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*Village of Downers Grove
Municipal Budget
Community Investment Program*



801 Burlington Avenue
Downers Grove, IL 60515
downers.us

FY2020 ADOPTED BUDGET

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Introduction

The Municipal Budget is the Village's annual implementation plan of its mission and strategic goals. The purpose of the budget is to align everyday operations and Village resources with community priorities outlined in planning documents such as the Long-Range Plan and the Comprehensive Plan. The Adopted FY20 Budget is consistent with the Village's strategic goals, specifically the goal to be a *Steward of Financial, Environmental and Neighborhood Sustainability*.

The adopted budget will be reviewed and discussed over multiple meetings in an open, transparent and participative process. The budget review process provides ample opportunity for dialogue among community members, the Village Council and staff in a series of public meetings.

Budget Review and Approval Schedule

Budget Discussion at Village Council Meeting	Tuesday, November 5
Budget Discussion at Village Council Meeting/Budget Public Hearing	Tuesday, November 12
Budget Coffee with the Council (Fire Station 2)	Saturday, November 16
Budget Discussion at Village Council Meeting/Motion to Estimate Levy	Tuesday, November 19
Tax Levy Public Hearing/Budget Adoption	Tuesday, December 3
Adopt Tax Levy	Tuesday, December 10

Village Budget Reflects Planning Documents and Reports

The Village's annual budget is the implementation document for plans and studies that have already been discussed or approved including:

- Long-Range Plan 2019-2021
- Comprehensive Plan (2017 Update)
- 2014 Stormwater Project Analysis
- 2012 Stormwater Utility Study
- 2019 Update to the Water Rate Study

Summary

The key points of the Adopted FY20 Budget are as follows:

Balanced General Fund with Recommended Fund Balance: The General Fund is balanced with revenues and expenses at \$49.6 million. The General Fund balance will be maintained at the recommended level of approximately 40% of annual expenses, \$19.5 million - an amount consistent with S&P's guidelines to maintain the Village's [AAA bond rating](#). (See page 4-3)

Village Facilities Replacement & Sustainability: In the early portion of 2020 the Village Council will prepare a plan to replace the 40-year old Police Station and 90-year old Village Hall. The Adopted FY20 Budget includes \$2 million in expenses in the Major Buildings Fund which could be used to design a replacement building and for other project costs. (See page 4- 35)

\$175,000 Increase in the Property Tax Levy for Operations: For the first time in eight years, the adopted budget includes an increase in the property tax levy for operations for \$175,000 (3% increase). This money will be used to support General Fund operations. This increase is consistent with the Long-Range Plan General Fund strategy "consider increasing the property tax levy for operations as necessary." (See page 4-2).

Property Tax Levy Increase for Required Contributions to Public Safety Pensions: The adopted budget includes a \$653,439 increase in the levy for police and fire pensions - a 9.4% increase in this portion of the levy (a 4.7% increase in the total levy). Per State law, the Village is required to make a contribution to the pension funds in this amount. (See page 4-2).

Maintained Staffing Levels: The adopted budget reflects no change in total staffing full-time equivalent (FTE) positions. Total staffing has been reduced from 374.78 FTE in 2008 to 304.35 FTE in 2019, a reduction of 23%. (See page 7-6)

\$21.3 Million Investment in Infrastructure: The Adopted FY20 Budget allows for continued substantial improvements in the Village's infrastructure, including \$4.45 million in streets, \$6.93 million in stormwater (including annual bond payments) and \$5.68 million for water. The improvements are designed to reduce the total life cycle cost of owning and operating the infrastructure systems. (See the Community Investment Program, Section 6).

Aging Enterprise Resource Planning System (ERP): The Adopted FY20 Budget includes \$1.2 million in the Capital Projects Fund for the replacement of the Enterprise Resource Planning System. An ERP system integrates all departments across an organization into a single system that can serve all the departments particular needs. The Village's current ERP is Eden, by Tyler

Technologies, which has been in place since 2006, and is quickly drawing near the end of its useful life. (See page 4-30)

Balanced General Fund with Recommended Fund Balance

The General Fund is the main operating fund of the Village and includes funding for the majority of Village services. With revenues and expenses at \$49.6 million, the budget is balanced. The General Fund balance will continue to be maintained at the recommended level, equal to approximately 40% of annual expenses. Table 1 below shows the budgeted revenues, expenses and fund balance in the General Fund.

Table 1: General Fund Revenues & Expenses, FY15 to FY20 (in millions)

Fiscal Year	Revenues	Expenses	Difference	Fund Balance	Fund Balance % of Expenses
FY20 Adopted Budget	\$49.67	\$49.64	\$0.03	\$19.50	39.28%
FY19 Estimate	\$48.70	\$48.21	\$0.49	\$19.47	40.38%
FY18 Actual	\$49.01	\$48.93	\$0.08	\$18.97	38.77%
FY17 Actual	\$46.28	\$46.27	\$0.01	\$18.89	40.82%
FY16 Actual	\$46.02	\$45.84	\$0.18	\$18.88	41.19%
FY15 Actual	\$45.60	\$44.12	\$1.48	\$18.70	42.39%

Revenues

The General Fund derives its revenue from several sources, with the top four sources being property tax, sales tax, utility tax and state-shared revenues including income tax. Total General Fund revenue is budgeted to be \$49.67 million, an increase of about \$1.44 million compared to the FY19 Budget (3.0% increase) and about \$967,000 compared to the FY19 estimated revenues (2.0% increase).

Notable changes in revenues from the 2019 Budget include:

- \$653,439 increase in the property tax levy for required contributions to the Police and Fire pension funds
- \$353,000 increase in ambulance fee revenue compared to the FY19 budgeted amount. Ambulance fees are proposed to be increased by 25% to align with the fees charged by other municipalities and fire districts in DuPage County.
- \$270,000 increase in the food and beverage tax revenue compared to the FY19 budgeted amount

Table 2 below summarizes the General Fund revenue for the Adopted FY20 Budget and previous years.

Table 2: Top Ten General Fund Revenues

Rank	Source	FY20 Adopted Budget	FY 19 Budget	FY 19 Estimate	FY 18 Actual	FY 17 Actual
1	Sales Tax	\$11,600,000	\$11,600,000	\$11,500,000	\$11,526,462	\$11,652,631
2	Property Taxes - Pensions	\$7,634,795	\$6,981,356	\$6,981,356	\$6,591,751	\$6,024,762
3	Property Taxes - Operations	\$6,022,145	\$5,847,145	\$5,847,145	\$5,906,795	\$5,903,486
4	State Income Tax	\$4,700,000	\$4,600,000	\$5,100,000	\$4,679,801	\$4,488,393
5	Utility Taxes	\$4,375,000	\$4,650,000	\$4,345,000	\$4,524,932	\$4,533,442
6	Food and Beverage Tax	\$1,970,000	\$1,700,000	\$1,920,000	\$1,854,362	--
7	Home Rule Sales Tax	\$1,850,000	\$1,950,000	\$1,822,000	\$1,911,385	\$1,978,047
8	Ambulance Fees	\$1,708,000	\$1,355,000	\$1,500,000	\$1,667,899	\$1,126,157
9	State Shared Local Use Tax	\$1,500,000	\$1,350,000	\$1,500,000	\$1,435,492	\$1,264,020
10	Building Related Permits	\$1,400,000	\$1,500,000	\$1,400,000	\$1,994,718	\$1,936,814
	Sub-total	\$42,759,940	\$41,533,501	\$41,915,501	\$42,093,597	\$38,907,752
	All Other Total	\$6,909,663	\$6,697,110	\$6,786,892	\$6,919,892	\$7,370,832
	Total General Fund Revenues	\$49,669,603	\$48,230,611	\$48,702,393	\$49,013,489	\$46,278,584

Expenses

Total General Fund expenses are budgeted to be \$49.64 million. This is an increase of approximately \$1.43 million compared to the FY19 Budget (2.60% increase) and about \$1.50 million compared to the FY19 estimate of actual expenses (3.0% increase).

General Fund expenses fall into two major categories - Personnel and Non-Personnel. Personnel expenses account for about 77% of total expenses. Table 3 summarizes these expenses.

Table 3: General Fund Expenses by Category FY19 vs. FY20

Category	FY20 Adopted Budget	FY19 Budget	Change	% Change
Personnel	\$38,213,526	\$36,532,983	\$1,680,543	4.60%
Non-Personnel	\$11,423,644	\$11,677,399	(\$253,755)	(2.17%)
Total	\$49,637,170	\$48,210,382	\$1,426,788	2.96%

The Adopted FY20 Budget aligns with the Long-Range Plan goal to limit personnel-related cost increases. The increase in budgeted expenses are driven primarily by the \$653,439 increase in the required contribution to the police and fire pension funds. The remaining personnel costs increase by \$1.03 million, or 1.79% over the 2019 Budget. Non-Personnel Expenses are budgeted to decrease by \$253,755 from the 2019 Budget, driven by:

- \$462,000 decrease in workers compensation costs due to better claims experience
- \$200,000 decrease in costs for the purchase of road salt for snow operations. The additional tax dollars received by the Village in the Motor Fuel Tax Fund from the increased state motor fuel tax (page 4-32) are being used to pay for salt.

Non-personnel expense decreases were partially offset by inflationary increases in other expenses.

Fund Balance Maintained at the Recommended Level

The General Fund balance is budgeted to be maintained at the recommended level, equal to approximately 40% of annual expenses. This balance is consistent with Standard & Poor's guidelines to maintain the Village's [AAA bond rating](#). As shown in Table 1, the fund balance is budgeted to be \$19.5 million which is about 40% of the budgeted expenses. This balance is also compliant with the Village's [cash balance policy](#).



Property Tax Levy

The total municipal budget relies on several sources of revenues, but the property tax levy is one of the most significant sources of funding. Property taxes account for approximately 27% of the General Fund budget. The Village's property tax is comprised of five components that support specific services and obligations of the Village. The two most significant components of the levy are the levy for operations and the levy for pension obligations.

The property tax levy for the Adopted FY20 Budget is \$14.63 million. This is an increase of \$828,439 over the FY19 property tax levy. The increase is due primarily to the levy for required public safety pension contributions (See table 4 on next page).

Table 4: Village Property Tax Levy FY20 vs. FY19

Tax Levy Component	FY20 Adopted	FY19	Change	Percent Change
Corporate Levy*	\$3,086,645	\$2,997,145	\$89,500	2.99%
Fire Protection*	\$2,935,500	\$2,850,000	\$85,500	3.00%
Fire Pension	\$4,014,795	\$3,611,356	\$403,439	11.17%
Police Pension	\$3,620,000	\$3,370,000	\$250,000	7.42%
Capital	\$971,524	\$971,524	--	--
Total	\$14,628,464	\$13,800,025	\$828,439	6.00%

*NOTE: The Corporate Levy and Fire Protection Levy together are referred to as the Levy for Operations.

Levy for Operations

The property tax levy for operations, which consists of the Corporate Levy and Fire Protection Levy, will increase by \$175,000 in FY20. This is the first time for an increase in the operations levy after eight consecutive years of a flat or decreasing levy for operations, reflecting the Village's commitment to controlling operating expenses in alignment with the Long-Range Plan strategies.

Levy for Public Safety Pensions

In FY20, the Village will be required to contribute \$653,439 more than in FY19, an increase of approximately 9.36%.

FAQ on Public Safety Pensions

What Does "Public Safety Pension" Mean?

Police officers and firefighters are eligible for pension benefits upon retirement if they meet certain eligibility criteria which are set by State of Illinois law. Each municipality that employs police officers and firefighters must maintain a fund to pay the pensions. The pension funds are invested using parameters established by the State of Illinois to increase the value of the fund over time. The level of pension benefits is determined by State law.

Who Pays for Public Safety Pensions?

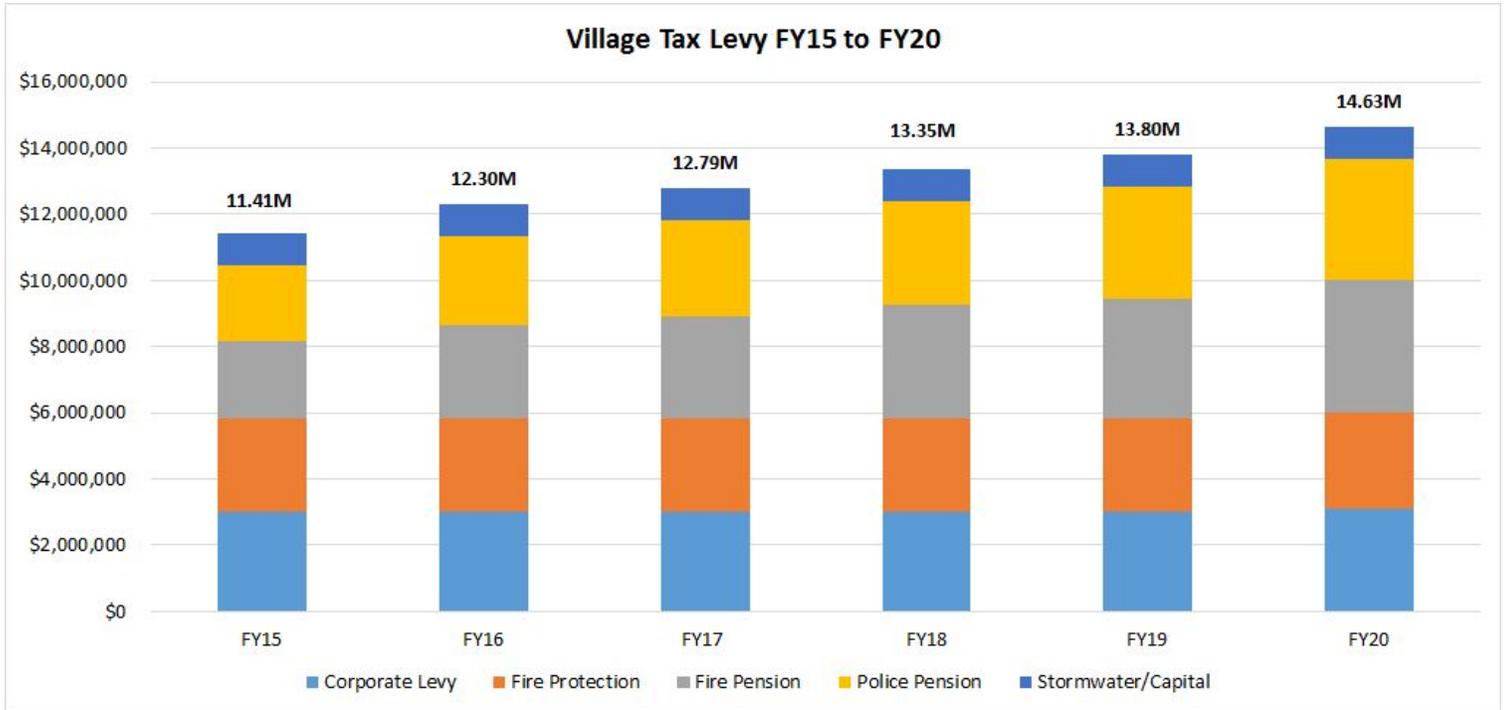
Both the employer and the employee are responsible for funding the public safety (police and fire) pension funds. Police officers contribute 9.91% and firefighters contribute 9.455% of their salary toward their pensions. This percentage is governed by State statute. The Village makes an annual contribution to each pension fund. The amount is based on an actuarial calculation that is determined by figuring the potential cost of the system based on statistical analysis which considers investment returns, employee contributions, and pension benefit payout costs

Does the Village Fund the Pensions at the Required Amount?

Yes, each year the Village makes the required annual contribution to both the Police and Fire Pension Funds.

What Does "Pension Levy" Mean?

The Village must contribute a minimum amount to its pension funds to meet the funding level required under state law. The funding level refers to the amount in the pension fund compared to the potential liability. This amount is the Village's annual property tax levy for pension contributions.



Equalized Assessed Valuation

Based on conversations with the Township Assessor’s Office, the total Equalized Assessed Valuation (EAV) of all taxable property in the Village is expected to increase by 4%. Since the increase in EAV will be greater than the increase in the Village’s total levy, the tax rate is projected to decrease slightly. The EAV increase is an estimation and could change once the assessment is finalized.

Village Tax Levy on a Typical Residential Property

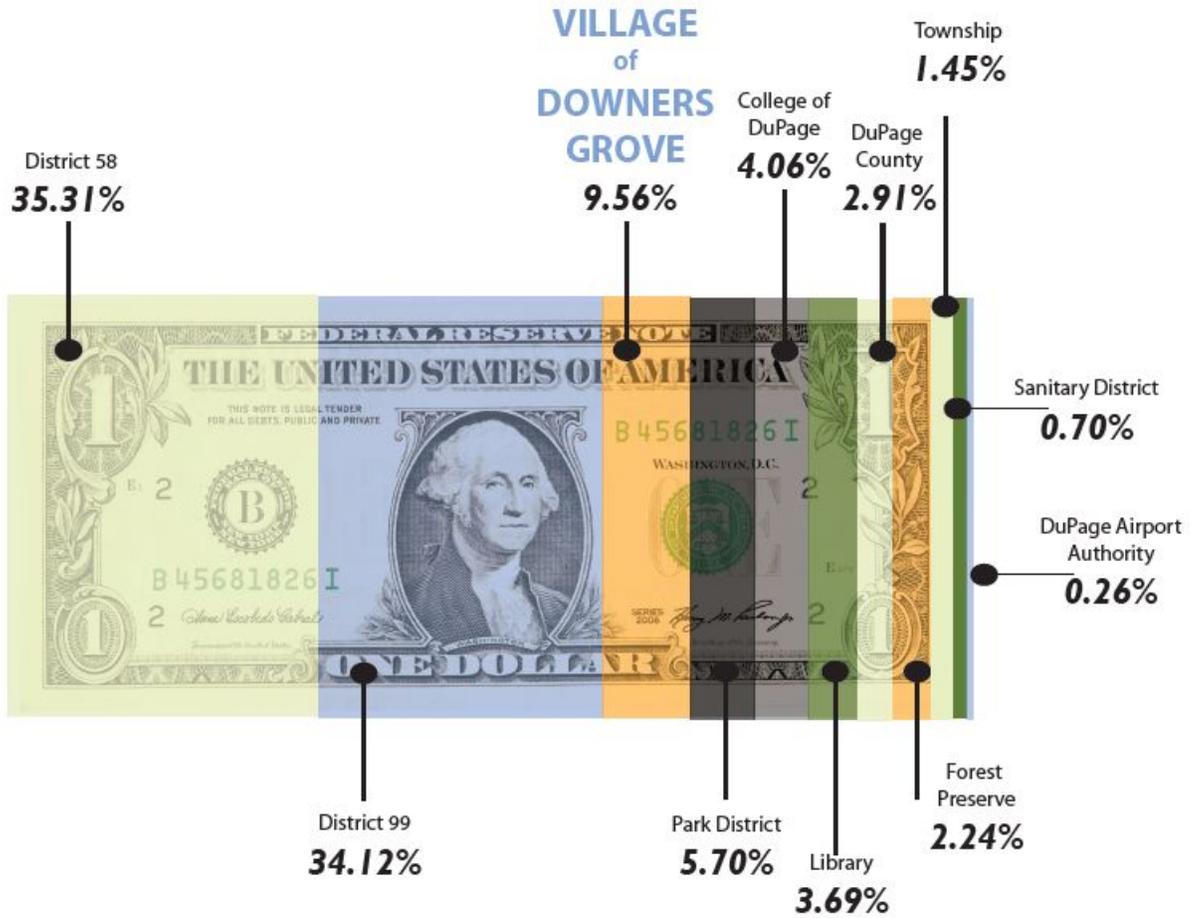
In 2019, a typical residential property with a market value of \$300,000 (taxable value of \$100,000) paid \$546.50 to the Village. The taxable value of the same property is expected to increase by 4% in 2020. With the increase in the Village property tax levy, a typical residential property is expected to pay about \$579.29 in Village property taxes, an increase of about \$32.79 (6%).

Table 5: Impact of Property Tax Levy on a Typical Residential Property

	FY20	FY19	Difference
Equalized Assessed Value	\$104,000	\$100,000	\$4,000
Village Tax Rate	.5570	.5465	.0105
Village Tax Amount	\$579.29	\$546.50	\$32.79

Village Manager's Budget Message

The Village portion of the property tax bill is generally about 9% of the total tax bill. Below is a breakdown of the percentage of distribution to local government entities from a typical tax bill. The information, as well as the property tax history of each parcel, is available on the DuPage County website at www.dupageco.org.



Continued Investment in Infrastructure

The Village's strategic goal to provide *Top Quality Infrastructure* requires a commitment to ongoing investment in maintenance, as well as investment in replacing or building new infrastructure. Since 2010, the Village has created and followed plans for sustainable funding for infrastructure. As a result, the Village has made major investment in streets, the stormwater system, the water systems and sidewalks.

The Adopted FY20 Budget includes \$21.3 million for continued investment in the Village's water, streets, stormwater, sidewalk and other systems.

The Village maintains several major infrastructure systems: streets, sidewalks, stormwater and water. In addition, the Village manages public facilities, traffic and streetlight systems and the parking deck and parking lots. The Village has both long and short-term spending plans for each of its major systems. Short-term spending plans are in the annual Community Investment Plan. (See Section 6)

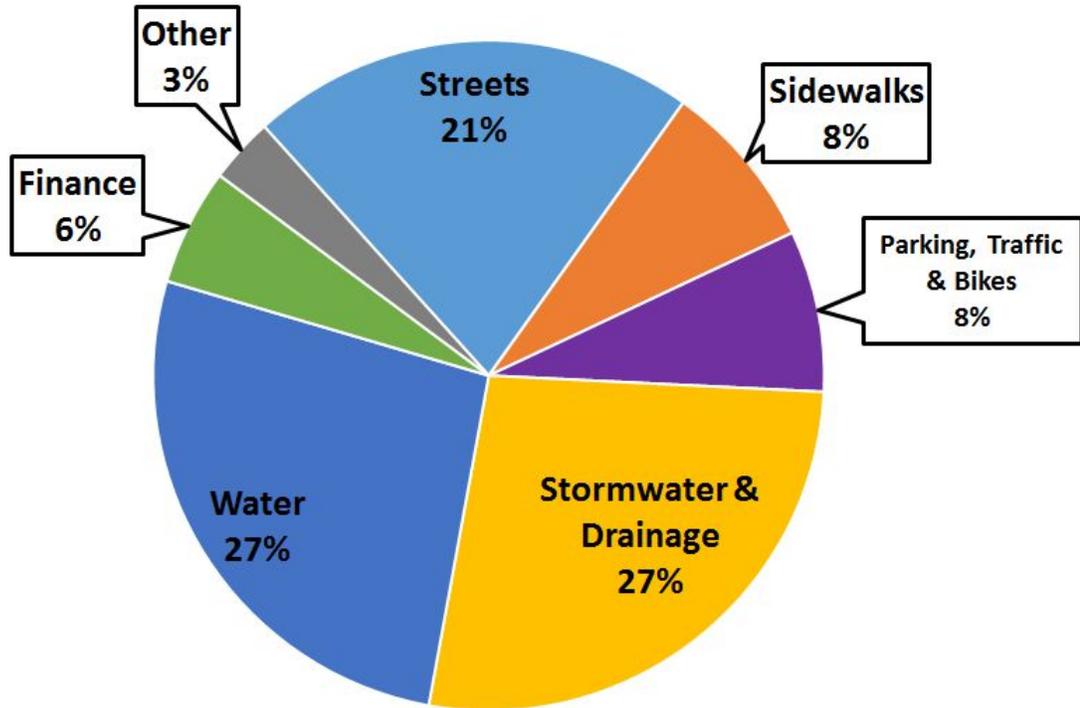
Streets - The Adopted FY20 Budget includes \$4.5 million for street maintenance projects, including resurfacing, crack-filling and patching. Street maintenance projects are funded by the Motor Fuel Tax, Home Rule Sales Tax, Property Tax and Telecommunications Tax. (See pages 4-30 to 4-34)

Stormwater - The Adopted FY20 Budget includes \$9.9 million of investment in the stormwater management system including \$6.9 million for stormwater capital projects and \$3 million for annual maintenance activities. Over \$5.0 million in revenues for stormwater expenses are provided by stormwater utility fees. The fees are budgeted to increase by 8.7% in FY20 (\$13.48 per ERU up from \$12.40 per ERU) pursuant to the [2016 Stormwater Utility Report](#). (See page 4-21)

Water - The Adopted FY20 Budget includes \$5.7 million for water infrastructure projects. A [water rate study](#) completed in 2019 recommended that water revenues should be increased in FY20 (effective 7/1/2020) and subsequent years by 4.6%. This is to continue proactive management of the water system through infrastructure investment, ensure the opportunity to utilize low interest rate loans from the IEPA, maintain minimum cash balances and offset the decline in usage. (See pages 4-24 to 4-25).

Sidewalks - The Adopted FY20 Budget includes \$269,000 for sidewalk maintenance and repair, \$100,000 for Ogden Avenue sidewalks, \$365,000 for crosswalk and accessibility improvements and \$600,000 for Jefferson-Brookbank sidewalk connection. (See pages 4-28 to 4-30 and 4-39)

FY20 Capital Budget by Major Program Type -
\$21.3 Million



Potential Impacts to the Budget

The Adopted FY20 Budget was prepared with great care and attention to detail and reflects staff's best assessment of revenues and expenses in each fund. However, there are several factors which could affect the budget, both positively and negatively over the course of the year. Staff has identified four items which could impact the Adopted FY20 Budget.

Sales Tax Revenue from On-Line Sales - The State of Illinois recently enacted the "Leveling the Playing Field for Illinois Retailers Act" which requires certain remote retailers to collect and remit state and locally-imposed sales taxes for the jurisdiction where the product is delivered (destination) starting on July 1, 2020. This is a structural change in state sales tax law which should increase the Village's annual sales tax revenue. The FY20 General Fund budget was not increased to reflect this change since this taxing process is new, will be in place for only half of the year, and may not achieve the desired result of collecting taxes from on-line sales in the initial months of the system.

GEMT Reimbursement - Ground Emergency Medical Transport (GEMT) is a supplemental Federal funding program which allows fire agencies to submit for additional reimbursement for unrecovered costs associated with emergency medical transports for Medicaid patients. Currently, Illinois reimburses municipalities a set amount for Medicaid transports, regardless of the actual cost of providing those services. Through this program the federal government will pay to the State the difference between the set amount and the actual costs incurred for the Medicaid transports. Once the State receives the funds from the federal government, it will reimburse the Village approximately 50% of the funds received. Since this program has just been established in the State of Illinois, the amount of funds that will be reimbursed to the Village is undetermined at this time.

Legalized Recreational Cannabis - The State of Illinois passed the Cannabis Regulation and Tax Act which has legalized the use of recreational marijuana beginning January 1, 2020. The Act will allow any Illinois resident over the age of 21 to possess and use recreational marijuana in limited quantities. With this change in state law, there is potential law enforcement impacts that could increase the cost of police operations. After using cannabis tax revenue to cover the cost of administration and record expungement, the State of Illinois will distribute 8% of the remaining revenue to local governments for the prevention and training of law enforcement.

General Economic Conditions - Most of the Village's revenue sources have the potential to be impacted by general economic conditions at the local, state, national or even international levels. The State of Illinois controls many of the Village's revenue sources and Illinois continues to take actions to solve the state's on-going financial challenges. Slowing economic growth and unresolved global trade negotiations have led to an increase in market volatility. Staff will continually monitor the general economic conditions locally and abroad, and staff will be prepared to implement any strategies needed to address any impacts to Village revenues.

2019 - 2021 Long Range Plan

October 2019

EXECUTIVE SUMMARY

The Village Council developed the Long-Range Plan over the course of seven public meetings from August through October, 2019. The Long-Range Plan consists of:

- Strategic Goals for 2019 to 2021 and beyond.
- Key trends and issues affecting the long-term future of the Village.
- Strategies and solutions to address the key trends and issues.
- Priority Action Items to be completed by April 2021.

Long Range Plan Meetings

Date	Topics
August 13	Introduction & Overview Strategic Goals Issues Discussion <ul style="list-style-type: none">• General Fund Sustainability
August 20	Issues Discussion <ul style="list-style-type: none">• Recreational Marijuana• Plan for the Future of Downtown
September 3	Issues Discussion <ul style="list-style-type: none">• Village Facilities Replacement & Sustainability
September 10	Issues Discussion <ul style="list-style-type: none">• Stormwater Capital Projects Plan
September 23	Priority Action Items Strategic Goals
October 15	Review of the LRP Report
November 5	Accept the LRP Report

Strategic Goals

The following five strategic goals were developed during previous long-range planning efforts and will continue to guide the Village during this next planning period:

- Steward of Financial, Environmental and Neighborhood Sustainability
- Exceptional Municipal Services
- Top Quality Infrastructure
- Strong, Diverse Local Economy
- Continual Innovation

Solutions and Strategies to Address Key Issues

Key Issue	Description	Strategies & Solutions
<p>General Fund Sustainability</p>	<p>While revenues have exceeded expenses each year, many key revenues are declining and/or not keeping pace with expenses.</p> <p>Expenses may exceed revenues in 2020 and beyond. Personnel expenses are projected to continue to increase faster than revenues grow.</p> <p>The cost of required contributions to public safety pensions has increased significantly in the past several years and is projected to continue to increase each year.</p> <p>A new state law requiring the payment of sales tax on on-line purchases will likely increase Village revenues beginning on July 1, 2020.</p>	<ul style="list-style-type: none"> ● Implement cost-cutting measures ● Monitor state budget actions and work to protect municipal revenues ● Reduce reliance on state shared revenues ● Maintain reserve balances within policies ● Work with the Downers Grove Economic Development Corporation (DGEDC) to increase the sales tax and property tax base and Village revenues ● Enhance the existing revenue base ● Seek out new sustainable revenue sources ● Consider increasing the property tax levy for operations as necessary ● Continue to pay for increases in the required contributions for public safety pensions by increasing the property tax levy for pensions <p>The items highlighted in bold are likely to be featured in the Proposed FY20 and future budgets.</p>
<p>Recreational Marijuana</p>	<p>The use of recreational marijuana will become legal in the State of Illinois on January 1, 2020. The Village will have the right to enact an ordinance banning cannabis business establishments within its jurisdiction or otherwise regulate the time, place, manner and the number of cannabis business establishments within Village limits. The Village can also choose to impose a tax of up to 3% on retail sales of cannabis products.</p>	<p>By Q4 2019, consider an ordinance banning cannabis businesses or establish zoning regulations, licenses and taxes for cannabis sales.</p> <p>Establishing regulations and/or taxes for cannabis businesses is a Priority Action Item for 2019-21.</p>
<p>Village Facilities Replacement & Sustainability</p>	<p>The 40-year old Police Station and 90-year old Village Hall are in below average condition and do not provide modern work spaces that allow for efficient and effective interactions among employees and customers. Both facilities have outdated major building systems that will require significant investment to replace. These two buildings are in need of major renovation or replacement.</p>	<p>By Q2 2020, create a plan to replace the existing Police Station and Village Hall Building and to ensure long term sustainability for these buildings.</p> <p>The Village Facilities Replacement & Sustainability Plan is a Priority Action Item for 2019-21.</p> <p>Continue to maintain the five other major facilities using existing revenues.</p>
<p>Plan for the Future of the Downtown</p>	<p>The Downtown Tax Increment Financing (TIF) District and Special Service Area (SSA) will both expire in 2020 while infrastructure and service-related needs continue to exist.</p>	<p>By Q3 2020, create a detailed plan that identifies</p> <ul style="list-style-type: none"> ● Infrastructure maintenance needs ● Services and operations to be provided ● Roles & responsibilities ● Funding sources and amounts ● Implementation of Comprehensive Plan recommendations <p>The Plan for the Future of the Downtown is a Priority Action Item for 2019-21.</p>

Stormwater Capital Projects Plan	<p>By 2020, all non-floodplain projects identified in the current stormwater capital projects plan (2014 Stormwater Project Analysis) will be completed.</p> <p>Many areas of the Village do not meet the recommended level of service for stormwater management.</p>	<p>By Q3 2020, develop a stormwater capital projects plan which:</p> <ul style="list-style-type: none"> ● Identifies areas of the Village which do not meet the recommended level of service ● Identifies and prioritizes the capital projects to be constructed to achieve the recommended level of service ● Provides preliminary cost estimates for the capital projects ● Includes a financing plan to pay for the projects aligned with the Stormwater Utility Fee Plan <p>The Stormwater Capital Projects Plan is a Priority Action Item for 2019-21.</p>
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<p>Proposed FY20 Budget Preview</p> <p>Staff is currently preparing the Proposed FY20 Budget, scheduled for publication in late October. The General Fund budget, assuming current staffing levels and current levels of service, will likely include approximately a \$1.5 million increase in expenses due primarily to increases in personnel costs, including a \$650,000 increase in the required contribution to the public safety pension funds. To keep a balanced budget, the following actions may be required:</p> <ul style="list-style-type: none"> ● Increase the property tax levy for public safety pensions by \$650,000 ● Increase the property tax levy for operations by up to \$200,000 ● Increase other existing revenue sources as necessary

Priority Action Items

The following Priority Action Items will serve as the work plan from September 2019 to April 2021.

Priority Action Item	Description
Create a Village Facilities Replacement & Sustainability Plan	<p>This project will result in:</p> <ul style="list-style-type: none"> ● The replacement of the existing Police Station and Village Hall ● Improvements to the intersection of Washington Street and the railroad tracks ● A financial plan including the estimated total project costs and revenues identified to pay for the project costs
Create a Plan for the Future of the Downtown	<p>This project will result in a plan, prepared at the final detail level, addressing:</p> <ul style="list-style-type: none"> ● Infrastructure maintenance needs ● Services and operations to be provided ● Roles & responsibilities ● Funding sources ● Implementation of Comprehensive Plan recommendations
Develop and Implement a Downtown Parking Plan	<p>This project will result in:</p> <ul style="list-style-type: none"> ● An analysis of the impacts on parking in the Downtown from the three recently constructed buildings (Marquis on Maple, Burlington Station & Maple & Main) ● An analysis of parking supply and demand overall

	<ul style="list-style-type: none"> Recommended improvements to parking operations and options available to expand parking resources
Pedestrian Safety Enhancement Plan Near High Schools	<p>This project will result in:</p> <ul style="list-style-type: none"> An analysis of all relevant data to provide a range of solutions for improving pedestrian and traffic safety near the high schools Community engagement to receive input from impacted stakeholders Refinement of the range of solutions based on data analysis and community engagement Selection and implementation of a preferred solution to improve pedestrian and traffic safety
Create a Stormwater Capital Projects Plan	<p>This project will result in a multi-year plan which:</p> <ul style="list-style-type: none"> Identifies areas of the Village which do not meet the recommended level of service Identifies and prioritizes the capital projects to be constructed to achieve the recommended level of service Provides preliminary cost estimates for the capital projects Includes a financing plan to pay for the projects aligned with the Stormwater Utility Fee Plan
Expand the Human Service Ad Hoc Committee Report	<p>This project will result in Village Council direction on the roles and responsibilities of the Human Service Commission and the services to be provided by the Village. The direction provided will assist in the preparation of annual budgets and operating plans.</p>
Consider Regulations and Taxes on Recreational Marijuana	<p>This project will result in either a ban on marijuana businesses or zoning regulations and a tax on marijuana sales of up to 3%</p>
Replace the Enterprise Resource Planning System	<p>This project will result in the replacement of the Village's Enterprise Resource Planning System (currently EDEN).</p>

Priority Action Item Review

Upon completion of the Facilities Replacement & Sustainability Plan, Village Council will re-examine the list of Priority Action Items. The Facilities Replacement & Sustainability Plan is expected to be completed by Q1 or Q2 of 2020.

INTRODUCTION AND OVERVIEW

The Long-Range Plan is designed to identify and address issues affecting the long-term future of the Village. The Plan establishes the Village's goals and priority actions that guide annual budgets, daily operations and delivery of services. The long-range planning process is one of many strong management practices that led Standard & Poor's to grant the Village their highest bond rating of **AAA**.

To prepare the Long-Range Plan, the Village Council met six times in a workshop format in August through October. The Long Range Plan consists of:

- Strategic Goals for 2019 to 2021 and beyond.
- Key trends and issues affecting the long-term future of the Village.
- Strategies and solutions to address the key trends and issues.
- Priority Action Items to be completed by April 2021.

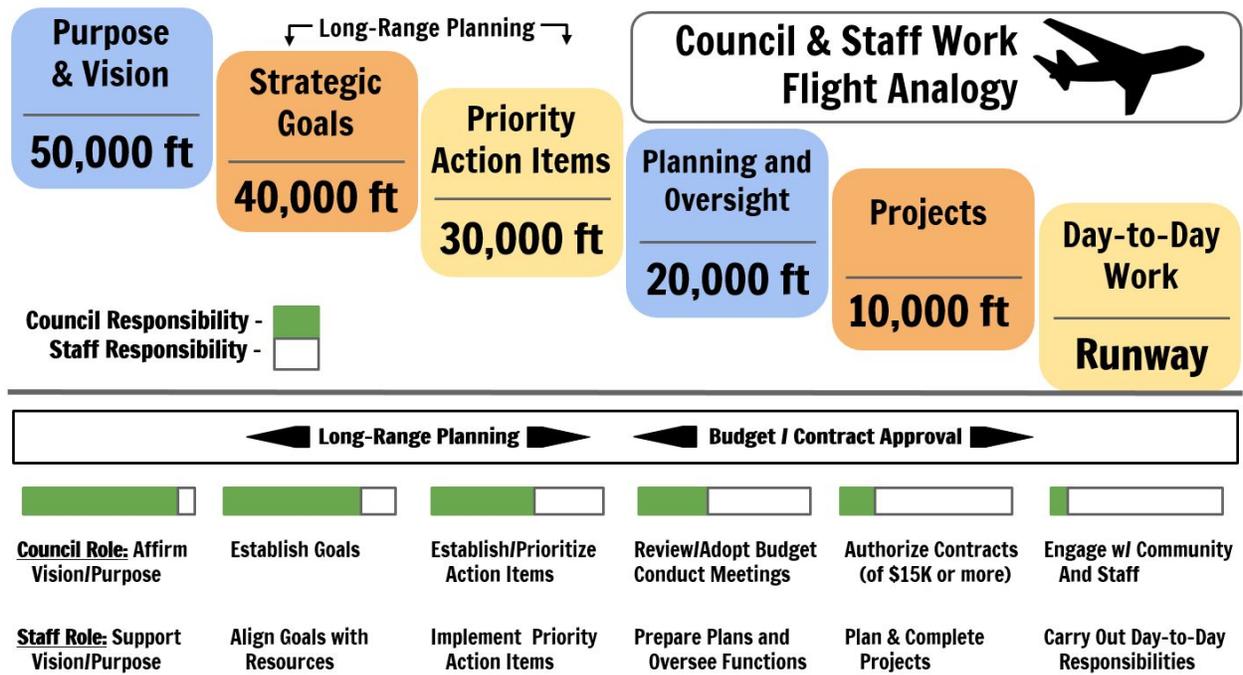
The meetings provided an opportunity for dialogue and collaboration among the Village Council, community members and staff.

Long Range Plan Meeting Schedule

Date	Topics
August 13	Introduction & Overview Strategic Goals Issues Discussion <ul style="list-style-type: none">• General Fund Sustainability
August 20	Issues Discussion <ul style="list-style-type: none">• Recreational Marijuana • Plan for the Future of Downtown
September 3	Issues Discussion <ul style="list-style-type: none">• Village Facilities Replacement & Sustainability
September 10	Issues Discussion <ul style="list-style-type: none">• Stormwater Capital Projects Plan
September 23	Priority Action Items Strategic Goals
October 15	Review of the LRP Report
November 5	Accept the LRP Report

Flight Analogy

The graphic below compares the roles of the Village Council and staff with an airline flight. The Long-Range Planning process takes place at the 30,000-40,000 foot level. The Council and community also have opportunities for input at the lower levels throughout the rest of the year, such as during regular Council Meetings, as part of the budget process, and in communicating formally and informally with members of the Village Council and staff.



Strategic Goals

The following five strategic goals were developed during previous long-range planning efforts and will continue to guide the Village during this next planning period:

- Steward of Financial, Environmental and Neighborhood Sustainability
- Exceptional Municipal Services
- Top Quality Infrastructure
- Strong, Diverse Local Economy
- Continual Innovation

Achievements and Results

In the past several years the Village has completed many key accomplishments and achieved significant measurable results to further the Strategic Goals. The [Annual Report](#) summarizes these accomplishments and results.

Vision, Goals & Objectives

The Strategic Goals are supported by and applied in conjunction with the Village's Vision and Goals and Objectives. The [Comprehensive Plan](#) articulates the community's vision for the

desired physical, social, and economic characteristics of the Village for the next 15 to 20 years. The Comprehensive Plan includes a Vision Statement that provides a basis for identifying many of the specific Goals and Objectives needed to lead the Village of Downers Grove in the direction of implementation.

Steward of Financial, Environmental and Neighborhood Sustainability

The Village should act as a steward of public resources to achieve financial and environmental sustainability. Financial sustainability can be achieved by aligning expenses with revenues on a long-term basis. The Village should control increases in expenses and implement revenue sources that withstand short-term uncertainty and provide long-term stability.

Environmental sustainability refers to the Village's responsibility to deliver its services in a way that protects or enhances natural resources. The Village seizes opportunities to 'green' its operations when possible, whether by seeking grants to introduce new environmentally friendly practices or by seeking the most environmentally friendly option for existing services.

Neighborhood Sustainability refers to the Village's role in crafting and applying policies and codes that help in maintaining or achieving the desired character of existing neighborhoods.

Exceptional Municipal Services

The services provided by the Village to residents, businesses and all stakeholders should be of the highest quality and exceed expectations. Village services should be delivered at a value to the community and should reflect the needs and desires of the community as a whole. This is achieved through maximizing the value of public dollars by partnering with overlapping and adjacent government entities. The value of the Village's services should be regularly communicated to residents, government should be transparent and accessible, and residents should be engaged and able to interact with their local government. The Village achieves this by producing timely communications in multiple media formats, publishing financial information in a way that is clear and understandable, and seeking and implementing new ways to gather input from residents and other stakeholders.

Top Quality Infrastructure

The Village owns and operates several infrastructure systems including streets, stormwater system and water supply and distribution. Specific performance and maintenance standards have been identified for each infrastructure system. The Village should continue to invest in all infrastructure systems so that each system meets or exceeds performance and maintenance standards.

Strong, Diverse Local Economy

The Village should continue to strengthen and diversify the local economy. This goal can best be achieved by working with the Downers Grove Economic Development Corporation (DGEDC) and implementing the recommendations of the Village's Comprehensive Plan. The DGEDC, a private not-for-profit agency, is committed to strengthening and diversifying the local economy by retaining existing businesses and attracting new businesses to the Village. They work in partnership with the Village to achieve the following:

- Strengthen the Sales Tax Base
- Strengthen the Commercial and Industrial Tax Base
- Increase Hotel Tax Revenue
- Increase the Employment Base

The Village's Comprehensive Plan was adopted in 2011 after nearly two years of public discussion and serves as a tool for improving the community in many areas, including economic development. An update to the Comprehensive Plan was adopted on June 13, 2017.

Additionally, the Village continues to work with the DGEDC to implement the recommendations of their five-year Strategic Plan adopted in 2014. The DGEDC is currently in the process of updating their Strategic Plan.

Continual Innovation

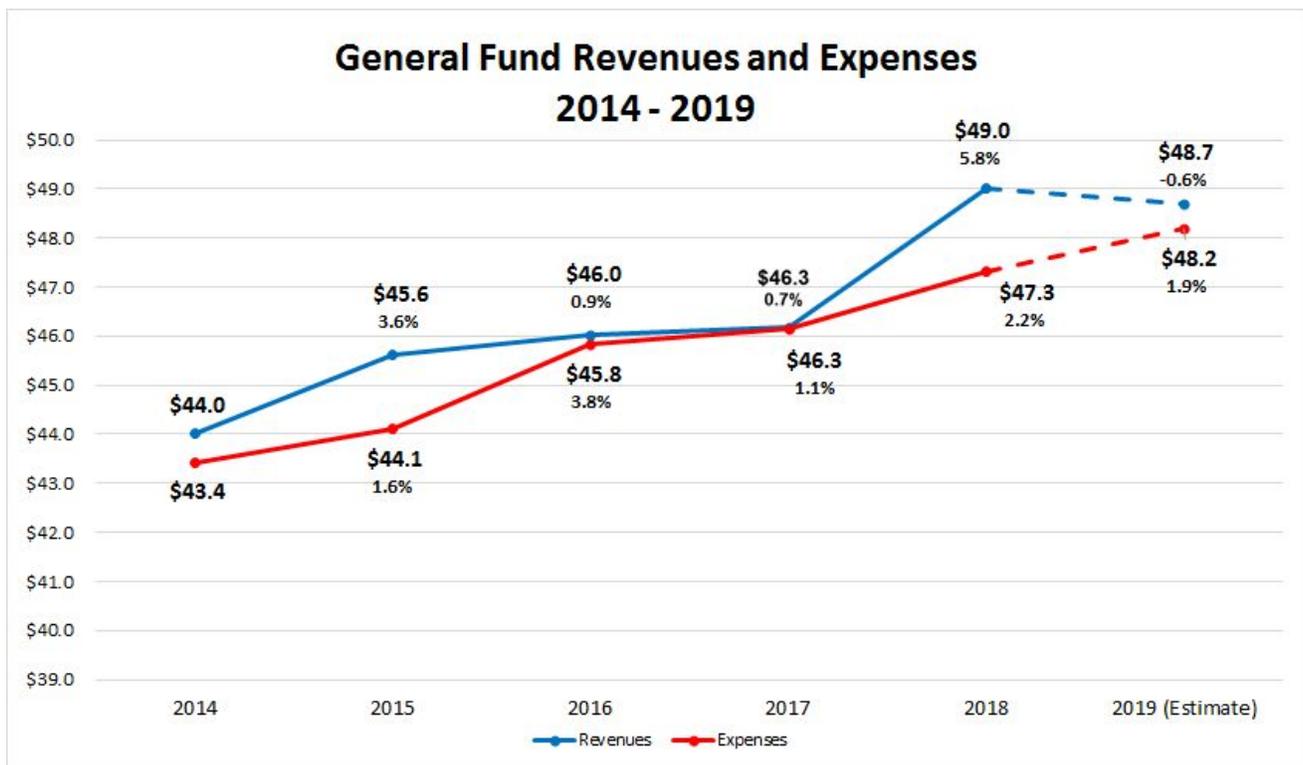
Innovation refers to the discovery, development and implementation of leading ideas and practices. Continual innovation leads to increased value of each dollar of investment in Village operations. It is achieved by emphasizing a leadership philosophy that is issue-focused and builds on the skills and talents of all employees within the organization. Village staff carefully considers the benefits of innovative practices to ensure success and value to the organization.

GENERAL FUND SUSTAINABILITY

The General Fund is the Village’s main operating fund. Most Village services are accounted for in the General Fund, including Police, Fire, Community Development and most of Public Works. Because the Village is a service organization, the vast majority of costs are related to the people delivering those services. Personnel-related costs account for 76% of General Fund expense.

<p>Issues</p>	<ul style="list-style-type: none"> • While revenues have exceeded expenses each year, many key revenues are declining and/or not keeping pace with expenses • Without a continuing commitment to LRP strategies, expenses may exceed revenues in 2020 and beyond • Personnel expenses are projected to continue to increase faster than revenues grow • The cost of required contributions to public safety pensions has increased significantly in the past several years and is projected to continue to increase each year • A new state law requiring the payment of sales tax on on-line purchases will likely increase Village revenues beginning on July 1, 2020.
<p>Background and Key Facts</p>	<p>The strong performance in the General Fund is a result of controlling costs by reducing staffing levels and the introduction of new revenue sources such as the Food & Beverage Tax (2018).</p>
<p>Strategies & Solutions</p>	<ul style="list-style-type: none"> • Implement cost-cutting measures • Monitor state budget actions that could impact the Village and work to protect municipal revenues • Reduce reliance on state shared revenues • Maintain reserve balances within policies • Work with the Downers Grove Economic Development Corporation (DGEDC) to increase the sales tax and property tax base and Village revenues • Enhance the existing revenue base • Seek out new and sustainable revenue sources • Consider increasing the property tax levy for operations as necessary • Continue to pay for increases in the required contributions for public safety pensions by increasing the property tax levy for pensions <p>The items highlighted in bold are likely to be featured in the Proposed FY20 and future budgets.</p>

The graph below shows the Village's General Fund revenues and expenses from 2014 to 2019.



For the past several years, the General Fund revenues have exceeded expenses. In fact, 2009 was the last year in which expenses were greater than revenues. Revenues increased slowly from 2014 to 2017 and did not keep pace with the growth in expenses. However, 2018 revenues increased substantially due to the implementation of the Food & Beverage Tax, generating \$1.8 million, and increases in building permit fee revenue (a highly variable revenue source dependent upon real estate development cycles).

EXPENSES

General Fund expenses have grown by an average of 2.2% per year, increasing by \$3.9 million from 2014 to 2018. Personnel costs, primarily public safety pension expenses, have been and will continue to be the key expense driver. The required contributions to public safety pensions increased by \$1.8 million (36.9%) from \$4.77 million in 2014 to over \$6.5 million in 2018, accounting for over half of the total increase. Expenses have been controlled by reducing staffing from 333 FTE positions in 2014 to 304.4 FTE positions in 2019.

One of the key strategies to reduce expenses over the past ten years has been staffing reductions. Total staffing has been reduced by 70.4 Full-Time Equivalent (FTE) positions from 374.8 FTE in 2008 to 304.4 FTE in 2019. These staffing reductions have been coupled with process improvements and efficiency enhancements to maintain service levels while reducing costs, whenever possible. While the Village will continue to seek out and implement process improvements and efficiency enhancements, it is not likely that the Village will continue to be able to reduce staffing while maintaining service levels. Therefore, the revenue related

strategies and solutions included in this report are likely to be featured in the Proposed FY20 and future budgets.

Required contributions to public safety pensions increased by \$1.8 million from 2014 to 2018, accounting for over half of the total increase in General Fund expenses during that period.

FAQ on Public Safety Pensions

What Does "Public Safety Pension" Mean?

Police officers and firefighters are eligible for pension benefits upon retirement if they meet certain eligibility criteria which are set by State of Illinois law. Each municipality that employs police officers and firefighters must maintain a fund to pay the pensions. The pension funds are invested using parameters established by the State of Illinois to increase the value of the fund over time. The level of pension benefits is determined by State law.

Who Pays for Public Safety Pensions?

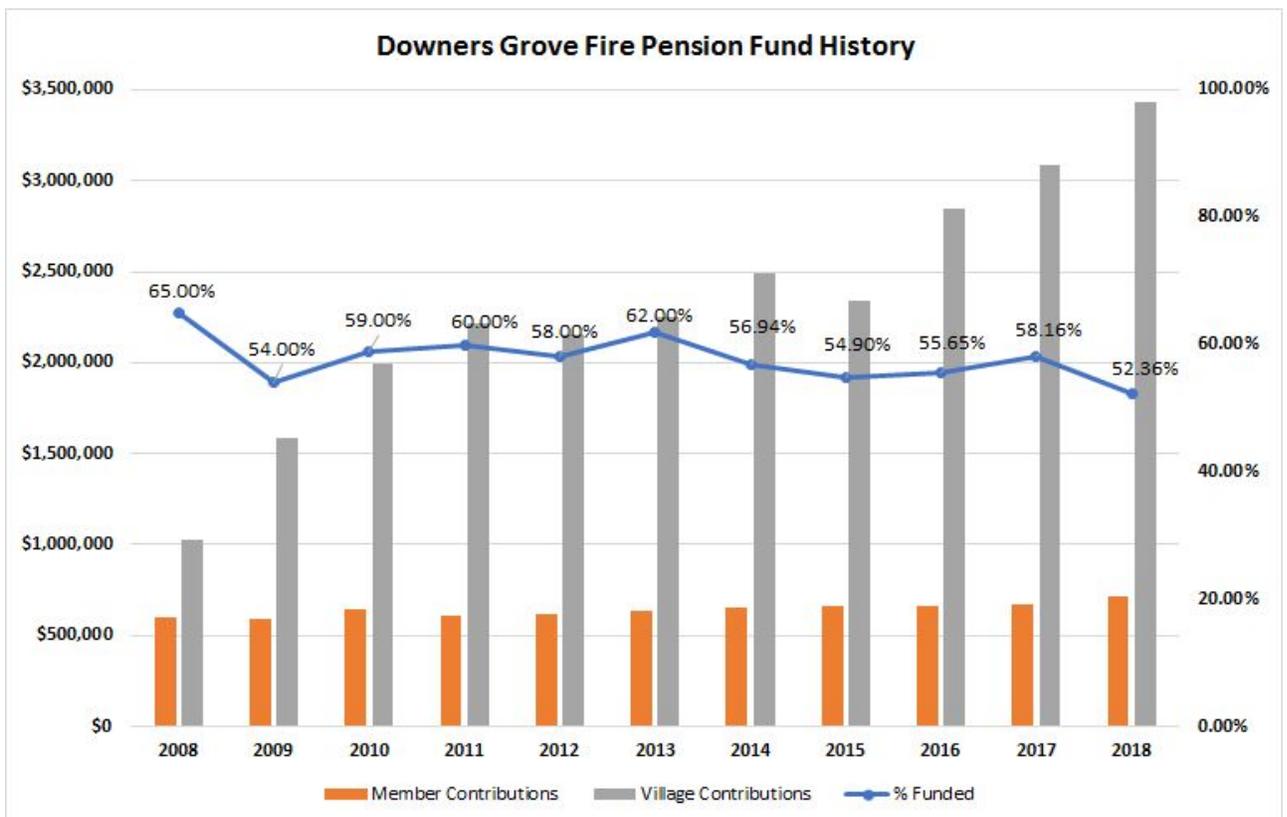
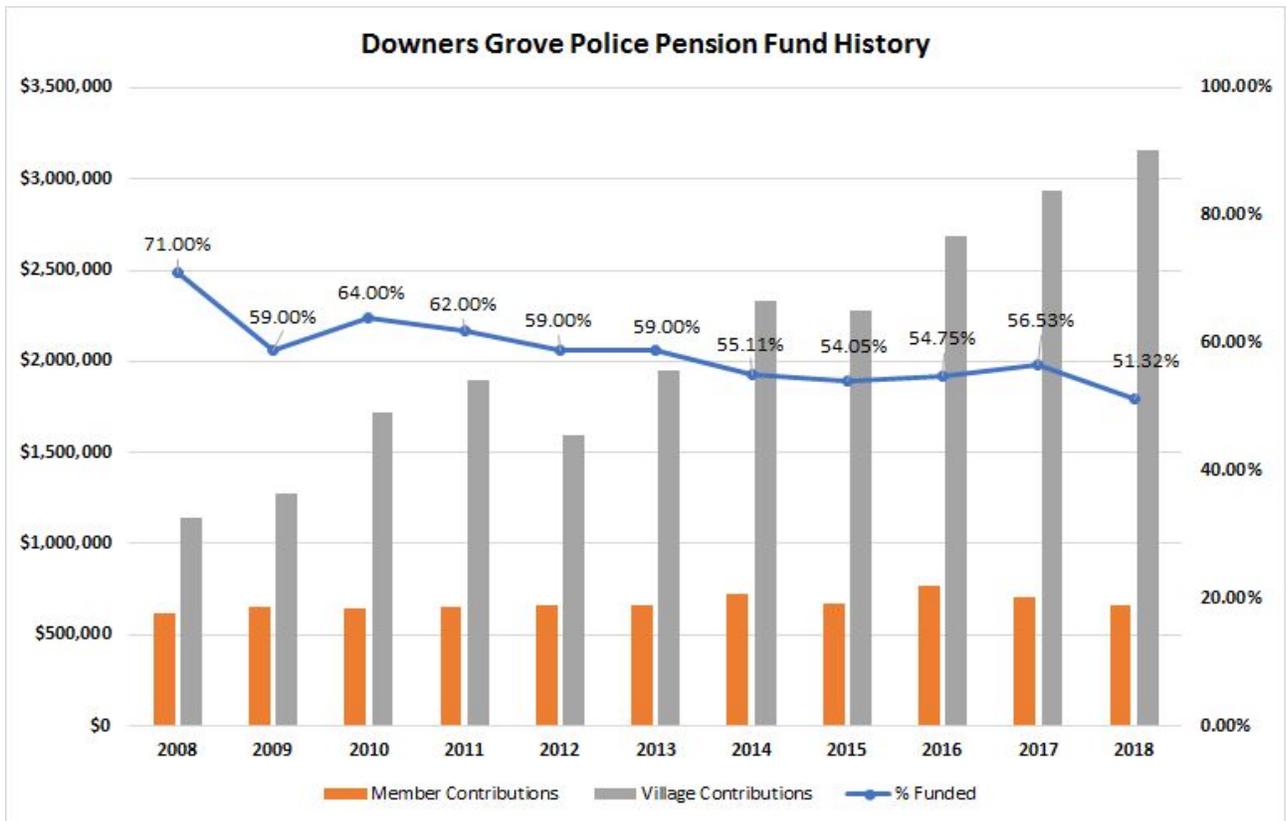
Both the employer and the employee are responsible for funding the public safety (police and fire) pension funds. Police officers contribute 9.91% and firefighters contribute 9.455% of their salary toward their pensions. This percentage is governed by State statute. The Village makes an annual contribution to each pension fund. The amount is based on an actuarial calculation that is determined by figuring the potential cost of the system based on statistical analysis which considers investment returns, employee contributions, and pension benefit payout costs

Does the Village Fund the Pensions at the Required Amount?

Yes, each year the Village makes the required annual contribution to both the Police and Fire Pension Funds.

What Does "Pension Levy" Mean?

The Village must contribute a minimum amount to its pension funds to meet the funding level required under State law. The funding level refers to the amount in the pension fund compared to the potential liability. This amount is the Village's annual property tax levy for pension contributions.



Projected Village Contributions and Percent Funded for Public Safety Pension Funds

	Police Pension		Fire Pension		
Year	Projected Village Contribution	Projected Percent Funded	Projected Village Contribution	Projected Percent Funded	Total Projected Village Contribution
2020	3,620,000	53%	4,010,000	55%	7,630,000
2021	4,290,000	54%	4,250,000	56%	8,540,000
2022	4,520,000	54%	4,470,000	56%	8,990,000
2023	4,750,000	55%	4,690,000	57%	9,440,000
2024	5,020,000	57%	4,960,000	59%	9,980,000
2025	5,200,000	58%	5,150,000	61%	10,350,000
2026	5,370,000	60%	5,340,000	62%	10,710,000
2027	5,550,000	62%	5,530,000	64%	11,080,000
2028	5,750,000	63%	5,730,000	66%	11,480,000
2029	5,950,000	65%	5,940,000	68%	11,890,000
2030	6,160,000	67%	6,160,000	70%	12,320,000
2031	6,380,000	69%	6,390,000	72%	12,770,000
2032	6,610,000	72%	6,630,000	74%	13,240,000
2033	6,850,000	74%	6,890,000	76%	13,740,000
2034	7,110,000	77%	7,150,000	79%	14,260,000
2035	7,410,000	79%	7,440,000	82%	14,850,000
2036	7,730,000	83%	7,760,000	85%	15,490,000
2037	8,090,000	86%	8,110,000	88%	16,200,000
2038	8,510,000	90%	8,510,000	91%	17,020,000
2039	9,030,000	94%	8,980,000	95%	18,010,000
2040	9,740,000	99%	9,640,000	99%	19,380,000

REVENUES

The table below shows the Village's key General Fund revenues from 2014-2018. Several of these key revenues, notably the largest revenue source, sales tax, have failed to keep pace with expense increases. Also, the property tax levy for operations has not been increased for the past eight years. To help ensure that revenues continue to increase, the Village enacted a Food & Beverage tax in 2018. Revenue from this tax has performed well and exceeded the inaugural year budget.

Revenue Source	2014	2015	2016	2017	2018	2019 Estimate	Outlook
Sales Tax	11.4	12.0	11.5	11.6	11.5	11.5	Flat or Slow Increase
Property Tax - Ops	5.9	5.9	5.9	5.9	5.9	5.9	Pressure to Increase Levy
Utility Taxes	5.2	5.1	4.8	4.5	4.5	4.4	Gas & Electric Flat, Telecom Declining
Building Permits	1.3	1.3	1.4	1.9	2.0	1.5	Cyclical
Home Rule Sales	1.9	2.0	2.0	2.0	1.9	1.8	Flat or Slow Increase
Food & Beverage	--	--	--	--	1.8	1.9	Moderate Increase
Ambulance Fees	1.1	1.2	1.3	1.1	1.6	1.6	Flat
Local Use Tax	0.9	1.1	1.2	1.3	1.4	1.4	Temporary Significant Increase, Then Return to Traditional Amounts; Slow Increase
Cellular Equip Rental	1.2	1.1	1.1	1.1	1.1	1.2	Flat
Hotel Tax	0.9	1.0	0.9	0.9	0.9	0.9	Flat

Sales Tax Revenue from On-Line Sales

The State of Illinois recently enacted the "Leveling the Playing Field for Illinois Retailers Act" which requires certain remote retailers to collect and remit state and locally-imposed sales taxes for the jurisdiction where the product is delivered (destination) starting on July 1, 2020. This is a structural change in state sales tax law which should increase the Village's annual sales tax revenue. More information about the Act can be found here:

<https://www.iml.org/file.cfm?key=16124>

https://drive.google.com/file/d/1uCcutPD3XWUqJwkJDkOP_ovALZfgc34E/view

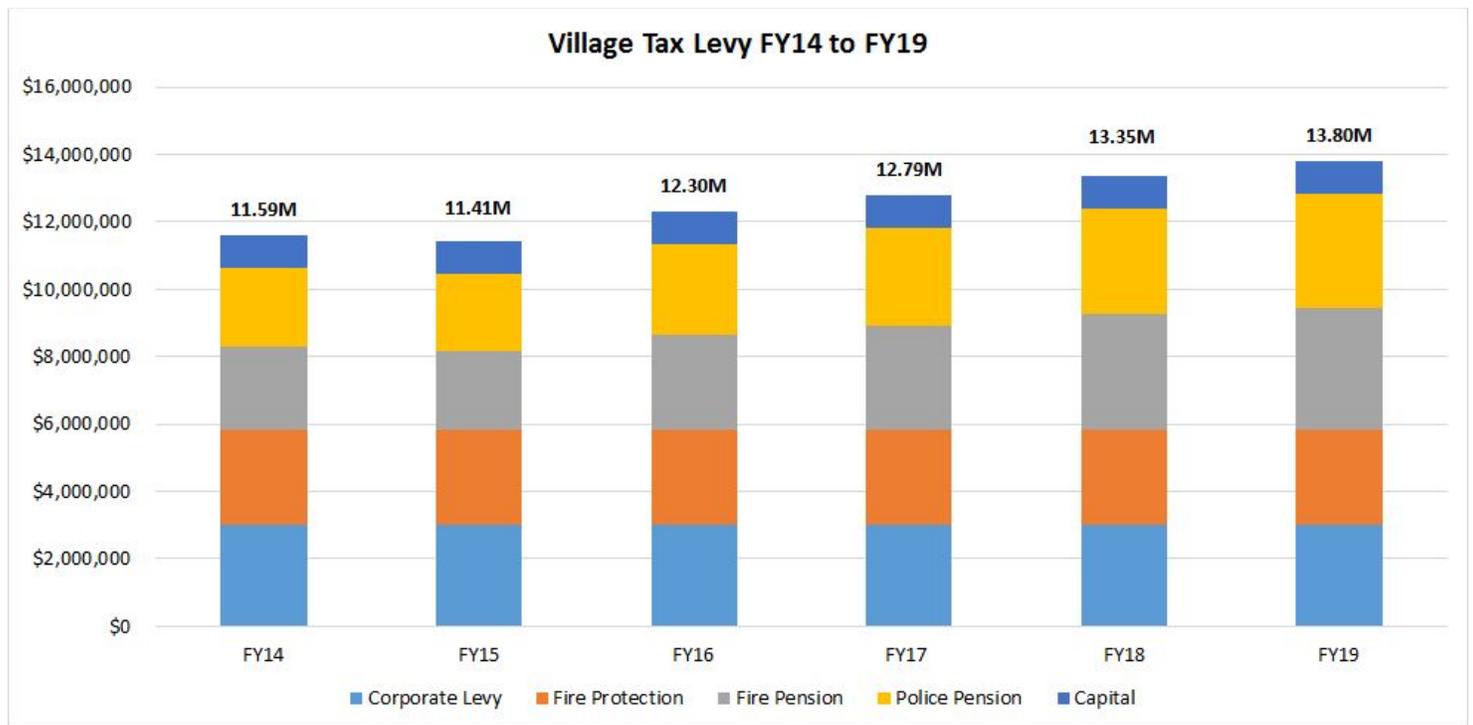
Based on the analyses prepared by the Illinois Retail Merchants Association and the Illinois Municipal League, staff projects that sales tax revenue generated from on-line sales will be

approximately \$145,000 in 2020 and home rule sales tax revenue will be just over \$85,000 (six months of revenue starting on July 1, 2020). Since this taxing process is new, will be in place for only half of the year, and may not achieve the desired result of collecting taxes from on-line sales in the initial months of the system, staff does not recommend increasing the 2020 General Fund revenue budget. Staff recommends that the Village monitor sales tax revenue performance in 2020 and prepare the 2021 budget based on this performance.

