The City of Des Plaines

2009 Annual Budget

For the Fiscal Year

January 1, 2009 – December 31, 2009

City of Des Plaines, Illinois
1420 Miner Street
Des Plaines, Illinois 60016

www.desplaines.org

The mission of the City of Des Plaines is to continually enhance the quality of life enjoyed by the residents and businesses of the community through the development and delivery of reliable and efficient services.

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Legislative

Anthony W. Arredia, Mayor

Donna McAllister, City Clerk

City Council

Rosemary Argus – Eighth Ward

Patricia Beauvais – First Ward

Mark Walsten – Sixth Ward

Carla Brookman – Fifth Ward

Martin Moylan – Second Ward

Laura Murphy – Third Ward

Jean Higgason – Fourth Ward

Don Smith – Seventh Ward

Administration

Jason Bajor, City Manager

Assistant City Manager.....Jason Slowinski

City Attorney .....David R. Wiltse

Director of Finance ..... Dorothy Wisniewski

Chief of Police ..... Jim Prandini

Fire Chief .....Randy Jaeger

Director of Engineering ..... Timothy Oakley

Director of Community & Economic Development.....Michael Conlan

Director of Public Works (Acting) .....John Laux

Director of Emergency Communications ..... Sherrill Ornberg

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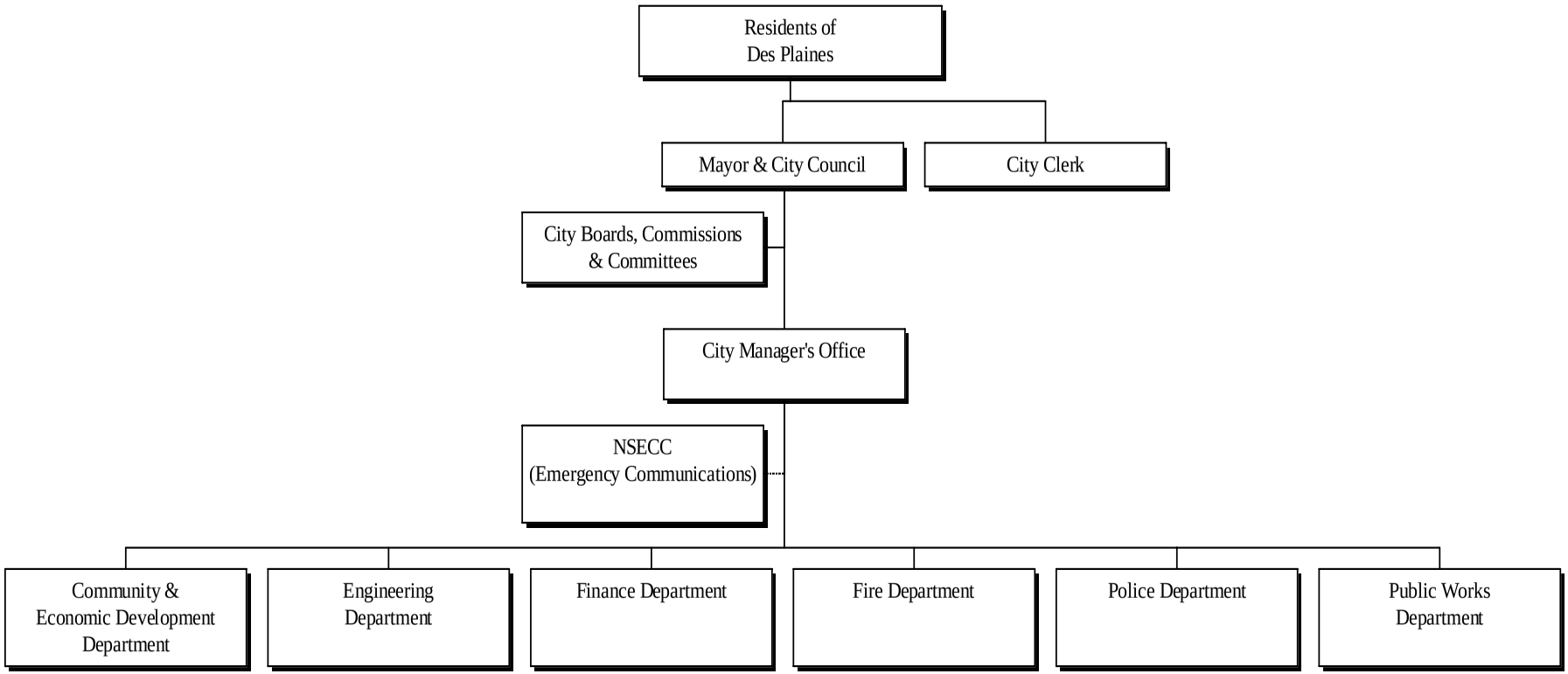

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City of Des Plaines
City Manager's Office
1420 Miner Street
Des Plaines, IL 60016
Tel: 847-391-5488
Fax: 847-391-5378

MEMORANDUM

Date: April 1, 2009

To: Mayor and Aldermen of the City Council

From: Jason P. Bajor, City Manager

Subject: FY 2009 Budget Message

Introduction: I am pleased to present the 2009 Annual Budget covering the City's fiscal year period from January 1, 2009, through December 31, 2009, as adopted by the City Council on December 15, 2008.

The budget process is arguably the most important annual consideration made by the City Council, as it determines the level of service, the size of programs, and the scope of capital projects for the community. The Annual Budget provides the spending authority for all City departments for the given fiscal year and, therefore, becomes the basis for virtually every City activity during the upcoming fiscal year. Moreover, the budget process provides a gauge for measuring the success of City services and programs and/or the methods employed for their delivery.

As a culmination of the budget process, the budget document is a concrete record of the City Council's objectives and provides the means by which these stated objectives will be accomplished. Therefore, during the course of the fiscal year the budget document becomes the City Council's primary statement of its public policy and an essential management tool for City staff.

New to the 2009 Budget Document are financial policies that establish a foundation for making sound financial decisions and that are based on best practices in the municipal finance sector. In addition, an expanded summary section can be found that includes additional graphs and summary data in a more understandable format in order to aid the reader in interpreting the budget in a succinct manner. These items are being presented in the budget document for the first time in an effort to achieve the Government Finance Officers' Association's (GFOA) *Distinguished Budget Presentation Award.*

BUDGET PROCESS

Staff Budget Process: The City's budget has been prepared using a "target level" approach that requires each department to determine increases to contractual services, commodities, and capital expenditures within an established dollar limit. This approach is designed to eliminate unnecessary

and duplicate costs in the budget, provide elected officials with a variety of program and service options, and aid in evaluating the benefits of funding certain service requests.

The target level for each department is determined by reviewing the previous year's budget, eliminating all one-time expenditures, and then applying a percentage increase to the remaining expenditures as necessary to provide for current operations. The percentage used in determining the target level for the 2009 Budget was 0%. Expenditures relating to salaries, benefits, risk management concerns (i.e. worker's compensation, property/liability, and unemployment), and significant service contracts (e.g. garbage, recycling and yard waste contract) are not included in this target-level approach, but rather, are adjusted according to contractual obligations or financial trend.

Operating departments that desire to include a product or service that cannot be allocated within their target level are required to propose the item via a specific "budget request." After each department completes their initial budgets according to the provisions described above, the City Manager and Finance Director meet with each department to review all proposed expenditures. Expenditures and additional budget requests are scrutinized based upon need, financial trend, or other opportunities to reduce expenditures and save costs while still maintaining or expanding upon City services. In conjunction with the review of current and proposed expenditures, the City Manager and Finance Director also review current and projected revenues, in addition to projected fund balances. The result of this process culminates with the City Manager presenting the proposed budget to the City Council in a "balanced" package, i.e. the recommended revenues meet or exceed the recommended expenditures.

City Council Budget Review & Approval Process: The City Council uses the proposed budget as a starting point to begin several months of deliberation and citizen input before they vote on a final budget. The City Council begins its review of the proposed budget in mid-October by meeting in Committee of the Whole and discussing individual funds within the budget. Several meetings are held to cover all funds of the budget. The process culminates in a final review and approval of the proposed budget. Staff prepares a final proposed budget incorporating all of the City Council's specific recommendations and a formal adoption of the budget occurs in December.

The steps described above may seem quite simple, but in reality the budget development process is extremely complex. Considerable time, energy, and thought are expended even before the City Council begins their thorough deliberations. The preparation process and the City Council's review set the tone for the upcoming year's activities, the community's expectations, and the ultimate implementation of City services and programs. Within the pages of this budget document, a complete budget calendar can be found that describes in detail all of the meetings that are held throughout the process that ultimately led to the development of the approved budget.

BUDGET CHALLENGES

No budget is developed in a vacuum; rather, the annual spending plan must respond to changing priorities, external environmental conditions, and important fiscal and economic indicators. The 2009 Annual Budget was developed with the following budget challenges in mind:

Local and National Economic Outlook: During the 3rd and 4th quarters of 2008, the City of Des Plaines, like other cities across the country, experienced a significant and unprecedented rapid decline in the local and national economy. A widespread collapse of the banking and financing sectors caused development to come to a rapid halt, businesses to close doors, and homeowners to lose homes to foreclosure in unprecedented numbers. As a sign of the times, the Dow Jones Industrial Average entered September near record levels of 11,516 but fell to 8,776 by the close of the year.

With the fluidity and uncertainty of the economic downturn looming in the background, the process of developing the 2009 Budget occurred during these critical months. Staff and the City Council were responsive to this challenge and, through subsequent revisions and modifications, established a budget that reduced operational expenditures by $1.184 million without eliminating any significant service or program.

Flood 2008: The City experienced record rainfall on September 13, 2008, causing significant flooding of the Des Plaines River and severe damage to adjacent residential neighborhoods. The Governor of the State of Illinois declared Cook County a State Disaster Area. The City's response to the flood event and associated debris cleanup lasted several weeks and resulted in an estimated $1.24 million worth of unanticipated emergency expenditures.

While some of the expenses the City occurred are reimbursed through disaster relief funds from the Federal Emergency Management Agency (FEMA), the cost of this unbudgeted emergency puts significant pressure on the adequacy of the City's reserve funds. As a result, the 2009 Budget not only establishes a fund balance policy, but also improves the City's overall fund balance position as compared to previous years. It is hopeful that over the course of the next several budget cycles, the City can achieve an appropriate fund balance level that will assist in absorbing costs related to unplanned emergency expenditures.

Personnel Expense: The City's primary resource is its employees who make possible the high level of service provided to the City's residents. It is those individuals who are called upon during unforeseen emergencies, such as the 2008 Flood Event. In the 2009 Budget, seventy-five percent of expenditures from the General Fund are personnel related.

The City is mandated by the State of Illinois to provide its employees with retirement pension benefits. State-mandated benefit enhancements and additional pensioners have caused pension expenditures to increase. To complicate matters, the stagnant economy has resulted in lower interest earnings for the various pension funds and, as a result, the required City contribution to these pension funds continues to increase.

As shown below, the City's expense to comply with pension-related state mandates has increased 144% since 2001.

Pension Expense	IMRF	Fire Pension	Police Pension	Total
2001 Actual	772,581	872,484	932,561	2,577,626
2002 Actual	561,675	963,255	1,234,495	2,759,425
2003 Actual	553,456	1,295,714	1,510,086	3,359,256
2004 Actual	888,446	1,797,264	1,918,428	4,604,138
2005 Actual	1,275,075	1,644,652	1,948,512	4,868,239
2006 Actual	1,448,345	1,658,383	2,054,097	5,160,825
2007 Actual	1,578,986	1,765,453	2,210,169	7,706,360
2008 Estimated	1,512,443	1,875,000	2,450,000	7,878,106
2009 Proposed	1,552,319	2,125,000	2,612,000	6,289,319
Eight Year Growth	**74.7%**	**143.6%**	**180.1%**	**144.0%**

The City is mandated to fully fund the Police and Fire pension liabilities by the year 2033. As of December 31, 2008, the Fire Pension and Police Pension funds are funded at 72.9% and 60.5% respectively.

Cost of Commodities: In 2008, the City experienced a significant increase in the cost of commodities, such as road salt and vehicle fuel, used to provide basic services to the general public. For example, the cost of road salt increased 253% for the 2009 Budget, from $38 per ton to $134 per ton. An increase in fuel prices have driven up the cost of materials used in the City's street resurfacing program. As a result, there has been a significant increase in the cost to provide the same service in 2009 that was provided in previous years.

To minimize the impact to the City's budget that the cost of commodities can have, the City is taking aggressive steps to research and implement new methods of providing the same or similar services to the public. Likewise, the City is reviewing the manner in which those services are delivered in order to achieve greater efficiencies. For example, the 2009 Budget includes an investment in new equipment that will change how patching of City streets is conducted. The new equipment will allow the City to patch streets with a more durable, permanent patch that requires fewer personnel to install. The City will also invest in new equipment that will convert traditional road salt to an effective liquid solution. Applied prior to a snowfall, this solution will reduce the amount of road salt required to effectively do the job, thus saving the City money.

BUDGET RECAP

The adopted 2009 Annual Budget achieves the following objectives:

1. A balanced operating budget (i.e. General Fund revenues are $59.5 million, while General Fund expenses are a $56.0 million—a $3.5 million surplus position). However, the total budget is unbalanced (i.e. Expenditures exceed revenues by $494,000). This imbalance in the total budget is due primarily to the ongoing obligations within TIF #3 and TIF #6 that are currently supported by the General Fund.
2. The continuation of all existing City services.

3. The replacement of essential equipment and vehicles required for the delivery of existing City services.
4. The continuation of scheduled City infrastructure construction projects within the Capital Improvement Program (CIP).
5. The continuation of the Police Station construction project with non-property tax levy supported/non-General Fund impacting dollars (i.e. TIF #1).

Fund Balances: While the 2009 Budget has made strides in improving the City's overall fund balance position, it still does not provide for sufficient levels of financial reserves in several fund balances, the most critical being the General Fund balance. With a projected unreserved fund balance of 9.3%, the General Fund Balance is 15.7% below the 25% recommended funding level. In terms of operations, the current General Fund Balance would cover only one month of operating expenditures, while the recommended funding level seeks at least three months of operating expenditures. As the General Fund is the major operating fund of the City, an insufficient fund balance limits the City's ability to respond to unplanned shortfalls in revenue (i.e. property tax, sales tax, or other fee decreases or delays) or increases in expenditures (floods, snow storms, major equipment failures, etc.). Faced with one or several of these very real financial possibilities could result in City services being disrupted and/or suspended for an indefinite period of time.

Revenues: The 2009 Budget contains total revenues of $120.3 million across all funds. General Fund revenues are estimated at $59.4 million, an increase of $3.0 million or 5.3% over 2008 budgeted revenues. The General Fund is the principle operating fund of the City and includes operation such as Police, Fire, Public Works, Engineering, and Community & Economic Development.

The proposed budget originally presented to the City Council projected a property tax levy increase of 6.32%. In response to the changing economic climate, the City Council requested that staff develop a budget that aimed to meet basic operational needs and limit the need for increases to the property tax levy. City staff established a plan that significantly reduced expenditures and included the following revenue increases:

- A 1% increase to the Property Tax. The additional revenue generated by this property tax increase totals $208,983 and is allocated entirely toward the Police and Fire Pension Funds. This 1% increase represents an additional $2.15 per month for a $250,000 residential property, or $4.29 per month for a $500,000 residential property.
- A mandatory 15% increase to the City of Chicago Water Rate. As a purchaser of water from the City of Chicago, the City of Des Plaines is obligated to implement this "pass through" rate increase. This 15% increase represents an additional $1.87 per month for a household of four.

Despite the fact that the City's municipal portion of a resident's overall property tax bill is just 13.2%, property tax proceeds continue to be the primary revenue source for the City and represent 25% of General Fund revenues. The General Fund is the largest of the City's funds and supports

such essential services like fire and police protection, snow removal, refuse collection, and tree planting and trimming programs.

Expenditures: The 2009 Budget contains $120.8 million in total expenditures across all funds. General Fund expenditures are $56.0 million, an increase of approximately $700,000 or 1.3% over 2008 budgeted expenditures. Significant expenditures that have been approved in the 2009 Budget include:

- A mass community notification system that can be used in emergency or non-emergency situations to provide immediate and vital communication to residents;
- Funding for the Police Department's Gang Activity Summer Suppression (GASS) program in an effort to combat gang-related activity in Des Plaines;
- New equipment for converting rock salt to liquid sodium chloride, thereby reducing overall costs for the purchase of traditional rock salt;
- New equipment for pothole patching and crack sealing of City streets;
- Funding for the initial architectural design for a new Police Station;
- Installation of a traffic signal at Lee Street/Perry Street intersection;
- Improved welcome and wayfinding signage in the downtown area;
- Water tank maintenance and water system improvements; and
- Approximately $9.3 million in capital projects expenditures, including sewer/drainage system improvements, street resurfacing & rehabilitation, soundwall construction, and lighting improvements.

ACCOMPLISHMENTS

The City was successful at accomplishing many of the goals and objectives set forth in the FY 2008 Budget. A summary of accomplishments by operational area can be found within the organizational summary section of the respective departmental budget.

Among the major accomplishments were:

- Successfully developed financial policies with respect to purchasing, operating budget revenues and expenditures, fund balance and capital projects.
- Performed a feasibility study to support an Elmhurst Road or Mount Prospect Road/ Northwest Tollway Interchange.
- Secured approximately $2.3 million in grant revenue for the 2008 fiscal year.
- Began implementing the Downtown Parking and Traffic Study plan recommendations.
- Analyzed and improved the accuracy of Tax Increment Financing District (TIF) Projections that impact the City's ability to budget and plan large-scale improvement projects.

- Successfully led and coordinated City's assistance to residents and businesses during the flood event of September 2008.
- Named the host city for a new casino development by the Illinois Gaming Board through the issuance of the 10th Gaming License in Illinois.

Conclusion: As previously stated, the budget process is one of, if not the most important, annual decision made by the City Council. The budget determines the level of service, the size of programs, and the scope of capital projects for the community. This process becomes the basis for virtually every City activity during the upcoming fiscal year.

This was a complex and challenging budget and it required the assistance of many City staff members. I am especially proud of the work that was done this year by our Department Directors in scrutinizing their operational costs and reducing expenditures while still providing for the quality services our residents have come to expect.

The City staff, in turn, thanks the City Council for their continued support and leadership throughout this budget process.

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COMMUNITY PROFILE

The City of Des Plaines is located approximately 17 miles northwest of downtown Chicago near O'Hare International Airport. It is a vibrant, diverse collection of residential, commercial, and industrial land uses, encompassing roughly 15 square miles of land area. Des Plaines' neighboring communities include Park Ridge, Glenview, Mount Prospect, Rosemont, and Chicago.

Residents and visitors can interact with city government and take a video tour of the City by visiting the City of Des Plaines official website at **http://www.desplaines.org.**

CITY GOVERNMENT

The City of Des Plaines was incorporated in 1857 and operates under the statutory City Manager form of government. The City Manager serves as the City's Chief Administrative Officer and is responsible to the Mayor and City Council for the efficient management and operation of all of the affairs of the City and its departments.

The City Council is comprised of the Mayor and eight Aldermen. The City is divided into eight wards, with the residents of each ward electing an Alderman to represent the ward. The Council is the legislative body of the City, setting policy direction and enacting legislation affecting the City.

The City is a full-service City and its operations are concentrated within eight major operating departments—City Manager's Office, Community & Economic Development, Engineering, Finance, Fire, Police, and Public Works.

On an annual basis, the City Manager's Office prepares and submits a budget for consideration by the City Council. The annual budget establishes the spending parameters for city government operations.

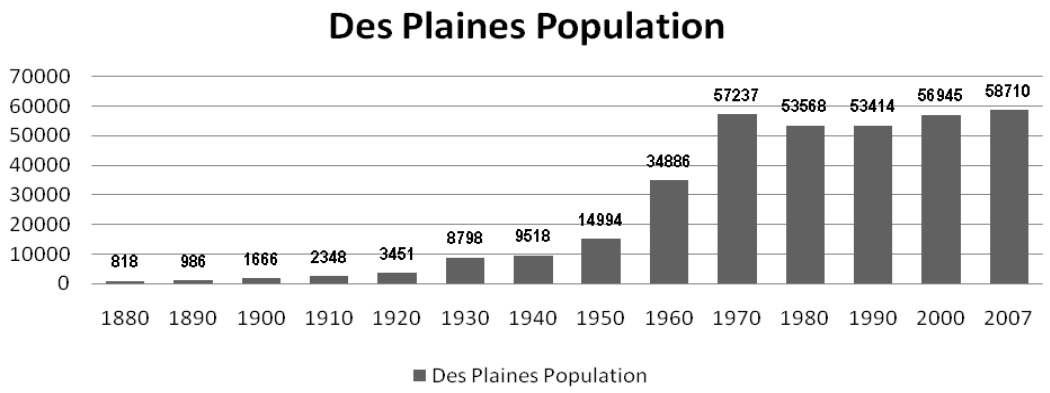
POPULATION

Des Plaines is home to an estimated 58,710 people (2007 Estimate, U.S. Census Bureau). The City has grown dramatically from its inception in 1857, characterized by a rapid growth period from 1950 to 1970. During the last forty years, Des Plaines' population has remained relatively constant, increasing slightly during this period.

Below is an historical depiction of the overall population of the City.

Population Characteristics

Under 5	5.9%
18 and over	77.7%
65 and over	17.2%
Male	48.4%
Female	51.6%
Avg. Household Size	2.58
Avg. Family Size	3.21
Total Housing Units	23,228

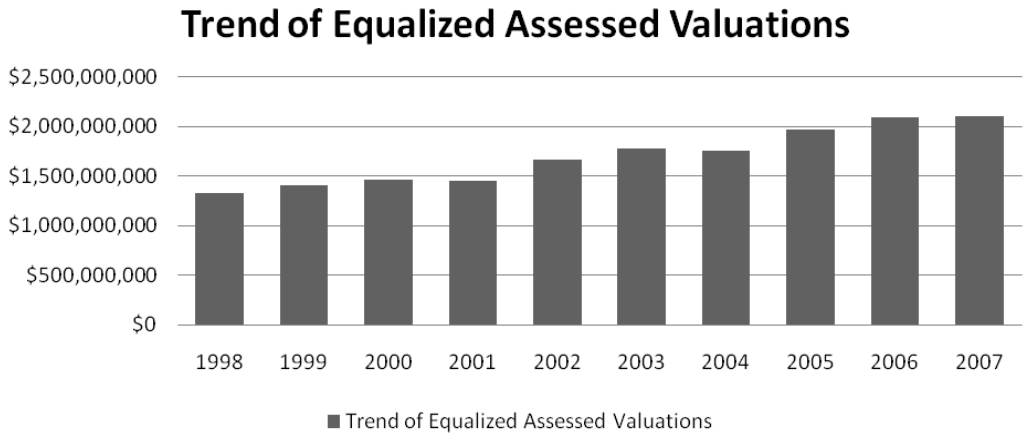


LAND USE AND VALUE

The principal uses of land in the City breakdown as follows:

Residential	42.4%	3,897 acres
Manufacturing	16.0%	1,473 acres
Commercial/ Retail	7.6%	694 acres
Education & Recreation	15.7%	1,447 acres
Streets, Alleys & Railroads	13.5%	1,237 acres
Vacant	4.8%	446 acres

In 2007, the value of property in Des Plaines had an estimated actual value of over $6.3 billion and an equalized assessed value (EAV) of over $2.1 billion. The chart below indicates the historic growth in the equalized assessed value of property in the City over the ten year period of 1998-2007:



2009 Budget
BUDGET CALENDAR

August 26	Staff budget preparation workshop with Department Heads. Budget Team transmits budget memo with preliminary targets.
September 5	Pentamation training.
Sept 12	Departments submit budget request to Budget Team.
September 15-19	Initial review of budget requests by Budget Team.
September 19	Departments submit major goals and accomplishments.
September 22-26	Budget Team review with departments and conduct follow-up as needed. Meeting schedule to be provided.
September 29-October 3	Follow-up meetings with Departments (if necessary).
October 10	Submit draft 2009 Budget document to City Council for review.
October 15	**City Council Budget Review meeting**—General Fund: Legislative, City Clerk, City Manager, Engineering, GIS, CED (CDBG), Finance, Police, Fire, BFPC, Public Works, and General Fund Overhead.
October 16	**City Council Budget Review meeting**—Non-general Fund: TIFs, MFT, Emergency Communications, Debt Service, Capital Projects, Bldg Replacement, Equipment Replacement, Computer Replacement, Parking, Water/Sewer, Risk Management, Health Benefits, and Library.
October 22	**City Council Budget Review meeting**—Library & additional review (as required).
October 27	**City Council Budget Review meeting**—Final Review and Approval.
November 3	Tax Levy resolution submitted to City Council (required by State law, not less than 20 days prior to the adoption of the tax levy).
November 3-10	Publication of Property Tax Levy Public Hearing Notice (required to be between 7 and 14 days prior to hearing).
November 17	Public Hearing on Tax Levy 1st reading Tax Levy Ordinance
December 1	2nd Reading and Approval of Tax Levy Ordinance (Must be filed with County Clerk by 12/30/08)
First Qtr 2009	Annual Appropriation Ordinance filed. Public notice required, not less than 10 days prior to Public Hearing.

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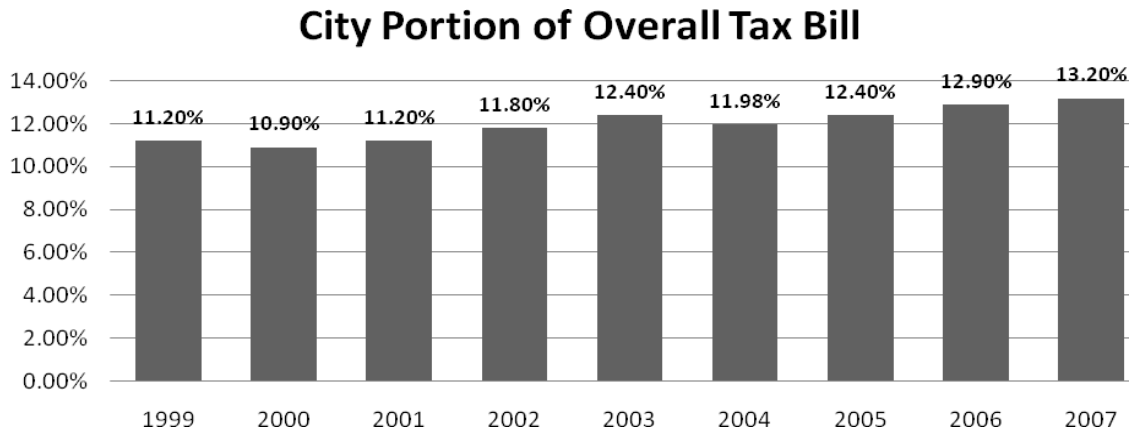
2009 Budget

PROPERTY TAX SUMMARY

A property owner's tax bill includes taxes that are paid to numerous taxing jurisdictions that support various public functions. The tax bill presented in detail below, which is representative of an average bill for a property owner in Maine Township, includes taxes that support sixteen different jurisdictions.[1]

Taxing Jurisdiction	Tax Amt	Tax Rate	Percent of Tax Bill
NW Mosquito Abatement	$5.52	0.008	0.1%
Water Reclamation District	$181.42	0.263	4.1%
Des Plaines Park District	$215.22	0.312	4.9%
Oakton College District	$97.26	0.141	2.2%
High School District 207	$1,105.09	1.602	25.0%
School District 62	$1,621.08	2.35	36.6%
Des Plaines Library	$183.49	0.266	4.1%
City of Des Plaines	**$586.35**	**0.85**	**13.2%**
Road & Bridge Maine	$23.45	0.034	0.5%
Maine General Assistance	$10.35	0.015	0.2%
Town of Maine	$44.84	0.065	1.0%
Forest Preserve District	$36.56	0.053	0.8%
Consolidated Elections	$8.28	0.012	0.2%
County of Cook	$128.31	0.186	2.9%
Cook County Public Safety	$115.20	0.167	2.6%
Cook County Health	$64.15	0.093	1.4%
Total	**$4,426.57**	**6.42**	**100.0%**



[1] Based on a 2007 Tax Bill (payable in 2008) for a Maine Township property owner.

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2009 Budget
2008 PROPERTY TAX LEVY

Purpose	2006 Tax Extension	2007 Tax Extension	2008 Tax Levy	Dollar Change From 2007	Percent Change From 2007
Corporate	$14,046,349	$15,171,900	$15,171,900	$0	0.00%
Police Pension	$2,318,002	$2,523,500	$2,612,000	$88,500	3.51%
Firefighter Pension	$1,825,751	$1,931,250	$2,125,000	$193,750	10.03%
2001 Bond (risk)	$103,851	$101,218	$97,913	($3,305)	-3.27%
2001 B Bond (fire station land)	$119,388	$0	$0	$0	0.00%
2002 A Bond (refund 93)	$591,729	$574,101	$949,676	$375,575	65.42%
2003 A Bond (fire station land-arch fees)	$109,169	$107,358	$100,370	($6,988)	-6.51%
2003 B (93 refunding)	$461,370	$425,014	$0	($425,014)	-100.00%
2007A (2000 & 2001 Refunding) Risk Mgt.	$0	$3,990	$3,800	($190)	-4.76%
2007B (2001B Refunding) Fire Sta. Land	$0	$119,385	$106,040	($13,345)	-11.18%
Total Debt Service	$1,385,507	$1,331,066	$1,257,799	($73,267)	-5.50%
Total City:	$ 19,575,609	$ 20,957,716	$ 21,166,699	$ 208,983	0.9972%
Library:	$ 6,194,351	$ 6,557,977	$ 6,623,557	$ 65,580	1.00%
Total:	$ 25,769,960	$ 27,515,693	$ 27,790,256	$ 274,563	0.9978%

(Collections to occur in the 2009 Budget)

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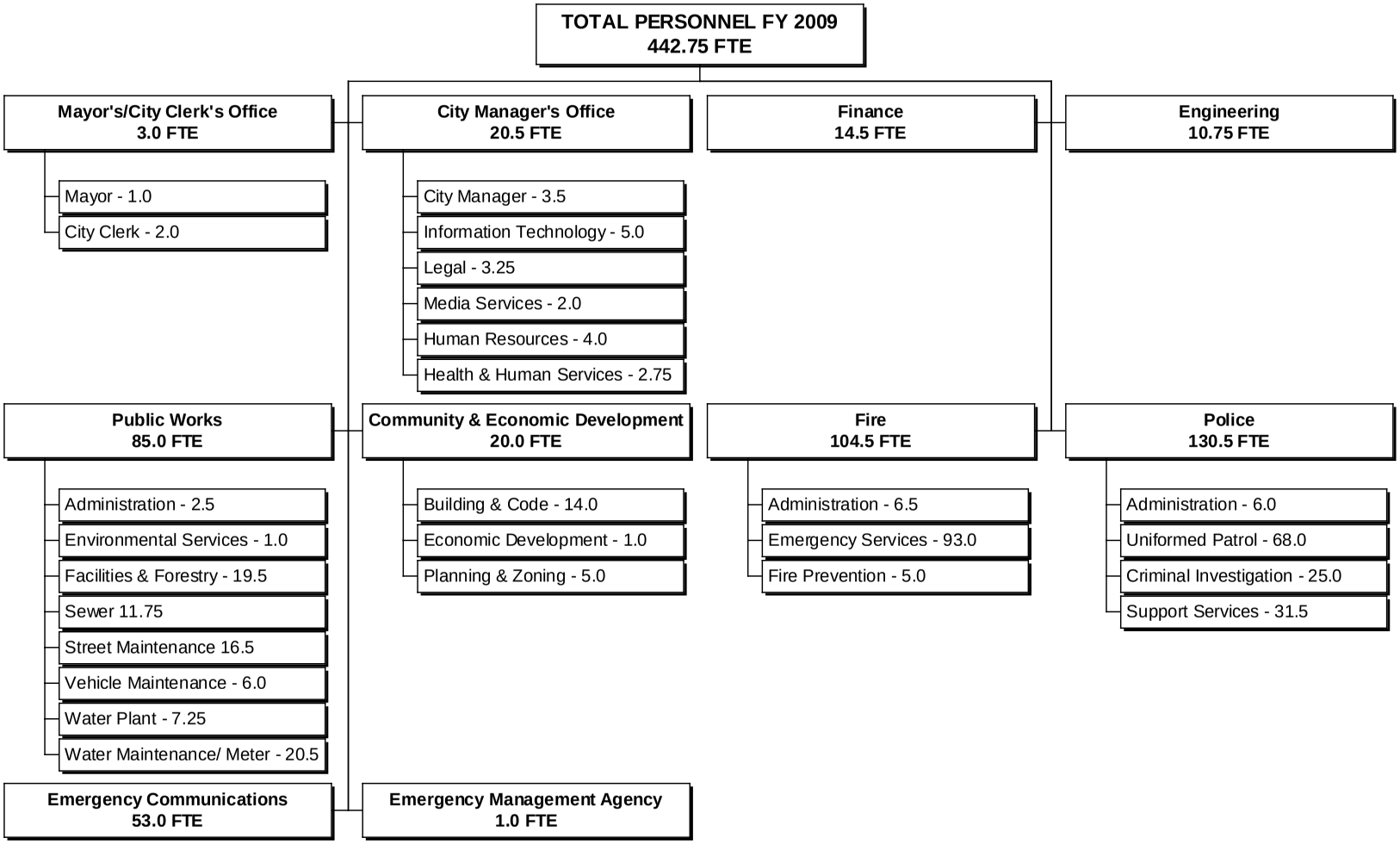
Operational Organizational Chart



* FTE = Full-Time Equivalent Employees

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2009 Budget

PERSONNEL SUMMARY

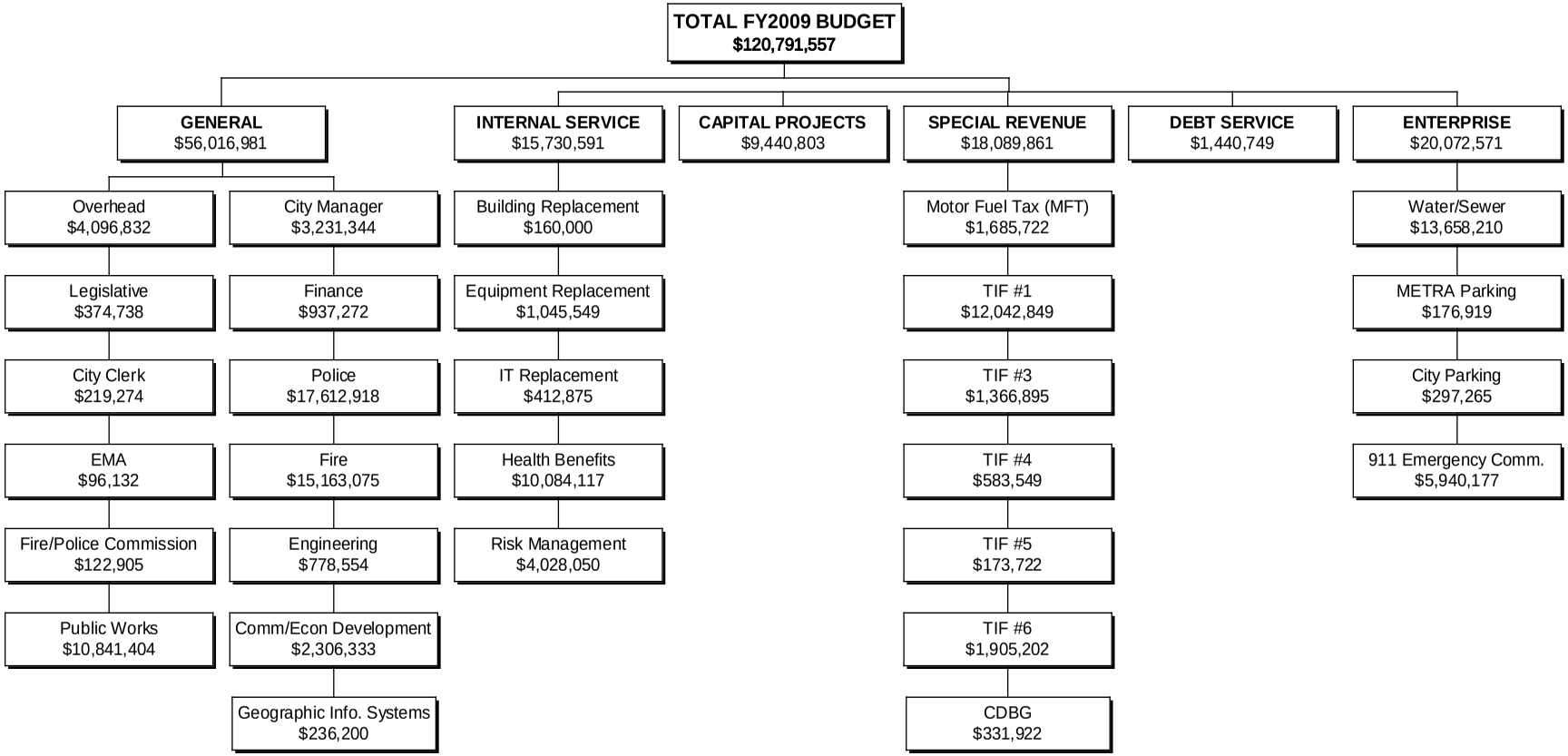
Department		FY2005 Actual	FY2006 Actual	FY2007 Actual	FY2008 Budget	FY2009 Proposed
City Manager's Office						
City Manager's Office	Full Time	2.00	2.00	2.00	3.00	3.00
	Part Time	1.00	0.50	1.00	1.00	0.50
Health & Human Services	Full Time	2.00	2.00	2.00	2.00	2.00
	Part Time	0.50	0.50	0.75	0.75	0.75
Human Resources	Full Time	3.00	3.00	4.00	4.00	4.00
Information Technology	Full Time	4.00	4.00	4.00	5.00	5.00
Media Services	Full Time	1.00	1.00	0.00	1.00	2.00
Legal	Full Time	3.00	3.00	3.00	3.00	3.00
	Part Time	0.00	0.00	0.25	0.25	0.25
CITY MANAGER'S OFFICE - TOTAL	Full Time	15.00	15.00	15.00	18.00	19.00
	Part Time	1.50	1.00	2.00	2.00	1.50
City Clerk's Office	Full Time	4.00	3.00	2.00	2.00	1.00
	Part Time	1.00	1.00	1.00	1.00	1.00
Community & Economic Development						
Building/Code	Full Time	13.50	13.50	14.00	15.00	14.00
Economic Development	Full Time	2.00	2.00	1.75	2.00	1.00
Planning/ Zoning	Full Time	3.00	3.00	3.00	5.00	5.00
CED - TOTAL	Full Time	18.50	18.50	18.75	22.00	20.00
EMA	Part Time	1.00	1.00	1.00	1.00	1.00
Emergency Communications	Full Time	42.00	42.00	43.00	43.00	43.00
	Part Time	11.40	11.40	13.00	13.00	10.00
Engineering	Full Time	12.00	12.00	12.00	12.00	10.00
	Part Time	1.00	1.00	1.50	1.50	0.75
Finance	Full Time	14.00	14.00	15.00	13.25	13.00
	Part Time	3.25	2.25	0.75	1.25	1.50
Fire						
Administration	Full Time	5.50	5.50	6.50	6.50	6.50
Emergency Services	Full Time	84.00	84.00	93.00	93.00	93.00
Fire Prevention	Full Time	4.00	4.00	4.00	5.00	5.00
FIRE - TOTAL	Full Time	93.50	93.50	103.50	104.50	104.50
Legislative	Full Time	1.00	1.00	1.00	1.00	1.00

2009 Budget

PERSONNEL SUMMARY

Department		FY2005 Actual	FY2006 Actual	FY2007 Actual	FY2008 Budget	FY2009 Proposed
Police						
Administration	Full Time	7.00	7.00	8.00	8.00	6.00
Uniformed Patrol	Full Time	70.00	69.00	69.00	68.00	68.00
Criminal Investigation	Full Time	24.00	24.00	24.00	24.00	25.00
Support Services	Full Time	28.75	30.75	30.50	30.50	31.50
	Part Time	0.00	0.00	0.75	0.75	0.00
POLICE - TOTAL	Full Time	129.75	130.75	131.50	130.50	130.50
	Part Time	0.00	0.00	0.75	0.75	0.00
Public Works						
Administration	Full Time	2.50	2.50	2.50	2.50	2.50
Building /Grounds	Full Time	4.00	4.00	5.50	5.50	0.00
Environmental Services	Full Time	1.00	1.00	1.00	1.00	1.00
Facilities/Forestry	Full Time	18.00	18.00	18.00	18.00	18.00
	Part Time	1.50	1.50	1.50	1.50	1.50
Sewer	Full Time	11.00	11.00	11.00	11.00	11.00
	Part Time	0.50	0.50	0.75	0.75	0.75
Street Maintenance	Full Time	15.00	15.00	15.00	15.00	15.00
	Part Time	1.50	1.50	1.50	1.50	1.50
Vehicle Maintenance	Full Time	6.00	6.00	6.00	6.00	6.00
Water Plant	Full Time	7.00	7.00	7.00	7.00	7.00
	Part Time	0.00	0.00	0.25	0.25	0.25
Water Maintenance/ Meter	Full Time	19.50	19.50	19.50	19.50	19.50
	Part Time	0.50	0.50	1.00	1.00	1.00
PUBLIC WORKS - TOTAL	Full Time	84.00	84.00	85.50	85.50	80.00
	Part Time	4.00	4.00	5.00	5.00	5.00
Total :	**Full Time**	**413.75**	**413.75**	**427.25**	**431.75**	**422.00**
	Part time	**23.15**	**21.65**	**25.00**	**25.50**	**20.75**
Total Employees:		**436.90**	**435.40**	**452.25**	**457.25**	**442.75**
Change from Previous Yr:			**1.50**	**16.85**	**5.00**	**-14.50**

Financial Organizational Chart



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2009 Budget
BUDGET SUMMARY

Fund	Fund Name		1/1/2009 Estimated Fund Balance (Deficit)	2009 Budgeted Revenues	2009 Budgeted Expenditures	12/31/2009 Projected Ending Fund Balance (Deficit)
100	General Fund		$8,583,675	$59,542,065	$56,016,981	$12,108,759
	Reserved		8,239,628			6,884,807
	Unreserved		344,047			5,223,952
204	CDBG		164,484	331,922	331,922	164,484
205	TIF #1		2,526,316	11,962,669	12,042,849	2,446,136
210	TIF #3		(2,187,342)	508,927	1,366,895	(3,045,310)
214	TIF #4		(127,624)	621,578	583,549	(89,595)
212	TIF #5		(808,421)	179,600	173,722	(802,543)
213	TIF #6		(4,898,570)	2,715,644	1,905,203	(4,088,129)
318-325	Debt Service		287,338	1,440,397	1,440,749	286,986
203	Motor Fuel Tax		366,313	1,640,000	1,685,722	320,591
414	Capital Projects		1,211,470	9,394,116	9,440,803	1,164,783
416	Building Replacement		919,028	40,000	160,000	799,028
702	Equipment Replacement		687,755	880,000	1,045,549	522,206
703	IT Replacement		90,787	515,500	412,875	193,412
206	9-1-1 Emergency Comm	*	923,593	5,900,177	5,940,177	883,593
501	Metra Parking	*	146,821	63,850	176,919	33,752
503	City-Owned Parking	*	(181,447)	479,400	297,265	688
502	Water/Sewer	*	5,898,085	12,243,720	13,658,210	4,483,595
701	Risk Management	*	2,088,161	2,675,400	4,028,050	735,511
705	Health Benefits Fund	*	1,628,275	9,162,116	10,084,117	706,274
	IPBC Terminal Reserve					2,300,000
	Total City Funds		**$17,318,697**	**$120,297,081**	**$120,791,557**	**$16,824,221**

* fund balance equivalent

1. The General Fund indicates positive results of operations for FY 2009 (i.e. revenues meet or exceed expenditures), primarily due to a transfer from both the Risk Management fund as well as the Health Benefits Fund for 2009. The current financial condition of the fund gives rise to some concern as the fund balance is projected to be at 21.62% at the end of fiscal year 2009, or 3.4% below policy recommendations, however only 9.33% of the total fund balance is unreserved and available for spending.

2. The Community Development Block Grant (CDBG) Fund is aimed at benefiting low-to-moderate-income residents of the City. The CDBG program year is October 1, 2008 to September 1, 2009 and the fund is projected to have a positive balance for the year.

3. TIF # 1 indicates a positive $2.4 million fund balance at the end of FY 2009. This TIF, created in 1985, includes the majority of the downtown area and is set to expire in 2020.

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4. TIF # 3, Wille Road, was created in 2000 and continues to have a deficit fund balance. The City is currently working on a plan to extend the life of the TIF District in order to bring it into a positive fund balance position.

5. TIF # 4, Five Corners, was created in 2006. In 2009, the City will continue to work on the planning process in determining priority areas for redevelopment. There is no debt service currently issued or paid from this TIF District.

6. TIF # 5 was created in 2001 in an area bounded by Lee and Perry Streets. This TIF is adjacent to the downtown TIF #1. This TIF was a part of the downtown Metropolitan Square project and includes the Shop and Save grocery store as well as a bank. Currently the TIF has a negative fund balance and is expected to move towards a positive fund balance during 2009. A positive fund balance is expected to be achieved in 2017.

7. TIF # 6, also considered the Mannheim and Higgins TIF District, was created in 2001. Currently the TIF District has a deficit of $4.1 million and is projected to move towards a positive fund balance beginning in 2011. A positive fund balance position for this TIF District is anticipated at the end of 2017. This TIF District includes a commercial strip center, with Starbuck's and Potbelly's as occupants who occupy a majority of the space. In 2007 the City executed a redevelopment agreement for two hotels north of I-90 and is in discussion for redevelopment of land south of I-90 for two additional hotels and restaurants.

8. The Debt Service Fund accounts for the general obligation debt that is paid entirely or partially with property taxes. Debt that is paid exclusively by special revenue is budgeted in those respective funds (i.e. Water, TIF, and Capital Improvement).

9. The Motor Fuel Tax Fund shows expenditures exceeding revenues for FY 2009. This fund accounts for the revenues and expenditures of the City's portion of the state tax on the sale of motor fuel. Annually planned expenditures include funding for street improvement, alley reconstruction, sidewalk replacement, road de-icing, etc.

10. The Capital Projects Fund accounts for the expenditure of special revenues dedicated for the improvement of the City's infrastructure. The primary sources of revenue are the ½ cent home rule sales tax and ¼ cent home rule sales tax for debt service on the new library building, local option gas tax, storm sewer fees, and grant revenue.

11. The Building Replacement Fund is a sinking fund established to reserve money for remodeling or adding to existing City buildings and constructing new facilities. Revenue for this fund is achieved through transfers from the General Fund, bonds or grants.

12. The Equipment Replacement Fund is a capital project sinking fund used to account for the replacement of large, expensive and longer lasting equipment of the City. This fund primarily accounts for replacement equipment and vehicles for police, fire, public works and other City departments. Annualized funding helps alleviate the unpredictability of high-cost items affecting future years' budgets. By funding an expense over a period of years (five to twenty years of service life), the City improves overall budgetary control and provides departments with safer and more dependable equipment at the end of the equipment's service life.

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13. The Information Technology (IT) Replacement Fund provides computer operations throughout the City. The fund is used to maintain and upgrade City's communication and information networks.

14. The 9-1-1 Emergency Communications Fund is an enterprise fund currently established through an intergovernmental agreement with Des Plaines, Morton Grove, Park Ridge and Niles. The revenues are primarily achieved through a 9-1-1 surcharge as well as service fees charged to the four municipalities. The service fees are recalculated annually based on call load for each municipality.

15. The Metra Parking Fund primarily accounts for the revenue and expenses associated with the maintenance of parking lots leased from Union Pacific Railroad and used exclusively for commuter parking. Revenue is generated from daily commuter charges. Rates for 2009 will be increased from $1.25 to $1.50 per day.

16. The City Owned Parking Fund is used to account for the revenue and expense associated with the maintenance of the City's three surface lots and two parking facilities. Revenue is generated from daily charges as well as lease agreements. In addition, transfers are made from the Metra Parking Fund or the General Fund to maintain a positive fund balance.

17. The Water/Sewer Fund accounts for the revenue and expenses associated with the transmission, treatment, storage and sale of water to the residential, commercial and industrial customers within the City. In addition, the Water/Sewer Fund is responsible for the maintenance of the City's sanitary sewer mains. The rate for sanitary sewer is $0.70 per 100 cubic feet of usage. The City is a wholesale purchaser of water from the City of Chicago. The Des Plaines water rate has two components; the City of Chicago water purchase rate (the amount Des Plaines pays Chicago for treated Lake Michigan water), and the City of Des Plaines O&M rate (operation and maintenance). These two components are used to calculate the rate Des Plaines charges it's' customers (Des Plaines retail rate). The water rates in effect for 2009 are $1.316 for the Chicago pass through rate and $1.912 for the operation and maintenance rate for a total water rate of $3.228.

18. The Risk Management Fund is an internal service fund that accounts for the City's self-insured property, general liability, automobile liability, error's and omissions, worker's compensation, employer's liability, employee benefits liability, and crime loss. The higher noted expenditures for FY 2009 over the revenues are due to a transfer being budgeted from the Risk Management Fund to the General Fund of $1.5 million.

19. The Health Benefits fund is an internal service fund used to account for the charges to each department for providing health insurance and other related benefits to their employees. Since June 1, 2003 the City has also been a member of the Intergovernmental Personnel Benefit Cooperative (IPBC). The City maintains a fund balance in the Health Benefits fund as well as the IPBC terminal reserve account. The higher noted expenditures over the revenues are due to a transfer being budgeted from the Health Benefits Fund to the General Fund of $1 million.

20. Police and Fire Pensions for the City of Des Plaines are accounted for within the General Fund. Benefit enhancements have required additional real estate tax contributions by the City. Funding for future liabilities of the Police and Fire Pensions Funds is currently at 60.5% and 71.4% respectively. Per State Statute, 100% funding must be completed by 2033.

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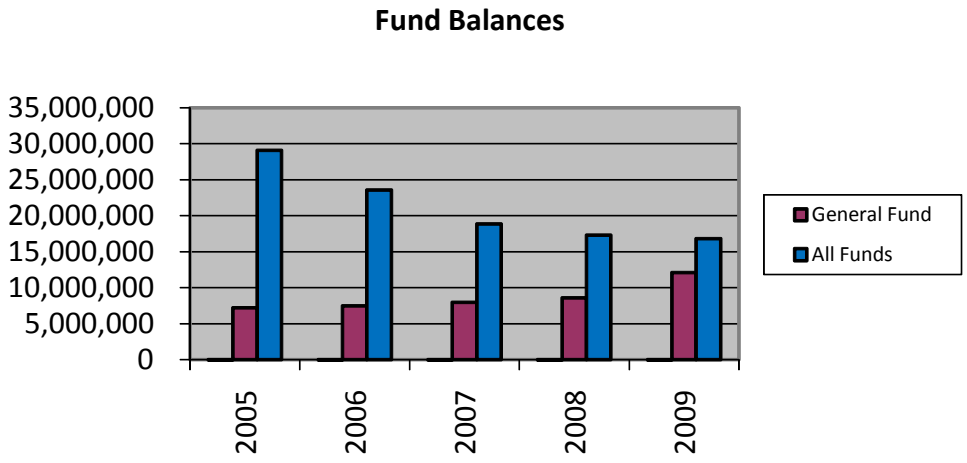
All Fund Historical Fund Balances

	12/31/2005 Actual Fund Balance	12/31/2006 Actual Fund Balance	12/31/2007 Actual Fund Balance	12/31/2008 Estimated Fund Balance	12/31/2009 Projected Ending Fund Balance	12/31/2009 Projected Ending Fund Balance %
General Fund	7,221,069	7,477,768	7,956,822	8,583,675	12,108,759	21.62%
Reserved				8,239,628	6,884,807	12.29%
Unreserved				344,047	5,223,952	9.33%
CDBG	-	105,360	168,802	164,484	164,484	N/A
TIF #1	1,307,999	1,513,018	2,863,462	2,526,316	2,446,136	N/A
TIF #3	1,086,006	(2,876,640)	(1,259,570)	(2,187,342)	(3,045,310)	N/A
TIF #4	(28,373)	(132,516)	(206,717)	(127,624)	(89,595)	N/A
TIF #5	(782,740)	(858,326)	(903,300)	(808,421)	(802,543)	N/A
TIF #6	5,128,803	5,205,715	(4,293,929)	(4,898,570)	(4,088,129)	N/A
Debt Service	450,585	422,332	384,521	287,338	286,986	2.88%
Motor Fuel Tax	292,419	(268,201)	247,313	366,313	320,591	18.31%
Capital Projects	6,983,546	3,129,497	2,050,794	1,211,470	1,164,783	8.90%
Building Replacement	373,967	1,350,104	1,046,028	919,028	799,028	326.69%
Equipment Replacement	599,065	1,272,273	1,294,201	687,755	522,206	25.42%
IT Replacement	23,740	24,037	33,972	90,787	193,412	81.01%
9-1-1 Emergency Comm	276,670	176,520	398,270	923,593	883,593	N/A
Metra Parking	239,807	119,211	135,844	146,821	33,752	23.41%
City-Owned Parking	(138,307)	(92,937)	(110,284)	(181,447)	688	0.29%
Water	5,233,763	5,376,111	6,627,064	5,898,085	4,483,595	32.83%
Risk Management	770,511	1,045,035	932,193	2,088,161	735,511	18.26%
Health Benefits Fund	39,208	590,190	1,497,107	1,628,275	706,274	29.81%
Total City Funds	**29,077,738**	**23,578,551**	**18,862,593**	**$ 17,318,697**	**16,824,221**	**13.93%**



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All Fund Historical Revenues

Revenues	2005 Actual	2006 Actual	2007 Actual	2008 Budgeted	2008 Projected	2009 Budgeted	% Change
General Fund	46,566,358	51,204,373	52,872,222	56,374,888	55,350,469	59,542,065	5.6%
CDBG	148,439	318,737	1,149,160	351,207	202,250	331,922	-5.5%
TIF #1	10,475,758	4,337,481	4,829,873	8,833,684	7,136,774	11,962,669	35.4%
TIF #3	11,674,863	529,814	2,587,003	335,779	1,613,154	508,927	51.6%
TIF #4	-	-	-	669,194	405,888	621,578	-7.1%
TIF #5	19,390	46,500	80,469	229,084	216,423	179,600	-21.6%
TIF #6	271,430	1,096,893	63,100	375,631	349,971	2,715,644	623.0%
Debt Service	1,790,874	1,588,309	1,528,066	1,465,944	1,451,564	1,440,397	-1.7%
Motor Fuel Tax	1,684,998	1,543,639	1,705,560	1,742,000	1,613,000	1,640,000	-5.9%
Capital Projects	28,541,313	7,437,518	7,701,024	10,670,214	7,579,074	9,394,116	-12.0%
Building Replacement	415,458	3,052,136	167,387	10,880,000	35,000	40,000	-99.6%
Equipment Replacement	1,301,842	3,569,603	2,614,099	1,250,000	1,082,644	880,000	-29.6%
IT Replacement	136,332	135,118	200,616	350,300	350,900	515,500	47.2%
9-1-1 Emergency Comm	4,457,409	4,582,476	5,096,287	5,827,657	6,201,547	5,900,177	1.2%
Metra Parking	69,310	373,671	86,254	64,400	62,450	63,850	-0.9%
City-Owned Parking Lots	140,913	216,950	270,492	230,700	229,400	479,400	107.8%
Water	10,336,238	9,713,953	10,112,710	12,082,580	10,767,930	12,243,720	1.3%
Risk Management	2,201,166	2,374,339	2,419,924	2,739,459	3,142,508	2,675,400	-2.3%
Health Benefits Fund	8,323,557	8,512,828	8,635,486	9,128,711	8,816,261	9,162,116	0.4%
Total Revenues	**128,555,648**	**100,634,338**	**102,119,732**	**123,601,432**	**106,607,207**	**120,297,081**	**-2.7%**

All Fund Historical Expenditures

Expenditures	2005 Actual	2006 Actual	2007 Actual	2008 Budgeted	2008 Projected	2009 Budgeted	% Change
General Fund	47,685,346	50,169,007	52,393,159	55,292,903	54,723,616	56,016,981	1.3%
CDBG	148,439	213,377	1,085,718	351,207	206,568	331,922	-5.5%
TIF #1	6,038,506	4,132,462	3,479,429	6,188,406	7,473,920	12,042,849	94.6%
TIF #3	11,149,612	4,492,460	969,933	1,390,630	2,540,926	1,366,895	-1.7%
TIF #4	28,373	104,143	74,201	548,544	326,795	583,549	6.4%
TIF #5	129,719	122,086	125,443	141,594	121,544	173,722	22.7%
TIF #6	2,514,778	1,019,981	9,562,744	2,354,854	954,612	1,905,203	-19.1%
Debt Service	1,791,699	1,616,562	1,565,877	1,549,381	1,548,747	1,440,749	-7.0%
Motor Fuel Tax	2,278,552	2,104,259	1,190,046	1,605,873	1,494,000	1,685,722	5.0%
Capital Projects	27,496,936	11,291,567	8,779,727	10,884,133	8,418,398	9,440,803	-13.3%
Building Replacement	253,464	2,075,999	471,463	11,395,000	162,000	160,000	-98.6%
Equipment Replacement	2,049,313	2,896,395	2,592,171	1,948,726	1,689,090	1,045,549	-46.3%
IT Replacement	162,748	134,821	190,681	294,120	294,085	412,875	40.4%
9-1-1 Emergency Comm	4,244,091	4,682,622	4,874,537	5,819,287	5,676,224	5,940,177	2.1%
Metra Parking	78,669	494,267	69,621	54,656	51,473	176,919	223.7%
City-Owned Parking Lots	261,388	171,580	287,839	391,966	300,563	297,265	-24.2%
Water	9,739,788	8,960,927	9,548,528	14,017,074	11,496,909	13,658,210	-2.6%
Risk Management	1,992,909	2,099,815	2,532,766	2,466,834	1,986,540	4,028,050	63.3%
Health Benefits Fund	7,360,937	7,961,846	7,728,569	8,917,662	8,685,093	10,084,117	13.1%
Total Expenditures	**125,405,267**	**104,744,176**	**107,522,452**	**125,612,850**	**108,151,103**	**120,791,557**	**-3.8%**

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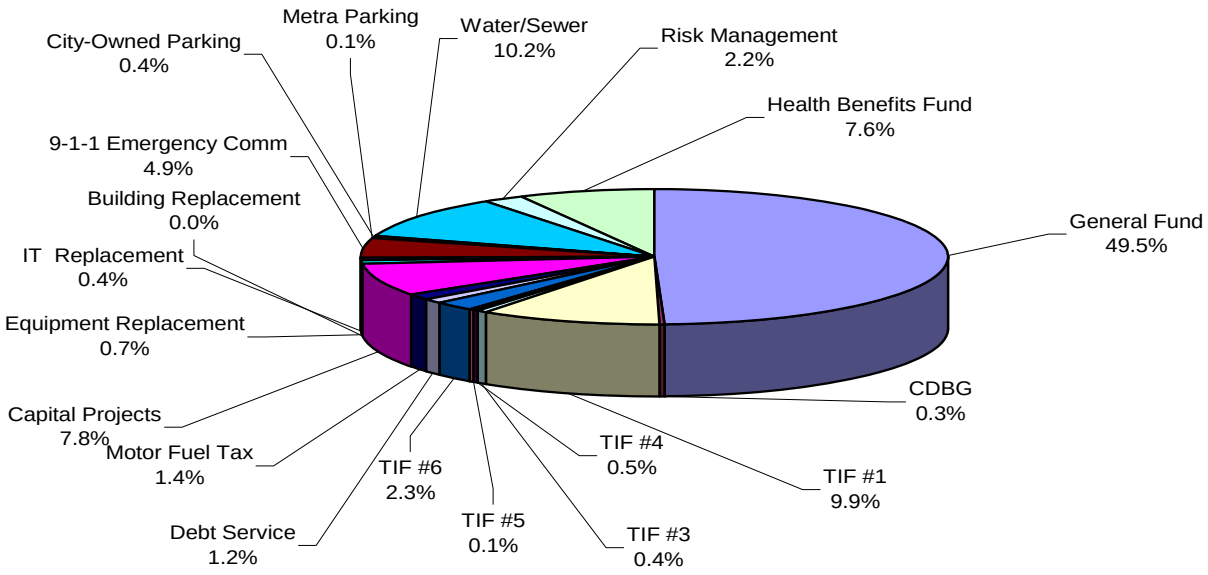
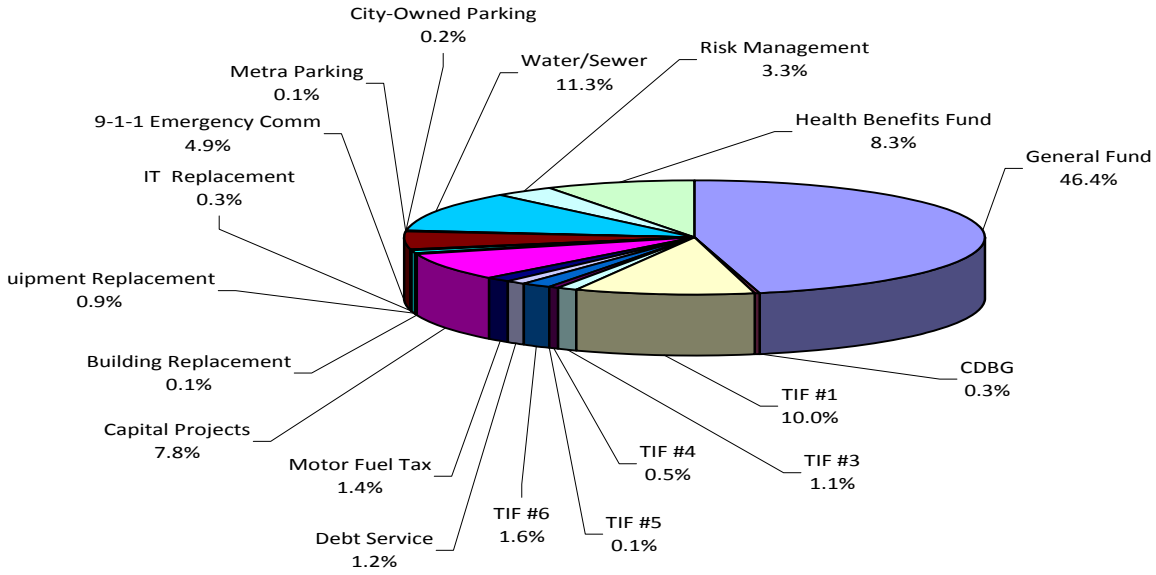
ALL FUND REVENUES



ALL FUND EXPENDITURES



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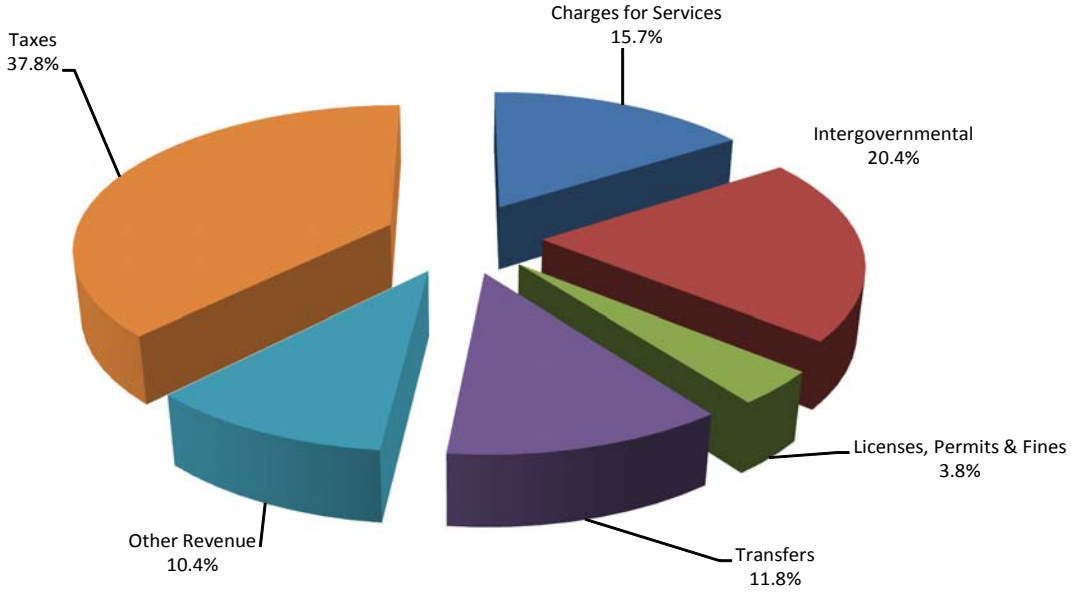
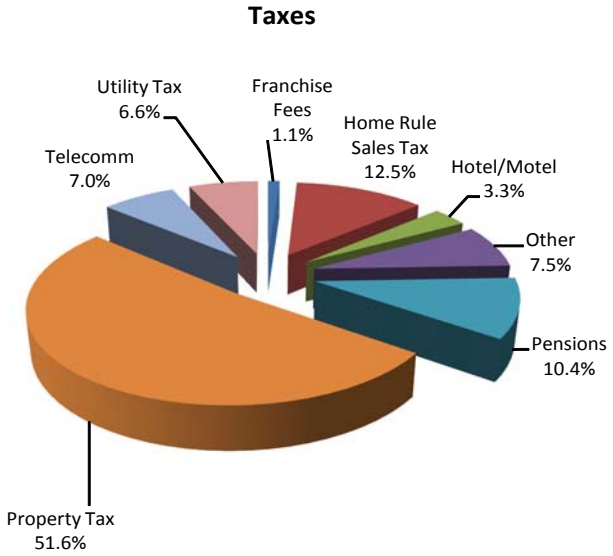
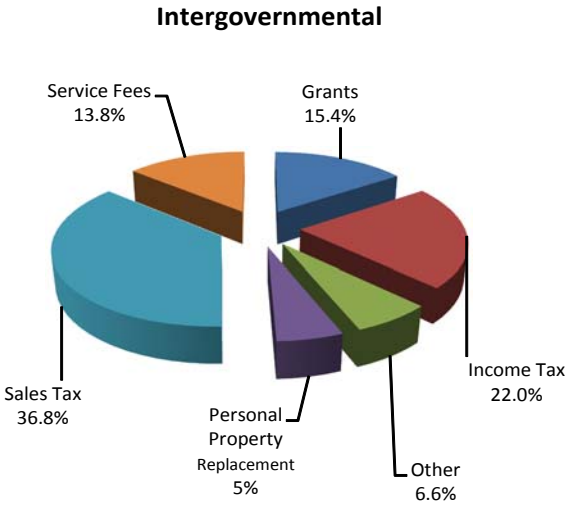
ALL FUNDS
REVENUES BY CATEGORY







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2009 Revenues by Category

	Taxes	Inter-governmental	Licenses, Permits & Fines*	Charges for Service	Other Revenue	Transfers	Fund Total
General Fund	31,285,150	16,184,640	4,224,600	5,093,175	204,500	2,550,000	59,542,065
Motor Fuel Tax	-	1,630,000	-	-	10,000	-	1,640,000
CDBG	-	331,922	-	-	-	-	331,922
TIF Fund #1	5,684,153	471,000	-	-	57,516	5,750,000	11,962,669
TIF Fund #3	508,427	-	-	-	500	-	508,927
TIF Fund #4	621,578	-	-	-	-	-	621,578
TIF Fund #5	179,400	-	-	-	200	-	179,600
TIF Fund #6	15,644	-	-	-	-	2,700,000	2,715,644
Debt Service	1,257,799	-	-	-	900	181,698	1,440,397
Capital Projects	5,174,714	2,576,102		1,608,000	35,300	-	9,394,116
Building Replacement	-	-	-	-	40,000	-	40,000
Equipment Replacement	-	-	-	-	160,000	720,000	880,000
IT Replacement	-	-	-	-	500	515,000	515,500
Emergency Comm.	796,000	3,393,707	-	-	2,000	1,708,470	5,900,177
Water Fund	-	-	-	12,174,150	60,000	9,570	12,243,720
Metra Leased Parking	-	-	63,750	-	100	-	63,850
City-owned Parking	-	-	229,400	-	-	250,000	479,400
Risk Management	-	-	-	-	190,000	2,485,400	2,675,400
Health Benefits Fund	-	-	-	-	9,094,770	67,346	9,162,116
Total Revenues	**45,522,865**	**24,587,371**	**4,517,750**	**18,875,325**	**9,856,286**	**16,937,484**	**120,297,081**

** Fines accumulates to $1,008,200 or 0.8% of toal revenue.*

2008/2009 Revenue Budget Comparison

	2008 Budget	2009 Budget	Dollar Change	% Change
Taxes	47,617,457	45,522,865	(2,094,592)	-4.6%
Intergovernmental	24,829,094	24,587,371	(241,723)	-1.0%
Licenses & Permits	4,634,100	3,509,550	(1,124,550)	-32.0%
Charges for Service	18,511,588	18,875,325	363,737	1.9%
Fines	1,007,150	1,008,200	1,050	0.1%
Other Revenue	10,047,066	9,856,286	(190,780)	-1.9%
Other Financing Sources	16,954,977	16,937,484	(17,493)	-0.1%
Total Revenues	**123,601,432**	**120,297,081**	**(3,304,351)**	**-2.7%**

Note: The overall $3.3 million decrease in total revenues for all the funds is primarily attributable to the $2.1 million decrease is taxes as well as a $1.1 million decrease in licensing and permit revenue. The decrease in taxes for FY 2009 is due to a $3.4 million decrease in TIF District tax revenue that has been slightly offset by General Fund tax revenue primarily due to an increase in the Police and Fire Pension tax levy and a projected increase in telecommunication tax due to the rate increase from 3% to 6%. The decrease of $1.1 in licenses and permits is solely attributable to a decreasing in permitting revenue in the General Fund due to the current state of the economy that has had a significant impact on the housing market.

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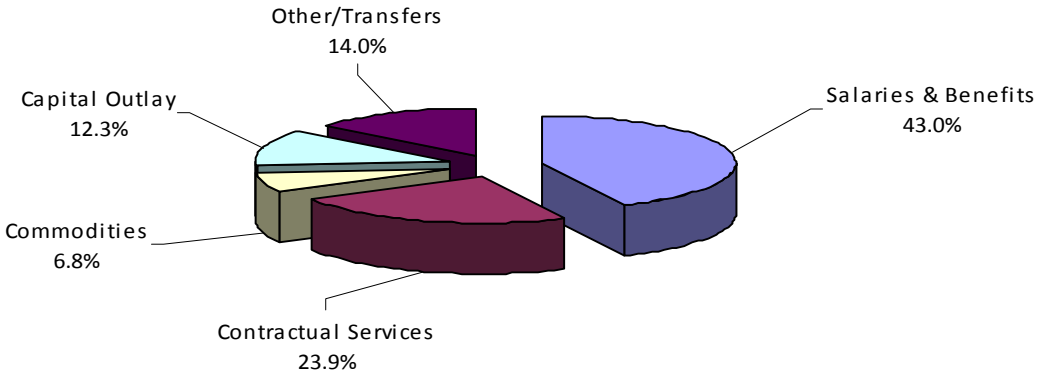
ALL FUNDS
EXPENDITURES BY CATEGORY



2009 Expenditures by Category

	Salaries	Benefits	Contractual Services	Commodities	Capital Outlay	Other/ Transfers	Fund Total
General Fund	28,463,102	13,733,915	10,393,323	2,114,716	230,092	1,081,833	56,016,981
Motor Fuel Tax Fund	-	-	367,500	332,000	986,222	-	1,685,722
CDBG	50,447	15,719	265,756	0	-	-	331,922
TIF Fund #1	16,931	6,326	2,162,336	63,500	5,270,000	4,523,756	12,042,849
TIF Fund #3	-	-	25,096	-	-	1,341,799	1,366,895
TIF Fund #4	16,931	6,326	250,292	-	310,000	-	583,549
TIF Fund #5	-	-	10	-	50,000	123,712	173,722
TIF Fund #6	16,931	6,326	736,456	-	250,000	895,490	1,905,203
Debt Service						1,440,749	1,440,749
Capital Projects Fund	264,383	98,041	745,129	55,500	4,049,084	4,228,666	9,440,803
Building Replacement	-	-	160,000	-	-	-	160,000
Equipment Replacement	-	-	-	-	956,900	88,649	1,045,549
IT Replacement	-	-	20,000	12,150	380,725	-	412,875
Emergency Comm.	3,450,282	1,276,733	989,148	18,470	80,300	125,244	5,940,177
Water Fund	3,099,735	1,434,750	1,014,251	5,426,601	2,281,035	401,838	13,658,210
Metra-leased Parking	-	-	47,919	4,000	-	125,000	176,919
City-owned Parking	-	-	55,604	196,000	15,000	30,661	297,265
Risk Management	-	-	2,528,050	-	-	1,500,000	4,028,050
Health Benefits Fund	-	-	9,084,117	-	-	1,000,000	10,084,117
Total City Funds	**35,378,742**	**16,578,136**	**28,844,987**	**8,222,937**	**14,859,358**	**16,907,397**	**120,791,557**

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2008/2009 Expenditure Budget Comparison

	2008 Budget	2009 Budget	Dollar Change	% Change
Salaries	34,648,692	35,378,742	730,050	2.1%
Benefits	15,818,750	16,578,136	759,386	4.8%
Contractual Services	31,216,028	28,844,987	(2,371,041)	-7.6%
Commodities	7,515,605	8,222,937	707,332	9.4%
Capital Outlay	23,459,571	14,859,358	(8,600,213)	-36.7%
Other/Transfers	12,954,204	16,907,397	3,953,193	30.5%
Total Expenditures	**125,612,850**	**120,791,557**	(4,821,293)	-3.8%

Note: The overall expenditures for FY 2009 decreased by $4.8 million or 3.8%. The majority of the decrease relates to $2.4 million in contractual services as well as $8.6 million in capital outlay both budgeted within the Building Replacement Fund. This decrease is due to the delay of Fire Station and Police Station projects that were budgeted in 2008 within the Building Replacement Fund. For FY 2009, the Police Station is budgeted within TIF District #1, however, the potential of moving forward will be addressed as the economy begins to stabilize. Offsetting the decreases for FY 2009 is a one time transfer from the Health Benefits and Risk Management Fund in the amount of $1.5 million and $1 million respectively to the General Fund.

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GENERAL FUND

The General Fund accounts for the majority of the City's revenues and expenditures and is the primary operating fund of the City. Police, Fire, Public Works, Community and Economic Development (consisting of Building and Code Enforcement, Economic Development, Planning and Zoning), Engineering, Legal, and General Administration are accounted for in this fund.

