



CITY OF ELMHURST
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JAMES A. GRABOWSKI
CITY MANAGER

To: Acting Mayor Levin and City Council Members

From: James Grabowski, City Manager

Date: February 19, 2013

Re: Fiscal Year 2013 Budget

I am pleased to submit to the City Council the Fiscal Year 2013 Budget. The budget is typically the municipality's operational plan for the year, and for Elmhurst an outlook for two years. As the Council is aware, the 2013 fiscal year is an eight-month year, May 1, 2013 – December 31, 2013. This allows the City to transition to a calendar fiscal year beginning January 1, 2014.

The budget once again is organized in the following manner:

- Summary information, providing a listing of actual and proposed tax rates, fund balance/net asset summary, a personnel summary, various charts and graphs depicting sources and disposition of funds, and a budget overview of the operating departments of the City.
- Line item detail of the proposed Budget for 2013 by fund, including all revenues and expenditures. Justification forms identify budget details for all items that are in excess of 5% and more than \$2,500 over the previous year's appropriation. Due to the eight-month fiscal year, some additional proposed budget explanations have been provided outside of the above guidelines.
- Individual fund balance schedules that include prior year actuals, current year estimates and proposed revenues, expenditures and fund balance levels.
- Interfund Transfers and Debt Schedules.
- Budget and Financial Policies and Procedures.
- Supplemental information, providing an overview of the City, detailed information on major revenue sources, allocation of interdepartmental charges, fund descriptions and a glossary.

Since fiscal year 2013 is an eight-month year, please consider the following as you review the budget:

- Each revenue line item was reviewed and budgeted on a prorated eight-month basis, with the exception of Property Tax revenue.
- Expenses that are incurred fairly evenly over time, i.e. salaries and benefits, have been budgeted on a prorated eight-month basis. Many expenses, however, are seasonal, i.e. street resurfacing, watermain replacement, landscape activities, and have not been prorated but have been completely budgeted in the eight-month year.

Proposed revenues for FY 2013 are lower compared to last year's estimates, primarily due to the eight-month transition year. Although some revenues are showing signs of a comeback, staff has continued to be cautiously optimistic in our forecasts. The total proposed revenues for the next fiscal year are \$83,959,419. The difference between the revenues and expenditures will be funded by bond proceeds and fund balance within capital project funds.

In the General Fund, the major operating fund of the City, the proposed budget expenditures are \$39,577,314 for the eight-month 2013 fiscal year. Proposed revenues to the General Fund are \$41,269,097 for FY 2013. This provides for a contribution to fund balance of \$1,691,783, for a projected General Fund balance at the end of FY 2013 of \$13,683,775. For the first time in several years, we have reached the fund balance goal policy of 25% - 33% of operating expenditures.

The changes in the General Fund continue to focus on high quality service delivery in the most cost effective manner. Overall we are decreasing the total number of budgeted full time employees to 259 from 265. We have been reviewing each position as it opens up in an effort to reduce the future costs of pensions and healthcare which are associated with full time employees. The full time positions being restructured in this budget include the following positions: utility billing customer service representative, public works inspector, police records clerk, administrative secretary, and two forestry positions. Nevertheless we need to continue to carefully review the service level provided to the community. To that end, the utility billing customer service representative has been replaced with agency personnel; the public works inspector, the police records clerk and the administrative secretary positions have been replaced with part time staff; and the work completed by the two forestry positions will be replaced with contract services. We will continue to look for efficiencies in hiring as we review the City organization and conduct a salary and benefit study to be completed in Spring 2013.

For the most part City-wide, we are keeping things status-quo, with no increases in spending unless absolutely necessary. As the economy recovers and housing values climb the City may look at service level increases.

REVENUES

Proposed revenues for fiscal year 2013 total \$83,959,419. As indicated in the chart on page 7, the largest revenue source is taxes (includes property, sales and utility taxes), comprising \$35,773,844 or 42.6% of total revenues. Services charges of \$16,716,265, or 19.9% of total revenues, include \$13,450,025 for water and sewer service charges. Emphasis will continue to be placed on analyzing revenues during fiscal year 2013 due to the continuation of the unsettled market that could significantly affect the accuracy of many of the City's revenue projections. Also, the City must continue to monitor legislative proposals that would change how revenues are distributed, especially considering the fiscal condition of the region and the State of Illinois. A change in the method of distributing sales taxes, including a change from an original base to a destination base, or a reduction in the percentage municipalities receive from state shared revenues (income tax, motor fuel tax and local use tax) could significantly impact City revenues.

An overview of Elmhurst's General Fund revenue sources is illustrated in the pie chart on page 101.

- Sales Taxes – FY 2013 municipal 1% sales tax (\$6,400,000) is projected to increase at the rate of 2% greater than the FY 2012-13 estimated base sales tax of \$9,200,000. It should be noted that the FY 2012-13 sales tax includes a significant one-time receipt of approximately \$380,000. The FY 2013 sales tax proposed budget includes projections for Mariano's and for the conclusion of the T.I.F. I local sales tax increment transfer to the Redevelopment Fund (T.I.F. I). Although significantly below the FY 2000 high of \$11,323,000, sales tax remains the greatest single source of the revenue in the City's General Fund, excluding police and fire pension levies from total property tax receipts. Although the City has taken significant action to stabilize other sources of revenue to the General Fund and decrease its reliance on automotive related sales tax, this significant portion of the General Fund revenue stream is subject to the constant volatility in the automotive industry. This reality must be recognized as a significant factor in reviewing the City's general revenues and expenditures, and in planning for the future. This fact also supports the City Council's General Fund balance goals to allow that fund balance to cushion the City's revenue loss in a struggling economy, the loss of a commercial business that generates significant sales tax, and/or should the loss of local sales tax associated with internet sales not be stopped at the federal level.
- Prepared Food and Beverage Tax – The 1% Prepared Food and Beverage Tax, including packaged alcoholic beverages, was approved by the City Council on October 21, 2002, effective January 1, 2003. This revenue source has become a consistent and significant contributor to the General Fund. FY 2013 1% Prepared Food and Beverage Tax is projected to increase at an annualized rate of 4% for an eight-month budget of \$745,300.
- Property Taxes – The 2012 tax levy, which will be collected in the summer of 2013, was approved at 1% less than the 2011 levy with an additional \$423,005 to capture the Elmhurst Memorial Health Center new growth. This additional levy amount will be reserved for the anticipated refund to EMHC if EMHC receives tax-exempt status. The 2013 tax levy, which will be collected in the summer of 2014 (FY 2014) is budgeted to contain a 3.0% increase in the General Fund portion of the tax levy, no increase in the debt service portion of the tax levy and a 5% increase in the fire and police pension portion of the levy, in anticipation of an actuarially determined pension fund contribution which will take into account payroll adjustments and market conditions/investment returns. It is anticipated that the proposed 2013 tax levy increase will be greater than the adjustment to the 2012 equalized assessed value for Elmhurst (due to the decline in housing values) and will result, therefore, in an increase in the property tax rate for the City of Elmhurst.
- State Income Tax – The City of Elmhurst Capital Improvement Fund is credited by Council policy with 80% of the City share of State income tax while the General Fund receives the remaining 20%. This ongoing source of revenue to the Capital Improvement Fund allows this Fund to respond to the City's infrastructure requirements. Projected FY 2013 state income tax revenue reflects an increase at the rate of 2.5% over FY 2012-13.

- Local Motor Fuel Tax – The City Council approved a 1.5 cents per gallon local Motor Fuel Tax, effective October 1, 2010. Estimated FY 2012-13 local MFT is \$258,000, and proposed FY 2013 revenue is \$172,000 for the eight-month year. The funds are designated for stormwater system improvements.
- Utility Taxes – The utility tax is a significant revenue source in the City’s General Fund. The Elmhurst telecommunications tax has been combined with the Infrastructure Maintenance Fee for a combined rate of 6% on telephone use. This tax is collected by the State and then distributed to municipalities. Elmhurst allocates the telecommunications tax revenue 75% to the General Fund and 25% to the Capital Improvement Fund. Telecommunications tax revenue is at its lowest point in the last ten years due to the expanded use of the internet for telephone services and the decision by some DSL providers to stop imposing the tax on these services. The electric tax, not changed since 1998, is a tax on kilowatt consumption. Inflation has eroded the electric tax benefit to the City’s General Fund. The City also converted to a gas use tax of 1.5 cents per therm effective June 1, 2003. Excluding any changes in the use tax rates, future revenue growth of the electric and gas use taxes is limited to increase in usage with no effect of increases in electric and natural gas rates. Utility tax revenues are projected to increase at the rate of .5% in FY 2013.
- Rubbish Collection Revenue – During FY 2012-13, the City Council approved a five year contract with Allied Waste curbside recycling and rubbish collection services. Projected annualized revenues for FY 2013 reflect a decrease of approximately 6% compared to FY 2012-13 estimates due to the terms and pricing of the new contract.
- Licenses and Permits – The City’s permit fee schedule is designed to charge a fee for services used and to return a significant percentage of revenue back to the City for expenditures needed to operate the Community Development Department (Building Department, Planning and Zoning and Economic Development Department) and portions of the Public Works and the Fire Departments relative to plan review and inspection services. Most permit fees are updated annually based on C.P.I. The permit fee budget for FY 2013 is projected at \$1,215,000, and contemplates seventy-six new homes and several commercial projects. Vehicle license fees are a significant source of revenue (\$1,300,000 annually), and all proceeds from vehicle license sales are designated for street improvements.

Other significant revenue sources recorded in other funds include the following:

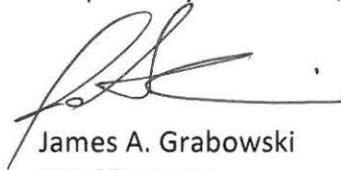
- Water and Sewerage Rate Increases – Traditionally, water and sewerage rates have been reviewed and adjusted annually on or about May 1, to reflect changes in conditions and assumption of future projections. However, due to significant water rate adjustments from DuPage Water Commission effective January 1, 2012, and effective January 1 of the next three years, the City’s water rates were reviewed and adjusted effective January 1, 2013, and the review cycle will remain on a calendar year basis. A sewerage rate adjustment is budgeted for FY 2013, effective May 1, 2013. The review cycle for sewerage rate adjustments will move to a calendar year basis in FY 2014 when the fiscal year is transitioned to a calendar year.

- Parking System – Increases in daily and permit fees were approved by City Council effective January 1, 2008 and July 1, 2010. No fee increases are projected at this time, and no increase in parking capacity is projected in FY 2013. Total revenue for the Parking System is projected to be \$604,914 for FY 2013, of which \$359,640 is attributable to daily and permit fees.
- Motor Fuel Tax – The State allocated additional motor fuel tax proceeds as part of the capital spending program that was approved in 2009, and Elmhurst’s portion is approximately \$940,000. These funds are being distributed annually over a five year period; three distributions have been received and the fourth distribution is anticipated in fall of FY 2013. Expenditures that otherwise would have been charged to the General Fund, such as salt purchases, have been allocated to the Motor Fuel Tax Fund. After the last distribution of these additional funds in FY 2014, such costs will again be charged to the General Fund.
- Tax Increment Financing (T.I.F.) Revenues
 - 1) T.I.F. I/Central Business District Redevelopment – The property tax revenue, collected for the express purpose of financing the public side responsibilities of the Central Business District Redevelopment Plan, increased slightly in FY 2012-13 due to minimal changes in the equalized assessed value and due to the tax rate increasing compared to prior year. The property tax revenue is projected to decrease slightly in FY 2013 due to projected decrease in EAV and the release of properties to T.I.F. IV/North York Redevelopment.
 - 2) T.I.F. II/Lake and Walnut Industrial Development – The Tax Increment Financing revenues accruing to this fund are anticipated to be flat due to no new growth anticipated in the redevelopment project area.
 - 3) T.I.F. III/Route 83 and St. Charles Commercial Development – The Tax Increment Financing revenues projected for this area are anticipated to decrease slightly in fiscal 2013 due to projected decrease in equalized assessed value. The City of Elmhurst by agreement has committed to a 3% rate of inflation increase in E.A.V. to be credited to all affected taxing districts. Increment above that 3% rate will be T.I.F. increment credited to the City’s revenue to finance expenditures. Due to the projected decline in E.A.V., no distribution is budgeted for FY 2013 and FY 2014. The FY 2013 budget anticipates the acquisition of land adjoining the Municipal Public Works Facility that would allow for the completion of Phase II of the project.
 - 4) T.I.F. IV/North York Redevelopment – Due to the timing of establishing T.I.F. IV and development within the T.I.F., no property tax increment is anticipated in FY 2013.

I feel this is a sound fiscal plan for the City of Elmhurst for the next Fiscal Year and request the Council's positive consideration. The future of the City is bright and this represents the direction of the Mayor and the City Council.

I would like to thank Marilyn Gaston and Tom Trosien along with the Department Directors for their input and cooperation during the budget process.

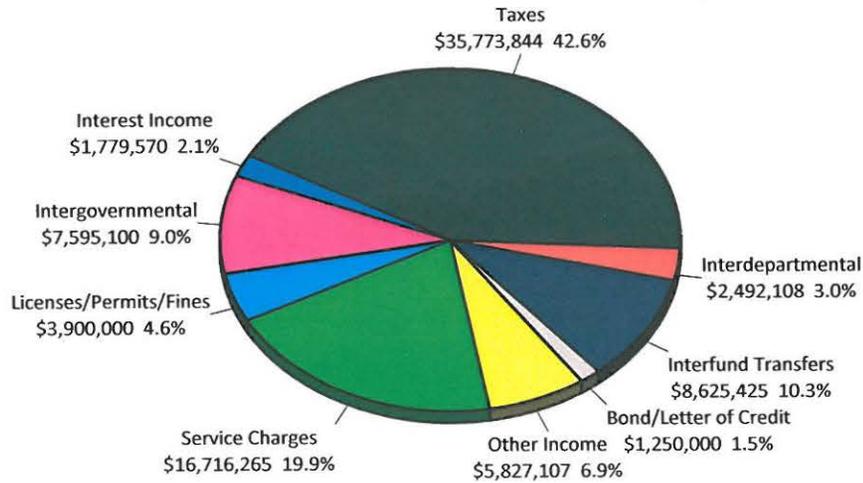
Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Grabowski', with a long horizontal flourish extending to the right.