Proposed FY20 Budget Preview

Staff is currently preparing the Proposed FY20 Budget, scheduled for publication in late October. The General Fund budget, assuming current staffing levels and current levels of service, will likely include approximately a \$1.5 million increase in expenses due primarily to increases in personnel costs, including a \$650,000 increase in the required contribution to the public safety pension funds. To keep a balanced budget, the following actions may be required:

- Increase the property tax levy for public safety pensions by \$650,000
- Increase the property tax levy for operations by up to \$200,000
- Increase other existing revenue sources as necessary



RECREATIONAL MARIJUANA

The State of Illinois recently passed the *Cannabis Regulation and Tax Act* which has legalized the use of recreational marijuana beginning January 1, 2020. The Act will allow any Illinois resident over the age of 21 to possess a cumulative amount of up to 30 grams of cannabis flower, up to 500 milligrams of THC in a cannabis-infused product or 5 grams of cannabis concentrate. The Act allows the state to issue a total of up to 500 recreational dispensary licenses by 2022. Additionally, medical marijuana patients will be allowed to home grow up to five plants for medical consumption though any amount they grow in excess of 30 grams must remain secured in their home.

Issues	<p>The use of recreational marijuana will become legal in the State of Illinois on January 1, 2020.</p> <p>The Village could choose to adopt zoning and permit regulations and a tax of up to 3% on retail sales of cannabis products.</p> <p>The Village also has the authority to enact an ordinance prohibiting cannabis business establishments from operating within the Village.</p>
Background and Key Facts	<p>Residents over the age of 21 may possess a cumulative amount of up to 30 grams of cannabis flower, up to 500 milligrams of THC in a cannabis-infused product or 5 grams of cannabis concentrate.</p> <p>The State may issue up to a total of 500 recreational dispensary licenses by 2022.</p> <p>Medical marijuana patients will be allowed to home grow up to five plants for medical consumption.</p>
Strategies & Solutions	<p>Adopt an ordinance banning cannabis businesses or establish zoning regulations, licenses and taxes for cannabis sales.</p>

With these statutory changes, units of local government have the capability to establish certain local ordinances pertaining to the legalization of recreational marijuana. In accordance with State law, the Village of Downers Grove may enact the following ordinances:

Prohibition: The Village will have the option to enact an ordinance prohibiting cannabis business establishments from operating within the Village.

Zoning: Local governments that do not ban cannabis business establishments may instead permit and regulate businesses through zoning restrictions provided they are “reasonable” and “not in conflict” with the Act. No unit of local government may prohibit home cultivation or unreasonably prohibit the use of cannabis that is authorized by the State. The Village of Downers Grove may enact ordinances regulating cannabis business establishments. The time,

place, manner, and number of cannabis establishments, including the minimum distance between cannabis businesses and locations the Village deems sensitive, can be regulated through special use permits.

In addition, the Village may regulate the on-premise consumption of cannabis in a cannabis business establishment. An establishment that is permitted on-site consumption would not be in violation of the of the Smoke Free Illinois Act. The Village of Downers Grove may establish civil penalties for violation of the above ordinances.

Tax: The Village of Downers Grove may enact an ordinance or resolution establishing a Municipal Cannabis Retailers' Occupation Tax on all persons engaged in selling cannabis. If imposed, the tax may not exceed 3% of sales, and shall only be imposed in $\frac{1}{4}$ % increments. If a tax is imposed, it must be adopted before the first day of June 2020 for collection beginning on the first day of September 2020. Cannabis purchased under the *Compassionate Use of Medical Cannabis Pilot Program Act* is excluded from this tax.

VILLAGE FACILITIES REPLACEMENT & SUSTAINABILITY PLAN

The Village owns and operates seven major buildings that must be properly maintained. Five buildings are in a maintainable condition of *Excellent, Good or Fair*. The Police Station and Village Hall are in *Below Average* condition.

<p>Issues</p>	<p>The 40-year old Police Station and 90-year old Village Hall are in Below Average condition and do not provide modern work spaces that allow for efficient and effective interactions among employees and customers. Both facilities have outdated major building systems that will require significant investment to replace. These two buildings are in need of major renovation or replacement.</p> <p>The 2012 Facility Condition Assessment identified over \$10 million of recommended improvements for the Police Station and Village Hall</p> <p>Maintenance activities in the Police Station and Village Hall has been very limited since 2012 in anticipation of improvements to or replacement of these buildings</p>
<p>Background and Key Facts</p>	<p>In late 2018, the Village received an unsolicited offer from Location Finders International to purchase and redevelop a portion of the Civic Center property with a medical office building. Shortly after the Council approved the key terms of a redevelopment agreement, LFI rescinded their offer and stopped all work on the project.</p> <p>In June 2017, after a lengthy discussion of the Facilities Sustainability Plan, the Village Council directed that the Village</p> <ul style="list-style-type: none"> • In 2019, reevaluate options for the replacement of the Police Station and Village Hall with a new building in conjunction with a private sector redevelopment project • Maintain the existing buildings at the lowest cost possible until replacement options are reevaluated • Continue saving money now to be used for building improvements in 2019 and beyond. <p>Additional information can be found here.</p>
<p>Strategies & Solutions</p>	<p>By Q2 2020, create a plan to replace the existing Police Station and Village Hall Building and to ensure long term sustainability for these buildings.</p> <ul style="list-style-type: none"> • Redevelop the Civic Center property with: <ul style="list-style-type: none"> ○ New Police Station ○ New Village Hall ○ Combined Police Station and Village Hall • Explore other uses on the Civic Center Property which reduce the financial impact of the project and/or help to achieve other Village goals and objectives: <ul style="list-style-type: none"> ○ Private sector development (apartments, condos, office) ○ Parking for downtown users ○ Space for future Village use or other government agencies • Explore alternative locations for new buildings <i>only</i> if the locations result in a better financial situation than constructing at the Civic

- Center property, and/or addresses other Village goals and objectives.
- Pay for the improvements by utilizing:
 - Existing revenue sources
 - Revenues generated by private sector development on the property (if any)
 - And/or the use of new revenue sources and increases to existing revenue sources
- Issue bonds as a financing mechanism to align the cost of the facilities with the residents (taxpayers) benefiting from the use of the facilities.

Preparing for Improvements to the Police Station and Village Hall

The Below Average condition of the Police Station and Village Hall require major renovations to or replacement of both facilities. The following key concepts may be considered when reviewing options for improvements or replacement:

Efficient Use of Facilities

Facilities should be treated as capital assets that must be used efficiently, maximizing the use of each space within each facility.

Consider How Modern Workers Work

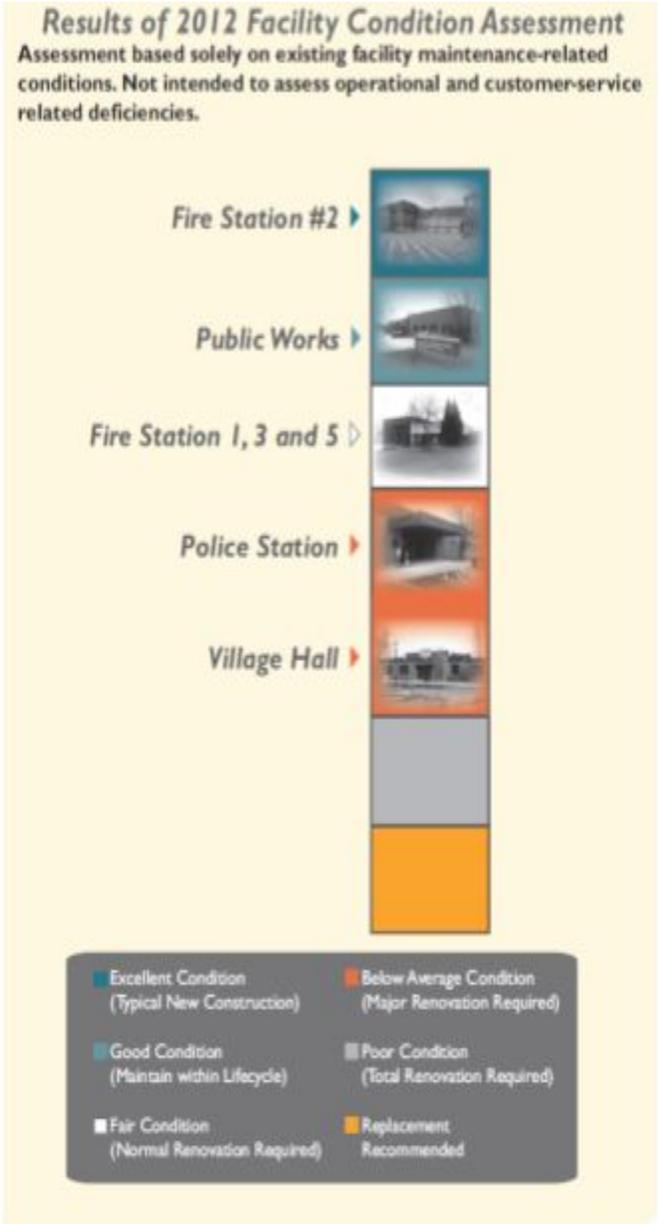
Staff members use technology extensively. Access to computers and phones is no longer tied to a specific place or office. Many workers are or can be mobile. Because of our collaborative environment, much of our work is performed in groups while working in common areas or conference rooms.

Create Flexible Work Spaces

Spaces within each facility should be flexible so that they can be used by multiple people for a variety of uses and functions during many times of the work day.

Right-size the Buildings

Facilities should be right-sized such that the Village builds only what is necessary to achieve the stated goals. This means that traditional approaches to space planning and programming based on a staff member's position in the organizational chart should be re-examined. Spaces should be built, sized and designed based on the functions that will be performed by the staff



members and customers using the space. Existing community resources such as existing Village facilities and other public facilities should be considered prior to constructing new facilities. The existing facilities should be used as efficiently as possible in an effort to minimize the facilities that may be constructed or remodeled.

Seek Partnerships

Many of the governments that serve the residents of Downers Grove are facing the same or similar challenges of owning and maintaining facilities. Partnering with other governments and agencies should be encouraged in an effort to reduce the overall costs of owning and maintaining public facilities.

A redevelopment of the Civic Center property could offer the opportunity to sell property for private sector redevelopment. Revenue from the sale of land and property taxes paid by the private sector development could be used to pay for the cost of constructing new Village facilities.

PLAN FOR THE FUTURE OF THE DOWNTOWN

The Downtown has experienced significant reinvestment since the Village adopted two economic development tools in 1997, a Tax Increment Financing (TIF) District and Special Service Area (SSA). The TIF and SSA are set to expire in 2020 with the final revenues from these sources to be received in 2021. Upon their expiration there will still be ongoing and additional expenses without the available resources to support them. Specifically:

- The Downtown Management Corporation (DMC) provides a variety of services unique to the Downtown and receives its funding primarily from the SSA
- Infrastructure maintenance needs have grown since the public improvements were constructed 15-20 years ago and will require an ongoing resource commitment
- The Comprehensive Plan, updated in 2017, includes numerous recommendations for continued improvement to the Downtown

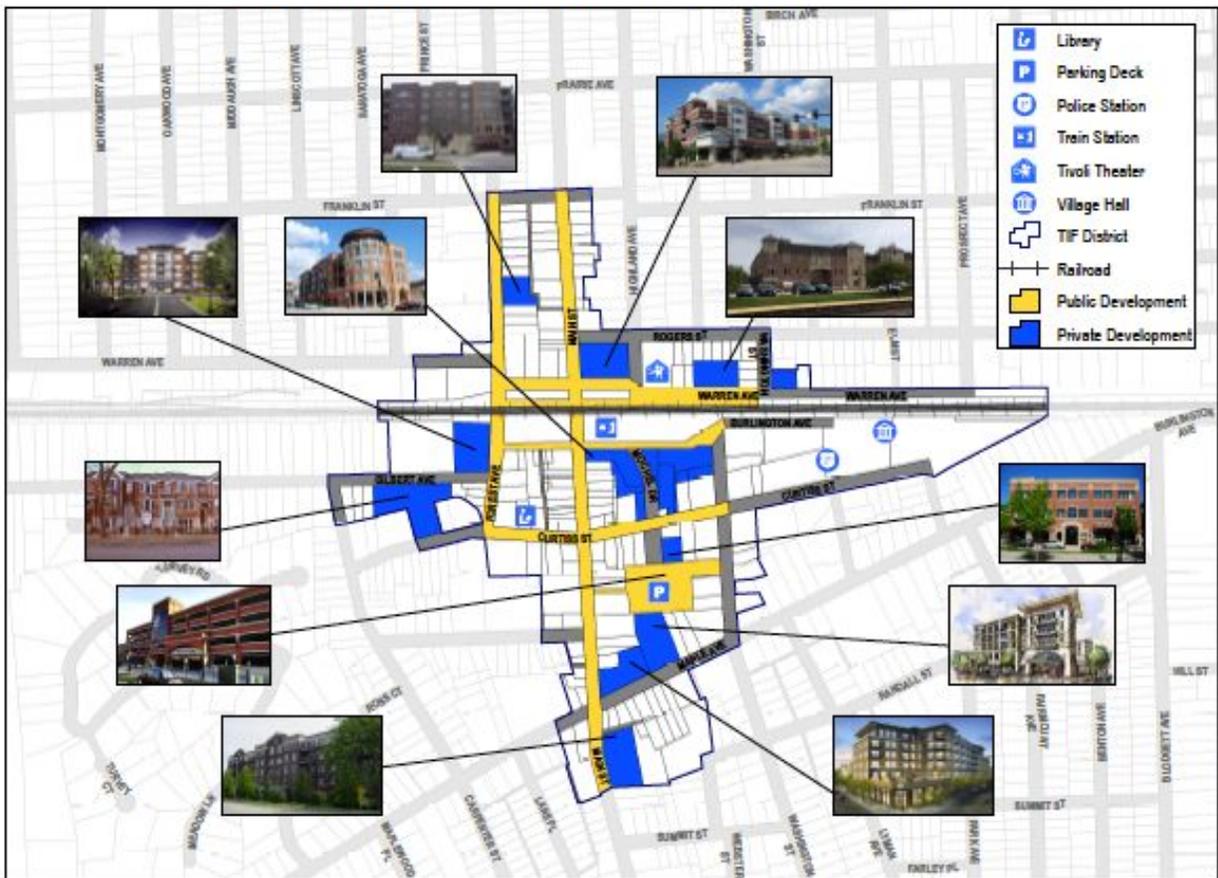
What Happens When the TIF & SSA Expire?

SSA expiration means that the property tax bill will go down because the SSA rate of 1.5% of the equalized assessed value of the property will no longer appear on the bill. The 2021 tax bill is the last bill which will include the current SSA payment. One of the revenue options includes an extension of the SSA at a lower rate.

With TIF expiration, tax bills will not go down. The taxes currently paid to the TIF will be redistributed to other taxing bodies. There are no plans being considered to extend the TIF.

<p>Issues</p>	<p>Needs in the Downtown will require ongoing resources:</p> <ul style="list-style-type: none"> ● Parking ● Infrastructure Maintenance ● Marketing, Attraction & Retention ● Facilitating Redevelopment Opportunities ● Events Coordination ● Services (ie snowplowing, landscaping, etc.) <p>The TIF and SSA will Expire in 2020</p> <ul style="list-style-type: none"> ● TIF = Funding for Public & Private Redevelopment ● SSA = Funding for Downtown Mgmt Corporation
<p>Background and Key Facts</p>	<p>In September 2018, the Village presented an initial plan for the future of the downtown. This plan, prepared at the 20,000 foot level in the Flight Analogy, contains the following recommendations:</p> <ul style="list-style-type: none"> ● Update/Consider Revisions to Downtown Mgmt Corp. Operating Agreement Review services/functions and match with sustainable revenues; Ensure equitable representation among key stakeholder groups ● Update 2011 Parking Study to Coincide with New Building Occupancy To serve as a basis for advancing parking system recommendations from Comprehensive Plan ● Continue to Review and Evaluate Comprehensive Plan Recommendations Consider use of financial incentives where necessary ● Effectively Maintain Infrastructure with Sufficient Resources Construct improvements in a manner that minimizes overall lifecycle costs ● Consider Multiple Funding Sources to Fill Revenue-Expense Gaps Including possible SSA extension with modifications to maximum rate and boundaries; Align benefits of improvements and services with those groups responsible for paying
<p>Actions</p>	<p>By Q3 2020, create a detail level plan for addressing future Downtown needs:</p> <ul style="list-style-type: none"> ● Infrastructure maintenance needs ● Services and operations to be provided ● Roles & responsibilities ● Funding sources ● Implementation of Comprehensive Plan recommendations. <p>Work on the plan started in early 2019. A draft plan will be prepared with input from Downtown Management Corporation and will be presented to the Village Council in late 2019.</p>

Downtown Downers Grove has seen tremendous change since the inception of the Downtown TIF. The image below depicts both public and private investment that has occurred in the downtown. The icons surrounding the map show the private developments.



In the fall of 2018, the Village presented a Plan for the Future of the Downtown. This plan, prepared at the 20,000 foot level of the Flight Analogy, outlined the following recommended actions and strategies.

1. **Update/Consider Revisions to Downtown Mgmt Corp. Operating Agreement**
Review services/functions and match with sustainable revenues; Ensure equitable representation among key stakeholder groups
2. **Update 2011 Parking Study to Coincide with New Building Occupancy** To serve as a basis for advancing parking system recommendations from Comprehensive Plan
3. **Continue to Review and Evaluate Comprehensive Plan Recommendations**
Consider use of financial incentives where necessary
4. **Effectively Maintain Infrastructure with Sufficient Resources** Construct improvements in a manner that minimizes overall lifecycle costs
5. **Consider Multiple Funding Sources to Fill Revenue-Expense Gaps** Including possible SSA extension with modifications to maximum rate and boundaries; Align benefits of improvements and services with those groups responsible for paying

Work on the more detailed 2020 Plan for the Future of the Downtown is underway. Village staff is meeting with the Downtown Downers Grove Management Corporation to prepare the final report. Downtown Management will provide input on the services and operations to be provided, roles and responsibilities and funding sources. The Plan should be approved by the third quarter of 2020 to ensure that there are no gaps in funding or service provision.

STORMWATER CAPITAL PLAN

Stormwater originates primarily from rain or melting snow. Water that does not soak into the ground becomes runoff. Every property generates runoff and benefits from the Village infrastructure system that manages stormwater. Without proper stormwater management, rain events may result in flooding on roads and properties throughout the Village, leading to property damage and dangerous road conditions. Stormwater runoff must be channeled through a system of pipes, ditches, catch basins and storm drains before being safely discharged into local streams.

<p>Issues</p>	<ul style="list-style-type: none"> • In some portions of the Village the stormwater infrastructure is modern and meets or exceeds the recommended service level. • In other portions of the Village there is no formalized infrastructure and the service falls well short of the recommended level. • Finally, in other parts of the Village, the infrastructure is adequately sized but will lose capacity to function fully if the Village does not increase maintenance activities. • The current stormwater capital plan (2014 Stormwater Project Analysis) will expire in 2020 as all of the non-floodplain projects in the plan will be completed by that time • Projects to mitigate flooding in floodplains cover large areas, are expensive to construct and require extensive work with other government agencies
<p>Background and Key Facts</p>	<p>In 2015, the Village established a recommended level of service - to create and maintain a stormwater management system that will safely convey and store runoff from 95% of rainfall events experienced in any given year.</p> <p>Pursuant to the plan established in the 2016 Stormwater Utility Report, the Village would need to gradually increase its annual revenues from \$3.7 million in 2016 to more than \$11 million in order to meet the recommended level of service by 2029. The stormwater utility fee is expected to increase by 8.7% annually until actual revenues would match the cost of providing the recommended level of service.</p> <p>Since 2008, the Village has completed 78 stormwater infrastructure projects at a cost of \$37.7 million.</p>
<p>Strategies & Solutions</p>	<p>By Q3 2020, develop a stormwater capital projects plan which:</p> <ul style="list-style-type: none"> • Identifies areas of the Village which do not meet the recommended level of service • Identifies and prioritizes the capital projects to be constructed to achieve the recommended level of service • Provides preliminary cost estimates for the capital projects • Includes a financing plan to pay for the projects aligned with the Stormwater Utility Fee Plan

In 2015, the Village established a recommended level of service for the stormwater management system. The recommended level of service is to create and maintain a stormwater management system that will safely convey and store runoff from 95% of rainfall events

experienced in any given year. To achieve the recommended service, the stormwater management system must be properly maintained in all areas and enlarged or expanded in areas that lack adequately sized infrastructure. The stormwater management system serves the entire Village. However, the level of service provided by the system varies. There are three general states of stormwater infrastructure:

- In some portions of the Village the stormwater infrastructure is modern and meets or exceeds the recommended service level.
- In other portions of the Village there is no formalized infrastructure and the service falls well short of the recommended level.
- Finally, in other parts of the Village, the infrastructure is adequately sized but will lose capacity to function fully if the Village does not increase maintenance activities.

For over a decade, the Village has been constructing stormwater infrastructure improvement projects in areas where the stormwater system does not meet the recommended service level. Since 2008, the Village has completed 78 stormwater infrastructure projects at a cost of \$37.7 million.

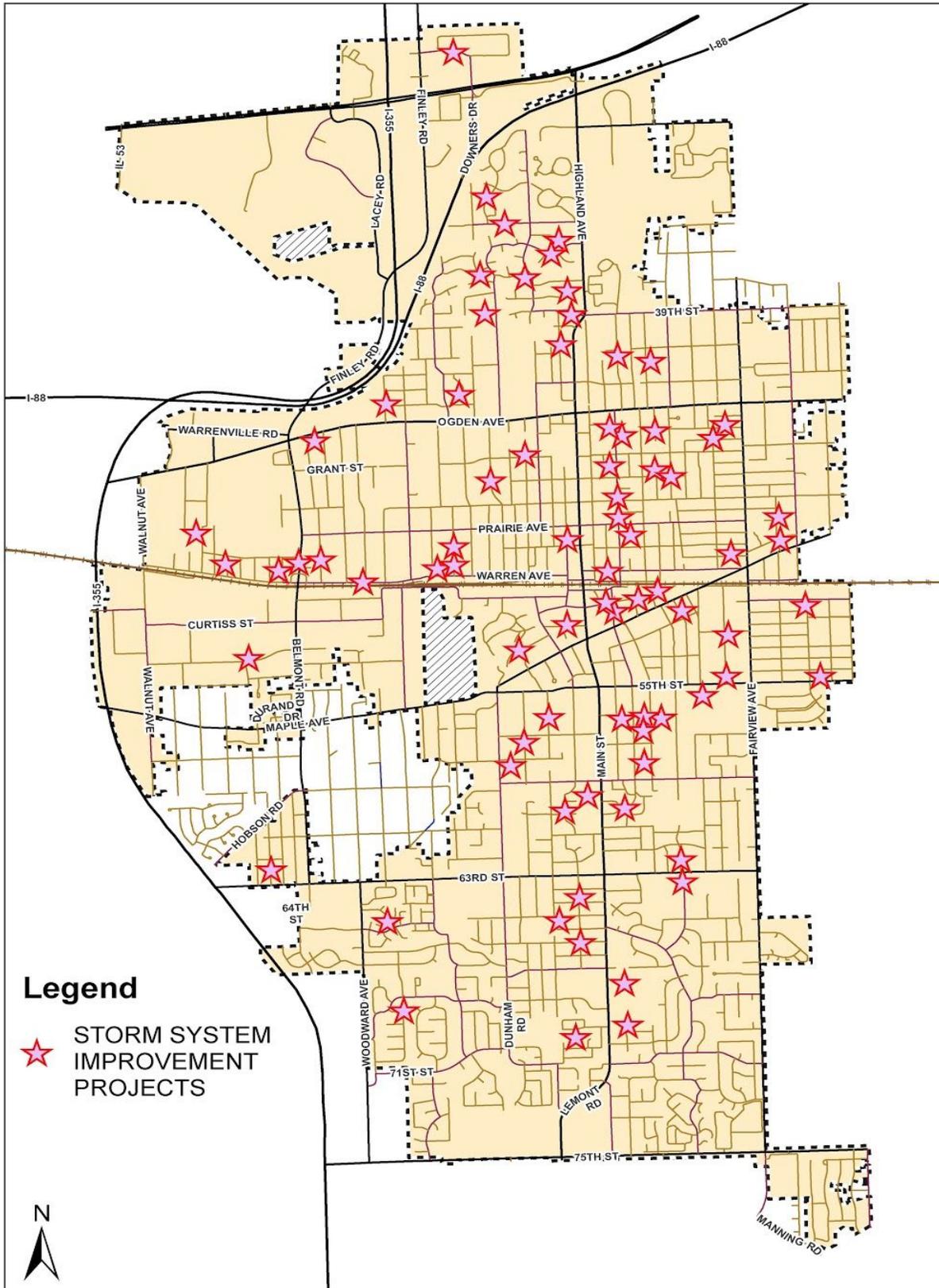
Since 2008, the Village has constructed 78 stormwater capital improvement projects at a cost of approximately \$38 million.

The Village has used two stormwater capital plans to identify and prioritize the projects to be constructed. The Watershed Infrastructure Improvement Plan was prepared in 2007 and guided project construction from 2008 through 2014. The [Stormwater Project Analysis](#) was prepared in 2014 and guided project construction from 2014 through 2020.

Work is currently underway to identify the next set of capital projects to be completed:

- A [comprehensive level of service analysis](#) of the Village's stormwater system is being conducted. Anticipated Phase 1 completion is the end of 2019.
- The Village is working with DuPage County on the completion of a study of the St. Joseph's Creek Watershed to include SPA identified floodplain projects. Anticipated completion date of the study is 2020.

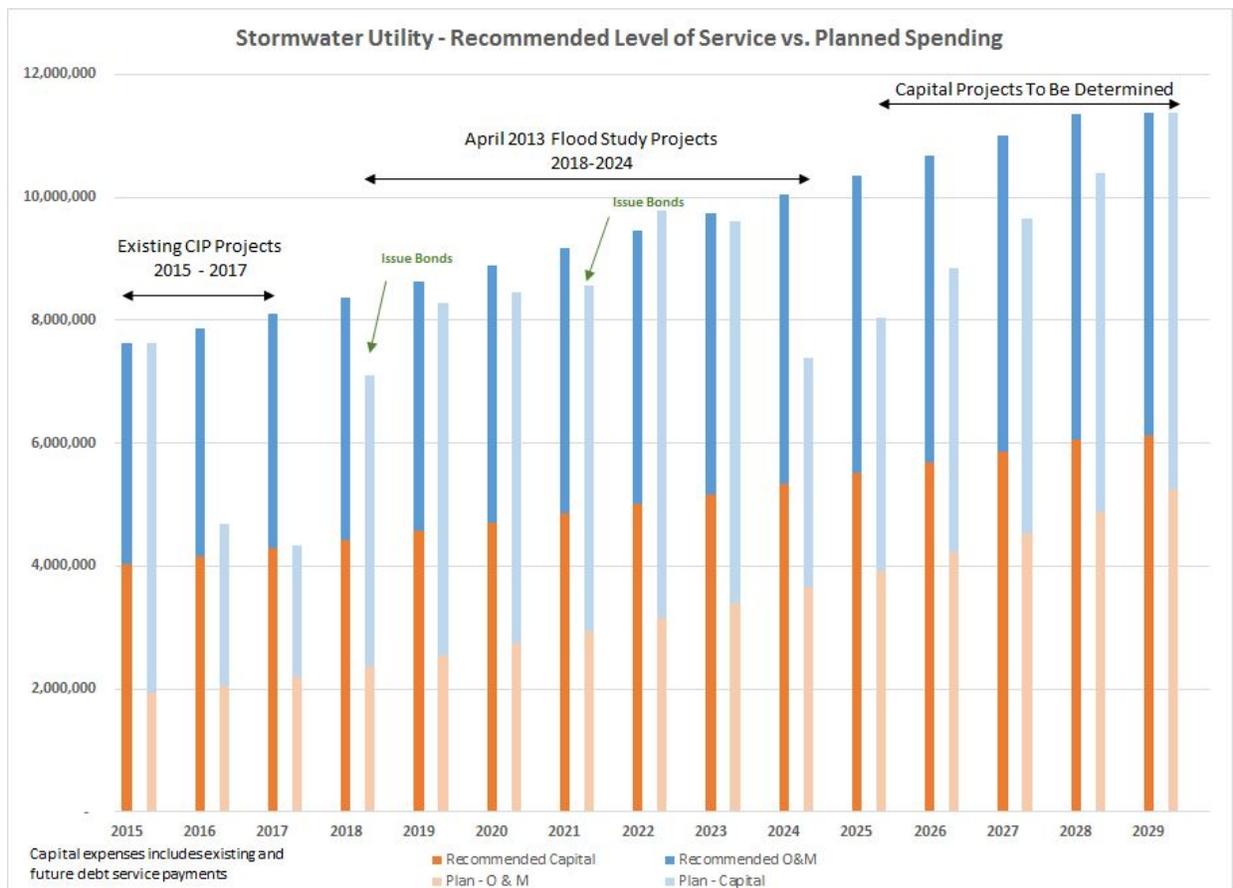
Completed Stormwater Projects since 2008



The stormwater capital plan is one component of the Village’s stormwater utility plan. In 2015, the Village developed a plan which:

- includes the estimated cost of owning, operating and maintaining a stormwater system that meets the recommended level of service
- shows the projected revenue to be generated with stormwater utility fees.
- recommends stormwater fees that would increase revenues over a 15 year period, allowing the Village to move from the current level of service to the recommended level within that time frame
- calls for annual increases in the stormwater utility fee of approximately 8.7% per year, which would increase annual revenue available for stormwater management from its current level to about \$11.4 million in 2028.

This plan is summarized in the chart below which originally appeared in the 2015-17 Long Range Plan Report. Please note that the April 2013 Flood Study Projects in the chart are the 2014 SPA projects which will be completed by the end of 2020.



Planned Stormwater Utility Rates Per ERU

Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Fee	12.40	13.48	14.65	15.93	17.31	18.82	20.45	22.23	24.17	26.27	28.56

Proposed Scope for the Stormwater Capital Plan

The proposed scope for this project consists only of developing a stormwater capital projects plan:

- Identify and prioritize the capital projects to be constructed to achieve the recommended level of service
- Provide preliminary cost estimates for the capital projects
- Establish a financing plan to pay for the projects aligned with the Stormwater Utility Fee Plan

This scope assumes that the existing plan for annual revenue to be generated by stormwater utility fees, the amount of annual expenses dedicated to maintenance activities and the amount of annual expenses dedicated to capital projects will remain unchanged.

PRIORITY ACTION ITEMS

A key component of the Long Range Plan is the Village Council Priority Action Items. These items reflect the Council priorities and will serve as the work plan from September 2019 through April 2021.

Criteria for Priority Action Items

Priority Action Items reflect Council priorities for new policies or revisions to existing programs and policies. The criteria for a Council Priority Action Item include:

- **Support of Strategic Plan Goals and Key Issues** - the action should achieve a measurable result that supports one or more of the Strategic Plan Goals and/or Key Issues addressed during Long-Range Planning.
- **Village Council Policy Direction Required** - the action requires the Village Council to provide policy level direction to be completed.
- **Six Months or More to Complete** - the action requires significant staff and/or Village Council time; six months or more from the time staff begins work on the action to the time the action is completed.
- **Multi-Departmental Effort** - the action requires effort from more than one Village department.

The list of Priority Action Items serve as the work plan from September 2019 to April 2021 and contains 8 action items.

Priority Action Item	Description
<p>Create a Village Facilities Replacement & Sustainability Plan</p>	<p>This project will result in:</p> <ul style="list-style-type: none"> ● The replacement of the existing Police Station and Village Hall ● Improvements to the intersection of Washington Street and the railroad tracks ● A financial plan including the estimated total project costs and revenues identified to pay for the project costs
<p>Create a Plan for the Future of the Downtown</p>	<p>This project will result in a plan, prepared at the final detail level, addressing:</p> <ul style="list-style-type: none"> ● Infrastructure maintenance needs ● Services and operations to be provided ● Roles & responsibilities ● Funding sources ● Implementation of Comprehensive Plan recommendations
<p>Develop and Implement a Downtown Parking Plan</p>	<p>This project will result in:</p> <ul style="list-style-type: none"> ● An analysis of the impacts on parking in the Downtown from the three recently constructed buildings (Marquis on Maple, Burlington Station & Maple & Main) ● An analysis of parking supply and demand overall ● Recommended improvements to parking operations and options available to expand parking resources
<p>Pedestrian Safety Enhancement Plan Near High Schools</p>	<p>This project will result in:</p> <ul style="list-style-type: none"> ● An analysis of all relevant data to provide a range of solutions for improving pedestrian and traffic safety near the high schools ● Community engagement to receive input from impacted stakeholders ● Refinement of the range of solutions based on data analysis and community engagement ● Selection and implementation of a preferred solution to improve pedestrian and traffic safety
<p>Create a Stormwater Capital Projects Plan</p>	<p>This project will result in a multi-year plan which:</p> <ul style="list-style-type: none"> ● Identifies areas of the Village which do not meet the recommended level of service ● Identifies and prioritizes the capital projects to be constructed to achieve the recommended level of service ● Provides preliminary cost estimates for the capital projects ● Includes a financing plan to pay for the projects aligned with the Stormwater Utility Fee Plan
<p>Review and Consider the Human Service Ad Hoc Committee Report</p>	<p>This project will result in Village Council direction on the roles and responsibilities of the Human Service Commission and the services to be provided by the Village. The direction provided will assist in the preparation of annual budgets and operating plans.</p>
<p>Consider Regulations and Taxes on Recreational Marijuana</p>	<p>This project will result in either a ban on marijuana businesses or zoning regulations and a tax on marijuana sales of up to 3%</p>

Replace the Enterprise Resource Planning System	This project will result in the replacement of the Village's Enterprise Resource Planning System (currently EDEN).
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Priority Action Item Review

Upon completion of the Facilities Replacement & Sustainability Plan, Village Council will re-examine the list of Priority Action Items. The Facilities Replacement & Sustainability Plan is expected to be completed by Q1 or Q2 of 2020.

2019

2020

2021

Q4

Q1

Q2

Q3

Q4

Q1

Q2

Facilities Replacement & Sustainability Plan

Plan for Future of Downtown

Downtown Parking Plan

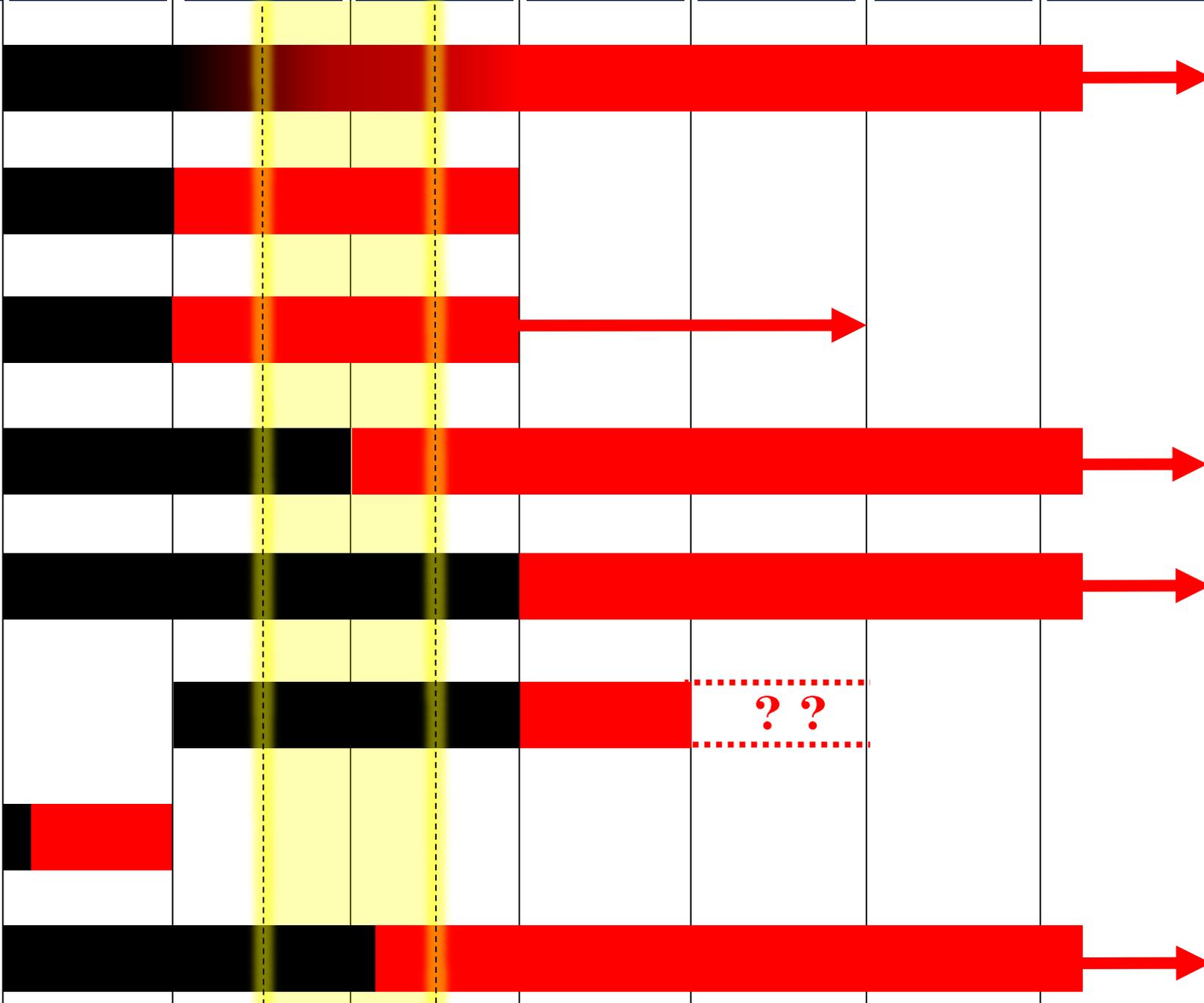
Pedestrian Safety Enhancement Plan

Stormwater Capital Projects Plan

Expand HSAHC Report

Recreational Marijuana Regulations

Replace ERP System



Re-Examine PAIs

Development: [Black Box] Implementation: [Red Box]

2020 ADOPTED BUDGET

**GFOA BUDGET AWARD
VILLAGE OFFICIALS AND MANAGEMENT STAFF
VILLAGE ORGANIZATIONAL CHART
SOURCES AND USES BY FUND
ALL FUNDS SUMMARY
REVENUE ASSUMPTIONS
PROPERTY TAXES
MAJOR REVENUE TRENDS**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Downers Grove
Illinois**

For the Fiscal Year Beginning

January 1, 2019

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Downers Grove, Illinois for its Annual Budget for the fiscal year beginning January 1, 2019. 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.

VILLAGE OFFICIALS AND MANAGEMENT STAFF

Mayor & Village Council

Mayor

Robert Barnett

Commissioners

Margaret Earl

Leslie Sadowski-Fugitt

Cavanaugh L. Gray

Greg Hosé

Rich Kulovany

Nicole Walus

Management Staff

Village Manager

David Fieldman

Village Attorney

Enza Petrarca

Village Clerk

April Holden

Deputy Village Manager

Michael Baker

Information Technology Director

Dave Kenny

Community Development Director

Stan Popovich

Communications Director

Douglas Kozlowski

Finance Director

Judy Buttny

Fire Chief

Jeff Pindelski

Human Resources Director

Dennis Burke

Police Chief

Shanon Gillette

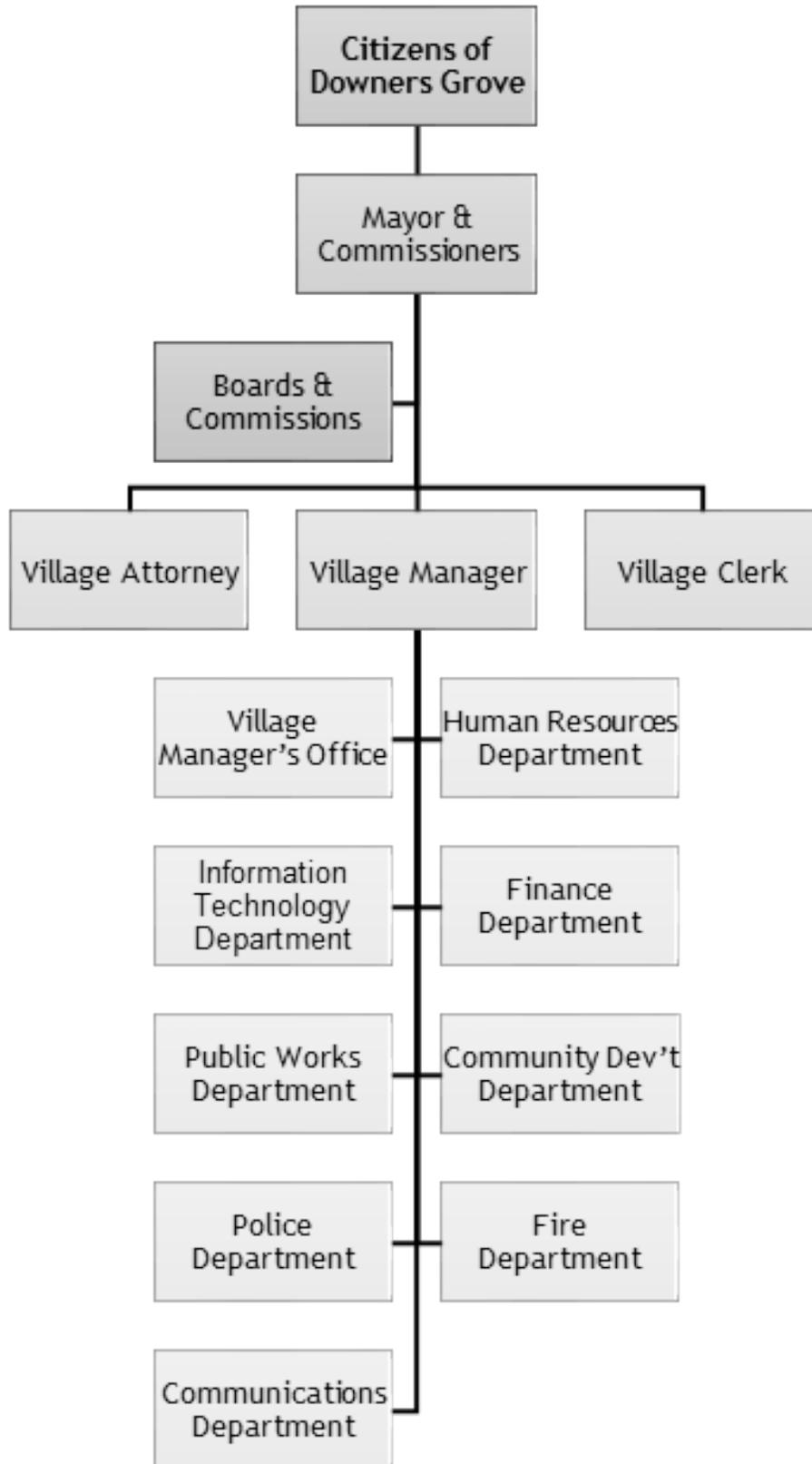
Public Works Director

Andy Sikich

Purchasing Agent

Daniel Carlsen

VILLAGE ORGANIZATIONAL CHART



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SOURCES AND USES BY FUND

Fiscal Year 2020 Adopted Budget

Sources By Fund, FY2020 Adopted Budget

Fund #	Fund Description	41	42	43	44
		41-Local Taxes	42-Licenses & Permits	43-Intergov'tal Revenues	44-Sales Revenues
001	General Fund	23,670,940	1,797,700	18,310,500	-
102	Motor Fuel Tax	-	-	1,500,000	-
107	CBD-TIF	4,500,000	-	-	-
109	Foreign Fire Insurance	80,000	-	-	-
110	Ogden TIF	1,063,459	-	-	-
111	Tax Rebate	-	-	1,400,000	-
114	Asset Forfeiture	-	-	-	-
220	Capital Projects	6,926,524	-	-	-
223	Major Buildings	200,000	-	-	-
226	Real Estate	-	-	-	-
338	CBD-TIF Debt Service	-	-	-	-
339	Stormwater/Facilities Debt	-	-	-	-
443	Stormwater Utility	-	-	-	-
471	Parking	-	-	-	1,423,500
481	Water	-	500	-	15,556,938
530	Equipment Replacement	-	-	-	-
531	Fleet Services	-	-	-	56,000
562	Risk Management	-	-	-	-
563	Health Insurance	-	-	-	2,435,900
651	Police Pension	-	-	-	-
652	Fire Pension	-	-	-	-
653	OPEB Trust	-	-	-	-
805	Library	5,498,019	-	51,500	9,900
821	Library Bldg & Equip Replacement	-	-	-	-
TOTAL		41,938,942	1,798,200	21,262,000	19,482,238

Uses by Fund, FY2020 Adopted Budget

Fund #	Fund Description	51	52	53	54
		51-Personnel Expenses	52-Supplies	53-Professional & Tech Services	54-Other Contr Srcvs
001	General Fund	38,213,526	862,185	2,912,587	1,919,834
102	Motor Fuel Tax	-	300,000	-	-
107	CBD-TIF	-	-	1,700	-
109	Foreign Fire Insurance	-	29,850	30,850	9,800
110	Ogden TIF	-	-	2,450	-
111	Tax Rebate	-	-	-	-
114	Asset Forfeiture	-	-	125,000	-
220	Capital Projects	395,753	52,100	198,570	139,400
223	Major Buildings	-	-	-	-
226	Real Estate	-	16,000	-	27,000
338	CBD-TIF Debt Service	-	-	-	-
339	Capital Debt	-	-	-	-
443	Stormwater Utility	1,145,856	75,545	256,845	883,870
471	Parking	180,133	15,863	91,820	163,675
481	Water	1,810,067	8,992,132	455,400	763,042
530	Equipment Replacement	-	-	-	-
531	Fleet Services	779,884	738,825	43,750	168,900
562	Risk Management	137,750	800	99,495	665,623
563	Health Insurance	104,733	-	554,238	1,264,336
651	Police Pension	-	100	207,581	-
652	Fire Pension	-	-	159,388	-
653	OPEB Trust	-	-	-	-
805	Library	4,021,652	147,100	286,350	286,425
821	Library Bldg & Equip Replacement	-	-	-	-
TOTAL		46,789,354	11,230,500	5,426,024	6,291,905

The chart below shows the FY20 budgeted revenues and expenses by category and fund.

45	46	47	48	49	TOTAL	Fund #
45-Fees & Charges	46-Grants	47-Interest & Claims	48-Misc. & Contributions	49-Other Fin. Resources		
5,560,463	30,000	300,000	-	-	49,669,603	001
-	-	5,000	-	-	1,505,000	102
-	-	-	-	-	4,500,000	107
-	-	-	-	-	80,000	109
-	-	5,000	-	-	1,068,459	110
-	-	-	-	-	1,400,000	111
-	-	-	-	-	-	114
-	190,000	10,000	30,000	-	7,156,524	220
-	-	20,000	-	500,000	720,000	223
20,712	-	1,000	-	-	21,712	226
-	-	-	-	4,717,296	4,717,296	338
-	-	-	-	1,908,744	1,908,744	339
5,035,000	420,221	10,000	75,000	-	5,540,221	443
205,000	-	25,000	-	-	1,653,500	471
205,500	-	93,287	-	3,500,000	19,356,225	481
1,530,218	-	200	-	29,000	1,559,418	530
1,905,000	-	500	-	-	1,961,500	531
1,700,000	-	6,000	-	-	1,706,000	562
6,009,349	-	10,000	-	-	8,455,249	563
-	-	1,000,000	4,289,500	500,000	5,789,500	651
-	-	800,000	4,726,003	500,000	6,026,003	652
-	-	15,000	300,000	-	315,000	653
83,000	61,516	7,500	5,000	-	5,716,435	805
-	-	20,000	-	350,000	370,000	821
22,254,242	701,737	2,328,487	9,425,503	12,005,040	131,196,389	

56	57	58	59	TOTAL	Fund #	
56-Claims, Grants, & Debt	57-Controlled Assets	58-Capital Assets	59-Other Financial Uses			
-	5,570,838	158,200	-	49,637,170	001	
-	-	1,300,000	-	1,600,000	102	
-	62,000	-	4,417,296	4,480,996	107	
-	21,500	8,000	-	100,000	109	
-	785,000	-	400,000	84,413	110	
-	1,400,000	-	-	1,400,000	111	
-	-	125,000	55,000	305,000	114	
-	49,029	2,675,600	3,366,250	2,408,744	220	
-	-	270,000	2,240,000	-	2,510,000	223
-	-	-	-	43,000	226	
-	4,717,296	-	-	4,717,296	338	
-	1,908,744	-	-	1,908,744	339	
-	1,796,275	281,500	5,542,000	-	9,981,891	443
-	27,621	233,000	685,000	842,987	2,240,099	471
-	2,039,264	548,700	5,190,000	1,071,440	20,870,045	481
-	-	331,900	1,876,000	-	2,207,900	530
-	39,970	57,100	-	116,826	1,945,255	531
-	1,431,026	-	-	-	2,334,694	562
-	6,448,711	-	-	380,403	8,752,421	563
-	5,495,017	-	-	-	5,702,698	651
-	5,451,658	-	-	-	5,611,046	652
-	-	-	-	-	-	653
-	9,000	60,000	855,775	350,000	6,016,302	805
-	-	-	447,000	-	447,000	821
	37,252,949	6,049,000	20,657,025	9,672,109	143,368,866	

SOURCES AND USES BY FUND

Revenue Sources by Fund, FY2020 Adopted Budget

Fund #	Fund Description	FY 2018 Actual Total	FY 2019 Budget Total	FY 2019 Est. Actual Total	FY 2020 Budget Total
001	General Fund	49,013,489	48,230,611	48,702,393	49,669,603
102	Motor Fuel Tax	1,265,308	1,205,000	1,205,000	1,505,000
107	CBD-TIF	3,482,686	4,100,000	3,997,568	4,500,000
109	Foreign Fire Insurance	77,638	105,000	80,495	80,000
110	Ogden TIF	850,918	881,000	1,022,818	1,068,459
111	Tax Rebate	1,207,122	1,400,000	1,250,000	1,400,000
114	Asset Forfeiture	485,551	-	219,998	-
220	Capital Projects	7,254,554	7,346,524	6,902,524	7,156,524
223	Major Buildings	1,034,604	700,000	715,000	720,000
226	Real Estate	21,632	20,712	21,712	21,712
338	CBD-TIF Debt Service	4,122,676	4,403,790	4,403,790	4,717,296
339	Stormwater/Facilities Debt	1,909,719	1,910,894	1,910,894	1,908,744
443	Stormwater Utility	4,713,267	12,060,950	11,866,014	5,540,221
471	Parking	1,754,358	1,712,500	1,611,715	1,653,500
481	Water	15,514,206	20,549,034	20,087,068	19,356,225
530	Equipment Replacement	1,572,451	1,529,015	1,638,818	1,559,418
531	Fleet Services	1,709,531	1,833,500	1,813,500	1,961,500
553	OPEB Trust	302,931	310,000	306,500	-
562	Risk Management	2,345,587	2,322,954	2,346,354	1,706,000
563	Health Insurance	8,939,740	8,042,615	8,080,861	8,455,249
651	Police Pension	1,555,333	5,554,800	9,362,113	5,789,500
652	Fire Pension	2,167,014	5,607,636	10,329,105	6,026,003
653	OPEB Trust	-	635,000	609,430	315,000
805	Library	5,485,378	5,541,295	5,580,023	5,716,435
821	Library Bldg & Equip Replacement	381,137	352,500	370,000	370,000
	Total	117,166,830	136,355,330	144,433,693	131,196,389

Uses by Fund, FY2020 Adopted Budget

Fund #	Fund Description	FY 2018 Actual Total	FY 2019 Budget Total	FY 2019 Est. Actual Total	FY 2020 Budget Total
001	General Fund	48,936,290	48,210,382	48,207,448	49,637,170
102	Motor Fuel Tax	1,300,000	1,300,000	1,300,000	1,600,000
107	CBD-TIF	3,885,989	4,165,390	4,165,292	4,480,996
109	Foreign Fire Insurance	236,471	100,000	100,000	100,000
110	Ogden TIF	5,596,758	1,336,863	636,763	1,271,863
111	Tax Rebate	1,207,122	1,400,000	1,250,000	1,400,000
114	Asset Forfeiture	149,953	200,000	200,000	305,000
220	Capital Projects	6,867,724	8,647,635	8,031,102	9,285,446
223	Major Buildings	131,060	610,000	588,670	2,510,000
226	Real Estate	18,222	37,000	25,188	43,000
338	CBD-TIF Debt Service	4,123,133	4,403,790	4,403,790	4,717,296
339	Capital Debt	1,909,719	1,910,894	1,910,894	1,908,744
443	Stormwater Utility	2,911,010	10,547,947	9,952,704	9,981,891
471	Parking	1,468,772	2,063,389	1,424,925	2,240,099
481	Water	14,699,520	23,533,646	21,553,803	20,870,045
530	Equipment Replacement	1,510,583	2,015,500	1,863,007	2,207,900
531	Fleet Services	1,897,881	1,949,538	1,912,853	1,945,255
553	OPEB Trust	-	620,000	609,431	-
562	Risk Management	1,740,452	2,524,593	1,816,348	2,334,694
563	Health Insurance	7,439,365	8,332,991	8,170,321	8,752,421
651	Police Pension	4,761,627	5,377,621	5,291,656	5,702,698
652	Fire Pension	4,531,335	5,264,684	5,123,314	5,611,046
653	OPEB Trust	-	-	-	-
805	Library	5,338,911	5,778,112	5,434,567	6,016,302
821	Library Bldg & Equip Replacement	669,522	624,000	624,937	447,000
	Total	121,331,419	140,953,975	134,597,013	143,368,866

ALL FUNDS SUMMARY

	2018 Actual	2019 Budget	2019 Estimate	2020 Budget
Revenue				
Local Taxes	39,535,949	40,813,910	40,185,153	41,938,942
License & Permit Revenues	2,399,607	1,868,200	1,789,516	1,798,200
Intergovernmental Revenues	20,630,741	20,630,500	21,044,924	21,262,000
Sales	18,658,030	19,415,184	19,133,207	19,482,238
Fees, Charges & Fines	23,317,283	21,525,106	21,986,235	22,254,242
Grants	332,354	437,860	91,516	701,737
Interest & Claims	3,384,601	2,220,200	1,784,438	2,328,487
Contributions	8,433,960	9,427,436	9,351,261	9,425,503
Other Financial Resources	474,305	20,016,934	29,067,443	12,005,040
TOTAL REVENUES	117,166,830	136,355,330	144,433,693	131,196,389
Expenses				
Personnel	44,175,483	44,907,942	44,191,896	46,789,354
Supplies	11,273,359	11,498,810	11,078,776	11,230,500
Professional Services	4,232,514	5,639,729	4,974,148	5,426,024
Other Contractual Services	4,527,720	5,339,501	5,229,264	6,291,905
Claims, Grants, & Debt	36,764,034	36,046,180	34,893,712	37,252,949
Controlled Assets	5,306,860	7,445,410	7,028,813	6,049,000
Capital Assets	5,672,982	20,095,650	17,230,218	20,657,025
Other Financial Uses	9,378,467	9,980,753	9,970,186	9,672,109
TOTAL EXPENDITURES	121,331,419	140,953,975	134,597,013	143,368,866

Fiscal Year 2020 Adopted Budget

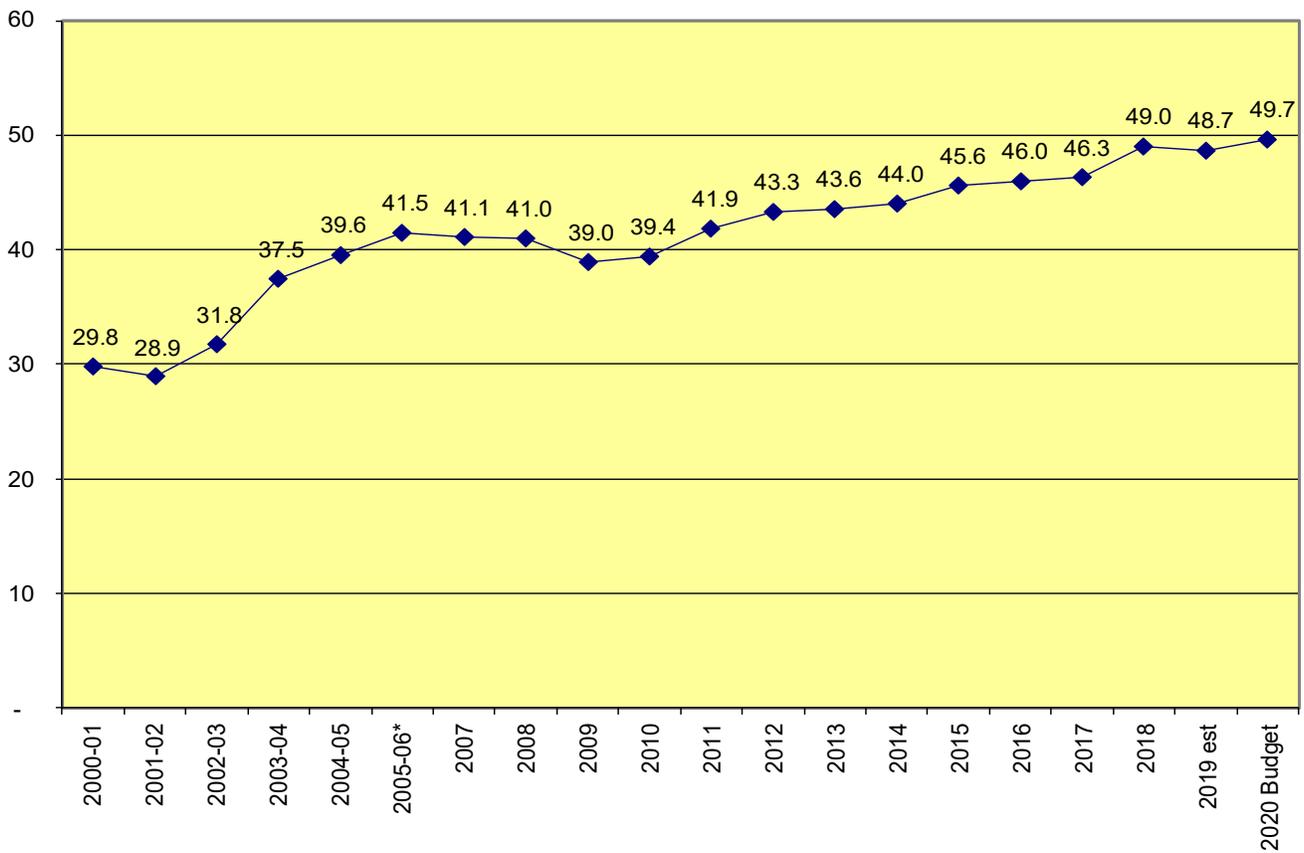
REVENUE ASSUMPTIONS

In developing the revenue estimates for the Village, each department provides data that is then reviewed by the finance department and manager's office. Historical trends over many years are used with the current economic climate to generate conservative realistic amounts. No set percentages are used to forecast the out years for each line item; an analysis is completed for each revenue with known facts and reasonable expectations. This process includes ongoing scrutiny of the Village's current financial position; changes and modifications in assumptions; and variations in the economic climate affecting the community.

Total General Fund Revenues

This chart presents a history of all General Fund Revenues in the Village of Downers Grove. It shows the estimated collection for FY19 and budgeted collection for FY20. The decline in 2013 is due to the creation of the stormwater utility, and the shift from property tax in the General Fund (\$815,000) to fees in the Stormwater Fund. The Village implemented a Food and Beverage Tax in 2018 to compensate for flat and declining Sales Taxes and Income Taxes.

Fiscal Year 2020 Adopted Budget



REVENUE ASSUMPTIONS

Enterprise Fund Revenues

The Village's three enterprise funds—Water Fund, Stormwater Fund, Parking Fund—derive their revenue directly from the users of the services provided through water fees, stormwater fees and parking fees.

Water Fund- In 2010, the Village conducted a water rate study with the assistance of the consultant Municipal & Financial Services Group (MFSG). Through the study, the Village determined that water rates as of 2010 were not generating adequate revenues to cover the costs of operating and maintaining the water system in 2011 or during subsequent years. The study concluded that the Village should restructure the water rates to include a fixed rate fee based on meter size, increase water rates over a five-year period, make needed improvements to the water system and issue bonds at regular intervals to pay for water system improvements. The Village changed the water billing structure in 2011. In 2012, the MFSG model had to be adjusted to cover the increased cost of purchasing water from the DuPage Water Commission triggered by unexpected rate increases by the City of Chicago.

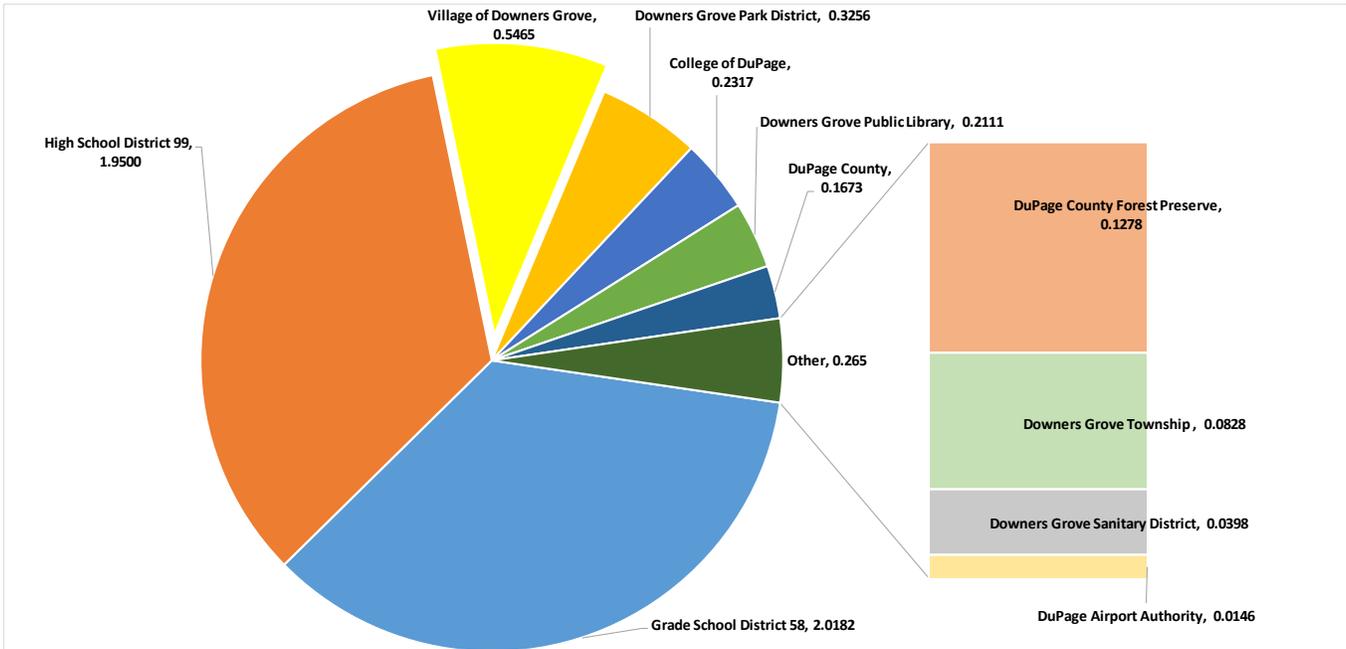
In recent years, the Village has been passing along rate increases from the DWC but has not increased rates for the cost of maintaining the Village infrastructure, since the Village has reduced the cost of replacing watermains by financing the work with the IEPA low-interest loans instead of traditional bond issuances. In order to prepare for another five year plan with the IEPA, in FY19 the Village conducted an update to the water rate study. The study recommended that water revenues should be increased in FY2020 and subsequent years by 4.6%.

Stormwater Fund- During the LRP process in 2012, a maintenance gap in infrastructure was identified. The LRP recommended considering the creation of a stormwater utility to address the infrastructure maintenance gap. In 2012, the Village Council authorized the creation of a stormwater utility system. Revenues from this system cover maintenance and operating costs of the stormwater infrastructure. Beginning in 2013, all property owners in the Village began to pay a monthly fee based on a property's impervious area. Prior to this time, these monies came from property taxes. The current plan is to increase the fees each year for 15 years to fund the stormwater system in a manner consistent with the Stormwater Master Plan. In 2014, the Village Council voted to exempt all Property Tax Exempt parcels from the stormwater utility fee, which became effective January 1, 2015. In 2015, the Council voted to suspend the increase in the Stormwater Utility, using a \$300,000 transfer from the Capital Fund to continue to maintain the system, and discuss the merits of the fee system. After discussion in 2016 based on feedback received in an advisory referendum, it was decided to continue to bill stormwater through fees in the Stormwater Utility, and not return to the property tax model. The 2020 budget includes an 8.7% fee increase.

*Parking Fund-*In 2011 the Village authorized a downtown parking study. The Parking Fund, which is the repository for all commuter and downtown parking activities, has benefited from this study. The purpose of the study was to manage available parking in a manner that best serves downtown Downers Grove. The Village has begun implementing recommendations from this study, including a rate increases, which are to be implemented on a regular basis. In 2019, the Village initiated a parking study to review the operations of the parking system, particularly in light of recent development and changed retail patterns within the Downtown. Results from the study will reviewed in early 2020.

