

City of Park Ridge
Adopted Budget
Fiscal Year Ending
April 30, 2019

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CITY OF PARK RIDGE

MEMORANDUM

DATE: March 5, 2018
TO: Mayor, Alderman, City Clerk & Members of the Public
FROM: Joe Gilmore, City Manager
SUBJECT: **FY19 City Manager Budget Presentation**

The annual budget cycle begins in the summer with strategic planning followed by capital project considerations. This provides the groundwork for compiling the operating budget and preparing to present the proposal to the Elected Officials and the residents. The levy compilation at calendar year-end provides an insightful opportunity for staff and the City Council to review the City's financial position and make some high-level plans and expectations for the coming year.

The Municipal Code identifies certain responsibilities that the City Manager has regarding the budget, which have been met. The FY19 Proposed Budget was distributed to the City Council and posted on the City's website on March 2, 2018. Budget Workshop sessions have been scheduled, as required, and will be held in City Hall Council Chambers on the dates and times noted below. A public hearing has been scheduled for April 16, 2018 immediately preceding the final action to adopt the FY19 Budget. Lastly, Council Policy Statement 40 establishes Target Fund Balances which are identified and addressed in the Budget Scorecard document.

FY19 Budget

In the winter of 2016, City leadership and the Elected Officials participated in a Strategic Planning process facilitated by members of Northern Illinois University's Center for Governmental Studies. This comprehensive process involved an in-depth study of the City's operations and produced a path forward with thirty-five specific goals to be addressed over the coming years. The goals of the organization were broadly categorized as relating to four key areas: financial stability, infrastructure, technology, and personnel.

These goals, ranked by the Elected Officials in priority order, provided a roadmap and clear direction for City Staff to prioritize our focus and energy. The current year's (FY18) budget was built upon these strategic initiatives and I am pleased to report that we have made significant progress on the top "Tier

Our 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.

1” goals this year. See Appendix A for the status of operational initiatives undertaken in FY18 to support our strategic plan.

As we embarked upon another budget season in the summer of 2017, the first step was for staff and the City Council to perform a strategic planning session. Having completed a formal process less than a year earlier, it was understood and agreed that a review and refresh approach was appropriate. This occurred in a public committee meeting in July 2017. Staff relied heavily on the priorities identified in the strategic plan to build the FY19 Budget. Many initiatives included in the FY19 Budget are a continuation and a “deeper dive” into goals pursued in FY18, while others equate to strategic goals that move beyond our initial Tier 1 list.

Key highlights within the FY19 Proposed Budget:

Financial Stability

- Uptown TIF Fund covering 90% of related debt obligation (significantly reducing Levy dependence)
- Incorporate second consecutive Levy funding reduction without cutting key services or operational quality standards
- Cautiously spend down excess fund balance, ensuring the ability to react to potential cuts in state funding and address infrastructure, facility and staffing needs while minimizing need to acquire new debt
- Enhance Economic Development efforts to include branding initiative and gateway signage

Infrastructure

- Increase water main replacement in accordance with infrastructure plan
- Maintain increased sewer lining
- Pursue Uptown TIF Streetscape phase 2 w/ITEP grant support
- Address City building deferred maintenance – public works service center, police space and life safety -- \$1.5M

Technology

- Community Preservation & Development enterprise-wide software (EnerGov) implementation
- Implement Advanced Metering Infrastructure (automated water meters) with three year rollout
- Upgrade the audio visual capabilities of the City Hall Council Chambers
- Initiate City Website redesign and upgrade project
- Body worn camera pilot and initial rollout

Personnel

- Expand City-wide fleet management initiative
- Incorporate components of the FY18 compensation study including expanded wellness program, training and tuition reimbursement
- Undertake retention and recruitment initiatives that reduce turnover of high-performing employees

Financial Review

		FY16 Audited	FY17 Audited	FY18 Forecast	FY19 Proposed Budget
General					
	Revenues	36.1 **	31.6	33.1	32.4
	Expenditures	29.9	29.4	32.9	35.9
	Surplus (Deficit)	6.2	2.2	0.2	(3.5)
	Fund Balance (unassigned)	16.3	18.5	18.7	15.2
	Target Fund Balance	7.2	7.2	7.5	7.9
All Funds					
	Fund Balance	38.8	46.5	50.0	42.8
		Dec 2014	Dec 2015	Dec 2016	Dec 2017
Tax Levy		21.7	21.9	20.1	18.3
	Change from Prior	+22.2%	+1.1%	-8.1%	-9.0%

***includes non-recurring sale of capital assets*

The FY19 Proposed Budget includes a General Fund deficit of \$3,547,928. This is the result of a conscious decision to responsibly reduce our fund balances on initiatives that support the strategic goals of the organization.

December 2017 saw a 9% reduction in the tax levy – representing back-to-back decreases after a period of ten + years without a reduction.

The combined impacts of tax levy reductions and financially responsible spending on infrastructure, technology and personnel make a material move toward aligning our target and actual fund balances. While several funds have balances in excess of policy requirements, it is understood that a measured draw down is prudent given additional deferred infrastructure projects and an uncertain State of Illinois funding climate. The next few years will see the General Fund and Enterprise Funds surplus methodically reduced, while still meeting or exceeding the Target Fund Balance.

Budget Workshop Sessions

Three budget workshop sessions have been scheduled at City Hall on March 7, March 14, and April 11. The public is welcome and encouraged to attend these sessions along with, as always, any Committee or City Council meeting.

The workshops are scheduled for three hours each, beginning at 6:00 PM with a hard stop at 9:00 PM. Elected Officials have the opportunity to submit any additional items or changes to the FY19 Proposed Budget in advance (preferably) or at the beginning of each workshop session. Additional research and/or additions or changes to the FY19 Proposed Budget will be pursued by staff with consensus from Council.

Conclusion

The FY19 budget preparation process was the most comprehensive in recent years. The introduction of a formal forecast model, constructed and reviewed with Department Heads on a quarterly basis, was a great tool. City Council provided their vision and priorities for the organization in the 2016 Strategic Planning process and it was Staff's intent to build the FY19 Proposed Budget in a manner that supports that vision.

Staff is looking forward to the budget workshop sessions and an opportunity to review and justify the proposed budget by department and fund. I am confident that when we reach the hearing on April 16 we will have jointly constructed a document that strategically positions the City for success, now and into the future.

Special thanks to the Department Heads for their diligence in preparing the budget and to all Finance Staff, especially: Andrea Lamberg, Finance Director; Jose Ponce, Financial Analyst; and Vanessa Wells, Senior Administrative Assistant.

Strategic Planning -- Goals & Objectives		FY18 Budget Initiatives					
Goal ID	Goal Description	Lead Department	Initiative	Status			Goal Cross-Reference
				Q1	Q2	Q3	
Short-term Complex							
STC1	Establish and fund a stormwater utility and funding of stormwater projects a. Identification of flood projects resulting from master planning underway b. Explore/discuss/determine funding options (SSA's, utility model, financing, etc.) for stormwater projects						
		Finance	FTE reclass to Utility Billing	Completed	Completed	Completed	STR2, STR3, STR4, LTC1, LTR1
		Finance	Upgrade to Tyler Utility CIS platform	In process	Completed	Completed	STC2, STR3, LTC1, LTC3
		Finance				Research conducted to determine how ERU will be updated and maintained for SWU fee. ERU maintenance requires Building Department review during builds and rehabs. Utility Billing staff will maintain ERU files in the CIS billing system, based on updated info provided by CP&D.	LTC1
		PW	Increase annual sewer lining	In process - developing project list	Project list developed; working on specs	Bid awarded and extra work negotiated to budget amount	STR1, LTC1, LTC2
		PW	Complete stormwater master plan	Determined that projects designed to alleviate basement back-up would not be included in the study	Developed conceptual level projects to alleviate overland flooding; consensus was reached to design for 100-year protection when possible	Master Plan to be presented at the February PW COW	STR2, LTC2
STC2	Improve technological infrastructure at City Hall/ enhance technology in all departments. Undertake an IT comprehensive strategic plan. a. Explore building function, permitting technology b. Implement and expand use of online technology for transactions, meter reads, payables, receivables, etc. c. Move toward a digital office -- replace planning and development software that integrates with finance d. Implement applicant tracking software in HR						
		Admin	City-wide fleet management initiative	Researching options	Vendor selected. Rollout planned for Q3	Fleet management equipment on 25% of City owned fleet	STR4, LTC3
		Admin	HR recruiting and automation software	Future TBD	Future TBD	Future TBD	STC4, LTC3, LTR1
		CP&D	Enterprise software upgrade to Tyler EnerGov	Project in process - kick-off meeting held in May	Three-day installation in Aug; GIS coordination and database modifications, Aug-Sep; "homework" received and site visit scheduled for Dec	Dec consultant visit completed; homework completed. Rcvd schedule for remainder of implementation--target date set for Oct 2018	STR3, LTR1
		CP&D	Tablets for field inspectors	Future tbd - secondary to EnerGov conversion	Quotes received, funds encumbered from FY18 budget, awaiting EnerGov rollout	Same as Q2	STR3, LTR1
		Finance	Upgrade to Tyler Utility CSS platform	Testing/Pilot complete with rollout in August 2017	Rollout plans picked back up in October upon return of Finance Director	Completed "soft opening" Q2. Q3 and into Q4 advertising to encourage participation.	STR3, STR4, LTC3
		Fire	Additional life support equipment (defibrillator)	Future tbd - secondary to rescue SUV purchase	Completed	Completed	STR3
		Fire	City AED (defibrillator) software implementation			Completed	STR3
		Fire	Roll out the use of new CAD system in order to improve service delivery			Completed	STR3, LTC3
		Police	Social media enhancements	Completed	Completed	Completed	STR3, STR4
		Police	Automate eTickets	Future TBD	Quote obtained	Researching County portal. Plan to bring recommendation to Feb COW.	STR4

Strategic Planning -- Goals & Objectives		FY18 Budget Initiatives					
Goal ID	Goal Description	Lead Department	Initiative	Status			Goal Cross-Reference
				Q1	Q2	Q3	
		Police	Improve staff/communications			Completed. Registered and trained volunteer corps on the use of Nixle for callouts	STR3, LTC3, LTR1
		PW	Data collection for PW			GIS field inventory for sewer lining, signs, street resurfacing, sidewalks, thermoplastic survey	STC1, STR1, STR4, LTC2, LTC3, LTR1
		PW	Data collection for Forestry			Microsoft Surface field surveys that download to base computer in admin.	STC4, STR1, STR4, LTC3, LTR1
STC3	Examine/rethink focus of the Community Preservation & Development Dept. 1. Examine expanding / clarifying role of economic development 2. Consider staff with primary focus						
		CP&D	Economic Development program initiative	Website enhancements in process, researching possible vendors	Met w/ broker, discussed format and protocols. Business Start-Up Guide re-written.	Researched format for web Econ Dev page; coordinating with American Eagle for implementation; format for sheets advertising available commercial properties finalized; Contacted consultant with request for quote on ED research and analysis. Initiated program to have staff meet with potential business in their due diligence phase.	STR3
		CP&D	Add two additional on-call inspectors	Completed	Completed	Completed	STR3, STR4, LTR1
		Various	WGN TV live broadcast/Park Ridge showcase	Completed	Completed	Completed	LTR2
STC4	Address Human Resources & Organizational Development Needs a. Develop bench strength b. Succession planning c. Conduct professionally administered compensation study/compression d. Develop path to improve morale e. Reduce employee turnover f. Address compensation and compression needs in public safety and other departments						
		Admin	HR increase one FTE	Future TBD		Deferred to FY19	STR4, LTR1, LTC3
		Admin	Salary survey initiative	RFP recommendation back to COW on 7/24	In progress. Employee questionnaires complete. On-site visit planned for early November. On track for Q3 completion	Completed. Compensation plan presented to Council on 1/22/2017. Select components to be rolled out with FY19 Budget	LTR1
		Admin	Employee Appreciation Summer Luncheon (new event)		Completed	Completed	STR3, LTR1
		Finance	Cross training - all main functions	Ongoing	Plan is in place to complete cross training for all main functions to facilitate an easier transition in the event of turnover (succession planning). This also improves morale by reducing employee stress when they are out of the office for planned (vacation) or unplanned (illness) reasons.	Q4 creating new Council Policy Statement to recognize finance practices and procedures as "official" financial procedures in the City. All positions have now documented all critical functions in the manual and have cross trained, or have a plan in place to cross train. All staff understands an expectation of their position is to keep manual updated to ensure any staff transition or unexpected absence will not result in a disruption of service.	STR3, STR4, LTR1
		Finance				New staff hired in Q3 brought on with guidance from Compensation Study to ensure competitive pay and improve retention. Roles, duties and workload assessed during all staff transitions to equalize workload.	STR3, STR4, LTR1

Strategic Planning -- Goals & Objectives		FY18 Budget Initiatives					
Goal ID	Goal Description	Lead Department	Initiative	Status			Goal Cross-Reference
				Q1	Q2	Q3	
		Fire	Increase three FTE to staff Rescue SUV	Search underway w/BFPC reviewing candidates	Completed. 3 new FF/PM started 10/02/2017	Completed. 3 new FF/PM started 10/02/2017	STR3, STR4, LTR1
		Fire	Rescue SUV fleet addition	In process -- reviewing specs	In progress. Approved at 10/09 COW. City Council approval expected 10/16	Delivery date ~ February 2018	STR3, STR4, LTR1
		Fire	Fire house investment (roof repairs)	Future TBD	In progress - by January working with J. McGuire. Specs expected 10/13	Cancelled 01/22/2018. More cost effective to wait for complete roof replacement	STR1, LTC2
		Fire	Develop "bench strength"	Ongoing	Ongoing	Ongoing	STR3, STR4, LTR1
		Police	Increase three FTE for records management and sworn coverage	Records positions filled, Officer search underway	One Officer in the Police Academy, remaining search underway	One officer in field training; two officers in the Police academy, backgrounds being performed on 3 additional candidates.	STR3, LTR1
		Police	DOJ grant - develop Community Advisory Board	In process -- grant 1/2 complete with CAB seated	Meetings Continue	Have paid final invoice and have requested reimbursement from DOJ. Waiting on final report from UIC.	STR3, STR4, LTR1
		Police	Increase hiring options			Completed. Developed and initiated lateral hire program.	STR3, STR4, LTR1
		PW	Training employees for supervisory positions due to upcoming retirements	Ongoing	Ongoing	Employees sent for Water, Forestry, Engineering test. Crew Leaders being trained for supervisory positions.	STR3, STR4, LTR1
		PW	Snow command training			Looking at all snow plans/resources and manpower issues; reformatting in certain instances	STR3, STR4, LTR1
Short-term Routine							
STR1	Create an overall infrastructure plan a. Roads, sidewalks, curbs, lighting b. For both short-term and long-term capital needs c. Expand our sewer lining program and lengthen service life of sewer facilities						
		Police	Upgrade city generator for enhanced radio support	Developing specs	Approved and purchased	Completed	LTC2, LTR4
		PW	Resurface City Hall parking lot	Planning stage underway - bid opening in August	Completed	Completed	STC4, STR3, LTC2, LTR1
		PW	Paint City Hall exterior	RFP complete, vendor selected	Completed	Completed	STC4, STR3, LTC2, LTR1
		PW	City Hall HVAC upgrades	In process - Q2 completion	Design in progress for new HVAC for Council Chambers	Plans expected soon and will go out to bid in the spring	STC4, LTC2
		PW	Increase annual water main replacement	In process - designing projects	Construction of Touhy and Florence underway; design of next projects complete for bid in November	Design completed and will go out to bid soon. Construction will overlap the fiscal year. Touhy Ave. still awaiting IDOT approval.	STC1, LTC1, LTC2
		PW	Overall Infrastructure Plan Development		In progress	Completed	STR2, LTC2
STR2	Continue to emphasize financial stability and fiscal management a. Within realm of community as a whole (beyond stormwater management needs) b. Continue to improve financial strength and improve bond credit rating c. Forecast funding needs of the City's internal service funds that have been depleted since 2008						
		Admin	Increase MERF and IT Replacement funding	Completed	Completed	Completed	LTR2
		Finance	Quarterly forecast reviews with Dept Heads/key staff	Ongoing	Q1 reviews completed and Q2 are in progress and will be completed in October. Will be ongoing.	Q3 completed in conjunction with FY19 proposed budget. Q3 forecast is included with City Manager's budget proposal.	LTR2
		Finance	Reduce insurance expense budget and claim exposure	Ongoing	Ongoing. Quarterly meetings held with CCMSI and department heads to discuss status and strategy.	Going out to bid for new insurance carrier due to HELP dissolving on 4/30/18.	LTR2

Strategic Planning -- Goals & Objectives		FY18 Budget Initiatives					
Goal ID	Goal Description	Lead Department	Initiative	Status			Goal Cross-Reference
				Q1	Q2	Q3	
		Finance	MERF analysis and funding needs	In process	Funding analysis completed Q2. FY19 capital plan will be presented at October COW and MERF analysis and funding needs will be incorporated into the FY19 operating budget.	Long term needs analysis for MERF completed. Long term funding needs analysis completed. Ongoing analysis incorporating this funding into budget will occur annually as part of the budget process.	LTR2
		Finance	IT Replacement fund analysis and funding needs	Future TBD	In process	Same as above. Only completed for 5 years due to IT needs and technology changing at a rapid pace.	LTR2
		Finance	Audit Service & Citation fee RFP	In process	Audit service completed FY17. Citation RFP completed Q2. New citation vendor implementation in process.	Citation RFP completed. Vendor transition in progress and expected to be completed in Q4.	STC2, LTR2
		Finance				Accounting method of property tax recognition changed to align December Levy with upcoming fiscal year revenue. This will significantly reduce property tax "timing" issues and improve City's ability to forecast revenue.	STR4, LTR2
		Finance				Research conducted on changing fiscal year to calendar year. This change would align budget process with levy process, better align fiscal year with capital projects (reduce carry over for projects that start in spring and cross fiscal years), aligns tax and payroll year with fiscal year, provides efficiencies to payroll and accounting staff.	STR4, LTR2
STR3	Improve external customer service to residents.						
		CP&D	Document and guideline review and revisions for clarity	In process	New info packet and application for zoning variations on line; three additional bldg permit application guidelines on line; five others under final review and new drafts of three more started	Continued revising guidelines for on-line use; new applications and procedures are part of EnerGov software discussions. Identified business licence and certificate of occupancy procedures for revision.	LTC4
		Finance	Finance cashier area redesign	Planning stage underway	Ongoing. Initial design complete which will be forwarded for life/safety review. May be wrapped into life/safety review due to ADA requirements required in redesign.	Project requires ADA compliance. Currently pending additional research, and possible incorporation into Life Safety plan.	LTR1
		Finance				In conjunction with UB CIS and UB CSS implementation, Utility Billing has revised layout and content of information on the back of utility bills, on the City Web Site and on the "How to Read your Water Meter" document to provide better clarity and information to residents.	STR4
		Fire	Identify and utilize off-duty FF for fire inspections; attempting to add OT for fire inspection work in upcoming budget	Ongoing	Ongoing	Ongoing	STC4, LTR1, LTR4
		Police	Upgrade volunteer support trailer	In process - quotes obtained and being reviewed	Completed. Purchase made, trailer delivered.	Completed	STC4, LTR1
		Police	Enhance connection to schools and community youth.			Ongoing. Developed pilot middle school SRO program.	STR4
		PW	Cross-training administrative assistants to work in both areas of Public Works; attempting to add part-time administrative assistant in upcoming budget	Ongoing	Ongoing	Ongoing	STC4, LTR1

Strategic Planning -- Goals & Objectives		FY18 Budget Initiatives					
Goal ID	Goal Description	Lead Department	Initiative	Status			Goal Cross-Reference
				Q1	Q2	Q3	
		PW	Communication			Trained several employees regarding typical customer service questions	LTR1
STR4	Work to take a broader view of problem solving and alternatives a. Explore/consider actions that include breaking silos, and traditional problem solving b. Work to improve Council rapport and stability						
		Finance				Exploring crossover with new Procurement Officer and requisition process to ensure continuity between the two functions.	STC4, LTR1
		Fire	Improve use of social media and other communications	Ongoing	Ongoing	Ongoing	STC2, STR3, LTC3
		Police	Enhance connection to community youth.			Completed. Conducted 2 new citizen police academies for youth (Teen and Project Unify)	STR3
		PW	Life safety/police space study	Study underway	Ongoing; draft received	Completed. Select components to be rolled out with FY19 Budget	STC4, STR3, LTR1
Long-term Complex							
LTC1	Manage our stormwater utility master plan; the stormwater utility will be up and running and initial multi-year projects functioning within a fair framework flood program that works						
LTC2	See installation phase/construction begin on portions of our long-term/ adopted infrastructure plan						
LTC3	Improve technology according to our long term/IT plan a. Move to more proactive financial reporting and tracking, including technology upgrades, etc., to produce decision-making data b. Take steps to move to an entire digital flow in community development, planning, and inspections including digital storage and retention c. Move to a paperless HR recordkeeping system from recruitment to day-to-day, benefits, performance evaluation						
		Finance	Improved/proactive financial reporting and tracking		Ongoing - Brian and Jose are researching use of Munis "CUBES" for enhanced reporting.	Project still in planning phase. Due to staff transition (lead on project resigned) waiting to hire Assistant Finance Director to pick this project back up.	STR2
		Fire	Improve response times through technology/new CAD			Completed	STC2
LTC4	Complete a re-write and update the City's zoning code a. Carefully structure zoning to prevent ill-fitting structures in areas that don't conform/aren't similar						
		CP&D	Develop and codify municipal/zoning updates	Ongoing	Still compiling list of issues with current ordinance. Will prioritize and send to P&Z.	Provisional list completed. Will discuss with P&Z at Jan '18 meeting for prioritization.	STR3
Long-term Routine							
LTR1	Continue to build institutional knowledge, staff depth, skills and strategy on how to "evolve" the organization for the future a. Be willing to break or flex the model on how to serve the community b. Solidify a collaborative council-staff relationship - will achieve more through cultural shift!						
		CP&D	Shift composition and expertise of department staff for efficiency	Ongoing	Largely accomplished with three new hires. FT electrical inspector now PT; PT general inspector now FT. New Env Health Officer	Role of license/permit tech being evaluated for dept efficiency; anticipate change in responsibilities due to new software, will seek slightly different skill set with new hire.	STR3, STC4

Strategic Planning -- Goals & Objectives		FY18 Budget Initiatives					
Goal ID	Goal Description	Lead Department	Initiative	Status			Goal Cross-Reference
				Q1	Q2	Q3	
		Finance	Build/maintain institutional knowledge and staff depth		Staff transition from promotion of FD to City Manager resulted in the promotion of AFD to FD and Sr Acct to Acct Mgr. This maintains institutional knowledge within the department and retained quality employees.	Payroll Specialist promoted to Accountant to maintain continuity and institutional knowledge. Q3 saw the resignation of two key staff: Procurement Officer and Accounting Manager. A qualified governmental accounting temp is being brought on to provide coverage to ensure work stays current and audit preparation stays on schedule.	STC4, LTR1
		Finance				Reviewing municipal code and Council Policy statement. Revising as needed for efficiency, best practice and ensure continuity between all documents.	STR4
		Fire	Build staff depth	Ongoing	Ongoing	Ongoing	STR3, STR4
LTR2	Increase/enhance our financial stability - reduce TIF debt - prepare for any adverse impacts or changes due to State of Illinois factors						
		Finance	Monitor activity at the state level so City can respond proactively	Municipal revenue update provided to Council/public at 7/24/2017 F&B COW	Ongoing	Ongoing	STR2
		Finance	Enhanced review of TIF			Updating long term Uptown TIF forecast to incorporate changes made since last long term study (resegmented PINS, Property Tax Abatement, changing EAV). Preparing for conclusion of Dempster TIF.	STR2
LTR3	Strengthen our identity, uniqueness, branding, and gateways – a. Create a brand/signage/improvements to enhance awareness that you "now you're in Park Ridge" b. Install better street lighting and street signage "identify at Park Ridge"						
		PW	Parking signage with PR branding		Rollout underway	Completed	STC3
LTR4	Explore integration of elements of Fire & Police Departments, and inspector and inspection services/work to establish cross-trained staff						

**City of Park Ridge, IL
FY19 Budget Workshop Schedule
As of January 29, 2018**

Presentation of FY19 Budget by City Manager

Monday, February 26, 2018	Scorecard Distributed Alderman Requests (<i>*possible at any workshop</i>) Ground Rules
Friday, March 2, 2018	City Manager's Proposed Budget Distributed
Monday, March 5, 2018	City Manager Presents Budget Message

Council Budget Workshops (6:00PM – 9:00PM)

Topics are tentative and subject to change

Wednesday, March 7, 2018	Public Works – General Fund Water Fund Sewer Fund Municipal Waste Fund Motor Fuel Tax (MFT) Fund Motor Equipment Replacement Fund (MERF) IT Replacement Fund
Wednesday, March 14, 2018	General Fund Revenue CP&D Finance City Administration/Legislation/Legal/HR/IT Employee Benefit Fund Tax Increment Financing (TIF) Funds Debt (Multiple Funds) Parking Fund
Wednesday, April 11, 2018	Library Public Safety – Police & Fire E911 Asset Forfeiture IMRF FICA Shared Services Transfers Capital Projects

Council Public Hearing & Budget Approval

Monday, April 16, 2018

Park Ridge Municipal Code
Article 2

CHAPTER 9 - BUDGET POLICY

2-9-1- ESTABLISHMENT OF BUDGET POLICY

There is hereby established in the City a budget policy which shall be implemented by the City Manager in the orderly preparation of an annual budget.

2-9-2 - POWERS AND DUTIES OF CITY MANAGER IN IMPLEMENTING BUDGET POLICY

The City Manager shall have the following powers and duties:

A. Permit, Encourage, and establish the use of efficient planning, budgeting, auditing, reporting, accounting and other fiscal management procedures in all Municipal departments, commissions and boards.

B. Compile an annual budget in accordance with the following:

1. The City Manager will schedule and hold budget workshops during January, February, and March each year. The workshops will be special Finance Committee of the Whole meetings and will be structured to cover topics such as revenue projections, department personnel (salaries, benefits, pensions), department contracting and material, shared services, transfers, debt service, capital plan replacement funds and other topics the City Manager, Finance Director or City Council deem appropriate. At the first scheduled budget workshop, the City Manager will submit a summary of projected revenues and expenditures for the annual budget. At the conclusion of the budget workshops, the City Manager will compile the results into a final proposed budget for adoption by the City Council at the first City Council meeting in April. The budget upon which the vote is taken shall be a budget in which each individual fund is balanced (except equipment replacement funds), that is, for each individual fund, the sum of all revenues and funding sources (funding sources include onetime revenue and fund transfers) for each individual fund is greater than or equal to the sum of all expenditures and funding uses (funding uses include operating expenditures, fund transfers, capital expenditures, debt service payments and all other expenditures including budgeted contingencies).

If the difference between the sum of the revenue and funding sources and the sum of the expenditures and funding uses for any individual fund is negative, then certain specified fund balances or accounts may be used to bring that fund into balance.

Supplement A

Sample List of Fund Balance Classification that can be used to balance an individual fund budget:

General Fund-Unassigned Fund Balance (Unreserved Fund Balance as of 4/30/11
CAFR)

Library Fund-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11 CAFR)

DempsterTIFFl.Kld-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11
CAFR)

Motor Fuel Tax Fund-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11CAFR)

Uptown TIF Fund-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11 CAFR)

IMRF Fund-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11CAFR)

Municipal Waste Fund-Assigned Fund Balance (Unreserved Fund Balance as of4/30/11CAFR)

911Emergency Telephone Fund-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11CAFR)

Debt Service 2004A GO-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11 CAFR)

Debt Service 20048 GO-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11CAFR)

Debt Service 2005A GO-Assigned Fund Balance (Unreserved Fund Balance as of 4/30/11CAFR)

Debt Service 2006A GO-Assigned Fund Balance (Unreserved Fund Balance as or 4/30/11CAFR)

Debt Service 20068 GO-Assigned Fund Balance (Unreserved Fund Balance as or 4/30/11CAFR)

Parking Enterprise-Unrestricted Net Assets (Unrestricted net assets as of 4/30/11) Water Enterprise-Unrestricted Net Assets (Unrestricted net assets as of 4/30/11) Sewer Enterprise-Unrestricted Net Assets (Unrestricted net assets as of 4/30/11)

Motor Equipment Replacement Fund-Unrestricted Net Assets (Unrestricted net assets as of 4/30/11)

Tech Equipment Replacement Fund-Unrestricted Net Assets (Unrestricted net assets as of 4/30/11)

Library Tech Equipment Replacement Fund-Unrestricted Net Assets (Unrestricted net assets as of 4/30/11)

2. If use of fund balance to balance the budget should cause the ending unassigned fund balance of the General Fund, or assigned fund balance of any Governmental Fund or the net unrestricted assets of any Enterprise Fund to fall below 90% of the Target Fund Balance, as described in Council Policy Statement 40, then a two-thirds vote of the Aldermen shall be required to approve the budget of such fund. The budget shall contain estimates of revenues available to the City for the fiscal year for which the budget is drafted, together with recommended expenditures for the City and all of the City's departments, commissions and boards. Revenue estimates and expenditure recommendations shall be presented in a manner which is in conformity with good fiscal management practices. The budget shall contain at the budget category level, actual or estimated revenue and expenditures for one year immediately preceding the fiscal year for which the budget is prepared, long with two years' future projection. Each budget shall show the specific fund from which each anticipated expenditure should be made. The budget categories will include but not be limited to: revenue, regular salaries, overtime, medical/dental insurance, and pension contributions, workers compensation, all other personnel, contractual services, commodities, capital, debt service, and transfers.

3. Revenue source changes shall include any rate or fee schedule change, additions of new revenues, and deletions of revenue sources or other major financing policy issues.

4. Once the budget is approved, revenues and expenditures shall be monitored on a regular basis and adjustments made in spending if revenues are less than projected. The City Manager shall provide monthly reports to the City Council and the City Council shall review and act on all significant proposed spending adjustments that result in service changes.

5. Examine all books and records of all Municipal departments, commissions, and boards, which relate to monies received by the City, City departments, and commissions and boards, and paid out by the City, City departments, commissions and boards, debts and accounts receivable, amounts owed by or to the City, City departments, commissions and boards.

D. Obtain such additional information from the City, City departments, commissions and boards as may be useful for purposes of compiling a City budget, such information to be furnished by the City, City departments, commissions and boards in the form required by the City Manager. Any department, commission or board which refuses to make such information as is requested of it available to the City Manager shall not be permitted to make expenditures under any subsequent budget for the City until such City department, commission or board shall comply in full with the request of the City Manager.

E. Establish and maintain such procedures as shall insure that no expenditures are made by the City, City departments, commissions or boards except as authorized by the budget.

(Ord. No. 2010-81, 11-15-2010; Ord. 2012-04, 1-16-2012)

Footnotes:

Note- Prior to the first budget workshop, the Finance Director shall publish a schedule that includes each City Fund and the Fund Balance classification that may be used to balance the budget of that City fund. See Supplement A.

2-9 3 – RESERVED

(Ord.2012-04, 1-16-2012)

2-9-4- PASSAGE OF ANNUAL BUDGET, EFFECT

Passage of the annual budget by the corporate authorities shall be in lieu of passage of an appropriation ordinance. The annual budget need not be published except in a manner provided in Section 2-9-8 herein. The annual budget shall be adopted by the corporate authorities before the beginning of the fiscal year to which it applies. Subsequent to the passage of the budget, an ordinance shall establish the property tax assessment provided for in the approved budget.

2-9-5- CAPITAL IMPROVEMENT, REPAIR OR REPLACEMENT FUND

Monies may be accumulated in a separate fund for the purpose or purposes of specific capital improvements, repair and/or replacements of specific types of municipal equipment or other tangible property both real and personal, to be designated as the "Capitol Improvement, Repair or Replacement Fund". Expenditures from the Capital Improvement, Repair or Replacement Fund shall be budgeted in the fiscal year in which the capital improvement, repair or replacement will occur. As of fiscal year ending 2012, the City maintains two capital repair or replacement funds: the Technology Replacement Fund; and the Motor Equipment Replacement Fund.

(Ord.2012-04, 1-16-2012)

2-9-6- REVISION OF ANNUAL BUDGET

If new elected officials are elected and then are installed during the first 30 days of a fiscal year, the corporate authorities may, by majority vote, revise the annual budget by deleting departments or objects or by adding to or subtracting from departments or objects. An example of a Department is 1021- Administration. An example of an object is 910000-Regular Salaries. An expense line item within the budget is defined as dollar amount budgeted using a combination of a Fund (ex. 100), a Department (ex. 1021), and an Object Code (ex. 910000). An example of the complete line item is 100-1021-910000.

During the fiscal year, the City Manager may revise the Expense/Expenditure budget for any individual Fund only as follows: by (1) deleting funding for departments or objects ;(2) adding funding to departments or objects; or (3) changing departments or objects. Such revisions shall follow the procedure set forth below:

If a purchase order encumbrance or a manual journal entry causes the respective total fund- department-object budget amount to be exceeded, the following procedure will be applied: [The MUNIS report, "YTD Budget Report" will be used to monitor compliance (see report example below)

1. Determine if this or another already existing purchase order can be reduced. If such a purchase order reduction can be achieved, such that the total funds: department-object budget is no longer exceeded, the reduction should be processed and a budget transfer is not required.
2. If reduction cannot be accomplished pursuant to (1) above, then a budget transfer between or among line items is required. The budget transfer must cause the total fund-department-object budget to equal or exceed the total fund-department- object encumbered incurred expenses. (The column labeled "Remaining" in the YTD budget report must be greater than or equal to zero.)
3. If a budget transfer is required as in (2) above but a line item to move the funds "From" cannot be identified and/or is not available, then Council Policy Statement 21-Unbudgeted Expenditures, which governs the transfers from Contingency Funds, shall apply. If no Contingency Funds are budgeted or available, a revision of the budget must be presented to and approved by the Committee of the Whole at a Finance Committee meeting and approved by the City Council.

MUNIS Report Example:

Accounts for 100 General Fund	Original Estim. Rev.	Revised Estim. Rev.	Actual YTD Rev.	Actual MTD Rev.	Remaining Rev.	Pct. Coll.
1025 Information Technology	33,871	33,871.00	3,241.84	3,241.84	-386.04	9.6%
1031 Finance Administration	5,250	5,250.00	599.29	599.29	150.00	11.4%
2011Police Administration	21, 200	21,200.00	2,115.15	2,115.15	3,200.00	10.0%
2021 Fire Administration	19,827	19,827.00	1,340.41	1,340.41	8,420.04	6.8%
3011 Public Works Admin	7,260	7,260.00	787.30	787.30	560.04	10.8%
3024 Street Maintenance	3,600	3,600.00	411.28	411.28	99.96	11.4%
4011CPD Administration	8,900	8,900.00	998.82	998.82	400.04	11.2%
Total telecommunications	117,873	117,873.00	11,607.82	11,607.82	12,617.81	9.8%

Expanded Illustration of Overrun

Fund/ Dept	Object	Object Desc.	PO#	Vendor	Budget	PO Amount	Incurred	Remaining
1001025	940100	Tele-communications	130330	Call One		\$9,257.04	\$1,087.78	
1001025	940100	Tele-communications	130201	Verizon Wireless		\$25,000.00	\$2,154.06	
					\$33,871.00	\$34,257.04	\$3,241.84	(\$386.04)

All budget transfers are processed In Finance. The budget transfer form can be found in Word templates, "_BUDGTRANS".

For budget transfers requiring Finance Committee approval, the transfer must be routed to the various Departments and City Manager's office. The last department to receive the transfer is Finance. Finance will coordinate placing budget transfers on Committee of the whole agendas.

Intra-Departmental Budget Transfer same Object Code. Process this type of transfer if you want to leave the money in the same object code but need it transferred to a different department within the same fund.

Example:

From: Fund 100-Department 1024-Object 940100 Telecommunications To: Fund 100-Department 1025--- Object 940100 Telecommunications

Signature requirement for transfers of all dollar values-Department Head, City Manager, and Finance Director.

Intra-Departmental Budget Transfer different Object Code .Process this type of transfer if you want to move the money to a different object code and a different department within the same fund.

Example:

From: Fund 100-Department 1024-Object 940100 Telecommunications To: Fund 100-Department 3071-Object 940200 Tree Trimming

Signature requirement for transfers <=\$1,000.00 -Department Head, City Manager, and Finance Director.

Signature requirement for transfers >\$1,000.00 -Department Head, City Manager, Finance Director, and

Finance Committee.

Inter Departmental Budget Transfer different object .Process this type of transfer if you want to leave the money in the same department but need it transferred to a different object code within the same fund.

Example: From: Fund 100-Department 1031-Object 941600 Audit To: Fund 100-Department 1031-Object 940100 Telecommunications

Signature requirement for transfers <=\$10,000 -Department Head, City Manager, and Finance Director.

Signature requirement for transfers >\$10,000-Department Head, City Manager, Finance Director, and Finance Committee.

(Ord. 2012-04, 1-16-2012; Ord. 2012-43, 9-04-2012)

2-9-7- RESERVED

(Ord. 2012-04, 1-16-2012)

2-9-8- PUBLIC INSPECTION, NOTICE AND HEARING ON BUDGET

The corporate authorities shall make the tentative annual budget conveniently available to public inspection for at least ten days prior to passage of the annual budget, by publication in such form as the corporate authorities may prescribe. Not less than one week after the publication of the tentative annual budget, and prior to final action on the budget the corporate authorities shall hold at least one public hearing on the tentative annual budget after which hearing or hearings the tentative budget may be further revised and passed without further inspection, notice or hearing. Notice of this hearing shall be given at least one week prior to the time of the hearing by publication in a newspaper having a general circulation in the Municipality.

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SCORECARD

Fund:	General	Water	Sewer	Parking	Motor Fuel	MERF	IT Replacement	IL Municipal Ret. (IMRF)	FICA	Municipal Waste	Emergency Telephone	Uptown TIF
FY18 Forecast - Current Year *												
Revenues/ Transfers In	\$ 33,082,503	\$ 11,019,463	\$ 1,913,119	\$ 425,569	\$ 961,719	\$ 1,308,758	\$ 625,085	\$ 1,131,859	\$ 1,121,525	\$ 2,855,034	\$ 822,435	\$ 2,792,232
Expenditures/Transfers Out	\$ (32,896,754)	\$ (8,816,115)	\$ (2,411,350)	\$ (416,253)	\$ (961,265)	\$ (1,768,877)	\$ (465,589)	\$ (867,644)	\$ (847,231)	\$ (2,864,084)	\$ (993,613)	\$ (1,533,432)
Balance Sheet Accrual Adjustment				\$ (40,000)				(\$470,544)	\$470,544			
FY18 Forecasted Surplus (Deficit)	\$ 185,749	\$ 2,203,348	\$ (498,231)	\$ (30,684)	\$ 454	\$ (460,119)	\$ 159,496	\$ (206,329)	\$ 744,838	\$ (9,050)	\$ (171,178)	\$ 1,258,800
FY19 - Budget Year												
FY19 Proposed Budget												
Revenues/ Transfers In	\$ 32,371,938	\$ 11,045,000	\$ 2,136,123	\$ 433,200	\$ 970,625	\$ 1,471,742	\$ 298,000	\$ 773,896	\$ 956,047	\$ 2,855,034	\$ 893,000	\$ 2,850,000
Expenditures/Transfers Out	\$ (35,919,866)	\$ (11,729,740)	\$ (2,772,396)	\$ (446,487)	\$ (1,200,000)	\$ (903,000)	\$ (356,625)	\$ (864,408)	\$ (933,443)	\$ (2,942,196)	\$ (891,200)	\$ (4,003,137)
Balance Sheet Accrual Adjustment				\$ (38,376)								
FY19 Proposed Budget Surplus (Deficit)	\$ (3,547,928)	\$ (684,740)	\$ (636,273)	\$ (51,663)	\$ (229,375)	\$ 568,742	\$ (58,625)	\$ (90,512)	\$ 22,604	\$ (87,162)	\$ 1,800	\$ (1,153,137)
FY19 Revisions												
A1 - Decr. Fire Dept. Reorg. Expenses	\$ 15,000											
A2 - Incr. Farmer's Market Revenues	\$ 20,150											
A3 - Incr. Farmer's Market Expenses	\$ (19,500)											
A4 - Incr. IT Telecommunication Expenses	\$ (5,000)											
FY19 Council Consensus												
B1 - Incr. Wayfinding Signage Expenses	\$ (6,000)											
B2 - Incr. Combined Bike/Parking Lane Expenses	\$ (15,000)											
B3 - Incr. Dedicated Bike Lanes Expenses	\$ (20,000)											
B4 - Incr. Bike Parking (Phase-In) Expenses	\$ (22,435)											
B5 - Incr. Const./Maint. Street Repairs Expenses					\$ (200,000)							
B6 - Add Holiday Light Expenses	\$ (30,000)											
B7 - Increase Fleet Management Expenses	\$ (15,000)											
B8 - Remove Holiday Light Expenses	\$ 30,000											
Total FY19 Budget Revisions	\$ (67,785)	\$ -	\$ -	\$ -	\$ (200,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total FY19 Budget Surplus (Deficit)	\$ (3,615,713)	\$ (684,740)	\$ (636,273)	\$ (51,663)	\$ (429,375)	\$ 568,742	\$ (58,625)	\$ (90,512)	\$ 22,604	\$ (87,162)	\$ 1,800	\$ (1,153,137)
Projected Ending Fund Balance**												
FY17 Audited Actual	\$ 18,542,464	\$ 5,726,978	\$ 3,734,547	\$ (466,305)	\$ 1,388,573	\$ 2,637,493	\$ 459,650	\$ 603,476	\$ -	\$ 1,202,965	\$ 207,540	\$ 4,597,979
FY18 Forecast	\$ 185,749	\$ 2,203,348	\$ (498,231)	\$ (30,684)	\$ 454	\$ (460,119)	\$ 159,496	\$ (206,329)	\$ 744,838	\$ (9,050)	\$ (171,178)	\$ 1,258,800
FY19 Budgeted Surplus (Deficit)	\$ (3,615,713)	\$ (684,740)	\$ (636,273)	\$ (51,663)	\$ (429,375)	\$ 568,742	\$ (58,625)	\$ (90,512)	\$ 22,604	\$ (87,162)	\$ 1,800	\$ (1,153,137)
Ending FY19 Projected Fund Balance *	\$ 15,112,500	\$ 7,245,586	\$ 2,600,043	\$ (548,652)	\$ 959,652	\$ 2,746,116	\$ 560,521	\$ 306,635	\$ 767,442	\$ 1,106,753	\$ 38,162	\$ 4,703,642
Budget Deficit	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	Yes	No	Yes
Fund Type:	General	Enterprise	Enterprise	Enterprise	Spec. Rev.	Internal Svc.	Internal Svc.	Spec. Rev.	Spec. Rev.	Spec. Rev.	Spec. Rev.	Spec. Rev.
Target Fund Balance	\$ 7,964,025	\$ 2,002,067	\$ 542,209	\$ 108,396	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending FY19 Projected FB to Target FB	190%	362%	480%	-606%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Use of Fund Balance in Compliance with Policy	Yes	Yes	Yes	N/A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Requires 2/3 Alderman Approval	No	No	No	No	No	No	No	No	No	No	No	No

*Amounts include actuals through January 2018, forecasted through April 30, 2018

** Unrestricted Net Position is used for the Enterprise, Internal Service, and Library Funds

SCORECARD

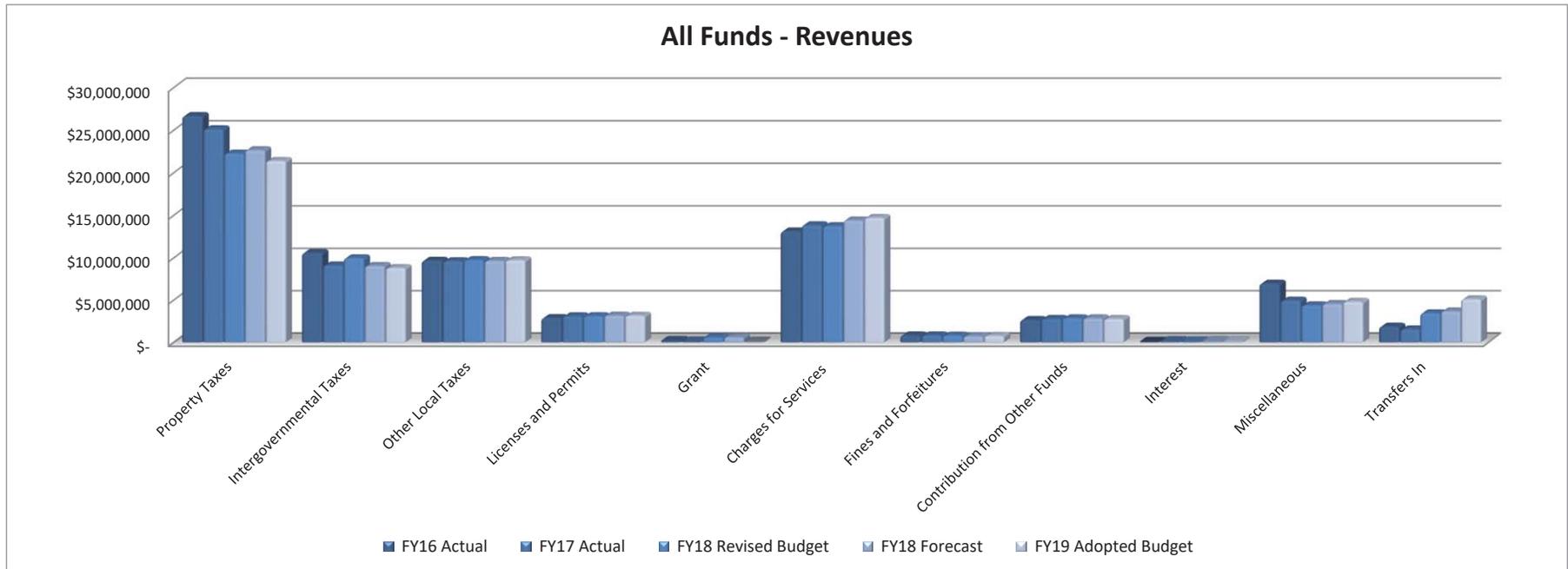
Fund:	Dempster TIF	Asset Forfeiture	Foreign Fire Tax	Employee Benefits	Library	Library Tech Replacement	2006A TIF Debt Service	2012A Sewer Debt Service	2012B IMRF Debt Service	2014A Water Debt Service	2015A TIF Debt Service	2015B TIF Debt Service	2016 TIF Debt Service	Totals
FY18 Forecast - Current Year *														
Revenues/ Transfers In	\$ 170,004	\$ 4,986	\$ 65,542	\$ 3,889,182	\$ 4,931,025	\$ 100,119	\$ 261,432	\$ 455,150	\$ 296,156	\$ 801,026	\$ 185,850	\$ 1,942,466	\$ 174,569	\$ 71,336,808
Expenditures/Transfers Out	\$ (174,444)	\$ (2,269)	\$ (64,000)	\$ (4,088,493)	\$ (4,057,083)	\$ (237,000)	\$ -	\$ (455,150)	\$ (301,278)	\$ (806,375)	\$ (188,250)	\$ (2,419,200)	\$ (176,823)	\$ (67,812,572)
Balance Sheet Accrual Adjustment														\$ (40,000)
FY18 Forecasted Surplus (Deficit)	\$ (4,440)	\$ 2,717	\$ 1,542	\$ (199,311)	\$ 873,942	\$ (136,881)	\$ 261,432	\$ -	\$ (5,122)	\$ (5,349)	\$ (2,400)	\$ (476,734)	\$ (2,254)	\$ 3,484,236
FY19 - Budget Year														
FY19 Proposed Budget														
Revenues/ Transfers In	\$ 175,000	\$ -	\$ 67,100	\$ 4,246,201	\$ 5,762,388	\$ 100,000	\$ -	\$ 450,550	\$ -	\$ 813,075	\$ 453,250	\$ 1,973,950	\$ 176,823	\$ 71,272,942
Expenditures/Transfers Out	\$ (180,000)	\$ (152,508)	\$ (65,000)	\$ (4,246,200)	\$ (6,615,012)	\$ -	\$ -	\$ (450,550)	\$ (315,398)	\$ (813,075)	\$ (453,250)	\$ (1,973,950)	\$ (176,823)	\$ (78,404,264)
Balance Sheet Accrual Adjustment														\$ (38,376)
FY19 Proposed Budget Surplus (Deficit)	\$ (5,000)	\$ (152,508)	\$ 2,100	\$ 1	\$ (852,624)	\$ 100,000	\$ -	\$ -	\$ (315,398)	\$ -	\$ -	\$ -	\$ -	\$ (7,169,698)
FY19 Revisions														
A1 - Decr. Fire Dept. Reorg. Expenses														\$ 15,000
A2 - Incr. Farmer's Market Revenues														\$ 20,150
A3 - Incr. Farmer's Market Expenses														\$ (19,500)
A4 - Incr. IT Telecommunication Expenses														\$ (5,000)
FY19 Council Consensus														
B1 - Incr. Wayfinding Signage Expenses														\$ (6,000)
B2 - Incr. Combined Bike/Parking Lane Expenses														\$ (15,000)
B3 - Incr. Dedicated Bike Lanes Expenses														\$ (20,000)
B4 - Incr. Bike Parking (Phase-In) Expenses														\$ (22,435)
B5 - Incr. Const./Maint. Street Repairs Expenses														\$ (200,000)
B6 - Add Holiday Light Expenses														\$ (30,000)
B7 - Increase Fleet Management Expenses														\$ (15,000)
B8 - Remove Holiday Light Expenses														\$ 30,000
Total FY19 Budget Revisions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (267,785)
Total FY19 Budget Surplus (Deficit)	\$ (5,000)	\$ (152,508)	\$ 2,100	\$ 1	\$ (852,624)	\$ 100,000	\$ -	\$ -	\$ (315,398)	\$ -	\$ -	\$ -	\$ -	\$ (7,437,483)
Projected Ending Fund Balance**														
FY17 Audited Actual	\$ 108,378	\$ 149,791	\$ 53,002	\$ 787,997	\$ 4,869,351	\$ 335,824	\$ (261,432)	\$ -	\$ 434,064	\$ 5,349	\$ 120,227	\$ 1,185,412	\$ 80,667	\$ 46,503,989
FY18 Forecast	\$ (4,440)	\$ 2,717	\$ 1,542	\$ (199,311)	\$ 873,942	\$ (136,881)	\$ 261,432	\$ -	\$ (5,122)	\$ (5,349)	\$ (2,400)	\$ (476,734)	\$ (2,254)	\$ 3,484,236
FY19 Budgeted Surplus (Deficit)	\$ (5,000)	\$ (152,508)	\$ 2,100	\$ 1	\$ (852,624)	\$ 100,000	\$ -	\$ -	\$ (315,398)	\$ -	\$ -	\$ -	\$ -	\$ (7,437,483)
Ending FY19 Projected Fund Balance *	\$ 98,938	\$ -	\$ 56,644	\$ 588,687	\$ 4,890,669	\$ 298,943	\$ -	\$ -	\$ 113,544	\$ -	\$ 117,827	\$ 708,678	\$ 78,413	\$ 42,550,743
Budget Deficit	Yes	Yes	No	No	Yes	No	No	No	Yes	No	No	No	No	
Fund Type:	Spec. Rev	Spec. Rev	Spec. Rev	Internal Svc.	Component	Component	Debt Svc.	Debt Svc.	Debt Svc.	Debt Svc.	Debt Svc.	Debt Svc.	Debt Svc.	
Target Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 3,257,506	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending FY19 Projected FB to Target FB	N/A	N/A	N/A	N/A	150%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Use of Fund Balance in Compliance with Policy	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Requires 2/3 Alderman Approval	No	No	No	No	N/A	N/A	No	No	No	No	No	No	No	N/A

