



City of Park Ridge

Stub Year Adopted Budget
Ending December 31, 2021



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SY21 Adopted Budget

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CITY OF PARK RIDGE

MEMORANDUM

DATE: February 10, 2021
TO: Mayor, Aldermen, City Clerk & members of the Public
FROM: Joe Gilmore, City Manager
SUBJECT: SY21 City Manager Budget Presentation

As in year's past, the annual budget cycle began in the summer with a Strategic Plan review and Capital Improvement Plan which was approved by the City Council mid-November. These components provide a road map and framework for constructing the operating budget, which staff is prepared to present to the Elected Officials and public over the next month. The levy compilation at calendar year-end provides an opportunity for staff and the City Council to review the City's financial position and make some high-level plans and expectations for the coming year.

The Municipal Code identifies certain responsibilities that the City Manager has regarding the budget, which have been met. While it is my responsibility to prepare and submit to the City Council a proposed budget for the City, this was truly a group effort. The budget was made available on the City's website on February 5, 2021. Budget Workshop sessions have been scheduled, as required, and will be held on February 10, February 24, and March 10, 2021. A public hearing has been scheduled for April 5, 2021 immediately preceding the final action to adopt the SY21 Budget. Lastly, Council Policy Statement 40 establishes Minimum Fund Balances which are identified and addressed in the Budget Scorecard document. Note, all meetings will be held virtually via GoTo Webinar, as it has been determined that it is not practical or prudent to schedule in-person meetings.

Property tax levy and historical perspective

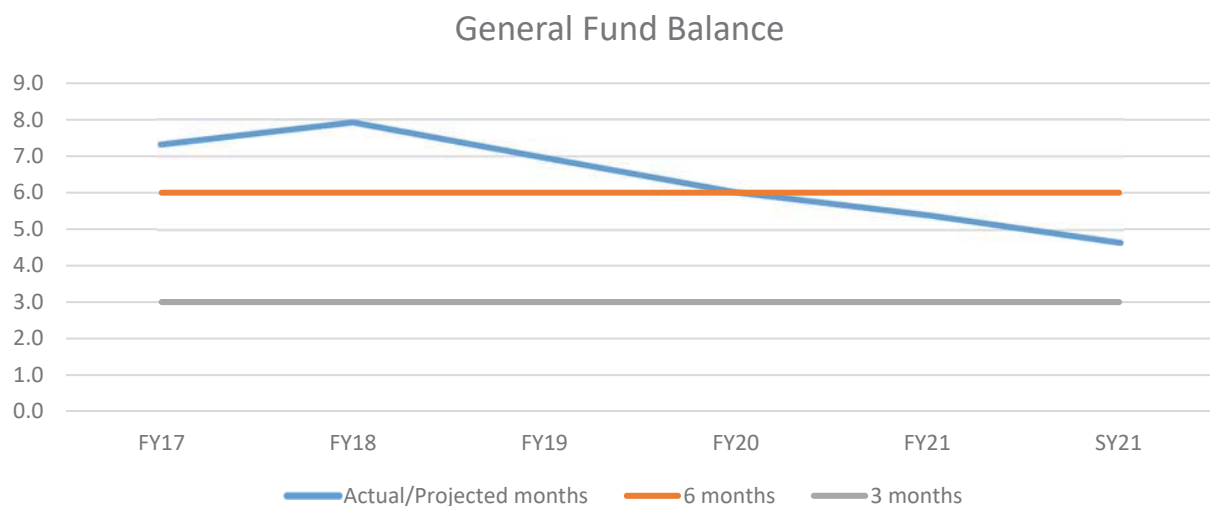
Looking back to the end of FY16, through a combination of levy increases and restrained spending, the City had achieved fund balances in excess of minimums established by policy. Strategic planning determined that excess fund balances would be drawn down methodically, through a combination of levy reductions and increased spending on deferred infrastructure and value-added projects. The next three budget years followed this course and the City was able to provide levy reductions as follows: December 2016 (-8.1%), December 2017 (-9.0%), and December 2018 (-10.0%). As excess fund balance was spent down, and as anticipated and cautioned by Staff in 2016 – 2018, the levy needed to increase to sustain operations. Deficit spending is appropriate when excess fund balances exist, but collecting less than we need to cover operations is not a viable long-term possibility. As such, in December 2019 the levy was increased +6.4%, with the vast majority of that increase attributed to the City's General Fund. This increase was intended to begin to transition the organization back to revenue levels needed to sustain operations, knowing that drawing on excess fund balances would not be possible for much longer. In December 2019 we had no knowledge of COVID-19 or the role it would begin to play just a few months later.



In March 2020 news of COVID-19 spread and while the extent of the financial impact was unknown, it was clear that this would significantly impact our revenue sources and required a change in the plan we had been working since 2016 or before. The final few months of FY20 included spending restrictions to begin to help absorb the financial impact of the pandemic. Reductions in several expenditure categories: materials, training, memberships and delayed hiring practices were implemented and exist to date. The FY21 Budget approved by City Council in April 2020 included significantly scaled back spending and contingency (“on hold”) projects that were not considered when the budget was initially constructed in a pre-COVID-19 world.

Staff fully anticipated that the General Fund levy would again need to increase in December 2020 to further close the deficit gap that had been created by prior levy decreases. Given the financial burden of COVID-19 on taxpayers, it was determined that the December 2020 General Fund levy would decrease minimally to help offset required pension funding increases and keep the overall levy increase manageable.

The plan to reduce excess fund balances, demonstrated in the graphic below, was impacted in FY20 and FY21 given spending restrictions implemented in reaction to COVID-19.



SY21 Budget

The SY21 Proposed Budget differs from prior years budgets in a number of significant ways. First, this is a transition budget which moves us from a fiscal year (May – April) to a calendar year model (Jan – Dec). As such, the budget presented herein is a “stub year” budget, covering an eight-month period from May 1, 2021 to December 31, 2021. The transition to a new budget period comes with numerous challenges for staff, and makes prior year comparisons more difficult. However, transitioning to a calendar year budget removes timing differences between the levy and budget process, and annual project lifecycles and improves our financial alignment.

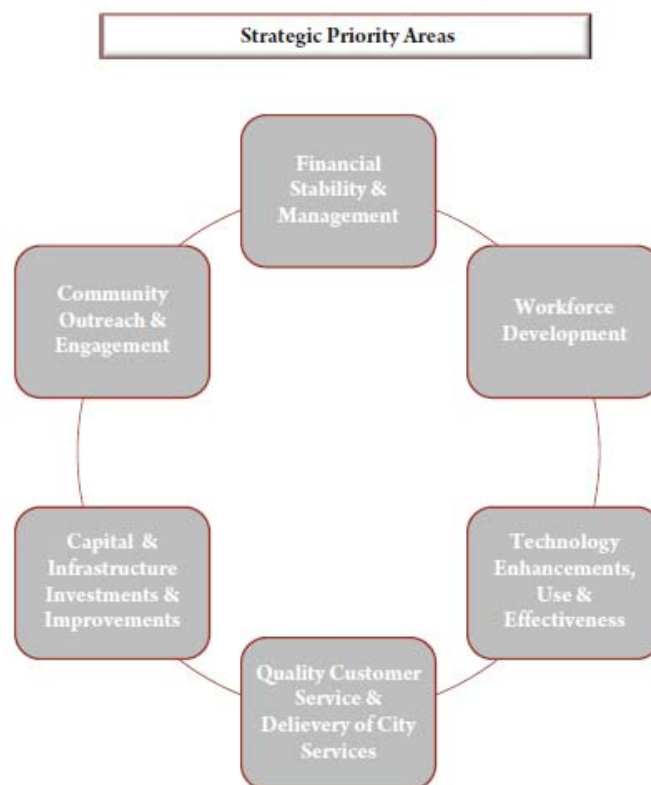
The SY21 Proposed Budget is also the first budget cycle initiated with full knowledge of the COVID-19 pandemic. While the extent of the financial impact from the pandemic is not yet known, the budget creation process was heavily influenced by this new reality.

Lastly, as noted above, the City is in the fifth year of a financial transition from a period of excess fund balances to convergence on those targets and the necessity to align budget expenditures with annual revenue inflows.

The challenge to staff in creating the SY21 Proposed Budget was two-fold: to continue to make progress on the City’s Strategic Plan, while simultaneously restricting spending where possible to be responsive to the ongoing pandemic. While always an iterative process, this year’s budget cycle included more meetings and analysis and resulted in the budget being presented, which in the case of the General Fund is over \$1M better than initially constructed, not including over \$350k in projects being recommended for contingency status.

Strategic Planning

The City’s Strategic Plan was updated in the fall of 2019. This collaborative update identified six key strategic priority areas as noted below:



Due to the fact that the plan was updated months before the world learned of COVID-19, the pandemic was not specifically addressed in the detailed goals. However, in reviewing the Strategic Plan with Council in the summer of 2020, it was generally agreed that the priority areas identified are still relevant and appropriate. Continued diligence and management of all aspects of COVID-19 is a top priority for all departments of the City. The SY21 Proposed Budget includes goals and initiatives that the Department Heads will be prepared to outline as we review the departments and funds during the budget workshops.

Budget Workshop Sessions

Three virtual budget workshop sessions have been scheduled on February 10, February 24, and March 10. The public is welcome and encouraged to log onto these sessions along with, as always, any Committee or City Council meeting.

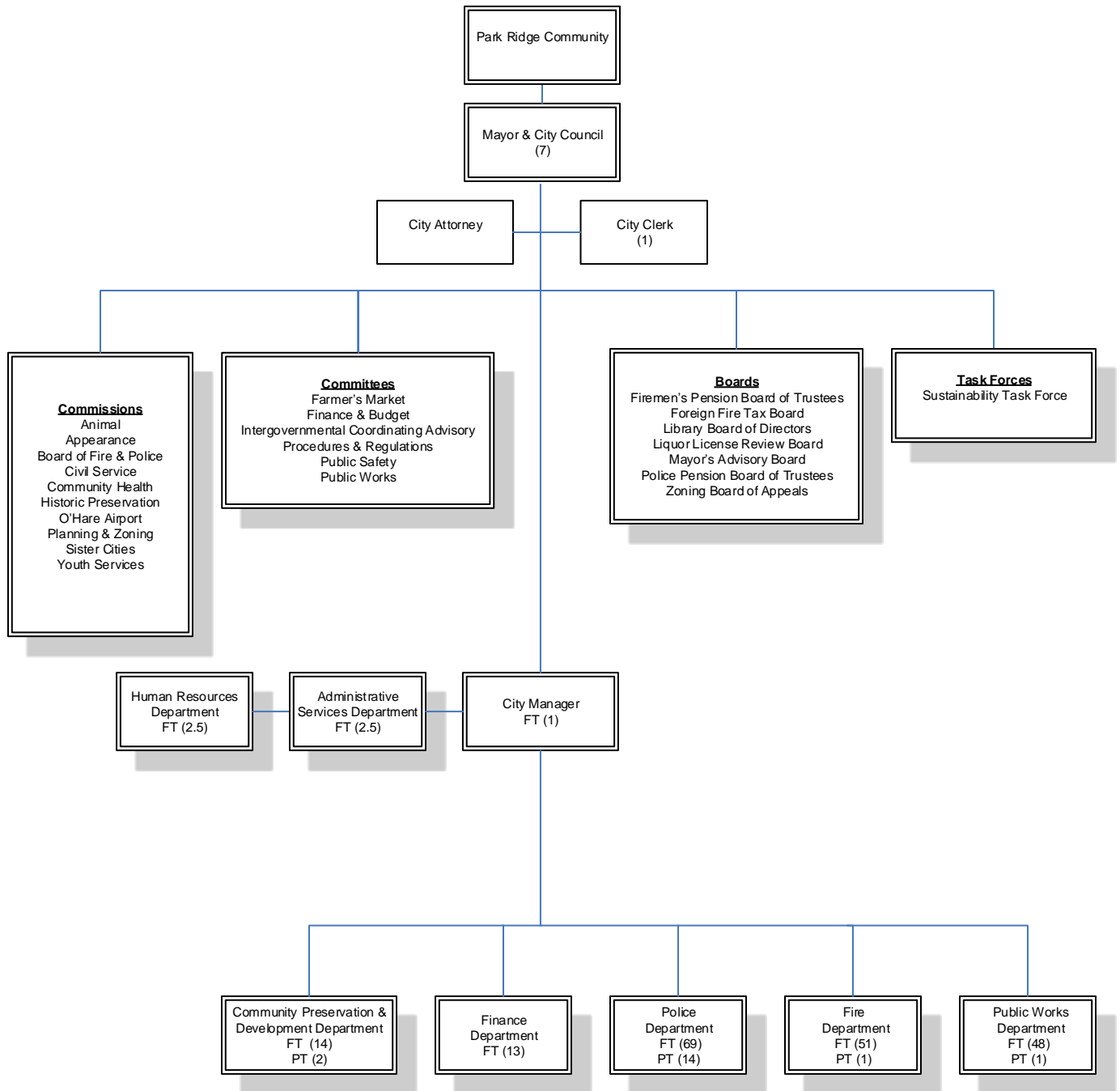
The workshops are scheduled for three hours each, beginning at 6:00 PM with a hard stop at 9:00 PM. In the event that the entire budget is not covered in the three budget workshops, a portion of the March 22 Finance & Budget Committee meeting will be utilized. Elected Officials have the opportunity to submit any additional items or changes to the SY21 Proposed Budget in advance (preferably) or at the beginning of each workshop session. Additional research and/or additions or changes to the SY21 Proposed Budget will be pursued by staff with consensus from Council.

Conclusion

Staff has carefully constructed the SY21 Proposed Budget to be consistent with the policies and vision established by the City Council. The plan for the eight-month stub period is not as aggressive with regard to projects and initiatives as historical budgets have been, due to financial restrictions necessitated by COVID-19. Head count additions or modifications that result in a net increase in expenditures have been tabled for future years budget consideration. Nevertheless, staff believes the proposed budget strikes a financially responsible balance, improves customer service, and is responsive to our employees and the residents we serve.

Thanks to the Department Heads for their diligence in preparing the budget and to the Finance Staff for leading the process, specifically: Andrea Lamberg, Finance Director; Linda Miller, Assistant Finance Director; Niki Karouzos, Financial Specialist; Lee Limperatos, Senior Accountant; and Vanessa Wells, Senior Administrative Assistant.

City of Park Ridge Government



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City of Park Ridge Strategic Plan and Goal Development 2019



Prepared by project facilitators:

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Senior Research Associate

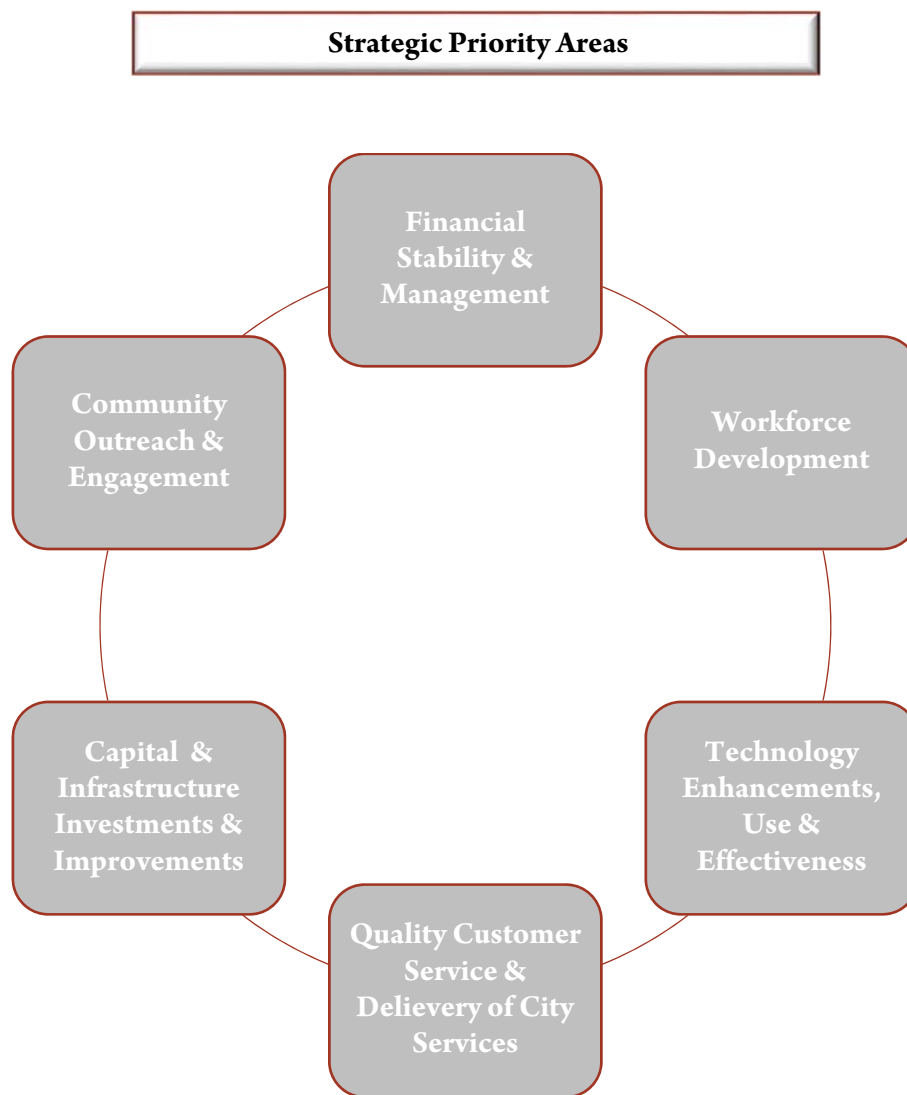
NORTHERN ILLINOIS UNIVERSITY – CENTER FOR GOVERNMENTAL STUDIES

EXECUTIVE SUMMARY

Strategic planning is a preferred approach to guiding an organization’s future rather than making decisions issue by issue. The City of Park Ridge (“the City”) engaged the Center for Governmental Studies (CGS) at Northern Illinois University (NIU) to facilitate a strategic planning workshop with Council and senior staff members in October of 2019. The strategic planning workshop provided a positive atmosphere for the Council and senior staff members to work together and collaboratively review and develop the Council’s visions for the future and strategic goals to determine where it is the City wants to go as an organization.

STRATEGIC PRIORITIES

Ultimately, six key strategic priority areas were identified as an outcome of the process highlighting activities and initiatives that the City should focus on in both the short- and long-term. The strategic priority areas identified during the workshop [in no particular order] are illustrated below.



STRATEGIC GOALS

After discussions regarding the City's visions for the future, current strengths, weaknesses, opportunities and threats, participants were asked to identify short-and long-term goals. After the goals were developed, participants were then asked to classify each goal according to a matrix model of time and complexity. Agreed upon criteria were used to classify a goal as short- or long-term and as complex or routine (please see full report for defined criteria).

Following the classification exercise and after the strategic planning workshop retreat, the Council was asked to delineate, via an online ranking exercise, which goals should be given the highest priority. In total, the group developed four short-term routine goals, eight short-term complex goals, four long-term routine goals and eight long-term complex goals. The *top three goals* from each category are offered as a process "snapshot" representing the most important strategic goals or priority areas for the Council and staff to address in the months and years ahead (see below). For a full review and appreciation of all the strategic goals developed, discussed and ranked, please refer to the full report.

SUMMARY OF TOP 3 GOALS ORGANIZED IN TIME/COMPLEXITY MATRIX

SHORT-TERM GOALS

Short-term Routine Goals

- Continue to improve external customer service to residents
- Develop an internship program to promote careers in local government while adding organizational capacity
- Explore inclusion of recreational cannabis on the next election/referendum ballot

Short-term Complex Goals

- Redevelop the City's website to make it more accessible and user-friendly
- Continue to address Organizational Development and Workforce Planning needs
- Examine and reorganize departments to align with needs of the community, expected service levels and strategic goals

LONG-TERM GOALS

Long-term Routine Goals

- Continue to emphasize the City's commitment to financial stability and fiscal management to address goals, priorities and needs
- Develop an overall communication strategy for both external and internal stakeholders
- Continue to build institutional knowledge, staff depth, skills and strategy on how to "evolve" the organization for the future

Long-term Complex Goals

- Continue to manage our stormwater utility master plan and regularly communicate projects, impacts, outcomes and scheduling
- Continue to improve the technological infrastructure at City Hall and in Departments; enhance technology in all units
- Highlight/communicate when the installation phase/construction begin on portions of our long-term/ adopted infrastructure plan
- Continue to update the City's comprehensive plan/overall land use plan

****Note: Two goals in the long-term complex category received tied scores for being ranked third.***

INTRODUCTION

As an organization, the City has placed itself among the special class of governmental entities that have made a commitment to formalized strategic planning and goal setting exercises (Figure 1). As City leaders are aware of, strategic planning is not a new phenomenon for progressive communities and government agencies. Policymaking boards and staff in both private and public organizations, including the City, recognize the value of such processes. This important work will serve the community well into the coming years.

The Council and senior staff members gathered in October 2019 to discuss the City's vision, develop goals, and ultimately establish the future direction for the City. The strategic planning workshop provided a positive atmosphere to set aside time to methodically, *strategically*, determine where it is the City wants to go as an organization. As was shared with the Council and senior staff members at the conclusion of the workshop, the organization

Figure 1. Strategic Planning Model



should resist the temptation to rearrange priorities as the fiscal year moves along. It is important to adhere to the results of the Council and senior staff members' efforts throughout this process and the City's budgeting process.

Keep in mind that the judicious use of the City's limited resources (including financial resources and professional staff time) will be the key to good results. These high standards can place a strain on the organization, as excellence requires adequate staff time, expertise and resources. In the end, quality policies and quality implementation equate to tough choices in setting priorities and in allocating resources. Only a limited number of goals and objectives can be effectively managed and implemented at any given time. In a very realistic sense, clear and stable priorities must be maintained if the City desires to stretch its resources as far as they can go.

Outline of Workshop Leadership Exercises and Discussion Sessions

The format for all of the discussion sessions used in the planning effort employed approaches that were highly participative and interactive. The process was informed by the environmental scanning components and the identified strengths, weaknesses, opportunities and threats for the City. The workshop facilitators utilized a group discussion approach called '*Nominal Group Technique*' where participants were assured equal

opportunities to speak and share opinions by the facilitator. During the workshop sessions, individuals had the opportunity to generate and share their ideas, as well as participate in group activities allowing them to weigh alternatives and refine their thinking through dialogue. As ideas were shared and debated, the group worked steadily toward a consensus regarding organizational values, purpose, future directions and priorities.

Session I. Introduction Exercise – Icebreaker and Visioning

Each participant engaged in a visioning and important topic identification exercise by selecting two items from the “garage sale” table and using them to answer two questions. The first item was used to answer the question, “What do you see as an important topic the City should address in the next 1-3 years?” The second item was related to the visioning question, “In 10-15 years when I return to the City, I hope to see, or think I will see...,” in regards to services, programs, staffing levels, capital needs and general concepts that should or would be present in the City at these intervals. Participants were asked to think about their ideas ahead of time and then be ready to share them with the group during the first session of the workshop. This was a brainstorming exercise—all ideas about the City’s future were encouraged and shared. No evaluative or judgmental debate was permitted during this session. Below is a summary of those answers.

Exploration of the City of Park Ridge’s Important Current Topics/Issues

Garage Sale Item	Important Topics/Issues
Phone cable	Technology improvements
Charger	Technology advancements with green components; plug-in to relevant technology trends (e.g., electric car stations), cost-effective and environmentally-friendly
Eye glass wipes	Misinformation/communicate facts and make decisions based on facts – develop a communication/education strategy (e.g., value of city tax)
Brick	Development in underdeveloped/vacant commercial properties
Garbage can	Implement solutions that are also environmentally-friendly and sustainable and include in the goals
Fire hydrant	Infrastructure improvements
Brick	Innovative strategies to encourage, manage and maintain commerce, including e-commerce
Drafting set	Doing things more efficiently (i.e., “smarter” approaches and strategies}
Police car	Addressing what a sustainable policing model is in the future (e.g., drones, cameras, self-driving squad cars, etc.)
Checkbook	Financial stability
Valve/pipe	Maintain funding for infrastructure improvements; don’t fall behind and continue to elevate the employee experience focused on performance and retention. Become an attraction/employer of choice to have more talent to choose from
Metra schedule	Parking availability, especially for commuters, connectivity through the town and the access points for bikers and walkers

Garage Sale Item	Important Topics/Issues
Flower	Continue to make Park Ridge a livable, enjoyable, adaptable community by meeting current and future expectations, demands and trends. Enhance accessibility for all residents (e.g., transportation) and work to become/maintain being an attraction and destination and to be the choice along the Metra line (i.e., be competitive for residents, workforce, and businesses)
Valve	Shutting off troubled water mains – addressing and resolving flooding issues
Fire sprinkler	Keep sprinkler systems in homes and businesses
CD	Investment in employees – education for employers from a technology standpoint and attract and retain skilled staff, especially with technology

Exploration of the City of Park Ridge's Desired Future Condition: Visions of the Future

Garage Sale Item	Visioning
Batteries	Less reliant on ComEd Public Works department's functions and staffing levels relatively the same
Fire truck	Maintain fleet and equipment updates and quality and see a safer community. Possible regionalization of public safety– not to be feared and plan for impact of healthcare development in the city
Slinky	Financial stability, stable and predictable tax levy. Finance department is more reliant on technology. Different skilled workforce – tech savvy and customer service oriented and can communicate and educate residents
Fish	Communication about flood mitigation and private solutions embraced by residents. Technology improvements embraced by the public (e.g., online permits), processes more reliant on technology, take on larger role for economic development, more outsourcing could result in lower staffing levels
Ruler	Vertical growth and a more vibrant uptown (e.g., theater, dining, entertainment options); Mixed-use buildings (condos) on the parcel where city hall is, a new municipal center; more consolidation of 911 call centers and police records, more reliance of police functions using technology and police recruitment
Smart Gov. Coaster	More efficient processes via technology, more social/technology interaction with residents
Athena	Continue to use/enhance technology to improve the customer experience and employee experience/efficiency - embrace technology rather than become stagnant. Become a community that embraces progressive opportunities while maintaining a small town feel and charm
Golf ball	Public-private partnerships to enhance recreational opportunities and technology improvements
Cork	Vibrancy in uptown and around the community (e.g., Busse Highway/business districts)
Dollar bill	Financial discipline – stable and responsible

Garage Sale Item	Visioning
Construction hat	No more flooding
Map	Maintain green space and tree canopies to lead to quality of life enhancement
Necklace	Preserve property values and culture
Ball repair marker	Innovative ways to improve active and recreational opportunities to encourage a healthy and happy community
Pipe	Active and vibrant community, city-wide infrastructure improvements (e.g., roads, flooding, technology, facilities, etc.)
Vision Statements from 2016/17 – Carried forward to 2019	
Mature trees/restored canopy urban forests	
Flood City reputation is a thing of the past	
Uptown, S. Park & Higgins corridors are thriving (new buildings – refurbished buildings)	
Bustling commerce in all our business areas – people walking from store to store	
Stable finances	
Organizations seen as efficient, well-run organization in service to citizens	
An active and diverse population as I drive through town – enjoying the community, the downtown, gathering places, etc.	
Innovative ways to encourage happy, healthy, and an active community	
Returning generation – our kids will come back and live here/want to be here – desirable return – a <u>destination</u> where people want to be	
Employees’ jobs will be safer, easier, more efficient, more technology – might be services we haven’t imagined	
Use technology to enhance the employee experience	
New Public Safety building with Police and Fire departments, but where? A new E.O.C. (but not in the basement)	
More technology (like sprinklers) reduces time on the scene, etc. More shared resources – we almost act like a regional department now with MBAS. Demographics will impact our services	
Technology advanced organization/operation that meets residents’ needs – keep pressing to advance	
Proactive organization and government that drives/supports being proactive and innovative, now we are reactive – in future trends, models, stats and dashboards will be used	
A more collaborative Council and Senior Staff – remove roadblocks –to keep high performing staff and keep the team motivated	
An even more vibrant downtown – daytime foot traffic, night time activity and less storefront vacancies	
More online technology and transactions city-wide, like transactions with finance, permitting, data, citizen requests, etc.	

Session II. Surrender or Lead

Participants were introduced to a leadership exercise entitled “Surrender or Lead.” The premise is that participants work to develop responses to some simple, but effective and thought-provoking questions. Participants were asked to respond to a series of structured questions designed to initiate discussion and reveal hopes, perspectives, challenges, opportunities or possible barriers based on the collective view of each participant’s team. The group’s responses were recorded on flip chart paper and are reported below. Underlined sections are key phrases that the group provided in response to the exercise’s open questions and prompts.

Group #1

[Team name: Omaha Beach]

1. We want to lower property taxes, but our costs and needs are growing.
2. The two most important things to focus on are quality of life and development mix.
3. If it weren’t for being landlocked, we would have more stormwater management and park options.
4. We need to finally recognize that City character and progress are not necessarily opposed to each other
5. Other units of government will have the biggest impact on the City in the coming 2-3 years.

Group #2

[Team name: When the Levy Breaks]

1. We want to raise the bar, but have limited resources.
2. The two most important things to focus on are financial stability and infrastructure because it improves the quality of life.
3. If it weren’t for the finite resources and levy concerns, we would accelerate progress.
4. We need to finally make a decision about flooding.
5. The Illinois General Assembly will have the biggest impact on the City in the coming 2-3 years.

Group #3

[Team name: Speedy 3’s]

1. We want to invest, but need to be careful.
2. The two most important things to focus on are community development and infrastructure because Park Ridge should be a desirable place to be in.
3. If it weren’t for the TIF burden, we would be more secure.
4. We need to finally have a financial plan to sustain infrastructure investments and ongoing operations.
5. State of Illinois and the economy will have the biggest impact on the City in the coming 2-3 years.

Session III. Environmental Scanning, Internal and External S.W.O.T Analysis

The next step of the strategic planning process involved reviewing and accounting for the internal and external factors present in the environment that can potentially influence the success of the City, both negatively and positively. Given the exploratory statements and challenges raised in the Surrender or Lead exercise, participants were then asked to identify what constraints and practical difficulties are likely to be encountered that will make it challenging to achieve the desired future state. These elements included both internal and external factors, conditions, trends, regulations, agencies, resources, etc. Furthermore, participants were asked to identify the organization's **strengths (S)** and **weaknesses (W)**. In what areas does the City regularly excel, and in what areas are there difficulties or shortcomings in terms of expertise, resources, training, etc.? What **opportunities (O)** are on the horizon that can be used to the City's advantage? Conversely, what trends or **threats (T)** lie ahead that would be obstacles or hindrances?

S.W.O.T. EXERCISE (Strengths, Weaknesses, Opportunities, Threats)

INTERNAL

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> ◆ Location ◆ Proximity to high quality assets: the City, O'Hare airport, highway network, etc. ◆ Home values ◆ Safety of the community ◆ Transparent government ◆ Schools ◆ Financial stability ◆ Citizen involvement ◆ Reputation as a city ◆ Quality staff/professionals ◆ Vibrant uptown area ◆ Positive leadership approaches and relationships ◆ Life-long residents ◆ Park Ridge as a destination ◆ Restaurant profile ◆ Access to public transportation ◆ Faith community/churches ◆ Private schools ◆ Railroad ◆ Strong residential base ◆ Adjacent to forest preserves 	<ul style="list-style-type: none"> ◆ Landlocked/built-out ◆ Home values – barriers to entry ◆ Small commercial base ◆ Zoning ordinance – vague/staid ◆ Reputation ◆ Perception of parking ◆ Facilities ◆ Environment sustainability ◆ Airport noise and pollution ◆ Real estate options for the elderly population ◆ South Park parking ◆ Railroad division ◆ Limited pedestrian crossings ◆ Traffic congestion

EXTERNAL

OPPORTUNITIES	THREATS
<ul style="list-style-type: none">◆ Improving financial position◆ Vacant commercial properties◆ Enhanced communication with community◆ Clarified priorities◆ Social media◆ Succession planning◆ Technology needs◆ Community demographics◆ Changing development opportunities◆ Exploring user fees and revenue distribution◆ Facilities◆ Environment sustainability◆ Strong credit rating◆ Bond rating◆ Pension reform◆ Real estate options for the elderly population◆ Technology options/use for customers◆ South Park parking◆ Promoting/marketing Park Ridge◆ Open-minded to progressive opportunities◆ Communication and community awareness◆ Community policing strategies	<ul style="list-style-type: none">◆ Springfield – mandates or other government policies: local, county, state, federal◆ Climate change◆ Aging infrastructure◆ Small commercial base◆ Social media◆ Next recession◆ Outdated zoning ordinances◆ Community demographics◆ Parking◆ Salary compression/salary market◆ Perception of the tone at the top◆ Employee changes, retirement attrition, turnover◆ Pension reform◆ Stabilization of the tax levy◆ O'Hare's new runway◆ Overall community health◆ Large employers (i.e., concentration risks)◆ Terrorism/mass violence◆ Cyber security/cyber attacks

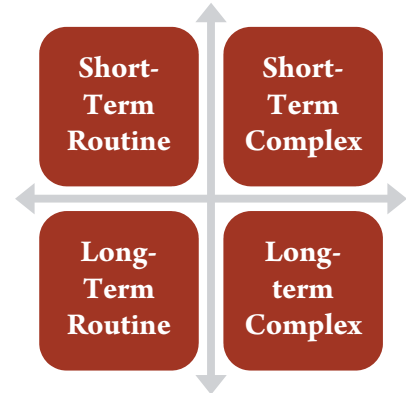
Session V. Nominal Group Goal Identification

With the preceding sessions as a sound foundation for goal-setting, the final session was a healthy group discussion of goals and/or action items needed to achieve the future visions as expressed by the group. To begin the process, participants returned to the groups they had worked with during the previous exercise. Each member was allotted time to highlight the three or four most important policy and program goals that he or she thinks the City should accomplish in the next one to five years. The groups then shared their short- and long-term goals with the larger group. Goals that participants developed could be highly specific or general.

Classification. At the end of the open discussion, participants were asked to classify each goal according to a matrix model of time and complexity (Figure 2). Agreed upon criteria were used to classify a goal as short- or long-term and as complex or routine. The purpose of the exercise is to group goals of roughly the same type together so when prioritization occurs, the participants can avoid the problem of comparing “apples to oranges.”

The agreed upon criteria used for classifying goals as either short- or long-term and routine or complex involved the following: **Short-term goals** were those goals that could or should be completed or substantially underway in the next one to three years. **Long-term goals** were those goals that could or should be completed or substantially underway within a three to eight year timeframe. **Routine goals**, although not necessarily simple or easy, were goals that could be accomplished with a strong commitment by the City, and could likely be accomplished within present budget streams, some modest outside assistance, or with minor task or staff reallocations. **Complex goals** were goals that required extraordinary resources, specialists, funding, or the agreement of outside organizations or agencies, or, a private partner/contractor.

Figure 2. Goal Time & Complexity Matrix



Open Group Discussion and Consolidation of Goals

This final phase of the discussion served as the forum for Council and staff members to discuss, evaluate, and debate the ideas and goals offered by each participant in the previous sessions. Participants were asked to give their opinions, evaluations and judgments of the worthiness and value of different policy objectives.

Prioritization of Goals

After the workshop, each Council member was asked to delineate, via an online ranking exercise, which goals should be given the highest priority. The Council was provided an online ranking tool where point values were assigned to each goal in each quadrant of the time and complexity matrix by individuals. The calculation of goal prioritization consisted of “forced ranking” where the ranking of each identified goal is averaged by the rankings given by all participants. For example, if a goal were given the scores of 2, 5, 6, 6, 1, 2 and 3, the average total would be 3.57. **The lower the score, the higher the priority.** Again, the average totals were based on the ratings provided.

The following illustration presents the Council’s **top three goals**, within each quadrant, as they emerged from the consensus ranking exercise (Figure 3). The top three goals are offered here as a *process “snap shot”* of the most important strategic goals or issues areas for staff to address in the months and years ahead. In total, the group developed four short-term routine goals, eight short-term complex goals, four long-term routine goals and eight long-term complex goals.

Figure 3. Top Three Goals within Each Quadrant of the Time and Complexity Matrix

Short-Term Routine Goals

- Continue to improve external customer service to residents
- Develop an internship program to promote careers in local government while adding organizational capacity
- Explore inclusion of recreational cannabis on the next election/referendum ballot

Short-Term Complex Goals

- Redevelop the City's website to make it more accessible and user-friendly
- Continue to address Organizational Development and Workforce Planning needs
- Examine and reorganize departments to align with needs of the community, expected service levels and strategic goals

Long-term Routine Goals

- Continue to emphasize the City's commitment to financial stability and fiscal management to address goals, priorities and needs
- Develop an overall communication strategy for both external and internal stakeholders
- Continue to build institutional knowledge, staff depth, skills and strategy on how to "evolve" the organization for the future

Long-Term Complex Goals*

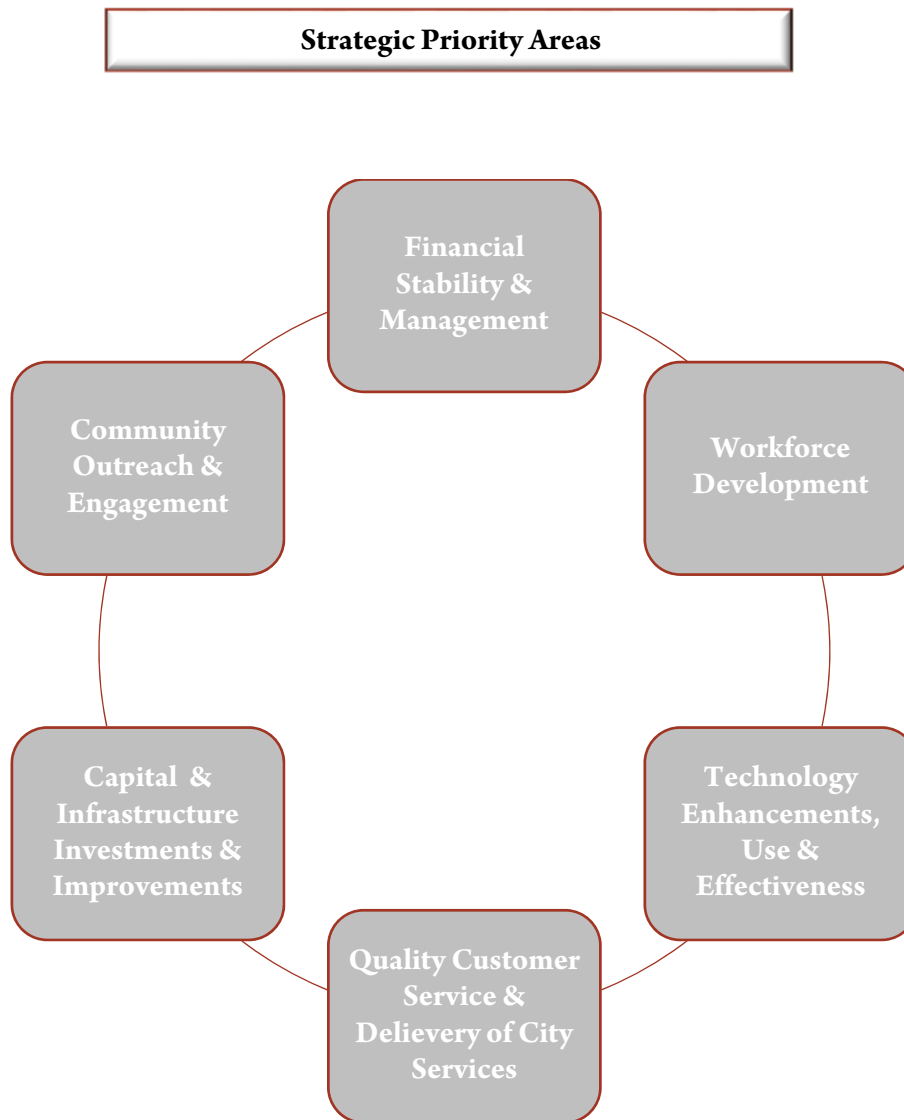
- Continue to manage our stormwater utility master plan and regularly communicate projects, impacts, outcomes and scheduling
- Continue to improve the technological infrastructure at City Hall and in Departments; enhance technology in all units
- Highlight/communicate when the installation phase/construction begin on portions of our long-term/ adopted infrastructure plan
- Continue to update the City's comprehensive plan/overall land use plan

****Note: Two goals in the long-term complex category received tied scores for being ranked third.***

As part of the overall planning process, the strategic planning team developed a total of 24 goals. The above summarizes only the top 3 priorities as arranged in the time and complexity matrix. For a full review and appreciation of ***all*** the strategic goals developed, discussed and ranked, please see [Appendix A](#).

STRATEGIC PRIORITY AREAS

Ultimately, six key strategic priority areas were identified as an outcome of the process highlighting activities and initiatives that the City should focus on in both the short- and long-term. The strategic priority areas identified during the workshop [in no particular order] are illustrated below.



As the City knows from prior experience, the value of the strategic planning process will be best realized when it is used as an active working guide to both City's leadership team and staff. The process report here is designed to capture the content of the discussions and to assist the City in developing action plans in a follow-up session for appropriate committees, departments and elected officers.

The exchange of ideas and dialogue during the discussion sessions and the strategic planning workshop demonstrates that the City remains committed to progressive leadership. The Council and management team are looking ahead and committed to strategic thinking and planning. One noted observer who is often recognized by the project team for his views on organizational change summarizes the challenges of organizational progress this way:

***"The art of progress is to preserve order amid change,
and change amid order..." -A.N. Whitehead***

We wish you well with the ambitious year that lies ahead.

The image shows two handwritten signatures in black ink. The signature on the left is 'Greg Kuhn' and the signature on the right is 'Jeanna Ballard'.