PROPERTY TAXES

Downers Grove Property Tax Rates 2018



Distribution of 2018 Tax Levy

Taxing Unit	2018 Tax Rate*	% of Tax Bill
Grade School District 58	2.0182	34.03%
High School District 99	1.9500	32.88%
Village of Downers Grove	0.5465	9.21%
Downers Grove Park District	0.3256	5.49%
College of DuPage	0.2317	3.91%
Downers Grove Public Library	0.2111	3.56%
DuPage County	0.1673	2.82%
DuPage County Forest Preserve	0.1278	2.15%
Downers Grove Township	0.0828	1.40%
Downers Grove Sanitary District	0.0398	0.67%
DuPage Airport Authority	0.0146	0.25%
Total	5.7154	

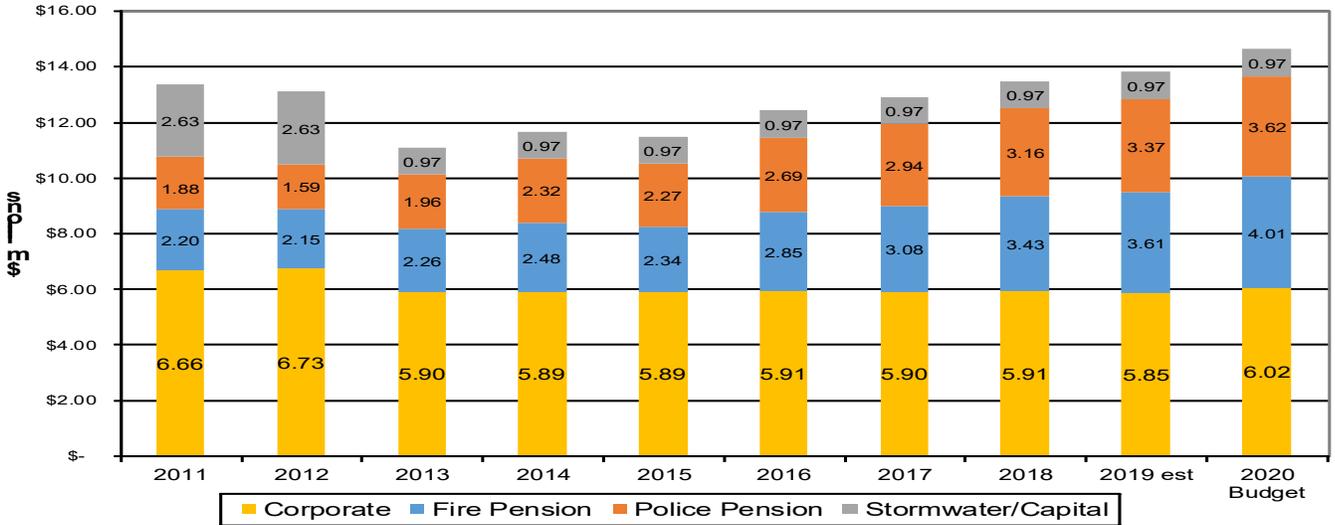
* Levied in 2019

MAJOR REVENUE TRENDS

Property Tax Levy History

The Village's property tax rate has been historically one of the lowest rates for DuPage County municipalities. Since 2009, the Village has abated all of its debt service; revenues from other sources have been used to pay debt service obligations. In 2013, the property tax levy decreased due to the creation of the stormwater utility and shift from property taxes to stormwater fees. 2020 will be the first time for an increase in the operations levy after eight consecutive years of a flat or decreasing levy for operations (\$175,000 increase). The 2020 increase due to the levy for Police and Fire Pensions is \$653,439.

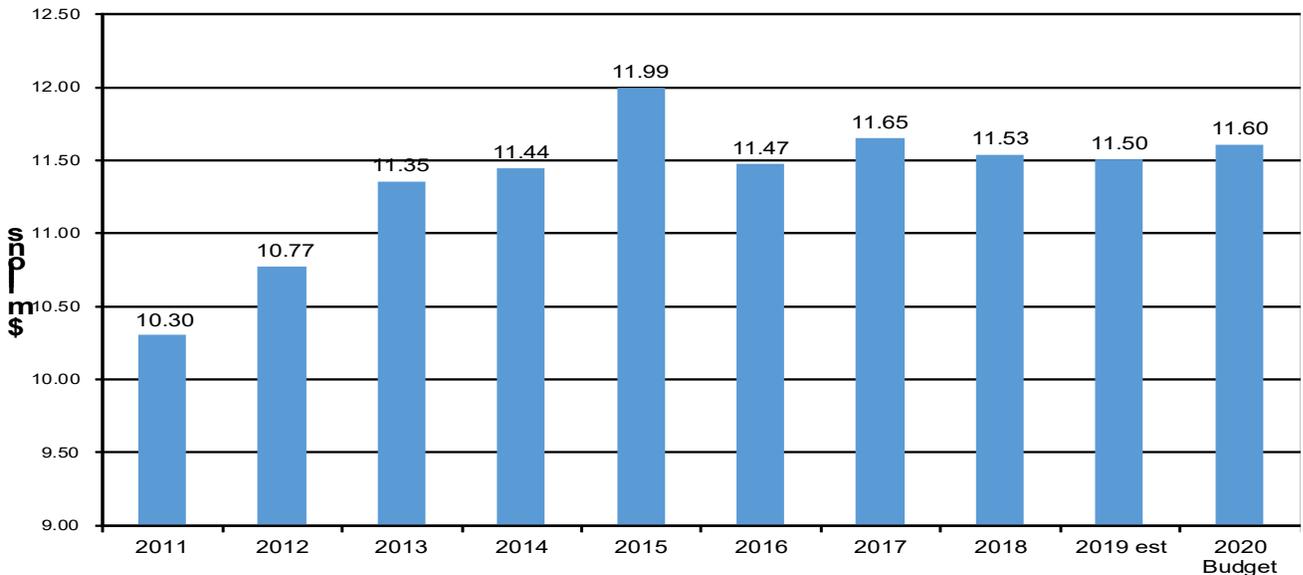
Property Tax Levy



Sales Tax Revenue History

This chart presents a complete ten year history of the 1% Municipal sales tax collection for the Village of Downers Grove and also shows the estimated collection for FY19 and budgeted collection for FY20. Sales tax is projected at 23% of the FY20 General Fund operating revenue. The Village relies on sales taxes to provide quality services to the residents of the Village of Downers Grove. Sales taxes are paid by both Village residents and non-residents. After a big bump in 2015, Sales Taxes have tapered off due to competition from on-line sales.

General Fund Sales Taxes

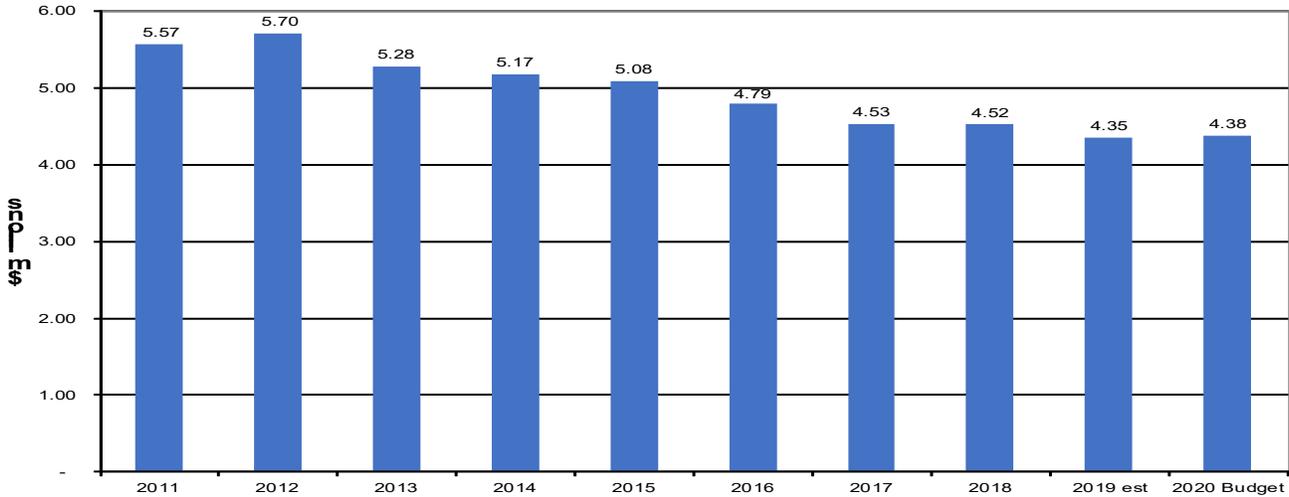


MAJOR REVENUE TRENDS

Utility Tax History

These include Natural Gas Use Tax, the Electricity Tax and the Telecommunications Tax. Electricity and Natural Gas taxes vary relative to the weather. The Telecommunications Tax has been declining due to a number of factors: The elimination of land lines, businesses moving to Voice over Internet Protocol (VoIP), bundling of telecom services resulting in lower rates and call centers leaving the Village

General Fund Utility Taxes



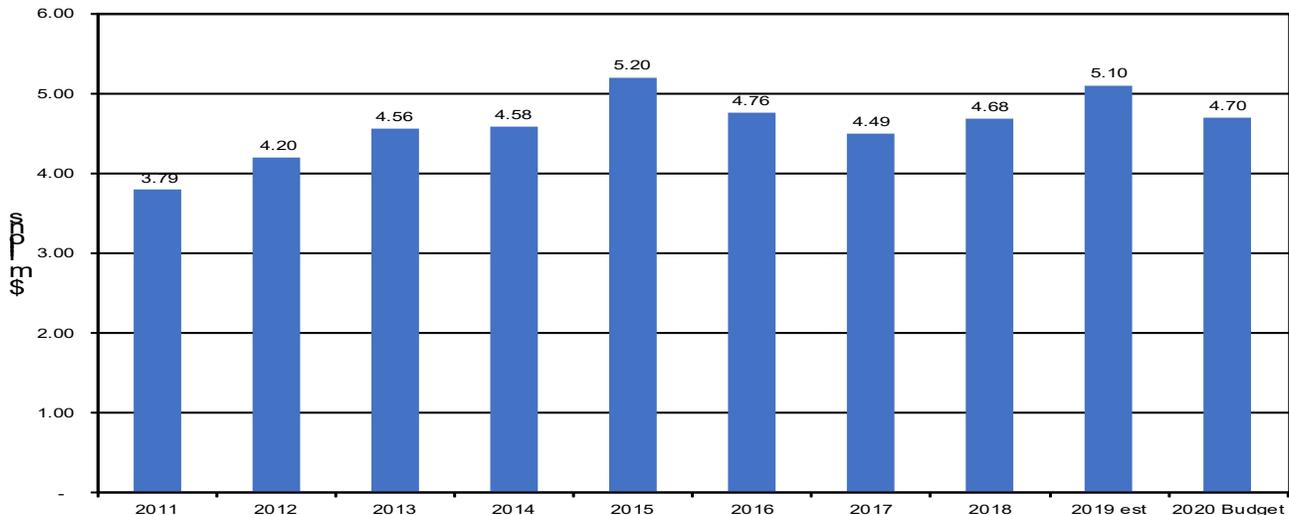
State Income Tax History

The Village of Downers Grove receives a percentage of the income tax received by the state based on the Village's population. Income taxes are impacted by the economic climate and any changes in state funding formula. Income Taxes have declined from 2015 levels due to a few factors:

- Removal of the cap on Net Operating Losses
- A shift from corporations to "pass-through" entities (LLCs and LPs)
- Increase in Tax Credits

In addition, the state of Illinois reduced the LGDF distributions to municipalities by 10% in FY18 and 5% in FY19 to help balance the state budget.

General Fund Income Taxes

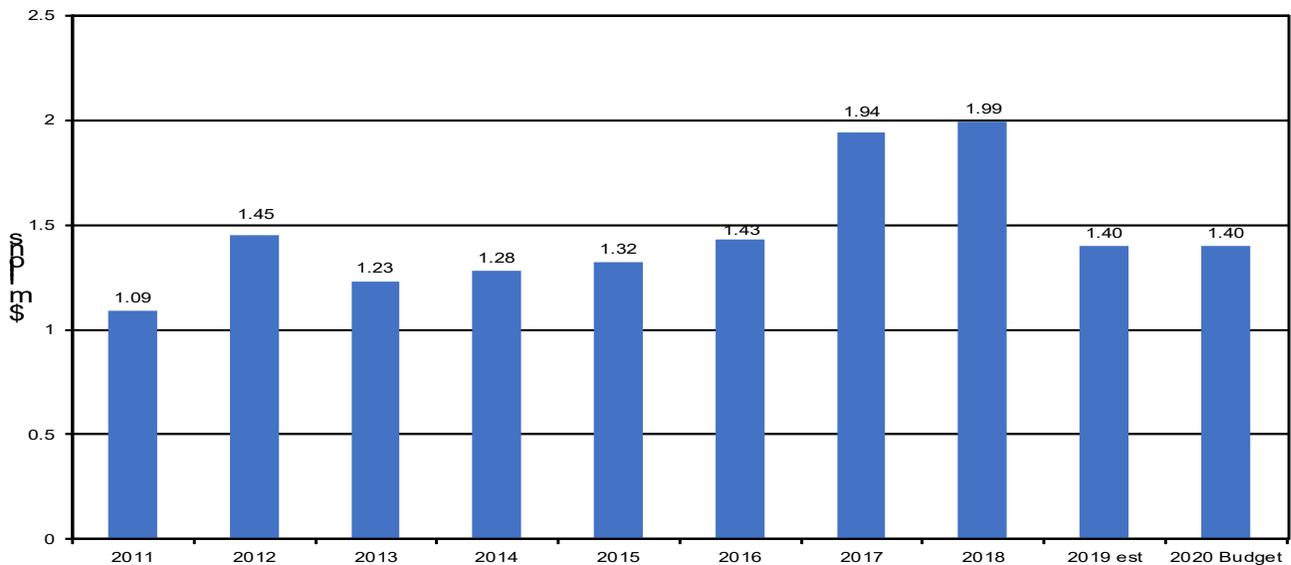


MAJOR REVENUE TRENDS

Building Related Permits

There were large commercial developments in 2017 and 2018. Other permit activity has remained relatively flat.

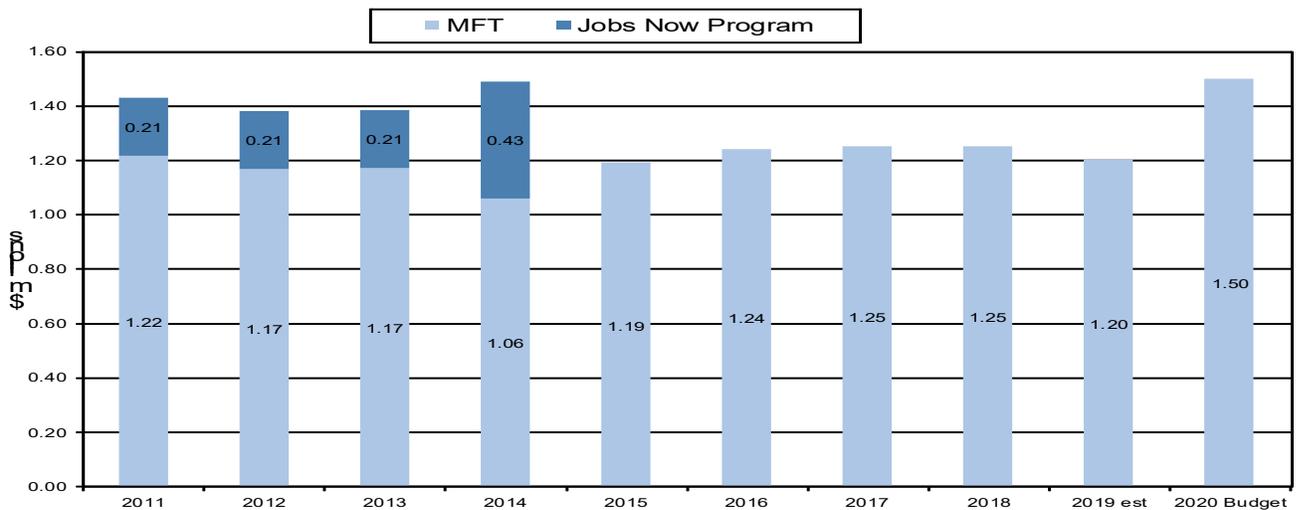
Building Related Permits



Motor Fuel Tax (MFT)

The Village of Downers Grove receives a percentage of the motor fuel tax received by the state based on the Village's population. These funds are used for roadway maintenance. MFT revenues have been stagnant in recent years due to a decrease in total miles driven and improvements in the average fuel economy of vehicles. Offsetting this decline were additional distributions from the state for the Illinois Jobs Now Program. The Village has received \$214,000 per year from 2010-2014 from this program. In addition, the Village received an additional \$200,000 payment from the state of Illinois through the 2014 Capital Bill Program in 2014. In 2019 the state increased MFT by 19 cents per gallon on gasoline which is estimated to increase revenues by \$300,000 annually.

Motor Fuel Tax Revenues



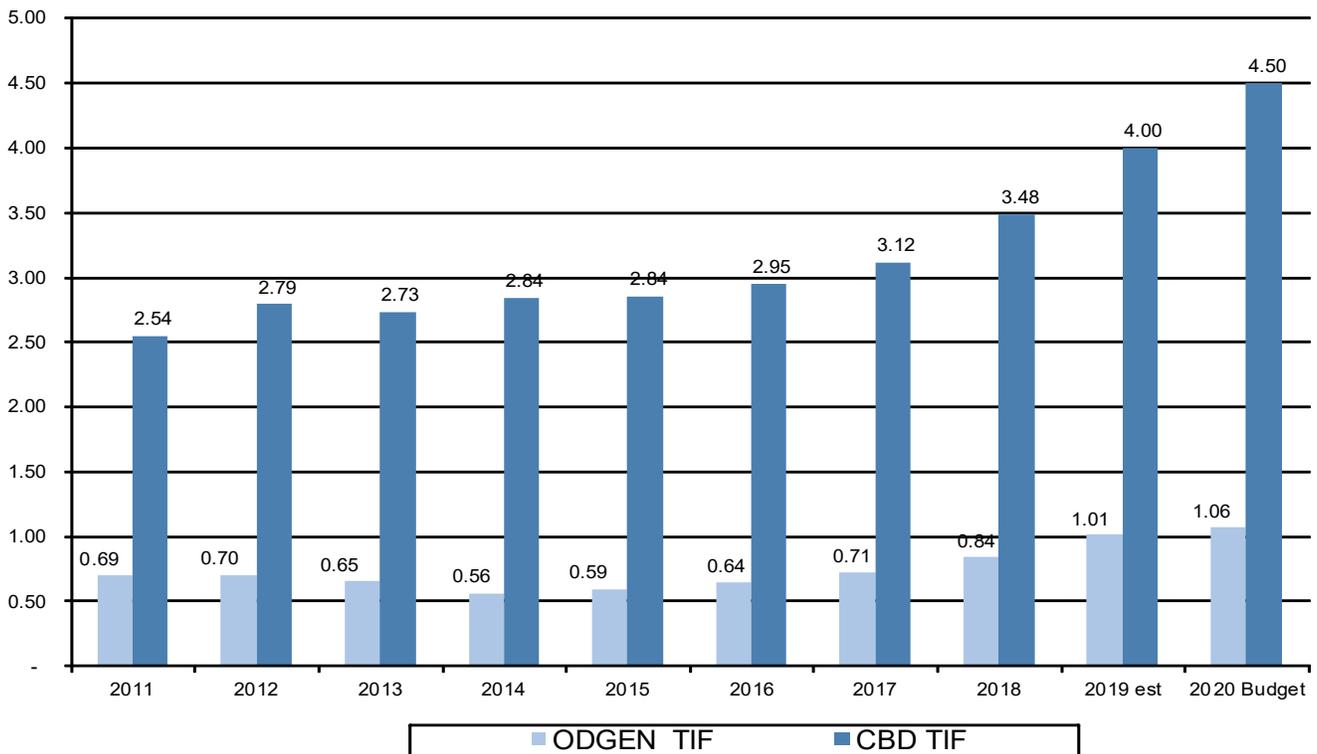
MAJOR REVENUE TRENDS

Central Business District and Ogden Avenue Tax Increment

The Downtown TIF was created in 1997. The value of the properties located within the district has increased from \$16.1 million (1996 EAV) to \$72.4 million (2018 EAV). The Ogden TIF was created in 2001. The value of the properties located within the district increased from \$29.3 million (2000 EAV) to \$46.3 million (2018 EAV).

CBD and OGDEN TIF DISTRICTS

Fiscal Year 2020 Adopted Budget



FUND SUMMARIES

OVERVIEW

The Village of Downers Grove uses fund accounting, which means that the budget and all related revenues and expenditures are organized in funds that appropriately reflect the purpose and use. Each fund is considered a separate accounting entity. The Village Council adopts an annual budget for each fund, which means that there is a separate allocation in each fund for assets, liabilities, fund equity, revenues and expenditures (expenses).

Funds are classified in the following way:

- **General:** The main operating fund of the Village
- **Special Revenue:** A fund used to account for the proceeds of specific revenue that are legally restricted for expenditures for specific uses
- **Capital:** Funds used to account for the acquisition or addition of fixed assets with an estimated useful life of greater than one year
- **Debt Service:** A fund established to account for the accumulation of funds and payment of principal and interest on long-term debt
- **Enterprise:** A fund that is used to account for operations that are financed and operated in a manner similar to private business enterprises
- **Internal Service:** A fund used to account for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis
- **Trust and Agency:** A fund used to account for assets held by the Village in a trustee capacity
- **Component Unit:** Legally separate organization for which the elected officials of the primary government are financially accountable

The budget for all funds listed below is found in this section.

Fund Name	Type
General Fund	General
Motor Fuel Tax	Special Revenue
Downtown TIF	Special Revenue
Foreign Fire Insurance	Special Revenue
Ogden Avenue TIF	Special Revenue
Tax Rebate	Special Revenue
Asset Forfeiture	Special Revenue
Capital Projects	Capital
Major Buildings	Capital
Real Estate	Capital
Debt Service	Debt Service
Stormwater	Enterprise
Water	Enterprise
Parking	Enterprise
Equipment Replacement	Internal Service
Fleet Services	Internal Service
Risk Management	Internal Service
Health Insurance	Internal Service
Police Pension	Trust & Agency
Fire Pension	Trust & Agency
OPEB Trust	Trust & Agency
Library	Component Unit
Library Capital Replacement	Component Unit

GENERAL FUND

Fund Type: Governmental
Fund Number: 001

The principal operating fund of the Village, accounting for most of the services provided by the Village

Description- The General Fund is the main operating fund for the Village, accounting for most Village services including Police, Fire, Public Works, Community Development, and other administrative and community service departments. The fund is also the repository for most general tax revenues including Property, Sales, Utility, Village distribution of the State Income Tax, as well as some other fees and charges.

Recent History and Trends- The FY20 Budget is prepared pursuant to the Long-Range Plan. The development of the Long-Range Plan took place during multiple public meetings from August through October 2019. The Village Council, staff and the public participated in these meetings.

In the past several years, the Village has made significant changes to the General Fund to reduce costs and address a substantial structural financial gap. Typical growth in General Fund revenues does not keep up with the growth in expenses. Therefore, the Village must continually address rising costs.

Long-Range Plan Solutions and Strategies-Continue to:

- Reduce personnel expenses
- Increase operating efficiencies
- Enhance the existing revenue base
- Work with the Downers Grove Economic Development Corporation to increase sales tax base and sales tax revenue
- Seek new and sustainable revenue sources
- Reduce reliance on state shared revenues

Recent Actions:

- Implemented a 1% Food & Beverage tax, effective on January 1, 2018
- Completed the *Revenues Consistent with the Modern Economy* priority action item

Actions for 2020 and beyond:

- Enhance the existing revenue base
- Seek out new sustainable revenue sources
- Consider increasing the property tax levy for operations as necessary
- Continue to pay for increases in the required contributions for public safety pensions by increasing the property tax levy for pensions

FY20 Budget Considerations-

- **Balanced General Fund with Recommended Fund Balance:** The General Fund is balanced with revenues and expenses at \$49.6 million. The General Fund balance will be maintained at the recommended level of 39.3% of annual expenses, \$19.5 million - an amount consistent with Standard & Poor's guidelines to maintain the Village's AAA rating.
- **Property Tax Levy Increase for Required Contributions to Public Safety Pensions:** The FY20 budget includes a \$653,439 increase in the levy for police and fire pensions - a 9.36% increase in this portion of the levy (4.74% increase in the total levy). Per state law, the Village is required to make a contribution to the pension funds in this amount.
- **\$175,000 Increase in Property Tax Levy for Operations:** After eight consecutive years of flat or declining tax levy, the 2020 budget includes an increase of \$175,000.
- There is no increase in headcount in the 2020 budget; staffing levels remain at 304.35 FTEs.

GENERAL FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	18,895,218	18,972,417	18,972,417	19,467,362	19,499,795	18,031,481
3	Revenue						
4	Local Taxes	22,567,918	22,909,501	22,714,404	23,670,940	24,564,145	25,177,145
5	License & Permit Revenues	2,399,067	1,867,700	1,789,016	1,797,700	1,807,700	1,817,700
6	Intergovernmental Revenues	18,058,753	17,970,500	18,540,500	18,310,500	18,240,500	18,240,500
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	5,540,407	5,172,910	5,321,258	5,560,463	5,728,915	5,878,560
9	Grants	74,450	30,000	30,000	30,000	30,000	30,000
10	Interest & Claims	451,512	280,000	300,000	300,000	300,000	300,000
11	Contributions	50	-	-	-	-	-
12	Other Financial Resources	(78,668)	-	7,215	-	-	-
13	Total Revenue	49,013,489	48,230,611	48,702,393	49,669,603	50,671,260	51,443,905
14	Expenses						
15	Personnel	36,457,583	36,532,983	36,280,213	38,213,526	39,705,060	40,900,957
16	Supplies	1,214,781	1,055,212	1,283,858	862,185	870,452	872,997
17	Professional Services	2,365,475	2,858,416	2,746,950	2,912,587	3,251,339	3,016,945
18	Other Contractual Services	1,454,636	1,711,292	1,737,325	1,919,834	2,100,391	2,121,282
19	Claims, Grants, & Debt	6,575,635	5,902,203	6,015,899	5,570,838	6,090,125	6,019,839
20	Controlled Assets	68,180	109,876	113,203	158,200	116,207	129,145
21	Capital Assets	-	40,400	30,000	-	6,000	-
22	Other Financial Uses	800,000	-	-	-	-	-
23	Total Expenses	48,936,290	48,210,382	48,207,448	49,637,170	52,139,574	53,061,165
24	Net Change	77,199	20,229	494,945	32,433	(1,468,314)	(1,617,260)
25	Ending Fund Balance	18,972,417	18,992,646	19,467,362	19,499,795	18,031,481	16,414,221

Noteworthy Changes from 2019 and Other Explanations

- Local Taxes (row 4) increased primarily due to the increased revenues from the newly implemented Food & Beverage Tax, the increase in Property Tax for public safety pensions (\$653,439) and an increase in the Property Tax for operations (\$175,000)
- Licenses & Permits (row 5) are cyclical, and commercial permits have declined from 2018 levels
- Intergovernmental Revenues (row 6) includes Sales Tax and Income Tax
- Fees, Charges & Fines (row 8) are increasing primarily due to ambulance fees from increased calls and fee increases

See the following pages for additional information on revenues.

- Personnel (row 15) accounts for 77% of General Fund expenses. 2019 public safety pension costs are increasing by \$653,439 over 2019.
- Supplies (row 16) includes salt for snow plowing. In 2020, \$300,000 will be paid from the MFT fund from additional revenues from the state's increased MFT rate.
- Professional Services (row 17) includes costs related to Du-Comm for dispatching.
- Contractual Services (row 18) includes costs for street sweeping, tree planting, removal and pruning; pest eradication, debris hauling, computer maintenance, utility costs, traffic signal maintenance and snow removal.
- Claims, Grants & Debt (row 19) reflects costs for equipment, fleet maintenance and risk.

The individual department schedules in the Department Summary section provide additional information.

GENERAL FUND REVENUE SOURCES

The table below shows the top sources of revenue for the General Fund. In FY20, these sources account for about 86% of all revenue budgeted in the General Fund.

RANK	SOURCE	FY 2017 Actual	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Estimate	FY 2020 Adopted
1	Sales Tax	\$ 11,652,631	\$ 11,526,462	\$11,600,000	\$11,500,000	\$11,600,000
2	Property Taxes - Pensions	\$ 6,024,762	\$ 6,591,751	\$ 6,981,356	\$ 6,981,356	\$ 7,634,795
3	Property Taxes - Operations	\$ 5,903,486	\$ 5,906,795	\$ 5,847,145	\$ 5,847,145	\$ 6,022,145
4	State Income Tax	\$ 4,488,393	\$ 4,679,801	\$ 4,600,000	\$ 5,100,000	\$ 4,700,000
5	Utility Taxes	\$ 4,533,442	\$ 4,524,932	\$ 4,650,000	\$ 4,345,000	\$ 4,375,000
6	Food & Beverage Tax	\$ -	\$ 1,854,362	\$ 1,700,000	\$ 1,920,000	\$ 1,970,000
7	Home Rule Sales Tax	\$ 1,978,047	\$ 1,911,385	\$ 1,950,000	\$ 1,822,000	\$ 1,850,000
8	Ambulance Fees	\$ 1,126,157	\$ 1,667,899	\$ 1,355,000	\$ 1,500,000	\$ 1,708,000
9	State Shared Local Use Tax	\$ 1,264,020	\$ 1,435,492	\$ 1,350,000	\$ 1,500,000	\$ 1,500,000
10	Building Related Permits	\$ 1,936,814	\$ 1,994,718	\$ 1,500,000	\$ 1,400,000	\$ 1,400,000
SUB-TOTAL		\$ 38,907,752	\$ 42,093,597	\$41,533,501	\$41,915,501	\$42,759,940
ALL OTHER TOTAL		\$ 7,370,832	\$ 6,919,892	\$ 6,697,110	\$ 6,786,892	\$ 6,909,663
TOTAL GENERAL FUND REVENUES		\$ 46,278,584	\$ 49,013,489	\$48,230,611	\$48,702,393	\$49,669,603

Sales Tax- Imposed on a seller's receipts for the sale of tangible personal property for use or consumption. Sales tax on general merchandise is 8.00%, broken down as follows:

State of Illinois	5.00%
Village of Downers Grove	1.00%
DuPage County	0.25%
Regional Trans. Authority	0.75%
Downers Grove Home Rule*	1.00%
Total Current Tax Rate	8.00%

* Downers Grove Home Rule Sales Tax Distribution = 0.75% to Capital Projects, and 0.25% to the General Fund

Qualifying food, drugs and medical appliance sales tax is 1.75%. The Village receives 1% of this amount. These revenues are typically earmarked for the funding of the day-to-day operations of the Village. The Village expects to receive approximately \$11,600,000 in sales tax in 2020 which is \$100,000 over anticipated 2019 revenues. A change in the state law for internet sales is expected to bring additional sales tax revenue to the Village.

Property Tax- Taxes that an owner of real estate or other property pays on the value of their own property. The local townships (Downers Grove, Lisle, York and Milton) perform an appraisal of the monetary value of the property, and a tax is assessed in proportion to that value. The Village's property tax revenue is divided into the following categories: general property taxes (operations) and police and fire pensions. When combining these categories, the total property tax collected by the Village will account for approximately \$12,829,000 of its entire General Fund revenue in 2019.

The forecast for FY2020 is approximately \$13,657,000.

Utility Tax- Utility taxes are comprised of the Natural Gas Use Tax, the Electricity Tax and the Telecommunications Tax. The Natural Gas Use Tax is a fee charged to residents and businesses for the purchase of natural gas. The Electricity Tax is paid by incorporated residents for the use of electricity in their properties. The Telecommunications Tax is imposed on gross charges for all intrastate and interstate messages. This tax includes charges for land line phones, cellular phones, internet and pagers. It is anticipated the Village will receive approximately \$4,345,000 in utility taxes in FY19 and staff forecasts the Village will collect \$4,375,000 in 2020.

State Income Tax- Taxes imposed on the privilege of earning or receiving income as a resident of the state of Illinois. Local government entities receive a portion of the net collections of all income tax received. The amount that each municipality receives is based on its population in proportion to the population of the entire state of Illinois. The state income tax accounts for approximately 9.5% of the Village's total revenue. In 2019, the Village of Downers Grove will receive approximately \$5,100,000 in revenue from state income taxes. In 2020 the Village forecasts a revenue stream of approximately \$4,700,000 to be generated from state income taxes.

Food & Beverage Tax- The tax is 1% and applies to the purchase price of prepared foods and non-alcoholic and alcoholic beverages for immediate consumption, as well as packaged alcohol sales. This tax was implemented in 2018. It is anticipated the Village will receive approximately \$1,920,000 in food & beverage taxes in FY19 and staff forecasts the Village will collect \$1,970,000 in 2020.

GENERAL FUND REVENUE SUMMARY

Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budgeted	FY 2019 Estimate	FY 2020 Adopted
Property Taxes	5,903,486	5,906,795	5,847,145	5,847,145	6,022,145
Property Taxes - Police & Fire Pension	6,024,762	6,591,751	6,981,356	6,981,356	7,634,795
Property Taxes - Downtown SSA	237,405	238,576	247,000	239,903	247,000
Property Taxes - Fairview Fire SSA	79,900	84,683	89,000	89,000	92,000
Property Taxes - Twp Road & Bridge	431,756	449,764	445,000	450,000	460,000
Home Rule Sales Tax	1,978,047	1,911,385	1,950,000	1,822,000	1,850,000
Hotel Use Tax	931,567	946,160	950,000	970,000	970,000
Municipal Gas Use Tax	442,296	511,946	450,000	500,000	450,000
Electricity Tax	1,769,407	1,830,412	1,900,000	1,820,000	1,900,000
Telecommunications Tax	2,321,739	2,182,574	2,300,000	2,025,000	2,025,000
Food and Beverage Tax		1,854,362	1,700,000	1,920,000	1,970,000
Other Local Taxes	52,886	59,510	50,000	50,000	50,000
41 Subtotal Local Taxes	20,173,251	22,567,918	22,909,501	22,714,404	23,670,940
Building Related Permits	1,936,814	1,994,718	1,500,000	1,400,000	1,400,000
Alcohol Beverage License	270,749	281,785	270,000	291,316	300,000
Professional & Occupational Licenses	14,155	12,049	10,250	10,250	10,250
Other Licenses and Permits	117,098	110,515	87,450	87,450	87,450
42 Subtotal Licenses & Permits	2,338,816	2,399,067	1,867,700	1,789,016	1,797,700
Sales Tax ⁽¹⁾	11,652,631	11,526,462	11,600,000	11,500,000	11,600,000
State Income Tax	4,488,393	4,679,801	4,600,000	5,100,000	4,700,000
Personal Property Replacement Tax	494,239	400,448	410,000	430,000	500,000
State Shared Local Use Tax	1,264,020	1,435,492	1,350,000	1,500,000	1,500,000
Other State Shared Revenues	12,900	16,550	10,500	10,500	10,500
43 Subtotal Intergovernmental Revenues	17,912,183	18,058,753	17,970,500	18,540,500	18,310,500
44 All Sales Revenue	-	-	-	-	-
Ambulance Fees - Residents	803,920	1,165,584	930,000	1,075,000	1,224,338
Ambulance Fees - Non-Residents	322,237	502,315	425,000	425,000	483,662
Plan Review & Inspection Fees	325,898	453,950	272,000	250,000	250,000
Administrative Fees	123,350	128,974	125,000	100,000	100,000
Fines	417,800	389,939	400,000	408,000	400,000
Cable Franchise Fees	995,853	941,117	1,000,000	950,000	925,000
Cellular Equipment Rental Fees	1,112,947	1,110,681	1,189,760	1,155,108	1,201,313
Other Fees, Charges & Fines	966,516	847,847	831,150	958,150	976,150
45 Subtotal Fees, Charges & Fines	5,068,521	5,540,407	5,172,910	5,321,258	5,560,463
46 All Grants	605,271	74,450	30,000	30,000	30,000
47 All Interest and Claims	267,536	451,512	280,000	300,000	300,000
48 All Donations and Contributions	882	50	-	-	-
49 Other Financial Resources	(87,876)	(78,668)	-	7,215	-
Total General Fund Revenues	46,278,584	49,013,489	48,230,611	48,702,393	49,669,603

(1) Does not include sales tax revenue that is expended as a result of sales tax reimbursement agreements

MOTOR FUEL TAX FUND

Fund Type: Special Revenue Fund
Fund Number: 102

Accounts for all financial activity related to the Motor Fuel Tax (MFT) received from the state

Description- The Motor Fuel Tax (MFT) Fund is a state-required funding mechanism for the receipt and use of state revenues for roadway maintenance and construction purposes. MFT revenues are distributed by the State of Illinois from state-wide taxes on gas and diesel fuel. These revenues are distributed to municipalities based on the ratio of the municipality's population to the population of the state.

Revenue projections are based on information provided by the Illinois Municipal League. Expense projections are based on planned roadway maintenance activities that meet the requirements of Motor Fuel Tax receipts as defined by state statutes.

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
1						
2	Beginning Fund Balance	641,524	606,832	606,832	511,832	421,832
3	Revenue					
4	Local Taxes	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-
6	Intergovernmental Revenues	1,250,784	1,200,000	1,200,000	1,500,000	1,500,000
7	Sales	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-
9	Grants	-	-	-	-	-
10	Interest & Claims	14,524	5,000	5,000	5,000	5,000
11	Contributions	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-
13	Total Revenue	1,265,308	1,205,000	1,205,000	1,505,000	1,505,000
14	Expenses					
15	Personnel	-	-	-	-	-
16	Supplies	-	-	-	300,000	300,000
17	Professional Services	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-
20	Controlled Assets	1,300,000	1,300,000	1,300,000	1,300,000	1,200,000
21	Capital Assets	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-
23	Total Expenses	1,300,000	1,300,000	1,300,000	1,600,000	1,500,000
24	Net Change	(34,692)	(95,000)	(95,000)	(95,000)	5,000
25	Ending Fund Balance	606,832	511,832	511,832	416,832	426,832

Recent History and Trends- The MFT revenues have declined over historical levels. The total miles driven and the average fuel economy of vehicles are the principal "drivers" of MFT receipts. In 2019 the state passed legislation to increase the state's MFT by 19 cents per gallon on gasoline. Municipalities will receive a portion of these new revenues. It is estimated the Village will get an additional \$300,000 annually from the increased tax.

Noteworthy Changes from 2019 and Other Explanations

- Intergovernmental Revenues (row 6) are MFT receipts from the state and include additional revenues from the increased tax
- Supplies (line 16) which is from the additional tax received by the Village with the increased state MFT rate, will be used for salt
- Controlled Assets (row 20) are expenditures on roadway maintenance.



DOWNTOWN TIF FUND

Fund Type: Special Revenue Fund
Fund Number: 107

Accounts for all financial activity related to the Downtown TIF

Description- The Downtown Redevelopment Tax Increment Financing Fund accounts for the Village's Downtown Redevelopment Tax Increment Financing District resources and activities. TIF fund resources are provided through the collection of the TIF property tax increment created from the increase in the value of property within the District. TIF resources are used to facilitate redevelopment in the Central Business District in accordance with the Downtown TIF Redevelopment Plan and the Village's Comprehensive Plan. The TIF was created in 1997.

Recent History and Trends- The value of all of the properties located within the district has increased from \$16.1 million (1996 EAV) to \$72.48 million (2018 EAV). In FY19, no funds from the general property tax levy will be required to pay the debt service for downtown public improvements.

Long-Range Plan - The Village must make debt service payments on bonds that were issued to make improvements in the downtown including new streets, public utilities and the parking deck. Annual payments will be made in 2020 and 2021. Recently planned and/or approved redevelopment projects within downtown Downers Grove are expected to generate enough in property tax increment revenue over the next two years - from now until the expiration of the district in 2021 to allow the Village to make all downtown debt service payments from the TIF Fund.



DOWNTOWN TIF FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	826,753	423,450	423,450	255,726	274,730	34
3	Revenue						
4	Local Taxes	3,479,511	4,100,000	3,997,568	4,500,000	4,600,000	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	3,175	-	-	-	-	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	3,482,686	4,100,000	3,997,568	4,500,000	4,600,000	-
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	1,500	1,600	1,500	1,700	1,700	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	61,813	60,000	60,000	62,000	62,000	-
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	3,822,676	4,103,790	4,103,792	4,417,296	4,810,996	-
23	Total Expenses	3,885,989	4,165,390	4,165,292	4,480,996	4,874,696	-
24	Net Change	(403,303)	(65,390)	(167,724)	19,004	(274,696)	-
25	Ending Fund Balance	423,450	358,060	255,726	274,730	34	34

Noteworthy Changes from 2019 and Other Explanations

- Local Taxes (row 4) reflects TIF increment.
- Professional Services (row 17) are for audit fees.
- Claims, Grants, & Debt (row 19) reflects costs for redevelopment agreements.
- Other Financial Uses (row 22) reflects transfers to the Debt Service Fund for TIF debt.

FOREIGN FIRE INSURANCE FUND

Fund Type: Special Revenue Fund
Fund Number: 109

*Accounts for all financial activity
related to funds provided by the state
of Illinois for Foreign Fire Insurance*

Description- This fund was created to account for the funds provided by the State of Illinois for Foreign Fire Insurance. The expenditures for this program are evaluated and determined by the Foreign Fire Insurance Board, which is comprised of Fire Department members, per state statute. Pursuant to state law, the Foreign Fire Insurance Fund receives its monies from a state tax imposed on fire insurance policies written by insurance companies located outside of the state of Illinois. These funds are intended to provide for the needs of the department as the department see fit to compensate for what is not provided for by the municipality. The Village Council is required to adopt this budget and appropriate these funds. Additionally, these expenditures must be audited as part of the Municipal Audit.

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
1						
2	Beginning Fund Balance	324,266	165,433	165,433	145,928	110,928
3	Revenue					
4	Local Taxes	77,257	105,000	80,000	80,000	85,000
5	License & Permit Revenues	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-
7	Sales	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-
9	Grants	-	-	-	-	-
10	Interest & Claims	381	-	495	-	-
11	Contributions	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-
13	Total Revenue	77,638	105,000	80,495	80,000	85,000
14	Expenses					
15	Personnel	-	-	-	-	-
16	Supplies	18,549	29,850	29,850	29,850	29,850
17	Professional Services	9,689	30,850	30,850	30,850	30,850
18	Other Contractual Services	7,375	9,800	9,800	9,800	9,800
19	Claims, Grants, & Debt	11,561	21,500	21,500	21,500	21,500
20	Controlled Assets	4,347	8,000	8,000	8,000	8,000
21	Capital Assets	184,950	-	-	-	-
22	Other Financial Uses	-	-	-	-	-
23	Total Expenses	236,471	100,000	100,000	100,000	100,000
24	Net Change	(158,833)	5,000	(19,505)	(20,000)	(10,000)
25	Ending Fund Balance	165,433	170,433	145,928	125,928	110,928

Noteworthy Changes from 2019 and Other Explanations

- Local Taxes (row 4) reflects the cash received from the state.
- Supplies (row 16) reflects expenditures for supplies for all four fire stations.
- Professional Services (row 17) primarily includes education costs and wellness expenses for firefighters.
- Claims, Grants & Debt (row 19) is for equipment for fire department, training aids, gear washers, and physical fitness equipment.
- Controlled Assets (row 20) is for infrastructure improvements to the Fire Stations.
- Capital Assets (row 21) is for the Training Tower at Fire Station 1.

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OGDEN AVENUE TIF FUND

Accounts for all financial activity related to the Ogden TIF

Fund Type: Special Revenue Fund
Fund Number: 110

Description- The Ogden Avenue TIF Fund exists to account for all financial activity related to the Ogden Avenue Tax Increment Financing District, which is defined by a designated boundary along Ogden Avenue from Stonewall Avenue on the west to Cumnor Avenue on the East. TIF revenues are provided through the collection of property taxes, or TIF increment, created from the increasing value of property within the district. The revenues are used to facilitate redevelopment along the corridor in accordance with applicable Illinois TIF statutes. The TIF was created in 2001.

Recent History and Trends- The value of all of the properties located within the district has increased from \$29.3 million (2000 EAV) to \$46.3 million (2018 EAV).

Extensive planning for the corridor has occurred prior to and since the creation of the Ogden Avenue TIF and includes the following:

- Ogden Avenue Master Plan
- Ogden Avenue Master Right-of-Way Plan
- Comprehensive Plan

The Village continues to authorize redevelopment agreements that facilitate funding for property improvements with the assistance of the Economic Development Corporation. Redevelopment agreements are approved by the Village Council.

In 2016, the Village entered into an agreement with 1815 Ogden LLC to develop a Packey Webb Ford dealership on the south side of Ogden between Lee and Stonewall. Under this agreement the Village reimbursed the Developer \$5 million for extraordinary redevelopment expenses from Oden TIF increment.

In 2017, the Village entered into an agreement with Vequity Downers Ogden GP to develop the corner of Main Street and Ogden Avenue with three retail /commercial buildings. Under this agreement the Village reimbursed the Developer \$850,000.

In 2019, the Village entered into an agreement with the Downers Grove Township to reimburse them \$275,000 for costs to redevelop the vacant property at the northeast corner of Saratoga Avenue and Sherman Street, immediately west of the building at 4340 Prince Street with a 6,000 square foot building housing a food pantry and other Township functions.

FUND 110 OGDEN AVENUE TIF

S-005	Ogden Avenue Sidewalk Installation	400,000
		Totals: 400,000



OGDEN AVENUE TIF FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	5,737,357	991,517	991,517	1,377,572	1,174,168	1,596,304
3	Revenue						
4	Local Taxes	837,015	880,000	1,012,818	1,063,459	1,116,632	1,172,463
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	13,450	1,000	10,000	5,000	5,000	5,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	453	-	-	-	-	-
13	Total Revenue	850,918	881,000	1,022,818	1,068,459	1,121,632	1,177,463
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	2,350	2,450	2,350	2,450	2,550	2,650
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	5,510,000	850,000	550,000	785,000	610,000	610,000
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	400,000	-	400,000	-	-
22	Other Financial Uses	84,408	84,413	84,413	84,413	86,946	89,554
23	Total Expenses	5,596,758	1,336,863	636,763	1,271,863	699,496	702,204
24	Net Change	(4,745,840)	(455,863)	386,055	(203,404)	422,136	475,259
25	Ending Fund Balance	991,517	535,654	1,377,572	1,174,168	1,596,304	2,071,563

Noteworthy Changes from 2019 and Other Explanations

- Local Taxes (row 4) reflects TIF increment.
- Professional Services (row 17) includes audit fees.
- Claims, Grants, & Debt (row 19) includes economic development incentives; in 2018 \$5.0 million was budgeted for the Packey Webb agreement. Other redevelopment agreements include Vequity (Main and Ogden) and Lincoln. The 2020 budget includes \$275,000 for the Township redevelopment, with the remaining to be used for future redevelopment agreements.
- Capital Assets (row 21) reflects costs for CIP.
- Other Financial Uses (row 22) is primarily for economic development costs related to the Ogden TIF.

TAX REBATE FUND

Fund Type: Special Revenue Fund
Fund Number: 111

Accounts for all financial activity related to the Village's tax rebate agreements

Description- As part of the Village's economic development efforts, the Village has entered into tax rebate agreements with local businesses. These agreements assist in the attraction and retention of retail businesses. Each of the agreements includes performance standards that must be met prior to the payment of any tax rebate.

Recent History and Trends- Current Tax Rebate Agreements include: Fry's Electronics, Pugi Mazda, Zeigler Auto Group, Packey Webb Ford, Perillo Motor Imports, Napleton Aston Martin, Lincoln and Art Van.

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	-	-	-	-	-	-
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	1,207,122	1,400,000	1,250,000	1,400,000	1,400,000	1,400,000
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	-	-	-	-	-	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	1,207,122	1,400,000	1,250,000	1,400,000	1,400,000	1,400,000
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	1,207,122	1,400,000	1,250,000	1,400,000	1,400,000	1,400,000
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	1,207,122	1,400,000	1,250,000	1,400,000	1,400,000	1,400,000
24	Net Change	-	-	-	-	-	-
25	Ending Fund Balance	-	-	-	-	-	-

Noteworthy Changes from 2019 and Other Explanations

- Intergovernmental Revenues (row 6) reflects a transfer from the General Fund and Capital fund for taxes to be rebated.
- Claims, Grants, & Debt (row 19) reflects payments to businesses receiving rebates.

ASSET FORFEITURE FUND

Fund Type: Special Revenue Fund
Fund Number: 114

Accounts for all financial activity related to asset seizures from criminal activity

Description- This fund was established in 2012 to account for the revenues and expenditures of proceeds from asset seizures. It is the result of the equitable sharing agreement the police department has with the Department of Justice. These funds are generated through joint investigations with the federal government that result in the seizure of currency or property utilized in criminal enterprises. Money seized under this agreement can only be used for law enforcement purposes and cannot be utilized to replace or supplant budgeted items. Also in this fund are proceeds from state asset seizures, Department of Treasury Homeland Security investigations, DUI circuit court fees and money laundering asset seizures.

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	2,063,913	2,399,511	2,399,511	2,419,509	2,114,509	2,114,509
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	466,231	-	204,766	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	19,320	-	15,232	-	-	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	485,551	-	219,998	-	-	-
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	31,802	-	20,000	-	-	-
17	Professional Services	43,069	100,000	17,000	125,000	-	-
18	Other Contractual Services	3,738	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	71,344	100,000	163,000	125,000	-	-
21	Capital Assets	-	-	-	55,000	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	149,953	200,000	200,000	305,000	-	-
24	Net Change	335,598	(200,000)	19,998	(305,000)	-	-
25	Ending Fund Balance	2,399,511	2,199,511	2,419,509	2,114,509	2,114,509	2,114,509

Noteworthy Changes from 2019 and Other Explanations

- Fees, Charges & Fines (row 8) reflects the cash received from asset seizures.
- All expenditures in the fund are spent following each agencies guidelines
- Capital Assets (line 21) DUI Tech funds will be used to purchase a patrol vehicle in 2020.

CAPITAL PROJECTS FUND

Fund Type: Capital Fund
Fund Number: 220

Accounts for financial activity for general construction and capital improvement activity of several capital related programs

Description

The Capital Fund accounts for general construction and capital improvement activity of several capital-related programs including roadway maintenance, sidewalks, bikeways, traffic signals, and other projects. A separate Community Investment Program (CIP) document within this budget document provides detailed information regarding all capital projects proposed over the next five years. (See Section 6)

Primary revenue sources in this fund are Home Rule Sales Tax, Property Tax and Telecom Tax. The Village also aggressively pursues grant opportunities whenever they are available.

Recent History and Trends

The Village continues to invest in infrastructure improvements using dedicated funding sources. The improvements are designed to reduce the total life cycle cost of owning and operating the infrastructure systems.

FY20 Budget Considerations

In addition to continued investment in the Village's roads, sidewalks, and traffic systems, the Village is planning on replacing The Enterprise Resource Planning System (ERP). This is a multi-year project to integrate departments and functions, such as budgeting, general, billing, payroll, human resources, permitting and licensing

CAPITAL PROJECTS FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	4,841,958	5,228,788	5,228,788	4,100,210	1,971,288	622,019
3	Revenue						
4	Local Taxes	7,142,193	7,281,524	6,842,524	6,926,524	6,926,524	6,926,524
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	25,000	-	190,000	595,000	-
10	Interest & Claims	93,455	10,000	30,000	10,000	10,000	10,000
11	Contributions	53,404	30,000	30,000	30,000	30,000	30,000
12	Other Financial Resources	(34,498)	-	-	-	-	-
13	Total Revenue	7,254,554	7,346,524	6,902,524	7,156,524	7,561,524	6,966,524
14	Expenses						
15	Personnel	400,382	416,185	353,049	395,753	405,524	415,535
16	Supplies	16,020	52,250	52,250	52,100	52,100	52,400
17	Professional Services	175,836	114,070	197,718	198,570	128,570	128,570
18	Other Contractual Services	165,620	171,866	171,866	139,400	96,600	66,900
19	Claims, Grants, & Debt	51,936	47,736	47,736	49,029	50,680	52,304
20	Controlled Assets	2,761,078	3,623,134	3,573,134	2,675,600	3,479,050	2,603,200
21	Capital Assets	1,087,133	1,811,500	1,224,455	3,366,250	2,300,000	750,000
22	Other Financial Uses	2,209,719	2,410,894	2,410,894	2,408,744	2,398,269	2,406,743
23	Total Expenses	6,867,724	8,647,635	8,031,102	9,285,446	8,910,793	6,475,652
24	Net Change	386,830	(1,301,111)	(1,128,578)	(2,128,922)	(1,349,269)	490,872
25	Ending Fund Balance	5,228,788	3,927,677	4,100,210	1,971,288	622,019	1,112,891

Noteworthy Changes from FY19 and Other Explanations

- Local Taxes (row 4) includes Home Rule Sales Tax, Property Tax and Telecom tax.
- Grants (row 9) in 2020 includes DBD Crosswalk Accessibility Improvements (\$100,000) and Fairview Commuter Area Streetlight Replacements (\$90,000); in 2021 Roadway Resurfacing (\$595,000).
- Contributions (row 11) is Developer Contributions for sidewalks.
- Personnel (row 15): There are 3.83 employees: 1/4 GIS Specialist, 1/2 Administrative Assistant, 1 PW Technician-Engineering, 1/4 Engineering Manager, 1.5 Staff Engineer II and .33 PW Seasonal Employees.
- Rows 16 through 21 are primarily for CIP projects, details on following page.
- Other Contractual Services (row 18) is for Emerald Ash Borer Eradication.
- Other Financial Uses (row 22) in 2020 includes \$1.25 million for the roadway reconstruction debt payments, \$663,000 for Fire Station 2 debt payments, and \$500,000 transfer to the Municipal Buildings Fund.

CAPITAL FUND

FUND 220 - Capital Projects Fund

FN-002	Replacement of Enterprise Resource Planning System (ERP)	1,200,000
FO-001	Emerald Ash Borer (EAB) Eradication	139,400
S-005	Ogden Ave Sidewalks Installation	100,000
S-006	Replacement/Rehabilitation Sidewalk Program	269,000
S-007	DBD Crosswalk & Accessibility Upgrades	200,000
S-008	Right of Way Accessibility Improvements	165,000
S-011	Jefferson - Brookbank Sidewalk Connection	600,000
SL-009	Fairview Commuter Area Street Light Replacement	125,000
ST-004	Roadway Maintenance Program	2,103,700
ST-058	Roadway Reconstruction Program	750,000
TR-023	Pavement Striping Maintenance	50,000
TR-024	Neighborhood Traffic Management	30,000
TR-026	Traffic Signal Modernization, Finley Rd. at Finley Mall	325,000
TR-027	Fiber Optic Cable - Main/Maple to Fire Station #2	65,000
TR-032	Traffic Signal at 63rd Street & Springside Avenue	201,250
TR-033	Pedestrian Safety Enhancements	100,000

Sub Totals: 6,423,350

Grants Approved

S-007	DBD Crosswalk and Accessibility Upgrades	(100,000)
SL-009	Fairview Commuter Area Street Light Replacement	(90,000)

Totals: 6,233,350



MAJOR BUILDINGS FUND

Accounts for all financial activity related to municipal building projects

Fund Type: Capital Fund
Fund Number: 223

Description- The Major Buildings Fund accounts for planned, project-oriented maintenance activities related to the Village's facilities. The projects included in this fund help to ensure that the following facilities are maintained and serve the employees and the general public that use and rely on them:

- Village Hall / Fleet Garage
- Police Station
- Fire Stations (4)
- Public Works Facility
- Train Stations

FY20 Budget Considerations - Two of the Village's facilities (Police Station and Village Hall) have been determined to be in below average condition and in need of major improvements. To address the condition of these buildings, the Village Council has established *Create a Village Facilities Replacement & Sustainability Plan* as a 2019-2021 priority action item. This project will result in:

- The replacement of the existing Police Station and Village Hall
- Improvements to the intersection of Washington Street and the railroad tracks
- A financial plan including the estimated total project costs and revenues identified to pay for the project costs

Two million dollars has been allocated in this fund in FY2020 for design and other pre-construction work that the Village Council may approve. More information about this project appears in the Village's 2019-21 Long Range Plan.

The Village will continue to maintain the five other major facilities using existing revenues. A summary of funding amounts for the maintenance of the remaining facilities appears below.

FUND 223 - Major Buildings

MB-043	Facility Improvements/Maintenance - Fire Stations	215,000
MB-052	Facility Improvements/Maintenance - Public Works	220,000
MB-100	Emergency Repair Project Contingency	75,000
	Totals:	510,000

MAJOR BUILDINGS FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	1,767,947	2,671,491	2,671,491	2,797,821	1,007,821	935,321
3	Revenue						
4	Local Taxes	205,121	200,000	195,000	200,000	200,000	200,000
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	29,483	-	20,000	20,000	20,000	20,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	800,000	500,000	500,000	500,000	500,000	500,000
13	Total Revenue	1,034,604	700,000	715,000	720,000	720,000	720,000
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	1,537	-	1,500	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	129,523	380,000	512,486	270,000	402,500	255,000
21	Capital Assets	-	230,000	74,684	2,240,000	390,000	250,000
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	131,060	610,000	588,670	2,510,000	792,500	505,000
24	Net Change	903,544	90,000	126,330	(1,790,000)	(72,500)	215,000
25	Ending Fund Balance	2,671,491	2,761,491	2,797,821	1,007,821	935,321	1,150,321

Noteworthy Changes from FY19 and Other Explanations

- Local Taxes (row 4) reflects gasoline tax previously used to retire Fairview Avenue debt service, now dedicated to facilities.
- Other Financial Resources (row 12) reflects transfers from the Capital Fund.
- Controlled Assets and Capital Assets are for expenditures on Village facilities. The 2020 Budget includes \$2.0 million for expenditures related to new facilities.

REAL ESTATE FUND

Fund Type: Capital Fund
Fund Number: 226

Accounts for all financial activity related to the non-operational Village owned parcels

Description- This fund tracks property management activities for all non-operational Village owned parcels which includes the Fairview and Main Street train stations.

Recent History and Trends - Revenues are from the leases at the Main Street Station.

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	38,490	41,900	41,900	38,424	17,136	9,848
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	20,712	20,712	20,712	20,712	20,712	20,712
9	Grants	-	-	-	-	-	-
10	Interest & Claims	920	-	1,000	1,000	1,000	1,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	21,632	20,712	21,712	21,712	21,712	21,712
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	1,826	20,000	2,000	16,000	2,000	2,000
17	Professional Services	131	-	-	-	-	-
18	Other Contractual Services	16,265	17,000	23,188	27,000	27,000	27,000
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	18,222	37,000	25,188	43,000	29,000	29,000
24	Net Change	3,410	(16,288)	(3,476)	(21,288)	(7,288)	(7,288)
25	Ending Fund Balance	41,900	25,612	38,424	17,136	9,848	2,560

Noteworthy Changes from 2019 and Other Explanations

- Fees, Charges & Fines (row 8) reflects lease payments.
- Other Contractual Services (row 18) included in this line are utilities and building maintenance services.



DEBT SERVICE FUND DOWNTOWN TIF

Fund Type: Debt Service Fund
Fund Number 338

To account for the financial activity of
the Downtown TIF Debt Service

Description- The Downtown TIF Debt Service Fund is used to account for the principal and interest payments associated with all of the Village's outstanding debt series related to the improvements in the downtown TIF. The Village has sold general obligation bonds for a variety of reasons dating back to the mid-nineties for downtown improvements including the replacement of infrastructure and the construction of the parking facility.

Recent History and Trends- In FY20 revenues from this fund are derived from property tax increment from the Downtown TIF Fund and the Parking Fund. No property taxes will be levied in 2020 to pay the downtown TIF debt service payments. There has been no levy for this debt service since 2008. These series of bonds have been refunded over the past several years to take advantage of favorable interest rates. In FY13, the Village was upgraded to a AAA bond rating with a stable outlook.

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
1						
2	Beginning Fund Balance	457	-	-	-	-
3	Revenue					
4	Local Taxes	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-
7	Sales	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-
9	Grants	-	-	-	-	-
10	Interest & Claims	-	-	-	-	-
11	Contributions	-	-	-	-	-
12	Other Financial Resources	4,122,676	4,403,790	4,403,790	4,717,296	5,110,996
13	Total Revenue	4,122,676	4,403,790	4,403,790	4,717,296	5,110,996
14	Expenses					
15	Personnel	-	-	-	-	-
16	Supplies	-	-	-	-	-
17	Professional Services	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-
19	Claims, Grants, & Debt	4,123,133	4,403,790	4,403,790	4,717,296	5,110,996
20	Controlled Assets	-	-	-	-	-
21	Capital Assets	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-
23	Total Expenses	4,123,133	4,403,790	4,403,790	4,717,296	5,110,996
24	Net Change	(457)	-	-	-	-
25	Ending Fund Balance	-	-	-	-	-

Noteworthy Changes from 2019 and Other Explanations

- Other Financial Resources (row 12) reflects transfers from the Downtown TIF Fund and the Parking Fund for TIF debt payments.
- Claims, Grants, & Debt (row 19) reflects the debt payments.

DEBT SERVICE FUND CAPITAL

Fund Type: Debt Service Fund
Fund Number 339

To account for the financial activity of
Capital Debt Service

Description- The Capital Debt Service Fund is used to account for the principal and interest payments associated with all of the Village's outstanding debt related to the Fire Station 2 and the roadway improvements.

Recent History and Trends- In FY13, the Village was upgraded to a AAA bond rating with a stable outlook.

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	-	-	-	-	-	-
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	-	-	-	-	-	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	1,909,719	1,910,894	1,910,894	1,908,744	1,898,269	1,906,743
13	Total Revenue	1,909,719	1,910,894	1,910,894	1,908,744	1,898,269	1,906,743
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	1,909,719	1,910,894	1,910,894	1,908,744	1,898,269	1,906,743
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	1,909,719	1,910,894	1,910,894	1,908,744	1,898,269	1,906,743
24	Net Change	-	-	-	-	-	-
25	Ending Fund Balance	-	-	-	-	-	-

Noteworthy Changes from 2019 and Other Explanations

- Other Financial Resources (row 12) reflects transfers from the Capital Fund for debt payments.
- Claims, Grants, & Debt (row 19) reflects the debt payments

DEBT SERVICE SUMMARY

	Series 2010A	Series 2010B	Series 2013A	Series 2017	Subtotal TIF	Series 2012A	Series 2012B	Series 2014A	Series 2014B
Type	G.O.	G.O.	G.O.	G.O.		G.O.	G.O.	G.O.	G.O.
Auth. Issue	5,805,000	5,150,000	8,360,000	2,255,000		10,000,000	25,000,000	6,725,000	2,935,000
Outstanding Principal	4,235,000	2,200,000	815,000	2,205,000	9,455,000	7,085,000	16,960,000	5,185,000	2,810,000
Purpose	Refund '00, '01 Bonds	Refund 2002 Bonds	Refund 2005 Bonds	Refund 2008 B Bonds		Water System Maintenance	Road Improvements	Refund Portion Series '07 Bonds	Refund Portion Series '08A Bonds
Funding Source	TIF Increment (Prop. Taxes)	TIF Increment (Prop. Taxes)	TIF Increment (Prop. Taxes)	TIF Increment (Prop. Taxes)		Water Fund Revenues	Capital Proj. Fund Revenues	Capital Proj. Fund Revenues	Stormwater Utility Revenues
Remaining Debt Service Payments (Principal & Interest):									
FY 2020	1,710,400	1,058,200	825,187	1,123,509	4,717,296	670,250	1,246,019	662,725	119,800
FY 2021	2,757,250	1,234,200	-	1,119,546	5,110,996	671,525	1,245,919	652,350	118,900
FY 2022	-	-	-	-	-	672,350	1,245,218	661,525	118,000
FY 2023	-	-	-	-	-	672,725	1,243,918	665,025	117,100
FY 2024	-	-	-	-	-	672,650	1,246,943	663,000	116,200
FY 2025	-	-	-	-	-	672,125	1,244,293	665,450	691,525
FY 2026	-	-	-	-	-	670,812	1,245,475	662,375	687,850
FY 2027	-	-	-	-	-	668,356	1,244,888	662,988	687,837
FY 2028	-	-	-	-	-	669,994	1,242,994	661,375	680,638
FY 2029-2033	-	-	-	-	-	2,666,638	6,202,628	-	102,000
FY 2034-2038	-	-	-	-	-	-	6,177,400	-	-
Totals	4,467,650	2,292,400	825,187	2,243,055	9,828,292	8,707,425	23,585,695	5,956,813	3,439,850

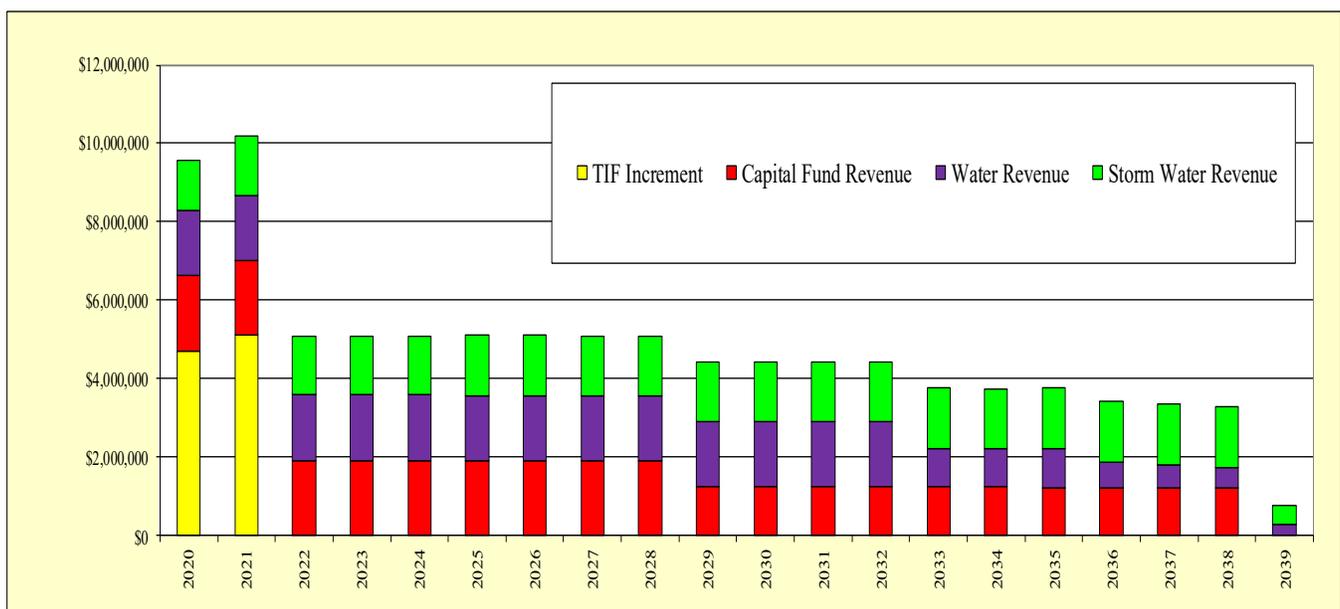
	Series 2015A	Series 2015B	Series 2016	Series 2016	Series 2017	Series 2018	Series 2019	Series 2019	Total
Type	G.O.	G.O.	G.O.	IEPA LOAN	IEPA LOAN	IEPA LOAN	IEPA LOAN	G.O.	
Auth. Issue	5,000,000	4,535,000	7,585,000	1,257,357	1,609,341	3,439,718	4,689,501	7,000,000	
Outstanding Principal	4,160,000	4,410,000	7,005,000	1,095,511	1,498,447	3,348,717	4,689,501	7,000,000	74,702,176
Purpose	Water Improvements	Refund Portion Series '08A Bonds	Refund Portion Series '08A Bonds	Water Improvements	Water Improvements	Water Improvements	Water Improvements	Stormwater Improvements	
Funding Source	Water Fund Revenues	Stormwater Utility Revenues	Stormwater Utility Revenues	Water Fund Revenues	Water Fund Revenues	Water Fund Revenues	Water Fund Revenues	Stormwater Utility Revenues	
Remaining Debt Service Payments (Principal & Interest):									
FY 2020	337,900	172,550	737,950	77,409	96,476	208,124	284,000	249,667	9,580,166
FY 2021	338,650	172,150	738,325	77,409	96,476	208,124	284,000	485,800	10,200,624
FY 2022	339,300	176,700	735,700	77,409	96,476	208,124	284,000	482,325	5,097,127
FY 2023	338,725	176,075	737,550	77,409	96,476	208,124	284,000	483,625	5,100,752
FY 2024	336,900	175,325	733,700	77,409	96,476	208,124	284,000	484,625	5,095,352
FY 2025	334,925	174,575	737,800	77,409	96,476	208,124	284,000	485,325	5,112,027
FY 2026	337,725	173,825	737,800	77,409	96,476	208,124	284,000	480,800	5,102,671
FY 2027	335,300	173,075	737,800	77,409	96,476	208,124	284,000	481,050	5,097,303
FY 2028	337,000	172,263	737,800	77,409	96,476	208,124	284,000	481,000	5,089,073
FY 2029-2033	1,666,063	4,251,412	889,000	387,045	482,382	1,040,618	1,420,000	2,421,800	21,529,586
FY 2034-2038	667,837	366,300	4,936,100	193,523	385,905	1,040,618	1,420,000	2,413,275	17,600,958
FY 2039	-	-	-	-	-	-	284,000	482,125	766,125
Totals	5,370,325	6,184,250	10,219,525	1,277,249	1,736,571	3,954,352	5,680,000	9,431,417	95,371,764

DEBT SERVICE PAYMENTS

Future debt service payments are summarized below by Governmental and Business-type Activities.