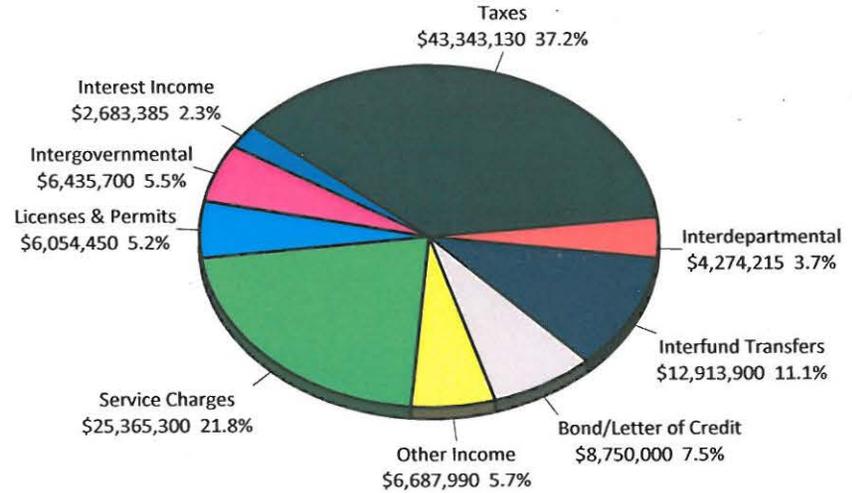
James A. Grabowski
City Manager

**CITY OF ELMHURST
TOTAL REVENUES - ALL FUNDS
2013 and 2014 PROPOSED BUDGETS**

**2013 PROPOSED BUDGET
\$83,959,419**



**2014 PROPOSED BUDGET
\$116,508,070**



**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET**

	2010-11	2011-12	2012-13		2013	2014
	Actual	Actual	Budget	Estimated	Proposed	Proposed
Summary By Fund						
General Fund	45,616,442	49,150,663	53,347,756	54,803,016	41,269,097	52,279,545
Capital Improvement Fund	4,854,294	8,908,006	6,808,843	5,457,875	4,538,935	5,705,820
Library Funds (Combined)	8,842,377	9,009,631	9,356,375	9,287,779	9,326,515	9,648,370
Motor Fuel Tax Fund	1,283,578	1,275,053	1,286,950	1,256,100	821,000	1,207,400
Municipal Utility Fund	13,784,333	14,496,951	16,823,680	16,515,512	13,748,325	20,697,825
Parking System Fund	1,128,803	3,935,698	1,344,570	1,289,430	824,914	1,891,675
Corporate Purpose Series 2006 Fund *	344	-	-	-	-	-
Corporate Purpose Series 2008 Fund *	36	-	-	-	-	-
Corporate Purpose Series 2009 Fund *	6,731	7,886	4,200	-	-	-
Corporate Purpose Series 2009A Fund *	7	-	-	-	-	-
Corporate Purpose Series 2012 Fund	-	-	-	7,130,425	-	-
Corporate Purpose Series 2014 Fund	-	-	-	-	-	7,022,000
Stormwater Fund	949,136	405,787	352,350	106,500	151,400	3,051,000
Redevelopment Projects Fund	3,130,595	2,788,757	3,432,250	3,681,233	2,276,500	2,213,000
Industrial Dev. Projects Fund	649,394	640,006	578,540	709,047	679,700	679,100
Rt. 83 Commercial Dev. Fund	334,643	439,373	430,280	473,291	453,300	454,300
North York Redevelopment Fund	-	-	-	14,000	1,275,000	1,752,200
B & I-Debt Service G.O. Bond Fund	2,946,900	2,926,849	2,924,620	9,893,080	2,869,060	2,831,325
B & I-Series 2006 Revenue Bond Fund	934,459	874,507	810,290	810,310	496,500	693,360
Glos Mausoleum Fund	233	130	150	210	220	250
Firemen's Pension Fund	4,789,704	3,183,134	2,309,370	3,100,634	1,954,936	2,427,900
Police Pension Fund	6,673,796	5,120,646	3,507,655	4,417,309	3,079,017	3,754,500
Working Cash Fund	192,398	192,320	193,050	192,210	195,000	198,500
Total Revenues	96,118,203	103,355,397	103,510,929	119,137,961	83,959,419	116,508,070

* Fund is inactive therefore fund balance and line item budget schedules are not included in the Capital Projects Funds section. Information is presented in summary schedules for balancing of interfund transfers.

**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET**

	2010-11 Actual	2011-12 Actual	2012-13		2013 Proposed	2014 Proposed
			Budget	Estimated		
TAXES						
General Fund	27,929,349	29,290,908	29,047,052	29,941,476	23,982,644	30,704,830
Capital Improvement Fund	1,869,838	1,980,222	1,947,850	1,981,400	1,350,400	2,049,300
Library Funds (Combined)	6,727,404	6,779,541	6,932,900	6,966,434	7,037,000	7,248,000
Redevelopment Projects Fund	2,792,789	2,761,461	2,575,000	3,019,060	2,274,000	2,209,000
Industrial Dev. Projects Fund	646,815	635,197	575,000	698,305	678,500	678,500
Rt. 83 Commercial Dev. Fund	334,123	437,320	429,500	469,480	451,300	451,300
North York Redevelopment Fund	-	-	-	-	-	2,200
	<u>40,300,318</u>	<u>41,884,649</u>	<u>41,507,302</u>	<u>43,076,155</u>	<u>35,773,844</u>	<u>43,343,130</u>
INTERGOVERNMENTAL						
General Fund	1,672,191	1,516,502	4,634,069	5,296,450	3,793,300	1,625,900
Capital Improvement Fund	2,700,641	2,813,754	3,395,520	3,161,200	2,762,600	3,385,200
Library Funds (Combined)	277,495	247,563	242,200	164,200	219,200	219,200
Motor Fuel Tax Fund	1,283,391	1,274,058	1,286,600	1,255,000	820,000	1,205,400
Redevelopment Projects Fund	-	-	840,000	619,000	-	-
Municipal Utility Fund	-	153,835	-	-	-	-
Parking System Fund	-	2,840,313	-	-	-	-
	<u>5,933,718</u>	<u>8,846,025</u>	<u>10,398,389</u>	<u>10,495,850</u>	<u>7,595,100</u>	<u>6,435,700</u>
LICENSES						
General Fund	2,547,696	2,577,511	2,667,500	2,687,417	1,813,900	2,762,350
	<u>2,547,696</u>	<u>2,577,511</u>	<u>2,667,500</u>	<u>2,687,417</u>	<u>1,813,900</u>	<u>2,762,350</u>
PERMITS						
General Fund	1,722,503	1,354,503	1,294,000	1,829,000	1,215,000	2,019,500
	<u>1,722,503</u>	<u>1,354,503</u>	<u>1,294,000</u>	<u>1,829,000</u>	<u>1,215,000</u>	<u>2,019,500</u>
CHARGES FOR SERVICES						
General Fund	3,975,606	4,462,762	4,398,900	4,484,703	2,817,900	4,243,300
Library Funds (Combined)	133,726	129,848	141,000	124,500	88,700	125,000
Municipal Utility Fund	12,782,088	13,777,605	16,365,820	15,991,000	13,450,025	20,225,500
Parking System Fund	678,877	674,931	695,800	771,500	359,640	771,500
	<u>17,570,297</u>	<u>19,045,146</u>	<u>21,601,520</u>	<u>21,371,703</u>	<u>16,716,265</u>	<u>25,365,300</u>

**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET**

	2010-11	2011-12	2012-13		2013	2014
	Actual	Actual	Budget	Estimated	Proposed	Proposed
FINES & PENALTIES						
General Fund	1,129,798	1,259,092	1,158,300	1,049,500	707,100	1,053,600
Parking System Fund	153,611	296,579	192,000	219,000	164,000	219,000
	<u>1,283,409</u>	<u>1,555,671</u>	<u>1,350,300</u>	<u>1,268,500</u>	871,100	<u>1,272,600</u>
INTEREST INCOME						
General Fund	65,149	53,834	44,945	42,340	31,165	55,330
Capital Improvement Fund	87,858	82,345	42,405	35,275	22,735	31,320
Library Funds (Combined)	38,672	25,635	25,075	22,290	12,450	14,200
Motor Fuel Tax Fund	187	995	350	1,100	1,000	2,000
Municipal Utility Fund	105,466	101,057	39,930	38,730	31,900	56,825
Parking System Fund	1,129	728	50,000	1,910	25,000	16,000
Corporate Purpose-Series 2006 Fund	344	-	-	-	-	-
Corporate Purpose-Series 2008 Fund	36	-	-	-	-	-
Corporate Purpose-Series 2009 Fund	6,731	7,886	4,200	-	-	-
Corporate Purpose-Series 2009A Fund	7	-	-	-	-	-
Corporate Purpose-Series 2014 Fund	-	-	-	-	-	22,000
Stormwater Fund	846	1,029	2,350	1,500	1,400	1,000
Redevelopment Projects Fund	6,631	3,196	2,250	9,173	2,500	4,000
Industrial Dev. Projects Fund	2,579	4,809	3,540	5,613	1,200	600
Rt. 83 Commercial Dev. Fund	520	2,053	780	3,811	2,000	3,000
B & I-Series 2006 Revenue Bond Fund	934,459	874,507	810,290	810,310	496,500	693,360
Glos Mausoleum Fund	233	130	150	210	220	250
Firemen's Pension Fund	2,951,070	1,418,051	618,000	1,415,015	420,000	685,000
Police Pension Fund	4,097,906	2,687,201	1,096,000	1,979,510	727,000	1,090,500
Working Cash Fund	141	334	2,550	1,710	4,500	8,000
	<u>8,299,964</u>	<u>5,263,790</u>	<u>2,742,815</u>	<u>4,368,497</u>	1,779,570	<u>2,683,385</u>

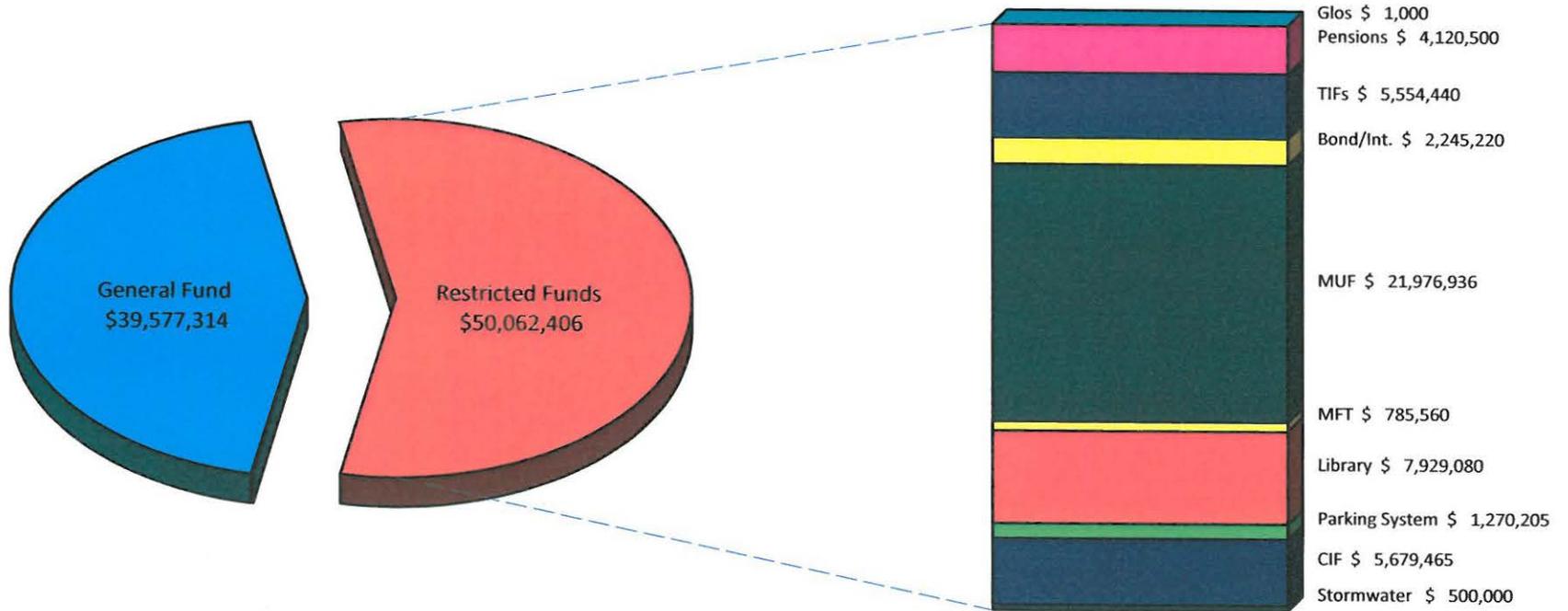
**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET**

	2010-11	2011-12	2012-13		2013	2014
	Actual	Actual	Budget	Estimated	Proposed	Proposed
OTHER INCOME						
General Fund	1,286,825	1,356,533	1,460,260	1,510,178	961,480	1,353,120
Capital Improvement Fund	(107,043)	241,694	483,200	280,000	403,200	240,000
Library Funds (Combined)	179,972	155,306	144,200	139,355	177,800	146,700
Municipal Utility Fund	896,779	464,454	417,930	485,782	266,400	415,500
Parking System Fund	295,186	123,147	185,270	75,520	56,274	75,770
Stormwater Fund	107,730	9,572	50,000	5,000	50,000	50,000
Redevelopment Projects Fund	23,812	24,100	15,000	34,000	-	-
Industrial Dev. Projects Fund	-	-	-	5,129	-	-
North York Redevelopment Fund	-	-	-	14,000	25,000	-
Firemen's Pension Fund	1,838,634	1,765,083	1,691,370	1,685,619	1,534,936	1,742,900
Police Pension Fund	2,575,890	2,433,445	2,411,655	2,437,799	2,352,017	2,664,000
	<u>7,097,785</u>	<u>6,573,334</u>	<u>6,858,885</u>	<u>6,672,382</u>	5,827,107	6,687,990
INTERDEPARTMENTAL INCOME						
General Fund	2,788,403	3,133,998	3,560,110	3,675,632	2,492,108	4,274,215
	<u>2,788,403</u>	<u>3,133,998</u>	<u>3,560,110</u>	<u>3,675,632</u>	2,492,108	4,274,215
INTERFUND TRANSFERS						
General Fund	2,498,922	4,145,020	5,082,620	4,286,320	3,454,500	4,187,400
Capital Improvement Fund	303,000	3,789,991	939,868	-	-	-
Library Funds (Combined)	1,485,108	1,671,738	1,871,000	1,871,000	1,791,365	1,895,270
Parking System Fund	-	-	221,500	221,500	220,000	809,405
Redevelopment Projects Fund	307,363	-	-	-	-	-
Stormwater Fund	840,560	395,186	300,000	100,000	100,000	3,000,000
B & I-Debt Service G.O. Bond Fund	2,946,900	2,926,849	2,924,620	9,893,080	2,869,060	2,831,325
Working Cash Fund	192,257	191,986	190,500	190,500	190,500	190,500
	<u>8,574,110</u>	<u>13,120,770</u>	<u>11,530,108</u>	<u>16,562,400</u>	8,625,425	12,913,900

