

**Village of Flossmoor
Annual Operating Budget**



FLOSSMOOR

Welcoming. Beautiful. Connected.

**Fiscal Year
2021 - 2022**

VILLAGE OF FLOSSMOOR, ILLINOIS

ANNUAL OPERATING BUDGET FISCAL YEAR 21-22

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May 1, 2021

Honorable Mayor and Board of Trustees
Village of Flossmoor, Illinois

We are very pleased to present the annual budget for the Village of Flossmoor for the fiscal year beginning May 1, 2021 and ending April 30, 2022. This document represents the collaborative efforts of the management staff and the Village Board to produce a financial plan and work program for Fiscal Year 2022. The Village of Flossmoor's annual operating budget serves as the primary planning and financial tool to accomplish the many objectives, policies and programs set by the Village Board within the context of the following vision:

Residents choose Flossmoor for beautiful homes and neighborhoods, for good schools and easy access to Chicago, for a diverse and inclusive community in a family-friendly small town.

The quality of life in Flossmoor is supported by a fiscally responsible Village government that delivers first-class services, improves infrastructure, assures public safety and attracts homeowners and businesses.

This vision was reviewed and agreed to during a strategic planning process held in the summer of 2017 with the Board and executive staff. Using input from community members, staff and the Board, the Village agreed to five strategic priorities. Our organization's objectives are centered on these target areas until at least Fiscal Year 2022. Those priorities are as follows:

1. **FINANCES & SERVICES:** Achieve a balanced budget with funding for prioritized services and infrastructure improvement: Maximize development of open commercial properties, foster healthy businesses, pursue other revenue and funding opportunities, and control expenditures.
2. **INFRASTRUCTURE:** Improve the Village infrastructure: Develop prioritized improvement plans and maintain/improve road, water, sewer and other infrastructure on an appropriate cycle.
3. **BUSINESS:** Engage in an economic development program: Attract, retain and help revitalize businesses and attain the development of available commercial properties.
4. **DIVERSITY & COMMUNICATIONS:** Foster a diverse, united and inclusive community: Pursue activities to maintain Flossmoor's diversity, promote inclusiveness, and build communications, understanding and unity among residents across neighborhoods and throughout the community.
5. **HOUSING:** Enhance the Village's housing stock and increase property values: Promote Flossmoor to attract homebuyers, beautify downtown and neighborhoods, and assure maintenance of residential properties.

Each year, as we begin the budget process, we pause to consider our accomplishments over the past year. We continue to be proud of our successes. This document reports those successes to the community so that all can understand how our tax dollars have been effectively and responsibly used to serve our residents.

FISCAL YEAR 2021 ACHIEVEMENTS

Fiscal Year 2021 was another successful year for the Village of Flossmoor filled with growth and development as well as progress even in the midst of a pandemic. The Village has historically utilized sound financial planning which has allowed a healthy fund balance to grow for rainy days, special projects and capital improvements. As a non-home rule community with a large dependence on property tax, experiencing the pressure of property tax caps coupled with the COVID-19 pandemic related economic downturn, rising labor and operational costs, declining or stagnant revenues dependent upon market conditions not to mention the “state” of the State of Illinois, the condition of our fund balances is a constant concern for the Village. As the reader will note later in the message, those concerns became magnified during this fiscal year with the pandemic which included the stay-at-home order.

On-going financial analysis such as mid-year financial reviews and five-year projection studies have been instrumental in formulating short-term and long-term plans to mitigate any financial instability. Specific actions that the Village has taken over the last several years include the following: the deferral of Finance and Facilities Plan capital projects which would be financed with General Fund monies; the minimization of additional funding for new projects or programs; the adoption of new revenue opportunities and fee adjustments including an update to the police ticket fines, equipment violation fines, and property maintenance fines; property tax and sales tax referenda, the adoption of an administrative tow fee and an administrative adjudication system; the adoption of a storm water utility fee; increased ambulance fees; various fee and fine increases as part of the Municipal Code Update Project as well as an increase in parking fees. “Finances and services” was identified as a top priority in the strategic planning process, and the Board’s diligent review and response to changing fiscal conditions support this strategy. The Village was once again challenged to meet an upcoming period of instability with the COVID-19 pandemic as the Fiscal Year 2021 budget was being finalized. In response, with the presentation of the final budget, staff presented a contingency plan that included anticipated revenue loss and an incremental response plan.

Both as part of the strategic planning process and even as recently as contingency planning on the pandemic, the Board is committed to our high quality services and agreed that a reduction in services is a “last resort.” Over the years, they have charged staff with exploring creative and innovative solutions to maintain our services and reduce costs, including but not limited to sharing services, outsourcing, or in some cases bringing services in-house depending upon the cost.

The community should feel confident that their local tax dollars are well managed, and the Village Board is appropriately responding to the observed financial trends. In fact, the Village’s sound financial practices and policies have been praised by Standard & Poor’s (S&P), a bond rating agency. In 2009, S&P upgraded the Village’s bond rating from AA to AA+, with “strong financial operations” cited as one of the four major strengths of the Village. The Village’s bond rating upgrade itself accounted for nearly \$80,000 of the \$265,000 savings associated with the 2009 Advance G.O. Refunding Bond Issue. These savings did not impact the Village budget, but rather, positively impacted property tax payers and were reflected in tax bills. In 2012 and 2014, the Village was re-rated by S&P as a result of the approval of the referendum to issue \$7.28 million in General Obligation Bonds to support the Water Main Improvement Program. In 2017, the Village refunded the Library Bonds one last time, which saved taxpayers approximately \$80,000 over the remainder of the life of the bonds. On all three occasions, S&P assigned its AA+ long-term rating to the Village of Flossmoor. Finally, in 2020, Village residents approved a \$10 million general obligation bond to support street resurfacing, sidewalk replacement and stormwater improvements to the Flossmoor Road viaduct. Once again, even in a pandemic, S&P confirmed the Village’s AA+ rating.

A combination of all these actions described above has resulted in some short-term effective measures to maintain our financial stability. As always, staff continues to present the annual budget in an extremely conservative manner with a critical eye on both expenditures and revenues to ensure our financial reserves remain strong and our ability to deliver current services remains intact.

COVID-19 Response and Operations

The turn of the fiscal year from Fiscal Year 2020 to Fiscal Year 2021 is memorable and involved changes in the function and delivery of government services that were unprecedented and at times, uncomfortable. Keeping Village operations going without interruption was a priority, a goal we successfully met. All departments adjusted work schedules and reduced time in the office and/or the field to meet social

distancing protocols and protect employee safety. Under the Village Manager's Office leadership, the Village thoughtfully prepared a COVID-19 Operational Contingency Plan which helped to guide our decisions. In addition, we worked alongside our business community to meet State guidelines and yet, keep their doors open. Those efforts included outdoor dining in downtown Flossmoor and economic development incentives to assist with the equipment the restaurants needed to facilitate outdoor dining. We thoughtfully made decisions throughout the year as we moved through the State's phases to re-opening as well as the resurgence in the fall of 2020 we knew the nation would face. Throughout the pandemic, the Village Manager's Office worked closely with all departments to manage employee absences in accordance with the Families First Coronavirus Response Act policy. The number of employees who were unable to work because of COVID was minimal compared to other communities, and to our knowledge, no business in our community closed its doors due to the pandemic. For these reasons, Flossmoor's response to the pandemic is a phenomenal achievement for the Village!

Planning and Economic Development

Much of our efforts in recent years have been focused on the now former TIF District with the primary focus on highway-oriented retail along the Vollmer Road frontage. Staff has worked diligently to recruit developers and retailers for the Village. Despite a poor economy at the time, the Village experienced one of its largest developments in the Village's history, a 192,940 sq. ft. Meijer store and gas station/convenience store that opened in 2016. The development also has five outlots for additional retail uses, and development has occurred on two of them with a Buona Restaurant and the multi-tenant building anchored by Starbucks Restaurant and AT&T. During this past year, a VetIQ opened in the former US Vision space in the Meijer store, and Tesla supercharging stations were constructed in the Meijer outlot. The Village had approved a concept plan for a Dunkin Donuts at the corner of Central Park and Vollmer Road. This development includes the purchase of Village-owned land for the construction. Due to delays with MWRD and Cook County Department of Transportation, the final plans were not re-submitted until May 2021.

Downtown Flossmoor is anchored by three thriving restaurants and a mixture of retail and professional services. Even in the midst of a pandemic, the downtown thrived. Gypsy Fix, a home goods retailer, opened a small storefront in the middle of the pandemic; by January 2021, they had done so well that they moved to the former Coldwell Banker space and opened a cohort that includes Gypsy Fix and several other artisan retailers. Three salons that either opened mid-pandemic or changed ownership are also doing well: Glow Salon in Flossmoor Commons and Little Fern and Thairapy in downtown Flossmoor. All Smiles Orthodontics has been renovating 2635 Flossmoor Road just west of the downtown for quite awhile; construction is nearing completion, and the Village is optimistic that the business will open this year.

The community provided overwhelming support for all the restaurants in Flossmoor during the shelter-in-place and subsequent restriction on indoor dining. To help facilitate their success, the Village provided outdoor tent seating in the downtown area in the summer of 2020 for use by those restaurants who did not have private property on which they could offer outdoor dining. The outdoor dining continued all the way to January 2021. The Village provided economic development grants to Bistro on Sterling and Flossmoor Station Restaurant and Brewery to rent or purchase equipment for this purpose. As the fiscal year turns, the Village proudly reports that no major business or restaurant went out of business during the pandemic.

Despite the COVID-19 pandemic, building permit, land use and zoning reviews continue to be a large part of the daily activities in the department with over 250 zoning reviews for residential and commercial projects, including fences, decks, patios, driveways and other accessory structures or uses.

The Village will continue to market the Village-owned properties in downtown Flossmoor and Southwest Flossmoor. In addition to the quality of life amenities that these types of development will bring to our community, it will also financially impact the Village with significant property and sales tax revenue.

Public Works Department

A project that has risen to the forefront of our priorities is the Village's water supply. With less than two years left on our current supply contract, the Village is evaluating water supply options given the current instability in Harvey's management of its operations and the future impact of the Harvey fund in

receivership. The cost to switch suppliers will come with a capital investment; however, the cost to remain with Harvey will become more expensive too. The Village made significant progress with this effort over the past fiscal year. The engineers and staff presented a report to the Village Board regarding the City of Hammond and the City of Chicago Heights' capacity to deliver water to Flossmoor via the Village of Homewood. Further, Homewood and Flossmoor entered into an agreement and began field work to study the impact of switching suppliers on water quality, the success of which is paramount to the villages receiving a water operator's permit with the change in supplier. The Village has identified the preferred route to receive Hammond/Chicago Heights water which is to remain with existing infrastructure through Homewood. Following the receipt of favorable contract terms, the Village Board has authorized the Village Attorney and staff to negotiate a contract with Homewood, a process which is currently underway. More work will continue on this legacy decision over the next year with the goal of switching suppliers in calendar year 2022. This decision will impact the Village for the next twenty to forty years, if not longer.

Following the replacement of the Village's poorest performing water main in 2013 and 2014 thanks to a voter approved referendum, the Village was able to reduce water loss due to leaks, improving our ability to access and service water mains, and increasing water flow to fight fires. At the same time, a leak was discovered in the Vollmer Road Reservoir, and crack repair and other rehabilitation was completed. As a result of both of these improvements, pumpage significantly decreased and the correlating financial impact to the Water and Sewer fund had a positive benefit. Poor performing water main is one concern, while poor performing meters is another concern. An additional effort to improve the water main system performance was the replacement of large meters throughout the community. Technology has advanced, and we replaced large meters with ones that are better able to capture low-flow reads, thereby improving our billing and subsequently increasing our revenue. Following all of that work, the Village's purchased to bill ratio climbed to 83% (up from 59%) and has unfortunately been dwindling down ever since and was at 75% in calendar year 2020. This poor performance is alarming.

The next objective to improve the purchased to bill ratio is the replacement of all the small (residential) water meters and converting to a radio read program. The cost of this project is \$1.72 million for which the Village does not have a financing source other than reserves. In addition to Public Works' workload to accommodate the project, two factors have delayed this project from moving forward at this time. First, the Village is converting its financial software, which includes the utility billing system; converting the billing data and the usage data (the meter reads) at the same time could lead to significant problems. Second, although the upgraded meters will lead to improved financials, the cash outlay is significant and any capital improvements associated with the water supply transfer must take priority.

In November 2020, voters approved \$10 million in General Obligation Bonds for street and sidewalk replacement and stormwater improvements at the Flossmoor Road viaduct. The Village Board and staff in the Village Manager's Office, Finance and Public Works engaged in a thorough public education campaign on these projects and the potential use of these monies. The voters overwhelmingly supported the referendum with 80% approval. At the same time, the Village has applied for grants from multiple agencies to help fund the viaduct project. The plan is to obtain as many grants as possible for the viaduct project and use the bond funds to pay for the balance of the project, maximizing the amount of street and sidewalk replacement. To that end, the Village is receiving a US Army Corps of Engineers Grant in the amount of \$1.5 million for the first phase of the Flossmoor Road Viaduct Project, the Berry Lane Drainage Improvement Project. This project is part of the larger stormwater improvement project at the viaduct and includes storm sewer improvements on Berry Lane to address the severe street flooding that exists during heavier rainfall events. The Village has been working with ACOE on the design engineering and project development which will lead to an anticipated project bid and award in September 2021. The Village has also received a State grant which will allow green infrastructure, including permeable pavers for the street surface, to be included in this project. The value of this grant is \$492,000.

Preliminary design engineering has also been underway for the remainder of the Flossmoor Road viaduct improvements. Staff and the engineers have been in discussions with both School District 161 and Homewood Flossmoor Park District about detention at Heather Hill School and the Heather Hill Tennis Courts that would hold stormwater from the Berry Lane area as well as the viaduct before releasing it east toward Butterfield Creek. The Street Pavement Rehabilitation Project component of the bond funds will likely be completed over two construction seasons.

Another project which had been deferred for several years is the replacement of the Brookwood Bridge deck and culvert. This culvert moves a significant portion of stormwater from the west half of the village to the east. The project was submitted to and approved by the Illinois Department of Transportation for STP-Bridge funds to cover the cost of the project for both engineering and construction at an 80/20 match. In addition, the project has been earmarked for a \$810,000 State Road Fund Grant. Staff expects Phase I design engineering to be completed in the coming months with the anticipation of starting and completing the Phase II engineering in Fiscal Year 2022.

In Fiscal Year 2010, as a result of federal stimulus monies released to state agencies to encourage local infrastructure projects, the Village began the engineering and loan preparation documents in connection with the Phase IV Sanitary Sewer Reconstruction Project. This project includes a combination of spot repairs, total segment replacement and cured-in-place lining to restore the function and integrity of the sanitary sewer system in Flossmoor Hills and Highlands. The project was not chosen for funding at that time, and the Village did not proceed to construction. Additional work has continued on the application and loan submittal since Fiscal Year 2017. The State is ready for the Village to proceed with the design engineering and final loan preparation which is scheduled for Fiscal Year 2022.

In Fiscal Year 2019, the Village was awarded an Invest in Cook Grant for Phase I Engineering for the Central Business District Roadway, Pedestrian and Streetscape Improvements. In early 2019, in response to pedestrian near misses, the Village implemented several pedestrian and roadway improvements to calm traffic and enhance pedestrian safety. Those improvements used paint, stanchions and signage and are viewed as a stop-gap to more permanent changes. This grant covers 80% of the Phase I Engineering which has a total cost of \$160,000. The Village has identified the need for safety improvements included within the project such as re-configured intersection geometry, improved vehicle and pedestrian sight lines, improved crosswalk configuration and crossing safety treatments, evaluation of existing on-street parking locations and improved roadway and pedestrian lighting. The Village has also identified the need to modernize and accentuate the district by adding parkway and crosswalk pavers, sidewalk replacement, ADA access improvements, additional trees, benches, bike racks, wayfinding and other decorative landscaping elements. The Village Board chose a street geometry on which to design the improvements; however the project was slowed down because of the pandemic. The Village has applied for an Illinois Traffic Enhancement Program grant for the construction phase of this project.

The majority of the Village's capital improvements are funded with reserve cash on hand. In times of economic pressures and the need to allocate additional reserves to fund daily operations, the Village is able to scale back capital improvements financed through the General Fund. This tactic has allowed the Village to pay for large capital projects without borrowing funds, which always costs more, and provides an immediate budget reduction in times of economic stress.

Fire Department

During the past calendar year, the Fire Department responded to 1,317 paramedic calls and 518 fire calls. This service demand represents a 2.25% increase and a 19.91% increase respectively from last year's service needs. The COVID-19 pandemic had some of its most significant impact on EMS operations. The health and safety of our residents and first responders has been a very high priority. While responding to COVID related calls happened in Flossmoor, the impact was mitigated due to the diligence of our population abiding by the social distancing protocols and safety precautions.

Retired Chief Berk joined our staff as Interim Chief in April 2020 and provided service to the Village for the next year, providing the Village the needed stability and leadership during not only a transitional period for the department but also through the most difficult times of the pandemic. The Village is most appreciative to Chief Berk and his family for his service. In April 2021, Chief Robert Kopec joined the Village. Chief Kopec has twenty years in the fire service, the last seven of which were with the Village of Country Club Hills. His experience in combination departments, similar to Flossmoor, and in MABAS 24 will be an asset to the growth and development of the Flossmoor Fire Department. Additional leadership transition is anticipated as the Assistant Fire Chief resigned in June 2020. With Chief Kopec appointed, an Assistant Chief will be named from the rank of Captain, per statute, and a Captain will be appointed from a newly

established eligibility list created this past year. The transition of new leadership and the acclimation of all will be a focus for the department over this next year.

Grant management and deploying new equipment was a focus for the department this past year. One such project was to replace our current SCBA air packs. Our current SCBA have exceeded their useful service life and are required to be replaced in accordance with regulations. The department finally received an Assistance to Firefighters Grant to offset the majority of this nearly \$200,000 investment. Receiving the equipment, training on its care and use was provided and the SCBA equipment was placed into service. Finally, after delays in production and the COVID pandemic, at the beginning of Fiscal Year 2021, the Fire Department took delivery of a new aerial ladder truck which required the transfer and mounting of equipment and training for all members of the department. Truck 19 has been successfully in service since October 2020.

The success of our Fire Department is largely dependent upon the work and dedication of our many paid-on-call staff. Training and mentoring remain a priority for the Department, and we are proud of our participation in MABAS 24 including our leadership roles. I extend a heartfelt thanks to these individuals who dedicate their time and talent to protecting our community. Repeatedly, the Village has outdone industry standards by maintaining an effective paid-on-call and part-time staff as call volumes have increased over time and the operations have become more complex. Retaining and expanding our combination department is a priority of the new Fire Department leadership. The efforts that are being undertaken with our strategic planning process, workforce development, recruitment, and succession planning will help ensure that our Fire Department staffing structure will sustain the Village for as long as possible before more significant changes need to occur.

Building and Zoning Department

This department is responsible for conducting plan reviews, issuing building permits and performing building inspections, zoning regulations and property maintenance inspections. During calendar year 2020, the Inspectional Services Department issued 794 permits (\$108,518 in permit fees) compared to 751 permits in the previous year for new construction, additions and alterations. The total taxable construction value was \$6,611,601 in 2020 compared to \$5,230,390 in 2019. There was one new permit issued for a new single-family dwelling in 2020 compared to zero in 2019 and the department issued 212 permits for additions and alterations in 2020 compared to 239 in 2019. These statistics reflect that there was an increase in the total taxable construction value in 2020 and that residents continue to invest in their property with building improvements. The total number of inspections performed in calendar year 2020 was 996 in comparison to the 1,017 performed in 2019.

In addition to conducting plan reviews, issuing building permits and performing building inspections, property maintenance staff issued 266 written violation notices in calendar year 2020. When compliance was not met upon follow-up, 64 citations were written requiring additional follow up and adjudication. Due to COVID-19 social distancing recommendations, an operational decision to limit contact with residents impacted enforcement and holding adjudication court which delayed resolution of these matters.

In conjunction with the financial software upgrade, the Village approved the purchase of new community development software which will provide many of the newer technologies including online submittals and permitting, remote field inspection input, integrated plan review and a citizen request function. The new software will greatly streamline functions in the department enhancing the inspection process for not only construction projects but property maintenance inspections as well. Implementation began in Fiscal Year 2021, and residents and contractors now have the ability to submit most permit applications online through BS&A online and can accept online payments for permits.

Looking ahead to Fiscal Year 2022, the Inspectional Services Department has a few objectives in addition to routine functions. Staff has been developing a policy and procedures manual as time permits; with the transition of property maintenance functions to this division, these functions need to also be incorporated into the manual. Also, staff would like to revisit a rental property registration and business registration program. Finally, working with the Village Manager's Office on the continued development of southwest Flossmoor and the Meijer outlots is a major priority moving into the new fiscal year.

Police Department

Our crime rate continues to be the lowest crime rate in the immediate area, as measured by the Uniform Crime Reporting Index, but the department continues to work collaboratively with other agencies, train our staff, develop programs to connect with the community and be ready and responsive in order to maintain that standing.

A major focus in the Police Department continues to be staffing. During Fiscal Year 2021, the department operated below authorized staffing due to personnel separation, a retirement, a work-related injury and the unknown impact of the pandemic. One position was filled during the fiscal year with a candidate who successfully completed the academy in December and transitioned to the Field Training Program which will be completed around the start of the new fiscal year. Both the police and fire administration worked with the Board of Fire and Police Commissioners in updating their Rules and Regulations. Subsequently, in addition to the establishment of the Fire Captain eligibility list, the BFPC administered the process to establish a patrol officer eligibility list.

Staff development continues to be a significant priority for the Police Department. Officers are continually evaluated and provided with training opportunities that will make them more proficient in their duties as law enforcement officers. Like other departments in the State of Illinois, the Flossmoor Police Department is studying all of the impacts of the State's police reform act and will make the modifications necessary over the next several years to be in compliance. On a related matter, the department updated its federal use-of-force certification following the Presidential Order on Safe Policing and certified its policy through the Illinois Association of Police Chiefs. In addition to monthly on-line training and in-house training, special attention was made to those topics in sensitive area such as Duty to Intercede, Cultural Competency, Procedural Justice, Sexual Harassment, Racial Equity and Crisis Intervention Training.

The value of community policing activities continues to increase with an expectation that police departments find more opportunities for positive contacts and interactions with the residents of the village and those who work, visit, or attend school in the village. The department's continued participation in several programs provides many opportunities for citizens and students to interact with our officers, including D.A.R.E., Community Reader Day, Chalk the Walk, drivers education instruction on traffic stops, presentations to high school students, Coffee with a Cop, and National Night Out, to name only a few. The "normal" participation in these events was challenging in the pandemic environment this year and where we could participate in community programming the department did so. Examples included Coffee with a Cop, DARE, food delivery with a local community church group, a community forum with the HF Kings and participation in a youth mentoring group.

The department's participation in mutual aid organizations remains important for a small police force. With the depth of resources across these different groups, the Village retains access to a breadth of law enforcement specializations. These groups include but are not limited to the Network III Tactical Unit, Cook County Gang Unit, Cook County Department of Public Health's First Responder Task Force, South Suburban Major Accident Reconstruction Team, the Major Crime Task Force Investigations, and the South Suburban Emergency Response Team including the SWAT Special Weapons and Tactics Team.

Technology and equipment is another priority for the department. Due to an equipment decision by Cook County, departments, including Flossmoor, were required to upgrade their police radios. The Flossmoor Police Department evaluated, purchased and placed into service new compatible ratios. The department also piloted a Body Worn Camera program in October 2020 which narrowed the selection to a system compatible with the in-car camera system. The department anticipates implementing its program in Fiscal Year 2022, far in advance of the state mandate of 2025. The roll out of the program will include a public education piece on the Village's Body Worn Camera policy. The department anticipates upgrading and expanding the Village's closed circuit tv system in Fiscal Year 2022; the system will be upgraded to digital and expanded to include more camera views.

As we move into the new fiscal year, the Police Department will be focused on continuing to provide strong public safety services including patrol to maintain a low crime index, community interaction to build strong community relationships, and leveraging the officers' talents to achieve those two objectives.

Finance Department

As always, the Village's Finance Department has been instrumental in ensuring that the Village's finance operations are efficient and responsive to both its internal customers (Village departments) and external customers (residents and vendors). Our sound financial planning has guaranteed that we are saving for our future financial needs. Our Capital Equipment Fund and Finance and Facilities Plan have been developed as excellent financial tools for the Village. Our prudent financing and daily accounting resulted in only two auditor adjustment for the previous fiscal year. This follows four of six years of zero auditor adjustments, which given our staff size and workload is very impressive.

An outstanding goal for several years is the replacement of the Village's financial management software, a project which will impact all departments. The advancement of technology has identified new opportunities in our next software that will be explored to improve customer service and increase operational efficiency which is exciting. The critical period of the conversion occurred in Fiscal Year 2021 in the midst of the pandemic resulting in remote conversion support amongst our own staffing challenges not only caused by the pandemic but also medical and injury leaves. In conjunction with the BS&A implementation, the Village has engaged one of their third-party vendors, InvoiceCloud to provide a new customer payment portal. The direct integration between the two systems provides the Village real time customer updates for accounts and invoices. InvoiceCloud allows customers to access information and make payments from a variety of devices including mobile technology as well as offering the option of going paperless and/or automated payments. Implementing all of this technology also began in Fiscal Year 2021 but was a soft roll-out given the abundance of struggles staff encountered with the transition to BS&A.

Conversion and implementation of BS&A and InvoiceCloud will continue into Fiscal Year 2022 as the annual procedures, such as year end closing, will occur for the first time and cleaning up set-up data and resolving unresolved implementation issues. InvoiceCloud is available not only for utility accounts but also any general invoices and building permits.

The Finance Department has an important role in the G.O. Bond Sale for the street resurfacing, sidewalk replacement and stormwater improvements to the Flossmoor Road Viaduct. The department is intimately involved in the rating review, bond sale, and managing the bond proceeds; all of which occurred prior to the close of the fiscal year. The Village was proud to learn that we retained our AA+ rating in large part due to the Village's strong financial management which was cited as a major strength by Standard & Poor's.

The role of the Finance Department continues to be critical in monitoring the effect of the economy on the Village's financial health. This role includes monitoring long-range financial forecasts to quantify national and regional economic impacts, assisting in the identification and adoption of needed revenue enhancements, and assisting with the analysis of possible service modifications. This year, the Finance Department's role included monitoring and adapting to the COVID financial impacts all while maintaining operations and meeting deadlines in the strained environment of working from home, unexpected medical leaves and the migration to new financial software.

Administration

In addition to assisting the Village Board with policy development and implementation, as well as providing general management oversight to Village operations, the Village Manager's office has several areas of responsibility. First, this office is responsible for intergovernmental relations with other local taxing agencies as well as regional, state and federal agencies. The staff in this office is also responsible for general resident communications, including the development of the Village newsletter, *The Flossmoor News*, which is published quarterly, an electronic newsletter which is published semi-monthly, the Village website, and the development and distribution of general marketing information. Staff in this office also manages several events throughout the year including Flossmoor Fest, Winterfest, Movies in our Parks, Recyclepalooza and other Community Relations Commission events and activities. The Village Manager's office prepares the annual budget for Village Board review and approval and is responsible for working with the Village Board and departments on the development of an annual work plan, which correlates to the Village's Strategic Plan adopted in 2017 and advanced on a quarterly basis. An updated Strategic Plan is anticipated for Fiscal Year 2022.

The turn of the fiscal year included significant Village Board transition with a new Mayor, one new Trustee and a new Village Clerk. The Village Manager's Office along with all of the departments led orientations and transition meetings to acclimate new board members.

The Village Manager's Office works closely with all the departments on major initiatives; this year, that work included the education campaign for the General Obligation Bond Referendum for streets, sidewalk and stormwater work as well as a new water supply from Chicago Heights/Hammond.

Other initiatives that the Village Manager's Office facilitated were related to Diversity and Inclusion, including two sessions for residents to engage with the Police Department following the killing of George Floyd in Minneapolis. To further support diversity and inclusion efforts, staff implemented new techniques to engage more diverse suppliers and supported new recruiting strategies in the Police Department to attract a more diverse pool of candidates. Programs and events slowed to a standstill in 2020, so the Village's ability to create diverse, inclusive and connecting programs for our residents was limited. That said, our commissions became more creative with alternative virtual programming such as the One Book One Flossmoor book club and two New Resident Zoom events. As we approach Phase 5 of the Restore Illinois Plan, staff is preparing more opportunities to connect with residents in person, including supporting the return of the Hidden Gem Half Marathon which debuted in 2019 and Flossmoor Fest 2021.

As the pandemic hit in the first quarter of 2020, the Village was prepared to launch the "Discover Flossmoor" campaign. With the creation of a separate website and realtor brochure, the Village purchased sponsored ads for Discover Flossmoor on social media and google. With the shelter in place order, we refrained from any Metra advertising which is now planned for the new fiscal year. Coming out of the pandemic, the Village's housing market is very active with a low supply inventory.

Staff also led the 2020 Census awareness campaign for which the Village received a grant to produce two social media videos and print door hangers to educate residents on the importance of participating in the census. The municipal data is yet to be released, but the Village reached a census participation rate of approximately 85% when the census finally closed. Staff also worked with volunteers and hired an architectural firm on the Flossmoor History Project to inventory and document Flossmoor homes and buildings fifty years and older. This project slowed down during the pandemic and will extend into Fiscal year 2022.

The staff in this department become involved in operational areas such as personnel management, labor negotiations, risk management, communications, infrastructure, capital projects, and economic development. Following the replacement of work stations and updates to the network infrastructure in Fiscal Year 2019, replacing the Village email server and phone system were two significant technology objectives for Fiscal Year 2021 which will extend into Fiscal Year 2022 .

Committees and Commissions

The role of our resident committees and commissions is instrumental to the building and development of our community, both in physical growth as well as successful neighborhood relationships. We value the community service that these individuals provide by sharing their time and talents to better our Village. Active commissions with regard to community programming are the Community Relations Commission, Green Commission and Art Commission. In addition to regular events such as Recyclepalooza and Martin Luther King Junior Day of Service, the Village added a Brew Fest two years ago featuring Flossmoor Station and other microbreweries which will return next year. Working with the Community Relations Commission, the Village looked for additional ways to connect the Village with the community and the community with itself, through New Resident Mixers and community feature stories in our newsletter and on Facebook. The Village looks forward to the return of in-person events.

EFFECT OF THE ECONOMY

The financial impact of the pandemic has had an interesting effect on the economy. Even though the Village prepared for a loss or stagnation in various revenues that are dependent upon the regional and/or national economy, the Village has been fortunate to have experienced an increase in revenues like sales

tax which has resulted in the Village not having to make any draconian changes in service, a goal that remains prominent for the Village Board. Admittedly, not every municipality has had that experience; the Village benefited from a retailer like Meijer who never closed during the pandemic. However, as we enter a new fiscal year, inflation and an increase in the cost of living will have a direct impact on our operations and cost of service over the next year.

For several years, one of the looming threats to the Village's financial stability has been the fiscal instability of the State of Illinois, and this threat has consumed a lot of energy worrying about property tax freezes and lobbying legislators to preserve the municipal share of the state income tax. In 2019, a new Governor was able to advance a robust Capital Bill with several members initiatives, and along with new gaming revenues and the legalization of recreational cannabis, the start of the Fiscal Year 2020 looked promising for local municipalities to fund infrastructure projects and acquire new revenue. Unfortunately, the fruition of this legislative initiative did not come quickly enough. The fiscal year was overshadowed in the last quarter with a global pandemic in which Cook County and the south suburbs were a hotspot of incidences. As we once again turn over a new fiscal year, there continues to be a legislative threat to the Village's share of the state income tax which would equate to the potential loss of \$100,000; as the Village's third largest revenue source to support daily operations, this potential revenue loss is significant and as a non-home community, the Village does not have ability to recoup this lost revenue. We will not know until the end of the legislative session whether this potential loss of revenue will happen.

Locally, the Village's economy has continued to perform well, although we carefully monitor several market indicators including the number of residential foreclosure filings, the property values as reflected in the residential property sales, the number of occupied businesses, and the various revenues that track the economy. As mentioned earlier, the lack of housing inventory is a real issue in the community with local realtors reporting the available homes to show as low as eight; in the fourth quarter of the fiscal year, the number of days on the market has decreased by 13% and sales price has increased by 16%.

Despite the economic turmoil that has surrounded the Village in national, state or even local episodes over the past several years, we have been able to appropriately respond to the financial concerns that have arisen. Analyses, including the Mid-Year Financial review and the Five-Year Projection Analysis, have become paramount in closely monitoring this situation. The Village has not waited for revenues to dip to a level to no longer support Village operations, but instead has taken incremental steps to respond to any noted revenue gaps. The steps that the Village has taken have included a slowdown of our capital improvements, adjustments to fees, implementation and an adjustment to the storm water utility fee and the adoption of a non-home rule sales tax. The Village's planned approach in the midst of the pandemic has been no different, a slow down of capital improvements and capital equipment replacement prior to any cuts in operational programs and services, was the general approach.

FISCAL YEAR 2022 OVERVIEW

The Village continues to have healthy financial reserves with a projection of \$6,138,775 in General Fund balance at April 30, 2021. Of this amount, the Village's Reserve Policy will require us to dedicate \$3,451,000 for emergencies and unforeseen circumstances to meet operational needs. This policy is that 33% of expenditures as reported in the prior year CAFR be set aside and, therefore, we have seen the dollar amount fluctuate from year to year. The remaining reserve has been dedicated to finance our capital improvement program, known as the Finance and Facilities Plan. Due to the Board's conservative financing, we have been able to fund much of our capital program through this fund balance, a practice that upholds the Village Board "save then spend" philosophy.

General Fund

FY21 PROJECTED GENERAL FUND OPERATING BUDGET SUMMARY

Operating Revenues	\$10,646,531
Operating Expenditures	<u>\$10,201,912</u>
Net	\$ 444,619

For Fiscal Year 2021 we are projecting a surplus of \$444,619 in General Fund fund balance, which is significantly improved compared to a budgeted operating deficit of \$912,659, inclusive of budget amendments. Keep in mind that approximately \$437,000 of the operating deficit was attributable to last minute revenue adjustments in April 2020 during the pandemic. These adjustments included the waiver of penalties and late fees, reduction in sales tax, and reduction in local MFT to name a few.

The following is an analysis of operating revenues in Fiscal Year 2021. Property taxes are a major revenue source. The 2019 property tax levy extension was less than the 2019 levy for capped funds, all of which was absorbed by the corporate, police and fire protection levies. Additional new property from commercial development was not recognized in the 2019 levy year and a 6% drop in EAV was not anticipated. In addition, the actual levy received includes a 1% uncollectable factor resulting in the Village projecting to receive approximately \$62,000 less than budgeted for property taxes. Court fines are expected to be \$46,900 under budget; because of the pandemic, courts were closed and fewer traffic stops were occurring. The FEMA Fire SAFER Grant revenues are expected to be about \$36,000 less than budget. Further, Personal Property Replacement Tax (PPRT) is projected to be \$12,960 less than budget based on IML's estimates. Vehicle stickers are trending below budget because of COVID by approximately \$11,000; fewer stickers were sold this year, and the Village waived the late fees for the year during the shelter-in-place. With no fests and events occurring this past year, no contributions and donations were received so the Village did not realize \$14,500 in revenue. Building permit fees are projected to be about \$12,000 less than budget which is probably attributable to less activity during the pandemic. Finally, utility taxes are trending \$11,000 less than budget. This revenue is impacted by weather and the economy. A warm spring and fall in 2020 plus any user conservation during the pandemic are likely causes.

At fiscal year end, the Village is projecting an increase in other revenues compared to budget. Sales tax is a significant revenue over budget which is excellent news given our efforts to grow the Village's commercial tax base. Staff anticipates FY 21 projections to be \$270,000 greater than budget (\$84,000 of which is non-home rule sales tax) for a total of \$1.275 million in sales tax revenue. The Village benefited by having a major sales tax contributor, Meijer, never close during the pandemic and likely attracted new customers/more sales as shoppers were also likely purchasing home goods and clothing at this store when other retailers were closed. The Wayfair decision also redistributed sales tax based on delivery point; the Village is a "winner" in this case as our residents probably shop a lot online and now, that sales tax is coming to the Village. The Village has increased its sales tax by 106% since FY18; this measurement of sales tax growth is after Meijer had been open and prior to the non-home rule sales tax. In addition, the State income tax is projected to be above budget by 2% or \$119,000. This is a per capita revenue and is considered our third largest revenue source outside of property taxes and sales tax. The amount projected to receive is \$1,025,000. The local use tax is also projected to be higher than budget by \$16,000, a portion of which is impacted by the Wayfair sales tax decision.

Ambulance fees are trending higher than budgeted, and it is anticipated that the Village will realize an additional \$50,000 in revenue simply as a result of an increase in service as well as an increase in Medicaid reimbursement. The Village contracted last year with ProChamps this year to manage the registration of contact information for vacant and foreclosed properties. Along with a change in fee structure, the Village anticipates receiving an additional \$34,900 in registration fees. This vendor has managed the program well. The Village anticipated the loss of a civic contribution with the municipal electric aggregation program this fiscal year because the Exelon rate is now competitive in the market. However, with the introduction of green credits, the municipal program stayed competitive, and the Village was able to offer the program for another year as well as receive a civic contribution of \$41,895. The Fiscal Year 2021 budget assumed an interest rate of 2.4%. While yields have decreased significantly due to Federal Reserve Board action, the Village is still on track to exceed anticipated revenue by \$23,000 as most of the Fiscal Year 2021 maturities were from pre-pandemic investments. Finally, the Village has received one of two COVID related grants. The first is a Cook County allocation of CARES in the amount of \$221,790. The second is a FEMA Public Assistance Grant for which we still need to apply. We anticipate \$25,000 from those funds.

Savings in operational expenditures during Fiscal Year 2021 compared to budget is significant in the projected amount of approximately \$1,027,372. Operating expenditures were originally budgeted at

\$11,229,284 inclusive of budget amendments, and staff projects total operating expenditures to be \$10,201,912 at fiscal year-end. In addition to cautious spending due to the uncertainty of COVID, personnel vacancies and turnover in several departments had a significant impact on budget savings. Specifically, personnel turnover and vacancies in the Police, Fire and Public Works Departments had a significant impact on budget savings this year for a combined salary savings of \$260,000. Personnel related expenses in the Fire Department are also anticipated to contribute to the expense savings this fiscal year. The most significant of which is the Captain Special Shift Pay; this line item has an immature history with the recent addition of the Captain position, and staff is still attempting to calculate a realistic budget line item. As a result, the FY 21 budget is projected to have a \$31,615 savings. Some other personnel related savings is attributable to COVID. These lines include Fire and Paramedic Volunteer Call and Training, Tuition and Fees, Summer Help, Paramedic Incentive Pay and Duty Shift Program Pay which total approximately \$45,000 in savings. Across departments part-time personnel vacancies also contribute to projected savings. These are cases where positions were unfilled or budgeted hours were not expended. In total, there is a projected savings of approximately \$95,000.

Several benefit line items are impacted at least in part, by the staffing census and vacancy periods. The health insurance renewal was budgeted at a historical trend of 7.0%. The actual renewal was a decrease of 1.69%. Combined with vacant positions, the expenditure savings was \$153,000. Several other benefit lines reflect the impact of vacant positions across departments. The budget assumes full staffing while projections reflect the actual staff census. Impacted lines include FICA, Medicare, IMRF and EAP & Wellness. Combined, these lines are projected to have a savings of \$69,471. It should be noted that the IMRF contribution also included a rate decrease from 11.55% to 11.41%. The Village's workers compensation and liability insurance premiums were \$15,000 less than budget due to an improved claims experience and an improved experience modifier as well as the premium was less than the estimate provided by IRMA at the time of budget preparation.

Due to the pandemic, both Flossmoor Fest and Brew Fest were cancelled resulting in a savings of \$76,000. This expenditure was offset by supporting businesses with outdoor eating tents at a projected cost of \$50,000. Other savings due to the pandemic include no school crossing guards, fewer CSO hours and the resignation of a CSO as well as no court pay due to no court. Together, this lack of activity is anticipated to save the Village's budget approximately \$61,000.

Finally, other savings include legislative professional services (\$15,000), delayed Metra ad expenses in our Discover Flossmoor marketing program because of COVID (\$10,000), a lower contribution to our dispatch center than budgeted (\$14,800), and lower fuel expenses across departments (\$16,000).

Very few expenses are projected to be over budget for Fiscal Year 2021. As mentioned, the Village supported the business community through the pandemic with outdoor eating tents and grants to two businesses. While offset by Village events and programs cancelled, the Village expended close to \$65,000 in those efforts. Staff has tracked all of our COVID related expenses in one line item. The purchases include such items as masks, gloves, wipes, building related items like plexiglass and temperature stations. The expenses are projected to be close to \$65,000 by year end. Offsetting this cost are the COVID related grants we have received through CARES, IRMA and Assistance to Firefighters. Overtime in the Police Department is anticipated to be approximately \$26,651 more than budget due to staff shortages, staffing for the civil unrest this past summer and more buy back of compensatory time than anticipated.

The Village has been aggressively pursuing studies and grants to address stormwater management throughout the community. While we have a civil engineer on our staff who does a lot of engineering study and design in-house, there are still times when outside resources must be utilized, either for expertise or because of time. For these reasons, the professional services in Public Works is anticipated to be approximately \$17,000 more than budget. Given our success with grant awards this year, this has been money well spent. Building repairs has been a significant expenditure this year. As we have discussed, the age of the municipal complex is showing itself. A majority of repairs have included significant plumbing work, including sewer rodding, resulting in an anticipated projection of \$21,000 more than budget. With the purchase of some equipment, Public Works may be able to assume more of this routine maintenance.

The Projected Fund Balance Total Summary chart includes all non-operating and one-time capital expenditures planned for the fiscal year.

FY21 PROJECTED GENERAL FUND BALANCE TOTAL SUMMARY

Total Revenues	\$11,165,715
Total Expenditures	<u>\$10,537,137</u>
Net	\$ 628,578

Including non-operating and one-time capital expenditures for Fiscal Year 2021, the total revenues compared to total expenditures for that fiscal year results in a surplus in fund balance in the amount of \$628,578. This projection is in comparison to the budgeted use of \$2,574,721 of fund balance at the time of budget preparation, of which approximately \$1,992,001 was originally designated to pay for capital and one-time expenses. In short, a lot less capital was spent than planned with a short-term savings to the current fiscal year. The difference is mainly attributable to not completing the Water Meter Replacement Project in Fiscal Year 2021 at a budgeted cost of \$1,726,577 of which \$1,426,477 was allocated to the General Fund. Because of the impending change in water suppliers and the need to prioritize the system improvements that will be necessary, this project was not re-budgeted in Fiscal Year 2022. As mentioned earlier, this project continues to be a priority. It is a fair assumption that based on the data, the meters are an issue contributing to a decreased pumped to bill ratio. The Fiscal Year 2021 budget included \$250,000 for improvements to the Village Hall Municipal Complex. At the close of Fiscal Year 2020 the Village received unfavorable bid results and in light of the pandemic, this project was put on hold. That said, the Village must address untenable conditions in the Fire Department's women's locker room, and therefore, \$50,000 was carried over to Fiscal Year 2022. A related, but separately budgeted item is the security fence at Public Works. Because of the open material storage and the increased traffic in that area because of the Vollmer Road development, this project is still planned and re-budgeted to the new fiscal year.

The Phase I Engineering for the Brookwood Bridge and Butterfield Road Culvert is progressing and completion is anticipated by the end of this fiscal year. Phase II engineering is budgeted at \$80,400, and State Road Funds will be used to offset the costs for this project in Fiscal Year 2022. The accounting of this work is shared between the General Fund and the Storm Sewer Fund. In addition, the Village has been awarded a Cook County Invest in Cook grant to help offset the expenses of the Phase I Engineering of the CBD Roadway, Pedestrian, and Streetscape Improvements Project. This project will modernize and accentuate the Central Business District by adding parkway and crosswalk pavers, sidewalk replacement to remove tripping and other safety hazards, ADA access improvements, additional trees with tree grates, benches, bike racks, wayfinding and safety signage, and other decorative landscaping elements such as increase in open green space and gateway features. More importantly, the existing roadway and pedestrian facilities are in need of the safety improvements included within the project such as re-configured intersection geometry, improved vehicle and pedestrian sight lights, improved crosswalk configuration and crossing safety treatments, and evaluation of existing on-street parking locations. The grant covers 80% of the Phase I engineering costs of \$160,000. This phase is anticipated to be completed by the end of the year.

The Village was successful in being accepted for participation in the MWRD's Stormwater Partnership Program for stormwater improvements on Hagen Lane and Douglas Avenue. The partnership program will cover approximately \$754,000 of the \$900,000 project. Engineering began in Fiscal Year 2021 in the amount of \$58,000, a cost that goes toward our matching funds. The Village committed to \$150,000 in matching funds for the project.

One-time purchases or non-operating expenses also affect the total fund position. Two department modules were purchased in conjunction with the new financial software, a citizen request module and a community development module. This expenditure crossed fiscal years and \$13,000 impacted the Fiscal Year 2021 budget. While work on the historic building survey project was able to move forward this fiscal, some research was delayed until next year due to the pandemic. Approximately \$12,000 will be funded in the Fiscal Year 2022 budget. Finally, the Board committed to implementing GIS in Fiscal Year 2021; the

Village is twenty years behind in not utilizing this asset management system to track and analyze its various infrastructure and service issues. Given the pandemic, the Board asked staff to wait toward the end of Fiscal Year 2021 before proceeding, rightfully concerned about the economic impact of the pandemic. Due to workload, staff will not be able to pursue this initiative until Fiscal Year 2022, the funding for which has been re-budgeted. In addition, some needed furniture replacement in both the board room and committee room had been planned for Fiscal Year 2021 in the amount of \$36,000. With the pandemic and the move to remote meetings that furniture replacement has been delayed and re-budgeted for next fiscal year.

This single year snapshot analysis shows that we spent less than we budgeted. Capital one-time non-operating projects are always planned with adequate monies available. However, the reader can note the immediate financial impact of deferring capital projects and improvements as outlined in the Finance and Facilities Plan. While adequate General Fund fund balance is available today to support operating costs (and in some years through the use of fund balance) and smaller capital projects, the Village's long-term financial forecasts do not include capital improvements and demonstrate that, very quickly in the next couple of years, the Village's fund balance will dwindle, thereby affecting not only the Village's "save then spend" program to support the Finance and Facilities Plan, but also affecting the financing of operational costs. For these reasons the Village's goal to maintain a position of financial strength while identifying ways in which to pay for infrastructure investment remains a strategic priority.

The following is a summary of our General Fund Fiscal Year 2022 operating budget.

FY22 GENERAL FUND OPERATING BUDGET SUMMARY

Operating Revenues	\$11,044,975
Operating Expenditures	\$11,453,688
Net	\$ (408,713)

FY22 GENERAL FUND BALANCE TOTAL SUMMARY

Total Revenues	\$12,051,362
Total Expenditures	\$12,983,388
Net	\$ (932,026)

The Village is budgeting almost an additional \$700,000 in operating revenue in Fiscal Year 2022 compared to Fiscal Year 2021. Property taxes are budgeted at \$132,451 more than Fiscal Year 2021. The 2019 levy took the approach of maximizing the levy by including CPI increases and very little new property increment. The Center for Dental Excellence project will be less revenue for the life of the Class 8 incentive; although vacant, the bank building would have been assessed at the commercial rate and the dental expansion will now be assessed at the 10% Class 8 rate for the next ten years. Long term, the impact will be beneficial to the Village and other taxing bodies but short term, it is no revenue growth. Sales tax in Fiscal Year 2022 (including non-home rule sales tax) is anticipated to be \$403,000 more than Fiscal Year 2021 as both the Meijer and other outlots continue to perform well and now the sales tax dollars from on-line sales will be accounted for through sales tax versus the local use tax. This increase includes a small amount of new revenue from Dunkin' Donuts.

State income and local use tax is budgeted \$175,000 more than Fiscal Year 2021 based on IML per capita data. Income tax is budgeted at \$88,000 more than this year and local use tax is budgeted at \$87,000 more. This increase is despite a 5% formula reduction by the State that was initiated a few years ago and continues. The Fiscal Year 2021 budget likely underestimated ProChamps performance. The Fiscal Year 2022 budget includes a \$35,000 increase in vacant building registration fees and more closely matches the past year's performance. The Fiscal Year 2021 budget reflected the loss of the civic contribution with an anticipated end to the municipal residential aggregation program. With that program continuing, \$45,700 was budgeted for Fiscal Year 2022, which is about \$41,000 more than Fiscal Year 2021. In addition, the

Class 8 developer payments are expected to increase \$23,000 in Fiscal Year 2022 with the addition of the Alliance Medical “make whole” to the Village. Ambulance fees are also anticipated to continue to trend upward in growth with a \$19,000 budgeted increase, reflecting a closer match to the actual activity over the last two years. Cell tower lease rentals reflect an increase of \$10,000 comparing Fiscal Year 2022 to Fiscal Year 2021, a direct reflection of the lease schedule increases.