	Governmental Activities		Business-type Activities		Total
	Principal	Interest	Principal	Interest	
2020	\$ 5,615,000	\$ 1,011,040	\$ 1,469,337	\$ 1,484,789	\$ 9,580,166
2021	\$ 6,205,000	\$ 804,265	\$ 1,789,245	\$ 1,402,114	\$ 10,200,624
2022	\$ 1,240,000	\$ 666,743	\$ 1,839,240	\$ 1,351,144	\$ 5,097,127
2023	\$ 1,280,000	\$ 628,943	\$ 1,894,323	\$ 1,297,486	\$ 5,100,752
2024	\$ 1,320,000	\$ 589,943	\$ 1,944,495	\$ 1,240,914	\$ 5,095,352
2025	\$ 1,360,000	\$ 549,743	\$ 2,019,758	\$ 1,182,526	\$ 5,112,027
2026	\$ 1,400,000	\$ 507,850	\$ 2,070,114	\$ 1,124,707	\$ 5,102,671
2027	\$ 1,445,000	\$ 462,876	\$ 2,125,565	\$ 1,063,862	\$ 5,097,303
2028	\$ 1,490,000	\$ 414,369	\$ 2,186,111	\$ 998,593	\$ 5,089,073
2029	\$ 870,000	\$ 374,663	\$ 2,256,755	\$ 929,111	\$ 4,430,529
2030	\$ 895,000	\$ 344,878	\$ 2,342,498	\$ 856,717	\$ 4,439,093
2031	\$ 925,000	\$ 313,587	\$ 2,423,342	\$ 781,442	\$ 4,443,371
2032	\$ 960,000	\$ 280,600	\$ 2,499,290	\$ 703,193	\$ 4,443,083
2033	\$ 995,000	\$ 243,900	\$ 1,900,342	\$ 634,267	\$ 3,773,509
2034	\$ 1,035,000	\$ 203,300	\$ 1,941,500	\$ 574,020	\$ 3,753,820
2035	\$ 1,075,000	\$ 161,100	\$ 2,042,768	\$ 509,116	\$ 3,787,984
2036	\$ 1,120,000	\$ 117,200	\$ 1,730,441	\$ 446,239	\$ 3,413,880
2037	\$ 1,160,000	\$ 71,600	\$ 1,752,143	\$ 388,157	\$ 3,371,900
2038	\$ 1,210,000	\$ 24,200	\$ 1,710,408	\$ 328,765	\$ 3,273,373
2039	\$ -	\$ -	\$ 475,000	\$ 291,125	\$ 766,125
	\$ 31,600,000	\$ 7,770,800	\$ 38,412,675	\$ 17,588,287	\$ 95,371,762

Debt Service Future Payments By Source



STORMWATER FUND

Fund Type: Enterprise Fund
Fund Number: 443

To account for revenues and expenses associated with operating the Village's stormwater system

Description- The Stormwater Fund accounts for all stormwater related revenues and expenses including the maintenance of stormwater infrastructure and personnel expenses. Since 2013 the Stormwater Fund has been supported nearly exclusively through fees with revenues generated through utility bills. These revenues are used for capital improvements as well as the maintenance and operating costs of the stormwater infrastructure system which consists of approximately:

- 7,000 drainage structures
- 315 stormwater detention facilities
- 130 miles of storm sewer pipes
- 12 miles of streams
- 140 miles of roadway ditches
- 47,000 feet of culverts

Recent History and Trends - The Stormwater Fund was created in 2008 as a capital fund to address stormwater infrastructure needs. \$25 million was issued for stormwater bonds in 2008 to pay for identified stormwater capital projects. Revenues from property taxes and from the home rule sales tax were used for this bond's debt repayment. Since 2008, the Village has completed 78 stormwater infrastructure projects at a cost of \$37.7 million. These projects included system capital maintenance as well as projects that increased the capacity of the system.

In 2012 the Village worked with the Municipal and Financial Services Group to create a plan for the implementation of a stormwater utility. The plan called for a stormwater fee that would cover the cost of future capital projects, debt service related to those projects, and operations and maintenance costs. In 2013 the fund was converted to an enterprise fund when the Village created the stormwater utility. The utility is an equitable method of collecting revenue based on each property's impact to the stormwater system and provides credits and incentives to reduce the cost of the fee for property owners who take action to reduce runoff from their property.

FY20 Budget Considerations - Per the Stormwater Utility Report, dated January 29, 2016, this budget includes revenue and expenses for capital projects and operations and maintenance. Capital projects include new stormwater storage, streambank stabilization, storm sewer expansion and replacement, major refurbishment or repairs to existing assets, property acquisition and debt service payments. Operations and maintenance includes in-house operations (such as engineering and customer service) street sweeping, ditch maintenance, stream cleaning and maintenance, storm sewer inspection and cleaning and detention basin cleaning and vegetation management.

Capital Projects - The Village will complete the non-flood plain projects from the 2014 Stormwater Project Analysis in 2020 which are funded from a 2019 debt issuance of \$7.0 million. In 2020, Council will develop a new capital projects plan for the next few years. A \$10 million debt issuance is budgeted In 2021 for this plan.

See the Community Investment Plan in Section 6 for more details.

STORMWATER FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Cash Balance	4,616,889	3,654,303	3,654,303	5,567,613	1,125,943	9,842,351
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	10,000	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	4,354,441	4,595,000	4,635,000	5,035,000	5,470,000	5,935,000
9	Grants	196,388	345,950	-	420,221	-	-
10	Interest & Claims	52,302	10,000	50,000	10,000	10,000	10,000
11	Contributions	100,136	110,000	75,000	75,000	75,000	75,000
12	Other Financial Resources	-	7,000,000	7,106,014	-	10,000,000	-
13	Total Revenue	4,713,267	12,060,950	11,866,014	5,540,221	15,555,000	6,020,000
14	Expenses						
15	Personnel	941,289	1,083,294	944,116	1,145,856	1,173,423	1,201,669
16	Supplies	68,506	75,995	74,595	75,545	75,545	75,995
17	Professional Services	68,226	723,475	310,670	256,845	108,565	107,495
18	Other Contractual Services	319,879	448,150	445,650	883,870	888,870	893,400
19	Claims, Grants, & Debt	962,047	1,601,083	1,591,083	1,796,275	2,052,189	2,068,715
20	Controlled Assets	204,337	780,950	582,425	281,500	285,000	285,000
21	Capital Assets	346,726	5,835,000	6,004,165	5,542,000	2,255,000	3,830,000
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	2,911,010	10,547,947	9,952,704	9,981,891	6,838,592	8,462,274
24	Net Change		1,513,003	1,913,310	(4,441,670)	8,716,408	(2,442,274)
25	Ending Cash Balance	3,654,303	5,167,306	5,567,613	1,125,943	9,842,351	7,400,077

Noteworthy Changes from FY19 and Other Explanations

- Fees, Charges & Fines (row 8) are stormwater fees of \$5.0 million in 2020
- Grants (row 9) in 2018 is for a Hazard Mitigation Grant, and in 2019 and 2020 for Streambank Improvements.
- Contributions (row 11) are Developer Contributions for Site Run-off.
- Other Financial Resources (row 12) FY19 includes a \$7.0 million debt issuance in 2019 and \$106,000 premium received for the debt. \$10 million is anticipated in 2021 for future projects.
- Personnel (row 15): There are 12.59 employees in this fund– 5 Maintenance Worker I, 2 Maintenance Worker II, .50 Engineering Manager, 1.0 PW Technician, 1.25 Stormwater Administrators, 1 Staff Engineer 1, 1 Staff Engineer II, .50 GIS Technician and .34 Seasonal Employees.
- Supplies (row 16) includes costs of drainage inlets, drainage structures, backfill material, pipes, restoration material.
- Professional Services (row 17) is primarily for engineering services.
- Other Contractual Services (row 18) includes roadway ditch cleaning, street sweeping, catch basin restoration and hauling.
- Claims, Grants & Debt (row 19) includes \$1.16 million for stormwater debt plus transfers for fleet maintenance and equipment.
- Controlled Assets (row 20) and Capital Assets (row 21) are primarily for capital projects in the Community Investment Plan.

STORMWATER

FUND 443 - Stormwater Fund

DR-024	Streambank Improvements, St Joseph Creek, Main Branch	60,000
P-017	Forest North Lot Reconstruction	50,000
SW-051	Neighborhood Drainage Improvements Cost- Share Program	85,000
SW-069	Green Streets/Sustainable Storm Water Pro- gram	42,000
SW-070	Storm Sewer Replacement, Annual Element	750,000
SW-073	Downtown Water Quality Improvements	50,000
SW-080	Identified Future Drainage and Floodplain Im- provements	2,350,000
SW-085	Dredging of Prince Pond	900,000
SW-086	Future Drainage and Floodplain Improvements	150,000
SW-088	Streambank Improvements, St Joseph Creek, South Branch	1,400,000
Sub Totals:		5,837,000
<u>Grants Anticipated</u>		
SW-088	Streambank Improvements, St Joseph Creek, South Branch	(420,220)
Totals:		5,416,780



PARKING FUND

Fund Type: Enterprise Fund
Fund Number: 471

To account for revenues and expenses associated with maintaining the parking deck and all on/off-street parking facilities

Description - The Parking Fund accounts for all parking-related revenues and expenses including parking enforcement, utilities for the parking deck, maintenance costs and infrastructure.

As an Enterprise Fund, the Parking Fund is supported through fees for parking and parking tickets. The Main Street, Belmont and Fairview train stations provide Metra rail service from Aurora to Chicago. Parking is available at all three stations through a combination of permits, daily parking and parking meters.

Recent History and Trends - The following actions have been taken to maintain and enhance the Village's parking system:

- In 2015, the Village prepared a parking deck maintenance plan, to provide detailed recommendations for work to be performed to maintain the Village parking deck, which was constructed in 2004. Maintenance activities as recommended by the plan have been completed since 2016.
- In 2017, the Village launched a pay-by-phone reservation system for Downtown commuter parking spaces. This system has proven successful, with at or near capacity on weekdays with heavy commuting activity.
- In 2019, the Village initiated a parking study to review the operations of the parking system, particularly in light of recent redevelopment and changing retail patterns within the Downtown. Results from the study are expected by December 2019.

FY20 Budget Considerations – The 2020 CIP includes reconstruction of Forest North Lot, continued Parking Deck maintenance, and a replacement of the security camera system.

FUND 471 - Parking Fund		
P-010	Parking Lot Improvements, Annual Element	55,000
P-013	Parking Deck Maintenance	100,000
P-017	Forest North Lot Reconstruction	435,000
PS-004	Village Facilities Security Cameras	250,000
Totals:		840,000

PARKING FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Cash Balance	1,788,425	1,854,390	1,854,390	2,041,180	1,454,581	1,568,539
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	46,875	-	-	-	-	-
7	Sales	1,451,557	1,479,500	1,404,962	1,423,500	1,438,725	1,454,407
8	Fees, Charges & Fines	233,047	225,000	181,753	205,000	210,000	215,000
9	Grants	-	-	-	-	-	-
10	Interest & Claims	22,879	8,000	25,000	25,000	27,000	27,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	1,754,358	1,712,500	1,611,715	1,653,500	1,675,725	1,696,407
14	Expenses						
15	Personnel	188,155	190,457	169,417	180,133	184,512	188,999
16	Supplies	7,499	15,738	13,388	15,863	15,863	15,863
17	Professional Services	115,894	88,538	118,969	91,820	91,820	91,820
18	Other Contractual Services	106,911	160,160	131,155	163,675	137,675	138,600
19	Claims, Grants, & Debt	26,112	22,509	22,509	27,621	28,621	29,561
20	Controlled Assets	123,682	283,000	99,000	233,000	244,000	244,000
21	Capital Assets	57,531	460,000	27,500	685,000	-	-
22	Other Financial Uses	842,988	842,987	842,987	842,987	859,276	576,055
23	Total Expenses	1,468,772	2,063,389	1,424,925	2,240,099	1,561,767	1,284,898
24	Net Change		(350,889)	186,790	(586,599)	113,958	411,509
25	Ending Cash Balance	1,854,390	1,503,501	2,041,180	1,454,581	1,568,539	1,980,048

Noteworthy Changes from 2019 and Other Explanations

- Sales (row 7) reflects parking fees.
- Fees, Charges & Fines (row 8) reflects revenues from parking fines.
- Personnel (row 15): There are 2.5 employees in this fund, 1 CSO I, and 1.5 CSO II.
- Professional Services (row 17) primarily includes charges for phone lines and credit card processing fees. In 2018 \$25,000 was spent for parking lot pavement assessment services.
- Other Contractual Services (row 18) includes utilities in the Parking Deck, plus maintenance services (security cameras, pay stations, parking fare terminals, deck). The 2020 Budget includes an upgrade of the License Plate Recognition software for \$33,000.
- Claims, Grants, & Debt (row 19) includes transfers for fleet, equipment, and risk.
- Controlled Assets (row 20) and Capital Assets (row 21) is primarily for capital projects in the CIP.
- Other Financial Uses (row 22) includes a transfer for debt service of \$300,000 for the Parking Deck and Administrative Transfers.

WATER FUND

A fund to account for all revenues and expenses associated with delivering water to customers

Fund Type: Enterprise

Fund Number: 481

Description- The Water Fund accounts for all water-related revenues and expenses including the purchase of water, maintenance of water distribution infrastructure and personnel expenses. As an Enterprise Fund, the Water Fund is supported solely through fees for water sales and services. Revenues are generated through bi-monthly utility bills. The Village purchases water from the DuPage Water Commission (DWC), an independent unit of government responsible for providing Lake Michigan water to municipalities and other customers in DuPage County. The Village, along with 23 other municipalities, entered into a wholesale water purchase agreement with the Water Commission in 1986.

Recent History and Trends- In 2010 the Village conducted a water rate study with the assistance of the consultant Municipal & Financial Services Group (M&FSG). Through the study, the Village determined that water rates as of 2010 were not generating adequate revenues to cover the costs of operating and maintaining the water system in 2011 or during subsequent years. The study concluded that the Village should restructure the water rates to include a fixed-rate fee based on meter size, increase water rates, make needed improvements to the water system, and issue bonds at regular intervals to pay for water system improvements.

The Village changed the water billing structure in 2011 and increased rates in subsequent years. To continue to construct replacement watermains throughout the system, the Village issued \$10 million in bonds in 2012 and \$5 million in 2015. In 2016 the Village entered into an agreement with the IEPA for low interest water loans from 2016-2020. The debt service payments on these borrowings are funded by the revenue from water rates. Since the cost of these borrowings are below market rates and are less than projected in the M&FSG model the Village has been able to defer a rate increases since the cost of maintaining the infrastructure has decreased.

FY20 Budget Considerations- FY20 will include the fifth of five years of projects funded using the low interest IEPA loans. In order to prepare for another five year plan with the IEPA, in FY19 the Village conducted an update to the water rate study. The following are findings from the study:

- The Village has made significant strides in addressing the needs of the water system with annual investments in infrastructure
- The Village has been effective at leveraging low interest loans from the IEPA
- The total costs of operating the water system are largely fixed at approximately 50% and the current rate structure gets 12% of revenues from a fixed charge.
- The Village has experienced an overall annual reduction in water sales for the last five years

The study recommends that water revenues should be increased in FY2020 (effective 7/1/20) and subsequent years by 4.6%. The adjustment to the fixed charges would bring the revenue collection from the fixed charge to approximately 15% of the total rate revenue in five years. This is to continue proactive management of the water system through infrastructure investment, ensure the opportunity to utilize low interest rate loans from the IEPA, maintain minimum cash balance and offset the decline in usage.

FUND 481 Water Fund

WA-028	Watermain Replacement, Annual Element	5,000,000
WP-010	Water Facility Maintenance, Annual Element	225,000
WP-011	Existing Well Rehab	105,000
WP-018	SCADA System Maintenance	250,000
WP-019	Water Storage Tank Rehabilitation & Maintenance	50,000
WP-022	U.S. EPA Risk Assessment and Emergency Response Plan	50,000

Totals: 5,680,000

Water Fund

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
1						
2	Beginning Cash Balance	10,450,046	11,020,043	11,020,043	9,553,308	8,039,488
3	Revenue					
4	Local Taxes	-	-	-	-	-
5	License & Permit Revenues	540	500	500	500	500
6	Intergovernmental Revenues	-	-	-	-	-
7	Sales	15,147,514	15,449,784	15,226,614	15,556,938	16,091,606
8	Fees, Charges & Fines	257,580	205,500	205,500	205,500	205,500
9	Grants	-	-	-	-	-
10	Interest & Claims	108,572	70,000	101,540	93,287	78,454
11	Contributions	-	-	-	-	-
12	Other Financial Resources	-	4,823,250	4,552,914	3,500,000	3,900,000
13	Total Revenue	15,514,206	20,549,034	20,087,068	19,356,225	20,276,060
14	Expenses					
15	Personnel	1,719,983	1,887,987	1,809,040	1,810,067	1,914,644
16	Supplies	9,070,719	9,372,765	8,805,888	8,992,132	9,166,528
17	Professional Services	218,672	381,328	320,763	455,400	353,521
18	Other Contractual Services	504,439	683,570	694,340	763,042	759,778
19	Claims, Grants, & Debt	575,377	1,556,856	1,794,936	2,039,264	2,271,648
20	Controlled Assets	103,159	478,200	338,200	548,700	276,000
21	Capital Assets	1,435,727	8,101,500	6,719,196	5,190,000	6,600,000
22	Other Financial Uses	1,071,444	1,071,440	1,071,440	1,071,440	1,103,583
23	Total Expenses	14,699,520	23,533,646	21,553,803	20,870,045	22,445,702
24	Net Change		(2,984,612)	(1,466,735)	(1,513,820)	(2,169,642)
25	Ending Cash Balance	11,020,043	8,035,431	9,553,308	8,039,488	5,869,846

MAJOR CHANGES FROM FY19 AND OTHER NOTES

- Sales (row 7) is from the sale of water. The budget includes a rate increase of 4.6% effective 7/1/2020 as recommended in the water rate study.
- Fees Charges & fines (row 8) is from commercial water permit activity.
- Other Financial Resources (row 12) reflects proceeds from the IEPA loan.
- Personnel (row 15): There are 18.33 employees in this fund 1 Water Billing Specialist, .75 Admin Secretary II, .25 Finance Manager, 1/4 GIS Specialist, 5 Maintenance Worker I, 2 Maintenance Worker II, 1 Manager, 1 Supervisor, 1 PW Technician, .25 Engineering Manager, 1 Staff Engineer, 1 Water Supply Specialist, 1 Permit Technician, 1 Customer Service Specialist, .5 GIS Technician, .83 FTE Seasonal employees and .5 Management Intern.
- Supplies (row 16): The purchase of water from the DWC is in this account.
- Professional Services (row 17) includes water tower inspections, backflow/cross connections control, water samples and leak detection.
- Other Contractual Services (row 18) includes large meter testing, water valve assessment, hydrant inspection and painting, and street/parkway restoration.
- Claims, Grant, & Debt (row 19) reflects debt payments, plus transfers for costs for fleet maintenance, equipment, and risk.
- Controlled Assets (row 20) and Capital Assets (row 21) are primarily for capital projects in the CIP.
- Other Financial Uses (row 22) is for Administrative Transfers.
- **NOTE-Cash balances were built up to allow for cash funding of Capital projects, which will be spent over the next few years.**

EQUIPMENT REPLACEMENT

Fund Type: Internal Service Fund
Fund Number: 530

Provides a systematic method of replacing equipment and leveling the costs of replacing such equipment

Description- This fund provides a dedicated funding source for equipment that is replaced on a routine basis. It allows for items to be replaced when warranted versus when funds are available. Village departments “pre-fund” for equipment purchases by making payments to this fund for equipment that they use. This fund is used to purchase vehicles, computer equipment and fire equipment.

Each year, the schedule of equipment to be replaced is assessed to determine if an item should be replaced or deferred to a future year. Vehicles and equipment budgeted to be purchased in FY 2020 total \$2,202,900.

Recent History and Trends- The Village identified strategies to maximize the impact of equipment replacement. The Village has identified operating efficiencies and continues to improve by replacing equipment at the optimum point in its lifecycle to avoid unplanned down time of equipment that is being repaired and prevent maintenance costs from increasing due to labor and replacement parts.

The Village currently owns 19 Compressed Natural Gas (CNG) vehicles including two 5-ton snow plows, two 1-ton snow plows and 3 bi-fuel Chevy Tahoes. The Village also owns 13 Hybrid vehicles, with 2 of them being plug-in Hybrids. 2 electric vehicle charging stations were added at the Police Department to accommodate the new plug-ins as well as future plug-in vehicles. 5 More Hybrids will be purchased in 2020 as the Village moves to electrify more of the Fleet. These types of vehicles have a longer useful life than vehicles that run on conventional fuels alone, since they run cleaner and more efficiently. This also results in savings on maintenance. The Village also uses B20 Biodiesel, another alternative fuel, in all of its diesel vehicles.

Moving forward, the Village will continue to purchase alternative fuel vehicles, monitor trends in computer hardware to find other opportunities for cost savings, and explore new avenues to increase efficiencies.

In FY18, three vehicles were eliminated from the Police Department as a result of efficiencies gained from restructuring the Patrol shift from eight to twelve hours. An additional vehicle was eliminated in 2019.

EQUIPMENT REPLACEMENT FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Cash Balance	1,976,893	2,141,768	2,141,768	1,917,579	1,269,097	1,127,328
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	1,429,605	1,499,815	1,628,818	1,530,218	1,750,044	1,849,977
9	Grants	-	-	-	-	-	-
10	Interest & Claims	24,717	200	10,000	200	200	200
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	118,129	29,000	-	29,000	29,000	29,000
13	Total Revenue	1,572,451	1,529,015	1,638,818	1,559,418	1,779,244	1,879,177
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	447,564	273,250	234,865	331,900	171,013	142,543
21	Capital Assets	1,063,019	1,742,250	1,628,142	1,876,000	1,750,000	1,813,000
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	1,510,583	2,015,500	1,863,007	2,207,900	1,921,013	1,955,543
24	Net Change		(486,485)	(224,189)	(648,482)	(141,769)	(76,366)
25	Ending Cash Balance	2,141,768	1,655,283	1,917,579	1,269,097	1,127,328	1,050,962

2018 represents the audited year end numbers determined on an accrual basis and consistent with the 2018 Comprehensive Annual Financial Report. Figures in every other fiscal year are presented on a cash basis.

Noteworthy Changes from 2019 and Other Explanations

- Fees, Charges & Fines (row 8) reflects charges to Village departments for their costs of equipment.
- Other Financial Resources (row 12) reflects the proceeds on disposal of equipment.
- Controlled Assets (row 20) and Capital Assets (row 21) reflects the equipment purchases.

FLEET SERVICES FUND

Fund Type: Internal Service Fund

Fund Number: 531

Accounts for the costs of maintaining and operating the Village's fleet

Description- The Village provides services that require the use of vehicles and equipment. From fire and police to watermain repairs, services cannot be provided without a well-maintained and efficient fleet. To ensure this occurs, Public Works operates a garage for vehicle and equipment maintenance and repair. The Public Works facility also has a fueling station with pumps for Bio-Diesel, unleaded gas, and Compressed Natural Gas (CNG).

The Village has a fleet of 175 vehicles and equipment. There are 7 employees in this fund (6.25 FTEs), a Fleet Services Manager, 5 Fleet Maintenance Technicians, and costs for an Administrative Secretary.

The primary revenue to this fund is from charges to Village departments for maintenance performed on their vehicles and equipment. The revenue budget is based on anticipated service requirements based on historical analysis.

Recent History and Trends- Past long-range planning processes identified several strategies for the Fleet Services fund.

Strategies identified:

- Increase Operating Efficiencies
- Continuous Improvement
- Culture of Lean
- Increase Use of Technology
- Capture Economy of Scale
- Enhance Revenues
- Reduce Net Operating Expenses

Fleet Operations staff have been proactive in developing and implementing innovative ideas aimed at maintaining and improving the fleet. Examples of these ideas include nitrogen tire fills for all Village vehicles for improved gas mileage and longer life of tires, installing interior cab warming devices in snowplows to avoid idling in cold weather, installing a higher-capacity CNG station at Public Works to increase Village capacity for additional CNG vehicles, and heating of fleet operations with used motor oil. The Village has also installed solar heating panels on the side of the fleet facility, continued purchasing fuel-efficient vehicles as older vehicles are replaced, including the first 5-ton CNG snowplow in the Midwest, and entered into intergovernmental agreements with SEASPAR, Park District, and District 58 for fleet maintenance.

The Village's conversion to alternative fuels has reduced costs. In addition, the Village has experienced a reduction in fuel usage since installation of DriveCam technology, a driver safety program, in all non-emergency vehicles.

In FY15, the Village outsourced its fleet parts management and inventory program to the NAPA vendor-managed inventory program, reducing headcount by .60 FTE and improving efficiencies in the Fleet Department.

The Village of Downers Grove has been selected as one of the top 50 Greenest Fleets in North America from 2013-2019. Each year the Government Green Fleet Award ranks the top 50 fleets for their dedicated use of alternative fuels and sustainable fleet practices. The Village also received the Green Fleet Leadership Award in 2018 from the Chicago Area Clean Cities Coalition in recognition of excellence in green fleet management for the most improved petroleum reduction.

FLEET SERVICES FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Cash Balance	471,989	347,474	347,474	248,121	264,366	286,726
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	81,708	53,000	62,000	56,000	56,000	56,000
8	Fees, Charges & Fines	1,621,675	1,780,000	1,750,500	1,905,000	1,951,874	1,999,921
9	Grants	-	-	-	-	-	-
10	Interest & Claims	6,148	500	1,000	500	500	500
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	1,709,531	1,833,500	1,813,500	1,961,500	2,008,374	2,056,421
14	Expenses						
15	Personnel	767,961	763,510	757,500	779,884	817,757	836,075
16	Supplies	716,334	731,250	676,500	738,825	738,825	738,825
17	Professional Services	45,793	41,125	40,900	43,750	43,750	43,750
18	Other Contractual Services	158,756	185,205	166,005	168,900	168,900	168,900
19	Claims, Grants, & Debt	36,443	37,622	30,622	39,970	41,452	42,803
20	Controlled Assets	37,999	49,000	44,500	57,100	55,000	55,000
21	Capital Assets	17,763	25,000	80,000	-	-	-
22	Other Financial Uses	116,832	116,826	116,826	116,826	120,330	123,940
23	Total Expenses	1,897,881	1,949,538	1,912,853	1,945,255	1,986,014	2,009,293
24	Net Change		(116,038)	(99,353)	16,245	22,360	47,128
25	Ending Cash Balance	347,474	231,436	248,121	264,366	286,726	333,854

Noteworthy Changes from 2019 and Other Explanations

- Sales (row 7) reflects monies received from other government agencies for the joint purchasing of fuel.
- Fees, Charges & Fines (row 8) reflects charges to Village departments for their costs of vehicle maintenance and the fees charged to SEASPAR, District 58 and the Park District for the maintenance of their fleets.
- Personnel Costs (row 15) 1 Fleet Manager, 5 Fleet Maintenance Technicians, and .25 Administrative Secretary II.
- Supplies (row 16): Included in this line item is the cost of fuel.
- Professional Services (row 17) includes a management fee for the vendor managed inventory contract.
- Other Contractual Services (row 18) includes costs for outside labor for vehicle repair, and operational costs for the vendor managed inventory contract.
- Claims, Grants, & Debt (row 19) includes workers compensation costs.
- Controlled Assets (row 20) includes costs for maintenance of the fuel island.
- Capital Assets (row 21) in 2019 includes \$80,000 for a CNG Compressor which was ordered and budgeted in 2018, but not received until 2019.

RISK MANAGEMENT FUND

Fund Type: Internal Service Fund
Fund Number: 562

Accounts for all financial activity related to the Village's Risk Management program

Description– The Risk Management Fund accounts for financial activity related to the Village's workers' compensation and liability insurance program, management of all Village liability claims, and employee safety training programs.

The Village is self-insured for health insurance and risk. This means that it pays for claims (healthcare costs, workers compensation claims and other liabilities) on a cash basis, rather than by paying premiums to an insurance company. The Village sets aside money each year to pay for claims.

Recent History and Trends– The Village has taken steps to enhance employee safety and training while simultaneously reducing the cost of claims. These actions include:

- The creation of a risk-reduction program as a strategy for reducing personnel expenses
- Reduced legal costs by using the Assistant Village Attorney for workers' compensation claims
- Reduced claims frequency which led to a reduction in the annual service fee from claims processor
- Conducted a loss-control audit of Village departments
- Created an employee safety committee
- Implemented a supervisor safety training course
- Developed Village-wide risk management plan
- Brought Property and Casualty insurance program into concurrence with the Village's fiscal year calendar
- Established the Internal Risk Management Strategy team
- Trained all Village employees in the risk reduction strategy and concepts of workers compensation
- Held Slip/Trip/Fall awareness training which led to a reduction in slip/trip/fall incidents
- In 2017, held first annual Safety Superbowl and first annual Nationals Safety Month Education and Awareness Campaign
- Developed ERM, enterprise risk management goals and tracking tool
- Delivered ergonomics and injury prevention training
- First ever proclamation for the month of June as National Safety Month
- Updated and obtained funding for fire department Physical Fitness Program

Long Range Plan– To develop and implement enterprise risk management strategies to enhance our existing risk and safety programs which will reduce the cost of risks.

Future Actions-

- Enhance the Village's medical treatment program
- Implement Risk Assessment practices and mitigation strategies

RISK MANAGEMENT FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Cash Balance	1,608,295	1,445,953	1,445,953	1,975,959	1,347,265	950,595
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	2,332,850	2,322,954	2,325,354	1,700,000	1,951,002	2,003,532
9	Grants	-	-	-	-	-	-
10	Interest & Claims	12,737	-	21,000	6,000	6,000	6,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	2,345,587	2,322,954	2,346,354	1,706,000	1,957,002	2,009,532
14	Expenses						
15	Personnel	133,159	133,500	133,188	137,750	141,194	144,724
16	Supplies	866	800	350	800	800	800
17	Professional Services	72,764	117,200	79,375	99,495	100,075	99,630
18	Other Contractual Services	569,398	642,084	602,426	665,623	680,560	704,560
19	Claims, Grants, & Debt	958,541	1,631,009	1,001,009	1,431,026	1,431,043	1,431,057
20	Controlled Assets	5,724	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	1,740,452	2,524,593	1,816,348	2,334,694	2,353,672	2,380,771
24	Net Change		(201,639)	530,006	(628,694)	(396,670)	(371,239)
25	Ending Cash Balance	1,445,953	1,244,314	1,975,959	1,347,265	950,595	579,356

Noteworthy Changes from 2019 and Other Explanations

- Fees, Charges and Fines (row 8) reflects charges to Village departments. They decreased in 2020 due to a reduction in workers compensation claims.
- Personnel Expenses (row 15) are costs for one Risk Manager.
- Professional Services (row 17) includes fees for the risk broker, third party claims administrator, and costs for appraisals and assessments.
- Other Contractual Services (row 18) in the 2020 Budget includes premiums for insurance coverage (\$595,000), DriveCam monitoring fee (\$40,500) and funds to be used by the Accident Review Team for safety (\$30,000).
- Claims, Grants & Debt (row 19) Since the Village is self-insured, claims fluctuate based on accident history.

HEALTH INSURANCE FUND

Fund Type: Internal Service Fund
Fund Number: 563

Accounts for all financial activity related to the Village-administered health plan for employees and participating partner agencies

Description- The Health Insurance Fund accounts for financial activity related to the Village's self-insured medical, dental, vision and life insurance plans. Claims and program administration is managed through a combination of internal staff and contractual support. The Village provides coverage for the following entities in addition to eligible Village employees and retirees:

- Downers Grove Public Library
- Downers Grove Park District
- Economic Development Corporation

There is one employee in this fund, an Assistant Human Resources Director.

Long-Range Plan- Recent activity and future plans in this fund relate directly to the following General Fund LRP strategies:

- Reduce personnel expenses
- Partner with others

The following describes how specific strategies and actions have improved results related to the issues as they apply to this fund.

Issues identified:

- Health insurance costs represent a significant personnel expense which, if not effectively managed, will continue to grow at the industry trend of 6-8% per year.

Strategies identified:

- Initiate and maintain an interdepartmental and inter-agency focus on improving employee well-being and driving down costs related to health insurance expenses.

Actions taken:

- Converted to Blue Cross Blue Shield (BCBS) as the Village's health provider network in 2011
- Renewed BCBS as the Village's Health Provider Network
- Created employee wellness initiative in 2012
- Implemented a fully insured program for retirees over 65 in 2014 which reduced GASB 45 liability by 40%
- Created employee tiered premium structure in 2014
- Implemented BCBS Benefits Value Advisor program which assists employees and their family with health care decision-making to help improve quality of care and achieve cost savings
- Added Virtual Visits to the plan, as a low cost option for simple non-emergency medical and behavioral conditions that can be addressed via telephone, online video or mobile app
- Created an OPEB Trust

Future actions:

- Continue to work with health insurance consultant on wellness initiatives
- Monitor for changes to the Affordable Care Act
- Build on partnerships to achieve strategies

HEALTH INSURANCE FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Cash Balance	1,828,401	3,259,713	3,259,713	3,170,253	2,873,081	2,488,132
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	1,967,203	2,421,900	2,429,774	2,435,900	2,536,400	2,636,400
8	Fees, Charges & Fines	6,950,441	5,614,715	5,626,087	6,009,349	5,976,140	6,120,522
9	Grants	-	-	-	-	-	-
10	Interest & Claims	22,096	6,000	25,000	10,000	10,000	10,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	8,939,740	8,042,615	8,080,861	8,455,249	8,522,540	8,766,922
14	Expenses						
15	Personnel	96,158	101,489	101,346	104,733	107,352	110,035
16	Supplies	-	-	-	-	-	-
17	Professional Services	535,562	527,720	525,567	554,238	554,238	554,238
18	Other Contractual Services	948,684	1,015,424	1,021,645	1,264,336	1,264,336	1,264,336
19	Claims, Grants, & Debt	5,778,561	6,307,955	6,141,360	6,448,711	6,598,747	6,748,777
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	80,400	380,403	380,403	380,403	382,816	385,300
23	Total Expenses	7,439,365	8,332,991	8,170,321	8,752,421	8,907,489	9,062,686
24	Net Change		(290,376)	(89,460)	(297,172)	(384,949)	(295,764)
25	Ending Cash Balance	3,259,713	2,969,337	3,170,253	2,873,081	2,488,132	2,192,368

Noteworthy Changes from 2019 and Other Explanations

- Sales (row 7) reflects employee portion of premium plus payments from the Library, Park District, and EDC.
- Fees, Charges & Fines (row 8) reflects employer (the Village of Downers Grove) contribution for employee health premiums.
- Personnel (row 15): Charged to this fund is the Assistant HR Director in the Human Resources Department.
- Professional Services (row 17) primarily includes costs for the plan administration, the health insurance consultant, Employee Assistance Program (EAP), and the wellness initiative.
- Other Contractual Services (row 18) is for premiums for stop-loss coverage, Life, LTD and AD&D and Vision.
- Claims, Grants, & Debt (row 19) reflects claims paid by the Village's self-insured plan through the Blue Cross Blue Shield network and for dental claims through Delta Dental.
- Other Financial Uses (line 22) include Administrative Transfers and contributions to the OPEB Trust for \$300,000.

POLICE PENSION FUND

Fund Type: Trust & Agency Fund
Fund Number: 651

A designated trust fund for the safe-keeping and operations of the local Police Pension system

Description- Sworn police officers participate in the Police Pension Plan. The plan provides retirement benefits as well as death and disability benefits. It is a single-employer defined benefit plan whose benefits and employee and employer contribution levels are mandated by the State of Illinois.

As of the 2018 audit, the Police Pension Plan has \$52.4 million in net assets and was 51.3% funded. Pensions are funded by employees contributions of 9.91% of pay, earnings on fund investments, and the Village contribution based upon actuarial tax levy estimates from an independent actuary through a property tax levy. The Village contributes 100% of the required contribution each year.

The fund is administered by a separate Police pension board, composed of two active officers, one retired officer, two appointees of the Mayor, and the Treasurer of the Village is an ex-officio member. The pension fund investments are managed by professional investment managers.

Long-Range Plan- Previous long-range planning sessions identified reducing personnel expenses as a high priority. The following describes how specific strategies and actions have improved results related to the issues as they apply to this fund.

Issues identified:

- Personnel expenses comprise 77% of the General Fund budget.
- The Village is unable to adjust the benefit levels of this plan, as levels are mandated by the state.

Strategies identified:

- Maintain health of fund by complying with state law
- Continue to monitor staffing levels

Actions taken:

- Sworn officers have been reduced from 81 in 2008 to 71 in 2020.

POLICE PENSION FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	55,608,673	52,402,379	52,402,379	56,472,836	56,559,638	56,830,522
3	<u>Revenue</u>						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	1,572	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	1,149,147	1,000,000	581,219	1,000,000	1,000,000	1,100,000
11	Contributions	3,823,009	4,054,800	4,020,000	4,289,500	4,979,585	5,230,273
12	Other Financial Resources	(3,418,395)	500,000	4,760,894	500,000	500,000	500,000
13	Total Revenue	1,555,333	5,554,800	9,362,113	5,789,500	6,479,585	6,830,273
14	<u>Expenses</u>						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	100	100	100	100	100
17	Professional Services	202,912	200,406	207,995	207,581	213,334	219,261
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	4,558,715	5,177,115	5,083,561	5,495,017	5,995,267	6,510,525
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	4,761,627	5,377,621	5,291,656	5,702,698	6,208,701	6,729,886
24	Net Change	(3,206,294)	177,179	4,070,457	86,802	270,884	100,387
25	Ending Fund Balance	52,402,379	52,579,558	56,472,836	56,559,638	56,830,522	56,930,909

Noteworthy Changes from 2019 and Other Explanations

- Interest & Claims (row 10) reflects earnings of the pension fund.
- Contributions (row 11) reflects contributions of employees (\$669,500 in 2020) and the Village (\$3,620,000 in 2020).
- Professional Services (row 17) is for the fund's actuary, investment managers, attorney, accountants, and custodian for plan assets.
- Claims Grants & Debt (row 19) is pension payments to retirees.

FIRE PENSION FUND

Fund Type: Trust & Agency Fund
Fund Number: 652

A designated trust fund for the safe-keeping and operations of the local Fire Pension system

Description- Sworn fire personnel participate in the Fire Pension Plan. The plan provides retirement benefits as well as death and disability benefits. It is a single-employer defined benefit plan whose benefits and employee and employer contribution levels are mandated by the State of Illinois.

As of the 2018 audit, the Fire Pension Plan has \$52.7 million in assets and was 52.4% funded. Pensions are funded by employee contributions of 9.46% of pay, earnings on fund investments, and the Village contribution based upon actuarial tax levy estimates from an independent actuary through a property tax levy. The Village contributes 100% of the required contribution each year.

The fund is administered by a separate Fire pension board, composed of two active members, one retired member, two appointees of the Mayor, and the Treasurer of the Village is an ex-officio member. The pension fund investments are managed by professional investment managers.

Long-Range Plan- Previous long-range planning sessions identified reducing personnel expenses as a high priority. The following describes how specific strategies and actions have improved results related to the issues as they apply to this fund.

Issues identified:

- Personnel expenses comprise 77% of the General Fund budget
- The Village is unable to adjust the benefit levels of this plan, as benefit levels are mandated by the state

Strategies identified:

- Maintain health of fund by complying with state law
- Continue to monitor staffing levels

Actions taken:

- Sworn personnel has been reduced from 83 in 2008 to 77 in 2020.

FIRE PENSION FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	55,023,057	52,658,736	52,658,736	57,864,527	58,279,484	58,448,615
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	1,312,813	800,000	551,534	800,000	800,000	1,000,000
11	Contributions	4,149,312	4,307,636	4,301,849	4,726,003	4,982,544	5,224,520
12	Other Financial Resources	(3,295,111)	500,000	5,475,722	500,000	500,000	500,000
13	Total Revenue	2,167,014	5,607,636	10,329,105	6,026,003	6,282,544	6,724,520
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	138,172	161,776	156,073	159,388	162,804	166,320
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	4,393,163	5,102,908	4,967,241	5,451,658	5,950,609	6,464,526
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	4,531,335	5,264,684	5,123,314	5,611,046	6,113,413	6,630,846
24	Net Change	(2,364,321)	342,952	5,205,791	414,957	169,131	93,674
25	Ending Fund Balance	52,658,736	53,001,688	57,864,527	58,279,484	58,448,615	58,542,289

Noteworthy Changes from FY19 and Other Explanations

- Interest & Claims (row 10) reflects earnings of the pension fund.
- Contributions (row 11) reflects contributions of employees (\$711,000 in 2020) and the Village (\$4,015,000 in 2020).
- Professional Services (row 17) is for the fund's actuary, investment managers, attorney, accountant, and custodian for plan assets.
- Claims Grants & Debt (row 19) is pension payments to retirees.

OPEB TRUST FUND

Fund Type: Trust & Agency Fund
Fund Number: 653

A designated trust fund for the safe-keeping and administration of OPEB assets

Description– An OPEB (Other Post Employment Benefits) Trust was set up in 2019. The purpose of the trust is to prefund the Village’s obligations for postemployment benefits for health insurance. The benefits of a trust fund are:

- Prefunding should reduce the long term costs of the benefits by harnessing investment returns to help pay for benefits
- Trust funds are viewed favorably by ratings agencies

Long-Range Plan– The Village’s OPEB liability was discussed during long range planning in 2017. *Develop a Plan to Address Other Post Employment Benefits Unfunded Liability* was a Priority Action Item for 2018, with \$300,000 earmarked in the 2018 budget for this purpose. An OPEB Internal Service Fund was created in 2018 and the Trust was created in 2019. This fund will be used to cover the costs of providing required health benefits to retirees including the accrued unfunded liability. A \$300,000 contribution from the Health Fund was made in FY19, and \$300,000 is budgeted in the FY20 Budget.

During long range planning in the summer of 2018, a plan was developed to address the OPEB Unfunded Liability. The plan to address the OPEB unfunded liability consists of three key components:

- Benefits Design - The Village should design and maintain a retiree health benefit program which reduces the Village’s cost of providing the benefits.
- Funding - The Village should provide annual funding to reduce the unfunded liability over time.
- Asset Management - The Village should invest the money in the OPEB fund to maximize the long term return on these assets, reducing the Village’s annual contributions.

OPEB TRUST FUND

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	-	-	-	609,430	924,430	1,246,930
3	<u>Revenue</u>						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	-	15,000	-	15,000	22,500	30,000
11	Contributions	-	620,000	609,430	300,000	300,000	300,000
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	-	635,000	609,430	315,000	322,500	330,000
14	<u>Expenses</u>						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	-	-	-	-	-	-
24	Net Change	-	635,000	609,430	315,000	322,500	330,000
25	Ending Fund Balance	-	635,000	609,430	924,430	1,246,930	1,576,930

Noteworthy Changes from FY19 and Other Explanations

- OPEB was an Internal Service Fund (Fund 553) in 2018 as an interim solution until the trust could be created, with a contribution of \$300,000 from the Capital Fund
- The Trust was created in 2019 with \$300,000 contributed from the Health Fund.
- Contributions in 2019 (line 11) represents transfers into the newly created trust from 2018 and 2019 contributions plus interest. Going forward, the transfer will come from the Health Fund.

LIBRARY

Fund Type: Component Unit
Fund Number 805

*To account for the financial activity of
the Downers Grove Public Library*

Description: This fund accounts for all of the revenue and expenditures related to the operation of the Downers Grove Public Library. The fund is approved by the Board of Library Trustees and incorporated into the overall Village Budget, even though the Village Board has no statutory authority to direct the use of the resources of this fund.

Recent History and Trends: Downers Grove continues to be one of the busiest public libraries in the Chicago area, with a 7% increase in items checked out and 16% in reference questions answered. Reliant on property taxes for 96.4% of its operating revenue, meeting demand for service, with a primary revenue source that is not tied to use, challenges the Board of Library Trustees and staff. Wage and salary expenses comprise over 54% of the library's budget. The increase in minimum wage will impact staffing costs in 2020 and coming years.

Long Range Plans: Strategic Plan 2017-2020, Capital Needs Assessment 2017-2027, and Financial Management Plan 2018 guide library services and budget priorities. All are available at dglibrary.org/plan

1		FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
2	Beginning Fund Balance	1,130,447	1,276,914	1,276,914	1,422,370	1,122,503	864,559
3	Revenue						
4	Local Taxes	5,226,934	5,337,885	5,342,839	5,498,019	5,662,956	5,832,842
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	57,207	60,000	54,424	51,500	53,045	54,636
7	Sales	10,048	11,000	9,857	9,900	10,197	10,503
8	Fees, Charges & Fines	108,722	88,500	86,487	83,000	85,490	88,055
9	Grants	61,516	36,910	61,516	61,516	61,516	61,516
10	Interest & Claims	12,902	2,000	9,918	7,500	7,725	7,957
11	Contributions	8,049	5,000	14,982	5,000	7,500	10,000
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	5,485,378	5,541,295	5,580,023	5,716,435	5,888,429	6,065,509
14	Expenses						
15	Personnel	3,470,813	3,798,537	3,644,027	4,021,652	4,135,273	4,252,237
16	Supplies	126,457	144,850	119,997	147,100	148,572	150,057
17	Professional Services	234,932	290,775	215,968	286,350	289,215	292,106
18	Other Contractual Services	272,019	294,950	225,864	286,425	289,290	292,184
19	Claims, Grants, & Debt	24,156	13,000	1,572	9,000	9,090	9,181
20	Controlled Assets	49,923	60,000	60,000	60,000	60,600	61,206
21	Capital Assets	810,611	826,000	817,139	855,775	864,333	872,976
22	Other Financial Uses	350,000	350,000	350,000	350,000	350,000	350,000
23	Total Expenses	5,338,911	5,778,112	5,434,567	6,016,302	6,146,373	6,279,947
24	Net Change	146,467	(236,817)	145,456	(299,867)	(257,944)	(214,438)
25	Ending Fund Balance	1,276,914	1,040,097	1,422,370	1,122,503	864,559	650,121

Noteworthy Changes: Transfer of \$350,000 from the Library Fund to Library Capital Replacement Fund supports future capital needs identified in Capital Assessment Report and based on the Financial Management Plan.

LIBRARY CAPITAL REPLACEMENT FUND

Fund Type: Component Unit
Fund Number 821

*To provide for the financial needs of
the Library's Capital Projects*

Description: This fund is established under 75 ILCS 5/5-8 for the purpose of setting apart and providing monies for a library's capital needs or emergency expenditures. It is funded by transfers from the Library Fund. The fund is approved by the Board of Library Trustees and incorporated into the overall Village Budget, even though the Village Board has no statutory authority to direct the use of the resources of this fund.

Recent History and Trends: The Board of Library Trustees has a precedent of long range planning for capital needs without incurring debt, as demonstrated by projects addressing capital needs completed in 2014, 2016, and 2018. The Capital Needs Assessment 2017-2027 identified and prioritized the replacement and capital needs for 10 years. The proposed 2020 project addresses repair and maintenance of the brick façade and replacement of exterior steel doors. The fund transfer needed to meet the 2020 target fund balance is flat from 2019 to 2020.

Long Range Plans: Strategic Plan 2017-2020, Capital Needs Assessment 2017-2027, and Financial Management Plan 2018 are the basis of the spending plan for this Fund. They provide a framework by which the Library Board sets aside funds to reinvest in its facility to meet long-term capital needs without incurring debt. All are available at dglibrary.org/plan

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
1						
2	Beginning Fund Balance	1,403,493	1,115,108	1,115,108	860,171	96,171
3	Revenue					
4	Local Taxes	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-
7	Sales	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-
9	Grants	-	-	-	-	-
10	Interest & Claims	31,137	2,500	20,000	20,000	10,000
11	Contributions	-	-	-	-	-
12	Other Financial Resources	350,000	350,000	350,000	350,000	350,000
13	Total Revenue	381,137	352,500	370,000	370,000	360,000
14	Expenses					
15	Personnel	-	-	-	-	-
16	Supplies	-	-	-	-	-
17	Professional Services	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-
20	Controlled Assets	-	-	-	-	-
21	Capital Assets	669,522	624,000	624,937	447,000	1,047,000
22	Other Financial Uses	-	-	-	-	-
23	Total Expenses	669,522	624,000	624,937	447,000	1,047,000
24	Net Change	(288,385)	(271,500)	(254,937)	(77,000)	(687,000)
25	Ending Fund Balance	1,115,108	843,608	860,171	783,171	234,171

Noteworthy Changes: None

DEPARTMENT SUMMARIES

GENERAL FUND DEPARTMENTS:

VILLAGE CLERK'S OFFICE

VILLAGE MANAGER'S OFFICE

BUILDING SERVICES DIVISION

LEGAL DEPARTMENT

HUMAN RESOURCES DEPARTMENT

INFORMATION TECHNOLOGY DEPARTMENT

FINANCE DEPARTMENT

COMMUNITY DEVELOPMENT DEPARTMENT

COMMUNICATIONS DEPARTMENT

PUBLIC WORKS DEPARTMENT

POLICE DEPARTMENT

FIRE DEPARTMENT

OTHER GENERAL FUND EXPENSES

VILLAGE CLERK'S OFFICE

April Holden, Village Clerk

Department Overview

Description of Responsibilities and Services

The Village Clerk's Office is responsible for maintaining the official records of the Village and all Village Council legislative actions. Responsibilities are to establish and maintain the Village's records management system including ordinances, resolution and plats; publish proceeding of Council meetings; keep an index of all Council proceedings; notice all Village meetings; issue Village licenses and administer the provisions of the Freedom of Information Act to respond to all requests for public information.

The Clerk's Office serves a record management function for the Council and provides information to the public. Through administration of the Open Meetings Act and Freedom of Information Act, the Clerk's Office helps attain a more transparent Village government. The Clerk's office also provides general administrative support to the Village Council, such as training and professional memberships.

Budget Year Highlights and Objectives

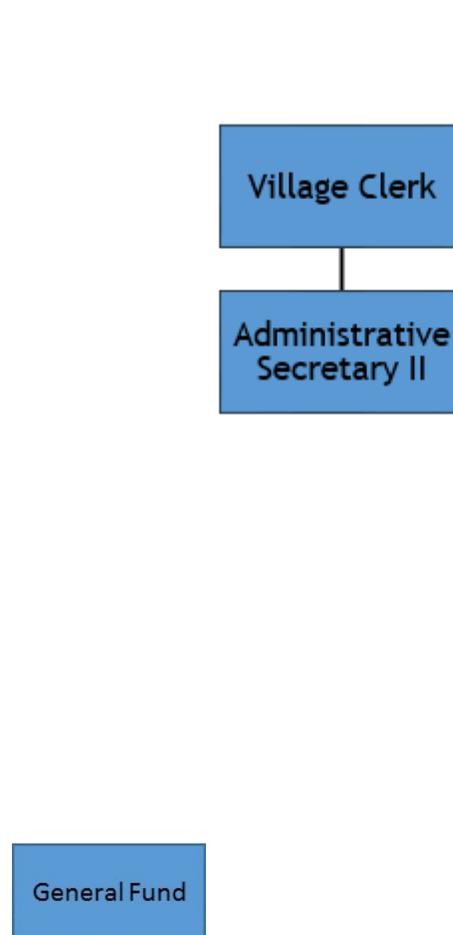
2019 Highlights

- Maintain and archive all official records of the Village
- Processed and issued all taxicab, tree removal, raffle, going-out-of-business, amusement devices, and scavenger licensers
- Processed and issued all solicitation permits
- Maintained all administrative regulations and Council policies
- Served as local election official
- Served as Freedom of Information Officer for the Village
- Advised departments and complied with all legal hearing notices and filing requirements

2020 Objectives

- Continue to work toward the Village's strategic goals of Exceptional Municipal Services and becoming a Steward of Financial & Environmental Sustainability through continued electronic records management and maintenance, and evaluating opportunities for the efficient use of resources.

Organization Chart



VILLAGE CLERK'S OFFICE

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	292,856	238,831	202,599	225,725	247,200	253,330
Supplies	1,265	1,150	1,150	1,200	1,225	1,250
Professional Services	56,874	76,650	76,650	76,650	98,800	98,800
Other Services	3,823	4,885	4,885	4,885	4,885	4,885
Claims, Grants, & Debt	3,456	3,482	3,482	3,625	3,753	3,879
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	358,274	324,998	288,766	312,085	355,863	362,144

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Personnel - An Administrative Secretary II replaced the Document Management Tech in 2020
- Professional Services - Accounts for Dues, including DuPage Mayors & Managers, National Civic League, National League of Cities and Illinois Municipal League; Seminars and conferences, transcription of Council meetings and printing services for legal notices and recording fees.

Staffing Plan

Position Title	2018	2019	2020	Change
Village Clerk	1.00	1.00	1.00	-
Administrative Secretary II	-	-	1.00	1.00
Document Management Tech	1.00	0.75	-	(0.75)
Total: Clerk's Office	2.00	1.75	2.00	0.25

VILLAGE MANAGER'S OFFICE

David Fieldman, Village Manager

Department Overview

Description of Responsibilities and Services

The Village Manager's Office is responsible for directing the operations of all Village Departments to meet the vision, strategies and policies of the Village Council, including oversight of the completion of annual High Priority Action Items. The Village Manager, with the assistance of department staff, follows the direction of the seven-member Village Council, which sets policy that guides operations.

In addition, the Village Manager's Office staff oversees or participates in special projects and conducts research and analysis regarding issues affecting the Village.

The Village Manager's Office is the primary liaison to other governmental and quasi-governmental agencies, including the Park District, School Districts, Economic Development Corporation, and Chamber of Commerce.

Budget Year Highlights and Objectives

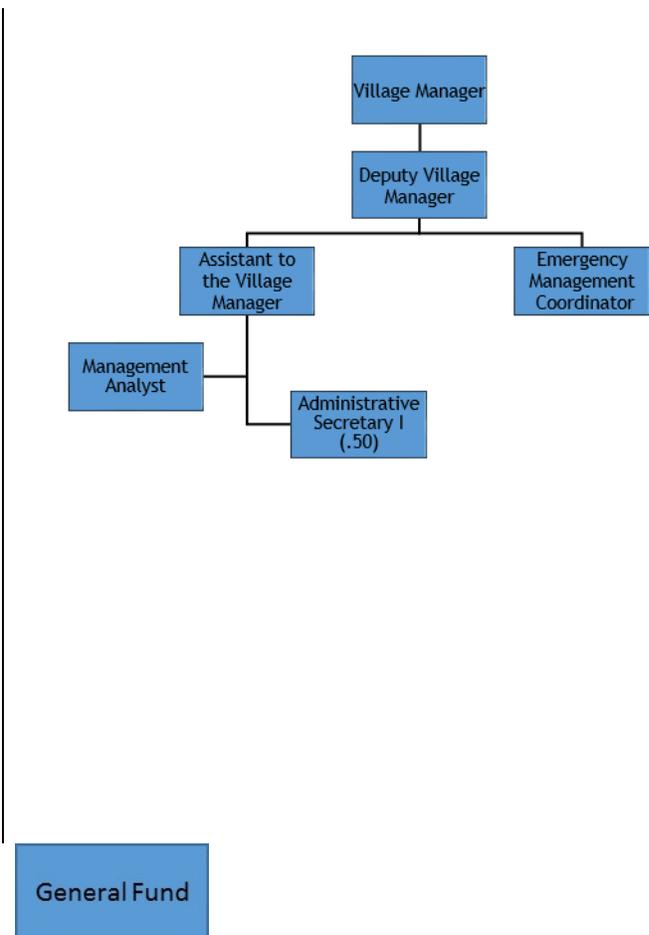
2019 Highlights

- Successful implementation of the Downers Grove Regional Peer Jury Program
- Prepared and presented to Council a draft Future of the Downtown Plan
- Continued implementation of the plan to address OPEB unfunded liability
- Presented Human Services Ad Hoc Committee Report
- Completed a comprehensive Downtown parking study
- Adopted the Village's 2019-2021 Long Range Plan

2020 Objectives

- Create a Village Facilities Replacement and Sustainability Plan
- Implement the Future of the Downtown Plan
- Implement Parking Study recommendations
- Convene the Human Services Ad Hoc Committee to understand existing human services provisions and prioritize recommendations
- Continue to incorporate strategies that will improve organizational efficiency, enhance revenues and reduce expenses
- Seek out opportunities for intergovernmental cooperation

Organization Chart



VILLAGE MANAGER'S OFFICE

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	589,497	657,807	634,199	633,017	645,205	660,650
Supplies	1,583	2,200	1,900	2,200	2,200	2,200
Professional Services	9,672	13,050	10,756	14,050	14,240	14,433
Other Services	3,008	600	1,050	1,050	1,050	1,050
Claims, Grants, & Debt	31,764	17,236	17,236	18,391	19,149	19,861
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	635,524	690,893	665,141	668,708	681,844	698,194

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

Personnel - The Administrative Secretary I position was changed to a part-time position in 2020.

Staffing Plan

Position Title	2018	2019	2020	Change
Village Manager	1.00	1.00	1.00	-
Deputy Village Manager	1.00	1.00	1.00	-
Emergency Mgmt Coordinator	1.00	1.00	1.00	-
Assistant to the Village Manager		1.00	1.00	-
Management Analyst	1.00	1.00	1.00	-
Management Fellow	0.50	-	-	-
Administrative Secretary I	-	1.00	0.50	(0.50)
Total: Manager's Office	4.50	6.00	5.50	(0.50)

BUILDING SERVICES DIVISION

Dann Fitzpatrick, Building Services Manager

Department Overview

Description of Responsibilities and Services

Building Services is responsible for building maintenance and remodeling for all Village facilities, including Village Hall, Police Station, Public Works Facilities, the fire stations, the parking deck, train stations, well houses and towers, and rental properties.

Many of the renovation projects are completed by in-house building maintenance staff, reducing the cost of these projects and allowing flexibility in scheduling and prioritization. The in-house custodial staff provides cleaning services and several added benefits, including room preparations and cleaning after meetings, as well as snow and ice removal.

Budget Year Highlights and Objectives

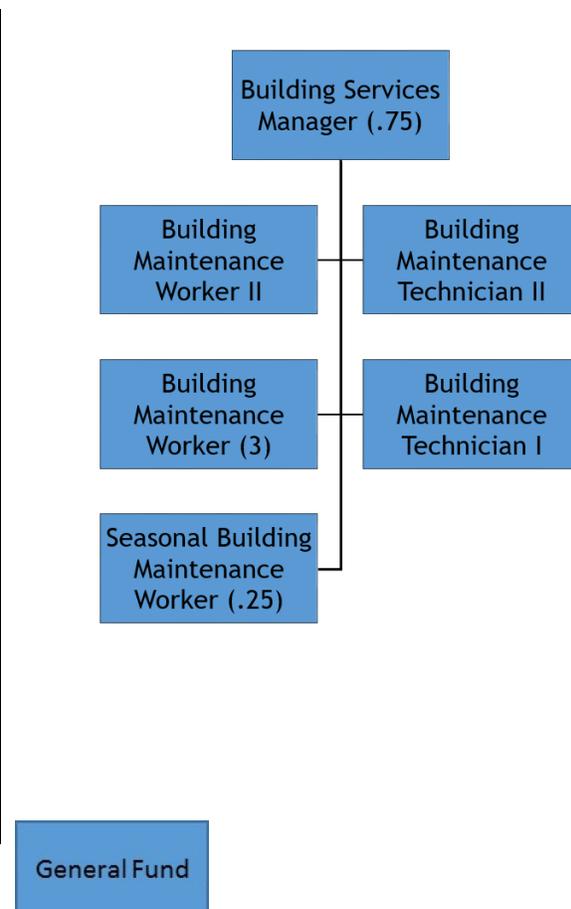
2019 Highlights

- Replacement of heating system for Village Hall and Police Department
- Replacement of HVAC units at Fire Stations 105 and 101
- Replacement of Overhead doors Fire Station 101.
- Replacement of Sprinkler lines 1st floor of Parking Deck
- Replaced Fire Alarm system in Parking Deck

2020 Objectives

- Continue safety initiatives including safety coating of floors
- Evaluate innovative ways to improve existing building conditions
- Overhead door replacements
- Coating of Public Works Floor
- Replace loop detectors Public Works

Organization Chart



BUILDING SERVICES DIVISION

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	590,337	578,389	485,116	597,584	608,713	623,106
Supplies	58,046	60,800	60,800	60,800	60,800	60,800
Professional Services	7,167	8,500	8,546	8,500	8,500	8,500
Other Services	73,799	99,500	99,000	99,500	99,500	99,500
Claims, Grants, & Debt	43,212	53,807	53,807	34,197	35,473	36,683
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	772,561	800,996	707,269	800,581	812,986	828,589

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Personnel costs in 2019 were lower than budget due to employee turnover.
- Other Services includes utilities.
- Claims Grants & Debt fluctuate due to workers compensation costs.

Staffing Plan

Position Title	2018	2019	2020	Change
Building Services Manager	1.00	1.00	0.75	(0.25)
Building Maintenance Technician II	1.00	1.00	1.00	-
Building Maintenance Technician I	1.00	1.00	1.00	-
Building Maintenance Worker II	1.00	1.00	1.00	-
Building Maintenance Worker I	3.00	3.00	3.00	-
Seasonal - Maintenance	0.25	0.25	0.25	-
Total: Building Services	7.25	7.25	7.00	(0.25)

LEGAL DEPARTMENT

Enza Petrarca, Village Attorney

Department Overview

Description of Responsibilities and Services

The Legal Department supports the Strategic Plan Goal of being an *Exceptional Municipal Organization* by providing in-house legal services to the Village as a municipal corporation as well as advising and representing officers and employees in their official capacity. Legal services include acting as general legal counsel to Village Council, staff and the various boards and commissions.

The Department drafts ordinances, resolutions and motions for Council action, reviews legal documents involving the Village and provides legal advice to public officials and employees. The Legal Department handles various labor related negotiations, agreements for use of public property, development agreements, contracts, and all personnel issues. In addition, the Legal Department is responsible for litigation involving the Village. This involves either direct representation by Department attorneys, or by outside counsel selected and monitored by the Village Attorney. The Legal Department strives to provide exceptional municipal services.

The Alcohol Awareness Program and the Risk Management Program are administered under the Legal Department.

