,700	GENERAL PRINTING	**2,700**
4176 (6)	**PUBLIC UTIL. - SOLID WASTE**		171,000	SLUDGE DISP FEE - HAULING & DUMPING	**171,000**
4180 (7)	**REPAIRS & MAINTENANCE**				**119,100**
	10,400	OTHER REPAIRS & MAINTENANCE	2,900	REPAIR OF TRI-GAS METERS	
	1,800	MAINTENANCE/CALIBRATION LAB EQUIP	15,500	AUTH FACTORY REPAIR OF MAJOR EQUIP	
	5,200	BI-ANNUAL CALIBRATION & SERVICE	36,800	GROUND MAINTENANCE CONTRACT	
	5,700	REPAIR DOOR LOCKS, ETC	8,500	RAW PUMP REBUILD	
	15,000	HEATER FOR PRELIMIARY BLDGS	9,800	REPLACE DOORS & FRAMES	
	7,500	AIR HANDLER AND CONDENSER UNIT			
4190 (8)	**RENTAL EQUIPMENT**				**3,000**
	1,500	CRANE RNTL FOR LARGE EQUIP REMOVAL	1,500	DEIONIZED WATER SYSTEM (ANNUAL)	
4202 (9)	**CLEANING SUPPLIES**				**4,200**
	1,000	WATERLESS HAND CLEANER, HAND SOAP	1,000	MOPS, BUCKETS AND BUFFING PADS	
	1,400	WIPERS, CLOTH AND PAPER	800	WINDOW CLEANER, FLOOR SOAP & WAX	
4203 (10)	**CLOTHING SUPPLIES**				**12,400**
	6,450	UNIFORM RENTAL 17 (5 CHG /WK)	700	SUMMER TEE SHIRTS	
	2,250	SAFETY BOOTS 17 @ $125/YR	300	INSULATED GLOVES	
	1,800	WINTER OUTERWEAR	900	REPLACE RAIN GEAR & HIP BOOTS	
4205 (11)	**CHEMICALS**				**81,000**
	57,400	POLYMERS FOR SLUDGE DEWATERING	8,700	REAGENTS USED IN LABORATORY	
	10,300	CHLORINE FOR EFFLUENT DISINFECTION	4,600	SULFUR DIOXIDE FOR DECHLORINATION	
4207 (12)	**PUB. GRNDS.- MATL/SUPPLIES**		1,500	REPLACE TREES, SHRUBS & FLOWERS	**1,500**
4208 (13)	**BUILDING- MATL/SUPPLIES**		5,000	PAINT & SUPPLIES FOR MAINTENANCE	**5,000**
4299 (14)	**OTHER OPERATING SUPPLIES**				**136,200**
	1,300	TOOLS, HOSES, BROOMS, SHOVELS	5,000	CONTACT SETS FOR LRG HP MOTORS	
	1,800	PENETRANTS, SOLVENTS, DEGREASER,	2,900	REPLACE PARTS FOR VALVES	
		ENZYMES, AMMONIUM BICARBONATE	4,600	ELECTRICAL	
	16,700	REPLACE & REPAIR PRTS FOR MAJOR EQUIP	2,200	GASKET MATERIALS	
	2,100	WELDING & FLAME CUTTING SUPPLIES	8,400	ASSORTED NUTS, BOLTS & HARDWARE	
	3,000	SAMPLING CONTAINERS	10,000	REPLACE ELEMENTS FOR BLOWER INTAKES	
	5,800	SIGMA REPAIR PARTS FOR SAMPLER	2,000	REPLACE VARIOUS BLDG HEATERS - NTP	
	5,500	PRETREATMENT SOFTWARE	15,500	AEROBIC DIGESTER SUB PUMP	
	5,500	SODIUM HYPOCLORITE	8,500	REPL LIGHTING/FXTRS SLUDGE HNDL BLDG	
	4,000	BELT PRESS WASH BOX	2,500	SPECIFIC ION METER REPL	
	3,000	REPLACE CYANIDE HEATING UNITS	2,000	HIGH HEAD EJECTOR PUMP	
	1,300	COMPOSITE SAMPLERS	5,300	LAB GLASSWARE & EXPENDABLES	
	2,900	SAND FOR SLUDGE DRYING BEDS	6,500	REPLACE BLOWER INTAKE ELEMENTS	
	2,200	BATTERIES FOR STANDBY GENERATOR	2,900	TEST GASES/ELEMENTS FOR TRI-GAS METER	
	2,800	SELECTIVE ION PROCESS/LAMP			
4305 (15)	**EQUIPMENT**				
	12,500	UPGRADE CI2 & SO2 FEED SYSTEM	7,200	UPGRADE GAS SAFETY EQUIP - NTP	**39,700**
	4,500	REPLACE AUTOCLAE	8,000	UPGRADE GAS SAFETY EQUIP - NTP	
	7,500	REPLACE GLASSWARE WASHER			

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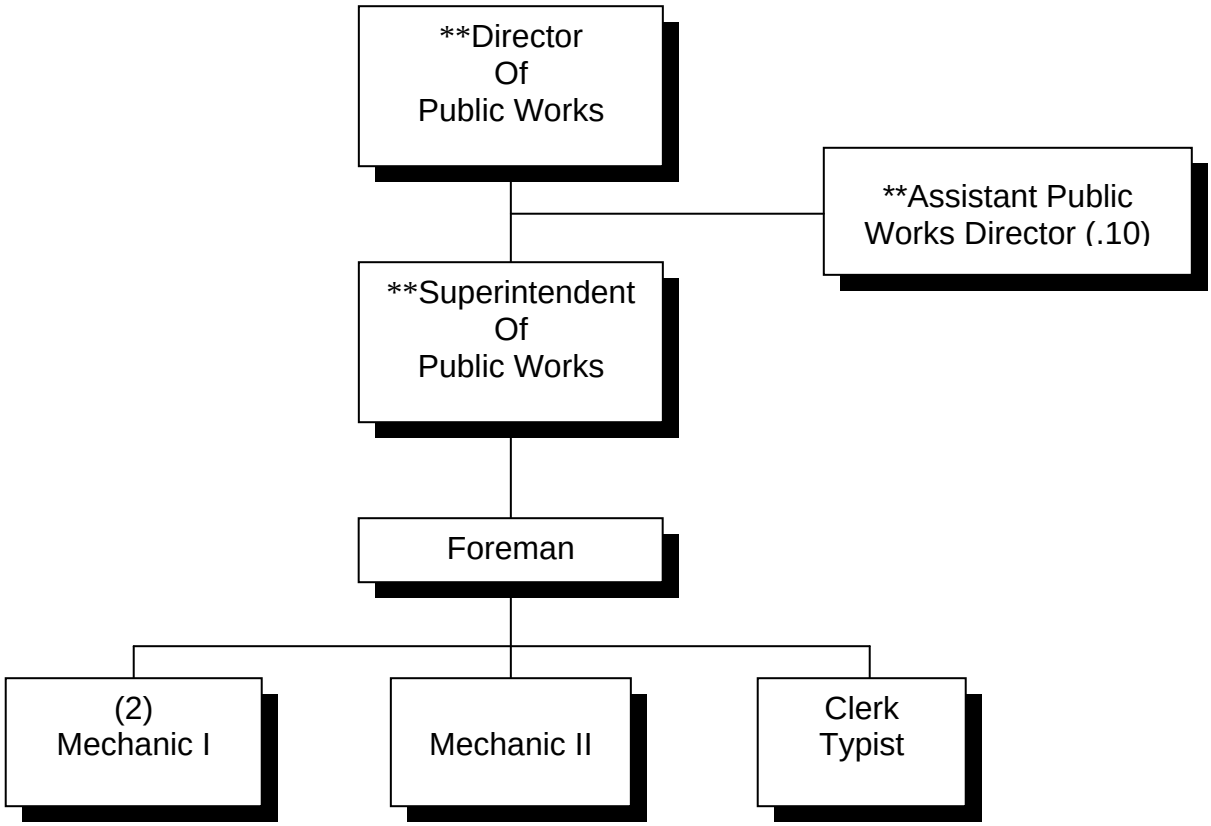
Organization Structure



**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 mechanics I and one mechanic II. The customers of Fleet Services are the vehicle and equipment users employed by all departments of the Village of Addison.

Mission Statement

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

DESCRIPTION OF DEPARTMENTAL ACTIVITIES

Core Services

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

Funded by charging for all services and goods provided to its customers. All rates are based on break-even (zero-profit) funding. Support services are provided for approximately 200 (two hundred) vehicles and other equipment owned by the Village of Addison. Additional vehicles and equipment owned by other taxing bodies within the Village of Addison receive fueling services.

Functions

- Manages the procurement of all Village vehicles to ensure cost effectiveness.
- Maintains a fleet replacement schedule to minimize ownership costs.
- Provides specifications for vehicle procurement in a manner which maximizes vehicle utilization.
- Provides a quality preventative maintenance program and schedule to ensure reduced operating costs.
- Provides a quality Vehicle and Equipment Repair Service.
- Provides efficient equipment utilization through reduction of equipment downtime.
- Participates in A.S.E. certification programs.
- Manages Village fuel purchase and usage.
- Manages Automated fuel dispensing for Village equipment and other designated entities, 24 hours a day, 7 days a week.
- Manages tire and parts inventory.
- Manages Vehicle Replacement Fund Recommendations and Internal Service Fund.
- Manages and maintains titles and license plates for all Fleet Vehicles.
- Manages vehicle and fleet equipment disposal.
- Assist the Risk Manager on insurance claims.

Narrative Cont.

- 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 2013-14 Key Objectives

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

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

Performance Measures

	FY11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$1,396,612	$1,415,200	$1,397,400
Number of Employees	5	5	5
Vehicles and Equipment	168	168	167
Outputs			
Number of Work Orders Completed	1,424	1,325	1,300
Gallons of Fuel Dispensed(Village Vehicles)	95,731.3	92,885.5	94,308.4
Effectiveness			
% Vehicles passing emissions on 1st test	100%	100%	100%
% PMs performed as scheduled	100%	100%	100%
% Mechanics hours billed to repairs	70%	68%	70%
Effectiveness			
Average Cost per Mile			
- Automobiles	$0.24	$0.36	$0.30
- Truck	$1.27	$1.05	$1.16
- Police (Marked Squads)	$0.64	$0.56	$0.60

FLEET SERVICES

Personnel Summary

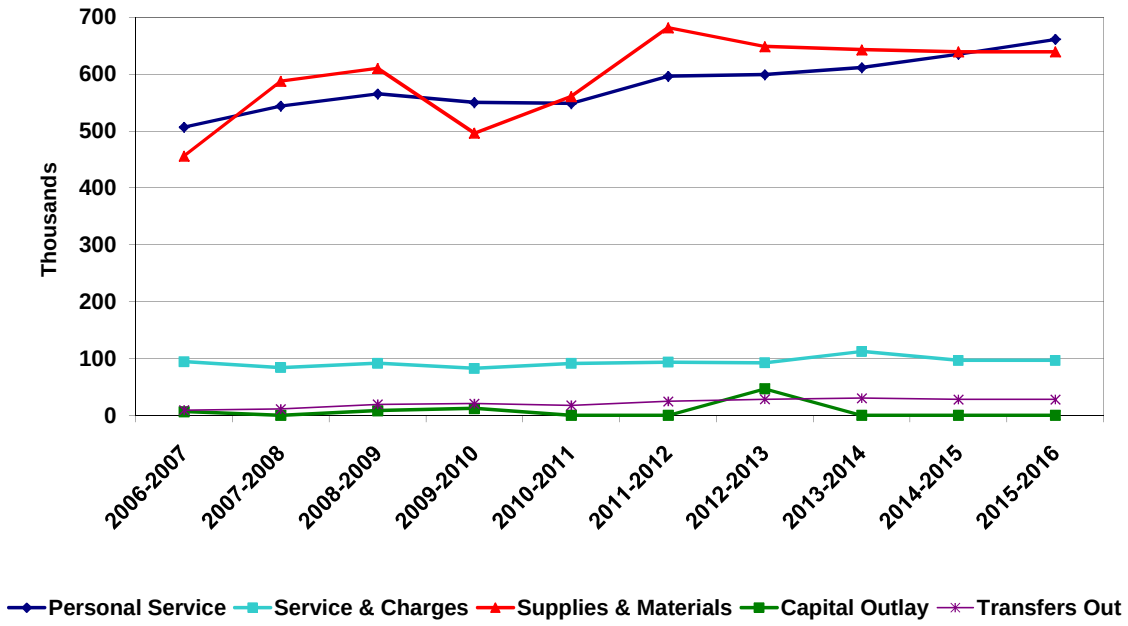
Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Foreman	1.00	1.00	1.00	1.00	1.00
Mechanic I	2.00	2.00	2.00	2.00	2.00
Mechanic II	1.00	1.00	1.00	1.00	1.00
Clerk Typist	1.00	1.00	1.00	1.00	1.00
Total Budgeted:	5.00	5.00	5.00	5.00	5.00

