



CITY OF ELMHURST
209 NORTH YORK STREET
ELMHURST, ILLINOIS 60126-2759
(630) 530-3000
www.elmhurst.org

STEVEN M. MORLEY
MAYOR
PATTY SPENCER
CITY CLERK
ELAINE LIBOVICZ
CITY TREASURER
JAMES A. GRABOWSKI
CITY MANAGER

To: Mayor Morley and City Council Members
From: James Grabowski, City Manager
Date: October 26, 2015
Re: Fiscal Year 2016 Budget

I am pleased to submit to the City Council the Fiscal Year 2016 Budget. The budget is typically the municipality's operational plan for the year, and for Elmhurst an outlook for two years.

The budget 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 2015 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.
- 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.

During the 2014/15 time frame the City Council and staff participated in a strategic planning process which incorporated ideas and thoughts from various Elmhurst stakeholder groups. The resulting top three issues which were made priorities include storm water (projects and policies), economic development, and sustaining the City's financial position. Additionally the goals of strengthening our communications to the community, removing barriers to the zoning process, and continuing technology upgrades in all departments were developed. This is the first budget where these priorities have been formally addressed.

The changes in the FY 2016 budget address these strategic priorities and focus on providing high quality service delivery in the most cost effective manner. In FY 2016, the total number of full time employees is budgeted to increase by one for the addition of an Economic Development Coordinator position, the adjustment from part time to full time for the Public Works Administrative Assistant position, the replacement of two part time Public Works Inspector positions with one full time position. These are offset by the reduction of a full time position in the Finance Department to part time position and by the reduction of a full time position in the Finance Department to a contract position. The addition of the Economic Development Coordinator position is necessary to be the point of contact in addressing the growing economic development opportunities for the City.

Currently the Public Works Administrative Assistant (AA) works with the PW Director and the City Engineer to coordinate limited project details and communication with residents. Additional responsibilities for the Public Works AA position will include maintaining the new storm water website and coordinating and tracking residential storm water programs. These programs include the Residential Storm Water Management Policy, Storm Water Management Incentive Policy, and the Storm Sewer Extension Program.

Since 2012 the Public Works inspector position has been shared by part-time employees. To date, four employees have come and gone with the current employee as a constant. In light of this I am proposing to go back to a full-time position to provide more timely inspections for builders and residents. Having one employee also provides more consistency in inspections and provides needed back-up for the Utility Locator position. We continue to review each position as it opens up in an effort to reduce future costs of pensions and other benefits that are associated with full time employees.

Proposed revenues for the City of Elmhurst for fiscal year 2016 total \$136,549,312. As indicated in the chart on page 8, the largest revenue source is sales, property and utility taxes, comprising \$47,513,295 or 35% of total revenues. Services charges of \$28,466,900, or 21% of total revenues, include \$22,795,300 for water and sewer service charges. 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. A property tax freeze could also negatively impact City revenues.

In the General Fund, the major operating fund of the City, the proposed budget expenditures are \$61,386,867 for the 2016 fiscal year. Proposed revenues to the General Fund are \$58,994,685 for FY 2016. This requires a use of fund balance of \$2,392,182, for a projected General Fund balance at the end of FY 2016 of \$18,723,901. It should be noted that \$1 million is transferred for storm water purposes, specifically for the voluntary home buyout program. Another \$1 million is G.O. debt being abated from the property tax bills and will need to be paid out of General Fund revenues or transfers. The remaining balance (\$18,723,901) complies with the City's fund balance goal policy of 25% - 33% of operating expenditures. An overview of Elmhurst's General Fund revenue sources is illustrated in the pie chart on page 110.

- Sales Taxes – FY 2016 municipal 1% sales tax (\$12,605,600) is projected to increase at the rate of 3.75% compared to prior year. 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. 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. We have been able to balance our reliance through economic development efforts to recruit other major sales tax generators such as Mariano's and Whole Foods. 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, has become a consistent and significant contributor to the General Fund. FY 2016 1% Prepared Food and Beverage Tax is projected to increase at a rate of 1% for a proposed budget of \$1,201,000.
- Property Taxes – The 2015 tax levy, which will be collected in the summer of 2016 (FY 2016) is budgeted to contain a 1% increase in the General Fund portion of the tax levy, a \$500,000 decrease in the debt service portion of the tax levy, consistent with the City Council's plan to reduce reliance on property tax to pay debt service and a significant increase (17.1%) in

the fire and police pension portion of the levy primarily due to changing to a more current mortality table.

- 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 2016 state income tax revenue reflects an increase at the rate of 3% over FY 2015.
- Local Motor Fuel Tax – The City Council approved a 1.5 cents per gallon local Motor Fuel Tax, effective October 1, 2010. The proposed FY 2016 local MFT revenue is \$312,000 and reflects an 8.0% increase compared to prior year primarily due to anticipated volume increase from a new gas station facility. The funds are designated for storm water system improvements.
- Utility Taxes – 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 continues to struggle due to the expanded use of the internet for telephone services and the reduction of land lines to homes. Telecommunications tax revenue is projected to remain flat in FY 2016. 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. A 1% increase in revenue is projected for FY 2016. The City also converted to a natural gas use tax of 1.5 cents per therm effective June 1, 2003. Gas use tax revenue is projected to increase 3% in FY 2016. 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.
- Rubbish Collection Revenue – During FY 2013, the City Council approved a five year contract with Allied Waste for curbside recycling and rubbish collection services. Projected revenues for FY 2016 reflect the terms and pricing of the 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 2016 is projected at \$1,860,200, and contemplates one hundred twenty-five 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 – Water rates continue to be impacted by significant water rate increases from DuPage Water Commission (DWC) and the City of Chicago. The FY 2016 budget reflects a 5% rate increase from DWC and the FY 2017 budget reflects a 10% DWC rate increase. Sewerage rates will be impacted by significant infrastructure replacement and upgrades in the collection system and at the wastewater treatment plant. These are due to age of infrastructure, EPA mandates and flood mitigation. A comprehensive water rate and sewer rate study was completed in spring 2014. A significant outcome of the study was development of a Capital Investment Recovery Charge (CIRC), to allow for funding of debt service costs based on meter size, and elimination of a minimum user charge.
- 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 the Addison parking deck is anticipated to be completed in FY 2015. Total revenue for the Parking System is projected to be \$2,107,950 for FY 2016, of which \$1,050,800 is attributable to daily and permit fees and reflects the addition of fee spaces for employee and daily fee parking in the Addison parking deck. The City Council has approved changes, effective January 1, 2016, to the permit/employee/shopper parking space arrangement in anticipation of the Addison parking deck coming on line.
- Motor Fuel Tax – A new State capital program was approved, and the City received an additional \$188,029 in FY 2014. This is similar to a program funded from 2009-2014. 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 use of these additional funds in FY 2016 and 2017, such costs will again be charged to the General Fund.

- Tax Increment Financing (T.I.F.) Revenues

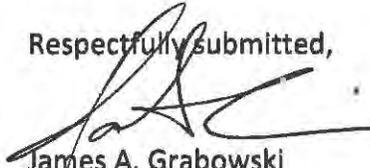
- 1) T.I.F. I/Central Business District Redevelopment – The property tax revenue, collected for the express purpose of financing the public side responsibilities of the Central Business District Redevelopment Plan, decreased slightly in FY 2015 due primarily to a decrease in E.A.V. The property tax revenue is projected to increase slightly in FY 2016 due to a projected increase in the equalized assessed value combined with an anticipated tax rate decrease compared to prior year. The FY 2016 budget includes improvements (plaza, landscaping, streetscaping) to the Schiller Court parking lot, and a surplus distribution of property tax increment. This T.I.F. expires December 31, 2021.
- 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. Plans call for land acquisition and redevelopment in FY 2016. This T.I.F. expires December 31, 2016.
- 3) T.I.F. III/Route 83 and St. Charles Commercial Development – The Tax Increment Financing revenues projected for this area are anticipated to be flat in fiscal 2016 due to a projected increase in the equalized assessed value combined with an anticipated tax rate decrease compared to prior year. 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. At this time, no distribution is budgeted for FY 2016 and FY 2017. This T.I.F. expires December 31, 2019.
- 4) T.I.F. IV/North York Redevelopment – Due to the timing of development within the T.I.F., a small property tax increment was received in FY 2015. Due to the projected small increase in E.A.V., the tax increment is projected to be flat for FY 2016. Expenditures in FY 2016 include public improvement costs associated with the Hahn/York Street redevelopment project. This is the City's newest established redevelopment area with an expiration of December 31, 2035.

Overall, the E.A.V. in Elmhurst is projected to increase for 2015, which was somewhat expected due to the economy and timing of property assessments. Looking at the real estate market, it appears that home prices continue to climb, and turn over in a timely fashion.

Following the results of the 2015 Strategic Plan, this budget emphasizes storm water relief through a number of projects and policies, economic development to continue Elmhurst's growth and it sustains the city's strong financial position. This is a sound fiscal plan for the City of Elmhurst for the next Fiscal Year and I request the Council's positive consideration.

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

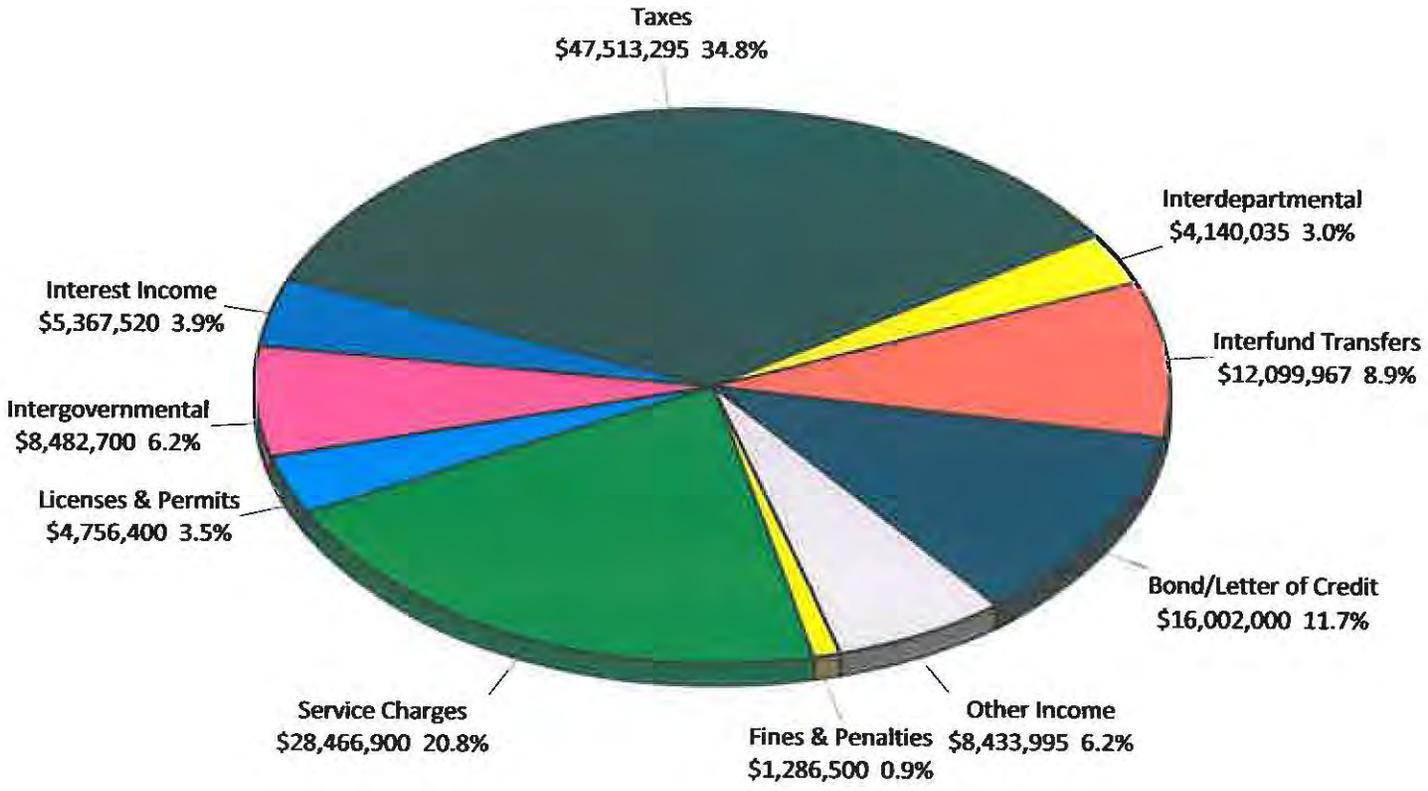
Respectfully submitted,



James A. Grabowski
City Manager

This page is intentionally left blank.

**CITY OF ELMHURST
TOTAL REVENUES - ALL FUNDS
2016 PROPOSED BUDGET
\$136,549,312**



**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET**

| | 2013 (8 Mo.) | 2014 | 2015 | | 2016 | 2017 |
|-------------------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| | Actual | Actual | Budget | Estimated | Proposed | Proposed |
| <u>Summary By Fund</u> | | | | | | |
| General Fund | 38,315,905 | 52,055,742 | 61,851,277 | 60,096,441 | 58,994,685 | 60,075,388 |
| Capital Improvement Fund | 3,951,597 | 5,709,488 | 5,859,586 | 6,378,050 | 6,834,650 | 6,512,350 |
| Library Funds (Combined) | 14,332,184 | 17,004,323 | 9,392,123 | 9,211,960 | 9,395,190 | 9,532,655 |
| Motor Fuel Tax Fund | 939,477 | 1,471,114 | 1,132,700 | 1,041,400 | 1,077,200 | 1,087,300 |
| Municipal Utility Fund | 11,892,408 | 17,925,879 | 22,554,780 | 20,174,485 | 23,308,840 | 24,931,170 |
| Parking System Fund | 530,698 | 1,275,038 | 1,967,830 | 1,960,445 | 2,107,950 | 2,429,585 |
| Corporate Purpose Series 2013 Fund | 2,232,750 | - | - | - | - | - |
| Corporate Purpose Series 2014A Fund | 26 | 1,448,501 | - | - | - | - |
| Stormwater Fund | 96,289 | 20,276 | 7,852,000 | 5,280,700 | 16,366,675 | 11,470,930 |
| Redevelopment Projects Fund | 2,181,838 | 2,090,212 | 2,329,400 | 2,068,415 | 2,217,300 | 2,220,500 |
| Industrial Dev. Projects Fund | 673,762 | 682,093 | 690,500 | 682,725 | 678,200 | 678,200 |
| Rt. 83 Commercial Dev. Fund | 476,271 | 482,620 | 488,500 | 517,190 | 507,600 | 512,500 |
| North York Redevelopment Fund | 78,202 | 722,870 | 2,985,000 | 2,962,700 | 1,302,000 | 330,000 |
| B & I-Debt Service G.O. Bond Fund | 2,370,374 | 8,464,879 | 2,447,655 | 2,437,420 | 2,685,062 | 3,836,667 |
| B & I-Series 2006 Revenue Bond Fund | 496,535 | 693,393 | 617,295 | 617,295 | 536,400 | 450,340 |
| Glos Mausoleum Fund | 58 | 102 | 150 | 100 | 100 | 100 |
| Firemen's Pension Fund | 3,711,539 | 4,305,665 | 4,006,760 | 8,926,260 | 4,165,300 | 4,361,700 |
| Police Pension Fund | 5,664,652 | 6,715,921 | 5,872,625 | 4,259,600 | 6,369,160 | 6,680,800 |
| Working Cash Fund | 192,332 | 193,400 | 5,000 | 2,000 | 3,000 | 5,000 |
| Total Revenues | 88,136,897 | 121,261,516 | 130,053,181 | 126,617,186 | 136,549,312 | 135,115,185 |

**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET**

| | 2013 (8 Mo.) Actual | 2014 Actual | 2015 | | 2016 Proposed | 2017 Proposed |
|-------------------------------|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | | Budget | Estimated | | |
| TAXES | | | | | | |
| General Fund | 25,028,772 | 33,062,624 | 33,439,447 | 33,573,204 | 34,221,070 | 34,047,860 |
| Capital Improvement Fund | 1,443,259 | 2,041,324 | 2,135,855 | 2,142,650 | 2,206,250 | 2,272,150 |
| Library Funds (Combined) | 6,970,093 | 7,140,577 | 7,143,000 | 7,143,000 | 7,250,000 | 7,394,900 |
| Stormwater | - | - | - | - | 314,675 | 1,418,930 |
| Redevelopment Projects Fund | 2,172,613 | 2,074,770 | 2,127,900 | 2,010,410 | 2,050,000 | 2,050,000 |
| Industrial Dev. Projects Fund | 671,020 | 677,141 | 690,000 | 677,725 | 677,700 | 677,700 |
| Rt. 83 Commercial Dev. Fund | 473,048 | 477,868 | 487,000 | 493,640 | 493,600 | 493,600 |
| North York Redevelopment Fund | 47,202 | 94,196 | 310,000 | 297,700 | 300,000 | 330,000 |
| | 36,806,007 | 45,568,500 | 46,333,202 | 46,338,329 | 47,513,295 | 48,685,140 |
| INTERGOVERNMENTAL | | | | | | |
| General Fund | 1,219,375 | 1,707,421 | 3,259,043 | 2,683,100 | 2,766,400 | 3,091,600 |
| Capital Improvement Fund | 2,330,749 | 3,379,450 | 3,450,131 | 3,743,600 | 4,356,000 | 3,971,600 |
| Library Funds (Combined) | 134,785 | 291,386 | 230,000 | 230,000 | 285,000 | 285,000 |
| Motor Fuel Tax Fund | 938,594 | 1,469,060 | 1,128,200 | 1,041,000 | 1,075,300 | 1,086,800 |
| Redevelopment Projects Fund | - | - | 29,000 | 29,000 | - | - |
| Municipal Utility Fund | - | - | 813,000 | 813,000 | - | - |
| Parking System Fund | - | - | - | 82,100 | - | - |
| | 4,623,503 | 6,847,317 | 8,909,374 | 8,621,800 | 8,482,700 | 8,435,000 |
| LICENSES | | | | | | |
| General Fund | 1,737,166 | 2,705,100 | 2,789,300 | 2,792,430 | 2,896,200 | 2,952,800 |
| | 1,737,166 | 2,705,100 | 2,789,300 | 2,792,430 | 2,896,200 | 2,952,800 |
| PERMITS | | | | | | |
| General Fund | 1,347,681 | 2,027,820 | 2,037,500 | 1,801,000 | 1,860,200 | 1,918,500 |
| | 1,347,681 | 2,027,820 | 2,037,500 | 1,801,000 | 1,860,200 | 1,918,500 |
| CHARGES FOR SERVICES | | | | | | |
| General Fund | 2,949,450 | 4,363,041 | 4,396,268 | 4,344,980 | 4,503,800 | 4,663,100 |
| Library Funds (Combined) | 85,760 | 121,288 | 120,400 | 120,400 | 117,000 | 117,000 |
| Municipal Utility Fund | 11,424,721 | 17,329,506 | 21,222,210 | 18,834,000 | 22,795,300 | 24,099,500 |
| Parking System Fund | 337,385 | 815,419 | 800,130 | 935,000 | 1,050,800 | 1,071,600 |
| | 14,797,316 | 22,629,254 | 26,539,008 | 24,234,380 | 28,466,900 | 29,951,200 |

**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET**

| | 2013 (8 Mo.) Actual | 2014 Actual | 2015 | | 2016 Proposed | 2017 Proposed |
|-------------------------------------|------------------------|------------------|------------------|------------------|-------------------------|------------------|
| | | | Budget | Estimated | | |
| FINES & PENALTIES | | | | | | |
| General Fund | 650,569 | 904,177 | 943,074 | 1,043,540 | 1,028,500 | 1,071,500 |
| Parking System Fund | 166,525 | 245,196 | 271,430 | 258,100 | 258,000 | 258,000 |
| | <u>817,094</u> | <u>1,149,373</u> | <u>1,214,504</u> | <u>1,301,640</u> | <u>1,286,500</u> | <u>1,329,500</u> |
| INTEREST INCOME | | | | | | |
| General Fund | 37,389 | (584,875) | 47,710 | 75,122 | 38,820 | 39,990 |
| Capital Improvement Fund | 25,159 | 41,416 | 33,600 | 32,600 | 32,400 | 28,600 |
| Library Funds (Combined) | 18,056 | (89,592) | 17,225 | 21,935 | 21,900 | 21,700 |
| Motor Fuel Tax Fund | 883 | 2,054 | 4,500 | 400 | 1,900 | 500 |
| Municipal Utility Fund | 32,554 | 31,968 | 30,960 | 18,600 | 20,200 | 19,275 |
| Parking System Fund | 2,881 | 11,653 | 7,930 | 6,000 | 2,500 | 2,500 |
| Stormwater Fund | 1,056 | 1,689 | 2,000 | 1,000 | 2,000 | 2,000 |
| Redevelopment Projects Fund | 9,225 | 15,442 | 12,800 | 15,700 | 14,300 | 17,500 |
| Industrial Dev. Projects Fund | 2,742 | 4,952 | 500 | 5,000 | 500 | 500 |
| Rt. 83 Commercial Dev. Fund | 3,223 | 4,752 | 1,500 | 1,100 | 3,000 | 7,900 |
| North York Redevelopment Fund | - | 5 | - | - | - | - |
| Corporate Purpose Series 2014A Fund | 26 | - | - | - | - | - |
| B & I-Series 2006 Revenue Bond Fund | 496,535 | 693,393 | 617,295 | 617,295 | 536,400 | 450,340 |
| Glos Mausoleum Fund | 58 | 102 | 150 | - | 100 | 100 |
| Firemen's Pension Fund | 2,204,039 | 2,253,726 | 1,900,000 | 6,812,500 | 1,910,000 | 2,000,000 |
| Police Pension Fund | 3,368,375 | 3,746,737 | 2,880,000 | 1,238,500 | 2,780,500 | 2,924,500 |
| Working Cash Fund | 1,307 | 2,781 | 5,000 | 2,000 | 3,000 | 5,000 |
| | <u>6,203,508</u> | <u>6,136,203</u> | <u>5,561,170</u> | <u>8,847,752</u> | <u>5,367,520</u> | <u>5,520,405</u> |

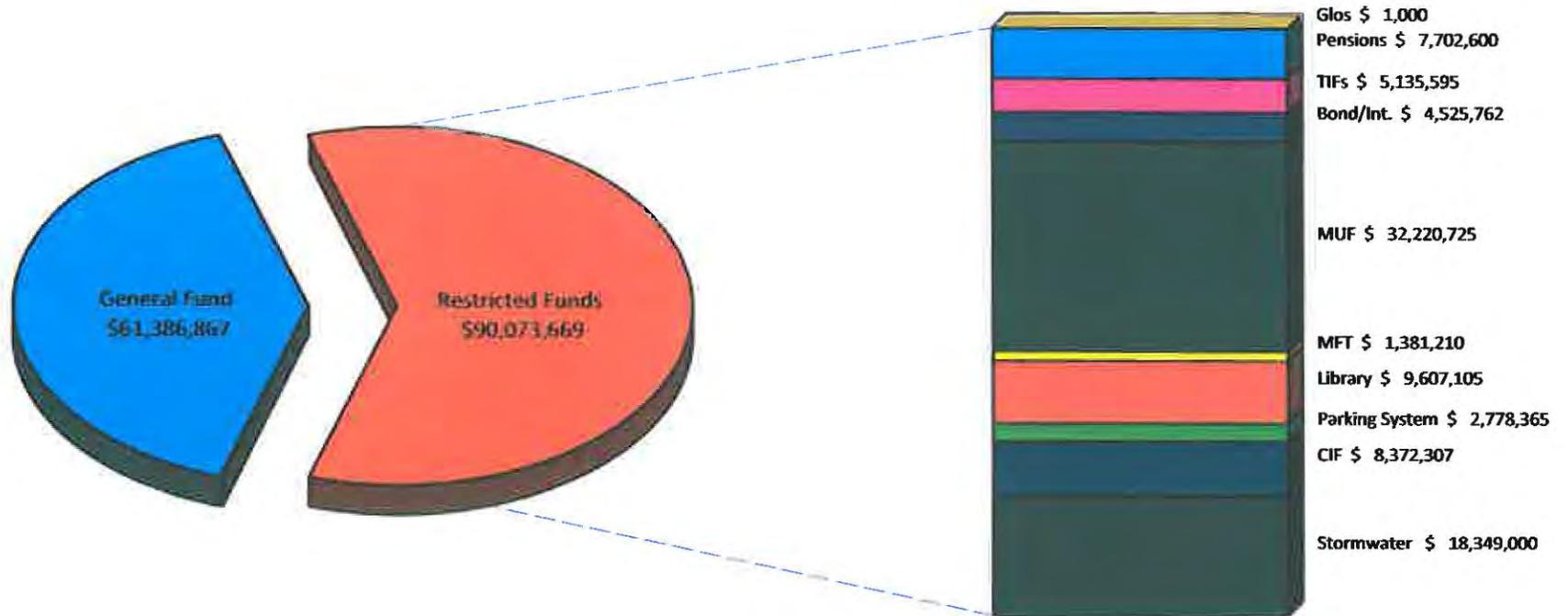
**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET**

| | 2013 (8 Mo.) Actual | 2014 Actual | 2015 | | 2016 Proposed | 2017 Proposed |
|-------------------------------------|------------------------|------------------|-------------------|-------------------|-------------------|-------------------|
| | | | Budget | Estimated | | |
| OTHER INCOME | | | | | | |
| General Fund | 1,028,285 | 1,837,983 | 1,663,245 | 1,850,970 | 1,423,910 | 1,617,710 |
| Capital Improvement Fund | 152,430 | 247,298 | 240,000 | 459,200 | 240,000 | 240,000 |
| Library Funds (Combined) | 182,649 | 274,343 | 136,700 | 136,700 | 110,200 | 110,200 |
| Municipal Utility Fund | 435,133 | 564,405 | 488,610 | 508,885 | 493,340 | 501,475 |
| Parking System Fund | 23,907 | 123,203 | 468,945 | 526,670 | 108,585 | 110,170 |
| Stormwater Fund | 7,705 | 18,587 | 50,000 | 10,000 | 50,000 | 50,000 |
| Redevelopment Projects Fund | - | - | 159,700 | 13,305 | 153,000 | 153,000 |
| Industrial Dev. Projects Fund | - | - | - | - | - | - |
| Rt. 83 Commercial Dev. Fund | - | - | - | 22,450 | 11,000 | 11,000 |
| North York Redevelopment Fund | 31,000 | 16,968 | 1,675,000 | 1,665,000 | - | - |
| Firemen's Pension Fund | 1,507,500 | 2,051,939 | 2,106,760 | 2,113,760 | 2,255,300 | 2,361,700 |
| Police Pension Fund | 2,296,277 | 2,969,184 | 2,992,625 | 3,021,100 | 3,588,660 | 3,756,300 |
| | <u>5,664,886</u> | <u>8,103,910</u> | <u>9,981,585</u> | <u>10,328,040</u> | <u>8,433,995</u> | <u>8,911,555</u> |
| INTERDEPARTMENTAL INCOME | | | | | | |
| General Fund | 2,191,511 | 3,152,127 | 4,718,640 | 4,231,295 | 4,140,035 | 4,170,040 |
| | <u>2,191,511</u> | <u>3,152,127</u> | <u>4,718,640</u> | <u>4,231,295</u> | <u>4,140,035</u> | <u>4,170,040</u> |
| INTERFUND TRANSFERS | | | | | | |
| General Fund | 2,125,707 | 2,880,324 | 8,557,050 | 7,700,800 | 6,115,750 | 6,502,288 |
| Capital Improvement Fund | - | - | - | - | - | - |
| Library Funds (Combined) | 1,611,387 | 1,717,262 | 1,744,798 | 1,559,925 | 1,611,090 | 1,603,855 |
| Municipal Utility Fund | - | - | - | - | - | 310,920 |
| Parking System Fund | - | 79,567 | 419,395 | 152,575 | 688,065 | 987,315 |
| Stormwater Fund | 87,528 | - | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| Corporate Purpose Series 2014A Fund | - | 23,298 | - | - | - | - |
| B & I-Debt Service G.O. Bond Fund | 2,370,374 | 2,440,471 | 2,447,655 | 2,437,420 | 2,685,062 | 3,836,667 |
| Working Cash Fund | 191,025 | 190,619 | - | - | - | - |
| | <u>6,386,021</u> | <u>7,331,541</u> | <u>14,168,898</u> | <u>12,850,720</u> | <u>12,099,967</u> | <u>14,241,045</u> |