Budget Year Highlights and Objectives

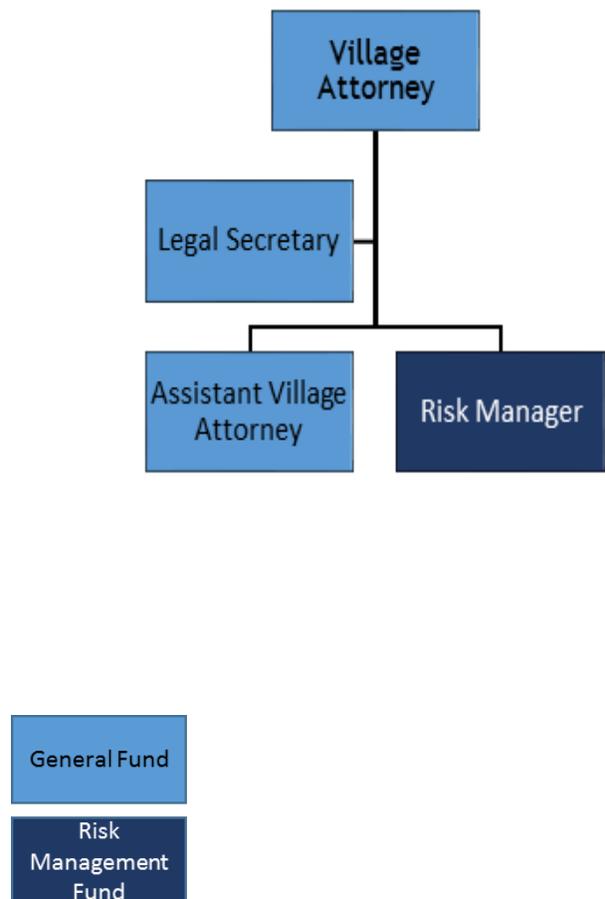
2019 Highlights

- Police (sergeants) Labor Agreement Negotiations
- Solicitation Ordinance Amendments
- Retail Pet Sales Ordinance
- Stormwater Ordinance Amendments
- Implementation of the Illinois Cannabis Regulation and Tax Act
- Antenna License Agreements/Renewals
- Update all Village Administrative Regulations
- Redevelopment Agreement with the Downers Grove Township
- Review, revise and update codes, ordinances and policies
- Defend and monitor litigation involving the Village (*Exceptional Services & Communication*)

2020 Objectives

- Fire Department Labor Agreement Negotiations
- Update/implement Future of the Downtown strategies
- Implement Village Facilities Sustainability Project
- Continue to review, revise and update codes, ordinance and policies (*Exceptional Services & Communication*)
- Municipal Code Codification Software Implementation

Organization Chart



LEGAL DEPARTMENT

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	370,191	379,985	368,518	388,290	395,666	405,190
Supplies	8,344	8,770	8,150	9,050	9,605	10,160
Professional Services	79,353	136,825	136,625	142,100	147,400	152,700
Other Services	-	-	200	200	205	210
Claims, Grants, & Debt	4,740	126,047	126,047	5,280	5,481	5,674
Controlled Assets	-	10,000	10,000	5,000	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	462,628	661,627	649,540	549,920	558,357	573,934

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Professional Services is primarily for outside counsel, which fluctuates from year to year.
- Claims, Grants, & Debt – The 2019 increase is related to expenses paid to the Risk Management Fund due to a lawsuit filed in 2017.
- Controlled Assets is for costs related to Municipal Codification Software.

Staffing Plan

Position Title	2018	2019	2020	Change
Village Attorney	1.00	1.00	1.00	-
Asst Village Attorney	1.00	1.00	1.00	-
Risk Manager	1.00	1.00	1.00	-
Legal Secretary	1.00	1.00	1.00	-
Total: Legal Department	4.00	4.00	4.00	-

HUMAN RESOURCES DEPARTMENT

Dennis Burke, Human Resources Director

Department Overview

Description of Responsibilities and Services

The Human Resources Department is responsible for providing human resource services to all employees in order to improve and increase the quality of work-life, productivity, work satisfaction, and development, with a constant vigilance for change.

The department focuses on nine special functions:

- Human Resource planning
- Selection and staffing
- HR information systems
- Compensation/benefits
- Union-labor relations
- Organizational job design
- Training and development
- Organizational development
- Employee assistance

Budget Year Highlights and Objectives

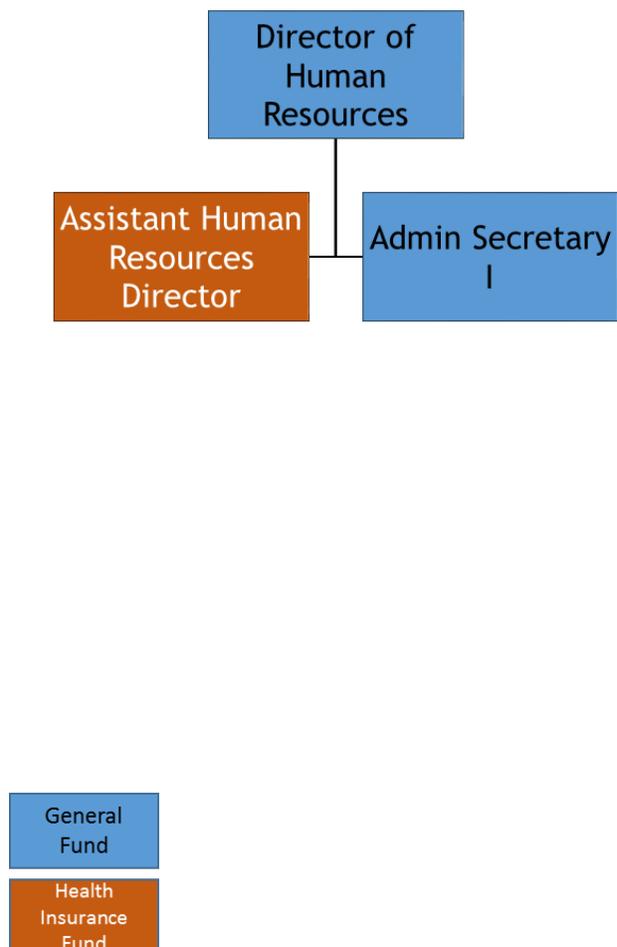
2019 Highlights

- Successfully administered Wellness Programs to enhance employee wellness
- All ACA filings were completed on time, without penalties
- Health Insurance Program renewed with reasonable increase in premiums
- Successfully partnered with Risk Management to help reduce lost time injuries
- Exhausted Eligibility List for Police Officers and coordinated the next exam to create a new Police Officer Eligibility List

2020 Objectives

- Continue succession planning activity
- Multiple Presentations in all Village Departments to educate employees on how to best utilize the Health Benefit Program
- Continue to search for a replacement insurance program for retirees under 65 years old
- Continue creating digital files of Personnel Files for former employees
- Continue to reduce paper storage by destroying paper files after approval is received

Organization Chart



HUMAN RESOURCES DEPARTMENT

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	201,241	203,123	201,633	212,205	215,874	221,056
Supplies	649	1,225	500	1,100	1,100	1,100
Professional Services	25,627	52,200	40,500	46,100	46,100	46,100
Other Services	-	-	240	250	250	250
Claims, Grants, & Debt	19,255	13,661	13,661	13,846	13,991	14,130
Controlled Assets	3,533	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	250,305	270,209	256,534	273,501	277,315	282,636

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Professional Services includes Tuition Reimbursement for Village employees and recruiting costs.
- Claims, Grants, & Debt includes costs for unemployment compensation.

Staffing Plan

Position Title	2018	2019	2020	Change
Human Resources Director	1.00	1.00	1.00	-
Assistant Human Resources Director	1.00	1.00	1.00	-
Administrative Secretary I	1.00	1.00	1.00	-
Total: Human Resources	3.00	3.00	3.00	-

INFORMATION TECHNOLOGY DEPARTMENT

Dave Kenny, Information Technology Director

Department Overview

Description of Responsibilities and Services

The Information Technology Department's primary responsibility is overseeing, maintaining, and supporting all computerized systems used by the Village. Other responsibilities include development and maintenance of the Village internet and intranet sites, Geographic Information Systems (GIS) and document management systems. This is all in support of the Strategic Plan Goal of providing *Exceptional Municipal Services*.

Additionally, the Information Technology Department also plays a role in support of the Strategic Plan Goal of *Continual Innovation* by continuously evaluating and introducing new information technologies to help improve Village services and work processes.

Budget Year Highlights and Objectives

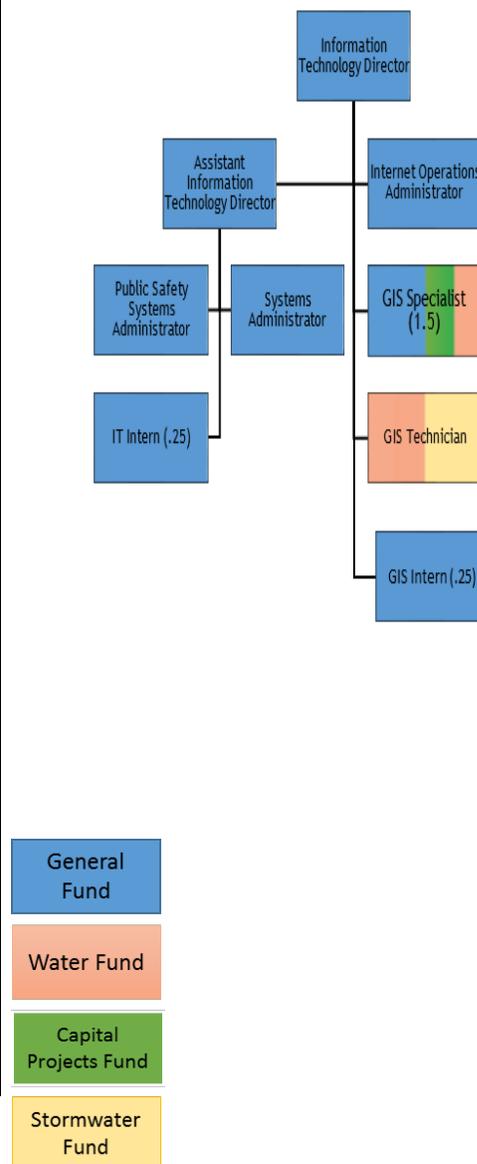
2019 Highlights

- Worked on a cross-functional team investigating ERP systems and consultants
- Upgraded Village Hall and Police Department desktop workstations along with Public Safety vehicle computers
- Worked with the Police and Fire Departments on the countywide CAD/RMS system migration
- Upgraded GIS software
- Migrated Public Safety scheduling software from an on-premise system to a cloud solution
- Implemented OnBase ECM system full text search module for council documentation (ordinances, resolutions, motions, agendas)

2020 Objectives

- Continue ERP project
- Upgrade Public Works workstations
- Continue to improve the Village's IT disaster recovery infrastructure
- Continue investigating website content management systems
- Upgrade existing and develop new GIS applications for internal and external use
- Conduct a cyber security audit

Organization Chart



INFORMATION TECHNOLOGY DEPARTMENT

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	786,414	714,537	688,251	728,952	743,407	761,568
Supplies	13,178	18,500	16,600	18,500	18,900	19,200
Professional Services	58,678	65,800	57,680	73,400	68,940	69,840
Other Services	154,032	232,700	232,000	222,100	230,800	244,200
Claims, Grants, & Debt	135,252	148,202	148,202	182,432	195,381	206,243
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	1,147,554	1,179,739	1,142,733	1,225,384	1,257,428	1,301,051

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Professional Services - this line item includes phone costs.
- Other Services includes hardware and software maintenance. These costs have increased as the Village uses technology solutions to gain efficiencies.
- Claims, Grants, & Debt includes transfers to the Equipment Replacement Fund for computer equipment and software. Costs have been increasing due to additional investment in technology.

Staffing Plan

Position Title	2018	2019	2020	Change
Information Technology Director	1.00	1.00	1.00	-
Asst. Information Technology Dir.	1.00	1.00	1.00	-
Systems Administrator	1.00	1.00	1.00	-
Public Safety Systems Admin	1.00	1.00	1.00	-
Internet Operations Administrator	1.00	1.00	1.00	-
GIS Specialist	1.50	1.50	1.50	-
Systems Technician	1.00	-	-	-
GIS Technician	1.00	1.00	1.00	-
IT Intern	-	0.25	0.25	-
GIS Intern	0.25	0.25	0.25	-
Total: Information Technology	8.75	8.00	8.00	-

FINANCE DEPARTMENT

Judy Buttny, Finance Director

Department Overview

Description of Responsibilities and Services

The Finance Department is responsible for collaborating with other departments in order to: ensure the budgetary integrity of the Village, coordinate the use of the Village-wide financial software package, prepare financial statements, coordinate year-end financial audits, and assist with grant administration for the Village. The Finance Department also provides services concerning investment and treasury, accounts payable, accounts receivable, utility billing, cash receipts, collections, pensions, payroll, and procurement services.

Budget Year Highlights and Objectives

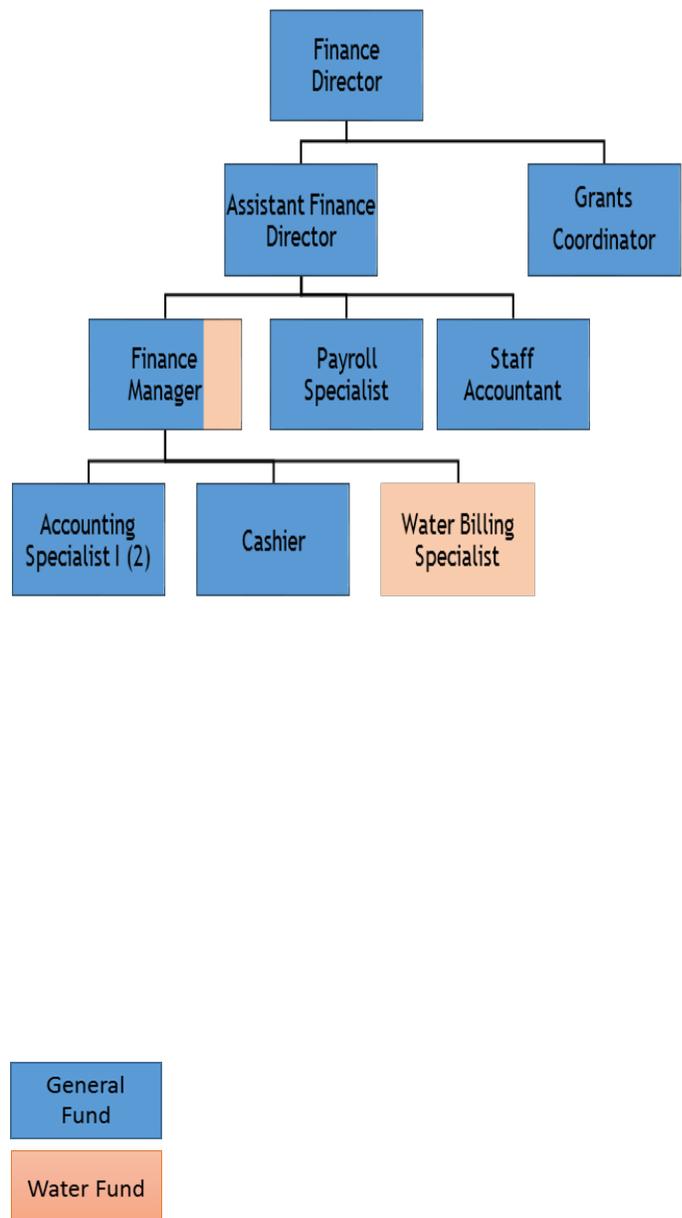
2019 Highlights

- Received Distinguished Budget Award and Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR) awarded by the GFOA
- Received a Management Letter from the auditors with no comments for internal control weaknesses
- Issued \$7.0 million in stormwater debt
- Refunded 2012 Water and Road bonds
- Completed Water Rate Study
- Created OPEB Trust
- Selected consultant for ERP system
- Participated in Long Range Planning sessions

2020 Objectives

- Participate in Long Range Planning
- Pursue awards from the GFOA for excellence in financial reporting and budgeting
- Work on project plan for new IEPA loans
- Implement ERP system
- Aggressively pursue grant opportunities

Organization Chart



FINANCE DEPARTMENT

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	904,427	747,087	729,321	762,067	774,808	793,384
Supplies	2,531	3,850	3,643	3,850	3,950	4,050
Professional Services	81,044	86,555	101,557	119,740	122,640	125,090
Other Services	30,388	31,700	32,842	185,897	351,336	351,336
Claims, Grants, & Debt	812,256	15,531	15,531	16,025	16,603	17,166
Controlled Assets	-	800	-	800	800	800
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	1,830,646	885,523	882,894	1,088,379	1,270,137	1,291,826

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Professional Services contains costs for the annual financial audit, credit card processing fees, and safekeeping fees.
- Other Services includes maintenance costs for the Village's financial accounting software which are expected to increase with the new system.

Staffing Plan

Position Title	2018	2019	2020	Change
Finance Director	1.00	1.00	1.00	-
Assistant Finance Director	1.00	1.00	1.00	-
Finance Manager	1.00	1.00	1.00	-
Grants Coordinator	1.00	1.00	1.00	-
Purchasing Agent	1.00	-	-	-
Staff Accountant	1.00	1.00	1.00	-
Payroll Specialist	1.00	1.00	1.00	-
Water Billing Specialist	1.00	1.00	1.00	-
Accounting Specialist I	2.00	2.00	2.00	-
Cashier	1.00	1.00	1.00	-
Total: Finance	11.00	10.00	10.00	-

COMMUNITY DEVELOPMENT DEPARTMENT

Stan Popovich, Community Development Director

Department Overview

Description of Responsibilities and Services

The Community Development Department is comprised of the Building Division and the Planning Division. The Planning Division is responsible for providing land use assistance and guidance to Downers Grove businesses, developers and residents. The Division acts as liaison to the Plan Commission, Zoning Board of Appeals and Architectural Design Review Board by providing information, planning expertise and recommendations regarding issues of land development. The Planning Division is charged with implementing the Village's Comprehensive Plan through the administration and enforcement of the Village's Zoning, Subdivision and Historic Preservation Ordinances. The Division strives to ensure that development within the Village is efficient, aesthetic and in conformance with sound planning practices.

The Building Division is responsible for coordinating most building plan review and development-related inspection services among several Departments. Services include code enforcement; plan review; and electrical, mechanical, plumbing and building inspections. The Division conducts inspections of existing buildings and infrastructure to ensure the safety of building inhabitants and those dependent upon the infrastructure. The Division works closely with anyone who builds a new structure or structurally modifies an existing one. The Department also contracts for elevator inspections and assistance with stormwater/wetland reviews. Two code enforcement officers in the Department work closely with both Divisions on matters of securing compliance with zoning, building, property maintenance and other codes.

Budget Year Highlights and Objectives

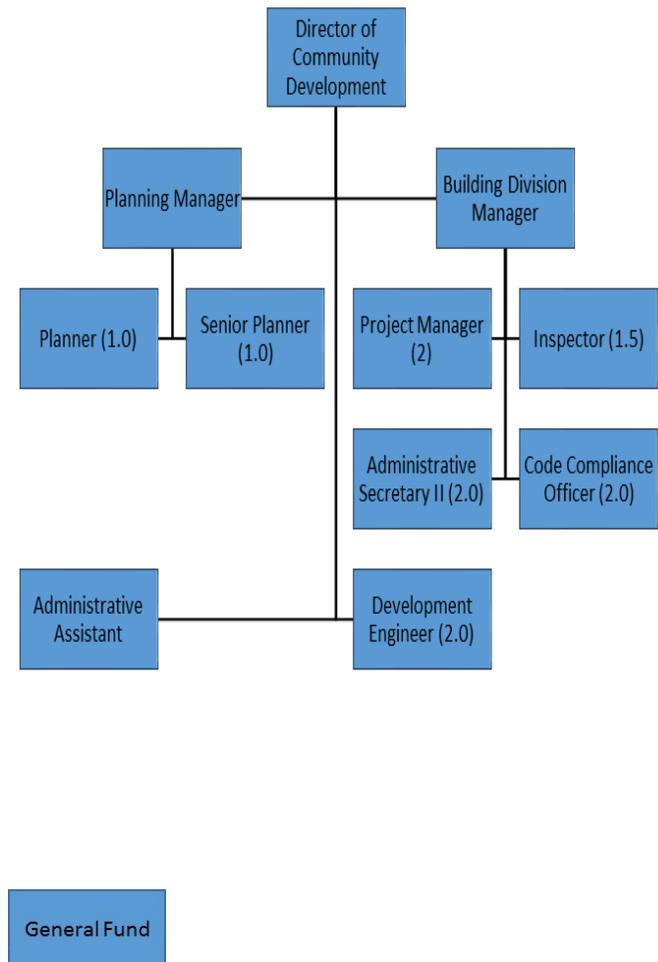
2019 Highlights

- Processed over 2,300 building permits and zoning entitlement applications
- Averaged 6.8 days on first permit reviews
- Continued effective enforcement of zoning, building and property related codes
- Continued implementation of Historic Preservation program, including the landmarking of the Main Street cemetery
- Implemented new stormwater regulations for new single family residences and major residential additions
- Facilitated entitlement approvals for institutional uses including Downers Grove North and South High Schools, St. Joseph and St. Mary of Gostyn
- Completed key economic developments, including Rexnord, Bridgepoint and Cooper's Hawk

2020 Objectives

- Complete high priority action items as directed by Village Council
- Continue effective enforcement of zoning, building and property related codes
- Continue effective processing of building permits and zoning entitlement applications
- Participate in identifying an ERP system that allows permitting processes to be more interactive and user friendly
- Continue Historic Preservation efforts

Organization Chart



COMMUNITY DEVELOPMENT DEPARTMENT

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	1,654,115	1,705,665	1,687,958	1,774,411	1,809,029	1,855,056
Supplies	6,255	12,850	10,600	14,350	22,325	18,425
Professional Services	111,675	345,250	217,250	297,500	565,825	323,625
Other Services	-	500	100	500	500	550
Claims, Grants, & Debt	198,293	235,688	215,688	233,566	248,533	250,813
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	1,970,338	2,299,953	2,131,596	2,320,327	2,646,212	2,448,469

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Professional Services include costs for a Project Manager starting in 2020; 2021 costs include a Comprehensive Plan rewrite (\$250,000)
- Claims, Grants, & Debt includes dollars for Recoverable Engineering Fees. This amount is offset in revenues.

Staffing Plan

Position Title	2018	2019	2020	Change
Community Development Director	1.00	1.00	1.00	-
Building Division Manager	1.00	1.00	1.00	-
Planning Manager	1.00	1.00	1.00	-
Senior Planner	-	1.00	1.00	-
Project Manager	3.00	2.00	2.00	-
Staff Engineer - Development	2.00	2.00	2.00	-
Planner	2.00	1.00	1.00	-
Inspector	1.50	1.50	1.50	-
Code Compliance Officer	2.00	2.00	2.00	-
Administrative Assistant	1.00	1.00	1.00	-
Administrative Secretary II	2.00	2.00	2.00	-
Total: Community Development	16.50	15.50	15.50	-

COMMUNICATIONS DEPARTMENT

Douglas Kozlowski, Communications Director

Department Overview

Description of Responsibilities and Services

The Communications Department is responsible for providing communication with residents, businesses, and stakeholders through a variety of Village owned communication outlets and other media. The Communications Office responds to daily news media inquiries and proactively develops and disseminates information regarding Village issues, services, events and programs.

The Communications Office is responsible for the Village website content, Facebook, Twitter and Nextdoor Social Media accounts, weekly E-Newsletter, insideDG quarterly magazine, all Village print materials, DGTV programming, Council meeting podcasts, Annual Village Report, and the administration of the Community Wide Notification System.

Budget Year Highlights and Objectives

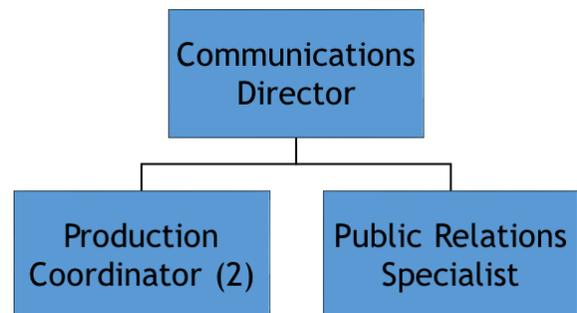
2019 Highlights

- Received over 100k views with original short form videos on social media
- Produced 12 Meet The Candidate Videos
- Coordinated Dedication Ceremony for Linda Kunze Plaza
- Partnership With Grade School District 58 For Meeting Coverage
- Promoted major Village initiatives, events and departments with video and social media campaigns including:
 - Belmont Pollinator Garden
 - Rain Barrel and Tree Shrub Sale
 - AHA's Gold Level Plus Mission: Lifeline
 - AAA Bond Rating
 - Village Council Transition
 - Village Council Vacancy
 - PEER Jury Program
 - Public Works Open House
 - Independence Day Parade
 - Home Escape Plan/Ride To School Winner
 - Peace Officers Memorial Day/National Police Week
 - Holiday Tree Lighting Ceremony
 - Holiday Light Recycling
 - Parkway Tree Planting

2020 Objectives

- Participate in Development and Launch of New Look for downers.us
- Continue Short Form Production
- Complete Cable Franchise Negotiations

Organization Chart



General Fund

COMMUNICATIONS DEPARTMENT

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	446,738	444,529	440,970	461,084	469,339	480,866
Supplies	8,967	10,100	10,100	9,800	8,100	8,100
Professional Services	40,322	58,083	60,395	65,583	61,583	61,583
Other Services	36,281	22,170	22,970	22,170	22,170	22,170
Claims, Grants, & Debt	14,508	16,277	16,277	14,870	15,427	15,959
Controlled Assets	-	-	-	4,000	-	-
Capital Assets	-	30,000	30,000	-	6,000	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	546,816	581,159	580,712	577,507	582,619	588,678

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Professional Services includes costs for the community wide notification system.
- Other Services contains costs for the Village Corner and Hometown Times.
- Capital Assets in 2019 is for an automatic playback system for the cable studio system using PEG Capital Reserve Funds

Staffing Plan

Position Title	2018	2019	2020	Change
Communications Director	1.00	1.00	1.00	-
Production Supervisor	1.00	1.00	1.00	-
Public Relations Specialist	1.00	1.00	1.00	-
Communications Specialist	0.50	-	-	-
Content Producer	1.00	1.00	1.00	-
Total: Communications	4.50	4.00	4.00	-

PUBLIC WORKS DEPARTMENT

Andy Sikich, Public Works Director Department Overview

Description of Responsibilities and Services

The Public Works Department provides core services that are fundamental to the daily lives of Downers Grove residents and businesses, such as maintenance and management of the water system, traffic and streetlight system, road system, stormwater and drainage system, trees in the parkways, and the Central Business District.

Additionally, the Public Works Department is responsible for the management and maintenance of the Village's fleet and fuel supply, as well as for permitting and inspections of work in the public rights of way.

The Public Works Department is responsible for:

- 230 miles of water main
- 2,600 fire hydrants
- 23,000 parkway trees
- 194 vehicles and other Fleet equipment
- 1,450 streetlights
- 128 miles of storm sewers
- 320 miles of streets

Public Works is budgeted in the General Fund, Stormwater Fund, Water Fund, Capital Fund and Fleet Maintenance Fund.

Budget Year Highlights and Objectives

2019 Highlights

- Partnered with the Conservation Foundation to conduct a community tree & rain barrel sale
- Partnered with the Conservation Foundation on the 2019 DuPage River Sweep
- Completed maintenance activities in designated special management areas
- Designated as a top 100 Green Fleet in North America
- Completed the Belmont Pollinator Garden
- Planted 540 new and replacement parkway trees representing 30 species including seven unique oak species
- Pruned 4,063 parkway trees as part of a five-year pruning cycle
- Designated as Tree City USA for 34th year
- Completed \$5.4 million dollars in stormwater and drainage improvements including land acquisition, design engineering and construction projects
- Completed over \$5.9 million dollars in water system improvements
- Completed \$4.5 million dollars in street maintenance improvements
- Completed ROW accessibility improvements at Dunham & Norfolk, Dunham & Stanford, Cornell & Warren, Venard & Coral Berry, and Chicago & Forest
- Partnered with District 99 to identify ways to improve pedestrian safety around the high schools
- Continued department safety training calendar and conducted monthly safety training for personnel
- One manager attended the Illinois Public Service Institute
- Participated in Municipal Partnering Initiative (MPI) shared service agreements
- Supported over 30 community events
- Completed negotiation of Local 150 collective bargaining agreement
- Completed approximately 7,000 linear feet of drainage ditch maintenance
- Completed inspection and cleaning of 20,700 linear feet of storm sewer pipe
- Completed nine cycles of street sweeping
- Implemented service agreements with for fleet maintenance
- Upgraded all Water billing system DCUs (Data Collector Units) for 4G cellular compatibility (old units were 3G, which are no longer be supported)
- Completed crosswalk replacements at Warren and Forest Avenue
- Updated Village Water Rate Study

2020 Objectives

- Construct missing public sidewalk along Ogden Avenue where ROW or easements exist
- Implement pedestrian safety enhancements
- Continue to improve accessibility throughout the Village
- Complete \$5.4 million dollars in stormwater and drainage improvements including land acquisition, design engineering and construction projects
- Complete over \$5.7 million dollars in water system improvements
- Complete \$4.2 million dollars in street maintenance improvements
- Complete parking deck maintenance activities with available funding
- Complete Stormwater Level of Service Plan
- Replace traffic signal at Finley Road and Finley Square Mall
- Continue environmental efforts including enhancing natural areas, rain barrel sales and native plant sale
- Reconstruct Forest Lot North
- Continue crosswalk replacements in the downtown
- Implement water utility customer portal

PUBLIC WORKS DEPARTMENT

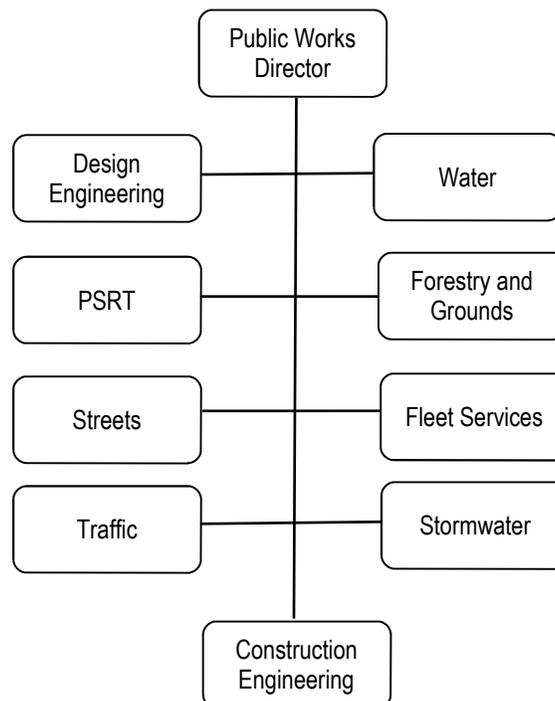
General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	2,932,118	2,908,289	2,965,154	3,085,330	3,127,568	3,191,978
Supplies	749,575	558,000	802,250	361,000	361,000	361,000
Professional Services	80,797	98,878	117,665	123,274	124,040	125,010
Other Services	942,956	1,062,673	1,107,635	1,104,836	1,112,541	1,116,428
Claims, Grants, & Debt	875,304	840,444	840,444	982,862	1,020,523	1,055,647
Controlled Assets	12,816	32,000	32,000	16,050	5,000	15,820
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	5,593,566	5,500,284	5,865,148	5,673,352	5,750,672	5,865,883

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Supplies in the Public Works Department includes expenditures for salt and de-icers (usage varies with the winter weather); materials for landscaping, street repairs and traffic; maintenance supplies, electrical supplies, tools and uniforms. 2019 salt usage was higher than budgeted.
- Other Services includes Utilities and Contracted services such as: maintenance for street lights and traffic signals; tree pruning, removal and planting; downtown snow removal, and street sweeping and debris hauling.
- Claims, Grants, & Debt decreased due to a decrease in workers compensation costs for the Public Works department.

Organization Chart



PUBLIC WORKS DEPARTMENT

PROGRAM INFORMATION

The Department of Public Works' General Fund annual operating budget is divided into 10 different cost centers, referred to as program budgets. The program are as follows:

- **Public Works Administration:** Provides leadership and management for the Public Works Department
- **Construction Engineering:** Professional engineering support for all Village operations and for CIP projects
- **Design Engineering:** Design for capital projects and technical support for the Transportation Divisions
- **Public Works Training:** All expenses related to training for Public Works employees
- **Supplies and Inventory:** Purchase and maintenance of all tools and small equipment
- **Public Service Response Team:** Response to community-related public service needs, such as animal control services and street light maintenance
- **Forestry and Grounds:** Professional management and maintenance of 23,000 parkway trees and municipal landscaping located on the public right-of-way
- **Street Construction:** Street sweeping and maintenance of Village pavement surfaces, including asphalt, concrete and bricks
- **Traffic:** Responsible for the oversight and coordination of vehicular and pedestrian movements within the Village
- **Snow and Ice Removal:** Funding for equipment, supplies and overtime for snow removal and ice control



PUBLIC WORKS DEPARTMENT

Staffing Plan

Position Title	2018	2019	2020	Change
Public Works Director	1.00	1.00	1.00	-
Assistant Public Works Director	2.00	2.00	2.00	-
Traffic Engineer Manager	1.00	1.00	1.00	-
Engineer Manager	1.00	1.00	1.00	-
Stormwater Administrator	1.25	1.25	1.25	-
Fleet Services Manager	1.00	1.00	1.00	-
Village Forester	1.00	1.00	1.00	-
Street Division Manager	2.00	2.00	2.00	-
Water Manager	1.00	1.00	1.00	-
Staff Engineer II	5.00	5.00	5.00	-
Staff Engineer I	1.00	1.00	1.00	-
Water Supervisor	-	1.00	1.00	-
Public Services Coordinator	1.00	1.00	1.00	-
Administrative Assistant	1.00	1.00	1.00	-
Management Fellow	0.50	-	-	-
Management Intern	-	-	0.50	0.50
Customer Service Specialist	-	1.00	1.00	-
Administrative Secretary II	2.00	2.00	2.00	-
Seasonal - Engineering	1.00	1.00	1.00	-
Seasonal - Field	2.00	2.00	2.00	-
Public Works Technician	4.00	4.00	4.00	-
Maintenance Worker II	8.00	8.00	8.00	-
CAD Technician	1.00	1.00	1.00	-
Assistant Village Forester	1.00	1.00	1.00	-
Fleet Maintenance Technician	5.00	5.00	5.00	-
Maintenance Worker I	19.00	19.00	19.00	-
Water Production Specialist	1.00	1.00	1.00	-
Materials Coordinator	1.00	1.00	1.00	-
Public Works Technician - AMR	1.00	1.00	1.00	-
Public Service Specialist	2.50	2.50	2.50	-
Total: Public Works	68.25	69.75	70.25	0.50

POLICE DEPARTMENT

Shanon Gillette, Police Chief

Department Overview

Description of Responsibilities and Services

The Police Department is responsible for maintaining civil order and public safety, enforcing the laws, and investigating crime. The police department is broken down into various divisions that allow for effective service delivery to the community. These divisions include:

- **Police Services Management** - responsible for departmental oversight and maintaining CALEA accreditation (nationally accepted policy and procedures)
- **Patrol/Parking Enforcement** - responsible for promoting and enforcing public compliance with ordinances, criminal laws, traffic laws, and parking related issues and enforcement.
- **Investigations/Special Operations Unit** - plainclothes officers that are assigned to investigate crimes reported to the police department and partner with the citizens to solve community problems together. Responsibilities include domestic violence prevention and addressing issues that affect the quality of life for residents.
- **Emergency Response** - made up of (4) officers that are assigned to the countywide MERIT SWAT team. The officers assigned to this unit fulfill their full-time duties with the police department and are on-call 24 hours a day to respond to emergency, high-risk calls throughout DuPage County.
- **Training** - responsible for the training of recruit police officers and scheduling in service training for all employees of the department.
- **Community Support/Property Control** - responsible for crime prevention and safety education programs with a special emphasis on children's programs. Property Control is responsible for the security and storage of all evidence obtained from crime scenes. In addition, Property Control is responsible for the return and disposal of all property found that may not be criminal in nature.
- **Police Records** - responsible for efficiently processing all police reports generated, handling citizen requests for information, maintaining CAD computer systems and databases, FOIA requests, and preparing statistics and crime reports needed by State and Federal agencies.

Budget Year Highlights and Objectives

2019 Highlights

- The Police Department successfully completed its first web-based assessment for the current four-year cycle to retain Gold Standard Accreditation with Excellence through the Commission for Law Enforcement Agencies (CALEA).
- The Police Department implemented a regional peer jury program to provide balanced and restorative justice alternatives for youth in Downers Grove and surrounding communities.
- The Police Department participated in the Countywide consolidation of the Felony Investigative Assistance Team and DuPage County Major Crimes Task Force to provide specialized emergency response resources throughout DuPage County.
- The Police Department staff partnered with all public and private schools in Downers Grove to monitor lockdown drills. Staff observed these drills and worked with school administration to improve the safety of the students.
- The Police Department partnered with the Downers Grove Fire Department to conduct joint Rescue Task Force training to enhance the public safety response to incidents of school and workplace violence.
- The Police Department established the Crisis Intervention Team (CIT); a group of specially-trained officers who focus on outreach strategies related to mental health and persons in crisis.
- A Police Department Sergeant graduated from Northwestern University's School of Police Staff and Command, a 10 week leadership development training course.
- The Police Department participated in the successful implementation of the DuPage Justice Information System (DUJIS); a Countywide consolidated Computer-Aided Dispatch (CAD) and Records Management System (RMS) system.
- The Investigations Unit worked in cooperation with Felony Investigative Assistance Team Major Crimes Unit and the DuPage Sheriff's Office to investigate internet crimes against children cases.
- The Patrol Division completed 14 traffic initiatives/enforcement campaigns concentrating on speeding, distracted driving and seat belt violations.
- The Department conducted six DUI enforcement campaigns throughout the year.
- The Department conducted community education and enforcement of the revised Village of Downers Grove tobacco ordinance.

2020 Objectives

- The Police Department will conduct a recruitment testing process with an emphasis on hiring a capable and diverse workforce.
- One sergeant will attend Northwestern University's School of Police Staff and Command, a 10 week leadership development training course
- The Police Department will provide advanced evidence training through Northwestern University to enhance our ability to process crime scenes and investigate major crimes
- The Police Department will provide public awareness training about on-line, telephone, and in person financial scams

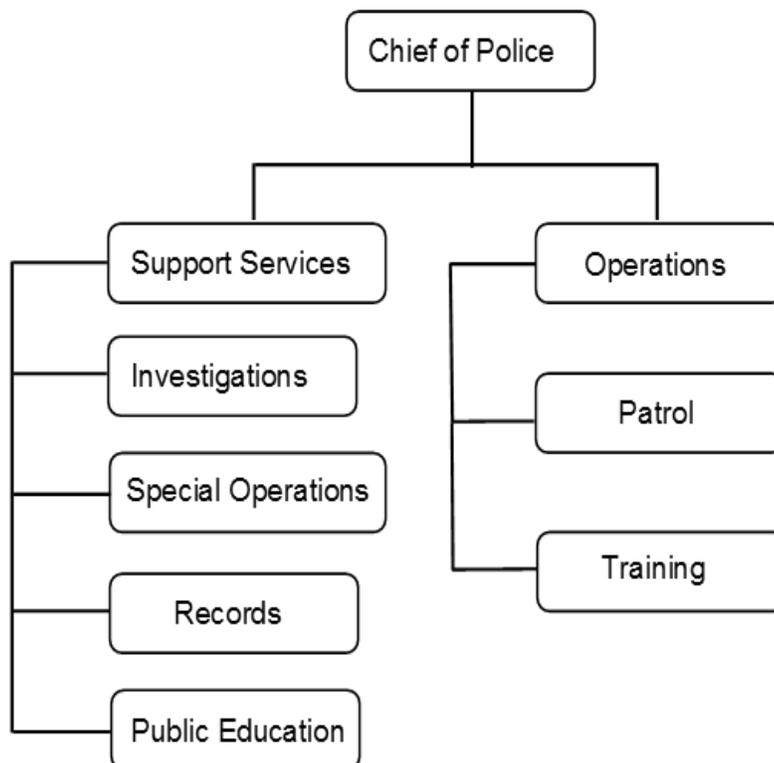
POLICE DEPARTMENT

General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	13,643,788	13,789,417	13,696,008	14,268,888	15,142,381	15,622,226
Supplies	192,282	191,168	189,218	192,270	187,870	187,870
Professional Services	1,079,468	1,073,608	1,098,683	1,136,471	1,136,252	1,136,377
Other Services	104,590	132,452	125,873	147,027	142,447	142,747
Claims, Grants, & Debt	1,245,012	1,705,930	1,755,930	1,106,956	1,300,654	1,341,913
Controlled Assets	33,648	37,800	41,927	63,800	39,800	39,800
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	16,298,788	16,930,375	16,907,639	16,915,412	17,949,404	18,470,933

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Personnel includes the pension which increased by \$250,000 in 2020.
- Supplies includes uniforms and vests, and ammunition and range supplies.
- Professional Services-The largest component of this line item is payments to Du-Comm for Dispatch services. In addition it includes training, phone costs, promotional testing and CAD use charges.
- Other Services includes maintenance on various department equipment: dispatch system, alarm boards, breathalyzers, cameras, fingerprint system, radar units, etc.; and subscriptions to law enforcement/crime databases.
- Claims, Grants, & Debt decreased in 2020 due to police department workers compensation costs.



POLICE DEPARTMENT

Staffing Plan

Position Title	2018	2019	2020	Change
Police Chief	1.00	1.00	1.00	-
Deputy Police Chief - Administration	1.00	1.00	1.00	-
Deputy Police Chief - Operations	1.00	1.00	1.00	-
Police Lieutenant	4.00	3.00	3.00	-
Police Sergeant	11.00	10.00	10.00	-
Records Manager	1.00	1.00	1.00	-
Public Info & Education Supervisor	1.00	-	-	-
Support Services Manager	-	1.00	1.00	-
Training Coordinator	-	1.00	1.00	-
VOC Manager	1.00	-	-	-
Records Supervisor	1.00	-	-	-
Admin Spec/Purchasing Supervisor	1.00	1.00	1.00	-
Management Analyst-Records	-	1.00	1.00	-
Public Education Specialist	-	1.00	1.00	-
Crime Prevention Specialist	0.63	-	-	-
CSO Supervisor	1.00	1.00	1.00	-
Case Records Specialist	1.00	1.00	1.00	-
Court/Property Control Officer	1.00	1.00	1.00	-
Administrative Secretary II	1.00	1.00	1.00	-
CSO II	2.00	2.00	2.00	-
Investigative Aide	1.00	1.00	1.00	-
Records Specialist	3.00	3.00	3.00	-
CSO I	1.00	1.00	1.00	-
Crossing Guard	3.60	3.60	3.60	-
Police Officer	56.00	55.00	55.00	-
Total: Police	94.23	91.60	91.60	0.00



FIRE DEPARTMENT

Jeff Pindelski, Fire Chief

Department Overview

Description of Responsibilities and Services

The Fire Department provides 24-hour Fire Suppression; Rescue, and Emergency Medical Services; and overall Village Emergency Management Coordination to the community. The Fire Department also provides specialized services such as hazardous materials response which also includes domestic terrorism response capabilities. Specialized rescue capabilities such as high-angle rescue, trench rescue, structural collapse, and confined space rescue services are also provided by the Fire Department.

The Fire Department provides Fire Prevention, Fire Inspection and Fire/Arson Investigation services to the community. The Fire Prevention Bureau performs regular inspections of commercial and institutional occupancies as well as the common areas of multi-family occupancies. The Fire Prevention Bureau works with the Community Development Department to complete fire plan reviews, occupancy approvals, fire pump and sprinkler system testing.

The Fire Department Public Education Division delivers award-winning and nationally recognized fire and life safety education to pre-school, grade school, and high school students. The Public Education Division also delivers Fire and Life Safety Education programs to businesses, civic groups and senior citizens. The Public Education Division also performs educational facility and high rise evacuation drills. Many of Downers Grove's programs have received national awards or recognition and are often copied by Fire Departments across the country.

Budget Year Highlights and Objectives

2019 Highlights

- Converted fire alarms in Village to wireless technology
- Received Mission Lifeline Gold Plus status from the American Heart Association
- Initiated program to improve return to spontaneous circulation percentages for cardiac arrest patients
- Implemented new CAD system
- Implemented new fire station alerting system
- Replaced MDT's in all fire apparatus
- Replaced one ambulance
- Replaced Battalion Chief command vehicle
- Replaced air fill station
- Replaced rescue tools on Engine 103, Engine 105, and Tower 102
- Conducted Rescue Task Force training in conjunction with the Police Department
- Established Lieutenant promotional eligibility list
- Replaced automatic CPR boards to replace outdated units
- Implemented Physical Fitness and Wellness program
- Conducted extensive field evaluation and updated specifications for turnout gear
- Conducted internal Fire Apparatus Engineer (FAE) class
- Conducted internal Fire Service Vehicle Operator (FSVO)
- Provided Roll Call Training with Police Department
- Implemented new Check It software with Public Works/Fleet
- Sent 2 members to IFSI Company Officer school
- 6 members completed internal Bike Medic class
- Sent 2 members to IFSI Engine Company Operations
- 14 members completed Hazardous Materials Technician transition training program (OSFM)
- Initiated Cancer Prevention initiative
- Sent 2 members to IFSI Smoke Divers
- Sent 4 members to Youthful Fire Intervention Specialist class
- Firefighter Andrew Hoff received the Higgins-Langley Award for Water Rescue
- Expanded 7G programs in training, fire prevention and public education
- 7 firefighter/paramedics completed probationary period
- 3rd grade Learn Not To Burn program demonstrated 20% knowledge gain
- Received 2019 Safety Champion Award for reducing accidents and injuries

2020 Goals

- Replace outdated NIFRS reporting software
- Purchase gear extractor for Station 103
- Upgrade vehicle exhaust system for Station 101
- Train one new fire investigator
- Conduct internal fire investigator class
- Train one new arson investigator
- Replace seven outdated Automatic External Defibrillators
- Replace chief command vehicle
- Replace mobile Starcom radios
- Conduct internal transition from Vert 2 to Rope Tech (OSFM)
- Conduct smoke alarm installation for identified high-risk areas
- Implement leadership program for company officers

FIRE DEPARTMENT

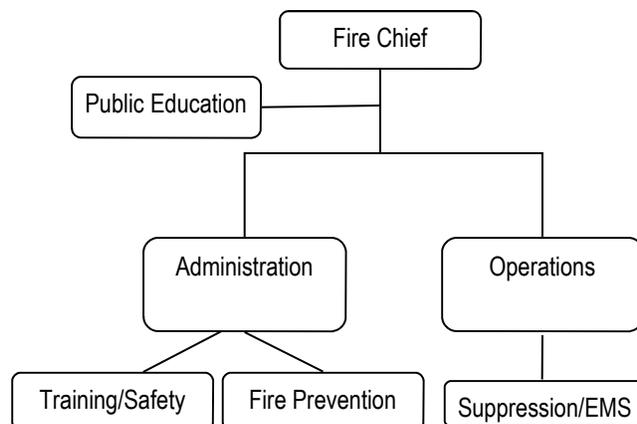
General Fund Budget Summary

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
Personnel	14,078,089	14,177,060	14,192,890	15,086,418	15,537,408	16,045,215
Supplies	165,386	172,569	172,569	174,355	179,587	184,972
Professional Services	648,128	707,467	707,467	694,090	739,764	737,056
Other Services	75,315	84,872	84,872	94,305	97,134	100,053
Claims, Grants, & Debt	2,309,334	1,816,898	1,866,898	1,996,970	2,235,498	2,316,871
Controlled Assets	18,183	29,276	29,276	68,550	70,607	72,725
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	17,294,435	16,988,142	17,053,972	18,114,688	18,859,998	19,456,892

NOTEWORTHY CHANGES FROM FY19 AND OTHER EXPLANATIONS

- Personnel includes the pension which increased by \$211,000 in 2019.
- Supplies includes uniforms, tools and equipment such as AEDs, cardiac monitors, Glidescopes, etc.
- Professional Services - This line item includes payments to Du-Comm for dispatching Fire. Prior to 2017 all dispatching costs were paid out of the Police Department. In addition, this line item includes costs for the alarm boards, fees for ambulance billing, training and phone costs
- Claims, Grants, & Debt decreased in 2019 due to a decrease in workers compensation for the fire department.

Organization Chart



FIRE DEPARTMENT

PROGRAM INFORMATION

The Fire Department annual operating budget is divided into eight different cost centers, referred to as program budgets. The programs are as follows:

- **Fire Services Management:** Responsible for coordination and management of the Fire Department Fire Suppression. Provides all personnel and support costs necessary to maintain the Village's emergency response and fire suppression operations.
- **Facilities Maintenance:** Resources to maintain the operational integrity of Fire Department facilities in addition to presenting an appearance appropriate to Downers Grove community standards.
- **Fire Training:** The Fire Training program provides support to the Department's training system. The Training Officer's salary and benefits are a part of the program, but most of this program provides for quality education and hands-on practical experience to line personnel.
- **Fire Prevention:** Ensures that all buildings in the Village are safe for their occupants, visitors and owners. The Fire Prevention Bureau achieves this through reviewing and monitoring building engineering components and fire and life safety codes in both existing buildings and in new construction; and participating in educational activities and enforcing building.
- **Special Operations:** Response to specialized incidents such as high-angle rescue, trench collapse rescue, confined space, structural collapse rescue, hazardous materials, environmental issues, and domestic terrorism response.
- **Fire Education:** Addresses fire safety and injury prevention concerns for all ages and demographic areas of the Village. The programs provide timely and necessary information for young children through high school students, businesses, senior citizens, civic organizations, schools, religious groups, and parent groups in an effort to prevent fires, injuries and unsafe behaviors before they occur.
- **Emergency Medical Services:** Supports all non-personnel aspects of the Department's Emergency Medical Services (EMS) program, including all equipment required for EMS and associated services. The program provides for the purchase of the necessary Basic Life Support (BLS) and Advanced Life Support (ALS) supplies and equipment used on the Department's engines and ambulances.



FIRE DEPARTMENT

Staffing Plan

Position Title	2018	2019	2020	Change
Fire Chief	1.00	1.00	1.00	-
Deputy Fire Chief-Operations	1.00	1.00	1.00	-
Deputy Fire Chief-Administration	1.00	1.00	1.00	-
Batallion Chief	3.00	3.00	3.00	-
Batallion Chief-Safety & Training	1.00	1.00	1.00	-
Division Chief-Fire Prevention	1.00	1.00	1.00	-
Asst to Chief Community Education	1.00	1.00	1.00	-
Fire Inspector/Plan Reviewer	1.00	1.00	1.00	-
Fire Inspector	0.50	0.50	0.50	-
Administrative Secretary II	3.00	3.00	3.00	-
Fire Lieutenant	12.00	12.00	12.00	-
Firefighter/Paramedic	54.00	56.00	56.00	-
Firefighter	4.00	2.00	2.00	-
Total: Fire	83.50	83.50	83.50	-

OTHER GENERAL FUND EXPENSES

This page identifies those General Fund programs and expenses that are not appropriately classified with any of the department-based operational expenses that appear on previous pages in this section. Explanation on this page allows departmental expenses to be more accurately stated while also identifying the impact of these unique Village expenses:

243-Central Services - Provides funding management and procurement for centralized office supplies and services such as telephone contracts and maintenance, photocopy equipment and supplies, postal machines and services, fax machines, office coffee services and other mutually shared expenses that support interoffice functions.

421-Economic Development - Include expenses that support the not-for-profit Economic Development Corporation with the majority of the revenues generated by the Village's Hotel Tax.

495-Downtown SSA #2 - Include expenses paid directly to the Downtown Management Corporation from the property taxes raised within the geographic boundary of the downtown codified as Special Service Area (SSA #2).

496-Intergovernmental Support - Includes expenses to be paid to other units of government and to certain fire protection districts for recently-annexed property as required by state statutes.

821-Social Services - Includes expenses for support of the Meals on Wheels program.

823-Alcohol & Tobacco - Includes expenses for the support of the Village's alcohol and tobacco awareness and enforcement programs, which is administered by Legal and Police Department personnel.

833-Transportation Assistance - Also known as the taxi-coupon subsidy program, these expenses provide 50% subsidies for eligible seniors in Downers Grove to use local taxi services.

863-Emergency Management - Includes operational expenses related to Emergency Management. Replacement tornado sirens budgeted in 2019, not needed in 2018 or 2019.

864-Community Events - Village sponsors many events and also assists other organizations in planning events. 2019 and beyond will include overtime for all special events, historically only overtime for Rotary Grove Fest was included in this program.

	FY2018 Actual	FY2019 Budget	FY2019 Estimate	2020 Adopted	FY2021 Projection	FY2022 Projection
243-Central Services	33,149	38,560	36,222	37,183	38,668	40,074
421-Economic Development	381,364	390,586	400,586	400,586	398,054	395,445
495-Downtown SSA #2	238,581	247,000	247,000	247,000	247,000	-
496-Intergovernmental Support	148,884	157,000	180,696	199,818	217,659	220,000
821-Social Services	30,000	30,000	30,000	30,000	30,000	30,000
823-Alcohol & Tobacco	24,042	22,398	25,930	21,369	22,988	23,047
833-Transportation Assistance	53,684	91,000	75,000	75,000	75,000	75,000
863-Emergency Mgt	11,675	31,570	7,850	21,520	21,520	21,520
864-Community Events	53,476	88,370	72,220	84,850	85,850	86,850
	800,000	-	-	-	-	-
Total Expenses	1,774,855	1,096,484	1,075,504	1,117,326	1,136,739	891,936

COMMUNITY INVESTMENT PROGRAM (CIP)

OVERVIEW

The Village is responsible for the construction and maintenance of important infrastructure such as: roads, watermains and stormwater facilities; as well as the maintenance of Village buildings, machinery and equipment. The programs to construct and maintain these types of assets are known as capital programs. This document is the Village's plan for capital improvements for the five-year period between FY20 and FY24. The CIP includes a summary of all major capital improvements planned over the next five years, including a specific description and cost summary of each project and a summary of the funding sources for each of the projects.

The first year of the Community Investment Program will serve as the Capital Budget for FY20. The remaining four years are for planning purposes and will be reviewed and adjusted in scope and priority to meet the community's needs. Development and approval of the Annual Budget assures adequate review of capital needs and proper investment to the Village's infrastructure. The long-range view serves to eliminate surprises and helps provide time for proper planning to stabilize funding of necessary capital projects.

The CIP identifies projects for the next five years and beyond that total \$89 million. Projects in FY20 amount to \$21,290,000. (These amounts reflect total expenditures before any grant funding received.)

CIP Criteria

Projects included in the CIP meet the following criteria:

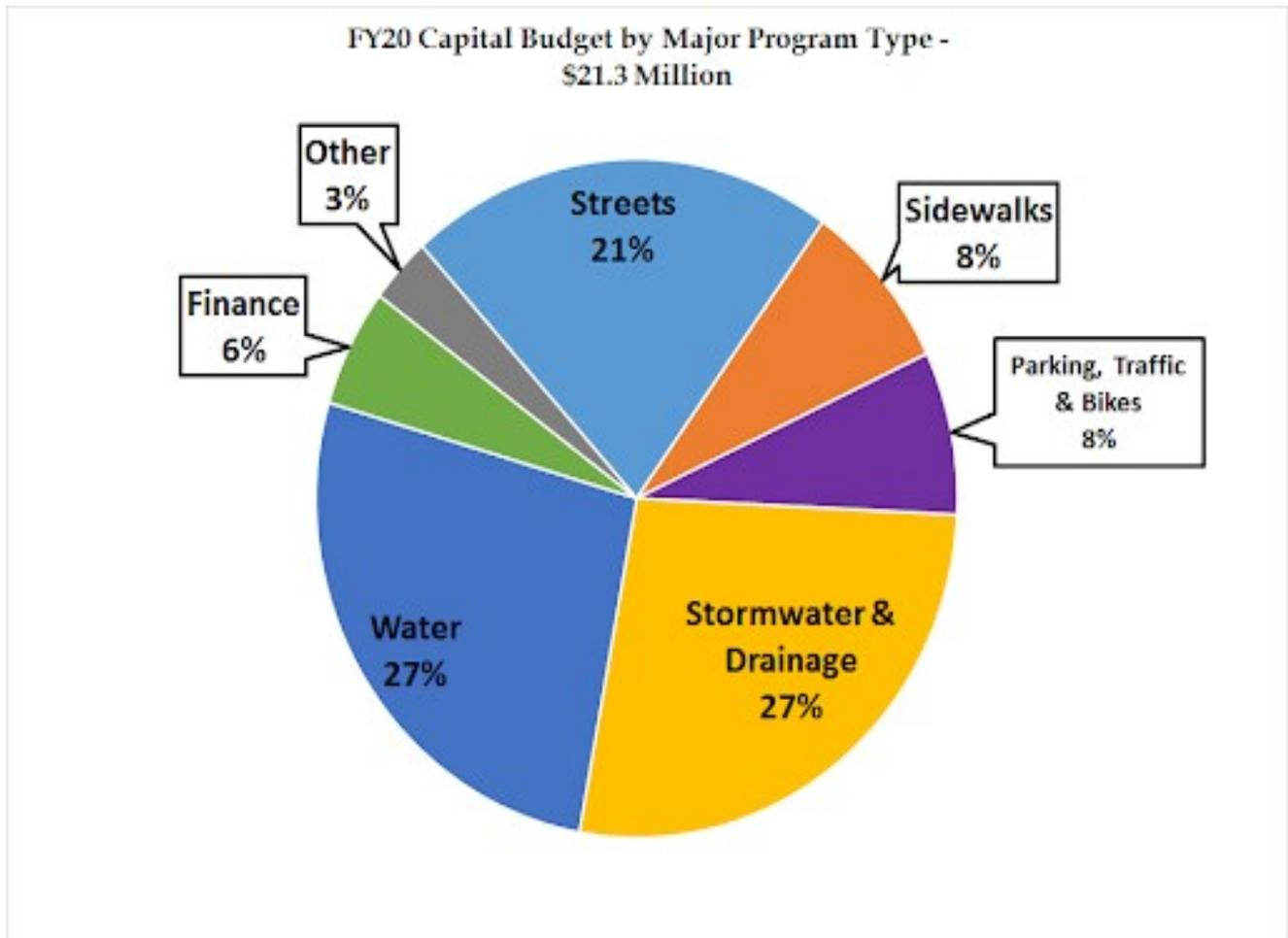
- The project has a minimum value of \$25,000.
- The project has useful life of longer than two years.
- The project results in a fixed asset.
- If the project is an engineering study, it leads to a capital program.

Capital projects include costs in six main categories which include:

- Professional Services
- Land Acquisition
- Infrastructure Improvements
- Building Improvements
- Machinery and Equipment
- Other/Miscellaneous

COMMUNITY INVESTMENT PROGRAM (CIP)

The FY20 Capital Budget is categorized by program and fund. Capital projects in the Capital Fund, Municipal Buildings Fund, and Ogden Avenue TIF funds are broken down by programs. Capital Projects for the Enterprise Funds (Stormwater, Water and Parking) are contained in program 394. The chart below shows the percentage investment in each category for FY20.



COMMUNITY INVESTMENT PROGRAM (CIP)

Description of Programs:

Program 142 – Major Buildings

This program provides for the improvement of the Village's larger buildings such as Village Hall, the Police Department, Public Works Facility and Fire Stations. Large component replacements (over \$25,000) and repairs are also included in this program.

Program 261 – Finance

This program provides for the purchase of the Village's financial software.

Program 333 – Street Lights

Expansion and complete replacement of the various lighting systems within the Village are included in this program. Maintenance functions such as bulb and ballast replacement or lighting controller upgrades are considered maintenance functions and are included in the Operating Budget

Program 335 – Forestry

This program involves the removal and replacement of ash trees infested with EAB, and the preventative treatment of healthy ash trees.

Program 341 – Sidewalks

This program serves to fund the annual removal and replacement of existing sidewalk and rehabilitation of sidewalk tripping hazards as well as sidewalk which has cracked into more than three pieces or is otherwise beyond its useful life. The Village maintains over 5 million square feet (SF) of sidewalk which has a life expectancy of 50 to 100 years. Some funds for this program are placed into the Capital Projects Fund by developers and builders who pay a fee in lieu of installing required sidewalk.

Program 342 – Streets

Much of funding for this program comes from the Motor Fuel Tax Fund. The primary project in this fund is the Annual Roadway Maintenance Program, which encompasses resurfacing, crack sealing and preventative (slurry) seal of existing pavement. This program also includes an average of one or two complete reconstruction projects and resurfacing.

Program 344 – Traffic

Traffic continues to be one of the concerns foremost in the community's mind. Improvements, which reduce congestion and improve safety, are contained within this program. The most common type of project is a traffic signal replacement, which, owing to modern technology, generally fulfills these goals.

Program 345 – Bikeways

Implementation of the Village's Bikeway Plan is the focus of this program.

Program 394 – Capital Projects-Enterprise Funds

This program contains all capital projects in the Village's Enterprise Funds-Stormwater, Water and Parking.

Program 665 – Parking Enforcement

This program contains expenditures for the camera system in the parking deck.

COMMUNITY INVESTMENT PROGRAM (CIP)

Funding Source Summary

Listed below is a summary of the funding sources available for the projects included in the Community Investment Program.

Fund 102 – Motor Fuel Tax Fund

Income to this fund comes from the Village's share of the excise tax on motor fuel. Recent receipts have been about \$1.2M.

Fund 110 – Ogden Avenue Tax Increment Financing (TIF) Fund

In much the same way as the Downtown TIF District has been rejuvenating that area, the Ogden Avenue TIF District Fund has been established to provide funds for the improvement of this district.

Fund 220 – Capital Projects Fund

This fund derives its revenue from multiple sources including the home rule sales tax, property tax, telecommunications tax and developer contributions for sidewalks.

Fund 223 – Municipal Buildings Fund

This fund has been established to specifically track the expenditures associated with the construction of major Village buildings. Income from this fund comes from a local gasoline tax and transfers from the Capital Fund.

Fund 443 – Stormwater Fund

This fund has been established to track expenditures associated with the maintenance and expansion of the stormwater collection, storage and conveyance system. Revenues come from a stormwater fee, billed to all property owners in Downers Grove on the total amount (in square footage) of impervious area on each parcel.

Fund 471 – Parking Fund

Daily and Monthly parking fees are the main sources of income for this fund for maintenance and improvement of the parking lots.

Fund 481 – Water Fund

Revenues in this fund come from the sale of water, and a fixed fee, which is based on the size of the meter. In addition to paying for water from the DuPage Water Commission, revenues are used to maintain the water infrastructure.

Grants/Other Sources

The Village is constantly reviewing all available grant monies. Generally a formal application, review, and award process is followed with each grantor following their (frequently legislatively-mandated) evaluation and ranking process. The DuPage Mayor's and Manager's Conference is one such grantor. They distribute the regional share of Federal Highway Trust Funds. Other agencies include FEMA and the Environmental Protection Agency.

