

POLICE DEPARTMENT

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MISSION STATEMENT

The overall mission of the Police Department is to be the catalyst in reducing the frequency and severity of external harm to all persons and property; to quickly render hazardous situations safe; to rescue the endangered; to help people live harmoniously; to maintain an atmosphere of personal security; to identify and utilize community resources to solve criminal and social problems; and to provide services in a fair and equitable manner.

Emergency 911: To provide for continuous emergency 9-1-1 police and fire computer aided dispatching; to constantly monitor all radio transmissions; to provide medical, pre-arrival instructions in life threatening situations; and to record pertinent computerized incident information.

Police Administration and Support: To assist in the planning and management of the primary program areas of Communications, Crime Prevention, Investigation, Patrol, Youth and Social Services; managing parking and animal control efforts; providing accurate record keeping; collecting and analyzing crime data; coordinating training programs; and ensuring accredited status is maintained.

Investigation: To conduct follow-up and department initiated criminal investigations; to investigate incidents of vice activities and illicit drug and alcohol use and sales. To investigate, control and reduce juvenile related criminal and status offenses; assist juveniles and adults in adapting and relating to community, school, and family issues; to provide interaction in the high school environment through the School Resource Officer program.

Communications: To provide an emergency back-up location for the Emergency Communications Center. To provide emergency contacts for call out of off-duty personnel for all City services; manage 24-hour/7 days a week police reception desk to act as an information source for citizen inquiries regarding all City services.

Patrol: To provide immediate response and professional service to the community for emergencies and other matters of concern; to deter crime, reduce and investigate traffic crashes and obtain compliance with State Laws and City Ordinances through education, enforcement, and prevention; and participate in problem solving through community policing techniques.

Crime Prevention: To recognize and evaluate crime opportunities in the community; to initiate police action and enlist citizen/community involvement to reduce or eliminate those risks. To educate the public on safety issues and crime prevention techniques.

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POLICE DEPARTMENT

BUDGET SUMMARY

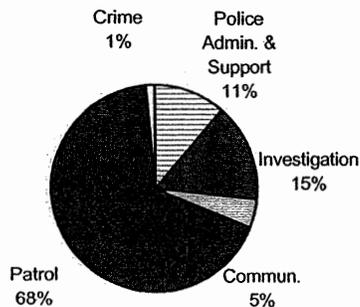
NOTES

Overview:
The 08/09 budget for the Police Dept. is \$10,543,400. This represents 20% of the total City budget and an 8% increase from last year's budget.

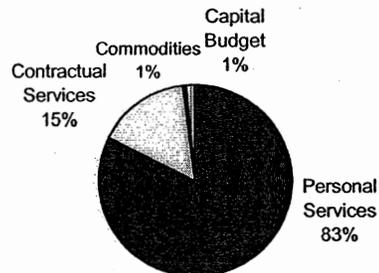
Public Safety Committee:
The Public Safety Committee considers policy matters regarding expenditures and levels of service provided by the Police Dept.

	06/07	07/08	07/08	08/09	Percent Change	09/10
	Actual	Budget	Estimated	Budget	From Budget	Estimate
PROGRAMS						
Emergency 911	963,127	1,086,200	1,082,700	1,195,100	10%	1,198,700
Police Admin. & Support	923,868	949,900	1,167,800	1,054,000	11%	1,054,500
Investigation	1,187,121	1,348,000	1,225,700	1,428,800	6%	1,492,500
Communications	364,462	407,600	362,500	422,400	4%	432,900
Patrol	5,396,049	5,865,600	5,731,000	6,321,000	8%	6,705,100
Crime Prevention	109,482	111,300	108,600	122,100	10%	129,300
Total	8,944,108	9,768,600	9,678,300	10,543,400	8%	11,013,000
EXPENDITURE CLASSIFICATION						
Personal Services *	7,364,430	8,019,100	7,933,500	8,701,200	9%	9,063,200
Contractual Services	1,389,470	1,535,000	1,518,000	1,623,700	6%	1,636,900
Commodities	63,909	58,800	71,100	61,900	5%	68,700
Fixed Assets	-	-	-	-	-	-
Operating Budget Total	8,817,808	9,612,900	9,522,600	10,386,800	8%	10,768,800
Debt Service	-	-	-	-	-	-
Capital Budget	126,300	155,700	155,700	156,600	1%	244,200
Expenditure Total	8,944,108	9,768,600	9,678,300	10,543,400	8%	11,013,000
SOURCE OF FUNDS						
General Fund	7,783,851	8,466,800	8,380,000	9,136,000	8%	9,594,400
Emergency 911 Fund	963,127	1,086,200	1,082,700	1,195,100	10%	1,198,700
Ill. Mun. Retirement Fund	197,130	215,600	215,600	212,300	-2%	219,900
Source of Funds Total	8,944,108	9,768,600	9,678,300	10,543,400	8%	11,013,000
* Regular Salaries	5,291,700	5,640,600	5,510,400	5,825,700	3%	6,102,400
Other Personal Services	2,072,730	2,378,500	2,423,100	2,875,500	21%	2,960,800

**PROGRAMS
08/09 BUDGET**



**EXPENDITURE CLASSIFICATION
08/09 BUDGET**



POLICE DEPARTMENT**POLICE DEPARTMENT STAFF**

	07/08	08/09	09/10
<i>By Position:</i>	<i>FTE</i>	<i>FTE</i>	<i>FTE</i>
Police Chief	1.00	1.00	1.00
Deputy Chief	1.00	1.00	1.00
Clerk II-Part Time	2.00	2.00	2.00
Community Service Officers	9.90	9.00	9.00
Crossing Guards	6.04	7.48	7.48
Police Desk Attendants-Part Time	1.50	1.50	1.50
Patrol Officers	32.00	32.00	32.00
Patrol Officers - Investigators	6.00	6.00	6.00
Patrol Officers - Tactical Unit	2.00	2.00	2.00
Patrol Officers - Traffic	4.00	4.00	4.00
Patrol Officers - High Schools	2.00	2.00	2.00
Police Commanders	4.00	4.00	4.00
Police Lieutenants	4.00	4.00	4.00
Police Sergeants	4.00	4.00	4.00
Records Supervisor	1.00	1.00	1.00
Administrative Assistants	2.00	2.00	2.00
Social Worker-Part Time	0.50	0.50	0.50
Total Police	82.94	83.48	83.48

Salary Expense:

Regular salaries in the Police department are expected to increase to \$5,825,700 for fiscal year 2008/09.

Staffing Changes:

In 2007/08, one Patrol Officer was deployed to Afghanistan for a period of at least 1 year. In addition, one Sergeant, one full-time Community Service Supervisor and one Patrol Officer retired from service. Two new Patrol Officers were hired to replenish staffing levels. The Community Service Supervisor position was eliminated as part of the early retirement program. Five part-time Crossing Guard positions were added; School District 64 is paying for 50% of the cost of these new Crossing Guards.

Performance Measurements

Mission: Provide a safe and secure environment to live and work in. Enhance partnership with the community to reduce the opportunity for crime. Provide the most effective and efficient service to all.

Objectives: Strengthen community policing initiatives to resolve neighborhood concerns.
 Provide traffic safety programs and enhanced enforcement throughout the community.
 Train personnel to respond appropriately to special threat situations.
 Direct the Tactical Unit to focus enforcement efforts on drug and gang related activity.

	2004/05	2005/06	2006/07	2007/08	2008/09 est.
<u>Output Measures:</u>					
<u>Patrol & Community Service:</u>					
Calls for Service	24,800	23,331	23,311	23,629	24,000
Traffic Citations Issued	9,857	13,427	10,608	8,617	10,000
Parking Citations Issued (Patrol, CSO, PEO)	10,963	11,101	11,656	7,178	11,000
Compliance/Local Ordinance Citations	984	1,361	1,985	2,336	2,000
Training Hours	8,340	5,783	5,146	3,587	3,600
<u>Crime Prevention:</u>					
Community Relations and Traffic Safety Programs Provided to Public (hours)	1,260	1,245	1,043	575*	1,000
<u>Efficiency Measures:</u>					
Average traffic citations issued per patrol and traffic officer	299	420	342	287	300
Average parking citations issued per officer (non-sworn and sworn)	275	285	277	199	200
<u>Effectiveness Measures:</u>					
Part I (homicide, sexual assault, aggravated battery & assault, burglary, theft, automobile theft, arson and robbery) crimes	641	575	642	580	550
Part II crimes	2,120	1,715	1,486	1,511	1,500
<u>Ancillary Outcome Measures:</u>					
Workers compensation injuries (cal yr)	15	7	6	6	0
Workdays lost	486 hours	736 hours	25 days	216 days	0
Vehicular accidents	11	12	16	14	0
<u>Efficiency Measure:</u>					
Departmental budget per capita	\$211.93	\$225.36	\$236.77	\$256.21	\$279.11

* Two officers were disabled and therefore two officers were reallocated to patrol.

Commentary

There continues to be strong concerns for traffic safety. Staffing was affected by attrition during the year. Due to this attrition, the unit operated short two officers for the majority of the 2007/08 fiscal year. Several officers were off on FMLA leave and suffered extended workers compensation injuries. The department has concentrated its efforts to reduce traffic crashes and serious moving violations. There is an efficient process utilized for recurring problem areas that require selective enforcement.

Community/problem-oriented policing efforts continue to be a priority in resolving neighborhood concerns as quickly as possible.

The two-officer Tactical Unit works closely with both the Patrol and Investigations divisions. Their efforts are focused primarily on illegal drug use and sales as well as gang activity. The unit is designed to be adaptable to the needs of the community and the department.

The department added a second speed trailer to the fleet to supplement officers' efforts. The purchase was partially funded with a grant.

POLICE DEPARTMENT**OVERALL ACCOMPLISHMENTS AND OBJECTIVES****GENERAL SUMMARY****GOAL – Maintain comprehensive traffic enforcement program****2007/08 Accomplishments:**

- Remain cognizant of traffic concerns throughout the City.
- Maintain focus on enforcement for neighborhood traffic concerns.
- Continue participation in City traffic safety committee w/engineering and fire departments.
- Provide new patrol officers with necessary training to detect impaired drivers and prosecute violators.
- Investigate the use of red light enforcement cameras.

2008/09 Objectives:

- Fully staff the traffic section (4 full time patrol officers)
- Enhance the selective enforcement program using new methods, such as signage indicating slow down zone, deployment of speed trailers, etc.
- Enhance our public information campaign regarding traffic safety, such as leaflets at fast food restaurants, special events and participating in more instruction at driving schools.
- Work closely with Public Works department to devise long-term strategies to identify traffic safety improvements.
- Continue to work closely with the school districts to improve traffic safety concerns near each school.

GOAL – Enhance or expand community policing and community relations efforts**2007/08 Accomplishments:**

- Maintain partnership with elementary and high school districts to ensure optimum safety and security
- Increase membership of Citizens Patrol.
- Expand role of Explorer Post members to become involved in more community events.
- Promote strong citizen/police relationship through effective community policing efforts.
- Research possibility of creating a citizens police academy to further enhance citizen/police relationship and understanding of police operations.
- Increase involvement in teen-related community events.
- Coordinate 3rd annual National Night Out event.

2008/09 Objectives:

- Continue teaching safety/health curriculum in District 64 schools.
- Add members to Law Enforcement Explorer Post by active recruiting in high schools.
- Seek opportunities for positive interaction with the community, i.e. Farmer's Market, Coffee with the Cops, etc.
- Revise and implement new R.U. OK Program.
- Host the 4th annual National Night Out.
- Conduct two Citizens Police Academy sessions.
- Maintain/expand relationship with Park Ridge Youth Commission and TOFYS by planning, coordinating and participating in a minimum of four youth related events.
- Participate in the Park Ridge-Niles School District 64 Traffic Safety Committee.

POLICE DEPARTMENT
OVERALL ACCOMPLISHMENTS AND OBJECTIVES
GENERAL SUMMARY

GOAL – Improve overall operational effectiveness

2007/08 Accomplishments:

- Contribute to course development at the Northern Illinois Public Safety Training Academy training center (NIPSTA).
- Strengthen partnerships with schools at all levels.
- Maintain involvement in NIPAS EST, Mobile Field Force and MCAT.
- Expand training relating to GIS mapping system for public safety applications.
- Maintain high level of quality training in-house with NIPSTA and North East Multi-Regional Training courses.
- Increase firearm and less-lethal firearm training and qualifications.

2008/09 Objectives:

- Maintain involvement in NIPAS, EST, Mobile Field Force and MCAT.
- Further research possibility of incorporating tickets and warrants into the RMS.
- Consider consolidating multiple systems and databases into a single RMS system that would be available & accessible to all police personnel.
- Increase staffing of Major Crash Unit and provide training for state and national certifications.
- Explore the installation of separate T1 line as recommended by the Information Technology department for Iwin applications.

GOAL – Achieve state of the art in facilities and equipment.

2007/08 Accomplishments:

- Maintain evidence technician program with current training and proper supplies.
- Explore options to further construction of new, more efficient police facility.
- Investigate in-car reporting system.
- Participate in development of new squad car computer software w/Motorola.
- Investigate video link between local banks and squads.
- Purchase and deploy electronic parking ticket system.
- The Investigations Division was awarded a \$44,000 grant to purchase a vehicle tracking system.

2008/09 Objectives:

- Update City Hall, Police Department Video Camera System.
- Relocate back-up radio transmitter/receiver to Public Works Service Center.
- Improve and expand the capabilities of the BEAST system to incorporate the use of barcodes for inventory of property.
- Update Property Room entry alarm system.
- Fully integrate the digital photography system into our Evidence Technician Program.
- Explore the feasibility of the M-4 weapon system for Patrol Division use.

**POLICE DEPARTMENT
EMERGENCY 911**

NOTES					%		
	06/07	07/08	07/08 Est.	08/09	Chng Frm Bud	09/10 Estimate	
ANI/ALI Fees: Auto. No. ID/Auto. Location ID fees. City prepaid \$158,000 for 11/01/07 – 10/31/12. Gen. Contract: The PR Portion of the North Suburban Emergency Communication Center. Computer Equip.: Contribution to Computer Repl Fd see p. 278.	Contractual Services						
	2202013941500 ANI/ALI Fees	34,870	36,700	33,200	31,600	-14%	31,600
	2202013948500 Gen. Contract. Svcs.	914,257	1,039,000	1,039,000	1,153,000	11%	1,153,000
	Contractual Services Total	949,127	1,075,700	1,072,200	1,184,600	10%	1,184,600
	Capital						
	2202013990800 Computer Equipment	14,000	10,500	10,500	10,500	0%	14,100
	Capital Budget Total	14,000	10,500	10,500	10,500	0%	14,100
	Emergency 911 Total	963,127	1,086,200	1,082,700	1,195,100	10%	1,198,700

Ongoing Program:

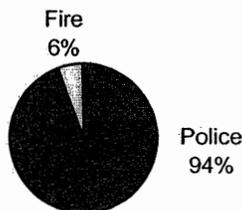
Emergency Communications is charged with the responsibility of receiving calls for police fire and emergency medical services through the 911 system, radio, alarm circuitry and other telephone lines. Communications personnel dispatch the necessary equipment and manpower to handle emergencies for the incorporated areas of Park Ridge, Des Plaines, Niles and Morton Grove. When callers dial 911 to report an emergency, the system provides the life and property saving features of Automatic Number Identification (ANI) and Automatic Location Identification (ALI) and Selective Routing (SR.). With ANI, ALI and SR, information concerning the caller's location, phone number and other essential facts are instantaneously displayed on a screen when the call is received in the Communications Center, assuring an emergency response even if the caller is unable to communicate his location or problem. Emergency Communications personnel utilize 22 separate emergency and non-emergency radio frequencies, linking the Police and Fire Departments with each other, surrounding communities and area wide mutual support in the event of major disasters. The system also links the Center with both state and federal agencies such as Cook County Sheriff, Illinois State Police and the Federal Bureau of Investigation.

Total Incidents by Type:

As of December 31, 2007:

Police	204,656
Fire	12,209
Total	216,865

Police / Fire

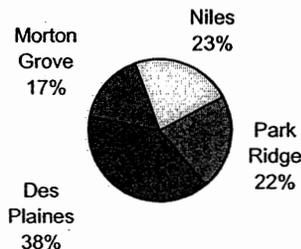


Total Incidents by Jurisdiction:

As of December 31, 2007:

Des Plaines	84,639
Morton Grove	36,085
Niles	49,139
Park Ridge	47,002
Total	216,865

Total Incidents by Jurisdiction

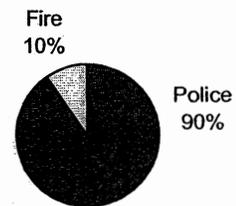


Total Park Ridge Incidents by Type:

As of December 31, 2007:

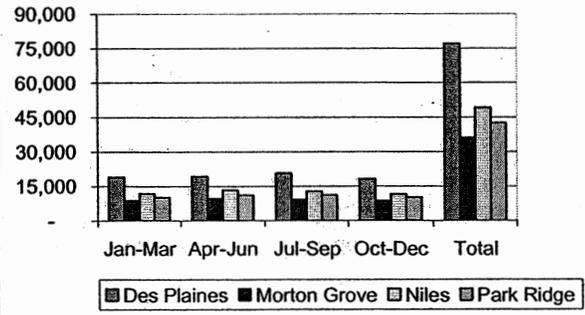
Police	42,441
Fire	4,561
Total	47,002

Park Ridge Police/Fire



**POLICE DEPARTMENT
EMERGENCY 911**

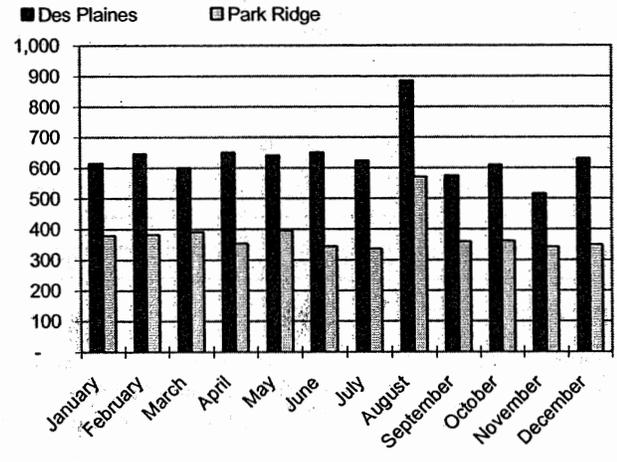
Police Calls



Police Calls by Quarter

	Des Plaines	Morton Grove	Niles	Park Ridge
Jan-Mar	18,960	8,748	11,734	10,101
Apr-Jun	19,250	9,550	13,278	11,149
Jul-Sep	20,626	9,201	12,657	11,057
Oct-Dec	18,155	8,586	11,470	10,134
Total	76,991	36,085	49,139	42,441

Fire Calls



Fire Calls by Month

	Des Plaines	Park Ridge	Total
January	615	379	994
February	647	382	1,029
March	601	391	992
April	651	353	1,004
May	642	394	1,036
June	651	344	995
July	624	336	960
August	885	571	1,456
September	575	359	934
October	610	362	972
November	516	341	857
December	631	349	980
Total	7,648	4,561	12,209

**POLICE DEPARTMENT
POLICE ADMINISTRATION & SUPPORT**

NOTES

Gen. Contract Svcs.:
Includes \$1,200 for police pension actuarial service, annual accreditation fee of \$4,100, Northern Illinois Public Safety Training Academy (NIPSTA) fee (12,400).

Tuition Reimbursement:
Two employees applied for the 08/09 tuition reimbursement program. After careful review of job relatedness and benefit to the organization, reimbursement was granted for Bachelor's degree programs.

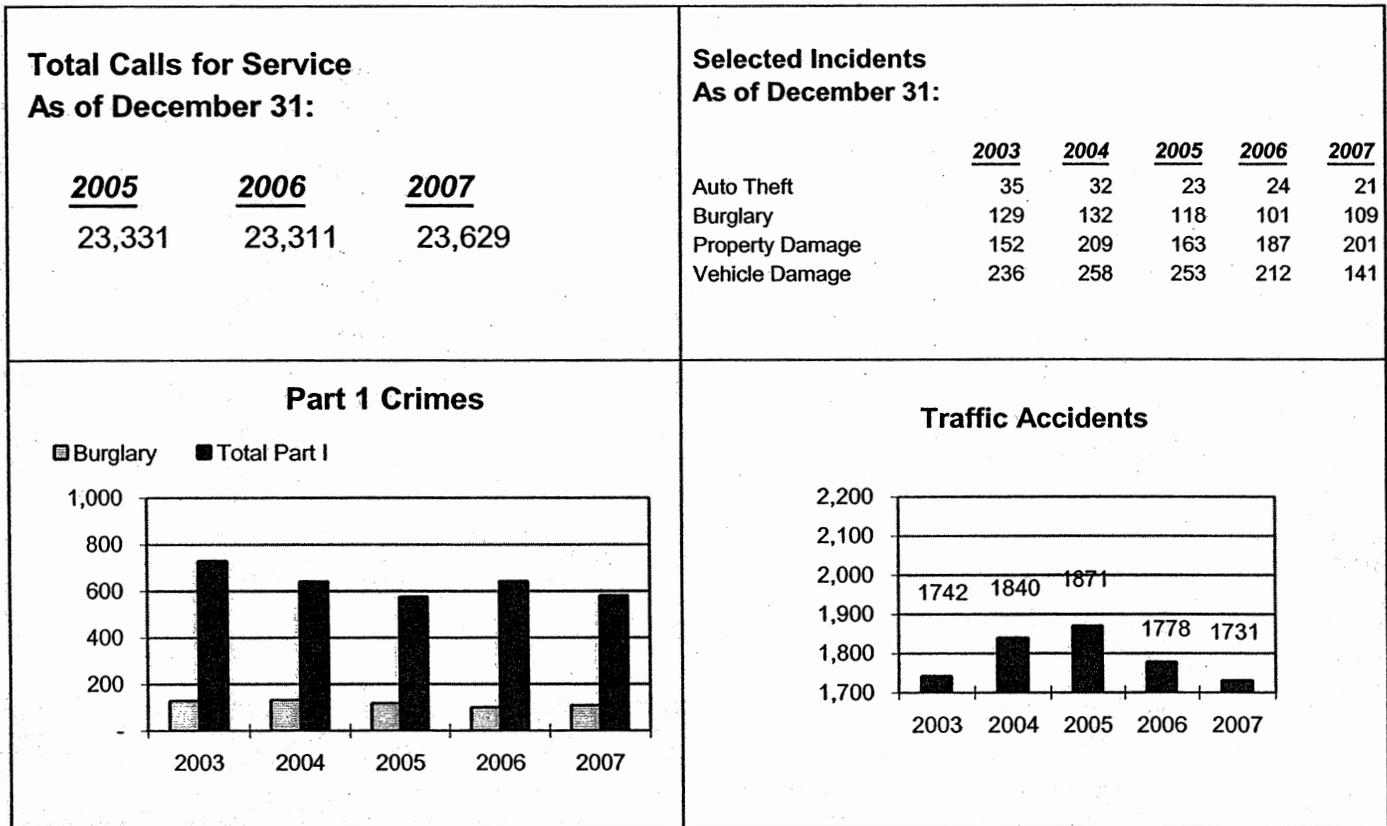
Capital:
08/09: Relocate backup radio transmitter (see p. 236) and upgrade video and audio system (see p. 238).

	06/07	07/08	07/08 Estimated	08/09	Percent Change From Budget	09/10 Estimate
Personal Services						
1002011910000 Regular Salaries	550,852	583,300	658,300	583,400	0%	600,900
1002011915200 Overtime	1,594	4,000	3,400	4,000	0%	4,000
1002011921000 Insurance	67,614	78,300	59,400	74,900	-4%	77,500
1002011921099 Workers Comp	74,297	62,100	220,000	121,000	95%	133,100
1002011926000 Uniforms	728	600	800	600	0%	600
2066050949100 FICA & IMRF Pmts.	57,305	64,300	64,300	65,700	2%	67,200
1002011949100 Police Pension Contr.	37,022	46,700	46,700	65,300	40%	68,000
Personal Services Total	789,412	839,300	1,052,900	914,900	9%	951,300
Contractual Services						
1002011940100 Telecommunications	23,989	25,000	24,500	25,000	0%	25,000
1002011943200 Tuition Reimburse.	11,309	24,700	10,800	11,200	-55%	15,000
1002011943700 Training	4,745	5,000	5,500	4,000	-20%	5,000
1002011948500 Gen. Contract. Svcs.	25,410					
1002011948500 Gen. Contract. Svcs.	31,418	21,000	31,200	21,000	0%	21,000
Vehicle Maintenance	14,617	15,400	16,400	15,100	-2%	15,700
Contractual Services Total	111,488	91,100	88,400	76,300	-16%	81,700
Commodities						
1002011952000 Materials	19,368	15,000	22,000	16,000	7%	16,000
Commodities Total	19,368	15,000	22,000	16,000	7%	16,000
Operating Budget Total	920,268	945,400	1,163,300	1,007,200	7%	1,049,000
Capital						
1002011996300 Radio Trans Relocate				14,000		
1002011996300 Video & Audio Upgde				30,000		
1002011990400 Motor Equipment	3,600	4,500	4,500	2,800	-38%	5,500
Capital Budget Total	3,600	4,500	4,500	46,800	940%	5,500
Police Administration Total	923,868	949,900	1,167,800	1,054,000	11%	1,054,500

Ongoing Programs:

- Police Records Section: Records Management System provides records system maintenance and reporting, statistics, subpoena response, state and federal reporting mandates, management reports and crime analysis.
- Property Custody/Court Liaison: Evidence storage and retrieval system, number of citations, traffic, criminal court and administrative adjudication hearing liaison.
- Agency Accreditation: Maintain body of standards with the Commission on Accreditation for Law Enforcement Agencies. The next assessment will be in December 2009.

POLICE DEPARTMENT
POLICE ADMINISTRATION & SUPPORT



Part 1 Crimes: Part 1 crimes include homicide, sexual assault, aggravated battery and assault, burglary, theft automobile theft, arson and robbery.

Traffic Accidents: The above numbers represent the total number of traffic accidents that our agency has responded to, which does not include those that are unfounded or referred to another agency. These numbers are the most accurate reflection of the number of crashes in Park Ridge. Previously published numbers have included accidents that were found to be non-bonafide, or occurring in another jurisdiction.

The number of traffic accidents decreased 2.7% from 2006 to 2007; burglaries increased 8%; and total part 1 crimes decreased 9.7%. Partial credit for the decrease in traffic accidents can be given to the traffic unit targeting specific areas.

**POLICE DEPARTMENT
INVESTIGATION**

NOTES	06/07		07/08		08/09		Percent Change		
	Actual	Budget	Estimated Actual	Budget	From Budget	Estimate	09/10		
<p>Uniforms: Pays investigations personnel the annual equivalent of the patrol officer contractual uniform allowance.</p> <p>Gen. Contract Svcs.: Associations' memberships including Major Case Assistance Team (MCAT) (\$3,000), pagers, licenses, equipment repair and maintenance and Information System subscription (\$1,500).</p> <p>Materials: Batteries, film, video printer cartridges, memory cards for digital cameras, ink cartridges for printers, etc.</p>	Personal Services								
	1002012910000 Regular Salaries	789,126	901,100	776,000	914,700	2%	952,500		
	1002012915200 Overtime	56,283	43,000	71,600	45,000	5%	45,000		
	1002012924000 Insurance	105,541	131,600	101,200	129,700	-1%	134,200		
	1002012926000 Uniforms	7,193	7,000	7,200	8,000	14%	8,000		
	2066050949100 FICA & IMRF Pmts.	15,472	16,800	16,800	17,400	4%	18,000		
	1002012949100 Police Pension Contr.	141,962	176,300	176,300	246,700	40%	257,000		
	Personal Services Total	1,115,577	1,275,800	1,149,100	1,361,500	7%	1,414,700		
	Contractual Services								
	1002012943700 Training	3,013	2,500	2,600	2,500	0%	2,500		
	1002012948500 Gen. Contract. Svcs.	6,882	6,000	7,400	6,000	0%	6,000		
	Vehicle Maintenance	45,813	48,400	51,300	47,500	-2%	49,300		
	Contractual Services Total	55,708	56,900	61,300	56,000	-2%	57,800		
	Commodities								
	1002012952000 Materials	5,836	2,500	2,500	2,500	0%	2,500		
	Commodities Total	5,836	2,500	2,500	2,500	0%	2,500		
	Operating Budget Total	1,177,121	1,335,200	1,212,900	1,420,000	6%	1,475,000		
	Capital								
	1002012990400 Motor Equipment	10,000	12,800	12,800	8,800	-31%	17,500		
	Capital Budget Total	10,000	12,800	12,800	8,800	-31%	17,500		
	Investigation Total	1,187,121	1,348,000	1,225,700	1,428,800	6%	1,492,500		
	Additional Notes:								
	Regular Salaries:								
	Pays for one commander, six investigators/juvenile officers, two tactical officers, and two full-time school resource officers. High School District 207 reimburses the City for 10/12ths of the salary and benefits for the two school resource officers. Also includes a part-time certified social worker who serves approximately 300 juveniles and adults annually.								
	Ongoing Programs:								
<ul style="list-style-type: none"> Investigation of all criminal incidents. Youth and Social Services Program. Criminal intelligence information dissemination. Crime analysis and Crime Alert Bulletins. Liquor license and tobacco ordinance enforcement/inspection. Covert vice/narcotics enforcement. In-service training for domestic violence investigations. Community presentations regarding fraud, identity theft and computer crimes. Liaison with high schools and the Illinois Department of Children and Family Services. Peer jury program to provide an alternative to the formal juvenile justice system. Tactical unit to investigate drug and gang related criminal activity. 									

**POLICE DEPARTMENT
COMMUNICATIONS**

NOTES

Data Processing:
User fees for the Illinois Wireless Information Network (IWIN) (\$14,800). State mandates charges.

Gen. Contract Svcs.:
County Booking System (CABS) access and maintenance (\$3,100), T1 Connection to State Server for in car computers (\$11,800), Radio Tower Generator maintenance (\$650), IWIN Server Maintenance (\$900)

	06/07	07/08	07/08 Estimated	08/09	Percent Change From Budget	09/10 Estimate
Personal Services	Actual	Budget	Actual	Budget		
1002013910000 Regular Salaries	247,372	266,700	231,500	277,400	4%	284,100
1002031915000 Extra Help				3,700		
1002013915200 Overtime	552	3,000	3,000	3,000	0%	3,000
1002013921000 Insurance	40,944	51,000	39,300	50,300	-1%	52,100
1002013926000 Uniforms	290	400	-	400	0%	400
2066050949100 FICA & IMRF Pmts.	41,355	43,200	43,200	46,000	6%	47,500
Personal Services Total	330,513	364,300	317,000	380,800	5%	387,100
Contractual Services						
1002013941700 Data Processing	10,881	14,800	12,300	14,800	0%	14,800
1002013943700 Training			200			
1002013948500 Gen. Contract. Svcs.	13,707	18,900	21,100	18,900	0%	18,900
Contractual Services Total	24,588	33,700	33,600	33,700	0%	33,700
Commodities						
1002013952000 Materials	2,629	1,500	3,800	1,500	0%	1,500
1002013955500 Electricity	1,332	1,300	1,300	1,400	8%	1,500
Commodities Total	3,961	2,800	5,100	2,900	4%	3,000
Operating Budget Total	359,062	400,800	355,700	417,400	4%	423,800
Capital						
1002013990800 Computer Equip.	5,400	6,800	6,800	5,000	-26%	9,100
Capital Budget Total	5,400	6,800	6,800	5,000	-26%	9,100
Communications Total	364,462	407,600	362,500	422,400	4%	432,900

Ongoing Programs:

- Operate 24-hour information desk providing assistance to citizens and contact information for all city services.
- Serve as back up to the 9-1-1 emergency communications center.
- Provide billing for residential and business alarm service.
- Fax/TDD point.
- Maintain mobile computer and police radio systems.
- Act as central contact point for other city departments to disseminate information and provide needed support.

**POLICE DEPARTMENT
PATROL**

<u>NOTES</u>			06/07	07/08	07/08	08/09	Percent	09/10
			Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate
<u>Regular Salaries:</u> Includes a patrol officer dedicated to the park district. The Park Ridge Park District reimburses the city for the cost of the officer. <u>Uniforms:</u> Includes \$1,000 for bicycle unit, \$3,500 for ballistic vests, and \$5,000 for new hires. <u>Building Maint.:</u> 08/09: Install bicycle shelter and replace ceiling tile in men's locker room. <u>Gen. Contract.:</u> Includes NIPAS fees (\$4,500); memberships (\$500); pistol range rental (\$3,000), police motorcycle lease (\$2,500); NEMRT annual membership (\$5,400) and Rosemont auxiliary for fireworks (\$2,700).	Personal Services							
	1002014910000	Regular Salaries	3,480,404	3,655,900	3,612,000	3,801,400	4%	4,008,000
	1002014915200	Overtime	201,020	181,500	230,300	190,000	5%	190,000
	1002014921000	Insurance	444,424	554,700	426,800	549,100	-1%	568,300
	1002014926000	Uniforms	51,365	47,000	45,800	50,000	6%	50,000
	1002014913000	Crossing Guards	149,663	158,100	158,100	171,000	8%	176,000
	2066050949100	FICA & IMRF Pmts.	81,947	90,200	90,200	82,100	-9%	86,000
	1002014949100	Police Pens. Contr.	617,516	747,400	747,400	1,084,700	45%	1,111,600
	Personal Services Total		5,026,339	5,434,800	5,310,600	5,928,300	9%	6,189,900
	Contractual Services							
1002014942100	Building Maint.	5,429	10,000	3,900	10,000	0%	10,000	
1002014942300	Squad Repair	7,363	8,000	4,100	8,000	0%	8,000	
1002014948200	Animal Impound	2,421	3,000	1,700	3,000	0%	3,000	
1002014943700	Training	23,972	18,000	5,500	15,000	-17%	15,000	
1006030949502	Contingencies		26,000	26,000	26,000	0%	26,000	
1002014948500	Gen. Contract Svcs.	24,274	21,000	20,000	22,500	7%	22,500	
	Vehicle Maint.	179,081	188,700	200,200	185,700	-2%	190,700	
Contractual Services Total		242,541	274,700	261,400	270,200	-2%	275,200	
Commodities								
1002014952000	Materials	33,869	35,000	37,900	37,000	6%	42,000	
Commodities Total		33,869	35,000	37,900	37,000	6%	42,000	
Operating Budget Total		5,302,749	5,744,500	5,609,900	6,235,500	9%	6,507,100	
Capital								
1002014990800	Computer Equip.	27,900	35,000	35,000	25,700	-27%	80,000	
	Vehicle Maint.	3,100	4,000	4,000	3,300	-18%	5,300	
1002014990400	Motor Equipment	62,300	82,100	82,100	56,500	-31%	112,700	
Capital Budget Total		93,300	121,100	121,100	85,500	-29%	198,000	
Patrol Total		5,396,049	5,865,600	5,731,000	6,321,000	8%	6,705,100	

Additional Notes:

Materials:

Includes defensive tactics training equip. supplies (\$1,500); evidence technician supplies (\$4,500); firearms consumables (\$12,000); fusees (\$1,500); report forms (\$1,500); misc. batteries (\$300); film (\$1,000); four portable radios (\$4,000), one light bar (\$1,800); four light control boxes for marked squads (\$1,400); range supplies (\$2,000); physical fitness equipment (\$2,500), and two mobile radios (\$1,000)..

Ongoing Programs:

- Problem solving policing (community policing).
- Directed and random patrol.
- Selective traffic enforcement.
- Emergency response.
- Evidence Technician Program.
- Major Crash Unit.
- Field Training Program.
- Facilities and equipment inspection and maintenance
- Fleet vehicle maintenance.
- Training: recruit, firearm, defensive tactics, use of force.
- Collection and preservation of evidence.
- Department Safety Initiative.
- Traffic Section.

POLICE DEPARTMENT
CRIME PREVENTION

NOTES

Citizens Patrol:
In 2007, the Citizens Patrol logged 3,315 miles and 782 hours. Citizen patrollers are compensated for their vehicle insurance and mileage at the rate of \$1.50 for each hour worked.

Materials:
Crime Prevention and Citizens Patrol materials. \$500 toward Citizen's Patrol Dinner. Also includes Citizens Police Academy Materials (\$1,500).

	06/07	07/08	07/08	08/09	Percent	09/10
	Actual	Budget	Estimated	Budget	Change	Estimate
					From	
					Budget	Estimate
Personal Services						
1002015910000 Regular Salaries	74,283	75,500	74,500	77,800	3%	80,900
1002015915200 Overtime	5,133	1,000	3,400	3,000	200%	3,000
1002015921000 Insurance	9,143	11,300	8,800	11,200	-1%	11,600
1002015926000 Uniforms	725	700	800	800	14%	800
2066050949100 FICA & IMRF Pmts.	1,051	1,100	1,100	1,100	0%	1,200
1002015949100 Police Pension Contr.	12,254	15,300	15,300	21,800	42%	22,700
Personal Services Total	102,589	104,900	103,900	115,700	10%	120,200
Contractual Services						
1002015943700 Training	3,531	1,000	-	1,000	0%	2,000
1002015948300 Mileage Compens.	1,470	1,800	1,000	1,800	0%	1,800
1002015948500 Gen. Contract. Svcs.	1,017	100	100	100	0%	100
Contractual Services Total	6,018	2,900	1,100	2,900	0%	3,900
Commodities						
1002015952000 Materials	875	3,500	3,600	3,500	0%	5,200
Commodities Total	875	3,500	3,600	3,500	0%	5,200
Operating Budget Total	109,482	111,300	108,600	122,100	10%	129,300
Crime Prevention Total	109,482	111,300	108,600	122,100	10%	129,300

Ongoing Programs:

- Train Citizens Patrol to provide better understanding of police work and enhance performance of services.
- Child Identification event held at the Community Center.
- Four personnel serve as liaison to the Explorer Post 911.
- Conduct home and business security surveys for City residents and businesses.
- Participate in the Illinois Crime Prevention Association
- Serve as liaison to Healthy Community Partnership.
- "Are You OK?" computer based call-in system for senior citizens.
- Attend community and civic events to promote safety and provide crime prevention information.
- Conduct Citizens Police Academy (8 week program).

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PUBLIC WORKS DEPARTMENT

Departmental Page References

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MISSION STATEMENT

The overall mission of the Public Works Department is to plan, prioritize, design, implement and fund within budgeting constraints, various programs that will rebuild and maintain the infrastructure of our community so as to provide safe and efficient public ways for vehicular and pedestrian traffic; prompt disposal of storm drainage, wastewater, refuse and trash; provide for a pure and adequate water supply and maintain public buildings, public grounds and parkway trees that enhance the aesthetic characteristics of our community. The missions of the programs within Public Works are:

Administration: To manage the various functions within Public Works as well as serve as the liaison with City officials, other departments and the public.

Engineering: To coordinate all major construction projects by preparing plans, specifications and estimates, oversee construction, and assist maintenance focus by providing engineering expertise.

Street - Traffic Control: To provide safe and efficient movement of traffic through the use of appropriate traffic control devices.

Street Lighting: To provide street lighting which provides for safe streets, yet minimizes the glare on homes.

Street - Snow, Ice & Storm Control: To keep the streets free from snow, ice, fallen trees and branches.

Street Maintenance: To clean the streets and minimize cracks, potholes, general deterioration, and implement periodic rehabilitation.

PUBLIC WORKS DEPARTMENT MISSION STATEMENT

Sidewalk Maintenance: To replace and repair public sidewalks and install handicapped ramps at intersections.

Alley Maintenance: To maintain unpaved alleys in a stable condition so as to provide access to garages and accommodate service vehicles. To maintain and reconstruct, as necessary, existing paved alleys. To design and oversee the construction of previously unpaved alleys.

Parking: To maintain all public parking facilities.

Sewer: To provide and maintain sewer lines, catch basins, manholes, and inlets.

Solid Waste Disposal: To provide a system for regular and efficient collection and disposition of solid wastes that cannot be optimally recycled.

Water Administration: To supervise the water distribution maintenance operation and to read customers' meters and bill as necessary.

Water Supply & Treatment: To obtain, store, treat, pump, and test all water in order to assure a pure water supply.

Water - Fire Hydrant Services: To maintain and replace fire hydrants in order to assure their proper working condition.

Water Main Services: To provide and maintain the water mains which are used to distribute water from City reservoirs to the streets abutting customers' properties.

Water Meter Services: To adequately maintain and replace water meters so they provide accurate readings.

City Buildings Maintenance: To maintain City Hall, Public Works Service Center, and the train stations.

Forestry: To preserve the health and beauty of trees by diagnosing disease, trimming, spraying, removing trees and planting new trees.

Grounds Maintenance: To provide neat, attractive, and well landscaped municipal grounds.

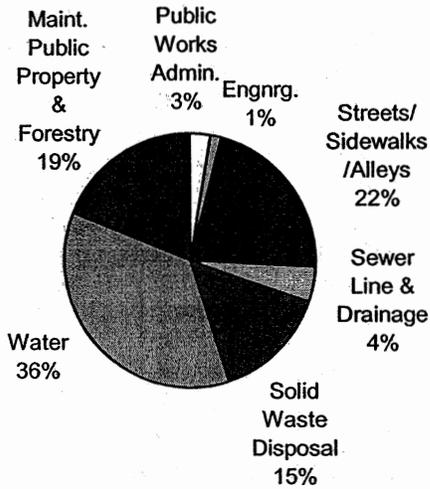
Vehicle Maintenance: To maintain the vehicles of all departments and to develop specifications for the purchase of additional and/or replacement vehicles.