Authorized & Unbudgeted:
None

Total Authorized:	5.00

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	599,100	**611,600**	635,200	661,400
Services & Charges	92,300	**112,200**	96,500	96,500
Supplies & Materials	648,900	**643,300**	639,600	639,600
Capital Outlays	46,700	**0**	0	0
Transfers Out	28,200	**30,300**	27,800	27,800
Total	1,415,200	**1,397,400**	1,399,100	1,425,300



FLEET SERVICES (61) REVENUES

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9961	**REVENUES**							
		CHARGES FOR SERVICES						
3399	OTHER CHARGES	117,371	144,367	0	140,000	**0**	0	0
		MISCELLANEOUS REVENUES						
3813	REIMB- FEMA- FLOOD	2,568	(1,755)	0	0	**0**	0	0
3856	SALE - WASTE OIL	740	435	0	500	**0**	0	0
3867	COMPENSATION FOR LOSS	6,243	1,334	0	0	**0**	0	0
	SUBTOTAL	9,551	14	0	500	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3903	TRF FM-COMMUNITY RELATIONS	1,289	2,231	1,700	5,800	**5,700**	5,700	5,800
3904	TRF FM-BUILDING & GROUNDS	4,031	2,754	5,200	15,100	**14,900**	14,900	15,200
3905	TRF FM-POLICE	490,109	532,596	627,400	644,600	**636,300**	637,000	649,000
3906	TRF FM-COMMUNITY DEVELOP.	27,478	30,649	35,200	40,500	**39,900**	40,000	40,700
3907	TRF FM-ELECTRICAL/FORESTRY	76,758	123,504	98,300	160,100	**158,000**	158,200	161,100
3908	TRF FM-STREET	277,166	276,182	354,900	277,700	**274,100**	274,400	279,600
	SUBTOTAL - GENERAL FUND	876,831	967,916	1,122,700	1,143,800	**1,128,900**	1,130,200	1,151,400
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	100,439	127,998	128,600	105,400	**104,000**	104,200	106,100
3951	TRF FM-SEWER	106,995	135,184	137,000	118,000	**116,500**	116,600	118,800
3952	TRF FM-WATER POLL. CONTROL	26,895	32,727	34,400	48,600	**48,000**	48,100	49,000
	SUBTOTAL - W & S FUND	234,329	295,909	300,000	272,000	**268,500**	268,900	273,900
	TOTAL REVENUE	1,238,082	1,408,206	1,422,700	1,556,300	**1,397,400**	1,399,100	1,425,300

FLEET SERVICES (61)

Budget

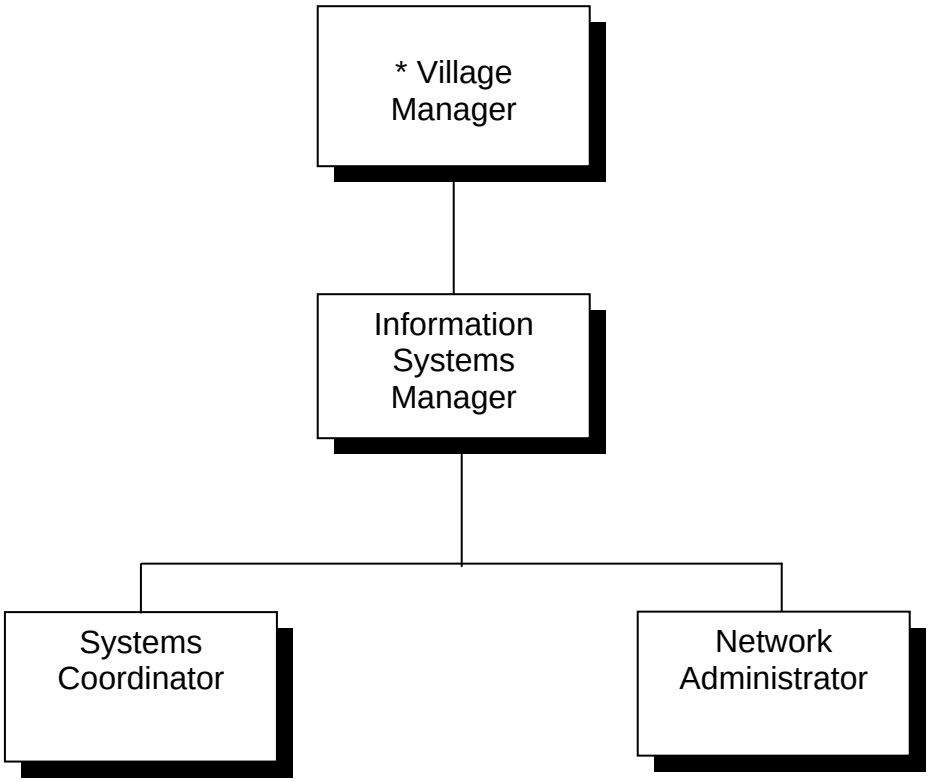
ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9961		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	88,485	91,803	93,000	97,900	**96,500**	99,400	102,400
4002		WAGES CLERICAL	49,110	57,035	52,800	48,300	**55,200**	56,800	58,500
4003		WAGES OPERATIONAL	219,991	228,129	233,500	237,600	**244,100**	251,400	259,000
4004		OVERTIME	12,493	10,432	20,000	24,000	**20,000**	20,000	20,000
4006		OTHER PAY	4,228	23,086	4,500	3,000	**5,000**	5,000	6,000
4009		IMRF	52,279	55,944	50,700	54,300	**53,800**	53,800	53,800
4010		SOCIAL SECURITY	29,676	31,618	31,700	32,100	**30,300**	31,200	32,200
4012		HOSPITALIZATION	81,620	88,218	92,800	91,500	**96,500**	107,200	118,900
4020		SICK PAY	9,918	9,511	9,000	9,800	**9,400**	9,600	9,800
4022		LIFE INSURANCE	656	624	1,100	600	**800**	800	800
		SUBTOTAL	548,456	596,400	589,100	599,100	**611,600**	635,200	661,400
			SERVICES & CHARGES						
4105	(1)	PROF SVCS.-DATA PROC	12,105	1,595	1,600	1,600	**1,600**	1,600	1,600
4107	(2)	PROF SVCS.-MEDICAL	985	217	1,300	500	**1,000**	1,000	1,000
4115		COMMUNICATIONS-TELEPHONE	852	869	1,000	900	**1,000**	1,000	1,000
4116		COMMUNICATIONS-PORT DEV	0	0	0	0	**100**	100	100
4117		COMMUNICATIONS-POSTAGE	31	41	200	0	**0**	0	0
4118		COPY/REPRODUCTION	551	566	400	400	**400**	400	400
4159		IRMA INSURANCE	26,200	33,100	38,000	33,000	**36,000**	36,000	36,000
4160		PRINTING	45	218	200	200	**200**	200	200
4161		PUBLICATION OF NOTICES	0	0	100	0	**100**	100	100
4163		CONFERENCES	180	200	500	500	**1,500**	500	500
4164		TRAINING	820	413	700	700	**1,700**	700	700
4176		PUB. UTIL. - SOLID WASTE	788	1,037	900	900	**900**	900	900
4180	(3)	REPAIRS & MAINTENANCE	35,492	36,692	46,200	46,200	**59,900**	46,200	46,200
4192		DUES & SUBSCRIPTIONS	296	5,515	400	0	**400**	400	400
4199	(4)	OTHER SERVICES & CHARGES	12,935	12,966	7,400	7,400	**7,400**	7,400	7,400
		SUBTOTAL	91,280	93,429	98,900	92,300	**112,200**	96,500	96,500
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	481	1,058	800	800	**800**	800	800
4203	(5)	CLOTHING SUPPLIES	2,098	2,041	2,700	2,700	**2,700**	2,700	2,700
4204		MOTOR FUEL & LUBRICANTS	399,286	475,834	455,000	455,000	**455,000**	455,000	455,000
4209		MOTOR VEH. MATL/SUPPLIES	151,223	173,971	153,200	153,200	**153,200**	153,200	153,200
4290		EMERGENCY OPERATIONS	0	0	0	9,300	**0**	0	0
4299	(6)	OTHER OPERATING SUPPLIES	7,838	29,255	27,900	27,900	**31,600**	27,900	27,900
		SUBTOTAL	560,926	682,159	639,600	648,900	**643,300**	639,600	639,600
			CAPITAL OUTLAYS						
4304		EQUIPMENT	0	0	67,700	46,700	**0**	0	0
			TRANSFERS OUT						
4962		TRANSFER TO IS	12,100	20,224	22,600	23,400	**24,400**	21,900	21,900
4964		TRANSFER TO ERF	5,300	4,400	4,800	4,800	**5,900**	5,900	5,900
		SUBTOTAL	17,400	24,624	27,400	28,200	**30,300**	27,800	27,800
		TOTAL EXPENSES	1,218,062	1,396,612	1,422,700	1,415,200	**1,397,400**	1,399,100	1,425,300

FLEET SERVICES

Notes

4105	**(1)**	**PROF SERV DATA PROCESSING**			**1,600**
	1,600	UPDATE CFA SUBS & TELE CONS			
4107	**(2)**	**PROF SERV MEDICAL**			**1,000**
	200	DRUG & ALCOHOL SCREEN FOR CDL'S	300	PRESCRIPTION SAFETY GLASSES	
	150	RESPIRATOR USE - MEDICAL EVAL	350	HEARING TESTS	
4180	**(3)**	**REPAIRS & MAINTENANCE**			**59,900**
	43,100	GENERAL REPAIRS	3,100	UST TANK TIGHTNESS TEST	
	9,000	JEFFERY FUEL SYSTEM MNTC	4,700	VILLA FUEL SYSTEM MNTC	
4199	**(4)**	**OTHER SERVICES AND CHARGES**			**7,400**
	2,400	CDL'S, LICENSE PLATES AND REG.	3,000	FUEL SYSTEM AND COMPUTER SVC	
	2,000	HOIST AND COMPRESSOR INSP/REP			
4203	**(5)**	**CLOTHING SUPPLIES**			**2,700**
	1,300	UNIFORMS	400	WINTERWEAR	
	500	4 PAIRS OF BOOTS @ $125	100	RAGS	
	160	T-SHIRTS	240	GLOVES & SAFETY EQUIPMENT	
4299	**(6)**	**OTHER OPERATING SUPPLIES**			**31,600**
	27,900	OIL DRY, SOAP, WRENCH REPLACEMENTS, SPECIALTY TOOLS, SAFETY EQUIPMENT, WELDING SUPPLIES, CUTTING & GRINDING BLADES, WHEELS, ETC.			
	1,500	TIRE MONITOR	2,200	BULK FUEL TRANSFERS	

Organization Structure



* Not charged to this budget

INFORMATION SYSTEMS

Narrative

Description of Departmental Activities

The Information Systems 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 systems including the Village's computer network, telephone system, software and hardware maintenance, coordination with outside vendors for software and hardware maintenance / upgrades / service provision not otherwise provided by this department.

Data Processing

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

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

FY 2013-14 Key Objectives

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

1. Improve employee efficiency.
   - Replace laptop computers (on an as needed basis) or with Ipads.
   - Continue to enhance the paperless office concept.
   - Increase usage of the internet as a tool.
   - Foster growth of the G.I.S. system.
   - Continue desktop replacement program.

2. Improve hardware efficiency
   - Replace antiquated servers. Using consolidation and virtualization.
   - Upgrade back-up software to a hardware device.
   - Continue 3 year desktop replacement program.

Narrative Cont.

FY 2013-14 Key Objectives (Cont.)

3. Improve system security
   - Continue research of off site “data vault” backups of critical data.
   - Continue off site “data vault” backup of IDC software.
   - Enforce employee PC usage policy.

4. Improve service to stakeholders

   - Include work order system for service requests in new Finance package
   - Continue training for IS staff.
   - Maintain existing service contracts.
   - Strive to standardize hardware and software configurations.
   - Begin development of department operational manual.