COMMUNITY INVESTMENT PROGRAM (CIP)

Project Description		FY 2020 Projected
Program 142 - Major Buildings		
MB-043	Facility Improvements/Maintenance - Fire Stations	215,000
MB-052	Facility Improvements/Maintenance - Public Works	220,000
MB-100	Emergency Repair Project Contingency	75,000
	Totals:	510,000
Program 261 - Finance		
FN-002	System Replacement	1,200,000
	Totals:	1,200,000
Program 333 - Street Lights		
SL-009	Fairview Commuter Area Street Light Replacement	125,000
	Totals:	125,000
Program 335 - Forestry		
FO-001	Emerald Ash Borer (EAB) Eradication	139,400
	Totals:	139,400
Program 341 - Sidewalks		
S-005	Ogden Avenue Sidewalk Installation	500,000
S-006	Replacement/Rehabilitation Sidewalk Program	269,000
S-007	DBD Crosswalk & Accessibility Upgrades	200,000
S-008	Right-of-Way Accessibility Improvements	165,000
S-011	Jefferson - Brookbank Sidewalk Connection	600,000
	Totals:	1,734,000
Program 342 - Streets		
ST-004	Roadway Maintenance Program	3,703,700
ST-058	Roadway Reconstruction Program	750,000
	Totals:	4,453,700
Program 344 - Traffic		
TR-023	Pavement Striping Maintenance	50,000
TR-024	Neighborhood Traffic Management	30,000
TR-026	Traffic Signal Modernization, Finley Rd. at Finley Mall	325,000
TR-027	Fiber Optic Cable - Main/Maple to Fire Station #2	65,000
TR-032	Traffic Signal at 63rd Street & Springside Ave	201,250
TR-033	Pedestrian Safety Enhancements	100,000
	Totals:	771,250

COMMUNITY INVESTMENT PROGRAM (CIP)

Program 394 - Capital Projects

FUND 443 - Stormwater Fund

DR-024	Streambank Improvements, St Joseph Creek, Main Branch	60,000
P-017	Forest North Lot Reconstruction	50,000
SW-051	Neighborhood Drainage Improvements Cost-Share Program	85,000
SW-069	Green Streets/Sustainable Storm Water Program	42,000
SW-070	Storm Sewer Replacement, Annual Element	750,000
SW-073	Downtown Water Quality Improvements	50,000
SW-080	Identified Future Drainage and Floodplain Improvements	2,350,000
SW-085	Dredging of Prince Pond	900,000
SW-086	Future Drainage and Floodplain Improvements	150,000
SW-088	Streambank Improvements, St Joseph Creek, South Branch	1,400,000
	Totals:	5,837,000

FUND 481 - Water Fund

WA-028	Watermain Replacement, Annual Element	5,000,000
WP-010	Water Facility Maintenance, Annual Element	225,000
WP-011	Existing Well Rehab	105,000
WP-018	SCADA System Maintenance	250,000
WP-019	Water Storage Tank Rehabilitation & Maintenance	50,000
WP-022	U.S. EPA Risk Assessment and Emergency Response Plan	50,000
	Totals:	5,680,000

FUND 471 - Parking Fund

P-010	Parking Lot Improvements, Annual Element	55,000
P-013	Parking Deck Maintenance	100,000
P-017	Forest North Lot Reconstruction	435,000
	Totals:	590,000

Program 665 - Parking Enforcement

PS-004	Village Facilities Security Cameras	250,000
	Totals:	250,000

	Grand Totals of All Projects	21,290,350
	Grants	(610,220)
	Net Total	20,680,130

COMMUNITY INVESTMENT PROGRAM (CIP)

Community Investment Fund Project List							
Sorted by Fund							
Project Description	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	Future Yrs Planned	TOTAL
FUND 220 - Capital Projects Fund							
FN-002	System Replacement	1,200,000	1,150,000				2,350,000
FO-001	Emerald Ash Borer (EAB) Eradication	139,400	96,600	66,900			302,900
S-005	Ogden Ave Sidewalks Installation	100,000					100,000
S-006	Replacement/Rehabilitation Sidewalk Program	269,000	282,450	296,600	311,450	327,025	1,486,525
S-007	DBD Crosswalk & Accessibility Upgrades	200,000	100,000	100,000	100,000	100,000	300,000
S-008	Right of Way Accessibility Improvements	165,000	165,000	165,000	170,000	175,000	840,000
S-011	Jefferson - Brookbank Sidewalk Connection	600,000					600,000
SL-004	Fairview Business District Street Light Replacement					175,000	175,000
SL-009	Fairview Commuter Area Street Light Replacement	125,000					125,000
ST-004	Roadway Maintenance Program	2,103,700	2,103,700	2,103,700	2,103,700	2,103,700	10,518,500
ST-058	Roadway Reconstruction Program	750,000	750,000	750,000	750,000	750,000	3,750,000
ST-059	Roadway Resurfacing (LAFO) Fairview, Ogden to 55th Street		850,000				850,000
TR-023	Pavement Striping Maintenance	50,000	90,000	50,000	50,000	90,000	330,000
TR-024	Neighborhood Traffic Management	30,000	30,000	30,000	30,000	30,000	150,000
TR-026	Traffic Signal Modernization, Finley Rd. at Finley Mall	325,000					325,000
TR-027	Fiber Optic Cable - Main/Maple to Fire Station #2	65,000					65,000
TR-030	Traffic Signal Modernization, Downers Drive at Finley Mall		400,000				400,000
TR-032	Traffic Signal at 63rd Street & Springside Avenue	201,250					201,250
TR-033	Pedestrian Safety Enhancements	100,000	30,000	30,000	30,000	30,000	220,000
BW-005	31st Street Bike Path					87,500	87,500
	Sub Totals:	6,423,350	6,047,750	3,592,200	3,545,150	3,605,725	23,776,675
	Grants Approved						
S-007	DBD Crosswalk and Accessibility Upgrades	(100,000)					(100,000)
SL-009	Fairview Commuter Area Street Light Replacement	(90,000)					(90,000)
ST-059	Roadway Resurfacing (LAFO) Fairview, Ogden to 55th Street		(595,000)				(595,000)
	Grants Anticipated						
							-
	Totals:	6,233,350	5,452,750	3,592,200	3,545,150	3,605,725	22,991,675
FUND 223 - Major Buildings							
MB-043	Facility Improvements/Maintenance - Fire Stations	215,000	140,000	100,000	100,000		555,000
MB-050	Facility Improvements/Maintenance - Police Station		175,000	45,000	200,000	175,000	595,000
MB-051	Facility Improvements/Maintenance - Civic Center		87,500	165,000	200,000	120,000	572,500
MB-052	Facility Improvements/Maintenance - Public Works	220,000	150,000	10,000	60,000		440,000
MB-054	Facility Improvements/Maintenance - Train Stations		40,000	60,000	40,000		140,000
MB-056	Facility Improvements/Maintenance - Fleet Maintenance		75,000				75,000
MB-100	Emergency Repair Project Contingency	75,000	75,000	75,000	75,000	75,000	375,000
PS-004	Village Facilities Security Cameras		50,000	50,000	50,000	50,000	200,000
	Totals:	510,000	792,500	505,000	725,000	420,000	2,952,500

COMMUNITY INVESTMENT PROGRAM (CIP)

FUND 443 - Stormwater Fund								
DR-024	Streambank Improvements, St Joseph Creek, Main Branch	60,000	65,000	65,000	75,000	75,000	3,550,000	3,890,000
P-017	Forest North Lot Reconstruction	50,000						50,000
SW-051	Neighborhood Drainage Improvements Cost-Share Program	85,000	90,000	90,000	90,000	90,000		445,000
SW-069	Green Streets/Sustainable Storm Water Program	42,000	30,000	30,000	30,000	30,000		162,000
SW-070	Storm Sewer Replacement, Annual Element	750,000	750,000	750,000	750,000	750,000		3,750,000
SW-073	Downtown Water Quality Improvements	50,000	50,000	50,000	50,000	50,000	100,000	350,000
SW-080	Identified Future Drainage and Floodplain Improvements	2,350,000	1,350,000	3,000,000				6,700,000
SW-085	Dredging of Prince Pond	900,000						900,000
SW-086	Future Drainage and Floodplain Improvements	150,000						150,000
SW-088	Streambank Improvements, St Joseph Creek, South Branch	1,400,000	75,000				2,025,000	3,500,000
	Sub Totals:	5,837,000	2,410,000	3,985,000	995,000	995,000	5,675,000	19,897,000
	Grants Anticipated							
SW-088	Streambank Improvements, St Joseph Creek, South Branch	(420,220)						(420,220)
	Totals:	5,416,780	2,410,000	3,985,000	995,000	995,000	5,675,000	19,476,780
FUND 481 Water Fund								
WA-028	Watermain Replacement, Annual Element	5,000,000	4,000,000	4,000,000	4,000,000	4,000,000		21,000,000
WP-010	Water Facility Maintenance, Annual Element	225,000	125,000	125,000	125,000	125,000		725,000
WP-011	Existing Well Rehab	105,000	900,000	105,000	900,000			2,010,000
WP-018	SCADA System Maintenance	250,000	100,000	100,000				450,000
WP-019	Water Storage Tank Rehabilitation & Maintenance	50,000	1,700,000	50,000	750,000	50,000		2,600,000
WP-022	U.S. EPA Risk Assessment and Emergency Response Plan	50,000	50,000				75,000	175,000
WP-023	Water Meter Replacement Village Wide					3,000,000	3,000,000	6,000,000
	Totals:	5,680,000	6,875,000	4,380,000	5,775,000	7,175,000	3,075,000	32,960,000
FUND 471 - Parking Fund								
P-010	Parking Lot Improvements, Annual Element	55,000	60,000	60,000	60,000	60,000		295,000
P-013	Parking Deck Maintenance	100,000	260,000	310,000	285,000	375,000		1,330,000
P-017	Forest North Lot Reconstruction	435,000						435,000
PS-004	Village Facilities Security Cameras	250,000						250,000
	Totals:	840,000	320,000	370,000	345,000	435,000	-	2,310,000
FUND 102 - Motor Fuel Tax Fund								
ST-004	Roadway Maintenance Program	1,600,000	1,500,000	1,500,000	1,500,000	1,500,000		7,600,000
	Totals:	1,600,000	1,500,000	1,500,000	1,500,000	1,500,000	-	7,600,000
FUND 110 OGDEN AVENUE TIF								
S-005	Ogden Avenue Sidewalk Installation	400,000						400,000
	Totals:	400,000	-	-	-	-	-	400,000

COMMUNITY INVESTMENT PROGRAM (CIP)

Community Investment Program Project List								
Sorted by Program								
Project Description	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	Future Yrs Planned	TOTAL	
Program 142 - Major Buildings								
MB-043	Facility Improvements/Maintenance - Fire Stations	215,000	140,000	100,000	100,000			555,000
MB-050	Facility Improvements/Maintenance - Police Station		175,000	45,000	200,000	175,000		595,000
MB-051	Facility Improvements/Maintenance - Civic Center		87,500	165,000	200,000	120,000		572,500
MB-052	Facility Improvements/Maintenance - Public Works	220,000	150,000	10,000	60,000			440,000
MB-054	Facility Improvements/Maintenance - Train Stations		40,000	60,000	40,000			140,000
MB-056	Facility Improvements/Maintenance - Fleet Maintenance		75,000					75,000
MB-064	Facility Improvements/Maintenance - Parking Deck							-
MB-100	Emergency Repair Project Contingency	75,000	75,000	75,000	75,000	75,000		375,000
PS-004	Village Facilities Security Cameras		50,000	50,000	50,000	50,000		200,000
	Totals:	510,000	792,500	505,000	725,000	420,000	-	2,952,500
Program 261 - Finance								
FN-002	System Replacement	1,200,000	1,150,000					2,350,000
	Totals:	1,200,000	1,150,000	-	-	-	-	2,350,000
Program 333 - Street Lights								
SL-004	Fairview Business District Street Light Replacement						175,000	175,000
SL-009	Fairview Commuter Area Street Light Replacement	125,000						125,000
	Sub Totals:	125,000	-	-	-	-	175,000	300,000
Grants Approved								
SL-009	Fairview Commuter Area Street Light Replacement	(90,000)						(90,000)
	Totals:	35,000	-	-	-	-	175,000	210,000
Program 335 - Forestry								
FO-001	Emerald Ash Borer (EAB) Eradication	139,400	96,600	66,900				302,900
	Totals:	139,400	96,600	66,900	-	-	-	302,900
Program 341 - Sidewalks								
S-005	Ogden Avenue Sidewalk Installation	500,000						500,000
S-006	Replacement/Rehabilitation Sidewalk Program	269,000	282,450	296,600	311,450	327,025		1,486,525
S-007	DBD Crosswalk & Accessibility Upgrades	200,000	100,000	100,000	100,000	100,000	300,000	900,000
S-008	Right-of-Way Accessibility Improvements	165,000	165,000	165,000	170,000	175,000		840,000
S-011	Jefferson - Brookbank Sidewalk Connection	600,000						600,000
	Sub Totals:	1,734,000	547,450	561,600	581,450	602,025	300,000	4,326,525
Grants Approved								
S-007	DBD Crosswalk & Accessibility Upgrades	(100,000)						(100,000)
	Totals:	1,634,000	547,450	561,600	581,450	602,025	300,000	4,226,525

COMMUNITY INVESTMENT PROGRAM (CIP)

Program 342 - Streets								
ST-004	Roadway Maintenance Program	3,703,700	3,603,700	3,603,700	3,603,700	3,603,700		18,118,500
ST-058	Roadway Reconstruction Program	750,000	750,000	750,000	750,000	750,000		3,750,000
ST-059	Roadway Resurfacing (LAFO) Fairview, Ogden to 55th Street		850,000					850,000
	Sub Totals:	4,453,700	5,203,700	4,353,700	4,353,700	4,353,700	-	22,718,500
Grants Approved								
ST-059	Roadway Resurfacing (LAFO) Fairview, Ogden to 55th Street		(595,000)					(595,000)
	Totals:	4,453,700	4,608,700	4,353,700	4,353,700	4,353,700	-	22,123,500
Program 344 - Traffic								
TR-023	Pavement Striping Maintenance	50,000	90,000	50,000	50,000	90,000		330,000
TR-024	Neighborhood Traffic Management	30,000	30,000	30,000	30,000	30,000		150,000
TR-026	Traffic Signal Modernization, Finley Rd. at Finley Mall	325,000						325,000
TR-027	Fiber Optic Cable - Main/Maple to Fire Station #2	65,000						65,000
TR-030	Traffic Signal Modernization, Downers Drive at Finley Mall		400,000					400,000
TR-032	Traffic Signal at 63rd Street & Springside Ave	201,250						201,250
TR-033	Pedestrian Safety Enhancements	100,000	30,000	30,000	30,000	30,000		220,000
	Totals:	771,250	550,000	110,000	110,000	150,000	-	1,691,250
Program 345 - Bikeways								
BW-005	31st Street Bike Path						87,500	87,500
	Totals:	-	-	-	-	-	87,500	87,500
Program 394 - Capital Projects								
DR-024	Streambank Improvements, St Joseph Creek, Main Branch	60,000	65,000	65,000	75,000	75,000	3,550,000	3,890,000
P-010	Parking Lot Improvements, Annual Element	55,000	60,000	60,000	60,000	60,000		295,000
P-013	Parking Deck Maintenance	100,000	260,000	310,000	285,000	375,000		1,330,000
P-017	Forest North Lot Reconstruction	485,000						485,000
SW-051	Neighborhood Drainage Improvements Cost-Share Program	85,000	90,000	90,000	90,000	90,000		445,000
SW-069	Green Streets/Sustainable Storm Water Program	42,000	30,000	30,000	30,000	30,000		162,000
SW-070	Storm Sewer Replacement, Annual Element	750,000	750,000	750,000	750,000	750,000		3,750,000
SW-073	Downtown Water Quality Improvements	50,000	50,000	50,000	50,000	50,000	100,000	350,000
SW-080	Identified Future Drainage and Floodplain Improvements	2,350,000	1,350,000	3,000,000				6,700,000
SW-085	Dredging of Prince Pond	900,000						900,000
SW-086	Future Drainage and Floodplain Improvements	150,000						150,000
SW-088	Streambank Improvements, St Joseph Creek, South Branch	1,400,000	75,000				2,025,000	3,500,000
WA-028	Watermain Replacement, Annual Element	5,000,000	4,000,000	4,000,000	4,000,000	4,000,000		21,000,000
WP-010	Water Facility Maintenance, Annual Element	225,000	125,000	125,000	125,000	125,000		725,000
WP-011	Existing Well Rehab	105,000	900,000	105,000	900,000			2,010,000
WP-018	SCADA System Maintenance	250,000	100,000	100,000				450,000
WP-019	Water Storage Tank Rehabilitation & Maintenance	50,000	1,700,000	50,000	750,000	50,000		2,600,000
WP-022	U.S. EPA Risk Assessment and Emergency Response Plan	50,000	50,000				75,000	175,000
WP-023	Water Meter Replacement Village Wide					3,000,000	3,000,000	6,000,000
	Sub Totals:	12,107,000	9,605,000	8,735,000	7,115,000	8,605,000	8,750,000	54,917,000
Grants Anticipated								
SW-088	Streambank Improvements, St Joseph Creek, South Branch	(420,220)						(420,220)
	Totals:	11,686,780	9,605,000	8,735,000	7,115,000	8,605,000	8,750,000	54,496,780
Program 665 - Parking Enforcement								
PS-004	Village Facilities Security Cameras	250,000						250,000
	Totals:	250,000	-	-	-	-	-	250,000
Grand Total (All Projects):		20,680,130	17,350,250	14,332,200	12,885,150	14,130,725	9,312,500	88,690,955

2020-2024 Capital Project Sheet

Project # **BW-005**

Project Description **31st Street Bike Path**

Project summary, justification and alignment to Strategic Plan

This project represents the Village's portion of a DuPage County bike path project, which would extend along 31st Street, from Highland Ave. to Meyers Rd.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure	X								87,500	87,500
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	-	-	-	-	87,500	87,500

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
220-Capital Improvements Fund						87,500	87,500
							-
							-
							-
TOTAL FUNDING SOURCES	-	-	-	-	-	87,500	87,500

Project status and completed work

The County is currently in the design process.

Grants (funded or applied for) related to the project

Staff anticipates a partnership with DuPage County on this project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed.

Map/Pictures of Project



Priority Score **C**

Project Manager: **Nan Newlon**

Program: **345** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **DR-024**

Project Description **Streambank Improvements, St Joseph Creek, Main Branch**

Project summary, justification and alignment to Strategic Plan

This project provides for the stabilization of the Main Branch of St. Joseph Creek. Preliminary project limits are estimated to begin at Carpenter Street and continue to I-355.

Cost Summary	New			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Maintenance	Replacement								
Professional Services										-
Land Acquisition										-
Infrastructure	X			60,000	65,000	65,000	75,000	75,000	3,500,000	3,840,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X							50,000	50,000
TOTAL COST				60,000	65,000	65,000	75,000	75,000	3,550,000	3,890,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
443-Stormwater Fund	60,000	65,000	65,000	75,000	75,000	3,550,000	3,890,000
							-
							-
							-
TOTAL FUNDING SOURCES	60,000	65,000	65,000	75,000	75,000	3,550,000	3,890,000

Project status and completed work

Work in 2020 is anticipated to include herbiciding of Japanese Knotweed.

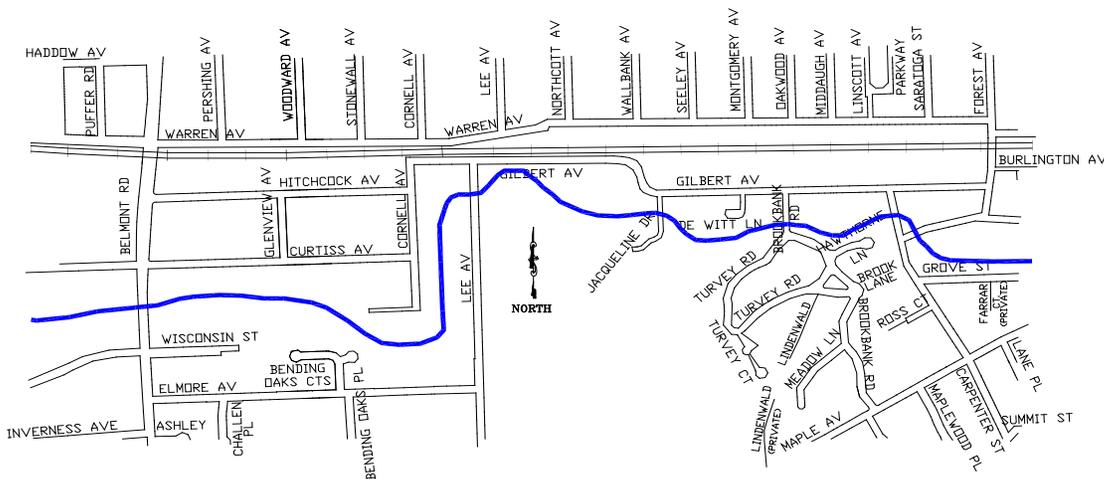
Grants (funded or applied for) related to the project.

None.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed.

Map/Pictures of Project



Priority Score **B**

Project Manager: **John Welch**

Program: **394** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **FN-002**

Project Description **Enterprise Resource Planning System (ERP)**

Project summary, justification and alignment to Strategic Plan

The current ERP (financial software) system, EDEN by Tyler Technologies, was purchased in 2006 with modules such as Accounts Receivable, Accounts Payable, General Ledger, Permitting, Utility Billing, etc. installed in stages. The product was developed for a traditional client/server environment and its capabilities have not been kept up to date with current technology. The current ERP system lacks substantial features such as dashboard analytics, calendar integration, mobility and responsive web functionality. A new system is needed to provide greater efficiencies for both internal and external customers.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
				Professional Services				300,000	250,000	
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Software				900,000	900,000					1,800,000
TOTAL COST				1,200,000	1,150,000	-	-	-	-	2,350,000

Funding Source(s)										
220-Capital Improvements Fund	▼			1,200,000	1,150,000					2,350,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				1,200,000	1,150,000	-	-	-	-	2,350,000

Project status and completed work

A consultant was hired in 2019 to assist with the ERP selection. The ERP vendor will be chosen in early 2020, and implementation will begin in Q2 2020 and is expected to take about two years.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:	60,000	120,000	122,400	124,848	127,345		554,593

The Capital Budget has been prepared assuming an on-premise solution will be selected. However a cloud solution is being considered which would reduce the software costs by about 50%. Consulting services would be the same under either scenario. Future maintenance costs for an on-premise solution are about \$120,000 per year. For a cloud solution they would range from \$250,000 to \$350,000 per year.

Map/Pictures of Project

Priority Score

Project Manager:

Program: Department:

2020-2024 Capital Project Sheet

Project # **FO-001**

Project Description **Emerald Ash Borer (EAB) Eradication**

Project summary, justification and alignment to Strategic Plan

This project involves the removal and replacement of ash trees infested with EAB, and the preventative treatment of healthy ash trees. As of May 2019, there were 1,587 parkway ash trees representing 6.93% of the tree inventory. Based on the current level of decline this would result in the removal and replacement of approximately 600 ash trees over the next 3 years. The remaining 987 ash trees would require preventative treatment.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	X	X	X							
Professional Services	X	X	X	139,400	96,600	66,900			-	302,900
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				139,400	96,600	66,900	-	-	-	302,900

Funding Source(s)		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
220-Capital Improvements Fund	▼	139,400	96,600	66,900				302,900
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		139,400	96,600	66,900	-	-	-	302,900

Project status and completed work

Annual Program

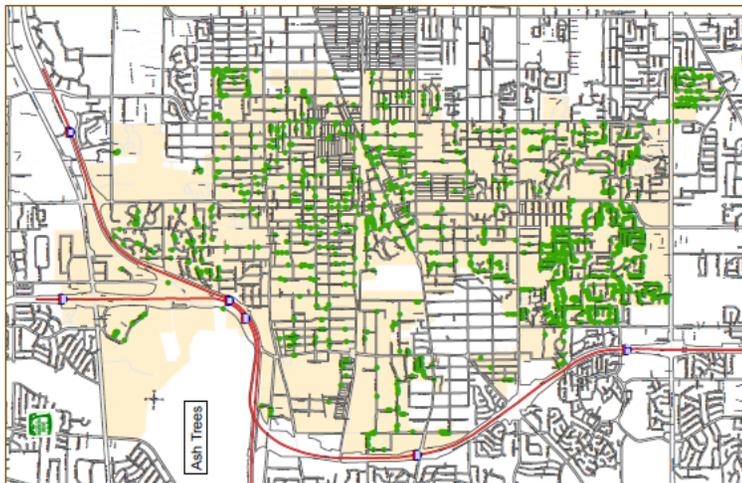
Grants (funded or applied for) related to the project

None

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Ash trees represent a significant percentage of the larger tree component of the tree inventory. Deferral of work will significantly increase future tree removal needs, will reduce the parkway tree canopy cover, and will increase the risk of tree failures associated with tree decline and breakage.

Map/Pictures of Project



Priority Score

Project Manager:

Kerstin G. von der Heide

Program: 335

Department:

Public Works

2020-2024 Capital Project Sheet

Project # **MB-050**

Project Description Facility Improvements/ Maintenance - Police Station

Project summary, justification and alignment to Strategic Plan

The sheet identifies significant facility improvement projects for certain Village building(s) that require regular maintenance and upkeep. Minor or emergency-related repair projects are funding through operating budgets or the major buildings contingency.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building		X	X	-	75,000	20,000	200,000	175,000		470,000
Machinery/Equipment			X		100,000	25,000				125,000
Other/Miscellaneous										-
TOTAL COST				-	175,000	45,000	200,000	175,000	-	595,000

Funding Source(s)		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
223-Major Buildings Fund	▼	-	175,000	45,000	200,000	175,000	-	595,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		-	175,000	45,000	200,000	175,000	-	595,000

Impact on annual Operating Expenses

Planned improvements will not significantly affect operating expenses with the exception of the replacement windows which will be more energy efficient thereby lowering heating costs.

Grants (funded or applied for) related to the project.

Projects	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Garage Door Replacement		50,000					50,000
Access Control Replacement		25,000					25,000
HVAC System Replacements		75,000	25,000				100,000
Roof Replacement		25,000		200,000			225,000
Window Replacement					175,000		175,000
Garage Floor Replacement			20,000				20,000
TOTAL	-	175,000	45,000	200,000	175,000	-	595,000

Priority Score C

Project Manager: Dann Fitzpatrick

Program: 142 Department: Building services

2020-2024 Capital Project Sheet

Project # **MB-054**

Project Description Facility Improvements/ Maintenance - Train Stations

Project summary, justification and alignment to Strategic Plan

The sheet identifies significant facility improvement projects for certain Village building(s) that require regular maintenance and upkeep. Minor or emergency-related repair projects are funding through operating budgets or the major buildings contingency.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building		X		-	40,000	40,000	40,000	-		120,000
Machinery/Equipment			X			20,000				20,000
Other/Miscellaneous										-
TOTAL COST				-	40,000	60,000	40,000	-	-	140,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
223-Major Buildings Fund ▼	-	40,000	60,000	40,000	-	-	140,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	-	40,000	60,000	40,000	-	-	140,000

Impact on annual Operating Expenses

Regularly planned maintenance reduces the need for emergency and unexpected repairs along with the corresponding operating costs.

Grants (funded or applied for) related to the project.

Projects	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Tuckpointing - Main Street Station		40,000	40,000	40,000			120,000
HVAC Replacement - Main Street Station			20,000				20,000
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
TOTAL	-	40,000	60,000	40,000	-	-	140,000

Priority Score A

Project Manager: Dann Fitzpatrick

Program: 142 Department: Building Services

2020-2024 Capital Project Sheet

Project # **MB-056**

Project Description Facility Improvements/Maintenance - Fleet Maintenance

Project summary, justification and alignment to Strategic Plan

This sheet identifies significant facility improvement projects for certain Village building(s) that require regular maintenance and upkeep. Minor or emergency-related repair projects are funded via operating budgets or the major buildings contingency.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL	
											Professional Services
Land Acquisition											-
Infrastructure											-
Building		X			75,000						75,000
Machinery/Equipment											-
Other/Miscellaneous											-
TOTAL COST				-	75,000	-	-	-	-		75,000

Funding Source(s)		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
223-Major Buildings Fund	▼		75,000					75,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		-	75,000	-	-	-	-	75,000

Impact on annual Operating Expenses

Grants (funded or applied for) related to the project.

Projects	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Floor Covering		75,000					75,000
							-
							-
							-
							-
							-
							-
							-
							-
							-
TOTAL	-	75,000	-	-	-	-	75,000

Priority Score A

Project Manager: Dann Fitzpatrick

Program: 142 Department: Building Services

2020-2024 Capital Project Sheet

Project # **MB-100**

Project Description Emergency Repair Project Contingency

Project summary, justification and alignment to Strategic Plan

This request is for an ongoing contingency fund for emergency maintenance or repair of the Village's facilities and equipment. This fund could be used at any Village buildings that require maintenance.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	TOTAL
									Years	
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building	X	X		75,000	75,000	75,000	75,000	75,000		375,000
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				75,000	75,000	75,000	75,000	75,000	-	375,000

Funding Source(s)		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	TOTAL
223-Major Buildings Fund	▼	75,000	75,000	75,000	75,000	75,000		375,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		75,000	75,000	75,000	75,000	75,000	-	375,000

Project status and completed work

Grants (funded or applied for) related to the project

None.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce future operating expenses by eliminating the need for costly emergency repairs.

Map/Pictures of Project



Priority Score A

Project Manager:

Program: 142

Department: Building Services

2020-2024 Capital Project Sheet

Project # **P-010**

Project Description **Parking Lot Improvements, Annual Element**

Project summary, justification and alignment to Strategic Plan

The amount shown establishes an annualized maintenance cost for such services as: crack sealing, striping, resurfacing, etc. Years without an amount shown on this sheet have expenses identified to specific parking facilities on separate sheets.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X		55,000	60,000	60,000	60,000	60,000		295,000
TOTAL COST				55,000	60,000	60,000	60,000	60,000	-	295,000

Funding Source(s)											
471-Parking Fund	▼			55,000	60,000	60,000	60,000	60,000			295,000
	▼										-
	▼										-
	▼										-
TOTAL FUNDING SOURCES				55,000	60,000	60,000	60,000	60,000	-		295,000

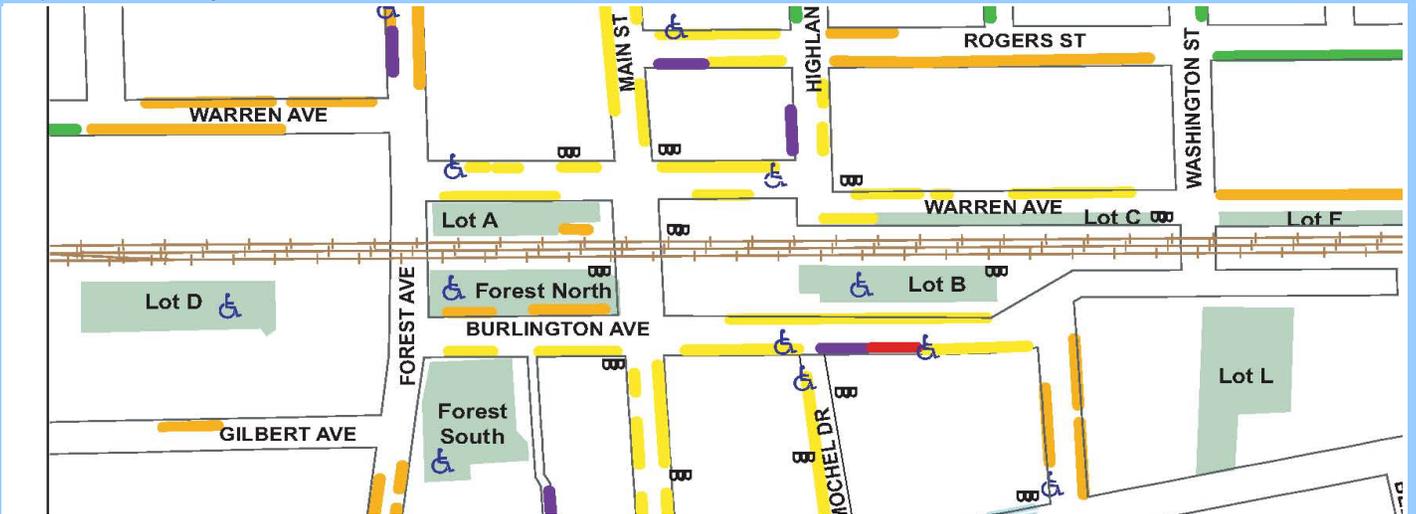
Project status and completed work
Annual project.

Grants (funded or applied for) related to the project
Varies but would be shown on sheets specific to a facility.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

The maintenance scheduled will increase the life of the pavement. Deferral of work will significantly increase future maintenance costs.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **394** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **P-013**

Project Description **Parking Deck Maintenance**

Project summary, justification and alignment to Strategic Plan

Improvements scheduled for FY2020-2022 include replacement of electrical boxes, lighting and drainage grates. Replacement of the camera system is budgeted for FY2020. Deck floor resealing is anticipated in FY2023 & 2024. Funding is also provided to replace the elevator in 2024 and replace sprinkler system piping each year from 2021 to 2023.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	X									
Professional Services	X									-
Land Acquisition										-
Infrastructure										-
Building		X		100,000	260,000	310,000	285,000	375,000		1,330,000
Machinery/Equipment			X							-
Other/Miscellaneous		X								-
TOTAL COST				100,000	260,000	310,000	285,000	375,000	-	1,330,000

Funding Source(s)											
471-Parking Fund	▼			100,000	260,000	310,000	285,000	375,000			1,330,000
	▼										-
	▼										-
	▼										-
TOTAL FUNDING SOURCES				100,000	260,000	310,000	285,000	375,000	-		1,330,000

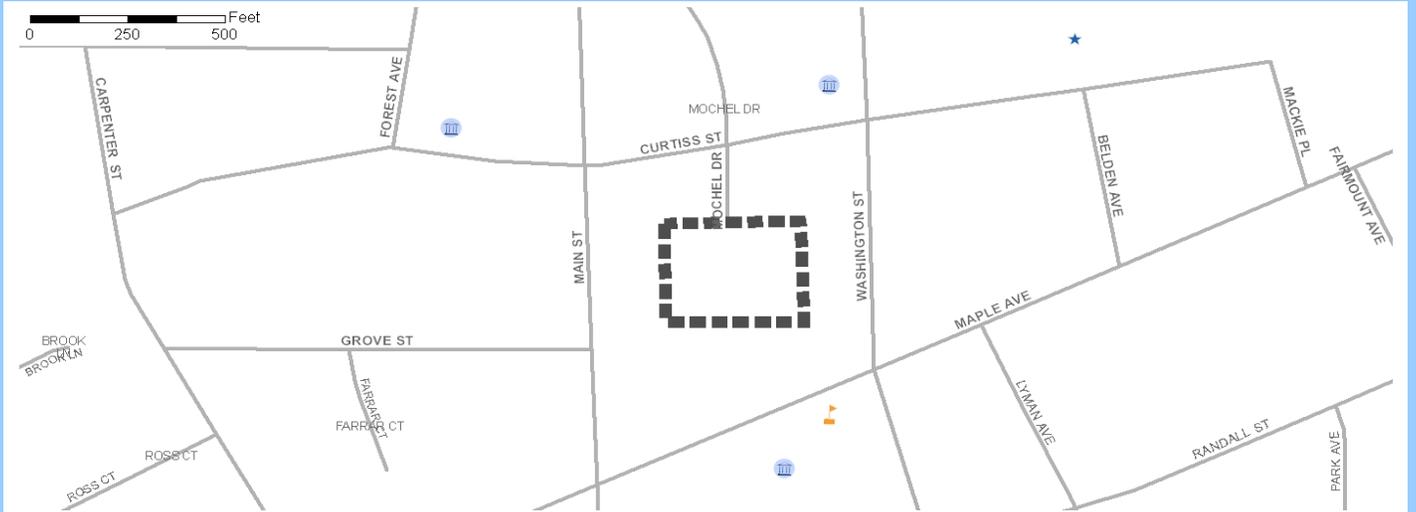
Project status and completed work

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Proper maintenance of the deck reduces the total cost of ownership over the long-term.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **394** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **P-017**

Project Description **Forest North Lot Reconstruction**

Project summary, justification and alignment to Strategic Plan

This project will include the reconstruction and possible reconfiguration of the Forest North Parking Lot. More user-friendly on-street parking and pedestrian access to shopping and the library will be analyzed as part of the project.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous			X	485,000						485,000
TOTAL COST				485,000	-	-	-	-	-	485,000

Funding Source(s)										
471-Parking Fund	▼			435,000						435,000
443-Stormwater Fund	▼			50,000						50,000
	▼									-
	▼									-
TOTAL FUNDING SOURCES				485,000	-	-	-	-	-	485,000

Project status and completed work

Anticipated 2020 construction.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score

Project Manager:

John Welch

Program:

Department:

Public Works

2020-2024 Capital Project Sheet

Project # **PS-004**

Project Description **Village Facilities Security Cameras**

Project summary, justification and alignment to Strategic Plan

Complete replacement of the original outdated Security Camera system and the Code Blue emergency notification system. The 2020 budgeted amount is for the Parking Deck. 2021 and beyond will be used for all other Village facilities.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Professional Services									
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment				250,000	50,000	50,000	50,000	50,000		450,000
Other/Miscellaneous										-
TOTAL COST				250,000	50,000	50,000	50,000	50,000	-	450,000

Funding Source(s)										
471-Parking Fund	▼	250,000								250,000
223-Major Buildings Fund	▼		50,000	50,000	50,000	50,000	50,000			200,000
	▼									-
	▼									-
TOTAL FUNDING SOURCES		250,000	50,000	50,000	50,000	50,000	50,000		-	450,000

Project status and completed work

A multi-year replacement plan will begin in 2020 with the parking deck.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

It is expected that operating costs will be similar to the current system.

Map/Pictures of Project

Priority Score

Project Manager:

William Budds

Program: **665/142** Department:

Police

2020-2024 Capital Project Sheet

Project # **S-005**

Project Description **Ogden Avenue Sidewalk Installation**

Project summary, justification and alignment to Strategic Plan

This project would complete several sections of sidewalk along Ogden Avenue within the Village. Phase I of this work was constructed in 2010. Phase II will include those segments/blocks where easements can be obtained, and the sidewalk can be constructed without substantial damage to the remainder of the property.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	TOTAL
									Years	
Professional Services										-
Land Acquisition										-
Infrastructure	X			500,000						500,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				500,000	-	-	-	-	-	500,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	TOTAL
220-Capital Improvements Fund	100,000						100,000
110 - Ogden TIF Fund	400,000						400,000
							-
							-
TOTAL FUNDING SOURCES	500,000	-	-	-	-	-	500,000

Project status and completed work

It is anticipated that phase II sidewalk easements will be procured in 2019 and 2020 with construction to begin where feasible in 2020 and continue in 2021. IDOT resurfaced Ogden Avenue in 2019 and addressed several sidewalk improvements.

Grants (funded or applied for) related to the project



Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

It is estimated that adding new sidewalk increases annual sidewalk maintenance costs by approximately \$0.15/square foot, but generally these expenses are not realized until at least 15 years after initial construction.

Map/Pictures of Project



Priority Score

Project Manager: **John Welch**

Program: **341** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **S-006**

Project Description **Replacement/Rehabilitation Sidewalk Program**

Project summary, justification and alignment to Strategic Plan

This project provides for the replacement or rehabilitation of sidewalk tripping hazards as well as sidewalk which has cracked into more than three pieces or is otherwise beyond it's useful life. The Village maintains over 5 million square feet (SF) of sidewalk which has a life expectancy of 50 to 100 years. Beginning in FY2009, a 5% escalator was included to reflect increasing costs for sidewalk construction.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Professional Services									
Land Acquisition										-
Infrastructure	X			269,000	282,450	296,600	311,450	327,025		1,486,525
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				269,000	282,450	296,600	311,450	327,025	-	1,486,525

Funding Source(s)										
220-Capital Improvements Fund	▼	269,000	282,450	296,600	311,450	327,025				1,486,525
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES		269,000	282,450	296,600	311,450	327,025			-	1,486,525

Project status and completed work
Annual Program.

Grants (funded or applied for) related to the project
None.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Repaired sidewalk will reduce liability costs.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **341** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **S-007**

Project Description **DBD Crosswalk and Accessibility Upgrades**

Project summary, justification and alignment to Strategic Plan

This project includes the repair and replacement (if necessary) of the brick crosswalks in the Downtown Business District as well as other required maintenance of the sidewalk and brick paving system. Included will be upgrades to the adjacent sidewalk ramps.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Professional Services									
Land Acquisition										-
Infrastructure	X			200,000	100,000	100,000	100,000	100,000	300,000	900,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				200,000	100,000	100,000	100,000	100,000	300,000	900,000

Funding Source(s)										
220-Capital Improvements Fund	▼	100,000	100,000	100,000	100,000	100,000	100,000	300,000	800,000	
Grants/Other Sources, Approved	▼	100,000							100,000	
	▼								-	
	▼								-	
TOTAL FUNDING SOURCES		200,000	100,000	100,000	100,000	100,000	100,000	300,000	900,000	

Project status and completed work

Improvements at Forest & Warren were completed in 2019. This program is expected to continue over the next several years.

Grants (funded or applied for) related to the project

State Capital Grant received for 2020.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Repaired sidewalk will reduce liability costs.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **341** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **S-008**

Project Description **Right of Way Accessibility Improvements**

Project summary, justification and alignment to Strategic Plan

This project includes improvements to public rights of way to modernize pedestrian access routes and bring them into compliance with new regulations. The requirements of the Americans with Disabilities Act were updated in 2012, and the "Public Rights Of Way Accessibility Guidelines" (PROWAG), which have been under development for several years, were finalized in late 2015. As locations that are in need of upgrades are identified throughout the Village, they will be compiled on a matrix of priorities and will be added to this annual program.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		165,000	165,000	165,000	170,000	175,000		840,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				165,000	165,000	165,000	170,000	175,000	-	840,000

Funding Source(s)											
220-Capital Improvements Fund	▼			165,000	165,000	165,000	170,000	175,000			840,000
	▼										-
	▼										-
	▼										-
TOTAL FUNDING SOURCES				165,000	165,000	165,000	170,000	175,000	-		840,000

Project status and completed work

Projects identified in 2019 will be designed and constructed in 2020.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

No significant impact to operating expense.

Map/Pictures of Project



Priority Score **A**

Project Manager: **James Tock**

Program: **341** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **S-011**

Project Description **Jefferson - Brookbank Sidewalk Connection**

Project summary, justification and alignment to Strategic Plan

This project constructs a pedestrian bridge over the south branch of St. Joseph Creek within the unimproved right-of-way of Brookbank Road south of Jefferson Avenue.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	TOTAL
									Years	
Professional Services	X									-
Land Acquisition										-
Infrastructure	X			600,000						600,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				600,000	-	-	-	-	-	600,000

Funding Source(s)										
220-Capital Improvements Fund	▼			600,000	-	-	-	-	-	600,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				600,000	-	-	-	-	-	600,000

Project status and completed work

Design was completed in 2019, with expected construction in 2020.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score **B**

Project Manager: **John Welch**

Program: **341** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **SL-004**

Project Description **Fairview Business District Street Light Replacement**

Project summary, justification and alignment to Strategic Plan

This project involves the replacement of the decorative street lights in the Fairview business district. The lights are on Fairview Avenue generally between Maple Avenue and 2nd Street. The existing street lights are deteriorating and replacement/repair parts are no longer available.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure			X						175,000	175,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	-	-	-	-	175,000	175,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
220-Capital Improvements Fund						175,000	175,000
							-
							-
							-
TOTAL FUNDING SOURCES	-	-	-	-	-	175,000	175,000

Project status and completed work

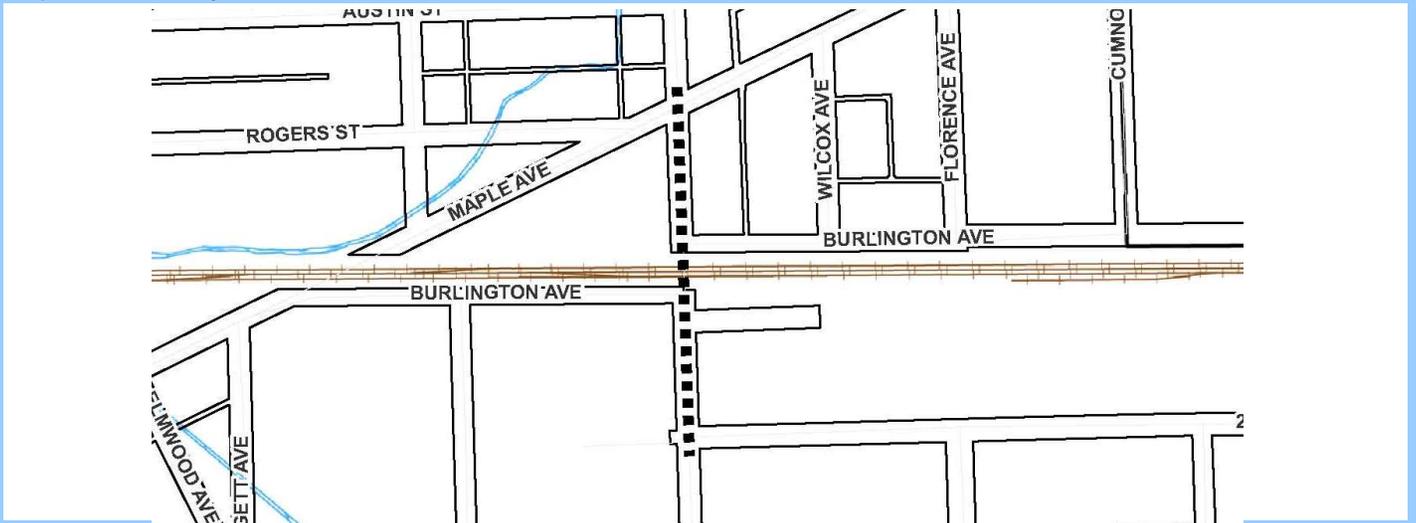
This work will be designed in-house and is anticipated to occur in future years.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce operational costs by reducing potential repair costs.

Map/Pictures of Project



Priority Score **A**

Project Manager: **Stan Balicki**

Program: **333** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **SL-009**

Project Description **Fairview Commuter Area Street Light Replacement**

Project summary, justification and alignment to Strategic Plan

Replacement of the decorative street lights and parking lot lighting near the Fairview Ave commuter station. The existing street lights are deteriorating and replacement / repair parts are no longer available.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		125,000						125,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				125,000	-	-	-	-	-	125,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
220-Capital Improvements Fund	35,000						35,000
Grants/Other Sources, Approved	90,000						90,000
							-
							-
TOTAL FUNDING SOURCES	125,000	-	-	-	-	-	125,000

Project status and completed work

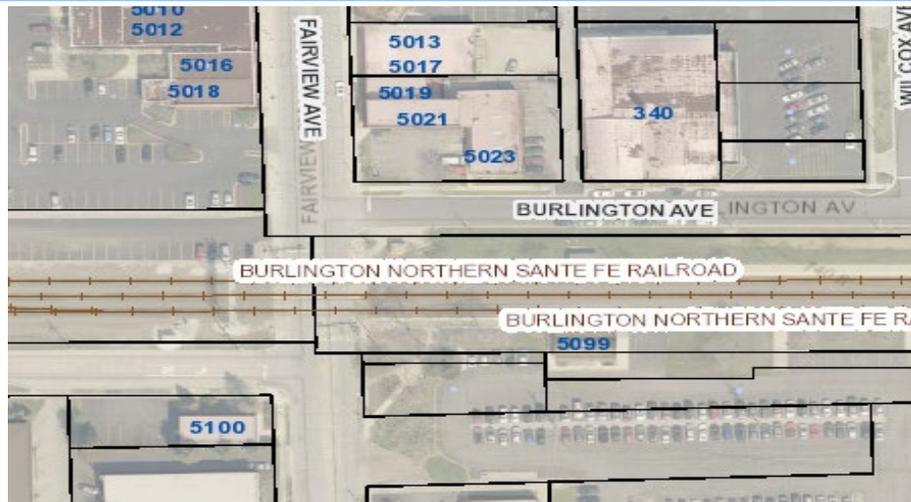
Repalcemnt of street lights, foundations and underground cables.

Grants (funded or applied for) related to the project.

An approved grant from DCEO for \$90,000 has been received.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score

Project Manager: Stan Balicki

Program: 333 Department: Public Works

2020-2024 Capital Project Sheet

Project # **ST-004**

Project Description **Roadway Maintenance Program**

Project summary, justification and alignment to Strategic Plan

Capital and Motor Fuel Tax funds are used for ongoing annual maintenance of the Village's 160 miles of streets. Projects are designed to utilize various processes such as crack seals, pavement seals and resurfacing with new asphalt. The funding listed as 'Other/Miscellaneous' is for asphalt, road salt and rental of equipment, such as a grinder to be used by Public Works Streets Division for various patching operations and winter operations during the year.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
				Professional Services	X			60,000	60,000	60,000
Land Acquisition										-
Infrastructure	X			3,291,600	3,191,600	3,191,600	3,191,600	3,191,600		16,058,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous	X			352,100	352,100	352,100	352,100	352,100		1,760,500
TOTAL COST				3,703,700	3,603,700	3,603,700	3,603,700	3,603,700	-	18,118,500

Funding Source(s)		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
220-Capital Improvements Fund	▼	2,103,700	2,103,700	2,103,700	2,103,700	2,103,700		10,518,500
102-MFT	▼	1,600,000	1,500,000	1,500,000	1,500,000	1,500,000		7,600,000
	▼							-
	▼							-
TOTAL FUNDING SOURCES		3,703,700	3,603,700	3,603,700	3,603,700	3,603,700	-	18,118,500

Project status and completed work

Annual Program includes grinding and resurfacing, crack sealing, small-scale patching, and pavement preservation.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

The maintenance scheduled will increase the life of the pavement. Deferral of work will significantly increase future maintenance costs.

Map/Pictures of Project



Priority Score **A**

Project Manager: **Stephanie Graves**

Program: **342** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **ST-058**

Project Description Roadway Reconstruction Program

Project summary, justification and alignment to Strategic Plan

Pavement data acquired in 2018 provided information of roadway surface condition as well as roadway base condition. Using this information, staff recommends funding an annual element for road reconstructions each year. Street segments with low base condition ratings will be vetted for reconstruction in conjunction with other infrastructure improvements.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services				50,000	50,000	50,000	50,000	50,000		250,000
Land Acquisition										-
Infrastructure		X		700,000	700,000	700,000	700,000	700,000		3,500,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				750,000	750,000	750,000	750,000	750,000	-	3,750,000

Funding Source(s)										
220-Capital Improvements Fund	▼	750,000	750,000	750,000	750,000	750,000	750,000	750,000		3,750,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES		750,000	750,000	750,000	750,000	750,000	750,000	750,000	-	3,750,000

Project status and completed work

Annual program.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

The work scheduled will create a new life-cycle for the pavement.

Map/Pictures of Project

Priority Score A

Project Manager: John Welch

Program: 342 Department: Public Works

2020-2024 Capital Project Sheet

Project # **SW-051**

Project Description Neighborhood Drainage Improvements Cost-Share Program

Project summary, justification and alignment to Strategic Plan

This project funds the Village Council Policy entitled "Maintenance of Stormwater Control Structures & Creek Channels" which outlines a cost-share program between private property owners and the Village. The policy has been drafted to allow Village staff to take a more proactive approach in addressing neighborhood private-property drainage problems.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure	X			85,000	90,000	90,000	90,000	90,000		445,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				85,000	90,000	90,000	90,000	90,000	-	445,000

Funding Source(s)											
443-Stormwater Fund	▼			85,000	90,000	90,000	90,000	90,000			445,000
	▼										-
	▼										-
	▼										-
TOTAL FUNDING SOURCES				85,000	90,000	90,000	90,000	90,000	-		445,000

Project status and completed work

Ongoing program.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Planned improvements will not significantly affect the future operating expenses.

Map/Pictures of Project



Priority Score B

Project Manager: John Welch

Program: 394 Department: Public Works

2020-2024 Capital Project Sheet

Project # **SW-069**

Project Description

Green Streets/Sustainable Storm Water Program

Project summary, justification and alignment to Strategic Plan

It is the Village's ultimate goal is to provide a storm sewer connection within 200' of every property. For many properties, however, such an improvement is many years in the future, as additional detention storage or significant downstream storm sewer improvements are required. This program is a cost-effective and environmentally-responsible way to deal with nuisance drainage problems in areas with no drainage system, while helping the Village comply with the pollution-prevention/good housekeeping aspects of the federally-mandated NPDES requirements for MS4 communities. These improvements will likely include small diameter low-flow piping, on-site bio-retention facilities, rain gardens, etc. It is anticipated that the cost and long-term maintenance responsibilities associated with these improvements would be shared by the property owners, similar to the existing cost-share program.

Cost Summary	New			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	X	X	X							
Professional Services	X	X	X	42,000	30,000	30,000	30,000	30,000		162,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				42,000	30,000	30,000	30,000	30,000	-	162,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
443-Stormwater Fund	42,000	30,000	30,000	30,000	30,000		162,000
							-
							-
							-
TOTAL FUNDING SOURCES	42,000	30,000	30,000	30,000	30,000	-	162,000

Project status and completed work

Ongoing program.

Grants (funded or applied for) related to the project.

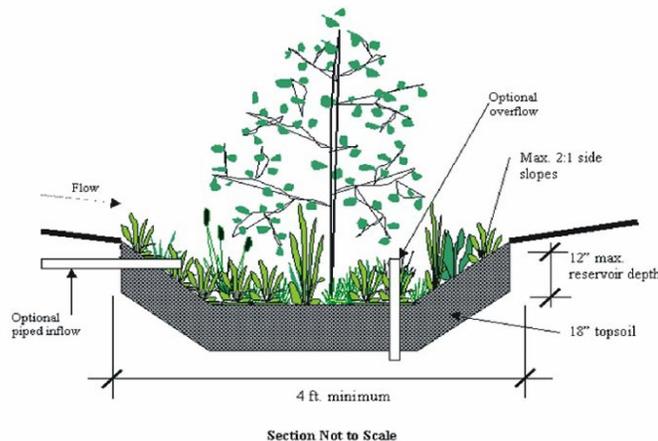
Staff will continue to investigate grant opportunities.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

It is estimated that the impact will be minimal, as we plan to engage residents to assist with care and maintenance of plantings, etc.

Map/Pictures of Project

Landscape Infiltration



Source: US Environmental Protection Agency

Priority Score

B

Project Manager:

John Welch

Program: 6-37

394

Department:

Public Works

2020-2024 Capital Project Sheet

Project # **SW-070**

Project Description **Storm Sewer Replacement, Annual Element**

Project summary, justification and alignment to Strategic Plan

This project accounts for future annual replacement of existing storm sewers, which have reached the end of their useful life. As individual projects are identified, project sheets are created and the amounts herein are reduced accordingly.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		750,000	750,000	750,000	750,000	750,000		3,750,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				750,000	750,000	750,000	750,000	750,000	-	3,750,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
443-Stormwater Fund ▼	750,000	750,000	750,000	750,000	750,000		3,750,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	750,000	750,000	750,000	750,000	750,000	-	3,750,000

Project status and completed work

Ongoing Program.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **394** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **SW-073**

Project Description **Downtown Water Quality Improvements**

Project summary, justification and alignment to Strategic Plan

The Downtown Business District is nearly all impervious surface (pavement, roof, etc.) and drains directly into St. Joseph's Creek. Currently, pollutants, debris and sediment can get carried directly into the stream system, suspended in storm water run-off from this area. It is anticipated that this project would involve the construction of structural Best Management Practices (BMP's) to reduce the discharge of pollutants and suspended solids into St. Joseph Creek, and to facilitate sediment removal. These will also help the Village comply with the federally-mandated NPDES requirements for MS4 communities.

Cost Summary	/New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Professional Services									
Land Acquisition										-
Infrastructure	X			50,000	50,000	50,000	50,000	50,000	100,000	350,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				50,000	50,000	50,000	50,000	50,000	100,000	350,000
Funding Source(s)										
443-Stormwater Fund				50,000	50,000	50,000	50,000	50,000	100,000	350,000
										-
										-
										-
TOTAL FUNDING SOURCES				50,000	50,000	50,000	50,000	50,000	100,000	350,000

Project status and completed work

Work will continue on the design and construction of structural BMPs within the storm drainage system in the Downtown Business District. These will be constructed over a several year period or as facilitated by street reconstruction, parking lot reconstruction and/or grant opportunities.

Grants (funded or applied for) related to the project.

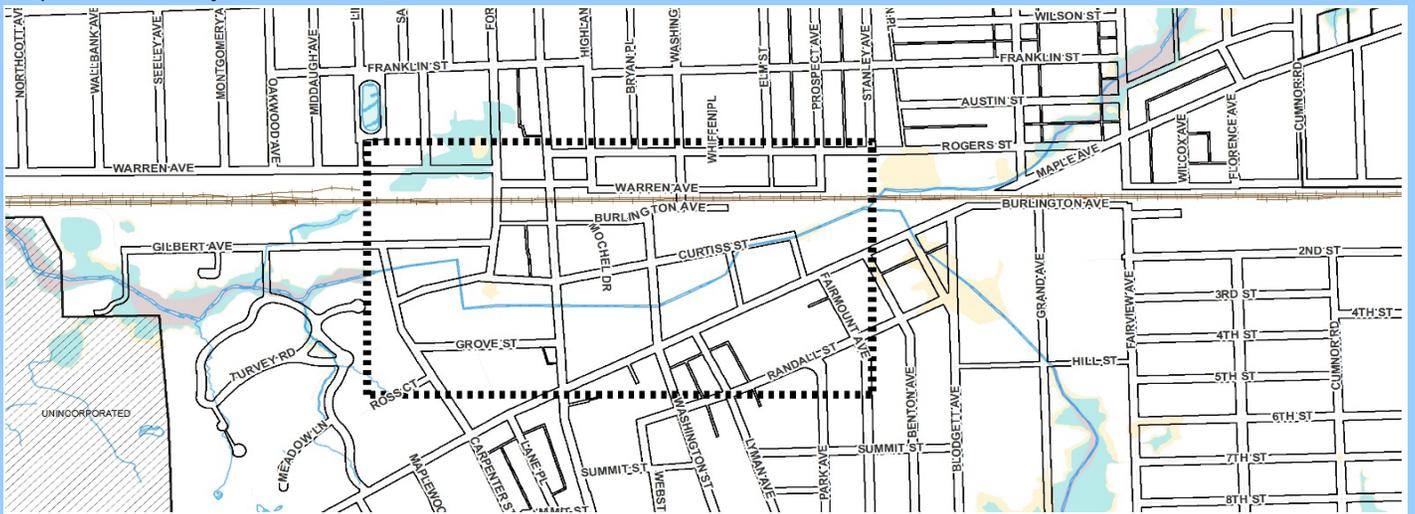
Grant opportunities will be pursued when available.

Impact-annual operating expenses

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Will have minimal impact on operating expenses.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **394** Department: **6-39**

Public Works

2020-2024 Capital Project Sheet

Project # **SW-080**

Project Description **Identified Future Drainage and Floodplain Improvements**

Project summary, justification and alignment to Strategic Plan

This work will include the design and construction of identified future drainage improvements in both local drainage areas and within floodplains, as identified in the Staff Report on the April 18, 2013 flood event, and in the 2014 Stormwater Project Analysis Final Report. Projects will be prioritized and budgeted for construction in future CIP's.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	X									
Professional Services	X			125,000						125,000
Land Acquisition										-
Infrastructure	X			2,225,000	1,350,000	3,000,000				6,575,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				2,350,000	1,350,000	3,000,000	-	-	-	6,700,000

Funding Source(s)										
443-Stormwater Fund	▼			2,350,000	1,350,000	3,000,000				6,700,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				2,350,000	1,350,000	3,000,000	-	-	-	6,700,000

Project status and completed work

Analysis was completed in 2014. Preliminary engineering continued into 2019 with potential purchase of easements and property. Completion of the non-floodplain projects started in 2017 and are expected to finish in 2020.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **394** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **SW-085**

Project Description **Dredging of Prince Pond**

Project summary, justification and alignment to Strategic Plan

This work will include partnering with the Park District of Downers Grove to remove the sediment from Prince Pond.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Professional Services									
Land Acquisition										-
Infrastructure	X			900,000						900,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				900,000	-	-	-	-		900,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
443-Stormwater Fund ▼	900,000						900,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	900,000	-	-	-	-		900,000

Project status and completed work

This work has been identified for construction in 2020.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **394** Department:

Public Works

2020-2024 Capital Project Sheet

Project # **SW-086**

Project Description **Future Drainage and Floodplain Improvements**

Project summary, justification and alignment to Strategic Plan

This work will include the investigation and computer flow modelling throughout the Village to identify areas to benefit from drainage and floodplain improvements. These may encompass upgrades to the existing system as well as new drainage facilities. Projects will be prioritized and budgeted for construction in future CIP's.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services	X			150,000						150,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				150,000	-	-	-	-		150,000

Funding Source(s)										
443-Stormwater Fund	▼			150,000						150,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				150,000	-	-	-	-		150,000

Project status and completed work

Initial analysis began in 2019, with refined recommendations and identified project areas in 2020.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project

Priority Score **A**

Project Manager: **John Welch**

Program: **394** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **SW-088**

Project Description **Streambank Improvements, St Joseph Creek, South Branch**

Project summary, justification and alignment to Strategic Plan

This project provides conveyance improvements and stabilization of the South Branch of St. Joseph Creek. Project limits are from Barth Pond to Main Street. After improvements to this section, upstream of Main Street will be studied and proposed improvements developed. (formerly DR-022)

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services				50,000	75,000					125,000
Land Acquisition										-
Infrastructure	X			1,350,000					2,025,000	3,375,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				1,400,000	75,000	-	-	-	2,025,000	3,500,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
443-Stormwater Fund	979,780	75,000	-	-		2,025,000	3,079,780
Grants/Other Sources, Anticipated	420,220						420,220
							-
							-
TOTAL FUNDING SOURCES	1,400,000	75,000	-	-	-	2,025,000	3,500,000

Project status and completed work

A comprehensive study was performed in 2017 for the stream segment from Barth Pond to Main Street. Proposed improvements include streambank clearing, restoration, erosion control, culvert replacement and open area detention options.

Grants (funded or applied for) related to the project.

The Village received grants from the IEPA and DuPage County in 2019 for streambank and water quality improvements. Future grants for areas upstream of Main Street will be sought.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This work will decrease future maintenance expenses by eliminating the need for barricades and temporary stabilization measures.

Map/Pictures of Project



Priority Score **B**

Project Manager: **John Welch**

Program: **394** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **TR-023**

Project Description **Pavement Striping Maintenance**

Project summary, justification and alignment to Strategic Plan

Striping throughout the Village must be maintained on a regular basis. In addition, parking stripes in the downtown area must be replaced every three years.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure	X			50,000	90,000	50,000	50,000	90,000		330,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				50,000	90,000	50,000	50,000	90,000	-	330,000

Funding Source(s)										
220-Capital Improvements Fund	▼			50,000	90,000	50,000	50,000	90,000		330,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				50,000	90,000	50,000	50,000	90,000	-	330,000

Project status and completed work

Striping will be replaced at various locations throughout the Village in 2020.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Planned improvements will not significantly affect future operating expenses.

Map/Pictures of Project

Priority Score **A**

Project Manager: **Will Lorton**

Program: **344** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **TR-024**

Project Description **Neighborhood Traffic Management**

Project summary, justification and alignment to Strategic Plan

The purpose of a Neighborhood Traffic Study is to thoroughly study a neighborhood with the goal of mitigating issues of travel speed, cut-through traffic, pedestrian/traffic conflicts, intersection controls, street network performance, and overall neighborhood safety issues. The outcome of this study will be a set of recommendations that will improve intersection controls for this neighborhood.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services	X			30,000	30,000	30,000	30,000	30,000		150,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				30,000	30,000	30,000	30,000	30,000	-	150,000

Funding Source(s)										
220-Capital Improvements Fund	▼			30,000	30,000	30,000	30,000	30,000		150,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				30,000	30,000	30,000	30,000	30,000	-	150,000

Project status and completed work

Area 6 was completed in 2018. 2019 fund will be used for driver feedback signs in areas 1 through 6. 2020 funds will be used to complete Area 7. 2021 - 2024 funds will be used implement medium & long-range improvements for traffic studies in completed areas.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will have no significant impact on the operating budget.

Map/Pictures of Project

Priority Score **C**

Project Manager: **John Welch**

Program: **344** Department: **Public Works**

2020-2024 Capital Project Sheet

Project # **TR-026**

Project Description **Traffic Signal Modernization, Finley Rd. at Finley Mall**

Project summary, justification and alignment to Strategic Plan

This project would completely replace the traffic signals adjacent to Finley Mall and install a modernized interconnection with the signal at Butterfield Rd. and Finley Rd. The current system has been in place for over twenty years.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		325,000						325,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				325,000	-	-	-	-	-	325,000

Funding Source(s)										
220-Capital Improvements Fund	▼			325,000						325,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				325,000	-	-	-	-	-	325,000

Project status and completed work

Construction is anticipated in 2020.

Grants (funded or applied for) related to the project

Staff will explore potential cost share with commercial properties for this work.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce operational costs by reducing potential repair costs.

Map/Pictures of Project



Priority Score **A**

Project Manager:

Will Lorton

Program: **344**

Department:

Public Works

2020-2024 Capital Project Sheet

Project # **TR-027**

Project Description **Fiber Optic Cable - Main/Maple to Fire Station #2**

Project summary, justification and alignment to Strategic Plan

To provide the communications for a remote traffic signal and emergency vehicle pre-emption (EVP) monitoring system. This is the missing segment that is proposed to connect the Main Street traffic signals back to Village facilities and allow monitoring and managing of the signal and EVP operation from a remote location. The project would consist of fiber-optic cable installation to make a folded loop with Village Hall. Controller video equipment is needed to make the system fully operational.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
				Professional Services				15,000		
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment	X			50,000						50,000
Other/Miscellaneous										-
TOTAL COST				65,000	-	-	-	-	-	65,000

Funding Source(s)										
220-Capital Improvements Fund	▼			65,000						65,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				65,000	-	-	-	-	-	65,000

Project status and completed work
 This work is expected to be performed in 2020.

Grants (funded or applied for) related to the project
 Staff will explore potential grants for this work.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Project is expected to reduce monthly maintenance costs through more efficient office management of field traffic conditions. Traffic delays are anticipated to also be reduced, as problems/issues would be identified quickly through video monitoring.

Map/Pictures of Project

Priority Score

Project Manager: Will Lorton

Program: 344 Department: Public Works

2020-2024 Capital Project Sheet

Project # **TR-030**

Project Description Traffic Signal Modernization, Downers Drive at Finley Mall

Project summary, justification and alignment to Strategic Plan

This project would completely replace the traffic signals adjacent to Finley Mall and install a modernized interconnection with the signal at Butterfield Road and Downers Drive. The current system has been in place for over twenty years.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Professional Services									
Land Acquisition										-
Infrastructure		X			400,000					400,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	400,000	-	-	-	-	400,000

Funding Source(s)		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
220-Capital Improvements Fund	▼		400,000					400,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		-	400,000	-	-	-	-	400,000

Project status and completed work

Construction is anticipated in 2021.

Grants (funded or applied for) related to the project.

Staff will explore potential cost-share with commercial properties for this work.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce operational costs by reducing potential repair costs.

Map/Pictures of Project



Priority Score

Project Manager: Will Lorton

Program: 344 Department: Public Works

2020-2024 Capital Project Sheet

Project # **TR-032**

Project Description **Traffic Signal at 63rd Street & Springside Avenue**

Project summary, justification and alignment to Strategic Plan

This project was originally designed in 2008 as an improvement for vehicle traffic around Downers Grove South High School. With recent events DuPage County investigated traffic and pedestrian volumes on 63rd Street near the high school. Pedestrian warrants were NOT met, however vehicle warrants were met.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services				26,250						26,250
Land Acquisition										-
Infrastructure	X			175,000						175,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				201,250	-	-	-	-	-	201,250

Funding Source(s)											
220-Capital Improvements Fund	▼			201,250							201,250
	▼										-
	▼										-
	▼										-
TOTAL FUNDING SOURCES				201,250	-	-	-	-	-	-	201,250

Project status and completed work

An IGA agreement with DuPage County was approved in 2019. Village to pay 50% of awarded contracts for engineering and construction. Construction to be completed in 2020.

