

**Proposed  
Annual Operating Budget  
Fiscal Year 2012/13**



**CITY OF ELMHURST, ILLINOIS**

Principal Officials

February 1, 2012

---

LEGISLATIVE

Peter P. DiCianni III, Mayor

Diane C. Gutenkauf	Alderman – 1 <sup>st</sup> Ward
Paula Pezza	Alderman – 1 <sup>st</sup> Ward
Bob Dunn	Alderman – 2 <sup>nd</sup> Ward
Norman Leader	Alderman – 2 <sup>nd</sup> Ward
Danee Polomsky	Alderman – 3 <sup>rd</sup> Ward
Michael J. Bram	Alderman – 3 <sup>rd</sup> Ward
Stephen W. Hipkind	Alderman – 4 <sup>th</sup> Ward
Kevin L. York	Alderman – 4 <sup>th</sup> Ward
Scott M. Levin	Alderman – 5 <sup>th</sup> Ward
Chris Healy	Alderman – 5 <sup>th</sup> Ward
Steve Morley	Alderman – 6 <sup>th</sup> Ward
Jim Kennedy	Alderman – 6 <sup>th</sup> Ward
Mark A. Mulliner	Alderman – 7 <sup>th</sup> Ward
Patrick Wagner	Alderman – 7 <sup>th</sup> Ward

Patty Spencer, City Clerk

David J. Dyer, City Treasurer

ADMINISTRATIVE

James A. Grabowski, City Manager/Budget Officer

Director of Finance & Administration  
Marilyn K. Gaston

Director of Public Works  
Michael J. Hughes

Fire Chief/Assistant City Manager  
Mike Kopp

Historical Museum Director  
Brian Bergheger

Interim Police Chief  
Dominic Panico

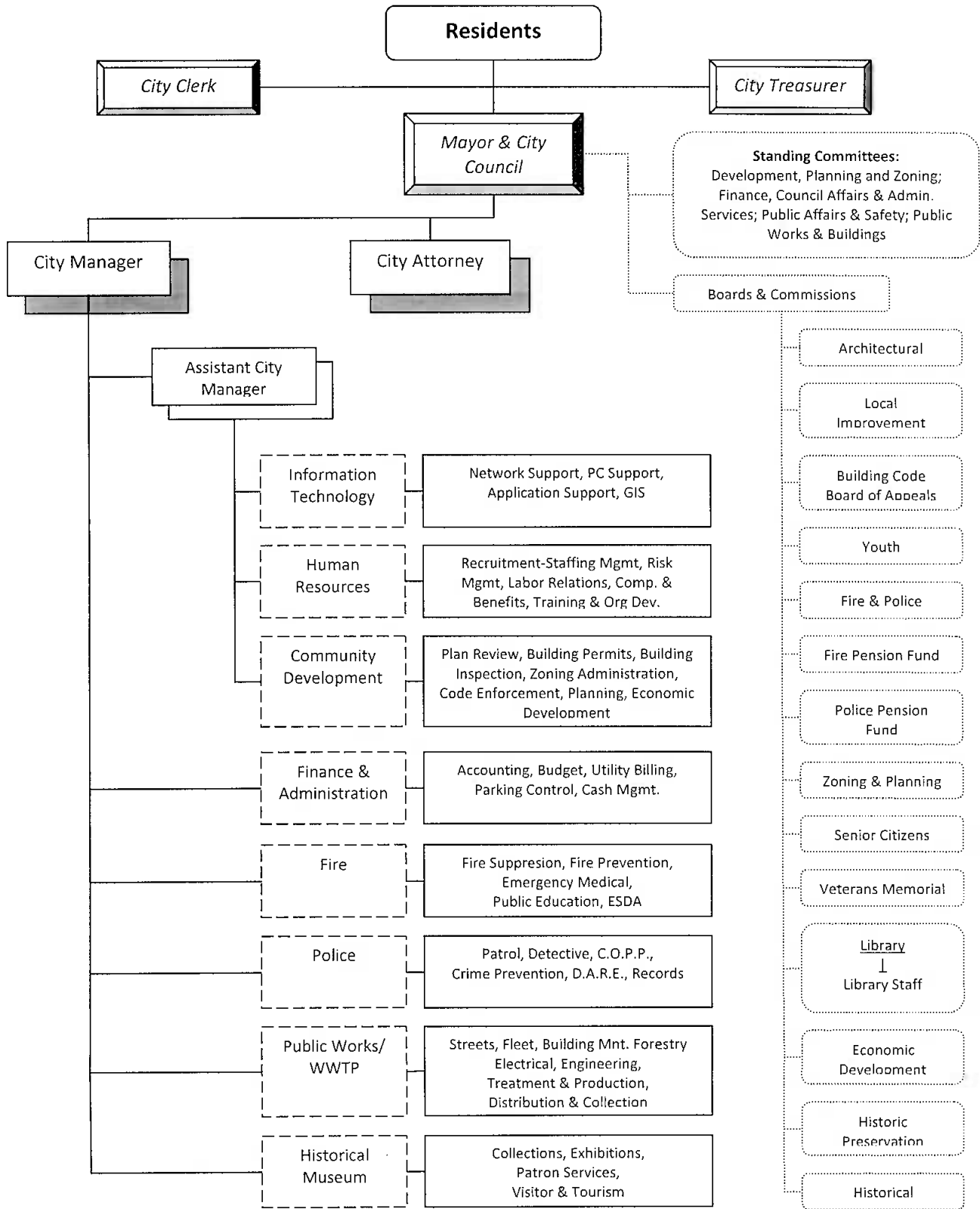
Building Commissioner  
Bruce Dubiel

Zoning Administrator  
Nathaniel Werner

Library Director  
Mary Beth Campe

Donald J. Storino, City Attorney

# City of Elmhurst, Illinois



# CITY OF ELMHURST MISSION STATEMENT

The City of Elmhurst is committed to providing ***responsive*** and ***superior*** governmental services in an ***environment of respect*** to protect and enhance the ***quality of life*** of those who live, work, visit and conduct business in our community.