Performance Measures

	FY 11-12 ACTUAL	FY 12-13 ESTIMATE	FY 13-14 PROJECTION
Inputs			
Direct Expenditures	$853,200	$994,600	$1,122,200
Number of Employees	3	3	3
Outputs			
Workstations administered	177	180	184
Laptops administered	45	42	37
Printers administered	66	66	66
Servers administered	19	16	19
LAN/WAN Hardware administered	22	26	26
Efficiency			
Percentage of time servers are available	99.99%	99.99%	99.99%
Number of Vendor service calls	27	36	30
Percent work hours systems operational	99.99%	99.99%	99.99%

INFORMATION SYSTEMS

Personnel Summary

Position Title	Current Authorized	Fiscal Year 2012-2013	Fiscal Year 2013-2014	Fiscal Year 2014-2015	Fiscal Year 2015-2016
Authorized & Budgeted:					
Information Systems Manager	1.00	1.00	1.00	1.00	1.00
Systems Coordinator	1.00	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	0.20	0.20	0.20	0.20	0.20
Total Budgeted:	3.20	3.20	3.20	3.20	3.20
Authorized & Unbudgeted:					
GIS Administrator	1.00				
Total Authorized:	4.20				

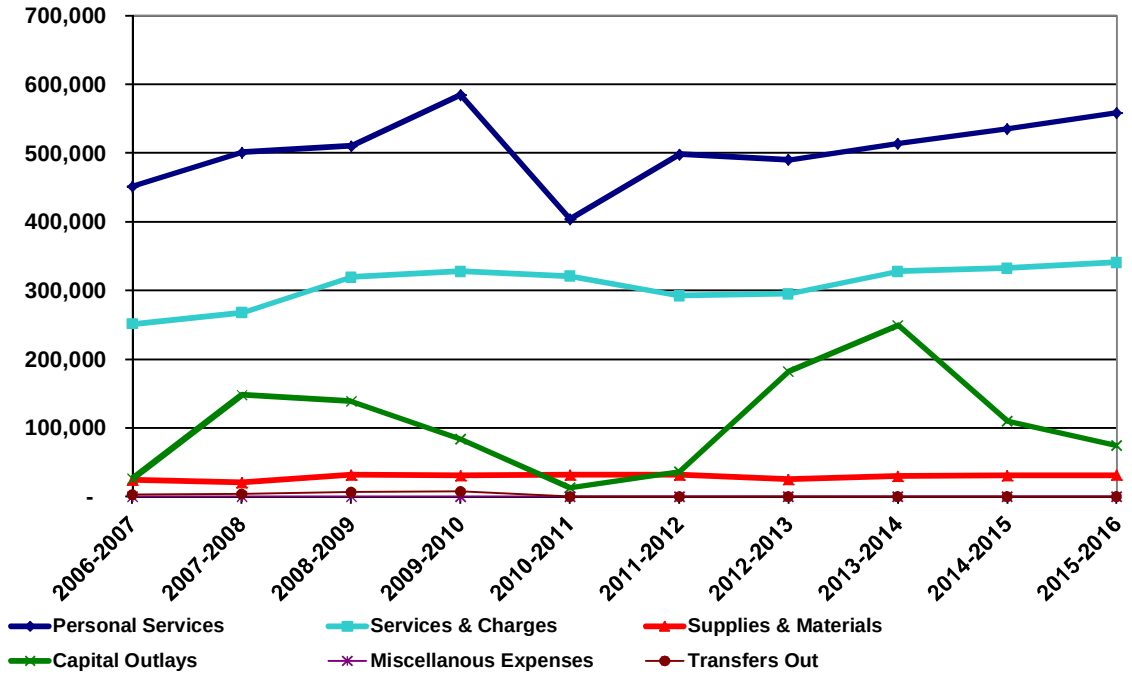
Note: Page 27 summarizes Employee Allocation Between Departments

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 SYSTEMS

Expenditure Summary

Operating Expenditures	2012-2013 Estimate	**2013-2014 Budget**	2014-2015 Budget	2015-2016 Budget
Personal Services	490,400	**514,200**	535,900	559,100
Services & Charges	295,800	**328,200**	333,000	340,800
Supplies & Materials	25,700	**29,800**	30,700	31,600
Capital Outlays	182,700	**250,000**	110,000	75,000
Transfers Out	0	**0**	0	0
Total	994,600	**1,122,200**	1,009,600	1,006,500



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 SYSTEMS (62) REVENUES

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9962	**REVENUES**							
		MISCELLANEOUS REVENUES						
3813	REIMB-FEMA-FLOOD	97	0	0	0	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3901	TRF FM-ADMINISTRATION	145,345	141,571	158,500	163,800	**170,800**	153,600	153,200
3902	TRF FM-FINANCE	68,223	66,452	74,400	76,900	**80,200**	72,100	71,900
3903	TRF FM-COMMUNITY RELATIONS	17,797	14,446	16,200	16,700	**17,400**	15,700	15,600
3904	TRF FM-BUILDING & GROUNDS	8,899	8,668	9,700	10,000	**10,500**	9,400	9,400
3905	TRF FM-POLICE	313,102	303,366	339,600	351,100	**432,200**	388,800	387,500
3906	TRF FM-COMMUNITY DEVELOP.	94,919	92,454	103,400	107,000	**111,500**	100,300	100,000
3907	TRF FM-ELECTRICAL/FORESTRY	5,932	5,778	6,500	6,700	**7,000**	6,300	6,300
3908	TRF FM-STREET	32,629	31,782	35,600	36,800	**38,300**	34,500	34,400
3909	TRF FM-HHRC	56,358	54,895	61,500	63,500	**66,200**	59,600	59,400
39XX	TRF FM - CONSOLID. DISPATCH	0	0	25,000	25,000	**45,300**	40,800	40,600
	SUBTOTAL - GENERAL FUND	743,204	719,412	830,400	857,500	**979,400**	881,100	878,300
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	32,629	31,781	35,600	36,800	**38,300**	34,500	34,400
3951	TRF FM-SEWER	17,797	17,335	19,400	20,100	**20,900**	18,800	18,800
3952	TRF FM-WATER POLL. CONTROL	50,426	49,116	55,000	56,800	**59,200**	53,300	53,100
	SUBTOTAL - W & S FUND	100,852	98,232	110,000	113,700	**118,400**	106,600	106,300
		TRANSFERS IN - FLEET SERVICES FUND						
3961	TRF FM - FLEET SERVICES	12,100	20,224	22,600	23,400	**24,400**	21,900	21,900
	TOTAL REVENUE	856,253	837,868	963,000	994,600	**1,122,200**	1,009,600	1,006,500

INFORMATION SYSTEMS (62)

Budget

ACCT. NO.		ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9962		**EXPENSES**							
			PERSONAL SERVICES						
4001		SALARIES - ADMINISTRATIVE	286,194	320,185	318,000	340,700	**350,500**	361,500	372,900
4002		WAGES CLERICAL	(13,968)	22,089	0	0	**0**	0	0
4006		OTHER PAY	7,398	22,089	7,900	7,700	**7,900**	7,900	7,900
4009		IMRF	41,651	44,628	40,500	44,200	**48,300**	49,800	51,400
4010		SOCIAL SECURITY	23,504	24,509	25,400	26,400	**27,800**	28,600	29,500
4012		HOSPITALIZATION	53,229	62,681	68,200	66,400	**74,700**	82,900	92,100
4020		SICK PAY	5,985	1,876	6,000	4,400	**4,200**	4,400	4,500
4022		LIFE INSURANCE	624	624	900	600	**800**	800	800
		SUBTOTAL	404,617	498,681	466,900	490,400	**514,200**	535,900	559,100
			SERVICES & CHARGES						
4105	(1)	PROF SVCS.-DATA PROCESSING	168,092	130,593	152,200	142,500	**156,700**	161,400	166,200
4110	(2)	TECH. & CONSULT. SVCS.	52,871	48,689	31,200	31,200	**34,700**	35,700	36,800
4115	(3)	COMMUNICATIONS-TELEPHONE	68,484	70,853	61,900	75,500	**68,000**	64,000	64,000
4116	(4)	COMMUNICATIONS-PORTABLE DI	0	0	0	3,200	**7,700**	9,300	9,600
4117		COMMUNICATIONS-POSTAGE	0	0	200	0	**200**	200	200
4118		COPY/REPRODUCTION	506	684	200	300	**600**	600	600
4159		IRMA INSURANCE	8,800	9,760	12,000	7,400	**8,200**	8,200	8,200
4160		PRINTING	0	0	200	0	**200**	200	200
4161		PUBLICATION OF NOTICES	0	0	200	0	**200**	200	200
4163		CONFERENCES	0	79	0	0	**0**	0	0
4164		TRAINING	0	0	0	0	**0**	0	0
4180	(5)	REPAIRS & MAINTENANCE	22,223	31,963	30,000	35,000	**51,000**	52,500	54,100
4190		RENTAL - EQUIPMENT	0	0	0	0	**0**	0	0
4192	(6)	DUES/SUBSCRIPTIONS	120	61	700	700	**700**	700	700
4199		OTHER SERVICES & CHARGES	0	0	0	0	**0**	0	0
		SUBTOTAL	321,096	292,682	288,800	295,800	**328,200**	333,000	340,800
			SUPPLIES & MATERIALS						
4201		OFFICE SUPPLIES	70	2,424	500	200	**500**	500	500
4203		CLOTHING SUPPLIES	130	0	0	0	**0**	0	0
4299	(7)	OTHER OPERATING SUPPLIES	31,674	29,244	28,500	25,500	**29,300**	30,200	31,100
		SUBTOTAL	31,874	31,668	29,000	25,700	**29,800**	30,700	31,600
			CAPITAL OUTLAYS						
4304	(8)	EQUIPMENT	13,079	36,899	178,300	182,700	**250,000**	110,000	75,000
		TOTAL EXPENSES	770,666	859,930	963,000	994,600	**1,122,200**	1,009,600	1,006,500

INFORMATION SYSTEMS

Notes

4105	**(1)**	**PROF SERV DATA PROCESSING**			**156,700**
	73,000	IDC SOFTWARE LICENSE	4,700	IDC DATA VAULT BACKUP	
	15,500	NOVELL SOFTWARE LICENSE	29,900	MICROSOFT LICENSING	
	4,500	VERITAS MAINTENANCE	10,200	LASERFICHE SOFTWARE MAINTENANCE	
	13,000	ESRI ARCVIEW MAINTENANCE	5,900	POSTINI MAIL FILTERING MAINT	
4110	**(2)**	**TECH. & CONSULT. SVCS.**			**34,700**
	3,500	EXTREME/CISCO SUPPORT	10,000	CONSULTING, GIS	
	5,000	PHONE SYSTEM	16,200	CONSULTING, FIREWALL	
4115	**(3)**	**COMMUNICATIONS-TELEPHONE**			**68,000**
	65,100	CIRCUITS, DATA, PHONE, INTERNET	2,900	CELL PHONES - IS STAFF	
4116	**(4)**	**COMMUNICATIONS - PORTABLE DEVICES**			**7,700**
	3,600	TABLET TYPE DEVICE	4,100	IPAD STANDARD	
4180	**(5)**	**REPAIRS & MAINTENANCE**			**51,000**
	4,700	UPS MAINTENANCE	4,100	SERVER MAINTENANCE	
	2,900	ACTIVE VOICE MAINTENANCE	10,200	PHONE SYSTEM MAINTENANCE	
	6,000	PRINTER MAINTENANCE	3,100	PC REPLACEMENT PARTS	
	10,000	ACDC PORTAL MAINTENANCE	10,000	POWER DMS MAINTENANCE	
4192	**(6)**	**DUES/SUBSCRIPTIONS**			**700**
	250	GIS REFERENCE MATERIAL	200	MISC REFERENCE MATERIAL	
	250	NOVELL REFERENCE MATERIAL			
4299	**(7)**	**OTHER OPERATING SUPPLIES**			**29,300**
	7,600	BACKUP MEDIA	1,000	MISC TOOLS	
	11,000	TONER CARTRIDGES	5,500	PLOTTER CARTRIDGES, PAPER	
	4,200	HARD DRIVES (SERVERS)			
4304	**(8)**	**EQUIPMENT**			**250,000**
	25,000	WORKSTATION REPLACEMENT	100,000	SAN/BACKUP	
	55,000	SERVER REPLACMENT	70,000	LAN UPGRADE	

EQUIPMENT REPLACEMENT FUND (ERF)