Greg Kuhn and Jeanna Ballard, Session Facilitators

APPENDIX A:

CITY OF PARK RIDGE PRIORITIZED STRATEGIC GOALS

APPENDIX A: Prioritized Strategic Short- and Long-term Strategic Goals

Short-Term Routine Goal Prioritized Rankings

SHORT-TERM ROUTINE GOALS	GROUP AVERAGE
Continue to improve external customer service to residents	1.6
Develop an internship program to promote careers in local government while adding organizational capacity	2.8
Explore inclusion of recreational cannabis on the next election/referendum ballot	2.8
Revisit the City's recent compensation study data related to all positions including aldermanic compensation, ensure compensation philosophy remains competitive and market appropriate	2.9

Short-Term Complex Goal Prioritized Rankings

SHORT-TERM COMPLEX	GROUP AVERAGE
Redevelop the City's website to make it more accessible and user-friendly	2.9
Continue to address Organizational Development and Workforce Planning Needs: <ul style="list-style-type: none"> Conduct/develop succession planning analysis/program in departments Undertake employee retention and motivation enhancements to reduce employee turnover Build a strong community service culture dedicated, public trust, professionalism for all public safety (police & fire) services 	3.6
Examine and reorganize departments to align with needs of the community, expected service levels and strategic goals: <ul style="list-style-type: none"> Refine current department structures to respond to changing dynamics and enhancements to organizational processes and priorities Assess staffing profile in the police and fire departments to match staffing to mitigate shift shortfalls, reduce overtime and build the bench 	3.9
Work to enhance mobility improvements throughout the community; explore options for: <ul style="list-style-type: none"> Parking, especially commercial, Metra, downtown Biking/walking Commuting 	4.0
Formulate and adopt a green/sustainability plan/provide services in an environmentally friendly way according to our plans and approaches	4.9
Retain planning consultant to begin to update, revise the zoning code/ordinance	5.3
Establish and specify a city-wide facility maintenance, repair, replacement program and begin repairs based on priority needs: <ul style="list-style-type: none"> Review facility enhancements, improve work environment & space, including HVAC, effectiveness, and service delivery efficiency 	5.5
Implement an automated water meter reading and improved tech-based water loss system	6.0

Long-Term Routine Goal Prioritized Rankings

LONG-TERM ROUTINE	GROUP AVERAGE
<p>Continue to emphasize the City's commitment to financial stability and fiscal management to address goals, priorities and needs:</p> <ul style="list-style-type: none"> • Reduce TIF debt • Prepare for any adverse impacts or changes due to State of Illinois factors • Continue to strengthen our financial position • Continue to improve bond/credit rating • Forecast funding needs of the City's internal service funds that have been depleted since 2008 	1.5
<p>Develop an overall communication strategy for both external and internal stakeholders:</p> <ul style="list-style-type: none"> • Re-examine resident newsletters and their distribution cycle to provide more timely material 	2.4
<p>Continue to build institutional knowledge, staff depth, skills and strategy on how to "evolve" the organization for the future:</p> <ul style="list-style-type: none"> • Be willing to revise and flex the organization and processes to best serve the community • Solidify a collaborative council - staff relationship 	2.9
<p>Continue to improve/resurface/reconstruct alleys in town and improve gravel alleys; develop a long-term/comprehensive approach to alley improvements</p>	3.3

Long-Term Complex Goal Prioritized Rankings

LONG-TERM COMPLEX	GROUP AVERAGE
<p>Continue to manage our stormwater utility master plan and regularly communicate projects, impacts, outcomes and scheduling:</p> <ul style="list-style-type: none"> • Identification of flood projects resulting from master planning underway • Explore/discuss/determine funding options (SSA's, utility model, financing, etc.) for stormwater projects 	2.4
<p>Continue to improve the technological infrastructure at City Hall and in Departments; enhance technology in all units:</p> <ul style="list-style-type: none"> • Explore technology for financial reporting, tracking, building, and permitting functions • Implement and expand use of online technology for transactions, meter reads, payables, receivables, etc. • Move toward a digital office • Replace planning and development software that integrates with finance • Implement applicant tracking software in HR • Take steps to move to an entire digital flow in community development, planning, and inspections including digital storage and retention • Move to a paperless HR recordkeeping system from recruitment to day-to-day, benefits, performance evaluation 	3.5
<p>Highlight/communicate when the installation phase/construction begin on portions of our long-term/adopted infrastructure plan</p> <ul style="list-style-type: none"> • Maintain expanded sewer lining program and lengthen service life of sewer facilities 	3.9
<p>Continue to update the City's comprehensive plan/overall land use plan</p>	3.9
<p>Commit to exploring and then confirming our overall economic development strategy and policies</p> <ul style="list-style-type: none"> • Embrace progressive opportunities while maintain small town feel and historic charm • Review a business recruitment & retention program as part of our broader economic development strategy • Strengthen our identity, uniqueness, branding, and gateways • Examine the Community Preservation and Development Department's role, focus and expansion 	4.1

LONG-TERM COMPLEX	GROUP AVERAGE
Continued evaluation of our Uptown area while also making progress improvements in other commercial outdoors with focus on South Park, Higgins Corridor and Busse area	4.8
Explore changing/restructuring the City Clerk's position	6.5
Complete the remaining police department space improvement plan	7.0

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CITY OF PARK RIDGE FUND BALANCE SCORECARD

	SPECIAL REVENUE FUNDS									
	General	Dempster TIF	Motor Fuel Tax	Uptown TIF	IMRF	FICA	Municipal Waste	Asset Forfeiture	Foreign	Fire
FY20 Audited Results										
FY20 Beginning Fund Balance	\$ 20,049,177	\$ 105,846	\$ 1,007,596	\$ 5,260,712	\$ 278,467	\$ 722,496	\$ 817,187	\$ 145,949	\$ 64,868	
Revenues/ Transfers In	\$ 33,763,211	\$ 185,677	\$ 1,399,197	\$ 3,422,165	\$ 850,088	\$ 865,406	\$ 2,783,103	\$ 3,500	\$ 68,180	
Expenditures/Transfers Out	\$ (35,847,894)	\$ (186,724)	\$ (1,055,907)	\$ (2,767,905)	\$ (1,022,306)	\$ (855,128)	\$ (2,972,264)	\$ (26,667)	\$ (78,508)	
Balance Sheet Adjustments	\$ 393,196	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FY20 Ending Fund Balance	\$ 18,357,690	\$ 104,799	\$ 1,350,886	\$ 5,914,972	\$ 106,249	\$ 732,774	\$ 628,026	\$ 122,782	\$ 54,540	
FY21 Forecast										
FY21 Beginning Fund Balance	\$ 18,357,690	\$ 104,799	\$ 1,350,886	\$ 5,914,972	\$ 106,249	\$ 732,774	\$ 628,026	\$ 122,782	\$ 54,540	
Revenues/ Transfers In	\$ 33,341,515	\$ 390,004	\$ 2,125,860	\$ 4,865,000	\$ 870,238	\$ 909,908	\$ 3,140,002	\$ 6,306	\$ 82,951	
Expenditures/Transfers Out	\$ (34,966,653)	\$ (214,844)	\$ (950,000)	\$ (3,426,402)	\$ (828,838)	\$ (919,499)	\$ (3,029,277)	\$ (600)	\$ (84,100)	
Balance Sheet Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FY21 Ending Fund Balance	\$ 16,732,552	\$ 279,959	\$ 2,526,746	\$ 7,353,570	\$ 147,649	\$ 723,183	\$ 738,751	\$ 128,488	\$ 53,391	
Minimum Fund Balance	\$ 8,514,526	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
SY21 Adopted Budget										
SY21 Beginning Fund Balance	\$ 16,732,552	\$ 279,959	\$ 2,526,746	\$ 7,353,570	\$ 147,649	\$ 723,183	\$ 738,751	\$ 128,488	\$ 53,391	
Revenues/ Transfers In	\$ 21,036,075	\$ 160,000	\$ 1,332,640	\$ 2,132,500	\$ 401,337	\$ 408,138	\$ 1,400,000	\$ -	\$ 70,000	
Expenditures/Transfers Out	\$ (23,957,685)	\$ (215,800)	\$ (1,600,000)	\$ (3,813,059)	\$ (548,000)	\$ (632,979)	\$ (2,138,149)	\$ (128,000)	\$ (120,000)	
Balance Sheet Adjustments	\$ 96,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
SY21 Ending Fund Balance	\$ 13,907,622	\$ 224,159	\$ 2,259,386	\$ 5,673,011	\$ 986	\$ 498,342	\$ 602	\$ 488	\$ 3,391	
Minimum Fund Balance	\$ 8,734,132	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

	ENTERPRISE FUNDS			INTERNAL SERVICE FUNDS			
	Parking	Water	Sewer	CIEF	MERF	ITRF	Employee Benefits
FY20 Audited Results							
FY20 Beginning Fund Balance	\$ (653,594)	\$ 6,725,759	\$ 3,485,883	\$ -	\$ 3,115,019	\$ 818,928	\$ 990,727
Revenues/ Transfers In	\$ 350,221	\$ 10,089,794	\$ 1,902,696	\$ -	\$ 1,222,205	\$ 351,880	\$ 4,615,287
Expenditures/Transfers Out	\$ (378,153)	\$ (10,723,132)	\$ (1,339,582)	\$ -	\$ (391,618)	\$ (191,432)	\$ (3,869,094)
Balance Sheet Adjustments	\$ (10,860)	\$ (1,170,034)	\$ (469,857)	\$ -	\$ -	\$ -	\$ -
FY20 Ending Fund Balance	\$ (692,386)	\$ 4,922,387	\$ 3,579,140	\$ -	\$ 3,945,606	\$ 979,376	\$ 1,736,920
FY21 Forecast							
FY21 Beginning Fund Balance	\$ (692,386)	\$ 4,922,387	\$ 3,579,140	\$ -	\$ 3,945,606	\$ 979,376	\$ 1,736,920
Revenues/ Transfers In	\$ 73,500	\$ 10,593,000	\$ 1,977,000	\$ 1,216,501	\$ 469,150	\$ 50,300	\$ 4,435,464
Expenditures/Transfers Out	\$ (328,482)	\$ (11,597,353)	\$ (2,618,428)	\$ (1,216,501)	\$ (1,994,803)	\$ (243,971)	\$ (4,253,050)
Balance Sheet Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY21 Ending Fund Balance	\$ (947,368)	\$ 3,918,034	\$ 2,937,712	\$ -	\$ 2,419,953	\$ 785,705	\$ 1,919,334
Minimum Fund Balance	\$ 100,622	\$ 1,871,402	\$ 568,985	\$ -	\$ -	\$ -	\$ -
SY21 Adopted Budget							
SY21 Beginning Fund Balance	\$ (947,368)	\$ 3,918,034	\$ 2,937,712	\$ -	\$ 2,419,953	\$ 785,705	\$ 1,919,334
Revenues/ Transfers In	\$ 645,500	\$ 7,338,800	\$ 2,320,400	\$ -	\$ 500,400	\$ 200	\$ 2,700,000
Expenditures/Transfers Out	\$ (447,000)	\$ (8,511,732)	\$ (3,771,454)	\$ 695,000	\$ (503,000)	\$ (110,826)	\$ (2,975,000)
Balance Sheet Adjustments	\$ (6,880)	\$ -	\$ -	\$ (695,000)	\$ -	\$ -	\$ -
SY21 Ending Fund Balance	\$ (755,748)	\$ 2,745,102	\$ 1,486,658	\$ -	\$ 2,417,353	\$ 675,079	\$ 1,644,334
Minimum Fund Balance	\$ 71,750	\$ 2,377,100	\$ 642,864	\$ -	\$ -	\$ -	\$ -

	DEBT SERVICE FUNDS					
	Debt Service 310	Debt Service 311	Debt Service 312	Debt Service 313	Debt Service 314	Debt Service 315
FY20 Audited Results						
FY20 Beginning Fund Balance	\$ -	\$ (73,170)	\$ -	\$ 53,647	\$ -	\$ 111,753
Revenues/ Transfers In	\$ -	\$ 396,517	\$ -	\$ 429,836	\$ -	\$ 2,045,636
Expenditures/Transfers Out	\$ -	\$ (323,348)	\$ -	\$ (455,300)	\$ -	\$ (2,166,823)
Balance Sheet Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY20 Ending Fund Balance	\$ -	\$ -	\$ -	\$ 28,182	\$ -	\$ (9,433)
FY21 Forecast						
FY21 Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 28,182	\$ -	\$ (9,433)
Revenues/ Transfers In	\$ -	\$ -	\$ -	\$ 878,868	\$ -	\$ 2,046,033
Expenditures/Transfers Out	\$ -	\$ -	\$ -	\$ (907,050)	\$ -	\$ (2,036,600)
Balance Sheet Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY21 Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Minimum Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SY21 Adopted Budget						
SY21 Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues/ Transfers In	\$ -	\$ -	\$ -	\$ 1,105,000	\$ -	\$ 1,838,059
Expenditures/Transfers Out	\$ -	\$ -	\$ -	\$ (1,105,000)	\$ -	\$ (1,838,059)
Balance Sheet Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SY21 Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Minimum Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ALL FUNDS SUMMARY - REVENUE

Fund	Fund Name	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
100	GENERAL FUND	\$ 33,710,673	\$ 33,763,211	\$ 34,591,420	\$ 33,341,515	\$ 21,036,075
202	DEMPSTER TIF	\$ 200,025	\$ 185,677	\$ 214,044	\$ 390,004	\$ 160,000
203	MOTOR FUEL TAX	\$ 959,767	\$ 1,399,197	\$ 1,307,500	\$ 2,125,860	\$ 1,332,640
204	UPTOWN TIF	\$ 3,370,503	\$ 3,422,165	\$ 3,210,000	\$ 4,865,000	\$ 2,132,500
206	IMRF	\$ 763,208	\$ 850,088	\$ 725,511	\$ 870,238	\$ 401,337
207	FICA	\$ 741,310	\$ 865,406	\$ 872,730	\$ 909,908	\$ 408,138
208	MUNICIPAL WASTE	\$ 2,190,512	\$ 2,783,103	\$ 3,000,000	\$ 3,140,002	\$ 1,400,000
221	ASSET FORFEITURE	\$ 15,323	\$ 3,500	\$ -	\$ 6,306	\$ -
222	FOREIGN FIRE	\$ 63,393	\$ 68,180	\$ 68,200	\$ 82,951	\$ 70,000
310	DEBT SERVICE SERIES 2012A	\$ 450,550	\$ -	\$ 450,750	\$ -	\$ -
311	DEBT SERVICE SERIES 2012B	\$ 1	\$ 396,517	\$ -	\$ -	\$ -
312	DEBT SERVICE SERIES 2014A	\$ 813,075	\$ -	\$ 819,376	\$ -	\$ -
313	DEBT SERVICE SERIES 2015A	\$ 441,848	\$ 429,836	\$ 854,265	\$ 878,868	\$ 1,105,000
314	DEBT SERVICE SERIES 2015B	\$ 1,825,031	\$ -	\$ -	\$ -	\$ -
315	DEBT SERVICE SERIES 2016	\$ 278,499	\$ 2,045,636	\$ 1,928,948	\$ 2,046,034	\$ 1,838,059
501	PARKING	\$ 399,859	\$ 350,221	\$ 415,600	\$ 73,500	\$ 645,500
502	WATER	\$ 10,272,772	\$ 10,089,794	\$ 11,310,000	\$ 10,593,000	\$ 7,338,800
503	SEWER	\$ 2,005,134	\$ 1,902,696	\$ 2,192,000	\$ 1,977,000	\$ 2,320,400
550	CAPITAL IMPROVEMENTS AND EQUIPMENT	\$ -	\$ -	\$ 1,590,707	\$ 1,216,501	\$ 695,000
551	MOTOR EQUIPMENT REPLACEMENT	\$ 1,539,095	\$ 1,222,206	\$ 422,494	\$ 469,150	\$ 500,400
552	IT MAINTENANCE & REPLACEMENT	\$ 398,212	\$ 351,880	\$ 135,000	\$ 50,300	\$ 200
554	EMPLOYEE BENEFITS	\$ 4,149,519	\$ 4,615,287	\$ 4,375,400	\$ 4,435,464	\$ 2,700,000
6104	SPECIAL SERVICE AREA	\$ -	\$ -	\$ -	\$ -	\$ -
6105	SPECIAL SERVICE AREA	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CITY REVENUES		\$ 64,588,309	\$ 64,744,600	\$ 68,483,945	\$ 67,471,601	\$ 44,084,049
201	LIBRARY	\$ 6,358,290	\$ 2,843,443	\$ 4,480,229	\$ 4,492,229	\$ 1,869,833
TOTAL CITY AND LIBRARY REVENUES		\$ 70,946,599	\$ 67,588,043	\$ 72,964,174	\$ 71,963,830	\$ 45,953,882
INTERFUND ACTIVITY		\$ 10,406,793	\$ 9,479,789	\$ 11,338,997	\$ 9,750,350	\$ 7,856,934
TOTAL LESS INTERFUND ACTIVITY		\$ 60,539,806	\$ 58,108,254	\$ 61,625,177	\$ 62,213,480	\$ 38,096,948

ALL FUNDS SUMMARY - EXPENDITURES

Fund	Fund Name	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
100	GENERAL FUND	\$ 34,608,362	\$ 35,847,894	\$ 36,413,358	\$ 34,966,653	\$ 23,957,685
202	DEMPSTER TIF	\$ 200,798	\$ 186,724	\$ 214,544	\$ 214,844	\$ 215,800
203	MOTOR FUEL TAX	\$ 1,344,406	\$ 1,055,907	\$ 1,000,000	\$ 950,000	\$ 1,600,000
204	UPTOWN TIF	\$ 3,874,085	\$ 2,767,905	\$ 3,200,213	\$ 3,426,402	\$ 3,813,059
206	IMRF	\$ 737,377	\$ 1,022,306	\$ 887,694	\$ 828,838	\$ 548,000
207	FICA	\$ 861,932	\$ 855,128	\$ 951,616	\$ 919,499	\$ 632,979
208	MUNICIPAL WASTE	\$ 2,928,839	\$ 2,972,264	\$ 3,078,339	\$ 3,029,277	\$ 2,138,149
221	ASSET FORFEITURE	\$ 13,409	\$ 26,667	\$ 124,000	\$ 600	\$ 128,000
222	FOREIGN FIRE	\$ 43,804	\$ 78,508	\$ 70,000	\$ 84,100	\$ 120,000
310	DEBT SERVICE SERIES 2012A	\$ 450,550	\$ -	\$ 450,750	\$ -	\$ -
311	DEBT SERVICE SERIES 2012B	\$ 315,398	\$ 323,348	\$ -	\$ -	\$ -
312	DEBT SERVICE SERIES 2014A	\$ 813,075	\$ -	\$ 819,376	\$ -	\$ -
313	DEBT SERVICE SERIES 2015A	\$ 453,250	\$ 455,300	\$ 907,050	\$ 907,050	\$ 1,105,000
314	DEBT SERVICE SERIES 2015B	\$ 2,000,268	\$ -	\$ -	\$ -	\$ -
315	DEBT SERVICE SERIES 2016	\$ 176,823	\$ 2,166,823	\$ 2,036,600	\$ 2,036,600	\$ 1,838,059
501	PARKING	\$ 499,430	\$ 378,153	\$ 381,435	\$ 328,482	\$ 447,000
502	WATER	\$ 10,743,613	\$ 10,723,132	\$ 12,609,583	\$ 11,597,353	\$ 8,511,732
503	SEWER	\$ 1,633,810	\$ 1,339,582	\$ 3,432,480	\$ 2,618,428	\$ 3,771,454
550	CAPITAL IMPROVEMENTS AND EQUIPMENT	\$ -	\$ -	\$ 1,590,707	\$ 1,216,501	\$ 695,000
551	MOTOR EQUIPMENT REPLACEMENT	\$ 1,174,774	\$ 391,618	\$ 2,125,610	\$ 1,994,803	\$ 503,000
552	IT MAINTENANCE & REPLACEMENT	\$ 380,684	\$ 191,432	\$ 252,773	\$ 243,971	\$ 110,826
554	EMPLOYEE BENEFITS	\$ 3,824,250	\$ 3,869,094	\$ 4,375,000	\$ 4,253,050	\$ 2,975,000
6104	SPECIAL SERVICE AREA	\$ -	\$ -	\$ 200,000	\$ -	\$ -
6105	SPECIAL SERVICE AREA	\$ -	\$ -	\$ 200,000	\$ -	\$ -
TOTAL CITY EXPENDITURES		\$ 67,078,937	\$ 64,651,784	\$ 75,321,128	\$ 69,616,451	\$ 53,110,743
201	<i>LIBRARY</i>	\$ 6,182,965	\$ 4,210,798	\$ 5,734,598	\$ 5,076,017	\$ 2,894,605
TOTAL CITY AND LIBRARY EXPENDITURES		\$ 73,261,901	\$ 68,862,581	\$ 81,055,726	\$ 74,692,468	\$ 56,005,348
INTERFUND ACTIVITY		\$ 10,406,793	\$ 9,479,789	\$ 11,338,997	\$ 9,750,350	\$ 7,856,934
TOTAL LESS INTERFUND ACTIVITY		\$ 62,855,108	\$ 59,382,793	\$ 69,716,729	\$ 64,942,118	\$ 48,148,414

STUB YEAR 2021 WAGE SUMMARY

REGULAR WAGES								
Department	FY19	Actual	FY20	Actual	FY21	FY21	SY21	
					Revised Budget	Forecast	Adopted Budget	
Administration	\$	374,077	\$	350,240	\$	391,314	\$	260,750
Human Resources	\$	158,543	\$	133,514	\$	199,154	\$	134,397
Information Technology	\$	-	\$	-	\$	-	\$	-
CP&D	\$	1,001,882	\$	954,783	\$	1,038,049	\$	695,952
Finance	\$	719,381	\$	690,274	\$	746,829	\$	515,625
Police	\$	6,165,760	\$	6,323,978	\$	6,786,808	\$	4,676,389
Fire	\$	5,222,547	\$	5,051,341	\$	5,338,731	\$	3,602,111
Public Works	\$	2,726,219	\$	2,660,170	\$	2,743,359	\$	1,905,997
Parking	\$	140,022	\$	123,630	\$	141,803	\$	-
Sewer	\$	327,019	\$	334,854	\$	339,373	\$	252,736
Municipal Waste	\$	51,483	\$	49,627	\$	50,062	\$	30,106
Water	\$	668,619	\$	660,448	\$	667,736	\$	458,997
Library	\$	2,129,505	\$	2,163,382	\$	2,341,539	\$	1,620,686
Total Regular Wages	\$	19,685,057	\$	19,496,241	\$	20,784,757	\$	14,153,746

OVERTIME								
Department	FY19	Actual	FY20	Actual	FY21 Budget	Revised Forecast	FY21	SY21 Adopted Budget
Administration	\$	9,374	\$	11,385	\$	9,000	\$	3,000
Human Resources	\$	-	\$	-	\$	1,000	\$	1,000
Information Technology	\$	-	\$	-	\$	-	\$	-
CP&D	\$	7,393	\$	3,976	\$	6,000	\$	2,000
Finance	\$	368	\$	301	\$	2,000	\$	1,400
Police	\$	379,403	\$	351,560	\$	378,000	\$	249,480
Fire	\$	282,644	\$	429,622	\$	268,000	\$	215,000
Public Works	\$	198,246	\$	100,633	\$	169,000	\$	61,000
Parking	\$	-	\$	-	\$	-	\$	-
Sewer	\$	26,427	\$	33,526	\$	40,000	\$	26,000
Municipal Waste	\$	-	\$	-	\$	-	\$	-
Water	\$	127,258	\$	96,855	\$	129,000	\$	87,500
Library	\$	-	\$	-	\$	-	\$	-
Total Overtime	\$	1,031,113	\$	1,027,858	\$	1,002,000	\$	646,380

TOTAL WAGES								
Department	FY19	Actual	FY20	Actual	FY21 Budget	Revised Forecast	FY21	SY21 Budget
Administration	\$	383,451	\$	361,625	\$	400,314	\$	387,831
Human Resources	\$	158,543	\$	133,514	\$	200,154	\$	198,132
Information Technology	\$	-	\$	-	\$	-	\$	-
CP&D	\$	1,009,275	\$	958,759	\$	1,044,049	\$	959,750
Finance	\$	719,749	\$	690,575	\$	748,829	\$	744,300
Police	\$	6,545,163	\$	6,675,538	\$	7,164,808	\$	6,858,370
Fire	\$	5,505,191	\$	5,480,963	\$	5,606,731	\$	5,574,350
Public Works	\$	2,924,465	\$	2,760,803	\$	2,912,359	\$	2,849,910
Parking	\$	140,022	\$	123,630	\$	141,803	\$	110,000
Sewer	\$	353,446	\$	368,380	\$	379,373	\$	380,000
Municipal Waste	\$	51,483	\$	49,627	\$	50,062	\$	50,000
Water	\$	795,877	\$	757,303	\$	796,736	\$	813,400
Library	\$	2,129,505	\$	2,163,382	\$	2,341,539	\$	2,238,647
Total Wages	\$	20,716,170	\$	20,524,099	\$	21,786,757	\$	21,164,690
								\$ 14,800,126

FULL-TIME EQUIVALENTS - DEPARTMENTAL BREAKDOWN

ADMINISTRATION	FY20	FY21	SY21
City Manager	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00
Assistant to the City Manager	1.00	-	-
Deputy Clerk/Sr. Administrative Assistant	1.00	1.00	1.00
Sr. Administrative Assistant	1.00	1.00	1.00
HR Manager	0.50	-	-
HR Support Staff	2.00	2.00	2.00
Total Administratio	7.50	6.00	6.00

COMMUNITY PRESERVATION & DEVELOPMENT	FY20	FY21	SY21
CP&D Director	1.00	1.00	1.00
Building Administrator	1.00	1.00	1.00
Administrative Assistant	1.75	1.00	1.00
Environmental Health Officer	2.00	2.00	2.00
Permit, Insp. & Lisc. Assistant	3.00	3.00	3.00
Plans Examiner/Inspector	4.75	4.75	4.75
Senior Planner	1.00	1.00	1.00
Planner	1.00	1.00	1.00
Total CP&C	15.50	14.75	14.75

FINANCE	FY20	FY21	SY21
Finance Director	1.00	1.00	1.00
Asst. Finance Director	1.00	1.00	1.00
Sr. Accountant	1.00	1.00	1.00
Financial Analyst	1.00	-	-
Financial Specialist	-	1.00	1.00
(Sr.) Fiscal Technician	5.50	4.00	3.00
Fiscal Technician Supervisor	-	-	1.00
Payroll Specialist	1.00	1.00	1.00
Procurement Officer	1.00	1.00	1.00
Sr. Administrative Assistant	1.00	1.00	1.00
Sr. Fiscal Technician*	-	1.00	1.00
Utility Billing Specialist*	1.00	1.00	1.00
Total Finance	13.50	13.00	13.00

*Wages in Water Fund

FULL-TIME EQUIVALENTS - DEPARTMENTAL BREAKDOWN

FIRE DEPARTMENT	FY20	FY21	SY21
Fire Chief	1.00	1.00	1.00
Executive Officer	1.00	0.75	0.75
Battalion Chief	3.00	3.00	3.00
Deputy Chief	1.00	1.00	1.00
Firefighter/Paramedic	39.00	39.00	39.00
Inspector	0.50	0.50	0.50
Lieutenant	7.00	7.00	7.00
Total Fire	52.50	52.25	52.25

POLICE DEPARTMENT	FY20	FY21	SY21
Police Chief	1.00	1.00	1.00
Deputy Police Chief	1.00	1.00	1.00
Executive Officer	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Administrative Services Supervisor	1.00	1.00	1.00
Assistant to Police Chief	1.00	1.00	1.00
Cadet Program Trainee	0.50	1.00	1.00
Community Service Officer	6.75	6.75	6.75
Crossing Guard	4.75	4.00	4.00
Evidence/Property Technician	1.00	1.00	1.00
Information Technician	2.50	2.50	2.50
Parking Enforcement Officer	1.50	1.50	1.50
Patrol Officer	43.00	43.00	43.00
Police Commander	3.00	3.00	3.00
Police Sergeant	7.00	7.00	7.00
Records Supervisor	1.00	1.00	1.00
Records Technician	3.25	3.25	3.25
Social Worker	1.00	1.00	1.00
Volunteer Program Coordinator	0.25	0.25	0.25
Total Police	81.50	81.25	81.25

FULL-TIME EQUIVALENTS - DEPARTMENTAL BREAKDOWN

PUBLIC WORKS	FY20	FY21	SY21
Public Works Director	1.00	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00
Public Works Supervisor*	6.00	6.00	6.00
Administrative Assistant	2.50	2.50	2.50
Assistant to the Public Works Director	1.00	1.00	1.00
Building Maintenance	2.00	2.00	2.00
City Engineer	1.00	1.00	1.00
City Forester	1.00	1.00	1.00
Civil Engineer	1.00	2.00	2.00
Engineering Design Technician	1.00	-	-
Engineering Technician	1.00	1.00	1.00
Maintenance Workert	25.00	25.00	25.00
Mechanic	3.00	3.00	3.00
Pump Station Operator‡	1.00	1.00	1.00
Urban Forester	1.00	1.00	1.00
Total Public Work	48.50	48.50	48.50

*Wages for 2.00 FTE in Water Fund

† Wages for 2.00 FTE in Sewer Fund

‡Wages in Water Fund

TOTAL ALL DEPARTMENTS	219.00	215.75	215.75
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LIBRARY*	FY20	FY21	SY21
Administrative Assistant	2.00	1.50	1.96
Adult Services Manager	-	1.00	1.00
Adult Services Supervisor	-	-	1.00
Facility Manager	1.00	1.00	1.00
Custodial Worker	1.00	1.00	1.00
Librarian	12.00	13.25	8.93
Library Assistant	19.00	16.75	20.41
Library Director	1.00	1.00	1.00
Library Finance Manager	1.00	1.00	1.00
Library Monitor	1.00	1.25	2.08
Page	5.63	4.80	5.12
Patron Services Manager	1.00	1.00	1.00
Reader Services Manager	1.00	1.00	-
Reference Services Manager	1.00	1.00	-
Technical Services Manager	1.00	1.00	1.00
Youth Services Manager	1.00	1.00	1.00
Youth Services Supervisor	-	-	2.00
Total Library	48.63	47.55	49.50

*Component Unit

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General Fund Summary

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$20,984,798	\$20,049,177	\$18,357,690	\$18,357,690	\$16,732,552
Revenues	\$32,406,623	\$32,261,515	\$33,220,494	\$31,970,589	\$19,960,075
Transfers In	\$1,304,051	\$1,501,696	\$1,370,926	\$1,370,926	\$1,076,000
Expenditures	(\$34,608,362)	(\$35,847,894)	(\$36,413,358)	(\$34,966,653)	(\$23,957,685)
Balance Sheet Adj.	(\$37,933)	\$393,196	\$0	\$0	\$96,680
Ending Balance	\$20,049,177	\$18,357,690	\$16,535,752	\$16,732,552	\$13,907,622

Description

The General Fund is the principal operating fund for the City. It accounts for all general government activity not accounted for in the other funds. The General Fund supports the day to day operations of the City. The General Fund uses the modified accrual basis for accounting and has distinct departments for oversight:

- Administration
- Community Preservation and Development
- Finance
- Fire
- Police
- Public Works

Summary Highlights

- FY21 revenues are forecast to be (3.6%) less than budgeted, (\$1,249,905).
 - Property Tax revenue is forecast to be (10.8%), (\$480,000), less than budgeted due to timing differences.
 - Sales Tax revenue is forecast to be (11.2%), (\$651,900) less than budgeted due to impacts of the COVID-19 pandemic.
 - Use tax is forecast to be 18.4%, \$245,000 greater than budget due to shifts in purchasing patterns and purchasing impacts related to COVID-19.
 - Gasoline Tax revenue is forecast to be (34.0%), (\$170,000) less than budgeted due to impacts of the COVID-19 pandemic.

- Building Permit revenue is (\$200,000) less than budgeted due to activity being less than anticipated.
- Interest income is under budget (66.7%), (\$100,000), due to decreasing cash balances combined with lower interest rates.
- Revenue decreases were offset by COVID-19 relief funds of an estimated \$600,000. The City received \$385,903 from Cook County CARES funding. An application was made to FEMA and an award is pending.
- SY21 annualized revenues are (0.8%) less than FY21 budgeted revenue, (\$286,807).
 - The decrease is mainly attributed to impacts of COVID-19 and timing differences of revenue due to the change in fiscal years.
 - The Stub Year budget includes \$42,000 of revenue for a proposed streaming tax.
 - While an increase in sales tax is expected due to changes in the taxation of online purchases, this is expected to be offset by a decrease in state income tax revenue.

GENERAL FUND SCORECARD

	FY19		FY20		FY21		FY21		SY21
	Actual		Actual		Revised Budget		Forecast		Adopted Budget
Revenue	\$ 32,397,112	\$	32,260,392	\$	33,220,494	\$	31,970,589	\$	19,960,075
Transfers In	\$ 1,304,051	\$	1,501,697	\$	1,370,926	\$	1,370,926	\$	1,076,000
Sale of Assets	\$ 9,510	\$	1,123	\$	-	\$	-	\$	-
Total Revenue	\$ 33,710,673	\$	33,763,211	\$	34,591,420	\$	33,341,515	\$	21,036,075
1011 Legislative	\$ 52,483	\$	53,386	\$	56,400	\$	51,670	\$	44,850
102X Admin	\$ 7,576,687	\$	8,525,986	\$	8,046,470	\$	7,500,089	\$	5,268,841
1031 Finance	\$ 1,921,937	\$	1,700,102	\$	1,969,379	\$	1,791,675	\$	1,396,500
1041 Community Support	\$ 83,702	\$	28,237	\$	39,270	\$	17,850	\$	27,750
201X Police	\$ 9,444,002	\$	9,997,682	\$	10,733,566	\$	10,522,043	\$	7,164,990
202X Fire	\$ 8,258,295	\$	8,734,762	\$	8,741,253	\$	8,707,312	\$	5,773,265
30XX PW	\$ 5,163,584	\$	4,763,949	\$	4,638,678	\$	4,374,234	\$	2,962,174
4011 CP&D	\$ 1,133,133	\$	1,167,192	\$	1,247,609	\$	1,107,250	\$	790,492
6020 Fleet	\$ 974,540	\$	876,600	\$	940,733	\$	894,530	\$	528,823
Total Expenditure	\$ 34,608,362	\$	35,847,894	\$	36,413,358	\$	34,966,653	\$	23,957,685
Surplus (Deficit)	\$ (897,689)	\$	(2,084,684)	\$	(1,821,938)	\$	(1,625,138)	\$	(2,921,610)
Balance Sheet Adjustments	\$ (37,933)	\$	393,196	\$	-	\$	-	\$	96,680
Unassigned Fund Balance	\$ 20,049,177	\$	18,357,690	\$	16,535,752	\$	16,732,552	\$	13,907,622
Minimum Fund Balance								\$	8,734,132
Over / (Under)								\$	5,173,490

GENERAL FUND REVENUES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
100 - GENERAL FUND REVENUES						
811000	PROPERTY TAX CURRENT	\$ 2,457,629	\$ 3,405,229	\$ 4,450,000	\$ 3,970,000	\$ 1,620,000
811001	ROAD & BRIDGE -CURRENT	\$ 239,163	\$ 254,701	\$ 235,000	\$ 250,000	\$ 120,000
811002	PROP TAX REV -POLICE	\$ 2,402,485	\$ 2,528,525	\$ 2,567,818	\$ 2,635,000	\$ 1,755,000
811003	PROPERTY TAX REV - FIRE	\$ 2,248,818	\$ 2,281,041	\$ 2,353,651	\$ 2,430,000	\$ 1,470,000
812000	PROPERTY TAX PRIOR	\$ 44,862	\$ 38,093	\$ 40,000	\$ 20,000	\$ 10,000
814000	MUNICIPAL TELECOMM TAX	\$ 1,025,687	\$ 896,112	\$ 870,000	\$ 800,000	\$ 510,000
814100	CABLE TV & VIDEO FRANCHISE TAX	\$ 674,172	\$ 662,869	\$ 625,000	\$ 645,000	\$ 480,000
814110	STREAMING TAX	\$ -	\$ -	\$ -	\$ -	\$ 42,000
814150	PEG FEES	\$ 33,359	\$ 32,890	\$ 30,000	\$ 30,000	\$ 22,500
814200	PACKAGE LIQUOR TAX	\$ 509,649	\$ 523,605	\$ 500,000	\$ 590,000	\$ 360,000
814300	PROPERTY TRANSFER TAX	\$ 772,605	\$ 806,726	\$ 700,000	\$ 800,000	\$ 450,000
814301	EXEMPT PROPERTY TRANSFER	\$ 12,025	\$ 11,325	\$ 12,300	\$ 9,250	\$ 7,000
814400	FOOD & BEVERAGE TAX	\$ 770,168	\$ 783,873	\$ 800,000	\$ 600,000	\$ 480,000
815000	SALES TAX	\$ 3,914,677	\$ 4,124,573	\$ 4,000,000	\$ 3,700,000	\$ 2,600,000
815001	SPECIAL SALES TAX	\$ 19,663	\$ 16,877	\$ 18,300	\$ 16,400	\$ 12,000
815100	HOME-RULE SALES TAX	\$ 1,778,568	\$ 1,824,623	\$ 1,800,000	\$ 1,450,000	\$ 1,000,000
815200	USE TAX	\$ 1,139,508	\$ 1,311,536	\$ 1,330,000	\$ 1,575,000	\$ 920,000
815210	USE TAX - CANNABIS	\$ -	\$ 9,267	\$ -	\$ 21,000	\$ 14,000
815500	GASOLINE TAX	\$ 516,026	\$ 454,975	\$ 500,000	\$ 330,000	\$ 220,000
817000	UTILITY TAX - GAS	\$ 597,206	\$ 543,638	\$ 525,000	\$ 525,000	\$ 355,000
817001	UTILITY TAX-ELECTRIC	\$ 1,321,796	\$ 1,241,306	\$ 1,300,000	\$ 1,300,000	\$ 875,000
817010	UTILITY TAX-WATER	\$ 501,397	\$ 495,142	\$ 525,000	\$ 525,000	\$ 355,000
817500	NATURAL GAS USAGE TAX	\$ 147,671	\$ 136,902	\$ 140,000	\$ 140,000	\$ 94,000
818500	PARKING GARAGE TAX	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 400,000
818900	TELECOMM FRANCHISE FEE	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525
820100	VEHICLE LICENSE	\$ 1,238,853	\$ 1,193,038	\$ 1,225,000	\$ 1,125,000	\$ 1,125,000
820200	ANIMAL LICENSE	\$ 28,340	\$ 27,445	\$ 30,000	\$ 25,500	\$ 25,000
820300	BUSINESS LICENSE	\$ 231,063	\$ 237,626	\$ 240,000	\$ 192,000	\$ -
820400	LIQUOR LICENSE	\$ 140,775	\$ 145,792	\$ 140,000	\$ 112,000	\$ -
820600	MASSAGE LICENSE	\$ 1,325	\$ 1,350	\$ 1,300	\$ 1,000	\$ -
820800	OUTDOOR CAFE LICENSE	\$ 2,850	\$ 1,860	\$ 2,800	\$ 2,000	\$ -
820900	OVERSIZED VEHICLE PERMITS	\$ 6,985	\$ 6,510	\$ 7,000	\$ 7,000	\$ 5,000
820950	SMALL CELL PERMITS	\$ 2,950	\$ 1,300	\$ 1,000	\$ 1,000	\$ 1,000
825000	BUILDING PERMITS	\$ 1,206,185	\$ 961,806	\$ 1,200,000	\$ 1,000,000	\$ 700,000
831000	STATE INCOME TAX	\$ 3,877,504	\$ 3,687,469	\$ 3,937,500	\$ 3,937,500	\$ 2,500,000
831500	PERS PROP REPLACE TAX	\$ 343,700	\$ 372,133	\$ 350,000	\$ 280,000	\$ 200,000
831501	PERS PROP REPL TX -POL	\$ 24,204	\$ 26,207	\$ 21,650	\$ 17,500	\$ 18,750
831502	PERS PROP REPL TX-FIRE	\$ 24,204	\$ 26,207	\$ 21,650	\$ 17,500	\$ 18,750
832700	GRANT INCOME-POLICE	\$ 2,420	\$ 1,595	\$ -	\$ -	\$ -
832900	FEDERAL GRANTS	\$ 101,769	\$ 43,431	\$ -	\$ 43,090	\$ -
833000	STATE GRANTS	\$ 5,582	\$ 27,144	\$ -	\$ 19,614	\$ -
836300	SERVICE TO OTHER AGENCY	\$ 238,572	\$ 242,893	\$ 240,000	\$ 100,000	\$ 70,000
842200	AMBULANCE SERVICE CHARGE	\$ 793,711	\$ 907,361	\$ 800,000	\$ 750,000	\$ 525,000
843800	PRIVATE PROPERTY TREE REVENUE	\$ 37,875	\$ 27,250	\$ 25,000	\$ 25,000	\$ 25,000
843801	50/50 & BUILDER TREE REVENUE	\$ 29,350	\$ 24,085	\$ 23,000	\$ 23,000	\$ 23,000
845000	ALARM REGISTRATION	\$ 35,940	\$ 23,260	\$ 30,000	\$ 25,000	\$ 17,000
848000	ELEVATOR INSPECTIONS	\$ 21,360	\$ 23,500	\$ 25,000	\$ 20,000	\$ 13,750
851000	POLICE PENALTY	\$ 105,605	\$ 75,960	\$ 75,000	\$ 70,000	\$ 50,000
851001	POLICE PENALTY-ADJUDICATION	\$ 11,569	\$ 4,527	\$ 10,000	\$ 1,500	\$ 500
851500	COURT FINES	\$ 102,947	\$ 53,931	\$ 80,000	\$ 40,000	\$ 60,000
851700	RED LIGHT FINES	\$ 222,925	\$ 137,833	\$ 100,000	\$ 60,000	\$ 40,000
851800	ADMIN TOW FINES	\$ 7,250	\$ 13,800	\$ 13,500	\$ 10,000	\$ 5,000
852000	POLICE ALARM FINES	\$ 3,070	\$ 3,290	\$ 3,000	\$ 3,750	\$ 1,500
853005	MUNICIPAL CODE ADJUDICATION	\$ 46,818	\$ 32,868	\$ 35,000	\$ 25,000	\$ 20,000
872000	INTEREST ON INVESTMENTS	\$ 440,143	\$ 266,137	\$ 150,000	\$ 50,000	\$ 20,000
873000	RENT INCOME	\$ 85,134	\$ 84,891	\$ 85,000	\$ 70,000	\$ 45,000
874000	SALE OF PROPERTY	\$ 9,510	\$ 1,122	\$ -	\$ -	\$ -

GENERAL FUND REVENUES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
100 - GENERAL FUND REVENUES						
875010	CONTRIBUTION - SISTER CITIES	\$ 509	\$ -	\$ -	\$ -	\$ -
875020	CONTRIBUTION-FARMERS MARKET	\$ 7,507	\$ 22,576	\$ 20,000	\$ 14,060	\$ 19,700
875030	CONTRIBUTIONS-NATIONAL NIGHT	\$ 9,275	\$ 3,100	\$ 3,000	\$ -	\$ -
875040	CONTRIBUTIONS-POLICE CHURCH	\$ 7,089	\$ 3,357	\$ 1,500	\$ 1,650	\$ 1,350
875060	CONTRIBUTIONS-YOUTH COMM	\$ 3,434	\$ -	\$ -	\$ -	\$ -
875080	CONTRIBUTIONS-COMM HEALTH	\$ 6,762	\$ 4,265	\$ 5,000	\$ 1,500	\$ 3,500
875500	CONTRIBUTIONS	\$ 55,528	\$ 2,515	\$ -	\$ -	\$ -
877000	MISCELLANEOUS	\$ 4,016	\$ 6,036	\$ 5,000	\$ 2,500	\$ 2,500
877001	MISC CITY CLERK	\$ 2,645	\$ 2,267	\$ 2,000	\$ 1,500	\$ 2,000
877002	MISC POLICE	\$ 13,381	\$ 20,807	\$ 15,000	\$ 5,000	\$ 5,000
877003	MISC FIRE	\$ 19,096	\$ 7,379	\$ 15,000	\$ 5,000	\$ 5,000
877004	MISC ZONING	\$ 17,346	\$ 10,898	\$ 10,000	\$ 10,000	\$ 7,500
877005	MISC STREET	\$ 271,848	\$ 248,270	\$ 250,000	\$ 250,000	\$ 175,000
877006	RETURNED CHECK CHARGE	\$ 525	\$ 375	\$ 500	\$ 500	\$ 250
877007	PROMOTIONAL ITEMS REV	\$ 1,100	\$ 550	\$ 500	\$ 1,750	\$ 500
877010	MISC OVER/UNDER	\$ 207	\$ 69	\$ -	\$ -	\$ -
877014	MISC TREE REVENUE	\$ 1,000	\$ -	\$ -	\$ -	\$ -
877015	DAMAGE TO CITY PROPERTY	\$ 43,173	\$ 28,406	\$ 15,000	\$ 5,000	\$ 4,000
877016	MISC PUBLIC WORKS	\$ 12,195	\$ 9,385	\$ 6,000	\$ 6,000	\$ 5,000
877023	SPECIAL EVENTS	\$ 19,779	\$ 24,116	\$ 25,000	\$ -	\$ 10,000
877050	MISC COVID RELIEF	\$ -	\$ -	\$ -	\$ 600,000	\$ -
877400	RECOVERY OF BAD DEBTS	\$ 4,669	\$ -	\$ -	\$ -	\$ -
877500	COLLECTION AGENCY-MISC	\$ 18	\$ (5)	\$ -	\$ -	\$ -
877501	COLLECTION AGENCY - PAM	\$ 1,687	\$ -	\$ -	\$ -	\$ -
877502	COLLECTION AGENCY-RED SPEED	\$ 15,299	\$ 15,548	\$ 12,000	\$ 10,000	\$ 7,500
877503	COLLECTION AGENCY - IDROP	\$ 65,645	\$ 63,107	\$ 40,000	\$ 40,000	\$ 30,000
878000	INSURANCE RECOVERIES	\$ 664,744	\$ 120,523	\$ -	\$ -	\$ -
880600	CONTRIBUTION FROM ENTERPRISE	\$ 1,294,476	\$ 1,300,152	\$ 1,370,926	\$ 1,370,926	\$ 1,076,000
881100	TRANSFERS IN	\$ 9,575	\$ 201,544	\$ -	\$ -	\$ -
Total General Fund Revenues		\$ 33,710,673	\$ 33,763,211	\$ 34,591,420	\$ 33,341,515	\$ 21,036,075

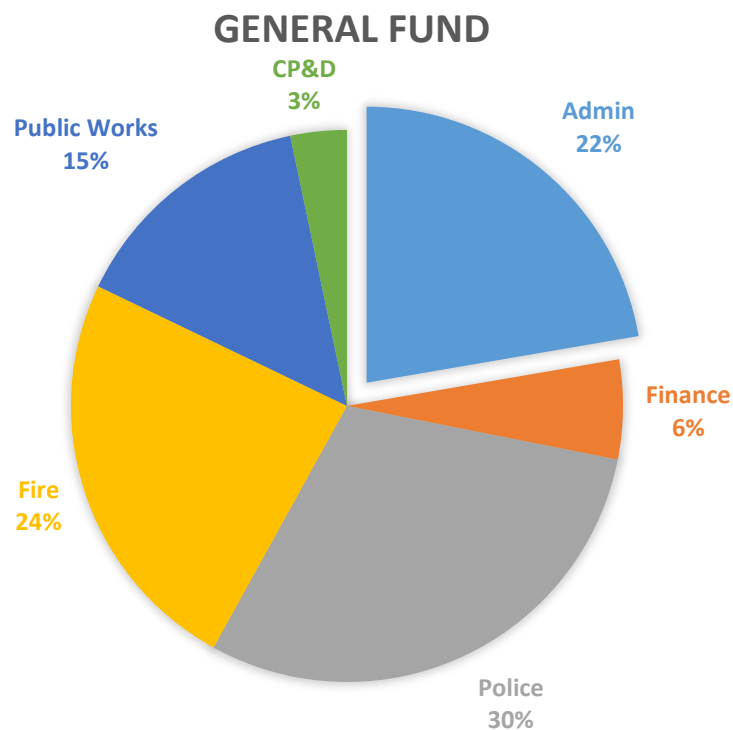
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Administrative Services Department

Description

The Administrative Services Department is under the direction of the City Manager. The City Manager leads the Strategic Vision of the City through oversight of the operations of all City departments, and is responsible for the management of all governmental operations. Divisions within Administrative Services include Human Resources, Legal, Legislative, and Information Technology (outsourced). Economic Development initiatives also fall under the direction of Administration.