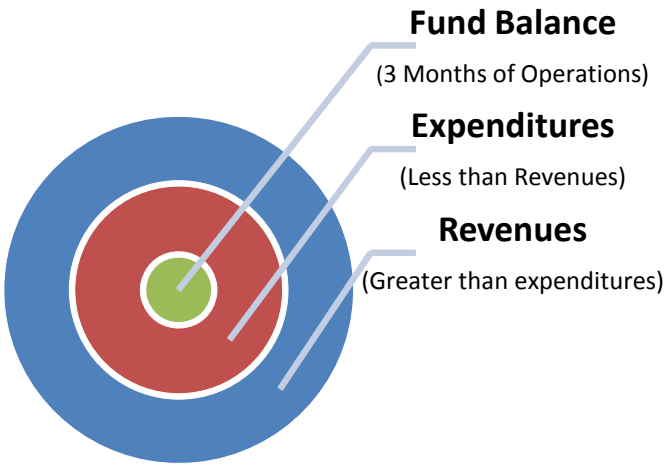
Fund Balance of the General Fund

The City will strive to maintain a minimum total fund balance of 25% of annual operating expenditures. Reserve balances at this level give the City the ability to maintain current operations during down economic cycles and address unexpected emergencies. The following is a table depicting the current state of the general fund:

Fund	Fund Name	12/31/2009 Projected Ending Fund Balance (Deficit)	12/31/2009 Projected Ending Fund Balance %	Projected Fund Balance v. Policy Requirement	Fund Balance Policy Requirement
100	General Fund	$12,108,759	21.62%	-3.38%	25% of Annual Expenditures
	Reserved	6,884,807	12.29%		
	Unreserved	5,223,952	9.33%	-15.67%	25% of Annual Expenditures

The main difference between the total fund balance and the total unreserved fund balance is that the total fund balance includes advances the General Fund has made to the TIF Fund (reserved portion). Once the TIF Funds begin to repay the General Fund, the total unreserved fund balance will be closer to total fund balance. The total fund balance as well as the unreserved fund balance is below the recommended policy requirement. At the end of 2009, the unreserved fund balance has a slight increase over the end of 2008, however, this could still pose significant constraints on future fiscal operations, maintaining the City's bond rating and addressing unexpected changes in the economy or other unanticipated expenditures.

Below is a Budget Model that the City should follow for future fiscal years where Revenues meet or exceed Expenditures.



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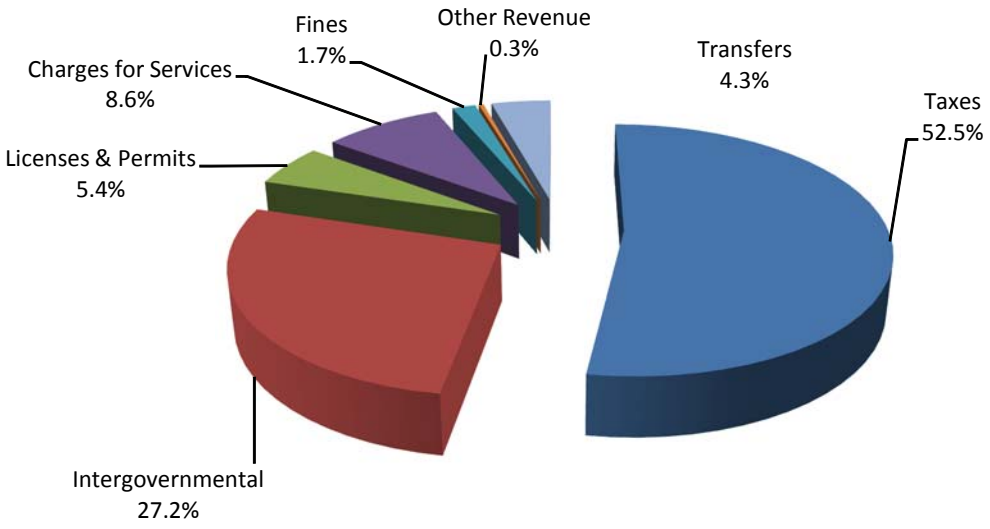
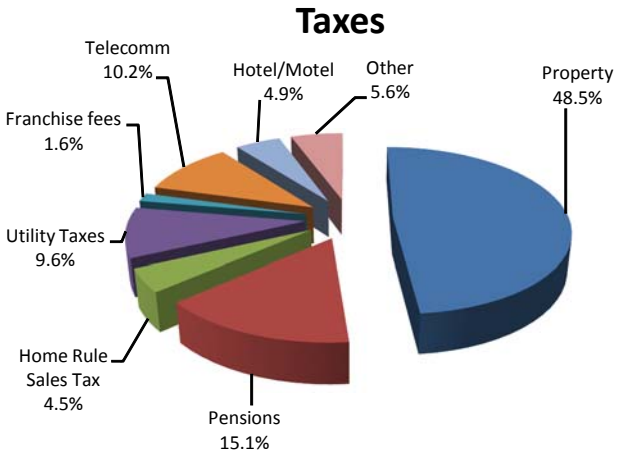
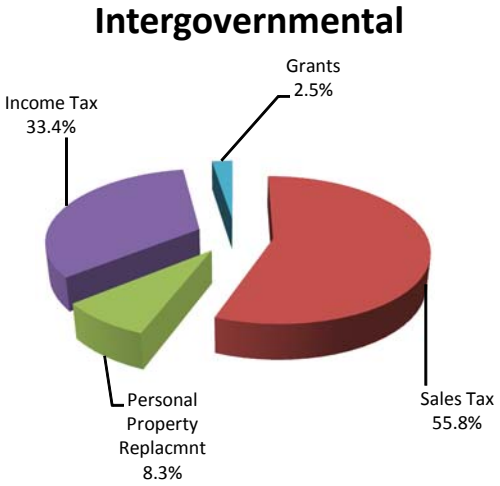
GENERAL FUND
REVENUES BY CATEGORY







Revenue Highlights

The FY 2009 General Fund budget is based upon projected revenues from taxes, fees and other sources totaling $59.5 million. Excluding other financing sources, the 2009 revenues represent an increase of $1.6 million or 3% over the 2008 projected revenues. Property Tax, Utility Tax, Sales Tax, State Income Tax, and Telecommunications Tax account for 70% of the revenue collected by the General Fund. The following is a discussion of the major revenue sources for the General Fund:

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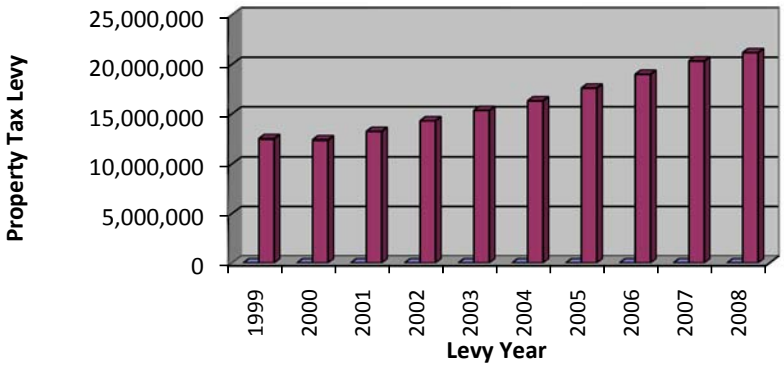
- **Property Tax**

The Property Tax Levy is the largest source of revenue for the City's General Fund comprising 25% of all receipts within the General Fund. As a "Home Rule" unit of government, the City has no limitations on its levy but the City has attempted to keep the tax levy's growth to a minimum. The City adopts its tax levy in December each year and the County collects this in two installments in March and September of the following year. Thus, the 2008 tax levy is the basis for the 2009 revenue budget.

For FY 2009 the total property tax levy is $21,166,699, an increase of 1% over the prior year's tax extension. The full increase of the levy is attributable to the Police and Fire Pensions. The following is a 10 year trend of the property tax levies passed and excludes the additional amount added by the County for loss and cost (3% for corporate purposes and 5% for debt service).

Levy Year	Corporate	Police Pension	Fire Pension	Debt Service	Total Levy	% Change
1998	8,225,259	577,589	790,232	2,011,169	11,604,249	
1999	8,472,017	800,473	845,613	2,374,311	12,492,414	7.65%
2000	8,726,178	962,525	900,049	1,785,319	12,374,071	-0.95%
2001	9,535,258	1,236,304	963,374	1,478,105	13,213,041	6.78%
2002	10,045,854	1,524,107	1,308,873	1,408,012	14,286,846	8.13%
2003	10,004,310	1,945,678	1,826,990	1,483,395	15,260,373	6.81%
2004	11,296,604	1,994,905	1,615,305	1,392,234	16,299,048	6.81%
2005	12,374,001	2,035,189	1,644,081	1,530,676	17,583,947	7.88%
2006	13,637,232	2,250,487	1,772,574	1,319,530	18,979,823	7.94%
2007	14,730,000	2,450,000	1,875,000	1,267,682	20,322,682	7.08%
2008	15,171,900	2,612,000	2,125,000	1,257,799	21,166,699	4.15%

	Average Increase (last 10 year)	
	Levy over Levy	**Levy over Extension**
Corporate Levy	6.39%	3.29%
Total Levy	6.23%	2.91%



The City of Des Plaines assessed value has averaged a 6.57% increase per year over the last ten years. The 2008 Levy year was a triennial reassessment where the equalized assessed value (EAV) increased 16.94% from a 2007 EAV of $2,110,069,506 to $2,467,463,828.

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- **Sales Tax**

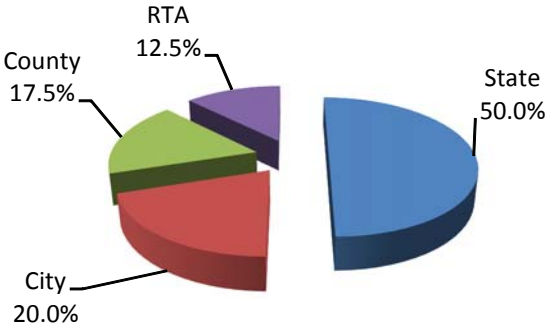
Sales Tax is the second largest source of revenue for the City. Sales tax comprises of 17.5% of total receipts for the General Fund or approximately $10.4 million for FY 2009. For the Home Rule Sales Tax, 25% is remitted to the General Fund and 75% is allocated towards the Capital Projects Fund. Due to the current state of the economy as well as the downturn in consurner spending, the City expects that sales tax for FY 2009 will decrease by approximately 5.5% from the 2008 Budget.

The sales tax rate for the City of Des Plaines is 10%, of which the City receives 2% within the corporate limits of the municipality. The total sales tax rate consists of the following:

Effective July 1, 2008

State	5.00%
City	2.00%
County	1.75%
RTA	1.25%
Total Sales Tax Rate	**10.00%**

RTA - Regional Transportation Authority



Sales tax is sub-divided into three categories: retail sales, auto rental tax, and use tax. The auto rental tax is 1% of the gross receipts from renting automobiles. The use tax applies to the privilege of using in the City tangible personal property purchased at retail from a retailer outside the state of Illinois.

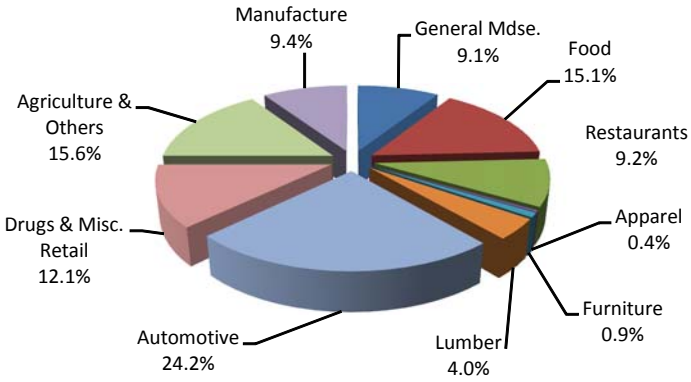
The "retail sales" portion of the City's total sales tax revenues comes from many different types of businesses as the pie chart below illustrates. Automotive and filling stations contribute 25.5% of the City's sales tax receipts. This category is followed by Agriculture and Other (16.4%), and Food (13.2%).

Number of Taxpayers: 1,504

2007 Calendar Year - Sales made during January 2007 through December 2007

Tax Types	**RTA**
General Mdse.	609,834.95
Food	1,016,416.28
Restaurants	617,386.07
Apparel	25,032.70
Furniture	60,030.19
Lumber	270,646.53
Automotive	1,626,512.99
Drugs & Misc. Retail	815,222.30
Agriculture & Others	1,048,395.81
Manufacture	632,429.45
	6,721,907.27

Sales Tax Allocation for the 12 months Ended 12/31/07



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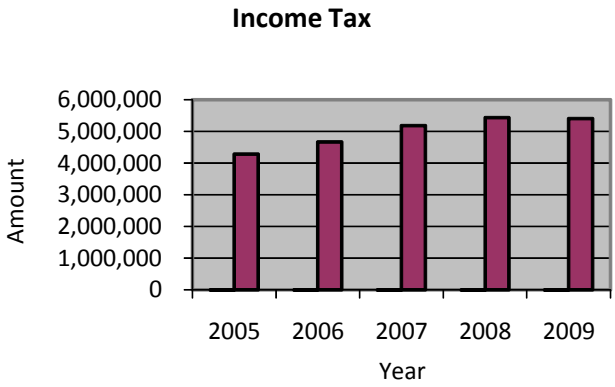
- **State Income Tax**

State income tax comprises approximately 9% of the General Fund revenues. The City receives a portion of the state income tax receipts on a per-capita basis. Since 2004, performance of this revenue source has improved dramatically due to the strengthened economy. The actual revenue projected for FY 2008 increased from FY 2007 by 5% or approximately $257 thousand. Based upon data received from the Illinois Municipal League, the City is estimating to receive a per-capita distribution of $92.70 for FY 2009 (based on a population of 58,710), or $5.4 million.

Year	Amount	% Inc (Dec)
2005	4,284,621	17.6%
2006	4,665,694	8.9%
2007	5,177,900	11.0%
2008	5,435,605	5.0%
2009	5,400,000	-0.7%



- **Telecommunication Tax**

Effective January 1, 2003 the simplified municipal telecommunication tax act took effect. Under this act, land based and wireless service providers remit up to 6% of their gross sales to the Illinois Department of Revenue. During the 2008 Budget process the City of Des Plaines passed an Ordinance establishing an increase to the rate in the amount of 3%, for a total of 6%. Based on State Statute, the rate became enacted on July 1, 2008. For 2009, the City of Des Plaines will receive a full year of the telecommunication tax, or approximately $3.2 million.

- **Utility Tax**

The City of Des Plaines charges a utility tax on electricity which is a tax imposed upon the privilege of using or consuming electricity acquired in a purchase at retail and used or consumed within the corporate limits of the city at rates associated with the number of kilowatt hours used. For FY 2009, the City is projecting the revenue to remain fairly constant with the 2008 projected revenues.

Account	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Budget
810107	Utility Tax: Electricity	1,808,710	1,835,000	1,722,391	1,765,000
810108	Utility Tax: Natural Gas	701,934	875,000	808,887	800,000
810110	Use Tax: Natural Gas	395,482	525,000	435,079	440,000
		2,906,126	3,235,000	2,966,357	3,005,000

In addition the City of Des Plaines also has a Natural Gas Utility Tax and Gas Tax. MUT or the Municipal Utility Tax is a tax based upon the total monthly gas bill collected by the local supplier. GUT, or the Gas Use Tax is a tax based on the supply (therm usage) of gas from an alternative (third-

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party) supplier. The MUT is charged at a rate of 3.09% levied on the total gross receipts of Nicor customers. The GUT is at a rate of $0.025 per therm, calculated on the total amount of therms transported through the Nicor distribution system. Based on historical consumption, the City expects the 2009 Budget to remain fairly constant with the 2008 projected receipts at $800 thousand and $440 thousand for the MUT and GUT respectively.

- **Hotel/Motel Tax**
  The Hotel/Motel Tax for the City of Des Plaines is 7%, which was increased during the 2008 Budget from a rate of 5% which became effective February 1, 2008. In FY 2008 revenues increased by approximately $93 thousand, or 7.1%, from the 2007 fiscal year. For FY 2009, the City is budgeting $1.5 million in hotel/motel tax or fairly constant trend in comparison to actual revenues received in 2008.

  In addition to the regular 7% tax, the City of Des Plaines has an O'Hare Corridor Privilege tax of 4% for areas defined as the O'Hare Corridor, primarily located within TIF District #6. As the hotels are in the planning phase of TIF District #6, the City has not seen revenues from this source.

- **Real Estate Transfer Tax**
  The City of Des Plaines real estate transfer tax is $2.00 per $1,000 of sales price. For FY 2007, the real estate transfer tax experienced a decrease of 17.8% or $210 thousand. In FY 2008, the housing market continued to struggle, which sustained the downward trend of fewer sales resulting in a decrease of 58% or $375 thousand for FY 2008. Any significant changes in the economy as well as the mortgage interest rates can have a substantial impact on home sales and the real estate transfer tax received by the City. The City is predicting that the FY 2009 revenue will be approximately $50 thousand higher or 9% more than the actual 2008 receipts; however it will be 36% lower than the 2008 Budget.

- **Food and Beverage Tax**
  This is a 1% tax on the sale at retail of food and alcoholic beverages prepared for immediate consumption. This tax is remitted to the City on a monthly basis and is deposited into the General Fund. For FY 2008, the total revenue received was fairly constant with actual 2007 receipts and is projected at the same level for FY 2009 at $960 thousand.

- **Personal Property Replacement Tax**
  Replacement taxes are revenues collected by the state of Illinois and paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away. Replacement tax revenue comes from a 2.5% corporate income tax, 1.5% partnership tax on income, and a 0.8% tax on invested capital for public utilities. The total amount budgeted for 2009 is $1.3 million.

- **Licensing and Permit Revenue**
  Total licensing and permit revenue consists of approximately 5.4% of all General Fund revenue, or $3.2 million. 81.2% of total licensing and permit revenue is due to the following:

  - **Vehicle Licenses:** Vehicle Licenses for FY 2009 are budgeted at $1.3 million which is in line with the 2007 and 2008 revenue received. Vehicle stickers are issued annually and are valid from July 1 to June 30. Fees for vehicle stickers are dependent upon the license plate type.

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- **Business Licenses:** Business Licenses are issued annually and are valid from January 1st to December 31st. Business License fees depend on the type of business. The total estimated receipts for FY 2008 are $530 thousand and are budgeted at the same level for 2009.

- **Building Permits:** Building Permits must be purchased prior to construction. Permit fees vary depending upon the nature of the construction. Building permits decreased by $471 thousand in FY 2008 or 37% from FY 2007. For FY 2009, the City budgeted $800 thousand primarily due to the current state of the economy, where the housing market is down and construction has seen a significant decline.

- **Pension Benefits**

The City is mandated by the State of Illinois to provide its employees with retirement pension benefits that continue to increase. As shown below, the City's expense to comply with state mandates has increased 144% since 2001.

Pension Expense	IMRF	Fire Pension	Police Pension	Total
2001 Actual	772,581	872,484	932,561	2,577,626
2002 Actual	561,675	963,255	1,234,495	2,759,425
2003 Actual	553,456	1,295,714	1,510,086	3,359,256
2004 Actual	888,446	1,797,264	1,918,428	4,604,138
2005 Actual	1,275,075	1,644,652	1,948,512	4,868,239
2006 Actual	1,448,345	1,658,383	2,054,097	5,160,825
2007 Actual	1,578,986	1,765,453	2,210,169	7,706,360
2008 Estimated	1,512,443	1,875,000	2,450,000	7,878,106
2009 Proposed	1,552,319	2,125,000	2,612,000	6,289,319
Eight Year Growth	**74.7%**	**143.6%**	**180.1%**	**144.0%**

The City of Des Plaines tracks the IMRF, Police and Fire Pension Levy within the General Fund. Both the Police and Fire Pensions are levied separately; however, IMRF is included within the Corporate Levy. The Police and Fire Pension Funds' investment yields for 2007 were 10.0% and 7.6% respectively. The Fire Pension Investment yield is slightly below our actuarial assumptions of 8% as the expected rate of return factor. 2008 is turning out to be a down year for pension investment returns as equity markets experience unprecedented losses. As of December 31, 2008 the Fire Pension and Police Pension funds are funded at 72.9% and 60.5% respectively. The IMRF Pension as of December 31, 2006 is funded at 92.53%.

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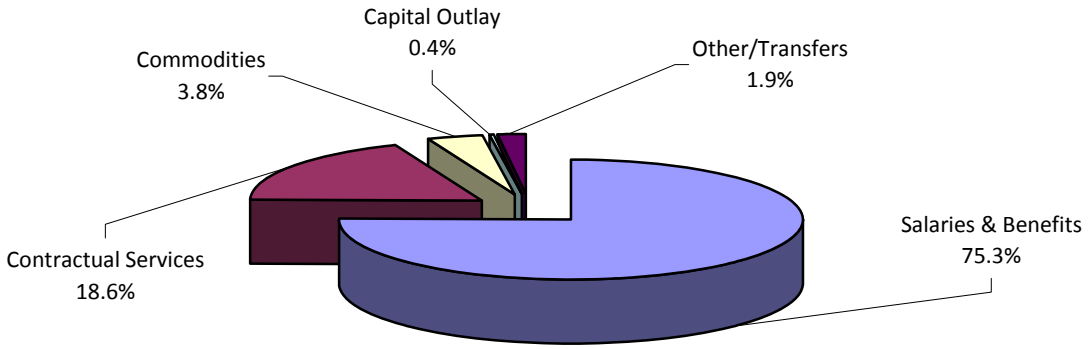
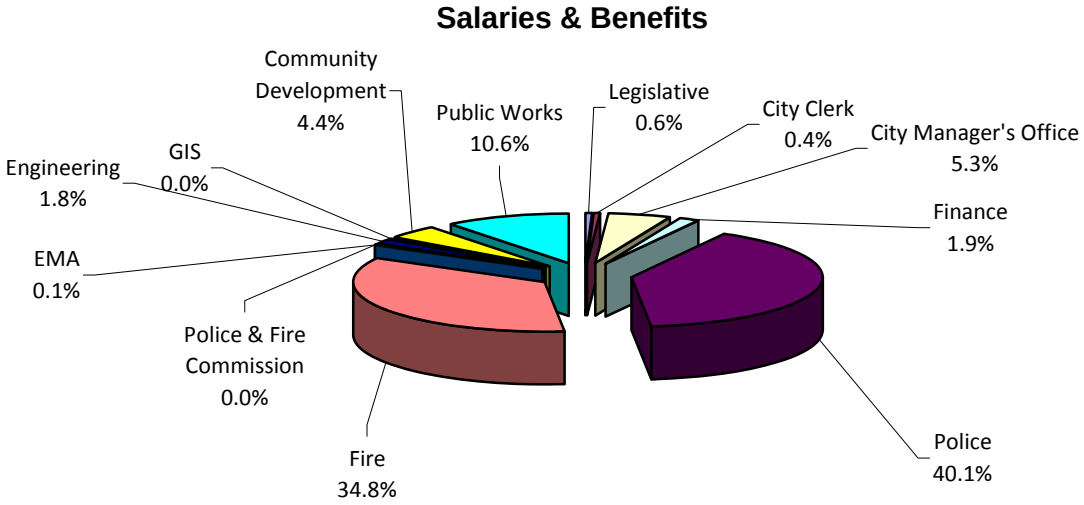
GENERAL FUND
EXPENDITURES BY CATEGORY





Expenditure Highlights

General Fund Expenditures for FY 2009 total $56,016,981 compared to FY 2008 Budget of $55,292,903, and increase of $724,078 or 1.3%. The chart above indicates how the General Fund expenditures are broken out. Salaries and benefits continue to consume the greatest percentage of the total General Fund expenditures at 75.3%. Breaking out the Salary and benefits further into a per Department cost, Police, Fire and Public Works are the largest departments with 85.5% of the total General Fund personnel costs.

The FY 2009 Salaries and Benefits within the General Fund includes $2.612 million in Police Pension expenses as well as $2.125 million in Fire Pension expenses. These expenses are offset with the revenue for

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both the Police and Fire Pension that is also tracked in the General Fund; however, it is levied as a separate item.

As expenditures continue to increase and major revenue sources for the City are showing signs of decreasing, the City will need to monitor the widening expenditure to revenue gap. Concerns with City revenue sources are presently with the State shared revenues and the potential decline in these sources due to the State of Illinois fiscal problems and the delay the City has experienced in receiving these revenues. In addition, due to the current state of economy, the City has also experienced a decline in real estate transfer tax revenue, permit revenue, as well as a decrease in the sales tax. The City will continue to review all of the current expenditures to determine if any potential savings can be realized.

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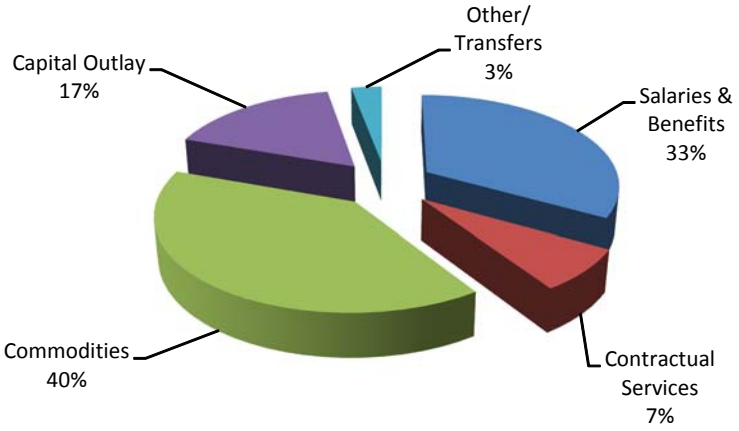
WATER/SEWER FUND

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	4,069,949	5,233,763	5,376,111	5,498,783	6,627,064	5,898,085
Revenues	10,336,238	9,713,953	10,095,710	12,064,000	10,749,350	12,234,150
Expenses	(9,503,741)	(8,810,927)	(9,548,528)	(13,820,774)	(11,496,909)	(13,658,210)
Transfers	(236,047)	(150,000)	17,000	(177,720)	18,580	9,570
Ending Balance*	5,233,763	5,376,111	6,627,064	3,564,289	5,898,085	4,483,595

*fund balance equivalent

	2009 Budget Expenditures
Salaries & Benefits	4,534,485
Contractual Services	1,014,251
Commodities	5,426,601
Capital Outlay	2,281,035
Other/ Transfers	401,838
Total Expenditures	13,658,210

2009 Budget Expenditures



Note: The Water/Sewer Fund revenues are dependent on water usage and the associated water rate charged. The FY 2009 budget revenues indicate an increase of $1.5 million or 13% primarily due to an increase in the pass through water rate of 15% from the City of Chicago. In addition the City of Des Plaines implemented a sanitary sewer fee during the 2008 Budget and in FY 2009 will have full year of receipts from this revenue source. The expenditures for FY 2009 increased 18% over the 2008 projected expenditures, however, they are $162 thousand or 1.1% lower than the 2008 budget.

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2009 Budget

FUND BALANCES vs. FINANCIAL POLICY REQUIREMENTS

The 2009 Budget adopted by the City Council includes financial policies that establish fund balance requirements for each of the City's major funds. These fund balances are based on best practices established by the Government Finance Officers' Association (GFOA) that are utilized by thousands of municipalities throughout the nation. Healthy fund balances are necessary to ensure that city government can adequately satisfy its liabilities, especially in an environment of declining revenues or in emergency situations.

Fund	Policy Requirement	Beg. Fund Balance (Jan 1, 2009)	Ending Fund Balance (Dec 31, 2009)	2009 Projected Fund Balance (%)	Fund Balance vs. Policy Requirement
General Fund	25 % of Annual Expenditures	$8,583,675	$12,148,759	21.70%	-3.30%
Reserved		$8,239,628	$6,884,807	12.30%	
Unreserved		$344,047	$5,263,952	9.40%	
CDBG	0 % (Pursuant to Federal Requirement)	$164,484	$164,484	N/A	N/A
TIF #1	N/A				
TIF #3	N/A				
TIF #4	N/A				
TIF #5	N/A				
TIF #6	N/A				
Debt Service	25% of Annual Non-Property Tax Supported Debt Service	$287,338	$286,986	2.88%	-22.12%
Motor Fuel Tax	20% of Five-year Expenditure Average	$366,313	$320,591	18.31%	-1.69%
Capital Projects	20% of Five-year Expenditure Average	$1,211,470	$1,164,783	8.90%	-11.10%
Building Replacement	20% of Five-year Expenditure Average	$919,028	$799,028	326.69%	306.69%
Equipment Replacement	20% of Five-year Expenditure Average	$687,755	$530,206	25.83%	5.83%
IT Replacement	20% of Five-year Expenditure Average	$90,787	$193,412	81.05%	61.05%
911 Emergency Comm.	N/A	$923,593	$883,593	N/A	N/A
Metra Parking	20% of Five-year Expenditure Average	$146,821	$33,752	23.41%	3.41%
City-Owned Parking Lots	20% of Five-year Expenditure Average	($181,447)	$688	29.00%	9.00%
Water	20% of Annual Expenditures	$5,898,085	$4,483,595	32.83%	12.83%
Risk Management	20% of Annual Expenditures	$2,088,161	$735,511	18.26%	-1.74%
Health Benefits Fund	20% of Annual Expenditures	$1,628,275	$3,006,274	29.81%	9.81%

City meets fund balance policy requirement

City does not meet fund balance policy requirement

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1.1. Purpose

The purpose of the City's Operating Budget Policy is to clarify the roles and responsibilities within the annual budget process for City management and elected officials, while outlining the required information and formatting within the budget document. This policy establishes guidelines in formulating and adopting the annual operating budget and incorporates the recommended practices of the Government Finance Officers Association (GFOA) where appropriate.

1.2. Financial & Strategic Plans

The City's annual operating budget will be developed along the objectives set forth in the Strategic Plan and Long-Term Financial Plan, with project and service level priorities established accordingly.

1.3. Budget Document

The City's annual operating budget shall incorporate the criteria set forth by the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Awards Program, as follows:

I. The Budget as a Policy Document

1. The document should include a coherent statement of City-wide long-term financial policies.
2. The document should include a coherent statement of City-wide, non-financial goals and objectives that address long-term concerns and issues.
3. The document should describe the City's short-term initiatives that guide the development of the budget for the upcoming year.
4. The document shall include a budget message that articulates budget priorities and issues for the new year. The message should describe significant changes in priorities from the current year and explain the factors that led to those changes. The message may take one of several forms *(e.g., transmittal letter, budget summary section)*.
5. The document should include clearly stated goals and objectives of organizational units *(e.g., departments, divisions, offices or programs).*

II. The Budget as a Financial Plan

1. The document should include and describe all funds that are subject to appropriation.
2. The document shall present a summary of major revenues and expenditures, as well as other financing sources and uses, to provide an overview of the total resources budgeted by the organization.

3. The document must include summaries of revenues and other financing sources, and of expenditures and other financing uses for the prior year actual, the current year budget and/or estimated current year actual, and the proposed budget year.
4. The document shall describe major revenue sources, explain the underlying assumptions for the revenue estimates, and discuss significant revenue trends.
5. The document shall include projected changes in fund balances, as defined by the entity in the document, for appropriated governmental funds included in the budget presentation (fund equity if no governmental funds are included in the document).
6. The document should include budgeted capital expenditures, whether authorized in the operating budget or in a separate capital budget.
7. The document should describe if and to what extent significant non-routine capital expenditures will affect the entity's current and future operating budget and the services that the entity provides.
8. The document shall include financial data on current debt obligations, describe the relationship between current debt levels and legal debt limits, and explain the effects of existing debt levels on current operations.
9. The document shall explain the basis of budgeting for all funds, whether cash, modified accrual, or some other statutory basis.

<u>III. The Budget as an Operations Guide</u>

1. The document shall describe activities, services or functions carried out by organizational units.
2. The document shall provide objective measures of progress toward accomplishing the government's mission as well as goals and objectives for specific units and programs.
3. The document shall include an organization chart(s) for the entire entity.
4. A schedule or summary table of personnel or position counts for prior, current and budgeted years shall be provided.

<u>IV. The Budget as a Communications Device</u>

1. The document should provide summary information, including an overview of significant budgetary issues, trends, and resource choices. Summary information should be presented within the budget document either in a separate section *(e.g., executive summary)* or integrated within the transmittal letter or other overview sections, or as a separate budget-in-brief document.
2. The document should explain the effect, if any, of other planning processes *(e.g., strategic plans, long-range financial plans, and capital improvement plans)* upon the budget and the budget process.

3. The document shall describe the process for preparing, reviewing, and adopting the budget for the coming fiscal year. It also should describe the procedures for amending the budget after adoption.
4. Charts and graphs should be used, where appropriate, to highlight financial and statistical information. Narrative interpretation should be provided when the messages conveyed by the graphs are not self-evident.
5. The document should provide narrative, tables, schedules, or matrices to show the relationship between functional units, major funds, and non-major funds in the aggregate.
6. The document shall include a table of contents to make it easy to locate information in the document.
7. A glossary should be included for any terminology (including abbreviations and acronyms) that is not readily understandable to a reasonably informed lay reader.
8. The document should include statistical and supplemental data that describe the organization, its community, and population. It should also furnish other pertinent background information related to the services provided.
9. The document should be produced and formatted in such a way as to enhance its understanding by the average reader. It should be attractive, consistent, and oriented to the reader's needs.

1.4. Basis of Budgeting

The basis of budgeting refers to when revenues and expenditures are recognized in the City's accounts. The annual operating budget is prepared on the same basis as the City's Comprehensive Annual Financial Report (CAFR). Government funds use the modified accrual basis of accounting: revenues are recognized when they become measureable and available, and expenditures are generally recognized when the related liability is incurred. Enterprise funds use the accrual basis of accounting: revenues are recognized when they are earned, and expenses are recognized when incurred. The table below lists the Government and Enterprise funds of the City.

Government Funds	Enterprise Funds
General Fund (w/ internal service funds)	Water - Sewer Fund
- Building Replacement Fund	Motor Fuel Tax (MFT) Fund
- Equipment Replacement Fund	Metra-Leased Parking Fund
- IT Replacement Fund	City-Owned Parking Fund
- Health Benefits Fund	
- Risk Management Fund	

- Emergency Communications Fund

Capital Projects (CIP) Fund

Debt Service Fund

CDBG Fund

TIF #1 Fund (Downtown)

TIF #3 Fund (Willie Road)

TIF #4 Fund (Five Corners)

TIF #5 Fund (Perry - Lee)

TIF #6 Fund (Mannheim - Higgins)

1.5. Budget Calendar

The budget process coincides within the fiscal/calendar year (i.e. January 1 to December 31). The City Council and City staff shall observe the following dates to ensure the successful preparation and execution of its operating budget:

March 15 - The City Council shall adopt an Appropriation Ordinance for the current year's budget.

June 15 - The City Council and City staff shall conduct a strategic planning and goal setting review.

August 1 - The City Manager and Finance Director shall conduct a six-month review of the City's budget and fiscal position.

August 15 - The Finance Director shall present the previous fiscal year's Comprehensive Annual Financial Report (CAFR) to the City Council.

August 15 - Documents for budget preparations, which include budget instructions and forms, shall be distributed to City staff.

September 15 - City staff shall submit their budget proposals to the City Manager and Finance Director.

October 15 - The City Manager's proposed budget shall be prepared and distributed to the City Council.

December 15 - The City Council shall adopt a Tax Levy Ordinance for the following year's budget.

1.6. Budget Process

City staff uses a "funding level" approach for budgeting, requiring each department to determine increases to contractual services, commodities and capital expenditures within an established dollar limit. The funding level for each department is determined by reviewing

the previous year's budget, eliminating all one-time expenditures, and then applying a percentage increase or decrease as necessary. Expenditures relating to salaries, benefits, risk management concerns (i.e. worker's compensation, property/liability, and unemployment), and significant service contracts (e.g. garbage, recycling and yard waste contract) are not included in this funding-level approach, but rather, are adjusted according to contractual obligations or financial trend. Department's wishing to include a product or service that can not be allocated within their funding level are required to propose the item via a "budget request."

After each department completes their initial budgets according to the provisions described above, the City Manager and Finance Director meet with each department to review all proposed expenditures. Funding-level and budget-request expenditures are scrutinized based upon need, financial trend, or other opportunities to reduce expenditures and save costs while still providing for City services.

In conjunction with the review of current and proposed expenditures, the City Manager and Finance Director also review current and projected revenues, and projected fund balances. The result of this process culminates with the City Manager presenting the proposed budget to the City Council in a "balanced" package, i.e. the recommended revenues meet or exceeds the recommended expenditures.

The City Council shall determine whether the proposed budget adequately addresses the priorities set in the City's strategic plan and has the final responsibility for adopting the proposed budget and for making the necessary appropriations.

1.7. Control Systems

The Finance Director shall be responsible for maintaining a budgetary control system to ensure the adherence to the adopted budget. The Finance Director will prepare summary reports that compare actual revenues and expenditures to budgeted amounts. These reports shall be provided to the City Manager and City Staff on a monthly basis to assist in the management of day-to-day operations of the City These same reports shall be sent to the City Council on a quarterly basis to keep them informed of the City's overall financial performance.

1.8. Balanced Budget

The City Council shall annually adopt a balanced budget where operating revenues are at least equal to, or exceed, operating expenses. Any increases in expenses, decreases in revenues, or combination of the two that would result in an unbalanced budget shall require a revision to achieve a balanced budget position. The City Council shall consider the revenues derived from the three following sources in achieving a balanced budget:

1. Existing Revenue
2. Increases to Existing Revenue

3. New Revenue

The City Council shall only consider unreserved, undesignated fund balances as a source of revenue in achieving a balanced budget in accordance with the City's Fund Balance Policy.

1.9. Performance Measurement

Where possible, the City will integrate performance measurement, service level, and productivity indicators within the City's budget document.

1.10. Distinguished Budget Presentation Award

Annually, the City shall seek the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award through the submittal and review of the City's Annual Budget Document.

2.1. Purpose

As revenues and expenditures are the key drivers of City operations, the purpose of the City's Revenue and Expenditures Policy is to maintain a consistent provision of public services, provide financial stability in times of economic fluctuation, and ensure revenue and expenditure practices are equitable to those they affect. This policy establishes guidelines in formulating and implementing revenues and expenditures decisions, and incorporates the recommended practices of the Government Finance Officers Association (GFOA) where appropriate.

2.2. Diversification & Stabilization of Revenue

The City shall offset revenue shortfalls through the management of a stable and diverse revenue base. Revenue stability and diversity shall be monitored by measuring performance indicators such as the percent of revenue received from cyclical taxes, the percent of revenue received from any one source, and other related indicators.

The City shall apply non-recurring, one-time revenues only toward the purpose for which the revenue was intended or toward some other non-recurring expenditure (i.e., capital expenditures), and not toward recurring, operational expenditures.

The City Council shall review the following criteria when considering the implementation of a new revenue source:

1. Community Acceptability.
2. Competitiveness – the revenue or tax burden of the City relative to comparable communities.
3. Diversity – the balance of revenue sources that can withstand changes in the business cycle.
4. Efficiency – the cost of administering a tax or fee should bear a reasonable relation to revenues collected, and any new tax or fee should have a minimal effect on private economic decisions.
5. Fairness – the distribution of the City's revenue burden as measured by ability to pay, the benefits received, or the community's definition of the resident's fair share of the revenue burden.

2.3. Estimates of Revenue

The City shall estimate revenues conservatively, using an objective and analytical methodology with the purpose of predicting revenues as accurately as possible while erring on the side of caution. The consistency and reliability of revenue estimates shall be maintained through the use of historical trending and economic forecasting, and by annually comparing estimates to actual year-end results.

2.4. User Fee Revenue

The City implements user fees to cover the cost of services provided for a unique or narrow segment of City services. User fees are typically set at levels to cover 100% of the cost of providing the service, however, the City Council may choose to set a user fee at less than 100% of the service cost and subsidize that service with other revenue, as it deems necessary.

City staff will annually re-evaluate all user fees in relation to the cost of providing the service and recommend to the City Council whether the user fee needs to be increased, decreased, or unchanged based upon the cost of the service.

2.5. Tax Revenue

The City shall seek to keep the property tax rate stable or reduce reliance on the property tax if possible by:

1. Expanding and diversifying the City's tax base through economic development activities.
2. Seeking and developing additional revenue sources.
3. Seeking legislative support for local option taxes.

2.6. Operational Expenditures

The City shall seek to more productively and creatively use its resources, avoid duplication of effort, and control personnel costs as a proportion of the total budget wherever and whenever greater efficiency can be achieved. Examples of how City resources can be maximized are:

1. Encourage the delivery of services by private organizations (privatization) or in concert with other public organizations (intergovernmental cooperation).
2. Seek the implementation of technology and other productivity advancements.
3. Develop and implement effective risk management programs to minimize losses and reduce costs.

2.7. Capital Asset Expenditures

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, minimize future replacement and maintenance costs, and to continue service levels. The replacement and maintenance of capital assets shall not be deferred to future years as a method to expand existing services.

2.8. Pension Expenditures

The City shall fully fund its pension obligations within the resources available each year. Pension contributions shall not be deferred to future years as a method to expand existing services.

3.1. Purpose

The purpose of the City's Capital Improvements Policy is to facilitate the prioritization, financing, coordination, and technical design of major infrastructure projects. This policy establishes guidelines in formulating and adopting the annual Capital Improvement Program (CIP) and Capital Budget, and incorporates the recommended practices of the Government Finance Officers Association (GFOA) where appropriate.

3.2. Capital Project Defined

The CIP includes those projects, which by definition, are expected to have a useful life greater than 10 years and an estimated cost of $100,000 or more. Typically, capital projects include the construction, purchase, or major renovation of buildings, streets, utility systems, purchase of land, or major landscaping projects.

Projects meeting the above definition are typically included in the Capital Projects Fund rather than in the General Fund of the Operating Budgets, with the exception being public facility projects (i.e. police station, fire station, etc.).

3.3. Selecting Projects for the CIP

The following criteria shall be used for evaluating, recommending, and approving CIP projects:

1. Overall fiscal impact of the project.
2. The health and safety impacts of the project.
3. The influence a project has on the City's economic development efforts.
4. The environmental, aesthetic, and social effects on the quality of life in the community.
5. Disruption and inconvenience the project may cause.
6. Equitable distribution of resources in the community.
7. Feasibility.
8. Implications if the project is deferred.
9. Amount of uncertainty of key assumptions used to develop the scope/success of the project.
10. Impact on other capital projects.
11. Legal obligations and mandates.

3.4. Responsibility for Creating the CIP

The CIP is a "snap-shot" representing a five-year period of the Capital Improvement Program. The Director of Engineering, in conjunction with the City Manager and Director of Finance, shall conduct a review of the CIP on an annual basis during the City's annual budget preparation. Each year, this document shall be updated to represent the next five-year window. Completed projects, and projects scheduled to be completed before the end of the fiscal year, will drop from the document, new projects will be added, and other previously programmed projects may be reprioritized.

3.5. Operating Budget Impact Statements in the CIP

The operating impact of proposed capital projects, including personnel, operating expenditures, capital outlay, and debt service, as applicable, shall be considered in preparing the five-year plan.

3.6. Moving Projects from the CIP to the Capital Budget

The Capital Budget, as expressed through the Capital Project Fund, is the current-year spending authority for capital projects and reflects implementation of the CIP. The CIP, in itself, does not impart any spending authority. Projects in the CIP are often developed on project assumptions and rough estimates. City staff shall review key information, such as estimated costs, potential funding sources, and project schedule for each capital proposal prior to submitting them to the City Council for approval as part of the Operating Budget.

3.7. Minimum and Maximum Capital Spending

Decisions made with respect to the minimum and maximum amount spent on the CIP in any given year shall be made in light of the City's overall fiscal condition, the current economic climate (both locally and nationally), and the existing condition of the City's capital assets.

3.8. Definition of Capital Budgeting Fiscal Year

The capital budget fiscal year shall coincide with the City's Operating Budget, which is established as beginning January 1st of each year and ending December 31st of each year.

3.9. Pay-as-you-go vs. Pay-as-you-use

Incurring debt must be taken seriously as it obligates the City to minimum future payments and it may affect the City's ability to issue future debt. The City shall give strong consideration to utilizing current revenues as well as future debt in making capital project decisions.

3.10. Types of Financial Instruments

The nature and amount of the capital projects under consideration generally determines the financing options available, as do projected revenues.

The financing of capital expenditures is categorized as follows:

1. Minor projects – funded from current revenues.
2. Moderate projects – funded from current revenues and reserves, in accordance with fund balance policies.
3. Major projects – funded from bond proceeds, in accordance with debt service policies.

3.11. Remaining Balances

After a project is complete, any remaining balance previously designated for the project shall remain a part of the Capital Projects fund balance in accordance with established fund balance policies.

3.12. Evaluation of Capital Projects

The City shall strive to conduct a post-implementation evaluation of capital projects as a means of identifying valuable lessons learned that might aid in future project implementation efforts. Success as well as failure should be considered. This evaluation process may prove helpful in suggesting improvements that can maximize future returns.

4.1. Purpose

It shall be the objective of the City to maintain an adequate level of financial reserves to guard against disruptions in service and/or dramatic revenue increases through the use of fund balances. Properly maintained fund balances provide the capacity to:

1. Offset unplanned revenues shortfalls.
2. Offset unplanned expenditure increases.
3. Provide a sufficient cash flow for daily financial needs at all times.
4. Reduce debt costs by maintaining (and possibly upgrading) the City's bond rating.
5. Provide greater investment earnings to support annual expenditures.

The City's Fund Balance Policy establishes guidelines in maintaining fund balances in the General Fund, Capital Improvement Program (CIP) Fund, and other operating and capital funds of the City, and also incorporates the recommended practices of the Government Finance Officers Association (GFOA) where appropriate.

4.2. Fund Balance Defined

Fund Balance is defined as the excess of assets over liabilities, which is an unreserved, undesignated resource that remains part of the General Government budget.

4.3. General Fund

The City shall maintain a General Fund balance equal to at least 25% of annually budgeted expenditures. The City Council may designate surplus funds above the 25% level to remain in the General Fund balance or be transferred to other funds based upon fund balance policy requirements or other financial need.

The General Fund balance may drop below the 25% level due to unplanned revenue shortfalls or expenditure increases; or by a planned decision of the City Council to cover extraordinary expenditures or significant revenue shortfalls. Whether planned or unplanned, reductions in the General Fund balance below the minimum 25% level shall be resolved within the shortest feasible period of time through expenditure reductions and/or revenue increases.

4.4. Capital Improvement Program (CIP) Fund

The Capital Improvement Program (CIP) Fund balance shall be maintained at 20% of the five-year average for capital expenditures occurring out of this fund. The City Council may designate surplus funds above the 20% level to remain in the CIP Fund balance to cover anticipated high-cost projects in future years or be transferred to other funds based upon fund balance policy requirements or other financial need.

The CIP Fund balance may drop below the 20% level due to unplanned revenue shortfalls or expenditure increases; or by a planned decision of the City Council to cover extraordinary expenditures or significant revenue shortfalls. Whether planned or unplanned, reductions in the CIP Fund balance below the minimum 20% level shall be resolved within the shortest feasible period of time through expenditure reductions and/or revenue increases.

4.5. Motor Fuel Tax (MFT) Fund

The Motor Fuel Tax (MFT) Fund balance shall be maintained at 20% of the five-year average of annual expenditures occurring out of this fund. The City Council may designate surplus funds above the 20% level to remain in the MFT Fund balance to cover anticipated high-cost projects in future years or be transferred to other funds based upon fund balance policy requirements or other financial need.

The MFT Fund balance may drop below the 20% level due to unplanned revenue shortfalls or expenditure increases; or by a planned decision of the City Council to cover extraordinary expenditures or significant revenue shortfalls. Whether planned or unplanned, reductions in the MFT Fund balance below the minimum 20% level shall be resolved within the shortest feasible period of time through expenditure reductions and/or revenue increases.

4.6. Other Capital Funds

The balances for the various funds supporting the purchase of public facility improvements, vehicles, equipment, and information technology components (according to a designated replacement schedule) shall be maintained at 20% of the five-year average of annual expenditures occurring out of each of these funds. The City Council may designate surplus funds above the 20% level to remain in these fund balances to cover anticipated high-cost projects in future years or be transferred to other funds based upon fund balance policy requirements or other financial need.

These fund balances may drop below the 20% level due to unplanned revenue shortfalls or expenditure increases; or by a planned decision of the City Council to cover extraordinary expenditures or significant revenue shortfalls. Whether planned or unplanned, reductions in these fund balances below the minimum 20% level shall be resolved within the shortest feasible period of time through expenditure reductions and/or revenue increases.

4.7. Debt Service Funds

The Debt Service Fund balance for non-property tax-supported debt shall be maintained at 25% of annually budgeted debt-service expenditures. The City Council may designate surplus funds above the minimum level in the Debt Service Fund to reduce the Debt

Service portion of the non-property tax revenue required to met the annually budgeted debt-service expenditures.

4.8. Pension Funds

State statute requires that the City's Police and Firefighter Pension Funds be 100% funded by 2033. The City shall annually levy, at a minimum, the full amount determined by an annual actuarial study of both the Police and Fire Pension Funds. The Illinois Municipal Retirement Fund (IMRF) is 100% funded annually by the City based upon an annual actuarial study of the IMRF.

4.9. Health Benefits and Risk Management Funds

The Health Benefits and Risk Management Fund balances shall be equal to at least 20% of annually budgeted expenditures. The City Council may designate surplus funds above the 20% level to remain in these fund balances or be transferred to other funds based upon fund balance policy requirements or other financial need.

The Health Benefits and Risk Management Fund balances may drop below the 20% level due to unplanned revenue shortfalls or expenditure increases; or by a planned decision of the City Council to cover extraordinary expenditures or significant revenue shortfalls. Whether planned or unplanned, reductions in these balances below the minimum 20% level shall be resolved within the shortest feasible period of time through expenditure reductions and/or revenue increases.

4.10. Emergency Communications Fund

The Emergency Communications Fund balance shall be equal to at least 20% of annually budgeted expenditures. The Emergency Communications Fund balance may drop below the 20% level due to unplanned revenue shortfalls or expenditure increases; or by a planned decision of the City Council to cover extraordinary expenditures or significant revenue shortfalls. Whether planned or unplanned, reductions in the Emergency Communications Fund balances below the minimum 20% level shall be resolved within the shortest feasible period of time through expenditure reductions and/or revenue increases.

4.11. Water - Sewer Fund

The Water - Sewer Fund balance shall be maintained at 20% of annually budgeted expenditures. The City Council may designate surplus funds above the 20% level to remain in the Water - Sewer Fund balance to cover anticipated high-cost projects in future years or be transferred to other funds based upon fund balance policy requirements or other financial need.

The Water - Sewer Fund balance may drop below the 20% level due to unplanned revenue shortfalls or expenditure increases; or by a planned decision of the City Council to cover extraordinary expenditures or significant revenue shortfalls. Whether planned or unplanned, reductions in the Water - Sewer Fund balance below the minimum 20% level shall be resolved within the shortest feasible period of time through expenditure reductions and/or revenue increases.

4.12. Parking Lot Funds

The City-Owned and Metra-Leased Parking Fund balances shall be maintained at 20% of the five-year average of annual expenditures occurring out of these funds. The City Council may designate surplus funds above the 20% level to remain in the City-Owned and Metra-Leased Parking Fund balances to cover anticipated high-cost projects in future years or be transferred to other funds based upon fund balance policy requirements or other financial need.

The City-Owned and Metra-Leased Parking Fund balances may drop below the 20% level due to unplanned revenue shortfalls or expenditure increases; or by a planned decision of the City Council to cover extraordinary expenditures or significant revenue shortfalls. Whether planned or unplanned, reductions in the City-Owned and Metra-Leased Parking Fund balances below the minimum 20% level shall be resolved within the shortest feasible period of time through expenditure reductions and/or revenue increases.

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	8,246,368	7,221,069	7,477,768	5,840,471	7,956,822	8,583,675
Revenues	46,446,358	49,184,373	52,692,222	56,314,888	55,325,469	56,992,065
Expenditures	(46,352,948)	(49,902,445)	(51,133,901)	(54,515,665)	(53,893,216)	(54,935,148)
Contra Expenses	376,291	369,771	330,241	392,350	358,300	319,375
Transfers In	120,000	2,020,000	180,000	60,000	25,000	2,550,000
Transfers Out	(1,615,000)	(1,415,000)	(1,589,508)	(1,169,588)	(1,188,700)	(1,401,208)
Ending Balance	7,221,069	7,477,768	7,956,822	6,922,456	8,583,675	12,108,759

The General Fund is the principal operating fund of the City. It accounts for all revenues and expenditures of the City, which are not specifically earmarked for special purposes. Departments that receive their funding for operations from the General Fund include the Legislative (Mayor & City Council), City Clerk, City Manager, Legal, Finance, Police, Fire, Engineering, Community Development, and Public Works. Also contained in the General Fund are budgets to fund the operations of the Fire & Police Commission and Overhead Division.

City Code 1-13-06 requires there be a balanced budget, i.e., the beginning fund balance plus revenues minus expenditures must leave a minimum fund balance equal to at least 12% of the total General Fund expenditures.

Revenue by Fund
100 - GENERAL FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810020	PROPERTY TAXES 2003	-53,344	0	0	0	-----
810021	PROPERTY TAXES 2004	-91,704	-50,000	-126,459	0	-----
810022	PROPERTY TAXES 2005	71,109	-50,000	-121,417	0	-----
810023	PROPERTY TAXES 2006	13,476,336	150,000	151,036	0	-----
810024	PROPERTY TAXES 2007	0	14,730,000	14,582,700	0	-----
810025	PROPERTY TAXES 2008	0	0	0	15,171,900	-----
810090	PROPERTY TAXES POLICE PEN	2,210,169	2,450,000	2,450,000	2,612,000	DETERMINED BY ACTUARY
810095	PROPERTY TAXES FIRE PEN	1,765,453	1,875,000	1,875,000	2,125,000	DETERMINED BY ACTUARY
810105	SALES TAX:HOME RULE	1,433,982	1,550,000	1,440,000	1,394,000	-----
810107	UTILITY TAX:ELECTRICITY	1,808,710	1,835,000	1,722,391	1,765,000	-----
810108	UTILITY TAX:NATURAL GAS	701,934	875,000	808,887	800,000	-----
810110	USE TAX:NATURAL GAS	395,482	525,000	435,079	440,000	-----
810202	FRANCHISE FEES-COMCAST	448,435	400,000	383,826	384,000	-----
810204	FRANCHISE FEES-ADT	11,617	12,500	11,365	11,300	-----
810205	FRANCHISE FEES-WD OPEN WS	107,070	85,000	87,318	90,000	-----
810206	FRANCHISE FEES-WOW SUPPRT	17,403	0	17,932	18,100	-----
810300	AUTO RENTAL TAX	72,727	20,000	55,713	70,000	-----
810500	REAL ESTATE TRANSFER TAX	975,339	900,000	674,945	575,000	-----
810510	TELECOMMUNICATION TAX	986,102	1,525,000	2,110,935	3,200,000	6% LOCAL TELECOM TAX
810515	FOOD/BEVERAGE TAX	964,590	945,000	933,756	960,000	-----
810610	HOTEL TAX:BEST WESTERN	44,546	58,500	44,509	52,500	-----
810615	HOTEL TAX:STUDIO PLUS	54,415	75,000	52,327	56,500	-----
810620	HOTEL TAX:DRURY NORTHWSTN	699	650	838	850	-----
810640	HOTEL TAX:TRAVEL LODGE	26,474	0	0	0	MOTEL CLOSED - REDEVELOPED
810650	HOTEL TAX:EXTENDED STAY	76,297	110,000	83,958	85,000	-----
810660	HOTEL TAX:RAND MANOR	3,858	5,500	4,668	5,000	-----
810670	HOTEL TAX:COMFORT O'HARE	67,731	95,000	55,292	62,000	-----
810680	HOTEL TAX:MARRIOTT CRTYRD	325,489	410,000	336,148	352,000	-----
810690	HOTEL TAX:DOUBLETREE	267,858	365,000	320,396	356,000	-----
810695	HOTEL TAX:HILTON	439,175	575,000	501,462	553,000	-----
810700	ROAD & BRIDGE TAX	136,999	142,000	140,000	146,000	-----
TOTAL TAXES		**26,744,951**	**29,614,150**	**29,032,605**	**31,285,150**	
INTERGOVERNMENTAL REVENUE						
810103	SALES TAX	8,480,072	8,700,000	8,137,749	8,200,000	-----
810104	SALES TAX:LOCAL USE TAX	773,085	790,000	860,259	838,000	-----
810800	PERSONAL PROP REPL TAX	1,530,070	1,480,000	1,314,415	1,336,000	-----
820200	ILLINOIS INCOME TAX	5,177,900	4,975,000	5,435,605	5,400,000	-----
821030	LOCAL GRANT:XING GUARDS	5	0	5,655	0	-----
822020	STATE GRANT:POLICE TRNG	12,064	0	6,350	6,000	-----
822030	STATE GRANT:FIRE TRNG	6,681	0	1,834	6,000	-----
822045	STATE GRANT:MISC	11,640	0	40,000	8,360	TOBACCO GRANT
822050	STATE GRANT:MAINT OF HWYS	142,723	0	97,658	97,700	-----
823010	FEDERAL GRANT:US CUSTOMS	37,917	42,000	27,474	38,000	REIMBURSEMENT FOR OT
823050	FEDERAL GRANTS:OTHER	33,953	312,000	1,021,100	254,580	HOLIDAY MOBILIZATION / FAA GRANT - LAND USE STUDY
823055	FEDERAL GRANT: HUD	155,000	0	0	0	-----

Revenue by Fund
100 - GENERAL FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TOTAL INTERGOVERNMENTAL REVENUE		**16,361,109**	**16,299,000**	**16,948,099**	**16,184,640**	
LICENSES						
830100	VEHICLE LICENSES	1,333,760	1,300,000	1,281,000	1,300,000	-----
830200	LIQUOR LICENSES	197,217	205,000	205,000	205,000	-----
830300	BUSINESS LICENSES	551,252	570,000	530,000	530,000	-----
830350	RETAIL GUN SALES LICENSE	1,000	1,000	1,500	1,000	-----
830400	PET LICENSES	8,566	8,400	8,106	8,400	-----
830500	ELECTRICAL CONTR LICENSES	225	500	1,015	1,000	-----
830550	CONTRACTOR LICENSE	0	0	2,444	2,000	-----
830600	CHAUFFEUR LICENSE	1,892	5,500	6,600	6,000	-----
830800	RENTAL UNIT LICENSE	78,558	56,000	71,360	74,000	-----
TOTAL LICENSES		**2,172,468**	**2,146,400**	**2,107,025**	**2,127,400**	
PERMITS						
830700	OCCASIONAL SALE PERMITS	4,907	4,000	3,873	4,000	CITYWIDE GARAGE SALE REDUCED NO. OF PERMITS
840100	BUILDING PERMITS	1,274,362	1,750,000	802,893	800,000	-----
840200	ELECTRICAL PERMITS	181,302	200,000	145,030	130,000	-----
840300	PLUMBING PERMITS	106,891	150,000	79,013	73,000	-----
840400	SEWER PERMITS	67,779	65,000	65,000	65,000	-----
840500	SPECIAL LOAD PERMITS	18,445	12,000	11,630	12,000	-----
840600	CERT OF OCCUPANCY PERMITS	11,100	12,000	6,250	5,000	-----
840700	STREET/UTILITY PERMITS	0	0	0	0	-----
840800	BILLBOARD PERMIT	0	0	0	0	-----
TOTAL PERMITS		**1,664,785**	**2,193,000**	**1,113,689**	**1,089,000**	
FINES						
850101	ORD FINES:DIRECT REMIT	276,864	330,000	312,362	320,000	-----
850103	COMPLIANCE TICKET FINES	31,988	30,000	36,575	35,000	-----
850104	ORD FINES:CIRCUIT COURT	290,705	320,000	254,621	310,000	-----
850105	NON-BONAFIDE POLICE ALARM	41,278	15,000	34,657	36,000	-----
850106	COLLECTIONS:ORD FINES (P)	41,927	38,000	21,388	15,000	-----
850107	COLLECTIONS:COMPLIANCE(C)	237	150	474	200	-----
850108	COLLECTIONS:NB POL ALARMS	110	0	0	0	-----
850109	COLLECTIONS:MISCELLANEOUS	58	0	0	0	-----
850110	NON-BONAFIDE FIRE ALARMS	4,758	1,000	7,850	6,000	-----
850113	VEHICLE BOOT-TICKET FINES	61,928	40,000	32,693	35,000	-----
850114	VEHICLE BOOT-COLLATERAL	122	0	0	0	-----
850115	VEHICLE BOOT-BOOT FEE	10,031	3,000	2,900	3,000	-----
850116	ORD FINES: CIR CRT - DUI	0	0	0	0	-----
850117	ORD FINES: ADMIN ADJ	74,689	80,000	65,368	80,000	-----
850118	SEIZURE & IMPOUNDING FINE	115,490	125,000	113,840	120,000	-----
850119	COURT SUPERVISION FEES	35,069	25,000	40,920	48,000	-----
TOTAL FINES		**985,254**	**1,007,150**	**923,648**	**1,008,200**	
FEES AND SERVICES						

Revenue by Fund
100 - GENERAL FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
850201	COPYING FEE	530	500	316	500	-----
850202	PUBLIC HEALTH TESTING FEE	3,024	3,000	1,744	3,000	-----
850203	SUBDIVISION FEE	6,682	10,000	39,275	10,000	-----
850204	ZONING FEE	32,188	25,000	16,525	15,000	-----
850205	ELEVATOR FEE	37,026	35,000	28,707	35,000	-----
850207	SALE OF MAPS, CODES, ETC	198	250	150	200	-----
850208	IRB VOLUME CAP FEES	48,068	0	0	0	-----
850210	POLICE REPORT COPY FEE	14,389	12,000	13,071	14,000	-----
850211	POLICE PHOTO LAB FEE	278	325	100	250	-----
850212	ANIMAL REDEMPTION FEE	3,272	2,600	2,188	2,600	-----
850214	NONRESIDENT AMBULANCE FEE	332,330	304,000	311,739	310,000	-----
850216	EMPLOYEE TEST FEE REIMB	2,000	0	7,050	0	-----
850218	RESIDENT AMBULANCE FEE	373,273	825,000	851,293	900,000	RESIDENT SERVICE FEE
850219	FAA/SECURITY FEES	90,165	70,000	51,280	70,000	-----
850220	CREDIT CARD PROC FEE	2,125	1,800	1,800	2,200	-----
850221	RECAPTURE FEES	0	0	0	0	-----
850222	MISCELLANEOUS FEES	1,500	2,000	0	1,000	-----
860100	REFUSE COLLECTION	3,187,494	3,150,000	3,328,841	3,350,000	-----
860800	SANI FUND OVERHEAD CHARGE	43,390	45,000	35,000	42,000	-----
890030	RENT	21	13,000	12,567	13,000	-----
890032	RENT- T MOBILE	61,823	64,000	61,823	64,000	-----
890033	RENT-COMMUNITY CAB	3,000	6,000	0	0	-----
890035	RENT-PRIMCO PCS/US CELL	57,468	57,500	53,760	57,500	-----
890036	RENT-AT&T WIRELESS	12,256	11,313	11,313	11,325	-----
890037	RENT-TRANSIT CENTER	2,480	2,300	2,604	2,600	-----
890038	RENT-NEXTEL	82,202	58,000	35,459	60,000	-----
890039	RENT-NEXTEL ELECTRIC	4,013	4,000	4,781	4,000	-----
890046	DPPD SECURITY SERV REIMB	132,367	135,000	85,094	125,000	SCHOOL RESOURCE OFFICER REIMBURSEMENT
TOTAL FEES AND SERVICES		**4,533,561**	**4,837,588**	**4,956,480**	**5,093,175**	

OTHER REVENUE

890010	INTEREST INCOME	188,976	165,000	158,710	150,000	-----
890020	VACATION OF STREETS	30,000	0	0	0	-----
890040	PROPERTY DAMAGE CLAIMS	3,315	2,500	14,170	7,500	-----
890055	REBATE FUEL TAX	8,497	10,000	6,529	7,000	1% COOK COUNTY REBATE PROGRAM
890090	OVER AND SHORT	-0	100	0	0	-----
899900	MISCELLANEOUS REVENUE	-699	40,000	64,514	40,000	-----
TOTAL OTHER REVENUE		**230,088**	**217,600**	**243,923**	**204,500**	

OTHER FINANCING SOURCES

898900	TRANSFER FROM OTHER FUNDS	0	0	0	2,500,000	-----
898904	TRANSFER FROM GEN IMPR FD	180,000	60,000	25,000	50,000	GIS AERIAL PHOTOGRAPHY
TOTAL OTHER FINANCING SOURCES		**180,000**	**60,000**	**25,000**	**2,550,000**	

FUND TOTAL	**52,872,217**	**56,374,888**	**55,350,469**	**59,542,065**

2009 Budget
GENERAL FUND SUMMARY

	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	% Change
Legislative Dept	405,793	394,541	399,058	374,738	-5.0%
City Clerk Dept	371,708	382,700	395,704	219,274	-42.7%
City Manager Dept	2,673,350	2,839,407	2,383,933	3,231,344	13.8%
City Manager	347,040	516,255	336,175	476,231	
Information Technology	464,743	748,389	636,394	807,588	
Legal	477,624	486,665	481,009	693,144	
Media Services	81,402	150,148	114,084	287,396	
Human Resources	817,210	524,530	459,984	496,015	
Health & Human Services	485,331	413,420	356,287	470,970	
Finance Dept	1,026,400	962,741	956,413	937,272	-2.6%
Police Dept	15,279,202	17,190,342	17,244,450	17,612,918	2.5%
Police Administration	798,583	960,774	932,507	784,884	
Uniformed Patrol	8,276,362	9,109,770	9,190,853	9,438,470	
Criminal Investigation	2,812,860	3,291,216	3,280,337	3,528,733	
Support Services	3,391,397	3,828,582	3,840,753	3,860,831	
Fire Dept	13,567,771	14,422,081	14,850,219	15,163,075	5.1%
Fire Administration	942,203	1,029,825	1,039,538	1,062,032	
Emergency Services	12,027,910	12,746,620	13,115,733	13,418,813	
Fire Prevention	597,658	645,636	694,948	682,230	
Police & Fire Commission	126,286	84,790	52,660	122,905	45.0%
Emergency Management Agency	52,833	55,412	51,484	96,132	73.5%
Engineering Dept	973,313	967,109	963,831	778,554	-19.5%
GIS	245,315	259,300	230,200	236,200	-8.9%
Community Development Dept	2,685,213	3,279,082	3,020,221	2,306,333	-29.7%
Building & Code Enforcement	1,470,405	1,505,909	1,487,601	1,475,196	
Planning & Zoning	436,414	887,901	654,136	770,247	
Economic Development	778,394	885,272	878,484	60,890	
Public Works Dept	11,689,068	11,350,818	11,006,419	10,841,404	-4.5%
Building & Grounds	831,280	959,009	902,548	744,023	
Sewers	1,448,704	0	0	0	
Streets Maintenance	1,728,025	1,743,526	1,833,393	2,267,221	
Facilities / Forestry	2,600,659	3,249,208	2,777,079	2,328,702	
Vehicle Maintenance	1,411,054	1,420,343	1,633,822	1,520,710	
Public Works Administration	257,505	323,892	293,922	277,959	
Environmental Services	3,411,841	3,654,840	3,565,655	3,702,789	
Overhead Expenditures	3,296,907	3,104,580	3,169,024	4,096,832	32.0%
Total General Fund Expenditures	**52,393,159**	**55,292,903**	**54,723,616**	**56,016,981**	**1.3%**

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2009 Budget
GENERAL FUND HISTORICAL SUMMARY

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	% Change
Legislative Dept	394,100	376,117	405,793	394,541	399,058	374,738	-5.0%
City Clerk Dept	343,597	349,760	371,708	382,700	395,704	219,274	-42.7%
City Manager Dept	2,206,749	2,668,662	2,673,350	2,839,407	2,383,933	3,231,344	13.8%
City Manager	307,519	412,077	347,040	516,255	336,175	476,231	
Information Technology	465,756	491,371	464,743	748,389	636,394	807,588	
Legal	488,044	398,619	477,624	486,665	481,009	693,144	
Media Services	121,666	133,843	81,402	150,148	114,084	287,396	
Human Resources	402,500	733,772	817,210	524,530	459,984	496,015	
Health & Human Services	421,264	498,980	485,331	413,420	356,287	470,970	
Finance Dept	873,542	937,515	1,026,400	962,741	956,413	937,272	-2.6%
Police Dept	14,934,029	16,612,468	15,279,202	17,190,342	17,244,450	17,612,918	2.5%
Police Administration	668,419	749,650	798,583	960,774	932,507	784,884	
Uniformed Patrol	8,474,436	9,230,979	8,276,362	9,109,770	9,190,853	9,438,470	
Criminal Investigation	2,942,105	3,245,635	2,812,860	3,291,216	3,280,337	3,528,733	
Support Services	2,849,069	3,386,204	3,391,397	3,828,582	3,840,753	3,860,831	
Fire Dept	12,429,412	12,802,979	13,567,771	14,422,081	14,850,219	15,163,075	5.1%
Fire Administration	729,775	787,295	942,203	1,029,825	1,039,538	1,062,032	
Emergency Services	11,198,697	11,571,979	12,027,910	12,746,620	13,115,733	13,418,813	
Fire Prevention	500,940	443,705	597,658	645,636	694,948	682,230	
Police & Fire Commission	22,925	73,445	126,286	84,790	52,660	122,905	45.0%
Emergency Management Agency	85,887	53,135	52,833	55,412	51,484	96,132	73.5%
Engineering Dept	835,978	927,066	973,313	967,109	963,831	778,554	-19.5%
GIS	0	0	245,315	259,300	230,200	236,200	-8.9%
Community Development Dept	2,328,531	2,701,179	2,685,213	3,279,082	3,020,221	2,306,333	-29.7%
Building & Code Enforcement	1,244,756	1,464,798	1,470,405	1,505,909	1,487,601	1,475,196	
Planning & Zoning	413,974	398,765	436,414	887,901	654,136	770,247	
Economic Development	669,801	837,616	778,394	885,272	878,484	60,890	
Public Works Dept	9,394,122	9,590,467	11,689,068	11,350,818	11,006,419	10,841,404	-4.5%
Building & Grounds	645,120	631,304	831,280	959,009	902,548	744,023	
Sewers	1,020,824	1,052,618	1,448,704	0	0	0	
Streets Maintenance	1,497,463	1,398,293	1,728,025	1,743,526	1,833,393	2,267,221	
Facilities / Forestry	2,097,162	2,202,130	2,600,659	3,249,208	2,777,079	2,328,702	
Vehicle Maintenance	1,260,377	1,263,558	1,411,054	1,420,343	1,633,822	1,520,710	
Public Works Administration	242,073	222,718	257,505	323,892	293,922	277,959	
Environmental Services	2,631,103	2,819,846	3,411,841	3,654,840	3,565,655	3,702,789	
Overhead Expenditures	3,836,474	3,076,214	3,296,907	3,104,580	3,169,024	4,096,832	32.0%
Total General Fund Expenditures	**47,685,346**	**50,169,007**	**52,393,159**	**55,292,903**	**54,723,616**	**56,016,981**	**1.3%**

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2009 Budget
GENERAL FUND EXPENDITURES BY CATEGORY

	Salaries	Benefits	Contractual Services	Commodities	Capital Outlay	Transfers	Div Total
Legislative Dept	99,760	133,366	138,962	2,650	-	-	374,738
City Clerk Dept	126,850	51,513	13,211	27,700	-	-	219,274
City Manager	1,653,671	578,965	820,343	163,365	15,000	-	3,231,344
City Manager	353,206	100,251	14,614	8,160	-	-	476,231
Information Technology	355,354	133,333	232,971	79,930	6,000	-	807,588
Legal	312,673	105,965	265,756	8,750	-	-	693,144
Media Services	142,736	51,333	44,927	39,400	9,000	-	287,396
Human Resources	305,146	102,508	74,711	13,650	-	-	496,015
Human Services	184,556	85,575	187,364	13,475		-	470,970
Finance Department	566,358	229,931	107,883	31,400	1,700	-	937,272
Police Department	11,501,889	5,432,666	469,008	209,355	-	-	17,612,918
Police Admin	527,627	232,599	20,208	4,450	-	-	784,884
Uniformed Patrol	6,248,006	3,012,185	154,279	24,000		-	9,438,470
Criminal Investigation	2,295,440	1,134,720	89,298	9,275	-	-	3,528,733
Support Services	2,430,816	1,053,162	205,223	171,630	-	-	3,860,831
Fire Department	9,479,002	5,208,136	304,295	150,750	20,892	-	15,163,075
Fire Admin	671,022	354,143	28,967	7,900	-	-	1,062,032
Emergency Services	8,395,793	4,607,635	258,743	135,750	20,892	-	13,418,813
Fire Prevention	412,187	246,358	16,585	7,100	-	-	682,230
Police & Fire Commission	-	-	118,505	4,400	-		122,905
Emerg MGMT Agency	47,500	8,446	20,786	19,400	-	-	96,132
Engineering Dept	570,255	177,212	23,167	7,920	-	-	778,554
GIS	-	-	234,700	1,500	-		236,200
Community Development	1,343,608	525,081	420,044	17,600	-	-	2,306,333
Building & Code	956,529	398,103	109,964	10,600	-	-	1,475,196
Planning & Zoning	346,731	112,680	306,586	4,250	-	-	770,247
Economic Development	40,348	14,298	3,494	2,750	-	-	60,890
Public Works	3,074,209	1,388,599	4,776,270	1,409,826	192,500	-	10,841,404
Building & Grounds	26,425	10,823	484,835	221,940		-	744,023
Sewers						-	0
Streets Maintenance	1,096,953	481,394	125,830	370,544	192,500	-	2,267,221
Facilities / Forestry	1,211,137	595,045	492,430	30,090		-	2,328,702
Vehicle Maintenance	478,742	207,499	89,397	745,072		-	1,520,710
Public Works Admin	195,377	71,150	6,152	5,280		-	277,959
Environmental Services	65,575	22,688	3,577,626	36,900		-	3,702,789
Overhead Expenditures	-	-	2,946,149	68,850	-	1,081,833	4,096,832
Total General Fund Expenditures	**28,463,102**	**13,733,915**	**10,393,323**	**2,114,716**	**230,092**	**1,081,833**	**56,016,981**

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LEGISLATIVE

OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$394,100	**$376,117**	**$405,793**	**$394,541**	**$399,058**	**$374,738**

The Legislative Department is composed of the Mayor, eight Aldermen, and the Mayor's secretary. Throughout the year, the Legislative Department works to identify community problems and concerns; consider and act on administrative recommendations; and adopt an annual operating and capital budget used to guide the City's day-to-day affairs. In addition, the Legislative Department considers and adopts ordinances and resolutions where appropriate, and holds public hearings when necessary. The Legislative Department is ultimately responsible for establishing goals and policies to address community needs.