Narrative

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

EQUIPMENT REPLACEMENT (ERF) FUND

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9964	**REVENUES**							
		INTEREST INCOME						
3510	INVESTMENT INTEREST	10,295	4,811	0	8,100	**0**	0	0
		MISCELLANEOUS REVENUES						
3853	AUCTION/SALE CAPITAL ASSETS	71,734	68,038	0	69,700	**0**	0	0
3861	CONTRIBUTED CAPITAL	11,752	0	0	0	**0**	0	0
3869	IRMA COMP FOR LOSS	13,397	15,819	0	0	**0**	0	0
3870	GAIN ON SALE OF FIXED ASSETS	(37,527)	(6,860)	0	0	**0**	0	0
3875	GAIN/LOSS SALE OF INVEST	(1,904)	0	0	0	**0**	0	0
3988	MISCELLANEOUS REVENUES	0	0	0	0	**0**	0	0
	SUBTOTAL - MISC. REVENUES	57,452	76,997	0	69,700	**0**	0	0
		TRANSFERS IN - GENERAL FUND						
3903	TRF FM-COMMUNITY RELATIONS	1,400	1,400	1,400	1,400	**2,700**	2,700	2,700
3904	TRF FM-BUILDING & GROUNDS	6,100	11,100	8,600	8,600	**2,800**	2,800	2,800
3905	TRF FM-POLICE	196,300	203,000	121,400	121,400	**147,000**	139,100	145,300
3906	TRF FM-COMMUNITY DEVELOP.	19,100	18,700	23,500	23,500	**18,500**	18,800	20,100
3907	TRF FM-ELECTRICAL/FORESTRY	60,500	86,600	90,800	90,800	**65,000**	62,700	65,600
3908	TRF FM-STREET	181,700	207,500	225,500	225,500	**201,100**	206,500	189,900
	SUBTOTAL - GENERAL FUND	465,100	528,300	471,200	471,200	**437,100**	432,600	426,400
		TRANSFERS IN - WATER & SEWER FUND						
3950	TRF FM-WATER	87,700	92,300	81,600	81,600	**72,800**	79,200	63,900
3951	TRF FM-SEWER	75,800	94,900	133,800	133,800	**132,000**	94,000	90,200
3952	TRF FM-WATER POLL. CONTRL	18,900	16,500	16,500	16,500	**12,200**	15,100	15,400
	SUBTOTAL - W & S FUND	182,400	203,700	231,900	231,900	**217,000**	188,300	169,500
		TRANSFERS IN - FLEET SERVICES & INFORMATION SYSTEMS						
3961	TRF FM-FLEET SERVICES	5,300	4,400	4,800	4,800	**5,900**	5,900	5,900
3962	TRF FM-INFORM. SYSTEMS	0	0	0	0	**0**	0	0
	SUBTOTAL - FLEET SER. & IS	5,300	4,400	4,800	4,800	**5,900**	5,900	5,900
	TOTAL REVENUE	720,547	818,208	707,900	785,700	**660,000**	626,800	601,800

EQUIPMENT REPLACEMENT (ERF) FUND

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9964	**EXPENSES**							
		CAPITAL OUTLAYS - GENERAL FUND						
4341	ERF EQUIP-FINANCE	0	0	0	0	**0**	0	0
4342	ERF EQUIP-COMM RELATIONS	0	0	0	0	**0**	0	0
4343	ERF EQUIP-BUILDING & GROUNDS	0	0	0	0	**0**	0	40,000
4344	ERF EQUIP-POLICE	242,666	243,996	81,500	105,500	**24,000**	84,000	125,000
4345	ERF EQUIP-COMM DEVELOP.	0	0	0	0	**22,000**	45,000	46,000
4346	ERF EQUIP-ELECT/FORESTRY	162,236	0	70,000	70,000	**178,000**	20,000	130,000
4347	ERF EQUIP-STREET	0	151,192	300,000	300,000	**110,000**	250,000	190,000
	SUBTOTAL - GENERAL FUND	404,902	395,188	451,500	475,500	**334,000**	399,000	531,000
		CAPITAL OUTLAYS - WATER & SEWER FUND						
4350	ERF EQUIP-WATER	12,725	103,240	20,000	21,200	**0**	230,000	0
4351	ERF EQUIP-SEWER	0	124,481	0	0	**430,000**	74,000	30,000
4352	ERF EQUIP-WATER POL. CTRL	0	0	100,000	100,000	**0**	20,000	20,000
	SUBTOTAL - W & S FUND	12,725	227,721	120,000	121,200	**430,000**	324,000	50,000
		CAPITAL OUTLAYS - FLEET SERVICES						
4361	ERF EQUIP-FLEET SERVICES	0	0	0	0	**0**	0	0
	TOTAL EXPENSES	417,627	622,909	571,500	596,700	**764,000**	723,000	581,000
	WORKING CASH, BEGINNING	4,302,624	4,605,544		4,800,843	**4,989,843**	4,885,843	4,789,643
	REV. OVER (UNDER) EXP.	302,920	195,299	136,400	189,000	**(104,000)**	(96,200)	20,800
	WORKING CASH, ENDING	4,605,544	4,800,843		4,989,843	**4,885,843**	4,789,643	4,810,443

EQUIPMENT REPLACEMENT (ERF) FUND

Notes

Revenues

3900 Transfers In

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

Expenditures

4300 Capital Outlays

GENERAL FUND REPLACEMENTS

Police	343	2009 Chevy Impala Replace with Tahoe	$24,000
Com Dev	T-7	2003 Chevy S10	$22,000
E & F	T-11	1987 Intternational 4900	$85,000
E & F	E-30	2002 JB Enterprise 6x10 Trailer	$5,000
E & F	E-31	1988 Agrotec Sprayer	$3,000
E & F	E-48	2003 Verneer Chipper	$85,000
Street	T-23	2001 DynaPac Roller	$40,000
Street	E-97	1997 Maudlin Paver	$70,000
		TOTAL GENERAL FUND	**$334,000**

WATER/SEWER REPLACEMENTS

Sewer	T-33	2005 Int'l Vactor	$350,000
Sewer	T-59	1992 Case Skid Steer	$80,000
		TOTAL WATER/SEWER	**$430,000**

TOTAL EXPENDITURES **$764,000**

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 was rated "AAA" by Fitch early in 2010 and the rating was reaffirmed with all subsequent issuances. Standard & Poor's upgraded the Village to an "AA+" in June, 2008 and the rating was reaffirmed with all subsequent issuances. Both rating agencies cited the steady growth in the Village's tax base, and a solid track record of financial operations, and supporting revenue raising flexibility. These higher bond ratings improve the marketability of future debt issuance and provide lower interest rate costs to the Village.

In 1991 the Village borrowed funds from the State of Illinois Environmental Protection Agency (IEPA) for construction of the Neva Byron Sewer. This is due to be paid off in FY 2013. The Village is submitting the application for a new IEPA loan with the debt service payments expected to begin in 2013-14.

In 1997 the Village refunded a majority portion of the 1995 bond issue. The 1995 issue was for $8.5 million of general obligation bonds to be financed with the ¼% Sales Tax Increment authorized by the Village Board. It was issued for redevelopment purposes. The 1997 issue has been totally refunded by the 2004 and 2005 issues.

In 1998 the Village issued $10.0 million of general obligation debt to be financed with the remaining portion of the additional 1/4% Sales Tax Increment. The proceeds of these bonds were used to construct a new Village Hall and renovate the existing police facility. This bond was refunded with the 2008 bond issue.

In 2002 the Village refunded a majority portion of the 1996 bond issue. This bond is paid for with part of the ¼% Sales Tax Increment.

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

In 2004 the Village refunded $2,500,000 of the 1997 General Obligation Bond. The bond will be paid with part of the ¼% Sales Tax Increment that was established to fund the 1997 issue it is refunding.

In 2005 the Village refunded $3,020,000 of the 1997 General Obligation Bond. The bond will be paid with part of the ¼% Sales Tax Increment that was established to fund the 1997 issue it is refunding.

In 2006 the Village refunded the 2005 issue with the $3,075,000 General Obligation Refunding Bonds Series 2006A. This bond will be paid with part of the ¼% Sales Tax Increment that was established to fund the 1995 issue that the 1997 and 2005 issues partially refunded.

In 2006 the Village refunded the 2004A issue with $2,375,000 Taxable General Obligation Bonds, Series 2006B. This bond will be paid with part of the ¼% Sales Tax Increment that was established to fund the 1997 issue that the 2004A issue partially refunded.

In 2006 the Village issued $6,100,000 General Obligation Bonds, Series 2006C. This issue is for the construction of a new Library. This bond will be paid with part of the ¼% Sales Tax Increment that is available now that the 1995 and 1997 issues have been refunded and restructured.

In 2007 the Village issued $6,900,000 General Obligation Bonds, Series 2007. This issue is for the construction of a new Library. This bond will be paid with part of the ¼% Sales Tax Increment that is available now that the 1995 and 1997 issues have been refunded and restructured.

In 2008 the Village issued $6,015,000 General Obligation Refunding Bonds Series 2008. This issue is to refund the remaining portion of the 1998 General Obligation Bond. This bond will be paid with part of the ¼% Sales Tax Increment that was established to fund the 1998 issue.

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

In 2011 the Village issued $2,835,000 General Obligation Refunding Bonds Series 2011. This issue is to refund the remaining portion of the 2002 General Obligation Refunding Bond. This bond is paid for with part of the ¼% Sales Tax Increment.

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

Debt Schedules

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

DEBT SERVICE (92)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9992	**REVENUES**							
		TAXES						
3001	PROPERTY TAXES	691,291	931,469	853,513	950,471	**894,663**	897,188	898,723
3005	REPLACEMENT TAXES	53,524	48,284	35,500	27,189	**35,500**	35,500	35,500
3031	SALES TAX INCREMENT	1,531,465	1,617,265	1,671,700	1,595,000	**1,657,800**	1,712,100	1,767,800
	SUBTOTAL	2,276,280	2,597,018	2,560,713	2,572,660	**2,587,963**	2,644,788	2,702,023
		INTEREST INCOME						
3510	INVESTMENT INTEREST	1,458	466	1,000	1,200	**1,000**	1,000	1,000
3520	INT ON PROPERTY TAX	27	4	0	0	**0**	0	0
	SUBTOTAL	1,485	470	1,000	1,200	**1,000**	1,000	1,000
		BOND RECEIPTS						
3710	BOND PROCEEDS	0	4,376,797	0	0	**0**	0	0
3711	PREMIUM (DISC)BOND ISSUAN(	0	310,434	0	0	**0**	0	0
3715	PAYMT TO ESCROW AGENT	0	(4,665,177)	0	0	**0**	0	0
3718	EXCESS - COST OF BOND ISSU	0	0	0	0	**0**	0	0
	SUBTOTAL	0	22,054	0	0	**0**	0	0
		MISCELLANEOUS REVENUES						
3718	EXCESS- COST OF BOND ISSUE	0	0	0	0	**0**	0	0
3899	MISCELLANEOUS REVENUES	991	464	0	0	0	0	0
	SUBTOTAL	991	464	0	0	0	0	0
		TRANSFERS IN						
3944	TRANSFER FROM PUB BLDG	1,400,000	1,400,000	1,300,000	1,300,000	**1,300,000**	1,300,000	1,300,000
	TOTAL REVENUES	3,678,756	4,020,006	3,861,713	3,873,860	**3,888,963**	3,945,788	4,003,023
9992	**EXPENDITURES**							
		DEBT SERVICE						
4707	FISCAL CHARGES	4,840	4,919	10,000	3,677	**10,000**	10,000	10,000
4712	NEVA-BYRON LOAN - PRIN.	368,683	382,037	196,177	196,177	**0**	0	0
4713	NEVA-BYRON LOAN - INT.	30,714	17,360	3,521	3,521	**0**	0	0
47XX	NEW EPA LOAN	0	0	0	0	**0**	400,000	400,000
4722	2002 G.O. REFD PRINCIPAL	330,000	380,000	0	0	**0**	0	0
4723	2002 G.O. REFD INTEREST	146,380	74,280	0	0	**0**	0	0
4724	2004 G.O. PRINCIPAL	181,845	187,649	500,000	500,000	**0**	0	0
4725	2004 G.O. INTEREST	83,576	77,213	18,000	18,000	**0**	0	0
4726	2004A G.O. PRINCIPAL	0	0	0	0	**0**	0	0
4727	2004A G.O. INTEREST	0	0	0	0	**0**	0	0
4730	2006A G.O. REFD (05) PRINC	0	130,000	150,000	150,000	**160,000**	160,000	165,000
4731	2006A G.O. REFD (05) INT	126,673	126,673	121,863	121,863	**116,312**	110,313	104,312
4732	2006B G.O. REFD (04A) PRINC	600,000	520,000	0	0	**0**	0	0
4733	2006B G.O. REFD (04A) INT	58,904	27,404	0	0	**0**	0	0
4734	2006C G.O. LIB BONDS PRINC	0	0	280,000	280,000	**300,000**	320,000	345,000
4735	2006C G.O. LIB BONDS INT	268,127	268,128	268,128	268,128	**257,348**	245,798	233,478
4736	2007 G.O. LIB BONDS PRINC	0	0	245,000	245,000	**260,000**	285,000	305,000
4737	2007 G.O. LIB BONDS INT	237,894	237,894	237,894	237,894	**228,400**	218,325	207,281

DEBT SERVICE (92)

Budget Cont.