**CITY OF ELMHURST, ILLINOIS
REVENUE SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET**

| | <u>2013 (8 Mo.) Actual</u> | <u>2014 Actual</u> | <u>2015</u> | | <u>2016 Proposed</u> | <u>2017 Proposed</u> |
|-------------------------------------|--------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| | | | Budget | Estimated | | |
| BOND/LETTER OF CR. PROCEEDS | | | | | | |
| Library Funds (Combined) | 5,329,454 | 7,549,059 | - | - | - | - |
| Corporate Purpose Series 2012 Fund | - | - | - | - | - | - |
| Corporate Purpose Series 2013 Fund | 2,232,750 | - | - | - | - | - |
| Corporate Purpose Series 2014A Fund | - | 1,425,203 | - | - | - | - |
| Stormwater Fund | - | - | 6,800,000 | 4,269,700 | 15,000,000 | 9,000,000 |
| North York Redevelopment Fund | 2,386,299 | 611,701 | 1,000,000 | 1,000,000 | 1,002,000 | - |
| B & I-Debt Service G.O. Bond Fund | - | 6,024,408 | - | - | - | - |
| | <u>9,948,503</u> | <u>15,610,371</u> | <u>7,800,000</u> | <u>5,269,700</u> | <u>16,002,000</u> | <u>9,000,000</u> |
| | | | | | | |
| Total Revenues | <u><u>90,523,196</u></u> | <u><u>121,261,516</u></u> | <u><u>130,053,181</u></u> | <u><u>126,617,086</u></u> | <u><u>136,549,312</u></u> | <u><u>135,115,185</u></u> |

**CITY OF ELMHURST
TOTAL EXPENSES BY FUND
2016 PROPOSED BUDGET
\$151,460,536**

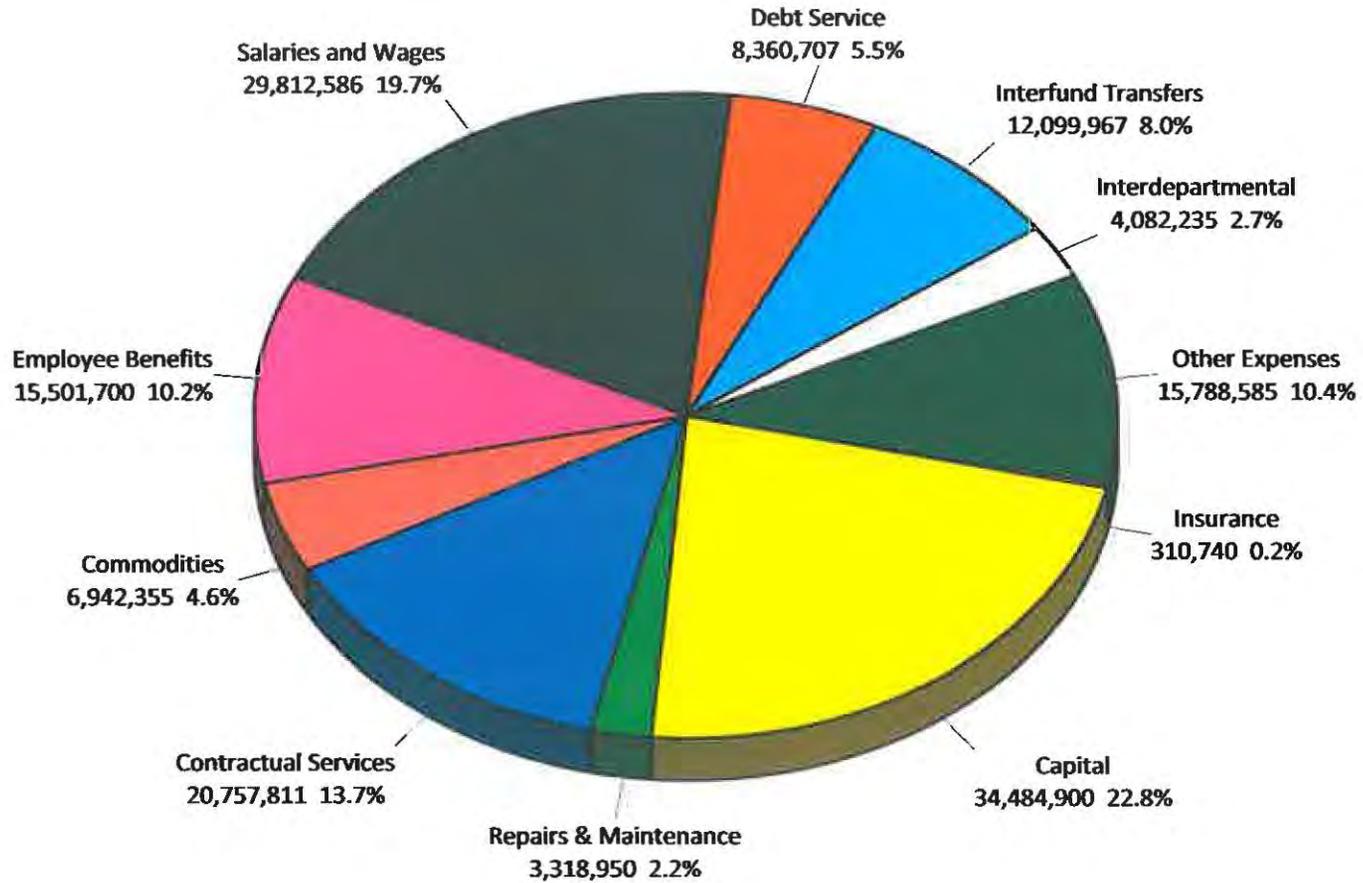


CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET

| | 2013 (8 Mo.) | 2014 | 2015 | | 2016 | 2017 |
|-----------------------------------|--------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| | <u>Actual</u> | <u>Actual</u> | <u>Budget</u> | <u>Estimated</u> | <u>Proposed</u> | <u>Proposed</u> |
| Summary By Fund | | | | | | |
| General Fund | 33,542,641 | 48,264,524 | 63,456,542 | 60,522,605 | 61,386,867 | 64,180,439 |
| Capital Improvement Fund | 4,085,037 | 4,435,583 | 10,416,820 | 9,283,515 | 8,372,307 | 9,287,872 |
| Library Funds (Combined) | 11,376,370 | 17,135,784 | 10,841,623 | 9,417,750 | 9,607,105 | 9,735,610 |
| Motor Fuel Tax Fund | 781,464 | 1,280,966 | 1,339,800 | 1,262,280 | 1,381,210 | 1,298,220 |
| Municipal Utility Fund | 12,125,696 | 18,430,119 | 43,771,535 | 41,074,731 | 32,220,725 | 36,949,035 |
| Parking System Fund | 764,566 | 1,285,352 | 16,899,570 | 16,703,880 | 2,778,365 | 2,876,265 |
| Corp. Purpose-Series 2013 Fund * | 2,232,750 | - | - | - | - | - |
| Corp. Purpose-Series 2014A Fund * | - | 1,448,528 | - | - | - | - |
| Stormwater Fund | 80,608 | 119,792 | 8,070,000 | 2,662,800 | 18,349,000 | 10,166,795 |
| Redevelopment Projects Fund | 472,143 | 1,273,142 | 3,721,365 | 2,061,631 | 3,089,075 | 2,892,815 |
| Industrial Dev. Project Fund | 1,501,607 | 1,538 | 2,480,200 | 2,491,000 | 691,000 | 691,000 |
| Rt. 83 Commercial Dev. Fund | 13,173 | 1,705,029 | 92,645 | 109,445 | 85,020 | 82,865 |
| North York Redevelopment Fund | 2,487,852 | 899,484 | 3,145,000 | 3,145,500 | 1,270,500 | 200,500 |
| B & I Debt Service G.O. Bond Fund | 397,945 | 8,885,213 | 2,447,655 | 2,437,420 | 2,685,062 | 3,836,667 |
| B & I-2006 Revenue Bond Fund | 1,846,833 | 1,846,580 | 1,846,180 | 1,846,180 | 1,840,700 | 1,840,100 |
| Glos Mausoleum Fund | - | - | 1,000 | - | 1,000 | 1,000 |
| Fire Pension Fund | 1,458,309 | 2,275,579 | 2,472,000 | 2,474,000 | 2,830,500 | 3,165,750 |
| Police Pension Fund | 2,581,489 | 4,026,825 | 4,643,000 | 4,503,900 | 4,872,100 | 5,269,500 |
| Working Cash Fund | - | - | - | - | - | 4,688 |
| Total Expenditures | <u><u>75,748,483</u></u> | <u><u>113,314,038</u></u> | <u><u>175,644,935</u></u> | <u><u>159,996,637</u></u> | <u><u>151,460,536</u></u> | <u><u>152,479,121</u></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
2016 PROPOSED BUDGET
\$151,460,536



CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET

| | 2013 (8 Mo.) <u>Actual</u> | 2014 <u>Actual</u> | 2015 | | 2016 <u>Proposed</u> | 2017 <u>Proposed</u> |
|------------------------------------|-------------------------------|-----------------------|-------------------|-------------------|-------------------------|-------------------------|
| | | | <u>Budget</u> | <u>Estimated</u> | | |
| <u>SALARIES AND WAGES</u> | | | | | | |
| General Fund | 12,402,159 | 18,806,105 | 20,141,980 | 19,923,258 | 20,837,086 | 21,738,775 |
| Library Funds (Combined) | 2,035,173 | 3,039,320 | 3,186,000 | 3,186,000 | 3,232,000 | 3,328,000 |
| Motor Fuel Tax Fund | 589,307 | 816,677 | 858,400 | 792,100 | 823,700 | 755,000 |
| Municipal Utility Fund | 2,856,901 | 4,379,151 | 4,608,900 | 4,497,700 | 4,751,800 | 4,929,100 |
| Parking System Fund | 96,402 | 156,475 | 162,000 | 161,200 | 168,000 | 174,400 |
| | <u>17,979,942</u> | <u>27,197,728</u> | <u>28,957,280</u> | <u>28,560,258</u> | 29,812,586 | 30,925,275 |
| <u>EMPLOYEE BENEFITS</u> | | | | | | |
| General Fund | 7,102,744 | 9,382,392 | 11,313,705 | 11,001,695 | 12,425,780 | 13,187,085 |
| Library Funds (Combined) | 557,033 | 890,463 | 941,000 | 941,000 | 968,000 | 984,000 |
| Motor Fuel Tax Fund | 135,020 | 174,698 | 178,100 | 202,180 | 172,910 | 158,620 |
| Municipal Utility Fund | 1,142,215 | 1,704,408 | 1,814,130 | 2,110,880 | 1,851,055 | 1,952,295 |
| Parking System Fund | 43,807 | 68,229 | 73,770 | 70,920 | 83,955 | 89,205 |
| | <u>8,980,819</u> | <u>12,220,190</u> | <u>14,320,705</u> | <u>14,326,675</u> | 15,501,700 | 16,371,205 |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| General Fund | 5,432,210 | 8,173,433 | 9,947,410 | 9,706,729 | 9,849,031 | 10,485,859 |
| Library Funds (Combined) | 365,014 | 420,278 | 469,100 | 454,100 | 459,200 | 461,800 |
| Municipal Utility Fund | 4,928,773 | 7,726,256 | 9,517,420 | 9,168,060 | 9,751,750 | 10,274,910 |
| Parking System Fund | 128,891 | 207,899 | 272,940 | 255,310 | 229,230 | 284,520 |
| Redevelopment Projects Fund | 58,202 | 96,006 | 100,200 | 101,000 | 101,000 | 101,000 |
| Industrial Dev. Project Fund | 1,607 | 1,538 | 5,200 | 16,000 | 16,000 | 16,000 |
| Rt. 83 Commercial Dev. Fund | 7,727 | 22,754 | 11,200 | 11,500 | 11,500 | 11,500 |
| North York Redevelopment Fund | 84,884 | 151,548 | 150,000 | 150,500 | 225,500 | 150,500 |
| B & I-2006 Revenue Bond Fund | 1,083 | 1,770 | 2,000 | 2,000 | 2,000 | 2,000 |
| Fire Pension Fund | 31,298 | 41,259 | 45,000 | 45,000 | 47,500 | 49,750 |
| Police Pension Fund | 42,331 | 44,832 | 68,000 | 62,000 | 65,100 | 68,500 |
| | <u>11,082,020</u> | <u>16,887,573</u> | <u>20,588,470</u> | <u>19,972,199</u> | 20,757,811 | 21,906,339 |

CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET

| | 2013 (8 Mo.) | 2014 | 2015 | | 2016 | 2017 |
|----------------------------------|------------------|-------------------|-------------------|-------------------|--------------------------|-------------------|
| | Actual | Actual | Budget | Estimated | Proposed | Proposed |
| COMMODITIES | | | | | | |
| General Fund | 1,012,174 | 1,564,736 | 1,805,390 | 1,566,250 | 1,810,905 | 1,807,900 |
| Library Funds (Combined) | 725,611 | 1,026,983 | 1,067,000 | 1,067,000 | 1,086,000 | 1,086,000 |
| Motor Fuel Tax Fund | 57,137 | 289,591 | 303,300 | 268,000 | 384,600 | 384,600 |
| Municipal Utility Fund | 360,775 | 457,644 | 848,350 | 512,091 | 3,611,850 | 2,513,350 |
| Parking System Fund | 3,097 | 6,303 | 32,000 | 32,000 | 49,000 | 49,000 |
| | <u>2,158,794</u> | <u>3,345,257</u> | <u>4,056,040</u> | <u>3,445,341</u> | <u>6,942,355</u> | <u>5,840,850</u> |
| REPAIRS & MAINTENANCE | | | | | | |
| General Fund | 593,866 | 1,085,013 | 1,148,750 | 1,155,050 | 1,152,250 | 1,083,150 |
| Library Funds (Combined) | 211,016 | 194,449 | 228,000 | 228,000 | 215,000 | 215,000 |
| Municipal Utility Fund | 270,462 | 335,071 | 1,117,140 | 674,740 | 1,591,700 | 877,200 |
| Parking System Fund | 39,844 | 103,287 | 360,000 | 437,800 | 359,000 | 187,000 |
| Glos Mausoleum Fund | - | - | 1,000 | - | 1,000 | 1,000 |
| | <u>1,115,188</u> | <u>1,717,820</u> | <u>2,854,890</u> | <u>2,495,590</u> | <u>3,318,950</u> | <u>2,363,350</u> |
| OTHER EXPENSES | | | | | | |
| General Fund | 873,249 | 1,852,393 | 1,931,477 | 2,088,505 | 1,833,535 | 1,865,845 |
| Library Funds (Combined) | 51,248 | 69,590 | 80,200 | 80,200 | 80,100 | 80,100 |
| Municipal Utility Fund | 1,797,124 | 2,660,037 | 3,344,415 | 3,533,535 | 3,596,950 | 4,002,600 |
| Parking System Fund | 255,388 | 383,083 | 649,125 | 649,125 | 603,000 | 575,400 |
| Redevelopment Projects Fund | 352,159 | 380,685 | 2,162,900 | 502,366 | 2,085,000 | 2,085,000 |
| Industrial Dev. Project Fund | 1,500,000 | - | - | - | - | - |
| Rt. 83 Commercial Dev. Fund | - | - | - | 16,500 | - | - |
| B & I-1998 Revenue Bond Fund | - | - | - | - | - | - |
| Fire Pension Fund | 1,427,011 | 2,234,320 | 2,427,000 | 2,429,000 | 2,783,000 | 3,116,000 |
| Police Pension Fund | 2,539,158 | 3,981,993 | 4,575,000 | 4,441,900 | 4,807,000 | 5,201,000 |
| | <u>8,795,337</u> | <u>11,562,101</u> | <u>15,170,117</u> | <u>13,741,131</u> | <u>15,788,585</u> | <u>16,925,945</u> |

CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET

| | 2013 (8 Mo.) | 2014 | 2015 | | 2016 | 2017 |
|-----------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Actual | Budget | Estimated | Proposed | Proposed |
| INSURANCE | | | | | | |
| General Fund | 137,276 | 172,925 | 198,910 | 209,470 | 216,410 | 223,770 |
| Library Funds (Combined) | 3,367 | 31,529 | 34,000 | 34,000 | 36,000 | 36,000 |
| Municipal Utility Fund | 26,463 | 67,928 | 59,190 | 56,310 | 58,330 | 60,450 |
| | 167,106 | 272,382 | 292,100 | 299,780 | 310,740 | 320,220 |
| CAPITAL | | | | | | |
| General Fund | 3,595,060 | 4,072,476 | 11,877,110 | 10,172,103 | 8,639,650 | 9,155,950 |
| Library Funds (Combined) | 207,019 | 707,496 | 1,536,000 | 312,000 | 375,000 | 340,000 |
| Municipal Utility Fund | - | - | 20,413,500 | 18,798,300 | 5,280,250 | 10,205,750 |
| Parking System Fund | - | - | 14,310,000 | 14,310,000 | 120,000 | 50,000 |
| Stormwater Fund | 80,608 | 119,792 | 8,000,000 | 2,600,000 | 17,970,000 | 8,600,000 |
| Redevelopment Projects Fund | 16,290 | 324,065 | 960,000 | 960,000 | 425,000 | 225,000 |
| Industrial Dev. Project Fund | - | - | 2,475,000 | 2,475,000 | 675,000 | 675,000 |
| Rt. 83 Commercial Dev. Fund | - | 1,600,000 | - | - | - | - |
| North York Redevelopment Fund | 2,396,515 | 720,162 | 2,960,000 | 2,960,000 | 1,000,000 | - |
| | 6,295,492 | 7,543,991 | 62,531,610 | 52,587,403 | 34,484,900 | 29,251,700 |
| DEBT SERVICE | | | | | | |
| Library Funds (Combined) | 5,609,502 | 9,042,230 | 1,555,525 | 1,555,525 | 1,544,715 | 1,600,855 |
| Municipal Utility Fund | 358,442 | 549,620 | 1,186,220 | 945,285 | 989,300 | 1,389,420 |
| Parking System Fund | 145,411 | 288,970 | 904,305 | 662,735 | 1,057,930 | 1,357,110 |
| Stormwater Fund | - | - | 70,000 | 62,800 | 200,000 | 150,000 |
| North York Redevelopment Fund | 6,453 | 27,774 | 35,000 | 35,000 | 45,000 | 50,000 |
| Corp. Purpose-Series 2013 Fund | 25,912 | - | - | - | - | - |
| Corp. Purpose-Series 2014A Fund | - | 15,352 | - | - | - | - |
| B & I Debt Service G.O. Bond Fund | 397,945 | 8,885,213 | 2,447,655 | 2,437,420 | 2,685,062 | 3,836,667 |
| B & I-2006 Revenue Bond Fund | 1,845,750 | 1,844,810 | 1,844,180 | 1,844,180 | 1,838,700 | 1,838,100 |
| | 8,389,415 | 20,653,969 | 8,042,885 | 7,542,945 | 8,360,707 | 10,222,152 |

CITY OF ELMHURST, ILLINOIS
EXPENDITURES SUMMARY BY TYPE BY FUND
2016 PROPOSED BUDGET

| | 2013 (8 Mo.) | 2014 | 2015 | | 2016 | 2017 |
|-----------------------------------|--------------------------|---------------------------|---------------------------|---------------------------|----------------------------------|---------------------------|
| | Actual | Actual | Budget | Estimated | Proposed | Proposed |
| INTERDEPARTMENTAL | | | | | | |
| General Fund | 1,755,244 | 2,531,016 | 3,664,240 | 3,271,975 | 3,236,245 | 3,257,450 |
| Municipal Utility Fund | 384,541 | 550,004 | 862,270 | 777,830 | 737,740 | 743,960 |
| Parking System Fund | 51,726 | 71,106 | 135,430 | 124,790 | 108,250 | 109,630 |
| | <u>2,191,511</u> | <u>3,152,126</u> | <u>4,661,940</u> | <u>4,174,595</u> | <u>4,082,235</u> | <u>4,111,040</u> |
| TRANSFERS TO OTHER FUNDS | | | | | | |
| General Fund | 638,659 | 624,035 | 1,427,570 | 1,427,570 | 1,385,975 | 1,374,655 |
| Capital Improvement Fund | 4,085,037 | 4,435,583 | 10,416,820 | 9,283,515 | 8,372,307 | 9,287,872 |
| Library Funds (Combined) | 1,611,387 | 1,713,446 | 1,744,798 | 1,559,925 | 1,611,090 | 1,603,855 |
| Corp. Purpose-Series 2013 Fund | 2,206,838 | - | - | - | - | - |
| Corp. Purpose-Series 2014A Fund | - | 1,433,176 | - | - | - | - |
| Stormwater Fund | - | - | - | - | 179,000 | 1,416,795 |
| Redevelopment Projects Fund | 45,492 | 472,386 | 498,265 | 498,265 | 478,075 | 481,815 |
| Rt. 83 Commercial Dev. Fund | 5,446 | 82,275 | 81,445 | 81,445 | 73,520 | 71,365 |
| B & I Debt Service G.O. Bond Fund | - | - | - | - | - | - |
| Working Cash Fund | - | - | - | - | - | 4,688 |
| | <u>8,592,859</u> | <u>8,760,901</u> | <u>14,168,898</u> | <u>12,850,720</u> | <u>12,099,967</u> | <u>14,241,045</u> |
| Total Expenditures | <u><u>75,748,483</u></u> | <u><u>113,314,038</u></u> | <u><u>175,644,935</u></u> | <u><u>159,996,637</u></u> | <u><u>151,460,536</u></u> | <u><u>152,479,121</u></u> |

**Fund Balance and Net Asset Summary
Fiscal Year 2016 Budget**

| <u>Funds</u> | <u>Fiscal Year 2015 Estimates</u> | | | | | |
|---------------------------------|---|---------------------------|---------------------------|--|---|---------------------|
| | <u>Beginning Fund Balance/ Net Assets</u> | <u>Total Revenues</u> | <u>Total Expenses</u> | <u>Ending Fund Balance/ Net Assets</u> | <u>Change in Fund Balance/ Net Assets</u> | <u>% Change</u> |
| <u>Governmental</u> | | | | | | |
| General | 21,542,247 | 60,096,441 | 60,522,605 | 21,116,083 | (426,164) | -2.0% (a) |
| Capital Improvement | 8,922,091 | 6,378,050 | 9,283,515 | 6,016,626 | (2,905,465) | -32.6% (b) |
| <u>Special Revenue</u> | | | | | | |
| Library Operating | 3,280,345 | 7,644,600 | 7,857,825 | 3,067,120 | (213,225) | -6.5% (c) |
| Library Gavin Fund | 64,355 | 220 | 1,400 | 63,175 | (1,180) | -1.8% |
| Library Cap. Repl. | 1,243,245 | 5,500 | - | 1,248,745 | 5,500 | 0.4% |
| Library Working Cash | 1,563,827 | 6,000 | - | 1,569,827 | 6,000 | 0.4% |
| Library Emp. Appr. | 29,848 | 115 | 3,000 | 26,963 | (2,885) | -9.7% |
| Library G.O. Bond/Int. | 1,371,430 | 1,555,525 | 1,555,525 | 1,371,430 | - | 0.0% |
| Motor Fuel Tax | 758,598 | 1,041,400 | 1,262,280 | 537,718 | (220,880) | -29.1% (d) |
| <u>Capital Projects</u> | | | | | | |
| Stormwater Fund | 376,276 | 5,280,700 | 2,662,800 | 2,994,176 | 2,617,900 | 695.7% (e) |
| Redevelopment Proj. | 4,739,443 | 2,068,415 | 2,061,631 | 4,746,227 | 6,784 | 0.1% |
| Industrial Dev. | 1,844,871 | 682,725 | 2,491,000 | 36,596 | (1,808,275) | -98.0% (f) |
| Rt. 83 Comm. Dev. | 11,695 | 517,190 | 109,445 | 419,440 | 407,745 | 3486.5% (e) |
| North York Dev. | (254,291) | 2,962,700 | 3,145,500 | (437,091) | (182,800) | 71.9% (g) |
| <u>Bond and Interest</u> | | | | | | |
| Debt Serv. G.O. Bonds | 1,552,096 | 2,437,420 | 2,437,420 | 1,552,096 | - | - |
| 2006 Rev. Refunding | 10,407,950 | 617,295 | 1,846,180 | 9,179,065 | (1,228,885) | -11.8% |
| <u>Enterprise Funds</u> | | | | | | |
| Municipal Utility | 55,853,431 | 39,568,710 | 41,074,731 | 54,347,410 | (1,506,021) | -2.7% |
| Parking System | 11,647,075 | 16,065,445 | 16,703,880 | 11,008,640 | (638,435) | -5.5% |
| <u>Trust and Agency</u> | | | | | | |
| Glos Mausoleum | 34,620 | 100 | - | 34,720 | 100 | 0.3% |
| Fire Pension | 36,631,611 | 8,926,260 | 2,474,000 | 43,083,871 | 6,452,260 | 17.6% (h) |
| Police Pension | 55,758,052 | 4,259,600 | 4,503,900 | 55,513,752 | (244,300) | -0.4% |
| Working Cash | 994,688 | 2,000 | - | 996,688 | 2,000 | 0.2% |
| Total | 218,373,503 | 160,116,411 | 159,996,637 | 218,493,277 | 119,774 | 0.1% |

Notes/Explanation for changes in fund balance:

- (a) Increase due to \$1,000,000 transfer to Stormwater for property acquisitions.
- (b) Decrease due to transfer of funds for roadway improvements, new fire truck, and stormwater projects.
- (c) Decrease due to planned draw down of Fund Balance.
- (d) Decrease due to anticipated decrease in state shared motor fuel tax revenue from the capital bill grant.
- (e) Change in fund balance due to timing of expenditures.
- (f) Decrease in fund balance due to capital outlay for land improvements.
- (g) Decrease in fund balance reflects financial activity during early stages of new tax increment financing fund.
- (h) Increase in fund balance due to gain on sale of investments.