**PUBLIC WORKS DEPARTMENT
BUDGET SUMMARY**

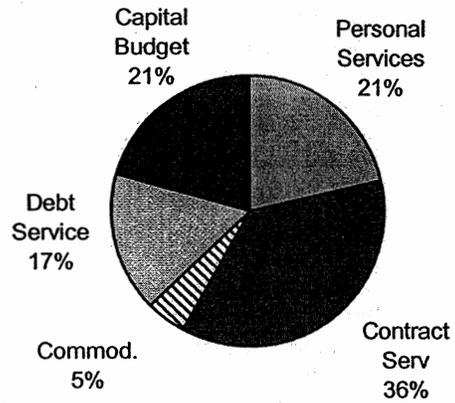
NOTES	06/07	07/08	07/08	08/09	Percent	09/10		
	Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate		
Overview: The 08/09 Budget for Public Works is \$21,664,900. This represents 41% of the total City budget and a 6% increase from last year's budget.	PROGRAMS							
Public Works Committee: This committee considers policy matters relating to capital improvements, construction or maintenance of public properties and the provision of Public Works services.	Public Works Admin.	560,713	574,000	618,500	576,700	0%	599,200	
Funds: Sewers, sidewalks, forestry and grounds maintenance are funded from general operating revenues. Separate funds account for street maintenance, alley construction, water, parking, and waste disposal operations. Alley Construction is financed from MFT revenues. Street Rehabilitation is financed from water and MFT revenues.	Engineering	229,565	276,800	276,800	303,200	10%	319,100	
	Traffic Control	177,652	239,700	172,600	463,900	94%	259,000	
	Street Lighting	167,601	230,000	240,000	245,000	7%	256,000	
	Snow, Ice & Storm	598,074	628,500	695,100	695,200	11%	682,000	
	Street Maint.	1,881,941	1,822,600	1,803,500	1,789,300	-2%	2,166,900	
	Sidewalk Maint.	225,133	182,900	164,500	196,400	7%	205,700	
	Alley Maint.	672,245	1,036,300	929,900	852,700	-18%	791,700	
	Parking	371,971	400,400	376,000	495,100	24%	378,900	
	Sewer Line & Drainage	882,383	954,600	1,088,300	915,100	-4%	1,339,900	
	Solid Waste Disposal	3,002,307	3,222,200	3,402,100	3,223,700	0%	3,540,300	
	Water Administration	332,307	385,600	322,400	474,600	23%	490,500	
	Water Supply & Treatmnt.	3,806,326	4,436,700	4,564,500	5,049,400	14%	5,118,900	
	Water - Fire Hydrants	121,776	81,600	131,400	85,700	5%	90,000	
	Water Main Services	1,821,575	1,868,100	1,963,800	2,039,400	9%	2,125,100	
	Water Meter Services	177,738	189,400	152,800	193,100	2%	203,800	
	City Buildings Maint.	1,966,874	2,009,300	2,046,900	2,073,500	3%	1,170,500	
	Forestry	579,684	882,000	880,100	915,400	4%	936,600	
	Grounds Maintenance	570,812	1,087,900	872,700	1,077,500	-1%	948,800	
		Programs Total	18,146,678	20,508,600	20,701,900	21,664,900	6%	21,622,900
		EXPENDITURE CLASSIFICATION						
	Personal Services *	4,291,613	4,507,100	4,281,200	4,609,600	2%	4,807,700	
	Contractual Services	7,002,784	7,358,700	7,902,500	7,964,500	8%	8,304,100	
	Commodities	984,315	885,400	1,070,700	1,001,200	13%	973,600	
	Fixed Assets	-	-	-	-	-	-	
	Operating Budget Total	12,278,713	12,751,200	13,254,400	13,575,300	6%	14,085,400	
	Debt Service	2,724,100	3,490,200	3,490,200	3,614,300	4%	2,012,000	
	Capital Budget	3,143,866	4,267,200	3,957,300	4,475,300	5%	5,525,500	
	Expenditure Total	18,146,678	20,508,600	20,701,900	21,664,900	6%	21,622,900	
	SOURCE OF FUNDS							
	General Fund	5,340,974	5,933,400	5,917,700	6,343,000	7%	7,407,100	
	Debt Service Fund-1998	1,627,000	1,659,200	1,659,200	1,632,800	-2%	-	
	Debt Service Fund-2004A	163,300	888,300	888,300	1,041,600	17%	1,039,600	
	Debt Service Fund-2004B	878,500	881,200	881,200	878,400	0%	885,400	
	Ill. Mun. Retirement Fund	545,738	579,400	579,400	608,200	5%	636,200	
	Motor Fuel Tax Fund	1,355,242	1,624,400	1,434,300	1,401,300	-14%	1,689,300	
	Municipal Waste Fund	2,978,393	3,196,900	3,375,900	3,199,800	0%	3,515,400	
	Parking Fund	308,844	331,800	305,200	426,800	29%	307,800	
	Sewer Construction Fund	-	-	231,100	-	-	-	
	Uptown TIF Fund	-	500,000	350,000	495,000	-1%	335,000	
	Water Fund	4,948,687	4,914,000	5,079,600	5,638,000	15%	5,807,100	
	Source of Funds Total	18,146,678	20,508,600	20,701,900	21,664,900	6%	21,622,900	
	* Regular Salaries	3,369,617	3,515,200	3,326,400	3,570,000	2%	3,726,800	
	Other Personal Services	921,996	991,900	954,800	1,039,600	5%	1,080,900	

**PUBLIC WORKS DEPARTMENT
BUDGET SUMMARY**

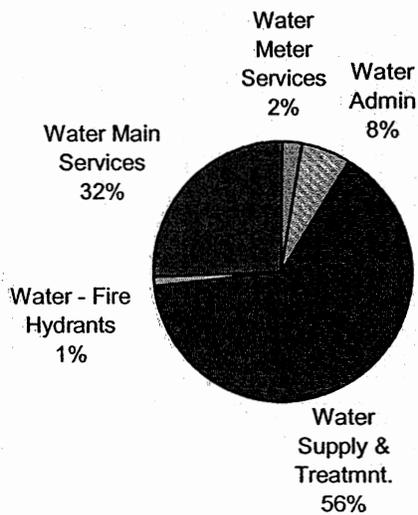
**PROGRAMS
08/09 BUDGET**



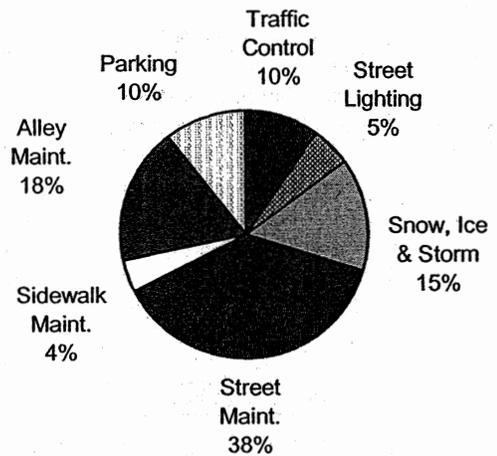
**EXPENDITURE CLASSIFICATION
08/09 BUDGET**



**WATER
08/09 BUDGET**



**STREETS, SIDEWALKS, & ALLEYS
08/09 BUDGET**



PUBLIC WORKS DEPARTMENT
PUBLIC WORKS DEPARTMENT STAFF

	07/08	08/09	09/10
<i>By Position:</i>	<i>FTE</i>	<i>FTE</i>	<i>FTE</i>
Public Works Director	1.00	1.00	1.00
Administrative Assistants	3.00	3.00	3.00
Assistant Public Works Director	1.00	0.00	0.00
Assistant to the Public Works Director	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00
City Forester	1.00	1.00	1.00
Community Service Officer	1.00	1.00	1.00
Engineering Technicians	2.00	2.00	2.00
Fiscal Tech II	1.50	1.50	1.50
Maintenance Workers	31.00	31.00	31.00
Mechanics	3.00	3.00	3.00
Part-Time Parking Enforcement Personnel	1.34	1.34	1.34
Public Works Supervisors	4.00	5.00	5.00
Public Works Superintendent	1.00	1.00	1.00
Pump Station Operator	2.00	2.00	2.00
Urban Forester/Plans Examiner	1.00	1.00	1.00
Vehicle Maintenance Supervisor	1.00	1.00	1.00
Total Public Works Department	56.84	56.84	56.84

Salary Expense:

Regular salaries in the Public Works department are expected to increase to \$3,570,000 for fiscal year 2008/09.

Staffing Changes:

In fiscal year 2007/08, the Public Works Director retired and the Assistant Public Works Director was promoted to the Director's position. A Public Works Supervisor was promoted to Public Works Superintendent. There are five Public Works Supervisors.

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Performance Measurements

Mission: Maintain and improve the City's infrastructure.
Objectives: Rehabilitate streets, construct storm sewers, remove and replace sidewalks and water mains, replace parkway trees, and replace 5 gravel alleys with concrete.

	2004/05	2005/06	2006/07	2007/08	2008/09 est.
Output Measures:					
Streets:					
Miles of streets rehabilitated	5.3	8.3	9.3	7.3	5.8
Amount spent for street rehabilitation	\$766,600	\$947,600	\$1,444,018	\$1,224,100	\$1,305,000
Curb miles of streets swept	10,500	10,500	10,500	10,500	10,500
Tons of potholes repairs	300	300	310	300	300
Sewers:					
Linear feet of sewers replaced	4,800	4,620**	5,900	5,200	5,000
Linear feet of sewers lined	0	0	0	0	0
Sidewalks:					
Square feet of sidewalk replaced - mandatory	20,000	20,000	38,000	20,000	20,000
Square feet of sidewalk replaced - voluntary	30,000	0^	12,000	30,000	30,000
Trees:					
Number of new trees replaced	488	285	340	287	365
Alleys:					
Alleys paved/No of Unpaved Alleys Remaining	3/74	3/71	5/69	6/63	6/57
Water Mains:					
Linear feet of water mains replaced	8,100*	4,500**	4,193	2,800	1,950
Vehicle Maintenance:					
Vehicles maintained by dept.	120	106	107	108	108
Efficiency Measures:					
Cost per mile	\$144,641	\$114,168	\$173,978	\$167,685	\$185,000
Cost per sidewalk square	\$87.96	\$94.12	\$96.95	\$97.75	\$122.50
Average fleet maintenance cost per vehicle including fuel	\$8,600	\$10,570	\$12,250	\$10,500	\$10,600
Ancillary Outcome Measures:					
Workers compensation injuries	2	5	0	3	0
Workdays lost	0	8	0	242	0
Vehicular accidents	12	9	5	18	0
Efficiency Measure:					
Departmental budget per capita	\$412.82* ^^	\$489.33	\$480.39	\$548.03	\$573.52

* Includes transmission line.

** Includes 2,000 linear feet sewer and 1,000 linear feet of water main for Farrell Avenue, portion of the cost supplied by Lutheran General Hospital.

^ No Share-the-cost for voluntary squares. Residents paid 100%.

^^Reservoir and pump station bonds issued this year.

Commentary

Streets – 5.3 miles were paved in 2004/05, 8.3 miles in 2005/06, 9.3 miles in 2006/07, and 7.3 miles in 2007/08. We expect to pave 5.8 miles in 2008/09 plus install a turn lane at Potter and Dempster. Funding for the street program comes from motor fuel tax and water funds.

Sewers – A goal was established to replace or line 5,280 feet of sewers per year. Recently, relief sewers have been constructed and cost more since they are larger than the average sewer. We will resume the lining program in 2009/10.

Sidewalks – Due to budgetary constraints, in 2005/06, the share-the-cost voluntary program was eliminated. In 2006/07, the share-the-cost program resumed and 50,000 square feet of sidewalk, both mandatory and voluntary, have been replaced each year since.

Trees – Park Ridge has been a "Tree City USA" for the past twenty-three years. In 2001/02, we began a program to replace trees dying of natural causes at no cost to the resident. Additional trimming monies were allocated in 2007/08. We expect to plant 365 trees in 2008/09.

Alleys – In 1998/99, the alley funding split went from 50/50 to a 75city/25resident split. The last five alleys from this petition list were paved in 2006/07. The alley paving list was reopened in 2006 with a funding split of 75/25 and 22 alleys petitioned. We paved six alleys in 2007/08, five each year thereafter until the list is complete and anticipate paving six alleys in 2008/09. Funding for the alley paving program is limited to available motor fuel tax funds.

Water Mains – The goal is to install 2,640 linear feet of water main each year. In 2004/05 we installed 4,500 linear feet; in 2006/07, 4,193 linear feet; and in 2007/08, 2,800 linear feet of water main were installed. We plan to install 1,950 linear feet of water main in 2008/09. Numbers on the graph above include installation of a water transmission line.

**PUBLIC WORKS DEPARTMENT
OVERALL ACCOMPLISHMENTS AND OBJECTIVES
GENERAL SUMMARY**

GOAL – Improve or provide additional or new citizen services.**2007/08 Accomplishments:**

- Continued to provide, at 100% city cost, replacement of parkway trees lost to natural causes and storm damage, supplied tree watering bags for newly planted parkway trees.
- Continued to review Tree Preservation Ordinance and monitor its workability; oversaw 21,597 parkway trees.
- Trained Service Center employees for assistance in Forestry and other construction matters.
- Expanded the use of Public Works educational materials on the website and in the *Spokesman*.
- Continued to participate in Town Hall meetings; continued to meet with residents regarding localized flooding.
- Continued on site forestry inspections to achieve tighter controls over residential and commercial construction projects.
- Continued a Dutch Elm Tree Injection Program.
- Instituted an automated refuse and recycling program.
- Provided approximately 1,435,891,000 gallons of water to consumers.
- Provided treatment and control of the Gypsy Moth.

2008/09 Objectives:

- Continue to provide, at 100% city cost, replacement of parkway trees lost to natural causes and storm damage; supply tree watering bags for newly planted parkway trees.
- Expand the area for treatment and control of Gypsy Moths.
- Continue to review Tree Preservation Ordinance and monitor its workability.
- Continue on site forestry inspections to achieve tighter controls over residential and commercial construction projects.
- Continue to provide and evaluate the Dutch Elm Tree Injection Program.
- Expand the use of Public Works educational materials via various mediums.
- Continue to participate in Town Hall meetings; continue to meet with residents on various issues.
- Expand the Beautification Program throughout the City.
- Continue to cross train Service Center employees on forestry matters.

GOAL – Foster City Council and community awareness and trust, and facilitate intergovernmental cooperation.**2007/08 Accomplishments:**

- Received Tree City USA and Tree City Growth award.
- Participated in Earth and Arbor Day activities and provided trees for Arbor Day (2nd graders).
- Hosted the 2nd Annual Community Bike ride in conjunction with Healthy Living Month.
- Worked with Army Corps of Engineers, Des Plaines, Maine Township, State of Illinois, Department of Natural Resources and the Forest Preserve District on the Prairie/Farmers Creek-Levee 50 & 38 Flood Control projects.
- Continued and increased the Department's involvement in community events such as Taste of Park Ridge, fireworks display, concerts, block parties, and Touch a Truck.
- Continued and increased the Department's involvement with School and Park Districts, citizen and parent safety committees; participated in Healthy Living Week.
- Participated with other organizations in training efforts.
- Met periodically with aldermen to discuss specific engineering related concerns and solutions.
- Apprised residents of any current Public Works issues via flyers, website, reverse 911, etc.

2008/09 Objectives:

- Obtain Tree City USA and Tree City Growth award.
- Participate in Earth and Arbor Day activities and provide trees for Arbor Day (2nd graders).
- Hold information meetings on Gypsy Moth as needed.
- Continue and increase the Department's involvement in community events.
- Continue and increase the Department's involvement with School and Park Districts, citizen and parent safety committees, Healthy Living Committee, participate in Healthy Living Fair and Week.
- Participate with other organizations in training efforts.
- Meet periodically with aldermen to discuss specific engineering related concerns and solutions.
- Participate with NWMC Best Practices Committee on Traffic Calming.
- Apprise residents of any current Public Works issues via flyers, website, reverse 911, etc.
- Continue to work with Army Corps of Engineers, Des Plaines, Maine Township, State of Illinois, Department of Natural Resources and the Forest Preserve District on flood control projects.

**PUBLIC WORKS DEPARTMENT
OVERALL ACCOMPLISHMENTS AND OBJECTIVES
GENERAL SUMMARY**

GOAL – Improve city infrastructure system.**2007/08 Accomplishments:**

- Continued to implement program with GIS to track all power sources and related lighting.
- Continued relief sewer installation program; continued alley-paving program.
- Continued to study and implement traffic calming measures.
- Constructed City Commons.
- Worked with Target Area II developers on all aspects of infrastructure and forestry needs.
- Continues the sidewalk replacement program.
- Continued gas light maintenance, now done by city crews.
- Monitored and updated utilities and other Public Works items on GIS.
- Repaired / replaced 264 parking meters and conducted 219 hours of speed studies.
- Maintained 120.3 miles of streets via sweeping patching, salting and plowing and maintained 16 miles of alleys.
- Maintained 135.95 miles of water pipes, 132.8 miles of sewer pipes, and 8,049 inlets.
- Maintained 35.663 acres of public property.
- Maintained the city fleet of 108 motorized vehicles; performed 561 preventive checks and 834 vehicle repairs.
- Continued a preventative catch basin cleaning schedule.
- Pruned approximately 2500 parkway trees, performed approximately 250 tree removals, and planted 287 trees.

2008/09 Objectives:

- Evaluate Canopy Tree software with other inventory programs.
- Provide for a six-year pruning cycle for parkway trees.
- Prepare and set policy/procedure for Emerald Ash Borer and develop necessary ordinances.
- Continue work with GIS to track all power sources and related lighting.
- Continue relief sewer installation program; continue alley-paving program.
- Continue to study and implement traffic calming measures.
- Work with Target Area II developers on all aspects of infrastructure and forestry needs.
- Continue Beautification Program throughout the City; continue gas light maintenance program.
- Continue to work on the development of a sign inventory on GIS.
- Revise Engineering Guide.

GOAL – Improve employee teamwork, increase employee training and knowledge, and empower employee ideas and decision-making.**2007/08 Accomplishments:**

- Continued to cross-train employees; continued the “buddy” system program.
- Worked with employee committees to review and provide recommendations on developmental matters.
- Continued staff involvement in the Illinois Public Employee Labor Relations Association.
- Held regular staff meetings to make employees aware of capital improvements, budget constraints, etc.
- Management spoke yearly with each employee on a one on one basis.
- Formed a labor and management group to find new and better ways to form department promotion lists.
- Held weekly staff meetings, including CP & D employees.
- Continued to improve fleet fuel economy by purchasing more efficient vehicles.
- Trained and used employees to help with Engineering Division.

2008/09 Objectives:

- Continue to cross-train employees; continue the “buddy” system program.
- Continue staff involvement in the Illinois Public Employee Labor Relations Association.
- Hold regular staff meetings to make employees aware of capital improvements, budget constraints, etc.
- Have management speak yearly with each employee on a one on one basis.
- Hold staff meetings, including CP & D employees.
- Continue to train staff to better utilize GIS.
- To conserve fuel and associated vehicle costs whenever possible.
- Continue to train and use employees to help with the Engineering Division.

PUBLIC WORKS DEPARTMENT

PUBLIC WORKS ADMINISTRATION

NOTES			06/07	07/08	07/08	08/09	Percent	09/10
			Actual	Budget	Estimated	Budget	Change From Budget	Estimate
<p>Regular Salaries: Includes three full-time Administrative Assistants.</p> <p>Extra Help: Utilize temporary employees in times of heavy workload.</p> <p>Overtime: Engineering Technician - support of special projects and weekend inspections.</p>	Personal Services							
	1003011910000	Regular Salaries	350,354	364,500	361,600	361,300	-1%	375,800
	1003011915000	Extra Help	5,076	3,000	8,000	4,000	33%	4,000
	1003011915200	Overtime	1,379	3,000	1,600	3,000	0%	3,000
	1003011921000	Insurance	54,616	56,700	43,700	55,900	-1%	57,900
	1003011921099	Workers Comp	44,192	41,500	102,000	44,900	8%	45,000
	2066050949100	FICA & IMRF Pmts.	57,878	62,300	62,300	64,400	3%	67,200
	Personal Services Total		513,495	531,000	579,200	533,500	0%	552,900
	Contractual Services							
	1003011940100	Telecommunications	15,819	16,000	16,200	18,000	13%	18,000
1003011943200	Tuition Reimburse.		100	-	100	0%	100	
1003011943700	Training	3,143	3,500	1,100	3,000	-14%	3,500	
1003011948500	Gen. Contract. Svcs.	4,004	6,500	4,400	6,500	0%	6,500	
	Vehicle Maintenance	7,041	7,500	7,900	7,300	-3%	7,600	
Contractual Services Total		30,007	33,600	29,600	34,900	4%	35,700	
Commodities								
1003011952000	Materials	14,111	6,000	6,300	6,000	0%	6,000	
Commodities Total		14,111	6,000	6,300	6,000	0%	6,000	
Operating Budget Total		557,613	570,600	615,100	574,400	1%	594,600	
Capital								
1003011990400	Motor Equipment	3,100	3,400	3,400	2,300	-32%	4,600	
Capital Budget Total		3,100	3,400	3,400	2,300	-32%	4,600	
Public Works Admin. Total		560,713	574,000	618,500	576,700	0%	599,200	
Ongoing Programs:								
<ul style="list-style-type: none"> Work with other governmental agencies such as the Illinois Department of Transportation (IDOT) and the Environmental Protection Agency (EPA) to manage Public Works programs. 								

**PUBLIC WORKS DEPARTMENT
ENGINEERING**

NOTES			06/07	07/08	07/08	08/09	Percent	09/10
			Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate
<p>Timing of Projects: In an effort to realize competitive prices, the City Engineer prepares bids for major construction projects early in the year before the traditional summer busy season begins. Bids for the following programs are scheduled to be prepared by:</p> <p>March 1 – Street Maintenance May 1 – Sidewalk Sep 1 – Water Main Replacement, Alley Construction, and Sewer Construction.</p> <p>Engineering: Allocation for "on-call" engineering firm.</p> <p>Gen. Contract Svcs.: Includes \$1,000 for "autocad" maintenance contract.</p>	Personal Services							
	1003012910000	Regular Salaries	132,749	190,000	185,700	203,100	7%	211,200
	1003012915200	Overtime	13,572	500	8,300	7,000	1300%	8,000
	1003012921000	Insurance	22,658	28,400	21,800	28,000	-1%	29,000
	2066050949100	FICA & IMRF Pmts.	34,288	34,400	34,400	38,100	11%	40,100
	Personal Services Total		203,267	253,300	250,200	276,200	9%	288,300
	Contractual Services							
	1003012941800	Engineering		500	2,500	5,000	900%	5,000
	1003012943700	Training	15	1,000	800	1,000	0%	1,000
	1003012948500	Gen. Contract. Svcs.	7,517	2,500	3,000	3,000	20%	3,500
		Vehicle Maintenance	12,746	13,500	14,300	13,200	-2%	13,700
	Contractual Services Total		20,278	17,500	20,600	22,200	27%	23,200
	Commodities							
	1003012952000	Materials	2,820	2,000	2,000	2,000	0%	2,000
	Commodities Total		2,820	2,000	2,000	2,000	0%	2,000
	Operating Budget Total		226,365	272,800	272,800	300,400	10%	313,500
	Capital							
	1003012990400	Motor Equipment	3,200	4,000	4,000	2,800	-30%	5,600
	Capital Budget Total		3,200	4,000	4,000	2,800	-30%	5,600
	Engineering Total		229,565	276,800	276,800	303,200	10%	319,100

Ongoing Programs:

- Assess streets, watermains, and sewer conditions and determine repair schedule.
- Supervise all major construction projects.
- Issue permits and assure general compliance with regulations for improvements in the public right of way.
- Review and coordinate outside agency plans.
- Investigate traffic flows and accidents.
- Facilitate public area permits and inspections.

**PUBLIC WORKS DEPARTMENT
TRAFFIC CONTROL**

NOTES		06/07	07/08	07/08	08/09	Percent	09/10
		Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate
<p>Overtime: Increase pursuant to union contract.</p> <p>Gen. Contract Svc.: 08/09: \$45,000 for either the beginning of a comprehensive citywide traffic study or a Uptown traffic study.</p> <p>Materials: Additional costs due to extra signage requirements: park zones, etc.</p> <p>Capital: Replace traffic controllers and add emergency pre-emption equipment as requested by the Fire Dept.</p> <p>2009/10 locations: Dee/Talcott and Touhy/Talcott.</p> <p>(see p. 228 for more information).</p> <p>Turn lane on Western Ave. Project to paid for by grant income. See p. 230.</p>	Personal Services						
	1003021910000 Regular Salaries	53,984	55,000	28,500	56,800	3%	59,500
	1003021915000 Extra Help		500		500	0%	500
	1003021915200 Overtime	4,080	1,000	2,900	1,200	20%	1,300
	1003021921000 Insurance	8,547	10,700	8,200	10,500	-2%	10,900
	1003021926000 Uniforms	533	200	200	200	0%	200
	2066050949100 FICA & IMRF Pmts.	9,169	9,900	9,900	10,500	6%	11,000
	Personal Services Total	76,313	77,300	49,700	79,700	3%	83,400
	Contractual Services						
	1003021942600 Electric. Equip. Maint.	38,230	55,000	48,000	55,000	0%	57,000
	1003021948500 Gen. Contract. Svc.	33,333	45,100	25,000	45,100	0%	45,100
	Vehicle Maintenance	8,824	9,300	9,900	9,100	-2%	9,500
	Contractual Services Total	80,387	109,400	82,900	109,200	0%	111,600
	Commodities						
	1003021952000 Materials	21,128	20,000	25,000	25,000	25%	26,000
	Commodities Total	21,128	20,000	25,000	25,000	25%	26,000
	Operating Budget Total	177,828	206,700	157,600	213,900	3%	221,000
	Capital						
	1003021991000 Traffic Control Signals	(176)	33,000	15,000		-100%	38,000
	1003021991000 Western Turn Lane				250,000		
Capital Budget Total	(176)	33,000	15,000	250,000	658%	38,000	
Traffic Control Total	177,652	239,700	172,600	463,900	94%	259,000	
Ongoing Programs:	<ul style="list-style-type: none"> • Manufacture and post traffic signs. • Install and maintain traffic signal intersections and emergency vehicle pre-emption devices. • Maintain traffic control signs at intersections. • Conduct traffic studies on 25% of the streets each year; 4 year program to count all roadways. 						

PUBLIC WORKS DEPARTMENT
STREET LIGHTING

NOTES		06/07	07/08	07/08	08/09	Percent	09/10	
		Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate	
<p>Street Lights: There are 277 city owned street and parking lights, 1,128 street lights leased from Commonwealth Edison with 51 signalized intersections.</p> <p>Electric Equip. Maintenance: Includes expenses for replacing knocked down street lights and replacement of old circuits and junction boxes in various locations. Some of the costs are reimbursed to the City. City must now stock lights for the Uptown and City Commons.</p>	Contractual Services							
	1003022942600 Electric. Equip. Maint.	17,102	30,000	40,000	35,000	17%	36,000	
	Contractual Services Total	17,102	30,000	40,000	35,000	17%	36,000	
	Commodities							
	1003022955500 Electricity	150,499	200,000	200,000	210,000	5%	220,000	
	Commodities Total	150,499	200,000	200,000	210,000	5%	220,000	
	Operating Budget Total	167,601	230,000	240,000	245,000	7%	256,000	
	Street Lighting Total	167,601	230,000	240,000	245,000	7%	256,000	
	Ongoing Program:							
	<ul style="list-style-type: none"> Maintain street lights. The City contracts out the maintenance of 189 City owned street lights and leases 1,128 lights from Commonwealth Edison. 							

PUBLIC WORKS DEPARTMENT
SNOW, ICE & STORM CONTROL

NOTES		06/07	07/08	07/08	08/09	Percent	09/10
		Actual	Budget	Estimated	Budget	Change From Budget	Estimate
<p>Personnel: When there is a high probability of inclement weather, employees are alerted in advance for salting duty.</p> <p>Snow Removal Supplies: Salt and sand for streets. See "Salt Usage" chart on the following page. This year we are paying \$38.62 per ton for salt and \$.545 per gallon for liquid calcium chloride.</p> <p>08/09: There were an unusual number of snow/salt events during winter 2007/08. In order to start winter 2008/09 with a full inventory of salt, we added \$63,000 to the budget.</p> <p>Capital: Contribution to MERF. See p. 280 and 281.</p>	Personal Services						
	1003023910000 Regular Salaries	170,515	173,500	155,100	179,100	3%	187,600
	1003023915000 Extra Help		8,600		8,600	0%	9,000
	1003023915200 Overtime	67,373	75,000	120,000	79,000	5%	82,000
	1003023921000 Insurance	27,230	34,000	26,200	33,500	-1%	34,700
	1003023926000 Uniforms	1,776	1,700	1,400	1,800	6%	1,900
	2066050949100 FICA & IMRF Pmts.	42,024	44,500	44,500	47,100	6%	49,200
	Personal Services Total	308,918	337,300	347,200	349,100	3%	364,400
	Contractual Services						
	1006030949504 Contingencies		52,800	52,800	52,800	0%	52,800
	1003023948500 Gen. Contract. Svc.	3,294	15,000	5,400	15,000	0%	16,000
	Vehicle Maintenance	81,821	86,500	91,700	84,900	-2%	88,000
	Contractual Services Total	85,115	154,300	149,900	152,700	-1%	156,800
	Commodities						
	1003023952000 Materials		100	100	100	0%	100
	1003023958000 Snow Removal Suppl.	175,641	100,000	161,100	168,000	68%	110,000
	Commodities Total	175,641	100,100	161,200	168,100	68%	110,100
	Operating Budget Total	569,674	591,700	658,300	669,900	13%	631,300
	Capital						
	1003023990400 Motor Equipment	28,400	36,800	36,800	25,300	-31%	50,700
Capital Budget Total	28,400	36,800	36,800	25,300	-31%	50,700	
Snow, Ice & Storm Control Total	598,074	628,500	695,100	695,200	11%	682,000	
Ongoing Programs:	<ul style="list-style-type: none"> • Preplanned salt routes, business districts, and parking lots salted up to 2" of snow. Intersections salted after snow stops. • Arterial and collector streets plowed and salted continuously after 2" of snow. Side streets plowed approximately every 8 hours. (Side street intersections salted 150' in each direction after storm has stopped and streets fully plowed.) • Parking lots plowed at midnight after all streets are done. Alleys plowed after 4" as manpower becomes available. • Clear streets, remove fallen trees, branches, and debris from storms and wind. 						

PUBLIC WORKS DEPARTMENT
SNOW, ICE & STORM CONTROL

PRIORITY STREETS PLOWED

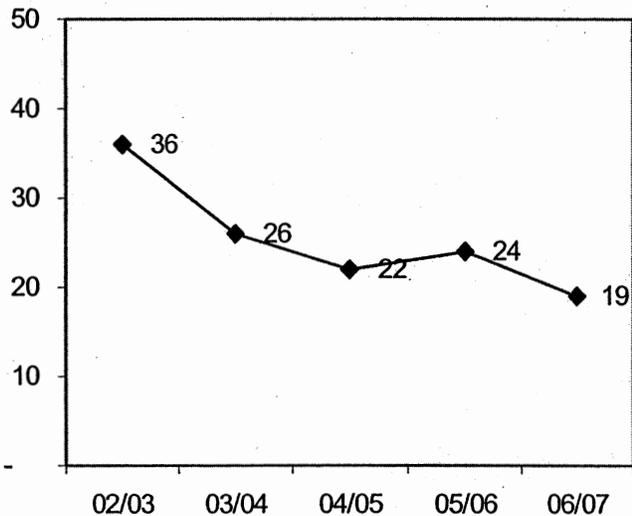
Arterials:

Busse - Touhy to Forest Preserve Dr.
Cumberland - Higgins to Touhy
Dee - NW Hwy. to Higgins
Devon - East to West Limits
Northwest Hwy. - East to West Limits
Potter - Busse to Dempster
Talcott - Oakton to Canfield
Touhy - East to West Limits

Collectors:

Belle Plaine - Talcott to Canfield
Elm - Greenwood to Dee
Farrell - Potter to Vernon
Florence - Sibley to Oakton
Granville - Western to Washington
Greenwood - Touhy to Granville
Hamlin - Elm to Sibley
Hamlin/Vernon - Oakton to Dempster
Main - Touhy to Prospect
Manor Lane - Potter to Hamlin/Vernon
Prairie - Garden to Main
Prospect - Higgins to Oakton
Sibley - Hamlin to Talcott and Meacham to Oriole
Summit - Northwest Hwy to Canfield
Washington - Summit to Oakton
Western - Elm to Granville

CITY SNOW & SALT EVENTS



Snow Facts:

Trucks available for plowing: **31** (27 trucks, 4 loaders)
Trucks available for salting: **13**
Salt used last year: **3,500 tons**
Total snowfall last year: **39" whole season**
Number of snow/ice storms plowed or salted last year: **19**
Miles of streets plowed: **122**

Special Snow Phone Numbers:

847-318-6101 – Snow command phone; will advise citizens if snow-parking regulations are in effect.
847-318-5252 – Park Ridge Police Department phone; will advise citizens where to pick up towed vehicles.

Answers to Frequently Asked Questions:

When do we respond to a snow and ice condition?

With our weather forecasting system we can have employees on site or prepared to respond before an actual storm hits. Our goal is to provide bare pavement on our arterial and collector streets when reasonably possible. To achieve this, we plow and salt these streets about every four hours during a storm because these streets have a higher volume of traffic and bare pavement is the best way to minimize accidents.

When will my street be plowed?

No two storms are alike and it will take different lengths of time to get the same street plowed under different conditions. The City's snow plan divides local streets into districts. Depending on manpower and equipment availability, a piece of equipment will be sent to each district after 2" of snow. If this is not possible, the districts will be plowed on a rotating basis after each storm.

What resources do we use to battle the snow?

Salt and calcium chloride are the key weapons because they break the bond between ice and the street and help snow removal efforts. Alternatives to salt are extremely expensive and not as effective.

My driveway was plowed in.

The driveway approach might be plowed in several times during a storm. It is the resident's responsibility to remove this snow if they want it removed. It is against the law to push the snow back into the street.

**PUBLIC WORKS DEPARTMENT
STREET MAINTENANCE**

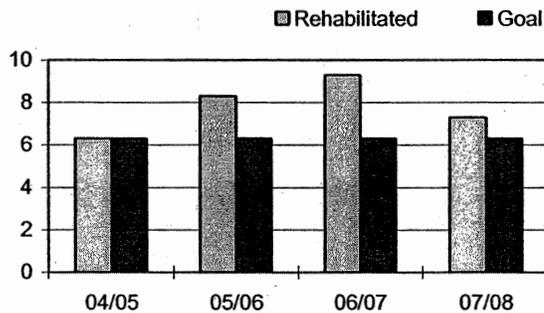
NOTES <u>Personal Services:</u> Streets are patched and swept by City employees. <u>Striping:</u> 08/09: Thermo plastic in crosswalks. <u>Gen. Contract Svcs.:</u> 08/09: Includes \$2,000 JULIE membership fee. <u>Materials:</u> 08/09: Increase due to costs for concrete and asphalt. <u>Capital:</u> <u>Street Rehab:</u> Curbs and gutters are replaced and streets are resurfaced by outside contractors hired by the City. Medians are included in street rehabilitation. See p. 262 for detailed description of Street Rehabilitation Program. The 2008/09 program includes \$245,000 for a right turn lane at Potter and Dempster.	06/07	07/08	07/08	08/09	Percent Change	09/10
	Actual	Budget	Estimated	Budget	From Budget	Estimate
Personal Services						
1003024910000 Regular Salaries	467,988	477,100	508,400	485,600	2%	508,600
1003024915000 Extra Help	11,804	10,300	6,600	10,300	0%	10,500
1003024915200 Overtime	42,578	20,800	52,800	22,000	6%	23,000
1003024921000 Insurance	72,149	89,900	69,300	88,700	-1%	91,800
1003024926000 Uniforms	4,789	3,000	5,100	3,100	3%	3,200
2066050949100 FICA & IMRF Pmts.	81,660	88,500	88,500	92,800	5%	97,200
Personal Services Total	680,968	689,600	730,700	702,500	2%	734,300
Contractual Services						
1003024940100 Telecommunications	3,722	4,000	4,000	4,000	0%	4,000
1003024942000 Striping	28,071	-	26,200	30,000		36,000
1003024948500 Gen. Contract. Svc.	1,741	2,000	2,600	2,000	0%	2,000
Vehicle Maintenance	181,202	189,300	200,500	185,900	-2%	192,300
Contractual Services Total	214,736	195,300	233,300	221,900	14%	234,300
Commodities						
1003024952000 Materials	81,389	85,000	92,700	87,500	3%	90,000
Commodities Total	81,389	85,000	92,700	87,500	3%	90,000
Operating Budget Total	977,093	969,900	1,056,700	1,011,900	4%	1,058,600
Capital						
1003024990400 Motor Equipment	83,600	112,500	112,500	77,400	-31%	155,400
2033024995146 Street Rehabilitation	821,248	740,200	634,300	700,000	-5%	952,900
Capital Budget Total	904,848	852,700	746,800	777,400	-9%	1,108,300
Street Maintenance Total	1,881,941	1,822,600	1,803,500	1,789,300	-2%	2,166,900

Ongoing Programs:

- Sweep streets. Goals are to sweep residential streets 12 times per year and sweep business district streets 100 times per year.
- Repair bad potholes. Work is done primarily in winter and spring. Goals are to repair severe holes within two hours of notification and repair less severe holes the next working day after notification, weather permitting.
- Hot patch streets from May 1 to November 1.
- Stripe heavily traveled crosswalks, business district streets and major intersections annually.
- Replace curb and gutters as needed.
- Remove leaves from street during autumn.
- Resurface streets.
- Cut weeds on vacant parkways and lots and spray weeds on islands.

**PUBLIC WORKS DEPARTMENT
STREET MAINTENANCE**

MILES OF STREETS



Note: We paved 6.3 miles in 2004/05. Based on City Council priorities, we paved 8.3 miles in 2005/06, 9.3 miles in 2006/07, and 7.3 miles in 2007/08. We will spend \$700,000 of MFT on street reconstruction in 2008/09. Instead of paving 7.3 miles, we will pave less miles and use \$245,000 to install a right turn lane at Potter and Dempster.

Selected Quantity Comparisons:

	03/04	04/05	05/06	06/07	07/08	Goal 08/09
Pot Holes - Tons	200	200	200	200	200	200
Base Removal & Replacement	100	100	100	100	100	100
Street Sweeping - Curb Mile	10,500	10,500	10,500	10,500	10,500	10,500

Sample cost of materials:

Concrete:	\$106.45 per cubic yard
Asphalt	\$ 43.00 per ton
Cold patch	\$ 68.00 per ton
Unique Paving Material	\$105.00 per ton

The cost of these materials reflects projected increases that the city has been made aware of by contractors.

**PUBLIC WORKS DEPARTMENT
SIDEWALK MAINTENANCE**

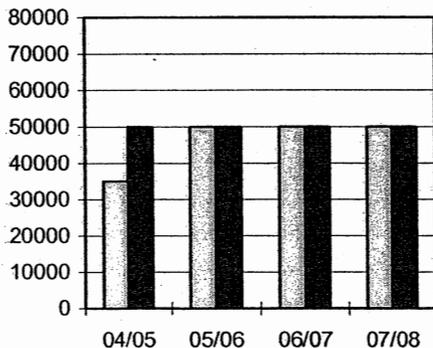
<u>NOTES</u>	06/07		07/08		08/09	Percent Change From Budget	09/10 Estimate	
	Actual	Budget	Estimated Actual	Budget				
<p>Overtime: For sidewalk inspections.</p> <p>Materials: Use asphalt instead of concrete on a temporary basis.</p> <p>Sidewalk Replacement: The City administers a highly popular sidewalk replacement program where the property owner and the City share the cost of replacing sidewalk squares. See p. 218 for a detailed explanation of this program.</p>	Personal Services							
	1003025910000	Regular Salaries	46,746	47,500	37,100	49,000	3%	51,400
	1003025915000	Extra Help		800		800	0%	800
	1003025915200	Overtime	3,675	1,000	3,300	1,000	0%	1,100
	1003025921000	Insurance	7,552	9,500	7,300	9,400	-1%	9,700
	1003025926000	Uniforms	533	300	400	400	33%	400
	2066050949100	FICA & IMRF Pmts.	7,832	8,700	8,700	9,200	6%	9,600
	Personal Services Total		66,338	67,800	56,800	69,800	3%	73,000
	Contractual Services							
	1003025948500	Gen. Contract. Svc.		100	-	100	0%	100
	Contractual Services Total		-	100	-	100	0%	100
	Commodities							
	1003025952000	Materials	9,163	5,000	5,700	5,000	0%	5,000
	Commodities Total		9,163	5,000	5,700	5,000	0%	5,000
	Operating Budget Total		75,501	72,900	62,500	74,900	3%	78,100
	Capital							
	1003025995400	Sidewalk Replace.	149,632	110,000	102,000	121,500	10%	127,600
	Capital Budget Total		149,632	110,000	102,000	121,500	10%	127,600
	Sidewalk Maintenance Total		225,133	182,900	164,500	196,400	7%	205,700

Ongoing Programs:

- City personnel repair 11,000 square feet of sidewalk each year.
- The City hires an outside contractor to replace 50,000 square feet of sidewalk.
- City staff devotes at least 600 work hours to sweeping sidewalks.
- In 1999, the City constructed a total of 329 ramps per A.D.A. 150 were done as part of the street program by contract, 56 were done by the sidewalk contractor, and City personnel constructed 50 difficult locations.

SQUARE FEET OF SIDEWALK

■ Replaced ■ Goal



Cost per Sidewalk Square (5" inch thick)

05/06	\$100.00
06/07	\$100.00
07/08	\$110.00
08/09	\$122.50

PUBLIC WORKS DEPARTMENT
ALLEY MAINTENANCE

NOTES					Percent			
	06/07	07/08	07/08	08/09	Change	09/10		
	Actual	Budget	Estimated	Budget	From	Estimate		
	Personal Services				Budget			
	1003026910000	Regular Salaries	22,820	23,300	18,000	24,100	3%	25,300
	1003026915000	Extra Help		300		300	0%	300
	1003026951200	Overtime	1,630	500	1,700	500	0%	500
	1003026921000	Insurance	3,379	4,300	3,200	4,200	-2%	4,300
	1003026926000	Uniforms	178	200	100	200	0%	200
	2066050949100	FICA & IMRF Pmts.	3,820	4,200	4,200	4,500	7%	4,700
	Personal Services Total		31,827	32,800	27,200	33,800	3%	35,300
	Contractual Services							
	1003026948500	Gen. Contract. Svcs.		10,000	(7,200)	10,000	0%	10,000
		Vehicle Maintenance	8,824	9,300	9,900	9,100	-2%	9,500
	Contractual Services Total		8,824	19,300	2,700	19,100	-1%	19,500
	Commodities							
	1003026952000	Materials		500	500	500	0%	500
	Commodities Total		-	500	500	500	0%	500
	Operating Budget Total		40,651	52,600	30,400	53,400	2%	55,300
	Debt Service							
	3026110981000	Bond Princ. & Int.	97,600	99,500	99,500	98,000	-2%	
	Debt Service Total		97,600	99,500	99,500	98,000	-2%	-
	Capital							
	2033026995201	Alley Paving	533,994	884,200	800,000	701,300	-21%	736,400
	Capital Budget Total		533,994	884,200	800,000	701,300	-21%	736,400
	Alley Maintenance Total		672,245	1,036,300	929,900	852,700	-18%	791,700
Debt Service: Payment on 1998 bonds for service center and alleys. See pages 282 - 285.								
Capital: The 2008/09 budget includes funding to pave six alleys. See p. for 264 more information. We expect to resume alley reconstruction in 2011/12 (see p. 266).								
Ongoing Programs:	<ul style="list-style-type: none"> Grade 8 miles of alleys three times annually (priority alleys more often). Small amounts of stone are added for potholes only. Administer alley paving program where City pays 75% and residents pay 25% of all costs through the formation of a Special Service Area. Reconstruct existing paved alleys that are in poor condition on a priority basis. *Pump flooded alleys as necessary. 							
Construction Year	Between	From	To					
2008/09	Fairview/Prospect	Glenlake	Peterson					
	Chester/Greenwd w Gillick/Talcott	Gillick, S Dead end (Greenwood)	Dead end					
	Fairview/Prospect	Glenlake	Granville					
	Peale/Washington	Arthur	South to dead end (toward Devon)					
	Columbia/Gillick	Harrison	Washington					
	Crescent/Prairie	Chester.	Clifton					
2009/10	Knight/Western	Cedar	Touhy					
	Chester/Greenwood	Arthur	Greenwood					
	Knight/Lincoln	Belle Plaine	Stewart					
	Fairview/Brickton Park	Glenlake	Peterson					
	Courtland/Prospect	Crescent	Stewart					
2010/11	Garden/Touhy	Chester	Greenwood					
	Courtland/Prospect	Belle Plaine	Gillick					
	Albion/Imperial	Harrison	Washington					
	Belle Plaine/Columbia	Canfield	Harrison					
	Brophy/Fairview	Glenlake	North to dead end					

PUBLIC WORKS DEPARTMENT

PARKING

NOTES

Personnel:
Both Public Works and Public Safety employees are charged to this program. The two primary functions of Parking are to maintain parking facilities and enforce parking regulations.

Real Property Rental: Railroad lots (amount is based on percentage of meter revenues, plus a flat fee of \$7,200 rent), AANA (\$4,350), Scharringhausen (\$24,000). Excludes SBC lot.

Gen. Contract. Services:
Includes maintenance of hand held parking ticket system components.

Capital 2008/09:
Reconstruct uptown parking lot. See page 272.