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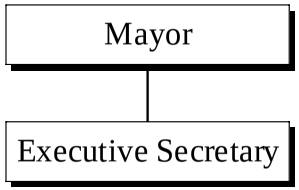
Mayor’s Office



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PERSONNEL EXHIBIT

Department: Legislative | Div: Legislative | Div. No: 0610

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Executive Secretary	1.00	1.00	1.00
Mayor*			
Aldermen*			
Total Full Time Equivalent (FTE) Employees:	1.00	1.00	1.00

*Elected Officials are not counted as part of the City's FTE

FY 2009 Budget WorkSheet

0610 - LEGISLATIVE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	88,049	96,798	89,105	99,010		
910200 - TEMPORARY WAGES	588	750	750	750	FLOATER USED WHEN SECRETARY ON VACATION	750
910500 - VACATION PAY	3,796	0	4,930	0		
910600 - SICK PAY	625	0	705	0		
910700 - HOLIDAY PAY	2,493	0	2,600	0		
910970 - COMPENSATED ABSENCES	2,711	0	0	0		
TOTAL SALARIES	**98,260**	**97,548**	**98,090**	**99,760**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	72	20	20	43		
918020 - EMPLOYER CONTR-F.I.C.A.	6,571	7,405	6,555	7,574		
918021 - EMPLOYER CONTR-I.M.R.F.	6,570	6,662	6,510	6,626		
918030 - EAP PROGRAM	0	20	20	20		
918040 - LIFE INS PREMIUMS	904	1,428	865	692		
918050 - PPO INSURANCE PREMIUMS	98,508	108,435	104,845	111,143		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	6,769	7,458	6,600	6,997		
918070 - WORKERS COMPENSATION	261	268	275	271		
TOTAL BENEFITS	**119,655**	**131,696**	**125,690**	**133,366**		
CONTRACTUAL SERVICES						
920010 - EXPENSES OF THE MAYOR	2,514	2,400	2,400	2,400	PER CITY CODE $200 PER MONTH	2,400
920020 - EXPENSES OF THE ALDERMEN	15,717	14,400	15,000	14,400	PER CITY CODE $150 PER MONTH	14,400
920060 - SPECIAL EVENTS	34,078	10,000	20,000	0		
920110 - PROFESSIONAL SERVICES	75,000	75,000	75,000	75,000	LOBBYIST	75,000
920120 - COMMUNICATION SERVICES	7,535	7,650	6,900	9,460	CELL PHONES FOR MAYOR/ALD	7,850
					TELEPHONE ALLOWANCE MAYOR/ALD	1,610
920202 - CONFERENCES	470	2,500	4,000	0		
920220 - MEMBERSHIP DUES	42,381	41,350	43,717	31,950	NORTHWEST MUNICIPAL CONFERENCE	25,000
					CHAMBER OF COMMERCE	350
					METRO MAYORS CAUCUS	2,100
					DES PLAINES ART COUNCIL	1,000
					CMAP	750
					IML	2,750
920230 - PUBLICATION OF NOTICES	425	0	0	0		
920900 - PROPERTY/LIAB CONTRIB	3,841	4,147	4,147	2,952	INTERNAL SERVICE FUND CHARGE	2,952
930010 - R & M EQUIPMENT	120	200	0	200	R& M MISCELLANEOUS	200
930590 - MISCELLANEOUS EXPENSES	1,903	2,500	2,100	2,000	MISC. LEGISLATIVE EXPENSES -PLAQUES, CERTIFICATES, ETC.	2,000
960070 - TRAVEL EXPENSES	77	1,000	150	600	AUTO/TRAVEL EXPENSES - MEETINGS, MISC.	400
					TOLLWAY I-PASS	200

FY 2009 Budget WorkSheet

0610 - LEGISLATIVE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960990 - MISC CONTRACTUAL SVCS	40	0	4	0		
TOTAL CONTRACTUAL SERVICES	**184,099**	**161,147**	**173,418**	**138,962**		
COMMODITIES						
970100 - OFFICE SUPPLIES	2,290	3,000	800	2,000	OFFICE SUPPLIES	2,000
970270 - PRINTING-REPROD-BINDING	1,059	1,000	60	500	VARIOUS PRINTING ITEMS	500
970620 - SUBSCRIPTIONS & BOOKS	0	150	0	150	SUBSCRIPTIONS & BOOKS	150
970900 - EQUIPMENT <$5,000	430	0	1,000	0		
TOTAL COMMODITIES	**3,779**	**4,150**	**1,860**	**2,650**		
Division Totals	**405,793**	**394,541**	**399,058**	**374,738**		

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CITY CLERK

OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$343,597	**$349,760**	**$371,708**	**$382,700**	**$395,704**	**$219,274**

The Des Plaines City Clerk's Office is a multi-faceted department serving the entire community, including residents and all municipal departments. In addition to specified duties, the City Clerk's Office operates as the municipal resource center of Des Plaines.

The City Clerk retains and administers the corporate seal, keeps all records, attends all meetings of the City Council and maintains a full record of its proceedings as specified in the City Code and the State Statute. The City Clerk is also responsible for coordinating the preparation of agendas for the City Council meetings, and compiling and distributing the bi-monthly City Council agenda packets. The State Statute also specifies that the City Clerk serve on the Board of Local Improvements, which meets when necessary.

In addition, the office is responsible for compiling, distributing and retaining meeting agendas and minutes; maintaining files of ordinances, resolutions, contracts, agreements, deeds, easements, annexations, vacations, legal documents, petitions and bonds; registering voters and carrying out election proceedings; maintaining and distributing the City street key; developing and arranging for the publication of legal notices; codifying ordinances, and proofing and distributing supplements; administering oaths of office; advertising for, developing and recapping bid materials, as well as ensuring bid documents conform to legal requirements; updating a listing of those persons required to file Statements of Economic Interest for the Cook County Clerk's Office along with maintaining a permanent file of Disclosure Statements for all elected officials and pertinent commission and board members as mandated by the City of Des Plaines Ethics Ordinance; updating and selling all code books; microfilming and computerizing records; processing and distributing Freedom of Information requests; and handling citizen inquiries and complaints.

Various requests directed to the City Clerk's Office from the public and City Departments remain consistent throughout the year, with voter registrations and inquiries peaking in major election years. In 2007 the Department registered 120 voters; processed 457 Freedom of Information requests (up from 357 in 2006); updated and distributed two City Code supplements; and published 47 legal notices. In addition, the Office maintains a mailing list of approximately 1,500 vendors divided into specific categories for bidding purposes and a list of some 125 individuals and businesses that receive information regarding City meetings a minimum of twice a month.

Other functions of the City Clerk's Office include the development of other community related fliers and brochures, composing proposals and bid specifications related to public relations projects; composing and taping radio public service announcements; the scheduling of displays in the lobby; the organization of press conferences and ceremonial events such as ribbon cuttings and ground breakings; and the maintenance of newspaper clipping, photos, negatives and digital photograph files.

The office is also active in the planning and promotion of community events, such as the Mayor's Prayer Breakfast, and has been involved with the development, coordination, implementation and promotion of the Clinical Government program with Maine West High School.

2008 MAJOR ACCOMPLISHMENTS

1. A General Primary was held on February 5, 2008 and a Presidential Election on November 4, 2008. The City Clerk's Office worked closely with the Cook County Election Authority to handle the influx in the number of voter registrations, distribute absentee ballots, provide election information and the coordination and publicizing of early voting and Election Day voting at City Hall.

2. The Department continued to provide and maintain a high level of service to the City Departments and the public while always pursuing new and innovative means of meeting the needs of the community.

3. Public Relations promotional efforts have contributed to the success of events such as the Holiday Lighting Ceremony, the Taste of Des Plaines, the July 4th Celebration, the Mayor's Prayer Breakfast, the Pooch, Pet and Pedal Parade, Friday Night Live in Metro Square, the First Lady's Luncheon, and New Year's Eve On The Plaza. Work is currently underway to complete a virtual tour of Des Plaines, through CGI Communications, available through the City's website. This project, along with the development of copy and graphics for the LifeStyle Magazine, will also be completed within 2008.

4. Approximately 500 news items, relative to City and community information and events, were developed and distributed during the past year. Photographs were often included. The ongoing coordination of messages for the Community Events sign (soon to be electronic) continues.

2009 GOALS AND OBJECTIVES

1. A Consolidated Election will be held in April 2009. The offices of Mayor, City Clerk and four Aldermen will be on the ballot. The City Clerk's Office will prepare and distribute Candidate's packets, receive petitions, certify the ballot, prepare results and the official canvass of returns.

2. After the Consolidated Election, an Alderman handbook will be updated and all City of Des Plaines literature and brochures will be updated and reprinted reflecting the elections results.

3. Minutes, ordinances, resolutions and newspaper clippings will be scanned and imported in the City Clerk's Index and Canofile software programs for retrieval of information as required by the Local Records Act. Historic files previously microfilmed will be scanned and then digitalized to preserve the quality of the documents and maintained off-site for security reasons.

4. The City Clerk's Office, in cooperation with on-site GIS personnel, will begin the process of placing the City's Annexation Map in GIS format. The Annexation Map is a detailed map listing City parcels by PIN number and the date each parcel was annexed by ordinance into the City limits. The last update was completed by hand in the 1990's. The Annexation map includes the 1874 Village limits, additional annexations prior to 1920 and all annexations adopted by ordinance through the City Council to date.

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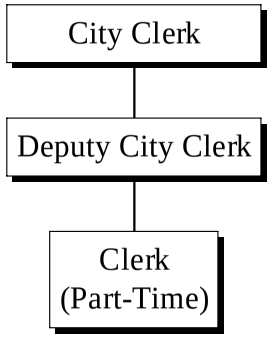
City Clerk's Office



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PERSONNEL EXHIBIT

Department: City Clerk Div: City Clerk Div. No: 0620

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
City Clerk *			
Public Relations Officer	1.00	1.00	0.00
Executive Secretary	1.00	1.00	1.00
Clerk (PT)	1.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	3.00	3.00	2.00

* Elected officials are not counted as part of the City's FTE.

FY 2009 Budget WorkSheet

0620 - CITY CLERK

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	183,452	194,931	179,650	126,850		
910200 - TEMPORARY WAGES	33,718	31,117	35,600	0		
910500 - VACATION PAY	6,492	0	17,925	0		
910600 - SICK PAY	146	0	655	0		
910700 - HOLIDAY PAY	5,261	0	5,720	0		
910950 - EXCESS SICK HRS PAY OUT	0	1,713	1,570	0		
910970 - COMPENSATED ABSENCES	-1,088	1,216	1,216	0		
TOTAL SALARIES	**227,981**	**228,977**	**242,336**	**126,850**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	189	48	48	100		
918020 - EMPLOYER CONTR-F.I.C.A.	17,898	17,293	18,350	9,704		
918021 - EMPLOYER CONTR-I.M.R.F.	21,274	19,688	20,710	9,614		
918030 - EAP PROGRAM	0	48	48	47		
918040 - LIFE INS PREMIUMS	634	518	615	347		
918050 - PPO INSURANCE PREMIUMS	25,244	25,600	29,160	28,408		
918051 - HMO INSURANCE PREMIUMS	0	0	1,645	0		
918055 - DENTAL INSURANCE PREMIUMS	1,316	1,214	570	788		
918070 - WORKERS COMPENSATION	515	627	617	346		
918085 - RHS PLAN PAYOUT	0	2,142	1,960	2,159		
TOTAL BENEFITS	**67,069**	**67,178**	**73,723**	**51,513**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	889	1,300	1,300	750	NEXTEL CELL PHONES	750
920202 - CONFERENCES	2,406	3,600	3,600	0		
920204 - TRAINING	550	800	800	800	MUNICIPAL CLERKS ASSOCIATION - NORTH AND NORTHWEST	800
					PROGRAMS AND MEETINGS	0
920206 - SEMINARS	631	0	0	0		
920220 - MEMBERSHIP DUES	770	1,100	1,100	1,100	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	225
					MUNICIPAL CLERKS OF ILLINOIS	100
					PRSA-PUBLIC RELATIONS SOCIETY OF AMERICA	375
					NORTH & NORTHWEST CLERKS ASSOCIATION	40
					3CMA-PUBLIC RELATIONS ASSOCIATION	360
920230 - PUBLICATION OF NOTICES	6,979	8,000	7,500	7,500	PRINTING OF LEGAL NOTICES, BIDS AND TREASURER'S	7,500
					REPORT IN LOCAL NEWSPAPERS	0
920240 - RECORDS PRESERVATION	3,784	3,900	3,900	0		
920900 - PROPERTY/LIAB CONTRIB	1,622	1,845	1,845	1,461	INTERNAL SERVICE FUND CHARGE	1,461
930010 - R & M EQUIPMENT	597	1,500	500	0		
930030 - R & M VEHICLES	48	100	100	100	CAR WASHES	100
930110 - R & M SOFTWARE	1,605	600	500	0		

0620 - CITY CLERK

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960070 - TRAVEL EXPENSES	1,139	1,300	1,300	1,500	MILEAGE, PARKING, TOLLS	1,500
TOTAL CONTRACTUAL SERVICES	**21,021**	**24,045**	**22,445**	**13,211**		
COMMODITIES						
970100 - OFFICE SUPPLIES	8,124	7,800	8,000	8,000	OFFICE SUPPLIES AND COPY PAPER	8,000
970260 - POSTAGE AND PARCEL	14,740	19,000	15,000	1,500	DAILY POSTAGE AND MISC MAILINGS	1,500
970270 - PRINTING-REPROD-BINDING	31,561	35,000	33,000	17,000	PRINTING COMMUNITY CLUBS, DES PLAINES DIALER,	17,000
					CITY COUNCIL WELCOME, CITY CODE SUPPLEMENTS	0
970620 - SUBSCRIPTIONS & BOOKS	1,212	700	1,200	1,200	NEWSPAPERS (HERALD, JOURNAL, TIMES, CHICAGO TRIBUNE)	1,200
					ILLINOIS MUNICIPAL LEAGUE, STATE STATUTES AND OTHER	0
					MISC. MUNICIPAL PUBLICATIONS	0
TOTAL COMMODITIES	**55,637**	**62,500**	**57,200**	**27,700**		
Division Totals	**371,708**	**382,700**	**395,704**	**219,274**		

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OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$2,206,749	**$2,668,662**	**$2,673,350**	**$2,839,407**	**$2,383,933**	**$3,231,344**

The City Manager's Office is responsible for the overall management of the City's departments and provides other administrative services. The department consists of five divisions: City Manager, Information Technology, Legal, Media Services, Human Resources, and Health & Human Services. Specifically, each division performs the following functions:

City Manager

This division consists of the City Manager, the Assistant City Manager, an Executive Secretary, and an Intermediate Clerk (part-time). The City Manager ensures the implementation of the City Council's goals, policies, and directives; advises and makes recommendations to the Council concerning policy issues; works with all departments to ensure that goals are met and that services are provided within budget and time allocations; establishes and implements management policies that enhance the effectiveness and efficiency of the organization; and provides leadership and support to the department heads and other City staff. This division is also responsible for the preparation, submission and administration of the City's operating and capital budgets; monitoring and evaluating the performance of department heads; responding to citizen complaints and requests for service; and coordinating the preparation of City Council meeting agendas with the City Clerk's Office.

Information Technology

This division consists of the Director of Information Technology (IT) and four IT Specialists. The IT division provides day to day support and also long term strategic planning for the enhancement of citywide computer and communication systems. These systems include Public Safety applications (Police & Fire Departments), Financial and Revenue based applications (Pentamation), Citywide Voice over IP in a LAN/WAN environment, Electronic Mail, Utility, and Code Enforcement Payment system, and a variety of specialized applications used throughout various City departments. The City's network topology consists of a fiber optic backbone supporting over 200 workstations and servers. Remote locations are homed to City Hall via point-to-point T1 communication. On the software end is a blend of Novell, Microsoft and Unix operating systems. This division also supports a fleet of approximately 200 Nextel cellular telephones and 35 cellular broadband mobile applications.

Legal

This division consists of the City Attorney, the Assistant City Attorney, an Executive Secretary and a Law Clerk (part-time). This division operates as an in-house law firm,

serving the elected officials and professional staff by rendering advice, opinion letters, preparing ordinances and resolutions, and conducting the defense of the City in various courts and other disputes. The Legal Division also coordinates the Administrative Hearing Program consisting of hearing building code and non-moving violations ("P" Tickets) and acts as the liaison to the Consumer Protection Commission.

Media Services

This division consists of the Director of Media Services and Media Specialist and is responsible for managing the City's public relations and media operations. In a public relations capacity, this division prepares informative publications such as the annual *Community Clubs and Service Organizations* booklet; *A Guide to Des Plaines Government*; the *Des Plaines Dialer*; the *Directory of Officials and Offices of the City of Des Plaines*; the *Welcome to a Meeting of the Des Plaines City Council* brochure; the quarterly City-wide newsletter, the *Des Plaines Digest*; the quarterly employee newsletter, *Civic Happenings*; and the compact informational City of Des Plaines street map with historic and demographic data. In addition, City news releases (often with accompanying photographs) are developed, composed and distributed from this division. Approximately 500 news items are distributed each year. Several databases of media contacts, as well as other pertinent contacts, are maintained and continuously updated. In a media capacity, this division coordinates the government channel and production facility, handles cable-related complaints, and acts as the webmaster for the City's external and internal web sites.

Human Resources

This division consists of the Director of Human Resources, two Human Resource Specialists, and an Executive Secretary. The Human Resources division administers the City's personnel programs to include: job analysis and classification of positions; recruitment and selection of employees; compensation plan and employee evaluation program; health and medical benefit plan; health, safety, and employee assistance; personnel record keeping; labor contract negotiations and administration; worker's compensation, employee fringe benefits, and unemployment insurance; personnel policies to comply with federal, state and administrative requirements.

Health and Human Services

This division consists of the Director of Health and Human Services, Community Health Nurse, and a Secretary. The Health and Human Services (HHS) division plans and directs a variety of social service and community health programs; provides community outreach, information and referral, and case management; conducts needs assessments and develops care plans; assists in completing forms; coordinates Meals on Wheels, Senior/Disabled Reduced Taxicab program; provides screening for Access to Care Program; and writes Senior Advisor newsletter health and information articles monthly. HHS staff also reviews the funding applications and submits recommendations on the General Fund contributions to social service agencies. HHS also assists in coordinating an after-school program that provides a variety of activities for junior high school students in the community. HHS staff provide health care information and health

education to all Des Plaines citizens; identify and meet community health care needs through referral to available resources to the community; initiate and coordinate health services in the community through stimulating volunteer participation; provides consultation to the private schools; hearing and vision screening outreach programs e.g. Diabetes Support group, provide limited skilled care in the home (under a doctor's order); provide consultation regarding maternal, family and child health, and communicable disease control. HHS staff is involved in the City's Healthy Community Partnership, with four task forces that facilitate the identification, linking, and mobilizing of community assets to benefit all people in Des Plaines. Also included in the HHS division are funds for the Senior citizen discount taxicab transportation program. In addition, this division is responsible for the administration of the HUD grant awarded for the establishment of a teen center and the enhancement of community outreach programs and services provided at the Police Neighborhood Resource Centers.

2008 MAJOR ACCOMPLISHMENTS

City Manager

1. Assistant City Manager: Successfully completed recruitment process for the Assistant City Manager position.

2. Developed financial policies with respect to purchasing, operating budget revenues and expenditures, fund balance, capital projects, etc.

3. Implemented a senior staff agenda review team to review and revise memoranda and other documents for City Council agenda packets.

4. September Flood Event: Successfully led and coordinated City's assistance to residents and businesses during the flood event of September 2008.

Information Technology

5. Director of Information Technology: Successfully completed recruitment process for the Director of Information Technology position.

6. Replaced 40 workstations throughout various City Departments; upgraded 50 City workstations to Microsoft Office 2003 or 2007.

7. Extracted photos and offender information from old Cook County Booking Terminal and developed a new method for Police to access this information.

8. Established pilot project for migrating Microsoft Access database applications to SQL server to provide for faster data entry into the Parking Ticket System.

9. Installed redundant Internet connection – Comcast WorkPlace Extreme.

10. Deployed new centrally-managed Anti-Virus & Anti-Malware tools for all City workstations.

11. Completed technology assessment of servers, applications and workstations as they are used throughout all the Departments.

12. Coordinated with Police Department to facilitate the integration of new digital squad video system into the City's network.

13. Reworked data center to accommodate new server rack and core server switch. Built six new Windows 2008 Servers and establish Active Directory Domain.

Legal

14. Completed the exemptions for properties in the southern most portions of TIF #6 in 2007. Received exemptions in 2008. Revised and completed Redevelopment Agreement with HNI/MHRT for TIF #6. Revised and completed legal descriptions for properties.

15. Continued to improve service and turnaround on projects, depending on complexity, most projects are completed within two to three weeks of receipt. Many are completed within two days.

16. Increased service levels to Mayor, Council, City Manager, and Department heads while achieving new volume levels of work. (560 memos and letters, 193 ordinances and resolutions, hundreds of substantive emails to date.)

17. Set up new e-file folders for office follow up and project delegation.

18. Completed new Illinois Supreme Court mandatory continuing legal education requirements for Assistant City Attorney.

19. Economic Development: Conducted in-depth assistance in the coordination of economic development projects involving redevelopment agreements, economic disclosure statements, etc., to ensure and protect the interests of the City.

Media Services

20. Media Specialist: Successfully completed recruitment process for the Media Specialist position.

21. Audio/Video Upgrades: Upgraded the audio/video capabilities in the Council Chambers, including the implementation of a direct projector link to the camera system and replacement of the microphone system.

Human Resources

22. Labor Relations: Successfully negotiated a four-year labor agreement with AFSCME 3891 (Administrative, Technical & Inspection).

23. Personnel Polices: Expanded personnel polices to address areas of the employment environment not previously covered.

Health & Human Services

24. Meals on Wheels Program: Developed an ACCESS software program to streamline Meals on Wheels billing and client data.

25. Outreach Programs: Served as an outreach site for the ITAC Amplified Phone program, which offers free phones to any Illinois resident with a certified hearing loss and a local residential phone service; developed new procedures for future allocations of the Ministerial Funds; worked with the Des Plaines Healthy Community Partnership in the promotion of healthy lifestyles and increase knowledge of local history/resources through the development of community walking trails; presented "Take Charge of you Health" program that addresses chronic disease self-management to community residents.

26. Staff Development & Training: Conducted team-building meetings to promote unity and establish priorities; utilized a quarterly plan for office, which will include programs and goals for each team member.

2009 GOALS AND OBJECTIVES

City Manager

1. Staff Development and Training: Continue to develop and train senior staff in the principles of leadership and teamwork.

2. Increase organizational accountability through the research and development of an effective organization-wide performance measurement system.

3. Conduct an orientation for newly elected officials.

4. Engage the City Council and senior staff in a strategic planning process and develop an overall strategic plan for the City.

Information Technology

5. Conduct detailed study of SunGard Pentamation Finance Plus and Community Plus to compare the functionality of the software with needs of the City. Depending on the results of this study, develop strategy to fully implement Pentamation or develop RFP for its replacement.

6. Implement virtual server initiative to provide redundancy for existing servers.

7. Implement wireless network and integrated security model at Fire Stations, Public Works and City Hall meeting rooms.

8. Upgrade Cisco Unity Voice over IP telephone system.

9. Replace outdated network switches in data center and key departments.

10. Transition Des Plaines Fire Department application support (FireHouse) from NSECC staff to IT Staff.

11. Replace 40 workstations throughout various City Departments. Some older workstations will be rebuilt and upgraded with salvaged parts.

12. Initiate strategic electronic document program to reduce the amount of physical documents created by staff.

13. Migrate remaining Microsoft Access Database applications into SQL server for all Police Department applications.

Legal

14. Continue to represent the City in court cases, with the exception of federal cases, Worker's Compensation matters, and tort matters which our MICA risk pool attorneys handle.

15. Continue to improve flow of agenda package to insure all documents are accurate and completed before deadlines.

16. Continue to improve consistency in written memoranda.

17. Complete the necessary closing documents for conveyance of the TIF 6 South parcels to HNI/MHRT.

Media Services

18. Work collaboratively with Community and Economic Development to promote and market the City of Des Plaines on a statewide basis.

19. Continue efforts toward the maintenance and expansion of the City's digital photo file, as well as the maintenance and upkeep of the Communications Plan.

20. Centralize and streamline processes that have previously been assigned to the City Clerk's Office and the City Manager's Office into the Media Services division.

21. Research and develop a webstreaming solution for City Council meetings.

22. Continue to assess and enhance information and services provided through the City's website.

Human Resources

23. Evaluate the City's risk management program in conjunction with the City Manager's Office and identify areas for improvement and recommend changes to the program.

24. Continue to review and evaluate Personnel Policies to ensure adequate coverage of all employment issues.

25. Develop welcome packet for new employees with information on employment with the City and the various benefits offered.

26. Review and update employment application for compliance with best practices and improve the overall appearance of the document.

Health and Human Services

27. Continue to improve the efficiency and productivity of HHS through the development of a mission statement and the creation of a procedural manual.

28. Promote various outreach programs by collaborating with external agencies, developing educational programs, and producing information pieces.

29. Continue to develop the Division's emergency disaster response plan.

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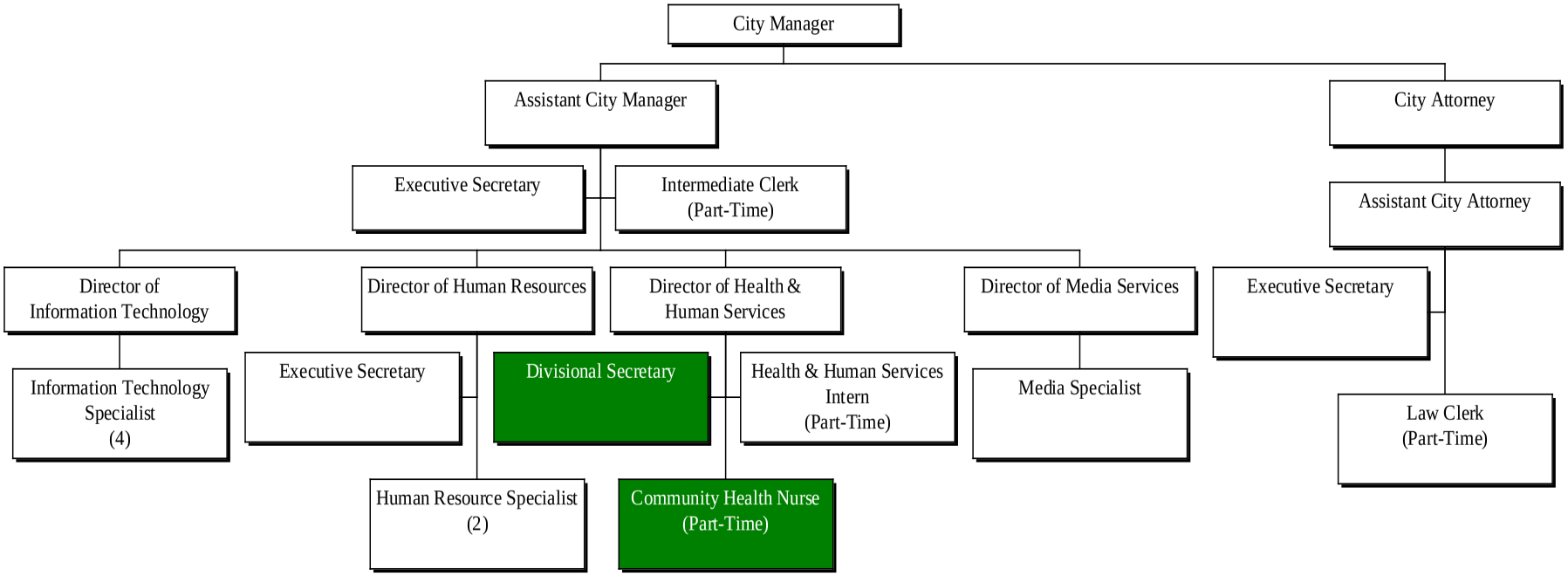
City Manager's Office



AFSCME

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PERSONNEL EXHIBIT

Department: City Manager Div: City Manager Div No: 0631

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
City Manager	1.00	1.00	1.00
Assistant City Manager	0.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00
Intermediate Clerk	0.50	0.50	0.50
Management Intern	0.50	0.50	0.00
Total Full Time Equivalent (FTE) Employees:	3.00	4.00	3.50

FY 2009 Budget WorkSheet

0631 - CITY MANAGER

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	210,495	327,455	183,500	353,206		
910200 - TEMPORARY WAGES	22,142	36,400	36,000	0		
910400 - NON-SUPERVISORY OVERTIME	0	0	0	0		
910500 - VACATION PAY	8,011	0	4,725	0		
910600 - SICK PAY	2,141	0	1,560	0		
910700 - HOLIDAY PAY	3,036	0	7,450	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	0	0		
910970 - COMPENSATED ABSENCES	-15,280	2,700	2,700	0		
TOTAL SALARIES	**230,545**	**366,555**	**235,935**	**353,206**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	155	45	45	101		
918020 - EMPLOYER CONTR-F.I.C.A.	17,500	23,307	16,000	23,675		
918021 - EMPLOYER CONTR-I.M.R.F.	19,994	36,749	24,000	35,780		
918024 - EMPLOYER CONTR-I.C.M.A.	10,000	10,000	10,000	0		
918030 - EAP PROGRAM	0	45	45	48		
918040 - LIFE INS PREMIUMS	295	551	475	551		
918050 - PPO INSURANCE PREMIUMS	12,094	27,335	13,000	11,840		
918051 - HMO INSURANCE PREMIUMS	0	9,501	9,501	25,016		
918055 - DENTAL INSURANCE PREMIUMS	672	1,735	950	2,275		
918070 - WORKERS COMPENSATION	562	1,008	550	965		
918085 - RHS PLAN PAYOUT	22,828	0	0	0		
TOTAL BENEFITS	**84,099**	**110,276**	**74,566**	**100,251**		
CONTRACTUAL SERVICES						
920040 - EXPENSES OF THE MANAGER	1,604	1,000	500	0		
920110 - PROFESSIONAL SERVICES	0	9,000	0	0		
920120 - COMMUNICATION SERVICES	424	1,200	850	1,500	NEXTEL PHONES (2)	1,500
920202 - CONFERENCES	552	4,000	150	0		
920204 - TRAINING	0	1,000	500	750	PROFESSIONAL DEVELOPMENT/CERTIFICATION	750
920206 - SEMINARS	100	0	0	0		
920220 - MEMBERSHIP DUES	2,598	4,200	2,300	2,000	ICMA/ILCMA (2), IAMMA (2)	2,000
920900 - PROPERTY/LIAB CONTRIB	1,410	2,174	2,174	1,364	INTERNAL SERVICE FUND CHARGE	1,364
930590 - MISCELLANEOUS EXPENSES	0	0	0	1,000	MISC EXP RELATED TO CITY BUSINESS	1,000
960070 - TRAVEL EXPENSES	2,101	200	50	200	PARKING, TOLLS, TRAIN TICKETS, ETC.	200
960990 - MISC CONTRACTUAL SVCS	7,592	1,000	0	7,800	STRATEGIC PLANNING	7,500
					ADDITIONAL CONTRACTUAL	300
TOTAL CONTRACTUAL SERVICES	**16,381**	**23,774**	**6,524**	**14,614**		
COMMODITIES						
970100 - OFFICE SUPPLIES	7,124	9,000	5,000	3,000	PAPER, PENS, PENCILS, ETC.	3,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	0		
970190 - UNIFORMS/APPAREL/CLOTHING	0	0	0	500	CITY OF DES PLAINES APPAREL	500

0631 - CITY MANAGER

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970260 - POSTAGE AND PARCEL	779	500	100	250	FEDEX, SPECIAL DELIVERY, ETC.	250
970270 - PRINTING-REPROD-BINDING	5,552	1,200	0	250	PRINT PROJECTS & INFORMATION PACKETS	250
970620 - SUBSCRIPTIONS & BOOKS	1,409	750	1,550	4,160	PROFESSIONAL JOURNALS, PUBLICATIONS, ETC.	1,500
					LEADERSHIP TEXT (30 @ $25)	750
					LEADERSHIP WORKBOOK (15 @ $20)	300
					TEAMWORK TEXT (30 @ $25)	750
					TEAMWORK WORKBOOK (15 @ $20)	300
					PERFORMANCE MEASUREMENT TRAINING PACKAGE	185
					PERFORMANCE MEASUREMENT PARTICIPANT BOOK (15 @ $25)	375
970900 - EQUIPMENT <$5,000	250	0	0	0		
TOTAL COMMODITIES	**15,113**	**11,450**	**6,650**	**8,160**		

CAPITAL EXPENDITURES

980600 - FURNITURE & FIXTURES	903	4,200	12,500	0		
TOTAL CAPITAL EXPENDITURES	**903**	**4,200**	**12,500**	**0**		
Division Totals	**347,040**	**516,255**	**336,175**	**476,231**		

PERSONNEL EXHIBIT

Department: City Manager Div: Information Technology Div. No: 0632

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Director of Information Technology	0.00	1.00	1.00
Information Technology Supervisor	1.00	1.00	0.00
Information Technology Specialist	3.00	3.00	4.00
Total Full Time Equivalent (FTE) Employees:	4.00	5.00	5.00

FY 2009 Budget WorkSheet

0632 - INFORMATION TECHNOLOGY

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	286,118	423,622	291,200	355,354		
910400 - NON-SUPERVISORY OVERTIME	2,482	0	450	0		
910500 - VACATION PAY	16,263	0	19,875	0		
910600 - SICK PAY	4,864	0	4,100	0		
910700 - HOLIDAY PAY	13,298	0	14,400	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	12	0		
910970 - COMPENSATED ABSENCES	-8,853	1,909	1,909	0		
TOTAL SALARIES	**314,172**	**425,531**	**331,946**	**355,354**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	237	68	68	138		
918020 - EMPLOYER CONTR-F.I.C.A.	24,644	25,206	23,900	26,261		
918021 - EMPLOYER CONTR-I.M.R.F.	35,427	42,786	33,105	35,997		
918030 - EAP PROGRAM	0	69	69	65		
918040 - LIFE INS PREMIUMS	818	836	775	632		
918050 - PPO INSURANCE PREMIUMS	71,042	81,200	64,910	65,662		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	4,668	4,257	4,165	3,607		
918070 - WORKERS COMPENSATION	727	1,174	820	971		
918085 - RHS PLAN PAYOUT	0	5,300	40,079	0		
TOTAL BENEFITS	**137,563**	**160,896**	**167,891**	**133,333**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	16,000	0	8,000	UNITY PHONE SWITCH UPGRADE CONS	4,000
					NETWORK OPTIMIZATION FOR VOIP SERVICES	4,000
920120 - COMMUNICATION SERVICES	2,218	20,350	8,600	61,555	NEXTEL PHONES	3,100
					CELL BROADBAND FOR SQUADS (30 @ $540)	16,200
					AT&T DSL (FROM 0657)	1,320
					COMCAST BUSINESS	1,200
					CELL BROADBAND CARD FOR IT (1 @ $540)	540
					CELL BROADBAND CARD FOR CD&E (2 @ $540)	1,080
					CELL BROADBAND CARD FOR PD PROJECT SHIELD	1,500
					DS1 - COOK COUNTY PUBLIC SAFETY NETWORK	7,000
					AT&T GSM DATA CONNECTION (PD TRACKER)	600
					MOBILE DATA COMPUTER ACCESS (POLICE)	23,000
					MOBILE DATA COMPUTER ACCESS (FIRE)	4,000
					METEORLOGIX WEATHER ALERT (EMA)	1,475
					MOBILE BROADBAND FOR IT & FLOATER	540
920202 - CONFERENCES	0	2,000	2,000	0		
920204 - TRAINING	7,123	11,000	7,500	12,500	IT TRAINING (5 @ 2500.00)	12,500

0632 - INFORMATION TECHNOLOGY

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920240 - RECORDS PRESERVATION	0	0	0	46,300	CITY CLERK	4,300
					FISCAL SERVICES	4,400
					PLANNING & ZONING	1,000
					FIRE PREVENTION SERVICES	100
					POLICE & FIRE COMMISSION	5,000
					BLDG & CODE	20,000
					HUMAN RESOURCES	3,500
					POLICE SUPPORT	8,000
920900 - PROPERTY/LIAB CONTRIB	2,177	2,602	2,602	1,826	INTERNAL SERVICE FUND CHARGE	1,826
930010 - R & M EQUIPMENT	0	0	0	34,350	CISCO SMARTNET (FROM 703F)	16,000
					GENERAL FAX, COPIER REPAIRS	450
					HP PLOTTER (GIS)	500
					KIPP 3000 LARGE FORMAT COPIER SCANNER (ENGINEERING)	1,060
					COPIER MAINTENANCE FEES (POLICE ADMIN)	2,200
					COPIER MAINTENANCE FEES (POLICE REPORT WRITING)	1,440
					COPIER MAINTENANCE FEES (FIRE ADMIN)	800
					KIPP LARGE FORMAT COPIER SCANNER (PUBLIC WORKS)	1,400
					COPIER MAINTENANCE FEES (PUBLIC WORKS)	1,000
					PLOTTER (PUBLIC WORKS)	1,700
					COPIER MAINTENANCE FEES (POLICE RECORDS)	7,000
					COPIER MAINTENANCE FEES (EMA)	800
930110 - R & M SOFTWARE	0	63,310	63,310	67,940	SYMANTEC CORP ANTIVIRUS	1,700
					INFORMIX MAINTENANCE (3/41)	4,500
					GENERO (40)	3,100
					GENERO COMPILER	1,325
					FINPLUS (FA-PR-FX-PUR-PCTL-ST-SRC CODE)	25,500
					COMMUNITY PLUS(BL-CR)	4,000
					COGNOS REPORT WRITER	1,250
					EZSPOOLER	750
					SCO UNIX	1,375
					OPTIO	1,400
					BACKUP EXEC SERVER & REMOTE AGENTS	1,400
					CITY CLERK MINUTES INDEXING APPLICATION	600
					ESRI ARCVIEW - 6 LM + 4 SINGLE (GIS)	4,600
					ESRI ARCINFO - 1 LM (GIS)	3,500
					ESRI ARCGIS SERVER (GIS)	2,200
					AUTODESK AUTOCAD (ENGINEERING/CIP)	7,500
					CFA SOFTWARE & SCANNER UPDATES (VEHICLE MAINT)	1,100
					FIREHOUSE UPDATES/TECH SUPPORT (FIRE)	895
					FIREHOUSE CAD INTERFACE TECH SUPPORT (FIRE)	1,245
960065 - BANK FEES	110	0	100	100		

0632 - INFORMATION TECHNOLOGY

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960070 - TRAVEL EXPENSES	0	0	350	250	PARKING, TRAIN, TOLLS, ETC.	250
960990 - MISC CONTRACTUAL SVCS	0	150	0	150	FIRST BANK DEPOSIT BOX	150
TOTAL CONTRACTUAL SERVICES	**11,628**	**115,412**	**84,462**	**232,971**		
COMMODITIES						
970100 - OFFICE SUPPLIES	1,200	1,500	4,000	1,500	OFFICE SUPPLIES	1,500
970115 - SUPPLIES: DEPT/OTHER	0	0	0	77,500	PRINTER/COPIER TONER & INK	75,000
					PROMO FLASH DRIVE (COMM DEV) (250 @ $10)	2,500
970260 - POSTAGE AND PARCEL	102	50	50	50	PARTS RETURNS ETC	50
970900 - EQUIPMENT <$5,000	77	0	45	880	4GB FLASH DRIVES (6 @ $30)	180
					2TB PORTABLE USB DRIVE	700
TOTAL COMMODITIES	**1,379**	**1,550**	**4,095**	**79,930**		
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	0	21,000	21,000	5,000	EQUIP - HOSTING RECORDS DATA	5,000
980420 - COMPUTER SOFTWARE	0	24,000	27,000	1,000	RECORDS MGMT SYSTEM USER LICENSE (20)	1,000
TOTAL CAPITAL EXPENDITURES	**0**	**45,000**	**48,000**	**6,000**		
Division Totals	**464,743**	**748,389**	**636,394**	**807,588**		

PERSONNEL EXHIBIT

Department: City Manager Div: Legal Div. No: 0634

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
City Attorney	1.00	1.00	1.00
Assistant City Attorney	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00
Part time Law Clerk	0.25	0.25	0.25
Total Full Time Equivalent (FTE) Employees:	3.25	3.25	3.25

FY 2009 Budget WorkSheet

0634 - LEGAL

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	228,835	292,100	243,745	302,642		
910200 - TEMPORARY WAGES	3,500	7,488	7,000	7,956		
910400 - NON-SUPERVISORY OVERTIME	786	2,000	0	2,075		
910500 - VACATION PAY	23,090	0	20,000	0		
910600 - SICK PAY	2,068	0	12,030	0		
910700 - HOLIDAY PAY	11,075	0	11,650	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	0	0		
910970 - COMPENSATED ABSENCES	45,136	1,052	1,052	0		
TOTAL SALARIES	**314,490**	**302,640**	**295,477**	**312,673**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	193	49	49	138		
918020 - EMPLOYER CONTR-F.I.C.A.	19,300	20,779	21,250	21,598		
918021 - EMPLOYER CONTR-I.M.R.F.	29,462	30,258	28,125	31,464		
918030 - EAP PROGRAM	0	50	50	65		
918040 - LIFE INS PREMIUMS	713	551	715	551		
918050 - PPO INSURANCE PREMIUMS	38,812	37,686	37,686	38,628		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	2,018	1,698	1,698	1,698		
918070 - WORKERS COMPENSATION	620	850	730	792		
918085 - RHS PLAN PAYOUT	0	0	10,375	11,031		
TOTAL BENEFITS	**91,119**	**91,921**	**100,678**	**105,965**		
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	45,255	60,000	60,000	80,000	OUTSIDE COUNSEL BILLINGS	80,000
920102 - LEGAL FEES: LAND USE	0	0	0	5,000	PLANNING AND ZONING LEGAL FEES	5,000
920103 - LEGAL FEES: LABOR & EMPL	0	0	0	165,000	OUTSIDE COUNSEL FEES FOR LABOR & EMPLY MATTERS	50,000
					FIRE & POLICE COMMISSION	15,000
					ADDITIONAL LABOR AND EMPLOYMENT FEES	100,000
920105 - COSTS OF LITIGATION	5,364	8,000	1,000	0		
920110 - PROFESSIONAL SERVICES	3,600	3,900	3,900	3,900	ADMINISTRATIVE HEARING OFFICER ($300.00 PER SESSION)	3,900
920120 - COMMUNICATION SERVICES	722	1,400	1,200	1,800	COST OF NEXTEL PHONES (2) INCLUDING 1 BLACKBERRY	1,800
920202 - CONFERENCES	1,792	3,200	3,200	3,159	ANNUAL INTERNATIONAL MUNICIPAL LAWYER'S ASSOCIATION	1,100
					CONTINUING EDUCATION REQUIRED BY SUPREME COURT	2,059
920204 - TRAINING	0	0	0	320	ILLINOIS MUNICIPAL LEAGUE ANNUAL LAW REVIEW	250
					BLOOMINGTON IL - ONE DAY SEMINAR	70
920206 - SEMINARS	745	0	0	0		
920220 - MEMBERSHIP DUES	2,787	2,300	2,300	2,300	IMLA ANNUAL DUES FOR CITY ATTORNEY	900

0634 - LEGAL

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920220 - MEMBERSHIP DUES	2,787	2,300	2,300	2,300	CHICAGO BAR ASSOCIATION FOR CITY ATTORNEY	250
					NORTHWEST SUBURBAN BAR ASSOCIATION FOR CITY ATTORNEY	200
					ARDC FOR CITY ATTORNEY	300
					ARDC FOR ASSISTANT CITY ATTORNEY	300
					ILLINOIS STATE BAR ASSOCIATION FOR ASST. CITY ATTORNEY	350
920235 - RECORDING FEES	50	200	150	200	COST OF RECORDING DOCUMENTS	200
920900 - PROPERTY/LIAB CONTRIB	2,242	2,104	2,104	1,877	INTERNAL SERVICE FUND CHARGE	1,877
960070 - TRAVEL EXPENSES	745	1,200	1,200	1,200	TRAIN TICKETS FOR DOWNTOWN COURT APPEARANCES FOR	1,200
					VARIOUS ITEMS ASSOCIATED WITH LITIGATION	0
					MILEAGE FOR COURT APPEARANCES AND MEETINGS	0
960990 - MISC CONTRACTUAL SVCS	331	1,000	1,000	1,000	SERVICE FOR COMPUTER CONSULTANT ON	1,000
					ADMINISTRATIVE HEARING PROGRAM	0
TOTAL CONTRACTUAL SERVICES	**63,634**	**83,304**	**76,054**	**265,756**		
COMMODITIES						
970100 - OFFICE SUPPLIES	1,584	1,800	1,800	2,000	PAPER, PENS, PENCILS, ETC.	2,000
970210 - UPDATING OF LAW LIBRARY	5,472	0	0	0		
970260 - POSTAGE AND PARCEL	107	300	300	250	USUAL POSTAGE SUCH AS CERTIFIED MAIL OR FED EX	250
970620 - SUBSCRIPTIONS & BOOKS	1,219	6,700	6,700	6,500	MONTHLY WESTLAW ACCESS FEE - UNLIMITED USAGE IN DB	5,200
					PERIODIC REPLACEMENT OF OBSOLETE BOOKS	600
					LAWYER'S HANDBOOK	70
					SULLIVAN'S LAW DIRECTORY	130
					OTHER BOOKS AS NEEDED	500
TOTAL COMMODITIES	**8,382**	**8,800**	**8,800**	**8,750**		
Division Totals	**477,624**	**486,665**	**481,009**	**693,144**		

PERSONNEL EXHIBIT

Department: City Manager Div: Media Services Div No: 0635

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Director of Media Services	0.00	0.00	1.00
Media Specialist	0.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	0.00	1.00	2.00

FY 2009 Budget WorkSheet

0635 - MEDIA SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	20,180	54,342	34,900	142,736		
910200 - TEMPORARY WAGES	0	0	0	0		
910400 - NON-SUPERVISORY OVERTIME	0	0	1,311	0		
910500 - VACATION PAY	9,621	0	0	0		
910600 - SICK PAY	0	0	0	0		
910700 - HOLIDAY PAY	724	0	1,510	0		
910970 - COMPENSATED ABSENCES	-3,638	270	270	0		
TOTAL SALARIES	**26,887**	**54,612**	**37,991**	**142,736**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	48	14	14	12		
918020 - EMPLOYER CONTR-F.I.C.A.	2,426	4,157	2,825	10,919		
918021 - EMPLOYER CONTR-I.M.R.F.	3,370	5,489	3,725	14,459		
918030 - EAP PROGRAM	0	14	14	6		
918040 - LIFE INS PREMIUMS	110	143	110	347		
918050 - PPO INSURANCE PREMIUMS	4,677	13,667	3,455	23,551		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	111	632	182	1,649		
918070 - WORKERS COMPENSATION	69	151	95	390		
TOTAL BENEFITS	**10,810**	**24,267**	**10,420**	**51,333**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	0	0	0		
920120 - COMMUNICATION SERVICES	182	700	150	1,950	NEXTEL PHONE	1,950
920202 - CONFERENCES	0	2,200	0	0		
920204 - TRAINING	0	750	0	500	PROFESSIONAL CERTIFICATION PROGRAMS & EVENTS	500
920206 - SEMINARS	64	0	0	0		
920220 - MEMBERSHIP DUES	2,460	2,800	854	2,500	NATOA	700
					IL NATOA	60
					ASCAP	600
					BMI	600
					SESAC	540
920900 - PROPERTY/LIAB CONTRIB	2,662	2,869	2,869	1,677	INTERNAL SERVICE FUND CHARGE	1,677
930010 - R & M EQUIPMENT	633	4,300	500	1,000	CAMERA, EQUIPMENT REPAIR	1,000
930200 - RENTALS & LEASES	0	500	0	250	EQUIPMENT RENTALS FOR EVENTS	250
960070 - TRAVEL EXPENSES	0	50	0	50	PARKING, TOLLS, ETC.	50
960990 - MISC CONTRACTUAL SVCS	33,347	37,000	30,000	37,000	CREW FOR MEETINGS & SPECIAL EVENTS	18,500
					WEBSITE MAINT (MUNIWEB)	18,500
TOTAL CONTRACTUAL SERVICES	**39,347**	**51,169**	**34,373**	**44,927**		
COMMODITIES						
970100 - OFFICE SUPPLIES	697	4,000	500	500	PENS, PENCILS, PAPER	500
970115 - SUPPLIES: DEPT/OTHER	0	0	0	2,000	VIDEO, MEDIA, CONNECTORS, ETC.	2,000

0635 - MEDIA SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970190 - UNIFORMS/APPAREL/CLOTHING	0	200	200	500	UNIFORMS FOR VIDEO CREW	500
970260 - POSTAGE AND PARCEL	5	100	0	16,150	MISCELLAENOUS SHIPPING FOR REPAIR, POSTAGE, ETC	150
					DES PLAINES DIGEST	16,000
970270 - PRINTING-REPROD-BINDING	0	0	0	15,500	DES PLAINES DIGEST PRINTING	12,000
					GOVERNMENT GUIDE	3,500
970620 - SUBSCRIPTIONS & BOOKS	598	300	0	250	TECHNICAL & TRADE PUBLICATIONS	250
970900 - EQUIPMENT <$5,000	3,058	8,000	600	4,500	WIRELESS MICROPHONES	3,000
					PORTABLE PODIUM WITH SMALL PA	1,500
TOTAL COMMODITIES	**4,358**	**12,600**	**1,300**	**39,400**		

CAPITAL EXPENDITURES

980400 - EQUIPMENT	0	7,500	30,000	9,000	REPLACEMENT VIDEO CAMERA	9,000
TOTAL CAPITAL EXPENDITURES	**0**	**7,500**	**30,000**	**9,000**		
Division Totals	**81,402**	**150,148**	**114,084**	**287,396**		

PERSONNEL EXHIBIT

Department: City Manager Div: Human Resources Div. No: 0637

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Human Resources Director	1.00	1.00	1.00
Human Resource Specialist	2.00	2.00	2.00
Executive Secretary	1.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	4.00	4.00	4.00

FY 2009 Budget WorkSheet

0637 - HUMAN RESOURCES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	259,914	278,988	140,000	305,146		
910200 - TEMPORARY WAGES	3,670	0	0	0		
910500 - VACATION PAY	16,216	0	13,820	0		
910600 - SICK PAY	8,706	0	2,545	0		
910700 - HOLIDAY PAY	10,751	0	7,240	0		
910900 - ACT/OUT OF CLASS/PREMIUM	2,138	0	0	0		
910970 - COMPENSATED ABSENCES	6,407	1,184	1,184	0		
TOTAL SALARIES	**307,803**	**280,172**	**164,789**	**305,146**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	158	52	52	135		
918020 - EMPLOYER CONTR-F.I.C.A.	21,800	21,909	11,840	23,344		
918021 - EMPLOYER CONTR-I.M.R.F.	31,806	28,178	16,150	30,911		
918030 - EAP PROGRAM	0	53	53	63		
918040 - LIFE INS PREMIUMS	788	632	420	632		
918050 - PPO INSURANCE PREMIUMS	32,937	41,383	16,715	42,417		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	1,669	1,735	741	1,735		
918070 - WORKERS COMPENSATION	680	773	395	834		
918085 - RHS PLAN PAYOUT	0	2,272	2,253	2,437		
TOTAL BENEFITS	**89,837**	**96,987**	**48,619**	**102,508**		
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	2,209	0	250	0		
920103 - LEGAL FEES: LABOR & EMPL	234,575	50,000	81,000	0		
920105 - COSTS OF LITIGATION	0	0	0	0		
920110 - PROFESSIONAL SERVICES	65,376	12,500	77,200	7,500	HR COMPLIANCE TRAINING	7,500
920120 - COMMUNICATION SERVICES	650	700	75	1,200	NEXTEL PHONE	1,200
920202 - CONFERENCES	0	2,400	0	350	IPELRA CONFERENCE	350
920204 - TRAINING	800	2,000	0	750	HR STAFF TRAINING & DEVELOPMENT	750
920205 - TUITION REIMBURSEMENTS	6,566	15,000	12,000	17,500	CITY-WIDE EMPLOYEE PROGRAM	17,500
920220 - MEMBERSHIP DUES	1,142	800	800	750	IPMA-HR, SHRM, NPELRA/IPELRA	750
920230 - PUBLICATION OF NOTICES	38,865	18,000	28,000	20,000	RECRUITMENT ADVERTISEMENTS, ETC.	20,000
920240 - RECORDS PRESERVATION	4,693	4,000	4,000	0		
920900 - PROPERTY/LIAB CONTRIB	1,862	3,871	3,871	3,211	INTERNAL SERVICE FUND CHARGE	3,211
930010 - R & M EQUIPMENT	0	0	80	0		
930110 - R & M SOFTWARE	0	100	0	100	SOFTWARE LICENSE	100
960040 - EMPLOYEE PHYSICALS	30,177	17,000	15,400	15,250	POST-OFFER EMPLOYEE PHYSICALS & DRUG SCREENS	15,000
					FINGERPRINTING FEES	250
960050 - EMPLOYEE EXAMINATIONS	9,667	3,500	10,325	5,000	WRITTEN SKILL/PSYCHOLOGICAL TESTS FOR JOB APPLICANTS	5,000
960070 - TRAVEL EXPENSES	4,055	3,000	1,850	2,600	CANDIDATE AIRFARE, PARKING, TOLLS, TRAIN,ETC	2,600

0637 - HUMAN RESOURCES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960990 - MISC CONTRACTUAL SVCS	405	500	400	500	CITYTECHUSA.COM	500
TOTAL CONTRACTUAL SERVICES	**401,041**	**133,371**	**235,251**	**74,711**		
COMMODITIES						
970100 - OFFICE SUPPLIES	10,260	8,500	5,000	3,000	PAPER, PENS, PENCILS, ETC.	3,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	5,000	EMPLOYEE RECOGNITION PROGRAM	5,000
970190 - UNIFORMS/APPAREL/CLOTHING	0	300	300	300	CITY SHIRTS & RELATED APPAREL FOR HR STAFF	300
970260 - POSTAGE AND PARCEL	228	600	300	500	POSTAGE AND PARCEL FOR SPECIAL MAILINGS	500
970270 - PRINTING-REPROD-BINDING	1,756	800	1,000	1,850	PRINTING OF APPLICANT HEALTH BENEFITS DOCUMENTS, ETC.	500
					W-2 FORMS, 1099 FORMS	550
					PAYROLL CHECKS	500
					TIME SHEETS	300
970620 - SUBSCRIPTIONS & BOOKS	6,285	3,800	4,725	3,000	FLSA, ADA, COBRA, FMLA, HIPAA, & OTHER LEGAL REPORTS	3,000
970900 - EQUIPMENT <$5,000	0	0	0	0		
TOTAL COMMODITIES	**18,529**	**14,000**	**11,325**	**13,650**		
CAPITAL EXPENDITURES						
980600 - FURNITURE & FIXTURES	0	0	0	0		
TOTAL CAPITAL EXPENDITURES	**0**	**0**	**0**	**0**		
Division Totals	**817,210**	**524,530**	**459,984**	**496,015**		

PERSONNEL EXHIBIT

Department: City Manager | Div: Health & Human Services | Div. No: 0639

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Director of Health and Human Services	1.00	1.00	1.00
Divisional Secretary	1.00	1.00	1.00
Community Health Nurse	0.75	0.75	0.75
Total Full Time Equivalent (FTE) Employees:	2.75	2.75	2.75

FY 2009 Budget WorkSheet

0639 - HEALTH & HUMAN SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	116,331	176,623	151,900	184,556		
910200 - TEMPORARY WAGES	31,325	2,000	2,000	0		
910400 - NON-SUPERVISORY OVERTIME	918	0	918	0		
910500 - VACATION PAY	9,366	0	11,775	0		
910600 - SICK PAY	7,719	0	13,715	0		
910700 - HOLIDAY PAY	6,939	0	7,335	0		
910970 - COMPENSATED ABSENCES	-13,058	81	81	0		
TOTAL SALARIES	**159,541**	**178,704**	**187,724**	**184,556**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	118	36	36	70		
918020 - EMPLOYER CONTR-F.I.C.A.	12,688	13,665	13,110	14,119		
918021 - EMPLOYER CONTR-I.M.R.F.	18,376	17,780	18,420	18,696		
918030 - EAP PROGRAM	0	37	37	33		
918040 - LIFE INS PREMIUMS	554	286	595	347		
918050 - PPO INSURANCE PREMIUMS	33,736	33,399	47,070	48,243		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	2,183	1,965	2,600	2,597		
918070 - WORKERS COMPENSATION	386	495	460	504		
918085 - RHS PLAN PAYOUT	0	0	822	966		
TOTAL BENEFITS	**68,042**	**67,663**	**83,150**	**85,575**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	857	1,200	1,560	2,050	NEXTEL PHONE SERVICE FOR DIRECTOR AND NURSE	2,050
920202 - CONFERENCES	639	3,400	3,000	0		
920204 - TRAINING	968	750	300	500	TRAINING FOR PROFESSIONAL DEVELOPMENT	500
920220 - MEMBERSHIP DUES	755	750	550	750	ASA X2 , IL DEPT OF REG, CLIA, HEARING AND VISION CERT	750
920341 - INSURANCE PREMIUMS (LIAB)	98	100	100	100	PROFESSIONAL LIABLITY INSURANCE FOR NURSE	100
920520 - SUBSIDY:COMMUNTY OUTREACH	6,541	7,600	7,500	7,000	MOW, COMM/HEAL OUTREACH, MRC SP NEEDS	6,000
					INTERN STIPEND	1,000
920540 - SUBSIDY:YOUTH COMMISSION	10,575	13,000	13,000	7,000	ACTIVITIES SPONSORED BY DP YOUTH COMMISSION	7,000
920545 - SUBSIDY:PARK DIST SEN CEN	10,560	0	0	47,300	DP COMMUNITY SENIOR CENTER CONGREGATE MEAL PROGRAM	7,300
					SENIOR CENTER INTERGOVERNMENTAL AGREEMENT	40,000
920550 - SUBSIDY:SOCIAL SERV AGNCY	65,000	75,000	0	75,000	SOCIAL SERVICE FUNDING	75,000
920650 - SUBSIDY:SR CTZEN CAB SERV	27,929	35,000	30,000	35,000	SENIOR DISCOUNT FOR TAXICAB FARES	35,000
920900 - PROPERTY/LIAB CONTRIB	1,952	4,803	4,803	3,264	INTERNAL SERVICE FUND CHARGE	3,264
930010 - R & M EQUIPMENT	4	300	0	250	AUDIOMETER, CHOLESTEROL MACHINE	250
960070 - TRAVEL EXPENSES	204	300	25	150	MILEAGE, TOLLS, PARKING	150
960989 - GRANT CONTRACTUAL SRVS.	106,027	0	0	0	HUD GRANT	0

0639 - HEALTH & HUMAN SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960990 - MISC CONTRACTUAL SVCS	8,173	9,000	9,000	9,000	AFTER SCHOOL PROGRAM AT MIDDLE SCHOOL	8,000
					STERICYCLE	250
					HEALTH PROGRAMS	750
TOTAL CONTRACTUAL SERVICES	**240,283**	**151,203**	**69,838**	**187,364**		
COMMODITIES						
970100 - OFFICE SUPPLIES	6,304	9,500	9,500	3,000	PENS, PENCILS, PAPER, ETC.	3,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	6,000	AFTER SCHOOL PROGRAM SUPPLIES	2,000
					CHOLESTEROL PROGRAM SUPPLIES	3,000
					MRC SUPPLIES	1,000
970190 - UNIFORMS/APPAREL/CLOTHING	467	750	500	500	SHIRTS FOR STAFF & INTERNS	500
970225 - GRANT SUPPLY EXPENDITURES	6,684	0	0	0		
970260 - POSTAGE AND PARCEL	17	100	75	75	POSTAGE	75
970270 - PRINTING-REPROD-BINDING	3,191	3,000	3,000	3,000	BROCHURES,BLOOD PR CARD, HS BOOKLET,TAXI ID CARDS	3,000
970620 - SUBSCRIPTIONS & BOOKS	191	500	500	300	NURSING MAGAZINE, NURSING DRUG HANDBOOK, ASA X2	300
970900 - EQUIPMENT <$5,000	0	2,000	2,000	600	PULSE OXIMETER	300
					BLOOD PRESSURE CUFFS (2)	300
TOTAL COMMODITIES	**16,854**	**15,850**	**15,575**	**13,475**		
CAPITAL EXPENDITURES						
980600 - FURNITURE & FIXTURES	611	0	0	0		
TOTAL CAPITAL EXPENDITURES	**611**	**0**	**0**	**0**		
Division Totals	**485,331**	**413,420**	**356,287**	**470,970**		

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OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$873,542	**$937,515**	**$1,026,400**	**$962,741**	**$956,413**	**$937,272**

The Finance Department's mission is to manage all the City's programs related to general accounting functions. The Department compiles accurate accounting of the City's revenues and expenditures, establishes purchasing policies and procedures for all City Departments, and provides financial analysis on various funds. The Department's goal is to provide the City Council and City Management with the financial information they need to perform their functions efficiently and effectively.

The funding for the Finance Department's two divisions is split between the General Fund and the Water Fund. The General Fund's Fiscal Service Division provides the majority the financial and accounting support to the City. The Water Fund's Fiscal Service Division directs the City's utility related programs. Both divisions are located within the Finance Department on the first floor of the Civic Center.

Reception and initial contact for those calling or visiting City Hall is typically handled by the Finance Department and is one of its many designated responsibilities to assist the public. Also included, but not limited to, are the following duties: administration of over 16,900 utility billing accounts, vehicle and pet licensing, commuter parking permit administration and real estate transfer tax processing.

The Finance Department also manages and monitors many of the rules and regulations governing local business. Examples of some of those responsibilities are the following: registration of over 2,000 businesses, rental unit fee collection, hotel and motel tax collection and motor fuel tax collection.

In addition to providing services and information to City's residents and businesses, the Finance Department primary responsibility is to manage all the City's programs related to general accounting functions. Amongst those duties are the following: revenue collection, cash and investment management of City funds, debt issuance and administration, accounts payable processing, risk management analysis, preparation of the annual audit, preparation of the annual budget, appropriation and tax levy ordinances.

The Finance Department will continue to work with other City Departments to coordinate and improve the information and services provided to external and internal end-users. Samples of these improvements are the following: increasing the amount of information provided on the City's website, providing additional analysis of financial projections for other departments within the City, and increasing the quality and detail level of information imperative to the budget process.

2008 MAJOR ACCOMPLISHMENTS

1) Received the Certificate of Excellence from GFOA for financial reporting in conjunction with the 2006 Comprehensive Annual Financial Report (CAFR).

2) Completed audit and preparation of the 2007 Comprehensive Annual Financial Report (CAFR) by July 31st.

3) Completed the City's first GASB 45 analysis, which is a new Governmental Accounting Standards Board (GASB) requirement that mandates governmental employers to value post employment benefits using the accrual accounting rather than a current obligation, pay-as-you-go approach.

4) Enhanced accounting control procedures in order to help ensure the accuracy and integrity of information reported to end-users such as residents, City Council, and lending institutions.

5) Updated and consolidated accounts within the accounting system's chart of accounts to eliminate redundancy and improve reporting accuracy.

6) Assisted with the creation and implementation of Formal Financial Policies for the City.

7) Created standardized procedures for the preliminary compilation phases of the budget process and conveyed the procedures to staff through training and formal guide booklets.

8) Completed the 2008 Budget process on schedule (i.e. December) and in accord with all regulatory filing requirements. In addition, staff provided the City Council with the most extensive documentation of budget information and conducted more presentations on budget material than in any previous budget process.

9) Increased the level of detailed information provided within the City's Warrant Register.

10) Analyzed and improved the accuracy of Tax Increment Financing District (TIF District) Projections that impact the City's ability to budget and plan large-scale improvement projects.

11) Completed a bond refinancing of Bond Series 2001C, saving approximately $113K.

2009 GOALS AND OBJECTIVES

1. Conduct the annual audit.
    a. Coordinate with IT to increase the quality and capacity of reports.
    b. Improve and/or modify current CAFR layout.
    c. Continue to receive the GFOA Certificate of Excellence.
    d. Implement Phase II of Internal Control documentation based on new Audit Standards.

2. Utilize updated Pentamation modules.
    a. Evaluate the benefit of the Citations Module.
    b. Upgrade the financial reporting system.
    c. Upgrade the Cognos Report Writer.

3. Consolidate the City's utility billing customer database to eliminate redundant information and improve service efficiency.

4. Implement more activity-based costing for centralized activities such as repair and maintenance for buildings and grounds.

5. Analyze expenditures and revenues on a monthly basis to ensure that actual expenditures/revenues are in line with budget forecasts.

6. Improve the Budget Preparation Process by expanding the training and budget procedure booklets provided to staff members.

7. Analyze markets for possible refinancing of bonds to ensure the City's debt service maintains its lowest possible cost.

8. Continue to work with investment consultants on maximizing City's Fund Balances.

9. Develop procedure manuals for all Finance Department positions to provide a clear set of guidelines based on current audit standards.

10. Update current staff position descriptions and implement cross-training within the Department to provide coverage of critical areas as absences arise.

11. Increase the scope of information provided by the Finance Department on the City's Website.

12. Work with IT to increase the convenience for residents to access city services, resources and information.

13. Review current contractual obligations on a cost/benefit basis and research possible alternatives that are more economical.

14. Analyze the current accounting software to access its long-term viability.

15. Create a standardized information packet explaining financial concepts and terminology for newly elected officials to aid them in their work with the public sector.

16. Prepare the 2010 Annual Budget

17. Complete audit and preparation of the 2008 Comprehensive Annual Financial Report (CAFR) by June 30th.

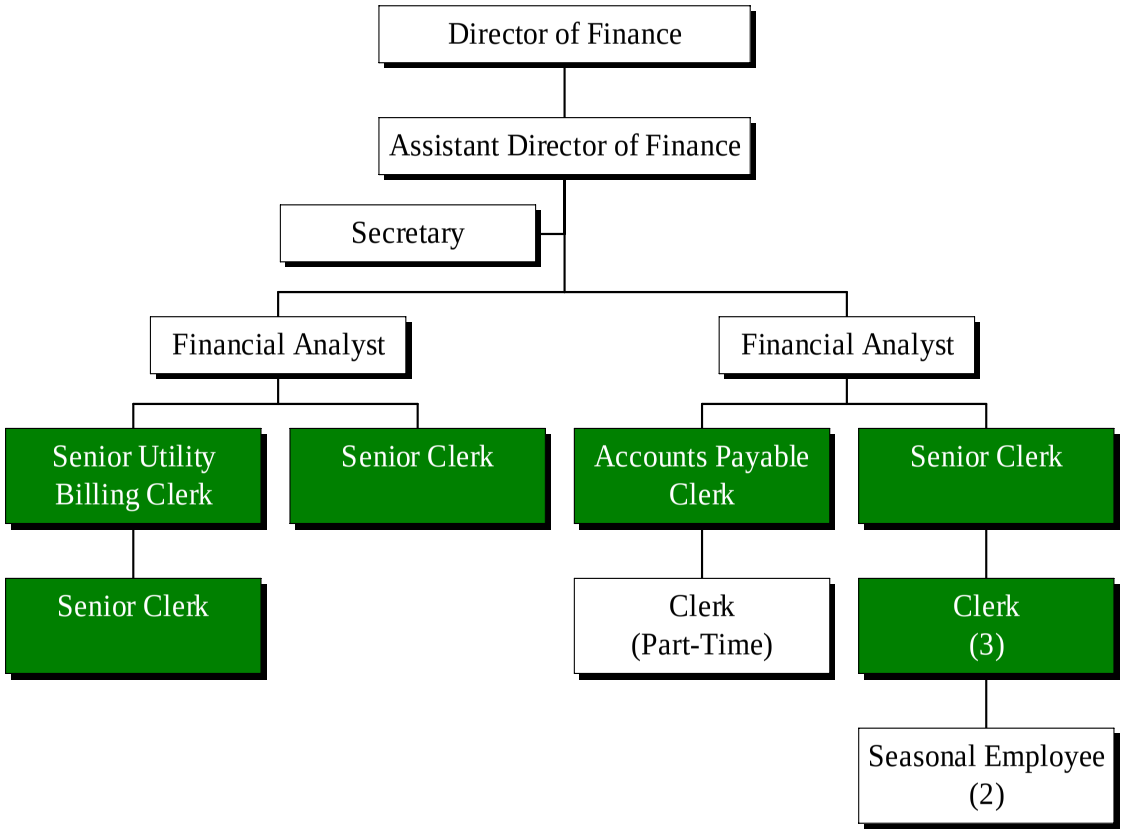
18. Receive the GFOA Distinguished Budget Award for the 2009 Budget.

19. Receive the GFOA Certificate of Achievement for Excellence in Financial Reporting for the 2008 CAFR.

20. Revise and implement the formal purchasing policies of the City.

21. Ensure the Finance Department Staff develops and maintains the needed skill sets for current and future responsibilities.

Finance Department



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FY 2009

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PERSONNEL EXHIBIT

Department: Finance | Div: Fiscal Services/General | Div No: 0651

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Director of Finance	1.00	1.00	1.00
Assistant Director of Finance	0.00	0.00	0.50
Assistant to the Director of Finance	2.00	2.00	0.00
Financial Analyst	0.00	0.00	1.50
Payroll Clerk	1.00	0.00	0.00
Accounts Payable Clerk	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
Senior Clerk	2.00	2.00	1.50
Intermediate Clerk	1.00	0.50	0.00
P/T Clerk	0.00	0.25	0.25
Clerk	2.00	1.50	1.50
Summer Help	0.50	0.50	0.50
Total Full Time Equivalent (FTE) Employees:	11.50	9.75	8.75

FY 2009 Budget WorkSheet

0651 - FISCAL SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	441,247	555,594	416,900	542,508		
910200 - TEMPORARY WAGES	16,682	17,959	17,800	17,762		
910400 - NON-SUPERVISORY OVERTIME	3,959	5,000	8,250	5,188		
910500 - VACATION PAY	23,994	0	34,300	0		
910600 - SICK PAY	15,853	0	9,050	0		
910700 - HOLIDAY PAY	20,460	0	17,800	0		
910900 - ACT/OUT OF CLASS/PREMIUM	840	1,300	1,200	900		
910970 - COMPENSATED ABSENCES	14,921	2,700	2,700	0		
TOTAL SALARIES	**537,956**	**582,553**	**508,000**	**566,358**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	451	75	75	236		
918020 - EMPLOYER CONTR-F.I.C.A.	39,330	42,029	37,400	41,796		
918021 - EMPLOYER CONTR-I.M.R.F.	53,856	57,929	49,200	54,956		
918030 - EAP PROGRAM	0	76	76	111		
918040 - LIFE INS PREMIUMS	1,822	1,612	1,570	1,695		
918050 - PPO INSURANCE PREMIUMS	112,674	53,801	64,480	93,384		
918051 - HMO INSURANCE PREMIUMS	0	49,291	41,310	29,605		
918055 - DENTAL INSURANCE PREMIUMS	7,908	6,021	6,062	6,527		
918070 - WORKERS COMPENSATION	1,171	1,590	1,230	1,531		
918085 - RHS PLAN PAYOUT	0	0	81	90		
TOTAL BENEFITS	**217,211**	**212,424**	**201,484**	**229,931**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	206,098	56,190	161,900	55,400	INDEPENDENT AUDITOR	30,000
					ACTUARY	4,800
					GFOA CERTIFICATE	600
					INVESTMENT MANAGEMENT FEE	6,500
					CONSULTANT SERVICE	10,000
					GASB 45 ANALYSIS	3,500
920120 - COMMUNICATION SERVICES	609	750	1,000	3,400	NEXTEL (DIR, 2AFD, RECEPTION)	3,400
920156 - VEHICLE/PET LICENSE SERVC	17,828	26,000	24,400	25,000	SEC OF STATE VEH LISTING	600
					ANNUAL RENEWAL PRINTING CONTRACT- 3RD MILLENNIUM	18,600
					SOS PROCESSING - 3RD MILLENNIUM	5,800
920202 - CONFERENCES	1,148	7,500	1,900	0		
920204 - TRAINING	102	1,500	1,275	1,500	TRAINING FOR CLERKS, 5 @ $80 EACH	400
					IGFOA TRAINING (3)	1,100
920206 - SEMINARS	150	0	0	0		
920220 - MEMBERSHIP DUES	555	850	825	1,250	GFOA (STANDARD FEE FOR 3 PERSON MEMBERSHIP)	600
					IGFOA (FD, 2AFD)	650
920240 - RECORDS PRESERVATION	3,912	4,500	4,000	0		
920900 - PROPERTY/LIAB CONTRIB	4,197	4,949	4,949	4,033	INTERNAL SERVICE FUND CHARGE	4,033
930010 - R & M EQUIPMENT	0	300	150	200		

0651 - FISCAL SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960065 - BANK FEES	14,368	18,475	15,125	16,500	50% OF CC PROCESSING FEES, USAGE INCREASES	16,500
960070 - TRAVEL EXPENSES	450	150	80	350	MILEAGE, TOLLS, PARKING	350
960990 - MISC CONTRACTUAL SVCS	28	250	100	250		
TOTAL CONTRACTUAL SERVICES	**249,446**	**121,414**	**215,704**	**107,883**		
COMMODITIES						
970100 - OFFICE SUPPLIES	5,116	6,000	5,950	6,000	COPY MACHINE PAPER - 100 BOXES	3,000
					PENS, PENCILS, CLIPS	3,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	350	BUDGET SUPPLIES	350
970180 - VEHICLE/PET LICENSES	7,728	8,700	8,200	8,550	2000 MOTORCYCLE AND 3500 PET LICENSES	700
					55,000 VEHICLE LICENSES, 900 OFFICIAL, 200 WEIGHTS	7,600
					CITY STICKER DESIGN	250
970190 - UNIFORMS/APPAREL/CLOTHING	0	800	800	500	UNIFORMS	500
970260 - POSTAGE AND PARCEL	7,435	11,300	11,250	11,300	BUSINESS LICENSE MAILING	3,000
					VEHICLE STICKER MAILING COSTS	7,900
					OFFICE MAILINGS	400
970270 - PRINTING-REPROD-BINDING	1,452	4,550	4,200	3,700	BUDGET PRINTING/BINDING	1,400
					BUSINESS LICENSE CERTIFICATES - 4,200	750
					A/P CHECKS	850
					RECEIPT FORMS - 3,300	350
					TRANSFER STAMPS - 2,000	350
970620 - SUBSCRIPTIONS & BOOKS	56	1,000	825	1,000	PUBLICATIONS & GFOA REFERENCE MATERIALS	1,000
TOTAL COMMODITIES	**21,787**	**32,350**	**31,225**	**31,400**		
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	0	14,000	0	0		
980600 - FURNITURE & FIXTURES	0	0	0	1,700	OFFICE STOOLS (2 @ $350)	700
					OFFICE CHAIRS (4 @ $250)	1,000
TOTAL CAPITAL EXPENDITURES	**0**	**14,000**	**0**	**1,700**		
Division Totals	**1,026,400**	**962,741**	**956,413**	**937,272**		

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GENERAL FUND OVERHEAD

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Expenditures	2,597,765	2,030,985	2,037,641	2,327,342	2,338,624	3,014,999
Transfers	1,615,000	1,415,000	1,589,508	1,169,588	1,188,700	1,401,208
Contra Expenses	-376,291	-369,771	-330,241	-392,350	-358,300	(319,375)
Total Appropriation	3,836,474	3,076,214	3,296,908	3,104,580	3,169,024	4,096,832

This cost center accounts for several expenditures to the General Fund that cannot be clearly charged to a specific operational division. These expenditure items include citywide telephone service, collection agency charges, postage, stationary, and certain office supplies. Other programs that are included in the Overhead cost center are Flood Rebate and Sewer Lateral.