Of those revenues that are regular and reoccurring, there are only a couple major revenues that are budgeted less than Fiscal Year 2021. The budget for Personal Property Replacement Tax is \$23,000 less than Fiscal Year 2021 based on the IML estimate. Vehicle stickers are budgeted \$17,000 less than Fiscal Year 2021, reflecting a year when the Secretary of State merge does not occur. The Fiscal Year 2022 budget for building permits continues to reflect the impact of the pandemic and \$16,000 less is budgeted compared to Fiscal Year 2021. The historically low interest rates of Fiscal Year 2021 are expected to continue into Fiscal Year 2022; the Fiscal Year 2022 budget assumes a .5% investment return versus the 2.4% in Fiscal Year 2021.

There are only a few expenses less than the Fiscal Year 2021 budget. The Capital Equipment Fund is a sinking fund to steadily save for capital equipment replacements. The fund receives a contribution annually from the General Fund and Water Sewer. This year’s General Fund contribution is \$77,452 less in Fiscal Year 2022 compared to Fiscal Year 2021. Contributing to this decrease is the fact that Truck 19 which was just replaced in Fiscal Year 2020 falls off the 10-year funding schedule. Further, the Village’s contribution for worker’s compensation and general liability insurance is budgeted approximately \$85,000 less in Fiscal Year 2022. The budget is based on a 5% premium increase along with a slight decrease in our claim experience modifier due to a lower 3-year trend. However, the main driver in the variance is an IRMA Board decision to utilize the rate stabilization fund which contributed to a significant increase in the available surplus which reduced premiums for 2022. The IRMA Board was trying to be sensitive to the economic impacts of COVID on municipal budgets, which is well intentioned, but the Village can expect to see an increase in Fiscal Year 2023 as rates return to “normal.” Next, health insurance is budgeted \$11,000 less in Fiscal Year 2022 compared to Fiscal Year 2021. This reflects a Flossmoor trend of 6.5% compared to the general medical trend of 11%. Professional services in the Fire Department will include only one testing process in Fiscal Year 2022 compared to the two testing/recruitment processes in Fiscal Year 2021, thereby reducing the budget by \$25,000.

One of the most significant expenses in recent years has been the General Fund contribution to the Annual Street Maintenance Program. For a number of years, the Village’s Motor Fuel Tax (MFT) Fund has not been able to sustain an adequate annual resurfacing program, and therefore the Village Board has allocated General Fund monies for the past few years to supplement the program. That contribution has ranged from \$137,000 to \$250,000. In Fiscal Year 2021 the Board committed \$150,000 in General Fund monies to be able to fund a \$450,000 program. As a result of the financial impact of the pandemic, staff proposed and the Board agreed to two smaller resurfacing programs, the first of which was fully funded by MFT funds in order to preserve any General Fund contribution to the street resurfacing program as part of the pandemic contingency plan. At fiscal year end, the General Fund monies for the Annual Street Maintenance Program had yet to be spent and the Board decided to carry those monies over to Fiscal Year 2022 to add to the resurfacing program funded by the bond monies. The Village is hopeful that following the bond program, both the increase in the State’s MFT formula and the establishment of a local MFT will help fund the annual street resurfacing program moving forward.

There are a few expenditures that are budgeted in Fiscal Year 2022 greater than what was budgeted in Fiscal Year 2021. For instance, a new line item beginning with the Fiscal Year 2021 budget was “COVID expenses” to account for the PPE and related supplies as described above. The need to incur these expenses in Fiscal Year 2022 is anticipated and another \$20,000 was budgeted.

The Village’s information technology network is an integral part of our infrastructure to accomplish daily business across all departments. The annual software subscription maintenance increased across all departments to support general network software. Additions to the network include an email archiver, an upgrade to Outlook 365 and next generation ransomware protection. Generally, more of our network that would have been hardware based and funded through the Capital Equipment Fund is now cloud based subscription software and impacting the General Fund’s operating expenses. Overall, software

maintenance increased about \$15,000 from Fiscal Year 2021 to Fiscal Year 2022. In addition, reviewing historical trends of the professional services budget in Public Works for engineering services combined with the number of projects the department is undertaking gave cause to adjust the Fiscal Year 2022 budget to a more realistic amount, thereby increasing the budget by approximately \$12,000.

Because of the cautious spending during the pandemic in Fiscal Year 2021, there are several expenses that were delayed and carried over to Fiscal Year 2022. Specifically, the adopted budget includes approximately \$287,331 in carryovers to Fiscal Year 2022, including \$150,000 in street resurfacing and \$47,331 in sidewalk replacement.

Finally, the Fiscal Year 2022 budget includes several capital one-time non-operating expenses including funding associated with the Brookwood Bridge and Butterfield Road Culvert Reconstruction construction, the cost of which 25% is funded with General Fund monies and 75% is funded with Storm Sewer funds. These costs are offset with grant monies. In addition, construction of the Hagen Lane and Douglas Avenue storm sewer improvements are anticipated in Fiscal Year 2022. The MWRD grant offsets a majority of those costs, but the Village has committed \$150,000 as a local match of which \$92,000 will impact the Fiscal Year 2022 budget. The water supply improvements mentioned in the earlier discussion on a change in water supplier need to be accomplished well in advance of December 2022 and will be partially contingent on the infrastructure built in Homewood and the terms of our contract. Improvements include the upgrade of pumps at the Vollmer Road reservoir, an upgrade to the Village's SCADA system and the removal of the Sterling Avenue water tower. About \$455,000 in expenses are included in the Fiscal Year 2022 budget.

The Village also anticipates the construction of the Berry Lane Drainage Improvements as the first phase of the Flossmoor Road Viaduct Improvements. The project includes storm sewer improvements to the Berry Lane area in the Heather Hill neighborhood. These improvements will tie into the proposed Flossmoor Road Viaduct improvements on Sterling Avenue, which will all lead to a proposed retention reservoir behind the Heather Hill Elementary School. The improvements will also include the replacement of the water main on Berry Lane, permeable pavers on Berry Lane and stormwater storage under the pavement. Green infrastructure grants/partnerships from the MWRD and IEPA will fund the green infrastructure components and a Section 219 grant from the ACOE will fund a majority of the construction. It is anticipated that \$500,000 from the 2021 Street and Storm Sewer Improvement Fund will be allocated to this phase. Other one-time non-operating expenses include finishing the historic building survey, Public Works work order software and the replacement of some Board and Committee Room furniture.

For several years, the Village Board and staff have discussed that the MFT Fund has become financially stressed, and the Village's investment in the annual Street Resurfacing Program continues to not provide the same value for several years now, resulting in less than two miles of paved streets annually. A recent pavement analysis report of all public and private streets in the Village states a nearly \$20 million need in investment. As discussed, in recent years, the Village has budgeted additional monies for the annual Street Resurfacing Program in the General Fund, which also occurred this year. The MFT budget includes additional revenues as a result of a legislative change in the MFT rate as of last year which was long overdue. With the G.O. Bond and the General Fund set aside monies available to support a comprehensive street resurfacing program, the Village Board decided to let the MFT fund accumulate fund balance to support future years' work once the comprehensive program is complete.

The reader will note that the Capital Plan identifies a handful of other capital infrastructure projects that are dependent upon an outside financial source such as the Phase IV Sanitary Sewer Rehabilitation Project, Dartmouth Bike Bridge and Bank Stabilization Project, and the Phase II engineering for the Central Business District Roadway, Pedestrian and Streetscape Improvements.

The following analysis demonstrates our inability to find "new" money to maintain the ever-rising operating costs to provide today's services. This analysis is noteworthy to demonstrate the significant allocation of resources in a service-oriented industry like local government. With the removal of our major fixed costs (personnel, health and liability insurance, benefits and contract personnel), we are operating the Village on \$931,598. Our major fixed costs represent approximately 92% of our operating expenses. Interestingly, from year to year, despite budget fluctuations, this fixed cost percentage remains fairly constant, although

this is the lowest percentage it has been for a number of years. In a financial response to the pandemic, should the Village exhaust options like deferring capital projects and equipment, the reader can see how quickly the Village would need to redefine services to have a meaningful impact on operating expenses, if needed.

FY22 GENERAL FUND OPERATING COSTS LESS MAJOR FIXED COSTS

Operating Expenditures	\$11,453,688
Personal Services	(\$ 6,511,671)
Fringe Benefits	(\$ 3,288,419)
Fire Contract Personnel	(\$ 560,000)
IRMA Premiums	(\$ 162,000)
<u>Net</u>	<u>\$ 931,598</u>

Water/Sewer

The following is a summary of our Water/Sewer Fund operating funds for Fiscal Year 2021 followed by a summary for the fund in total.

FY21 PROJECTED WATER/SEWER OPERATING BUDGET SUMMARY

Operating Revenues	\$3,748,980
<u>Operating Expenditures</u>	<u>\$3,750,092</u>
Net	(\$1,112)

FY21 WATER/SEWER TOTAL FUND SUMMARY

Total Revenues	\$3,748,980
<u>Total Expenditures</u>	<u>\$4,043,474</u>
Net	(\$294,494)

The health of the Water and Sewer Fund is largely dependent upon the purchase cost of water and water sales. The improvement in the Water and Sewer Fund’s financial health in the last two years was a significant and welcome turnaround only to be followed by a decrease in the purchased to bill ratio from 83% to 75% in calendar year 2020. The next priority in improving the financial health of the Water and Sewer Fund is to replace the residential (small) meters with the newer technology. Considering high water rates and the community-wide impact of accounting for unbilled water, water meter replacement should remain a top priority despite the significant cost. Based on the performance of the large meter project, we believe that the project will pay for itself over time. However, the Village has proceeded with a new financial software system this past year, and to convert the utility billing data at the same time as the billing software would have inevitably created unmanageable challenges. In addition, Public Works must remain focused on transitioning water suppliers by the end of calendar year 2022 which will inevitably include capital improvements in the system. That said, when the project is completed, we remain confident that replacing these meters will have a positive impact on the purchased to bill ratio.

Further, “pass through” supply costs from both Chicago and the City of Harvey over the past several years have forced the Village to increase the rates. The Fiscal Year 2021 budget included only a sewer rate increase that funded a sewer operating deficit; no rate increase was passed on to cover the Chicago and Harvey rate increases scheduled in Fiscal Year 2021. Consideration of a rate increase was delayed in Fiscal Year 2021 because of the pandemic; rate increases were considered in the summer, and the Board was sensitive to the impact of the pandemic on household expenses. The “pass through” supply costs from Chicago and the City of Harvey contribute to the basic financial maintenance of the fund. While large Chicago increases were felt in the last decade, making it difficult to adjust our rates to collect for future

capital improvements, positive news was received in 2017 when Chicago committed to rate increases consistent with CPI for the near future. With two years left on our current supply contract, the Village has been evaluating water supply options given the current instability in Harvey's management of its operations and the future impact of the Harvey fund going into receivership. This past fiscal year the Village decided to pursue a contract with Homewood who is connecting with Chicago Heights who receives water supply from Hammond.

The Village's Water and Sewer Fund is projected to end Fiscal Year 2021 with a nearly break even operating position. The total fund deficit is a draw down of fund balance for the water supply feasibility study. For Fiscal Year 2021, water supply costs are projected to be approximately \$20,000 over budget, and combined water and sewer sales are trending downward with a projection of receiving \$50,000 less than budget. Factors influencing water sales include weather patterns, user conservation in a COVID economy, the Village Board not passing through the Harvey and Chicago increases in any particular year and any vacant properties. For Fiscal Year 2022, staff is budgeting \$24,000 less in sales, while water supply costs are budgeted for Fiscal Year 2022 to be \$41,000 more than Fiscal Year 2021 based on usage trends and rate increases from Harvey and Chicago. The traction in the turnaround in the health of this fund had been encouraging these past couple of years until this year. The slip in the billed to purchase ratio, which is one measure of health, is discouraging. A review of actual water pumpage from Homewood shows a significant decrease over the last three fiscal years. The Village must make the replacement of the meters a priority in the near future.

The Village has spent several years focusing on the overall financial stability of the Water and Sewer Fund, especially with regard to its support of water and sewer capital improvements. Generally, going back to Fiscal Year 1999, the Sanitary Sewer Rehabilitation Fund was no longer able to support the Water and Sewer Fund as it became the repayment source for the low-interest IEPA loans. The Water and Sewer Fund total fund balance has been decreasing with exceptions in Fiscal Years 2006 through 2008 and 2011, as well as 2014 through 2018 related mainly to the bond issue that financed Water Main Improvement Program. The unrestricted net assets, i.e. the operating component, has been in a pattern of general decline since Fiscal Year 1999, while the capital assets have generally declined throughout with a few exceptions thereby affecting the Fund's ability to keep pace with needed capital replacement and investment. Over the last decade, the overall problem has been compounded with a declining net unrestricted assets (fund balance) reflecting an accelerated decline in the poor billed (revenue) to purchased (expense) ratio. Since 2004, the Village's water rate increase has generally accounted for pass through supply rate increases and/or operating expenditures and/or funding reserve policy deficits. Therefore, making the needed investments in anticipation of returning to a positive financial performance is crucial.

The following is a summary of the Fiscal Year 2022 Water/Sewer Fund budget.

FY22 WATER/SEWER OPERATING BUDGET SUMMARY

Operating Revenues	\$3,846,620
Operating Expenditures	\$3,676,206
Net	\$ 170,414

FY 22 WATER/SEWER TOTAL FUND SUMMARY

Total Revenues	\$3,846,620
Total Expenditures	\$3,696,206
Net	\$ 150,414

The Fiscal Year 2022 Water and Sewer fund is budgeted with a modest operating surplus with no capital projects currently allocated to the budget. The \$300,000 allocated for the water meter replacement project was not included in Fiscal Year 2022, and the capital improvements for the change in water supplier are budgeted in the General Fund. In recent years, because of the declining fund balance in the Water and Sewer Fund to support operational costs, staff has only advanced mandated capital projects impacting the Water and Sewer Fund (the Water Main Improvement Program bonds are accounted for in a separate fund).

CAPITAL EQUIPMENT FUND

In order to control fluctuations in capital equipment spending and to provide the basis of long range financial planning, the Village developed a Capital Equipment Fund. This fund receives an annual contribution, or revenue source, from the General Fund and Water/Sewer Fund to save for future equipment needs. This plan ensures that the Village makes a constant and relatively consistent savings to meet tomorrow's equipment needs. This fund is based on a ten-year replacement schedule for existing equipment. All non-computer equipment listed in the schedule is for replacement items estimated to cost \$5,000 or greater, and new equipment above and beyond our current inventory must be approved separately. The fund also includes computer equipment as well as building maintenance items such as painting, carpeting, etc. Both the Equipment Replacement Schedule and Fund are reviewed and considered each fiscal year as part of the budget process. No replacement is automatic but, instead, our staff diligently assesses our ability to continue to maintain a piece of equipment for another year versus the purchase of new equipment.

The reader will note that several pieces of equipment were budgeted in Fiscal Year 2021, not replaced and re-budgeted in Fiscal Year 2022. With the unpredictable economic impact of COVID, staff took a very conservative approach to capital replacement this year, delaying and deferring as we could. It will be important to resume our replacement schedule in order to preserve the integrity of the purpose of the fund.

This year, the equipment schedule includes the following public works vehicles: a one ton dump truck and plow and a combination sewer jetter/vacuum truck (replacing a sewer jetter truck). Also included is the replacement of the original Village Hall generator as well as the generator at Public Works. New to the schedule is the purchase of a pipe inspection camera for infrastructure inspections and repairs as well as municipal building plumbing. With this purchase, the department will be able to save on contractor costs. A few pieces of Public Works equipment will be deferred to Fiscal Year 2023 including a 5 yard dump truck with a plow and spreader, a one ton dump truck with a plow, a pick up with a utility box and hoist, a tractor mower, a riding zero mower and the water leak step van.

A few years ago, staff added back-up generators for the sanitary sewer lift stations in the capital equipment schedule and placed them on a 20-year schedule. Staff re-prioritized the installation schedule this year with the installation at the Butterfield Lift Station and Meinheit Booster Station in Fiscal Year 2023 and the remaining generators in Fiscal Year 2024 and Fiscal Year 2025.

The only vehicle replaced in Fiscal Year 2021 in the Police Department was the supervisor patrol vehicle. The two police administrative vehicles and the two squads that were planned to be replaced were deferred and are re-budgeted for Fiscal Year 2022. Both of those current vehicles will be pushed down into the fleet to replace older vehicles that can incur higher maintenance costs for repair. Fire Car 119, which had been previously deferred was deferred again in Fiscal Year 2021 is scheduled to be replaced. Finally, the Village Manager's car, which has been previously deferred for two years is not being replaced but rather added to the pool of fleet vehicles.

Other Police equipment included in the Fiscal Year 2022 are the replacement of the CCTV system (originally to be replaced in Fiscal Year 2021); our current closed camera system is outdated with analog cameras that are showing signs of wear. In addition, we need to expand the system to be able to watch additional areas, like public works. A new item, body cameras, were added to the fund starting in Fiscal Year 2022. This year, the Police Department piloted a body camera system that works in conjunction with the in-car camera system. The staff would like to move forward with that system which will cost about \$15,000 in camera equipment and about \$13,000 annually in video cloud storage. Body cameras have been added to the fund moving forward in conjunction with the replacement of the in-car camera system.

The recently passed Police Reform Legislation requires body cameras by 2025. Many departments, including Flossmoor, have had intentions of moving forward with these systems prior to the legislation. While we are still committed to introducing this equipment next year, we are still becoming educated on the reform legislation and any trailer bills which may be passed as well.

Last year, the schedule was modified to include the replacement of police radios, an item not previously budgeted as the radios were purchased county-wide with a Homeland Security Grant several years ago. As a result of Cook County's decision to move to a new technology in last year, the Village had to upgrade and replace all of our radios which was completed within budget. The Police breath analysis equipment, pistol range equipment, AED units, and a Police copier are in good condition and continue to be deferred.

The Fire Department's cardiac monitors and three AED units will be replaced by fiscal year end as planned. The Village finally received its new aerial ladder truck, Truck 19, and although it was paid for at the time of order, it was finally expensed in Fiscal Year 2021 upon receipt.

A project deferred for several years is the replacement and upgrade of the Village's financial software. Our now-previous product, MSI, was purchased by Harris several years ago, and the product was being phased out at the time. The vendor selection, award of contract, and implementation has phased two fiscal years. Implementation is still on-going as the kinks are worked out and customer options are added, like online water billing, permitting and invoicing payments.

Office equipment scheduled for replacement next year include the replacement of two laptops, a heavy duty laser printer in Finance and the Public Works plotter and copier. The ten-year computer equipment schedule was modified to include the replacement of two laptops in Fiscal Year 2024 and Fiscal Year 2029.

The last couple of years have included various network and technology upgrades, and remaining network infrastructure replacement will be completed in Fiscal Year 2022. Completing the technology enhancements is the planned replacement of the Village Hall phone system which will include an assessment of a VOIP platform; this project began in Fiscal Year 2020 and will be completed in Fiscal Year 2022. Staff is close to selecting a vendor, and we expect the cost of the equipment and service to be within budget.

Additional capital equipment projects relate to the municipal building maintenance. The replacement of carpet, which had been planned and saved for since Fiscal Year 2015, needs to be completed in Fiscal Year 2022. The replacement of the Municipal Complex roof at a budgeted cost of \$600,000 also had been planned for in Fiscal Year 2020 and now deferred to Fiscal Year 2022 must also be completed. Monies have also been set aside to complete some interior and exterior painting, masonry repairs as well as seal coating and striping the parking lot. Maintenance monies set aside for plumbing and hardware replacement have been deferred. The budget also includes funding for the replacement of the Fire Department Bay floor which is also being deferred because it is in good condition. As an aside the operating budget includes additional monies for board room audience chairs and committee room furniture (tables), which had been deferred during Fiscal Year 2021. The bay floor rehab at Public Works will be deferred to Fiscal Year 2024 with a revised budget and placed on a ten-year schedule.

About five years ago, the Village Board and staff worked with Linden Group to assess the Village Hall facility and plan for the future. As a 40-year-old building, there are space, storage and functional deficiencies that need to be addressed. While basic maintenance and routine replacement of fixtures occurs through our Capital Equipment Fund, there are several "big ticket" maintenance and improvement issues that were identified. The Fiscal Year 2020 and 2021 budget included Finance and Facilities Plan funds to complete smaller scale building improvement projects such as security enhancements, restrooms and locker rooms; following the higher than anticipated bids for these projects, that work was tabled. While some of the identified improvements may not be able to be addressed, staff is identifying "must do" projects like security and addressing deficiencies like rehabbing the Fire Department's women's locker room, a project which will be completed this spring/summer.

Replacement costs continue to be upgraded throughout the schedule and several continue to become more expensive, such as fire engines, vehicles and building maintenance. In recent years, new items have been

added to the schedule including building generators at Public Works and at the sewer lift stations. The cost of the fund continues to grow as equipment becomes more expensive, more technology is relied upon to complete our work, and as our budgeting and replacement schedule becomes more sophisticated. In some years, we have seen larger contributions from the General Fund and Water Sewer Fund to accommodate a significant amount of replacement items. Staff has evaluated pulling certain costs out of this budget, which obviously creates an immediate financial relief to the General Fund and Water/Sewer Fund; however the funding for these items would still need to be identified. Further, this type of plan modification erodes at our “save then spend” philosophy. Staff will continue to evaluate whether any modifications should be considered to this fund.

FINANCE AND FACILITIES PLAN

At the end of the budget, the reader will find a copy of this year’s Finance and Facilities Plan which details the Village’s capital projects over the next three years, many of which are discussed above. The purpose of the plan is to identify and plan for the improvement of important infrastructure needs. By planning for these improvements before they become emergencies, the Village has been able to develop a savings plan to cover the costs of these major projects without incurring debt and still maintaining day-to-day services.

At the conclusion of the Capital Plan is a listing of future Finance and Facilities Program projects for which funding still needs to be identified. This summary will be very beneficial in planning for the future.

As appropriate, the Village pursues available federal, state, and other grant funds to assist with the financing of these large capital projects. In the Finance and Facilities Plan, the reader will note some of the recent grant opportunities the Village has received.

SUMMARY

	Revenues	Expenditures	Allocated Fund Balance*
General	\$12,051,362	\$12,983,388	\$932,026
Water Operations	\$2,935,680	\$2,809,061	-
Sewer Operations	\$910,940	\$887,145	-
Sanitary Sewer Rehabilitation	\$1,828,060	\$1,740,945	-
Storm Sewer	\$564,980	\$553,003	-
Capital Equipment	\$780,682	\$1,781,700	\$1,001,018
Municipal Parking Lots**	\$193,270	\$153,400	-
Motor Fuel Tax	\$317,505	\$100,015	-
Fire Pension	\$502,872	\$375,811	-
Police Pension	\$2,826,672	\$1,409,380	-
11-501 (J) Fund	\$1,500	\$3,000	\$1,500
9-1-1	\$178,075	\$178,075	-
Debt Service	\$1,086,655	\$1,088,155	\$1,500
TIF Area #1	-	-	-
Drug Forfeiture	\$2,000	\$1,500	-
Public Art Program	\$8,300	\$14,290	\$5,990
Foreign Fire Insurance	\$19,500	-	-
Public Safety Donations	\$700	\$2,100	\$1,400
Rebuild Illinois Bond	\$207,905	-	-
2021 Streets & Storm Sewer Improvements	\$22,000	\$3,382,764	\$3,360,764
2021 G.O. Refunding Bonds	-	-	-
FEMA Fire Station Alerting	-	-	-
Library	\$1,495,098	\$1,559,492	\$64,394
TOTAL	\$25,933,756	\$29,023,224	\$3,089,468

*Each fund has adequate fund balance to cover each respective revenue gap.

**The Municipal Control and the Grant Controlled Parking Funds were consolidated in FY 2021 into the Municipal Parking Lots Fund.

The Village should be proud of its many accomplishments over the last year to better our community. Flossmoor continues to be a full service Village with strong financial management, efficient service delivery, high customer service response, positive community relations, neighborhood pride, art and culture. Despite the anticipated challenges this new fiscal year will bring, staff looks forward to entering Fiscal Year 2022 continuing these traditions, working with the Board and community to uphold our excellence in local government management, and continuing to be a community that pursues progress.

Finally, I would like to extend a heartfelt thanks to those who have contributed to the budget process. The development of the Fiscal Year 2022 budget could not take place without the commitment and cooperation of many Village employees and the Board of Trustees. The formulation of the budget is a collaborative process that involves all Village departments. Many thanks are extended to the department directors and their staff for the cooperation and diligence in not only compiling their budgets but also reviewing ways in which to reduce expenditures, improve operations and, ultimately, provide the highest quality of service to Flossmoor residents.

I would also like to thank the Village Board for the responsible manner in which they conduct the fiscal affairs of the Village. Their careful review and prudent decisions have strengthened the Village's budget process and created a culture of strong financial management. We look forward to working with the Village Board in implementing the initiatives outlined in this budget.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Bridget A. Wachtel".

Bridget A. Wachtel
Village Manager

REVENUE HISTORY AND PROJECTIONS

ACCOUNT #	TAXES	BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
01-00-1-401	Property Taxes - Corporate	926,122	945,283	953,837	918,336	890,708
01-00-1-402	Property Taxes - Police	1,267,854	1,291,693	1,304,062	1,254,407	1,218,474
01-00-1-403	Property Taxes - Fire	1,267,854	1,291,693	1,304,062	1,254,407	1,218,474
01-00-1-404	Property Taxes - Work. Comp/Liability Insurance	255,334	215,717	219,076	213,193	237,858
01-00-1-405	Property Taxes - Auditing	38,929	36,372	36,938	33,568	31,189
01-00-1-406	Property Taxes - Soc. Sec./Medicare	294,742	285,448	289,893	265,004	242,659
01-00-1-407	Property Taxes - IMRF	238,626	241,676	245,439	209,854	193,133
01-00-1-408	Property Taxes - Police Pension	977,263	805,475	818,019	658,931	668,144
01-00-1-409	Property Taxes - Fire Pension	363,742	323,014	326,689	242,335	203,934
01-00-1-410	Road and Bridge Taxes	120,000	114,400	120,000	105,510	102,950
01-00-1-411	Utility Taxes	491,000	486,000	497,000	478,542	511,157
01-00-1-412	Telecommunications Taxes	179,000	179,000	175,000	181,329	225,776
01-00-1-413	Video Gaming Taxes	9,600	7,820	7,200	12,057	9,024
01-00-1-414	Pers. Prop. Replacement Tax - Corp.	38,200	46,000	58,900	52,268	38,424
01-00-1-415	Pers. Prop. Replacement Tax - Police Pension	4,200	5,100	6,500	5,845	4,269
01-00-1-416	Sales Taxes	1,045,000	947,000	761,000	835,382	815,525
01-00-1-417	Non-Home Rule Sales Tax	500,000	471,000	387,000	435,758	328,668
01-00-1-418	State Income Tax	994,000	1,025,000	906,000	1,025,750	918,850
01-00-1-419	Local Use Tax	397,000	326,000	310,000	326,562	279,823
01-00-1-420	Local Motor Fuel Tax	33,400	27,800	25,600	0	0
01-00-1-421	State Cannabis Tax	7,600	5,980	5,000	1,995	0
01-00-1-422	Local Cannabis Tax	0	0	0	0	0
TOTAL TAXES		9,449,466	9,077,471	8,757,215	8,511,033	8,139,037

LICENSES & PERMITS						
01-00-2-420	Vehicle Stickers	206,000	212,000	223,000	140,195	233,701
01-00-2-421	Animal Licenses	13,700	15,000	15,800	7,995	15,281
01-00-2-422	Liquor & Restaurant Licenses	12,600	12,500	14,600	3,050	12,200
01-00-2-423	Scavenger Licenses	630	750	670	250	1,000
01-00-2-424	Yard Waste Stickers	140	140	150	109	148
01-00-2-426	Raffle Licenses	300	0	410	425	500
01-00-2-427	Alarm Permits	3,780	3,780	3,560	2,950	4,580
01-00-2-428	Fence Permits	3,880	6,100	3,600	3,000	3,600
01-00-2-429	Occupancy Permits	1,400	1,400	1,600	1,150	1,600
01-00-2-430	Building Permits	61,000	64,300	77,000	62,138	74,626
01-00-2-431	Electrical Permits	9,500	10,500	18,500	16,700	18,845
01-00-2-432	Plumbing Permits	8,870	5,800	10,600	8,768	10,980
01-00-2-433	Beekeeping Permits	150	75	600	75	0
01-00-2-434	Small Wireless Facility Permits	0	0	2,000	0	0
01-00-2-435	Video Gaming Permits	250	250	200	0	250
TOTAL LICENSES & PERMITS		322,200	332,595	372,290	246,805	377,311

INTERGOVERNMENTAL & GRANTS						
01-00-3-440	IDOT-Brookwood Bridge/Butterfield Crk Grant	20,100	11,182	30,502	0	992
01-00-3-441	FEMA-Fire SAFER Grant	88,787	118,722	155,292	165,400	52,891
01-00-3-442	Cook Co - Inv in Cook CBD Grant	40,000	85,465	85,465	35,197	44,800
01-00-3-443	Cook Co - Census Awareness Grant	0	11,335	0	9,898	0
01-00-3-444	HHS Cares Act Stimulus-Amb Bill	0	0	0	8,847	0
01-00-3-444	IRMA-PPE Grant	0	2,500	0	0	0
01-00-3-445	Cook Co/FEMA-CARES Grant	0	221,790	0	0	0
01-00-3-446	DCEO-Brookwood Bridge/Butterfld Crk Grant	0	0	0	(3,969)	0
01-00-3-447	OJP Bulletproof Vest Grant	1,500	680	680	558	0
01-00-3-448	SD161 Communications Mgr Reimbursement	45,000	45,700	42,000	43,874	25,980
01-00-3-449	Library Reimbursement	3,630	7,200	3,680	0	3,709
01-00-3-450	FEMA-Public Asst COVID Grant	20,000	0	0	0	0
01-00-3-451	MWRD - Hagen Ln/Douglas Ave Grant	754,000	0	0	0	0
TOTAL INTERGOVERNMENTAL & GRANTS		973,017	504,574	317,619	259,805	128,372

REVENUE HISTORY AND PROJECTIONS

<u>ACCOUNT #</u>	<u>CHARGES FOR SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
01-00-4-450	Flossmoor Fest Fees	4,720	0	4,500	4,226	5,538
01-00-4-451	Ambulance Fees	369,000	400,000	350,000	384,537	354,615
01-00-4-452	Zoning and Subdivision Fees	2,180	1,540	2,600	1,500	2,700
01-00-4-453	Architectural Advisory Review Fees	0	0	0	0	0
01-00-4-454	Sales - Copies and Publications	1,310	1,400	1,280	1,452	1,238
01-00-4-455	Elevator Inspection Fees	2,940	2,940	2,870	2,580	1,955
01-00-4-456	Public Works Inspection Fees	11,240	14,540	11,240	9,100	11,710
01-00-4-457	Vacant Building Registration Fees	47,000	46,950	12,000	47,620	7,500
01-00-4-458	Health Inspection Fees	6,220	2,990	7,320	7,245	7,450
01-00-4-459	Village Building Rentals	420	0	1,100	975	125
01-00-4-460	Share the Cost Tree Program	0	0	0	6,338	1,868
01-00-4-461	Accident Response Fees	3,970	2,280	5,090	5,268	2,571
01-00-4-462	Weed Cutting Charges	1,200	800	1,440	1,757	1,315
01-00-4-463	Animal Shelter Fees	600	220	910	195	390
01-00-4-464	Excess Alarm Charges	5,560	4,840	6,110	6,800	3,950
01-00-4-465	Communty Relations Programs	0	0	0	0	0
01-00-4-466	Flossmoor Brew Fest Revenues	9,300	0	9,300	9,301	9,307
01-00-4-467	Special Police Services	24,100	21,700	28,000	32,851	23,434
	Crossing guards, misc.					
01-00-4-468	Special Fire Services	127,000	124,000	124,000	159,181	103,244
	Sunnycrest, Flossmoor CC, Sunrise, Ingalls					
01-00-4-469	Public Works Engineering Fees	0	0	0	0	0
	TOTAL CHARGES FOR SERVICES	616,760	624,200	567,760	680,926	538,910
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	<u>FINES AND FORFEITURES</u>					
01-00-5-470	Court Fines	116,000	65,600	112,500	111,049	114,022
01-00-5-471	Forfeitures	0	0	0	0	0
01-00-5-472	Administrative Tow Fees	20,000	17,100	18,800	22,500	35,000
01-00-5-473	Nuisance Property Fees	0	0	500	0	0
	TOTAL FINES AND FORFEITURES	136,000	82,700	131,800	133,549	149,022
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	<u>MISCELLANEOUS REVENUES</u>					
01-00-6-480	Interest Earnings	29,000	64,000	41,000	181,122	137,270
01-00-6-481	Unrealized Gains/Losses-Investments	0	0	0	15,277	5,997
01-00-6-482	NSF Fees	60	60	60	72	27
01-00-6-483	Cable Franchise and Service Provider Fees	192,000	190,000	196,000	195,537	197,290
01-00-6-484	Gasoline Tax Rebate	1,400	1,120	1,120	2,166	1,694
01-00-6-485	Equalization Fees	700	320	0	0	343
01-00-6-486	Miscellaneous Income	2,200	2,670	2,110	889	2,596
01-00-6-487	Contributions/Donations	14,500	0	14,500	14,556	16,375
01-00-6-489	Sale of Village Property	0	0	0	736	25,000
01-00-6-490	Tower Lease Rental Payments				166,563	167,678
	Verizon Wireless	67,725	59,815	59,815		
	Sprint	62,553	62,553	62,553		
	T-Mobile	54,831	52,722	52,722		
01-00-6-491	Electric Aggregation Program Civic Contribution	45,700	41,895	4,000	25,768	28,502
01-00-6-492	Class 8 Developer Payments				53,516	
	Ingalls - through 2024	67,760	67,510	58,000		49,664
	Alliance Real Estate - through 2032	14,240				
	TOTAL MISCELLANEOUS REVENUES	552,669	542,665	491,880	656,202	632,438

REVENUE HISTORY AND PROJECTIONS

<u>ACCOUNT #</u>	<u>CHARGES FOR SERVICES</u>	<u>BUDGET 21-22</u>	<u>PROJ'D 20-21</u>	<u>BUDGET 20-21</u>	<u>ACTUAL 19-20</u>	<u>ACTUAL 18-19</u>
	TRANSFERS					
01-00-9-420	Transfer from Working Cash	1,250	1,510	8,000	9,253	10,598
01-00-9-421	Transfer from FEMA Fire MDT Grant	0	0	0	5,330	0
	TOTAL TRANSFERS	1,250	1,510	8,000	14,583	10,598
	TOTAL GENERAL FUND	12,051,362	11,165,715	10,646,564	10,502,903	9,975,686
	EXPENDITURES ALLOCATED FROM OR (SURPLUS POSTED TO) RESERVES:					
	OPERATING	408,713	(444,619)	912,659	90,103	61,035
	CAPITAL/NON-OPERATING	523,313	(184,959)	1,604,062	(137,369)	78,084
	TOTAL GENERAL FUND INCLUDING ALLOCATED FROM/SURPLUS TO RESERVES	12,983,388	10,536,137	13,163,285	10,455,637	10,114,805

GENERAL FUND SUMMARY (PROJECTIONS FY21)

CATEGORY	LEGISLATIVE	EXECUTIVE	FINANCE	LEGAL SERVICES	PLANNING & ZONING	POLICE	PUBLIC SAFETY RECEPTION AND RECORDS	FIRE	INSPEC. SERVICES	PUBLIC WORKS ADMIN.	BUILDING MAINT.	STREETS & GROUNDS	TOTALS
FULL TIME	0	375,462	500,754	0	78,338	1,983,805	255,667	559,391	126,066	202,126	0	847,699	4,929,308
PART TIME	57,600	63,599	2,400	0	0	26,522	99,000	386,542	44,773	7,000	0	15,500	702,936
SICK LEAVE BUY BACK	0	1,500	6,157	0	0	15,877	3,030	4,971	400	3,043	0	3,429	38,407
OVERTIME	0	0	7,150	0	0	126,651	9,100	2,500	0	2,000	0	37,789	185,190
PERSONAL SERVICES	57,600	440,561	516,461	0	78,338	2,152,855	366,797	953,404	171,239	214,169	0	904,417	5,855,841
FRINGE BENEFITS	6,107	112,608	248,104	0	15,657	1,380,766	130,400	475,604	28,486	66,564	0	360,264	2,824,560
COMMODITIES	4,875	5,432	20,010	0	578	81,675	0	110,005	6,472	6,535	23,110	52,188	310,880
CONTRACTUAL	145,400	27,424	81,055	179,100	7,912	49,908	92,156	653,737	28,790	58,053	55,456	445,156	1,824,147
TRAINING	9,600	7,435	4,240	0	550	17,000	0	30,800	1,470	1,400	0	1,800	74,295
MAINTENANCE	0	24,844	77,380	0	954	56,950	9,268	98,900	5,538	24,193	86,464	162,385	546,876
CAPITAL OUTLAY/NON-OPERATIN	16,060	65,000	0	0	15,400	0	0	0	32,310	166,456	40,000	0	335,226
TRANSFERS	(41,290)	559,998	(275,643)	(17,704)	(15,211)	(81,848)	(77,125)	(70,957)	(22,824)	(227,204)	(48,891)	(915,989)	(1,234,688)
TOTAL FUNCTION	198,352	1,243,302	671,607	161,396	104,178	3,657,306	521,496	2,251,493	251,482	310,165	156,139	1,010,221	10,537,137
TRANSFERS	41,290	(559,998)	275,643	17,704	15,211	81,848	77,125	70,957	22,824	227,204	48,891	915,989	1,234,688
GRAND TOTAL +/-													
TRANSFERS	239,642	683,304	947,250	179,100	119,389	3,739,154	598,621	2,322,450	274,306	537,369	205,030	1,926,210	11,771,825

GENERAL FUND SUMMARY (BUDGETED FY22)

CATEGORY	LEGISLATIVE	EXECUTIVE	FINANCE	LEGAL SERVICES	PLANNING & ZONING	POLICE	PUBLIC SAFETY RECEPTION AND RECORDS	FIRE	INSP. SERVICES	PUBLIC WORKS ADMIN.	BUILDING MAINTENANCE	STREETS & GROUNDS	TOTALS
FULL TIME	0	396,706	515,029	0	85,787	2,155,515	260,779	667,317	129,189	206,169	0	925,726	5,342,217
PART TIME	57,600	72,286	2,431	0	0	62,758	100,910	470,659	78,008	6,515	0	77,493	928,660
SICK LEAVE BUY BACK	0	4,088	7,771	0	0	39,695	5,296	5,057	1,173	3,104	0	2,004	68,188
OVERTIME	0	0	7,981	0	0	120,000	9,684	2,507	6	112	0	32,316	172,606
PERSONAL SERVICES	57,600	473,080	533,212	0	85,787	2,377,968	376,669	1,145,540	208,376	215,900	0	1,037,539	6,511,671
FRINGE BENEFITS	6,639	170,118	276,988	0	17,314	1,582,263	141,461	570,913	24,587	74,128	0	424,008	3,288,419
COMMODITIES	7,170	9,200	20,750	0	1,400	88,775	0	119,355	7,650	7,950	17,850	54,315	334,415
CONTRACTUAL	214,000	34,540	85,873	195,600	17,140	105,540	108,376	632,090	29,740	122,828	59,316	388,618	1,993,661
TRAINING	10,722	12,435	7,475	0	4,000	21,500	200	39,400	4,200	2,450	0	1,800	104,182
MAINTENANCE	0	31,824	74,250	0	1,185	83,550	11,759	114,400	7,284	17,609	63,964	212,516	618,341
CAPITAL OUTLAY/NON-OPERATING	12,000	20,000	0	0	100	0	0	0	0	1,371,600	126,000	0	1,529,700
TRANSFERS	(42,299)	475,349	(294,427)	(19,909)	(15,525)	(85,062)	(81,001)	(73,967)	(23,226)	(230,465)	(57,141)	(949,328)	(1,397,001)
TOTAL FUNCTION	265,832	1,226,546	704,121	175,691	111,401	4,174,534	557,464	2,547,731	258,611	1,582,000	209,989	1,169,468	12,983,388
TRANSFERS	42,299	(475,349)	294,427	19,909	15,525	85,062	81,001	73,967	23,226	230,465	57,141	949,328	1,397,001
GRAND TOTAL +/-) TRANSFERS	308,131	751,197	998,548	195,600	126,926	4,259,596	638,465	2,621,698	281,837	1,812,465	267,130	2,118,796	14,380,389

BUDGET NOTES

LEGISLATIVE

SERVICES PROVIDED:

The Village of Flossmoor operates under the Council/Manager form of government. The Legislative branch of the Village consists of the Mayor and Board of Trustees who are elected at-large for four-year overlapping terms. This is the policy-making body of the Village and is responsible for setting its policies and programs. The Village's other boards, commissions and committees act as recommending bodies to the Village Board. The Board meets on a regular basis twice monthly to address matters of Village concern and set policy.

FY21 ACHIEVEMENTS:

- Passed General Obligation Bond Referendum to finance needed rehabilitation of Village streets and sidewalks and new stormwater infrastructure
- Appointed new Village Trustee to fill a vacancy on the Board of Trustees
- Maintained positive relationships with legislators, other taxing bodies and intergovernmental cooperatives and advocated for Village priorities
- Received grants for stormwater infrastructure projects from the Army Corps of Engineers and MWRD
- Appointed Interim Fire Chief Greg Berk while pursuing a permanent chief selection process
- Supported initiatives relative to Strategic Plan priorities

FY22 GOALS:

- Orient new Mayor, Board of Trustees and Village Clerk to positions
- Update strategic plan to reflect new Board priorities and Village's long-term financial outlook
- Issue bonds authorized through referendum for infrastructure projects

LEGISLATIVE

ACCOUNT #	PERSONAL SERVICES	BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
Salaries						
01-41-1-501	Village Trustees	43,200	43,200	43,200	43,200	42,000
	Mayor	14,400	14,400	14,400	14,400	14,400
TOTAL SALARIES		57,600	57,600	57,600	57,600	56,400
FRINGE BENEFITS						
01-41-2-593	Unemployment Contributions	149	143	146	129	166
01-41-2-595	Village FICA Contributions	5,520	5,067	5,448	3,460	3,497
01-41-2-596	Village Medicare Contributions	970	898	945	809	818
TOTAL FRINGE BENEFITS		6,639	6,107	6,539	4,398	4,480
COMMODITIES						
01-41-3-601	Office Supplies	1,300	1,200	1,300	1,268	1,026
01-41-3-603	Postal Charges	4,400	2,900	4,400	3,054	3,105
01-41-3-604	Miscellaneous Mailings	500	0	700	0	0
01-41-3-605	Operating Supplies	370	300	370	369	297
01-41-3-606	Office Equipment	0	0	0	0	0
01-41-3-611	Awards and Plaques	200	75	200	59	31
01-41-3-612	Uniforms	400	400	400	0	0
TOTAL COMMODITIES		7,170	4,875	7,370	4,750	4,459
CONTRACTUAL SERVICES						
01-41-4-630	Professional Services	15,000	0	15,000	14,181	7,000
01-41-4-631	Board Contingency Fund	25,000	59,000	10,000	0	0
01-41-4-632	Lobbying Services	33,000	23,500	23,500	38,000	0
01-41-4-635	Printing	10,000	9,600	10,000	7,413	10,348
01-41-4-644	Municipal Code	6,400	6,200	6,400	7,631	4,820
01-41-4-645	Paperless Agenda Software Service	5,300	5,300	5,300	4,977	4,977
01-41-4-650	Flossmoor Fest*	60,000	100	60,000	61,029	49,185
01-41-4-651	Community Relations Commission		6,000		9,950	4,442
	Movies in Our Parks	2,000		2,000		
	Winterfest	2,300		2,300		
	Miscellaneous (MLK Day, Promos, etc)	3,000		3,000		
01-41-4-652	Community Services Activities		4,100		3,512	2,168
	Gift Certificates	250		250		
	Flowers/Sympathy	900		900		
	Donations and Sponsorships	550		550		
	Meetings and Events	1,500		1,500		
	Miscellaneous	800		800		
01-41-4-653	Marketing Program		30,600		25,364	16,172
	Graphics)	11,000		11,000		
	development)	20,000		29,600		
01-41-4-654	Flossmoor Brew Fest*	16,000	0	16,000	15,651	8,887
01-41-4-655	Green Commission**	1,000	1,000	1,000	905	0
TOTAL CONTRACTUAL SERVICES		214,000	145,400	199,100	188,613	107,998

*Does not reflect the personnel cost for Fests. ** Previously budgeted in Community Relations

LEGISLATIVE

		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
<u>ACCOUNT # TRAINING AND CONFERENCES</u>						
01-41-5-660	Dues and Subscriptions:		9,100		9,148	9,421
	CMAP (NIPC)	357		357		
	Chicago Southland Chamber of Commerce	750		750		
	Chicago Southland Economic Development	500		500		
	SSMMA	5,644		5,644		
	Illinois Municipal League	1,000		1,000		
	South Suburban Housing Center	500		500		
	Homewood Chamber of Commerce	295		295		
	INT'L Council of Shopping Centers	100		100		
	Center for Multicultural Communities (Healing Racism)	50		50		
	Metropolitan Mayors Caucus	426		426		
	Downtown Flossmoor Business Association	100		100		
	Miscellaneous					
01-41-5-661	Training:	1,000	500	1,000	650	606
	Miscellaneous seminars and conferences related to various boards and commissions					
TOTAL TRAINING AND CONFERENCES		10,722	9,600	10,722	9,798	10,027
<u>CAPITAL OUTLAY/NON-OPERATING</u>						
01-41-7-710	Land Acquisition - Flossmoor Road	0	0	0		72,116
01-41-7-711	Historic Building Survey	12,000	3,000	15,000	13,684	0
01-41-7-712	Census Awareness Grant	0	13,060	13,000	9,898	0
TOTAL CAPITAL OUTLAY/NON-OPERATING		12,000	16,060	28,000	23,582	72,116
<u>TRANSFERS</u>						
01-41-9-904	Transfer from Wat & Sew-FICA/Med/IMRF	(2,070)	(1,900)	(1,900)	(810)	(1,110)
01-41-9-907	Transfer from Storm Sewer	(3,657)	(3,581)	(3,581)	(2,451)	(1,919)
01-41-9-908	Transfer from Water and Sewer Fund	(36,572)	(35,809)	(35,809)	(24,505)	(23,026)
TOTAL TRANSFERS		(42,299)	(41,290)	(41,290)	(27,766)	(26,055)
TOTAL FUNCTION		265,832	198,352	268,041	260,975	229,424
TRANSFERS		42,299	41,290	41,290	27,766	26,055
GRAND TOTAL +/- TRANSFERS		308,131	239,642	309,331	288,741	255,479

BUDGET NOTES

EXECUTIVE

SERVICES PROVIDED:

The Executive branch consists of the Village Manager and her immediate staff. The Manager reports to the Mayor and Board of Trustees who are responsible for appointing the position. The position is responsible for the day-to-day operations of the Village, and all department directors report to her. The Manager is also responsible for gathering information relating to Village concerns, policies and programs for presentation to the Mayor and Board of Trustees at their regular meetings.

The Manager prepares the annual Village budget for Village Board review and approval. After the budget is set by the Village Board, the Manager oversees the expenditure of Village funds throughout the fiscal year.