Summary Highlights

- FY21 Forecast is (7.1%) under budget, (\$574,881)
 - Wages are under budget (\$11,015) due to vacancies and hiring lags.
 - Workers' Compensation is over budget (\$252,195) due to settlements and COVID-19 related absences.
 - Contingency is under budget (\$245,027) due to fewer unforeseen expenses.
 - Legal is under budget (\$44,744) due to fewer legal hours used for labor negotiations, and tighter control of off-retainer work.
 - Economic Development is over budget (\$128,000) due to an unexpected increase in Uptown TIF EAV, which determines some payment amounts.
 - The Transfer Out forecast includes funding for Internal Service Funds. Details can be found in the Capital Improvement Plan. The forecast is (23.3%), (\$459,000) less than budgeted. This is mainly attributed to the deferral of the Green Alley Project due to COVID-19. The budgeted transfer to the Information Technology Replacement Fund is not being made due to budget savings in the current and recent year in that fund.
- SY21 (annualized) Budget is (7.0%) less than the FY21 Forecast, (\$526,323)
 - Annualized wages increased (\$13,268) due to FY21 having vacancy savings.
 - Annualized Workers' Compensation increased (\$122,805) due to trends.
 - Annualized Economic Development costs decreased (\$200,000) due to the final Dempster Development payment occurring in FY21.
 - Annualized Insurance Contributions to the Employee Benefit Fund decreased (\$199,475) due to the renewal and experience being more favorable than expected.
 - The Transfer Out budget of \$1,255,000 includes funding to the Capital Equipment & Improvement Fund of \$695,000 and to the Motor Equipment Replacement Fund of \$410,000. Details can be found in the Capital Improvement Plan. A contribution of \$150,000 to Parking Fund is being made to offset the deficit in that fund.

Fiscal Year 2021 Goal Status

- Reorganize Administrative Department (specifically Admin Services Manager, Assistant to City Manager, and Human Resources Manager) for efficiency and organization needs.
 - *This effort was completed with the hiring of the Administrative Services Manager (March).*
- Continue to pursue building renovation and life safety projects
 - *Completion of City Hall asbestos removal and installation of code appropriate fire notification and suppression system (April/May).*
 - *Finalized construction on all previously initiated phases of the police space remodeling project (May).*
- Expand economic development efforts which translate into additional revenue streams
 - *Focused energy on hotel project, recreational cannabis dispensary potential, and various site selection development opportunities (Ongoing).*
- Maintain focus on elevating the work experience for staff to improve morale, reduce unwanted turnover, and raise the bar on performance and work output
 - *Successfully negotiated a new collective bargaining agreement with ICOPS without the utilization of legal services (September-December).*
 - *Conducted a Department In-Service and deployed the DISC assessment for all employees in the Community Development and Preservation Department (October/November).*

Fiscal Year 2021 Accomplishments

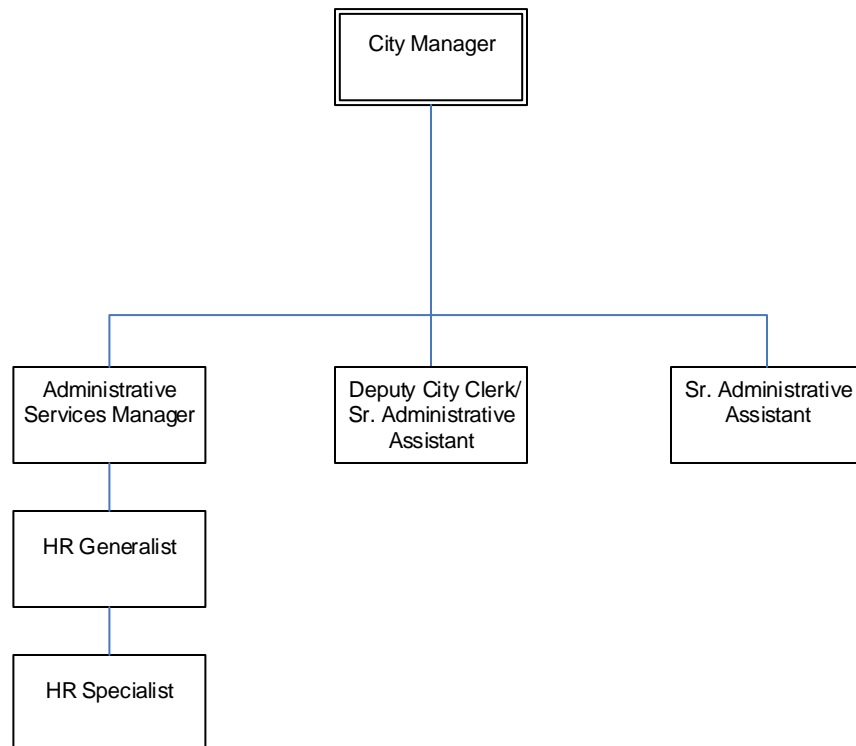
- COVID-19 Response: Business Community / Residents
 - *Worked closely with city businesses throughout the COVID-19 lockdowns to assure compliance and provide assistance when and wherever allowable examples include create and provide signage; promotion of restaurants; individualized meetings (Ongoing).*
 - *Oversaw the city-wide effort to quickly implement the expansion of dining spaces (June/July).*
 - *Launched employee/resident video education effort on the importance of masks, social distancing, etc. These playful yet educational videos were utilized throughout social media (March-August).*
 - *Coordinated COVID response touchpoint meetings with Lutheran General Hospital. This effort resulted in the bi-monthly update that the City continues to receive (March-July).*
 - *Partnered with Cook County to provide City Hall as an early voting location; this included site planning for maximum employee/voter safety; creation of signage; comprehensive employee and resident communication program; fleet and facility fogging (November).*
- COVID-19 Response: Employees
 - *Conducted departmental meetings city-wide to assure that all employees were aware of newly created COVID-19 workplace policies and procedures (March/April).*
 - *Created 'Workplace of Tomorrow' city-wide integrated management team to assure employees had input and provided direction on the safe re-opening of the city workplace after the COVID-19 shut down (May/June).*
 - *Conceived and delivered educational campaign on the reduction of COVID-19 in the workplace; worked with PW Maintenance and Police to assure weekly/monthly sanitization of all facilities and fleet (Ongoing).*
 - *Set up and delivered weekly/monthly employee messages of support and updates throughout the COVID-19. This has been done through e-mail, the intranet and tiling CODE RED for employee populations who do not utilize computers (Ongoing).*
- Improve External Communications Functionality
 - *Initiated the complete redesign of the city website. Finalized the award of contract for new website host; formed a city-wide web management team of content creators; approved initial design work. Currently in the 'building out' phase (Ongoing).*
 - *Worked with the Police Department to create new educational video series, "On The Beat"; created various other social media videos in an effort to enhance the city's messaging.*

Stub Year 2021 Goals

- Create a 2-3 year city-wide Human Resources strategic plan to assist in assuring that the key areas of HR (hiring, performance appraisal, employee development and compensation) further align employee activities with city service delivery and council priorities.
- Create a 2-3 year city-wide communications plan that identifies audiences (who); messages (what); schedule (when/how often); and delivery methods (how).

- Continue to pursue economic development efforts which translate into additional revenue streams via the successful oversight of projects such as a new hotel development project and potential cannabis dispensary.
- Continue to manage the financial, employee, and customer service impacts of COVID-19 and transition back into normal operations as the pandemic is brought under control.

Administrative Services Department



ADMINISTRATION DEPARTMENT - GENERAL FUND EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
1001011 - LEGISLATIVE						
910000	REGULAR SALARIES	\$ 29,400	\$ 29,400	\$ 29,400	\$ 29,400	\$ 19,600
943700	TRAINING	\$ 1,130	\$ 1,475	\$ 1,500	\$ 500	\$ 1,000
947400	MEMBERSHIP DUES	\$ 20,195	\$ 21,643	\$ 23,500	\$ 21,420	\$ 23,500
948500	GENERAL CONTRACTUAL SERV	\$ -	\$ 404	\$ 500	\$ 100	\$ 250
952000	MATERIALS	\$ 1,758	\$ 464	\$ 1,500	\$ 250	\$ 500
	Total Legislative	\$ 52,483	\$ 53,386	\$ 56,400	\$ 51,670	\$ 44,850
1001021 - CITY ADMINISTRATION						
910000	REGULAR SALARIES	\$ 344,677	\$ 320,840	\$ 361,914	\$ 352,721	\$ 241,150
915200	OVERTIME	\$ 9,374	\$ 11,385	\$ 9,000	\$ 5,710	\$ 3,000
943700	TRAINING	\$ 1,595	\$ -	\$ 2,000	\$ 250	\$ 1,200
947400	MEMBERSHIP DUES	\$ 3,757	\$ 3,335	\$ 3,500	\$ 4,365	\$ 4,500
947500	LEGAL NOTICES AND ADS	\$ 2,251	\$ 1,202	\$ 1,500	\$ 1,000	\$ 1,500
948500	GENERAL CONTRACTUAL SERV	\$ 29,928	\$ 49,591	\$ 53,800	\$ 37,200	\$ 28,000
949300	TRANSFER OUT	\$ 555,096	\$ 1,250,000	\$ 1,970,701	\$ 1,511,701	\$ 1,255,000
949500	CONTINGENCY	\$ -	\$ -	\$ 242,677	\$ -	\$ 150,000
952000	MATERIALS	\$ 7,760	\$ 6,597	\$ 6,500	\$ 4,700	\$ 3,000
952010	MATERIALS - COVID 19	\$ -	\$ 27,997	\$ -	\$ 75,000	\$ -
952011	COVID 19 - OTHER	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ -
990100	BUILDING & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -
990400	MOTOR EQUIPMENT	\$ 1,305,242	\$ -	\$ -	\$ -	\$ -
990800	COMPUTER EQUIPMENT	\$ 299,601	\$ -	\$ -	\$ -	\$ -
996300	BUILDINGS & BUILDING IMPROVEMENTS	\$ 396,064	\$ 1,647,368	\$ -	\$ -	\$ -
996302	911 MEMORIAL	\$ 326	\$ 500	\$ -	\$ -	\$ -
999901	CONTRIBUTED CAPITAL	\$ -	\$ -	\$ 98,250	\$ 81,585	\$ -
	Total City Administration	\$ 2,955,671	\$ 3,318,814	\$ 3,049,842	\$ 2,224,232	\$ 1,687,350
1001022 - LEGAL COUNSEL						
942500	GENERAL COUNSEL	\$ 199,441	\$ 185,787	\$ 194,750	\$ 180,880	\$ 130,000
942501	SPECIAL COUNSEL-ADJUDICATION	\$ 34,743	\$ 31,614	\$ 38,000	\$ 32,846	\$ 23,600
942502	SPECIAL COUNSEL-LABOR	\$ 47,499	\$ 19,184	\$ 65,000	\$ 39,280	\$ 42,000
	Total Legal Counsel	\$ 281,683	\$ 236,585	\$ 297,750	\$ 253,006	\$ 195,600
1001024 - HUMAN RESOURCES						
910000	REGULAR SALARIES	\$ 158,543	\$ 133,514	\$ 199,154	\$ 197,332	\$ 134,397
915200	OVERTIME	\$ -	\$ -	\$ 1,000	\$ 800	\$ 1,000
921000	EMP BNFTS-PPO	\$ 1,694,110	\$ 1,971,970	\$ 1,782,954	\$ 1,782,954	\$ 1,103,879
921001	EMP BNFTS-HMO	\$ 762,072	\$ 816,236	\$ 810,617	\$ 810,617	\$ 493,217
921002	EMP BNFTS-LIFE	\$ 17,508	\$ 21,616	\$ 25,248	\$ 25,248	\$ 11,743
921004	UNEMPLOYMENT	\$ 630	\$ 473	\$ 10,000	\$ 10,000	\$ 5,000
921005	EMP BNFTS-DENTAL	\$ 157,988	\$ 179,377	\$ 183,045	\$ 183,045	\$ 82,203
921009	EMP BNFTS-PROGRAMMING	\$ 12,215	\$ 12,471	\$ 12,624	\$ 12,624	\$ 6,752
921099	WORKERS COMP	\$ 280,816	\$ 513,150	\$ 225,000	\$ 477,195	\$ 400,000
942700	MEDICAL EXAMS	\$ 18,133	\$ 24,900	\$ 25,000	\$ 15,200	\$ 16,700
943100	RECRUITING AND TESTING	\$ 20,969	\$ 10,106	\$ 40,000	\$ 25,300	\$ 10,000
943700	TRAINING	\$ 2,584	\$ 405	\$ 5,000	\$ 2,500	\$ 5,000
943701	CITY-WIDE TRAINING	\$ 1,850	\$ 18,487	\$ 33,000	\$ 14,800	\$ 13,000
947400	MEMBERSHIP DUES	\$ 1,203	\$ 459	\$ 2,000	\$ 2,000	\$ 3,000
948500	GENERAL CONTRACTUAL SERV	\$ 4,500	\$ -	\$ -	\$ -	\$ -
952000	MATERIALS	\$ 6,408	\$ 6,273	\$ 10,000	\$ 5,000	\$ 7,500
	Total Human Resources	\$ 3,139,529	\$ 3,709,435	\$ 3,364,642	\$ 3,564,615	\$ 2,293,391

ADMINISTRATION DEPARTMENT - GENERAL FUND EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
1001025 - INFORMATION TECHNOLOGY						
940100	TELECOMMUNICATIONS	\$ 163,458	\$ 190,699	\$ 208,200	\$ 208,200	\$ 168,400
948500	GENERAL CONTRACTUAL SERV	\$ 283,889	\$ 292,328	\$ 330,036	\$ 330,036	\$ 206,600
948514	SOFTWARE SUPPORT & LICENSING	\$ 74,994	\$ 84,260	\$ 85,000	\$ 85,000	\$ 57,500
952000	MATERIALS	\$ 8,433	\$ 7,947	\$ 14,000	\$ 10,000	\$ 5,000
	Total Information Technology	\$ 530,774	\$ 575,234	\$ 637,236	\$ 633,236	\$ 437,500
1001027 - ECONOMIC DEVELOPMENT						
948500	GENERAL CONTRACTUAL SERV	\$ 669,030	\$ 685,916	\$ 697,000	\$ 825,000	\$ 655,000
	Total Economic Development	\$ 669,030	\$ 685,916	\$ 697,000	\$ 825,000	\$ 655,000
1001041 - COMMUNITY SUPPORT						
948600	YOUTH SERVICES	\$ 4,588	\$ 3,542	\$ 7,770	\$ -	\$ 5,000
948800	HISTORICAL SERVICES	\$ 1,575	\$ -	\$ -	\$ -	\$ -
948801	CULTURAL ARTS	\$ 992	\$ 1,017	\$ 1,000	\$ -	\$ -
948802	SISTER CITIES	\$ -	\$ -	\$ 500	\$ -	\$ -
948803	COMMUNITY HEALTH COMMISSION	\$ 2,541	\$ 2,468	\$ 5,000	\$ 2,850	\$ 4,750
948804	FARMERS MARKET	\$ 17,847	\$ 21,210	\$ 25,000	\$ 15,000	\$ 18,000
948805	BIKE TASK FORCE	\$ 56,159	\$ -	\$ -	\$ -	\$ -
	Total Community Support	\$ 83,702	\$ 28,237	\$ 39,270	\$ 17,850	\$ 27,750
	Total Administration Expenditures	\$ 7,712,872	\$ 8,607,608	\$ 8,142,140	\$ 7,569,609	\$ 5,341,441

Administration Department - Salary Detail

Job title	Home Department/Code	Current Wage	Weekly Hours
City Manager	111021 - City Administration	\$ 123,004	37.5
Deputy Clerk/Senior Administrative Assistant	111021 - City Administration	\$ 37,400	37.5
Senior Administrative Assistant	111021 - City Administration	\$ 33,667	37.5
Administrative Services Manager	111024 - Human Resources	\$ 76,857	37.5
Human Resources Generalist	111024 - Human Resources	\$ 53,333	37.5
Human Resources Specialist	111024 - Human Resources	\$ 40,000	37.5
Alderman (7)	141011 - Legislation	\$ 5,600	70
City Clerk	141011 - Legislation	\$ 6,000	10
Mayor	141011 - Legislation	\$ 8,000	10
		\$ 383,861	
Merit Pool/Union Contracts/Adjustments		\$ 11,286	
Total		\$ 395,147	

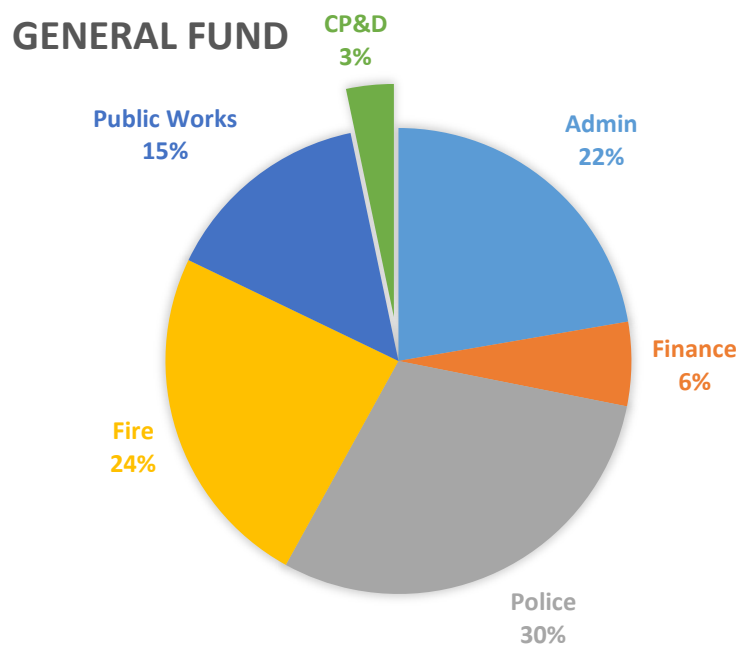
Salaries by Department	
111021 - City Administration	\$ 241,150
111024 - Human Resources	\$ 134,397
141011 - Legislation	\$ 19,600
Total Administration	\$ 395,147



Community Preservation & Development Department

Description

The Community Preservation and Development Department provides overall program administration and coordination for all long range community planning, zoning and land use, building and construction activities, property transfers and environmental health and nuisance control programs. Divisions within the CP&D Department include Building Safety (enforcement of the City-adopted building codes), Planning (enforcement of the City's land use policies and regulations), Zoning (compliance enforcement with zoning code), Environmental Health (enforcement of food code, inspection of food establishments, animal and nuisance control), and Economic Development (business retention and recruitment, liaison with economic development consultant and civic organizations).



Summary Highlights

- FY21 forecast is (11.3%) under budget, (\$140,459)
 - Wages are under budget (\$83,049) due to vacancies. Most positions are held open at least 30 days as a cost reduction strategy due to COVID-19.
 - Extra help and overtime are under budget (\$3,250) due to more efficient use of staff time.
 - General Contractual is under budget (\$45,000) due to lower activity as a result of COVID-19.
 - Training is under budget (\$5,960). Training was reduced as part of a cost reduction strategy due to COVID-19.
- SY21 budget encompasses an 8 months budget. The annualized budget decreased (5.0%), (\$61,871).
 - Annualized wages increased less than 1%. Wages include an estimated average wage increase of 2%. Some wages decreased due to staff turnover, with new staff being hired at a lower wage than the tenured staff being replaced.
 - Annualized General Contractual decreased 43%, (\$52,310) due to changes in programs and lower volume.

Key Metrics

Measurable Statistics	CY 2020	CY 2019	CY 2018
Permit Applications	2,906	3,775	2,372
Permits Issued	2,350	2,182	2,081
Building Inspections	6,336	6,562	6,804
Plan Reviews	6,521	6,057	7,320
Health Inspections (food service, pool, daycare)	546	852	609
Health Complaint Cases: food-borne illnesses, grass, litter, nuisance animals, rodents. See Note 1	302	354	650
Property Maintenance Complaint Cases: violations of Property Maintenance Code, e.g. fence in disrepair, and illumination and noise standards. See Note 1	42	71	105
Zoning Complaint Cases. See Note 2	62	41	
Construction Complaint Cases: stop-work orders, construction complaints, flooding complaints. See Note 2	123	456	
Planning & Zoning Commission Cases	20	16	16
Zoning Board of Appeals Cases	18	15	10
Appearance Commission Cases	71	68	88
Property Transfers (thru Dec)	1,265	1,211	1,205
Property Transfers (thru Sep and end of CP&D processing)	922		
Business Licenses Issued	1,359	1,395	1,439
Average Building Permit Review, in Calendar Days	6.85	7.97	10.025

Note 1: This year each complaint that generates a response is tallied as one "case." In previous years the tally was for number of site visits or other staff responses, e.g. letter, generated by a complaint.

Note 2: Not tallied in previous years

Fiscal Year 2021 Goal Status

- Complete update of City's Comprehensive Plan and begin implementation
 - *In progress. Delays occurred due to COVID-19 and additional time spent on housing chapter.*
- Continue to improve efficiency and customer service by - Full implementation of CSS and explore options for other technology/digital enhancements
 - *Staff continues to enhance and improve technology, e.g. new software, digital permits. Remodeling effort postponed due to COVID-19.*

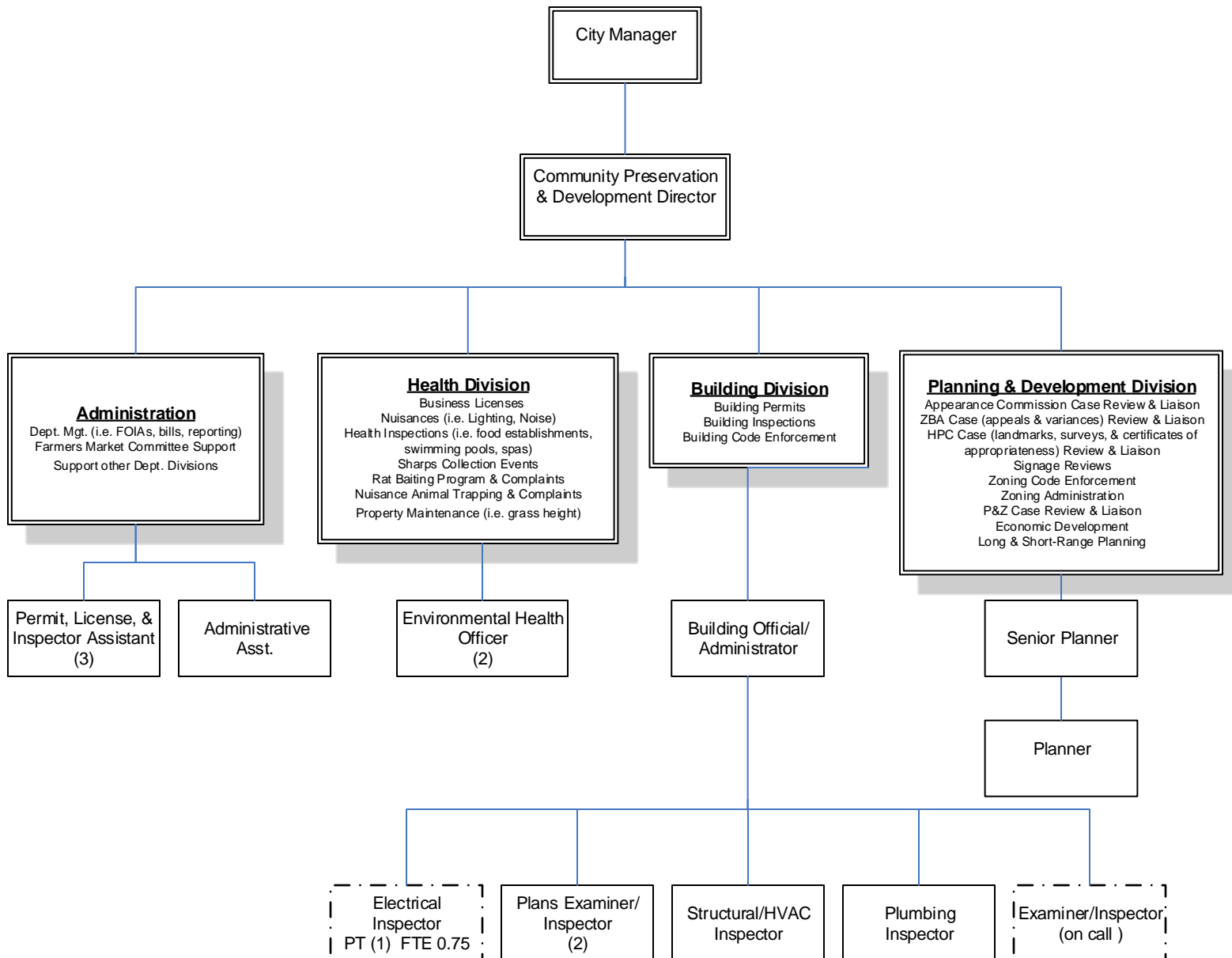
Fiscal Year 2021 Accomplishments

- Digital permits. In January and February staff conducted a series of training sessions for local architects and contractors (as well as City staff) Citizen Self Service portal, i.e. digital permitting. CSS now accounts for about 64% of all permits received.
- COVID-19 assistance to businesses. CP&D played an integral role in the City's response to assist local businesses, including: establishment of restaurant outdoor dining areas; development of webpage for carry-out dining; research for loan and voucher programs; environmental Health Officer advice and coordination with restaurants and businesses, as well as enforcement of mitigation measures.
- Comprehensive Plan. Staff forwarded several new draft chapters and revised draft chapters to the Planning & Zoning Commission for consideration and comment throughout the FY.
- Farmers Market Success. Farmers Market Committee adopted COVID-19 protocols to protect vendors and customers. Market deemed by many to be most successful in recent memory.
- Former gas station site at 969 N Northwest Highway. Property maintenance enforcement efforts culminated in an adjudicator's judgment in the City's favor, and by year's end approximately 70,000 lbs of special waste and other debris had been removed from the property.
- US Census. CP&D served as primary point of contact for US Census Bureau and the decennial census.

Stub Year 2021 Goals

- Complete update of City's Comprehensive Plan.
- Continue movement to an all-digital workflow for building permits.
- Upgrade EnerGov. A new version of EnerGov, with enhanced customer and staff interface and a new business module is available.
- Maintain median review time for building permits at four working days and reduce average review time to under 4 working days.

Community Preservation & Development Department



COMMUNITY PRESERVATION AND DEVELOPMENT DEPARTMENT - GENERAL FUND EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
1004011 - CP&D ADMINISTRATION						
910000	REGULAR SALARIES	\$ 1,001,882	\$ 954,783	\$ 1,038,049	\$ 955,000	\$ 695,952
915000	EXTRA HELP	\$ 1,854	\$ 278	\$ 5,000	\$ 3,000	\$ 1,500
915200	OVERTIME	\$ 7,393	\$ 3,976	\$ 6,000	\$ 4,750	\$ 2,000
943700	TRAINING	\$ 6,613	\$ 10,005	\$ 11,560	\$ 5,600	\$ 5,600
947400	MEMBERSHIP DUES	\$ 2,684	\$ 1,074	\$ 4,100	\$ 3,000	\$ 3,000
948100	PEST CONTROL	\$ 4,590	\$ 3,966	\$ 2,400	\$ 900	\$ 1,100
948500	GENERAL CONTRACTUAL SERV	\$ 91,140	\$ 166,672	\$ 165,500	\$ 120,500	\$ 75,460
952000	MATERIALS	\$ 11,968	\$ 16,420	\$ 15,000	\$ 14,500	\$ 5,880
990100	MACHINERY & EQUIPMENT	\$ 5,009	\$ 10,018	\$ -	\$ -	\$ -
Total CP&D Expenditures		\$ 1,133,133	\$ 1,167,192	\$ 1,247,609	\$ 1,107,250	\$ 790,492

CP&D Department - Salary Detail

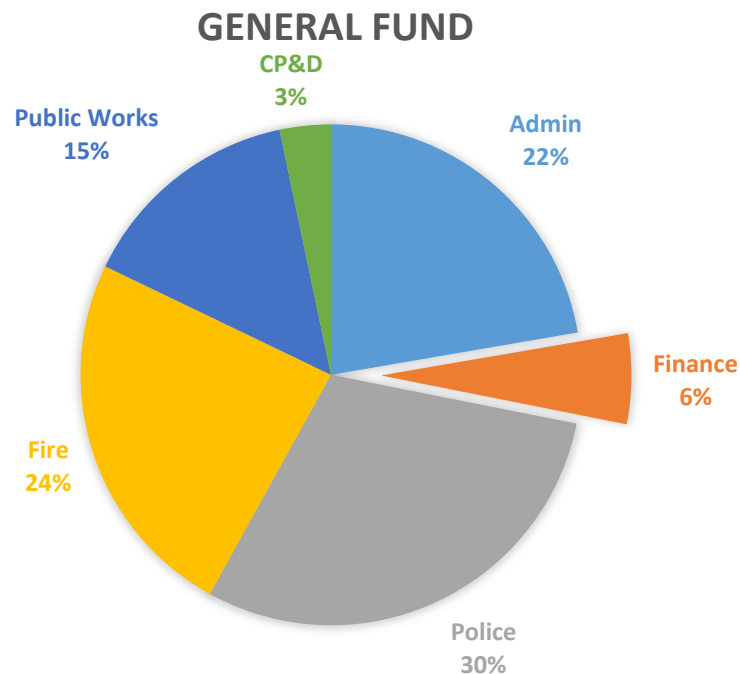
Job title	Home Department/Code	Current Wage	Weekly Hours
Administrative Assistant	404011 - CP&D Administration	\$ 32,901	37.5
Building Administrator	404011 - CP&D Administration	\$ 66,998	37.5
CP&D Director	404011 - CP&D Administration	\$ 90,856	37.5
Environmental Health Officer (2)	404011 - CP&D Administration	\$ 95,433	75
Permit Inspections Licensing Assistant (3)	404011 - CP&D Administration	\$ 100,561	112.5
Planner	404011 - CP&D Administration	\$ 41,772	37.5
Plans Examiner/Inspector (4)	404011 - CP&D Administration	\$ 161,803	150
Plans Examiner/Inspector Part-time (2)	404011 - CP&D Administration	\$ 37,694	34
Senior Planner	404011 - CP&D Administration	\$ 50,119	37.5
		<hr/>	
		\$ 678,138	
	Merit Pool/Union Contracts/Adjustments	\$ 17,814	
		<hr/>	
	Total CP&D	\$ 695,952	
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Finance Department

Description

The Finance Department provides a system that preserves and enhances the financial condition of the City; creates, implements and maintains an effective accounting system and financial reports; and collects all funds due to the City. The Finance Department is responsible for records control, accounting, purchasing, and collection of all license fees, water billings and traffic fines. The Finance Department prepares the City's budget document (the working plan for the operation of the City), along with preparation of all financial reporting documents for the City.



Summary Highlights

- FY21 forecast is (9.0%) under FY21 budget, (\$177,704).
 - Wages are under budget (0.4%), (\$2,929).
 - Insurance and insurance claims are under budget (19.4%), (\$145,200), due to fewer general liability claims and settlements than expected.
 - Training is under budget (67.4%), (\$6,400) due to COVID-19 cost containment measures.
 - General Contractual is under budget (7.4%), (\$21,000), due to less ambulance billing activity than projected and payroll costs coming in less than expected.
- SY21 (annualized) budget is 6.4% greater than the FY21 budget, \$125,371.
 - Annualized wages increased 3.6%, \$26,609, due to the ICOPS contract settlement.
 - Annualized Insurance Claims decreased (25%), (\$50,000), due to claims trends.
 - Annualized Insurance Premiums increased 27.3%, \$149,790, due to insurance industry trends. The policy year is 7/1-6/30 and actual premiums will not be known until May.
 - Annualized General Contractual decreased (8.8%), (\$25,000), due to payroll costs being less than projected in the FY21 budget.

Key Metrics

Measurable Statistics	2020	2019	2018
Purchase Orders Issued	425	518	813
Invoices Paid	9,977	10,567	11,621
Payments Processed	159,881	159,476	132,965
Utility Bills Issued	75,429	75,349	75,180
Bids/RFP's Issued	47	60	46
Vehicle Licenses Sold	27,191	28,512	27,771
Animal Licenses Sold	2,711	2,804	2,913
GFOA Certificate of Achievement	Submitted	Yes	Yes

Fiscal Year 2021 Goals

- Technology - Continue integrating new automatic meters into billing system and implement additional online bill pay options. Research credit card processing vendors.
 - *Smart meters continue to be installed in FY21 and will conclude in SY21. Installations have slowed due to COVID-19.*
 - *Online payment of Business License Renewals was implemented.*
 - *Planning for an updated website is underway.*
- Policy - Explore changing City's fiscal year, revise fund balance and budget revision policies, implement fixed asset and debt policies.
 - *The Fiscal Year was changed and the budget revision policy was updated.*
 - *Remaining policy revisions are in progress.*
- Accounting and Audit - Onboard new auditor and implement new GASB requirements.
 - *Completed.*

Fiscal Year 2021 Accomplishments

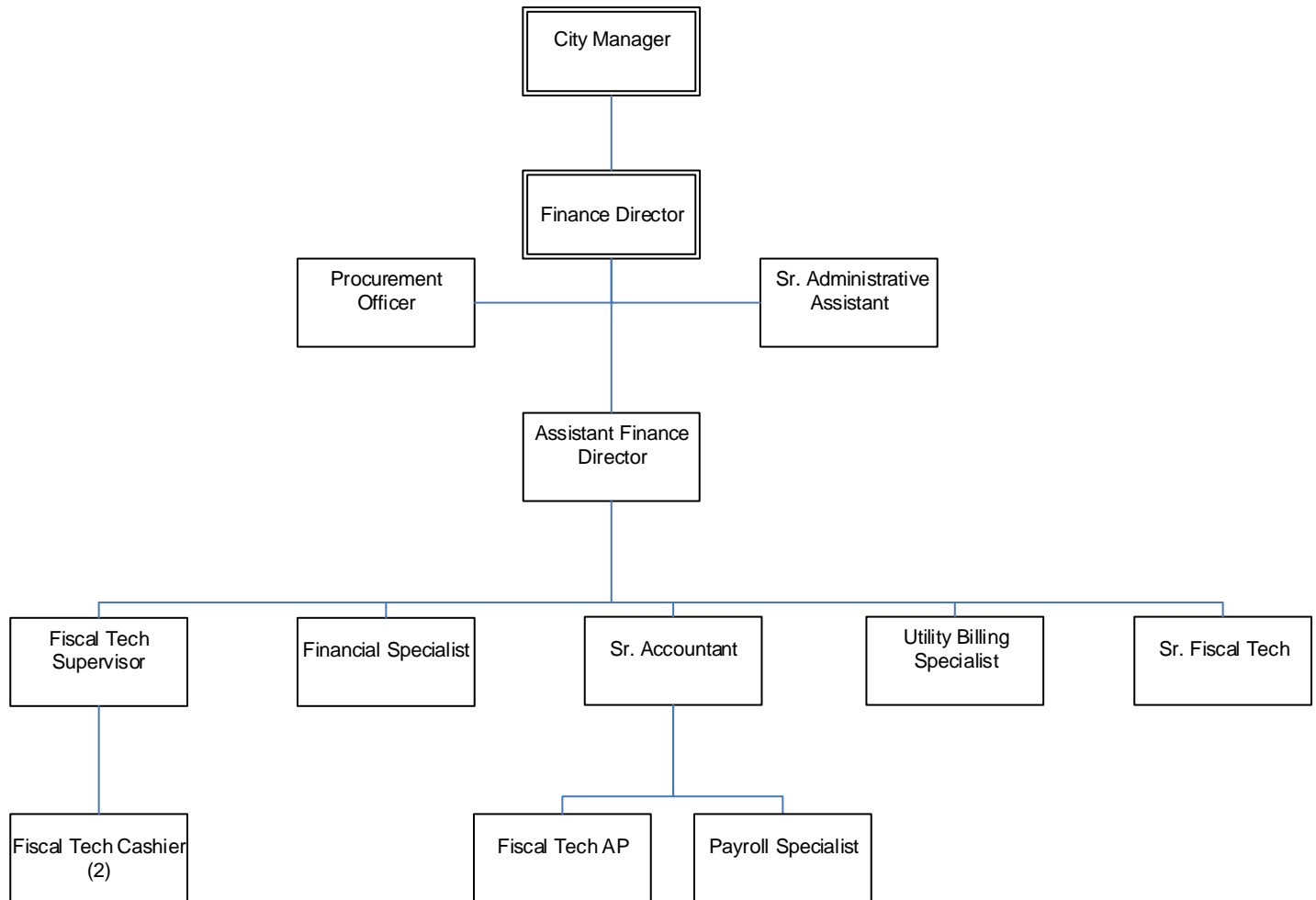
- Applied for and were awarded \$385,903 in CARES funding from Cook County.
- Monitored economic impacts of COVID-19 to the City's finances.

- Streamlined and centralized Property Transfer Tax processing into the Finance Department, including online payment if requested.
- Implemented new ERP Munis forms software, DocOrigin, which was a required upgrade for use of advanced features.
- Implemented paperless requisition processing and approval.
- Implemented paperless retention of invoice billing records and check file copies.
- Implemented paperless journal entry approval and retention.
- Implemented central budget entry module which streamlines the budget entry process and allows for paperless budget preparation.
- Upgraded credit card transactions processing for improved general ledger reporting and paperless retention.
- Completed billing updates for installed Advanced Metering Infrastructure “smart” meters. As of January 2021 over 50% of the City’s water meters, over 6,000, have been replaced with “smart” meters.
- As of January 2021 25% of accounts with smart meters, over 1,500, are registered with the WaterSmart portal.

Stub Year 2021 Goals

- Technology – Complete AMI smart meter installations, implement ERP system enhancements which move toward paperless processing, launch Finance pages on City’s new website.
- Policy – Update Municipal Code and Council Policy Statements to reflect the new Fiscal Year.
- Accounting and Audit – Continue to monitor COVID-19 impact to current and future years.