Inter-fund transfers to the Equipment, Computer and Building Replacement funds are also account here. Furthermore, charges for the Early Retirement Incentives (ERI), Public Safety Employee Benefit Act (PSEBA), and subsidy to the Emergency Communications Fund are also accounted in this cost center.

Beginning in 2002, this cost center started to account for the City's portion of Historical Museum expenditures via an annual subsidy to Historical Museum rather than detailed reimbursed line items.

FY 2009 Budget WorkSheet

0657 - OVERHEAD - GEN FUND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	75,555	83,000	76,000	294,340	TRAIN STATION PAY PHONE ($85/MON)	1,020
					INTERNET DSL ($110 PER DSL)	1,320
					CALL ONE (PRI'S, LONG DISTANCE, T1'S)($25K/MON)	300,000
					NEXTEL TOWER LEASE CREDIT	-10,000
					NEXTEL CHARGES	2,000
920220 - MEMBERSHIP DUES	50	50	50	50	CITYWIDE SAM'S CLUB MEMBERSHIP	50
920410 - SUBSIDY:FLOOD ASSISTANCE	28,671	30,000	39,100	0		
920415 - SEWER LATERAL PROGRAM	47,289	0	0	0		
920420 - SUBSIDY:HISTORICAL MUSEUM	158,670	166,600	166,600	166,600		
920830 - SUBSIDY:TRANSFER TO 911	1,361,867	1,793,592	1,793,592	1,708,470	BASED ON DES PLAINES ONLY COSTS, % OF CALL LOAD	1,637,096
920851 - SUBSIDY:1997 E.R.P. TRANS	14,067	11,782	15,450	0		
920853 - SUBSIDY: 2002 ERP	131,081	39,770	31,275	0		
930010 - R & M EQUIPMENT	550	2,000	1,800	1,600	POSTAGE MACHINE (NEOPOST)	600
					SBC LINE MAINTENANCE (TIME AND MATERIAL)	1,000
930200 - RENTALS & LEASES	0	0	2,967	5,651	POSTAGE MACHINE LEASE	4,451
					POSTAGE METER LEASE	1,200
930530 - SUBSIDY: MEDICARE RETIREE	44,116	33,848	0	26,138		
930590 - MISCELLANEOUS EXPENSES	0	3,500	0	0		
960970 - AMB FEE PROCESSING COSTS	54,155	48,000	105,400	85,000	AMBULANCE BILLING SERVICE FEE	85,000
960975 - FINE/FEE COLLECTION COSTS	18,653	23,000	7,200	23,000	COLLECTION AGENCY FEE FOR SERVICES	23,000
960990 - MISC CONTRACTUAL SVCS	28,936	25,200	25,300	25,300	UTILITY AUDIT FIRM	25,300
960991 - INCENTIVE - MIDWAY KIA	0	0	0	15,000	PER INCENTIVE AGREEMENT	15,000
960992 - INCENTIVE-O'HARE AUTO GRP	0	0	0	110,000	PER INCENTIVE AGREEMENT	110,000
960993 - INCENTIVE-ADVANTAGE CHRYS	0	0	0	150,000	PER INCENTIVE AGREEMENT	150,000
960994 - INCENTIVE-SYSCO FOODS	0	0	0	60,000	PER INCENTIVE AGREEMENT	60,000
960996 - INCENTIVE-WAL*MART	0	0	0	275,000	PER INCENTIVE AGREEMENT	275,000
TOTAL CONTRACTUAL SERVICES	**1,963,661**	**2,260,342**	**2,264,734**	**2,946,149**		
COMMODITIES						
970100 - OFFICE SUPPLIES	7,188	6,500	9,800	2,500	BATTERIES AND OTHER MISC DEPARTMENTAL USE SUPPLIES	2,500
970260 - POSTAGE AND PARCEL	57,848	55,000	58,300	60,000	CITYWIDE POSTAGE COSTS	60,000
970270 - PRINTING-REPROD-BINDING	6,036	5,500	5,500	6,350	#10 ENVELOPES - 60,000	1,100
					#10 WINDOW ENVELOPES - 30,000	800
					LETTERHEAD - 49,500	1,000
					SELF STICK BROWN ENVELOPES 10 X 13 - 8,500	1,000
					SELF STICK BROWN ENVELOPES 6 X 9 - 4,000	500
					SELF STICK 11.5 X 14.5 ENVELOPES - 2,000	500
					#9 RETURN ENVELOPES - 20,000	800
					RETURN RECEIPT REQUEST CARDS - 1,000	650

FY 2009 Budget WorkSheet

0657 - OVERHEAD - GEN FUND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970900 - EQUIPMENT <$5,000	-1,777	0	290	0		
TOTAL COMMODITIES	**69,296**	**67,000**	**73,890**	**68,850**		
CAPITAL EXPENDITURES						
980410 - COMPUTER HARDWARE	4,684	0	0	0		
TOTAL CAPITAL EXPENDITURES	**4,684**	**0**	**0**	**0**		
OTHER FUNDING ACTIVITIES						
920840 - SUBSIDY:TRAN TO EQUP REPL	1,200,000	587,600	587,600	720,000		
920841 - SUBSIDY:TRAN TO FDER FUND	95,000	120,000	120,000	0		
920842 - SUBSIDY:TRAN TO BLDG REPL	80,000	0	0	0		
920843 - SUBSIDY:TRAN TO PDER FUND	0	96,100	96,100	0		
920845 - SUBSIDY:TRAN TO COMP REPL	200,000	350,000	350,000	515,000	TRANSER TO FUND CITYWIDE IT OPERATIONS	515,000
920848 - SUBSIDY: TRAN TO PSEBA	14,508	15,888	35,000	41,208	LIFETIME HEALTH BENEFIT FOR DUTY-RELATED DISABILITY	41,208
991000 - TRANSFER TO OTHER FUNDS	0	0	0	125,000	TRANSFER TO PARKING FUND	125,000
993205 - CONTRA EXP-TIF ADMIN FEE	-58,717	-62,300	-62,300	-64,200	ADMIN FEES FOR STAFF TIME INDEXED TO 3% CPI	-64,200
993213 - CONTRA EXP-TIF #6 ADMIN	-27,350	-28,200	-28,200	-29,050	STAFF ADMIN FEE - 3% CPI INDEX	-29,050
993501 - CONTRA EXP-PRKG ADMIN FEE	-64,174	-68,100	-34,050	-35,075	STAFF ADMIN FEE - 3% CPI INDEX	-35,075
993502 - CONTRA EXP-WATR ADMIN FEE	-180,000	-233,750	-233,750	-191,050	STAFF ADMIN FEE - 3% CPI INDEX	-191,050
TOTAL OTHER FUNDING ACTIVITIES	**1,259,267**	**777,238**	**830,400**	**1,081,833**		
Division Totals	**3,296,907**	**3,104,580**	**3,169,024**	**4,096,832**		

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OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$14,934,029	**$16,612,468**	**$15,279,202**	**$17,190,342**	**$17,244,450**	**$17,612,918**

The primary function of the Police Department is to preserve the peace in a manner consistent with the freedoms secured by the Constitution. The Des Plaines Police Department accomplishes this effort to reduce crime and maintain order by adopting a Community Based Policing philosophy. This philosophy has the Police Department interacting with inter-governmental agencies and forming partnerships with the community to ensure a safe environment for the citizens of Des Plaines.

Police Objectives

Mission

The mission of the Des Plaines Police Department, in cooperation with our community, is to protect life and property, and enhance the quality of life for all of our citizens.

Administrative Division

The Administrative Division makes policy, gives direction, and is responsible for the overall management and philosophy of the Des Plaines Police Department. It is also responsible for the fiscal management of the Police Department, in that the security and safety of the public is provided in an efficient and effective manner.

The Administrative Division is responsible for the policies and procedures that guide Police Department personnel while carrying out their varied functions and duties. The Administrative Commander and his staff are responsible for updating the Police Department's Manual of Orders, Policies and Procedures, and keep the department current with the latest court and legislative decisions. The Administrative Commander also researches, procures, and manages grants for the Police Department. Grant funding allows the Police Department to purchase essential equipment for its officers at no extra cost to the taxpayers.

The Community Policing Coordinator ensures that all Community Based Policing programs are delivered in an efficient manner. This encompasses initiatives such as the Citizens Police Academy, Citizens on Patrol, and Volunteers in Police Service. In addition, the Community Policing Coordinator oversees the preparation of the annual budget for the Police Department.

The Fleet / Technical Services Coordinator manages the entire fleet of police vehicles, from their initial purchase and set-up to routine maintenance and repairs. This includes all electronic equipment such as radios, squad computers, video cameras and radar units.

Patrol Division

The Patrol Division is comprised of uniformed patrol officers. This division is the largest in the Police Department and provides highly visible twenty-four hour police service. Patrol officers are the department's number one contact with the public and play a major role in Community Based Policing.

Patrol officers perform a variety of tasks besides answering calls for service. These tasks include initiatives that are designed to reduce crime, improve traffic safety and provide high visibility patrol to infrastructures that are considered threats to Homeland Security. Patrol officers work in conjunction with investigators / officers assigned to other divisions in order to achieve optimal success. Mission Teams are routinely established to target crimes that plague residential or commercial areas of the City, while seatbelt and school zone traffic initiatives improve safety throughout the community.

Criminal Investigations Division

The Criminal Investigations Division conducts follow-up investigations for crimes that have been reported to the Police Department. This division consists of Detectives, Youth Detectives, Tactical Officers, a School Resource Officer, and a Social Worker. Additionally, two detectives from this division are assigned to Immigration and Customs Enforcement (ICE) and the Drug Enforcement Administration (DEA) as federal drug task force officers.

Detectives work closely with patrol officers and investigators from other communities to exchange information and develop leads to help resolve pending cases. Tactical Officers primarily focus on gang and drug investigations through aggressive enforcement initiatives.

Support Services Division

The Support Services Division provides 'behind the scenes' services that assist in the overall operation of the Police Department. The division is divided into various sections: Records, Training, the Community Service Office, which also encompasses Parking Enforcement and Animal Control, Court Services, Traffic / Special Events, and the Bicycle Unit / Community Action Team.

The Records Section provides statistical data and maintains records for every facet of the Police Department, and coordinates the school crossing guard program, as well. The Training Section is responsible for all department-wide training, including firearms qualification. This section also coordinates the testing and hiring process for new officers. Community Service Officers provide

essential services to the City through parking enforcement and animal control.

The Traffic Unit aggressively monitors citizen complaints of traffic problems. As an active participant in the Illinois Traffic Safety Challenge, this unit is responsible for several initiatives that improve overall traffic safety in the City. Truck overweight enforcement is essential to traffic safety and the overall maintenance of our streets. Additionally, all special events are coordinated through the Traffic/ Special Events Unit to ensure that proper police and volunteer staffing is consistent with traffic control and security needs.

The Bicycle Unit / Community Action Team is a visible presence in the City from an enforcement and public relations perspective. Chronic nuisance abatement investigations are also coordinated by this unit to help improve the quality of life for our residents. Crime Prevention programs such as DARE and Neighborhood Watch have been integrated into this division. This interaction with the community improves communication with our citizens and helps achieve a reduction in crime.

2008 MAJOR ACCOMPLISHMENTS

The Police Department has worked with the City Manager's office to identify a suitable site for a new police facility. An architect has assisted with this process, as several properties in the downtown TIF district have been explored. The City Council also supports the decision to build a new facility.

A committee within the Police Department continues to develop the wireless reporting project that began in 2007. A software consultant has spent the year designing a new report-writing format that is currently used at terminals within the police station. This new format has improved the quality of reports generated by officers for cases that are presented in court. Officers have also been encouraged to provide input to improve the process, which has simplified our ability to document pertinent information without duplicating data entry. Wireless technology for the squad cars was delayed to allow the newly hired Director of Information Technology to review the project and offer input.

Crime prevention programs were reviewed throughout the year for effectiveness and sustainability. The Crime Free Housing program was implemented on a voluntary basis, and several landlords have taken advantage of this prevention tool. The Chronic Nuisance Abatement ordinance was also amended to assist with the enforcement of persistent problems. Additionally, the Senior Citizen Police Academy was formed as a resource to help prevent senior citizens from being victimized. Two separate senior academies were presented this year. The Police Department continues to be active with the Maine Community Youth Assistance Foundation in the fight to prevent underage drinking. A month-long initiative - Parents Who Host, Lose the Most, resulted in the distribution of over 20,000 pieces of awareness literature during the prom / graduation time period.

Traffic enforcement programs continue to be an important tool for traffic safety. Each year, the Police Department strives to increase arrests for Driving Under the Influence. It is also our belief that a significant number of arrests for underage drinking have prevented teens from driving drunk. Seat belt and school zone speed violations have been emphasized, as well. A brochure was developed and distributed by the Traffic Unit to make parents more aware of the importance of traffic safety around school grounds. The crossing guard program was also revitalized to offer more training, better equipment, and improved communication with the Police Department.

Leadership development was heavily emphasized, as several different training opportunities took place this year. The Police Department continued to send supervisors to Northwestern University's School of Police Staff and Command, and had two sergeants complete this class in 2008. In-service training specifically targeted supervisory critical incident response as first line supervisors, and was accomplished through participation in reality-based training scenarios. The command staff completed the FEMA-ICA 300 level course, along with other citywide personnel. All supervisors/ command staff attended Leadership Skills for Challenging Times, and recently promoted supervisors received specific training as outlined by our departmental standards.

2009 GOALS AND OBJECTIVES

New Police Facility Project

- Acquire property
- Develop architectural design

Information Technology Development for Police Operations

- Continue assessment and implementation of wireless reporting
- Research security cameras at strategic locations
- Records management software development

Risk Management Assessment

- Review Police Department safety operations/ injuries
- Amend policies/ implement training, as needed

Improve Administrative Hearing Program

- Establish committee to review procedures
- Add ordinance violations (i.e. truck overweight violations, underage drinking, etc.)
- Develop red light camera procedures

Enhance Parking Enforcement in the Downtown Area

- Explore alternative enforcement methods for Metro Square, commuter lots

Improve Response for Animal Control Problems

- Train Community Service Officer for handling specific problems (trap/ relocate issues, skunk issues)

Explore Alternative Gang Enforcement Strategies

- Strong initiatives to eradicate gang activity

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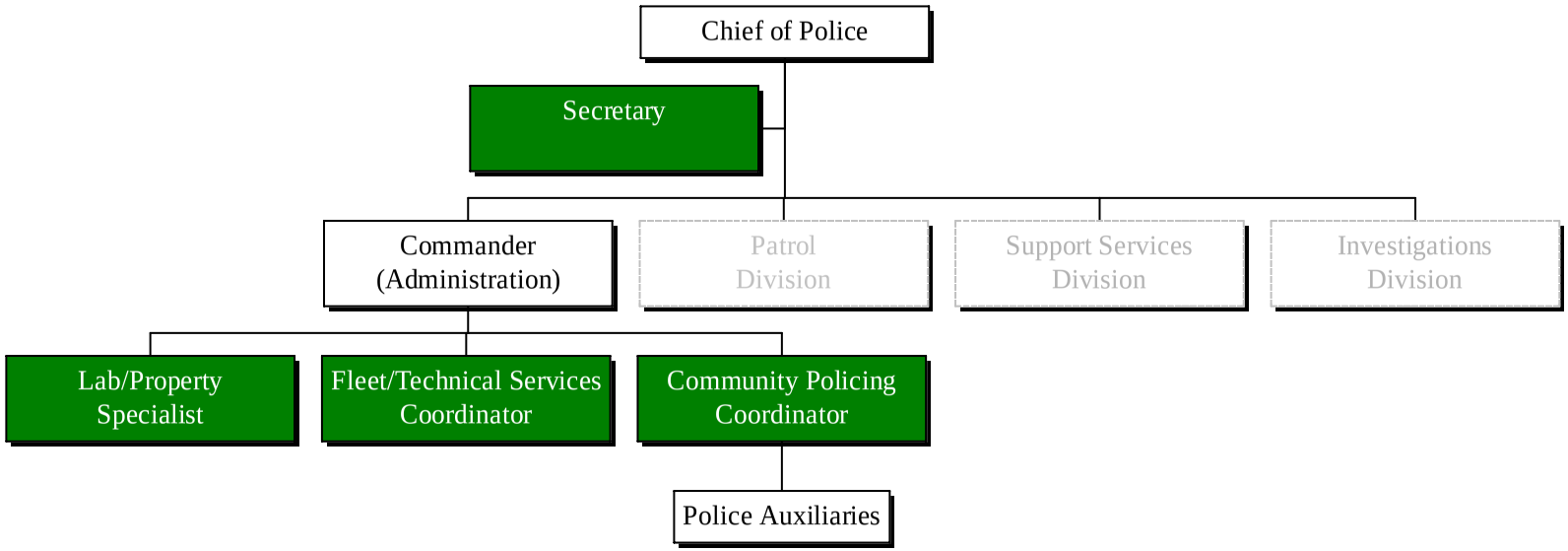
Police Department – Administration



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FY 2009

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PERSONNEL EXHIBIT

Department: Police | Div: Police Administration | Div. No: 1211

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Chief	1.00	1.00	1.00
Administrative Commander	1.00	1.00	1.00
Community Policing Coordinator	1.00	1.00	1.00
Patrolman/SP (DARE, Crime Prevention)	1.00	1.00	0.00
Secretary/Police	1.00	1.00	1.00
Fleet Services Manager	1.00	1.00	1.00
Lab/Property Specialist	1.00	1.00	1.00
Intermediate Clerk	1.00	1.00	0.00
Total Full Time Equivalent (FTE) Employees:	8.00	8.00	6.00

FY 2009 Budget WorkSheet

1211 - POLICE ADMINISTRATION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	455,836	607,104	483,125	518,808		
910200 - TEMPORARY WAGES	0	0	0	0		
910300 - SUPERVISORY OVERTIME	8,983	0	117	0		
910400 - NON-SUPERVISORY OVERTIME	11,346	8,500	7,930	8,819		
910450 - SECONDARY EMPLOYMENT	2,240	0	2,320	0		
910500 - VACATION PAY	47,128	0	36,785	0		
910600 - SICK PAY	11,316	0	42,100	0		
910700 - HOLIDAY PAY	23,290	0	23,500	0		
910800 - COURT PAY	0	0	0	0		
910900 - ACT/OUT OF CLASS/PREMIUM	60	0	0	0		
910970 - COMPENSATED ABSENCES	-30,113	5,373	5,373	0		
TOTAL SALARIES	**530,085**	**620,977**	**601,250**	**527,627**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	372	109	109	232		
918020 - EMPLOYER CONTR-F.I.C.A.	20,940	23,079	20,425	20,480		
918021 - EMPLOYER CONTR-I.M.R.F.	27,749	28,920	26,300	27,120		
918022 - EMPLOYER CONTR-POLICE PEN	40,812	92,333	92,333	73,934		
918030 - EAP PROGRAM	0	110	110	109		
918040 - LIFE INS PREMIUMS	1,536	1,256	1,452	979		
918050 - PPO INSURANCE PREMIUMS	89,684	85,867	86,040	67,790		
918051 - HMO INSURANCE PREMIUMS	0	13,770	13,770	14,803		
918055 - DENTAL INSURANCE PREMIUMS	6,375	6,462	5,815	4,760		
918070 - WORKERS COMPENSATION	7,684	10,990	9,935	9,223		
918080 - UNIFORM ALLOWANCE	2,475	3,150	3,175	2,450		
918085 - RHS PLAN PAYOUT	38,891	14,252	12,344	10,719		
TOTAL BENEFITS	**236,517**	**280,298**	**271,808**	**232,599**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	25,000	25,000	0		
920120 - COMMUNICATION SERVICES	3,619	3,750	4,300	6,110	DEPARTMENTAL CELL PHONES	5,150
					DEPARTMENTAL PAGERS	960
920202 - CONFERENCES	2,498	4,200	4,000	0		
920204 - TRAINING	3,514	1,550	1,550	2,300	NORTHWEST POLICE ACADEMY	1,500
					SENIOR MANAGEMENT LEADERSHIP PROGRAM	800
920220 - MEMBERSHIP DUES	1,555	1,825	1,825	1,725	NORTH SUBURBAN ASSOCIATION OF CHIEFS	50
					LAKE COUNTY CHIEFS OF POLICE	25
					INTERNATIONAL ASSOC OF CHIEFS OF POLICE - INTERNET	1,100
					ILLINOIS ASSOC OF CHIEFS OF POLICE (CHIEF OF POLICE)	225
					SAM'S CLUB (5 OFFICERS)	150
					INT ASSOC OF CHIEFS OF POLICE (CHIEF OF POLICE)	100
					NORTHERN DIVISION FBI ASSOCIATION	75

1211 - POLICE ADMINISTRATION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920900 - PROPERTY/LIAB CONTRIB	7,348	14,774	14,774	9,923	INTERNAL SERVICE FUND CHARGE	9,923
960070 - TRAVEL EXPENSES	114	150	100	150	MILEAGE, TOLLS, PARKING	150
TOTAL CONTRACTUAL SERVICES	**18,648**	**51,249**	**51,549**	**20,208**		
COMMODITIES						
970100 - OFFICE SUPPLIES	9,127	6,000	6,000	3,500	STATIONERY COPY PAPER, PENS, PENCILS	3,500
970115 - SUPPLIES: DEPT/OTHER	0	0	0	0		
970260 - POSTAGE AND PARCEL	226	250	500	450	STAMPS, SHIPPING, PACKAGE DELIVERY, POSTAGE METER	450
970270 - PRINTING-REPROD-BINDING	1,412	2,000	1,000	0		
970850 - GASOLINE	2,567	0	400	500	GASOLINE	500
TOTAL COMMODITIES	**13,333**	**8,250**	**7,900**	**4,450**		
Division Totals	**798,583**	**960,774**	**932,507**	**784,884**		

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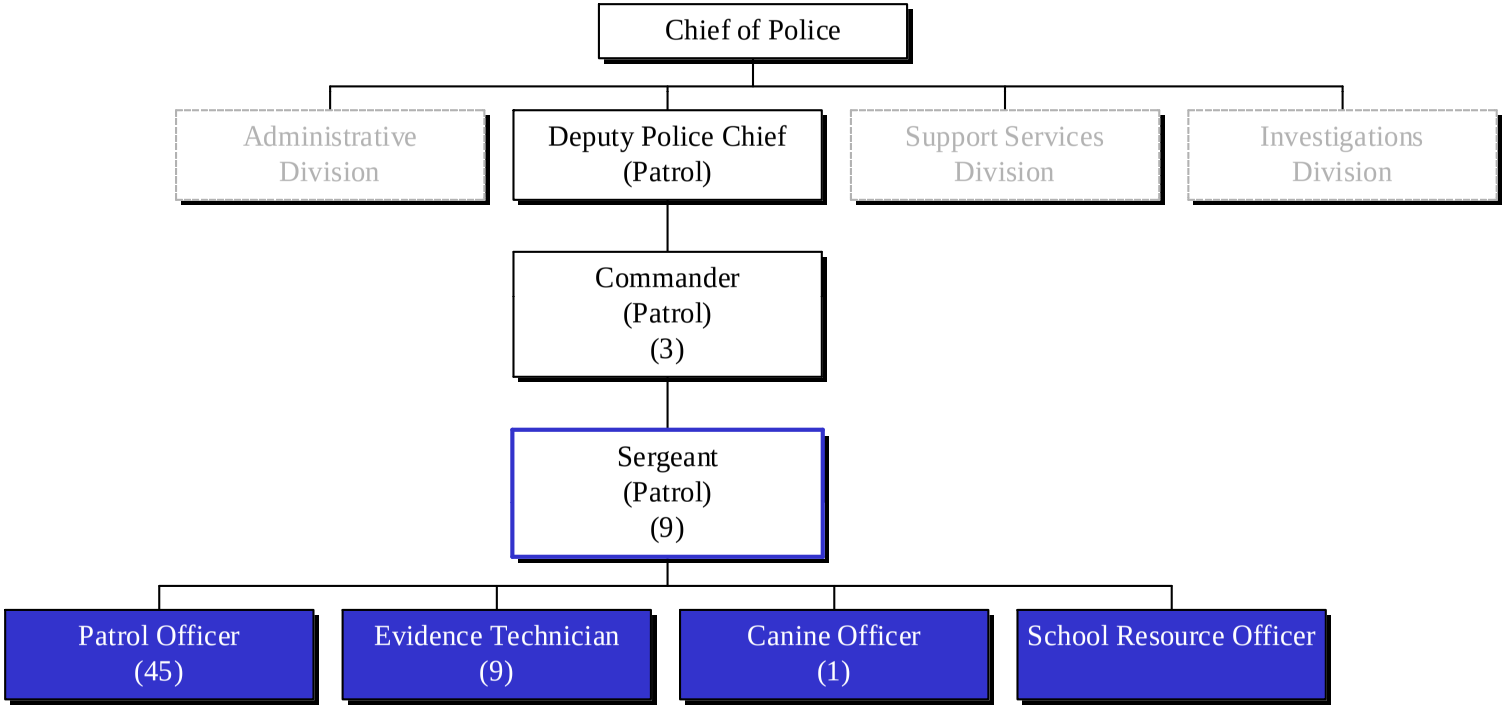
Police Department – Uniformed Patrol



MAP 241

MAP 240

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PERSONNEL EXHIBIT

Department: Police | Div: Uniformed Patrol | Div. No: 1212

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Deputy Chief	1.00	1.00	1.00
Commander	3.00	3.00	3.00
Sergeant/UP	9.00	9.00	9.00
Patrolman/SP (9 ET, 1 Canine)	10.00	10.00	10.00
Patrolman/UP	46.00	45.00	45.00
Total Full Time Equivalent (FTE) Employees:	69.00	68.00	68.00

1212 - POLICE UNIFORMED PATROL

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	4,409,760	5,367,578	4,679,525	5,613,131		
910200 - TEMPORARY WAGES	0	0	0	0		
910300 - SUPERVISORY OVERTIME	62,624	30,000	60,000	51,125	OT	31,125
					GANG ACTIVITY SUPPRESSION OT	20,000
910400 - NON-SUPERVISORY OVERTIME	236,308	250,000	364,000	324,375	OT	259,375
					GANG ACTIVITY SUPPRESSION OT	65,000
910450 - SECONDARY EMPLOYMENT	35,520	26,000	22,650	26,000		
910500 - VACATION PAY	323,741	0	316,350	0		
910600 - SICK PAY	48,143	0	39,575	0		
910700 - HOLIDAY PAY	313,794	0	313,125	0		
910800 - COURT PAY	177,113	175,000	182,025	181,500		
910900 - ACT/OUT OF CLASS/PREMIUM	39,934	50,000	40,000	51,875		
910970 - COMPENSATED ABSENCES	-301,544	26,352	26,352	0		
TOTAL SALARIES	**5,345,391**	**5,924,930**	**6,043,602**	**6,248,006**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	4,331	1,272	1,272	2,341		
918020 - EMPLOYER CONTR-F.I.C.A.	63,449	60,532	69,400	65,030		
918021 - EMPLOYER CONTR-I.M.R.F.	0	0	0	0		
918022 - EMPLOYER CONTR-POLICE PEN	1,365,171	1,555,167	1,555,167	1,652,772		
918030 - EAP PROGRAM	0	1,282	1,282	1,103		
918040 - LIFE INS PREMIUMS	13,488	10,816	13,725	10,951		
918050 - PPO INSURANCE PREMIUMS	917,353	847,423	798,350	845,995		
918051 - HMO INSURANCE PREMIUMS	0	115,258	128,725	118,579		
918055 - DENTAL INSURANCE PREMIUMS	57,432	54,872	54,315	54,310		
918070 - WORKERS COMPENSATION	114,253	143,194	136,260	133,995		
918080 - UNIFORM ALLOWANCE	55,500	52,800	53,125	53,225		
918085 - RHS PLAN PAYOUT	25,524	73,372	73,908	73,884		
TOTAL BENEFITS	**2,616,502**	**2,915,988**	**2,885,529**	**3,012,185**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	11,904	14,700	15,000	16,200	DEPARTMENTAL CELL PHONES	9,500
					NORTHERN ILLINOIS POLICE ALARM LANGUAGE LINE	3,000
					DEPARTMENTAL PAGERS	3,700
920202 - CONFERENCES	3,710	6,100	6,000	0		
920204 - TRAINING	45,444	70,000	68,000	51,200	BREATH ALCOHOL CERTIFICATION	850
					DEFENSIVE DRIVING	10,000
					DOMESTIC VIOLENCE TRAINING	300
					FIRE/ARSON INVESTIGATION	800
					FIREARMS ARMORER	1,500
					INTERVIEWS AND INTERROGATIONS	7,000
					NEMRT - OUT OF CONTRACT	6,000
					NORTH SUBURBAN CAPTAINS ASSOCIATION	600

1212 - POLICE UNIFORMED PATROL

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920204 - TRAINING	45,444	70,000	68,000	51,200	NORTH SUBURBAN CHIEFS ASSOCIATION	250
					NORTHWEST POLICE ACADEMY	250
					REPORT WRITING CLASS	500
					SAFETY SEAT RE-CERTIFICATION	300
					STAFF AND COMMAND - NORTHWESTERN UNIVERSITY	10,100
					2 WEEK SERGEANT'S SCHOOL	4,400
					ACCIDENT INVESTIGATION I	1,200
					INVESTIGATION PHOTO I	2,000
					INVESTIGATIVE PHOTO II	1,100
					ARSON INVESTIGATION - MOD I	1,000
					ARSON INVESTIGATION - MOD II	1,000
					CRIME SCENE INVESTIGATION I	1,000
					CRIME SCENE INVESTIGATION II	1,050
920220 - MEMBERSHIP DUES	1,025	2,340	2,340	2,395	ILETA	100
					ILLINOIS ASSOCIATION OF CHIEFS OF POLICE	85
					ILLINOIS ASSOCIATION OF TECHNICAL ACCIDENT INV	45
					INT ASSOC OF LAW ENFORCEMENT FIREARMS INSTRUCTORS	880
					INTL ASSOCIATION OF CHIEFS OF POLICE	120
					NORTH SUBURBAN CAPTAINS ASSOCIATION	80
					NORTH SUBURBAN CHIEFS ASSOCIATION	50
					NORTH SUBURBAN JUVENILE OFFICERS ASSOCIATION	250
					THE ACCREDITATION COMMISSION FOR TRAFFIC ACCIDENTS	200
					ILLINOIS TACTICAL OFFICERS ASSOCIATION	500
					FBI ASSOCIATION	85
920900 - PROPERTY/LIAB CONTRIB	113,043	128,882	128,882	82,734	INTERNAL SERVICE FUND CHARGE	82,734
930010 - R & M EQUIPMENT	13,076	12,000	12,000	0		
930030 - R & M VEHICLES	4	100	0	0		
960070 - TRAVEL EXPENSES	370	1,250	500	1,250	MILEAGE, TOLLS, PARKING	1,250
960990 - MISC CONTRACTUAL SVCS	473	500	0	500	BOARD-UP SERVICES	500
TOTAL CONTRACTUAL SERVICES	**189,049**	**235,872**	**232,722**	**154,279**		

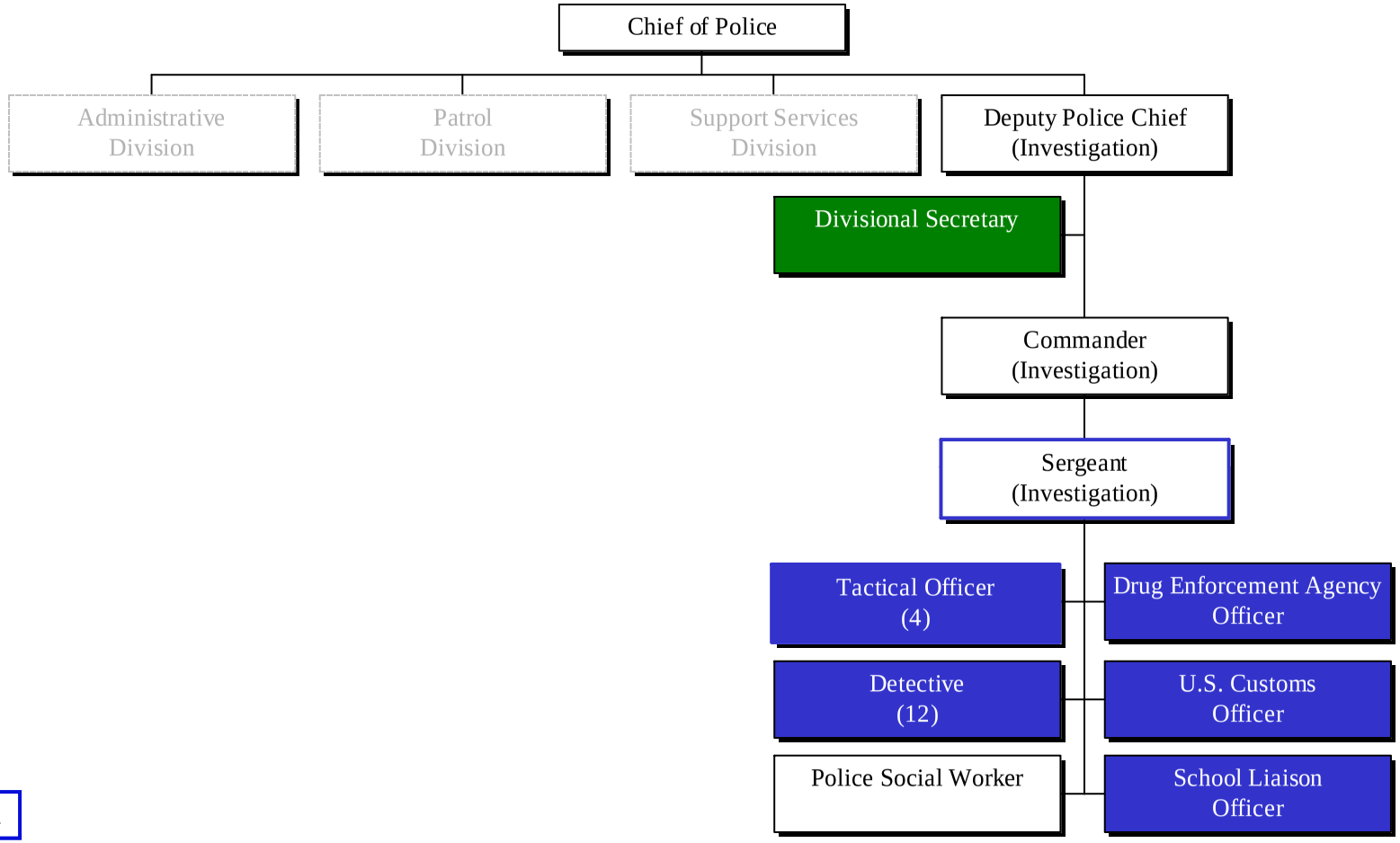
COMMODITIES

970100 - OFFICE SUPPLIES	30,867	26,280	26,000	5,000	PAPER, PENS, PENCILS	5,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	12,500	BATTERIES - PAGERS, TRT LIGHTS	500
					EVIDENCE TECH SUPPLIES	9,500
					NEXTEL BATTERIES	800
					REPLACEMENT BATTERIES - PORTABLE RADIOS	1,700
970190 - UNIFORMS/APPAREL/CLOTHING	696	1,500	1,000	1,500	REPLACE DAMAGED UNIFORMS	1,500

1212 - POLICE UNIFORMED PATROL

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970270 - PRINTING-REPROD-BINDING	0	200	0	0		
970850 - GASOLINE	43,203	5,000	1,000	5,000	GASOLINE	5,000
970900 - EQUIPMENT <$5,000	4,811	0	1,000	0		
TOTAL COMMODITIES	**79,578**	**32,980**	**29,000**	**24,000**		
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	45,842	0	0	0		
980600 - FURNITURE & FIXTURES	0	0	0	0		
TOTAL CAPITAL EXPENDITURES	**45,842**	**0**	**0**	**0**		
Division Totals	**8,276,362**	**9,109,770**	**9,190,853**	**9,438,470**		

Police Department – Criminal Investigation



MAP 241

MAP 240

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FY 2009

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PERSONNEL EXHIBIT

Department: Police | Div: Criminal Investigation | Div. No: 1213

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Deputy Chief	1.00	1.00	1.00
Commander	1.00	1.00	1.00
Delta Sergeant	1.00	1.00	1.00
Detective (12 Detectives, 1 DEA, 1 Customs)	15.00	14.00	14.00
Patrolman/CI (4 Delta, 2 SRO's)	4.00	5.00	6.00
Police Divisional Secretary	1.00	1.00	1.00
Police Social Worker	1.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	24.00	24.00	25.00

FY 2009 Budget WorkSheet

1213 - POLICE CRIMINAL INVEST

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	1,540,709	1,922,304	1,649,200	2,084,958		
910200 - TEMPORARY WAGES	0	0	0	0		
910300 - SUPERVISORY OVERTIME	19,905	14,000	37,000	14,525		
910400 - NON-SUPERVISORY OVERTIME	123,718	142,000	130,000	147,325		
910450 - SECONDARY EMPLOYMENT	2,300	5,000	3,525	5,000		
910500 - VACATION PAY	109,590	0	113,750	0		
910600 - SICK PAY	40,282	0	7,700	0		
910700 - HOLIDAY PAY	75,936	0	76,400	0		
910800 - COURT PAY	33,600	40,000	26,875	40,000		
910900 - ACT/OUT OF CLASS/PREMIUM	1,480	3,500	720	3,632		
910970 - COMPENSATED ABSENCES	-170,288	8,823	8,823	0		
TOTAL SALARIES	**1,777,233**	**2,135,627**	**2,053,993**	**2,295,440**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	1,564	460	460	778		
918020 - EMPLOYER CONTR-F.I.C.A.	31,513	31,322	33,400	35,471		
918021 - EMPLOYER CONTR-I.M.R.F.	13,114	12,495	13,200	13,541		
918022 - EMPLOYER CONTR-POLICE PEN	416,285	522,611	522,611	574,551		
918030 - EAP PROGRAM	0	464	464	367		
918040 - LIFE INS PREMIUMS	4,418	3,468	4,480	3,754		
918050 - PPO INSURANCE PREMIUMS	337,255	260,076	278,050	312,854		
918051 - HMO INSURANCE PREMIUMS	0	64,582	64,582	69,424		
918055 - DENTAL INSURANCE PREMIUMS	21,313	17,489	18,407	20,309		
918070 - WORKERS COMPENSATION	37,995	46,582	44,200	46,946		
918080 - UNIFORM ALLOWANCE	17,175	17,175	17,175	18,625		
918085 - RHS PLAN PAYOUT	45,488	38,199	98,239	38,100		
TOTAL BENEFITS	**926,120**	**1,014,923**	**1,095,268**	**1,134,720**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	0	0	0		
920120 - COMMUNICATION SERVICES	22,654	38,000	37,000	15,400	DEPARTMENTAL CELL PHONES	13,000
					DEPARTMENTAL PAGERS	2,400
920202 - CONFERENCES	449	1,000	1,610	0		
920204 - TRAINING	12,971	17,500	16,500	15,185	ILLINOIS ASSOCIATION OF CHIEFS OF POLICE	85
					CRIMINAL INVESTIGATION (NEW INVESTIGATOR)	3,450
					COMPUTER CRIMES INVESTIGATION	1,100
					SOCIAL WORKER TRAINING	800
					HOMICIDE INVESTIGATION	1,800
					INTERVIEWS AND INTERROGATIONS	400
					BASIC FINANCIAL CRIMES	1,700
					ADVANCED FINANCIAL CRIMES	850
					CONFIDENCE CRIMES	100
					SCHOOL RESOURCE OFFICER TRAINING	1,500
					COLD CASE HOMICIDE	750

1213 - POLICE CRIMINAL INVEST

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920204 - TRAINING	12,971	17,500	16,500	15,185	NORTHWEST POLICE ACADEMY	250
					ILLINOIS TACTICAL OFFICERS ASSOCIATION	700
					CHIEF'S ASSOCIATION	200
					CAPTAIN'S ASSOCIATION	250
					VOICE STRESS ANALYZER	1,250
920220 - MEMBERSHIP DUES	3,495	5,300	5,000	5,850	ASSOCIATION OF POLICE SOCIAL WORKERS	30
					NATIONAL ASSOCIATION OF BUNCO INVESTIGATORS	60
					ILLINOIS DRUG ENFORCEMENT OFFICERS ASSOCIATION	125
					INTL NARCOTIC ENFORCEMENT OFFICERS ASSOCIATION	40
					PROFESSIONALS AGAINST CONFIDENCE CRIME	200
					NORTH SUBURBAN JUVENILE OFFICERS ASSOCIATION	220
					ILLINOIS TACTICAL OFFICERS ASSOCIATION	320
					INTL ASSOC OF FINANCIAL CRIMES INVESTIGATORS	150
					MAJOR CASE ASSIST TEAM (MCAT)	4,500
					MIDWEST HOMICIDE INVESTIGATORS ASSOCIATION	50
					AMERICAN ASSOCIATION OF FINANCIAL CRIMES	25
					NORTH SUBURBAN CHIEFS ASSOCIATION	50
					NORTH SUBURBAN CAPTAINS ASSOCIATION	80
920900 - PROPERTY/LIAB CONTRIB	50,832	58,266	58,266	36,838	INTERNAL SERVICE FUND CHARGE	36,838
930010 - R & M EQUIPMENT	364	1,000	500	1,250	R/M OFFICE EQUIPMENT	1,250
930030 - R & M VEHICLES	464	1,000	750	0		
930110 - R & M SOFTWARE	0	0	0	0		
930220 - RENTAL OF VEHICLES	1,170	2,000	0	2,000	RENTAL OF SURVEILLANCE VEHICLES	2,000
960030 - TOW/STORAGE/ABANDONED FEE	700	250	0	250	FUNDS STORAGE OF VEHICLES FOR INVESTIGATIVE PURPOSES	250
960070 - TRAVEL EXPENSES	542	250	100	500	MILEAGE, TOLLS, PARKING	500
960990 - MISC CONTRACTUAL SVCS	337	500	500	12,025	UPDATES FOR CRIMINAL COMPLAINT BOOKS	500
					CHOICEPOINT INFORMATION NETWORK	1,200
					CERTIFION CORP.	1,300
					CRITICAL REACH	625
					ACCURINT	7,200
					TRANSUNION	1,200
TOTAL CONTRACTUAL SERVICES	**93,979**	**125,066**	**120,226**	**89,298**		

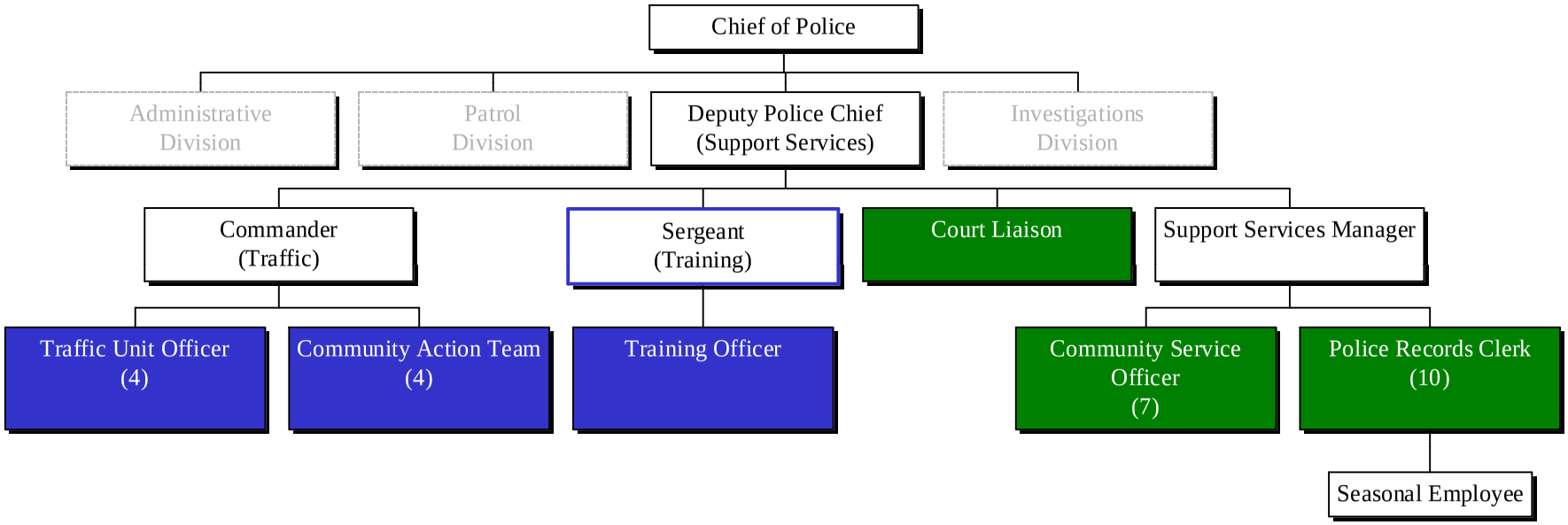
COMMODITIES

970100 - OFFICE SUPPLIES	4,884	4,500	4,500	3,000	PAPER, PENS, PENCILS	3,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	0		
970190 - UNIFORMS/APPAREL/CLOTHING	203	2,460	2,460	300	REPLACEMENT OF DAMAGED UNIFORMS/APPAREL/CLOTHING	300

1213 - POLICE CRIMINAL INVEST

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970260 - POSTAGE AND PARCEL	138	250	0	250	FUNDS PURCHASE OF STAMPS, SHIPPING, PACKAGE DELIVERY	250
970270 - PRINTING-REPROD-BINDING	806	0	0	0		
970620 - SUBSCRIPTIONS & BOOKS	0	725	725	725	STATES ATTORNEY APPELLATE PROSECUTOR	80
					US IDENTIFICATION MANUAL	85
					AUTOMOTIVE INDEX	35
					NEW ENGLAND PRESS/E-FIT COMPUTERIZED COMPOSITE	525
970850 - GASOLINE	7,842	5,000	500	5,000	GASOLINE	5,000
970900 - EQUIPMENT <$5,000	1,654	2,665	2,665	0		
TOTAL COMMODITIES	**15,527**	**15,600**	**10,850**	**9,275**		
Division Totals	**2,812,860**	**3,291,216**	**3,280,337**	**3,528,733**		

Police Department – Support Services



MAP 241

MAP 240

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FY 2009

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PERSONNEL EXHIBIT

Department: Police | Div: Support Services | Div. No: 1214

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Deputy Chief	1.00	1.00	1.00
Training Sergeant	1.00	1.00	1.00
Training Officer	1.00	1.00	1.00
Traffic Commander	1.00	1.00	1.00
Patrolman/SP (4 Traffic, 4 Comm. Action Team)	8.00	8.00	8.00
Crime Analysis Technician	1.00	1.00	0.00
Support Services Manager	1.00	1.00	1.00
Community Service Officer	8.00	8.00	7.00
Records Clerk	7.00	7.00	10.00
Court Liaison	1.00	1.00	1.00
Records Clerk (Part Time)	0.75	0.75	0.00
Emergency Communications-LEADS Specialist	0.50	0.50	0.50
Total Full Time Equivalent (FTE) Employees:	31.25	31.25	31.50

FY 2009 Budget WorkSheet

1214 - POLICE SUPPORT SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	1,471,788	1,970,125	1,655,150	2,084,956		
910200 - TEMPORARY WAGES	207,442	257,000	282,000	257,000	INCLUDES CROSSING GUARDS	257,000
910300 - SUPERVISORY OVERTIME	16,261	10,000	14,030	10,375	OT	10,375
910400 - NON-SUPERVISORY OVERTIME	73,221	43,000	136,000	62,513	OT	44,613
					SPECIAL EVENTS OT	17,900
910450 - SECONDARY EMPLOYMENT	20,930	0	13,400	0		
910500 - VACATION PAY	123,716	0	109,200	0		
910600 - SICK PAY	32,406	0	21,100	0		
910700 - HOLIDAY PAY	74,458	0	79,900	0		
910800 - COURT PAY	10,155	9,000	16,665	9,000		
910900 - ACT/OUT OF CLASS/PREMIUM	4,929	5,000	7,510	5,188		
910950 - EXCESS SICK HRS PAY OUT	0	0	862	1,784		
910970 - COMPENSATED ABSENCES	-118,002	6,549	6,549	0		
TOTAL SALARIES	**1,917,304**	**2,300,674**	**2,342,366**	**2,430,816**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	1,342	390	390	840		
918020 - EMPLOYER CONTR-F.I.C.A.	102,761	88,611	111,350	92,834		
918021 - EMPLOYER CONTR-I.M.R.F.	114,084	99,748	103,810	104,300		
918022 - EMPLOYER CONTR-POLICE PEN	218,346	279,888	279,888	310,743		
918030 - EAP PROGRAM	0	393	393	395		
918040 - LIFE INS PREMIUMS	5,522	4,688	5,585	4,672		
918050 - PPO INSURANCE PREMIUMS	361,268	348,699	314,835	343,033		
918051 - HMO INSURANCE PREMIUMS	0	78,753	78,130	83,987		
918055 - DENTAL INSURANCE PREMIUMS	23,372	25,462	23,345	24,319		
918070 - WORKERS COMPENSATION	33,277	44,000	44,560	45,470		
918080 - UNIFORM ALLOWANCE	12,675	15,125	15,350	15,225		
918085 - RHS PLAN PAYOUT	0	27,304	27,769	27,344		
TOTAL BENEFITS	**872,646**	**1,013,061**	**1,005,405**	**1,053,162**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	7,200	7,200	7,200	14,200	ADMIN HEARING JUDGE, 2 CALLS PER MONTH	7,200
					IN SERVICE TRAINING COSTS	7,000
920120 - COMMUNICATION SERVICES	36,349	49,300	49,000	11,500	DEPARTMENTAL PAGERS	700
					DEPARTMENTAL CELL PHONES	6,800
					PAY PHONES - SBC	4,000
920140 - DATA PROCESSING SERVICES	0	7,000	0	0		
920202 - CONFERENCES	0	0	0	0		
920204 - TRAINING	30,580	28,665	28,665	52,520	EXECUTIVE MANAGEMENT	2,000
					GREATER COOK COUNTY CAPTAIN'S ASSOCIATION	180
					IMPROVING LEADERSHIP SKILLS - NEMRT	200
					NEMRT TRAINING	20,950
					NORTHERN COOK COUNTY CHIEFS OF POLICE	150
					NORTHWEST POLICE ACADEMY	300

1214 - POLICE SUPPORT SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920204 - TRAINING	30,580	28,665	28,665	52,520	POLICE TRAFFIC MANAGEMENT	850
					PORTABLE WEIGHT SCALE CERTIFICATION (4)	140
					RECORDS MANAGEMENT - PERF	400
					WINDOWS/INTRANET APPLICATIONS	200
					RESERVE TRAINING	7,500
					PHOTOGRAMMETRY FOR ACCIDENT RECONSTRUCTIONS	950
					TRAFFIC CRASH RECONSTRUCTION TRAINING	1,900
					CROSSING GUARD TRAINING	600
					POLICE ACADEMY (6)	15,600
					SPANISH TRAINING (6)	600
920210 - IN-SERVICE TRAINING	3,628	4,000	7,500	0		
920220 - MEMBERSHIP DUES	1,906	1,500	1,500	2,110	ILETA	40
					ILLINOIS ASSOCIATION OF POLICE CHIEFS	85
					ILLINOIS POLICE ASSOCIATION	50
					INTERNATIONAL CONF OF POLICE CHAPLAINS - 2 CLERGY	200
					INTERNATIONAL POLICE MOUNTAIN BIKE ASSOCIATION	100
					LAW ENFORCEMENT ASSOCIATION	25
					NATIONAL ASSOC OF FLEET ADMINISTRATORS - FLEET MNG	350
					NORTH SUBURBAN CAPTAINS ASSOCIATION	80
					NORTH SUBURBAN CHIEFS ASSOCIATION	50
					NORTHWESTERN ILLINOIS ALUMNI - DEPUTY CHIEF	60
					NUCPS/TI ALUMNI	25
					SAM'S CLUB	75
					ILLINOIS ASSOCIATION OF TECHNICAL ACCIDENT INVESTIGATOR	45
					THE ACCREDITATION COMMISSION FOR TRAFFIC ACC RECONST	200
					THE ACCIDENT RECONSTRUCTION NETWORK (ARN)	175
					CITIZENS POLICE ACADEMY ASSN.	50
					CRIME-FREE HOUSING	200
					ILLINOIS CRIME PREVENTION ASSN.	100
					ILEAS	150
					NORTHWEST POLICE ACADEMY	50
920230 - PUBLICATION OF NOTICES	0	0	0	0		
920240 - RECORDS PRESERVATION	4,779	9,160	9,160	0		
920900 - PROPERTY/LIAB CONTRIB	42,266	46,007	46,007	30,968	INTERNAL SERVICE FUND CHARGE	30,968
930010 - R & M EQUIPMENT	41,983	49,640	43,000	37,500	DOOR LOCK REPAIRS/MAINTENANCE - ANDERSON LOCK	600
					LASER RECERTIFICATION	150

1214 - POLICE SUPPORT SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
930010 - R & M EQUIPMENT	41,983	49,640	43,000	37,500	MECHANICAL RANGE MAINTENANCE	11,000
					MICROFILM MACHINE MAINTENANCE - EASTMAN KODAK	500
					PORTER LEE - BEAST (EVIDENCE & PROPERTY SYSTEM)	750
					RADAR AND LASER REPAIR	1,000
					RECERTIFICATION OF TRUCK SCALE	1,000
					REPAIR AND MAINTENANCE OF TRUCK SCALE	1,500
					RADAR RECERTIFICATION	600
					FREDRIKSEN - FIRE EXTINGUISHERS	400
					POLICE EQUIPMENT OUT OF CONTRACT/POLICE RADIOS	20,000
930020 - R & M BLDGS & STRUCTURES	7,161	10,000	10,000	0		
930030 - R & M VEHICLES	10,403	40,000	40,000	35,500	AUCTION PREPARATION	600
					SQUAD CAR CHANGEOVER/HAVEY	22,000
					MISC SQUAD REPAIRS	3,000
					SEMI-ANNUAL SQUAD DETAIL - DETAIL ONE	2,700
					SQUAD BODY REPAIR	1,500
					SQUAD CAR WASHES - DES PLAINES CAR WASH	5,000
					SQUAD CAR WASHES - ROYAL TOUCH CAR WASH	700
960020 - DISPOSITION OF ANIMALS	17,831	15,000	15,000	12,000	CONTRACT FOR SKUNK REMOVAL ABC ANIMAL WILDLIFE	2,000
					NW ANIMAL HOSPITAL - ANIMAL STORAGE & DISPOSAL COSTS	10,000
960030 - TOW/STORAGE/ABANDONED FEE	1,918	1,500	1,200	1,500	TOWING, STORAGE FEES - SCHIMKA	1,300
					TOWING, STORAGE FEES - TRI-R	200
960070 - TRAVEL EXPENSES	50	1,000	500	1,000	I-PASS	300
					MILEAGE, TOLLS, PARKING	200
					PARKING REIMBURSEMENT	200
					GAS REIMBURSEMENT	300
960990 - MISC CONTRACTUAL SVCS	168,293	13,625	9,000	6,425	CLEANING COMPANY - AFTERMATH	625
					EXTERMINATOR - WB MCCLOUD	600
					CINTAS - SHREDDING	4,000
					METRO SELF-STORAGE	1,200
TOTAL CONTRACTUAL SERVICES	**374,348**	**283,597**	**267,732**	**205,223**		

COMMODITIES

970100 - OFFICE SUPPLIES	41,265	41,000	41,000	13,000	PAPER & COMPUTER SUPPLIES	10,000
					ADMINISTRATIVE HEARING SUPPLIES	3,000
970110 - MEALS (PRSNRS/WRKRS/VOLS)	7,553	4,500	4,000	4,500	MEETINGS/CEREMONIES	1,000
					PRISONER MEALS - MCDONALD'S	3,500

1214 - POLICE SUPPORT SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970115 - SUPPLIES: DEPT/OTHER	0	0	0	14,480	CRUSH MEASUREMENT DATA SHEETS	1,000
					VEHICLE SPECIFICATION SHEETS	750
					CAR SEAT INSTALLATION SUPPLIES	250
					CROSSING GUARD STOP SIGNS	1,000
					PHOTO/LAB - EVIDENCE STORAGE	3,500
					EMERGENCY BLANKETS	400
					FIRE EXTINGUISHERS	750
					FIRST AID KITS	880
					FLARES	2,200
					BATTERY CHARGER	200
					PERSONAL PROTECTION KITS	1,000
					SNOW BRUSHES	100
					VEHICLE SPEC SHEETS	750
					WINDSHIELD WASHER FLUID	200
					MISC. SUPPLIES FOR ANIMAL CONTROL OFFICER	1,500
970140 - POLICE RANGE	78,032	75,000	75,000	65,000	AMMUNITION	55,000
					EYE PROTECTION	500
					HEARING PROTECTION	500
					LAKE COUNTY RANGE FEES	3,000
					MISC RANGE SUPPLIES	3,500
					TARGETS	2,500
970150 - COMMUNITY RELATIONS	18,817	14,000	14,000	14,000	AWARDS/PLAQUES	1,500
					COMM RELATIONS: CAT UNIT	12,500
970190 - UNIFORMS/APPAREL/CLOTHING	28,978	32,650	30,500	31,650	CITIZENS ON PATROL UNIFORMS	6,000
					DEPARTMENTAL AND CITIZEN AWARDS	750
					EQUIPMENT FOR NEW OFFICERS (6)	6,000
					MISC OFFICER UNIFORM ITEMS	500
					POLICE BADGES - CHICAGO BADGE	2,000
					POLICE INSIGNIAS	400
					REPLACEMENT ARTICLES	1,500
					RESERVES	10,000
					RETIREMENT BADGES	1,000
					UNIFORM PATCHES	1,000
					HELMETS	500
					CROSSING GUARD SAFETY VESTS	1,000
					CROSSING GUARD RAINCOATS	1,000
970240 - STREET AND TRAFFIC SIGNS	0	1,500	1,500	2,000	MISC TRAFFIC DISPLAYS - EMPCO-LITE	400
					TRAFFIC SIGNS - ROAD TECH	200
					NO PARKING SIGNS (ENGLISH AND SPANISH)	300
					SIGNS FOR DUI/SAFETY ROADBLOCKS	300
					SIGNS FOR EMERGENCY TRAFFIC SITUATIONS	800
970260 - POSTAGE AND PARCEL	404	600	250	600	MISC CHARGES	100
					SHIPPING/DELIVERY CHARGES - FEDEX	300

1214 - POLICE SUPPORT SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970260 - POSTAGE AND PARCEL	404	600	250	600	SHIPPING/MAILING CHARGES - US POST OFFICE	200
970270 - PRINTING-REPROD-BINDING	21,169	30,000	28,000	22,500	HOMELAND SECURITY/SAFETY AWARENESS	1,500
					OFFICER RESOURCE BOOK/GENERAL ORDER MANUALS	3,000
					PARKING TICKETS/CC TICKETS	3,000
					POLICE FORMS	3,000
					PRODUCTION - FLYERS - INSERTS	2,000
					STATIONERY	1,500
					WOLF CAMERA	1,500
					CRIME FREE MULTI-HOUSING UNIT PROGRAM	5,000
					BICYCLE SAFETY INFORMATIONAL HANDOUTS	500
					ILLINOIS TRAFFIC SAFETY CHALLENGE	1,500
970280 - PHOTO LAB SUPPLIES	948	3,500	3,500	0		
970310 - SUPPLIES: EQUIP R/M	993	500	0	0		
970620 - SUBSCRIPTIONS & BOOKS	3,275	3,000	3,000	2,900	APPELLATE COURT UPDATES - STATES ATTORNEY APPELATE	1,000
					FORUM - CHIEF	40
					ILLINOIS LAW ENFORCEMENT AND TRAINNG BOARD - CHIEF	40
					LAW UPDATE - ILLINOIS LAW ENFORCEMENT	100
					LAW UPDATES - WEST GROUP	800
					NATIONAL DIRECTORY - CHIEF	200
					NATIONAL PUBLIC SAFETY	120
					UPDATED LEGAL MATERIAL - QUINLAN PUBLISHING	600
970850 - GASOLINE	5,092	1,000	500	1,000	GASOLINE	1,000
970900 - EQUIPMENT <$5,000	20,572	14,000	14,000	0		
970987 - GRANT SUPPLIES	0	10,000	10,000	0		
TOTAL COMMODITIES	**227,099**	**231,250**	**225,250**	**171,630**		

CAPITAL EXPENDITURES

980400 - EQUIPMENT	0	0	0	0		
TOTAL CAPITAL EXPENDITURES	**0**	**0**	**0**	**0**		
Division Totals	**3,391,397**	**3,828,582**	**3,840,753**	**3,860,831**		

OVERVIEW

2005 Actual	2006 Actual	2007 Actual	**2008 Budget**	2008 Projected	2009 Proposed
$12,515,299	**$12,856,114**	**$13,567,771**	**$14,422,081**	**$14,850,219**	**$15,163,075**

The Fire Department's 2009 budget proposal is in accordance with the City Strategic Plan. These resources will help us greatly in serving our community to the level of excellence it has come to expect and deserve.

Fire Department Mission Statement

To protect life, property, and the environment by providing services that make a positive difference everyday.

Administration Division

This Division provides the planning, coordination, and control of the many functions performed by the Department. The Division is headed by the Fire Chief and supported by the Deputy Chief of Operations and the Deputy Chief of Administration and Support Services. The Division Chief of Training and the Division Chief of Emergency Medical Services (EMS) completes the uniformed administrative staff of the department. A Full-Time Secretary and a part-time Intermediate Clerk supports the staff functions.

This Division sets the future goals of the Department in the areas of new concepts, equipment and procedures, and coordinates the training of personnel in all aspects of fire fighting, emergency medical service, and other rescue services. The Division also develops practices and procedures for emergency and non-emergency operations; plans, researches, budgets and purchases all equipment, supplies and services used by the Department. It also coordinates the maintenance and repair of fire stations, equipment, and all vehicle and emergency apparatus. The Administration develops mutual aid agreements with neighboring departments and serves as liaison between the Department and the various branches of City Government. This Division also participates in the City's Disaster Response/Crisis Management Team.

Emergency Services Division

This Division, in addition to firefighting and providing emergency medical services, also provides hazardous materials response, water rescue and recovery, vehicle accident extrication, and technical rescue services. Division personnel consist of three Battalion Chiefs that are assigned as shift commanders, one Captain and fourteen Lieutenants assigned as company officers, fifteen Fire Apparatus Engineers, fifty four Paramedics, and six Firefighters. This

Division staffs three Advanced Life Support [ALS] engine companies, two truck companies and four ambulances/mobile intensive care units. Each company, when not responding to emergencies, participates in extensive daily training, conducts fire inspections of businesses, performs hydrant maintenance, and is responsible for the maintenance of firefighting apparatus, tools, and equipment.

The Emergency Services Division answered the following alarms and performed the following services in 2006 and 2007.

	2006	2007
Emergency Calls	7,443	7,648
Emergency Medical Calls	5,167	5,038
Fires and Non-Medical Responses	2,276	2,610
In-Service Fire Company Fire Hazard Inspections/Re-Inspections	954	910

For the past twenty-plus years, the Department has been involved in automatic response agreements with our neighboring communities. These agreements provide all participants a method to better utilize equipment and personnel to provide better services and response within their communities.

By providing automatic aid response to the scene of structure fires, the citizens of both communities benefit by receiving more effective and efficient service at no additional cost to each community. At present, Des Plaines has automatic response agreements with the Villages of Rosemont, North Maine Fire Protection District, Mt. Prospect, Park Ridge, and Elk Grove Village.

Currently, the Fire Department transports patients to three area hospitals, Lutheran General in Park Ridge, Northwest Community Hospital in Arlington Heights, and Alexian Brothers Hospital in Elk Grove Village. On occasion, when one of the above hospitals is on by-pass (when they cannot take any patients) we are required to transport patients to Resurrection Hospital in Chicago or Glenbrook Hospital in Glenview.

Fire Prevention Division

This Division reviews building plans for life safety hazards in remodeling and new construction projects, presents fire prevention programs to schools, institutions, multi-family residences, churches and civic organizations, and conducts a voluntary single family home fire inspections. In addition, the Fire Prevention Bureau inspects businesses, hospitals, schools, nursing homes, etc. for fire hazards and code violations; investigates cause and origin of fires; performs building plan reviews for all mercantile occupancies, coordinates fire-related activities and fire prevention practices with Federal, State, County and local fire officials. Division personnel consist of one Division Chief/Chief Fire Inspector, three Firefighter/Inspectors/Investigators, and one

Divisional Secretary.

In 2005-06, the Bureau performed the following services:

	2006	2007
Fire Investigations	25	37
Fire Hazard Inspections/Re-Inspections	967	1,097
Permit Reviews	1,844	1,106
Special Inspections	590	743
Single-Family Home Inspections	19	8
Public Education Presentations	53	99
Other: Training/Drills/Meetings/Court, etc.	1,686	3,226

2008 MAJOR ACCOMPLISHMENTS

Accomplishment #1 - Received four grants:

$100,000 for the purchase of extrication equipment through the Assistance to Firefighter Grant (AFG) from the Federal Emergency Management Agency (FEMA)

$85,000 for the purchase of a 2008 Advance Life Support Ambulance through the State of Illinois Department of Commerce and Economic Opportunity.

$45,000 for the purchase of a 2008 Advance Life Support Ambulance through the State of Illinois Department of Commerce and Economic Opportunity.

$15,000 for tools and equipment through the State of Illinois Department of Commerce and Economic Opportunity.

Accomplishment #2 - National Management System (NIMS) compliance. Fire Department personnel meet the minimum educational requirements for NIMS.

Accomplishment #3 - Fire house Software – New program installed to provide the latest version of National Fire Incident Reporting System (NFIRS) that is windows based and user friendly compared to the current program used. It also provide many added record management features for training, hydrant maintenance, hose maintenance, and vehicle maintenance.

Accomplishment #4 - Implementation of an Emergency Traffic Control Program. Procedures developed are intended to provide firefighters with a safe working environment during emergency operations on roadways and expressways.

Accomplishment #5 - Northern Illinois Public Safety Training Academy (NIPSTA). This membership provides training simulators and classes that directly related to the duties performed by firefighters. NIPSTA is located in Glenview, which helps reduce the cost of training personnel who were otherwise sent to the Fire Service Institute (FSI) in Urbana, Illinois.

2009 GOALS AND OBJECTIVES

Goal #1 – Plan for the of Fire Station Construction & Relocation

Objective – Budget for the design and construction of Fire Station in 2010

Goal #2 – Develop and Implement an Infectious Disease Program

Objective – To help reduce the spread of infectious diseases from patient to Paramedic and within the fire department work force.

Goal #3 – Accreditation

Objective – Complete "Standards of Coverage" document by June 2009

Objective – Begin self-assessment of the department – budget funds in 2010 to apply for applicant agency status

Goal #4 - Fitness and Wellness Program

Objective – Develop guidelines for the implementation of a program

Objective - Develop budget for project and research funding methods to implement

Goal #5 – Public Education Programs

Objective – Research alternate methods to provide Public Education Programs with existing manpower

Objective - Develop a schedule of all Public Relation events that the Department will participate.

Objective – Research alternative funding sources for Public Education programs

Goal #6 – Develop an Officer Training Program

Objective – Research available programs

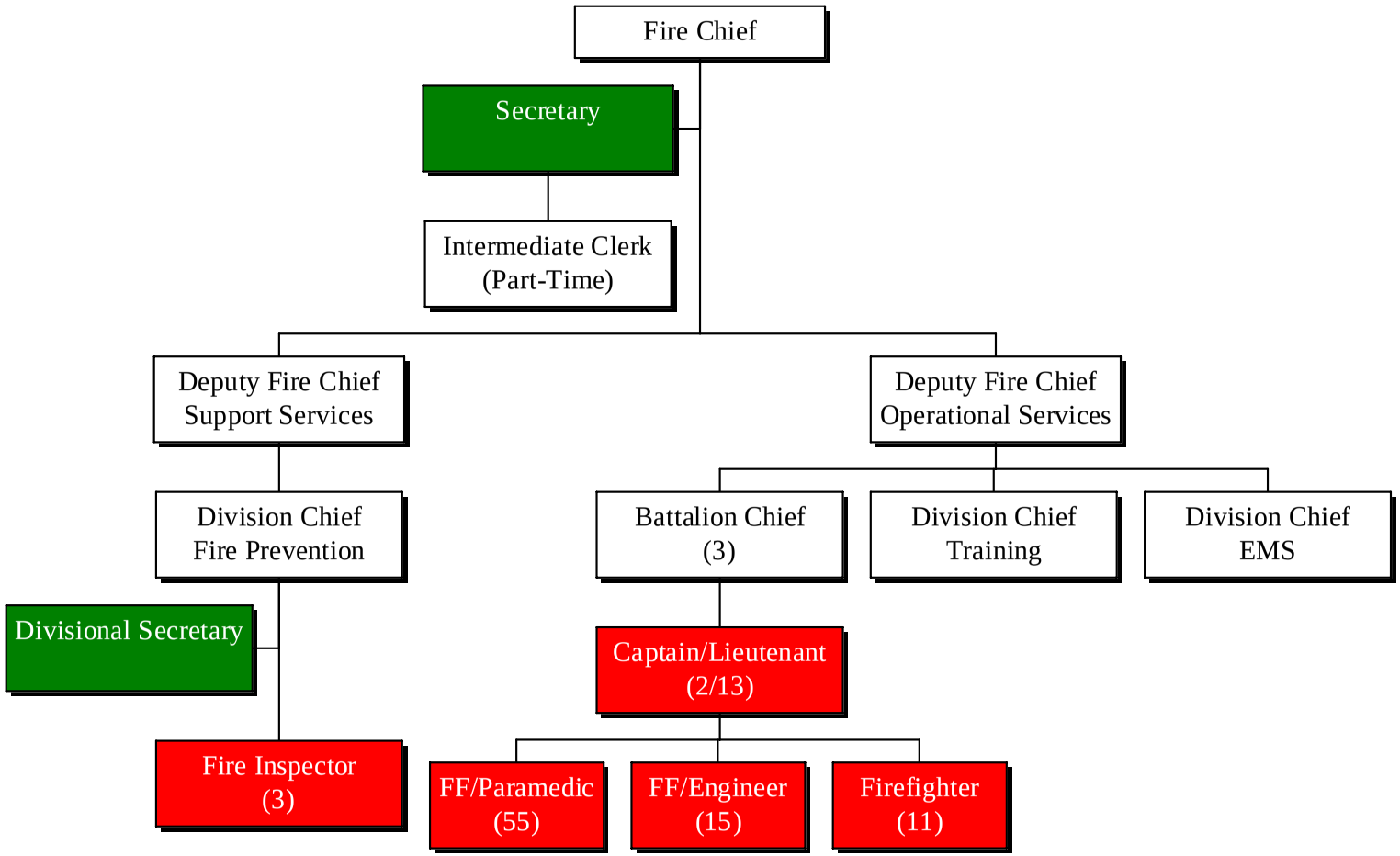
Objective - Develop minimum training standards & implement

Goal #7 – Continuously Up-date Department Website

Objective – Provide a holistic view of the Fire Department

Objective - Provide a better communications channel between the website and the Des Plaines community to provide up-to-date information on department services, programs, and events.