FY21 ACHIEVEMENTS:

- Led Village response to COVID-19 pandemic, including the facilitation of the Village Hall closure, reimbursement for eligible expenses through CARES Act funding, the implementation of the Families First Coronavirus Act policy and mitigation measures to prevent or reduce the risk of transmission among Village staff
- Provided orientation for new Village Trustee and facilitated local candidate filing process for April 6 election
- Led development of successful education campaign for General Obligation Bond Referendum
- Facilitated the selection of a path forward for the new water supply contract with Homewood for supply from Hammond via Chicago Heights
- Facilitated the completion or progress toward strategic priorities identified in the Village's strategic plan including:
 - Rollout of an advertising campaign to attract new residents
 - Initiatives related to Diversity & Inclusion, including a supply chain diversity project and virtual and in-person community building events such as Coffee with a Cop, the New Resident Event and the One Book One Flossmoor programs
- Assisted in the recruitment and selection of a new Fire Chief
- Supported the Flossmoor Business Association
- Continued to provide Flossmoor residents and taxpayers quality information on services

FY22 GOALS:

- Support strategic priorities related to housing, economic development and diversity and communications
- Reach agreement with the FOP for a new collective bargaining agreement
- Implement new Village-wide phone system

EXECUTIVE

<u>ACCOUNT #</u>		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
	<u>PERSONAL SERVICES</u>					
	Full-Time Salaries					
01-42-1-502	Village Manager	174,368	170,949	170,949	173,337	164,502
01-42-1-503	Assistant Village Manager	144,676	140,507	140,507	131,913	121,625
01-42-1-504	Executive Assistant	0	0	0	0	0
01-42-1-507	Communications Manager	68,662	64,006	64,006	60,436	38,577
01-42-1-588	Manager's Vehicle Allowance	9,000	0	0	0	0
	TOTAL FULL-TIME SALARIES	396,706	375,462	375,462	365,686	324,705
	Part-Time Salaries					
01-42-1-514	Temporary Assistant	2,043	0	2,143	0	484
01-42-1-515	Village Clerk	7,200	7,200	7,200	7,200	7,200
01-42-1-516	Marketing Coordinator	0	0	0	0	0
01-42-1-517	Program and Event Coordinator	21,837	16,000	21,409	24,032	21,620
01-42-1-518	Part-Time Admin Assistant	41,206	40,399	40,399	29,785	34,834
	TOTAL PART-TIME SALARIES	72,286	63,599	71,151	61,017	64,138
01-42-1-570	Sick Leave Buy Back	4,088	1,500	4,392	1,478	(798)
01-42-1-590	Overtime	0	0	9	0	0
	TOTAL PERSONAL SERVICES	473,080	440,561	451,014	428,181	388,045
	<u>FRINGE BENEFITS</u>					
01-42-2-590	Health Insurance Premium	78,470	29,206	33,960	68,827	31,698
01-42-2-591	Life Insurance Premium	265	265	276	262	245
01-42-2-592	EAP and Wellness Incentive Program	1,300	1,134	1,400	788	879
01-42-2-593	Unemployment Contributions	1,043	1,002	1,022	884	993
01-42-2-594	Village HSA Contributions	5,000	5,000	5,000	5,000	5,000
01-42-2-595	Village FICA Contributions	27,600	25,334	27,241	23,344	21,548
01-42-2-596	Village Medicare Contributions	6,790	6,287	6,618	5,896	5,470
01-42-2-597	Village IMRF Contributions	49,650	44,381	50,433	39,259	37,693
	TOTAL FRINGE BENEFITS	170,118	112,608	125,950	144,260	103,526
	<u>COMMODITIES</u>					
01-42-3-601	Office Supplies	2,000	1,600	2,000	1,695	2,257
01-42-3-602	Books and Maps	0	0	0	0	0
01-42-3-603	Postage	300	950	300	236	229
01-42-3-605	Operating Supplies	400	250	400	283	406
01-42-3-606	Office Equipment	2,800	500	2,800	17	475
01-42-3-607	Computer Equipment and Supplies	2,000	1,000	2,000	886	1,404
01-42-3-608	Petroleum Products	1,300	732	1,300	1,087	1,458
01-42-3-612	Uniforms	400	400	400	0	
	TOTAL COMMODITIES	9,200	5,432	9,200	4,204	6,229

EXECUTIVE

ACCOUNT #		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
CONTRACTUAL SERVICES						
01-42-4-630	Professional Services	2,000	1,500	2,000	1,293	483
01-42-4-632	Safety Committee	500	150	500	0	126
01-42-4-633	Wellness Committee	5,000	1,000	9,000	6,651	8,781
01-42-4-634	Other Miscellaneous Services	1,630	730	730	727	740
01-42-4-635	Printing	150	150	150	59	143
01-42-4-636	Pre-employment Physicals	300	150	300	905	1,196
01-42-4-637	Telephone	3,400	3,400	2,200	3,465	2,173
01-42-4-639	Internet Service Providers	12,500	12,400	12,500	11,295	10,745
01-42-4-640	IRMA-Workers Comp Premium	1,620	2,786	2,964	2,248	2,525
01-42-4-641	IRMA-Liability Premium	3,240	1,857	1,976	1,499	1,683
	Executive					
	Outdoor Art Program					
01-42-4-642	IRMA Insurance Deductible	0	0		5,773	
	Executive			0		0
	Outdoor Art Program			0		0
01-42-4-645	Website Applications	2,800	2,800	3,200	2,795	2,724
01-42-4-652	Meetings and Events	1,400	500	1,400	1,185	1,747
TOTAL CONTRACTUAL SERVICES		34,540	27,424	36,920	37,895	33,066
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TRAINING						
01-42-5-660	Membership Dues		4,935		3,934	4,179
	ICMA	2,250		2,250		
	ILCMA, Metro Managers, IAMMA, Women Legacy Projec	615		615		
	NPELRA, IPELRA	420		420		
	Other Professional Associations, 3CMA	1,300		1,300		
	Subscriptions	350		350		
01-42-5-661	Training	7,500	2,500	7,500	6,243	6,868
	Various Seminars, Conferences and					
	Auto Expense Reimbursement					
TOTAL TRAINING		12,435	7,435	12,435	10,177	11,047
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MAINTENANCE						
01-42-6-670	Office Equipment Maintenance	200	0	200	90	0
01-42-6-671	Vehicle Maintenance & Supplies	400	1,200	400	314	2,207
01-42-6-672	Computer Software Maintenance	2,550	809	674	1,226	4,347
01-42-6-673	Computer Hardware Maintenance	21,874	15,435	18,317	9,532	6,582
01-42-6-674	Website Maintenance	4,800	4,900	4,800	4,777	5,223
01-42-6-682	Digital Phone System Maintenance	2,000	2,500	5,000	158	0
TOTAL MAINTENANCE		31,824	24,844	29,391	16,097	18,360

EXECUTIVE

	BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
<u>CAPITAL OUTLAY/NON-OPERATING</u>					
01-42-7-710 COVID-19 Expenses	20,000	65,000	0	0	0
TOTAL CAPITAL OUTLAY/NON-OPERATING	20,000	65,000	0	0	0
<u>TRANSFERS</u>					
01-42-9-904 Transfer from Wat & Sew-FICA/Med/IMRF	(24,840)	(22,800)	(22,800)	(9,720)	(12,210)
01-42-9-907 Transfer from Storm Sewer	(2,567)	(2,543)	(2,453)	(2,357)	(2,029)
01-42-9-908 Transfer from Wat & Sew-Admin Transfer	(49,564)	(47,338)	(47,338)	(45,507)	(46,951)
01-42-9-916 Transfer to Capital Equipment Fund	553,421	633,763	633,763	806,110	664,630
01-42-9-940 Transfer from Municipal Parking	(1,101)	(1,084)	(1,084)	(1,050)	(993)
TOTAL TRANSFERS	475,349	559,998	560,088	747,476	602,447
TOTAL FUNCTION	1,226,546	1,243,302	1,224,998	1,388,290	1,162,720
TRANSFERS	(475,349)	(559,998)	(560,088)	(747,476)	(602,447)
GRAND TOTAL +/- TRANSFERS	751,197	683,304	664,910	640,814	560,273

FINANCE DEPARTMENT

SERVICES PROVIDED:

The Finance Department provides essential administrative, management, financial and business services to a wide array of customers including the residents, Village Board and Manager, other Village Departments and Village employees. Services provided to the residents include receiving and processing various permits and licenses such as vehicle licenses, parking permits, animal licenses, and restaurant and liquor licenses, miscellaneous receivables, utility bills and collection, voter registration, answering Village Hall phone and assisting residents, and receiving visitors to Village Hall. The Finance Department is responsible for several major administrative services including all Village Finance functions, Human Resources, Risk Management, and joint responsibility for domain administration of the Village-wide computer network. Included in the financial services are management of the Village's general ledger, bank accounts and cash flow, investment portfolio, budget maintenance, utility billing, payroll, accounts payable, accounts receivable, purchase orders, cashiering, tax collection, parking permit collection, production of the Comprehensive Annual Financial Report (CAFR), supervision of the annual audit process, debt management and producing numerous compliance reports as required by law. Human Resources services include management of the employees' benefits package, maintenance of personnel records, compliance management and assisting employees with personnel issues. Risk management services include oversight of Village insurance policies, coordinating all claims, minimizing risk, and participation on the IRMA Board. The Finance Department also provides the Library with services of maintaining the Library general ledger and preparing Library vendor checks and reports to the Library Board.

FY21 ACHIEVEMENTS:

- Maintained high standard of daily operations; efficiency resulted in 2 audit adjustments.
- Obtained GFOA Certificate of Achievement in Financial Reporting (CAFR).
- Implemented provisions of health care reform as required during the year.
- Implemented GASB 84 for new fiduciary activities reporting requirements.
- Began implementation and went "live" with new BS&A Software for financial system software community development software suites.
- Began implementation and went "live" with InvoiceCloud as new customer payment portal service provider.
- Expanded access to financial system software to end users in all departments and implemented various remote data entry and approval procedures.
- Facilitated approval and implementation of new local motor fuel gas tax.
- Implemented COVID-19 work schedules, shortages and work plans while maintaining operation of Village defined essential services under Finance Dept. responsibility.
- Implemented new Village FFCRA policy and associated new COVID-19 sick leave benefits.
- Participated in 2020 bond issue referendum Education Committee.
- Implemented SB 1784 mandate regarding reporting requirements to FOP.

FY22 GOALS:

- Submit application and Comprehensive Annual Financial Report to GFOA for CAFR award.
- Complete implementation new financial system software with BS&A.
- Complete implementation of new customer payment portal with InvoiceCloud.
- Revise accounting policies and procedures manual for changes driven by new BS&A software.
- Manage 2021 G.O. bond issue sale and ratings review process for streets and flooding bonds.

FINANCE DEPARTMENT

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET 21-22</u>	<u>PROJ'D 20-21</u>	<u>BUDGET 20-21</u>	<u>ACTUAL 19-20</u>	<u>ACTUAL 18-19</u>
Full-Time Salaries						
01-43-1-510	Finance Director	144,676	141,839	141,839	140,572	136,409
01-43-1-511	Assistant Finance Director^	127,458	124,959	124,959	123,374	112,275
01-43-1-512	Accounting Clerks	128,495	122,899	122,899	119,143	122,892
01-43-1-513	Cashier/Receptionist	57,200	54,979	54,979	52,158	48,054
01-43-1-516	General Finance Clerk	57,200	56,078	56,078	54,825	55,022
TOTAL FULL-TIME SALARIES		515,029	500,754	500,754	490,072	474,653
^was 01-43-1-517 prior to FY 21						
Part-Time Salaries						
01-43-1-514	Part-Time Assistant	2,431	2,400	1,914	1,745	0
TOTAL PART-TIME SALARIES		2,431	2,400	1,914	1,745	0
01-43-1-570	Sick Leave Buy Back	7,771	6,157	8,539	6,472	6,725
01-43-1-590	Overtime	7,981	7,150	4,564	61	3,550
TOTAL PERSONAL SERVICES		533,212	516,461	515,771	498,350	484,928
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FRINGE BENEFITS						
01-43-2-590	Health Insurance Premium	168,150	146,028	169,800	153,752	158,135
01-43-2-591	Life Insurance Premium	417	454	473	410	419
01-43-2-592	EAP and Wellness Incentive Programs	2,860	2,495	3,080	2,226	2,507
01-43-2-593	Unemployment Contributions	1,341	1,145	1,168	1,029	1,325
01-43-2-594	Village HSA Contributions	1,000	1,000	2,000	2,000	2,000
01-43-2-595	Village FICA Contributions	35,880	32,683	35,143	28,605	28,494
01-43-2-596	Village Medicare Contributions	7,760	8,084	8,509	6,864	6,729
01-43-2-597	Village IMRF Contributions	59,580	56,215	63,881	48,038	49,212
TOTAL FRINGE BENEFITS		276,988	248,104	284,054	242,924	248,821
COMMODITIES						
01-43-3-601	Office Supplies	2,750	2,750	2,750	2,812	2,002
01-43-3-602	Books and Maps	300	100	400	0	0
01-43-3-603	Postage	5,650	5,480	5,690	5,199	5,471
01-43-3-605	Other Operating Supplies (<i>coffee, paper towels, etc.</i>)	50	50	50	0	0
01-43-3-606	Office Equipment	1,000	600	1,000	198	427
01-43-3-607	Computer Equipment and Supplies	3,700	3,630	3,000	4,379	3,117
01-43-3-609	License and Permit Supplies	6,100	6,400	5,920	1,524	6,887
01-43-3-610	Miscellaneous	1,200	1,000	1,200	265	637
TOTAL COMMODITIES		20,750	20,010	20,010	14,377	18,540

FINANCE DEPARTMENT

<u>ACCOUNT #</u>	<u>CONTRACTUAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
01-43-4-631	Tax Reporting Services	5,310	5,425	5,150	5,006	4,784
01-43-4-632	Actuary Services	8,100	9,700	10,000	7,500	7,000
01-43-4-633	Accounting and Audit Services	37,473	32,566	36,731	31,831	28,642
01-43-4-634	Miscellaneous Services	2,800	2,200	2,750	1,138	3,062
01-43-4-635	Printing	2,080	2,190	1,790	2,297	1,741
01-43-4-636	Pre-employment Physicals	550	0	550	0	538
01-43-4-637	Telephone	5,210	4,870	6,300	4,044	6,704
01-43-4-638	Advertising	1,740	1,680	1,880	908	1,806
01-43-4-640	IRMA: Worker's Compensation	1,620	2,786	2,964	2,248	2,525
01-43-4-641	IRMA: Liability Insurance	1,620	1,857	1,976	1,499	1,683
01-43-4-642	IRMA: Insurance Deductible	550	0	550	0	0
01-43-4-643	IRMA: Supplemental Insurance	900	900	900	850	850
01-43-4-644	Cyber Liability Insurance	4,280	4,071	4,280	4,071	4,071
01-43-4-655	Bank Service Charges	13,510	12,760	13,420	13,100	11,415
01-43-4-656	Collection Services	130	50	110	346	0
TOTAL CONTRACTUAL SERVICES		85,873	81,055	89,351	74,838	74,821
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	<u>TRAINING</u>					
01-43-5-660	Dues and Subscriptions: Miscellaneous memberships	2,625	2,610	2,600	1,693	1,987
01-43-5-661	Training: GFOA, IGFOA, Misc Seminars	4,850	1,630	4,850	2,092	2,232
01-43-5-663	Tuition & Fees					0
TOTAL TRAINING		7,475	4,240	7,450	3,785	4,219
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	<u>MAINTENANCE</u>					
01-43-6-670	Office Equipment Maintenance	12,150	8,000	12,150	10,813	11,279
01-43-6-672	Computer Software Maintenance	26,100	25,920	27,800	12,984	20,822
01-43-6-673	Computer Network Maintenance	36,000	43,460	40,000	19,578	11,705
TOTAL MAINTENANCE		74,250	77,380	79,950	43,375	43,806
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	<u>CAPITAL OUTLAY/NON-OPERATING</u>					
	None					
TOTAL CAPITAL OUTLAY		0	0	0	0	0
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FINANCE DEPARTMENT

ACCOUNT #	TRANSFERS	BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
01-43-9-904	Transfer from Wat & Sew-FICA/Med/IMRF	(28,980)	(28,500)	(28,500)	(12,150)	(16,650)
01-43-9-907	Transfer from Storm Sewer	(20,772)	(19,560)	(19,560)	(18,799)	(14,717)
01-43-9-908	Transfer from Wat & Sew- Admin Transfer	(212,740)	(196,139)	(196,139)	(188,974)	(177,013)
01-43-9-940	Transfer from Municipal Parking	(31,935)	(31,444)	(31,444)	(30,462)	(26,822)
	TOTAL TRANSFERS	(294,427)	(275,643)	(275,643)	(250,385)	(235,202)
	TOTAL FUNCTION	704,121	671,607	720,943	627,264	639,933
	TRANSFERS	294,427	275,643	275,643	250,385	235,202
	GRAND TOTAL +/- TRANSFERS	998,548	947,250	996,586	877,649	875,135

LEGAL SERVICES

SERVICES PROVIDED:

The Legal Services unit is comprised of the appointed Village Attorney who acts as an independent contractor on retainer plus related legal expenses. The budget also covers special counsel which may be hired from time to time as appropriate. The Village Attorney provides legal advice and support to the Village Board, management and various commissions as needed. The Village Attorney also serves as the Village Prosecutor with respect to citations issued by the Village which then are heard in the local court. The Village Attorney keeps the Mayor and Trustees apprised of the status of all Village litigation, handling any such litigation which is not covered by the Village's insurance coverage.

FY 21 ACHIEVEMENTS:

- Provided counsel to the Village on complex contracts and agreements including water supply agreement
- Advised the Village on the preparation of the General Obligation Bond Referendum and subsequent education campaign
- Advised Village on economic development matters, including the sale of real estate and incentive agreements

LEGAL SERVICES

<u>ACCOUNT #</u>	<u>CONTRACTUAL SERVICES</u>	<u>BUDGET 21-22</u>	<u>PROJ'D 20-21</u>	<u>BUDGET 20-21</u>	<u>ACTUAL 19-20</u>	<u>ACTUAL 18-19</u>
01-44-4-630	Retainer for Village Attorney	135,600	125,100	129,600	123,600	120,000
01-44-4-643	Unplanned Litigation	10,000	5,000	10,000	11,913	8,366
01-44-4-644	Other Legal Services	35,000	39,000	35,000	27,015	78,204
01-44-4-646	Local Adjudication Services	15,000	10,000	15,000	12,252	14,865
TOTAL LEGAL SERVICES		195,600	179,100	189,600	174,780	221,435
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<u>TRANSFERS</u>						
01-44-9-907	Transfer from Storm Sewer	(948)	(843)	(843)	(828)	(721)
01-44-9-908	Transfer from Wat & Sew - Admin Transfer	(18,961)	(16,861)	(16,861)	(16,551)	(17,301)
TOTAL TRANSFERS		(19,909)	(17,704)	(17,704)	(17,379)	(18,022)
TOTAL FUNCTION		175,691	161,396	171,896	157,401	203,413
TRANSFERS		19,909	17,704	17,704	17,379	18,022
GRAND TOTAL +/- TRANSFERS		195,600	179,100	189,600	174,780	221,435

PLANNING AND ZONING

SERVICES PROVIDED:

Planning and Zoning is responsible for guiding the growth, development and maturation of the community. It is also charged with enforcement of the Village's Zoning Ordinance, Comprehensive Plan and Subdivision Ordinance. Staff under this budget develop long-term land use plans, evaluate development proposals, provide guidance to residents, perform research in support of land planning/economic development, perform building permit reviews, monitor developments in land use and constitutional law, and represent the Village in regional planning and economic development efforts.

FY21 ACHIEVEMENTS:

- Tesla Supercharging stations have been installed in the Meijer store parking lot.
- VetIQ has opened a veterinary clinic in a vacant space within the Meijer store.
- All Smiles Orthodontics renovation at 2635 Flossmoor Road is nearing completion.
- Staff has been in continued discussions with potential developers for Village owned properties in southwest Flossmoor as well as Flossmoor Road.

FY22 GOALS:

- As the Meijer subdivision and the greater development area in southwest Flossmoor continues to progress, staff will continue to have substantial involvement throughout. The development of the entire B-6 zoning district is subject to PUD/Site Plan review by the Plan Commission and Village Board.
- Continue to work with interested developers in other areas of the Village to provide those developments that are consistent to the needs and expectations of the Village of Flossmoor and its residents.
- Consider an update to the Village Comprehensive Plan and continue the ongoing review of the Zoning Ordinance.

PLANNING AND ZONING

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
	Full-Time Salaries					
01-45-1-504	Department Secretary	28,431	25,292	25,292	17,694	0
01-45-1-507	Building and Zoning Coordinator (50/50 P&Z/Insp. Services)	0	0	0	8,827	30,956
01-45-1-509	Inspectional Services Administrator (50/50 P&Z/Insp. Services)	57,356	53,046	53,046	49,916	39,940
	TOTAL FULL-TIME SALARIES	85,787	78,338	78,338	76,437	70,896
01-45-1-570	Sick Leave Buy Back	0	0	0	126	551
01-45-1-590	Overtime	0	0	0	0	0
	TOTAL PERSONAL SERVICES	85,787	78,338	78,338	76,563	71,447
	FRINGE BENEFITS					
01-45-2-590	Health Insurance Premium	0	0	0	0	0
01-45-2-591	Life Insurance Premium	76	76	79	86	58
01-45-2-592	EAP and Wellness Incentive Programs	520	454	560	79	79
01-45-2-593	Unemployment Contributions	298	286	292	129	166
01-45-2-594	Village HSA Contributions	0	0	0	0	0
01-45-2-595	Village FICA Contributions	5,520	5,067	5,448	4,898	4,387
01-45-2-596	Village Medicare Contributions	970	898	945	1,146	1,026
01-45-2-597	Village IMRF Contributions	9,930	8,877	10,087	8,108	7,559
	TOTAL FRINGE BENEFITS	17,314	15,657	17,411	14,446	13,275
	COMMODITIES					
01-45-3-601	Office Supplies	600	298	600	417	475
01-45-3-602	Books and Maps	100	0	100	0	0
01-45-3-603	Postage	300	120	300	0	111
01-45-3-606	Office Equipment	200	100	200	0	9
01-45-3-607	Computer Equipment and Supplies	200	60	200	0	0
	TOTAL COMMODITIES	1,400	578	1,400	417	595
	CONTRACTUAL SERVICES					
01-45-4-630	Professional Services: Update zoning map, miscellaneous planning studies	13,000	2,900	13,000	7,431	2,219
01-45-4-635	Printing and Binding: Update zoning map, address map, comprehensive plan, etc.	100	0	100	73	0
01-45-4-636	Pre-employment Physicals & Backgrounds	0	0	0	0	0
01-45-4-637	Telephone	500	234	500	289	624
01-45-4-638	Advertising: Public Hearing notices	300	134	300	103	409
01-45-4-640	IRMA-Workers Comp Premium	1,620	2,786	2,964	2,248	2,525
01-45-4-641	IRMA-Liability Premium	1,620	1,857	1,976	1,499	1,683
01-45-4-642	IRMA Insurance Deductible	0	0	0	0	0
01-45-4-644	Zoning Ordinance Case Management	0	0	300	0	0
	TOTAL CONTRACTUAL SERVICES	17,140	7,912	19,140	11,643	7,460

PLANNING AND ZONING

<u>ACCOUNT #</u>	<u>TRAINING AND CONFERENCES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
01-45-5-660	Membership Dues: Amer. Plan. Assoc., Newsletters, inc.	500	550	500	539	386
01-45-5-661	Training: APA Annual Conference and other planning, land use law and economic development conferences	3,500	0	3,500	206	0
TOTAL TRAINING AND CONFERENCES		4,000	550	4,000	745	386
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<u>MAINTENANCE</u>						
01-45-6-672	Computer Software Maintenance	100	170	17	48	46
01-45-6-673	Computer Hardware Maintenance	1,085	784	1,085	513	397
TOTAL MAINTENANCE		1,185	954	1,102	561	443
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<u>CAPITAL OUTLAY/NON OPERATING</u>						
01-45-7-701	Economic Development Incentive - Dunnings	0	0	0	0	15,000
01-45-7-702	Economic Development Incentive - CDE	0	0	0	9,385	0
01-45-7-703	Economic Development Incentive - Bistro on Sterling	0	1,000	0	0	0
01-45-7-704	Economic Development Incentive - Flossmoor Station	100	14,400	0	0	0
TOTAL CAPITAL OUTLAY/NON OPERATING		100	15,400	0	9,385	15,000
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<u>TRANSFERS</u>						
01-45-9-904	Transfer from Water & Sewer - FICA/Med/IMRF	(4,140)	(3,800)	(3,800)	(1,620)	(2,220)
01-45-9-907	Transfer from Storm Sewer	(568)	(564)	(564)	(521)	(422)
01-45-9-908	Transfer from Water & Sewer - Admin Trans	(10,817)	(10,847)	(10,847)	(9,906)	(9,612)
TOTAL TRANSFERS		(15,525)	(15,211)	(15,211)	(12,047)	(12,254)
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TOTAL FUNCTION		111,401	104,178	106,180	101,713	96,352
TRANSFERS		15,525	15,211	15,211	12,047	12,254
GRAND TOTAL +/- TRANSFERS		126,926	119,389	121,391	113,760	108,606

BUDGET NOTES

POLICE DEPARTMENT

SERVICES PROVIDED:

The Police Department is budgeted for twenty-one sworn officers staffed in the following divisions: Patrol, Criminal Investigations, Support Services, Administration, and Records and Reception. The Chief of Police oversees and gives guidance to all functions of the department and the services provided. The Deputy Chief of Police oversees the Commander, Criminal Investigations, and Records and Reception. The Commander oversees the Patrol Division and Support Services which includes one full-time Community Service Officer and two part-time Community Service Officers.

The primary responsibilities of the Police Department includes preventative patrol, response to calls for service, enforcement of criminal statutes and Village ordinance violations, crime prevention, criminal investigations, traffic enforcement, and to a partnership with the community. The department utilizes specialized programs that support these responsibilities which include: Vacation House Watch Program, Community Outreach Programs, Foot Patrol, Bicycle Patrol, Citizens' Police Academy, E-Cop e-mail Notification Program, D.A.R.E. School Presentations, Child Safety Seat Inspections, Bicycle Safety Programs, Business Checks, Homeowner, Business, and School Security and Safety Evaluations, and Citizen Satisfaction Contacts. The department participates in several mutual aid programs that benefit the staffing of the department by utilizing a shared resource principle: South Suburban Major Crimes Task Force, South Suburban Emergency Response Team, South Suburban Association of Chiefs of Police Honor Guard, Network III Tactical Unit, Suburban Major Accident Reconstruction Team, and ILEAS Mobile Field Force.

FY21 ACHIEVEMENTS:

- The department created alternative work schedules, workspaces, alternative staffing models, and critical sanitary resource allocation efforts during the COVID-19 response.
- The department continued to conduct safe encounters with residents and persons in need of police services through tele-reporting, increased computer networking, and provided face-to-face encounters when necessary utilizing approved personal protective equipment.
- One new patrol officer was hired as a result of a separation and successfully completed the Cook County Sheriff's Police Training Academy.
- The majority of patrol officers have successfully completed SWAT training, Crisis Intervention Team training, and various other state mandated and advanced training courses.
- The department conducted on-line training in Cultural Competency, Procedural Justice, Racial Equity, and Anti-Bias Training.
- The crime rate for Flossmoor for FY20 as measured by the Uniform Crime Reporting Index has maintained the lowest in the immediate area. Flossmoor remains one of the lowest communities in the South Suburban Chicagoland area for violent crime.
- The Board of Fire and Police Commissioners conducted testing for an eligibility list for Patrol Officers.
- Administrative staff from Police and Fire published an updated Rules and Regulations for the Board of Fire and Police Commissioners.
- Participated in two local food drives, delivering food to families in need in the south suburban area.
- Hosted the fourth successful Coffee with a Cop in the Downtown Tents.

FY22 GOALS:

- Continued transparency and partnership with community
- Continued enforcement of laws and ordinances to include preventive strategies to reduce crime.
- Continue using in-house talent for training and community outreach.
- Implement a Body Worn Camera Program.
- Upgrade the Village's in-house video recording system, police, village hall, fire and public works.

POLICE DEPARTMENT

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
Full-Time Salaries						
01-48-1-520	Chief	144,676	138,645	138,654	110,313	135,380
01-48-1-521	Deputy Chief	127,458	121,117	123,767	98,013	122,556
01-48-1-522	Sergeants (3)	350,942	333,555	342,294	362,510	430,222
01-48-1-523	Police Officers (15)	1,269,134	1,134,025	1,273,744	1,254,474	1,175,789
01-48-1-524	Community Service Officer (1)	68,969	67,617	67,617	67,060	64,854
01-48-1-526	Mechanic (50/45/5 Pol/Sts/Fire)	45,429	42,279	42,279	39,977	36,207
01-48-1-528	Police Commander	122,899	120,489	120,489	45,164	
01-48-1-530	Field Officer Training Pay	2,966	4,496	5,933	7,267	1,316
01-48-1-531	Shift Leader Pay	17,529	16,069	17,529	14,978	16,045
01-48-1-532	Detective Pay	5,513	5,513	5,513	3,490	4,986
01-48-1-536	Extra Duty Pay	0	0	2,500	0	0
TOTAL FULL-TIME SALARIES		2,155,515	1,983,805	2,140,319	2,003,246	1,987,354
Part-Time Salaries						
01-48-1-525	Part-Time Community Service Officer	39,358	22,910	38,586	35,465	44,452
01-48-1-527	Crossing Guards	23,400	3,612	23,400	23,126	20,668
TOTAL PART-TIME SALARIES		62,758	26,522	61,986	58,591	65,120
01-48-1-533	Court Pay	22,695	329	22,695	14,742	19,364
01-48-1-570	Sick Leave Buy Back	17,000	15,548	20,000	18,827	17,067
01-48-1-590	Overtime	120,000	126,651	100,000	129,447	100,587
TOTAL PERSONAL SERVICES		2,377,968	2,152,855	2,345,000	2,224,853	2,189,491
FRINGE BENEFITS						
01-48-2-590	Health Insurance Premium	470,820	447,260	520,720	449,198	469,564
01-48-2-591	Life Insurance Premium	1,516	1,398	1,456	1,495	1,264
01-48-2-592	EAP and Wellness Incentive Programs	9,880	8,618	10,640	9,413	10,105
01-48-2-593	Unemployment Contributions	5,364	5,151	5,256	5,147	6,623
01-48-2-594	Village HSA Contributions	11,000	11,000	11,000	11,000	11,000
01-48-2-595	Village FICA Contributions	11,040	12,667	13,620	10,127	10,380
01-48-2-596	Village Medicare Contributions	37,830	34,132	35,928	31,755	29,420
01-48-2-597	Village IMRF Contributions	16,550	17,752	20,173	13,173	14,461
01-48-2-598	Village Police Pension Contribution	977,263	805,000	818,019	664,776	672,412
01-48-2-599	Village PEHP Contribution	41,000	37,788	40,200	39,581	34,986
TOTAL FRINGE BENEFITS		1,582,263	1,380,766	1,477,012	1,235,665	1,260,215

POLICE DEPARTMENT

<u>ACCOUNT #</u>	<u>COMMODITIES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
01-48-3-601	Office Supplies	3,000	2,500	3,125	3,237	2,461
01-48-3-602	Books and Maps	500	300	800	600	295
01-48-3-603	Postage	3,000	2,500	3,000	2,056	2,136
01-48-3-605	Operating Supplies: Crime Prev. Materials, D.A.R.E. Bike Rodeo, Incidental Sup.			3,000	2,198	2,592
01-48-3-607	Computer Equipment and Supplies	575	575	575	720	353
01-48-3-608	Petroleum Products	25,000	23,000	33,000	25,973	35,921
01-48-3-611	Special Police Commodities Prisoner's Meals, Jail Supplies, Range Supplies			5,000	5,460	5,659
01-48-3-612	Uniforms and Related Supplies (23 officers @ \$700) plus equipment	21,000	21,100	21,100	24,894	22,616
01-48-3-613	Photography Supplies	200	0	450	15	49
01-48-3-614	Vehicle Sticker Compliance	10,100	10,000	10,100	9,692	12,659
01-48-3-615	Small Tools and Equipment	6,900	6,900	6,900	5,713	6,276
01-48-3-620	Bicycle Patrol Program	2,000	2,000	2,000	372	1,390
01-48-3-621	Ammunition	8,500	7,700	7,700	7,684	7,694
	TOTAL COMMODITIES	88,775	81,675	97,325	88,614	100,101
<u>CONTRACTUAL SERVICES</u>						
01-48-4-630	Professional Services	10,000	7,000	14,000	14,214	10,013
01-48-4-635	Printing (Station Comp. Books, Case, Report Forms)	1,500	2,100	2,800	320	277
01-48-4-636	Pre-employment Physicals & Backgrounds	2,000	0	2,250	2,726	1,762
01-48-4-638	Advertising	1,000	1,000	1,200	0	1,152
01-48-4-640	IRMA-Workers Comp Premium	57,510	6,965	7,410	7,869	16,414
01-48-4-641	IRMA-Liability Premium	2,430	6,301	6,916	7,495	23,569
01-48-4-642	IRMA Insurance Deductible	10,000	10,000	10,000	3,335	5,075
01-48-4-644	Lexipol Update and Daily Bulletin	7,000	6,792	6,543	6,543	6,232
01-48-4-645	Animal Control Services	500	150	1,200	250	603
01-48-4-648	South Suburban Major Crimes Task Force	1,100	1,100	1,000	1,000	1,000
01-48-4-649	South Suburban Emer. Resp. Team-annual fee	1,500	1,500	1,500	1,500	1,500
01-48-4-656	Ticket Collection Services	11,000	7,000	13,000	16,154	10,685
	TOTAL CONTRACTUAL SERVICES	105,540	49,908	67,819	61,406	78,282
<u>TRAINING</u>						
01-48-5-660	Membership Dues & Subscriptions: Fire & Pol. Comm. Assn. Il. Chiefs Association Intl. Assoc. Chiefs of Police Pol. Product News, etc.			2,000	2,649	1,285
01-48-5-661	Training	19,500	15,000	19,500	26,790	19,502
01-48-5-665	Auto Expense Reimbursement	0	0	0	99	4
	TOTAL TRAINING	21,500	17,000	22,000	29,538	20,791

POLICE DEPARTMENT

<u>ACCOUNT #</u>	<u>MAINTENANCE</u>	<u>BUDGET</u>	<u>PROJ'D</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ACTUAL</u>
		<u>21-22</u>	<u>20-21</u>	<u>20-21</u>	<u>19-20</u>	<u>18-19</u>
01-48-6-670	Office Equipment Maintenance	5,450	5,300	5,450	3,868	4,406
01-48-6-671	Motor Equipment Maintenance Supplies	12,000	12,000	12,000	12,357	13,750
01-48-6-672	Computer Software Maintenance	9,000	4,800	1,215	1,830	8,648
01-48-6-673	Computer Network Maintenance	30,000	20,250	20,862	13,901	9,356
01-48-6-674	Copier Maintenance	1,600	1,600	1,200	1,612	992
01-48-6-675	Range Maintenance	13,000	12,500	12,500	11,178	16,569
01-48-6-677	Taser Maintenance	500	500	953	953	953
01-48-6-678	Cloud Video Storage	12,000	0	0	0	0
TOTAL MAINTENANCE		83,550	56,950	54,180	45,699	54,674
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<u>CAPITAL OUTLAY/NON-OPERATING</u>						
TOTAL CAPITAL OUTLAY		0	0	0	0	0
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<u>TRANSFERS</u>						
01-48-9-904	Transfer from Wat & Sew - FICA/Med/IMRF	(20,700)	(19,000)	(19,000)	(8,100)	(11,100)
01-48-9-907	Transfer from Storm Sewer	(846)	(785)	(785)	(728)	(792)
01-48-9-908	Transfer from Wat & Sew - Admin Transfer	(8,456)	(7,847)	(7,847)	(7,276)	(9,510)
01-48-9-940	Transfer from Municipal Parking	(55,060)	(54,216)	(54,216)	(52,520)	(51,657)
TOTAL TRANSFERS		(85,062)	(81,848)	(81,848)	(68,624)	(73,059)
TOTAL FUNCTION		4,174,534	3,657,306	3,981,488	3,617,151	3,630,495
TRANSFERS		85,062	81,848	81,848	68,624	73,059
GRAND TOTAL +/- TRANSFERS		4,259,596	3,739,154	4,063,336	3,685,775	3,703,554

PUBLIC SAFETY RECEPTION & RECORDS

SERVICES PROVIDED:

The Public Safety Reception & Records budget provides funding for three full-time Records Clerks/Receptionists covering three shifts, twenty-four hours a day, while part-time clerks fill in for days off, vacations, holidays, and other benefit time. In addition to serving as receptionists to citizens to the Fire and Police Departments, these employees handle numerous clerical functions of the Police Department, including:

1. Processing of citations and arrests including court scheduling.
2. Coding and computer entry of all investigative and traffic crash reports.
3. Collection and billing for alarm-related fees.
4. Entry and maintenance of vehicle sticker and animal licenses.
5. Parking permit sales during Village Hall off-hours.
6. Perform all administrative duties for Local Adjudication Hearings.
7. Processing of all Administrative Towing paperwork.
8. Assist in records retention scheduling and destruction.
9. Uniform Crime Reporting, National Incident -Based Reporting System, data entry.
10. Monitors security camera system and performs scheduled inmate checks.

Within their authority, they also address requests relating to special or unusual situations. Clerks contact Public Works Department personnel for emergencies such as water main breaks, sewer line blockages, emergency street repairs, snow and ice removal from streets, and downed trees during storms. The Public Safety Reception & Records Department is the only Village office open 24-hours-a-day 365 days a year, and as such, clerks are called upon to assist citizens to find solutions to problems that cannot wait until other Village offices are open. Records Clerks are the main communication link for the Village and its residents when other Village offices are closed.

The Deputy Chief of Police oversees the Administrative Assistant who manages the clerks in addition to other duties as assigned.

FY21 ACHIEVEMENTS:

- Continued to provide courtesy and professional aid to the residents and to those in need of assistance within the Village.
- Continued to effectively populate and update the records management system.
- Continued assistance in vehicle sticker registration and enforcement through records checks and violation notice mailings.
- Continued to assist in the destruction of approved departmental records.
- Continued to use the National Incident-Based Reporting system through the Federal Bureau of Investigation.

FY22 GOALS:

- Conduct expungements in compliance with the Illinois Cannabis Control Act.
- Explore options available to recoup outstanding fines owed that are in collections. This would include the garnishment of Illinois tax refunds as being done by surrounding agencies.

PUBLIC SAFETY RECEPTION AND RECORDS

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
Full-Time Salaries						
01-50-1-534	Police Records Clerks	190,230	186,501	186,501	182,909	179,984
01-50-1-535	Administrative Assistant	70,549	69,166	69,166	71,708	64,504
TOTAL FULL-TIME SALARIES		260,779	255,667	255,667	254,617	244,488
Part-Time Salaries						
01-50-1-591	Part-time Police Records Clerks supplement during vacation, sick leave, etc. 3500 hours	100,910	99,000	99,072	102,999	89,296
TOTAL PART-TIME SALARIES		100,910	99,000	99,072	102,999	89,296
01-50-1-570	Sick Leave Buy Back	5,296	3,030	5,192	2,743	4,033
01-50-1-590	Overtime	9,684	9,100	9,196	7,677	11,323
TOTAL PERSONAL SERVICES		376,669	366,797	369,127	368,036	349,139
FRINGE BENEFITS						
01-50-2-590	Health Insurance Premium	67,260	58,400	79,240	66,220	6,928
01-50-2-591	Life Insurance Premium	227	240	276	228	230
01-50-2-592	EAP and Wellness Incentive Programs	1,820	1,400	1,960	1,137	1,338
01-50-2-593	Unemployment Contributions	894	260	876	548	993
01-50-2-594	Village HSA Contributions	7,500	8,500	6,500	6,500	6,500
01-50-2-595	Village FICA Contributions	24,840	23,000	27,241	21,502	20,344
01-50-2-596	Village Medicare Contributions	5,820	5,600	5,673	5,029	4,758
01-50-2-597	Village IMRF Contributions	33,100	33,000	33,622	26,268	26,937
TOTAL FRINGE BENEFITS		141,461	130,400	155,388	127,432	68,029
CONTRACTUAL SERVICES						
01-50-4-630	Professional Services (Partial E-Com Contract & Capital Contribution)*	73,836	58,540	73,340	58,606	58,165
01-50-4-636	Pre-employment Physicals & Backgrounds	600	0	600	159	0
01-50-4-637	Telephone: Police and Fire Administrative Lines Cellular Telephones & Modems Verizon Cards	30,000	29,000	25,500	24,739	28,056
01-50-4-638	Advertising	200	0	325	0	0
01-50-4-640	IRMA-Workers Comp Premium	1,620	2,308	2,964	2,248	2,525
01-50-4-641	IRMA-Liability Premium	1,620	2,308	1,976	1,499	1,683
01-50-4-642	IRMA Insurance Deductible	500	0	500	0	0
TOTAL CONTRACTUAL SERVICES		108,376	92,156	105,205	87,251	90,429
TRAINING						
01-50-5-661	Training Other training/needed	200	0	200	225	150
TOTAL TRAINING		200	0	200	225	150

PUBLIC SAFETY RECEPTION AND RECORDS

<u>ACCOUNT #</u>	<u>MAINTENANCE</u>	BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
01-50-6-670	Office Equipment Maintenance	400	300	400	303	123
01-50-6-672	Computer Software Maintenance	1,022	240	99	289	274
01-50-6-673	Computer Network Maintenance	6,337	4,728	6,362	341	746
01-50-6-676	Radio System Maintenance	4,000	4,000	6,500	1,919	1,529
TOTAL MAINTENANCE		11,759	9,268	13,361	2,852	2,671
<u>TRANSFERS</u>						
01-50-9-904	Transfer from Wat & Sew-FICA/Med/IMRF	(18,630)	(17,100)	(17,100)	(8,100)	(11,100)
01-50-9-907	Transfer from Storm Sewer	(2,498)	(2,394)	(2,394)	(3,002)	(2,555)
01-50-9-908	Transfer from Wat & Sew-Admin Transfer	(49,962)	(47,873)	(47,873)	(60,047)	(61,329)
01-50-9-941	Transfer from Grant Parking Fund	(9,911)	(9,758)	(9,758)	(9,454)	(8,941)
TOTAL TRANSFERS		(81,001)	(77,125)	(77,125)	(80,603)	(83,925)
TOTAL FUNCTION		557,464	521,496	566,156	505,193	426,494
TRANSFERS		81,001	77,125	77,125	80,603	83,925
GRAND TOTAL +/- TRANSFERS		638,465	598,621	643,281	585,796	510,419

BUDGET NOTES

FIRE DEPARTMENT

SERVICES PROVIDED:

It is the mission of the Flossmoor Fire Department to provide the residents of the Village of Flossmoor and the residents of the Sunnycrest Fire Protection District exceptional fire, emergency medical services, and rescue services in response to natural and man-made incidents involving our residents and those who call upon us.

The Flossmoor Fire Department will accomplish these services by providing a trained workforce, maintaining the resources entrusted to us in the highest state of readiness, and through education and fire prevention initiatives.

The services include, but are not limited to: Fire Suppression, Emergency Medical Services, Hazardous Mitigation, Fire Prevention Inspections, Public Education Safety Programs, Hazardous Material Problem Identification, and Fire Service Training. In addition, the members of the Flossmoor Volunteer Fire Department will sponsor four programs during the year that are directed to the children of the community. These programs are: Fourth of July Children's Parade, participation in the children's activities at Flossmoor Fest, a Children's Halloween Party, and an annual Visit with Santa at the Flossmoor Winterfest.

FY21 ACHIEVEMENTS:

- The new aerial ladder truck has been delivered. In cooperation with the Volunteer Corporation the equipment has been mounted, training has occurred, and Truck 19 is now in service.
- The Department has provided service to our residents throughout the COVID-19 pandemic. The safety of our residents and the Fire Department personnel has always been a top priority of the Department.
- Supported the Village Manager and the Fire & Police Commission in beginning the process of the search for a new Fire Chief and the creation of a new Captain eligibility list.

FY22 GOALS:

- Continue to provide a safe and high level of service to the residents through to the end of the COVID-19 pandemic.
- Support the newly appointed Fire Chief during the transition of administrations within the Fire Department.
- Continue to maintain a culture within the Department of "Service, Pride, Tradition" in order to provide our residents with the highest level of service on each call.
- Improve the staffing levels of qualified personnel within the Department in order to provide an adequate number of firefighters and paramedics on every shift.
- Conduct a review of policies and procedures in order to update the Fire Department Standard Operating Guidelines and Standard Operating Policies.

FIRE DEPARTMENT

ACCOUNT #	PERSONAL SERVICES	BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
Full-Time Salaries						
01-49-1-504	Department Secretary	61,493	60,287	60,287	59,440	57,594
01-49-1-526	Mechanic (5/45/50 Fire/Sts/Pol)	4,461	4,200	4,230	3,998	3,620
01-49-1-540	Chief (70/30 Fire/Ins. Services)	101,274	111,366	99,288	91,444	92,064
01-49-1-541	Assistant Fire Chief*	127,458	40,535	124,959	126,104	89,430
01-49-1-542	Shift Captains (3)	290,369	284,331	274,817	280,182	169,798
01-49-1-543	Captain Holiday Extra Pay	15,379	15,847	15,077	11,759	8,543
01-49-1-549	Captain Special Shift Pay**	66,883	42,825	74,440	14,275	1,856
TOTAL FULL-TIME SALARIES		667,317	559,391	653,098	587,202	422,905
Part-Time Salaries						
01-49-1-514	Temporary Assistant	3,843	0	3,768	0	1,233
01-49-1-544	Fire & Paramedic Volunteer Calls and Training	58,000	45,234	61,625	38,159	53,850
01-49-1-545	Paramedic Incentive Pay Paramedic and EMT-B Incentives	55,800	45,000	48,058	42,013	46,124
01-49-1-546	Mechanic Helper	3,000	3,000	3,000	0	0
01-49-1-547	Duty Shift Pay Program	337,724	290,000	293,578	253,118	233,009
01-49-1-550	Photography Coordinator	3,374	3,308	3,308	3,243	3,156
01-49-1-551	Safety Officer	0	0	0	0	3,156
01-49-1-591	Summer Help: Test hose, service and paint hydrants, etc.	8,918	0	8,028	0	0
TOTAL PART-TIME SALARIES		470,659	386,542	421,365	336,533	340,528
01-49-1-570	Sick Leave Buy Back	5,057	4,971	4,295	4,310	2,763
01-49-1-590	Overtime	2,507	2,500	354	669	0
TOTAL PERSONAL SERVICES		1,145,540	953,404	1,079,112	928,714	766,197
*In years prior to FY19-20 the line item was split 75/25 Fire/Ins. Services						
**In years prior to FY19-20 the line item was known as Public Information Assistant in Part-Time salaries						
FRINGE BENEFITS						
01-49-2-590	Health Insurance Premium	112,100	68,146	79,240	103,569	75,639
01-49-2-591	Life Insurance Premium	379	378	394	388	352
01-49-2-592	EAP and Wellness Incentive Programs	2,860	2,495	3,080	2,241	2,077
01-49-2-593	Unemployment Contributions	2,682	2,432	2,482	2,187	2,815
01-49-2-594	Village HSA Contributions	4,500	4,500	9,000	9,000	9,075
01-49-2-595	Village FICA Contributions	63,480	53,201	57,205	53,211	44,784
01-49-2-596	Village Medicare Contributions	14,550	12,575	13,237	12,765	10,832
01-49-2-597	Village IMRF Contributions	6,620	8,877	10,087	6,509	7,145
01-49-2-598	Village Fire Pension Contributions	363,742	323,000	326,689	242,335	203,934
TOTAL FRINGE BENEFITS		570,913	475,604	501,414	432,205	356,652

FIRE DEPARTMENT

<u>ACCOUNT #</u>	<u>COMMODITIES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
01-49-3-601	Office Supplies	3,000	2,750	2,750	636	2,661
01-49-3-602	Books and Maps	1,000	1,000	1,000	1,116	890
01-49-3-603	Postage	700	400	700	572	700
01-49-3-605	Operating Supplies	2,875	2,875	2,875	2,859	2,509
01-49-3-607	Computer Equipment and Supplies	1,000	1,000	1,000	309	895
01-49-3-608	Petroleum Products	16,500	10,500	16,500	13,693	16,903
01-49-3-611	Dormitory Supplies	5,850	5,850	5,850	5,830	4,376
01-49-3-612	Uniforms and Related Supplies	43,330	43,330	43,330	13,299	21,945
01-49-3-613	Photography Supplies	500	500	500	185	3
01-49-3-615	Small Tools and Equipment	8,500	8,000	8,000	8,047	7,625
01-49-3-616	Cleaning Supplies	3,600	3,300	3,300	3,280	3,513
01-49-3-617	Hose and Pager Supplies	18,500	18,500	18,500	8,917	17,768
01-49-3-621	Communications Equipment	7,500	7,500	7,500	7,688	4,966
01-49-3-622	EMS Supplies and Equipment	6,500	4,500	4,500	5,758	4,502
	TOTAL COMMODITIES	119,355	110,005	116,305	72,189	89,258
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	<u>CONTRACTUAL SERVICES</u>					
01-49-4-630	Professional Services	15,000	33,000	40,000	0	11,311
01-49-4-634	Miscellaneous Services	1,000	2,500	2,500	3,607	1,018
01-49-6-635	Printing	700	700	700	119	151
01-49-4-636	Pre-employment Physicals & Background	13,500	7,500	7,000	8,453	5,229
01-49-4-637	Telephone/Alpha Pagers	3,000	2,900	1,900	2,955	2,128
01-49-4-640	IRMA-Workers Comp Premium	1,620	50,151	53,352	43,843	15,151
01-49-4-641	IRMA-Liability Premium	5,670	2,786	2,964	5,996	1,683
01-49-4-642	IRMA Insurance Deductible	2,500	2,500	2,500	5,060	0
01-49-4-648	Special Response Team	8,100	7,700	8,100	7,581	8,545
01-49-4-650	Contract Personnel (6)	560,000	525,000	559,073	493,663	561,534
01-49-4-656	Ambulance Collection Services	21,000	19,000	19,000	18,983	17,685
	TOTAL CONTRACTUAL SERVICES	632,090	653,737	697,089	590,260	624,434
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	<u>TRAINING AND CONFERENCES</u>					
01-49-5-660	Dues and Subscriptions: Int'l Fire Chief's Association National Fire Protection Association Third District Chiefs' Association & various fire-related associations	2,100	1,800	2,100	1,379	1,582
01-49-5-661	Training: Int'l Chiefs' Conference, Nat'l Fire Academy IL Firefighters Conference (Fire Chief) Misc. seminars for volunteers	8,300	1,000	8,300	4,031	8,034
01-49-5-662	Physical Fitness and Inoculations	1,000	7,500	7,500	4,367	3,546
01-49-5-663	Tuition and Fees	20,000	12,500	20,000	15,925	12,310
01-49-5-664	Training Materials: Programs, materials, equipment, guest experts, etc.	8,000	8,000	8,000	7,783	6,641
	TOTAL TRAINING AND CONFERENCES	39,400	30,800	45,900	33,485	32,112

FIRE DEPARTMENT

<u>ACCOUNT #</u>	<u>MAINTENANCE</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
01-49-6-670	Office Equipment Maintenance	700	700	700	0	0
01-49-6-671	Vehicle Maintenance	43,000	50,000	43,000	64,532	34,849
01-49-6-672	Computer Software Maintenance	13,000	10,000	10,000	6,788	9,679
01-49-6-673	Computer Network & Hardware Maintenance	20,000	12,000	20,000	10,004	10,937
01-49-6-674	Equipment Maintenance and Supplies	7,500	6,000	6,000	5,228	20,490
01-49-6-675	EMS Equipment Maintenance	3,000	1,000	1,000	902	812
01-49-6-677	Equipment Service Contracts	27,200	19,200	19,200	16,294	19,281
TOTAL MAINTENANCE		114,400	98,900	99,900	103,748	96,049
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<u>CAPITAL OUTLAY/NON-OPERATING</u>						
TOTAL CAPITAL OUTLAY		0	0	0	0	0
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<u>TRANSFERS</u>						
01-49-9-904	Transfer from Wat & Sew - FICA/Med/IMRF	(26,910)	(20,900)	(20,900)	(9,720)	(11,100)
01-49-9-907	Transfer from Storm Sewer	(4,701)	(4,771)	(4,771)	(2,727)	(2,133)
01-49-9-908	Transfer from Wat & Sew - Admin Transfer	(42,356)	(45,286)	(45,286)	(47,411)	(42,852)
TOTAL TRANSFERS		(73,967)	(70,957)	(70,957)	(59,858)	(56,085)
TOTAL FUNCTION		2,547,731	2,251,493	2,468,763	2,100,743	1,908,617
TRANSFERS		73,967	70,957	70,957	59,858	56,085
GRAND TOTAL +/- TRANSFERS		2,621,698	2,322,450	2,539,720	2,160,601	1,964,702

BUILDING DEPARTMENT

SERVICES PROVIDED:

The Building Department is the primary resource center for information, permits and inspections needed by residents, developers and contractors to build, maintain, remodel or develop their property. The Department correlates the numerous requirements, restrictions and contingencies that affect different properties in Flossmoor.