*Amounts include actuals through January 2018, forecasted through April 30, 2018

** Unrestricted Net Position is used for the Enterprise, Internal Service, and Library Funds

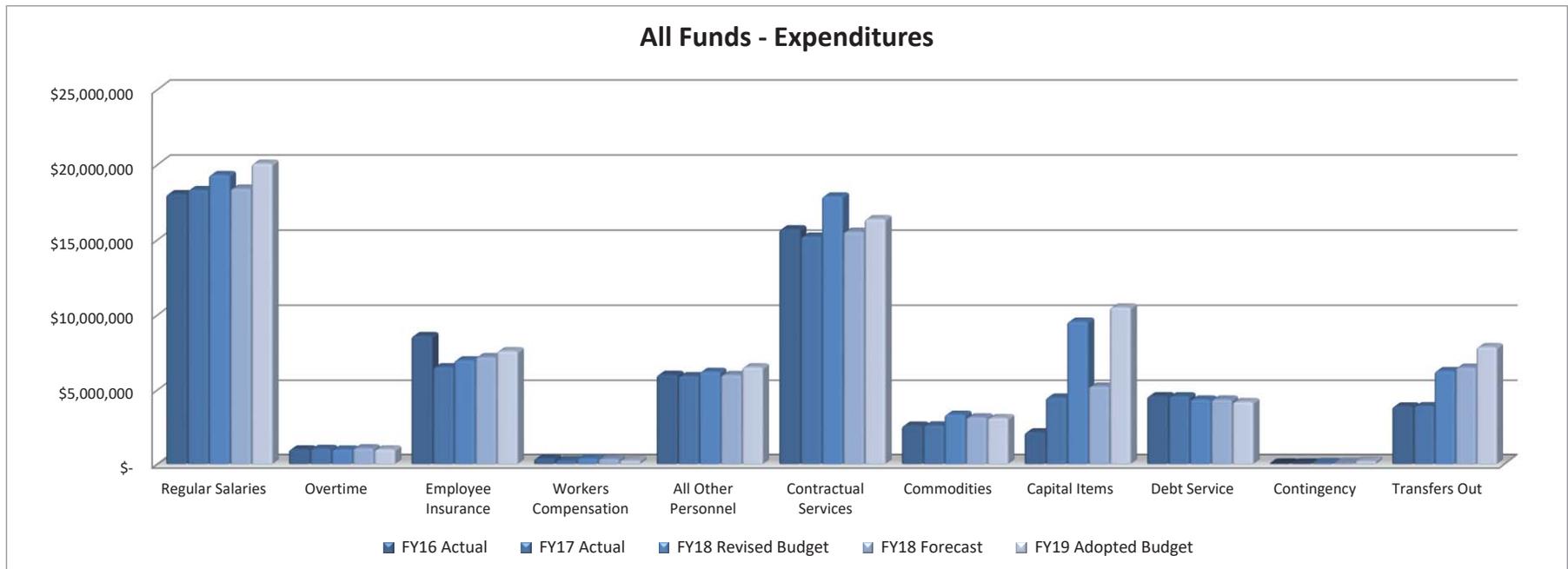
All Funds - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ 26,652,340	\$ 25,110,088	\$ 22,242,555	\$ 22,644,482	\$ 21,376,639
Intergovernmental Taxes	\$ 10,568,763	\$ 9,104,644	\$ 9,947,393	\$ 9,042,986	\$ 8,795,125
Other Local Taxes	\$ 9,659,459	\$ 9,594,564	\$ 9,732,591	\$ 9,639,750	\$ 9,709,050
Licenses and Permits	\$ 2,862,190	\$ 3,078,138	\$ 3,090,379	\$ 3,161,649	\$ 3,154,825
Grant	\$ 176,544	\$ 79,191	\$ 573,891	\$ 594,003	\$ 29,101
Charges for Services	\$ 13,097,207	\$ 13,823,681	\$ 13,717,746	\$ 14,391,011	\$ 14,688,823
Fines and Forfeitures	\$ 815,198	\$ 816,293	\$ 793,006	\$ 711,590	\$ 760,200
Contribution from Other Funds	\$ 2,631,813	\$ 2,765,841	\$ 2,832,939	\$ 2,832,939	\$ 2,764,587
Interest	\$ 30,952	\$ 128,771	\$ 99,536	\$ 126,536	\$ 125,100
Miscellaneous	\$ 6,943,673	\$ 4,933,687	\$ 4,373,159	\$ 4,532,361	\$ 4,795,351
Transfers In	\$ 1,849,605	\$ 1,524,971	\$ 3,430,081	\$ 3,659,501	\$ 5,094,291
Total Revenues	\$ 75,287,744	\$ 70,959,868	\$ 70,833,276	\$ 71,336,808	\$ 71,293,092
Less Contributions & Transfers	\$ 70,806,326	\$ 66,669,056	\$ 64,570,256	\$ 64,844,368	\$ 63,434,214



All Funds - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 18,041,127	\$ 18,316,563	\$ 19,309,065	\$ 18,406,050	\$ 20,067,323
Overtime	\$ 982,604	\$ 1,018,022	\$ 973,792	\$ 1,060,601	\$ 985,500
Employee Insurance	\$ 8,597,135	\$ 6,518,865	\$ 6,977,050	\$ 7,191,668	\$ 7,588,917
Workers Compensation	\$ 356,649	\$ 229,073	\$ 371,805	\$ 344,032	\$ 225,000
All Other Personnel	\$ 6,015,421	\$ 5,926,580	\$ 6,214,105	\$ 6,003,079	\$ 6,515,588
Contractual Services	\$ 15,702,575	\$ 15,215,324	\$ 17,890,246	\$ 15,539,919	\$ 16,378,549
Commodities	\$ 2,585,381	\$ 2,596,869	\$ 3,326,292	\$ 3,142,758	\$ 3,096,484
Capital Items	\$ 2,132,155	\$ 4,480,310	\$ 9,554,550	\$ 5,229,950	\$ 10,499,914
Debt Service	\$ 4,575,166	\$ 4,571,662	\$ 4,347,076	\$ 4,347,076	\$ 4,183,046
Contingency	\$ -	\$ -	\$ 55,000	\$ 55,000	\$ 200,000
Transfers Out	\$ 3,881,752	\$ 3,900,812	\$ 6,263,020	\$ 6,492,440	\$ 7,858,878
Total Expenditures	\$ 62,869,965	\$ 62,774,079	\$ 75,282,001	\$ 67,812,572	\$ 77,599,199
Total Less Transfers	\$ 58,988,213	\$ 58,873,267	\$ 69,018,981	\$ 61,320,132	\$ 69,740,321



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Fiscal Year 2019 Wage Summary

Regular Wages

Department	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Administration	\$ 316,295	\$ 261,548	\$ 348,732	\$ 333,456	\$ 466,745
Human Resources	\$ 99,624	\$ 125,021	\$ 163,272	\$ 116,139	\$ 177,257
Information Technology	\$ 13,516	\$ -	\$ -	\$ -	\$ -
CP&D	\$ 870,496	\$ 979,229	\$ 1,031,292	\$ 964,310	\$ 1,058,838
Finance	\$ 671,850	\$ 685,481	\$ 717,513	\$ 668,355	\$ 717,014
Police	\$ 5,739,567	\$ 5,797,599	\$ 6,327,895	\$ 5,947,382	\$ 6,310,871
Fire	\$ 4,526,982	\$ 4,498,226	\$ 4,556,018	\$ 4,542,302	\$ 5,000,153
Public Works	\$ 2,415,283	\$ 2,500,142	\$ 2,602,523	\$ 2,496,910	\$ 2,666,835
Parking	\$ 136,546	\$ 170,196	\$ 174,279	\$ 152,505	\$ 181,602
Sewer	\$ 359,605	\$ 387,915	\$ 380,063	\$ 328,341	\$ 326,603
Municipal Waste	\$ 52,083	\$ 52,811	\$ 50,955	\$ 55,595	\$ 51,703
Water	\$ 532,641	\$ 551,469	\$ 579,797	\$ 618,964	\$ 673,558
Library	\$ 2,306,638	\$ 2,306,926	\$ 2,376,726	\$ 2,181,791	\$ 2,436,144
Total	\$ 18,041,127	\$ 18,316,563	\$ 19,309,065	\$ 18,406,050	\$ 20,067,323

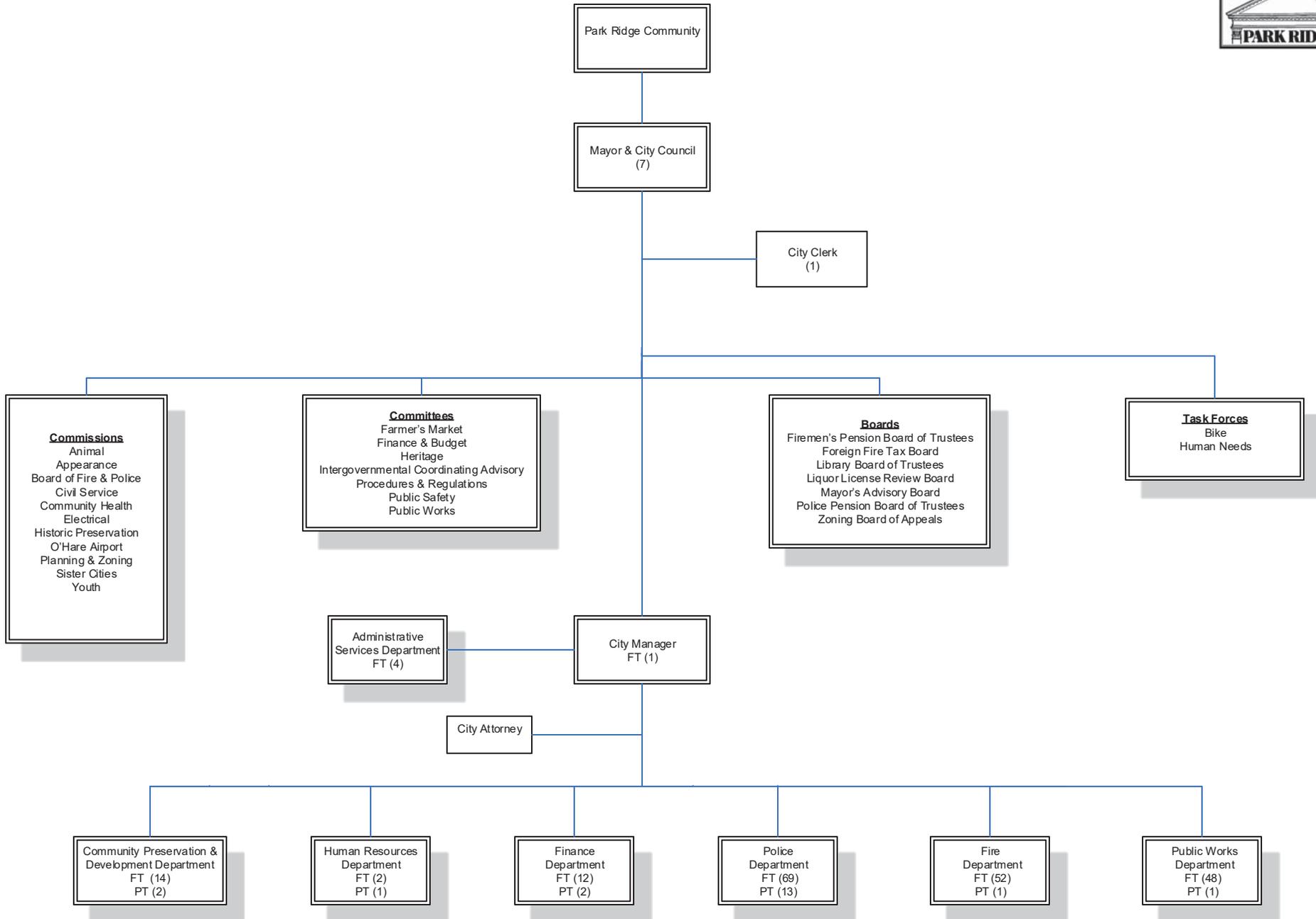
Overtime

Department	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Administration	\$ 9,289	\$ 9,342	\$ 8,500	\$ 8,500	\$ 9,000
Human Resources	\$ 1,248	\$ -	\$ -	\$ -	\$ -
Information Technology	\$ -	\$ -	\$ -	\$ -	\$ -
CP&D	\$ 38,008	\$ 19,556	\$ 26,000	\$ 22,000	\$ 20,000
Finance	\$ 2,917	\$ 1,632	\$ 3,000	\$ 1,603	\$ 3,000
Police	\$ 373,974	\$ 367,120	\$ 379,792	\$ 377,498	\$ 370,000
Fire	\$ 330,989	\$ 340,655	\$ 283,000	\$ 353,000	\$ 276,000
Public Works	\$ 122,101	\$ 146,726	\$ 163,000	\$ 163,000	\$ 171,000
Parking	\$ -	\$ 101	\$ 500	\$ -	\$ 500
Sewer	\$ 36,455	\$ 26,732	\$ 35,000	\$ 35,000	\$ 36,000
Municipal Waste	\$ -	\$ -	\$ -	\$ -	\$ -
Water	\$ 67,623	\$ 106,158	\$ 75,000	\$ 100,000	\$ 100,000
Library	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 982,604	\$ 1,018,022	\$ 973,792	\$ 1,060,601	\$ 985,500

Total Wages

Department	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Administration	\$ 325,585	\$ 270,889	\$ 357,232	\$ 341,956	\$ 475,745
Human Resources	\$ 100,872	\$ 125,021	\$ 163,272	\$ 116,139	\$ 177,257
Information Technology	\$ 13,516	\$ -	\$ -	\$ -	\$ -
CP&D	\$ 908,504	\$ 998,784	\$ 1,057,292	\$ 986,310	\$ 1,078,838
Finance	\$ 674,768	\$ 687,113	\$ 720,513	\$ 669,958	\$ 720,014
Police	\$ 6,113,541	\$ 6,164,719	\$ 6,707,687	\$ 6,324,880	\$ 6,680,871
Fire	\$ 4,857,971	\$ 4,838,881	\$ 4,839,018	\$ 4,895,302	\$ 5,276,153
Public Works	\$ 2,537,384	\$ 2,646,868	\$ 2,765,523	\$ 2,659,910	\$ 2,837,835
Parking	\$ 136,546	\$ 170,297	\$ 174,779	\$ 152,505	\$ 182,102
Sewer	\$ 396,060	\$ 414,648	\$ 415,063	\$ 363,341	\$ 362,603
Municipal Waste	\$ 52,083	\$ 52,811	\$ 50,955	\$ 55,595	\$ 51,703
Water	\$ 600,264	\$ 657,627	\$ 654,797	\$ 718,964	\$ 773,558
Library	\$ 2,306,638	\$ 2,306,926	\$ 2,376,726	\$ 2,181,791	\$ 2,436,144
Total	\$ 19,023,731	\$ 19,334,585	\$ 20,282,857	\$ 19,466,651	\$ 21,052,823

City of Park Ridge Government



Full-Time Equivalents - Departmental Breakdown

ADMINISTRATION	FY17	FY18	FY19
City Manager	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00
Deputy City Manager	-	-	-
Deputy Clerk/Sr. Administrative Assistant	1.00	1.00	1.00
Sr. Administrative Assistant	0.50	1.00	1.00
HR Manager	0.50	0.50	0.50
HR Support Staff	1.00	2.00	2.00
I.T. Director	-	-	-
I.T. Coordinator	-	-	-
Administrative Services Manager	-	-	1.00
TOTAL ADMINISTRATION	5.00	6.50	7.50

COMMUNITY PRESERVATION & DEVELOPMENT	FY17	FY18	FY19
CP&D Director	1.00	1.00	1.00
Building Official/Administrator	1.00	1.00	1.00
Administrative Assistant	2.75	2.75	2.75
Environmental Health Officer	2.00	2.00	2.00
Permit, Lisc. & Insp. Assistant	2.00	2.00	2.00
Plans Examiner/Inspector	4.00	4.75	4.75
Senior Planner	1.00	1.00	1.00
Planner	-	-	1.00
Zoning Coordinator	1.00	1.00	-
TOTAL CP&D	14.75	15.50	15.50

FINANCE	FY17	FY18	FY19
Finance Director	1.00	1.00	1.00
Asst. Finance Director	1.00	1.00	1.00
Accounting Manager	-	-	-
Accountant	1.00	1.00	1.00
Financial Analyst	1.00	1.00	1.00
Fiscal Technician II	5.50	5.50	3.50
Payroll Specialist	1.00	1.00	1.00
Procurement Officer	1.00	1.00	1.00
Sr. Administrative Assistant	1.00	1.00	1.00
Sr. Fiscal Technician	-	-	2.00
Utility Billing Specialist	1.00	1.00	1.00
TOTAL FINANCE	13.50	13.50	13.50

Full-Time Equivalents - Departmental Breakdown

FIRE DEPARTMENT	FY17	FY18	FY19
Fire Chief	1.00	1.00	1.00
Deputy Fire Chief	-	-	-
Executive Officer	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00
Captain/Training Officer	1.00	1.00	1.00
Emergency Prep. Coordinator	-	-	-
Firefighter/Paramedic	36.00	39.00	39.00
Inspector	0.50	0.50	0.50
Lieutenant	7.00	7.00	7.00
Sr. Administrative Assistant	0.50	-	-
TOTAL FIRE	50.00	52.50	52.50

POLICE DEPARTMENT	FY17	FY18	FY19
Police Chief	1.00	1.00	1.00
Deputy Police Chief	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00
Administrative Services Supervisor	-	1.00	1.00
Assistant to the Police Chief	-	1.00	1.00
Community Service Officer	6.00	6.00	6.00
Community Services Coordinator	1.00	-	-
Crossing Guards ¹	0.00	0.00	4.75
Evidence/Property Technician	1.00	1.00	1.00
Information Technician	2.50	2.50	2.50
Parking Enforcement Officer	2.25	2.25	2.25
Patrol Officer	40.00	43.00	43.00
Police Commander	4.00	3.00	3.00
Police Sergeant	7.00	7.00	7.00
Records Supervisor	1.00	1.00	1.00
Records Technician	2.25	3.25	3.25
Social Worker	1.00	1.00	1.00
Sr. Administrative Assistant	1.00	-	-
Volunteer Program Coordinator	0.25	0.25	0.25
Cadet Program Trainee	-	-	0.50
TOTAL POLICE	73.25	76.25	81.50

¹ FY19 Included Police Department Crossing Guards

Full-Time Equivalents - Departmental Breakdown

PUBLIC WORKS	FY17	FY18	FY19
Public Works Director	1.00	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00
Public Works Supervisor	6.00	6.00	6.00
Administrative Assistant	2.00	2.00	2.50
Assistant to the Public Works Director	1.00	1.00	1.00
Building Maintenance	2.00	2.00	2.00
City Engineer	1.00	1.00	1.00
City Forester	1.00	1.00	1.00
Civil Engineer	1.00	1.00	1.00
Engineering Design Technician	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00
Maintenance Worker	25.00	25.00	25.00
Mechanic	3.00	3.00	3.00
Pump Station Operator	1.00	1.00	1.00
Urban Forester	1.00	1.00	1.00
TOTAL PUBLIC WORKS	48.00	48.00	48.50

TOTAL ALL DEPARTMENTS	204.50	212.25	219.00
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LIBRARY²	FY17	FY18	FY19
Administrative Assistant	2.00	2.00	2.00
Building Maintenance Supervisor	1.00	1.00	1.00
Circulation Manager	1.00	1.00	1.00
Custodial Worker	1.00	1.00	1.00
Children Services Manager	1.00	1.00	1.00
Librarian	12.35	11.85	12.00
Library Assistant	19.58	19.08	19.00
Library Business Office Manager	1.00	1.00	1.00
Library Director	1.00	1.00	1.00
Library Monitor	0.87	0.87	1.00
Library Page	3.85	3.85	3.75
Reader Services Manager	1.00	1.00	1.00
Reference Services Manager	1.00	1.00	1.00
Senior Page	3.00	3.00	3.00
Technical Services Manager	1.00	1.00	1.00
TOTAL LIBRARY	50.65	49.65	49.75

² FY19 Included Library FTE

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General Fund Summary

Description

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

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

The General Fund revenue budget is based upon projected revenues from taxes, fees and other sources. Major sources of revenue in the General Fund include:

- Property Tax – The Corporate Property Tax Levy is the largest source of revenue for the City’s General Fund comprising of 25% of budgeted receipts.
- Sales Tax – Sales Tax is the second largest source of revenue for the City. Sales tax comprises 12% of budgeted receipts.
- State Income Tax – State Income Tax comprises 10% of budgeted General Fund revenues. The City receives a portion of the state income tax receipts on a per-capita basis.

Our 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.

General Fund Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ 9,220,933	\$ 8,796,986	\$ 8,088,080	\$ 8,305,670	\$ 8,145,887
Intergovernmental Taxes	\$ 9,045,451	\$ 7,629,826	\$ 8,392,283	\$ 7,887,445	\$ 7,754,500
Other Local Taxes	\$ 9,596,540	\$ 9,530,969	\$ 9,667,673	\$ 9,574,250	\$ 9,642,050
Licenses and Permits	\$ 2,862,190	\$ 3,078,138	\$ 3,090,379	\$ 3,161,649	\$ 3,154,825
Grant	\$ 129,694	\$ 50,299	\$ 545,000	\$ 565,112	\$ -
Charges for Services	\$ 1,339,748	\$ 1,331,459	\$ 1,369,456	\$ 1,228,954	\$ 1,249,000
Fines and Forfeitures	\$ 713,292	\$ 640,975	\$ 631,006	\$ 552,590	\$ 616,700
Contribution from Other Funds	\$ 1,117,602	\$ 1,287,269	\$ 1,264,964	\$ 1,264,964	\$ 1,294,476
Interest	\$ 19,423	\$ 111,749	\$ 92,854	\$ 117,097	\$ 115,000
Miscellaneous	\$ 2,042,008	\$ 514,002	\$ 330,447	\$ 424,772	\$ 419,650
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 36,086,881	\$ 32,971,672	\$ 33,472,142	\$ 33,082,503	\$ 32,392,088
Less Contributions & Transfers	\$ 34,969,279	\$ 31,684,403	\$ 32,207,178	\$ 31,817,539	\$ 31,097,612

General Fund Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 14,653,613	\$ 14,847,245	\$ 15,747,245	\$ 15,068,854	\$ 16,397,713
Overtime	\$ 878,526	\$ 885,031	\$ 863,292	\$ 925,601	\$ 849,000
Employee Insurance	\$ 3,058,248	\$ 2,722,825	\$ 2,537,046	\$ 2,535,698	\$ 2,716,893
Workers Compensation	\$ 338,834	\$ 223,246	\$ 371,805	\$ 343,717	\$ 225,000
All Other Personnel	\$ 4,114,773	\$ 4,102,238	\$ 4,242,052	\$ 4,237,897	\$ 4,659,737
Contractual Services	\$ 4,286,002	\$ 4,570,319	\$ 5,290,816	\$ 4,839,378	\$ 5,223,065
Commodities	\$ 1,312,749	\$ 1,302,820	\$ 1,611,569	\$ 1,504,170	\$ 1,525,950
Capital Items	\$ 298,756	\$ 607,098	\$ 1,099,032	\$ 1,036,440	\$ 719,201
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ 55,000	\$ 55,000	\$ 200,000
Transfers Out	\$ 952,939	\$ 1,022,971	\$ 2,350,000	\$ 2,350,000	\$ 2,398,242
Total Expenditures	\$ 29,894,440	\$ 30,283,793	\$ 34,167,857	\$ 32,896,754	\$ 34,914,801
Total Less Transfers	\$ 28,941,501	\$ 29,260,822	\$ 31,817,857	\$ 30,546,754	\$ 32,516,559
Surplus (Deficit)	\$ 6,192,441	\$ 2,687,879	\$ (695,715)	\$ 185,749	\$ (2,522,713)
Balance Sheet Accrual Adjustment					
Fund Balance	\$ 16,610,803	\$ 18,542,464	\$ 17,846,750	\$ 18,728,213	\$ 16,205,500

General Fund Revenues

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Note
100		General Fund Revenues						
100	811000	PROPERTY TAX CURRENT	\$ 5,052,783	\$ 4,598,794	\$ 3,634,069	\$ 4,000,000	\$ 3,400,000	
100	811001	ROAD & BRIDGE -CURRENT	\$ 240,806	\$ 231,804	\$ 230,000	\$ 226,250	\$ 227,000	
100	811002	PROP TAX REV -POLICE	\$ 2,005,180	\$ 2,039,299	\$ 2,219,577	\$ 2,130,010	\$ 2,319,112	
100	811003	PROPERTY TAX REV - FIRE	\$ 1,825,520	\$ 1,841,905	\$ 1,933,098	\$ 1,884,592	\$ 2,131,775	
100	812000	PROPERTY TAX PRIOR	\$ 96,643	\$ 85,183	\$ 71,336	\$ 64,818	\$ 68,000	
100	814000	MUNICIPAL TELECOMM TAX	\$ 1,411,667	\$ 1,249,205	\$ 1,384,360	\$ 1,244,000	\$ 1,240,000	
100	814100	CABLE TV & VIDEO FRANCHISE TAX	\$ 648,990	\$ 528,774	\$ 655,326	\$ 703,260	\$ 708,000	
100	814150	PEG FEES	\$ 35,971	\$ 45,566	\$ 25,000	\$ 53,600	\$ 34,000	
100	814200	PACKAGE LIQUOR TAX	\$ 447,210	\$ 468,715	\$ 465,990	\$ 460,000	\$ 465,000	
100	814300	PROPERTY TRANSFER TAX	\$ 916,523	\$ 783,966	\$ 793,776	\$ 740,000	\$ 750,000	
100	814301	EXEMPT PROPERTY TRANSFER	\$ 12,725	\$ 12,100	\$ 12,483	\$ 12,519	\$ 12,300	
100	814400	FOOD & BEVERAGE TAX	\$ 703,417	\$ 760,371	\$ 719,610	\$ 775,000	\$ 790,000	
100	815000	SALES TAX	\$ 3,747,638	\$ 3,710,175	\$ 3,785,480	\$ 3,731,250	\$ 3,731,250	Based on Illinois Municipal League Estimates as of January 2018
100	815001	SPECIAL SALES TAX	\$ 15,783	\$ 16,299	\$ 16,724	\$ 16,390	\$ 16,500	Based on Illinois Municipal League Estimates as of January 2018
100	815100	HOME-RULE SALES TAX	\$ 1,635,639	\$ 1,665,104	\$ 1,636,169	\$ 1,604,152	\$ 1,613,000	Based on Illinois Municipal League Estimates as of January 2018
100	815200	USE TAX	\$ 865,188	\$ 924,124	\$ 930,487	\$ 948,750	\$ 986,250	Based on Illinois Municipal League Estimates as of January 2018
100	815500	GASOLINE TAX	\$ 465,447	\$ 460,348	\$ 460,190	\$ 460,190	\$ 460,000	
100	817000	UTILITY TAX - GAS	\$ 456,368	\$ 528,524	\$ 461,551	\$ 505,397	\$ 515,000	
100	817001	UTILITY TAX-ELECTRIC	\$ 1,253,312	\$ 1,319,895	\$ 1,350,000	\$ 1,276,000	\$ 1,283,000	
100	817010	UTILITY TAX-WATER	\$ 467,802	\$ 501,895	\$ 485,000	\$ 501,206	\$ 500,000	
100	817500	NATURAL GAS USAGE TAX	\$ 125,945	\$ 126,430	\$ 131,197	\$ 133,976	\$ 129,000	
100	818500	PARKING GARAGE TAX	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	
100	818900	TELECOMM FRANCHISE FEE	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525	
100	820100	VEHICLE LICENSE	\$ 1,219,334	\$ 1,219,286	\$ 1,220,000	\$ 1,221,506	\$ 1,223,000	
100	820200	ANIMAL LICENSE	\$ 30,150	\$ 35,925	\$ 30,257	\$ 28,626	\$ 31,000	
100	820300	BUSINESS LICENSE	\$ 252,733	\$ 248,585	\$ 250,000	\$ 255,000	\$ 260,000	
100	820400	LIQUOR LICENSE	\$ 114,800	\$ 130,875	\$ 127,000	\$ 128,381	\$ 130,000	
100	820600	MASSAGE LICENSE	\$ 1,400	\$ 1,225	\$ 500	\$ 1,232	\$ 1,000	
100	820800	OUTDOOR CAFE LICENSE	\$ 3,035	\$ 2,140	\$ 3,000	\$ 3,000	\$ 2,800	
100	820900	OVERSIZED VEHICLE PERMITS	\$ 6,000	\$ 6,995	\$ 5,500	\$ 23,379	\$ 6,500	
100	825000	BUILDING PERMITS	\$ 1,234,213	\$ 1,432,582	\$ 1,453,597	\$ 1,500,000	\$ 1,500,000	
100	831000	STATE INCOME TAX	\$ 4,505,560	\$ 3,031,566	\$ 3,785,480	\$ 3,375,000	\$ 3,233,250	Based on Illinois Municipal League Estimates as of January 2018
100	831500	PERS PROP REPLACE TAX	\$ 279,097	\$ 374,930	\$ 313,433	\$ 281,375	\$ 280,000	
100	831501	PERS PROP REPL TX -POL	\$ 23,854	\$ 26,404	\$ 23,966	\$ 19,815	\$ 25,000	
100	831502	PERS PROP REPL TX-FIRE	\$ 23,854	\$ 26,404	\$ 23,734	\$ 19,815	\$ 25,000	
100	832700	GRANT INCOME-POLICE	\$ 7,500	\$ 5,800	\$ -	\$ -	\$ -	
100	832801	GRANT INCOME-FIRE OT	\$ 482	\$ -	\$ -	\$ -	\$ -	
100	832900	FEDERAL GRANTS	\$ 121,316	\$ 44,255	\$ 545,000	\$ 536,266	\$ -	
100	833000	STATE GRANTS	\$ 396	\$ 244	\$ -	\$ 28,846	\$ -	

General Fund Revenues

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Note
100	836300	SERVICE TO OTHER AGENCY	\$ 254,657	\$ 214,770	\$ 252,000	\$ 233,946	\$ 235,000	
100	842200	AMBULANCE SERVICE CHARGE	\$ 914,886	\$ 871,197	\$ 905,000	\$ 785,000	\$ 800,000	
100	843800	PRIVATE PROPERTY TREE REVENUE	\$ 11,405	\$ 36,222	\$ 20,765	\$ 20,765	\$ 23,000	
100	843801	50/50 & BUILDER TREE REVENUE	\$ 13,950	\$ 33,500	\$ 28,000	\$ 24,541	\$ 24,000	
100	845000	ALARM REGISTRATION	\$ 32,960	\$ 33,570	\$ 31,172	\$ 34,630	\$ 33,000	
100	848000	ELEVATOR INSPECTIONS	\$ 14,760	\$ 47,040	\$ 40,000	\$ 35,612	\$ 38,000	
100	851000	POLICE PENALTY	\$ 245,926	\$ 212,511	\$ 200,000	\$ 144,317	\$ 201,000	
100	851001	POLICE PENALTY-ADJUDICATION	\$ 18,723	\$ 23,033	\$ 19,038	\$ 15,309	\$ 16,000	
100	851500	COURT FINES	\$ 147,686	\$ 166,106	\$ 156,325	\$ 150,022	\$ 158,000	
100	851700	RED LIGHT FINES	\$ 251,720	\$ 190,520	\$ 215,000	\$ 193,273	\$ 192,000	
100	851800	ADMIN TOW FINES	\$ 14,500	\$ 14,000	\$ 10,000	\$ 13,357	\$ 14,000	
100	852000	POLICE ALARM FINES	\$ 8,860	\$ 3,045	\$ 4,000	\$ 4,312	\$ 3,700	
100	853005	MUNICIPAL CODE ADJUDICATION	\$ 25,878	\$ 31,760	\$ 26,643	\$ 32,000	\$ 32,000	
100	872000	INTEREST ON INVESTMENTS	\$ 19,423	\$ 111,749	\$ 92,854	\$ 117,097	\$ 115,000	
100	873000	RENT INCOME	\$ 97,130	\$ 95,160	\$ 92,519	\$ 94,460	\$ 96,000	
100	874000	SALE OF PROPERTY	\$ 1,729,085	\$ 769	\$ -	\$ 11,044	\$ -	
100	875020	CONTRIBUTION-FARMERS MARKET	\$ -	\$ -	\$ -	\$ -	\$ 20,150	
100	876500	ADMINISTRATIVE FEES	\$ 255	\$ -	\$ -	\$ -	\$ -	
100	877000	MISCELLANEOUS	\$ 21,771	\$ 12,240	\$ 5,000	\$ 10,319	\$ 11,000	
100	877001	MISC CITY CLERK	\$ 4,315	\$ 8,584	\$ 5,308	\$ 6,851	\$ 4,700	
100	877002	MISC POLICE	\$ 11,625	\$ 10,817	\$ 13,000	\$ 17,551	\$ 17,000	
100	877003	MISC FIRE	\$ 28,818	\$ 18,203	\$ 1,500	\$ 9,606	\$ 10,000	
100	877004	MISC ZONING	\$ 9,195	\$ 11,875	\$ 9,589	\$ 8,993	\$ 10,000	
100	877005	MISC STREET	\$ 118,949	\$ 320,250	\$ 201,224	\$ 253,690	\$ 254,000	Illinois Department of Transportation Intergovernmental Agreement-Maintenance of Municipal Streets
100	877006	RETURNED CHECK CHARGE	\$ 225	\$ 480	\$ -	\$ 222	\$ -	
100	877007	PROMOTIONAL ITEMS REV	\$ 6,050	\$ 4,900	\$ 5,202	\$ 1,615	\$ 1,500	
100	877010	MISC OVER/UNDER	\$ 135	\$ (7)	\$ -	\$ (111)	\$ -	
100	877015	DAMAGE TO CITY PROPERTY	\$ 4,003	\$ 18,029	\$ -	\$ 19,532	\$ -	
100	877016	MISC PUBLIC WORKS	\$ 3,829	\$ 23	\$ 2,000	\$ 264	\$ 300	
100	877023	SPECIAL EVENTS	\$ 36,990	\$ 37,511	\$ 40,124	\$ 24,241	\$ 30,000	
100	877400	RECOVERY OF BAD DEBTS	\$ -	\$ 705	\$ -	\$ -	\$ -	
100	877500	COLLECTION AGENCY-MISC	\$ (10,931)	\$ 712	\$ -	\$ 69	\$ -	
100	877501	COLLECTION AGENCY - PAM	\$ 25,163	\$ 20,154	\$ 16,000	\$ 16,000	\$ 15,000	
100	877502	COLLECTION AGENCY-RED SPEED	\$ 12,804	\$ 11,976	\$ 11,500	\$ 11,500	\$ 12,000	
100	877503	COLLECTION AGENCY - IDROP	\$ 39,726	\$ 36,779	\$ 20,000	\$ 33,386	\$ 34,000	
100	880600	CONTRIBUTION FRM ENTPRSE	\$ 1,117,602	\$ 1,287,269	\$ 1,264,964	\$ 1,264,964	\$ 1,294,476	Water Fund: \$995K; Sewer Fund: \$237K; Parking Fund: \$63K
General Fund Revenues Total			\$ 36,086,881	\$ 32,971,672	\$ 33,472,142	\$ 33,082,503	\$ 32,392,088	



Administrative Services Department

Description

The Administrative Services Department is under the direction of the City Manager. The City Manager leads the Strategic Vision of the City through oversight of the operations of all City departments, and is responsible for the management of all governmental operations. Divisions within Administrative Services include Human Resources, Legal, and Legislative.

Prior Year's Goals Status

Short-term complex

1. Improve technological infrastructure at City Hall/ enhance technology in all departments
 - a. Implement and expand use of online technology
 - b. Move toward a digital office
 - c. Implement applicant tracking software in HR

Status: EnergGov Project initiated and progressing (CP&D), Customer self-service (on-line bill pay) live (finance), desktop infrastructure upgrades ongoing (IT), Council Chambers A/V upgrades complete (Granicus live-streaming, PEG channel)

2. Address Human Resources & Organizational Development Needs
 - a. Develop bench strength
 - b. Succession planning
 - c. Conduct professionally administered compensation study/compression
 - d. Develop path to improve morale
 - e. Reduce employee turnover
 - f. Address compensation and compression needs in public safety and other departments

Status: Compensation Study complete (HR), Wellness program initiated (HR), Police recruiting initiatives underway (Cadet and lateral options), Building Life Safety and Police Space needs Study complete, Employee appreciation luncheon

Short-term routine

1. Continue to emphasize financial stability and fiscal management
 - a. Within realm of community as a whole (beyond stormwater management needs)
 - b. Continue to improve financial strength and improve bond credit rating
 - c. Forecast funding needs of the City's internal service funds that have been depleted since 2008

Status: Fund balances at record highs, Levy reductions in 2016 and 2017, infrastructure spending at appropriate levels, Internal Service Fund forecasts complete and being properly funded.

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SO OUR COMMUNITY REMAINS A WONDERFUL PLACE TO LIVE AND WORK.

2. Improve external customer service to residents

Status: See STC1 Status (Customer self-service, Granicus, PEG channel), Enhanced Nixle notification system

3. Work to take a broader view of problem solving and alternatives
 - a. Explore/consider actions that include breaking silos, and traditional problem solving
 - b. Work to improve Council rapport and stability

Status: Council/staff trust and rapport have improved to a more collaborative relationship, CP&D department structure modified to improve efficiency,

Long-term complex

1. Improve technology according to our long term/IT plan
 - a. Move to a paperless HR recordkeeping system from recruitment to day-to-day, benefits, performance evaluation

Status: see STC1 update

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future
 - a. Be willing to break or flex the model on how to serve the community
 - b. Solidify a collaborative council - staff relationship – achieve more through cultural shift!

Status: see STC2 update

2. Increase/enhance our financial stability - reduce TIF debt - prepare for any adverse impacts or changes due to State of Illinois factors

Status: see STR1 update. Uptown TIF fund balance at record high, TIF able to cover 90% of debt obligation without 2017 levy support, General Fund balance includes reserve for 75% of LGDF funding

Proposed Goals/Strategic Initiatives

Short-term complex

1. Improve technological infrastructure at City Hall/ enhance technology in all departments
 - a. Implement and expand use of online technology
 - b. Move toward a digital office
2. Address Human Resources & Organizational Development Needs
 - a. Develop bench strength
 - b. Succession planning
 - c. Develop path to improve morale/Reduce employee turnover
 - i. Implement components of the professionally administered compensation study
 - ii. Implement components of the professionally administered life safety/police space study
3. Implement automated water meter read and improved tech-based system (Water Fund)

Short-term routine

1. Continue to emphasize financial stability and fiscal management
 - a. Within realm of community as a whole (beyond stormwater management needs)
 - b. Continue to improve financial strength and improve bond credit rating

- c. Forecast funding needs of the City’s internal service funds that have been depleted since 2008
- 2. Improve external customer service to residents
- 3. Conduct/develop succession planning analysis/program in departments
 - a. Undertake employee retention and motivation enhancements

Long-term complex

- 1. Improve technology according to our long term/IT plan
 - a. Move to a paperless HR recordkeeping system from recruitment to day-to-day, benefits, performance evaluation
- 2. Commit to exploring and then confirming our overall economic development strategy and policies—
 - a. Explore professional position to represent the city, explore hiring an economic development officer; adjust our business model
 - b. Install a business recruitment & retention program as part of our broader economic development strategy

Long-term routine

- 1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future
 - a. Be willing to break or flex the model on how to serve the community
 - b. Solidify a collaborative council - staff relationship – achieve more through cultural shift!
- 2. Increase/enhance our financial stability - reduce TIF debt - prepare for any adverse impacts or changes due to State of Illinois factors
- 3. Strengthen our identity, uniqueness, branding and gateways –
 - a. Create a brand/signage improvements to enhance awareness that you “now are in Park Ridge”
- 4. Improve/resurface/reconstruct alleys in town and improve gravel alleys

Noteworthy changes in FY19 budget assumptions, modeling and personnel

Headcount changes

Administrative department increase from 6.5 to 7.5 FTE for Administrative Services Manager. Increase organizations HR support and coverage relative to existing operations and strategic goals, serve as Acting CM as needed -- STC2, STR3, LTR1

***headcount justification memo to be distributed before Admin Budget Workshop session*

Expand City-wide fleet management initiative – included \$10,000

Improve accountability, efficiency and custody of fleet – STC1, STR3, LTC1

City Branding initiative – included \$35,000 // City gateway signage – included \$21,000

Improve brand awareness and visibility – LTC2, LTR3

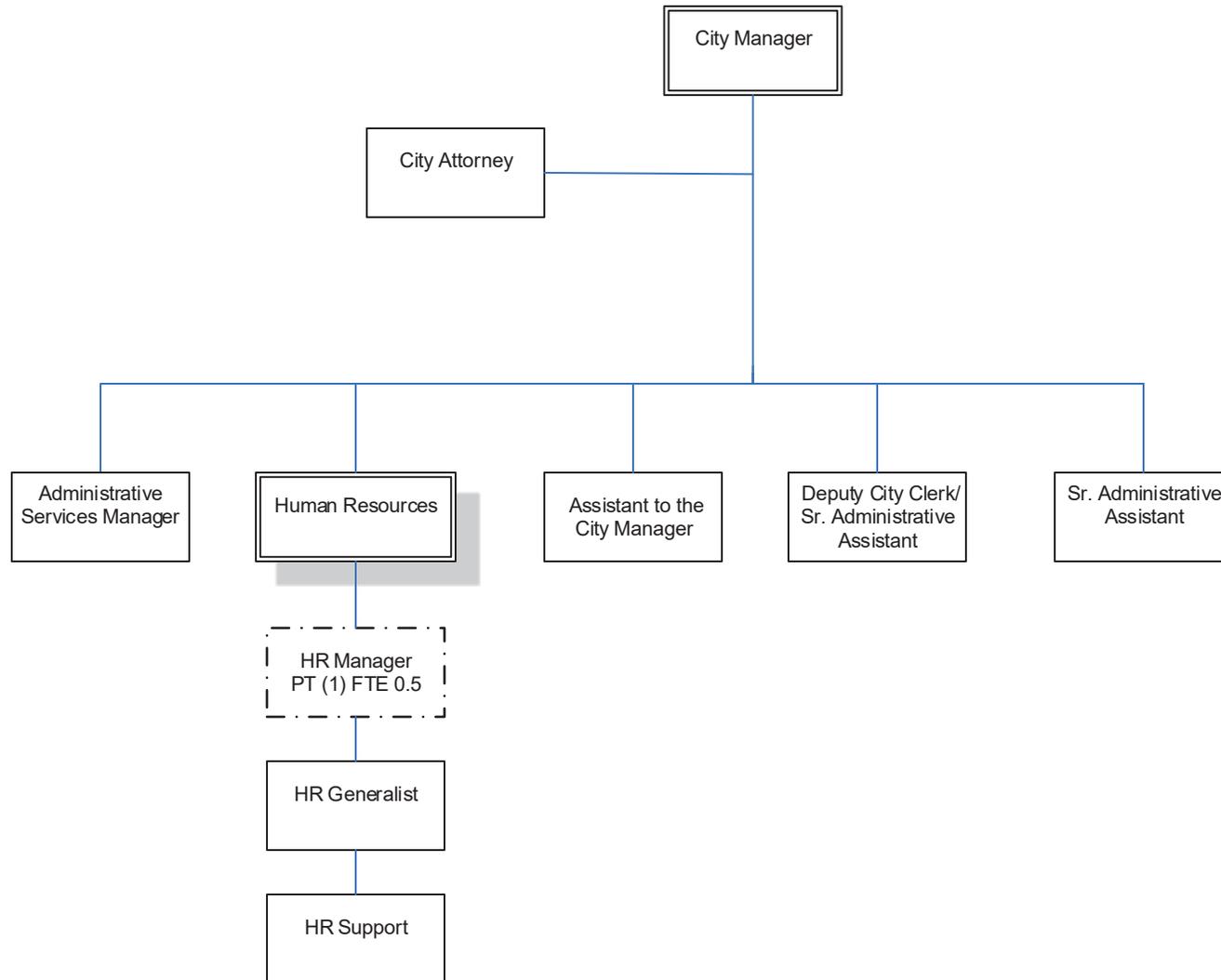
Enhanced employee wellness program – included \$12,000

Provide employee benefit, proactively assist employees in maintaining a healthy lifestyle, potentially reduce healthcare costs – STC2, STR1, STR3, LTR1

Enhanced training (harassment/ethics/supervisory) and tuition reimbursement – increased \$27,500

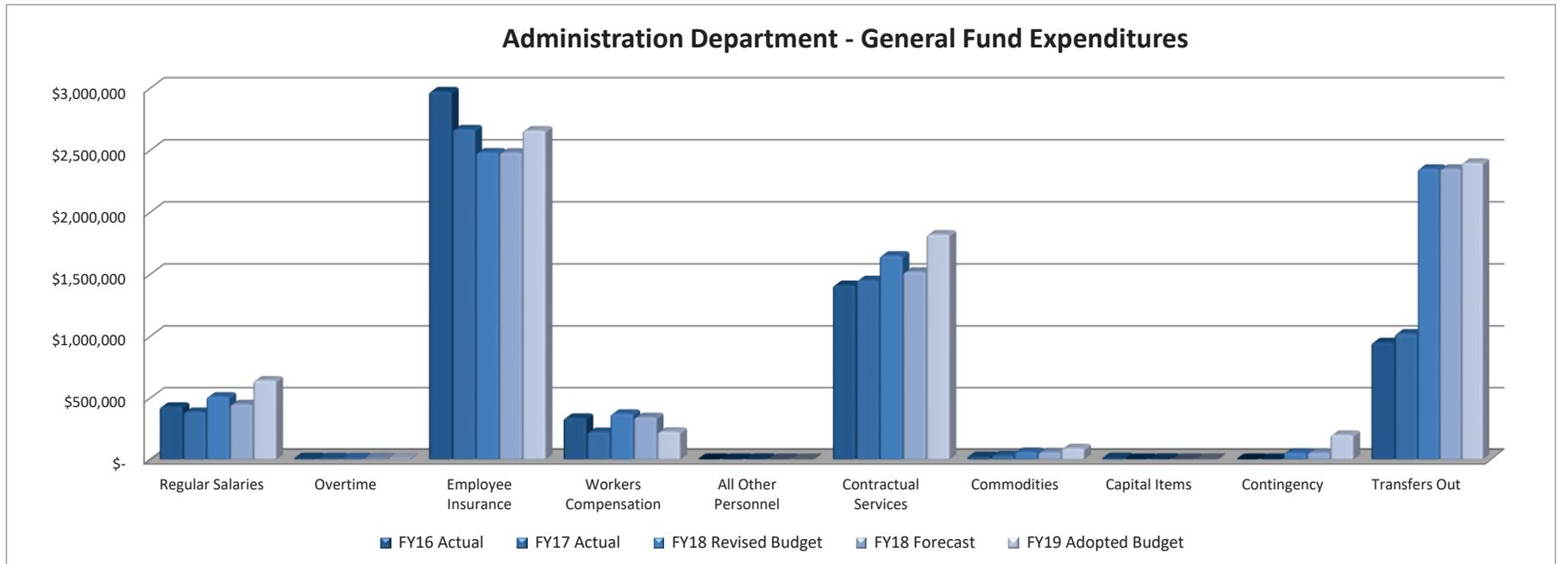
Improve training opportunities, increase employee skills and job proficiencies, reduce organization liability exposure – STC2, STR1, STR3, LTR1

Administrative Services Department



Administration Department - General Fund Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 429,435	\$ 386,569	\$ 512,004	\$ 449,595	\$ 644,002
Overtime	\$ 10,537	\$ 9,342	\$ 8,500	\$ 8,500	\$ 9,000
Employee Insurance	\$ 2,974,311	\$ 2,668,554	\$ 2,481,797	\$ 2,480,718	\$ 2,658,893
Workers Compensation	\$ 338,834	\$ 223,246	\$ 371,805	\$ 343,717	\$ 225,000
All Other Personnel	\$ -	\$ -	\$ 750	\$ -	\$ -
Contractual Services	\$ 1,413,984	\$ 1,452,754	\$ 1,650,575	\$ 1,520,361	\$ 1,821,135
Commodities	\$ 23,248	\$ 30,930	\$ 60,334	\$ 58,047	\$ 90,100
Capital Items	\$ 10,493	\$ -	\$ 1,000	\$ 614	\$ 500
Contingency	\$ -	\$ -	\$ 55,000	\$ 55,000	\$ 200,000
Transfers Out	\$ 952,939	\$ 1,022,971	\$ 2,350,000	\$ 2,350,000	\$ 2,398,242
Total Expenditures	\$ 6,153,781	\$ 5,794,364	\$ 7,491,765	\$ 7,266,552	\$ 8,046,872
Total Less Transfers	\$ 5,200,842	\$ 4,771,394	\$ 5,141,765	\$ 4,916,552	\$ 5,648,630



Administration Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1001011		Legislative						
1001011	910000	REGULAR SALARIES	\$ 27,113	\$ 28,100	\$ 29,400	\$ 27,114	\$ 29,400	
1001011	943700	TRAINING	\$ 610	\$ 860	\$ 1,500	\$ 1,340	\$ 1,500	
1001011	947400	MEMBERSHIP DUES	\$ 20,802	\$ 20,005	\$ 22,050	\$ 22,050	\$ 22,000	Northwest Municipal Conference: \$19k, Sister Cities \$600, City Clerks Association Event: \$300
1001011	948500	GENERAL CONTRACTUAL SERV	\$ 334	\$ -	\$ 1,000	\$ 450	\$ 500	
1001011	952000	MATERIALS	\$ 1,861	\$ 1,916	\$ 2,000	\$ 2,000	\$ 3,500	FY19: \$1,500 for volunteer appreciation event
	Total	Legislative	\$ 50,720	\$ 50,881	\$ 55,950	\$ 52,954	\$ 56,900	
1001021		City Administration						
1001021	910000	REGULAR SALARIES	\$ 289,182	\$ 233,448	\$ 319,332	\$ 306,342	\$ 437,345	Hire Administrative Services Manger: \$105K; Merit Pool/Adjustments
1001021	915200	OVERTIME	\$ 9,289	\$ 9,342	\$ 8,500	\$ 8,500	\$ 9,000	
1001021	943700	TRAINING	\$ 1,187	\$ 812	\$ 2,000	\$ 1,000	\$ 2,000	
1001021	947400	MEMBERSHIP DUES	\$ 4,373	\$ 3,220	\$ 4,000	\$ 6,893	\$ 3,600	Illinois Municipal League: \$2500, Chamber of Commerce: \$600, City Clerk Misc. \$500
1001021	947500	LEGAL NOTICES AND ADS	\$ 2,398	\$ 1,155	\$ 3,000	\$ 1,155	\$ 1,500	
1001021	948500	GENERAL CONTRACTUAL SERV	\$ 10,155	\$ 15,125	\$ 33,200	\$ 27,790	\$ 79,900	City Branding Initiative: \$35K; Quarterly Spokesman printing: \$15k, Municipal/Zoning Code updates: \$8,500, Fleet management initiative: \$16K; Miscellaneous: \$5K
1001021	949300	TRANSFER OUT	\$ 952,939	\$ 1,022,971	\$ 2,350,000	\$ 2,350,000	\$ 2,398,242	Motor Equipment Replacement Fund: \$1.3M; E-911: \$893K, Information Technology Replacement Fund: \$200K
1001021	949500	CONTINGENCY	\$ -	\$ -	\$ 55,000	\$ 55,000	\$ 200,000	
1001021	952000	MATERIALS	\$ 14,176	\$ 20,748	\$ 33,000	\$ 29,911	\$ 38,600	Copier: \$15K, Plotter/Supplies: \$12K; Fleet Management Supplies: \$8K; Office Furniture: \$3K
1001021	996300	BUILDING REPAIRS	\$ -	\$ -	\$ -	\$ -	\$ 1,093,000	City Hall Life Safety/Police Space implementation
1001021	996302	911 MEMORIAL	\$ 10,493	\$ -	\$ 1,000	\$ 614	\$ 500	
	Total	City Administration	\$ 1,294,193	\$ 1,306,819	\$ 2,809,032	\$ 2,787,205	\$ 4,263,687	
1001022		Legal Counsel						
1001022	942500	GENERAL COUNSEL	\$ 222,882	\$ 236,596	\$ 250,000	\$ 184,470	\$ 200,000	Ancel Glink: \$140K retainer; Unexpected legal contingencies
1001022	942501	SPECIAL COUNSEL-ADJUDICATION	\$ 35,416	\$ 33,689	\$ 39,675	\$ 34,000	\$ 38,000	Prosecutor/Adjudicator
1001022	942502	SPECIAL COUNSEL-LABOR	\$ 88,153	\$ 64,196	\$ 75,000	\$ 75,000	\$ 75,000	Labor contract negotiations. Personnel legal related expenses. Two union negotiations in FY19 (International Association of Firefighters Local 2697/Teamsters Local 700)
	Total	Legal Counsel	\$ 346,451	\$ 334,481	\$ 364,675	\$ 293,470	\$ 313,000	