Fire Department



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PERSONNEL EXHIBIT

Department: Fire | Div: Fire Administration | Div. No: 1221

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Fire Chief	1.00	1.00	1.00
Deputy Fire Chief - Operations	1.00	1.00	1.00
Deputy Fire Chief - Support Services	1.00	1.00	1.00
Division Chief - Training	1.00	1.00	1.00
Division Chief - EMS	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
Intermediate Clerk	0.50	0.50	0.50
Total Full Time Equivalent (FTE) Employees:	6.50	6.50	6.50

FY 2009 Budget WorkSheet

1221 - FIRE ADMINISTRATION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	468,995	633,135	567,930	669,984		
910200 - TEMPORARY WAGES	15,083	15,568	14,275	0		
910300 - SUPERVISORY OVERTIME	852	0	0	0		
910400 - NON-SUPERVISORY OVERTIME	772	1,000	0	1,038		
910500 - VACATION PAY	52,986	0	50,840	0		
910600 - SICK PAY	17,602	0	2,435	0		
910700 - HOLIDAY PAY	23,584	0	26,350	0		
910900 - ACT/OUT OF CLASS/PREMIUM	713	0	0	0		
910950 - EXCESS SICK HRS PAY OUT	0	1,282	1,228	0		
910970 - COMPENSATED ABSENCES	-10,422	11,235	11,235	0		
TOTAL SALARIES	**570,165**	**662,220**	**674,293**	**671,022**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	383	101	101	250		
918020 - EMPLOYER CONTR-F.I.C.A.	7,827	5,310	8,575	7,405		
918021 - EMPLOYER CONTR-I.M.R.F.	6,031	5,438	5,840	6,046		
918023 - EMPLOYER CONTR-FIRE PEN	70,147	124,932	124,932	148,332		
918030 - EAP PROGRAM	0	102	102	118		
918040 - LIFE INS PREMIUMS	1,417	1,306	1,505	1,306		
918050 - PPO INSURANCE PREMIUMS	94,852	97,501	97,501	93,723		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	4,941	4,852	5,265	4,834		
918070 - WORKERS COMPENSATION	43,312	60,654	55,000	70,462		
918080 - UNIFORM ALLOWANCE	3,050	3,750	3,750	3,750		
918085 - RHS PLAN PAYOUT	85,996	10,397	17,803	17,917		
TOTAL BENEFITS	**317,955**	**314,343**	**320,374**	**354,143**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	11,669	0	20	0		
920120 - COMMUNICATION SERVICES	4,238	5,800	4,550	5,150	5 CELL PHONES: CHIEF, 2-D/C'S, TRAINING & EMS CHIEF\3BB	5,150
920202 - CONFERENCES	5,124	7,500	5,000	0		
920204 - TRAINING	0	2,000	1,150	1,000	MGMT/LABOR, LEGAL, MGMT LEADERSHIP, INCIDENT MGMT ETC.	1,000
920206 - SEMINARS	1,918	0	0	0		
920220 - MEMBERSHIP DUES	8,586	8,760	7,580	9,415	INTERNATIONAL ASSOCIATION FIRE CHIEFS X 3	570
					ILLINOIS FIRE CHIEFS ASSOCIATION X 3	340
					METROPOLITAN FIRE CHIEFS X 3	120
					NOTARY FEE AND BONDING FOR NANCY KELSO	400
					MABAS DIVISION I: ANNUAL DUES	2,500
					SAMS CLUB	60
					MABAS DIVISION III: ANNUAL DUES	5,000

1221 - FIRE ADMINISTRATION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920220 - MEMBERSHIP DUES	8,586	8,760	7,580	9,415	FD SAFETY OFFICER'S ASSN. /TRAINING NETWORK- DC EHAS	325
					FIRE ACCREDITATION MANAGERS- CHIEF JAEGER	100
920900 - PROPERTY/LIAB CONTRIB	11,762	19,302	19,302	13,202	INTERNAL SERVICE FUND CHARGE	13,202
930010 - R & M EQUIPMENT	16	2,200	500	0		
960070 - TRAVEL EXPENSES	993	0	500	200	GAS, TOLLS, PARKING, MILEAGE	200
TOTAL CONTRACTUAL SERVICES	**44,307**	**45,562**	**38,602**	**28,967**		
COMMODITIES						
970100 - OFFICE SUPPLIES	5,709	3,500	3,500	3,000	PAPER, PENS, PENCILS	3,000
970110 - MEALS (PRSNRS/WRKRS/VOLS)	533	500	100	500	FOOD FOR CALLS OF EXTENDED TIME PERIODS	500
970115 - SUPPLIES: DEPT/OTHER	0	0	0	600	DEPT SPECIFIC SUPPLIES	600
970190 - UNIFORMS/APPAREL/CLOTHING	841	500	250	500	BADGES, PATCHES, ETC.	500
970260 - POSTAGE AND PARCEL	54	200	50	200	POSTAGE & SHIPPING CHARGES	200
970270 - PRINTING-REPROD-BINDING	1,422	1,000	1,260	1,500	ANNUAL REPORT	1,100
					FORMS	400
970320 - SUPPLIES: BLDG R/M	0	0	7	0		
970620 - SUBSCRIPTIONS & BOOKS	369	1,000	528	1,000	NFPA UPDATES, ETC.	1,000
970850 - GASOLINE	226	400	84	0		
970900 - EQUIPMENT <$5,000	622	600	300	600	OFFICE EQUIPMENT	600
TOTAL COMMODITIES	**9,776**	**7,700**	**6,080**	**7,900**		
CAPITAL EXPENDITURES						
980600 - FURNITURE & FIXTURES	0	0	189	0		
TOTAL CAPITAL EXPENDITURES	**0**	**0**	**189**	**0**		
Division Totals	**942,203**	**1,029,825**	**1,039,538**	**1,062,032**		

PERSONNEL EXHIBIT

Department: Fire | Div: Emergency Services | Div. No: 1222

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Battalion Chief	3.00	3.00	3.00
Captain - Company Officer	3.00	1.00	1.00
Lieutenant - Company Officer	12.00	14.00	14.00
Firefighter - Paramedic	51.00	54.00	54.00
Firefighter - Engineer	15.00	15.00	15.00
Firefighter	9.00	6.00	6.00
Total Full Time Equivalent (FTE) Employees:	93.00	93.00	93.00

FY 2009 Budget WorkSheet

1222 - FIRE EMERGENCY SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	5,925,966	7,390,628	5,664,600	7,770,545		
910300 - SUPERVISORY OVERTIME	342,018	173,513	310,000	180,020		
910400 - NON-SUPERVISORY OVERTIME	713,012	404,866	492,300	420,048		
910500 - VACATION PAY	480,137	0	684,630	0		
910600 - SICK PAY	197,294	0	256,920	0		
910700 - HOLIDAY PAY	286,356	0	856,000	0		
910900 - ACT/OUT OF CLASS/PREMIUM	30,741	24,269	28,850	25,180		
910950 - EXCESS SICK HRS PAY OUT	0	0	0	0		
910970 - COMPENSATED ABSENCES	-280,389	18,869	18,869	0		
TOTAL SALARIES	**7,695,134**	**8,012,145**	**8,312,169**	**8,395,793**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	5,173	1,556	1,556	3,370		
918020 - EMPLOYER CONTR-F.I.C.A.	84,611	80,353	89,485	91,795		
918021 - EMPLOYER CONTR-I.M.R.F.	0	0	352	0		
918023 - EMPLOYER CONTR-FIRE PEN	1,491,024	1,671,667	1,671,667	1,889,049		
918030 - EAP PROGRAM	0	1,568	1,568	1,587		
918040 - LIFE INS PREMIUMS	17,954	14,668	18,830	14,811		
918050 - PPO INSURANCE PREMIUMS	1,379,143	1,228,431	1,258,630	1,289,019		
918051 - HMO INSURANCE PREMIUMS	0	180,530	161,490	173,358		
918055 - DENTAL INSURANCE PREMIUMS	88,348	80,764	83,420	85,555		
918070 - WORKERS COMPENSATION	639,488	771,368	761,415	918,739		
918080 - UNIFORM ALLOWANCE	60,850	67,400	67,400	68,100		
918085 - RHS PLAN PAYOUT	22,695	86,670	180,932	72,252		
TOTAL BENEFITS	**3,789,286**	**4,184,975**	**4,296,745**	**4,607,635**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	40,310	24,300	30,000	17,500	NEXTEL PHONES : BC'S & FRONT LINE VEHICLES	8,500
					PAGERS FOR ALL MEMBERS	9,000
920202 - CONFERENCES	4,958	11,500	11,500	0		
920204 - TRAINING	50,573	44,500	44,500	54,800	FIRE OFFICER I, II, III, HAZMAT, DIVE, SPECIAL RESCUE	23,000
					FF ACADEMY/HAZMAT TRAINING (X 5 REPLCMNT HIRES)	11,500
					INCIDENT COMMAND, READING SMOKE, FIRE ATTACK, ETC	4,000
					FIRE APPARATUS ENGINEER CLASS	1,300
					ENGINE AND TRUCK COMPANY OPS. X 8 NON-OFFICERS	5,700
					HAZMAT TRAINING - ERTC	4,300
					FIREGROUND COMPANY OFFICER SCHOOL	5,000
920206 - SEMINARS	5,811	0	0	0		
920210 - IN-SERVICE TRAINING	19,721	16,000	14,000	14,000	EMS: NWCH PARAMEDIC TRAINING (MONTHLY CON-ED)	14,000
					AND NWCH ADMIN. AND I.T. (ANNUAL FEES)	0

1222 - FIRE EMERGENCY SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920220 - MEMBERSHIP DUES	45	23,358	23,388	23,358	NIPSTA MEMBERSHIP (102 MEMBERS AT $229)	23,358
920225 - LICENSING/TITLES	100	100	125	125	LICENSING FOR AMBULANCES	125
920341 - INSURANCE PREMIUMS (LIAB)	992	1,000	992	1,000	DIVE: PADI INSURANCE FOR DIVE MASTER	1,000
920900 - PROPERTY/LIAB CONTRIB	96,617	106,642	106,642	75,760	INTERNAL SERVICE FUND CHARGE	75,760
930010 - R & M EQUIPMENT	64,055	34,000	19,500	29,000	FIRE EQUIPMENT AND ANNUAL LADDER TESTING	15,000
					RADIOS AND MOBILE LAPTOPS (MDT'S)	5,000
					EMS EQUIPMENT	5,000
					UPGRADE\REPAIR DIVE EQUIPMENT	4,000
930020 - R & M BLDGS & STRUCTURES	32,857	53,000	25,850	0		
930030 - R & M VEHICLES	1,047	0	75	0		
930110 - R & M SOFTWARE	0	0	0	850	24-7 EMS TRAINING PROGRAM SUBSCRIPTION	850
930200 - RENTALS & LEASES	0	0	840	850	DISHWASHER LEASE	850
930210 - RENTAL OF EQUIPMENT	3,201	0	0	0		
960040 - EMPLOYEE PHYSICALS	35,200	43,500	43,500	41,000	ANNUAL PHYSICALS FOR ALL FIREFIGHTERS, FLU SHOTS	41,000
960070 - TRAVEL EXPENSES	1,587	100	60	500	GAS, TOLLS, PARKING, MILEAGE	500
TOTAL CONTRACTUAL SERVICES	**357,073**	**358,000**	**320,972**	**258,743**		

COMMODITIES

970100 - OFFICE SUPPLIES	52,523	34,000	34,000	3,500	NOTEBOOKS, PENS, PENCILS, CALENDARS, LOG BOOKS	3,500
970101 - IN-SERVICE TRAINING SUPLY	5,493	5,000	5,000	0		
970110 - MEALS (PRSNRS/WRKRS/VOLS)	4,174	0	16	0		
970115 - SUPPLIES: DEPT/OTHER	0	0	0	40,550	EMS:EQUIPMENT AND SUPPLIES FOR AMBS. AND ENGINES	21,000
					SUPPRESSION: SMALL TOOLS AND EQUIPMENT	5,000
					SUPPRESSION: FIREFIGHTING FOAM	4,000
					GENERAL FIRE STATION SUPPLIES	4,050
					IN SERVICE TRAINING, ROOF SIMULATOR, WOOD, LUMBER	6,500
970170 - JANITORIAL	13,226	15,000	15,000	15,000	STATION SUPPLIES: TOLIET PAPER, PAPER TOWELS, VACUUM	15,000
					CLEANERS/BAGS, MOPS, BROOMS, CLEANERS, ETC. FOR ALL	0
					THREE STATIONS	0
970190 - UNIFORMS/APPAREL/CLOTHING	35,321	35,000	40,200	25,000	SUPPRESSION: FIRE GEAR AND UNIFORMS (NEW HIRES) AND	25,000
					R/M FIRE GEAR: HELMETS, GLOVES, BOOTS, ETC....	0
					DIVE: DIVE SUITS	0
970260 - POSTAGE AND PARCEL	1,577	700	600	900	POSTAGE TO MAIL EQUIPMENT FOR REPAIRS,RETURNS	900
970270 - PRINTING-REPROD-BINDING	1,862	2,000	2,400	2,200	FORMS	1,600
					PUBLIC CPR PROGRAM: INSTRUCTIONAL MATERIALS	600

1222 - FIRE EMERGENCY SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970310 - SUPPLIES: EQUIP R/M	26,013	20,000	12,000	20,000	R/M SUPPLIES FOR ALL FIREFIGHTING AND EMS EQUIPMENT	20,000
970320 - SUPPLIES: BLDG R/M	7,240	10,000	10,000	0		
970330 - SUPPLIES: VEHICLE R/M	63	200	0	0	MISCELLANOUS SUPPLIES TO REPAIR VEHICLES	0
970620 - SUBSCRIPTIONS & BOOKS	-60	0	0	0	VARIOUS TRADE NEWSLETTERS & PUBLICATIONS	0
970840 - DIESEL	108	0	0	0		
970850 - GASOLINE	278	100	131	200	GASOLINE FOR SMALL TOOLS,EMERGENCY PURCHASES	200
970900 - EQUIPMENT <$5,000	38,600	28,000	25,000	28,400	SUPRESSION: NOZZLES, ADAPTERS, APPLIANCE REPLACEMENT	5,000
					SUPRESSION: TOOLS, PPV FANS, EXTRICATION EQUIPMENT	5,000
					DIVE: EQUIPMENT	2,500
					TRT: EQUIPMENT	2,400
					SUPPRESSION: FIRE HOSE	7,500
					HAZMAT: SHELVING SYSTEM FOR TRAILER	5,000
					HAZMAT: EQUIPMENT	1,000
TOTAL COMMODITIES	**186,417**	**150,000**	**144,347**	**135,750**		

CAPITAL EXPENDITURES

980400 - EQUIPMENT	0	41,500	41,500	20,892	ZOLL DEFIBRILLATORS 2 @ $10,446)	20,892
TOTAL CAPITAL EXPENDITURES	**0**	**41,500**	**41,500**	**20,892**		
Division Totals	**12,027,910**	**12,746,620**	**13,115,733**	**13,418,813**		

PERSONNEL EXHIBIT

Department: Fire | Div: Fire Prevention | Div. No: 1223

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Division Chief - Fire Prevention	1.00	1.00	1.00
Inspectors	3.00	3.00	3.00
Secretary	1.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	4.00	5.00	5.00

FY 2009 Budget WorkSheet

1223 - FIRE PREVENTION SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	312,328	392,511	355,500	406,616		
910300 - SUPERVISORY OVERTIME	1,612	1,611	0	1,671		
910400 - NON-SUPERVISORY OVERTIME	1,380	3,759	1,445	3,900		
910500 - VACATION PAY	22,921	0	36,365	0		
910600 - SICK PAY	477	0	1,015	0		
910700 - HOLIDAY PAY	14,793	0	16,500	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	111	0		
910970 - COMPENSATED ABSENCES	37,950	3,627	3,627	0		
TOTAL SALARIES	**391,461**	**401,508**	**414,563**	**412,187**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	259	51	51	171		
918020 - EMPLOYER CONTR-F.I.C.A.	4,618	6,680	6,550	7,193		
918021 - EMPLOYER CONTR-I.M.R.F.	1,634	4,181	4,210	4,672		
918023 - EMPLOYER CONTR-FIRE PEN	70,147	78,401	78,401	87,618		
918030 - EAP PROGRAM	0	51	51	81		
918040 - LIFE INS PREMIUMS	880	775	1,027	775		
918050 - PPO INSURANCE PREMIUMS	65,397	70,124	86,405	89,934		
918051 - HMO INSURANCE PREMIUMS	0	9,501	0	0		
918055 - DENTAL INSURANCE PREMIUMS	3,740	4,840	4,217	4,275		
918070 - WORKERS COMPENSATION	28,498	36,761	34,032	42,749		
918080 - UNIFORM ALLOWANCE	3,000	2,950	3,000	3,000		
918085 - RHS PLAN PAYOUT	0	0	36,093	5,890		
TOTAL BENEFITS	**178,172**	**214,315**	**254,037**	**246,358**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	1,622	3,200	2,300	3,000	NEXTEL CELL PHONES X 4\1BB	2,700
					PAGERS (3)	300
920202 - CONFERENCES	0	3,600	3,600	0		
920204 - TRAINING	6,133	5,500	5,500	6,200	FIRE PREVENTION OFFICER I,II,III CLASSES (3 INSPECTORS)	1,750
					FIRE OFFICER I,II CLASSES (3 INSPECTORS)	2,475
					NFPA PLAN REVIEW CLASS (1 INSPECTOR)	1,000
					FIRE PREVENTION CLASSES	975
920206 - SEMINARS	430	0	0	0		
920220 - MEMBERSHIP DUES	335	350	350	415	FIRE INVESTIGATORS STRIKE FORCE DUES	90
					NFPA MEMBERSHIP	150
					ILL. FIRE INSPECTORS ASSOC.	175
920240 - RECORDS PRESERVATION	0	300	100	0		
920900 - PROPERTY/LIAB CONTRIB	10,699	8,838	8,838	6,420	INTERNAL SERVICE FUND CHARGE	6,420
930030 - R & M VEHICLES	0	200	0	100	CAR WASHES	100
930210 - RENTAL OF EQUIPMENT	0	250	250	250	OPEN HOUSE ACTIVITIES	250
960070 - TRAVEL EXPENSES	0	0	60	200	GAS, AIRFARE, PARKING, TOLLS, MILEAGE	200
TOTAL CONTRACTUAL SERVICES	**19,219**	**22,238**	**20,998**	**16,585**		

1223 - FIRE PREVENTION SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
COMMODITIES						
970100 - OFFICE SUPPLIES	5,032	3,000	1,300	1,300	COPY PAPER, PENS, PAPER CLIPS ETC.	1,300
970110 - MEALS (PRSNRS/WRKRS/VOLS)	28	500	500	300	FOOD, REFRESHMENTS FOR OPEN HOUSE, PROM NIGHT, ETC	300
970115 - SUPPLIES: DEPT/OTHER	0	0	0	1,600	SUPPLIES	400
					PROMOTIONAL ITEMS: BOOKS, HELMETS, ETC	1,200
970260 - POSTAGE AND PARCEL	0	100	0	50	POSTAGE & SHIPPING CHARGES	50
970270 - PRINTING-REPROD-BINDING	492	800	400	400	INSPECTION FORMS, FIRE PREVENTION BOOKLETS, ETC.	400
970310 - SUPPLIES: EQUIP R/M	0	300	300	100	PARTS FOR RADIOS, OFFICE EQUIPMENT, GAS METERS, ETC.	100
970620 - SUBSCRIPTIONS & BOOKS	338	875	850	1,350	CODE UPDATES,BOOKS,MANUALS	1,350
970850 - GASOLINE	667	0	0	0		
970900 - EQUIPMENT <$5,000	2,250	2,000	2,000	2,000	OFFICE EQUIPMENT, FLASHLIGHTS, INVESTIGATION FEAR, ETC.	2,000
TOTAL COMMODITIES	**8,807**	**7,575**	**5,350**	**7,100**		
Division Totals	**597,658**	**645,636**	**694,948**	**682,230**		

2009 Budget

HOMELAND SECURITY AND EMERGENCY MANAGEMENT AGENCY

OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$85,887	**$53,135**	**$52,833**	**$55,412**	**$51,484**	**$96,132**

This Division coordinates the City's emergency operations during times of disaster and supports the Fire, Police, and Public Works Departments in times of emergency and in other more routine duties. EMA also works with various Federal, State, County and Township departments including providing mutual aid to surrounding communities. EMA is responsible for staffing and maintaining the Emergency Operations Center (EOC) in City Hall. A Coordinator and 30 volunteers who are "on-call" on a 24-hour basis staff EMA. EMA volunteers are trained to provide lighting, communications, crowd, and traffic control. During severe weather conditions, EMA provides the City with advanced warning of approaching storms through the use of on-line computer link-ups with the National Weather Service, weather satellites, neighboring communities and trained "weather spotters". EMA also is responsible for maintaining the City's 11 outdoor warning siren systems.

PERSONNEL EXHIBIT

Department: Fire Div: EMA Div. No: 1224

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Deputy Executive Coordinator	0.00	0.00	1.00
EMA Director	0.50	0.50	0.00
EMA Assistant	0.50	0.50	0.00
Total Full Time Equivalent (FTE) Employees:	1.00	1.00	1.00

FY 2009 Budget WorkSheet

1224 - EMA

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	0	0	0	47,500		
910200 - TEMPORARY WAGES	9,084	9,365	9,365	0		
TOTAL SALARIES	**9,084**	**9,365**	**9,365**	**47,500**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	7	2	2	0		
918020 - EMPLOYER CONTR-F.I.C.A.	707	717	717	3,634		
918021 - EMPLOYER CONTR-I.M.R.F.	0	0	0	4,812		
918070 - WORKERS COMPENSATION	20	26	26	0		
918080 - UNIFORM ALLOWANCE	0	1,400	1,400	0		
TOTAL BENEFITS	**734**	**2,145**	**2,145**	**8,446**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	9,824	7,900	10,000	4,600	NEXTEL PHONES X 8\1BB	4,600
920202 - CONFERENCES	538	650	833	0		
920204 - TRAINING	726	1,800	646	1,500	TRAINING CLASSES, WEATHER SPOTTING, HAZMAT ETC.	1,500
920206 - SEMINARS	1,049	0	0	0		
920210 - IN-SERVICE TRAINING	0	500	250	0		
920220 - MEMBERSHIP DUES	915	925	935	950	IEMA MEMBERSHIP - 3	950
920900 - PROPERTY/LIAB CONTRIB	12,952	8,932	8,932	5,636	INTERNAL SERVICE FUND CHARGE	5,636
930010 - R & M EQUIPMENT	3,739	3,000	2,600	3,000	R & M OF EQUIPMENT, LIGHT TRAILERS, WARNING SIREN, ETC	3,000
930020 - R & M BLDGS & STRUCTURES	0	2,000	0	0		
930030 - R & M VEHICLES	156	125	48	0		
960040 - EMPLOYEE PHYSICALS	73	0	0	0		
960070 - TRAVEL EXPENSES	184	500	300	100	GAS,PARKING,MILEAGE,TOLLS	100
960990 - MISC CONTRACTUAL SVCS	0	0	0	5,000	EMA STIPEND	2,500
					CITIZEN CORP STIPEND	2,500
TOTAL CONTRACTUAL SERVICES	**30,155**	**26,332**	**24,544**	**20,786**		
COMMODITIES						
970100 - OFFICE SUPPLIES	5,055	3,500	3,500	1,500	PAPER, PENS, PENCILS, ETC.	1,500
970110 - MEALS (PRSNRS/WRKRS/VOLS)	2,782	1,000	680	750	EVENT MEALS	750
970115 - SUPPLIES: DEPT/OTHER	0	0	0	5,000	DISASTER SUPPLIES, (FLASHLIGHTS,CLEAN-UP, ETC)	5,000
970190 - UNIFORMS/APPAREL/CLOTHING	4,225	2,500	1,350	2,000	UNIFORMS FOR EMA PERSONNEL	2,000
970270 - PRINTING-REPROD-BINDING	389	1,000	0	250	PRINTING OF EMA DISASTER BROCHURES & FORMS	250
970310 - SUPPLIES: EQUIP R/M	728	2,000	100	1,000	REPAIR EMA TOOLS & EQUIPMENT.	1,000
970320 - SUPPLIES: BLDG R/M	0	1,000	3,500	0		
970620 - SUBSCRIPTIONS & BOOKS	-409	400	400	400	EMA PERIODICALS & MANUALS	400
970820 - ELECTRICITY	0	170	0	0		
970850 - GASOLINE	34	0	0	0		

FY 2009 Budget WorkSheet

1224 - EMA

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970900 - EQUIPMENT <$5,000	55	6,000	5,900	8,500	TOOLS, EQUIPMENT, PHONES, ETC	4,000
					RADIOS	2,500
					NOTIFICATION MAILBOXES	2,000
TOTAL COMMODITIES	**12,859**	**17,570**	**15,430**	**19,400**		
Division Totals	**52,833**	**55,412**	**51,484**	**96,132**		

OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$22,925	**$73,445**	**$126,286**	**$84,790**	**$52,660**	**$122,905**

The Board of Fire and Police Commission is composed of three non-paid members, appointed by the Mayor, with City Council approval. The Commission is responsible to administer the testing and selection process for hiring and promotions within the sworn ranks of the Fire and Police Departments. The Commission also conducts hearings for suspension and/or termination of sworn members of the Fire and Police Departments.

OBJECTIVE

To provide the citizens of Des Plaines with professional Fire and Police Departments through a fair and impartial hiring, promotional and disciplinary process.

Entrance and Promotional Examinations

Rank	Date of Next Exam	Longevity of List
Fire Department		
Entrance for Firefighter / Paramedic	March 2009	2 years
Lieutenant	March 2010	3 years
Police Department		
Entrance for Police Officers	March 2009	2 years
Sergeants	March 2009	3 years

1241 - POLICE & FIRE COMMISSION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	33,844	25,000	18,500	0		
920110 - PROFESSIONAL SERVICES	0	0	0	5,000	LEGAL ADVICE	5,000
920204 - TRAINING	0	2,100	1,600	2,100	VARIOUS TRAINING FOR COMMISSIONERS TO STAY UP-TO-DATE	2,100
					WITH CURRENT LAWS, TESTING PROCEDURES, ETC.	0
920220 - MEMBERSHIP DUES	375	400	400	400	THE ILLINOIS FIRE & POLICE COMMISSIONERS ASSOCIATION	400
920230 - PUBLICATION OF NOTICES	12,726	5,450	662	22,750	FUNDS TO ADVERTISE ENTRANCE EXAMINATION TEST FOR	22,750
					FIRE AND POLICE	0
920240 - RECORDS PRESERVATION	0	2,000	200	0		
930210 - RENTAL OF EQUIPMENT	0	0	0	1,000	EQUIPMENT NEEDED TO CONDUCT THE FIRE AGILITY TEST	1,000
960040 - EMPLOYEE PHYSICALS	30,097	16,670	10,032	12,065	FIRE: 5 CANDIDATES @ $1093.00 EACH	5,465
					POLICE: 6 CANDIDATES @ $1,100.00 EACH	6,600
960050 - EMPLOYEE EXAMINATIONS	47,259	31,370	17,700	74,990	POLICE: PSYCHOLOGICAL TESTING, $550.00 EACH X 6	3,300
					POLICE: POLYGRAPH TESTING, $300.00 EACH X 6	1,800
					POLICE: ENTRANCE EXAMS/ PROCESS	15,000
					FIRE: PSYCHOLOGICAL TESTING, $345.00 EACH X 6	2,070
					FIRE: POLYGRAPH TESTING, $125.00 EACH X 6	750
					FIRE: BACKGROUND INVESTIGATIONS, $150.00 EACH X 6	900
					FIRE ENTRANCE TEST	20,000
					FIRE: INTEGRITY TEST, $19.00 EACH X 30 MINIMUM	570
					POLICE:SARGEANTS EXAM PROCESS	30,000
					POLICE: PEP $100.00 EACH X 6	600
960070 - TRAVEL EXPENSES	0	100	60	200	MILEAGE, TOLLS, PARKING, GAS, AIRFARE	200
TOTAL CONTRACTUAL SERVICES	**124,300**	**83,090**	**49,154**	**118,505**		
COMMODITIES						
970100 - OFFICE SUPPLIES	1,401	0	538	400	OFFICE SUPPLIES: BINDERS, FOLDERS, ETC.	400
970110 - MEALS (PRSNRS/WRKRS/VOLS)	585	1,000	100	500	FOOD, RFRSHMNTS FOR COMMINISSIONERS & HELP	500
					FOR POLICE AND FIRE TESTING.	0
970115 - SUPPLIES: DEPT/OTHER	0	0	0	200	MISC. SUPPLIES	200
970260 - POSTAGE AND PARCEL	0	500	0	1,000	POSTAGE & MAILING	1,000
970270 - PRINTING-REPROD-BINDING	0	200	1,368	2,300	FUNDS TO PRINT APPLICATION FORMS,	2,400
TOTAL COMMODITIES	**1,986**	**1,700**	**2,006**	**4,400**		

1241 - POLICE & FIRE COMMISSION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980600 - FURNITURE & FIXTURES	0	0	1,500	0		
TOTAL CAPITAL EXPENDITURES	**0**	**0**	**1,500**	**0**		
Division Totals	**126,286**	**84,790**	**52,660**	**122,905**		

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OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$835,978	**$927,066**	**$973,313**	**$967,109**	**$963,831**	**$778,554**

One of the primary responsibilities of the Engineering Department is the administration of public improvements within the City. The Department prepares the 5-Year Capital Improvement Program (C.I.P.) and implements the program by producing designs, plans and specifications and managing construction of the improvements. The C.I.P., updated on an annual basis, addresses the City's infrastructure needs and includes street, alley, sidewalk, curb & gutter, water system, drainage, sewer and streetscape improvements. A component to the C.I.P. process is the pavement condition index that evaluates the condition of all City streets and alleys.

The Department also reviews development plans and building permit applications as they pertain to site drainage, traffic, and the construction of public improvements. Department personnel also perform construction inspections relative to these improvements.

Civil engineering consultants are occasionally retained to work on major capital improvement projects, engineering reports and designs requiring unusual expertise. Accordingly, the Department recommends the employment of consultants and manages their performance on projects.

The Department interfaces with various outside agencies, such as the Army Corps of Engineers, Metropolitan Water Reclamation District, Illinois Department of Transportation, Illinois Tollway, Illinois Department of Natural Resources, Cook County Highway Department, private utility companies, railroads and reviews and coordinates their permits and plans.

The Department disseminates public information such as floodplain data, benchmark elevations, locations of City utilities, and miscellaneous engineering data. Citizen requests pertaining to drainage, floodplain, public improvements, utilities, and traffic concerns are investigated by the Department.

Funding for the Engineering Department is primarily from the General Fund with some exceptions. The Assistant Director of Engineering and two Engineering Inspectors are funded from the Capital Projects Fund and one Civil Engineer is funded by the Water/Sewer Fund.

ENGINEERING DEPARTMENT PROGRAM OBJECTIVES

The capital improvements proposed for construction in 2009 are identified in the 5-Year Capital Improvement Program at a cost of $8.9 million. Sources of revenue for the C.I.P. presently include the Capital Projects Fund ($2.2 million), Motor Fuel Tax Fund ($1.3 million), Water Fund ($1

million), Sanitary Sewer Fund ($500,000), Tax Increment Finance Districts #1 and #6 ($650,000), federal and state grants ($2 million), and current fund balances ($1.2 million).

The following types of projects and their approximate funding levels will be recommended to the City Council during C.I.P. discussions for improvements in 2009: Street Resurfacing ($233,000), Street Rehabilitation ($888,000), Street Reconstruction ($128,000), Sewer/Drainage System Improvements ($2.2 million), Water System Improvements ($1.5 million), Soundwall Construction ($500,000), Sidewalk/Trail Improvements ($1.9 million), and Curb and Gutter Replacement ($150,000), Engineering Services ($562,000), Alley Reconstruction ($265,000) and Traffic Signal Improvements ($400,000).

Also in 2009, the Department will be working with a number of regional agencies to coordinate their projects during the programming and design phases of the improvements. Those projects include Des Plaines Riverwalk-Cook County Forest Preserve District, Big Bend Lake Reservoir design, Tri-State northbound widening, Tri-State southbound design, Northwest Tollway widening preliminary design, Potter Road Reconstruction, Algonquin Road Railroad Grade Separation Feasibility Study, Des Plaines Transit Center Platform Improvements and various other projects.

Description of Services

1. Administer Capital Improvement Projects (Produce Plans, Designs, Write Contracts & Specifications, Manage Construction)
   a) Street Reconstruction/Rehabilitation/Resurfacing/ Streetscape Construction/Alley Reconstruction
   b) Sidewalk Replacement Programs
   c) Water System Studies/Extensions
   d) Water Main Improvements
   e) Storm Sewers/Surface Drainage Improvements
   f) Sanitary Sewer Rehabilitation
   g) Traffic Studies

2. Review Plans
   a) Subdivisions and Developments
   b) Lot Grading/Site improvements for Building Permits
   c) Private Utility Permit Applications
   d) Regional Agency Projects
      1) Illinois Department of Transportation (IDOT)
      2) Illinois Department of Natural Resources
      3) Cook County Highway Department
      4) Metropolitan Water Reclamation District
      5) Illinois State Toll Highway Authority
      6) Army Corps of Engineers
      7) Illinois Environmental Protection Agency
      8) Metra/Union Pacific Railroad/Canadian National Railroad

3. Provide Public Information
   a) Floodplain, Floodway Maps and Determinations
   b) Wetlands Inventory Maps
   c) Aerial Contour Photographs
   d) City Utility Information
   e) City Property/Right-of-Way Information
   f) Elevation Bench Marks, Latitude/Longitude, State Plane Coordinates
   g) FOI Inquiries

4. Prepare/Review Agreements
   a) Easements, Legal Descriptions
   b) License Agreements
   c) Redevelopment Agreements
   d) Exhibits

2008 MAJOR ACCOMPLISHMENTS

1. Initiated Phase I engineering and design for the Des Plaines Riverwalk Project.

2. Perform feasibility study to support an Elmhurst Road or Mt. Prospect Road/ Northwest Tollway Interchange.

3. Began implementation of the Downtown Parking and Traffic Study plan recommendations.

4. Drafted and adopted revised storm water ordinance and procedures for the City in compliance with the City's NPDES Phase II permit.

5. Revised Flood Plain ordinance to remain compliant with National Flood Insurance Program.

6. Obtained Community Rating System rating of "6."

7. Worked on Metropolitan Water Reclamation District's Technical Advisory Committee for new county-wide stormwater management ordinance.

8. Completed design of 7 new Emergency Vehicle Pre-emption installations in the City. The construction will complete the outfitting of the City's signals with EVP.

9. Initiated design of the Lee Street and Perry Street traffic signals.

10. Initiated site design for Fire Station #4.

11. Worked with Illinois State Toll Highway Authority on their Tri-State and Northwest Tollway widening projects to minimize impact on Des Plaines.

12. Continued working with legislators, railroads, Illinois Department of Transportation, Illinois Commerce Commission, Federal Railroad Administration on gate malfunctions.

13. Initiated feasibility study for Algonquin Road Railroad Grade Separation.

14. Worked on site selection for new Police Station.

15. Reviewed and applied for various state and federal grants.

2009 GOALS AND OBJECTIVES

1. Assess impacts of 2008 storm and flood. Amend Storm Water Master Plan by identify new drainage improvement locations.

2. Secure land rights from Forest Preserve District of Cook County for Big Bend Lake Reservoir expansion.

3. Improve condition of sidewalks and curbs by increasing the annual funding of the Sidewalk and Curb and Gutter replacement program.

4. Continue implementing the Downtown Parking and Traffic Study recommendations.

5. Improve fire flow capacity of water system by constructing local water mains and replacement water main.

6. Investigate emergency water supply connections for possible improvements.

7. Complete remaining Emergency Vehicle Pre-emption installations in the City.

8. Construct the Lee Street at Perry Street traffic signal improvements.

9. Prepare site and utility plans for Fire Stations #4.

10. Continue efforts to reduce railroad delays.

11. Complete transportation data layer in Geographical Information System database.

12. Include transportation review (traffic calming) as part of Capital Improvement Program street design.

13. Improve the bicycle and pedestrian infrastructure throughout the City.

14. Increase traffic congestion and safety of the walking environment around schools and parks.

15. Improve quality of construction on private development projects.

16. Work on site development for new Police Station.

17. Review and apply for various state and federal grants.

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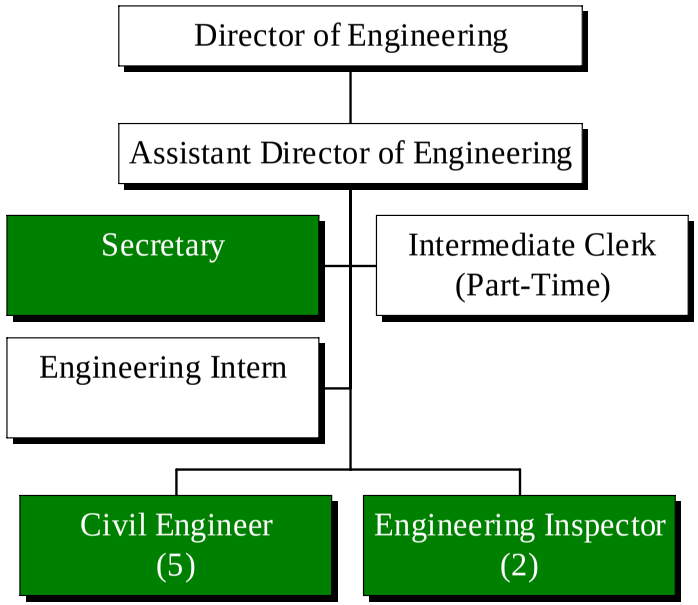
Engineering Department



AFSCME

FY 2009

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PERSONNEL EXHIBIT

Department: Engineering | Div: Engineering/General Fund | Div: No: 1811

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Director of Engineering	1.00	1.00	1.00
Civil Engineer	4.00	4.00	4.00
Principal Engineering Technician	2.00	2.00	0.00
Secretary	1.00	1.00	1.00
Engineering Intern	0.50	0.50	0.00
Total Full Time Equivalent (FTE) Employees:	8.50	8.50	6.00

FY 2009 Budget WorkSheet

1811 - ENGINEERING/GENERAL

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	539,182	657,932	567,775	550,051		
910200 - TEMPORARY WAGES	6,705	6,500	5,475	0		
910400 - NON-SUPERVISORY OVERTIME	18,850	16,068	14,400	16,671		
910500 - VACATION PAY	40,182	0	53,095	0		
910600 - SICK PAY	11,149	0	8,545	0		
910700 - HOLIDAY PAY	25,608	0	26,500	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	0	0		
910950 - EXCESS SICK HRS PAY OUT	0	3,816	2,714	3,533		
910970 - COMPENSATED ABSENCES	-68,431	25,456	25,456	0		
TOTAL SALARIES	**573,244**	**709,772**	**703,960**	**570,255**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	472	129	129	251		
918020 - EMPLOYER CONTR-F.I.C.A.	48,273	48,427	51,445	40,300		
918021 - EMPLOYER CONTR-I.M.R.F.	68,620	66,451	67,100	55,720		
918030 - EAP PROGRAM	0	130	130	118		
918040 - LIFE INS PREMIUMS	1,558	1,204	1,560	942		
918050 - PPO INSURANCE PREMIUMS	82,530	33,779	33,779	26,956		
918051 - HMO INSURANCE PREMIUMS	0	51,737	50,600	40,812		
918055 - DENTAL INSURANCE PREMIUMS	6,390	5,752	5,752	4,240		
918070 - WORKERS COMPENSATION	4,518	5,798	5,300	5,172		
918080 - UNIFORM ALLOWANCE	480	480	480	320		
918085 - RHS PLAN PAYOUT	0	1,241	2,199	2,381		
TOTAL BENEFITS	**212,841**	**215,128**	**218,474**	**177,212**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	500	500	500	GEOTECHNICAL ENGINEERING SERVICES	500
920120 - COMMUNICATION SERVICES	3,641	4,500	3,850	6,600	NEXTEL PHONES	6,600
920202 - CONFERENCES	2,022	2,060	2,395	0		
920204 - TRAINING	123	2,000	2,000	2,000	AUTOCAD	1,000
					ASCE SEMINARS	1,000
920206 - SEMINARS	225	0	0	0		
920220 - MEMBERSHIP DUES	1,407	1,300	1,300	1,300	AMERICAN SOCIETY OF CIVIL ENGINEERS	500
					AMERICAN PUBLIC WORKS ASSOCIATION	250
					ILLUMINATING ENGINEERING SOCIETY OF N.A.	150
					NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS	400
920225 - LICENSING/TITLES	369	400	0	500	P.E. LICENSE RENEWALS	500
920235 - RECORDING FEES	0	0	0	0		
920900 - PROPERTY/LIAB CONTRIB	18,483	17,869	17,869	11,967	INTERNAL SERVICE FUND CHARGE	11,967
930010 - R & M EQUIPMENT	966	1,500	1,400	0		
930030 - R & M VEHICLES	36	0	0	0		
930110 - R & M SOFTWARE	2,000	2,060	2,060	0		
960070 - TRAVEL EXPENSES	498	200	503	300	MILEAGE, PARKING AND TOLLS	300

1811 - ENGINEERING/GENERAL

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960989 - GRANT CONTRACTUAL SRVS.	0	0	0	0		
960990 - MISC CONTRACTUAL SVCS	148,234	0	0	0		
TOTAL CONTRACTUAL SERVICES	**178,004**	**32,389**	**31,877**	**23,167**		
COMMODITIES						
970100 - OFFICE SUPPLIES	8,164	7,800	7,800	3,000	OFFICE, PAPER, BINDERS, PENS, ETC.	3,000
970110 - MEALS (PRSNRS/WRKRS/VOLS)	0	0	0	0		
970115 - SUPPLIES: DEPT/OTHER	0	0	0	3,000	FIELD SUPPLIES	3,000
970190 - UNIFORMS/APPAREL/CLOTHING	0	1,000	800	1,000	DEPARTMENT SHIRTS	1,000
970260 - POSTAGE AND PARCEL	277	300	200	200	FED EX	200
970270 - PRINTING-REPROD-BINDING	73	100	100	100	CAPITAL IMPROVEMENT PROGRAM PLAN REPRODUCTION	100
970620 - SUBSCRIPTIONS & BOOKS	711	620	620	620	ENGINEERING PUBLICATIONS & BOOKS	620
970700 - EMERGENCY PURCHASES	0	0	0	0		
970900 - EQUIPMENT <$5,000	0	0	0	0		
TOTAL COMMODITIES	**9,224**	**9,820**	**9,520**	**7,920**		
Division Totals	**973,313**	**967,109**	**963,831**	**778,554**		

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GEOGRAPHIC INFORMATION SYSTEMS (GIS)

OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$0	**$0**	**$245,315**	**$259,300**	**$230,200**	**$236,200**

This cost center was created in 2007 and accounts for expenditures relating to the Geographic Information Systems (GIS) function. The City belongs to the GIS Consortium along with the Village of Deerfield, Village of Glencoe, Village of Glenview, City of Highland Park, Village of Lincolnshire, Village of Lincolnwood, Village of Morton Grove, City of Park Ridge, Village of Skokie, Village of Winnetka, Village of Norridge, Village of Riverside, Elk Grove Village, and Village of Oak Brook. The City has belonged to the GIS Consortium since 2001. The main expenses for this cost center are the yearly fees for membership to the consortium and the service provider fees.

2008 ACCOMPLISHMENTS

1. Upgrade to Map Office Version 2.0.

2. Migrated all city GIS desktop users to the new ESRI ArcGIS 9.3 release

3. Updated the city parcel data per a delivery of new parcel data from Cook County.

4. Provided flood disaster management assistance during the September flooding event. This included creating damage assessment maps and creating address lists to aid in the evacuation of flood victims along the Des Plaines River.

5. Updated the Taste of Des Plaines map for the City Clerk's office to assist in the event's management and planning.

6. Provide an aerial photographic history of various properties for the Building Inspectors to assist in permit violation detection and dispute resolution.

7. Provide maps and city GIS data to outside consulting firms to assist the Community and Economic Development department in generating new growth within the city.

8. Provide updated Field Note Map books for the Public Works Department displaying the city's utility data. These books assist Public Works in field checking the city's utility data for accuracy.

9. Updated the city's Master Street Address Guide for the Finance Department to assist them in determining address accuracy along a given street.

10. Updated a fire response district map for the Fire Department to assist them in determining where they need to go and which response unit will respond to a given emergency call.

11. Added Pictometry oblique aerial photography to GIS system.

12. Fully integrated Granite XP sewer televising software into the Public Works department's daily workflow. This allows for sewer televising videos to be directly linked to the city's GIS utility data.

13. Created a traffic accident frequency map for city intersections using information provided by the Police Department. This map has been used to analyze intersections in residential neighborhoods that have higher crash rates based on improper or obstructed signage to help improve resident and driver safety.

2009 GOALS AND OBJECTIVES

1. ArcServer integration, web service development.

2. Implement KMLs on the city's website. KMLs are Google Earth files that can allow for city GIS data to be viewed by the general public.

3. Update aerial photography for city per delivery from Ayres Associates

4. Complete GIS integration with Laserfiche

6. Continue updating the city's utility database based on Field Note Mapbook edits and digital as-builts.

7. Introduce Utility Tracking Analyst as a method to trace pipe flow. The timeline for introducing this tool will be largely based on the utility update process.

8. Develop city staff GIS skill-sets to allow for increased data editing by users outside the GIS Department, especially with utility editing.

9. Develop a GPS/GIS data implementation workflow to utilize the potential for using GPS as a data update tool.

10. Continue to develop the city's GIS user community.

11. Integrate GIS more heavily into the Police Department to help maximize efficiency and improve community safety.

12. Continue to provide mapping support to city departments.

13. Implement a Fire Map inventory and Fire Grid system within the Fire Department to help improve the efficiency of the map update process and improve overall emergency response.

FY 2009 Budget WorkSheet

0659 - GIS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920202 - CONFERENCES	0	1,250	0	0		
920204 - TRAINING	265	1,500	1,200	1,500	ESRI TRAINING	1,500
930010 - R & M EQUIPMENT	1,659	500	500	0		
930110 - R & M SOFTWARE	12,102	16,500	16,500	0		
960070 - TRAVEL EXPENSES	817	0	0	0		
960990 - MISC CONTRACTUAL SVCS	213,890	237,550	210,000	233,200	GIS CONSORTIUM FEES - MGP, INC. (3% INCREASE FROM 2008)	176,000
					INTERNET MAPPING	7,200
					GIS AERIAL PHOTOGRAPHY (CARRYOVER)	40,000
					PICTOMETRY	10,000
TOTAL CONTRACTUAL SERVICES	**228,732**	**257,300**	**228,200**	**234,700**		
COMMODITIES						
970100 - OFFICE SUPPLIES	1,392	2,000	2,000	500	OFFICE, PAPER, PENS, ETC.	500
970115 - SUPPLIES: DEPT/OTHER	0	0	0	1,000	FIELD SUPPLIES	1,000
TOTAL COMMODITIES	**1,392**	**2,000**	**2,000**	**1,500**		
CAPITAL EXPENDITURES						
980410 - COMPUTER HARDWARE	9,773	0	0	0		
980420 - COMPUTER SOFTWARE	5,418	0	0	0		
TOTAL CAPITAL EXPENDITURES	**15,191**	**0**	**0**	**0**		
Division Totals	**245,315**	**259,300**	**230,200**	**236,200**		

OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$2,328,531	**$2,701,179**	**$2,685,213**	**$3,279,082**	**$3,020,221**	**$2,306,333**

The Community and Economic Development Department is responsible for current and long-range planning functions, the administration of the City's Zoning Code, the enforcement of the Building Code and the administration of the federally funded Community Development Block Grant program. Staff advises the Mayor and City Council on all matters affecting the growth, development, redevelopment and overall current and long-range planning of the community. The Department provides support for the Architectural Commission, Plan Commission, Economic Development Commission and Zoning Board of Appeals.

Building and Code Enforcement Division

Through its Building Division, the Department issues building permits and performs inspections of construction projects in process. It interacts with citizens, architects, builders and developers at every step of the building process, from initial design state to the final inspection of completed projects. It is estimated that in 2008, over 3,000 permits will have been issued and over $1,200,000 in permit fees will have been collected. Based on projected activity, it is estimated that, in 2009, staff will conduct over 13,000 inspections with over 2,000 plan reviews. The division will also provide staff support to the Building Code Committee and the Architectural Review Commission.

Planning and Zoning Division

The division consists of 5 full-time employees, involved with subdivision, zoning, current and long-range planning and development activities. Staff provides assistance to property and business owners and developers involving subdivisions, zoning, planning and other development activities. The division provides support to the Plan Commission, Zoning Board of Appeals, Community Development Committee and City Council and conducts specialized planning projects. Staff also processes requests for zoning relief (variations, amendments, conditional uses and PUD's), building code variations and subdivisions.

Economic Development Division

Through its Economic Development Division, the Department serves as a conduit between the business community and the City. It assists existing businesses and works to attract new developments to the community. It provides staff support to the Economic Development Commission, whose mission is to create and maintain a favorable environment for the growth of business, industry and commerce within the City.

2008 MAJOR ACCOMPLISHMENTS

Building & Code Enforcement

- Successfully implemented the adoption of the 2005 National Electrical Code and the 2006 International Construction Codes.
- Successfully implemented an updated comprehensive building permit fee structure.
- Expanded office hours and completed cross training of departmental staff to improve customer service to persons requesting permits.
- Implemented a wireless data exchange system to allow inspectors in the field to respond to code and permit issues immediately.

Planning & Zoning

- Initiated the comprehensive zoning code conversion to a Form-based process.
- Initiated the Oakton / Elmhurst Road commercial corridor planning process.
- Continued implementation of the FAA Vision 100 planning process.
- Successfully competed for Regional Transportation Authority funds to initiate the Cumberland Transit-Oriented Development study.
- Initiated the public planning portion of the Five Corners redevelopment plan.
- Completed the redevelopment agreement for the TIF District #6 hotel development projects.
- Initiated strategic property acquisitions in support of downtown redevelopment activities.
- Completed regulatory actions on three major moderate density housing development projects.

Economic Development

- Completed an *Economic Development Strategic Plan* for adoption by the EDC.
- Served as point of contact to a number of major logistics center developments.
- Created new trade show booth components to enhance the professional appearance of the City's economic development marketing efforts.
- Converted the economic development materials to state of the art flash drive units to enhance marketing efforts.
- Developed new consumer-oriented marketing brochures for the downtown and for Metra ridership.
- Reinstituted the Business Visitation Program, utilizing members of the EDC along with City staff.

2009 GOALS AND OBJECTIVES

Departmental

- To advise the Mayor, City Council and City Manager on matters related to the orderly development of the community by maintaining an effective and responsive regulatory environment.
- To conduct major planning initiatives that will guide future redevelopment and resource allocation decisions.
- To enhance the professional support of citizen advisory bodies to ensure transparent and inclusive planning processes.
- To increase the responsiveness of the permitting process through the adoption of best practices in building codes.

Building & Code Enforcement

- To install software to create a seamless interface between the Building Division, Finance and Engineering Departments for the sharing of building permit applications.
- To install software to allow residents to track the permit application process on the City webpage.
- To establish a disposition reporting system to provide elected officials with the results of permit violation citations and housing court decisions.
- To review the mission of the Architectural Commission
- To initiate 'green building' code requirements and investigate the feasibility of developer incentives for achieving LEED certification.

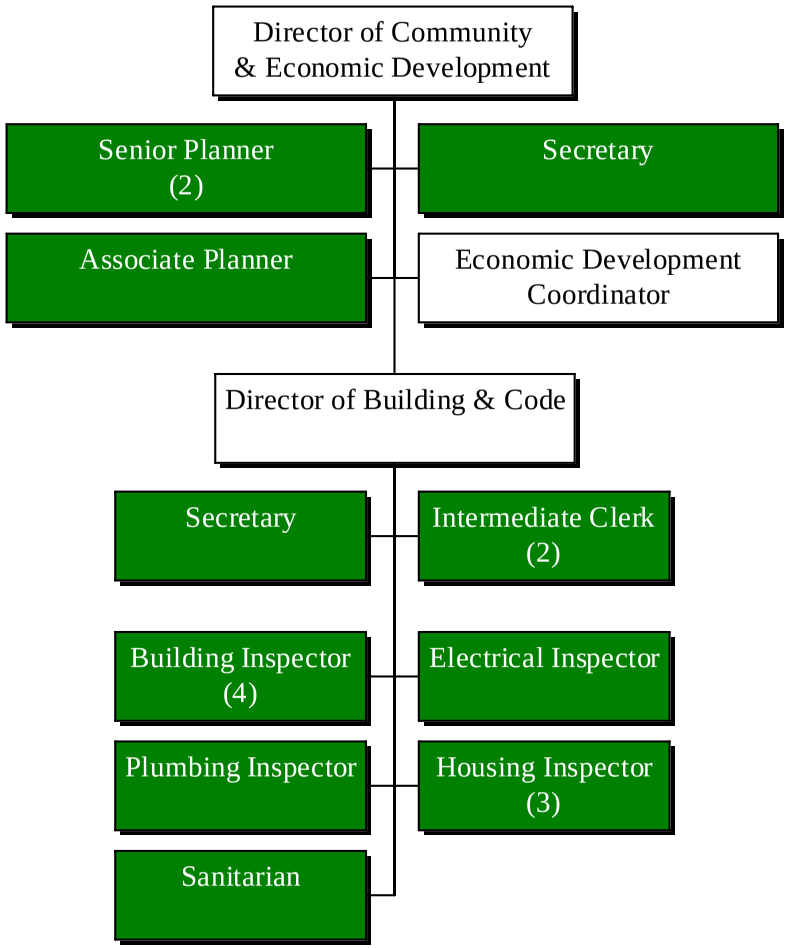
Planning & Zoning

- To continue to staff the Plan Commission and the Zoning Board of Appeals while implementing continual process improvements to the staff support function.
- To continue to implement the conversion of the zoning code to a Form-based Code system.
- To conclude the Oakton / Elmhurst Road Commercial Corridor Study.
- To initiate the Cumberland Transit-Oriented Development planning process.
- To conclude the TranSystems Railroad Grade Separation Feasibility Study process.
- To initiate the FAA Airport Land Use Compatibility manual project.
- To complete the land use planning and regulatory approval processes for TIF District #6 redevelopment.
- To continue the redevelopment planning for the Five Corners area.
- To expand the capacity of the Community Development Block Grant program to respond to critical housing affordability and mortgage foreclosure issues.

Economic Development

- To expand the Business Visitation Program, concentrating on businesses within the community's main commercial and industrial corridors.
- To increase the City's presence at retail, industrial and office-related trade shows.
- To increase media coverage of business retention, attraction and development efforts.
- To improve and expand the economic development-related content of the City web site.
- To strengthen business attraction efforts within the logistics, office and retail sectors.

Community & Economic Development Department



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PERSONNEL EXHIBIT

Department: CED | Div: Bldg & Code Enforcement | Div. No. 1820

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Deputy Director of Community Development	1.00	1.00	1.00
Plumbing Inspector	1.00	1.00	1.00
Electrical Inspector	1.00	1.00	1.00
Building Inspector	3.00	4.00	4.00
Elevator Inspector	1.00	1.00	0.00
Sanitarian	1.00	1.00	1.00
Housing Inspector	3.00	3.00	3.00
Secretary	1.00	1.00	1.00
Intermediate Clerk	2.00	2.00	2.00
Total Full Time Equivalent (FTE) Employees:	14.00	15.00	14.00

FY 2009 Budget WorkSheet

1820 - BLDG & CODE ENFORCEMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	837,577	976,001	842,500	953,416		
910200 - TEMPORARY WAGES	32,937	32,539	32,539	0		
910400 - NON-SUPERVISORY OVERTIME	2,627	3,000	2,600	3,113		
910500 - VACATION PAY	67,199	0	62,000	0		
910600 - SICK PAY	14,709	0	34,875	0		
910700 - HOLIDAY PAY	37,797	0	38,800	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	1,320	0		
910970 - COMPENSATED ABSENCES	-8,519	3,105	3,105	0		
TOTAL SALARIES	**984,327**	**1,014,645**	**1,017,739**	**956,529**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	655	201	201	431		
918020 - EMPLOYER CONTR-F.I.C.A.	64,205	75,316	74,450	72,936		
918021 - EMPLOYER CONTR-I.M.R.F.	95,762	98,576	98,250	96,581		
918030 - EAP PROGRAM	0	203	203	203		
918040 - LIFE INS PREMIUMS	2,790	2,203	2,667	1,918		
918050 - PPO INSURANCE PREMIUMS	183,220	150,010	141,210	133,536		
918051 - HMO INSURANCE PREMIUMS	0	37,654	36,818	39,579		
918055 - DENTAL INSURANCE PREMIUMS	12,648	11,715	10,830	10,616		
918070 - WORKERS COMPENSATION	22,623	29,048	25,125	34,457		
918080 - UNIFORM ALLOWANCE	800	800	800	720		
918085 - RHS PLAN PAYOUT	0	6,682	6,577	7,126		
TOTAL BENEFITS	**382,702**	**412,408**	**397,131**	**398,103**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	1,500	1,500	27,679	ENGINEERING CONSULTING	1,500
					ELEVATOR INSPECTIONS	26,179
920120 - COMMUNICATION SERVICES	6,707	7,500	7,500	7,400	CELL PHONE SERVICE (11)	7,400
920202 - CONFERENCES	556	2,200	1,900	0		
920204 - TRAINING	6,566	7,150	6,000	6,100	ICC TRAINING FOR FIELD STAFFPLAN EXAMINER 2 ICC CLASS	300
					BUILDING INSPECTOR 4 CERTIFICATION EXAMS	600
					BUILDING INSPECTOR 2 CERTIFICATION EXAMS	300
					HOUSING INSPECTOR 3 ICC CLASSES; 1 CERTIFICATION EXAM	500
					HOUSING INSPECTOR 3 ICC CLASSES; 1 CERTIFICATION EXAM	500
					HOUSING INSPECTOR 3 ICC CLASSES; 1 CERTIFICATION EXAM	500
					PLUMBING INSPECTOR CONTINUING EDUCATION SEMINAR	150
					SANITARIAN CONTINUING EDUCATION SEMINAR	125

1820 - BLDG & CODE ENFORCEMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920204 - TRAINING	6,566	7,150	6,000	6,100	ELECTRICAL INSPECTOR CONTINUING EDUCATION SEMINARS	850
					STATE OF ILLINOIS SANITARIAN LICENSE SEMINAR	475
					ILLINOIS ASSOCIATION OF ELECTRICAL INSPECTORS SEMINAR	1,125
					OTHER TRAINING	675
920206 - SEMINARS	354	0	0	0		
920220 - MEMBERSHIP DUES	855	850	500	850	IL ENVIRONMENTAL HEALTH ASS'N	95
					NORTH WEST BLDG. OFFICIALS & CODE ADMINISTRATORS	335
					IL ASS'N OF CODE ENFORCEMENT	100
					INT'L. ASS'N OF ELECTRICAL INSPECTORS	70
					INT'L. PLUMBING INSPECTORS ASS'N	70
					INT'L. CODE COUNCIL	180
920240 - RECORDS PRESERVATION	15,095	15,000	15,000	0		
920410 - SUBSIDY:FLOOD ASSISTANCE	0	0	0	50,000	50 HOMES AT $1,000 MAX EACH	50,000
920900 - PROPERTY/LIAB CONTRIB	24,529	25,031	25,031	16,635	INTERNAL SERVICE FUND CHARGE	16,635
930030 - R & M VEHICLES	160	125	0	0		
930110 - R & M SOFTWARE	28,121	0	0	0		
960070 - TRAVEL EXPENSES	1,618	300	1,000	300	PARKING, TOLLS, TRAINS	300
960990 - MISC CONTRACTUAL SVCS	1,714	2,500	1,800	1,000	TEMP ELECT AND PLUMB INSPECTORS TO COVER VAC	1,000
TOTAL CONTRACTUAL SERVICES	**86,275**	**62,156**	**60,231**	**109,964**		

COMMODITIES

970100 - OFFICE SUPPLIES	7,848	7,000	5,000	3,000	PAPER, PENS, PENCILS, ETC.	3,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	500	BUILDING SPECIFIC SUPPLIES	500
970190 - UNIFORMS/APPAREL/CLOTHING	4,049	4,300	3,100	3,000	SHIRTS FOR INSPECTORS	3,000
970260 - POSTAGE AND PARCEL	41	100	0	100	POSTAGE	100
970270 - PRINTING-REPROD-BINDING	2,970	2,600	2,000	1,500	PERMIT/INSPECTION FORMS PURCHASE, PRINT CODE AMENDMENTS	1,500
970620 - SUBSCRIPTIONS & BOOKS	1,662	2,200	1,000	2,000	ACI, BUILDING CODE PUBLICATIONS	2,000
970850 - GASOLINE	46	0	0	0		
970900 - EQUIPMENT <$5,000	485	500	1,400	500	CAMERAS, METERS, ETC.	500
TOTAL COMMODITIES	**17,101**	**16,700**	**12,500**	**10,600**		
Division Totals	**1,470,405**	**1,505,909**	**1,487,601**	**1,475,196**		

PERSONNEL EXHIBIT

Department: CED | Div: Planning & Zoning | Div. No: 1830

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Director of Community and Economic Development	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
Senior Planner	1.00	2.00	2.00
Associate Planner	0.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	3.00	5.00	5.00

FY 2009 Budget WorkSheet

1830 - PLANNING & ZONING

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	239,639	328,290	289,520	346,731		
910200 - TEMPORARY WAGES	2,490	15,600	0	0		
910500 - VACATION PAY	15,921	0	21,315	0		
910600 - SICK PAY	3,517	0	19,805	0		
910700 - HOLIDAY PAY	10,027	0	12,600	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	0	0		
910970 - COMPENSATED ABSENCES	15,476	449	449	0		
TOTAL SALARIES	**287,071**	**344,339**	**343,689**	**346,731**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	196	53	53	126		
918020 - EMPLOYER CONTR-F.I.C.A.	20,506	26,308	23,780	25,152		
918021 - EMPLOYER CONTR-I.M.R.F.	28,284	33,157	31,515	35,124		
918030 - EAP PROGRAM	0	53	53	59		
918040 - LIFE INS PREMIUMS	700	632	788	632		
918050 - PPO INSURANCE PREMIUMS	34,559	50,393	30,700	28,018		
918051 - HMO INSURANCE PREMIUMS	0	4,744	18,410	19,789		
918055 - DENTAL INSURANCE PREMIUMS	2,459	2,986	3,060	2,832		
918070 - WORKERS COMPENSATION	2,624	953	4,135	948		
TOTAL BENEFITS	**89,327**	**119,279**	**112,494**	**112,680**		
CONTRACTUAL SERVICES						
920050 - EXPENSES OF THE DIRECTOR	0	500	262	0		
920100 - LEGAL FEES	0	7,000	5,200	0		
920110 - PROFESSIONAL SERVICES	31,560	377,500	166,008	282,500	FAA GRANT - ZONING ORDINANCE UPDATE (CARRY OVER)	140,000
					FAA GRANT - ELMHURST/OAKTON SUB-AREA STUDY (CARRY OVER)	42,500
					AIRPORT LAND USE STUDY	100,000
920120 - COMMUNICATION SERVICES	764	750	750	1,250	CELL PHONE SERVICE	1,250
920202 - CONFERENCES	135	3,500	2,520	0		
920204 - TRAINING	1,023	1,250	984	1,250	LAND USE/PLANNING TRAINING	1,250
920220 - MEMBERSHIP DUES	1,870	1,650	2,000	2,100	APA MEMBERSHIP DIRECTOR	900
					APA MEMBERSHIP SENIOR PLANNER (2)	850
					IEDC	350
920230 - PUBLICATION OF NOTICES	5,522	5,000	2,205	4,000	PUBLISHING OF ZONING AND BUILDING CODE VARIATION CASES	4,000
920235 - RECORDING FEES	2,670	3,000	1,700	3,000	RECORDING OF SUBDIVISIONS	3,000
920240 - RECORDS PRESERVATION	31	2,000	674	0		
920900 - PROPERTY/LIAB CONTRIB	6,069	8,593	8,593	5,786	INTERNAL SERVICE FUND CHARGE	5,786
960070 - TRAVEL EXPENSES	298	300	101	300	PARKING, TOLLS, TRAIN	300
960990 - MISC CONTRACTUAL SVCS	6,834	8,240	3,382	6,400	SECRETARY FOR ZBA AND PC	6,400
TOTAL CONTRACTUAL SERVICES	**56,775**	**419,283**	**194,379**	**306,586**		

1830 - PLANNING & ZONING

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
COMMODITIES						
970100 - OFFICE SUPPLIES	1,772	2,500	2,500	2,000	PAPER, PENS, FOLDERS, ETC. -	2,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	0		
970190 - UNIFORMS/APPAREL/CLOTHING	81	500	213	500	SHIRTS FOR DEPARTMENT STAFF	500
970260 - POSTAGE AND PARCEL	437	400	370	400	FED EX AND SPECIAL MAILING CHARGES	400
970270 - PRINTING-REPROD-BINDING	216	600	153	600	REPORTS, PLANS	600
970620 - SUBSCRIPTIONS & BOOKS	614	1,000	338	750	SIDWELL BOOKS	500
					PLANNING LITERATURE	250
970900 - EQUIPMENT <$5,000	120	0	0	0		
TOTAL COMMODITIES	**3,241**	**5,000**	**3,574**	**4,250**		
Division Totals	**436,414**	**887,901**	**654,136**	**770,247**		

PERSONNEL EXHIBIT

Department: CED | Div: Economic Development | Div. No: 1840

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Deputy Director of Economic Development	1.00	1.00	0.00
Economic Development Coordinator	0.00	0.25	0.25
Total Full Time Equivalent (FTE) Employees:	1.00	1.25	0.25

FY 2009 Budget WorkSheet

1840 - ECONOMIC DEVELOPMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	104,712	110,361	95,875	40,348		
910200 - TEMPORARY WAGES	0	0	0	0		
910400 - NON-SUPERVISORY OVERTIME	0	0	0	0		
910500 - VACATION PAY	2,853	0	5,450	0		
910600 - SICK PAY	0	0	200	0		
910700 - HOLIDAY PAY	4,419	0	4,425	0		
910970 - COMPENSATED ABSENCES	2,997	0	0	0		
TOTAL SALARIES	**114,981**	**110,361**	**105,950**	**40,348**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	59	18	18	50		
918020 - EMPLOYER CONTR-F.I.C.A.	8,450	8,443	7,715	3,087		
918021 - EMPLOYER CONTR-I.M.R.F.	10,325	11,146	10,545	4,087		
918030 - EAP PROGRAM	0	18	18	24		
918040 - LIFE INS PREMIUMS	279	355	311	202		
918050 - PPO INSURANCE PREMIUMS	14,231	17,084	16,557	6,462		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	550	604	630	276		
918070 - WORKERS COMPENSATION	2,320	306	2,651	110		
TOTAL BENEFITS	**36,214**	**37,974**	**38,445**	**14,298**		
CONTRACTUAL SERVICES						
920050 - EXPENSES OF THE DIRECTOR	398	500	500	0		
920110 - PROFESSIONAL SERVICES	0	500	500	500	CONSULTING SERVICES	500
920120 - COMMUNICATION SERVICES	317	500	500	750	NEXTEL PHONE	750
920202 - CONFERENCES	6,084	7,000	6,000	0		
920204 - TRAINING	0	0	0	500	LOCAL PLANNING AND ECONOMIC DEVELOPMENT TRAINING	500
920206 - SEMINARS	320	1,000	750	0		
920220 - MEMBERSHIP DUES	1,103	1,600	1,600	800	PROFESSIONAL ASSOCIATION DUES FOR ED COORD.	800
920230 - PUBLICATION OF NOTICES	0	500	0	0		
920900 - PROPERTY/LIAB CONTRIB	535	787	787	744	INTERNAL SERVICE FUND CHARGE	744
960070 - TRAVEL EXPENSES	1,371	300	150	200	MILEAGE, TOLLS, PARKING, ETC.	200
960990 - MISC CONTRACTUAL SVCS	9,835	27,000	11,000	0		
960991 - INCENTIVE - MIDWAY KIA	0	30,000	30,000	0		
960992 - INCENTIVE-O'HARE AUTO GRP	173,469	67,000	173,470	0		
960993 - INCENTIVE-ADVANTAGE CHRYS	123,970	150,000	150,000	0		
960994 - INCENTIVE-SYSCO FOODS	52,700	58,000	58,000	0		
960996 - INCENTIVE-WAL*MART	238,905	260,000	268,082	0		
960998 - INCENTIVE-FACADE REHAB	15,525	125,000	30,000	0		
TOTAL CONTRACTUAL SERVICES	**624,530**	**729,687**	**731,339**	**3,494**		
COMMODITIES						
970100 - OFFICE SUPPLIES	1.133	1.500	500	500	GENERAL OFFICE SUPPLIES	500

FY 2009 Budget WorkSheet

1840 - ECONOMIC DEVELOPMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970115 - SUPPLIES: DEPT/OTHER	0	0	0	0		
970260 - POSTAGE AND PARCEL	58	250	250	250	RFP MAILINGS	250
970270 - PRINTING-REPROD-BINDING	1,117	2,500	1,500	1,500	COLOR PRINTING, ETC	1,500
970620 - SUBSCRIPTIONS & BOOKS	277	500	500	500	SUBSCRIPTIONS TO PLANNING AND ECONOMIC DEVELOPMENT	500
970900 - EQUIPMENT <$5,000	60	2,500	0	0		
TOTAL COMMODITIES	**2,645**	**7,250**	**2,750**	**2,750**		
Division Totals	**778,370**	**885,272**	**878,484**	**60,890**		

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OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	-	-	105,360	105,360	168,802	164,484
Revenues	148,439	318,737	1,149,160	351,207	202,250	331,922
Expenses	(148,439)	(213,377)	(1,085,718)	(351,207)	(206,568)	(331,922)
Ending Balance	-	105,360	168,802	105,360	164,484	164,484

The Community Development Block Grant (CDBG) Fund is administered through the Department of Community Development. The purpose of the program is to fund various activities aimed at benefiting low-to-moderate-income residents of the City. The fund allocation for the program year 2008 (October 1, 2008 – September 30, 2009) totals $331,922. The City is an entitlement community and its program allocation is determined by the U.S. Department of Housing and Urban Development (HUD) based on population and housing statistics obtained through the U.S. Census.

The CDBG Planning Technician manages the CDBG program. This individual prepares budgets, monitors contracts with sub-recipients, prepares community development plans, manages program finances, and acts as program liaison with HUD, City departments, social service agencies and the public.

The Program Year 2008 budget includes funding for the following activities: social service agencies providing housing assistance, employment counseling, mental health care and child care services; housing rehabilitation and code enforcement; administration and planning; and fair housing counseling and assistance.

A “Revolving Loan Fund” was established, in accordance with HUD Guidelines, to receive program income generated by the repayment of liens for repairs made by the CDBG Home Repair Program. Upon completion of repairs to qualified homes, a lien is placed on the property equal to the amount of the repairs. If the property is sold, or title is transferred from the qualified homeowner within the lien period (10 years), repayment of the lien is required. Monies received from the repayment of liens on property rehabilitated through the CDBG program must be utilized/reused to make additional loans for home repairs to qualified low-income and moderate-income homeowners, who reside in their homes, in accordance and compliance with HUD Guidelines.

Revenue by Fund
204 - HUD:COM DEV BLOCK GRANT

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
INTERGOVERNMENTAL REVENUE						
820500	COMM DEVLPMNT BLOCK GRANT	1,143,048	345,029	200,000	331,922	10/08- 09/09 ALLOCATION
820550	RE-ENTITLEMENTS/RE-PRGRMS	0	0	0	0	-----
TOTAL INTERGOVERNMENTAL REVENUE		**1,143,048**	**345,029**	**200,000**	**331,922**	
OTHER REVENUE						
890010	INTEREST INCOME	6,112	6,178	2,250	0	-----
TOTAL OTHER REVENUE		**6,112**	**6,178**	**2,250**	**0**	
FUND TOTAL		**1,149,160**	**351,207**	**202,250**	**331,922**	

PERSONNEL EXHIBIT

Department: CED Div: CDBG Div. No: 204

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Associate Planner	1.00	1.00	1.00
Full Time Equivalent (FTE) Employees:	1.00	1.00	1.00

FY 2009 Budget WorkSheet

204F - HUD:COM DEV BLOCK GRANT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	37,454	47,348	43,000	50,447		
910500 - VACATION PAY	1,782	0	1,800	0		
910600 - SICK PAY	684	0	200	0		
910700 - HOLIDAY PAY	1,194	0	1,950	0		
TOTAL SALARIES	**41,114**	**47,348**	**46,950**	**50,447**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	0	13	13	18		
918020 - EMPLOYER CONTR-F.I.C.A.	3,268	3,622	3,500	3,859		
918021 - EMPLOYER CONTR-I.M.R.F.	2,359	4,782	4,700	5,105		
918030 - EAP PROGRAM	0	13	13	8		
918040 - LIFE INS PREMIUMS	77	143	185	143		
918050 - PPO INSURANCE PREMIUMS	1,977	5,982	5,982	6,132		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	149	324	325	316		
918070 - WORKERS COMPENSATION	91	131	120	138		
TOTAL BENEFITS	**7,920**	**15,010**	**14,838**	**15,719**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	0	0	0	0		
920202 - CONFERENCES	0	500	100	0		
920204 - TRAINING	0	2,000	1,000	0		
920220 - MEMBERSHIP DUES	324	0	0	0		
920230 - PUBLICATION OF NOTICES	768	1,250	675	218	LEGAL NOTICES	218
920235 - RECORDING FEES	26	525	480	0		
920240 - RECORDS PRESERVATION	0	0	0	0		
920440 - SUBSIDY:EMERGENCY SHELTER	5,078	4,000	4,000	3,896	EMERGENCY SHELTER - THE HARBOR, INC.	3,896
920450 - SUBSIDY:SHARED HOUSING	15,000	15,000	15,000	14,566	CENTER OF CONCERN	14,566
920460 - SUBSIDY:DAY CARE ASSIST	5,975	7,900	7,900	7,664	CEDA NORTHWEST	7,664
920480 - SUBSIDY:RESIDENTIAL REHAB	101,573	201,274	89,500	205,750	HOME REPAIR PROGRAM - SINGLE FAMILY	191,050
					EMERGENCY/HANDYMAN REPAIR GRANTS	3,000
					LEAD BASED PAINT INSPECTIONS	6,000
					HOME REPAIR INSPECTIONS	5,700
920485 - SUBSIDY: PUBLIC FAC REHAB	0	350	350	350	EMERGENCY SHELTER - CITY OF DES PLAINES	350
920500 - SUBSIDY:HOUSING COUNSEL	2,500	5,000	5,000	4,866	CEDA NORTHWEST - FAIR HOUSING	4,866
920690 - SUBSIDY:EMPLOYMENT COUNSL	7,000	7,000	7,000	6,790	CEDA NORTHWEST - EMPLOYMENT COUNSELING	6,790
920691 - SUBSIDY: DP SENIOR CENTER	423	500	500	0		
920800 - SUBSIDY:AFFORDBLE HOUSING	0	2,000	2,000	1,940	TRANSITIONAL HOUSING COUNSELING - CEDA NORTHWEST	1,940
920805 - SUBSIDY: HOMEBUYER ASSIST	0	30,000	0	10,000	HOMEBUYER ASSIST	10,000
920820 - SUBSIDY:TRANSTNAL HOUSING	16,500	10,000	10,000	9,716	WOMEN IN NEED GROWING STRONGER	9,716

204F - HUD:COM DEV BLOCK GRANT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960070 - TRAVEL EXPENSES	0	400	250	0		
TOTAL CONTRACTUAL SERVICES	**155,166**	**287,699**	**143,755**	**265,756**		
COMMODITIES						
970100 - OFFICE SUPPLIES	357	600	450	0		
970260 - POSTAGE AND PARCEL	109	250	300	0		
970270 - PRINTING-REPROD-BINDING	852	300	275	0		
TOTAL COMMODITIES	**1,318**	**1,150**	**1,025**	**0**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	880,199	0	0	0		
TOTAL CAPITAL EXPENDITURES	**880,199**	**0**	**0**	**0**		
Division Totals	**1,085,718**	**351,207**	**206,568**	**331,922**		

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OVERVIEW

2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
$9,394,122	**$9,590,467**	**$11,689,068**	**$11,350,818**	**$11,006,419**	**$10,841,404**

The Public Works Department is responsible for the maintenance and operation of all publicly owned infrastructure, equipment, property and facilities. The department is organized into six general fund cost centers for purposes of operational activities and budgeting: Administration, Environmental Services, Buildings & Grounds, Street Maintenance, Facilities/Forestry and Vehicle Maintenance.