	06/07	07/08	07/08 Estimated	08/09	Percent Change From	09/10
	Actual	Budget	Actual	Budget	Budget	Estimate
Personal Services						
5013027910000 Regular Salaries	167,480	175,400	161,900	172,500	-2%	180,000
5013027915000 Extra Help	30	100		100	0%	100
5013027915200 Overtime	6,626	5,000	7,300	5,200	4%	5,400
5013027921000 Insurance	19,392	24,000	18,500	23,700	-1%	24,500
5013027926000 Uniforms	2,200	5,500	1,000	5,500	0%	5,500
2066050949100 FICA & IMRF Pmts.	28,366	31,800	31,800	32,200	1%	33,700
Personal Services Total	224,094	241,800	220,500	239,200	-1%	249,200
Contractual Services						
5013027945200 Real Property Rental	66,765	68,000	65,500	35,600	-48%	37,200
5013027948500 Gen. Contract. Svc.	3,833	10,000	10,200	10,000	0%	10,000
5013027948509 Real Estate Taxes	2,630	100				
Vehicle Maintenance	34,761	36,800	39,000	36,100	-2%	37,400
Contractual Services Total	107,989	114,900	114,700	81,700	-29%	84,600
Commodities						
5013027952000 Materials	2,518	8,500	8,300	8,500	0%	8,500
5013027955500 Electricity	2,866	4,500	3,500	4,700	4%	4,900
5013027956000 Meters	6,804	1,700	-	1,800	6%	1,900
Commodities Total	12,188	14,700	11,800	15,000	2%	15,300
Operating Budget Total	344,271	371,400	347,000	335,900	-10%	349,100
Capital						
5013027990400 Motor Equipment	19,700	21,000	21,000	21,000	0%	21,700
5013027990800 Computer Equipment	8,000	8,000	8,000	8,000	0%	8,100
5013027998000 Parking Lot Construct				130,200		
Capital Budget Total	27,700	29,000	29,000	159,200	449%	29,800
Parking Total	371,971	400,400	376,000	495,100	24%	378,900

Ongoing Programs:

- Stripe parking lots every year and repair parking lot pavements as needed.
- Enforce parking regulations.
- Monitor parking meter time limits; collect money from meters and boxes; monitor operation of parking meters; and clean, lubricate and repair defective meters.

**PUBLIC WORKS DEPARTMENT
SEWER MAINTENANCE**

<u>NOTES</u>	06/07		07/08		08/09	Percent Change		
	Actual	Budget	07/08 Estimated Actual	Budget		From Budget	09/10 Estimate	
<p><u>Overtime:</u> Includes \$10,000 per year for additional relief sewers.</p> <p><u>Gen. Contract Svcs.:</u> Since 2006/07 includes \$21,000 State permit fees.</p> <p><u>Electricity:</u> Electricity use varies from year-to-year depending upon amount of rainfall and corresponding use of pumps.</p> <p><u>Capital:</u> Sewer Rehabilitation: Build relief sewers (see page 220) and videotape & line sewers (see page 260).</p>	Personal Services							
	1003031910000	Regular Salaries	228,348	233,100	194,100	241,000	3%	252,400
	1003031915000	Extra Help		800		800	0%	800
	1003031915200	Overtime	20,642	16,000	27,800	20,000	25%	21,000
	1003031921000	Insurance	35,975	44,900	34,600	44,300	-1%	45,900
	1003031926000	Uniforms	2,131	1,000	1,600	2,000	100%	2,000
	2066050949100	FICA & IMRF Prmts.	40,782	44,000	44,000	47,300	8%	49,600
	Personal Services Total		327,878	339,800	302,100	355,400	5%	371,700
	Contractual Services							
	4253031948500	Levee 50 Gen K Sv			231,100			
	1003031948502	Sewer Cleaning&TV		1,000	1,000	2,000	100%	2,000
	1006030949505	Contingencies		21,100	21,100	21,100	0%	21,100
	1003031948500	Gen. Contract. Svc.	58,738	35,000	77,000	35,000	0%	36,000
		Vehicle Maintenance	76,741	81,100	86,000	79,600	-2%	82,500
	Contractual Services Total		135,479	138,200	416,200	137,700	0%	141,600
	Commodities							
	1003031952000	Materials	50,748	45,000	34,000	46,000	2%	47,000
	1003031955500	Electricity	5,836	5,000	4,000	6,000	20%	6,000
	Commodities Total		56,584	50,000	38,000	52,000	4%	53,000
	Operating Budget Total		519,941	528,000	756,300	545,100	3%	566,300
Capital								
1003031990400	Motor Equipment	24,200	32,000	32,000	22,000	-31%	44,200	
1003031994000	Sewer Rehabilitation	338,242	394,600	300,000	348,000	-12%	729,400	
Capital Budget Total		362,442	426,600	332,000	370,000	-13%	773,600	
Sewer Total		882,383	954,600	1,088,300	915,100	-4%	1,339,900	

Ongoing Programs:

- Clean catch basins as needed.
- Repair tiles, inlets, catch basins and manholes as necessary.
- Clean inlets on an as needed basis.
- Clean at least 50 miles of sewer per year.
- Inspect sewers by closed circuit television.

**PUBLIC WORKS DEPARTMENT
SOLID WASTE DISPOSAL**

NOTES

Scavenger Service:

The City, through the hiring of an outside company, provides garbage pickup to residences once a week. As of 5/1/07, we paid \$12.27 per month per single family home and \$7.42 per multi-family residence for garbage pickup and recycling services.

Effective April 1, 2008, the City implemented a garbage cart collection program. The cost of the program is \$170,000 per year.

Tipping fees estimated to decrease 9%. ARC contract increase estimated at 2.5%.

	06/07	07/08	07/08	08/09	Percent Change	09/10
	Actual	Budget	Estimated Actual	Budget	From Budget	Estimate
Personal Services						
2083043910000 Regular Salaries	46,746	47,500	55,300	49,000	3%	51,400
2083043915000 Extra Help		1,000		1,000	0%	1,000
2083043915200 Overtime	3,535	10,000	4,700	1,000	-90%	1,000
2083043921000 Insurance	7,553	9,500	7,300	9,400	-1%	9,700
2083043926000 Uniforms	533	100	500	500	400%	500
2066050949100 FICA & IMRF Pmts.	9,742	10,300	10,300	9,200	-11%	9,600
Personal Services Total	68,109	78,400	78,100	70,100	-11%	73,200
Contractual Services						
2083043947600 Scavenger Service	2,741,814	2,975,000	3,100,000	2,975,000	0%	3,250,000
2083043947700 Refuse Disposal	101,106	75,000	130,000	90,000	20%	95,000
2083043948500 Gen. Contract. Svc.	3,406	1,000	500	1,000	0%	1,000
Vehicle Maint.	14,172	15,000	15,900	14,700	-2%	15,300
Contractual Services Total	2,860,498	3,066,000	3,246,400	3,080,700	0%	3,361,300
Commodities						
2083043952000 Materials	10,000	5,000	4,800	100	-98%	100
Commodities Total	10,000	5,000	4,800	100	-98%	100
Operating Budget Total	2,938,607	3,149,400	3,329,300	3,150,900	0%	3,434,600
Debt Service						
2083043981000 Bond Princ. & Int.	55,300	61,500	61,500	61,500	0%	87,000
Debt Service Total	55,300	61,500	61,500	61,500	0%	87,000
Capital						
2083043990400 Motor Equipment	8,400	11,300	11,300	11,300	0%	18,700
Capital Budget Total	8,400	11,300	11,300	11,300	0%	18,700
Solid Waste Disposal Total	3,002,307	3,222,200	3,402,100	3,223,700	0%	3,540,300

Additional Notes:

Refuse Disposal:

The landfill will no longer take mix debris; they only want clean dirt. Cost has increased from \$40 to \$260 per load.

Brush Pickup:

City staff picks up brush.

Debt Service:

SWANCC debt service payments. See p. 282 - 285 for more information.

Ongoing Programs:

- Provide collection and disposal service to single family and two flat dwellings and subsidize cost of multi-family service.
- Provide curbside recycling program for items that can optimally be recycled.
- Participate in the Solid Waste Agency of Northern Cook County (SWANCC).

History of Monthly Garbage Collection Rates (Includes recycling & yard waste)

	Single Family
5-1-05	\$11.57 per month
5-1-06	\$11.98 per month
5-1-07	\$ 12.27 per month
5-1-08	\$ 12.58 per month (estimated increase of 2.5%)

**PUBLIC WORKS DEPARTMENT
WATER ADMINISTRATION**

<u>NOTES</u>		06/07	07/08	07/08	08/09	Percent	09/10
		Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate
General Contractual Services: IEPA Backflow Protection Program for commercial properties - \$69,300	Personal Services						
	5023051910000 Regular Salaries	194,382	231,900	174,200	236,000	2%	246,400
	5023051915200 Overtime	3,382	500	5,600	1,600	220%	1,700
	5023051921000 Insurance	31,857	40,200	30,900	39,600	-1%	41,000
	5023051926000 Uniforms		100	-	-		-
	2066050949100 FICA & IMRF Pmts.	38,490	40,900	40,900	43,100	5%	45,000
	Personal Services Total	268,111	313,600	251,600	320,300	2%	334,100
	Contractual Services						
	5023051940100 Telecommunications	21,891	11,000	21,000	22,000	100%	22,000
	5023051941700 Data Process. Svcs.	20,001	27,000	21,600	28,000	4%	29,000
	5023051947200 Postal Charges	19,422	30,000	26,200	31,000	3%	32,000
	5023051948500 Gen. Contract. Svc.	1,953	2,000	1,500	71,300	3465%	71,300
	Contractual Services Total	63,267	70,000	70,300	152,300	118%	154,300
	Commodities						
	5023051952000 Materials	929	2,000	500	2,000	0%	2,100
	Commodities Total	929	2,000	500	2,000	0%	2,100
	Operating Budget Total	332,307	385,600	322,400	474,600	23%	490,500
	Water Administration Total	332,307	385,600	322,400	474,600	23%	490,500

Ongoing Programs:

- Obtain consumption data for water billing.
- Bill most consumers every two months; selected accounts monthly.
- Maintain water enterprise as a self-sustaining entity.

**PUBLIC WORKS DEPARTMENT
WATER MAIN SERVICES**

<u>NOTES</u>	06/07		07/08		07/08	08/09	Percent	09/10
	Actual	Budget	Actual	Estimated	Budget	Change From Budget	Estimate	
<p><u>Water Survey:</u> Leak detection.</p> <p><u>Gen. Contract Svcs.:</u> Includes \$2,000 JULIE membership fee.</p> <p><u>Materials:</u> Includes increase in parts to repair water mains and water services. Includes purchase of trash/water pump for \$10,000.</p> <p><u>Water Main Construction:</u> See p. 268 for a detailed explanation.</p> <p>Part of street resurfacing program will be charged to water fund – see page 262.</p>	Personal Services							
	5023054910000	Regular Salaries	253,526	269,400	218,800	277,900	3%	291,400
	5023054915000	Extra Help	7,986	5,000	7,500	5,000	0%	5,000
	5023054915200	Overtime	21,056	30,000	18,700	31,500	5%	33,000
	5023054921000	Insurance	44,365	54,000	41,600	53,200	-1%	55,100
	5023054926000	Uniforms	3,018	1,800	2,100	2,000	11%	2,000
	2066050949100	FICA & IMRF Pmts.	52,434	53,100	53,100	56,300	6%	59,100
		Personal Services Total	382,385	413,300	341,800	425,900	3%	445,600
		Contractual Services						
	5023054941200	Water Survey		11,000	1,400	12,000	9%	12,000
	5023054948500	Gen. Contract. Svc.	108,602	5,000	8,300	5,000	0%	6,000
		Vehicle Maintenance	110,699	117,100	124,100	114,900	-2%	119,100
		Contractual Services Total	219,301	133,100	133,800	131,900	-1%	137,100
		Commodities						
	5023054952000	Materials	138,438	103,000	118,700	124,000	20%	118,000
	Commodities Total	138,438	103,000	118,700	124,000	20%	118,000	
	Operating Budget Total	740,124	649,400	594,300	681,800	5%	700,700	
	Capital							
5023054990400	Motor Equipment	66,400	70,200	70,200	70,300	0%	72,800	
5023054993000	Water Main Constr.	234,597	611,200	840,000	682,300	12%	716,400	
5023054995143	Street Resurfacing	780,454	537,300	459,300	605,000	13%	635,200	
	Capital Budget Total	1,081,451	1,218,700	1,369,500	1,357,600	11%	1,424,400	
	Water Main Services Total	1,821,575	1,868,100	1,963,800	2,039,400	9%	2,125,100	
Ongoing Programs:								
<ul style="list-style-type: none"> • Exercise valves, repair leaks and breaks on services and mains, repair valves, and search for leaks. 								
Selected Output Performance Measures:								
		06/07	07/08	08/09 est.				
	Valves Repaired	15	10	10				
	Main Leaks Repaired	50	70	50				
	Service Leaks Repaired	35	35	30				

**PUBLIC WORKS DEPARTMENT
WATER METER SERVICES**

<u>NOTES</u>		06/07	07/08	07/08	08/09	Percent	09/10
		Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate
<p>Overtime: Reflects costs to provide services at night and on weekends.</p> <p>Gen Contract Svcs.: Testing high usage consumers.</p> <p>Meters: Replacement of residential meters based on 20-year cycle.</p>	Personal Services						
	5023055910000 Regular Salaries	77,909	79,200	67,500	81,700	3%	85,700
	5023055915000 Extra Help		1,000		1,000	0%	1,000
	5023055915200 Overtime	6,126	1,500	5,800	2,100	40%	2,200
	5023055921000 Insurance	12,976	15,900	12,200	15,700	-1%	16,200
	5023055926000 Uniforms	888	800	600	900	13%	900
	2066050949100 FICA & IMRF Pmts.	13,276	14,400	14,400	15,300	6%	16,100
	Personal Services Total	111,175	112,800	100,500	116,700	3%	122,100
	Contractual Services						
	5023055948500 Gen. Contract. Svc.	3,667	25,000	500	25,000	0%	25,000
	Vehicle Maintenance	7,665	8,100	8,600	7,900	-2%	8,200
	Contractual Services Total	11,332	33,100	9,100	32,900	-1%	33,200
	Commodities						
	5023055952000 Materials	285	3,500	100	3,500	0%	3,500
	5023055956000 Meters	54,946	40,000	43,100	40,000	0%	45,000
	Commodities Total	55,231	43,500	43,200	43,500	0%	48,500
	Operating Budget Total	177,738	189,400	152,800	193,100	2%	203,800
	Water Meter Services Total	177,738	189,400	152,800	193,100	2%	203,800

Ongoing Programs:

- Replace meters on basis most beneficial to the City. Install meters in new construction.
- Replace defective meters.
- Replace on a 20-year cycle, smaller meters for smaller consumers.
- Test and repair as necessary, 3-year cycle, larger meters for larger consumers.

Selected Output Performance Measures:

	06/07	07/08	08/09 Est.
Water Meters Installed	726	748	536

PUBLIC WORKS DEPARTMENT
CITY BUILDINGS MAINTENANCE

NOTES			06/07	07/08	07/08	08/09	Percent	09/10
			Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate
<p>Overtime: Includes time for community events and building call-outs.</p> <p>Gen. Contract Svcs.: 08/09: Includes \$20,000 for Dee Road train station cameras.</p> <p>Building Maint.-PWSC 08/09: Includes \$40,000 for main contracts at PW Service Center and routine repair and replacement costs plus \$40,000 for environmental work.</p> <p>Debt Service: Payment of the 1998 general obligation bonds used to build a new service center. See pages 282 - 285 for more information.</p> <p>Capital: 09/10: Improve air quality at PWSC (see p. 250), Resurface City Hall parking lot (see p. 254), remodel entrance to City Hall (see p. 258), remodel City Council Chambers (see p. 252), and replace City Hall parking lot lights (see p. 256).</p>	Personal Services							
	1003062910000	Regular Salaries	136,799	140,900	144,000	147,500	5%	153,500
	1003062915000	Extra Help		100		100	0%	100
	1003062915200	Overtime	18,175	11,000	23,300	12,500	14%	13,000
	1003062921000	Insurance	20,671	25,900	19,900	25,500	-2%	26,400
	1003062926000	Uniforms	528	200	600	200	0%	200
	2066050949100	FICA & IMRF Pmts.	26,934	29,400	29,400	31,400	7%	32,700
	Personal Services Total		203,107	207,500	217,200	217,200	5%	225,900
	Contractual Services							
	1003062948500	Gen. Contract Svcs.	2,538	100	25,800	27,000	26900%	20,000
	1003062942100	Bldg Maint-PWSC	49,906	46,000	57,200	96,000	109%	58,000
	1003062942101	Bldg Maint-City Hall	106,299	105,000	69,100	108,000	3%	111,000
	1003062942102	Bldg Maint-Trn Stn	16,159	15,000	14,600	15,000	0%	16,000
	1003062942103	Bldg Maint-Dee Rd	2,433	2,000	2,700	4,500	125%	5,000
	Contractual Services Total		177,335	168,100	169,400	250,500	49%	210,000
	Commodities							
	1003062952000	Materials-PWSC	10,697	14,000	11,200	14,000	0%	14,500
	1003062952001	Materials-City Hall	8,264	10,000	7,500	10,000	0%	10,000
	1003062952006&7	Materials-Train Stns	402	10,000	300	5,000	-50%	10,000
	1003062955000	Heat & Electricity	37,669	40,000	81,600	42,000	5%	44,000
Commodities Total		57,032	74,000	100,600	71,000	-4%	78,500	
Operating Budget Total		437,474	449,600	487,200	538,700	20%	514,400	
Debt Service								
3026110981000	Bond Princ. & Int.	1,529,400	1,559,700	1,559,700	1,534,800	-2%		
Debt Service Total		1,529,400	1,559,700	1,559,700	1,534,800	-2%	-	
Capital								
1003062996300	PWSC Air Quality						200,000	
1003062996300	CH Park Lot Resurface						240,000	
1003062996300	Police Entrance						26,300	
1003062996300	City Council Chambers						64,800	
1003062996300	CH Park Lot Lights						125,000	
Capital Budget Total		-	-	-	-		656,100	
City Buildings Maint. Total		1,966,874	2,009,300	2,046,900	2,073,500	3%	1,170,500	

Ongoing Programs:

- Building maintenance employees are responsible for the maintenance of the Public Works Service Center, City Hall including the Police Station, and both train depots. The building maintenance employee who works at the Service Center is also in charge of the stock rooms and orders necessary equipment, tools and service parts.
- Maintain facilities in neat, clean condition and in good repair.

PUBLIC WORKS DEPARTMENT

FORESTRY

NOTES

The City of Park Ridge has received 23 Tree City USA Awards and 11 Tree City Growth Awards.

Tree Trimming: City Council increased emphasis on tree trimming during March budget workshop.

Capital: 08/09: City's reforestation program. See p. 222 for more information. See p. 224 for more information on the Dutch Elm protection program and p. 226 for more information on the Gypsy Moth program.

	06/07	07/08	07/08 Estimated	08/09	Percent Change From Budget	09/10 Estimate
Personal Services						
1003071910000 Regular Salaries	64,637	68,100	68,000	71,400	5%	74,300
1003071915000 Extra Help	6,963	4,000		4,000	0%	4,000
1003071915200 Overtime	137	500		500	0%	500
1003071921000 Insurance	9,143	11,300	8,800	11,200	-1%	11,600
2066050949100 FICA & IMRF Pmts.	11,079	12,400	12,400	13,400	8%	13,900
Personal Services Total	91,959	96,300	89,200	100,500	4%	104,300
Contractual Services						
1003071940200 Tree Trimming	458,196	618,800	618,800	600,000	-3%	600,000
1003071941900 Tree Spraying	728	7,000	13,300	7,000	0%	7,500
1003071943700 Training	1,503	3,000	2,000	3,000	0%	3,000
1003071948500 Gen. Contract. Svcs.	4,501	6,000	2,000	6,000	0%	16,000
Vehicle Maintenance	8,110	8,600	9,100	8,400	-2%	8,700
Contractual Services Total	473,038	643,400	645,200	624,400	-3%	635,200
Commodities						
1003071952000 Materials	10,400	5,000	8,400	5,000	0%	5,000
Commodities Total	10,400	5,000	8,400	5,000	0%	5,000
Operating Budget Total	575,397	744,700	742,800	729,900	-2%	744,500
Capital						
1003071990400 Motor Equipment	1,500	1,700	1,700	1,200	-29%	2,300
1003071997000 Reforestation	2,787	83,100	83,100	90,300	9%	93,000
1003071997000 Dutch Elm Protection		52,500	52,500	43,000	-18%	44,300
1003071997000 Gypsy Moth Protect				51,000		52,500
Capital Budget Total	4,287	137,300	137,300	185,500	35%	192,100
Forestry Total	579,684	882,000	880,100	915,400	4%	936,600

Ongoing Programs:

- There are 22,220 parkway trees in Park Ridge. Tree trimming, is done by private tree contractors. Ideal cycles are:
 - 6 year cycle - all size trees
 - 3 year cycle - parkway elm trees and small trees 1' to 6' in diameter
- Tree removal and stump removals, repair of storm damaged trees, bolt and cable, drain tube installations, sampling for Dutch elm disease, fertilizing and tree spraying for specific insect and disease problems and shared cost reforestation program with \$143 per tree citizen's cost for planting 2" diameter trees, guaranteed for 2 years. Provide 100% cost replacement of parkway trees lost to natural causes or storm damage.
- Scouting program for Dutch elm disease, hazardous and dead trees on public and private property.
- Diagnosis of insect and disease problems on request from citizens for parkway and private trees, shrubs, turf and flowers.
- Contractual installation/removal of holiday tree lights on trees in commercial areas.
- Respond to citizen requests for help in solving various insect and disease problems affecting private and public trees, shrubs, turf and flowers.
- Distribute tree seedlings for Arbor Day to 2nd graders and at Earth Day celebration.
- Obtain Tree City USA award annually.
- Participate in Earth Day program.
- Talk to various community organizations about trees and promote reforestation to citizens.
- Installation of root barrier product during removal and replacement of parkway sidewalks.
- Regulate Tree Preservation Ordinance; inspect and review request for tree removal permit.
- Maintain computerized inventory and investigate integration of this inventory with GIS.
- Scout for Asian Longhorned Beetle and Emerald Ash Borer.
- Preventative Dutch elm disease injection program for parkway trees injected on a share cost basis with Forester's approval and 3-year cycle elm trimming program.
- Survey Gypsy Moth & recommend spray areas to limit spread.

**PUBLIC WORKS DEPARTMENT
 GROUNDS MAINTENANCE**

NOTES

Overtime & Extra Help:
 Manpower for weekends, Taste of Park Ridge, sidewalk sales, and other events. \$5,000 in each account represents work being done on the library grounds. \$8,000 for July 4th fireworks.

Gas Light Maintenance:
 Public Works maintains gaslights.

Gen. Contract:
 Contract to maintain medians and cul-de-sacs and to restore landscaping disturbed by city crews in the Manor and other areas.

Materials:
 Library work done due to City Commons project. Includes plants for business districts beautification.

Downtown Streetscapes:
 See p.274 through 277.

	06/07	07/08	07/08 Estimated	08/09	Percent Change From Budget	09/10 Estimate
Personal Services						
1003072910000 Regular Salaries	267,132	270,900	225,800	262,900	-3%	275,100
1003072915000 Extra Help	16,795	30,000	17,400	31,000	3%	32,000
1003072915200 Overtime	23,337	13,800	23,500	15,000	9%	15,500
1003072921000 Insurance	39,553	49,500	38,000	48,800	-1%	50,500
1003072926000 Uniforms	2,131	1,000	1,800	1,100	10%	1,100
2066050949100 FICA & IMRF Pmts.	47,086	52,400	52,400	52,700	1%	55,000
Personal Services Total	396,034	417,600	358,900	411,500	-1%	429,200
Contractual Services						
1003072940700 Gas for Gas Lights	19,005	28,000	23,200	28,000	0%	29,000
1003072941300 Gas Light Maint.	8,524	9,000	6,400	9,000	0%	9,000
1003072948500 Gen. Contract. Svcs.	61,478	58,000	58,000	60,000	3%	62,000
Vehicle Maintenance	28,521	30,100	31,900	29,600	-2%	30,700
Contractual Services Total	117,528	125,100	119,500	126,600	1%	130,700
Commodities						
1003072952000 Materials	47,650	33,000	32,100	36,000	9%	37,000
Commodities Total	47,650	33,000	32,100	36,000	9%	37,000
Operating Budget Total	561,212	575,700	510,500	574,100	0%	596,900
Capital						
1003072990400 Motor Equipment	9,600	12,200	12,200	8,400	-31%	16,900
2043072997100 Plaza Arcade		50,000				
2043072997100 Wayfinding/Summit Av		100,000				30,000
2043072997100 Downtown Streetscpe		350,000	350,000	495,000	41%	305,000
Capital Budget Total	9,600	512,200	362,200	503,400	-2%	351,900
Grounds Maintenance Total	570,812	1,087,900	872,700	1,077,500	-1%	948,800

Ongoing Programs:

- Maintenance of public grounds surrounding City buildings including the Library, parking lots, Devon Parkway, Main St., Belleplaine at Talcott, Summit ROW, Greenwood grade crossing from Elm to Busse Hwy, Busse Hwy, Elm to Touhy and park area next to RR tracks at Prospect and Vine, Busse Hwy, Potter Rd to Toll Road, Plaza Arcade, Dempster Toll Rd to Potter Rd, Talcott Rd, Cherry to Sibley, Farrell, Potter to Vernon, Manor, Potter to Tyrell, Parkside at Burton, Avondale Right of Way/Belleplaine, and Salt Dome area. (44 locations).
- Flower planting, fertilizing, chemical control of weeds, control of insect and diseases, joint maintenance with the Park District for Hodges Park.
- Gas light maintenance. Install holiday lights on various City properties.
- Sidewalk sweeping and debris pickup in commercial areas (Uptown & South Park) including City parking lots.
- Snow removal on sidewalks around municipal buildings, public parking lots, Hodges Park and Plaza Arcade.
- Salting all city and selected Park District parking lots.
- Maintain various municipal grounds including cutting grass, fertilizing, watering, pruning, cultivating, edging, weed control, planting, litter pickup, sidewalk sweeping, snow removal and restoration.

LIBRARY

Departmental Page References

Program	Page Number
Library Administration	186
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Adult Services/Reader Services	193

MISSION STATEMENT

The purpose of the Park Ridge Public Library is to advance human knowledge and understanding by providing access to information, literature, technology, and the arts relevant to the community it serves.

The Library's Board of Trustees actively supports the Library's mission, reviews long range plans, evaluates progress, and establishes policy.

The missions of the programs within the Library are:

Library Administration: To plan, staff, organize, implement, market supervise and report on the programs of Adult Services, Children's Services, Circulation, Library Maintenance, and Technical Services.

Library Maintenance: To provide and maintain an inviting physical facility for library use.

Technical Services: To verify, order, receive, and process all materials for the library.

Adult Services/Reference: To assist the public in using the library and its collection.

Children's Services: To assist children and their parents, teachers, and other adults working with children, in utilizing the library and its resources in the Children's Department.

Circulation: To check library materials in and out for patrons, keeping track of fines, overdues, lost items, etc. Register patrons and enter data into the computer.

Adult Services/Reader Services: To assist the public in using the library and its collections of fiction books, young adult materials, and non-print media.

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LIBRARY

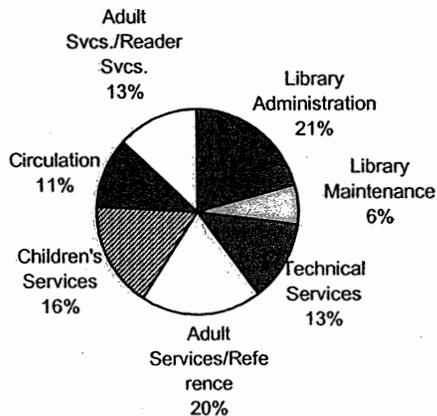
BUDGET SUMMARY

NOTES

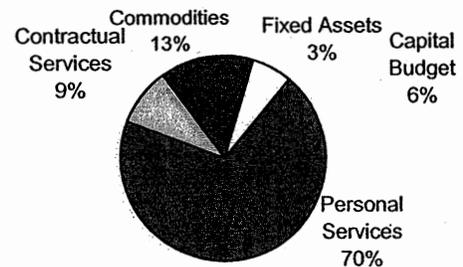
Overview:
The 08/09 budget for the Park Ridge Public Library is \$5,121,500. This represents 10% of the total City budget and a 2% increase from last year's budget.

	06/07	07/08	07/08 Estimated	08/09 Budget	Percent Change From Budget	09/10 Estimate
PROGRAMS						
Library Administration	956,178	1,012,200	1,014,900	1,062,000	5%	845,700
Library Maintenance	323,504	366,800	369,000	322,200	-12%	612,500
Technical Services	643,780	640,800	640,800	649,500	1%	733,400
Adult Services/Reference	915,606	1,005,500	988,100	1,001,700	0%	1,044,500
Children's Services	775,693	819,800	823,500	842,200	3%	872,000
Circulation	549,091	548,000	548,000	568,300	4%	587,200
Adult Svcs./Reader Svcs.	604,562	647,600	658,900	675,600	4%	697,700
Programs Total	4,768,414	5,040,700	5,043,200	5,121,500	2%	5,393,000
EXPENDITURE CLASSIFICATION						
Personal Services *	3,299,186	3,498,000	3,496,900	3,573,000	2%	3,693,900
Contractual Services	403,395	466,800	468,400	466,500	0%	492,900
Commodities	743,249	750,100	752,100	753,200	0%	792,900
Fixed Assets	-	-	-	-	-	-
Operating Budget Total	4,445,830	4,714,900	4,717,400	4,792,700	2%	4,979,700
Debt Service	-	-	-	-	-	-
Capital Budget	322,584	325,800	325,800	328,800	1%	413,300
Expenditure Total	4,768,414	5,040,700	5,043,200	5,121,500	2%	5,393,000
SOURCE OF FUNDS						
Library Fund	4,326,684	4,558,300	4,560,600	4,627,600	2%	4,870,500
General Operating Fund	-	2,400	2,600	2,400	0%	2,500
Ill. Mun. Retirement Fund	441,730	480,000	480,000	491,500	2%	520,000
Source of Funds Total	4,768,414	5,040,700	5,043,200	5,121,500	2%	5,393,000
* Regular Salaries						
	2,552,623	2,725,100	2,725,100	2,784,000	2%	2,867,800
Other Personal Services						
	746,563	772,900	771,800	789,000	2%	826,100

**PROGRAMS
08/09 BUDGET**



**EXPENDITURE CLASSIFICATION
08/09 BUDGET**



LIBRARY

LIBRARY STAFF

	07/08	08/09	09/10
<i>By Position:</i>	<i>FTE</i>	<i>FTE</i>	<i>FTE</i>
Library Director	1.00	1.00	1.00
Managers	8.00	8.00	8.00
Librarians	12.300	12.300	12.300
Library Assistants	25.645	25.645	25.645
Custodians	1.87	1.87	1.87
Pages	7.580	7.580	7.580
Total Library Employees	56.395	56.395	56.395

Salary Expense:

Regular salaries for the Library are expected to equal \$2,784,000 in fiscal year 2008/09.

Staffing Changes:

No staffing changes are expected for fiscal year 2008/09.

Performance Measurements

Mission: The purpose of the Park Ridge Public Library is to advance human knowledge and understanding by providing access to information, literature, technology, and the arts relevant to the community it serves.

Objectives: Offer a balanced collection of materials, programs and services to meet the community needs. Encourage reading among all age groups. Maintain 99.9% computer uptime.

	2004/05	2005/06	2006/07	2007/08 est.	2008/09 est.
Hours of service:	70	70	70	70	70
Participation:					
Program Attendance per Capita	.51	.59	.69	.71	.73
Library visits per capita	12.32	12.06	12.12	13.19	13.25
Circulation	678,418	699,189	713,203	713,000	713,500
Library Cards	26,345	25,622	26,298	26,500	26,750
Participants in reading programs	2,921	3,087	3,046	3,000	3,100
Outreach Visits	10,382	11,911	10,467	11,500	11,500
Volunteer Hours	3,566	3,823	3,500	3,500	3,500
Book Collection:					
Collection size	224,173	218,735	213,222	215,000	215,000
Collection Additions	21,986	22,882	20,346	23,778	22,000
Collection Withdrawals	20,644	28,320	25,859	22,000	22,000
Computers available for public use	60	60	66	66	66
Efficiency Measures:					
Computer Uptime	99.9%	99.9%	99.9%	99.9%	99.9%
Departmental budget per capita, includes Capital Budget	\$116.68	\$120.80	\$126.23	\$133.51	\$135.58

Commentary

The Library maximizes the effectiveness of the operating budget by:

- Outsourcing the operation of the online catalog and circulation system through Cooperative Computer Services consortia.
- Participating in group purchases of online resources and databases through purchasing programs with the Illinois State Library and the North Suburban Library System.
- Managing public printing using a print management system for cost recovery.
- Purchasing library materials and supplies through vendors offering negotiated discounts and government pricing.

Providing collections and services to meet the needs and interests of the community is a major role of the Library. Space limitations within the current library building make this difficult. We anticipate continuing the policy of one book out for every book added to the collection to maintain collections within the limited size of the current building.

Newer Library collections include graphic novels, a high school fiction collection, digital books, an expanded collection of books for young adults, books on CD, video games and both fiction and nonfiction DVDs.

The New Book Room contains popular new fiction, bestsellers and an interesting selection of new nonfiction. New titles are added weekly to this area.

LIBRARY DEPARTMENT

OVERALL ACCOMPLISHMENTS AND OBJECTIVES

Serving the Community

We will continuously assess community needs so we can strengthen and expand the services and programs we provide to the community.

2007/08 Accomplishments:

- Conducted a professional community survey to further identify community needs and interests and continued to collect input from library users on the facility, collections, programs and services
- Continued to provide a quality collection of library materials in multiple formats – annual circulation increased by 2% for a record high of 713,203 items
- Promoted the convenience of library services to save time and make using the library easier

2008/09 Objectives:

- Increase total library card holders to 70% of population
- Continue to increase circulation of library materials and use of library website
- Identify and assess new services to determine if they should be provided to the community

Facility

Expand the current Library building to provide the community with a spacious, well maintained, state-of-the-art facility that offers room for meetings, programs, group study and expansion of Library resources.

2007/08 Accomplishments:

- Continued to assess long term facility needs
- Remodeled the young adult area to make it more attractive for teens and added additional computers
- Continued to repair and upgrade the facility to keep it well maintained

2008/09 Objectives:

- Conduct feasibility study to determine options for expanding the facility and the impact on the site
- Continue to repair and upgrade the facility to keep it well maintained
- Communicate the library's facility needs to the elected officials and the community

Collections

We will provide up to date collections in multiple formats to meet the needs of our community.

2007/08 Accomplishments:

- Continued to add new items to the library collections to encourage reading, learning and exploration in a variety of formats and withdraw an equal number to fit the library's limited space
- Continued to expand the foreign language collections using grant funds
- Promoted downloadable digital books and newer formats of materials and merchandised collections

2008/09 Objectives:

- Continue to add new items to the library collections and investigate new formats to determine if residents are interested in these materials
- Continue to improve and expand the audiovisual collections to meet increased demand
- Evaluate changes in use of print materials, develop areas of high interest and reduce print materials in areas covered by online resources

Programming: Expand services and resources, which reflect diversity and stimulate learning.

2007/08 Accomplishments:

- Continued to offer programs for all ages that entertain, inform, educate and enlighten
- Continued outreach programming to community groups and participation in community events
- Expanded day time programming for seniors, continued Low Vision Support group and conducted an information fair in cooperation with other local libraries
- Expanded programming

2008/09 Objectives:

- Continue to offer a wide array of programs for all ages that entertain, inform, educate, enlighten and promote literacy
- Reach out to target groups by offering programs of interest – identified groups include adult males 21-40, teens and middle school students, Baby Boomers, new retirees, parents and teachers

LIBRARY DEPARTMENT

OVERALL ACCOMPLISHMENTS AND OBJECTIVES

Staffing

Employ and support a knowledgeable, flexible and equitably compensated staff team that can respond positively and creatively to the changing public library environment.

2007/08 Accomplishments:

- Conducted staff survey in cooperation with Human Resources Director and analyzed results
- Continued to hire new employees that are focused on good customer service, flexible and possess good communication and technology skills
- Continued to offer a variety of training opportunities for staff

2008/09 Objectives:

- Conducted staff survey in cooperation with Human Resources Director and analyzed results
- Continued to hire new employees that are focused on good customer service, flexible and possess good communication and technology skills
- Continued to offer a variety of training opportunities for staff

Technology

Provide the community with access to technology so they may use it to pursue their interests, expand the ideas, learn new skills, obtain information and interact with others.

2007/08 Accomplishments:

- Continue to evaluate new technologies and add those that will further the library's mission and vision, increase effectiveness and create efficiencies
- Maintained network with 99.9% uptime
- Expanded workshop topics to continue to provide new learning opportunities for the public

2008/09 Objectives:

- Continue to maintain up-to-date hardware, high speed connections and expand software selection
- Improve website to provide even more information to the public and make it easier to use
- Expand use of newer technologies to communicate and interact with residents, i.e. blogs, wikis

Communication

Communicate with residents using a variety of means to inform them about the library's many collections, services and programs and actively pursue their comments and suggestions.

2007/08 Accomplishments:

- Library newsletter regularly includes information on the library's strategic plan, programs and services
- Continued to identify ways to promote the library and its many services to the community
- Continued to implement recommendations of marketing plan

2008/09 Objectives:

- Promote the library's collections, services and programs through all available means
- Increase number of subscribers to library's electronic newsletter
- Continue to gather input from the community through surveys, comment forms and online methods

Funding

Ensure stable operating support and seek alternate funding sources for special projects & facility needs.

2007/08 Accomplishments:

- Maintained operating budget that allows library to accomplish goals of strategic plan
- Continued "Buy a Brick" program to raise funds for special projects
- Continued to seek grants and donations for special projects and new collections
- Continued to seek support from the Friends of the Library

2008/09 Objectives:

- Maintain operating budget that supports the strategic plan
 - Continue fund raising efforts to fund special projects
 - Continue to seek grants and donations for special projects and new collections
- For a current copy of the Library's Strategic Directions and 2007-2009 Action Plans go to:

www.parkridgelibrary.org/board.html

**LIBRARY
ADMINISTRATION**

NOTES

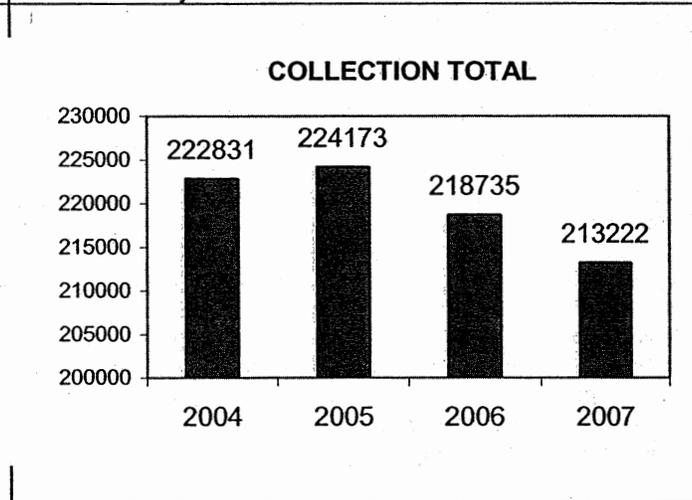
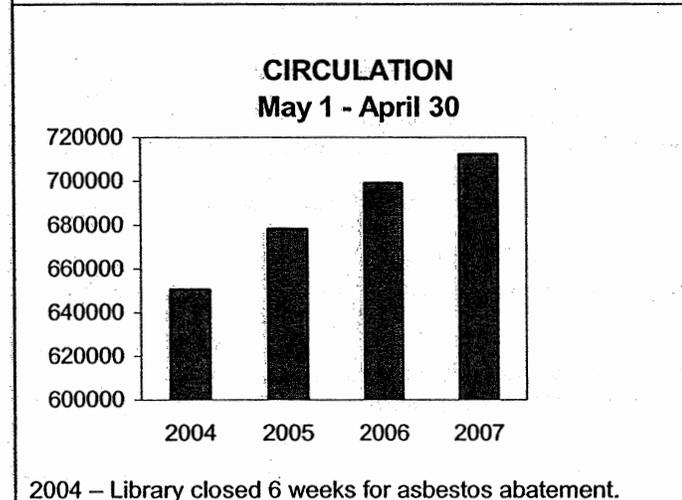
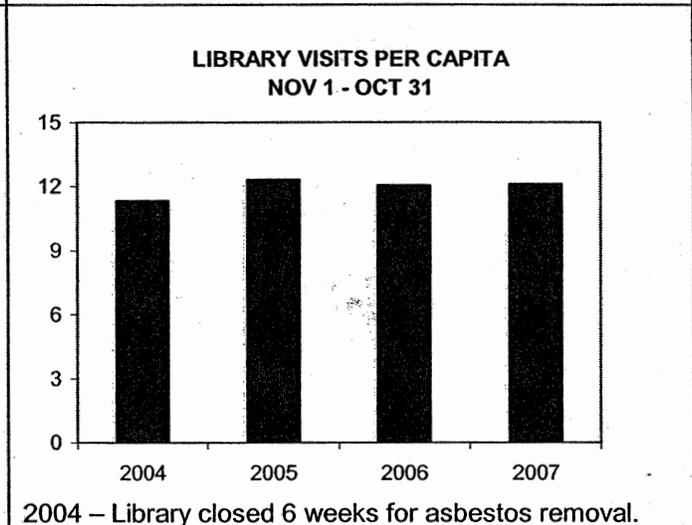
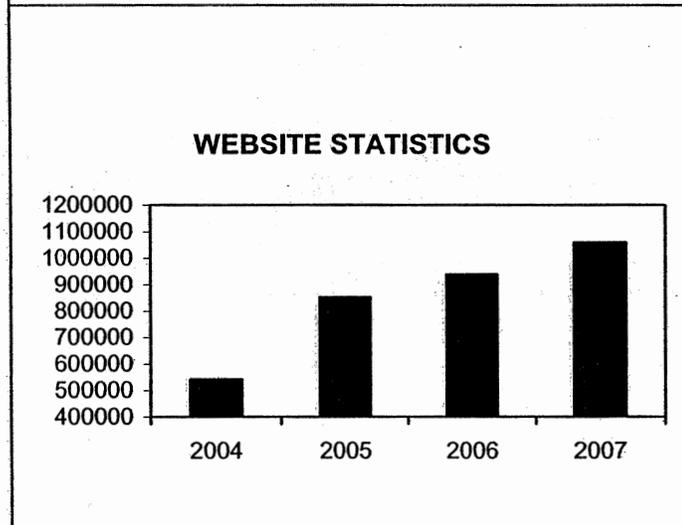
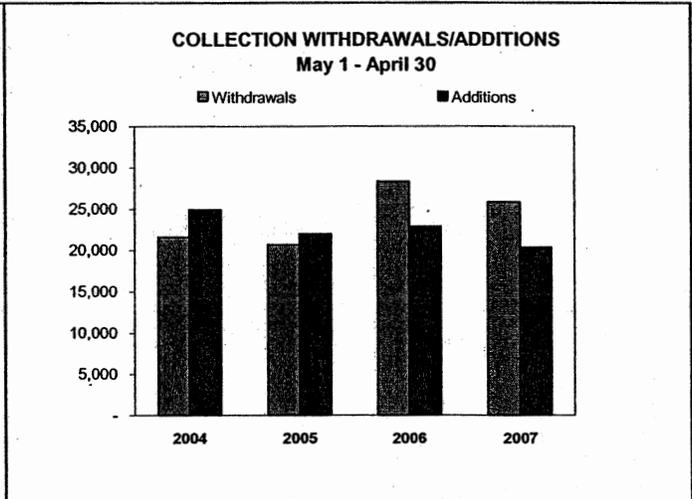
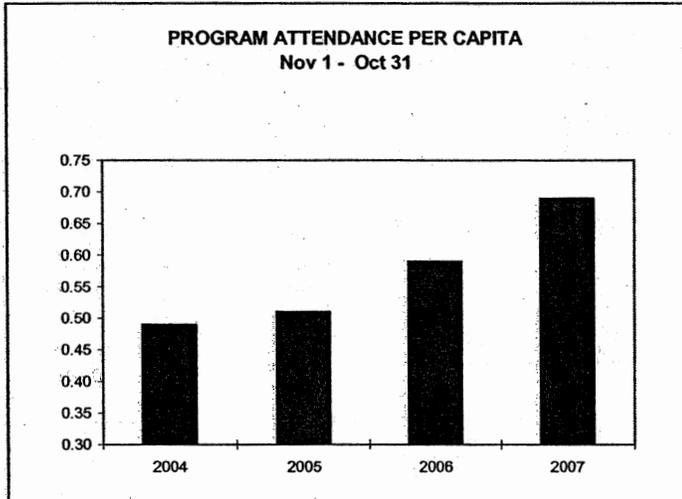
Equipment Rental:
08/09: Photocopy maint. (\$11,900), photocopy lease (\$2,900), and postage meter (\$1,100).
Insurance:
08/09: Liability \$7,500, Property \$10,800, Excess Liability \$3,000, Fine Arts \$2,500, Internet \$2,500.
Gen. Contract Svcs:
08/09: Telephone (\$21,600), postage (\$17,200), Internet (\$5,000), printing (\$11,500).
Public Relations:
08/09: Includes \$29,600 for newsletter.
Office Supplies:
08/09: Photocopy supplies (\$8,900), other (\$12,900), and furnishings (\$10,000).
Debt Repayment:
08/09: Levy taxes to repay interfund loan to general fund.
Capital:
\$50,000 to determine options regarding lib. size. See p. 202.