**Fund Balance and Net Asset Summary
Fiscal Year 2016 Budget**

| Funds | Fiscal Year 2016 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 | 21,116,083 | 58,994,685 | 61,386,867 | 18,723,901 | (2,392,182) | -11.3% (a) |
| Capital Improvement | 6,016,626 | 6,834,650 | 8,372,307 | 4,478,969 | (1,537,657) | -25.6% (b) |
| <u>Special Revenue</u> | | | | | | |
| Library Operating | 3,067,120 | 7,838,675 | 7,996,015 | 2,909,780 | (157,340) | -5.1% (c) |
| Library Gavin Fund | 63,175 | 200 | 63,375 | - | (63,175) | -100.0% (d) |
| Library Cap. Repl. | 1,248,745 | 5,500 | - | 1,254,245 | 5,500 | 0.4% |
| Library Working Cash | 1,569,827 | 6,000 | - | 1,575,827 | 6,000 | 0.4% |
| Library Emp. Appr. | 26,963 | 100 | 3,000 | 24,063 | (2,900) | -10.8% |
| Library G.O. Bond/Int. | 1,371,430 | 1,544,715 | 1,544,715 | 1,371,430 | - | 0.0% |
| Motor Fuel Tax | 537,718 | 1,077,200 | 1,381,210 | 233,708 | (304,010) | -56.5% (e) |
| <u>Capital Projects</u> | | | | | | |
| Stormwater Fund | 2,994,176 | 16,366,675 | 18,349,000 | 1,011,851 | (1,982,325) | -66.2% (f) |
| Redevelopment Proj. | 4,746,227 | 2,217,300 | 3,089,075 | 3,874,452 | (871,775) | -18.4% (g) |
| Industrial Dev. | 36,596 | 678,200 | 691,000 | 23,796 | (12,800) | -35.0% (h) |
| Rt. 83 Comm. Dev. | 419,440 | 507,600 | 85,020 | 842,020 | 422,580 | 100.7% (i) |
| North York Dev. | (437,091) | 1,302,000 | 1,270,500 | (405,591) | 31,500 | -7.2% (j) |
| <u>Bond and Interest</u> | | | | | | |
| Debt Serv. G.O. Bonds | 1,552,096 | 2,685,062 | 2,685,062 | 1,552,096 | - | 0.0% |
| 2006 Rev. Refunding | 9,179,065 | 536,400 | 1,840,700 | 7,874,765 | (1,304,300) | -14.2% |
| <u>Enterprise Funds</u> | | | | | | |
| Municipal Utility | 54,347,410 | 29,252,155 | 32,220,725 | 51,378,840 | (2,968,570) | -5.5% |
| Parking System | 11,008,640 | 1,895,450 | 2,778,365 | 10,125,725 | (882,915) | -8.0% |
| <u>Trust and Agency</u> | | | | | | |
| Glos Mausoleum | 34,720 | 100 | 1,000 | 33,820 | (900) | -2.6% |
| Fire Pension | 43,083,871 | 4,165,300 | 2,830,500 | 44,418,671 | 1,334,800 | 3.1% |
| Police Pension | 55,513,752 | 6,369,160 | 4,872,100 | 57,010,812 | 1,497,060 | 2.7% |
| Working Cash | 996,688 | 3,000 | - | 999,688 | 3,000 | 0.3% |
| Total | 218,493,277 | 142,280,127 | 151,460,536 | 209,312,868 | (9,180,409) | -4.2% |

Notes/Explanation for changes in fund balance:

- (a) Decrease due to abated property taxes for debt service, general increases to operating expenditures, and a \$1,000,000 transfer to Stormwater for property acquisitions.
- (b) Decrease due to transfer of funds for roadway improvements, new fire truck, and stormwater projects.
- (c) Decrease due to planned draw down of Fund Balance.
- (d) Decrease reflects closing of fund - transfer of remaining funds to Library Operating.
- (e) Decrease due to anticipated decrease in state shared motor fuel tax revenue from the capital bill grant.
- (f) Anticipates capital outlay for stormwater improvements funded by a G.O. Bond issue.
- (g) Decrease in fund balance due to surplus distribution based on 2004 Intergovernmental Agreement.
- (h) Decrease in fund balance due to capital outlay for land improvements.
- (i) Change in fund balance due to timing of expenditures.
- (j) Increase in fund balance reflects capital improvements funded by letter of credit proceeds.

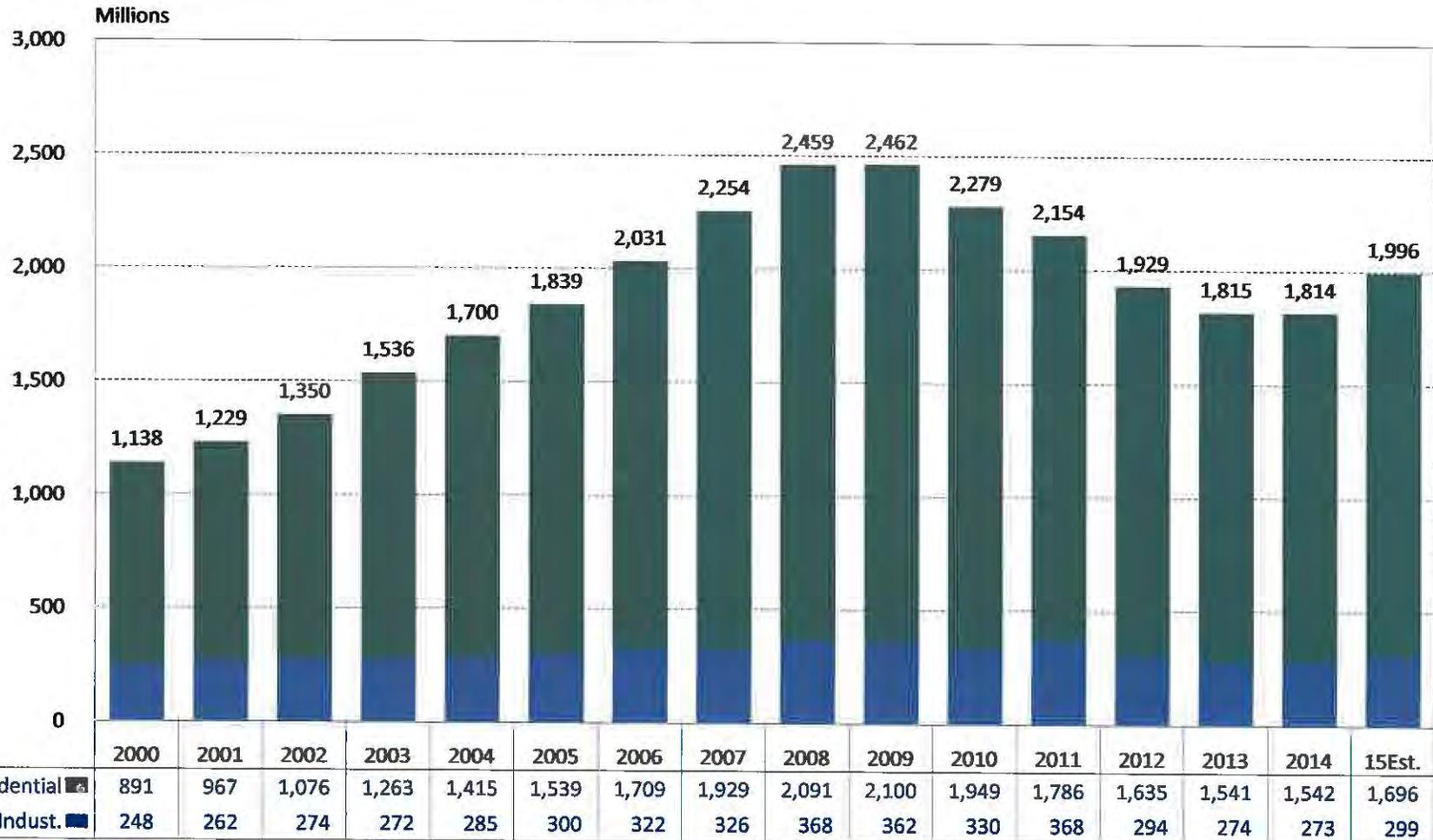
**Fund Balance and Net Asset Summary
Fiscal Year 2016 Budget**

| Funds | Fiscal Year 2017 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 | 18,723,901 | 60,075,388 | 64,180,439 | 14,618,850 | (4,105,051) | -21.9% (a) |
| Capital Improvement | 4,478,969 | 6,512,350 | 9,287,872 | 1,703,447 | (2,775,522) | -62.0% (b) |
| <u>Special Revenue</u> | | | | | | |
| Library Operating | 2,909,780 | 7,920,200 | 8,131,755 | 2,698,225 | (211,555) | -7.3% (c) |
| Library Gavin Fund | - | - | - | - | - | - |
| Library Cap. Repl. | 1,254,245 | 5,500 | - | 1,259,745 | 5,500 | 0.4% |
| Library Working Cash | 1,575,827 | 6,000 | - | 1,581,827 | 6,000 | - |
| Library Emp. Appr. | 24,063 | 100 | 3,000 | 21,163 | (2,900) | -12.1% |
| Library G.O. Bond/Int. | 1,371,430 | 1,600,855 | 1,600,855 | 1,371,430 | - | 0.0% |
| Motor Fuel Tax | 233,708 | 1,087,300 | 1,298,220 | 22,788 | (210,920) | -90.2% (d) |
| <u>Capital Projects</u> | | | | | | |
| Stormwater Fund | 1,011,851 | 11,470,930 | 10,166,795 | 2,315,986 | 1,304,135 | 128.9% (e) |
| Redevelopment Proj. | 3,874,452 | 2,220,500 | 2,892,815 | 3,202,137 | (672,315) | -17.4% (f) |
| Industrial Dev. | 23,796 | 678,200 | 691,000 | 10,996 | (12,800) | -53.8% (g) |
| Rt. 83 Comm. Dev. | 842,020 | 512,500 | 82,865 | 1,271,655 | 429,635 | 51.0% (h) |
| North York Dev. | (405,591) | 330,000 | 200,500 | (276,091) | 129,500 | -31.9% (h) |
| <u>Bond and Interest</u> | | | | | | |
| Debt Serv. G.O. Bonds | 1,552,096 | 3,836,667 | 3,836,667 | 1,552,096 | - | 0.0% |
| 2006 Rev. Refunding | 7,874,765 | 450,340 | 1,840,100 | 6,485,005 | (1,389,760) | -17.6% |
| <u>Enterprise Funds</u> | | | | | | |
| Municipal Utility | 51,378,840 | 36,133,985 | 36,949,035 | 50,563,790 | (815,050) | -1.6% |
| Parking System | 10,125,725 | 1,776,770 | 2,876,265 | 9,026,230 | (1,099,495) | -10.9% |
| <u>Trust and Agency</u> | | | | | | |
| Glos Mausoleum | 33,820 | 100 | 1,000 | 32,920 | (900) | -2.7% |
| Fire Pension | 44,418,671 | 4,361,700 | 3,165,750 | 45,614,621 | 1,195,950 | 2.7% |
| Police Pension | 57,010,812 | 6,680,800 | 5,269,500 | 58,422,112 | 1,411,300 | 2.5% |
| Working Cash | 999,688 | 5,000 | 4,688 | 1,000,000 | 312 | 0.0% |
| Total | 209,312,868 | 145,665,185 | 152,479,121 | 202,498,932 | (6,813,936) | -3.3% |

Notes/Explanation for changes in fund balance:

- (a) Decrease due to abated property taxes for debt service, general increases to operating expenditures, and a \$1,000,000 transfer to Stormwater for property acquisitions.
- (b) Decrease due to transfer of funds for roadway improvements and stormwater projects.
- (c) Decrease due to planned draw down of Fund Balance.
- (d) Decrease due to anticipated decrease in state shared motor fuel tax revenue from the capital bill grant.
- (e) Anticipates capital outlay for stormwater improvements funded by a G.O. Bond issue.
- (f) Decrease in fund balance due to surplus distribution based on 2004 Intergovernmental Agreement.
- (g) Decrease in fund balance due to capital outlay for land improvements.
- (h) Change in fund balance due to timing of expenditures.

CITY OF ELMHURST Equalized Assessed Valuation 2016 Proposed Budget



Tax Levy/Assessed Values

EAV decreased 12.4% for the five year period 2010 - 2015 (est.).
 EAV increased 23.9% for the five year period 2005 - 2010.
 EAV increased 61.6% for the five year period 2000 - 2005.

CITY OF ELMHURST
PROPERTY TAX RATES, EXTENSIONS AND ABATEMENTS

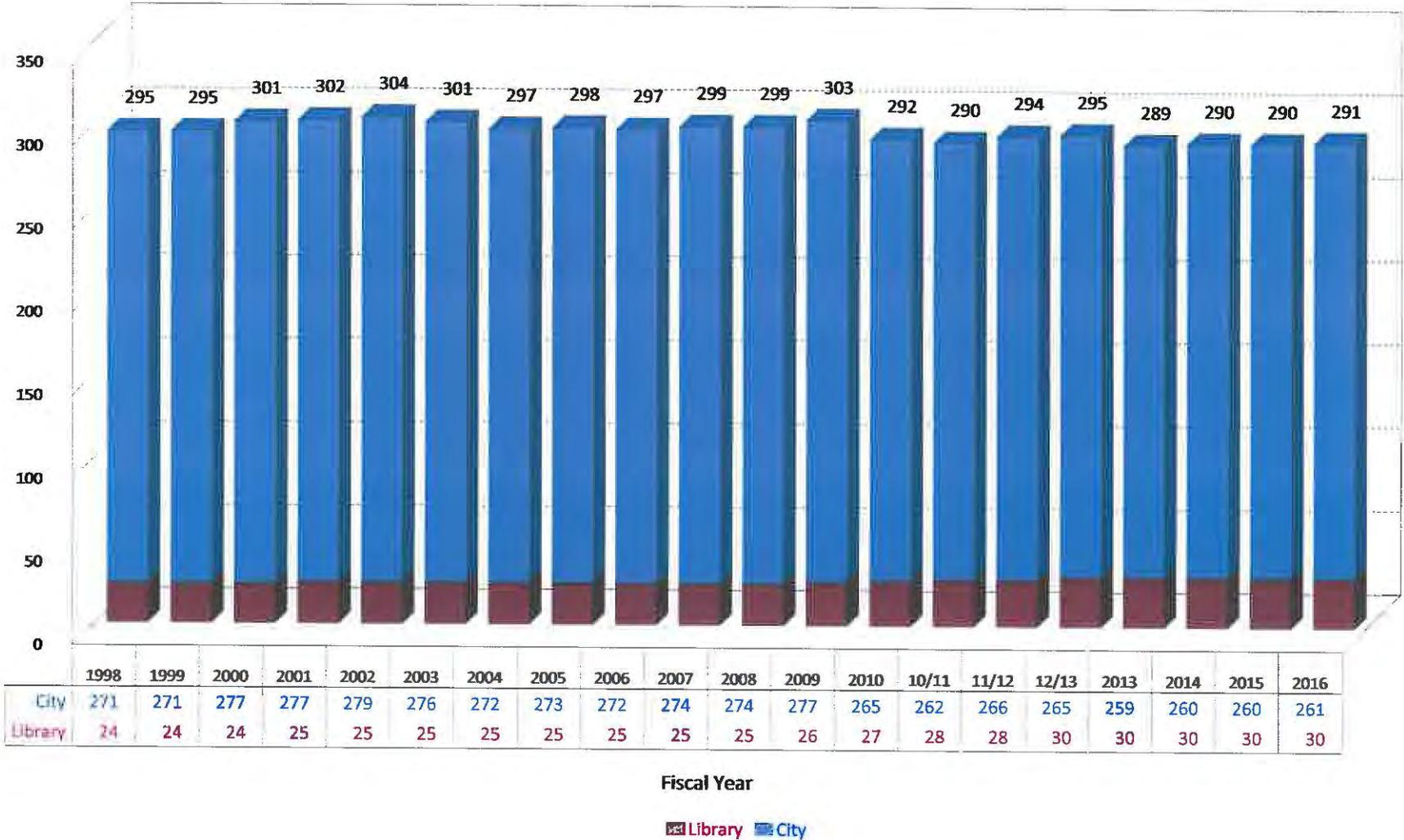
| | 2010 Actual Levy | | 2011 Actual Levy | | 2012 Actual Levy | | 2013 Actual Levy | | 2014 Actual Levy | | 2015 Estimated Levy | |
|--|------------------|-----------------|------------------|-----------------|------------------|-----------------|------------------|-----------------|------------------|-----------------|---------------------|-----------------|
| | Rate | Amount | Rate | Amount |
| General Fund: | | | | | | | | | | | | |
| Fire Protection | \$0.1900 | \$4,330,374 | \$0.2101 | \$4,052,838 | \$0.2205 | \$4,253,455 | 0.2414 | \$4,379,718.57 | \$0.2229 | \$4,044,073.19 | \$0.2035 | \$4,062,170 |
| Corporate | | | \$0.0094 | \$181,326 | | | | | | | | |
| IMRF | 0.0506 | \$1,153,247 | 0.0282 | \$543,979 | 0.0357 | \$688,655 | 0.0346 | \$627,747.57 | 0.0424 | \$769,262.91 | 0.0385 | \$768,915 |
| Social Security | | | 0.0251 | \$484,180 | 0.0284 | \$547,837 | 0.0261 | \$473,532.12 | 0.0322 | \$584,204.38 | 0.0304 | \$607,640 |
| Ambulance | 0.0098 | \$223,356 | 0.0061 | \$117,669 | 0.0068 | \$131,172 | 0.0049 | \$88,900.67 | 0.0071 | \$128,815.25 | 0.0071 | \$141,245 |
| Fire Pension | 0.0599 | \$1,365,207 | 0.0601 | \$1,294,432 | 0.0661 | \$1,275,072 | 0.0901 | \$1,634,683.69 | 0.0922 | \$1,672,783.98 | 0.0897 | \$1,789,400 |
| Police Pension | 0.0815 | \$1,857,503 | 0.0851 | \$1,832,881 | 0.1009 | \$1,946,365 | 0.1289 | \$2,338,631.83 | 0.1292 | \$2,344,074.73 | 0.1435 | \$2,864,200 |
| Subtotal | 0.3918 | 8,929,688 | 0.4241 | 8,507,306 | 0.4584 | 8,842,556 | 0.5260 | \$9,543,214.44 | 0.5260 | \$9,543,214.44 | 0.5128 | 10,233,570 |
| Library | 0.2983 | \$6,798,688 | 0.3309 | \$7,126,914 | 0.3684 | \$7,106,452 | 0.3956 | \$7,177,368.12 | 0.3976 | \$7,213,654.11 | 0.3632 | \$7,249,000 |
| Debt Service | 0.1060 | \$2,415,893 | 0.1119 | \$2,410,099 | 0.1203 | \$2,320,592 | 0.1129 | \$2,048,343.94 | 0.0851 | \$1,543,968.72 | 0.0627 | \$1,251,811 |
| Total | \$0.7961 | \$18,144,268 | \$0.8669 | \$18,044,320 | \$0.9471 | \$18,269,600 | \$1.0345 | \$18,768,926 | \$1.0087 | \$18,300,837 | \$0.9387 | \$18,734,381 |
| Assessed Valuation | | \$2,279,144,366 | | \$2,153,797,013 | | \$1,929,004,352 | | \$1,814,770,738 | | \$1,814,299,323 | | \$1,995,729,255 |
| Tax Increment Financing I: | | | | | | | | | | | | |
| Assessed Valuation Increment | | \$31,932,625 | | \$31,621,455 | | \$25,654,358 | | \$23,349,215 | | \$21,875,978 | | \$24,063,576 |
| TIF Rate Extended | | 5.4604/7.3458 | | 5.9212/7.9045 | | 6.8593/8.4822 | | 7.5116/9.2025 | | 7.7063/9.4316 | | 7.6936/9.4449 |
| Real Estate Tax Increment | | \$2,256,596 | | \$2,416,883 | | \$2,114,478 | | \$2,090,568 | | \$2,010,409 | | \$2,050,000 |
| Tax Increment Financing II: | | | | | | | | | | | | |
| Assessed Valuation Increment | | \$11,530,784 | | \$11,516,534 | | \$9,682,691 | | \$8,923,841 | | \$8,704,631 | | \$9,575,094 |
| TIF Rate Extended | | 5.5138 | | 6.0635 | | 6.9301 | | 7.5880 | | 7.7858 | | 7.7549 |
| Real Estate Tax Increment | | \$635,784 | | \$698,305 | | \$671,020 | | \$677,141 | | \$677,725 | | \$677,700 |
| Tax Increment Financing III: | | | | | | | | | | | | |
| Assessed Valuation Increment | | \$8,008,940 | | \$7,821,800 | | \$6,896,450 | | \$6,361,730 | | \$6,405,660 | | \$7,046,226 |
| TIF Rate Extended | | 5.4604 | | 6.0022 | | 6.8593 | | 7.5116 | | 7.7063 | | 7.6936 |
| Real Estate Tax Increment | | \$437,320 | | \$469,480 | | \$473,048 | | \$477,868 | | \$493,639 | | \$495,600 |
| Tax Increment Financing IV: | | | | | | | | | | | | |
| Assessed Valuation Increment | | | | | | \$681,110 | | \$1,241,380 | | \$3,830,670 | | \$4,213,737 |
| TIF Rate Extended | | | | | | 6.9301/8.4822 | | 7.5880/9.2025 | | 7.7858/9.4316 | | 7.7549/9.4449 |
| Real Estate Tax Increment | | | | | | \$47,202 | | \$94,196 | | \$298,248 | | \$300,000 |
| Tax Abatements for Debt Service | | | | | | | | | | | | |
| Q Corp Series 03 | | 280,195 | | 260,223 | | 243,803 | | - | | - | | - |
| R Corp Series 04 | | 363,571 | | 358,837 | | 253,508 | | - | | - | | - |
| S Corp Series 05 | | 1,017,267 | | 1,067,682 | | 1,243,797 | | - | | - | | - |
| T Corp Series 06 | | 435,801 | | 439,466 | | 318,082 | | 314,597 | | - | | - |
| U Corp Series 08 | | 68,656 | | 68,477 | | 94,674 | | 45,046 | | 16,396 | | - |
| V Corp Series 09 | | 368,103 | | 367,171 | | 368,578 | | 372,240 | | 373,077 | | 373,140 |
| W Corp Series 09A | | 278,595 | | 281,125 | | 97,506 | | 99,366 | | 97,218 | | 96,734 |
| X Corp Series 12 | | - | | - | | 210,216 | | 339,367 | | 629,699 | | 635,993 |
| Y Corp Series 13 | | - | | - | | - | | 320,700 | | 1,964,521 | | 2,525,480 |
| Z Corp Series 14A | | - | | - | | - | | 1,485,993 | | 302,439 | | 298,800 |
| AA Corp Series 14B | | - | | - | | - | | - | | 221,836 | | 224,600 |
| AB Corp Series 15 | | - | | - | | - | | - | | - | | 944,025 |
| Total Abatements for Debt Service | | 2,812,188 | | 2,842,981 | | 2,830,164 | | 2,977,309 | | 3,605,186 | | 5,098,772 |

CITY OF ELMHURST

History of Budgeted Full Time Personnel

2016 Proposed Budget

Full Time Employees



26

2016 As Proposed

CITY OF ELMHURST
PERSONNEL SUMMARY

| | Actual 2013 8 Mo. | Actual 2014 | 2015 | | 2016 Proposed | 2017 Proposed |
|--|----------------------|----------------|----------------|--------------------|------------------|------------------|
| | | | As Budgeted | Actual 10/20/14 | | |
| <u>CORPORATE</u> | | | | | | |
| Administration | 4.00 | 4.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Finance | 11.00 | 11.00 | 10.00 | 9.00 | 8.00 | 8.00 |
| Human Resources | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Information Technology | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Planning & Zoning | 1.00 | 1.00 | 2.00 | 2.00 | 3.00 | 3.00 |
| Building | 9.00 | 9.00 | 8.00 | 8.00 | 8.00 | 8.00 |
| Museum | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| | <u>37.00</u> | <u>37.00</u> | <u>37.00</u> | <u>36.00</u> | <u>36.00</u> | <u>36.00</u> |
| <u>POLICE</u> | | | | | | |
| Sworn | | | | | | |
| Chief - Deputy Chiefs | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Sergeants | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 |
| Patrolmen | 54.00 | 54.00 | 55.00 | 55.00 | 55.00 | 55.00 |
| Subtotal | <u>67.00</u> | <u>67.00</u> | <u>68.00</u> | <u>68.00</u> | <u>68.00</u> | <u>68.00</u> |
| Civilian | | | | | | |
| Service Officers | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 | 10.00 |
| Parking Enforcement | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Animal Control | - | - | - | - | - | - |
| Clerks | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 |
| | <u>86.00</u> | <u>86.00</u> | <u>87.00</u> | <u>87.00</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 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Firefighters | 33.00 | 33.00 | 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. | 11.00 | 11.00 | 11.00 | 11.00 | 13.00 | 13.00 |
| Street Maintenance | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 | 14.00 |
| Forestry | 11.00 | 11.00 | 9.00 | 9.00 | 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 | 18.00 | 18.00 | 19.00 | 19.00 | 19.00 | 19.00 |
| Building Maintenance | 3.00 | 3.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| | <u>90.00</u> | <u>90.00</u> | <u>91.00</u> | <u>91.00</u> | <u>93.00</u> | <u>93.00</u> |
| TOTAL FULL TIME (Excluding Library) | <u>258.00</u> | <u>258.00</u> | <u>260.00</u> | <u>259.00</u> | <u>261.00</u> | <u>261.00</u> |
| <u>LIBRARY</u> | | | | | | |
| Full time | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 | 30.00 |
| | <u>288.00</u> | <u>288.00</u> | <u>290.00</u> | <u>289.00</u> | <u>291.00</u> | <u>291.00</u> |

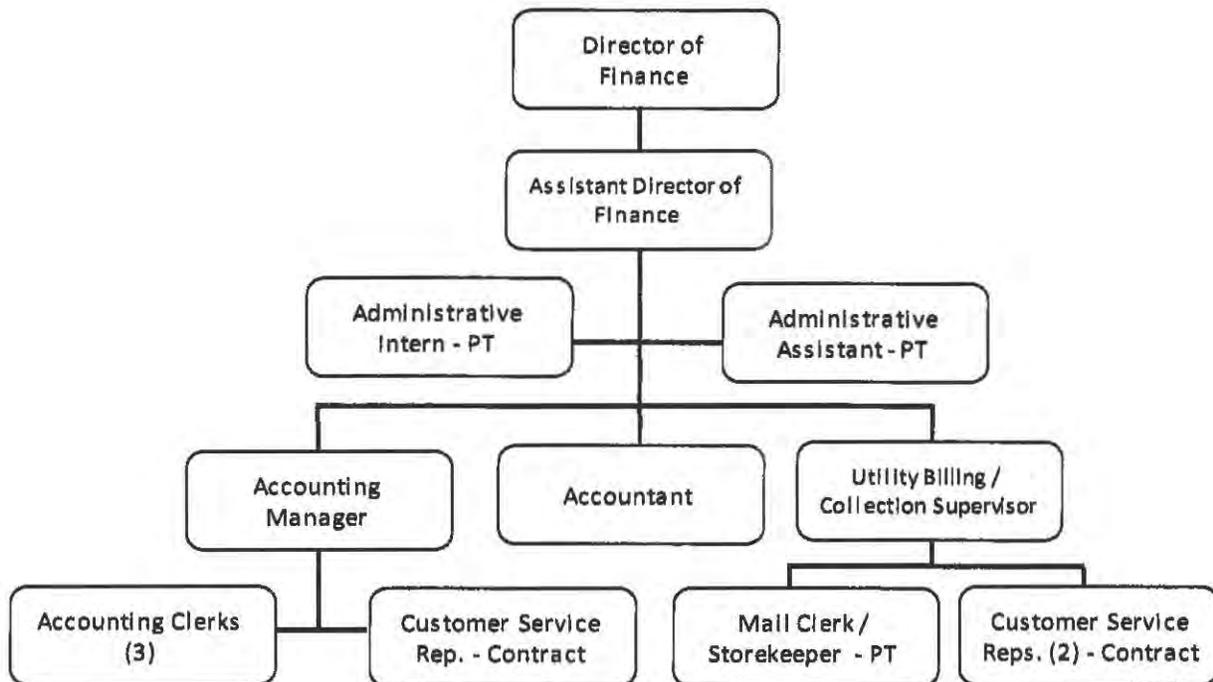
FY 2016 (JAN-DEC.)
FINANCE DEPARTMENT

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



2015 Accomplishments

- Received the GFOA Distinguished Budget Presentation Award for the ninth consecutive year.
- Received the GFOA Certificate of Achievement for Excellence in Financial Reporting Award for the twenty-sixth consecutive year.
- Continued implementation of GASB Statement No. 67 Financial Reporting for Pension Plans, and GASB No. 68 Accounting and Financial Reporting for Pensions.
- Assisted with review and analysis of the TIF alternatives.
- Began implementation of an automated time-entry (payroll) system at City Hall and Library facilities.
- Reviewed outsourcing of utility billing print and mailing process and of email billing of utility bills.
- Issued General Obligation Bond Series 2015 to provide new money for capital infrastructure projects, including the Addison Parking Deck, various stormwater management projects and various projects at the Wastewater Treatment Plant.
- Completed City-wide asset appraisal for insurance purposes.
- Completed a Special Census for three census tracks.
- Coordinated analysis and implemented a new Parking Program.
- Updated City of Elmhurst Investment Policy and received the Investment Policy Certification from the Association of Public Treasurers of the United States & Canada.
- Continued coordination of the electric aggregation program.
- Coordinated the 2015 Community Grant Program.
- Reviewed convenience fee for online and telephone credit card transactions.
- Reviewed investment services providers.
- Reviewed collection agency services.
- Began review of lock box services.