Grants (funded or applied for) related to the project.

Project costs shown are an estimate of the Village's cost share portion.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:	4,500	4,500	4,500	4,500	4,500		22,500

Map/Pictures of Project



Priority Score

Project Manager:

Will Lorton

Program: 344

Department:

Public Works

2020-2024 Capital Project Sheet

Project # **TR-033**

Project Description **Pedestrian Safety Enhancements**

Project summary, justification and alignment to Strategic Plan

Pedestrian Safety Enhancements are focused on providing services to better serve pedestrians within the Village. This annual project will identify existing issues, provide solutions and/or improvements.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services	X			100,000	30,000	30,000	30,000	30,000		220,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				100,000	30,000	30,000	30,000	30,000	-	220,000

Funding Source(s)											
220-Capital Improvements Fund	▼			100,000	30,000	30,000	30,000	30,000			220,000
	▼										-
	▼										-
	▼										-
TOTAL FUNDING SOURCES				100,000	30,000	30,000	30,000	30,000	-		220,000

Project status and completed work

The first two years of this project are focused around Downers Grove North and Downers Grove South. Preliminary counts and engineering were completed in 2019 and will continue in 2020.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project

Priority Score

Project Manager:

Program: Department:

2020-2024 Capital Project Sheet

Project # **WA-028**

Project Description **Watermain Replacement, Annual Element**

Project summary, justification and alignment to Strategic Plan

This project accounts for annual watermain replacements.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services				150,000	150,000	150,000	150,000	150,000		750,000
Land Acquisition										-
Infrastructure		X		4,850,000	3,850,000	3,850,000	3,850,000	3,850,000		20,250,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				5,000,000	4,000,000	4,000,000	4,000,000	4,000,000	-	21,000,000

Funding Source(s)										
481-Water Fund	▼	5,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000			21,000,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES		5,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000		-	21,000,000

Project status and completed work

Design for 2020 projects started in 2019.

Grants (funded or applied for) related to the project.

An IEPA loan will fund identified replacements:
 FY2020 - \$3,400,000
 A new IEPA project plan will be completed in 2020 for
 IEPA loans from 2021-2025

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce operating expenses by eliminating the need for costly emergency repairs on the old watermain.

Map/Pictures of Project



Priority Score **A**

Project Manager: **John Welch**

Program: **394** Department: **Public Works**

2019-2024 Capital Project Sheet

Project # **WP-010**

Project Description Water Facility Maintenance, Annual Element

Project summary, justification and alignment to Strategic Plan

This project accounts for future annual maintenance of existing water system facilities, such as driveways and parking lots for water towers, well houses, etc. As individual projects are identified, project sheets are created and the amounts herein are reduced accordingly.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X		225,000	125,000	125,000	125,000	125,000		725,000
TOTAL COST				225,000	125,000	125,000	125,000	125,000	-	725,000

Funding Source(s)										
481-Water Fund	▼	225,000	125,000	125,000	125,000	125,000				725,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES		225,000	125,000	125,000	125,000	125,000			-	725,000

Project status and completed work

Annual program. Additional funds added for FY2020 to rehab the old well house on Katrine Avenue that is in need of major repairs. The well is sealed, but the building is used for storage of materials and supplies for the Water Department.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Planned improvements will not significantly affect future operating expenses.

Map/Pictures of Project



Priority Score A

Project Manager:

Stan Balicki

Program: 6-52

394

Department:

Public Works

2019-2024 Capital Project Sheet

Project # **WP-011**

Project Description Existing Well Rehab

Project summary, justification and alignment to Strategic Plan

The Village owns three drinking water wells, which have been kept in the event that supplemental or emergency water supply were ever needed. The Illinois EPA requires that we maintain these wells at a certain level, or they must be abandoned and capped. This project includes any remedial work that may be necessary to either cap them or bring them up to current standards.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	TOTAL
									Years	
Professional Services				105,000		105,000				210,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X			900,000		900,000			1,800,000
TOTAL COST				105,000	900,000	105,000	900,000	-	-	2,010,000

Funding Source(s)											
481-Water Fund	▼			105,000	900,000	105,000	900,000				2,010,000
	▼										-
	▼										-
	▼										-
TOTAL FUNDING SOURCES				105,000	900,000	105,000	900,000	-	-		2,010,000

Project status and completed work

A conceptual study of the needed remedial work was performed in 2017. Analysis of report/recommendations, and interviews of engineering firms for Phase 2 was done in 2018 and 2019. Preliminary engineering work and planning will take place in 2020. Rehab work projected to start in 2021.

Grants (funded or applied for) related to the project.

An IEPA loan will fund the \$900,000 rehabilitation cost scheduled in FY2021 and in 2023.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed.

Map/Pictures of Project

Priority Score A

Project Manager: Stan Balicki

Program: 394 Department: Public Works

2019-2024 Capital Project Sheet

Project # **WP-018**

Project Description **SCADA System Maintenance**

Project summary, justification and alignment to Strategic Plan

The SCADA system is used to monitor and control the Village's water system, and requires periodic maintenance and upgrades. The Village of Downers Grove has seen water usage decline for the last 10 years primarily due to conservation efforts and higher water rates. This lower demand has changed how the water system operates, and this project will update the SCADA system to operate efficiently under the changed water usage demand.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Professional Services									
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment		X		250,000	100,000	100,000				450,000
Other/Miscellaneous										-
TOTAL COST				250,000	100,000	100,000	-	-	-	450,000

Funding Source(s)										
481-Water Fund	▼	250,000	100,000	100,000						450,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES		250,000	100,000	100,000	-	-	-	-	-	450,000

Project status and completed work

First phase of improvements will take place in 2020 with additional phases possible in out years based on recommendations from the Village's water model engineering firm. This report in Q4 of 2019 will determine the most efficient operation parameters for the water system.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

No additional Operating expense impacts predicted.

Map/Pictures of Project

Priority Score

Project Manager: Stan Balicki

Program: 394 Department: Public Works

2019-2024 Capital Project Sheet

Project # **WP-019**

Project Description **Water Storage Tank Rehabilitation & Maintenance**

Project summary, justification and alignment to Strategic Plan

This project includes the rehabilitation and maintenance of the Village's elevated water storage tanks. The water system has seven tanks with a storage capacity of eight million gallons. The final schedule and scope of work for each tank is determined by an engineering inspection. The inspection involves a review of the coating system on the tank. The project may include removal of the old coating system and repainting.

Cost Summary	<div style="display: flex; flex-direction: column; align-items: center;"> New Maintenance Replacement </div>			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
				Professional Services				50,000	100,000	50,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X			1,600,000		700,000			2,300,000
TOTAL COST				50,000	1,700,000	50,000	750,000	50,000	-	2,600,000

Funding Source(s)	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
481-Water Fund	50,000	1,700,000	50,000	750,000	50,000		2,600,000
							-
							-
							-
TOTAL FUNDING SOURCES	50,000	1,700,000	50,000	750,000	50,000	-	2,600,000

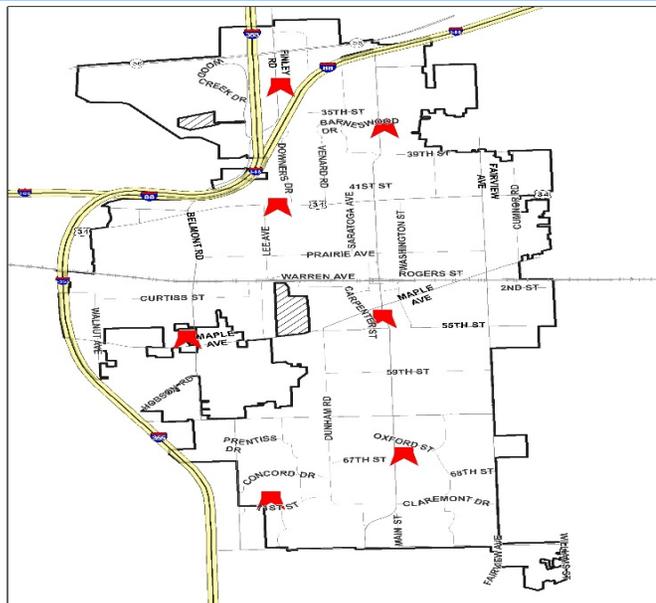
Project status and completed work

Tank inspection and preliminary engineering begins the year prior to bidding and rehabilitation work. Coordination with cellular providers also occurs in advance to temporarily re-locate cellular equipment mounted on water towers.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score

Project Manager:

Stan Balicki

Program: 394 Department:

Public Works

2020-2024 Capital Project Sheet

Project # **WP-022**

Project Description

U.S. EPA Risk Assessment and Emergency Response Plan

Project summary, justification and alignment to Strategic Plan

On October 23, 2018 America's Water Infrastructure Act (AWIA) was signed into law. The law requires community (drinking) water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs). The risk assessment is due June 30, 2021 and the emergency response plan is due December 30, 2021. The risk assessment and emergency response plan will need to be updated every 5 years.

Cost Summary	New	Maintenance	Replacement	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	TOTAL
									Years	
Professional Services	X			50,000	50,000				75,000	175,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				50,000	50,000	-	-	-	75,000	175,000

Funding Source(s)		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future	TOTAL
481-Water Fund	▼	50,000	50,000				75,000	175,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		50,000	50,000	-	-	-	75,000	175,000

Project status and completed work

The risk assessment and emergency response plan will be developed in 2020 with recommendations being implemented in out years.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Operating expense impacts ca be estimated after recommendations are presented in the plan and assessment.

Map/Pictures of Project

Priority Score

Project Manager:

Stan Balicki

Program: 394

Department:

Public Works

2020-2024 Capital Project Sheet

Project # **WP-023**

Project Description Water Meter Replacement - Village Wide

Project summary, justification and alignment to Strategic Plan

The Village of Downers Grove installed new water meters between 2002 and 2004. 20 years to 25 years is the generally accepted life expectancy for a water meter. As water meters age, they typically become less accurate, which results in a loss of revenue from water sales for the Village of Downers Grove.

Cost Summary	New Maintenance Replacement			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Years	TOTAL
	Professional Services									
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment			x					3,000,000	3,000,000	6,000,000
Other/Miscellaneous										-
TOTAL COST				-	-	-	-	3,000,000	3,000,000	6,000,000

Funding Source(s)										
481-Water Fund	▼							3,000,000	3,000,000	6,000,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES								3,000,000	3,000,000	6,000,000

Project status and completed work

Work projected to take place in FY2024 as the age of Village of Downers Grove water meters will range from 20 years to 22 years at that time.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project

Priority Score

Project Manager:

Stan Balicki

Program:

Department:

Public Works

APPENDICES

PERSONNEL SUMMARY

BUDGET PROCESS

DOWNERS GROVE AT A GLANCE

PERFORMANCE MEASURES

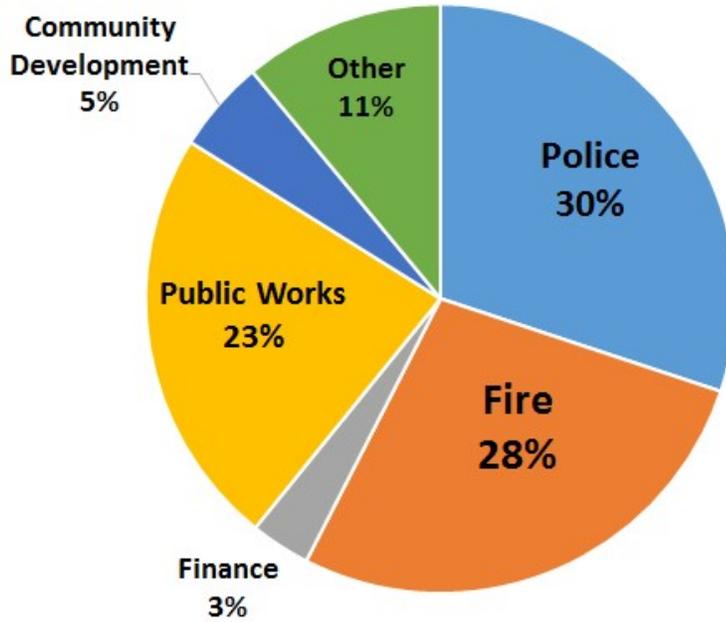
FINANCIAL POLICIES AND PROCEDURES

VEHICLE INVENTORY

GLOSSARY

COMMON ACRONYMS

2020 Village Staffing by Department



Departmental Staffing Summary - FY2018 to FY2020

Full-Time Equivalent (FTE)

Position Title	2018	2019	2020	Change
Clerk's Office (Clerk)	2.00	1.75	2.00	0.25
Manager's Office (VMO)	4.50	6.00	5.50	(0.50)
Legal Department	4.00	4.00	4.00	-
Building Services Division	7.25	7.25	7.00	(0.25)
Human Resources Dept	3.00	3.00	3.00	-
Information Technology Dept	8.75	8.00	8.00	-
Finance Dept	11.00	10.00	10.00	-
Public Works Dept	68.25	69.75	70.25	0.50
Community Development Dept	16.50	15.50	15.50	-
Police Dept	94.23	91.60	91.60	-
Fire Dept	83.50	83.50	83.50	-
Communications Dept	4.50	4.00	4.00	-
Total	307.48	304.35	304.35	-

Staffing Plan: Full-Time Equivalent (FTE) Positions for All Funds

Department	Position Title	2018	2019	2020	Change
Clerk's Office	Village Clerk	1.00	1.00	1.00	-
	Administrative Secretary II	-	-	1.00	1.00
	Document Management Tech	1.00	0.75	-	(0.75)
	Total: Clerk's Office	2.00	1.75	2.00	0.25
Manager's Office	Village Manager	1.00	1.00	1.00	-
	Deputy Village Manager	1.00	1.00	1.00	-
	Emergency Management Coordinator	1.00	1.00	1.00	-
	Assistant to the Village Manager	-	1.00	1.00	-
	Management Analyst	1.00	1.00	1.00	-
	Management Fellow	0.50	-	-	-
	Administrative Secretary I	-	1.00	0.50	(0.50)
	Total: Manager's Office	4.50	6.00	5.50	(0.50)
Legal	Village Attorney	1.00	1.00	1.00	-
	Asst Village Attorney	1.00	1.00	1.00	-
	Risk Manager	1.00	1.00	1.00	-
	Legal Secretary	1.00	1.00	1.00	-
	Total: Legal Department	4.00	4.00	4.00	-
Building Services	Building Services Manager	1.00	1.00	0.75	(0.25)
	Building Maintenance Technician II	1.00	1.00	1.00	-
	Building Maintenance Technician I	1.00	1.00	1.00	-
	Building Maintenance Worker II	1.00	1.00	1.00	-
	Building Maintenance Worker I	3.00	3.00	3.00	-
	Seasonal - Maintenance	0.25	0.25	0.25	-
	Total: Building Services	7.25	7.25	7.00	(0.25)
Human Resources	Human Resources Director	1.00	1.00	1.00	-
	Assistant Human Resources Director	1.00	1.00	1.00	-
	Benefits Coordinator	-	-	-	-
	Administrative Secretary I	1.00	1.00	1.00	-
	Total: Human Resources	3.00	3.00	3.00	-
Information Technology	Information Technology Director	1.00	1.00	1.00	-
	Asst. Information Technology Dir.	1.00	1.00	1.00	-
	Systems Administrator	1.00	1.00	1.00	-
	Public Safety Systems Administrator II	1.00	1.00	1.00	-
	Internet Operations Administrator	1.00	1.00	1.00	-
	Systems Technician	1.00	-	-	-
	GIS Specialist	1.50	1.50	1.50	-
	GIS Technician	1.00	1.00	1.00	-
	IT Intern	-	0.25	0.25	-
	GIS Intern	0.25	0.25	0.25	-
	Total: Information Technology	8.75	8.00	8.00	-

Department	Position Title	2018	2019	2020	Change
Community Development	Community Development Director	1.00	1.00	1.00	-
	Building Division Manager	1.00	1.00	1.00	-
	Planning Manager	1.00	1.00	1.00	-
	Project Manager	3.00	2.00	2.00	-
	Staff Engineer - Development	2.00	2.00	2.00	-
	Senior Planner	-	-	-	-
	Planner	2.00	2.00	2.00	-
	Inspector	1.50	1.50	1.50	-
	Code Compliance Officer	2.00	2.00	2.00	-
	Administrative Assistant	1.00	1.00	1.00	-
	Administrative Secretary II	2.00	2.00	2.00	-
	Administrative Secretary I	-	-	-	-
	Total: Community Development		16.50	15.50	15.50
Communications	Communications Director	1.00	1.00	1.00	-
	Production Supervisor	1.00	2.00	2.00	-
	Public Relations Specialist	1.00	1.00	1.00	-
	Communications Specialist	0.50	-	-	-
	Content Producer	1.00	-	-	-
	Production Assistant	-	-	-	-
	Total: Communications		4.50	4.00	4.00
Police	Police Chief	1.00	1.00	1.00	-
	Deputy Police Chief - Support Services	1.00	1.00	1.00	-
	Deputy Police Chief - Operations	1.00	1.00	1.00	-
	Police Lieutenant	4.00	3.00	3.00	-
	Police Sergeant	11.00	10.00	10.00	-
	Records Manager	1.00	-	-	-
	Public Info & Education Supervisor	1.00	-	-	-
	Support Services Manager	-	1.00	1.00	-
	Training Coordinator	-	1.00	1.00	-
	VOC Manager	1.00	-	-	-
	Records Supervisor	1.00	1.00	1.00	-
	Admin Spec/Purchasing Supervisor	1.00	1.00	1.00	-
	Management Analyst-Records	-	1.00	1.00	-
	Public Education Specialist	-	1.00	1.00	-
	Crime Prevention Specialist	0.63	-	-	-
	CSO Supervisor	1.00	1.00	1.00	-
	Case Records Specialist	1.00	1.00	1.00	-
	Court/Property Control Officer	1.00	1.00	1.00	-
	Administrative Secretary II	1.00	1.00	1.00	-
	CSO II	2.00	2.00	2.00	-
	Investigative Aide	1.00	1.00	1.00	-
	Records Specialist	3.00	3.00	3.00	-
	CSO I	1.00	1.00	1.00	-
	Crossing Guard	3.60	3.60	3.60	-
	Police Officer	56.00	55.00	55.00	-
	Total: Police		94.23	91.60	91.60

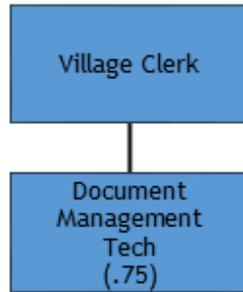
Department	Position Title	2018	2019	2020	Change
Finance	Finance Director	1.00	1.00	1.00	-
	Assistant Finance Director	1.00	1.00	1.00	-
	Finance Manager	1.00	1.00	1.00	-
	Grants Coordinator	1.00	1.00	1.00	-
	Purchasing Assistant	1.00	-	-	-
	Staff Accountant	1.00	1.00	1.00	-
	Payroll Specialist	1.00	1.00	1.00	-
	Water Billing Specialist	1.00	1.00	1.00	-
	Accounting Specialist I	2.00	2.00	2.00	-
	Cashier	1.00	1.00	1.00	-
	Total: Finance	11.00	10.00	10.00	-
	Fire	Fire Chief	1.00	1.00	1.00
Deputy Fire Chief - Operations		1.00	1.00	1.00	-
Deputy Fire Chief - Administration		1.00	1.00	1.00	-
Battalion Chief		3.00	3.00	3.00	-
Battalion Chief-Training & Safety		1.00	1.00	1.00	-
Division Chief-Fire Prevention		1.00	1.00	1.00	-
Asst. to Chief Community Education		1.00	1.00	1.00	-
Fire Inspector/Plan Reviewer		1.00	1.00	1.00	-
Fire Inspector		0.50	0.50	0.50	-
Administrative Secretary II		3.00	3.00	3.00	-
Fire Lieutenant		12.00	12.00	12.00	-
Firefighter-Paramedic		54.00	56.00	56.00	-
Firefighter		4.00	2.00	2.00	-
Total: Fire		83.50	83.50	83.50	-
Public Works	Public Works Director	1.00	1.00	1.00	-
	Assistant Public Works Director	2.00	2.00	2.00	-
	Traffic Engineer Manager	1.00	1.00	1.00	-
	Engineer Manager	1.00	1.00	1.00	-
	Stormwater Administrator	1.25	1.25	1.25	-
	Fleet Services Manager	1.00	1.00	1.00	-
	Village Forester	1.00	1.00	1.00	-
	Street Division Manager	2.00	2.00	2.00	-
	Water Manager	1.00	1.00	1.00	-
	Water Supervisor	-	1.00	1.00	-
	Staff Engineer II	5.00	5.00	5.00	-
	Staff Engineer I	1.00	1.00	1.00	-
	Public Services Coordinator	1.00	1.00	1.00	-
	Administrative Assistant	1.00	1.00	1.00	-
	Management Fellow	0.50	-	-	-
	Management Intern	-	-	0.50	0.50
	Customer Service Specialist	-	1.00	1.00	-
	Administrative Secretary II	2.00	2.00	2.00	-
	Seasonal - Engineering	1.00	1.00	1.00	-
Seasonal - Field	2.00	2.00	2.00	-	

Staffing Plan: Full-Time Equivalent (FTE) Positions (Other than General Fund)

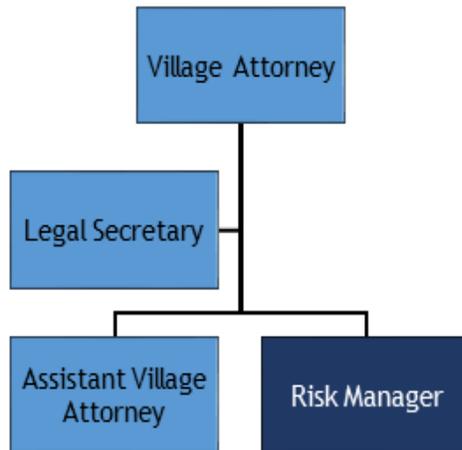
Fund	Position	2018	2019	2020
Capital	GIS Specialist	0.25	0.25	0.25
Projects	Administrative Assistant	0.50	0.50	0.50
Fund (220)	Engineering Manager	0.25	0.25	0.25
	PW Technician-Engineering	1.00	1.00	1.00
	PW Seasonal - Engineering	-	-	0.33
	Staff Engineer II	1.50	1.50	1.50
	Subtotal	3.50	3.50	3.83
Stormwater	Maint. Wkr. I	4.00	4.00	5.00
Fund (443)	Maint. Wkr. II	2.00	2.00	2.00
	PW Technician	1.00	1.00	1.00
	GIS Technician	0.50	0.50	0.50
	Engineering Manager	0.50	0.50	0.50
	Stormwater Administrator	1.25	1.25	1.25
	PW Seasonal - Engineering	-	-	0.34
	Staff Engineer I	-	-	1.00
	Staff Engineer II	2.00	2.00	1.00
	Subtotal	11.25	11.25	12.59
Parking	CSO I	1.00	1.00	1.00
Fund (471)	CSO II	1.50	1.50	1.50
	Subtotal	2.50	2.50	2.50
Water	Water Billing Specialist	1.00	1.00	1.00
Fund (481)	Admin Secretary II	0.75	0.75	0.75
	Finance Manager	0.25	0.25	0.25
	GIS Technician	0.50	0.50	0.50
	GIS Specialist	0.25	0.25	0.25
	Customer Service Specialist	-	1.00	1.00
	PW Technician	1.00	1.00	1.00
	Maint. Wkr. I	6.00	6.00	5.00
	Maint. Wkr. II	2.00	2.00	2.00
	Manager, PW Water Supply	1.00	1.00	1.00
	Water Supervisor	-	1.00	1.00
	PW Seasonal - Field	0.50	0.50	0.83
	Management Intern	-	-	0.50
	PW Tech - Water, AMR	1.00	1.00	1.00
	Engineering Manager	0.25	0.25	0.25
	Staff Engineer II	1.00	1.00	1.00
	Water Supply Spec	1.00	1.00	1.00
	Subtotal	16.50	18.50	18.33
Fleet	Fleet Services Manager	1.00	1.00	1.00
Maintenance	Fleet Maintenance Technician	5.00	5.00	5.00
Fund (531)	Admin Secretary II	0.25	0.25	0.25
	Subtotal	6.25	6.25	6.25
Risk Mgmt				
Fund (562)	Risk Manager	1.00	1.00	1.00
	Subtotal	1.00	1.00	1.00
Health Ins.				
Fund (563)	Asst. Human Resources Director	1.00	1.00	1.00
	Subtotal	1.00	1.00	1.00
	Total	42.00	44.00	45.50

Department Organization Charts

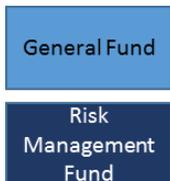
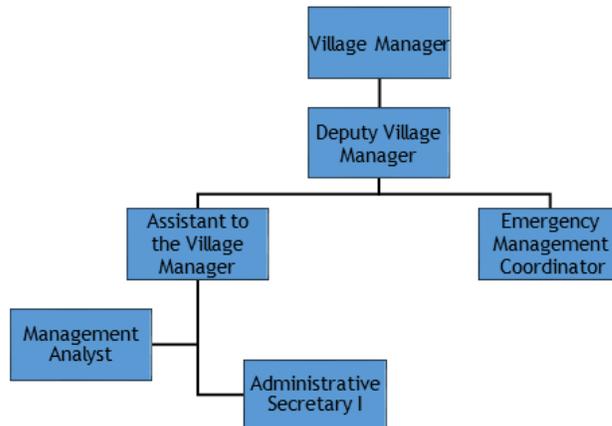
Village Clerk's Office



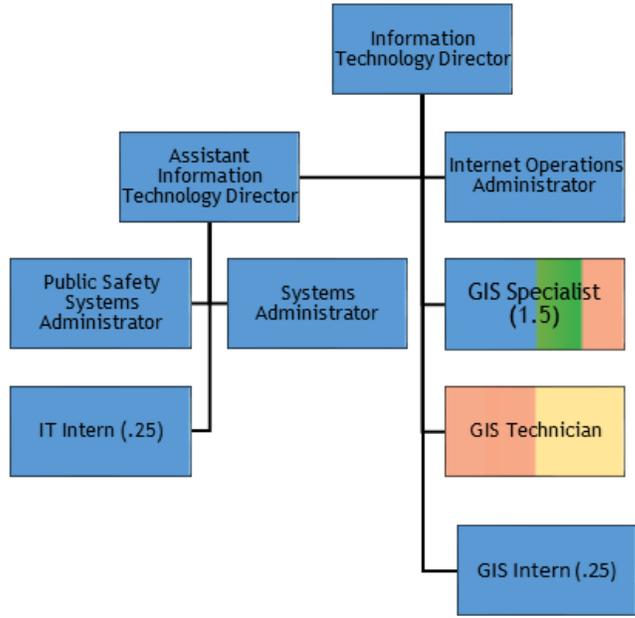
Legal Department



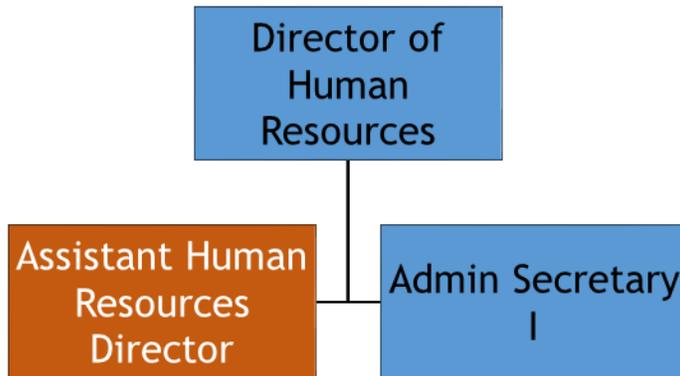
Village Manager's Office



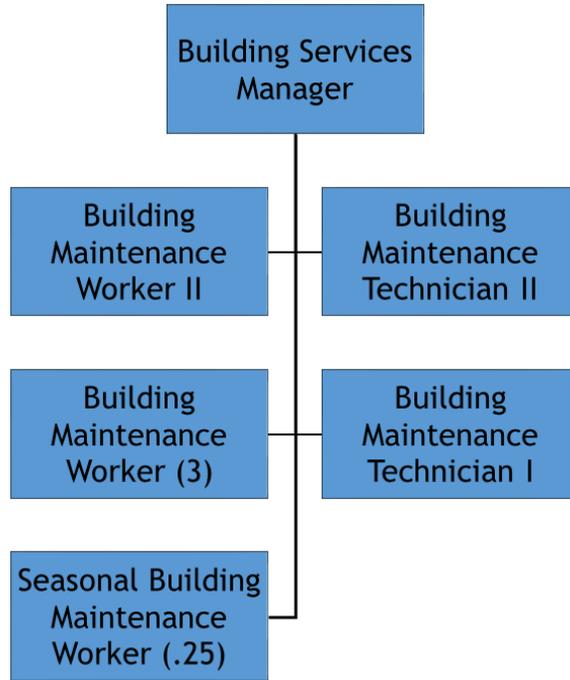
Information Technology



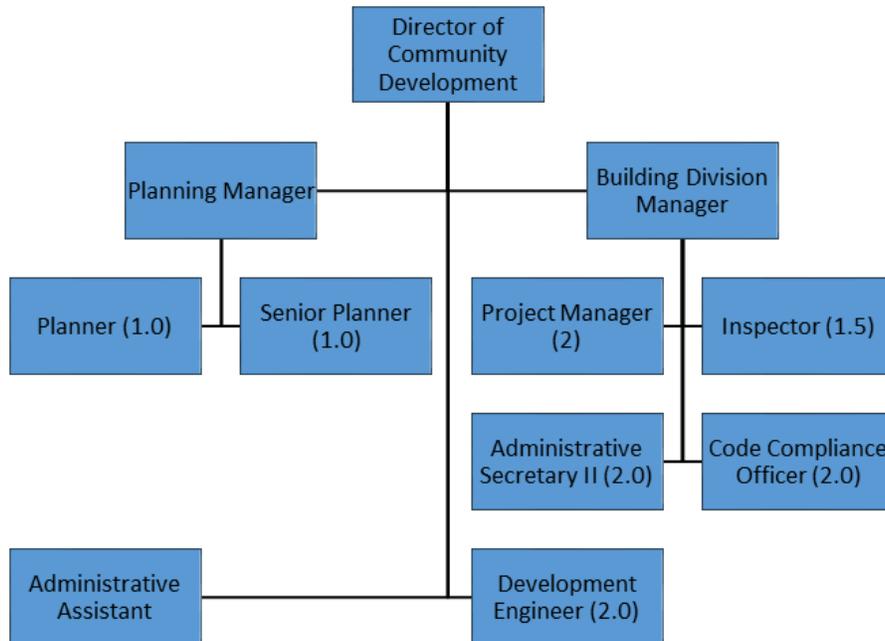
Human Resources



Building Services

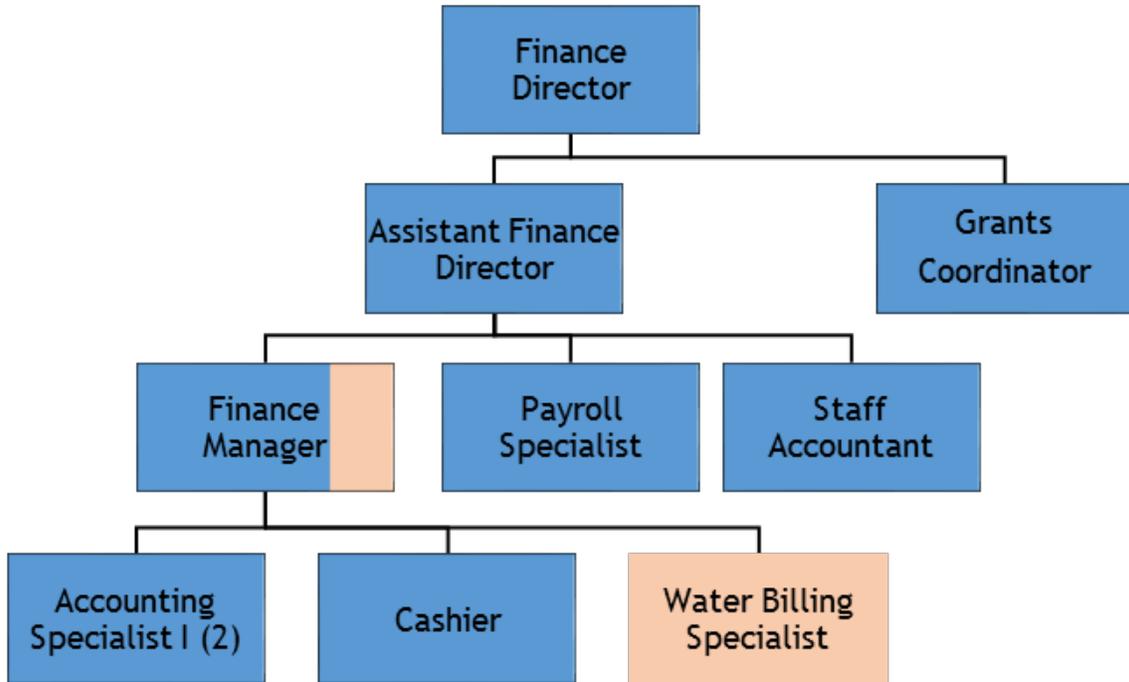


Community Development Department

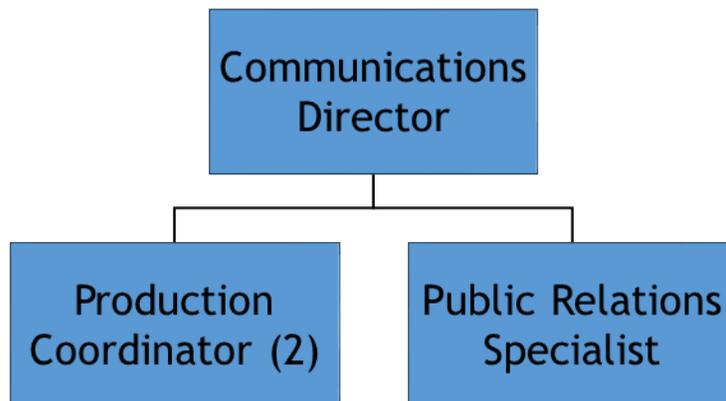


General Fund

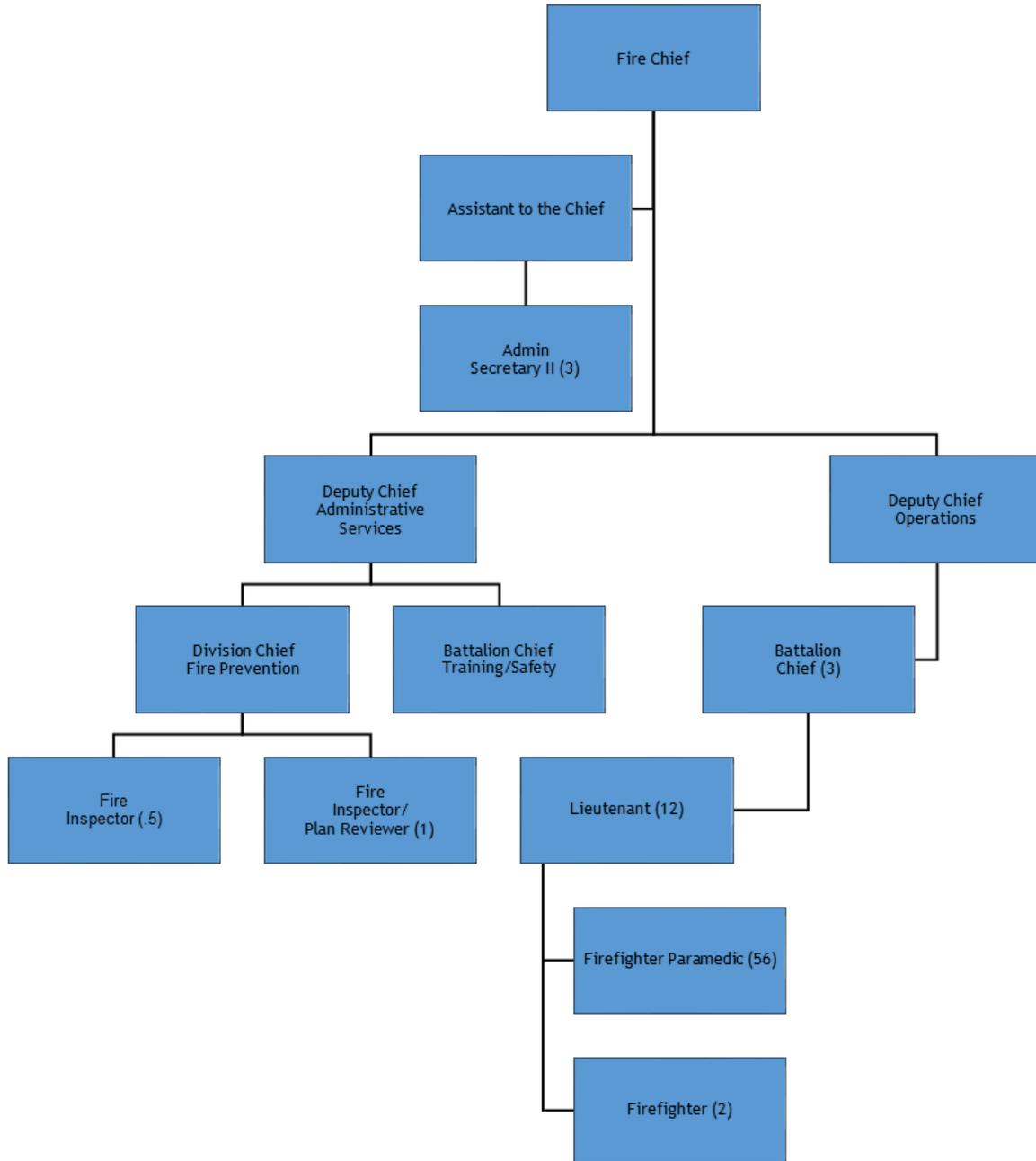
Finance Department



Communications Department

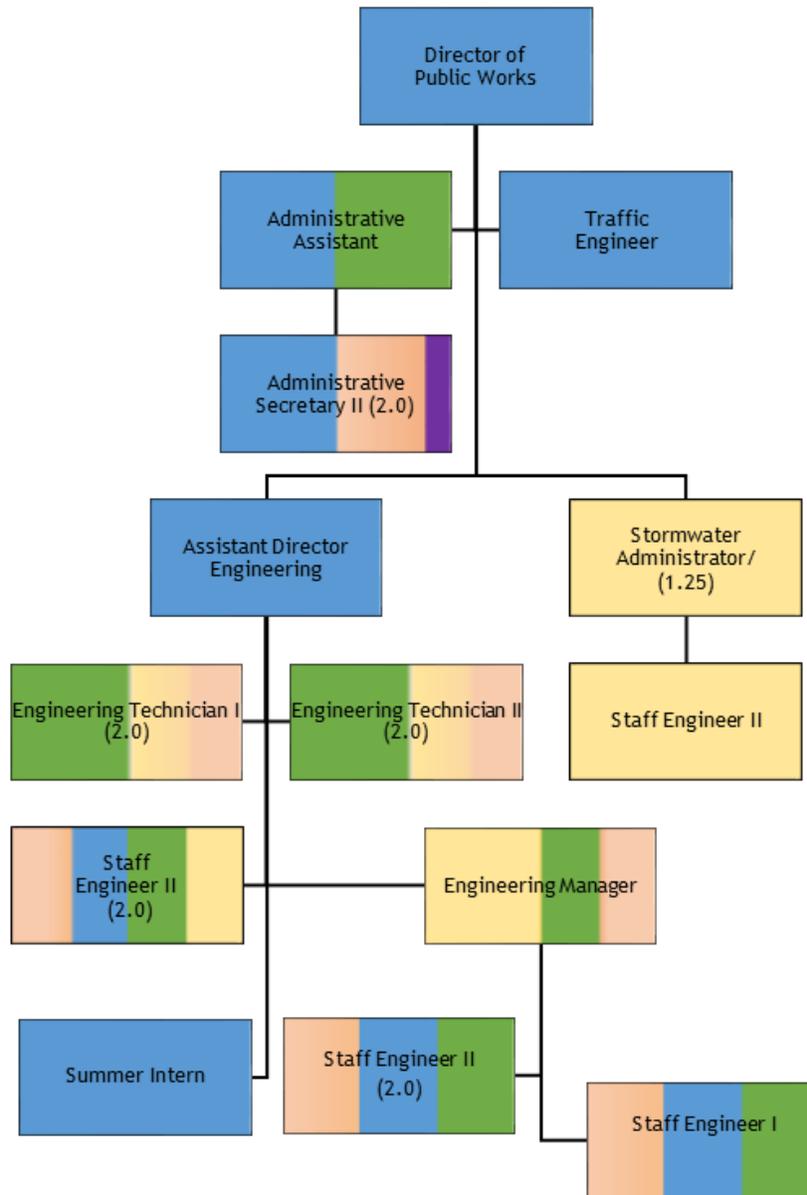


Fire Department



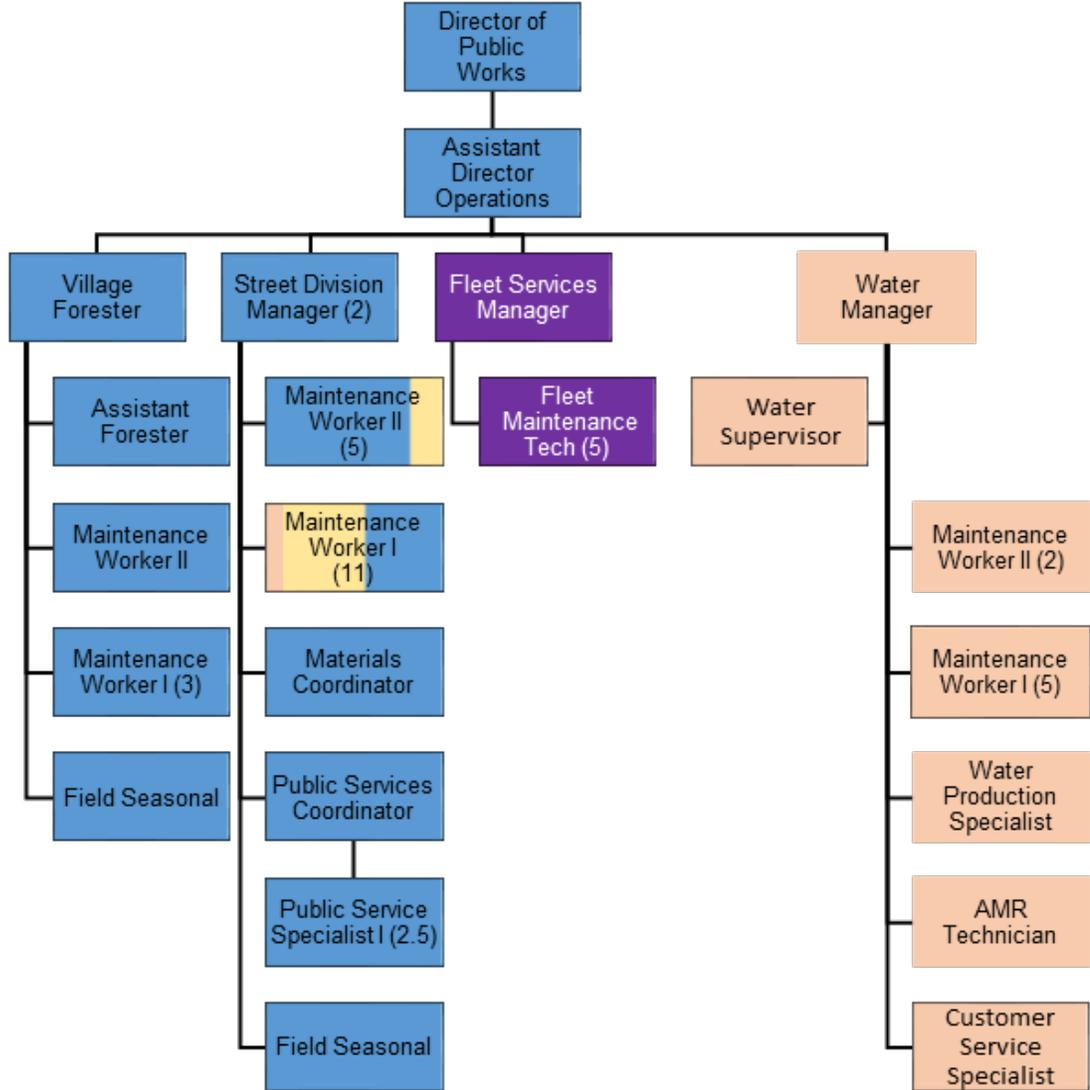
General Fund

Public Works: Engineering/Transportation

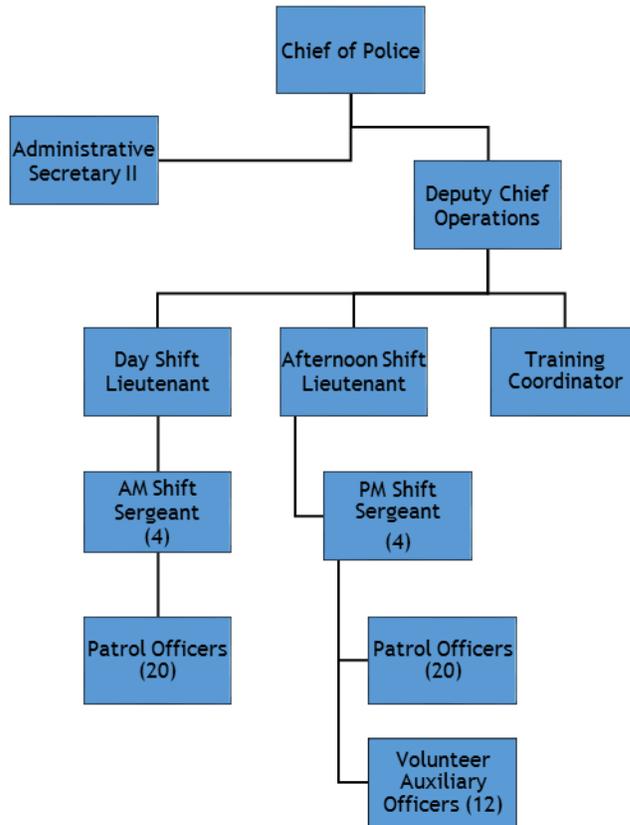


- General Fund
- Fleet Services Fund
- Capital Projects Fund
- Stormwater Fund
- Water Fund

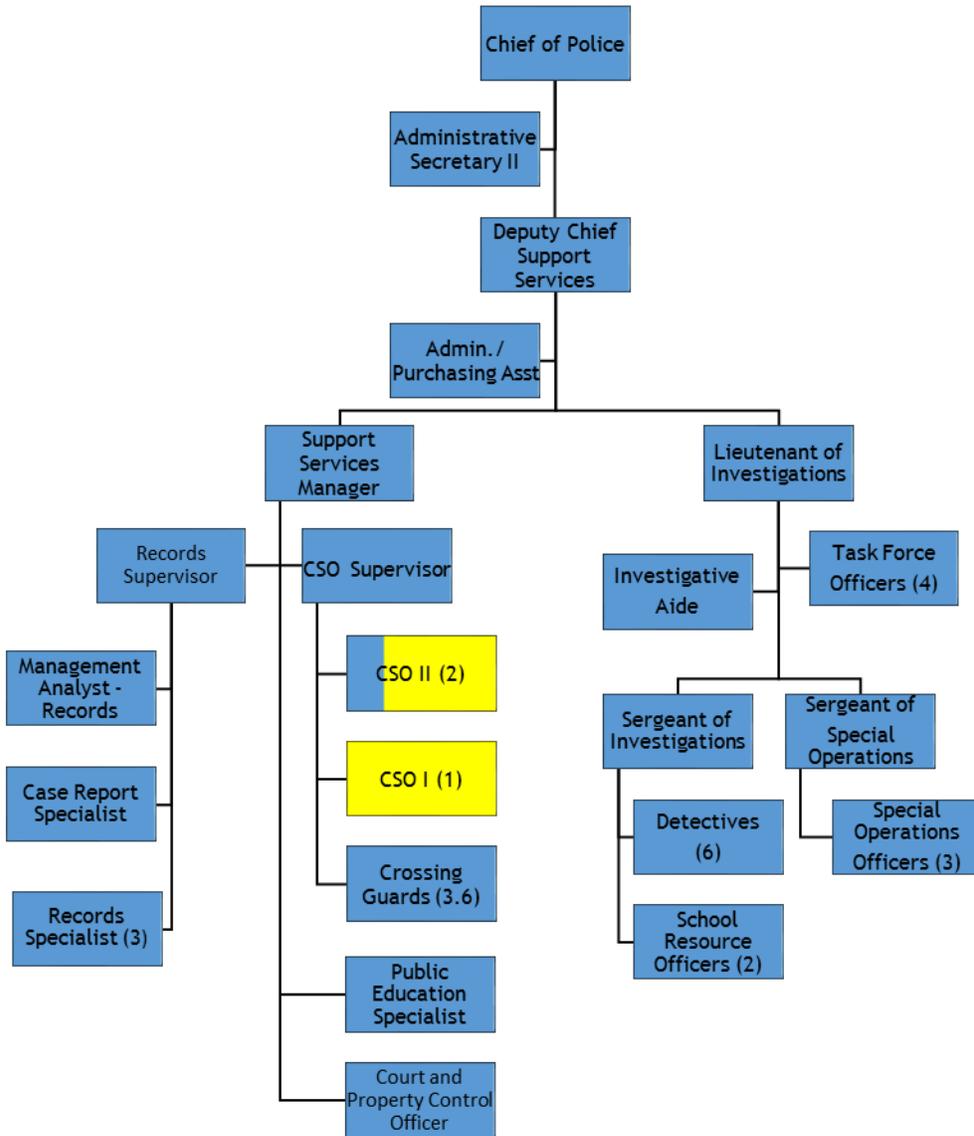
Public Works: Operations



Police Department: Operations



600-Level Programs - Police Department Support Services



General Fund

Parking Fund

Village of Downers Grove Classification & Compensation Plan-effective May 1, 2020

Grade	Minimum	Control	Maximum	FLSA	Minimum	Control	Maximum	FLSA
3	Hourly: 16.666 OPEN	19.999	22.916		Annual: 34,665	41,598	47,664	
4	Hourly: 18.703 Administrative Secretary I	22.443	25.716	N	Annual: 38,901 CSO I	46,682	53,489	N
5	Hourly: 20.738 Accounting Specialist Cashier Communications Specialist	24.886	28.515	N N N	Annual: 43,136 Document Management Tech Records Specialist	51,763	59,312	N N
6	Hourly: 22.775 Administrative Secretary II CSO II Data Technician Deputy Village Clerk	27.330	31.316	N N N N	Annual: 47,372 Investigative Aide Payroll Specialist Utility Billing Specialist	56,846	65,136	N N N
7	Hourly: 24.810 Administrative Assistant Court/Property Control Officer Legal Secretary	29.772	34.114	N N N	Annual: 51,604 Case Records Specialist Management Fellow	61,925	70,956	N N
8	Hourly: 26.847 Administrative Specialist GIS Technician Production Coordinator	32.217	36.915	N N N	Annual: 55,843 Management Analyst Staff Accountant	67,011	76,784	E N
9	Hourly: 28.883 Biweekly: 2,310.604 Assistant to the Village Manager Code Compliance Officer CSO Supervisor	34.659 2,772.724	39.714 3,177.080	E N N	Annual: 60,076 Fire Inspector Public Education Specialist Public Relations Specialist	72,091	82,604	N E E
10	Hourly: 30.919 Biweekly: 2,473.529 Building Inspector Fire Inspector/Plan Reviewer Grants Coordinator Plumbing Inspector	37.103 2,968.235	42.514 3,401.102	N N E N	Annual: 64,312 Staff Engineer I Systems Technician Training Coordinator	77,174	88,429	E E N
11	Biweekly: 2,636.374 Planner Water Supervisor	3,163.649	3,625.014	E E	Annual: 68,546 Public Services Coordinator	82,255	94,250	E
12	Biweekly: 2,799.299 GIS Specialist Records Supervisor	3,359.159	3,849.036	E E	Annual: 72,782 Project Manager	87,338	100,075	E
13	Biweekly: 2,962.144 Development Engineer Internet Operations Administrator Senior Planner Staff Engineer II Street Manager	3,554.573	4,072.948	E E E E E	Annual: 77,016 Public Safety Systems Administrator Support Services Manager Systems Administrator Village Forester Water Manager	92,419	105,897	E E E E E
14	Biweekly: 3,124.988 Assistant Human Resources Director Assistant to the Fire Chief Finance Manager Building Services Manager	3,749.985	4,296.858	E E E E	Annual: 81,250 Fleet Services Manager Records Manager Risk Manager	97,500	111,718	E E E

Grade	Minimum	Control	Maximum	FLSA	Minimum	Control	Maximum	FLSA
15	Hourly: 41,099 Biweekly: 3,287.914	49,319 3,945.497	56,511 4,520.882		Annual: 85,486	102,583	117,543	
	Assistant Information Technology Director			E	Engineer Manager			E
	Building Division Manager			E	Staff Attorney			E
	Emergency Management Coordinator			E	Stormwater Administrator			E
	Planning Manager			E	Traffic Engineer			E
16	Biweekly: 3,450.758	4,140.909	4,744.792		Annual: 89,720	107,664	123,365	
	Assistant Finance Director			E	Division Chief - Fire Prevention			E
17	Biweekly: 3,613.684	4,336.421	4,968.816		Annual: 93,956	112,747	129,189	
	Assistant Village Attorney			E	Communications Director			E
	Battalion Chief			E	Village Clerk			E
18	Biweekly: 3,776.528	4,531.834	5,192.726		Annual: 98,190	117,828	135,011	
	Police Lieutenant			E				
19	Biweekly: 3,939.454	4,727.345	5,416.749		Annual: 102,426	122,911	140,835	
	Assistant Public Works Director			E	Deputy Police Chief			E
	Deputy Fire Chief			E				
20	Biweekly: 4,102.298	4,922.758	5,640.660		Annual: 106,660	127,992	146,657	
	Human Resources Director			E	Information Technology Director			E
21	Biweekly: 4,265.225	5,118.269	5,864.684		Annual: 110,896	133,075	152,482	
	OPEN							
22	Biweekly: 4,428.068	5,313.682	6,088.594		Annual: 115,130	138,156	158,303	
	Community Development Director			E	Police Chief			E
	Finance Director			E	Public Works Director			E
	Fire Chief			E				
23	Biweekly: 4,590.993	5,509.192	6,312.616		Annual: 119,366	143,239	164,128	
	Deputy Village Manager			E				

Contractual Wages for Police Officers (contract expires April 30, 2021)								
Step:	Starting	1	2	3	4	5	6	7
Effective May 1, 2018	67,520	71,367	75,905	80,522	85,259	90,169	95,273	101,160
Effective May 1, 2019	69,208	73,151	77,802	82,535	87,390	92,424	97,655	103,689
Effective May 1, 2020	70,419	74,431	79,164	83,980	88,920	94,041	99,364	105,504

Contractual Wages for Police Sergeants (contract expires April 30, 2022)			
Step:	Starting	1	2
Effective May 1, 2019	113,025	114,802	116,577
Effective May 1, 2020	116,133	117,959	119,783
Effective May 1, 2021	118,166	120,023	121,879

Contractual Wages for Fire Department Union Personnel (contract expires April 30, 2020)							
Step:	Starting	1	2	3	4	5	6
Effective May 1, 2017							
Firefighter	65,608	70,832	76,055	81,277	86,500	91,628	
Firefighter-Paramedic	69,546	73,528	77,738	82,188	86,893	91,868	97,128
Fire Lieutenant	102,625	105,374	109,037				
Effective May 1, 2018							
Firefighter	67,248	72,603	77,956	83,309	88,663	93,919	
Firefighter-Paramedic	71,285	75,366	79,681	84,242	89,065	94,164	99,556
Fire Lieutenant	105,190	108,009	111,763				
Effective May 1, 2019							
Firefighter	68,425	73,873	79,320	84,767	90,214	95,563	
Firefighter-Paramedic	72,532	76,685	81,075	85,717	90,624	95,812	101,298
Fire Lieutenant	107,031	109,899	113,719				

Contractual Wages for Public Works Union Personnel (contract expires April 30, 2021)								
Step:		1	2	3	4	5	6	7
Effective May 1, 2018								
	Group 1	34,500	36,964	39,429	41,893	44,357	46,822	49,286
	Group 2	41,896	44,889	47,882	50,875	53,867	56,860	59,852
	Group 3	45,604	48,861	52,118	55,376	58,633	61,890	65,148
	Group 4	49,318	52,840	56,364	59,886	63,409	66,931	70,454
	Group 5	53,039	56,827	60,615	64,404	68,192	71,980	75,769
	Group 6	56,747	60,800	64,853	68,906	72,960	77,013	81,067
	Group 7	60,257	64,561	68,865	73,169	77,474	81,777	86,081
Effective May 1, 2019								
	Group 1	35,363	37,888	40,415	42,941	45,466	47,993	50,518
	Group 2	42,944	46,012	49,079	52,146	55,213	58,281	61,348
	Group 3	46,744	50,082	53,421	56,760	60,099	63,438	66,776
	Group 4	50,551	54,161	57,773	61,383	64,994	68,605	72,215
	Group 5	54,364	58,248	62,131	66,014	69,897	73,780	77,663
	Group 6	58,165	62,320	66,474	70,629	74,784	78,939	83,093
	Group 7	61,763	66,175	70,587	74,999	79,410	83,821	88,233
Effective May 1, 2020								
	Group 1	35,982	38,551	41,122	43,692	46,262	48,833	51,402
	Group 2	43,695	46,817	49,937	53,059	56,180	59,301	62,422
	Group 3	47,562	50,959	54,356	57,754	61,151	64,548	67,945
	Group 4	51,436	55,109	58,784	62,457	66,132	69,805	73,479
	Group 5	55,316	59,267	63,218	67,169	71,120	75,071	79,022
	Group 6	59,183	63,411	67,637	71,865	76,092	80,320	84,547
	Group 7	62,844	67,333	71,822	76,311	80,800	85,288	89,777
Public Works Union Positions								
	Group 1:	Building Maintenance Worker I			Group 6:	Materials Coordinator		
	Group 2:	Building Maintenance Worker II				Public Works Specialist		
	Group 3:	Maintenance Worker I				Public Works Technician - Water AMR		
		Building Maintenance Technician I				Public Works Technician II		
		Public Works Technician I			Group 7:	Assistant Village Forester		
	Group 4:	Public Services Specialist						
	Group 5:	Maintenance Worker II						
		Fleet Maintenance Technician						
		Building Maintenance Technician II						
		Water Production Specialist						

Part-Time Wages: The Village of Downers Grove may establish certain part-time positions, such as Crossing Guard and seasonal hires, with hourly rates of pay ranging from a minimum of \$8.25/hour to a maximum of \$18.00/hour.

Calculation of Minimum and Maximum

Control points are established by conducting external market analysis of comparable municipal organizations. The minimum of the range is calculated at 20% below the control point (control amount / 1.2). The maximum of the range is calculated at 37.5% above the minimum (minimum amount * 1.375).

BUDGET PROCESS

The budget process begins with an analysis of the first two quarters of the fiscal year and an updated projection of revenues and expenditures for the entire fiscal year. Staff prepares and distributes preliminary revenue estimates, along with departmental expenditure targets for the upcoming fiscal year based on the revenue projections. This information is communicated to department Directors. In July, departments prepare proposed operating budgets and funding requests for the upcoming fiscal year. Then the Finance Director conducts budget meetings with each department to review department budgets. A draft budget is prepared and the Village Manager meets with the budget team to review the document.

The Village Council typically conducts multiple budget workshops throughout October and November, including a Saturday Coffee with the Council budget workshop. Copies of the proposed budget are made available for the public prior to this meeting online and at Village Hall. A public hearing is conducted and the budget, along with its enabling Ordinance, is presented to the Village Council for adoption in November. Based on the adopted budget, a property tax levy is proposed by Staff for adoption by the Village Council no later than the first meeting in December. Amendments to the adopted budget that increase the total expenditures of any fund require Village Council approval by the adoption of a budget amendment ordinance.

This Long Range Plan guided staff in the preparation of the 2020 Budget.

	Apr	June	July	Aug	Sept	Oct	Nov	Dec
1st Quarter Budget Review								
Mid-Year Financial Review								
Revenue Projections, Departmental Expenditure Targets Established, Discussion of Goals								
Finance Review of Departmental Budgets Requests								
Departmental Budget Meetings								
Village Manager Budget Review								
Long Range Plan Adopted								
Recommended Budget Released to Village Council								
Council Budget Workshops								
Budget Public Hearing and Budget Adoption								
Tax Levy Public Hearing and Tax Levy Adoption								

DOWNERS GROVE AT A GLANCE

Historical Perspective

In 1832 Pierce Downer, the first settler to what was to become Downers Grove, ended his long journey from New York State, when he saw an oak grove standing alone in the middle of an open prairie. Although he was hesitant about the welcoming he would receive from the Indians, Downer built a log cabin on that site, where he lived alone for over two years until he was joined by his daughter.

Soon news spread about the incredible opportunities for a better life in “the Grove” as it was originally called. Dexter Stanley, Israel Blodgett and Horace Dodge all became famous settlers to the area who carved out lasting impressions in Downers Grove’s history. Both Stanley and Blodgett built log cabins for schools, and Dodge held church services in his home.

The 1850’s continued to see growth in the area not only with people migrating from New England and New York State eager to obtain land on fertile prairies but also with fugitive slaves from the south and west looking for freedom. Downers Grove became a vital link in the Underground Railroad escape route because there was a strong anti-slavery sentiment in Downers Grove as citizens offered their homes as refuge.

In 1862, the CB&Q Railroad Company made a decision to build a railroad from Aurora to Chicago, going through Downers Grove. This proved to be the single most important influence on the development of Downers Grove. News of the upcoming railroad prompted many changes such as building a railroad station, additional streets and a business section of town. Also, with a population of a little over 350, residents of Downers Grove felt they needed a village government. Therefore, in 1873 they drew up a petition, held an election and Downers Grove became incorporated.

Over the years, Downers Grove has continued to grow and develop. Its location is a center of transportation with the convergence of the interstate highways, the railroad and the proximity to national airports. This makes it a desirable location for offices, businesses and industry. Its feelings of community, friendliness and helpfulness make it a desirable location for people to call home.