		06/07	07/08	07/08 Estimated	08/09	Percent Change From Budget	09/10 Estimate
Personal Services		Actual	Budget	Actual	Budget		
2015011910000	Regular Salaries	377,190	402,000	402,000	405,600	1%	417,800
2015011921000	Insurance	43,861	49,300	50,400	52,300	6%	53,800
2066050949100	FICA & IMRF Pmts.	65,137	70,800	70,800	71,600	1%	75,800
Personal Services Total		486,187	522,100	523,200	529,500	1%	547,400
Contractual Services							
2015011935100	Equipment Rental	15,350	15,900	15,900	15,900	0%	16,400
2015011937900	Library Insurance	23,747	26,400	26,400	26,300	0%	26,300
2015011931700	Data Processing	13,445	17,200	14,700	14,700	-15%	15,100
2015011932400	Membership Dues	4,138	3,900	3,900	4,000	3%	4,200
2015011932900	Medical Exams		100		100	0%	100
2015011933100	Recruiting & Testing	3,464	2,300	2,300	3,000	30%	3,000
2015011933200	Tuition Reimburse.	12,068	12,000	12,000	12,000	0%	12,400
2015011933800	Conferences & Train.	30,488	23,800	23,800	30,000	26%	35,000
2015011936000	Public Relations	31,458	38,400	38,400	38,400	0%	39,600
2015011937800	Bank Service Chg.	610	500	500	1,000	100%	1,000
2015011938500	Gen. Contract. Svcs.	53,918	62,800	67,000	55,300	-12%	66,900
2015011939500	Contingency	3,293	30,000	30,000	30,000	0%	30,000
Contractual Services Total		191,978	233,300	234,900	230,700	-1%	250,000
Commodities							
2015011951000	Office Supplies	60,622	36,800	36,800	31,800	-14%	38,000
2015011951100	Library Supplies	7,391	10,000	10,000	10,000	0%	10,300
Commodities Total		68,013	46,800	46,800	41,800	-11%	48,300
Operating Budget Total		746,178	802,200	804,900	802,000	0%	845,700
Capital							
2015011996300	Feasibility Study				50,000		
	Debt Repayment	210,000	210,000	210,000	210,000	0%	
Capital Budget Total		210,000	210,000	210,000	260,000	24%	-
Library Administration Total		956,178	1,012,200	1,014,900	1,062,000	5%	845,700

Ongoing Programs:

- With Library Board of Trustees, develop long-range plans for the Library and assure that the annual operating budget supports these plans.
- With Library Board of Trustees, evaluate and compare library programs, services and collections with neighboring libraries to assure comparative levels of service.
- Support all programs and services of the Library departments monitoring planning, staffing, budgets, evaluation and reporting.
- Maintain all Library records including employee records, payroll, budget, minutes of the Board of Trustees meetings, statistical reports and annual reports. Process all Library warrants and payables for payment and prepare financial records and reports on a regular basis.
- Prepare all Library correspondence.
- Plan, install and maintain state of the art information access technology at the Library, interfacing with other organizations (City, CCS, NSLS) and other Park Ridge governments, as needed.
- Coordinate and schedule community use of meeting rooms.
- Coordinate the Park Ridge Community Network - the community's online Internet site for community information.
- Coordinate the Library's website- offering links to the Library's online catalog and comprehensive information about services, programs, events, Board meetings and minutes and policies.
- Coordinate all publicity for the Library, its programs, services and collections.
- Oversee outsourcing of online catalog/circulation database through the Cooperative Computer Services, Inc. consortia and the OCLC cataloging service.
- Promote Library services and programs and assure the Library's interests are represented through outreach and collaboration with community organizations.
- Accomplish goals of the Strategic Plan.
- Participate in continuing education opportunities to improve skills.

LIBRARY ADMINISTRATION



LIBRARY
LIBRARY MAINTENANCE

<u>NOTES</u>	06/07		07/08		08/09		Percent Change	
	Actual	Budget	Actual	Estimated	Budget	From Budget	09/10 Estimate	
<p><u>Building Maint.:</u> 08/09: Heat and air conditioning (\$10,000), general maint. (\$102,400), elevator maint. (\$1,900). General maintenance projects include \$900 for new fire alarm notification system.</p> <p><u>Vehicle Maintenance:</u> Annual operating costs of passenger van.</p> <p><u>Capital:</u> 09/10: \$80,000 refinish interior woodwork. See page 204. \$200,000 re-carpet library. See page 206.</p> <p><u>Motor Equipment:</u> \$2,000 annual replacement funding for passenger van.</p>	Personal Services							
	2015012910000	Regular Salaries	118,570	134,900	134,900	130,300	-3%	134,200
	2015012921000	Insurance	12,439	15,200	15,200	10,100	-34%	10,300
	2066050949100	FICA & IMRF Pmts.	21,872	23,800	23,800	23,000	-3%	24,300
	Personal Services Total		152,881	173,900	173,900	163,400	-6%	168,800
	Contractual Services							
	2015012932103	Building Maintenance	99,262	113,400	113,400	111,800	-1%	115,300
	2015012932201	Off-Site Storage	4,860	6,600	6,600	6,600	0%	6,800
	2015012932700	Office Equip. Maint.	3,090	1,500	1,500	1,500	0%	1,500
		Vehicle Maintenance		2,400	2,600	2,400	0%	2,500
	Contractual Services Total		107,212	123,900	124,100	122,300	-1%	126,100
	Commodities							
	2015012952100	Building Supplies	21,327	20,000	22,000	22,500	13%	23,200
	2015012955000	Heat	8,301	12,000	12,000	12,000	0%	12,400
	Commodities Total		29,628	32,000	34,000	34,500	8%	35,600
Operating Budget Total		289,720	329,800	332,000	320,200	-3%	330,500	
Capital Budget								
2015012990400	Motor Equipment		2,000	2,000	2,000	0%	2,000	
2015012996300	Facility Maintenance	33,784	35,000	35,000			280,000	
Capital Budget Total		33,784	37,000	37,000	2,000	-95%	282,000	
Library Maintenance Total		323,504	366,800	369,000	322,200	-12%	612,500	

Ongoing programs:

- Provide a clean, safe, attractive public facility utilizing all facets of local government including the Fire, Police, and Public Works Departments.
- Acquire materials, supplies, utilities, and equipment of the highest quality at the best possible price.
- Utilize off-site storage areas to attempt to meet local fire department requirements and still provide necessary equipment storage.
- Maintain the highest possible competency level for staff performing maintenance, security, and custodial duties through continuing education.
- Provide support for an average of 270+ large community programs held annually in the Library.
- Secure, record and deliver an average of 5,000 packages annually to provide a continuous flow of new library materials and operating supplies.
- Continue to participate in the local recycling program.
- Continue to modify the existing structure to accommodate programs, services, materials and equipment.
- Maintain physical structure and mechanicals to ensure limited facility down time for our patrons.
- Accomplish goals of the Strategic Plan.
- Participate in continuing education opportunities to improve skills.

**LIBRARY
TECHNICAL SERVICES**

NOTES			06/07	07/08	07/08	08/09	Percent	09/10
			Actual	Budget	Estimated	Budget	Change From Budget	Estimate
<p>Salaries: 08/09: Librarians \$195,200; Library Assistants \$192,800; Pages \$13,000.</p> <p>Library Supplies: Increased library supplies by 3% for additional security cases.</p> <p>Capital Budget: Yearly contribution to Technology Replacement Fund, see p. 279 for more information.</p>	Personal Services							
	2015013910000	Regular Salaries	357,773	385,600	385,600	401,000	4%	413,100
	2015013921000	Insurance	90,032	47,000	47,000	48,300	3%	49,700
	2066050949100	FICA & IMRF Pmts.	62,463	67,900	67,900	70,800	4%	74,900
	Personal Services Total		510,268	500,500	500,500	520,100	4%	537,700
	Contractual Services							
	2015013935100	Equipment Rental	4,708	4,000	4,000	4,000	0%	4,100
	2015013931700	Data Processing	14,590	18,200	18,200	18,200	0%	18,700
	2015012937400	Binding	4,074	4,200	4,200	4,200	0%	4,300
	Contractual Services Total		23,372	26,400	26,400	26,400	0%	27,100
	Commodities							
	2015013951100	Library Supplies	31,340	35,100	35,100	36,200	3%	37,300
	Commodities Total		31,340	35,100	35,100	36,200	3%	37,300
	Operating Budget Total		564,980	562,000	562,000	582,700	4%	602,100
	Capital Budget							
2015013990100	Computer Equipment	78,800	78,800	78,800	66,800	-15%	131,300	
Capital Budget Total		78,800	78,800	78,800	66,800	-15%	131,300	
Technical Services Total		643,780	640,800	640,800	649,500	1%	733,400	

Ongoing Programs:

- Order and receive new books, sound recordings and other library resources for the collections.
- Maintain information for books ordered for the collection.
- Catalog and classify books and library resources to provide access to materials in the online catalog and on Library shelves.
- Maintain Park Ridge Public Library's records in the online catalog/circulation database (Sirsi) by entering and updating bibliographic information, classification numbers, item data and patron holds for new materials.
- Check in, enter and track receipt of magazines through Sirsi Serials Control Module.
- Complete processing of new materials for circulation by stamping, covering and/or repackaging them for use by the patrons.
- Withdraw items from the online database and prepare for removal.
- Maintain statistical data for materials added to and withdrawn from the collection.
- Complete minor repairs to library materials; process books for rebinding.
- Participate in continuing education opportunities to increase skills and knowledge in technology, cataloging and other technical services functions.
- Work with the staff at Cooperative Computer Services, Inc. and the 20 other libraries within the Sirsi consortia to develop and maintain the online catalog/circulation database.
- Accomplish goals of the Strategic Plan.

**LIBRARY
ADULT REFERENCE**

<u>NOTES</u>	06/07		07/08		08/09		Percent Change	
	Actual	Budget	Estimated Actual	Budget	Budget	From Budget	Estimate	09/10
Salaries: 08/09: Librarians \$315,000; Library Assistants \$130,400; Pages \$92,100. Library Resources: 08/09: Adult books (\$170,000), periodicals (\$23,700), microfilm (\$7,200), on-line databases (\$128,800). 09/10: Increase on-line databases by \$10,000 for addition of Webfeat (federated searching product).	Personal Services							
	2015014910000 Regular Salaries	488,454	531,300	531,300	537,500	1%	553,700	
	2015014921000 Insurance	29,770	33,400	32,800	36,100	8%	37,200	
	2066050949100 FICA & IMRF Pmts.	86,149	93,600	93,600	94,900	1%	100,400	
	Personal Services Total	604,373	658,300	657,700	668,500	2%	691,300	
	Contractual Services							
	2015014938508 Night Owl Reference	2,059	2,300	2,100	2,300	0%	2,400	
	Contractual Services Total	2,059	2,300	2,100	2,300	0%	2,400	
	Commodities							
	2015014951100 Library Supplies	1,687	1,200	1,200	1,200	0%	1,200	
	2015014954000 Library Resources	307,487	343,700	327,100	329,700	-4%	349,600	
	Commodities Total	309,174	344,900	328,300	330,900	-4%	350,800	
	Operating Budget Total	915,606	1,005,500	988,100	1,001,700	0%	1,044,500	
	Adult Reference Total	915,606	1,005,500	988,100	1,001,700	0%	1,044,500	

Ongoing Programs:

- Assist patrons with their information needs on a daily basis, in-person and via available technology (telephone, e-mail, fax, live chat) with an emphasis on accurate responses and excellent customer service.
- Train patrons and staff in the use of electronic resources including the online catalog, online subscription resources and the Internet both by structured workshops and one-to-one assistance.
- Maintain a reference and non-fiction collection in print and electronic formats to meet the information needs of the community.
- Maintain the patron webpages for use at the Library's Internet workstations.
- Coordinate the cooperative utilization of Interlibrary Loan - obtaining resources for our patrons from other libraries and lending our resources to other libraries.
- Digitize significant local records of Park Ridge (e.g. Pieces of Park Ridge) to be available on the Internet.
- Assess portions of the reference and nonfiction collections annually using all tools available, including circulation statistics to maintain quality collections.
- Accomplish goals of the Strategic Plan.
- Participate in continuing education opportunities to improve skills.

**LIBRARY
CHILDREN'S SERVICES**

NOTES			06/07	07/08	07/08	08/09	Percent	09/10
			Actual	Budget	Estimated	Budget	Change From Budget	Estimate
Salaries: 08/09: Librarians \$232,200; Library Assistants \$236,100; Pages \$64,900. Library Resources: 08/09: Children books (\$111,200), periodicals (\$2,400), recordings (\$9,800), audio visual (\$13,400), misc. (\$1,600), CD ROM (\$3,000).	Personal Services							
	2015015910000	Regular Salaries	476,171	512,700	512,700	533,200	4%	549,200
	2015015921000	Insurance	59,341	66,300	64,700	58,900	-11%	60,600
	2066050949100	FICA & IMRF Pmts.	83,093	90,300	90,300	94,100	4%	99,600
	Personal Services Total		618,605	669,300	667,700	686,200	3%	709,400
	Contractual Services							
	2015015938500	Gen. Contract. Svcs.	10,399	9,700	9,700	9,700	0%	10,000
	Contractual Services Total		10,399	9,700	9,700	9,700	0%	10,000
	Commodities							
	2015015951100	Library Supplies	5,714	4,900	4,900	4,900	0%	5,000
	2015015954000	Library Resources	140,975	135,900	141,200	141,400	4%	147,600
	Commodities Total		146,689	140,800	146,100	146,300	-4%	152,600
	Operating Budget Total		775,693	819,800	823,500	842,200	3%	872,000
Children's Services Total		775,693	819,800	823,500	842,200	3%	872,000	

Ongoing Programs:

- Provide an up-to-date collection of materials in a variety of formats for children from birth to 6th grade, parents, teachers and other adults who work with children by ordering new materials and removing items that are out of date or no longer useful to library users.
- Offer interesting and informative programs including storytimes, Battle of the Books, Teddy Bear Time, Chat 'n Chew and guest performers throughout the year both in the library and at various schools, preschools, and other centers.
- Offer reading incentive programs such as the Summer Reading Club, Family Reading Club, Wolves Reading Club and the Reading Patch Club.
- Provide a clean and inviting place for families to spend time together enjoying books, working on computers, playing with educational toys, or listening to music.
- Provide resources and professional assistance to students and teachers to supplement school curriculum.
- Provide continuing education opportunities to teachers and preschool providers
- Assist students, parents and teachers in using the library's print and online resources, online catalog (SIRSI) and the Internet to access information resources.
- Work with the Information Services Coordinator to promote the various programs and services provided by the department.
- Accomplish goals of the Strategic Plan
- Participate in continuing education opportunities to improve staff skills in technology, reference and reader's advisory as they relate to children's services.
- Partner with the schools, preschools, and other community organizations to offer services and programs to a wider portion of the residents of Park Ridge.

**LIBRARY
CIRCULATION**

<u>NOTES</u>	06/07		07/08		08/09		09/10	
	Actual	Budget	Estimated Actual	Budget	Budget	Percent Change From Budget	Estimate	
Salaries: 08/09: Library Assistants \$375,400. Data Processing: Increase by 5%. Costs are increasing and Director's Station will be licensed.	Personal Services							
	2015016910000	Regular Salaries	380,742	361,000	361,000	375,400	4%	386,700
	2015016921000	Insurance	47,362	56,300	56,300	56,600	1%	58,300
	2066050949100	FICA & IMRF Pmts.	58,547	63,600	63,600	66,300	4%	70,100
	Personal Services Total		486,652	480,900	480,900	498,300	4%	515,100
	Contractual Services							
	2015016931700	Data Processing	54,300	58,200	58,200	61,100	5%	62,900
	Contractual Services Total		54,300	58,200	58,200	61,100	5%	62,900
	Commodities							
	2015016951100	Library Supplies	8,139	8,900	8,900	8,900	0%	9,200
Commodities Total		8,139	8,900	8,900	8,900	0%	9,200	
Operating Budget Total		549,091	548,000	548,000	568,300	4%	587,200	
Circulation Total		549,091	548,000	548,000	568,300	4%	587,200	

Ongoing Programs:

- Provide courteous efficient customer service in person or by phone.
- Issue new library cards and maintain patron records in the online database (SIRSI).
- Circulate over 715,000 items per year and maintain and report circulation statistics provided by the online circulation database.
- Promote ongoing training for all staff.
- Continue training patrons on Self Checkout machine.
- Coordinate with other public service departments to provide an even flow of returned materials to the departments.
- Evaluate circulation rules and procedures and recommend changes as appropriate.
- Actively pursue the return of overdue items through notices, letters, phone calls etc.
- Work with the staff at Cooperative Computer Services, Inc. and the 20 other libraries within the SIRSI consortia to develop and maintain the online catalog/circulation database.
- Utilize volunteers where appropriate to assist with check-in of materials.
- Accomplish goals of the Strategic Plan.
- Participate in continuing education opportunities to improve skills.

**LIBRARY
READER SERVICES**

NOTES	06/07		07/08		07/08		08/09		Percent Change		
	Actual	Budget	Budget	Estimated	Budget	Actual	Budget	From Budget	Estimate	09/10	
<p>Salaries: 08/09: Librarians \$185,500; Library Assistants \$215,500.</p> <p>Gen. Contract Svcs.: 08/09: Increased by \$1,000 to expand Young Adults program.</p> <p>Library Resources: 08/09: Adult books (\$51,000), young adult books (\$8,300), young adult games (\$3,000), recordings (\$26,800), audio visual (\$19,800), misc. (\$400), MWL (\$40,000), e-books (\$1,300). "Young Adults games" is a new addition to the collection.</p>	Personal Services										
	2015017910000	Regular Salaries	353,723	397,600	397,600	401,000		1%	413,100		
	2015017921000	Insurance	22,028	25,400	25,400	35,200		39%	36,200		
	2066050949100	FICA & IMRF Pmts.	64,469	70,000	70,000	70,800		1%	74,900		
	Personal Services Total		440,220	493,000	493,000	507,000		3%	524,200		
	Contractual Services										
	2015017938506	Gen. Contract. Svcs.	14,075	13,000	13,000	14,000		8%	14,400		
	Contractual Services Total		14,075	13,000	13,000	14,000		8%	14,400		
	Commodities										
	2015017951100	Library Supplies	3,669	4,000	4,000	4,000		0%	4,100		
	2015017954000	Library Resources	146,597	137,600	148,900	150,600		9%	155,000		
	Commodities Total		150,266	141,600	152,900	154,600		9%	159,100		
	Operating Budget Total		604,562	647,600	658,900	675,600		4%	697,700		
	Reader Services Total		604,562	647,600	658,900	675,600		4%	697,700		

Ongoing Programs:

- Maintain a quality collection of print and non-print Reader Services materials that reflects the diverse interests and needs of adult patrons.
- Provide resources including staff, reference tools, online databases, bibliographies and the PAL program to help patrons find satisfying novels to read, CDs to listen to and videos and DVDs to watch.
- Continue to promote the Library as a community center by creating interesting programs for adults, providing space for patrons to meet friends and scheduling special events such as the Holiday Open House.
- Provide specialized materials including large print books, customized equipment, and special services such as homebound delivery for patrons with special needs.
- Purchase a wide assortment of YA materials and create interesting programs to attract YAs to use the Library.
- Continue to work with the middle and high schools to provide enrichment to school curriculum and homework resources for students.
- Create and produce summer reading clubs, book discussions and the community-wide PARK RIDGE READS to encourage the enjoyment of reading for young adults and adults.
- Offer access to computers for word processing, spreadsheet and Internet usage.
- Accomplish goals of the Strategic Plan.
- Participate in continuing education opportunities to improve skills.

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CAPITAL PLAN

SUMMARY

City's Mission

The City of Park Ridge is committed to providing excellence in City services in order to uphold a high quality of life, so our community remains a wonderful place to live and work. All proposed capital projects should be evaluated against this mission statement.

Total 2008/09 Capital Projects

The Capital Improvements budget, including debt service, for 2008/09 totals \$10,164,400. Capital projects consist of a year-to-year ongoing infrastructure replacement program and one-time projects. Debt service relates to payment of the public works service center & alley paving projects bond, the City's portion of SWANCC debt, payment for bonds issued in 2004 for a new central water reservoir and transmission line, bonds issued in 2005 and 2006 for public improvements in the uptown tax increment financing district.

Maintenance of the City's Infrastructure

The City Council has always held a strong commitment to maintaining the City's infrastructure. The City annually commits funds to reforestation, sewer rehabilitation, sidewalk replacement, street rehabilitation, watermain replacement, computer and motor equipment replacement.

Process

To allow adequate time for consideration of major expenditures, budget preparation is divided into two segments. First, the capital budget is prepared with six-year projections. Staff prepares the capital budget in the fall of each year. In March, the entire budget including the capital portion is reviewed. City policy requires the Council to adopt the annual budget prior to the start of the fiscal year (May 1). The objective of the capital plan is to provide for the preparation and maintenance of long range, comprehensive plans for the continued physical development of the community. Capital planning is imperative to control land use, determine the location and character of public improvements, and provide for City needs in a logical and efficient fashion while staying within the financial resources of the City.

Definition

The time period of the capital plan is six years 2008/09 through 2013/14. Normally, items included in the capital budget are limited to expenditures with a life of not less than 10 years and a cost of at least \$25,000.

Internal Service Funds

Each year, the City contributes to the motor equipment, city computer replacement, and library technology replacement funds. These three funds are called internal service funds. The money for replacement vehicles and computers comes from the annual contributions to these funds and the funds' interest earnings.

Organization/Priority of Projects

Capital projects are organized by fund and departmental priority. Library capital projects are listed first, followed by the General Fund, Motor Fuel Tax, Emergency Telephone, Water, Parking, and Uptown TIF fund projects. Within each fund, projects are listed by departmental priority. For example, "General/Public Works/Priority#1" indicates the project will be charged to the General Fund and is the first priority project of the Public Works department. Future years' projects are organized separately from the current year's projects. There is no overall priority ranking for future projects.

CAPITAL PLAN BY FUND

Page No.	Budget 2007-08	Est. Actual 2007-08	Budget 2008-09	Budget 2009-10	Budget 2010-11	Budget 2011-12	Budget 2012-13	Budget 2013-14
Library Fund:								
202			50,000					
204				80,000	80,000	80,000		
206				200,000				
208					100,000			
210						60,000		
212					70,000			
214						115,000		
216								100,000
	35,000	35,000						
	Subtotal	35,000	50,000	280,000	250,000	255,000	-	100,000
279	78,800	78,800	66,800	131,300	131,300	131,300	131,300	131,300
280 - 281	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
	Subtotal	115,800	118,800	413,300	383,300	388,300	133,300	233,300
General Fund:								
218	110,000	102,000	121,500	127,600	134,000	140,700	147,700	155,100
220	394,600	300,000	348,000	400,000				
222	83,100	83,100	90,300	93,000	95,800	98,700	101,700	104,800
224	52,500	52,500	43,000	44,300	45,600	47,000	48,400	49,900
226			51,000	52,500	54,100	55,700	57,400	59,100
228	33,000	15,000		38,000	39,000	42,000		
230			250,000					
232	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
234	138,000	132,000	117,500	121,000	124,600	128,300	132,100	136,100
236			14,000					
238			30,000					
240				39,500				
242				218,500				
244					80,700			
246					166,800			
248					82,900			
250				200,000				
252				64,800				
254				240,000				
256				125,000				
258				26,300				
260				329,400	549,300	565,800	582,800	
	Subtotal	841,200	714,600	2,149,900	1,402,800	1,108,200	1,100,100	535,000
278	188,400	188,400	138,400	298,700	301,700	304,700	307,700	310,700
280 - 281	480,400	480,400	330,600	661,500	685,100	709,100	734,400	760,200
	Subtotal	1,510,000	1,383,400	3,110,100	2,389,600	2,122,000	2,142,200	1,605,900
Motor Fuel Tax Fund:								
262	740,200	634,300	700,000	952,900	1,000,500	906,600	952,000	999,500
264	884,200	800,000	701,300	736,400	773,200			
266						344,000	476,000	
	Subtotal	1,624,400	1,401,300	1,689,300	1,773,700	1,250,600	1,428,000	999,500

CAPITAL PLAN BY FUND (CONT.)

Page No.		Budget 2007-08	Est. Actual 2007-08	Budget 2008-09	Budget 2009-10	Budget 2010-11	Budget 2011-12	Budget 2012-13	Budget 2013-14
Emergency Telephone Fund:									
278	Contrib. to Computer Repl. Fd.	10,500	10,500	10,500	14,100	14,200	14,300	14,400	14,500
	Subtotal	10,500	10,500	10,500	14,100	14,200	14,300	14,400	14,500
Water Fund:									
268	Watermain Replacement	611,200	840,000	682,300	716,400	752,200	789,800	829,300	870,700
270	Clean & Paint Water Tower							203,500	
	Street Resurfacing	537,300	459,300	605,000	635,200	667,000	604,400	634,600	666,400
	Subtotal	1,148,500	1,299,300	1,287,300	1,351,600	1,419,200	1,394,200	1,667,400	1,537,100
278	Contrib. to Computer Repl. Fd.	3,800	3,800	3,800	3,700	3,700	3,900	3,900	3,900
280 - 281	Contrib. to Motor Equip. Repl. Fd.	74,400	74,400	74,200	76,800	79,800	82,900	86,100	89,500
	Subtotal	1,226,700	1,377,500	1,365,300	1,432,100	1,502,700	1,481,000	1,757,400	1,630,500
Parking Fund:									
272	Uptown Parking Lot Resurfacing			130,200					
	Subtotal	-	-	130,200	-	-	-	-	-
278	Contrib. to Computer Repl. Fd.	8,000	8,000	8,000	8,100	8,200	8,300	8,400	8,500
280 - 281	Contrib. to Motor Equip. Repl. Fd.	21,000	21,000	21,000	21,700	22,500	23,300	24,100	24,900
	Subtotal	29,000	29,000	159,200	29,800	30,700	31,600	32,500	33,400
Uptown TIF Fund:									
274	Downtown Streetscape	350,000	350,000	495,000	305,000	2,225,000	330,000	2,420,000	
276	Summit Ave. Beautification				30,000	175,000	25,000		
	Uptown Wayfinding	100,000							
	Plaza Arcade	50,000							
	Subtotal	500,000	350,000	495,000	335,000	2,400,000	355,000	2,420,000	-
Municipal Waste Fund:									
280 - 281	Contrib. to Motor Equip. Repl. Fd.	11,300	11,300	11,300	18,700	18,700	18,700	18,700	18,700
282 - 285	Debt Service	61,500	61,500	61,500	87,000	84,000	81,000	91,000	93,300
	Subtotal	72,800	72,800	72,800	105,700	102,700	99,700	109,700	112,000
1998 Debt Service Fund:									
282 - 285	Debt Service	1,659,200	1,659,200	1,632,800					
	Subtotal	1,659,200	1,659,200	1,632,800	-	-	-	-	-
2004A (TIF) Debt Service Fund:									
282 - 285	Debt Service	888,300	888,300	1,041,600	1,039,600	1,194,500	1,200,700	98,800	
	Subtotal	888,300	888,300	1,041,600	1,039,600	1,194,500	1,200,700	98,800	-
2004B (Water) Debt Service Fund:									
282 - 285	Debt Service	881,200	881,200	878,400	885,400	885,600	889,100	926,400	884,600
	Subtotal	881,200	881,200	878,400	885,400	885,600	889,100	926,400	884,600
2005A (Uptown TIF) Debt Service Fund:									
282 - 285	Debt Service	321,100	321,100	321,100	321,100	321,100	421,100	417,100	413,100
	Subtotal	321,100	321,100	321,100	321,100	321,100	421,100	417,100	413,100
2006A (Uptown TIF-Tax Exempt) Debt Service Fund:									
282 - 285	Debt Service	523,500	523,500	523,500	523,500	523,500	523,500	623,500	519,300
	Subtotal	523,500	523,500	523,500	523,500	523,500	523,500	623,500	519,300
2006B (Uptown TIF-Taxable) Debt Service Fund:									
282 - 285	Debt Service	579,800	579,800	579,800	579,800	579,800	579,800	1,364,800	1,880,100
	Subtotal	579,800	579,800	579,800	579,800	579,800	579,800	1,364,800	1,880,100
Total Capital Budget		9,942,300	9,626,400	10,164,400	10,478,800	12,101,400	9,356,700	11,468,100	8,326,200

CAPITAL PLAN BY CATEGORY

ye No.	Budget 2007-08	Est. Actual 2007-08	Budget 2008-09	Budget 2009-10	Budget 2010-11	Budget 2011-12	Budget 2012-13	Budget 2013-14
Infrastructure Program:								
222	Reforestation	83,100	83,100	90,300	93,000	95,800	98,700	104,800
220	Sewer Construction	394,600	300,000	348,000	400,000			
260	Sewer Lining				329,400	549,300	565,800	582,800
218	Sidewalk Replacement	110,000	102,000	121,500	127,600	134,000	140,700	155,100
262	Street Rehabilitation	1,277,500	1,093,600	1,305,000	1,588,100	1,667,500	1,511,000	1,665,900
264	Alley Paving	884,200	800,000	701,300	736,400	773,200		
266	Alley Reconstruction						344,000	476,000
268	Watermain Replacement	611,200	840,000	682,300	716,400	752,200	789,800	829,300
	Subtotal	3,360,600	3,218,700	3,248,400	3,990,900	3,972,000	3,450,000	3,724,100
3, 279	Contrib. to Computer Repl. Funds	289,500	289,500	227,500	455,900	459,100	462,500	465,700
1- 281	Contrib. to Motor Equip. Repl. Fd.	589,100	589,100	439,100	780,700	808,100	836,000	865,300
	Total Infrastructure	4,239,200	4,097,300	3,915,000	5,227,500	5,239,200	4,748,500	5,055,100
Time Projects:								
Building Repairs:								
1- 217	Library Maintenance	35,000	35,000		280,000	250,000	255,000	100,000
252	Remodel City Council Chambers				64,800			
240	Fire Training Tower Improvement				39,500			
242	Fire St. 36 Concrete Project				218,500			
244	Fire Stns Insulation					80,700		
246	Fire St. 35 Parking Lot Repair					166,800		
248	Fire Stns Electrical Repairs					82,900		
	Total Building Repairs	35,000	35,000	-	602,800	580,400	255,000	100,000
Other One Time Projects:								
202	Library Feasibility Study			50,000				
224	Dutch Elm Protection	52,500	52,500	43,000	44,300	45,600	47,000	49,900
226	Gypsy Moth Aerial Spray Tree Prot			51,000	52,500	54,100	55,700	59,100
228	Traffic Controllers	33,000	15,000		38,000	39,000	42,000	
230	Western Ave. Turn Lane			250,000				
232	Geographic Information System	30,000	30,000	30,000	30,000	30,000	30,000	30,000
234	Technology Implementation	138,000	132,000	117,500	121,000	124,600	128,300	136,100
236	Police Radio Transmitter Upgrade			14,000				
238	Police Audio & Video Upgrade			30,000				
250	PWSC Air Quality				200,000			
254	Resurface City Hall Parking Lot				240,000			
256	Replace City Hall Parking Lot Lights				125,000			
258	Police Entrance Landscape				26,300			
270	Clean & Paint Water Tower						203,500	
272	Uptown Parking Lot Resurfacing			130,200				
274	Downtown Streetscape	350,000	350,000	495,000	305,000	2,225,000	330,000	2,420,000
276	Summit Ave. Beautification				30,000	175,000	25,000	
	Uptown Wayfinding	100,000						
	Plaza Arcade	50,000						
	Total Other One Time Projects	753,500	579,500	1,210,700	1,212,100	2,693,300	658,000	2,891,400
	Total One Time Projects	788,500	614,500	1,210,700	1,814,900	3,273,700	913,000	375,100
2- 285	Debt Service	4,914,600	4,914,600	5,038,700	3,436,400	3,588,500	3,695,200	3,521,600
	Total Capital Budget	9,942,300	9,626,400	10,164,400	10,478,800	12,101,400	9,356,700	11,468,100

CAPITAL PLAN BY PROGRAM

	Budget 2007-08	Est. Actual 2007-08	Budget 2008-09	Budget 2009-10	Budget 2010-11	Budget 2011-12	Budget 2012-13	Budget 2013-14
Administration:								
City Administration	2,200	2,200	1,600	3,100	3,200	3,300	3,400	3,500
Information Technology	253,600	247,600	202,500	291,100	296,500	301,900	307,500	313,200
Economic Development	1,424,400	1,424,400	1,424,400	1,424,400	1,424,400	1,524,400	2,405,400	2,812,500
Records Control	8,000	8,000	5,900	8,000	8,100	8,200	8,300	8,400
Subtotal	1,688,200	1,682,200	1,634,400	1,726,600	1,732,200	1,837,800	2,724,600	3,137,600
Community Development:								
Commun. Develop. Admin.	300	300	300	500	600	600	700	700
Building Code Enforcement	4,800	4,800	3,300	6,600	6,800	7,000	7,200	7,400
Business District Support								
Environmental Hlth-Neighbor Planning	3,300	3,300	1,600	3,100	3,200	3,300	3,400	3,500
Zoning	35,300	35,300	33,900	37,100	37,200	37,300	37,400	37,500
	3,000	3,000	2,100	4,100	4,200	4,300	4,400	4,500
Subtotal	46,700	46,700	41,200	51,400	52,000	52,500	53,100	53,600
Finance:								
Finance Administration	300	300	300	500	600	600	700	700
Subtotal	300	300	300	500	600	600	700	700
Fire:								
Emergency Response	171,300	171,300	118,600	237,500	246,300	255,400	264,900	274,700
Fire Administration	3,500	3,500	2,600	263,200	335,800	5,600	5,800	6,000
Fire Prevention	3,400	3,400	2,300	4,600	4,700	4,800	4,900	5,000
Subtotal	178,200	178,200	123,500	505,300	586,800	265,800	275,600	285,700
Police:								
Emergency 911	10,500	10,500	10,500	14,100	14,200	14,300	14,400	14,500
Investigation	12,800	12,800	8,800	17,500	18,000	18,500	19,100	19,700
Patrol	117,100	117,100	82,200	192,700	196,900	201,200	205,600	210,100
Patrol-Computer Maint.	1,400	1,400	1,000	1,800	1,800	1,800	1,800	1,800
Patrol-Vehicle Maint.	2,600	2,600	2,300	3,500	3,600	3,700	3,800	3,900
Communications	6,800	6,800	5,000	9,100	9,200	9,300	9,400	9,500
Police Administration	4,500	4,500	46,800	5,500	5,700	5,900	6,100	6,300
Subtotal	155,700	155,700	156,600	244,200	249,400	254,700	260,200	265,800
Public Works:								
Alley Maintenance	983,700	899,500	799,300	736,400	773,200	344,000	476,000	
Engineering	4,000	4,000	2,800	5,600	5,800	6,000	6,200	6,400
Forestry	137,300	137,300	185,500	192,100	197,900	203,900	210,100	216,500
Grounds Maintenance	512,200	362,200	503,400	351,900	2,417,500	373,100	2,438,700	19,400
Parking Services	29,000	29,000	138,200	29,800	8,200	8,300	8,400	8,500
Public Works Admin.	3,400	3,400	23,300	4,600	27,200	28,100	29,000	29,900
City Buildings Maintenance	1,559,700	1,559,700	1,534,800	656,100				
Sewer Line & Drainage	426,600	332,000	370,000	773,600	595,000	613,100	631,800	50,700
Sidewalk Maintenance	110,000	102,000	121,500	127,600	134,000	140,700	147,700	155,100
Snow, Ice & Storm	36,800	36,800	25,300	50,700	52,500	54,300	56,200	58,200
Solid Waste Disposal	72,800	72,800	72,800	105,700	102,700	99,700	109,700	112,000
Street Lighting								
Street Maintenance	852,700	746,800	777,400	1,108,300	1,161,300	1,073,000	1,124,200	1,177,700
Traffic Control	33,000	15,000	250,000	38,000	39,000	42,000		
Water Supply & Treatment	1,777,500	1,777,500	1,927,700	1,932,700	2,087,900	2,097,900	1,236,900	892,900
Water Main Services	1,218,700	1,369,500	1,357,600	1,424,400	1,494,900	1,472,900	1,545,700	1,622,200
Subtotal	7,757,400	7,447,500	8,089,600	7,537,500	9,097,100	6,557,000	8,020,600	4,349,500
Library:								
Technical Services	78,800	78,800	66,800	131,300	131,300	131,300	131,300	131,300
Library Administration			50,000					
Library Maintenance	37,000	37,000	2,000	282,000	252,000	257,000	2,000	102,000
Subtotal	115,800	115,800	118,800	413,300	383,300	388,300	133,300	233,300
Total Capital Budget	9,942,300	9,626,400	10,164,400	10,478,800	12,101,400	9,356,700	11,468,100	8,326,200

IMPACT OF CAPITAL PROJECTS ON OPERATING BUDGET

Dept.	Project	Description	No Impact	FUND			
				General	Library	Water	Parking
Fiscal 2008/09 Projects:							
Lib	Facility Feasibility Study	Determine options for dealing w lib space needs.	X				
PW	Sidewalk Replacement	Reduce potential liability claims.		(10,000)			
PW	Sewer Rehabilitation	Reduce sewer backup, thereby reducing personnel & garbage pick-up for flooding.		(10,000)			
PW	Reforestation	Increase operating expenses for leaf sweeping, sewer maintenance and tree trimming.		10,000			
PW	Dutch Elm Protection	Reduces tree removal and reforestation costs		(62,300)			
PW	Gypsy Moth Protection	Loss of entire tree population of infected area		(6,500,000)			
PW	Western Ave. Turn Lane	Right Turn Lane on Western Avenue	X				
CPD	Geographic Infor. Sys.	Increase operating costs for maintenance.		(95,000)			
IT	Technology Implementation	Increase insurance & maintenance costs.		10,000			
Pol	Relocate Radio Transmitter	Relocate backup transmitter	X				
Pol	Upgrade Video & Audio Sys	Update video system for City Hall & Police dept.	X				
PW	Resurface streets	Reduce street maintenance expenses and postpones street reconstruction.		(10,000)			
PW	Pave alleys	Pay attorney to establish special service areas. Reduce maintenance costs for grading alleys.		10,000 (5,000)			
PW	Replace water mains	Reduce maintenance and lost water expenses.				(5,000)	
PW	Resurface Uptown Park Lot	Reduces liability exposure and patching costs.				(1,000)	
PW	Downtown Streetscape	Initial decrease of maintenance expenses.		(5,000)			
PW	Summit Ave. Beautification	Reduce maintenance costs along embankment.		(5,000)			
	Subtotal			(6,672,300)	-	(5,000)	(1,000)
Future Projects:							
Lib	Refinish interior woodwork	Extend life of existing hardwood.	X				
Lib	Re-carpet library	Reduce maintenance costs/less spot cleaning			(1,400)		
Lib	Repair flat roof	Reduce work hours to repair roof.			(2,000)		
Lib	Replace elevator pump	Reduce annual maintenance contract.			(1,000)		
Lib	Repair HVAC unit	Eliminate need for manual control;increase efficiency.			(2,000)		
Lib	Replace lights	Replace outdated light fixtures	X				
Lib	Upgrade Electrical Gear	Upgrade main electrical switch gear	X				
Fire	Fire Dept. Training Tower		X				
Fire	Resurface driveway		X				
Fire	Install Insulation	Decrease heat expenses by undetermined amt.					
Fire	Resurface parking lot		X				
Fire	Repair electrical systems		X				
PW	Traffic Signal Controllers	Reduces traffic accidents and contractor repairs.		(10,000)			
PW	Air Quality PWSC	Install air conditioning in 3rd floor of PWSC	X				
PW	Resurface City Hall Park Lot		X				
PW	City Hall Parking Lot Lights	Decrease maintenance expenses.		(1,000)			
PW	City Council Chambers	Remodel City Council Chambers	X				
PW	Police Landscape	Reduce potential slip & fall incidents.	X				
PW	Sewer Lining	Reduce sewer flushing operating expenses.		(5,000)			
PW	Alley Reconstruction	Reduce maintenance expenses.		(10,000)			
Police	New Police Facility	Insur, maint, and utility costs will increase.		24,000			
PW	Paint Water Tank Exterior		X				
	Subtotal			(2,000)	(6,400)	-	0
Grand Total				(6,674,300)	(6,400)	(5,000)	(1,000)

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Project Title: Library Facility – Feasibility Study
Program Area Name: Library Administration
Fund/Department/Departmental Priority Within Fund#: Library/Library/Priority #1
General Ledger Account #: 201-5011-9963-00

Project Description/Justification:

In January 2006, the Library Board of Trustees and Department Managers held a workshop to identify key issues facing the library. At the workshop the Board discussed the lack of space in the current facility and how it affects the services and collections the Library provides to the community. Participants identified the major facility issues as: the Americans with Disabilities Act (ADA) Requirements, Public Space, Meeting Space, Storage, Library Collections and Work Space. The Library Board of Trustees then conducted a Facilities Review that looked at each of the six major areas in detail and included a review of the work that has been done over the past nineteen years. The Board concluded that every area of Library service is affected by the lack of adequate space in our current facility.

The Board of Trustees believes that in order for the Library to provide a modern facility for the residents of our community and to fulfill its vision to become a “third place” for residents to gather and learn, the solution is to expand the library.

The next step is to hire an architect to conduct a feasibility study to determine options for increasing the size of the Library and its impact on the site.

Capital Improvement Program History And Programming Of Project By Years:

Most recent space needs study conducted in 2000.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

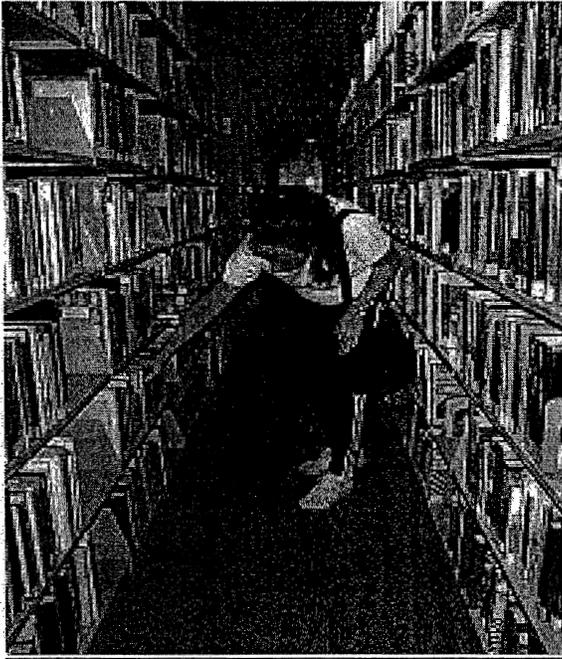
Consultant Fees	\$50,000
TOTAL	\$50,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$50,000	Library
2009 to 2010		
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$50,000	Library

Project Title:

Library Facility – Feasibility Study



Project Title: Refinish Interior Woodwork
Program Area Name: Library Maintenance
Fund/Department/Departmental Priority Within Fund#: Library/Library/Future Project
General Ledger Account #: 201-5012-9963-00

Project Description/Justification:

There is a substantial amount of wood trim in the 1958 portion of the Library that has aged and discolored, in some areas it appears that there is no finish left on the wood.