2016 Expectations

- Receive the GFOA Certificate of Achievement for Excellence in Financial Reporting Award for the twenty-seventh consecutive year.
- Receive the GFOA Distinguished Budget Presentation Award for the tenth consecutive year.
- Conduct a long-term tax and revenue diversification analysis pursuant to the City of Elmhurst Strategic Plan.
- Conduct a financial trend analysis and contingency plan pursuant to the City of Elmhurst Strategic Plan.
- Continue coordination of the electric aggregation program.
- Coordinate the 2016 Community Grant Program.
- Implement online purchase of parking permits.
- Issue General Obligation bonds to fund stormwater management projects.
- Assist with implementation of the water meter replacement program.
- Review credit card services.
- Review banking services.
- Review actuarial services.
- Review document handling procedures in conjunction with installation of a Document Management System.

- Review Local Debt Recovery Program with State of Illinois Comptroller's Office.
- Continue review of financial policies.
- Complete review and implementation, if warranted, of lock box services.
- Complete implementation of an automated time-entry (payroll) system at Public Works facilities, and begin implementation of the system in the Police and Fire departments.
- 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 | 2014 | 2015 | | 2016 | 2017 |
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 409,730 | 453,900 | 458,500 | 475,800 | 493,700 |
| Employee Benefits | 269,897 | 240,215 | 235,805 | 241,165 | 256,110 |
| Contractual Services | 169,006 | 174,200 | 179,500 | 189,770 | 205,470 |
| Commodities | 26,260 | 34,450 | 33,900 | 33,075 | 34,850 |
| Repairs & Maintenance | 0 | 500 | 500 | 500 | 500 |
| Other Expenses | 3,708 | 11,870 | 8,465 | 14,825 | 12,250 |
| Interdepartmental | 72,965 | 159,730 | 149,050 | 122,250 | 124,150 |
| Total Expenditures | 951,566 | 1,074,865 | 1,065,720 | 1,077,385 | 1,127,030 |

Explanation of Expenditures

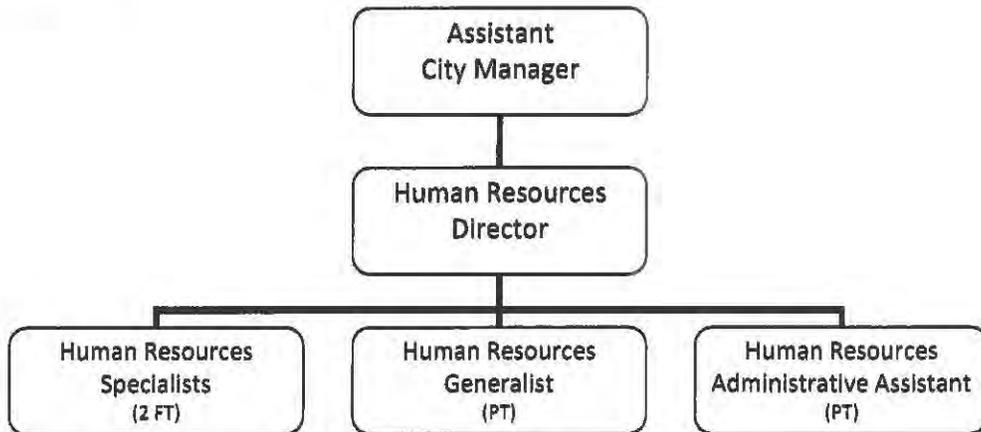
The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111). The 2016 Proposed Contractual Services reflects increased costs for credit card processing and additional actuarial costs due to changes in governmental accounting standards. The increase in 2016 Proposed Other Expenses includes additional training for new staff and attendance for one staff member at the state IGFOA conference.

FY 2016 (JAN-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 and promotional process.

Organizational Chart



2015 Accomplishments:

Strategic, Operational, and Resource Planning

- Continued identification of business strategies having human capital implications
- Continued process improvement and project management initiatives
- Continued implementation Document/Records Management System (Laser Fiche)

Compensation and Benefits

- Continued compensation management and administration
- Continued benefits administration and ongoing employee services
- Complied with Affordable Care Act mandates and prepared for future reporting deadlines
- Continued managing Wellness Committee initiatives and providing programs that impact the employees' wellbeing and benefit costs
- Continued facilitating the Insurance Committee and its initiatives coordinating with the Wellness Committee

Employee & Labor Relations

- Continued administration of police, fire, and public works labor contracts
- As part of the negotiating team, provided research, analysis, and participated in police and fire negotiations.
- Administered the employee service award program recognizing employees for milestone years of service
- Provided coaching for performance improvements

Talent Management

- Continued maximizing the organizations' ability to acquire and cultivate a high performing workforce through strong interdepartmental partnerships
- Continued Board of Fire and Police Commissioner Staff liaison support and administration
- Administered fire and police candidate hiring
- Recruited Police Crossing Guards and Part Time Police Officers
- Recruited summer seasonal Public Works staff
- Recruited for open positions including use of staffing agencies to provided necessary resources

Risk Management

- Managed workers' compensation, auto and general liability claims
- Coordinated and managed the City's third party administrators

2016 Expectations

Strategic, Operational, and Resource Planning

- Continue identification of business strategies having human capital implications, including workforce planning, succession planning, and alternative resource options
- Continue process improvement and project management initiatives
- Continue implementation records/document management (Laser Fiche) project

Compensation and Benefits

- Continue Affordable Care Act compliance implementation and administration
- Continue benefits administration and ongoing employee services
- Continue managing Wellness Committee and providing programs impacting benefit costs
- Continue facilitating the Insurance Committee and its initiatives; coordinating with the Wellness Committee initiatives
- Provide Biometric Health Screenings to employees and their families to identify health risks and promote healthy lifestyle changes

Performance Management:

- Initiate performance management project
- Continue performance improvement initiatives working within departments and individually
- Perform Job audits and update job documentation

Employee & Labor Relations

- Participate in the Public Works Union negotiation process
- Conduct Labor Management Meetings with three unions
- Review and update policies and procedures
- Administer police, fire, and public works labor contracts
- Administer the employee service award program recognizing employees for milestone years of service

Talent Management

- Provide organization wide talent development programs
- Provide supervisor/management/leadership development
- Continue maximizing the organizations' ability to acquire and cultivate a high performing workforce through strong interdepartmental partnerships
- Recruit talent
- Continue staff liaison roll for Board of Fire and Police Commission, facilitating hiring and promoting of public safety officers

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 | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|----------------|----------------|----------------|----------------|----------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 207,195 | 215,800 | 223,400 | 228,200 | 236,800 |
| Employee Benefits | 154,824 | 129,700 | 125,460 | 138,940 | 145,575 |
| Contractual Services | 69,378 | 104,490 | 102,250 | 137,910 | 72,160 |
| Commodities | 509 | 500 | 2,000 | 2,000 | 2,000 |
| Other Expenses | 43,606 | 51,292 | 51,250 | 51,750 | 51,750 |
| Interdepartmental Charges | 31,271 | 68,450 | 63,880 | 52,390 | 53,210 |
| Total Expenditures | 506,783 | 570,232 | 568,240 | 611,190 | 561,495 |

Explanation of Expenditures

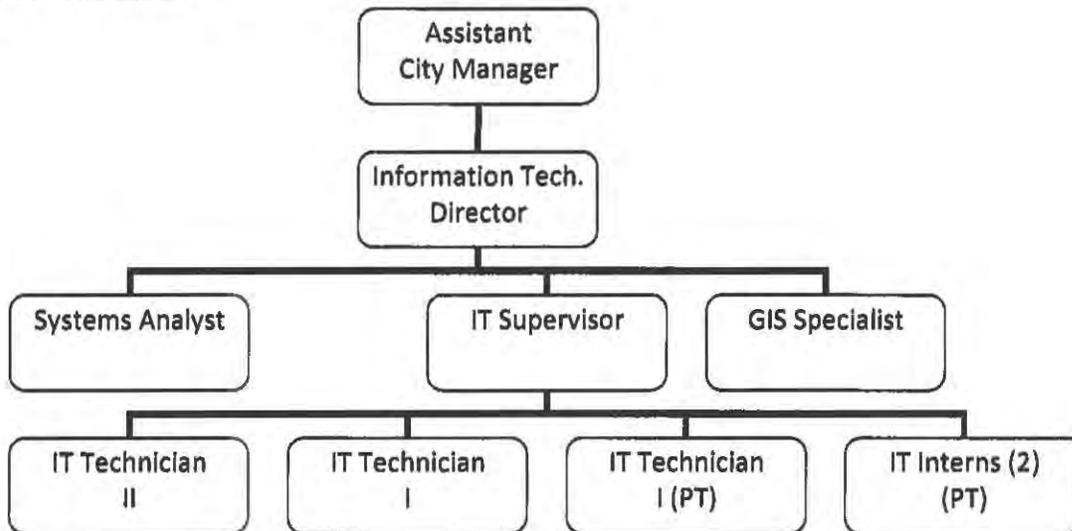
The 2016 Proposed Employee Benefits includes a 7.8% health insurance increase. The 2015 Proposed Contractual Services increase will allow for the completion of the development and implementation of a performance management system. The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111).

FY 2016 (JAN-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



2015 Accomplishments

- Implement a new IP Phone System with Sip Service and new Voicemail.
- Upgraded Sungard ERP to 9.1 r 15.3.
- Apply new PTF's to IBM I7 ERP Server.
- Migrated GroupWise to version 2014, new server and new webaccess server.
- Implemented a Citywide Document Management System (DMS) solution.
- Migrate and consolidate servers from Fire Station 1 to Fire Station 2.
- Project planned new CCTV security system for Addison Deck.
- Conducted numerous software upgrades and enhancements citywide.
- Detective Area Remodel at PD.
- Implement a City Wide WAN network with Comcast.
- Updated SSL certificates for webserver and webmail server.
- Upgraded the MorphusTrust Server at PD.
- Conducted PCI Compliance Audit for Website Ecommerce.
- Deployed new Master/Visa Smart Payment Card Terminals for Finance, Police and Museum for Credit Card Payments.
- Researched and met with vendors on new and future IT products for the City.
- Completed 2941 (est.) work orders to Internal/external customers.
- Recycled 2000 lbs. of electronic equipment.
- Recycled 81 printer ink and toner cartridges.
- Recycled 37 Konica Minolta Copier Toners.

2016 Expectations

- Migrate Webserver to the Cloud with a new Website re-design.
- Redundant Data Center design at Public Works.
- Upgraded key card access in Police Evidence Room.
- Upgrade AV systems at City Hall.
- Upgrade Novell Servers City Wide.
- Deployed citizen survey with online access and direct mailing.
- Replace and migrate 131 Verizon phones City Wide with Verizon Service.
- Start to Implement City Wide Strategic Technology Plan from NIU.
- Hire and train two IT Interns.
- Install new Time Clocks for Executime Time and Attendance Server at City Garage.
- Implement ALPR system for Police.
- Upgrade Firehouse server.

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

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 485,883 | 545,400 | 516,600 | 574,900 | 597,400 |
| Employee Benefits | 176,335 | 187,890 | 177,685 | 204,415 | 215,660 |
| Contractual Services | 62,935 | 136,070 | 124,600 | 124,600 | 125,600 |
| Commodities | 66,791 | 73,000 | 73,000 | 76,000 | 78,500 |
| Repairs & Maintenance | 152,157 | 180,500 | 173,500 | 178,500 | 203,500 |
| Other Expenses | 5,806 | 7,950 | 7,950 | 7,950 | 7,950 |
| Capital Outlay | 98,016 | 1,151,000 | 1,056,000 | 580,000 | 545,000 |
| Total Expenditures | 1,047,923 | 2,281,810 | 2,129,335 | 1,746,365 | 1,773,610 |

Explanation of Expenditures

The 2016 Proposed Employee Benefits includes a 7.8% health insurance increase. Estimated 2015 Capital Outlay includes the purchase and installation of a new VOIP telephone system and new audio/video equipment. Proposed 2016 Capital Outlay includes the purchase of ERP hardware and a back-up system in addition to the replacement of mobile data terminals in Police vehicles and the replacement of the Live Scan System.

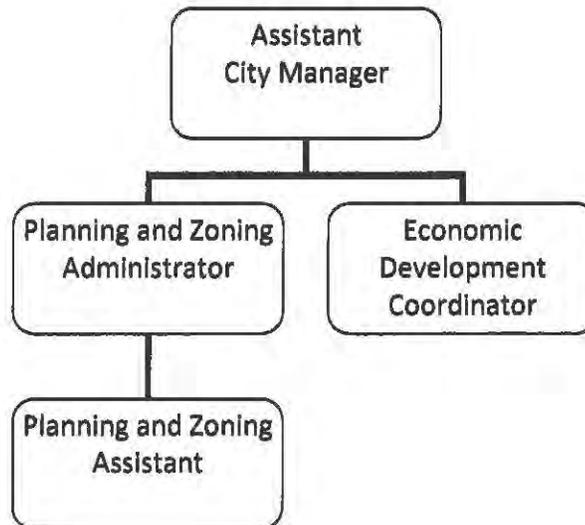
FY 2016 (JAN-DEC.)

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



2015 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 21 applications, including the following key requests:
 - City of Elmhurst – Medical Marijuana Text Amendment
 - Peterbilt Truck Sales (Industrial Park)
 - Gem Construction Townhomes – First St.
 - City of Elmhurst – Public Works Garage Rezoning
 - Yorkfield Presbyterian Church– Food Pantry
 - Thorntons - (Old Steven’s Steakhouse site)
 - Paragon Development (Old Waverton Hotel Site)
 - Gerber Collision and Glass Headquarters (Industrial Park)
 - Just Tires – Route 83
 - Yard Variations for residential properties
 - Sign Variations for numerous new businesses

- Continued implementation efforts of various recommendations in the 2006 Downtown Plan and the 2009 Comprehensive Plan including the following:
 - a. Coordinated efforts with Assistant City Manager regarding North York Street Corridor Plan by issuing an RFP for a North York Corridor Streetscape Plan.
 - b. Assist in the preparation of a new Downtown Plan.
 - c. Assist in the preparation of new regulatory ordinances (e.g. Fences, Medical Marijuana, Electronic Signs in Residential Districts, etc.).

- Other Activities
 - a. Assisted Historic Preservation Commission in coordinating architectural tour
 - b. Assisted Sustainability Task Force in gathering information for proposed Sustainability Plan

2016 Expectations

- Update 2009 Comprehensive Plan.
- 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.
- Assist in the completion of the Downtown Plan Update.
- Implement Zoning Ordinance Text Amendments recommended in the Downtown Plan update.
- 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.
- The Historic Preservation Commission is beginning an architectural survey in 2015 to be completed in early 2016.
- Assist the Sustainability Task Force in completing the Sustainability Plan.

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

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|----------------|----------------|----------------|----------------|----------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 132,412 | 191,400 | 195,700 | 275,400 | 285,700 |
| Employee Benefits | 48,440 | 93,500 | 89,140 | 138,145 | 146,455 |
| Contractual Services | 117,853 | 291,900 | 296,225 | 274,350 | 274,380 |
| Commodities | 695 | 600 | 600 | 600 | 600 |
| Other Expenses | 17,281 | 34,000 | 34,000 | 39,000 | 39,000 |
| Interdepartmental Charges | 20,847 | 45,640 | 42,590 | 34,930 | 35,470 |
| Total Expenditures | 337,528 | 657,040 | 658,255 | 762,425 | 781,605 |

Explanation of Expenditures

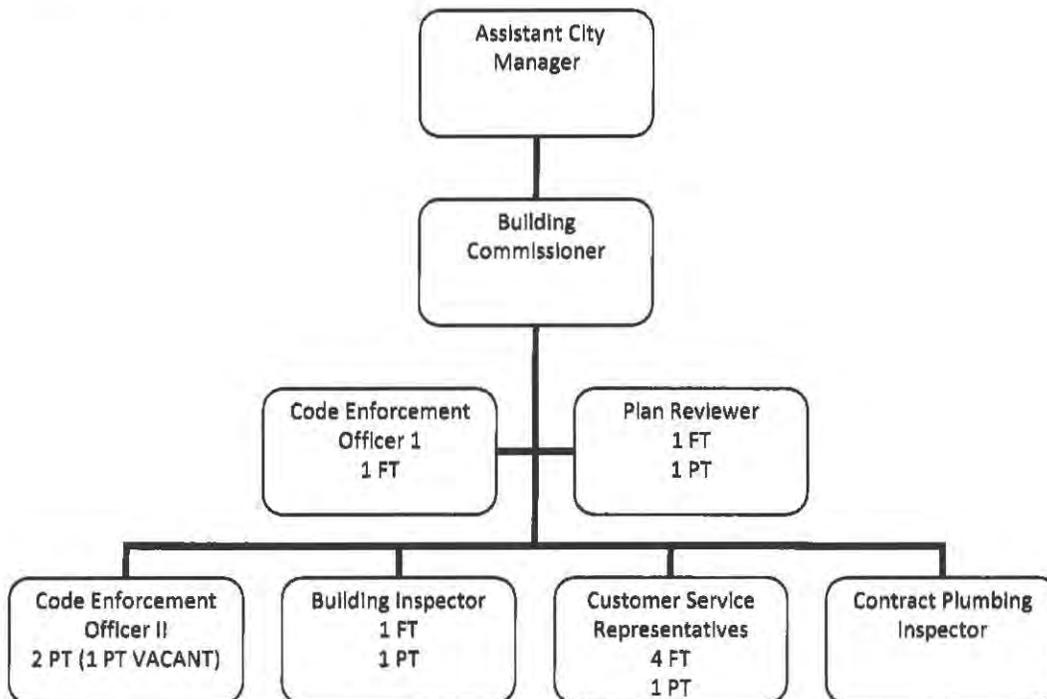
The 2016 Proposed Employee Benefits includes a 7.8% health insurance increase. The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111). The 2016 Proposed Salaries includes a new full time Economic Development Coordinator position.

FY 2015 (JAN - 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



2015 Accomplishments

- Effectively enforced the adopted ICC Series of Codes and the City of Elmhurst Code Amendments for all construction projects.
- Enforced the State mandated Energy Conservation Code.
- Adopted the latest edition of the Illinois Plumbing Code and successfully got local amendments approved by IDPH, Illinois Department of Public Health.
- 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.
- 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 the staff architectural review team for compliance with the building design guidelines of the downtown plan.
- Administered the Overhead Sewer Program and the Check Valve Reimbursement Program.
- Maintained library of all current codes and disseminated information, as requested.
- Maintain the computer graphic archiving of all drawings and record documents.
- Implemented and expanded the capability of electronic plan review.

2016 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. Hahn Street Project – North District
 - ii. Wilder Crossing – 6 Story Condo
 - iii. Thornton’s Gas Station – 476 N. York St.
 - iv. Nitti Development – New Homes @ Berteau Campus
 - v. L.A. Fitness @ Former Waverton site
 - vi. Developments in the North York TIF District
 - vii. Lakeside Bank – 165 S. York St.
 - viii. FFC Fitness Center – 140 N. Addison
 - ix. Gerber Collision & Glass – 400 W. Grand
 - x. Artis 72 Bed Assisted Living Facility
 - xi. Construction of approximately 125 New Single Family Homes throughout the City
 - xii. Island Construction 8 Townhomes @ Seminole & York
- Enforce Codes and Code Amendments in coordination with the adopted ICC Series of Codes and other State and Federal code mandates.
 - Provide staff training on the significant processes and procedures.
 - Provide information to architects and contractors on code requirements and code interpretations.
 - 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.
 - 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, Check Valve Program, review drawings and applications, issue permits, and perform inspections.

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

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|----------------|----------------|----------------|----------------|----------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 479,326 | 488,700 | 495,000 | 519,000 | 538,300 |
| Employee Benefits | 275,600 | 250,900 | 246,785 | 258,220 | 274,355 |
| Contractual Services | 61,916 | 68,550 | 62,450 | 67,770 | 69,120 |
| Commodities | 6,406 | 4,930 | 5,930 | 9,480 | 6,980 |
| Other Expenses | 5,997 | 7,860 | 7,860 | 8,000 | 8,200 |
| Interdepartmental charges | 31,271 | 68,450 | 63,880 | 52,390 | 53,210 |
| Total Expenditures | 860,516 | 889,390 | 881,905 | 914,860 | 950,165 |

Explanation of Expenditures

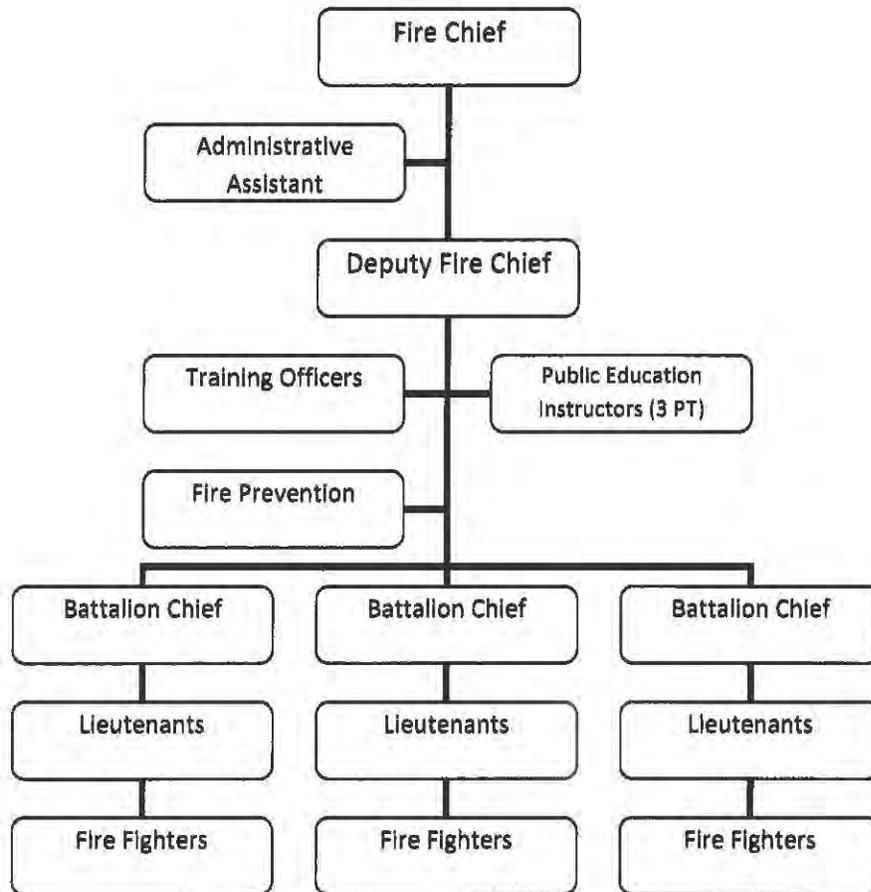
The 2016 Proposed Employee Benefits includes a 7.8% health insurance increase.
The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111).

FY 2016 (JAN-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



2015 Accomplishments

- Applied for and received Illinois American Water grant to purchase a ventilation fan that will be carried on our front line apparatus. The fan is lighter and can move more cubic feet of air per minute than our older equipment which removes smoke and toxic vapors.
- Applied for and received the Assistance to Firefighters Grant totaling \$220,000.00 through DHS/FEMA that will replace 38 Self Contained Breathing Apparatus that are over 15 years old and require extensive maintenance.
- Completed the specification and placed an order for a 95 ft. Tower Ladder that will replace the 19 year old Ladder Truck that has over 100,000 miles and has several maintenance issues.
- Revised running procedures to reduce the amount of incidents that a ladder truck would respond to. The calls were assigned to other apparatus which will increase the life of the larger apparatus and will also reduce maintenance and fuel expenses.
- The North East Fire Operations Group (NEFOG) is a group of Chief Officers which meet on a monthly basis from 10 neighboring fire departments as a cooperative group to discuss training opportunities, group purchasing, and ideas for streamlining operations.
- Fire department members attended an event to honor Payton O'Brien and to swear him in as an honorary member of the Elmhurst Fire Department at a York High School basketball game.
- The fire department hosted a Crude Oil by Rail Awareness class at the Elmhurst Christian Reformed Church on Brush Hill. Over 150 area firefighters attended the class which introduced firefighter's to tactics and strategies for handling crude oil train derailments.
- Members attended a MABAS Technician training at the MABAS Readiness Center in Wheeling, IL. The purpose of the training was to train Chief Officers to assist with large scale incidents/disasters/events such as Katrina and the NATO Summit hosted in Chicago.
- Firefighters and paramedics were honored by Edwards Elmhurst Hospital on three separate occasions. The April Run of the Month involved a 77 yr. old male who accidentally drove his car into a retention pond. The rescue required the coordination and collaboration of multiple agencies which include Elmhurst and Oakbrook Terrace Police and Elmhurst and Mutual Aid Fire Departments.
- The second Run of the Month was for a response to a motorcycle accident at North and Maple Avenue. The victim was stabilized on scene and transported to the hospital for further treatment.
- The department received the third Run of the Month for a patient they transported who had suffered a stroke. Because of the early notification and identification of stroke symptoms the patient received TPA and improved.

- Fire department staff disseminated information on the city's emergency notification system Code RED. Posters, flyers and FAQ's flyers were delivered to all city buildings, Library, Park and School Districts, Chamber, City Centre and Elmhurst College.
- Fire department personnel attended the Elmhurst Farmers Market at York and Vallette. Fire prevention and educational materials were handed out and firefighters greeted market attendees
- Companies attended a BBQ at Elmhurst College celebrating the employees and their families.
- Fire personnel attended a safety and security meeting at Elmhurst School District 205. Crisis plans were reviewed and the city's new Code Red system was explained.
- Attended numerous block parties and events including the Elmhurst Park District's Touch a Truck event.
- Members of the fire department met with the York High School Athletic Director and a Park District representative to review the Emergency Action Plans for athletic events both on district grounds and at other outside locations.
- The Elmhurst Fire Department initiated a pilot training program that will allow its EMT-B Firefighters to administer Narcan for Opioid/Heroin overdoses. Elmhurst was the first fire department in the State of Illinois to pilot this program which was later presented to the rest of the state.
- The fire department purchased a second Hydrogen Cyanide Monitor to help measure toxic atmospheres during structure fires. Hydrogen cyanide is particularly dangerous because of the toxic/asphyxiating effects and has been linked to several firefighter fatalities nationwide. The department now has two hand held monitors which have been placed on both engines.
- Police, Fire and Public Works representatives met with County, Elmhurst Chicago Stone Quarry and Chicago Fire television show representatives to work out details for filming an episode of Chicago Fire at the Elmhurst quarry. Members of the department and the technical rescue team provided personnel to stand-by for the actual filming of an episode of Chicago Fire.
- Fire Chief Bacidore and Deputy Chief Anaszewicz attended the Elmhurst College Nursing Department graduation ceremony. The Elmhurst Fire Department received the Marilyn Graber Friend of Nursing Award for the support the provided for the opening of the simulation laboratory at Edwards Elmhurst Hospital.
- The fire department continued it Ride-Along program with Elmhurst College. The program allows nursing student to observe incidents during their coursework so that they are able to see what takes place in the field before the patient arrives at the emergency room.