**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET**

	2010-11	2011-12	2012-13		2013	2014
	Actual	Actual	Budget	Estimated	Proposed	Proposed
<u>BOND/LETTER OF CR. PROCEEDS</u>						
North York Redevelopment Fund	-	-	-	-	1,250,000	1,750,000
Corporate Purpose Series 2012 Fund	-	-	-	7,130,425	-	-
Corporate Purpose Series 2014 Fund	-	-	-	-	-	7,000,000
	-	-	-	7,130,425	1,250,000	8,750,000
Total Revenues	<u>96,118,203</u>	<u>103,355,397</u>	<u>103,510,929</u>	<u>119,137,961</u>	<u>83,959,419</u>	<u>116,508,070</u>

**CITY OF ELMHURST
 TOTAL EXPENSES BY FUND
 2013 PROPOSED BUDGET
 \$89,639,720**



CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET

	2010-11	2011-12	2012-13		2013	2014
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>	<u>Proposed</u>
Summary By Fund						
General Fund	44,015,585	46,562,597	52,906,617	51,765,104	39,577,314	51,900,285
Capital Improvement Fund	5,343,826	10,043,177	7,613,920	6,625,900	5,679,465	6,900,570
Library Funds (Combined)	8,604,144	9,066,227	9,637,600	9,556,174	7,929,080	10,093,390
Motor Fuel Tax Fund	1,074,120	1,160,686	1,389,180	1,212,510	785,560	1,339,320
Municipal Utility Fund	14,249,570	14,599,518	29,788,891	29,047,878	21,976,936	25,020,285
Parking System Fund	1,082,398	1,193,467	12,774,160	12,474,231	1,270,205	2,392,245
Corp. Purpose-Series 2006 Fund *	307,363	-	-	-	-	-
Corp. Purpose-Series 2008 Fund *	56,484	-	-	-	-	-
Corp. Purpose-Series 2009 Fund *	240,193	3,789,991	939,868	-	-	-
Corp. Purpose-Series 2009A Fund *	6,323	-	-	-	-	-
Corp. Purpose-Series 2012 Fund	-	-	-	7,130,425	-	-
Corp. Purpose-Series 2014 Fund	-	-	-	-	-	3,171,500
Stormwater Fund	801,098	335,405	450,000	125,000	500,000	3,000,000
Redevelopment Projects Fund	3,761,553	2,650,878	4,279,410	2,010,469	1,572,145	1,501,365
Industrial Dev. Project Fund	629,060	3,299	1,755,000	1,505,000	1,004,500	755,300
Rt. 83 Commercial Dev. Fund	79,213	78,896	1,576,515	83,515	1,592,795	90,680
North York Redevelopment Fund	-	-	-	52,000	1,385,000	1,888,500
B & I Debt Service G.O. Bond Fund	2,946,901	2,926,851	2,924,620	9,893,080	398,070	2,831,325
B & I-2006 Revenue Bond Fund	1,857,665	1,851,927	1,849,470	1,849,470	1,847,150	1,846,710
Glos Mausoleum Fund	-	-	1,000	-	1,000	1,000
Fire Pension Fund	1,918,434	1,892,144	2,120,925	2,110,500	1,543,500	2,527,000
Police Pension Fund	3,064,455	3,336,923	3,805,400	3,633,450	2,577,000	4,098,400
Working Cash Fund	-	-	-	-	-	-
Total Expenditures	<u>90,038,385</u>	<u>99,491,986</u>	<u>133,812,576</u>	<u>139,074,706</u>	<u>89,639,720</u>	<u>119,357,875</u>

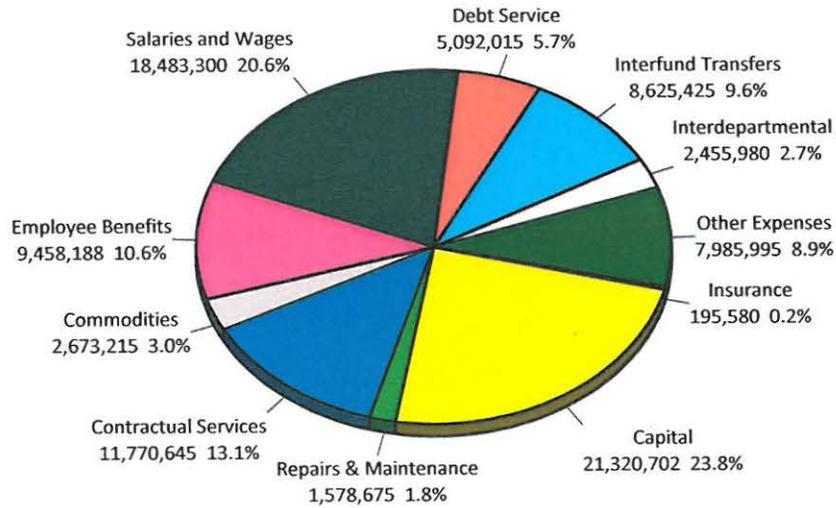
* Fund is inactive therefore fund balance and line item budget schedules are not included in the Capital Projects Funds section. Information is presented in summary schedules for balancing of interfund transfers.

CITY OF ELMHURST

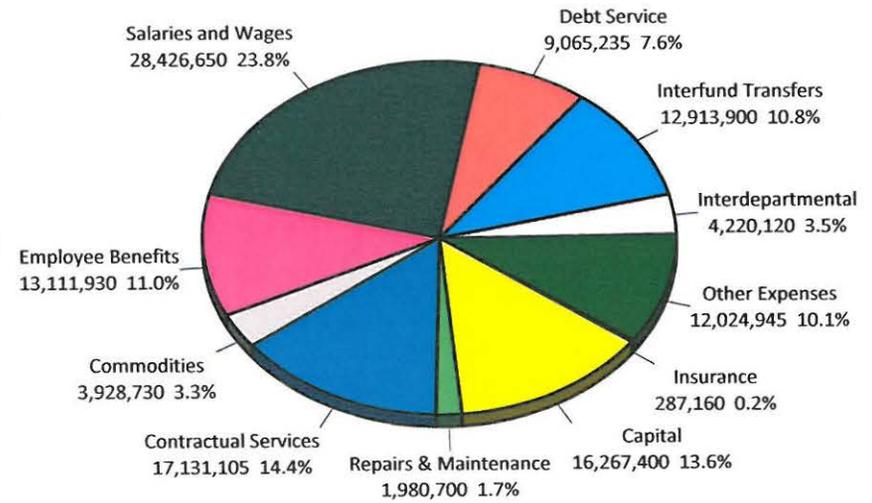
TOTAL EXPENDITURES BY CLASS - ALL FUNDS

2013 and 2014 PROPOSED BUDGETS

2013 PROPOSED BUDGET
\$89,639,720



2014 PROPOSED BUDGET
\$119,357,875



CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET

	2010-11	2011-12	2012-13		2013	2014
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>	<u>Proposed</u>
SALARIES AND WAGES						
General Fund	17,310,003	17,663,609	18,701,330	18,331,250	12,672,400	19,474,750
Library Funds (Combined)	3,008,515	3,008,548	3,140,800	3,151,409	2,166,000	3,346,000
Motor Fuel Tax Fund	891,518	796,551	950,300	836,300	579,400	894,600
Municipal Utility Fund	4,163,907	4,155,568	4,276,300	4,261,700	2,964,300	4,556,500
Parking System Fund	156,907	163,143	162,000	149,200	101,200	154,800
	<u>25,530,850</u>	<u>25,787,419</u>	<u>27,230,730</u>	<u>26,729,859</u>	18,483,300	<u>28,426,650</u>
EMPLOYEE BENEFITS						
General Fund	10,029,418	9,809,207	9,751,709	9,735,290	7,540,508	10,102,980
Library Funds (Combined)	730,920	747,169	791,000	808,900	578,000	891,500
Motor Fuel Tax Fund	182,602	164,420	196,280	176,710	126,160	194,720
Municipal Utility Fund	1,534,561	1,393,958	1,606,171	1,582,040	1,170,800	1,853,550
Parking System Fund	84,201	64,444	67,740	63,450	42,720	69,180
	<u>12,561,702</u>	<u>12,179,198</u>	<u>12,412,900</u>	<u>12,366,390</u>	9,458,188	<u>13,111,930</u>
CONTRACTUAL SERVICES						
General Fund	6,706,186	7,267,656	8,129,739	7,824,218	5,933,939	8,313,925
Library Funds (Combined)	592,469	471,610	556,900	444,715	475,150	452,150
Municipal Utility Fund	4,346,841	4,594,668	6,744,050	6,440,129	4,928,696	7,889,890
Parking System Fund	175,573	164,134	196,220	174,241	151,960	212,340
Redevelopment Projects Fund	97,819	114,036	100,000	112,000	71,000	50,300
Industrial Dev. Project Fund	4,060	3,299	5,000	5,000	4,500	5,300
Rt. 83 Commercial Dev. Fund	1,773	4,305	4,000	11,000	7,000	6,800
North York Redevelopment Fund	-	-	-	52,000	125,000	90,000
B & I-2006 Revenue Bond Fund	1,762	1,737	2,000	2,000	1,400	2,000
Fire Pension Fund	35,092	38,625	40,425	40,500	32,000	49,000
Police Pension Fund	45,609	48,889	50,400	54,000	40,000	59,400
	<u>12,007,184</u>	<u>12,708,959</u>	<u>15,828,734</u>	<u>15,159,803</u>	11,770,645	<u>17,131,105</u>

CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET

	2010-11	2011-12	2012-13		2013	2014
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>	<u>Proposed</u>
COMMODITIES						
General Fund	1,824,149	1,520,572	1,708,220	1,654,623	1,230,490	1,680,980
Library Funds (Combined)	1,010,934	1,001,837	1,079,100	1,074,100	808,500	1,127,000
Motor Fuel Tax Fund	-	199,715	242,600	199,500	80,000	250,000
Municipal Utility Fund	590,324	699,883	653,446	594,225	541,225	852,750
Parking System Fund	47,095	10,400	11,000	13,000	13,000	18,000
	<u>3,472,502</u>	<u>3,432,407</u>	<u>3,694,366</u>	<u>3,535,448</u>	<u>2,673,215</u>	<u>3,928,730</u>
REPAIRS & MAINTENANCE						
General Fund	794,073	785,858	920,000	873,583	772,930	937,250
Library Funds (Combined)	179,392	157,828	189,000	189,000	222,000	252,000
Municipal Utility Fund	332,238	353,687	675,700	628,700	530,245	625,450
Parking System Fund	44,486	145,356	218,200	212,000	52,500	165,000
Glos Mausoleum Fund	-	-	1,000	-	1,000	1,000
	<u>1,350,189</u>	<u>1,442,729</u>	<u>2,003,900</u>	<u>1,903,283</u>	<u>1,578,675</u>	<u>1,980,700</u>
OTHER EXPENSES						
General Fund	1,073,470	1,853,438	1,404,740	1,676,742	1,221,570	1,473,565
Library Funds (Combined)	55,590	57,056	67,500	63,750	42,700	77,200
Municipal Utility Fund	2,218,737	2,273,004	2,494,124	2,623,180	1,959,925	3,041,880
Parking System Fund	316,792	383,912	320,000	395,000	265,000	467,000
Redevelopment Projects Fund	558,571	537,356	490,000	553,684	448,300	448,300
Industrial Dev. Project Fund	615,000	-	-	1,500,000	-	-
Fire Pension Fund	1,883,342	1,853,519	2,080,500	2,070,000	1,511,500	2,478,000
Police Pension Fund	3,018,846	3,288,034	3,755,000	3,579,450	2,537,000	4,039,000
	<u>9,740,348</u>	<u>10,246,319</u>	<u>10,611,864</u>	<u>12,461,806</u>	<u>7,985,995</u>	<u>12,024,945</u>

CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET

	2010-11	2011-12	2012-13		2013	2014
	Actual	Actual	Budget	Estimated	Proposed	Proposed
INSURANCE						
General Fund	204,221	205,071	207,075	192,290	132,350	201,860
Library Funds (Combined)	27,225	28,472	33,000	32,000	27,000	30,000
Municipal Utility Fund	49,386	52,861	53,650	56,880	36,230	55,300
	<u>280,832</u>	<u>286,404</u>	<u>293,725</u>	<u>281,170</u>	<u>195,580</u>	<u>287,160</u>
CAPITAL						
General Fund	3,331,825	4,468,187	8,732,539	7,987,538	7,474,702	5,766,400
Capital Improvement Fund	-	3,500,000	-	-	-	-
Library Funds (Combined)	29,570	375,231	333,300	345,300	208,000	330,000
Municipal Utility Fund	-	-	11,400,000	11,275,479	8,763,000	4,071,000
Parking System Fund	-	-	11,000,000	11,000,000	-	-
Stormwater Fund	801,098	335,405	450,000	125,000	500,000	3,000,000
Redevelopment Projects Fund	1,113,666	80,532	3,225,000	890,100	625,000	600,000
Industrial Dev. Project Fund	10,000	-	1,750,000	-	1,000,000	750,000
Rt. 83 Commercial Dev. Fund	-	-	1,500,000	-	1,500,000	-
North York Redevelopment Fund	-	-	-	-	1,250,000	1,750,000
	<u>5,286,159</u>	<u>8,759,355</u>	<u>38,390,839</u>	<u>31,623,417</u>	<u>21,320,702</u>	<u>16,267,400</u>
DEBT SERVICE						
Library Funds (Combined)	1,484,421	1,546,738	1,576,000	1,576,000	1,610,365	1,692,270
Municipal Utility Fund	489,015	478,363	1,253,930	931,975	645,405	1,293,255
Parking System Fund	192,949	186,992	707,180	375,480	582,425	1,183,675
Redevelopment Projects Fund	1,529,717	1,458,204	-	-	-	-
North York Redevelopment Fund	-	-	-	-	10,000	48,500
Corp. Purpose-Series 2012 Fund	-	-	-	160,525	-	-
Corp. Purpose-Series 2014 Fund	-	-	-	-	-	171,500
B & I Debt Service G.O. Bond Fund	2,946,901	2,926,851	2,924,620	9,893,080	398,070	2,831,325
B & I-2006 Revenue Bond Fund	1,855,903	1,850,190	1,847,470	1,847,470	1,845,750	1,844,710
	<u>8,498,906</u>	<u>8,447,338</u>	<u>8,309,200</u>	<u>14,784,530</u>	<u>5,092,015</u>	<u>9,065,235</u>

CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2013 PROPOSED BUDGET

	2010-11	2011-12	2012-13		2013	2014
	Actual	Actual	Budget	Estimated	Proposed	Proposed
INTERDEPARTMENTAL						
General Fund	2,146,647	2,408,476	2,782,870	2,921,170	1,957,470	3,317,160
Municipal Utility Fund	524,561	597,526	631,520	653,570	437,110	780,710
Parking System Fund	64,395	75,086	91,820	91,860	61,400	122,250
	<u>2,735,603</u>	<u>3,081,088</u>	<u>3,506,210</u>	<u>3,666,600</u>	<u>2,455,980</u>	<u>4,220,120</u>
TRANSFERS TO OTHER FUNDS						
General Fund	595,593	580,523	568,395	568,400	640,955	631,415
Capital Improvement Fund	5,343,826	6,543,177	7,613,920	6,625,900	5,679,465	6,900,570
Library Funds (Combined)	1,485,108	1,671,738	1,871,000	1,871,000	1,791,365	1,895,270
Corp. Purpose-Series 2006 Fund	307,363	-	-	-	-	-
Corp. Purpose-Series 2008 Fund	56,484	-	-	-	-	-
Corp. Purpose-Series 2009 Fund	240,193	3,789,991	939,868	-	-	-
Corp. Purpose-Series 2009A Fund	6,323	-	-	-	-	-
Corp. Purpose-Series 2012 Fund	-	-	-	6,969,900	-	-
Corp. Purpose-Series 2014 Fund	-	-	-	-	-	3,000,000
Redevelopment Projects Fund	461,780	460,750	464,410	454,685	427,845	402,765
Industrial Dev. Project Fund	-	-	-	-	-	-
Rt. 83 Commercial Dev. Fund	77,440	74,591	72,515	72,515	85,795	83,880
B & I Debt Service G.O. Bond Fund	-	-	-	-	-	-
Working Cash Fund	-	-	-	-	-	-
	<u>8,574,110</u>	<u>13,120,770</u>	<u>11,530,108</u>	<u>16,562,400</u>	<u>8,625,425</u>	<u>12,913,900</u>
Total Expenditures	<u><u>90,038,385</u></u>	<u><u>99,491,986</u></u>	<u><u>133,812,576</u></u>	<u><u>139,074,706</u></u>	<u><u>89,639,720</u></u>	<u><u>119,357,875</u></u>

**Fund Balance and Net Asset Summary
Fiscal Year 2013 Budget**

Funds	Fiscal Year 2012/13 Estimates					
	Beginning Fund Balance/ Net Assets	Total Revenues	Total Expenses	Ending Fund Balance/ Net Assets	Change in Fund Balance/ Net Assets	% Change
<u>Governmental</u>						
General	8,954,080	51,136,416	48,098,504	11,991,992	3,037,912	33.9% (a)
Capital Improvement	7,934,914	5,457,875	6,625,900	6,766,889	(1,168,025)	-14.7%
<u>Special Revenue</u>						
Library Operating	1,533,091	7,689,159	7,684,709	1,537,541	4,450	0.3%
Library Gavin Fund	200,692	1,130	78,000	123,822	(76,870)	-38.3% (b)
Library Cap. Repl.	1,331,309	4,690	214,000	1,121,999	(209,310)	-15.7% (c)
Library Working Cash	1,548,566	5,270	-	1,553,836	5,270	0.3%
Library Emp. Appr.	27,460	11,530	3,000	35,990	8,530	31.1% (d)
Library G.O. Bond/Int.	-	1,576,000	1,576,000	-	-	0.0%
Motor Fuel Tax	419,155	1,256,100	1,212,510	462,745	43,590	10.4% (e)
<u>Capital Projects</u>						
Stormwater Fund	475,452	106,500	125,000	456,952	(18,500)	-3.9%
Redevelopment Proj.	943,130	3,681,233	2,010,469	2,613,894	1,670,764	177.2% (f)
Industrial Dev.	1,288,661	709,047	1,505,000	492,708	(795,953)	-61.8% (g)
Rt. 83 Comm. Dev.	384,488	473,291	83,515	774,264	389,776	101.4% (h)
North York Dev.	-	14,000	52,000	(38,000)	(38,000)	-
2012 Corp. Bond	-	7,130,425	7,130,425	-	-	-
2014 Corp. Bond	-	-	-	-	-	-
<u>Bond and Interest</u>						
Debt Serv. G.O. Bonds	-	9,893,080	9,893,080	-	-	0.0%
2006 Rev. Refunding	13,950,363	810,310	1,849,470	12,911,203	(1,039,160)	-7.4%
<u>Enterprise Funds</u>						
Municipal Utility	56,632,937	28,209,021	29,047,878	55,794,080	(838,857)	-1.5%
Parking System	11,809,034	12,484,425	12,474,231	11,819,228	10,194	0.1%
<u>Trust and Agency</u>						
Glos Mausoleum	34,329	210	-	34,539	210	0.6%
Fire Pension	29,901,853	3,100,634	2,110,500	30,891,987	990,134	3.3%
Police Pension	46,970,256	4,417,309	3,633,450	47,754,115	783,859	1.7%
Working Cash	415,183	192,500	-	607,683	192,500	46.4% (j)
Total	184,754,953	138,360,155	135,407,641	187,707,467	2,952,514	1.6%

Notes/Explanation for changes in fund balance:

- (a) Increase due to positive variances in sales taxes, vacancies, snow removal and other positive variances in rev. and exp.
- (b) Transfer to Library Operating for visual education based on guidelines of designated funds.
- (c) Transfer to Library Operating for capital outlay.
- (d) Increase in LEA Fund due to sale of stock that was donated.
- (e) Increase in fund balance due to positive variance in snow removal due to mild winter.
- (f) Increase in Fund Balance due to reduced capital outlay due to parcels previously included in TIF I now in TIF IV.
- (g) Decrease due to anticipated distribution of surplus.
- (h) Increase due to delay in capital outlay (land acquisition).
- (i) New funds.
- (j) \$190,500 transfer in from General Fund for partial repayment of \$950,000 borrowed by General Fund.

**Fund Balance and Net Asset Summary
Fiscal Year 2013 Budget**

Funds	Fiscal Year 2013 Projections					
	Beginning Fund Balance/ Net Assets	Total Revenues	Total Expenses	Ending Fund Balance/ Net Assets	Change in Fund Balance/ Net Assets	% Change
<u>Governmental</u>						
General	11,991,992	38,813,117	37,121,334	13,683,775	1,691,783	14.1% (a)
Capital Improvement	6,766,889	4,538,935	5,679,465	5,626,359	(1,140,530)	-16.9% (b)
<u>Special Revenue</u>						
Library Operating	1,537,541	7,708,800	6,137,715	3,108,626	1,571,085	102.2% (a)
Library Gavin Fund	123,822	700	78,000	46,522	(77,300)	-62.4% (c)
Library Cap. Repl.	1,121,999	3,000	100,000	1,024,999	(97,000)	-8.6% (d)
Library Working Cash	1,553,836	3,450	-	1,557,286	3,450	0.2%
Library Emp. Appr.	35,990	200	3,000	33,190	(2,800)	-7.8%
Library G.O. Bond/Int.	-	1,610,365	1,610,365	-	-	0.0%
Motor Fuel Tax	462,745	821,000	785,560	498,185	35,440	7.7%
<u>Capital Projects</u>						
Stormwater Fund	456,952	151,400	500,000	108,352	(348,600)	-76.3% (e)
Redevelopment Proj.	2,613,894	2,276,500	1,572,145	3,318,249	704,355	26.9% (f)
Industrial Dev.	492,708	679,700	1,004,500	167,908	(324,800)	-65.9% (g)
Rt. 83 Comm. Dev.	774,264	453,300	1,592,795	(365,231)	(1,139,495)	-147.2% (h)
North York Dev.	(38,000)	1,275,000	1,385,000	(148,000)	(110,000)	289.5% (i)
2012 Corp. Bond	-	-	-	-	-	- (j)
2014 Corp. Bond	-	-	-	-	-	- (j)
<u>Bond and Interest</u>						
Debt Serv. G.O. Bonds	-	2,869,060	398,070	2,470,990	2,470,990	0.0%
2006 Rev. Refunding	12,911,203	496,500	1,847,150	11,560,553	(1,350,650)	-10.5%
<u>Enterprise Funds</u>						
Municipal Utility	55,794,080	22,576,475	21,976,936	56,393,619	599,539	1.1%
Parking System	11,819,228	824,914	1,270,205	11,373,937	(445,291)	-3.8%
<u>Trust and Agency</u>						
Glos Mausoleum	34,539	220	1,000	33,759	(780)	-2.3%
Fire Pension	30,891,987	1,954,936	1,543,500	31,303,423	411,436	1.3%
Police Pension	47,754,115	3,079,017	2,577,000	48,256,132	502,017	1.1%
Working Cash	607,393	195,000	-	802,393	195,000	32.1% (k)
Total	187,707,177	90,331,589	87,183,740	190,855,026	3,147,849	1.7%

Notes/Explanation for changes in fund balance:

- (a) Increase in fund balance reflects full year property tax levy during 2013 eight month fiscal year.
- (b) Decrease in fund balance reflects full year of funded capital during 2013 eight month fiscal year.
- (c) Transfer to Library Operating for visual education based on guidelines of designated funds.
- (d) Transfer to Library Operating for capital outlay.
- (e) Decrease due to additional expenditures for engineering/analysis of stormwater flood control project.
- (f) Increase in fund balance due to timing of expenditures.
- (g) Decrease in fund balance due to capital outlay for land improvements.
- (h) Decrease in fund balance due to capital outlay for land acquisition.
- (i) Decrease in fund balance reflects no increment and expenditures for economic development incentive.
- (j) New funds.
- (k) \$190,500 transfer in from General Fund for partial repayment of \$950,000 borrowed by General Fund.

**Fund Balance and Net Asset Summary
Fiscal Year 2013 Budget**

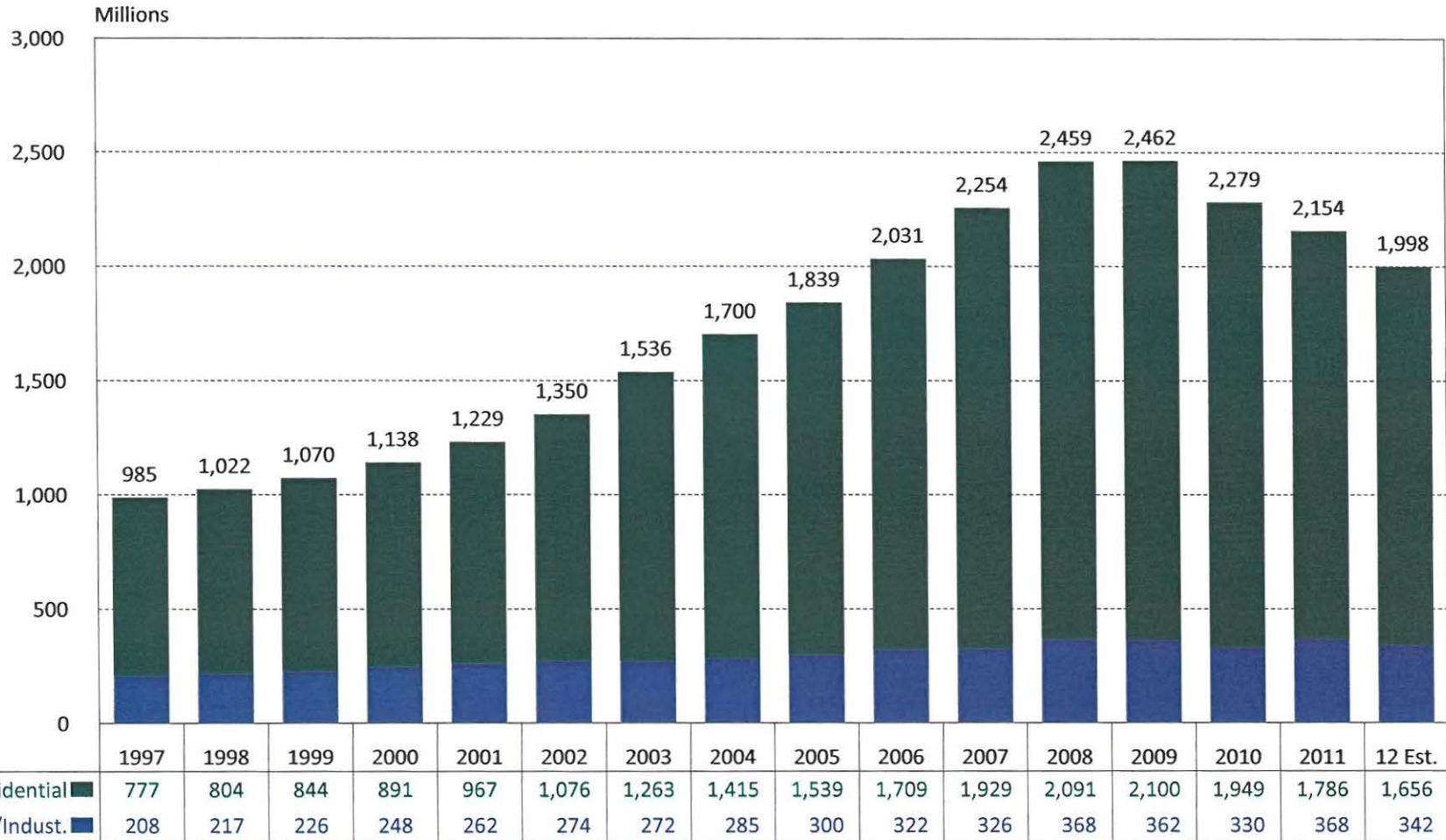
Funds	Fiscal Year 2014 Projections					
	Beginning Fund Balance/ Net Assets	Total Revenues	Total Expenses	Ending Fund Balance/ Net Assets	Change in Fund Balance/ Net Assets	% Change
<u>Governmental</u>						
General	13,683,775	48,060,425	47,681,165	14,063,035	379,260	2.8%
Capital Improvement	5,626,359	5,705,820	6,900,570	4,431,609	(1,194,750)	-21.2% (a)
<u>Special Revenue</u>						
Library Operating	3,108,626	7,946,500	8,198,120	2,857,006	(251,620)	-8.1%
Library Gavin Fund	46,522	1,000	-	47,522	1,000	2.1%
Library Cap. Repl.	1,024,999	3,000	200,000	827,999	(197,000)	-19.2% (b)
Library Working Cash	1,557,286	5,200	-	1,562,486	5,200	0.3%
Library Emp. Appr.	33,190	400	3,000	30,590	(2,600)	-7.8%
Library G.O. Bond/Int.	-	1,692,270	1,692,270	-	-	0.0%
Motor Fuel Tax	498,185	1,207,400	1,339,320	366,265	(131,920)	-26.5% (c)
<u>Capital Projects</u>						
Stormwater Fund	108,352	3,051,000	3,000,000	159,352	51,000	47.1% (d)
Redevelopment Proj.	3,318,249	2,213,000	1,501,365	4,029,884	711,635	21.4% (e)
Industrial Dev.	167,908	679,100	755,300	91,708	(76,200)	-45.4% (f)
Rt. 83 Comm. Dev.	(365,231)	454,300	90,680	(1,611)	363,620	-99.6% (g)
North York Dev.	(148,000)	1,752,000	1,888,500	(284,500)	(136,500)	92.2% (h)
2012 Corp. Bond	-	-	-	-	-	- (i)
2014 Corp. Bond	-	7,022,000	3,171,500	3,850,500	3,850,500	- (j)
<u>Bond and Interest</u>						
Debt Serv. G.O. Bonds	2,470,990	2,831,325	2,831,325	2,470,990	-	0.0%
2006 Rev. Refunding	11,560,553	693,360	1,846,710	10,407,203	(1,153,350)	-10.0%
<u>Enterprise Funds</u>						
Municipal Utility	56,393,619	25,256,725	25,020,285	56,630,059	236,440	0.4%
Parking System	11,373,937	2,463,805	2,392,245	11,445,497	71,560	0.6%
<u>Trust and Agency</u>						
Glos Mausoleum	33,759	250	1,000	33,009	(750)	-2.2%
Fire Pension	31,303,423	2,427,900	2,527,000	31,204,323	(99,100)	-0.3%
Police Pension	48,256,132	3,754,500	4,098,400	47,912,232	(343,900)	-0.7%
Working Cash	802,393	198,500	-	1,000,893	198,500	24.7% (k)
Total	190,855,026	117,419,780	115,138,755	193,136,051	2,281,025	1.2%