Capital Improvement Program History And Programming Of Project By Years:

In order to keep the building looking well maintained and to preserve the wood, this project needs to be accomplished.

Impact On Operating Budget:

There will be no impact to the operating budget following the completion of this area other than routine maintenance, dusting etc. This project will be done in three phases.

Total Estimated Costs:

Includes materials and labor.

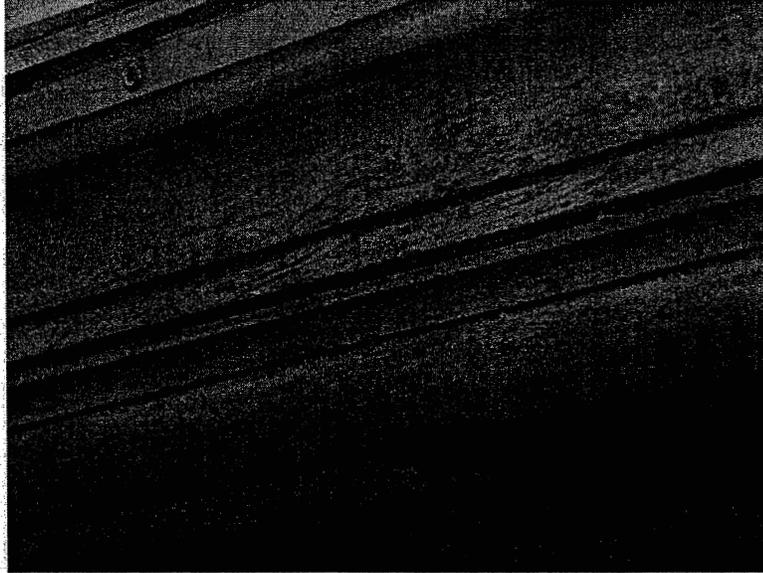
TOTAL \$240,000

Sources Of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010	\$80,000	Library
2010 to 2011	\$80,000	Library
2011 to 2012	\$80,000	Library
2012 to 2013		
2013 to 2014		
TOTAL	\$240,000	Library

Project Title:

Refinish Interior Woodwork



Project Title: Re-carpet Library
Program Area Name: Library Maintenance
Fund/Department/Departmental Priority Within Fund#: Library/Library/Future Project
General Ledger Account #: 201-5012-9963-00

Project Description/Justification:

The Library receives almost 1,400 visitors per day and the carpet is stained and worn. Some high traffic areas have been re-carpeted since the last installation in 1997 but many areas throughout the building are now wearing and in need of replacement.

Capital Improvement Program History And Programming Of Project By Years:

In order to keep the building looking clean and well maintained, this project needs to be accomplished.

Impact On Operating Budget:

There should be less spot cleaning needed if a more suitable color and stain resistant carpet is selected. This will reduce routine maintenance costs estimated at \$1,400 annually.

Total Estimated Costs:

Includes materials and labor.

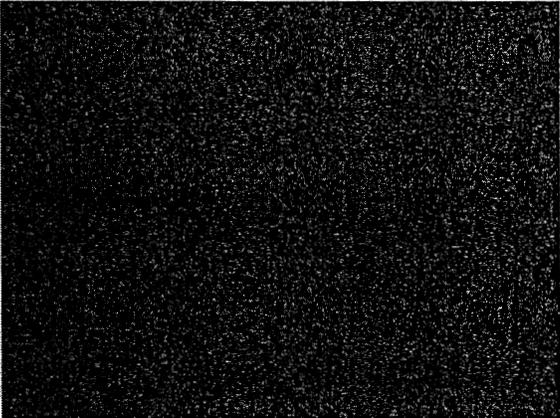
TOTAL \$200,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010	\$200,000	Library
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$200,000	Library

Project Title:

Re-carpet Library



Project Title: Repair Flat Roof
Program Area Name: Library Maintenance
Fund/Department/Departmental Priority Within Fund#: Library/Library/Future Project
General Ledger Account #: 201-5012-9963-00

Project Description/Justification:

The large flat roof on the 1977 portion of the building needs to be repaired. An assessment by a roofing consultant in 2005 indicated that this portion of the roof should be repaired in five years. Repairs and recoating of this roof were last completed in 2000. This portion of the roof is wood and plywood decking, it has been recommended that we install a fiberglass membrane over this portion of the roof. A final decision on this part of the project will be made in 2010.

Capital Improvement Program History And Programming Of Project By Years:

This project will extend the life of the roof and avoid any water damage to the building and library materials.

Impact On Operating Budget:

This will eliminate the need for annual repairs to the roof.

Total Estimated Costs:

Includes materials and labor.

TOTAL \$100,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010		
2010 to 2011	\$100,000	Library
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$100,000	Library

Project Title:

Repair Flat Roof



Project Title: Replace Elevator Pump & Motor Controls

Program Area Name: Library Maintenance

Fund/Department/Departmental Priority Within Fund#: Library/Library/Future Project

General Ledger Account #: 201-5012-9963-00

Project Description/Justification:

The elevator was installed in 1977 and has been well maintained through a program of replacing components near the end of their anticipated life span. In 2005 the Pneumatic controls were replaced and a double bottom cylinder was installed. These components will have reached the end of their anticipated life span in 2011/12.

Capital Improvement Program History And Programming Of Project By Years:

In order to accommodate all patrons, staff and to move carts of materials from floor to floor the elevator must be well maintained.

Impact On Operating Budget:

There may be a reduction in the annual maintenance contract for the elevator when this new equipment is installed.

Total Estimated Costs:

Includes materials and labor.

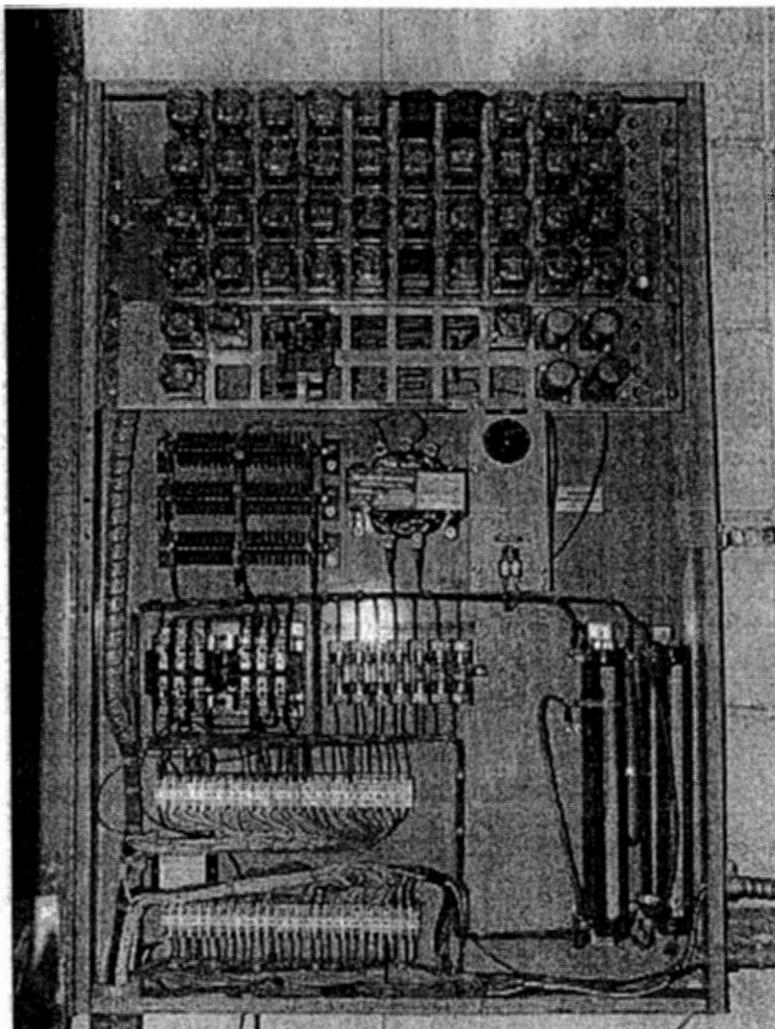
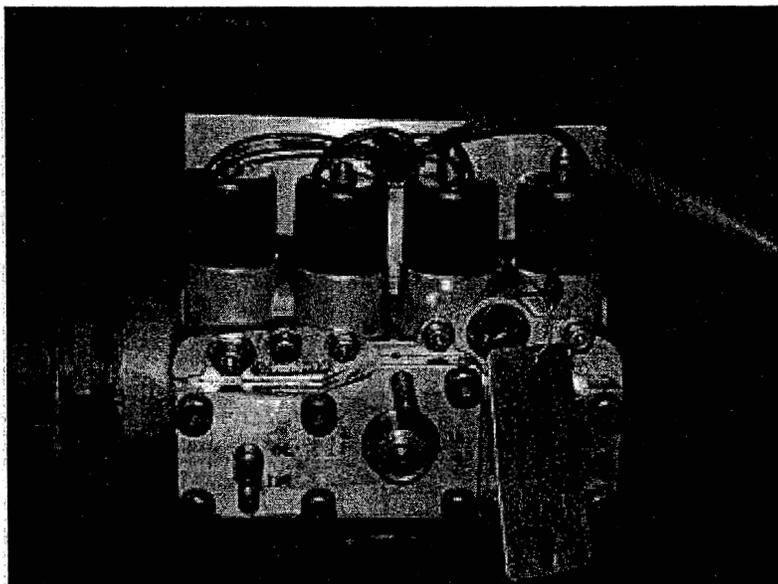
TOTAL \$60,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010		
2010 to 2011		
2011 to 2012	\$60,000	Library
2012 to 2013		
2013 to 2014		
TOTAL	\$60,000	Library

Project Title:

Replace Elevator Pump &
Motor Controls



Project Title: HVAC – Circulating Pumps & Condensing Unit

Program Area Name: Library Maintenance

Fund/Department/Departmental Priority Within Fund#: Library/Library/Future Project

General Ledger Account #: 201-5012-9963-00

Project Description/Justification:

The current equipment is over 40 years old and is nearing the end of its useful life. In order to avoid problems and costly repairs, this equipment needs to be replaced.

Capital Improvement Program History And Programming Of Project By Years:

This project will improve the HVAC system and allow it to operate more efficiently.

Impact On Operating Budget:

Repairing the HVAC unit will increase the efficiency of the system and eliminate the need for manual control; annual cost savings are estimated at \$2,000.

Total Estimated Costs:

Includes materials and labor.

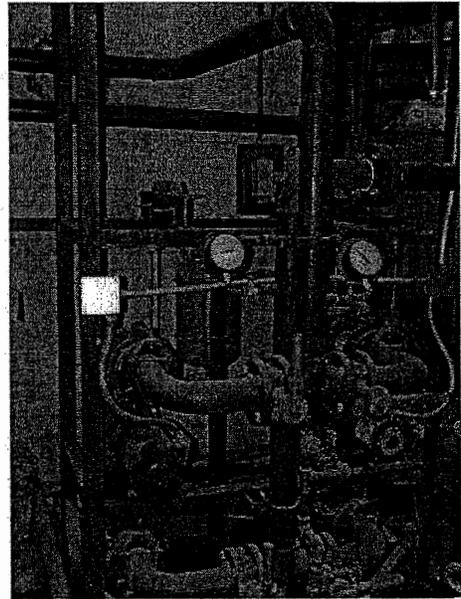
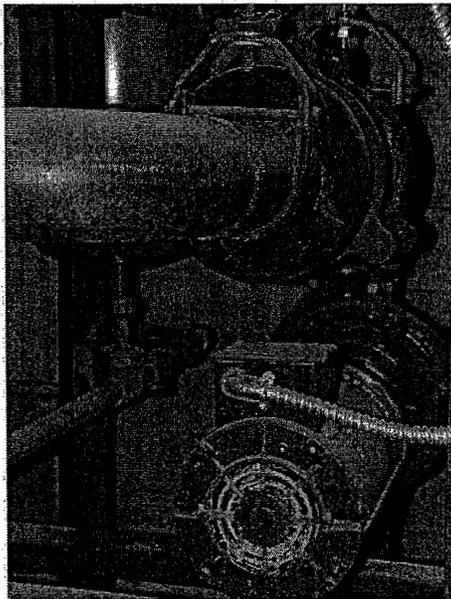
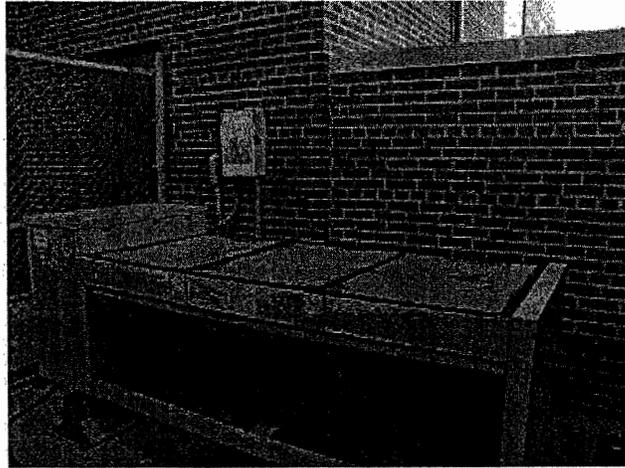
TOTAL \$70,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010		
2010 to 2011	\$70,000	Library
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$70,000	Library

Project Title:

HVAC – Circulating Pumps & Condensing Unit



Project Title: Replace Light Fixtures in Reference Room and Reader Services

Program Area Name: Library Maintenance

Fund/Department/Departmental Priority Within Fund#: Library/Library/Future Project

General Ledger Account #: 201-5012-9963-00

Project Description/Justification:

The Reference Room is part of the 1977 addition to the Library. The light fixtures are 34 years old and need to be replaced with more up to date fixtures. The light fixtures in Reader Services are 25 years old and do not provide sufficient light to the area.

Capital Improvement Program History And Programming Of Project By Years:

This project will provide better lighting for the public areas on the second floor.

Impact On Operating Budget:

Less time will be spent replacing broken transformers and the lights will be more energy efficient.

Total Estimated Costs:

Includes design, materials and labor.

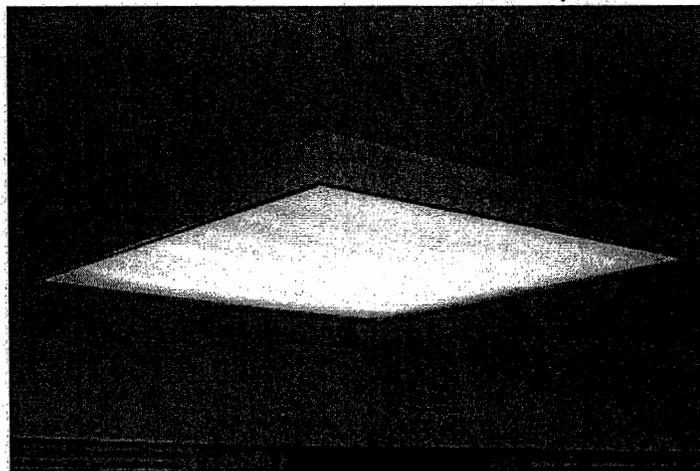
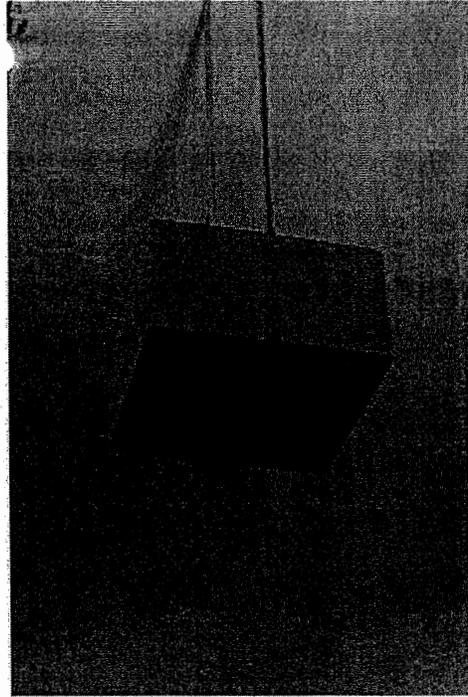
TOTAL \$115,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010		
2010 to 2011		
2011 to 2012	\$115,000	Library
2012 to 2013		
2013 to 2014		
TOTAL	\$115,000	Library

Project Title:

Replace Light Fixtures in Reference Room and Reader Services



Project Title: Relocate and Upgrade Main Electrical Switch Gear

Program Area Name: Library Maintenance

Fund/Department/Departmental Priority Within Fund#: Library/Library/Future Project

General Ledger Account #: 201-5012-9963-00

Project Description/Justification:

The current electrical panel and switch gear was installed in 1977 when the addition was added to the Library. It has been well maintained but is aging and there is no room for expansion. The Library's need for additional electrical service has increased over the past 25 years and we have added electrical service twice. Without this improvement we cannot expand electrical service to meet future needs.

Capital Improvement Program History And Programming Of Project By Years:

This project will insure that the Library is able to provide adequate electrical service to meet the electrical needs of patrons and staff.

Impact On Operating Budget:

There should be no impact on the annual operating budget.

Total Estimated Costs:

Includes materials and labor.

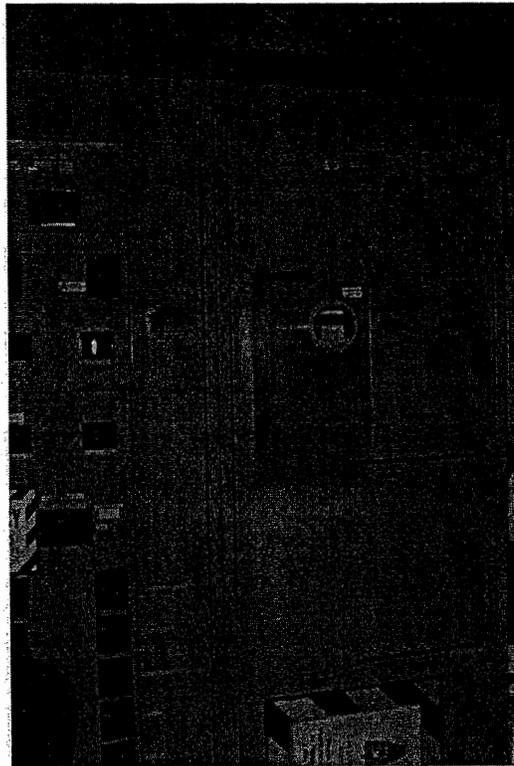
TOTAL \$ 100,000

Sources of Financing:

<i>FISCAL YEAR</i>	<i>AMOUNT</i>	<i>FUND</i>
2008 to 2009		
2009 to 2010		
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014	\$100,000	Library
TOTAL	\$100,000	Library

Project Title:

Relocate and Upgrade Main Electrical
Switch Gear



Project Title: Sidewalk Program
Program Area Name: Sidewalk Maintenance
Fund/Department/Departmental Priority Within Fund#: General/Public Works/Priority #1
General Ledger Account #: 100-3025-9954-00

Project Description/Justification:

Description:

Bid a contract to replace City sidewalk squares.

1. Removal and replacement of 25,000 S.F. (1,000 squares) of sidewalk under the mandatory portion of the program.
2. Removal and replacement of 25,000 S.F. (1,000 squares) of sidewalk under the share the cost voluntary program.

Justification:

1. Replacement of sidewalks in bad condition.
2. Replacement by popular voluntary program.

Capital Improvement Program History And Programming Of Project By Years:

The mandatory program was initiated in 1990-91. In 2005/06, the City participation in the voluntary program was eliminated and later reinstated in 2006/07. 5% increase from 2007/08.

Impact On Operating Budget:

Maintenance Costs:

Personnel Costs:

Ancillary Costs, such as Insurance:

Periodic routine sidewalk maintenance increases safety for residents, improves the City's appearance, and reduces the possibility that the City will incur liability damages for trip and fall accidents.

Total Estimated Costs:

Engineering	Staff
Construction	\$1,653,200
TOTAL	\$1,653,200

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND	AMOUNT	FUND
2008 to 2009	\$121,500	General	\$121,500	Escrow
2009 to 2010	\$127,600	General	\$127,600	Escrow
2010 to 2011	\$134,000	General	\$134,000	Escrow
2011 to 2012	\$140,700	General	\$140,700	Escrow
2012 to 2013	\$147,700	General	\$147,700	Escrow
2013 to 2014	\$155,100	General	\$155,100	Escrow
TOTAL	\$826,600	General	\$826,600	Escrow

Detailed Cost Calculations are based on the following:

\$122.50 price per 5'X5' square

	CITY	RESIDENT
1,000 mandatory	\$ 60,750	\$ 60,750
1,000 voluntary	\$ 60,750	\$ 60,750
TOTAL	\$121,500	\$121,500

Project Title:

Sidewalk Program



Project Title: Sewer Rehabilitation
Program Area Name: Relief Sewer Construction
Fund/Department/Departmental Priority Within Fund#: General/Public Works/Priority #2
General Ledger Account #: 100-3031-9940-00

Project Description/Justification:

Description:

1. Construct a relief storm sewer to relieve basement flooding at:
 - a. West Crescent, Chester to Clifton (400')
 - b. Clifton, Stewart to West Crescent (660')
2. Cathodic Protection Sibley Pump Station.

Justification:

1. Residents have recurring flooded basements during moderate/heavy storms.
2. Minimize corrosion of metal pipes, pumps and parts due to electrolysis.

Capital Improvement Program History And Programming Of Project By Years:

Annual program since 1978/79. Standard of two projects per year, or as determined necessary. Relief sewer construction was accelerated in 2000/01 after flooding occurred.
 Pricing Assumptions: \$330 a linear foot.

Impact On Operating Budget:

Maintenance Costs:

Construction of relief sewers reduces the level of basement backup. This reduction leads to the following:

- less personnel call outs in flooding situations
- less garbage pick-up for flood related materials
- less street flooding
- improved health conditions

Total Estimated Costs:

Engineering	Staff
Construction	\$348,000
TOTAL	\$348,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$348,000	General
2009 to 2010	400,000	General
TOTAL	\$ 748,000	General

Detailed Cost Calculations:

Relief sewers based on priority list (\$330/ft X 1060 ft. est.) = \$318,000

Cathodic Protection for Sibley Lift Station \$30,000

Project Title:

Sewer Rehabilitation



Relief Sewer List

Fiscal Year	Sewer On	From	To	Est. Distance	Total Cost
2008/09	West Crescent	Chester	Clifton	400	120,000
2008/09	Clifton	Stewart	Crescent	660	198,000
2009/10	To Be Determined				

Project Title: Reforestation
Program Area Name: Forestry
Fund/Department/Departmental Priority Within Fund#: General/Public Works/Priority #3
General Ledger Account #: 100-3071-9970-00

Project Description/Justification:

Planting of new trees to replace approximately 365 trees lost annually, plus additional trees desired by residents and those required for home additions in excess of 1,000 S.F. An additional focus to add parkway trees to prepare for the Emerald Ash Borer (EAB) is included for areas with a high population of parkway ash trees. This program is contractual planting of 1½", 2", 2½", 3", 3½" diameter trees. Continue program to plant, at no cost, replacement 1½" - 2" diameter trees for residents who: (1) previously had a tree in their parkway, (2) lost the tree to natural causes, that is it was removed for reasons of being declared dead or dying or diseased, or lost from storm damage, (3) replaces an undesirable, non-transplantable parkway evergreen tree, and/or (4) adequate space exists in the parkway. Citizen share for 2" diameter tree is \$143 including Treegator bag. If citizen desires, a 3" tree will be provided at 40% city cost / 60% citizen cost. Continue to supply Treegator watering bags to reduce planting shock, tree mortality, and provide residents with professional watering capabilities.

Capital Improvement Program History And Programming Of Project By Years:

Annual program except when deleted in 1981-82 for one year. Reduced for one year in 1989-90, and 1992-93 and the fall of 2002 for budgetary reasons. Member of Suburban Tree Consortium since 2001. Quality, Supply & Costs set 5 years out. Pricing assumptions for 2007 are actual nursery average prices, 3% inflation thereafter.

Impact On Operating Budget:

Maintenance Costs:

Additional trees increase operating expense for leaf sweeping, sewer maintenance, and tree trimming costs. Park Ridge takes great pride in being a "Tree City" and in its forestry program and believes that mature, attractive trees enhance property values. Concern about the potential devastation of the urban forest due to the close proximity of EAB to Park Ridge. Treegator watering bags reduce the number of replacement trees, less than 5" in diameter, that die as a result of a lack of water.

Total Estimated Costs:

Trees \$584,300 (City)
 \$117,300 (Resident)
 TOTAL \$701,600

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND	AMOUNT	FUND
2008 to 2009	\$ 90,300	General	\$18,200	Escrow
2009 to 2010	\$ 93,000	General	\$18,700	Escrow
2010 to 2011	\$ 95,800	General	\$19,200	Escrow
2011 to 2012	\$ 98,700	General	\$19,800	Escrow
2012 to 2013	\$101,700	General	\$20,400	Escrow
2013 to 2014	\$104,800	General	\$21,000	Escrow
TOTAL	\$584,300	General	\$117,300	Escrow

Detailed Cost Calculations:

2008-2009		General	Escrow	Total Cost
265	2" trees @ \$286* (complimentary)	\$75,790	\$ 0	\$78,650
50	2" trees @ \$286*	\$ 7,150	\$ 7,150	\$14,300
50	3" trees @ \$367*	\$ 7,340	\$11,010	\$18,350
365	Trees Total Cost	\$90,280	\$18,160	\$111,300

* 2008/09 includes cost participation in tree gator bags (\$18 each).

Project Title:

Reforestation



Project Title: Dutch Elm Disease Parkway Tree Protection

Program Area Name: Forestry

Fund/Department/Departmental Priority Within Fund#: General/Public Works/Priority #3a

General Ledger Account #: 100-3071-9970-00

Project Description/Justification:

Justification:

Dutch Elm Disease claims an average of 70 mature parkway American Elm trees a year. Based on this rate, it is estimated that the City's entire American Elm tree population will be extinct in less than 30 years. This program provides mitigation to reduce American Elm tree loss by disease with the following preventative methods:

1. American Elm tree injection of Arbotect, a preventative fungicide. Arbotect is approximately 99% effective (by manufacturer's studies) in preventing Dutch Elm disease. This will be injected at a 50/50 share the cost with the residents of the abutting private property.
2. Additional American Elm tree trimming, to remove dead wood where beetles breed and to maintain tree health. This will provide a three-year tree trimming cycle for American Elm trees.
3. Residents may request that private property trees be injected under this program at 100% resident cost.

Capital Improvement Program History And Programming Of Project By Years:

This is the fourth year of this program. Since 2005, a total of 54 American elm trees have been injected. No injected elms have been lost this year due to Dutch elm disease. Injection occurs late spring, while trimming occurs during the winter.

Impact On Operating Budget:

Drought conditions add stress to American elms thus increasing their susceptibility to Dutch elm disease. By reducing American Elm tree death removal the following provides operating budget savings:

Current Yearly American Elm disease tree removal costs	\$52,000
Reforestation costs	<u>10,300</u>
Total Yearly Operating Budget Savings	\$62,300

Total Estimated Costs:

	City Share	Resident Share
1. American Elm Tree Injection (35 parkway trees, It is assumed 50% resident participation)	\$11,000	<u>\$11,000</u>
2. Additional tree trimming cost (1/3 of the City)	<u>32,000</u>	
TOTAL	\$43,000	\$11,000

Note: Injections will only be done with resident cost participation.

It is anticipated for an average American Elm tree, the City cost will be \$315 and the resident cost \$315 (\$630 total). The City Forester will determine, with resident input, the 35 injection trees.

Total Estimate of Elm Disease Program:	\$278,100	City
	<u>71,200</u>	Resident
	\$349,300	

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND	AMOUNT	FUND
2008 to 2009	\$43,000	General	\$11,000	Escrow
2009 to 2010	\$44,300	General	\$11,300	Escrow
2010 to 2011	\$45,600	General	\$11,700	Escrow
2011 to 2012	\$47,000	General	\$12,000	Escrow
2012 to 2013	\$48,400	General	\$12,400	Escrow
2013 to 2014	\$49,900	General	\$12,800	Escrow
TOTAL	\$278,100	General	\$71,200	Escrow

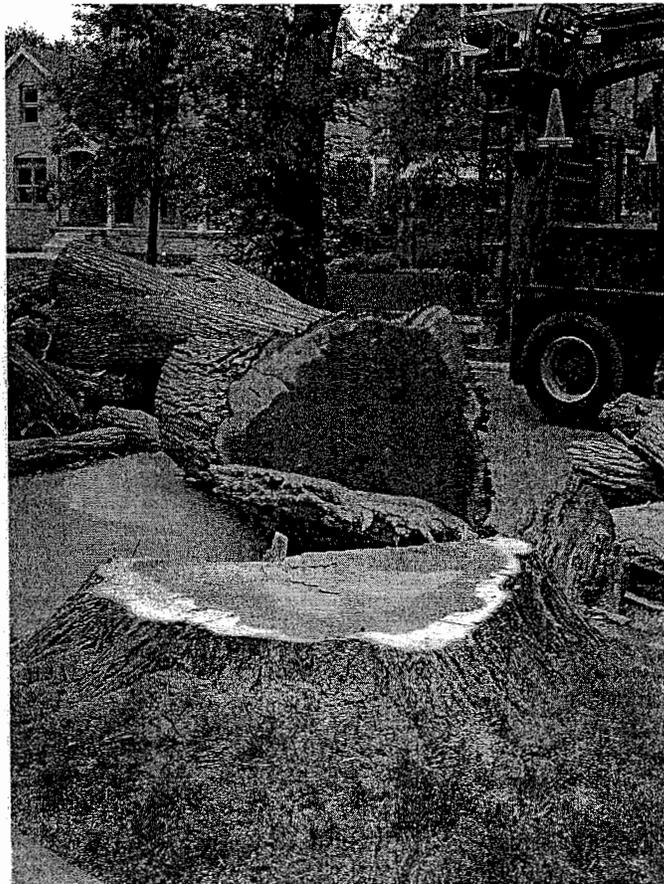
Project Title:

**Dutch Elm Disease Parkway
Tree Protection**

Healthy American elm tree



Recently infected American elm tree



Project Title: Gypsy Moth Aerial Spray Tree Protection

Program Area Name: Forestry

Fund/Department/Departmental Priority Within Fund#: General/Public Works/Priority #3b

General Ledger Account #: 100-3071-9970-00

Project Description/Justification:

This program will help control the Gypsy Moth population within the city. Consecutive years of complete defoliation may result in tree death. Spay areas are determined by survey for high concentration of the Gypsy moth at any life stage. Control sprays include application of biological and chemical insecticides applied on the ground and aerially as approved by the US EPA.

Capital Improvement Program History And Programming Of Project By Years:

2008 would be the second year of the aerial application of BtK, but the first as a Capital Improvement Project. In May 2007 BtK was applied aerially to 335 acres providing much needed control. This year approximately 440 acres would be sprayed.

Impact On Operating Budget:

Maintenance Costs:

Personnel Costs:

Ancillary Costs, such as insurance:

This pest would spread within the city if left uncontrolled. Consecutive years of defoliation could result in tree death. Tree canopy provides increased property value, but also benefits thru storm water management, reduced air pollution, and reduction in energy consumption.

Total Estimated Costs:

- 1. Follow-up aerial spraying from May 2007 of approximately 335 acres with BtK : \$39,000
 - 2. Aerial spray of BtK to an additional 98 acres of infested areas as according to survey and application of ground sprays according to survey for Gypsy Moth control \$12,000
- TOTAL \$51,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$51,000	General
2009 to 2010	\$52,500	General
2010 to 2011	\$54,100	General
2011 to 2012	\$55,700	General
2012 to 2013	\$57,400	General
2013 to 2014	\$59,100	General
TOTAL	\$329,800	General

Project Title:

Gypsy Moth Aerial Spray Tree Protection



Project Title: Traffic Signal Controllers
Program Area Name: Traffic Control
Fund/Department/Departmental Priority Within Fund#: General/Public Works/Future Project
General Ledger Account #: 100-3021-9910-08

Project Description/Justification:

Description:

Replace traffic controllers/cabinets and associated equipment, and also add emergency pre-emption equipment requested by the Fire Department.

Justification:

Original controllers have broken and repair is difficult because equipment is obsolete and parts are no longer available. Presently using spare controllers owned by City's traffic signal maintenance company.

Capital Improvement Program History And Programming Of Project By Years:

This is the ninth year of a multi-year project.

Impact On Operating Budget:

Maintenance Costs:

Reduces need for unbudgeted expenditure of continuous repairs by contractor.

Ancillary Costs, such as Insurance:

The emergency pre-emption equipment reduces potential accident costs in emergency equipment movement situations.

Total Estimated Costs:

2009/10	Dee/Talcott	20,000
	Touhy/Talcott	<u>18,000</u>
	Total	\$38,000
2010/11	Cumberland/Higgins	\$19,500
	Potter/Northwest Hwy	<u>19,500</u>
	Total	\$39,000
2011/12	Oakton/Cumberland	\$21,000
	Potter/Busse	<u>21,000</u>
	Total	\$42,000
	Grand Total	\$119,000

Sources of Financing:

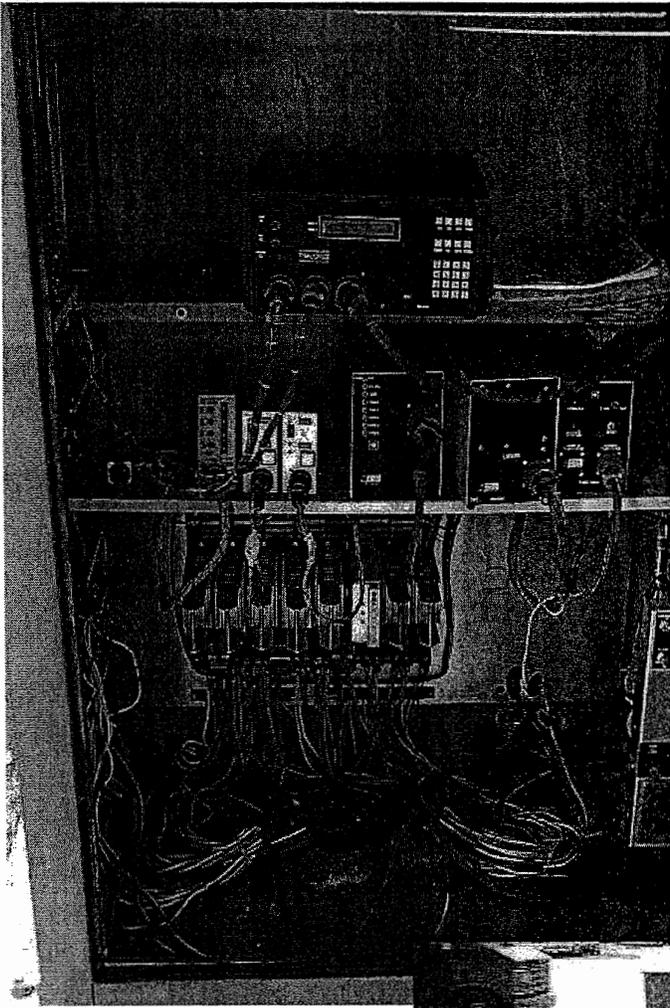
FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010	38,000	General
2010 to 2011	39,000	General
2011 to 2012	42,000	General
2012 to 2013		
2013 to 2014		
TOTAL	\$119,000	General

Detailed Cost Calculations:

Costs include design and construction.

Project Title:

Traffic Signal Controllers



Project Title: Western Avenue Right Turn Lane at Dempster Street

Program Area Name: Street Reconstruction

Fund/Department/Departmental Priority Within Fund#: General/Public Works/Priority #4

General Ledger Account #: 100-3021-991000

Project Description/Justification:

Install right turn lane on Western Avenue at Dempster Street to alleviate traffic congestion and increase turning volume.

Capital Improvement Program History And Programming Of Project By Years:

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

Engineering	\$ 25,000
Construction	<u>\$225,000</u>
TOTAL	\$250,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$250,000	General – Expect to Receive Grant from Lutheran General Hospital
2009 to 2010		
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$250,000	General – LGH Grant

Project Title:

Western Avenue Right Turn Lane at
Dempster Street



Project Title: Geographic Information System
Program Area Name: Planning
Fund/Department/Departmental Priority Within Fund#: General/CPD/Priority #1
General Ledger Account #: 100-4012-9901-00

Project Description/Justification:

A geographic information system contains base map, land parcel records, water supply, sanitary sewers, storm sewers, streets, sidewalks, land use planning and zoning records in a computer database.

Capital Improvement Program History And Programming Of Project By Years:

This budget item is primarily for mapping services. This includes aerial photography and mapping of property lines, building outlines and topography.

Impact On Operating Budget:

Maintenance Costs: \$15,000 for licenses for ArcView and additional hardware/software support.
Personnel Costs: \$80,000 - \$82,000 per year paid to an outside contractor.
Ancillary Costs, such as Insurance:

Total Estimated Costs:

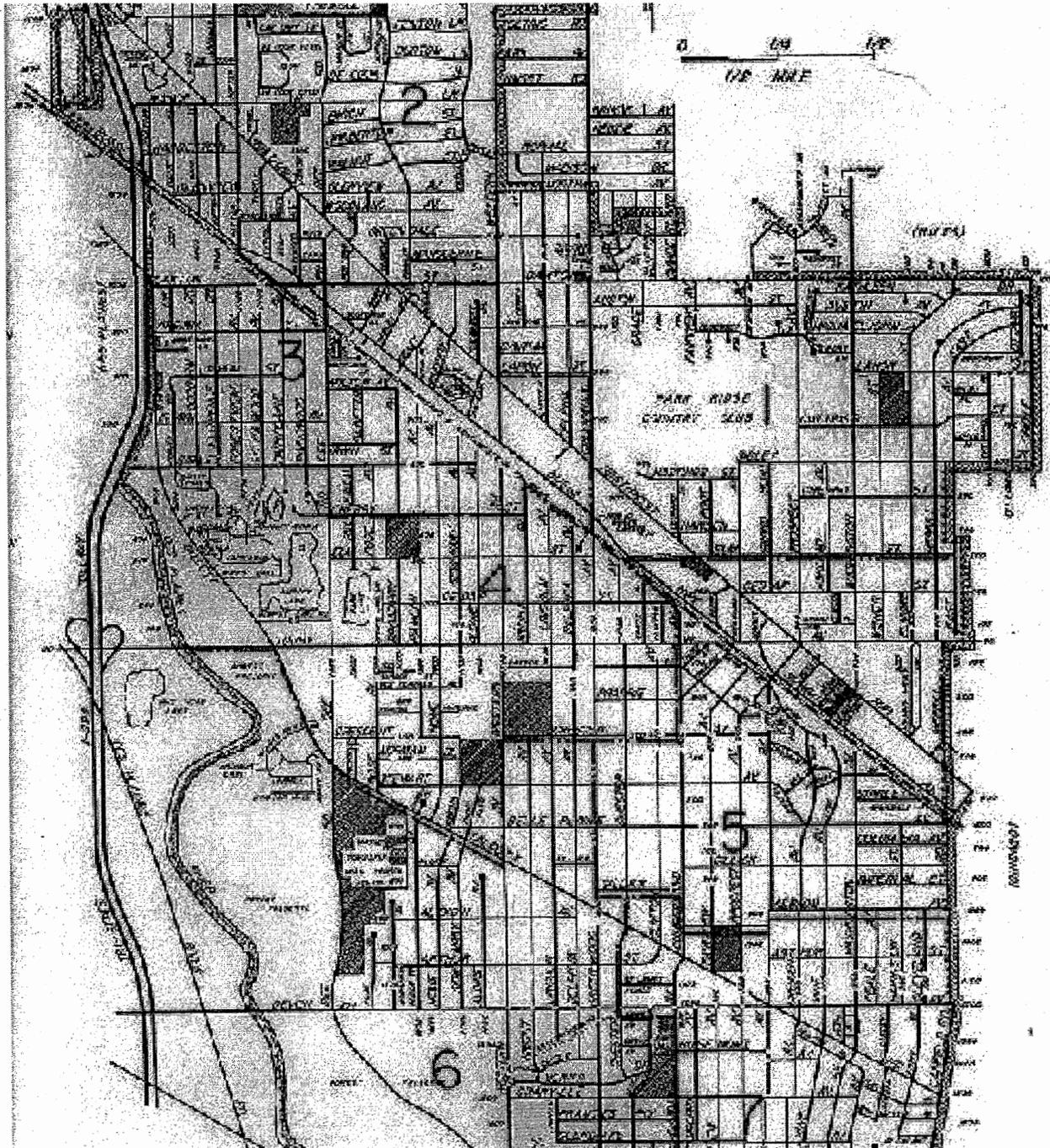
Database Mgt. \$180,000
 TOTAL \$180,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	30,000	General
2009 to 2010	30,000	General
2010 to 2011	30,000	General
2011 to 2012	30,000	General
2012 to 2013	30,000	General
2013 to 2014	30,000	General
TOTAL	\$ 180,000	General

Project Title:

Geographic Information System



Title: Technology Implementation
Program Area Name: Information Technology
Fund/Department/Departmental Priority Within Fund#: General/Administration/Priority #1
General Ledger Account #: 100-1025-9908-00

Project Description/Justification:

Continuing expansion of technology capability at the City and building stabilization & redundancy into the City network.

Capital Improvement Program History And Programming Of Project By Years:

Each year, the City invests in information technology in order to improve operations and efficiency.

Impact On Operating Budget:

Maintenance Costs: Software maintenance is typically 15 – 20% of the software purchase price.