Finance Department



FINANCE DEPARTMENT - GENERAL FUND EXPENDITURES

		FY21				FY21	SY21				
Object	Account Description	FY19	Actual	FY20	Actual	Revised Budget	Forecast	Adopted Budget			
1001031 - FINANCE ADMINISTRATION											
910000	REGULAR SALARIES	\$	719,381	\$	690,274	\$	746,829	\$	743,900	\$	515,625
915000	EXTRA HELP	\$	3,117	\$	1,058	\$	-	\$	-	\$	-
915200	OVERTIME	\$	368	\$	301	\$	2,000	\$	400	\$	1,400
940800	INSURANCE	\$	465,198	\$	463,608	\$	550,000	\$	504,800	\$	466,500
940801	INSURANCE CLAIMS	\$	212,438	\$	120,739	\$	200,000	\$	100,000	\$	100,000
941600	AUDIT FEES	\$	48,466	\$	58,836	\$	39,800	\$	37,200	\$	40,800
941701	CITATION FEES	\$	11,528	\$	5,094	\$	7,300	\$	5,000	\$	3,400
941702	RED LIGHT FEES	\$	97,359	\$	-	\$	-	\$	-	\$	-
943700	TRAINING	\$	7,344	\$	3,735	\$	9,500	\$	3,100	\$	1,200
947200	POSTAL CHARGES	\$	40,192	\$	27,891	\$	42,000	\$	36,000	\$	25,000
947400	MEMBERSHIP DUES	\$	1,657	\$	1,293	\$	1,600	\$	1,500	\$	1,300
947800	BANK SERVICE CHARGES	\$	46,128	\$	46,929	\$	66,000	\$	82,000	\$	60,000
947900	BANK TRUSTEE FEES	\$	3,225	\$	2,725	\$	2,800	\$	1,475	\$	475
948500	GENERAL CONTRACTUAL SERV	\$	249,540	\$	259,677	\$	283,000	\$	262,000	\$	172,000
952000	MATERIALS	\$	11,496	\$	10,097	\$	13,250	\$	9,000	\$	8,000
953000	LICENSE SUPPLIES	\$	4,500	\$	4,263	\$	5,300	\$	5,300	\$	800
999800	BAD DEBT EXPEND	\$	-	\$	3,583	\$	-	\$	-	\$	-
Total Finance Expenditures		\$	1,921,937	\$	1,700,102	\$	1,969,379	\$	1,791,675	\$	1,396,500

Finance Department - Salary Detail

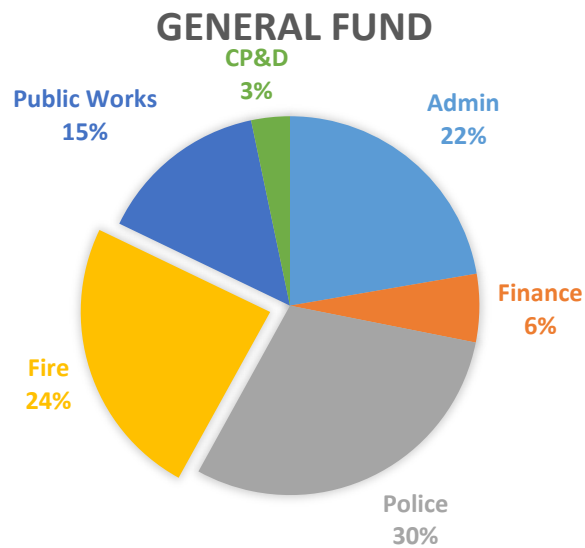
Job title	Home Department/Code	Current Wage	Weekly Hours
Assistant Finance Director	131031 - Finance Administration	\$ 71,687	37.5
Finance Director	131031 - Finance Administration	\$ 93,268	37.5
Financial Specialist	131031 - Finance Administration	\$ 37,877	37.5
Fiscal Technician (3)	131031 - Finance Administration	\$ 89,382	112.5
Fiscal Technician Supervisor	131031 - Finance Administration	\$ 39,266	37.5
Payroll Specialist	131031 - Finance Administration	\$ 38,429	37.5
Procurement Officer	131031 - Finance Administration	\$ 47,637	37.5
Senior Accountant	131031 - Finance Administration	\$ 48,531	37.5
Senior Administrative Assistant	131031 - Finance Administration	\$ 34,947	37.5
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		\$ 501,024	
	Merit Pool/Union Contracts/Adjustments	\$ 14,601	
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	Total Finance	\$ 515,625	
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Fire Department

Description

The Fire Department is responsible for fire protection, emergency medical services, fire prevention, hazardous materials release response, underwater rescue and recovery, special rescue and emergency services, and also serves as the disaster agency for the City.



Summary Highlights

- FY21 forecast is (0.4%) under FY21 budget, (\$31,591).
 - Wages are under budget (\$205,981) due to workers compensation absences.
 - Overtime is over budget (\$173,600) due to hire backs related to FMLA and medical leaves.
 - Fire Administration General Contractual Services is over budget (\$28,000) due to RED Center costs being greater than anticipated. This increase is a result of the Fire Department's increase in call volume in 2019.
 - Emergency Response Materials is under budget (\$10,000) due to COVID-19 cost control measures.
- SY21 (annualized) budget is 7.5% greater than the FY21 forecast, \$650,711.
 - Annualized total wages increased 3%, \$151,317, due to contractual increases.
 - Annualized Emergency Response Training increased 75%, \$22,500. FY21 training costs were down due to COVID-19 cost control measures and class cancellations. In addition, ten firefighters are retirement eligible in the stub year. Funding to onboard four firefighters, including the cost for four fire academy spots, has been included in the budget.
 - Annualized Pension Contributions are assumed to increase 5.0% from the most recent actuary report, \$138,182. Due to the timing of property taxes, the stub year pension contribution budget reflects approximately half of the estimated annual cost.

Key Metrics

Measurable Statistics	2020	2019	2018
Total Incidents	4,788	5,367	5,187
Simultaneous Incidents	1,567	1,913	1,957
Avg Call to arrival time (sec)	270	267	249
Inspections	1,314	1,460	2,075
Plan Reviews	325	380	588

Fiscal Year 2021 Goal Status

- Replace self-contained breathing apparatus (SCBA) through a capital purchase. *Fire Department staff worked with Finance to develop a bid process and bids were opened in December. After review, Fire Department staff determined that the lowest bid met the specifications, and this purchase was approved by the Council on 12/21/20. The purchase was \$15,815 under budget.*
- Complete upgrade of portable radios (third year) through a capital purchase. *Approximately half of the overall project was grant funded. The final portion of this project is to outfit the Battalion Chief's vehicle with radio equipment, computer equipment, and software to increase fire ground accountability and firefighter safety. Bids are being evaluated and the project should be completed in Spring 2021.*

- Improve efficiency and reliability in response to cardiac arrest/CPR calls through a capital purchase. Both front line Ambulances will be outfitted with automated CPR devices. *This purchase was approved by the Council on 12/21/20. The purchase price is approximately \$10,000 under budget.*
- Complete ordering process for F-45 (tower ladder truck) and place the apparatus into service. This vehicle is more efficient and lighter weight, with technological upgrades that will improve overall reach and safety of personnel. *The acquisition of F-45 is proceeding at a slower rate due to COVID-19 impacting manufacturing, and the new delivery timeframe is late February 2021. Once it arrives, it will be in service within 3 to 4 weeks. This purchase is approximately \$260,000 under budget.*
- Lower response times through improved turnout times due to implementation of new station alerting equipment. *The Fire Department's new station alerting equipment went live in 2020. We are now alerted to incidents with station-specific alerting and distinct nature-driven alerting tones and visual indicators. In our pursuit of improved turnout times, we discovered technical issues with RED Center's time stamping, which negatively affected the accuracy of our response time data. We have been working with RED Center and our partner agencies to resolve these issues for the past few months, and we are confident our time data will be valid in early 2021, allowing us to monitor the response times and improve in any area we can.*

Fiscal Year 2021 Accomplishments

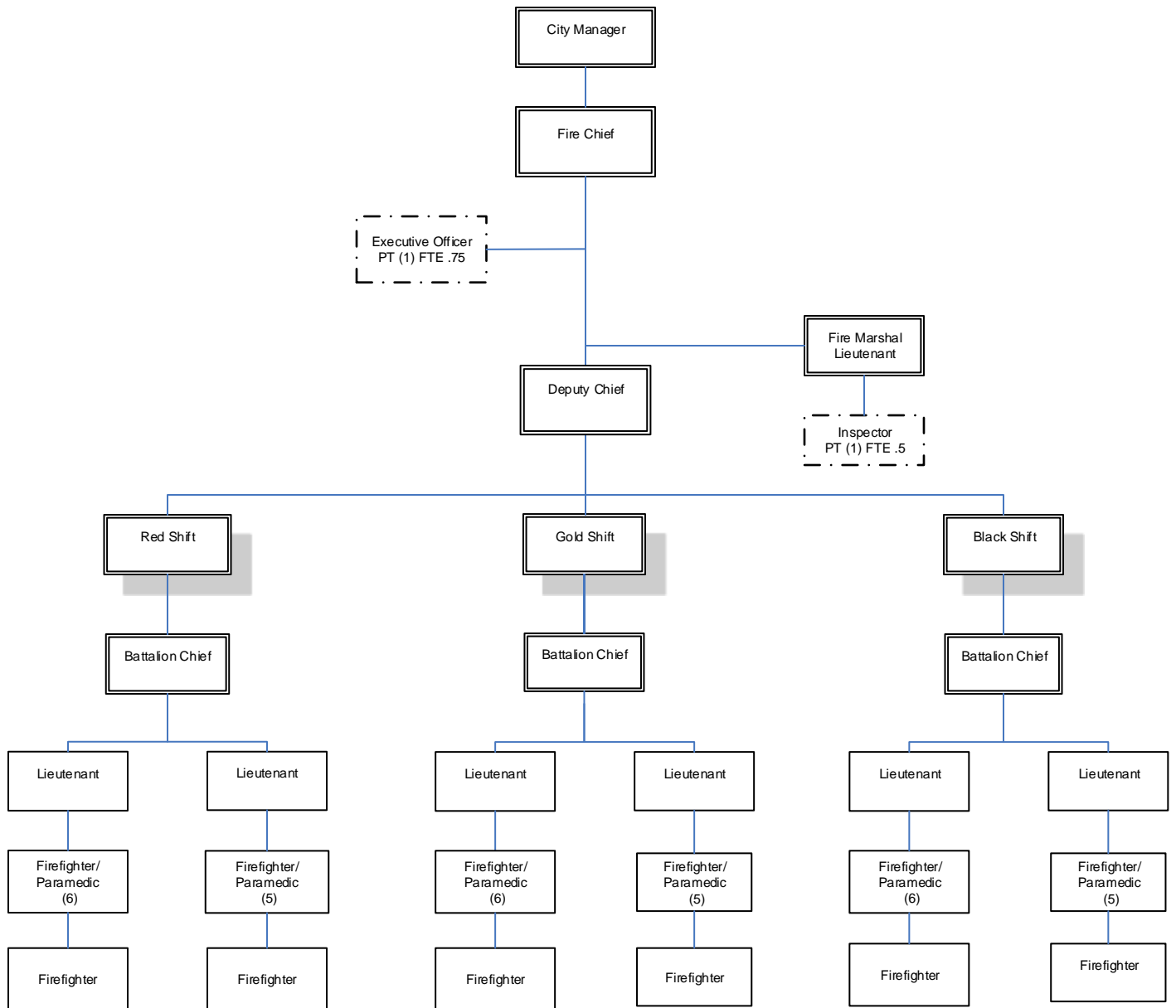
- Throughout the duration of the pandemic, the ability to locate and purchase Personal Protective Equipment (PPE) for first responders was difficult and expensive due to the global strain on the PPE manufacturing and supply chain. We worked with Cook County to take delivery of nearly 12,000 PPE items at no cost to the City, allowing us to respond to emergency medical calls safely.
- Fire Department staff worked with our MABAS Division 3 partner fire departments to ensure we were able to respond to the COVID-19 pandemic on a daily basis. Through resource and information sharing, we were able to stay on top of the ever changing landscape to keep our firefighter/paramedics as safe as possible while also providing top quality medical care to our residents. This regional response, coordinated with RED Center, was key to our success this year in dealing with the pandemic.

Stub Year 2021 Goals

- Replace the existing cardiac monitors on our advanced life support (ALS) vehicles.
- Switch daily vehicle and equipment checks to an online apparatus readiness and inventory system. This will expedite repairs, lower paper and printing costs and improve sustainability. This system is also accessible by PW personnel in the City Garage who can track apparatus issues in real time.

- Develop long term plan for both fire station facilities after reviewing the results of the station studies.
- Replace all mobile radios in the Fire Department fleet. These are the radios mounted inside the vehicles and need to be replaced due to a RED Center upgrade of the entire radio system from analog to digital.

Park Ridge Fire Department



FIRE DEPARTMENT - GENERAL FUND EXPENDITURES

		FY19		FY21		FY21	SY21
Object	Account Description	Actual	FY20	Actual	Revised Budget	Forecast	Adopted Budget
1002021 - FIRE ADMINISTRATION							
910000	REGULAR SALARIES	\$ 251,938	\$ 265,075	\$ 377,489	\$ 350,000	\$ 256,919	
921011	PSEBA	\$ 33,595	\$ 34,975	\$ 37,400	\$ 35,190	\$ 23,500	
922001	PEHP CONTRIBUTIONS	\$ 73,315	\$ 83,119	\$ 70,000	\$ 70,000	\$ -	
942100	BUILDING MAINTENANCE	\$ 31,519	\$ 21,796	\$ 39,291	\$ 36,941	\$ 16,675	
947400	MEMBERSHIP DUES	\$ 5,955	\$ 15,736	\$ 9,000	\$ 9,000	\$ 2,000	
948500	GENERAL CONTRACTUAL SERV	\$ 20,633	\$ 429,093	\$ 415,000	\$ 443,000	\$ 300,000	
949100	PENSION PAYMENTS	\$ 2,269,498	\$ 2,301,721	\$ 2,374,331	\$ 2,374,331	\$ 1,469,129	
952000	MATERIALS	\$ 30,488	\$ 33,064	\$ 25,000	\$ 25,000	\$ 18,000	
955000	NATURAL GAS	\$ 5,086	\$ 4,814	\$ 5,000	\$ 5,000	\$ 3,350	
996300	BUILDINGS & BUILDING IMPROVEMENTS	\$ 35,255	\$ 114,446	\$ -	\$ -	\$ -	
Total Fire Administration		\$ 2,757,281	\$ 3,303,838	\$ 3,352,511	\$ 3,348,462	\$ 2,089,573	
1002022 - FIRE PREVENTION							
910000	REGULAR SALARIES	\$ 124,603	\$ 120,257	\$ 122,270	\$ 122,750	\$ 83,144	
915200	OVERTIME	\$ 16,054	\$ 32,807	\$ 18,000	\$ 16,600	\$ 15,000	
948500	GENERAL CONTRACTUAL SERV	\$ 1,535	\$ 152	\$ 1,500	\$ 1,500	\$ 1,500	
952000	MATERIALS	\$ 9,878	\$ 3,705	\$ 10,000	\$ 3,000	\$ 5,000	
Total Fire Prevention		\$ 152,069	\$ 156,920	\$ 151,770	\$ 143,850	\$ 104,644	
1002023 - EMERGENCY RESPONSE							
910000	REGULAR SALARIES	\$ 4,846,006	\$ 4,666,009	\$ 4,838,972	\$ 4,660,000	\$ 3,262,048	
915200	OVERTIME	\$ 266,590	\$ 396,815	\$ 250,000	\$ 425,000	\$ 200,000	
926000	UNIFORMS	\$ 20,789	\$ 27,658	\$ 20,000	\$ 20,000	\$ 19,000	
926200	PPE-TURN OUT GEAR	\$ 203	\$ 18,820	\$ 10,000	\$ 10,000	\$ 18,000	
942300	SQUAD EMERG EQUIP REPAIR	\$ 1,472	\$ 683	\$ 3,000	\$ -	\$ 2,000	
943700	TRAINING	\$ 31,289	\$ 39,642	\$ 35,000	\$ 30,000	\$ 35,000	
948500	GENERAL CONTRACTUAL SERV	\$ 18,203	\$ 18,036	\$ 20,000	\$ 20,000	\$ 16,000	
952000	MATERIALS	\$ 52,085	\$ 60,092	\$ 55,000	\$ 45,000	\$ 25,000	
959000	EQUIPMENT MAINTENANCE	\$ 3,847	\$ 1,007	\$ 5,000	\$ 5,000	\$ 2,000	
990100	MACHINERY & EQUIPMENT	\$ 108,460	\$ 45,243	\$ -	\$ -	\$ -	
Total Emergency Response		\$ 5,348,945	\$ 5,274,003	\$ 5,236,972	\$ 5,215,000	\$ 3,579,048	
Total Fire Expenditures		\$ 8,258,295	\$ 8,734,762	\$ 8,741,253	\$ 8,707,312	\$ 5,773,265	

Fire Department - Salary Detail

Job title	Home Department/Code	Current Wage	Weekly Hours
Deputy Fire Chief	212021 - Fire Administration	\$ 90,859	37.5
Executive Officer Part-time	212021 - Fire Administration	\$ 61,567	29
Fire Chief	212021 - Fire Administration	\$ 99,456	37.5
Lieutenant	212022 - Fire Prevention	\$ 81,513	37.5
Battalion Chief (3)	212023 - Fire Emergency Response	\$ 254,318	155.79
Firefighter (6)	212023 - Fire Emergency Response	\$ 385,864	311.58
Firefighter/Paramedic (33)	212023 - Fire Emergency Response	\$ 2,068,038	1713.69
Lieutenant (6)	212023 - Fire Emergency Response	\$ 454,434	311.58
		\$ 3,496,048	
	Merit Pool/Union Contracts/Adjustments	\$ 106,064	
		\$ 3,602,112	

Salaries by Department	
212021 - Fire Administration	\$ 256,919
212022 - Fire Prevention	\$ 83,144
212023 - Fire Emergency Response	\$ 3,262,048
Total Fire	\$ 3,602,112

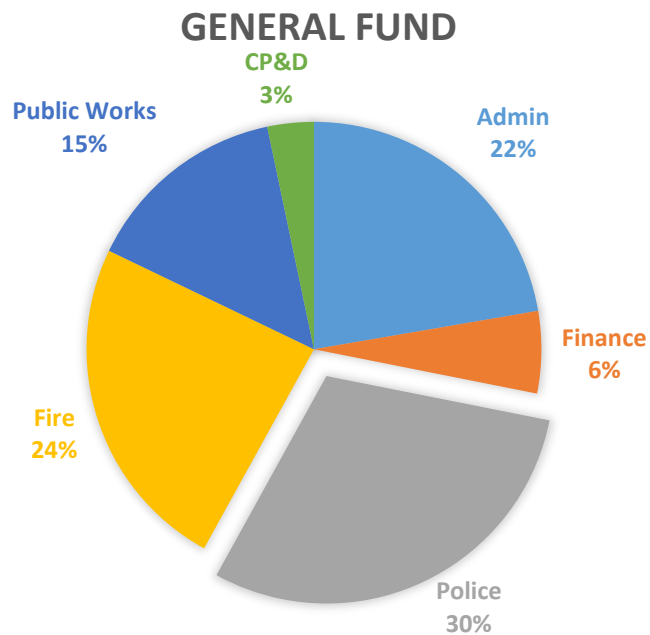
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Police Department

Description

The Park Ridge Police Department is dedicated to providing excellent police service through positive community partnerships and collaborations with our citizens in order to reduce crime, create a safe environment, build trust, and enhance the quality of life in our community. In pursuit of this mission, the Department endorses serving by honoring our oath to the community through professionalism, respect, pride and dedication. The Police Department provides the operational functions and services related to the protection of persons and property, including police patrol, crime investigation and prevention, community relations, traffic law enforcement, community service officers, parking enforcement and school crossing guards.



Summary Highlights

- FY21 Forecast is (2.1%) under FY21 budget, (\$230,023).
 - Wages are under budget (\$264,938) due to several positions remaining vacant during the year.
 - Overtime is under budget (\$25,000) due to cancellation of events and court due to the COVID-19 pandemic.
 - Police Administration General Contractual is under budget (\$25,500).
 - Communications General Contractual is over budget (\$127,384) due to ending the contractual agreement with West Suburban Consolidated Dispatch.
- SY21 (annualized) Budget is (0.1%) more than FY21 budget, (\$14,707).
 - Annualized wages increased (\$227,776) due to cost of living and collective bargaining agreement increases. Parking Enforcement Officer wages of \$29,601 were moved from the Parking Fund into Police Administration due to the Parking Fund no longer generating enough revenue to cover the cost of these employees.
 - Annualized Pension Contributions are assumed to increase 5.0% from the most recent actuary report, \$158,320. Due to timing of property taxes, the stub year pension contribution reflects approximately half of the estimated annual cost.
 - Annualized Communications General Contractual decreased (\$150,485) due to the move of dispatch services to Cook County Dispatch.
 - Annualized Patrol General Contractual decreased (\$68,344) due to body camera annual fees that will be paid in FY21.

Key Metrics

Measurable Statistics*	2020	2019	2018
Index Crime Rate	947	816	977
Traffic Stops	2,526	4,777	3,867
Traffic Citations	1,942	5,891	4,688
Arrests	223	351	294
Police Service Events	31,117	43,450	41,091
Offense Reports	2,883	3,688	3,707
Crash Reports	743	1,407	1,404

**The current Uniform Crime Reporting (UCR) program that our agency participates in will transition to a data-rich National Incident-Based Reporting System (NIBRS) by the deadline, January 1, 2021, set forth by the Federal Bureau of Investigations (FBI). NIBRS requires the collection and reporting of much more detailed data elements, in turn allowing for better law enforcement planning, training and management, as well as better transparency and accountability to our community.*

Fiscal Year 2021 Goal Status

- Project 9 of Master Plan – Sally Port addition. *Delayed due to Covid-19. Ongoing building construction would have been unsafe.*
- Mid-year transfer of Sworn Officer in Community Strategies (Crime Prevention) to Support Services Traffic Officer. *Delayed since the Community Strategies position was delayed.*

- Civilianize Community Strategies position. *Delayed because Community Strategies events were all cancelled during the fiscal year.*

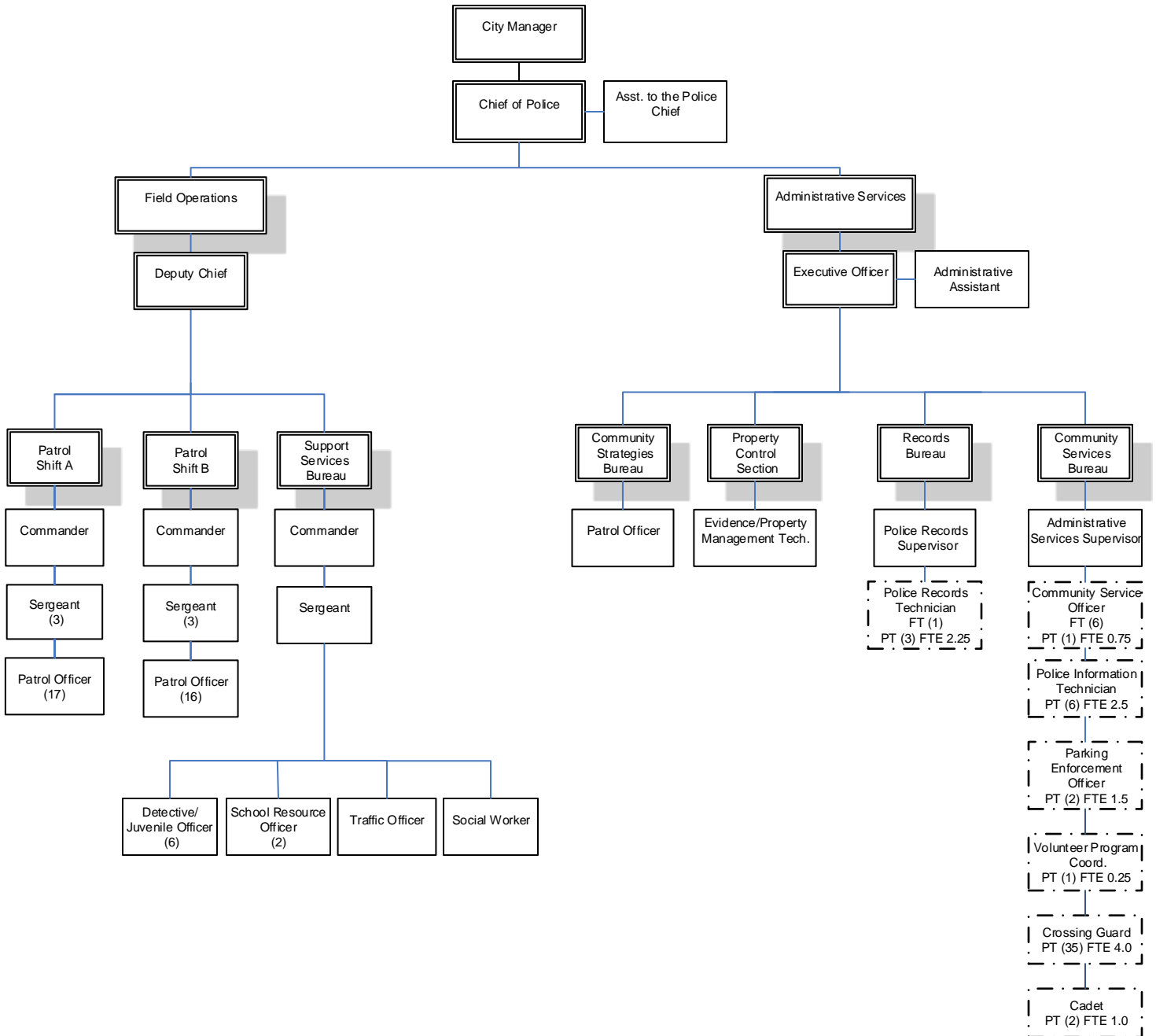
Fiscal Year 2021 Accomplishments

- Implemented and monitored our response to COVID-19.
- Completed the transition to Cook County Dispatch.
- Addressed the Mayor's Task Force on "Eight Can't Wait" campaign.
- Updated the Department's Mission and Value Statement.

Stub Year 2021 Goals

- Complete Project 7 (Sally Port) of the Police Department's Master Plan.
- Evaluate the feasibility of changing the Parking Enforcement positions to Community Service Officer positions.
- Complete the re-accreditation process for the Department.
- Implement and evaluate aspects of the Police Reform Act.
- Conduct a campaign for the implementation/rollout of the RAVE system.

Park Ridge Police Department



POLICE DEPARTMENT - GENERAL FUND EXPENDITURES

Object	Account Description	FY19	Actual	FY20	Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
1002011 - POLICE ADMINISTRATION								
910000	REGULAR SALARIES	\$	1,006,772	\$	1,083,455	\$ 1,215,120	\$ 1,128,500	\$ 864,752
915200	OVERTIME	\$	14,802	\$	12,737	\$ 23,000	\$ 10,000	\$ 15,180
921011	PSEBA	\$	25,120	\$	26,152	\$ 28,000	\$ 29,000	\$ 17,600
940100	TELECOMMUNICATIONS	\$	19,101	\$	21,262	\$ 22,000	\$ 22,000	\$ 14,520
943700	TRAINING	\$	39,496	\$	41,128	\$ 45,000	\$ 40,000	\$ 29,700
947400	MEMBERSHIP DUES	\$	18,513	\$	20,669	\$ 23,000	\$ 23,000	\$ 15,000
948500	GENERAL CONTRACTUAL SERV	\$	93,151	\$	15,937	\$ 55,500	\$ 30,000	\$ 32,000
949100	PENSION PAYMENTS	\$	2,424,365	\$	2,550,405	\$ 2,589,698	\$ 2,589,698	\$ 1,754,100
952000	MATERIALS	\$	11,320	\$	19,961	\$ 20,000	\$ 20,000	\$ 10,000
	Total Police Administration	\$	3,652,640	\$	3,791,705	\$ 4,021,318	\$ 3,892,198	\$ 2,752,852
1002012 - SUPPORT SERVICES								
910000	REGULAR SALARIES	\$	1,070,778	\$	1,196,519	\$ 1,223,212	\$ 1,200,000	\$ 843,065
915200	OVERTIME	\$	75,432	\$	86,709	\$ 75,000	\$ 65,000	\$ 49,500
926400	UNIFORMS- PAYROLL	\$	7,400	\$	8,150	\$ 8,525	\$ 8,525	\$ 4,262
948500	GENERAL CONTRACTUAL SERV	\$	7,493	\$	4,785	\$ 10,500	\$ 10,000	\$ 6,930
948508	POLICE CHURCH SUPPORT	\$	1,371	\$	2,245	\$ 1,500	\$ 1,000	\$ 990
952000	MATERIALS	\$	1,957	\$	2,550	\$ 3,000	\$ 2,500	\$ 1,980
	Total Support Services	\$	1,164,431	\$	1,300,959	\$ 1,321,737	\$ 1,287,025	\$ 906,727
1002013 - COMMUNICATIONS								
948500	GENERAL CONTRACTUAL SERV	\$	17,793	\$	351,968	\$ 521,616	\$ 665,000	\$ 234,754
	Total Communications	\$	17,793	\$	351,968	\$ 521,616	\$ 665,000	\$ 234,754
1002014 - PATROL								
910000	REGULAR SALARIES	\$	3,877,420	\$	3,832,310	\$ 4,123,548	\$ 4,005,000	\$ 2,817,926
913000	CROSSING GUARDS	\$	113,914	\$	113,030	\$ 123,460	\$ 70,000	\$ 81,484
915200	OVERTIME	\$	284,869	\$	249,764	\$ 275,000	\$ 275,000	\$ 181,500
926000	UNIFORMS	\$	41,372	\$	37,645	\$ 38,000	\$ 38,000	\$ 25,080
926400	UNIFORMS- PAYROLL	\$	21,150	\$	20,700	\$ 28,200	\$ 28,200	\$ 14,100
942100	BUILDING MAINTENANCE	\$	7,004	\$	16,059	\$ 20,000	\$ 20,000	\$ 13,200
942300	SQUAD EMERG EQUIP REPAIR	\$	11,958	\$	11,230	\$ 10,000	\$ 10,000	\$ 6,600
948200	STRAY ANIMAL IMPOUND	\$	1,711	\$	-	\$ 3,000	\$ 1,500	\$ 1,980
948500	GENERAL CONTRACTUAL SERV	\$	19,124	\$	82,882	\$ 86,344	\$ 75,000	\$ 12,000
952000	MATERIALS	\$	56,627	\$	76,996	\$ 40,000	\$ 45,000	\$ 32,000
990100	MACHINERY & EQUIPMENT	\$	58,500	\$	-	\$ -	\$ -	\$ -
	Total Patrol	\$	4,493,648	\$	4,440,615	\$ 4,747,552	\$ 4,567,700	\$ 3,185,870
1002015 - COMMUNITY STRATEGIES								
910000	REGULAR SALARIES	\$	96,876	\$	98,664	\$ 101,468	\$ 101,870	\$ 69,162
915200	OVERTIME	\$	4,300	\$	2,350	\$ 5,000	\$ 3,000	\$ 3,300
926400	UNIFORMS- PAYROLL	\$	750	\$	750	\$ 375	\$ 750	\$ 375
948300	MILEAGE COMPENSATION	\$	1,857	\$	1,615	\$ 2,500	\$ 1,500	\$ 1,650
948807	NATIONAL NIGHT OUT	\$	5,383	\$	5,968	\$ 7,000	\$ -	\$ 7,000
952000	MATERIALS	\$	6,323	\$	3,087	\$ 5,000	\$ 3,000	\$ 3,300
	Total Community Strategies	\$	115,489	\$	112,434	\$ 121,343	\$ 110,120	\$ 84,787
	Total Police Expenditures	\$	9,444,002	\$	9,997,682	\$ 10,733,566	\$ 10,522,043	\$ 7,164,990

Police Department - Salary Detail

Job title	Home Department/Code	Current Wage	Weekly Hours
Administrative Assistant	202011 - Police Administration	\$ 32,901	37.5
Administrative Services Supervisor	202011 - Police Administration	\$ 49,522	37.5
Assistant to Police Chief	202011 - Police Administration	\$ 40,525	37.5
Cadet Part-time (2)	202011 - Police Administration	\$ 18,443	38
Community Service Officer (6)	202011 - Police Administration	\$ 215,804	225
Community Service Officer Part-time	202011 - Police Administration	\$ 23,515	29
Evidence/Property Management Technician	202011 - Police Administration	\$ 33,724	37.5
Executive Officer	202011 - Police Administration	\$ 78,587	37.5
Information Technician Part-time (6)	202011 - Police Administration	\$ 51,777	94.5
Parking Enforcement Officer Part-time (2)	202011 - Police Administration	\$ 46,647	58
Police Chief	202011 - Police Administration	\$ 106,827	37.5
Records Supervisor	202011 - Police Administration	\$ 46,667	37.5
Records Technician	202011 - Police Administration	\$ 30,617	37.5
Records Technician Part-time (3)	202011 - Police Administration	\$ 67,227	87
Volunteer Program Coordinator Part-time	202011 - Police Administration	\$ 9,006	15
Patrol Officer (9)	202012 - Police Support Services	\$ 596,725	360
Police Commander	202012 - Police Support Services	\$ 78,541	40
Police Sergeant	202012 - Police Support Services	\$ 74,801	40
Social Worker	202012 - Police Support Services	\$ 52,017	37.5
Deputy Police Chief	202014 - Police Patrol	\$ 87,409	37.5
Patrol Officer (33)	202014 - Police Patrol	\$ 1,994,526	1320
Police Commander (2)	202014 - Police Patrol	\$ 156,557	80
Police Sergeant (6)	202014 - Police Patrol	\$ 442,196	240
Patrol Officer	202015 - Police Community Strategies	\$ 67,512	40
Crossing Guard Part-time (35)	214913 - Police Crossing Guards	\$ 83,868	145
		\$ 4,485,939	
	Merit Pool/Union Contracts/Adjustments	\$ 190,450	
		\$ 4,676,389	

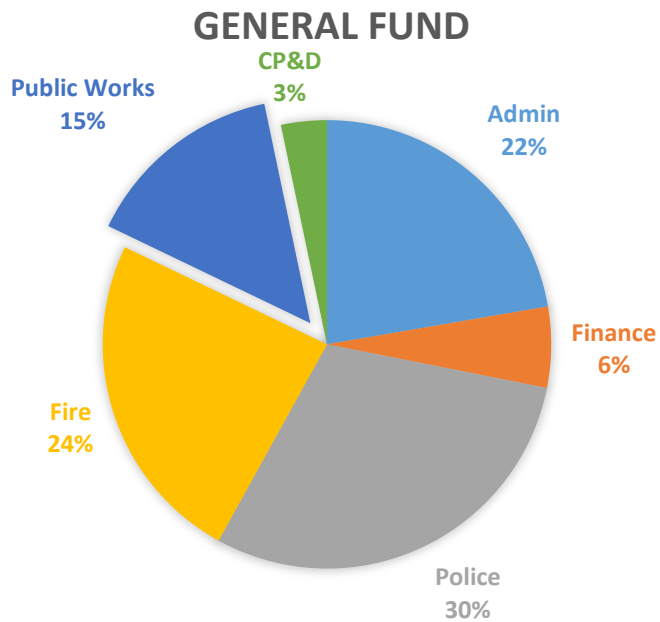
Salaries by Department		
202011 - Police Administration	\$	864,752
202012 - Police Support Services	\$	843,065
202014 - Police Patrol	\$	2,817,926
202015 - Police Community Strategies	\$	69,162
214913 - Police Crossing Guards	\$	81,484
Total Police	\$	4,676,389



Public Works Department

Description

The Public Works Department provides services including traffic control, street lighting, snow removal, public ways maintenance, sewer and storm drainage, water supply and distribution, and solid waste collection and disposal. Public Works is responsible for equipment, maintenance, and all engineering services, including the preparation of construction plans and on-site supervision of all public construction projects. Divisions within the Public Works Department are Engineering, Forestry/Grounds Maintenance, Sewer/Water, Streets, Water Supply, and Vehicle Maintenance.



Summary Highlights

- FY21 forecast is (5.6%) under FY21 budget, (\$310,647).
 - Wages are under budget (\$62,449) due to turnover. Vacant positions are held open at least 30 days as a COVID-19 savings measure.
 - Snow Removal Supplies is under budget (\$109,141) due to a mild winter resulting in the need to purchase less salt in FY21 than expected.
 - Striping is under budget (\$13,736) because IDOT resurfaced two major roadways and restriped those intersections with their project. Deterioration in pavement markings was less than expected due to the mild winter.
 - Vehicle Maintenance General Contractual Services is under budget (\$30,000) due to staff performing more oil changes and maintenance in house.
- SY21 annualized budget is (6.1%) less than FY21 budget, (\$342,916)
 - Annualized wages increased \$115,637 due to non-union merit and collective bargaining agreement increases and wages previously allocated to the Parking Fund now being budgeted in the General Fund.
 - Annualized Snow Removal Materials decreased (\$179,250) due to the Stub Year budget not encompassing the main snow removal season of January - April.
 - Annualized Reforestation Materials decreased (\$150,000) due to cost containment reductions.
 - Annualized Auto Petroleum Products decreased (\$67,500) due to trends.

Key Metrics

Measurable Statistics	2020	2019	2018
Water Main breaks & service leaks	66	86	89
Snow & Ice removal (by man hours)	647	2,965	2,817
Salt used (by ton)	1,852	2,028	2,545
Sewer Flushing (by linear feet)	38,353	199,116	122,469
Catch Basin & Inlets cleaning	1,294	2,006	2,517
Tree Removal & Plantings	497 / 592	508 / 652	429 / 600
Water Meter readings & service calls (by man hours)	2,033	1,997	2,022
Water Meter installation	71	145	254
Street Sweeping (by curb mile)	3,388	3,439	4,375
Alley Grading (by linear feet)	35,007	33,700	28,502
Parking Meters (by man hours)	495	567	588
JULIE Locates	9,151	9,827	7,458

Fiscal Year 2021 Goal Status

- Resurface Uptown Parking Court and partial reconstruction of Summit Ave. *Projects delayed due to COVID-19.*
- Placement of water valves at key locations for better control of water grid. *Project completed.*
- Hoist repair. *Project completed.*
- Security locks at the Service Center. *Project deferred to Stub Year 2021.*
- Construction of two “green” alleys. *Project delayed due to COVID-19.*

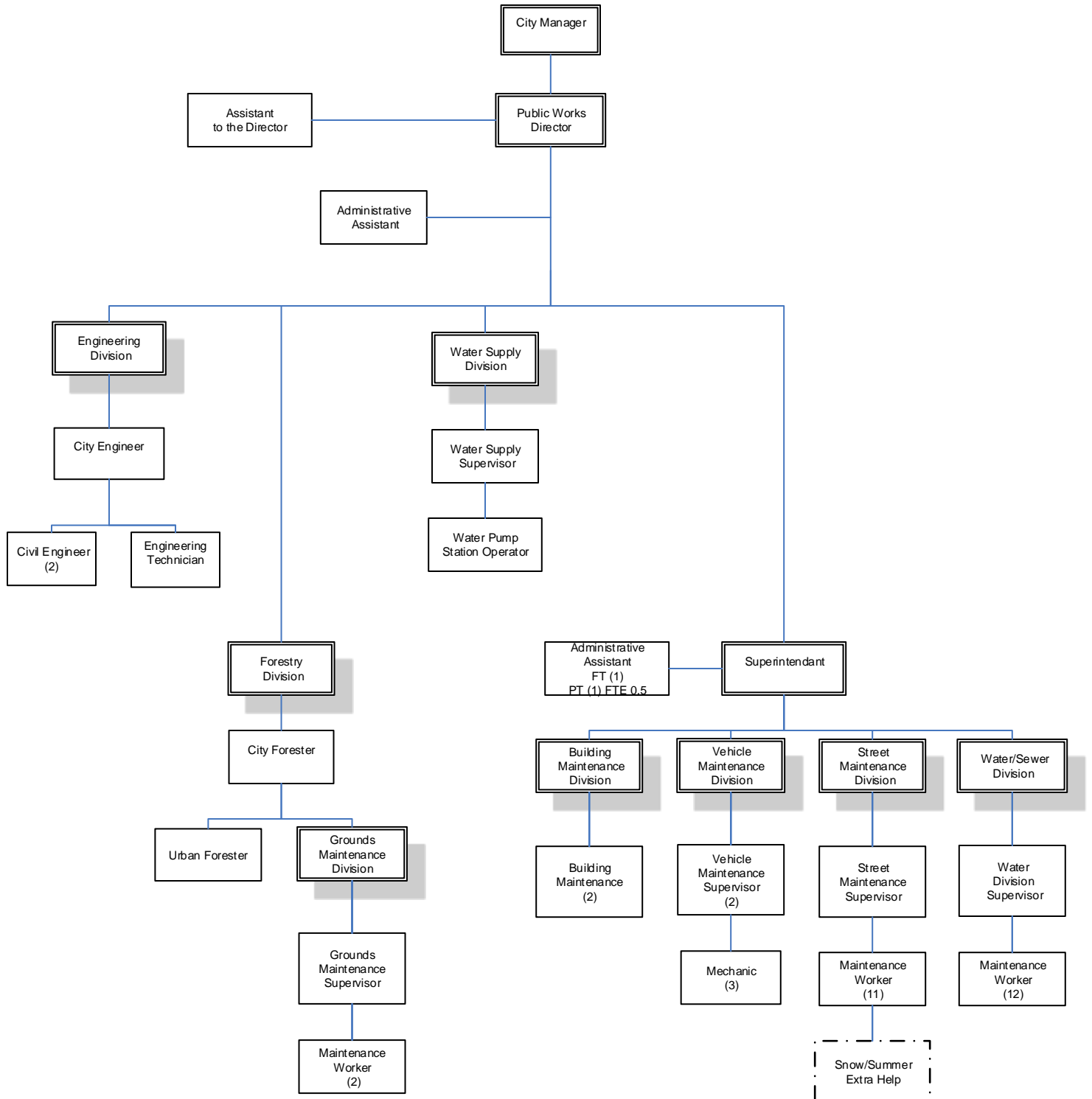
Fiscal Year 2021 Accomplishments

- Applied for and were awarded a grant for the Marvin Parkway Flood Control Project.
- Vehicle Maintenance Division no longer outsources oil changes and lubes, and had snow fleet prepared in early-November without using overtime.
- Engineering staff has created and implemented new applications for data collection and inventory.
- Urban Forester being cross-trained and assisting in Engineering.
- Successful coordination of two major IDOT Resurfacing Projects.
- Performed Water Distribution System Risk and Resiliency Assessment and Emergency Response Plan in-house. Savings of \$18,000.

Stub Year 2021 Goals

- Reconstruction of Summit Avenue using Rebuild Illinois Funds.
- Resurface Uptown Parking Court using Uptown TIF Funds.
- Design Green Library Parking Lot for MWRD Grant using Uptown TIF Funds.
- Install security locks at the Service Center and Police Department.
- Construction of Marvin Parkway Flood Control Project (MWRD Grant and Sewer Fund).
- Increase Alley Restoration Project by \$15,000, 16.7%.