Administration. The Administration Division is responsible for the general oversight and coordination of the department. There are two and one-half employees budgeted in this cost center.

Environmental Services. Environmental Services encompasses solid waste, hazardous waste, environmental management, litter control, beautification efforts and volunteer programs. The City's residential solid waste contract and holiday decorations contracts, as well as Illinois Environmental Protection Agency reports are funded through this cost center. Environmental Services is also responsible for public information regarding Public Works services and programs and assists other City departments with various projects. There is one employee budgeted in this cost center.

Refuse Rates:

April 1, 2005 to March 31, 2006	$13.77/month
April 1, 2006 to March 31, 2007	$14.33/month
April 1, 2007 to March 31, 2008	$17.50/month
April 1, 2008 to March 31, 2009	$18.17/month
April 1, 2009 to March 31, 2010	$18.86/month

Buildings & Grounds. The Buildings & Grounds Division is responsible for the maintenance and repair of the interior spaces of all City facilities. Maintenance and minor repairs such as plumbing, electrical, and carpentry are performed by Public Works crews. Larger or specialized repairs are provided through contractual services. Custodial services are also provided through a private sector contract.

Street Maintenance. The Street Maintenance Division is responsible for the maintenance and repair of 317 miles of public right-of-way, including street cleaning and sweeping, patching and repair of streets and alleys, repair of street lights and street/traffic signs, posting of zoning signs, street striping including school crosswalks, leaf pickup, emergency road cleanups, and snowplowing and salting all city streets and parking lots. There is also a carpenter's shop in this division which builds and maintains traffic control barricades. There are fifteen employees budgeted in this cost center.

Facilities/Forestry. The Facilities/Forestry Division is responsible for the maintenance and repair of the exteriors of City facilities and outdoor public spaces. The division is responsible for branch collection, mowing of City-owned lots and facilities, weed control application, delivery of wood chips, and assisting the Street Maintenance Division with leaf pickup and snowplowing operations. The division is also responsible

for repairs to the City parkways, annual pickup of Christmas trees, litter control, graffiti removal, assistance for storm damage pickup, and miscellaneous facility maintenance.

The division is also responsible for the maintenance of approximately 50,000 trees on City property including the removal of dead trees and tree limbs, pickup of debris from storm damage, and disease and insect control. In addition, the division is responsible for the installation and maintenance of flowerbeds and planters. There are eighteen employees budgeted in this cost center.

Vehicle Maintenance Division. The Vehicle Maintenance Division is responsible for the maintenance and repair of more than 450 pieces of equipment, including maintenance of police and fire vehicles. The division also fabricates specialized equipment for other City departments, maintains the generators at City Hall, the Public Works Building, the Water Treatment Plant, the Police Station and all three Fire Stations. The division coordinates EPA and truck safety inspections and emission testing of vehicles. The mechanics also respond to after-hours requests from 3:00 PM to 11:30 PM, Monday through Friday. There are six employees budgeted in this cost center, and two additional employees budgeted under the water fund for a total of eight employees.

2008 MAJOR ACCOMPLISHMENTS

Sewer Division Accomplishments

1. Completed Weller Creek retaining wall and bank restoration project.
2. Completed 2008 sanitary sewer lining and televising. This is an annual project to line sanitary sewer mains creating a "pipe within a pipe" which prevents root infiltration and prolongs the useful life of the sewer system;
3. Completed Oakton Street storm water pumping station rehabilitation project;
4. Coordinated design of the Touhy Avenue lift station replacement scheduled for construction in 2009.

Water Divisions Accomplishments

1. Completed 2008 water system leak detection survey. This is an annual project to detect leakage in water mains, hydrants, and valves that result in lost revenue to the City. After detection, repairs are made to prevent leakage;
2. Completed HVAC installation at the Maple Street water plant. This project involved installing air conditioning at the facility to prolong the service life of pump motors and new SCADA computerized equipment;
3. Completed installation of radio read meters for commercial/industrial water users.

Street Divisions Accomplishments

1. Completed street improvement projects such as line striping, and many smaller spot patching and curb replacement projects;
2. Coordinated contractual street crack filling project;
3. Completed annual tree trimming and tree removal contracts for 2008. The scope was larger for 2008 due to the windstorm of August 2007;
4. Completed annual tree planting program. One-hundred twenty (120) trees were planted on parkways in the spring, and five hundred (500) trees were planted in the fall;
5. Completed the 2008 leaf collection program.

Building & Grounds Accomplishments

1. Completed bathroom remodeling at City Hall and the train station;
2. Completed the downtown comprehensive landscaping phase 2 including flower bed reconstruction with new plantings and stone outcroppings;
3. Completed construction of an enabling garden east of the Library;
4. Completed downtown sidewalk brick paver resetting and cleaning;
5. Completed downtown underground irrigation installation at Metropolitan Square and Ellinwood Street;
6. Completed the downtown streetlight banner replacement project;
7. Completed construction of a new gateway marquis sign at Gateway Park;
8. Completed drain pipe repairs/replacement at the Library and Police parking garages.

Other Accomplishments

1. Recruited and hired a new Assistant Public Works Director, and a new Assistant to the Public Works Director;
2. Assisted other City departments with response to September flood. Provided sandbags and sand, barricades for street closures, and debris removal.

2009 GOALS AND OBJECTIVES

1. **Complete 2009 water system improvements.**
   a. Coordinate repainting and multi-year maintenance program of Howard Avenue and Miner Street water towers;

   b. Conduct 2009 water system leak detection to find potential loss of revenue through leaks;

   c. Complete pumping improvements and various maintenance repairs at the water pumping facilities.

2. **Complete 2009 sewer improvements.**
   a. Bid and coordinate various maintenance repairs to sanitary sewer lift stations;
   b. Complete Touhy Avenue lift station replacement;
   c. Complete 2009 sanitary sewer cleaning and lining.

3. **Complete 2009 street improvements.**
   a. Coordinate various street improvement projects such as spot patching, crack filling, and curb replacement projects;
   b. Coordinate 2009 line striping outsource program;
   c. Complete budgeted 2009 tree trimming and tree removal outsource program;
   d. Complete 2009 parkway tree replanting program.

4. **Beautification of the City of Des Plaines.**
   a. Bid and coordinate various streetscape improvements using ITEP grant;
   b. Bid and coordinate downtown landscape maintenance in TIF #1;
   c. Bid and coordinate downtown fence installation along the UPRR tracks;
   d. Coordinate installation of standardized newspaper boxes in the business district;
   e. Bid and coordinate way-finding signage in TIF #1;
   f. Coordinate various beautification projects such as plantings at the welcome signs.

5. **Complete facility improvements.**
   a. Coordinate remediation of underground storage tank contamination at the Public Works building;
   b. Coordinate needs analysis studies for City Hall and Public Works facilities;
   c. Coordinate various building and ground repairs and in-house office remodeling projects.

6. **Administration proposals to restructure Public Works.**
   a. Restructure the Street Maintenance and Street Special Services divisions to better define and reassign the responsibilities and duties of these divisions.

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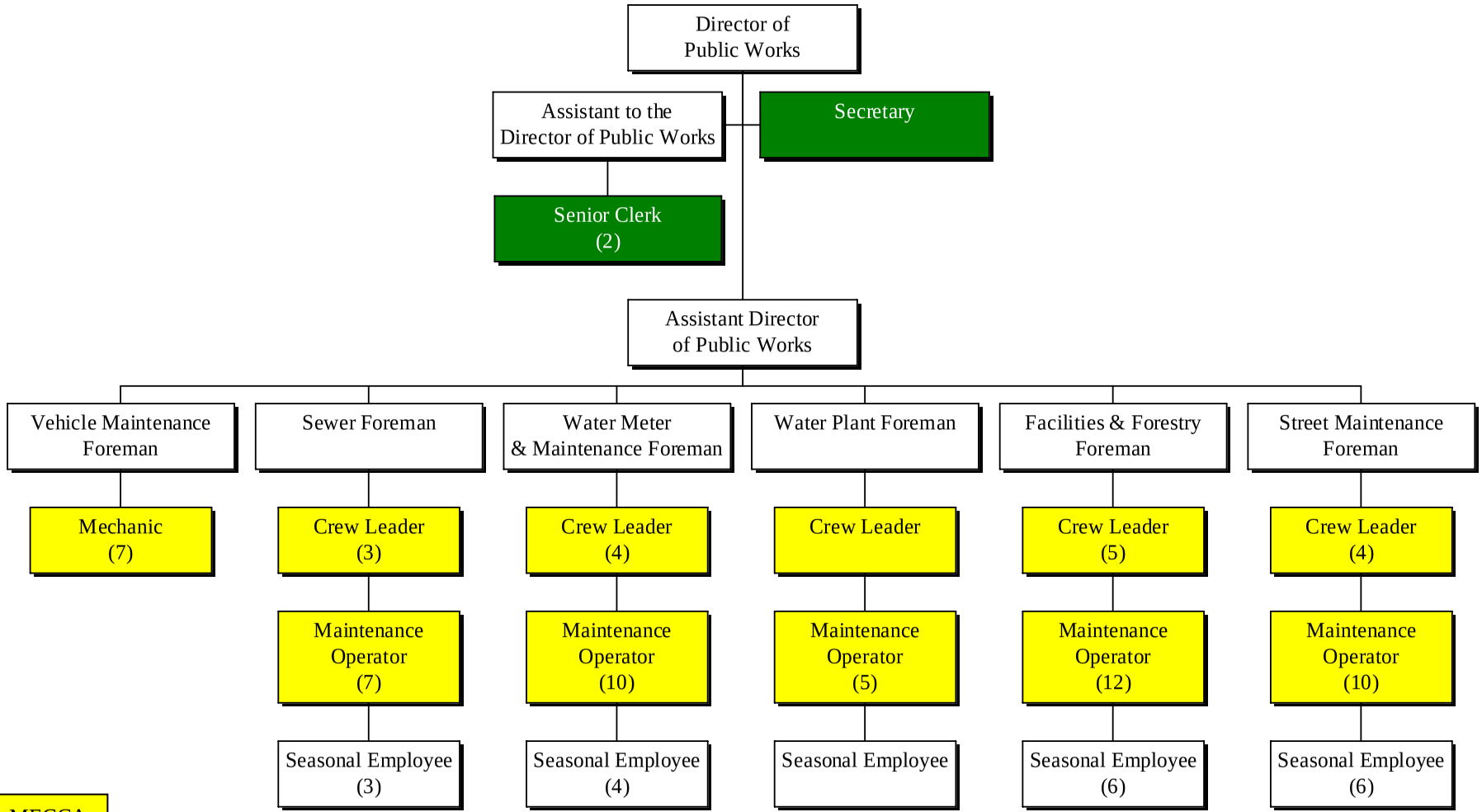
Public Works Department



FY 2009

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PERSONNEL EXHIBIT

Department: Public Works Division: Buildings and Grounds Div. No: 2410

Full Time Positions:	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Crew Leader	1.00	1.00	0.00
Custodian	4.50	4.50	0.00
Total Full Time Equivalent (FTE) Employees:	5.50	5.50	0.00

FY 2009 Budget WorkSheet

2410 - BUILDING & GROUNDS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	183,078	275,715	212,950	24,800		
910200 - TEMPORARY WAGES	1,962	10,764	10,125	0		
910300 - SUPERVISORY OVERTIME	801	0	0	0		
910400 - NON-SUPERVISORY OVERTIME	20,686	15,000	26,200	0		
910500 - VACATION PAY	12,584	0	16,400	0		
910600 - SICK PAY	5,882	0	10,400	0		
910700 - HOLIDAY PAY	9,272	0	10,700	0		
910900 - ACT/OUT OF CLASS/PREMIUM	13,446	14,700	13,825	0		
910950 - EXCESS SICK HRS PAY OUT	0	1,650	1,572	1,625		
910970 - COMPENSATED ABSENCES	9,350	580	580	0		
TOTAL SALARIES	**257,061**	**318,409**	**302,752**	**26,425**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	176	45	45	113		
918020 - EMPLOYER CONTR-F.I.C.A.	18,846	21,916	22,415	1,897		
918021 - EMPLOYER CONTR-I.M.R.F.	25,840	28,934	28,935	2,418		
918030 - EAP PROGRAM	0	46	46	53		
918040 - LIFE INS PREMIUMS	770	571	925	60		
918050 - PPO INSURANCE PREMIUMS	55,728	61,114	61,114	5,220		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	2,808	2,727	2,727	227		
918070 - WORKERS COMPENSATION	6,842	9,876	9,410	835		
918080 - UNIFORM ALLOWANCE	320	400	400	0		
TOTAL BENEFITS	**111,330**	**125,629**	**126,017**	**10,823**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	0	0	225,000	CUSTODIAL SERVICES	225,000
920120 - COMMUNICATION SERVICES	1,240	1,730	1,000	0		
920220 - MEMBERSHIP DUES	35	60	35	35	SAM'S CLUB	35
920900 - PROPERTY/LIAB CONTRIB	3,019	3,331	3,331	0		
930010 - R & M EQUIPMENT	4,733	6,000	6,000	5,000	REPAIR OF VACUUMS, SCRUBBERS, COMPRESSORS, ETC.	5,000
930020 - R & M BLDGS & STRUCTURES	186,104	150,000	200,000	216,900	MAINT AGREEMENT - HVAC LIBRARY	7,252
					MAINT AGREEMENT - ELEVATORS (CITY HALL & POLICE)	7,296
					MAINT AGREEMENT - FIRE ALARMS	5,350
					CARPET CLEANING, WINDOW WASHING, ELECTRICAL, ETC.	153,102
					EMA REPAIRS	2,000
					POLICE	1,900
					FIRE DEPT BUILDING	30,000
					CITY HALL/POLICE AIR COOLED CONDENSER REPLACEMENT	10,000
930210 - RENTAL OF EQUIPMENT	0	1,000	500	2,900	SCAFFOLD RENTAL, ETC	500
					MOPHEADS, MATS, ETC.	1,500
					POLICE DEPT FLOOR MATS	900

2410 - BUILDING & GROUNDS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
930230 - RENTAL OF UNIFORMS	4,498	5,000	5,000	0		
930320 - CLEANING:CUSTODIAL SERV	15,096	18,000	18,000	18,000	CLEANING OF TRAIN STATION	7,000
					CLEANING OF PRAIRIE LAKES SENIOR CENTER	11,000
960070 - TRAVEL EXPENSES	100	600	600	0		
960990 - MISC CONTRACTUAL SVCS	14,367	18,000	18,000	17,000	WHITE WAY	768
					PEST CONTROL	1,500
					UNDERGROUND SPRINKLER SYSTEM REPAIR AND OTHER REPAIRS	14,732
TOTAL CONTRACTUAL SERVICES	**229,192**	**203,721**	**252,466**	**484,835**		
COMMODITIES						
970100 - OFFICE SUPPLIES	406	500	5,500	0		
970115 - SUPPLIES: DEPT/OTHER	0	0	61	340	RAGS AND OTHER MISC SUPPLIES	340
970120 - ICE CONTROL	1,766	2,000	4,000	3,600	BAGS OF HALITE FOR ICE CONTROL AT CITY BUILDINGS	3,600
970160 - TOOLS AND HARDWARE	1,103	2,000	2,000	1,250	SMALL TOOLS, NAILS, SCREWS, ETC	1,250
970167 - SAFETY EQUIPMENT	142	250	250	0		
970170 - JANITORIAL	31,340	29,000	29,000	20,000	SOAP, MOPS, PAPER PRODUCTS, CHEMICALS, ETC.	15,000
					POLICE BUILDING CLEANING SUPPLIES	5,000
970190 - UNIFORMS/APPAREL/CLOTHING	91	300	300	0		
970270 - PRINTING-REPROD-BINDING	0	100	0	0		
970310 - SUPPLIES: EQUIP R/M	1,231	1,000	500	750	PARTS TO REPAIR AND PROPANE	750
970320 - SUPPLIES: BLDG R/M	31,863	35,000	30,000	44,500	MISC PARTS SUCH AS FAUCETS, LOCKS, GLASS, BULBS, ETC.	30,000
					FLAGS	5,000
					EMA BUILDING RELATED SUPPLIES	1,000
					FIRE DEPT SUPPLIES	8,500
970350 - SUPPLIES: PARKING LOTS	58	1,000	1,000	500	PARTS TO REPAIR CIVIC CENTER & POLICE PARKING LOTS	500
970620 - SUBSCRIPTIONS & BOOKS	51	100	0	0		
970810 - NATURAL GAS	0	5,000	5,000	5,000	NICOR	5,000
970820 - ELECTRICITY	140,027	135,000	140,000	145,000	COMMONWEALTH EDISON	145,000
970900 - EQUIPMENT <$5,000	1,796	0	2,544	1,000		
TOTAL COMMODITIES	**209,875**	**211,250**	**220,155**	**221,940**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	563	100,000	0	0		
980600 - FURNITURE & FIXTURES	23,259	0	1,158	0		
TOTAL CAPITAL EXPENDITURES	**23,822**	**100,000**	**1,158**	**0**		
Division Totals	**831,280**	**959,009**	**902,548**	**744,023**		

PERSONNEL EXHIBIT

Department: Public Works Division: Sewer Div. No: 2440

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed	
Foreman	1.00	0.00	0.00	*
Crew Leader	3.00	0.00	0.00	*
Maintenance Operator	7.00	0.00	0.00	*
Seasonal Employee	0.75	0.00	0.00	*
Total Full Time Equivalent (FTE) Employees:	11.75	0.00	0.00	

* This Division has been moved to the Water/Sewer Fund

FY 2009 Budget WorkSheet

2440 - SEWERS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	535,251	0	0	0		
910200 - TEMPORARY WAGES	10,242	0	0	0		
910300 - SUPERVISORY OVERTIME	24,915	0	0	0		
910400 - NON-SUPERVISORY OVERTIME	175,410	0	0	0		
910500 - VACATION PAY	37,138	0	0	0		
910600 - SICK PAY	19,675	0	0	0		
910700 - HOLIDAY PAY	25,458	0	0	0		
910900 - ACT/OUT OF CLASS/PREMIUM	1,302	0	0	0		
910950 - EXCESS SICK HRS PAY OUT	0	0	0	0		
910970 - COMPENSATED ABSENCES	16,957	0	0	0		
TOTAL SALARIES	**846,347**	**0**	**0**	**0**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	466	0	0	0		
918020 - EMPLOYER CONTR-F.I.C.A.	63,213	0	0	0		
918021 - EMPLOYER CONTR-I.M.R.F.	75,335	0	0	0		
918030 - EAP PROGRAM	0	0	0	0		
918040 - LIFE INS PREMIUMS	2,112	0	0	0		
918050 - PPO INSURANCE PREMIUMS	166,145	0	0	0		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	11,968	0	0	0		
918070 - WORKERS COMPENSATION	40,013	0	0	0		
918080 - UNIFORM ALLOWANCE	3,750	0	0	0		
TOTAL BENEFITS	**363,002**	**0**	**0**	**0**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	6,964	0	0	0		
920145 - J.U.L.I.E. FEES	1,402	0	0	0		
920204 - TRAINING	1,498	0	0	0		
920220 - MEMBERSHIP DUES	107	0	0	0		
920225 - LICENSING/TITLES	200	0	0	0		
920900 - PROPERTY/LIAB CONTRIB	25,696	0	0	0		
930010 - R & M EQUIPMENT	30	0	0	0		
930060 - R & M SEWERS & LIFT STATS	47,703	0	0	0		
930210 - RENTAL OF EQUIPMENT	48	0	0	0		
930480 - DISPOSAL/DEBRIS & WASTE	10,062	0	0	0		
960070 - TRAVEL EXPENSES	0	0	0	0		
960990 - MISC CONTRACTUAL SVCS	4,994	0	0	0		
TOTAL CONTRACTUAL SERVICES	**98,703**	**0**	**0**	**0**		
COMMODITIES						
970100 - OFFICE SUPPLIES	13,152	0	0	0		
970160 - TOOLS AND HARDWARE	1,807	0	0	0		
970167 - SAFETY EQUIPMENT	1,703	0	0	0		
970190 - UNIFORMS/APPAREL/CLOTHING	199	0	0	0		
970222 - STREETSCAPE SUPPLIES	0	0	0	0		

2440 - SEWERS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970260 - POSTAGE AND PARCEL	237	0	0	0		
970270 - PRINTING-REPROD-BINDING	0	0	0	0		
970310 - SUPPLIES: EQUIP R/M	5,687	0	0	0		
970360 - SUPPLIES: SEWER/LIFT STAT	30,380	0	0	0		
970620 - SUBSCRIPTIONS & BOOKS	51	0	0	0		
970820 - ELECTRICITY	35,612	0	0	0		
970900 - EQUIPMENT <$5,000	8,510	0	0	0		
TOTAL COMMODITIES	**97,339**	**0**	**0**	**0**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	0	0	0	0		
980400 - EQUIPMENT	43,312	0	0	0		
TOTAL CAPITAL EXPENDITURES	**43,312**	**0**	**0**	**0**		
Division Totals	**1,448,704**	**0**	**0**	**0**		

PERSONNEL EXHIBIT

Department: Public Works Division: Street Maintenance Div. No: 2451

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Foreman	1.00	1.00	1.00
Crew Leader	4.00	4.00	4.00
Maintenance Operator	10.00	10.00	10.00
Seasonal Employee	1.50	1.50	1.50
Total Full Time Equivalent (FTE) Employees:	16.50	16.50	16.50

FY 2009 Budget WorkSheet

2451 - STREET MAINTENANCE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	760,843	912,185	749,400	950,948		
910200 - TEMPORARY WAGES	19,281	20,889	21,945	20,889		
910300 - SUPERVISORY OVERTIME	12,301	12,420	6,502	12,886		
910400 - NON-SUPERVISORY OVERTIME	176,260	108,675	220,000	105,750		
910500 - VACATION PAY	52,218	0	71,855	0		
910600 - SICK PAY	10,422	0	27,025	0		
910700 - HOLIDAY PAY	36,908	0	34,900	0		
910900 - ACT/OUT OF CLASS/PREMIUM	3,693	1,950	1,550	2,025		
910950 - EXCESS SICK HRS PAY OUT	0	4,900	4,310	4,455		
910970 - COMPENSATED ABSENCES	-5,826	1,450	1,450	0		
TOTAL SALARIES	**1,066,100**	**1,062,469**	**1,138,937**	**1,096,953**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	705	188	188	467		
918020 - EMPLOYER CONTR-F.I.C.A.	81,303	71,380	82,520	74,346		
918021 - EMPLOYER CONTR-I.M.R.F.	108,902	94,240	100,075	96,331		
918030 - EAP PROGRAM	0	190	190	220		
918040 - LIFE INS PREMIUMS	2,851	2,203	2,851	2,203		
918050 - PPO INSURANCE PREMIUMS	172,529	119,185	119,185	85,762		
918051 - HMO INSURANCE PREMIUMS	0	55,226	55,226	79,157		
918055 - DENTAL INSURANCE PREMIUMS	11,715	10,462	10,462	9,911		
918070 - WORKERS COMPENSATION	87,570	100,480	100,600	126,286		
918080 - UNIFORM ALLOWANCE	5,570	5,570	5,570	5,920		
918085 - RHS PLAN PAYOUT	0	1,800	1,800	791		
TOTAL BENEFITS	**471,145**	**460,924**	**478,667**	**481,394**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	2,975	3,300	3,100	4,080	NEXTELS	3,000
					PAGERS	1,080
920202 - CONFERENCES	561	1,000	750	0		
920204 - TRAINING	375	2,000	25	500	SNOW & ICE CONTROL CLASSES	200
					STREET SWEEPING CLASS	300
920220 - MEMBERSHIP DUES	107	110	123	125	APWA ANNUAL DUES	125
920225 - LICENSING/TITLES	200	100	0	200	CDL RENEWALS	200
920900 - PROPERTY/LIAB CONTRIB	48,839	48,473	48,473	32,575	INTERNAL SERVICE FUND CHARGE	32,575
930070 - R & M STREET LIGHTS	0	0	0	32,500	STREET LIGHTS AND POLES REPAIR	32,500
930210 - RENTAL OF EQUIPMENT	0	1,500	500	1,000	4TH OF JULY (CLUB CARS)	500
					GUADALUPE (MARYVILLE)	500
930480 - DISPOSAL/DEBRIS & WASTE	48,293	50,000	50,000	52,500	HAULING OF MUD, CONCRETE AND STORM DAMAGE DEBRIS	52,500
960030 - TOW/STORAGE/ABANDONED FEE	80	500	0	250	REMOVE AUTOS FROM POSTED SNOW ROUTES	250
960070 - TRAVEL EXPENSES	5	100	75	100	TRAVEL TO AND FROM TRAINING, TOLLS, ETC.	100
960990 - MISC CONTRACTUAL SVCS	16,180	17,000	17,000	2,000	UNEXPECTED CONTRACTUAL EXPENSES - PROPERTY CLEAN UPS	1,100

2451 - STREET MAINTENANCE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960990 - MISC CONTRACTUAL SVCS	16,180	17,000	17,000	2,000	CONTINENTAL WEATHER	900
TOTAL CONTRACTUAL SERVICES	**117,615**	**124,083**	**120,046**	**125,830**		
COMMODITIES						
970100 - OFFICE SUPPLIES	164	750	750	500	PAPER, PENS, PENCILS, ETC.	500
970115 - SUPPLIES: DEPT/OTHER	0	0	61	340	RAGS AND OTHER SUPPLIES	340
970160 - TOOLS AND HARDWARE	385	3,500	2,500	2,500	SCREWS, NAILS, GLUE AND SAWS FOR CARPENTER SHOP	2,500
970165 - TRAFFIC SAFETY SUPPLIES	2,910	3,500	3,902	3,000	REPLACEMENT/REPAIR OF BARRICADES, BATTERIES & BULBS	3,000
970167 - SAFETY EQUIPMENT	622	1,000	1,000	1,000	VESTS, HARD HATS, GOGGLES, GATORADE, SAFETY VESTS, ETC.	1,000
970190 - UNIFORMS/APPAREL/CLOTHING	457	700	700	700	FOREMAN CLOTHING & BOOTS	400
					SUMMER HELP T-SHIRTS, PATCHES, ETC	300
970220 - HORTICULTURAL SUPPLIES	2,115	4,500	4,500	0		
970240 - STREET AND TRAFFIC SIGNS	0	0	0	30,000	SIGN BANK AND POLES, SIGN MAKING MATERIAL	30,000
970250 - SUPPLIES: STREET R/M	51,651	65,000	65,000	69,000	STONE, HOT PATCH, UPM, SPRAY & NEW STREET CUT PRGM	65,000
					CURB/STREET PAINT, CROSS WALKS, TRAFFIC LANES	4,000
970270 - PRINTING-REPROD-BINDING	378	1,000	1,000	500	LEAF COLLECTION POSTERS, STREET SWEEPING	500
970310 - SUPPLIES: EQUIP R/M	481	1,000	750	750	EQUIPMENT REPAIR SUPPLIES	750
970370 - SUPPLIES: STREET LIGHTS	0	0	0	3,500	LIGHT BULBS FOR STREET AND PARKING LOTS	3,500
970620 - SUBSCRIPTIONS & BOOKS	51	100	0	50	SAFETY PUBLICATIONS	50
970820 - ELECTRICITY	0	0	0	257,704	STREET LIGHTS	250,000
					APACHE PARK STREET LIGHTING (12 @ $642)	7,704
970900 - EQUIPMENT <$5,000	0	8,800	9,500	1,000	MISC LANDSCAPE EQUIPMENT INCLUDING WEED WHIPS	1,000
TOTAL COMMODITIES	**59,213**	**89,850**	**89,663**	**370,544**		
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	13,952	6,200	6,080	192,500	BRINE MAKER MACHINE	11,500
					TRAILER MOUNTED DURAPATCHER	60,000
					HEATED MATERIAL TRANSPORTATION TRAILER	25,000
					CRACK FILLING MACHINE	55,000
					SCARIFIER/GRINDER	8,000
					BRINE SPRAY EQUIPMENT (3 @ $11K)	33,000
TOTAL CAPITAL EXPENDITURES	**13,952**	**6,200**	**6,080**	**192,500**		
Division Totals	**1,728,025**	**1,743,526**	**1,833,393**	**2,267,221**		

PERSONNEL EXHIBIT

Department: Public Works Division: Facilities/Forestry Div. No: 2452

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Foreman - Street & Forestry	1.00	1.00	1.00
Crew Leader	6.00	6.00	5.00
Maintenance Operator - Streets	8.00	8.00	9.00
Maintenance Operator - Forestry	3.00	3.00	3.00
Seasonal Employee	1.50	1.50	1.50
Total Full Time Equivalent (FTE) Employees:	19.50	19.50	19.50

FY 2009 Budget WorkSheet

2452 - FACILITIES/FORESTRY

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	940,355	1,124,915	869,600	1,143,554		
910200 - TEMPORARY WAGES	23,351	30,530	32,677	30,530		
910300 - SUPERVISORY OVERTIME	3,043	2,070	0	2,148		
910400 - NON-SUPERVISORY OVERTIME	51,372	35,000	47,535	21,313		
910500 - VACATION PAY	78,425	0	82,120	0		
910600 - SICK PAY	42,651	0	39,810	0		
910700 - HOLIDAY PAY	45,963	0	42,000	0		
910900 - ACT/OUT OF CLASS/PREMIUM	12,712	8,450	9,200	8,767		
910950 - EXCESS SICK HRS PAY OUT	1,773	8,410	4,667	4,825		
910970 - COMPENSATED ABSENCES	33,458	2,950	2,950	0		
TOTAL SALARIES	**1,233,102**	**1,212,325**	**1,130,559**	**1,211,137**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	862	234	234	540		
918020 - EMPLOYER CONTR-F.I.C.A.	92,247	88,392	83,400	89,817		
918021 - EMPLOYER CONTR-I.M.R.F.	135,356	116,700	114,400	115,842		
918030 - EAP PROGRAM	0	236	236	254		
918040 - LIFE INS PREMIUMS	3,384	2,632	3,142	2,632		
918050 - PPO INSURANCE PREMIUMS	203,602	124,595	92,780	125,284		
918051 - HMO INSURANCE PREMIUMS	0	92,861	83,140	79,157		
918055 - DENTAL INSURANCE PREMIUMS	13,701	12,990	10,250	10,480		
918070 - WORKERS COMPENSATION	136,029	155,765	142,850	164,239		
918080 - UNIFORM ALLOWANCE	6,375	6,375	6,375	6,800		
TOTAL BENEFITS	**591,557**	**600,780**	**536,807**	**595,045**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	3,641	4,100	3,000	5,000	NEXTELS	3,700
					PAGERS	1,300
920145 - J.U.L.I.E. FEES	1,402	1,500	1,500	1,500	LOCATES FOR UNDERGROUND DIGGING	1,500
920202 - CONFERENCES	802	1,000	850	0		
920204 - TRAINING	535	1,000	500	500	APWA - SNOW, STREET MAINT, LEAVES, FLAG SCHOOL, ETC	500
920220 - MEMBERSHIP DUES	622	1,000	1,000	1,015	APWA	125
					TREE CONSORTIUM ANNUAL DUES	500
					ARBORIST LICENSE (2)	375
					SAM'S CLUB	15
920225 - LICENSING/TITLES	300	100	100	350	CDL REIMBURSEMENTS (7)	350
920900 - PROPERTY/LIAB CONTRIB	55,864	63,528	63,528	42,790	INTERNAL SERVICE FUND CHARGE	42,790
930010 - R & M EQUIPMENT	0	1,200	600	250	SMALL GENERATORS, ETC.	250
930070 - R & M STREET LIGHTS	49,961	25,000	25,000	0		
930210 - RENTAL OF EQUIPMENT	8,070	17,500	14,000	15,000	RENTAL OF LEAF LOADING EQUIPMENT FOR LEAF SEASON	15,000
930480 - DISPOSAL/DEBRIS & WASTE	8,205	50,000	50,000	50,000	LOG AND BRANCH REMOVAL FROM PW YARD	50,000
960070 - TRAVEL EXPENSES	19	125	50	25	TOLLS FROM TRAINING CLASSES, ETC.	25

2452 - FACILITIES/FORESTRY

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960130 - TREE MAINTENANCE	171,548	695,000	475,000	275,000	PARKWAY TREE TRIM, TREE & STUMP REMOVAL	275,000
960135 - TREE PLANTINGS	0	30,000	28,335	40,000	SPRING TREE PLANTING PROGRAM ($50 RESIDENT)	40,000
960140 - TREE/STUMP REMOVAL	121,365	0	0	0		
960990 - MISC CONTRACTUAL SVCS	24,497	228,500	125,000	61,000	RESTORATION, CODE VIOLATION, YARDWORK, ETC	1,000
					WEEDSPRAYING, FERTILIZING, ETC.	20,000
					TOW BEHIND MAN LIFT	23,000
					GRAFFITI REMOVAL MACHINE	17,000
TOTAL CONTRACTUAL SERVICES	**446,830**	**1,119,553**	**788,463**	**492,430**		

COMMODITIES

970100 - OFFICE SUPPLIES	550	500	500	500	MISC OFFICE SUPPLIES	500
970115 - SUPPLIES: DEPT/OTHER	0	0	61	340	RAGS AND OTHER SUPPLIES	340
970160 - TOOLS AND HARDWARE	3,633	4,500	4,500	2,000	TOOLS, NAILS, SCREWS, BOLTS, CABLES, OIL MIX, ETC.	2,000
970167 - SAFETY EQUIPMENT	1,926	2,000	2,000	1,500	SAFETY VESTS, GLOVES, ROPES, GOGGLES, ETC.	1,500
970190 - UNIFORMS/APPAREL/CLOTHING	562	850	425	700	FOREMAN'S CLOTHING & BOOTS	400
					SUMMER HELP T-SHIRTS	250
					PATCHES	50
970220 - HORTICULTURAL SUPPLIES	4,027	10,000	5,500	0		
970221 - BANNER SUPPLIES	4,755	5,000	2,500	0		
970222 - STREETSCAPE SUPPLIES	610	3,000	1,500	5,000	REPLACEMENT STRAPS FOR POLE BANNERS	2,500
					BANNERS FOR XMAS, TASTE, ETC.	2,500
970223 - BEAUTIFICATION SUPPLIES	0	0	0	17,700	BUSHES, FLOWERS, FERTILIZER	12,700
					DIRT, SEED AND SOD FOR RESTORATION OF PARKWAY	5,000
970240 - STREET AND TRAFFIC SIGNS	27,425	30,000	30,000	0		
970245 - PAVEMENT MARKING MATERIAL	2,071	4,000	4,000	0		
970260 - POSTAGE AND PARCEL	187	100	50	50	MISC PACKAGE AND POSTAGE	25
					EVP SHIPPING COSTS	25
970270 - PRINTING-REPROD-BINDING	0	500	500	750	BUSINESS CARDS, DOOR HANGERS, WORK TICKETS, ETC.	750
970370 - SUPPLIES: STREET LIGHTS	3,214	3,500	3,500	0		
970410 - SUPPLIES: GRAFFITI REVMAL	1,949	1,500	750	1,500	CHEMICALS, BAKING SODA, PAINT, BRUSHES, ROLLERS, ETC.	1,500
970620 - SUBSCRIPTIONS & BOOKS	80	100	0	50	FACILITIES AND FORESTRY MANUALS	50
970820 - ELECTRICITY	243,269	230,000	245,000	0		
970900 - EQUIPMENT <$5,000	6,391	0	0	0		
TOTAL COMMODITIES	**300,650**	**295,550**	**300,786**	**30,090**		

2452 - FACILITIES/FORESTRY

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	28,520	21,000	20,464	0		
TOTAL CAPITAL EXPENDITURES	**28,520**	**21,000**	**20,464**	**0**		
Division Totals	**2,600,659**	**3,249,208**	**2,777,079**	**2,328,702**		

PERSONNEL EXHIBIT

Department: Public Works Div:Vehicle Maintenance Div. No: 2453

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Foreman	1.00	1.00	1.00
Mechanic	5.00	5.00	5.00
Total Full Time Equivalent (FTE) Employees:	6.00	6.00	6.00

FY 2009 Budget WorkSheet

2453 - VEHICLE MAINTENANCE DIV

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	357,814	437,894	357,300	455,518		
910300 - SUPERVISORY OVERTIME	1,607	1,035	0	1,074		
910400 - NON-SUPERVISORY OVERTIME	5,586	5,175	11,100	5,369		
910500 - VACATION PAY	25,244	0	34,975	0		
910600 - SICK PAY	5,869	0	17,500	0		
910700 - HOLIDAY PAY	16,882	0	17,600	0		
910900 - ACT/OUT OF CLASS/PREMIUM	7,408	12,938	7,750	13,423		
910950 - EXCESS SICK HRS PAY OUT	0	5,050	3,230	3,358		
910970 - COMPENSATED ABSENCES	13,525	850	850	0		
TOTAL SALARIES	**433,934**	**462,942**	**450,305**	**478,742**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	331	83	83	190		
918020 - EMPLOYER CONTR-F.I.C.A.	32,282	33,499	32,875	34,847		
918021 - EMPLOYER CONTR-I.M.R.F.	48,977	44,227	46,200	46,144		
918030 - EAP PROGRAM	0	83	83	90		
918040 - LIFE INS PREMIUMS	1,188	918	1,145	918		
918050 - PPO INSURANCE PREMIUMS	86,500	59,194	86,505	60,674		
918051 - HMO INSURANCE PREMIUMS	0	27,910	5,465	35,230		
918055 - DENTAL INSURANCE PREMIUMS	6,090	5,355	5,751	5,751		
918070 - WORKERS COMPENSATION	13,806	17,864	15,150	19,625		
918080 - UNIFORM ALLOWANCE	400	400	400	400		
918085 - RHS PLAN PAYOUT	0	0	3,192	3,630		
TOTAL BENEFITS	**189,575**	**189,533**	**196,849**	**207,499**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	1,535	2,200	1,700	2,300	NEXTELS	1,700
					PAGERS	600
920204 - TRAINING	1,078	2,000	1,000	1,000	SCHOOL FOR AUTO & TRUCK REPAIR PROCEDURES	1,000
920220 - MEMBERSHIP DUES	470	650	650	650	ANNUAL FEE FOR NAFA	450
					ANNUAL FEE FOR MFMA	30
					APWA	170
920225 - LICENSING/TITLES	7,701	4,700	3,000	7,000	FEE CHARGED FOR TITLES ON NEW CITY VEHICLES	1,500
					ANNUAL FEE FOR VEHICLE LICENSE PLATES	2,400
					SEMI-ANNUAL IL SAFETY INSPECTIONS ON ALL TRUCKS	3,000
					CDL RENEWALS (2)	100
920900 - PROPERTY/LIAB CONTRIB	14,283	15,318	15,318	10,973	INTERNAL SERVICE FUND CHARGE	10,973
930010 - R & M EQUIPMENT	76	1,000	1,000	500	REPAIRS TO AIR COMPRESSORS, LIFTS, DIAGNOSTIC EQUIPMENT	500
930030 - R & M VEHICLES	44,003	75,000	75,000	57,924	FRONT END ALIGNMENTS, ELECTRONIC REPAIRS OF POLICE CARS	0
					FIRE DEPT VEHICLE REPAIR, PUMPS, HYDRAULICS, ETC	57,924
930110 - R & M SOFTWARE	495	1,000	1,000	0		

2453 - VEHICLE MAINTENANCE DIV

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
930230 - RENTAL OF UNIFORMS	3,782	3,000	2,800	3,800	USAGE AND CLEANING OF UNIFORMS INCLUDING OVERALLS	3,800
930480 - DISPOSAL/DEBRIS & WASTE	1,417	1,500	1,500	1,500	PICK UP OF PARTS CLEANER SOLVENT	1,000
					TIRE DISPOSAL	500
960990 - MISC CONTRACTUAL SVCS	3,090	3,000	3,200	3,750	MONTHLY TORCH TANK RENTAL	3,400
					TOWING EXP, ETC	350
TOTAL CONTRACTUAL SERVICES	**77,930**	**109,368**	**106,168**	**89,397**		
COMMODITIES						
970100 - OFFICE SUPPLIES	193	350	350	350	OFFICE SUPPLIES	350
970115 - SUPPLIES: DEPT/OTHER	0	0	0	0		
970160 - TOOLS AND HARDWARE	2,454	4,250	4,250	4,250	FLOOR JACKS, JACK STANDS, TORCH SETS, SPECIAL SOCKETS,	0
					LARGE AIR TOOLS, TIRE TOOLS, ETC.	1,100
					UNION CONTRACT ALLOWANCE FOR 7 EMPLOYEES ($450)	3,150
970167 - SAFETY EQUIPMENT	681	1,000	1,000	750	GLOVES, SAFETY GLASSES, SAFETY VESTS, ETC.	750
970190 - UNIFORMS/APPAREL/CLOTHING	612	800	800	700	FOREMAN'S CLOTHING ALLOWANCE	400
					T-SHIRTS, PATCHES, ETC	300
970230 - PURCHASE OF TIRES	19,571	27,000	27,000	0		
970310 - SUPPLIES: EQUIP R/M	38,001	40,000	40,000	37,150	FOR PURCHASING FILTERS, LIGHTS, WHEELS, SPRINGS, BLADES	0
					BRANCH CHIPPERS, TRAILERS, PAVERS, TRACTORS, BACK HOE'S	0
					COMPRESSORS, SMALL POWER EQUIPMENT SUCH AS CHAIN	0
					SAWS, CONCRETE SAWS AND JACK HAMMERS, PROPANE FOR	0
					DECK SCRUBBER, ETC.	37,150
970330 - SUPPLIES: VEHICLE R/M	168,019	180,000	180,000	184,438	FOR PURCHASING FILTERS, LIGHTS, OIL, GREASE, BRAKE PADS	0
					STEERING PARTS, SUSPENSION PARTS, IGNITION PARTS, TIRES	0
					EXHAUST SYSTEM PARTS, FUEL SYSTEMS, WINDSHIELD WIPERS,	0
					PLOW PARTS, SALT SPREADER PARTS, TRANSMISSION PARTS,	0
					BODY PARTS, WELDING ROD, CHEMICALS, SOAP, SWEEPER	0
					PARTS, BROOMS, HYDRAULIC HOSES & FITTINGS, EMERGENCY	0
					LIGHTS AND ACCESSORIES FOR ALL CITY DEPARTMENTS	0
					INCLUDING PW, POLICE, FIRE, COMMUNITY DEVELOPMENT,	0
					ENGINEERING, ADMINISTRATION AND EMA.	184,438

2453 - VEHICLE MAINTENANCE DIV

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970620 - SUBSCRIPTIONS & BOOKS	51	800	800	0		
970840 - DIESEL	134,984	108,000	170,000	149,938	ALL CITY VEHICLES AND EMERGENCY GENERATORS	149,938
970850 - GASOLINE	330,053	280,000	440,000	360,746	ALL CITY VEHICLES & EQUIPMENT	360,746
970900 - EQUIPMENT <$5,000	6,016	16,300	16,300	6,750	BATTERY, ELECTRICAL, WELDER, ETC.	6,750
TOTAL COMMODITIES	**700,636**	**658,500**	**880,500**	**745,072**		

CAPITAL EXPENDITURES

980400 - EQUIPMENT	8,979	0	0	0		
TOTAL CAPITAL EXPENDITURES	**8,979**	**0**	**0**	**0**		
Division Totals	**1,411,054**	**1,420,343**	**1,633,822**	**1,520,710**		

PERSONNEL EXHIBIT

Department: Public Works Div: Administration Div No: 2454

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Director of Public Works	0.50	0.50	0.50
Assistant Director of Public Works	0.50	0.50	0.50
Secretary	0.50	0.50	0.50
Senior Clerk	1.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	2.50	2.50	2.50

FY 2009 Budget WorkSheet

2454 - PUBLIC WORKS ADMIN

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	131,324	189,930	169,400	195,377		
910400 - NON-SUPERVISORY OVERTIME	736	0	2,400	0		
910500 - VACATION PAY	9,911	0	12,925	0		
910600 - SICK PAY	1,903	0	2,435	0		
910700 - HOLIDAY PAY	5,737	0	7,250	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	45	0		
910950 - EXCESS SICK HRS PAY OUT	0	0	395	0		
910970 - COMPENSATED ABSENCES	2,719	0	0	0		
TOTAL SALARIES	**152,330**	**189,930**	**194,850**	**195,377**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	123	26	26	67		
918020 - EMPLOYER CONTR-F.I.C.A.	11,162	12,790	14,100	14,265		
918021 - EMPLOYER CONTR-I.M.R.F.	15,849	19,183	18,100	19,792		
918030 - EAP PROGRAM	0	26	26	31		
918040 - LIFE INS PREMIUMS	453	418	520	418		
918050 - PPO INSURANCE PREMIUMS	32,435	26,566	19,700	20,183		
918051 - HMO INSURANCE PREMIUMS	0	13,770	13,770	14,803		
918055 - DENTAL INSURANCE PREMIUMS	1,093	1,137	1,000	1,020		
918070 - WORKERS COMPENSATION	334	526	810	534		
918085 - RHS PLAN PAYOUT	14,603	0	68	37		
TOTAL BENEFITS	**76,052**	**74,442**	**68,120**	**71,150**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	1,816	2,520	2,520	4,040	NEXTELS	3,500
					PAGERS	540
920202 - CONFERENCES	0	2,395	1,200	0		
920204 - TRAINING	25	150	25	150	APWA, NWMC & OTHER MISC SEMINARS	150
920206 - SEMINARS	65	0	0	0		
920220 - MEMBERSHIP DUES	447	550	550	550	APWA, AWWA ANNUAL DUES FOR DIRECTOR & ASSISTANT	550
920225 - LICENSING/TITLES	0	0	0	0		
920900 - PROPERTY/LIAB CONTRIB	1,116	1,175	1,175	1,012	INTERNAL SERVICE FUND CHARGE	1,012
930010 - R & M EQUIPMENT	2,149	4,100	4,100	0		
930110 - R & M SOFTWARE	1,000	6,100	6,100	0		
930230 - RENTAL OF UNIFORMS	0	0	0	0		
960070 - TRAVEL EXPENSES	0	300	0	400	MILEAGE, GAS, TOLLS	400
960990 - MISC CONTRACTUAL SVCS	0	1,000	0	0		
TOTAL CONTRACTUAL SERVICES	**6,619**	**18,290**	**15,670**	**6,152**		
COMMODITIES						
970100 - OFFICE SUPPLIES	2,533	7,000	6,500	3,000	PAPER, PENS, PENCILS, ETC	3,000
970115 - SUPPLIES: DEPT/OTHER	0	0	0	750	PUBLIC RELATIONS GIVEAWAYS	750
970190 - UNIFORMS/APPAREL/CLOTHING	500	500	500	500	ADMIN STAFF APPARREL	500

2454 - PUBLIC WORKS ADMIN

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970260 - POSTAGE AND PARCEL	17	30	0	30	MISC POSTAGE FOR LETTERS, ETC.	30
970270 - PRINTING-REPROD-BINDING	48	1,000	500	500	PRINTING COSTS FOR ANNUAL REPORT	250
					WELCOME WAGON FLYERS	250
970900 - EQUIPMENT <$5,000	1,228	2,700	2,782	500	SMALL OFFICE EQUIPMENT	500
TOTAL COMMODITIES	**4,326**	**11,230**	**10,282**	**5,280**		

CAPITAL EXPENDITURES

980400 - EQUIPMENT	18,179	30,000	5,000	0		
TOTAL CAPITAL EXPENDITURES	**18,179**	**30,000**	**5,000**	**0**		
Division Totals	**257,505**	**323,892**	**293,922**	**277,959**		

PERSONNEL EXHIBIT

Department: Public Works | Div: Environmental Services | Div No: 2455

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Assistant to the PW Director	1.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	1.00	1.00	1.00

FY 2009 Budget WorkSheet

2455 - ENVIRONMENTAL SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	28,711	60,070	0	65,575		
910200 - TEMPORARY WAGES	0	0	0	0		
910500 - VACATION PAY	6,404	0	0	0		
910600 - SICK PAY	231	0	0	0		
910700 - HOLIDAY PAY	908	0	0	0		
910970 - COMPENSATED ABSENCES	-2,817	60	0	0		
TOTAL SALARIES	**33,436**	**60,130**	**0**	**65,575**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	42	12	0	15		
918020 - EMPLOYER CONTR-F.I.C.A.	2,885	4,595	0	5,016		
918021 - EMPLOYER CONTR-I.M.R.F.	3,974	6,067	0	6,643		
918030 - EAP PROGRAM	0	12	12	7		
918040 - LIFE INS PREMIUMS	92	143	0	143		
918050 - PPO INSURANCE PREMIUMS	0	13,667	0	0		
918051 - HMO INSURANCE PREMIUMS	0	0	0	10,214		
918055 - DENTAL INSURANCE PREMIUMS	0	471	0	471		
918070 - WORKERS COMPENSATION	83	166	166	179		
TOTAL BENEFITS	**7,076**	**25,133**	**178**	**22,688**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	120	0	0	300	NEXTEL	300
920155 - UTILITY BILLING SERVICE	6,723	6,500	6,500	6,500	SANITATION CONTRACT CHARGES FOR UTILITY BILLING	6,500
920202 - CONFERENCES	0	0	0	0		
920206 - SEMINARS	185	0	0	0		
920220 - MEMBERSHIP DUES	477	0	0	510	APWA, AWWA	510
920900 - PROPERTY/LIAB CONTRIB	12,307	14,877	14,877	13,406	INTERNAL SERVICE FUND CHARGE	13,406
930490 - REFUSE CONTRACT	3,329,931	3,500,000	3,500,000	3,550,000	CONTRACT FOR GARBAGE, RECYCLING & YARD WASTE	3,550,000
960990 - MISC CONTRACTUAL SVCS	1,905	3,200	4,100	6,910	FLOURESCENT LIGHT BULB/BATTERY RECYCLING PROGRAM	2,850
					TIRE COLLECTION RECYCLING PROGRAM	500
					PORT-O-POTTY	1,560
					ELECTRONICS RECYCLING PROGRAM	2,000
TOTAL CONTRACTUAL SERVICES	**3,351,647**	**3,524,577**	**3,525,477**	**3,577,626**		
COMMODITIES						
970100 - OFFICE SUPPLIES	131	0	0	200	PAPER, PENS, PENCILS, ETC.	200
970115 - SUPPLIES: DEPT/OTHER	0	0	0	1,500	ADOPT-A-SPOT LITTER RECEPTACLE BAGS	1,500
970222 - STREETSCAPE SUPPLIES	0	0	0	7,000	BIKE RACKS, BENCHES, FLOWER PLANTERS, ETC.	4,000
					ADOPT-A-SPOT LITTER RECEPTACLE REPLACEMENTS	3,000
970223 - BEAUTIFICATION SUPPLIES	7,324	12,500	10,000	0		

2455 - ENVIRONMENTAL SERVICES

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970260 - POSTAGE AND PARCEL	6,617	17,500	15,000	15,000	REFUSE BILLING POSTAGE	8,000
					CURBSIDE CALENDAR MAILINGS	3,600
					COMMUNITY GARAGE SALE POSTCARDS	3,100
					OTHER MAILINGS	300
970270 - PRINTING-REPROD-BINDING	5,569	15,000	15,000	13,000	CURBSIDE CALENDAR PRINTING	10,000
					LEAF COLLECTION/SCHEDULE PRINTING	1,250
					COMMUNITY GARAGE SALE FLYER PRINTING	1,250
					OTHER PRINTINGS	500
970620 - SUBSCRIPTIONS & BOOKS	40	0	0	200	TRADE PUBLICATIONS	200
TOTAL COMMODITIES	**19,681**	**45,000**	**40,000**	**36,900**		
Division Totals	**3,411,841**	**3,654,840**	**3,565,655**	**3,702,789**		

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OVERVIEW

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

- TIF #1: created in 1985 to comprise the downtown core. In 1986, 1992, 1994 and 1997, the City expanded the district to include a majority of the downtown area. Additionally, state statute expanded the term of the TIF from its original 23 years to 35 years (2020). There have been five development agreements in this TIF since inception. They are: The Heritage, River Point, Library Plaza, River Mill and Metropolitan Square.

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	(3,129,253)	1,307,999	1,513,018	4,813,286	2,863,462	2,526,316
Revenues	10,373,934	4,240,099	4,829,873	8,833,684	7,136,774	11,962,669
Expenses	(6,038,506)	(4,132,462)	(3,479,429)	(6,188,406)	(7,473,920)	(12,042,848)
Transfers	101,824	97,382	-	-	-	-
Ending Balance	1,307,999	1,513,018	2,863,462	7,458,564	2,526,316	2,446,137

Debt service paid for from TIF#1 include:

		Original Amount	Remaining 1-1-08	Final Payout
2003A	G.O. (TIF #1)	2,535,000	2,085,000	2020
2003D	G.O (TIF #1,refnd 97C)	4,545,000	3,575,000	2011
River Mill	Developer Note	459,776	378,285	2020
LAB Graceland	Developer Note	471,000	400,170	2020
2004A	G.O. (TIF #1)	6,400,000	5,545,000	2020
2005B	G.O. (refunding 1997A)	1,030,000	1,010,000	2011
2005E	G.O. (TIF #1)	1,000,000	1,000,000	2020
2005F	G.O. (Taxable)	4,725,000	4,725,000	2020
2007B	G.O. (refunding 2001B)	510,000	510,000	2016
2008A	G.O. (refunding 2001C)	1,334,000	1,334,000	2016

Revenue by Fund
205 - T.I.F. #1 DOWNTOWN

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810000	PROPERTY TAXES	1,012	0	-1,008	0	-----
810019	PROPERTY TAXES 2002	0	0	0	0	-----
810020	PROPERTY TAXES 2003	-50,212	0	0	0	-----
810021	PROPERTY TAXES 2004	-49,735	0	-41,411	0	-----
810022	PROPERTY TAXES 2005	27,955	0	-2,710	0	-----
810023	PROPERTY TAXES 2006	4,714,481	0	383,642	0	-----
810024	PROPERTY TAXES 2007	0	8,811,419	5,387,823	0	-----
810025	PROPERTY TAXES 2008	0	0	0	5,684,153	-----
TOTAL TAXES		**4,643,500**	**8,811,419**	**5,726,336**	**5,684,153**	
INTERGOVERNMENTAL REVENUE						
823050	FEDERAL GRANTS:OTHER	0	0	0	471,000	ITEP GRANT
TOTAL INTERGOVERNMENTAL REVENUE		**0**	**0**	**0**	**471,000**	
OTHER REVENUE						
890010	INTEREST INCOME	178,781	14,000	68,173	51,316	-----
899900	MISCELLANEOUS REVENUE	7,592	8,265	8,265	6,200	LEONA'S LOAN PAYMENT (ENDS OCT 2009)
TOTAL OTHER REVENUE		**186,373**	**22,265**	**76,438**	**57,516**	
OTHER FINANCING SOURCES						
897900	BOND PROCEEDS	0	0	1,334,000	5,750,000	NEW POLICE STATION
898951	TRANSFER FROM PARKING FD	0	0	0	0	-----
TOTAL OTHER FINANCING SOURCES		**0**	**0**	**1,334,000**	**5,750,000**	
FUND TOTAL		**4,829,873**	**8,833,684**	**7,136,774**	**11,962,669**	

2009 Budget

TIF #1 – BUDGET SUMMARY

	2007 ACTUAL	2008 BUDGET	2008 PROJECTED	2009 PROPOSED
	3,479,429	6,188,406	7,473,920	12,042,849
General Operations	563,964	3,350,097	3,347,587	9,019,093
Economic Development				
Debt Service	2,915,465	2,838,309	4,126,333	3,023,756
River Mill Developer Note	40,879	40,879	40,879	40,879
Walgreens Developer Note	43,244	43,244	43,244	43,244
2001 bond	58,448	0	0	0
2001BR bond	951,600	0	0	0
2001C bond	185,798	184,966	0	0
2003A bond	210,666	212,140	212,090	213,028
2003D bond	544,188	1,001,740	1,001,740	1,019,190
2004 bond	573,025	569,864	569,829	566,264
2005B bond	41,435	296,350	296,310	283,550
2005E bond	39,308	79,408	79,343	102,908
2005F bond	224,828	339,838	339,838	504,399
1996B bond				
1997A bond				
1997C bond				
1997D bond				
2004A bond				
2007B bond	2,046	69,880	69,880	67,980
2008A bond	0	0	1,473,180	182,314
2005 bond capital project	23,560	0	0	0

PERSONNEL EXHIBIT

Department: TIF #1 Div: TIF #1 Div. No: 205

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Economic Development Coordinator	0.25	0.25	0.25
Total Full Time Equivalent (FTE) Employees:	0.25	0.25	0.25

FY 2009 Budget WorkSheet

205F - T.I.F. #1 DOWNTOWN

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	0	16,358	15,375	16,931		
910500 - VACATION PAY	0	0	625	0		
910600 - SICK PAY	0	0	200	0		
910700 - HOLIDAY PAY	0	0	700	0		
TOTAL SALARIES	**0**	**16,358**	**16,900**	**16,931**		
BENEFITS						
918020 - EMPLOYER CONTR-F.I.C.A.	0	1,251	1,251	1,295		
918021 - EMPLOYER CONTR-I.M.R.F.	0	1,652	1,652	1,715		
918040 - LIFE INS PREMIUMS	0	151	50	151		
918050 - PPO INSURANCE PREMIUMS	0	3,417	2,900	2,960		
918055 - DENTAL INSURANCE PREMIUMS	0	121	160	158		
918070 - WORKERS COMPENSATION	0	45	40	47		
TOTAL BENEFITS	**0**	**6,637**	**6,053**	**6,326**		
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	450	75,000	20,000	25,000	LEGAL FEES	25,000
920110 - PROFESSIONAL SERVICES	54,969	132,000	90,000	1,842,120	AUDIT CONTRIBUTION	7,120
					FINANCIAL ANALYSIS	10,000
					TIF RIVERWALK SUBAREA STUDY (CARRY OVER FROM 2008)	25,000
					PLANNING/DESIGN SERVICES	25,000
					APPRAISALS	25,000
					NEW POLICE STATION DESIGN	1,750,000
920202 - CONFERENCES	837	2,500	600	900	CONFERENCE FEE FOR ITIA (FALL) CONFERENCES	900
920220 - MEMBERSHIP DUES	0	500	375	500	ITIA ANNUAL MEMBERSHIP	500
920230 - PUBLICATION OF NOTICES	1,470	2,500	1,650	2,000	BID NOTICES, TIF LEGAL NOTICES	2,000
920430 - SUBSIDY:ECONOMIC DEVLPMNT	58,717	62,300	62,300	64,200	INDEXED TO 3% CPI	64,200
920560 - SUBSIDY:WINTER DECORATION	26,800	120,000	50,000	50,000	DOWNTOWN DECORATING CONTRACT PLUS METRO SQUARE	50,000
920900 - PROPERTY/LIAB CONTRIB	79,389	21,802	21,802	2,216	INTERNAL SERVICE FUND CHARGE	2,216
960070 - TRAVEL EXPENSES	0	0	0	400	AIRFARE	400
960185 - DOWNTOWN LANDSCAPING	0	352,000	210,000	125,000	LANDSCAPE MAINTENANCE	100,000
					WATERING OF LANDSCAPE	25,000
960990 - MISC CONTRACTUAL SVCS	19,905	200,000	125,000	0		
960998 - INCENTIVE-FACADE REHAB	19,066	100,000	50,000	50,000	FACADE IMPROVEMENTS WITHIN TIF DISTRICT	50,000
TOTAL CONTRACTUAL SERVICES	**261,603**	**1,068,602**	**631,727**	**2,162,336**		
COMMODITIES						
970100 - OFFICE SUPPLIES	80	40,000	40,000	0		
970220 - HORTICULTURAL SUPPLIES	3,579	31,000	31,000	0		
970222 - STREETSCAPE SUPPLIES	0	0	0	40,000	SEASONAL BANNERS	25,000
					BANNER HARDWARE	5,000

FY 2009 Budget WorkSheet

205F - T.I.F. #1 DOWNTOWN

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970222 - STREETSCAPE SUPPLIES	0	0	0	40,000	BANNER REPLACEMENT	10,000
970223 - BEAUTIFICATION SUPPLIES	0	0	0	21,000	FLOWERS	3,000
					SEED	3,000
					PLANTERS	15,000
970270 - PRINTING-REPROD-BINDING	1,282	2,500	2,500	2,500	BROCHURES PROMOTING DOWNTOWN	2,500
970900 - EQUIPMENT <$5,000	630	0	0	0		
TOTAL COMMODITIES	**5,571**	**73,500**	**73,500**	**63,500**		
CAPITAL EXPENDITURES						
980100 - LAND	100	0	331,407	4,000,000	POLICE STATION LAND ACQUISTION	4,000,000
980300 - IMPROVEMENTS	273,131	2,120,000	725,000	1,270,000	FENCE ON NORTH AND SOUTH SIDE OF METRA (08 CARRYOVER)	75,000
					LEE/PERRY TRAFFIC SIGNAL	300,000
					PARKING SIGNAGE STANDARDIZATION	15,000
					WAYFINDING SIGNAGE (50 @ $600) - 08 CARRYOVER	30,000
					ITEP - PEDESTRIAN LIGHTING INSTALLATION	850,000
980400 - EQUIPMENT	0	65,000	63,000	0		
TOTAL CAPITAL EXPENDITURES	**273,231**	**2,185,000**	**1,119,407**	**5,270,000**		
DEBT SERVICE						
990100 - PRINCIPAL	41,097	43,254	43,254	45,526	RIVER MILL	22,123
					WALGREENS	23,403
990200 - INTEREST	43,026	40,869	40,869	38,597	RIVER MILL	18,756
					WALGREENS	19,841
TOTAL DEBT SERVICE	**84,123**	**84,123**	**84,123**	**84,123**		
OTHER FUNDING ACTIVITIES						
991500 - SURPLUS DECLARATION	0	0	1,500,000	1,500,000		
TOTAL OTHER FUNDING ACTIVITIES	**0**	**0**	**1,500,000**	**1,500,000**		
Division Totals	**624,527**	**3,434,220**	**3,431,710**	**9,103,216**		

FY 2009 Budget WorkSheet

205301B - 2001B TIF TAXABLE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	45,000	0	0	0		
990200 - INTEREST	13,038	0	0	0		
990300 - BANK/TRUST/AGENCY FEES	410	0	0	0		
TOTAL DEBT SERVICE	**58,448**	**0**	**0**	**0**		
Division Totals	**58,448**	**0**	**0**	**0**		

FY 2009 Budget WorkSheet

205301BR - 2001B TIF#1 1994A REFUND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	915,000	0	0	0	FINAL PAYMENT MADE IN 2007	0
990200 - INTEREST	36,600	0	0	0		
990300 - BANK/TRUST/AGENCY FEES	0	0	0	0		
TOTAL DEBT SERVICE	**951,600**	**0**	**0**	**0**		
Division Totals	**951,600**	**0**	**0**	**0**		

FY 2009 Budget WorkSheet

205301C - 2001C TIF TAXABLE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	105,000	110,000	0	0		
990200 - INTEREST	80,388	74,666	0	0		
990300 - BANK/TRUST/AGENCY FEES	410	300	0	0		
TOTAL DEBT SERVICE	**185,798**	**184,966**	**0**	**0**		
Division Totals	**185,798**	**184,966**	**0**	**0**		

FY 2009 Budget WorkSheet

205303A - 2003A - TAX EXEMPT PROJ

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	125,000	130,000	130,000	135,000		
990200 - INTEREST	85,584	81,990	81,990	77,928		
990300 - BANK/TRUST/AGENCY FEES	82	150	100	100		
TOTAL DEBT SERVICE	**210,666**	**212,140**	**212,090**	**213,028**		
Division Totals	**210,666**	**212,140**	**212,090**	**213,028**		

FY 2009 Budget WorkSheet

205303D - 2003D - 1997C REFUNDING

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	370,000	840,000	840,000	890,000		
990200 - INTEREST	173,778	161,290	161,290	128,740		
990300 - BANK/TRUST/AGENCY FEES	410	450	450	450		
TOTAL DEBT SERVICE	**544,188**	**1,001,740**	**1,001,740**	**1,019,190**		
Division Totals	**544,188**	**1,001,740**	**1,001,740**	**1,019,190**		

FY 2009 Budget WorkSheet

205304A - 2004 TAX EXEMPT BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	330,000	340,000	340,000	350,000		
990200 - INTEREST	242,714	229,514	229,514	215,914		
990300 - BANK/TRUST/AGENCY FEES	312	350	315	350		
TOTAL DEBT SERVICE	**573,025**	**569,864**	**569,829**	**566,264**		
Division Totals	**573,025**	**569,864**	**569,829**	**566,264**		

FY 2009 Budget WorkSheet

205305B - 2005B REFUNDING 97A

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	5,000	260,000	260,000	255,000		
990200 - INTEREST	36,025	35,900	35,900	28,100		
990300 - BANK/TRUST/AGENCY FEES	410	450	410	450		
TOTAL DEBT SERVICE	**41,435**	**296,350**	**296,310**	**283,550**		
Division Totals	**41,435**	**296,350**	**296,310**	**283,550**		

FY 2009 Budget WorkSheet

205305E - 2005E GO BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	0	40,000	40,000	65,000		
990200 - INTEREST	39,308	39,308	39,308	37,858		
990300 - BANK/TRUST/AGENCY FEES	0	100	35	50		
TOTAL DEBT SERVICE	**39,308**	**79,408**	**79,343**	**102,908**		
Division Totals	**39,308**	**79,408**	**79,343**	**102,908**		

FY 2009 Budget WorkSheet

205305F - 2005F TAXABLE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	0	115,000	115,000	285,000		
990200 - INTEREST	224,438	224,438	224,438	218,974		
990300 - BANK/TRUST/AGENCY FEES	390	400	400	425		
TOTAL DEBT SERVICE	**224,828**	**339,838**	**339,838**	**504,399**		
Division Totals	**224,828**	**339,838**	**339,838**	**504,399**		

FY 2009 Budget WorkSheet

205307B - 2007B - REFUNDING 2001B

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	0	50,000	50,000	50,000		
990200 - INTEREST	2,046	19,380	19,380	17,480		
990300 - BANK/TRUST/AGENCY FEES	0	500	500	500		
TOTAL DEBT SERVICE	**2,046**	**69,880**	**69,880**	**67,980**		
Division Totals	**2,046**	**69,880**	**69,880**	**67,980**		

FY 2009 Budget WorkSheet

205308A - 2008A - REFUNDING 2001C

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
960060 - BOND EXPENSES	0	0	30,355	0		
TOTAL CONTRACTUAL SERVICES	**0**	**0**	**30,355**	**0**		
DEBT SERVICE						
990100 - PRINCIPAL	0	0	105,000	132,000		
990200 - INTEREST	0	0	35,685	50,114		
990300 - BANK/TRUST/AGENCY FEES	0	0	200	200		
990800 - TRANSFER TO ESCROW AGENT	0	0	1,301,940	0		
TOTAL DEBT SERVICE	**0**	**0**	**1,442,825**	**182,314**		
Division Totals	**0**	**0**	**1,473,180**	**182,314**		

FY 2009 Budget WorkSheet

205405E - 2005E BOND CAPITAL PROJCT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	23,560	0	0	0		
TOTAL CAPITAL EXPENDITURES	**23,560**	**0**	**0**	**0**		
Division Totals	**23,560**	**0**	**0**	**0**		

OVERVIEW

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

- TIF #3: created in 2000 just west of the terminated TIF #2 area of Wille Road. Part of the City's contribution for development is improvement of utilities and Wille Road. A developer built a 411,000 square-foot industrial building, also referred to as the phase I development, which is occupied by four logistics tenants. Phase II consists of about half as much land area with a newly constructed 250,000 square-foot warehouse facility occupied in late 2007.

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	560,755	1,086,006	(2,876,640)	(1,764,171)	(1,259,570)	(2,187,342)
Revenues	11,674,863	529,814	2,587,003	335,779	1,613,154	508,927
Expenses	(11,149,612)	(4,492,460)	(969,933)	(1,390,630)	(2,540,926)	(1,366,895)
Ending Balance	1,086,006	(2,876,640)	(1,259,570)	(2,819,022)	(2,187,342)	(3,045,310)

Debt service paid for from TIF#3 include:

		Original Amount	Remaining 1-1-08	Final Payout
2003A	G.O. (TIF #3)	2,130,000	1,780,000	2021
2004B	G.O. (TIF #3, Taxable)	1,400,000	1,360,000	2021
2005A	G.O. (TIF #3)	5,550,000	5,550,000	2022
2005E	G.O. (TIF #3)	5,300,000	5,275,000	2022
2005G	G.O. (TIF #3, Taxable)	500,000	475,000	2015
2008A	G.O. (refunding 2001C)	1,241,000	1,241,000	2021

Revenue by Fund
210 - T.I.F. #3 W. WILLE RD

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810021	PROPERTY TAXES 2004	-303	0	-9,166	0	-----
810022	PROPERTY TAXES 2005	0	0	0	0	-----
810023	PROPERTY TAXES 2006	283,412	0	0	0	-----
810024	PROPERTY TAXES 2007	0	325,779	267,267	0	-----
810025	PROPERTY TAXES 2008	0	0	0	508,427	-----
TOTAL TAXES		**283,109**	**325,779**	**258,101**	**508,427**	
FEES AND SERVICES						
890034	RENT-OTHER	10,850	0	26,200	0	-----
TOTAL FEES AND SERVICES		**10,850**	**0**	**26,200**	**0**	
OTHER REVENUE						
890010	INTEREST INCOME	946	0	2,000	500	-----
890011	INVESTMENT INCOME	0	10,000	0	0	-----
899900	MISCELLANEOUS REVENUE	800,000	0	85,853	0	-----
899950	DEVELOPER CONTRIBUTIONS	1,492,098	0	0	0	-----
TOTAL OTHER REVENUE		**2,293,044**	**10,000**	**87,853**	**500**	
OTHER FINANCING SOURCES						
897900	BOND PROCEEDS	0	0	1,241,000	0	-----
TOTAL OTHER FINANCING SOURCES		**0**	**0**	**1,241,000**	**0**	
FUND TOTAL		**2,587,003**	**335,779**	**1,613,154**	**508,927**	

2009 Budget

TIF #3 – BUDGET SUMMARY

	2007 ACTUAL	2008 BUDGET	2008 PROJECTED	2009 PROPOSED
	969,933	1,390,630	2,540,926	1,366,895
General Operations	24,386	48,702	23,852	25,096
Debt Service	945,547	1,341,928	2,517,074	1,341,799
2001C bond	124,422	126,898	0	0
2003A bond	168,730	171,118	171,018	172,892
2004B bond	113,725	231,966	231,831	229,024
2005A bond	248,128	523,138	523,138	524,888
2005E bond	241,402	240,846	240,666	239,788
2005G bond	49,140	47,962	47,972	46,826
2008A bond	0	0	1,302,449	128,381

FY 2009 Budget WorkSheet

210F - T.I.F. #3 WILLE ROAD

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	2,910	5,000	0	10,000		
920105 - COSTS OF LITIGATION	3,712	0	150	0		
920110 - PROFESSIONAL SERVICES	4,389	20,000	0	15,000		
920900 - PROPERTY/LIAB CONTRIB	12,795	23,702	23,702	96	INTERNAL SERVICE FUND CHARGE	96
930590 - MISCELLANEOUS EXPENSES	0	0	0	0		
960990 - MISC CONTRACTUAL SVCS	0	0	0	0		
TOTAL CONTRACTUAL SERVICES	**23,805**	**48,702**	**23,852**	**25,096**		
COMMODITIES						
970115 - SUPPLIES: DEPT/OTHER	0	0	0	0		
970260 - POSTAGE AND PARCEL	13	0	0	0		
970500 - PURCHASE OF WATER	567	0	0	0		
TOTAL COMMODITIES	**580**	**0**	**0**	**0**		
CAPITAL EXPENDITURES						
980100 - LAND	0	0	0	0		
980300 - IMPROVEMENTS	0	0	0	0		
TOTAL CAPITAL EXPENDITURES	**0**	**0**	**0**	**0**		
Division Totals	**24,386**	**48,702**	**23,852**	**25,096**		

FY 2009 Budget WorkSheet

210301 - 2001C TIF #3 TAXABLE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	50,000	55,000	0	0		
990200 - INTEREST	74,422	71,698	0	0		
990300 - BANK/TRUST/AGENCY FEES	0	200	0	0		
TOTAL DEBT SERVICE	**124,422**	**126,898**	**0**	**0**		
Division Totals	**124,422**	**126,898**	**0**	**0**		

FY 2009 Budget WorkSheet

210303A - 2003A - TAX EXEMPT PROJ

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	95,000	100,000	100,000	105,000		
990200 - INTEREST	73,648	70,918	70,918	67,792		
990300 - BANK/TRUST/AGENCY FEES	82	200	100	100		
TOTAL DEBT SERVICE	**168,730**	**171,118**	**171,018**	**172,892**		
Division Totals	**168,730**	**171,118**	**171,018**	**172,892**		

FY 2009 Budget WorkSheet

210304B - 2004 TAXABLE BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	40,000	160,000	160,000	165,000		
990200 - INTEREST	73,725	71,766	71,766	63,924		
990300 - BANK/TRUST/AGENCY FEES	0	200	65	100		
TOTAL DEBT SERVICE	**113,725**	**231,966**	**231,831**	**229,024**		
Division Totals	**113,725**	**231,966**	**231,831**	**229,024**		

FY 2009 Budget WorkSheet

210305A - 2005A GO BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	0	275,000	275,000	285,000		
990200 - INTEREST	247,738	247,738	247,738	239,488		
990300 - BANK/TRUST/AGENCY FEES	390	400	400	400		
TOTAL DEBT SERVICE	**248,128**	**523,138**	**523,138**	**524,888**		
Division Totals	**248,128**	**523,138**	**523,138**	**524,888**		

FY 2009 Budget WorkSheet

210305E - 2005E GO BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	25,000	25,000	25,000	25,000		
990200 - INTEREST	216,402	215,496	215,496	214,588		
990300 - BANK/TRUST/AGENCY FEES	0	350	170	200		
TOTAL DEBT SERVICE	**241,402**	**240,846**	**240,666**	**239,788**		
Division Totals	**241,402**	**240,846**	**240,666**	**239,788**		

FY 2009 Budget WorkSheet

210305G - 2005G TAXABLE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	25,000	25,000	25,000	25,000		
990200 - INTEREST	23,750	22,562	22,562	21,376		
990300 - BANK/TRUST/AGENCY FEES	390	400	410	450		
TOTAL DEBT SERVICE	**49,140**	**47,962**	**47,972**	**46,826**		
Division Totals	**49,140**	**47,962**	**47,972**	**46,826**		

FY 2009 Budget WorkSheet

210308A - 2008A - REFUNDING 2001C

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
960060 - BOND EXPENSES	0	0	24,245	0		
TOTAL CONTRACTUAL SERVICES	**0**	**0**	**24,245**	**0**		
DEBT SERVICE						
990100 - PRINCIPAL	0	0	25,000	73,000		
990200 - INTEREST	0	0	37,329	55,181		
990300 - BANK/TRUST/AGENCY FEES	0	0	200	200		
990800 - TRANSFER TO ESCROW AGENT	0	0	1,215,675	0		
TOTAL DEBT SERVICE	**0**	**0**	**1,278,204**	**128,381**		
Division Totals	**0**	**0**	**1,302,449**	**128,381**		

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TAX INCREMENT FUND #4 – Five Corners

OVERVIEW

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

- TIF #4: The District was created in 2006. In 2007, the City started an implementation planning process to determine priority areas for redevelopment.