Ancillary Costs, such as Insurance: None

Total Estimated Costs:

Forestry / Tree Inventory Replacement Program	\$12,000
Network Software Licenses Upgrade (MS OfficeSuite)	\$74,400
Laserfiche GIS Integration	\$12,600
MUNIS software upgrades & training	\$18,500
Total	\$117,500

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$117,500	General
2009 to 2010	121,000	General
2010 to 2011	124,600	General
2011 to 2012	128,300	General
2012 to 2013	132,100	General
2013 to 2014	136,100	General
TOTAL	\$759,600	General

Program Area Name:

Technology Implementation

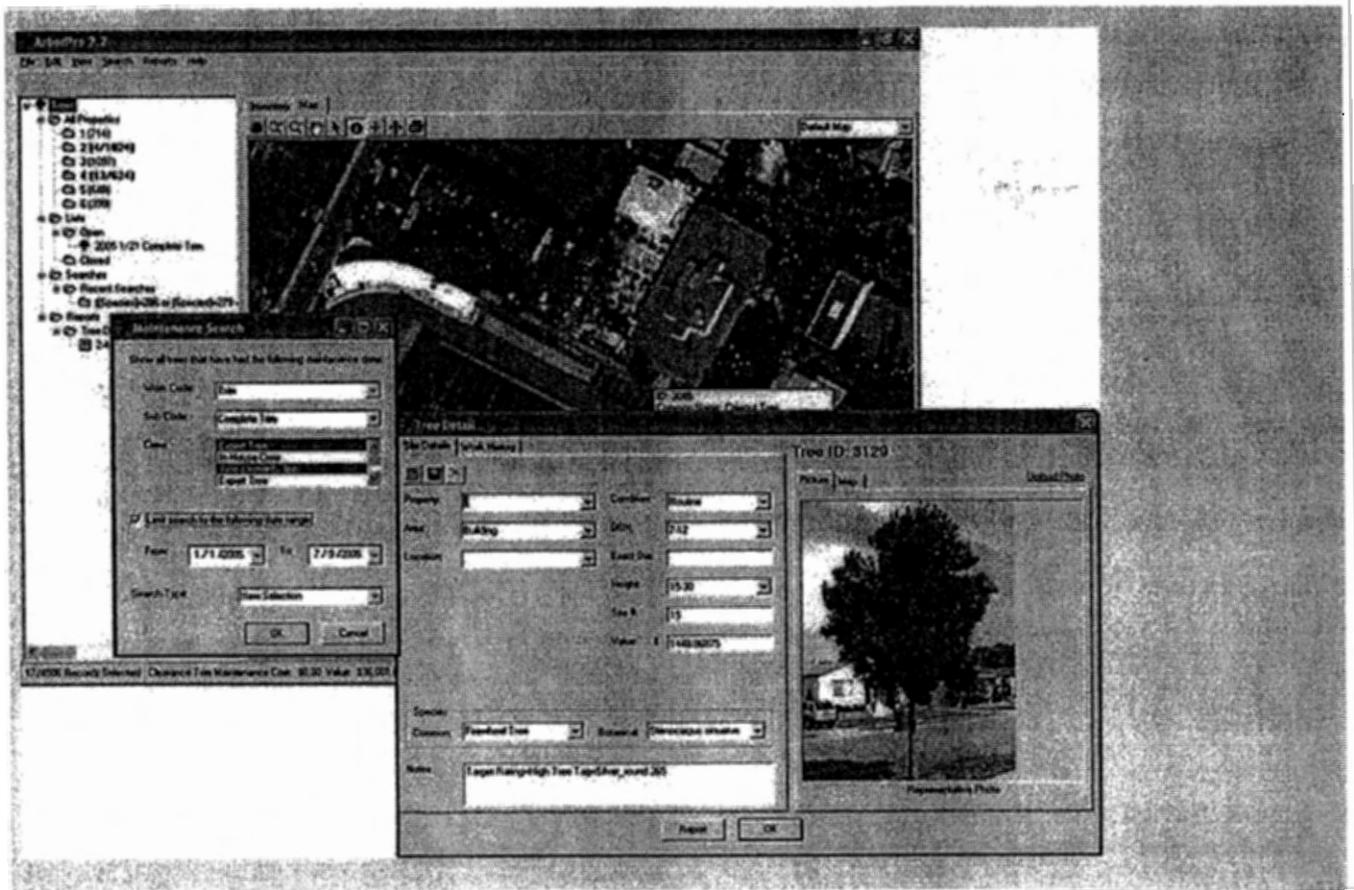
Network Software Licenses Upgrade (MS OfficeSuite)



Microsoft® Office Professional 2007



Forestry / Tree Inventory Replacement Program



Project Title: Radio Transmitter Relocate
Program Area Name: Police Administration
Fund/Department/Departmental Priority Within Fund#: General/Police/Priority #1
General Ledger Account #: 100-2011-9963-00

Project Description/Justification:

As a precautionary matter, it would be in the best interest of the police department to relocate the back-up/secondary police radio transmitter from its current location at the Busse Hwy. /Dee Rd. monopole, to the top deck of the Public Works Service Center located at 400 Busse Hwy. Several reasons for this include: the fact that the primary police radio transmitter (channel one), which is the main radio frequency used to communicate, and the secondary/back-up police radio transmitter for that same channel are housed in the same building, using the same monopole located at Busse/Dee. In unforeseen events such as the storms that hit the Park Ridge area in August, the primary radio transmitter was struck by lightning and destroyed even though there was lightning protection built into the system. Since then, the police department has been operating on the back-up transmitter, which was not damaged in the storm. Having the primary and back-up transmitters at separate locations would decrease the likelihood that the radio system would be rendered inoperable.

Capital Improvement Program History And Programming Of Project By Years:

The primary radio transmitter is in the process of being replaced at the Busse/Dee location. Also, the city has submitted damage estimates to FEMA and IEMA for possible state and federal assistance and/or reimbursement due to the magnitude of the damage Park Ridge suffered from the storms.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

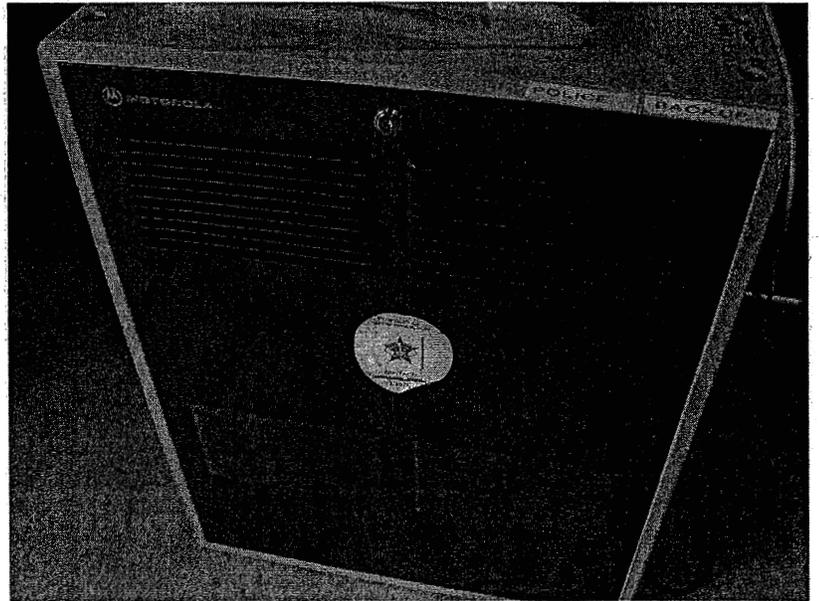
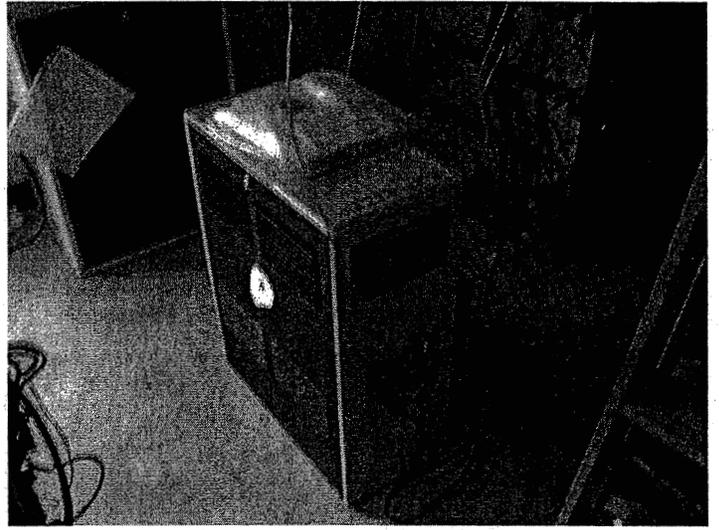
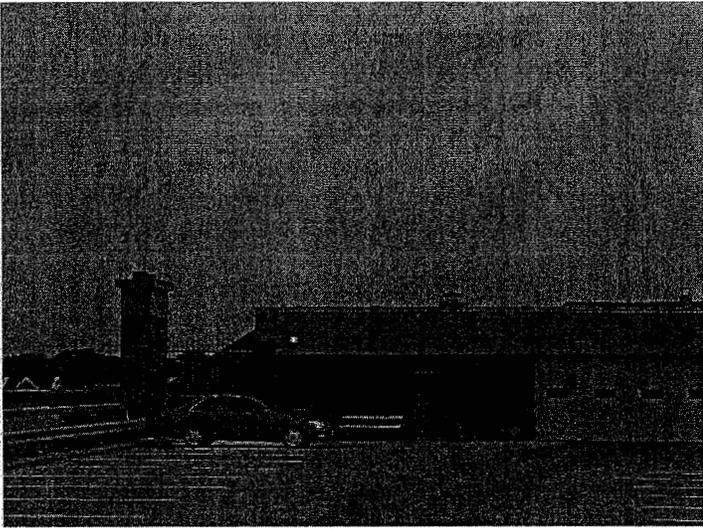
Labor	\$ 10,000
Material	\$ 4,000
TOTAL	\$14,000

Sources Of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$14,000	General
2009 to 2010		
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$14,000	General

Project Title:

Radio Transmitter Relocate



Project Title: City Hall/Police Video and Audio Upgrade

Program Area Name: Police Administration

Fund/Department/Departmental Priority Within Fund: General/Police/Priority #2

General Ledger Account #: 100-2011-9963-00

Project Description/Justification:

The current video surveillance system that covers the City Hall and the Police Department has become antiquated and needs to be updated for numerous reasons.

- The digital video recorder has 13 cameras covering the 3 floors of the building even though current technology exists for 16 cameras to cover the same area.
- 7 of the 13 cameras in use are black and white.
- The cameras positioned at 4 of the entry points of the building do not have auto-iris, which compensates for sunlight let into the building thereby "blinding" the cameras at certain points of the day.
- There is no camera at the rear entrance to the police department.
- There is no audio available with the current system.
- There has been a recent trend toward defense attorneys requesting via subpoena, all video associated with arrest and processing which includes our lock-up and cell areas.
- The current video monitor and digital video recorder is kept in the closet of the Commander of the General Services Division of the police department. The closet doors have to be kept open to keep the unit from overheating.
- There are no exterior cameras covering the building and parking lots.

Capital Improvement Program History And Programming Of Project By Years:

The police department has requested and received 3 bids for the addition of necessary cameras and the upgrade of the entire system.

Impact On Operating Budget:

Upgrading the audio/video system covering City Hall and the Police Department will not increase operating costs

Total Estimated Costs:

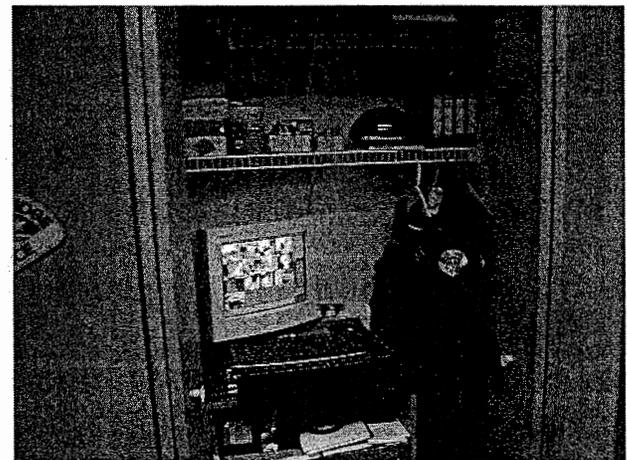
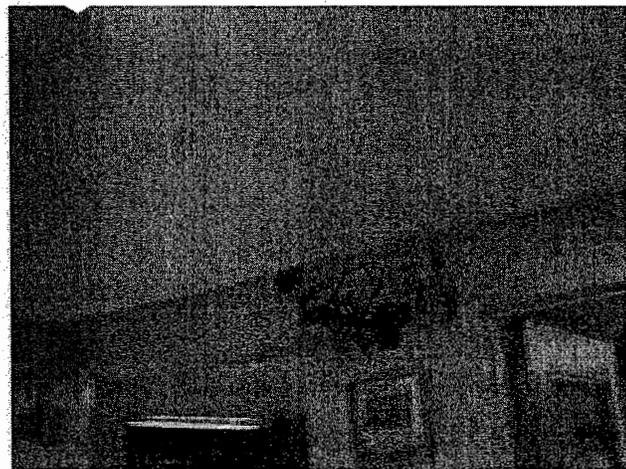
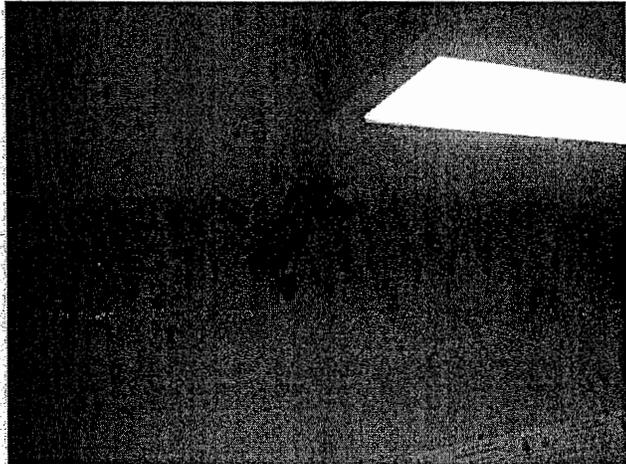
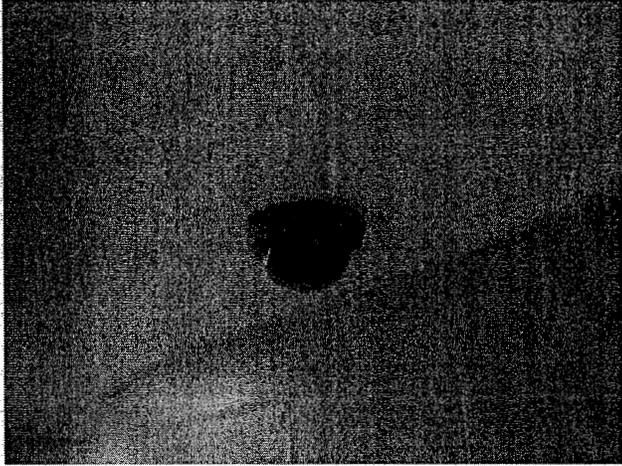
Material:	\$20,000
Labor	10,000
Total	\$30,000

Sources Of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$30,000	General
2009 to 2010		
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$30,000	General

Project Title:

City Hall/Police Video and Audio Upgrade



Project Title: Fire Dept. Training Tower Improvements

Program Area Name: Fire Administration

Fund/Department/Departmental Priority Within Funds#: General/Fire/Future Project

General Ledger Account #: 100-2021-9963-00

Project Description/Justification:

Description:

The four level training tower at St. 36 is in need of safety improvements and upgrades.

1. Replacing the existing non-operational plywood windows with functional windows.
2. Cutting a hole between floors with a safety hatch to allow for "Self-Rescue" and "Saving Our Own" firefighter rescue safety training.
3. Installation of a water supply and drainage system in compliance with NFPA Standard 1403, *Live Fire Training Evolutions*, Chapter 2.16 to 2.19.

Additionally, this project includes sufficient funding to install a training trench to be constructed adjacent to the rear parking lot. This training aid will allow our personnel to train in a variety of confined space scenarios for specialized rescues.

This is a dramatically scaled back project that will allow for the use of the tower for various training activities but will not provide the capability for live fire exercises. The requested budgeted amount has been reduced by \$210,000 due to improvements scheduled for the NIPSTA campus

Justification:

Training is one of the means by which an organization prepares to respond to emergencies. Firefighting is a dangerous occupation with a great demand for rapid, critical decision making. By modernizing the training tower and bringing it up to National Fire Protection Association (NFPA) guidelines, it will allow training in a controlled facility. While acquired structures offer the most realistic training situations, structures suitable for training are almost never available in a developed community such as Park Ridge. The training tower is attached to Station 36, 1001 N. Greenwood Avenue that was built in 1970. By updating the tower, we will have a safe facility in which to train department personnel. This project had been included in the 2000/01 capital budget, but was not done due to bids coming in over budget.

Capital Improvement Program History And Programming Of Project By Years:

This project was scheduled for several prior years but deferred due to budgetary constraints.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

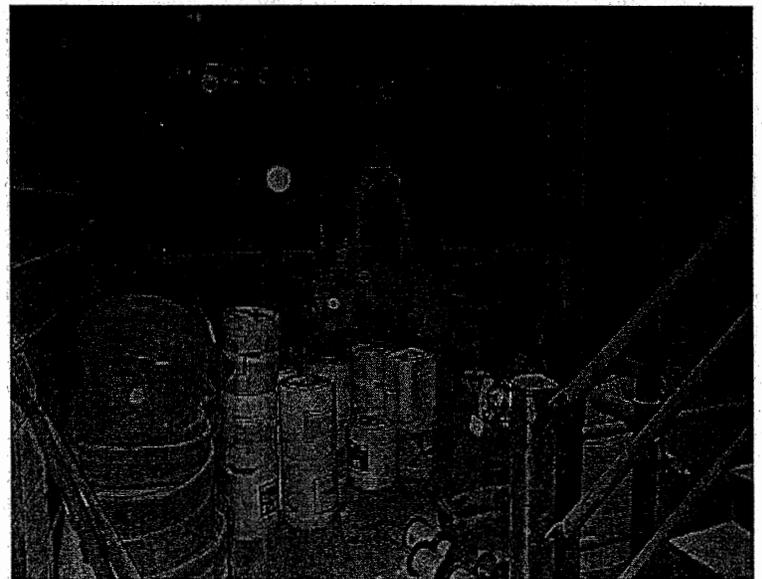
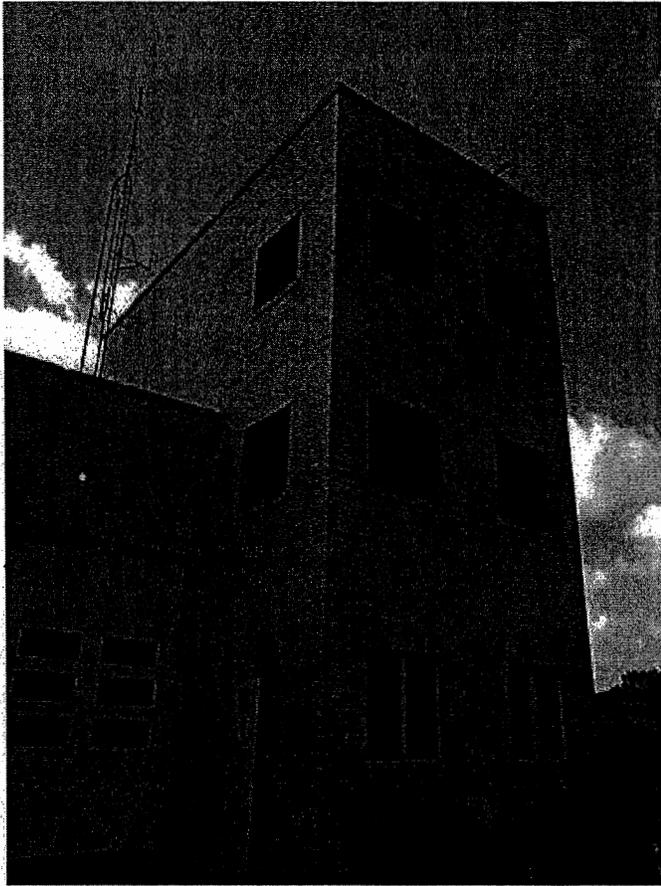
Upgrades (as above)	\$35,000
Contingency	4,500
TOTAL	\$39,500

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010	\$39,500	General
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$39,500	General

Project Title:

Fire Dept. Training Tower
Improvements



Project Title: Fire Station 36 Rear Approach Concrete Project

Program Area Name: Fire Administration

Fund/Department/Departmental Priority Within Fund#: General/Fire/Future Project

General Ledger Account #: 100-2021-9963-00

Project Description/Justification:

Description:

Remove and replace a section of the existing asphalt driveway/parking lot. The section to be replaced is that which is subject to frequent use by heavy fire apparatus accessing the rear overhead bay doors of the fire station. The project encompasses 700 square yards of concrete in a section approximately 27 feet wide. This section has been patched and was installed as a temporary surface in the 1998/99 fiscal year. Also included is the removal and replacement of a section of asphalt parking lot that is approximately 7,000 square feet and the installation of a fire hydrant near the drill tower for training and cleaning purposes.

Justification:

As it experiences heavy fire apparatus use, this roadway is subject to excessive wear. This use has evidenced itself in the form of settling, depressions, and cracking. Sewer collapse has also occurred under this area. The Public Works department has recommended this project. A similar project was done at Station 35 in the 1993/94 budget year and has experienced very good results.

Capital Improvement Program History And Programming Of Project By Years:

This project was budgeted previously, but deferred due to budget constraints.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

Construction	\$190,000
Contingency	<u>28,500</u>
TOTAL	\$218,500

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010	\$218,500	General
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$218,500	General

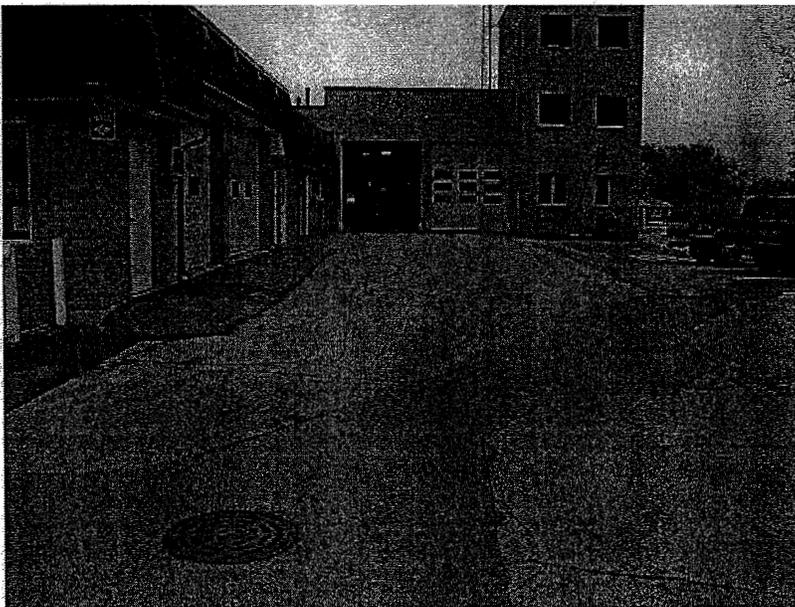
Project Title:

**Fire Station 36 Rear Approach
Concrete Project**

Station 35 Completed:



Station 36 to be done:



Project Title: Fire Stns. Insulation Project
Program Area Name: Fire Administration
Fund/Department/Departmental Priority Within Fund#: General/Fire/Future Project
General Ledger Account #: 100-2021-9963-00

Project Description/Justification:

Station 35, 901 W. Devon, was built in 1969. Station 36, 1000 N. Greenwood, was built in 1970. When these buildings were constructed energy was much cheaper than it is now. Natural gas expenses are now budgeted for \$13,000. This project will provide for the spray application of a layer of insulation to the underside of the metal roof deck. This layer will have an equivalent "R" value of 19. That layer coupled with an unknown amount of insulation on top of the metal deck will provide an adequate barrier to temperature fluctuations.

Capital Improvement Program History And Programming Of Project By Years:

This project was budgeted in the 2007/08 budget for completion in the 2009/10 budget year.

Impact On Operating Budget:

This project will reduce the operating budget, but, due to several mitigating factors, it is impossible to quantify.

Total Estimated Costs:

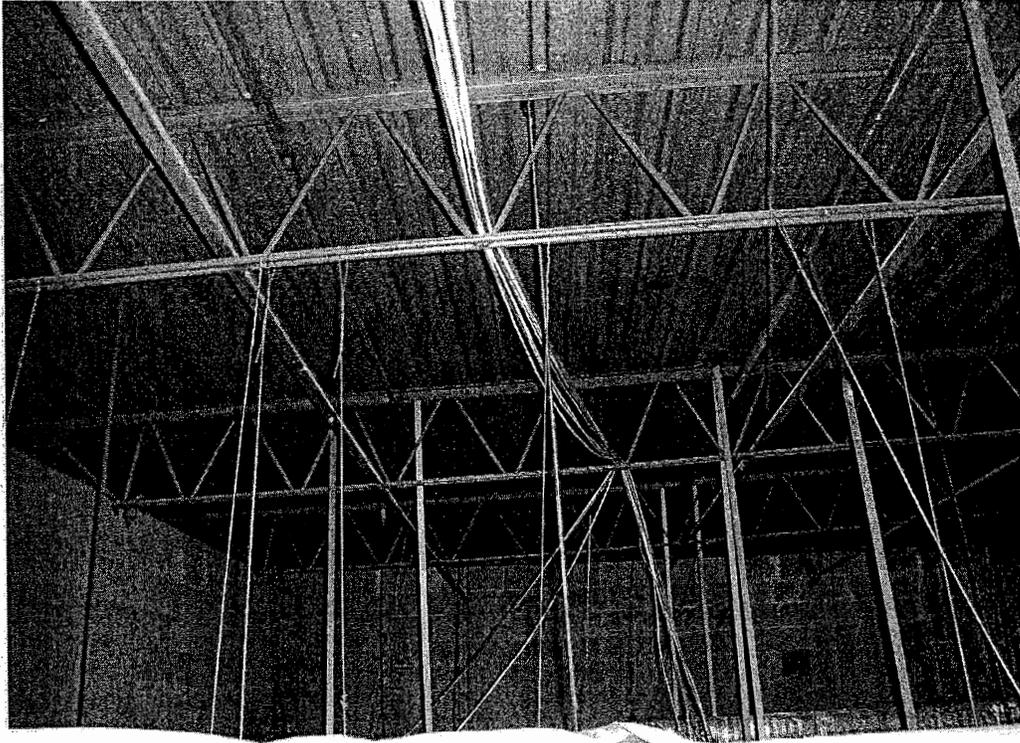
Other	\$70,200
Contingency	10,500
TOTAL	\$80,700

Sources Of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010		
2010 to 2011	\$80,700	General
2012 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$80,700	General

Project Title:

Fire Stns. Insulation Project



Project Title: Fire Station 35 Parking Lot Repair
Program Area Name: Fire Administration
Fund/Department/Departmental Priority Within Fund#: General/Fire/Future Project
General Ledger Account #: 100-2021-9963-00

Project Description/Justification:

Station 35, 901 W. Devon, was built in 1969. There has been no major work done to the rear parking areas. The lot has worn well but frequent patching has compromised its ability to drain water resulting in erosion of the surface and dangerous icy conditions in winter. This project will encompass removal of the existing surfaces, the installation of a drainage system, and replacement of the asphalt, resulting in a lot that will be far safer and will last for many more years. The lot will also have curbing installed to assist in controlling water runoff. The total surface area involved is approximately 1,030 square yards which incorporates the drive between the station and the administration building.

Capital Improvement Program History And Programming Of Project By Years:

This project was budgeted in 2002/03 for completion in a later year.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

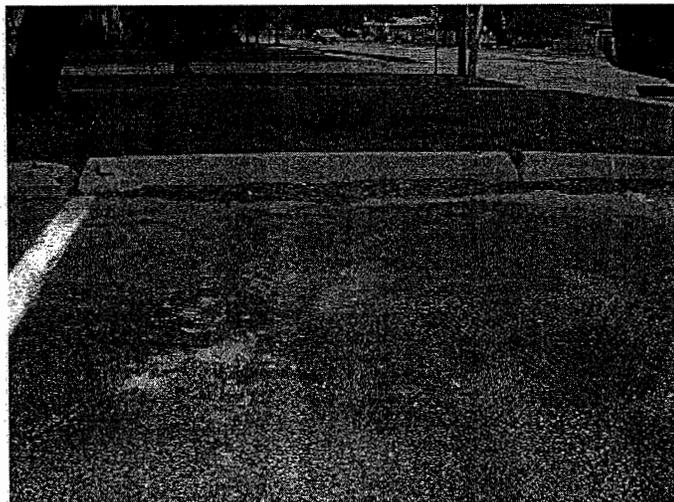
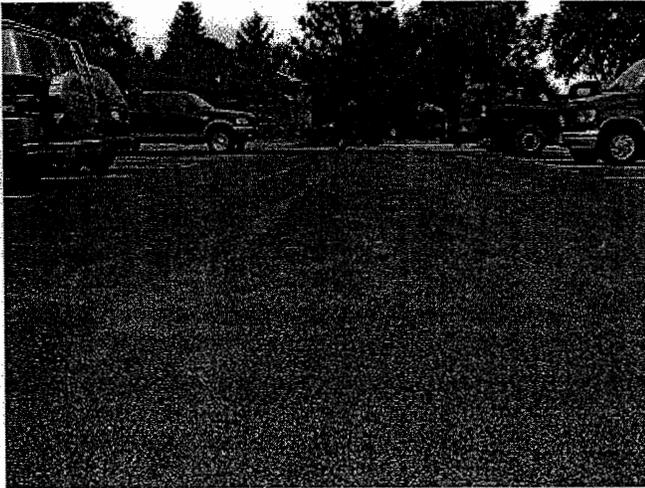
Other	\$145,000
Contingency	<u>21,800</u>
TOTAL	\$166,800

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010		
2010 to 2011	\$166,800	General
2012 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$166,800	General

Project Title:

Fire Station 35 Parking Lot Repair



Project Title: Fire Stns. Electrical Repairs and Upgrades

Program Area Name: Fire Administration

Fund/Department/Departmental Priority Within Fund#: General/Fire/Future Project

General Ledger Account #: 100-2021-9963-00

Project Description/Justification:

Station 35, 901 W. Devon, was built in 1969. Station 36, 1000 N. Greenwood, was built in 1970. As the demands for electricity have changed greatly in the past 35 years, much electrical work has been done. Various contractors and department personnel did many of the earlier modifications on an incremental basis. There are significant portions of each station that have original wiring including significant areas with low voltage controls and relays. This project would provide for replacement and modernization of the electrical systems in both fire stations ensuring their continued safe service.

Capital Improvement Program History And Programming Of Project By Years:

This project was budgeted in 2007/08 for completion in the 2009/10 budget year.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

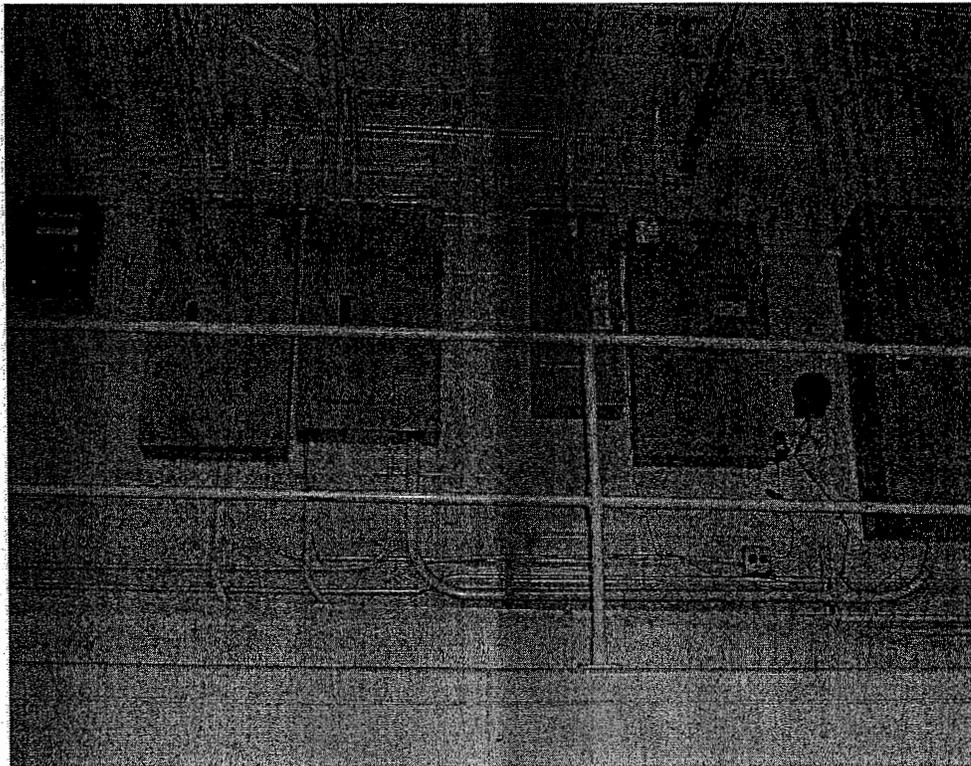
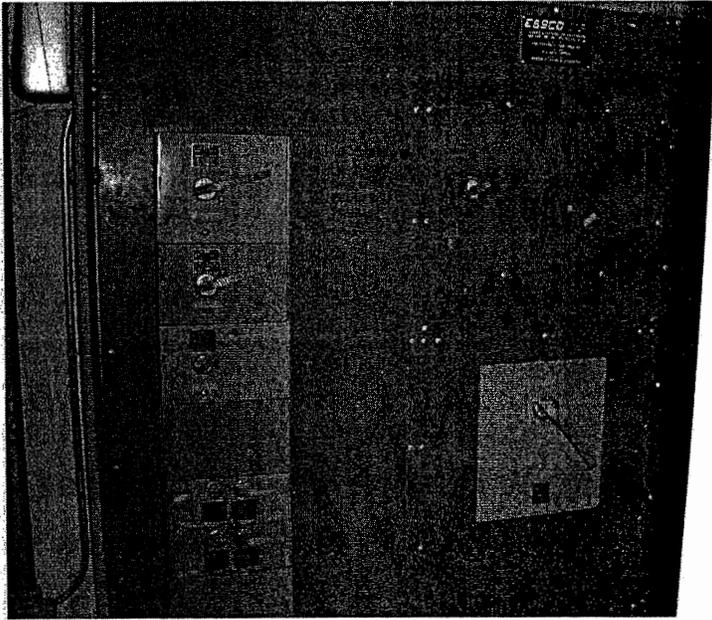
Other	\$69,100
Contingency	<u>13,800</u>
TOTAL	\$82,900

Sources Of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010		
2010 to 2011	\$82,900	General
2012 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$82,900	General

Project Title:

Fire Stns. Electrical Repairs and Upgrades



Project Title: PW Service Center Air Quality
Program Area Name: City Buildings Maintenance
Fund/Department/Departmental Priority Within Fund#: General/Public Works/Future Project
General Ledger Account #: 100-3062-996300

Project Description/Justification:

Installation of third floor air conditioning, boiler pressurization and exhaust capture system.

Capital Improvement Program History And Programming Of Project By Years:

This project is due to an ongoing air quality problem at the Service Center resulting from diesel exhaust, humidity, etc.

Impact On Operating Budget:

Maintenance Costs: Periodic routine maintenance
 Personnel Costs:
 Ancillary Costs, such as insurance: Improved health and morale of employees

Total Estimated Costs:

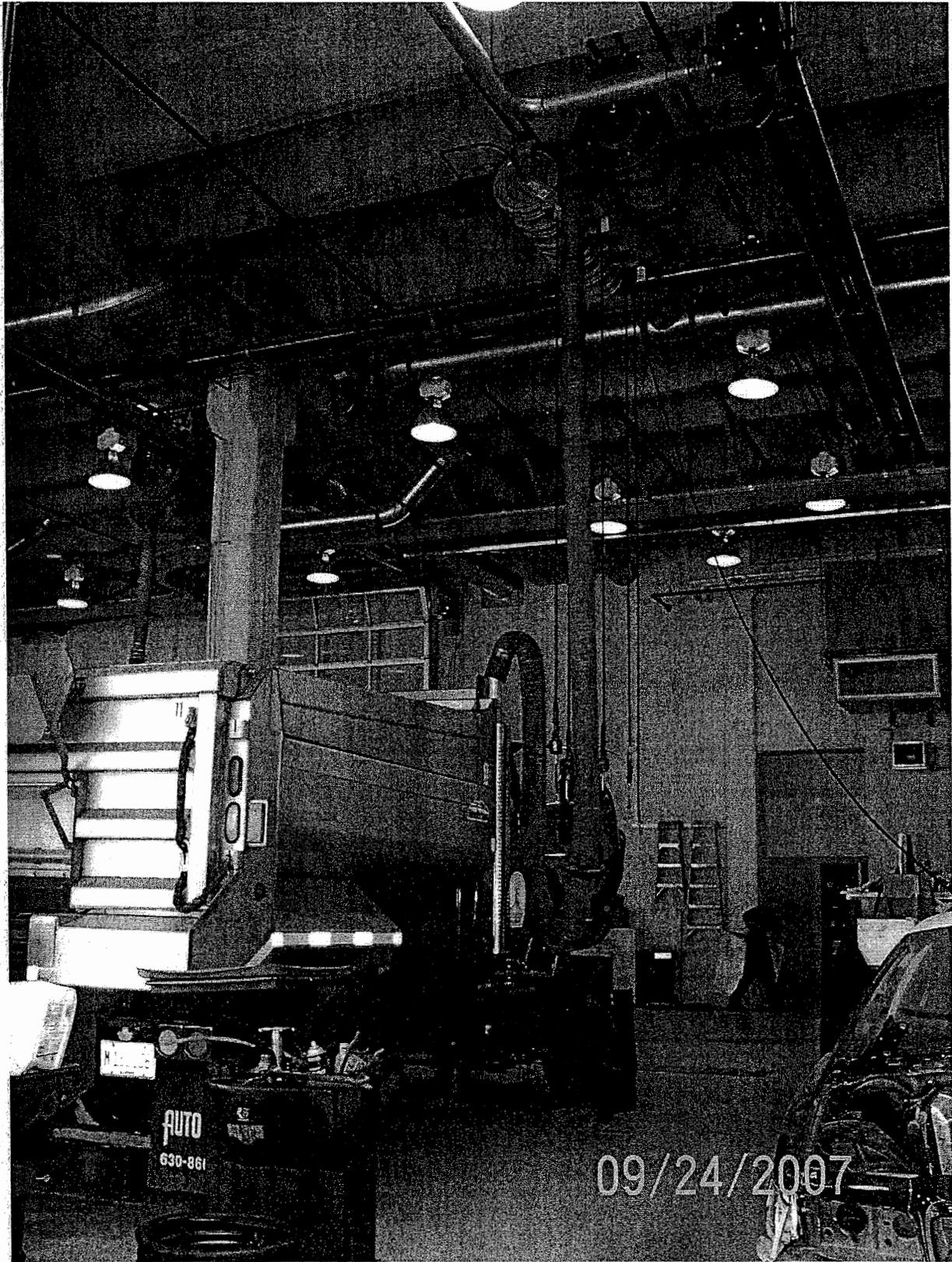
Construction	\$200,000
TOTAL	\$200,000

Sources of Financing:

<i>FISCAL YEAR</i>	<i>AMOUNT</i>	<i>FUND</i>
2008 to 2009		
2009 to 2010	\$200,000	General
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$200,000	General

Project Title:

PW Service Center Air Quality



Project Title: Remodel City Council Chambers

Program Area Name: City Buildings Maintenance

Fund/Department/Departmental Priority Within Fund#: General/Public Works/Future Project

General Ledger Account #: 100-3062-9963-00

Project Description/Justification:

Description:

The purpose of this project is to renovate the Council Chamber to include the use of audio-visual equipment to facilitate presentations to the City Council and citizens in the audience.

Justification:

Presently, the Council Chamber has limited capabilities for using current technology in presentations. This project will use the most cost-effective technology to improve audio-visual facilities in the Chamber.

Capital Improvement Program History And Programming Of Project By Years:

Budgeted for the first time in 2000/01, for completion in 2006/07 and 2007/08. The audio and visual presentation portions of this project were completed in 2006/07.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

Electronics & Refurbishing	\$64,800
Total	\$64,800

Sources of Financing:

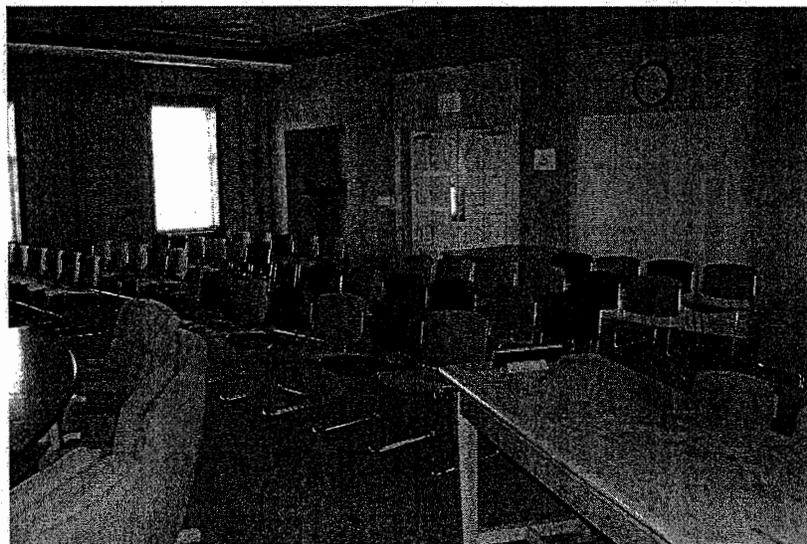
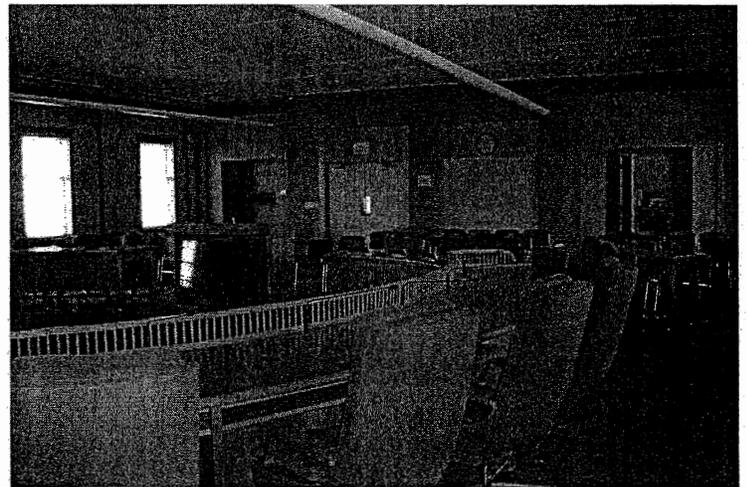
<i>FISCAL YEAR</i>	<i>AMOUNT</i>	<i>FUND</i>
2008 to 2009		
2009 to 2010	\$64,800	General
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$64,800	General

Cost Breakdown:

	<u>2009/10</u>
Chairs for Council and Staff & reconfiguration of dais	\$22,000
Chairs for Audience	1,800
New Carpet	13,000
Painting and Wallpaper	15,000
Contingency (10%)	<u>13,000</u>
Total	\$64,800

Project Title:

Remodel City Council Chambers



Project Title:

City Hall Parking Lot
Resurfacing

Program Area Name:

City Buildings Maintenance

Fund/Department/Departmental Priority Within Fund#:

General/Public Works/Future Project

General Ledger Account #:

100-3062-9963-00

Project Description/Justification:

Description:

Resurface existing parking lot at City Hall.

Justification:

Needs to be replaced due to potholes and pavement failures.

Capital Improvement Program History And Programming Of Project By Years:

N/A

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

Construction	<u>\$240,000</u>
TOTAL	<u>\$240,000</u>

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010	\$240,000	General
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$240,000	General

Project Title:

City Hall Parking Lot
Resurfacing



Project Title: Replace City Hall Parking Lot Lighting

Program Area Name: City Buildings Maintenance

Fund/Department/Departmental Priority Within Fund#: General/Public Works/Future Project

General Ledger Account #: 100-3062-9963-00

Project Description/Justification:

Description:

Remove and replace existing parking lot and light fixtures in City Hall parking lot.

Justification:

Existing fixtures and wiring have failed recently, leaving parking lot with insufficient lighting.