Public Works Department



PUBLIC WORKS DEPARTMENT - GENERAL FUND EXPENDITURES

		FY21					SY21		
Object	Account Description	FY19	Actual	FY20	Actual	Revised Budget	FY21	Forecast	Adopted Budget
1003011 - PUBLIC WORKS ADMINISTRATION									
910000	REGULAR SALARIES	\$	352,641	\$	343,735	\$	327,946	\$	225,929
943700	TRAINING	\$	3,165	\$	2,552	\$	4,000	\$	2,500
947400	MEMBERSHIP DUES	\$	1,955	\$	1,605	\$	3,500	\$	3,500
948500	GENERAL CONTRACTUAL SERV	\$	25	\$	669	\$	1,000	\$	1,000
952000	MATERIALS	\$	3,000	\$	1,860	\$	5,000	\$	2,500
Total Public Works Administration		\$	360,787	\$	350,421	\$	341,446	\$	235,429
1003012 - ENGINEERING									
910000	REGULAR SALARIES	\$	338,567	\$	362,958	\$	326,659	\$	227,244
915200	OVERTIME	\$	278	\$	43	\$	1,000	\$	1,000
948500	GENERAL CONTRACTUAL SERV	\$	116,194	\$	119,594	\$	130,000	\$	100,000
952000	MATERIALS	\$	508	\$	822	\$	2,000	\$	1,500
Total Engineering		\$	455,547	\$	483,416	\$	459,659	\$	329,744
1003021 - TRAFFIC CONTROL									
942600	ELECTRICAL EQUIP MAINT	\$	134,156	\$	137,470	\$	143,000	\$	83,000
952000	MATERIALS	\$	25,945	\$	22,411	\$	32,000	\$	20,000
Total Traffic Control		\$	160,101	\$	159,881	\$	175,000	\$	103,000
1003022 - STREET LIGHTING									
942600	ELECTRICAL EQUIP MAINT	\$	42,643	\$	26,035	\$	70,000	\$	46,000
955500	ELECTRICITY	\$	206,840	\$	215,862	\$	210,000	\$	142,000
Total Street Lighting		\$	249,483	\$	241,897	\$	280,000	\$	188,000
1003023 - SNOW & STORM CONTROL									
915000	EXTRA HELP	\$	1,494	\$	260	\$	10,000	\$	2,500
915200	OVERTIME	\$	185,312	\$	96,822	\$	140,000	\$	50,000
948500	GENERAL CONTRACTUAL SERV	\$	2,775	\$	2,855	\$	3,500	\$	1,000
958000	SNOW REMOVAL SUPPLIES	\$	191,145	\$	167,680	\$	221,485	\$	66,000
Total Snow & Storm Control		\$	380,726	\$	267,618	\$	374,985	\$	119,500
1003024 - STREET MAINTENANCE									
910000	REGULAR SALARIES	\$	1,202,089	\$	1,165,888	\$	1,275,327	\$	793,723
915000	EXTRA HELP	\$	-	\$	-	\$	-	\$	4,500
926000	UNIFORMS	\$	12,967	\$	12,646	\$	17,000	\$	12,000
942000	STRIPING	\$	43,157	\$	42,591	\$	46,461	\$	35,000
948500	GENERAL CONTRACTUAL SERV	\$	526	\$	21,620	\$	2,539	\$	1,000
952000	MATERIALS	\$	94,048	\$	88,460	\$	102,000	\$	92,000
Total Street Maintenance		\$	1,352,786	\$	1,331,206	\$	1,443,327	\$	938,223
1003025 - SIDEWALK MAINTENANCE									
952000	MATERIALS	\$	614	\$	1,994	\$	3,000	\$	3,000
995400	SIDEWALK REPAIRS	\$	154,772	\$	173,459	\$	-	\$	-
Total Sidewalk Maintenance		\$	155,386	\$	175,453	\$	3,000	\$	3,000
1003026 - ALLEY MAINTENANCE									
995200	ALLEY RESTORATION	\$	60,344	\$	69,993	\$	-	\$	-
995201	ALLEY PAVING	\$	-	\$	16,897	\$	-	\$	-
Total Alley Maintenance		\$	60,344	\$	86,890	\$	-	\$	-

PUBLIC WORKS DEPARTMENT - GENERAL FUND EXPENDITURES

Object		Account Description	FY19	Actual	FY20	Actual	FY21		SY21			
							Revised Budget	FY21	Forecast	Adopted Budget		
1003062 - CITY BUILDINGS MAINTENANCE												
910000	REGULAR SALARIES		\$	153,502	\$	144,680	\$	152,581	\$	145,665	\$	105,217
942100	BUILDING MAINTENANCE		\$	211,599	\$	214,434	\$	242,817	\$	242,000	\$	134,000
942103	BLDG MAINT -DEE RD TRN		\$	4,575	\$	-	\$	-	\$	-	\$	-
952000	MATERIALS		\$	44,333	\$	35,238	\$	45,000	\$	40,000	\$	25,000
952006	MATERIALS - UPTOWN STATION		\$	-	\$	-	\$	-	\$	-	\$	-
955000	NATURAL GAS		\$	26,126	\$	21,051	\$	25,000	\$	25,000	\$	10,000
955500	ELECTRICITY		\$	5,997	\$	6,869	\$	10,000	\$	7,000	\$	5,000
996300	BUILDINGS & BUILDING IMPROVEMENTS		\$	599,937	\$	263,492	\$	-	\$	-	\$	-
Total City Buildings Maintenance			\$	1,046,070	\$	685,765	\$	475,398	\$	459,665	\$	279,217
1003071 - FORESTRY												
910000	REGULAR SALARIES		\$	131,061	\$	135,914	\$	140,555	\$	142,500	\$	98,440
940200	TREE TRIMMING		\$	109,661	\$	134,703	\$	135,000	\$	110,000	\$	60,000
940201	TREE REMOVAL		\$	249,694	\$	223,515	\$	250,000	\$	245,000	\$	190,000
940202	EMERGENCY T & M		\$	101,316	\$	85,334	\$	110,000	\$	110,000	\$	75,000
941900	TREE SPRAYING		\$	62,089	\$	55,227	\$	65,000	\$	64,535	\$	65,000
948500	GENERAL CONTRACTUAL SERV		\$	-	\$	3,252	\$	11,750	\$	1,750	\$	5,000
952000	MATERIALS		\$	1,980	\$	2,903	\$	3,000	\$	3,000	\$	3,000
952004	MATERIALS-REFORESTATION		\$	122,893	\$	148,558	\$	150,000	\$	150,000	\$	-
Total Forestry			\$	778,694	\$	789,406	\$	865,305	\$	826,785	\$	496,440
1003072 - GROUNDS MAINTENANCE												
910000	REGULAR SALARIES		\$	84,215	\$	83,130	\$	84,558	\$	84,685	\$	155,621
915000	EXTRA HELP		\$	-	\$	-	\$	-	\$	-	\$	9,000
940700	GAS FOR GAS LIGHTS		\$	8,593	\$	8,374	\$	10,000	\$	6,000	\$	8,000
941300	GAS LIGHT MAINTENANCE		\$	3,026	\$	9,762	\$	12,000	\$	6,000	\$	5,000
948500	GENERAL CONTRACTUAL SERV		\$	40,557	\$	68,551	\$	77,000	\$	77,000	\$	80,000
952000	MATERIALS		\$	27,267	\$	22,180	\$	37,000	\$	32,000	\$	12,000
Total Grounds Maintenance			\$	163,658	\$	191,996	\$	220,558	\$	205,685	\$	269,621
1006020 - VEHICLE MAINTENANCE												
910000	REGULAR SALARIES		\$	464,144	\$	423,865	\$	435,733	\$	429,530	\$	299,823
915200	OVERTIME		\$	12,656	\$	3,768	\$	28,000	\$	28,000	\$	10,000
940801	INSURANCE CLAIMS		\$	21,107	\$	17,564	\$	40,000	\$	30,000	\$	15,000
948500	GENERAL CONTRACTUAL SERV		\$	118,937	\$	78,750	\$	92,000	\$	62,000	\$	40,000
952000	MATERIALS		\$	145,228	\$	145,444	\$	145,000	\$	145,000	\$	75,000
959100	AUTO PETROLEUM PRODUCTS		\$	192,472	\$	191,715	\$	180,000	\$	180,000	\$	75,000
959200	TIRES		\$	19,996	\$	15,494	\$	20,000	\$	20,000	\$	14,000
Total Vehicle Maintenance			\$	974,540	\$	876,600	\$	940,733	\$	894,530	\$	528,823
Total Public Works Expenditures			\$	6,138,123	\$	5,640,549	\$	5,579,411	\$	5,268,764	\$	3,490,997

Public Works Department - Salary Detail

Job title	Home Department/Code	Current Wage	Weekly Hours
Administrative Assistant (2)	303011 - Public Works Administration	\$ 60,808	75
Administrative Assistant Part-time	303011 - Public Works Administration	\$ 16,702	20
Assistant to Public Works Director	303011 - Public Works Administration	\$ 37,492	37.5
Public Works Director	303011 - Public Works Administration	\$ 105,035	37.5
City Engineer	303012 - Public Works Engineering	\$ 81,962	37.5
Civil Engineer (2)	303012 - Public Works Engineering	\$ 100,662	75
Engineering Technician	303012 - Public Works Engineering	\$ 39,380	37.5
Maintenance Worker	303024 - Streets	\$ 50,337	37.5
Public Works Superintendent	303024 - Streets	\$ 75,705	37.5
Public Works Supervisor	303024 - Streets	\$ 61,451	37.5
Maintenance Worker (20)	303054 - Water Main Services	\$ 958,070	750
Building Maintenance Person (2)	303062 - Public Works Building Maintenance	\$ 97,339	75
City Forester	303071 - Public Works Forestry	\$ 54,313	37.5
Urban Forester	303071 - Public Works Forestry	\$ 41,575	37.5
Maintenance Worker (2)	303072 - Public Works Grounds Maintenance	\$ 93,811	75
Public Works Supervisor	303072 - Public Works Grounds Maintenance	\$ 56,234	37.5
Mechanic (3)	316020 - Public Works Vehicle Maintenance	\$ 170,242	112.5
Public Works Supervisor	316020 - Public Works Vehicle Maintenance	\$ 63,583	37.5
Public Works Supervisor - Foreman	316020 - Public Works Vehicle Maintenance	\$ 56,371	37.5
		\$ 2,221,073	
	Merit Pool/Union Contracts/Adjustments	\$ 86,339	
		<u>\$ 2,307,413</u>	

Salaries Allocated To Other Funds	
Municipal Waste	\$ (30,106)
Water	\$ (250,885)
Sewer	\$ (120,425)
Public Works Total - General Func	<u>\$ 1,905,997</u>

Salaries by Department	
303011 - Public Works Administration	\$ 225,929
303012 - Public Works Engineering	\$ 227,244
303024 - Streets	\$ 793,723
303062 - Public Works Building Maintenance	\$ 105,217
303071 - Public Works Forestry	\$ 98,440
303072 - Public Works Grounds Maintenance	\$ 155,621
316020 - Public Works Vehicle Maintenance	\$ 299,823
Public Works Total - General Func	<u>\$ 1,905,997</u>

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Special Revenue Funds

Description

Special Revenue Funds account for resources that have legal restrictions on their use. Special Revenue Funds account for general operations and use the modified accrual basis of accounting.

- Dempster TIF Fund
- Motor Fuel Tax Fund
- Uptown TIF Fund
- Illinois Municipal Retirement Fund (IMRF)
- Federal Insurance Contributions Act (FICA) Fund
- Municipal Waste Fund
- Asset Forfeiture Fund
- Foreign Fire Insurance Fund
- Debt Service Funds
- Special Service Area Funds

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CITY OF PARK RIDGE

Dempster Tax Increment Financing (TIF) District

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$106,620	\$105,846	\$104,799	\$104,799	\$279,959
Revenues	\$200,025	\$185,677	\$214,044	\$390,004	\$160,000
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$200,799)	(\$186,724)	(\$214,544)	(\$214,844)	(\$215,800)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$105,846	\$104,799	\$104,299	\$279,959	\$224,159

Description

Tax increment finance (TIF) funding is an incentive method used to better the economic condition of a specified area. TIF funding freezes the assessed valuation of a given area for a period of time. The development that subsequently occurs in the area results in an increase in the valuation of the district. The incremental property tax increase is placed into a segregated fund of the City, which in turn utilizes those funds to provide incentives for the initial and additional development.

The City entered into the Dempster TIF Redevelopment Agreement September 20, 1999. Final incentive payments are due in 2022.

The Life to Date deficit in the Fund was (\$446,749) as of April 30, 2020. Additional details on the Life to Date totals are available in the State Comptroller Annual Report.

DEMPSTER TAX INCREMENT FINANCING (TIF) DISTRICT FUN

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
202 - DEMPSTER TIF REVENUES						
811000	PROPERTY TAX CURRENT	\$ 199,894	\$ 185,272	\$ 214,044	\$ 390,000	\$ 160,000
872000	INTEREST ON INVESTMENTS	\$ 132	\$ 405	\$ -	\$ 4	\$ -
	Total Dempster TIF Revenues	\$ 200,025	\$ 185,677	\$ 214,044	\$ 390,004	\$ 160,000
2024063 - BUSINESS DISTRICT SUPPORT EXPENDITURES						
942500	GENERAL COUNSEL	\$ 900	\$ -	\$ 500	\$ 800	\$ 800
948500	GENERAL CONTRACTUAL SERV	\$ 199,898	\$ 186,724	\$ 214,044	\$ 214,044	\$ 215,000
	Total Business District Support Expenditures	\$ 200,798	\$ 186,724	\$ 214,544	\$ 214,844	\$ 215,800
	Dempster TIF Surplus (Deficit)	\$ (773)	\$ (1,048)	\$ (500)	\$ 175,160	\$ (55,800)



CITY OF PARK RIDGE

Motor Fuel Tax Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$1,392,235	\$1,007,596	\$1,350,886	\$1,350,886	\$2,526,746
Revenues	\$959,767	\$1,399,197	\$1,307,500	\$2,125,860	\$1,332,640
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$1,344,406)	(\$1,055,907)	(\$1,000,000)	(\$950,000)	(\$1,600,000)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$1,007,596	\$1,350,886	\$1,658,386	\$2,526,746	\$2,259,386

Description

The Motor Fuel Tax Fund accounts for the revenues and expenditures of the City's portion of the state tax on the sale of motor fuel. This tax is distributed to the City by the State on a per capita basis. Money from this fund, as directed by State law, can be utilized for the construction and maintenance of roads and related items. Annually planned expenditures include funding for street improvements.

Summary Highlights

Fiscal Year 2021 revenue is forecast to be 62.6%, \$818,360, more than budgeted. This is due to Rebuild Illinois Bond funding from the State. This additional funding has special requirements for project type and timing.

Details on the projects can be found in the Capital Improvement Plan.

MOTOR FUEL TAX FUND
REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
203 - MOTOR FUEL TAX REVENUES						
832000	MOTOR FUEL TAX	\$ 951,415	\$ 1,383,074	\$ 1,300,000	\$ 1,300,000	\$ 920,000
833020	ST GRANT-REBUILD ILLINOIS	\$ -	\$ -	\$ -	\$ 823,360	\$ 411,680
872000	INTEREST ON INVESTMENTS	\$ 8,352	\$ 16,123	\$ 7,500	\$ 2,500	\$ 960
	Total Motor Fuel Tax Revenues	\$ 959,767	\$ 1,399,197	\$ 1,307,500	\$ 2,125,860	\$ 1,332,640
2033024 - MOTOR FUEL TAX EXPENDITURES						
952000	MATERIALS	\$ 60	\$ -	\$ -	\$ -	\$ -
995152	STREET REPAIRS	\$ 1,344,346	\$ 1,055,907	\$ 1,000,000	\$ 950,000	\$ 1,000,000
995405	REBUILD ILLINOIS-GRANT FUNDED	\$ -	\$ -	\$ -	\$ -	\$ 600,000
	Total Motor Fuel Tax Expenditures	\$ 1,344,406	\$ 1,055,907	\$ 1,000,000	\$ 950,000	\$ 1,600,000
	Motor Fuel Tax Surplus (Deficit)	\$ (384,639)	\$ 343,291	\$ 307,500	\$ 1,175,860	\$ (267,360)



Uptown Tax Increment Financing (TIF) District

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$5,764,295	\$5,260,712	\$5,914,972	\$5,914,972	\$7,353,570
Revenues	\$3,344,185	\$3,422,165	\$3,210,000	\$4,865,000	\$2,132,500
Transfers In	\$26,318	\$0	\$0	\$0	\$0
Expenditures	(\$3,874,086)	(\$2,767,905)	(\$3,200,213)	(\$3,426,402)	(\$3,813,059)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$5,260,712	\$5,914,972	\$5,924,759	\$7,353,570	\$5,673,011

Description

Tax increment finance (TIF) funding is an incentive method used to better the economic condition of a specified area. TIF funding freezes the assessed valuation of a given area for a period of time. The development that subsequently occurs in the area results in an increase in the valuation of the district. The incremental property tax increase is placed into a segregated fund of the City, which in turn utilizes those funds to provide incentives for the initial and additional development.

In 2003 the City entered into Intergovernmental Agreements (IGAs) with the Park Ridge Park District, Maine Township High School District 207 and Park Ridge-Niles Consolidated Community School District 64 for the Uptown TIF. Final IGA payments are due December 2028. Final debt payments for the Uptown TIF development are due in December 2024.

Summary Highlights

Increment revenue has recovered in recent years resulting in an increase of property tax revenue in Fiscal Year 2019 and projected through Fiscal Years 2020 and 2021.

Debt payments increased from Fiscal Year 2020 to Fiscal Year 2021 in accordance with the debt schedules. Additionally, due to the increased revenue the City was able to fully abate property taxes for debt payments in December 2019. As a result, funds for the full debt payments are transferred out of the Uptown TIF Fund into the Debt funds to cover the payments.

The Life to Date deficit in the Fund was (\$7,839,084) as of April 30, 2020. The deficit includes outstanding debt of \$13,735,000. Additional details can be found in the Debt Service Funds section of this document and the in the State Comptroller's Annual Report.

UPTOWN TAX INCREMENT FINANCING (TIF) DISTRICT FUND

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
204 - UPTOWN TIF REVENUES						
811000	PROPERTY TAX CURRENT	\$ 3,322,232	\$ 3,331,081	\$ 3,200,000	\$ 4,860,000	\$ 2,130,000
812000	PROPERTY TAX PRIOR	\$ 17,131	\$ 52,004	\$ 5,000	\$ 5,000	\$ 2,500
872000	INTEREST ON INVESTMENTS	\$ 4,822	\$ 39,080	\$ 5,000	\$ -	\$ -
880800	TRANSFER - DEBT SERVICE	\$ 26,318	\$ -	\$ -	\$ -	\$ -
	Total Uptown TIF Revenues	\$ 3,370,503	\$ 3,422,165	\$ 3,210,000	\$ 4,865,000	\$ 2,132,500
2041027 - ECONOMIC DEVELOPMENT EXPENDITURES						
948500	GENERAL CONTRACTUAL SERV	\$ 823,045	\$ 407,144	\$ 415,000	\$ 500,000	\$ 505,000
949300	TRANSFER OUT	\$ 2,348,049	\$ 2,359,911	\$ 2,783,213	\$ 2,924,902	\$ 3,303,059
	Total Economic Development Expenditures	\$ 3,171,094	\$ 2,767,055	\$ 3,198,213	\$ 3,424,902	\$ 3,808,059
2043072 - GROUNDS MAINTENANCE EXPENDITURES						
997100	UPTOWN STREETSCAPING	\$ 702,241	\$ -	\$ -	\$ -	\$ -
	Total Grounds Maintenance Expenditures	\$ 702,241	\$ -	\$ -	\$ -	\$ -
2044063 - BUSINESS DISTRICT SUPPORT EXPENDITURES						
942500	GENERAL COUNSEL	\$ 750	\$ 850	\$ 2,000	\$ 1,500	\$ 5,000
	Total Business District Support Expenditures	\$ 750	\$ 850	\$ 2,000	\$ 1,500	\$ 5,000
	Total Uptown TIF Expenditures	\$ 3,874,085	\$ 2,767,905	\$ 3,200,213	\$ 3,426,402	\$ 3,813,059
	Uptown TIF Surplus (Deficit)	\$ (503,583)	\$ 654,259	\$ 9,787	\$ 1,438,598	\$ (1,680,559)



Illinois Municipal Retirement Fund-IMRF

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$252,635	\$278,467	\$106,249	\$106,249	\$147,649
Revenues	\$651,086	\$782,594	\$618,274	\$763,001	\$331,600
Transfers In	\$112,123	\$67,494	\$107,237	\$107,237	\$69,737
Expenditures	(\$737,377)	(\$1,022,306)	(\$887,694)	(\$828,838)	(\$548,000)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$278,467	\$106,249	(\$55,934)	\$147,649	\$986

Description

The Illinois Municipal Retirement Fund (IMRF) is a Special Revenue fund used to account for property tax revenue levied for the purpose of funding IMRF pension obligations. Pension payments are remitted to IMRF on a monthly basis based on actual payroll. The City's calendar year 2020 IMRF rate is 8.83% of covered payroll.

Summary Highlights

- The IMRF rate decreased from 8.83% in 2020 to 8.45% in 2021. This decrease was offset by increased payroll due to standard annual wage adjustments.
- Due to the stub year, the SY21 revenue reflects approximately 50% of the annual amount while expenses reflect 67% of the annual amount. The result is a decrease in fund balance. Future years will include a budget with a small surplus to ensure adequate cash flow in the fund.

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
206 - IMRF REVENUES						
811000	PROPERTY TAX CURRENT	\$ 626,215	\$ 755,159	\$ 595,774	\$ 741,000	\$ 317,000
831500	PERS PROP REPLACE TAX	\$ 24,817	\$ 26,877	\$ 22,000	\$ 22,000	\$ 14,600
872000	INTEREST ON INVESTMENTS	\$ 53	\$ 558	\$ 500	\$ 1	\$ -
880500	CONTRIBUTION FROM SEWER	\$ 31,255	\$ 19,608	\$ 31,873	\$ 31,873	\$ 23,555
880600	CONTRIBUTION FROM ENTERPRISE	\$ 62,793	\$ 39,755	\$ 62,464	\$ 62,464	\$ 46,182
880700	CONTRIBUTION FROM PARKING	\$ 18,075	\$ 8,131	\$ 12,900	\$ 12,900	\$ -
Total IMRF Revenues		\$ 763,208	\$ 850,088	\$ 725,511	\$ 870,238	\$ 401,337
2066050 - IMRF EXPENDITURES						
949100	PENSION PAYMENTS	\$ 737,377	\$ 625,824	\$ 887,694	\$ 828,838	\$ 548,000
949300	TRANSFER OUT	\$ -	\$ 396,481	\$ -	\$ -	\$ -
Total IMRF Expenditures		\$ 737,377	\$ 1,022,306	\$ 887,694	\$ 828,838	\$ 548,000
IMRF Surplus (Deficit)		\$ 25,832	\$ (172,218)	\$ (162,183)	\$ 41,400	\$ (146,663)



CITY OF PARK RIDGE

Federal Insurance Contributions Act Fund-FICA

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$843,119	\$722,496	\$732,774	\$732,774	\$723,183
Revenues	\$741,309	\$865,406	\$872,730	\$909,908	\$408,138
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$861,932)	(\$855,128)	(\$951,616)	(\$919,499)	(\$632,979)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$722,496	\$732,774	\$653,888	\$723,183	\$498,342

Description

The Federal Insurance Contributions Act (FICA) fund is a Special Revenue fund used to account for property tax revenue levied for the purpose of funding the City's FICA obligations. Payments are remitted to the federal government on a bi-weekly payment, along with the employee's contribution. The FICA fund was split off from the IMRF Fund in Fiscal Year 2018 for improved compliance and accounting efficiency.

Summary Highlights

- The FICA rate remains constant at 7.65%. Increases in expenditures are attributed to annual wages increasing.
- Due to the stub year, the SY21 revenue reflects approximately 50% of the annual amount while expenses reflect 67% of the annual amount. The result is a decrease in fund balance.

FEDERAL INSURANCE CONTRIBUTIONS ACT TAX (FICA) FUND

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
207 - FICA REVENUES						
811000	PROPERTY TAX CURRENT	\$ 646,450	\$ 773,865	\$ 779,824	\$ 817,000	\$ 345,000
872000	INTEREST ON INVESTMENTS	\$ 498	\$ 1,587	\$ -	\$ 2	\$ -
880500	CONTRIBUTION FROM SEWER	\$ 26,305	\$ 26,133	\$ 27,613	\$ 27,613	\$ 21,325
880600	CONTRIBUTION FROM ENTERPRISE	\$ 52,846	\$ 52,984	\$ 54,117	\$ 54,117	\$ 41,813
880700	CONTRIBUTION FROM PARKING	\$ 15,212	\$ 10,836	\$ 11,176	\$ 11,176	\$ -
Total FICA Revenues		\$ 741,310	\$ 865,406	\$ 872,730	\$ 909,908	\$ 408,138
2076050 - FICA EXPENDITURES						
949101	FICA/MEDICARE	\$861,932.39	\$855,128.21	\$951,616.00	\$919,499.00	\$632,979.00
Total FICA Expenditures		\$ 861,932	\$ 855,128	\$ 951,616	\$ 919,499	\$ 632,979
FICA Surplus (Deficit)		\$ (120,622)	\$ 10,277	\$ (78,886)	\$ (9,591)	\$ (224,841)



CITY OF PARK RIDGE

Municipal Waste Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$1,555,514	\$817,187	\$628,026	\$628,026	\$738,751
Revenues	\$2,190,512	\$2,783,103	\$3,000,000	\$3,140,002	\$1,400,000
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$2,928,839)	(\$2,972,264)	(\$3,078,339)	(\$3,029,277)	(\$2,138,149)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$817,187	\$628,026	\$549,687	\$738,751	\$602

Description

The Municipal Waste Fund is a Special Revenue fund used to account for the City's garbage collection program. The primary revenue source for this fund is through property tax collections. In 2016 the City negotiated a contract with a new garbage hauler, Groot Waste Management.

The City is a member of The Solid Waste Agency of Northern Cook County (SWANCC). SWANCC was formed in 1988 to provide comprehensive solid waste management programs to twenty-three member communities. Since 1994, the Agency has owned a solid waste transfer station in the Village of Glenview to provide solid waste transfer and disposal services to its members.

Summary Highlights

- Annualized expenditures have a slight increase due to contracted increases in the Groot contract for trash pick-up. Tonnage is trending up which increases the contribution to SWANCC.
- Due to the stub year, the SY21 revenue reflects approximately 50% of the annual amount while expenses reflect 67% of the annual amount. The result is a decrease in fund balance. Future years will include a budget with a small surplus to ensure adequate cash flow in the fund.

**MUNICIPAL WASTE FUND
REVENUES & EXPENDITURES**

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
208 - MUNICIPAL WASTE REVENUES						
811000	PROPERTY TAX CURRENT	\$ 2,190,200	\$ 2,781,828	\$ 3,000,000	\$ 3,140,000	\$ 1,400,000
872000	INTEREST ON INVESTMENTS	\$ 312	\$ 1,274	\$ -	\$ 2	\$ -
Total Municipal Waste Revenues		\$ 2,190,512	\$ 2,783,103	\$ 3,000,000	\$ 3,140,002	\$ 1,400,000
2083043 - SOLID WASTE DISPOSAL EXPENDITURES						
910000	REGULAR SALARIES	\$ 51,483	\$ 49,627	\$ 50,062	\$ 50,000	\$ 30,106
921000	EMP BNFTS-PPO	\$ 5,442	\$ 6,182	\$ 5,244	\$ 5,244	\$ 2,924
921001	EMP BNFTS-HMO	\$ 2,448	\$ 2,559	\$ 2,384	\$ 2,384	\$ 1,259
921002	EMP BNFTS-LIFE	\$ 56	\$ 68	\$ 74	\$ 74	\$ 30
921005	EMP BNFTS-DENTAL	\$ 508	\$ 562	\$ 538	\$ 538	\$ 210
921009	EMP BNFTS-PROGRAMMING	\$ 39	\$ 39	\$ 37	\$ 37	\$ 17
947600	SCAVENGER SERVICE	\$ 2,780,382	\$ 2,840,728	\$ 2,932,000	\$ 2,885,000	\$ 2,043,603
947700	REFUSE DISPOSAL	\$ 88,481	\$ 72,498	\$ 88,000	\$ 86,000	\$ 60,000
Total Municipal Waste Expenditures		\$ 2,928,839	\$ 2,972,264	\$ 3,078,339	\$ 3,029,277	\$ 2,138,149
Municipal Waste Surplus (Deficit)		\$ (738,327)	\$ (189,161)	\$ (78,339)	\$ 110,725	\$ (738,149)



CITY OF PARK RIDGE

Asset Forfeiture Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$144,034	\$145,949	\$122,782	\$122,782	\$128,488
Revenues	\$15,323	\$3,500	\$0	\$6,306	\$0
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$13,409)	(\$26,667)	(\$124,000)	(\$600)	(\$128,000)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$145,949	\$122,782	(\$1,218)	\$128,488	\$488

Description

The Asset Forfeiture Fund is a Special Revenue Fund created to account for the receipts of state remitted asset forfeitures and seizures, federally remitted asset forfeitures and seizures and DUI fines. Revenues and expenditures are tracked by source and category to ensure monies spent comply with local, state and federal statutes.

The annual budget reflects funds that have been received and are available to spend.

**ASSET FORFEITURE FUND
REVENUES & EXPENDITURES**

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
221 - ASSET FORFEITURE REVENUES						
853712	STATE DRUG SEIZURE RECEIPTS	\$ 974	\$ -	\$ -	\$ 500	\$ -
853714	STATE ASSET FORFEITURE RECEIPTS	\$ 8,921	\$ 1,110	\$ -	\$ 4,500	\$ -
853715	DUI FINE RECEIPTS	\$ 5,135	\$ 1,981	\$ -	\$ 1,300	\$ -
853716	FEDERAL FORFEITURE RECEIPTS	\$ 208	\$ 170	\$ -	\$ 5	\$ -
872000	INTEREST ON INVESTMENTS	\$ 85	\$ 239	\$ -	\$ 1	\$ -
Total Asset Forfeiture Revenues		\$ 15,323	\$ 3,500	\$ -	\$ 6,306	\$ -
2212012 - ASSET FORFEITURE EXPENDITURES						
952008	DUI MATERIALS	\$ 722	\$ -	\$ 50,000	\$ -	\$ 50,000
952009	DRUG MATERIALS	\$ 676	\$ -	\$ 36,000	\$ 500	\$ 40,000
952014	STATE ASSET FORFEITURE EXPEND	\$ 12,010	\$ 2,500	\$ 18,000	\$ 100	\$ 18,000
952016	FEDERAL FORFEITURE EXPENDITURE	\$ -	\$ 24,167	\$ 20,000	\$ -	\$ 20,000
Total Asset Forfeiture Expenditures		\$ 13,409	\$ 26,667	\$ 124,000	\$ 600	\$ 128,000
Asset Forfeiture Surplus (Deficit)		\$ 1,914	\$ (23,167)	\$ (124,000)	\$ 5,706	\$ (128,000)



CITY OF PARK RIDGE

Foreign Fire Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$45,279	\$64,868	\$54,541	\$54,541	\$53,392
Revenues	\$63,393	\$68,180	\$68,200	\$82,951	\$70,000
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$43,804)	(\$78,508)	(\$70,000)	(\$84,100)	(\$120,000)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$64,868	\$54,541	\$52,741	\$53,392	\$3,392

Description

The Foreign Fire fund is a Special Revenue fund established to account for Foreign Fire tax revenue. The tax is a two-percent charge paid by consumers who purchase fire insurance from companies based outside of Illinois. The tax is collected by the Illinois Municipal League (IML) and is not subject to control by City Council. State law, ILCS 5/11-10-1, requires that these funds be turned over to the Foreign Fire Insurance Board. The Foreign Fire Insurance Board is responsible for voting on appropriate spending of the funds in accordance with state law.

The annual budget reflects funds that have been received and are projected to be available to spend by the board.

**FOREIGN FIRE TAX FUND
REVENUES & EXPENDITURES**

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
222 - FOREIGN FIRE REVENUES						
816000	FOREIGN FIRE INSURANCE TAX	\$ 63,189	\$ 67,819	\$ 68,000	\$ 82,891	\$ 70,000
872000	INTEREST ON INVESTMENTS	\$ 204	\$ 361	\$ 200	\$ 60	\$ -
	Total Foreign Fire Tax Revenues	\$ 63,393	\$ 68,180	\$ 68,200	\$ 82,951	\$ 70,000
2222023 - EMERGENCY RESPONSE EXPENDITURES						
952000	MATERIALS	\$ 43,804	\$ 78,508	\$ 70,000	\$ 84,100	\$ 120,000
	Total Foreign Fire Tax Expenditures	\$ 43,804	\$ 78,508	\$ 70,000	\$ 84,100	\$ 120,000
	Foreign Fire Tax Surplus (Deficit)	\$ 19,589	\$ (10,328)	\$ (1,800)	\$ (1,149)	\$ (50,000)



Debt Service Funds

Description

The Debt Service Funds account for the accumulation of resources, and the payment of, general long-term debt principal, interest and related costs. The City has two active Debt Service Funds. Both issues are related to the Uptown TIF. Funding for payments comes from Uptown TIF increment revenue.

- 2012A FUND 310 – Issued for Flood Mitigation projects. This Fund was closed in FY20 and the remaining debt was moved to the Sewer Fund for more accurate reporting of the Enterprise Fund. Information presented in this section is for historical purposes only.
- 2012B FUND 311 – Issued for an Early Retirement Incentive (ERI). This debt was paid off and the fund was closed in FY20. Information presented in this section is for historical purposes only.
- 2014A FUND 312 – Issued for Water Improvement projects. This Fund was closed in FY20 and the remaining debt was moved to the Water Fund for more accurate reporting of the Enterprise Fund. Information presented in this section is for historical purposes only.
- 2015A FUND 313 - Issued for refunding of 2005A for Uptown TIF projects. The Uptown TIF fund transfers incremental tax revenue into the debt fund to cover debt payments. The last payment is due 12/1/2024..
- 2015B FUND 314 – Issued for Uptown TIF projects. The debt was paid off and the fund was closed in FY19. Information is presented for historical purposes only.
- 2016 FUND 315 - Issued for refunding of 2006A for Uptown TIF projects. The Uptown TIF fund transfers incremental tax revenue into the debt fund to cover debt payments. The last payment is due 12/1/2024.

DEBT SERVICE SCHEDULE

ANNUAL PRINCIPAL PAYMENTS

FISCAL YEAR	SERIES 2012A	SERIES 2014A	SERIES 2015A	SERIES 2016	
FUND	503	502	313	315	
FUNDING SOURCE	SEWER	WATER	UPTOWN TIF	UPTOWN TIF	TOTAL
SY21	\$ 360,000	\$ 700,000	\$ 955,000	\$ 1,730,000	\$ 3,745,000
2022	\$ 370,000	\$ 725,000	\$ 980,000	\$ 1,765,000	\$ 3,840,000
2023	\$ 380,000	\$ 750,000	\$ 1,360,000	\$ 1,445,000	\$ 3,935,000
2024	\$ 390,000	\$ 770,000	\$ 1,705,000	\$ 1,165,000	\$ 4,030,000
2025	\$ 405,000	\$ 875,000	\$ -	\$ -	\$ 1,280,000
2026	\$ 415,000	\$ -	\$ -	\$ -	\$ 415,000
2027	\$ 425,000	\$ -	\$ -	\$ -	\$ 425,000
2028	\$ 435,000	\$ -	\$ -	\$ -	\$ 435,000
TOTAL	\$ 3,180,000	\$ 3,820,000	\$ 5,000,000	\$ 6,105,000	\$ 18,105,000

ANNUAL INTEREST PAYMENTS

FISCAL YEAR	SERIES 2012A	SERIES 2014A	SERIES 2015A	SERIES 2016	
FUND	503	502	313	315	
FUNDING SOURCE	SEWER	WATER	UPTOWN TIF	UPTOWN TIF	TOTAL
SY21	\$ 95,400	\$ 118,975	\$ 150,000	\$ 108,057	\$ 472,432
2022	\$ 84,600	\$ 97,975	\$ 121,350	\$ 77,438	\$ 381,363
2023	\$ 73,500	\$ 76,225	\$ 91,950	\$ 46,198	\$ 287,873
2024	\$ 62,100	\$ 53,725	\$ 51,150	\$ 20,620	\$ 187,595
2025	\$ 50,400	\$ 30,625	\$ -	\$ -	\$ 81,025
2026	\$ 38,250	\$ -	\$ -	\$ -	\$ 38,250
2027	\$ 25,800	\$ -	\$ -	\$ -	\$ 25,800
2028	\$ 13,050	\$ -	\$ -	\$ -	\$ 13,050
TOTAL	\$ 443,100	\$ 377,525	\$ 414,450	\$ 252,313	\$ 1,487,388

TOTAL ANNUAL DEBT PAYMENTS

FISCAL YEAR	SERIES 2012A	SERIES 2014A	SERIES 2015A	SERIES 2016	
FUND	503	502	313	315	
FUNDING SOURCE	SEWER	WATER	UPTOWN TIF	UPTOWN TIF	TOTAL
SY21	\$ 455,400	\$ 818,975	\$ 1,105,000	\$ 1,838,057	\$ 4,217,432
2022	\$ 454,600	\$ 822,975	\$ 1,101,350	\$ 1,842,438	\$ 4,221,363
2023	\$ 453,500	\$ 826,225	\$ 1,451,950	\$ 1,491,198	\$ 4,222,873
2024	\$ 452,100	\$ 823,725	\$ 1,756,150	\$ 1,185,620	\$ 4,217,595
2025	\$ 455,400	\$ 905,625	\$ -	\$ -	\$ 1,361,025
2026	\$ 453,250	\$ -	\$ -	\$ -	\$ 453,250
2027	\$ 450,800	\$ -	\$ -	\$ -	\$ 450,800
2028	\$ 448,050	\$ -	\$ -	\$ -	\$ 448,050
TOTAL	\$ 3,623,100	\$ 4,197,525	\$ 5,414,450	\$ 6,357,313	\$ 19,592,388

DEBT SERVICE FUND 310 - SERIES 2012A

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
SEWER	BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
310 - DEBT SERVICE FUND-SERIES 2012A REVENUES						
880600	CONTRIBUTION FROM ENTERPRISE	\$ 450,550	\$ -	\$ 450,750	\$ -	\$ -
	Total Debt Service Series 2012A Revenues	\$ 450,550	\$ -	\$ 450,750	\$ -	\$ -
3106110 - DEBT SERVICE-SERIES 2012A EXPENDITURES						
981000	BOND INTEREST	\$ 125,550	\$ -	\$ 105,750	\$ -	\$ -
999200	BOND PRINCIPAL	\$ 325,000	\$ -	\$ 345,000	\$ -	\$ -
	Total Debt Service Series 2012A Expenditures	\$ 450,550	\$ -	\$ 450,750	\$ -	\$ -
	Debt Service Series 2012A Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -
	ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

**DEBT SERVICE FUND 311 - SERIES 2012B
REVENUES & EXPENDITURES**

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
IMRF	BEGINNING FUND BALANCE	\$ 242,228	\$ (73,170)	\$ (0)	\$ (0)	\$ (0)
311 - DEBT SERVICE FUND-SERIES 2012B REVENUES						
811000	PROPERTY TAX CURRENT	\$ (1)	\$ -	\$ -	\$ -	\$ -
872000	INTEREST ON INVESTMENTS	\$ -	\$ 36	\$ -	\$ -	\$ -
881100	TRANSFERS IN	\$ -	\$ 396,482	\$ -	\$ -	\$ -
Total Debt Service Series 2012B Revenues		\$ (1)	\$ 396,517	\$ -	\$ -	\$ -
3116110 - DEBT SERVICE-SERIES2012B EXPENDITURES						
981000	BOND INTEREST	\$ 15,398	\$ 8,348	\$ -	\$ -	\$ -
999200	BOND PRINCIPAL	\$ 300,000	\$ 315,000	\$ -	\$ -	\$ -
Total Debt Service Series 2012B Expenditures		\$ 315,398	\$ 323,348	\$ -	\$ -	\$ -
Debt Service Series 2012B Surplus (Deficit)		\$ (315,398)	\$ 73,170	\$ -	\$ -	\$ -
ENDING FUND BALANCE		\$ (73,170)	\$ (0)	\$ (0)	\$ (0)	\$ (0)

Final Debt Payment was made in FY20
Bond matured 12/1/19

DEBT SERVICE FUND 312 - SERIES 2014A

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
WATER	BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
312 - DEBT SERVICE FUND-SERIES 2014A REVENUES						
880600	CONTRIBUTION FROM ENTERPRISE	\$ 813,075	\$ -	\$ 819,376	\$ -	\$ -
	Total Debt Service Series 2014A Revenues	\$ 813,075	\$ -	\$ 819,376	\$ -	\$ -
3126110 - DEBT SERVICE-SERIES 2014A EXPENDITURES						
981000	BOND INTEREST	\$ 178,075	\$ -	\$ 139,376	\$ -	\$ -
999200	BOND PRINCIPAL	\$ 635,000	\$ -	\$ 680,000	\$ -	\$ -
	Total Debt Service Series 2014A Expenditures	\$ 813,075	\$ -	\$ 819,376	\$ -	\$ -
	Debt Service Series 2014A Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -
	ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

**DEBT SERVICE FUND 313 - SERIES 2015A
REVENUES & EXPENDITURES**

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
TIF	BEGINNING FUND BALANCE	\$ 65,049	\$ 53,647	\$ 28,182	\$ 28,182	\$ 0
313 - DEBT SERVICE FUND-SERIES 2015A REVENUES						
811000	PROPERTY TAX CURRENT	\$ 33,152	\$ 20,066	\$ -	\$ -	\$ -
881100	TRANSFERS IN	\$ 408,696	\$ 409,770	\$ 854,265	\$ 878,868	\$ 1,105,000
	Total Debt Service Series 2015A Revenues	\$ 441,848	\$ 429,836	\$ 854,265	\$ 878,868	\$ 1,105,000
3136110 - DEBT SERVICE FUND-SERIES 2015A EXPENDITURES						
981000	BOND INTEREST	\$ 188,250	\$ 180,300	\$ 172,050	\$ 172,050	\$ 150,000
999200	BOND PRINCIPAL	\$ 265,000	\$ 275,000	\$ 735,000	\$ 735,000	\$ 955,000
	Total Debt Service Series 2015A Expenditures	\$ 453,250	\$ 455,300	\$ 907,050	\$ 907,050	\$ 1,105,000
	Debt Service Series 2015A Surplus (Deficit)	\$ (11,402)	\$ (25,464)	\$ (52,785)	\$ (28,182)	\$ -
	ENDING FUND BALANCE	\$ 53,647	\$ 28,182	\$ (24,603)	\$ 0	\$ 0

DEBT SERVICE FUND 314 - SERIES 2015B

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
TIF	BEGINNING FUND BALANCE	\$ 175,237	\$ (0)	\$ (0)	\$ (0)	\$ (0)
314 - DEBT SERVICE FUND-SERIES 2015B REVENUES						
811000	PROPERTY TAX CURRENT	\$ 45,120	\$ -	\$ -	\$ -	\$ -
881100	TRANSFERS IN	\$ 1,779,911	\$ -	\$ -	\$ -	\$ -
	Total Debt Service Series 2015B Revenues	\$ 1,825,031	\$ -	\$ -	\$ -	\$ -
3146110 - DEBT SERVICE FUND-SERIES 2015B EXPENDITURES						
949300	TRANSFER OUT	\$ 26,318	\$ -	\$ -	\$ -	\$ -
981000	BOND INTEREST	\$ 33,950	\$ -	\$ -	\$ -	\$ -
999200	BOND PRINCIPAL	\$ 1,940,000	\$ -	\$ -	\$ -	\$ -
	Total Debt Service Series 2015B Expenditures	\$ 2,000,268	\$ -	\$ -	\$ -	\$ -
	Debt Service Series 2015B Surplus (Deficit)	\$ (175,237)	\$ -	\$ -	\$ -	\$ -
	ENDING FUND BALANCE	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)

Final Debt Payment was made in FY19

Bond matured 12/1/18

DEBT SERVICE FUND 315 - SERIES 2016

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
TIF	BEGINNING FUND BALANCE	\$ 10,077	\$ 111,753	\$ (9,433)	\$ (9,433)	\$ (0)
315 - DEBT SERVICE FUND-SERIES 2016 REVENUES						
811000	PROPERTY TAX CURRENT	\$ 119,057	\$ 95,495	\$ -	\$ -	\$ -
880808	TRANSFER FROM UPTOWN TIF	\$ 159,442	\$ 1,950,141	\$ 1,928,948	\$ 2,046,033	\$ 1,838,059
Total Debt Service Series 2016 Revenues		\$ 278,499	\$ 2,045,636	\$ 1,928,948	\$ 2,046,033	\$ 1,838,059
3156110 - DEBT SERVICE FUND-SERIES 2016 EXPENDITURES						
981000	BOND INTEREST	\$ 176,823	\$ 176,823	\$ 141,600	\$ 141,600	\$ 108,059
999200	BOND PRINCIPAL	\$ -	\$ 1,990,000	\$ 1,895,000	\$ 1,895,000	\$ 1,730,000
Total Debt Service Series 2016 Expenditures		\$ 176,823	\$ 2,166,823	\$ 2,036,600	\$ 2,036,600	\$ 1,838,059
Debt Service Series 2016 Surplus (Deficit)		\$ 101,676	\$ (121,187)	\$ (107,652)	\$ 9,433	\$ -
ENDING FUND BALANCE		\$ 111,753	\$ (9,433)	\$ (117,085)	\$ (0)	\$ (0)



CITY OF PARK RIDGE

Special Service Areas

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$0	\$0	\$0	\$0	\$0
Revenues	\$0	\$0	\$0	\$0	\$0
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	\$0	\$0	(\$200,000)	\$0	\$0
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$0	\$0	(\$200,000)	\$0	\$0

Description

The Fiscal Year 2020 budget included funding to pilot two “Green” alleys. The “Green” alley-paving program has the City paying 50% and residents paying 50% of all costs through the formation of Special Service Areas. These projects were deferred to 2022 due to COVID-19. Project details can be found in the Capital Improvement Plan.