## ***RESPONSIVE***

We are committed to:

- Providing prompt and courteous service
- Maintaining open lines of communication with our community
- Listening and looking to the needs of our community for direction.

## ***SUPERIOR***

We are committed to:

- Being fiscally responsible
- Continually improving service to our community
- Representing the City in a professional manner
- Acting with integrity
- Keeping our services proactive
- Providing accurate and consistent service
- Creatively planning for our community's future.

## ***ENVIRONMENT OF RESPECT***

We are committed to:

- Treating all people with fairness, honesty and compassion
- Listening with patience
- Respecting the different needs of all members of our community
- Being loyal to ourselves, the City and our community.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Elmhurst  
Illinois**

For the Fiscal Year Beginning

**May 1, 2011**

*Linda C. Danson Jeffrey R. Egan*

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Elmhurst, Illinois for its annual budget for the fiscal year beginning May 1, 2011. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

**CITY OF ELMHURST  
2012-13 PROPOSED BUDGET  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
<b><u>BUDGET SUMMARY</u></b>	
Transmittal Letter .....	1-6
Revenue Summary .....	7-12
Expenditure Summary .....	13-19
Fund Balance/Net Asset Summary - All Funds .....	20-21
Tax Rates/EAV .....	22-23
Personnel Summary .....	24-25
Departmental Overview .....	26-92
<b><u>GOVERNMENTAL FUNDS</u></b>	
<b>GENERAL FUND SUMMARY (Including Revenues) .....</b>	<b>93-113</b>
Administration/Elected Officials .....	114-117
Board of Fire and Police Commissioners .....	118-119
Finance .....	120-122
Human Resources .....	123-125
Information Technology .....	126-128
Planning, Zoning and Economic Development .....	129-130
Public Safety	
Fire Protection .....	131-133
Wireless Radio .....	134
ESDA-Civil Defense .....	135-136
Building .....	137-139
Police Department .....	140-143
Public Works	
Streets and Bridges-Administration .....	144-146
Street and Alley Maintenance .....	147-149
Snow Removal and Ice Control .....	150-152
Forestry .....	153-155
Electrical .....	156-158
Rubbish Disposal .....	159-160
Municipal Buildings .....	161-162
Central Maintenance Equipment .....	163-165
Public Benefits .....	166-167
Historical Museum .....	168-171
Legal .....	172-173
Claims .....	174-175
Senior Services (Health and Welfare) .....	176
Health Services (Health and Welfare) .....	177
Contingent .....	178
Cable Television .....	179

**CITY OF ELMHURST  
2012-13 PROPOSED BUDGET  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
<b><u>GOVERNMENTAL FUNDS (continued)</u></b>	
Visitor and Tourism .....	180
Interfund Transfers .....	181
<b>CAPITAL IMPROVEMENT FUND .....</b>	<b>182-186</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>	
<b>LIBRARY FUND .....</b>	<b>187-209</b>
<b>MOTOR FUEL TAX FUND .....</b>	<b>210-215</b>
<b><u>ENTERPRISE FUNDS</u></b>	
<b>MUNICIPAL UTILITY FUND SUMMARY .....</b>	<b>216-224</b>
Water Administration .....	225-227
Water Production .....	228-230
Water Distribution .....	231-233
Wastewater Administration .....	234-237
Maintenance of Sanitary Sewers .....	238-241
Wastewater Treatment Plant .....	242-244
<b>PARKING SYSTEM FUND .....</b>	<b>245-253</b>
<b><u>CAPITAL PROJECTS FUNDS</u></b>	
<b>T. I. F. FUNDS</b>	
Redevelopment Fund (TIF I) .....	254-261
Industrial Development Fund (TIF II) .....	262-267
Route 83 Commercial Development Fund (TIF III) .....	268-272
<b>CAPITAL PROJECTS FUND .....</b>	<b>273-280</b>
<b><u>DEBT SERVICE FUNDS</u></b>	
<b>BOND AND INTEREST FUNDS .....</b>	<b>281-288</b>
<b><u>TRUST AND AGENCY FUNDS</u></b>	
<b>TRUST AND AGENCY FUNDS .....</b>	<b>289-303</b>

**CITY OF ELMHURST  
2012-13 PROPOSED BUDGET  
TABLE OF CONTENTS**

<b>DESCRIPTION</b>	<b>PAGE</b>
<b><u>BUDGET AND FINANCIAL POLICIES AND PROCEDURES</u></b>	
Budget Planning/Controls, Budget Schedule and Policy & Procedures .....	304-307
Purchasing Policy .....	308-311
Revenue Policy and Detail Analysis .....	312-317
Long Term Debt/General Obligation Bonds .....	318-325
Working Cash Fund Policy .....	326-327
Sustainability Policy and Report .....	328-338
<b><u>SUPPLEMENTAL INFORMATION</u></b>	
Community Profile and Local Economy .....	339-343
Major Revenue Sources–History and Analysis .....	344-361
Interfund Transfer Detail .....	362-368
Federal and State Grant Detail .....	369
Allocation of Interdepartmental Charges .....	370
Capital Improvement Impact on Operating Budget .....	371-372
Fund Descriptions .....	373-376
Glossary .....	377-390
<b><u>CAPITAL EXPENDITURE BUDGET</u></b>	
<b>CAPITAL EXPENDITURE BUDGET .....</b>	<b>CEB 1-CEB 90</b>
(See Capital Expenditure Budget Table for Detail)	