Notes/Explanation for changes in fund balance:

- (a) Decrease in fund balance due to transfer of funds for the new Addison Avenue Parking Deck.
- (b) Transfer to Library Operating for capital outlay.
- (c) Decrease due anticipated decrease in state shared motor fuel tax revenue due to reduction in fuel purchases.
- (d) Anticipates capital outlay for stormwater improvements funded by a G.O. Bond issue (see item j below).
- (e) Increase in fund balance due to timing of expenditures.
- (f) Decrease in fund balance due to capital outlay for land improvements.
- (g) Change in fund balance due to timing of expenditures.
- (h) Anticipates capital outlay (land acquisition) funded by the letter of credit.
- (i) Close out of fund.
- (j) Reflects proceeds of \$7M G.O. Bond and transfers for stormwater related capital improvements.
- (k) \$190,500 transfer in from General Fund for partial repayment of \$950,000 borrowed by General Fund.

CITY OF ELMHURST

Equalized Assessed Valuation 2013 Proposed Budget



Tax Levy/Assessed Values

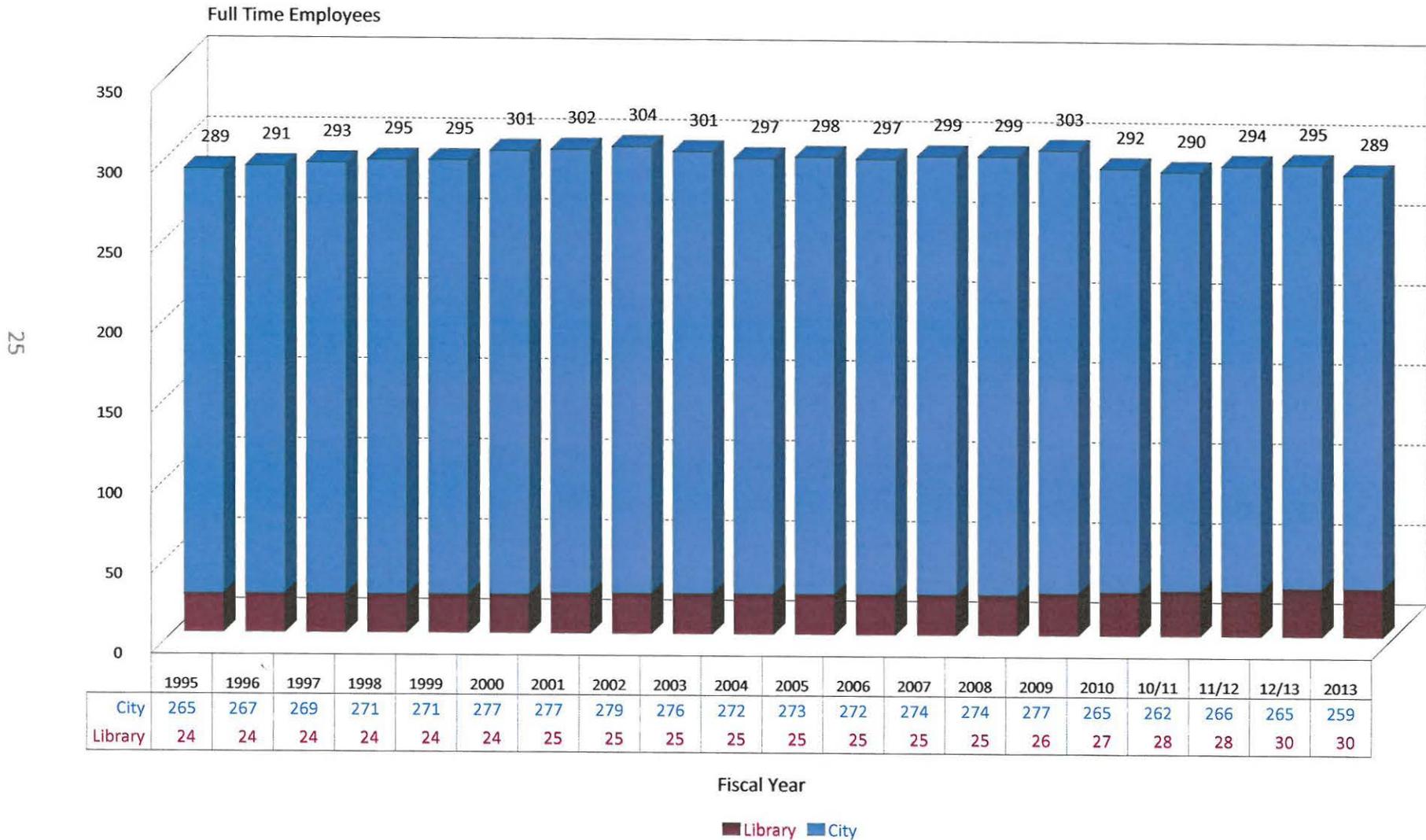
EAV decreased 11.4% for the five year period 2007 - 2012 (est.).
 EAV increased 67.0% for the five year period 2002 - 2007.
 EAV increased 37.1% for the five year period 1997 - 2002.

CITY OF ELMHURST
PROPERTY TAX RATES, EXTENSIONS AND ABATEMENTS

	2008 Actual Levy		2009 Actual Levy		2010 Actual Levy		2011 Actual Levy		2012 Estimated Levy	
	Rate	Amount	Rate	Amount	Rate	Amount	Rate	Amount	Rate	Amount
General Fund:										
Fire Protection	\$0.0724	\$1,780,599	\$0.1421	\$3,498,435	\$0.1900	\$4,330,374	\$0.2101	\$4,525,128	\$0.2107	\$4,209,934
Corporate							\$0.0094	\$202,457	0.0212	\$423,005
IMRF	0.0425	\$1,045,241	0.0446	\$1,098,031	0.0506	\$1,153,247	0.0282	\$607,371	0.0340	\$680,240
Social Security							0.0251	\$540,603	0.0271	\$541,200
Ambulance	0.0157	\$386,124	0.0120	\$295,434	0.0098	\$223,356	0.0061	\$131,382	0.0065	\$129,100
Fire Pension	0.0478	\$1,175,589	0.0584	\$1,437,781	0.0599	\$1,365,207	0.0601	\$1,294,432	0.0631	\$1,261,036
Police Pension	0.0632	\$1,554,335	0.0808	\$1,989,258	0.0815	\$1,857,503	0.0851	\$1,832,881	0.0964	\$1,926,082
Subtotal	0.2416	5,941,888	0.3379	8,318,939	0.3918	8,929,688	0.4241	9,134,253	0.4590	9,170,597
Library	0.2608	\$6,414,091	0.2737	\$6,738,365	0.2983	\$6,798,688	0.3309	\$7,126,914	0.3657	\$7,305,500
Debt Service		-	0.0957	\$2,356,089	0.1060	\$2,415,893	0.1119	\$2,410,099	0.1149	\$2,296,047
Total	<u>\$0.5024</u>	<u>\$12,355,979</u>	<u>\$0.6116</u>	<u>\$17,413,394</u>	<u>\$0.6901</u>	<u>\$18,144,268</u>	<u>\$0.7550</u>	<u>\$18,671,266</u>	<u>\$0.9396</u>	<u>\$18,772,144</u>
Assessed Valuation		\$2,459,390,872		\$2,461,953,003		\$2,279,144,366		\$2,153,797,013		\$1,997,878,064
Tax Increment Financing I:										
Assessed Valuation Increment		\$38,329,242		\$35,463,275		\$31,932,625		\$31,621,455		\$29,249,846
TIF Rate Extended		<u>4.5853/6.4182</u>		<u>4.8787/6.6697</u>		<u>5.4604/7.3458</u>		<u>5.9212/7.9045</u>		<u>5.4604/7.3458</u>
Real Estate Tax Increment		\$2,356,592		\$2,271,451		\$2,256,596		\$2,416,883		\$2,050,000
Tax Increment Financing II:										
Assessed Valuation Increment		\$14,091,914		\$13,231,914		\$11,530,784		\$11,516,534		\$10,428,380
TIF Rate Extended		<u>4.6316</u>		<u>4.9241</u>		<u>5.5138</u>		<u>6.0635</u>		<u>5.5138</u>
Real Estate Tax Increment		\$652,681		\$651,553		\$635,784		\$698,305		\$575,000
Tax Increment Financing III:										
Assessed Valuation Increment		\$8,877,220		\$8,877,220		\$8,008,940		\$7,821,800		\$7,865,724
TIF Rate Extended		<u>4.5853</u>		<u>4.8787</u>		<u>5.4604</u>		<u>6.0022</u>		<u>5.4604</u>
Real Estate Tax Increment		\$407,047		\$433,093		\$437,320		\$469,480		\$429,500
Tax Abatements for Debt Service										
O Corp Series 01		990,830		-		-		-		-
P Corp Series 02		644,520		-		-		-		-
Q Corp Series 03		735,903		280,015		280,195		260,223		243,803
R Corp Series 04		725,270		364,313		363,571		358,837		253,508
S Corp Series 05		326,688		958,771		1,017,267		1,067,682		1,243,797
T Corp Series 06		650,938		436,849		435,801		439,466		318,080
U Corp Series 08		904,911		74,284		68,656		68,477		94,674
V Corp Series 09		728,635		439,548		368,103		367,171		368,578
W Corp Series 09A		-		239,870		278,595		281,125		97,506
X Corp Series 12		-		-		-		-		210,216
Total Abatements for Debt Service		5,707,695		2,793,650		2,812,188		2,842,981		2,830,162