SPECIAL SERVICE AREA (SSA) 6104

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
6104 - SSA 6104 REVENUES						
811000	PROPERTY TAX CURRENT	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Special Service Area 6104 Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
61043026 - ALLEY MAINTENANCE EXPENDITURES						
995201	ALLEY PAVING	\$ -	\$ -	\$ 200,000	\$ -	\$ -
949300	TRANSFER OUT	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Alley Maintenance Expenditures	\$ -	\$ -	\$ 200,000	\$ -	\$ -
	Special Service Area 6104 Surplus (Deficit)	\$ -	\$ -	\$ (200,000)	\$ -	\$ -

SPECIAL SERVICE AREA (SSA) 6105

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
6105 - SSA 6105 REVENUES						
811000	PROPERTY TAX CURRENT	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Special Service Area 6105 Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
61053026 - ALLEY MAINTENANCE EXPENDITURES						
995201	ALLEY PAVING	\$ -	\$ -	\$ 200,000	\$ -	\$ -
949300	TRANSFER OUT	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Alley Maintenance Expenditures	\$ -	\$ -	\$ 200,000	\$ -	\$ -
	Special Service Area 6105 Surplus (Deficit)	\$ -	\$ -	\$ (200,000)	\$ -	\$ -

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Enterprise Funds

Description

Enterprise Funds account for business type activities of governmental units. Enterprise Funds charge fees for goods or services to external users. Enterprise Funds use the full accrual basis of accounting and have equity accounts. Depreciation expense is recorded in Enterprise Funds, but the City excludes this non-cash expense from its budget.

ENTERPRISE FUNDS:

- Parking Fund
- Water Fund
- Sewer Fund

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Parking Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	(\$588,844)	(\$653,594)	(\$692,386)	(\$692,386)	(\$947,368)
Revenues	\$399,859	\$350,221	\$415,600	\$73,500	\$135,500
Transfers In	\$0	\$0	\$0	\$0	\$510,000
Expenditures	(\$499,430)	(\$378,153)	(\$381,435)	(\$328,482)	(\$447,000)
Balance Sheet Adj.	\$34,821	(\$10,860)	\$0	\$0	(\$6,880)
Ending Balance	(\$653,594)	(\$692,386)	(\$658,221)	(\$947,368)	(\$755,748)

Description

The Parking Fund is an Enterprise Fund used to account for the revenue and expenses associated with the maintenance of the City's surface and commuter lots. Revenue is generated from daily charges, lease agreements and parking meters.

Parking lot and meter maintenance along with revenue collection is conducted by the Public Works Department. Parking enforcement is conducted by the Police Department. The Finance Department administers sale of parking permits. Administrative Services manages lease agreements.

The Stub Year 2021 budget includes two capital projects. Details on the projects can be found in the Capital Improvement Plan (CIP).

- Engineering Design of a "Green" Library Lot. The funding source is a contribution from the Uptown TIF. Construction of the "green" lot is planned for 2022. The funding sources for the construction are a grant from the Metropolitan Water Reclamation District and a contribution from the Uptown TIF.
- Uptown Parking Court Resurfacing. The funding source is a contribution from the Uptown TIF.

Changes were made to parking regulations in recent years to optimize available parking for commuters, restaurants and retail. These changes, combined with significant changes in parking patterns due to the COVID-19 pandemic, have resulted in a deficit in the Parking Fund. In response to this deficit, personnel and personnel related costs were shifted to the General Fund. In addition, a contribution from the General Fund to the Parking Fund is budgeted to offset the deficit. Staff is researching options to make the Parking Fund self-sustaining. If this is not achieved the Parking Fund will be closed and all expenses will be moved to the General Fund.

PARKING FUND
REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
501 - PARKING REVENUES						
853000	PARKING METER FINES	\$ 130,108	\$ 92,647	\$ 120,000	\$ 15,000	\$ 15,000
853001	PARKING VIOLATION-ADJUDICATION	\$ 5,106	\$ 3,028	\$ 3,600	\$ 500	\$ 500
865000	PARKING METERS	\$ 112,627	\$ 51,981	\$ 60,000	\$ 7,500	\$ 20,000
865001	PARKING PAY STATIONS - DEE RD	\$ 59,809	\$ 61,800	\$ 78,400	\$ 3,500	\$ 30,000
865002	PARKING PAY STATIONS - UPTOWN	\$ 29,226	\$ 80,123	\$ 93,600	\$ 2,000	\$ 40,000
866000	UNMETERED PARKING	\$ 59,425	\$ 60,642	\$ 60,000	\$ 45,000	\$ 30,000
875500	CONTRIBUTIONS	\$ -	\$ -	\$ -	\$ -	\$ 510,000
877000	MISCELLANEOUS	\$ 3,558	\$ -	\$ -	\$ -	\$ -
Total Parking Revenues		\$ 399,859	\$ 350,221	\$ 415,600	\$ 73,500	\$ 645,500
5013027 - PARKING EXPENDITURES						
910000	REGULAR SALARIES	\$ 140,022	\$ 123,630	\$ 141,803	\$ 110,000	\$ -
921000	EMP BNFTS-PPO	\$ 19,115	\$ 16,462	\$ 14,683	\$ 14,683	\$ -
921001	EMP BNFTS-HMO	\$ 8,599	\$ 6,814	\$ 6,676	\$ 6,676	\$ -
921002	EMP BNFTS-LIFE	\$ 198	\$ 180	\$ 208	\$ 208	\$ -
921005	EMP BNFTS-DENTAL	\$ 1,783	\$ 1,497	\$ 1,507	\$ 1,507	\$ -
921009	EMP BNFTS-PROGRAMMING	\$ 138	\$ 104	\$ 104	\$ 104	\$ -
941701	CITATION FEES	\$ 13,731	\$ 5,506	\$ 9,500	\$ 750	\$ 1,500
942103	BLDG MAINT-DEE RD DEPOT	\$ -	\$ 20,259	\$ 19,000	\$ 12,000	\$ 10,000
945200	REAL PROPERTY RENTAL	\$ 11,908	\$ 11,908	\$ 12,750	\$ 5,000	\$ 7,500
947800	BANK SERVICE CHARGES	\$ 6,651	\$ 2,560	\$ 4,000	\$ 250	\$ 1,000
948500	GENERAL CONTRACTUAL SERV	\$ 52,604	\$ 44,897	\$ 55,500	\$ 62,000	\$ 50,000
948509	CONT SVCS -PROPERTY TAX	\$ 18,820	\$ 18,434	\$ 21,000	\$ 26,000	\$ 11,000
949100	PENSION PAYMENTS	\$ (3,532)	\$ 3,288	\$ -	\$ -	\$ -
949150	OPEB EXPENSE	\$ -	\$ 25,299	\$ -	\$ -	\$ -
949300	TRANSFER OUT	\$ 105,683	\$ 88,576	\$ 77,704	\$ 77,704	\$ -
952000	MATERIALS	\$ 50,544	\$ 3,798	\$ 10,000	\$ 6,600	\$ 3,000
955500	ELECTRICITY	\$ 3,805	\$ 4,936	\$ 7,000	\$ 5,000	\$ 3,000
998000	PARKING LOT CONSTRUCT	\$ 69,361	\$ -	\$ -	\$ -	\$ 360,000
999800	BAD DEBT EXPEND	\$ -	\$ 5	\$ -	\$ -	\$ -
Total Parking Expenditures		\$ 499,430	\$ 378,153	\$ 381,435	\$ 328,482	\$ 447,000
Parking Surplus (Deficit)		\$ (99,571)	\$ (27,931)	\$ 34,165	\$ (254,982)	\$ 198,500



Water Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$6,954,762	\$6,725,759	\$4,922,387	\$4,922,387	\$3,918,034
Revenues	\$10,272,771	\$10,089,794	\$11,310,000	\$10,593,000	\$7,338,800
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$10,743,613)	(\$10,723,132)	(\$12,609,583)	(\$11,597,353)	(\$8,511,732)
Balance Sheet Adj.	\$241,839	(\$1,170,034)	\$0	\$0	\$0
Ending Balance	\$6,725,759	\$4,922,387	\$3,622,804	\$3,918,034	\$2,745,102

Description

The Water Fund is an Enterprise Fund that accounts for the revenue and expenses associated with the transmission, treatment, storage and sale of water to the residential, commercial and industrial customers within the City. The City is a wholesale purchaser of water from the City of Chicago. The water rate has two components; the variable water rate accounts for the purchase of water from the City of Chicago and the transmission of the water to residents, the fixed rate covers operations and maintenance costs.

The Water Fund has debt associated with a 2004 bond issuance in the amount of \$11,860,000 for the construction of a new water reservoir and pump station. Outstanding debt on this bond issue was refunded in 2014 for present value savings of \$878,000. The last payment on the 2014A debt issuance is due December 2025. The outstanding principal amount at the beginning of SY21 is \$3,820,000.

The Finance Department is responsible for utility billing. Bills are generated bi-monthly for users.

The Public Works Department is responsible for design and permitting of the public water supply as well as the maintenance, distribution and treatment of water supplied to residents.

A significant investment in Advanced Metering Infrastructure began in FY20. The project is expected to be completed in early 2022. Details on the project can be found in the Capital Improvement Plan.

WATER FUND
REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
502 - WATER REVENUES						
860000	FIXED CHARGE	\$ 1,502,411	\$ 1,438,049	\$ 1,525,000	\$ 1,455,000	\$ 970,000
861000	WATER SALES	\$ 6,274,744	\$ 8,592,061	\$ 9,732,000	\$ 9,100,000	\$ 6,350,000
861001	CITY OF CHGO WATER SALES	\$ 2,446,578	\$ (6,394)	\$ -	\$ -	\$ -
862000	WATER METERS	\$ 17,660	\$ 16,481	\$ 18,000	\$ 23,000	\$ 10,000
872000	INTEREST ON INVESTMENTS	\$ 4,959	\$ 26,851	\$ 10,000	\$ 3,000	\$ 800
877000	MISCELLANEOUS	\$ 26,419	\$ 22,745	\$ 25,000	\$ 12,000	\$ 8,000
Total Water Revenues		\$ 10,272,771	\$ 10,089,794	\$ 11,310,000	\$ 10,593,000	\$ 7,338,800
5023051 - WATER ADMINISTRATION EXPENDITURES						
910000	REGULAR SALARIES	\$ 668,619	\$ 94,071	\$ 91,548	\$ 95,900	\$ 72,651
915200	OVERTIME	\$ 127,258	\$ 5,286	\$ 5,000	\$ 3,500	\$ 3,500
921000	EMP BNFTS-PPO	\$ 70,898	\$ 80,494	\$ 70,269	\$ 70,269	\$ 44,570
921001	EMP BNFTS-HMO	\$ 31,893	\$ 33,318	\$ 31,948	\$ 31,948	\$ 19,200
921002	EMP BNFTS-LIFE	\$ 733	\$ 882	\$ 995	\$ 995	\$ 457
921005	EMP BNFTS-DENTAL	\$ 6,612	\$ 7,322	\$ 7,214	\$ 7,214	\$ 3,200
921009	EMP BNFTS-PROGRAMMING	\$ 511	\$ 509	\$ 498	\$ 498	\$ 263
941700	DATA PROCESSING SERVICES	\$ 22,555	\$ 21,079	\$ 23,000	\$ 23,000	\$ 15,000
947200	POSTAL CHARGES	\$ 33,685	\$ 33,146	\$ 36,000	\$ 37,000	\$ 26,500
947800	BANK SERVICE CHARGES	\$ 16,028	\$ 23,253	\$ 32,000	\$ 43,000	\$ 28,000
947900	BANK TRUSTEE FEES	\$ -	\$ -	\$ -	\$ 750	\$ 750
949100	PENSION PAYMENTS	\$ (15,524)	\$ 35,074	\$ -	\$ -	\$ -
949150	OPEB EXPENSE	\$ 4,484	\$ 34,433	\$ 5,000	\$ -	\$ -
949300	TRANSFER OUT	\$ 1,923,337	\$ 1,315,636	\$ 2,180,664	\$ 1,361,288	\$ 1,004,328
981000	BOND INTEREST	\$ -	\$ 150,837	\$ -	\$ 130,875	\$ 77,567
990400	MOTOR EQUIPMENT	\$ 174,000	\$ -	\$ -	\$ -	\$ -
Total Water Administration Expenditures		\$ 3,065,089	\$ 1,835,340	\$ 2,484,136	\$ 1,806,237	\$ 1,295,986
5023052 - WATER SUPPLY & TREATMENT EXPENDITURES						
940300	WATER PURCHASES-CHICAGO	\$ 5,836,771	\$ 5,208,927	\$ 5,600,000	\$ 5,550,000	\$ 4,420,000
941400	TESTING	\$ 8,125	\$ 6,020	\$ 12,000	\$ 9,000	\$ 6,000
943700	TRAINING	\$ 275	\$ 160	\$ 2,000	\$ 2,000	\$ 1,400
947400	MEMBERSHIP DUES	\$ 1,915	\$ 3,846	\$ 4,000	\$ 3,959	\$ 4,200
948500	GENERAL CONTRACTUAL SERV	\$ 23,627	\$ 21,278	\$ 25,000	\$ 20,000	\$ 15,000
952000	MATERIALS	\$ 4,159	\$ 5,046	\$ 20,000	\$ 8,000	\$ 8,000
955000	NATURAL GAS	\$ 2,636	\$ 3,094	\$ 3,000	\$ 3,000	\$ 3,000
955500	ELECTRICITY	\$ 88,186	\$ 81,846	\$ 90,000	\$ 80,000	\$ 60,000
996300	BUILDINGS & BUILDING IMPROVEMENTS	\$ 34,415	\$ -	\$ -	\$ -	\$ -
Total Water Supply & Treatment Expenditures		\$ 6,000,108	\$ 5,330,217	\$ 5,756,000	\$ 5,675,959	\$ 4,517,600
5023054 - WATER MAIN SERVICES EXPENDITURES						
910000	REGULAR SALARIES	\$ -	\$ 566,377	\$ 576,188	\$ 590,000	\$ 386,346
915000	EXTRA HELP	\$ 13,879	\$ 20,017	\$ 9,398	\$ 9,398	\$ 13,500
915200	OVERTIME	\$ -	\$ 91,569	\$ 124,000	\$ 124,000	\$ 84,000
926000	UNIFORMS	\$ 7,599	\$ 8,910	\$ 9,000	\$ 9,000	\$ 6,000
941200	WATER SURVEYS	\$ 1,145	\$ 25,530	\$ 22,000	\$ 19,000	\$ 30,000
948500	GENERAL CONTRACTUAL SERV	\$ 31,627	\$ 6,211	\$ 25,000	\$ 25,000	\$ 16,000
952000	MATERIALS	\$ 154,432	\$ 195,190	\$ 235,000	\$ 235,000	\$ 155,000
993000	WATER MAIN INFRASTRUCTURE	\$ 1,427,784	\$ 1,581,312	\$ 826,759	\$ 826,759	\$ 1,000,000
Total Water Main Services Expenditures		\$ 1,636,466	\$ 2,495,116	\$ 1,827,345	\$ 1,838,157	\$ 1,690,846
5023055 - WATER METER SERVICES EXPENDITURES						
940100	TELECOMMUNICATIONS	\$ -	\$ 1,524	\$ 7,500	\$ 3,500	\$ 2,700
948500	GENERAL CONTRACTUAL SERV	\$ 2,077	\$ 3,621	\$ 5,000	\$ 2,000	\$ 40,000
955500	ELECTRICITY	\$ -	\$ 1,065	\$ 3,000	\$ 3,500	\$ 2,600
956000	METERS	\$ 39,873	\$ 28,965	\$ 26,603	\$ 18,000	\$ 12,000
993100	ADVANCED METERING INFRASTRUCT	\$ -	\$ 1,027,284	\$ 2,500,000	\$ 2,250,000	\$ 950,000
Total Water Meter Services Expenditures		\$ 41,949	\$ 1,062,458	\$ 2,542,103	\$ 2,277,000	\$ 1,007,300
Total Water Expenditures		\$ 10,743,613	\$ 10,723,132	\$ 12,609,583	\$ 11,597,353	\$ 8,511,732
Water Surplus (Deficit)		\$ (470,841)	\$ (633,338)	\$ (1,299,583)	\$ (1,004,353)	\$ (1,172,932)

Water Fund - Salary Detail

Job title	Home Department/Code	Current Wage	Weekly Hours
Senior Fiscal Technician	303051 - Water Administration	\$ 34,222	37.5
Utility Billing Specialist	303051 - Water Administration	\$ 35,955	37.5
Public Works Supervisor (2)	303054 - Water Main Services	\$ 120,211	75
Pump Station Operator	303054 - Water Main Services	\$ 41,888	37.5

\$ 232,275

Merit Pool/Union Contracts/Adjustments \$ 5,717

\$ 237,992

Salaries Allocated From/(To) Other Funds

Public Works - General Fund \$ 250,885

Sewer \$ (29,880)

Water Fund - Total \$ 458,997

Salaries by Department

303051 - Water Administration \$ 72,651

303054 - Water Main Services \$ 386,346

\$ 458,997

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Sewer Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$3,967,458	\$3,485,883	\$3,579,140	\$3,579,140	\$2,937,712
Revenues	\$2,005,134	\$1,902,696	\$2,192,000	\$1,977,000	\$2,320,400
Transfers In	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$1,633,810)	(\$1,339,582)	(\$3,432,480)	(\$2,618,428)	(\$3,771,454)
Balance Sheet Adj.	(\$852,899)	(\$469,857)	\$0	\$0	\$0
Ending Balance	\$3,485,883	\$3,579,140	\$2,338,660	\$2,937,712	\$1,486,658

Description

The Sewer Fund is an Enterprise Fund that was established by the City in 2010 to account for revenue and expenses associated with the maintenance of the City's sanitary sewer mains and connections to the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) interceptors, including the inspection, cleaning and maintenance of catch basins, drains, lift stations and manholes. Prior to the Sewer Fund being established, sewer costs were accounting for in the General Fund.

The Sewer Fund has debt associated with a 2012A bond issuance in the amount of \$5,415,000 for capital improvements to the City's sewer system as part of a larger capital improvement plan. The last payment on this debt issuance is due December 2028, and the outstanding principal amount at the beginning of SY21 is \$3,180,000.

A stormwater utility study was conducted in fiscal year 2018 to update the 2012 plan. The SY21 proposed budget includes \$2.2 million dollars for the construction of an underground detention vault under Marvin Parkway boulevard and associated utility relocation and restoration. Additional details on this project can be found in the Capital Improvement Plan. Other results from this study continue to be discussed and will be implemented as decisions are made and projects are identified.

SEWER FUND
REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
503 - SEWER REVENUES						
817200	SEWER CHARGE	\$ 1,559,782	\$ 1,581,242	\$ 1,880,000	\$ 1,665,000	\$ 1,180,000
833100	GRANT - MWRD	\$ -	\$ -	\$ -	\$ -	\$ 950,000
860000	FIXED CHARGE	\$ 269,367	\$ 267,731	\$ 282,000	\$ 270,000	\$ 180,000
872000	INTEREST ON INVESTMENTS	\$ 3,487	\$ 15,015	\$ 5,000	\$ 2,000	\$ 400
877040	IN LIEU OF DETENTION	\$ 172,498	\$ 38,708	\$ 25,000	\$ 40,000	\$ 10,000
Total Sewer Revenues		\$ 2,005,134	\$ 1,902,696	\$ 2,192,000	\$ 1,977,000	\$ 2,320,400
5033031 - SEWER EXPENDITURES						
910000	REGULAR SALARIES	\$ 327,019	\$ 334,854	\$ 339,373	\$ 340,000	\$ 252,736
915000	EXTRA HELP	\$ 18,544	\$ 17,255	\$ 18,000	\$ 11,625	\$ 9,000
915200	OVERTIME	\$ 26,427	\$ 33,526	\$ 40,000	\$ 40,000	\$ 26,000
921000	EMP BNFTS-PPO	\$ 34,378	\$ 39,702	\$ 35,659	\$ 35,659	\$ 24,540
921001	EMP BNFTS-HMO	\$ 15,464	\$ 16,433	\$ 16,212	\$ 16,212	\$ 10,572
921002	EMP BNFTS-LIFE	\$ 355	\$ 435	\$ 505	\$ 505	\$ 252
921005	EMP BNFTS-DENTAL	\$ 3,206	\$ 3,611	\$ 3,661	\$ 3,661	\$ 1,762
921009	EMP BNFTS-PROGRAMMING	\$ 248	\$ 251	\$ 252	\$ 252	\$ 145
926000	UNIFORMS	\$ 3,093	\$ 3,000	\$ 4,000	\$ 4,000	\$ 2,600
947900	BANK TRUSTEE FEES	\$ -	\$ -	\$ -	\$ 500	\$ -
948500	GENERAL CONTRACTUAL SERV	\$ 215,745	\$ 235,556	\$ 507,405	\$ 350,000	\$ 165,000
948502	SWR CLEAN & TV	\$ 8,750	\$ -	\$ 10,000	\$ 8,000	\$ 6,600
949100	PENSION PAYMENTS	\$ (13,116)	\$ 5,945	\$ 5,000	\$ 5,000	\$ 5,000
949150	OPEB EXPENSE	\$ 13,451	\$ (422,804)	\$ 10,000	\$ 10,000	\$ 5,000
949300	TRANSFER OUT	\$ 745,142	\$ 322,553	\$ 760,327	\$ 309,577	\$ 294,547
952000	MATERIALS	\$ 68,389	\$ 72,774	\$ 110,000	\$ 110,000	\$ 72,000
955500	ELECTRICITY	\$ 43,480	\$ 25,413	\$ 50,000	\$ 50,000	\$ 33,000
981000	BOND INTEREST	\$ -	\$ 111,613	\$ -	\$ 101,437	\$ 62,700
990400	MOTOR EQUIPMENT	\$ 74,000	\$ -	\$ -	\$ -	\$ -
994013	SEWER IMPROVEMENT PROJECT	\$ -	\$ -	\$ 300,000	\$ -	\$ 2,200,000
994014	SEWER LINING IMPROVEMENTS	\$ 49,236	\$ 539,466	\$ 1,222,086	\$ 1,222,000	\$ 600,000
Total Sewer Expenditures		\$ 1,633,810	\$ 1,339,582	\$ 3,432,480	\$ 2,618,428	\$ 3,771,454
Sewer Surplus (Deficit)						
		\$ 371,325	\$ 563,113	\$ (1,240,480)	\$ (641,428)	\$ (1,451,054)

Sewer Fund - Salary Detail

Job title	Home Department/Code	Current Wage	Weekly Hours
Maintenance Worker (2)	303031 - Sewer	\$ 96,651	75
		\$ 96,651	
	Merit Pool/Union Contracts/Adjustments	\$ 5,779	
		\$ 102,431	
Salaries Allocated from Other Funds			
	Public Works - General Fund	\$ 120,425	
	Water	\$ 29,880	
	Sewer Fund - Total	\$ 252,736	

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Internal Service Funds

Description

Internal Service Funds account for business type activities of governmental units. Internal Service Funds charge fees for goods or services to governmental departments, agency component units or other governmental units. Internal Service Funds use the full accrual basis of accounting and have equity accounts. Depreciation expense is recorded in Enterprise Funds, but the City excludes this non-cash expense from its budget.

Long term forecasts are prepared annually to estimate the funding needs of each area. The annual contribution from Governmental Funds is then smoothed out over a series of years to achieve a predictable and stable cash flow and property tax levy.

INTERNAL SERVICE FUNDS:

- Capital Improvements and Equipment Fund
- Motor Equipment Replacement Fund
- Technology Replacement Fund
- Employee Benefit Fund

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Capital Improvements & Equipment Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$0	\$0	\$0	\$0	\$0
Revenues	\$0	\$0	\$0	\$0	\$0
Transfers In	\$0	\$0	\$1,590,707	\$1,216,501	\$695,000
Expenditures	\$0	\$0	(\$1,590,707)	(\$1,216,501)	(\$695,000)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$0	\$0	\$0	\$0	\$0

Description

The Capital Improvements & Equipment Fund was established in Fiscal Year 2021 to account for the expenditure of revenues dedicated for the improvement of the City's non enterprise fund building, equipment and infrastructure. The budgeted expenditures are capital projects that have been approved in the 5-year Capital Improvement Plan (CIP). The plan is updated annually and approved by the City Council.

Funding for projects comes from the General Fund. The Fire Department recently completed a building needs assessment. Funding is included in the SY21 budget for a building needs assessment for City Hall. From these plans, and input from all departments, a long term capital and infrastructure plan will be created. The plan will project long term costs which will be used to create a predictable and stable funding schedule for future capital projects.

Details on budgeted projects can be found in the Capital Improvement Plan section of this document.

CAPITAL IMPROVEMENTS AND EQUIPMENT FUND (CIEF)

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
550 - CAPITAL IMPROVEMENTS AND EQUIPMENT REVENUES						
881100	TRANSFERS IN	\$ -	\$ -	\$ 1,590,707	\$ 1,216,501	\$ 695,000
	Total Capital and Equipment Revenues	\$ -	\$ -	\$ 1,590,707	\$ 1,216,501	\$ 695,000
5501021 - CITY ADMINISTRATION EXPENDITURES						
949500	CONTINGENCY	\$ -	\$ -	\$ 655,000	\$ 335,000	\$ 340,000
996300	BUILDINGS & BUILDING IMPROVEMENTS	\$ -	\$ -	\$ 172,435	\$ 172,435	\$ 30,000
	Total City Administration Expenditures	\$ -	\$ -	\$ 827,435	\$ 507,435	\$ 370,000
5502023 - EMERGENCY RESPONSE EXPENDITURES						
990100	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ 416,999	\$ 391,134	\$ 60,000
	Total Emergency Response Expenditures	\$ -	\$ -	\$ 416,999	\$ 391,134	\$ 60,000
5503025 - SIDEWALK MAINTENANCE EXPENDITURES						
995400	SIDEWALK REPAIRS	\$ -	\$ -	\$ 175,000	\$ 145,854	\$ 175,000
	Total Sidewalk Maintenance Expenditures	\$ -	\$ -	\$ 175,000	\$ 145,854	\$ 175,000
5503026 - ALLEY MAINTENANCE EXPENDITURES						
995200	ALLEY RESTORATION	\$ -	\$ -	\$ 75,000	\$ 78,826	\$ 90,000
995201	ALLEY PAVING	\$ -	\$ -	\$ 47,385	\$ 47,385	\$ -
	Total Alley Maintenance Expenditures	\$ -	\$ -	\$ 122,385	\$ 126,211	\$ 90,000
5503062 - CITY BUILDING MAINTENANCE EXPENDITURES						
996300	BUILDINGS & BUILDING IMPROVEMENTS	\$ -	\$ -	\$ 48,888	\$ 45,867	\$ -
	Total City Building Maintenance Expenditures	\$ -	\$ -	\$ 48,888	\$ 45,867	\$ -
	Total Capital and Equipment Expenditures	\$ -	\$ -	\$ 1,590,707	\$ 1,216,501	\$ 695,000
	Capital and Equipment Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -



Motor Equipment Replacement Fund-MERF

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$2,750,698	\$3,115,019	\$3,945,607	\$3,945,607	\$2,419,954
Revenues	\$83,853	\$72,205	\$0	\$46,450	\$400
Transfers In	\$1,455,242	\$1,150,000	\$422,494	\$422,700	\$500,000
Expenditures	(\$1,174,774)	(\$391,618)	(\$2,125,610)	(\$1,994,803)	(\$503,000)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$3,115,019	\$3,945,607	\$2,242,491	\$2,419,954	\$2,417,354

Description

The Motor Equipment Replacement Fund (MERF) is an Internal Service Fund used to account for the replacement of the City's fleet. The budgeted expenses are capital projects that have been approved in the 5-year Capital Improvement Plan (CIP). The plan is updated annually and approved by the City Council.

The fund receives an annual subsidy (Interfund transfer) from the General Fund, Water Fund and Sewer Fund. A detailed inventory and replacement schedule of the entire fleet is maintained. All motor equipment is projected to have a specific life span and replacement cost. Future replacement costs are assumed to have a 2% annual increase in cost from current costs.

Annually, the life span is reviewed by City staff and adjusted accordingly based on the current condition of the fleet.

Additionally, department requests for new motor equipment are reviewed and analyzed based on the City's strategic plan.

Fund Balance and contributions are projected for no less than ten years to ensure adequate cash flow and funding for the City's fleet, and to provide a predictable and stable funding level for contributing funds.

Details on budgeted projects can be found in the Capital Improvement section of this document.

MOTOR EQUIPMENT REPLACEMENT FUND (MERF)

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
551 - MERF REVENUES						
872000	INTEREST ON INVESTMENTS	\$ 2,959	\$ 17,548	\$ -	\$ 2,300	\$ 400
877011	GAIN/LOSS ON FIXED ASSETS	\$ 80,894	\$ 54,658	\$ -	\$ 44,150	\$ -
881100	TRANSFERS IN	\$ 1,455,242	\$ 1,150,000	\$ 422,494	\$ 422,700	\$ 500,000
	Total MERF Revenues	\$ 1,539,095	\$ 1,222,206	\$ 422,494	\$ 469,150	\$ 500,400
5511021 - CITY ADMINISTRATION EXPENDITURES						
949500	CONTINGENCY	\$ -	\$ -	\$ 129,000	\$ -	\$ -
	Total City Administration Expenditures	\$ -	\$ -	\$ 129,000	\$ -	\$ -
5516020 - VEHICLE MAINTENANCE EXPENDITURES						
990400	MOTOR EQUIPMENT	\$ 1,174,774	\$ 391,618	\$ 1,996,610	\$ 1,994,803	\$ 503,000
	Total Vehicle Maintenance Expenditures	\$ 1,174,774	\$ 391,618	\$ 1,996,610	\$ 1,994,803	\$ 503,000
	Total MERF Expenditures	\$ 1,174,774	\$ 391,618	\$ 2,125,610	\$ 1,994,803	\$ 503,000
	MERF Surplus (Deficit)	\$ 364,322	\$ 830,588	\$ (1,703,116)	\$ (1,525,653)	\$ (2,600)



Information Technology (IT) Replacement Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$801,400	\$818,928	\$979,376	\$979,376	\$785,705
Revenues	\$611	\$1,880	\$0	\$300	\$200
Transfers In	\$397,601	\$350,000	\$135,000	\$50,000	\$0
Expenditures	(\$380,684)	(\$191,432)	(\$252,773)	(\$243,971)	(\$110,826)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$818,928	\$979,376	\$861,603	\$785,705	\$675,079

Description

The Information Technology Maintenance and Replacement Fund is an Internal Service Fund used for maintaining and upgrading the City's computer and copier network (equipment and software). The budgeted expenses are capital projects that have been approved in the 5-year Capital Improvement Plan (CIP). The plan is updated annually and approved by the City Council.

The fund receives an annual subsidy (Interfund transfers) from the General Fund, Water Fund and Sewer Fund. A detailed inventory and replacement schedule is maintained. Personal computers, copiers, servers and network software are projected to have a specific life span, and are replaced and/or upgraded systematically each year.

Annually, the life span is reviewed and adjusted by City staff and adjusted accordingly.

Additionally, department requests for new computers, copiers or computer upgrades are reviewed and approved based on the information technology master plan.

Fund Balance and contributions are projected for no less than five years to ensure adequate cash flow and funding for the City's computer and copier network, and to provide a predictable and stable funding level for contributing funds.

Details on budgeted projects can be found in the Capital Improvement section of this document.

INFORMATION TECHNOLOGY REPLACEMENT FUND (ITRF)

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
552 - TECH REPLACEMENT REVENUES						
872000	INTEREST ON INVESTMENTS	\$ 611	\$ 1,880	\$ -	\$ 300	\$ 200
881100	TRANSFERS IN	\$ 397,601	\$ 350,000	\$ 135,000	\$ 50,000	\$ -
	Total Tech Replacement Revenues	\$ 398,212	\$ 351,880	\$ 135,000	\$ 50,300	\$ 200
5521021 - CITY ADMINISTRATION EXPENDITURES						
949500	CONTINGENCY	\$ -	\$ -	\$ 15,000	\$ -	\$ -
	Total City Administration Expenditures	\$ -	\$ -	\$ 15,000	\$ -	\$ -
5521025 - INFORMATION TECHNOLOGY EXPENDITURES						
990800	COMPUTER EQUIPMENT	\$ 380,684	\$ 191,432	\$ 237,773	\$ 243,971	\$ 110,826
	Total Information Technology Expenditures	\$ 380,684	\$ 191,432	\$ 237,773	\$ 243,971	\$ 110,826
	Total Tech Replacement Expenditures	\$ 380,684	\$ 191,432	\$ 252,773	\$ 243,971	\$ 110,826
	Tech Replacement Surplus (Deficit)	\$ 17,528	\$ 160,448	\$ (117,773)	\$ (193,671)	\$ (110,626)



Employee Benefits Fund

	2019 Actual	2020 Actual	2021 Budget	2021 Forecast	SY21 Proposed
Beginning Balance	\$665,459	\$990,727	\$1,736,920	\$1,736,920	\$1,919,334
Revenues	\$7,295	\$27,649	\$0	\$35,002	\$0
Transfers In	\$4,142,224	\$4,587,638	\$4,375,400	\$4,400,462	\$2,700,000
Expenditures	(\$3,824,251)	(\$3,869,094)	(\$4,375,000)	(\$4,253,050)	(\$2,975,000)
Balance Sheet Adj.	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$990,727	\$1,736,920	\$1,737,320	\$1,919,334	\$1,644,334

Description

The Employee Benefits Fund is an Internal Service Fund created in 2015 to account for Citywide costs of providing health, dental, wellness and other related benefits to City and Library employees as well as retirees.

The fund receives an annual subsidy (Interfund transfers) from the General Fund, Municipal Waste Fund, Water Fund, Sewer Fund and Library. Contributions are allocated to funds based on budgeted wages in the fund. Fund balance is maintained to ensure adequate funding in the event of unexpected census changes, adverse claims experience, and to provide a predictable and stable funding schedule.

The City offers medical insurance, dental insurance, optical insurance, term life insurance, voluntary life insurance, flexible spending plans, an employee assistance program and a wellness program. Employees (and their qualified spouses and dependents) pay 13% of their monthly medical and dental insurance premiums and 100% of vision and optional life insurance premiums. All participating retirees pay 100% of their respective premiums.

Since 2015 the City has been a member of the Intergovernmental Personnel Benefit Cooperative (IPBC), a municipal pool consisting of over 130 local governments. Through IPBC the City retains the third-party administrative services of Blue Cross/Blue Shield of Illinois (BBCBSIL) to provide PPO and HMO programs. In the IPBC, the City maintains its independence in terms of plan design and benefit levels, but pools claims experience for claims from \$30,000 to \$125,000.

The plan year for health and dental plans is 7/1 – 6/30.

Premium History – for the plan year beginning 7/1 of the year listed

Insurance Plans	2017	2018	2019	2020	2021 <i>Budget</i>
PPO I	13.0%	(1.9)%	3.5%	0.6%	0.0%
PPO II	13.0%	(1.9)%	3.5%	n/a	n/a
HMO	3.0%	2.0%	4.4%	4.6%	6.0%
Dental	0.0%	4.5%	0.0%	(11.1)%	0.0%
Vision	0.0%	0.0%	0.0%	0.0%	0.0%

Summary Highlights

- FY21 revenue is forecast to be 1.4%, \$60,064, greater than budget.
- FY21 expenses are forecast to be 2.8%, \$121,950, less than budget. This is due to variances in the actual census from the budgeted census.
- SY21 employer contributions are subsidized with fund balance.
- SY21 PPO rates are budgeted with no increase based on claims experience and early renewal information from IPBC.
- SY21 HMO rates are budgeted with a 6.0% increase based on claims experience and early renewal information from IPBC.
- SY21 Dental rates are budgeted with a 0.0% increased based on early renewal information from Delta Dental.
- Programming costs include funding for annual flu shots and other wellness initiatives.

**EMPLOYEE BENEFITS FUND
REVENUES & EXPENDITURES**

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
554 - EMPLOYEE BENEFITS REVENUES						
872000	INTEREST ON INVESTMENTS	\$ 248	\$ 897	\$ -	\$ 2	\$ -
876000	EMPLOYEE CONTRIBUTIONS	\$ 476,922	\$ 500,069	\$ 512,995	\$ 562,000	\$ 375,000
876001	EMPLOYER CONTRIBUTIONS	\$ 3,305,421	\$ 3,671,631	\$ 3,409,673	\$ 3,408,462	\$ 2,000,000
876002	RETIREE CONTRIBUTIONS	\$ 359,880	\$ 415,938	\$ 452,732	\$ 430,000	\$ 325,000
876003	COBRA PREMIUMS	\$ 3,547	\$ 22,852	\$ -	\$ 35,000	\$ -
877000	MISCELLANEOUS	\$ 3,500	\$ 3,900	\$ -	\$ -	\$ -
Total Employee Benefits Revenues		\$ 4,149,519	\$ 4,615,287	\$ 4,375,400	\$ 4,435,464	\$ 2,700,000
5541024 - EMPLOYEE BENEFITS EXPENDITURES						
921000	EMP BNFTS-PPO	\$ 2,666,982	\$ 2,677,507	\$ 2,810,000	\$ 2,800,000	\$ 1,950,000
921001	EMP BNFTS-HMO	\$ 1,138,483	\$ 1,179,762	\$ 1,250,000	\$ 1,190,000	\$ 840,000
921002	EMP BNFTS-LIFE	\$ 22,675	\$ 25,971	\$ 30,000	\$ 27,500	\$ 20,000
921005	EMP BNFTS-DENTAL	\$ 224,394	\$ 220,049	\$ 250,000	\$ 207,000	\$ 140,000
921006	EMP BNFTS-FLEX	\$ 4,430	\$ 4,310	\$ 5,000	\$ 4,300	\$ 3,500
921007	EMP BNFTS-VISION	\$ 16,724	\$ 17,138	\$ 20,000	\$ 19,250	\$ 13,500
921008	IPBC BENEFIT FUND	\$ (255,921)	\$ (262,619)	\$ -	\$ -	\$ -
921009	EMP BNFTS-PROGRAMMING	\$ 6,484	\$ 6,975	\$ 10,000	\$ 5,000	\$ 8,000
Total Employee Benefits Expenditures		\$ 3,824,250	\$ 3,869,094	\$ 4,375,000	\$ 4,253,050	\$ 2,975,000
Employee Benefits Surplus (Deficit)		\$ 325,269	\$ 746,193	\$ 400	\$ 182,414	\$ (275,000)

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Discretely Presented Component Unit

Description

Discretely presented component units are separate legal entities that meet the component unit criteria but do not meet the blending criteria.

The Park Ridge Public Library has a separately appointed board which annually determines its budget and resulting tax levy. The City lends its home-rule authority to the Library to allow the Library to increase its tax levy beyond the amount limited by law. Upon approval of the City, the Library levy is submitted to Cook County.

The Library carries no debt. The Library may not issue bonded debt without the City's approval and the debt would be issued by the City.

The City owns the land and building the Library operates in and serves as a landlord. As such, the Library is required to get City approval for Capital Improvement Projects for the building.

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Library Mission

We are the Park Ridge Public Library. We are a trusted and valued community partner that engages and strengthens its community by fostering personal growth in learning by providing opportunities to connect, inform, innovate and grow.

Library Vision

The Park Ridge Public Library facilitates the goals and aspirations of the individual and our community. Our Library creates the intersection of engagement, information, tradition and innovation.

Library Values - Strategic Plan 2021-2025

- **Access** – All information resources that are provided directly or indirectly by the library, regardless of technology, format or methods of delivery, should be readily, equally, and equitably accessible to all community members and library card holders.
- **Education and Lifelong Learning** – PRPL promotes the creation, maintenance, and enhancement of a learning society, providing a repository of information so the community and individuals can pursue education or information desires/interests.
- **Expertise** – We are relentless in our efforts to better understand our community, collections and patrons – listening and being responsive to them.
- **Innovation** – Our library is not static. We are always learning and constantly exploring new ways of doing things better and doing better things.
- **Intellectual Freedom** – We uphold the principles of intellectual freedom and resist all efforts to censor library resources.
- **Service** – We provide the highest level of service to all library users – community members, organizations, government and businesses.
- **Trusted Source** – The library serves as an ethical and neutral publicly-sourced asset that belongs to everyone.