Administration Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1001024		Human Resources						
1001024	910000	REGULAR SALARIES	\$ 99,624	\$ 125,021	\$ 163,272	\$ 116,139	\$ 177,257	
1001024	915000	EXTRA HELP	\$ -	\$ -	\$ 750	\$ -	\$ -	
1001024	915200	OVERTIME	\$ 1,248	\$ -	\$ -	\$ -	\$ -	
1001024	921000	EMP BNFTS-PPO	\$ 2,061,041	\$ 1,841,921	\$ 1,587,256	\$ 1,587,256	\$ 1,694,110	
1001024	921001	EMP BNFTS-HMO	\$ 714,162	\$ 662,719	\$ 713,434	\$ 713,434	\$ 762,072	
1001024	921002	EMP BNFTS-LIFE	\$ 30,400	\$ 15,818	\$ 15,132	\$ 15,132	\$ 17,508	
1001024	921004	UNEMPLOYMENT	\$ 11,165	\$ 4,179	\$ 11,000	\$ 9,921	\$ 15,000	
1001024	921005	EMP BNFTS-DENTAL	\$ 157,543	\$ 143,917	\$ 154,975	\$ 154,975	\$ 157,988	
1001024	921009	EMP BNFTS-PROGRAMMING	\$ -	\$ -	\$ -	\$ -	\$ 12,215	Wellness flexible spending and other employee benefit programs
1001024	921099	WORKERS COMP	\$ 338,834	\$ 223,246	\$ 371,805	\$ 343,717	\$ 225,000	
1001024	942700	MEDICAL EXAMS	\$ 22,428	\$ 19,363	\$ 34,000	\$ 34,000	\$ 30,000	Medical exams for patrol officer vacancies: \$1,100/officer
1001024	943100	RECRUITING AND TESTING	\$ 13,950	\$ 19,031	\$ 25,000	\$ 25,000	\$ 40,000	Fire Department tests: Battalion Chiefs and Lieutenants; Assessment center; Patrol officer psychological and polygraph exams; City-wide recruitment
1001024	943700	TRAINING	\$ 2,789	\$ 2,408	\$ 5,000	\$ 5,000	\$ 5,000	Illinois Public Employee Labor Relations Association Conference; Human Resource (H.R.) labor law seminars/training
1001024	943701	CITY-WIDE TRAINING	\$ -	\$ 675	\$ 5,000	\$ 5,000	\$ 32,500	Computerized harassment/ethics training program; supervisory training; tuition reimbursement program: \$25K
1001024	947400	MEMBERSHIP DUES	\$ 990	\$ 1,283	\$ 2,000	\$ 2,000	\$ 2,000	H.R. membership dues; renewals for three employees
1001024	948500	GENERAL CONTRACTUAL SERV	\$ 508	\$ 300	\$ 40,000	\$ 38,000	\$ -	
1001024	952000	MATERIALS	\$ 3,232	\$ 4,550	\$ 7,500	\$ 8,302	\$ 10,000	supplies; luncheons
		Total Human Resources	\$ 3,457,913	\$ 3,064,430	\$ 3,136,124	\$ 3,057,876	\$ 3,180,650	
1001025		Information Technology						
1001025	910000	REGULAR SALARIES	\$ 13,516	\$ -	\$ -	\$ -	\$ -	AT&T circuit and alarms: \$64K; Wide Open West (WOW): \$48K; Verizon: \$25K/I-Pad Wi-Fi: \$5K; Misc. Vendors \$5K; Equipment: \$2K. FY19 Increase attributed to reclassification of the following from the telecommunication account: WOW: \$23K, AT&T: \$3K, Central Management Services: \$3K
1001025	940100	TELECOMMUNICATIONS	\$ 117,492	\$ 127,445	\$ 138,000	\$ 129,063	\$ 177,000	
1001025	943700	TRAINING	\$ (700)	\$ -	\$ -	\$ -	\$ -	Prescient: \$272,850; Granicus: \$8K; \$4K Miscellaneous Vendors. FY19 Decrease attributed to reclassification of the following to telecommunication account: WOW: \$23K, AT&T: \$3K, Central Management Services: \$3K
1001025	948500	GENERAL CONTRACTUAL SERV	\$ 257,971	\$ 305,877	\$ 314,050	\$ 314,050	\$ 285,000	FY19 Increase attributed to CDW Microsoft Licensing reclassified from I.T. Tech Replacement Fund to General Fund I.T. Operations: \$60K; SHI Virtual Infrastructure: \$17K; Solar Winds: \$12,100; American Eagle: \$4,900
1001025	948514	SOFTWARE SUPPORT & LICENSING	\$ 42,866	\$ 36,335	\$ 41,600	\$ 34,600	\$ 94,000	
1001025	952000	MATERIALS	\$ 3,978	\$ 3,717	\$ 17,834	\$ 17,834	\$ 17,000	Hardware components; Computer Equipment; Network Equipment
		Total Information Technology	\$ 435,123	\$ 473,373	\$ 511,484	\$ 495,547	\$ 573,000	

Administration Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1001027		<u>Economic Development</u>						
								District #64 New Property: \$375K (subject to change per TIF revenue x 13.46%); Dempster TIF \$200k; Economic Development Recruitment/Development Plan: \$45k; Arcade Lease (McLennan Property Mgmt.) reclassified from C.P.&D. General Fund Budget: \$20K
1001027	948500	GENERAL CONTRACTUAL SERV	\$ 561,350	\$ 560,000	\$ 610,000	\$ 575,000	\$ 640,000	
1001027	952000	MATERIALS	\$ -	\$ -	\$ -	\$ -	\$ 21,000	Branding of signs and City Gateway Signage
	Total	Economic Development	\$ 561,350	\$ 560,000	\$ 610,000	\$ 575,000	\$ 661,000	
1001041		<u>Community Support</u>						
1001041	948600	YOUTH SERVICES	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	
1001041	948800	HISTORICAL SERVICES	\$ 4,032	\$ 380	\$ 500	\$ 500	\$ 500	
1001041	948801	CULTURAL ARTS	\$ -	\$ -	\$ -	\$ -	\$ 1,500	Service Sanitation Rental: \$1,500
1001041	948804	FARMER'S MARKET	\$ -	\$ -	\$ -	\$ -	\$ 22,200	FY19-Farmers Market Budget incorporated in City Budget
								Bike Parking (Phase-In): \$22k; Dedicated Bike Lanes: \$20K; Bike/Parking Lanes: \$15K;
1001041	948805	BIKE TASK FORCE	\$ -	\$ -	\$ -	\$ -	\$ 63,435	Wayfinding Signage: \$6K
	Total	Community Support	\$ 8,032	\$ 4,380	\$ 4,500	\$ 4,500	\$ 91,635	
Administration Expenditures Total			\$ 6,153,781	\$ 5,794,364	\$ 7,491,765	\$ 7,266,552	\$ 9,139,872	

Administration Department - Salary Detail

Job title	Home Department Code	FY18 Base Amount (Annual)	Weekly Hours	FT/PT	SS 6.20%	Medicare 1.45%	IMRF 9.09%	Life 0.092%	Total
ATOMGR - Assistant to City Manager	111021 - City Administration	\$ 53,963	37.5	Full-Time	\$ 3,429	\$ 802	\$ 5,028	\$ 51	\$ 64,622
CITYMGR - City Manager	111021 - City Administration	\$ 171,000	37.5	Full-Time	\$ 10,920	\$ 2,554	\$ 16,010	\$ 162	\$ 205,776
SRASST - Senior Administrative Asst	111021 - City Administration	\$ 43,148	37.5	Full-Time	\$ 2,742	\$ 641	\$ 4,020	\$ 41	\$ 51,671
DEPCLERK-SRASST - Deputy Clerk-Senior Administrative Asst	111021 - City Administration	\$ 53,237	37.5	Full-Time	\$ 3,383	\$ 791	\$ 4,960	\$ 50	\$ 63,753
H.R. Support	111024 - Human Resources	\$ 50,000	37.5	Full-Time	\$ 3,178	\$ 743	\$ 4,659	\$ 47	\$ 59,876
HRGEN - HR Generalist	111024 - Human Resources	\$ 59,740	37.5	Full-Time	\$ 3,796	\$ 888	\$ 5,566	\$ 56	\$ 71,540
HRMGR - HR Manager	111024 - Human Resources	\$ 53,560	20	Part-Time	\$ 3,404	\$ 796	\$ -	\$ -	\$ 59,099
CLERK - City Clerk	141011 - Legislation	\$ 9,000	10	Part-Time	\$ 558	\$ 131	\$ -	\$ -	\$ 9,689
ALD - Alderman	141011 - Legislation	\$ 1,200	10	Part-Time	\$ 74	\$ 17	\$ -	\$ -	\$ 1,292
MAYOR - Mayor	141011 - Legislation	\$ 12,000	10	Part-Time	\$ 744	\$ 174	\$ -	\$ -	\$ 12,918
ALD - Alderman	141011 - Legislation	\$ 1,200	10	Part-Time	\$ 74	\$ 17	\$ -	\$ -	\$ 1,292
ALD - Alderman	141011 - Legislation	\$ 1,200	10	Part-Time	\$ 74	\$ 17	\$ -	\$ -	\$ 1,292
ALD - Alderman	141011 - Legislation	\$ 1,200	10	Part-Time	\$ 74	\$ 17	\$ -	\$ -	\$ 1,292
ALD - Alderman	141011 - Legislation	\$ 1,200	10	Part-Time	\$ 74	\$ 17	\$ -	\$ -	\$ 1,292
ALD - Alderman	141011 - Legislation	\$ 1,200	10	Part-Time	\$ 74	\$ 17	\$ -	\$ -	\$ 1,292
ALD - Alderman	141011 - Legislation	\$ 1,200	10	Part-Time	\$ 74	\$ 17	\$ -	\$ -	\$ 1,292
		\$ 514,048			\$ 32,675	\$ 7,642	\$ 40,243	\$ 407	\$ 607,986
	Merit Pool/Union Contracts/Adjustments	\$ 24,955							
	Personnel Increase	\$ 105,000							
		<u>\$ 644,003</u>							

Personnel Change	
Administrative Services Manager (1.0 FTE)	\$ 105,000
Total	\$ 105,000



Community Preservation & Development Department

Description

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

Key Metrics

<i>Measurable Statistics</i>	2017	2016	2015
Permit Applications	2,696	2,792	2,858
Permits Issued	2,314	2,300	2,377
Building Inspections	8,548	6,569	8,061
Plan Reviews	7,443	8,640	6,393
Health Inspections	732	712	695
Property Inspections	105	151	NA
Nuisance Inspections	760	1,388	NA
P&Z Cases	16	28	121*
ZBA Cases	4	13	8
Appearance Comm Cases	78	89	NA
Property Transfers	1,255	1,313	1,208
Business Licenses Issued	1,481	1,492	1,473

* Includes P&Z and Appearance Commission cases

For 2017 key metrics included the following:

1. Average time for building permit approval for various categories of permits, e.g. single-family home. The average (mean) time per permit approval was: 1st Qtr FY - 9.35 calendar days; 2 Qtr FY – 9.46 calendar days; 3rd Qtr FY – 8.90 calendar days. These data based on a random sample of 39, 39 and 33 permits per quarter. Also note that for the 3rd Qtr the median review time was six working days.

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SO OUR COMMUNITY REMAINS A WONDERFUL PLACE TO LIVE AND WORK.

2. Total number of inspections per overtime hour by inspectors. Overtime pay, rather than hours was looked at. Building inspectors were paid \$4,996 in overtime through first three quarters of the fiscal year and completed a total of 8,061 inspections. The City thus paid \$1.61 in overtime per building inspection.
3. Average number of days from land use application, e.g. zoning variance, to public hearing and to final determination: 82 days (based on sample of five cases).

Prior Year's Goals Status

Short-term complex

1. Examine expanding/clarifying role of economic development

Status: CP&D initiated an economic development program in 2017. Related efforts included: revising a guide for new businesses, initiating meetings with prospective businesses whereby all building, health and planning staff could answer questions and provide guidance on potential pitfalls in approval processes; researching formats for a new economic development webpage (currently being built by City's webpage contractor); soliciting quotes for various economic development and related research efforts; elimination of overly burdensome permit requirements.

2. Improve technological infrastructure at City Hall/ enhance technology in all departments
 - a. Explore building function, permitting technology
 - b. Move toward a digital office – replace building, planning and development software that integrates with finance

Status: Signed contract with Tyler Technologies for new EnerGov software (March); three-day consultant visit for project kick-off (May); installation of software and resolving GIS compatibility issues (Jul-Oct); three-day consultant visit for software build-out (Dec); three-day conference call sessions for software build-out (Feb, Mar and Apr).

Short-term routine

1. Improve external customer service to residents

Status: Eliminated several burdensome permit application requirements; guidelines on various permit application requirements and processes revised and posted on line; Change in protocols for scheduling inspections, which cut waiting time for residents; hired two additional on-call inspectors who can immediately fill in on short notice and occasionally used consultant help with inspections, thus avoiding the need to re-schedule customer inspections; continued emphasis on customer service—it was made clear that poor customer service would not be tolerated.

2. Work to take a broader view of problem solving and alternatives

- a. Explore/consider actions that include breaking silos, and traditional problem solving

Status: Used departure of two personnel to re-align responsibilities within the department. Now have a part-time (rather than full-time) electrical inspector and a full-time (rather than part-time) jack-of-all trades inspector who is now our primary person for investigating complaints in the field. Integrated part-time admin ass't into entire office workflow. Cooperated with Finance to correct perennial problems with business license renewal as well as elevator inspection reports, billing. Cooperated with PW/Engineering on various customer complaints.

- b. Work to improve Council rapport and stability

Status: Revised content of staff memorandums to ZBA, Planning & Zoning and City Council

Long-term complex

1. Complete a re-write and update the City's zoning code. Carefully structure zoning to prevent ill-fitting structures in areas that don't conform/aren't similar

Status: Staff compiling and prioritizing list of potential zoning amendments.

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to "evolve" the organization for the future
 - a. Be willing to break or flex the model on how to serve the community
 - b. Solidify a collaborative council - staff relationship – will achieve more through cultural shift!

Status: ongoing

2. Strengthen the community's identity, uniqueness, branding, and gateways
 - a. Create a brand/signage/improvements to enhance awareness that you "now you're in Park Ridge"
 - b. Install better street lighting and street signage "identify at Park Ridge"

Status: FY19 focus

3. Explore integration of elements of Fire & Police Departments, and inspector and inspection services/work to establish cross-trained staff

Status: FY19 focus

Proposed Goals/Strategic Initiative

Short-term complex

1. Examine expanding/clarifying role of economic development
2. Improve technological infrastructure at City Hall/ enhance technology in all departments
 - a. Explore building function, permitting technology
 - b. Move toward a digital office – replace building, planning and development software that integrates with finance

Fully implement new department software, to include launching of a public portal for resident/applicant tracking of application and inspection status.

Short-term routine

1. Improve external customer service to residents

Continue to expand economic development efforts: change policies, procedures and regulations that are inherently business unfriendly; revamp City's webpage on economic development with up-to-date information and data, including information on available commercial properties; actively pursue re-development of key infill sites

Long-term complex

1. Complete a re-write and update the City's zoning code. Carefully structure zoning to prevent ill-fitting structures in areas that don't conform/aren't similar

Update portions of the Zoning Ordinance

2. Commit to exploring and then confirming our overall economic development strategy and policies—
 - a. Explore professional position to represent the city, explore hiring an economic development officer; adjust our business model

- b. Install a business recruitment & retention program as part of our broader economic development strategy

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future
2. Strengthen the community’s identity, uniqueness, branding and gateways

Noteworthy changes in FY19 budget assumptions, modeling and personnel

Economic development program initiative – included \$50,000 (see Admin Dept)

Consultant research and guidance – STC1, LTC2

CP&D Enterprise software upgrade to Tyler EnerGov -- included \$170,000 (see IT Replacement Fund)

The package for acquisition of new software, implementation and training was approved in FY18. However, full implementation will not be complete until FY19.

Software, installation and training – STC2, STR1, LTR1

Tablets for field inspectors for connectivity with new EnerGov software; Blue Beam software for electronic plan review; new computer monitors for electronic plan review (see IT Replacement Fund)

Move to digital office; Improve response time, efficiency and sustainability – STC2, STR1, LTR1

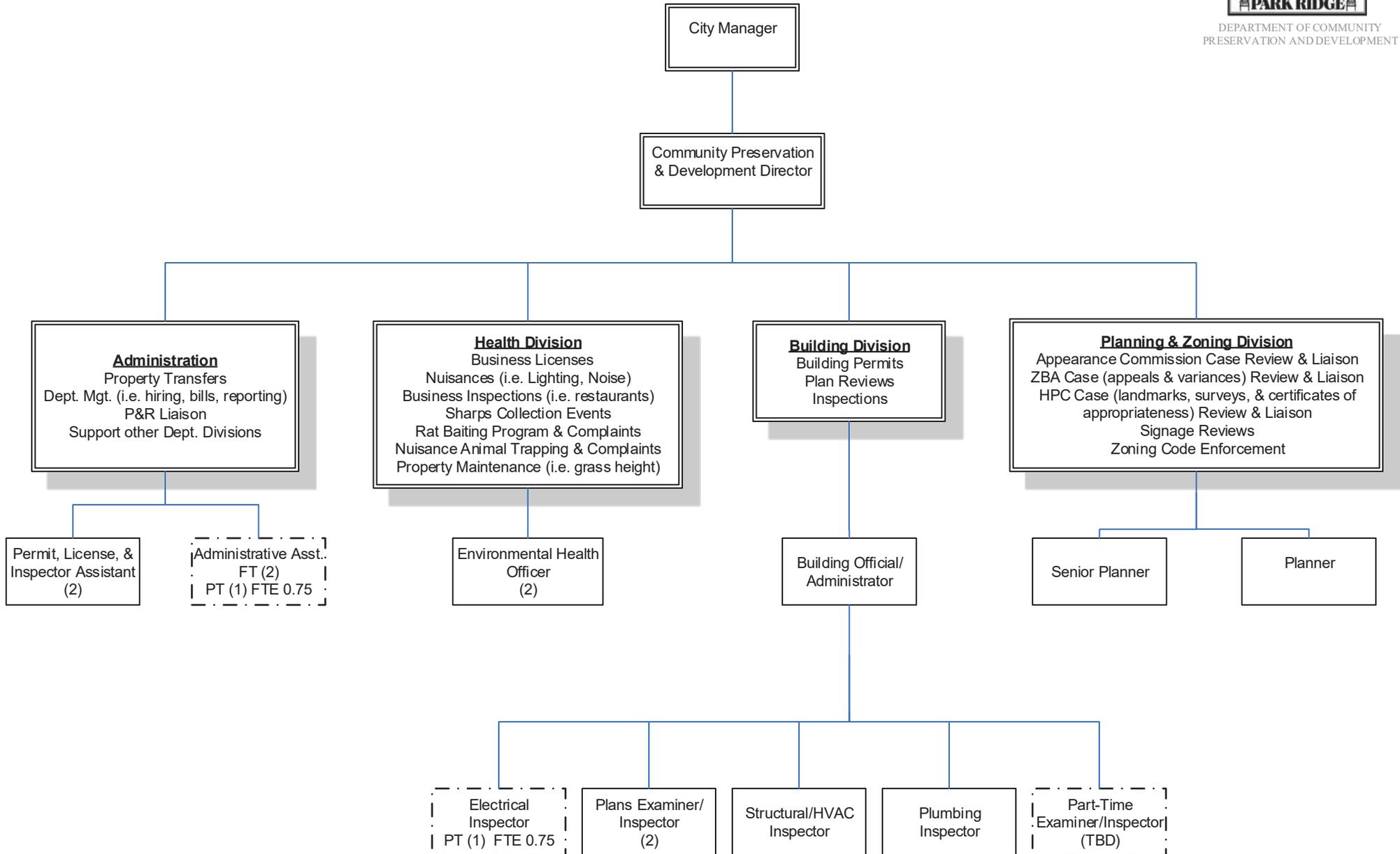
City Branding initiative – included \$35,000 / City gateway signage– included \$21,000 (see Admin Dept)

Improve brand awareness and visibility – STC1, LTC2, LTR2

Community Preservation & Development Department

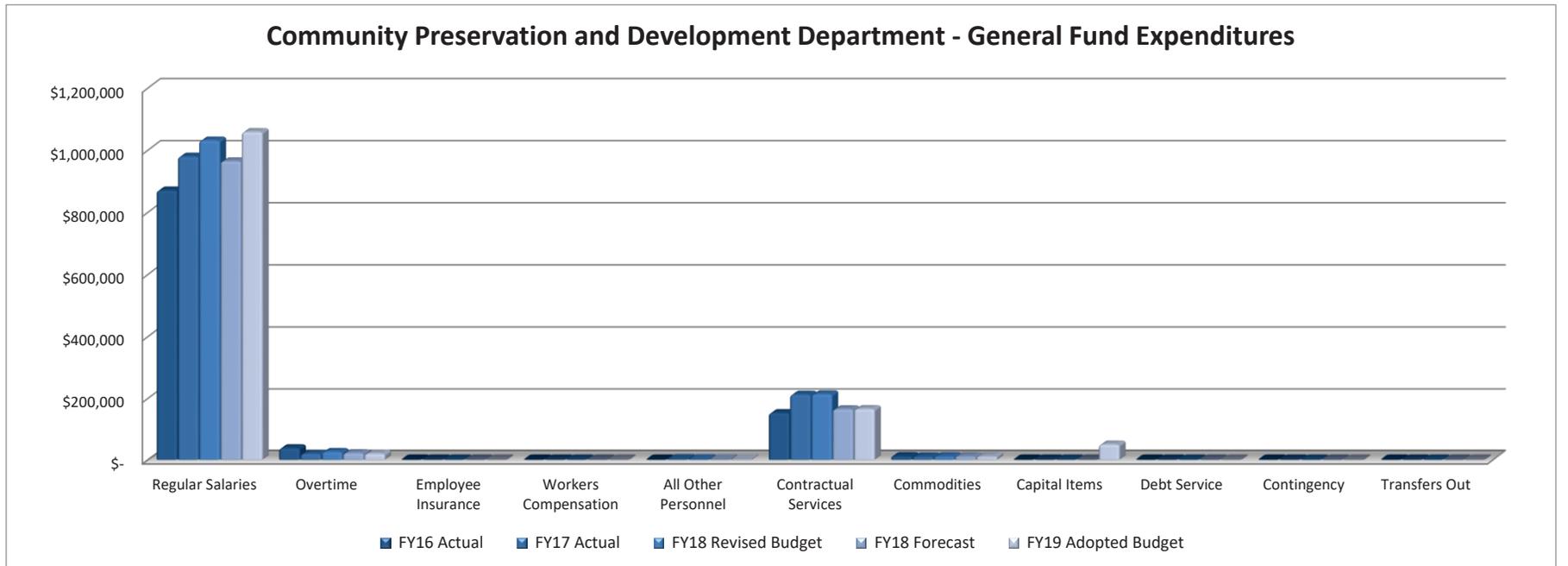


DEPARTMENT OF COMMUNITY PRESERVATION AND DEVELOPMENT



Community Preservation and Development Department - General Fund Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 870,496	\$ 979,229	\$ 1,031,292	\$ 964,310	\$ 1,058,838
Overtime	\$ 38,008	\$ 19,556	\$ 26,000	\$ 22,000	\$ 20,000
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ 2,660	\$ 1,950	\$ 1,950	\$ 2,000
Contractual Services	\$ 152,469	\$ 212,382	\$ 213,750	\$ 164,900	\$ 165,610
Commodities	\$ 11,180	\$ 9,795	\$ 11,000	\$ 11,000	\$ 11,000
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,072,153	\$ 1,223,621	\$ 1,283,992	\$ 1,164,160	\$ 1,307,448
Total Less Transfers	\$ 1,072,153	\$ 1,223,621	\$ 1,283,992	\$ 1,164,160	\$ 1,307,448



Community Preservation and Development Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1004011		<u>C.P. & D. Administration</u>						
1004011 910000		REGULAR SALARIES	\$ 870,496	\$ 979,229	\$ 1,031,292	\$ 964,310	\$ 1,058,838	Merit Pool/Union Contracts/Adjustments
1004011 915000		EXTRA HELP	\$ -	\$ 2,660	\$ 1,950	\$ 1,950	\$ 2,000	New software implementation/data transfer; microfilming; intern for six weeks
1004011 915200		OVERTIME	\$ 38,008	\$ 19,556	\$ 26,000	\$ 22,000	\$ 20,000	
1004011 940100		TELECOMMUNICATIONS	\$ -	\$ -	\$ -	\$ -	\$ 420	Blue Beam Annual Maintenance
1004011 942400		MICROFILMING	\$ 1,470	\$ -	\$ -	\$ -	\$ 3,000	
1004011 943700		TRAINING	\$ 2,974	\$ 4,341	\$ 8,500	\$ 8,500	\$ 9,900	Leed recertification; blueprint reading; International Code Council certification; American Planning Association events; Illinois Municipal League Conference; Blue Beam Software: \$500
1004011 947400		MEMBERSHIP DUES	\$ 2,867	\$ 4,009	\$ 3,250	\$ 3,400	\$ 3,900	American Planning Association; American Licensed Architects; Illinois Health Officials; International Code Council; Illinois Plumbers Association; International Association of Electrical Inspectors; Chicago Metropolitan Agency for Planning
1004011 948100		PEST CONTROL	\$ 12,387	\$ 9,000	\$ 23,000	\$ 23,000	\$ 6,000	Rat abatement and animal trapping (ABC Humane Wildlife)
1004011 948500		GENERAL CONTRACTUAL SERV	\$ 132,772	\$ 195,032	\$ 179,000	\$ 130,000	\$ 142,390	K-Plus Engineering: \$50K (Increase of \$30K from FY18); Olympic Engineering: \$20K (Decrease of \$45K from FY18); EnerGov: \$16K; Thompson Elevator: \$13K; Perfect Turf: 12K; Timber Product Inspection: \$10K; Fire Safety Consultants: \$5K; Misc. Vendors: \$15K (Decrease of \$25K from FY18); McLennan Arcade Lease \$20K reclassified to Administration Economic Development
1004011 952000		MATERIALS	\$ 11,180	\$ 9,795	\$ 11,000	\$ 11,000	\$ 11,000	office supplies; inspector supplies; new inspection codes and forms; safety equipment and clothing for inspectors
1004011 990100		MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 50,000	Storage Solution: \$50K
		C. P. & D. Expenditures Total	\$ 1,072,153	\$ 1,223,621	\$ 1,283,992	\$ 1,164,160	\$ 1,307,448	

Community Preservation and Development Department - Salary Detail

Job title	Home Department/Code	FY18	Weekly	FT/PT	SS	Medicare	IMRF	Life	Total
		Base Amount (Annual)	Hours		6.20%	1.45%	9.09%	0.092%	
ADMASST - Admin Assistant	404011 - Cp&d Administration	\$ 43,483	37.5	Full-Time	\$ 2,750	\$ 643	\$ 4,032	\$ 41	\$ 51,818
ADMASST - Admin Assistant	404011 - Cp&d Administration	\$ 42,630	37.5	Full-Time	\$ 2,690	\$ 629	\$ 3,944	\$ 40	\$ 50,685
ADMASST - Admin Assistant	404011 - Cp&d Administration	\$ 27,859	25	Part-Time	\$ 1,797	\$ 420	\$ 2,635	\$ -	\$ 33,843
BLDGADMA - Building AdministratorA	404011 - Cp&d Administration	\$ 93,788	37.5	Full-Time	\$ 5,960	\$ 1,394	\$ 8,738	\$ 88	\$ 112,314
CPDDIR - CP&D Director	404011 - Cp&d Administration	\$ 126,719	37.5	Full-Time	\$ 8,053	\$ 1,883	\$ 11,807	\$ 119	\$ 151,750
ENVOFF - Environmental Health Officer	404011 - Cp&d Administration	\$ 55,992	37.5	Full-Time	\$ 3,541	\$ 828	\$ 5,191	\$ 53	\$ 66,725
ENVOFF - Environmental Health Officer	404011 - Cp&d Administration	\$ 73,259	37.5	Full-Time	\$ 4,599	\$ 1,076	\$ 6,742	\$ 68	\$ 86,660
PERLICA - Permit Inspections Licensing Asst	404011 - Cp&d Administration	\$ 51,957	37.5	Full-Time	\$ 3,286	\$ 768	\$ 4,817	\$ 49	\$ 61,916
PERLICA - Permit Inspections Licensing Asst	404011 - Cp&d Administration	\$ 50,938	37.5	Full-Time	\$ 3,221	\$ 753	\$ 4,723	\$ 48	\$ 60,702
SENIORPLANA - Senior Planner	404011 - Cp&d Administration	\$ 70,012	37.5	Full-Time	\$ 4,449	\$ 1,041	\$ 6,523	\$ 66	\$ 83,841
PLANA - PlannerA	404011 - Cp&d Administration	\$ 69,000	37.5	Full-Time	\$ 4,385	\$ 1,026	\$ 6,429	\$ 65	\$ 82,629
PLANSEX - Plans Examiner/Inspector	404011 - Cp&d Administration	\$ 20,000	5	On-Call	\$ 1,240	\$ 290	\$ -	\$ -	\$ 21,530
PLANSEX - Plans Examiner/Inspector	404011 - Cp&d Administration	\$ 10,000	5	On-Call	\$ 620	\$ 145	\$ -	\$ -	\$ 10,765
PLANSEX - Plans Examiner/Inspector	404011 - Cp&d Administration	\$ 43,295	29	Part-Time	\$ 2,738	\$ 640	\$ 4,015	\$ -	\$ 51,563
PLANSEX - Plans Examiner/Inspector	404011 - Cp&d Administration	\$ 61,820	37.5	Full-Time	\$ 3,909	\$ 914	\$ 5,732	\$ 58	\$ 73,670
PLANSEX - Plans Examiner/Inspector	404011 - Cp&d Administration	\$ 57,112	37.5	Full-Time	\$ 3,612	\$ 845	\$ 5,295	\$ 54	\$ 68,059
PLANSEX - Plans Examiner/Inspector	404011 - Cp&d Administration	\$ 73,259	37.5	Full-Time	\$ 4,599	\$ 1,076	\$ 6,742	\$ 68	\$ 86,660
PLANSEX - Plans Examiner/Inspector	404011 - Cp&d Administration	\$ 55,992	37.5	Full-Time	\$ 3,541	\$ 828	\$ 5,191	\$ 53	\$ 66,725
PLANSEX - Plans Examiner/Inspector	404011 - Cp&d Administration	\$ 7,465	5	On-Call	\$ 472	\$ 110	\$ -	\$ -	\$ 8,198
		\$ 1,034,579			\$ 65,463	\$ 15,310	\$ 92,558	\$ 869	\$ 1,230,054
	Merit Pool/Union Contracts/Adjustments	\$ 24,259							
		<u>\$ 1,058,838</u>							



Finance Department

Description

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

Key Metrics

<i>Measurable Statistics</i>	2017	2016	2015
Purchase Orders Issued	955	1,146	2,001
Invoices Paid	11,600	11,719	11,056
Payments Processed	128,724	129,125	129,887
Utility Bills Issued	75,869	75,781	69,270
Bids/RFP's Issued	33	18	14
Vehicle Licenses Sold	27,635	27,997	28,051
Animal Licenses Sold	2,904	3,007	3,077
GFOA Certificate of Achievement	Yes	Yes	Yes

Prior Year's Goals/Strategic Initiatives Status

Short-term complex

1. Establish and fund a stormwater utility and funding of stormwater project
 - a. Explore/discuss/determine funding options (SSA's, utility model, financing, etc.) for stormwater projects

Status: This is in progress. Discussions continue on determining projects.

2. Improve technological infrastructure at City Hall/ enhance technology in all departments
 - a. Implement and expand use of online technology for transactions, meter reads, payables, receivables, etc.

Status: Through the on-going Life Safety project and other initiatives, this work continues.

3. Address Human Resources & Organizational Development Needs

Our 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.

- a. Develop bench strength
- b. Succession planning
- c. Develop path to improve morale
- d. Reduce employee turnover
- e. Address compensation and compression needs in public safety and other departments

Status: Finance has made significant strides in succession planning by cross training and documenting all critical functions. Recent hires have been brought on at a competitive wage as outlined in the Compensation Study. Finance continues to work with Human Resources and other departments to improve morale, reduce employee turnover and develop bench strength.

Short-term routine

- 1. Create an overall infrastructure plan
 - a. For both short-term and long-term capital needs

Status: Long and short fund funding needs were analyzed for the Motor Equipment Replacement Fund and the Information Technology Replacement Fund. As information from the Life Safety Plan becomes available, funding needs for will be assessed.

- 2. Continue to emphasize financial stability and fiscal management
 - a. Within realm of community as a whole (beyond stormwater management needs)
 - b. Continue to improve financial strength and improve bond credit rating
 - c. Forecast funding needs of the City’s internal service funds that have been depleted since 2008

Status: These tasks were completed and are assessed on an on-going basis.

- 3. Improve external customer service to residents

Status: Utility Billing Customer Self Service (CSS) was implemented to allow online bill payment of Utility Bills.

- 4. Work to take a broader view of problem solving and alternatives
 - a. Explore/consider actions that include breaking silos, and traditional problem solving
 - b. Work to improve Council rapport and stability

Status: Ongoing

FY19 Proposed Goals/Strategic Initiatives

Short-term complex

- 1. Address Human Resources & Organizational Development Needs
 - a. Develop bench strength

Finance will continue to work on this goal through hiring, training and collaborating with Human Resources.

Short-term routine

- 1. Improve external customer service to residents

Finance will continue to pursue online bill payment opportunities for residents and other online and web site enhancements, including implementation of automatic meters.

- 2. Continue to emphasize financial stability and fiscal management

Long-term complex

- 1. See installation phase/construction begin on portions of our long-term/ adopted infrastructure plan

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future
 - a. Be willing to break or flex the model on how to serve the community
 - b. Solidify a collaborative council - staff relationship – will achieve more through cultural shift!
2. Increase/enhance our financial stability - reduce TIF debt - prepare for any adverse impacts or changes due to State of Illinois factors

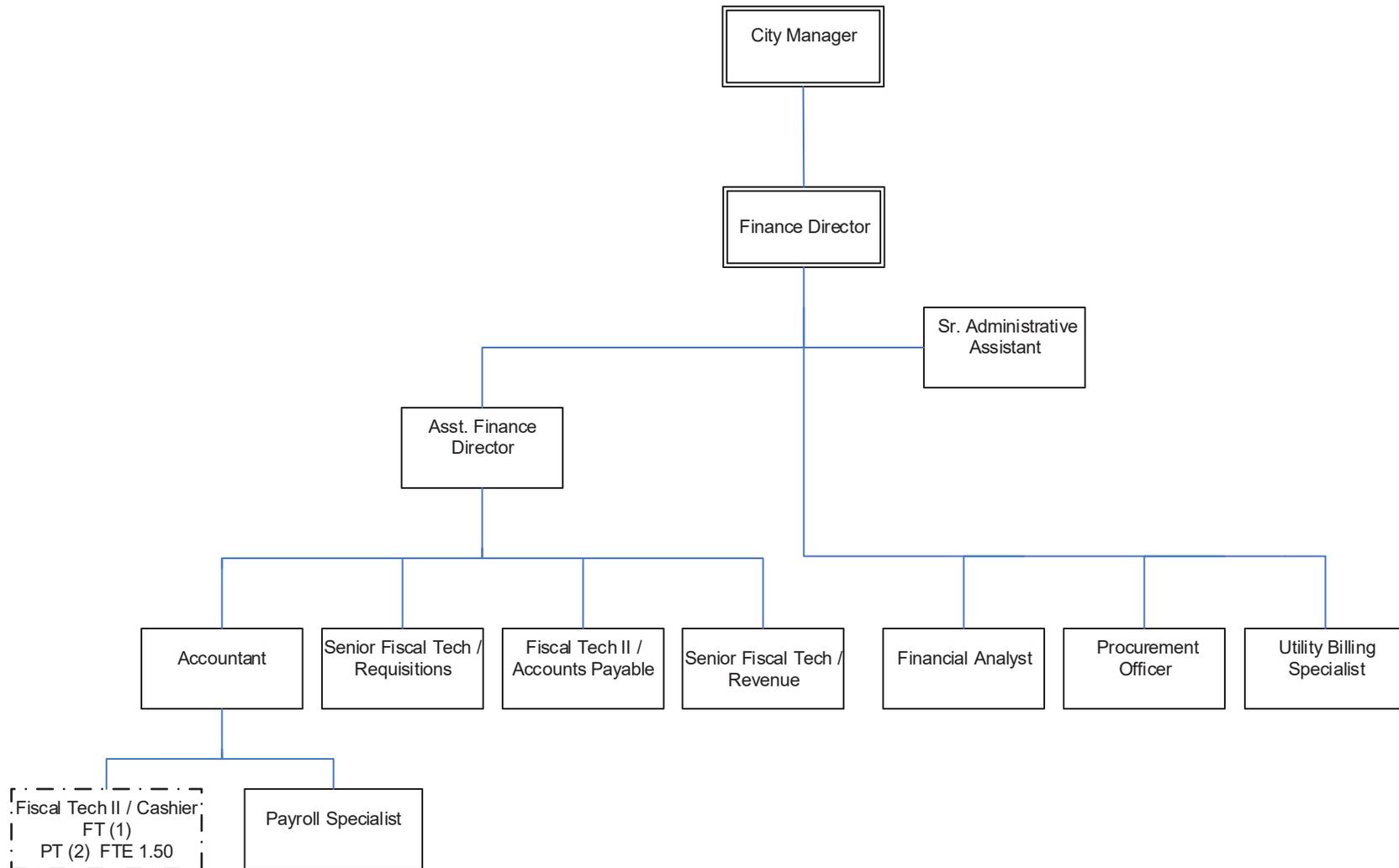
Noteworthy changes in FY19 budget assumptions, modeling and personnel**Citation Fees – reduced \$13,000**

Procurement of a new vendor is expected to result in savings. As the new vendor is on boarded finance will explore enhanced reporting options – STR2, LTR2

Banking Fees – reduced \$22,500

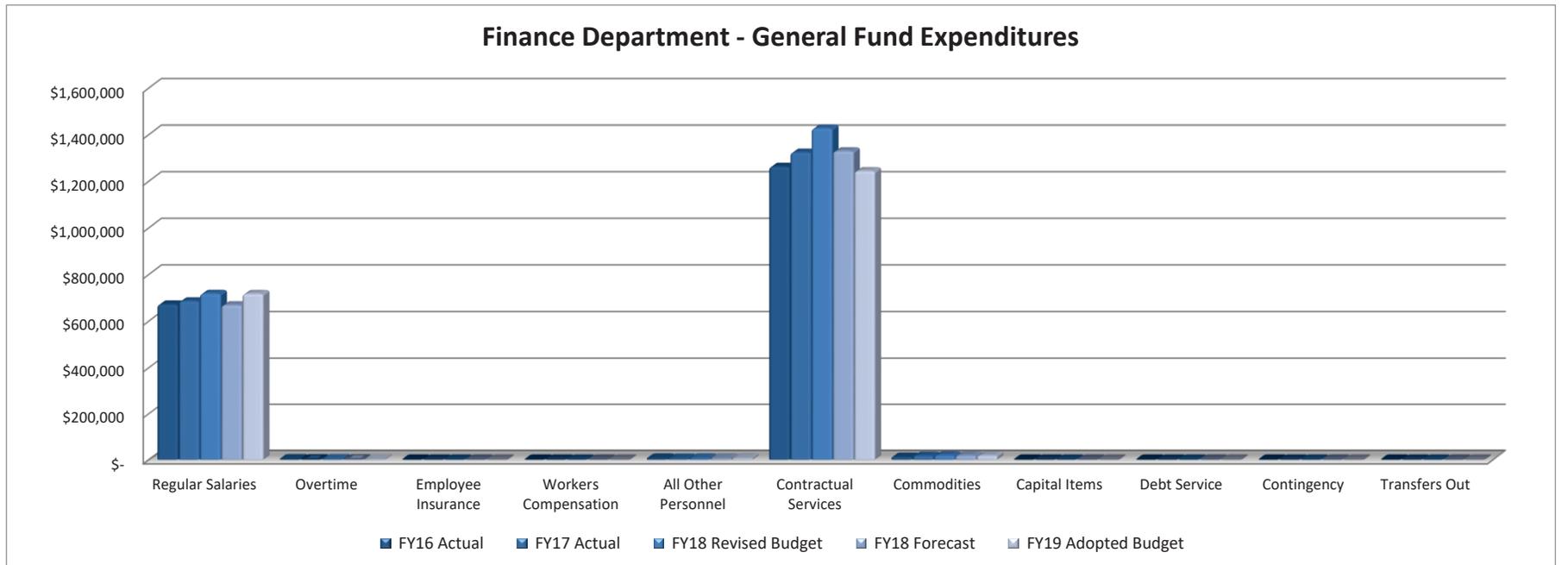
Reallocated funds in accounts to optimize discounts on banking service charges – STR2, LTR2

Finance Department



Finance Department - General Fund Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 671,850	\$ 685,481	\$ 717,513	\$ 668,355	\$ 717,014
Overtime	\$ 2,917	\$ 1,632	\$ 3,000	\$ 1,603	\$ 3,000
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ 6,960	\$ 5,884	\$ 7,000	\$ 6,530	\$ 7,000
Contractual Services	\$ 1,262,554	\$ 1,323,362	\$ 1,426,825	\$ 1,329,105	\$ 1,244,000
Commodities	\$ 12,055	\$ 17,074	\$ 18,750	\$ 17,913	\$ 18,000
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,956,335	\$ 2,033,433	\$ 2,173,088	\$ 2,023,506	\$ 1,989,014
Total Less Transfers	\$ 1,956,335	\$ 2,033,433	\$ 2,173,088	\$ 2,023,506	\$ 1,989,014



Finance Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1001031		Finance Administration						
1001031	910000	REGULAR SALARIES	\$ 671,850	\$ 685,481	\$ 717,513	\$ 668,355	\$ 717,014	Merit Pool/ Union Contracts/Adjustments
1001031	915000	EXTRA HELP	\$ 6,960	\$ 5,884	\$ 7,000	\$ 6,530	\$ 7,000	Seasonal help to process vehicle and animal licenses
1001031	915200	OVERTIME	\$ 2,917	\$ 1,632	\$ 3,000	\$ 1,603	\$ 3,000	Fiscal Tech overtime due to busy times and staff transition. Senior Administrative overtime due to evening meetings.
1001031	940800	INSURANCE	\$ 391,637	\$ 383,769	\$ 415,000	\$ 388,626	\$ 435,750	Changing vendor, premium unknown. Built in 5% increase from FY18 budget amount
1001031	940801	INSURANCE CLAIMS	\$ 277,535	\$ 348,244	\$ 370,000	\$ 369,414	\$ 225,000	FY19 Budget less than prior fiscal years due to closing of claims Audit fees, fire actuary, police actuary, OPEB. FY19 Budget lower due to OPEB skip year FY20
1001031	941600	AUDIT FEES	\$ 62,387	\$ 59,757	\$ 55,575	\$ 55,575	\$ 50,000	Actuary fees will go up
1001031	941701	CITATION FEES	\$ 33,900	\$ 29,996	\$ 38,000	\$ 26,697	\$ 25,000	Expected savings from new citation vendor
1001031	941702	RED LIGHT FEES	\$ 105,773	\$ 82,251	\$ 90,000	\$ 90,000	\$ 90,000	Based on trend. RedSpeed fees have historically been 42% of revenue (100-851700).
1001031	943700	TRAINING	\$ 3,763	\$ 2,315	\$ 7,500	\$ 7,500	\$ 7,500	Finance training, conferences and continuing professional education to retain certifications
1001031	947200	POSTAL CHARGES	\$ 46,089	\$ 46,588	\$ 52,500	\$ 52,500	\$ 50,000	Replenish postage machine, vehicle sticker mailings, Spokesman mailings
1001031	947400	MEMBERSHIP DUES	\$ 1,290	\$ 1,335	\$ 1,750	\$ 1,750	\$ 1,750	Professional memberships for accounting, procurement and government finance
1001031	947800	BANK SERVICE CHARGES	\$ 68,889	\$ 67,668	\$ 77,500	\$ 55,000	\$ 55,000	Reallocated funds to optimize discounts in banking fees
1001031	947900	BANK TRUSTEE FEES	\$ 4,250	\$ 4,750	\$ 4,000	\$ 4,000	\$ 4,000	Paying agent fees for bond payment administration Payroll processing, ambulance billing, software annual maintenance fees, collections, and
1001031	948500	GENERAL CONTRACTUAL SERV	\$ 264,566	\$ 296,317	\$ 315,000	\$ 278,043	\$ 300,000	outside professional services, vehicle sticker administration
1001031	952000	MATERIALS	\$ 7,343	\$ 10,923	\$ 12,000	\$ 12,000	\$ 12,000	Office supplies and other tangible commodities
1001031	953000	LICENSE SUPPLIES	\$ 4,712	\$ 6,151	\$ 6,750	\$ 5,913	\$ 6,000	Vehicle stickers, animal tags and parking permits
1001031	999800	BAD DEBT EXPEND	\$ 2,475	\$ 372	\$ -	\$ -	\$ -	-
		Finance Expenditures Total	\$ 1,956,335	\$ 2,033,433	\$ 2,173,088	\$ 2,023,506	\$ 1,989,014	

Finance Department - Salary Detail

Job title	Home Department/Code	FY18	Weekly	FT/PT	SS	Medicare	IMRF	Life	Total
		Base Amount (Annual)	Hours		6.20%	1.45%	9.09%	0.092%	
ACCT - Accountant	131031 - Finance Administration	\$ 62,000	37.5	Full-Time	\$ 3,940	\$ 921	\$ 5,777	\$ 58	\$ 74,247
ASSTFINDIR - Assistant Finance Director	131031 - Finance Administration	\$ 92,000	37.5	Full-Time	\$ 5,847	\$ 1,367	\$ 8,572	\$ 87	\$ 110,173
FINANALY - Financial Analyst	131031 - Finance Administration	\$ 67,114	37.5	Full-Time	\$ 4,265	\$ 997	\$ 6,253	\$ 63	\$ 80,371
FINDIR - Finance Director	131031 - Finance Administration	\$ 126,719	37.5	Full-Time	\$ 8,053	\$ 1,883	\$ 11,807	\$ 119	\$ 151,750
FISTEC11 - Fiscal Tech II	131031 - Finance Administration	\$ 40,590	37.5	Full-Time	\$ 2,567	\$ 600	\$ 3,763	\$ 38	\$ 48,371
FISTEC11 - Fiscal Tech II	131031 - Finance Administration	\$ 32,663	29	Part-Time	\$ 2,065	\$ 483	\$ 3,028	\$ -	\$ 38,888
PAYTECH - Payroll Specialist	131031 - Finance Administration	\$ 55,000	37.5	Full-Time	\$ 3,495	\$ 817	\$ 5,124	\$ 52	\$ 65,864
PRCUREMENTOFF - Procurement Officer	131031 - Finance Administration	\$ 68,000	37.5	Full-Time	\$ 4,321	\$ 1,011	\$ 6,336	\$ 61	\$ 81,429
SRASST - Senior Administrative Asst	131031 - Finance Administration	\$ 42,199	37.5	Full-Time	\$ 2,065	\$ 483	\$ 3,028	\$ 40	\$ 38,928
FISTEC11 - Fiscal Tech II	131031 - Finance Administration	\$ 42,229	37.5	Full-Time	\$ 2,672	\$ 625	\$ 3,917	\$ 40	\$ 50,344
FISTEC11 - Fiscal Tech II	131031 - Finance Administration	\$ 27,599	25	Part-Time	\$ 1,781	\$ 417	\$ 2,612	\$ -	\$ 33,539
SRFISTEC - Senior Fiscal Tech	131031 - Finance Administration	\$ 44,832	37.5	Full-Time	\$ 2,835	\$ 663	\$ 4,157	\$ 42	\$ 53,426
SRFISTEC - Senior Fiscal Tech	131031 - Finance Administration	\$ 43,091	37.5	Full-Time	\$ 2,725	\$ 637	\$ 3,995	\$ 40	\$ 51,351
UTBILSPE - Utility Billing Specialist	131031 - Finance Administration	\$ 43,953	37.5	Full-Time	\$ 2,780	\$ 650	\$ 4,075	\$ 41	\$ 52,378
		\$ 787,990			\$ 49,412	\$ 11,556	\$ 72,444	\$ 682	\$ 931,059
	Merit Pool/Union Contracts/Adjustments	\$ 25,451							
		<u>\$ 813,441</u>							

Salaries Allocated to Other Funds	
Senior Fiscal-Water Fund (.50 FTE)	\$ (22,865)
Fiscal Tech II-Water Fund (.75 FTE)	\$ (28,730)
Utility Billing Specialist-Water Fund (1.0 FTE)	\$ (44,832)
Finance Total - General Fund	\$ 717,014

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Fire Department

Description

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

Key Metrics

<i>Measurable Statistics</i>	2017	2016	2015
Total Incidents	4,817	4,868	4,858
Simultaneous Incidents	1,543	1,697	1,663
Avg Call to arrival time (sec)	239	286	320
Inspections	2,500	2,800	1,517
Plan Reviews	450	400	186

Prior Year’s Goals Status

Short-term complex

1. Improve technological infrastructure at City Hall/enhance technology in all departments
Status: Fire Prevention bureau has a goal of integrating fire inspections for construction projects and commercial properties with the software being implemented by CP&D. This would allow us to more accurately track inspections, time on inspections and track trends/issues as related to fire prevention. In order to accomplish this, we will work closely with CP&D and the software vendor to develop templates for inspections and plan reviews.

2. Address Human Resources & Organizational Development Needs
 a. Develop bench strength & address succession planning
Status: This is addressed on a regular and ongoing basis at Staff Meetings (Command and Officer. We work on spreading out the organizational assignments of program responsibilities within the Department so that institutional knowledge is being passed along to the younger generation. For example, three (3) of our Special Team leaders are Firefighter/Paramedics (non-Officers). They are taking Fire Officer classes with the hopes that they will move on to leadership roles in the future when existing officers retire. Another example is the mentoring of the junior Supervisors (Lieutenants) by the Battalion Chiefs. To that point, all senior Lieutenants are assigned to Station #35 and the junior Lieutenants are now assigned to Station #36 with their Battalion Chief.

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 SO OUR COMMUNITY REMAINS A WONDERFUL PLACE TO LIVE AND WORK.

Short-term routine

1. Improve external customer service to residents

Status: We have begun to provide back-up to our Fire Prevention staff by identifying key individuals from the Operations division who can work back on their days off in Fire Prevention. Over time, this will allow for more of a presence from our Fire Prevention Bureau in times of vacation or unexpected absences.

2. Work to take a broader view of problem solving and alternatives

Status: A major focus of Fire Administration staff has been to try to respond to the ever growing call volume quickly and efficiently. We believe we have made great strides towards these goals by hiring the three new firefighter/paramedics and purchasing the new Rescue 36 vehicle. We also worked with our dispatch facility, RED Center, to develop new technology that will allow for greater collaboration with our neighboring fire departments.

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future

Status: See update for STC2 above. The audio-visual equipment purchased in FY18 has expanded the Fire Department's training capabilities by means of a great technological upgrade. The equipment has provided the opportunity to implement fully interactive training, incorporating personnel remotely by use of video conferencing and video data sharing. With the equipment being linked to the City's IT network, great flexibility now exists wherein the users have access to files and assigned training materials.

2. Explore integration of elements of Fire & Police Departments, and inspector and inspection services/work to establish cross-trained staff

Status: We have begun to cross train some of our current firefighter/paramedics to be able to handle certain aspects of the Fire Prevention Bureau. As staff changes occur in the future, we will work to achieve more progress in this goal area through collaboration with the CP&D.

FY19 Proposed Goals/Strategic Initiatives

Short-term complex

1. Address Human Resources & Organizational Development Needs
 - a. Develop bench strength & address succession planning

We will continue to work on this goal through mentoring and educational opportunities of our future Fire Department officers and continue to develop a bench of Department staff that can handle some areas of the Fire Prevention Bureau. LTR1, STR3, STR4

2. Examine and reorganize departments to align well with the needs of the community's service levels and strategic goals

We will continue to look at options to work with CP&D to address any potential overlap of responsibilities.

Short-term routine

1. Improve external customer service to residents

We will analyze the use of the Rescue 36 vehicle in order to continue to provide quality and expedient service to the residents so that they are not negatively affected by the increase in call volume faced by our Department. Additionally, we will look to roll out a survey program that would go out with ambulance billing to monitor and ensure that we are providing premium customer service.

2. Work to take a broader view of problem solving and alternatives
3. Create an overall infrastructure plan

- a. For both short-term and long-term capital needs

We are working to evaluate a short and long term list of needs for our two fire stations that can help with budget planning and expectations.