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9992	**EXPENDITURES**							
		DEBT SERVICE (CONT.)						
4738	2008 G.O. REF 1998 PRINC	350,000	335,000	325,000	325,000	**265,000**	300,000	340,000
4739	2008 G.O. REF 1998 INT	244,588	233,213	222,325	222,325	**210,950**	201,675	190,800
4740	2010 G.O. BOND PRINC	0	60,000	125,000	125,000	**125,000**	130,000	135,000
4741	2010 G.O. BOND INT	0	178,998	138,338	138,338	**136,963**	135,088	132,423
4742	2011 G.O. REF 2002 PRINC	0	0	405,000	405,000	**510,000**	495,000	485,000
4743	2011 G.O. REF 2002 INT	0	0	103,781	103,782	**77,200**	67,000	52,150
4744	2012 G.O. REF 2004 PRINC	0	0	0	0	**530,000**	540,000	550,000
4745	2012 G.O. REF 2004 INT	0	0	72,175	72,175	**102,700**	92,100	81,300
	SUBTOTAL	3,032,224	3,240,768	3,422,202	3,415,880	**3,289,872**	3,710,298	3,736,743
4885	COST OF ISSUANCE - BONDS	0	107,571					
		TRANSFERS OUT						
4910	TRANSFER TO GENERAL	0	0	0	0	**0**	100,000	300,000
4925	TRANSFER TO MFT	202,861		0	0	**0**	170,000	0
4940	TRANSFER TO CAPITAL PROJ	0	0	0	0	**0**	0	0
4964	TRANSFER TO EQUIP REPL	0	202,431	0	0	**0**	0	0
4950	TRANSFER TO WATER & SEWE	217,730	217,270	0	0	**600,000**	0	0
	SUBTOTAL	420,591	419,701	0	0	**600,000**	270,000	300,000
	TOTAL EXPENDITURES	3,452,815	3,768,040	3,422,202	3,415,880	**3,889,872**	3,980,298	4,036,743
	FUND BALANCE, BEGINNING	841,797	1,067,738		1,319,704	**1,777,684**	1,776,775	1,742,264
	REV. OVER (UNDER) EXP.	225,941	251,966	439,511	457,980	**(910)**	(34,511)	(33,721)
	FUND BALANCE, ENDING	1,067,738	1,319,704		1,777,684	**1,776,775**	1,742,264	1,708,544

DEBT SERVICE TO MATURITY

Fiscal year Ending	GENERAL OBLIGATION BONDS			ILLINOIS EPA LOAN		
April 30,	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
2014	2,150,000	1,129,872	3,279,872	-	-	-
2015	2,230,000	1,070,298	3,300,298	-	-	-
2016	2,325,000	1,001,743	3,326,743	-	-	-
2017	2,430,000	922,650	3,352,650	-	-	-
2018	2,550,000	833,183	3,383,183	-	-	-
2019	2,645,000	739,096	3,384,096	-	-	-
2020	2,780,000	631,720	3,411,720	-	-	-
2021	2,270,000	525,169	2,795,169	-	-	-
2022	1,335,000	426,073	1,761,073	-	-	-
2023	1,415,000	373,698	1,788,698	-	-	-
2024	1,500,000	317,813	1,817,813	-	-	-
2025	1,580,000	257,135	1,837,135	-	-	-
2026	1,665,000	192,685	1,857,685	-	-	-
2027	1,745,000	124,738	1,869,738	-	-	-
2028	230,000	53,530	283,530	-	-	-
2029	245,000	41,340	286,340	-	-	-
2030	260,000	28,355	288,355	-	-	-
2031	275,000	14,575	289,575	-	-	-
BALANCE	**29,630,000**	**8,683,671**	**38,313,671**	**0**	**0**	**0**

GENERAL OBLIGATION BOND DEBT ISSUE PAYMENT SCHEDULES

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2013-14	265,000	210,950	475,950
FY 2014-15	300,000	201,675	501,675
FY 2015-16	340,000	190,800	530,800
FY 2016-17	385,000	178,050	563,050
FY 2017-18	435,000	162,650	597,650
FY 2018-19	920,000	145,250	1,065,250
FY 2019-20	975,000	99,250	1,074,250
FY 2020-21	1,010,000	50,500	1,060,500
BALANCE	**4,630,000**	**1,239,125**	**5,869,125**

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2013-14	510,000	77,200	587,200
FY 2014-15	495,000	67,000	562,000
FY 2015-16	485,000	52,150	537,150
FY 2016-17	470,000	37,600	507,600
FY 2017-18	470,000	18,800	488,800
BALANCE	**2,430,000**	**252,750**	**2,682,750**

DEBT SERVICE (92)

GENERAL OBLIGATION BOND DEBT ISSUE PAYMENT SCHEDULES (cont)

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2013-14	160,000	116,312	276,312
FY 2014-15	160,000	110,313	270,313
FY 2015-16	165,000	104,312	269,312
FY 2016-17	165,000	96,888	261,888
FY 2017-18	175,000	89,463	264,463
FY 2018-19	180,000	81,588	261,588
FY 2019-20	190,000	73,488	263,488
FY 2020-21	200,000	65,888	265,888
FY 2021-22	210,000	57,888	267,888
FY 2022-23	215,000	49,278	264,278
FY 2023-24	225,000	40,463	265,463
FY 2024-25	240,000	31,125	271,125
FY 2025-26	250,000	21,165	271,165
FY 2026-27	260,000	10,790	270,790
BALANCE	**2,795,000**	**948,957**	**3,743,957**

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2013-14	260,000	228,400	488,400
FY 2014-15	285,000	218,325	503,325
FY 2015-16	305,000	207,281	512,281
FY 2016-17	330,000	195,463	525,463
FY 2017-18	345,000	182,675	527,675
FY 2018-19	375,000	169,306	544,306
FY 2019-20	395,000	154,775	549,775
FY 2020-21	425,000	139,469	564,469
FY 2021-22	450,000	123,000	573,000
FY 2022-23	480,000	105,563	585,563
FY 2023-24	510,000	86,843	596,843
FY 2024-25	540,000	66,953	606,953
FY 2025-26	565,000	45,623	610,623
FY 2026-27	590,000	23,305	613,305
			0
BALANCE	**5,855,000**	**1,946,979**	**7,801,979**

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2013-14	300,000	257,348	557,348
FY 2014-15	320,000	245,798	565,798
FY 2015-16	345,000	233,478	578,478
FY 2016-17	370,000	220,195	590,195
FY 2017-18	400,000	205,950	605,950
FY 2018-19	420,000	190,550	610,550
FY 2019-20	450,000	174,380	624,380
FY 2020-21	475,000	157,055	632,055
FY 2021-22	505,000	138,768	643,768
FY 2022-23	540,000	119,325	659,325
FY 2023-24	575,000	98,265	673,265
FY 2024-25	605,000	75,840	680,840
FY 2025-26	640,000	51,943	691,943
FY 2026-27	675,000	26,663	701,663
BALANCE	**6,620,000**	**2,195,555**	**8,815,555**

$3.5 M 2010 G.O. BOND

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2013-14	125,000	136,963	261,963
FY 2014-15	130,000	135,088	265,088
FY 2015-16	135,000	132,423	267,423
FY 2016-17	140,000	129,655	269,655
FY 2017-18	145,000	125,945	270,945
FY 2018-19	150,000	122,103	272,103
FY 2019-20	155,000	117,528	272,528
FY 2020-21	160,000	112,258	272,258
FY 2021-22	170,000	106,418	276,418
FY 2022-23	180,000	99,533	279,533
FY 2023-24	190,000	92,243	282,243
FY 2024-25	195,000	83,218	278,218
FY 2025-26	210,000	73,955	283,955
FY 2026-27	220,000	63,980	283,980
FY 2027-28	230,000	53,530	283,530
FY 2028-29	245,000	41,340	286,340
FY 2029-30	260,000	28,355	288,355
FY 2030-31	275,000	14,575	289,575
BALANCE	**3,315,000**	**1,669,105**	**4,984,105**

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

DATE	PRINCIPAL	INTEREST	TOTAL
FY 2013-14	530,000	102,700	632,700
FY 2014-15	540,000	92,100	632,100
FY 2015-16	550,000	81,300	631,300
FY 2016-17	570,000	64,800	634,800
FY 2017-18	580,000	47,700	627,700
FY 2018-19	600,000	30,300	630,300
FY 2019-20	615,000	12,300	627,300
BALANCE	**3,985,000**	**431,200**	**4,416,200**

Narrative

(40) Capital Projects Fund

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

(42) Redevelopment Fund

The Redevelopment Fund was established with the proceeds from the 1995 G.O. bond issue to account for redevelopment projects throughout the Village. This fund shows a large Due From TIF amount as part of its fund balance. This is due to an advance from the Redevelopment Fund to cover expenses in the TIF #1 and TIF #2 Funds. 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 Redevelopment Fund.

(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. There is a negative fund balance for this fund as a result of a large Due To Redevelopment Fund. This is due to an advance from the Redevelopment Fund to cover expenses in the TIF #1 Funds. 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 Redevelopment Fund.

(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. 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. Both the General and Redevelopment Funds will advance funds to cover expenses in TIF #3 as 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 – excluding the loan from the General Fund.

(48) TIF #4 Fund

The TIF #4 Fund was established FY 2008 and covers a blighted area on Fullerton Avenue.

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	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET
9940	**REVENUES**									
		INTERGOVERNMENTAL REVENUES								
3410	GRANTS - FED. CMAQ I-290 Ped Bridge									
	CMAQ I-290 PED BRIDGE	24,252	0	0	0	**0**	0	0	0	0
	HMGP 2008 BUYOUTS	0	0	2,488,900	0	**2,488,900**	0	0	0	0
	HMGP 2010 BUYOUTS	0	0	661,100	0	**661,100**	0	0	0	0
3420	GRANTS - ST. OF ILLINOIS									
	MILL RD SIDEWALK	0	6,736	0	0	**0**	0	0	0	0
	DCEO 2008 BUYOUTS	0	0	829,600	0	**829,600**	0	0	0	0
	DCEO 2010 BUYOUTS	0	0	220,400	0	**220,400**	0	0	0	0
3430	GRANTS - LOCAL									
	DUPAGE FOREST PRESERVE	20,606	1,534	0	0	**0**	0	0	0	0
	I-290 PED BRIDGE (WOOD DALE)	0	11,201	0	0	**0**	0	0	0	0
3440	GRANT - CDBG									
	GREEN OAKS CT	40,975	54,369	0	0	**0**	0	0	0	0
	SUBTOTAL	85,833	73,840	4,200,000	0	**4,200,000**	0	0	0	0
		INTEREST INCOME								
3510	INVESTMENT INTEREST	286	30	0	100	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3868	IRMA COMP LOSS - NOISE WALL	37,995	26,822	20,000	20,000	**20,000**	20,000	20,000	20,000	20,000
3899	MISCELLANEOUS REVENUES	2,779	66,634	0	0	**0**	0	0	0	0
	SUBTOTAL	40,774	93,456	20,000	20,000	**20,000**	20,000	20,000	20,000	20,000
		TRANSFERS IN								
3942	TRANSFER FROM REDVELOP.	0	0	10,000	10,000	**0**	0	0	0	0
	TOTAL REVENUES	126,893	167,326	4,230,000	30,100	**4,220,000**	20,000	20,000	20,000	20,000
9940	**EXPENDITURES**									
		SERVICES & CHARGES								
4180	REPAIRS & MAINTENANCE	0	18,955	20,000	20,000	**20,000**	20,000	20,000	20,000	20,000
		CAPITAL IMPROVEMENT PROJECTS								
4572	FEMA & STATE 08	0	0	3,318,500	0	**3,318,500**	0	0	0	0
4584	FEMA & STATE 10	0	0	881,500	0	**861,500**	0	0	0	0
4461	SALT CREEK GRNWY TRAIL*	0	0	0	0	**0**	0	0	0	0
4471	GREEN OAKS CT	(1,946)	0	0	0	**0**	0	0	0	0
4475	NOISE WALLS- Oak Mill - accident repa	27,060	0	0	2,700	**0**	0	0	0	0
44XX	ADA Compliant Sidewalks	0	0	0	0	**50,000**	0	0	0	0
4483	I-290 BRIDGE	40,976	68,670	18,600	0	**18,600**	0	0	0	0
	SUBTOTAL	66,090	68,670	4,218,600	2,700	**4,248,600**	0	0	0	0
		TRANSFERS OUT								
4910	TRANSFER TO GENERAL	0	0	0	0	**0**	0	0	0	0
4925	TRANSFER TO MOTOR FUEL TAX	0	43,750	0	0	**0**	0	0	0	0
4950	TRANSER TO WATER/SEWER	0	0	0	0	**0**	0	0	0	0
	SUBTOTAL	0	43,750	0	0	**0**	0	0	0	0
	TOTAL EXPENDITURES	66,090	131,375	4,238,600	22,700	**4,268,600**	20,000	20,000	20,000	20,000
	FUND BALANCE, BEGINNING	(54,811)	5,992		41,943	**49,343**	743	743	743	743
	REV. OVER (UNDER) EXP.	60,803	35,951	(8,600)	7,400	**(48,600)**	0	0	0	0
	FUND BALANCE, ENDING	5,992	41,943		49,343	**743**	743	743	743	743

* Federal grant for 80% of engineering and construction.