- The Elmhurst Fire Department hosted two blood drives sponsored by Life Source at fire station 2. The blood drives helped raise 18 units of blood.
- Members of the department assisted Elmhurst Park District lifeguards at Smalley Pool with a mock water rescue of a drowning victim.
- Elmhurst Fire crews utilized several different homes and buildings scheduled for demolition for training. Firefighters were able to train in on search and rescue techniques, ventilation, and hose line advancement utilizing a smoke machine that produces non-toxic smoke. Many residents and children observed the training and questions were answered giving a better understanding of a firefighter's job.
- Elmhurst Firefighters and Paramedic's joined Hillside to honor Marine Corporal Sara Medina of Aurora. Corporal Medina was among eight people killed in a helicopter crash while on a relief mission in Nepal. Fire Departments assembled on the entire route from O'Hare to a Plainfield funeral home to honor Corporal Medina.
- Fire Chief Bacidore attended the 10th annual Illinois Fire Service Home Day at the Northeastern Illinois Public Safety Training Academy (NIPSTA). United States Senators and Representatives were invited to the program to experience what the funding for Disaster Preparedness has provided.
- Fire department personnel met with NiCor representatives to discuss a project that involved the replacement of a 20 inch high pressure gas valve on Hampshire Ave.
- Members of the Elmhurst Fire Department took first place in the American Lung Association "Fight for Air Climb" at the Oakbrook Terrace Tower. The teams had to wear full firefighter turnout gear including a Self-Contained Breathing Apparatus while running up 31 floors and 680 steps. Funds raised by the event went to fight lung related diseases.
- Firefighters hosted the EPD Citizen Police Academy class at fire station 1. This was a new added section to the academy class and department personnel covered fire department history, daily operations/training, firefighting equipment, apparatus and protective clothing.
- Elmhurst firefighters and paramedics designed and wore red t-shirts in support of all United States servicemen and women. The red t-shirts have become a tradition in the fire service and is a simple way to show support for all U.S. Military personnel past and present.
- The fire department hosted a M.A.B.A.S. Division 12 drill at the training tower. Fire departments from Glenside, Addison, York Center, Oakbrook, West Chicago, Wheaton and Oakbrook Terrace were on hand to practice hoseline advancement, ventilation and forcible entry.
- Elmhurst Fire Department Administrative Assistant Lauren Wulf received the Fire Chief Bill Bacidore Memorial Scholarship from the Illinois Fire Chiefs Association.

- Elmhurst Fire, ESDA and Police representatives coordinated an emergency command post at the Elmhurst Cycling Classic.
- The Fire Department began to work under a station based dispatch model through Du Comm Consolidated Dispatch agency. This model will improve the efficiency for dispatching units to an emergency and simplifies the steps a dispatcher needs to make before prompting units to respond.
- Chief Bacidore attended the Elmhurst Rotary luncheon as the guest speaker. Elmhurst Fire Department statistics and operations were discussed and the chief answered many questions from the group.
- The Elmhurst fire department was recognized by Edward-Elmhurst Hospital for its part in the treatment and transport of cardiac patients who need to have angioplasty performed. This “Door-to-Balloon-Time” is a critical measure of the success of cardiac patients and could not be achieved without recognition and treatment in the field and rapid transport to the hospital.
- Firefighters completed training on extrication techniques with cars provided from O’Hare Towing. The fire department received 6 vehicles which allowed firefighters to practice removing training mannequins as if it was a real incident.
- Firefighters collected money for Muscular Dystrophy (MDA) at the intersections of North Ave and York Rd. and at Butterfield and York Rd. Each shift spent one day collecting money to help find a cure for this disease.
- Fire Department personnel inspected the Jaycee carnival rides on all four days of the operation. Firefighters and Paramedics also assisted with the Special Kids day on Saturday.
- Members participated in Firefighter Health and Safety Week. Representatives from Edwards-Elmhurst Hospital, IAFF Peer Support Group and Midwest Heart Clinic were on hand to speak to the firefighters on cancer prevention and living a healthy lifestyle.
- Fire department personnel inspected the Saint Demetrios Greek Church festival and carnival rides. Personnel along with Mayor Morley, Alderman Leader and Dunn also attended the opening ceremony for the festival.
- Companies performed fire safety inspections of all commercial, industrial and multiple family occupancies for a total of 2,332 inspections during the year.
- Members pressure tested all fire department fire hose.
- Conducted NFPA pump tests on all fire department pumps.
- Companies 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.

- Members continued to support other city departments with training in safety, first aid, CPR, confine space and trench rescue.
- Car seat technicians continued the Child Car Seat Safety program and assisted with the inspection of over 100 car seats.
- Completed maintenance of the training tower burn room.

Public Education

- The Public Education Division along with Oakbrook Terrace Fire Department presented a pilot program for special needs children at Salt Creek School. The presentation covered a 911 simulators, and ambulance familiarization for vision and hearing impaired children. There were over 18 children in attendance.
- The Public Education Division conducted fire safety training for all Elmhurst 2nd and 3rd grade students with the use of the Fire Safety Trailer.
- Presented the Learn Not to Burn programs to all fourth graders in Elmhurst schools.
- Presented the Cool Rules for Fire Safety program to all first graders in Elmhurst schools.
- Witnessed fire drills at all Elmhurst schools including Elmhurst College, Park District and senior living facilities.
- Held an annual Teacher's Appreciation Day and judge the Learn Not to Burn Poster Contest.
- Attended awards assemblies for all Elmhurst schools and presented Learn Not to Burn Certificates to those who completed the program.
- Presented P.R.O.M. (Please Return on Monday) program at IC High School.
- Conducted a fire drill for special needs children, parents and staff from York High School.
- Presented fire extinguisher programs to numerous adults at Elmhurst Hospital, Elmhurst College, City of Elmhurst Waste Water Treatment Plant and other Elmhurst Businesses.
- Presented Senior Safety program to 75 Lexington Senior Living residents
- Attended career day at York, Sandburg and Churchville schools.

Fire Prevention Bureau

- Continue to inspect all commercial occupancies, businesses, restaurants, and churches throughout the city.
- Continued efforts in fire prevention which includes consultations, inspections, and plan reviews.
- Continue to review new permits that are issued for new construction.
- Continue to review sprinkler permits that are submitted for commercial buildings.
- Continue to support the wireless radio program and have coordinated the installation of 11 new wireless alarms bringing the total to 516 alarms. All wireless radios that have been installed and are currently being billed.

2016 Expectations

- Continue to evaluate response procedures and identify ways to reduce wear on vehicles and the cost for maintenance while maintaining the same quality of service.
- Continue to evaluate and revise department standard operating procedures.
- Continue to support a ride along program for Elmhurst College Nursing students and for firefighters and EMT high school students.
- Continue to perform fire safety inspections on 100% of all commercial, industrial and multiple family occupancies within the year utilizing hand held computers and Firehouse Inspector Software Program.
- Continue to preplan 100% of all commercial, industrial and multiple family occupancies.
- Continue to inspect 100% of city fire hydrants within the year.
- Continue to work with Fire east Group and explore ways to reduce costs with group purchases, develop standard operating guidelines, and train together to increase our efficiency during an emergency incident.
- Replace a 1994 E-One Rescue Squad with a newer more efficient Engine/Squad. The current Squad is seeing an increase in maintenance issues/costs and out of service time.
- Continue to attend conferences and take advantage of training opportunities so that our members are better prepared to deal with emergency situations.
- Continue to partner with Life Source and host additional blood drives throughout the year. Every unit collected earns money to support the Illinois Fire Chiefs Scholarship Foundation.
- Continue to collaborate with and identify training opportunities with Elmhurst College and Elmhurst Hospital at the new simulation lab.
- Initiate the layout process for a year book that will cover the history of the fire department, equipment and members since its inception.
- Continue the use of the fire-training tower for live fire training with Elmhurst and surrounding agencies
- Continue to pressure test 100% of fire department fire hose.
- Continue NFPA pump tests on all fire department pumps.
- Conduct NFPA non-destructive tests on 100% of all fire department aerial ladders.
- Continue to seek alternate funding for equipment and apply for DHS Fire Act grants and other outside funding sources.
- Continue the training for all city personnel on the Emergency Operations Center.
- Continue to support other city departments with training exercises.
- Continue to replace and repair worn and outdated fire department equipment.
- Complete the scheduled replacement of (1) one fire department staff vehicle.
- Continue the use of the fire-training tower for live fire training.

Public Education

- Develop a babysitting class that covers the responsibility and importance of safety in dealing with children.
- Continue to meet with parents and students with special needs to discuss evacuation process at Elmhurst schools as requested.
- Continue to present Learn Not to Burn and Cool Rules for Fire Safety to all schools in Elmhurst.
- Present the Please Return On Monday (P.R.O.M) program at York and Immaculate Conception High Schools.
- Participate in National Fire Prevention Week by hosting several tours of both stations, deliver presentations to school students, and end the week with the Open House at Fire Station 2.
- Continue to support the ride-a-long program with the Technology Center of DuPage for firefighters and EMT high school students.

Fire Prevention Bureau

- Continue the use of a paperless fire inspection program for all occupancies throughout the City of Elmhurst. The paperless system is used by both firefighters and fire prevention bureau personnel.
- Continue to review all plans that are submitted for new occupancies and address the necessary fire protection.
- Continue to update and monitor the Radio Fire Alarms system.
- Perform Fire Safety Inspections on 100% of all commercial, industrial and multiple family occupancies within the year.

**Fire Department (#110-4020)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|-------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 4,624,387 | 4,866,880 | 4,821,508 | 4,974,886 | 5,173,175 |
| Employee Benefits | 2,546,754 | 3,080,110 | 3,171,330 | 3,324,425 | 3,526,780 |
| Contractual Services | 283,649 | 299,170 | 291,670 | 298,078 | 306,669 |
| Commodities | 58,551 | 69,950 | 69,950 | 75,800 | 71,600 |
| Repairs & Maintenance | 30,906 | 38,000 | 38,000 | 62,000 | 62,000 |
| Other Expenses | 103,994 | 117,050 | 117,050 | 126,600 | 126,600 |
| Insurance | 8,428 | 6,530 | 6,420 | 6,630 | 6,850 |
| Capital Outlay | 53,010 | 906,000 | 959,103 | 950,000 | 0 |
| Interdepartmental Charges | 390,914 | 572,460 | 511,960 | 502,620 | 506,090 |
| Total Expenditures | 8,100,593 | 9,956,150 | 9,986,991 | 10,321,039 | 9,779,764 |

Explanation of Expenditures

The 2016 Proposed Employee Benefits includes a 7.8% health insurance increase. The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111). The 2016 Proposed Repairs and Maintenance includes \$20,000 for repairs to Station 1.

FY 2015 (JAN-DEC.)
POLICE DEPARTMENT

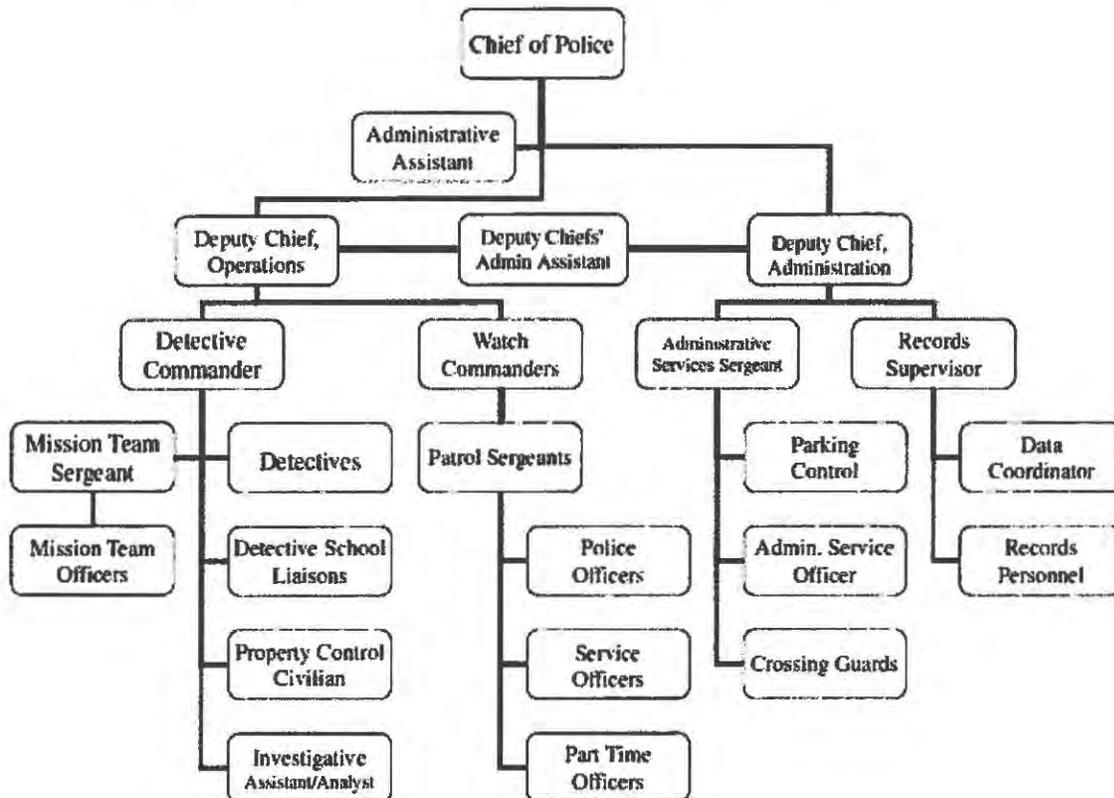
Mission

The primary mission of the Elmhurst Police Department is to provide effective and efficient delivery of law enforcement service to the community. The Police Department achieves this mission by a simple motto, ***"Providing the Best."*** The mission and motto are the guiding principles in the delivery of service to the community.

Department Overview

The 2016 budget once again strives to continue to provide the same high level of public safety services to the Elmhurst community. The Police Department has a budgeted staff of 68 full-time sworn officers from the authorized 70 officers, 9 part-time officers from the authorized 15 officers, and 21 civilians. These vacancies were effected in an effort to reduce personnel expenditures in the past fiscal year. The Police Department is a 24/7 operation delivering superior service to the citizens of Elmhurst. The Police Department also participates in many cooperative public safety programs and mutual aid agreements to maximize efficiency and reduce costs in providing public safety to our citizens. These programs include, but are not limited to: DuComm (regional dispatch center for public safety), DEA (Drug Enforcement Administration), DuPage County Children's Center (county-wide child sex abuse investigation unit), DuPage County Major Crimes Task Force (MCTF), DuPage County Accident Reconstruction Task Force (DUCART), Identity Theft Task Force, and both the Northern Illinois Police Alarm System (N.I.P.A.S.) and the Illinois Law Enforcement Alarm System (I.L.E.A.S.), which are multi-agency mutual aid compacts to assist in dealing with critical incidents.

Elmhurst Police Department – Organization Chart



2015 Accomplishments

- The Police Department handled 31,114 calls from January through August, 2015.
- Traffic tickets issued – 6,249
- Warning tickets issued – 3,719
- Combined total — 9,968
- Parking tickets issued – 9,942, including 1,814 City vehicle license tickets.
- In 2015, 130 drivers were arrested for DUI, resulting in a total of 203 counts of DUI.
- In addition, 16 drivers were arrested for DUI Drugs, and 1 was arrested for DUI Zero Tolerance (Underage drinking and driving violation).
- City Prosecution of DUI cases: the City continues with DUI prosecution for first time offenders. This program continues to be very successful with a consistent professional prosecutor who can work locally with our officers.
- Vehicle-related citizen assists included:
 - 444 Lock Outs
 - 61 Motorist Assists
- Approximately 600 5th grade students graduated from the program in the spring of 2015. For the ninth year, DARE officers also taught internet safety to the 5th grade classes.
- Three adult volunteers continue to assist with the program. Four senior peer jurors graduated from the program and were recognized for their service to the community. There were 21 juvenile peer jury hearings held from December 2014 to September 2015. Teen offenders resolved their crimes by completing community service, restitution, apology letters, and discussing the matters with their parents at hearings.
- The Citizen's Police Academy program continues to be one of the most popular and successful with the community. The 12-week CPA curriculum provides citizens with an opportunity to view firsthand how the Elmhurst Police Department serves the Elmhurst community. CPA enhances communication between the police department and the community, thereby creating a greater understanding of the police department and police officers' role in our community. This partnership allows the police department and the community to work together in the vital effort of reducing crime. The Citizen's Police Academy Alumni Association (CPAAA) also continues to grow with every graduating class. The CPAAA assisted the police department in a number of community events this past year, including the annual Dan Gibbons Turkey Trot and the St. Patricks' Day parade.
- The Police Department hosted one intern from Western Illinois University during the spring semester and one intern from Illinois State University during the fall semester. The 600-hour Internship exposed the student to all divisions within the Department.
- Department Awards given to personnel so far this year (from January – September 2015) for acts above and beyond the scope of their regular duties include:
 - 6 Unit Citations
 - 2 Letters of Recognition
 - 1 Life Saving Award
 - 3 Valor Awards
- A National Safety Council class taught by Elmhurst Police instructors taught 110 students from October 2014 to September 2015. This class is available to all residents and students in

Elmhurst, ages 16-24. The program teaches decision-making skills for young drivers beyond the traditional driver education training. Also, the City Prosecutor has been using Alive at 25 as a diversionary program for young traffic violators with the intent to educate the violator to become a safer driver in the future.

- Beverage Alcohol Sellers and Servers Education and Training – The Elmhurst Police Department presented 4 classes for local bars and restaurants so far in 2015.
- The police department hosted two Prescription Drug Take Back days in the spring and fall of 2015, resulting in the collection of approximately 318 lbs. of expired, unwanted, or dangerous drugs. These drugs were safely destroyed by the Drug Enforcement Agency, which prevented them from entering our water supply or coming into the possession of children.
- Between January and October 2015, 581.5 pounds of prescription medication and over-the-counter drugs were dropped off at the prescription drug collection box located in the police station lobby. The police department also received a grant to purchase a portable prescription drug collection box, which will be used at community events to allow residents a convenient venue to destroy unwanted medications.
- When officers make arrests for certain offenses, including but not limited to DUI, possession of a controlled substance, driving while license suspended/revoked, drag racing, soliciting/prostitution, armed robbery, or felony theft, the offender's vehicle is towed. After a suspect is released, he or she must post a \$500 bond at the police station for the release of the vehicle. If the vehicle owner wishes not to contest the Administrative Tow, the bond is accepted as the fine. This tow fee helps defray the police department's costs associated with these types of arrests. 361 vehicles were administratively towed and upheld from January to September, 2015. This resulted in \$139,825 in revenue to the City.
- In late fall of 2014, the City expanded the Administrative Adjudication Hearing Program to include city ordinance violations that were formerly heard in the county court system. The police department trained its officers and implemented the new ordinance system this year to better manage violations of local ordinances.

CRIME PREVENTION PROGRAMS & COMMUNITY ENGAGEMENTS

- Increased crime prevention and community engagement initiatives
- S.A.L.T. (Seniors and Law Enforcement Together) – held monthly meetings of its 75 members
- Peer Jury
- DARE (Drug Abuse Resistance Education) – program taught in 12 grade schools
- Beverage Alcohol Sellers and Servers Education and Training (B.A.S.S.E.T.) – was presented to employees from local bars and restaurants in Elmhurst
- Identity Theft
- Bicycle Safety
- Personal Safety Issues
- Railroad Safety
- Police Station Tours: 5 performed
- Attending Block Parties: 12 performed
- Internet Safety – child, adult, and parent sessions

- *“Lock it or Lose It”* – a crime prevention program that began in 2007 was continued in response to burglaries of unlocked homes and vehicles; a *“Lock it or Lose It”* banner was displayed on the Palmer Drive underpass.
- Community engagement is vital to ensure the mission of protecting the community. In an effort to improve the partnership between the community and the police department, we continued our Neighborhood Roll Call program. The Neighborhood Roll Calls take place on residential streets at locations throughout the city. These officer briefings bring the police officers who are assigned to patrol that particular area into the neighborhood, meeting residents on the sidewalk in front of their homes. The participating officers are introduced to the residents by a supervisor, and they discuss emerging trends and recent calls for service in order to provide greater visibility and transparency. Residents are encouraged to ask questions and speak directly with officers, detectives and command staff in a non-enforcement environment. The roll calls have had a huge positive response, building greater partnerships between the police and the community. This year, 33 Neighborhood Roll Calls were held and were attended by 600 residents. The initiative has reached approximately 1,500 residents since its start in 2014.
- It is the desire of the Elmhurst Police Department to continue to build a strong partnership between the police department and the community we serve. Police officers have been striving to interact with children and adults in the downtown district, the library, at local businesses, on the prairie path and trails, at parks, schools and on foot patrols in residential neighborhoods. The officers are providing adults with various types of handout materials and informational pamphlets, while badge stickers and mini flashlights have been passed out to the children.
- Department members also continue to be involved in community-based presentations, speaking to various community groups within the city. Covered topics have included theft prevention, residential burglary prevention, crimes against seniors, terrorism, police operations, and investigative analysis. 30 speaking presentations were conducted for the following community organizations: Elmhurst Citizen’s Police Academy (CPA), Elmhurst CPA Alumni Association, Elmhurst City Hall, Elmhurst Park District, Visitation Church, York High School, Kiwanis and Lions Clubs, and the Elmhurst School District PTAs.

BICYCLE PATROL

- In May 2014, an increased emphasis was placed on the Bicycle Patrol Unit and has continued into 2015. The unit consists of 16 Officers who ride in areas with high pedestrian and bicycle traffic to increase the safety of the community. Along with community patrols, the Bicycle Unit also participated in the Memorial Day parade, Safety Town, Park-a-Palooza, the Jaycee’s Carnival, Bike Parade, Touch a Truck, Elmhurst Cycling Classic, Spring Road Pet Parade, and the Child’s Safety Fair. The Bicycle Patrol Unit totaled approximately 300 hours of activity through September of 2015.

TRAINING

2015 Accomplishments:

- Members of the Police Department completed a total of 2,857 hours of training from January thru September, 2015, including but not limited to firearms, legal updates, defensive tactics, first aid and annual certifications.
- Five newly hired police officers attended the 440 hour Basic Police Officer Training at the Police Academy. These officers will be assigned to the uniformed patrol division.
- All new officers were trained on "Naloxone" which, when properly administered, will reverse a drug overdose. In 2015, the police department used this life-saving drug on two patients to successfully reverse their drug overdoses.
- Officer Hawkins graduated from DARE Officer Instructor Training.
- Detective Bruckner received training in EFIT-V, a facial composite imaging software program used to create composite images of offenders through a victim or witness interview.
- Sgt. Kolpak is currently enrolled in the 360 hour Northwestern Center for Public Safety Staff and Command course. He will graduate in January 2016
- Sgts. Mandat and Himpelmann are scheduled to attend the two-week Supervision of Police Personnel course hosted by the Northwestern University Center for Public Safety at Triton College in December 2015.
- Sgt. Mandat completed the FEMA Incident Command System (ICS) Level 300 course.
- The Police Department Training Room was updated with new audio visual equipment.

FIELD TRAINING PROGRAM

The Field Training Program consists of 10 Field Training Officers (FTOs), 2 Service Officer FTOs, 2 Part-Time Officer FTOs and 2 Field Training Supervisors. Each FTO has attended a 40-hour FTO training curriculum to learn and understand the qualities needed to be an effective teacher, mentor and coach. FTO trainers are instructed on the essential process of properly documenting a recruit's performance and assisting recruits in acclimating, both to the specific requirements of the Elmhurst Police Department and more generally to their career in law enforcement. Recruit officers are assigned to different FTOs, with various specialties, who then expose them to the wide range of skills necessary to become a successful police officer in Elmhurst. FTOs assist the recruits with incorporating the application of City, State and Federal ordinances and statutes with both their police academy training and their field training.

The Field Training Program is 22 weeks long and includes 14 weeks of shift work on the Day, Afternoon and Midnight shifts. After the initial 14 weeks, there is a 3-week "shadow phase" where the recruit works with an FTO who is primarily maintaining an observation mode, letting the recruit work independently while remaining at his/her side to assist if needed. Following that is a 4-week "solo phase" in which the recruit works on his/her own, applying all of the cumulative training received up to that point. The final week of training consists of an evaluation phase with an FTO to assess the abilities, level of confidence, and experience gained before the recruit is released on an independent basis for the remainder of the probation period, which is 15 months from the date of hire.

During the past year, 5 new officers were hired and assigned to the Suburban Law Enforcement Academy at the College of DuPage for the 12 week training curriculum. Upon graduation, they begin the 22 week field training program within the police department.

Of the 5 newest officers hired since December 2014, 2 are currently in field training, and 3 have successfully completed the field training program and have moved into solo patrol. Additionally, during this year, 2 new service officers and 3 new part-time officers have been hired. One part-time officer has successfully completed field training and is in solo patrol; the others are currently in field training and will be ready for solo patrol before the end of the year.

2015 Accomplishments:

- Implementing a new “on-boarding” process for newly hired police officers to allow a better understanding of department protocol and obligations to the community as a whole and to better prepare them for their training assignments.
- The successful training of 5 new police officers, 2 service officers and 3 part time officers.
- The implementation of a new training application and techniques that will benefit recruits in successfully completing the field training process.
- New technology for FTOs utilizing required documentation that helps both the FTO and the recruit in assessing performance.

2016 Expectations:

- Continuously striving for the best possible training tools and philosophies for FTOs to address current trends and the constantly changing culture.
- To promote current police officers who possess skills conducive to a field training officer assignment.

PATROL RIFLE PROGRAM

Active Shooter incidents, with the intent to quickly cause mass casualties, are on the rise in schools and other public places. The Elmhurst Police Department is prepared to confront this threat by deploying Colt law enforcement rifles in every patrol squad to address these dangers to our community. All sworn officers have attended extensive training to safely and effectively deploy these rifles in situations where use is warranted for the safety of the community. The initial training consists of 16 hours of instruction, ending with qualification requirements for officers. Continued training is conducted on a monthly basis in-house, along with scheduled outdoor long-range training and qualification twice a year. This training consists of, but is not limited to, safe handling of the rifle, team tactics, and shooting skills at both close range and long distances.

CRISIS NEGOTIATION TEAM

Crisis Negotiators are Elmhurst Police Officers who are specifically trained in “crisis intervention” skills. They are called upon when a person in crisis who may pose a threat to themselves or others is encountered. The goal of the team is to peacefully resolve crisis situations by listening and responding to the person’s concerns and by the use of effective communication tactics. Some

common situations that may require the skills of a negotiator include a person who is trapped in the act of committing a crime, a person involved in a domestic problem, and suicidal persons.

2015 Accomplishments:

- Officers Corrigan and Cuzzone were certified as Crisis Intervention Officers and received training to deal with individuals in the community with mental disabilities, to provide response to calls involving such individuals, and to build relationships with area service providers that could be of additional help in the community. The department now has five officers, including most of the negotiation team, trained in CIT.
- Crisis negotiators attended the Illinois Crisis Negotiators Association's annual conference in Naperville, Illinois. This is a 4-day training conference that includes hands-on scenario training and presentations from experts in the field from around the country.
- Crisis negotiators trained with the Department's ERT Team on domestic incidents involving a partner being threatened and held against his/her will, simulated using role-players.
- Crisis negotiators participated in a joint training exercise with negotiators from the Naperville Police Department, with an emphasis on responding and negotiating with the mentally ill in crisis.
- Officer Dorian Jarrette was selected as a new member of the crisis negotiation team and attended the 40-hour FBI Basic Crisis Negotiator Course in October. This selection brought the team to seven trained members.