Day-to-day operations involve assisting residents, contractors, developers and others over the phone and in person. Coordination of the permit review and construction process is also a daily function of the Department. A timely review of construction plans must be coordinated with various inspectors. Construction permits are prepared, and the permit fees are calculated and collected. Throughout the construction process, Department personnel inspect the properties and communicate their findings to the contractor, builder or owner. The Department ensures that all occupancy requirements are met and approvals are granted prior to releasing a Certificate of Occupancy.

The Department is also responsible for addressing property maintenance issues throughout the Village. Additionally, contracts for services such as health and elevator inspections are administered. Administrative assistance is also provided to planning and zoning functions.

FY21 ACHIEVEMENTS:

- Development of the Meijer Subdivision and the remainder of the former TIF area.
STATUS: Tesla supercharging stations have been completed and are now operational. VetIQ opened a veterinary clinic within the Meijer Store. Staff has been in discussion with a potential developer for commercial development along Vollmer Road.
- Administer an aggressive campaign to identify property maintenance violations.
STATUS: Staff issued 487 written violation notices and adjudicated 96 citations in 2019.
- Assess the need for newer technologies for building permitting, plan review and inspection software.
STATUS: Staff has been in the process of implementing the new community development software for permitting, review and code enforcement operations. Permit applications may now be submitted online.

FY22 GOALS:

- Continue to oversee the development of the remaining Meijer Subdivision outlots as well as other developments that may arise throughout the Village.
- Continue to monitor the effectiveness of exterior property maintenance inspections and adjudication processes to ensure that property maintenance violations are abated as expeditiously as possible.
- Continue to assess the need for additional enforcement of rental properties and implement new measures as necessary, such as registration and inspections for rental homes.
- Continue the implementation of the new community development software.
- Continue development of new Standard Operating Policies for the Inspectional Services Department, including job descriptions and procedural guidelines.

**FIRE DEPARTMENT
BUILDING DEPARTMENT**

ACCOUNT #		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
	<u>PERSONAL SERVICES</u>					
	Full-Time Salaries					
01-53-1-504	Department Secretary (50/50 /Ins.Svc./P&Z)	28,431	25,292	25,292	20,394	0
01-53-1-507	Building and Zoning Coordinator (50/50 /Ins.Svc./P&Z)	0	0	0	6,126	30,956
01-53-1-509	Building and Zoning Administrator* (50/50 /Ins.Svc./P&Z)	57,356	53,046	53,046	49,916	39,941
01-53-1-540	Fire Chief (30/70 /Ins.Svc./Fire)	43,402	47,728	42,551	39,190	39,456
01-53-1-541	Assistant Fire Chief (as of FY19-20 100% moved to Fire)	0	0	0	(1,728)	29,810
	TOTAL FULL-TIME SALARIES	129,189	126,066	120,889	113,898	140,162
	Part-Time Salaries					
01-53-1-514	Temporary Assistant	3,791	3,804	3,717	1,369	4,866
01-53-1-560	Structural Code Administrator	7,000	0	7,000	4,560	5,610
01-53-1-561	Electrical Code Administrator	10,500	7,315	10,500	8,075	8,113
01-53-1-562	Plumbing Code Administrator	7,000	2,515	7,000	2,483	4,060
01-53-1-565	Building Inspector	9,364	6,860	9,180	7,125	8,738
01-53-1-567	Property Maintenance Inspectors	40,353	24,279	39,650	23,798	24,241
	TOTAL PART-TIME SALARIES	78,008	44,773	77,047	47,410	55,628
01-53-1-570	Sick Leave Buy Back	1,173	400	1,150	(448)	1,723
01-53-1-590	Overtime	6	0	6	0	0
	TOTAL PERSONAL SERVICES	208,376	171,239	199,092	160,860	197,513
*In years prior to FY 19-20 position was titled Inspectional Services Administrator						
	<u>FRINGE BENEFITS</u>					
01-53-2-590	Health Insurance Premium	0	0	22,640	832	19,975
01-53-2-591	Life Insurance Premium	38	76	79	48	58
01-53-2-592	EAP and Wellness Incentive Programs	520	454	560	79	124
01-53-2-593	Unemployment Contributions	149	286	292	257	334
01-53-2-594	Village HSA Contributions	0	0	0	0	0
01-53-2-595	Village FICA Contributions	11,040	15,200	16,344	10,040	11,951
01-53-2-596	Village Medicare Contributions	2,910	3,593	3,782	2,363	2,807
01-53-2-597	Village IMRF Contributions	9,930	8,877	10,087	8,918	7,902
	TOTAL FRINGE BENEFITS	24,587	28,486	53,784	22,537	43,152
	<u>COMMODITIES</u>					
01-53-3-601	Office Supplies	1,000	1,000	1,000	771	930
01-53-3-602	Books and Maps	1,000	1,300	1,840	38	893
01-53-3-603	Postage	750	344	750	271	232
01-53-3-606	Office Equipment	1,000	1,200	1,700	127	730
01-53-3-607	Computer Equipment and Supplies	900	1,145	900	975	929
01-53-3-608	Petroleum Products	2,000	1,033	2,000	996	1,634
01-53-3-612	Uniforms & Related Supplies	1,000	450	1,000	268	707
	TOTAL COMMODITIES	7,650	6,472	9,190	3,446	6,055

**FIRE DEPARTMENT
BUILDING DEPARTMENT**

<u>ACCOUNT#</u>	<u>CONTRACTUAL SERVICES</u>	<u>BUDGET 21-22</u>	<u>PROJ'D 20-21</u>	<u>BUDGET 20-21</u>	<u>ACTUAL 19-20</u>	<u>ACTUAL 18-19</u>
01-53-4-630	Professional Services	0	0	0	0	0
01-53-4-634	Miscellaneous Services	250	0	250	0	0
01-53-4-635	Printing	500	837	500	242	1,167
01-53-4-636	Pre-employment Physicals & Backgrounds	400	0	400	0	0
01-53-4-637	Telephone	1,500	1,443	1,500	1,346	1,587
01-53-4-640	IRMA-Workers Comp Premium	1,620	2,786	2,964	2,248	2,525
01-53-4-641	IRMA-Liability Premium	1,620	1,857	1,976	1,499	1,683
01-53-4-642	IRMA Insurance Deductible	2,500	2,500	2,500	1,869	0
01-53-4-645	Architectural Advisory Review	0	0	0	0	0
01-53-4-656	Fee Collection Services	13,000	13,311	0	14,944	0
01-53-4-658	Elevator Inspection Services	1,750	1,656	1,750	1,787	973
01-53-4-659	Sanitarian Inspection Services	6,600	4,400	6,600	7,200	6,800
TOTAL CONTRACTUAL SERVICES		29,740	28,790	18,440	31,135	14,734
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<u>TRAINING AND CONFERENCES</u>						
01-53-5-660	Dues and Subscriptions:	600	510	600	510	418
01-53-5-661	Training	2,500	960	2,500	799	500
01-53-5-663	Tuition and Fees	1,100	0	1,100	0	0
TOTAL TRAINING AND CONFERENCES		4,200	1,470	4,200	1,309	918
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<u>MAINTENANCE</u>						
01-53-6-670	Office Equipment Maintenance	1,150	488	1,150	846	827
01-53-6-671	Vehicle Maintenance	900	2,142	900	0	255
01-53-6-672	Computer Software Maintenance	3,045	1,051	3,045	240	514
01-53-6-673	Computer Network and Hardware Maintenance	2,189	1,857	2,189	1,265	610
TOTAL MAINTENANCE		7,284	5,538	7,284	2,351	2,206
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<u>CAPITAL OUTLAY/NON OPERATING</u>						
01-53-7-702	Community Development Software	0	32,310	30,756	8,412	0
TOTAL CAPITAL OUTLAY/NON OPERATING		0	32,310	30,756	8,412	0
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<u>TRANSFERS</u>						
01-53-9-904	Transfer from Water and Sewer - FICA/Med/IMRF	(8,280)	(7,600)	(7,600)	(3,240)	(4,440)
01-53-9-907	Transfer from Storm Sewer	(865)	(871)	(871)	(974)	(765)
01-53-9-908	Transfer from Water and Sewer - Admin Transfer	(14,081)	(14,353)	(14,353)	(18,422)	(17,398)
TOTAL TRANSFERS		(23,226)	(22,824)	(22,824)	(22,636)	(22,603)
TOTAL FUNCTION		258,611	251,481	299,922	207,414	241,976
TRANSFERS		23,226	22,824	22,824	22,636	22,603
GRAND TOTAL +/- TRANSFERS		281,837	274,305	322,746	230,050	264,579

BUDGET NOTES

PUBLIC WORKS ADMINISTRATION

SERVICES PROVIDED:

The Public Works Administration budget allocates funding for numerous functions involved in managing the Public Works Department and associated services. In addition to managing and coordinating the everyday functions of the Department, the Public Works Administration of the Department is also responsible for engineering, Division of Inspectional Services support through plan review and field inspections, management of all public works contracts, ordinance enforcement as it applies to Public Works, budgeting, departmental expenditures, personnel management, and project and program development.

FY21 ACHIEVEMENTS:

- Continued compliance with the Illinois Environmental Protection Agency's NPDES Phase II requirements.
- Continued compliance and coordination of activities in the FEMA Community Rating System as a Class 7 Community.
- Completed the Phase I Engineering for the Brookwood Bridge and Butterfield Road Culvert reconstruction project.
- Continue with IEPA low interest loan preparation documents for the Phase IV Sanitary Sewer Rehabilitation Project.
- Began the Phase I Engineering for the Central Business District Roadway, Pedestrian, & Streetscape Improvements Project.
- Completed the design engineering for the Hagen Lane and Douglas Avenue Drainage Improvements Project.

FY22 GOALS:

- Continue to protect the Village's interest in the development and construction of public and quasi-public improvements throughout the Village.
- Continue to pursue funding through the Illinois Environmental Protection Agency for the Phase IV Sanitary Sewer Rehabilitation Project.
- Complete the Phase II Engineering for the Brookwood Bridge and Butterfield Road Culvert reconstruction project.
- Begin the Residential Water Meter Replacement with Radio Read project.
- Pursue grant funding for the Phase II Engineering for the Central Business District Roadway, Pedestrian, & Streetscape Improvements Project.
- Continue to pursue grant funding for the replacement of the Dartmouth Road Bicycle Bridge and Path.

PUBLIC WORKS ADMINISTRATION

ACCOUNT #		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
PERSONAL SERVICES						
Full-Time Salaries						
01-55-1-580	Public Works Director	144,676	141,839	141,839	143,391	136,755
01-55-1-504	Department Secretary	61,493	60,287	60,287	58,624	60,512
TOTAL FULL-TIME SALARIES		206,169	202,126	202,126	202,015	197,267
Part-Time Salaries						
01-55-1-514	Temporary Assistant	6,515	7,000	6,387	12,849	6,694
TOTAL PART-TIME SALARIES		6,515	7,000	6,387	12,849	6,694
01-55-1-570	Sick Leave Buy Back	3,104	3,043	3,043	464	3,123
01-55-1-590	Overtime	112	2,000	112	2,120	804
TOTAL PERSONAL SERVICES		215,900	214,169	211,668	217,448	207,888
FRINGE BENEFITS						
01-55-2-571	COVID-19 Sick Leave	0	0	0		
01-55-2-590	Health Insurance Premium	22,420	19,470	22,640	20,390	20,772
01-55-2-591	Life Insurance Premium	152	152	158	148	154
01-55-2-592	EAP and Wellness Incentive Programs	1,040	907	1,120	409	384
01-55-2-593	Unemployment Contributions	596	572	584	403	662
01-55-2-594	Village H.S.A. Contributions	3,000	3,000	3,000	3,000	3,000
01-55-2-595	Village FICA Contributions	16,560	15,200	16,344	12,714	11,856
01-55-2-596	Village Medicare Contributions	3,880	3,593	3,782	3,125	2,924
01-55-2-597	Village IMRF Contributions	26,480	23,669	26,897	21,114	21,249
TOTAL FRINGE BENEFITS		74,128	66,564	74,525	61,303	61,003
COMMODITIES						
01-55-3-601	Office Supplies	1,200	1,200	1,200	1,330	2,762
01-55-3-602	Books and Maps (Reproductions & Purchases)	350	0	350	0	0
01-55-3-603	Postage	1,800	1,716	1,800	1,284	1,708
01-55-3-605	Operating Supplies	1,000	1,000	1,000	1,132	1,312
01-55-3-606	Office Equipment	800	300	800	0	478
01-55-3-607	Computer Equipment and Supplies	800	800	800	840	670
01-55-3-608	Petroleum Products	2,000	1,519	2,000	1,587	2,219
TOTAL COMMODITIES		7,950	6,535	7,950	6,173	9,149
CONTRACTUAL SERVICES						
01-55-4-630	Professional Services	30,000	35,000	17,550	33,187	39,314
	Consulting Engineers					
	CAD Mapping Services					
01-55-4-635	Printing	350	350	350	1,715	225
01-55-4-636	Pre-employment Physicals	1,100	2,000	1,100	368	804
01-55-4-637	Telephone	13,000	15,582	13,000	18,712	15,842
01-55-4-640	IRMA-Workers Comp Premium	1,620	2,786	2,964	2,248	2,525
01-55-4-641	IRMA-Liability Premium	1,620	1,857	1,976	1,499	1,683
01-55-4-642	IRMA Insurance Deductible	138	0	138	0	0
01-55-4-647	CDL Drug & Alcohol Testing	1,000	477	1,000	616	475
01-55-4-650	GIS Consortium	74,000	0	74,000		
TOTAL CONTRACTUAL SERVICES		122,828	58,053	112,078	58,344	60,868

PUBLIC WORKS ADMINISTRATION

		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
ACCOUNT #	TRAINING					
01-55-5-660	Dues and Subscriptions APWA, II Soc. Prof. Eng., etc.	750	400	750	613	518
01-55-5-661	Training APWA Conf. & Misc. Sem.	1,700	1,000	1,700	809	2,419
	TOTAL TRAINING	2,450	1,400	2,450	1,422	2,937
	MAINTENANCE					
01-55-6-670	Office Equipment Maintenance	1,535	2,659	1,535	1,407	1,386
01-55-6-671	Vehicle Maintenance and Supplies	400	100	400	26	51
01-55-6-672	Computer Software Maintenance	4,035	2,847	4,035	2,968	7,817
01-55-6-673	Computer Network Maintenance	11,639	18,587	18,587	6,248	7,130
	TOTAL MAINTENANCE	17,609	24,193	24,557	10,650	16,384
	CAPITAL OUTLAY/NON-OPERATING					
01-55-7-760	Brookwood Bridge - Engineering (25% GF/75% SS)	20,100	11,182	30,502	2,560	(943)
01-55-7-761	Brookwood Bridge - Reconstruction	0	0	0	0	0
01-55-7-762	CBD Streetscape Improvements	40,000	83,003	85,465	47,801	32,196
01-55-7-763	IEPA Phase 4 Loan Prep Expenses	0	1,000	0	1,288	6,712
01-55-7-764	IEPA Phase 4 Design Engineering	0	0	0	0	0
01-55-7-769	Brookwood Bridge - Construction Observation Service:	0	0	0	0	0
01-55-7-770	Dartmouth Road Bicycle Bridge & Path	0	0	0	0	0
01-55-7-771	Water Meter Replacement Program	0	0	1,426,577	0	47,500
01-55-7-774	Citizen Request Software	0	13,270	6,701	1,390	0
01-55-7-775	Hagen Ln/Douglas Ave Drainage Engineering	0	58,000	58,000	0	0
01-55-7-776	Hagen Ln/Douglas Ave Construction	783,200	0	0	0	0
01-55-7-777	Hagen Ln/Douglas Ave Construction Observation	62,800	0	0	0	0
01-55-7-778	Public Works Workorder Software	10,000	0	0	0	0
01-55-7-779	Water Supply System Improvements	455,500				
	TOTAL CAPITAL OUTLAY	1,371,600	166,456	1,549,245	53,039	85,465
	TRANSFERS					
01-55-9-904	Transfer from Wat & Sew-FICA/Med/IMRF	(12,420)	(13,300)	(13,300)	(4,860)	(7,770)
01-55-9-907	Transfer from Storm Sewer	(70,316)	(68,949)	(68,949)	(65,782)	(59,214)
01-55-9-908	Transfer from Wat & Sew-Admin Transfer	(146,628)	(143,871)	(143,871)	(139,048)	(156,765)
01-55-9-909	Transfer to Sanitary Sewer Rehab	0	0	0	0	45,000
01-55-9-940	Transfer from Municipal Parking	(1,101)	(1,084)	(1,084)	(1,050)	(993)
	TOTAL TRANSFERS	(230,465)	(227,204)	(227,204)	(210,740)	(179,742)
	TOTAL FUNCTION	1,582,000	310,165	1,755,269	197,638	263,952
	TRANSFERS	230,465	227,204	227,204	210,740	179,742
	GRAND TOTAL +/- TRANSFERS	1,812,465	537,369	1,982,473	408,378	443,694

BUDGET NOTES

BUILDING MAINTENANCE

SERVICES PROVIDED:

The Building Maintenance budget is designed to allocate funding for the routine operation and maintenance of the Village Hall, Fire Department, Police Department, and Public Works buildings including utility charges, scavenger service and numerous commodities such as cleaning products, paper products, light bulbs, air filters, etc. Maintenance contracts for the Heating and Air Conditioning System (HVAC), cleaning services and the elevator are also funded through the Building Maintenance budget.

As part of the Capital Equipment Fund, the Village reserves funds for replacement items such as carpeting, painting and other significant maintenance items. Contributions to this fund are based on the life expectancy and replacement costs of various items and systems. It is designed to provide that when each item or system needs to be replaced or rehabilitated, funding will be available.

FY21 ACHIEVEMENTS:

- Completed microphone system replacement for Village Hall Board Room.
- Completed replacement of vehicle lifts at the Public Works Service Center.
- Completed several service door replacements at the Village Hall Complex and Public Works Facility.
- Continue to maintain the fire alarm and suppression system throughout the Village Hall and Public Works Facility.

FY22 GOALS:

- Continue Village Hall scheduled maintenance program by contracting for additional interior/exterior painting.
- Enhance interior maintenance to keep up with increased usage.
- Complete the roof replacement project at the Village Hall Complex.

BUILDING MAINTENANCE

		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
ACCOUNT #	COMMODITIES					
01-67-3-605	Operating Supplies					
	Light Bulbs, etc.	10,000	12,000	10,000	16,121	12,469
01-67-3-615	Small Tools and Equipment	150	610	150	121	427
01-67-3-616	Cleaning Supplies	5,500	5,500	5,500	8,963	5,085
01-67-3-620	Repair Supplies	2,200	5,000	2,200	3,097	1,188
	TOTAL COMMODITIES	17,850	23,110	17,850	28,302	19,170
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	CONTRACTUAL SERVICES					
01-67-4-630	Cleaning Service	21,216	21,216	21,216	24,714	23,676
01-67-4-634	Miscellaneous Services	15,000	10,000	15,000	9,781	14,319
01-67-4-649	Water and Sewer Services	10,000	10,000	10,000	6,499	12,142
01-67-4-653	Gas, Energy/Pumps and Heating	10,000	10,000	10,000	12,068	17,856
01-67-4-654	Scavenger and Disposal Service	3,100	4,240	3,100	3,889	3,461
	TOTAL CONTRACTUAL SERVICES	59,316	55,456	59,316	56,951	71,453
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	MAINTENANCE					
01-67-6-678	Building Repairs	15,000	35,000	5,000	11,983	10,875
01-67-6-679	General and Concrete Repairs		5,000		3,532	3,200
	Center and Buildings	1,500		1,500		
	Concrete Repairs	1,000		1,000		
01-67-6-680	Maintenance Contracts		46,464		36,298	43,981
	Village Hall Elevator	3,500		3,500		
	Village Facilities HVAC Maintenance	20,000		20,000		
	Electrical Improvements	765		765		
	Other Heating Equip. Maint.	600		600		
	Fire System Maint. Alarms/Sprinklers	3,000		3,000		
	Annual Carpet Maintenance	4,000		4,000		
	Hard Surface Floor Maintenance	2,500		2,500		
	Miscellaneous Repairs	12,099		12,099		
	TOTAL MAINTENANCE	63,964	86,464	53,964	51,813	58,056
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	CAPITAL OUTLAY/NON-OPERATING					
01-67-7-762	3400 Flossmoor Road Demolition	0	0	0	0	16,940
01-67-7-763	VH Board Room Sound System	0	0	0	0	8,425
01-67-7-764	VH Board Room Furniture	36,000	0	36,000	18,646	0
01-67-7-765	VH Municipal Complex Improvements	50,000	0	250,000	19,724	8,485
01-67-7-766	Public Works Service Center Security Fence	40,000	40,000	40,000	0	0
	TOTAL CAPITAL OUTLAY	126,000	40,000	326,000	38,370	33,850
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ACCOUNT #	TRANSFERS					
01-67-9-907	Transfer from Storm Sewer	(11,428)	(9,778)	(9,778)	(3,153)	(2,478)
01-67-9-908	Transfer from Water and Sewer Fund	(45,713)	(39,113)	(39,113)	(12,613)	(11,895)
	TOTAL TRANSFERS	(57,141)	(48,891)	(48,891)	(15,766)	(14,373)
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	TOTAL FUNCTION	209,989	156,139	408,239	159,670	168,156
	TRANSFERS	57,141	48,891	48,891	15,766	14,373
	GRAND TOTAL +/- TRANSFERS	267,130	205,030	457,130	175,436	182,529

STREETS AND GROUNDS

SERVICES PROVIDED:

The Streets and Grounds budget is designed to allocate funding for the routine operation and maintenance of Village streets, parkways, traffic islands, parkway trees, and the grounds that encompass Village-owned buildings and utilities. In addition, special horticulture, rotational tree trimming and vacant lot mowing programs are included in this budget.

FY21 ACHIEVEMENTS:

- Completed rotational tree trimming in the Braeburn-Brassie and Ballantrae (in-house) neighborhoods.
- Continued the removal of dead and infested trees as part of the Parkway Tree Program.
- Continued the Sidewalk Replacement Program in areas throughout the Village.
- Coordinated set-up for Holiday Light Parade.
- Completed Tree Planting Program with a total of 100 trees planted.

FY22 GOALS:

- Continue working to enhance the maintenance and appearance of numerous traffic islands, commuter lots, and other Village-owned landscaped areas.
- Continue coordinating with the Green Commission to promote an environmentally conscientious community
- Continue rotational tree trimming in the Heather Hill neighborhood.
- Continue the removal of dead and infested trees as part of the Parkway Tree Program.
- Continue the Tree Planting Program for spring and fall plantings.
- Continue the Sidewalk Replacement Program throughout the Village.
- Continue to provide all maintenance activities for the annual Flossmoor Fest and Winterfest.
- Continue to comply with the new MUTCD sign regulations.
- Continue with the development of a Village-wide sidewalk condition survey.

STREETS AND GROUNDS

GENERAL OPERATING PROGRAM

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'S</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
	Full-Time Salaries					
01-60-1-526	Mechanic (45/5/50 Sts/Fire/Pol)	40,884	38,049	38,049	35,979	32,586
01-60-1-581	Assistant Public Works Director	115,679	107,682	107,682	106,400	68,575
01-60-1-583	Foremen (2)	171,340	167,980	167,980	174,586	155,137
01-60-1-584	Utilities Maintenance Technician	83,438	81,802	81,802	81,831	78,854
01-60-1-585	Maintenance Workers (6)	426,934	368,029	426,457	402,177	377,695
01-60-1-586	Forestry Maintenance Technician	80,899	77,605	77,605	76,694	66,092
01-60-1-589	Pager Compensation	6,552	6,552	6,552	6,141	6,215
	TOTAL FULL-TIME SALARIES	925,726	847,699	906,127	883,808	785,153
	Part-Time Salaries					
01-60-1-592	Temporary Mechanic	27,667	0	27,000	12,940	9,900
	TOTAL PART-TIME SALARIES	27,667	0	27,000	12,940	9,900
01-60-1-570	Sick Leave Buy Back	2,044	3,429	2,004	4,819	547
01-60-1-590	Overtime (Reg. employees)	13,880	13,608	13,608	18,155	9,275
	TOTAL PERSONAL SERVICES	969,317	864,736	948,739	919,722	804,875
	FRINGE BENEFITS					
01-60-2-590	Health Insurance Premium	201,780	175,234	203,760	186,148	186,901
01-60-2-591	Life Insurance Premium	720	719	749	704	673
01-60-2-592	EAP and Wellness Incentive Programs	5,200	4,536	5,600	3,206	3,360
01-60-2-593	Unemployment Contributions	2,384	2,432	2,482	2,154	2,484
01-60-2-594	Village H.S.A. Contributions	2,000	2,000	4,500	4,500	4,500
01-60-2-595	Village FICA Contributions	74,520	58,268	62,654	57,777	51,876
01-60-2-596	Village Medicare Contributions	15,520	14,372	15,128	13,512	12,141
01-60-2-597	Village IMRF Contributions	115,850	94,678	107,589	91,585	84,872
	TOTAL FRINGE BENEFITS	417,974	352,239	402,462	359,586	346,806
	COMMODITIES					
01-60-3-601	Office Supplies	600	600	600	693	1,247
01-60-3-605	Operating Supplies	3,450	3,450	3,450	5,260	3,021
01-60-3-608	Petroleum Products	16,000	16,000	16,000	14,310	14,335
01-60-3-612	Uniforms and Related Supplies	4,600	4,600	4,600	3,785	5,738
01-60-3-615	Small Tools and Equipment	4,450	3,000	4,450	4,101	3,976
01-60-3-618	Safety Equipment and Supplies	2,450	2,450	2,450	6,782	2,775
	TOTAL COMMODITIES	31,550	30,100	31,550	34,930	31,092

STREETS AND GROUNDS

		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
<u>ACCOUNT # CONTRACTUAL</u>						
01-60-4-630	Professional Services	1,000	1,000	1,000	1,800	1,000
01-60-4-635	Annual Street Maintenance	150,000	150,000	150,000	250,000	137,481
01-60-4-636	Pre-employment Physicals	2,000	1,000	2,000	1,798	2,377
01-60-4-638	Advertising	2,000	1,000	2,000	385	514
01-60-4-640	IRMA-Workers Comp Premium	12,150	65,475	69,654	47,219	79,545
01-60-4-641	IRMA-Liability Premium	61,560	72,440	77,064	52,461	48,824
01-60-4-642	IRMA Insurance Deductible	2,614	(2,083)	2,614	2,295	9,852
01-60-4-650	Spoil Disposal	6,000	6,000	6,000	6,883	3,415
01-60-4-651	Equipment Rental	600	200	600	2,234	490
01-60-4-652	Share the Cost Tree Program	0	0	0	5,005	8,725
01-60-4-657	J.U.L.I.E. One-Call	825	624	825	635	759
TOTAL CONTRACTUAL		238,749	295,656	311,757	370,715	292,982
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<u>TRAINING AND CONFERENCES</u>						
01-60-5-660	Dues and Subscriptions	800	800	800	740	810
01-60-5-661	Training: Miscellaneous Training and Seminars	1,000	1,000	1,000	1,930	2,210
TOTAL TRAINING AND CONFERENCES		1,800	1,800	1,800	2,670	3,020
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<u>MAINTENANCE</u>						
01-60-6-671	Maintenance and Supplies	11,000	11,000	11,000	13,804	12,433
01-60-6-676	Radio System Maintenance	400	200	400	5,216	0
01-60-6-677	Repairs	2,505	2,505	2,505	4,688	11,570
01-60-6-678	Contract Landscape Maintenance	40,000	40,000	40,000	21,865	46,170
01-60-6-681	Art Program Maintenance	500	755	500	0	0
01-60-6-682	CBD Flags	3,000	1,680	1,500	3,010	1,500
TOTAL MAINTENANCE		57,405	56,140	55,905	48,583	71,673
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<u>TRANSFERS</u>						
01-60-9-904	Transfer from Water & Sewer - FICA/Med/IMRF	(60,030)	(53,200)	(53,200)	(21,870)	(33,300)
01-60-9-907	Transfer from Storm Sewer	(288,036)	(276,941)	(276,941)	(279,680)	(215,210)
01-60-9-908	Transfer from Water & Sewer - Admin Transfer	(590,250)	(573,105)	(573,105)	(582,333)	(541,265)
01-60-9-940	Transfer from Municipal Parking	(11,012)	(10,843)	(10,843)	(10,504)	(9,934)
TOTAL TRANSFERS		(949,328)	(914,089)	(914,089)	(894,387)	(799,709)
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TOTAL GENERAL OPERATING PROGRAM		767,467	686,582	838,124	841,820	750,739

STREETS AND GROUNDS

SNOW AND ICE CONTROL		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
ACCOUNT #	PERSONAL SERVICES	21-22	20-21	20-21	19-20	18-19
01-61-1-590	Overtime (Reg. employees)	17,015	16,681	16,681	11,837	23,595
TOTAL PERSONAL SERVICES		17,015	16,681	16,681	11,837	23,595
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FRINGE BENEFITS						
01-61-2-595	Village FICA Contributions	0	2,533	2,724	714	1,421
01-61-2-596	Village Medicare Contributions	0	0	0	167	333
01-61-2-597	Village IMRF Contributions	3,310	2,959	3,362	1,323	2,246
TOTAL FRINGE BENEFITS		3,310	5,492	6,086	2,204	4,000
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COMMODITIES						
01-61-3-615	Small Tools and Equipment	250	250	250	52	138
TOTAL COMMODITIES		250	250	250	52	138
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MAINTENANCE						
01-61-6-677	Program Maintenance	2,745	2,745	2,745	6,296	3,292
TOTAL MAINTENANCE		2,745	2,745	2,745	6,296	3,292
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TRANSFERS						
01-61-9-904	Transfer from Water & Sewer - FICA/Med/IMRF	0	(1,900)	(1,900)	(810)	0
TOTAL TRANSFERS		0	(1,900)	(1,900)	(810)	0
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TOTAL SNOW AND ICE PROGRAM		23,320	23,268	23,862	19,580	31,025

STREETS AND GROUNDS

HORTICULTURE MAINTENANCE

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
	Part-Time Salaries					
01-62-1-591	Seasonal Employees	23,763	15,500	23,297	14,835	22,189
01-62-1-593	Laborers	15,333	0	15,000	0	0
	TOTAL PART-TIME SALARIES	39,096	15,500	38,297	14,835	22,189
	FRINGE BENEFITS					
01-62-2-595	Village FICA Contributions	2,724	2,533	2,724	920	1,376
01-62-2-596	Village Medicare Contributions	0	0	0	215	322
	TOTAL FRINGE BENEFITS	2,724	2,533	2,724	1,135	1,697
	COMMODITIES					
01-62-3-615	Small Tools and Equipment	1,000	1,000	1,000	461	546
01-62-3-619	Program Commodities	3,635	3,635	3,635	4,831	5,320
	TOTAL COMMODITIES	4,635	4,635	4,635	5,291	5,866
	MAINTENANCE					
01-62-6-677	Program Maintenance	1,450	2,500	1,450	868	353
01-62-6-681	Art Landscaping Maintenance	1,000	0	1,000	0	0
	TOTAL MAINTENANCE	2,450	2,500	2,450	868	353
	TRANSFERS					
01-62-9-904	Transfer from Water & Sewer - FICA/Med/IMRF	0	0	0	0	0
	TOTAL TRANSFERS	0	0	0	0	0
	TOTAL HORTICULTURE MAINTENANCE	48,905	25,168	48,106	22,129	30,106

STREETS AND GROUNDS

PARKWAY TREE MAINTENANCE

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
01-63-1-592	Part-Time Salaries Laborers	5,365	0	5,220	4,860	3,303
	TOTAL PART-TIME SALARIES	5,365	0	5,220	4,860	3,303
01-63-1-590	Overtime (Storm Damage)	1,421	7,500	1,393	2,476	1,367
	TOTAL PERSONAL SERVICES	6,786	7,500	6,613	7,336	4,670
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	FRINGE BENEFITS					
01-63-2-595	Village FICA Contributions	0	0	0	449	287
01-63-2-596	Village Medicare Contributions	0	0	0	105	67
01-63-2-597	Village IMRF Contributions	0	0	0	234	140
	TOTAL FRINGE BENEFITS	0	0	0	789	494
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	COMMODITIES					
01-63-3-615	Small Tools and Equipment	600	1,069	600	147	782
01-63-3-619	Tree Planting Program	10,000	10,000	10,000		
	TOTAL COMMODITIES	10,600	11,069	10,600	147	782
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	CONTRACTUAL SERVICES					
01-63-4-653	Parkway Tree Services:		127,000		111,003	137,560
	Removals and emergency work	70,000		70,000		
	Parkway tree inventory update	5,000		5,000		
	Parkway tree trimming	52,000		52,000		
01-63-4-654	Leaf Collection Program	20,369	20,000	20,000	19,826	0
	TOTAL CONTRACTUAL SERVICES	147,369	147,000	147,000	130,829	137,560
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	MAINTENANCE					
01-63-6-677	Program Maintenance	1,385	500	1,385	479	0
	TOTAL MAINTENANCE	1,385	500	1,385	479	0
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	TOTAL PARKWAY TREE PROGRAM	166,140	166,069	165,598	139,579	143,507

STREETS AND GROUNDS

WEEDY LOT PROGRAM

<u>ACCOUNT #</u>	<u>COMMODITIES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
01-64-3-615	Small Tools and Equipment	950	400	950	0	0
TOTAL COMMODITIES		950	400	950	0	0
<hr/>						
	<u>CONTRACTUAL SERVICES</u>					
01-64-4-653	Code Enforcement Mowing Services	2,500	2,500	2,000	2,882	2,385
TOTAL CONTRACTUAL SERVICES		2,500	2,500	2,000	2,882	2,385
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	<u>MAINTENANCE</u>					
01-64-6-677	Program Maintenance	1,000	400	1,000	36	0
TOTAL MAINTENANCE		1,000	400	1,000	36	0
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	<u>TRANSFERS</u>					
01-64-9-904	Transfer from Water & Sewer-FICA/Med/IMRF	0	0	0	0	0
TOTAL TRANSFERS		0	0	0	0	0
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TOTAL WEEDY LOT PROGRAM		4,450	3,300	3,950	2,917	2,385

STREETS AND GROUNDS

CONCRETE REPAIR PROGRAM

<u>ACCOUNT #</u>	<u>COMMODITIES</u>	<u>BUDGET</u>	<u>PROJ'D</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ACTUAL</u>
		<u>21-22</u>	<u>20-21</u>	<u>20-21</u>	<u>19-20</u>	<u>18-19</u>
01-65-3-615	Small Tools and Equipment	330	0	330	530	156
01-65-3-619	Program Commodities (See also MFT Budget)	1,500	1,734	1,500	1,350	1,879
01-65-3-627	Art Program Commodities	500	0	500	0	0
TOTAL COMMODITIES		2,330	1,734	2,330	1,880	2,035
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<u>MAINTENANCE</u>						
01-65-6-677	Program Maintenance	100	100	100	0	40
01-65-6-683	Sidewalk Replacement Program	147,331	100,000	100,000	99,752	101,931
TOTAL MAINTENANCE		147,431	100,100	100,100	99,752	101,971
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TOTAL CONCRETE REPAIR PROGRAM		149,761	101,834	102,430	101,632	104,006
(See also MFT budget)						

GENERAL CLEAN-UP

<u>PERSONAL SERVICES</u>						
Part-Time Salaries						
01-66-1-592	Laborers	5,365	0	5,220	2,781	4,914
TOTAL PART-TIME SALARIES		5,365	0	5,220	2,781	4,914
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<u>FRINGE BENEFITS</u>						
01-66-2-595	Village FICA Contributions	0	0	0	172	305
01-66-2-596	Village Medicare Contributions	0	0	0	40	71
TOTAL FRINGE BENEFITS		0	0	0	213	376
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<u>MAINTENANCE</u>						
01-66-6-677	Program Maintenance	100	0	100	0	0
TOTAL MAINTENANCE		100	0	100	0	0
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TOTAL GENERAL CLEAN-UP PROGRAM		5,465	0	5,320	2,994	5,290

STREETS AND GROUNDS

ASPHALT MAINTENANCE

<u>ACCOUNT #</u>	<u>COMMODITIES</u>	<u>BUDGET</u>	<u>PROJ'D</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ACTUAL</u>
		<u>21-22</u>	<u>20-21</u>	<u>20-21</u>	<u>19-20</u>	<u>18-19</u>
01-68-3-619	Program Commodities	4,000	4,000	4,000	3,209	3,965
TOTAL ASPHALT MAINTENANCE PROGRAM		4,000	4,000	4,000	3,209	3,965
TOTAL FUNCTION		1,169,508	1,010,222	1,191,390	1,133,859	1,071,022
TRANSFERS		949,328	915,989	915,989	895,197	799,709
GRAND TOTAL +/- TRANSFERS		2,118,836	1,926,211	2,107,379	2,029,056	1,870,731

Budget Salaries Total Full-Time	925,726	847,699	906,127	883,808	785,153
Budget Salaries Total Part-Time	77,493	15,500	75,737	35,416	40,306
Budget Sick Leave Buy Back Total	2,044	3,429	2,004	4,819	547
Budget Overtime Total	32,316	37,789	31,682	32,468	34,237
Budget Personal Services	1,037,579	904,417	1,015,550	956,511	860,243
Budget Fringe Benefits Total	424,008	360,264	411,272	363,927	353,373
Budget Commodities Total	54,315	52,188	54,315	45,510	43,878
Budget Contractual Total	388,618	445,156	460,757	504,425	432,928
Budget Training and Conferences Total	1,800	1,800	1,800	2,670	3,020
Budget Maintenance Total	212,516	162,385	163,685	156,013	177,289
Budget Capital Outlay/Non-Operating Total	0	0	0	0	0
Budget Transfers Total	(949,328)	(915,989)	(915,989)	(895,197)	(799,709)

BUDGET NOTES

WATER REVENUES

<u>ACCOUNT #</u>	<u>SOURCE</u>	BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
08-00-2-488	Water Meter Permit Fees	4,840	2,750	5,510	3,340	6,318
08-00-4-401	Water Sales (11.48 per 1,000 gallons)	2,827,000	2,785,000	2,835,000	2,711,933	2,750,744
08-00-4-402	Water Bill Assistance Credits	(7,700)	(6,270)	(9,600)	(6,375)	(10,482)
08-00-4-403	Water Tap Inspection Fees	150	220	220	0	225
08-00-4-404	Water New Account Fees	5,580	4,630	6,690	4,852	6,000
08-00-4-405	Penalties - Water	50,000	34,300	49,000	41,621	52,145
08-00-4-406	Shut-Off Notice Fees	24,000	21,050	25,700	30,173	20,783
08-00-4-407	Shut-Off List Fees	22,000	7,930	23,800	26,400	27,581
08-00-4-409	Water Construction Charges	0	0	0	0	0
08-00-6-480	Interest - Water (75/25 W/S)	3,400	1,460	4,000	12,545	11,044
08-00-6-482	NSF Fees	410	220	460	414	594
08-00-6-483	Payment Plan Fees	1,070	660	1,390	1,575	525
08-00-6-484	Equalization Fees (38% wat, 7% sew, 55% Gen. Fund)	500	220	0	0	237
08-00-6-486	Miscellaneous Revenue	4,430	2,560	5,890	8,855	4,676
08-00-6-487	Capital Contributions		0	0	0	0
08-00-6-488	Unrealized Gain/Loss		0	0	2,180	361
08-00-6-489	Sale of Village Property		0	0	2,264	0
TOTAL WATER REVENUES		2,935,680	2,854,730	2,948,060	2,839,777	2,870,750

SEWER REVENUES

<u>ACCOUNT #</u>	<u>SOURCE</u>	BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
08-00-4-410	Sewer Service (3.77 per 1,000 gallons)	892,000	881,000	758,000	731,931	696,304
08-00-4-411	Sewer Bill Assistance Credits	(2,500)	(2,090)	(3,200)	(2,125)	(3,494)
08-00-4-412	Sewer Only Account Sales (\$60.00 per qtr.)	2,040	2,120	2,120	1,920	1,920
08-00-4-413	Sewer Tap Inspection Fees	130	150	150	0	225
08-00-4-414	Sewer New Account Fees	1,380	1,140	1,660	1,174	1,500
08-00-4-415	Penalties - Sewer	16,700	11,400	17,600	13,874	17,382
08-00-6-481	Interest - Sewer (75/25 W/S)	1,100	490	1,300	4,212	3,681
08-00-6-485	Equalization Fees (38% wat, 7% sewer, 55% Gen. Fund)	90	40	0	0	44
TOTAL SEWER REVENUES		910,940	894,250	777,630	750,986	717,561
TOTAL WATER AND SEWER REVENUES		3,846,620	3,748,980	3,725,690	3,590,763	3,588,311

WATER AND SEWER SUMMARY (PROJECTIONS FY21)

CATEGORY	WATER ADMINISTRATION	WATER DISTRIBUTION	SEWER ADMINISTRATION	SEWAGE COLLECTION	TOTALS WATER & SEWER
FULL TIME	0	0	0	0	0
PART TIME	7,402	17,600	2,468	4,950	32,420
OVERTIME	0	15,000	0	4,000	19,000
IMRF/SS	0	0	0	0	0
PERS. SERVICES	7,402	32,600	2,468	8,950	51,420
COMMODITIES	9,340	78,055	4,360	20,195	111,950
CONTRACTUAL	18,550	1,483,686	6,280	34,119	1,542,635
TRAINING	200	920	200	400	1,720
MAINTENANCE	5,200	188,932	4,290	276,279	474,701
CAPITAL OUTLAY/NON-OPERATING	0	293,382	0	0	293,382
DEBT SERVICE	0	0	0	0	0
TRANSFERS	899,616	0	668,050	0	1,567,666
TOTAL FUNCTION	940,308	2,077,576	685,648	339,943	4,043,474
TRANSFERS	(899,616)	0	(668,050)	0	(1,567,666)
GRAND TOTAL +/-					
TRANSFERS	40,692	2,077,576	17,598	339,943	2,475,808

WATER AND SEWER SUMMARY (BUDGETED FY22)

CATEGORY	WATER ADMINISTRATION	WATER DISTRIBUTION	SEWER ADMINISTRATION	SEWAGE COLLECTION	TOTALS WATER & SEWER
FULL TIME	0	0	0	0	0
PART TIME	7,551	25,799	2,517	5,117	40,984
OVERTIME	0	31,095	0	7,965	39,060
IMRF/SS	0	0	0	0	0
PERS. SERVICES	7,551	56,894	2,517	13,082	80,044
COMMODITIES	10,940	69,790	5,120	24,130	109,980
CONTRACTUAL	19,620	1,504,932	6,930	35,420	1,566,902
TRAINING	1,725	920	1,725	500	4,870
MAINTENANCE	4,630	175,700	3,720	116,400	224,750
CAPITAL OUTLAY/NON-OPERATING	0	20,000	0	0	20,000
DEBT SERVICE	0	0	0	0	0
TRANSFERS	936,359	0	677,601	0	1,613,960
TOTAL FUNCTION	980,825	1,828,236	697,613	189,532	3,696,206
TRANSFERS	(936,359)	0	(677,601)	0	(1,613,960)
GRAND TOTAL +/-					
TRANSFERS	44,466	1,828,236	20,012	189,532	2,082,246

WATER ADMINISTRATION

SERVICES PROVIDED:

The Water Administration Department of the Water & Sewer Fund provides an accounting for costs associated with administering the water billing, collection, and customer account management functions. Water Administration is responsible for managing approximately 3,800 water accounts which result in the quarterly billing of approximately 15,000 accounts. Functions include processing water billings, payments, new accounts, final reads, service orders with Public Works, collection of delinquent accounts, payment plans, financial assistance program, daily customer service, bank account maintenance/reconciliation, management of InvoiceCloud customer payment portal system, management of Identity Theft Prevention Program (as mandated by FTC) and posting activity to the Village's general ledger. Water Administration also supervises the Water Meter Reader position.

FY21 ACHIEVEMENTS:

- Maintained water collection rate at 99.7% of billings.
- Maintained high standard of daily operations; efficiency resulted in 2 audit adjustments.
- Worked with Public Works on residential water meter replacement program.
- Began implementation and went "live" with new BS&A Software for financial system software including utility billing.
- Began implementation and went "live" with InvoiceCloud as new customer payment portal service provider.
- Participated in ongoing project to review alternate water supply options.
- Implemented new bad debt policy approved by Village Board.

FY22 GOALS:

- Maintain collection rate at high percentage.
- Research utilizing other technologies in connection with financial system software including ACH direct debit and direct credit card billing; research as possible.
- Complete implementation of new financial system software with BS&A for utility billing.
- Complete implementation of new customer payment portal with InvoiceCloud.
- Work with Public Works on residential water meter replacement program if project is undertaken.
- Implement financing option selected for residential water meter replacement program.
- Participate in ongoing project to review alternate water supply options; assist with implementation of selected option.
- Implement financing option for alternate water supply if financing becomes necessary.