CITY OF ELMHURST

History of Budgeted Full Time Personnel 2013 Proposed Budget



2013 As Proposed

CITY OF ELMHURST
PERSONNEL SUMMARY

	Actual 2010-11	Actual 2011-12	2012-13		2013 Proposed	2014 Proposed
			As Budgeted	Actual 02/14/13		
<u>CORPORATE</u>						
Administration	4.00	4.00	5.00	4.00	4.00	4.00
Finance	12.00	12.00	12.00	11.00	11.00	11.00
Human Resources	3.00	3.00	3.00	3.00	3.00	3.00
Information Technology	4.00	6.00	6.00	5.00	6.00	6.00
Planning & Zoning	1.00	2.00	1.00	1.00	1.00	1.00
Building	9.00	9.00	9.00	9.00	9.00	9.00
Museum	3.00	3.00	3.00	3.00	3.00	3.00
	<u>36.00</u>	<u>39.00</u>	<u>39.00</u>	<u>36.00</u>	<u>37.00</u>	<u>37.00</u>
<u>POLICE</u>						
Sworn						
Chief - Deputy Chiefs	3.00	3.00	3.00	3.00	3.00	3.00
Sergeants	10.00	11.00	10.00	10.00	10.00	10.00
Patrolmen	54.00	55.00	55.00	54.00	55.00	55.00
Subtotal	<u>67.00</u>	<u>69.00</u>	<u>68.00</u>	<u>67.00</u>	<u>68.00</u>	<u>68.00</u>
Civilian						
Service Officers	9.00	9.00	9.00	9.00	9.00	9.00
Parking Enforcement	2.00	2.00	2.00	2.00	2.00	2.00
Animal Control	1.00	-	-	-	-	-
Clerks	9.00	9.00	9.00	8.00	8.00	8.00
	<u>88.00</u>	<u>89.00</u>	<u>88.00</u>	<u>86.00</u>	<u>87.00</u>	<u>87.00</u>
<u>FIRE</u>						
Sworn						
Chief - Deputy Chief	2.00	2.00	2.00	2.00	2.00	2.00
Battalion Chiefs	3.00	3.00	3.00	3.00	3.00	3.00
Lieutenants	5.00	5.00	6.00	6.00	6.00	6.00
Firefighters	34.00	34.00	33.00	33.00	33.00	33.00
Subtotal	<u>44.00</u>	<u>44.00</u>	<u>44.00</u>	<u>44.00</u>	<u>44.00</u>	<u>44.00</u>
Civilian - Clerks	1.00	1.00	1.00	1.00	1.00	1.00
	<u>45.00</u>	<u>45.00</u>	<u>45.00</u>	<u>45.00</u>	<u>45.00</u>	<u>45.00</u>
<u>PUBLIC WORKS</u>						
Administration & Eng.	12.00	12.00	12.00	11.00	11.00	11.00
Street Maintenance	14.00	14.00	14.00	14.00	14.00	14.00
Forestry	11.00	11.00	11.00	11.00	9.00	9.00
Equipment Maintenance	10.00	10.00	10.00	10.00	10.00	10.00
Electrical	7.00	7.00	7.00	7.00	7.00	7.00
Treatment Plant	16.00	16.00	16.00	16.00	16.00	16.00
Utility Maintenance	19.00	19.00	19.00	18.00	19.00	19.00
Building Maintenance	4.00	4.00	4.00	3.00	4.00	4.00
	<u>93.00</u>	<u>93.00</u>	<u>93.00</u>	<u>90.00</u>	<u>90.00</u>	<u>90.00</u>
TOTAL FULL TIME (Excluding Library)	<u>262.00</u>	<u>266.00</u>	<u>265.00</u>	<u>257.00</u>	<u>259.00</u>	<u>259.00</u>
<u>LIBRARY</u>						
Full time	28.00	28.00	30.00	30.00	30.00	30.00
	<u>290.00</u>	<u>294.00</u>	<u>295.00</u>	<u>287.00</u>	<u>289.00</u>	<u>289.00</u>

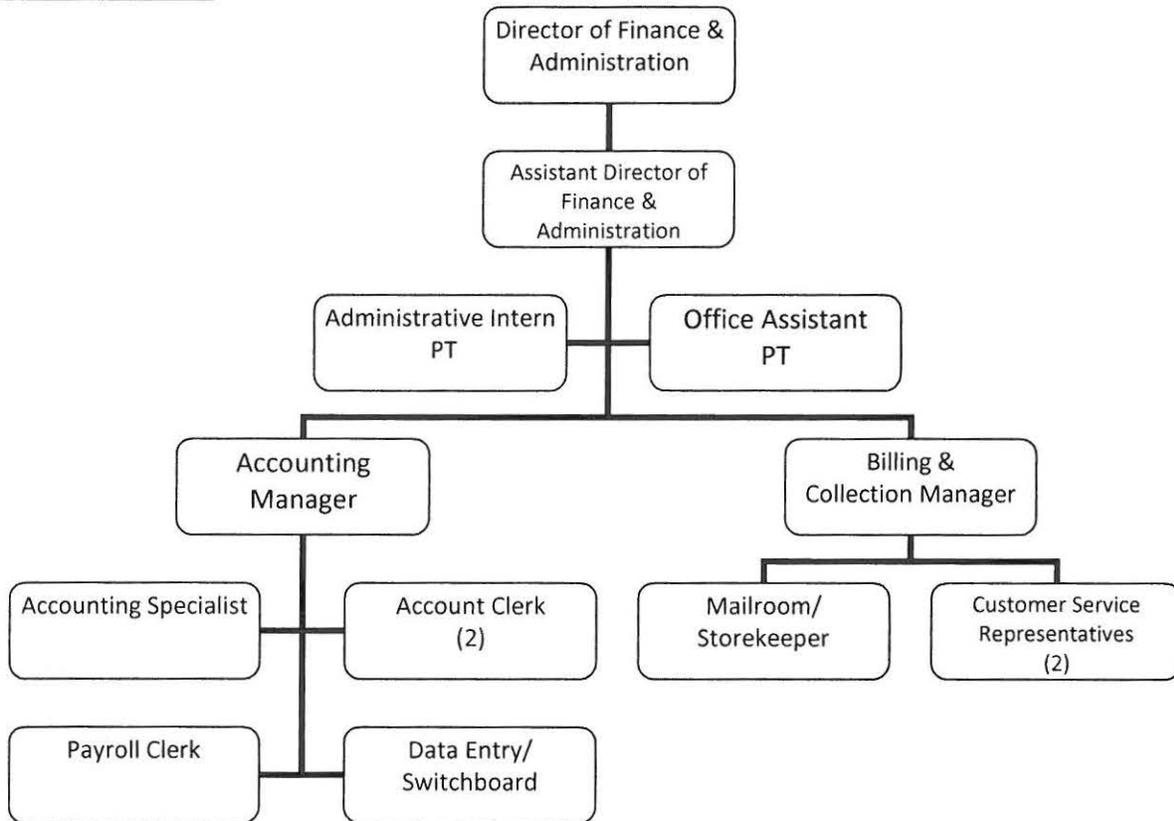
FY 2013 (MAY-DEC.)
FINANCE DEPARTMENT

Mission

The primary function of the Finance Department is to provide administrative support services to other city departments in the following areas:

- Accounting – to collect, invest and secure all city funds; to develop and maintain sound financial management information systems, policies and practices; and to safeguard city assets.
- Utility Billing- to provide general management for the utility billing, collections, and administrative customer service of the City-owned water and sewer utility.
- Parking System Administration - to provide general management for the collections and administrative customer service of the City-provided public parking system.
- Budget – to coordinate the city-wide budget and prepare all budget documents.

Organizational Chart



Accounting Division

The Accounting Division is responsible for maintaining the integrity of all financial systems and functions of the City. Collections, accounts payable, payroll, and cash management activities are all performed by the Accounting Division.

2012-2013 Accomplishments

- Received the GFOA Certificate of Achievement for Excellence in Financial Reporting Award for the twenty-third consecutive year.
- Received the GFOA Distinguished Budget Presentation Award for the sixth consecutive year.
- Completed a Request for Proposals process for risk management insurance broker services..
- Completed implementation of the electric aggregation program.
- Implemented conversion to a new collection agency.
- Assisted with implementation of BoardDocs paperless agenda system.
- Assisted with implementation of the Health Savings Account program.
- Assisted with implementation of the new rubbish toter program.
- Assisted with development of T.I.F. IV intergovernmental agreement.
- Completed the 2012 Citizens Survey.
- Began conversion process to a calendar year from a fiscal year.
- Implemented a Tax Increment Financing (T.I.F.) and Sales Tax Incentive Policy.
- Continued review and analysis of new T.I.F. districts.
- Continued review of parking fees and fines and reviewed alternative parking solutions in the Central Business District.
- Implemented intergovernmental agreement with Flagg Creek Water Reclamation District for the discontinuance of water service.
- Eliminated one full time position and replaced it with contract staff.

2013 Expectations

- Receive the GFOA Certificate of Achievement for Excellence in Financial Reporting Award for the twenty-fourth consecutive year.
- Receive the GFOA Distinguished Budget Presentation Award for the seventh consecutive year.
- Implement GASB Statement No. 63 *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position* and GASB Statement No. 65 *Items Previously Reported as Assets and Liabilities*.
- Begin implementation of GASB Statement No. 67 *Financial Reporting for Pension Plans*, and GASB No. 68 *Accounting and Financial Reporting for Pensions*.
- Complete asset appraisal for the Wastewater Treatment Plant and related structures.
- Review pension actuary services.
- Complete the conversion process to a calendar year from a fiscal year.
- Continue coordination of the electric aggregation program.
- Continue review and analysis of new Tax Increment Financing districts.
- Implement online purchase of parking permits.
- Issue General Obligation bonds to fund the Addison Avenue Deck project.
- Issue General Obligation bonds to fund the Southwest Elmhurst Wet Weather Control Facility and wastewater treatment plant infrastructure improvements.
- Review the Local Debt Recovery Program with the State of Illinois Comptroller's Office.
- Review convenience fee for online and telephone credit card transactions.
- Review credit card services.
- Review document handling procedures in conjunction with installation of a Document Management System.

- Complete a city-wide forms review and analysis.
- Complete water and sewer rate structure study.
- Review outsourcing of the utility billing print and mailing process.
- Review electronic email billing for utility bills.
- Review monthly billing for utility bills.
- Implement automated time-entry (payroll) system at City Hall and Public Works facilities.
- Begin review of Enterprise Resource Planning (ERP) system.
- Continue to review and monitor the General Fund financial position including expenditure reduction and revenue enhancement options.

Accounting Division (#110-2006)					
Summary of Expenditures					
Description	2011/12 Actual	2012/13 Budget	2012/13 Estimated	2013 Proposed	2014 Proposed
Salaries & Wages	388,777	391,800	395,200	280,900	428,800
Employee Benefits	262,344	280,530	267,120	180,730	274,340
Contractual Services	108,686	101,360	112,580	87,320	118,610
Commodities	26,717	27,500	27,950	29,250	29,650
Repairs & Maintenance	412	500	500	500	500
Other Expenses	7,230	10,230	9,630	9,530	14,985
Insurance	-	-	-	-	0
Capital Outlay	-	-	-	-	0
Interdepartmental Charges	115,722	103,030	100,650	67,240	144,040
Total Expenditures	909,888	914,950	913,630	655,470	1,010,925

Explanation of Expenditures

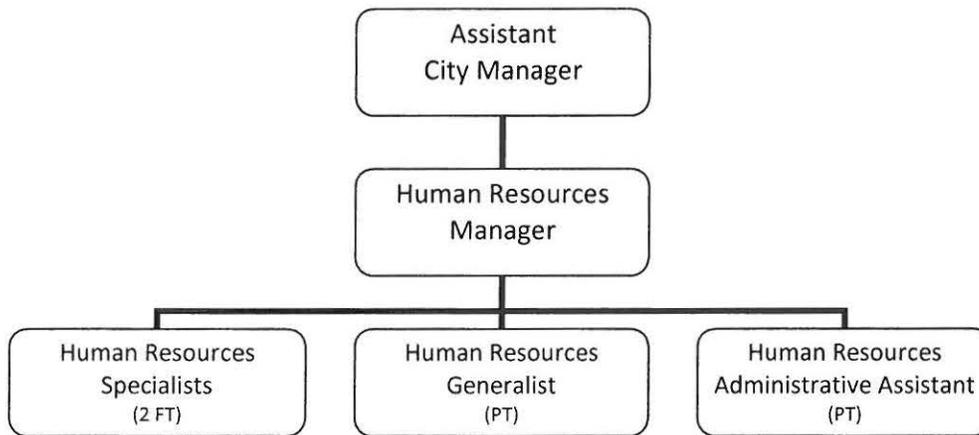
The 2013 Proposed budget is for an eight-month year, due to the conversion to a calendar fiscal year effective January 1, 2014. Therefore, comparison of the 2013 eight-month budget to either the 2012/13 Estimated or 2014 Proposed is generally not appropriate. The significant increase in Interdepartmental Charges in the 2014 Proposed budget is due to major capital projects in the IT department (see CEB page 91). The 2013 Proposed Commodities budget includes the replacement of mail inserter/folder machine.

FY 2013 (MAY-DEC.)
HUMAN RESOURCES DEPARTMENT

Mission

The Human Resources Department supports the organization's mission and ongoing strategic planning by managing employee and labor relations, recruitment & staffing planning including succession planning, benefits, performance management, compensation, employee communication programs, wellness initiatives, safety and security, training and development, employee engagement initiatives, retention programs, and work/life programs. The City's loss control - risk management program is administered by Human Resources, and includes general liability, workers' compensation, and employment and property loss control. The department ensures the review and compliance of contractual, state, and federal employment statutes. Human Resources also provide staff liaison support to the Board of Fire and Police Commissioners; administering the police and fire recruitment process and promotional process.

Organizational Chart



2012-2013 Accomplishments:

Strategic, Operational, and Resource Planning

- Continued identification of business strategies having human capital implications.

Compensation and Benefits

- Completed the Request for Proposal (RFP) process for the selection of a compensation study vendor.
- Continued benefits administration and ongoing employee services.
- Continued managing Wellness Committee and providing programs impacting benefit costs.
- Continued facilitating the Insurance Committee and carried out the initiatives.
- Conducted an Employee Health Fair promoting healthy behavior and information from local Elmhurst businesses and employee benefit vendors.

- Provided Biometric Health Screenings to employees and their families to identify health risks and promote healthy lifestyle changes.

Performance Management:

- Began review of the City's Performance Management Program.
- Performed job audits and updated job documentation.

Employee & Labor Relations

- Planned and delivered supervisory training.
- Administered police, fire, and public works labor contracts.
- Participated in Labor / Management Meetings.
- Administered the employee service award program recognizing employees for milestone years of service.

Talent Management

- Facilitated the Training Committee.
- Provided organization wide training programs.
- Implemented recruitment software-Applicant Tracking System (ATS) with shared services with the Library.
- Continued maximizing the organizations' ability to acquire and cultivate a high performing workforce through strong interdepartmental partnerships.
- Conducted Fire Fighter recruitment.
- Facilitated the Fire Promotional Process for Deputy Chief, Battalion Chief, and Lieutenant.
- Assisted in the Police Chief recruitment process.
- Recruited Police Crossing Guards and Part Time Police Officers.
- Conducted Police Sergeant promotion process.
- Recruited the Public Works summer seasonal employees.

Risk Management

- Managed workers' compensation, auto, and general liability claims.
- Provided work place safety training.

2013 Expectations

Strategic, Operational, and Resource Planning

- Continue identification of business strategies having human capital implications.
- Continue process improvement and project management initiatives.

Compensation and Benefits

- Evaluate and implement the results of the compensation study.
- Continue benefits administration and ongoing employee services.
- Continue managing Wellness Committee and providing programs that impact benefit costs.
- Continue facilitating the Insurance Committee and its initiatives.