2016 Expectations:

- Look for additional opportunities to train with the Department's ERT Team and other local negotiation teams where additional tactics and skills can be practiced.
- Attend Crisis Negotiator's Conference in Naperville, Illinois during the Spring of 2016.

K9 UNIT

The Elmhurst K9 unit started in 1997; we are presently on our third K9 since that time. Officer Anthony Poli and his Belgian Malinois partner, Diesel, are the current Department K9 team.

2015 Accomplishments:

- Officer Poli and partner Diesel trained twice a month with other K9 units from surrounding towns as part of a continuing training group.
- Trained with Elmhurst Police Department Emergency Response Team a several times throughout the year.
- Officer Poli and partner Diesel assisted numerous police agencies on tracking individuals involved in criminal activity, narcotic searches on vehicles, and narcotic searches at local schools.
- Officer Poli and partner Diesel provided shift training on perimeter control, vehicle searches, and how to take Diesel off a bite.
- Officer Poli and partner Diesel assisted members of the Elmhurst Police Department in buildings searches, narcotic detection, and tracking of individuals involved in criminal activity.

- Conducted numerous community talks and presentations to the Citizen's Police Academy and other local organizations.
- Assisted Drug Enforcement Administration on narcotic search warrants.

2016 Expectations:

- Continue to train twice a month to enhance the K9 skills.
- Conduct and train fellow patrol officers in use of the K9 unit in patrol.
- Continue to assist other police agencies when called upon.
- Assist the Mission Team on narcotic investigations, vehicle searches, and narcotic search warrants.

Investigative Division

2015 Accomplishments:

- Three Investigators from Investigations are currently assigned and active with the DuPage County Major Crimes Task Force.
- The entire Investigations Division has an active membership with The Illinois Homicide Investigators Association. The membership provides investigative classes and seminars, keeping investigators current with new developments in criminal and forensic investigations.
- The Investigations Division is an active member of the West Suburban Detectives Association and attends monthly meetings to exchange current information for purposes of updating ongoing investigations.
- Lexis / Nexis (Accurent LE Plus) LexisNexis Group is a corporation providing computer-assisted legal research services. The company has the world's largest electronic database for legal and public records.
- APB Net (aka: Critical Reach) this advanced technology provides support and nationwide communication for missing persons, crime sprees, local law enforcement and crime analysis. The company also assists with producing media releases and web updates.
- Leads Online: This resource allows investigators to search nationwide pawn shop records when attempting to recover property taken in crimes. It also aids in identifying suspects and offenders who have committed the crimes.
- Two Investigators attended the forty (40) hour state-certified Lead Homicide Investigators course.
- Three Investigators attended a two day training class on Child Homicide Investigations at the National Criminal Justice Training Center. Course topics included child autopsies, determining cause and manner of death, interviewing and interrogation, development of the suspect pool, and the importance of prosecuting cases to gain convictions.
- One High School Resource Officer attended the forty (40) hour Basic School Resource Officer Training Class. Topics covered in this class were The History of School-Based Policing, Dealing with Dysfunctional Families, Roles and Responsibilities of the School Resource Officer, School Safety and Procedures, Interview and Counseling Techniques, and Substance Abuse Issues.

- One Investigator attended a computer forensics analysis class that was funded by the federal government at the Federal Law Enforcement Training Center (FLETC).
- The entire Investigative Unit will be attending the 2015 Homicide Investigators Conference.
- Computer Network Investigations Training Program (CNITP), which is designed to train criminal investigators to identify, search, seize and analyze magnetic media in a network environment. Investigators are routinely finding that the evidence they need in the furtherance of any investigation can be found on servers regardless of the type of investigation they are conducting. The purpose of this course is to give investigators an understanding of how to identify the server software in question, navigate this system, and collect evidence in a forensically sound manner.
- Over 320 Unified Crime Incident reports were reviewed through August, 2015. Of those, there were 184 assigned investigative cases. Investigative case assignments per month ranged from 13 to 33) and included:
 - Arson 1
 - Assault / Battery 4
 - Auto Theft 6
 - Burglary 20
 - Robbery 2
 - Thefts* 70
 - Sex Offenses 10
 - Financial Crimes** 24
 - Other 47

*Thefts also include all burglary to motor vehicle reports
 ** Including Identity Thefts
- Through August 2015, 39 comprehensive police department and liquor license applicant background investigations were completed. In addition, over 50 solicitor and charitable games backgrounds were completed.

2015 Case Highlights / Accomplishments:

- Investigators and patrol officers worked together to apprehend a suspect who had pointed a gun at another motorist. Valuable information was gathered from the victim that was used to identify the suspect. The suspect was taken into custody; in his possession was a replica handgun that was used during the traffic altercation. The suspect was charged with Aggravated Assault.
- Investigators were called out to a scene where a subject was found lying outside in the extreme cold, unconscious but still breathing. Patrol Officers and Investigators were able to determine that the victim, who was under the age of 21, had been had been drinking at an unsupervised party earlier in the evening. At some undetermined time, the individual had left the house without any winter outer wear. The persons responsible for the party did remember the subject being at their house and consuming alcohol. The subjects hosting the party were charged with Knowingly Authorizing or Permitting a Subject under the Age of 21 to Consume Alcohol. The victim was charged with Consumption of Alcohol by a Minor.

- Investigations took a theft report from a local business owner who had noticed he was missing significant quantities of cash from sales conducted through his business. The investigation conducted by detectives showed that an employee had been stealing money from the business owner for an extended period of time. The suspect was interviewed, confessed to taking money from the business, and was charged with Theft.
- Investigators took a report from the Executor of an Estate who reported that the care taker was financially exploiting the elderly person in care. The complainant stated that the suspect had stolen the identity of the elderly person and was forging his name on checks. The long-term investigation revealed that the suspect had, in fact, been taking significant amounts of money from the victim's bank accounts. The suspect was charged with a Class 4 Felony Theft.
- Investigations followed up on a Deceptive Practices report involving a special needs person who was victimized by a magazine subscription company. The victim had amassed a bill of over \$30,000.00; the investigator was ultimately able to have the charges reversed.
- Investigators were assigned to a report of a Fraud in Progress that was occurring at a local pharmacy. Upon being detained and interviewed, the suspects were found to be in possession of counterfeit currency. One suspect was charged with Theft.
- The assigned investigator of a 2012 robbery continued to gather leads toward obtaining a confession from the second suspect in the case. The case was reopened after the second suspect was located, and a confession from that person was ultimately obtained. The second suspect was charged with Felony Aggravated Battery.
- Subsequent to investigation of an Identity Theft/Bank Fraud, the department's Crime/Intelligence Analyst was able to develop a suspect for the Elmhurst case. Based on the information developed, the analyst linked the suspect to a Deerfield Police Department Case, leading to the positive identification of the suspect as the offender in their case through subsequent investigation by the Deerfield Police Department.
- Investigators were assigned a report of a Suspicious Circumstance wherein the victim had reported her purse stolen by a subject armed with a handgun. The robbery supposedly occurred near one the city's commercial food establishments. The information gathered by investigators indicated that the reported robbery did not take place, and the caller was charged with Disorderly Conduct.
- The Crime Analyst was able to link information gained from a credit card fraud incident to a previous incident geographically removed from the first. Intelligence linking provided suspect information that has been used to further the investigation via successful photo line-up identification.
- Investigators took a report from a local car dealership regarding two individuals attempting to purchase a motor vehicle using false identification. An application for a credit check was completed by the suspects and arrangements made for them to purchase a new vehicle once their credit report came back. The suspects were contacted and interviewed by police and admitted to using false identification. The suspects were charged with Identity Theft.

- Department's analyst was able to develop a suspect and link an incident of tire theft to a crew previously responsible for the same activity in Elmhurst in 2014. An Investigator was provided with actionable information that resulted in initiation of surveillance, leading to the apprehension of the offenders.
- The Illinois Attorney General's High Tech Crime Unit contacted Investigators and requested assistance in initiating a case on Child Pornography after receiving a tip from the National Center for Missing and Exploited Children (NCMEC) indicating our area service provider had identified files being captured by one of their wireless accounts and downloaded to a remote storage location. After several months of investigating the case, a possible suspect was identified and interviewed by investigators. The suspect admitted at that time to downloading child pornography. Several images were recovered from the suspect's computer. The suspect was charged with one count of Possession of Child Pornography.
- The Department's two School Resource Officers are detectives who are specially trained to work in the school environment and liaison with school staff to improve safety in the schools. Examples include: School Resource Officers worked with District 205 and City Officials on emergency response drills for the District. School Resource Officers continue to conduct tabletop exercises for District 205 Services Staff and Administrators to work through the new Threat Assessment Procedures. School Resource Officers organized an active shooter rapid response drill for several schools, expanding to including Timothy Christian and Immanuel Lutheran schools. School Resource Officers continue to pursue a "TIP" line for student / school concerns.
- During 2015, the Elmhurst Police Evidence Unit continued to perform complex evidence work in a thorough manner. Elmhurst Evidence Technicians (ETs) were assigned to all three patrol shifts as well as Investigations and the Mission Team. Numerous crime scenes were processed throughout the year for a variety of incidents. Evidence Technicians assisted the Detective division on criminal investigations and often linked and identified suspects using forensics. The Evidence Technicians also taught methods of evidence recovery to both the Citizen's Police Academy and the SALT program. Several Elmhurst ETs continue to be part of the DuPage County Major Crimes Task Force and DuPage County Accident Reconstruction Team (DUCART).
- Elmhurst ETs attended the 1st Annual Midwest Forensic Training Conference in January of 2015. There, evidence technicians learned state-of-the-art methods for evidence recovery, collection, and processing. In September 2015, the Evidence Technicians attended in-service training at the Elmhurst Police Department. Topics included a review and familiarization with equipment, processing of a "mock" crime scene, and nighttime photography methods.

NUISANCES

- Chronic Nuisance Ordinance - The police department administered 10 Chronic Nuisance cases up to this point in 2015. 229 cases have been successfully resolved since 2008. Only 17 chronic nuisance cases re-offended with a second violation within 180 days, and only 3 went

to a third violation. This program continues to be successful in improving quality of life issues for residents and businesses.

- The Police Department continues to work with the Building Department to enforce quality of life concerns such as:
 - After hours construction
 - Excessive mud/debris left on street due to construction traffic
 - Construction vehicle parking.

OPERATION LIFE SAVER: 2015 RAILROAD SAFETY PROGRAM

- The Elmhurst Police Department and its members continue to be very active in Illinois Operation Lifesaver with 5 presenters, one presenter trainer, and Deputy Chief Jim Kveton as the State Board President. Many Operation Lifesaver events and meetings are held either at the Elmhurst Police Department or at Elmhurst City Hall.
- The City of Elmhurst has achieved 21 years with only two fatal railroad collisions.
- Deputy Chief Kveton gave presentations on the Elmhurst Railroad Safety Program and its successes at several venues, including instructing at the Citizens Police Academy sessions.
- Members of the Elmhurst Police Department conducted Railroad Safety classes, safety blitzes at the Elmhurst train station, and enforcement initiatives concerning rail crossing / trespass violations under a \$5,000 "UP Cares" grant that was provided by the Union Pacific Railroad.
- Members of the Elmhurst Police Department participated at the Train Fest Safety Fair in Union, Illinois.
- Members of the Elmhurst Police Department participated in the Illinois Operation Lifesaver awareness event at the Windy City Thunderbolts minor league baseball game.

MISSION TEAM

The Mission Team is currently made up of three officers and a Sergeant who work in plain clothes to target criminal activity that a uniformed officer would be unable to investigate. During the year, the Mission Team conducted numerous narcotic investigations, developed confidential informants that led to narcotic delivery cases, and assisted other police departments by sharing information. The team also assisted patrol and detectives when needed.

2015 Accomplishments:

- Received grant money from the State of Illinois for alcohol/tobacco compliance checks
- Conducted three alcohol/compliance checks between February and June of 2015, with one more alcohol/compliance check to be completed by the end of calendar year 2015
- Conducted numerous narcotics investigations leading to the arrest of drug dealers selling narcotics to customers in town
- Conducted numerous surveillances related to retail thefts and burglary to motor vehicles
- Presented several community talks ranging from internet safety to the function of the Mission Team in dealing with problems in the community
- Assisted other police agencies with drug investigations and arrests
- Investigated numerous prostitution complaints in hotels throughout town; 11 subjects arrested
- Confiscated 4 motor vehicles for forfeiture

- 77 vehicles administratively towed between January and September of 2015
- \$7,150 in currency seized
- Recovered 1172 grams of Cannabis
- Recovered 34.59 grams of Heroin
- Recovered 34.8 grams of Cocaine
- Recovered 120 pills of Controlled Substances
- Recovered 212.1 grams of Psilocybin Mushrooms
- Recovered numerous items of drug paraphernalia including syringes
- 119 arrests for misdemeanor drugs
- 49 arrests for criminal misdemeanors
- 32 arrests for criminal felonies
- 62 arrests for drug felonies
- 25 misdemeanor warrants
- 4 felony warrants
- 118 City Ordinance arrests, including:
 - Liquor Violations
 - Cannabis/Drug Paraphernalia arrests
 - Other Ordinance Violation arrests
- 457 Traffic citations
- 12 DUI arrests.

2016 Expectations:

- Continue to conduct alcohol/tobacco compliance checks
- Continue to conduct narcotic enforcement with a focus on local drug dealers
- Continue to develop confidential informants to further our investigations
- Assist the Detective and Patrol Divisions
- Develop patrol officers for future assignments in Mission Team and Investigations
- Continue to conduct tactical training with ERT
- Continue to monitor internet websites for prostitution activity in Elmhurst
- Conduct prostitution investigations at area hotels and establishments
- Continue to develop a close relationship with patrol and investigations
- Continue to share information with other police departments
- Conduct Heroin Highway Interdiction to combat heroin use
- Continue to develop close relationships with staff at area hotels and establishments to combat illegal activity at those locations.

EMERGENCY RESPONSE TEAM (ERT)

Throughout the year, the ERT Team trained once a month with an emphasis on hand gun and rifle shooting, covert entries, search warrants, hostage rescue, barricaded subjects, officer survival, rapid response, and critical incident management. Several of the members participated in NIPAS training,

which consisted of room entries and close-quarter combat/handgun training. Below are some highlights of our training from the year:

2015 Accomplishments:

- Participated in rifle training on high-stress shooting and team movement at the St. Charles PD range.
- Secured several residences in town that were in the process of being torn down in order to train in responding to barricaded subjects, serving search warrants and high-risk arrest warrants, and conducting building searches.
- Cross-trained on team roles, both for better understanding and relief purposes, and instituted a Team Leader role.
- Passed yearly physical fitness qualification by each member
- Participation by some members in the ITOA rifle FTX at Marseilles National Guard Base—involved using rifles in different courses of fire and being scored on marksmanship
- Involved different members to be Team Leader and take on the operational plan in the service of search warrants.
- Cross-trained with the Department's negotiators in responding to a barricaded subject exercise. The two teams used the Mobile Command Unit and worked together to gain experience and knowledge in preparation of possible incident(s).
- Utilized the Secret Service Training Center in Chicago to conduct training in Deadly Force encounters and service of search warrants and high risk arrest warrants
- Participated in joint training with the Northern Illinois Police alarm System (NIPAS)

2016 Expectations:

- Continue to train monthly to enhance our skills
- Train fellow patrol officers in tactical approaches to high risk situations
- Conduct joint training with City departments—Fire Department, Public Works—for high-risk situations, i.e., barricaded subjects, rapid response, and high-risk arrest/search warrants
- Bring two new members on the team
- Transition a new team supervisor to the team
- Look for opportunities to train with other police departments' ERT teams

TRAFFIC ENFORCEMENT UNIT

In 2015, the Elmhurst Police Department continued its second year deploying a full time traffic unit officer. The traffic unit consists of one traffic officer who reports to the traffic unit sergeant.

As part of the traffic unit responsibilities, the traffic officer must concentrate enforcement at high accident areas, including monitoring school zones during morning and afternoon student drop-off and pick-up times, with a focus on speeding and cell phone violations. The traffic officer is expected to maintain high visibility and enforce all traffic violations within the City of Elmhurst.

2015 Accomplishments:

- 1046 Traffic Stops
- 498 Speeding Citations
- 497 Other IVC Citations
- 47 Cell phone Citations
- 231 Warning Citations
- On occasion when the patrol shift was extremely busy, the traffic unit officer assisted in accident investigations, evidence collection, and other emergency calls.

2016 Expectations:

- Gain compliance of cell phone violators
- Gain compliance with seatbelt usage
- Increase targeted traffic enforcement in high accident areas
- Continue traffic enforcement in school zones.

IDOT Sustained Traffic Enforcement Program (STEP) Grant

For several years, the Elmhurst Police Department has participated in the Illinois Department of Transportation STEP grant program. Federal grant funds are made available to IDOT, Division of Traffic Safety, annually through the US Department of Transportation, National Highway Traffic Safety Administration (NHTSA) in order to promote traffic safety on our highways. Our major goals are to reduce motor vehicle crashes, fatalities and injuries, increase the use of occupant protection devices, and to reduce impaired driving; primarily during annual holiday evening hours.

Sustained Traffic Enforcement grants are designed to increase safety belt/child safety seat usage and to reduce impaired driving through hire back enforcement. This grant program provides for participation in special enforcement campaigns blocks; such as Click It or Ticket and Drive Sober or Get Pulled Over. In FY 2014 the Elmhurst Police Department conducted ten enforcement campaigns:

2015 Accomplishments:

- Officers continued to make enforcement of cell phone/texting laws a priority
- The Traffic Unit conducted seven overnight Roadside Safety Checks using supplemental IDOT grant funds to remove impaired drivers from our roadways
- Several officers received additional training in DUI enforcement
- Elmhurst was once again awarded an IDOT grant for FY 2016 in the amount of \$61,000.00 for DUI and Occupant Protection enforcement.
- Officers conducting enforcement during the FY 2015 grant campaigns issued a total of 745 citations and arrests, primarily for violations that endanger the motoring public, including:
 - Seatbelt, Car seats 328
 - DUI Arrests 39
 - Suspended Drivers 26
 - Speeding Citations 34
 - Insurance Citations 45

- Phone Citations 36
- Misc. IVC Citations 177
- Drug Arrests 41
- Fugitives Arrested 11
- Felony Arrests 8

2015 Expectations:

- Apply for and receive an IDOT grant for FY 2017
- Additional specialized DUI training for officers, including “drugged” driver detection
- Purchase of new handheld radar units with DUI Technology Funds
- Conduct a series of roadside safety checks throughout the year
- Continue patrols for intoxicated, not seat-belted, and/or distracted drivers during overnight hours to reduce serious injury crashes.

ELECTRONIC TICKETING

The Elmhurst Police Department continued its electronic ticketing program this year. Officers now have the ability to print citations from their in-car computers rather than handwriting citations for most offenses. The citations are then downloaded to a server, making transmittals to the DuPage County Circuit Clerk easier and less time-consuming.

The program results in fewer errors because the citations will not print if required fields are not completed. The electronic citations are also more legible than handwritten ones. Electronic ticketing also provides a court date on the citation so that violators know their court date at the time they receive the citation.

UNITED COMMUNITY CONCERNS ASSOCIATION TOY DRIVE

The Elmhurst Police Department will again be the sole holiday toy drop-off location for United Community Concerns Association (UCCA), an Elmhurst based charity that assists families within Elmhurst School District 205.

Last year, UCCA assisted almost 300 families by providing food over the December holidays; many of those families also received toys and/or fleece blankets as a result of the police department being the toy drop-off location.

EXPLORER SCOUTS

The Elmhurst Police Explorer post is currently comprised of 15 police explorers, males and females ranging in age from 14-22. This year the Police Explorers assisted the Police Department at the Pet Parade, Bike Parade, Memorial Day Parade, 5K Talkle Trot race, Jaycees’ Carnival, 4 on the 4th Run and the bike race. In August 2015, the Elmhurst Police Explorers attended the Illinois Law Enforcement Exploring Competition at Lewis University in Romeoville. The competition had over 325 explorers participating from all over the state. The Elmhurst Explorers won 6 trophies in competitions focused on Emergency Medicine, Felony Arrest, DUI Inv., Traffic Crash Inv., and Drill.

**Police Department (#110-5030)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 8,197,140 | 8,950,800 | 8,843,650 | 9,141,200 | 9,500,800 |
| Employee Benefits | 4,181,808 | 4,686,775 | 4,546,330 | 5,356,310 | 5,675,655 |
| Contractual Services | 946,405 | 1,022,964 | 1,008,064 | 1,098,803 | 1,147,060 |
| Commodities | 142,211 | 146,000 | 146,000 | 146,000 | 148,500 |
| Repairs & Maintenance | 96,288 | 108,100 | 108,100 | 112,200 | 88,100 |
| Other Expenses | 305,776 | 411,300 | 486,300 | 435,800 | 436,300 |
| Insurance | 9,150 | 6,530 | 6,420 | 6,630 | 6,850 |
| Capital Outlay | 100,999 | 763,000 | 760,000 | 253,000 | 300,000 |
| Interdepartmental Charges | 749,930 | 1,131,255 | 1,015,615 | 982,035 | 989,470 |
| Total Expenditures | 14,729,707 | 17,226,724 | 16,920,479 | 17,531,978 | 18,292,735 |

Explanation of Expenditures

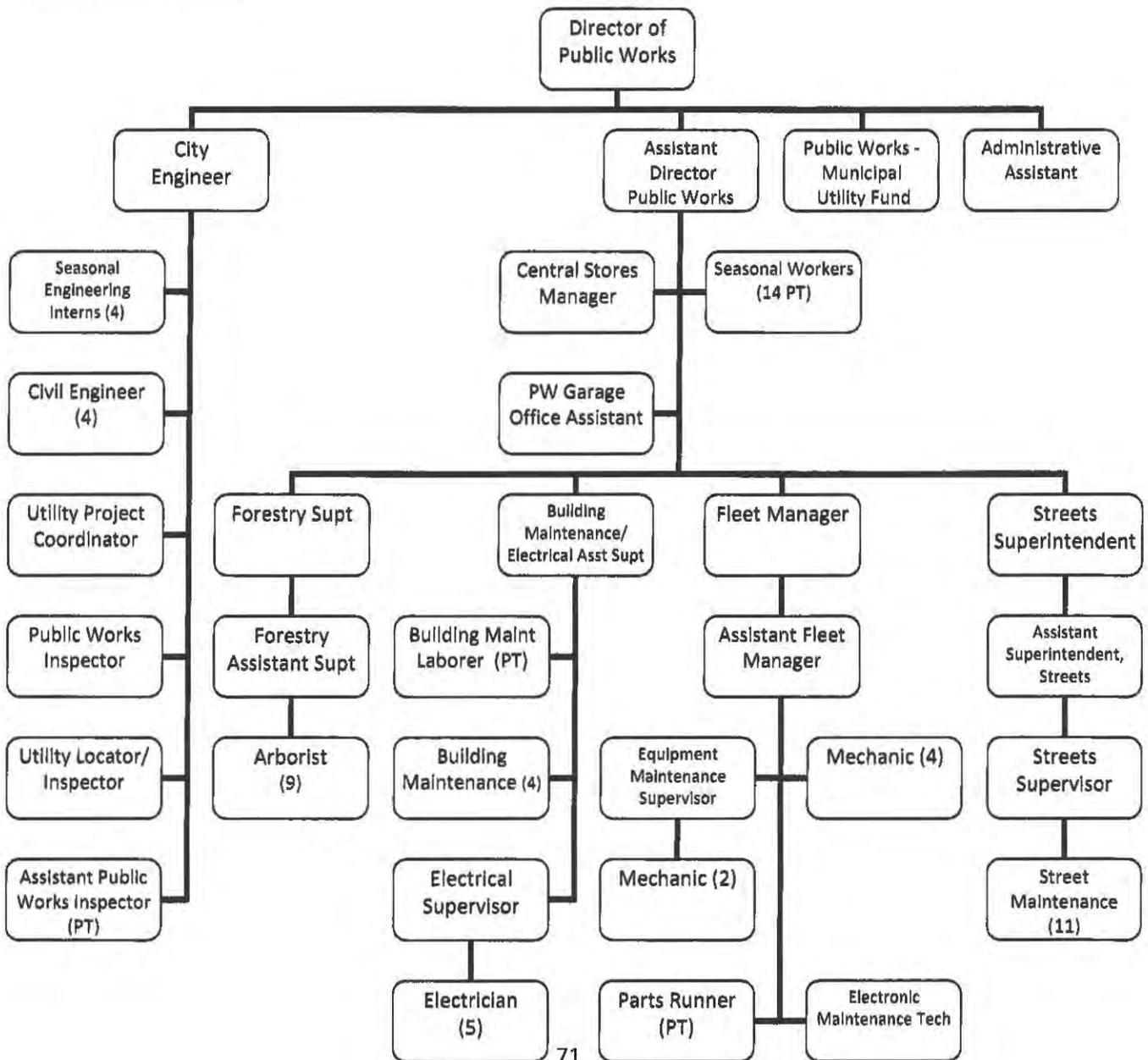
The 2016 Proposed Employee Benefits includes a 7.8% health insurance increase. The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111). The 2016 Proposed Contractual Services reflects an increase from DU-COMM. The 2016 Proposed Other Expenses includes additional training due to the recent promotions and the hiring of new police officers.

FY 2016 (JAN-DEC.)
PUBLIC WORKS & WATER/WASTEWATER –GENERAL FUND

Mission

The responsibilities of the Department of Public Works are to maintain the public streets, alleys and parking lots; public buildings and grounds; street lighting and traffic signals; parkway restoration and trees; the distribution of water; the collection of sewage; the collection of solid waste and recycling, including a public awareness program on the need for recycling; and city engineering support services. In addition, Public Works maintains all city-owned equipment, including police and fire vehicles, and communications equipment. The Public Works Department operates through six divisions. A summary of each division and highlights of 2015 Accomplishments and 2016 Expectations follow.

Organizational Chart



Administration and Engineering Division

The division is responsible for the design and/or review of plans for capital construction projects, as well as construction supervision, inspection and administration of all Public Works projects. This division also maintains utility system records and City maps, and reviews and approves all site plans for private property development.

2015 Accomplishments

- Performed design and coordination of annual City Capital Improvement Projects, including contract paving, watermain replacement, water valve and hydrant replacement, sewer repairs, sidewalk replacement and slabjacking, and asphalt and concrete pavement patching.
- Coordinated engineering design and construction of the York and Palmer Parking Lot Underground Detention Project.
- Coordinated construction of Indiana Sanitary Relief Sewer-Phase II Project.
- Coordinated utility relocation for development at Hahn and Addison.
- Coordinate maintenance work at the Adelaide Parking Deck.
- Obtained final certification of Elmhurst Levee with FEMA.
- Continued to coordinate engineering services in regards to stormwater as identified by the Comprehensive Flood Plan.
- Continued to work with identified neighborhood public stormwater mitigation projects.
- Continued work with DuPage County and FEMA to revise floodplain maps using an accurate stormwater model.
- Continued to coordinate with Nitti Development on the redevelopment of the old Elmhurst Memorial Hospital Berteau campus.
- Coordinated development efforts for the new LA Fitness site at 624 N. York Street.
- Coordinated development efforts for the new Hahn Street development at 255 N. Addison Avenue.
- Coordinated development efforts for the new Lakeside Bank at 165 S. York Street.
- Coordinated development efforts for the new Wilder Crossing development at 195 N. Addison Avenue.
- Coordinated development efforts for the new Artis Senior Living property at 123 W. Brush Hill Road.
- Coordinated redevelopment efforts of the old Pier 1 Imports site at the NE corner of Route 83 and St. Charles Road.
- Coordinated development efforts of the construction of a new food bank at 1083 S. York Street.
- Continued to coordinate engineering design for roadway improvements to First Street from West Avenue to Willow Road.
- Coordinated construction of roadway improvements on York Street from Lake Street to Crestview.
- Coordinated engineering design for roadway improvements to S. York Street from Jackson Street to Harvard Street.
- Continued to work with the Western O'Hare Bypass work group to discuss improvements to alleviate eastbound North Avenue traffic issues.