WATER ADMINISTRATION

		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
<u>ACCOUNT # PERSONAL SERVICES</u>						
Part-Time Salaries						
08-10-1-501	Water Meter Reader (75/25 WA/SA)	7,551	7,402	7,402	7,298	7,096
TOTAL PART-TIME SALARIES		7,551	7,402	7,402	7,298	7,096
TOTAL PERSONAL SERVICES		7,551	7,402	7,402	7,298	7,096
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<u>COMMODITIES</u>						
08-10-3-601	Office Supplies	340	220	400	350	447
08-10-3-602	Books and Maps	100	50	100	0	0
08-10-3-603	Postage	8,120	7,220	7,910	8,882	7,083
	Mailing water bills, notices, etc.					
08-10-3-606	Office Equipment	500	250	500	0	0
08-10-3-607	Computer Equipment and Supplies	1,650	1,500	1,790	1,781	1,448
08-10-3-608	Petroleum Products	30	0	50	34	33
08-10-3-610	Miscellaneous	200	100	200	0	24
TOTAL COMMODITIES		10,940	9,340	10,950	11,047	9,036
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<u>CONTRACTUAL SERVICES</u>						
08-10-4-634	Miscellaneous Services	1,500	500	1,500	514	947
08-10-4-635	Printing	3,720	4,000	3,420	4,490	2,660
08-10-4-654	Invoice Cloud Customer Portal Service	3,000	1,250	3,000		
08-10-4-655	Bank Service Charges	11,100	12,600	12,800	10,965	10,193
08-10-4-656	Collection Services	300	200	600	341	0
TOTAL CONTRACTUAL SERVICES		19,620	18,550	21,320	16,310	13,800
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<u>TRAINING AND CONFERENCES</u>						
08-10-5-660	Dues and Subscriptions	100	0	100	0	0
08-10-5-661	Training	1,625	200	1,625	1,079	683
TOTAL TRAINING AND CONFERENCES		1,725	200	1,725	1,079	683
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<u>MAINTENANCE</u>						
08-10-6-672	Computer Software Maintenance	4,630	5,200	3,200	4,544	4,111
TOTAL MAINTENANCE		4,630	5,200	3,200	4,544	4,111

WATER ADMINISTRATION

		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
ACCOUNT #	DEBT SERVICE					
	None					
TOTAL DEBT SERVICE		0	0	0	0	0
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TRANSFERS						
08-10-9-901	Transfer to General Fund - Admin Transfer	691,280	663,354	663,354	647,784	626,449
08-10-9-904	Transfer to General-FICA/Med/IMRF	163,000	150,000	150,000	68,000	91,000
08-10-9-916	Transfer to Capital Equipment	82,079	86,262	86,262	121,711	99,018
TOTAL TRANSFERS		936,359	899,616	899,616	837,495	816,467
TOTAL FUNCTION		980,825	940,308	944,213	877,773	851,193
TRANSFERS		(936,359)	(899,616)	(899,616)	(837,495)	(816,467)
GRAND TOTAL +/- TRANSFERS		44,466	40,692	44,597	40,278	34,726

BUDGET NOTES

WATER DISTRIBUTION

SERVICES PROVIDED:

The Water Distribution budget allocates funding to provide for the costs associated with the operation and maintenance of the Village's potable water system.

Flossmoor uses an average of 850,329 gallons of water per day and is served by a water system comprised of approximately 64 miles of water mains, 822 fire hydrants, 724 main line valves, pumping facilities, three elevated water towers, and a three million gallon underground storage facility. Also included are water services and individual meters connecting the system to some 3,755 customers.

FY21 ACHIEVEMENTS:

- Conducted leak detection program over entire system with repairs to all leaks discovered.
- Continued maintenance on Village's water distribution system, including repair and replacement work on fire hydrants and water main valves.
- Continued working with an on-line backflow device inspection and database program with BSI, Inc.
- Completed the due diligence study of alternatives for a new water supply source.
- Partnered with Village of Homewood to begin a corrosion control study of potential new water supply source.

FY22 GOALS:

- Continue leak detection program to minimize system losses.
- Continue with the regular valve exercising and hydrant flushing program.
- Begin Residential Water Meter Replacement with Radio Read Project.
- Complete corrosion control study and work towards implementation of switching to a new water supplier.

WATER DISTRIBUTION

<u>ACCOUNT #</u>		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
<u>PERSONAL SERVICES</u>						
<u>PART-TIME SALARIES</u>						
08-11-1-591	Laborer	5,365	0	5,220	3,600	0
	TOTAL PART-TIME SALARIES	5,365	0	5,220	3,600	0
08-11-1-590	Overtime	31,095	15,000	30,485	16,193	27,860
	TOTAL PERSONAL SERVICES	36,460	15,000	35,705	19,793	27,860
<u>COMMODITIES</u>						
08-11-3-601	Office Supplies	595	595	595	334	604
08-11-3-605	Operating Supplies	1,970	1,970	1,970	2,618	1,188
08-11-3-608	Petroleum Products	10,000	10,000	10,000	12,857	13,743
08-11-3-615	Small Tools and Equipment	2,200	2,200	2,200	2,973	2,328
08-11-3-618	Safety Equipment and Supplies	3,465	2,500	3,465	5,849	2,863
	TOTAL COMMODITIES	18,230	17,265	18,230	24,631	20,727
<u>CONTRACTUAL</u>						
08-11-4-630	Equipment Rental	100	0	100	0	0
08-11-4-631	Electric, Power and Light	30,000	30,000	30,000	38,422	34,200
08-11-4-632	Leak Detection Program	15,000	15,000	15,000	14,565	21,720
08-11-4-634	Miscellaneous Services	5,500	6,175	5,500	3,833	6,926
08-11-4-635	Homewood - Lake Michigan Water	1,397,832	1,376,487	1,356,222	1,416,585	1,370,520
08-11-4-636	Homewood - Oper. and Maint. Charges	55,400	55,400	55,400	38,881	32,284
08-11-4-637	Telephone	0	0	0	0	0
08-11-4-638	Advertising	275	0	275	0	0
08-11-4-657	J.U.L.I.E One-Call	825	624	825	635	759
	TOTAL CONTRACTUAL SERVICES	1,504,932	1,483,686	1,463,322	1,512,921	1,466,409
<u>TRAINING AND CONFERENCES</u>						
08-11-5-660	Dues and Subscriptions	120	120	120	228	175
08-11-5-661	Training	800	800	800	1,503	1,669
	TOTAL TRAINING AND CONFERENCES	920	920	920	1,731	1,844

WATER DISTRIBUTION

<u>ACCOUNT #</u>	<u>MAINTENANCE</u>	BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
08-11-6-671	Maintenance and Supplies	8,000	12,000	8,000	12,033	12,663
08-11-6-672	Water Meters and ROMs	10,000	18,000	10,000	14,853	24,123
08-11-6-673	Large Meter Testing and Repair (50/50 WD/SC)	5,000	5,000	5,000	453	4,117
08-11-6-675	System Maintenance and Repairs Valves, Hydrants, Clamps, etc.	45,000	46,550	20,000	46,245	47,723
08-11-6-676	Radio System Maintenance	800	200	800	0	0
08-11-6-677	Water Facility Maintenance	24,000	24,000	24,000	15,465	55,694
08-11-6-678	Fire Hydrant Flow Testing	30,000	30,000	30,000	33,611	31,876
08-11-6-679	Fire Hydrant Rehabilitation/Sandblast and Paint	38,000	38,000	38,000	0	7
08-11-6-680	Water Valve Contract Maintenance	13,500	14,382	13,500	10,045	12,050
TOTAL MAINTENANCE		174,300	188,132	149,300	132,705	188,252

<u>CAPITAL OUTLAY/NON-OPERATING</u>						
08-11-7-749	Water Meter Replacement Program	0	0	225,000	0	0
08-11-7-770	Harvey Water Rate Study	0	0	0	8,445	0
08-11-7-771	Water Supply Feasibility Study	20,000	293,382	293,382	89,752	5,600
TOTAL CAPITAL OUTLAY		20,000	293,382	518,382	98,197	5,600

GROUNDS REPAIR PROGRAM

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>					
<u>Part-Time Services</u>						
08-12-1-592	Laborer (34/33/33 WD/SC/SSR)	5,267	5,100	5,100	2,697	4,253
TOTAL PART-TIME SALARIES		5,267	5,100	5,100	2,697	4,253
<u>COMMODITIES</u>						
08-12-3-615	Small Tools and Equipment	845	845	845	670	0
08-12-3-619	Program Commodities	1,500	1,500	1,500	2,007	1,895
TOTAL COMMODITIES		2,345	2,345	2,345	2,677	1,895
<u>MAINTENANCE</u>						
08-12-6-677	Program Maintenance	200	200	200	0	0
TOTAL MAINTENANCE		200	200	200	0	0
TOTAL GROUNDS REPAIR PROGRAM		7,812	7,645	7,645	5,374	6,149

WATER DISTRIBUTION

WATER SYSTEM IMPROVEMENT PROGRAM

ACCOUNT #		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
	PERSONAL SERVICES					
	Part-Time Services					
08-13-1-592	Laborer	15,167	12,500	15,000	8,096	5,519
	TOTAL PART-TIME SALARIES	15,167	12,500	15,000	8,096	5,519
	COMMODITIES					
08-13-3-615	Small Tools and Equipment	1,395	1,000	1,395	1,566	1,959
08-13-3-619	Program Commodities	40,000	50,450	20,450	46,734	32,499
	TOTAL COMMODITIES	41,395	51,450	21,845	48,300	34,458
	CONTRACTUAL SERVICES					
08-13-4-645	Engineer and Architect	0	0	0	0	0
	TOTAL CONTRACTUAL SERVICES	0	0	0	0	0
	MAINTENANCE					
08-13-6-677	Program Maintenance	1,000	500	1,000	231	1,032
	TOTAL MAINTENANCE	1,000	500	1,000	231	1,032
	TOTAL WATER SYSTEM IMPROVEMENT	57,562	64,450	37,845	56,627	41,008

STREET MAINTENANCE PROGRAM

	COMMODITIES					
08-14-3-611	Concrete	2,295	2,295	2,295	1,105	1,410
08-14-3-612	Asphalt Mix	4,000	4,000	4,000	3,148	3,355
08-14-3-613	Concrete Forms and Materials	600	300	600	0	0
08-14-3-614	Asphalt Materials	245	100	245	89	0
08-14-3-615	Small Tools and Equipment	680	300	680	370	0
	TOTAL COMMODITIES	7,820	6,995	7,820	4,712	4,765
	MAINTENANCE					
08-14-6-677	Program Maintenance	200	100	200	0	0
	TOTAL MAINTENANCE	200	100	200	0	0
	TOTAL STREET MAINTENANCE	8,020	7,095	8,020	4,712	4,765
	TOTAL FUNCTION	1,828,236	2,077,575	2,239,369	1,856,691	1,762,614
	TRANSFERS					
	GRAND TOTAL	1,828,236	2,077,575	2,239,369	1,856,691	1,762,614

TOTAL PART-TIME SALARIES	25,799	17,600	25,320	14393	9772
TOTAL OVERTIME	31,095	15,000	30,485	16193	27860
TOTAL PERSONAL SERVICES	56,894	32,600	55,805	30586	37632
TOTAL COMMODITIES	69,790	78,055	50,240	80320	61845
TOTAL CONTRACTUAL	1,504,932	1,483,686	1,463,322	1512921	1466409
TOTAL TRAINING AND CONFERENCES	920	920	920	1731	1844
TOTAL MAINTENANCE	175,700	188,932	150,700	132936	189283
TOTAL CAPITAL OUTLAY/NON-OPERATING	20,000	293,382	518,382	98197	5600
TOTAL FUNCTION	1,828,236	2,077,575	2,239,369	1856691	1762614

SEWER ADMINISTRATION

SERVICES PROVIDED:

The Sewer Administration Department of the Water & Sewer Fund provides an accounting for costs associated with administering the sanitary sewer service, sanitary sewer surcharge and stormwater sewer service billing, collection, and customer account management functions. Sewer Administration is responsible for managing approximately 3,800 sewer accounts which result in the quarterly billing of approximately 15,000 accounts. Functions include processing sewer billings, payments, new accounts, final reads, service orders with Public Works, collection of delinquent accounts, payment plans, financial assistance program, daily customer service, bank account maintenance/reconciliation, management of InvoiceCloud customer payment portal system, management of Identity Theft Prevention Program (as mandated by FTC) and posting activity to the Village's general ledger. Sewer Administration also supervises the Water Meter Reader position.

FY21 ACHIEVEMENTS:

- Maintained sewer collection rate at 99.7% of billings.
- Maintained high standard of daily operations; efficiency resulted in 2 audit adjustments.
- Worked with Public Works on residential water meter replacement program.
- Began implementation and went "live" with new BS&A Software for financial system software including utility billing.
- Began implementation and went "live" with InvoiceCloud as new customer payment portal service provider.
- Participated in ongoing project to review alternate water supply options.
- Implemented new bad debt policy approved by Village Board.

FY22 GOALS:

- Maintain collection rate at high percentage.
- Research utilizing other technologies in connection with financial system software including ACH direct debit and direct credit card billing; research as possible.
- Complete implementation of new financial system software with BS&A for utility billing.
- Complete implementation of new customer payment portal with InvoiceCloud.
- Work with Public Works on residential water meter replacement program if project is undertaken.
- Implement financing option selected for residential water meter replacement program.
- Participate in ongoing project to review alternate water supply options; assist with implementation of selected option.
- Implement financing option for alternate water supply if financing becomes necessary.

SEWER ADMINISTRATION

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
	Part-Time Salaries					
08-20-1-501	Water Meter Reader (25/75 SA/WA)	2,517	2,468	2,468	2,433	2,365
	TOTAL PART-TIME SALARIES	2,517	2,468	2,468	2,433	2,365
	TOTAL PERSONAL SERVICES	2,517	2,468	2,468	2,433	2,365
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	COMMODITIES					
08-20-3-601	Office Supplies	230	150	280	270	268
08-20-3-602	Books and Maps	100	50	100	0	0
08-20-3-603	Postage	2,720	2,540	2,780	2,715	2,507
08-20-3-606	Office Equipment	500	250	500	0	0
08-20-3-607	Computer Equipment and Supplies	1,540	1,370	1,630	1,781	1,448
08-20-3-608	Petroleum Products	30	0	50	34	33
	TOTAL COMMODITIES	5,120	4,360	5,340	4,800	4,256
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	CONTRACTUAL SERVICES					
08-20-4-634	Miscellaneous Services	750	250	750	172	762
08-20-4-635	Printing	1,370	1,460	1,250	1,637	990
08-20-4-654	Invoice Cloud Customer Portal Service	1,000	420	1,000	0	
08-20-4-655	Bank Service Charges	3,720	4,100	4,260	3,750	3,398
08-20-4-656	Collection Services	90	50	140	114	0
	TOTAL CONTRACTUAL SERVICES	6,930	6,280	7,400	5,673	5,150
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	TRAINING AND CONFERENCES					
08-20-5-660	Dues and Subscriptions	100	0	100	0	0
08-20-5-661	Training	1,625	200	1,625	1,319	885
	TOTAL TRAINING AND CONFERENCES	1,725	200	1,725	1,319	885
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	MAINTENANCE					
08-20-6-672	Computer Software Maintenance	3,720	4,290	2,290	3,686	3,253
	TOTAL MAINTENANCE	3,720	4,290	2,290	3,686	3,253
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	TRANSFERS					
08-20-9-901	Transfer to General Fund-Admin Transfer	534,818	515,088	515,088	504,809	488,468
08-20-9-904	Transfer to General Fund-FICA/Med/IMRF	44,000	40,000	40,000	13,000	20,000
08-20-9-916	Transfer to Capital Equipment	98,783	112,962	112,962	158,899	128,817
	TOTAL TRANSFERS	677,601	668,050	668,050	676,708	637,285
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	TOTAL FUNCTION	697,613	685,648	687,273	694,619	653,194
	TRANSFERS	(677,601)	(668,050)	(668,050)	(676,708)	(637,285)
	GRAND TOTAL +/- TRANSFERS	20,012	17,598	19,223	17,911	15,909

SEWAGE COLLECTION

SERVICES PROVIDED:

The Sewage Collection budget allocates funding to provide for the ongoing costs associated with the operation and maintenance of the Village's sanitary sewer collection system.

The 48 miles of Flossmoor's collection system collects and pumps to the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC), an amount of wastewater that is in excess of one million gallons per day. During heavy rain, this amount can increase significantly. Assisting in the effort are six underground sewage pumping stations with pumping capacities of up to 3,300 gallons per minute. This entire system, including pump stations, requires ongoing routine maintenance as well as emergency repairs to various components.

FY21 ACHIEVEMENTS:

- Completed systematic pumping equipment maintenance/rehabilitation at lift stations.
- Performed miscellaneous spot repairs to damaged sewer throughout the Village.

FY22 GOALS:

- Continue with pump station equipment maintenance/rehabilitation efforts designed to address needs before major equipment failures occur.

SEWAGE COLLECTION

<u>ACCOUNT #</u>		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
	<u>PERSONAL SERVICES</u>					
	Part-Time Salaries					
08-21-1-591	Laborers	0	0	0	0	0
	TOTAL PART-TIME SALARIES	0	0	0	0	0
08-21-1-590	Overtime	7,965	4,000	7,809	3,401	5,212
	TOTAL PERSONAL SERVICES	7,965	4,000	7,809	3,401	5,212
	<u>COMMODITIES</u>					
08-21-3-601	Office Supplies	595	595	595	321	664
08-21-3-605	Operating Supplies	1,995	500	1,995	649	1,644
08-21-3-608	Petroleum Products	8,000	8,000	8,000	7,948	9,800
08-21-3-615	Small Tools and Equipment	1,495	2,000	1,495	2,391	2,504
08-21-3-618	Safety Equipment and Supplies	3,465	2,000	3,465	5,849	2,863
	TOTAL COMMODITIES	15,550	13,095	15,550	17,158	17,475
	<u>CONTRACTUAL</u>					
08-21-4-630	Equipment Rental	100	0	100	0	0
08-21-4-631	Electric, Power and Light	32,000	32,000	32,000	36,962	37,570
08-21-4-634	Miscellaneous Services (including emergency contract work)	1,495	1,495	1,495	0	2,359
08-21-4-638	Advertising	1,000	0	1,000	0	0
08-21-4-657	J.U.L.I.E. One-Call	825	624	825	635	759
	TOTAL CONTRACTUAL SERVICES	35,420	34,119	35,420	37,597	40,689
	<u>TRAINING AND CONFERENCES</u>					
08-21-5-660	Dues and Subscriptions	100	0	100	0	0
08-21-5-661	Training	400	400	400	739	1,163
	TOTAL TRAINING AND CONFERENCES	500	400	500	739	1,163
	<u>MAINTENANCE</u>					
08-21-6-671	Maintenance and Supplies	11,000	11,000	11,000	13,317	12,642
08-21-6-673	Large Meter Testing and Repair (50/50 SC/WD)	5,000	5,000	5,000	453	4,117
08-21-6-676	Radio System Maintenance	0	4,320	2,160	2,160	2,160
08-21-6-677	Sewer System Maintenance	100,000	255,959	157,900	42,027	10,054
	TOTAL MAINTENANCE	116,000	276,279	176,060	57,956	28,973
	<u>CAPITAL OUTLAY/NON-OPERATING</u>					
08-21-7-749	Water Meter Replacement Program	0	0	75,000	0	0
	TOTAL CAPITAL OUTLAY	0	0	75,000	0	0

SEWAGE COLLECTION

GROUNDS REPAIR PROGRAM

<u>ACCOUNT #</u>	<u>PERSONAL SERVICES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
	Part-Time Salaries					
08-22-1-592	Laborers (34/33/33 WD/SC/SSR)	5,117	4,950	4,950	2,324	4,128
	TOTAL PART-TIME SALARIES	5,117	4,950	4,950	2,324	4,128
	COMMODITIES					
08-22-3-615	Small Tools and Equipment	890	200	890	191	137
08-22-3-619	Program Commodities	1,500	1,500	1,500	1,883	2,035
	TOTAL COMMODITIES	2,390	1,700	2,390	2,074	2,172
	MAINTENANCE					
08-22-6-677	Program Maintenance	200	0	200		86
	TOTAL MAINTENANCE	200	0	200	0	86
	TOTAL GROUNDS REPAIR PROGRAM	7,707	6,650	7,540	4,398	6,387

STREET MAINTENANCE PROGRAM

	COMMODITIES					
08-24-3-611	Concrete	1,000	1,000	1,000	1,105	1,410
08-24-3-612	Asphalt Mix	4,000	4,000	4,000	3,148	3,355
08-24-3-613	Concrete Forms and Materials	400	200	400	0	0
08-24-3-614	Asphalt Materials	50	0	50	0	0
08-24-3-615	Small Tools and Equipment	740	200	740	628	585
	TOTAL COMMODITIES	6,190	5,400	6,190	4,881	5,350
	MAINTENANCE					
08-24-6-677	Program Maintenance	200	0	200	23	0
	TOTAL MAINTENANCE	200	0	200	23	0
	TOTAL STREET MAINTENANCE	6,390	5,400	6,390	4,904	5,350

<u>ACCOUNT #</u>	<u>CAPITAL OUTLAY</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	TOTAL FUNCTION					

	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
Total Part-Time Salaries	5,117	4,950	4,950	2,324	4,128
Total Overtime	7,965	4,000	7,809	3,401	5,212
Total Personal Services	13,082	8,950	12,759	5,725	9,341
Total Commodities	24,130	20,195	24,130	24,112	24,997
Total Contractual	35,420	34,119	35,420	37,597	40,689
Total Training and Conferences	500	400	500	739	1,163
Total Maintenance	116,400	276,279	176,460	57,979	29,059
Total Capital Outlay	0	0	75,000	0	0
Total Function	189,532	339,943	324,269	126,152	105,249

BUDGET NOTES

SANITARY SEWER REHABILITATION FUND

SERVICES PROVIDED:

The Sanitary Sewer Rehabilitation Fund was established to assist in rehabilitating the sanitary sewer system. This program began in an effort to reduce flooding and achieve compliance with the requirements set forth by the Metropolitan Water Reclamation District (MWRD). A portion of the improvements are paid for by a sanitary sewer surcharge fee.

Based on continued funding derived from the sanitary sewer surcharge, along with additional funding from other sources, the Village has embarked on a multi-year effort to keep the current sanitary sewer system working as efficiently as possible and, at the same time, provide for the systematic replacement of old deteriorated sections of the system.

FY21 ACHIEVEMENTS:

- Continue with the maintenance of the sewer system and lift stations.
- Completed the required smoke testing and manhole inspections in the Flossmoor Hills/Highlands neighborhood to finish the sewer assessment work as required by the MWRD IICP program.
- Continue to pursue funding through the Illinois Environmental Protection Agency for the Phase IV Sanitary Sewer Rehabilitation Project.

FY22 GOALS:

- Continue with prioritized sewer assessment work throughout the collection system.

SANITARY SEWER REHABILITATION

	BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
Net Assets (Beginning)	2,635,180	2,527,338	2,113,839	2,341,560	2,169,385
ACCOUNT # REVENUES					
09-00-3-440 IEPA Loan Proceeds	1,460,000	0	1,460,000	0	0
09-00-4-417 Sanitary Sewer Surcharge	358,000	363,000	353,000	358,303	336,944
09-00-4-418 Penalties	9,980	6,630	10,900	7,119	13,190
09-00-6-480 Interest - Sanitary Sewer Rehab	80	10	230	408	540
09-00-6-481 Unrealized Gain/Loss	0	0	0	2,947	0
09-00-9-401 Transfer from General Fund	0	0	0	0	45,000
TOTAL REVENUES	1,828,060	369,640	1,824,130	368,777	395,673
Less: IEPA Loan Proceeds	(1,460,000)	0	(1,460,000)	0	0
ADJUSTED REVENUES	368,060	369,640	364,130	368,777	395,673
EXPENDITURES					
PERSONAL SERVICES					
PART-TIME SALARIES					
09-01-1-592 Laborer					
Ground Repair	4,950	4,950	4,950	1,775	4,128
(34/33/33 WD/SC/SSR)					
TOTAL PART-TIME SALARIES	4,950	4,950	4,950	1,775	4,128
COMMODITIES					
09-01-3-615 Small Tools and Equipment	245	0	245	0	0
09-01-3-620 Ground Repair Material	1,500	500	1,500	80	434
TOTAL COMMODITIES	1,745	500	1,745	80	434
MAINTENANCE					
09-01-6-671 Maintenance and Supplies	12,500	500	12,500	0	21
09-01-6-677 Sanitary Sewer Rehab Maintenance	10,000	0	0	1,200	8,670
09-01-6-683 Lift Station Maintenance	7,000	0	7,000	0	3,148
TOTAL MAINTENANCE	29,500	500	19,500	1,200	11,839
CAPITAL OUTLAY/NON-OPERATING					
09-01-7-714 Lift Station Rehab	29,000	0	29,000	4,294	22,105
09-01-7-790 Depreciation Expense	0	0	0	149,268	149,268
TOTAL CAPITAL OUTLAY	29,000	0	29,000	153,562	171,373

SANITARY SEWER REHABILITATION

	BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
ACCOUNT # DEBT SERVICE					
09-01-8-804 Debt Service - IEPA Loan 1999 - Phase I	0	0	0	1,942	5,313
09-01-8-805 Debt Service - IEPA Loan 2001 - Phase II	40,098	80,196	80,196	4,954	7,093
09-01-8-806 Debt Service - IEPA Loan 2003 - Phase III	175,652	175,652	175,652	19,486	23,318
TOTAL DEBT SERVICE	215,750	255,848	255,848	26,382	35,723
IEPA LOAN - 2017 PROJECT COSTS - PHASE IV					
09-53-7-701 Administration and Legal	10,000	10,000	10,000	0	0
09-53-7-702 Design Engineering	50,000	50,000	50,000	0	0
09-53-7-703 Construction Engineering	100,000	0	100,000	0	0
09-53-7-704 Construction	1,300,000	0	1,300,000	0	0
TOTAL IEPA LOAN - 2017 - PHASE IV	1,460,000	60,000	1,460,000	0	0
TOTAL EXPENDITURES	1,740,945	321,798	1,771,043	182,999	223,498
Less: IEPA Project Costs	(1,460,000)	(60,000)	(1,460,000)	0	0
ADJUSTED EXPENDITURES	280,945	261,798	311,043	182,999	223,498
Net Assets (Ending)	2,722,295	2,635,180	2,166,926	2,527,338	2,341,560
IEPA Committed Net Assets^#	218,885	84,262	84,262	436	52,115
IEPA Commitment Less GF Transfer^#	218,885	84,262	84,262	436	52,115
Unrestricted Net Assets				31,710	51,030

^FY03 actual commitment included \$547,000 transfer from General Fund based on a \$1.9 million project. Project ended up at \$1,228,544; negating need for transfer. \$62,093 transferred as of 4-30-03. Total transfer commitment outstanding 4-30-03 = \$484,907

#Phase 3 loan was approved in FY 04; net assets commitment based on Phase 3 loan. New General Fund transfer commitment became \$184,093 including what had already been transferred under Phase 2. \$184,093 transferred as of 4-30-18. Total transfer commitment outstanding 4-30-20 = \$0.

BUDGET NOTES

STORM SEWER

SERVICES PROVIDED:

Storm water management is like any other public service, such as wastewater collection (sewer) and drinking water distribution (water). This fund supports several of the Village's storm water management activities and services. Some of these services include street sweeping of all curbed streets, storm sewer repairs, ditch cleaning, and routine maintenance. In addition to funding maintenance services, the fund also supports compliance with Federal and State mandated programs. These programs include NPDES compliance, MWRD Storm Water Management Activities, FEMA Floodplain compliance, and CRS program involvement. The fund is also designed for future capital improvements to the Village's storm sewer and drainage systems.

FY21 ACHIEVEMENTS:

- Completed street sweeping during the spring, summer, and fall seasons.
- Completed numerous catch basin repairs and maintenance.
- Completed the installation of numerous sump pump collection lines throughout the Village. These sump pump collection lines serve to alleviate ice dams and drainage issues.
- Completed heavy cleaning and televising of the storm sewer on Berry Lane and Maryland Avenue.

FY22 GOALS:

- Continue with street sweeping during the spring, summer, and fall seasons.
- Continue with the repair/replacement of catch basins and storm manholes as they are identified.
- Continue installation of sump pump collection lines as identified.

STORM SEWER

		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
	Unrestricted Net Assets (Beginning)	100,683	115,273	60,010	103,758	104,286
ACCOUNT #	REVENUES					
07-00-3-440	IDOT-Brookwood Bridge/Butterfield Crk Grant	60,300	24,373	91,506	0	2,977
07-00-4-407	Stormwater Utility Fees	493,000	488,000	497,000	473,909	355,091
07-00-4-408	Penalties	11,300	8,400	12,600	9,367	13,382
07-00-4-457	Storm Sewer Tap Fees	100	75	100	75	150
07-00-4-466	In Lieu of Detention Fees	0	0	0	0	0
07-00-6-480	Interest	280	25	420	608	271
07-00-6-487	Capital Contributions	0	0	0		800
	TOTAL REVENUES	564,980	520,873	601,626	483,959	372,670
	EXPENDITURES					
	COMMODITIES					
07-01-3-619	Program Commodities	5,000	5,000	5,000	7,730	4,436
	TOTAL COMMODITIES	5,000	5,000	5,000	7,730	4,436
	CONTRACTUAL SERVICES					
07-01-4-630	Professional Services	0	0	10,000	0	0
07-01-4-631	Annual NPDES Fee	1,000	1,000	1,000	1,000	1,000
07-01-4-632	Street Sweeping	40,000	40,000	40,000	33,539	37,363
	TOTAL CONTRACTUAL SERVICES	41,000	41,000	51,000	34,539	38,363
	TRAINING AND CONFERENCES					
07-01-5-661	Training	1,500	1,200	1,500	1,960	266
07-01-5-662	CRS Project Management	1,000	400	1,000	192	151
	TOTAL TRAINING AND CONFERENCES	2,500	1,600	2,500	2,152	417
	MAINTENANCE					
07-01-6-671	Maintenance and Supplies	7,000	7,000	7,000	11,623	8,262
07-01-6-675	System Maintenance and Repairs	25,000	10,000	25,000	24,000	12,641
07-01-6-678	Contract Maintenance	5,000	55,000	25,000	3,720	4,381
	TOTAL MAINTENANCE	37,000	72,000	57,000	39,343	25,284
	CAPITAL OUTLAY/NON-OPERATING					
07-01-7-760	Brookwood Bridge Engineering (25% GF/75% SS)	60,300	24,373	91,506	7,680	943
	TOTAL CAPITAL OUTLAY	60,300	24,373	91,506	7,680	943
	TRANSFERS					
07-01-9-901	Transfer to General Fund-Adm Transfer	407,203	391,490	391,490	381,002	302,955
	TOTAL TRANSFERS	407,203	391,490	391,490	381,002	302,955
	TOTAL EXPENDITURES	553,003	535,463	598,496	472,446	372,398
07-01-7-790	Depreciation Expense					
	Unrestricted Net Assets (Ending)	112,660	100,683	63,140	115,273	103,758

CAPITAL EQUIPMENT FUND

SERVICES PROVIDED:

The Village maintains a significant inventory of capital equipment which is needed to efficiently deliver basic services to the residents. Examples of capital equipment inventory include police vehicles, fire vehicles, ambulances, trucks, snowplows, machines, and computers. Capital equipment items have a limited useful life which varies according to the type of equipment and nature of use. The Capital Equipment Fund is utilized as a financing mechanism to anticipate and fund capital equipment replacements upon the completion of an item's useful life. The Capital Equipment Fund is also utilized to fund replacement of major maintenance items (i.e. carpet, hvac, plumbing, painting) for Village Hall and the Public Works Service Center.

The primary objective of the Capital Equipment Fund is to provide funding for capital replacements in a manner which does not create significant funding fluctuations from year to year. A further objective of the Fund is to provide a basis for long-term financial planning.

The Fund has been successful in achieving its objectives. Funding has been available for annual capital replacement without overburdening the Village's budget in any one year. The Fund is capitalized by annual contributions from both the General Fund and Water & Sewer Fund. The contributions have remained relatively constant due to the annual contribution being based on a ten year replacement schedule for existing equipment. Additional schedules are maintained for replacements beyond ten years and up to twenty years so that major increases to the ten year schedule can be anticipated. All equipment listed in the schedules represent replacements of existing equipment. Additions of new equipment to the schedules are reviewed and approved annually during the budget process. The schedules, annual contributions, and fund itself are also evaluated annually as part of the budget process.

CAPITAL EQUIPMENT BUDGET

ACCOUNT #	REVENUES	BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
	Beginning Fund Balance	2,523,190	3,263,711	3,346,215	2,891,213	2,237,014
16-00-9-401	Transfer from General Fund	553,421	633,763	633,763	806,110	664,630
16-00-9-408	Transfer from Water Fund	82,079	86,262	86,262	121,711	99,018
16-00-9-409	Transfer from Sewer Fund	98,783	112,962	112,962	158,899	128,817
16-00-3-440	FEMA-Firefighters Assistance Grant- SCBA Air Packs	0	0	0	180,000	0
16-00-6-480	Interest	7,000	11,500	11,000	61,265	45,596
16-00-6-481	Unrealized Gain/Loss-Invest	0	0	0	5,893	0
16-00-6-486	Miscellaneous Income	0	0	0	0	29,040
16-00-6-487	Contributions/Donations	0	0	0	0	0
16-00-6-488	Sale of Village Property	0	0	0	162	0
16-00-6-489	Auction Proceeds	4,800	4,160	3,760	15,060	0
16-00-6-490	Trade-In Proceeds	34,600	36,000	22,600	43,000	25,000
	TOTAL REVENUES	780,682	884,647	870,347	1,392,100	992,101
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	EXPENDITURES					
16-01-7-742	Executive					
	Village Manager's Car	0	0	25,000	0	0
	Village Hall Phone System	30,000	35,000	65,000	0	0
	Copier	0	0	0	0	15,500
	TOTAL EXECUTIVE	30,000	35,000	90,000	0	15,500
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16-01-7-743	Finance					
	Envelope Stuffer Machine	0	0	0	0	6,787
	TOTAL FINANCE	0	0	0	0	6,787
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16-01-7-748	Police Department					
	Police Squads-Patrol 2 & 3	85,000	0	85,000	91,037	0
	Police Squad-Detective	30,000	0	30,000	0	0
	Police Squad-Chief	30,000	0	30,000	0	0
	Police Squad-SUV	0	39,760	39,760	0	0
	Portable Radios	0	122,520	133,325	0	0
	CCTV System & Cameras	80,000	0	80,000	0	0
	Body Worn Cameras	15,200	0	0	0	0
	TOTAL POLICE DEPT.	240,200	162,280	398,085	91,037	0
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16-01-7-749	Fire Department					
	Truck 19 (formerly engine 1350)	0	950,000	1,200,000	0	0
	Mobile Data Terminals	0	0	0	57,600	0
	Copier	0	0	0	0	9,214
	Car 119 (formerly car 1394)	43,000	0	40,000	0	0
	Car 19 (formerly car 1390)	0	0	0	36,033	0
	Cardiac Monitors	0	66,000	66,000	0	0
	AED Units	0	11,500	11,500	0	0
	Air Packs	0	0	232,650	234,064	0
	TOTAL FIRE DEPT.	43,000	1,027,500	1,550,150	327,697	9,214

CAPITAL EQUIPMENT BUDGET

EXPENDITURES		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
16-01-7-753	Building					
	Copier	0	0	0	0	9,214
	TOTAL INSPECT. SERV.	0	0	0	0	9,214
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16-01-7-755	Public Works					
	Lg Dump 5yd w/ plow & spreader	0	0	0	167,975	0
	Lg Dump 5yd w/ plow & spreader	0	0	0	167,975	0
	Lg Dump 5yd w/ plow & spreader D-15	0	0	180,000	0	0
	Pick up 3/4 ton w/4x4 forestry	0	0	0	0	34,370
	Sm Dump 1 ton w/4x4 & Plow L-12	0	0	70,000	0	0
	Sm Dump 1 ton w/4x4 & Plow L-11	70,000	0	70,000	0	0
	Cargo Van	0	29,275	25,000	0	0
	Utility Vehicle-APWD	0	0	0	0	31,676
	Aerial Bucket Truck	0	0	0	7,330	91,492
	Tractor w/ Snow Blower	0	0	0	0	1,250
	Drive-On Trailer	0	0	0	0	6,251
	Pick up 3/4 Ton w/4x4	0	36,132	0	0	0
	Tree Chipper	0	0	0	84,207	0
	Tractor/Compact Loader	0	109,296	0	0	0
	Sewer Jetter/Vacuum Truck	385,000	0	385,000	0	0
	Tractor/Backhoe/Loader	0	0	0	0	0
	Asphalt Hot Box Trailer	0	0	0	29,484	0
	Public Works Small Vehicle Lift	0	23,390	30,000	0	0
	Public Works Large Vehicle Lift	0	38,978	50,000	0	0
	Pipe Inspection Camera	13,000	0	0	0	0
	Color Copier	10,000	0	10,000	0	0
	Meinheit Booster Station Generator	0	0	60,000	0	0
	PWSC Generator	0	0	60,000	0	0
	Butterfield Lift Station Generator	0	0	100,000	0	0
	Public Works Service Center Generato	60,000	0	0	0	0
	Village Hall Generator	100,000	0	100,000	0	0
	TOTAL PUBLIC WORKS	638,000	237,071	1,140,000	456,971	165,039
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16-01-7-730	Computer Equipment	10,000	128,985	188,250	110,383	126,898
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16-01-7-767	Municipal Building Maintenance	820,500	34,332	834,000	33,514	5,250
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	TOTAL EXPENDITURES	1,781,700	1,625,168	4,200,485	1,019,602	337,902
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	ENDING FUND BALANCE	1,522,172	2,523,190	16,077	3,263,711	2,891,213

**CAPITAL EQUIPMENT SCHEDULE
FY2021-22 THROUGH FY2030-31**

1 of 5

Fiscal Year	Description	Dept.	Useful Life		Cost	General		
			Qty.	(in yrs.)		Fund	Water	Sewer
2021-22	Village Hall Phone System (partial c/o fr f Exec	Exec	1	7	30,000	22,500	3,750	3,750
	Police Squads-Patrol 2 & 3	Police	2	3	85,000	85,000		
	Police Squad-Detective	Police	1	5	30,000	30,000		
	Police Squad-Chief	Police	1	5	30,000	30,000		
	CCTV System & Cameras	Police	1	5	80,000	80,000		
	Body Worn Cameras	Police	15	5	15,200	15,200		
	Car 119 (former 1394)	Fire	1	7	43,000	43,000		
	Sm Dump 1 ton w/4x4 & Plow L-11	Pub Wks	1	8	70,000	35,000	17,500	17,500
	Sewer Jetter/Vacuum Truck	Pub Wks	1	10	385,000	130,900	127,050	127,050
	Village Hall Generator	Pub Wks	1	20	100,000	100,000		
	Public Works Service Center Generator	Pub Wks	1	20	60,000	30,000	15,000	15,000
	Color Copier	Pub Wks	1	5	10,000	5,000	2,500	2,500
	Pipe Inspection Camera	Pub Wks	1	10	13,000			13,000
	Computer Equipment							
	Laptop-Communications Mgr	Exec	1	5	2,000	1,600	200	200
	Heavy duty laser printer - color	Finance	1	5	2,500	1,250	938	313
	AutoCAD printer plus plotter	Pub Wks	1	5	3,500	1,750	875	875
	Laptop Computer-Field	Pub Wks	1	5	2,000	1,000	500	500
	Sub-total				10,000	5,600	2,513	1,888
	Municipal Building Maintenance							
	Interior Paint	Vill Hall	1	5	5,000	5,000		
	Parking Lot	Vill Hall	1	5	7,500	7,500		
	Exterior Paint	Vill Hall	1	10	15,000	15,000		
	Roof	Vill Hall	1	15	600,000	600,000		
	Carpet	Vill Hall	1	15	100,000	100,000		
	Bay Floor-Fire Station	Vill Hall	1	10	50,000	50,000		
	Bay Doors-Fire Station	Vill Hall	1	7	25,000	25,000		
	Interior Paint	PWSC	1	5	8,000	4,000	2,000	2,000
	Interior Paint	Misc Vill	1	5	2,000		1,000	1,000
	Masonry	Misc Vill	1	5	5,000		2,500	2,500
	Exterior Paint	Misc Vill	1	10	3,000		1,500	1,500
	Sub-total				820,500	806,500	7,000	7,000
	FY2021-2022 Totals				1,781,700	1,418,700	175,313	187,688
2022-23	AED Units	Police	2	10	4,000	4,000		
	Call Recorder	Police	1	6	12,500	12,500		
	In-Car Video Systems	Police	6	5	60,000	60,000		
	Breath Analysis Equipment	Police	1	8	6,000	6,000		
	Pistol Range Equipment	Police	1	15	97,500	97,500		
	Copier	Police	1	5	9,000	9,000		
	Copier	Building	1	5	9,500	9,500		
	Lg Dump 5yd w/Plow & Spreader D-15	Pub Wks	1	10	180,000	90,000	45,000	45,000
	Sm Dump 1 ton w/4x4 & Plow L-12	Pub Wks	1	8	70,000	35,000	17,500	17,500
	Pick up 3/4 ton w/ utility box & hoist P-23	Pub Wks	1	7	43,490		21,745	21,745
	Tractor/Mower	Pub Wks	1	10	37,125	37,125		
	Riding Zero Turn Mower	Pub Wks	1	7	6,530	6,530		
	Step Van V-8	Pub Wks	1	8	65,310		32,655	32,655
	Tractor/Backhoe/Loader T-21	Pub Wks	1	8	100,000	33,333	33,333	33,333
	Pick Up 3/4 Ton w/4x4 & liftgate P-24	Pub Wks	1	7	25,000	12,500	6,250	6,250
	Pick Up 3/4 Ton w/4x4 & liftgate P-25	Pub Wks	1	7	25,000	12,500	6,250	6,250
	Utility vehicle-PW Dir A-14	Pub Wks	1	6	30,000	10,000	10,000	10,000
	Butterfield Lift Station Generator	Pub Wks	1	20	100,000			100,000
	Meinheit Booster Station	Pub Wks	1	20	60,000		60,000	
	Computer Equipment							
	Computer Data Cabinet	Executive	1	10	6,000	4,500	750	750
	Laser Printer-Color (Fin Dir)	Finance	1	5	1,500	1,125	281	94
	Sub-total				7,500	5,625	1,031	844
	Municipal Building Maint.							
	Interior Paint	Vill Hall	1	5	5,000	5,000		
	HVAC-Server Room & Fire Bay	Vill Hall	2	15	40,000	40,000		
	Plumbing	Vill Hall	1	5	5,000	5,000		
	Village Hall Hardware	Vill Hall	1	20	20,000	20,000		
	Plumbing	PWSC	1	5	3,000	1,500	750	750
	Floors	Misc Vill	1	10	3,000		1,500	1,500
	Sub-total				76,000	71,500	2,250	2,250
	FY2022-2023 Totals				1,024,455	512,613	236,015	275,827

**CAPITAL EQUIPMENT SCHEDULE
FY2021-22 THROUGH FY2030-31**

2 of 5

Fiscal Year	Description	Dept.	Useful Life		Cost	General		
			Qty.	(in yrs.)		Fund	Water	Sewer
2023-24	Copier	Exec	1	5	21,000	10,500	5,250	5,250
	Envelope Stuffer Machine	Finance	1	5	10,000	2,000	5,000	3,000
	Police Squads-Patrol 4 & 5	Police	2	3	85,000	85,000		
	Copier	Fire	1	5	9,000	9,000		
	Ambulance 119 (former 1372)	Fire	1	12	230,000	230,000		
	Lg Dump 5yd w/Plow & Spreader D-14	Pub Wks	1	10	180,000	90,000	45,000	45,000
	Pick Up 3/4 Ton w/4x4 & Plow P-26	Pub Wks	1	7	35,000	17,500	8,750	8,750
	Sylvan Lift Station Generator	Pub Wks	1	20	60,000			60,000
	Dartmouth Lift Station Generator	Pub Wks	1	20	60,000			60,000
	Computer Equipment							
	VMwareServer/hardware & software (virtual file servers: utility, finance, police, fire)	Exec	1	5	13,000	9,750	1,625	1,625
	Storage Area Network Device	Exec	1	5	23,000	17,250	2,875	2,875
	Network Replacement Project Services	Exec	1	5	42,750	32,063	8,123	2,565
	Exchange, Office & Server Software	Exec	1	5	28,000	21,000	5,320	1,680
	Load Balancing Device	Exec	1	5	3,500	2,625	438	438
	Computer Workstations (VM, Sec, AVM, Comm Mgr-Mac,IT Tech)	Exec	5	5	13,000	10,400	1,300	1,300
	Laptop-Event Coord	Exec	1	5	2,000	1,600	200	200
	Computer Workstations (Fin Dir, Acct, Acct Clrk-2, GFC, Cashier)	Finance	6	5	12,000	9,000	2,250	750
	Laptop Computers (Fin Dir, AFD, Fr Desk)	Finance	3	5	6,000	4,500	1,125	375
	Computer Workstations (Dep Ch, Sgt, Cmdr PSC 1 & 3, Adm Asst, Duty Off-4, CCTV Sys, Evid)	Police	12	5	30,000	30,000		
	Laptops/Tablets (Chief, CSO-2, Det-2, Adm Hrg-3, Squad Cars-6)	Police	14	5	42,379	42,379		
	Computer Workstations (Chief, Asst Chief, Radio, Sec, Library-2, Tr Capt, EMS Capt, Fire Pr Capt)	Fire	9	5	22,500	22,500		
	Computer Workstations-Training Room	Fire	6	5	12,000	12,000		
	Laptop Computer (Pub Ed/Fir Pr)	Fire	1	5	3,000	3,000		
	Computer Workstations (Coord, Adm/Insp, IS Admin, PM Insp)	Building	4	5	10,000	10,000		
	Computer Workstations (Sec.Mechanic, Util Mtce Tech,For Mtce Tech, 2 Foreman)	Pub Wks	6	5	9,000	4,500	2,250	2,250
	CAD Computer Workstation (PW Dir, Asst)	Pub Wks	2	5	9,000	4,500	2,250	2,250
	Sub-total				281,129	237,067	27,755	16,308
	Municipal Building Maint.							
	Interior Paint	Vill Hall	1	5	5,000	5,000		
	HVAC	Vill Hall	1	15	10,000	10,000		
	Parking Lot	PWSC	1	15	50,000	25,000	12,500	12,500
	Roof-Vollmer Reservoir	Misc Vill	1	15	20,000		10,000	10,000
	Sub-total				85,000	40,000	22,500	22,500
	FY2023-2024 Totals				1,056,129	721,067	114,255	220,808
2024-25	Police Squads-Patrol 2 & 3	Police	2	3	85,000	85,000		
	Mobile Data Terminals	Fire	12	5	78,000	78,000		
	Utility Vehicle-APWD A-16	Pub Wks	1	6	30,000	10,000	10,000	10,000
	Sm Dump 1 ton w/4x4 & Plow L-13	Pub Wks	1	8	70,000	35,000	17,500	17,500
	Heather Lift Station Generator	Pub Wks	1	20	60,000			60,000
	Commons Lift Station Generator	Pub Wks	1	20	60,000			60,000
	Computer Equipment							
	Laptop-Event Coord	Exec	1	5	2,000	1,600	200	200
	Computer Printer	Fire	1	5	1,000	1,000		
	Network Printer	Building	1	5	1,500	1,500		
	AutoCAD printer plus plotter	Pub Wks	1	5	3,500	1,750	875	875
	Sub-total				8,000	5,850	1,075	1,075
	Municipal Building Maint.							
	Interior Paint	Vill Hall	1	5	5,000	5,000		
	Bay Floor	PWSC	1	10	50,000	25,000	12,500	12,500
	HVAC	Misc Vill	1	15	2,000		1,000	1,000
	Sub-total				57,000	30,000	13,500	13,500
	FY2024-2025 Totals				448,000	243,850	42,075	162,075