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

UNFUNDED PROJECTS:

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

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

CAPITAL PROJECTS FUND

Notes

Revenues

3410 Grants – Federal

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

3420 Grants – State of Illinois

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

3868 IRMA Comp - Noise Walls

This accounts for monies received from our insurance company for damages to the Noise Walls.

Expenditures

4180- Repairs & Maintenance

Monies are budgeted for repairs to the noise walls caused by vehicular accidents.

4483 I-290 Bridge

Local share expenses for the construction of a sidewalk from the City of Wood Dale, crossing I-290 and connecting with Mill Road. This project will permit uninterrupted access for pedestrians traveling between the two communities. This project is a joint venture of Wood Dale and Addison and will be financed with Federal funds.

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 would be demolished and become open space.

ADA Compliant Sidewalks

Funding for the implementation of making sidewalks ADA Compliant. Future year funding can be found in the Motor Fuel Tax Fund.

REDEVELOPMENT FUND (42)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET
9942	**REVENUES**									
		INTEREST INCOME								
3510	INVESTMENT INTEREST	1,283	979	0	700	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3899	MISCELLANEOUS REVENUES	0	0	0	0	**0**	0	0	0	0
	TOTAL REVENUES	1,283	979	0	700	**0**	0	0	0	0
9942	**EXPENDITURES**									
		CAPITAL IMPROVEMENT PROJECTS								
4441	LAKE ST. LIGHTS:(ADDISON) MILL - 53	233,653	0	0	0	**0**	0	0	0	0
4479	SIDEWALK TRIP-HAZARD	68,098	171,936	100,000	102,600	**0**	0	0	0	0
	SUBTOTAL	301,751	171,936	100,000	102,600	**0**	0	0	0	0
		TRANSFERS OUT								
4910	TRANSFER (LOAN) TO GENERAL	50,000	0	0	0	**0**	0	0	0	0
4925	TRANSFER TO MFT FUND	100,000	700,000	0	0	**0**	0	0	0	0
4940	TRANSFER TO CAP PROJ	0	0	10,000	10,000	**0**	0	0	0	0
4950	TRANSFER TO WATER	0	0	839,000	832,900	**0**	0	0	0	0
	SUBTOTAL	150,000	700,000	849,000	842,900	**0**	0	0	0	0
	TOTAL EXPENDITURES	451,751	871,936	949,000	945,500	**0**	0	0	0	0
	FUND BALANCE, BEGINNING	2,266,260	1,815,792		944,835	**35**	35	35	35	35
	REV. OVER (UNDER) EXP.	(450,468)	(870,957)	(949,000)	(944,800)	**0**	0	0	0	0
	FUND BALANCE, ENDING	1,815,792	944,835		35	**35**	35	35	35	35
	DUE (FROM) TIF 1	(1,489,935)	(325,507)		0	**0**				
	AVAILABLE FUNDS	325,857	619,328		35	**35**	35	35	35	35

REDEVELOPMENT FUND

Notes

This fund previously showed a large Due From TIF amount as part of its fund balance. This was due to an advance from the Redevelopment Fund to cover expenses in the TIF #1 and TIF #2 Funds. The advances were repaid in FY 2013.

Revenues

The Redevelopment Fund does not have a dedicated source for revenues. However, it utilizes the monies repaid by the TIF funds, as shown in the Due From TIF section.

Expenditures

No expenditures have been budgeted for FY 2014.

PUBLIC BUILDING FUND (44)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9944	**REVENUES**							
		TAXES						
3031	SALES TAX INCREMENT	1,531,465	1,578,723	1,671,700	1,595,000	**1,657,800**	1,712,100	1,767,800
		INTERGOVERNMENTAL REVENUE						
3410	GRANTS - FEDERA - ARRA	107,652	40,782	0	0	**0**	0	0
		INTEREST INCOME						
3510	INVESTMENT INTEREST	736	122	0	0	**0**	0	0
		FINANCING REVENUES						
3710	BOND PROCEEDS (NET)	3,500,000	0	0	0	**0**	0	0
3711	PREM/DISOUNT ON BONDS	(29,538)	0	0	0	**0**	0	0
	SUBTOTAL	3,470,462	0	0	0	**0**	0	0
		MISCELLANEOUS REVENUES						
3860	RENTALS & CONCESSIONS	3,000	0	0	0	**0**	0	0
	TOTAL REVENUES	5,113,315	1,619,627	1,671,700	1,595,000	**1,657,800**	1,712,100	1,767,800
9944	**EXPENDITURES**							
		SERVICES & CHARGES						
4161	PUBLICATION OF NOTICES	280	0	0	0	**0**	0	0
4180	REPAIRS & MAINTENANCE	(90)	0	0	0	**0**	0	0
	SUBTOTAL	190	0	0	0	**0**	0	0
		CAPITAL IMPROVEMENT PROJECTS						
4404	PUBLIC WORKS FACILITY:	116,574	68,282	0	0	**0**	0	0
	SALT DOME DOOR	0	0	0	0	**0**	0	0
	PARKING LOT SEALING	0	0	20,000	13,666	**0**	0	0
	ARRA GRANT	0	0	0	0	**0**	0	0
	CONF ROOM CHAIR REPLACE	0	0	4,600	3,722	**0**	0	0
	PW GARAGE FLOOR COAT	0	0	43,300	15,838	**0**	0	0
	LIGHTNING SUPPRESSION	0	0	0	0	**0**	0	0
	SUBTOTAL	116,574	68,282	67,900	33,226	**0**	0	0

PUBLIC BUILDING FUND (44)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
		CAPITAL IMPROVEMENT PROJECTS (Cont.)						
4405	VILLAGE HALL/POLICE FACILITY:	16,720	35,897	0	0	**0**	0	0
	BOARD CHAIRS	0	0	0	0	**0**	0	0
	MULTI-PURPOSE CHAIRS	0	0	0	0	**0**	0	0
	PARKING LOT SEALING	0	0	14,000	12,900	**0**	0	0
	EAST STEP REPAIR	0	0	3,500	3,500	**0**	0	0
	CARPET REPLACEMENT	0	0	58,500	58,500	**0**	0	0
	BACKUP GENERATOR - PORT/TRAILER	0	0	0	0	**0**	0	0
	BOARD ROOM CAMERAS	0	0	30,000	30,000	**0**	0	0
	AUDIO BOARD	0	0	5,000	0	**5,000**	0	0
	STUDIO CAMERA TRIPOD	0	0	6,000	6,000	**0**	0	0
	AUDIO ROUTER PHASE 1	0	0	6,000	0	**6,000**	0	0
	STUDIO SET DESIGN	0	0	20,000	16,000	**0**	0	0
	APD CAMERAS	0	0	42,000	30,000	**0**	0	0
	STAIRMASTER	0	0	2,800	2,800	**0**	0	0
	DECOMISSION VHF (part of new camera	0	0	7,800	7,800	**0**	0	0
	RECORDS - UPS HOOK UP	0	0	0	0	**0**	0	0
	UPS PROTECTION FOR THE EOC	0	0	0	0	**0**	0	0
	PAVER BRICK REPAIRS	0	0	10,000	20,000	**0**	0	0
	VILLAGE HALL TECHNOLOGY UPDATES	0	0	17,500	17,500	**0**	0	0
	POLICE ELEVATOR	0	0	0	0	**0**	0	0
	COMMUNICATIONS AIR COND	0	0	30,000	0	**0**	0	0
	SUBTOTAL	16,720	35,897	253,100	205,000	**11,000**	0	0
4412	EVIDENCE BLDG	0	347	0	400	**0**	0	0
4413	HISTORICAL BUILDINGS	0	0	0	149	**0**	0	0
4439	HENRY HYDE RESOURCE CENTER	0	3,800	0	0	**0**	0	0
4450	DRISCOLL PROPERTY	3,389,231	84,385	0	0	**0**	0	0
	SEAL COATING	0	0	18,000	10,600	**0**	0	0
	SUBTOTAL - CAPITAL IMPROVEMENT	3,522,525	192,711	339,000	249,375	**11,000**	0	0
		MISCELLANEOUS EXPENSES						
4885	COST OF ISSUANCE-BONDS	39,678	0	0	0	**0**	0	0
		TRANSFERS OUT						
4910	TRANSFER TO GENERAL FUND	0	180,000	124,000	124,000	**300,000**	400,000	400,000
4950	TRANSFER TO WATER/SEWER	0	150,000	201,000	201,000	**0**	0	0
4992	TRANSFER TO DEBT SVC.	1,400,000	1,400,000	1,300,000	1,300,000	**1,300,000**	1,300,000	1,300,000
	SUBTOTAL - TRANSFERS OUT	1,400,000	1,730,000	1,625,000	1,625,000	**1,600,000**	1,700,000	1,700,000
	TOTAL EXPENDITURES	4,962,393	1,922,711	1,964,000	1,874,375	**1,611,000**	1,700,000	1,700,000
	FUND BALANCE, BEGINNING	408,531	559,453		256,369	**(23,006)**	23,794	35,894
	REV. OVER (UNDER) EXP.	150,922	(303,084)	(292,300)	(279,375)	**46,800**	12,100	67,800
	FUND BALANCE, ENDING	559,453	256,369		(23,006)	**23,794**	35,894	103,694

Notes

Revenues

3031 Sales Tax Increment

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

Expenditures

4405 Village Hall/Police Facility

This accounts for renovations to the Village Hall including the replacement of the audio board and audio router phase 1.

4910 Transfer to General Fund

Transfer of funds to assist with the Dispatch Center build-out in 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.

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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 District #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. However, the Village of Addison has used an alternate method, whereby the Redevelopment Fund has provided an advance to TIF #1. This has resulted in a large negative fund balance in TIF #1, which is equal to the advance from the Redevelopment Fund. The negative fund balance will be drawn down as property tax increments are received and the advance is paid off. The table below depicts estimated TIF #1 fund balances and the Advance from Redevelopment Fund payoff schedule:

TIF #1 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			641,493	@4/30/13
2013-14	967,000	1,464,300	144,193	
2014-15	967,000	300	1,110,893	
2015-16	967,000	300	2,077,593	
2016-17	967,000	300	3,044,293	

TIF #1 - GREEN OAKS (45)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET
9945	**REVENUES**									
		TAXES								
3006	PROPERTY TAX INCREMENT	1,216,857	1,186,783	1,200,000	967,000	**967,000**	967,000	967,000	967,000	0
		INTEREST INCOME								
3520	INTEREST ON PROPERTY TAX	46	5	0	300	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3899	MISCELLANEOUS REVENUES - Grant	0	0	0	0	**0**	0	0	0	0
	TOTAL REVENUES	1,216,903	1,186,788	1,200,000	967,300	**967,000**	967,000	967,000	967,000	0
9945	**EXPENDITURES**									
		SERVICES & CHARGES								
4101	PROF SVCS.-AUDIT	250	306	300	300	**300**	300	300	300	0
	SUBTOTAL	250	306	300	300	**300**	300	300	300	0
		CAPITAL IMPROVEMENT PROJECTS								
4429	STREET RESURFACING	666,619	22,054	0	0	**0**	0	0	0	0
	Army at/and Mill - Watermain	0	0	64,000	0	**64,000**	0	0	0	0
	Army at/and Mill - Road	0	0	0	0	**0**	0	0	0	0
4498	WESTWOOD CREEK STABILIZATION	0	0	793,700	0	**1,400,000**	0	0	0	0
	SUBTOTAL	666,619	22,054	857,700	0	**1,464,000**	0	0	0	0
	TOTAL EXPENDITURES	666,869	22,360	858,000	300	**1,464,300**	300	300	300	0
	FUND BALANCE, BEGINNING	(2,039,969)	(1,489,935)		(325,507)	**641,493**	144,193	1,110,893	2,077,593	3,044,293
	REV. OVER (UNDER) EXP.	550,034	1,164,428	342,000	967,000	**(497,300)**	966,700	966,700	966,700	0
	FUND BALANCE, ENDING	(1,489,935)	(325,507)		641,493	**144,193**	1,110,893	2,077,593	3,044,293	3,044,293

Notes

Revenues

3006 Property Tax Increment

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

Expenses

4101 Prof. Svcs. – Auditing

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

4429 Street Resurfacing

Army Trail at/and Mill – Water main
Army Trail at/and Mill - Road

The Village resurfaced the U-Shaped street area of Mill Road from Lake Street south to Army Trail Road; Army Trail Road east to JFK Blvd; and then JFK Blvd. north from Army Trail Road to Lake Street. The project goes thru TIF#1 and TIF#3 boundaries and these are the expenditures associated with the water main and road construction that falls within the TIF #1 boundaries. This is a continuation of a project that started in FY 2011. We are awaiting final billing from the State.

4498 Westwood Creek Stabilization

Westwood Creek flows thru and within the TIF #1 boundaries. This project will stabilize the banks of the creek.