Capital Improvement Program History And Programming Of Project By Years:

Budgeted for the first time in 2000/01 for completion at a later date.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

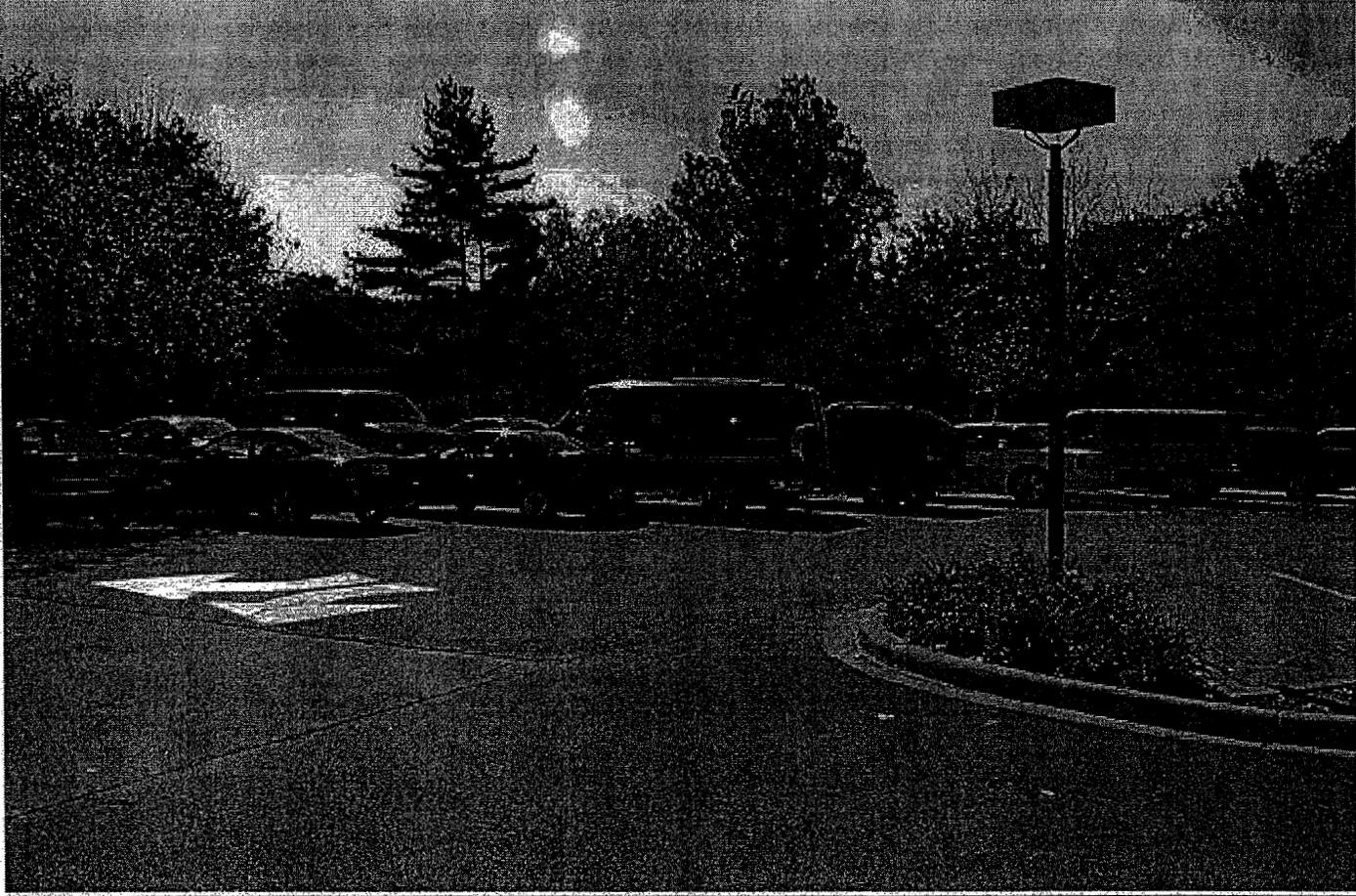
Construction	\$120,000
Contingency	5,000
TOTAL	\$125,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010	\$125,000	General
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$125,000	General

Project Title:

Replace City Hall Parking Lot
Lighting



Project Title: Police Facility Entrance Landscape
Program Area Name: City Buildings Maintenance
Fund/Department/Departmental Priority Within Fund#: General/Public Works/Future Project
General Ledger Account #: 100-3062-9963-00

Project Description/Justification:

The Police Department Vine Avenue entrance, at the rear of City Hall, is in need of a substantial landscape update. This project has been proposed in Public Works Capital Budgets for several fiscal years and has been rejected each time. For more than 15 years, despite maintenance efforts, serious trip-hazards, drainage problems, and surface deterioration remain. These factors present a potential liability issue for the City. In addition, the green space leading up to the street level has bare spots where vegetation has not grown, a man-made short-cut "path" which creates additional safety issues and has become a general maintenance problem for city grounds staff.

Capital Improvement Program History And Programming Of Project By Years:

Minimal maintenance has been provided. The area has become a safety issue and an unattractive representation of the Police Department entrance.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

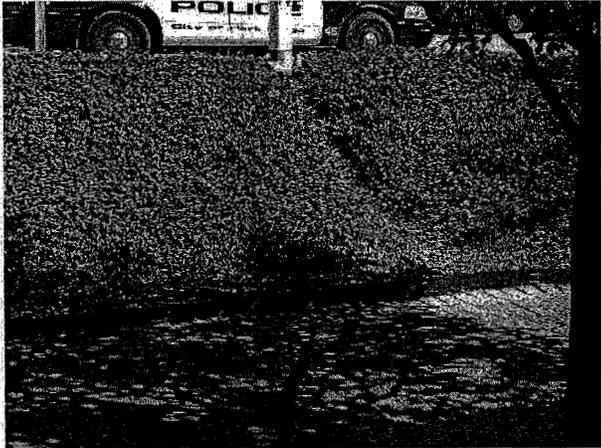
Brick paver installation	\$12,400
Landscape retention wall installation (2)	\$ 9,500
Landscape greenery	<u>\$ 4,400</u>
TOTAL	\$26,300

Sources of Financing:

<i>FISCAL YEAR</i>	<i>AMOUNT</i>	<i>FUND</i>
2008 to 2009		
2009 to 2010	\$26,300	General
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$26,300	General

Project Title:

Police Facility Entrance Landscape



Project Title:

Sewer Rehabilitation

Program Area Name:

Sewer & Drainage Structure
Maintenance

Fund/Department/Departmental Priority Within Fund:

General/Public Works/Future Project

General Ledger Account #:

100-3031-9940-00

Project Description/Justification:

Description:

1. Videotape and analyze City sewer system for maintenance and lining.
2. Line existing manholes.

Justification:

1. Videotaping supports future lining and tree cutting programs.
2. Maintenance of manholes adds additional life.

Capital Improvement Program History And Programming Of Project By Years:

Videotaping and lining of sewers ongoing since 1978/79. However, beginning with the installation of relief sewers in 2000/01, this program has been reduced and/or delayed.

Impact On Operating Budget:

Maintenance Costs:

Routine replacement of sewers directly reduces operating budget expenses for sewer flushing.

Total Estimated Costs:

Engineering	Staff
Construction	\$2,027,300
TOTAL	\$2,027,300

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	0	General
2009 to 2010*	\$329,400	General
2010 to 2011	549,300	General
2011 to 2012	565,800	General
2012 to 2013	582,800	General
2013 to 2014		
TOTAL	\$2,027,300	General

Cost Breakdown:

Videotaping: (2007 anticipated costs, 3% increase thereafter)	\$1.00/ft X 5280' = \$ 5,280
Sewer Lining: (2007 anticipated costs, 3% increase thereafter)	\$100/lf X 5280' = <u>\$528,000</u>
TOTAL	\$533,280

*2009/2010 - 1 relief sewer will be constructed

Project Title:

Sewer Rehabilitation



Project Title: Street Rehabilitation
Program Area Name: Street Maintenance
Fund/Department/Departmental Priority Within Fund#: MFT & Water /Public Works/Priority #1
General Ledger Account #: 203-3024-9951-45 & 502-3054-9951-45

Project Description/Justification:

Description:

Resurfacing of streets each year on a priority basis, plus curb and gutter replacement, primarily on streets being resurfaced.

Justification:

Reduces maintenance of streets.

Capital Improvement Program History And Programming Of Project By Years:

Annual ongoing program. A standard of 6.3 miles was set in 1999. At a September 2004 City Council workshop, street resurfacing was made a priority. Therefore, 8.1 miles were resurfaced in 2005/06, 8.3 miles in 2006/07, and 7.3 miles in 2007/08. The 2008/09 budget includes \$245,000 for construction of a right turn lane at Potter and Dempster.

Impact On Operating Budget:

Maintenance Costs:

Reduces reconstruction and minimizes street maintenance.

Personnel Costs:

Ancillary Costs, such as Insurance:

Total Estimated Costs:

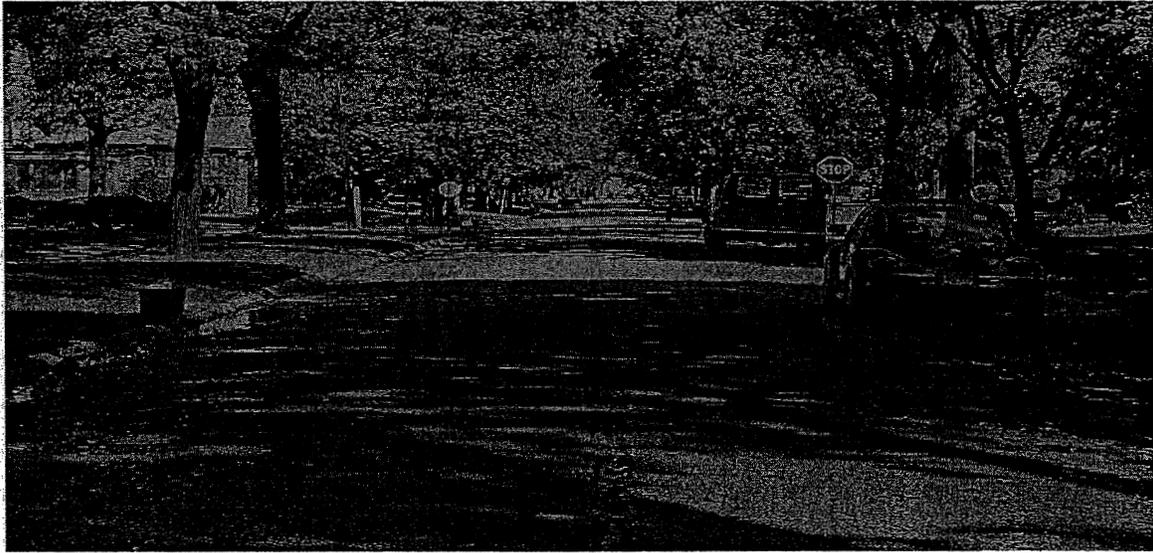
Engineering	Staff
Construction	<u>\$9,324,100</u>
TOTAL	\$9,324,100

Sources of Financing:

FISCAL YEAR	TOT AMT	AMT	FUND	AMT	FUND
2008 to 2009 (7.3 mls equiv)	\$1,305,000	\$ 700,000	MFT	\$605,000	Water
2009 to 2010 (7.3 miles)	\$1,588,100	\$ 952,900	MFT	\$635,200	Water
2010 to 2011 (7.3 miles)	\$1,667,500	\$1,000,500	MFT	\$667,000	Water
2011 to 2012 (6.3 miles)	\$1,511,000	\$ 906,600	MFT	\$604,400	Water
2012 to 2013 (6.3 miles)	\$1,586,600	\$ 952,000	MFT	\$634,600	Water
2013 to 2014 (6.3 miles)	\$1,665,900	\$ 999,500	MFT	\$666,400	Water
TOTAL	\$9,324,100	\$5,511,500	MFT	\$3,812,600	Water

Project Title:

Street Rehabilitation



Project Title:
Program Area Name:
Fund/Department/Departmental Priority Within Fund#:
General Ledger Account #:

Alley Paving
 Alley Maintenance
 MFT/Public Works/Priority #2
 203-3026-9952-01

Description:

Pave gravel alley with concrete and install drainage. Assumed six alleys for fiscal year 2008/09 and five alleys per year thereafter. Pricing assumptions are based on typical length, width and sewer needs. The alleys scheduled for fiscal year 2008/09 are:

- Fairview / Prospect, Glenlake to Peterson
- Chester / Greenwood, Gillick south to dead end with Gillick / Talcott, Chester to dead end (Greenwood)
- Fairview / Prospect, Glenlake to Granville
- Peale / Washington, Arthur south to dead end (toward Devon)
- Columbia / Gillick, Harrison to Washington
- Crescent / Prairie, Chester to Clifton

Justification:

Gravel alleys create several maintenance problems, especially related to drainage and dust.

Capital Improvement Program History And Programming Of Project By Years:

2007 bid pricing plus 20% inflation for one year, 5% inflation thereafter.

Impact On Operating Budget:

Maintenance Costs:

A paved alley is less costly to maintain than an unpaved alley. For example, the alley will no longer need to be graded.

Legal Counsel:

We anticipate spending \$20,000 in legal fees to establish the special service areas next year.

Total Estimated Costs:

Engineering	Staff
Construction	\$3,262,200
TOTAL	\$3,262,200

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND	AMOUNT	FUND
2008 to 2009	\$701,300	MFT	\$227,700	SSA
2009 to 2010	736,400	MFT	239,100	SSA
2010 to 2011	773,200	MFT	251,000	SSA
TOTAL	\$2,210,900	MFT	\$717,800	SSA

Detailed Cost Calculations:

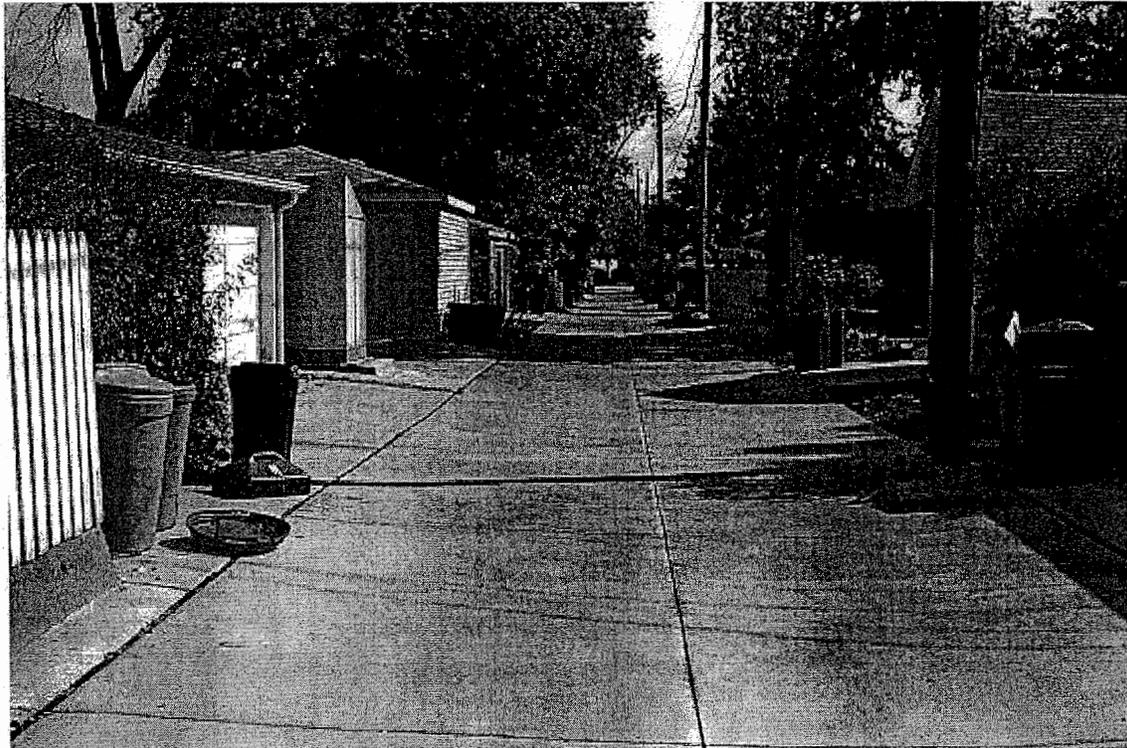
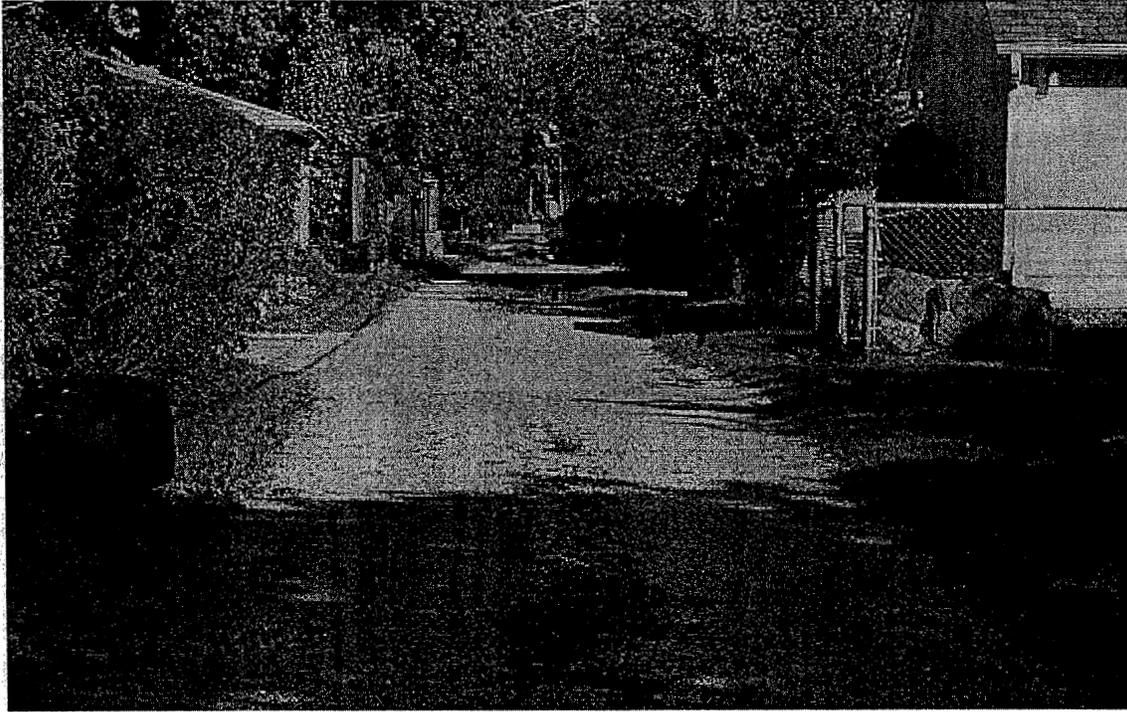
Assume cost of \$300 per foot.

Six alleys	3960' x \$230 per foot	\$910,800
Testing fee	(\$15,000 included in construction)	
Total Construction Cost		\$910,800
Citizen Cost	25% of \$910,800	\$227,700
City Construction Cost	75% of \$910,800	\$683,100
Attorney Fee	2% of construction cost	\$18,200
Total City Cost		\$701,300

YEAR	BETWEEN	FROM	To
2009/2010	Knight / Western	Cedar	Touhy
2009/2010	Chester / Greenwood	Arthur	Greenwood
2009/2010	Knight / Lincoln	Belle Plaine	Stewart
2009/2010	Fairview / Brickton Park	Glenlake	Peterson
2009/2010	Courtland / Prospect	Crescent	Stewart
2010/2011	Garden / Touhy	Chester	Greenwood
2010/2011	Courtland / Prospect	Belle Plaine	Gillick
2010/2011	Albion/Imperial	Harrison	Washington
2010/2011	Belle Plaine/Columbia	Canfield	Harrison
2010/2011	Brophy/Fairview	Glenlake	North to dead end

Project Title:

Alley Paving



Project Title: Alley Reconstruction
Program Area Name: Alley Maintenance
Fund/Department/Departmental Priority Within Fund#: MFT/Public Works/Future Project
General Ledger Account #: 203-3026-9952-00

Project Description/Justification:

Description:

Alley reconstruction involves removing and replacing the pavement of alleys that are identified as being in poor condition. Drainage facilities are modified as necessary.

Justification:

This program is based on the first condition survey in 1991, updated by a re-survey in 1994 and 2006. Routine maintenance will be performed on existing paved alleys when demand decreases for alley reconstruction.

Capital Improvement Program History And Programming Of Project By Years:

Resume reconstruction in 2011/12.

- 2011/2012 Alley southwest of Northwest Highway—Rowe to Sibley (280').
- Alley south of Vine 'L' – Devon to Talcott (300')
- Alley north of Busse – Shibley to Rowe (280')

Note: Work to be done after alley paving is complete.

Impact On Operating Budget:

Ancillary Costs, such as Insurance: Reconstruction improves the alley's appearance and drainage.

Total Estimated Costs:

Engineering	Staff
Construction	<u>\$820,000</u>
TOTAL	\$820,000

Sources of Financing: **Cost Estimate:** 860' X \$400 per foot = \$344,000

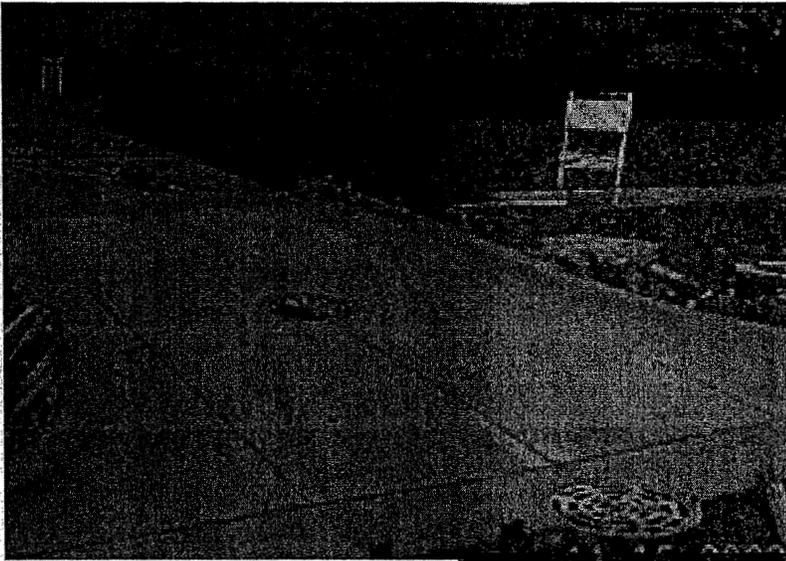
FISCAL YEAR	AMOUNT	FUND
2011 to 2012	\$344,000	MFT
2012 to 2013	476,000	MFT
TOTAL	\$820,000	MFT

ALLEY CONDITION REPORT

Location	From	To	Type	Length	Condition
Busse, north of	Shibley	Rowe	Concrete/Asphalt	280'	Poor
Devon, south of (Vine 'L')	Devon	Talcott	Asphalt	300'	Poor
Main, south 'J'	Prospect	Fairview	Asphalt	730'	Poor
Northwest, south of	Rowe	Shibley	Asphalt	280'	Poor
Garden/Touhy	Clifton	Chester	Asphalt	380'	Poor/Fair
Garden/Touhy	Cumberland	Clifton	Asphalt	380'	Poor/Fair
Main, south 'T'	Prairie	Fairview	Asphalt	680'	Poor/Fair
Stanley/Belle Plaine	Avondale	Washington	Concrete	1,050'	Poor/Fair
Greenwood/Delphia	Stewart	Belle Plaine	Concrete	600'	Poor/Good
Northwest, south of	Washington	Ridge	Asphalt	350'	Poor/Good
Chester/Greenwood	Stewart	Belle Plaine	Concrete	600'	Fair
Grand/Meacham	Elm	Sibley	Concrete	1,230'	Fair
Touhy, south of	Lincoln	Western	Concrete	600'	Fair
Busse, north of	West of Seminary		Asphalt	450'	Fair/Good
Busse, north of	Seeley	Shibley	Concrete	280'	Good
Chester/Clifton	Crescent	Stewart	Concrete	600'	Good
Clifton/Cumberland	Crescent	Stewart	Concrete	600'	Good
Courtland/Crescent	Arthur	Devon	Concrete	600'	Good
Courtland/Crescent	Glenlake	South	Asphalt	100'	Good
Cumberland/Fairview	Crescent	Stewart	Concrete	600'	Good
Devon, south of	Brophy	Cumberland	Concrete	300'	Good
Devon, south of	Courtland	Prospect	Concrete	350'	Good
Devon, south of	Fairview	Brophy	Concrete	270'	Good
Devon, south of	Prospect	Fairview	Concrete	280'	Good
Fairview/Prospect	Belle Plaine	Gillick	Concrete	600'	Good
Main, south 'J'	Prospect	Fairview	Asphalt	730'	Good

Project Title:

Alley Reconstruction



Project Title: Main Replacement
Program Area Name: Watermain Services
Fund/Department/Departmental Priority Within Fund#: Water/Public Works/Priority #1
General Ledger Account #: 502-3054-9930-00

Project Description/Justification:

Description:

The City's goal is to replace the equivalent dollars of 3,585 lineal feet of watermains each year.

1. Cumberland, Talcott to Belle Plaine
2. Main Street, Prospect to Prairie
3. Potter, Busse Highway to Northwest Highway
4. Valve removal and replacement, Cumberland (2)
5. Fire hydrant removal and replacement, Northwest highway (2)
6. Purchase fire hydrants

Justification:

1. Upgrade water system.
2. Results of 1996 water study.

Capital Improvement Program History And Programming Of Project By Years:

Originated by 1992 in-house study and Park Ridge Manor Agreement.

Results of 1996 water study.

2003-2011 Work based on water study

2007 prices plus 15% for 2008, then 5% thereafter.

Impact On Operating Budget:

Ancillary Costs, such as Insurance:

Replacement and maintenance of old and undersized watermains and accessories that have lead joints, which tend to leak, reduces our unaccounted for water. Replacement of mains with a high breakage history results in less repair costs, damage to private and public property, public inconvenience, and lost water.

Total Estimated Costs:

Engineering	Staff
Construction	\$4,640,700
TOTAL	\$4,640,700

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$682,300	Water
2009 to 2010	\$716,400	Water
2010 to 2011	\$752,200	Water
2011 to 2012	\$789,800	Water
2012 to 2013	\$829,300	Water
2013 to 2014	\$870,700	Water
TOTAL	\$4,640,700	Water

Detailed Cost Calculations:

Watermain: \$315/LF X 1950 LF	\$614,300
Fire Hydrants:	\$ 50,000
Valve Removal & Replacement:	\$ 10,000
Hydrant Removal and Replacement:	\$ 8,000
	\$682,300

Project Title:

Main Replacement



Project Title: Water Plant Improvements
Program Area Name: Water Supply & Treatment
Fund/Department/Departmental Priority Within Fund#: Water/Public Works/Future Project
General Ledger Account #: 502-3052-9936-00

Project Description/Justification:

Description:
 Paint outside of elevated tank in 2007, paint interior in 2012.

Justification:
 Aids in long-term maintenance of water tank.

Capital Improvement Program History And Programming Of Project By Years:

Identified by water study and inspection in 2006.

Impact On Operating Budget:

This project will not impact the operating budget.

Total Estimated Costs:

Cleaning & Painting	\$203,500
TOTAL	\$203,500

Sources of Financing:

<i>FISCAL YEAR</i>	<i>AMOUNT</i>	<i>FUND</i>
2008 to 2009		
2009 to 2010		
2010 to 2011		
2011 to 2012		
2012 to 2013	\$203,500	Water
2013 to 2014		
TOTAL	\$203,500	Water

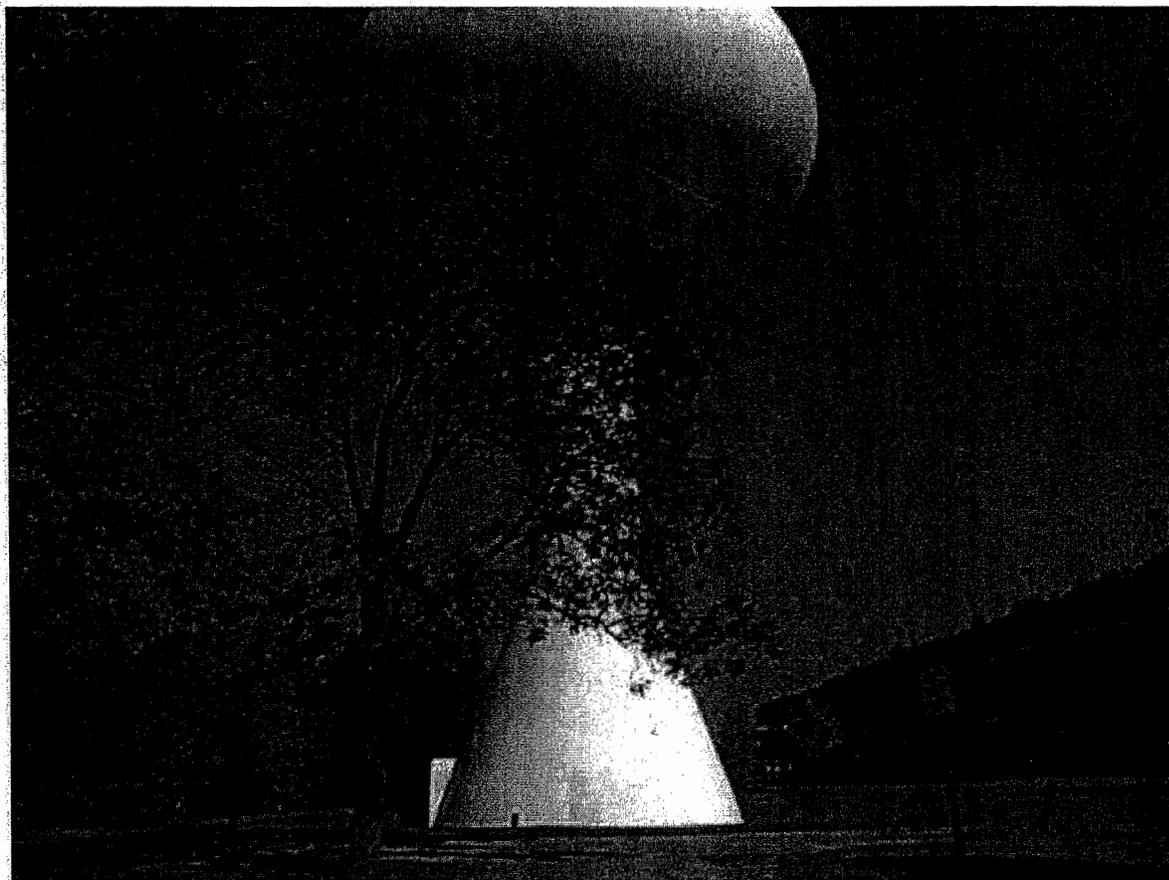
Cost Estimate:

Construction Services based on anticipated inspection results:

Interior - total removal of coating and recoating	\$185,000
10% Contingency	\$ 18,500
TOTAL COST	\$203,500

Project Title:

Water Plant Improvements



Project Title: Uptown Parking Lot Resurfacing
Program Area Name: Parking
Fund/Department/Departmental Priority Within Fund#: Parking/Public Works/Priority #1
General Ledger Account #: 501-3027-9980-00

Project Description/Justification:

Description:
 Patching and resurfacing of Uptown Court Parking Lot.
Justification:
 Reduces maintenance costs.

Capital Improvement Program History And Programming Of Project By Years:
 All public parking lot conditions were surveyed in 2006.

Impact On Operating Budget:
 Reduces patching costs and City liability.

Total Estimated Costs:

Engineering	Staff
Construction	\$130,200
TOTAL	\$130,200

Sources Of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$130,200	Parking
2009 to 2010		
2010 to 2011		
2011 to 2012		
2012 to 2013		
2013 to 2014		
TOTAL	\$130,200	Parking

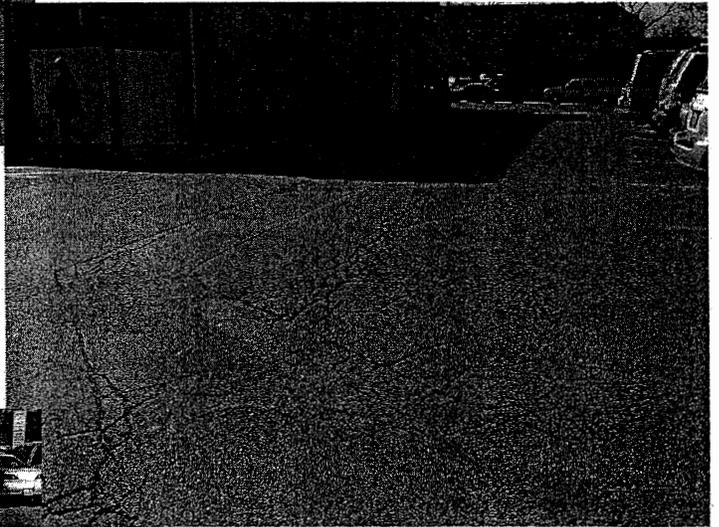
Detailed Cost Calculations:
 67,500 / sq. ft. X \$1.93 / sq. ft. = \$130,200

CITY PARKING LOT CONDITION REPORT

Name	Location	Size	Condition
Summit Avenue	Prospect / Washington/Railroad	8,640	Poor
Uptown	Northwest / Touhy / Washington	56,000	Poor/Fair
City Hall	Butler / Courtland / Vine	24,510	Poor/Fair
City Hall Annex	Butler / Courtland	11,250	Poor/Fair
Fairview	13-23 Prairie	20,300	Fair/Good
Central	Summit / Prospect / Touhy	69,500	Good
Dee Road	Dee / Busse	50,208	Good
Summit	Summit / Euclid	32,050	Good
Triangle	Touhy / Summit	19,650	Good

Project Title:

Uptown Parking Lot Resurfacing



Project Title: Downtown Streetscape
Program Area Name: Grounds Maintenance
Fund/Department/Departmental Priority Within Fund#: Uptown TIF/Public Works/Priority #1
General Ledger Account #: 204-3072-9971-00

Project Description/Justification:

Repair and replace the sidewalks in selected locations in the downtown area. These projects include sidewalk replacement, brick carriage walks, pedestrian lights, wayfinding signs, trees (where appropriate), benches, trash receptacles and bicycle racks. The sidewalks need to be replaced in this area due to age and settling.

Capital Improvement Program History And Programming Of Project By Years:

These projects have been in the capital budget for many years. The streetscape projects have been reorganized for this year's budget base on the projected timing of redevelopment projects. The Summit Avenue beautification project, which was previously budgeted separately, has been added to this project.

Impact On Operating Budget:

Maintenance Costs: Initially maintenance cost will be lower because of the new construction. Over time maintenance costs will increase as facilities wear out.
 Personnel Costs:
 Ancillary Costs, such as insurance:

Total Estimated Costs:

Design/Engineering	\$635,000
Construction	4,670,000
Contingency	<u>470,000</u>
TOTAL	\$5,775,000

Sources of Financing:

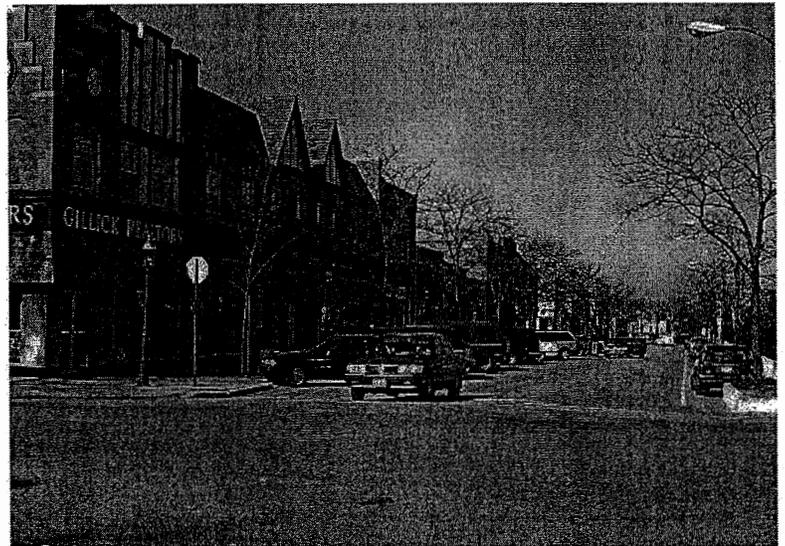
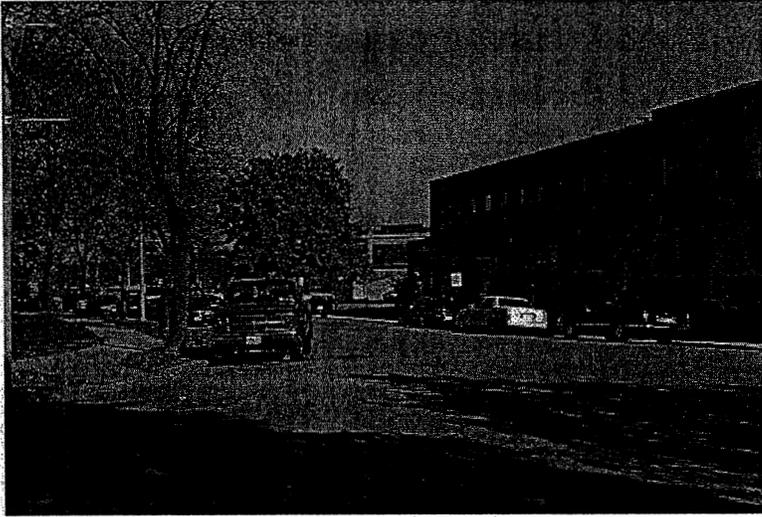
FISCAL YEAR	AMOUNT	FUND
2008 to 2009	\$495,000	Uptown TIF
2009 to 2010	305,000	Uptown TIF
2010 to 2011	2,225,000	Uptown TIF
2011 to 2012	330,000	Uptown TIF
2012 to 2013	2,420,000	Uptown TIF
TOTAL	\$5,775,000	Uptown TIF

Detailed cost calculations:

Fiscal Year	Cost	Project Description
2008/09	\$495,000	Construct streetscape along Summit between Touhy and Prospect Avenues.
2009/10	\$305,000	Design of streetscapes along area bounded by Touhy, Washington and Northwest Highway, the east side of Prospect between Northwest Highway and Summit and the reconstruction of the Pickwick Plaza.
2010/11	\$2,225,000	Construction of the streetscape described above.
2011/12	\$330,000	Design of streetscapes for area south of railroad tracks.
2012/13	<u>\$2,420,000</u>	Construct streetscape south of railroad tracks.
	\$5,775,000	

Project Title:

Downtown Streetscape



Project Title: Summit Avenue Beautification
Program Area Name: Grounds Maintenance
Fund/Department/Departmental Priority Within Fund#: Uptown TIF/Public Works/Future Project
General Ledger Account #: 204-3072-9971-00

Project Description/Justification:

Repair commuter parking lot along Summit Avenue, from Prospect to approximately 370 feet southeast of Washington, where existing landscaping begins. The project includes construction of a new curb and pavement surface, installing a precast retaining wall, planting of trees and general landscaping. Most of this parking area is used for commuter parking. The railroad embankment is steep and difficult to properly maintain. There is no landscaping along this section of the parking area.

Capital Improvement Program History And Programming Of Project By Years:

This project has been budgeted several times over the past 12 years, but never budgeted for construction.

Impact On Operating Budget:

Maintenance Costs: This will reduce the maintenance costs for the embankment
 Personnel Costs:
 Ancillary Costs, such as insurance:

Total Estimated Costs:

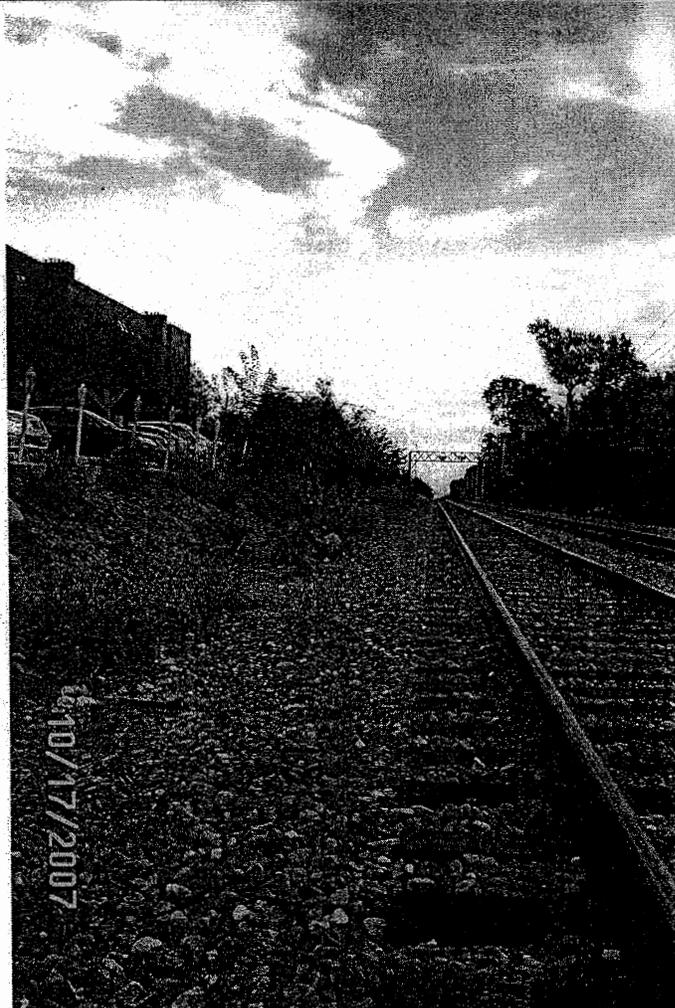
Design/Engineering	\$30,000
Construction	<u>200,000</u>
TOTAL	\$230,000

Sources of Financing:

FISCAL YEAR	AMOUNT	FUND
2008 to 2009		
2009 to 2010	\$30,000	Uptown TIF
2010 to 2011	175,000	Uptown TIF
2011 to 2012	25,000	Uptown TIF
TOTAL	\$230,000	Uptown TIF

Project Title:

Summit Avenue Beautification



MOTOR EQUIPMENT REPLACEMENT FUND

TYPE OF EQUIPMENT	ACQUISITION YEAR	NORMAL LIFE	ORIGINAL COST	ESTIMATED REPLACEMENT COST	ANNUAL FUNDING
ADMINISTRATION:					
Dodge Charger	2006	8	\$ 18,000	\$ 22,000	\$ 2,800
2 Ford Pool Vehicles	2007-2008	10	33,000	36,000	3,600
TOTAL ADMINISTRATION			\$ 51,000	\$ 58,000	\$ 6,400
COMMUNITY DEVELOPMENT:					
Olds Cierra Wagon	1996	10	\$ 10,800	\$ 22,000	\$ 2,200
Ford Escort Wagon	1996	10	11,900	22,000	2,200
3 Ford Taurus FFVs	2005	10	45,000	60,000	6,000
2 Ford Focus (Health)	2007	10	28,000	30,000	3,000
TOTAL COMMUNITY DEVELOPMENT			\$ 95,700	\$ 134,000	\$ 13,400
FIRE:					
2 Ford Explorers	2007	8	\$ 43,200	\$ 40,000	\$ 5,000
Ford E350 4x4 Command Van	1998	10	43,000	56,000	5,600
Chevrolet Blazer 4x4	2001	10	18,200	18,000	1,800
Chevrolet Impala	2001	8	19,700	20,000	2,500
3 Pumper Trucks	1996-2006	15	889,400	1,246,500	83,100
Aerial Platform Truck	2000	20	741,000	990,000	49,500
3 Ambulances	2006	8	344,100	376,800	47,100
Rescue Truck	2000	20	311,000	364,000	18,200
Ford F350 4x4 Squad Truck	1994	15	22,300	34,500	2,300
TOTAL FIRE			\$ 2,431,900	\$ 3,145,800	\$ 215,100
POLICE:					
Ford Explorer	2006	8	\$ 22,700	\$ 24,000	\$ 3,000
Pontiac Grand Prix	2001	8	17,700	18,000	2,300
12 Marked Patrol Vehicles	2001-2006	2	205,500	216,000	108,000
4 Unmarked Vehicles	2001-2006	5	64,400	71,500	14,300
1 Unmarked Van	2001	10	25,700	31,000	3,100
3 Ford Explorers - C.S.O.	2002-2006	5	65,600	73,500	14,700
Honda Civic Hybrid - P.E.P.	2004	8	18,500	17,600	2,200
SMTM Speed Trailer	2006	15	7,000	15,000	1,000
TOTAL POLICE			\$ 427,100	\$ 466,600	\$ 148,600
PUBLIC WORKS:					
Ford Explorer	1999	8	\$ 19,200	\$ 22,400	\$ 2,800
Ford Taurus	2006	10	13,900	17,000	1,700
Ford Focus	2007	12	12,500	15,000	1,300
Ford Taurus Wagon	1997	8	13,400	24,000	3,000
Ford Escort Wagon (Engineering)	1998	10	13,400	24,000	2,400
Dodge Pickup (Engineering)	1998	8	15,800	20,000	2,500
Olds Cierra Wagon (Forestry)	1996	10	10,800	22,000	2,200
Service Truck	1993	10	20,100	34,000	3,400
6 Pickup Trucks	1995-2004	8	109,250	136,000	17,000

MOTOR EQUIPMENT REPLACEMENT FUND (CONT.)