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	-	(28,373)	(132,516)	(110,792)	(206,717)	(127,624)
Revenues	-	-	-	669,194	405,888	621,578
Expenses	(28,373)	(104,143)	(74,201)	(548,544)	(326,795)	(583,549)
Ending Balance	(28,373)	(132,516)	(206,717)	9,858	(127,624)	(89,595)

There is currently no debt service paid for from TIF #4.

Revenue by Fund
214 - T.I.F. #4 FIVE CORNERS

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810024	PROPERTY TAXES 2007	0	668,444	405,888	0	-----
810025	PROPERTY TAXES 2008	0	0	0	621,578	-----
TOTAL TAXES		**0**	**668,444**	**405,888**	**621,578**	
OTHER REVENUE						
890011	INVESTMENT INCOME	0	750	0	0	-----
TOTAL OTHER REVENUE		**0**	**750**	**0**	**0**	
FUND TOTAL		**0**	**669,194**	**405,888**	**621,578**	

PERSONNEL EXHIBIT

Department: TIF #4 Div: TIF #4 Div. No: 214

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Economic Development Coordinator	0.25	0.25	0.25
Total Full Time Equivalent (FTE) Employees:	0.25	0.25	0.25

FY 2009 Budget WorkSheet

214F - T.I.F. #4 FIVE CORNERS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	0	16,358	15,375	16,931		
910200 - TEMPORARY WAGES	0	0	0	0		
910500 - VACATION PAY	0	0	625	0		
910600 - SICK PAY	0	0	200	0		
910700 - HOLIDAY PAY	0	0	700	0		
910970 - COMPENSATED ABSENCES	0	0	0	0		
TOTAL SALARIES	**0**	**16,358**	**16,900**	**16,931**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	0	0	0	0		
918020 - EMPLOYER CONTR-F.I.C.A.	0	1,251	1,251	1,295		
918021 - EMPLOYER CONTR-I.M.R.F.	0	1,652	1,652	1,715		
918040 - LIFE INS PREMIUMS	0	151	50	151		
918050 - PPO INSURANCE PREMIUMS	0	3,417	2,900	2,960		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	0	121	160	158		
918070 - WORKERS COMPENSATION	0	45	40	47		
TOTAL BENEFITS	**0**	**6,637**	**6,053**	**6,326**		
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	1,913	100,000	50,000	100,000	ATTORNEY FEES	100,000
920110 - PROFESSIONAL SERVICES	66,505	415,000	250,000	125,000	REDEVELOPMENT AGREEMENT REVIEW	10,000
					BOND ISSUANCE REVIEW	10,000
					SUBAREA PLAN (PARTIAL CARRYOVER)	80,000
					APPRAISALS	25,000
920900 - PROPERTY/LIAB CONTRIB	133	549	549	292	INTERNAL SERVICE FUND CHARGE	292
960990 - MISC CONTRACTUAL SVCS	5,650	10,000	3,000	25,000	SURVEY/ENVIRONMENTAL REPORT PREPARATION	25,000
TOTAL CONTRACTUAL SERVICES	**74,200**	**525,549**	**303,549**	**250,292**		
COMMODITIES						
970222 - STREETSCAPE SUPPLIES	0	0	0	0		
970223 - BEAUTIFICATION SUPPLIES	0	0	0	0		
970270 - PRINTING-REPROD-BINDING	0	0	293	0		
TOTAL COMMODITIES	**0**	**0**	**293**	**0**		
CAPITAL EXPENDITURES						
980100 - LAND	0	0	0	260,000	LEE/PERRY SIGNAL ROW EASEMENT	10,000
					LAND PURCHASE OPTIONS	250,000

FY 2009 Budget WorkSheet

214F - T.I.F. #4 FIVE CORNERS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
980300 - IMPROVEMENTS	0	0	0	50,000	LEE/PERRY TRAFFIC SIGNAL	50,000
TOTAL CAPITAL EXPENDITURES	**0**	**0**	**0**	**310,000**		
Division Totals	**74,200**	**548,544**	**326,795**	**583,549**		

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TAX INCREMENT FUND #5 – Lee &Perry

OVERVIEW

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

- TIF #5: created in 2001 in the area bounded by Lee and Perry Streets, just north and adjacent to the downtown TIF #1. This area is part of TIF District #1's Metropolitan Square project and is the site of a new grocery store and bank.
- This fund has a planned negative fund balance until incremental revenue from the development is greater than annual debt payments on the bond issued to purchase the land in this TIF.

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	(672,411)	(782,740)	(858,326)	(877,820)	(903,300)	(808,421)
Revenues	19,390	46,500	80,469	229,084	216,423	179,600
Expenses	(129,719)	(122,086)	(125,443)	(141,594)	(121,544)	(173,722)
Ending Balance	(782,740)	(858,326)	(903,300)	(790,330)	(808,421)	(802,543)

Debt service paid for from TIF#5 include:

	Original Amount	Remaining 1-1-08	Final Payout
2003A G.O. (TIF #5)	1,525,000	1,275,000	2021

Revenue by Fund
212 - T.I.F. #5 PERRY/LEE

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810021	PROPERTY TAXES 2004	0	0	0	0	-----
810022	PROPERTY TAXES 2005	0	0	0	0	-----
810023	PROPERTY TAXES 2006	80,469	0	46,176	0	-----
810024	PROPERTY TAXES 2007	0	228,334	170,047	0	-----
810025	PROPERTY TAXES 2008	0	0	0	179,400	-----
TOTAL TAXES		**80,469**	**228,334**	**216,223**	**179,400**	
OTHER REVENUE						
890010	INTEREST INCOME	0	750	200	200	-----
TOTAL OTHER REVENUE		**0**	**750**	**200**	**200**	
FUND TOTAL		**80,469**	**229,084**	**216,423**	**179,600**	

2009 Budget

TIF #5 – BUDGET SUMMARY

	2007 ACTUAL	2008 BUDGET	2008 PROJECTED	2009 PROPOSED
	125,442	141,594	121,544	173,722
General Operations	2,548	20,644	644	50,010
Debt Service	122,894	120,950	120,900	123,712
2003A bond	122,894	120,950	120,900	123,712

FY 2009 Budget WorkSheet

212F - T.I.F. #5 PERRY/LEE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920900 - PROPERTY/LIAB CONTRIB	2,548	644	644	10	INTERNAL SERVICE FUND CHARGE	10
TOTAL CONTRACTUAL SERVICES	**2,548**	**644**	**644**	**10**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	0	20,000	0	50,000	LEE/PERRY TRAFFIC SIGNAL	50,000
TOTAL CAPITAL EXPENDITURES	**0**	**20,000**	**0**	**50,000**		
Division Totals	**2,548**	**20,644**	**644**	**50,010**		

FY 2009 Budget WorkSheet

212303A - 2003A - TAX EXEMPT PROJ

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	70,000	70,000	70,000	75,000		
990200 - INTEREST	52,812	50,800	50,800	48,612		
990300 - BANK/TRUST/AGENCY FEES	82	150	100	100		
TOTAL DEBT SERVICE	**122,894**	**120,950**	**120,900**	**123,712**		
Division Totals	**122,894**	**120,950**	**120,900**	**123,712**		

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TAX INCREMENT FUND #6 – Mannheim & Higgins

OVERVIEW

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

- TIF #6: created in 2001, north and east at the intersection of Mannheim and Higgins Roads. Construction of a commercial strip center concluded in early 2007, with Starbuck's and Potbelly's as occupants. The City executed a redevelopment agreement in 2007 for two hotels north of I-90, and is in discussion with developers for redevelopment of land south of I-90 for two additional hotels and restaurants. The City concluded purchase of those parcels in 2007.

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	7,372,151	5,128,803	5,205,715	(4,760,355)	(4,293,929)	(4,898,570)
Revenues	271,430	1,096,893	63,100	375,631	349,971	2,715,644
Expenses	(2,514,778)	(1,019,981)	(9,562,744)	(2,354,854)	(954,612)	(1,905,203)
Ending Balance	5,128,803	5,205,715	(4,293,929)	(6,739,578)	(4,898,570)	(4,088,129)

Debt service paid for from TIF#6 include:

		Original Amount	Remaining 1-1-08	Final Payout
2003A	G.O. (TIF #6)	375,000	350,000	2021
2003C	G.O. (TIF #6, Taxable)	2,250,000	2,250,000	2021
2004B	G.O. (TIF #6, Taxable)	7,500,000	6,730,000	2021

Revenue by Fund
213 - T.I.F.#6 MANNHEIM/HIGGINS

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810021	PROPERTY TAXES 2004	-18,387	0	0	0	-----
810022	PROPERTY TAXES 2005	-13,040	0	0	0	-----
810023	PROPERTY TAXES 2006	68,570	0	8,764	0	-----
810024	PROPERTY TAXES 2007	0	361,631	334,207	0	-----
810025	PROPERTY TAXES 2008	0	0	0	15,644	-----
TOTAL TAXES		**37,144**	**361,631**	**342,971**	**15,644**	
INTERGOVERNMENTAL REVENUE						
822045	STATE GRANT:MISC	0	0	0	0	-----
TOTAL INTERGOVERNMENTAL REVENUE		**0**	**0**	**0**	**0**	
OTHER REVENUE						
890010	INTEREST INCOME	25,957	14,000	7,000	0	-----
899950	DEVELOPER CONTRIBUTIONS	0	0	0	2,700,000	-----
TOTAL OTHER REVENUE		**25,957**	**14,000**	**7,000**	**2,700,000**	
FUND TOTAL		**63,100**	**375,631**	**349,971**	**2,715,644**	

2009 Budget

TIF #6 – BUDGET SUMMARY

	2007 ACTUAL	2008 BUDGET	2008 PROJECTED	2009 PROPOSED
	9,562,745	2,354,854	954,612	1,905,203
General Operations	8,682,797	1,476,576	76,534	1,009,713
Debt Service	879,948	878,278	878,078	895,490
2003A bond	39,545	38,894	38,844	38,062
2003C bond	124,598	124,658	124,658	149,658
2004B bond	715,805	714,726	714,576	707,770

PERSONNEL EXHIBIT

Department: TIF #6 Div: TIF #6 Div. No: 213

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Economic Development Coordinator	0.25	0.25	0.25
Total Full Time Equivalent (FTE) Employees:	0.25	0.25	0.25

FY 2009 Budget WorkSheet

213F - T.I.F. #6 MANNHEIM/HIGGIN

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	0	16,358	15,375	16,931		
910500 - VACATION PAY	0	0	625	0		
910600 - SICK PAY	0	0	200	0		
910700 - HOLIDAY PAY	0	0	700	0		
TOTAL SALARIES	**0**	**16,358**	**16,900**	**16,931**		
BENEFITS						
918020 - EMPLOYER CONTR-F.I.C.A.	0	1,251	1,251	1,295		
918021 - EMPLOYER CONTR-I.M.R.F.	0	1,652	1,652	1,715		
918040 - LIFE INS PREMIUMS	0	151	50	151		
918050 - PPO INSURANCE PREMIUMS	0	3,417	2,900	2,960		
918055 - DENTAL INSURANCE PREMIUMS	0	121	160	158		
918070 - WORKERS COMPENSATION	0	45	40	47		
TOTAL BENEFITS	**0**	**6,637**	**6,053**	**6,326**		
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	31,074	10,000	0	0		
920105 - COSTS OF LITIGATION	2,039	0	0	0		
920110 - PROFESSIONAL SERVICES	36,359	10,000	10,000	56,000	REVIEW OF DEVELOPMENT AGREEMENTS AND TIF MONITORING	1,000
					WATER MAIN CROSSING DESIGN - MANNHEIM SOUTH	50,000
					WATERMAIN CROSSING DESIGN	5,000
920430 - SUBSIDY:ECONOMIC DEVLPMNT	27,350	28,200	28,200	29,050	PAYMENT TO GENERAL FUND	29,050
920900 - PROPERTY/LIAB CONTRIB	4,444	5,381	5,381	1,406	INTERNAL SERVICE FUND CHARGE	1,406
960990 - MISC CONTRACTUAL SVCS	124,813	650,000	10,000	650,000	ENVIRONMENTAL CLEANUP	550,000
					DEMOLITION	100,000
960998 - INCENTIVE-FACADE REHAB	30,410	0	0	0		
TOTAL CONTRACTUAL SERVICES	**256,489**	**703,581**	**53,581**	**736,456**		
COMMODITIES						
970500 - PURCHASE OF WATER	102	0	0	0		
970810 - NATURAL GAS	45	0	0	0		
TOTAL COMMODITIES	**147**	**0**	**0**	**0**		
CAPITAL EXPENDITURES						
980100 - LAND	8,325,000	0	0	0		
980300 - IMPROVEMENTS	101,161	750,000	0	250,000	WATERMAIN CROSSING INSTALLATION/CONSTRUCTION	250,000
TOTAL CAPITAL EXPENDITURES	**8,426,161**	**750,000**	**0**	**250,000**		
Division Totals	**8,682,797**	**1,476,576**	**76,534**	**1,009,713**		

FY 2009 Budget WorkSheet

213303A - 2003A - TAX EXEMPT PROJ

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	25,000	25,000	25,000	25,000		
990200 - INTEREST	14,463	13,744	13,744	12,962		
990300 - BANK/TRUST/AGENCY FEES	82	150	100	100		
TOTAL DEBT SERVICE	**39,545**	**38,894**	**38,844**	**38,062**		
Division Totals	**39,545**	**38,894**	**38,844**	**38,062**		

FY 2009 Budget WorkSheet

213303C - 2003C TAXABLE BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	0	0	0	25,000		
990200 - INTEREST	124,208	124,208	124,208	124,208		
990300 - BANK/TRUST/AGENCY FEES	390	450	450	450		
TOTAL DEBT SERVICE	**124,598**	**124,658**	**124,658**	**149,658**		
Division Totals	**124,598**	**124,658**	**124,658**	**149,658**		

FY 2009 Budget WorkSheet

213304B - 2004B TAXABLE BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	330,000	345,000	345,000	355,000		
990200 - INTEREST	385,395	369,226	369,226	352,320		
990300 - BANK/TRUST/AGENCY FEES	410	500	350	450		
TOTAL DEBT SERVICE	**715,805**	**714,726**	**714,576**	**707,770**		
Division Totals	**715,805**	**714,726**	**714,576**	**707,770**		

MOTOR FUEL TAX FUND

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	885,973	292,419	(268,201)	217,649	247,313	366,313
Revenues	1,684,998	1,543,639	1,705,560	1,742,000	1,613,000	1,640,000
Expenses	(2,278,552)	(2,104,259)	(1,190,046)	(1,605,873)	(1,494,000)	(1,685,722)
Ending Balance	292,419	(268,201)	247,313	353,776	366,313	320,591

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

Annually planned expenditures include funding for street improvements, alley reconstruction, sidewalk replacement, crack filling, pavement marking, road de-icing materials, maintenance of traffic signals, street materials testing, and electricity for streetlights.

Revenue by Fund
203 - MOTOR FUEL TAX FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
INTERGOVERNMENTAL REVENUE						
820300	MOTOR FUEL TAX ALLOTMENT	1,655,396	1,697,000	1,572,000	1,600,000	-----
820301	MFT: HIGH GROWTH ALLOTMNT	31,734	32,000	30,000	30,000	-----
TOTAL INTERGOVERNMENTAL REVENUE		**1,687,130**	**1,729,000**	**1,602,000**	**1,630,000**	
OTHER REVENUE						
890010	INTEREST INCOME	9,097	13,000	11,000	10,000	-----
899900	MISCELLANEOUS REVENUE	9,334	0	0	0	-----
TOTAL OTHER REVENUE		**18,431**	**13,000**	**11,000**	**10,000**	
FUND TOTAL		**1,705,561**	**1,742,000**	**1,613,000**	**1,640,000**	

FY 2009 Budget WorkSheet

203F - MOTOR FUEL TAX

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	0	0	25,000	SOIL AND MATERIALS TESTING	25,000
920113 - ENGINEERING SERVICES	20,110	25,000	20,000	0		
930080 - R & M TRAFFIC SIGNALS	37,176	40,000	30,000	37,500	STATE TREASURER, COOK COUNTY HIGHWAY	37,500
960165 - STREET CRACK FILLING	0	25,000	25,000	25,000	CRACK FILLING	25,000
960167 - STREET PAVEMENT MARKING	34,457	50,000	50,000	30,000	STREET PAVEMENT MARKING	30,000
960170 - SIDEWALK IMPROVEMENTS	248,583	275,000	220,000	250,000	SIDEWALK REPLACEMENT PROGRAM	250,000
TOTAL CONTRACTUAL SERVICES	**340,327**	**415,000**	**345,000**	**367,500**		
COMMODITIES						
970120 - ICE CONTROL	254,798	150,000	362,000	300,000	DE-ICING MATERIALS FOR STREETS	300,000
970820 - ELECTRICITY	34,684	32,000	32,000	32,000	ELECTRICITY	32,000
TOTAL COMMODITIES	**289,482**	**182,000**	**394,000**	**332,000**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	560,239	1,008,873	755,000	986,222	ALLEY RECONSTRUCTION	118,278
					CURB IMPROVEMENTS	150,000
					STREET REHABILITATION	317,775
					DRAINAGE SYSTEM IMPROV.	114,818
					STREET RESURFACE	169,748
					STREET RECONSTRUCTION	115,603
TOTAL CAPITAL EXPENDITURES	**560,239**	**1,008,873**	**755,000**	**986,222**		
Division Totals	**1,190,048**	**1,605,873**	**1,494,000**	**1,685,722**		

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EMERGENCY COMMUNICATIONS FUND

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	63,352	276,670	176,520	293,275	398,270	923,593
Revenues	4,457,409	4,582,476	5,096,287	5,827,657	6,201,547	5,900,177
Expenses	(4,113,614)	(4,544,160)	(4,742,268)	(5,693,797)	(5,550,734)	(5,814,933)
Transfers	(130,477)	(138,462)	(132,269)	(125,490)	(125,490)	(125,244)
Ending Balance*	276,670	176,524	398,270	301,645	923,593	883,593

* fund balance equivalent

Emergency Communications is charged with the responsibility of receiving calls for police, fire and emergency medical services through the 9-1-1 wireline and wireless systems, radio, alarm circuitry and other telephone lines. Communications personnel dispatch the necessary equipment and manpower required to handle emergencies for the incorporated areas of Des Plaines, Morton Grove, Niles and Park Ridge.

When callers dial 9-1-1 to report an emergency, the system provides the life and property saving features of Automatic Number Identification (ANI), Automatic Location Identification (ALI) and Selective Routing (SR). With ANI, ALI and SR, information concerning the caller's location, phone number and other essential facts are instantaneously displayed on a screen when the call is received in the Communications Center, assuring an emergency response even if the caller is unable to communicate.

Emergency communications personnel utilize 25 separate emergency and non-emergency radio frequencies, linking the Police and Fire Departments with each other, surrounding communities and area-wide mutual aid support in the event of major disasters. The system also links the Center with both State and Federal agencies such as Cook County Sheriff, Illinois State Police and the Federal Bureau of Investigation.

With on-line computers located in the Emergency Communications Center and all public safety vehicles, the Computer Aided Dispatch (CAD) system provides a means to download essential emergency information immediately to responding emergency personnel concerning hazardous materials, handicapped individuals, building pre-plans and other potential problems. CAD provides for the efficient use of manpower, equipment and other resources by continuously updating the available status. The system also interacts with the Area-Wide Law Enforcement Radio Terminal System (ALERTS), allowing officers immediate access to arrest, vehicle and property records through mobile data terminals located in their squad cars.

The Emergency Communications Center is staffed with 29 Communications Specialists, 5 permanent part-time Specialists, 1 Lead Specialist, 3 Principal Shift Supervisors, 3 Shift Supervisors, 2 Technology System Specialists, 1 Police Records Management System Administrator, 1 Manager of Support

Services, 1 Deputy Director, 1 Secretary and the Director. In addition to the normal staff complement, there are temporary part-time Specialists who work occasionally on an as-needed basis.

The Department is divided into three areas: Administration, Support and Operations.

ADMINISTRATION

Provides general management and administration, overall policy and direction, fiscal control and training coordination.

OPERATIONS

On an annual basis, this division handles approximately 202,811 incidents, generated from 216,865 emergency and non-emergency calls for service. Dispatchers simultaneously enter the necessary information into the computer while monitoring radio traffic. The staff provides medical pre-arrival instructions in life-threatening situations and calms, negotiates and advises callers who may be injured, confused or abusive. This division works with outside local, state and federal agencies.

The division is manned on a 24-hour/365-days-a-year basis, divided between three shifts.

SUPPORT

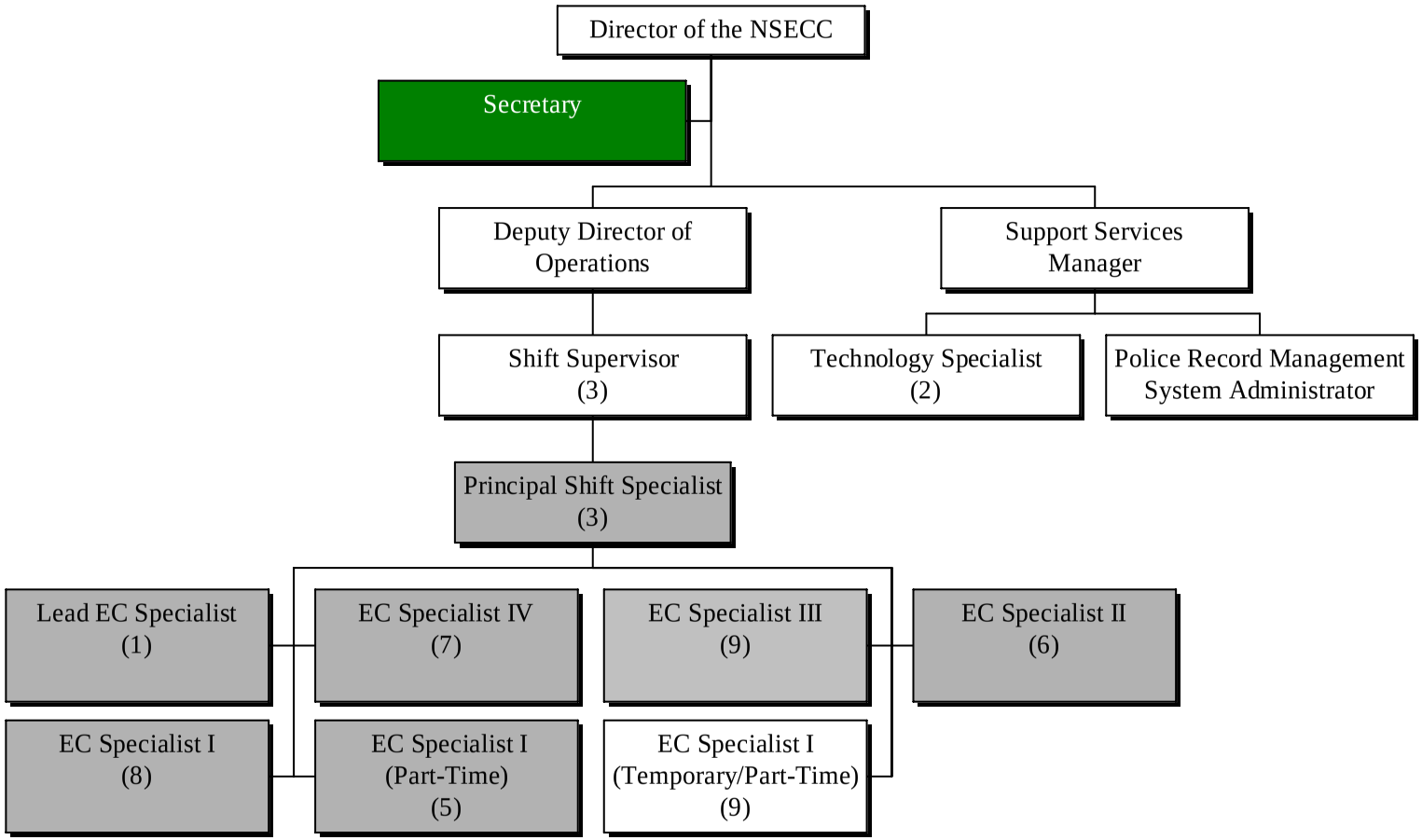
Information System Administration is responsible for the daily administration and user support of the public safety computer systems and automated information services. The Technology Specialists coordinate resources to keep all the systems operational and functioning to the full potential of their design. The Police Records Management System Administrator manages, maintains and oversees training on this complex, sophisticated system at all four departments.

FUNDING

In 2008, the Emergency Communication Center's $5,849,806 budget was funded from six separate sources: $748,000 from the 9-1-1 surcharge, $385,206 from the Cy Pres Grant, the contractual fee from Morton Grove of $871,489, the contractual fee from Niles of $1,131,880, the contractual fee from Park Ridge of $1,114,848 and a transfer from the Des Plaines City General Corporate Fund of $1,598,383.

The current intergovernmental agreement includes an annual recalculation of the fees paid to Des Plaines by Morton Grove, Niles and Park Ridge based on call load. Every twelve months, the calls received and dispatched are put into a formula, which provides a percentage figure of the over-all workload. Two line items within the budget are allocated solely to Des Plaines. The Communication Services/9-1-1 trunks are paid separately by each of the jurisdictions. Lastly, the debt service for the equipment located in each city is paid individually.

NSECC (Emergency Communications)



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Revenue by Fund
206 - EMERGENCY COMMUNICATIONS

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810900	911 TELEPHONE SURCHARGE	613,506	480,000	465,000	400,000	-----
810901	911 CELL PHONE SURCHARGE	268,781	263,000	420,000	390,000	STATE TAX REMITTED TO CITY
810902	911 VOIP SURCHARGE	6,343	5,000	6,800	6,000	-----
TOTAL TAXES		**888,629**	**748,000**	**891,800**	**796,000**	
INTERGOVERNMENTAL REVENUE						
820600	SERVICE FEE: PARK RIDGE	997,272	1,166,965	1,114,848	1,193,340	% CALL LOAD SERVICE CHARGE
820601	SERVICE FEE: NILES	1,011,760	1,188,520	1,131,880	1,263,314	% CALL LOAD SERVICE CHARGE
820602	SERVICE FEE: MORTON GROVE	822,420	930,580	871,488	937,053	% CALL LOAD SERVICE CHARGE
822045	STATE GRANT:MISC	0	0	385,206	0	-----
823050	FEDERAL GRANTS:OTHER	0	0	3,933	0	-----
TOTAL INTERGOVERNMENTAL REVENUE		**2,831,452**	**3,286,065**	**3,507,355**	**3,393,707**	
FEES AND SERVICES						
850216	EMPLOYEE TEST FEE REIMB	4,055	0	6,300	0	-----
TOTAL FEES AND SERVICES		**4,055**	**0**	**6,300**	**0**	
OTHER REVENUE						
890010	INTEREST INCOME	6,331	0	2,500	2,000	-----
899900	MISCELLANEOUS REVENUE	3,953	0	0	0	-----
TOTAL OTHER REVENUE		**10,284**	**0**	**2,500**	**2,000**	
OTHER FINANCING SOURCES						
898915	TRANS IN:SUBSIDY-911	1,361,867	1,793,592	1,793,592	1,708,470	BASED ON DES PLAINES COSTS AND REVENUE
TOTAL OTHER FINANCING SOURCES		**1,361,867**	**1,793,592**	**1,793,592**	**1,708,470**	
FUND TOTAL		**5,096,287**	**5,827,657**	**6,201,547**	**5,900,177**	

PERSONNEL EXHIBIT

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Emergency Communications Director	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
Emer. Comm. Deputy Director	1.00	1.00	1.00
Emer. Comm. Mgr. of Support Services	1.00	1.00	1.00
Records Management System Administrator	1.00	1.00	1.00
Emer. Comm. Technology Specialist	2.00	2.00	2.00
Emer. Comm. Shift Supervisor	3.00	3.00	3.00
Emer. Comm. Principal Shift Specialist	3.00	3.00	3.00
Emer. Comm. Lead Specialist	1.00	1.00	1.00
Emer. Comm. Specialist 1	6.00	5.00	3.00
Emer. Comm. Specialist 2	6.00	5.00	7.00
Emer. Comm. Specialist 3	10.00	8.00	6.00
Emer. Comm. Specialist 4	7.00	11.00	13.00
Regular Part-time Specialists (32 hrs per week)	4.00	4.00	3.75
Total Full Time Equivalent (FTE) Employees:	47.00	47.00	46.75
Part-time Specialists (sporatic work scheduling)	9.00	9.00	6.25

206F - EMERGENCY COMMUNICATIONS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	2,349,481	3,216,519	2,825,146	3,343,574		
910200 - TEMPORARY WAGES	152,374	20,787	26,374	33,037		
910300 - SUPERVISORY OVERTIME	26,126	18,000	8,240	8,858		
910400 - NON-SUPERVISORY OVERTIME	196,485	36,538	203,362	47,725		
910500 - VACATION PAY	159,738	0	139,252	0		
910600 - SICK PAY	82,429	0	45,112	0		
910700 - HOLIDAY PAY	87,453	0	47,385	0		
910800 - COURT PAY	0	0	120	0		
910900 - ACT/OUT OF CLASS/PREMIUM	16,257	16,470	14,992	17,088		
910970 - COMPENSATED ABSENCES	40,622	0	0	0		
TOTAL SALARIES	**3,110,965**	**3,308,314**	**3,309,984**	**3,450,282**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	2,080	629	629	1,362		
918020 - EMPLOYER CONTR-F.I.C.A.	232,712	245,998	253,084	261,419		
918021 - EMPLOYER CONTR-I.M.R.F.	327,098	324,523	348,692	346,167		
918030 - EAP PROGRAM	0	633	633	642		
918040 - LIFE INS PREMIUMS	7,898	7,222	7,222	7,222		
918050 - PPO INSURANCE PREMIUMS	453,304	476,091	476,091	527,969		
918051 - HMO INSURANCE PREMIUMS	0	33,204	33,204	35,230		
918055 - DENTAL INSURANCE PREMIUMS	28,291	28,992	28,992	27,863		
918070 - WORKERS COMPENSATION	21,391	28,377	28,377	25,310		
918080 - UNIFORM ALLOWANCE	19,342	23,650	20,006	23,650		
918085 - RHS PLAN PAYOUT	0	19,845	18,245	19,899		
TOTAL BENEFITS	**1,092,116**	**1,189,164**	**1,215,175**	**1,276,733**		
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	1,210	5,000	2,500	2,500	TO PROVIDE FUNDING FOR UNFORSEEN LITIGATION	2,500
920110 - PROFESSIONAL SERVICES	5,400	85,000	55,981	36,669	REMAINDER PHONE SYSTEM CONSULTING FEE FROM 2008	28,369
					CONSULTING SERVICES TO PROVIDE POLYGRAPH AND	8,300
					PSYCHOLOGICAL TESTING FOR NEW EMPLOYEES & PROMOTIONS	0
920120 - COMMUNICATION SERVICES	260,891	284,891	295,305	332,891	911 TRUNK LINES, DESPLAINE ONLY EXPENSE	59,199
					WIRELESS 9-1-1	15,503
					EMERGENCY LINES, RING DOWNS, ADMIN PHONES,ALERTS	234,117
					NEXTEL	10,500
					PAGERS	4,572
					INTERNET FOR LEADS ACCESS	1,200
					ENDEAVOR, ADDRESS CONVERSION, CROSS DIRECTORIES	3,800
					LANGUAGE LINES	4,000
920202 - CONFERENCES	4,194	7,835	5,000	6,800	APCO CONFERENCE	1,500
					NENA CONFERENCE	1,750

206F - EMERGENCY COMMUNICATIONS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
920202 - CONFERENCES	4,194	7,835	5,000	6,800	ENROUTE CAD CONFERENCE FOR 2 PEOPLE	3,000
					IPSTA CONFERENCE	550
920204 - TRAINING	16,103	31,735	27,000	21,585	REQUIRED CERTIFICATION & ON-GOING TRAINING	21,585
920220 - MEMBERSHIP DUES	848	435	435	435	ANNUAL MEMBERSHIP FOR APCO,NENA,GMIS, SAM'S CLUB	435
920230 - PUBLICATION OF NOTICES	696	0	298	300	PUBLICATION OF NOTICES FOR JOB POSTING	300
920900 - PROPERTY/LIAB CONTRIB	19,883	23,974	23,974	18,633	INTERNAL SERVICE FUND CHARGE	18,633
930010 - R & M EQUIPMENT	195,426	213,162	221,012	87,725	9-1-1 HARDWARE	25,042
					RADIO COMMUNICATION CONSOLES	6,883
					CAD HARDWARE	1,680
					RADIO COMPONENTS	19,380
					ZETRON	1,846
					SECURITY SYSTEM	1,500
					SEATING	800
					COPIER	1,196
					SHREDDER	325
					HEADSETS	5,000
					LOGGING PLAYBACK RECORDERS	5,250
					PHONE SYSTEM HARDWARE MAINTENANCE	18,823
930110 - R & M SOFTWARE	0	0	0	322,879	CITIZEN & EMPLOYEE NOTIFICATION SYSTEM	9,505
					MAPPING PHASE 2 WIRELESS/MAP POINT UPGRADE	9,860
					FIREWALL	2,182
					MICROSOFT LICENSES	3,000
					WEATHER SYSTEM	1,090
					R&M MAINTENANCE: CAD SOFTWARE	37,790
					CAD INTERFACES	30,865
					RELATIONAL DATABASE	9,006
					TDD	3,234
					MDT	11,475
					LOGGING PLAYBACK SOFTWARE	1,750
					ESCROW & OFF-SITE STORAGE OF DATA	1,090
					CAD RECORDS MANAGEMENT SYSTEM	23,243
					PHONE SYSTEM SOFTWARE MAINTENANCE	178,789
930200 - RENTALS & LEASES	0	0	0	144,000	PHONE SYSTEM LEASE	144,000
960070 - TRAVEL EXPENSES	2,136	2,000	2,000	2,235	MEETINGS AND TRAINING	1,200
					AIRFARE FOR APCO, NENA & ENROUTE CONFERENCES	1,035
960990 - MISC CONTRACTUAL SVCS	0	12,448	12,448	12,496	FINANCE & HUMAN RESOURCES SERVICES	12,496
TOTAL CONTRACTUAL SERVICES	**506,787**	**666,480**	**645,953**	**989,148**		

COMMODITIES

970100 - OFFICE SUPPLIES	16,654	12,350	11,000	9,850	SUPPLIES - GENERAL	9,850
970115 - SUPPLIES: DEPT/OTHER	0	0	500	500	PUBLIC EDUCATION SUPPLIES	500

206F - EMERGENCY COMMUNICATIONS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970190 - UNIFORMS/APPAREL/CLOTHING	965	1,500	1,459	2,500	PURCHASE OF UNIFORMS FOR NEW & PART-TIME EMPLOYEES	2,500
970260 - POSTAGE AND PARCEL	144	200	120	200	CERTIFIED MAILINGS/POSTAGE	200
970270 - PRINTING-REPROD-BINDING	71	550	250	300	REPRODUCTION OF TRAINING MANUALS, SOPS, MAPS	300
970620 - SUBSCRIPTIONS & BOOKS	108	115	120	120	911 PUBLICATIONS	120
970900 - EQUIPMENT <$5,000	14,458	2,500	7,500	5,000	REPLACEMENT OF COMPUTERS, MONITORS, KEYBOARDS, MICE	5,000
TOTAL COMMODITIES	**32,400**	**17,215**	**20,949**	**18,470**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	0	0	0	0		
980400 - EQUIPMENT	0	512,624	344,974	80,300	BACK-UP RADIO SYSTEM	80,300
980410 - COMPUTER HARDWARE	0	0	0	0		
980420 - COMPUTER SOFTWARE	0	0	13,700	0		
980600 - FURNITURE & FIXTURES	0	0	0	0		
TOTAL CAPITAL EXPENDITURES	**0**	**512,624**	**358,674**	**80,300**		
OTHER FUNDING ACTIVITIES						
990935 - TRANS TO D/S: 2002A BOND	74,321	72,108	72,108	125,244	93 REFUNDABLE BOND - 11.07% 9-1-1 (DES PLAINES ONLY)	125,244
990955 - TRANS TO D/S: 2003B BOND	57,948	53,382	53,382	0	03 REFUNDABLE BOND - 11.07% 9-1-1 LAST PAYMENT IN 2008	0
					(DES PLAINES ONLY)	0
TOTAL OTHER FUNDING ACTIVITIES	**132,269**	**125,490**	**125,490**	**125,244**		
Division Totals	**4,874,537**	**5,819,287**	**5,676,224**	**5,940,177**		

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OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	$451,410	$450,585	$422,332	$383,767	$384,521	$287,338
Revenues	1,433,351	1,387,433	1,336,175	1,283,886	1,269,506	1,258,699
Expenditures	(1,791,699)	(1,616,562)	(1,565,877)	(1,549,381)	(1,548,747)	(1,440,749)
Transfers	357,523	200,876	191,891	182,058	182,058	181,698
Ending Balance	$450,585	$422,332	$384,521	$300,330	$287,338	$286,986

The Debt Service Funds account for the general obligation debt that is paid entirely or partially with property taxes. Debt that is paid exclusively by special revenue is budgeted in those respective funds (i.e., Water, TIF, and Capital Improvement). The bond issues are paid for as follows:

DEBT SERVICE SCHEDULE

	PROPERTY TAX SUPPORTED	CAPITAL PROJECTS PORTION	TIF SUPPORTED PORTION	WATER/SEWER FUND PORTION	TOTAL
Total Debt Outstanding - Principal only					
Balance Jan. 1, 2009	5,340,000	31,750,000	43,875,201	1,790,000	82,755,201
2009 Debt Service					
Principal	1,215,000	2,850,000	3,365,526	335,000	7,765,526
Interest	224,499	1,325,991	2,014,158	66,388	3,631,036
Total	1,439,499	4,175,991	5,379,684	401,388	11,396,562

The below bond issues are paid by property taxes:

YEAR OF ISSUE	TYPE	ORIGINAL AMOUNT ISSUED	BALANCE JAN. 1, 2009
2001A	G.O. (Risk Management)	770,000	185,000
2002A	G.O. (partial Refunding 1993)	4,800,000	2,975,000
2003A	G.O. (Fire Station)	1,270,000	1,000,000
2003B	G.O. (partial Refunding 1993)	2,390,000	0
2007A	G.O. (partial Refunding 2001A)	100,000	100,000
2007B	G.O. (partial Refunding 2001B)	1,150,000	1,080,000
	Total Supported by Property Taxes		**$5,340,000**

DEBT SERVICE FUNDS

The below bond issues are paid from special revenue:

YEAR OF ISSUE	TYPE	AMOUNT ISSUED	BALANCE JAN. 1, 2009
1996A	G.O. (Water)	9,500,000	0
1999	G.O. (CIP)	10,000,000	4,885,000
2000	G.O. (CIP)(partially refunded w/ 2007A)	4,110,000	0
2001A	G.O. (CIP)(partially refunded w/ 2007A)	4,700,000	420,000
2001C	G.O. (TIF #1, TIF #3) (refunded w/2008A)	3,160,000	0
2003A	G.O. (TIF #1, TIF #3, TIF #5, TIF #6)	6,565,000	5,165,000
2003C	G.O. (TIF #6 Taxable)	2,250,000	2,250,000
2003D	G.O. (rfnd TIF #1 1997C Taxable)	4,545,000	2,735,000
2004A	G.O. (TIF#1, CIP)	8,400,000	6,830,000
2004B	G.O. (TIF #3, TIF #6 taxable)	8,900,000	7,585,000
2005A	G.O. (TIF #3)	5,550,000	5,275,000
2005B	G.O. (Refunding 1997A, TIF #1)	1,030,000	750,000
2005C	G.O. (Refunding 1997B, Water)	2,330,000	1,790,000
2005D	G.O. (Refunding 1998, CIP)	14,650,000	13,335,000
2005E	G.O. (TIF #1, TIF #3, CIP)	12,800,000	11,775,000
2005F	G.O. (TIF #1 taxable)	4,725,000	4,610,000
2005G	G.O. (TIF #3 taxable)	500,000	450,000
2004	G.O. Note	750,000	0
2002	TIF Revenue Note	459,776	357,266
2003	TIF Revenue Note	471,000	377,935
2007A	G.O. (Refunding 2000, CIP)	2,570,000	2,545,000
2007A	G.O. (Refunding 2001A, CIP)	3,395,000	3,375,000
2007B	G.O. (Refunding 2001B, TIF #1)	510,000	460,000
2008A	G.O. (Refunding 2001C, TIF #1, TIF #3)	2,575,000	2,445,000
	Total Supported by Special Revenue		**$77,415,201**

Revenue by Fund
318 - 1996A G.O. BOND D/S

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810019	PROPERTY TAXES 2002	0	0	0	0	-----
810020	PROPERTY TAXES 2003	0	0	0	0	-----
810021	PROPERTY TAXES 2004	0	0	0	0	-----
TOTAL TAXES		**0**	**0**	**0**	**0**	
OTHER REVENUE						
890010	INTEREST INCOME	1,707	0	0	0	-----
TOTAL OTHER REVENUE		**1,707**	**0**	**0**	**0**	
FUND TOTAL		**1,707**	**0**	**0**	**0**	

FY 2009 Budget WorkSheet

318F - 1996A G.O. BOND D/S

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	76,244	96,987	96,987	0		
990300 - BANK/TRUST/AGENCY FEES	0	450	410	0		
TOTAL DEBT SERVICE	**76,244**	**97,437**	**97,397**	**0**		
Division Totals	**76,244**	**97,437**	**97,397**	**0**		

Revenue by Fund
319 - 2001 GO - RISK MANGMNT

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810019	PROPERTY TAXES 2002	0	0	0	0	-----
810020	PROPERTY TAXES 2003	-530	0	0	0	-----
810021	PROPERTY TAXES 2004	-767	0	-620	0	-----
810022	PROPERTY TAXES 2005	568	0	-570	0	-----
810023	PROPERTY TAXES 2006	99,640	1,300	1,225	0	-----
810024	PROPERTY TAXES 2007	0	96,398	96,398	0	-----
810025	PROPERTY TAXES 2008	0	0	0	97,913	-----
TOTAL TAXES		**98,910**	**97,698**	**96,433**	**97,913**	
OTHER REVENUE						
890010	INTEREST INCOME	243	200	100	100	-----
TOTAL OTHER REVENUE		**243**	**200**	**100**	**100**	
FUND TOTAL		**99,153**	**97,898**	**96,533**	**98,013**	

FY 2009 Budget WorkSheet

319F - 2001 GO - RISK MANAGEMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	80,000	85,000	85,000	90,000		
990200 - INTEREST	16,791	11,398	11,398	7,913		
990300 - BANK/TRUST/AGENCY FEES	60	100	75	100		
TOTAL DEBT SERVICE	**96,851**	**96,498**	**96,473**	**98,013**		
Division Totals	**96,851**	**96,498**	**96,473**	**98,013**		

Revenue by Fund
320 - 2001B GO - FIRE STATION

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810019	PROPERTY TAXES 2002	0	0	0	0	-----
810020	PROPERTY TAXES 2003	-606	0	0	0	-----
810021	PROPERTY TAXES 2004	-911	0	0	0	-----
810022	PROPERTY TAXES 2005	648	0	0	0	-----
810023	PROPERTY TAXES 2006	104,967	0	0	0	-----
810024	PROPERTY TAXES 2007	0	0	0	0	-----
TOTAL TAXES		**104,098**	**0**	**0**	**0**	
OTHER REVENUE						
890010	INTEREST INCOME	365	0	0	0	-----
TOTAL OTHER REVENUE		**365**	**0**	**0**	**0**	
FUND TOTAL		**104,463**	**0**	**0**	**0**	

FY 2009 Budget WorkSheet

320F - 2001B GO - FIRE STATION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	60,000	0	0	0		
990200 - INTEREST	28,051	0	0	0		
990300 - BANK/TRUST/AGENCY FEES	0	0	0	0		
TOTAL DEBT SERVICE	**88,051**	**0**	**0**	**0**		
Division Totals	**88,051**	**0**	**0**	**0**		

Revenue by Fund
321 - 2002A - REFUNDING 1993

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810019	PROPERTY TAXES 2002	0	0	0	0	-----
810020	PROPERTY TAXES 2003	-834	0	0	0	-----
810021	PROPERTY TAXES 2004	-2,283	0	-1,845	0	-----
810022	PROPERTY TAXES 2005	3,518	0	-3,510	0	-----
810023	PROPERTY TAXES 2006	567,714	5,000	6,955	0	-----
810024	PROPERTY TAXES 2007	0	546,763	546,763	0	-----
810025	PROPERTY TAXES 2008	0	0	0	949,676	-----
TOTAL TAXES		**568,116**	**551,763**	**548,363**	**949,676**	
OTHER REVENUE						
890010	INTEREST INCOME	880	1,300	400	400	-----
TOTAL OTHER REVENUE		**880**	**1,300**	**400**	**400**	
OTHER FINANCING SOURCES						
898902	TRANSFER FROM LIB FU	15,307	14,852	14,852	25,795	-----
898906	TRANSFER FROM 911 FU	74,321	72,108	72,108	125,243	2002 A BOND (ENDS IN 2010)
898951	TRANSFER FROM PARKII	18,194	17,653	17,653	30,660	-----
TOTAL OTHER FINANCING SOURCES		**107,822**	**104,613**	**104,613**	**181,698**	
FUND TOTAL		**676,817**	**657,676**	**653,376**	**1,131,774**	

FY 2009 Budget WorkSheet

321F - 2002A - REFUNDING 1993

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	500,000	500,000	500,000	1,000,000		
990200 - INTEREST	171,375	151,376	151,376	131,376		
990300 - BANK/TRUST/AGENCY FEES	410	500	410	450		
TOTAL DEBT SERVICE	**671,785**	**651,876**	**651,786**	**1,131,826**		
Division Totals	**671,785**	**651,876**	**651,786**	**1,131,826**		

Revenue by Fund
322 - 2003 A - FIRE STATION

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810020	PROPERTY TAXES 2003	-530	0	0	0	-----
810021	PROPERTY TAXES 2004	-824	0	-665	0	-----
810022	PROPERTY TAXES 2005	587	0	-585	0	-----
810023	PROPERTY TAXES 2006	104,732	2,500	1,285	0	-----
810024	PROPERTY TAXES 2007	0	102,250	102,250	0	-----
810025	PROPERTY TAXES 2008	0	0	0	100,370	-----
TOTAL TAXES		**103,965**	**104,750**	**102,285**	**100,370**	
OTHER REVENUE						
890010	INTEREST INCOME	611	300	150	200	-----
TOTAL OTHER REVENUE		**611**	**300**	**150**	**200**	
FUND TOTAL		**104,576**	**105,050**	**102,435**	**100,570**	

FY 2009 Budget WorkSheet

322F - 2003 A - FIRE STATION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	60,000	60,000	60,000	60,000		
990200 - INTEREST	43,970	42,250	42,246	40,370		
990300 - BANK/TRUST/AGENCY FEES	82	500	100	100		
TOTAL DEBT SERVICE	**104,052**	**102,750**	**102,346**	**100,470**		
Division Totals	**104,052**	**102,750**	**102,346**	**100,470**		

Revenue by Fund
323 - 2003 B - 93 REFUNDING

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810019	PROPERTY TAXES 2002	0	0	0	0	-----
810020	PROPERTY TAXES 2003	-1,288	0	0	0	-----
810021	PROPERTY TAXES 2004	-4,499	0	-3,630	0	-----
810022	PROPERTY TAXES 2005	2,627	0	-2,620	0	-----
810023	PROPERTY TAXES 2006	442,649	5,000	5,425	0	-----
810024	PROPERTY TAXES 2007	0	404,775	404,775	0	-----
TOTAL TAXES		**439,489**	**409,775**	**403,950**	**0**	
OTHER REVENUE						
890010	INTEREST INCOME	195	200	100	0	-----
TOTAL OTHER REVENUE		**195**	**200**	**100**	**0**	
OTHER FINANCING SOURCES						
898902	TRANSFER FROM LIB FU	11,935	10,995	10,995	0	ENDS WITH 2008 BUDGET
898906	TRANSFER FROM 911 FU	57,948	53,382	53,382	0	ENDS WITH 2008 BUDGET
898951	TRANSFER FROM PARKII	14,186	13,068	13,068	0	ENDS WITH 2008 BUDGET
TOTAL OTHER FINANCING SOURCES		**84,069**	**77,445**	**77,445**	**0**	
FUND TOTAL		**523,753**	**487,420**	**481,495**	**0**	

FY 2009 Budget WorkSheet

323F - 2003 B - 93 REFUNDING

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	500,000	470,000	470,000	0		
990200 - INTEREST	23,470	12,220	12,220	0		
990300 - BANK/TRUST/AGENCY FEES	410	500	425	0		
TOTAL DEBT SERVICE	**523,880**	**482,720**	**482,645**	**0**		
Division Totals	**523,880**	**482,720**	**482,645**	**0**		

Revenue by Fund
324 - 2007A - 2000, 2001 REFUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810023	PROPERTY TAXES 2006	0	0	0	0	-----
810024	PROPERTY TAXES 2007	0	3,800	3,800	0	-----
810025	PROPERTY TAXES 2008	0	0	0	3,800	-----
TOTAL TAXES		**0**	**3,800**	**3,800**	**3,800**	
OTHER REVENUE						
890010	INTEREST INCOME	26	0	0	0	-----
899900	MISCELLANEOUS REVEN	6,461	0	0	0	-----
TOTAL OTHER REVENUE		**6,487**	**0**	**0**	**0**	
FUND TOTAL		**6,487**	**3,800**	**3,800**	**3,800**	

FY 2009 Budget WorkSheet

324F - 2007A - 2000, 2001 REFUND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990200 - INTEREST	401	3,800	3,800	3,800		
990300 - BANK/TRUST/AGENCY FEES	0	100	100	100		
TOTAL DEBT SERVICE	**401**	**3,900**	**3,900**	**3,900**		
Division Totals	**401**	**3,900**	**3,900**	**3,900**		

Revenue by Fund
325 - 2007B - 2001B REFUNDING

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810021	PROPERTY TAXES 2004	0	0	-735	0	-----
810022	PROPERTY TAXES 2005	0	0	-645	0	-----
810023	PROPERTY TAXES 2006	9,573	0	1,405	0	-----
810024	PROPERTY TAXES 2007	0	113,700	113,700	0	-----
810025	PROPERTY TAXES 2008	0	0	0	106,040	-----
TOTAL TAXES		**9,573**	**113,700**	**113,725**	**106,040**	
OTHER REVENUE						
890010	INTEREST INCOME	425	400	200	200	-----
899900	MISCELLANEOUS REVEN	1,112	0	0	0	-----
TOTAL OTHER REVENUE		**1,537**	**400**	**200**	**200**	
FUND TOTAL		**11,110**	**114,100**	**113,925**	**106,240**	

FY 2009 Budget WorkSheet

325F - 2007B - 2001B REFUNDING

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	0	70,000	70,000	65,000		
990200 - INTEREST	4,613	43,700	43,700	41,040		
990300 - BANK/TRUST/AGENCY FEES	0	500	500	500		
TOTAL DEBT SERVICE	**4,613**	**114,200**	**114,200**	**106,540**		
Division Totals	**4,613**	**114,200**	**114,200**	**106,540**		

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	$5,939,169	$6,983,546	$3,129,497	$2,489,107	$2,050,794	$1,211,470
Revenues	28,541,313	7,437,518	7,701,024	10,670,214	7,579,074	9,394,116
Expenditures	(27,376,936)	(11,171,567)	(8,599,727)	(10,824,133)	(8,393,398)	(9,390,803)
Transfers	(120,000)	(120,000)	(180,000)	(60,000)	(25,000)	(50,000)
Ending Balance	$6,983,546	$3,129,497	$2,050,794	$2,275,188	$1,211,470	$1,164,783

The Capital Projects Fund (CIP) accounts for the expenditure of special revenues dedicated for the improvement of the City's infrastructure. The budgeted expenditures are capital projects that have been approved in the 5-year Capital Improvement Program and include salaries and benefits for the Assistant Director of Engineering, two Engineering Inspectors, part-time Intermediate Clerk (50% funding), and an Engineering Intern. This plan is updated annually and approved by the City Council.

The special revenues deposited into this fund are:

- ½ cent home rule sales tax, effective January 1, 1994;
- ¼ cent home rule sales tax, effective January 1999, used to pay the debt service on the bonds issued to build the new library;
- One-cent motor fuel tax implemented in 1996
- One-cent motor fuel tax implemented October 2003 for back-yard flooding
- Special Service Area #3 property tax - Cumberland Townhomes parking lot;
- Special Service Area #4 property tax - Woodland Townhomes storm sewer improvements;
- Special Service Area #5 property tax - Westfield Drive water main;
- Special Service Area #6 property tax - 2150 and 2172 Chestnut Street parking lot;
- Special Service Area #7 property tax – Woodland Townhomes parking lot;
- Special Service Area #8 property tax – Crabtree Lane curb & gutter improvements;
- Special Service Area #9 property tax – 624-640 West Algonquin Road parking lot;
- Special Service Area #10 property tax – 642-658 West Algonquin Road parking lot;
- $0.38/100 cf. storm sewer use fee for city-wide flood relief projects;
- $0.19/100 cf. storm sewer use fee for debt service and projects related to the 2003 stormwater master plan.

The capital improvements proposed for construction in 2009 are identified in the 5-Year Capital Improvement Program at a cost of $8.9 million. Sources of revenue for the C.I.P. presently include the Capital Projects Fund ($2.2 million), Motor Fuel Tax Fund ($1.3 million), Water Fund ($1 million), Sanitary Sewer Fund ($500,000), Tax Increment Finance Districts #1 and #6 ($650,000), federal and state grants ($2 million), and current fund balances ($1.2 million).

CAPITAL PROJECTS FUND

The following types of projects and their approximate funding levels will be recommended to the City Council during C.I.P. discussions for improvements in 2009: Street Resurfacing ($233,000), Street Rehabilitation ($888,000), Street Reconstruction ($128,000), Sewer/Drainage System Improvements ($2.2 million), Water System Improvements ($1.5 million), Soundwall Construction ($500,000), Sidewalk/Trail Improvements ($1.9 million), and Curb and Gutter Replacement ($150,000), Engineering Services ($562,000), Alley Reconstruction ($265,000) and Traffic Signal Improvements ($400,000).

Revenue by Fund
414 - CAPITAL PROJECTS FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
TAXES						
810080	PROPERTY TAXES SSA #8	0	4,200	4,200	4,200	CRABTREE LANE, LEVY THRU 2020
810081	PROPERTY TAXES SSA #9	0	2,315	2,315	2,315	624-640 W ALGONQUIN, LEVY THRU 2021
810082	PROPERTY TAXES SSA #10	0	2,936	2,936	2,936	642-658 W ALGONQUIN, LEVY THRU 2021
810093	PROPERTY TAXES SSA #3	9,388	0	0	0	CUMBERLAND, LEVY THRU 2006
810094	PROPERTY TAXES SSA #4	1,753	2,000	2,000	2,000	WOODLAND, LEVY THRU 2009 TAX YEAR
810096	PROPERTY TAXES SSA #6	909	981	981	981	TAX YEARS 2005 TO 2019
810097	PROPERTY TAXES SSA #7	11,321	12,000	12,000	12,000	TAX YEARS 2005 TO 2019
810099	PROPERTY TAXES SSA #5	3,486	3,782	3,782	3,782	WESTFIELD DR, LEVY THRU TAX YEAR 2018
810105	SALES TAX:HOME RULE	2,867,964	3,100,000	2,880,000	2,850,000	-----
810106	LOCAL OPTION GASOLINE TAX	890,466	900,000	860,000	871,500	-----
810109	SALES TAX: LIB HOME RULE	1,433,982	1,550,000	1,440,000	1,425,000	-----
TOTAL TAXES		**5,219,269**	**5,578,214**	**5,208,214**	**5,174,714**	
INTERGOVERNMENTAL REVENUE						
821050	INTERGOVERNMENTAL - LOCAL	235,630	340,000	95,000	75,856	LEVEE 50 REIMBURSEMENT - FROM PARK RIDGE
822045	STATE GRANT:MISC	276,635	500,000	500,000	649,746	DCEO GRANT - SOUNDWALL 500K, RIVERWALK 149K
823050	FEDERAL GRANTS:OTHER	10,320	2,250,000	200,000	1,850,500	CMAQ 1,624K, FAA 146K, SAFE ROUTE 80K
TOTAL INTERGOVERNMENTAL REVENUE		**522,586**	**3,090,000**	**795,000**	**2,576,102**	
FEES AND SERVICES						
850217	STORM SEWER FEE	1,752,532	1,800,000	1,557,000	1,608,000	-----
TOTAL FEES AND SERVICES		**1,752,532**	**1,800,000**	**1,557,000**	**1,608,000**	
OTHER REVENUE						
890010	INTEREST INCOME	197,030	200,000	17,000	33,300	-----
899900	MISCELLANEOUS REVENUE	9,607	2,000	1,860	2,000	BIDDING PACKAGE PAYMENT FEE
TOTAL OTHER REVENUE		**206,637**	**202,000**	**18,860**	**35,300**	
FUND TOTAL		**7,701,024**	**10,670,214**	**7,579,074**	**9,394,116**	

2009 Budget

CAPITAL PROJECTS - BUDGET SUMMARY

	2007 ACTUAL	2008 BUDGET	2008 PROJECTED	2009 PROPOSED
	8,779,729	10,884,133	8,418,398	9,440,803
General Operations	4,708,861	6,708,021	4,242,776	5,262,137
Economic Development				
Debt Service	4,070,868	4,176,112	4,175,622	4,178,666
1998A bond	607,235	0	0	0
1998B bond	428,963	0	0	0
1999 bond	902,854	906,498	906,408	913,824
2000 bond	357,829	295,010	294,970	0
2001 bond	296,261	221,358	221,358	223,363
2004 bond	180,928	176,730	176,730	177,530
2005D bond refund of 98A	177,162	781,900	781,890	783,450
2005D bond refund of 98B	320,111	749,574	749,564	751,076
2005D bond refund of 98C	174,685	174,286	174,276	168,834
2005E bond	600,913	598,086	597,846	594,629
2007A bond refund of 2000	10,309	123,160	123,070	417,210
2007A bond refund of 2001	13,618	149,510	149,510	148,750

PERSONNEL EXHIBIT

Department: Engineering | Div: Capital Projects Fund | Div. No: 414

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Assistant Director of Engineering	1.00	1.00	1.00
Engineering Inspector	2.00	2.00	2.00
Part-Time Intermediate Clerk	0.25	0.25	0.25
Engineering Intern	0.50	0.50	0.25
Total Full Time Equivalent (FTE) Employees:	3.75	3.75	3.50

FY 2009 Budget WorkSheet

414F - CAPITAL PROJECTS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	181,326	223,403	201,850	247,880		
910200 - TEMPORARY WAGES	12,178	17,769	18,751	6,500		
910400 - NON-SUPERVISORY OVERTIME	8,745	9,641	9,500	10,003		
910500 - VACATION PAY	13,507	0	19,400	0		
910600 - SICK PAY	11,370	0	1,500	0		
910700 - HOLIDAY PAY	8,817	0	9,300	0		
910970 - COMPENSATED ABSENCES	29,447	0	0	0		
TOTAL SALARIES	**265,390**	**250,813**	**260,301**	**264,383**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	138	48	48	116		
918020 - EMPLOYER CONTR-F.I.C.A.	17,537	18,450	18,250	19,460		
918021 - EMPLOYER CONTR-I.M.R.F.	24,117	23,702	24,500	25,110		
918030 - EAP PROGRAM	0	49	49	55		
918040 - LIFE INS PREMIUMS	634	561	635	561		
918050 - PPO INSURANCE PREMIUMS	43,246	30,662	30,662	31,429		
918051 - HMO INSURANCE PREMIUMS	0	14,083	13,775	14,803		
918055 - DENTAL INSURANCE PREMIUMS	3,195	2,876	2,876	2,875		
918070 - WORKERS COMPENSATION	3,734	2,235	4,360	2,556		
918080 - UNIFORM ALLOWANCE	160	160	160	160		
918085 - RHS PLAN PAYOUT	0	0	845	916		
TOTAL BENEFITS	**92,760**	**92,826**	**96,160**	**98,041**		
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	5,223	10,000	138,000	300,000	LEVEE 50	300,000
920105 - COSTS OF LITIGATION	1,450	2,000	500	2,000		
920110 - PROFESSIONAL SERVICES	145,888	900,000	500,000	387,500	FAA GRANT - FEASIBILITY STUDY	62,500
					SURVEYING	50,000
					DESIGN/CONSTRUCTION ENGINEERING	250,000
					DRAINAGE STUDY	25,000
920120 - COMMUNICATION SERVICES	5,652	6,000	6,000	4,020	NEXTEL PHONES	2,400
					DATA CARDS (3 @ $540)	1,620
920155 - UTILITY BILLING SERVICE	2,689	3,000	3,000	2,700	PRO-RATA SHARE FOR 3RD MILLENNIUM	2,700
920202 - CONFERENCES	1,985	2,250	2,250	2,000	AUTODESK CONFERENCE	2,000
920204 - TRAINING	2,000	2,000	2,000	2,000	AUTOCAD	1,000
					ESRI	1,000
920235 - RECORDING FEES	252	1,000	500	500		
920240 - RECORDS PRESERVATION	9,894	20,300	20,300	20,300	DOCUMENT SCANNING	20,300
920900 - PROPERTY/LIAB CONTRIB	42,040	63,265	63,265	20,509	INTERNAL SERVICE FUND CHARGE	20,509
930010 - R & M EQUIPMENT	2,219	1,500	1,500	1,500	GPS EQUIPMENT	1,500
930110 - R & M SOFTWARE	12,624	13,000	13,000	0		
960070 - TRAVEL EXPENSES	452	150	150	600	AIRFARE, MILEAGE, IPASS, PARKING	600
960170 - SIDEWALK IMPROVEMENTS	0	0	40,000	0		

414F - CAPITAL PROJECTS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
960990 - MISC CONTRACTUAL SVCS	40,110	22,000	7,000	1,500	CN (WISCONSIN CENTRAL) LICENSE AGREEMENTS	1,500
TOTAL CONTRACTUAL SERVICES	**272,477**	**1,046,465**	**797,465**	**745,129**		
COMMODITIES						
970260 - POSTAGE AND PARCEL	2,481	5,500	5,500	2,500	PRO-RATA SHARE FOR MAILING UTILITY BILLS	2,500
970270 - PRINTING-REPROD-BINDING	6,565	7,000	2,500	3,000		
970820 - ELECTRICITY	0	0	0	0		
970900 - EQUIPMENT <$5,000	5,440	17,000	17,000	0		
970904 - CAPITAL MAINTENANCE SUPL	0	100,000	25,000	50,000	WELLER CREEK RESTORATION SUPPLIES	50,000
TOTAL COMMODITIES	**14,486**	**129,500**	**50,000**	**55,500**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	3,840,249	5,109,567	3,000,000	4,041,084	ALLEY RECONSTRUCTION	147,066
					STREET RESURFACE	63,081
					STREET REHABILITATION	509,420
					DRAINAGE SYSTEM IMPROVEMENTS	1,146,017
					DECO SOUNDWALL	500,000
					CMAQ - SIDEWALK/TRAIL IMPROVEMENTS	1,470,000
					TRAFFIC CALMING (SRTS)	130,500
					LEVEE 50	25,000
					WELCOME SIGNS (3 @ $10,000)	30,000
					WAYFINDING SIGNS (20 @ $1,000)	20,000
980400 - EQUIPMENT	1,891	17,750	13,000	0		
980420 - COMPUTER SOFTWARE	7,607	1,100	850	8,000	AUTOCAD LICENSE	8,000
TOTAL CAPITAL EXPENDITURES	**3,849,747**	**5,128,417**	**3,013,850**	**4,049,084**		
OTHER FUNDING ACTIVITIES						
991000 - TRANSFER TO OTHER FUNDS	180,000	60,000	25,000	50,000	GIS AERIAL PHOTOGRAPHY	50,000
TOTAL OTHER FUNDING ACTIVITIES	**180,000**	**60,000**	**25,000**	**50,000**		
Division Totals	**4,674,861**	**6,708,021**	**4,242,776**	**5,262,137**		

FY 2009 Budget WorkSheet

414398A - 1998A BOND DEBT SERVICE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	580,000	0	0	0	LAST PAYMENT IN 2007	0
990200 - INTEREST	26,825	0	0	0		
990300 - BANK/TRUST/AGENCY FEES	410	0	0	0		
TOTAL DEBT SERVICE	**607,235**	**0**	**0**	**0**		
Division Totals	**607,235**	**0**	**0**	**0**		

FY 2009 Budget WorkSheet

414398B - 1998B BOND DEBT SERVICE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	410,000	0	0	0	LAST PAYMENT IN 2007	0
990200 - INTEREST	18,963	0	0	0		
990300 - BANK/TRUST/AGENCY FEES	0	0	0	0		
TOTAL DEBT SERVICE	**428,963**	**0**	**0**	**0**		
Division Totals	**428,963**	**0**	**0**	**0**		

FY 2009 Budget WorkSheet

414399 - 1999 BOND DEBT SERVICE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	645,000	675,000	675,000	710,000		
990200 - INTEREST	257,444	230,998	230,998	203,324		
990300 - BANK/TRUST/AGENCY FEES	410	500	410	500		
TOTAL DEBT SERVICE	**902,854**	**906,498**	**906,408**	**913,824**		
Division Totals	**902,854**	**906,498**	**906,408**	**913,824**		

FY 2009 Budget WorkSheet

414300 - 2000 BOND DEBT SERVICE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	265,000	280,000	280,000	0		
990200 - INTEREST	92,419	14,560	14,560	0		
990300 - BANK/TRUST/AGENCY FEES	410	450	410	0		
TOTAL DEBT SERVICE	**357,829**	**295,010**	**294,970**	**0**		
Division Totals	**357,829**	**295,010**	**294,970**	**0**		

FY 2009 Budget WorkSheet

414301 - 2001 BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	185,000	195,000	195,000	205,000		
990200 - INTEREST	110,911	25,958	25,958	17,963		
990300 - BANK/TRUST/AGENCY FEES	350	400	400	400		
TOTAL DEBT SERVICE	**296,261**	**221,358**	**221,358**	**223,363**		
Division Totals	**296,261**	**221,358**	**221,358**	**223,363**		

FY 2009 Budget WorkSheet

414304A - 2004 TAX EXEMPT BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	105,000	105,000	105,000	110,000		
990200 - INTEREST	75,830	71,630	71,630	67,430		
990300 - BANK/TRUST/AGENCY FEES	98	100	100	100		
TOTAL DEBT SERVICE	**180,928**	**176,730**	**176,730**	**177,530**		
Division Totals	**180,928**	**176,730**	**176,730**	**177,530**		

FY 2009 Budget WorkSheet

414305D-A - 2005D REFUND OF 98 A

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	10,000	615,000	615,000	635,000		
990200 - INTEREST	167,025	166,750	166,750	148,300		
990300 - BANK/TRUST/AGENCY FEES	137	150	140	150		
TOTAL DEBT SERVICE	**177,162**	**781,900**	**781,890**	**783,450**		
Division Totals	**177,162**	**781,900**	**781,890**	**783,450**		

FY 2009 Budget WorkSheet

414305D-B - 2005D REFUND OF 98B

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	20,000	450,000	450,000	465,000		
990200 - INTEREST	299,975	299,424	299,424	285,926		
990300 - BANK/TRUST/AGENCY FEES	137	150	140	150		
TOTAL DEBT SERVICE	**320,111**	**749,574**	**749,564**	**751,076**		
Division Totals	**320,111**	**749,574**	**749,564**	**751,076**		

FY 2009 Budget WorkSheet

414305D-C - 2005D REFUND OF 98 C

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	15,000	15,000	15,000	10,000		
990200 - INTEREST	159,548	159,136	159,136	158,684		
990300 - BANK/TRUST/AGENCY FEES	137	150	140	150		
TOTAL DEBT SERVICE	**174,685**	**174,286**	**174,276**	**168,834**		
Division Totals	**174,685**	**174,286**	**174,276**	**168,834**		

FY 2009 Budget WorkSheet

414305E - 2005E GO BOND

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	355,000	365,000	365,000	375,000		
990200 - INTEREST	245,503	232,636	232,636	219,404		
990300 - BANK/TRUST/AGENCY FEES	410	450	210	225		
TOTAL DEBT SERVICE	**600,913**	**598,086**	**597,846**	**594,629**		
Division Totals	**600,913**	**598,086**	**597,846**	**594,629**		

FY 2009 Budget WorkSheet

414405E - 2005E BOND CAPITAL PROJCT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	0	0	0		
TOTAL CONTRACTUAL SERVICES	**0**	**0**	**0**	**0**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	34,000	0	0	0		
TOTAL CAPITAL EXPENDITURES	**34,000**	**0**	**0**	**0**		
Division Totals	**34,000**	**0**	**0**	**0**		

FY 2009 Budget WorkSheet

414307A1 - 2007A - REFUNDING 2000

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	0	25,000	25,000	320,000		
990200 - INTEREST	10,309	97,660	97,660	96,710		
990300 - BANK/TRUST/AGENCY FEES	0	500	410	500		
TOTAL DEBT SERVICE	**10,309**	**123,160**	**123,070**	**417,210**		
Division Totals	**10,309**	**123,160**	**123,070**	**417,210**		

FY 2009 Budget WorkSheet

414307A2 - 2007A - REFUNDING 2001

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	0	20,000	20,000	20,000		
990200 - INTEREST	13,618	129,010	129,010	128,250		
990300 - BANK/TRUST/AGENCY FEES	0	500	500	500		
TOTAL DEBT SERVICE	**13,618**	**149,510**	**149,510**	**148,750**		
Division Totals	**13,618**	**149,510**	**149,510**	**148,750**		

BUILDING REPLACEMENT FUND

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	211,973	373,967	1,350,104	996,103	1,046,028	919,028
Revenues	5,458	3,052,136	87,387	10,880,000	35,000	40,000
Expenses	-253,464	-175,999	(471,463)	(11,395,000)	(162,000)	(160,000)
Transfers	410,000	-1,900,000	80,000	-	-	-
Ending Balance	373,967	1,350,104	1,046,028	481,103	919,028	799,028

The Building Replacement Fund is a sinking fund established to reserve money for remodeling or adding to existing City buildings, or constructing new facilities. Revenue for this fund comes from transfers from the General Fund, bonds or grants. The fund was created in the 2000 budget.

Revenue by Fund
416 - BUILDING REPLACEMENT FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
INTERGOVERNMENTAL REVENUE						
822035	STATE GRANT:FIRE STATION	0	0	0	0	-----
822045	STATE GRANT:MISC	0	0	0	0	-----
823050	FEDERAL GRANTS:OTHER	4,033	0	0	0	-----
TOTAL INTERGOVERNMENTAL REVENUE		**4,033**	**0**	**0**	**0**	
OTHER REVENUE						
890010	INTEREST INCOME	83,354	35,000	35,000	40,000	-----
890011	INVESTMENT INCOME	0	0	0	0	-----
890050	SALE OF FIXED ASSETS	0	0	0	0	-----
899900	MISCELLANEOUS REVENUE	0	0	0	0	-----
TOTAL OTHER REVENUE		**83,354**	**35,000**	**35,000**	**40,000**	
OTHER FINANCING SOURCES						
897900	BOND PROCEEDS	0	10,845,000	0	0	-----
898901	TRANSFER FROM GEN FUND	80,000	0	0	0	-----
TOTAL OTHER FINANCING SOURCES		**80,000**	**10,845,000**	**0**	**0**	
FUND TOTAL		**167,387**	**10,880,000**	**35,000**	**40,000**	

FY 2009 Budget WorkSheet

416F - BUILDING REPLACEMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	5,041	2,380,000	60,000	55,000	SOIL REMEDIATION CONSULTANT - UST PW (08 CARRYOVER)	35,000
					CITY HALL NEEDS ANALYSIS STUDY	10,000
					PW NEEDS ANALYSIS STUDY	10,000
930020 - R & M BLDGS & STRUCTURES	147,946	465,000	102,000	5,000	REMODEL FINANCE DEPT FRONT COUNTER AREA	5,000
930590 - MISCELLANEOUS EXPENSES	10,730	0	0	0		
960990 - MISC CONTRACTUAL SVCS	0	50,000	0	100,000	SOIL REMOVAL - UST PW	100,000
TOTAL CONTRACTUAL SERVICES	**163,717**	**2,895,000**	**162,000**	**160,000**		
CAPITAL EXPENDITURES						
980100 - LAND	0	8,500,000	0	0		
980200 - BUILDINGS	0	0	0	0		
980300 - IMPROVEMENTS	55,084	0	0	0		
980400 - EQUIPMENT	252,662	0	0	0		
980600 - FURNITURE & FIXTURES	0	0	0	0		
TOTAL CAPITAL EXPENDITURES	**307,746**	**8,500,000**	**0**	**0**		
Division Totals	**471,462**	**11,395,000**	**162,000**	**160,000**		

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EQUIPMENT REPLACEMENT FUND

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	1,346,536	599,065	1,272,273	1,097,073	1,294,201	687,755
Revenues	81,842	2,139,603	90,966	250,000	278,944	160,000
Expenditures	(2,049,313)	(2,896,395)	(2,592,171)	(1,948,726)	(1,689,090)	(1,045,549)
Transfers	1,220,000	1,430,000	2,523,133	1,000,000	803,700	720,000
Ending Balance	599,065	1,272,273	1,294,201	398,347	687,755	522,206

The Equipment Replacement Fund, a capital project sinking fund, was established in 1990 to account for the replacement of large, expensive and longer lasting equipment of the City. This equipment, or rolling stock, includes items such as fire apparatus, squad cars, and dump trucks, etc. There are four divisions in this fund. Separate cost centers (and accounting) are in place for specialized equipment replacement for the Public Works Department, Fire Department and Police Department.

In 1994, the City Council was presented with various options to provide for the funding of future equipment replacement. Annualized funding helps alleviate the unpredictability of high-cost items affecting future years' budgets. By funding an expense over a period of years (i.e., five to twenty years of service life), the City will achieve better budgetary control overall and will provide departments with safer and more dependable equipment at the end of the equipment's service life.