Long-term complex

1. Complete a city-wide facility upgrade and replace/repair as needed to meet citizen expectations and modern workplace

See STR#3 above

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future

See STC#1 above

2. Explore integration of elements of Fire & Police Departments, and inspector and inspection services/work to establish cross-trained staff

See STC#1 above

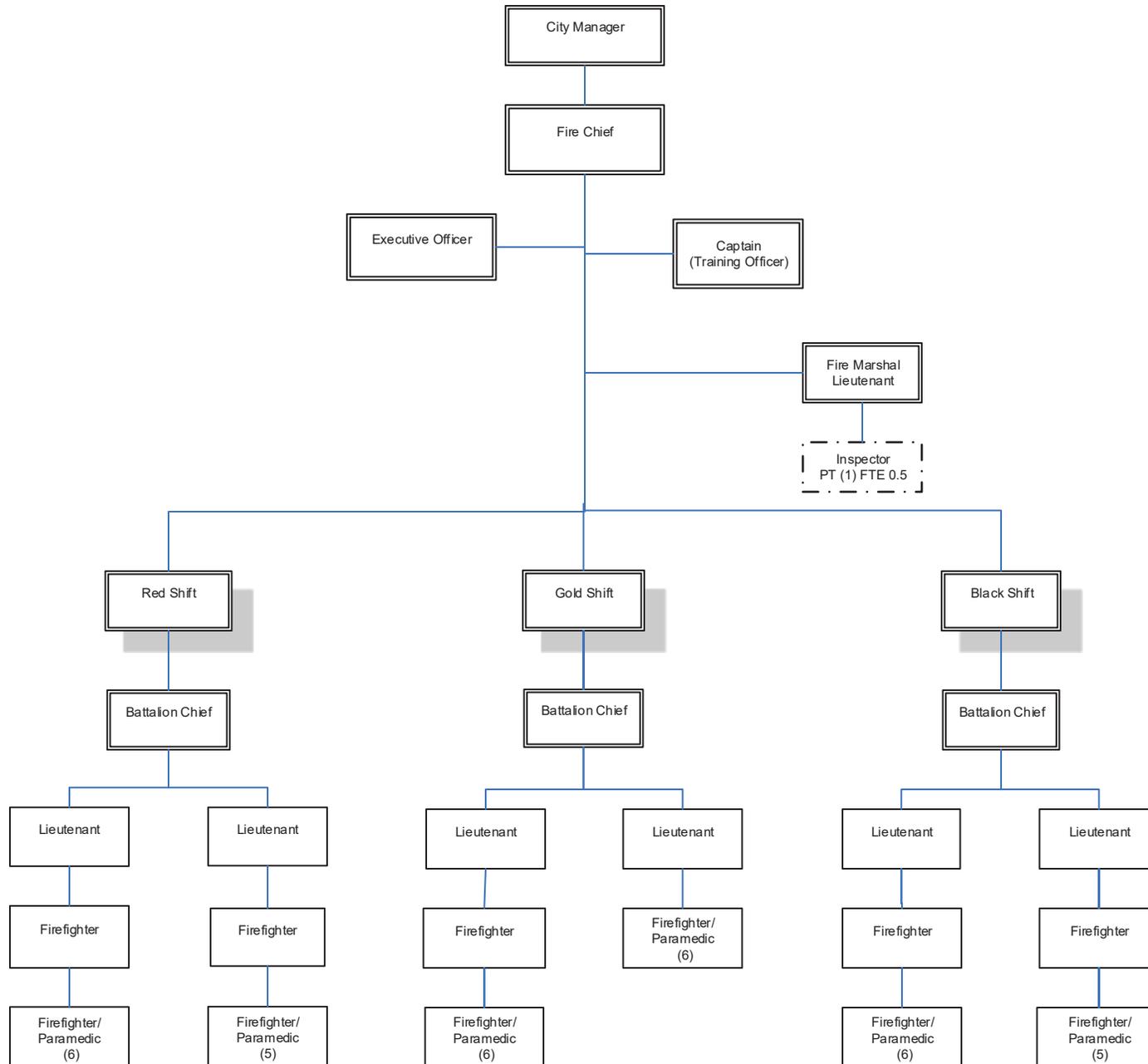
Noteworthy changes in FY19 budget assumptions, modeling and personnel

Building/facility upgrades – included \$25,000

Repair of the whole house fan at Station #36 to improve ventilation and security door upgrades at both stations – STC1, STR1, STR3, LTC1

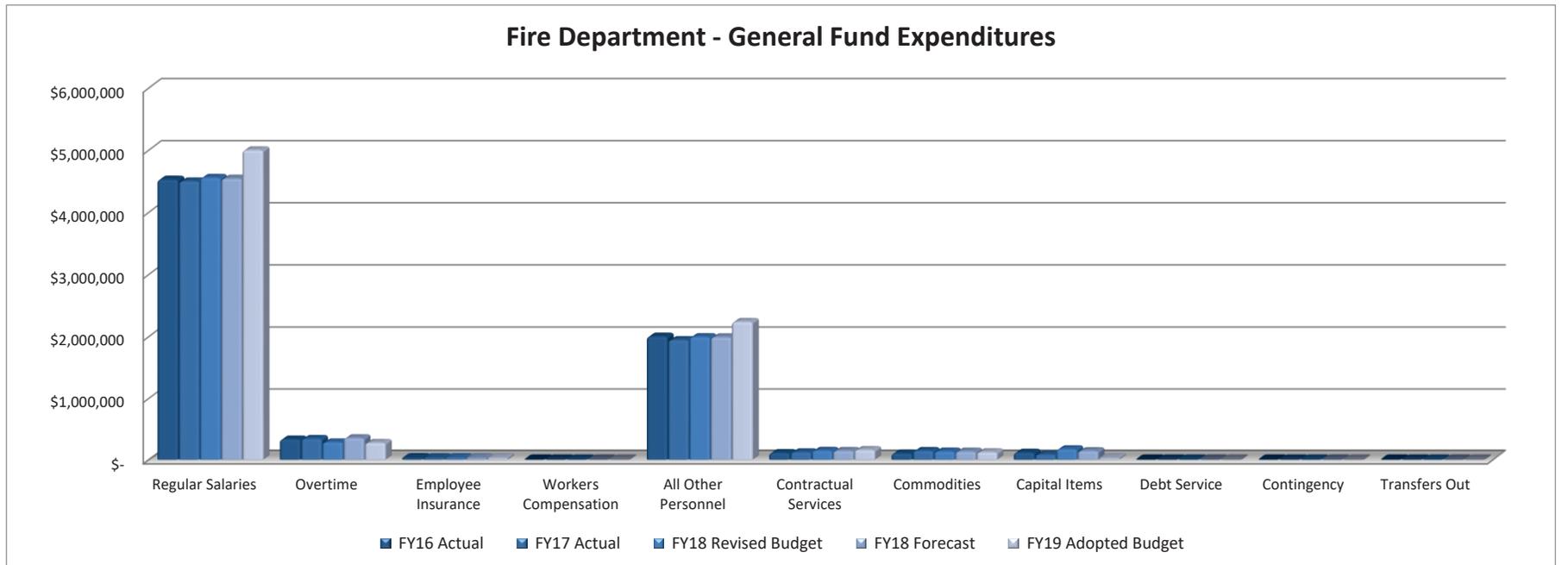
Fleet replacement vehicle – Fire Marshal SUV-type vehicle – included \$38,000 (see MERF) – STR1, STR3, LTC1

Park Ridge Fire Department



Fire Department - General Fund Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 4,526,982	\$ 4,498,226	\$ 4,556,018	\$ 4,542,302	\$ 5,000,153
Overtime	\$ 330,989	\$ 340,655	\$ 283,000	\$ 353,000	\$ 276,000
Employee Insurance	\$ 32,860	\$ 31,052	\$ 31,612	\$ 31,458	\$ 33,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ 2,001,207	\$ 1,944,785	\$ 1,993,592	\$ 1,991,407	\$ 2,238,275
Contractual Services	\$ 110,489	\$ 121,860	\$ 146,750	\$ 144,750	\$ 160,500
Commodities	\$ 103,428	\$ 144,669	\$ 135,000	\$ 134,000	\$ 124,000
Capital Items	\$ 116,063	\$ 83,023	\$ 172,557	\$ 141,641	\$ 30,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 7,222,018	\$ 7,164,271	\$ 7,318,529	\$ 7,338,558	\$ 7,861,928
Total Less Transfers	\$ 7,222,018	\$ 7,164,271	\$ 7,318,529	\$ 7,338,558	\$ 7,861,928



Fire Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1002021		Fire Administration						
1002021	910000	REGULAR SALARIES	\$ 227,154	\$ 232,982	\$ 248,355	\$ 239,018	\$ 371,746	
1002021	921011	PSEBA	\$ 32,860	\$ 31,052	\$ 31,612	\$ 31,458	\$ 33,000	Two "Public Safety Employee Benefits Act" Members
1002021	922001	PEHP CONTRIBUTIONS	\$ 118,777	\$ 56,288	\$ 60,000	\$ 62,815	\$ 70,000	
1002021	926000	UNIFORMS	\$ 408	\$ -	\$ -	\$ -	\$ -	
1002021	942100	BUILDING MAINTENANCE	\$ 13,212	\$ 23,807	\$ 25,000	\$ 25,000	\$ 40,000	Fire station rooftop exhaust fans: \$15K
1002021	943700	TRAINING	\$ 54	\$ 4,031	\$ -	\$ -	\$ -	
1002021	947400	MEMBERSHIP DUES	\$ 14,814	\$ 14,803	\$ 17,000	\$ 17,000	\$ 16,000	Northeastern Illinois Public Safety Training Academy (NIPSTA)-\$9K; Mutual Aid Box Alarm System (MABAS) Division \$5K; MABAS State Fee: \$500
1002021	948500	GENERAL CONTRACTUAL SERV	\$ 33,068	\$ 28,318	\$ 30,000	\$ 30,000	\$ 40,000	
1002021	949100	PENSION PAYMENTS	\$ 1,846,200	\$ 1,862,585	\$ 1,884,592	\$ 1,884,592	\$ 2,131,775	
1002021	952000	MATERIALS	\$ 26,405	\$ 56,880	\$ 40,000	\$ 40,000	\$ 35,000	
1002021	955000	NATURAL GAS	\$ 3,905	\$ 3,907	\$ 5,000	\$ 5,000	\$ 5,000	
1002021	990800	COMPUTER EQUIPMENT	\$ 116,063	\$ -	\$ -	\$ -	\$ -	
1002021	996300	BUILDING REPAIRS	\$ -	\$ 83,023	\$ 140,557	\$ 109,787	\$ 30,000	Fire station security locks
	Total	Fire Administration	\$ 2,432,920	\$ 2,397,676	\$ 2,482,116	\$ 2,444,670	\$ 2,772,521	
1002022		Fire Prevention						
1002022	910000	REGULAR SALARIES	\$ 117,617	\$ 120,053	\$ 127,408	\$ 123,029	\$ 130,059	
1002022	915200	OVERTIME	\$ 6,591	\$ 8,699	\$ 8,000	\$ 8,000	\$ 21,000	Increase of \$13K for fire prevention work performed by current personnel when a vacancy occurs
1002022	943700	TRAINING	\$ 740	\$ 175	\$ -	\$ -	\$ -	
1002022	948500	GENERAL CONTRACTUAL SERV	\$ 679	\$ 2,420	\$ 1,500	\$ 1,500	\$ 1,500	
1002022	952000	MATERIALS	\$ 9,882	\$ 9,605	\$ 10,000	\$ 10,000	\$ 10,000	
	Total	Fire Prevention	\$ 135,508	\$ 140,952	\$ 146,908	\$ 142,529	\$ 162,559	

Fire Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1002023		Emergency Response						
1002023	910000	REGULAR SALARIES	\$ 4,182,211	\$ 4,145,191	\$ 4,180,255	\$ 4,180,255	\$ 4,498,348	
1002023	915200	OVERTIME	\$ 324,398	\$ 331,956	\$ 275,000	\$ 345,000	\$ 255,000	
1002023	926000	UNIFORMS	\$ 27,198	\$ 23,564	\$ 31,500	\$ 29,000	\$ 26,500	One time cost of \$20K for full uniform set; annual expense approx. \$500 per year per fire fighter
1002023	926200	PPE-TURN OUT GEAR	\$ 8,624	\$ 2,348	\$ 17,500	\$ 15,000	\$ 10,000	
1002023	942300	SQUAD EMERG EQUIP REPAIR	\$ 2,879	\$ 2,180	\$ 3,000	\$ 3,000	\$ 3,000	
1002023	943700	TRAINING	\$ 26,705	\$ 33,066	\$ 50,250	\$ 50,250	\$ 40,000	All training lines consolidated here; NIPSTA tuition: \$3,500 per new fire fighter
1002023	948500	GENERAL CONTRACTUAL SERV	\$ 18,339	\$ 13,060	\$ 20,000	\$ 18,000	\$ 20,000	Annual testing and certification of emergency response equipment; air quality testing; communication equipment testing and repairs
1002023	952000	MATERIALS	\$ 61,353	\$ 65,997	\$ 70,000	\$ 70,000	\$ 65,000	Rescue equipment; scuba breathing equipment; special teams equipment: dive, hazardous materials, and technical rescue
1002023	959000	EQUIPMENT MAINTENANCE	\$ 1,883	\$ 8,280	\$ 10,000	\$ 9,000	\$ 9,000	
1002023	990100	VEHICLE EQUIPMENT	\$ -	\$ -	\$ 32,000	\$ 31,854	\$ -	
	Total	Emergency Response	\$ 4,653,589	\$ 4,625,643	\$ 4,689,505	\$ 4,751,359	\$ 4,926,848	
Fire Department Expenditures Total			\$ 7,222,018	\$ 7,164,271	\$ 7,318,529	\$ 7,338,558	\$ 7,861,928	

Fire Department - Salary Detail

Job title	Home Department Code	FY18	Weekly	FT/PT	SS	Medicare	IMRF	Life	Total
		Based Amount (Annual)	Hours		6.20%	1.45%	9.09%	0.092%	
PSEXEOFF - Public Safety Executive Officer	212021 - Fire Administration	\$ 102,441	37.5	Full Time	\$ 6,510	\$ 1,523	\$ 9,545	\$ 97	\$ 122,676
FIRCH - Fire Chief	212021 - Fire Administration	\$ 136,578	37.5	Full Time	\$ -	\$ 2,030	\$ -	\$ 129	\$ 142,151
INSPECT - Inspector	212022 - Fire Prevention	\$ 20,389	15.00	Full Time	\$ 1,296	\$ 303	\$ -	\$ -	\$ 22,498
FIRELT - Fire Lt	212022 - Fire Prevention	\$ 107,020	37.50	Full Time	\$ -	\$ 1,583	\$ -	\$ 100	\$ 110,844
FFPM X - Firefighter/ParamedicX	212023 - Fire Emergency Response	\$ 67,797	51.93	Full Time	\$ -	\$ 1,022	\$ -	\$ 65	\$ 71,596
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full Time	\$ -	\$ 1,347	\$ -	\$ 84	\$ 94,318
FF - Firefighter	212023 - Fire Emergency Response	\$ 86,734	51.93	Full Time	\$ -	\$ -	\$ -	\$ 81	\$ 88,550
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,516	51.93	Full Time	\$ -	\$ 1,347	\$ -	\$ 84	\$ 94,320
FIRELT - Fire Lt	212023 - Fire Emergency Response	\$ 109,429	51.93	Full Time	\$ -	\$ 1,618	\$ -	\$ 103	\$ 113,339
FIRELT - Fire Lt	212023 - Fire Emergency Response	\$ 101,441	51.93	Full Time	\$ -	\$ 1,500	\$ -	\$ 95	\$ 105,065
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,816	51.93	Full Time	\$ -	\$ 1,358	\$ -	\$ 86	\$ 95,097
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 65,189	51.93	Full Time	\$ -	\$ 983	\$ -	\$ 62	\$ 68,842
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 89,766	51.93	Full Time	\$ -	\$ 1,321	\$ -	\$ 84	\$ 92,517
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 65,189	51.93	Full Time	\$ -	\$ 983	\$ -	\$ 62	\$ 68,842
FIRELT - Fire Lt	212023 - Fire Emergency Response	\$ 105,542	51.93	Full Time	\$ -	\$ 1,561	\$ -	\$ 99	\$ 109,313
FIRECPT - Fire Captain	212023 - Fire Emergency Response	\$ 105,165	37.50	Full Time	\$ -	\$ 1,563	\$ -	\$ 99	\$ 109,456
FF - Firefighter	212023 - Fire Emergency Response	\$ 86,734	51.93	Full Time	\$ -	\$ 1,283	\$ -	\$ 81	\$ 89,833
FFPM X - Firefighter/ParamedicX	212023 - Fire Emergency Response	\$ 76,262	51.93	Full Time	\$ -	\$ 1,150	\$ -	\$ 73	\$ 80,536
FF - Firefighter	212023 - Fire Emergency Response	\$ 85,984	51.93	Full Time	\$ -	\$ 1,272	\$ -	\$ 80	\$ 89,055
BATTCHF - Fire Battalion Chief	212023 - Fire Emergency Response	\$ 116,278	51.93	Full Time	\$ -	\$ 1,728	\$ -	\$ 110	\$ 121,023
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full Time	\$ -	\$ 1,340	\$ -	\$ 84	\$ 93,856
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full Time	\$ -	\$ 1,340	\$ -	\$ 84	\$ 93,856
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,816	51.93	Full Time	\$ -	\$ -	\$ -	\$ 86	\$ 93,739
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,816	51.93	Full Time	\$ -	\$ 1,358	\$ -	\$ 86	\$ 95,097
FIRELT - Fire Lt	212023 - Fire Emergency Response	\$ 101,441	51.93	Full Time	\$ -	\$ 1,500	\$ -	\$ 95	\$ 105,065
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 89,766	51.93	Full Time	\$ -	\$ 1,321	\$ -	\$ 84	\$ 92,517
FFPM X - Firefighter/ParamedicX	212023 - Fire Emergency Response	\$ 73,329	51.93	Full-Time	\$ -	\$ 1,106	\$ -	\$ 70	\$ 77,438
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,816	51.93	Full-Time	\$ -	\$ 1,358	\$ -	\$ 86	\$ 95,097

Fire Department - Salary Detail

Job title	Home Department Code	FY18 Based Amount (Annual)	Weekly Hours	FT/PT	SS 6.20%	Medicare 1.45%	IMRF 9.09%	Life 0.092%	Total
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full-Time	\$ -	\$ 1,340	\$ -	\$ 85	\$ 93,857
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,516	51.93	Full-Time	\$ -	\$ 1,354	\$ -	\$ 86	\$ 94,786
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full-Time	\$ -	\$ 1,347	\$ -	\$ 85	\$ 94,320
FFPM X - Firefighter/ParamedicX	212023 - Fire Emergency Response	\$ 76,262	51.93	Full-Time	\$ -	\$ 1,150	\$ -	\$ 73	\$ 80,536
FF - Firefighter	212023 - Fire Emergency Response	\$ 86,434	51.93	Full-Time	\$ -	\$ 1,272	\$ -	\$ 81	\$ 89,083
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,816	51.93	Full-Time	\$ -	\$ 1,358	\$ -	\$ 86	\$ 95,097
BATTCHF - Fire Battalion Chief	212023 - Fire Emergency Response	\$ 113,340	51.93	Full-Time	\$ -	\$ -	\$ -	\$ 107	\$ 116,280
FIRELT - Fire Lt	212023 - Fire Emergency Response	\$ 101,441	51.93	Full-Time	\$ -	\$ 1,500	\$ -	\$ 95	\$ 105,065
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,516	51.93	Full-Time	\$ -	\$ 1,347	\$ -	\$ 85	\$ 94,321
FFPM X - Firefighter/ParamedicX	212023 - Fire Emergency Response	\$ 67,797	51.93	Full-Time	\$ -	\$ 1,022	\$ -	\$ 65	\$ 71,596
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full-Time	\$ -	\$ 1,340	\$ -	\$ 85	\$ 93,857
FIRELT - Fire Lt	212023 - Fire Emergency Response	\$ 105,830	51.93	Full-Time	\$ -	\$ 1,565	\$ -	\$ 99	\$ 109,611
BATTCHF - Fire Battalion Chief	212023 - Fire Emergency Response	\$ 113,018	51.93	Full-Time	\$ -	\$ 1,680	\$ -	\$ 107	\$ 117,630
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full-Time	\$ -	\$ 1,347	\$ -	\$ 85	\$ 94,320
FF - Firefighter	212023 - Fire Emergency Response	\$ 86,434	51.93	Full-Time	\$ -	\$ 1,272	\$ -	\$ 81	\$ 89,083
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full-Time	\$ -	\$ 1,340	\$ -	\$ 85	\$ 93,857
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,516	51.93	Full-Time	\$ -	\$ 1,354	\$ -	\$ 86	\$ 94,786
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full-Time	\$ -	\$ 1,347	\$ -	\$ 85	\$ 94,320
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 65,189	51.93	Full-Time	\$ -	\$ 983	\$ -	\$ 62	\$ 68,842
FFPM X - Firefighter/ParamedicX	212023 - Fire Emergency Response	\$ 73,329	51.93	Full-Time	\$ -	\$ 1,106	\$ -	\$ 70	\$ 77,438
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,816	51.93	Full-Time	\$ -	\$ 1,358	\$ -	\$ 86	\$ 95,097
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,066	51.93	Full-Time	\$ -	\$ 1,340	\$ -	\$ 85	\$ 93,857
FFPM X - Firefighter/ParamedicX	212023 - Fire Emergency Response	\$ 76,262	51.93	Full-Time	\$ -	\$ 1,150	\$ -	\$ 73	\$ 80,536
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 89,766	51.93	Full-Time	\$ -	\$ 1,321	\$ -	\$ 84	\$ 92,517
FFPM - Firefighter/Paramedic	212023 - Fire Emergency Response	\$ 91,516	51.93	Full-Time	\$ -	\$ 1,347	\$ -	\$ 85	\$ 94,321
		\$ 4,766,713			\$ 7,806	\$ 66,339	\$ 9,545	\$ 4,459	\$ 4,961,551
	Merit Pool/Union Contracts/Adjustments	\$ 233,441							
		<u>\$ 5,000,153</u>							

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Police Department

Description

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

Key Metrics

<i>Measurable Statistics</i>	2017	2016	2015
Index Crime Rate	790	1041	1083
Traffic Stops	4,177	4,178	4,035
Traffic Citations*	5,269	5,494	4,347
Arrests**	355	388	477
Police Service Events***	42,956	38,841	30,664
Offense Reports****	3,754	2,677	1,117
Crash Reports	1,373	1,523	1,511

**Traffic Citations for 2016 and 2017 include Written Warnings.*

***Beginning in August 2016, arrest totals will be lower as a result of the decriminalization of cannabis*

****We have changed this category from Calls for Service to Police Service Events as a result of data changes in the new CAD system. From a historical perspective, 2015 was the transition from the old system to the new system, and 2016 the new CAD system. The new CAD system counts more officer activity, and therefore will reflect a higher number of events.*

*****Beginning in October 2016, Incident reporting requirements changed thus resulting in a higher number of Incident reports each month.*

Our 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.

Prior Year's Goals Status

Short-term complex

1. Improve technological infrastructure at City Hall/enhance technology in all departments.
 - a. Explore facility and vehicle technology upgrades
 - b. More toward at digital office

Status: Social Media Initiative. We have made significant progress in this area and continue to work on a few areas:

The President's Task Force on 21st Century Policing identified the importance of technology in improving policing practices and building community trust and legitimacy. The Park Ridge Police Department is committed to transparency and to providing time sensitive critical information to the public. To that end, the Park Ridge Police Department has been using news releases, Nixle Lite, Facebook, Twitter, Nextdoor and YouTube. This year we upgraded our Nixle subscription and have facilitated broader, quicker and more efficient dissemination of information.

E-Tickets – a RFP is currently being developed for this program.

2. Address Human Resources & Organizational Development Needs
 - a. Develop bench strength
 - b. Succession planning
 - c. Develop path to improve morale
 - d. Reduce employee turnover
 - e. Address compensation and compression needs in public safety and other departments

Status: The Sergeant promotional process was implemented and completed. Deputy Chief Mellema attended and completed the FBI National Academy. A new Police Officer list was published and candidates are being accepted off the new list to fill vacancies. The compensation study was completed and recommendations are being reviewed. A RFP is being processed on the first step for building improvements.

Short-term routine

1. Improve external customer service to residents

Status: "Procedural Justice in Practice: A Community Advisory Board (CAB) Approach" grant was completed. The overarching goal of this grant project is to develop an innovative community policing strategy by establishing a CAB with procedural justice as its foundation.

The project plan included several strategies to achieve the program outcomes identified by planning for, chartering and operationalizing a community advisory board within Park Ridge through the following actions:

- A. *Conducted two community-police Town Hall meetings to introduce the CAB model and to serve as listening sessions to understand the community's needs, concerns and questions*
- B. *Executed a recruiting effort strategically targeting stakeholder entities from a variety of organizations, backgrounds and concerns within the community to serve on the CAB*
- C. *Conducted education and information sharing sessions with the CAB on the pillars of procedural justice and discussion of their internal and external applications*
- D. *Met monthly with the CAB to discuss progress and opportunities for action, and next steps*

- E. Executed agreed-upon strategies to operationalize procedural justice within PRPD and in external efforts in partnership with the community.

Federal funding was approved for this unique opportunity and allowed PRPD funding to cover needed staff effort to work with the CAB and to operationalize the identified action steps that come from CAB recommendations. The grant is complete and the department is waiting for a final report.

In addition, external outreach continued with the Farmers Market, Coffee-with-a-cop, and Nixle upgrades.

- 2. Work to take a broader view of problem solving and alternatives
 - a. Explore/consider actions that include breaking silos, and traditional problem solving
 - b. Work to improve Council rapport and stability

Status: Maintain the communication flow between the Department and the Council regarding the on-going internal investigation that was concluded.

Long-term routine

- 1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization in the future
 - a. Be willing to break or flex the model on how to serve the community
 - b. Solidify a collaborative council – staff relationship – will achieve more through a cultural shift

Status: Conducted in-service training on the Police Improvement Act.

- 2. Explore integration of elements of Fire & Police Departments, and inspector and inspection services/work to establish cross-trained staff

Status: Participated in an Active Shooter with the Fire Department. Researched and purchased a new volunteer trailer, researched and purchased city back-up generator.

FY19 Proposed Goals/Strategic Initiatives

Short-term complex

- 1. Improve technological infrastructure at City Hall/ enhance technology in all departments.
 - a. Explore facility and vehicle technology upgrades
 - b. Move toward a digital office
- 2. Address Human Resources & Organizational Development Needs
 - a. Develop bench strength
 - b. Succession planning
 - c. Develop path to improve morale
 - d. Reduce employee turnover
 - e. Address compensation and compression needs in public safety and other departments
- 3. Establish and specify a city-wide facility maintenance, repair, replacement program and begin repairs based on priority
 - a. Conduct a space needs analysis for the existing Police Department facility – maximize what we have and be more energy efficient
 - b. Identify facility enhancements, improve work environment & space, HVAC, effectiveness, and service delivery efficiency

Short-term routine

- 1. Improve external customer service to residents

2. Work to take a broader view of problem solving and alternatives
 - a. Explore/consider actions that include breaking silos, and traditional problem solving
 - b. Work to improve Council rapport and stability

Long-term complex

1. Build a strong community service police culture dedicated to public trust and professionalism

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future
 - a. Be willing to break or flex the model on how to serve the community
 - b. Solidify a collaborative council - staff relationship – will achieve more through cultural shift

Noteworthy changes in FY19 budget assumptions, modeling and personnel

Headcount Changes

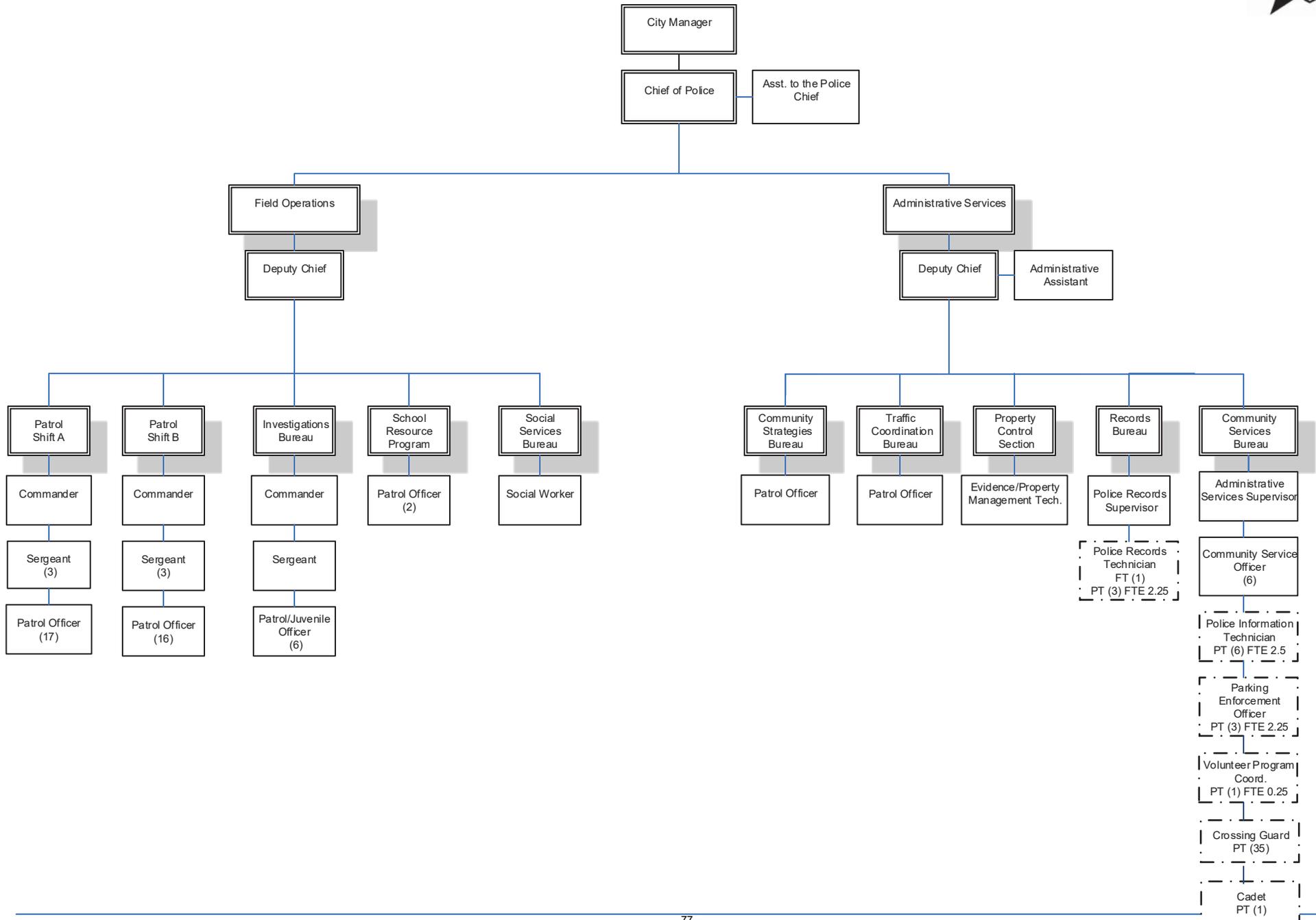
Cadet Program staff increase from 0.00 to .533

***headcount justification memo to be distributed before Public Safety Budget Workshop session*

Objectives for FY19

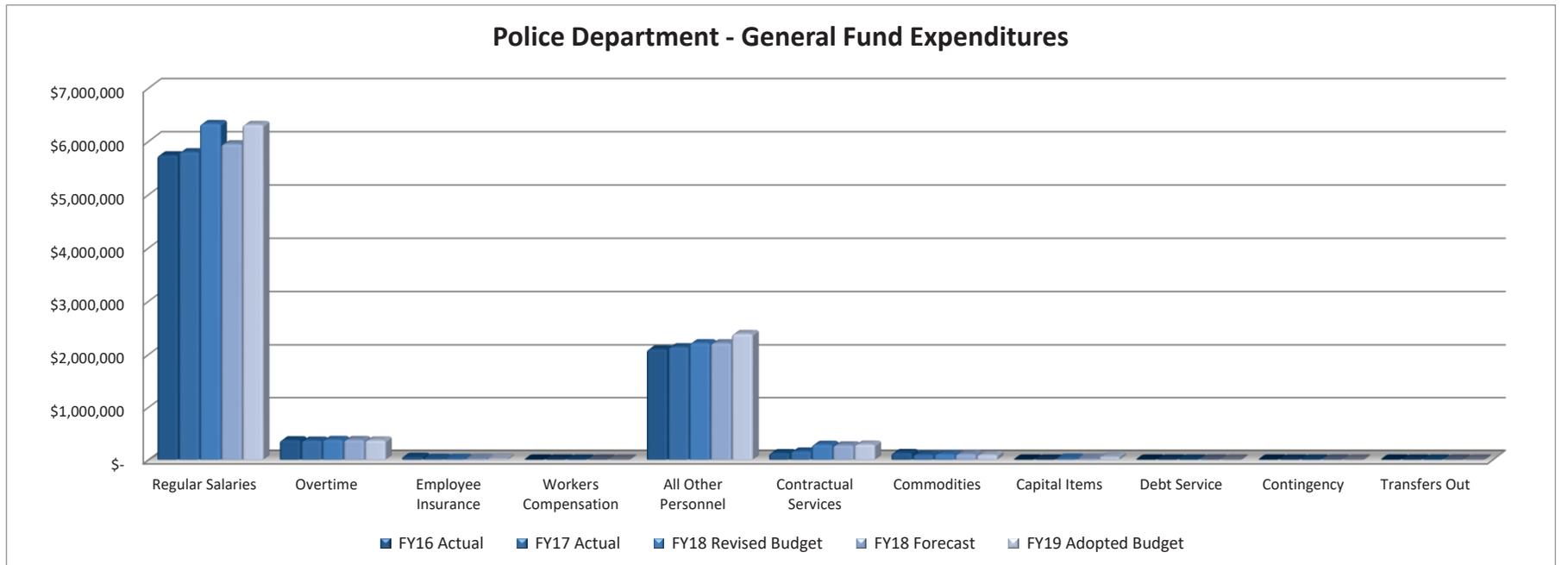
1. Implement a pilot SRO program in Lincoln Middle School – STR1, STR2
2. Implement a lateral entry program for police candidates – STC2, LTR1
3. Review and evaluate the recommendations of the compensation study – STC2, LTR1
4. Implement a field test and initiate rollout for the body camera program – STC1, STR2, LTC1
5. Increase the number of officers trained in the use of Tasers – STC1, STR1
6. Pilot test for the elimination of staffing at Post 1 for the midnight shift – STR2, LTR1
7. Implement recommendations on the building study – STC2, STC3, LTR1
8. Conduct leadership training to rebuild a command/supervisory team – STC2, LTR1
9. Pilot test a police cadet program – STC2, LTR1

Park Ridge Police Department



Police Department - General Fund Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 5,739,567	\$ 5,797,599	\$ 6,327,895	\$ 5,947,382	\$ 6,310,871
Overtime	\$ 373,974	\$ 367,120	\$ 379,792	\$ 377,498	\$ 370,000
Employee Insurance	\$ 51,077	\$ 23,219	\$ 23,637	\$ 23,522	\$ 25,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ 2,097,226	\$ 2,136,945	\$ 2,212,760	\$ 2,212,010	\$ 2,385,962
Contractual Services	\$ 128,457	\$ 158,433	\$ 286,958	\$ 275,627	\$ 290,820
Commodities	\$ 131,749	\$ 98,686	\$ 106,434	\$ 106,434	\$ 93,350
Capital Items	\$ -	\$ -	\$ 27,000	\$ 23,750	\$ 58,701
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 8,522,051	\$ 8,582,001	\$ 9,364,476	\$ 8,966,223	\$ 9,534,704
Total Less Transfers	\$ 8,522,051	\$ 8,582,001	\$ 9,364,476	\$ 8,966,223	\$ 9,534,704



Police Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1002011		<u>Police Administration</u>						
1002011	910000	REGULAR SALARIES	\$ 1,060,912	\$ 982,725	\$ 1,109,459	\$ 998,407	\$ 1,186,495	Pro-rated salary Deputy Chief: \$81K; Cadet program: \$15K, Merit Pool/Union Contracts/Adjustments
1002011	915200	OVERTIME	\$ 13,024	\$ 14,873	\$ 20,000	\$ 20,000	\$ 20,000	Overtime resulting from special assignments is billed to party utilizing services, revenue recorded in City General Fund
1002011	921011	PSEBA	\$ 51,077	\$ 23,219	\$ 23,637	\$ 23,522	\$ 25,000	One "Public Safety Employee Benefits Act" Member
1002011	926400	UNIFORMS- PAYROLL	\$ 225	\$ 600	\$ 1,200	\$ 1,200	\$ 300	
1002011	940100	TELECOMMUNICATIONS	\$ 3,382	\$ 3,477	\$ 25,181	\$ 25,181	\$ 18,000	Departmental cell phones (\$1,500/month)
1002011	943700	TRAINING	\$ 30,665	\$ 36,537	\$ 38,000	\$ 38,000	\$ 38,000	Training, academy new hires, promotions, specialized courses
1002011	947400	MEMBERSHIP DUES	\$ 18,663	\$ 18,075	\$ 15,520	\$ 15,520	\$ 20,000	Annual dues: training, multi-jurisdictional task force, mutual aid programs and other police memberships
1002011	948500	GENERAL CONTRACTUAL SERV						Staffing Agency-Temporary Deputy Police Chief: (4) Months: \$44K; P-4 Security Solutions: \$12K; Records laser fiche project: \$7K; Online training subscription: \$5K; Misc. Vendors: \$13,200 (leadership training; Service agreements, software licenses, translators, court reporters, counseling services, firing range . (FY18 included Department of Justice Grant, \$45,000)
1002011	949100	PENSION PAYMENTS	\$ 17,498	\$ 16,963	\$ 70,957	\$ 70,957	\$ 84,000	
1002011	952000	MATERIALS	\$ 2,027,060	\$ 2,061,179	\$ 2,130,010	\$ 2,130,010	\$ 2,319,112	
		Total Police Administration	\$ 3,283,025	\$ 3,211,678	\$ 3,469,398	\$ 3,358,231	\$ 3,732,157	Office Supplies, report forms, awards (FY17 included \$14,434 for a grant)
1002012		<u>Investigations</u>						
1002012	910000	REGULAR SALARIES	\$ 860,517	\$ 906,165	\$ 929,214	\$ 906,967	\$ 932,089	
1002012	915200	OVERTIME	\$ 94,792	\$ 79,647	\$ 94,792	\$ 82,498	\$ 95,000	
1002012	926400	UNIFORMS- PAYROLL	\$ 6,700	\$ 5,950	\$ 7,400	\$ 6,650	\$ 7,400	Investigation personnel
1002012	948500	GENERAL CONTRACTUAL SERV	\$ 8,701	\$ 8,454	\$ 10,000	\$ 10,000	\$ 10,000	Critical Reach Message System, LEADS online, Subpoena and fingerprint processing
1002012	952000	MATERIALS	\$ 1,992	\$ 724	\$ 3,000	\$ 3,000	\$ 3,000	Surveillance equipment maintenance/replacement, Special Evidence Technician
		Total Investigations	\$ 972,702	\$ 1,000,940	\$ 1,044,406	\$ 1,009,115	\$ 1,047,489	

Police Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1002013		<u>Communications/Technology</u>						
1002013	915000	EXTRA HELP	\$ 8,268	\$ 13,564	\$ -	\$ -	\$ -	
								Cook County radio System: \$20K; LEADS/T1: \$10K; equipment/inspectional auditing software
1002013	948500	GENERAL CONTRACTUAL SERV	\$ 21,400	\$ 23,229	\$ 62,800	\$ 62,800	\$ 41,920	\$5,400; NIXLE \$4,120; CABS T1: \$2,400
1002013	990100	CITY GENERATOR	\$ -	\$ -	\$ 27,000	\$ 23,750	\$ -	
	Total	Communications/Technology	\$ 29,668	\$ 36,793	\$ 89,800	\$ 86,550	\$ 41,920	
1002014		<u>Patrol</u>						
1002014	910000	REGULAR SALARIES	\$ 3,612,194	\$ 3,707,934	\$ 4,073,810	\$ 3,843,436	\$ 3,977,271	
1002014	913000	CROSSING GUARDS	\$ 116,378	\$ 110,477	\$ 123,000	\$ 108,209	\$ 123,000	
1002014	915200	OVERTIME	\$ 266,157	\$ 272,600	\$ 265,000	\$ 275,000	\$ 255,000	
1002014	926000	UNIFORMS	\$ 30,573	\$ 32,252	\$ 47,000	\$ 47,000	\$ 32,000	Uniforms: new hires/quartermaster system, equipment
1002014	926400	UNIFORMS- PAYROLL	\$ 23,650	\$ 22,650	\$ 26,400	\$ 26,400	\$ 26,400	
1002014	942100	BUILDING MAINTENANCE	\$ 6,416	\$ 18,859	\$ 20,000	\$ 8,669	\$ 20,000	
1002014	942300	SQUAD EMERG EQUIP REPAIR	\$ 5,009	\$ 11,479	\$ 10,000	\$ 10,000	\$ 22,000	Radios, squad equipment, repairs and radar repairs; Three new radios: \$12K
1002014	948200	STRAY ANIMAL IMPOUND	\$ 1,481	\$ 1,086	\$ 3,000	\$ 3,000	\$ 3,000	
1002014	948500	GENERAL CONTRACTUAL SERV	\$ 12,559	\$ 17,477	\$ 28,000	\$ 28,000	\$ 30,400	Annual fee for Speed Sentry Access, Automated Scale Corporation, bike maintenance
1002014	952000	MATERIALS	\$ 59,247	\$ 39,019	\$ 50,000	\$ 50,000	\$ 59,100	Ammunition, tasers, radar, medical supplies, flares, reports, prisoner meals, range supplies and evidence technician supplies; Two new Speed Sentries \$9,100
1002014	990100	MACHINERY & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 58,701	Body Worn Cameras-1st year contractual expenses
	Total	Patrol	\$ 4,133,666	\$ 4,233,833	\$ 4,646,210	\$ 4,399,714	\$ 4,606,872	
1002015		<u>Crime Prevention Strategies</u>						
1002015	910000	REGULAR SALARIES	\$ 89,565	\$ 90,297	\$ 92,412	\$ 90,363	\$ 92,016	
1002015	926400	UNIFORMS- PAYROLL	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	
1002015	948300	MILEAGE COMPENSATION	\$ 2,682	\$ 2,797	\$ 3,500	\$ 3,500	\$ 3,500	Citizen Partrol mileage reimbursement
1002015	952000	MATERIALS	\$ 9,993	\$ 4,913	\$ 18,000	\$ 18,000	\$ 10,000	FY18 Budget included one-time expenses for volunteer trailer and mental health brochures: \$4K each
	Total	Crime Prevention Strategies	\$ 102,990	\$ 98,757	\$ 114,662	\$ 112,613	\$ 106,266	
	Total	Police Expenditures	\$ 8,522,051	\$ 8,582,001	\$ 9,364,476	\$ 8,966,223	\$ 9,534,704	

Police Department - Salary Detail

Job title	Home Department Code	FY18		Weekly Hours	FT/PT	SS		Medicare	IMRF	Life	Total
		Base Amount (Annual)				6.20%	1.45%	9.09%	0.009%		
ADMASST - Admin Assistant	202011 - Police Administration	\$ 44,353		37.5	Full-Time	\$ 2,805	\$ 656	\$ 4,112	\$ 42	\$ 52,854	
ADSVSSPV - Administrative Services Supervisor	202011 - Police Administration	\$ 70,000		37.5	Full-Time	\$ 4,449	\$ 1,040	\$ 6,522	\$ 66	\$ 83,827	
ASTPDCHEF - Assistant to the Police Chief	202011 - Police Administration	\$ 55,620		37.5	Full-Time	\$ 3,535	\$ 827	\$ 5,182	\$ 52	\$ 66,606	
CSO - Community Service Officer	202011 - Police Administration	\$ 50,442		37.5	Full-Time	\$ 3,190	\$ 746	\$ 4,677	\$ 47	\$ 60,111	
CSO - Community Service Officer	202011 - Police Administration	\$ 57,032		37.5	Full-Time	\$ 3,580	\$ 837	\$ 5,249	\$ 53	\$ 67,465	
CSO - Community Service Officer	202011 - Police Administration	\$ 43,052		37.5	Full-Time	\$ 2,723	\$ 637	\$ 3,992	\$ 40	\$ 51,304	
CSO - Community Service Officer	202011 - Police Administration	\$ 59,490		37.5	Full-Time	\$ 3,734	\$ 873	\$ 5,475	\$ 55	\$ 70,372	
CSO - Community Service Officer	202011 - Police Administration	\$ 47,532		37.5	Full-Time	\$ 3,006	\$ 703	\$ 4,407	\$ 45	\$ 56,644	
CSO - Community Service Officer	202011 - Police Administration	\$ 43,052		37.5	Full-Time	\$ 2,723	\$ 637	\$ 3,992	\$ 40	\$ 51,304	
DEPTPOFC - Deputy Police Chief	202011 - Police Administration	\$ 117,211		37.5	Full-Time	\$ -	\$ 1,173	\$ -	\$ 111	\$ 82,148	
EVIDTECH - Evidence/Property Management Tech.	202011 - Police Administration	\$ 44,791		37.5	Full-Time	\$ 2,833	\$ 662	\$ 4,153	\$ 42	\$ 53,377	
POLCHIEF - Police Chief	202011 - Police Administration	\$ 149,894		37.5	Full-Time	\$ -	\$ 2,228	\$ -	\$ 141	\$ 156,010	
POLINFO - Police Info Tech	202011 - Police Administration	\$ 11,934		15	Part-Time	\$ 755	\$ 177	\$ -	\$ -	\$ 13,107	
POLINFO - Police Info Tech	202011 - Police Administration	\$ 12,418		15	Part-Time	\$ 785	\$ 184	\$ -	\$ -	\$ 13,636	
POLINFO - Police Info Tech	202011 - Police Administration	\$ 11,934		15	Part-Time	\$ 755	\$ 177	\$ -	\$ -	\$ 13,107	
POLINFO - Police Info Tech	202011 - Police Administration	\$ 11,700		15	Part-Time	\$ 740	\$ 173	\$ -	\$ -	\$ 12,847	
POLINFO - Police Info Tech	202011 - Police Administration	\$ 12,667		15	Part-Time	\$ 801	\$ 187	\$ -	\$ -	\$ 13,913	
POLINFO - Police Info Tech	202011 - Police Administration	\$ 11,474		15	Part-Time	\$ 725	\$ 170	\$ -	\$ -	\$ 12,595	
POLREC - Police Records Tech	202011 - Police Administration	\$ 39,743		37.5	Full-Time	\$ 2,513	\$ 588	\$ 3,685	\$ 37	\$ 47,361	
POLREC - Police Records Tech	202011 - Police Administration	\$ 30,130		29	Part-Time	\$ 1,905	\$ 446	\$ 2,794	\$ -	\$ 35,878	
POLREC - Police Records Tech	202011 - Police Administration	\$ 30,130		29	Part-Time	\$ 1,905	\$ 446	\$ -	\$ -	\$ 33,084	
POLREC - Police Records Tech	202011 - Police Administration	\$ 30,130		29	Part-Time	\$ 1,905	\$ 446	\$ 2,794	\$ -	\$ 35,878	
RECSUPV - Records Supervisor	202011 - Police Administration	\$ 72,740		37.5	Full-Time	\$ 4,623	\$ 1,081	\$ 6,777	\$ 69	\$ 87,108	
VPRCORD - Volunteer Program Coord.	202011 - Police Administration	\$ 15,000		15	Part-Time	\$ 930	\$ 218	\$ -	\$ -	\$ 16,148	
PATROFF - Patrol Officer	202012 - Police Investigation	\$ 90,262		40	Full-Time	\$ -	\$ 1,333	\$ -	\$ 85	\$ 93,333	
PATROFF - Patrol Officer	202012 - Police Investigation	\$ 89,812		40	Full-Time	\$ -	\$ 1,322	\$ -	\$ 84	\$ 92,565	
PATROFF - Patrol Officer	202012 - Police Investigation	\$ 89,812		40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,021	
PATROFF - Patrol Officer	202012 - Police Investigation	\$ 89,812		40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,021	
PATROFF - Patrol Officer	202012 - Police Investigation	\$ 90,562		40	Full-Time	\$ -	\$ 1,339	\$ -	\$ 85	\$ 93,798	
PATROFF - Patrol Officer	202012 - Police Investigation	\$ 90,262		40	Full-Time	\$ -	\$ 1,335	\$ -	\$ 85	\$ 93,487	
PATROFF - Patrol Officer	202012 - Police Investigation	\$ 89,812		40	Full-Time	\$ -	\$ 1,322	\$ -	\$ 84	\$ 92,565	
POLCOMM - Police Commander	202012 - Police Investigation	\$ 108,559		40	Full-Time	\$ -	\$ 1,613	\$ -	\$ 102	\$ 112,989	
POLSGT - Police Sergeant	202012 - Police Investigation	\$ 101,780		40	Full-Time	\$ -	\$ 1,528	\$ -	\$ 97	\$ 106,981	
SOCWRK - Police Social Worker	202012 - Police Investigation	\$ 69,530		37.5	Full-Time	\$ 4,419	\$ 1,033	\$ 6,478	\$ 66	\$ 83,264	
DEPTPOFC - Deputy Police Chief	202014 - Police Patrol	\$ 116,258		37.5	Full-Time	\$ -	\$ 1,728	\$ -	\$ 110	\$ 121,002	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262		40	Full-Time	\$ -	\$ 1,335	\$ -	\$ 85	\$ 93,487	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262		40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,029	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,562		40	Full-Time	\$ -	\$ 1,339	\$ -	\$ 85	\$ 93,798	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262		40	Full-Time	\$ -	\$ 1,333	\$ -	\$ 85	\$ 93,333	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 62,856		40	Full-Time	\$ -	\$ 988	\$ -	\$ 63	\$ 69,194	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 62,856		40	Full-Time	\$ -	\$ 988	\$ -	\$ 63	\$ 69,194	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262		40	Full-Time	\$ -	\$ 1,335	\$ -	\$ 85	\$ 93,487	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 88,512		40	Full-Time	\$ -	\$ 1,303	\$ -	\$ 83	\$ 91,225	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262		40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,029	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,562		40	Full-Time	\$ -	\$ 1,339	\$ -	\$ 85	\$ 93,798	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 89,812		40	Full-Time	\$ -	\$ 1,326	\$ -	\$ 84	\$ 92,869	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262		40	Full-Time	\$ -	\$ 1,335	\$ -	\$ 85	\$ 93,487	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 84,297		40	Full-Time	\$ -	\$ 1,283	\$ -	\$ 81	\$ 89,877	
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 88,512		40	Full-Time	\$ -	\$ 1,302	\$ -	\$ 83	\$ 91,197	

Police Department - Salary Detail

Job title	Home Department Code	FY18 Base Amount (Annual)	Weekly Hours	FT/PT	SS 6.20%	Medicare 1.45%	IMRF 9.09%	Life 0.009%	Total
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 89,812	40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,021
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 89,812	40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,021
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 89,812	40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,021
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 68,143	40	Full-Time	\$ -	\$ 1,038	\$ -	\$ 66	\$ 72,656
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262	40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,029
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262	40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,029
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 80,285	40	Full-Time	\$ -	\$ 1,222	\$ -	\$ 78	\$ 85,597
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262	40	Full-Time	\$ -	\$ 1,335	\$ -	\$ 85	\$ 93,487
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 89,812	40	Full-Time	\$ -	\$ 1,322	\$ -	\$ 84	\$ 92,565
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262	40	Full-Time	\$ -	\$ 1,335	\$ -	\$ 85	\$ 93,487
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 71,553	40	Full-Time	\$ -	\$ 1,164	\$ -	\$ 74	\$ 81,523
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 89,812	40	Full-Time	\$ -	\$ 1,322	\$ -	\$ 84	\$ 92,565
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,562	40	Full-Time	\$ -	\$ 1,339	\$ -	\$ 85	\$ 93,798
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 71,553	40	Full-Time	\$ -	\$ 1,164	\$ -	\$ 74	\$ 81,523
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 62,856	40	Full-Time	\$ -	\$ 988	\$ -	\$ 63	\$ 69,194
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 68,143	40	Full-Time	\$ -	\$ 1,038	\$ -	\$ 66	\$ 72,656
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 68,143	40	Full-Time	\$ -	\$ 1,038	\$ -	\$ 66	\$ 72,656
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262	40	Full-Time	\$ -	\$ 1,335	\$ -	\$ 85	\$ 93,487
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 90,262	40	Full-Time	\$ -	\$ 1,335	\$ -	\$ 85	\$ 93,487
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 62,856	40	Full-Time	\$ -	\$ 988	\$ -	\$ 63	\$ 69,194
PATROFF - Patrol Officer	202014 - Police Patrol	\$ 62,856	40	Full-Time	\$ -	\$ 988	\$ -	\$ 63	\$ 69,194
POLCOMM - Police Commander	202014 - Police Patrol	\$ 108,009	40	Full-Time	\$ -	\$ 1,605	\$ -	\$ 102	\$ 112,416
POLCOMM - Police Commander	202014 - Police Patrol	\$ 90,562	40	Full-Time	\$ -	\$ 1,346	\$ -	\$ 85	\$ 94,257
POLSGT - Police Sergeant	202014 - Police Patrol	\$ 97,427	40	Full-Time	\$ -	\$ 1,459	\$ -	\$ 93	\$ 102,190
POLSGT - Police Sergeant	202014 - Police Patrol	\$ 102,080	40	Full-Time	\$ -	\$ 1,532	\$ -	\$ 97	\$ 107,290
POLSGT - Police Sergeant	202014 - Police Patrol	\$ 101,780	40	Full-Time	\$ -	\$ 1,528	\$ -	\$ 97	\$ 106,981
POLSGT - Police Sergeant	202014 - Police Patrol	\$ 101,780	40	Full-Time	\$ -	\$ 1,528	\$ -	\$ 97	\$ 106,981
POLSGT - Police Sergeant	202014 - Police Patrol	\$ 97,427	40	Full-Time	\$ -	\$ 1,464	\$ -	\$ 93	\$ 102,495
POLSGT - Police Sergeant	202014 - Police Patrol	\$ 102,080	40	Full-Time	\$ -	\$ 1,532	\$ -	\$ 97	\$ 107,290
PATROFF - Patrol Officer	202015 - Police Crime Prevention	\$ 90,262	40	Full-Time	\$ -	\$ 1,328	\$ -	\$ 84	\$ 93,029
SCHCROSS - Crossing Guard	214913 - Police Crossing Guards	\$ 121,686	5	Part-Time	\$ 7,545	\$ 1,764	\$ -	\$ -	\$ 130,995
		\$ 6,009,144							
	Merit Pool/Union Contracts/Adjustments	\$ 242,681							
	Stipends	\$ 44,046							
	Personnel Change	\$ 15,000							
		\$ 6,310,871							

Stipend Detail	
Crime Prevention	\$ 400
Investigations	\$ 2,300
Administration	\$ 6,050
Patrol	\$ 35,296
Total	\$ 44,046

Personnel Change	
Cadet Program (.50 FTE)	\$ 15,000
Total	\$ 15,000



Public Works Department

Description

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

Key Metrics

<i>Measurable Statistics</i>	2017	2016	2015
Water Main breaks & service leaks	57	51	74
Snow & Ice removal (by man hours)	879	718	3,474
Salt used (by ton)	1,524	2,056	3,585
Sewer Flushing (by linear feet)	111,190	218,270	75,127
Catch Basin & Inlets cleaning	2,696	2,288	1,885
Tree Removal & Plantings	393 / 610	729 / 673	1,170
Water Meter readings & service calls (by man hours)	2,083	1,701	1,920
Water Meter installation	293	437	1,198
Street Sweeping (by curb mile)	4,225	4,893	4,376
Alley Grading (by linear feet)	37,138	63,931	37,068
Parking Meters (by man hours)	466	712	559
JULIE Locates	5,866	6,424	5,662

Prior Year's Goals Status

Short-term complex

1. Establish and fund a stormwater utility and funding of stormwater project
 - a. Identification of flood projects resulting from master planning underway

Status: Stormwater Master Plan completed and presented to Council. Stormwater Utility Fee still under discussion.