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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 District #2 was established in 1994 as an economic development financing tool. (See TIF #1 narrative for a brief description of TIF's). To date, there has been limited activity in TIF #2. Future projects will depend on the cash flow from property tax increment revenues.

TIF#2 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			1,246,704	@4/30/13
2013-14	341,300	1,550,000	38,004	
2014-15	341,300	350,000	29,304	
2015-16	341,300	0	370,604	
2016-17	341,300	0	711,904	

TIF #2 - MICHAEL LANE (46)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET
9946	**REVENUES**									
		TAXES								
3006	PROPERTY TAX INCREMENT	628,857	590,385	591,000	341,300	**341,300**	341,300	341,300	341,300	0
		INTERGOVERNMENTAL REVENUES								
3440	GRANTS - CDBG (Apt Façade)	0	0	400,000	0	**0**	0	0	0	0
		INTEREST INCOME								
3510	INVESTMENT INTEREST	2,789	3,201	0	2,200	**0**	0	0	0	0
3520	INTEREST ON PROPERTY TAX	26	3	0	0	**0**	0	0	0	0
	SUBTOTAL	2,815	3,204	0	2,200	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3899	MISCELLANEOUS REVENUES	0	0	0	0	**0**	0	0	0	0
	TOTAL REVENUES	631,672	593,589	991,000	343,500	**341,300**	341,300	341,300	341,300	0
9946	**EXPENDITURES**									
		SERVICES & CHARGES								
4101	PROF SVCS.-AUDITING	250	306	300	300	**0**	0	0	0	0
4103	PROF SVCS.-LEGAL	0	0	100,000	500	**0**	0	0	0	0
4110	TECH. & CONSULT. SVCS.	3,738	1,138	10,000	2,000	**0**	0	0	0	0
4123	REAL ESTATE TAXES	8,429	0	0	0	**0**	0	0	0	0
4199	OTHER SERVICES & CHARGES	1,469	1,588	0	0	**0**	0	0	0	0
	Streetscape Improvements-CDBG	0	0	500,000	0	**0**	0	0	0	0
	Façade Improvements	0	0	20,000	20,000	**0**	0	0	0	0
	SUBTOTAL	13,886	3,032	630,300	22,800	**0**	0	0	0	0
		CAPITAL IMPROVEMENT PROJECTS								
4307	PARK DEVELOPMENT	0	0	0	0	**300,000**	350,000	0	0	0
		MISCELLANEOUS EXPENSES								
4839	DEV. INCENTIVE/ LAND ACQ	0	0	1,775,000	0	**1,000,000**	0	0	0	0
		TRANSFERS OUT								
4947	TRANSFER TO TIF #3	0	0	0	1,020,000	**250,000**	0	0	0	0
	TOTAL EXPENDITURES	13,886	3,032	2,405,300	1,042,800	1,550,000	350,000	0	0	0
	FUND BALANCE, BEGINNING	737,661	1,355,447		1,946,004	**1,246,704**	38,004	29,304	370,604	711,904
	REV. OVER (UNDER) EXP.	617,786	590,557	(1,414,300)	(699,300)	**(1,208,700)**	(8,700)	341,300	341,300	0
	FUND BALANCE, ENDING	1,355,447	1,946,004		1,246,704	**38,004**	29,304	370,604	711,904	711,904

Notes

Revenues

3006 Property Tax Increment

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

Expenditures

4307 Park Development

Cost of creating the community park as required by Consent Decree.

4839 Developer Incentive/Land Acquisition

This is for the purchase of land needed for the community park.

4947 Transfer to TIF #3

Transfer of funds to adjacent TIF District for redevelopment.

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Narrative

This fund is used to pay for infrastructure and development improvements within tax increment financing district (TIF) #3, known as the Town Center redevelopment area. This area encompasses approximately 125 acres and includes primarily commercial retail centers along with limited residential dwellings. The Village Board established this TIF District in mid FY07. (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 of this district will come from private funding sources.

TIF #3 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			54,366	@4/30/13
2013-14	295,000	327,800	21,566	
2014-15	45,000	50,300	16,266	
2015-16	45,000	50,300	10,966	
2016-17	45,000	300	55,666	
2017-18	45,000	300	100,366	
2018-19	45,000	300	145,066	
2019-20	45,000	300	189,766	
2020-21	45,000	300	234,466	
2021-22	45,000	300	279,166	
2022-23	45,000	300	323,866	
2023-24	45,000	300	368,566	
2024-25	45,000	300	413,266	
2025-26	45,000	300	457,966	
2026-27	45,000	300	502,666	
2027-28	45,000	300	547,366	
2028-29	45,000	300	592,066	
2029-30	45,000	300	636,766	

TIF # 3 - TOWN CENTER (47)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET
9947	**REVENUES**									
		TAXES								
3006	PROPERTY TAX INCREMENT	107,758	39,510	44,000	45,500	**45,000**	45,000	45,000	45,000	45,000
		INTEREST INCOME								
3510	INVESTMENT INTEREST	(1,184)	(681)	0	(100)	**0**	0	0	0	0
3520	INTEREST ON PROPERTY TAX	5	0	0	0	**0**	0	0	0	0
	SUBTOTAL	(1,179)	(681)	0	(100)	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3899	MISCELLANEOUS REVENUES	0	0	0	0	**0**	0	0	0	0
		TRANSFERS IN								
3946	TRANSFER FROM TIF #2	0	0	0	1,020,000	**250,000**	0	0	0	0
	TOTAL REVENUES	106,579	38,829	44,000	1,065,400	**295,000**	45,000	45,000	45,000	45,000
9947	**EXPENDITURES**									
		SERVICES & CHARGES								
4101	PROF SVCS.-AUDITING	250	306	300	300	**300**	300	300	300	300
4110	TECHNICAL & CONSULTING	0	0	0	0	**0**	0	0	0	0
4199	OTHER SERVICES & CHARGES	0	55,000	0	0	**0**	0	0	0	0
	Len's (11) Ken's (13)	40,000	0	20,000	0	**0**	0	0	0	0
	La Mag (12) 9 Minute Lube (14)	0	0	0	0	**0**	0	0	0	0
	SUBTOTAL	40,250	55,306	20,300	300	**300**	300	300	300	300
		CAPITAL IMPROVEMENT PROJECTS								
4538	GREEN MEADOW REDEVELOPMENT	0	0	0	0	**300,000**	50,000	50,000	0	0
4429	STREET RESUFACING	164,039	4,452	0	0	**0**	0	0	0	0
	Army @ JFK - Watermain	0	0	13,700	0	**13,700**	0	0	0	0
	Army @ JFK - Road	0	0	13,800	0	**13,800**	0	0	0	0
	SUBTOTAL	164,039	4,452	27,500	0	**327,500**	50,000	50,000	0	0
		MISCELLANEOUS EXPENDITURES								
4899	MISC. EXPENDITURES	0	0	0	0	**0**	0	0	0	0
		TRANSFERS OUT								
4910	TRANSFER TO GENERAL FUND	0	0	0	1,020,000	**0**	0	0	0	0
	TOTAL EXPENDITURES	204,289	59,758	47,800	1,020,300	**327,800**	50,300	50,300	300	300
	FUND BALANCE, BEGINNING	127,905	30,195		9,266	**54,366**	21,566	16,266	10,966	55,666
	Restate Loan									
	REV. OVER (UNDER) EXP.	(97,710)	(20,929)	(3,800)	45,100	**(32,800)**	(5,300)	(5,300)	44,700	44,700
	FUND BALANCE, ENDING	30,195	9,266		54,366	**21,566**	16,266	10,966	55,666	100,366
	Loan FY 2008/Beg Bal	1,520,000	1,020,000		1,020,000	**0**	0	0	0	0
	- Partial Repmt of loan	(500,000)	0		(1,020,000)	**0**	0	0	0	0
	Remaining Balance due to General Fund	1,020,000	1,020,000		0	**0**	0	0	0	0
	Net Available	(989,805)	(1,010,734)		54,366	21,566	16,266	10,966	55,666	100,366

Notes

Revenues

3006 Property Tax Increment

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.

Expenses

4101 Prof. Svcs. – 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

4429 Street Resurfacing

Army Trail at/and Mill – Water main
Army Trail at/and Mill - Road

The Village resurfaced the U-Shaped street area of Mill Road from Lake Street south to Army Trail Road; Army Trail Road east to JFK Blvd; and then JFK Blvd. north from Army Trail Road to Lake Street. The project goes thru TIF#1 and TIF#3 boundaries and these are the expenditures associated with the water main and road construction that falls within the TIF #1 boundaries. This is a continuation of a project that started in FY 2011. We are awaiting final billing from the State.

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Narrative

The TIF #4 Fund was established in FY2008 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.

The Redevelopment Fund will advance funds as it did with the other existing TIF Districts. 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. It is anticipated that the majority of development of this district will come from private funding sources.

TIF #4 FUND BALANCE SUMMARY

FY	REVENUE	EXPENSE	FUND BALANCE	
			6,667	@4/30/13
2013-14	0	0	6,667	
2014-15	0	0	6,667	
2015-16	0	0	6,667	
2016-17	0	0	6,667	
2017-18	0	0	6,667	
2018-19	0	0	6,667	
2019-20	0	0	6,667	
2020-21	0	0	6,667	
2021-22	0	0	6,667	
2022-23	0	0	6,667	
2023-24	0	0	6,667	
2024-25	0	0	6,667	
2025-26	0	0	6,667	
2026-27	0	0	6,667	
2027-28	0	0	6,667	
2028-29	0	0	6,667	
2029-30	0	0	6,667	
2030-31	0	0	6,667	

TIF # 4 - FULLERTON (48)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET
9948	**REVENUES**									
		TAXES								
3006	PROPERTY TAX INCREMENT	3,188	350	300	0	**0**	0	0	0	0
		INTEREST INCOME								
3510	INVESTMENT INTEREST	12	4	0	0	**0**	0	0	0	0
		TRANSFERS IN								
3942	TRANSFER FROM REDEVELOPMENT	0	0	0	0	**0**	0	0	0	0
	TOTAL REVENUES	3,200	354	300	0	**0**	0	0	0	0
9948	**EXPENDITURES**									
		SERVICES & CHARGES								
4103	PROF SERVICES - LEGAL	0	0	6,500	0	**0**	0	0	0	0
4110	TECHNICAL & CONSULTING	0	0	0	0	**0**	0	0	0	0
4199	OTHER SERVICES AND CHARGES	0	0	0	0	**0**	0	0	0	0
	SUBTOTAL	0	0	6,500	0	**0**	0	0	0	0
	TOTAL EXPENDITURES	0	0	6,500	0	**0**	0	0	0	0
	FUND BALANCE, BEGINNING	3,113	6,313		6,667	**6,667**	6,667	6,667	6,667	6,667
	REV. OVER (UNDER) EXP.	3,200	354	(6,200)	0	**0**	0	0	0	0
	FUND BALANCE, ENDING	6,313	6,667		6,667	**6,667**	6,667	6,667	6,667	6,667
	Due to REDEV - LOAN	0	0		0	**0**	0	0	0	0
	As Shown on CAFR	6,313	6,667		6,667	**6,667**	6,667	6,667	6,667	6,667

NOTE: TIF #4 funds are advanced from the Redevelopment Fund. As increment is received, the advance will be paid back.
Balance due to Redevelopment Fund at 4/30/11 - $0

NOTES

Revenues

3006 Property Tax Increment

Represents the difference between the 2008 base year versus current year property tax valuation. The increment receipts are due to normal building assessment increases from year to year. There have been no major developments in the Fullerton TIF #4 at this time

POLICE PENSION FUND

Narrative

This fund provides retirement, disability, and death benefits to all eligible members of the Police Pension Fund by investing funds to maximize interest earnings, while preserving the safety and liquidity of the Fund's investments. The Police Pension Fund assets are governed by an independent board consisting of five members.

Police sworn personnel are covered by this plan. Although it is a single-employer pension plan, the defined benefits and employee and employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3 -1) and may be amended only by the Illinois legislature. The Village accounts for the plan as a pension trust. The State passed legislation that became effective with new hires after 1/1/11 whereby a second tier of participants has been added. The State statute limits the type of investments and the weight of those investments within the fund.