**CAPITAL EQUIPMENT SCHEDULE
FY2021-22 THROUGH FY2030-31**

<u>Fiscal Year</u>	<u>Description</u>	<u>Dept.</u>	<u>Qty.</u>	<u>Useful Life (in yrs.)</u>	<u>Cost</u>	<u>General Fund</u>	<u>Water</u>	<u>Sewer</u>	
2025-26	Portable Radios	Police	25	5	135,000	135,000			
	Police Squad-SUV 1	Police	1	5	39,760	39,760			
	Car 19 (former 1390)	Fire	1	7	37,000	37,000			
	Asphalt Roller 3 Ton	Pub Wks	1	15	15,000	7,500	3,750	3,750	
	Pick up 3/4 ton w/4x4 forestry P-27	Pub Wks	1	7	32,000	32,000			
	Computer Equipment								
	Village Clerk Laptop	Leg	1	5	3,000	3,000			
	Laser Printer	Exec	1	5	2,500	2,000	250	250	
	Laser Printer-Manager	Exec	1	5	1,500	1,200	150	150	
	Village Manager Laptop	Exec	1	5	3,000	2,400	300	300	
	Network Infrastructure (routers, firewall, switches, cabling, wi-fi etc. & labor)	Exec	1	7	50,000	37,500	6,250	6,250	
	Heavy duty laser printer - b & w	Finance	1	5	2,000	1,000	750	250	
	AutoCAD printer plus plotter	Pub Wks	1	5	3,500	1,750	875	875	
		Sub-total			65,500	48,850	8,575	8,075	
	Municipal Building Maint.								
	Interior Paint	Vill Hall	1	5	5,000	5,000			
	Bay Doors	Vill Hall	1	7	25,000	25,000			
	HVAC	Misc Vill	1	15	2,000		1,000	1,000	
		Sub-total			32,000	30,000	1,000	1,000	
	FY2025-2026 Totals					356,260	330,110	13,325	12,825
2026-27	Police Squads-Patrol 4 & 5	Police	2	3	85,000	85,000			
	Police Squad-Detective	Police	1	5	30,000	30,000			
	Police Squad-Chief	Police	1	5	30,000	30,000			
	CCTV System & Cameras	Police	1	5	80,000	80,000			
	Compressor For Air Packs	Fire	1	15	48,000	48,000			
	Fit Test Machine	Fire	1	10	11,100	11,100			
	Pick up 3/4 ton w/4x4 P-22	Pub Wks	1	7	31,825	15,913	7,956	7,956	
	Color Copier	Pub Wks	1	5	10,000	5,000	2,500	2,500	
	Computer Equipment								
	Laptop-Communications Mgr	Exec	1	5	2,000	1,600	200	200	
	Heavy duty laser printer - color	Finance	1	5	2,500	1,250	938	313	
	Laptop Computer-Field	Pub Wks	1	5	2,000	1,000	500	500	
	AutoCAD printer plus plotter	Pub Wks	1	5	3,500	1,750	875	875	
		Sub-total			10,000	5,600	2,513	1,888	
	Municipal Building Maint.								
	Interior Paint	Vill Hall	1	5	5,000	5,000			
	Parking Lot	Vill Hall	1	5	7,500	7,500			
	HVAC	Vill Hall	1	15	120,000	120,000			
	Interior Paint	PWSC	1	5	8,000	4,000	2,000	2,000	
	Exterior Paint	PWSC	1	10	8,000	4,000	2,000	2,000	
HVAC	PWSC	1	15	20,000	10,000	5,000	5,000		
Bay Doors	PWSC	1	10	20,000	10,000	5,000	5,000		
Interior Paint	Misc Vill	1	5	2,000		1,000	1,000		
Masonry	Misc Vill	1	5	5,000		2,500	2,500		
	Sub-total			195,500	160,500	17,500	17,500		
FY2026-2027 Totals					531,425	471,113	30,469	29,844	

**CAPITAL EQUIPMENT SCHEDULE
FY2021-22 THROUGH FY2030-31**

Fiscal Year	Description	Dept.	Qty.	Useful Life (in yrs.)	Cost	General Fund	Water	Sewer
2027-28	Police Squads-Patrol 2 & 3	Police	2	3	85,000	85,000		
	In-Car Video Systems	Police	6	5	60,000	60,000		
	Body Worn Cameras	Police	21	5	35,000	35,000		
	Copier	Police	1	5	9,000	9,000		
	Utility Vehicle 19 (former 1380)	Fire	1	10	39,000	39,000		
	Copier	Building	1	5	9,500	9,500		
	Tractor/Compact Loader T-22	Pub Wks	1	10	100,000	100,000		
	Cargo Van V-7	Pub Wks	1	8	25,000		12,500	12,500
	Riding Mower w/ snow blower T-23	Pub Wks	1	10	26,000	26,000		
	Computer Equipment							
	Laser Printer-Color (Fin Dir)	Finance	1	5	1,500	1,125	281	94
	Sub-total				1,500	1,125	281	94
	Municipal Building Maint.							
	Interior Paint	Vill Hall	1	5	5,000	5,000		
	Bay Floor-Police Station	Vill Hall	1	10	30,000	30,000		
	Plumbing	Vill Hall	1	5	5,000	5,000		
	Bay Doors	PWSC	1	10	28,000	14,000	7,000	7,000
	Plumbing	PWSC	1	5	3,000	1,500	750	750
	Sub-total				71,000	55,500	7,750	7,750
	FY2027-2028 Totals					461,000	420,125	20,531
2028-29	Copier	Exec	1	5	21,000	10,500	5,250	5,250
	Village Hall Phone System	Exec	1	7	80,000	60,000	10,000	10,000
	Envelope Stuffer Machine	Finance	1	5	10,000	2,000	5,000	3,000
	Car 119 (former 1394)	Fire	1	7	43,000	43,000		
	Copier	Fire	1	5	9,000	9,000		
	Tractor/Backhoe/Loader T-24	Pub Wks	1	8	100,000	33,333	33,333	33,333
	Aerial Bucket Truck BT-1	Pub Wks	1	10	100,000	100,000		
	Utility Vehicle-PW Dir A-14	Pub Wks	1	6	30,000	10,000	10,000	10,000
	Computer Equipment							
	Network Infrastructure (routers, firewall, switches, cabling, wi-fi etc. & labor)	Exec	1	7	47,000	35,250	5,875	5,875
	VMwareServer/hardware & software (virtual file servers: utility, finance, police, fire)	Exec	1	5	13,000	9,750	1,625	1,625
	Storage Area Network Device	Exec	1	5	23,000	17,250	2,875	2,875
	Network Replacement Project Services	Exec	1	5	42,750	32,063	8,123	2,565
	Exchange, Office & Server Software	Exec	1	5	28,000	21,000	5,320	1,680
	Load Balancing Device	Exec	1	5	3,500	2,625	438	438
	Computer Workstations (VM, Sec, AVM, Comm Mgr-Mac,IT Tech)	Exec	5	5	13,000	10,400	1,300	1,300
	Laptop-Event Coord	Exec	1	5	2,000	1,600	200	200
	Computer Workstations (Fin Dir, Acct, Acct Clrk-2, GFC, Cashier)	Finance	6	5	12,000	9,000	2,250	750
	Laptop Computers (Fin Dir,AFD,Fr Desk,CI Finance)	Finance	6	5	12,000	9,000	2,250	750
	Computer Workstations (Dep Ch, Sgt, Cmdr PSC 1 & 3, Adm Asst, Duty Off-4, CCTV Sys, Evid)	Police	12	5	30,000	30,000		
Laptops/Tablets (Chief, CSO-2, Det-2, Adm Hrg-3, Squad Cars-6)	Police	14	5	42,379	42,379			
Computer Workstations (Chief, Asst Chief, Radio, Sec, Library-2, Tr Capt, EMS Capt, Fire Pr Capt)	Fire	9	5	22,500	22,500			
Computer Workstations-Training Room	Fire	6	5	12,000	12,000			
Laptop Computer (Pub Ed/Fir Pr)	Fire	1	5	3,000	3,000			
Computer Workstations (Coord, Adm/Insp, IS Admin, PM Insp)	Building	4	5	10,000	10,000			
Computer Workstations (Sec.Mechanic, Util Mtce Tech,For Mtce Tech, 2 Foreman)	Pub Wks	6	5	9,000	4,500	2,250	2,250	
CAD Computer Workstation (PW Dir, Asst	Pub Wks	2	5	9,000	4,500	2,250	2,250	
Sub-total				334,129	276,817	34,755	22,558	
Municipal Building Maint.								
Interior Paint	Vill Hall	1	5	5,000	5,000			
Parking Lot	PWSC	1	15	80,000	40,000	20,000	20,000	
Masonry	PWSC	1	10	5,000	2,500	1,250	1,250	
Sub-total				90,000	47,500	21,250	21,250	
FY2028-2029 Totals					817,129	592,150	119,588	105,391

**CAPITAL EQUIPMENT SCHEDULE
FY2021-22 THROUGH FY2030-31**

5 of 5

Fiscal Year	Description	Dept.	Qty.	Useful Life (in yrs.)	Cost	General			
						Fund	Water	Sewer	
2029-30	Police Squads-Patrol 4 & 5	Police	2	3	85,000	85,000			
	Pistols	Police	30	12	20,000	20,000			
	Mobile Data Terminals	Fire	10	5	67,500	67,500			
	Squad 19 (former 1320)	Fire	1	20	650,000	650,000			
	Ambulance 19 (former 1370)	Fire	1	12	230,000	230,000			
	Copier	Bldg	1	5	8,500	8,500			
	Lg Dump 5yd w/Plow & Spreader D-16	Pub Wks	1	10	180,000	90,000	45,000	45,000	
	Lg Dump 5yd w/Plow & Spreader D-17	Pub Wks	1	10	180,000	90,000	45,000	45,000	
	Tree Chipper	Pub Wks	1	10	75,000	75,000			
	Sm Dump 1 ton w/4x4 & Plow L-11	Pub Wks	1	8	70,000	35,000	17,500	17,500	
	Pick up 3/4 ton w/ utility box & hoist P-23	Pub Wks	1	7	43,490		21,745	21,745	
	Pick Up 3/4 Ton w/4x4 & liftgate P-24	Pub Wks	1	7	25,000	12,500	6,250	6,250	
	Pick Up 3/4 Ton w/4x4 & liftgate P-25	Pub Wks	1	7	25,000	12,500	6,250	6,250	
	Riding Zero Turn Mower	Pub Wks	1	7	6,530	6,530			
	Asphalt Hot Box Trailer	Pub Wks	1	10	30,000	10,000	10,000	10,000	
	Drive On Trailer	Pub Wks	1	11	7,955	3,977	1,989	1,989	
	Computer Equipment								
	Laser Printer	Exec	1	5	2,500	2,000	250	250	
	Computer Printer	Fire	1	5	1,000	1,000			
	Network Printer	Building	1	5	1,500	1,500			
	AutoCAD printer plus plotter	Pub Wks	1	5	3,500	1,750	875	875	
	Sub-total				8,500	6,250	1,125	1,125	
	Municipal Building Maint.								
	Interior Paint	Vill Hall	1	5	5,000	5,000			
	Masonry	Vill Hall	1	10	25,000	25,000			
	Roof	PWSC	1	15	500,000	250,000	125,000	125,000	
	Exterior Paint	Misc Vill	1	10	1,000		500	500	
	Floors	Misc Vill	1	10	7,000		3,500	3,500	
	HVAC	Misc Vill	1	15	2,000		1,000	1,000	
	Sub-total				540,000	280,000	130,000	130,000	
	FY2029-2030 Totals					2,252,475	1,682,757	284,859	284,859
	2030-31	Police Squads-Patrol 2 & 3	Police	2	3	85,000	85,000		
Police Squad-SUV 1		Police	1	5	39,760	39,760			
Portable Radios		Police	25	5	135,000	135,000			
Breath Analysis Equipment		Police	1	8	6,000	6,000			
Cardiac Monitors		Fire	2	10	66,000	66,000			
AED Units		Fire	3	10	11,000	11,000			
Apparatus Portable Radios		Fire	21	15	73,500	73,500			
Officers Portable Radios		Fire	10	15	80,000	80,000			
Utility Vehicle-APWD A-16		Pub Wks	1	6	30,000	10,000	10,000	10,000	
Sm Dump 1 ton w/4x4 & Plow L-12		Pub Wks	1	8	70,000	35,000	17,500	17,500	
Pick Up 3/4 Ton w/4x4 & Plow P-26		Pub Wks	1	7	35,000	17,500	8,750	8,750	
Tractor/Backhoe/Loader T-21		Pub Wks	1	8	100,000	33,333	33,333	33,333	
Color Copier		Pub Wks	1	5	10,000	5,000	2,500	2,500	
Computer Equipment									
Village Clerk Laptop		Leg	1	5	3,000	3,000			
Village Manager Laptop		Exec	1	5	3,000	2,400	300	300	
Laser Printer-Manager		Exec	1	5	1,500	1,200	150	150	
Heavy duty laser printer - b & w		Finance	1	5	2,000	1,000	750	250	
Financial system software		Finance	1	10	225,000	168,750	42,188	14,063	
AutoCAD printer plus plotter		Pub Wks	1	5	3,500	1,750	875	875	
Sub-total					238,000	178,100	44,263	15,638	
Municipal Building Maint.									
Interior Paint		Vill Hall	1	5	5,000	5,000			
HVAC	Vill Hall	1	15	600,000	600,000				
Sub-total				605,000	605,000	0	0		
FY2030-2031 Totals					1,584,260	1,380,193	116,346	87,721	

CAPITAL EQUIPMENT SCHEDULE
11-20 YEAR ITEMS NOT INCLUDED ON 10 YEAR SCHEDULE

<u>Fiscal Year</u>	<u>Description</u>	<u>Dept.</u>	<u>Qty.</u>	<u>Useful Life (in yrs.)</u>	<u>Cost</u>	<u>General Fund</u>	<u>Water</u>	<u>Sewer</u>
2032-33	Air Packs	Fire	27	15	232,650	232,650		
2032-33	Roof-Kedzie	Misc Vill	1	15	8,000		4,000	4,000
2033-34	Engine 19 (former 1330)	Fire	1	20	515,000	515,000		
2033-34	Truck 19 (former 1350) Refurbishing	Fire	1	25	75,000	75,000		
2033-34	Carpet	PWSC	1	15	5,000	2,500	1,250	1,250
2034-35	Sterling Station Generator	Pub Wks	1	20	60,000			60,000
2035-36	Air Packs	Fire	27	15	232,650	232,650		
2035-36	Ambulance 119 (former 1372)	Fire	1	12	230,000	230,000		
2035-36	Roof-Sterling Pump Station	Misc Vill	1	15	20,000		10,000	10,000
2036-37	Carpet	Vill Hall	1	15	100,000	100,000		
2036-37	Roof	Vill Hall	1	15	600,000	600,000		
2036-37	HVAC	Misc Vill	1	15	2,000		1,000	1,000
2037-38	Pistol Range Equipment	Police	1	15	100,000	100,000		
2037-38	HVAC-Server Room & Fire Bay	Vill Hall	1	15	40,000	40,000		
2037-38	Woods Lift Station Generator	Pub Wks	1	20	60,000			60,000
2038-39	Parking Lot	PWSC	1	15	50,000	25,000	12,500	12,500
2038-39	Roof-Vollmer Res	Misc Vill	1	15	20,000		10,000	10,000
2040-41	Public Works Small Vehicle Lift	Pub Wks	1	20	30,000	15,000	7,500	7,500
2040-41	Public Works Large Vehicle Lift	Pub Wks	1	20	50,000	25,000	12,500	12,500
2040-41	HVAC	Vill Hall	1	15	600,000	600,000		
2041-42	Village Hall Generator	Pub Wks	1	20	100,000	100,000		
2041-42	Public Works Service Center Generator	Pub Wks	1	20	60,000	30,000	15,000	15,000
2045-46	Truck 19 (formerly engine 1350)	Fire	1	25	1,226,150	1,226,150		
Totals					4,416,450	4,148,950	73,750	193,750

**CALCULATION OF 2021-22 REVENUE CONTRIBUTIONS AND
10 YEAR PROJECTION OF CAPITAL EQUIPMENT FUND BUDGET**

Fiscal Year	No.	Expenditures Per Capital Equipment Schedule				Projected Revenues					Fund Balance	
		General Fund	Water Portion	Sewer Portion	Total	General Fund	Water Portion	Sewer Portion	Interest/ Auct/Tr-In	Total	Excess/ (Deficit) proj 4-30-20	Balance 4-30
2020-21	0											2,523,190
2021-22	1	1,418,700	175,313	187,688	1,781,700	553,421	82,079	98,783	46,400	780,682	(1,001,018)	1,522,172
2022-23	2	512,613	236,015	275,827	1,024,455	553,421	82,079	98,783	44,728	779,010	(245,445)	1,276,727
2023-24	3	721,067	114,255	220,808	1,056,129	553,421	82,079	98,783	43,869	778,151	(277,978)	998,749
2024-25	4	243,850	42,075	162,075	448,000	553,421	82,079	98,783	42,896	777,178	329,178	1,327,927
2025-26	5	330,110	13,325	12,825	356,260	553,421	82,079	98,783	44,048	778,330	422,070	1,749,998
2026-27	6	471,113	30,469	29,844	531,425	553,421	82,079	98,783	45,525	779,807	248,382	1,998,380
2027-28	7	420,125	20,531	20,344	461,000	553,421	82,079	98,783	46,394	780,677	319,677	2,318,057
2028-29	8	592,150	119,588	105,391	817,129	553,421	82,079	98,783	47,513	781,796	(35,333)	2,282,723
2029-30	9	1,682,757	284,859	284,859	2,252,474	553,421	82,079	98,783	47,390	781,672	(1,470,802)	811,921
2030-31	10	1,380,193	116,346	87,721	1,584,260	553,421	82,079	98,783	42,242	776,524	(807,736)	4,185
		<u>7,772,677</u>	<u>1,152,775</u>	<u>1,387,380</u>	<u>10,312,832</u>	<u>5,534,212</u>	<u>820,786</u>	<u>987,826</u>	<u>451,003</u>	<u>7,793,827</u>		

Adjustments

-fy20 bud fd bal					
to act ov/(un)	(2,436,859)	(361,414)	(434,966)	(3,233,239)	
fy31 fd bal + to 0					
or-to fy28 exp yr	198,395	29,424	35,412	263,231	
Adjusted Total	<u>5,534,212</u>	<u>820,786</u>	<u>987,826</u>	<u>7,342,824</u>	
Contribution-fy2:	<u>553,421</u>	<u>82,079</u>	<u>98,783</u>	<u>734,282</u>	
	75.4%	11.2%	13.5%		

19-20 budgeted fund bal = 30,572; actual = 3,263,811; diff = (3,233,239)
 30-31 fund bal = (263,231); deficit; subtract to high fund bal yr-high exp yr or add to 0 (if deficit)
 highest fund bal yr (fy 28) = 2,131,849; highest exp yr (fy 30) = 2,252,474; fy 22 deficit = 0
 Adj needed as fy 31 fund bal is deficit; add 263,231 to bring fb above 0

Assumptions:

- 4-30-21 estimated fund balance based on 19-20 audit bal and 20-21 projections per budget
- 2021-22 revenue based on annual average
- Over/Under based allocated based on total 10 yr. 21-22 sched exp %s; gen 75% wat 11% sew 14%
- Revenues for years 23-31 based on 22 level

MOTOR FUEL TAX

SERVICES PROVIDED:

The Motor Fuel Tax (MFT) budget is funded with revenue the Village receives as its share of revenue derived from gasoline taxes. The Illinois Department of Transportation (IDOT) regulates the use of these funds which are restricted to road construction and maintenance. Besides the actual construction and rehabilitation of roads, other maintenance items are also MFT eligible. These include snow and ice control, road salt purchase, sidewalk repair and replacement, street signage, electric power for street lights, and street striping.

In addition to the routine maintenance items, Flossmoor has developed a systematic program of maintenance, whereby about 1 ¼ miles of the Village's 42.5 miles of streets are resurfaced each year.

FY21 ACHIEVEMENTS:

- Completed the FY21 annual street repair/resurfacing program.
- Completed street striping at school crosswalks and parking lots.
- Continue the phased replacement of street name and regulatory signs to meet new Federal Highway Administration MUTCD regulatory standards.
- Conducted all engineering for roadway improvements as an in house Public Works function.
- Continued the use of anti-icing liquids in our snow and ice control program. The application of anti-icing liquids helps to reduce the amount of rock salt needed during winter storm events.

FY22 GOALS:

- Conduct the FY22 annual street maintenance program. The department will continue to work towards expanding the amount of work that gets completed during the annual street maintenance program, contingent on available funding.
- Continue street striping throughout the Village for pedestrian safety.
- Continue the phased replacement of street name and regulatory signs to meet new Federal Highway Administration MUTCD regulatory standards.

MOTOR FUEL TAX

<u>ACCOUNT #</u>	<u>REVENUES</u>	<u>BUDGET 21-22</u>	<u>PROJ'D 20-21</u>	<u>BUDGET 20-21</u>	<u>ACTUAL 19-20</u>	<u>ACTUAL 18-19</u>
	BEGINNING FUND BALANCE	98,067	157,222	120,837	88,030	74,363
02-00-1-475	Motor Fuel Tax Allotments	317,255	332,654	317,255	349,237	240,240
02-00-6-480	Interest Earnings	250	516	250	2,614	2,041
	TOTAL REVENUES	317,505	333,170	317,505	351,851	242,280
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	<u>EXPENDITURES</u>					
	CURB & SIDEWALK REPAIR AND REPLACEMENT					
	<u>COMMODITIES</u>					
02-01-3-605	Concrete	1,000	1,000	1,000	1,105	1,410
	TOTAL CURB AND SIDEWALK PROGRAM	1,000	1,000	1,000	1,105	1,410
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	<u>ASPHALT MAINTENANCE</u>					
	<u>COMMODITIES</u>					
02-01-3-604	LP Fuel	100	40	100	36	32
02-01-3-606	Asphalt Mix	4,000	3,357	4,000	3,209	3,711
02-01-3-607	Asphalt Materials	100	50	100	0	0
	<u>CONTRACTUAL SERVICES</u>					
02-01-4-635	Annual Street Maintenance	0	300,000	300,000	201,367	151,013
02-01-4-645	Engineer and Architect	5,000	4,410	5,000	2,865	3,936
	TOTAL ASPHALT MAINTENANCE	9,200	307,857	309,200	207,477	158,692
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	<u>SNOW & ICE CONTROL</u>					
	<u>COMMODITIES</u>					
02-01-3-602	Road Salt - Chemicals	40,315	40,315	50,394	37,028	19,377
02-01-3-619	LCC - Bulk Chemical Purchase	15,000	10,000	15,000	14,091	9,476
	SNOW & ICE PROGRAM TOTAL	55,315	50,315	65,394	51,119	28,852
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	<u>TRAFFIC CONTROL & REGULATION</u>					
	<u>COMMODITIES</u>					
02-01-3-610	Street Signs	4,500	1,328	4,500	989	5,789
02-01-4-630	Electric, Power and Light	20,000	21,715	20,000	20,909	24,260
02-01-4-631	Street Striping	10,000	10,110	10,000	1,060	9,610
	<u>CAPITAL OUTLAY/NON-OPERATING</u>					
	TRAFFIC CONTROL TOTAL	34,500	33,153	34,500	22,958	39,659
	TOTAL EXPENDITURES	100,015	392,325	410,094	282,659	228,613
	ENDING FUND BALANCE	315,557	98,067	28,248	157,222	88,030

REBUILD ILLINOIS BOND FUND

SERVICES PROVIDED:

In fiscal year 2021, the Village started receiving bond proceeds from the Illinois Department of Transportation (IDOT) from general obligation bonds authorized in the REBUILD Illinois capital program. IDOT has been authorized to implement a \$1.5 billion grant program using these proceeds to provide Local Public Agencies with the funds for capital projects.

The money for the REBUILD Illinois grants comes from proceeds of general obligation bonds authorized pursuant to subsection (a) of Section 4 of the General Obligation Bond Act (30 ILCS 330/4). IDOT is authorized to use these funds to make grants for planning, engineering, acquisition, construction, reconstruction, development, improvement, extension, and all construction-related expenses of the public infrastructure and other transportation improvement projects. These projects must be bondable capital improvements.

The Village is estimated to receive \$207,905 annually for a period of three years. The plan is to use this funding towards our highest priority capital improvement projects over the next three years.

FY21 ACHIEVEMENTS:

- Completed preliminary engineering for the Flossmoor Road Viaduct Drainage Improvements Project.
- Started design engineering for the Berry Lane Drainage Improvements Project.

FY22 GOALS:

- Identify additional capital project funding needs. This may include engineering and/or construction supplemental funding for the Flossmoor Road Viaduct Drainage Improvements Project, Berry Lane Drainage Improvements Project, or Central Business District Roadway, Pedestrian, and Streetscape Improvements Project.

REBUILD ILLINOIS BONDS FUND

<u>ACCOUNT #</u>	<u>REVENUES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
	BEGINNING FUND BALANCE	66,400	0	0	0	0
03-00-3-440	REBUILD Illinois Bond Allotments	207,905	311,858	311,858	0	0
	TOTAL REVENUES	207,905	311,858	311,858	0	0
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	<u>EXPENDITURES</u>					
03-01-7-701	Flossmoor Road Viaduct Engineering	0	40,000	40,000	0	0
03-01-7-702	Berry Ln Drainage Engineering	0	205,458	205,458	0	0
	TOTAL EXPENDITURES	0	245,458	245,458	0	0
	ENDING FUND BALANCE	274,305	66,400	66,400	0	0

TAX INCREMENT FINANCING

SERVICES PROVIDED:

The Tax Increment Financing (TIF) Fund accounts for the increment in property tax collections from the TIF District located in southwest Flossmoor which was established by the Village in 1991. The purpose of a TIF District is to encourage development and improvement of “blighted” areas through the use of incentives. The TIF fund is the accounting mechanism for collecting the increment in property tax base over the years, interest income generated by these funds, as well as providing the ability for the Village to execute the incentive-related expenditures.

The TIF District dissolved December 31, 2015 and no longer collects tax increment earned after that date. In the dissolution, the Village set aside remaining funds to complete property acquisition that had been initiated and further pursue development with the support of a developer advisory consultant. Those funds are projected to be expended in their entirety by the end of Fiscal Year 2020.

FY21 ACHIEVEMENTS:

- Prepared the TIF Annual Report and conducted the annual Joint Review Board meeting.

TIF AREA NO. 1

<u>ACCOUNT #</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>PROJ'D</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ACTUAL</u>
		<u>21-22</u>	<u>20-21</u>	<u>20-21</u>	<u>19-20</u>	<u>18-19</u>
	BEGINNING FUND BALANCE	(0)	(0)	(0)	10,729	36,621
05-00-1-414	Property Tax	0	0	0	0	0
05-00-6-480	Interest	0	0	0	177	643
05-00-6-481	Unrealized Gain/Loss - Investments	0	0	0	6,245	0
05-00-6-489	Sale of Village Property	0	0	0	0	0
	TOTAL REVENUE	0	0	0	6,422	643
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	EXPENDITURES					
05-01-3-603	Postage	0	0	0	43	0
05-01-4-630	Professional Services	0	0	0	5,444	3,623
05-01-4-633	Accounting and Audit Service	0	0	0	1,100	1,075
05-01-4-653	TIF Planning and Promotion	0	0	0	10,564	16,929
05-01-7-701	Crawford Avenue Water Main Extension	0	0	0		0
05-01-7-705	Land Acquisition	0	0	0		0
05-01-7-706	Property Taxes	0	0	0		0
05-01-7-707	Crawford Avenue Roadway Improvements	0	0	0		4,908
05-01-7-708	Demolition	0	0	0		0
	TOTAL FUNCTION	0	0	0	17,151	26,535
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05-01-9-908	Transfer To Water Fund	0	0	0	0	0
	ENDING FUND BALANCE	(0)	(0)	(0)	(0)	10,729

*\$1,358,350 non-cash assets; aquired land held for resale.

DEBT SERVICE

SERVICES PROVIDED:

The Debt Service Fund accounts for principal and interest payments on outstanding general obligation (G.O.) debt for the Village. The Village has three outstanding general obligation bond issues: 1) the 2017 G.O. Refunding Bond Issue which refinanced the 2009 G.O. Advance Refunding Bond Issue (which refinanced the original 2002 Library Construction Bond Issue), 2) the 2013 G.O. Water Main Improvement Bond Issue; and, 3) the 2014 G.O. Water Main Improvement Bond Issue.

The 2017 G.O. Refunding Bond Issue was issued in FY 18 in the amount of \$2,310,000 with a 4 year term and payments due on June 1 and December 1 each year through 2021. The bonds refunded the 2009 G.O. Advance Refunding Bond Issue which had refinanced the 2002 Library Construction Bond Issue. The balance on the 2017 G.O. Refunding Bond Issue at April 30, 2021 will be \$605,000. The bond issue will be paid off in FY 22.

The 2002 G.O. Library Construction Bond Issue was originally issued in FY 02 in the amount of \$7,980,000 with a 20 year term.

The 2013 Water Main Improvement Bond Issue was issued in FY 13 in the amount of \$3,470,000 with a 20 year term and payments due on June 1 and December 1 each year through 2033. The balance on the 2013 Water Main Improvement Bond Issue at April 30, 2021 will be \$2,360,000.

The 2014 Water Main Improvement Bond Issue was issued in FY 15 in the amount of \$3,810,000 with a 20 year term and payments due on June 1 and December 1 each year through 2034. The balance on the 2014 Water Main Improvement Bond Issue at April 30, 2021 will be \$3,070,000.

DEBT SERVICE

	BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
Beginning Fund Balance	335,120	295,089	366,796	327,115	365,962
<u>ACCOUNT # REVENUES</u>					
06-00-1-401 Property Taxes-2013 GO Issue	219,155	223,855	217,643	211,352	206,525
06-00-1-402 Property Taxes-2014 GO Issue	244,350	246,240	238,400	231,879	227,034
06-00-1-403 Property Taxes-2017 GO Refunding	623,150	648,179	620,700	607,411	599,399
TOTAL REVENUES	1,086,655	1,118,274	1,076,743	1,050,642	1,032,958
<u>EXPENDITURES</u>					
06-01-8-830 Debt Serv-2013 GO Issue-Principal	160,000	155,000	155,000	150,000	145,000
06-01-8-831 Debt Serv-2013 GO Issue-Interest	59,155	62,643	62,643	66,018	69,280
06-01-8-832 Agent Fees-2013 GO Issue	500	500	500	450	450
06-01-8-835 Debt Serv-2014 GO Issue-Principal	145,000	135,000	135,000	130,000	125,000
06-01-8-836 Debt Serv-2014 GO Issue-Interest	99,350	103,400	103,400	107,300	111,050
06-01-8-837 Agent Fees-2014 GO Issue	500	500	500	450	450
06-01-8-840 Debt Serv-2017 GO Refund-Principal	605,000	585,000	585,000	575,000	545,000
06-01-8-841 Debt Serv-2017 GO Refund-Interest	18,150	35,700	35,700	52,950	75,075
06-01-8-842 Agent Fees-2017 GO Refund Issue	500	500	500	500	500
TOTAL EXPENDITURES	1,088,155	1,078,243	1,078,243	1,082,668	1,071,805
Ending Fund Balance	333,620	335,120	365,296	295,089	327,115

POLICE PENSION FUND

SERVICES PROVIDED:

The Police Pension Fund will undergo the statewide consolidation of Article 3 and Article 4 Police and Fire Pension Funds effective January 1, 2020 with a deadline of consolidation of June 30 2022, under Public Act 101-0610.

Currently, the fund is actively managed by the Flossmoor Police Pension Board with advice from the investment manager following the investment policy to assure the advantage of and or protection from market volatilities within the constraints allowable by Illinois statute; while concentrating on the long term health of the fund and funding ratio. The fund accounts for contributions, investments, and expenses related to the statutorily required pension plan for full-time sworn Village police personnel. Contributions to the Police Pension Fund are comprised of a 9.91% payroll deduction for participating employees, plus the annual employer's contribution; provided through the Village's tax levy, which is determined by an independent actuarial review completed on an annual basis. The fund is invested pursuant to current Illinois statutes governing pensions.

POLICE PENSION FUND

<u>ACCOUNT #</u>	<u>REVENUES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
10-00-6-480	Interest	216,980	237,344	200,000	181,595	196,371
10-00-6-481	Unrealized Gain/(Loss)-Investments	1,115,429	2,485,087	950,000	(212,476)	443,742
10-00-6-482	Realized Gain/(Loss)-Sale of Investments	0	456,240	150,000	0	139,811
10-00-6-483	Emp. Pension Cont. - PPRT	6,000	5,914	6,500	5,845	4,269
10-00-6-484	Emp. Pension Cont. - Property Tax	977,263	805,000	818,019	658,931	668,144
10-00-6-485	Member Contributions	185,500	175,669	193,663	192,708	183,059
10-00-6-487	Contributions/Donations	0	0	0	0	0
10-00-6-489	Dividends	325,500	301,274	420,000	396,808	402,508
10-00-6-490	Other Police Pens. Funds-Portability	0	90,508		0	
TOTAL REVENUES		2,826,672	4,557,036	2,738,182	1,223,411	2,037,902
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	<u>EXPENDITURES</u>					
10-01-2-592	Pension Benefit Payments	1,173,931	1,139,739	1,218,074	1,090,615	946,086
10-01-2-593	Disability Benefit Payments	139,249	139,249	139,249	158,730	92,807
10-01-2-595	Member Contribution Refunds	0	4,237	4,000	0	0
10-01-3-610	Miscellaneous	0	0	1,000	7,520	0
10-01-3-620	Investment Expenses	0	0	0	0	0
10-01-4-630	Department of Insurance Fees	3,200	3,078	3,000	2,920	2,751
10-01-4-633	Accounting Services	22,000	19,198	22,000	11,780	12,610
10-01-4-644	Legal Services	10,000	100	10,000	13,057	5,938
10-01-4-650	Investment Manager Fees	45,000	39,396	45,000	44,819	42,156
10-01-4-651	Medical Expenses	10,000	0	10,000	0	0
10-01-5-661	Training	6,000	4,000	6,000	3,496	6,671
TOTAL EXPENDITURES		1,409,380	1,348,997	1,458,323	1,332,937	1,109,018

FIRE PENSION FUND

SERVICES PROVIDED:

The Fire Pension Fund accounts for contributions, investments and expenses related to the statutorily required pension plan for full-time Village firefighting personnel. Contributions to the Fund are comprised of a 9.455% payroll deduction for participating employees plus the annual employer's contribution provided through the Village's tax levy which is determined by an actuarial report. The fund also has two members contributing an additional 1.000% payroll deduction for continued service credit from previous fire pension fund employers. The fund balance is invested per the direction of the Fire Pension Board in various securities to generate income while still maintaining sufficient liquidity to meet any expenses and pension payment obligations.

FIRE PENSION FUND

<u>ACCOUNT #</u>	<u>REVENUES</u>	<u>BUDGET 21-22</u>	<u>PROJ'D 20-21</u>	<u>BUDGET 20-21</u>	<u>ACTUAL 19-20</u>	<u>ACTUAL 18-19</u>
11-00-6-480	Interest	18,000	21,100	50,000	45,540	29,759
11-00-6-481	Unrealized Gain/Loss-Investments	0	0	0	48,743	10,865
11-00-6-482	Unrealized Gain/Loss-ITT Hartford	49,000	59,000	51,000	(55,598)	1,847
11-00-6-483	Unrealized Gain/Loss-Aviva/Athene	10,000	15,600	14,600	30,664	71,660
11-00-6-484	Emp. Pension Cont. - Property Tax	363,742	323,014	326,689	242,335	203,934
11-00-6-485	Member Contributions	50,100	46,000	55,000	53,900	43,973
11-00-6-486	Unrealized Gain/Loss-Mutuals	6,400	12,000	7,500	(2,873)	
11-00-6-487	Contributions/Donations	0	0	0	0	0
11-00-6-488	Unrealized Gain/Loss-Pacific Life	4,700	7,500	7,200	755	9,582
11-00-6-489	Realized Gain/Loss on Sale	0	220	0	(292)	(1,068)
11-00-6-490	Dividends	930	400	3,600	1,469	
	TOTAL REVENUES	502,872	484,834	515,589	364,643	370,552
	EXPENDITURES					
11-01-2-592	Pension Benefit Payments	356,000	248,000	347,000	279,889	252,867
11-01-4-630	Department of Insurance Fees	525	508	510	487	452
11-01-4-632	Actuary Services	0	0	0	0	0
11-01-4-633	Accounting Services	1,536	1,491	1,491	0	0
11-01-4-634	Miscellaneous Services	6,500	5,300	5,300	4,800	4,800
11-01-4-644	Legal Services	4,000	4,000	4,000	2,555	3,283
11-01-4-650	Investment Manager Fees	2,500	2,070	2,500	1,790	1,151
11-01-4-655	Bank Service Charges	750	680	750	642	849
11-01-5-660	Dues and Subscriptions	1,000	1,000	1,000	0	0
11-01-5-661	Training	3,000	3,000	3,000	641	2,689
	TOTAL EXPENDITURES	375,811	266,049	365,551	290,804	266,092

2021 STREETS AND STORM SEWER IMPROVEMENT FUND

SERVICES PROVIDED:

The 2021 Streets and Storm Sewer Improvement Fund accounts for financial activity of funds sent to the Village on the April 6, 2021 closing date for the 2021 Streets and Storm Sewer Improvements G.O. Bond Issue. The amount of the bond issue was \$10 million. Financial activity includes bond proceeds paid directly to the Village at closing, payment of all streets and storm sewer improvement project costs and payment of bond issue costs.

The 2021 Streets and Storm Sewer Improvement Fund was established to fund the rehabilitation of various streets throughout the Village and also fund the stormwater improvements to mitigate flooding at the Flossmoor Road Viaduct at the CN/Metra Railroads and upstream area of Berry Lane. The Berry Lane Drainage Improvements project is the first phase of the Flossmoor Road Viaduct project, and it is being partially funded through grants from the Army Corps of Engineers, the Illinois Environmental Protection Agency, and the Metropolitan Water Reclamation District.

The street rehabilitation work is based on the recommendations provided in the 2017 Pavement Management Report. The stormwater improvements to the Flossmoor Road Viaduct are the result a study that was completed in FY21. This study provided alternatives to address the flooding in the Viaduct and the Village Board selected an alternative that will be funded by this program. In November 2020, a G.O. Bond Referendum was passed by voters to cover the cost of these programs.

FY21 ACHIEVEMENTS:

- Public Works Staff developed a two-year street rehabilitation program based on recommendations from the 2017 Pavement Management Report.
- Village Staff worked together on a referendum education campaign that was successful in the passing of the referendum question in November of 2020.
- Completed a RFQ process for the selection of engineering consultants for Phase 1 of the Street Rehabilitation Program and the Flossmoor Road Viaduct Drainage Improvements.

FY22 GOALS:

- Coordinate the engineering and construction of Phase 1 of the Street Rehabilitation Program.
- Coordinate the engineering of Phase 2 of the Street Rehabilitation Program.
- Coordinate the engineering and construction of the Berry Lane Drainage Improvements project.
- Coordinate the engineering of the Flossmoor Road Viaduct Drainage Improvements project.

2021 STREETS AND STORM SEWER IMPROVEMENT FUND

	BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
BEGINNING FUND BALANCE	10,643,821	0	0	0	0
ACCOUNT # REVENUES					
17-00-6-410 Bond Issue Proceeds	0	10,000,000	10,000,000	0	0
17-00-6-411 Bond Issue Premium-Excess	0	839,735	0	0	0
17-00-6-480 Interest-IPRIME	8,750	0	0	0	0
17-00-6-481 Unrealized Gain/Loss	0	0	0	0	0
17-00-6-482 Interest-Certificates of Deposit	3,250	0	0	0	0
17-00-6-483 Interest-US Treasuries	5,000	0	0	0	0
17-00-6-484 Interest-US Agencies	5,000	0	0	0	0
TOTAL REVENUES	22,000	10,839,735	10,000,000	0	0
EXPENDITURES					
ENGINEERING SERVICES					
17-01-1-701 Streets Phase 1 Engineering	300,000	0	0	0	0
17-01-1-702 Streets Phase 2 Engineering	258,000	0	0	0	0
17-01-1-703 Flosmoor Rd Viaduct Engineering	350,000	0	0	0	0
TOTAL ENGINEERING SERVICES	908,000	0	0	0	0
CONSTRUCTION					
17-01-4-730 Streets Phase 1 Construction	1,700,000	0	0	0	0
17-01-4-731 Streets Phase 2 Construction	574,764	0	0	0	0
17-01-4-732 Flosmoor Rd Viaduct Construction	0	0	0	0	0
17-01-4-733 Berry Lane Drainage Construction	200,000	0	0	0	0
17-01-4-740 Streets Phase 1 Const. Observation Services	0	0	0	0	0
17-01-4-741 Streets Phase 2 Const. Observation Services	0	0	0	0	0
17-01-4-742 Flosmoor Rd Viaduct Const. Observ. Services	0	0	0	0	0
TOTAL CONSTRUCTION	2,474,764	0	0	0	0
BOND ISSUE COSTS					
17-01-8-770 Bond Issue Costs	0	67,914	100,000	0	0
17-01-8-771 Bond Issue Underwriter Discount	0	128,000	0	0	0
17-01-8-772 Arbitrage Rebate Services	0	0	0	0	0
TOTAL BOND ISSUE COSTS	0	195,914	100,000	0	0
TOTAL EXPENDITURES	3,382,764	195,914	100,000	0	0
ENDING FUND BALANCE	7,283,057	10,643,821	9,900,000	0	0

2021 G.O. REFUNDING BONDS FUND

SERVICES PROVIDED:

The 2021 G.O. Refunding Bonds Fund accounts for financial activity of funds sent to the Village on the April 6, 2021 closing date for the 2021 G.O. Current Refunding bond issue. Financial activity included bond proceeds paid directly to the Village at closing and payment of bond issue costs. The 2021 bond issue refunded the 2013 G.O. bond issue which was used for water main improvements.

The fund is expected to be closed in April 2021 and the excess fund balance will be transferred to the Debt Service Fund and utilized for future abatement of the bond and interest tax levy.

2021 G.O. REFUNDING BONDS

<u>ACCOUNT #</u>	<u>REVENUES</u>	<u>BUDGET</u>	<u>PROJ'D</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>ACTUAL</u>
		<u>21-22</u>	<u>20-21</u>	<u>20-21</u>	<u>19-20</u>	<u>18-19</u>
BOND ISSUE REVENUES						
19-00-6-410	Bond Issue Proceeds	0	2,110,000	2,035,000	0	0
19-00-6-411	Bond Issue Premium	0	324,728	0	0	0
19-00-6-480	Interest	0	0	0	0	0
TOTAL REVENUES		0	2,434,728	2,035,000	0	0
EXPENDITURES						
BOND ISSUE COSTS						
19-01-8-770	Bond Issue Costs	0	20,746	40,000	0	0
19-01-8-771	Bond Issue Underwriter Discount	0	27,008	0	0	0
19-01-8-772	Payment to Escrow Agent	0	2,385,470	2,360,000	0	0
TRANSFERS						
19-01-9-406	Transfer To Debt Service Fund	0	1,504	0	0	0
TOTAL EXPENDITURES		0	2,434,728	2,400,000	0	0

FEMA FIRE STATION ALERTING GRANT FUND

SERVICES PROVIDED:

In Fiscal Year 21, the Village ordered and received the station alerting equipment and software for all nine Departments involved in the 2018 Assistance to Firefighters grant from FEMA within E-COM (our combined emergency dispatch center) and SouthCom. The communities include (Flossmoor, Glenwood, Hazel Crest Homewood, Matteson, Park Forest, Riverdale, South Holland and Thornton).

FY21 ACHIEVEMENTS:

- All of the equipment was received and eight of the nine Departments have had the equipment installed in their stations. One Department is currently awaiting the installation of their equipment.

FY22 GOALS:

- The final completion of the station alerting project which will include wrapping up all the paperwork.

FEMA FIRE STATION ALERTING GRANT FUND

	BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL	
	21-22	20-21	20-21	19-20	18-19	
BEGINNING FUND BALANCE	7,628	8,600	0	(0)	0	
ACCOUNT #	REVENUES					
	GRANT REVENUES					
22-00-3-440	FEMA Fire Assistance to Firefighters Grant	0	479,489	479,489	0	0
22-00-3-441	Local Share (Community Members) - Grant	0	42,684	42,684	0	0
22-00-9-428	Transfer from Foreign Fire Insurance Fund (Flossmoor Local Share) - Grant	0	0	0	5,085	0
	NON-GRANT REVENUES					
22-00-3-442	Local Share (Community Members) - Non-Grant	0	31,632	31,632	0	
22-00-9-429	Transfer Foreign Fire Insurance Fund (Flossmoor Local Share) Non-Grant	0	0	0	3,515	0
22-00-3-449	Administrative Cost Reimbursements	0	0	0	0	0
TOTAL REVENUES	0	553,805	553,805	8,600	0	
	EXPENDITURES					
22-01-7-701	FEMA Fire Assistance Grant Purchases	0	471,681	521,438	0	0
22-01-7-702	Fire Station Alerting Non-Grant Purchases	0	77,096	35,147	0	0
22-01-7-703	Administrative Costs	0	6,000	6,000	0	0
TOTAL EXPENDITURES	0	554,777	562,585	0	0	
ENDING FUND BALANCE	7,628	7,628	(8,780)	8,600	(0)	

PUBLIC SAFETY DONATIONS

SERVICES PROVIDED:

The Police Department has two primary donation accounts to account for persons or businesses that contribute to the Department. Two main accounts are used: Police General Donations Fund and the Police Equipment Fund. Small monetary contributions are deposited into the Police General Donations Fund and are utilized for honorary and memorial contributions. The Police Equipment Fund is for larger donations or donations earmarked for police special equipment. The donation accounts accrue interest and are allowed to carry over from year to year.

The Fire Department donations portion of the fund is utilized to purchase tools, equipment, or other items as specified by the individual, estate, corporation, or entity making the donation. Funds deposited also accrue interest and carryover from fiscal year to fiscal year.

PAST PURCHASES (POLICE)

- FY 14: Purchased Interview Room Camera System. The current system is unreliable and new State Mandates of recording interrogations has forced the department to invest in a new system. Funds used for a portion of this purchase will be utilized from the Police Equipment Fund.
- FY 15: Purchased two laptop computers for the investigations division.
- FY 16: Purchased four new Police Patrol Bikes to replace the worn and older police bikes.
- FY 17: Purchased one Thermal Imaging Camera to assist officers in managing surveillance activities, locate and apprehend suspects, investigative crime scenes, and conduct search and rescue operations.
- FY 18: Purchased one computer tablet, in-car mounting hardware, and mobile docking computing station for police administrator.
- FY 19: Utilized funds for The Power Safe Communities grant match.

PAST PURCHASES (FIRE)

- FY 15: Purchased ambulance 1370, A Type I Osage ambulance on a Dodge 4500 chassis and related equipment to place the ambulance in-service. The purchase was made possible thanks to a significant donation from the Donna Hendrickson Trust.
- FY 16: Purchased a medical oxygen bottle holder for the patient cot used in the ambulance purchased in FY 15.
- FY 18: Purchased a cabinet to house charging units for EMS equipment.
- FY 19: Purchased new EMS equipment and oxygen bags to be used in providing initial medical care to patients.
- FY 20: Purchased StatPacks color-coded EMS bags for providing initial medical care to patients
- FY 20: Purchased Mobile Data Terminals (MDTs) and CradlePoint Routers for both ambulances to be used in gathering call data while enroute to a medical run as well as gathering information on the Electronic Patient Care Report (EPCR).

PUBLIC SAFETY DONATIONS

<u>ACCOUNT #</u>	<u>BEGINNING FUND BALANCE</u>	<u>BUDGET 21-22</u>	<u>PROJ'D 20-21</u>	<u>BUDGET 20-21</u>	<u>ACTUAL 19-20</u>	<u>ACTUAL 18-19</u>
	Miscellaneous Police	1,760	1,560	1,642	1,642	1,595
	Special Police Equipment Fund	16,697	21,697	23,504	22,562	22,980
	Miscellaneous Fire & EMS	100	100	100	100	100
	Hendrickson Fire Par Equip FD	24,950	28,950	36,951	39,824	41,351
	TOTAL BEGINNING FUND BALANCE	43,507	52,307	62,197	64,128	66,026
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	REVENUES					
24-00-3-440	ComEd/MMC-Power Safe Grant - Police	0	0	0	0	4,312
24-00-6-485	Miscellaneous Police Donations	200	200	100	0	100
24-00-6-486	Special Police Equipment Fund Donations	500	0	500	188	800
24-00-6-490	Miscellaneous Fire and EMS Donations	0	0	0	0	0
24-00-6-491	Hendrickson Fire Par Equip FD	0	0	0	0	0
	TOTAL REVENUES	700	200	600	188	5,212
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	EXPENDITURES					
24-01-7-770	Miscellaneous Police	100	0	100	82	53
24-01-7-771	Special Police Equipment Fund	2,000	5,000	7,500	1,053	5,530
24-01-7-780	Miscellaneous Fire and EMS	0	0	0	0	0
24-01-7-781	Hendrickson Fire Par Equip FD	0	4,000	4,000	10,874	1,527
	TOTAL EXPENDITURES	2,100	9,000	11,600	12,009	7,109
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	ENDING FUND BALANCE					
	Miscellaneous Police	1,860	1,760	1,642	1,560	1,642
	Special Police Equipment Fund	15,197	16,697	16,504	21,697	22,562
	Miscellaneous Fire & EMS	100	100	100	100	100
	Hendrickson Fire Par Equip FD	24,950	24,950	32,951	28,950	39,824
	TOTAL ENDING FUND BALANCE	42,107	43,507	51,197	52,307	64,128

11-501 “J” FUND

SERVICES PROVIDED:

The 11-501 “J” Fund was established as a receptacle for funds obtained through 730 ILCS 5/5-5-3(b) (8). State statute provides for the reimbursement of emergency services expenses to the community by persons convicted of driving under the Influence. Funds obtained through this program can be used to enhance the enforcement of DUI laws and related education expenses only. This fund, as it grows, will be available for the purchase of equipment/supplies related to DUI enforcement and education.