Our 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.

2. Improve technological infrastructure at City Hall/ enhance technology in all departments.
 - a. Implement and expand use of online technology for transactions, meter reads, payables, receivables, etc.
 - b. Move toward a digital office

Status: Water Rate study nearing completion; auto meter reads part of this study. Forestry and Engineering moving towards mobile office.

3. Address Human Resources & Organizational Development Needs
 - a. Develop bench strength
 - b. Succession planning
 - c. Develop path to improve morale
 - d. Reduce employee turnover
 - e. Address compensation and compression needs in public safety and other departments

Status: Employee Salary Study complete. Part time Administrative Assistant at the Service Center included in FY19 budget for succession planning.

Short-term routine

1. Create an overall infrastructure plan
 - a. Roads, sidewalks, curbs, lighting
 - b. Expand our sewer lining program and lengthen service life of sewer facilities

Status: Draft citywide Capital Improvement Plan complete.

2. Improve external customer service to residents

Status: Part time Administrative Assistant at the Service Center included in FY19

3. Work to take a broader view of problem solving and alternatives
 - a. Explore/consider actions that include breaking silos, and traditional problem solving
 - b. Work to improve Council rapport and stability

Status: All factions of Operations being reviewed throughout the year

Long-term complex

1. Manage our stormwater master plan; the stormwater utility will be up and running and initial multi-year projects functioning within a fair framework flood program that works

Status: Stormwater Master Plan complete, ongoing discussion in Council

2. See installation phase/construction begin on portions of our long-term/ adopted infrastructure plan

Status: Ongoing

3. Improve technology according to our long term/IT plan

Status: Ongoing

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future
 - a. Be willing to break or flex the model on how to serve the community
 - b. Solidify a collaborative council - staff relationship – achieve more through cultural shift

Status: Continued cross training, ongoing education

FY19 Proposed Goals/Strategic Initiatives

Short-term complex

1. Establish and fund a stormwater utility and funding of stormwater projects
 - a. Identification of flood projects resulting from master planning underway
2. Improve technological infrastructure at City Hall/ enhance technology in all departments.
 - a. Implement and expand use of online technology for transactions, meter reads, payables, receivables, etc.
 - b. Move toward a digital office
3. Address Human Resources & Organizational Development Needs
 - a. Develop bench strength
 - b. Succession planning
 - c. Develop path to improve morale
 - d. Reduce employee turnover
 - e. Address compensation and compression needs in public safety and other departments

Short-term routine

1. Create an overall infrastructure plan
 - a. Roads, sidewalks, curbs, lighting
 - b. Expand our sewer lining program and lengthen service life of sewer facilities
2. Improve external customer service to residents
3. Work to take a broader view of problem solving and alternatives
 - c. Explore/consider actions that include breaking silos, and traditional problem solving
 - d. Work to improve Council rapport and stability

Long-term complex

1. Manage our stormwater utility master plan; the stormwater utility is part of the Municipal Code
2. See installation phase/construction begin on portions of our long-term/ adopted infrastructure plan
3. Improve technology according to our long term/IT plan
4. Continued elevation of our Uptown area while also making progress improvements in other commercial corridors

Long-term routine

1. Continue to build institutional knowledge, staff depth, skills and strategy on how to “evolve” the organization for the future
 - a. Be willing to break or flex the model on how to serve the community
 - b. Solidify a collaborative council - staff relationship – achieve more through cultural shift!
2. Improve/resurface/reconstruct alleys in town and improve gravel alleys

Noteworthy changes in FY19 budget assumptions, modeling and personnel

Headcount changes

One (1) part time administrative assistant for the Service Center – STC3, STR2

*headcount justification memo to be distributed before Public Works Budget Workshop session

Resurface Dee Road Metra parking lot – included \$60,000

Address deferred maintenance issue, mitigate liability exposure – STR1, STR2, LTC2

Service Center initiatives – included \$250,000

Reparations to Service Center parking deck and roof – STR1, STR2, LTC2

Maintain elevated sewer lining spend – included \$600,000 (see Sewer Fund)

Infrastructure investment to increase lining – STC1, STR1, LTC1, LTC2

Maintain elevated water main replacement spend – included \$1,500,000 (see Water Fund)

Infrastructure investment to increase replacement to 1.5 miles – STC1, STR1, LTC1, LTC2

Service Center Fuel System Upgrades – included \$120,000 – STR1, STR2, LTC2

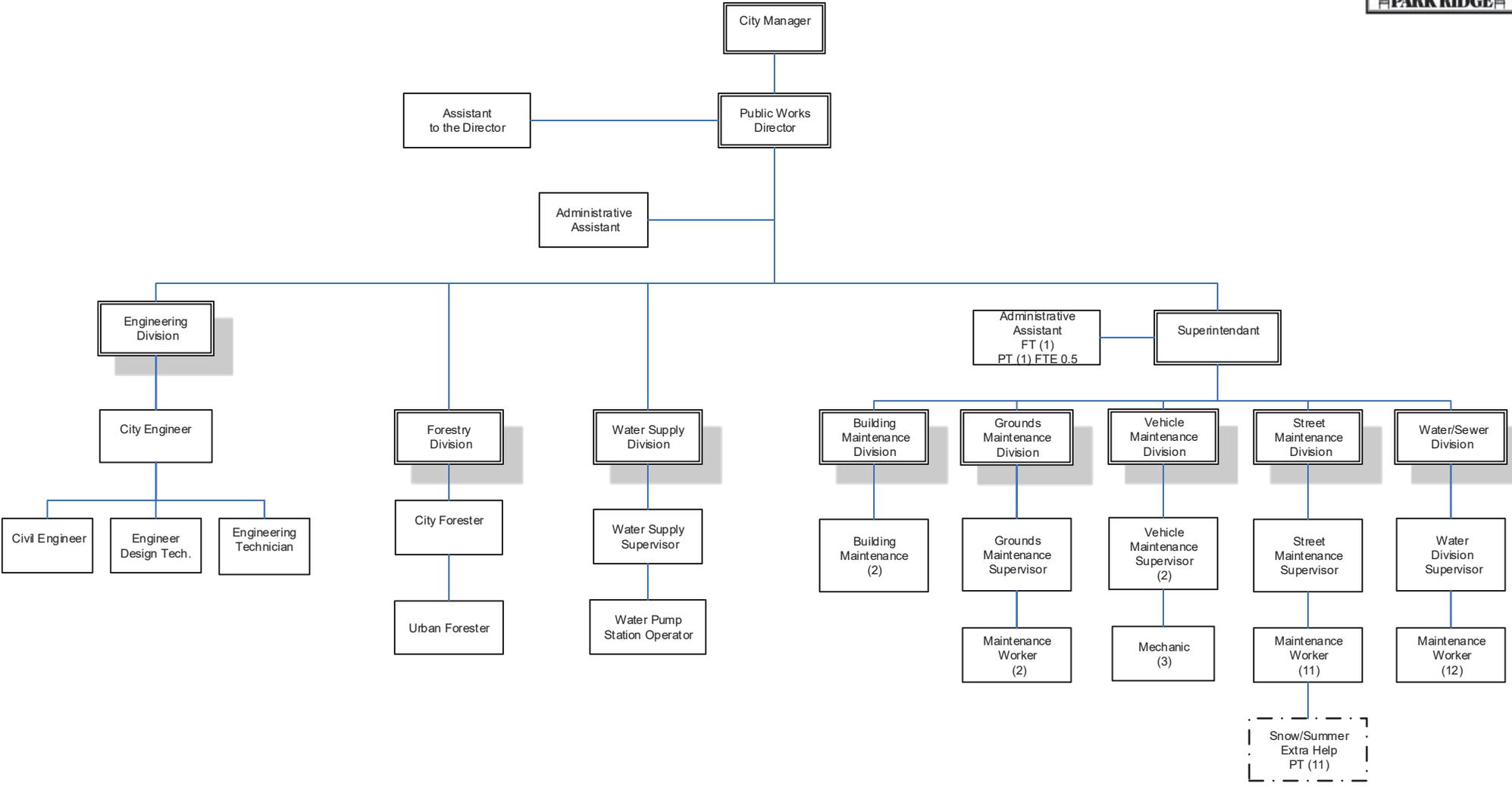
Alley Restoration – included \$50,000 – STR1, LTR2

Repair of alleys already paved

Northwest Highway ITEP Streetscape – partially funded by ITEP Grant – STR1, LTC2, LTC4

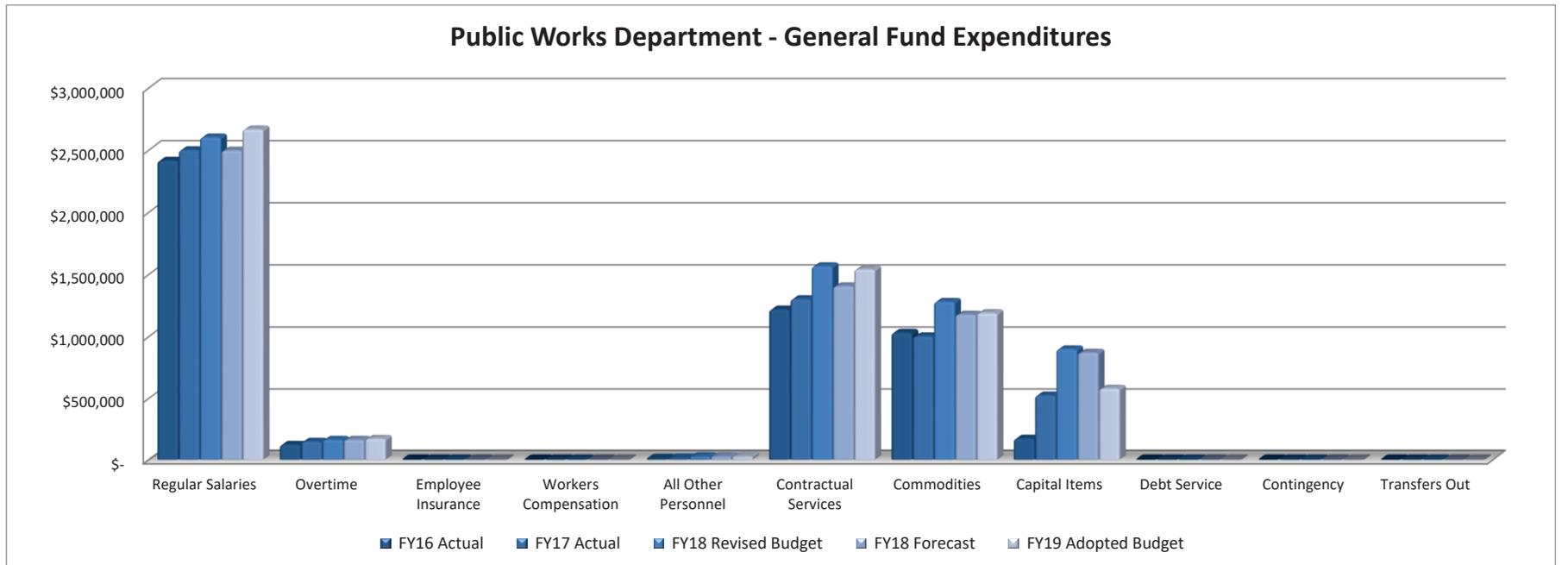
South Water Supply Station Driveway Restoration – included \$40,000 – STR1, LTC2

Public Works Department



Public Works Department - General Fund Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 2,415,283	\$ 2,500,142	\$ 2,602,523	\$ 2,496,910	\$ 2,666,835
Overtime	\$ 122,101	\$ 146,726	\$ 163,000	\$ 163,000	\$ 171,000
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ 9,380	\$ 11,964	\$ 26,000	\$ 26,000	\$ 26,500
Contractual Services	\$ 1,218,050	\$ 1,301,528	\$ 1,565,958	\$ 1,404,635	\$ 1,541,000
Commodities	\$ 1,031,089	\$ 1,001,666	\$ 1,280,051	\$ 1,176,776	\$ 1,189,500
Capital Items	\$ 172,200	\$ 524,075	\$ 898,475	\$ 870,435	\$ 580,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 4,968,102	\$ 5,486,102	\$ 6,536,007	\$ 6,137,755	\$ 6,174,835
Total Less Transfers	\$ 4,968,102	\$ 5,486,102	\$ 6,536,007	\$ 6,137,755	\$ 6,174,835



Public Works Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1003011		<u>Public Works Admin</u>						
1003011	910000	REGULAR SALARIES	\$ 301,049	\$ 310,523	\$ 326,756	\$ 316,475	\$ 353,279	Merit Pool/Union Contracts/Adjustments; \$21K new-hire Part-time Public Works Service Center (PWSC) Administrative Specialist
1003011	943700	TRAINING	\$ 1,999	\$ 3,269	\$ 5,000	\$ 4,455	\$ 6,000	New hires, certifications; training for all divisions; Forestry: Tree Risk Assessment Qualification Course
1003011	947400	MEMBERSHIP DUES	\$ 1,950	\$ 2,380	\$ 3,000	\$ 3,000	\$ 3,500	American Public Works Association; International Society of Arborists; Muni Fleet Manager; Commercial Drivers License reimbursement
1003011	948500	GENERAL CONTRACTUAL SERV	\$ 201	\$ 267	\$ 1,000	\$ 417	\$ 1,000	
1003011	952000	MATERIALS	\$ 2,540	\$ 2,464	\$ 4,500	\$ 4,253	\$ 5,000	
		Total Public Works Admin	\$ 307,738	\$ 318,902	\$ 340,256	\$ 328,600	\$ 368,779	
1003012		<u>Engineering</u>						
1003012	910000	REGULAR SALARIES	\$ 309,859	\$ 308,398	\$ 318,881	\$ 314,148	\$ 327,922	
1003012	915200	OVERTIME	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	
1003012	948500	GENERAL CONTRACTUAL SERV	\$ 102,172	\$ 101,231	\$ 116,000	\$ 108,840	\$ 118,000	Geographic Information System Consortium:\$98K; Environmental System Research Institute: \$6K; Engineering Consultants: \$14K
1003012	952000	MATERIALS	\$ 820	\$ 1,160	\$ -	\$ -	\$ 2,000	Engineering supplies
		Total Engineering	\$ 412,851	\$ 410,789	\$ 435,881	\$ 423,988	\$ 448,922	
1003021		<u>Traffic Control</u>						
1003021	942600	ELECTRICAL EQUIP MAINT	\$ 106,338	\$ 105,167	\$ 127,600	\$ 118,505	\$ 140,000	Illinois Department Of Transportation Traffic Control; Meade Co. traffic light repairs
1003021	952000	MATERIALS	\$ 24,253	\$ 23,507	\$ 32,000	\$ 32,000	\$ 32,000	Signs; traffic control materials
1003021	991008	TRAFFIC IMPRVMENT	\$ -	\$ 21,200	\$ -	\$ -	\$ -	- Last traffic preemption device installed in FY17
		Total Traffic Control	\$ 130,591	\$ 149,874	\$ 159,600	\$ 150,505	\$ 172,000	
1003022		<u>Street Lighting</u>						
1003022	942600	ELECTRICAL EQUIP MAINT	\$ 37,222	\$ 41,996	\$ 82,400	\$ 68,991	\$ 70,000	Street light repairs/replacements
1003022	955500	ELECTRICITY	\$ 185,203	\$ 186,311	\$ 151,725	\$ 195,627	\$ 206,000	
		Total Street Lighting	\$ 222,425	\$ 228,308	\$ 234,125	\$ 264,618	\$ 276,000	

Public Works Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1003023		<u>Snow & Storm Control</u>						
1003023	915000	EXTRA HELP	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	Seasonal; snow removal Per International Union of Operating Engineers Contract (IUOE) Local 150 Contract; General
1003023	915200	OVERTIME	\$ 97,849	\$ 121,047	\$ 131,000	\$ 131,000	\$ 135,000	Fund consolidated here in FY16
1003023	948500	GENERAL CONTRACTUAL SERV	\$ -	\$ 2,775	\$ 3,500	\$ 3,500	\$ 3,500	Murray & Trettel (snow warning)
1003023	958000	SNOW REMOVAL SUPPLIES	\$ 222,062	\$ 150,258	\$ 200,000	\$ 200,000	\$ 200,000	Salt & calcium chloride; \$10K for calcium chloride
	Total	Snow & Storm Control	\$ 319,911	\$ 274,080	\$ 344,500	\$ 344,500	\$ 348,500	
1003024		<u>Street Maintenance</u>						
1003024	910000	REGULAR SALARIES	\$ 1,092,165	\$ 1,121,781	\$ 1,199,598	\$ 1,118,077	\$ 1,205,117	
1003024	926000	UNIFORMS	\$ 9,380	\$ 11,964	\$ 16,000	\$ 16,000	\$ 16,500	Uniform reimbursements and uniform rentals per IUOE Local 150 Contract
1003024	942000	STRIPING	\$ 36,077	\$ 39,500	\$ 45,000	\$ 41,417	\$ 45,000	Annual road striping: \$45K
1003024	948500	GENERAL CONTRACTUAL SERV	\$ 932	\$ 522	\$ 1,000	\$ 1,000	\$ 1,000	
1003024	952000	MATERIALS	\$ 93,683	\$ 89,609	\$ 110,000	\$ 110,000	\$ 105,000	Asphalt, stone and gravel for pothole repairs
	Total	Street Maintenance	\$ 1,232,236	\$ 1,263,376	\$ 1,371,598	\$ 1,286,494	\$ 1,372,617	
1003025		<u>Sidewalk Maintenance</u>						
1003025	952000	MATERIALS	\$ 931	\$ 1,370	\$ 3,000	\$ 3,000	\$ 3,000	
1003025	995400	SIDEWALK REPAIRS	\$ 143,019	\$ 181,208	\$ 180,000	\$ 151,960	\$ 160,000	FY18: replaced/repared 1,286 sidewalk squares; FY18 forecast under budget due cost being lower than expected; FY19, propose to repair/replace 1,300 sidewalk squares
	Total	Sidewalk Maintenance	\$ 143,949	\$ 182,578	\$ 183,000	\$ 154,960	\$ 163,000	
1003026		<u>Alley Maintenance</u>						
1003026	995200	ALLEY RESTORATION	\$ -	\$ -	\$ -	\$ -	\$ 50,000	Concrete repair of paved alleys
	Total	Alley Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 50,000	

Public Works Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1003062		City Buildings Maintenance						
1003062	910000	REGULAR SALARIES	\$ 148,948	\$ 154,855	\$ 141,469	\$ 141,443	\$ 151,037	
1003062	942100	BUILDING MAINTENANCE	\$ 62,601	\$ 164,855	\$ 153,248	\$ 153,248	\$ 244,000	City Hall \$148K; PWSC general maintenance: \$90K; Uptown Depot \$6K
1003062	942101	BLDG MAINT -CITY HALL	\$ 72,012	\$ 204,577	\$ 125,000	\$ 125,000	\$ -	- Beginning in FY19, budgeted in 1003062-942100
1003062	942102	BLDG MAINT -TRAIN DEPOT	\$ 4,980	\$ 4,122	\$ 6,000	\$ 6,000	\$ -	- Beginning in FY19, budgeted in 1003062-942100
1003062	942103	BLDG MAINT -DEE RD TRN	\$ 3,956	\$ 4,867	\$ 6,000	\$ 6,000	\$ 66,000	Repaving of Dee Rd. Station Lot/Entryway; General Maintenance
1003062	942105	BLDG MAINT - OLD PWSC	\$ 550	\$ -	\$ -	\$ -	\$ -	
1003062	948500	GENERAL CONTRACTUAL SERV	\$ -	\$ -	\$ 12,000	\$ -	\$ -	FY18 Cashier Area redesign project requires compliance with Americans with Disabilities Act, project pending further research
1003062	952000	MATERIALS	\$ 24,385	\$ 36,340	\$ 45,000	\$ 45,000	\$ 40,000	General maintenance
1003062	955000	NATURAL GAS	\$ 15,335	\$ 14,852	\$ 19,129	\$ 19,129	\$ 21,000	Gas for all City owned/managed lots
1003062	955500	ELECTRICITY	\$ 9,588	\$ 9,934	\$ 10,037	\$ 8,000	\$ 10,500	
1003062	996300	BUILDING REPAIRS	\$ 29,181	\$ 321,668	\$ 718,475	\$ 718,475	\$ 370,000	Service Center Parking Deck: \$250K; Service Center Fuel System Upgrades: \$120K
	Total	City Buildings Maint	\$ 371,536	\$ 916,070	\$ 1,236,358	\$ 1,222,295	\$ 902,537	
1003071		Forestry						
1003071	910000	REGULAR SALARIES	\$ 100,111	\$ 117,301	\$ 119,787	\$ 111,435	\$ 124,718	
1003071	940200	TREE TRIMMING AND REMOVAL	\$ 129,870	\$ 118,440	\$ 150,000	\$ 150,000	\$ 150,000	
1003071	940201	TREE REMOVAL	\$ 360,293	\$ 205,886	\$ 310,000	\$ 268,792	\$ 250,000	
1003071	940202	EMERGENCY T & M	\$ 114,343	\$ 78,409	\$ 135,000	\$ 74,578	\$ 135,000	Routine and emergency maintenance
1003071	941900	TREE SPRAYING	\$ 40,000	\$ 41,592	\$ 60,000	\$ 60,000	\$ 60,000	Spraying for Dutch Elm Disease
1003071	948500	GENERAL CONTRACTUAL SERV	\$ 842	\$ 5,242	\$ 5,000	\$ 5,000	\$ -	- Tree keeper support
1003071	952000	MATERIALS	\$ 1,431	\$ 1,526	\$ 2,500	\$ 2,500	\$ 2,000	Miscellaneous forestry supplies and safety equipment
1003071	952004	MATERIALS-REFORESTATION	\$ 101,368	\$ 154,850	\$ 259,160	\$ 137,000	\$ 150,000	Purchase and planting of City trees; water bags
	Total	Forestry	\$ 848,256	\$ 723,245	\$ 1,041,447	\$ 809,305	\$ 871,718	

Public Works Department - General Fund Expenditures

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
1003072		<u>Grounds Maintenance</u>						
1003072	910000	REGULAR SALARIES	\$ 77,029	\$ 79,897	\$ 81,895	\$ 81,495	\$ 83,532	
1003072	940700	GAS FOR GAS LIGHTS	\$ 8,746	\$ 8,744	\$ 8,907	\$ 8,907	\$ 10,000	
1003072	941300	GAS LIGHT MAINTENANCE	\$ 5,985	\$ 17,609	\$ 16,000	\$ 16,000	\$ 16,000	Maintenance/replacement of equipment and gas lines
1003072	948500	GENERAL CONTRACTUAL SERV	\$ 42,609	\$ 45,030	\$ 60,303	\$ 60,303	\$ 65,000	City Island/Cul-de-sac maintenance contract and materials
1003072	952000	MATERIALS	\$ 26,804	\$ 25,549	\$ 44,000	\$ 41,267	\$ 45,000	Planting supplies and lawn equipment
	Total	Grounds Maintenance	\$ 161,172	\$ 176,830	\$ 211,105	\$ 207,972	\$ 219,532	
1006020		<u>Vehicle Maintenance</u>						
1006020	910000	REGULAR SALARIES	\$ 386,123	\$ 407,387	\$ 414,137	\$ 413,837	\$ 421,230	
1006020	915200	OVERTIME	\$ 24,252	\$ 25,679	\$ 31,000	\$ 31,000	\$ 35,000	Per IUOE Local 150
1006020	940801	INSURANCE CLAIMS	\$ 27,982	\$ 33,935	\$ 30,000	\$ 16,682	\$ 40,000	Accident claims
1006020	948500	GENERAL CONTRACTUAL SERV	\$ 56,393	\$ 71,113	\$ 104,000	\$ 104,000	\$ 117,000	Outsourced vehicle maintenance and repair; sandblasting and painting bodies of salt trucks; shop hoist
1006020	952000	MATERIALS	\$ 134,188	\$ 142,580	\$ 154,000	\$ 154,000	\$ 148,000	Oil totes and dispensers; heavy duty air jack
1006020	959100	AUTO PETROLEUM PRODUCTS	\$ 170,177	\$ 142,377	\$ 225,000	\$ 205,000	\$ 200,000	
1006020	959200	TIRES	\$ 18,322	\$ 18,980	\$ 20,000	\$ 20,000	\$ 20,000	
	Total	Vehicle Maintenance	\$ 817,436	\$ 842,051	\$ 978,137	\$ 944,518	\$ 981,230	
		Public Works Expenditures Total	\$ 4,968,102	\$ 5,486,102	\$ 6,536,007	\$ 6,137,755	\$ 6,174,835	

Public Works Department - Salary Detail

Job title	Home Department/Code	FY18	Weekly	FT/PT	SS	Medicare	IMRF	Life	Total
		Base Amount (Annual)	Hours		6.20%	1.45%	9.09%	0.092%	
ADMASST - Admin Assistant	303011 - Public Works Administration	\$ 42,630	37.5	Full-Time	\$ 2,690	\$ 629	\$ 3,944	\$ 40	\$ 50,685
ASTTPWDR - Assistant to PW Director	303011 - Public Works Administration	\$ 72,138	37.5	Full-Time	\$ 4,584	\$ 1,072	\$ 6,721	\$ 68	\$ 86,387
ADMASST - Admin Assistant	303011 - Public Works Administration	\$ 57,040	37.5	Full-Time	\$ 3,581	\$ 837	\$ 5,250	\$ 53	\$ 67,474
PWDIR - Public Works Director	303011 - Public Works Administration	\$ 144,443	37.5	Full-Time	\$ 9,179	\$ 2,147	\$ 13,458	\$ 136	\$ 172,975
ENGDEST - Engineering Design Tech	303012 - Public Works Engineering	\$ 78,359	37.5	Full-Time	\$ 4,919	\$ 1,150	\$ 7,212	\$ 73	\$ 92,693
ENGTEC - Engineering Tech	303012 - Public Works Engineering	\$ 72,357	37.5	Full-Time	\$ 4,542	\$ 1,062	\$ 6,659	\$ 67	\$ 85,593
CITYENG - City Engineer	303012 - Public Works Engineering	\$ 107,651	37.5	Full-Time	\$ 6,841	\$ 1,600	\$ 10,030	\$ 102	\$ 128,915
CIVENG - Civil Engineer	303012 - Public Works Engineering	\$ 63,395	37.5	Full-Time	\$ 4,029	\$ 942	\$ 5,907	\$ 60	\$ 75,917
MWII - Maintenance Worker II	303024 - Streets	\$ 69,292	37.5	Full-Time	\$ 4,403	\$ 1,030	\$ 6,456	\$ 65	\$ 82,979
PWSUPV - Public Works Supervisor	303024 - Streets	\$ 86,348	37.5	Full-Time	\$ 5,487	\$ 1,283	\$ 8,045	\$ 81	\$ 103,404
PWSUPT - Public Works Superintendent	303024 - Streets	\$ 94,530	37.5	Full-Time	\$ 6,007	\$ 1,405	\$ 8,808	\$ 89	\$ 113,202
MWII - Maintenance Worker II	303024 - Streets	\$ 70,342	37.5	Full-Time	\$ 4,469	\$ 1,045	\$ 6,552	\$ 66	\$ 84,205
MWIII - Maintenance Worker III	303031 - Sewer	\$ 79,499	37.5	Full-Time	\$ 5,063	\$ 1,184	\$ 7,423	\$ 75	\$ 95,400
MWI - Maintenance Worker I	303031 - Sewer	\$ 54,293	37.5	Full-Time	\$ 3,623	\$ 847	\$ 5,312	\$ 54	\$ 68,270
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,342	37.5	Full-Time	\$ 4,481	\$ 1,048	\$ 6,570	\$ 66	\$ 84,439
MWIII - Maintenance Worker III	303031 - Sewer	\$ 79,699	37.5	Full-Time	\$ 5,063	\$ 1,184	\$ 7,423	\$ 75	\$ 95,400
MWI - Maintenance Worker I	303031 - Sewer	\$ 57,009	37.5	Full-Time	\$ 3,804	\$ 890	\$ 5,577	\$ 56	\$ 71,683
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,542	37.5	Full-Time	\$ 4,493	\$ 1,051	\$ 6,588	\$ 67	\$ 84,673
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,742	37.5	Full-Time	\$ 4,493	\$ 1,051	\$ 6,588	\$ 67	\$ 84,673
MWIII - Maintenance Worker III	303031 - Sewer	\$ 79,699	37.5	Full-Time	\$ 5,063	\$ 1,184	\$ 7,423	\$ 75	\$ 95,400
MWIII - Maintenance Worker III	303031 - Sewer	\$ 74,523	37.5	Full-Time	\$ 4,973	\$ 1,163	\$ 7,291	\$ 74	\$ 93,706

Public Works Department - Salary Detail

Job title	Home Department/Code	FY18	Weekly	SS	Medicare	IMRF	Life	Total	
		Base Amount (Annual)	Hours		6.20%	1.45%	9.52%		0.009%
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,542	37.5	Full-Time	\$ 4,493	\$ 1,051	\$ 6,588	\$ 67	\$ 84,673
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,342	37.5	Full-Time	\$ 4,469	\$ 1,045	\$ 6,552	\$ 66	\$ 84,205
MWIII - Maintenance Worker III	303031 - Sewer	\$ 79,499	37.5	Full-Time	\$ 5,063	\$ 1,184	\$ 7,423	\$ 75	\$ 95,400
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,742	37.5	Full-Time	\$ 4,493	\$ 1,051	\$ 6,588	\$ 67	\$ 84,673
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,542	37.5	Full-Time	\$ 4,481	\$ 1,048	\$ 6,570	\$ 66	\$ 84,439
MWIII - Maintenance Worker III	303031 - Sewer	\$ 79,699	37.5	Full-Time	\$ 5,063	\$ 1,184	\$ 7,423	\$ 75	\$ 95,400
MWIII - Maintenance Worker III	303031 - Sewer	\$ 79,499	37.5	Full-Time	\$ 5,050	\$ 1,181	\$ 7,404	\$ 75	\$ 95,167
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,742	37.5	Full-Time	\$ 4,493	\$ 1,051	\$ 6,588	\$ 67	\$ 84,673
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,742	37.5	Full-Time	\$ 4,493	\$ 1,051	\$ 6,588	\$ 67	\$ 84,673
MWIII - Maintenance Worker III	303031 - Sewer	\$ 79,699	37.5	Full-Time	\$ 5,063	\$ 1,184	\$ 7,423	\$ 75	\$ 95,400
MWI - Maintenance Worker I	303031 - Sewer	\$ 49,247	37.5	Full-Time	\$ 3,286	\$ 769	\$ 4,818	\$ 49	\$ 61,921
MWII - Maintenance Worker II	303031 - Sewer	\$ 70,742	37.5	Full-Time	\$ 4,493	\$ 1,051	\$ 6,588	\$ 67	\$ 84,673
PWSUPV - Public Works Supervisor	303051 - Public Works Water	\$ 84,492	37.5	Full-Time	\$ 5,369	\$ 1,256	\$ 7,872	\$ 80	\$ 101,181
BLDMNTP - Building Maintenance Person	303062 - Public Works Building Maintenance	\$ 65,990	37.5	Full-Time	\$ 4,407	\$ 1,031	\$ 6,462	\$ 65	\$ 83,051
BLDMNTP - Building Maintenance Person	303062 - Public Works Building Maintenance	\$ 77,481	37.5	Full-Time	\$ 4,957	\$ 1,159	\$ 7,268	\$ 74	\$ 93,408
URBFOR - Urban Forester	303071 - Public Works Forestry	\$ 53,357	37.5	Full-Time	\$ 3,374	\$ 789	\$ 4,947	\$ 50	\$ 63,585
CTYFOR - City Forester	303071 - Public Works Forestry	\$ 68,580	37.5	Full-Time	\$ 4,358	\$ 1,019	\$ 6,390	\$ 65	\$ 82,126
PWSUPV - Public Works Supervisor	303072 - Public Works Grounds Maintenance	\$ 81,495	37.5	Full-Time	\$ 5,179	\$ 1,211	\$ 7,593	\$ 77	\$ 97,593
MECHII - Mechanic II	316020 - Public Works Vehicle Maintenance	\$ 84,116	37.5	Full-Time	\$ 5,305	\$ 1,241	\$ 7,777	\$ 79	\$ 99,958
PWSUPV - Public Works Supervisor	316020 - Public Works Vehicle Maintenance	\$ 85,038	37.5	Full-Time	\$ 5,404	\$ 1,264	\$ 7,923	\$ 80	\$ 101,835
PWSUPV - Public Works Supervisor	316020 - Public Works Vehicle Maintenance	\$ 94,221	37.5	Full-Time	\$ 5,988	\$ 1,400	\$ 8,779	\$ 89	\$ 112,832
MECHI - Mechanic I	316020 - Public Works Vehicle Maintenance	\$ 62,012	37.5	Full-Time	\$ 4,133	\$ 967	\$ 6,060	\$ 61	\$ 77,883
MECHII - Mechanic II	316020 - Public Works Vehicle Maintenance	\$ 82,166	37.5	Full-Time	\$ 5,287	\$ 1,236	\$ 7,751	\$ 78	\$ 99,623
		\$ 3,295,858			\$ 210,490	\$ 49,228	\$ 308,606	\$ 3,123	\$ 3,966,449
	Merit Pool/Union Contracts/Adjustments	\$ 108,291							
	Personnel Change	\$ 21,000							
		<u>\$ 3,425,149</u>							

<u>Salaries Allocated to Other Funds</u>	
Municipal Waste	\$ (51,703)
Parking	\$ (68,938)
Water	\$ (430,860)
Sewer	\$ (206,813)
Public Works Total - General Fund	\$ 2,666,835

Personnel Change	
Part-time Administrative Specialist (.50 FTE)	\$ 21,000
Total	\$ 21,000



Special Revenue Funds

Description

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

- Library Fund*
- Dempster TIF Fund
- Uptown TIF Fund
- Illinois Municipal Retirement Fund (IMRF)
- Federal Insurance Contributions Act (FICA) Fund
- Municipal Waste Fund
- Emergency 911 (E-911) Fund
- Asset Forfeiture Fund
- Foreign Fire Insurance Fund

*The Library Fund is a *Component Unit* of the City. A *Component Unit* is a legally separate organization for which the elected officials of the primary government are financially accountable.

Our 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.

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Mission

The mission of the Park Ridge Public Library is to provide the community with access to information, recreation and enlightenment by providing and promoting materials, programs and services.

Vision

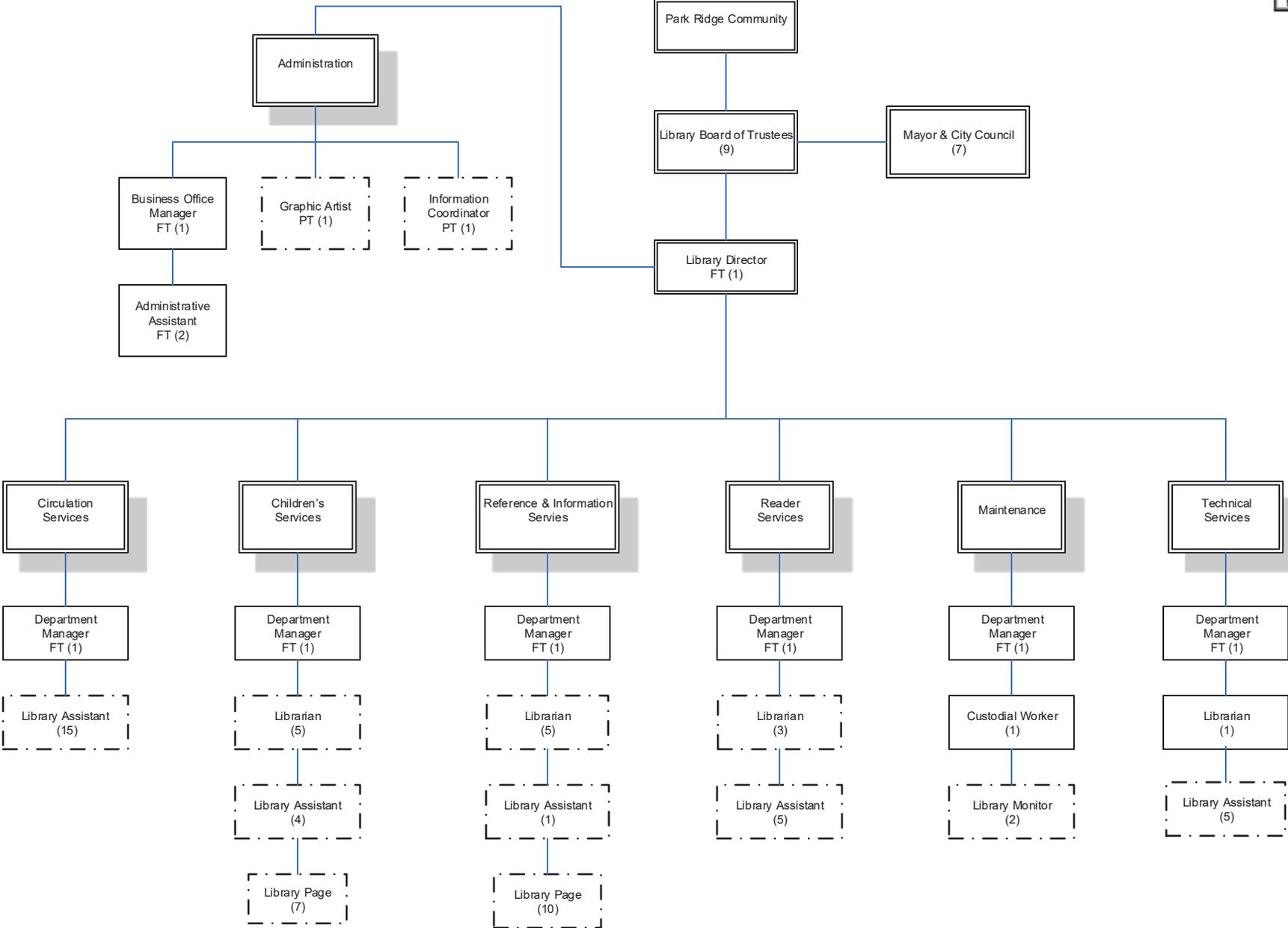
The vision of the Park Ridge Public Library is to be a community resource that dynamically provides relevant materials and stimulating programs, accomplished through a friendly and professional staff in an enhanced building with reliable and accessible technology.

Strategic Plan 2015-2019

- The Library works to provide a positive experience in every interaction with the community
- The Library strives to reach out to members of our community so that they are well informed of the wide variety of Library services, programs, and materials
- As a vital community institution dedicated to being an active part of a vibrant community life, the Library seeks ways to partner with organizations and businesses that share that goal
- The Library continues to be an early adopter of technology, anticipating trends and changes, by providing ever evolving services and assisting community members in learning new technologies
- The Library shall effectively use the funds from the referendum to enhance Library resources, facility, and programs to increase the relevancy and use of the Library
- The Library will secure its future by remaining relevant, ensuring adequate funding and enhancing public awareness

Revised October 2016

Park Ridge Public Library



Library Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ 5,360,515	\$ 4,858,213	\$ 4,624,096	\$ 4,697,320	\$ 5,591,287
Intergovernmental Taxes	\$ 66,182	\$ 73,253	\$ 65,000	\$ 55,482	\$ 55,000
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ 46,850	\$ 28,891	\$ 28,891	\$ 28,891	\$ 29,101
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 3,164	\$ 3,835	\$ 2,500	\$ 1,484	\$ 2,500
Miscellaneous	\$ 117,063	\$ 185,294	\$ 134,500	\$ 147,848	\$ 84,500
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 5,593,774	\$ 5,149,488	\$ 4,854,987	\$ 4,931,025	\$ 5,762,388
Less Contributions & Transfers	\$ 5,593,774	\$ 5,149,488	\$ 4,854,987	\$ 4,931,025	\$ 5,762,388

Library Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 2,306,638	\$ 2,306,926	\$ 2,376,726	\$ 2,181,791	\$ 2,436,144
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ 477,896	\$ 344,078	\$ 383,046	\$ 383,730	\$ 423,200
Workers Compensation	\$ 17,815	\$ 5,827	\$ -	\$ 315	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 510,380	\$ 508,959	\$ 610,068	\$ 561,900	\$ 620,668
Commodities	\$ 640,507	\$ 629,364	\$ 753,500	\$ 789,568	\$ 700,000
Capital Items	\$ 157,775	\$ 359,469	\$ 2,050,000	\$ 37,779	\$ 2,335,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 77,000	\$ 102,000	\$ 102,000	\$ 102,000	\$ 100,000
Total Expenditures	\$ 4,188,011	\$ 4,256,624	\$ 6,275,340	\$ 4,057,083	\$ 6,615,012
Total Less Transfers	\$ 4,111,011	\$ 4,154,624	\$ 6,173,340	\$ 3,955,083	\$ 6,515,012
Surplus (Deficit)	\$ 1,405,762	\$ 892,863	\$ (1,420,353)	\$ 873,942	\$ (852,624)
Fund Balance	\$ 3,976,487	\$ 4,869,351	\$ 3,448,998	\$ 5,743,293	\$ 4,890,669

Library Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
201		<u>Library Revenues</u>						
201	811000	PROPERTY TAX CURRENT	\$ 5,325,761	\$ 4,826,542	\$ 4,589,096	\$ 4,662,320	\$ 5,556,287	
201	812000	PROPERTY TAX PRIOR	\$ 34,754	\$ 31,671	\$ 35,000	\$ 35,000	\$ 35,000	
201	831500	PERS PROP REPLACE TAX	\$ 66,182	\$ 73,253	\$ 65,000	\$ 55,482	\$ 55,000	
201	833000	STATE GRANTS	\$ 46,850	\$ 28,891	\$ 28,891	\$ 28,891	\$ 29,101	
201	854000	LIBRARY OTHER	\$ 72,840	\$ 73,782	\$ 90,000	\$ 90,000	\$ 45,000	
201	872000	INTEREST ON INVESTMENTS	\$ 3,164	\$ 3,835	\$ 2,500	\$ 1,484	\$ 2,500	
201	877000	MISCELLANEOUS	\$ 45,141	\$ 113,106	\$ 45,000	\$ 59,281	\$ 40,000	
201	877007	PROMOTIONAL ITEMS REV	\$ 724	\$ 172	\$ 1,000	\$ -	\$ 1,000	
201	877500	COLLECTION AGENCY-MISC	\$ (1,641)	\$ (1,767)	\$ (1,500)	\$ (1,433)	\$ (1,500)	
	Total	Library Revenues	\$ 5,593,774	\$ 5,149,488	\$ 4,854,987	\$ 4,931,025	\$ 5,762,388	
2015011		<u>Library Administration</u>						
2015011	910000	REGULAR SALARIES	\$ 345,148	\$ 328,980	\$ 338,468	\$ 314,746	\$ 346,930	
2015011	910010	SAL/LIBRARIANS	\$ -	\$ -	\$ -	\$ 23,540	\$ -	
2015011	921000	EMP BNFTS-PPO	\$ 348,497	\$ 239,093	\$ 246,071	\$ 246,071	\$ 270,678	
2015011	921001	EMP BNFTS-HMO	\$ 97,855	\$ 82,629	\$ 82,629	\$ 110,603	\$ 121,663	
2015011	921002	EMP BNFTS-LIFE	\$ 4,560	\$ 1,614	\$ 2,346	\$ 2,346	\$ 2,581	
2015011	921003	WORKERS COMPENSATION	\$ 296	\$ -	\$ -	\$ 684	\$ -	
2015011	921005	EMP BNFTS-DENTAL	\$ 26,688	\$ 20,743	\$ 24,026	\$ 24,026	\$ 26,429	
2015011	921009	EMP BNFTS-PROGRAMMING	\$ -	\$ -	\$ -	\$ -	\$ 1,849	
2015011	921099	WORKERS COMP	\$ 17,815	\$ 5,827	\$ -	\$ 315	\$ -	
2015011	931700	LIB DATA PROC SV	\$ 109,089	\$ 137,641	\$ 149,968	\$ 155,027	\$ 152,968	
2015011	932400	LIB MEMBER DUES	\$ 3,960	\$ 4,835	\$ 5,000	\$ 4,661	\$ 5,000	
2015011	932900	LIB MED EXAM	\$ -	\$ 480	\$ -	\$ -	\$ -	
2015011	933100	LIB RECRUIT & TESTING	\$ 2,271	\$ 1,168	\$ 2,500	\$ 1,296	\$ 2,500	
2015011	933800	CONFERENCES & TRAINING	\$ 18,442	\$ 13,949	\$ 20,000	\$ 17,604	\$ 17,000	
2015011	935100	EQPT RNTL-MAINTENANCE	\$ 5,818	\$ 5,374	\$ 10,000	\$ 8,039	\$ 8,000	
2015011	935101	EQPT RNTL-LEASE PAYMENTS	\$ 2,824	\$ 444	\$ 4,000	\$ -	\$ -	
2015011	935102	EQPT RNTL-POSTAGE MACHINE	\$ 1,777	\$ 1,333	\$ 2,500	\$ 2,166	\$ 2,000	
2015011	935900	LIB CONSULT SERV	\$ 17,420	\$ 4,078	\$ 35,000	\$ 16,040	\$ 35,000	
2015011	936000	PUBLIC RELATIONS	\$ 8,256	\$ 8,235	\$ 10,400	\$ 10,105	\$ 10,400	
2015011	936001	PUBLIC RELATIONS NEWSLETTER	\$ 14,390	\$ 16,327	\$ 18,600	\$ 16,686	\$ 18,600	
2015011	937800	LIB BNK SERV CHG	\$ 809	\$ 922	\$ 1,500	\$ 1,179	\$ 1,500	
2015011	937900	LIB INSURANCE	\$ 6,360	\$ 6,360	\$ 16,000	\$ 6,325	\$ 10,000	
2015011	938501	GNL CNTRL SVC/TELEPHONE	\$ 9,918	\$ 10,819	\$ 10,900	\$ 9,573	\$ 12,000	
2015011	938502	GNL CNTRL SVC/POSTAGE	\$ 12,329	\$ 18,976	\$ 18,000	\$ 13,373	\$ 18,000	
2015011	938503	GNL CNTRL SVC-INTERNET	\$ 8,263	\$ 11,402	\$ 10,000	\$ 12,112	\$ 12,000	
2015011	938504	GNL CNTRL SVC/PRINTING	\$ 10,206	\$ 4,692	\$ 11,000	\$ 9,534	\$ 11,000	
2015011	942500	GENERAL COUNSEL	\$ 11,821	\$ 5,102	\$ 10,000	\$ 25,060	\$ 30,000	
2015011	951001	OFF SPLS--PHOTOCOPY	\$ 6,642	\$ 6,859	\$ 7,900	\$ 5,857	\$ 7,900	
2015011	951002	OFF SPLS--OTHER SUPPLIES	\$ 7,142	\$ 9,191	\$ 9,600	\$ 5,696	\$ 9,600	
2015011	951003	OFF SPLS FURNISHINGS	\$ 6,159	\$ 5,463	\$ 7,500	\$ 7,710	\$ 4,500	
2015011	951100	LIBRARY SUPPLIES	\$ 1,864	\$ 1,081	\$ 3,600	\$ 1,113	\$ 2,600	
	Total	Library Administration	\$ 1,106,617	\$ 953,617	\$ 1,085,482	\$ 1,051,487	\$ 1,140,698	

Library Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
2015012		<u>Library Maintenance</u>						
2015012	910000	REGULAR SALARIES	\$ 117,637	\$ 116,652	\$ 127,982	\$ 123,878	\$ 131,182	
2015012	932103	BLDG MNT CNTR-GENL MAINT	\$ 69,871	\$ 83,133	\$ 93,600	\$ 63,436	\$ 93,600	
2015012	932104	BLDG MNT CNTR-ELEV MAINT	\$ 10,841	\$ 3,241	\$ 6,400	\$ 3,281	\$ 6,400	
2015012	932105	BLDG MNT CNTR-HVAC EQUIP	\$ 23,703	\$ 20,214	\$ 45,000	\$ 32,475	\$ 45,000	
2015012	952100	BUILDING SUPPLIES	\$ 10,431	\$ 2,607	\$ 21,000	\$ 5,132	\$ 21,000	
2015012	955000	NATURAL GAS	\$ 3,569	\$ 3,946	\$ 12,000	\$ 6,147	\$ 10,000	
2015012	990400	MOTOR EQUIPMENT	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	
2015012	996300	BUILDING REPAIRS	\$ 157,775	\$ 359,469	\$ 2,050,000	\$ 37,779	\$ 2,335,000	Library Improvement Plan
	Total	Library Maintenance	\$ 395,827	\$ 591,263	\$ 2,357,982	\$ 274,128	\$ 2,642,182	
2015013		<u>Library Technical Services</u>						
2015013	910000	REGULAR SALARIES	\$ 344,002	\$ 364,015	\$ 300,056	\$ 266,888	\$ 307,557	
2015013	910010	SAL/LIBRARIANS	\$ -	\$ -	\$ -	\$ 4,400	\$ -	
2015013	931702	DATA PROCESSING/OCLC	\$ 12,334	\$ 11,687	\$ 13,000	\$ 11,176	\$ 13,000	
2015013	935100	EQPT RNTL-MAINTENANCE	\$ 2,735	\$ 2,735	\$ 4,600	\$ 4,600	\$ 4,600	
2015013	949300	TRANSFER OUT	\$ -	\$ -	\$ -	\$ -	\$ 100,000	
2015013	951100	LIBRARY SUPPLIES	\$ 25,705	\$ 24,224	\$ 78,000	\$ 78,000	\$ 33,000	
2015013	990100	MACHINERY & EQUIPMENT	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	
	Total	Library Technical Services	\$ 459,777	\$ 502,661	\$ 495,656	\$ 465,064	\$ 458,157	
2015014		<u>Library Adult Reference</u>						
2015014	910000	REGULAR SALARIES	\$ 456,865	\$ 463,014	\$ 485,065	\$ 403,926	\$ 497,192	
2015014	951100	LIBRARY SUPPLIES	\$ 781	\$ 886	\$ 1,000	\$ 757	\$ 1,000	
2015014	954001	LIB RSRCS--ADULT BOOKS	\$ 90,618	\$ 76,175	\$ 92,000	\$ 78,034	\$ 92,000	
2015014	954003	LIB RSRCS--PERIODICALS	\$ 15,873	\$ 18,537	\$ 18,000	\$ 17,358	\$ 18,000	
2015014	954006	LIB RSRCS--MICROFILM	\$ 933	\$ 981	\$ 1,600	\$ 980	\$ 1,600	
2015014	954010	LIB RSRCS-CD ROM	\$ 128,854	\$ 122,791	\$ 150,000	\$ 135,555	\$ 150,000	
	Total	Library Adult Reference	\$ 693,925	\$ 682,383	\$ 747,665	\$ 636,610	\$ 759,792	
2015015		<u>Library Children's Services</u>						
2015015	910000	REGULAR SALARIES	\$ 403,659	\$ 412,647	\$ 431,603	\$ 456,945	\$ 442,393	
2015015	938506	GNL CNTRL SVC/PROGRAM	\$ 10,066	\$ 10,138	\$ 10,500	\$ 9,756	\$ 10,500	
2015015	951100	LIBRARY SUPPLIES	\$ 3,889	\$ 3,904	\$ 4,100	\$ 4,973	\$ 4,100	
2015015	954002	LIB RSRCS-CHILDREN BOOKS	\$ 100,953	\$ 94,527	\$ 101,000	\$ 98,211	\$ 101,000	
2015015	954003	LIB RSRCS--PERIODICALS	\$ 1,476	\$ 1,170	\$ 2,000	\$ 2,000	\$ 2,000	
2015015	954004	LIB RSRCS-RECORDING	\$ 10,805	\$ 12,541	\$ 12,000	\$ 14,655	\$ 12,000	
2015015	954005	LIB RSRCS-AUDIO VISUAL	\$ 15,396	\$ 14,449	\$ 17,000	\$ 18,701	\$ 17,000	
2015015	954008	LIB RSRCS-MISCELLANEOUS	\$ 853	\$ 804	\$ 1,000	\$ 2,010	\$ 1,000	
2015015	954010	LIB RSRCS-CD ROM	\$ 3,493	\$ 3,463	\$ 3,500	\$ 4,525	\$ 3,500	
	Total	Library Children's Services	\$ 550,590	\$ 553,642	\$ 582,703	\$ 611,776	\$ 593,493	