TYPE OF EQUIPMENT	ACQUISITION YEAR	NORMAL LIFE	ORIGINAL COST	ESTIMATED REPLACEMENT COST	ANNUAL FUNDING
PUBLIC WORKS (continued):					
15 Large Dump Trucks	1989-2005	10-20	\$ 1,101,200	\$ 1,616,800	\$ 112,400
4 End Loaders	1994-2003	12	385,600	528,000	44,000
8 Small Dump Trucks	1996-2002	8	233,900	377,600	47,200
1 Aerial Boom Truck	1997	10	47,900	58,000	5,800
1 Vac-Con Catch Basin Cleaner	1997	12	117,000	176,400	14,700
1 Grader	1991	20	85,900	130,000	6,500
2 Backhoe/Loaders	1991, 1994	15	124,600	222,000	14,800
1 Sewer Flusher, with chassis	1999	10	103,500	141,000	14,100
2 Street Sweepers	1997, 2005	10	259,300	274,000	27,400
2 Asphalt Rollers	1992, 2000	15-20	42,000	55,500	3,300
2 Air Compressors	1990-2000	20	18,100	22,000	1,100
4 Utility Trucks	1993-2002	8-10	108,000	110,400	13,800
1 Tractor/Loader	1990	20	26,700	38,000	1,900
1 Generator	1989	20	18,500	28,000	1,400
2 Skid-Steer Loaders	1997, 2004	12	34,800	40,800	3,400
1 Welder	1998	20	11,000	14,000	700
4 Arrow Boards	1990, 2000	8	15,900	16,000	2,000
2 Brush Chippers	2001	5	56,600	64,000	12,800
7 Trailers	1988-2001	15-20	30,100	33,750	2,200
2 Riding Mowers	1999,2000	10	11,000	12,000	1,200
TOTAL PUBLIC WORKS			\$ 3,059,950	\$ 4,272,650	\$ 367,000
LIBRARY:					
Passenger Van	2006	10	17,300	20,000	2,000
			\$ 17,300	\$ 20,000	\$ 2,000
Less: Contribution Reduction for 2008/09					\$ (313,400)
GRAND TOTAL			\$ 6,082,950	\$ 8,097,050	\$ 439,100

FINANCIAL PROJECTION

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Contributions	589,100	389,100	612,100	633,600	655,500	678,500	702,100
Purchases	404,400	900,000	511,000	1,499,500	180,000	376,800	180,000
Balance	3,000,000	2,489,100	2,590,200	1,724,300	2,199,800	2,501,500	3,023,600

Contributions will be accumulated over the next six years so the City will have funds available to make major purchases.

DEBT SERVICE FUNDS

	06/07	07/08	07/08 Estimated	08/09	09/10
Debt Service	Actual	Budget	Actual	Budget	Estimate
3026110981000 Bond Principal & Int.	1,627,000	1,659,200	1,659,200	1,632,800	
2083043981000 Bond Principal & Int.	55,300	61,500	61,500	61,500	87,000
3046110981000 Bond Principal & Int.	163,300	888,300	888,300	1,041,600	1,039,600
3056110981000 Bond Principal & Int.	878,500	881,200	881,200	878,400	885,400
3066110981000 Bond Principal & Int.	321,100	321,100	321,100	321,100	321,100
3076110981000 Note Principal & Int.	41,900				
3086110981000 Bond Principal & Int.	523,500	523,500	523,500	523,500	523,500
3096110981000 Bond Principal & Int.	579,800	579,800	579,800	579,800	579,800
Debt Service Total	4,190,400	4,914,600	4,914,600	5,038,700	3,436,400
Source of Funds					
1998 Debt Service Fund (Bond)	1,627,000	1,659,200	1,659,200	1,632,800	-
2004A Debt Service Fund (Bond)	163,300	888,300	888,300	1,041,600	1,039,600
2004B Debt Service Fund (Bond)	878,500	881,200	881,200	878,400	885,400
2005A Debt Service Fund (Bond)	321,100	321,100	321,100	321,100	321,100
2006 Debt Service Fund (Note)	41,900	-	-	-	-
2006A Debt Service Fund (Bond)	523,500	523,500	523,500	523,500	523,500
2006B Debt Service Fund (Bond)	579,800	579,800	579,800	579,800	579,800
Municipal Waste Fund	55,300	61,500	61,500	61,500	87,000
Capital Budget Total	4,190,400	4,914,600	4,914,600	5,038,700	3,436,400

Description

In 1998, the City issued \$10,000,000 of general obligation bonds to build a Public Works Service Center and pave alleys.

The debt payment for the Municipal Waste Fund pays for the City's portion of the Glenview Transfer Station. Debt service amounts are estimates as actual payments depend upon the City's actual waste disposal and its percentage of usage relative to other Agency members. The 2008/09 estimate for SWANCC debt is based on an estimated annual disposal of 17,000 tons of garbage at \$3.62 per ton. Sometimes we overestimate the tonnage to accommodate the "true-up". True-up reconciles estimated tonnage to actual tonnage. SWANCC has used some reserves to subsidize member's debt service payments. Without this subsidy, debt service will increase in future years.

In 2004, the City issued general obligation bonds with a par value of \$16,770,000 for the purpose of financing the pump station and reservoir relocation and expansion project as an improvement to the water supply and distribution system of the city. The bonds were issued in two series. 2004A has a par value of \$4,910,000 and is intended to be paid from Uptown TIF increment; 2004B has a par value of \$11,860,000 and is intended to be paid from water revenues.

In April 2005, the City issued general obligation bonds with a par value of \$7,005,000 for the purpose of financing public improvements in target area 2 of the uptown TIF. In June 2006, the City issued \$10,530,000 of tax-exempt bonds (series 2006 A) and \$10,055,000 of taxable bonds (series 2006 B) to finance phase III of the uptown TIF project. Both series are intended to be paid from incremental property taxes.

Total City of Park Ridge Outstanding Debt

As of April 30, 2009, the total principal balance of City of Park Ridge outstanding debt will be \$43,970,000. This consists of \$1,570,000 for series 1998, \$14,810,000 for series 2004A & B, \$7,005,000 for series 2005A and \$20,585,000 for series 2006A & B.

DEBT SERVICE FUNDS

Legal Debt Limit

The City of Park Ridge is a home rule unit under the Illinois Constitution and as such has no debt limit nor is it required to seek referendum approval for the issuance of general obligation debt. The Municipal Code prohibits the debt term from exceeding 40 years. On February 16, 2004, the City Council eliminated a requirement that a referendum be held if total bonded debt exceeds 2.5% of equalized assessed valuation of the City's taxable real property as last equalized.

Council Policy Regarding Debt Issuance

The City has no revenue bonds outstanding and has had none since 1962. The City has not used any form of tax anticipation in over 50 years.

Debt Ratios and Per Capita Debt as of January 1, 2008:

As of January 1, 2008, direct debt equaled \$46,842,000 (\$3,292,000 (Series 1998) + \$4,910,000 (Series 2004A) + \$11,050,000 (Series 2004B) + \$7,005,000 (Series 2005A) + \$10,530,000 (Series 2006A) + \$10,055,000 (Series 2006B)). Calculation excludes SWANCC debt.

	January 1, 2007	January 1, 2008
City of Park Ridge Population	37,775	37,775
Estimated True Value of Property	\$4,506,386,769 (2005)	\$4,585,118,292 (2006)
Equalized Assessed Value of Property	\$1,502,128,908 (2005)	\$1,528,372,764 (2006)
True Value Per Capita	\$119,295	\$121,380
Equalized Assessed Value Per Capita	\$39,765	\$40,460
Direct Debt Per Capita	\$1,284	\$1,240
Direct Debt/True Value	1.03%	1.02%
Direct Debt/Equalized Assessed Value	3.23%	3.06%

Bond Rating:

The City's bonds are rated Aa2 by Moody.

Detailed Debt Schedules

Public Works Service Center & Alleys and SWANCC Debt:

Budget Year	Tax Levy Year	Fiscal Yr. Tax Collected	Fiscal Year Paid	PW Serv Ctr/Alleys		SWANCC
				1998 GO \$10 Mill Interest	1998 GO \$10 Mill Principal	Mun Wste Debt 17,000 tons
05/06	2005	2006/07	2007	235,720	1,360,000	56,500
06/07	2006	2007/08	2008	182,000	1,445,000	55,300
07/08	2007	2008/09	2009	124,200	1,535,000	61,500
08/09	2008	2009/10	2010	62,800	1,570,000	61,500
09/10	2009	2010/11	2011			87,000
10/11	2010	2011/12	2012			84,000
11/12	2011	2012/13	2013			81,000
12/13	2012	2013/14	2014			91,000
13/14	2013	2014/15	2015			93,300
14/15	2014	2015/16	2016			65,100
				604,720	5,910,000	736,200

Water Reservoir Debt (Series 2004A&B):

In July 2004, the City issued general obligation bonds to finance the construction and relocation of a new central water reservoir. Series 2004A is intended to be paid from TIF increment and 2004B is intended to be paid from water revenues. Detail debt schedule is as follows:

Budget Year	Tax Levy Year	Fiscal Year Paid	2004A GO \$4.91 Mill Interest	2004A GO \$4.91 Mill Principal	2004B GO \$11.86 Mill Interest	2004B GO \$11.86 Mill Principal	Total Interest	Total Principal
		2005	54,444		160,151		214,595	-
04/05	2004	2006	163,331		480,454		643,785	-
05/06	2005	2007	163,331		480,454	400,000	643,785	400,000
06/07	2006	2008	163,331		468,454	410,000	631,785	410,000
07/08	2007	2009	163,331	725,000	456,154	425,000	619,485	1,150,000
08/09	2008	2010	141,581	900,000	443,404	435,000	584,985	1,335,000
09/10	2009	2011	114,581	925,000	430,354	455,000	544,935	1,380,000
10/11	2010	2012	84,519	1,110,000	415,566	470,000	500,085	1,580,000
11/12	2011	2013	45,669	1,155,000	399,116	490,000	444,785	1,645,000
12/13	2012	2014	3,800	95,000	381,354	545,000	385,154	640,000
13/14	2013	2015			359,554	525,000	359,554	525,000
14/15	2014	2016			338,554	550,000	338,554	550,000
15/16	2015	2017			316,554	570,000	316,554	570,000
16/17	2016	2018			293,754	595,000	293,754	595,000
17/18	2017	2019			269,954	625,000	269,954	625,000
18/19	2018	2020			244,173	655,000	244,173	655,000
19/20	2019	2021			216,335	685,000	216,335	685,000
20/21	2020	2022			186,538	715,000	186,538	715,000
21/22	2021	2023			154,363	750,000	154,363	750,000
22/23	2022	2024			120,613	790,000	120,613	790,000
23/24	2022	2025			84,075	825,000	84,075	825,000
24/25	2023	2026			44,888	945,000	44,888	945,000
		Total	1,097,919	4,910,000	6,744,811	11,860,000	7,842,730	16,770,000

Uptown TIF Bonds (Series 2005A, 2006A & B):

In April 2005 and June 2006, the City issued general obligation bonds to make public infrastructure improvements in target area 2. The City intends to pay the bonds from incremental property taxes.

Budget Year	Tax Levy Year	Fiscal Year Paid	2005A		2006A		2006B	
			GO \$7 Mill Interest	GO \$7 Mill Principal	GO \$10.5 Mill Interest	GO \$10.5 Mill Principal	GO \$10.05 Mill Interest	GO \$10.05 Mill Principal
					Tax-Exempt		Taxable	
		2006	201,587					
		2007	321,113		261,750		289,907	
06/07	2006	2008	321,113		523,500		579,815	
07/08	2007	2009	321,113		523,500		579,815	
08/09	2008	2010	321,113		523,500		579,815	
09/10	2009	2011	321,113		523,500		579,815	
10/11	2010	2012	321,113		523,500		579,815	
11/12	2011	2013	321,113	100,000	523,500		579,815	
12/13	2012	2014	317,113	100,000	523,500	100,000	579,815	785,000
13/14	2013	2015	313,113	100,000	519,250	100,000	535,070	1,345,000
14/15	2014	2016	309,113	100,000	515,000	100,000	457,733	1,710,000
15/16	2015	2017	305,113	100,000	510,750	100,000	359,408	1,815,000
16/17	2016	2018	300,963	100,000	506,500	100,000	255,045	2,355,000
17/18	2017	2019	296,763	235,000	501,500	385,000	119,633	2,045,000
18/19	2018	2020	286,775	245,000	482,250	2,990,000		
19/20	2019	2021	275,750	705,000	332,750	3,135,000		
20/21	2020	2022	244,025	935,000	176,000	3,520,000		
21/22	2021	2023	201,950	975,000				
22/23	2022	2024	158,075	1,485,000				
23/24	2023	2025	91,250	1,825,000				
	Total		5,549,380	7,005,000	7,470,250	10,530,000	6,075,500	10,055,000

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FULL TIME EQUIVALENTS

	06/07	07/08	08/09	09/10
Administration	12.00	12.00	12.00	12.00
Community & Civic Services	0.20	0.20	0.20	0.20
Community Preservation & Development	15.00	15.00	14.50	14.50
Finance	12.05	12.05	12.05	12.05
Fire	53.00	53.00	53.00	53.00
Police	82.94	82.94	83.38	83.38
Public Works	56.84	56.84	56.84	56.84
Library	56.40	56.40	56.395	56.395
Total City Full Time Equivalents	288.43	288.43	288.37	288.37

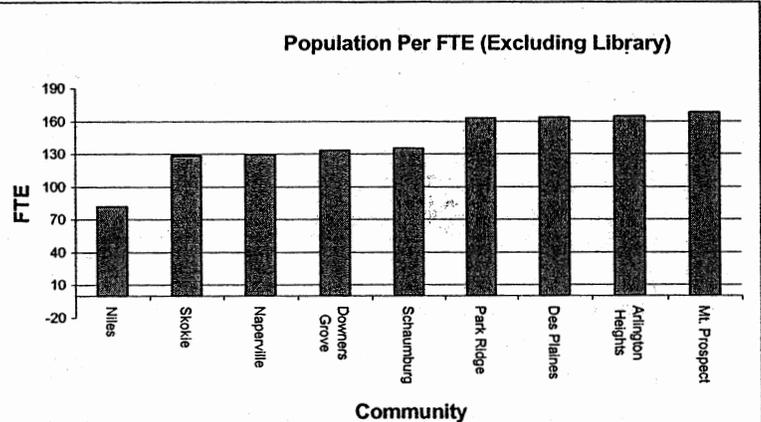
The were no changes in total full-time equivalents between 2006/07 and 2007/08.

The difference between 2007/08 and 2008/09 results from the following changes.

- Addition of 5 part-time crossing guards.
- Elimination of one full-time Community Service Manager position.
- Change of Plans Examiner/Plumbing Inspector from a full-time to a part-time position.

The following graph compares Park Ridge full time equivalency per population with neighboring communities.

	<u>FTE</u>	<u>Population</u>	<u>Pop/FTE</u>
Niles	366	30,063	82
Skokie	494	63,348	128
Naperville	1101	142,140	129
Downers Grove	375	50,000	133
Schaumburg	558	75,386	135
Park Ridge	232	37,775	163
Des Plaines	360	58,710	163
Arlington Heights	468	76,943	164
Mt. Prospect	335	56,265	168
Average	477	65,626	141



A detailed listing of employees by department follows.

ADMINISTRATION

	06/07	07/08	08/09	09/10
Administration				
Legislative				
Senior Administrative Assistant	0.30	0.30	0.30	0.30
Subtotal	0.30	0.30	0.30	0.30
City Administration				
City Manager	1.00	1.00	1.00	1.00
Deputy City Manager	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	1.00
Senior Administrative Assistants	0.50	0.50	0.50	0.50
Subtotal	3.50	3.50	3.50	3.50
Records Control				
Senior Administrative Assistants	1.00	1.00	1.00	1.00
Subtotal	1.00	1.00	1.00	1.00
Human Resources				
Human Resources Director	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Subtotal	2.00	2.00	2.00	2.00
Information Services				
Public Information Coordinator	1.00	1.00	1.00	1.00
Senior Administrative Assistants	0.20	0.20	0.20	0.20
Subtotal	1.20	1.20	1.20	1.20
Information Technology				
Director of Information Technology	1.00	1.00	1.00	1.00
Information Systems Coordinators	2.00	2.00	2.00	2.00
Subtotal	3.00	3.00	3.00	3.00
Economic Development				
Economic Development Director	1.00	1.00	1.00	1.00
Subtotal	1.00	1.00	1.00	1.00
Total Administration Full Time Equivalents	12.00	12.00	12.00	12.00

Significant Changes:

Total full-time equivalents will remain the same. The City Manager retired under the early retirement incentive effective February 29, 2008.

COMMUNITY & CIVIC SERVICES

	06/07	07/08	08/09	09/10
Community & Civic Services				
Community Support				
Social Worker	0.10	0.10	0.10	0.10
Subtotal	0.10	0.10	0.10	0.10
Transportation				
Community Service Officer			0.10	0.10
CSO Manager	0.10	0.10		
Subtotal	0.10	0.10	0.10	0.10
Total Comm. & Civic Full Time Equivalents	0.20	0.20	0.20	0.20

Significant Changes:

There are no changes in total full-time equivalents for this department.

COMMUNITY PRESERVATION & DEVELOPMENT

	06/07	07/08	08/09	09/10
Community Preservation & Development				
Community Development Administration				
Director of Community Development	0.40	0.40	0.40	0.40
Asst. Director of CPD	0.60	0.60	0.60	0.60
Administrative Assistant	0.20	0.20	0.20	0.20
Subtotal	1.20	1.20	1.20	1.20
Planning				
Director of Community Development	0.25	0.25	0.25	0.25
Planner	0.40	0.40	0.40	0.40
Administrative Assistant	0.30	0.30	0.30	0.30
Subtotal	0.95	0.95	0.95	0.95
Development Review				
Director of Community Development	0.20	0.20	0.20	0.20
Planner	0.60	0.60	0.60	0.60
Administrative Assistant	0.60	0.60	0.60	0.60
Subtotal	1.40	1.40	1.40	1.40
Zoning Administration				
Zoning Enforcement Officer	1.00	1.00	1.00	1.00
Zoning Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant	0.50	0.50	0.50	0.50
Subtotal	2.50	2.50	2.50	2.50
Building Code Enforcement				
Building Coordinator	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00
Plans Examiner/Plumbing Inspector	1.00	1.00	0.50	0.50
Engineering Technician	1.00	1.00	1.00	1.00
Administrative Assistant	0.80	0.80	0.80	0.80
Plans Examiner/Electrical Inspector	1.00	1.00	1.00	1.00
Subtotal	5.80	5.80	5.30	5.30
Environmental Health - Neighborhood				
Asst. Director of CPD	0.20	0.20	0.20	0.20
Administrative Assistant	0.20	0.20	0.20	0.20
Health Officer	1.00	1.00	1.00	1.00
Subtotal	1.40	1.40	1.40	1.40
Environmental Health - Business				
Asst. Director of CPD	0.20	0.20	0.20	0.20
Administrative Assistant	0.30	0.30	0.30	0.30
Health Officer	1.00	1.00	1.00	1.00
Subtotal	1.50	1.50	1.50	1.50
Business District Support				
Director of Community Development	0.15	0.15	0.15	0.15
Administrative Assistant	0.10	0.10	0.10	0.10
Subtotal	0.25	0.25	0.25	0.25
Total C P & D Full Time Equivalents	15.00	15.00	14.50	14.50

Significant Changes:

In FY 2007/08, the Community Development Director and Assistant Director accepted an early retirement incentive. The Senior Planner was promoted to Assistant Director. As part of the early retirement incentive program, the full-time Plans Examiner/Plumbing Inspector position was made part-time.

FINANCE

	06/07	07/08	08/09	09/10
Finance				
Finance Administration				
Director of Finance	1.00	1.00	1.00	1.00
Assistant Finance Director	0.70	0.70	0.70	0.70
Administrative Assistant	0.80	0.80	0.80	0.80
Subtotal	2.50	2.50	2.50	2.50
Accounting				
Assistant Finance Director	0.30	0.30	0.30	0.30
Administrative Assistant	0.20	0.20	0.20	0.20
Accountant	1.00	1.00	1.00	1.00
Fiscal Tech III	1.00	1.00		
Fiscal Tech II	2.00	2.00	2.50	2.50
Fiscal Tech I	0.75	0.75	0.75	0.75
Payroll Technician			1.00	1.00
Purchasing Assistant	0.50	0.50		
General Help	0.30	0.30	0.30	0.30
Subtotal	6.05	6.05	6.05	6.05
Collections				
Customer Service Representatives	2.00	2.00	2.00	2.00
Subtotal	2.00	2.00	2.00	2.00
Purchasing				
Purchasing Agent	1.00	1.00	1.00	1.00
Fiscal Tech II		0.50	0.50	0.50
Purchasing Assistant	0.50			
Subtotal	1.50	1.50	1.50	1.50
Total Finance Full Time Equivalents	12.05	12.05	12.05	12.05

Significant Changes:

No staffing changes are anticipated for this department.

FIRE

	06/07	07/08	08/09	09/10
Fire				
Fire Administration and Support				
Fire Chief	0.80	0.80	0.80	0.80
Deputy Chiefs - Fire	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Subtotal	2.80	2.80	2.80	2.80
Fire Prevention				
Marshal				
Marshal/Lt.	1.00	1.00	1.00	1.00
Inspector	1.00	1.00	1.00	1.00
Subtotal	2.00	2.00	2.00	2.00
Emergency Response				
Battalion Chiefs	3.00	3.00	3.00	3.00
Captain	1.00	1.00	1.00	1.00
Lieutenant & Lieutenants/Paramedics	6.00	6.00	6.00	6.00
Fire Fighters & Fire Fighters/Paramedics	38.00	38.00	38.00	38.00
Subtotal	48.00	48.00	48.00	48.00
Emergency Preparedness				
Fire Chief	0.20	0.20	0.20	0.20
Subtotal	0.20	0.20	0.20	0.20
Total Fire Full Time Equivalents	53.00	53.00	53.00	53.00

Significant Changes:

No staffing changes are anticipated for this department.

POLICE

	06/07	07/08	08/09	09/10
Police				
Police Administration and Support				
Police Chief	1.00	1.00	1.00	1.00
Commander	1.00	1.00		
Lieutenants			1.00	1.00
Community Service Officers	2.10	2.10	1.90	1.90
Records Supervisor	1.00	1.00	1.00	1.00
Administrative Assistants	1.80	1.80	1.80	1.80
General Service Personnel	2.00	2.00	2.00	2.00
Subtotal	8.90	8.90	8.70	8.70
Investigation				
Deputy Chief - Police	0.40	0.40	0.40	0.40
Commander	1.00	1.00	1.00	1.00
Social Worker	0.50	0.50	0.50	0.50
Patrol Officers	10.00	10.00	10.00	10.00
Administrative Assistant	0.20	0.20	0.20	0.20
Subtotal	12.10	12.10	12.10	12.10
Patrol				
Deputy Chief - Police	0.60	0.60	0.60	0.60
Commanders	2.00	2.00	3.00	3.00
Lieutenants	4.00	4.00	3.00	3.00
Sergeants	4.00	4.00	4.00	4.00
Patrol Officers	29.00	29.00	29.00	29.00
Patrol Officers - Tactical Unit	2.00	2.00	2.00	2.00
Traffic Officers	4.00	4.00	4.00	4.00
Community Service Officers	3.30	3.30	2.50	2.50
Crossing Guards	6.04	6.04	7.48	7.48
Subtotal	54.94	54.94	55.58	55.58
Crime Prevention				
Patrol Officers	1.00	1.00	1.00	1.00
Subtotal	1.00	1.00	1.00	1.00
Communications				
Community Service Officers	4.50	4.50	4.50	4.50
General Service Personnel	1.50	1.50	1.50	1.50
Subtotal	6.00	6.00	6.00	6.00
Total Police Full Time Equivalents	82.94	82.94	83.38	83.38

Significant Changes:

In 2007/08, one Patrol Officer was deployed to Afghanistan for a period of at least 1 year. In addition, one Sergeant, one full-time Community Service Manager and one Patrol Officer retired from service. Two new Patrol Officers were hired to replenish staffing levels. The Community Service Manager position was eliminated. Five part-time Crossing Guard positions were added; School District 64 is paying for 50% of the cost of these new Crossing Guards.

PUBLIC WORKS

	06/07	07/08	08/09	09/10
Public Works				
Public Works Administration				
Director of Public Works	1.00	1.00	1.00	1.00
Assistant to the Public Works Director	1.00	1.00	1.00	1.00
Urban Forester/Plans Examiner	1.00	1.00	1.00	1.00
Administrative Specialists	1.60	1.60	1.60	1.60
Administrative Assistant	1.00	1.00	1.00	1.00
Subtotal	5.60	5.60	5.60	5.60
Engineering				
City Engineer	1.00	1.00	1.00	1.00
Engineering Technician	1.50	1.50	1.50	1.50
Administrative Specialist	0.20	0.20	0.20	0.20
Subtotal	2.70	2.70	2.70	2.70
Traffic Control				
Supervisor	0.10	0.10	0.10	0.10
Maintenance Workers	0.84	0.84	0.84	0.84
Subtotal	0.94	0.94	0.94	0.94
Snow, Ice & Storm Control				
Supervisor	0.20	0.20	0.20	0.20
Maintenance Workers	2.80	2.80	2.80	2.80
Subtotal	3.00	3.00	3.00	3.00
Street Maintenance				
Supervisor	0.60	0.60	0.60	0.60
Asst. Public Works Director	0.33	0.33		
PW Superintendent			0.33	0.33
Maintenance Workers	7.00	7.00	7.00	7.00
Subtotal	7.93	7.93	7.93	7.93
Sidewalk Maintenance				
Maintenance Workers	0.84	0.84	0.84	0.84
Subtotal	0.84	0.84	0.84	0.84
Alley Maintenance				
Supervisor	0.10	0.10	0.10	0.10
Maintenance Workers	0.28	0.28	0.28	0.28
Subtotal	0.38	0.38	0.38	0.38

PUBLIC WORKS

	06/07	07/08	08/09	09/10
Public Works (Continued)				
Parking				
Community Service Officer	1.00	1.00	1.00	1.00
Part Time Parking Enforcement Personnel	1.34	1.34	1.34	1.34
Maintenance Workers	1.12	1.12	1.12	1.12
Subtotal	3.46	3.46	3.46	3.46
Sewer Line & Drainage Maintenance				
Supervisor	0.30	0.30	0.30	0.30
Maintenance Workers	3.36	3.36	3.36	3.36
Subtotal	3.66	3.66	3.66	3.66
Solid Waste Disposal				
Maintenance Workers	0.84	0.84	0.84	0.84
Subtotal	0.84	0.84	0.84	0.84
Water Administration				
Supervisor	0.70	0.70	0.70	0.70
Asst. Public Works Director	0.34	0.34		
City Engineer	0.50		-	-
PW Superintendent			0.34	0.34
Fiscal Tech II	1.50	1.50	1.50	1.50
Engineering Technician		0.50	0.50	0.50
Maintenance Worker	1.00	1.00	1.00	1.00
Subtotal	4.04	4.04	4.04	4.04
Water Supply & Treatment				
Public Works Superintendent	1.00	1.00	1.00	1.00
Pump Station Operator	2.00	2.00	2.00	2.00
Subtotal	3.00	3.00	3.00	3.00
Water - Fire Hydrant Services				
Maintenance Workers	0.84	0.84	0.84	0.84
Subtotal	0.84	0.84	0.84	0.84
Water Main Services				
Maintenance Workers	4.76	4.76	4.76	4.76
Subtotal	4.76	4.76	4.76	4.76
Water Meter Services				
Maintenance Workers	1.40	1.40	1.40	1.40
Subtotal	1.40	1.40	1.40	1.40
City Buildings Maintenance				
Building Maintenance Personnel	2.00	2.00	2.00	2.00
Maintenance Workers	0.28	0.28	0.28	0.28
Subtotal	2.28	2.28	2.28	2.28

PUBLIC WORKS

	06/07	07/08	08/09	09/10
Public Works (Continued)				
Forestry				
Administrative Specialist	0.20	0.20	0.20	0.20
City Forester	1.00	1.00	1.00	1.00
Subtotal	1.20	1.20	1.20	1.20
Grounds Maintenance				
Grounds Supervisor	1.00	1.00	1.00	1.00
Maintenance Workers	3.36	3.36	3.36	3.36
Subtotal	4.36	4.36	4.36	4.36
Vehicle Maintenance				
Asst. Public Works Director	0.33	0.33		
PW Superintendent			0.33	0.33
Supervisor	1.00	1.00	1.00	1.00
Vehicle Maintenance/Assistant Supervisor	1.00	1.00	1.00	1.00
Mechanics	3.00	3.00	3.00	3.00
Maintenance Workers	0.28	0.28	0.28	0.28
Subtotal	5.61	5.61	5.61	5.61
Total Public Works Full Time Equivalents	56.84	56.84	56.84	56.84

Significant Changes:

In fiscal year 2007/08, the Public Works Director retired and the Assistant Public Works Director was promoted to the Director's position. A Public Works Supervisor was promoted to Public Works Superintendent. There are five Public Works Supervisors.

LIBRARY

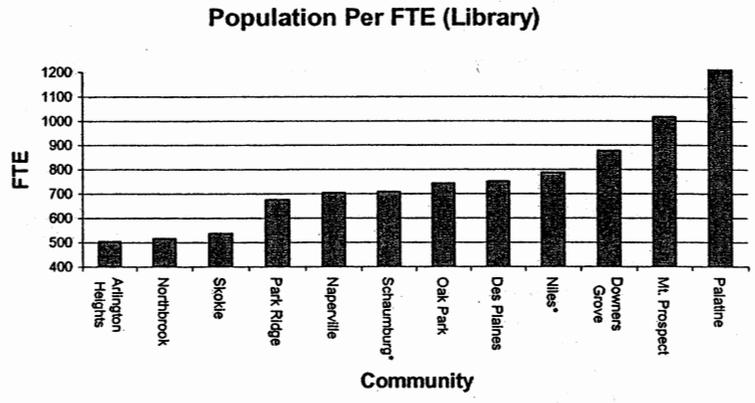
	06/07	07/08	08/09	09/10
Library				
Library Administration				
Library Director	1.00	1.00	1.00	1.00
Access Serv. Bus Mgr	2.00	2.00	2.00	2.00
Library Assistants	3.125	3.125	3.125	3.125
Subtotal	6.125	6.125	6.125	6.125
Library Maintenance				
Department Head	1.00	1.00	1.00	1.00
Custodians	1.87	1.87	1.87	1.87
Subtotal	2.87	2.87	2.87	2.87
Technical Services				
Department Head	1.00	1.00	1.00	1.00
Librarians	2.00	2.00	2.00	2.00
Library Assistants	4.75	4.75	4.75	4.75
Pages	0.56	0.50	0.50	0.50
Subtotal	8.31	8.25	8.25	8.25
Adult Services/Reference				
Department Head	1.00	1.00	1.00	1.00
Librarians	4.041	4.300	4.30	4.30
Library Assistants	2.75	3.30	3.30	3.30
Pages	4.684	4.180	4.18	4.18
Subtotal	12.475	12.78	12.78	12.78
Children's Services				
Department Head	1.00	1.00	1.00	1.00
Librarians	3.00	4.00	4.00	4.00
Library Assistants	4.30	3.30	3.30	3.30
Pages	3.09	2.90	2.90	2.90
Subtotal	11.39	11.20	11.20	11.20
Circulation				
Department Head	1.00	1.00	1.00	1.00
Library Assistants	6.75	6.695	6.695	6.695
Subtotal	7.75	7.695	7.695	7.695
Adult Services/Reader Services				
Department Head	1.00	1.00	1.00	1.00
Librarians	2.00	2.00	2.00	2.00
Library Assistants	4.475	4.475	4.475	4.475
Subtotal	7.475	7.475	7.475	7.475
Total Library Full Time Equivalents	56.395	56.395	56.395	56.395

Significant Changes:

No staffing changes are anticipated for this department.

LIBRARY FULL TIME EQUIVALENTS

	<u>FTE</u>	<u>Population</u>	<u>Pop/FTE</u>
Arlington Heights	151	76,031	504
Northbrook	65	33,435	514
Skokie	118	63,348	537
Park Ridge	56	37,775	675
Naperville	189.75	133,497	704
Schaumburg*	185	131,043	708
Oak Park	70.79	52,524	742
Des Plaines	76	56,945	749
Niles*	74	58,218	787
Downers Grove	55.64	48,794	877
Mt. Prospect	55.4	56,265	1016
Palatine	73.96	89,950	1216



* District Library; boundaries are not identical to city boundaries; may include portions of other communities.

FIRE PENSION FUND

NOTES <u>Contractual Services:</u> Includes \$2,200 for accounting services and \$6,000 for Dept. of Insurance fee. In FY 06, we spent \$2,300 on accounting services and \$5,783.62 to the Dept. of Insurance. <u>Pension Payments:</u> Projected payments to current beneficiaries. <u>Pension Refunds:</u> Estimated refund to fire fighters who leave the City before they are eligible for a pension.		06/07	07/08	07/08	08/09	Percent Change	09/10
		Actual	Budget	Estimated Actual	Budget	From Budget	Estimate
	6076070948500 Contractual Services	24,278	22,000	18,700	20,000	-9%	20,600
	6076070942500 Legal Services	7,652	6,000	20,400	12,000	100%	12,400
	6076070942700 Medical Services		3,200	2,900	1,000	-69%	1,000
	6076070948512 Brokerage Fee	66,127	75,000	69,600	75,000	0%	77,300
	6076070949100 Pension Payments	1,759,708	2,379,000	1,908,700	2,565,000	8%	2,651,400
	6076070949200 Pension Refunds	8,182	10,000		10,000	0%	10,000
	6076070952000 Materials	1,913	100	6,400	500	400%	500
	Reserve for Future						
	Total Budget	1,867,860	2,495,300	2,026,700	2,683,500	8%	2,773,200

Description:

A local pension board in accordance with Illinois statutory regulations administers the fire pension. The pension board reviews and approves pension applications and invests all pension funds.

The firefighter's pension plan is funded by three sources of income: investment income, members' contributions, and a contribution by the city as determined by an actuarial study. Investment income is the primary funding source.

The City's contribution rate to the pension fund is determined annually through an actuarial study. As of April 30, 2007, the actuarial value assets held in trust for pension benefits were \$30,436,296. As of April 30, 2007, the actuarial accrued liability (AAL) was \$39,963,653, the Unfunded AAL (UAAL) was \$9,527,357 and funded ratio was 78.3%. The UAAL as a percentage of covered payroll is 251.4%.

There are 52 active members. The addition of new members will increase the normal cost. Due to the change in the employee population and increased fire pension benefits as mandated by the state legislature, the City began budgeting contributions of 1.4% of salaries to the fire pension fund in fiscal year 2003/04. Employer pension contributions have increased significantly. Today, the employer is required to contribute approximately 30% of salaries to employee pensions.

Projected 2008/09 Pensioners:

33 Retired firefighters
7 Disabled firefighters
3 Spouse or dependent children
<u>43 Total Pensioners</u>

Reconciliation of City Contribution

Total Pension 2008/09 Budget	2,683,500
Less: Employee Contributions	(396,700)
Less: Interest & Invest. Income	<u>(1,151,700)</u>
City Contribution	<u>1,135,100</u>

Actual 2007/08 Pensioners:

32 Retired firefighters
7 Disabled firefighters
3 Spouse or dependent children
<u>42 Total Pensioners</u>

Allocation by Program:

Fire Administration	61,300
Fire Prevention	45,300
Emergency Response	1,021,100
Emergency Preparedness	7,400
	<u>1,135,100</u>

ILLINOIS MUNICIPAL RETIREMENT FUND

	06/07 Actual	07/08 Budget	07/08 Estimated Actual	08/09 Budget	Percent Change From Budget	09/10 Estimate
City Contribution	1,748,579	1,798,600	1,798,600	1,849,200	3%	1,934,500
Total Budget	1,748,579	1,798,600	1,798,600	1,849,200	3%	1,934,500

The Illinois Municipal Retirement Fund (IMRF) is administered by a central office for all municipalities, park districts and non-teaching personnel in the state. The Executive Director of the IMRF notifies the City each year of the percent of pay required as a City contribution and as payroll deductions. All employees working more than 1,000 hours per year who are not police officers or fire fighters are required to be members of the Illinois Municipal Retirement Fund. This fund provides Social Security coverage as well as supplemental retirement, death and disability benefits. Employees working less than 1,000 hours per year are covered only by Social Security.

Pension benefits vest after eight years of service. Participating members who retire at or after age 60 with 8 years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate (average of the highest 48 consecutive months' earnings during the last 10 years) of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. IMRF also provides death and disability benefits.

The City's contribution rate for 2008 decreased slightly to 9.49% from 9.96% in 2007. Employees are required to contribute 4.5% of their salaries to the IMRF. The taxes are levied one year in advance in order to have sufficient revenues at the time the payments are made. As of December 31, 2006, the actuarial value of assets was \$24,486,545; the actuarial accrued liability was \$26,299,003; this made the unfunded actuarial accrued liability \$1,812,458 and the funded ratio 93.11%.

The above amounts exclude IMRF and Social Security benefits for Vehicle Maintenance employees. IMRF and Social Security benefits for Vehicle Maintenance employees are included in the allocation of total Vehicle Maintenance expenses by department.

	06/07 Actual	07/08 Budget	07/08 Est. Actual	08/09 Budget	09/10 Estimate
Expenses by Fund	1,678,284	1,798,600	1,798,600	1,849,200	1,934,500
Vehicle Maint. Employees	70,295	76,800	76,800	78,000	81,100
Total IMRF & Soc. Security	1,748,579	1,875,400	1,875,400	1,927,200	2,015,600

POLICE PENSION FUND

NOTES		06/07	07/08	07/08	08/09	Percent	09/10
		Actual	Budget	Estimated Actual	Budget	Change From Budget	Estimate
Contractual Services: Includes attorneys fees, physicians fees, seminar fees, & check preparation expenses.	6066060948500 Contractual Services	27,683	19,000	30,000	34,000	79%	38,400
	6066060948512 Brokerage Fee	83,930	115,000	10,000	115,000	0%	115,000
	6066060949100 Pension Payments	1,933,056	1,950,000	2,000,000	2,100,000	8%	2,100,000
	6066060949200 Pension Refunds		8,000	5,000	5,000	-38%	5,000
	Total Budget	2,044,669	2,092,000	2,045,000	2,254,000	8%	2,258,400
Pension Payments: Projected payments to current beneficiaries.							

Description:

The Police Pension is administered by a local pension board in accordance with Illinois statutory regulations. This board has five members and is comprised of two members appointed by the Mayor, two members elected by the active members of the police force, and one member elected by the beneficiaries. The pension board reviews and approves pension applications and invests all pension funds.

The Police Pension Plan is funded by four sources of income: investment income, member's contributions, the City's contribution of personal property replacement tax, and the City's contribution funded by a property tax levy.

The City's contribution rate to the pension fund is determined annually through an actuarial study. As of April 30, 2007, the actuarial value of assets held in trust for pension benefits was \$30,735,228. The actuarial accrued liability (AAL) was \$45,471,026 and the Unfunded AAL (UAAL) was \$14,735,798. The UAAL as a percentage of covered payroll is 341.8%. As of April 30, 2007, the police pension fund was funded at 67.6%.

There are 60 active members. Like the fire pension fund, employer contributions to the police pension fund have increased significantly. Today, the employer is required to contribute approximately 30% of salaries to employee pensions.

Projected 2008/09 Pensioners:

38 Retired police officers
2 Disabled police officers
12 Spouse or dependent children
<u>52 Total Pensioners</u>

Reconciliation of City Contribution

Total Pension 2008/09 Budget	2,254,000
Less: Employee Contributions	(199,900)
Less: Interest & Invest. Income	(635,600)
City Contribution	<u>1,418,500</u>

Allocation by Program:

Police Administration	65,300
Investigation	246,700
Patrol	1,084,700
Crime Prevention	21,800
City Contribution	<u>1,418,500</u>

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VEHICLE MAINTENANCE

NOTES					Percent Change	
	06/07	07/08	07/08	08/09	From	09/10
Vehicle Maintenance is managed by the Public Works department, but vehicle maintenance expenses are allocated to the various program budgets. See below for a breakdown of the allocation. Overtime: Includes Public Works involvement with police accident investigations.	Actual	Budget	Estimated	Budget	Budget	Estimate
	Personal Services					
1006020910000 Regular Salaries	395,618	407,400	491,300	400,100	-2%	416,200
1006020915000 Extra Help	1,071	2,800		2,800	0%	2,800
1006020915200 Overtime	29,437	28,000	62,100	29,400	5%	30,900
1006020921000 Insurance	50,882	63,600	42,800	62,700	-1%	64,900
1006020926000 Uniforms	3,099	1,600	3,300	2,200	38%	2,200
2066050949100 FICA & IMRF Pmts.	70,295	76,800	76,800	78,000	2%	81,100
Personal Services Total	550,402	580,200	676,300	575,200	-1%	598,100
Contractual Services						
1006020942100 Building Maintenance	1,962	2,000	600	2,500	25%	2,600
1006020940801 Insurance Claims	38,669	45,000	40,000	40,000	-11%	40,000
1006020943700 Training	250	1,600	200	1,600	0%	1,800
1006020948500 Gen. Contract. Svcs.	44,824	50,000	47,800	50,000	0%	50,000
Contractual Services Total	85,705	98,600	88,600	94,100	-5%	94,400
Commodities						
1006020952000 Materials	162,715	160,000	132,300	155,000	-3%	160,000
1006020959100 Petroleum Products	231,822	251,000	259,400	245,000	-2%	255,000
1006020959200 Tires	18,343	19,000	18,700	19,000	0%	19,000
Commodities Total	412,880	430,000	410,400	419,000	-3%	434,000
Operating Budget Total	1,048,987	1,108,800	1,175,300	1,088,300	-2%	1,126,500
Capital						
1006020990400 Motor Equipment	2,000	2,600	2,600	2,300	-12%	3,500
1006020990800 Computer Equipment	1,100	1,400	1,400	1,000	-29%	1,800
Capital Budget Total	3,100	4,000	4,000	3,300	-18%	5,300
Vehicle Maintenance Total	1,052,087	1,112,800	1,179,300	1,091,600	-2%	1,131,800

Ongoing Programs:

- Provide general service for all City trucks, cars and specialized, motorized equipment, contract with selected outside organizations for bodywork, automatic transmissions and tire repair. Priority given to emergency vehicles.
- Service passenger vehicles every 3,000 miles or 90 days, trucks every 4 months or 3,000 miles or 100 hours and fire trucks every 3,000 miles or 100 hours, whichever is first.
- Prepare seasonal equipment for use and prepare trucks for state vehicle test lane.

Selected Output Performance Measures:

	06/07	07/08	08/09 est.
Preventative Maintenance - Completed	695	575	700
Completed Work Orders	730	834	800

The 2008/09 Vehicle Maintenance budget is allocated to the following programs:

Administration	8,300	Public Works Admin.	7,300	Water-Supply	6,000
Information Tech.	1,400	Engineering	13,200	Water-Water Mains	114,900
Finance	1,400	Traffic Control	9,100	Water-Water Meters	7,900
Police Admin.	15,100	Snow, Ice, Control	84,900	C P & D Admin.	1,400
Investigations	47,500	Street Maintenance	185,900	Zoning Admin.	10,800
Police Patrol	189,000	Alley Maintenance	9,100	Building Code Enf.	12,200
Fire Admin.	12,400	Parking	36,100	Forestry	8,400
Fire Prevention	13,300	Sewer Maintenance	79,600	Grounds Maint.	29,600
Emerg. Response	163,800	Solid Waste Disposal	14,700	Env. Health-Neighbor	2,400
				Library	5,900
				Total	1,091,600

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