Subsequent annual budgets are then revised to reflect annual price increases of the equipment. Consequently, the annual budgetary requirement should be sufficient to fund future expenditures to the fund. Annual transfers from the General Fund, based on a replacement schedule, are made to fund the acquisition of replacement equipment. New equipment is not purchased from this fund, and must be approved by the City Council during budget deliberations.

Revenue by Fund
702 - EQUIPMENT REPLACEMENT

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
INTERGOVERNMENTAL REVENUE						
822045	STATE GRANT:MISC	0	0	15,000	0	-----
823050	FEDERAL GRANTS:OTHER	26,950	80,000	78,731	0	-----
TOTAL INTERGOVERNMENTAL REVENUE		**26,950**	**80,000**	**93,731**	**0**	
OTHER REVENUE						
890010	INTEREST INCOME	64,016	20,000	17,300	10,000	INTEREST INCOME
890050	SALE OF FIXED ASSETS	177,983	150,000	167,913	150,000	AUCTION SALES & TRADE INS
899900	MISCELLANEOUS REVENUE	150	0	0	0	-----
TOTAL OTHER REVENUE		**242,148**	**170,000**	**185,213**	**160,000**	
OTHER FINANCING SOURCES						
897910	NOTE PROCEEDS	400,000	0	0	0	-----
898901	TRANSFER FROM GEN FUND	95,000	216,100	216,100	720,000	TRANS FROM GF
898907	TRANSFER FROM RISK MGMT	500,000	0	0	0	-----
898913	TRANS IN:EQUP REPL CONTRB	1,200,000	587,600	587,600	0	-----
898952	TRANSFER FROM WATER FUND	150,000	196,300	0	0	-----
TOTAL OTHER FINANCING SOURCES		**2,345,000**	**1,000,000**	**803,700**	**720,000**	
FUND TOTAL		**2,614,098**	**1,250,000**	**1,082,644**	**880,000**	

FY 2009 Budget WorkSheet

702F - EQUIPMENT REPLACEMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	263,373	121,800	122,400	4,500	STREET - BOBCAT LEASE - 80A	4,500
980500 - VEHICLES	1,620,561	1,092,500	1,092,500	242,000	STREET - GMC 5-TON DUMP - 297	105,000
					PW SSS - GMC 5-TON DUMP - 298	105,000
					HONDA CIVIC CNG (2 @ $16K) (CED)	32,000
TOTAL CAPITAL EXPENDITURES	**1,883,934**	**1,214,300**	**1,214,900**	**246,500**		
Division Totals	**1,883,934**	**1,214,300**	**1,214,900**	**246,500**		

FY 2009 Budget WorkSheet

7021 - EQUIPMENT REPCMNT - WATER

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	111,923	16,300	0	0		
980500 - VEHICLES	280,710	180,000	0	0		
TOTAL CAPITAL EXPENDITURES	**392,633**	**196,300**	**0**	**0**		
Division Totals	**392,633**	**196,300**	**0**	**0**		

FY 2009 Budget WorkSheet

7022 - FIRE DEPT EQUIP REPLCMNT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	114,522	200,000	156,000	58,100	SCUBA TANKS & PARTS	6,000
					TURNOUT GEAR	36,100
					PORTABLE/MOBILE RADIOS	16,000
980500 - VEHICLES	0	0	0	499,525	1993 DARLEY PUMPER (CARRYOVER 2008)	499,525
TOTAL CAPITAL EXPENDITURES	**114,522**	**200,000**	**156,000**	**557,625**		
Division Totals	**114,522**	**200,000**	**156,000**	**557,625**		

FY 2009 Budget WorkSheet

7023 - POLICE DEPT EQUIP RPLCMNT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	0	96,100	76,164	27,775	SQUAD CAGES (2)	2,400
					RIFLE RACKS (5 @ $175)	875
					PUSH BARS (5 @ $250)	1,250
					SQUAD RADIOS (5 @ $500)	2,500
					SQUAD LIGHTING/SIREN (5 @ $1250)	6,250
					SQUAD HARDWARE (5 @ $300)	1,500
					SQUAD STRIPING (5 @ $500)	2,500
					SQUAD CONSOLES (5 @ $500)	2,500
					INCIDENT COMMAND EQUIPMENT	8,000
980500 - VEHICLES	0	0	0	125,000	PATROL - CROWN VIC - SQUAD 52	25,000
					PATROL - CROWN VIC - SQUAD 62	25,000
					PATROL - CROWN VIC - SQUAD 66	25,000
					PATROL - CROWN VIC - SQUAD 69	25,000
					PATROL SUPV. - CHEVY TAHOE - SQUAD 48	25,000
TOTAL CAPITAL EXPENDITURES	**0**	**96,100**	**76,164**	**152,775**		
Division Totals	**0**	**96,100**	**76,164**	**152,775**		

FY 2009 Budget WorkSheet

702304 - SHORT TERM EQUIPMENT LOAN

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	187,489	224,895	224,895	78,020	2008 LADDER TRUCK	78,020
990200 - INTEREST	13,593	17,131	17,131	10,629	2008 LADDER TRUCK	10,629
TOTAL DEBT SERVICE	**201,082**	**242,026**	**242,026**	**88,649**		
Division Totals	**201,082**	**242,026**	**242,026**	**88,649**		

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IT REPLACEMENT FUND

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	50,156	23,740	24,037	61,838	33,972	90,787
Revenues	1,332	118	616	300	900	500
Expenses	(162,748)	(134,821)	(190,681)	(294,120)	(294,085)	(412,875)
Transfers	135,000	135,000	200,000	350,000	350,000	515,000
Ending Balance	23,740	24,037	33,972	118,018	90,787	193,412

The IT Replacement Fund is a capital project sinking fund used for maintaining and upgrading the City's computer and copier network (equipment and software).

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

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

Revenue by Fund
703 - I T REPLACEMENT FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
OTHER REVENUE						
890010	INTEREST INCOME	616	300	900	500	-----
TOTAL OTHER REVENUE		**616**	**300**	**900**	**500**	
OTHER FINANCING SOURCES						
898914	TRANS IN:GEN FUND OVRHEAD	200,000	350,000	350,000	515,000	-----
TOTAL OTHER FINANCING SOURCES		**200,000**	**350,000**	**350,000**	**515,000**	
FUND TOTAL		**200,616**	**350,300**	**350,900**	**515,500**	

FY 2009 Budget WorkSheet

703F - I T REPLACEMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	2,555	5,000	1,000	5,000	WEBSITE INTEGRATION WITH COMMUNITY PLUS (CD & E)	5,000
920204 - TRAINING	6,600	18,900	10,750	0		
930010 - R & M EQUIPMENT	20,127	20,025	4,000	2,900	RAID 5 HARD DISK DRIVES (PD SQL SERVER)	1,200
					RAID 5 HARD DISK DRIVES (LASERFICHE SERVER)	1,200
					CISCO ROUTER WATER PLANT	500
930110 - R & M SOFTWARE	48,079	12,795	40,460	5,000	PENTAMATION COM. PLUS SECURITY PATCH	5,000
930200 - RENTALS & LEASES	0	0	0	3,900	2ND YEAR COPIER LEASE (FIRE & LEGAL) 2 UNITS	3,900
960990 - MISC CONTRACTUAL SVCS	786	3,200	2,600	3,200	COMPUTER DISPOSAL CHARGES	200
					NETWORK CABLING	3,000
TOTAL CONTRACTUAL SERVICES	**78,147**	**59,920**	**58,810**	**20,000**		
COMMODITIES						
970100 - OFFICE SUPPLIES	1,627	1,500	1,500	0		
970115 - SUPPLIES: DEPT/OTHER	0	0	0	1,600	LTO BACKUP MEDIA (30 @ $40)	1,200
					DAT BACKUP MEDIA (30 & $10)	300
					DVD ARCHIVE MEDIA	100
970270 - PRINTING-REPROD-BINDING	0	0	1,275	1,000		
970900 - EQUIPMENT <$5,000	13,376	10,350	12,000	9,550	2 BW LIGHT DUTY LASER PRINTERS W/3 YEAR WARR.	2,150
					2 BW MEDIUM DUTY LASER PRINTERS W/3 YEAR WARR.	5,400
					4 CISCO 7960 VOIP PHONES W/LICENSE	2,000
TOTAL COMMODITIES	**15,003**	**11,850**	**14,775**	**12,150**		
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	32,382	136,000	75,500	66,000	PURCHASE OF BW COPIER (CLERK)	15,000
					PURCHASE OF COLOR COPIER (MEDIA/CITY MGR)	15,000
					PURCHASE OF BW COPIER (FINANCE)	15,000
					PURCHASE OF BW COPIER (PD RECORDS)	15,000
					PURCHASE OF SMALL BW COPIER (PD RECORDS)	6,000
980410 - COMPUTER HARDWARE	59,907	48,000	82,000	244,807	REPLACE 40 PC'S AT $1,200 EACH	48,000
					VIRTUAL SERVERS (VM-WARE & SERVER)	14,000
					CISCO 3560-48PS SWITCH CITY HALL (5 @ $5000)	25,000
					APC UPS FOR WIRING CLOSETS CITY HALL (4 @ $700)	2,800
					APC NETWORK CARDS (4 @ $375)	1,500
					CISCO GBIC 1000MBIT MM FIBER (6 @ $350)	2,100
					UNITY SERVER REPLACEMENT (PBX)	9,500

FY 2009 Budget WorkSheet

703F - I T REPLACEMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
980410 - COMPUTER HARDWARE	59,907	48,000	82,000	244,807	UNITY SERVER REPLACEMENT (VOICE MAIL)	9,500
					REPLACE 3 NOTEBOOKS AT $1600 EACH	4,800
					WIFI PROJECT (FD,PD,PW,101/102, IT)	16,000
					SG580 INTERNET FIREWALL ROUTER	1,250
					AUTOLOADING TAPE BACKUP	11,000
					CUSTOMER SELF SERVICE KIOSK (TICKETS)	10,000
					DATALUX SQUAD COMPUTERS (5 @ $6000) (PDRF)	30,000
					AMBULANCE TABLE COMPUTERS (FIRE EMS)	23,695
					FIRE PREVENTION NOTEBOOKS (2 UNITS)	9,310
					CODE INSPECTOR NOTEBOOKS (4 UNITS)	26,352
980420 - COMPUTER SOFTWARE	5,242	38,350	63,000	69,918	MISCELLANEOUS SOFTWARE	5,000
					DOCUMENT MANAGEMENT (IMAGING) LASER FICHE	10,000
					ECOMMERCE DEVELOPMENT TOOLS	4,000
					MICROSOFT OFFICE W/2-YEAR SA (50 @ $475)	23,750
					MICROSOFT SERVER 2008 W/2-YEAR SA ($900)	1,800
					MICROSOFT TERMINAL SERVER CAL W/2-YEAR SA (25 @ $80)	2,000
					SYMANTEC GHOST 2.5 (150 @ $29)	4,350
					FIREHOUSE 5 USER LICENSE (FIRE)	1,190
					IMAGE TREND MEDICAL REPORTING (FIRE EMS)	17,828
TOTAL CAPITAL EXPENDITURES	**97,530**	**222,350**	**220,500**	**380,725**		
Division Totals	**190,680**	**294,120**	**294,085**	**412,875**		

METRA LEASED LOTS

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	249,166	239,807	119,211	117,139	135,844	146,821
Revenues	69,310	373,671	86,254	64,400	62,450	63,850
Expenditures	(78,669)	(344,267)	(69,621)	(54,656)	(51,473)	(51,919)
Transfers	-	(150,000)	-	-	-	(125,000)
Ending Balance	239,807	119,211	135,844	126,883	146,821	33,752

This fund accounts for the revenue and expenses associated with the maintenance of the parking lots leased from the Union Pacific Railroad and used exclusively for commuter parking. Revenue is generated from daily commuter charges. Rates have been increased from $1 per day to $1.25 per day. Fares are collected through the use of automated parking debit card machines. Maintenance (e.g. snow removal) and revenue collection is conducted by the Public Works Department and appropriate administrative charges are assessed to cover these expense. Enforcement is conducted by the Police Department.

Revenue by Fund
501 - METRA LEASED PARKING FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
INTERGOVERNMENTAL REVENUE						
821050	INTERGOVERNMENTAL - LOCAL	25,546	0	0	0	-----
TOTAL INTERGOVERNMENTAL REVENUE		**25,546**	**0**	**0**	**0**	
PERMITS						
880050	METRA COMMUTER PKG PERMIT	59,031	64,000	61,500	63,000	CUMBERLAND - 266 SPACES
880150	PARKING DEBIT CARDS	-45	0	750	750	-----
TOTAL PERMITS		**58,986**	**64,000**	**62,250**	**63,750**	
OTHER REVENUE						
890010	INTEREST INCOME	1,722	400	200	100	-----
TOTAL OTHER REVENUE		**1,722**	**400**	**200**	**100**	
FUND TOTAL		**86,254**	**64,400**	**62,450**	**63,850**	

FY 2009 Budget WorkSheet

5011 - METRA LEASED LOTS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920130 - ADMINISTRATIVE SERVICES	40,587	43,340	43,340	44,645	ADMINISTRATION, PARKING ENFORCEMENT, PW MAINT	35,075
					CHARGES FOR METER FARE COLLECTION	9,570
920900 - PROPERTY/LIAB CONTRIB	453	1,816	1,816	274	INTERNAL SERVICE FUND CHARGES	274
930010 - R & M EQUIPMENT	211	1,000	1,300	1,500	REPAIRS TO EQUIPMENT	1,500
930050 - R & M PARKING LOTS	0	2,000	1,500	1,500	REPAIRS TO LIGHTING, RESTRIPING, SIGNAGE, ETC.	1,500
TOTAL CONTRACTUAL SERVICES	**41,251**	**48,156**	**47,956**	**47,919**		
COMMODITIES						
970350 - SUPPLIES: PARKING LOTS	0	2,000	17	1,750	SUPPLIES USED TO MAINTAIN LOTS	750
					RIBBONS, RECEIPT TAPE & PARTS/SUPPLIES - METERS	1,000
970520 - PURCHASE OF METER PARTS	952	2,000	1,000	0		
970820 - ELECTRICITY	1,872	2,500	2,500	2,250	COMMONWEALTH EDISON - LIGHTS	2,250
TOTAL COMMODITIES	**2,824**	**6,500**	**3,517**	**4,000**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	25,546	0	0	0		
TOTAL CAPITAL EXPENDITURES	**25,546**	**0**	**0**	**0**		
OTHER FUNDING ACTIVITIES						
991000 - TRANSFER TO OTHER FUNDS	0	0	0	125,000		
TOTAL OTHER FUNDING ACTIVITIES	**0**	**0**	**0**	**125,000**		
Division Totals	**69,621**	**54,656**	**51,473**	**176,919**		

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CITY OWNED PARKING LOTS

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	(17,832)	(138,307)	(92,937)	(154,006)	(110,284)	(181,447)
Revenues	140,913	198,228	270,492	230,700	229,400	229,400
Expenditures	(150,459)	(171,580)	(255,459)	(361,245)	(269,842)	(266,604)
Transfers	(110,929)	18,722	(32,380)	(30,721)	(30,721)	219,339
Ending Balance*	(138,307)	(92,937)	(110,284)	(315,272)	(181,447)	688

This fund accounts for the revenue and expense associated with the maintenance of the City's' two parking facilities (1444 Prairie Avenue, Metropolitan Square), as well as three surface lots (#1 – Graceland, #4 – Webford, #10 – Prairie Ave). Revenue is generated from daily charges of $1.25 per day, and from lease agreements in the two parking facilities. Daily fares are collected through the use of automated parking debit card machines used in the new parking facility for Metropolitan Square, or through the sale of monthly passes to business and condominium owners. Maintenance (e.g. snow removal) and revenue collection is conducted by the Public Works Department and appropriate administrative charges are assessed to cover these expense. Enforcement is conduced by the Police Department.

Debt Service Remaining:

		2002A
2009 budget		30,661
2010 budget		29,238
2011 budget		27,895

Revenue by Fund
503 - CITY OWNED PARKING FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
PERMITS						
880100	MUNICIPAL PARKING LOTS	37,768	30,000	38,700	38,700	METRO SQUARE, 141 SPACES, LOTS #1, #4, #10
880200	REIMBURS:DECK MAINT COSTS	74,024	42,000	32,000	32,000	71.2% OF MAINTENCE COST PAID BY 701 LEE ST BLD
880250	PARKING GARAGE RENT	91,200	91,200	91,200	91,200	LIBRARY DECK
880255	METRO SQARE GARAGE RENT	67,500	67,500	67,500	67,500	(LOFTS - 38@$25, CONDO - 71@$50, OFFICE - 45@$25) X 12
TOTAL PERMITS		**270,492**	**230,700**	**229,400**	**229,400**	
OTHER FINANCING SOURCES						
898900	TRANSFER FROM OTHER FUNDS	0	0	0	250,000	-----
TOTAL OTHER FINANCING SOURCES		**0**	**0**	**0**	**250,000**	
FUND TOTAL		**270,492**	**230,700**	**229,400**	**479,400**	

FY 2009 Budget WorkSheet

5013 - CITY OWNED PARKING OPS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	0	9,413	0		
920120 - COMMUNICATION SERVICES	6,080	6,000	7,100	7,100	CALL ONE - SECURITY ALARMS	7,100
920130 - ADMINISTRATIVE SERVICES	40,587	43,340	0	0		
920900 - PROPERTY/LIAB CONTRIB	453	905	905	1,004	INTERNAL SERVICE FUND CHARGE	1,004
930010 - R & M EQUIPMENT	317	2,000	1,500	1,500	REPAIRS TO FAREBOXES, ETC.	1,500
930020 - R & M BLDGS & STRUCTURES	21,195	0	0	0		
930050 - R & M PARKING LOTS	0	20,000	25,824	30,000	REPAIRS TO LIGHTING, RESTRIPING, SIGNAGE, ETC. (1,4,10)	5,000
					MAINT CONTRACT FOR ELEVATORS	7,296
					MAINT CONTRACT FOR FIRE ALARMS	2,900
					GARBAGE DISPOSAL (ARC DUMPSTER)	3,828
					DISPOSAL OF DEBRIS & WASTE	2,000
					OTHER REPAIR AND MAINT	8,976
930320 - CLEANING:CUSTODIAL SERV	10,204	18,000	13,000	16,000	OUTSIDE SERVICE TO CLEAN BOTH GARAGES	16,000
TOTAL CONTRACTUAL SERVICES	**78,837**	**90,245**	**57,742**	**55,604**		
COMMODITIES						
970160 - TOOLS AND HARDWARE	0	500	500	500	TOOLS, BROOMS	500
970310 - SUPPLIES: EQUIP R/M	2,046	3,500	3,500	3,000	PROPANE, ETC FOR SCRUBBER MACHINE	3,000
970320 - SUPPLIES: BLDG R/M	4,615	0	0	0		
970350 - SUPPLIES: PARKING LOTS	354	5,000	8,000	7,500	VARIOUS SUPPLIES USED TO MAINTAIN PARKING LOTS	7,500
970520 - PURCHASE OF METER PARTS	380	2,000	1,000	0		
970820 - ELECTRICITY	169,228	200,000	170,000	185,000	LIGHTING, HEAT, FANS - BOTH GARAGES	185,000
TOTAL COMMODITIES	**176,622**	**211,000**	**183,000**	**196,000**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	0	60,000	29,100	15,000	CRACK FILL, SEAL COAT AND STRIPING	15,000
TOTAL CAPITAL EXPENDITURES	**0**	**60,000**	**29,100**	**15,000**		
OTHER FUNDING ACTIVITIES						
990935 - TRANS TO D/S: 2002A BOND	18,194	17,653	17,653	30,661	LAST PAYMENT IN 2011	30,661
990955 - TRANS TO D/S: 2003B BOND	14,186	13,068	13,068	0	LAST PAYMENT IN 2008	0
TOTAL OTHER FUNDING ACTIVITIES	**32,380**	**30,721**	**30,721**	**30,661**		
Division Totals	**287,839**	**391,966**	**300,563**	**297,265**		

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OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	4,069,949	5,233,763	5,376,111	5,498,783	6,627,064	5,898,085
Revenues	10,336,238	9,713,953	10,095,710	12,064,000	10,749,350	12,234,150
Expenses	(9,503,741)	(8,810,927)	(9,548,528)	(13,820,774)	(11,496,909)	(13,658,210)
Transfers	(236,047)	(150,000)	17,000	(177,720)	18,580	9,570
Ending Balance*	5,233,763	5,376,111	6,627,064	3,564,289	5,898,085	4,483,595

* fund balance equivalent

The Water/Sewer Fund accounts for the revenue and expenses associated with the transmission, treatment, storage and sale of water to the residential, commercial and industrial customers within the City. In addition the Water/Sewer Fund is responsible for the maintenance of the City's sanitary sewer mains and connections to MWRDGC interceptors, including the inspection cleaning and maintenance of catch basins, drains, lift stations and manholes. There are currently more than 17,100 customers in the system. The water distribution system has a total of 198.8 miles of water mains. This water can be stored in eight facilities with a total capacity of 19 million gallons. The average daily water consumption is over 7.8 million gallons.

The City is a wholesale purchaser of water from the City of Chicago. The water rates that will be in effect for the City are shown below. In December 2007 the City of Chicago passed a 15% water rate increase for 2008 which Des Plaines will pass on to its residents. The City of Chicago also passed a 15% increase for 2009 and a 14% increase for 2010. The City of Des Plaines will include a 3% increase to the operation and maintenance portion of the water rate for the 2009 fiscal year.

Year	Rate	Increase	O & M Adj	New Rate
2001	$0.867	$0.033	$1.184	$2.051
2002	$0.902	$0.035	$1.544	$2.446
2003	$0.937	$0.036	$1.644	$2.582
2004	$0.966	$0.036	$1.744	$2.710
2005	$0.995	$0.036	$1.844	$2.839
2006	$0.995	$0.000	$1.912	$2.907
2007	$0.995	$0.000	$1.912	$2.907
2008	$1.144	$0.149	$1.912	$3.056
2009	$1.316	$0.172	$1.969	$3.285

The sanitary sewer usage rates that will be in effect for the City are shown below:

Year	Rate
2008	$0.70 per 100 cubic feet of usage
2009	$0.70 per 100 cubic feet of usage

Portions of three departments are budgeted in the Water/Sewer Fund. The Public Works Department is responsible for the maintenance and distribution of the water within the system as well as the maintenance of sanitary sewer mains. The Finance Department is responsible for the billing for water consumed and payment of debt. The Engineering Department oversees the capital improvements to the system.

Revenue by Fund
502 - WATER/SEWER FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
FEES AND SERVICES						
850213	RETURNED CHECK FEE	1,700	0	1,500	1,800	-----
TOTAL FEES AND SERVICES		**1,700**	**0**	**1,500**	**1,800**	
WATER/SEWER REVENUE						
870100	SALE OF WATER	9,609,494	10,150,000	9,000,000	10,142,000	-----
870110	SANITARY SEWER	0	1,600,000	1,600,000	1,953,500	-----
870200	WATER PERMIT FEES	31,957	40,000	25,000	20,000	-----
870300	SALE OF WATER METERS	23,797	30,000	26,000	20,000	-----
870500	SHUT-OFF FEES	22,455	22,000	22,000	22,000	-----
870700	NEW CONSTRUCT:SALE OF WTR	28,951	30,000	14,000	14,000	-----
870900	MISC WATER SERVICE REV	781	2,000	850	850	-----
TOTAL WATER/SEWER REVENUE		**9,717,435**	**11,874,000**	**10,687,850**	**12,172,350**	
OTHER REVENUE						
890010	INTEREST INCOME	215,343	190,000	60,000	60,000	OFFSET COMPENSATING BALANCES AT LOCKBOX
899900	MISCELLANEOUS REVENUE	161,232	0	0	0	-----
TOTAL OTHER REVENUE		**376,575**	**190,000**	**60,000**	**60,000**	
OTHER FINANCING SOURCES						
898900	TRANSFER FROM OTHER FUNDS	17,000	18,580	18,580	9,570	TRANSFER FROM PARKING LOTS (3% CPI ADJ)
TOTAL OTHER FINANCING SOURCES		**17,000**	**18,580**	**18,580**	**9,570**	
FUND TOTAL		**10,112,710**	**12,082,580**	**10,767,930**	**12,243,720**	

2009 Budget

WATER/SEWER FUND - BUDGET SUMMARY

	2007 ACTUAL	2008 BUDGET	2008 PROJECTED	2009 PROPOSED
	9,548,528	14,017,074	11,496,909	13,658,210
Finance Department	681,394	875,510	706,910	797,238
Economic Development				
Debt Service - 1996A	385,636	365,233	365,643	0
Debt Service - 2003 Loan	210,908	0	0	0
Debt Service - 2005C	246,093	252,238	252,198	401,838
Engineering Department	669,712	1,780,220	858,621	159,351
Water Distribution Division	2,361,970	2,429,770	2,611,300	2,559,257
Water Plant Division	4,992,815	6,892,756	5,280,621	5,759,487
Sewer Division	0	1,421,347	1,421,616	1,575,004
Water/Sewer Equip Replc	0	0	0	9,000
CIP - Water/Sewer	0	0	0	2,397,035

PERSONNEL EXHIBIT

Department: Finance | Div: Finance/Water | Div. No: 0655

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Assistant Director of Finance	0.00	0.00	0.50
Financial Analyst	0.00	0.00	0.50
Senior Utility Billing Clerk	1.00	1.00	1.00
Senior Clerk	1.00	1.00	1.50
Intermediate Clerk	0.50	0.50	0.00
Clerk	1.50	1.50	1.50
P/T Clerk	0.25	0.75	0.75
Summer Help	0.00	0.00	0.00
Total Full Time Equivalent (FTE) Employees:	4.25	4.75	5.75

FY 2009 Budget WorkSheet

0655 - FISCAL SERVICES/WATER

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	120,132	207,574	179,300	323,430		
910200 - TEMPORARY WAGES	10,755	32,247	15,800	0		
910400 - NON-SUPERVISORY OVERTIME	905	1,500	1,500	2,456		
910500 - VACATION PAY	11,681	0	15,800	0		
910600 - SICK PAY	6,624	0	7,400	0		
910700 - HOLIDAY PAY	5,396	0	8,500	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	0	1,200	0		
910970 - COMPENSATED ABSENCES	3,065	0	0	0		
TOTAL SALARIES	**158,560**	**241,321**	**229,500**	**325,886**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	117	30	30	69		
918020 - EMPLOYER CONTR-F.I.C.A.	11,696	18,346	16,400	24,742		
918021 - EMPLOYER CONTR-I.M.R.F.	15,901	23,241	21,100	32,763		
918030 - EAP PROGRAM	0	31	31	33		
918040 - LIFE INS PREMIUMS	554	857	832	859		
918050 - PPO INSURANCE PREMIUMS	40,788	40,713	50,600	45,135		
918051 - HMO INSURANCE PREMIUMS	0	21,125	13,800	29,605		
918055 - DENTAL INSURANCE PREMIUMS	2,416	3,294	3,630	3,848		
918070 - WORKERS COMPENSATION	350	665	550	884		
918085 - RHS PLAN PAYOUT	0	2,600	2,150	2,347		
TOTAL BENEFITS	**71,823**	**110,902**	**109,123**	**140,285**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	11,333	7,440	7,440	9,300	AUDIT CONTRIBUTION (25%)	9,300
920120 - COMMUNICATION SERVICES	234	300	250	500	NEXTEL PHONE	500
920130 - ADMINISTRATIVE SERVICES	180,000	185,500	233,750	191,050	ADMINISTRATIVE FEES - 3% CPI	191,050
920150 - METER READING SERVICE	52,376	54,500	54,400	54,400	3-4 METER READER SERVICES	54,500
920155 - UTILITY BILLING SERVICE	12,997	14,500	13,100	14,000	CONTRACT WITH 3RD MILL	14,000
920204 - TRAINING	0	400	300	400	CLERICAL STAFF - 5 @ 80 EACH	400
920240 - RECORDS PRESERVATION	0	850	800	0		
920900 - PROPERTY/LIAB CONTRIB	3,769	3,797	3,797	2,677	INTERNAL SERVICE FUND CHARGE	2,677
930010 - R & M EQUIPMENT	0	1,600	500	1,600	REPAIR OF METER READING DEVICES	1,600
930110 - R & M SOFTWARE	8,632	11,500	11,500	11,500	PENTAMATION MAINTENANCE (UB)	8,000
					PENTAMATION METER READING & 3RD PRTY BILL CUSTOM	3,500
960065 - BANK FEES	14,002	16,000	14,500	15,500	CREDIT CARD PROCESSING FEES	15,500
960070 - TRAVEL EXPENSES	0	0	0	100		
960975 - FINE/FEE COLLECTION COSTS	2,710	3,000	1,000	1,900	COLLECTION AGENCY FEES, IF NEEDED	1,900
TOTAL CONTRACTUAL SERVICES	**286,053**	**299,387**	**341,337**	**302,927**		

0655 - FISCAL SERVICES/WATER

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
COMMODITIES						
970100 - OFFICE SUPPLIES	682	900	750	1,400	VARIOUS OFFICE SUPPLIES	1,400
970115 - SUPPLIES: DEPT/OTHER	0	0	0	0		
970260 - POSTAGE AND PARCEL	12,364	24,000	23,600	24,000	MAILING UTILITY BILLS ($2,000 PER MONTH)	24,000
970270 - PRINTING-REPROD-BINDING	1,039	1,700	1,800	1,700	METER READ NOTIFICATION	500
					DISCONNECT ENVELOPES	900
					BUDGET PRINTING	300
970900 - EQUIPMENT <$5,000	872	1,000	800	1,040	REPLACE OFFICE CHAIRS	1,040
TOTAL COMMODITIES	**14,958**	**27,600**	**26,950**	**28,140**		
OTHER FUNDING ACTIVITIES						
991721 - TRANS TO EQUIP FD:WATER	150,000	196,300	0	0		
TOTAL OTHER FUNDING ACTIVITIES	**150,000**	**196,300**	**0**	**0**		
Division Totals	**681,394**	**875,510**	**706,910**	**797,238**		

FY 2009 Budget WorkSheet

0662 - 1996A BOND DEBT SERVICE

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	343,756	343,013	343,013	0	FINAL PAYMENT IN 2008	0
990200 - INTEREST	41,470	22,220	22,220	0	FINAL PAYMENT IN 2008	0
990300 - BANK/TRUST/AGENCY FEES	410	0	410	0		
TOTAL DEBT SERVICE	**385,636**	**365,233**	**365,643**	**0**		
Division Totals	**385,636**	**365,233**	**365,643**	**0**		

FY 2009 Budget WorkSheet

0664 - 2003 SHORT TERM LOAN

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	205,000	0	0	0	FINAL PAYMENT IN 2007	0
990200 - INTEREST	5,908	0	0	0	FINAL PAYMENT IN 2007	0
TOTAL DEBT SERVICE	**210,908**	**0**	**0**	**0**		
Division Totals	**210,908**	**0**	**0**	**0**		

FY 2009 Budget WorkSheet

0665 - 2005C REFUNDING 1997B

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
DEBT SERVICE						
990100 - PRINCIPAL	170,000	180,000	180,000	335,000		
990200 - INTEREST	75,683	71,788	71,788	66,388		
990300 - BANK/TRUST/AGENCY FEES	410	450	410	450		
TOTAL DEBT SERVICE	**246,093**	**252,238**	**252,198**	**401,838**		
Division Totals	**246,093**	**252,238**	**252,198**	**401,838**		

PERSONNEL EXHIBIT

Department: Engineering | Div: Engineering/Water | Div. No. 1812

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Civil Engineer	1.00	1.00	1.00
Part-Time Intermediate Clerk	0.25	0.25	0.25
Total Full Time Equivalent (FTE) Employees:	1.25	1.25	1.25

FY 2009 Budget WorkSheet

1812 - ENGINEERING/WATER

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	71,056	87,710	72,600	102,581		
910200 - TEMPORARY WAGES	4,611	11,269	10,000	0		
910400 - NON-SUPERVISORY OVERTIME	5,915	6,000	3,000	6,225		
910500 - VACATION PAY	4,411	0	9,700	0		
910600 - SICK PAY	4,548	0	6,000	0		
910700 - HOLIDAY PAY	3,465	0	3,600	0		
910970 - COMPENSATED ABSENCES	-519	0	0	0		
TOTAL SALARIES	**93,487**	**104,979**	**104,900**	**108,806**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	69	18	18	41		
918020 - EMPLOYER CONTR-F.I.C.A.	6,661	7,572	7,000	7,847		
918021 - EMPLOYER CONTR-I.M.R.F.	10,136	9,997	9,997	10,391		
918030 - EAP PROGRAM	0	18	18	19		
918040 - LIFE INS PREMIUMS	185	214	200	214		
918050 - PPO INSURANCE PREMIUMS	19,931	19,731	19,731	20,225		
918051 - HMO INSURANCE PREMIUMS	0	0	0	0		
918055 - DENTAL INSURANCE PREMIUMS	1,481	1,333	1,333	1,333		
918070 - WORKERS COMPENSATION	677	917	775	1,030		
918080 - UNIFORM ALLOWANCE	80	80	80	80		
918085 - RHS PLAN PAYOUT	0	0	0	0		
TOTAL BENEFITS	**39,219**	**39,880**	**39,152**	**41,180**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	1,500	1,000	1,500	HYDRAULIC MODELING	1,500
920120 - COMMUNICATION SERVICES	529	1,100	500	1,190	NEXTEL PHONE	650
					DATA CARD (1 @ $540)	540
920204 - TRAINING	1,286	2,285	3,040	2,285	AUTOCAD	1,000
					AMERICAN WATER WORKS ASSOCIATION TRAINING	285
					IL ASSC. FLOODPLAIN STORMWATER MGT ANN. CNF	1,000
920220 - MEMBERSHIP DUES	565	500	500	500	AMERICAN WATER WORKS ASSOC. MEMBERSHIP	400
					IL ASSC. FLOODPLAIN STORMWATER MGMNT	100
920225 - LICENSING/TITLES	50	100	0	70	PROFESSIONAL ENGINEERING LICENSE RENEWAL	70
920900 - PROPERTY/LIAB CONTRIB	4,728	3,689	3,689	1,920	INTERNAL SERVICE FUND CHARGE	1,920
930010 - R & M EQUIPMENT	0	515	450	0		
960070 - TRAVEL EXPENSES	80	100	100	100	PARKING, TOLLS AND MILEAGE	100
TOTAL CONTRACTUAL SERVICES	**7,238**	**9,789**	**9,279**	**7,565**		
COMMODITIES						
970100 - OFFICE SUPPLIES	2,745	1,545	1,500	500	PAPER, PENS, PENCILS	500
970115 - SUPPLIES: DEPT/OTHER	0	0	0	500	FIELD SUPPLIES	500
970260 - POSTAGE AND PARCEL	20	100	100	100	FED EX	100

1812 - ENGINEERING/WATER

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970270 - PRINTING-REPROD-BINDING	0	200	100	200	CAPITAL IMPROVEMENT PROGRAM PLAN REPRODUCTION	200
970620 - SUBSCRIPTIONS & BOOKS	460	520	520	500	AMERICAN WATER WORKS ASSOCIATION STANDARDS UPDATES	500
970900 - EQUIPMENT <$5,000	0	0	70	0		
TOTAL COMMODITIES	**3,225**	**2,365**	**2,290**	**1,800**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	526,542	1,623,207	703,000	0		
TOTAL CAPITAL EXPENDITURES	**526,542**	**1,623,207**	**703,000**	**0**		
Division Totals	**669,712**	**1,780,220**	**858,621**	**159,351**		

PERSONNEL EXHIBIT

Department: Public Works Div: Water Distribution Div No: 5023

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Director of Public Works	0.50	0.50	0.50
Assistant Director of Public Works	0.50	0.50	0.50
Secretary	0.50	0.50	0.50
Senior Clerk	1.00	1.00	1.00
Foreman/Water Maintenance & Meter	1.00	1.00	1.00
Crew Leader	4.00	4.00	4.00
Automotive Mechanic	2.00	2.00	2.00
Maintenance Operator - Water	7.00	7.00	7.00
Maintenance Operator - Meter	3.00	3.00	3.00
Seasonal Employee	1.00	1.00	1.00
Total Full Time Equivalent (FTE) Employees:	20.50	20.50	20.50

FY 2009 Budget WorkSheet

5023 - PW - WATER - DISTRIBUTION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	1,023,542	1,274,184	1,099,500	1,319,154		
910200 - TEMPORARY WAGES	8,220	16,560	15,000	17,140		
910300 - SUPERVISORY OVERTIME	3,110	6,728	10	6,980		
910400 - NON-SUPERVISORY OVERTIME	138,521	72,450	117,600	75,167		
910500 - VACATION PAY	86,475	0	91,300	0		
910600 - SICK PAY	20,188	0	21,500	0		
910700 - HOLIDAY PAY	49,023	0	51,200	0		
910900 - ACT/OUT OF CLASS/PREMIUM	9,280	7,500	8,800	7,781		
910950 - EXCESS SICK HRS PAY OUT	0	3,105	4,650	3,962		
910970 - COMPENSATED ABSENCES	48,640	0	0	0		
TOTAL SALARIES	**1,386,999**	**1,380,527**	**1,409,560**	**1,430,184**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	929	264	264	607		
918020 - EMPLOYER CONTR-F.I.C.A.	102,277	97,002	104,200	101,545		
918021 - EMPLOYER CONTR-I.M.R.F.	150,595	130,365	141,200	133,630		
918030 - EAP PROGRAM	0	266	266	286		
918040 - LIFE INS PREMIUMS	3,674	2,907	3,750	2,907		
918050 - PPO INSURANCE PREMIUMS	234,070	157,833	161,100	155,002		
918051 - HMO INSURANCE PREMIUMS	0	83,360	78,750	84,625		
918055 - DENTAL INSURANCE PREMIUMS	16,585	15,082	15,900	15,447		
918070 - WORKERS COMPENSATION	60,392	105,339	68,800	120,596		
918080 - UNIFORM ALLOWANCE	5,410	5,410	5,410	5,760		
918085 - RHS PLAN PAYOUT	0	2,500	3,303	3,759		
TOTAL BENEFITS	**573,932**	**600,328**	**582,943**	**624,164**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	13,230	15,500	9,800	13,500	LEAK DETECTION FOR WATER SYSTEM	13,500
920120 - COMMUNICATION SERVICES	5,748	5,500	5,500	4,900	NEXTELS	3,800
					PAGERS	1,100
920145 - J.U.L.I.E. FEES	1,402	1,500	1,500	1,400	LOCATE SERVICE FEES	1,400
920204 - TRAINING	250	1,000	0	500	APWA EXPO	200
					AWWA COMPETENT PERSON TRAINING	200
					BADGER METER TRAINING	100
920220 - MEMBERSHIP DUES	272	290	290	290	APWA	125
					AWWA	165
920225 - LICENSING/TITLES	200	200	200	250	CDL RENEWALS (5)	250
920900 - PROPERTY/LIAB CONTRIB	37,173	41,765	41,765	28,281	INTERNAL SERVICE FUND CHARGE	28,281
930010 - R & M EQUIPMENT	0	1,200	500	1,000	LOCATORS, CO DETECTORS, ETC. REPAIR	1,000
930030 - R & M VEHICLES	0	0	0	3,416	ALIGNMENTS, HYDRAULICS, PUMPS, ETC.	3,416
930040 - R & M PUMP & TRANS LINES	1,268	10,000	3,000	5,000	WATERMAIN: INSTALL, RESTORATION WORK, ETC.	5,000
930210 - RENTAL OF EQUIPMENT	0	1,000	250	500	RENTAL OF SPECIALIZED EQUIPMENT	500

5023 - PW - WATER - DISTRIBUTION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
930480 - DISPOSAL/DEBRIS & WASTE	68,018	50,000	50,000	50,000	DISPOSAL OF SPOILS FROM EXCAVATION SUCH AS CONCRETE	0
					DIRT, CLAY, ROCK, ASPHALT, ETC	50,000
960070 - TRAVEL EXPENSES	0	10	0	25	TOLLS, ETC.	25
960990 - MISC CONTRACTUAL SVCS	2,364	3,500	2,000	2,500	OUTSIDE CONTRACTORS	2,100
					RR LEASE OF LAND FOR PIPE CROSSING (50% SEWER)	400
TOTAL CONTRACTUAL SERVICES	**129,924**	**131,465**	**114,805**	**111,562**		
COMMODITIES						
970100 - OFFICE SUPPLIES	76	800	850	900	MISC OFFICE SUPPLIES	900
970115 - SUPPLIES: DEPT/OTHER	0	0	0	340	RAGS AND OTHER SUPPLIES	340
970160 - TOOLS AND HARDWARE	5,512	6,000	6,000	5,500	NUTS, BOLTS, SCREWS, HAMMERS, ETC.	5,500
970165 - TRAFFIC SAFETY SUPPLIES	2,657	7,000	7,000	5,000	BARRICADES, SAFETY FENCE, TAPE, ARROW BOARDS	5,000
970167 - SAFETY EQUIPMENT	3,735	4,000	4,000	4,000	EAR/EYE/HAND PROTECTION, SAFETY VESTS, GAS DETECTORS,	0
					HARD HATS, GLOVES, HARNESSES, SAFETY ROPE, ETC.	2,600
					WINTER CLOTHING PER MECCA CONTRACT	1,400
970190 - UNIFORMS/APPAREL/CLOTHING	538	1,000	920	800	FOREMAN'S CLOTHING	350
					ASSISTANT DIRECTOR'S CLOTHING	350
					SUMMER HELP T'S, CITY PATCHES, HATS, ETC	100
970222 - STREETSCAPE SUPPLIES	5,363	7,000	7,000	0		
970223 - BEAUTIFICATION SUPPLIES	0	0	0	6,000	GRASS SEED, DIRT AND SOD	6,000
970260 - POSTAGE AND PARCEL	0	50	0	50	SHIPPING METERS, WATER REPORTS	50
970270 - PRINTING-REPROD-BINDING	0	1,000	500	500	WATER SHUT OFF DOOR NOTICES, BUSINESS CARDS, ETC.	500
970310 - SUPPLIES: EQUIP R/M	113	1,000	500	1,850	SMALL EQUIPMENT REPAIR, LOCATORS, ETC.	500
					ADDITIONAL EQUIP	1,350
970330 - SUPPLIES: VEHICLE R/M	0	0	0	10,892	VEHICLE PARTS	10,892
970340 - SUPPLIES: PUMP/TRANS LINE	165,731	160,000	160,000	170,000	HYDRANTS, VALVES, SLEEVES, TAPS, CORPS, LIMESTONE, ETC.	170,000
970510 - PURCHASE OF METERS	82,783	80,000	80,000	75,000	METERS FOR DEVELOPMENT AND PARTS	75,000
970620 - SUBSCRIPTIONS & BOOKS	52	0	0	0		
970840 - DIESEL	0	0	0	9,505	DIESEL FUEL PURCHASE	9,505
970850 - GASOLINE	0	0	0	38,260	GASOLINE PURCHASE	38,260
970900 - EQUIPMENT <$5,000	4,555	3,600	4,550	4,750	HYDRANT METERS W/BACKFLOW PREVENTOR	4,750
TOTAL COMMODITIES	**271,115**	**271,450**	**271,320**	**333,347**		
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	0	46,000	53,200	60,000	PILOT PROGRAM - RESIDENTIAL RADIO READ METERS	27,000

5023 - PW - WATER - DISTRIBUTION

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
980400 - EQUIPMENT	0	46,000	53,200	60,000	HYDRANT METERS W/ BACKFLOW PREVENTORS	18,000
					WATER VALVE EXERCISING MACHINE	7,500
					WAREHOUSE SHELVING	7,500
980500 - VEHICLES	0	0	179,472	0		
TOTAL CAPITAL EXPENDITURES	**0**	**46,000**	**232,672**	**60,000**		
Division Totals	**2,361,970**	**2,429,770**	**2,611,300**	**2,559,257**		

PERSONNEL EXHIBIT

Department: Public Works Div: Water Plant Div. No: 5024

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Foreman	1.00	1.00	1.00
Water Plant Operator	5.00	5.00	5.00
Crew Leader	1.00	1.00	1.00
Seasonal Employee	0.25	0.25	0.25
Total Full Time Equivalent (FTE) Employees:	7.25	7.25	7.25

FY 2009 Budget WorkSheet

5024 - PW - WATER - PLANT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	346,064	440,844	340,000	448,603		
910200 - TEMPORARY WAGES	3,522	4,140	4,140	4,285		
910300 - SUPERVISORY OVERTIME	2,323	4,140	500	4,295		
910400 - NON-SUPERVISORY OVERTIME	25,798	24,840	24,800	25,772		
910500 - VACATION PAY	24,867	0	26,100	0		
910600 - SICK PAY	11,034	0	21,600	0		
910700 - HOLIDAY PAY	17,477	0	16,200	0		
910900 - ACT/OUT OF CLASS/PREMIUM	24,386	24,400	15,000	14,000	STANDBY	13,000
					ACTING	1,000
910970 - COMPENSATED ABSENCES	7,745	0	0	0		
TOTAL SALARIES	**463,217**	**498,364**	**448,340**	**496,955**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	328	92	92	203		
918020 - EMPLOYER CONTR-F.I.C.A.	35,073	34,041	33,000	34,646		
918021 - EMPLOYER CONTR-I.M.R.F.	48,810	44,943	43,700	45,443		
918030 - EAP PROGRAM	0	93	93	96		
918040 - LIFE INS PREMIUMS	1,373	1,061	1,300	1,061		
918050 - PPO INSURANCE PREMIUMS	82,308	38,307	41,000	52,290		
918051 - HMO INSURANCE PREMIUMS	0	45,949	45,948	49,395		
918055 - DENTAL INSURANCE PREMIUMS	5,842	5,249	5,650	6,345		
918070 - WORKERS COMPENSATION	25,078	29,964	27,400	27,530		
918080 - UNIFORM ALLOWANCE	2,250	3,000	3,000	2,400		
918085 - RHS PLAN PAYOUT	0	2,042	987	1,033		
TOTAL BENEFITS	**201,062**	**204,741**	**202,170**	**220,442**		
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	7,920	210,000	73,000	0		
920120 - COMMUNICATION SERVICES	8,608	9,200	8,600	10,300	NEXTEL	2,000
					DEDICATED PHONE LINES/ALARMS	5,600
					ADT SECURITY	1,200
					SCADA WIRELESS	1,000
					PAGERS	500
920202 - CONFERENCES	0	1,500	0	1,500	IEPA LICENSING CREDITS	500
					AWWA - SPRINGFIELD	1,000
920204 - TRAINING	35	2,500	300	2,500	CLASS C PW SUPPLY OPERATOR'S LICENSE	2,200
					CONTINUING EDUCATION & LICENSING REQUIREMENTS	300
920206 - SEMINARS	35	0	0	0		
920220 - MEMBERSHIP DUES	311	675	675	675	APWA	175
					AWWA	500
920225 - LICENSING/TITLES	0	0	0	100	CDL RENEWALS	100
920900 - PROPERTY/LIAB CONTRIB	29,309	32,376	32,376	22,634	INTERNAL SERVICE FUND CHARGE	22,634
930010 - R & M EQUIPMENT	3,600	5,000	4,000	4,000	USED FOR PUMPS, MOTORS, GENERATOR, SCADA BOARD	4,000
930020 - R & M BLDGS & STRUCTURES	82,022	65,000	20,000	78,000	VAULTS, TOWERS, BUILDINGS, RESERVOIRS	30,000

5024 - PW - WATER - PLANT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
930020 - R & M BLDGS & STRUCTURES	82,022	65,000	20,000	78,000	MAPLE STREET PUMPING STATION RESERVOIR CLEANING	30,000
					IEPA - WATER SAMPLE TESTING (LEAD, COPPER, CHLORINE)	18,000
930030 - R & M VEHICLES	0	0	0	732	ALIGNMENTS, ELECTRONIC REPAIRS, ETC.	732
930040 - R & M PUMP & TRANS LINES	220	10,000	5,000	5,000	36" TRANS LINE FROM CHICAGO/20"-24" TO CENTRAL	5,000
930210 - RENTAL OF EQUIPMENT	0	0	0	1,000	MATS	1,000
930230 - RENTAL OF UNIFORMS	2,375	2,400	1,000	0		
960070 - TRAVEL EXPENSES	0	50	10	150	TOLLS FOR SEMINARS, CLASSES, ETC.	150
960980 - WATER SAMPLE TESTING	8,504	11,000	29,000	11,000	BAC-T, TTHM, HAAS AND STATE MANDATED RESIDENTIAL	11,000
					IEPA STATE SAMPLING (DBPS) STAGE II	0
960990 - MISC CONTRACTUAL SVCS	2,000	2,500	2,500	2,000	SECURITY ALARM SERVICES & OTHER EXPENSES	2,000
TOTAL CONTRACTUAL SERVICES	**144,939**	**352,201**	**176,461**	**139,591**		

COMMODITIES

970100 - OFFICE SUPPLIES	1,465	2,000	2,000	1,750	PRINTER PAPER, RIBBONS, ETC.	1,750
970115 - SUPPLIES: DEPT/OTHER	727	2,000	2,000	1,500	LAB SUPPLIES SUCH AS TEST TUBES, BEAKERS, ETC	1,500
970130 - CHEMICALS	10,001	12,000	11,000	12,500	CHLORINE, LAB CHEMS FOR PHOSPHATE, CHLORINE RESIDUAL	12,500
970160 - TOOLS AND HARDWARE	1,861	2,000	2,000	2,000	HAND TOOLS, SCREWS, NAILS, ETC.	2,000
970167 - SAFETY EQUIPMENT	1,649	2,000	2,000	1,000	MASKS, EYEGLASSES, GLOVES, VESTS, ETC	1,000
970190 - UNIFORMS/APPAREL/CLOTHING	470	450	450	450	FOREMAN CLOTHING ALLOWANCE	400
					SUMMER HELP T-SHIRTS, ETC	50
970260 - POSTAGE AND PARCEL	3,541	5,000	3,700	4,000	PACKAGE DELIVERY FOR STATE SAMPLINGS/WATER TESTING	1,000
					POSTAGE FEE FOR WATER QUALITY REPORT	3,000
970270 - PRINTING-REPROD-BINDING	3,508	4,500	3,700	4,000	WATER QUALITY REPORT	4,000
970310 - SUPPLIES: EQUIP R/M	0	0	0	300	COMPRESSORS, JACK SAW, HAMMER, ETC.	300
970320 - SUPPLIES: BLDG R/M	3,439	4,000	4,000	3,750	BUILDING REPAIR SUPPLIES (LIGHT BULBS, KEYS, PAINT)	3,750
970330 - SUPPLIES: VEHICLE R/M	0	0	0	2,334	OIL, BRAKE PADS, ETC	2,334
970340 - SUPPLIES: PUMP/TRANS LINE	1,500	3,500	3,500	1,750	SUPPLIES FOR REPAIRS TO PUMPS AND VALVES	1,750
970500 - PURCHASE OF WATER	3,835,662	4,150,000	4,000,000	4,600,000	PURCHASE OF CHICAGO WATER - 15% RATE INCREASE	4,600,000
970620 - SUBSCRIPTIONS & BOOKS	3,348	2,000	2,000	1,000	AWWA PUBLICATIONS (FULL SET), WATER MANUALS	1,000
970810 - NATURAL GAS	5,481	20,000	11,000	12,500	NICOR COST TO HEAT WATER PLANT	12,500
970820 - ELECTRICITY	190,367	220,000	238,000	240,000	COMMONWEALTH EDISON COST TO PUMP WATER FROM PLANT	240,000
970850 - GASOLINE	0	0	0	13,665	GASOLINE PURCHASE	13,665

5024 - PW - WATER - PLANT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
970900 - EQUIPMENT <$5,000	2,075	5,000	5,300	0		
TOTAL COMMODITIES	**4,065,094**	**4,434,450**	**4,290,650**	**4,902,499**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	118,503	1,400,000	160,000	0		
980600 - FURNITURE & FIXTURES	0	3,000	3,000	0		
TOTAL CAPITAL EXPENDITURES	**118,503**	**1,403,000**	**163,000**	**0**		
Division Totals	**4,992,815**	**6,892,756**	**5,280,621**	**5,759,487**		

PERSONNEL EXHIBIT

Department: Public Works Division: Sewer Div. No: 5025

Title	Authorized Positions 2007 Actual	2008 Budget	2009 Proposed
Foreman	1.00	1.00	1.00
Crew Leader	3.00	3.00	3.00
Maintenance Operator	7.00	7.00	7.00
Seasonal Employee	0.75	0.75	0.75
Total Full Time Equivalent (FTE) Employees:	11.75	11.75	11.75

FY 2009 Budget WorkSheet

5025 - SEWERS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
SALARIES						
910100 - SALARIES	0	660,062	576,700	699,795		
910200 - TEMPORARY WAGES	0	12,320	11,050	12,751		
910300 - SUPERVISORY OVERTIME	0	1,035	341	1,074		
910400 - NON-SUPERVISORY OVERTIME	0	20,000	34,800	20,750		
910500 - VACATION PAY	0	0	51,100	0		
910600 - SICK PAY	0	0	10,750	0		
910700 - HOLIDAY PAY	0	0	26,500	0		
910900 - ACT/OUT OF CLASS/PREMIUM	0	2,100	500	2,180		
910950 - EXCESS SICK HRS PAY OUT	0	1,650	1,310	1,354		
910970 - COMPENSATED ABSENCES	0	725	725	0		
TOTAL SALARIES	**0**	**697,892**	**713,776**	**737,904**		
BENEFITS						
918010 - UNEMPLOYMENT COMP	0	132	132	371		
918020 - EMPLOYER CONTR-F.I.C.A.	0	51,437	52,400	54,510		
918021 - EMPLOYER CONTR-I.M.R.F.	0	67,911	72,800	70,889		
918030 - EAP PROGRAM	0	133	133	175		
918040 - LIFE INS PREMIUMS	0	1,632	2,115	1,632		
918050 - PPO INSURANCE PREMIUMS	0	98,657	100,800	102,107		
918051 - HMO INSURANCE PREMIUMS	0	69,220	64,600	69,424		
918055 - DENTAL INSURANCE PREMIUMS	0	10,840	10,500	10,326		
918070 - WORKERS COMPENSATION	0	77,690	37,300	95,245		
918080 - UNIFORM ALLOWANCE	0	3,750	3,750	4,000		
TOTAL BENEFITS	**0**	**381,402**	**344,530**	**408,679**		
CONTRACTUAL SERVICES						
920120 - COMMUNICATION SERVICES	0	7,795	7,500	9,000	NEXTELS	3,000
					CALL ONE LIFT STATION ALARMS	3,000
					DSL LINES	1,000
					PAGERS	800
					COMCAST HIGHSPEED (PUMP STATION)	1,200
920145 - J.U.L.I.E. FEES	0	1,500	1,500	1,500	COST FOR MEMBER SERVICES	1,500
920202 - CONFERENCES	0	0	0	1,500	EPA/NPDES	1,500
920204 - TRAINING	0	2,300	1,000	800	FEES FOR APWA EXPO	300
					CONFINED SPACE FLAGGER	500
920220 - MEMBERSHIP DUES	0	200	191	200	APWA MEMBERSHIP	120
					AWWA MEMBERSHIP	80
920225 - LICENSING/TITLES	0	0	50	200	CDL'S (4)	200
920240 - RECORDS PRESERVATION	0	0	0	850	DOCUMENT SCANNING	850
920415 - SEWER LATERAL PROGRAM	0	120,000	115,000	120,000	SEWER LATERAL PROGRAM (THRU COMMUNITY DEVELOPMENT)	120,000
920900 - PROPERTY/LIAB CONTRIB	0	31,508	31,508	21,978	INTERNAL SERVICE FUND CHARGE	21,978
930010 - R & M EQUIPMENT	0	1,200	1,200	1,000	SERVICE/REPAIRS OF PORTABLE EQUIP S/A LOCATORS	1,000

5025 - SEWERS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
930030 - R & M VEHICLES	0	0	0	2,928	ALIGNMENTS, ELECTRICAL WORK, ETC.	2,928
930060 - R & M SEWERS & LIFT STATS	0	25,000	37,500	30,000	SANITARY, STORM, BASIN AND LINE REPAIRS	30,000
930110 - R & M SOFTWARE	0	0	0	6,100	ASSIST MAINT COST	1,100
					GRANITE XP-SEWER GIS MAP	5,000
930210 - RENTAL OF EQUIPMENT	0	1,000	500	500	RENTAL OF SPECIALITZED EQUIP	500
930480 - DISPOSAL/DEBRIS & WASTE	0	9,000	7,500	7,500	DISPOSAL OF DEBRIS/ WASTE FROM SEWER DIGS	7,500
960070 - TRAVEL EXPENSES	0	50	0	50	MILEAGE/ TOLLS/ PARKING	50
960990 - MISC CONTRACTUAL SVCS	0	2,500	2,500	23,500	LEASE WITH RAILROAD	200
					CONTINENTAL WEATHER	900
					UNEXPECTED CONTRACTUAL SERVICES, ISHTA	1,400
					NPDES FEES	21,000
TOTAL CONTRACTUAL SERVICES	**0**	**202,053**	**205,949**	**227,606**		

COMMODITIES

970100 - OFFICE SUPPLIES	0	800	800	800	OFFICE SUPPLIES	800
970115 - SUPPLIES: DEPT/OTHER	0	0	61	340	RAGS AND OTHER SUPPLIES	340
970160 - TOOLS AND HARDWARE	0	3,500	2,000	2,500	SHOVELS, PICKS, HAMMERS, NAILS, ETC.	2,500
970167 - SAFETY EQUIPMENT	0	2,000	2,000	1,500	GLOVES, VESTS, HARD HATS, GLASSES, FLAGS, MARKING PAINT	1,500
970190 - UNIFORMS/APPAREL/CLOTHING	0	550	1,800	1,800	FOREMAN CLOTHING & BOOT ALLOW, PATCHES, ETC.	550
					WINTER OUTERWEAR 10 @ $125	1,250
970222 - STREETSCAPE SUPPLIES	0	500	500	0		
970223 - BEAUTIFICATION SUPPLIES	0	0	0	500	TOPSOIL, GRASS SEED & SOD	500
970260 - POSTAGE AND PARCEL	0	250	250	3,250	SHIPPING, POSTAGE, ETC.	250
					NPDES POSTAGE AND PARCEL	3,000
970270 - PRINTING-REPROD-BINDING	0	300	100	7,100	NO PARKING SIGNS, BUSINESS CARDS, OKI-DATA WORK ORDERS	100
					NPDES PRINTING	7,000
970310 - SUPPLIES: EQUIP R/M	0	9,000	9,000	9,700	PARTS FOR SM EQUIP REPAIR (CAMERAS, SM DRAIN RODDERS)	8,500
					VEHICLE SUPPLIES	1,200
970330 - SUPPLIES: VEHICLE R/M	0	0	0	9,336	OIL, GREASE, FILTERS, LIGHTS, ETC.	9,336
970360 - SUPPLIES: SEWER/LIFT STAT	0	35,000	35,000	35,000	SEWER PIPE, CEMENT, PARTS FOR LIFT STATIONS, BRICK, ETC	35,000
970620 - SUBSCRIPTIONS & BOOKS	0	100	0	100	SAFETY PUBLICATION	100
970820 - ELECTRICITY	0	40,000	37,500	40,000	OPERATION OF LIFT STATIONS	40,000
970840 - DIESEL	0	0	0	10,559	DIESEL PURCHASE	10,559
970850 - GASOLINE	0	0	0	27,330	GASOLINE PURCHASE	27,330
970900 - EQUIPMENT <$5,000	0	0	70	11,000	CONCRETE SAW	1,500
					CONCRETE CORING MACHINE	4,500
					NPDES COVERS	5,000
TOTAL COMMODITIES	**0**	**92,000**	**89,081**	**160,815**		

5025 - SEWERS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	0	20,000	0	15,000	DIALER AND SCADA CONTROLS @ OHARE LAKES	15,000
980400 - EQUIPMENT	0	28,000	34,440	25,000	CAMERA FOR TV TRUCK W/ ZOOM LENS	25,000
980500 - VEHICLES	0	0	33,840	0		
980600 - FURNITURE & FIXTURES	0	0	0	0		
TOTAL CAPITAL EXPENDITURES	**0**	**48,000**	**68,280**	**40,000**		
Division Totals	**0**	**1,421,347**	**1,421,616**	**1,575,004**		

FY 2009 Budget WorkSheet

5027 - WATER/SEWER EQUIP REPLC

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CAPITAL EXPENDITURES						
980400 - EQUIPMENT	0	0	0	9,000	WATER DIST - BOBCAT SKID STEER LEASE - 7W	4,500
					WATER DIST - BOBCAT SKID STEER LEASE - 43W	4,500
980500 - VEHICLES	0	0	0	0		
TOTAL CAPITAL EXPENDITURES	**0**	**0**	**0**	**9,000**		
Division Totals	**0**	**0**	**0**	**9,000**		

FY 2009 Budget WorkSheet

5030 - CIP - WATER/SEWER

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920110 - PROFESSIONAL SERVICES	0	0	0	225,000	DESIGN/CONSTRUCTION ENGINEERING	225,000
TOTAL CONTRACTUAL SERVICES	**0**	**0**	**0**	**225,000**		
CAPITAL EXPENDITURES						
980300 - IMPROVEMENTS	0	0	0	2,172,035	WATER SYSTEM IMPROVEMENTS	1,117,035
					SEWER SYSTEM IMPROVEMENTS	650,000
					HOWARD AVENUE WATER TANK MAINTENANCE (YEAR 1)	230,000
					MINER STREET WATER TANK MAINTENANCE (08 CARRYOVER)	95,000
					LIFT STATIONS HATCH REPLACEMENTS (4 @ $15K)	60,000
					GOLF ROAD RETENTION POND FENCE (08 CARRYOVER)	20,000
TOTAL CAPITAL EXPENDITURES	**0**	**0**	**0**	**2,172,035**		
Division Totals	**0**	**0**	**0**	**2,397,035**		

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RISK MANAGEMENT FUND

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	562,254	770,511	1,045,035	764,300	932,193	2,088,161
Revenues	2,201,166	2,374,339	2,419,924	2,739,459	3,142,508	2,675,400
Expenses	(1,992,909)	(2,099,815)	(2,032,766)	(2,466,834)	(1,986,540)	(2,528,050)
Transfers			(500,000)			(1,500,000)
Ending Balance	770,511	1,045,035	932,193	1,036,925	2,088,161	735,511

This fund is an internal service fund that accounts for the City's self-insured property, general liability, automobile liability, errors & omissions, workers' compensation, employer's liability, employee benefits liability, and crime loss. The departmental charges are re-evaluated annually for workers compensation and property/liability insurance based on each department's budget, number of vehicles, and employee salaries according to industry standards. The department charges for unemployment compensation are averaged solely upon each department's salaries. The most recently completed fiscal year data is used to establish this information and to determine new allocation numbers and charges for the proposed budget.

The City is a member of two municipal insurance pools for risk management: MICA and HELP. The City joined the Municipal Insurance Cooperative Agency (MICA) in 1998. MICA administers all claims against the City that are less than $2 million. MICA premium payments are placed into a pool wide loss fund, which if unused, is returned to participants. The City has received three such rebates since 1998.

The City has been a member of the High Level Excess Liability Pool (HELP) since 1985. HELP becomes involved in claims that exceed the MICA limit of $2 million or greater.

This fund budget also reflects anticipated claim costs and legal fees for run-off (on) claims from the previous claims administrator and lawsuits handled by the City Attorney prior to the City becoming a member of MICA. There currently is one pending lawsuit and three continuing workers' compensation claims.

Revenue by Fund
701 - RISK MANAGEMENT FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
OTHER REVENUE						
890010	INTEREST INCOME	0	0	100	5,000	INTEREST FROM ASSEST INVESTMENTS
890195	REBATES:LIABILITY CLAIMS	28,751	35,000	40,000	35,000	REIMBURSEMENT FROM MICA FOR SELF INSURED LOSSES
890197	REBATES:WRKRS COMP CLAIMS	174,868	100,000	250,000	150,000	REIMBURSEMENT FROM MICA FOR WC CLAIMS PAID
899900	MISCELLANEOUS REVENUE	0	0	361,785	0	-----
TOTAL OTHER REVENUE		**203,619**	**135,000**	**651,885**	**190,000**	
OTHER FINANCING SOURCES						
898910	TRANS IN:INSURANCE-P & L	845,048	908,424	908,424	570,000	INTERNAL SERVICE CHARGE BASED ON EXPENDITURES
898911	TRANS IN:INSURANCE-W/C	1,345,998	1,688,836	1,575,000	1,900,000	BASED ON PROJECTED SALARY INCREASES AND RATES
898912	TRANS IN:UNEMPLOYMENT INS	25,259	7,199	7,199	15,400	INTERNAL SERVICE FUND CHARGE BASED ON 5 YR AVG
TOTAL OTHER FINANCING SOURCES		**2,216,305**	**2,604,459**	**2,490,623**	**2,485,400**	
FUND TOTAL		**2,419,924**	**2,739,459**	**3,142,508**	**2,675,400**	

FY 2009 Budget WorkSheet

701F - RISK MANAGEMENT

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
920100 - LEGAL FEES	0	0	0	0		
920110 - PROFESSIONAL SERVICES	0	5,000	0	5,000	RISK MANAGEMENT TRAINING PROGRAMS	5,000
920115 - SUBSTANCE ABUSE PROGRAM	0	5,000	0	5,000	RANDOM DRUG TESTING - CDL, ETC.	5,000
920320 - UNEMPLOYMENT CLAIMS	367	7,200	12,500	15,400	RATE BASED UPON LAST FIVE YEARS OF EXPERIENCE	15,400
920330 - CLAIMS ADMIN FEE (WC)	838	900	850	900	GB ADMIN FEES FOR 3 PRE MICA CLAIMS	900
920332 - CLAIMS ADMIN FEE (UNEMPL)	9,734	5,000	2,500	5,000	MARTIN BOYER ADMIN FEE FOR UNEMPLOYMENT CLAIMS	5,000
920340 - INSURANCE PREMIUMS (WC)	173	0	700	750	2ND INJURY LOSS FD PMT TO IL - % OF PRE-MICA WC	750
920341 - INSURANCE PREMIUMS (LIAB)	97,602	125,000	102,500	130,000	HELP	130,000
920342 - MICA LOSS FUND	1,836,152	2,217,734	1,772,490	2,250,000	PREMIUM INCREASE BASED ON EXPERIENCE	2,250,000
920345 - MICA DEDUCTIBLE	14,275	20,000	20,000	25,000	CITY LIABILITY FOR 1ST $1,000 ON EACH CLAIM - 25 CLAIMS	25,000
920350 - WORKMENS COMPENS CLAIMS	42,594	35,000	32,500	35,000	INDEMNITY AND MEDICAL FOR 3 PRE-MICA CLAIMS	35,000
920390 - SELF INSURED LOSSES	31,031	30,000	40,000	40,000	PAYMENT FOR DAMAGES	40,000
960040 - EMPLOYEE PHYSICALS	0	15,000	1,500	15,000	WORK COMP RELATED OR FOLLOW UP FOR EMPLOYEES	15,000
960990 - MISC CONTRACTUAL SVCS	0	1,000	1,000	1,000	ADDITIONAL RISK MANAGEMENT REPORTS - AS NEEDED	1,000
TOTAL CONTRACTUAL SERVICES	**2,032,766**	**2,466,834**	**1,986,540**	**2,528,050**		
OTHER FUNDING ACTIVITIES						
991000 - TRANSFER TO OTHER FUNDS	0	0	0	1,500,000		
991700 - TRANSFER TO EQUIP FUND	500,000	0	0	0		
TOTAL OTHER FUNDING ACTIVITIES	**500,000**	**0**	**0**	**1,500,000**		
Division Totals	**2,532,766**	**2,466,834**	**1,986,540**	**4,028,050**		

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HEALTH BENEFITS FUND

OVERVIEW

	2005 Actual	2006 Actual	2007 Actual	2008 Budget	2008 Projected	2009 Proposed
Beginning Balance	(923,412)	39,208	590,190	1,532,640	1,497,107	1,628,275
Revenues	8,323,557	8,512,828	8,635,486	9,128,711	8,816,261	9,162,116
Expenses	(7,360,937)	(7,961,846)	(7,728,569)	(8,917,662)	(8,680,093)	(9,084,117)
Transfers		-	-	-	(5,000)	(1,000,000)
Ending Balance	39,208	590,190	1,497,107	1,743,689	1,628,275	706,274

This fund is an internal service fund used to account for the charges to each department for providing health insurance and other related benefits to their employees. Employees pay 10% to 5% of their monthly health and dental premiums based upon their plan option choice while the City pays the remaining 90% to 95%. All participating retirees pay 100% of their respective plan option monthly premiums. However, since 2004, the City has implemented a practice of subsidizing Medicare-eligible retirees (i.e. 65 and older) so that that their combined Medicare and City monthly premiums are equal to the monthly premiums paid by non-Medicare retirees. The cost of this subsidy in 2008 was $33,848 and has decreased by 22.8% in 2009 for a total of $26,138 due to a decrease in Medicare retiree enrollment.

Since June 1, 2003, the City has been a member of the Intergovernmental Personnel Benefit Cooperative (IPBC), a municipal pool consisting of over 40 municipalities. The City began paying premiums to the IPBC effective January 1, 2004. Through the IPBC the City retains the third-party administrative services of Blue Cross/Blue Shield (BCBS) of Illinois to provide the PPO and HMO programs, MEDCO for the Rx program, and ING for life insurance. In the IPBC, the City maintains its independence in terms of plan design and benefit levels, but pools claims experience from $25,000 to $125,000. Within the IPBC, the City administers 4 separate funds: 1) Administrative Fund, 2) Benefit (PPO) Fund, 3) HMO Fund, and 4) Terminal Reserve Fund and maintains a fund management strategy to ensure that both short-term and long-term interests are met.

Below is a breakdown of the monthly premium rate increases since 2005:

Plan	2005	2006	2007	2008	2009
PPO (Options 1-4)	15%	7.5%	7.5%	10%	2.5%
HMO	12.5%	10%	10%	10%	7.5%
Dental (Options 1&2)	7.5%	0%	2.5%	0%	0%

In addition, the City independently contracts on a self-insured basis with Delta Dental for its dental program and with Horizon for its EAP program.

Revenue by Fund
705 - HEALTH BENEFITS FUND

Acct	Account Title	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification
OTHER REVENUE						
890010	INTEREST INCOME	0	0	41,000	20,000	-----
890100	MEDICAL PPO: EMPLOYEE	520,216	474,647	519,700	541,561	-----
890102	MEDICAL HMO: EMPLOYEE	0	58,167	60,250	65,807	-----
890110	MEDICAL PPO: EMPLOYER	5,971,137	5,274,142	4,951,600	5,205,001	-----
890112	MEDICAL HMO: EMPLOYER	0	1,142,036	1,144,700	1,250,336	-----
890115	INS PREM-LIFE INSUR.	0	0	0	0	-----
890125	MEDICAL PPO: RETIREE	1,257,979	1,248,528	1,118,425	1,148,705	-----
890126	MEDICAL HMO: RETIREE	0	167,571	212,400	215,815	-----
890127	LIFE INS PROG: EMPLOYEE	66,067	71,562	74,900	75,244	SUPPLEMENTAL & DEPENDENT LIFE
890128	LIFE INS PROG: EMPLOYER	90,754	76,378	91,875	70,666	BASIC LIFE INSURANCE
890131	EAP PROGRAM: EMPLOYER	0	7,252	7,252	7,252	-----
890145	INS PREM-PPO-COBRA	0	0	0	0	-----
890160	HMO MEDICAL: EMPLOYER	0	0	0	0	-----
890190	DENTAL PROGRAM: EMPLOYEE	38,385	39,634	39,175	39,634	-----
890191	DENTAL PROGRAM: EMPLOYER	383,621	381,377	353,475	358,420	-----
890192	HIST SOC INS REIMB	0	0	0	0	-----
890193	DENTAL PROGRAM: RETIREE	54,955	55,604	60,650	62,925	-----
890196	REBATES: IPBC PREM	0	0	0	0	-----
890198	HISTORICAL SOC REIMB	22,339	30,525	27,186	33,404	-----
TOTAL OTHER REVENUE		**8,405,454**	**9,027,423**	**8,702,588**	**9,094,770**	
OTHER FINANCING SOURCES						
898900	TRANSFER FROM OTHER FUNDS	26,260	0	0	0	-----
898919	TRANS IN:1994 ERP	0	0	0	0	-----
898920	TRANS IN:1997/98 ERP	14,067	11,782	15,450	0	-----
898921	TRANS IN: 1999 ERP	0	0	0	0	-----
898922	TRANS IN: 2002 ERP	131,081	39,770	31,275	0	-----
898923	TRANS IN: PSEBA	14,508	15,888	33,100	41,208	PSEBA LIFETIME BENEFIT
898924	TRANS IN: SUBSIDY MED RET	44,116	33,848	33,848	26,138	-----
TOTAL OTHER FINANCING SOURCES		**230,032**	**101,288**	**113,673**	**67,346**	
FUND TOTAL		**8,635,486**	**9,128,711**	**8,816,261**	**9,162,116**	

FY 2009 Budget WorkSheet

705F - HEALTH BENEFITS

Account	2007 Actual	2008 Budget	2008 Projected	2009 Proposed	Budget Justification	Amount
CONTRACTUAL SERVICES						
930501 - PPO PROGRAM	5,766,077	6,946,080	6,614,228	6,911,880		
930503 - HMO PROGRAM	1,365,460	1,459,860	1,406,973	1,531,958		
930505 - BC/BS ADMIN FEES	0	0	0	0		
930506 - IPBC MEMBERSHIP FEE	0	0	0	0		
930510 - LIFE INSURANCE PROGRAM	129,275	134,454	136,486	145,910		
930524 - DENTAL PROGRAM	415,940	336,169	467,468	460,979		
930530 - SUBSIDY: MEDICARE RETIREE	44,116	33,847	41,549	26,138		
930558 - SUPPLEMENTAL SERVICES	0	0	0	0		
930570 - EAP PROGRAM	7,252	7,252	7,252	7,252		
960990 - MISC CONTRACTUAL SVCS	450	0	6,137	0		
TOTAL CONTRACTUAL SERVICES	**7,728,570**	**8,917,662**	**8,680,093**	**9,084,117**		
OTHER FUNDING ACTIVITIES						
991000 - TRANSFER TO OTHER FUNDS	0	0	5,000	1,000,000		
TOTAL OTHER FUNDING ACTIVITIES	**0**	**0**	**5,000**	**1,000,000**		
Division Totals	**7,728,570**	**8,917,662**	**8,685,093**	**10,084,117**		

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