Library Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
2015016		<u>Library Circulation</u>						
2015016	910000	REGULAR SALARIES	\$ 320,312	\$ 303,644	\$ 354,776	\$ 310,582	\$ 363,645	
2015016	931701	DATA PROCESSING/CLSI	\$ 75,011	\$ 76,044	\$ 83,600	\$ 79,405	\$ 83,600	
2015016	951100	LIBRARY SUPPLIES	\$ 8,917	\$ 9,656	\$ 10,500	\$ 9,248	\$ 6,000	
	Total	Library Circulation	\$ 404,239	\$ 389,344	\$ 448,876	\$ 399,235	\$ 453,245	
2015017		<u>Library Readers Services</u>						
2015017	910000	REGULAR SALARIES	\$ 319,015	\$ 317,974	\$ 338,776	\$ 276,886	\$ 347,245	
2015017	938506	GNL CNTRL SVC/PROGRAM	\$ 11,996	\$ 13,432	\$ 15,000	\$ 14,113	\$ 15,000	
2015017	938507	GNL CNTRL SVC/YA PROGRAMS	\$ 3,033	\$ 3,032	\$ 3,000	\$ 3,068	\$ 3,000	
2015017	951100	LIBRARY SUPPLIES	\$ 1,316	\$ 2,319	\$ 3,000	\$ 2,810	\$ 3,000	
2015017	954001	LIB RSRCS--ADULT BOOKS	\$ 63,775	\$ 66,924	\$ 65,000	\$ 67,641	\$ 65,000	
2015017	954004	LIB RSRCS-RECORDING	\$ 27,119	\$ 26,913	\$ 30,000	\$ 29,874	\$ 30,000	
2015017	954005	LIB RSRCS-AUDIO VISUAL	\$ 39,542	\$ 39,992	\$ 40,000	\$ 48,626	\$ 40,000	
2015017	954010	LIB RSRCS-CD ROM	\$ 10,490	\$ 10,863	\$ 12,000	\$ 13,927	\$ 12,000	
2015017	954011	LIB RSRCS -MWL	\$ 20,639	\$ 20,686	\$ 20,000	\$ 20,686	\$ 22,000	
2015017	954012	LIB RSRCS-E-BOOKS	\$ 27,227	\$ 24,752	\$ 27,200	\$ 32,278	\$ 27,200	
2015017	954013	LIB RSRCS-YA GAMES	\$ 2,982	\$ 2,973	\$ 3,000	\$ 3,938	\$ 3,000	
	Total	Library Readers Services	\$ 527,133	\$ 529,859	\$ 556,976	\$ 513,847	\$ 567,445	
2015111		<u>Library Gift</u>						
2015111	952000	MATERIALS	\$ 3,065	\$ 20,690	\$ -	\$ 73,126	\$ -	
	Total	Library Gift	\$ 3,065	\$ 20,690	\$ -	\$ 73,126	\$ -	
2015211		<u>Library Grant</u>						
2015211	936000	PUBLIC RELATIONS	\$ 46,838	\$ 33,165	\$ -	\$ 31,810	\$ -	
	Total	Library Grant	\$ 46,838	\$ 33,165	\$ -	\$ 31,810	\$ -	
	Total	Library Fund Expenditures	\$ 4,188,011	\$ 4,256,624	\$ 6,275,340	\$ 4,057,083	\$ 6,615,012	
		Library Surplus (Deficit)	\$ 1,405,762	\$ 892,863	\$ (1,420,353)	\$ 873,942	\$ (852,624)	

Library Fund - Salary Detail

Job title	Home Department/Code	FY18	Weekly	FT/PT	SS	Medicare	IMRF	Life	Total
		Base Amount (Annual)	Hours		6.20%	1.45%	9.09%	0.009%	
ADMASST - Admin Assistant	500112 - Library Administration Assistant	\$ 46,981	37.5	Full-Time	\$ 2,986	\$ 698	\$ 4,377	\$ 44	\$ 56,261
ADMASST - Admin Assistant	500112 - Library Administration Assistant	\$ 45,532	37.5	Full-Time	\$ 2,894	\$ 677	\$ 4,242	\$ 43	\$ 54,526
LIBOMGRA - Library Business Office MgrA	500112 - Library Administration Assistant	\$ 66,441	37.5	Full-Time	\$ 4,222	\$ 987	\$ 6,190	\$ 63	\$ 79,565
LIBATIII - Library Asst III	500112 - Library Administration Assistant	\$ 22,412	20	Part-Time	\$ 1,424	\$ 333	\$ 2,088	\$ -	\$ 26,818
LIBATIII - Library Asst III	500112 - Library Administration Assistant	\$ 20,821	20	Part-Time	\$ 1,323	\$ 309	\$ 1,940	\$ -	\$ 24,914
BLDGMSUP - Building Maintenance Supvr	500122 - Library Maintenance V2	\$ 56,160	37.5	Full-Time	\$ 3,569	\$ 835	\$ 5,233	\$ 53	\$ 67,253
CUSWRK11 - Custodial Worker II	500122 - Library Maintenance V2	\$ 35,286	37.5	Full-Time	\$ 2,242	\$ 524	\$ 3,288	\$ 33	\$ 42,256
LIBMON - Library Monitor	500122 - Library Maintenance V2	\$ 7,254	10	Part-Time	\$ 461	\$ 108	\$ -	\$ -	\$ 8,004
LIBMON - Library Monitor	500122 - Library Maintenance V2	\$ 8,029	10	Part-Time	\$ 510	\$ 119	\$ -	\$ -	\$ 8,859
LIBMON - Library Monitor	500122 - Library Maintenance V2	\$ 7,458	10	Part-Time	\$ 474	\$ 111	\$ -	\$ -	\$ 8,230
LIBMON - Library Monitor	500122 - Library Maintenance V2	\$ 7,556	10	Part-Time	\$ 480	\$ 112	\$ -	\$ -	\$ 8,337
LIBMON - Library Monitor	500122 - Library Maintenance V3	\$ 3,627	10	Part-Time	\$ 230	\$ 54	\$ -	\$ -	\$ 4,002
LIBII - Librarian II	500131 - Library Technical Services - Librar	\$ 58,904	37.5	Full-Time	\$ 3,743	\$ 875	\$ 5,488	\$ 56	\$ 70,539
TECHMGR - Technical Services Manager	500131 - Library Technical Services - Librar	\$ 61,385	37.5	Full-Time	\$ 3,901	\$ 912	\$ 5,719	\$ 58	\$ 73,511
LIBASSTI - Library Asst I	500132 - Library Technical Services - Assist	\$ 17,742	20	Part-Time	\$ 1,128	\$ 264	\$ 1,653	\$ -	\$ 21,230
LIBASTII - Library Asst II	500132 - Library Technical Services - Assist	\$ 19,167	20	Part-Time	\$ 1,218	\$ 285	\$ 1,786	\$ -	\$ 22,935
LIBASTII - Library Asst II	500132 - Library Technical Services - Assist	\$ 38,382	37.5	Full-Time	\$ 2,439	\$ 570	\$ 3,576	\$ 36	\$ 45,964
LIBASTII - Library Asst II	500132 - Library Technical Services - Assist	\$ 41,821	37.5	Full-Time	\$ 2,658	\$ 622	\$ 3,897	\$ 39	\$ 50,081
LIBASTII - Library Asst II	500132 - Library Technical Services - Assist	\$ 38,344	37.5	Full-Time	\$ 2,437	\$ 570	\$ 3,573	\$ 36	\$ 45,919
LIBI - Librarian I	500141 - Library Adult Reference - Librarian	\$ 51,235	37.5	Full-Time	\$ 3,256	\$ 761	\$ 4,774	\$ 48	\$ 61,355
LIBI - Librarian I	500141 - Library Adult Reference - Librarian	\$ 13,832	10	Part-Time	\$ 879	\$ 206	\$ -	\$ -	\$ 15,262
LIBI - Librarian I	500141 - Library Adult Reference - Librarian	\$ 27,446	20	Part-Time	\$ 1,744	\$ 408	\$ 2,557	\$ -	\$ 32,841
LIBI - Librarian I	500141 - Library Adult Reference - Librarian	\$ 56,212	37.5	Full-Time	\$ 3,572	\$ 835	\$ 5,237	\$ 53	\$ 67,316
LIBII - Librarian II	500141 - Library Adult Reference - Librarian	\$ 62,034	37.5	Full-Time	\$ 3,942	\$ 922	\$ 5,780	\$ 58	\$ 74,287
REFSVMGR - Reference Services Manager	500141 - Library Adult Reference - Librarian	\$ 83,129	37.5	Full-Time	\$ 5,283	\$ 1,236	\$ 7,745	\$ 78	\$ 99,549
LIBATIII - Library Asst III	500142 - Library Adult Reference - Assistant	\$ 9,968	10	Part-Time	\$ 633	\$ 148	\$ -	\$ -	\$ 10,999
LIBATIII - Library Asst III	500142 - Library Adult Reference - Assistant	\$ 20,384	20	Part-Time	\$ 1,295	\$ 303	\$ 1,899	\$ -	\$ 24,391
LIBPAGE - Library Page	500143 - Library Adult Reference - Pages	\$ 10,234	20	Part-Time	\$ 650	\$ 152	\$ 953	\$ -	\$ 12,245
LIBPAGE - Library Page	500143 - Library Adult Reference - Pages	\$ 6,630	15	Part-Time	\$ 421	\$ 99	\$ -	\$ -	\$ 7,316
LIBPAGE - Library Page	500143 - Library Adult Reference - Pages	\$ 4,420	10	Part-Time	\$ 281	\$ 66	\$ -	\$ -	\$ 4,877
LIBPAGE - Library Page	500143 - Library Adult Reference - Pages	\$ 4,420	10	Part-Time	\$ 281	\$ 66	\$ -	\$ -	\$ 4,877
LIBPAGE - Library Page	500143 - Library Adult Reference - Pages	\$ 7,410	15	Part-Time	\$ 471	\$ 110	\$ -	\$ -	\$ 8,176
LIBPAGE - Library Page	500143 - Library Adult Reference - Pages	\$ 6,630	15	Part-Time	\$ 421	\$ 99	\$ -	\$ -	\$ 7,316
STUPAGE - Student Page	500143 - Library Adult Reference - Pages	\$ 4,456	10	Part-Time	\$ 283	\$ 66	\$ -	\$ -	\$ 4,917
ISCHDIR - Children Services Manager	500151 - Library Children's Services - Libra	\$ 62,446	37.5	Full-Time	\$ 3,968	\$ 928	\$ 5,818	\$ 59	\$ 74,781

Job title	Home Department/Code	FY18		Weekly Hours	FT/PT	SS		Medicare		IMRF		Life		Total	
		Base Amount (Annual)				6.20%	1.45%	9.09%	0.009%						
LIBI - Librarian I	500151 - Library Children's Services - Libra	\$	25,969	20	Part-Time	\$	1,650	\$	386	\$	2,420	\$	-	\$	31,074
LIBI - Librarian I	500151 - Library Children's Services - Libra	\$	22,963	20	Part-Time	\$	1,459	\$	341	\$	2,140	\$	-	\$	27,477
LIBI - Librarian I	500151 - Library Children's Services - Libra	\$	43,151	37.5	Full-Time	\$	2,742	\$	641	\$	4,021	\$	41	\$	51,675
LIBI - Librarian I	500151 - Library Children's Services - Libra	\$	27,820	20	Part-Time	\$	1,768	\$	413	\$	2,592	\$	-	\$	33,289
LIBII - Librarian II	500151 - Library Children's Services - Libra	\$	54,099	37.5	Full-Time	\$	3,438	\$	804	\$	5,041	\$	51	\$	64,785
LIBII - Librarian II	500151 - Library Children's Services - Libra	\$	48,236	37.5	Full-Time	\$	3,065	\$	717	\$	4,494	\$	45	\$	57,764
LIBII - Librarian II	500151 - Library Children's Services - Libra	\$	44,420	37.5	Full-Time	\$	2,823	\$	660	\$	4,139	\$	42	\$	53,195
LIBASTIV - Library Asst IV	500152 - Library Children's Services - Assis	\$	25,719	20	Part-Time	\$	1,634	\$	382	\$	2,396	\$	-	\$	30,775
LIBASTIV - Library Asst IV	500152 - Library Children's Services - Assis	\$	49,277	37.5	Full-Time	\$	3,132	\$	732	\$	4,591	\$	46	\$	59,010
LIBATIII - Library Asst III	500152 - Library Children's Services - Assis	\$	9,880	10	Part-Time	\$	628	\$	147	\$	-	\$	-	\$	10,902
LIBATIII - Library Asst III	500152 - Library Children's Services - Assis	\$	19,448	20	Part-Time	\$	1,236	\$	289	\$	1,812	\$	-	\$	23,271
LIBATIII - Library Asst III	500152 - Library Children's Services - Assis	\$	19,958	20	Part-Time	\$	1,268	\$	297	\$	1,859	\$	-	\$	23,881
LIBPAGE - Library Page	500153 - Library Children's Services - Pages	\$	4,420	10	Part-Time	\$	281	\$	66	\$	-	\$	-	\$	4,877
LIBPAGE - Library Page	500153 - Library Children's Services - Pages	\$	6,731	15	Part-Time	\$	428	\$	100	\$	-	\$	-	\$	7,428
LIBPAGE - Library Page	500153 - Library Children's Services - Pages	\$	6,731	15	Part-Time	\$	428	\$	100	\$	-	\$	-	\$	7,428
LIBPAGE - Library Page	500153 - Library Children's Services - Pages	\$	10,712	20	Part-Time	\$	681	\$	159	\$	998	\$	-	\$	12,818
LIBPAGE - Library Page	500153 - Library Children's Services - Pages	\$	10,161	20	Part-Time	\$	646	\$	151	\$	947	\$	-	\$	12,158
SR PAGE - Senior Page	500153 - Library Children's Services - Pages	\$	10,837	20	Part-Time	\$	689	\$	161	\$	1,010	\$	-	\$	12,967
CIRCMGRA - Circulation ManagerA	500162 - Library Circulation - Assistants	\$	56,160	37.5	Full-Time	\$	3,569	\$	835	\$	5,233	\$	53	\$	67,253
LIBASSTI - Library Asst I	500162 - Library Circulation - Assistants	\$	13,998	20	Part-Time	\$	890	\$	208	\$	1,304	\$	-	\$	16,750
LIBASSTI - Library Asst I	500162 - Library Circulation - Assistants	\$	12,688	20	Part-Time	\$	806	\$	189	\$	1,182	\$	-	\$	15,182
LIBASSTI - Library Asst I	500162 - Library Circulation - Assistants	\$	9,469	15	Part-Time	\$	602	\$	141	\$	-	\$	-	\$	10,448
LIBASSTI - Library Asst I	500162 - Library Circulation - Assistants	\$	13,874	20	Part-Time	\$	882	\$	206	\$	1,293	\$	-	\$	16,601
LIBASSTI - Library Asst I	500162 - Library Circulation - Assistants	\$	6,817	10	Part-Time	\$	433	\$	101	\$	-	\$	-	\$	7,522
LIBASSTI - Library Asst I	500162 - Library Circulation - Assistants	\$	6,365	10	Part-Time	\$	404	\$	95	\$	-	\$	-	\$	7,023
LIBASSTI - Library Asst I	500162 - Library Circulation - Assistants	\$	12,532	20	Part-Time	\$	796	\$	186	\$	1,168	\$	-	\$	14,996
LIBASTII - Library Asst II	500162 - Library Circulation - Assistants	\$	18,086	20	Part-Time	\$	1,149	\$	269	\$	1,685	\$	-	\$	21,641
LIBASTIV - Library Asst IV	500162 - Library Circulation - Assistants	\$	47,924	37.5	Full-Time	\$	3,046	\$	712	\$	4,465	\$	45	\$	57,391
LIBASTIV - Library Asst IV	500162 - Library Circulation - Assistants	\$	53,958	37.5	Full-Time	\$	3,429	\$	802	\$	5,027	\$	51	\$	64,616
LIBATIII - Library Asst III	500162 - Library Circulation - Assistants	\$	36,465	37.5	Full-Time	\$	2,317	\$	542	\$	3,398	\$	34	\$	43,668
LIBATIII - Library Asst III	500162 - Library Circulation - Assistants	\$	40,306	37.5	Full-Time	\$	2,561	\$	599	\$	3,755	\$	38	\$	48,267
LIBI - Librarian I	500171 - Library Reader's Services - Librari	\$	12,771	10	Part-Time	\$	812	\$	190	\$	-	\$	-	\$	14,092
LIBI - Librarian I	500171 - Library Reader's Services - Librari	\$	6,352	5	Part-Time	\$	404	\$	94	\$	-	\$	-	\$	7,009
LIBI - Librarian I	500171 - Library Reader's Services - Librari	\$	43,688	37.5	Full-Time	\$	2,776	\$	649	\$	4,071	\$	41	\$	52,317
LIBI - Librarian I	500171 - Library Reader's Services - Librari	\$	23,015	20	Part-Time	\$	1,463	\$	342	\$	2,144	\$	-	\$	27,540
READSVMA - Reader Services ManagerA	500171 - Library Reader's Services - Librari	\$	62,444	37.5	Full-Time	\$	3,968	\$	928	\$	5,818	\$	59	\$	74,779
LIBASTII - Library Asst II	500172 - Library Reader Services - Assistant	\$	12,870	15	Part-Time	\$	818	\$	191	\$	-	\$	-	\$	14,201
LIBATIII - Library Asst III	500172 - Library Reader Services - Assistant	\$	19,760	20	Part-Time	\$	1,256	\$	294	\$	1,841	\$	-	\$	23,645
LIBATIII - Library Asst III	500172 - Library Reader Services - Assistant	\$	14,586	15	Part-Time	\$	927	\$	217	\$	-	\$	-	\$	16,094
LIBATIII - Library Asst III	500172 - Library Reader Services - Assistant	\$	21,476	20	Part-Time	\$	1,365	\$	319	\$	2,001	\$	-	\$	25,698
LIBATIII - Library Asst III	500172 - Library Reader Services - Assistant	\$	49,306	37.5	Full-Time	\$	3,133	\$	733	\$	4,594	\$	46	\$	59,046
		\$	2,069,631												
	Merit Pool/Union Contracts	\$	59,418												
		\$	2,129,049												
	Open Positions/Substitute Hours/Salary Adjustments	\$	307,095												
	Library Fund Total	\$	2,436,144												

Library Technology Replacement Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 201	\$ 202	\$ -	\$ 119	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Revenues	\$ 75,201	\$ 100,202	\$ 100,000	\$ 100,119	\$ 100,000
Less Contributions & Transfers	\$ 201	\$ 202	\$ -	\$ 119	\$ -

Library Technology Replacement Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ 50,031	\$ 66,572	\$ 237,000	\$ 237,000	\$ -
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 50,031	\$ 66,572	\$ 237,000	\$ 237,000	\$ -
Total Less Transfers	\$ 50,031	\$ 66,572	\$ 237,000	\$ 237,000	\$ -
Surplus (Deficit)	\$ 25,171	\$ 33,630	\$ (137,000)	\$ (136,881)	\$ 100,000
Fund Balance	\$ 302,194	\$ 335,824	\$ 198,824	\$ 198,943	\$ 298,943

Library Technology Replacement Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
553		<u>Library Techn Repl Fd Revenues</u>						
553	872000	INTEREST ON INVESTMENTS	\$ 201	\$ 202	\$ -	\$ 119	\$ -	
553	881100	TRANSFERS IN	\$ 75,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	
		Library Tech Repl Fund Revenues	\$ 75,201	\$ 100,202	\$ 100,000	\$ 100,119	\$ 100,000	
5535011		<u>Library Techn Repl Fd Expenditures</u>						
5535011	952000	MATERIALS	\$ 50,031	\$ 66,572	\$ 237,000	\$ 237,000	\$ -	
		Total Library Tech Repl Fund Expenditures	\$ 50,031	\$ 66,572	\$ 237,000	\$ 237,000	\$ -	
		Library Tech Replacement Surplus (Deficit)	\$ 25,171	\$ 33,630	\$ (137,000)	\$ (136,881)	\$ 100,000	



Dempster Tax Increment Financing (TIF) District

Description

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

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

Our 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.

Dempster TIF Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ 172,409	\$ 165,462	\$ 170,000	\$ 170,000	\$ 175,000
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 2	\$ 3	\$ -	\$ 4	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 172,411	\$ 165,465	\$ 170,000	\$ 170,004	\$ 175,000
Less Contributions & Transfers	\$ 172,411	\$ 165,465	\$ 170,000	\$ 170,004	\$ 175,000

Dempster TIF Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 171,540	\$ 167,301	\$ 175,000	\$ 174,444	\$ 180,000
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 171,540	\$ 167,301	\$ 175,000	\$ 174,444	\$ 180,000
Total Less Transfers	\$ 171,540	\$ 167,301	\$ 175,000	\$ 174,444	\$ 180,000
Surplus (Deficit)	\$ 870	\$ (1,836)	\$ (5,000)	\$ (4,440)	\$ (5,000)
Fund Balance	\$ 110,214	\$ 108,378	\$ 103,378	\$ 103,938	\$ 98,938

Dempster TIF Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
202		<u>Dempster TIF Fund Revenues</u>						
								Redevelopment agreement passes 100% of increment revenue to Dempster Development.
202	811000	PROPERTY TAX CURRENT	\$ 172,409	\$ 165,462	\$ 170,000	\$ 170,000	\$ 175,000	City's final payment for tax year 2019 is payable to Dempster Development in 2020
202	872000	INTEREST ON INVESTMENTS	\$ 2	\$ 3	\$ -	\$ 4	\$ -	
		Total Dempster TIF Fund Revenues	\$ 172,411	\$ 165,465	\$ 170,000	\$ 170,004	\$ 175,000	
2021031		<u>Financial Administration Expenditures</u>						
2021031	948500	GENERAL CONTRACTUAL SERV	\$ 1,800	\$ 1,838	\$ 5,000	\$ 5,000	\$ -	
		Total Financial Administration Expenditures	\$ 1,800	\$ 1,838	\$ 5,000	\$ 5,000	\$ -	
2024063		<u>Business District Expenditures</u>						
2024063	942500	SPECIAL COUNSEL	\$ -	\$ -	\$ -	\$ -	\$ 5,000	TIF Attorney (Montana & Welch)
2024063	948500	GENERAL CONTRACTUAL SERV	\$ 169,740	\$ 165,463	\$ 170,000	\$ 169,444	\$ 175,000	Tax reimbursement per agreement
		Total Business District Expenditures	\$ 169,740	\$ 165,463	\$ 170,000	\$ 169,444	\$ 180,000	
		Total Dempster TIF Expenditures	\$ 171,540	\$ 167,301	\$ 175,000	\$ 174,444	\$ 180,000	
		Dempster TIF Surplus (Deficit)	\$ 870	\$ (1,836)	\$ (5,000)	\$ (4,440)	\$ (5,000)	

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Motor Fuel Tax Fund

Description

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

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Motor Fuel Tax Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ 958,705	\$ 949,987	\$ 965,110	\$ 957,294	\$ 965,625
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 865	\$ 5,143	\$ 2,500	\$ 4,425	\$ 5,000
Miscellaneous	\$ -	\$ 10,342	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 959,570	\$ 965,471	\$ 967,610	\$ 961,719	\$ 970,625
Less Contributions & Transfers	\$ 959,570	\$ 965,471	\$ 967,610	\$ 961,719	\$ 970,625

Motor Fuel Tax Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ 947,687	\$ 917,120	\$ 1,100,000	\$ 961,265	\$ 1,400,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 947,687	\$ 917,120	\$ 1,100,000	\$ 961,265	\$ 1,400,000
Total Less Transfers	\$ 947,687	\$ 917,120	\$ 1,100,000	\$ 961,265	\$ 1,400,000
Surplus (Deficit)	\$ 11,883	\$ 48,351	\$ (132,390)	\$ 455	\$ (429,375)
Fund Balance	\$ 1,340,222	\$ 1,388,573	\$ 1,256,183	\$ 1,389,027	\$ 959,652

Motor Fuel Tax Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
203		<u>Motor Fuel Tax Fund Revenues</u>						
203	832000	MOTOR FUEL TAX	\$ 958,705	\$ 949,987	\$ 965,110	\$ 957,294	\$ 965,625	Based on 01/2018 Illinois Municipal League Forecast
203	872000	INTEREST ON INVESTMENTS	\$ 865	\$ 5,143	\$ 2,500	\$ 4,425	\$ 5,000	
203	877000	MISCELLANEOUS	\$ -	\$ 10,342	\$ -	\$ -	\$ -	
		Total Motor Fuel Tax Fund Revenues	\$ 959,570	\$ 965,471	\$ 967,610	\$ 961,719	\$ 970,625	
2033021		<u>Motor Fuel Tax Fund Expenditures</u>						
2033024	995152	STREET REPAIRS	\$ 947,687	\$ 917,120	\$ 1,100,000	\$ 961,265	\$ 1,400,000	
		Total Motor Fuel Tax Fund Expenditures	\$ 947,687	\$ 917,120	\$ 1,100,000	\$ 961,265	\$ 1,400,000	
		Motor Fuel Tax Fund Surplus (Deficit)	\$ 11,883	\$ 48,351	\$ (132,390)	\$ 455	\$ (429,375)	

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Uptown Tax Increment Financing (TIF) District

Description

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

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

Our Mission:

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Uptown TIF Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ 2,524,531	\$ 2,879,694	\$ 2,600,000	\$ 2,792,231	\$ 2,850,000
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 37	\$ 577	\$ -	\$ 1	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 2,524,568	\$ 2,880,271	\$ 2,600,000	\$ 2,792,232	\$ 2,850,000
Less Contributions & Transfers	\$ 2,524,568	\$ 2,880,271	\$ 2,600,000	\$ 2,792,232	\$ 2,850,000

Uptown TIF Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 342,334	\$ 858,795	\$ 1,361,413	\$ 510,931	\$ 509,000
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ -	\$ 21,325	\$ -	\$ 65,000	\$ 1,146,088
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 200,000	\$ -	\$ 728,081	\$ 957,501	\$ 2,348,049
Total Expenditures	\$ 542,334	\$ 880,120	\$ 2,089,494	\$ 1,533,432	\$ 4,003,137
Total Less Transfers	\$ 342,334	\$ 880,120	\$ 1,361,413	\$ 575,931	\$ 1,655,088
Surplus (Deficit)	\$ 1,982,234	\$ 2,000,151	\$ 510,506	\$ 1,258,800	\$ (1,153,137)
Fund Balance	\$ 2,597,827	\$ 4,597,979	\$ 5,108,485	\$ 5,856,779	\$ 4,703,642

Uptown TIF Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
204		<u>Uptown TIF Fund Revenues</u>						
204	811000	PROPERTY TAX CURRENT	\$ 2,498,685	\$ 2,863,916	\$ 2,600,000	\$ 2,785,545	\$ 2,850,000	Estimated Increment Revenue
204	812000	PROPERTY TAX PRIOR	\$ 25,846	\$ 15,778	\$ -	\$ 6,686	\$ -	
204	872000	INTEREST ON INVESTMENTS	\$ 37	\$ 577	\$ -	\$ 1	\$ -	
	Total	Uptown TIF Fund Revenues	\$ 2,524,568	\$ 2,880,271	\$ 2,600,000	\$ 2,792,232	\$ 2,850,000	
2041027		<u>Economic Development</u>						
2041027	948500	GENERAL CONTRACTUAL SERV	\$ 342,334	\$ 853,895	\$ 531,913	\$ 481,431	\$ 504,000	School District #207: New Student \$310K, School District #207 Growth \$100K, Park Ridge Park District New Property: \$55K, School District #64: New Student \$39K
2041027	949300	TRANSFER OUT	\$ 200,000	\$ -	\$ 728,081	\$ 957,501	\$ 2,348,049	Abated 90% of 2015A Debt Service: \$408,696; Abated 90% of 2015B Debt Service: \$1,779,911;
2043072	997100	UPTOWN STREETSCAPING	\$ -	\$ 21,325	\$ -	\$ 65,000	\$ 1,146,088	Abated 90% of 2016 Debt Service: \$159,442
	Total	Economic Development Expenditures	\$ 542,334	\$ 875,220	\$ 1,259,994	\$ 1,503,932	\$ 3,998,137	Illinois Transportation Enhancement Program-Northwest Highway Streetscape
2044063		<u>Business District</u>						
2044063	942500	GENERAL COUNSEL	\$ -	\$ 4,450	\$ 22,000	\$ 22,000	\$ 5,000	TIF Attorney (Montana & Welch)
2044063	948500	GENERAL CONTRACTUAL SERV	\$ -	\$ 450	\$ 807,500	\$ 7,500	\$ -	
	Total	Business District Expenditures	\$ -	\$ 4,900	\$ 829,500	\$ 29,500	\$ 5,000	
	Total	Uptown TIF Fund Expenditures	\$ 542,334	\$ 880,120	\$ 2,089,494	\$ 1,533,432	\$ 4,003,137	
		Uptown TIF Surplus (Deficit)	\$ 1,982,234	\$ 2,000,151	\$ 510,506	\$ 1,258,800	\$ (1,153,137)	

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Illinois Municipal Retirement Fund-IMRF

Description

The Illinois Municipal Retirement Fund (IMRF) is a Special Revenue fund used to account for property tax revenue levied for the purpose of funding IMRF pension obligations. Pension payments are remitted to IMRF on a monthly basis based on actual payroll. The City's calendar year 2018 IMRF rate is 9.09% of covered payroll.

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Illinois Municipal Retirement Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ 2,005,185	\$ 2,093,484	\$ 824,239	\$ 896,360	\$ 641,773
Intergovernmental Taxes	\$ 24,463	\$ 27,080	\$ 25,000	\$ 20,330	\$ 20,000
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ 231,586	\$ 214,897	\$ 215,169	\$ 215,169	\$ 112,123
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 2,261,234	\$ 2,335,461	\$ 1,064,408	\$ 1,131,859	\$ 773,896
Less Contributions & Transfers	\$ 2,029,648	\$ 2,120,564	\$ 849,239	\$ 916,690	\$ 661,773

Illinois Municipal Retirement Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ 1,855,300	\$ 1,786,033	\$ 939,842	\$ 867,644	\$ 864,408
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,855,300	\$ 1,786,033	\$ 939,842	\$ 867,644	\$ 864,408
Total Less Transfers	\$ 1,855,300	\$ 1,786,033	\$ 939,842	\$ 867,644	\$ 864,408
Surplus (Deficit)	\$ 405,934	\$ 549,428	\$ 124,566	\$ 264,215	\$ (90,512)
May 1, 2017 Fund Balance Restatement			\$ (470,544)	\$ (470,544)	
Fund Balance	\$ 54,048	\$ 603,476	\$ 257,498	\$ 397,147	\$ 306,635

Illinois Municipal Retirement Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
206		<u>IL Mun Retire Fund Revenues</u>						
206	811000	PROPERTY TAX CURRENT	\$ 987,627	\$ 1,000,255	\$ 824,239	\$ 896,360	\$ 641,773	
206	811004	SS/MEDICARE PROPERTY TAX	\$ 1,017,558	\$ 1,093,228	\$ -	\$ -	\$ -	
206	831500	PERS PROP REPLACE TAX	\$ 24,463	\$ 27,080	\$ 25,000	\$ 20,330	\$ 20,000	
206	880500	REV-CONTRIBUTION FROM SEWER	\$ 76,791	\$ 78,519	\$ 72,643	\$ 72,643	\$ 31,255	
206	880600	CONTRIBUTION FRM ENTPRSE	\$ 125,866	\$ 114,699	\$ 112,429	\$ 112,429	\$ 62,793	
206	880700	REV-CONTR FRM PARKING	\$ 28,929	\$ 21,679	\$ 30,097	\$ 30,097	\$ 18,075	
		Total IL Mun Retire Fund Revenues	\$ 2,261,234	\$ 2,335,461	\$ 1,064,408	\$ 1,131,859	\$ 773,896	
2066050		<u>IL Mun Retire Fund Expenditures</u>						
2066050	949100	PENSION PAYMENTS	\$ 1,020,032	\$ 961,880	\$ 939,842	\$ 867,644	\$ 864,408	IMRF Rate decreased from 9.52% to 9.09% on 1/1/2018
2066050	949101	FICA/MEDICARE	\$ 835,268	\$ 824,153	\$ -	\$ -	\$ -	
		Total IL Mun Retire Fund Expenditures	\$ 1,855,300	\$ 1,786,033	\$ 939,842	\$ 867,644	\$ 864,408	
		IMRF Surplus (Deficit)	\$ 405,934	\$ 549,428	\$ 124,566	\$ 264,215	\$ (90,512)	

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Federal Insurance Contributions Act Fund-FICA

Description

The Federal Insurance Contributions Act (FICA) fund is Special Revenue fund used to account for property tax revenue levied for the purpose of funding the City's FICA obligations. Payments are remitted to the federal government on a bi-weekly payment, along with the employee's contribution.

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Federal Insurance Contributions Act Tax Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	942,433	\$ 1,024,895	\$ 861,684
Intergovernmental Taxes	\$ -	\$ -	-	\$ -	-
Other Local Taxes	\$ -	\$ -	-	\$ -	-
Licenses and Permits	\$ -	\$ -	-	\$ -	-
Grant	\$ -	\$ -	-	\$ -	-
Charges for Services	\$ -	\$ -	-	\$ -	-
Fines and Forfeitures	\$ -	\$ -	-	\$ -	-
Contribution from Other Funds	\$ -	\$ -	96,630	\$ 96,630	\$ 94,363
Interest	\$ -	\$ -	-	\$ -	-
Miscellaneous	\$ -	\$ -	-	\$ -	-
Bond Proceeds	\$ -	\$ -	-	\$ -	-
Transfers In	\$ -	\$ -	-	\$ -	-
Total Revenues	\$ -	\$ -	1,039,063	\$ 1,121,525	\$ 956,047
Less Contributions & Transfers	\$ -	\$ -	942,433	\$ 1,024,895	\$ 861,684

Federal Insurance Contributions Act Tax Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	-	\$ -	-
Overtime	\$ -	\$ -	-	\$ -	-
Employee Insurance	\$ -	\$ -	-	\$ -	-
Workers Compensation	\$ -	\$ -	-	\$ -	-
All Other Personnel	\$ -	\$ -	976,211	\$ 847,231	\$ 933,443
Contractual Services	\$ -	\$ -	-	\$ -	-
Commodities	\$ -	\$ -	-	\$ -	-
Capital Items	\$ -	\$ -	-	\$ -	-
Debt Service	\$ -	\$ -	-	\$ -	-
Contingency	\$ -	\$ -	-	\$ -	-
Transfers Out	\$ -	\$ -	-	\$ -	-
Total Expenditures	\$ -	\$ -	976,211	\$ 847,231	\$ 933,443
Total Less Transfers	\$ -	\$ -	976,211	\$ 847,231	\$ 933,443
Surplus (Deficit)	\$ -	\$ -	62,852	\$ 274,294	\$ 22,604
May 1, 2017 Fund Balance Restatement			\$ 470,544	\$ 470,544	
Fund Balance	\$ -	\$ -	533,396	\$ 744,838	\$ 767,442

Federal Insurance Contributions Act Tax Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
207		<u>FICA Fund Revenues</u>						
207	811000	PROPERTY TAX CURRENT	\$ -	\$ -	\$ 942,433	\$ 1,024,895	\$ 861,684	
207	880500	REV-CONTRIBUTION FROM SEWER	\$ -	\$ -	\$ 33,129	\$ 33,129	\$ 26,305	
207	880600	CONTRIBUTION FRM ENTPRSE	\$ -	\$ -	\$ 50,092	\$ 50,092	\$ 52,846	
207	880700	REV-CONTR FRM PARKING	\$ -	\$ -	\$ 13,409	\$ 13,409	\$ 15,212	
		Total FICA Fund Revenues	\$ -	\$ -	\$ 1,039,063	\$ 1,121,525	\$ 956,047	
2076050		<u>FICA Fund Expenditures</u>						
2076050	949101	FICA/MEDICARE	\$ -	\$ -	\$ 976,211	\$ 847,231	\$ 933,443	Social Security 6.2% + Medicare 1.45%.
		Total FICA Fund Expenditures	\$ -	\$ -	\$ 976,211	\$ 847,231	\$ 933,443	
		FICA Surplus (Deficit)	\$ -	\$ -	\$ 62,852	\$ 274,294	\$ 22,604	

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Municipal Waste Fund

Description

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

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

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Municipal Waste Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ 3,897,123	\$ 3,438,267	\$ 2,625,320	\$ 2,855,034	\$ 2,855,034
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 698	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 3,897,821	\$ 3,438,267	\$ 2,625,320	\$ 2,855,034	\$ 2,855,034
Less Contributions & Transfers	\$ 3,897,821	\$ 3,438,267	\$ 2,625,320	\$ 2,855,034	\$ 2,855,034

Municipal Waste Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 52,083	\$ 52,811	\$ 50,955	\$ 55,595	\$ 51,703
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ 44,100	\$ 11,022	\$ 7,896	\$ 7,896	\$ 8,493
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 3,282,949	\$ 2,636,870	\$ 2,799,180	\$ 2,800,593	\$ 2,882,000
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 3,379,133	\$ 2,700,704	\$ 2,858,031	\$ 2,864,084	\$ 2,942,196
Total Less Transfers	\$ 3,379,133	\$ 2,700,704	\$ 2,858,031	\$ 2,864,084	\$ 2,942,196
Surplus (Deficit)	\$ 518,689	\$ 737,563	\$ (232,711)	\$ (9,050)	\$ (87,162)
Fund Balance	\$ 465,402	\$ 1,202,965	\$ 970,254	\$ 1,193,915	\$ 1,106,753

Municipal Waste Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
208		<u>Municipal Waste Fund Revenues</u>						
208	811000	PROPERTY TAX CURRENT	\$ 3,897,123	\$ 3,438,267	\$ 2,625,320	\$ 2,855,034	\$ 2,855,034	
208	877013	RECYCLED MATERIALS	\$ 698	\$ -	\$ -	\$ -	\$ -	
		Total Municipal Waste Fund Revenues	\$ 3,897,821	\$ 3,438,267	\$ 2,625,320	\$ 2,855,034	\$ 2,855,034	
2083043		<u>Municipal Waste Fund Expenditures</u>						
2083043	910000	REGULAR SALARIES	\$ 52,083	\$ 52,811	\$ 50,955	\$ 55,595	\$ 51,703	
2083043	921000	EMP BNFTS-PPO	\$ 30,307	\$ 6,633	\$ 5,073	\$ 5,073	\$ 5,442	
2083043	921001	EMP BNFTS-HMO	\$ 10,969	\$ 3,769	\$ 2,280	\$ 2,280	\$ 2,448	
2083043	921002	EMP BNFTS-LIFE	\$ 380	\$ 63	\$ 48	\$ 48	\$ 56	
2083043	921005	EMP BNFTS-DENTAL	\$ 2,444	\$ 558	\$ 495	\$ 495	\$ 508	
2083043	921009	EMP BNFTS-PROGRAMMING	\$ -	\$ -	\$ -	\$ -	\$ 39	
2083043	947600	SCAVENGER SERVICE	\$ 3,221,226	\$ 2,568,396	\$ 2,714,180	\$ 2,725,593	\$ 2,797,000	Groot \$2,190,000; SWANCC \$607,000
2083043	947700	REFUSE DISPOSAL	\$ 61,723	\$ 68,474	\$ 85,000	\$ 75,000	\$ 85,000	Disposal of spoils: asphalt, leaves; Fluctuation based on weather conditions
		Total Municipal Waste Fund Expenditures	\$ 3,379,133	\$ 2,700,704	\$ 2,858,031	\$ 2,864,084	\$ 2,942,196	
		Municipal Waste Surplus (Deficit)	\$ 518,689	\$ 737,563	\$ (232,711)	\$ (9,050)	\$ (87,162)	

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Emergency Telephone (E-911) Fund

Description

The Emergency Telephone (E-911) Fund was established to account for 9-1-1 surcharge revenue and expenses related to providing 9-1-1 services. This includes revenue from land-line, wireless, and IP-based 9-1-1 surcharges, as well as expenditures related to the receipt of 9-1-1 PSAP services from third party suppliers: West Suburban Consolidated Dispatch Center (WSCDC) and Regional Emergency Dispatch (RED) Center.

Starting in 2017 and pursuant to State law, the City no longer receives E-911 revenues directly. Revenues are now remitted to West Suburban Consolidated Dispatch Center. With this change in revenue WSCDC now bills the City for a net cost as opposed to the previous gross cost. The full gross cost continues to be paid to RED Center.

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Emergency Telephone (E-911) Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ 473,963	\$ 424,498	\$ 500,000	\$ 122,435	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ 952,939	\$ 1,022,971	\$ 700,000	\$ 700,000	\$ 893,000
Total Revenues	\$ 1,426,902	\$ 1,447,469	\$ 1,200,000	\$ 822,435	\$ 893,000
Less Contributions & Transfers	\$ 473,963	\$ 424,498	\$ 500,000	\$ 122,435	\$ -

Emergency Telephone (E-911) Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 1,344,476	\$ 1,320,886	\$ 1,210,129	\$ 993,613	\$ 891,200
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ 660	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,345,136	\$ 1,320,886	\$ 1,210,129	\$ 993,613	\$ 891,200
Total Less Transfers	\$ 1,345,136	\$ 1,320,886	\$ 1,210,129	\$ 993,613	\$ 891,200
Surplus (Deficit)	\$ 81,766	\$ 126,583	\$ (10,129)	\$ (171,178)	\$ 1,800
Fund Balance	\$ 80,956	\$ 207,540	\$ 197,411	\$ 36,362	\$ 38,162

Emergency Telephone (E-911) Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
220		<u>E-911</u>						
								City last received revenue from the State for the month of May 2017. <i>Per 50 ILCS 750</i> , West Suburban Consolidated Dispatch Center (WSCDC) received revenue for the month of October 2017 and future months. Unknown whether City or WSCDC will receive revenue for the
220	816500	EMERGENCY TELEPHONE TAX	\$ 473,963	\$ 424,498	\$ 500,000	\$ 122,435	\$ -	months of June-September 2017
220	831200	OTH FIN SRC-CONT FRM GEN	\$ 952,939	\$ 1,022,971	\$ 700,000	\$ 700,000	\$ 893,000	General Fund subsidy of E-911 program
		Total E-911 Fund Revenues	\$ 1,426,902	\$ 1,447,469	\$ 1,200,000	\$ 822,435	\$ 893,000	
2202013		<u>Police Dept. - E-911</u>						
2202013	941500	ANI/ALI FEES	29,408	(1,634)	-	-	-	
2202013	948500	GENERAL CONTRACTUAL SERV						West Suburban Consolidated Dispatch Center. Due to revenue distribution change, WSCDC now invoices the City the net cost. Previous years reflect the gross cost.
			1,315,068	1,322,520	824,080	612,673	480,000	
2202013	990800	COMPUTER EQUIPMENT	660	-	-	-	-	
		Total Police Dept. - E-911 Expenditures	1,345,136	1,320,886	824,080	612,673	480,000	
2202021		<u>Fire Dept. - E-911 Expenditures</u>						
2202021	948500	GENERAL CONTRACTUAL SERV	-	-	386,049	380,940	411,200	Regional Dispatch Center: \$389K; A&T T1 Lines/Alarms/POT Lines: \$14K; Verizon: Modem Service: \$7,200
		Total Fire Dept. - E-911 Expenditures	-	-	386,049	380,940	411,200	
		Total E-911 Expenditures	1,345,136	1,320,886	1,210,129	993,613	891,200	
		E-911 Fund Surplus (Deficit)	81,766	126,583	(10,129)	(171,178)	1,800	

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Asset Forfeiture Fund

Description

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

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

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Asset Forfeiture Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 0	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 11,486	\$ 76,175	\$ -	\$ 4,986	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 11,487	\$ 76,175	\$ -	\$ 4,986	\$ -
Less Contributions & Transfers	\$ 11,487	\$ 76,175	\$ -	\$ 4,986	\$ -

Asset Forfeiture Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ 23,777	\$ 18,059	\$ 97,113	\$ 2,269	\$ 152,508
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 23,777	\$ 18,059	\$ 97,113	\$ 2,269	\$ 152,508
Total Less Transfers	\$ 23,777	\$ 18,059	\$ 97,113	\$ 2,269	\$ 152,508
Surplus (Deficit)	\$ (12,290)	\$ 58,116	\$ (97,113)	\$ 2,717	\$ (152,508)
Fund Balance	\$ 91,675	\$ 149,791	\$ 52,678	\$ 152,508	\$ 0

Asset Forfeiture Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
221		<u>Asset Forfeiture Revenues</u>						
221	853712	STATE DRUG SEIZURE RECEIPTS	\$ -	\$ 1,455	\$ -	\$ 2,443	\$ -	
221	853714	STATE ASSET FORFEITURE RECEIPTS	\$ 1,665	\$ 31,407	\$ -	\$ 200	\$ -	
221	853715	DUI FINE RECEIPTS	\$ 9,821	\$ 5,036	\$ -	\$ 2,303	\$ -	
221	853716	FEDERAL FORFEITURE RECEIPTS	\$ 0.16	\$ 38,278	\$ -	\$ 40	\$ -	
221	872000	INTEREST ON INVESTMENTS	\$ 0.46	\$ -	\$ -	\$ -	\$ -	
		Total Asset Forfeiture Revenues	\$ 11,487	\$ 76,175	\$ -	\$ 4,986	\$ -	
2212012		<u>Asset Forfeiture Expenditures</u>						
2212012	952008	DUI MATERIALS	\$ 5,732	\$ 911	\$ 40,005	\$ 95	\$ 43,207	Budget represents funds available for spending, actual spending based on need
2212012	952009	DRUG MATERIALS	\$ 17,985	\$ 5,077	\$ 42,216	\$ 1,257	\$ 44,855	
2212012	952014	STATE ASSET FORFEITURE	\$ -	\$ 11,915	\$ 13,002	\$ 905	\$ 24,252	
2212012	952016	FEDERAL FORFEITURE	\$ 60	\$ 156	\$ 1,890	\$ 12	\$ 40,194	
		Total Asset Forfeiture Expenditures	\$ 23,777	\$ 18,059	\$ 97,113	\$ 2,269	\$ 152,508	
		Asset Forfeiture Surplus (Deficit)	\$ (12,290)	\$ 58,116	\$ (97,113)	\$ 2,717	\$ (152,508)	

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Foreign Fire Fund

Description

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

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

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Foreign Fire Tax Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ 62,920	\$ 63,595	\$ 64,918	\$ 65,500	\$ 67,000
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 87	\$ 193	\$ 82	\$ 42	\$ 100
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 63,007	\$ 63,788	\$ 65,000	\$ 65,542	\$ 67,100
Less Contributions & Transfers	\$ 63,007	\$ 63,788	\$ 65,000	\$ 65,542	\$ 67,100

Foreign Fire Tax Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ 73,258	\$ 66,457	\$ 65,000	\$ 64,000	\$ 65,000
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 73,258	\$ 66,457	\$ 65,000	\$ 64,000	\$ 65,000
Total Less Transfers	\$ 73,258	\$ 66,457	\$ 65,000	\$ 64,000	\$ 65,000
Surplus (Deficit)	\$ (10,251)	\$ (2,669)	\$ -	\$ 1,542	\$ 2,100
Fund Balance	\$ 55,671	\$ 53,002	\$ 53,002	\$ 54,544	\$ 56,644

Foreign Fire Tax Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
222		<u>Foreign Fire Revenues</u>						
222	816000	FOREIGN FIRE INSURANCE TAX	\$ 62,920	\$ 63,595	\$ 64,918	\$ 65,500	\$ 67,000	Tax on non-IL insurance company that has policy holders who are IL residents.
222	872000	INTEREST ON INVESTMENTS	\$ 87	\$ 193	\$ 82	\$ 42	\$ 100	
		Total Foreign Fire Revenues	\$ 63,007	\$ 63,788	\$ 65,000	\$ 65,542	\$ 67,100	
2222023		<u>Foreign Fire Tax Expenditures</u>						
2222023	952000	MATERIALS	\$ 73,258	\$ 66,457	\$ 65,000	\$ 64,000	\$ 65,000	
		Total Foreign Fire Tax Expenditures	\$ 73,258	\$ 66,457	\$ 65,000	\$ 64,000	\$ 65,000	
		Foreign Fire Tax Fund Surplus/(Def)	\$ (10,251)	\$ (2,669)	\$ -	\$ 1,542	\$ 2,100	

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Proprietary Funds

Description

Proprietary Funds account for business type activities of governmental units. There are two types of Proprietary Funds: Enterprise Funds and Internal Service Funds. The key distinction between these two funds is that Enterprise Funds charge fees for goods or services to external users and internal service funds charge fees for goods or services to governmental departments, agency component units or other governmental units. Proprietary Funds use the full accrual basis of accounting and have equity accounts. Depreciation expense is recorded in Enterprise Funds, but the City excludes this non-cash expense from its budget.