- Made application for STP funding for roadway resurfacing for Madison Street from Fairview Avenue to Kearsage Avenue, Crestview Avenue from York Road to Van Auken Street, Van Auken Street from Belden Avenue to Wrightwood Avenue, and Industrial Drive from York Street to Grand Avenue.
- Continued to implement the City Owned Public Surface Parking Lots Policy.
- Continued to implement the New Single Family Home Stormwater Management Policy.
- Continued to implement the Existing Home Stormwater Management Policy.
- Continued to implement the Residential Stormwater Fee In Lieu Policy.
- Continued to implement the Residential Stormwater Management Incentive Program.
- Continued working on traffic sign requests and performing other traffic and parking studies as needed.
- Assisted residents with drainage problems and supervised the installation of rear yard drains and sump connections.
- Provided technical assistance, survey and investigation work regarding street flooding and sanitary sewer back up for residential areas.
- Reviewed site plans for the Building Department for residential and commercial developments.
- Performed inspections of residential and commercial connections to City utilities.
- Provided locations of City utilities for City and private contractors doing underground work.
- Continue use and updates of utility records on GIS and assisted with efforts on GIS produced data.
- Developed new website with a focus on Stormwater.
- Began construction on the Webster Avenue Stormwater Improvement Project.
- Began construction on the Walnut/Myrtle/Evergreen Stormwater Improvement Project.
- Initiated engineering design of the Pine/Avon Stormwater Improvement Project.
- Initiated engineering design of the York/I-290 Stormwater Improvement Project.
- Initiated engineering design of the Crescent/Cambridge Stormwater Improvement Project.
- Continued to coordinate and manage the construction of the Addison Avenue Parking Deck.
- Coordinated construction of the Addison Avenue Streetscape improvements.
- Initiated engineering design of the Palmer Drive Underpass Improvements and the Police Station column repair.

2016 Expectations

- Continue design and coordination of annual City Capital Improvement Projects, such as sewer repairs, contract paving, sidewalk replacement, roadway patching and watermain projects.
- Continue to coordinate with Nitti Development on the redevelopment of the old Elmhurst Memorial Hospital Berteau campus.
- Continue to coordinate with Morningside on the redevelopment of the Hahn Street properties.
- Continue to coordinate engineering and construction of identified Comprehensive Flood Plan projects.
- Continue to work with identified neighborhood public stormwater mitigation projects.

- Coordinate construction for the First Street Roadway improvements from West Avenue to Willow Road.
- Coordinated construction for roadway improvements to S. York Street from Jackson Street to Harvard Street.
- Coordinate engineering review of drainage ditch systems to create a maintenance program for drainage ditches.
- Coordinate and review requests for new sidewalks in areas where none exist.
- Continue to work with staff of the DuPage County Stormwater group to develop/design additional flood control measures along Salt Creek.
- Continue to work with County staff and FEMA to revise floodplain maps to reflect the use of the quarry and accurate modeling.
- Continue to work with Western O'Hare Bypass group, Northlake, IDOT and the Illinois Tollway to seek improvements to the eastbound North Avenue traffic issues.
- Continue to seek federal grant for roadway improvements.
- Seek federal grant dollars for storm and sanitary infrastructure improvement projects as identified.
- Continue to coordinate streetscape design and construction with private development.
- Continue to review site plans for residential and commercial developments.
- Continue coordination of efforts to remove certain areas from floodplain.
- Continue coordination with water system and sewer system modeling to identify areas of necessary improvements.
- Continue verifying data entry of City infrastructure items into GIS system.
- Continue to assist coordination of the North York Plan.

**Public Works Department - Administration and Engineering (#110-6040)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 618,639 | 709,400 | 729,500 | 780,100 | 809,600 |
| Employee Benefits | 839,001 | 1,761,640 | 1,557,820 | 1,821,525 | 1,943,310 |
| Contractual Services | 206,540 | 172,180 | 182,810 | 169,580 | 170,810 |
| Commodities | 35,358 | 36,560 | 34,870 | 38,550 | 36,270 |
| Other Expenses | 27,846 | 48,200 | 16,000 | 28,500 | 30,000 |
| Insurance | 13,959 | 9,380 | 9,200 | 9,500 | 9,820 |
| Capital Outlay | 338,930 | 1,319,000 | 1,319,000 | 95,000 | 223,750 |
| Interdepartmental Charges | 157,606 | 232,600 | 208,230 | 203,610 | 205,050 |
| Total Expenditures | 2,237,879 | 4,288,960 | 4,057,430 | 3,146,365 | 3,428,610 |

Explanation of Expenditures

The increase in the 2016 Proposed salaries and wages reflects full staffing levels. The 2016 Proposed Employee Benefits includes a 7.8% health insurance increase. The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111).

**Public Works Department - Rubbish Disposal (#110-6045)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Contractual Services | 2,908,432 | 3,030,900 | 3,064,600 | 3,163,600 | 3,280,200 |
| Commodities | 249 | 5,000 | 2,500 | 2,500 | 2,500 |
| Interdepartmental Charges | 52,118 | 114,090 | 106,470 | 87,320 | 88,680 |
| Total Expenditures | 2,960,799 | 3,149,990 | 3,173,570 | 3,253,420 | 3,371,380 |

Explanation of Expenditures

The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111). The 2016 Proposed Contractual Services reflect the terms of the City's agreement with Allied Waste.

**Public Works Department - Public Benefit (#110-6048)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|--------------------|---------|---------|-----------|----------|----------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Capital Outlay | 160,652 | 690,000 | 40,000 | 415,000 | 660,000 |
| Total Expenditures | 160,652 | 690,000 | 40,000 | 415,000 | 660,000 |

Explanation of Expenditures

The 2016 Proposed Capital Outlay includes funds for sidewalks, drainage system improvements and engineering.

Street Maintenance Division

This Division is responsible for the repair and maintenance of all streets, alleys, sidewalks, parking lots, manhole structures, signage and pavement markings within the City of Elmhurst corporate limits, excluding Illinois Routes 83, 56, 64, and 20, Grand Avenue, and County Line Road, such roadways being maintained by other government agencies.

2015 Accomplishments

City Work Crews projections:

- Repair about 700 asphalt patches and 20,000 potholes.
- Repair about 20 manholes and storm water inlets, clean numerous storm water inlets.
- Repair various fences and guardrails.
- Manufacture, replace, and install over 1,500 signs, paint school crosswalks and maintain striping throughout town, re-install traffic wands at railroad crossings, and conduct traffic counts.
- Steam clean and remove gum from sidewalks in the Central Business District.
- Repair sidewalk brick-pavers in numerous locations in the Central Business District.
- Clean/fill tree grates with lava rack and spray for weed control throughout the Central Business District.
- Repair and stain/paint numerous benches and trash receptacles in the Central Business District.
- Remove and relocate flower pots throughout the Central Business District.
- Seal cracks in asphalt pavement in numerous locations.
- Ramp sidewalk trip hazards at various locations.
- Remove graffiti from numerous locations.
- Respond to numerous snow, wind, and rain storms, including debris pick-up after events.
- Clean debris from inlets prior to, during, and after numerous rain storms.
- Performed additional inlet cleaning to collect information to create a systematic contractual inlet cleaning program.
- Perform monthly litter pick-up throughout town and remove dead animals from City right-of-way upon request.
- Complete special project: removal of landscaped median at York Street and Lake Street.
- Inspect manholes and inlets, identify deficiencies, and recommend improvements and repairs for the Contract Paving Program.
- Operate City street sweepers to clear debris from streets, clear storm system inlets before rain storms, to support special events, and to clean debris from traffic accidents.
- Support nearly 200 block parties, numerous film productions, and over 30 special events, including: St. Patrick's Day and Memorial Day Parades, Annie Ryan Run, Jaycee's Carnival, 4 on the 4th Run Bike Race, Rock the Block, and the Turkey Trot.
- Deploy message boards as requested for meetings and special events.

Contract Work:

- Patch about 1,600 square yards of concrete pavement, 1,200 lineal feet of curb and gutters, 150 square yards of concrete driveways, and 150 square feet of sidewalks.
- Apply rejuvenating sealant to 138,000 square yards of asphalt pavement.
- Sweep City streets seven times from May to November, Business District streets weekly, City parking lots monthly, and sweep streets twice in late Fall to pick up leaves.
- Perform mosquito abatement throughout the City.

2016 Expectations

City Work Crews:

- Continue to repair deteriorated asphalt and concrete pavement, curbs and gutters.
- Continue to patch potholes.
- Continue to patch street excavations from utility and home construction.
- Continue to seal cracks in asphalt pavement.
- Continue to address trip hazards as identified.
- Continue to inspect and repair storm system inlets and manholes.
- Continue to maintain and repair guardrails, fencing, bollards, benches, trash receptacles, and bike racks.
- Continue to sweep streets to clean up accident, construction, and storm debris and to support special events.
- Continue to maintain traffic signs, pavement markings, and traffic wands.
- Continue to conduct traffic counts.
- Continue to provide barricades and signage for block parties and special events.
- Continue to remove graffiti, clean litter, and remove dead animals from roadways.
- Continue to clean and repair brick-paver sidewalks and perform routine maintenance in the Central Business District.
- Continue to respond to rain, snow, ice, and wind storms.

Contract Work:

- Continue to patch concrete pavement, utility trenches, curbs and gutters.
- Continue to seal coat, rejuvenate, and seal cracks in asphalt pavement.
- Continue to repaint pavement markings.
- Continue to sweep City streets, business districts, and parking lots of debris and leaves.
- Begin systematic cleaning of storm system inlets.

**Public Works Department - Street Maintenance Division (#110-6041)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 353,610 | 357,500 | 356,300 | 366,700 | 460,700 |
| Employee Benefits | 73,116 | 71,010 | 71,010 | 73,730 | 93,150 |
| Contractual Services | 1,233,164 | 1,977,446 | 1,868,190 | 1,511,760 | 2,019,250 |
| Commodities | 156,305 | 180,500 | 180,500 | 180,500 | 180,500 |
| Repairs & Maintenance | 28,824 | 66,150 | 66,150 | 32,850 | 32,850 |
| Capital Outlay | 2,384,195 | 5,414,400 | 4,751,400 | 5,351,900 | 5,993,700 |
| Interdepartmental Charges | 544,868 | 623,335 | 535,270 | 611,700 | 612,110 |
| Total Expenditures | 4,774,082 | 8,690,341 | 7,828,820 | 8,129,140 | 9,392,260 |

Explanation of Expenditures

The 2016 Proposed Contractual Services includes a one year decrease in the lining portion of the storm sewer cleaning program.

**Public Works Department - Snow & Ice Removal (#110-6042)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|----------------|----------------|----------------|----------------|----------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 443,940 | 350,000 | 330,000 | 325,000 | 333,000 |
| Employee Benefits | 95,078 | 72,600 | 67,800 | 68,400 | 70,200 |
| Contractual Services | 101,502 | 77,820 | 77,820 | 77,820 | 77,820 |
| Commodities | 23,813 | 23,500 | 23,500 | 23,500 | 23,500 |
| Repairs & Maintenance | 104,218 | 94,000 | 94,000 | 50,000 | 50,000 |
| Capital Outlay | - | 315,000 | 315,000 | - | - |
| Interdepartmental Charges | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Total Expenditures | 778,551 | 942,920 | 918,120 | 554,720 | 564,520 |

Explanation of Expenditures

The Proposed 2016 Salaries and Wages and Employee Benefits are based on a 10 year historical analysis.

Forestry and Grounds Maintenance Division

This Division is responsible for the care of all public property trees and maintenance of public grounds. This includes the removal of undesirable trees, Dutch Elm diseased trees, and Emerald Ash Borer infested trees; tree planting; tree trimming; weed spraying; brush removal; parkway restoration; mowing and landscape maintenance.

2015 Accomplishments

- Planted 655 new trees.
- Trimmed/serviced over 2800 parkway trees.
- 1400 resident service requests were completed.
- Restored approximately 780 parkways damaged by work consisting of stump removal, main breaks, water leaks, damaged electrical cables, auto damage, etc.
- Removed woody debris from Salt Creek Channel.
- Removed approximately 700 trees (other than DED Elms) for reasons such as hazardous condition, declining health, and the EAB Ash Reduction Program, etc.
- Removed 90 parkway Dutch Elm Diseased elms and continued aggressive monitoring for disease.

2016 Expectations

- Plant 700 trees on the City's parkways
- Continue to refine/enhance Dutch Elm Disease field detection and control techniques developed from ongoing observations made the previous DED season.
- Continue policing of Salt Creek Channel for removal of logjams and unsound/undermined trees along the shoreline.
- Continue to increase the number of trees trimmed/removed by Forestry Division personnel and by contract.
- Continued peak (summer) season quick response to resident service requests.
- Continue timely restoration of all damaged parkways.
- Go out to bid for new 3 year contracts and closely monitor City contractors to ensure their work meets deadlines and does not compromise City standards.
- Continue the Citywide contract tree trimming and maintenance schedule based on a regular trim cycle.
- Continue parkway hydroseeding completed in-house to support the Engineering Division contracts.
- Manage the City-wide plan and response to Emerald Ash Borer (EAB) infestation

**Public works Department - Forestry Division (#110-6043)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 728,014 | 745,100 | 737,300 | 771,500 | 798,700 |
| Employee Benefits | 180,231 | 151,730 | 147,700 | 158,910 | 164,550 |
| Contractual Services | 355,309 | 650,500 | 568,000 | 672,000 | 672,000 |
| Commodities | 118,974 | 195,500 | 195,500 | 195,500 | 195,500 |
| Repairs & Maintenance | 2,903 | 4,000 | 4,000 | 4,000 | 4,000 |
| Capital Outlay | 145,202 | 129,000 | 29,000 | 319,000 | 967,000 |
| Interdepartmental Charges | 248,952 | 279,680 | 240,160 | 274,450 | 274,640 |
| Total Expenditures | 1,779,585 | 2,155,510 | 1,921,660 | 2,395,360 | 3,076,390 |

Explanation of Expenditures

The increase in 2016 Proposed Contractual Services is attributable to the additions of wastewater treatment plant sites to the mowing and lawn care maintenance contract, and the restoration of landscape beds city-wide. The 2016 Proposed Capital Outlay includes replacement of PW7 (aerial bucket truck) and PW39 (F450 dump truck).

Electrical Division

This division is responsible for the maintenance of all municipal street lighting (excluding Commonwealth Edison lighting), traffic signal maintenance, and the maintenance of various control circuits, minor air conditioning repairs and electrical improvements and repairs at municipal buildings. In addition, this division has primary responsibility for snow removal in the business districts.

2015 Accomplishments

- Replaced 399 streetlight lamps.
- Completed 291 service requests.
- Replaced 67 fixture ballasts.
- Repaired 103 lighting circuit problems.
- Replaced 14 damaged streetlight panels.
- Replaced 57 damaged streetlight poles.
- Maintenance of City Centre Fountain and preparation of fountain for Holiday decorations.
- Provided electrical power for City Centre "Rock the block party".
- Installed and removed Holiday decorations throughout the City.
- Installed flags on Spring Rd for St. Patrick's Day Parade.
- Prepared for special events including parades and festivals.
- Mounted 62 banners on the Palmer Drive underpass.
- Yearly Thermal scan testing of all City of Elmhurst Electrical panels.
- Yearly testing of all (24) traffic signals conflict monitors.
- Checked all CBD streetlight festoon outlets for X-mas decorations.
- Maintain all City of Elmhurst streetlights and traffic signals system.
- Rental of an attenuator for bi-yearly streetlights replacement of lamps, ballast & starters for North Ave. & Lake St.
- Assisted with remodel of 1st and 2nd floors at the Historical Museum.
- Installed LED retrofit lighting at the Schiller and Adelaide Parking Decks.
- Install new lighting and electrical circuits to Police Investigations Unit area.
- Coordinated engineering analysis of current street light system.
- Installed lighting and outlets at Fire Station Training Tower.
- Replaced lights and cleaned ceiling fans for Fire Station open house.
- Replaced lamps and ballasts for Library parking lot.
- Installed Mondo Boards in conference rooms at City Hall.
- Installed lights and outlets for new mechanics storage area at public works garage.
- Installed fans and electrical power for new exercise area at public works garage.
- Assisted with remodel of office area and conference room at public works garage.
- Installed a 200 A - 3 phase panel from electrical room to Equipment Maintenance Division.
- Removed 7 lights poles for the Hahn Development project.
- Removed 5 light poles and reconnected power to street lights on Addison to facilitate garage construction and streetscape work.

2016 Expectations

- Replace 75 streetlight poles.
- Continue to investigate higher efficiency street lighting alternatives.
- Maintain the existing streetlight and traffic signal systems in an efficient manner.
- Continue maintenance of City Centre Fountain and preparation of fountain for Holiday decorations.
- Continue to provide electrical power for City Centre "Rock the block party".
- Install and remove Holiday decorations throughout the City.
- Install flags on Spring Rd for St. Patrick's Day Parade.
- Prepare for special events including parades and festivals.
- Continue to install and remove banners on the Palmer Drive underpass.
- Complete the annual thermoscan of all main electrical panels.
- Install electrical service from electrical room to IT area at public works garage.
- Paint street light poles on North Ave. west of York St.

| Public Works Department - Electrical Division (#110-6044) | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|
| Summary of Expenditures | | | | | |
| Description | 2014 | 2015 | | 2016 | 2017 |
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 222,092 | 224,400 | 220,900 | 229,300 | 260,300 |
| Employee Benefits | 49,084 | 46,960 | 54,150 | 48,110 | 54,630 |
| Contractual Services | 193,822 | 419,520 | 266,430 | 371,840 | 378,780 |
| Commodities | 154,445 | 139,500 | 118,500 | 136,300 | 135,500 |
| Repairs & Maintenance | 8,479 | 7,500 | 5,500 | 7,500 | 7,500 |
| Capital Outlay | 299,423 | 568,000 | 452,200 | 410,000 | 277,000 |
| Interdepartmental Charges | 105,488 | 118,510 | 101,760 | 116,290 | 116,370 |
| Total Expenditures | 1,032,833 | 1,524,390 | 1,219,440 | 1,319,340 | 1,230,080 |

Explanation of Expenditures

The 2016 Proposed Contractual Services budget provides for the continuation of the streetlight and traffic signal pole painting program and beginning of the installation portion of the streetlight wire replacement program.

Building Maintenance Division

This division is responsible for the routine maintenance of municipal buildings, parking decks, decorative fountains and city-owned rental property. The building maintenance areas include heating and air conditioning, ventilation, plumbing, janitorial, roofing, and minor building repairs and improvements. This division also assists with the business district snow removal program.

2015 Accomplishments

Police Department

- Remodeled Detectives area included temporary relocation of detectives.
- New gutters and flashing were installed.
- New overhead doors and openers were installed for underground parking.
- HVAC control upgrade completed.
- New AC compressor installed.

City Hall

- Installed shelving for storage area after generator completion.
- Painting of all lobby trim boards and various hallways was completed.
- Removed and installed 40 new framed graphic art work in lobbies and conference rooms.
- Starting and winterizing of City Hall fountain.

Public Works Garage

- Hosted the annual Community Food Drive.
- Hosted four Northern Illinois Mobile Food Pantry events.
- Completely cleaned and reorganized 2nd floor storage areas.
- Installed flooring for new exercise area.
- Built new office and conference room Public works offices. (Including tile and carpeting)
- New backup generator installed.

Historical Museum

- The exterior of the Churchville School House was painted.
- Assisted remodeling of 1st,2nd and 3rd floors of the museum
- Installation of new hvac system completed.
- Provided supplies, tables and chairs for various Museum sponsored events.

City Wide

- Provided a parade vehicle for the Historical Museum for the Memorial Day Parade.
- Complete washing and painting of Emroy and Myrtle at North Avenue underpasses.
- Completed the annual fire extinguisher testing.
- Completed an average of 54 service requests per month.
- Performed an average of 88 lamp replacements per month.
- Performed an average of 12 meeting set ups per month
- Winterized the City Centre and the City Hall fountains.
- Tested all RPZ valves.
- Implemented a complete annual maintenance program for all parking structures, this will include a time evaluation study for all tasks.
- Completed annual fire alarm testing and repairs.
- Repair work of Adelaide parking deck was contracted and completed.
- Repairs and painting were performed at Metra train station.
- Parking garages were pressure washed semiannually.

2016 Expectations

- Test all RPZ valves.
- Bid and contract out water heater replacement at the Police Dept.
- Coordinate gutter replacement at Public Works.
- Complete annual fire alarm testing and inspection.
- Complete annual fire extinguisher testing.
- Compose and schedule maintenance and snow removal program for new Addison parking garage.

**Public Works Department - Building Maintenance Division (#110-6046)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|----------------|----------------|----------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 297,550 | 361,500 | 352,600 | 381,200 | 396,500 |
| Employee Benefits | 61,742 | 72,910 | 70,870 | 77,630 | 80,850 |
| Contractual Services | 121,308 | 166,960 | 117,130 | 183,090 | 184,530 |
| Commodities | 37,023 | 40,000 | 40,300 | 40,200 | 40,200 |
| Repairs & Maintenance | 173,149 | 183,000 | 183,000 | 168,000 | 128,000 |
| Other Expenses | 315,994 | 30,000 | 25,000 | 30,000 | 30,000 |
| Insurance | 5,063 | 3,670 | 3,630 | 3,750 | 3,890 |
| Capital Outlay | 243,350 | 180,000 | 180,000 | 91,250 | 45,000 |
| Total Expenditures | 1,255,179 | 1,038,040 | 972,530 | 975,120 | 908,970 |

Explanation of Expenditures

The 2016 Proposed Contractual Services includes funds for projected increases in custodial service fees.

Fleet Maintenance Division

This division is responsible for the operation of the Central Garage, coordinates all city equipment replacement lifecycles and maintenance of all city-owned mechanical equipment, including police, fire and public works vehicles; major pump and equipment repairs required for the utilities operation, and mechanical equipment for all public buildings. This division also maintains Elmhurst Park District equipment as a result of a 1993 intergovernmental agreement. In addition, this division is responsible for the operation and maintenance of a fuel dispensing station as well as ordering fuel to maintain an appropriate inventory at all times.

2015 Accomplishments

- Coordinated sale of vehicles and equipment replaced by fleet upgrades for best possible return on investment through vehicle trades.
- The total Biological component of the diesel fuel consumed in FY15 budget year was 11,554.4 gallons in an effort to reducing Greenhouse Gas Emissions and our dependency on foreign oil.
- From 1/1/15 – 10/07/15, 6,668 equipment repairs were completed between the City and Park District Fleets. This includes 421 preventative maintenance procedures.
- 683 radio and computer repairs/modifications were completed.
- The Ford IDS, Alldata on line repair manuals, and the Ford Technical Resource Center have also been upgraded.
- Coordinated specifications, purchases, and repairs of Park District equipment and vehicles in accordance with intergovernmental agreement.
- Continue to reviewed Parts inventory and adjust quantities to reduce costs and meet demand.
- Replaced two worn out light duty 7.5 ft. plows.
- Replaced three vehicles for the Distribution and Collection Div. PW86 and PW116.
- Replaced One Water Main Truck for Distributions and Collections Div. PW24.
- Replaced two vehicles for Electrical Div. PW32 and PW105.
- Replaced three auxillary pieces of equipment for the Electrical Div. PW25, PW85 and PW85T.
- Replaced two vehicles for the Streets Div. PW83, PW87.
- Replaced one Large Wheel Loader for the Streets Div. PW74.
- Replaced one vehicle for the Equipment Maintenance Div. E16.
- Replaced two vehicles for the Forestry Div. E10.
- Replaced one ladder platform truck for the Fire Dept. F7.
- Replaced three vehicles for the Engineering Div. E14, E31 and E32.
- Replaced one vehicle for Building Maintenance Div. E23
- Replaced one vehicle for Production and Treatment Div. E22
- Replaced three Marked Squads for the Police Dept. PD1 and PD13.
- Replaced one service officer vehicle for the Police Dept. PD20.
- Replaced two Detective vehicles for the Police Dept. PD41, PD48.
- Installation and Completion of a lighted overhead canopy for the public works garage fuel island.
- The City's Fuel Island was inspected and passed its annual line leak test for 2015.
- Installation and Completion of a Stand-by Generator for the public works garage.

- Installation and Completion of a new electrical service panel for the equipment maintenance garage and to service the new salt dome schedule to be completed in 2016.
- The auction sale of PW32 that was no longer of value to the city.
- All previously staff held ASE, and EVT Certifications were maintained or re- certified in 2015.
- In August of 2015, a review of Fleet Maintenance operations and scheduling was completed. It was determined for the efficacy of the division and employee safety that the second shift mechanics be moved to the first shift. The night supervisor is currently injured and out of the office. Staff will continue to evaluate the shift change, especially during winter operations. At this point, fleet maintenance has been able to maintain a high level of internal customer service, even in times of emergency with minimal overtime.

2016 Expectations:

- Examine best practice and innovative ways to reduce cost to the City.
- Coordinate maintenance and repairs of the entire City fleet vehicles and equipment. To establish a safe and cost effective Fleet.
- Monitor changes in rules and regulations pertaining to Alternate Fuel and Hybrid vehicles. Incorporate Federal and State operational mandates.
- Purge inventory of out- dated parts and supplies in an efficient and cost savings manor.
- Continue to seek competitive bids/quotes for repairs/modifications from area vendors that are not cost effective to be done "in house".
- Expand choices of area vendors for external work to insure cost effectiveness.
- Maintain and upgrade shop equipment to keep pace with changing equipment technology.
- Completion of a Bar Code Inventory System for Central Stores.
- Improve Safety Guidelines and shop requirements to reduce accidents and lost workday cases.
- Maintain and upgrade radio communication equipment to keep pace with changing equipment technology for Narrow Band Radio's.
- Monitor and maintain equipment replacement schedule according to needs of specific user departments.
- Coordinate specifications, purchases, and repairs of Park District equipment and vehicles in accordance with existing intergovernmental agreement.
- Coordinate vehicle replacement for the 2016 CEB capital budget and vehicle salvage from sales of vehicles and equipment replaced by fleet upgrades for best possible return on investment.
- Maintain accurate and detailed records of all aspects of shop operations and personnel performance.
- Formulate contingency plan for unexpected or extended staff shortages. In order to continue providing superior service to the Cities fleet and "internal customers".
- Coordinate and increase training and education by 50 percent in 2016 for A.S.E and E.V.T. certifications Blue Seal Certifications.
- Continue to increase technology based training to keep pace with fleet wide industry changes.
- Continue to investigate current as well as upcoming diagnostic equipment and software.
- Inventory all hard parts. (tires, snow fighting parts, filters, etc.) Return and or replace inventory with current inventory; and adjust levels as needed.