Park Ridge is a Library Town: FY 2020 Library Use

- | | |
|--|-------------------------------|
| • 763,322 items borrowed | • 49,842 reference questions |
| • 285,131 visits | • 829,569 Wi-Fi sessions |
| • 217,326 virtual visits to www.parkridgelibrary.org | • 21,126 computer sessions |
| • 167,435 electronic content uses | • 12,674 outreach connections |
| | • 15,154 program attendees |

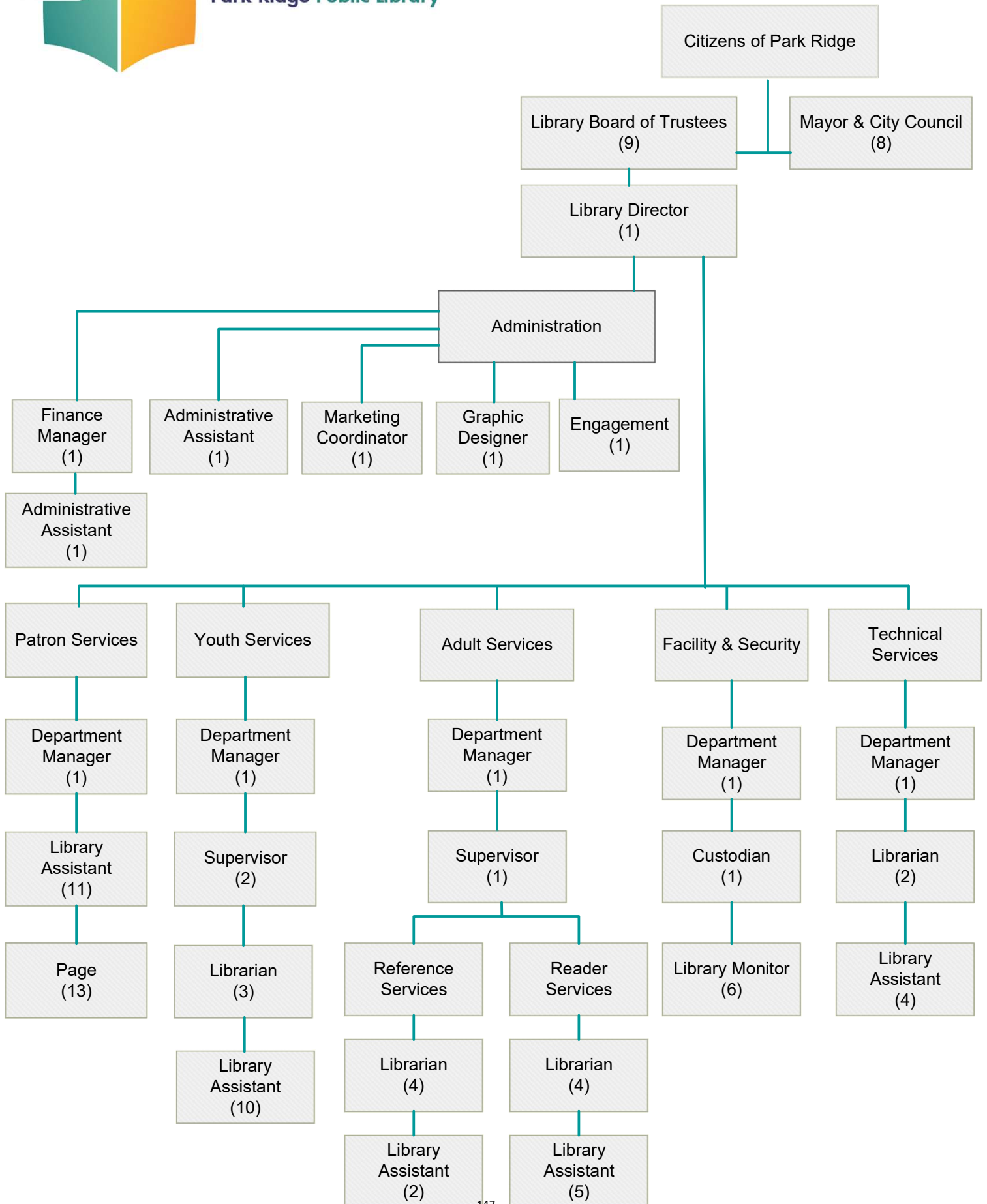
Last year, the Library provided Park Ridge an estimated \$11 million of value. A household that borrows 9 books and movies a month rather than purchasing them saves about \$150; that's over \$1,800 a year. Visit www.parkridgelibrary.org/about/library-value-calculate for more information.

SY 2021 Operating Budget Goals:

- Enact salary changes based on FY20 staff audit including market pay study, changes to minimum wage and relief of minimum wage compression as appropriate exclusive of annual merit increases.
- Address needs identified in post-renovation assessment including furniture, furnishings, equipment, signage and storage. Gift and grant funds will support these enhancements.



Park Ridge Public Library



LIBRARY FUND
REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
201 - LIBRARY REVENUES						
811000	PROPERTY TAX - CURRENT	\$ 5,995,750	\$ 2,492,506	\$ 4,127,470	\$ 4,171,970	\$ 1,735,464
812000	PROPERTY TAX - PRIOR	\$ 24,053	\$ 24,567	\$ -	\$ -	\$ -
831500	PERSONAL PROPERTY REPLACE TAX	\$ 67,160	\$ 72,708	\$ 38,343	\$ 38,343	\$ 31,671
833000	STATE GRANTS	\$ 46,850	\$ 46,850	\$ 46,850	\$ 46,850	\$ 46,850
854000	LIBRARY OTHER	\$ 45,251	\$ 35,218	\$ 45,000	\$ 15,000	\$ 15,000
854001	LIBRARY MAKERSPACE REV	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,000
872000	INTEREST ON INVESTMENTS	\$ 12,322	\$ 18,931	\$ 10,000	\$ 5,000	\$ 3,333
875500	CONTRIBUTIONS	\$ -	\$ -	\$ 11,350	\$ 13,850	\$ 9,515
877000	MISCELLANEOUS	\$ 66,623	\$ 76,251	\$ 40,000	\$ 40,000	\$ 25,000
877007	PROMOTIONAL ITEMS	\$ 378	\$ 337	\$ 1,500	\$ 1,500	\$ 1,000
877500	COLLECTION AGENCY-MISC	\$ (1,313)	\$ -	\$ 1,500	\$ 1,500	\$ 1,000
881100	TRANSFERS IN	\$ -	\$ -	\$ 156,716	\$ 156,716	\$ -
Total Library Revenues		\$ 6,257,072	\$ 2,767,368	\$ 4,480,229	\$ 4,492,229	\$ 1,869,833
2015011 - LIBRARY ADMINISTRATION EXPENDITURES						
910000	REGULAR SALARIES	\$ 327,537	\$ 342,959	\$ 305,150	\$ 324,441	\$ 263,538
910010	SAL/LIBRARIANS	\$ 5,748	\$ -	\$ -	\$ -	\$ -
921000	EMP BNFTS-PPO	\$ 256,426	\$ 257,140	\$ 209,759	\$ 209,759	\$ 100,435
921001	EMP BNFTS-HMO	\$ 115,350	\$ 106,435	\$ 95,367	\$ 95,367	\$ 42,868
921002	EMP BNFTS-LIFE	\$ 2,650	\$ 2,819	\$ 2,970	\$ 2,970	\$ 980
921004	UNEMPLOYMENT	\$ -	\$ 11,533	\$ 7,000	\$ 1,000	\$ 1,000
921005	EMP BNFTS-DENTAL	\$ 23,914	\$ 23,390	\$ 21,535	\$ 21,535	\$ 6,859
921009	EMP BNFTS-PROGRAMMING	\$ 1,849	\$ 1,626	\$ 1,485	\$ 1,485	\$ 563
931700	LIB DATA PROC SV	\$ 167,520	\$ 156,460	\$ 165,000	\$ 156,750	\$ 112,200
932400	LIB MEMBER DUES	\$ 3,792	\$ 4,809	\$ 6,000	\$ 3,300	\$ 3,333
933100	LIB RECRUIT & TESTING	\$ 1,964	\$ 1,292	\$ 2,500	\$ 1,375	\$ 2,000
933800	CONFERENCES & TRAINING	\$ 16,327	\$ 29,134	\$ 25,000	\$ 13,750	\$ 10,000
935100	EQPT RNTL-MAINTENANCE	\$ 7,921	\$ 5,553	\$ 22,500	\$ 6,075	\$ 5,667
935101	EQPT RNTL-LEASE PAYMENTS	\$ -	\$ -	\$ -	\$ -	\$ 20,000
935102	EQPT RNTL-POSTAGE MACHINE	\$ 1,765	\$ 1,777	\$ 2,000	\$ 2,000	\$ 1,332
935900	LIB CONSULT SERV	\$ -	\$ 19,485	\$ 65,000	\$ 25,000	\$ 15,000
936000	PUBLIC RELATIONS	\$ 6,231	\$ 16,695	\$ 30,500	\$ 29,890	\$ 30,500
936001	PUBLIC RELATIONS NEWSLETTER	\$ 9,070	\$ 16,229	\$ 16,000	\$ 15,680	\$ 12,000
937800	LIB BNK SERV CHG	\$ 1,175	\$ 3,005	\$ 3,500	\$ 2,520	\$ 2,333
937900	LIB INSURANCE	\$ 6,329	\$ 6,328	\$ 7,500	\$ 7,090	\$ 7,500
938501	GNL CNTRL SVC/TELEPHONE	\$ 12,178	\$ 9,706	\$ 12,500	\$ 9,000	\$ 8,333
938502	GNL CNTRL SVC/POSTAGE	\$ 6,380	\$ 8,728	\$ 14,500	\$ 10,440	\$ 9,667
938503	GNL CNTRL SVC-INTERNET	\$ 10,335	\$ 9,680	\$ 12,500	\$ 9,000	\$ 8,333
938504	GNL CNTRL SVC/PRINTING	\$ 5,398	\$ 5,994	\$ 11,500	\$ 8,280	\$ 6,000
938506	GNL CNTRL SVC/PROGRAM	\$ -	\$ -	\$ -	\$ -	\$ 22,000
941600	AUDIT FEES	\$ -	\$ -	\$ 8,200	\$ 8,200	\$ 8,200
942500	GENERAL COUNSEL	\$ 6,156	\$ 20,001	\$ 25,000	\$ 20,000	\$ 16,667
951001	OFF SPLS--PHOTOCOPY	\$ 4,706	\$ 3,614	\$ 7,500	\$ 4,200	\$ 3,333
951002	OFF SPLS--OTHER SUPPLIES	\$ 2,743	\$ 6,421	\$ 5,800	\$ 3,248	\$ 3,867
951003	OFF SPLS FURNISHINGS	\$ 2,181	\$ 49,659	\$ 127,000	\$ 71,120	\$ 38,650
951100	LIBRARY SUPPLIES	\$ 1,109	\$ 1,319	\$ 2,500	\$ 1,400	\$ 1,667
951103	STAFF APPRECIATION	\$ -	\$ -	\$ 1,650	\$ 1,650	\$ 1,100
952000	MATERIALS	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 12,000
990800	COMPUTER EQUIPMENT	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ 10,000
Total Library Administration Expenditures		\$ 1,006,753	\$ 1,121,791	\$ 1,317,416	\$ 1,166,525	\$ 787,925

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
2015012 - LIBRARY MAINTENANCE EXPENDITURES						
910000	REGULAR SALARIES	\$ 135,123	\$ 138,134	\$ 176,883	\$ 166,270	\$ 117,615
932103	BLDG MNT CNTR-GENL MAINT	\$ 102,923	\$ 50,825	\$ 101,000	\$ 75,750	\$ 67,333
932104	BLDG MNT CNTR-ELEV MAINT	\$ 4,872	\$ 2,055	\$ 6,500	\$ 4,095	\$ 4,333
932105	BLDG MNT CNTR-HVAC EQUIP	\$ 14,711	\$ 18,853	\$ 30,500	\$ 19,215	\$ 20,333
952100	BUILDING SUPPLIES	\$ 12,228	\$ 12,926	\$ 19,500	\$ 12,285	\$ 13,000
955000	NATURAL GAS	\$ 12,911	\$ 7,021	\$ 15,000	\$ 15,000	\$ 10,000
990100	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ 30,000	\$ 28,832	\$ -
996300	BUILDINGS & BUILDING IMPROVEMENTS	\$ 2,219,149	\$ 262,303	\$ 1,182,877	\$ 895,583	\$ -
Total Library Maintenance Expenditures		\$ 2,501,916	\$ 492,117	\$ 1,562,260	\$ 1,217,030	\$ 232,614
2015013 - LIBRARY TECHNICAL SERVICES EXPENDITURES						
910000	REGULAR SALARIES	\$ 217,322	\$ 291,453	\$ 293,025	\$ 275,444	\$ 197,077
931702	DATA PROCESSING/OCLC	\$ 11,248	\$ 12,208	\$ 15,500	\$ 14,725	\$ 10,333
935100	EQPT RNTL-MAINTENANCE	\$ 2,735	\$ -	\$ -	\$ -	\$ -
951100	LIBRARY SUPPLIES	\$ 14,225	\$ 8,380	\$ 19,500	\$ 10,920	\$ 13,000
990100	MACHINERY & EQUIPMENT	\$ 100,000	\$ 75,000	\$ -	\$ -	\$ -
Total Library Technical Services Expenditures		\$ 345,530	\$ 387,041	\$ 328,025	\$ 301,089	\$ 220,410
2015014 - LIBRARY ADULT REFERENCE EXPENDITURES						
910000	REGULAR SALARIES	\$ 358,928	\$ -	\$ -	\$ -	\$ -
951100	LIBRARY SUPPLIES	\$ 155	\$ 195	\$ -	\$ -	\$ -
954001	LIB RSRCS--ADULT BOOKS FIC	\$ 65,375	\$ 62,286	\$ -	\$ -	\$ -
954003	LIB RSRCS--PERIODICALS	\$ 16,582	\$ 18,241	\$ -	\$ -	\$ -
954006	LIB RSRCS--MICROFILM	\$ 1,254	\$ 565	\$ -	\$ -	\$ -
954010	LIB RSRCS-VIDEOGAMES	\$ 108,765	\$ 120,864	\$ -	\$ -	\$ -
Total Library Adult Reference Expenditures		\$ 551,059	\$ 202,151	\$ -	\$ -	\$ -
2015015 - LIBRARY YOUTH SERVICES EXPENDITURES						
910000	REGULAR SALARIES	\$ 466,877	\$ 499,489	\$ 549,054	\$ 516,111	\$ 348,602
938506	GNL CNTRL SVC/PROGRAM	\$ 9,136	\$ 15,439	\$ 31,500	\$ 22,680	\$ 21,000
951100	LIBRARY SUPPLIES	\$ 4,487	\$ 4,918	\$ 5,500	\$ 3,080	\$ 3,667
954002	LIB RSRCS-CHILDREN BOOKS FIC	\$ 79,909	\$ 95,435	\$ 75,000	\$ 75,000	\$ 50,000
954003	LIB RSRCS--PERIODICALS	\$ 1,287	\$ 1,466	\$ 1,500	\$ 1,500	\$ 1,000
954004	LIB RSRCS-RECORDINGS AUDIOBOOKS	\$ 13,672	\$ 13,445	\$ 19,000	\$ 19,000	\$ 12,667
954005	LIB RSRCS-AV/DVD/BLURAY	\$ 14,808	\$ 17,198	\$ 24,000	\$ 24,000	\$ 16,000
954008	LIB RSRCS-MISCELLANEOUS	\$ 1,010	\$ 2,215	\$ 3,000	\$ 3,000	\$ 2,000
954010	LIB RSRCS-VIDEOGAMES	\$ 3,304	\$ 3,457	\$ 6,000	\$ 5,100	\$ 4,000
954012	LIB RSRCS-EBOOKS	\$ -	\$ -	\$ 10,500	\$ 10,500	\$ 7,000
954015	LIB RSRCS-RECORDINGS MUSIC	\$ -	\$ -	\$ 5,000	\$ 4,250	\$ 3,333
954019	LIB RSRCS-CHILDREN BOOKS NF	\$ -	\$ -	\$ 36,500	\$ 32,850	\$ 24,333
Total Library Youth Services Expenditures		\$ 594,490	\$ 653,061	\$ 766,554	\$ 717,071	\$ 493,602
2015016 - LIBRARY PATRON SERVICES EXPENDITURES						
910000	REGULAR SALARIES	\$ 348,421	\$ 378,782	\$ 465,530	\$ 437,598	\$ 309,662
931701	DATA PROCESSING/CLSI	\$ 77,405	\$ 70,890	\$ 74,500	\$ 70,775	\$ 74,500
951100	LIBRARY SUPPLIES	\$ 4,881	\$ 3,238	\$ 7,200	\$ 7,200	\$ 7,200
Total Library Patron Services Expenditures		\$ 430,707	\$ 452,910	\$ 547,230	\$ 515,573	\$ 391,362

REVENUES & EXPENDITURES

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
2015017 - LIBRARY ADULT SERVICES EXPENDITURES						
910000	REGULAR SALARIES	\$ 269,549	\$ 512,565	\$ 551,897	\$ 518,783	\$ 384,192
938506	GNL CNTRL SVC/PROGRAM	\$ 7,434	\$ 11,809	\$ 30,000	\$ 21,600	\$ 20,000
938507	GNL CNTRL SVC/YA PROGRAMS	\$ 2,790	\$ -	\$ -	\$ -	\$ -
951100	LIBRARY SUPPLIES	\$ 3,255	\$ 2,184	\$ 3,000	\$ 1,680	\$ 2,000
951102	LIBRARY SUPPLIES-MAKERSPACE	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,000
954001	LIB RSRCS-ADULT BOOKS FIC	\$ 52,281	\$ 52,545	\$ 64,000	\$ 64,000	\$ 42,667
954003	LIB RSRCS-PERIODICALS	\$ -	\$ -	\$ 18,000	\$ 15,300	\$ 12,000
954004	LIB RSRCS-RECORDINGS AUDIOBOOKS	\$ 28,313	\$ 21,613	\$ 16,000	\$ 16,000	\$ 10,667
954005	LIB RSRCS-AV/DVD/BLURAY	\$ 43,259	\$ 33,438	\$ 40,500	\$ 36,450	\$ 27,000
954006	LIB RSRCS-MICROFILM	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 1,333
954010	LIB RSRCS-VIDEOGAMES	\$ 12,682	\$ -	\$ 2,000	\$ 2,000	\$ 1,333
954011	LIB RSRCS -MWL	\$ 20,686	\$ 21,156	\$ 22,000	\$ 18,700	\$ 14,667
954012	LIB RSRCS-E-BOOKS	\$ 57,092	\$ 61,137	\$ 84,500	\$ 84,500	\$ 59,500
954013	LIB RSRCS-YA GAMES	\$ 3,095	\$ 1,838	\$ -	\$ -	\$ -
954015	LIB RSRCS-RECORDINGS MUSIC	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 5,333
954017	LIB RSRCS-ADULT BOOKS NF	\$ -	\$ -	\$ 78,000	\$ 78,000	\$ 52,000
954018	LIB RSRCS-ONLINE DATABASES	\$ -	\$ -	\$ 135,000	\$ 135,000	\$ 135,000
Total Library Adult Services Expenditures		\$ 500,436	\$ 718,286	\$ 1,056,397	\$ 1,002,013	\$ 768,692
2015111 - LIBRARY GIFT EXPENDITURES						
952000	MATERIALS	\$ 2,875	\$ -	\$ -	\$ -	\$ -
Total Library Gift Expenditures		\$ 2,875	\$ -	\$ -	\$ -	\$ -
Total Library Expenditures		\$ 5,933,765	\$ 4,027,357	\$ 5,577,882	\$ 4,919,301	\$ 2,894,605
Library Surplus (Deficit)		\$ 323,308	\$ (1,259,989)	\$ (1,097,653)	\$ (427,072)	\$ (1,024,772)

**LIBRARY TECHNOLOGY REPLACEMENT FUND
REVENUES & EXPENDITURES**

Object	Account Description	FY19 Actual	FY20 Actual	FY21 Revised Budget	FY21 Forecast	SY21 Adopted Budget
553 - LIBRARY TECH REPLACEMENT REVENUES						
872000	INTEREST ON INVESTMENTS	\$ 1,218	\$ 1,075	\$ -	\$ -	\$ -
881100	TRANSFERS IN	\$ 100,000	\$ 75,000	\$ -	\$ -	\$ -
	Total Library Tech Replacement Revenues	\$ 101,218	\$ 76,075	\$ -	\$ -	\$ -
5535011 - LIBRARY TECH REPLACEMENT EXPENDITURES						
949300	TRANSFER OUT	\$ -	\$ -	\$ 156,716	\$ 156,716	\$ -
952000	MATERIALS	\$ 113,237	\$ 39,880	\$ -	\$ -	\$ -
990800	COMPUTER EQUIPMENT	\$ 135,963	\$ 143,561	\$ -	\$ -	\$ -
	Total Library Tech Replacement Expenditures	\$ 249,200	\$ 183,441	\$ 156,716	\$ 156,716	\$ -
	Library Tech Replacement Surplus (Deficit)	\$ (147,981)	\$ (107,366)	\$ (156,716)	\$ (156,716)	\$ -

Library Fund - Salary Detail

Job Title	Home Department/Code	Current Wage	Weekly Hours
Library Director (1)	500111 - Library Administration - Librarians	\$ 78,667	37.5
Administrative Assistant (1)	500112 - Library Administration Assistant	\$ 32,759	37.5
Administrative Assistant Part-time (2)	500112 - Library Administration Assistant	\$ 33,019	36.0
Library Assistant	500112 - Library Administration Assistant	\$ 32,760	37.5
Library Assistant Part-Time	500112 - Library Administration Assistant	\$ 18,975	24.0
Library Finance Manager (1)	500112 - Library Administration Assistant	\$ 43,333	37.5
Facility Manager (1)	500122 - Library Maintenance V2	\$ 46,776	37.5
Custodial Worker (1)	500122 - Library Maintenance V2	\$ 26,078	37.5
Library Monitor Part-time (5)	500122 - Library Maintenance V2	\$ 38,693	72.0
Library Monitor Part-time (1)	500124 - Library Maintenance V1	\$ 3,044	6.0
Librarian (1)	500131 - Library Technical Services - Librarian	\$ 33,963	37.5
Librarian Part-time (1)	500131 - Library Technical Services - Librarian	\$ 20,592	24.0
Technical Services Manager (1)	500131 - Library Technical Services - Librarian	\$ 55,419	37.5
Library Assistant (2)	500132 - Library Technical Services - Assistant	\$ 56,133	75.0
Library Assistant Part-time (2)	500132 - Library Technical Services - Assistant	\$ 23,368	42.0
Librarian (1)	500151 - Library Children's Services - Librarian	\$ 33,018	37.5
Librarian Part-time (2)	500151 - Library Children's Services - Librarian	\$ 23,862	26.0
Youth Services Manager (1)	500151 - Library Children's Services - Librarian	\$ 46,107	37.5
Youth Services Supervisor (2)	500151 - Library Children's Services - Librarian	\$ 73,645	75.0
Library Assistant (2)	500152 - Library Children's Services - Assistant	\$ 66,196	75.0
Library Assistant Part-time (8)	500152 - Library Children's Services - Assistant	\$ 96,181	140.0
Patron Services Manager (1)	500162 - Library Circulation - Assistant	\$ 43,334	37.5
Library Assistant (4)	500162 - Library Circulation - Assistant	\$ 124,856	150.0
Library Assistant Part-time (7)	500162 - Library Circulation - Assistant	\$ 52,133	108.0
Library Page Part-time (13)	500162 - Library Circulation - Assistant	\$ 74,930	192.0
Adult Services Manager (1)	500171 - Library Adult Services - Librarian	\$ 50,122	37.5
Adult Services Supervisor (1)	500171 - Library Adult Services - Librarian	\$ 62,029	37.5
Librarian (4)	500171 - Library Adult Services - Librarian	\$ 119,374	150.0
Librarian Part-time (4)	500171 - Library Adult Services - Librarian	\$ 57,252	60.0
Library Assistant Part-time (7)	500172 - Library Adult Services - Assistant	\$ 81,568	114.0
		\$ 1,548,186	1856.5
Merit Pool/Adjustments		\$ 59,500	
Contingency		\$ 13,000	
Total Library		\$ 1,620,686	



Capital Improvement Plan

Description

The City of Park Ridge's Capital Improvement Plan (CIP) is a multi-year projection of expenditures for a variety of capital projects. The plan provides comprehensive planning and analysis of the long range capital needs of the City. This includes project review, fiscal analysis and prioritization of facility, infrastructure, and major equipment needs of the City. The capital plan is a stand-alone document which is used as a guide when drafting the City's Annual Budget.

As outlined in the Handbook for Elected Officials, a capital item is defined as the purchase or construction of any of the following, long-lived, high-cost, tangible assets. "Long-lived" implies a useful life of ten years or more. "High-cost" means that the project amounts to \$25,000 or more. "Tangible" assets exclude contractual services except those that are necessary for putting a tangible asset into service or that extends the life of a tangible asset. Those items that do not meet the City's definition of capital expenditures are included in the operating budget.

The scope of the capital project determines the funding method that the City uses as well the public's willingness to provide the financial support required. As referenced in Park Ridge Municipal Code, 2-9-5, The City maintains two capital repair or replacement funds: the Technology Replacement Fund and the Motor Equipment Replacement Fund.

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City of Park Ridge, Illinois
Capital Improvement Plan

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
203 - Motor Fuel Tax Fund							
Street Resurfacing	\$ 1,000,000	\$ 958,443	\$ 1,000,000	\$ 750,000	\$ 750,000	\$ 750,000	Public Works
Rebuild Illinois - Street Resurfacing			\$ 600,000	\$ 1,800,000			Public Works
203 - Motor Fuel Tax Fund Total	\$ 1,000,000	\$ 958,443	\$ 1,600,000	\$ 2,550,000	\$ 750,000	\$ 750,000	

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
501 - Parking Fund							
Uptown Parking Court Resurface			\$ 200,000	\$ -			Public Works
Green Library Lot			\$ 160,000	\$ 800,000			
501 - Parking Fund Total	\$ -	\$ -	\$ 360,000	\$ 800,000	\$ -	\$ -	

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
502 - Water Fund							
Water Main Infrastructure	\$ 600,000	\$ 630,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	Public Works
Advanced Metering Infrastructure (AMI)	\$ 2,500,000	\$ 2,250,000	\$ 950,000	\$ 384,354			Finance
<u>FY20 Carry-Over</u>							
FY17 Water Main Infrastructure	\$ 120,000	\$ 225,675					Public Works
FY20 Water Main Infrastructure	\$ 55,000	\$ 57,141					Public Works
502 - Water Fund Total	\$ 3,275,000	\$ 3,162,816	\$ 1,950,000	\$ 1,384,354	\$ 1,000,000	\$ 1,000,000	

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
503 - Sewer Fund							
Sewer Lining	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	Public Works
Dempster Storm Sewer Construction			\$ -	\$ 300,000			Public Works
Marvin Parkway Underground Sewer Storage*			\$ 2,200,000				Public Works
<u>FY20 Carry-Over</u>							
FY20 Sewer Lining	\$ 622,086	\$ 622,000					Public Works
503 - Sewer Fund Total	\$ 1,222,086	\$ 1,222,000	\$ 2,800,000	\$ 900,000	\$ 600,000	\$ 600,000	

*City contribution for Marvin Parkway Underground Sewer Storage Project is \$1.25M

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
550 - Capital Improvements and Equipment Fund							
Life Safety Study/Police Space			\$ -	\$ 391,142	\$ -		Administration
Life Safety Study/Sally Port - Contingency Item	\$ 335,000	\$ 335,000					Administration
City Hall Workspace Remodel			\$ 30,000	\$ 225,000	\$ 225,000	\$ 225,000	Administration
Security Locks - Contingency Item			\$ 150,000				Administration
Portable Radios	\$ 35,000	\$ 35,000					Fire
Self Contained Breathing Air (SCBA) Packs	\$ 275,000	\$ 259,184					Fire
Station #35 and #36 Replacement Vehicle Exhaust System			\$ -	\$ 100,000			Fire
Replacement of AEDs					\$ 35,000		Fire
Automated CPR Devices	\$ 40,000	\$ 29,951					Fire
Replacement of 5 Cardiac Monitors - Contingency Item			\$ 190,000				Fire
Replacement of Mobile Radios on Vehicles			\$ 60,000				Fire
Sidewalk Replacement	\$ 175,000	\$ 145,854	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	Public Works
Alley Restoration	\$ 75,000	\$ 78,826	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	Public Works
Green Alley Pilot Program * - Contingency Item	\$ 320,000	\$ -		\$ 320,000			Public Works
Service Center Vehicle Hoists	\$ 48,888	\$ 45,867					Public Works
Service Center Air Conditioning Unit			\$ -	\$ 200,000			Public Works
Service Center Building Roof			\$ -	\$ 100,000			Public Works
<u>FY20 Carry-Over</u>							
Life Safety	\$ 172,435	\$ 172,435					Administration
Fire Extraction Equipment	\$ 66,999	\$ 66,999					Fire
Green Alley Pilot	\$ 47,385	\$ 47,385					Public Works
550 - Capital Improvements and Equipment Fund Total	\$ 1,590,707	\$ 1,216,501	\$ 695,000	\$ 1,601,142	\$ 525,000	\$ 490,000	

City of Park Ridge, Illinois
Capital Improvement Plan

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
551 - Motor Equipment Vehicle Replacement Fund							
Pool Car CH002			\$ -	\$ 25,000			Administration
Building Inspector Vehicle CPD003			\$ 24,000				CP&D
Building Inspector Vehicle CPD006			\$ -	\$ 24,000			CP&D
Health Inspector Vehicle CPD004			\$ 24,000				CP&D
Health Inspector Vehicle CPD005			\$ -	\$ 24,000			CP&D
Emergency Response Vehicle FD200				\$ -	\$ 325,000		Fire
Emergency Response Vehicle FD201					\$ -	\$ 335,000	Fire
Emergency Response Vehicle FD401					\$ -	\$ 150,000	Fire
Emergency Response Vehicle FD700			\$ -	\$ 630,000			Fire
Police Investigation Vehicle PD404					\$ -	\$ 38,000	Police
Police Patrol Vehicle PD201	\$ 44,000	\$ 44,000					Police
Police Patrol Vehicle PD202	\$ 44,000	\$ 44,000					Police
Police Patrol Vehicle PD203 - Contingency Item	\$ 44,000	\$ -	\$ 45,000				Police
Police Patrol Vehicle PD204			\$ 45,000				Police
Police Patrol Vehicle PD205			\$ 45,000				Police
Police Patrol Vehicle PD206			\$ 45,000				Police
Police Patrol Vehicle PD207			\$ 45,000				Police
Police Patrol Vehicle PD208				\$ 46,000			Police
Police Patrol Vehicle PD209				\$ 46,000			Police
Police Patrol Vehicle PD210					\$ 46,000		Police
Police Patrol Vehicle PD211					\$ 46,000		Police
Grounds Maintenance Vehicle PW207					\$ -	\$ 32,500	Public Works
Grounds Maintenance Vehicle PW606			\$ -	\$ 47,600			Public Works
Grounds Maintenance Vehicle PW1005- Contingency Item	\$ 85,000	\$ -			\$ 85,000		Public Works
Grounds Maintenance Vehicle PW1006			\$ -	\$ 85,000			Public Works
Grounds Maintenance Vehicle PW1008				\$ -	\$ 10,000		Public Works
Public Works Administration Vehicle PW001	\$ 26,000	\$ 28,383		\$ -			Public Works
Public Works Administration Vehicle PW002				\$ 27,000			Public Works
Public Works Administration Vehicle PW003					\$ 22,000		Public Works
Public Works Administration Vehicle PW206					\$ -	\$ -	Public Works
Snow and Ice Control Vehicle PW406	\$ 197,397	\$ 197,397					Public Works
Snow and Ice Control Vehicle PW407	\$ 197,397	\$ 197,397					Public Works
Street Maintenance Vehicle PW209						\$ 63,000	Public Works
Street Maintenance Vehicle PW408				\$ -	\$ 205,000		Public Works
Street Maintenance Vehicle PW409				\$ -	\$ 205,000		Public Works
Street Maintenance Vehicle PW411						\$ 220,000	Public Works
Street Maintenance Vehicle PW412						\$ 205,000	Public Works
Street Maintenance Vehicle PW413						\$ 205,000	Public Works
Street Maintenance Vehicle PW414						\$ 205,000	Public Works
Street Maintenance Vehicle PW607				\$ -		\$ 215,000	Public Works
Street Maintenance Vehicle PW608				\$ -	\$ 215,000		Public Works
Street Maintenance Vehicle PW609						\$ 51,000	Public Works
Street Maintenance Vehicle PW610						\$ 171,800	Public Works
Street Maintenance Vehicle PW1004	\$ 8,500	\$ 6,608			\$ -		Public Works
Street Maintenance Vehicle PW1007			\$ -	\$ 21,800			Public Works
Street Maintenance Vehicle PW1009				\$ -	\$ 8,800		Public Works
Street Maintenance Vehicle PW1010				\$ -	\$ 8,800		Public Works
Street Maintenance Vehicle PW1013						\$ 8,800	Public Works
Street Maintenance Vehicle PW1014						\$ 8,800	Public Works
Street Maintenance Vehicle PW1015						\$ 8,500	Public Works
Water Supply and Treatment Vehicle PW205			\$ -	\$ 24,000			Public Works
Water Supply and Treatment Vehicle PW208					\$ -	\$ 32,500	Public Works
Water Supply and Treatment Vehicle PW210						\$ 75,000	Public Works
Water Supply and Treatment Vehicle PW211						\$ 75,000	Public Works
Water Supply and Treatment Vehicle PW212						\$ 95,000	Public Works
Water Supply and Treatment Vehicle PW410				\$ -	\$ 205,000		Public Works
Water Supply and Treatment Vehicle PW605			\$ 230,000				Public Works
Water Supply and Treatment Vehicle PW1011				\$ -	\$ 18,500		Public Works
Water Supply and Treatment Vehicle PW1012				\$ -	\$ 25,000		Public Works
Water Supply and Treatment Vehicle PW1016						\$ 21,800	Public Works
FY20 Carry-Over							
Building Inspector Vehicle CPD001	\$ 22,588	\$ 22,074					CP&D
Zoning Inspector Vehicle CPD002	\$ 22,588	\$ 22,074					CP&D
Emergency Response Vehicle FD400	\$ 1,136,103	\$ 1,136,103					Fire
Fire Prevention Vehicle Upfitting FD002	\$ 6,385	\$ 6,751					Fire
Community Service Vehicle Upfitting PD601	\$ 450	\$ 1,057					Police
Police Investigation Vehicle PD403	\$ 40,000	\$ 37,492					Police
Ground Maintenance Vehicle PW204	\$ 34,628	\$ 34,893					Public Works
Street Maintenance Vehicle PW604	\$ 216,574	\$ 216,574					Public Works
551 - Motor Equip. Vehicle Replacement Fund Total	\$ 2,125,610	\$ 1,994,803	\$ 503,000	\$ 1,000,400	\$ 1,425,100	\$ 2,216,700	

City of Park Ridge, Illinois
Capital Improvement Plan

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
552 - Technology Replacement Fund							
City Website Upgrade	\$ 5,000	\$ 5,000					IT
Phone System Upgrade			\$ 14,000	\$ 14,000			IT
Servers					\$ 85,000		IT
IT Equipment for Public Safety Vehicles	\$ 22,000	\$ 17,000	\$ 2,000	\$ 2,000	\$ 20,000	\$ 2,000	Police - Fire
Desktop Infrastructure			\$ 25,000	\$ 20,000	\$ 39,000	\$ 39,000	IT
Printers (Managed Print Service)	\$ 15,170	\$ 25,550	\$ 16,000	\$ 24,000	\$ 24,000	\$ 24,000	IT
Data Center Room Fire Suppression System			\$ -	\$ 26,000			IT
Network Software and Licensing	\$ 10,000	\$ 10,000	\$ 6,700	\$ 10,000	\$ 10,000	\$ 10,000	IT
Printers (Replacements)			\$ -	\$ 5,000	\$ 5,000		IT
Printers (Replacements) - Contingency Item	\$ 15,000	\$ -					IT
Uninterruptible Power Supply System	\$ 2,000	\$ 1,074	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	IT
Switches			\$ -	\$ 26,000	\$ -		IT
Backup	\$ 40,000	\$ 40,000		\$ 120,000			IT
Security Audit	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	IT
Email Security	\$ 22,000	\$ 22,000	\$ 6,500	\$ 10,000	\$ 10,000	\$ 10,000	IT
Scanners for Munis Finance TCM Application	\$ 2,600	\$ 2,600			\$ 2,600		Finance
WIFI Upgrade			\$ 35,000				IT
Barracuda Annual Storage Support	\$ -	\$ 6,189	\$ 4,126	\$ 6,200	\$ 6,200	\$ 6,200	IT
<u>FY20 Carry-Over</u>							
City Web Site Upgrade	\$ 70,000	\$ 56,135					IT
IT Equipment for Public Safety Vehicles	\$ 19,003	\$ 19,003					IT
Storage Area Network	\$ 10,000	\$ 10,000					IT
552 - Technology Replacement Fund Total	\$ 252,773	\$ 234,551	\$ 110,826	\$ 284,700	\$ 223,300	\$ 112,700	

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
6104 - Special Service Area #6104							
Green Alley Pilot Program *	\$ 200,000	\$ -		\$ 200,000			Public Works
6104 - Special Service Area #6104 Total	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -	

	05/01/20-04/30/21	05/01/20-04/30/21	05/01/21-12/31/21	01/01/22-12/31/22	01/01/23-12/31/23	01/01/24-12/31/24	
	Revised Budget FY21	Forecast FY21	Budget SY21	Budget 2022	Budget 2023	Budget 2024	Department
6105 - Special Service Area #6105							
Green Alley Pilot Program *	\$ 200,000	\$ -		\$ 200,000			Public Works
6105 - Special Service Area #6105 Total	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -	

* The budget for the Green Alley Pilot Program is split into three funds based on the funding source.

Totals	\$ 9,866,176	\$ 8,789,114	\$ 8,018,826	\$ 8,920,596	\$ 4,523,400	\$ 5,169,400	
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Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-01
Project Name	Street Resurfacing
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Fuel Tax Fund
Department Public Works
Account(s) 2033024-995152



Description

Annual street resurfacing project: mill and resurface approximately 4.0 miles of public streets based on condition rating, reduces City's operating costs for potholes and patch repair

Project Benefits

Improves public travel, reduces accidents and damage from poor street condition, reduces liability

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	1,000,000	958,443	1,000,000	750,000	750,000	750,000	4,250,000
Total	1,000,000	958,443	1,000,000	750,000	750,000	750,000	4,250,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
MFT Revenue	1,000,000	958,443	1,000,000	750,000	750,000	750,000	4,250,000
Total	1,000,000	958,443	1,000,000	750,000	750,000	750,000	4,250,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-02
Project Name	Rebuild Illinois - Street Resurfacing
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Fuel Tax Fund
Department Public Works
Account(s) 2033024-995405



Description

The Illinois Department of Transportation (IDOT) has been authorized to implement a \$1.5 billion grant program using proceeds from general obligation bonds authorized in the REBUILD Illinois capital program to provide Local Public Agencies (LPAs) with the funds for capital projects. Park Ridge is receiving \$2.47 million, which is a per capita distribution. The City plans to resurface portions of Summit Avenue and Dee Road with these funds.

Project Benefits

Improves public travel, reduces accidents and damage from poor street condition, reduces liability

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	-	-	600,000	1,800,000	-	-	2,400,000
Total	-	-	600,000	1,800,000	-	-	2,400,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
REBUILD Illinois MFT Revenue	-	-	600,000	1,800,000	-	-	2,400,000
Total	-	-	600,000	1,800,000	-	-	2,400,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-03
Project Name	Uptown Parking Court Resurface
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Parking Fund
Department Public Works
Account(s) 5013027-998000



Description

Resurfacing of the Uptown Parking Court

Project Benefits

Removal of trip hazards and ponding of water, and for aesthetic value. Less maintenance of potholes, surface imperfections and call outs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	-	-	200,000	-	-	-	200,000
Total	-	-	200,000	-	-	-	200,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Uptown TIF Fund	-	-	200,000	-	-	-	200,000
Total	-	-	200,000	-	-	-	200,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-13
Project Name	Green Library Lot
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Parking Fund, MWRD Grant
Department Public Works
Account(s) 5013027-998000



Description

Removal of existing parking lot and base, and replacement with permeable stone base and brick pavers, and installation of islands for additional infiltration

Project Benefits

Reduction of stormwater volume entering the City's sewer system, benefitting the surrounding areas by reducing water levels in the sewer system; beautification of existing parking lot with a new lot and plantings in parking lot islands; creation of a "pilot project" for green infrastructure for public benefit and education

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	-	-	160,000	800,000	-	-	960,000
Total	-	-	160,000	800,000	-	-	960,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Uptown TIF Fund	-	-	160,000	400,000	-	-	560,000
MWRD Grant	-	-	-	400,000	-	-	400,000
Total	-	-	160,000	800,000	-	-	960,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-04
Project Name	Water Main Infrastructure
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Water Fund
Department Public Works
Account(s) 5023054-993000



Description

Replacement of public water main of location to be determined, and associated work; miscellaneous other water work (valve installation and replacement, hydrant replacement, etc.)

Project Benefits

Improves water system reliability and performance, reduces water main breaks, improves fire protection, reduces amount of non revenue water loss from breaks and leaks, creates smaller isolation zones for shut-downs during watermain breaks and shut-offs, reduces operation costs for water main repair and overtime

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair*	775,000	912,816	1,000,000	1,000,000	1,000,000	1,000,000	4,775,000
Total	775,000	912,816	1,000,000	1,000,000	1,000,000	1,000,000	4,775,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	775,000	912,816	1,000,000	1,000,000	1,000,000	1,000,000	4,775,000
Total	775,000	912,816	1,000,000	1,000,000	1,000,000	1,000,000	4,775,000

* FY21 Budget and Forecast include FY17 & FY20 Carry-Over

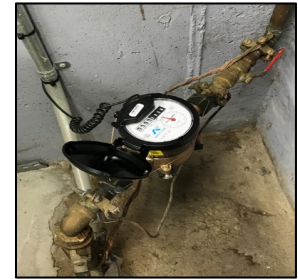
Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	20-15
Project Name	Advanced Metering Infrastructure (AMI)
Strategic Priority Area	Quality Customer Service & Delivery of City Services

Funding Sources	Water Fund, Use of existing fund balance from previous operating revenue
Department	Finance, Public Works
Account(s)	5023055-993100



Description

Advanced Metering Infrastructure (AMI) is an integrated system of smart meters, communication networks, and data management system that enables two-way communication between the utility system and the metering endpoints. AMI are the systems beyond simple meters that allow utility professionals to not only collect and analyze water usage, but also communication back to the metering devices. Ongoing operational cost for maintenance of the software and infrastructure is estimated at \$50,000 annually.