ENTERPRISE FUNDS:

- Parking Fund
- Water Fund
- Sewer Fund

INTERNAL SERVICE FUNDS:

- Motor Equipment Replacement Fund
- Technology Replacement Fund
- Employee Benefit Fund

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Parking Fund

Description

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

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

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Parking Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 218,088	\$ 237,313	\$ 288,300	\$ 266,569	\$ 289,700
Fines and Forfeitures	\$ 101,906	\$ 175,317	\$ 162,000	\$ 159,000	\$ 143,500
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 377	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 320,371	\$ 412,631	\$ 450,300	\$ 425,569	\$ 433,200
Less Contributions & Transfers	\$ 320,371	\$ 412,631	\$ 450,300	\$ 425,569	\$ 433,200

Parking Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 136,546	\$ 170,196	\$ 174,279	\$ 152,505	\$ 181,602
Overtime	\$ -	\$ 101	\$ 500	\$ -	\$ 500
Employee Insurance	\$ 41,177	\$ 14,696	\$ 27,089	\$ 27,089	\$ 29,833
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 86,920	\$ 106,595	\$ 133,305	\$ 106,333	\$ 88,616
Commodities	\$ 10,336	\$ 18,244	\$ 15,280	\$ 15,931	\$ 49,828
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 108,662	\$ 103,943	\$ 114,395	\$ 114,395	\$ 96,108
Total Expenditures	\$ 383,642	\$ 413,775	\$ 464,848	\$ 416,253	\$ 446,487
Total Less Transfers	\$ 274,980	\$ 309,832	\$ 350,453	\$ 301,858	\$ 350,379
Surplus (Deficit)	\$ (63,270)	\$ (1,144)	\$ (14,548)	\$ 9,316	\$ (13,287)
Balance Sheet Accrual Adjustment	\$ (34,580)	\$ (42,082)	\$ (40,000)	\$ (40,000)	\$ (38,376)
Unrestricted Net Position	\$ (423,079)	\$ (466,305)	\$ (520,853)	\$ (496,989)	\$ (548,652)

Parking Fund Account Detail

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
501		<u>Parking Fund Revenues</u>						
501	851000	PARKING POLICE PENALTY	\$ 75	\$ -	\$ -	\$ -	\$ -	
501	853000	PARKING METER FINES	\$ 99,836	\$ 170,486	\$ 160,000	\$ 155,000	\$ 140,000	Temporary downturn / lag expected as Complus gets up and running
501	853001	PARKING VIOLATION-ADJUDICATION	\$ 1,995	\$ 4,831	\$ 2,000	\$ 4,000	\$ 3,500	
501	865000	PARKING METERS	\$ 121,251	\$ 143,292	\$ 185,000	\$ 165,528	\$ 181,200	FY19 assumes full year of revenue for Busse Automated Pay Box (\$19,200)
501	865001	PARKING METERS - DEE ROAD	\$ 60,437	\$ 60,676	\$ 65,000	\$ 58,191	\$ 59,000	Revenue is restricted for maintenance and upkeep of Dee Road Lot
501	866000	UNMETERED PARKING	\$ 36,400	\$ 33,346	\$ 38,300	\$ 42,850	\$ 49,500	Semi-annual parking permit sales
501	872000	INTEREST ON INVESTMENTS	\$ 377	\$ -	\$ -	\$ -	\$ -	
	Total	Parking Fund Revenues	\$ 320,371	\$ 412,631	\$ 450,300	\$ 425,569	\$ 433,200	
5013027		<u>Parking Fund Expenditures</u>						
5013027	910000	REGULAR SALARIES	\$ 136,546	\$ 170,196	\$ 174,279	\$ 152,505	\$ 181,602	FY19 Budget increased due to update of salary allocation of Public Works maintenance staff
5013027	915200	OVERTIME	\$ -	\$ 101	\$ 500	\$ -	\$ 500	
5013027	921000	EMP BNFTS-PPO	\$ 27,905	\$ 8,844	\$ 17,402	\$ 17,402	\$ 19,115	
5013027	921001	EMP BNFTS-HMO	\$ 10,543	\$ 5,025	\$ 7,822	\$ 7,822	\$ 8,599	
5013027	921002	EMP BNFTS-LIFE	\$ 380	\$ 83	\$ 166	\$ 166	\$ 198	
5013027	921005	EMP BNFTS-DENTAL	\$ 2,349	\$ 743	\$ 1,699	\$ 1,699	\$ 1,783	
5013027	921009	EMP BNFTS-PROGRAMMING	\$ -	\$ -	\$ -	\$ -	\$ 138	
5013027	941701	CITATION FEES	\$ 11,052	\$ 21,770	\$ 28,155	\$ 23,248	\$ 17,436	Procurement of new contract attributed to the decrease in citation fees
5013027	945200	REAL PROPERTY RENTAL	\$ 20,764	\$ 11,580	\$ 12,500	\$ 11,970	\$ 12,500	33% of collections on Summit Parking payable to Union Pacific
5013027	947800	BANK SERVICE CHARGES	\$ 114	\$ 114	\$ 150	\$ 91	\$ 180	Bank fee for counting parking meter coins
5013027	948500	GENERAL CONTRACTUAL SERV	\$ 35,921	\$ 54,022	\$ 65,000	\$ 54,089	\$ 37,500	Uptown parking maintenance agreement
5013027	948509	CONT SVCS -PROPERTY TAX	\$ 19,069	\$ 19,109	\$ 27,500	\$ 16,935	\$ 21,000	Summit Lot Agreement
5013027	949300	TRANSFER OUT	\$ 108,662	\$ 103,943	\$ 114,395	\$ 114,395	\$ 96,108	General Fund Shared Services: \$62,821, IMRF: \$18,075, FICA: \$15,212
5013027	952000	MATERIALS	\$ 7,133	\$ 14,965	\$ 12,500	\$ 10,717	\$ 44,000	Parking meter repair and materials. Three automated parking meters: \$10K each
5013027	955500	ELECTRICITY	\$ 3,203	\$ 3,279	\$ 2,780	\$ 5,214	\$ 5,828	Parking lot lights for all City owned/managed lots
	Total	Parking Fund Expenditures	\$ 383,642	\$ 413,775	\$ 464,848	\$ 416,253	\$ 446,487	
		Parking Surplus (Deficit)	\$ (63,270)	\$ (1,144)	\$ (14,548)	\$ 9,316	\$ (13,287)	

Parking Fund - Salary Detail

Job title	Home Department/Code	FY18 Base Amount (Annual)	Weekly Hours	FT/PT	SS 6.20%	Medicare 1.45%	IMRF 9.09%	Life 0.009%	Total
PARKENF - Parking Enforcement Officer	303027 - Parking	\$ 33,990	29	Part Time	\$ 2,141	\$ 501	\$ 3,139	\$ -	\$ 40,314
PARKENF - Parking Enforcement Officer	303027 - Parking	\$ 43,596	29	Part Time	\$ 2,737	\$ 640	\$ 4,012	\$ -	\$ 51,530
PARKENF - Parking Enforcement Officer	303027 - Parking	\$ 33,327	29	Part Time	\$ 2,107	\$ 493	\$ 3,090	\$ -	\$ 39,680
		<u>\$ 110,913</u>			\$ 6,985	\$ 1,634	\$ 10,241	\$ -	\$ 131,525
	Merit Pool/Union Contracts/Adjustments	\$ 1,751							
		<u>\$ 112,665</u>							

Salaries Allocated from Other Funds	
Public Works - General Fund	\$ 68,938
Parking Fund - Total	\$ 181,603



Water Fund

Description

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

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

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

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

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Water Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ (1)	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 9,624,726	\$ 10,292,012	\$ 10,191,250	\$ 10,983,558	\$ 11,014,000
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 2,417	\$ 2,423	\$ -	\$ 1,019	\$ 1,000
Miscellaneous	\$ 38,976	\$ 46,605	\$ 30,000	\$ 34,886	\$ 30,000
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 9,666,117	\$ 10,341,040	\$ 10,221,250	\$ 11,019,463	\$ 11,045,000
Less Contributions & Transfers	\$ 9,666,117	\$ 10,341,040	\$ 10,221,250	\$ 11,019,463	\$ 11,045,000

Water Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 532,641	\$ 551,469	\$ 579,797	\$ 618,964	\$ 673,558
Overtime	\$ 67,623	\$ 106,158	\$ 75,000	\$ 100,000	\$ 100,000
Employee Insurance	\$ 205,640	\$ 100,152	\$ 89,858	\$ 89,858	\$ 110,647
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ 28,633	\$ 21,118	\$ 35,000	\$ 24,908	\$ 36,000
Contractual Services	\$ 5,548,451	\$ 4,865,929	\$ 5,971,856	\$ 5,214,248	\$ 5,719,000
Commodities	\$ 372,326	\$ 384,220	\$ 413,830	\$ 405,820	\$ 453,198
Capital Items	\$ 305,374	\$ 985,080	\$ 1,795,000	\$ 295,000	\$ 2,540,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 1,799,003	\$ 1,933,835	\$ 2,067,317	\$ 2,067,317	\$ 2,097,337
Total Expenditures	\$ 8,859,691	\$ 8,947,960	\$ 11,027,658	\$ 8,816,115	\$ 11,729,740
Total Less Transfers	\$ 7,060,688	\$ 7,014,125	\$ 8,960,341	\$ 6,748,798	\$ 9,632,403
Surplus (Deficit)	\$ 806,426	\$ 1,393,081	\$ (806,408)	\$ 2,203,348	\$ (684,740)
Balance Sheet Accrual Adjustment	\$ (95,981)	\$ (12,064)	\$ -	\$ -	\$ -
Ending Unrestricted Net Position	\$ 4,345,961	\$ 5,726,978	\$ 4,920,570	\$ 7,930,326	\$ 7,245,586

Water Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
502		<u>Water Fund Revenues</u>						
502	817000	UTILITY TAX	\$ (1)	\$ -	\$ -	\$ -	\$ -	
502	817200	SEWER CHARGE	\$ (80)	\$ -	\$ -	\$ -	\$ -	
502	860000	FIXED CHARGE	\$ 1,329,034	\$ 1,343,548	\$ 1,420,000	\$ 1,420,000	\$ 1,420,000	Water fixed charges remain unchanged for the third year.
502	861000	WATER SALES	\$ 3,995,428	\$ 4,536,738	\$ 4,411,058	\$ 4,820,000	\$ 4,764,000	Water variable rate remains \$3.97, unchanged for the third year. Based on volume of 1.2M, per trend. City of Chicago water sales rate assumes a 2% CPI increase. Based on volume of 1.2M, per trend.
502	861001	CITY OF CHGO WATER SALES	\$ 4,241,850	\$ 4,382,732	\$ 4,335,192	\$ 4,715,500	\$ 4,800,000	
502	862000	WATER METERS	\$ 58,494	\$ 28,994	\$ 25,000	\$ 28,058	\$ 30,000	Sale of water meters to developments offsets City's cost to purchase meters
502	872000	INTEREST ON INVESTMENTS	\$ 2,417	\$ 2,423	\$ -	\$ 1,019	\$ 1,000	
502	877000	MISCELLANEOUS	\$ 38,976	\$ 46,605	\$ 30,000	\$ 34,886	\$ 30,000	Late fees; NSF fees; water turn on fees
		Total Water Fund Revenues	\$ 9,666,117	\$ 10,341,040	\$ 10,221,250	\$ 11,019,463	\$ 11,045,000	
5023051		<u>Water Administration Expenditures</u>						
5023051	910000	REGULAR SALARIES	\$ 532,641	\$ 551,469	\$ 579,797	\$ 618,964	\$ 673,558	FY19 Budget increased due to update of salary allocation of Public Works maintenance staff
5023051	915200	OVERTIME	\$ 67,623	\$ 106,158	\$ 75,000	\$ 100,000	\$ 100,000	
5023051	921000	EMP BNFTS-PPO	\$ 139,129	\$ 63,009	\$ 57,726	\$ 57,726	\$ 70,898	
5023051	921001	EMP BNFTS-HMO	\$ 52,838	\$ 31,409	\$ 25,946	\$ 25,946	\$ 31,893	
5023051	921002	EMP BNFTS-LIFE	\$ 1,900	\$ 629	\$ 550	\$ 550	\$ 733	
5023051	921005	EMP BNFTS-DENTAL	\$ 11,773	\$ 5,104	\$ 5,636	\$ 5,636	\$ 6,612	
5023051	921009	EMP BNFTS-PROGRAMMING	\$ -	\$ -	\$ -	\$ -	\$ 511	
5023051	941700	DATA PROCESSING SERVICES	\$ 21,606	\$ 21,413	\$ 25,001	\$ 23,000	\$ 23,000	Producing and mailing utility bills & annual water report
5023051	947200	POSTAL CHARGES	\$ 35,727	\$ 33,050	\$ 35,000	\$ 33,714	\$ 35,000	Postage on utility bills
5023051	947800	BANK SERVICE CHARGES	\$ -	\$ -	\$ 4,999	\$ 4,678	\$ 6,000	Epay (online payment), processing fees will increase as use of online payments increase Shared Services: \$994,623, IMRF: \$62,793, FICA: \$52,846, 2014A Debt Service: \$813,075,
5023051	949300	TRANSFER OUT	\$ 1,799,003	\$ 1,933,835	\$ 2,067,317	\$ 2,067,317	\$ 2,097,337	MERF: \$125K, IT Replacement Fund: \$49K
5023051	990400	MOTOR EQUIPMENT	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	
		Total Water Administration Expenditures	\$ 2,862,239	\$ 2,946,076	\$ 2,876,972	\$ 2,937,531	\$ 3,045,542	

Water Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
5023052		<u>Water Supply & Treatment Expenditures</u>						
5023052	940300	WATER PURCHASES-CHICAGO	\$ 5,451,912	\$ 4,661,179	\$ 5,750,000	\$ 5,000,000	\$ 5,555,000	City of Chicago water purchase rate assumes a 2% CPI increase. Based on volume of 1.375M, per trend. Environmental Protection Agency mandated tests; new Fourth Unregulated Contaminant
5023052	941400	TESTING	\$ 5,715	\$ 6,046	\$ 10,000	\$ 7,000	\$ 12,000	Monitoring Rule mandated testing
5023052	942100	BUILDING MAINTENANCE	\$ 682	\$ 229	\$ 1,000	\$ -	\$ -	
5023052	943700	TRAINING	\$ 225	\$ 10	\$ 3,000	\$ 3,000	\$ 3,000	Water licensing classes; new employees
5023052	948500	GENERAL CONTRACTUAL SERV	\$ 14,379	\$ 18,092	\$ 25,000	\$ 25,000	\$ 25,000	Alarm systems, water testing, SCADA repairs, general maintenance.
5023052	952000	MATERIALS	\$ 7,304	\$ 3,575	\$ 20,000	\$ 12,000	\$ 20,000	Chlorine; diesel fuel; general maintenance
5023052	955000	NATURAL GAS	\$ 2,311	\$ 2,313	\$ 2,432	\$ 2,422	\$ 2,730	Gas at water pump stations
5023052	955500	ELECTRICITY	\$ 83,759	\$ 81,847	\$ 81,398	\$ 81,398	\$ 85,468	Electricity at water pump stations
5023052	996300	BUILDING REPAIRS	\$ -	\$ -	\$ -	\$ -	\$ 40,000	South Station water supply driveway
	Total	Water Supply & Treatment Expenditures	\$ 5,566,287	\$ 4,773,291	\$ 5,892,830	\$ 5,130,820	\$ 5,743,198	
5023054		<u>Water Main Services</u>						
5023054	915000	EXTRA HELP	\$ 21,393	\$ 14,213	\$ 27,000	\$ 16,908	\$ 27,000	Six summer interns at \$4,500 per intern: Two public works, two hydrant painting, two hydrant flushing
5023054	926000	UNIFORMS	\$ 7,240	\$ 6,905	\$ 8,000	\$ 8,000	\$ 9,000	
5023054	941200	WATER SURVEYS	\$ 11,940	\$ -	\$ -	\$ -	\$ 15,000	Survey third of town each year
5023054	948500	GENERAL CONTRACTUAL SERV	\$ 4,776	\$ 119,200	\$ 117,856	\$ 117,856	\$ 25,000	Emergency repairs by outside contractors
5023054	952000	MATERIALS	\$ 187,411	\$ 220,683	\$ 230,000	\$ 230,000	\$ 230,000	Main/hydrant repairs; fire hydrants; service leaks; meter parts; stone; concrete & soil
5023054	993000	WATER MAIN INFRASTRUCTURE	\$ 105,374	\$ 785,080	\$ 1,795,000	\$ 295,000	\$ 1,500,000	Replacement of approximately 1 Mile of 8"- 12" water main; actual cost dependent on procurement results
	Total	Water Main Service Expenditures	\$ 338,135	\$ 1,146,081	\$ 2,177,856	\$ 667,764	\$ 1,806,000	
5023055		<u>Water Meter Services</u>						
5023055	948500	GENERAL CONTRACTUAL SERV	\$ 1,491	\$ 6,710	\$ -	\$ -	\$ 20,000	Testing of water meters
5023055	956000	METERS	\$ 91,540	\$ 75,801	\$ 80,000	\$ 80,000	\$ 115,000	Replacement meters and pass thru for meters used in new developments: \$115K
5023055	993100	ADVANCED METERING INFRASTRUCT	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	Partial Roll-Out Year 1 of 3
	Total	Water Meter Service Expenditures	\$ 93,030	\$ 82,511	\$ 80,000	\$ 80,000	\$ 1,135,000	
	Total	Water Fund Expenditures	\$ 8,859,691	\$ 8,947,960	\$ 11,027,658	\$ 8,816,115	\$ 11,729,740	
		Water Fund Surplus (Deficit)	\$ 806,426	\$ 1,393,081	\$ (806,408)	\$ 2,203,348	\$ (684,740)	

Water Fund - Salary Detail

Job title	Home Department/Code	FY18 Base Amount (Annual)	Weekly Hours	FT/PT	SS 6.20%	Medicare 1.45%	IMRF 9.09%	Life 0.009%	Total
PUMPOP - Pump Station Operator	303051 - Public Works Water	\$ 59,208	37.5	Full-Time	\$ 3,763	\$ 880	\$ 5,517	\$ 56	\$ 70,903
PWSUPV - Public Works Supervisor	303051 - Public Works Water	\$ 83,496	37.5	Full-time	\$ 5,306	\$ 1,241	\$ 7,780	\$ 79	\$ 99,989
		\$ 142,704			\$ 9,069	\$ 2,121	\$ 13,296	\$ 135	\$ 170,892
	Merit Pool/Union Contracts/Adjustments	\$ 3,568							
		<u>\$ 146,272</u>							

Salaries Allocated from Other Funds	
Public Works - General Fund	\$ 430,860
Senior Fiscal Tech-Finance - General Fund (.50 FTE)	\$ 22,865
Senior Fiscal Tech - General Fund (.75 FTE)	\$ 28,730
Utility Billing Specialist - General Fund (1.0 FTE)	\$ 44,832
Water Fund - Total	\$ 673,559

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Sewer Fund

Description

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

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

A stormwater utility study was conducted in fiscal year 2018 to update the 2012 plan. Results from this study continue to be discussed and will be implemented as decisions are made and projects are identified.

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Sewer Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 1,914,646	\$ 1,962,897	\$ 1,868,740	\$ 1,911,930	\$ 2,136,123
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 1,648	\$ 2,828	\$ -	\$ 1,189	\$ -
Miscellaneous	\$ 5,188	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ 369,666	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 2,291,148	\$ 1,965,725	\$ 1,868,740	\$ 1,913,119	\$ 2,136,123
Less Contributions & Transfers	\$ 1,921,482	\$ 1,965,725	\$ 1,868,740	\$ 1,913,119	\$ 2,136,123

Sewer Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ 359,605	\$ 387,915	\$ 380,063	\$ 328,341	\$ 326,603
Overtime	\$ 36,455	\$ 26,732	\$ 35,000	\$ 35,000	\$ 36,000
Employee Insurance	\$ 34,274	\$ 68,282	\$ 58,904	\$ 58,904	\$ 53,651
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ 16,715	\$ 17,191	\$ 21,000	\$ 25,399	\$ 22,000
Contractual Services	\$ 129,523	\$ 179,670	\$ 338,479	\$ 338,479	\$ 265,000
Commodities	\$ 102,397	\$ 111,134	\$ 133,000	\$ 124,000	\$ 150,000
Capital Items	\$ 50,993	\$ 606,160	\$ 1,100,000	\$ 600,000	\$ 1,100,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 724,148	\$ 728,063	\$ 901,227	\$ 901,227	\$ 819,142
Total Expenditures	\$ 1,454,110	\$ 2,125,148	\$ 2,967,673	\$ 2,411,350	\$ 2,772,396
Total Less Transfers	\$ 729,962	\$ 1,397,085	\$ 2,066,446	\$ 1,510,123	\$ 1,953,254
Surplus (Deficit)	\$ 837,038	\$ (159,423)	\$ (1,098,933)	\$ (498,231)	\$ (636,273)
Balance Sheet Accrual Adjustment	\$ (351,362)	\$ 359,643		\$	\$ -
Ending Unrestricted Net Position	\$ 3,534,327	\$ 3,734,547	\$ 2,635,614	\$ 3,236,316	\$ 2,600,043

Sewer Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
503		<u>Sewer Fund Revenues</u>						
503	817200	SEWER CHARGE	\$ 1,552,179	\$ 1,555,899	\$ 1,538,993	\$ 1,560,973	\$ 1,752,000	Sewer variable charge assumes billing volume of 1.2M, which is based on trend. Rate of \$1.46 is a 3% increase over the previous rate of \$1.42. This is the first increase in three years.
503	860000	FIXED CHARGE	\$ 252,783	\$ 251,265	\$ 254,747	\$ 250,372	\$ 259,123	Sewer fixed charge of \$3.45 is a 3% increase over the previous rate of \$3.35. This is the first increase in three years.
503	872000	INTEREST ON INVESTMENTS	\$ 1,648	\$ 2,828	\$ -	\$ 1,189	\$ -	
503	877000	MISCELLANEOUS	\$ 5,188	\$ -	\$ -	\$ -	\$ -	
503	877040	IN LIEU OF DETENTION	\$ 109,684	\$ 155,732	\$ 75,000	\$ 100,585	\$ 125,000	
503	881100	TRANSFER IN	\$ 369,666	\$ -	\$ -	\$ -	\$ -	
	Total	Sewer Fund Revenues	\$ 2,291,148	\$ 1,965,725	\$ 1,868,740	\$ 1,913,119	\$ 2,136,123	
5033031		<u>Sewer Fund Expenses</u>						
5033031	910000	REGULAR SALARIES	\$ 359,605	\$ 387,915	\$ 380,063	\$ 328,341	\$ 326,603	FY19 Budget decreased due to update of salary allocation of Public Works maintenance staff
5033031	915000	EXTRA HELP	\$ 15,377	\$ 15,191	\$ 18,000	\$ 22,399	\$ 18,000	Four summer employees
5033031	915200	OVERTIME	\$ 36,455	\$ 26,732	\$ 35,000	\$ 35,000	\$ 36,000	Dependent on weather and storms
5033031	921000	EMP BNFTS-PPO	\$ 22,015	\$ 26,533	\$ 37,840	\$ 37,840	\$ 34,378	
5033031	921001	EMP BNFTS-HMO	\$ 9,715	\$ 37,195	\$ 17,008	\$ 17,008	\$ 15,464	
5033031	921002	EMP BNFTS-LIFE	\$ 380	\$ 431	\$ 361	\$ 361	\$ 355	
5033031	921005	EMP BNFTS-DENTAL	\$ 2,165	\$ 4,124	\$ 3,695	\$ 3,695	\$ 3,206	
5033031	921009	EMP BNFTS-PROGRAMMING	\$ -	\$ -	\$ -	\$ -	\$ 248	
5033031	926000	UNIFORMS	\$ 1,338	\$ 2,000	\$ 3,000	\$ 3,000	\$ 4,000	
5033031	948500	GENERAL CONTRACTUAL SERV	\$ 123,673	\$ 172,570	\$ 323,479	\$ 323,479	\$ 250,000	Emergency sewer repairs
5033031	948502	SWR CLEAN & TV	\$ 5,850	\$ 7,100	\$ 15,000	\$ 15,000	\$ 15,000	Sewer line locating; televise problem areas
5033031	949300	TRANSFER OUT	\$ 724,148	\$ 728,063	\$ 901,227	\$ 901,227	\$ 819,142	General Fund Shared Services.: \$237K; IMRF: \$31K; FICA: \$26K; 2012A Debt Service: \$450,550; MERF: \$25K; IT Replacement Fund: \$49K
5033031	952000	MATERIALS	\$ 84,152	\$ 77,353	\$ 93,000	\$ 84,000	\$ 100,000	Increase in material costs; inlets; manholes and sewer lines
5033031	955500	ELECTRICITY	\$ 18,245	\$ 33,781	\$ 40,000	\$ 40,000	\$ 50,000	Electricity for Sibley Lift Station; weather and storms dictate expenses
5033031	990400	MOTOR EQUIPMENT	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	
5033031	994013	SEWER IMPROVEMENT PROJECT	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000	Upsizing Dempster Street pipe by Metropolitan Water Reclamation District
5033031	994014	SEWER LINING IMPROVEMENTS	\$ 993	\$ 556,160	\$ 600,000	\$ 600,000	\$ 600,000	Lining of sewers based on evaluation; length contingent on project costs
	Total	Sewer Fund Expenditures	\$ 1,454,110	\$ 2,125,148	\$ 2,967,673	\$ 2,411,350	\$ 2,772,396	
		Sewer Surplus (Deficit)	\$ 837,038	\$ (159,423)	\$ (1,098,933)	\$ (498,231)	\$ (636,273)	

Sewer Fund - Salary Detail

Job title	Home Department/Code	FY18 Base Amount (Annual)	Weekly Hours	FT/PT	SS 6.20%	Medicare 1.45%	IMRF 9.09%	Life 0.009%	Total
MWI - Maintenance Worker I	303031 - Sewer	\$ 54,293	37.5	Full-time	\$ 3,623	\$ 847	\$ 5,312	\$ 54	\$ 68,270
MWI - Maintenance Worker I	303031 - Sewer	\$ 57,009	37.5	Full-time	\$ 3,804	\$ 890	\$ 5,577	\$ 56	\$ 71,683
		\$ 111,302			\$ 7,427	\$ 1,737	\$ 10,889	\$ 110	\$ 139,953
	Merit Pool/Union Contracts/Adjustments	\$ 8,488							
		\$ 119,790							

Salaries Allocated from Other Funds	
Public Works - General Fund	\$ 206,813
Sewer Fund - Total	\$ 326,603



Motor Equipment Replacement Fund-MERF

Description

The Motor Equipment Replacement Fund (MERF) is an Internal Service Fund used to account for the replacement of the City fleet. Annualized funding helps alleviate unpredictability of high-cost items affecting future years' budgets. By funding an expense over a period of years (five to twenty plus years of service life), the City improves overall budgetary control and provides departments with safer and more dependable equipment at the end of the equipment's service life. Equipment needs are evaluated each year and the schedule modified for changes in the condition of equipment. Some items may need replacement sooner than expected due to high maintenance costs and other items lives may be extended thus delaying their replacements.

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Motor Equipment Replacement Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 1,611	\$ 1,616	\$ 1,600	\$ 1,071	\$ 1,500
Miscellaneous	\$ 7,693	\$ 40,224	\$ 5,000	\$ 30,687	\$ 15,000
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ 152,000	\$ 277,000	\$ 1,277,000	\$ 1,277,000	\$ 1,455,242
Total Revenues	\$ 161,304	\$ 318,839	\$ 1,283,600	\$ 1,308,758	\$ 1,471,742
Less Contributions & Transfers	\$ 9,304	\$ 41,839	\$ 6,600	\$ 31,758	\$ 16,500

Motor Equipment Replacement Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ 262,670	\$ 660,929	\$ 1,807,987	\$ 1,768,877	\$ 903,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 262,670	\$ 660,929	\$ 1,807,987	\$ 1,768,877	\$ 903,000
Total Less Transfers	\$ 262,670	\$ 660,929	\$ 1,807,987	\$ 1,768,877	\$ 903,000
Surplus (Deficit)	\$ (101,366)	\$ (342,090)	\$ (524,387)	\$ (460,119)	\$ 568,742
Balance Sheet Accrual Adjustment	\$ (3,312)	\$ (3,695)			
Unrestricted Net Position	\$ 2,983,278	\$ 2,637,493	\$ 2,113,106	\$ 2,177,374	\$ 2,746,116

Motor Equipment Replacement Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
551		<u>MERF Revenues</u>						
551	872000	INTEREST ON INVESTMENTS	\$ 1,611	\$ 1,616	\$ 1,600	\$ 1,071	\$ 1,500	
551	875500	CONTRIBUTIONS	\$ -	\$ 23,328	\$ -	\$ -	\$ -	
551	877011	GAIN/LOSS ON FIXED ASSETS	\$ 7,693	\$ 16,896	\$ 5,000	\$ 30,687	\$ 15,000	
551	881100	TRANSFERS IN	\$ 152,000	\$ 277,000	\$ 1,277,000	\$ 1,277,000	\$ 1,455,242	General Fund: \$1.3M; Water Fund: \$125K; Sewer Fund: \$25K
		Total MERF Revenues	\$ 161,304	\$ 318,839	\$ 1,283,600	\$ 1,308,758	\$ 1,471,742	
5516020		<u>MERF Expenditures</u>						
5516020	990400	MOTOR EQUIPMENT	\$ 262,670	\$ 660,929	\$ 1,807,987	\$ 1,768,877	\$ 903,000	
		Total MERF Expenses	\$ 262,670	\$ 660,929	\$ 1,807,987	\$ 1,768,877	\$ 903,000	
		MERF Surplus (Deficit)	\$ (101,366)	\$ (342,090)	\$ (524,387)	\$ (460,119)	\$ 568,742	

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Information Technology (IT) Replacement Fund

Description

The Information Technology Replacement Fund is an Internal Service Fund that provides computer, printer, copier and technological operations throughout the City. The fund is used to maintain and upgrade the City's communication and information networks. Providing a consistent level of funding helps alleviate the unpredictability of technological enhancement costs. A detailed inventory replacement schedule is maintained. Computers, copiers, servers and network software are projected to have a specific life span and are replaced and/or upgraded systematically each year. Additionally, departments requests for new computers, copiers or computer upgrades are reviewed and approved based on a long term information technology plan.

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Information Technology Replacement Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 201	\$ 202	\$ -	\$ 85	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ 100,000	\$ 125,000	\$ 625,000	\$ 625,000	\$ 298,000
Total Revenues	\$ 100,201	\$ 125,202	\$ 625,000	\$ 625,085	\$ 298,000
Less Contributions & Transfers	\$ 201	\$ 202	\$ -	\$ 85	\$ -

Information Technology Replacement Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ 108,240	\$ 323,127	\$ 602,531	\$ 465,589	\$ 356,625
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 20,000	\$ 10,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 128,240	\$ 333,127	\$ 602,531	\$ 465,589	\$ 356,625
Total Less Transfers	\$ 108,240	\$ 323,127	\$ 602,531	\$ 465,589	\$ 356,625
Surplus (Deficit)	\$ (28,039)	\$ (207,925)	\$ 22,469	\$ 159,496	\$ (58,625)
Balance Sheet Accrual Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
Unrestricted Net Position	\$ 667,575	\$ 459,650	\$ 482,119	\$ 619,146	\$ 560,521

Information Technology Replacement Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
552		<u>Tech Replacement Revenues</u>						
552	872000	INTEREST ON INVESTMENTS	\$ 201	\$ 202	\$ -	\$ 85	\$ -	
552	881100	TRANSFERS IN	\$ 100,000	\$ 125,000	\$ 625,000	\$ 625,000	\$ 298,000	General Fund: \$200K, Water Fund: \$49K, Sewer Fund: \$49K
	Total	Tech Replacement Revenues	\$ 100,201	\$ 125,202	\$ 625,000	\$ 625,085	\$ 298,000	
5521025		<u>Tech Replacement Expenditures</u>						
5521025	949300	TRANSFER OUT	\$ 20,000	\$ 10,000	\$ -	\$ -	\$ -	
5521025	990800	COMPUTER EQUIPMENT	\$ 108,240	\$ 323,127	\$ 602,531	\$ 465,589	\$ 356,625	Project details are provided in the City's Capital Plan
	Total	Tech Replacement Expenditures	\$ 128,240	\$ 333,127	\$ 602,531	\$ 465,589	\$ 356,625	
		Tech Replacement Surplus (Deficit)	\$ (28,039)	\$ (207,925)	\$ 22,469	\$ 159,496	\$ (58,625)	

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Employee Benefits Fund

Description

The Employee Benefits Fund is an Internal Service Fund created in 2015 to account for the charges to each fund for providing health and other related benefits to employees and retirees.

Since 2015 the City has been a member of the Intergovernmental Personnel Benefit Cooperative (IPBC), a municipal pool consisting of over 70 local governments. Through IPBC the City retains the third-party administrative services of Blue Cross/Blue Shield of Illinois to provide PPO and HMO programs. In addition the City provides employees with term life insurance, dental benefits, an employee assistance program, flexible spending benefits, vision benefits and a wellness program.

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Employee Benefits Fund - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 4,720,560	\$ 4,061,045	\$ 3,873,212	\$ 3,889,182	\$ 4,246,201
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 4,720,560	\$ 4,061,045	\$ 3,873,212	\$ 3,889,182	\$ 4,246,201
Less Contributions & Transfers	\$ 4,720,560	\$ 4,061,045	\$ 3,873,212	\$ 3,889,182	\$ 4,246,201

Employee Benefits Fund - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ 4,735,800	\$ 3,257,809	\$ 3,873,211	\$ 4,088,493	\$ 4,246,200
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 4,735,800	\$ 3,257,809	\$ 3,873,211	\$ 4,088,493	\$ 4,246,200
Total Less Transfers	\$ 4,735,800	\$ 3,257,809	\$ 3,873,211	\$ 4,088,493	\$ 4,246,200
Surplus (Deficit)	\$ (15,240)	\$ 803,236	\$ 1	\$ (199,311)	\$ 1
Fund Balance	\$ (15,239)	\$ 787,997	\$ 787,998	\$ 588,686	\$ 588,687

Employee Benefits Fund

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
554		<u>Employee Benefit Revenues</u>						
554	876000	EMPLOYEE CONTRIBUTIONS	\$ 462,595	\$ 442,087	\$ 470,899	\$ 467,431	\$ 561,790	13% contribution for health and dental. 100% contribution for voluntary life and vision insurance
554	876001	EMPLOYER CONTRIBUTIONS	\$ 3,778,846	\$ 3,256,877	\$ 3,037,590	\$ 3,074,154	\$ 3,246,706	87% contribution for health and dental. 100% contribution for 1x of salary for life insurance, flexible spending, and wellness program
554	876002	RETIREE CONTRIBUTIONS	\$ 477,346	\$ 354,208	\$ 364,723	\$ 347,269	\$ 437,705	100% of premium is paid by retirees
554	876003	COBRA	\$ 1,773	\$ 7,873	\$ -	\$ 328	\$ -	100% of premium is paid by COBRA participants
		Total Employee Benefits Revenues	\$ 4,720,560	\$ 4,061,045	\$ 3,873,212	\$ 3,889,182	\$ 4,246,201	
5541024		<u>Employee Benefit Expenditures</u>						
5541024	921000	EMP BNFTS-PPO	\$ 3,274,490	\$ 2,476,804	\$ 2,519,119	\$ 2,645,154	\$ 2,800,000	Per insurance consultant, marginal premium increase FY19 census estimates all current vacancies to be filled by candidates using most expensive insurance plan (PPOI Family)
5541024	921001	EMP BNFTS-HMO	\$ 1,065,049	\$ 1,033,006	\$ 1,096,709	\$ 1,184,855	\$ 1,170,000	Per insurance consultant, minimal premium increase; FY19 census estimates lower than FY18
5541024	921002	EMP BNFTS-LIFE	\$ 18,791	\$ 19,386	\$ 20,038	\$ 21,139	\$ 21,500	Per insurance consultant, assumes no premium increase; FY19 census includes estimates for vacancies
5541024	921005	EMP BNFTS-DENTAL	\$ 214,935	\$ 220,709	\$ 217,494	\$ 217,494	\$ 223,000	Per insurance consultant, assumes no premium increase; FY19 census includes estimates for vacancies
5541024	921006	EMP BNFTS-FLEX	\$ 4,500	\$ 4,595	\$ 4,680	\$ 4,680	\$ 5,000	Fee is per participant; FY19 census includes estimates for vacancies;
5541024	921007	EMP BNFTS-VISION	\$ 12,817	\$ 13,550	\$ 15,171	\$ 15,171	\$ 16,700	Per insurance consultant, assumes no premium increase; FY19 census includes estimates for vacancies
5541024	921008	IPBC RESERVE	\$ 145,218	\$ (510,241)	\$ -	\$ -	\$ -	
5541024	921009	EMP BNFTS-PROGRAMMING	\$ -	\$ -	\$ -	\$ -	\$ 10,000	Wellness Program initiatives
		Total Employee Benefits Expenses	\$ 4,735,800	\$ 3,257,809	\$ 3,873,211	\$ 4,088,493	\$ 4,246,200	
		Employee Benefits Surplus (Deficit)	\$ (15,240)	\$ 803,236	\$ 1	\$ (199,311)	\$ 1	

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Debt Service Funds

Description

The Debt Service Funds account for the accumulation of resources, and the payment of, general long-term debt principal, interest and related costs. The City currently has six Debt Service Funds.

- | | |
|-------|--|
| 2012A | Issued for Sewer Improvements. The Sewer Fund transfers funds from sewer user fees to cover debt payments. |
| 2014A | Issued for the construction of a water reservoir and pump station. The Water Fund transfers funds from water user fees to cover debt payments. |
| 2015A | Issued for refunding of 2005A for Uptown TIF projects. Incremental tax revenue and property tax revenue covers debt payments. |
| 2015B | Issued for refunding of 2005B for Uptown TIF projects. Incremental tax revenue and property tax revenue covers debt payments. |
| 2016 | Issued for refunding of 2006 for Uptown TIF projects. Incremental tax revenue and property tax revenue covers debt payments. |

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Debt Service Funds - Revenues

Revenues and Other Sources	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Property Taxes	\$ 3,471,644	\$ 2,877,983	\$ 2,368,387	\$ 1,902,972	\$ 255,974
Intergovernmental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution from Other Funds	\$ 1,282,625	\$ 1,263,675	\$ 1,256,176	\$ 1,256,176	\$ 1,263,625
Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ 200,000	\$ -	\$ 728,081	\$ 957,501	\$ 2,348,049
Total Revenues	\$ 4,954,269	\$ 4,141,658	\$ 4,352,644	\$ 4,116,649	\$ 3,867,648
Less Contributions & Transfers	\$ 3,471,644	\$ 2,877,983	\$ 2,368,387	\$ 1,902,972	\$ 255,974

Debt Service Funds - Expenditures

Expenditures and Other Uses	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget
Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
All Other Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Items	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 4,575,166	\$ 4,571,662	\$ 4,347,076	\$ 4,347,076	\$ 4,183,046
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 4,575,166	\$ 4,571,662	\$ 4,347,076	\$ 4,347,076	\$ 4,183,046
Total Less Transfers	\$ 4,575,166	\$ 4,571,662	\$ 4,347,076	\$ 4,347,076	\$ 4,183,046
Surplus (Deficit)	\$ 379,103	\$ (430,004)	\$ 5,568	\$ (230,427)	\$ (315,398)
Fund Balance	\$ 1,994,291	\$ 1,564,287	\$ 1,569,855	\$ 1,333,860	\$ 1,018,462

Debt Service Funds

Fund	Object	Description	FY16 Actual	FY17 Actual	FY18 Revised Budget	FY18 Forecast	FY19 Adopted Budget	FY19 Notes
305-315		<u>Debt Service Funds Revenues</u>						
308	811000	PROPERTY TAX CURRENT	\$ 668,839	\$ 282,683	\$ -	\$ -	\$ -	
308	881100	TRANSFER IN FROM UPTOWN TIF	\$ -	\$ -	\$ 32,012	\$ 261,432	\$ -	\$229K to Close out 2006A
310	880600	CONTRIBUTION FRM ENTPRSE	\$ 455,550	\$ 454,450	\$ 455,150	\$ 455,150	\$ 450,550	2012A SEWER - Transfer from Sewer Fund
311	811000	PROPERTY TAX CURRENT	\$ 315,918	\$ 320,076	\$ 276,713	\$ 296,156	\$ -	2012B IMRF ERI - Abated property tax due to available fund balance
312	880600	CONTRIBUTION FRM ENTPRSE	\$ 827,075	\$ 809,225	\$ 801,026	\$ 801,026	\$ 813,075	2014A WATER - Transfer from Water Fund
313	811000	PROPERTY TAX CURRENT	\$ 331,843	\$ 173,012	\$ 233,772	\$ 138,787	\$ 44,554	2015A TIF - December 17 levy 90% abated
313	881100	TRANSFERS IN	\$ -	\$ -	\$ 47,063	\$ 47,063	\$ 408,696	2015A TIF - Transfer from Uptown TIF.
314	811000	PROPERTY TAX CURRENT	\$ 2,155,044	\$ 2,021,545	\$ 1,739,465	\$ 1,337,666	\$ 194,039	2015B TIF - December 17 levy 90% abated
314	881100	TRANSFERS IN	\$ 200,000	\$ -	\$ 604,800	\$ 604,800	\$ 1,779,911	2015B TIF - Transfer from Uptown TIF.
315	811000	PROPERTY TAX CURRENT	\$ -	\$ 80,667	\$ 118,437	\$ 130,363	\$ 17,381	2016 TIF - December 17 levy 90% abated
315	880808	TRANSFER FROM UPTOWN TIF	\$ -	\$ -	\$ 44,206	\$ 44,206	\$ 159,442	2016 TIF - Transfer from Uptown TIF
Total Debt Service Funds Revenues			\$ 4,954,269	\$ 4,141,658	\$ 4,352,644	\$ 4,116,649	\$ 3,867,648	
3056110-3156110		<u>Debt Service Funds Expenditures</u>						
3086110	981000	BOND INTEREST	\$ 515,000	\$ 510,750	\$ -	\$ -	\$ -	2006A TIF, Refunded with 2016.
3086110	999200	BOND PRINCIPAL	\$ 100,000	\$ 330,239	\$ -	\$ -	\$ -	2006A TIF, Refunded with 2016.
3106110	981000	BOND INTEREST	\$ 150,550	\$ 144,450	\$ 135,150	\$ 135,150	\$ 125,550	2012A SEWER.
3106110	999200	BOND PRINCIPAL	\$ 305,000	\$ 310,000	\$ 320,000	\$ 320,000	\$ 325,000	2012A SEWER.
3116110	981000	BOND INTEREST	\$ 29,040	\$ 25,598	\$ 21,278	\$ 21,278	\$ 15,398	2012B IMRF ERI.
3116110	999200	BOND PRINCIPAL	\$ 255,000	\$ 270,000	\$ 280,000	\$ 280,000	\$ 300,000	2012B IMRF ERI.
3126110	981000	BOND INTEREST	\$ 232,075	\$ 214,225	\$ 196,375	\$ 196,375	\$ 178,075	2014A WATER, Refunding of 2004B.
3126110	999200	BOND PRINCIPAL	\$ 595,000	\$ 595,000	\$ 610,000	\$ 610,000	\$ 635,000	2014A WATER, Refunding of 2004B.
3136110	981000	BOND INTEREST	\$ 137,478	\$ 188,250	\$ 188,250	\$ 188,250	\$ 188,250	2015A TIF, Refunding of 2005A.
3136110	999200	BOND PRINCIPAL	\$ 220,000	\$ -	\$ -	\$ -	\$ 265,000	2015A TIF, Refunding of 2005A.
3146110	981000	BOND INTEREST	\$ 76,024	\$ 88,150	\$ 69,200	\$ 69,200	\$ 33,950	2015B TIF, Refunding of 2006B.
3146110	999200	BOND PRINCIPAL	\$ 1,960,000	\$ 1,895,000	\$ 2,350,000	\$ 2,350,000	\$ 1,940,000	2015B TIF, Refunding of 2006B.
3156110	981000	BOND INTEREST	\$ -	\$ -	\$ 176,823	\$ 176,823	\$ 176,823	
Total Debt Service Funds Expenditures			\$ 4,575,166	\$ 4,571,662	\$ 4,347,076	\$ 4,347,076	\$ 4,183,046	
Debt Service Surplus (Deficit)			\$ 379,103	\$ (430,004)	\$ 5,568	\$ (230,427)	\$ (315,398)	

City of Park Ridge Debt Schedule

	Series 2016 Debt Schedule			Series 2015B Debt Schedule		
Dated	December 1, 2016			March 17, 2015		
Issue	General Obligation Refunding Bonds			General Obligation Refunding Bonds		
Series	Series 2016			Series 2015B		
Original Par	\$	9,990,000		\$	8,145,000	
Earliest Call	Not subject to redemption prior to maturity			Not subject to redemption prior to maturity		
Maturity	December 1, 2024			December 1, 2018		
Ratings	Private placement, Not Rated			Aaa (Aa2)		
Credit Enhancement	None			None		
Payment Methods	General Obligation			General Obligation		
Financial Advisor	William Blair & Company			William Blair & Company		
Bond Counsel	Katten Muchin Rosenman LLP, Chicago, IL			Katten Muchin Rosenman LLP, Chicago, IL		
Purpose	Refunding of 2006A to finance portions of City's redevelopment plan Phase III.			Refunding of 2006B to finance portions of City's redevelopment plan Phase III.		
	<u>Principal</u>		<u>Interest</u>	<u>Principal</u>		<u>Interest</u>
Total Due	\$	9,990,000	\$ 747,560	\$	1,940,000	\$ 33,950
			\$ 10,737,560			\$ 1,973,950
06/01/2018			\$ 88,412			\$ 16,975
12/01/2018			\$ 88,412	\$ 1,940,000	1.75%	\$ 16,975
06/01/2019			\$ 88,412			\$ 16,975
12/01/2019	\$	1,990,000	1.77%	\$	88,412	\$ 2,078,412
06/01/2020			\$ 70,800			\$ 70,800
12/01/2020	\$	1,895,000	1.77%	\$	70,800	\$ 1,965,800
06/01/2021			\$ 54,029			\$ 54,029
12/01/2021	\$	1,730,000	1.77%	\$	54,029	\$ 1,784,029
06/01/2022			\$ 38,719			\$ 38,719
12/01/2022	\$	1,765,000	1.77%	\$	38,719	\$ 1,803,719
06/01/2023			\$ 23,099			\$ 23,099
12/01/2023	\$	1,445,000	1.77%	\$	23,099	\$ 1,468,099
06/01/2024			\$ 10,310			\$ 10,310
12/01/2024	\$	1,165,000	1.77%	\$	10,310	\$ 1,175,310

City of Park Ridge Debt Schedule

	Series 2015A Debt Schedule			Series 2014A Debt Schedule		
Dated	March 17, 2015			August 19, 2014		
Issue	General Obligation Refunding Bonds			General Obligation Bonds		
Series	Series 2015A			Series 2014A		
Original Par	\$	6,495,000		\$	7,590,000	
Earliest Call	Not subject to redemption prior to maturity			12/1/2025 @ 100		
Maturity	December 1, 2024			December 1, 2025		
Ratings	Aaa (Aa2)			Aaa (Aa2)		
Credit Enhancement	None					
Payment Methods	General Obligation			General Obligation		
Financial Advisor	William Blair & Company			William Blair & Company		
Bond Counsel	Katten Muchin Rosenman LLP, Chicago, IL			Katten Muchin Rosenman LLP, Chicago, IL		
Purpose	Refunding of 2005A Bonds to finance portions of City's redevelopment plan Phase I and II.			Refunding of 2004B to finance portion of City's water capital improvements.		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Total Due	\$ 6,275,000	\$ 955,050	\$ 7,230,050	\$ 5,790,000	\$ 854,000	\$ 6,644,000
06/01/2018		\$ 94,125	\$ 94,125		\$ 89,038	\$ 89,038
12/01/2018	\$ 265,000 3.00%	\$ 94,125	\$ 359,125	\$ 635,000 3.00%	\$ 89,038	\$ 724,038
06/01/2019		\$ 90,150	\$ 90,150		\$ 79,513	\$ 79,513
12/01/2019	\$ 275,000 3.00%	\$ 90,150	\$ 365,150	\$ 655,000 3.00%	\$ 79,513	\$ 734,513
06/01/2020		\$ 86,025	\$ 86,025		\$ 69,688	\$ 69,688
12/01/2020	\$ 735,000 3.00%	\$ 86,025	\$ 821,025	\$ 680,000 3.00%	\$ 69,688	\$ 749,688
06/01/2021		\$ 75,000	\$ 75,000		\$ 59,488	\$ 59,488
12/01/2021	\$ 955,000 3.00%	\$ 75,000	\$ 1,030,000	\$ 700,000 3.00%	\$ 59,488	\$ 759,488
06/01/2022		\$ 60,675	\$ 60,675		\$ 48,988	\$ 48,988
12/01/2022	\$ 980,000 3.00%	\$ 60,675	\$ 1,040,675	\$ 725,000 3.00%	\$ 48,988	\$ 773,988
06/01/2023		\$ 45,975	\$ 45,975		\$ 38,113	\$ 38,113
12/01/2023	\$ 1,360,000 3.00%	\$ 45,975	\$ 1,405,975	\$ 750,000 3.00%	\$ 38,113	\$ 788,113
06/01/2024		\$ 25,575	\$ 25,575		\$ 26,863	\$ 26,863
12/01/2024	\$ 1,705,000 3.00%	\$ 25,575	\$ 1,730,575	\$ 770,000 3.00%	\$ 26,863	\$ 796,863
06/01/2025					\$ 15,313	\$ 15,313
12/01/2025				\$ 875,000 3.00%	\$ 15,313	\$ 890,313

City of Park Ridge Debt Schedule

	Series 2012A Debt Schedule			Series 2012B Debt Schedule		
Dated	February 1, 2012			February 1, 2012		
Issue	General Obligation Bonds			Taxable General Obligation Bonds		
Series	Series 2012A			Series 2012B		
Original Par	\$	5,415,000		\$	2,130,000	
Earliest Call	12/1/2021 @ 100					
Maturity	December 1, 2028			December 1, 2019		
Ratings	Aaa (Aa2)			Aaa (Aa2)		
Credit Enhancement						
Payment Methods	General Obligation			General Obligation		
Financial Advisor	William Blair & Company			William Blair & Company		
Bond Counsel	Katten Muchin Rosenman			Katten Muchin Rosenman		
Purpose	Finance portion of City's sewer capital improvements.			Finance outstanding liability of City's ERI and IMRF payments.		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Total Due	\$ 4,185,000	\$ 790,200	\$ 4,975,200	\$ 615,000	\$ 23,745	\$ 638,745
06/01/2018		\$ 62,775	\$ 62,775		\$ 7,699	\$ 7,699
12/01/2018	\$ 325,000 3.00%	\$ 62,775	\$ 387,775	\$ 300,000 2.35%	\$ 7,699	\$ 307,699
06/01/2019		\$ 57,900	\$ 57,900		\$ 4,174	\$ 4,174
12/01/2019	\$ 335,000 3.00%	\$ 57,900	\$ 392,900	\$ 315,000 2.65%	\$ 4,174	\$ 319,174
06/01/2020		\$ 52,875	\$ 52,875			
12/01/2020	\$ 345,000 3.00%	\$ 52,875	\$ 397,875			
06/01/2021		\$ 47,700	\$ 47,700			
12/01/2021	\$ 360,000 3.00%	\$ 47,700	\$ 407,700			
06/01/2022		\$ 42,300	\$ 42,300			
12/01/2022	\$ 370,000 3.00%	\$ 42,300	\$ 412,300			
06/01/2023		\$ 36,750	\$ 36,750			
12/01/2023	\$ 380,000 3.00%	\$ 36,750	\$ 416,750			
06/01/2024		\$ 31,050	\$ 31,050			
12/01/2024	\$ 390,000 3.00%	\$ 31,050	\$ 421,050			
06/01/2025		\$ 25,200	\$ 25,200			
12/01/2025	\$ 405,000 3.00%	\$ 25,200	\$ 430,200			
06/01/2026		\$ 19,125	\$ 19,125			
12/01/2026	\$ 415,000 3.00%	\$ 19,125	\$ 434,125			
06/01/2027		\$ 12,900	\$ 12,900			
12/01/2027	\$ 425,000 3.00%	\$ 12,900	\$ 437,900			
06/01/2028		\$ 6,525	\$ 6,525			
12/01/2028	\$ 435,000 3.00%	\$ 6,525	\$ 441,525			



Capital Improvement Plan

Description

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

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

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

Our 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.