FY21 ACHIEVEMENTS:

- \$1,450.00 was awarded to the Village of Flossmoor in FY21 for the first half of this fiscal year.
- The department’s D.A.R.E. officer continues to teach D.A.R.E. classes at four District 161 schools and Infant Jesus of Prague School. The program has been expanded this year to include curriculum that will be presented to second grade students. This program is tentatively scheduled to be remote learning for FY21.

FY22 GOALS:

- The Police Department will file the necessary petitions for restitution in the case of every DUI arrest that requires supplemental emergency response as provided by statute.
- We will continue to utilize funds to help sustain the D.A.R.E. program and other DUI enforcement and education programs.

11-501 "J" FUND

<u>ACCOUNT #</u>	<u>REVENUES</u>	<u>BUDGET</u> <u>21-22</u>	<u>PROJ'D</u> <u>20-21</u>	<u>BUDGET</u> <u>20-21</u>	<u>ACTUAL</u> <u>19-20</u>	<u>ACTUAL</u> <u>18-19</u>
	BEGINNING FUND BALANCE	12,904	11,725	13,443	13,443	11,546
25-00-5-470	Fines and Forfeitures	1,500	1,179	1,800	269	5,839
	TOTAL REVENUE	1,500	1,179	1,800	269	5,839
<hr/>						
	<u>EXPENDITURES</u>					
	<u>Commodities</u>					
25-01-3-610	D.U.I. Enforcement and Educational	3,000	0	3,000	1,987	3,942
	<u>Training</u>					
25-01-5-661	DARE Training	0	0	0	0	0
	TOTAL FUNCTION	3,000	0	3,000	1,987	3,942
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	ENDING FUND BALANCE	11,404	12,904	12,243	11,725	13,443
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DRUG FORFEITURE FUND

SERVICES PROVIDED:

The Drug Forfeiture Fund was established in 1993 as a receptacle for funds obtained through forfeiture when those funds are connected to a drug-related arrest. State statute requires that funds obtained through forfeiture be kept separate from other funds and used only for the enforcement of laws governing cannabis and controlled substances. This fund, as it grows, will be available for the purchase of equipment related to drug enforcement.

FY21 ACHIEVEMENTS:

- Funds are utilized to support the activity of the Network III tactical unit. This unit logged hundreds of contacts with multiple felony and misdemeanor arrests, assisting our Department at several sporting events, and investigations.
- So far, this fiscal year the fund has not yet received any seized funds. We will be sending a vehicle to auction that had been seized within the previous year.
- Funds are used for membership fees and to pay for the equipment and training needs of our officers assigned to the South Suburban Emergency Response Team (S.S.E.R.T.) and other drug enforcement opportunities as they present themselves.
- Funds from this account were utilized for a member of the department to attend a legal marijuana summit held in Denver Colorado in October of FY20. The knowledge gained during this summit was utilized in forming policy and local laws ahead of the legalization of recreational use of marijuana.

FY22 GOALS:

- The Police Department will continue to be alert for opportunities to obtain forfeiture of funds and assets when those funds and assets are connected to drug-related arrests.
- Use of money in the Drug Forfeiture Fund will be considered whenever a need for a drug enforcement, education, and drug related expenditures are identified.
- Funds will continue to be budgeted to support the Network III tactical team and the S.S.E.R.T.

DRUG FORFEITURE FUND

		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
BEGINNING FUND BALANCE		34,862	37,636	37,658	39,644	36,558
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ACCOUNT #	REVENUES					
26-00-6-480	Interest Earnings	500	100	550	723	824
26-00-6-486	Forfeitures	1,500	1,000	1,500	0	6,927
26-00-6-489	Auction Proceeds	0	0	0	0	0
TOTAL REVENUE		2,000	1,100	2,050	723	7,752
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EXPENDITURES						
Commodities						
26-01-3-610	Miscellaneous	0	2,874	3,000	1,956	4,286
26-01-5-661	Training	0	0	3,000	0	0
Capital Outlay/Non-Operating						
26-01-7-701	So. Sub Emer. Res. Tm. Equip.	1,500	1,000	1,000	775	380
26-01-7-702	Investigation Vehicle	0	0	0	0	0
EXPENDITURES		1,500	3,874	7,000	2,731	4,666
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ENDING FUND BALANCE		35,362	34,862	32,708	37,636	39,644

PUBLIC ART PROGRAM

SERVICES PROVIDED:

The Public Art Program has been created to enhance the Village by placing outdoor sculpture and gardens in public areas. The program is planned to be a long-term effort funded by donations from residents who wish to contribute for a memorial to a loved one or a celebration of community. The goals of the Public Art Program are as follows:

- To enhance the appearance of the Village by placing outdoor sculpture and gardens in public places.
- To create a “signature” for the community and allow the Village to market its traditions of excellence in a very visible program.
- To educate and encourage Village residents and neighboring communities, especially the youth, to appreciate and support visual arts and creative landscape.
- To provide an opportunity for significant artists to showcase their art.

FY21 ACHIEVEMENTS:

- Placed two new sculptures in Ballantrae Park as part of the rotational sculpture program
- Promoted engraved brick campaign during holiday season and around Valentine’s Day
- Completed maintenance on bronze sculptures

FY22 GOALS:

- Raise \$10,000 – \$15,000 through the Barrels of Hope fundraiser
- Complete maintenance of sculpture

PUBLIC ART PROGRAM

		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
ACCOUNT #	BEGINNING FUND BALANCE	62,991	73,321	65,948	73,623	74,216
REVENUES						
27-00-4-450	Fundraiser Events	5,000	0	5,000	3,038	0
27-00-6-480	Interest	850	250	850	1,373	1,603
27-00-6-486	Miscellaneous Revenue	0	0	0	0	0
27-00-6-487	Contributions/Donations	2,450	3,500	2,450	2,818	5,969
	TOTAL REVENUES	8,300	3,750	8,300	7,229	7,572
EXPENDITURES						
COMMODITIES						
27-01-3-619	Program Commodities	440	660	0	476	103
	Brick Purchases					
	TOTAL COMMODITIES	440	660	0	476	103
CONTRACTUAL SERVICES						
27-01-4-630	Art Consultant	0	0	0	0	
27-01-4-634	Miscellaneous Services	350	220	350	174	380
27-01-4-635	Printing	0	0	0	0	0
27-01-4-638	Advertising	0	0	0	0	0
27-01-4-645	Special Events/Projects	2,500	1,500	2,500	3,881	682
27-01-4-646	Educational Programming		0	0	0	0
27-01-4-650	Rotational Sculpture Program	6,000	7,000	6,000	3,000	7,000
	Artists' Honoraria					
	Artwork Transportation					
	Artwork Installation					
	TOTAL CONTRACTUAL SERVICES	8,850	8,720	8,850	7,055	8,062
TRAINING						
27-01-5-660	Membership Dues & Subscriptions	0	0	0	0	0
27-01-5-661	Training/Transportation	0	0	0	0	0
	TOTAL TRAINING	0	0	0	0	0
PROGRAM MAINTENANCE						
27-01-6-677	Program Maintenance					0
	Sculpture Maintenance	5,000	4,700	5,000	0	
	Landscape Maintenance	0	0	0		
	TOTAL MAINTENANCE	5,000	4,700	5,000	0	0
	TOTAL FUNCTION	14,290	14,080	13,850	7,531	8,165
	ENDING FUND BALANCE	57,001	62,991	60,398	73,321	73,623

FOREIGN FIRE INSURANCE FUND

SERVICES PROVIDED:

The Foreign Fire Insurance Fund accounts for the tax or license fee paid by insurance companies, which are not incorporated in the State of Illinois and are engaged in effecting fire insurance within our municipal boundaries. The fee is paid annually to the Village Treasurer for the maintenance, use and benefit of the Fire Department as determined by the Fire Department Foreign Fire Insurance Board.

FY21 ACHIEVEMENTS:

- The Foreign Fire Board funded the local portion of our FEMA Assistance to Firefighters Grant (AFG) for Station Alerting. The U.S. Digital Design (USDD) Station Alerting system will provide for a modern station alerting system.
 - Completed the US Digital Design Station Alerting installation
- Purchased a portion of the kitchen supplies including pots, pans and utensils.
- Purchased and installed Liftmaster Light Curtain safety lights on six of the apparatus bay doors

FY22 GOALS:

- In FY 22, the Foreign Fire Board will look to address the following projects:
 - Purchase and install remaining three Liftmaster Light Curtain safety lights on the remaining three apparatus bay doors
- Finish the updating of kitchen utensils and supplies including some indoor and outdoor appliances

FOREIGN FIRE INSURANCE

		BUDGET 21-22	PROJ'D 20-21	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
Beginning Fund Balance		70,531	65,231	72,092	72,081	51,705
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ACCOUNT #	REVENUES					
28-00-1-407	Foreign Fire Insurance Taxes	19,000	5,000	19,000	19,478	18,738
28-00-6-480	Interest	500	800	1,650	1,703	1,638
TOTAL REVENUES		19,500	5,800	20,650	21,181	20,376
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EXPENDITURES						
COMMODITIES						
28-01-3-605	Operating Supplies	0	500	0	7,104	0
28-01-3-615	Tools and Equipment	0	0	0	0	0
TOTAL COMMODITIES		0	500	0	7,104	0
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TRAINING						
28-01-5-664	Training Materials	0	0	0	0	0
TOTAL TRAINING		0	0	0	0	0
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CONTRACTUAL SERVICES						
28-01-4-634	Miscellaneous Services	0	0	0	817	0
TOTAL CONTRACTUAL SERVICES		0	0	0	817	0
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CAPITAL OUTLAY/NON-OPERATING						
28-01-7-704	Training Room Upgrades	0	0	0		0
28-01-7-705	FD Shower Remodel	0	0	0		0
28-01-7-706	US Digital Fire Station Alerting	0	0	0	11,510	0
28-01-9-922	Transfer to Fire Station Alerting Grant	0	0	0	8,600	0
TOTAL CAPITAL OUTLAY		0	0	0	20,110	0
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TOTAL EXPENDITURES		0	500	0	28,031	0
ENDING FUND BALANCE		90,031	70,531	92,742	65,231	72,081

9-1-1 FUND

SERVICES PROVIDED:

The 9-1-1 Fund was established by referendum in 1989 as a funding source for providing telephone users within the Village of Flossmoor with access to Fire, Police, and Emergency Medical Service by dialing the three digits – 9-1-1. Because the Flossmoor Fire Department also services the Sunnycrest Fire Protection District by contract, that area is included in the Flossmoor 9-1-1 service on a shared cost basis. Funds are used to purchase/maintain equipment and compensate employees involved in the emergency dispatch service.

E-COM, a combined emergency communications center, has replaced the Village's emergency communications function; all 9-1-1 surcharge receipts are forwarded directly to E-COM and expended under the authority of the joint ETSB. E-Com is comprised of the City of Country Club Hills, Villages of East Hazel Crest, Flossmoor, Glenwood, Hazel Crest, Homewood, Riverdale, South Holland, and Thornton.

FY21 ACHIEVEMENTS:

- Continued to provide high level of service to the Village's residents and visitors through E-COM's oversight and planning committees including the Board of Directors, Finance, New Member, and Operating Committees; and the Police, Fire, and Public Works Subcommittees.
- Installed US Digital Design's fire alerting system. This system interfaces with our Spillman CAD software and allows for quicker response to fire calls using multiple means of alerting fire departments.
- Installed a new GIS server. This server allows for new mobile mapping for first responders.
- Upgraded each emergency communications center's CAD workstation.
- Replaced MABAS 24 & VHF multi-frequency transmitters and the MABAS 24 antennae.

FY22 GOALS:

- Implement CallWorks' Integrated Call Control. This phone software is interoperable with CAD and allows emergency communications center staff to increase the speed and accuracy with which they manage 9-1-1 incidents.
- Achieve APCO Certified Agency Training Program Certification. The certification is a formal mechanism for E-COM to advance the training and professional development of our public safety emergency communications staff.
- Replace the MABAS 22/27 transmitter and multi-coupler and the MABAS 22/27 antennae.
- Replace E-COM's computer servers and CAD server.

9-1-1 FUND

(EMERGENCY TELEPHONE SYSTEM)

		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
<u>ACCOUNT #</u>	<u>REVENUES</u>					
30-00-1-416	Telephone Surcharge	178,075	211,784	175,661	191,819	211,468
	TOTAL REVENUES	178,075	211,784	175,661	191,819	211,468
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	<u>EXPENDITURES</u>					
30-01-4-650	E-Com Budget Contribution	178,075	211,784	175,661	191,819	211,468
	TOTAL EXPENDITURES	178,075	211,784	175,661	191,819	211,468
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MUNICIPAL PARKING LOTS FUND

SERVICES PROVIDED:

The Village operates and maintains two commuter lots: the South Lot, with 208 spaces available for lease, and the North Lot, with 84 spaces available for lease. In addition to the 84 commuter spaces, and because parking is limited in the Central Business District, 29 spaces in the North Lot are leased to merchants for their use and their employees. The Central Drive Lot contains 38 regular parking spaces and two handicapped spaces. Sixteen additional spaces are leased to merchants in lots on the south side of Central Drive. In order to maximize use of each available commuter parking space, the lots are over sold each month by 10%, and a number of permits are available for daily parking. Revenues from this fund are used exclusively to cover the operating and maintenance costs of the municipal lots and other associated commuter access amenities. The Village also maintains the Flossmoor Library Lot, in addition to its customer parking there are 6 merchant leased and 9 occasional commuter spaces available.

Prior to Fiscal Year 2021, this fund was comprised of a Grant Control Parking Fund and a Municipal Control Parking Fund. Starting in Fiscal Year 2021, the two funds were combined into one Fund called the Municipal Parking Lots Fund.

FY21 ACHIEVEMENTS:

- Completed the resurfacing of the Merchant Parking Lot.

FY22 GOALS:

- Continue to monitor the parking needed in the downtown area so that the Village is responsive to the multiple demands for the very limited spaces available.
- Conduct annual parking lot striping on all commuter parking lots.

MUNICIPAL PARKING LOTS FUND

		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21	20-21	19-20	18-19
<u>GRANT CONTROL PARKING^</u>						
	Unrestricted Net Assets (Beginning)	0	0	0	114,390	68,563
<u>ACCOUNT #</u>	<u>REVENUES</u>					
41-00-6-480	Interest	0	0	0	1,647	1,235
	Commuter Parking Rental					
	Merchant/Individual Parking					
41-00-7-450	North Lot - 22 spaces	0	0	0	10,560	9,900
41-00-8-450	South Lot - 204 spaces	0	0	0	122,259	137,924
TOTAL GRANT CONTROL REVENUES		0	0	0	134,466	149,059
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<u>EXPENDITURES</u>						
<u>North Lot</u>						
41-30-4-634	Miscellaneous Services	0	0	0	0	785
41-30-6-677	Maintenance and Repairs	0	0	0	0	785
41-30-9-901	Transfer to General Fund for Operating Expenses	0	0	0	10,504	9,934
Total North Lot Expenditures		0	0	0	10,504	11,504
<u>South Lot</u>						
41-31-4-634	Miscellaneous Services	0	0	0	0	954
41-31-6-677	Maintenance and Repairs	0	0	0	361	1,369
41-31-9-901	Transfer to General Fund for Operating Expenses	0	0	0	94,536	89,406
Total South Lot Expenditures		0	0	0	94,897	91,728
<u>Commuter Access</u>						
Total Expenses: Commuter Access		0	0	0	0	0
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TOTAL GRANT CONTROL EXPENSES		0	0	0	105,401	103,232
41-33-7-790	Depreciation Expense	0	0	0	5,329	8,240
GRANT CONTROL LOTS						
ENDING UNRESTRICTED NET ASSETS*		0	0	0	143,455	114,390

^ Prior to 5-1-20, Fund 41 was entitled "Grant Control Parking Fund". Municipal Control and Grant Control Parking funds were consolidated into one Municipal Parking Lots fund on 5-1-2020.

MUNICIPAL PARKING LOTS FUND^

		BUDGET	PROJ'D	BUDGET	ACTUAL	ACTUAL
		21-22	20-21*	20-21	19-20	18-19
BEGINNING UNRESTRICTED NET ASSETS		154,693	290,511	316,907	137,435	158,102
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<u>ACCOUNT #</u>	<u>REVENUES</u>					
<u>North Parking Lot</u>						
40-00-7-450	Commuter Parking - 84 spaces	46,070	13,974	46,070	31,626	34,779
40-00-7-451	Merchant/Individual Parking Space Rental	10,810	7,380	10,810	8,442	9,453
Total North Lot Revenues		56,880	21,354	56,880	40,068	44,232
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<u>South Parking Lot</u>						
40-00-8-450	Commuter Parking - 218 spaces	128,690	27,130	128,690	0	0
Total South Lot Revenue		128,690	27,130	128,690	0	0
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<u>Central Drive, Library & Merchant Parking Lots</u>						
40-00-8-451	Merchant/Individual Parking Space Rental	7,500	4,503	7,500	5,626	8,137
Total Central/Library/Merchant Lot Revenues		7,500	4,503	7,500	5,626	8,137
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<u>Miscellaneous</u>						
40-00-6-480	Interest	200	829	200	3,844	4,378
TOTAL REVENUES		193,270	53,816	193,270	49,538	56,747
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<u>EXPENDITURES</u>						
<u>North Parking Lot</u>						
40-30-4-634	Miscellaneous Services	2,600	2,000	2,600	0	0
40-30-6-677	Maintenance and Repairs	1,750	1,500	1,750	1,200	0
40-30-6-682	CBD Flags	1,500	1,680	1,500	3,010	1,500
40-30-9-901	Transfer to General Fund	11,012	10,843	10,843		
Total North Lot		16,862	16,023	16,693	4,210	1,500
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MUNICIPAL PARKING LOTS FUND^

<u>ACCOUNT #</u>		BUDGET 21-22	PROJ'D 20-21*	BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19
	<u>South Parking Lot</u>					
40-31-4-634	Miscellaneous Services	1,000	1,000	1,000	0	0
40-31-6-677	Maintenance and Repairs	1,000	2,738	1,000	0	0
40-31-9-901	Transfer to General Fund	99,108	97,589	97,589	0	0
	Total South Lot	101,108	101,327	99,589	0	0
	<u>Central Drive, Library & Merchant Parking Lots</u>					
40-32-4-634	Miscellaneous Services	2,800	2,800	2,800	400	1,055
40-32-6-677	Maintenance and Repairs	250	250	250	100	144
40-32-7-701	Library Parking Lot Resurfacing	0	0	0	0	43,636
40-32-7-702	Merchant Parking Lot Resurfacing	0	34,460	35,000	100	0
	Total Central Drive/Library/Merchant Lots	3,050	37,510	38,050	600	44,835
	<u>Commuter Access-C.B.D.</u>					
40-33-1-590	Overtime - Central Business District	5,430	7,974	5,324	5,174	2,969
40-33-1-591	Part-Time Employees	15,000	15,000	15,000	13,406	14,083
40-33-3-615	Small Tools and Equipment	250	100	250	235	250
40-33-4-634	Miscellaneous Services	5,100	5,100	5,100	3,625	5,127
40-33-6-671	Maintenance and Supplies	6,600	6,600	6,600	12,668	8,651
	Total Commuter Access-C.B.D.	32,380	34,774	32,274	35,107	31,080
	TOTAL EXPENDITURES	153,400	189,634	186,606	39,917	77,415
40-33-7-790	Depreciation Expense	0	0	0	6,892	5,619
	ENDING UNRESTRICTED NET ASSETS	194,563	154,693	323,571	147,056	137,434

Note: Prior to FY 21, there were two parking funds: Municipal Control Parking and Grant Control Parking

*Includes \$143,455 from Grant Control Parking fund closed effective 5-1-20;

^Prior to 5-1-2020, Fund 40 was entitled "Municipal Control Parking Fund". Municipal Control and Grant Control Parking funds were consolidated into one Municipal Parking Lots fund on 5-1-2020.

LIBRARY

SERVICES PROVIDED:

Your Flossmoor Public Library is a bustling, diverse community center and vital resource committed to providing access to information, materials, and programs to patrons of all ages. This past year has looked very different for us, as we were unable to offer the use of our study rooms and meeting rooms due to the restrictions of COVID-19.

We offer resources for intellectual growth and personal development, assist children and people of all ages in achieving educational goals, provide support for cultural and recreational pursuits, and help people to effectively obtain and evaluate the information presented to them. Our friendly, customer service-oriented staff is on hand to provide assistance seven days a week, including reference and reader's advisory services; in person or through digital means.

The library's collection contains tens of thousands of books, magazines, music CDs, DVDs, video games, audiobooks, Playaways, eBooks and eAudiobooks. The library's reference collection is comprised of extensive automated resources and databases. In addition, thousands of magazine and newspapers articles are available online both at the library and remotely from a home PC or your mobile device. Fast internet access is available for patron use as well as computers with Microsoft Office Suite. We have computers for children and teens featuring fun and educational game apps and strong Wi-Fi access is available throughout the library. New this year, we increased the number of circulating Wi-Fi 33 Hotspots that are available for check out at the library. We also added Kanopy – an online streaming service for movies, documentaries and more – free to use with your library card.

The library provides a variety of programs for all ages. However, this year we had to innovate! We began offering a variety of weekly programs on our YouTube Channel, as well as monthly highlights. We had such programs as *Cooking with Krystal*, *New Book Alerts* for Youths and Teens, *Series Spotlights* for Youths and Teens where we highlighted some of the new and older series in our collection, and *Songs and Crafts with Miss Jenny*. We also still offered our story time via video this year. Our adult programming has taken us on a tour around the world, all from the comfort of your own home. We began offering remote programs for adults as we all adjusted to these new norms, at least for the time being. For detailed information about library programs, pick up a current copy of the library's quarterly newsletter from the Patron Services Desk or check out the library's website at www.flossmoorlibrary.org

The Flossmoor Public Library is a member of the SWAN Consortium (System Wide Area Network) which provides public access to an extensive range of materials and services beyond our doors. Patrons can search the SWAN catalog from computers in the library, their home PC, or mobile devices. Patrons can borrow materials from other libraries and have them delivered here, as well as use their library card at any of the other 97 SWAN libraries in Illinois. Additionally, Flossmoor is part of the RAILS library system that has merged with four other systems in the northern half of the state to create a new, much larger system, greatly expanding our lending capabilities.

Throughout the year, we have passes available to a variety of places, including Brookfield Zoo and the Children's Museum of Oak Lawn.

In addition, we are very proud to announce, the library went fine free this year for our residents. The amount of fines the library was collecting versus the amount of people who were being prohibited from using these wonderful services available to them did not seem to be in balance. That is why we were excited to be one of the first libraries in this area to go fine free and to extend our services to all of our residents so that they can fully benefit from our library as a gem in the South Suburbs.

This year has been an adjustment for all of us. Our staff at the library has been back in person serving you both curbside as well as in-house since June 2020. We have remained opened and available thanks to the diligence of our staff and our adherence to the state mandates. We thank you for being patient with us this year as this is, of course, the first pandemic we have experienced. We want you to know that while we missed seeing you in person, we are adapting and getting ready to keep advancing toward the library being fully opened and available once again. Until then, please schedule an appointment to stop by your Flossmoor Public Library today and see what we have to offer you!

FLOSSMOOR PUBLIC LIBRARY

REVENUES		APPROVED BUDGET 21-22	AMENDED BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19	ACTUAL 17-18
<u>ACCOUNT # TAXES</u>						
50-00-1-401	Property Taxes	1,334,836	1,334,836	1,199,183	1,164,310	1,172,845
50-00-1-402	Property Tax - Soc Sec	54,698	54,698	52,481	49,940	50,377
50-00-1-403	Property Tax - IMRF	70,734	70,734	60,353	60,271	65,827
50-00-1-415	Personal Property Repl Tax	11,000	10,500	14,320	13,772	11,250
	TOTAL TAXES	1,471,268	1,470,768	1,326,337	1,288,293	1,300,299
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<u>INTERGOVERNMENTAL AND GRANTS</u>						
50-00-3-440	Per Capita Grant	11,830	11,830	11,830	11,830	11,830
50-00-3-441	Other Grants	0	0	0	500	0
	TOTAL GRANTS	11,830	11,830	11,830	12,330	11,830
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<u>CHARGES FOR SERVICES</u>						
50-00-4-450	Program fees	0	0	2,850	2,081	2,775
	PROGRAM FEES	0	0	2,850	2,081	2,775
<hr/>						
<u>FINES AND FEES</u>						
50-00-5-471	Fines and Fees	2,500	1,500	7,599	8,155	10,779
	TOTAL FINES AND FEES	2,500	1,500	7,599	8,155	10,779
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<u>MISCELLANEOUS REVENUES</u>						
50-00-6-480	Interest	1,250	6,000	56,064	36,252	8,518
50-00-6-483	Copier Income	4,000	3,000	10,406	11,271	11,945
50-00-6-485	Private Contributions	2,000	1,500	2,853	666	470
50-00-6-486	Miscellaneous Income	250	250	1,372	557	15
50-00-6-487	Designated Gifts	2,000	2,000	4,499	0	6,995
	TOTAL MISC. REVENUES	9,500	12,750	75,194	48,746	27,943
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	TOTAL REVENUES	1,495,098	1,496,848	1,423,810	1,359,605	1,353,626

FLOSSMOOR PUBLIC LIBRARY

EXPENDITURES		APPROVED	AMENDED	ACTUAL	ACTUAL	ACTUAL
		BUDGET	BUDGET			
		21-22	20-21	19-20	18-19	17-18
<u>ACCOUNT #</u>	<u>PERSONNEL SERVICES</u>					
	Salaries					
50-01-1-501	Library Salaries	749,500	715,000	737,938	685,068	700,831
	Fringe Benefits					
50-01-2-590	Health Ins Prem/EAP	82,300	72,300	62,834	58,040	61,228
50-01-2-591	Life Insurance Premium	1,200	1,280	1,279	1,196	1,223
50-01-2-593	Unemployment Comp	2,500	2,500	2,296	2,497	2,089
50-01-2-595	Library FICA Contributions	44,330	44,330	44,486	41,863	42,576
50-01-2-596	Library Medicare Contr	10,368	10,368	10,404	9,791	9,957
50-01-2-597	Library IMRF Contributions	70,734	70,734	64,758	62,977	68,373
	TOTAL PERSONNEL SERV	960,932	916,512	923,995	861,432	886,277
	<u>COMMODITIES</u>					
50-01-3-601	Office Supplies	3,000	3,000	1,633	3,888	3,355
50-01-3-602	Books	74,210	72,710	72,470	69,031	67,233
50-01-3-603	Postage	2,200	2,250	2,197	2,303	2,365
50-01-3-604	Leased Books	4,300	4,300	4,137	0	0
50-01-3-605	Periodicals	9,450	9,500	10,013	10,345	9,507
50-01-3-606	Electronic Resources	10,000	9,500	10,213	10,309	8,670
50-01-3-607	Audio Visual	22,400	20,500	15,883	17,897	17,219
50-01-3-610	ILL Charges	500	800	19	792	198
50-01-3-611	Circulation Supplies	3,650	3,650	2,652	2,233	2,174
50-01-3-612	Technical Service Supplies	6,500	6,500	5,625	6,305	6,416
50-01-3-614	Building Supplies	7,000	6,000	5,007	5,037	4,465
50-01-3-615	Programming	30,350	26,000	26,607	23,069	32,982
50-01-3-616	Printer Supplies	5,500	5,500	2,828	4,208	5,839
50-01-3-617	Software and Updates	13,700	19,000	8,963	6,450	4,978
	TOTAL COMMODITIES	192,760	189,210	168,247	161,867	165,401

FLOSSMOOR PUBLIC LIBRARY

EXPENDITURES		APPROVED BUDGET 21-22	AMENDED BUDGET 20-21	ACTUAL 19-20	ACTUAL 18-19	ACTUAL 17-18
<u>ACCOUNT # CONTRACTUAL SERV</u>						
50-01-4-633	Auditing Service	8,100	8,000	5,400	6,750	4,155
50-01-4-635	Printing and Advertising	6,250	6,250	7,349	10,418	10,226
50-01-4-637	Telecommunications	8,500	8,500	7,217	6,516	6,480
50-01-4-640	Workmen's Compensation	3,200	3,050	3,185	3,185	2,701
50-01-4-641	Ins-Prop/Casualty/Liability	14,500	14,100	13,417	12,457	11,988
50-01-4-644	Legal Services	3,500	3,500	2,599	5,510	5,751
50-01-4-645	Consultants	2,500	5,000	1,040	10,320	12,270
50-01-4-646	Security	5,000	15,000	0	0	2,235
50-01-4-647	Janitorial Services	40,000	39,000	35,130	37,320	36,120
50-01-4-648	Computer Technical Serv	5,500	4,750	0	5,000	12,500
50-01-4-649	Water and Sewer Service	3,300	3,300	2,734	2,498	2,730
50-01-4-650	Gas Energy/Heating	13,500	13,000	11,951	16,512	17,669
50-01-4-651	Equipment rental	7,000	7,000	6,571	4,873	3,814
50-01-4-655	Payroll Services/Fees	3,500	3,500	2,059	2,243	2,151
50-01-4-656	Village Accounting Serv	5,000	10,000	5,323	5,347	5,115
50-01-4-657	Surety Bond	0	300	256	491	491
50-01-4-659	SWAN/Data Entry	25,350	25,000	24,136	21,875	22,035
TOTAL CONTRACTUAL SERV		154,700	169,250	128,367	151,315	158,431
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<u>STAFF DEVELOPMENT</u>						
50-01-5-661	Staff Development	13,100	8,000	13,122	8,040	16,110
TOTAL STAFF DEVELOPMENT		13,100	8,000	13,122	8,040	16,110
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<u>MAINTENANCE</u>						
50-01-6-670	Equipment Maint/setup	60,500	32,500	13,116	17,422	18,642
50-01-6-676	Building and Grounds Maint	162,500	65,000	101,551	72,249	80,277
50-01-6-677	Emergency and Contingency	10,000	10,000	127,405	5,883	6,151
TOTAL MAINTENANCE		233,000	107,500	242,072	95,554	105,070
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<u>CAPITAL OUTLAY/NON-OPERATING</u>						
50-01-7-701	Equipment and Furnishings	5,000	0	0	0	3,628
TOTAL CAPITAL OUTLAY		5,000	0	0	0	3,628
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TOTAL EXPENDITURES		1,559,492	1,390,472	1,475,803	1,278,208	1,334,917
SURPLUS/(DEFICIT)		(64,394)	106,376	(51,993)	81,397	18,709

FLOSSMOOR PUBLIC LIBRARY
GASB 54 FUND BALANCE DISTRIBUTION
PROJECTED FY20-21
 (for inclusion with FY21-22 Budget)

	General Projected FY20-21
PROJ FUND BALANCE TOTAL 4/30/21	1810847
FUND BALANCE CLASSIFICATIONS	
RESTRICTED FUND BALANCE	0
COMMITTED FUND BALANCE	
Private Donations-Special Acquisitions	320000
Building- major exterior repair/maint	315810
Building- major interior repair/maint	683290
Building remodel	20000
ASSIGNED FUND BALANCE	
Technology projects	20000
"Green" initiatives	4000
Security upgrades	5000
UNASSIGNED FUND BALANCE	
Reserves	442747
TOTAL	0

BUDGET NOTES

Village of Flossmoor
CAPITAL PROGRAM

for

Infrastructure Rehabilitation, Maintenance, and Improvements

For the past 30 years, the Village has implemented an ongoing capital program referred to as the Finance and Facilities Plan. The Plan has been developed as a continuing effort by the Village to identify important infrastructure needs, and to plan for meaningful maintenance and rehabilitation several years in advance. By proactively planning and identifying capital projects for the future, the Village developed a financial savings plan that covers the costs associated with major projects, while still maintaining day-to-day Village services at a level desired by the community. By laying out the long-range capital goals of the Village, the following challenges and improvements were accomplished:

Street Resurfacing Program

A street maintenance program had been developed to keep Village streets in “good to excellent” condition at all times using primarily funding from Motor Fuel Taxes (MFT). The program ensures that each year repairs and resurfacing are completed on approximately one mile of the Village’s 40+ miles of streets at an annual cost of approximately \$300,000. The plan was originally created so that every street in Flossmoor is resurfaced on a 15-year rotation. Over the last several years, the MFT Fund had become financially stressed and rehabilitation costs increased, resulting in approximately one mile of the streets resurfaced each year compared to the 2.5 miles of streets resurfaced per year when the program was designed. Beginning in FY 2019, the Village Board supplemented MFT funds with a General Fund contribution to complete more street maintenance at a cost of \$140,000, \$250,000 and \$150,000 for the past three years. This supplemental funding was a viable short-term solution but knowing it was not viable long-term, it became one of the reasons to pursue a G.O. Bond for streets as discussed below. In addition, the situation has improved with the increase in MFT by the State beginning in FY 2020. For FY 2022, MFT fund balances have dropped to a point where it can only support approximately \$200,000 for the program, however, Staff is recommending that the MFT Street Rehabilitation be deferred for the next two years while the recently approved bond funded Street Rehabilitation Program is completed. This temporary change will allow the MFT Fund to build up and allow future work to be completed at a higher level following the bond funded program. Moving forward, identifying future funding and developing a viable street resurfacing program is needed.

Street Pavement Rehabilitation Program

In Fiscal Year 2017, Public Works staff retained a consultant to complete a Pavement Management Report of all streets in the Village. This report assigned a grade to each street and also recommendations for rehabilitation and estimates of cost to complete. The total cost of repair/rehabilitation in 2017 dollars for all Village owned streets is \$20,057,360. The street rehabilitation work is divided into three main strategies; crack sealing and patching, mill and resurface, full depth pavement reconstruction, curb and gutter repairs, and sidewalk and ADA repairs. The report will be the outline for the street maintenance program moving forward.

In November 2020, voters approved a \$10M General Obligation Bond referendum to be used to fund the Flossmoor Road Viaduct Drainage Improvements and this Street Rehabilitation Program. Staff has developed a major pavement rehabilitation program that can be supported by this bond issue. While the scope of the project is still being developed, it is estimated the project could span three years at an approximate cost of \$5M, pending the receipt of grant funds for the viaduct project and the remaining bond funds available. The first phase of the Street Rehabilitation Program will begin in the summer of 2021.

Sidewalk Replacement Program

The first phase of the Village's sidewalk replacement program was completed in Fiscal Year 2008. The program included the removal and replacement of approximately 750 defective sidewalk squares in the Old Flossmoor and Flossmoor Park neighborhoods. Due to the age of the community and an anticipated high number of sidewalk squares throughout the remainder of the Village warranting replacement, the program was initially designed to be implemented over a five-year period, but has taken longer to complete a cycle of the Village based on shrinking funding levels. Similar to streets, the Village Board allocated \$100,000 from the General Fund fund balance for the FY 2022 sidewalk replacement program.

- Fiscal Year 2009 – Replaced 600 defective squares in Pinewood subdivision and Flossmoor Hills
- Fiscal Year 2010 – Replaced 600 defective squares in Flossmoor Hills and Highlands
- Fiscal Year 2012 – Replaced 175 defective squares in the Heather Hill Neighborhood
- Fiscal Year 2013 – Replaced 220 defective squares in the Heather Hill Neighborhood
- Fiscal Year 2014 – Replaced 242 defective squares in the Heather Hill Neighborhood
- Fiscal Year 2015 – Replaced 446 defective squares in the Heather Hill Neighborhood and other various locations in the Village
- Fiscal Year 2016 – Replaced 467 defective squares in the Heather Hill Neighborhood
- Fiscal Year 2017 – Replaced 376 defective squares in the Heather Hill Neighborhood and on Flossmoor Road
- Fiscal Year 2018 – Replaced 397 defective squares in the Heather Hill, Old Flossmoor, and Flossmoor Park Neighborhoods.
- Fiscal Year 2019 – Replaced 537 defective squares in the Dartmouth neighborhood, on Avers Ave., and in the CBD island area.
- Fiscal Year 2020 – Replaced 506 defective squares in the Heather Hill, Old Flossmoor, Flossmoor Park, Flossmoor Hills, Southeast Flossmoor, and Chestnut Hills Neighborhoods.
- Fiscal Year 2021 – Replaced 239 defective squares in the Flossmoor Hills and Highlands neighborhoods and other concrete maintenance at the Village Hall Complex.

The sidewalk replacement program will increase with the implementation of the Street Pavement Rehabilitation Program because sidewalk within the street program will be replaced as part of that overall project.

Parkway Trees

Due to the importance of parkway trees in terms of aesthetics and impact on property values, the Village initiated a progressive parkway tree program in 1991. The program has resulted in the following:

1. A computer-based inventory of each and every tree on public property in Flossmoor. The inventory also maintains information on the location, species, size, health, appearance, and value of each tree.
2. A Village-subsidized planting program encourages residents to plant new parkway trees. Since 1991, approximately 2,250 new trees have been planted on Village parkways and public properties.
3. A rotational trimming program has been in place to ensure that each parkway tree is trimmed every five years.

In 2007, the Village dedicated additional financial resources to tree trimming throughout the Village. The additional funding toward an enhanced tree trimming program enables the Village to restore this program to a nearly five-year cycle for all parkway trees. Over the past fourteen years, the annual rotational Parkway Tree Trimming Program was completed in the following neighborhoods:

- Fiscal Year 2008 – Southeast Flossmoor and the Braeburn/Brassie Neighborhood
- Fiscal Year 2009 – South Section of the Heather Hill Neighborhood
- Fiscal Year 2010 – North Section of the Heather Hill Neighborhood and the East Section of the Flossmoor Hills Neighborhood
- Fiscal Year 2011 - West Section of the Flossmoor Hills Neighborhood, the Flossmoor Highlands Neighborhood and the Pinewood Neighborhood
- Fiscal Year 2012 – Old Flossmoor Neighborhood
- Fiscal Year 2013 – Flossmoor Park Neighborhood and Southeast Flossmoor
- Fiscal Year 2014 – Southeast Flossmoor and the Braeburn/Brassie Neighborhood
- Fiscal Year 2015 – North Section of the Heather Hill Neighborhood
- Fiscal Year 2016 – South Section of the Heather Hill Neighborhood
- Fiscal Year 2017 – Flossmoor Hills and Highlands Neighborhoods
- Fiscal Year 2018 – Old Flossmoor and Ballantrae Neighborhoods
- Fiscal Year 2019 – Flossmoor Park Neighborhood
- Fiscal Year 2020 – Southeast Flossmoor and Ballantrae Neighborhoods
- Fiscal Year 2021 - Braeburn/Brassie Neighborhood and the Dells Neighborhood

Beginning in FY 2021, the Village eliminated its 50/50 Parkway Tree Program and offered free trees instead. The intent of this program change was to reduce any financial barriers to populating trees in needed spaces. The change in the program was well received with nearly double the participation. Further, the Village has been able to increase tree plantings with the receipt of a grant for the Great Lakes Restoration Initiative from the USDA Forest Service. Since 2018, this grant has provided approximately 50 free trees to the Village that have been planted throughout the Village.

Emerald Ash Borer

In Fiscal Year 2010, the Emerald Ash Borer was officially identified in the Village of Flossmoor. Confirmation was made by our certified arborist from Natural Path Forestry who was updating the Village's Parkway Tree Inventory. Between Fiscal Year 2010 and Fiscal Year 2014 1,350 ash trees were removed.

As of January 1, 2019, our parkway tree inventory consists of five large ash trees, which are in good condition and being treated by residents.

Water System Improvement Program

In November 2012, Flossmoor residents voted in favor of a general obligation bond referendum in the amount of \$7.28 million dollars for the replacement of approximately the worst 6 miles of water main throughout the Village. The Phase 1A, Phase 1B, Phase 2A, Phase 2B, and Phase 2C Projects of the Water System Improvement Program are completed. A brief description of each project is provided below.

Phase 1A (CY 2013) Completed the replacement of water main and services on Bob O'Link Road, Golfview Lane, Robertson Lane, Mast Court, Bunker Avenue, Brassie Avenue, First Private and Second Private Roads. The project included installation of 8,931 linear feet (1.7 miles) of new water main, 135 new water services, 27 new fire hydrants, and 26 new operating valves.

Phase 1B (CY 2014) Completed the replacement of water main and services on Gardner Road, Vollmer Road and Princeton Road. The project included the installation of 7,574 lineal feet (1.4 miles) of new water main, 53 new water services, 29 new fire hydrants, and 24 new operating valves.

Phase 2A (CY 2015) Completed the replacement of water main and services on Hutchison Road (Western Avenue to Marston Lane), Collett Lane (Hutchison Road to Latimer Lane), the Heather Hill North Neighborhood, and the block surrounded by Carroll Parkway, Evans Road, Travers Lane, and Flossmoor Road. The project included the installation of 5,911 lineal feet (1.1 miles) of new water main, 111 new water services, 23 new fire hydrants, and 23 new operating valves.

Phase 2B (CY 2016) Completed the replacement of water main and services on Travers Lane (Collett Lane to Vardon Lane), Latimer Lane (Collett Lane to Cummings Lane), Marston Lane (Travers Lane to Latimer Lane), Cummings Lane (Travers Lane to Latimer Lane), and Vardon Lane (Hutchison Road to Travers Lane). Also included in this project was the water main replacement for Tina Lane (Dixie Highway to End), Thomas Court (Tina Lane to End), Markey Lane (Dixie Highway to Tina Lane), and Pinehurst Lane (Dixie Highway to Tina Lane). The project included the installation of 8,554 lineal feet (1.6 miles) of new water main, 166 water services, 26 new fire hydrants, and 26 new operating valves.

Phase 2C (CY 2017) Completed the replacement of water main and services on Dundee Ave., Perth Ave. (Heather Rd. to Brumley Rd.), Sterling Ave. (Heather Rd. to Brumley Rd.), Berry Ln. (Flossmoor Rd. to Sunset Ave.), and Cambridge Ave. (1350 Cambridge Ave. to the Dartmouth bike path). The project included installing 3,414 linear feet (0.65 miles) of new water main, 45 new water services, 11 new fire hydrants, and 14 new operating valves.

The Phase 2C Project was the last project in the 2014 Water Main Improvement Fund, and the final planned project in the Water System Improvement Program. This program resulted in a total of 6.5 miles of new water main, 510 new water services, 116 new fire hydrants, and 113 new operating valves. Funding for additional water main improvements will need to be identified, but this work represented the worst 10% of the system.

Sanitary Sewer System

Prior to 1996, the Village began initial planning for extensive sanitary sewer improvements. This included project engineering and coordination with the Illinois Environmental Protection Agency (IEPA) on loan application procedures for funding the necessary improvements. As a result of these efforts, the following projects were completed:

- Phase I (CY 1999)** A \$1.9 million project to rehabilitate the 80-year-old sanitary sewers in Flossmoor Park and Old Flossmoor neighborhoods.
- Phase II (CY 2001)** A \$1.7 million project to rehabilitate the sanitary sewers in the Braeburn/Brassie neighborhood.
- Phase III (CY 2003)** A \$2.2 million project to rehabilitate the sanitary sewers and lift stations in the southeast section of the Village.
- Phase IV (CY 2009)** Completed a majority of the design engineering and loan application for the rehabilitation of the sanitary sewer system in the Flossmoor Hills and Highland neighborhoods. The engineering plans and loan application were submitted to IEPA for funding through their low interest loan program. The Village still remains in line for funding through the IEPA, and the Village expects to complete more work on our loan application, supporting documents, and project engineering in Fiscal Year 2022.

Funding for three of the four projects was secured by low-interest loans obtained through the IEPA. Repayment of the loans is pledged with funds derived from an existing Sanitary Sewer Rehabilitation surcharge that residents pay along with their water and sewer bill each quarter. Repayment of the Phase I loan was completed in FY 2020 and Phase II will be repaid at the end of FY 2022.

In Fiscal Year 2017, the Village approved a design-build project for the reconstruction/rehabilitation of the Woods Lift Station, located behind the Flossmoor Golf Club. This project involved the conversion of the station from a dry pump well configuration to a wet-well station. Also included was the installation of a natural gas powered emergency back-up generator to power the station during storm events.

In Fiscal Year 2018, Public Works contracted with a vendor to install a new SCADA system for the Village's six wastewater lift stations at a cost of \$56,630. The old system utilized phone circuits to relay alarms to the Public Works Department via ECOM. The new system utilizes cellular based cloud technology to relay alarms to the Department via text messages. The system is web-based and allows staff to monitor

the station remotely on their cell phones and computers. This improvement paid for itself in less than two years because of the savings related to the disconnected phone circuits.

In Fiscal Year 2023, Public Works will be working on a large-scale emergency back-up generator project for several facilities, including the Butterfield Lift Station. This is the Village's largest wastewater lift station, which frequently experiences power outages.

Contract Sanitary Sewer Cleaning Program

The Village is now in its 14th year of implementing its annual rotational contract sewer cleaning program. Components of the program include regular cleaning and maintenance for all sanitary sewers throughout the Village. Scheduling of this program ensures that all sanitary sewer mains are cleaned every five years. The success of these programs is readily apparent in the reduced incidences of sewer failure, sewer blockages, and flooded basements. As part of this program, in Fiscal Year 2008, a televising program was implemented along with the annual cleaning. A televising program provides Public Works the ability to proactively identify maintenance and repair needs before they become major reconstruction issues.

The last section of rotational cleaning occurred in Fiscal Year 2017 in the Phase 4 Sanitary Sewer Rehabilitation project area, and has been on hold since then due to funding limitations. Staff plans on continuing with this rotational program in Fiscal Year 2022, following the completion of the sewer system assessment work that will be completed in the Phase 4 Sanitary Sewer Rehabilitation project area in Fiscal Year 2021.

Storm Sewer Drainage System

In 2000, the Village received approximately \$115,000 through state grants for the completion of a storm sewer cleaning and rehabilitation study for Flossmoor Park and Old Flossmoor neighborhoods. The study identified that \$1.2 million in rehabilitation work was necessary to restore the storm system back to original design capacity. After reviewing and discussing the report, the Village completed final engineering and approved an \$836,000 contract to rehabilitate the storm sewer systems in both sections of the Village. The rehabilitation work was completed during the spring and summer months of 2002.

In 2000, the Mayor and Board approved funding for an engineering study to analyze the drainage conditions in the Oak Court area of Flossmoor Hills. Following periodic rain events, residents experienced significant flooding as a result of the Village's existing storm sewers' inability to convey proper flow. After reviewing the various alternatives, the Village determined that a larger bypass pipe extending from Flossmoor Road to a pond located on Coyote Run Golf Course was the best option. The design and construction were completed concurrently with the H-F Park District golf course renovation. The contract for construction of the storm sewer improvement was awarded in 2003. Pipe installation, final landscaping and paving were completed in 2005.

In 2005, the Mayor and Board reviewed an engineering study and cost estimates for a potential federally-assisted storm sewer project to reduce flooding in the central business district viaduct. It included the installation of a large diameter sewer pipe that would extend from the Canadian National viaduct to Butterfield Creek at Dixie Highway. The estimated cost of the project was \$2.7 million. After all options

were considered, it was determined that the cost-benefit ratio did not justify moving forward with this project at that time.

During 2006, the Village examined additional solutions for resolving the Flossmoor Road viaduct flooding. One option included upstream improvements to divert water away from the viaduct. After further investigation into the components associated with implementing this option, the Village determined that the costs were not justifiable at that particular time. This past fiscal year, after several large storm events over the last couple of years, staff contracted with our consultant for an updated study of the issue, including extending the scope of study west to Leavitt Park and the tie-in to the Leavitt detention. During heavy rainfall events, the viaduct floods and cuts off vehicular access between the west and east sides of the Village. The flooding also inundates the adjacent downtown businesses. This is a very serious issue because emergency vehicles cannot access the east side of town in a timely response time. The study is nearing completion, and several alternatives have been developed for consideration. The Village Board has selected a preferred alternative, which is being further developed for implementation. This alternative includes constructing a relief storm sewer flowing south on Sterling Avenue, to the Heather Hill Elementary School where a retention basin will be constructed to serve the viaduct and the Berry Lane Drainage Improvements that are also under design.