Project Benefits

Advanced metering will improve customer service by eliminating the need for residents to read their own water meter, will improve the accuracy and timeliness of water meter readings, streamline billing data upload and processing, and over time reduce water loss resulting in increased water sale revenue.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	2,500,000	2,250,000	950,000	384,354	-	-	3,834,354
Total	2,500,000	2,250,000	950,000	384,354	-	-	3,834,354

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Water Fund Balance	2,500,000	2,250,000	950,000	384,354	-	-	3,834,354
Total	2,500,000	2,250,000	950,000	384,354	-	-	3,834,354

Multiyear Project Summary

	Prior Year(s) Expenditures	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Total Project Cost
Total Expenditures	1,027,284	2,250,000	950,000	384,354	-	-	\$4,611,638

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-05
Project Name	Sewer Lining
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Sewer Fund
Department Public Works
Account(s) 5033031-994014



Description

Sewer rehabilitation using insertion of a heat-cured liner (pipe replacement/trenching not required)

Project Benefits

Fixes broken/deteriorated sewers, increases lifespan of sewers, reduces infiltration and root penetration, reduces sewer blockages and chance of sewer back-up. Reduces operating costs for sewer repairs and flooding issues

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair*	1,222,086	1,222,000	600,000	600,000	600,000	600,000	3,622,086
Total	1,222,086	1,222,000	600,000	600,000	600,000	600,000	3,622,086

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	1,222,086	1,222,000	600,000	600,000	600,000	600,000	3,622,086
Total	1,222,086	1,222,000	600,000	600,000	600,000	600,000	3,622,086

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-06
Project Name	Marvin Parkway Underground Sewer Storage
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Sewer Fund, MWRD Grant
Department Public Works
Account(s) 5033031-994000



Description

Construction of an underground detention vault under Marvin Parkway boulevard and associated utility relocation and restoration

Project Benefits

Storage and slow release of excess stormwater during heavy rain events that currently inundates the area; reduction in street flooding, sewer back-ups, and property damage; better access for residents and emergency vehicles during heavy rain events; reduces operation and maintenance costs for flood response and sewer issues

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	-	-	2,200,000	-	-	-	2,200,000
Total	-	-	2,200,000	-	-	-	2,200,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Sewer Fund Balance	-	-	1,250,000	-	-	-	1,250,000
MWRD Grant	-	-	950,000	-	-	-	950,000
Total	-	-	2,200,000	-	-	-	2,200,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	TBD
Project Name	City Hall Life Safety / Sally Port - Contingency Item
Strategic Priority Area	Capital Infrastructure Investments & Improvements / Workforce Development

Funding Sources Capital Improvements and Equipment Fund
Department Administration, Public Works, Police
Account(s) 5501021-949500

Description

City hired FGM Architects in FY18 to do a space needs study. Life safety and police station master plan were presented to Council on 11/13/2017. Numerous projects were approved and initiated in FY19 and into FY20 with more planned in FY21-FY22. In FY21 staff would like to pursue construction of a Sally Port. Note: FGM cost estimates increased for inflation.

Project Benefits

Improve building safety for employees and residents, increase efficiency and functionality by reconfiguring a seventy year old building to current uses. Improve employee morale and retention by providing proper working environment. Address aging infrastructure. Potential cost savings include efficiency gains (lower turnover, reduced training and onboarding expense, improved employee motivation), reduced liability exposure, and curtailed repair/maintenance due to aging infrastructure.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	335,000	335,000	-	-	-	-	335,000
Total	335,000	335,000	-	-	-	-	335,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Other	335,000	335,000	-	-	-	-	335,000
Total	335,000	335,000	-	-	-	-	335,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-07
Project Name	City Hall Workspace Remodel (Finance/Admin/PW/CP&D)
Strategic Priority Area	Capital Infrastructure Investments & Improvements / Workforce Development

Funding Sources Capital Improvements and Equipment Fund
Department Administration
Account(s) 5501021-996300



Description

Space analysis and architectural review followed by construction in 2022-2024. Construction dates subject to change following the space analysis and construction cost estimates.

Project Benefits

City Hall office area workspaces are outdated and inefficient. An architectural/redesign review will provide a plan on renovating the workspace to improve life safety considerations, and be more efficient and functional. Redesigned spaces improve employee morale and output and have larger impacts related to recruitment and retention.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	-	-	30,000	225,000	225,000	225,000	705,000
Total	-	-	30,000	225,000	225,000	225,000	705,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	30,000	225,000	225,000	225,000	705,000
Total	-	-	30,000	225,000	225,000	225,000	705,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-08
Project Name	Security Locks CONTINGENCY
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Capital Improvements and Equipment Fund
Department Administration, Public Works
Account(s) 5501021-996300

Description
Installation of access control lock systems for municipal buildings. City Hall and Fire Departments completed. Public Works Service Center and Police buildings planned for FY21

Project Benefits
Improved building security/safety for employees and residents at municipal buildings, increased safety of equipment. No known impact to future budgets

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	150,000	-	-	-	150,000
Total	-	-	150,000	-	-	-	150,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	150,000	-	-	-	150,000
Total	-	-	150,000	-	-	-	150,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	21-05
Project Name	Replacement of Portable Radios
Strategic Priority Area	Quality Customer Service & Delivery of City Services

Funding Sources Capital Improvements and Equipment Fund
Department Fire
Account(s) 5502023-990100

Description

Current portable radios are at the end of their useful life. Our Mutual Aid Box Alarm System Division coordinated a grant application through FEMA. When this project is complete, we will be able to replace all of our portable radios in FY20 and then will purchase the hardware necessary for accountability and safety improvements in FY21

Project Benefits

These new radios allow interoperability with our neighboring Fire departments as well as our Police department. Additionally, they support data transmissions along with voice transmissions, which is a new safety feature. Reduces repair costs on current inventory of portable radios; reduces the City's cost on the purchase of future radios.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	35,000	35,000	-	-	-	-	35,000
Total	35,000	35,000	-	-	-	-	35,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	35,000	35,000	-	-	-	-	35,000
Total	35,000	35,000	-	-	-	-	35,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	21-06
Project Name	Self Contained Breathing Air (SCBA) Packs
Strategic Priority Area	Quality Customer Service & Delivery of City Services

Funding Sources Capital Improvements and Equipment Fund
Department Fire
Account(s) 5502023-990100



Description

Replacement of aging equipment; Air packs are worn by our firefighters in areas where the air quality is questionable, gas leaks are detected, carbon monoxide is detected or where there are other hazardous conditions.

Project Benefits

New air packs contain latest safety upgrades that would increase the safety of our firefighters. No repair costs to be incurred the first two years.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	275,000	259,184	-	-	-	-	275,000
Total	275,000	259,184	-	-	-	-	275,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	275,000	259,184	-	-	-	-	275,000
Total	275,000	259,184	-	-	-	-	275,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	21-07
Project Name	Automated CPR Devices
Strategic Priority Area	Quality Customer Service & Delivery of City Services

Funding Sources Capital Improvements and Equipment Fund
Department Fire
Account(s) 5502023-990100

Description
Purchase of two (2) automated CPR devices.

Project Benefits
These devices provide continuous high quality CPR compressions to the cardiac arrest victim which improve the patients's chance for survival. No known impact to future budgets.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	40,000	29,951	-	-	-	-	40,000
Total	40,000	29,951	-	-	-	-	40,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	40,000	29,951	-	-	-	-	40,000
Total	40,000	29,951	-	-	-	-	40,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-09
Project Name	Replacement of Five (5) Cardiac Monitors CONTINGENCY
Strategic Priority Area	Quality Customer Service & Delivery of City Services

Funding Sources Capital Improvements and Equipment Fund
Department Fire
Account(s) 5502023-990100

Description

The Fire Department operates six (6) cardiac monitors/defibrillators which are placed in all of our Advanced Life Support (ALS) vehicles. We need to replace five of these monitors (the 6th was purchased after the Rescue 36 vehicle was purchased, so it will not need to be replaced until FY25).

Project Benefits

These are some of the most valuable pieces of equipment on our apparatus and are used thousands of times per year on ambulance/EMS calls. We would see a slight decrease in repair costs which we incur as the monitors age and need repairs that are no longer covered on the expired warranty.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	190,000	-	-	-	190,000
Total	-	-	190,000	-	-	-	190,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	190,000	-	-	-	190,000
Total	-	-	190,000	-	-	-	190,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-10
Project Name	Replacement of Mobile Radios on Vehicles
Strategic Priority Area	Quality Customer Service & Delivery of City Services

Funding Sources Capital Improvements and Equipment Fund
Department Fire
Account(s) 5502023-990100

Description

The response vehicles in the Fire Department's fleet each have one mobile radio. Our dispatch provider, RED Center, is performing a much needed update to its radio network to go from the current analog radios to digital radios. This requires each member department to purchase new mobile radios for each vehicle so that they are compatible with this new upgraded system from RED Center. Unfortunately, the existing analog mobile radios will not work under the new system which goes live next year.

Project Benefits

Not to be confused with a hand-held portable radio, a mobile radio is a larger fixed radio that is mounted in each vehicle and provides better communication clarity and has a larger range than the hand-held portable radios. This upgrade of our mobile radios is required due to a new improved radio network being purchased by RED Center. These mobile radios will improve the reliability of radio communications in the RED Center area.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	60,000	-	-	-	60,000
Total	-	-	60,000	-	-	-	60,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	60,000	-	-	-	60,000
Total	-	-	60,000	-	-	-	60,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-11
Project Name	Sidewalk Replacement
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Capital Improvements and Equipment Fund
Department Public Works
Account(s) 5503025-995400



Description

Removal and replacement of deficient/deteriorated sidewalk squares, mud jacking (raising) of offset squares, and installation of ADA ramps. Revenue collected from residents with mandatory squares goes back to the General Fund.

Project Benefits

Reduces number of trip and fall accidents and assists in defense of claims against the City; keeps the City's sidewalks in good condition per Council Policy #26. Allows city crews to spend time on other repairs.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	175,000	145,854	175,000	175,000	175,000	175,000	875,000
Total	175,000	145,854	175,000	175,000	175,000	175,000	875,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	121,000	105,000	121,000	121,000	121,000	121,000	605,000
Other (escrow from residents)	54,000	40,854	54,000	54,000	54,000	54,000	270,000
Total	175,000	145,854	175,000	175,000	175,000	175,000	875,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-12
Project Name	Alley Restoration
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Capital Improvements and Equipment Fund
Department Public Works
Account(s) 5503026-995200



Description

Repair of failing concrete paved alleys.

Project Benefits

Reduces repairs and liability

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	75,000	78,826	90,000	90,000	90,000	90,000	435,000
Total	75,000	78,826	90,000	90,000	90,000	90,000	435,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	75,000	78,826	90,000	90,000	90,000	90,000	435,000
Total	75,000	78,826	90,000	90,000	90,000	90,000	435,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	TBD
Project Name	Green Alley Pilot Program - Contingency Item
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Capital Improvements and Equipment Fund
Department Public Works
Account(s) 5501021-949500, 5503026-995201



Description

Permeable pavers bonded by concrete strips to create permeability

Project Benefits

Less water in the City sewer system, increased aesthetic value, less grading of alleys and less problems with potholes, dust, and call outs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair*	367,385	47,385	-	320,000	-	-	687,385
Total	367,385	47,385	-	320,000	-	-	687,385

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	367,385	47,385	-	320,000	-	-	687,385
Total	367,385	47,385	-	320,000	-	-	687,385

* FY21 Budget and Forecast include FY20 Carry-Over which is not part of the contingency

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	21-10
Project Name	Service Center Vehicle Hoists
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Capital Improvements and Equipment Fund
Department Public Works
Account(s) 5503062-996300



Description

Repair of failing vehicle hoists in vehicle maintenance area.

Project Benefits

Operable hoists for vehicle maintenance

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	49,326	45,867	-	-	-	-	49,326
Total	49,326	45,867	-	-	-	-	49,326

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	49,326	45,867	-	-	-	-	49,326
Total	49,326	45,867	-	-	-	-	49,326

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	19-04
Project Name	City Hall Life Safety / City Hall Fire Suppression System
Strategic Priority Area	Capital Infrastructure Investments & Improvements / Workforce Development

Funding Sources Capital Improvements and Equipment Fund
Department Administration, Public Works
Account(s) 5501021-990100

Description

City hired FGM Architects in FY18 to do a space needs study. Life safety and police station master plan were presented to Council on 11/13/2017. Numerous projects were approved and initiated in FY19 and into FY20 with more planned in FY21-FY22. In FY20 staff pursued the installation of a fire suppression system. The project was completed in early FY21.

Project Benefits

Improve building safety for employees and residents, increase efficiency and functionality by reconfiguring a seventy year old building to current uses. Improve employee morale and retention by providing proper working environment. Address aging infrastructure. Potential cost savings include efficiency gains (lower turnover, reduced training and onboarding expense, improved employee motivation), reduced liability exposure, and curtailed repair/maintenance due to aging infrastructure.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair*	171,997	172,435	-	-	-	-	171,997
Total	171,997	172,435	-	-	-	-	171,997

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	171,997	172,435	-	-	-	-	171,997
Total	171,997	172,435	-	-	-	-	171,997

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	21-11
Project Name	Fire Extrication Equipment
Strategic Priority Area	Quality Customer Service & Delivery of City Services

Funding Sources Capital Improvements and Equipment Fund, FEMA grant
Department Fire
Account(s) 5502023-990100

Description

The Fire Department relies on hydraulic tools, such as the "Jaws of Life" to perform rescues from severe motor vehicle accidents, or any other emergency that requires specialized extrication. Our current hydraulic equipment will be 20 years old and at the end of its reliable and useful life. We will go to bid to replace this equipment.

Project Benefits

Newer equipment is more powerful and more mobile, which will aid in our rescue capabilities; reduction in repair costs for future years

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	66,999	66,999	-	-	-	-	66,999
Total	66,999	66,999	-	-	-	-	66,999

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	23,909	23,909	-	-	-	-	23,909
Grant/Donation*	43,090	43,090	-	-	-	-	43,090
Total	66,999	66,999	-	-	-	-	66,999

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	CPD003
Project Name	Building Inspector Vehicle CPD003
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department CP&D
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	24,000	-	-	-	24,000
Total	-	-	24,000	-	-	-	24,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	24,000	-	-	-	24,000
Total	-	-	24,000	-	-	-	24,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	CPD004
Project Name	Health Inspector Vehicle CPD004
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department CP&D
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	24,000	-	-	-	24,000
Total	-	-	24,000	-	-	-	24,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	24,000	-	-	-	24,000
Total	-	-	24,000	-	-	-	24,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD201
Project Name	Police Patrol Vehicle PD201
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	44,000	44,000	-	-	-	-	44,000
Total	44,000	44,000	-	-	-	-	44,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	44,000	44,000	-	-	-	-	44,000
Total	44,000	44,000	-	-	-	-	44,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD202
Project Name	Police Patrol Vehicle PD202
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	44,000	44,000	-	-	-	-	44,000
Total	44,000	44,000	-	-	-	-	44,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	44,000	44,000	-	-	-	-	44,000
Total	44,000	44,000	-	-	-	-	44,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD203
Project Name	Police Patrol Vehicle PD203 - Contingency Item
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5511021-949500



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	44,000	-	45,000	-	-	-	89,000
Total	44,000	-	45,000	-	-	-	89,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	44,000	-	45,000	-	-	-	89,000
Total	44,000	-	45,000	-	-	-	89,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD204
Project Name	Police Patrol Vehicle PD204
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	45,000	-	-	-	45,000
Total	-	-	45,000	-	-	-	45,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	45,000	-	-	-	45,000
Total	-	-	45,000	-	-	-	45,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD205
Project Name	Police Patrol Vehicle PD205
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	45,000	-	-	-	45,000
Total	-	-	45,000	-	-	-	45,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	45,000	-	-	-	45,000
Total	-	-	45,000	-	-	-	45,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD206
Project Name	Police Patrol Vehicle PD206
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	45,000	-	-	-	45,000
Total	-	-	45,000	-	-	-	45,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	45,000	-	-	-	45,000
Total	-	-	45,000	-	-	-	45,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD207
Project Name	Police Patrol Vehicle PD207
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	45,000	-	-	-	45,000
Total	-	-	45,000	-	-	-	45,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	45,000	-	-	-	45,000
Total	-	-	45,000	-	-	-	45,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PW1005
Project Name	Grounds Maintenance Vehicle PW1005 - Contingency Item
Startegic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Public Works
Account(s) 5511021-949500

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	85,000	-	-	-	85,000	-	170,000
Total	85,000	-	-	-	85,000	-	170,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	85,000	-	-	-	85,000	-	170,000
Total	85,000	-	-	-	85,000	-	170,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PW001
Project Name	Public Works Administration Vehicle PW001
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Public Works
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	26,000	28,383	-	-	-	-	26,000
Total	26,000	28,383	-	-	-	-	26,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	26,000	28,383	-	-	-	-	26,000
Total	26,000	28,383	-	-	-	-	26,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PW406
Project Name	Snow and Ice Control Vehicle PW406
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Public Works
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	197,397	197,397	-	-	-	-	197,397
Total	197,397	197,397	-	-	-	-	197,397

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	197,397	197,397	-	-	-	-	197,397
Total	197,397	197,397	-	-	-	-	197,397

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PW407
Project Name	Snow and Ice Control Vehicle PW407
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Public Works
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	197,397	197,397	-	-	-	-	197,397
Total	197,397	197,397	-	-	-	-	197,397

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	197,397	197,397	-	-	-	-	197,397
Total	197,397	197,397	-	-	-	-	197,397

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PW1004
Project Name	Street Maintenance Vehicle PW1004
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Public Works
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	8,500	6,608	-	-	-	-	8,500
Total	8,500	6,608	-	-	-	-	8,500

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	8,500	6,608	-	-	-	-	8,500
Total	8,500	6,608	-	-	-	-	8,500

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PW605
Project Name	Water Supply and Treatment Vehicle PW605
Startegic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Public Works
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	230,000	-	-	-	230,000
Total	-	-	230,000	-	-	-	230,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	230,000	-	-	-	230,000
Total	-	-	230,000	-	-	-	230,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	CPD001
Project Name	Building Inspector Vehicle CPD001
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department CP&D
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	22,588	22,074	-	-	-	-	22,588
Total	22,588	22,074	-	-	-	-	22,588

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	22,588	22,074	-	-	-	-	22,588
Total	22,588	22,074	-	-	-	-	22,588

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	CPD002
Project Name	Zoning Inspector Vehicle CPD002
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department CP&D
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	22,588	22,074	-	-	-	-	22,588
Total	22,588	22,074	-	-	-	-	22,588

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	22,588	22,074	-	-	-	-	22,588
Total	22,588	22,074	-	-	-	-	22,588

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	FD400
Project Name	Emergency Response Vehicle FD400
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Fire
Account(s) 5516020-990400



Description

Purchase vehicle (cost includes equipment installation)

Project Benefits

Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	1,136,103	1,136,103	-	-	-	-	1,136,103
Total	1,136,103	1,136,103	-	-	-	-	1,136,103

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	1,136,103	1,136,103	-	-	-	-	1,136,103
Total	1,136,103	1,136,103	-	-	-	-	1,136,103

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	FD002
Project Name	Fire Prevention Vehicle Upfitting FD002
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Fire
Account(s) 5516020-990400

Description
Vehicle upfitting

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	6,385	6,751	-	-	-	-	6,385
Total	6,385	6,751	-	-	-	-	6,385

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	6,385	6,751	-	-	-	-	6,385
Total	6,385	6,751	-	-	-	-	6,385

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD601
Project Name	Community Service Vehicle Upfitting PD601
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5516020-990400

Description
Vehicle upfitting

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	450	1,057	-	-	-	-	450
Total	450	1,057	-	-	-	-	450

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	450	1,057	-	-	-	-	450
Total	450	1,057	-	-	-	-	450

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PD403
Project Name	Police Investigation Vehicle PD403
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Police
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	40,000	37,492	-	-	-	-	40,000
Total	40,000	37,492	-	-	-	-	40,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	40,000	37,492	-	-	-	-	40,000
Total	40,000	37,492	-	-	-	-	40,000

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PW204
Project Name	Grounds Maintenance Vehicle PW204
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Public Works
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	34,628	34,893	-	-	-	-	34,628
Total	34,628	34,893	-	-	-	-	34,628

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	34,628	34,893	-	-	-	-	34,628
Total	34,628	34,893	-	-	-	-	34,628

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	PW604
Project Name	Street Maintenance Vehicle PW604
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Motor Equipment Replacement Fund
Department Public Works
Account(s) 5516020-990400

Description
Purchase vehicle (cost includes equipment installation)

Project Benefits
Efficiency, dependability, safety and reduction in repair costs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	216,574	216,574	-	-	-	-	216,574
Total	216,574	216,574	-	-	-	-	216,574

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	216,574	216,574	-	-	-	-	216,574
Total	216,574	216,574	-	-	-	-	216,574

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	IT21-01
Project Name	City Website Upgrade
Strategic Priority Area	Quality Customer Service & Delivery of City Services

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description

Full web redesign and upgrade of the City Website

Project Benefits

Increase interface efficiency between residents and the City by providing more online interactive forms/applications. Make the City Website compliant with the Americans with Disabilities Act.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	75,000	61,135	-	-	-	-	75,000
Total	75,000	61,135	-	-	-	-	75,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	75,000	61,135	-	-	-	-	75,000
Total	75,000	61,135	-	-	-	-	75,000

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-01
Project Name	Phone System Upgrade
Startegic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description
Upgrade aging phones with new phones with more capabilities

Project Benefits
Improves efficiency and reduces down time

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	14,000	14,000	-	-	28,000
Total	-	-	14,000	14,000	-	-	28,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	14,000	14,000	-	-	28,000
Total	-	-	14,000	14,000	-	-	28,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-02
Project Name	IT Equipment for Public Safety Vehicles
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Police, Fire
Account(s) 5521025-990800

Description

Continuous upgrading of public safety laptops/tablets

Project Benefits

Maintain a capable and current deployment of IT equipment in public safety vehicles. Reduced outages due to system failures, better system performance, manufacturer warranty. Increase in productivity and reliable performance

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	41,003	36,003	2,000	2,000	20,000	2,000	67,003
Total	41,003	36,003	2,000	2,000	20,000	2,000	67,003

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	41,003	36,003	2,000	2,000	20,000	2,000	67,003
Total	41,003	36,003	2,000	2,000	20,000	2,000	67,003

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-03
Project Name	Desktop Infrastructure
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description

Upgrade aging desktops and related components every four years

Project Benefits

Increase productivity, reduce complexity of broadcasting meetings. Projector system that integrates with newer laptops and tablets. Automate streaming of meetings.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	25,000	20,000	39,000	39,000	123,000
Total	-	-	25,000	20,000	39,000	39,000	123,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	25,000	20,000	39,000	39,000	123,000
Total	-	-	25,000	20,000	39,000	39,000	123,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-04
Project Name	Printers (Managed Print Service)
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description

Consolidate all purchasing of printer hardware/leases through a vendor that offers support and toner for equipment.

Project Benefits

Reduces printer sprawl and monthly support costs of all printing equipment.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Construction/Repair	15,170	25,550	16,000	24,000	24,000	24,000	103,170
Total	15,170	25,550	16,000	24,000	24,000	24,000	103,170

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	15,170	25,550	16,000	24,000	24,000	24,000	103,170
Total	15,170	25,550	16,000	24,000	24,000	24,000	103,170

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-05
Project Name	Network Software and Licensing
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description

Upgrades of software and licenses

Project Benefits

Increased efficiencies

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	10,000	10,000	6,700	10,000	10,000	10,000	46,700
Total	10,000	10,000	6,700	10,000	10,000	10,000	46,700

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	10,000	10,000	6,700	10,000	10,000	10,000	46,700
Total	10,000	10,000	6,700	10,000	10,000	10,000	46,700

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	TBD
Project Name	Printers (Replacements) - Contingency Item
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521021-949500

Description

Multiple printers are approaching or exceeding their life expectancy on print counts and should be replaced

Project Benefits

Reduced calls to support staff and faster print jobs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	15,000	-	-	-	-	-	15,000
Total	15,000	-	-	-	-	-	15,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	15,000	-	-	-	-	-	15,000
Total	15,000	-	-	-	-	-	15,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-06
Project Name	Uninterruptible Power Supply System
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description

Annual maintenance of existing UPS

Project Benefits

Continued use of the power supply system for the City Hall Data Center

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	2,000	1,074	1,500	1,500	1,500	1,500	8,000
Total	2,000	1,074	1,500	1,500	1,500	1,500	8,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	2,000	1,074	1,500	1,500	1,500	1,500	8,000
Total	2,000	1,074	1,500	1,500	1,500	1,500	8,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	IT21-8
Project Name	Backup
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description

Add additional capacity to backup solution by upgrading appliance model.

Project Benefits

Backup data has grown larger more quickly due to new services and moves to go paperless. Project supports migration to reduced paper/supply expense. Additional storage space required to maintain growing systems

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	40,000	40,000	-	120,000	-	-	160,000
Total	40,000	40,000	-	120,000	-	-	160,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	40,000	40,000	-	120,000	-	-	160,000
Total	40,000	40,000	-	120,000	-	-	160,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	IT21-9
Project Name	Security Audit
Strategic Priority Area	Financial Stability & Management

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description
Do a full internal and external Security Audit

Project Benefits
Correct any gaps and make improvements based on recommendations from audit

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Consulting	20,000	20,000	-	20,000	20,000	20,000	80,000
Total	20,000	20,000	-	20,000	20,000	20,000	80,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	20,000	20,000	-	20,000	20,000	20,000	80,000
Total	20,000	20,000	-	20,000	20,000	20,000	80,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-07
Project Name	Email Security
Strategic Priority Area	Technology Enhancements, Use & Effectiveness / Workforce Development

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description

Add a multi tiered security solution for cloud email

Project Benefits

Advanced security solution for email including user training modules to increase awareness on phishing attacks

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	22,000	22,000	6,500	10,000	10,000	10,000	58,500
Total	22,000	22,000	6,500	10,000	10,000	10,000	58,500

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	22,000	22,000	6,500	10,000	10,000	10,000	58,500
Total	22,000	22,000	6,500	10,000	10,000	10,000	58,500

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	IT21-11
Project Name	Scanners for Munis Finance Tyler Content Management (TCM)
Strategic Priority Area	Technology Enhancements, Use & Effectiveness / Workforce Development / Financial Stability & Management

Funding Sources Technology Replacement Fund
Department Finance
Account(s) 5521025-990800

Description

Purchase scanners to utilize Munis (TCM) for finance applications

Project Benefits

This equipment will allow for financial documents to be saved electronically.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	2,600	2,600	-	-	2,600	-	5,200
Total	2,600	2,600	-	-	2,600	-	5,200

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	2,600	2,600	-	-	2,600	-	5,200
Total	2,600	2,600	-	-	2,600	-	5,200

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-08
Project Name	WIFI Upgrade
Startegic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description
Upgrade existing WIFI system

Project Benefits
Upgrade will allow us to have a WIFI system that is supported by the manufacturer to ensure reliable wireless service.

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	-	35,000	-	-	-	35,000
Total	-	-	35,000	-	-	-	35,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	-	35,000	-	-	-	35,000
Total	-	-	35,000	-	-	-	35,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	S21-IT-09
Project Name	Barracuda Annual Storage Support
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description
Cloud backup storage support

Project Benefits
Reduce the cost of storage for backups while creating redundancies and keeping data offsite in case of a disaster

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	-	6,189	4,126	6,200	6,200	6,200	22,726
Total	-	6,189	4,126	6,200	6,200	6,200	22,726

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	-	6,189	4,126	6,200	6,200	6,200	22,726
Total	-	6,189	4,126	6,200	6,200	6,200	22,726

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	IT21-2
Project Name	Storage Area Network
Strategic Priority Area	Technology Enhancements, Use & Effectiveness

Funding Sources Technology Replacement Fund
Department Information Technology
Account(s) 5521025-990800

Description
Purchase new controller cards for existing Storage Area Network (SAN) and extend support to 3 years

Project Benefits
Extend life for existing SAN, reducing total cost

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment*	10,000	10,000	-	-	-	-	10,000
Total	10,000	10,000	-	-	-	-	10,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue*	10,000	10,000	-	-	-	-	10,000
Total	10,000	10,000	-	-	-	-	10,000

* FY21 Budget and Forecast include FY20 Carry-Over

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	TBD
Project Name	Green Alley Pilot Program
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Special Service Area Fund 6104
Department Public Works
Account(s) 61043026-995201



Description

Permeable pavers bonded by concrete strips to create permeability

Project Benefits

Less water in the city sewer system, increased aesthetic value, less dust and potholes, less grading of alleys and call outs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	200,000	-	-	200,000	-	-	400,000
Total	200,000	-	-	200,000	-	-	400,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	200,000	-	-	200,000	-	-	400,000
Total	200,000	-	-	200,000	-	-	400,000

Capital Improvement Plan

FY2021 - CY2024

City of Park Ridge

Project #	TBD
Project Name	Green Alley Pilot Program
Strategic Priority Area	Capital Infrastructure Investments & Improvements

Funding Sources Special Service Area Fund 6105
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Permeable pavers bonded by concrete strips to create permeability

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Less water in the city sewer system, increased aesthetic value, less dust and potholes, less grading of alleys and call outs

Cost Element(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Vehicle/Equipment	200,000	-	-	200,000	-	-	400,000
Total	200,000	-	-	200,000	-	-	400,000

Funding Method(s)	FY21 Budget	FY21 Forecast	SY21 Budget	2022 Budget	2023 Budget	2024 Budget	Budget Total
Operating Revenue	200,000	-	-	200,000	-	-	400,000
Total	200,000	-	-	200,000	-	-	400,000

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Appendix

Interfund Transfers: FY21 & SY21 Budgets

Fund #	Object #	Fund	FY21 In	FY21 Out	SY21 In	SY21 Out	Reason for Transfer
100	880600	General Fund	\$ 1,370,926		\$ 1,076,000		Overhead contributions from proprietary funds.
501-3027	949300	Parking Fund		\$ (53,628)		\$ -	Overhead contributions from proprietary funds.
502-3051	949300	Water Fund		\$ (1,113,457)		\$ (863,000)	Overhead contributions from proprietary funds.
503-3031	949300	Sewer Fund		\$ (203,841)		\$ (213,000)	Overhead contributions from proprietary funds.
206	880XXX	IMRF Fund	\$ 107,237		\$ 69,737		IMRF contributions from proprietary funds.
501-3027	949300	Parking Fund		\$ (12,900)		\$ -	IMRF contributions from proprietary funds.
502-3051	949300	Water Fund		\$ (62,464)		\$ (46,182)	IMRF contributions from proprietary funds.
503-3031	949300	Sewer Fund		\$ (31,873)		\$ (23,555)	IMRF contributions from proprietary funds.
207	880XXX	FICA Fund	\$ 92,906		\$ 63,138		FICA contributions from proprietary funds.
501-3027	949300	Parking Fund		\$ (11,176)		\$ -	FICA contributions from proprietary funds.
502-3051	949300	Water Fund		\$ (54,117)		\$ (41,813)	FICA contributions from proprietary funds.
503-3031	949300	Sewer Fund		\$ (27,613)		\$ (21,325)	FICA contributions from proprietary funds.
313	881100	2015A Debt Fund	\$ 878,868		\$ 1,105,000		Debt Fund contributions from Uptown TIF.
315	880808	2016 Debt Fund	\$ 2,046,034		\$ 1,838,059		Debt Fund contributions from Uptown TIF.
204-1027	949300	Uptown TIF		\$ (2,924,902)		\$ (2,943,059)	Debt Fund contributions from Uptown TIF.
501	875500	Parking			\$ 150,000		Parking Fund contribution from General Fund.
100-1021	949300	General Fund				\$ (150,000)	Parking Fund contribution from General Fund.
501	875500	Parking			\$ 360,000		Parking Fund contribution from Uptown TIF.
204-1027	949300	Uptown TIF				\$ (360,000)	Parking Fund contribution from Uptown TIF.
550	881100	Capital Imp & Eqp Fund	\$ 1,216,501		\$ 695,000		Capital Improvement & Equipment Funding
100-1021	949300	General Fund		\$ (1,216,501)		\$ (695,000)	Capital Improvement & Equipment Funding
551	881100	Motor Equip Repl Fund	\$ 422,700		\$ 500,000		Motor Equipment Replacement Funding.
100-1021	949300	General Fund		\$ (295,200)		\$ (410,000)	Motor Equipment Replacement Funding.
502-3051	990400	Water Fund		\$ (106,250)		\$ (53,333)	Motor Equipment Replacement Funding.
503-3031	990400	Sewer Fund		\$ (21,250)		\$ (36,667)	Motor Equipment Replacement Funding.
552	881100	IT Replacement Fund	\$ 50,000		\$ -		Information Technology Replacement Funding.
100-1021	990800	General Fund		\$ -		\$ -	Information Technology Replacement Funding.
502-3051	949300	Water Fund		\$ (25,000)		\$ -	Information Technology Replacement Funding.
503-3031	949300	Sewer Fund		\$ (25,000)		\$ -	Information Technology Replacement Funding.
554	876001	Employee Benefits Fund	\$ 3,408,462		\$ 2,000,000		Employee Benefits Funding
100-1024	92100X	General Fund		\$ (2,814,488)		\$ (1,697,794)	Employee Benefits Funding
100-2011	921011	General Fund		\$ (29,000)		\$ (17,600)	Employee Benefits Funding
100-2021	921011	General Fund		\$ (35,190)		\$ (23,500)	Employee Benefits Funding
201-5011	92100X	Library		\$ (331,116)		\$ (151,705)	Employee Benefits Funding
208-3043	92100X	Municipal Waste Fund		\$ (8,277)		\$ (4,440)	Employee Benefits Funding
501-3027	92100X	Parking Fund		\$ (23,178)		\$ -	Employee Benefits Funding
502-3051	92100X	Water Fund		\$ (110,924)		\$ (67,690)	Employee Benefits Funding
503-3031	92100X	Sewer Fund		\$ (56,289)		\$ (37,271)	Employee Benefits Funding
201	881100	Library	\$ 156,716		\$ -		Library Technology replacement.
553-5011	949300	Library Tech Replacement		\$ (156,716)		\$ -	Library Technology replacement.
Totals			\$ 9,750,350	\$ (9,750,350)	\$ 7,856,934	\$ (7,856,934)	

SY21 SHARED SERVICES

		Total Cost	Basis for Allocation	General	Water	Sewer	Total
City Administration	Description		Fund Expenditure Budget	\$ 23,601,310	\$ 7,622,232	\$ 1,570,892	\$ 32,794,434
				72.0%	23.2%	4.8%	100%
City Manager	Staff	\$ 125,465	SY21 Budget	\$ 90,294	\$ 29,161	\$ 6,010	\$ 125,465
50% Admin Svc Manager	Staff	\$ 39,198	SY21 Budget	\$ 28,209	\$ 9,110	\$ 1,878	\$ 39,197
Deputy City Clerk	Staff	\$ 38,148	SY21 Budget	\$ 27,454	\$ 8,867	\$ 1,827	\$ 38,148
Sr. Admin.	Staff	\$ 34,340	SY21 Budget	\$ 24,714	\$ 7,981	\$ 1,645	\$ 34,340
City Council	City Council and City Clerk	\$ 19,600	SY21 Budget	\$ 14,106	\$ 4,556	\$ 939	\$ 19,600
	Total	\$ 256,751		\$ 184,776	\$ 59,675	\$ 12,299	\$ 256,750

City Wide Costs	Description		Fund Expenditure Budget	\$ 23,601,310	\$ 7,622,232	\$ 1,570,892	\$ 32,794,434
				72.0%	23.2%	4.8%	100%
Insurance	GL Insurance	\$ 466,500	SY21 Budget	\$ 335,728	\$ 108,426	\$ 22,346	\$ 466,500
General Counsel	City Attorneys	\$ 153,600	SY21 Budget	\$ 110,542	\$ 35,700	\$ 7,358	\$ 153,600
Unemployment	Claims + TPA	\$ 5,000	SY21 Budget	\$ 3,598	\$ 1,162	\$ 240	\$ 5,000
Audit	and related Costs	\$ 40,800	SY21 Budget	\$ 29,363	\$ 9,483	\$ 1,954	\$ 40,800
	Total	\$ 665,900		\$ 479,231	\$ 154,772	\$ 31,897	\$ 665,900

Human Resources/Payroll	Description		Allocated Headcount	217	10	4	231
				93.8%	4.3%	1.9%	100%
50% Admin Svc Manager	Staff	\$ 39,198	SY21 Budget	\$ 36,754	\$ 1,697	\$ 747	\$ 39,198
HR Generalist	Staff	\$ 54,400	SY21 Budget	\$ 51,009	\$ 2,355	\$ 1,036	\$ 54,400
HR Specialist	Staff	\$ 40,800	SY21 Budget	\$ 38,257	\$ 1,766	\$ 777	\$ 40,800
Payroll Specialist	Staff	\$ 39,197	SY21 Budget	\$ 36,754	\$ 1,697	\$ 747	\$ 39,197
Labor Counsel	Labor Legal	\$ 42,000	SY21 Budget	\$ 39,382	\$ 1,818	\$ 800	\$ 42,000
Payroll Processing	External Payroll Vendor	\$ 86,000	SY21 Budget	\$ 80,639	\$ 3,723	\$ 1,638	\$ 86,000
Workers Compensation Insurance	Insurance	\$ 400,000	SY21 Budget	\$ 375,065	\$ 17,316	\$ 7,619	\$ 400,000
	Total	\$ 701,595		\$ 657,859	\$ 30,372	\$ 13,364	\$ 701,595

Information Technology	Description		Allocated Headcount	217	10	4	231
				93.8%	4.3%	1.9%	100%
Prescient Solutions	Outsourced IT	\$ 188,000	SY21 Budget	\$ 176,281	\$ 8,139	\$ 3,581	\$ 188,000
Material & Contracting	External Vendors	\$ 249,500	SY21 Budget	\$ 233,947	\$ 10,801	\$ 4,752	\$ 249,500
	Total	\$ 437,500		\$ 410,227	\$ 18,939	\$ 8,333	\$ 437,500

Accounts Payable	Description		AP Transaction Count FY20	6,189	666	346	7,201
				85.9%	9.2%	4.8%	100%
Fiscal Tech Accts Payable	Staff	\$ 32,489	SY21 Budget	\$ 27,923	\$ 3,005	\$ 1,561	\$ 32,489
	Total	\$ 32,489		\$ 27,923	\$ 3,005	\$ 1,561	\$ 32,489

Cashier	Description		Receipt Transaction Count	84,526	73,265	73,265	231,056
				36.6%	31.7%	31.7%	100%
Fiscal Tech Supervisor	Staff	\$ 40,051	SY21 Budget	\$ 14,652	\$ 12,700	\$ 12,700	\$ 40,051
Fiscal Tech Cashier (2.0)	Staff	\$ 63,258	SY21 Budget	\$ 23,141	\$ 20,058	\$ 20,058	\$ 63,258
	Total	\$ 103,309		\$ 37,793	\$ 32,758	\$ 32,758	\$ 103,309

Finance Administration	Description		Fund Expenditure Budget	\$ 23,601,310	\$ 7,622,232	\$ 1,570,892	\$ 32,794,434
				72.0%	23.2%	4.8%	100%
Finance Director	Staff	\$ 95,134	SY21 Budget	\$ 68,465	\$ 22,111	\$ 4,557	\$ 95,134
Asst. Finance Director	Staff	\$ 73,121	SY21 Budget	\$ 52,623	\$ 16,995	\$ 3,503	\$ 73,121
Sr. Accountant	Staff	\$ 49,502	SY21 Budget	\$ 35,625	\$ 11,505	\$ 2,371	\$ 49,502
Financial Specialist	Staff	\$ 38,635	SY21 Budget	\$ 27,805	\$ 8,980	\$ 1,851	\$ 38,635
Procurement Officer	Staff	\$ 48,591	SY21 Budget	\$ 34,970	\$ 11,294	\$ 2,328	\$ 48,591
Sr. Admin. Assistant	Staff	\$ 35,646	SY21 Budget	\$ 25,654	\$ 8,285	\$ 1,707	\$ 35,646
	Total	\$ 340,629		\$ 245,142	\$ 79,171	\$ 16,317	\$ 340,629

Finance Software	Description		Fund Expenditure Budget	\$ 23,601,310	\$ 7,622,232	\$ 1,570,892	\$ 32,794,434
				72.0%	23.2%	4.8%	100%
MUNIS	Acctg. Software	\$ 57,500	SY21 Budget	\$ 41,381	\$ 13,364	\$ 2,754	\$ 57,500
	Total	\$ 57,500		\$ 41,381	\$ 13,364	\$ 2,754	\$ 57,500

SY21 SHARED SERVICES

		Total Cost	Basis for Allocation	General	Water	Sewer	Total					
FY20 General Fund P.W. (excl. Admin., Eng., Veh.) Water, Sewer,												
PW Admin. & Eng.	Description		Parking	\$	2,397,001	\$	7,622,232	\$	1,570,892	\$	11,590,125	
				20.7%		65.8%		13.6%		100%		
Director	Staff	\$	107,137	SY21 Budget	\$	22,157	\$	70,459	\$	14,521	\$	107,137
Asst to Director	Staff	\$	38,242	SY21 Budget	\$	7,909	\$	25,150	\$	5,183	\$	38,242
City Engineer	Staff	\$	83,601	SY21 Budget	\$	17,290	\$	54,980	\$	11,331	\$	83,601
Public Works Superintendent	Staff	\$	77,220	SY21 Budget	\$	63,843	\$	11,553	\$	1,824	\$	77,220
Admin Assistants (2.5)	Staff	\$	80,550	SY21 Budget	\$	16,659	\$	52,974	\$	10,918	\$	80,550
Civil Engineer (2.0)	Staff	\$	102,676	SY21 Budget	\$	21,235	\$	67,525	\$	13,916	\$	102,676
Engineering Tech	Staff	\$	40,967	SY21 Budget	\$	8,473	\$	26,942	\$	5,553	\$	40,967
City Hall	Maintenance & Materials	\$	159,000	SY21 Budget	\$	32,883	\$	104,566	\$	21,550	\$	159,000
Total		\$	689,393		\$	190,449	\$	414,147	\$	84,796	\$	689,393

Fleet Maintenance	Description	Vehicle/Equipment Count		105	19	3	127					
				82.7%	15.0%	2.4%	100%					
Public Works Fleet Manager	Staff	\$	64,855	SY21 Budget	\$	53,620	\$	9,703	\$	1,532	\$	64,855
Vehicle Maint. Supervisor	Staff	\$	57,499	SY21 Budget	\$	47,539	\$	8,602	\$	1,358	\$	57,499
Mechanics (3.0)	Staff	\$	177,469	SY21 Budget	\$	146,726	\$	26,550	\$	4,192	\$	177,469
Fuel Costs	Fuel purchases	\$	75,000	SY21 Budget	\$	62,008	\$	11,220	\$	1,772	\$	75,000
	Total	\$	374,823		\$	309,893	\$	56,076	\$	8,854	\$	374,823

Grand Total	\$	3,659,888	Total by Fund:	\$	2,584,675	\$	862,279	\$	212,933	\$	3,659,888
			% of Grand Total		70.6%		23.6%		5.8%		100.0%