City of Park Ridge, Illinois
Capital Improvement Plan

100 - General Fund	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
Body Worn Cameras		\$ 58,701	\$ 58,701	\$ 58,701	\$ 58,701	Police
City Generator	\$ 23,749					Police
Security Locks		\$ 30,000				Fire
Hydraulic Rescue Tools			\$ 60,000			Fire
SCBA (Self Contained Breathing Apparatus) Air packs				\$ 225,000		Fire
Defibrillator for Emergency Response Vehicle	\$ 31,853					Fire
Roof Repairs at Fire Stations	\$ -					Fire
Sidewalk Replacement	\$ 152,000	\$ 160,000	\$ 165,000	\$ 165,000	\$ 165,000	Fire
Service Center - Parking Deck Structural Repair		\$ 250,000	\$ 400,000			Public Works
Service Center - Fuel System Upgrades		\$ 120,000				Public Works
Alley Restoration		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	Public Works
Life Safety Study/Police Space	\$ 50,000	\$ 1,093,000	\$ 1,276,000	\$ 638,000	\$ 1,550,000	Admin./P.W./P.D.
Resurface City Hall Parking Lot	\$ 133,478					Public Works
City Hall Heating Ventilation & Air Conditioning (HVAC)	\$ 200,000					Public Works
Replace Roof at Salt Dome	\$ 25,000					Public Works
Storage Solution		\$ 50,000				C.P.&D.
FY17 Carry-Over	\$ 113,262					
100 - General Fund Total	\$ 729,342	\$ 1,811,701	\$ 2,009,701	\$ 1,136,701	\$ 1,823,701	

201 - Library Fund	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
Life safety improvements (e.g. sprinklers)	\$ 37,779	\$ 2,050,000		\$ 650,000		Library
Upgrade electrical switch gear		\$ 120,000				Library
Sanitary drain and Water Distribution		\$ 110,000				Library
Replacement of Columns		\$ 55,000				Library
Replace two Return Air Fans			\$ 50,000			Library
Replace 6 - reheat coils			\$ 25,000	\$ 25,000		Library
Replace Condensing Units 2 & 3			\$ 100,000			Library
Studio GC Designed - Library Improvement Plan						Library
Replace Two Return Air Fans						Library
201 - Library Fund Total	\$ 37,779	\$ 2,335,000	\$ 175,000	\$ 675,000	\$ -	

203 - Motor Fuel Tax Fund	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
Street Resurfacing	\$ 961,265	\$ 1,400,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	Public Works
203 - Motor Fuel Tax Fund Total	\$ 961,265	\$ 1,400,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	

204 - Uptown TIF Fund	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
Northwest Highway (ITEP) Streetscape	\$ 65,000	\$ 1,146,088				Public Works
204 - Uptown TIF Fund Total	\$ 65,000	\$ 1,146,088	\$ -	\$ -	\$ -	

502 - Water Fund	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
South Station Water Supply Driveway		\$ 40,000				Public Works
Water main Infrastructure	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	Public Works
Advanced Metering Infrastructure (AMI)		\$ 1,000,000	\$ 1,500,000	\$ 1,500,000		Finance
FY17 Carry-Over	\$ 295,000					
502 - Water Fund Total	\$ 295,000	\$ 2,500,000	\$ 3,000,000	\$ 3,000,000	\$ 1,500,000	

City of Park Ridge, Illinois
Capital Improvement Plan

503 - Sewer Fund	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
Sewer Lining	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	Public Works
Dempster Storm Sewer Construction	\$ -	\$ 500,000				Public Works
503 - Sewer Fund Total	\$ 600,000	\$ 1,100,000	\$ 600,000	\$ 600,000	\$ 600,000	

551 - Motor Equipment Vehicle Replacement Fund	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
Police Administration Vehicles	\$ 64,000	\$ 34,000				Police
Police Patrol Vehicles	\$ 36,545	\$ 40,000		\$ 126,000	\$ 168,000	Police
Police Investigation Vehicles		\$ 36,000	\$ 67,000			Police
Community Service Vehicles			\$ 38,000			Police
Parking Enforcement Vehicles				\$ 36,000		Police
Fire Prevention Vehicles		\$ 38,000			\$ 25,000	Fire
Emergency Response Vehicles	\$ 592,057			\$ 1,400,000		Fire
Snow and Ice Control Vehicles	\$ 315,748	\$ 380,000				Public Works
Water Supply and Treatment Vehicles		\$ 40,000			\$ 24,000	Public Works
Grounds Maintenance Vehicles	\$ 80,302	\$ 85,000	\$ 85,000	\$ 90,000		Public Works
Street Maintenance Vehicles		\$ 250,000	\$ 230,000		\$ 280,000	Public Works
Water Main Maintenance Vehicles	\$ 45,000			\$ 220,000		Public Works
Public Works Administration Vehicles					\$ 26,000	Public Works
Building Inspector Vehicles	\$ 20,000		\$ 24,000			C. P. & D.
Zoning Inspector Vehicles			\$ 24,000			C. P. & D.
Health Inspector Vehicles					\$ 48,000	Administration
Pool Car Vehicles	\$ 24,000			\$ 25,000		Administration
FY17 Carry-Over	\$ 591,225					
551 - Motor Equip. Vehicle Replacement Fund Total	\$ 1,768,877	\$ 903,000	\$ 468,000	\$ 1,897,000	\$ 571,000	

552 - Technology Replacement Fund	Forecast FY18	Budget FY19	Budget FY20	Budget FY21	Budget FY22	Department
Audio Visual	\$ 16,000	\$ 110,000	\$ 30,000	\$ 30,000	\$ 30,000	Info. Tech
Desktop Infrastructure	\$ 36,000	\$ 44,625	\$ 39,000	\$ 39,000	\$ 39,000	Info. Tech
Servers	\$ 4,538	\$ 30,000	\$ 30,000	\$ 60,000	\$ 40,000	Info. Tech
Emergency Operations Center		\$ 30,000				Info. Tech
IT Public Safety Vehicles	\$ 26,000	\$ 26,000	\$ 26,000	\$ 28,000	\$ 28,000	Info. Tech
City Website Upgrade		\$ 25,000				Info. Tech
Public Works Surveillance System		\$ 45,000				Info. Tech
Switches	\$ 8,000	\$ 22,000		\$ 8,000	\$ 12,000	Info. Tech
Network Software and Licensing	\$ 62,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	Info. Tech
Routers	\$ 12,000		\$ 17,000		\$ 17,000	Info. Tech
Power Supply System		\$ 9,000				Info. Tech
EnerGov	\$ 142,678					Info. Tech
Printers (Managed Print Service)	\$ 10,000					Info. Tech
Firewall	\$ 40,200					Info. Tech
City Hall Wiring	\$ -					Info. Tech
NeoGov Insight Enterprise Software	\$ -					Info. Tech
City Hall Surveillance System	\$ -					Info. Tech
WI-FI and Core Switch	\$ -					Info. Tech
FY17 Carry-Over	\$ 108,173					Info. Tech
552 - Technology Replacement Fund Total	\$ 465,589	\$ 356,625	\$ 157,000	\$ 180,000	\$ 181,000	

Totals	\$ 4,922,852	\$ 11,552,414	\$ 7,509,701	\$ 8,588,701	\$ 5,775,701	
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**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Police

Project Name/Location: Body Worn Cameras

Strategic Goal Classification: STC-2, LTC-3, LTC-4, LTC-8, LTC-13

Description of Project: Research, plan, and implement the infrastructure to initiate a pilot program for body cameras

Project Benefits: Provides the department the opportunity to execute a body camera pilot program

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 58,701	\$ 58,701	\$ 58,701	\$ 58,701
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 58,701	\$ 58,701	\$ 58,701	\$ 58,701
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 58,701	\$ 58,701	\$ 58,701	\$ 58,701
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 58,701	\$ 58,701	\$ 58,701	\$ 58,701

Detail on Funding Method(s): General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor

Other Basis (please

Estimate: X

specify): _____

Project Impact on Operating Cost(s): Five-Year contract expense is approximately \$293,508. After the fifth year additional data storage expenses will be incurred.

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Fire

Project Name/Location: Security locks at Fire Station 35 and 36

Strategic Goal Classification: STC-8, STR-1, LTC-2, LTC-13

Description of Project: The fire station doors are not as secure as they need to be. Currently there are only door locks/keypads on the external doors and we are looking to install security locks on the interior doors.

Project Benefits: Increased security of Fire Department equipment and personnel

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair		\$ 30,000			
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 30,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 30,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: X

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): N/A

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Fire

Project Name/Location: Hydraulic Rescue Tools

Strategic Goal Classification: N/A

Description of Project: Replacement of the Fire Department's hydraulic rescue tools. Tools are used to remove people from severe automobile crashes and can be used other specialized rescue calls.

Project Benefits: New equipment will be lighter, more powerful and more reliable.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment			\$ 60,000		
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ -	\$ 60,000	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue			\$ 60,000		
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ -	\$ 60,000	\$ -	\$ -

Detail on Funding Method(s): General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): New equipment will reduce repair costs that have been spent to fix the old equipment.

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Fire

Project Name/Location: Self-Contained Breathing Air packs

Strategic Goal Classification: N/A

Description of Project: Replacement of aging equipment

Project Benefits: New air packs will increase safety for our firefighters since they have the latest safety upgrades.
Additionally, they will reduce repair expenditures as the old air packs were increasingly unreliable.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment				\$ 225,000	
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ -	\$ -	\$ 225,000	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue				\$ 225,000	
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ -	\$ -	\$ 225,000	\$ -

Detail on Funding Method(s): General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: X

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): No repair costs to be incurred the first two years

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Public Works

Project Name/Location: Service Center Parking Deck

Strategic Goal Classification: STR-1, STC-8, STR-6, LTC-2, LTC-13

Description of Project: Parking deck repair based on structural engineering appraisal

Project Benefits: Reduces leaks, cracking, and structural damage

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design		\$ 25,000			
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair		\$ 225,000	\$ 400,000		
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 250,000	\$ 400,000	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 250,000	\$ 400,000		
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 250,000	\$ 400,000	\$ -	\$ -

Detail on Funding Method(s): General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): Engineering Firm

Project Impact on Operating Cost(s): Less in-house repair

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 11/02/2017

Department: Public Works

Project Name/Location: Service Center - Fuel System Upgrades

Strategic Goal Classification: STR-1, STC-8, STR-6, LTC-2, LTC-13

Description of Project: Replace multiple components of service center fuel system (fuel pump dispensers, manholes, overflow buckets, risers, conduit and electrical lines)

Project Benefits: Reduction in maintenance and down time attributed to aging fuel system. Upgrades necessary to continue to meet State Fire Marshall Requirements

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair		\$ 120,000			
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 120,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 120,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 120,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: X

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Reduction in operating costs

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Public Works

Project Name/Location: Alley Restoration

Strategic Goal Classification: STR-1, STC-8, STR-6, LTC-2, LTC-6, LTR-5

Description of Project: Concrete repair of paved alleys

Project Benefits: Reduces repairs and liability

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

Detail on Funding Method(s): General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Less in-house repairs

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 02/02/2018

Department: Admin./P.W./Police

Project Name/Location: City Hall Life Safety/Police Space implementation

Strategic Goal Classification: STC4, STR1, STR3, LTC2, LTR1

Description of Project: City hired FGM to do a space needs study in FY18. Life Safety compliance plan and Police Station master plan were presented to Council on 11/13/2017. Staff plans to implement many of these recommendations over the next 3-5 years. In FY19 these include: 1) Relo investigation dept (\$100k), 2) Police area reconfiguration (\$398k), 3) New women's locker room (\$445k), 4) Upgrade fire alarm system (\$105k), 5) Enhanced exit guard rails and signage (\$45k)

Project Benefits: Improve building safety for employees and residents. Increase efficiency and functionality by reconfiguring a seventy year old building to current uses. Improve employee morale and retention by providing proper working environment. Address aging infrastructure.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair	\$ 50,000	\$ 1,093,000	\$ 1,276,000	\$ 638,000	\$ 1,550,000
	Consulting					
	Other					
	Total Project Cost(s)	\$ 50,000	\$ 1,093,000	\$ 1,276,000	\$ 638,000	\$ 1,550,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue					
	Grant/Donation					
	Other (Fund Balance)	\$ 50,000	\$ 1,093,000	\$ 1,276,000	\$ 638,000	\$ 1,550,000
	Total Funding	\$ 50,000	\$ 1,093,000	\$ 1,276,000	\$ 638,000	\$ 1,550,000

Detail on Funding Method(s): Utilize existing General Fund surplus and future operating revenues

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: X

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Potential cost savings include efficiency gains (lower turnover, reduced training and onboarding expense, improved employee motivation), reduce liability exposure, curtail repair/maintenance due to aging infrastructure.

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 02/15/2018

Department: C.P.&D.

Project Name/Location: Storage Solution

Strategic Goal Classification: _____

Description of Project: Install open filing system and mechanical storage units; revise filing and labeling system.

Project Benefits: Improve office efficiency and customer service; increase on-site filing/storage capacity;
improve employee safety and morale

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 50,000			
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 50,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 50,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 50,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: X

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): N/A

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Public Works

Project Name/Location: Street Resurfacing

Strategic Goal Classification: STR-1, STC-8, STR-6, LTC-2, LTC-6

Description of Project: Public streets are evaluated, those with worst condition ratings are milled and/or resurfaced

Project Benefits: Improves public travel, reduces accidents and damage from poor street condition; reduces liability

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair	\$ 961,265	\$ 1,400,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
	Consulting					
	Other					
	Total Project Cost(s)	\$ 961,265	\$ 1,400,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 961,265	\$ 1,400,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
	Grant/Donation					
	Other					
	Total Funding	\$ 961,265	\$ 1,400,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000

Detail on Funding Method(s): Motor Fuel Tax Fund

Basis of Project Cost(s):

Bid: X

Comparable Costs: _____

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Reduces City's operating costs for potholes and patch repair

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Public Works

Project Name/Location: Northwest Highway (ITEP) Streetscape

Strategic Goal Classification: STR-1, STC-8, STR-6, LTC-2, LTC-6

Description of Project: Install streetscape elements (sidewalk, lighting, planters, trees, decorative features, etc.) on
Northwest highway between Six-Corners and Washington

Project Benefits: Reduces trip hazards, makes area uniform with other areas of Uptown, makes vehicle and
pedestrian travel safer and more appealing

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design	\$ 65,000				
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair		\$ 1,046,088			
	Consulting		\$ 100,000			
	Other					
	Total Project Cost(s)	\$ 65,000	\$ 1,146,088	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 65,000	\$ 1,146,088			
	Grant/Donation					
	Other					
	Total Funding	\$ 65,000	\$ 1,146,088	\$ -	\$ -	\$ -

Detail on Funding Method(s): Uptown TIF Fund, Illinois Transportation Enhancements Program Grant (ITEP)

Basis of Project Cost(s):

Bid: _____

Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Less in-house repair

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Public Works

Project Name/Location: Water main Infrastructure

Strategic Goal Classification: STC-1, STR-1, STC-8, STR-6, LTC-2, LTC-7

Description of Project: Replacement of public watermains, fire hydrants, valve installations, and other associated work

Project Benefits: Improves water system reliability and performance, reduces watermain breaks, improves fire protection, reduces amount of water loss from breaks and leaks

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair	\$ 295,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
	Consulting					
	Other					
	Total Project Cost(s)	\$ 295,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 295,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
	Grant/Donation					
	Other					
	Total Funding	\$ 295,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000

Detail on Funding Method(s): Water Fund

Basis of Project Cost(s):

Bid: X

Comparable Costs: _____

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Reduces operating costs for watermain repair and overtime; reduces water loss

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 02/19/2018

Department: Finance

Project Name/Location: Advanced Metering Infrastructure (AMI)

Strategic Goal Classification: STC2, STR2, STR3, LTC3, LTR2

Description of Project: Advanced Metering Infrastructure (AMI) is an integrated system of smart meters, communication networks, and data management systems that enables two-way communication between the utility system and the metering endpoints. AMI are the systems beyond simply the meters that allow utility professionals to not only collect and analyze water usage, but also communicate back to metering devices, either on request or on a schedule.

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 1,000,000	\$ 1,500,000	\$ 1,500,000	
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)		\$ -	\$ 1,000,000	\$ 1,500,000	\$ 1,500,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 1,000,000	\$ 1,500,000	\$ 1,500,000	
	Grant/Donation					
	Other					
	Total Funding		\$ -	\$ 1,000,000	\$ 1,500,000	\$ 1,500,000

Detail on Funding Method(s): Water Fund, use of existing fund balance will pay for project.

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor

Other Basis (please

Estimate: X

specify): _____

Project Impact on Operating Cost(s): Ongoing operational cost of the AMI improvements are estimated at \$50,000 per year beginning in FY20

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Public Works

Project Name/Location: South Station Water Supply Driveway

Strategic Goal Classification: STR-1, STC-8, STR-6, LTC-2, LTC-13

Description of Project: Removal and replacement of the driveway at the South Side Water Plant

Project Benefits: Reduces repairs and liability

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair		\$ 40,000			
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 40,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 40,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 40,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): Water Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Less in-house repairs

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Public Works

Project Name/Location: Sewer Lining

Strategic Goal Classification: STC-1, STR-1, STC-8, STR-6, LTC-2, LTC-7

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

Project Benefits: Fixes broken / deteriorated sewers; increases lifespan of sewers; reduces infiltration and root penetration; reduces sewer blockages

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
	Consulting					
	Other					
	Total Project Cost(s)	\$ 600,000				
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
	Grant/Donation					
	Other					
	Total Funding	\$ 600,000				

Detail on Funding Method(s): Sewer Fund

Basis of Project Cost(s):

Bid: X

Comparable Costs: _____

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Reduces operating costs for sewer repairs and flooding issues

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/25/2017

Department: Public Works

Project Name/Location: Dempster Storm Sewer Construction

Strategic Goal Classification: STC-1, STR-1, STC-8, STR-6, LTC-2, LTC-7

Description of Project: Upsize of Metropolitan Water Reclamation District Sewer on Dempster to sustain water capacity capacity from Mayfield Estates

Project Benefits: Allows for Mayfield Estates Flood Control Project to be effective

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					
	Construction/Repair	\$ -	\$ 500,000			
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 500,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ -	\$ 500,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 500,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): Sewer Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): No emergency flood operations for Mayfield Estates

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Police

Project Name/Location: Police Administration Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
A-2	\$ 32,000				
I-2	\$ 32,000				
I-6		\$ 34,000			

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$64,000	\$ 34,000			
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 64,000	\$ 34,000	\$ -	\$ -	\$ -

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$64,000	\$ 34,000			
	Grant/Donation					
	Other					
	Total Funding	\$ 64,000	\$ 34,000	\$ -	\$ -	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Police

Project Name/Location: Patrol Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
<i>FY17 Carry-Over: P-40, P-50</i>	\$ 13,998				
P-49		\$ 40,000			
P-45				\$ 42,000	
P-46				\$ 42,000	
P-48				\$ 42,000	
P-42					\$ 42,000
P-43					\$ 42,000
P-44					\$ 42,000
P-47					\$ 42,000
P-51	\$ 36,545				

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$ 50,543	\$ 40,000		\$ 126,000	\$ 168,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 50,543	\$ 40,000	\$ -	\$ 126,000	\$ 168,000
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 50,543	\$ 40,000		\$ 126,000	\$ 168,000
	Grant/Donation					
	Other					
	Total Funding	\$ 50,543	\$ 40,000	\$ -	\$ 126,000	\$ 168,000

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor

Other Basis (please

Estimate: X

specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Police

Project Name/Location: Investigation Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
I-1		\$ 36,000			
I-4			\$ 35,000		
I-7			\$ 32,000		

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 36,000	\$ 67,000		
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ -	\$ 36,000	\$ 67,000	\$ -	\$ -

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 36,000	\$ 67,000		
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 36,000	\$ 67,000	\$ -	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Police

Project Name/Location: Community Service Vehicle

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
FY17 Carry-Over (C-3)	\$ 3,319				
C-2			\$ 38,000		

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$3,319		\$ 38,000		
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 3,319	\$ -	\$ 38,000	\$ -	\$ -

Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$3,319		\$ 38,000		
	Grant/Donation					
	Other					
	Total Funding	\$ 3,319	\$ -	\$ 38,000	\$ -	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor Estimate: _____

Other Basis (please specify): _____

X

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Police

Project Name/Location: Parking Enforcement Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
C-4				\$ 36,000	

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment				\$ 36,000	
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ -	\$ -	\$ -	\$ 36,000	\$ -

Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue				\$ 36,000	
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ -	\$ -	\$ 36,000	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Fire

Project Name/Location: Fire Prevention Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
F-40		\$ 38,000			
F-28					\$ 25,000

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 38,000			\$ 25,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ -	\$ 38,000	\$ -	\$ -	\$ 25,000

Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 38,000			\$ 25,000
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 38,000	\$ -	\$ -	\$ 25,000

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor

Estimate: X

Other Basis (please

specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Fire

Project Name/Location: Emergency Response Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
F-41	\$ 543,691				
Addition	\$ 48,366				
F-45				\$ 1,400,000	

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$592,057			\$ 1,400,000	
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 592,057	\$ -	\$ -	\$ 1,400,000	\$ -

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$92,057			\$ 1,400,000	
	Grant/Donation	\$500,000				
	Other					
	Total Funding	\$ 592,057	\$ -	\$ -	\$ 1,400,000	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Public Works

Project Name/Location: Snow and Ice Control Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
FY17 Carry-Over (#62)	\$ 157,874				
60	\$ 157,874				
61	\$ 157,874				
63		\$ 190,000			
64		\$ 190,000			

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$473,622	\$ 380,000			
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 473,622	\$ 380,000	\$ -	\$ -	\$ -
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$473,622	\$ 380,000			
	Grant/Donation					
	Other					
	Total Funding	\$ 473,622	\$ 380,000	\$ -	\$ -	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Public Works

Project Name/Location: Water Supply and Treatment Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
<i>FY17 Carry-Over (#37, #40, #49)</i>	\$ 170,389				
4		\$ 40,000			
112					\$ 24,000

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$170,389	\$ 40,000			\$ 24,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 170,389	\$ 40,000	\$ -	\$ -	\$ 24,000
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$170,389	\$ 40,000			\$ 24,000
	Grant/Donation					
	Other					
	Total Funding	\$ 170,389	\$ 40,000	\$ -	\$ -	\$ 24,000

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Public Works

Project Name/Location: Grounds Maintenance Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
7	\$ 64,512				
EX-1 & EX-2	\$ 15,790				
5		\$ 85,000			
58			\$ 85,000		
59				\$ 90,000	

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$80,302	\$ 85,000	\$ 85,000	\$ 90,000	
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 80,302	\$ 85,000	\$ 85,000	\$ 90,000	\$ -
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$80,302	\$ 85,000	\$ 85,000	\$ 90,000	
	Grant/Donation					
	Other					
	Total Funding	\$ 80,302	\$ 85,000	\$ 85,000	\$ 90,000	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Public Works

Project Name/Location: Street Maintenance Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
FY17 Carry-Over (#3, #8, #57, #108)	\$ 245,645				
19		\$ 250,000			
51			\$ 190,000		
55			\$ 40,000		
20					\$ 280,000

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$245,645	\$ 250,000	\$ 230,000		\$ 280,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 245,645	\$ 250,000	\$ 230,000	\$ -	\$ 280,000
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$245,645	\$ 250,000	\$ 230,000		\$ 280,000
	Grant/Donation					
	Other					
	Total Funding	\$ 245,645	\$ 250,000	\$ 230,000	\$ -	\$ 280,000

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Public Works

Project Name/Location: Water Main Maintenance Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
31	\$ 45,000				
52				\$ 220,000	

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$45,000			\$ 220,000	
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 45,000	\$ -	\$ -	\$ 220,000	\$ -

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$45,000			\$ 220,000	
	Grant/Donation					
	Other					
	Total Funding	\$ 45,000	\$ -	\$ -	\$ 220,000	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Public Works

Project Name/Location: Public Works Administration Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
118					\$ 26,000

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					\$ 26,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 26,000

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue					\$ 26,000
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ -	\$ -	\$ -	\$ 26,000

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: C. P. & D.

Project Name/Location: Building Inspector Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
110	\$ 20,000				
115			\$ 24,000		

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$20,000		\$ 24,000		
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 20,000	\$ -	\$ 24,000	\$ -	\$ -

Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$20,000		\$ 24,000		
	Grant/Donation					
	Other					
	Total Funding	\$ 20,000	\$ -	\$ 24,000	\$ -	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: C. P. & D.

Project Name/Location: Zoning Inspector Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
111			\$ 24,000		

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment			\$ 24,000		
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ -	\$ -	\$ 24,000	\$ -	\$ -

Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue			\$ 24,000		
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ -	\$ 24,000	\$ -	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: C.P.&D.

Project Name/Location: Health Inspector Vehicles

Strategic Goal Classification: STC-8, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
101					\$ 24,000
109					\$ 24,000

Project Benefits: _____

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment					\$ 48,000
	Construction/Repair					
	Consulting					
	Other					
Total Project Costs		\$ -	\$ -	\$ -	\$ -	\$ 48,000

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue					\$ 48,000
	Grant/Donation					
	Other					
	Total Funding		\$ -	\$ -	\$ -	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor

Estimate: _____ X _____

Other Basis (please

specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/06/2017

Department: Administration

Project Name/Location: Pool Cars

Strategic Goal Classification: STC-8, STC-9, STR-2

Description of Project: Purchase the following vehicles (cost includes equipment installation)

Vehicle Number	FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
100				\$ 25,000	
102	\$ 24,000				

Project Benefits: _____

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Elements	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$24,000			\$ 25,000	
	Construction/Repair					
	Consulting					
	Other					
	Total Project Costs	\$ 24,000	\$ -	\$ -	\$ 25,000	\$ -

Funding	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$24,000			\$ 25,000	
	Grant/Donation					
	Other					
	Total Funding	\$ 24,000	\$ -	\$ -	\$ 25,000	\$ -

Detail on Funding Method: Motor Equipment Replacement Fund

Basis of Project Costs:

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Costs: Reduces repair expenses for aging vehicles

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/29/2017

Department: Information Tech.

Project Name/Location: Audio Visual

Strategic Goal Classification: STC-2, STC-8, STC-11, STR-1, STR-2, STR-3, LTC-3, LTC-4, LTC-13

Description of Project: Upgrade the audio visual capabilities of the City Council Chambers to meet current/future demands.

Project Benefits: Reduce complexity of broadcasting meetings. Projector system that integrates with newer laptops and tablets. Automate streaming of meetings.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$ 16,000	\$ 110,000	\$ 30,000	\$ 30,000	\$ 30,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ 16,000	\$ 110,000	\$ 30,000	\$ 30,000	\$ 30,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 16,000	\$ 110,000	\$ 30,000	\$ 30,000	\$ 30,000
	Grant/Donation					
	Other					
	Total Funding	\$ 16,000	\$ 110,000	\$ 30,000	\$ 30,000	\$ 30,000

Detail on Funding Method(s): Public, Educational, and Governmental Fee Revenue and General Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Reduces time spent by staff on technical requirements of council meetings/presentations.

Reduces paperwork.

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/29/2017

Department: Information Tech.

Project Name/Location: Desktop Infrastructure

Strategic Goal Classification: STC-2, STC-8, STC-11, STR-1, STR-2, STR-3, LTC-3, LTC-4, LTC-13

Description of Project: Upgrade aging desktops and related components every four years.

Project Benefits: Improved security and performance.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$ 46,315	\$ 44,625	\$ 39,000	\$ 39,000	\$ 39,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ 46,315	\$ 44,625	\$ 39,000	\$ 39,000	\$ 39,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 46,315	\$ 44,625	\$ 39,000	\$ 39,000	\$ 39,000
	Grant/Donation					
	Other					
	Total Funding	\$ 46,315	\$ 44,625	\$ 39,000	\$ 39,000	\$ 39,000

Detail on Funding Method(s): Information Technology Replacement Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Increase productivity by upgrading to higher performance desktops.

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/13/2017

Department: Information Tech.

Project Name/Location: Emergency Operations Center (E.O.C.)

Strategic Goal Classification: STC-2, STC-8, STC-11, STR-1, STR-2, STR-3, LTC-3, LTC-4, LTC-13

Description of Project: Design and install upgraded equipment for the E.O.C.

Project Benefits: Provide resources to operate during emergency situations

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 30,000			
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 30,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 30,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): Information Technology Replacement Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): N/A

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/13/2017

Department: Information Tech.

Project Name/Location: City Website Upgrade

Strategic Goal Classification: STC-2, STC-8, STC-11, STR-1, STR-2, STR-3, LTC-3, LTC-4, LTC-13

Description of Project: Full web redesign and upgrade of the City Website

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

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 25,000			
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 25,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 25,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 25,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): Information Technology Replacement Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: _____ X _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): N/A

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 09/13/2017

Department: Information Tech.

Project Name/Location: Public Works Surveillance System

Strategic Goal Classification: STC-2, STC-8, STC-11, STR-1, STR-2, STR-3, LTC-3, LTC-4, LTC-13

Description of Project: Install and upgrade cameras at the Public Works Service Center with Network Video Recording (NVR) capabilities.

Project Benefits: Provide more reliable video footage and ability to export footage to modern video formats.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 45,000			
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 45,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 45,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 45,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): Information Technology Replacement Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): N/A

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/29/2017

Department: Information Tech.

Project Name/Location: Switches

Strategic Goal Classification: STC-2, STC-8, STC-11, STR-1, STR-2, STR-3, LTC-3, LTC-4, LTC-13

Description of Project: Replace obsolete Ethernet switches

Project Benefits: Increase capacity at location. Reduce outage time and impact in operation at fire stations.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$ 8,000	\$ 22,000	\$ -	\$ 8,000	\$ 12,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ 8,000	\$ 22,000	\$ -	\$ 8,000	\$ 12,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 8,000	\$ 22,000	\$ -	\$ 8,000	\$ 12,000
	Grant/Donation					
	Other					
	Total Funding	\$ 8,000	\$ 22,000	\$ -	\$ 8,000	\$ 12,000

Detail on Funding Method(s): Information Technology Replacement Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): N/A

**City of Park Ridge - Capital Plan 2019-2022
Project Detail**

Date: 08/29/2017

Department: Information Tech.

Project Name/Location: Routers

Strategic Goal Classification: STC-2, STC-8, STC-11, STR-1, STR-2, STR-3, LTC-3, LTC-4, LTC-13

Description of Project: Replace EOL/EOS routers with new routers

Project Benefits: Infrastructure maintenance will lead to the longevity of the City's IT infrastructure.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	FY22 Budget
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment	\$ 12,000		\$ 17,000		\$ 17,000
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ 12,000	\$ -	\$ 17,000	\$ -	\$ 17,000
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue	\$ 12,000		\$ 17,000		\$ 17,000
	Grant/Donation					
	Other					
	Total Funding	\$ 12,000	\$ -	\$ 17,000	\$ -	\$ 17,000

Detail on Funding Method(s): Technology Replacement Fund

Basis of Project Cost(s):

Bid: _____

Comparable Costs: _____

Contractor/Vendor
Estimate: X

Other Basis (please
specify): _____

Project Impact on Operating Cost(s): Increase in efficiency may lead to a decrease in operating costs.

**City of Park Ridge - Capital Plan 2019-2021
Project Detail**

Date: 09/13/2017

Department: Information Tech.

Project Name/Location: Power Supply System

Strategic Goal Classification: STC-2, STC-8, STC-11, STR-1, STR-2, STR-3, LTC-3, LTC-4, LTC-13

Description of Project: Replace capacitors on power supply system

Project Benefits: Continued use of the power supply system for the City Hall Data Center.

		FY18 Forecast	FY19 Budget	FY20 Budget	FY21 Budget	Future TBD
Cost Element(s)	Planning/Design					
	Site Acquisition					
	Vehicle/Equipment		\$ 9,000			
	Construction/Repair					
	Consulting					
	Other					
	Total Project Cost(s)	\$ -	\$ 9,000	\$ -	\$ -	\$ -
Funding Method(s)	Bond					
	New/Increase in Fee(s)					
	Operating Revenue		\$ 9,000			
	Grant/Donation					
	Other					
	Total Funding	\$ -	\$ 9,000	\$ -	\$ -	\$ -

Detail on Funding Method(s): Information Technology Replacement Fund

Basis of Project Cost(s):

Bid: _____

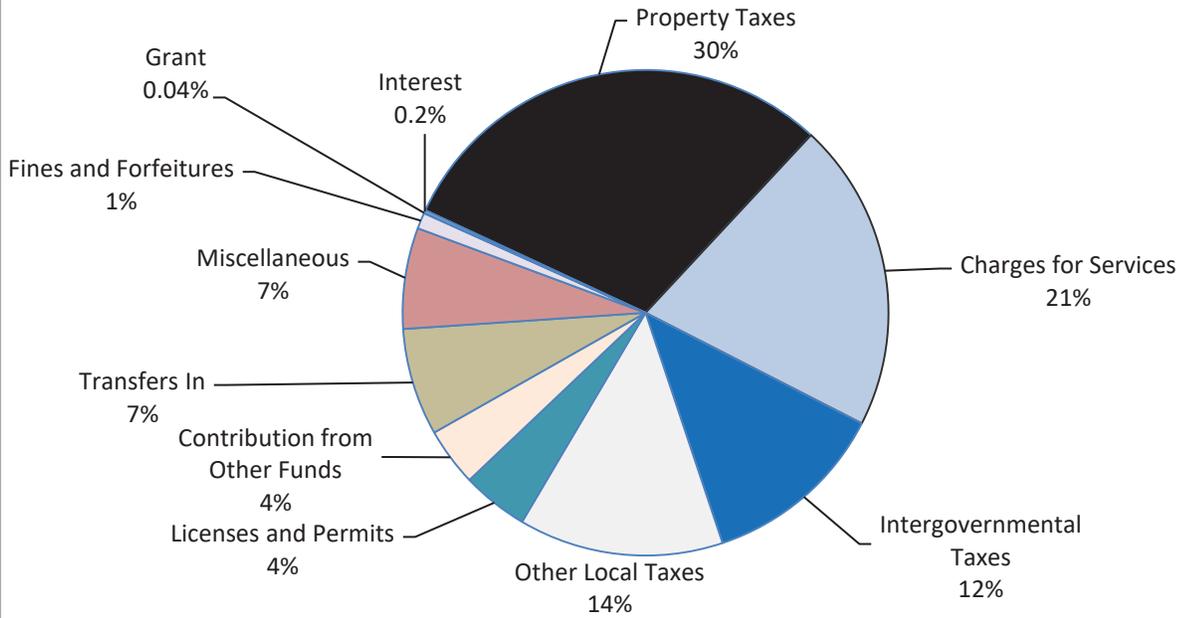
Comparable Costs: X

Contractor/Vendor
Estimate: _____

Other Basis (please
specify): _____

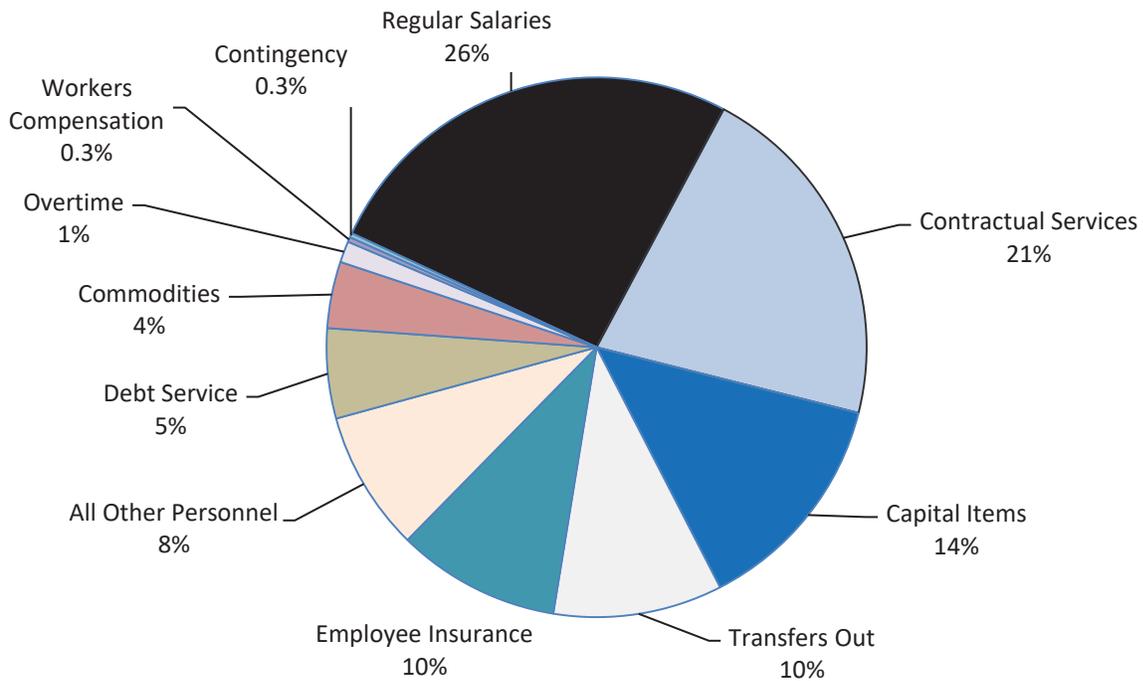
Project Impact on Operating Cost(s): N/A

FY19 Budget - Revenues All Funds



Revenues and Other Sources	FY19 Adopted Budget	% of Total
Property Taxes	\$ 21,376,639	30%
Charges for Services	\$ 14,688,823	21%
Intergovernmental Taxes	\$ 8,795,125	12%
Other Local Taxes	\$ 9,709,050	14%
Licenses and Permits	\$ 3,154,825	4%
Contribution from Other Funds	\$ 2,764,587	4%
Transfers In	\$ 5,094,291	7%
Miscellaneous	\$ 4,795,351	7%
Fines and Forfeitures	\$ 760,200	1%
Grant	\$ 29,101	0.04%
Interest	\$ 125,100	0.2%
Total	\$ 71,293,092	

FY19 Budget - Expenditures All Funds



Expenditures and Other Uses	FY19 Adopted Budget	% of Total
Regular Salaries	\$ 20,067,323	26%
Contractual Services	\$ 16,378,549	21%
Capital Items	\$ 10,499,914	14%
Transfers Out	\$ 7,858,878	10%
Employee Insurance	\$ 7,588,917	10%
All Other Personnel	\$ 6,515,588	8%
Debt Service	\$ 4,183,046	5%
Commodities	\$ 3,096,484	4%
Overtime	\$ 985,500	1%
Workers Compensation	\$ 225,000	0.3%
Contingency	\$ 200,000	0.3%
Total	\$ 77,599,199	

FY19 SHARED SERVICES

		Total Cost	Basis for Allocation	General	Water	Sewer	Parking	Library	Fleet	Waste	PW Admin & Eng	Total
City Administration	Description	Fund Expenditure Budget		\$ 31,214,673	\$ 6,650,904	\$ 902,557	\$ 334,006					\$ 39,102,140
				79.8%	17.0%	2.3%	0.9%					100%
City Manager	Staff	\$ 205,776	FY19 Budget	\$ 164,268	\$ 35,001	\$ 4,750	\$ 1,758					\$ 205,776
Asst to the City Manager	Staff	\$ 64,622	FY19 Budget	\$ 51,587	\$ 10,992	\$ 1,492	\$ 552					\$ 64,622
Deputy City Clerk	Staff	\$ 63,752	FY19 Budget	\$ 50,892	\$ 10,844	\$ 1,472	\$ 545					\$ 63,752
Sr. Admin.	Staff	\$ 51,671	FY19 Budget	\$ 41,248	\$ 8,789	\$ 1,193	\$ 441					\$ 51,671
Public Official Bond Insurance	Insurance	\$ 500	FY19 Budget	\$ 399	\$ 85	\$ 12	\$ 4					\$ 500
City Council	City Council and City Clerk	\$ 31,649	FY19 Budget	\$ 25,265	\$ 5,383	\$ 731	\$ 270					\$ 31,649
Total		\$ 417,970		\$ 333,659	\$ 71,093	\$ 9,648	\$ 3,570	\$ -	\$ -	\$ -	\$ -	\$ 417,970

City Wide Costs	Description	Fund Expenditure Budget		\$ 31,214,673	\$ 6,650,904	\$ 902,557	\$ 334,006					\$ 39,102,140
				79.8%	17.0%	2.3%	0.9%					100%
General Liability Insurance	GL Insurance	\$ 114,394	FY19 Budget	\$ 91,319	\$ 19,457	\$ 2,640	\$ 977					\$ 114,394
Brokerage Fee	Insurance Broker	\$ 22,600	FY19 Budget	\$ 18,041	\$ 3,844	\$ 522	\$ 193					\$ 22,600
Crime	Insurance	\$ 4,025	FY19 Budget	\$ 3,213	\$ 685	\$ 93	\$ 34					\$ 4,025
Cyber	Insurance	\$ 13,125	FY19 Budget	\$ 10,477	\$ 2,232	\$ 303	\$ 112					\$ 13,125
HELP	Insurance POOL	\$ 99,330	FY19 Budget	\$ 79,294	\$ 16,895	\$ 2,293	\$ 848					\$ 99,330
Nugent	Insurance Consultant	\$ 8,190	FY19 Budget	\$ 6,538	\$ 1,393	\$ 189	\$ 70					\$ 8,190
Legal	External Attorney	\$ 298,909	FY19 Budget	\$ 238,615	\$ 50,842	\$ 6,899	\$ 2,553					\$ 298,909
Unemployment	Claims + TPA	\$ 20,000	FY19 Budget	\$ 15,966	\$ 3,402	\$ 462	\$ 171					\$ 20,000
Audit	and related Costs	\$ 50,000	FY19 Budget	\$ 39,914	\$ 8,505	\$ 1,154	\$ 427					\$ 50,000
OPEB Consultant	Audit required	\$ 5,000	FY19 Budget	\$ 3,991	\$ 850	\$ 115	\$ 43					\$ 5,000
Total		\$ 635,573		\$ 507,369	\$ 108,105	\$ 14,670	\$ 5,429	\$ -	\$ -	\$ -	\$ -	\$ 635,573

Human Resources/Payroll	Description	Allocated Headcount		200	9	6	3	83				301
				66.4%	3.0%	2.0%	1.0%	27.6%				100%
HR Manager	Staff	\$ 59,099	FY19 Budget	\$ 39,235	\$ 1,770	\$ 1,180	\$ 590	\$ 16,324				\$ 59,099
HR Generalist	Staff	\$ 71,539	FY19 Budget	\$ 47,494	\$ 2,143	\$ 1,428	\$ 714	\$ 19,760				\$ 71,539
HR Coordinator	Staff	\$ 59,134	FY19 Budget	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Payroll Technician	Staff	\$ 60,642	FY19 Budget	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Clark, Baird, Smith	Labor Legal	\$ 75,000	FY19 Budget	\$ 49,792	\$ 2,246	\$ 1,498	\$ 749	\$ 20,715				\$ 75,000
ADP	External Payroll Vendor	\$ 148,200	FY19 Budget	\$ 98,389	\$ 4,439	\$ 2,959	\$ 1,480	\$ 40,934				\$ 148,200
Excess Workers Comp	Insurance	\$ 89,253	FY19 Budget	\$ 59,255	\$ 2,673	\$ 1,782	\$ 891	\$ 24,652				\$ 89,253
Total		\$ 562,867		\$ 294,165	\$ 13,271	\$ 8,847	\$ 4,424	\$ 122,385	\$ -	\$ -	\$ -	\$ 443,091

Information Technology	Description	Allocated Headcount		200	9	6	3					218
				91.7%	4.1%	2.8%	1.4%					100%
Prescient Solutions	Outsourced IT	\$ 285,000	FY19 Budget	\$ 261,414	\$ 11,793	\$ 7,862	\$ 3,931					\$ 285,000
Material & Contracting	External Vendors	\$ 283,000	FY19 Budget	\$ 259,579	\$ 11,710	\$ 7,807	\$ 3,903					\$ 283,000
Total		\$ 568,000		\$ 520,993	\$ 23,503	\$ 15,669	\$ 7,834	\$ -	\$ -	\$ -	\$ -	\$ 568,000

Accounts Payable	Description	AP Transaction Count FY2017		6,177	637	349	157	3,774		51		11,145
				55.4%	5.7%	3.1%	1.4%			0.46%		66%
1.0 FTE Accts Payable	Staff	\$ 50,345	FY19 Budget	\$ 27,903	\$ 2,878	\$ 1,577	\$ 709		\$ 230			\$ 33,297
0.5 FTE Reqs./POs.	Staff	\$ 27,411	FY19 Budget	\$ 15,192	\$ 1,567	\$ 858	\$ 386		\$ 125			\$ 18,129
Total		\$ 77,756		\$ 43,095	\$ 4,444	\$ 2,435	\$ 1,095	\$ -	\$ 356	\$ -	\$ -	\$ 51,426

Cashier	Description	Receipt Transaction Count		84,723	75,765	73,724	740	1,506				236,458
				35.8%	32.0%	31.2%	0.3%					99%
1.0 FTE Cashier	Staff	\$ 48,370	FY19 Budget	\$ 17,331	\$ 15,499	\$ 15,081	\$ 151					\$ 48,062
.75 FTE Cashier	Staff	\$ 38,888	FY19 Budget	\$ 13,934	\$ 12,460	\$ 12,125	\$ 122					\$ 38,640
Total		\$ 87,258		\$ 31,265	\$ 27,959	\$ 27,206	\$ 273	\$ -	\$ -	\$ -	\$ -	\$ 86,702

FY19 SHARED SERVICES

Total Cost Basis for Allocation General Water Sewer Parking Library Fleet Waste PW Admin & Eng Total

Finance Administration	Description	Fund Expenditure Budget	\$	31,214,673	\$	6,650,904	\$	902,557	\$	334,006					\$	39,102,140
				79.8%		17.0%		2.3%		0.9%						100%
Finance Director	Staff	\$ 151,749	FY19 Budget	\$ 121,139	\$ 25,811	\$ 3,503	\$ 1,296								\$ 151,749	
Asst. Finance Director	Staff	\$ 103,718	FY19 Budget	\$ 82,797	\$ 17,641	\$ 2,394	\$ 886								\$ 103,718	
Senior Accountant	Staff	\$ 74,246	FY19 Budget	\$ 59,270	\$ 12,629	\$ 1,714	\$ 634								\$ 74,246	
Analyst	Staff	\$ 80,370	FY19 Budget	\$ 64,158	\$ 13,670	\$ 1,855	\$ 687								\$ 80,370	
Procurement Officer	Staff	\$ 81,432	FY19 Budget	\$ 65,006	\$ 13,851	\$ 1,880	\$ 696								\$ 81,432	
Accounts Receivable	Staff	\$ 51,350	FY19 Budget	\$ 40,992	\$ 8,734	\$ 1,185	\$ 439								\$ 51,350	
Sr. Admin. Assistant	Staff	\$ 50,736	FY19 Budget	\$ 40,502	\$ 8,630	\$ 1,171	\$ 433								\$ 50,736	
Total		\$ 593,601		\$ 473,863	\$ 100,966	\$ 13,702	\$ 5,070								\$ 593,601	

Finance Software	Description	Fund Expenditure Budget	\$	31,214,673	\$	6,650,904	\$	902,557	\$	334,006					\$	39,102,140
				79.8%		17.0%		2.3%		0.9%						100%
MUNIS	Acctg. Software	\$ 80,000	FY19 Budget	\$ 63,863	\$ 13,607	\$ 1,847	\$ 683								\$ 80,000	
Total		\$ 80,000		\$ 63,863	\$ 13,607	\$ 1,847	\$ 683								\$ 80,000	

PW Admin & Eng	Description	FY19 General Fund PW (not Admin, Eng, Veh) Water, Sewer, Parking	\$	3,978,904	\$	6,650,904	\$	902,557	\$	334,006					\$	11,866,371
				33.5%		56.0%		7.6%		2.8%						100%
Director	Staff	\$ 172,974	FY19 Budget	\$ 58,000	\$ 96,949	\$ 13,156	\$ 4,869								\$ 172,974	
Asst to Director	Staff	\$ 86,386	FY19 Budget	\$ 28,966	\$ 48,418	\$ 6,571	\$ 2,432								\$ 86,386	
City Engineer	Staff	\$ 126,144	FY19 Budget	\$ 42,297	\$ 70,702	\$ 9,595	\$ 3,551								\$ 126,144	
Admin	Staff	\$ 128,915	FY19 Budget	\$ 43,226	\$ 72,255	\$ 9,805	\$ 3,629								\$ 128,915	
Engineer Design Tech	Staff	\$ 93,276	FY19 Budget	\$ 31,276	\$ 52,280	\$ 7,095	\$ 2,625								\$ 93,276	
Engineering Tech	Staff	\$ 86,176	FY19 Budget	\$ 28,896	\$ 48,300	\$ 6,555	\$ 2,426								\$ 86,176	
Civil Engineer	Staff	\$ 75,918	FY19 Budget	\$ 25,456	\$ 42,551	\$ 5,774	\$ 2,137								\$ 75,918	
City Hall	Maintenance & Materials	\$ 176,500	FY19 Budget	\$ 59,182	\$ 98,925	\$ 13,425	\$ 4,968								\$ 176,500	
Fleet	Vehicles	\$ 34,216	Fleet Maintenance (PW)	\$ 11,473	\$ 19,178	\$ 2,602	\$ 963								\$ 34,216	
Total		\$ 980,505		\$ 328,772	\$ 549,557	\$ 74,577	\$ 27,599								\$ 980,505	

Fleet Maintenance	Description	Vehicle/Equipment Count	103	12	10	1	1	2	1	5	135					
			76.3%	8.9%	7.4%	0.7%	0.7%	1.5%	0.7%	3.7%						100%
Public Works Superintendent	Staff	\$ 119,687	FY19 Budget	\$ 91,317	\$ 10,639	\$ 8,866	\$ 887	\$ 887	\$ 1,773	\$ 887	\$ 4,433	\$			\$ 119,687	
Public Works Supervisor	Staff	\$ 119,318	FY19 Budget	\$ 91,035	\$ 10,606	\$ 8,838	\$ 884	\$ 884	\$ 1,768	\$ 884	\$ 4,419	\$			\$ 119,318	
Vehicle Maint. Supervisor	Staff	\$ 108,320	FY19 Budget	\$ 82,644	\$ 9,628	\$ 8,024	\$ 802	\$ 802	\$ 1,605	\$ 802	\$ 4,012	\$			\$ 108,320	
Mechanic I	Staff	\$ 98,971	FY19 Budget	\$ 75,511	\$ 8,797	\$ 7,331	\$ 733	\$ 733	\$ 1,466	\$ 733	\$ 3,666	\$			\$ 98,971	
Mechanic II	Staff	\$ 109,350	FY19 Budget	\$ 83,430	\$ 9,720	\$ 8,100	\$ 810	\$ 810	\$ 1,620	\$ 810	\$ 4,050	\$			\$ 109,350	
Mechanic II	Staff	\$ 109,686	FY19 Budget	\$ 83,686	\$ 9,750	\$ 8,125	\$ 812	\$ 812	\$ 1,625	\$ 812	\$ 4,062	\$			\$ 109,686	
Property / Auto Insurance	Insurance	\$ 58,500	FY19 Budget	\$ 44,633	\$ 5,200	\$ 4,333	\$ 433	\$ 433	\$ 867	\$ 433	\$ 2,167	\$			\$ 58,500	
Fuel Costs	Fuel purchases	\$ 200,000	FY19 Budget	\$ 152,593	\$ 17,778	\$ 14,815	\$ 1,481	\$ 1,481	\$ 2,963	\$ 1,481	\$ 7,407	\$			\$ 200,000	
Total		\$ 923,832		\$ 704,850	\$ 82,118	\$ 68,432	\$ 6,843	\$ 6,843	\$ 13,686	\$ 6,843	\$ 34,216				\$ 923,832	

Grand Total	\$ 4,927,362	Total by Fund:	\$ 3,301,895	\$ 994,623	\$ 237,032	\$ 62,821	\$ 129,228	\$ 13,686	\$ 7,199	\$ 34,216	\$ 4,780,700
		% of Grand Total	67.0%	20.2%	4.8%	1.3%	2.6%	0.3%	0.1%	0.7%	97.0%

Interfund Transfers: FY18 & FY19 Budgets

Fund #	Object #	Fund	FY18 In	FY18 Out	FY19 In	FY19 Out	Reason for Transfer
220	831200	E 911 Fund	\$ 700,000	\$ -	\$ 893,000		Subsidize emergency telephone fund.
100-1021	949300	General Fund	\$ -	\$ (700,000)		\$ (893,000)	Subsidize emergency telephone fund.
100	880600	General Fund	\$ 1,264,964	\$ -	\$ 1,294,476		*Overhead costs shared with enterprise funds.
501-3027	949300	Parking Fund	\$ -	\$ (70,889)		\$ (62,821)	*Overhead costs shared with Parking Fund.
502-3051	949300	Water Fund	\$ -	\$ (903,770)		\$ (994,623)	*Overhead costs shared with Water Fund.
503-3031	949300	Sewer Fund	\$ -	\$ (290,305)		\$ (237,032)	*Overhead costs shared with Sewer Fund.
206	880XXX	IMRF Fund	\$ 215,169	\$ -	\$ 112,123		IMRF contributions from proprietary funds.
501-3027	949300	Parking Fund	\$ -	\$ (30,097)		\$ (18,075)	IMRF contributions from proprietary funds.
502-3051	949300	Water Fund	\$ -	\$ (112,429)		\$ (62,793)	IMRF contributions from proprietary funds.
503-3031	949300	Sewer Fund	\$ -	\$ (72,643)		\$ (31,255)	IMRF contributions from proprietary funds.
207	880XXX	FICA Fund	\$ 96,630	\$ -	\$ 94,363		IMRF contributions from proprietary funds.
501-3027	949300	Parking Fund	\$ -	\$ (13,409)		\$ (15,212)	IMRF contributions from proprietary funds.
502-3051	949300	Water Fund	\$ -	\$ (50,092)		\$ (52,846)	IMRF contributions from proprietary funds.
503-3031	949300	Sewer Fund	\$ -	\$ (33,129)		\$ (26,305)	IMRF contributions from proprietary funds.
312	880600	2014A Debt Service Fund	\$ 801,026	\$ -	\$ 813,075		Refinanced 2004B Water Debt Service Fund.
502-3051	949300	Water Fund	\$ -	\$ (801,026)		\$ (813,075)	Refinanced 2004B Water Debt Service Fund.
310	880600	2012A Debt Service Fund	\$ 455,150	\$ -	\$ 450,550		Sewer Debt service transfer.
503-3031	949300	Sewer Fund	\$ -	\$ (455,150)		\$ (450,550)	Sewer Debt service transfer.
308	881100	2006A Debt Fund	\$ 32,012	\$ -			To close out refunded debt fund.
313	881100	2006A Debt Fund	\$ 47,063	\$ -	\$ 408,696		TIF Contribution to debt payment.
314	881100	2006A Debt Fund	\$ 604,800	\$ -	\$ 1,779,911		TIF Contribution to debt payment.
315	880808	2006A Debt Fund	\$ 44,206	\$ -	\$ 159,442		TIF Contribution to debt payment.
204-1027	949300	Uptown TIF	\$ -	\$ (728,081)		\$ (2,348,049)	TIF Funding for Debt.
551	881100	Motor Equip Repl Fund	\$ 1,277,000	\$ -	\$ 1,455,242		MERF Funding.
100-1021	949300	General Fund	\$ -	\$ (1,125,000)		\$ (1,305,242)	MERF Funding.
201-5012	990400	Library	\$ -	\$ (2,000)		\$ -	
502-3051	949300	Water Fund	\$ -	\$ (125,000)		\$ (125,000)	MERF Funding.
503-3031	949300	Sewer Fund	\$ -	\$ (25,000)		\$ (25,000)	MERF Funding.
552	880XXX	IT Replacement Fund	\$ 625,000	\$ -	\$ 298,000		IT Replacement Fund.
100-1021	949300	General Fund	\$ -	\$ (525,000)		\$ (200,000)	IT Replacement Funding.
502-3051	949300	Water Fund	\$ -	\$ (75,000)		\$ (49,000)	IT Replacement Funding.
503-3031	949300	Sewer Fund	\$ -	\$ (25,000)		\$ (49,000)	IT Replacement Funding.
553	881100	Library Tech Replacement	\$ 100,000	\$ -	\$ 100,000		Library Technology replacement.
201-5013	990100	Library	\$ -	\$ (100,000)		\$ (100,000)	Library Technology replacement.
Totals			\$ 6,263,020	\$ (6,263,020)	\$ 7,858,878	\$ (7,858,878)	