In Fiscal Year 2010, Phase II of the Village's Storm Sewer Rehabilitation Program was completed in the Estates neighborhood. The project included a combination of spot repairs, total segment replacement, and cured in place relining to restore the function and integrity of our aging system at a cost of over \$1,000,000. This capital improvement has been vital to the performance of the Village's overall storm sewer system as this section of the Village has many of the larger diameter pipes that carry the Village's entire storm water to Butterfield Creek.

In Fiscal Year 2012, the Village established a Storm Sewer Fee and Storm Sewer utility fund. The fee covers the operational costs associated with storm management services as well as accounts for savings toward storm sewer capital improvements. When the fund was established, the Board directed staff to establish a Finance and Facilities plan similar to the other major funds once fund balance became available to set aside toward capital improvements. As a result of a small projected fund balance for Fiscal Year 2012, 75% of the Butterfield Lane Culvert Replacement project was paid for with storm sewer utility fee monies. Also, beginning in Fiscal Year 2016, 75% of the engineering design costs for the Brookwood Bridge and Butterfield Road Culvert were allocated to the Storm Sewer Fund.

There are areas in the Village where flooding is a concern and storm sewer improvements should be considered. One such area is on Hagen Lane. The Village contracted with our consultant for a study in 2018 to investigate the causes of the flooding and what improvements were recommended to address the issue. Another such area is the rear yards of Douglas Avenue between the Parker Junior High School and Douglas Avenue. The studies for both of these areas were completed in Fiscal Year 2020. Staff has worked with our consultants to submit these projects to the MWRD for funding consideration in their Stormwater Partnership Program, and we were selected for participation. The project will be constructed in Fiscal Year 2022 with almost 85% of it paid for with grant funds.

Municipal Facilities

The age of the municipal complex requires significant facility maintenance and improvements on an annual basis. The following municipal facilities' projects have been implemented:

- Replaced four rooftop air handlers and various undersized and deteriorated ductwork.
- Ventilated the exterior soffits of the Village Hall and sealed the perimeter of the building to eliminate infiltration of unconditioned outside air into the building.
- Conditioned the air in the space between the ceiling tiles and the roof pan.
- Replaced the twenty-year-old roof on the Public Works Service Center.
- Replaced all ceiling tiles and various sections of the ceiling tile suspension system. The cost of the replacement was \$92,000, and the project was completed in Fiscal Year 2006. A portion of the project was paid for with grant funding from the Illinois Department of Commerce and Economic Opportunity.
- Improvements were made to both Public Works and Fire Department bay floors. The Public Works Department's portion of the contract was for preventative maintenance purposes. The work conducted ensures that the integrity of the floor remains intact for at least the next 10 years. The Fire Department's portion of the contract included a complete restoration of their entire bay floor area. Both projects were completed in Fiscal Year 2008.
- The furnaces in the Fire Department apparatus bay were replaced with a new infrared heating system designed for greater efficiency. The project was completed in Fiscal Year 2008.
- Through a FEMA assistance grant, a new vehicle exhaust capture system was installed on the Fire Department apparatus bay floor. The system contributes to the overall health of the Department's personnel throughout the building. The project was completed in Fiscal Year 2008.
- In Fiscal Year 2009, a centralized computer network server room was constructed in the Village Hall. The project included several facility improvements such as a separate air conditioner, humidity control unit and new flooring. The purpose of the room is to extend the overall life of the server equipment by storing it in a properly controlled environment.
- In Fiscal Year 2009, through the Illinois Clean Energy Foundation, the Village received a grant through the Public Safety Lighting Upgrade Program. With the grant money received, the Village converted all florescent fixtures, ballasts and exit lighting in the Village Hall to a more energy efficient system.
- In Fiscal Year 2010, the thirty year old exhaust fans were replaced in the Fire Department apparatus room.
- In Fiscal Year 2011, the Village received an Energy Efficiency Block Grant from Cook County in the amount of \$100,000 for the replacement of the Village Hall boiler. This replacement is the first replacement of the boiler since the building was constructed in 1979.
- In Fiscal Year 2015, the Village completed another HVAC system replacement at the Village Hall Complex. The project also included renovations to the Police Department Firing Gun Range, which will enhance the ventilation and cooling system in the shooting area. Other improvements included duct work insulation, new electronic thermostats, VAV upgrades, and a new computer controlled automation system.
- In Fiscal Year 2017, the Village completed the HVAC system replacement at the Public Works Service Center. Other improvements included new electronic thermostats and improvements to

the outside air economizer which is an energy savings improvement. The roof at the Public Works Service Center was also replaced.

- In Fiscal Year 2022, the generator at the Municipal Complex will be replaced with a more robust generator that will service the entire facility in a power outage allowing full municipal operations to continue in such circumstances. A generator will also be installed at the Public Works Service Center in Fiscal Year 2022.
- In Fiscal Year 2022, the roof at the Municipal Complex will be replaced at an estimated cost of \$600,000. The existing roof is in poor condition and needs replacement.

Given the age of the Village Hall Municipal Complex (over 40 years old) along with the increased use of technology in operations and onerous records retention requirements, the Village Hall Municipal Complex needs attention. Those needs range from common area aesthetics and landscaping up to and including the provision of technology, storage and office space. In Fiscal Year 2016, Staff contracted with an architect to conduct an Assessment Study of the Village Hall complex. This study can be used to better plan for future capital projects and needs in the complex. The study presented improvement projects that can be completed in a phased approach. In Fiscal Year 2020, Staff worked with an architect on the planning for the Phase 1 improvements. These improvements included front desk security measures at the Administration/Finance and Building Departments, and remodeling of the Complex's bathrooms and locker rooms. The project was bid in Fiscal Year 2020, and bids were rejected due to them coming in well over the project budget. Given the economic uncertainty of the pandemic, this project was put on hold.

Municipal Parking Lots

As part of the Fiscal Year 2019 budget preparation, Staff developed a schedule for the resurfacing and maintenance of the municipal parking lots. The Merchant Parking Lot was resurfaced last summer. Below is a summary of the lots, schedule and cost.

South Commuter Lot Resurfacing (FY24) -	\$125,000
North Commuter Lot Resurfacing (FY25) -	\$55,000
Central Drive Lot Resurfacing (FY27) -	\$40,000
Library Lot Resurfacing (FY34) -	\$60,000
Merchant Parking Lot Resurfacing (FY36) -	\$35,000

Water Meter Replacement

Stemming from a recommendation in the 2004 Water System Study, the Village implemented Phase I of the Water Meter Replacement Program in Fiscal Year 2008. This program installed 250 residential water meters and outside touch pad reading devices for accounts within Billing Cycle #2. The upgraded meter equipment provides a means to more effectively account for the Village's water usage, and provides the ability to read the meters more efficiently. Following the Phase I program, a more aggressive meter replacement schedule was implemented. Throughout Fiscal Year 2009, approximately 1,000 meters in the Village were replaced and upgraded. Also, in Fiscal Year 2010 an additional 500 meters were replaced and upgraded to the electric touch pad technology.

Between Fiscal Year 2014 and 2019, the Village replaced all of the large meters at its largest water user accounts to the newer style Sensus Omni meter. The larger meters are true performers in capturing lower water usages and have advanced tracking for daily and monthly usage at each location through a laptop computer.

In Fiscal Year 2017, Public Works Staff solicited a Request for Qualifications from Energy Services Performance Contract contractors for the replacement of the small meter inventory to an automated meter infrastructure system. This project will update the small meter inventory (5/8" to 1") to the newer style Sensus iPERL water meter with radio read technology. Staff anticipates that this project will result in a reduction in water loss due to poor metering accuracy and efficiency improvements in meter reading.

As part of the development of the Performance Contract Agreement, the vendor completed a performance analysis of approximately 103 meters in town. The analysis resulted in a guaranteed performance improvement of 3% from the Performance Contracting vendor, Johnson Controls. Staff anticipates that the actual improvement will be greater. The project is still being developed and staff anticipates that it will proceed in Fiscal Year 2023, following the implementation of the financial software project and after other competing capital needs are addressed.

Grant Funding

As appropriate, the Village pursues available federal, state, and other grant funds to assist with the financing of these large capital projects. Current projects for which the Village has received grant funds through other governmental agencies include:

- Brookwood Bridge and Butterfield Road Reconstruction (DCEO, IDOT)
- Phase IV Sanitary Sewer Rehabilitation Construction (IEPA)
- Central Business District Roadway, Pedestrian and Streetscape Improvements (Cook County, IDOT)
- Local Road Safety Plan (CMAP)
- Lead Water Service Inventory (CNT)
- Flossmoor Road Viaduct Drainage Improvements (FEMA, DCEO)
- Hagen Lane and Douglas Avenue Drainage Improvements (MWRD)
- Berry Lane Drainage Improvements (ACOE, MWRD, IEPA)

Over the past fifteen years, the following projects were all supported with stimulus and other State of Illinois funding.

- Water System Automation
- Crawford Avenue North Water Main Extension
- Resurfacing of Flossmoor Road from Western Avenue to Dixie Highway
- Resurfacing of Flossmoor Road from Sterling Avenue to Governors Highway
- Central Business District Street Light Replacement
- Meinheit Water Tower Painting
- Village Hall HVAC Upgrade Project

- Vollmer Road Water Main Replacement
- Brookwood Bridge and Butterfield Road Culvert Reconstruction

Proposed Future Projects

As part of the Fiscal Year 2022 budget preparation, the Public Works Department, the Village Manager and the Finance Department prepared the current Finance & Facilities Plan for the Mayor and Village Board’s review. Before a tentative schedule was set, we discussed the list of potential Capital Projects, fund balances and reserves, along with other possible funding sources that may be available. The following is a three-year capital improvement schedule for the Mayor and Board of Trustee’s consideration and approval. The budget identified is the full budget with no consideration of outside funding sources such as grants.

FISCAL YEAR 2022

- **Chicago Heights Water Supply Development – Phase 1 Engineering & Construction**
Projected Budget: \$455,500 (General Fund) – This project includes the engineering and construction to develop a new water supply connection to the City of Chicago Heights through the Village of Homewood. This project will also include the demolition of the Sterling Avenue Water Tower, Vollmer Reservoir Improvements, and other system improvements that will be needed to make this water supply transition feasible. Staff has been working with our consultant on a feasibility study for the project and the project scope is still being developed and analyzed. The estimated cost for Phase 1 and 2 may be less depending on the final developed scope of work and the final purchase contract with Homewood. The project will begin in Fiscal Year 2022.

- **Brookwood Bridge and Butterfield Road Culvert Reconstruction – Phase II Engineering**
Projected Budget: \$80,400 (25% General Fund and 75% Storm Sewer Fund*) – The project includes continuing with the Phase II design engineering for the reconstruction of the Brookwood Bridge and Butterfield Road Culvert. State Road Funds will be used to offset the costs for this project. ***(Project is contingent on grant funding.)**

- **Phase IV Sanitary Sewer Rehabilitation Engineering and Construction***
Projected Budget: \$1,460,000 (Sanitary Sewer Rehabilitation Fund) – The project is anticipated to include a combination of spot repairs, total segment replacement, and cured in place lining to restore the function and integrity of the sanitary sewer system within the Flossmoor Hills and Highlands neighborhoods. Engineering and loan preparation documents are substantially complete for this project. The project has been submitted to the IEPA for funding as part of their low interest loan program. In Fiscal Year 2017, additional work commenced on the Village’s loan application and supporting documents; the allocation of resources for this project was precipitated by an influx of federal funding in the state program announced in Fiscal Year 2013 and the IEPA encouraging the Village to respond to application comments. Staff and our consultant are currently working on the IEPA application review comments, and we anticipate that the construction will move forward in Fiscal Year 2022. ***(Project is contingent on receiving IEPA loan funding.)**

- **Central Business District Roadway, Pedestrian and Streetscape Improvements – Phase II Engineering**
Projected Budget: \$150,000 (General Fund*) - The project includes the Phase II Engineering for the Central Business District Roadway, Pedestrian and Streetscape Improvements project. The Village has identified the need for safety improvements included within the project such as re-configured intersection geometry, improved vehicle and pedestrian sight lights, improved crosswalk configuration and crossing safety treatments, evaluation of existing on-street parking locations, and improved roadway and pedestrian lighting. The Village has also identified the need to modernize and accentuate the Central Business District by adding parkway and crosswalk pavers, sidewalk replacement to remove tripping and other safety hazards, ADA access improvements, additional trees with tree grates, benches, bike racks, wayfinding and safety signage, and other decorative landscaping elements. While the Phase II work is not currently scheduled in the FY 2022 budget and workload, Staff is currently pursuing grant funding to offset the cost of the construction of this project. The receipt of construction funding could accelerate the completion of this phase. ***(Project is contingent on receiving grant funding.)**

- **Street Pavement Rehabilitation Program – Phase 1 & Phase 2**
Projected Budget: \$2,832,764 (2021 Streets and Storm Sewer Improvement Fund) – This project includes the engineering and construction of street resurfacing (1 ¾" surface, ¾" leveling binder), patching, curb and gutter repairs, sidewalk repairs (both ADA and mid-block), and crack sealing throughout the street rehabilitation project area. The Phase 1 project and a portion of the Phase 2 project will be completed in Fiscal Year 2022. This program will be funded through the recent voter approved \$10M bond issue and completed in two consecutive construction seasons.

- **Hagen Lane & Douglas Avenue Drainage Improvements – Construction**
Projected Budget: \$846,000 (General Fund*) – This project includes storm sewer improvements at two locations in the Village to address severe rear yard flooding that impacts structures. The first location is the rear yard area behind 2122 Hagen Lane and the second location is the rear/side yard area behind 1022 Douglas Avenue. The engineering for this project was completed in Fiscal Year 2021. **This project was submitted to the MWRD for funding consideration in their Stormwater Partnership Program and was accepted for participation.** This program will provide a majority of the funds needed to complete the project, as the Village had to commit \$150,000 of matching funds to be considered for the program.

- **Flossmoor Road Viaduct Improvements Phase 1: Berry Lane Drainage Improvements – Construction**
Projected Budget: \$2,000,000 (Rebuild Illinois Bonds Fund and 2021 Streets and Storm Sewer Improvement Fund) – This project includes storm sewer improvements to the Berry Lane area in the Heather Hill neighborhood. These improvements will tie into the proposed Flossmoor Road Viaduct improvements on Sterling Avenue, which will all lead to a proposed retention reservoir behind the Heather Hill Elementary School. The improvements will also include the replacement of the water main on Berry Lane, and permeable pavers on Berry Lane and stormwater storage under the pavement. Green infrastructure grants/partnerships from the MWRD and IEPA will fund the green infrastructure components and a Section 219 grant from the ACOE will fund a

majority of the construction. It is anticipated that \$500,000 from the 2021 Street and Storm Sewer Improvement Fund will be allocated to this phase.

- **Flossmoor Road Viaduct Drainage Improvements Phase 2– Engineering**
Projected Budget: \$350,000 (2021 Streets and Storm Sewer Improvement Fund) – This project includes the design engineering for a selected alternative for the viaduct drainage improvements. In Fiscal Year 2021, Staff worked with our consultant to complete an updated study of the drainage issue at the viaduct. The updated study resulted in several alternatives that were presented to the Village Board, and one alternative was selected to proceed to design and construction. This alternative includes a relief storm sewer and a retention reservoir behind the Heather Hill Elementary School. Construction of the improvements are anticipated to begin in Fiscal Year 2023.

FISCAL YEAR 2023

- **Chicago Heights Water Supply Development – Phase 2 Engineering & Construction**
Projected Budget: \$1,225,500 (General Fund) – This project includes the 2nd Phase of the engineering and construction to develop a new water supply connection to the City of Chicago Heights through the Village of Homewood. The completion of these improvements will be partially contingent on water supply contract requirements. The goal is to have the project completed and receiving water from Chicago Heights by December of 2022.
- **Brookwood Bridge and Butterfield Road Culvert Reconstruction – Construction**
Projected Budget: \$1,104,180 (General Fund*) – The project includes construction and Phase III construction engineering for the reconstruction of the Brookwood Bridge and Butterfield Road Culvert. As described above, State Road Funds will be used to offset the costs for the Phase I Engineering, Phase II Engineering, Phase III Engineering, and a portion of the construction costs. STP Bridge Fund monies will be used to cover the remaining construction costs. ***(Project is contingent on grant funding.)**
- **Residential Water Meter Replacement with Radio Read**
Projected Budget: \$1,726,577 (General Fund and Water Fund*) – The project includes the upgrade of the remainder of the small meter inventory (1,895 meters) to the new style Sensus iPERL meter and convert the entire meter inventory to a radio read system. A radio read system will provide the Village the opportunity to read meters quicker, more efficiently and provide the ability to identify leaks and meter issues on a daily basis with real time data. ***(Funding for this project is still being deliberated.)**
- **Dartmouth Bike Bridge Replacement Project – Engineering and Construction**
Projected Budget: \$500,000 (General Fund*) – This project includes the design engineering and construction for the Dartmouth Road Bike Bridge bank stabilization of Butterfield Creek. Baxter & Woodman Consulting Engineers was retained to complete a Preliminary Design Memorandum in Fiscal Year 2016. This memorandum identified the scope for the project, alternative design

options, cost estimates, and potential grant funding sources to offset the cost for the project.
(Project is contingent on receiving grant funding).

- **Flossmoor Road Viaduct Drainage Improvements Phase 3– Construction**
Projected Budget: \$1,317,000(2021 Streets and Storm Sewer Improvement Fund) – This project includes the construction and construction engineering for the selected alternative for the viaduct drainage improvements. This project will span both Fiscal Year 2023 and Fiscal Year 2024. Staff will continue to pursue grant opportunities to help offset the cost of this project.
- **Street Pavement Rehabilitation Program – Phase 2**
Projected Budget: \$2,471,057 (2021 Streets and Storm Sewer Improvement Fund) – This is the remainder of the second project planned in the Street Rehabilitation Fund Program. The project includes street resurfacing (1 ¾” surface, ¾” leveling binder), patching, curb and gutter repairs, sidewalk repairs (both ADA and mid-block), and crack sealing throughout the project area.
- **Public Works Salt Storage Building Reconstruction**
Projected Budget: \$200,000 (General Fund) – This project includes the reconstruction of the Public Works Salt Storage Building, located at the Public Works Service Center. The existing pre-cast concrete salt storage building is 24 years old, and is showing its age and deterioration from salt corrosion and heavy use. Staff is investigating other alternatives for the reconstruction of this building that will be both cost effective and long lasting.

FISCAL YEAR 2024

- **Central Business District Roadway, Pedestrian and Streetscape Improvements – Phase III Construction**
Projected Budget: \$1,777,000 (General Fund) - The project includes the Phase III Construction and the Construction Engineering for the Central Business District Roadway, Pedestrian and Streetscape Improvements project. Staff is currently pursuing grant funding to offset the cost of the project. ***(Project is contingent on receiving grant funding.)**
- **Flossmoor Road Viaduct Drainage Improvements Phase 3– Construction**
Projected Budget: \$3,073,000 (2021 Streets and Storm Sewer Improvement Fund) – This project includes the construction and construction engineering for the selected alternative for the viaduct drainage improvements. This project will span both Fiscal Year 2023 and Fiscal Year 2024. Staff will continue to pursue grant opportunities to help offset the cost of this project.
- **South Commuter Lot Resurfacing**
Projected Budget: \$125,000 (Municipal Parking Lots Fund (Grant Control)) – This project includes the milling, patching, resurfacing, and re-striping of the South Commuter Lot.

Based on a continuous evaluation of infrastructure needs, a significant number of projects have been planned for the next three years. Each year, as progress is made, Village-wide capital project needs will

be re-evaluated, and the plan will be extended. By planning into the future, major infrastructure conditions and service can be preserved, and every attempt can be made to finance these ongoing projects with money already saved for the purpose, along with additional revenue conservatively anticipated during ensuing years.

SUMMARY OF CAPITAL PROJECTS:

Included in the Capital Plan and the Finance and Facilities Plan for the next three years:

▪ Chicago Heights Water Supply Development – Engineering & Construction	\$1,681,000
▪ Brookwood Bridge & Butterfield Road Culvert Reconstruction – Phase II Eng.	\$80,400
▪ Brookwood Bridge & Butterfield Road Culvert Reconstruction – Construction	\$1,104,180
▪ Phase IV Sanitary Sewer Rehabilitation Engineering and Construction	\$1,460,000
▪ CBD Roadway, Pedestrian and Streetscape Improvements – Phase II Engineering	\$150,000
▪ CBD Roadway, Pedestrian and Streetscape Improvements – Phase III Const.	\$1,777,000
▪ Street Pavement Rehabilitation Program – Phase 1 & Phase 2	\$5,303,821
▪ Hagen Lane & Douglas Avenue Drainage Improvements – Construction	\$846,000
▪ Flossmoor Road Viaduct Improvements Phase 1: Berry Lane Drainage Improvements – Construction	\$2,000,000
▪ Flossmoor Road Viaduct Drainage Improvements Phases 2 & 3– Engineering & Construction	\$4,740,000
▪ Residential Water Meter Replacement with Radio Read	\$1,726,577
▪ Dartmouth Bike Bridge Replacement Project – Engineering and Construction	\$500,000
▪ Public Works Salt Storage Building Reconstruction	\$200,000
▪ South Commuter Lot Resurfacing	\$125,000

Other projects listed below have been identified as infrastructure needs, but have not been scheduled in the Capital Plan nor the Finance and Facilities Plan. These projects will be scheduled as funding becomes available or as priorities are changed.

▪ Western Avenue Tower Painting and Repairs	\$300,000
▪ Phase III Storm Sewer Rehabilitation - Engineering	\$175,000
▪ Phase III Storm Sewer Rehabilitation – Construction	\$1,100,000
▪ Dells Neighborhood Water Main Replacement	\$726,000
▪ Vollmer Road 24” Sanitary Sewer Rehabilitation	\$910,000
▪ Imperial Ct. & Embassy Row Water Main Replacement	\$155,000
▪ Elm Ct. Water Main Replacement	\$75,000
▪ Hamlin Ave. Water Main Replacement	\$550,000
▪ Central Park Ave. Water Main Extension	\$232,500
▪ Butterfield Lift Station Forcemain – Assessment & Rehabilitation	\$1,120,000
▪ Woods Lift Station Forcemain – Assessment & Rehabilitation	\$660,000
▪ Heather Road Lift Station Forcemain – Assessment & Rehabilitation	\$165,000
▪ Sylvan Ct. Lift Station Forcemain – Assessment & Rehabilitation	\$225,000
▪ Commons Lift Station Forcemain – Assessment & Rehabilitation	\$30,000
▪ Dartmouth Rd. Lift Station Forcemain – Assessment & Rehabilitation	\$315,000

▪ Central Park Avenue Storm Sewer Impr. (Beech St. to Brumley Dr.)	\$150,000
▪ Heather Rd. Lift Station Reconstruction	\$250,000
▪ Braeburn Ave. Sanitary Sewer Improvement	\$500,000
▪ Village Hall Municipal Complex Improvements – future phases	\$1,000,000
▪ North Commuter Parking Lot Resurfacing	\$55,000
▪ Central Drive Parking Lot Resurfacing	\$40,000
▪ Library Parking Lot Resurfacing	\$60,000

GENERAL FUND
FINANCE AND FACILITIES PLAN
FINAL APRIL 30, 2021

<u>Designation</u>	Projected Balance <u>4/30/21</u>
Fund Balance	\$6,138,775
FY 22 Budget Operating Deficit	408,713
Reserves	3,451,000
Village Hall Municipal Complex Improvements	480,000
Public Works Salt Storage Building Reconstruction	200,000
Brookwood Bridge Reconstruction & Butterfield Road Culvert	145,042
Brookwood Bridge/Butterfield IDOT Grant	(145,042)
Local Share - Stormwater Improvement Grants	150,000
Water Supply System Improvements	<u>1,581,000</u>
Balance Available For Allocation	<u>\$ (131,938)</u>

**WATER & SEWER FUND
FINANCE AND FACILITIES PLAN
FINAL APRIL 30, 2021**

<u>Designation</u>	Projected Balance <u>4/30/21</u>
Net Unrestricted Assets*	\$1,339,982
Reserves	1,241,000
Water Supply System Improvements	<u>100,000</u>
Balance Available For Allocation	<u>(\$1,018)</u>

Notes:

*Does not include depreciation which posts to Net Capital Assets;
FY 20 depreciation expense = \$580,986

SANITARY SEWER REHABILITATION FUND
FINANCE AND FACILITIES PLAN
FINAL APRIL 30, 2021

<u>Designation</u>	Projected Balance <u>4/30/21</u>
Net Unrestricted Assets*	\$79,552
IEPA Loan Repayment-Dedicated Repayment Source	84,262
IEPA Loan-Dedicated to Sanitary Sewer System Maintenance	<u> -</u>
Balance Available For Allocation	<u>(\$4,710)</u>

*Does not include depreciation which posts to Net Capital Assets;
FY 20 depreciation expense = \$149,268

MFT FUND
FINANCE AND FACILITIES PLAN
FINAL APRIL 30, 2021

<u>Designation</u>	Projected Balance <u>4/30/21</u>
Fund Balance	\$98,067
No Projects Allocated	<u> -</u>
Balance Available For Allocation	<u> \$98,067</u>

MUNICIPAL PARKING LOTS FUND
FINANCE AND FACILITIES PLAN
FINAL APRIL 30, 2021

<u>Designation</u>	Projected Balance <u>4/30/21</u>
Net Unrestricted Assets*	\$154,693
North Commuter Lot Resurfacing	55,000
South Commuter Lot Resurfacing	125,000
Central Drive Lot Resurfacing	40,000
Library Lot Resurfacing	<u>60,000</u>
Balance Available For Allocation	(<u>\$125,307</u>)

*Does not include depreciation which posts to Net Capital Assets
FY 20 depreciation expense = \$12,221

**VILLAGE OF FLOSSMOOR
FUND BALANCE DISCLOSURES
FY 22 BUDGET
PAGE 1 OF 3**

FUND BALANCE CHART

Projected and budgeted fund balances and net unrestricted assets (enterprise funds) for FY 21 and FY 22, respectively, follow on page 3 of the disclosure section.

GOVERNMENTAL FUND BALANCE CATEGORIZATIONS

Fund balance categorizations and Village Board action (if applicable) for each fund balance category at April 30, 2021 in conjunction with the approval of the FY 22 budget are as follows:

Nonspendable Fund Balance

Represents fund balances which are not available to be spent because of their form or because they must be maintained intact.

Restricted Fund Balance

Represents fund balances which are subject to externally enforceable limitations or result from enabling legislation adopted by the Village.

Committed Fund Balance

Represents fund balances that have self-imposed limitations put in place by formal action by the Village Board. The following is approved in conjunction with the FY 22 budget as committed fund balances at April 30, 2021.

Finance and Facilities Plan Set Asides

The set asides amounts disclosed in the Finance and Facilities Plan document which is included as an appendix in the FY 22 budget document are considered committed fund balances. The commitment of those fund balances can only be adjusted by Village Board action.

Assigned Fund Balance

Represents fund balances that have limitations due to being earmarked for an intended use. Authority to assign fund balances is designated to Village staff as disclosed in a later section.

Unassigned Fund Balance

Represents total General Fund balance in excess of nonspendable, restricted, committed and assigned fund balances. The categorization only applies to the General Fund. Unassigned fund balance is available and expendable for any General Fund purpose.

**VILLAGE OF FLOSSMOOR
FUND BALANCE DISCLOSURES
FY 22 BUDGET
PAGE 2 OF 3**

GOVERNMENTAL FUND FLOW ASSUMPTIONS

The Village's flow assumptions are stated in the FY 22 budget document to allow for application of GASB 54 in FY 21. The flow assumptions are based on GASB 54 definitions. The Village will spend the most restricted fund balances first; in the following order.

1. Restricted
2. Committed
3. Assigned
4. Unassigned

AUTHORITY TO ASSIGN GOVERNMENTAL FUND BALANCES

The Village Board's determination of authority to assign fund balances is stated in the FY 22 budget document to allow for application of GASB 54 in FY 21. Authority to determine assigned fund balances is conveyed to both the Finance Director and Village Manager/Treasurer.

VILLAGE OF FLOSSMOOR
FUND BALANCE DISCLOSURES
FY 22 BUDGET
PAGE 3 OF 3

4/14/2021

GOVERNMENTAL FUNDS

<u>Fund</u>	Fund Balance 5/1/2020	Projected Surplus/ (Deficit) FY 21	Projected Fund Balance 4/30/2021	Budgeted Surplus/ (Deficit) FY 22	Budgeted Fund Balance 4/30/2022
General	\$ 5,510,197	\$ 628,578	\$ 6,138,775	\$ (932,026)	\$ 5,206,749
Motor Fuel Tax	157,223	(59,156)	98,067	217,490	315,557
Rebuild Illinois Bonds	-	66,400	66,400	207,905	274,305
Debt Service	295,089	40,031	335,120	(1,500)	333,620
Capital Equipment	3,263,711	(740,521)	2,523,190	(1,001,018)	1,522,172
2021 Streets & Storm Sewer Improve	-	10,643,821	10,643,821	(3,360,764)	7,283,057
2021 G.O. Refunding Bonds	-	-	-	-	-
FEMA Fire Station Alerting Grant	3,270	(972)	2,298	-	2,298
Public Safety Donations	52,307	(8,800)	43,507	(1,400)	42,107
11-501 (J)	11,724	1,180	12,904	(1,500)	11,404
Drug Forfeiture	37,635	(2,773)	34,862	500	35,362
Public Art Program	73,321	(10,330)	62,991	(5,990)	57,001
Foreign Fire Insurance	65,230	5,301	70,531	19,500	90,031
E-911	-	-	-	-	-

FIDUCIARY FUNDS

<u>Fund</u>	Fund Balance 5/1/2020	Projected Surplus/ (Deficit) FY 21	Projected Fund Balance 4/30/2021	Budgeted Surplus/ (Deficit) FY 22	Budgeted Fund Balance 4/30/2022
Police Pension	\$ 15,275,216	\$ 3,208,039	\$ 18,483,255	\$ 1,417,292	\$ 19,900,547
Fire Pension	2,615,610	218,785	2,834,395	127,061	2,961,456

ENTERPRISE FUNDS

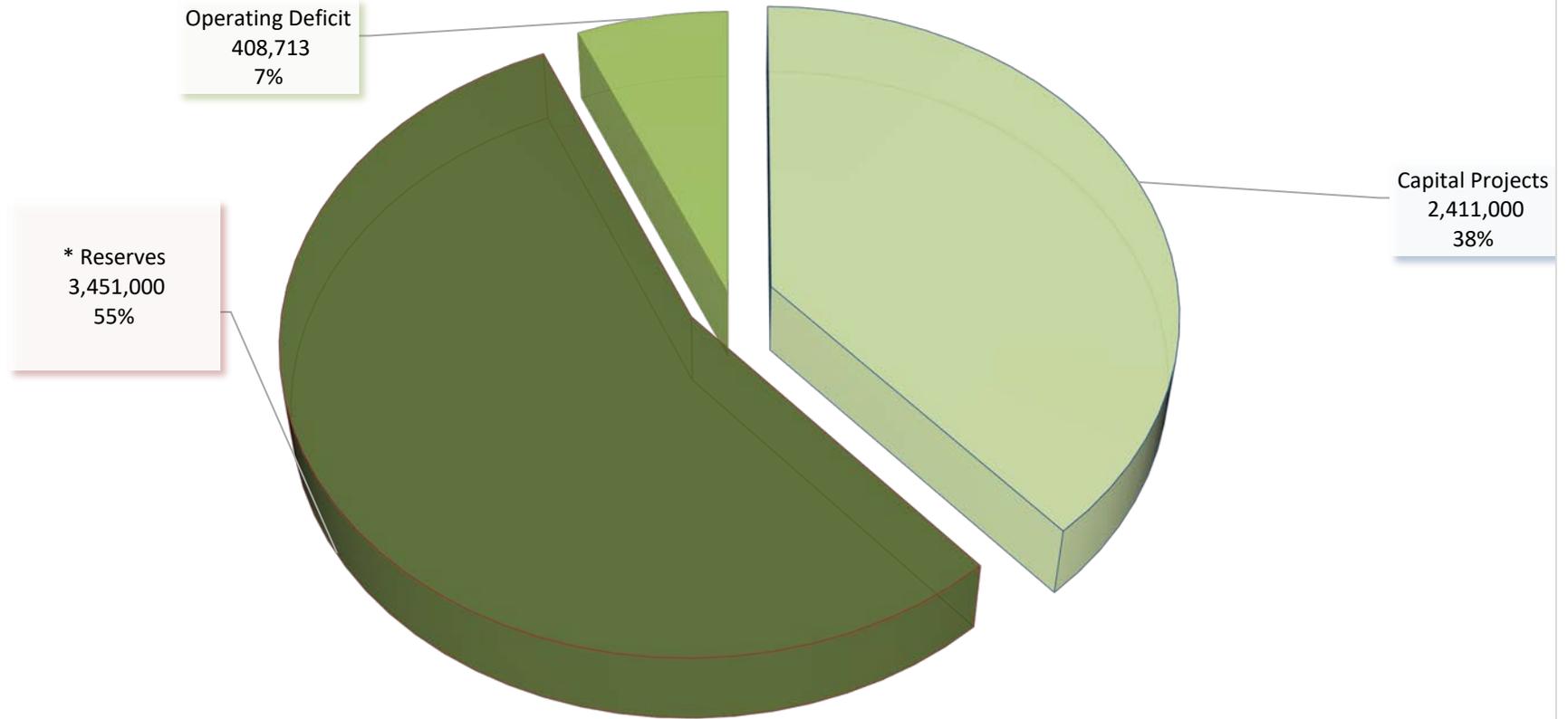
<u>Fund</u>	Net Unrestricted Assets 5/1/2020	Projected Surplus/ (Deficit) FY 21	Net Unrestricted Assets 4/30/2021	Budgeted Surplus/ (Deficit) FY 22	Net Unrestricted Assets 4/30/2022
Water & Sewer	\$ 1,634,476	\$ (294,494)	\$ 1,339,982	\$ 150,414	\$ 1,490,396
Sanitary Sewer Rehabilitation	31,710	47,842	79,552	87,115	166,667
Storm Sewer	115,273	(14,590)	100,683	11,977	112,660
Municipal Parking Lots*	290,511	(135,818)	154,693	39,870	194,563

*Municipal Control and Grant Control funds consolidated into one Municipal Parking Lots fund effective 5-1-20

NOTE: Enterprise Funds projected and budgeted surplus/(deficit) shown based on cash basis budget; actual impact to Net Unrestricted Assets will be adjusted for accrual basis.

SOURCE: FY 22 draft budget document and FY 20 CAFR.

GENERAL FUND BALANCE ALLOCATION FY 2022



TOTAL: \$6,138,775

*Non-audited figures as approved in the Finance and Facilities Plan in the FY 2022 Budget
Identified needs in FY 22 - FY 24 are greater than available allocation amounts.
Actual spending will need to be further prioritized.

VILLAGE OF FLOSSMOOR
FRINGE BENEFIT ALLOCATIONS
FY 22 BUDGET

Description	Account Number	Total Budget FY 22	Legislative 41	Executive 42	Finance 43	Pl & Zon 45	Police 48	Fire 49	PSRR 50	Building 53	PW Adm 55	PW Str 60	PW Snow 61	PW Hort 62	PW Tree 63	PW Wlot 64	
Health Insurance	01-xx-2-590	1,121,000	-	78,470	168,150	-	470,820	112,100	67,260	-	22,420	201,780	-	-	-	-	1,121,000
Allocation %		100%	0%	7%	15%	0%	42%	10%	6%	0%	2%	18%	0%	0%	0%	0%	
Life Insurance	01-xx-2-591	3,790	-	265	417	76	1,516	379	227	38	152	720	-	-	-	-	3,790
Allocation %		100%	0%	7%	11%	2%	40%	10%	6%	1%	4%	19%	0%	0%	0%	0%	
EAP & Wellness	01-xx-2-592	26,000	-	1,300	2,860	520	9,880	2,860	1,820	520	1,040	5,200	-	-	-	-	26,000
Allocation %		100%	0%	5%	11%	2%	38%	11%	7%	2%	4%	20%	0%	0%	0%	0%	
Unemployment	01-xx-2-593	14,900	149	1,043	1,341	298	5,364	2,682	894	149	596	2,384	-	-	-	-	14,900
Allocation %		100%	1%	7%	9%	2%	36%	18%	6%	1%	4%	16%	0%	0%	0%	0%	
Vill HSA Contrib	01-xx-2-594	34,000	-	5,000	1,000	-	11,000	4,500	7,500	-	3,000	2,000	-	-	-	-	34,000
Allocation %		100%	0%	15%	3%	0%	32%	13%	22%	0%	9%	6%	0%	0%	0%	0%	
Vill FICA Contrib	01-xx-2-595	276,000	5,520	27,600	35,880	5,520	11,040	63,480	24,840	11,040	16,560	74,520	-	-	-	-	276,000
Allocation %		100%	2%	10%	13%	2%	4%	23%	9%	4%	6%	27%	0%	0%	0%	0%	
Vill Med Contrib	01-xx-2-596	97,000	970	6,790	7,760	970	37,830	14,550	5,820	2,910	3,880	15,520	-	-	-	-	97,000
Allocation %		100%	1%	7%	8%	1%	39%	15%	6%	3%	4%	16%	0%	0%	0%	0%	
Vill IMRF Contrib	01-xx-2-597	331,000	-	49,650	59,580	9,930	16,550	6,620	33,100	9,930	26,480	115,850	3,310	-	-	-	331,000
Allocation %		100%	0%	15%	18%	3%	5%	2%	10%	3%	8%	35%	1%	0%	0%	0%	
Vill Pol Pen Cont	01-xx-2-598	977,263	-	-	-	-	977,263	-	-	-	-	-	-	-	-	-	977,263
Allocation %		100%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
Vill Fire Pen Cont	01-xx-2-598	363,742	-	-	-	-	-	363,742	-	-	-	-	-	-	-	-	363,742
Allocation %		100%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	
Vill PEHP Cont	01-xx-2-599	41,000	-	-	-	-	41,000	-	-	-	-	-	-	-	-	-	41,000
Allocation %		100%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	

VILLAGE OF FLOSSMOOR
 IRMA PREMIUM ALLOCATIONS
 FY 22 BUDGET

<u>Description</u>	<u>Account Number</u>	<u>Total</u>	<u>Executive</u>	<u>Finance</u>	<u>PI & Zon</u>	<u>Police</u>	<u>Fire</u>	<u>PSRR</u>	<u>Building</u>	<u>PW Adm</u>	<u>PW Str</u>	
		<u>Budget</u>	<u>42</u>	<u>43</u>	<u>45</u>	<u>48</u>	<u>49</u>	<u>50</u>	<u>53</u>	<u>55</u>	<u>60</u>	
Work Comp	01-xx-4-640	81,000	1,620	1,620	1,620	57,510	1,620	1,620	1,620	1,620	12,150	81,000
<i>Allocation %</i>		<i>100%</i>	<i>2%</i>	<i>2%</i>	<i>2%</i>	<i>71%</i>	<i>2%</i>	<i>2%</i>	<i>2%</i>	<i>2%</i>	<i>15%</i>	
Liab Insurance	01-xx-4-641	81,000	3,240	1,620	1,620	2,430	5,670	1,620	1,620	1,620	61,560	81,000
<i>Allocation %</i>		<i>100%</i>	<i>4%</i>	<i>2%</i>	<i>2%</i>	<i>3%</i>	<i>7%</i>	<i>2%</i>	<i>2%</i>	<i>2%</i>	<i>76%</i>	
Total		162,000	4,860	3,240	3,240	59,939	7,291	3,240	3,240	3,240	73,710	162,000

VILLAGE OF FLOSSMOOR
FULL-TIME POSITION SALARY RANGES
MAY 1, 2021 (2.0%)

	<u>Position</u>	<u>Entry Level Salary</u>	<u>Maximum Salary (Goal)</u>	<u>Number</u>
	<u>Village Manager's Office</u>			
**	Village Manager	139,486	174,358	1
	Village Mgr Vehicle Allowance	9,000	9,000	
**	Assistant Village Manager	115,741	144,676	1
**	Communications Manager	58,939	73,675	1
	<u>Finance Department</u>			
**	Finance Director	115,741	144,676	1
**	Assistant Finance Director	101,966	127,458	1
	Accounting Clerk	52,789	65,985	2
	General Finance Clerk	45,760	57,200	1
	Cashier/Receptionist	45,760	57,200	1
	<u>Fire Department</u>			
**	Fire Chief	115,741	144,676	1
**	Assistant Fire Chief	101,966	127,458	1
	Shift Captain	80,287	100,359	3
	Department Secretary (Fire)	49,194	61,493	1
	<u>Inspectional Services Department</u>			
**	Building & Zoning Administrator	101,966	127,458	1
	Department Secretary	49,194	61,493	1
	<u>Police Department</u>			
**	Police Chief	115,741	144,676	1
**	Deputy Chief	101,966	127,458	1
**	Police Commander	98,319	122,899	1
	Sergeant	95,656	119,570	3
	Patrol Officer-Detective	59,147	94,948	2
	Patrol Officer-Shift Leader	59,147	94,948	3
	Patrol Officer-Acting Shift Leader	56,664	92,465	3
	Patrol Officer	55,983	91,784	7
	Community Service Officer	55,175	68,969	1
	<u>Public Safety Reception & Records</u>			
	Civilian Administrative Assistant	56,439	70,549	1
	Police Records Clerk	50,728	63,410	3
	<u>Public Works Department</u>			
**	Director of Public Works	115,741	144,676	1
**	Assistant Public Works Director	101,966	127,458	1
	Forestry Maintenance Technician	64,747	80,934	1
	Mechanic	73,373	91,716	1
	Foreman	68,536	85,670	2
	Utility Maintenance Technician	66,750	83,438	1
	Maintenance Worker	59,597	74,496	6
	Department Secretary	49,194	61,493	1
**	Exempt Position - not eligible for overtime			<u>57</u>

VILLAGE OF FLOSSMOOR

PART-TIME SALARIES

MAY 1, 2021

(2.0%)

<u>Position</u>	<u>Number</u>	<u>Eligible For ATB Increase</u>	<u>Pay Type</u>	<u>Wage Rate</u>	<u>Annual Hours</u>	<u>Budget FY 21-22</u>	<u>Dept. Totals</u>
<u>Executive</u>							
Temporary Assistant	1	Yes	Hourly	19.53	105	2,043	
Administrative Assistant	1	Yes	Hourly	27.33	1,508	41,206	
Program & Event Coordinator	1	Yes	Hourly	21.86	999	21,837	65,086
<u>Finance</u>							
Part-Time Assistant	1	Yes	Hourly	19.53	125	2,431	2,431
<u>Finance-Wat/Sew Adm</u>							
Meter Reader-Wat/Sw	1	Yes	sal nov-feb	447.45	9	4,027	
Bud: W=7551 S=2517			" mar-oct	355.35	17	6,041	10,068
<u>Police</u>							
Comm Serv Offr-A -3 yrs (imrf)	1	Yes	Hourly	22.72	1,180		
Comm Serv Offr-A -2 yrs (imrf)	0	Yes	Hourly	20.89			
Comm Serv Offr-A -1 yr (imrf)	0	Yes	Hourly	19.05			
Comm Serv Offr-B - 3 yrs	0	Yes	Hourly	22.72			
Comm Serv Offr-B - 2 yrs	1	Yes	Hourly	20.89			
Comm Serv Offr-B - 1 yr	0	Yes	Hourly	19.05	600	39,358	
Animal Warden	0	No	Hourly	11.00	0	0	
Crossing Guards	2	No	Daily	27.50	180		
Crossing Guards	2	No	Daily	25.00	180		
Crossing Guards	2	No	Daily	above rates	180	23,400	62,758
<u>Pub. Safety Records & Rec.</u>							
Records Clerk-A -> 5 yrs (imrf)	1	Yes	Hourly	29.47	1,000		
Records Clerk-A -3-5 yrs (imrf)	0	Yes	Hourly	26.51			
Records Clerk-A -< 3 yrs (imrf)	0	Yes	Hourly	23.56			
Records Clerk-A -training (imrf)	0	Yes	Hourly	17.68			
Records Clerk-B -> 5 yrs	5	Yes	Hourly	29.47			
Records Clerk-B -3-5 yrs	1	Yes	Hourly	26.51			
Records Clerk-B -up to 3 yrs	1	Yes	Hourly	23.56			
Records Clerk-B -in training	0	Yes	Hourly	17.68	2,500	100,910	100,910
<u>Fire</u>							
Summer Help	2	No	Hourly	11.00	810	8,918	
Duty Shift-Plan I Commander	10	Yes	Hourly	25.66			
Duty Shift-Plan II	31	Yes	Hourly	22.45			
Duty Shift-Plan III	4	Yes	Hourly	17.21			
Duty Shift-Plan IV	2	Yes	Hourly	14.75			
Duty Shift-Plan V	5	Yes	Hourly	12.32	6,264		
Duty Shift-Plan VI	1	Yes	Hourly	11.22			
Duty Shift-Sat & Sun	42	Yes	Hourly	12.22-23.45	2,496		
Duty Shift-Commdr Sat & Sun	6	Yes	Hourly	26.66		337,724	
Mechanic	0	Yes	Hourly	37.67		0	
Mechanic Helper	1	Yes	Hourly	35.36	85	3,000	
Temporary Assistant	1	Yes	Hourly	19.53	196	3,843	

<u>Position</u>	<u>Number</u>	<u>Eligible For ATB Increase</u>	<u>Pay Type</u>	<u>Wage Rate</u>	<u>Annual Hours</u>	<u>Budget FY 21-22</u>	<u>Dept. Totals</u>
<u>Fire-Continued</u>							
Paramedic- 0-3 yrs (85%)	6	No	Monthly	180.35			
Paramedic- 4-8 yrs	5	No	Monthly	212.17			
Paramedic- > 8 yrs	11	No	Monthly	245.91	12	55,800	
EMT- 0-3 years (85%)	10	No	Monthly	90.17			
EMT- 4-8 years	4	No	Monthly	106.08			
EMT- > 8 years	6	No	Monthly	122.95	8		
Photography Coord.	1	Yes	Annual	3,374	1	3,374	
Fire & Paramedic Calls	all	No	Per call/point				
-Lieutenant				18.00			
-Engineer				15.00			
-Firefighter EMT-Paramedic				12.00			
-Firefighter EMT-Basic				11.00			
-Firefighter		(per call-not hourly)		10.00			
-Probationary Firefighter		(per call-not hourly)		9.25	4,930	58,000	470,659
<u>Inspectional Services</u>							
Temporary Assistant	1	Yes	Hourly	19.53	194	3,791	
Structural Code Administrator	1	No	Review-hrly	60.00			
			Consult-hrly	25.00	300	7,000	
Electrical Code Administrator	1	No	Per review	35.00			
			Per inspec	35.00	300	10,500	
Plumbing Code Administrator	2	No	Per review	35.00			
			Per inspec	35.00	200	7,000	
Building Inspector	1	Yes	Review-hrly	20.24	464	9,364	
		No	Per inspec	35.00			
		Yes	Admin asst	20.24			
Property Maint Inspectors	2	Yes	Hourly	20.24	1,994	40,353	
Back-up Inspectors & Administrators	1		(At above part- time rates)				
							78,008
<u>Public Works</u>							
Temporary Assistant	1	Yes	Hourly	19.53	335	6,515	
Temporary Mechanic	2	No	Hourly	11.00-13.50	1,998	27,667	
Horticult. Workers-Seasonal	2	Yes	Hourly	13.29-19.02	1,250	23,763	
Laborer (6 month)	1	No	Hourly	11.00-15.00	999	15,333	
Laborer (3 month)	2	No	Hourly	11.00-12.00	870	10,730	
							84,008
<u>Public Works-Weedy Lot</u>							
None							

<u>Position</u>	<u>Number</u>	<u>Eligible For ATB Increase</u>	<u>Pay Type</u>	<u>Wage Rate</u>	<u>Annual Hours</u>	<u>Budget FY 21-22</u>	<u>Dept. Totals</u>
<u>Public Works-Water Dist</u>							
Laborer (6 month)	1	No	Hourly	11.00-15.00	999	15,167	
Laborer (6 month)	1^	No	Hourly	11.00-15.00	999	5,267	
Laborer (3 month)	1	No	Hourly	11.00-12.00	435	5,365	
							25,799
<u>Public Works-Sewer Coll</u>							
Laborer (6 month)	1^	No	Hourly	11.00-15.00	999	5,117	
							5,117
<u>Public Works-San Sew</u>							
Laborer (6 month)	1^	No	Hourly	11.00-15.00	999	4,950	
							4,950
<u>Municipal Parking-Comm Acc</u>							
Part-time Comm Access	1	No	Hourly	11.00-15.00	999	15,000	
							15,000

^Position paid from more than one department

4/19/21 - FINAL