Public Works Department - Fleet Maintenance Division (#110-6047)
Summary of Expenditures

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 705,247 | 785,600 | 684,400 | 806,900 | 832,700 |
| Employee Benefits | 150,178 | 161,630 | 138,670 | 167,970 | 173,310 |
| Commodities | 700,452 | 791,000 | 573,200 | 791,000 | 791,000 |
| Repairs & Maintenance | 469,849 | 435,500 | 445,300 | 478,500 | 478,500 |
| Other Expenses | 3,555 | 4,000 | 3,600 | 4,000 | 4,000 |
| Insurance | 9,888 | 12,900 | 12,590 | 13,000 | 13,420 |
| Capital Outlay | 70,596 | 189,500 | 187,500 | 74,500 | 44,500 |
| Total Expenditures | 2,109,765 | 2,380,130 | 2,045,260 | 2,335,870 | 2,337,430 |

Explanation of Expenditures

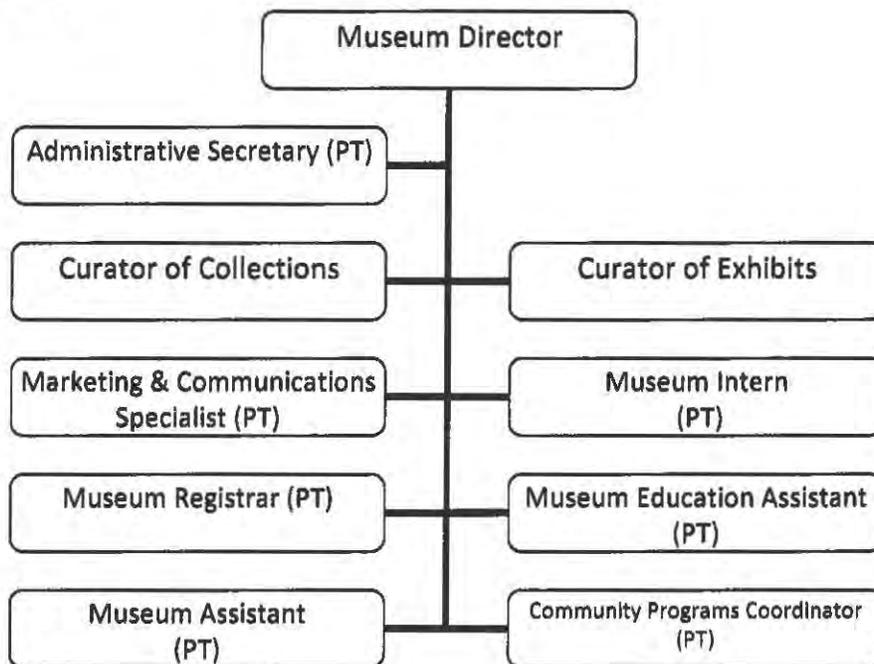
The 2016 Proposed Repairs and Maintenance reflects increased costs for parts and materials to maintain an older fleet.

FY 2016 (JAN-DEC.)
HISTORICAL MUSEUM

Mission

The primary mission of the Elmhurst Historical Museum is to serve as the community's memory by acquiring, preserving, and interpreting the original materials related to the history of Elmhurst from the settlement period to the present. Paramount to the mission is the perpetual care and preservation of the City's collection of more than 10,000 photographic images documenting community development, 12,000 artifacts demonstrating human experiences in Elmhurst, and hundreds of feet of manuscript materials ranging from Civil War letters to business and personal papers of residents. Interpretive services such as exhibits, walking tours, school class and children's activities, and family and adult programs are provided at the museum and throughout the community.

Organizational Chart



2015 Accomplishments

- Achieved Elmhurst Heritage Foundation (EHF) “Visionary Voices” capital campaign goal of \$300,000 (January).
- Opened Let Children Be Children traveling exhibit (January).
- Opened new By All Accounts (BAA) exhibit (February).
- Held three receptions to welcome donors and members to new BAA exhibit (EHF) (February).
- Hosted “Informational Forum” for candidates for local office (EHF) (February).
- Reached 1,100 Facebook friends (February).
- Presented “Elmhurst Quarry Tour” in partnership with DuPage County Storm Water Management (March).
- Visitors created more than 500 “Memory Jars” for display in gallery (April).
- First member of EHF “Legacy Circle” (planned bequest by will, trust, or life insurance) (April).
- Presented schoolhouse or museum programs to 51 school classes (April-May).
- Held “Elmhurst Museum Day” in partnership with Elmhurst Art Museum and Lizzadro Museum; attracted more than 500 visitors (May).
- Completed and implemented Museum strategic plan (May).
- American Alliance of Museums “Honorable Mention – Museum Award” for tabletop element in By All Accounts (May).
- Member/donor preview event for Pigskin Peanuts (EHF) (June)
- Extended Saturday gallery hours to 10 a.m. – 5 p.m. (June).
- Opened Pigskin Peanuts traveling exhibit (June).
- Pigskin Peanuts featured in “Illinois Getaway Guide;” distributed in nearly one million Midwest newspapers and online (June).
- Expanded quarterly calendar of events to regularly include full panel promoting EHF (June).
- Launched summer exhibit with “Touchdown Tailgate Party,” and attracted more than 400 visitors (June).
- Presented “Elmhurst Architecture Walks” in partnership with Elmhurst Art Museum (June).
- Made more than 1,000 images from museum collection available online (August).
- Acquired new membership/donor database (EHF) (August).
- Partnered with EHF and Rotary Club of Elmhurst for “Elmhurst Craft Beer Fest” raising \$21,000 (September).
- Opened Beer Chicago: A Refreshing History (September).
- Awarded “Mid-Sized Institution of the Year” by Illinois Association of Museums (September).
- “Award of Excellence” from Illinois Association of Museums for By All Accounts exhibit (September).
- Partnered with Conrad Fischer Elementary School, Churchville Cemetery Association, and Village of Bensenville to hold “Autumn Open House” at Churchville Schoolhouse; attracted more than 250 visitors (September).
- Implemented fee structure for non-school group tours.
- Completed State-funded (\$283,000) museum HVAC improvements (October).

- Partnered with Elmhurst College professor Sherry Smoak on museum rebranding initiative (October).
- Answered 308 reference inquiries.
- Inventoried artifacts on 500 shelves in collection storage.
- Filmed/aired five "Elmhurst Time Travelers" programs with Comcast.
- Accessioned 301 items into collection.
- Wrote and distributed three "Heritage Connection" newsletters to members/donors (EHF).
- Established marketing/promotional partnerships with Classic Cinemas, City Centre, Pints, Elmhurst Park District, Chamber of Commerce, and others.

2016 Expectations

- Complete rebranding initiative and implement new brand museum-wide.
- Install three temporary exhibits (Patios, Pools, and the Invention of the American Back Yard; But Wait, There's More; and In Her Own Right: Marlon Mahony Griffin).
- Secure sponsorship funding for three exhibits and special projects (EHF).
- Grow "Legacy Circle" donor base (EHF).
- Continue to implement plan for facility care and improvements.
- Build year round audience for schoolhouse.
- Film four "Elmhurst Time Traveler" programs with Comcast.
- Integrate By All Accounts exhibit as field trip destination for schools and group visits.
- Establish formal, consistent volunteer/docent program.
- Analyze feasibility of museum admission fee.
- Complete inventory of museum collections.
- Develop master plan/timeline for facilities improvements.
- Extend current lease for offsite storage and determine long range storage plan.
- Update/redesign museum website and determine feasibility of online store.
- Analyze and implement/revise fee structures as appropriate for research services, photo reproduction, public programs, and other potential revenue sources.

**Museum (#110-7060)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|----------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 379,073 | 334,700 | (1) 426,200 | 449,600 | 466,200 |
| Employee Benefits | 105,119 | 97,800 | (2) 109,880 | 124,405 | 130,765 |
| Contractual Services | 77,108 | 67,420 | 66,130 | 83,600 | 57,170 |
| Commodities | 6,095 | 7,800 | 8,600 | 8,300 | 8,300 |
| Repairs & Maintenance | 14,893 | 25,500 | (3) 31,000 | 51,200 | 21,200 |
| Other Expenses | 157,008 | 299,700 | (4) 320,900 | 121,650 | 145,700 |
| Insurance | 5,812 | 5,140 | 5,030 | 5,150 | 5,390 |
| Capital Outlay | 178,103 | 251,010 | 122,900 | 100,000 | 100,000 |
| Interdepartmental Charges | 62,542 | 136,910 | 127,760 | 104,780 | 106,420 |
| Total Expenditures | 985,753 | 1,225,980 | 1,218,400 | 1,048,685 | 1,041,145 |

Explanation of Expenditures

The 2016 Proposed Employee Benefits includes a 7.8% health insurance increase. The 2016 Proposed Contractual Services includes costs associated with the rebranding project. The decrease in Interdepartmental Charges in the 2016 Proposed budget is due to the timing of major capital projects in the IT department (see CEB page 111).

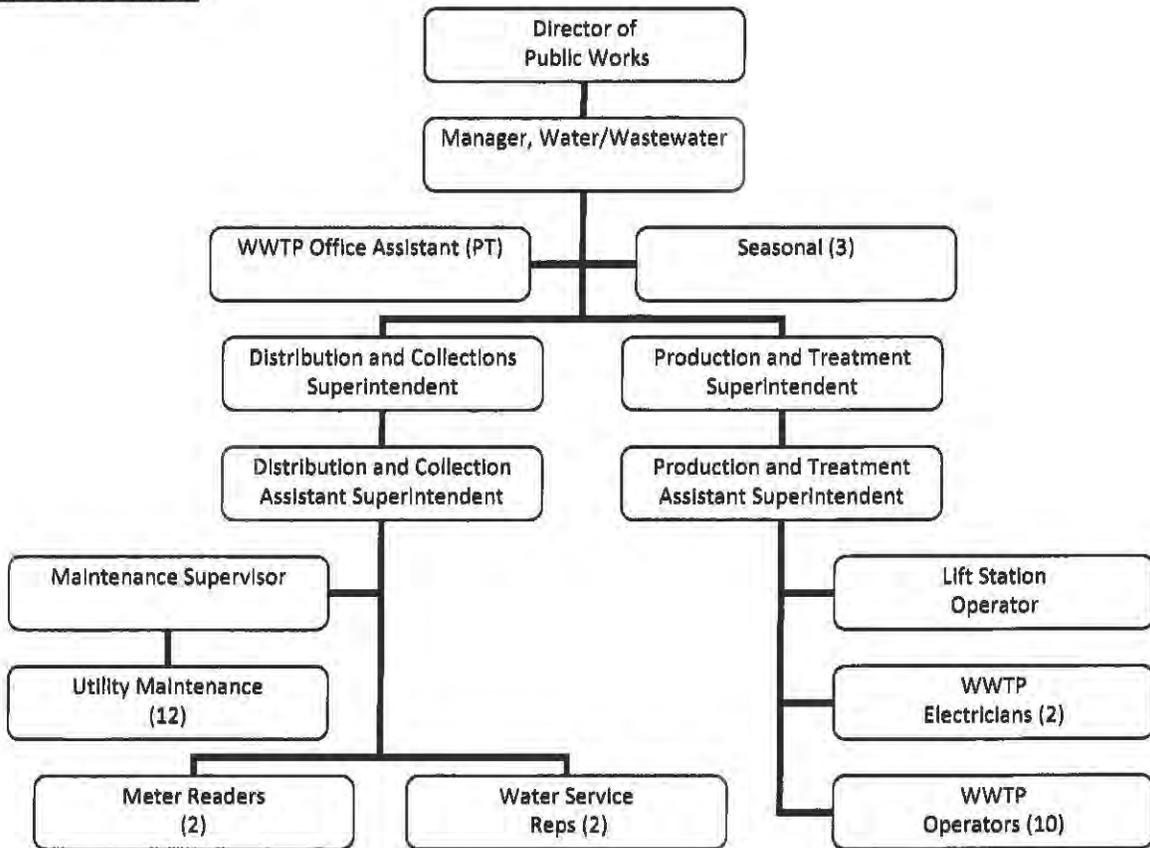
- (1) Salaries and Wages budget reduced \$88,500 by council motion.
- (2) Employee Benefits budget reduced \$15,350 by council motion.
- (3) Repairs and Maintenance budget reduced \$15,000 by council motion.
- (4) Other Expenses budget reduced \$6,150 by council motion.

FY 2016 (JAN - DEC)
WATER/WASTEWATER – MUNICIPAL UTILITY FUND

Mission

The City of Elmhurst operates and maintains its water programs through two divisions within the Department of Public Works.

Organizational Chart



Production and Treatment Division

The Production and Treatment Division is responsible for the 20 million gallon per day (MGD) activated sludge wastewater treatment facility with 10 sanitary sewer lift stations and the 15.0 MG water production system which utilizes three large finished water reservoirs and three elevated storage tanks. This division is also responsible for the 12 storm water pumping stations, 4 storm water reservoirs and ancillary systems.

2015 Accomplishments

- Administered the annual Cross Connection Control Device CCCD program with 2,573 devices connected to the water distribution system at 1,636 locations. The program involves an annual city-wide CCCD survey and the management of the 2,573 devices connected to the water distribution system. The program is a requirement of the Illinois Department of Public Health and the Illinois Environmental Protection Agency.
- Administered Synagro on the Land Application of Biosolids contract of the WRF.
- Continued work with Maxim Construction and Hanover Insurance Company (the Bonding Company of Maxim) on the close out of the new anaerobic digester project.
- Administered Boller Construction on; the two physical locations for Southwest Elmhurst Wet Weather Control Facility of Saylor & Jackson sanitary Lift Station and the 2 MG storage tank at the Wastewater Treatment Plant projects, the DAFT replacement project and the Effluent Gate and West Contact Tank project.
- Continue work with RJN Group for the design, bidding and contract issuance of the Park Street lift station replacement.
- Administered Marc Kresmery Construction on the Park Street Lift Station Replacement Project.
- Continue work with Greeley & Hansen for the evaluation of electrical components for the Phase 2 – 5 for the design of the Electrical Safety Program following the guidelines within the NFPA70E Standards.
- Continue Work with Robinson Engineering on the engineering and bidding of the replacement Effluent Sampling Station project.
- Administered Conservation Landscape Stewardship on the completion and maintenance of the Salt Creek Greenway Trail green infrastructure project at the Harrison, Jackson, Berkley & Adams and McKinley storm stations.
- Administered Martam Construction on the 83 & Third Street Sanitary Lift Station Replacement project.
- Completed the 2015 Consumer Confidence Report and distributed notification cards of the report to customers of the water distribution system for the calendar year of 2014. This was the second year where the distribution of the Consumer Confidence Report was made available on the Cities website via the Internet, thus reducing printing services and postage. The report was mailed to five customers requesting a hard copy of the report.
- Completed required monitoring and sampling of the water production/distribution system and the discharges from the Wastewater Treatment Plant.

- Completed and submit the Lake Michigan Allocation Report for the reporting period of October through September. This report records the loss of water produced / purchased and the water sold. This report helps quantify water conservation efforts.
- Completed and submitted the Illinois State Water Survey for the reporting period of October through September. This report aids the Illinois Department of Natural Resources on amounts of water drawn from water resources of ground and surface waters.
- Administered Elan Engineering and BWCSI on the water system wireless mesh communication network installation and testing for the water production system.
- Administered EHMS on the Chlorine Room ventilation modifications to the West Water Production Reservoir.
- Contractor was utilized for the maintenance of the turf areas at the water reclamation facility and maintenance of brush and shrubs at the storm and sanitary pumping stations.
- Continue work with New Castle Electric and Kraft Power on the resizing of the methane gas compressor of the peak-shaving generator at the Wastewater Treatment Plant.
- Continue work with Strand Engineering on the design and bidding of the Headworks Barscreen Replacement at the Wastewater Treatment Plant and Grinder Replacement at the North Avenue and North Industrial sanitary lift station projects.
- Continue work with Baxter & Woodman for the design, bidding and contract issuance of the Aeration System Energy Reduction Project at the Wastewater Treatment Plant.
- Continue work with Baxter & Woodman for the design and structure of the Facility Planning Report for the funding of the division projects over the next ten years.
- Contractor was utilized for the maintenance control burns of the native planting areas at the wastewater treatment plant and north reservoir.
- Contractor was utilized for the annual maintenance mowing of the sloped/birmed/bottom areas at the Eldridge, Lower Elmhurst and Arlington storm water reservoirs and the 290 infields at York and Lake Streets.
- Work with True North Consultants (Industrial Hygienists) on the air monitoring of the interior process areas of Buildings 2 and 3 from the request of staff for potential health issues and concerns.
- Bidding was performed on the repainting and lettering of the West Elevated Storage Tank. The project has been moved to the 2016 Fiscal Year.
- Worked with engineering firms from Verizon Wireless and T-Mobile Communications for the placement of their equipment and/or relocating existing equipment on to the North and South Elevated Storage Tanks.

2016 Expectations

- Continue to work with Boller Construction on: the construction of the Southwest Elmhurst Wet Weather Control Facility; 2MG Storage Tank and Saylor & Jackson Sanitary Lift Station, West Contact Tank and Effluent Gate Replacement and the DAFT Replacement Projects.
- Continue to work with Robinson Engineering on: the design, bidding and construction of the effluent sampling station.

- Work with consultants and contractors on: the construction of the Aeration System Energy Reduction project at the Wastewater Treatment Plant.
- Continue to work with Marc Kresmery Construction on: the construction of the sanitary lift station at Park Street.
- Administer the effluent sampling station replacement.
- Administer the elevated tower interior dry area and exterior painting and cathodic protection system installation to the West and South Elevated Storage Tanks.
- Administer the replacement of the sewage grinders of the North Avenue and North Industrial sanitary lift stations.
- Administer the replacement of the headworks barscreens at the water reclamation facility.
- Continue the design and installation of the wireless mesh high speed communication system for the Sanitary and Storm Water Lift Stations integration with SCADA.
- Administer the design and installation of the grinder and structure at the Atrium Sanitary Lift Station.
- Administer the design and installation of the Building #2 HVAC Modifications at the Wastewater Treatment Plant.
- Administer the design and installation of the Grit Removal Systems at the Wastewater Treatment Plant.
- Administer the Roof Replacements of Buildings #2, #4, #5, #6 and #11 at the Wastewater Treatment Plant.
- Administer the design and installation of the South Digester Cover and Mixing system replacement at the Wastewater Treatment Plant.
- Administer the design and installation of the Storage Pad Apron Extension for spoil storage at the Wastewater Treatment Plant.
- Administer the engineer on the Water Production System Evaluation.
- Administer the contractor on the Roof Replacement at the West and South Water Production Reservoirs.
- Administer the design and installation of the Building #3 HVAC Modifications at the Wastewater Treatment Plant.
- Administer the design of the Lift Station Hardening at the North Avenue Sanitary Lift Station.

WATER OPERATIONS - PRODUCTION (#510-6051)
Summary of Expenditures

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|---------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 303,576 | 343,600 | 345,300 | 360,100 | 376,600 |
| Employee Benefits | 64,111 | 71,690 | 71,350 | 76,110 | 79,630 |
| Contractual Services | 5,749,948 | 6,951,800 | 6,715,540 | 7,365,860 | 7,993,360 |
| Commodities | 1,053 | 3,000 | 3,000 | 3,000 | 3,000 |
| Repairs & Maintenance | 26,191 | 68,000 | 34,400 | 39,400 | 39,400 |
| Insurance | <u>4,087</u> | <u>2,850</u> | <u>2,780</u> | <u>2,870</u> | <u>2,970</u> |
| Total Expenditures | 6,148,966 | 7,440,940 | 7,172,370 | 7,847,340 | 8,494,960 |

Explanation of Expenditures

Increases in recent years stem from growth in Contractual Services primarily due to the DuPage Water Commission's rate increase for water purchases, which includes rate increases from the City of Chicago.

Distribution and Collection Division

The Distribution and Collection Division manages more than 170 miles of potable water distribution main, 160 miles of the sanitary sewer collection system, and the storm sewer collection system which includes more than 60 outfalls and flap gates discharging into local streams. Additionally, the Division operates and maintains more than 15,000 residential/commercial water meters providing first-class service through the more than 10,000 service calls made each year. This group is also responsible for the maintenance, calibration and replacement of water meters throughout the City of Elmhurst.

2015 Accomplishments

- The City of Elmhurst lined 20,000 feet of sanitary sewer line using the Cured-in-Place-Pipe (CIPP) process. The process resulted in the rehabilitation of structurally-deficient sewer line and the reduction of excessive clear water flows into City sanitary sewers.
- The City of Elmhurst completed the annual fire hydrant flushing program and water leak survey in compliance with water conservation management best practices repairing any leaks identified.
- Staff continued the Fats Oils and Grease (FOG) program in order to protect the sanitary system and prevent overflows. This program includes inspecting all of the food service establishments (FSE) and automobile repair/fueling facilities in the City of Elmhurst. Staff expects to inspect 300 facilities.
- Sewer maintenance staff expects to televise 60,000 feet of sanitary sewer lines which include root cutting and flushing. Crews expect to repair 40 storm and sanitary sewers.
- Maintenance staff expects to remove 40 cubic yards of debris from the storm and Sanitary sewer collection system. Crews will complete the annual flap-gate inspections and routine maintenance activities. Crews made repairs to a twenty four (24) inch sluice gate at Route 83 & Second Street.
- Administered annual engineering service agreement for the water leak detection survey on the City of Elmhurst water distribution system. The agreement also includes emergency water leak detection requests. Crews are expected to repair 25 water leaks that were during the survey.
- Administered material hauling and delivery. Due to new Illinois EPA requirements, all excavations delivered to local landfills must be PH tested and soils sampled.
- Developed the 2015 water main replacement project list using a database developed from 30 years of water main break information. This database assists staff in locating water system vulnerabilities and aids in scheduling replacement activities.
- Oversaw the contractor on the installation 5,600 LF of new 18 inch force main from Saylor Ave and Jackson St intersection to the 2 million gallon storage tank location at the Elmhurst Water Reclamation Facility.
- Staff continues to developed sanitary sewer "problem areas" database. This list properly directs sewer crews to areas of concern where sewer back-ups have occurred. The database also contains the previous fifteen (15) years of sewer back-up complaints from residents. Regular maintenance reduces customer complaints and improves system performance.
- The division expects to test 100 large diameter water meters for accuracy as part of the division's quality control/quality assurance program.

- Completed engineering plan reviews for new utility installations.
- Administered the contractual 2015 storm sewer clean & Televising project cleaning large diameter storm sewers. The contractor cleaned and televised 56,654 LF of storm sewers and removed 495 tons of debris.
- Administered the 2015 building inspection and dye testing project in basins 19, 20, 21, 26 covering approximately 1,500 residential homes.

2016 Expectations

- Administer 2016 Sewer CIPP Lining contract consisting of 15,000 feet of sanitary sewer line.
- Continue monitoring the Fats Oils and Grease (FOG) program designed to protect the sanitary system and prevent overflows. This program which includes inspecting all of the food service establishments (FSE) and automobile repair/fueling facilities in the City of Elmhurst will include further monitoring of discharges in the City of Elmhurst sanitary collection system. Another aspect of capacity, management, operation and maintenance of the sanitary system is root control and to that end, staff will continue removing roots, flushing and cleaning the sanitary sewers. In addition, treatment of the collection system with a root inhibitor to retard root growth will be a priority.
- Administer 2016 Leak Detection program. This program provides for an annual survey of the water system and emergency leak location requests during the year.
- Administer the 2016 Fire Hydrant and Valve material purchase.
- Administer the 2016 Fire Hydrant Flushing program.
- Administer the 2016 City of Elmhurst Fire Hydrant program.
- Administer the 2016 City of Elmhurst Water Valve Replacement program.
- Develop the 2016 water main replacement project list.
- Collaborate with the Elmhurst Fire Department to maintain the City of Elmhurst ISO fire rating.
- Conduct annual flap-gate and air relief maintenance/inspections; continue updating city base maps regarding changes in the City of Elmhurst storm sewer system.
- Administer the City of Elmhurst water metering program for both residential and commercial meters on all scheduled and manual billing cycles; locate, test, and repair B-boxes through routine maintenance and ahead of construction schedules.
- Administer a city wide water meter change out program to replace ageing water meters in residential homes.
- Administer the 2016 contractual storm sewer clean & Televising project to clean and televise large diameter storm sewers.
- Administer the 2016 contractual sanitary sewer clean & Televising project to clean and televise large diameter storm sewers.

- Oversee the Southwest Elmhurst Wet Weather Control Facility Project (SWEWWCF) which includes the installation of 2,300 LF of 24 inch gravity sewer, 2 million gallon storage tank and the expansion of the lift station at Saylor Ave & Jackson St.
- Administer 2016 contractual sanitary sewer lateral lining project.

| Wastewater Operations -Wastewater Treatment Plant (#510-6057) | | | | | |
|--|------------------|-------------------|-------------------|------------------|------------------|
| Summary of Expenditures | | | | | |
| | 2014 | 2015 | | 2016 | 2017 |
| Description | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 1,037,647 | 1,083,700 | 1,058,500 | 1,128,700 | 1,169,400 |
| Employee Benefits | 219,117 | 224,600 | 216,330 | 236,860 | 245,380 |
| Contractual Services | 518,600 | 789,110 | 620,570 | 672,640 | 697,040 |
| Commodities | 104,035 | 125,200 | 125,200 | 155,200 | 160,200 |
| Repairs & Maintenance | 165,392 | 386,500 | 280,500 | 448,000 | 280,500 |
| Insurance | 47,493 | 44,930 | 42,400 | 43,970 | 45,610 |
| Capital Outlay | - | 13,633,000 | 12,898,300 | 1,010,000 | 6,712,000 |
| Interdepartmental Charges | 86,500 | 97,180 | 83,450 | 95,360 | 95,420 |
| Total Expenditures | 2,178,784 | 16,384,220 | 15,325,250 | 3,790,730 | 9,405,550 |

Explanation of Expenditures

The 2016 Proposed Commodities reflects cost increases due to the replacement of laboratory equipment. The 2016 Proposed Repairs and Maintenance budget includes funds for roof replacement on five buildings.

**Water Operations - Distribution (#510-6052)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 1,318,837 | 1,313,100 | 1,286,700 | 1,341,400 | 1,386,500 |
| Employee Benefits | 280,751 | 272,070 | 265,680 | 280,790 | 290,230 |
| Contractual Services | 322,074 | 711,940 | 678,210 | 552,920 | 527,420 |
| Commodities | 291,355 | 646,500 | 311,241 | 3,277,500 | 2,277,500 |
| Repairs & Maintenance | 52,429 | 494,240 | 184,240 | 913,300 | 449,300 |
| Insurance | 12,261 | 8,560 | 8,350 | 8,620 | 8,900 |
| Capital Outlay | - | 1,870,000 | 1,870,000 | 1,900,000 | 1,907,000 |
| Interdepartmental Charges | 170,891 | 191,990 | 164,860 | 188,400 | 188,520 |
| Total Expenditures | 2,448,598 | 5,508,400 | 4,769,281 | 8,462,930 | 7,035,370 |

Explanation of Expenditures

The 2016 Proposed Commodities includes purchase and installation of water meters as part of a two-year replacement program. The 2016 Proposed Repairs and Maintenance includes \$700,000 for exterior sand blasting and painting of two elevated tanks.

**Wastewater Operations - Sanitary Sewer Maintenance (#510-6056)
Summary of Expenditures**

| Description | 2014 | 2015 | | 2016 | 2017 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Budget | Estimated | Proposed | Proposed |
| Salaries & Wages | 470,563 | 452,600 | 455,600 | 477,500 | 496,100 |
| Employee Benefits | 107,225 | 93,770 | 94,200 | 99,450 | 103,480 |
| Contractual Services | 759,503 | 465,780 | 658,130 | 610,590 | 610,860 |
| Commodities | 38,572 | 58,500 | 58,500 | 162,000 | 58,500 |
| Repairs & Maintenance | 91,059 | 168,400 | 175,600 | 191,000 | 108,000 |
| Insurance | 4,087 | 2,850 | 2,780 | 2,870 | 2,970 |
| Capital Outlay | - | 4,530,500 | 3,650,000 | 2,321,500 | 1,530,500 |
| Interdepartmental Charges | 63,293 | 71,100 | 61,060 | 69,780 | 69,820 |
| Total Expenditures | 1,534,302 | 5,843,500 | 5,155,870 | 3,934,690 | 2,980,230 |

Explanation of Expenditures

The 2016 Proposed Repairs and Maintenance includes funds for additional flow monitoring equipment maintenance. The 2016 Proposed Contractual Services budget includes additional funds for private property protection programs. The 2016 Proposed Commodities budget includes funds for televising equipment for the tele-inspection unit.