Performance Management:

- Evaluate performance management program to assure alignment with City wide goals and objectives.
- Continue developmental program and performance improvement initiatives.

Employee & Labor Relations

- Continue supervisor/management/leadership training.

- Continue administration of police, fire, and public works labor contracts.
- Actively participate in regularly scheduled Labor Management Meetings.
- Administer the employee service award program recognizing employees for milestone years of service.
- Review and update policies and procedures.

Talent Management

- Facilitate the Training Committee.
- Provided organization wide training programs.
- Continued maximizing the organizations’ ability to acquire and cultivate a high performing workforce through strong interdepartmental partnerships.
- Continue Board of Fire and Police Commissioner Staff liaison support and administration.

Risk Management

- Manage workers’ compensation, auto, and general liability claims.
- Provide work place safety training.
- Conduct risk assessments.
- Review departmental Safety Committees’ processes.

Human Resources Department (#110-2007)					
Summary of Expenditures					
Description	2011/12 Actual	2012/13 Budget	2012/13 Estimated	2013 Proposed	2014 Proposed
Salaries & Wages	198,435	196,700	201,600	134,500	205,100
Employee Benefits	131,149	133,320	137,630	93,240	145,280
Contractual Services	36,243	167,440	163,470	47,130	73,230
Commodities	2,593	1,000	1,000	1,000	1,000
Repairs & Maintenance	-	-	-	-	0
Other Expenses	24,395	56,650	56,290	38,815	56,290
Insurance	-	-	-	-	0
Capital Outlay	-	-	-	-	0
Interdepartmental Charges	<u>57,861</u>	<u>44,160</u>	<u>43,140</u>	<u>28,820</u>	<u>61,730</u>
Total Expenditures	450,676	599,270	603,130	343,505	542,630

Explanation of Expenditures

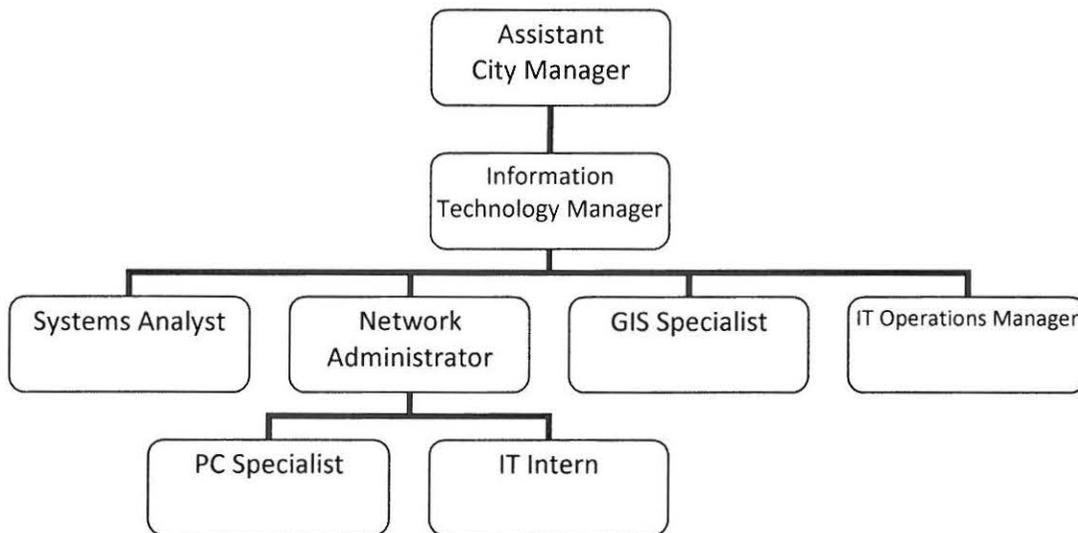
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FY 2013 (MAY-DEC.)
INFORMATION TECHNOLOGY DEPARTMENT

Mission

The Information Technology (IT) Department manages the city's computer, data and voice technology systems and provides maintenance/repair services to all city departments and employees. The IT Department secures and retains all City Data and provides for disaster recovery and data restoration. The IT Division also provides information and services to the citizens of Elmhurst through the city's website. The IT Division supports eight city facilities directly and other facilities, such as the Elmhurst Park District and School District indirectly. Some of the data services provided are Email, Internet, H.T.E. Financial Applications, GIS, Firehouse, NetRMS and various PC applications. The IT division also maintains the internal telecommunication systems that include Centrex analog/digital telephones, E911 database, voicemail, Verizon cell phones, CCTV, key fob door access systems, T1/Framerelay digital data circuits and iPhone and Android smart phones.

Organizational Chart



2012-2013 Accomplishments

- Installed new IBEAM Police Ticket system for electronic tickets.
- Replaced and migrated 131 Verizon phones City Wide with Verizon Service.
- Installed and implemented an iPad's for Police Detectives.
- Migrated Fire Dept. Vehicles from Motorola VRM System to Verizon Cell Cards.
- Conducted numerous software upgrades and enhancements citywide.
- Updated SSL certificates for webserver and webmail server.
- Researched and met with vendors on new and future IT products for the City.
- Installed 12 new Konica Minolta copiers citywide with scan, email, color and OCR options.

- Updated webserver with current content and special project information.
- Replaced CFA with Chevin Fleet Management System.
- Deploy citizen survey with online access and direct mailing.
- Compiled final data for Finance for Citizen's Survey.
- Replaced Ticket Track server.
- Replaced and upgrade ticket track client pc and handheld software.
- Upgraded L3 server and DVD burner pc and printer.
- Project planned the upgrade of 3 SCADA servers and 2.5 Ghz wireless system.
- Replaced IBM i5 with a new IBM i7 and migrated H.T.E data.
- Replaced DMS and ClicktoGov server with new servers and upgraded software.
- Upgrade to latest release of H.T.E for fiscal to calendar year conversion.
- Provided data access and testing for DuPage Election Commission.
- Completed 2,784 (est.) work orders to internal/external customers. (232 work orders a month. 9% increase from 2010/2011).
- Processed 3.9 million emails per year and 3,985 per day.
- Recycled 2537 lbs. of electronic equipment.
- Recycled 448 printer ink and toner cartridges.
- Recycled 60 Konica Minolta Copier Toners.
- Reduction of City Wide desktop printers from 140 to 85.

2013 Expectations

- Upgrade data closet at Garage and install new servers for CMMS.
- Implement a Citywide Document Management System (DMS) solution.
- Install new CMMS for Public Works Water and Utility Division.
- Start to Implement City Wide Strategic Technology Plan from NIU.
- Install new Time Clocks for Kronos Time and Attendance Server at City Garage.
- Migrate servers from Fire Station 1 to Fire Station 2.
- Provide data access and testing for DuPage Election Commission.
- Implement a City Wide Fiber network.
- Implement Museum online collections with eHive.
- Project plan new CCTV security system for Addison Deck development project.
- Replace Picture link server for AFIS Live Scan.
- Replace and upgrade Beast Server for evidence tracking at Police Dept.
- Research ALPR system for Police.

**Information Technology Department (#110-2008)
Summary of Expenditures**

Description	2011/12 Actual	2012/13 Budget	2012/13 Estimated	2013 Proposed	2014 Proposed
Salaries & Wages	404,890	529,800	449,900	351,300	536,100
Employee Benefits	163,676	177,900	163,380	119,240	188,700
Contractual Services	46,718	76,900	77,580	54,480	93,970
Commodities	68,103	83,000	73,000	54,750	73,000
Repairs & Maintenance	147,821	168,500	168,500	143,000	178,000
Other Expenses	5,048	5,800	5,500	7,850	8,000
Insurance	-	-	-	-	0
Capital Outlay	320,961	500,000	500,000	230,000	980,000
Interdepartmental Charges	-	-	-	-	0
Total Expenditures	1,157,217	1,541,900	1,437,860	960,620	2,057,770

Explanation of Expenditures

The 2013 Proposed budget is for an eight-month year, due to the conversion to a calendar fiscal year effective January 1, 2014. Therefore, comparison of the 2013 eight-month budget to either the 2012/13 Estimated or 2014 Proposed is generally not appropriate. The significant increase in Capital Outlay in the 2014 Proposed budget is due to major capital projects in the IT department (see CEB page 91). The increase in salaries from recent actual and estimated expenditures reflects full staffing anticipated for FY 2013.

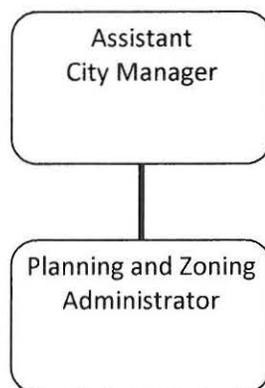
FY 2013 (MAY-DEC.)

COMMUNITY DEVELOPMENT DEPARTMENT – PLANNING AND ZONING DIVISION

Mission

The Planning and Zoning Division has primary responsibility for coordination of short and long-range planning activities and the administration of appropriate City ordinances to protect neighborhood character and enhance the quality of life within the context of the City’s Comprehensive Plan. Planning and Zoning Division staff serve as a resource to elected and appointed officials, as well as the community at large. Specific responsibilities include development site plan review, policy analysis, subdivision, and zoning code administration and enforcement, and general information processing relative to development and redevelopment within the community.

Organizational Chart



2012-2013 Accomplishments

- Provided assistance to Zoning and Planning Commission/Zoning Board of Appeals, the Development, Planning and Zoning Committee, and the City Council relative to zoning and planning approval requests. Zoning approval requests were processed for 15 applications, including the following key requests:
 - Mariano’s Grocery Variation
 - Elmhurst Bicycle Plan
 - Zoning Ordinance Text Amendment – New bicycle parking requirements
 - Kensington School Conditional Use
 - Conservation Design Forum Conditional Use
 - Immaculate Conception Church – Electronic Sign
 - Yard Variations for front porches and additions
- Continued implementation efforts of various recommendations in the 2006 Downtown Plan and the 2009 Comprehensive Plan including the following:
 - New Elmhurst Bicycle Plan
 - Coordinated efforts with City Manager regarding design of the Addison Street Parking Deck.

- Coordinated efforts with Department of Public Works regarding “Cultural Trail” concept plan and Cultural Plaza to link Downtown area with Cultural Campus area.
- Assist in the establishment of three proposed TIF Districts.

2013 - Expectations

- Provide assistance to City Manager and Assistant City Manager and other departments in the planning and review of proposed new development projects as well as redevelopment proposals in key areas of the City.
- Assist Zoning and Planning Commission/Zoning Board of Appeals in the processing and review of applications for zoning and planning approval.
- Continue to assist in development and enhancement of existing and proposed TIF districts.
- Work with business and building owners, Elmhurst City Centre and Chamber of Commerce to bring about additional retail improvements projects.
- Continue analysis of downtown parking issues/needs/alternatives as needed.
- Continue to implement Department’s strategic planning efforts. Review and update strategic plan where appropriate to respond to changing conditions.
- Continue to incorporate technological enhancements, such as GIS/mapping, website updates and e-mail options, into various departmental functions.
- Continue proposing and processing Zoning Ordinance text amendments to address a variety of land use and development issues.
- Review and amend Subdivision Ordinance as needed.
- Research usable statistics for Downtown (C4 and C4-A Districts), including daytime population, square foot area, etc.
- Work with Cultural Campus Collaborative to assist City’s planning efforts for Cultural Campus area.
- Where appropriate, pursue redevelopment opportunities in key areas including north York Street, North Avenue/Route 83, York/Vallette area, and other locations.

**Planning, Zoning & Economic Development (#110-3015)
Summary of Expenditures**

Description	2011/12 Actual	2012/13 Budget	2012/13 Estimated	2013 Proposed	2014 Proposed
Salaries & Wages	111,858	114,400	114,400	77,800	118,200
Employee Benefits	55,966	47,770	49,060	31,570	46,990
Contractual Services	223,618	226,350	235,870	138,590	181,390
Commodities	336	800	600	500	800
Repairs & Maintenance	-	-	-	-	-
Other Expenses	5,046	6,300	5,300	19,200	29,300
Insurance	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Interdepartmental Charges	75,086	29,440	28,760	19,210	41,160
Total Expenditures	471,910	425,060	433,990	286,870	417,840

Explanation of Expenditures

The 2013 Proposed budget is for an eight-month year, due to the conversion to a calendar fiscal year effective January 1, 2014. Therefore, comparison of the 2013 eight-month budget to either the 2012/13 Estimated or 2014 Proposed is generally not appropriate. The significant increase in Interdepartmental Charges in the 2014 Proposed budget is due to major capital projects in the IT department (see CEB page 91). The 2013 Proposed Other Expenses budget includes programs for economic development including broker events and email marketing campaigns.

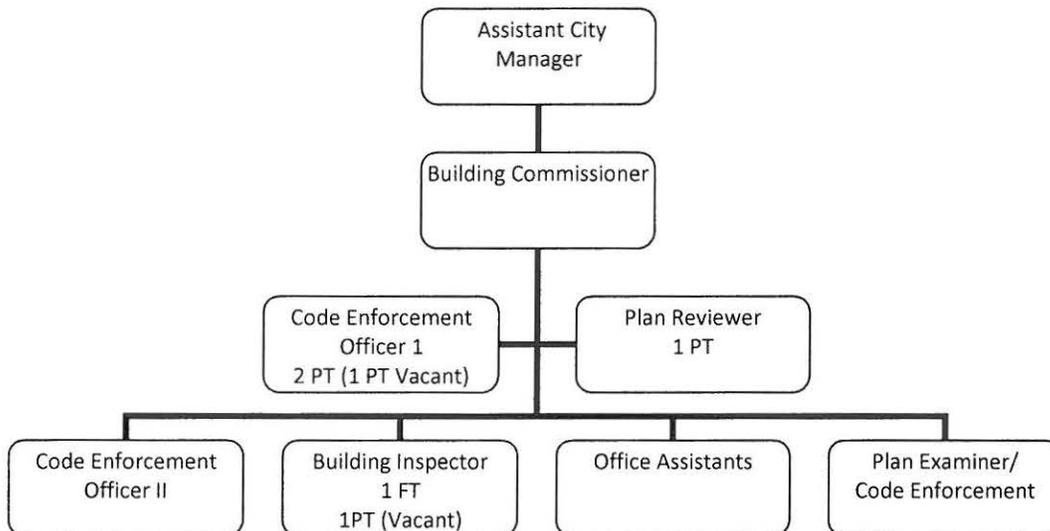
FY 2013 (MAY-DEC.)