POLICE PENSION (70)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9970	**REVENUES**							
		INTEREST INCOME						
3510	INVESTMENT INTEREST	756,563	816,733	900,000	900,000	**900,000**	900,000	900,000
		MISCELLANEOUS						
3875	GAIN SALE OF INVESTMENTS	2,463,759	(1,638,434)	1,000,000	500,000	**800,000**	800,000	800,000
3880	EMPLOYEE CONTRIBUTIONS	511,079	523,856	534,200	520,000	**530,000**	530,000	530,000
3881	EMPLOYER CONTRIBUTIONS	1,742,209	2,102,086	1,920,000	1,930,100	**2,150,000**	2,150,000	2,150,000
3899	MISCELLANEOUS REVENUES	50	0	0	19,400	**0**	0	0
	SUBTOTAL	4,717,097	987,508	3,454,200	2,969,500	**3,480,000**	3,480,000	3,480,000
	TOTAL REVENUES	5,473,660	1,804,241	4,354,200	3,869,500	**4,380,000**	4,380,000	4,380,000
9970	**EXPENDITURES**							
		PERSONAL SERVICES						
4014	PENSION PAYMENTS	2,151,618	2,299,358	2,396,900	2,513,100	**2,721,000**	2,802,600	2,886,700
4028	OTHER PENSION PAYMENTS	14,156	16,862	0	25,600	**0**	0	0
	SUBTOTAL	2,165,774	2,316,220	2,396,900	2,538,700	**2,721,000**	2,802,600	2,886,700
		SERVICES & CHARGES						
4101	PROF SVCS.-ACCTNG/AUDITING	3,500	4,500	4,500	3,500	**3,500**	3,500	3,500
4103	PROF SVCS.-LEGAL	88	0	500	5,000	**5,000**	500	500
4106	PROF SVCS.-DATA PROC	650	546	600	0	**0**	0	0
4110	TECH & CONSULT SERVICES	33,751	36,433	41,000	40,000	**41,000**	41,000	41,000
4163	CONFERENCES	2,813	0	1,000	1,000	**1,000**	1,000	1,000
4192	DUES/SUBSCRIPTIONS	775	1,525	1,000	1,000	**1,000**	1,000	1,000
4199	OTHER SERVICES & CHARGES	5,069	5,943	6,000	6,000	**6,000**	6,000	6,000
	SUBTOTAL	46,646	48,947	54,600	56,500	**57,500**	53,000	53,000
		SUPPLIES & MATERIALS						
4201	OFFICE SUPPLIES	0	0	0	0	**0**	0	0
4299	OTHER OPERATING SUPPLIES	0	49	0	0	**0**	0	0
	SUBTOTAL	0	49	0	0	**0**	0	0
		MISCELLANEOUS EXPENSES						
4880	INVESTMENT FEES	34,294	33,207	37,600	42,000	**42,000**	42,000	42,000
		TRANSFERS OUT						
4901	TRANSFER TO GENERAL FUND	2,500	2,500	2,500	2,500	**2,500**	2,500	2,500
	TOTAL FOR PENSION FUND	2,249,214	2,400,923	2,491,600	2,639,700	**2,823,000**	2,900,100	2,984,200
	FUND BALANCE, BEGINNING	24,995,114	28,219,560		27,622,878	**28,852,678**	30,409,678	31,889,578
	REV. OVER (UNDER) EXP.	3,224,446	(596,682)	1,862,600	1,229,800	**1,557,000**	1,479,900	1,395,800
	FUND BALANCE, ENDING	28,219,560	27,622,878		28,852,678	**30,409,678**	31,889,578	33,285,378

Notes

Expenditures

4014 Pension Payments

Budgeted amounts are based upon scheduled monthly pension payroll payments.

4028 Other Pension Payments

An amount has been budgeted to reflect the return of employee contributions when a police officer chooses to leave prior to vesting. This account is also used to record payments to other Police Pension Funds when former Village police officers wish to transfer their creditable service to their new employer.

4101 Professional Services – Accounting/Auditing

This includes the annual actuarial report fees which previously were included in account 4110.

4110 Technical & Consulting Services

This line item includes fees for an Investment Advisor.

4880 Investment Fees

Includes fees for the Manager of the government securities portion of the portfolio.

4901 Transfer to General Fund

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

(BLANK)

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 ¼ percent home rule sales tax. State law requires Motor Fuel Tax allotments to be used to maintain streets.

MOTOR FUEL TAX FUND (25)

Budget

ACCT. NO.	ACCOUNT DESCRIPTION	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET
9925	**REVENUES**									
		TAXES								
3060	MOTOR FUEL TAX	1,095,122	1,089,284	910,000	890,400	**868,200**	868,200	868,200	868,200	868,200
	ADD'TL MFT ALLOCATION	20,968	0	16,800	177,200	**0**	0	0	0	0
3031	SALES TAX INCREMENT	0	490,790	1,671,700	1,595,000	**1,657,800**	1,712,100	1,767,800	1,820,100	1,874,000
		1,116,090	1,580,074	2,598,500	2,662,600	**2,526,000**	2,580,300	2,636,000	2,688,300	2,742,200
		INTERGOVERNMENTAL REVENUES								
3430	GRANT LOCAL- DMMC	0	0	100,000	100,000	**0**	0	0	0	0
		INTEREST INCOME								
3510	INVESTMENT INTEREST	651	45	0	200	**0**	0	0	0	0
		MISCELLANEOUS REVENUES								
3826	WAL-MART SIGNAL REIMB	0	0	322,000	0	**0**	322,000	0	0	0
3899	MISCELLANEOUS REVENUES - Wooddale	2,805	0	0	0	**0**	0	0	0	0
	MISCELLANEOUS REVENUES - 7-11	6,830	0	0	1,500	**0**	0	0	0	0
	SUBTOTAL	9,635	0	322,000	1,500	**0**	322,000	0	0	0
		TRANSFER IN								
3940	TRANFER FROM CAPITAL PROJECTS	0	43,750	0	0	**0**	0	0	0	0
3942	TRANSFER FROM REDEV	100,000	700,000	0	0	**0**	0	0	0	0
3992	TRANSFER FROM DEBT	0	0	0	0	**0**	170,000	0	0	0
	SUBTOTAL	100,000	743,750	0	0	**0**	170,000	0	0	0
	TOTAL REVENUES	1,226,376	2,323,869	3,020,500	2,764,300	**2,526,000**	3,072,300	2,636,000	2,688,300	2,742,200
9925	**EXPENDITURES**									
		SERVICES & CHARGES								
4110	TECH. & CONSULT. SVCS.	0	0	0	1,500	**0**	0	0	0	0
	SUBTOTAL	0	0	0	1,500	**0**	0	0	0	0
		CAPITAL IMPROVEMENT PROJECTS								
4401	STREET MAINT. PROGRAM	972,600	1,575,694	2,258,900	1,975,000	**1,960,000**	1,815,000	1,920,000	2,415,000	2,515,000
4414	ADDISON ROAD RESURF	53,448		31,400		**0**	31,400	0	0	0
4415	MILL RD:LAKE - ARMY TRAIL	165,253	1,747	26,300		**0**	26,300	0	0	0
4416	SWIFT ROAD RESURFACE (State is lead)	0	0	100,000	95,000	**429,300**	53,000	42,000	0	0
4416	Swift Phase II	0	0	0	0	**158,200**	504,900	0	0	0
4420	FLLRTN INTERSEC./SIGNAL**	0	0	389,000	0	**388,000**	0	0	0	0
4424	FLLRTN: ADDISON-VILLA**	2,437	251,993	0	0	**0**	0	0	0	0
4425	GRACE ST RESURF	0	0	70,900	0	**70,900**	70,900	0	0	0
4426	RT 53: ARMY TRAIL - LAKE ST	0	390,195	390,200	390,200	**0**	390,200	0	0	0
44XX	LORRAINE	0	0	0	0	**0**	0	395,000	0	0
4479	SIDEWALK PROGRAM	0	0	0	0	**100,000**	100,000	100,000	100,000	100,000
4459	MFT SIDEWALKPROGRAM	0	0	0	0	**85,000**	85,000	85,000	85,000	85,000
4575	ADA SIDEWALK COMPLIANCE	0	0	0	0	**0**	50,000	50,000	50,000	50,000
4576	IDOT LED upgrade	0	0	0	0	**10,000**	0	0	0	0
4404	PW DRIVEWAY OVERLAY	0	0	0	0	**32,500**	0	0	0	0
4495	OAK MEADOWS DR (Central)	0	180,000	0	0	**0**	0	0	0	0
	SUBTOTAL	1,193,738	2,399,629	3,266,700	2,460,200	**3,233,900**	3,126,700	2,592,000	2,650,000	2,750,000
	TOTAL EXPENDITURES	1,193,738	2,399,629	3,266,700	2,461,700	3,233,900	3,126,700	2,592,000	2,650,000	2,750,000
	FUND BALANCE, BEGINNING	512,963	545,601		469,841	**772,441**	64,541	10,141	54,141	92,441
	REV. OVER (UNDER) EXP.	32,638	(75,760)	(246,200)	302,600	**(707,900)**	(54,400)	44,000	38,300	(7,800)
	FUND BALANCE, ENDING*	545,601	469,841		772,441	**64,541**	10,141	54,141	92,441	84,641

** Federal STP grant for 70% of total cost, expense reflects 30 % charged to Village.
+ 80% - Federal CMAQ grant, 20% paid by Hamilton.
++ ICC (State) grant for 85% of total cost, expense reflects 15 % charged to Village.

MOTOR FUEL TAX FUND

Notes

Revenues

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.

3031 Home Rule Sales Tax

The Village passed a ¼ percent home rule sales tax effective January 1, 2012 to fund continuing road improvements.

Expenditures

4401 Street Maintenance Program

Annual program to reconstruct or repave local streets. A recent analysis of street conditions has estimated annual replacement cost at $1.04 million annually as funding is available.

4414 Addison Road Resurfacing
4415 Mill Rd – Lake – Army Trail – JFK Blvd
4420 Fullerton Intersection/Signal
4425 Grace Street Resurfacing
4424 Fullerton Ave. – Addison Road to Villa Ave.

Projects where the State is the lead and the Village is waiting for the final invoices.

4416 Swift Rd Resurface and Swift Road Phase II

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

4426 Route 53 – Army Trail Rd to Lake St

This is the village's portion of the $45 million state lead project. The Village is responsible for the sidewalk and street light additions.

4479 Sidewalk Program

Annual Program to replace aging and trip hazard sidewalks.

4459 MFT Sidewalk Program
Funding for sidewalk replacement on streets that are included in the annual replacement.

Notes

Expenditures (cont)

4576 IDOT LED upgrade

Funding for Illinois Department of Transportation LED lighting upgrade.

4404 Public Works Driveway Overlay

Funding to overlay the driveway at the Public Works facility

COMMUNITY DAYS

Narrative

This fund was established to account for revenues and expenditures of the annual Community Days festival. For over 25 years, Community Days was held at the Village Hall and was previously sponsored by the Community Council of Addison, a local not-for-profit organization. The event was cancelled in 2006 due to the reconstruction of Lake Street. In addition, the Community Council informed the Village that it was disbanding due to a loss of volunteers. In 2006, the Village Board appointed a new Special Events Commission, to work with the Village on reorganizing the festival. The new Community Days festival featured upgraded entertainment, similar to that offered by neighboring communities. The Village received corporate sponsorships to pay for some of these increased costs.

Due to the economic downturn and uncertainty of the timing of the rebound, the board cancelled Community Days in 2009 and in 2010. Although this fund was created to record the operations of Community Days, it was used for other Community Events that were planned. Fiscal 2011 and 2012 included a Circus that the Village hosted. Local civic organizations sold tickets with a portion of the proceeds of the tickets going back to the organization that sold the ticket.

The board has maintained a minimal budget 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	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 BUDGET	2012-13 EST ACT	**2013-14 BUDGET**	2014-15 BUDGET	2015-16 BUDGET
9926	**REVENUES**							
		INTEREST						
3510	INVESTMENT INCOME	6	4	0	0	**0**	0	0
		MISCELLANEOUS REVENUES						
3899	CIRCUS REVENUES	8,005	5,297	0	0	**0**	0	0
	SUBTOTAL	8,005	5,297	0	0	**0**	0	0
		TRANSFERS IN						
3910	TRANSFER FROM GENERAL FUND	0	0	0	0	**0**	0	0
	TOTAL REVENUES	8,011	5,301	0	0	**0**	0	0
9926	**EXPENDITURES**							
		SUPPLIES & MATERIALS						
4299	OTHER OPER. SUPPLIES - Circus	4,748	3,367	0	0	**0**	0	0
	SUBTOTAL	4,748	3,367	0	0	**0**	0	0
	TOTAL EXPENDITURES	4,748	3,367	0	0	**0**	0	0
	FUND BALANCE, BEGINNING	1,202	4,465		6,399	**6,399**	6,399	6,399
	REV. OVER (UNDER) EXP.	3,263	1,934	0	0	**0**	0	0
	FUND BALANCE, ENDING	4,465	6,399		6,399	**6,399**	6,399	6,399

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 Systems
	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.

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

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 reserves funds to be expended.

Financial Plan - A multi-year, long-range, approach to assessing the Village's revenue and expenditure needs which becomes the basis for formulating the annual budget which by law must be adopted. The plan is developed by utilizing existing policies, objectives, assumptions, and accepted benchmarks and activity measures.

Fiscal Year - The time period designated by the Village signifying the beginning and ending period for recording financial transactions. The Village of 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.

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.

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

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.