COMMUNITY DEVELOPMENT DEPARTMENT - BUILDING AND CODE ENFORCEMENT

Mission

The primary mission of the Building and Code Enforcement Division is to effect the orderly processing of permit applications and subsequent inspections for all building activity and Public Works permit activity within the community; and also to monitor and pursue compliance with standards of the adopted codes. This mission is fulfilled by: 1) Monitoring all building activity within the community by means of plan review, permit issuance and construction inspection; 2) Counseling prospective builders and developers relative to code requirements and life/safety issues; and 3) Responding to complaints for violations of the Municipal, Property Maintenance, or series of adopted Building and Life Safety Codes. 4) Reviewing and issuance of Public Works permits, providing inspections and documenting that activity.

Organizational Chart



2012 - 2013 Accomplishments

- Utilized the Local Adjudication Hearing Process to remedy code enforcement issues and gain code compliance.
- Community Development Department continued the administration of Planning & Zoning with the Building Department and PW permits and inspections
- Enforced the International Code Council (ICC) series of building codes and City of Elmhurst amendments to those codes cases. Enforced the State mandated Energy Conservation Code.
- Updated the Building Department Procedure Manual as necessary.
- Monitored and inspected all commercial and residential construction activity in the City.
- Received all permit applications and processed for compliance with bonding and registration requirements.

- Reviewed all construction documents prior to issuance of permit for compliance with state, federal, and local codes.
- Assured that key issues of various codes relative to life safety, fire safety, plumbing, building construction and zoning were appropriately addressed.
- Performed permit tracking and issuance of all permits, as well as all inspections.
- Worked with real estate owners in the Central Business District to effect renovation and revitalization consistent with stated goals and objectives.
- Continued monitoring of single-family replacement activity.
- Assisted Virginia Lane Townhome Association in maintaining their property through funds provided by Special Service Area #3.
- Provided code enforcement activity to gain compliance relative to the Elmhurst Municipal Code, Property Maintenance Code and all other applicable codes and ordinances.
- Conducted meetings with developers and builders as required to promote a good working relationship and an understanding of Elmhurst codes early in the planning process.
- Coordinated with Fire Prevention Bureau personnel in a team effort to insure compliance in life safety matters.
- Offered alternatives and solutions to construction problems as issues arose that may not be covered specifically by code.
- Administered Facade Assistance Rebate Program and coordinated with Architectural Advisory Commission in that regard and the staff architectural review team for compliance with the building design guidelines of the downtown plan.
- Administered the Overhead Sewer Program.
- Maintained library of all current codes and disseminated information, as requested.
- Maintain the computer graphic archiving of all drawings and record documents.
- Established and implemented electronic plan review.

2013 Expectations

This department has several major projects that are under construction or will be coming to fruition for planning sessions, plan review, permit issuance and construction and/or occupancy. The projects are as follows:

- i. New Oncology Building at Elmhurst Memorial Hospital
- ii. Mariano's on York St.
- iii. Mc Master-Carr office remodeling
- iv. Parking Deck Project - 135 Addison Ave.
- v. Former Hospital – 200 Berteau Ave. - Redevelopment
- vi. Hahn Street Project - RFP
- vii. 26 New Townhouses @ Atrium
- viii. New Single Story Orthodontic Office @ 501 S. York

- Revise & re-write the Code Amendment Manual in coordination with the 2012 edition of the ICC Codes.
- Work thru the process with the City Council for the adoption of the 2012 edition of the ICC Series of Codes with Amendments
- Provide staff training on the significant changes to the new codes.
- Provide presentation for contractors on new code expectations
- Continue to enforce the ICC series of building codes with Elmhurst amendments.
- Relative to new homes, additions, etc., continue to process building permits, providing plan reviews and consulting with architects and developers.
- Perform all inspections relative to construction permits issued.
- Process all contractor registrations and bonds.
- Issue Certificates of Occupancy for completed projects.
- Coordinate with the DuPage County Health Department for all requirements relative to food handling establishments.
- Respond to complaints relative to property maintenance, nuisance, ordinance, or other code violations.
- Issue citations and appear in court as necessary to gain code compliance.
- Administer the Elevator Inspection Program with consultant.
- Issue elevator certificates twice per year and review inspections of same.
- Provide assistance to the City Manager and other departments, as required, for development projects.
- Continue to assist in the development of TIF II (Lake and Walnut) as well as other development possibilities such as the Hahn Street project.
- Work with real estate owners, City Centre and others to effect additional Façade Renovation projects.
- Process and issue all Public Works permits
- Administer the Overhead Sewer Program, review drawings, and applications, issue permits, and perform inspections.

**Building and Code Enforcement (#110-4025)
Summary of Expenditures**

Description	2011/12 Actual	2012/13 Budget	2012/13 Estimated	2013 Proposed	2014 Proposed
Salaries & Wages	442,006	442,400	430,300	291,700	445,700
Employee Benefits	256,419	269,610	257,540	170,800	264,680
Contractual Services	49,120	55,320	58,710	34,800	55,700
Commodities	3,885	14,460	11,800	3,650	4,950
Repairs & Maintenance	-	-	-	-	0
Other Expenses	3,657	3,450	4,725	5,000	7,150
Insurance	-	-	-	-	0
Capital Outlay	-	-	-	-	0
Interdepartmental Charges	-	44,160	43,140	28,820	61,730
Total Expenditures	755,087	829,400	806,215	534,770	839,910

Explanation of Expenditures

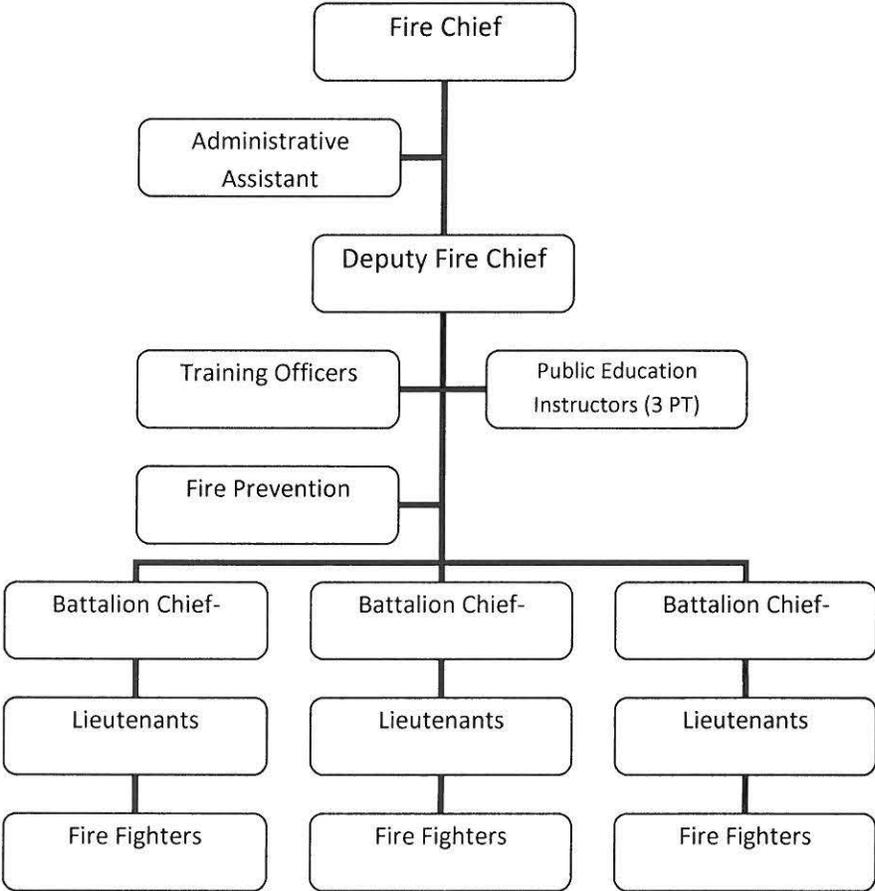
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FY 2013 (MAY-DEC.)
FIRE DEPARTMENT

Mission

The Elmhurst Fire Department consists of competent and valued professionals dedicated to providing life safety, emergency services, and educational programs for the protection of life and property in our community. The mission is accomplished by holding devotion to duty above personal safety and comfort, and continually challenging our members to enhance the quality of services provided.

Organizational Chart



2012-2013 Accomplishments

- The Elmhurst Fire Department responded of 6,635 emergency calls in 2012. Of that total, 3,293 were Fire calls and 3,342 EMS calls.
 - Fire calls include structure fires, rescue/emergency and other miscellaneous alarms such as; CO detectors, wires down, smoke-odor investigations, false alarms, alarm system malfunctions and mutual aid.
- The Elmhurst Fire Department was reviewed by the Insurance Services Office (ISO) and continues to hold a Class 2 rating which puts the Elmhurst Fire Department in the top 1% of all rated fire departments.
- Applied for and received Illinois American Water Works grant to offset the cost of officer development training.
- Applied for DHS Fire Act grant to purchase narrow band capable pagers.
- Applied for and received Illinois Department of Transportation grant to purchase car seat safety equipment and materials, as well as reimbursement for training.
- Continued installation of Wireless Radio Alarm network for commercial and multiple family dwellings.
- Purchased a Hurst rescue tool utilizing Foreign Fire Insurance Tax Funds and provided in-service training to each firefighter.
- Completed installation of Star-Comm radios and trained on procedures for new Dupage County Interoperable radio system.
- Completed scheduled replacement of (1) fire department vehicle with Hybrid model.
- Continued ride-a-long program with the Technology Center of Dupage for firefighters and EMT high school students.
- Continued and implemented a paperless fire inspection program used by firefighters and prevention personnel.
- Continued disaster/crisis planning and training with other city departments as well as with other outside agencies.
- Performed Fire Safety Inspections on of all commercial, industrial and multiple family occupancies for a total of 2,369 inspections during the year.
 - 1285 new violations were reported
 - 586 violations were corrected
- Pressure tested all fire department fire hose.
- Conducted NFPA pump tests on all fire department pumps.
- Conducted NFPA nondestructive test on fire department aerial ladders.
- Inspected all city fire hydrants.
- Continued live–fire training at training tower with all personnel as well as Mutual Aid fire departments.
- Completed annual respirator fit testing of all FD, PD and PW personnel.
- Continued training of City of Elmhurst Emergency Operations Center.
- Continued to support other city departments with training in safety, first aid, CPR, confined space and trench rescue.
- Continued Child Car Seat Safety Program with the inspection of 116 seats.

- Conducted fire safety training with Elmhurst 2nd and 3rd grade students, also utilized the Fire Safety Trailer.
- Conducted 4 honor guard classes at training tower classroom.
- Participated in the annual National Stand Down for Fire Fighter Safety and Health Day.

Public Education Division

- Presented the Learn Not to Burn program in all Elmhurst schools for Fourth Graders.
- Presented Cool Rules for Fire Safety program in all Elmhurst schools, also in Salt Creek School, and St. Demetrious School.
- Witnessed 42 fire drills at Elmhurst Schools, College, College dorms, Park District pre-schools, and senior living facilities.
- Presented fire safety pre-school program at York H.S
- Attended teacher appreciation day for 35 teachers.
- Participated in a program for Comcast cable television covering CPR and safety.
- Attended an autism awareness class.
- Conducted fire safety visits to Timothy Christian, Immanuel Lutheran, Visitation, and Bethel Church pre-school.
- Attended Touch a Truck program for the Elmhurst Park District.
- Organized annual Open House for Fire Prevention Week.
- Attended Career day at Churchville, Sandburg, and York.
- Attended and presented material at the Metra Safety Blitz.
- Presented at a babysitting class for residents of Elmhurst.
- Met with parents and students with special needs, to discuss evacuation process at York High School and Elmhurst College.
- Attended year end award ceremonies at all Elmhurst schools.
- Presented P.R.O.M (Please Return On Monday) program at York H.S and I.C H.S.
- Conducted safety program for seniors at Lexington Square, Green Castle.
- Conducted safety program for Special needs children at Early Childhood Development, Madison school.
- Conducted Fire Extinguisher programs for Elmhurst College, Hospital, Public Works and various businesses.
- Continued the mentoring program for students from COD and TCD schools.
- Presented numerous safety talks for pre-schools and private businesses such as; Kinder Castle, YMCA, Elmhurst Academy, and Courts Plus.
- Conducted safety talks for Ray Graham special needs adults and children.
- Safety town visits using the Safety Trailer and 9-1-1 simulator.
- Safety trailer also visited Elmhurst Park District pre-schools.

Fire Prevention Bureau

- In total, the Fire Prevention Bureau spent 1,118 hours in fire prevention activities, which includes consultations, inspections, and plan reviews.

- 40 new permits were issued.
- 27 sprinkler permits issued.
- Wireless radios have successfully been installed and are being billed.

2013 Expectations

- Continued purchase of needed radios/equipment and to train personnel on Dupage County Interoperable radio system.
- Repair Training Tower Burn room roof.
- Purchase a fire extinguisher training prop system.
- Continue to support the ride-a-long program with the Technology Center of DuPage for firefighters and EMT high school students.
- Develop and evaluate a paperless fire inspection program to be used by firefighters and fire prevention bureau personnel.
- Continue to update and add Radio Fire Alarms to the system.
- Continue disaster/crisis planning and training with other city departments by conducting tabletop exercises.
- Perform Fire Safety Inspections on 100% of all commercial, industrial and multiple family occupancies within the year.
- Inspect 100% of city fire hydrants within the year.
- Pressure test 100% of fire department fire hose.
- Conduct NFPA pump tests on all fire department pumps.
- Conduct NFPA nondestructive tests on 100% of all fire department aerial ladders.
- Apply for DHS Fire Act grant and other outside funding sources.
- Purchase a Hurst rescue tool for fire department rescue apparatus.
- Purchase SCBA bottles to replace those that have expired.
- Continue training with the City's Emergency Operations Center.
- Continue to support other city departments with training.
- Continue to replace and repair worn and outdated fire department equipment.
- Complete scheduled replacement of (1) one fire department vehicle.
- Continue the use of the fire-training tower for live fire training.
- Continue to work towards functional cooperation with surrounding fire east departments.
- Conduct training sessions at the old Elmhurst Hospital with members of our department, and members of the surrounding area.