Photo courtesy of the Downers Grove Park District Museum & the Downers Grove Historical Society

DOWNERS GROVE AT A GLANCE

Village of Downers Grove Principal Property Tax Payers

Tax Payer	2018 Taxable Assessed Value	% of Total Taxable Assessed Value
Esplanade I SPE LLC	24,290,400	0.95
Executive Towers II Realty	22,084,890	0.86
PTA - K 225	21,502,530	0.84
Hamilton Partners	16,962,255	0.66
FPA6 Grove LLC	15,173,140	0.59
Bristol Club LP	14,745,110	0.58
James Campbell Co LLC	12,974,210	0.51
PBH Prentiss Creek LLC	13,154,960	0.52
Highland Owner LLC	13,182,650	0.52
Accesso Partners LLC	11,886,050	0.47

Source: Office of the DuPage County Clerk

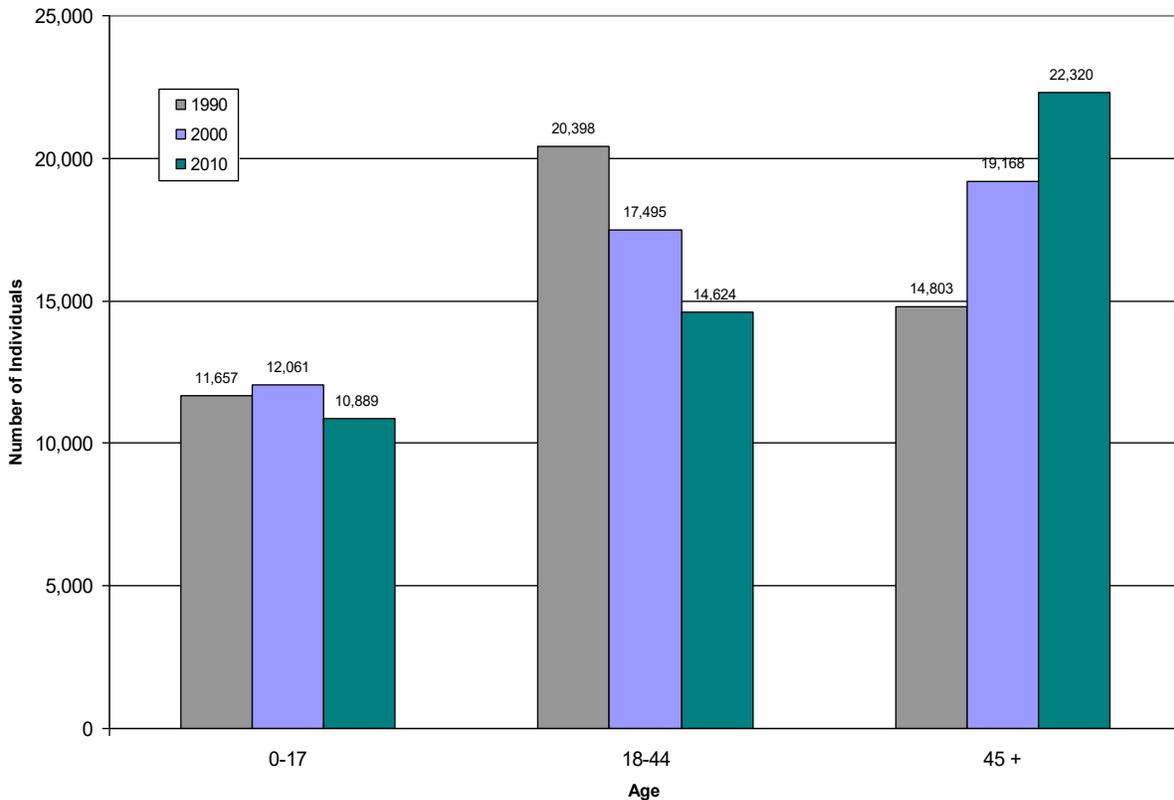
Unemployment Rates

Year	Village of Downers Grove	DuPage County	State of Illinois
2005	4.80%	4.70%	5.30%
2006	4.10%	3.40%	4.50%
2007	4.90%	3.80%	5.50%
2008	7.10%	5.00%	7.60%
2009	7.70%	8.40%	11.10%
2010	6.40%	8.90%	9.20%
2011	6.40%	8.80%	8.90%
2012	6.50%	8.90%	8.60%
2013	6.30%	8.30%	8.70%
2014	3.70%	4.40%	6.20%
2015	4.00%	4.40%	6.10%
2016	4.10%	4.50%	5.50%
2017	3.60%	3.90%	4.80%
2018	4.0%	2.80%	4.30%
2019 (1)	3.40%	3.10%	3.90%

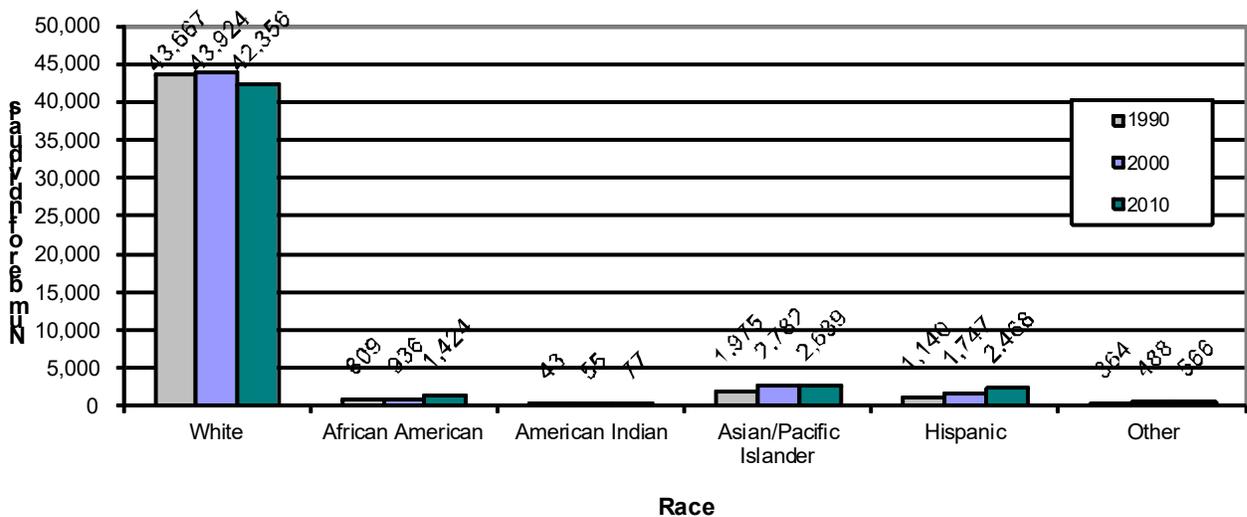
(1) as of September 2019

Source: United State Department of Labor Bureau of Labor Statistics

DOWNERS GROVE AT A GLANCE

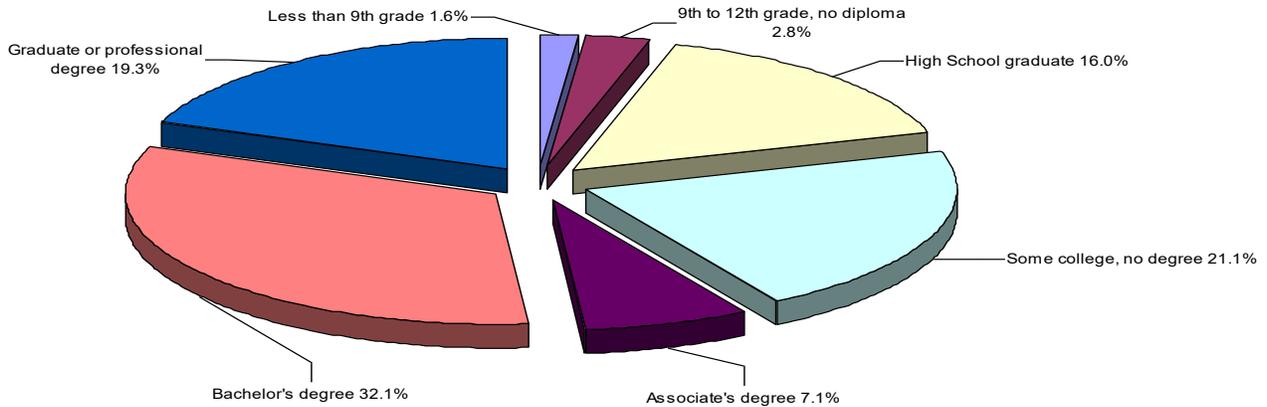


The Age Distribution graph compares the change in population for three age categories from 1990 to 2010. The number of children has remained relatively steady, however the age group 45+ has increased 51% since 1990, demonstrating a shift toward an older population in Downers Grove.

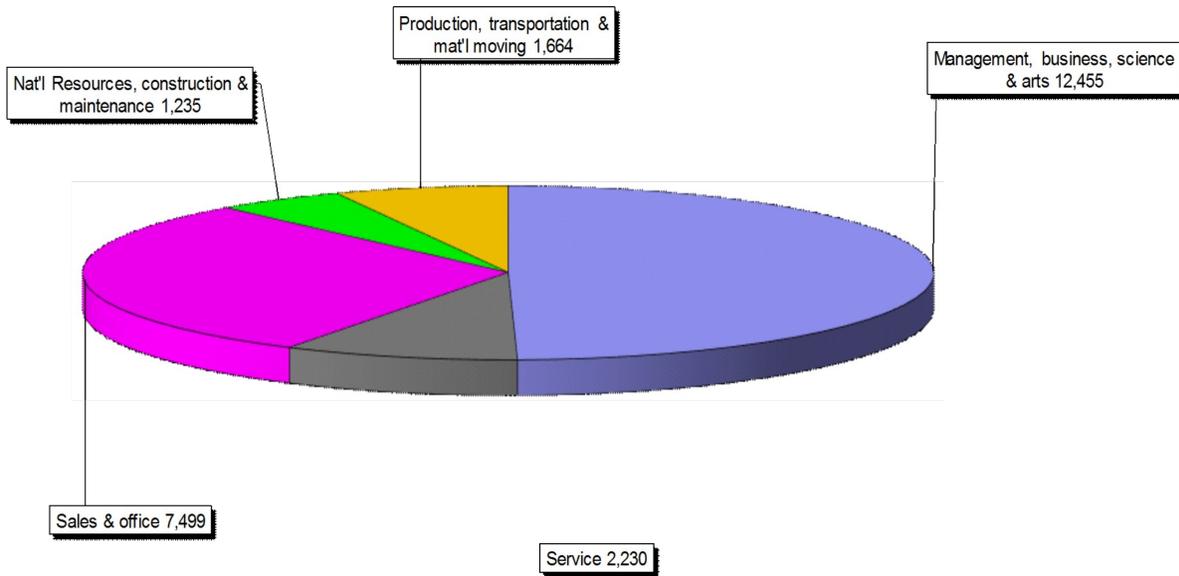


The Population Diversity graph compares the population by race from 1990 to 2010. The graph shows that White (Caucasian) makes up almost 90% of the total population. The next largest group is the Asian/Pacific Islander with almost 6% of the total.

DOWNERS GROVE AT A GLANCE



The Educational Attainment graph shows the education reached by level for the Downers Grove population 25 years old and over for 2010. Over 50% of the population in Downers Grove is considered at the professional level.



The Occupation Allocation graph shows the various occupations of the Downers Grove civilian employed population over 16 years old in 2010.

DOWNERS GROVE AT A GLANCE



PROFILE OF THE VILLAGE OF DOWNERS GROVE

The Village of Downers Grove, which has a land area of about 14.4 square miles, is located in DuPage County and is 22 miles west of Chicago. DuPage County is the second most populated county in Illinois, after Cook County. The median household income in the Village is \$83,513. Along with several major arterial highways, three Burlington Northern commuter train stations are located in the Village; these provide commuters about a 25-minute train ride to and from Chicago and easy access to the entire metropolitan area.

The Village is a premier location for business, a home to many corporate and regional headquarters. Advocate Good Samaritan Hospital, the only Level One trauma center in DuPage County, is also located in Downers Grove. The resident population is 48,867; however, the Village's corporate business parks and shopping districts raise the daytime population and economic activity, providing the Village the benefit of a significant level of sales tax revenue. A review of the retail expenditure information suggests that the Village attracts residents from surrounding communities to support the sales tax income. The property tax base is 76 percent residential, 21 percent commercial, and 3 percent industrial. The ten leading commercial property tax payers are from a diverse economic base and account for approximately 6.9 percent of the total tax base.

The Village of Downers Grove was originally settled in 1832 and was incorporated on March 31, 1873. Today, the Village operates under the Manager form of government. As defined by Illinois statutes, the Village is a home-rule community and provides a full range of municipal services to its residential and commercial customers. These services include police and fire protection; building code and fire prevention inspection services; emergency 911 dispatch service; paramedic services; water services; a commuter bus transportation system; a commuter and residential parking system; community development services; and the construction and maintenance of streets, stormwater, and other municipal infrastructure.

RESIDENT DEMOGRAPHICS

Median Age	43.1
Household Median Income	\$85,546

HOUSING

Total Housing Units	20,042
Median Home Value	\$340,200

Source: <https://www.census.gov/quickfacts/fact/table/downersgrovevillageillinois/PST045216>

DOWNERS GROVE AT A GLANCE

Public Schools

District 58 serves students in grades K-8 living in Downers Grove and portions of Darien, Oak Brook, Westmont, and Woodridge with 11 elementary schools and 2 middle schools

Enrollment: 5,116

Website: www.dg58.org

District 99 has two high schools serving students in Downers Grove, Woodridge, and parts of Bolingbrook, Darien, Lisle, Oak Brook, Westmont, and unincorporated portions of DuPage County.

Enrollment: 4,983

Average SAT score (ELA): 529.1

Average SAT score (Math): 550.6

Website: www.csd99.org

Utilities

Electricity: ComEd www.comed.com

Natural Gas: Nicor www.nicor.com

Local Phone Service: AT&T www.att.com, and

Comcast www.xfinity.com

Water Source: DuPage Water Commission www.dpwc.org (Lake Michigan) and some private wells for unincorporated areas

Stormwater: Village of Downers Grove www.downers.us

Refuse/Recycling: Republic Services www.republicservices.com

Cable: Comcast www.xfinity.com

Sanitary Sewers: Downers Grove Sanitary District www.dgsd.org

Transportation

Airports: O'Hare International - 22 miles, Midway International - 18 miles, DuPage Airport - 25 miles

Driving: Downers Grove is located close to several interstates, offering convenient access to Chicago and other popular destinations: I-88, I-355, (5 interchanges), I-294, I-55, I-290, and Illinois Routes 34, 56, 53, and 83.

Parking Deck: A 787-space parking deck located at 945 Curtiss offers parking for shoppers and commuters in the heart of downtown, easing on-street parking congestion.

Transportation-continued

Public Rail: METRA rail service connects Downers Grove to Chicago and the far western suburbs with three stations located at Belmont Road, Main Street, and Fairview Avenue with commuter parking available. www.metrarail.com

Bus Service: The Pace Commuter Shuttle operates Monday through Friday, providing service to the Main Street Train and Belmont Stations during the morning and evening rush hours. www.pacebus.com

Library

39,888 resident cardholders

Circulation 1,270,017

Number of visitors 499,061

Physical Collection 227,429

Total Collection 280,029

Website: www.dglibrary.org

Parks and Recreation

Downers Grove Park District is the third largest Park District in DuPage County with 49 park sites or facilities with over 600 acres of land.

Notable facilities include the approximately 90-acre Downers Grove Golf course, the first 18-hole golf course in the United States. Lincoln Community Center, Downers Grove's oldest standing school building, was remodeled and now contains facilities for leisure programs and activities for all ages. The Recreation and Fitness Center offers services and programs to promote healthy lifestyles and enhance body and mind. Amenities include open gyms, multipurpose rooms for classes, free weights and cardio equipment, and an indoor track.

The Lyman Woods Interpretive Center acts as a gateway to 135 acres of natural area. After a visit to the Center, explore the beauty of Lyman Woods, home to an oak forest, savanna, frogs, deer, insects, and other natural wonders. Belmont Prairie, a 10-acre site, was the first dedicated Illinois Nature Preserve in DuPage County. The District also operates a Historical Museum Campus with a collection of more than 15,000 artifacts. McCollum Park Miniature Golf & Concessions has recreational equipment, 18-hole miniature golf course, horse-shoes and general recreation. The district also provides tennis and pickleball courts, baseball fields, picnic areas, skating areas, fishing ponds, a pavilion and walking/jogging trails.

Website: www.dgparks.org

DOWNERS GROVE AT A GLANCE

Business

Downers Grove has 12 business districts with distinct characteristics, including 2 industrial areas.

Competitive Initiatives: Yes

Industrial Revenue Bonds: Yes

Tax Increment Financing Districts: 2

Special Service Areas: 8

Village Facilities

- Village Hall
- Fleet Garage
- Police Station
- Public Works
- 4 Fire Stations
- Library

Infrastructure:

329 lane miles of Local, Collector and Arterial Roadways

- 60% with Curb and Gutter
- 40% with Ditches
- 240 miles of Sidewalks

Water System:

- 7 Elevated Storage Tanks
- 6 Rate Control Stations
- 230 miles of Water Distribution Main
- 2,685 Fire Hydrants
- 2,727 Main Line Distribution Valves
- 3 Backup Wells
- Supervisory Control and Data Acquisition System

Stormwater System:

- Approximately 7,000 drainage structures
- 315 stormwater detention facilities
- 130 miles of storm sewer pipes
- 11 miles of streams
- 140 miles of roadway ditches
- 47,000 feet of culverts

Economic Development

Downers Grove Economic Development is a public-private 501c6 partnership supported by the Village and private sector companies

Website: www.dgedc.org

Community Events

February: Ice Sculpture Festival

Summer : Summer Nights Classic Car Show (Fridays)

June: Grove Fest

July: July 4 Parade and Fireworks

September: Fine Arts Festival and Oktoberfest

November: Gingerbread Festival and Tree Lighting

Awards and Recognition

- GFOA Certificate of Achievement for Excellence in Financial Reporting
- GFOA Distinguished Budget Award
- Gold Standard Accreditation with Excellence through the Commission on Accreditation for Law Enforcement Agencies (CALEA) for the Police Department. The Department also received the Meritorious Award for achieving 15 or more consecutive years of accreditation; a new milestone for the Village.
- ISO Class 1 Public Protection Classification for the Fire Department
- American Heart Association Gold Status for the Fire Department for collaboration with local hospitals in the treatment of cardiac emergencies and strokes
- Clean Cities Coalition 14th Greenest Fleet in North America
- Tree City USA by the National Arbor Foundation
- Public Works Director Nan Newlon named a 2018 Top Ten Public Work Leader by the American Public Works Association (APWA)
- Village Manager Dave Fieldman received Governmental Leader of the Year from the DuPage Mayors and Managers Conference
- Downers Grove ranked #46 on the 2018 Top 100 Best Places to Live published by Livability.com

DOWNERS GROVE AT A GLANCE

Downers Grove EAV Breakdown by Type of Property		
	2018 EAV	% of Total
Residential	\$1,965,000,708	77%
Commercial	510,474,704	20%
Industrial	78,869,720	3%
Total	\$2,554,345,132	100%

Source: DuPage County Clerk

Village of Downers Grove Taxable Sales by Category (\$000s)			
Taxpayer	2016	2017	2018
General Merchandise	\$45,285	\$44,724	\$44,674
Food	125,871	113,296	108,196
Drinking and Eating Places	150,194	153,040	156,307
Apparel	34,732	33,817	31,864
Furniture and HH and Radio	142,386	140,262	138,003
Lumber, building Hardware	62,990	69,184	63,833
Automobile and Filling Stations	299,589	295,252	328,217
Drugs and Miscellaneous Retail	268,686	254,442	267,134
Agriculture and all others	99,656	136,626	122,509
Manufacturers	15,084	13,138	13,873
Total	\$1,244,473	\$1,253,780	\$1,274,610

Source: Illinois Department of Revenue

Village of Downers Grove Large Employers		
Name	Product or Service	Number of Employees
Advocate Good Samaritan Hospital	Hospital and health care services	2,500
GCA Services Group Inc.	School maintenance	1,500
University Subscription Services	Periodicals publishing	1,050
Midwestern University	Higher education	1,000
State Farm	Insurance	1,000
Acxiom/May & Speh Inc.	Data processing and preparation services	800
First Health Corporation/Coventry	Health care services	800
Ambitech Engineering Corp.	Engineering	700
Invesco Capital Management	Financial Planner	600
Adtalem Global Education	Higher education	500
FTD Inc.	Online Florist and Gifts	500

Source: Downers Grove Economic Development Corporation

PERFORMANCE MEASURES

	Strategic Goals								
Clerk's Office	FY16	FY17	FY18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
FOIA Requests	590	527	508	550		X			
Total Licenses Processed	1,158	69	67	70		X			
Community Development	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Average time in days to process first-review permit (goal is 10 days)	6.87	6.93	7.61	7.5		X	X	X	X
Permit Applications Received	2,449	2,424	2,301	2,200		X	X	X	
Permits Issued	2,199	2,205	2,204	2,100		X	X	X	
Inspections Conducted	4,272	5,227	4,747	4,200		X	X	X	
Code Enforcement Site Visits	5,394	5,360	5,300	4,300		X	X	X	
ZBA Case Applications	9	4	10	8		X	X	X	X
Plan Commission Case Applications	64	40	39	35		X	X	X	X
Historic Preservation Building Applications	10	11	7	6		X	X	X	
Communications	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Live Meetings Taped	51	48	47	46		X			
Studio and Remote Tapings	25	38	14	39		X			
Live Meeting Hours	95	73	87	83		X			
On Air Programming Hours	1,972	2,011	2,262	2,289		X			
YouTube Postings	115	102	67	104		X			
YouTube Views	17,297	25,192	25,192	31,132		X			
Public Service Announcement	121	169	169	110		X			
Print Publications	472	90	35	40		X			
Nextdoor Members	9,224	12,145	13,856	16,599		X			
Facebook Page Likes	3,672	4,645	5,403	6472		X			
Twitter Followers	4,389	4,942	5,218	5619		X			

PERFORMANCE MEASURES

Manager's Office	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Meetings of Council	35	35	31	35	X	X	X	X	X
Human Resources	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Positions Filled	27	25	21	24		X			
Turnover Rate	8.50%	8.10%	7.50%	7.90%		X			
Information Technology	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Visits to Village Website	169,998	184,272	180,498	166,170		X			
Visits to DGTv Page	618	420	273	633		X			
Visits to Fire Public Education Page	626	137	100	746		X			
Visits to Tourism Website	18,468	17,181	14,493	8,500		X			
Visits to Parcel Navigator	431	25,162	24,021	27,000		X			
GPS Operations # of Structures Collected	978	990	1,220	1,250		X			X

PERFORMANCE MEASURES

Finance	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Taxi Coupons Purchased	74,310	63,102	54,722	39,408	X	X			
Purchase Orders Processed	286	302	342	350	X	X			
Customers - Utility Billing (Stormwater Utility effective 1/1/13)	17,913	18,070	17,545	17800	X	X		X	
Utility Customers - Billed via Email	669	742	780	850	X	X			
% of Employees on Direct Deposit for Payroll	100%	100%	100%	100%	X	X			
Consecutive Years the Department has received the GFOA Distinguished Budget Award	7	8	9	10	X	X			X
Consecutive Years the Department has received the GFOA Certificate of Achievement for Excellence in Financial Reporting	26	27	28	29	X	X			
Monthly Closeouts within 5 Working Days	100%	100%	100%	100%	X	X			
Taxi Coupons Redeemed	72,532	60,888	52,680	36,643	X	X			
Quarterly Statements Prepared by the Third Week After Quarter End	100.00%	100.00%	100.00%	100.00%	X	X			
General Fund - Actual Revenues as a % of the Budget	98.81%	98.72%	103.47%	100.98%	X	X			
Actual Expenditures as a % of Budget	98.65%	98.74%	99.92%	99.99%					
Police	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Calls for Service	19,216	17,500	N/A	N/A		X			
Accidents	1,620	1,692	1,657	1,534		X			
Vacation House Checks	595	616	401	1,512		X			
Premise Checks	7,893	8,013	5,836	11,757		X			
Traffic Citations	8,262	8,184	6,243	3,910		X			
Traffic Warning Citations	10,136	10,429	7,315	4,485		X			
Child Safety Seat Checks	51	40	28	18		X			
Overnight Parking Citations	1,379	1,496	1,601	1,804		X			
FOIA Requests	669	571	619	711		X			
Participants in Public Education Program	7,596	7,767	9809	9,464		X			

PERFORMANCE MEASURES

Fire	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Fires						X			
Structure	18	30	21	16		X			
Vehicle	9	3	8	5		X			
Other	20	30	29	30		X			
Civilian Fire Deaths	0	1	0	0		X			
EMS Calls	4044	4,230	4,431	4400		X			
Percent of Life-Safety Occupancy Inspections Completed	93.5	91	86	90		X			
Fire Alarm System Trouble Follow-Ups	55	80	294	272		X			
Miscellaneous Inspections	1100	680	130	164		X			
Total Public Education Contacts	42,000	39,558	48,527	36,875		X			
Pre and post test scores from third grade LNTB program - Total Score Knowledge Improvement	20%	20%	20%	20%		X			
Legal/Risk	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Liquor License Applications Received	35	25	30	25		X	X		
DUI Cases	120	90	107	100		X			
Workers Compensation Claims Filed	22	25	24	17		X			X
General/Auto Liability Claims Filed	5	16	7	6		X			X

PERFORMANCE MEASURES

Public Works	FY16	FY17	FY 18	Projected FY19	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Catch Basins Cleaned	195	186	223	420		X		X	
Flooding Calls	58	78	75	50		X		X	
Feet of Storm Sewers						X		X	
Cleaned	18,374	19,250	24,100	41,183		X		X	
Televised	17,832	16,425	24,100	41,183		X		X	
Roadside Ditches Under Construction (feet)	7,000	8770	7,000	6,330		X		X	
Drainage Structures						X		X	
Repaired	46	86	78	42		X		X	
Installed	32	28	36	26		X		X	
JULIE Locate Requests	12,827	11,954	11,876	12,839		X		X	
Salt Used (tons)	3,760	1533	4360	4,925		X		X	
Asphalt Paving (tons)	450	226	290	330		X		X	
Concrete Repairs (yards)	130	74	50	42		X		X	
Snow Removal Call Outs	16	9	27	35		X		X	
Parkway Trees						X		X	
Planted	653	647	539	500		X		X	
Pruned	4,452	4,626	4,263	4,309		X		X	
Removed	721	601	667	571		X		X	
Mosquito Abatement Tablets	4,400	4,180	3,740	5,102		X		X	
Special Events Assistance (hours)	688	743	873	785		X	X	X	
Calls to Public Service Response Team	2,843	2,677	3,147	3,308		X		X	
Domestic Animals Handled	205	193	276	192		X			
Wildlife Inquiries Handled	587	509	663	526		X			
Traffic Signs Fabricated and Installed	1,990	869	786	629		X	X	X	X
Traffic Posts Installed	380	294	198	166		X	X	X	X
Water Service Calls	1,960	1,920	2,057	1,933		X			
Water Main Breaks	65	55	86	67				X	
Total Water Pumpage (gallons)	1,706,965,000	1,796,705,000	1,839,791,000	1,636,600,000	X				
Snow Plowing (Events When Service Level Met/ Total Events)	16 of 16	9 of 9	20 of 20	35 of 35		X			

FINANCIAL POLICIES AND PROCEDURES

Financial policies guide staff during the preparation of the annual budget. Significant effort has been made during the FY2019 budget process to ensure that the organization's guiding financial principle was met: to achieve structural balance between revenues and expenditures/expenses in order to ensure that desired service levels are provided on a sustained basis. The accounting policies of the Village of Downers Grove conform to Generally Accepted Accounting Principles as applicable to municipalities. The following is a summary of significant financial policies and practices.

AUDITING AND FINANCIAL REPORTING POLICIES

The Village will produce annual financial reports in accordance with Generally Accepted Accounting Principles as outlined by the Governmental Accounting Standards Board. An independent firm of certified public accountants performs an annual financial and compliance audit according to Generally Accepted Auditing Standards and publicly issues an opinion which is incorporated in the Comprehensive Annual Financial Report. The Village annually seeks the GFOA Certificate of Achievement for Excellence in Financial Reporting and Budgeting. The Village promotes full disclosure in its annual financial statements and bond presentations.

FUND PRESENTATION

The accounts of the Village are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The Village has the following governmental-type funds:

General Fund—The principal operating fund of the Village. It accounts for all revenues and expenditures of the Village not accounted for in other funds. Most governmental services are provided by the General Fund including, but not limited to, Police, Fire, Public Works, and many other smaller departments. This fund is also the repository for most general tax revenue including property, sales, utility and income taxes.

Downtown TIF Fund—A special revenue fund created to account for the Village's Central Business District (CBD) Tax Increment Finance (TIF) District resources and activities. TIF Fund resources are provided through the collection of the TIF property tax increment created from the district.

Ogden Avenue TIF—A special revenue fund created to account for the Village's Ogden Avenue TIF District resources and activities. This TIF provides a funding mechanism for Ogden Avenue infrastructure improvements and redevelopment.

Tax Rebate Fund—A special revenue fund created to account for economic development incentives in the form of tax rebates.

Motor Fuel Tax Fund—A state-required funding mechanism for the receipt and use of state revenue for highway maintenance and construction purposes.

Foreign Fire Insurance Fund—A special revenue fund created to account for the funds provided by the Illinois Municipal League for Foreign Fire Insurance.

Asset Forfeiture Fund—A special revenue fund created to account for seized assets during arrests. The resources must be spent on police enforcement activities.

Capital Projects Fund—A capital fund created to account for financial resources to be used for projects in the Capital Projects Budget. It is used to account for general construction and capital improvements not included in other, more specific, capital funds.

Real Estate Fund—A capital fund created to track property management activities for all non-operational Village-owned parcels.

Major Buildings Fund—A capital fund included in the Budget and Five-Year Plan to track future building construction for Police, Fire, and Village Hall facilities and project-oriented maintenance activities related to the Village's facilities.

FINANCIAL POLICIES AND PROCEDURES

Downtown TIF Debt Service Fund—A debt service fund which accounts for the accumulation of resources for, and the payment of, principal and interest on long-term debt for the Downtown TIF.

Capital Debt Service Fund—A debt service fund which accounts for the accumulation of resources for, and the payment of, principal and interest on long-term debt for capital improvements.

Any fund established to account for operations that are financed and operated in a manner similar to private business enterprises or where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; to measure economic performance; or that the determination of revenues earned, costs incurred and/or net income is accurate for management accountability is a Proprietary Fund. The Village has the following Proprietary Funds:

Stormwater Improvement Fund—An enterprise fund which derives its revenue directly from stormwater fees and expends funds for maintenance of stormwater infrastructure.

Water Fund—An enterprise fund which derives its revenues directly from fees for water sales and services, and expends funds directly for water, the maintenance of the water distribution infrastructure, and services of Village Water customers. It is not a tax-supported fund. It is supported entirely by the population that benefits from the use of the products sold.

Parking Fund—An enterprise fund which derives its revenue directly from the users of the services provided through parking fees. Funds are expended for the maintenance of parking facilities.

Equipment Replacement Fund—An internal service fund which derives revenue from charges to Village departments, and resources are used for the purchase of vehicles, fire, and computer equipment according to the Village's Five-Year Plan.

Fleet Service Fund—An internal service fund which provides maintenance and purchasing support to all Village departmental fleet equipment. This internal service fund pays for its expenses through the collection of maintenance fees from user departments.

Health Insurance Fund—An internal service fund which accounts for the Village's self-insured medical, dental and vision insurance fund. Claims administration is accomplished by a combination of the internal staff and contractual support. The Village also provides coverage for the Library, Park District, EDC and Village retirees, with these participants paying 100% of their premium costs.

Risk Management Fund—An internal service fund used to administer the Village's workers compensation program and Village liability insurance program, handle all Village liability claims, coordinate safety training programs, and handle the legal issues of the OMNIBUS testing for all commercial drivers (CDL).

Any fund established to account for assets held by the Village in a trustee capacity or as an agency for individuals, private organizations, other governments, and/or other funds is classified as a trust or agency fund. The Village has the following trust and agency funds:

Police Pension Fund—A trust fund for the safekeeping and operation of the local Police Pension system. The fund is set by state statute and is administered by a separate Police Pension Board, comprised of two active officers, one retired officer, two appointees of the Mayor, and the Treasurer is an ex-officio member.

Fire Pension Fund—A trust fund for the safekeeping and operation of the local Fire Pension system. The fund is set by state statute and is administered by a separate Fire Pension Board, comprised of two active officers, one retired officer, two trustees appointed by the Mayor, and the Village Treasurer is an ex-officio member.

OPEB Trust Fund—A trust fund for prefunding the Village's obligations for post-employment benefits for Health Insurance

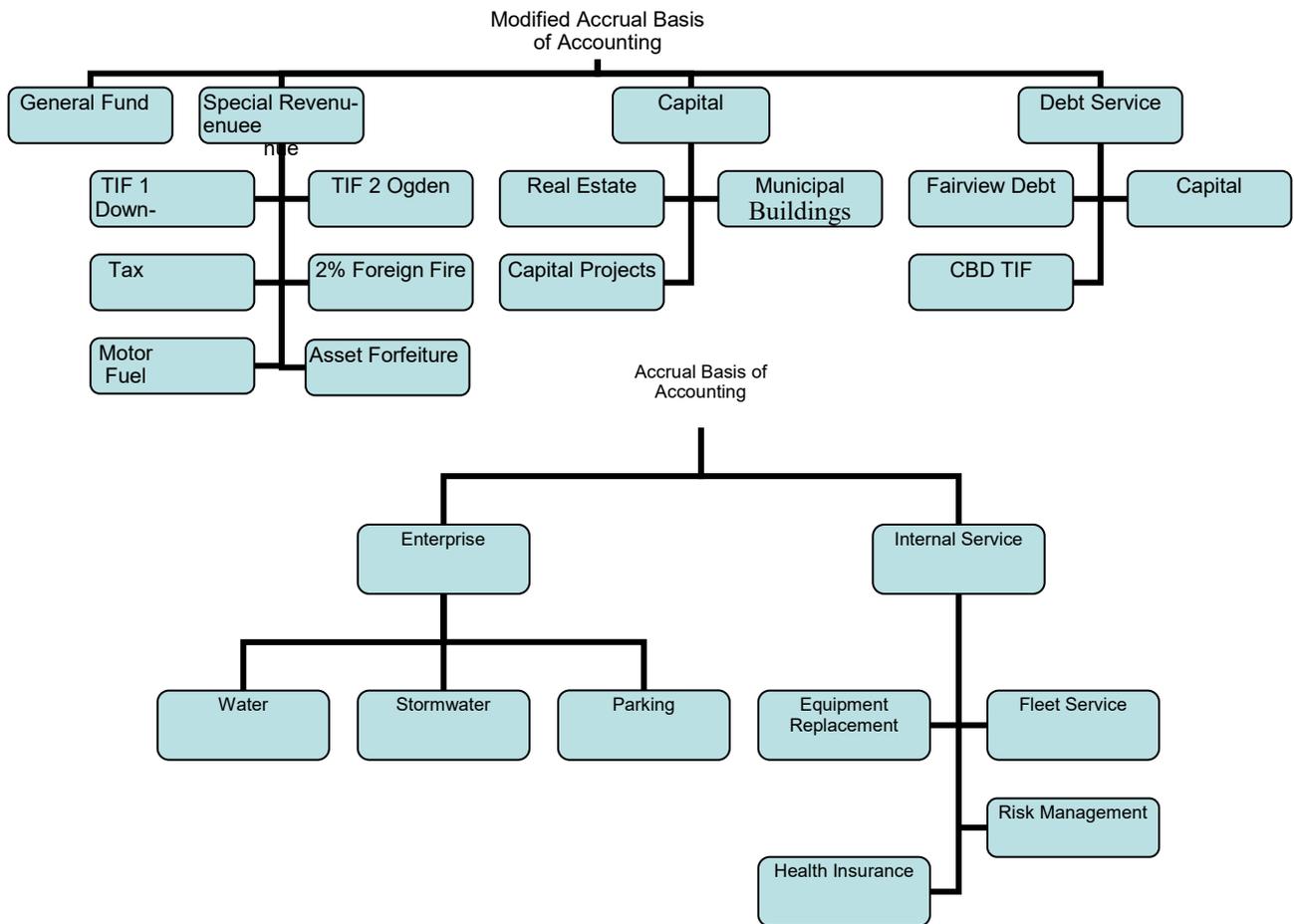
FINANCIAL POLICIES AND PROCEDURES

Construction Deposit Fund—An agency fund established to track the activity of all development and construction bonds held by the Village during construction projects.

Component Unit—Downers Grove Public Library- The Downers Grove Library has a separately appointed board that annually determines its budget and resulting tax levy. Because the library possesses the characteristics of a legally-separate government and does not service the primary government, the Library is reported as a component unit in this budget.

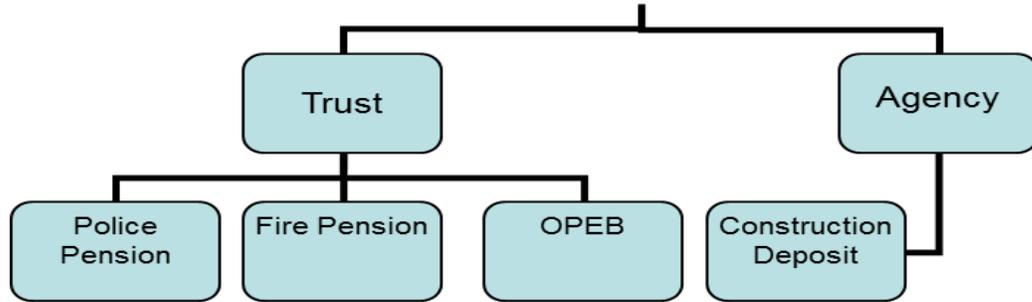
BASIS OF ACCOUNTING

All governmental funds are accounted for using a modified basis of accounting where revenues and other financial resource increments are recognized when they become susceptible to accrual; that is, when they become both “measurable” and “available to finance expenditures of the current period.” “Available” means collectible in the current period or soon enough thereafter to be used to pay the liabilities of the current period. All proprietary funds are accounted for using an accrual basis of accounting where revenues are recorded when they are earned (whether or not cash is received at the time), and expenditures are recorded when goods and services are received (whether cash disbursements are made at the time or not). Agency and trust funds are accounted for using the accrual basis of accounting where transactions are recognized only when cash is increased or decreased. Budgets are prepared on a cash basis. For the purpose of interim reporting and budgetary control on a monthly and quarterly basis, the Village generally reports on a cash basis, consistent with its budgetary basis. See Diagrams.



FINANCIAL POLICIES AND PROCEDURES

Accrual Basis of Accounting



	General Fund	Downtown TIF Fund	Capital Fund	Stormwater Fund	Water Fund	Nonmajor Funds
General Government	x	x	x		x	x
Public Works	x	x	x	x	x	x
Community Development	x	x				x
Public Safety	x					x
Community Services	x					x

LONG RANGE PLAN

This year's Long Range Planning process obtained effective policy direction from the Village Council by combining key elements of the Long Range Financial Plan and the Strategic Plan to create an outcome-driven plan that also addresses financial issues and concerns. The Long Range Plan (LRP) has the following elements:

- Financially focused and outcome driven
- Identifies trends and issues affecting Downers Grove
- Determines Overall Priorities
- Identifies potential strategies and solutions
- Updated with each Village Council (2 years)
- Guides budget preparation and daily actions
- Includes action items

Refer to Tab 2 in this document and visit www.downers.us for more information on the Village's (LRP).

BALANCED BUDGET

The Village considers the budget, at the fund level, to be balanced if the budgeted expenditures, plus expected reserve drawdown, are matched by budgeted new revenues and available beginning fund balances. Strategies for balancing the budget include improving efficiency within the organization, identifying alternative revenue sources, eliminating programs or services, and increasing current revenues. If expenditures exceed revenues in any fund, operating reserves are used to meet the shortfalls.

OPERATING BUDGET POLICIES

All budgetary expenditures are incorporated into a budget ordinance, and appropriations lapse at year end. The budget ordinance shall be adopted at the legal level of budgetary control, which is the Fund level. The Village maintains a budgetary control system, which enables the municipality to adhere to the adopted budget. This includes decentralized purchasing, but a centralized requisition, purchase order and accounts payable system to be adhered to by all programs and activities receiving annual Village Council appropriations.

FINANCIAL POLICIES AND PROCEDURES

The Village prepares monthly financial reports comparing actual revenues and expenditures to budgeted amounts and historical amounts. These reports are available online at <http://www.downers.us/govt/village-managers-office/monthly-statistical-reports>. Additionally, staff provides the Village Council and public with quarterly budget updates comparing actual versus budgeted revenue and expenditure activities. These updates include changes or revisions in requested budget authority, estimated outlays and estimated receipts for the current fiscal year.

GENERAL FUND - CASH BALANCE/RESERVE POLICIES

The Village's current reserve policy refers to cash balance. Cash balance refers to the targeted amount of cash anticipated for the last month of the fiscal year. A General Fund year-end cash balance is maintained between 2 months of annual operating expenses and 4 months of annual operating expenses where the term "operating expenses" refers to the total amount of budgeted expenses used for regular operations, less the amounts budgeted for:

- Controlled assets
- Capital assets, and
- Pension expense that is specifically supported with a tax levy, (i.e. the Police and Fire Pension contributions).

REVENUE POLICIES

The Village maintains a broad-based, well-diversified portfolio of revenues with a balance of property taxes, excise taxes and user fees. The Village re-evaluates all user charges and fees to ensure that they remain at a rate that directly correlates to the cost of providing such services. Tax and revenue burdens are to be appropriately distributed through the imposition of property taxes; excise taxes, such as sales and hotel taxes; and user fees.

CAPITAL ASSETS

The Village maintains capital asset records to comply with governmental financial reporting standards, to provide a basis for determining appropriate insurable values and establish responsibility for property control. Capital assets are defined as having a useful life greater than one year with an initial, individual cost of \$25,000 or more. Capital Assets include property, plant, equipment and infrastructure assets.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Description	Years
Infrastructure	20-50
Buildings	50-65
Improvements other than buildings	50-65
Capital Equipment	5-15
Intangibles	5-10

CAPITAL BUDGET POLICIES

A five-year Community Investment Plan (CIP) is updated annually and adopted as part of the budget process. The Village funds a portion of the CIP on a "pay-as-you-go basis" and a portion on a "pay-as-you-use" basis.

The Village has dedicated sources of revenue to fund capital.

A capital plan for Water was developed using the 2010 Water Rate Study. In 2012 there was a \$10 million debt issuance for water projects. Also per the Plan, \$5 million was issued in 2015 for water projects, and from 2016-2020, the Village will utilize low interest IEPA loans to continue to fund water projects. Storm-water Projects will be completed in 2020 with the \$7 million 2019 debt issuance. The construction of infrastructure is outlined in the Village's Capital Improvement Plan, and the Village is aware that new infrastructure will result in ongoing maintenance costs to the Village.

FINANCIAL POLICIES AND PROCEDURES

Current funding sources for infrastructure are outlined in the table below:

Revenue Sources for Capital Projects

Fund	Infrastructure or Facility	Current Revenue Source
102 - Motor Fuel Tax	Streets-Roadway Maintenance	Motor Fuel Tax
220 - Capital	Streets	Home Rule Sales Tax Property Tax Telecom Tax Local Gasoline Tax
	Bikeways	
	Facilities Maintenance	
	Debt Service-Fire Station #2	
	Debt Service-Road Reconstruction	
	Sidewalks	
	Traffic Projects	
	Streetlights	
443 - Stormwater	Stormwater and Drainage	Stormwater Fees
	Debt Service-Stormwater	
471 - Parking	Parking Projects	Parking Fees
481 - Water	Watermains and Water System	Water Fees
	Debt Service-Downtown TIF	TIF Increment
107 - Downtown TIF	Parking Deck	Parking Fees
	Downtown Infrastructure	
110 - Ogden TIF	Sidewalks	
	Redevelopment	TIF Increment
	Traffic Projects	
* Grant Revenue or intergovernmental revenue is not included as a source of revenue.		

TAX INCREMENT FINANCING POLICIES

The Village will consider TIF districts, where viable, as a funding mechanism to encourage additional development in the Village. TIF districts were created in 1997 in the Central Business District and in 2001 along the Ogden Avenue Corridor.

INVESTMENT POLICIES

The Village maintains a cash management and investment policy which is reviewed on a regular basis. Cash reserves and temporarily idle funds are invested in accordance with this policy. The primary objectives of Village investment activities shall be: legality, safety, liquidity, and yield. The intent of the Village Investment Policy is to outline a plan for ensuring prudent investments of the Village funds and maximizing the efficiency of the Village's cash management procedures. The goal is to invest public funds in a manner that will provide the maximum security and the highest investment return while meeting both the daily cash flow demands of the Village and conforming to all state and local statutes governing the investment of public funds, in particular, Statute 30 ILCS 235, the Public Funds Investing Act.

FINANCIAL POLICIES AND PROCEDURES

All participants in the Village's investment process shall act responsibly as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall investment program shall be designed and managed with a degree of professionalism that is worthy of public trust.

The Village's policy authorizes investments in a restricted selection of the State authorized investments. The financial institutions with whom the Village does business are all selected through a qualified process. The policy identifies parameters for diversification as it relates to types of investments, number of institutions invested in and length of maturity for investment. Village funds on deposit in excess of FDIC limits must be secured by collateral. All security transactions entered into by the Village are conducted on a delivery versus payment basis to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities are held by a third-party custodian. The Finance Director provides an investment report to the Village Council on a monthly basis.

DEBT POLICIES

The Village of Downers Grove faces continuing capital infrastructure requirements to meet the increasing needs of the community. The costs of these requirements will be partially met through the issuance of debt. The Village has a debt management policy which was developed to help ensure the Village's credit worthiness and to provide a functional tool for debt management and capital planning. In accordance with this policy, the Village shall pursue the following goals:

- Maintain at least an AA credit rating for each general obligation debt issue;
- Take all practical precautions to avoid any financial decision which will negatively impact current credit ratings on existing or future debt issues;
- Consider market timing;
- Determine the amortization (maturity) schedule which will best fit with the overall debt structure of the Village's general obligation debt and related tax levy at the time the new debt is issued. Consideration will be given to coordinating the length of the issue with the lives of assets, whenever practicable;
- Consider the impact of new debt on overlapping debt and the financing plan of local governments which overlap or underlie the Village;
- Assess financial alternatives to include new and innovative financing approaches including, whenever feasible: categorical grants, revolving loans or other state/federal aid;
- Minimize debt interest costs.

The Village is a "home-rule" community and is presently not subject to any debt limitations. If, however, the Village were a non-home rule municipality, according to Illinois statutes, its available debt could not exceed 8.625% of the community's equalized assessed valuation (EAV). The Village's EAV for the 2018 calendar year was \$2,554,345,132. Using the current debt limit restriction for non home-rule municipalities, 8.625% of the Village's EAV would yield a maximum debt limit amount of \$220,312,267. As of December 31, 2018, the Village had \$65,275,000 in outstanding debt. As of December 31, 2018, the Village had a debt to EAV ratio of 2.56%.

The Village has maintained a conservative philosophy on issuance of debt to minimize the potential long-term effect on Village property taxes.

FINANCIAL POLICIES AND PROCEDURES

The Village's bond rating was reaffirmed AAA by Standard & Poor's with the 2016 bond refunding. The rating agency cited

- Very strong economy, with access to a broad and diverse metropolitan statistical area;
- Very strong management, with "strong" financial policies and practices under our financial management assessment methodology;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2014 at 41% of adjusted operating expenditures;
- Very strong liquidity, with total government available cash at 67.5% of total governmental fund expenditures and 6.7x governmental debt service, as well as access to external liquidity they considered strong.

This high bond rating improves the marketability of future debt issuances and provides lower interest rate costs to the Village. Also, the low overall debt burden allows the Village to issue debt in the future as capital needs arise.

All outstanding debt has a revenue pledged to pay for the debt service as outlined in the figure on page 7-44.

The Village's policies for the issuance of debt are:

- (1) To attempt to keep a level of debt service which falls at or below what is considered a "moderate" debt level by the bond rating institute. Maintaining lower or moderate debt levels provides for greater flexibility in issuing additional bonds should the need arise.
- (2) The duration of a debt issue shall not exceed the economic or useful life of the improvement or asset that is being financed.
- (3) The Village may issue short-term debt (three years or less) to finance the purchase of non-capital equipment having a life exceeding one year or provide increased flexibility in financing programs. The Village will have no more than 10% of its outstanding general obligation debt in short-term debt.
- (4) The Village may issue long-term debt which may include, but is not limited to, general obligation bonds, certificates of participation, capital appreciation bonds, special assessment bonds, self-liquidating bonds, and double-barreled bonds. The Village may also enter into long-term leases for public facilities, property and equipment with a useful life greater than one year.
- (5) The use of debt is subject to review and approval by the Village Council.

VEHICLE INVENTORY

Fiscal Year 2020 Adopted Budget

Cost Center	Unit	Description	Cost	Life	Replace
Total					
142					
Building Admin					
	114	2017 Ford F-250	\$29,895.00	15	2037
	134	2014 John Deere Gator	\$19,000.00	15	2029
	214	2006 Ford F450 Utility	\$47,000.00	15	2021
	650	1998 Ford Ranger pickup			NSR
Cost Center 142 Subtotal					
311					
	113	2007 Honda Civic NGV	\$25,000.00	15	2022
Cost Center 311 Subtotal					
312					
PW	106	2008 Ford Ranger pickup	\$17,500.00	14	22
Development	121	2017 Ford F-150	\$28,105.00	15	2032
Engineering	190	2004 Ford F150 pickup CNG	\$25,000.00	19	2023
	191	2005 Ford Taurus sedan	\$14,000.00	19	2022
	649	2004 Ford F150 pickup CNG	\$25,000.00	19	2023
Cost Center 312 Subtotal					
220.342					
Street	104	2008 Ford Ranger pickup	\$17,500.00	14	2022
Construction	122	2017 Ford F-150	\$28,105.00	15	2032
Cost Center 220.342 Subtotal					
313					
	102	2007 Honda Civic NGV			NSR
	115	2011 Chevy CNG Cargo Van	\$31,862.50	15	2026
	120	2017 Ford F-150	\$28,105.00	15	2032
Cost Center 313 Subtotal					
320					
PW Supplies	31	2007 Tennant floor scrubber	\$43,000.00	14	2021
	33	2006 Toyota 7FGU30 forklift CNG	\$29,000.00	20	2026
Cost Center 320 Subtotal					
333					
PSRT					
	116	2013 Ford E-250 CNG	\$35,000.00	8	2021
	236	2006 International Aerial	\$135,500.00	19	2025
Cost Center 333 Subtotal					
335					
Forestry	29	2008 Mad Vac	\$73,500.00	15	2023
	57	2007 New Holland L185	\$30,000.00	13	2020
	59	2007 Towmaster Trailer	\$7,000.00	21	2028
	182	2008 Ford Escape Hybrid	\$26,000.00	14	2022
	184	2018 Ford F250 pickup XL Hybrid	\$31,000.00	13	2031
	201	2011 Morbark	\$46,166.40	11	2022

VEHICLE INVENTORY

	216	2019 Ford F450 Chipper Box	\$105,957.00	13	2032
	248	2004 Cat 938G loader	\$114,000.00	16	2020
	250	2011 Ford F450 1 ton dump	\$66,618.25	15	2026
	251	2011 Ford F450 1 ton dump	\$64,639.02	15	2026
	256	2013 Ford F-550 CNG Dump	\$100,000.00	16	2029
	283	1997 Finn hydroseeder	\$25,000.00	25	2023
	292	1998 Int. 4900 Stellar	\$105,000.00		NSR
	293	1999 Vermeer chipper			NSR
	294	2017 Peterbilt 348 5 Ton Dump	\$154,565.00	17	2034
		Cost Center 335 Subtotal			
342					
Pavement					
	56	2012 John Deere Skid Steer	\$50,000.00	16	2028
	58	2011 Towmaster Trailer	\$7,000.00	21	2032
	63	2008 Falcon Hotbox Trailer		12	2020
	64	2012 Falcon Hotbox Trailer	\$15,000.00	16	2028
	99	2006 Cat 938G loader	\$125,000.00	16	2022
	144	2017 Ford F-150	\$30,922.00	15	2032
	150	2004 Towmaster trailer	\$7,000.00	21	2025
	152	2007 Diamond Concrete Saw	\$9,000.00	16	2021
	161	1998 Jamar saw trailer	\$15,000.00	22	2025
	183	2017 Ford F-150	\$30,922.00	15	2032
	202	2004 Cat roller	\$37,899.00	18	2022
	205	2016 Peterbilt 10 ton dump	\$205,000.00	16	2032
	215	2017 Ford F450 Utility Body	\$70,972.00	15	2032
	232	2004 Freight. M2 10 ton dump	\$113,000.00	16	2020
	239	2011 Freightliner CNG 5 ton dump	\$212,792.00	20	2031
	241	2012 Freightliner CNG 5 ton dump	\$212,792.00	20	2032
	242	2014 Mack GU532	\$187,000.00	16	2030
	252	2011 Ford F450 1 ton dump	\$65,174.02	15	2026
	253	2011 Ford F450 1 ton dump	\$69,639.02	15	2026
	297	2017 Ford F-450 1 ton dump	\$81,661.00	15	2032
	298	2017 Ford F-350 Utility Body	\$60,679.00	17	2034
		Cost Center 342 Subtotal			
343					
Drainage					
	98	2007 Volvo L 90F	\$125,000.00	14	2021
	194	2006 Towmaster T70 DTG	\$32,000.00	20	2026
	197	2000 Ford E450 video truck	\$115,000.00	25	2025
	200/193	2006 Sterling Tractor/Trailer	\$128,000.00	20	2026
	206	2016 Peterbilt 10 ton dump	\$205,000.00	16	2032
	207	2016 Peterbilt 10 ton dump	\$205,000.00	16	2032
	208	2004 Freight. M2 10 ton dump	\$113,000.00	16	2020
	211	2002 Cat 430 backhoe	\$67,000.00	20	2022
	212	2006 Ford F450 1-ton dump	\$72,000.00	13	2019

VEHICLE INVENTORY

	218	2007 Ford F450 1-ton dump	\$72,000.00	12	2019
	233	2004 Freight. M2 10 ton dump	\$113,000.00	16	2020
	234	2007 Freightliner M2 106V	\$115,000.00	14	2021
	235	2007 Freightliner M2 106V	\$115,000.00	14	2021
	237	2019 Peterbilt Aquatech B-10	\$384,579.13	11	2030
	254	2011 Ford F450 1 ton dump	\$69,639.02	14	2025
	255	2011 Ford F450 1 ton dump	\$64,414.02	14	2025
		Cost Center 343 Subtotal			
344					
PW Traffic	143	2006 Ford E450 Step Van	\$66,000.00	15	2021
	181	2008 Ford Escape Hybrid	\$26,000.00	14	2023
	198	2015 Chevrolet G2500 CNG	\$30,000.00	14	2029
	213	2006 Ford F450 dump	\$56,000.00	13	2019
	221	Solartech Speed Trailer			NSR
	222	Patco Speed Trailer			NSR
	223	2005 Solar Tech Message Board			NSR
	224	2006 PSC Message Board			NSR
	227	2004 arrowboard			NSR
	228	2005 Solar Tech Message Board			NSR
	230	2006 PSC Message Board			NSR
	231	2004 Freight. M2 5 ton dump	\$113,000.00	16	2020
		Cost Center 344 Subtotal			
391					
	100	2016 Ford Transit	\$29,113.00	9	2025
Water Admin.	105	2001 Honda Civic sedan CNG	\$21,000.00	20	2021
	180	2017 Ford F-150	\$30,922.00	15	2032
		Cost Center 391 Subtotal			
392					
Water pumping & treatment	101	2016 Ford Transit	\$29,367.00	9	2025
		Cost Center 392 Subtotal			
393					
Water	26	2008 John Deere 410J Backhoe	\$71,000.00	15	2023
	61	Shoring Box trailer (PD seized)			2020
	210	2006 Ford F450 Service Body	\$70,000.00	14	2019
	238	2008 Freightliner MT-55	\$170,000.00	17	2025
	240	2007 Chevy C4500	\$81,000.00	18	2025
	257	2013 Ford F-550 CNG Dump	\$100,000.00	16	2029
		Cost Center 481.393 Subtotal			
611					
Police Admin	812	2014 Ford Fusion Hybrid	\$17,500.00	10	2024
	815	2016 Ford Fusion Hybrid	\$26,000.00	10	2026
	864	2012 Ford Fusion Hybrid	\$30,000.00	10	2022
		Cost Center 611 Subtotal			

VEHICLE INVENTORY

	801	2019 Ford F150 Responder		6	2025
	802	2019 Ford F150 Responder		6	2025
624	803	2013 Chevy Tahoe		7	2021
Enforcement	806	2014 Chevy Tahoe		6	2020
	807	2014 Chevy Tahoe		6	2020
	811	2014 Chevy Tahoe		7	2021
	816	2017 Ford Interceptor Utility	\$43,315.00	6	2023
	817	2017 Ford Interceptor Utility	\$43,315.00	6	2023
	818	2017 Ford Interceptor Utility	\$43,315.00	6	2023
	819	2017 Ford Interceptor Utility	\$43,315.00	6	2023
	820	2017 Ford Interceptor Utility	\$43,315.00	6	2023
	826	Club Car Golf Cart	Seized		NSR
	827	2015 Bravo ST615SA	Free / Won		NSR
	830	2018 Ford Interceptor Utility	\$47,345.74	6	2024
	831	2018 Ford Interceptor Utility	\$47,345.74	6	2024
	832	2018 Ford Interceptor Utility	\$47,345.74	9	2027
	833	2018 Ford Interceptor Utility	\$47,345.74	9	2027
	834	2016 Ford Interceptor Utility	\$38,000.00	6	2022
	837	2017 Ford Interceptor Utility	\$37,639.00	6	2022
	842	2017 Ford Interceptor Utility	\$37,639.00	6	2022
	843	2017 Ford Interceptor Utility	\$37,639.00	6	2022
	848	2017 Ford Interceptor Utility	\$37,639.00	6	2021
	870	2008 Dodge Caravan	\$23,000.00	13	2021
	881	2019 Ford Plug in Hybrid		10	2029
	882	2019 Ford Plug in Hybrid		10	2029
	883	2007 Ford Explorer	\$26,000.00	15	NSR
		Cost Center 624 Subtotal			
625					
Investigations	821	2007 Chevy Impala	\$19,000.00	13	2020
	822	2007 Chevy Impala	\$19,000.00	14	2021
	865	2012 Ford Fusion Hybrid	\$30,000.00	10	2022
	866	2012 Ford Fusion Hybrid	\$30,000.00	9	2021
	867	2012 Ford Fusion Hybrid	\$30,000.00	10	2022
	869	2016 Dodge Ram 1500			NSR
	884	2013 Ford Fusion Hybrid	\$30,000.00	10	2023
	885	2013 Ford Fusion Hybrid	\$30,000.00	10	2023
	895	2013 Dodge Charger	PD Seizure		NSR
	897	2001 Toyota Rav4	PD Seizure	7	
	899	2008 Buick Enclave	PD Seizure		NSR
	Z101	2006 Chevy Express	Old PW Van		NSR
		Cost Center 625 Subtotal			
633					
Police Comm.	868	2001 Chev. G2500 van	\$25,000.00	20	2021
		Cost Center 633 Subtotal			

VEHICLE INVENTORY

471.665					
Parking Enforcement	800	2012 Chevy Tahoe	\$30,000.00	6	2020
Cost Center 471.665 Subtotal					
711					
Management					
Fire	923	2005 Ford Explorer	\$28,000.00		NSR
	943	2011 Chevy Tahoe	\$35,000.00	9	2020
	946	2013 Chevy Tahoe	\$35,000.00	9	2022
	949	2014 Chevrolet Tahoe	\$45,000.00	11	2025
Cost Center 711 Subtotal					
722				Front	
Fire				Line	
Suppression	900	1946 Chev.			NSR
	902	1991 Ford F350 utility			NSR
	907	2017 Ferrara MVP S101	\$695,000.00	10	2027
	908	2018 Ferrara Igniter E103	\$608,000.00	10	2028
	911	2019 Ford Expedition SSV	\$58,000.00	10	2029
	925	2005 Pierce Enforcer engine E104	\$315,000.00		NSR
	932	2007 Pierce Impel Pumper E102	\$369,000.00		NSR
	933	2008 Chevy Suburban	\$40,000.00		NSR
	936	2008 Ford F350	\$41,000.00	17	2025
	944	2011 Smeal Ladder Truck T102	\$804,990.00	13	2024
	947	2013 Pierce Saber Engine E105	\$550,000.00	10	2023
Cost Center 722 Subtotal					
732					
Fire Training	903	1991 Ideal trailer			
	928	2017 Ford Interceptor Utility	\$37,000.00	8	2025
Cost Center 732 Subtotal					
741					
Prevention					
	921	2003 Chevrolet Tahoe			NSR
	926	2005 Ford Taurus sedan	\$15,000.00	16	2021
	937	2008 Chevy Impala	\$20,000.00	14	2022
	942	2009 Honda Civic CNG	\$20,000.00	14	2023
Cost Center 741 Subtotal					
742					
Hazmat					
	935	2000 Peterbilt	\$32,000.00	26	2026
Cost Center 742 Subtotal					
743					
Public	912	1998 Scotts trailer	\$35,000.00		
Education	931	2006 Dodge Caravan	\$23,000.00	14	2020
Cost Center 743 Subtotal					

VEHICLE INVENTORY

751					
Fire EMS	915	2016 Ford F550 Ambulance	\$256,000.00	6	2022
	917	2016 Ford F550 Ambulance	\$256,000.00	6	2022
	934	2007 Polaris XL			NSR
	938	2020 Ford F550 Ambulance	\$295,000.00	6	2026
	939	2010 International ambulance	\$220,000.00		NSR
	945	2013 Freightliner Ambulance	\$220,000.00	6	NSR
	948	Rowboat / Shorelander Trailer			NSR
		Cost Center 751 Subtotal			
841					
Cable TV	620	1998 Ford E250 van	\$22,000.00	25	2023
		Cost Center 841 Subtotal			
411					
Community	107	2009 Honda Civic CNG	\$25,000.00	15	2023
Development	108	2009 Honda Civic CNG	\$25,000.00	15	2023
	109	2009 Honda Civic CNG	\$25,000.00	15	2023
	110	2009 Honda Civic CNG	\$25,000.00	15	2023
	111	2009 Honda Civic CNG	\$25,000.00	15	2023
		Cost Center 411 Subtotal			
531.361					
Fleet	1	2017 Ford F-350 Service body	\$63,772.00	15	2032
	2	2014 Chevy Tahoe		7	2020
Maintenance	30	2014 Toyota Forklift	\$18,000.00	16	2030
	192	2005 Chevy Suburban	\$30,000.00	16	2021
		Cost Center 531.361 Subtotal			
Total Unit Count	177				

GLOSSARY

AAA: The highest possible rating assigned to the bonds of an issuer by credit rating agencies .

Accrual Basis: The basis of accounting under which revenue is recorded when earned and expenses when the liability is incurred.

Amortization: A method that is used to prorate the cost of a specific type of asset to the asset's life.

Appropriation: An authorization for a specific time period granted by a legislative body to make expenditures and to incur obligations for specific purposes.

Audit: A formal examination of an organization's accounts or financial situation, by an independent body.

Balanced Budget: The Village considers the budget, at the fund level, to be balanced if the budgeted expenditures, plus expected reserve drawdown, are matched by budgeted new revenues and available beginning fund balances

Bond: A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date in the future, called the maturity date, together with periodic interest at a specified rate.

Bonded Debt: That portion of indebtedness represented by outstanding bonds.

Budget: A fiscal plan showing estimated expenditures; revenue and service levels for a specific fiscal year.

Budget Calendar: The schedule of key dates or milestones which the Village follows in the preparation, adoption and administration of the budget.

Budget Message: The opening section of the budget which provides the Village Council and the public with a general summary of the most important aspects of the budget and the views and recommendations of the Village Manager.

Budgetary Control: The level at which management must seek government body approval to amend the budget once it has been approved. The Village has a few layers of budgetary control. There is this level, but also the levels that the Manager imposes on his Directors and Departments.

Capital Assets/ Improvements: An acquisition or addition to fixed assets that has an estimated useful life of greater than one year. General categories commonly used included: land, buildings, building improvements, machinery and equipment and construction in progress. The capitalization limit varies by category of asset. The current capitalization limits by asset category are: Land, no limit all land purchases are capitalized; Buildings, \$25,000; Machinery & Equipment, Capital Computerized Equipment, Motorized Vehicles & Intangible Assets, \$25,000; Infrastructure, \$25,000.

Capital Projects Budget: A Community Investment Program (CIP) budget is a separate budget from the operating budget. Items in the CIP are usually construction projects designed to improve the value of the government assets and are included in the first year in the five-year Community Investment Program.

Capital Projects Fund: A fund created to account for financial resources to be used for projects in the Capital Projects Budget. It is used to account for general construction and capital improvements not included in other, more specific, capital funds.

Community Investment Program (CIP): A plan for capital expenditures to provide long-term physical improvements to be incurred over the next five years. The plan is reviewed and amended annually.

Construction Deposit Fund: Tracks the activity of all development and construction bonds held by the Village during construction projects.

Corporate Levy: The amount of money a taxing body certifies to be raised from the property tax that is not committed to fire, police, or capital programs.

Corporate Personal Property Replacement Tax: Law enacted in 1979 to replace the corporate personal property tax. It consists of a State income tax on corporations, trusts, partnerships and a tax on the invested capital of public utilities. The tax is collected by the Illinois Department of Revenue and distributed to over 6,000 local governments based on each government's share of Corporate Personal Property tax collections in a base year (1976 in Cook County or 1977 in Downstate Counties).

GLOSSARY

Debt Service: The Village's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Debt Service Fund: Is established to account for the accumulation of resources for and the payment of, principal and interest on long-term debt.

Depreciation: That portion of the cost of a capital asset, which is charged as an expense during a particular period. This is a process of estimating and recording the cost of using up a fixed asset.

Downtown Redevelopment Tax Increment Financing Fund: The Fund is a special revenue fund and was created to account for the Village's Central Business District (CBD) Tax Increment Finance (TIF) District resources and activities. TIF Fund resources are provided through the collection of the TIF property tax increment created from the district. TIF resources are used for construction and redevelopment projects within the district in accordance with the Development Plan.

DU-COMM: Is an intergovernmental 9-1-1 Emergency Dispatch Center that provides public safety communication services to Police, Fire, and EMS agencies. DU-COMM serves over forty-five agencies in DuPage County.

Effective Tax Rate: Is a measure of the property tax burden that reflects both the aggregate tax rate and the level of assessment.

Emergency Telephone System Board (ETSB): An emergency telephone system board appointed by the corporate authorities of any county or municipality that provides for the management and operation of a 9-1-1 system.

Enterprise Fund: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises or where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, to measure economic performance or that the determination of revenues earned, costs incurred and/ or net income is accurate for management accountability. (Includes Water and Parking Funds)

Equalization: The application of a uniform percentage increase or decrease to assessed values of various areas or classes of property to bring assessment levels, on average, to a uniform level of market value.

Equalization Factor (multiplier): The factor that must be applied to local assessments to bring about the percentage increase or decrease that will result in an equalized assessed valuation equal to one-third of the market value of the taxable property in a jurisdiction.

Equalized Assessed Valuation (EAV): The assessed value multiplied by the State equalization factor minus adjustments for exemptions. Taxes are calculated based on this property value.

Equipment Replacement Fund: Is classified as an internal service fund. Revenue is derived from charges to Village departments, and resources are used for the purchase of equipment according to the Village's Equipment Five-Year Plan.

Equivalent Runoff Unit (ERU): one ERU is equal to 3,300 square feet of impervious area, which is the average for a single family residential property in the Village. Used to assess fees for the Stormwater Utility.

Exemption: The removal of property from the tax base. An exemption may be partial, as a homestead exemption, or complete as, for example, a church building used exclusively for religious purposes. Village properties are tax exempt.

Expenditure: This term refers to the cost incurred to acquire goods or receive services regardless of when the expense is actually paid.

Fire Pension Fund: Is designated as a trust fund for the safekeeping and operation of the local Fire Pension system. The fund is set by state statute, and is administered by a separate Fire Pension Board, comprised of two active officers, one retired officer, two trustees appointed by the Mayor, and the Village Treasurer is an ex-officio member.

GLOSSARY

Fiscal Year (FY): The time period designating the beginning and ending period for recording financial transactions. The Village uses January 1 to December 31 as its fiscal year.

Fixed Assets: Assets of a long term character which are intended to continue to be held or used, such as land, buildings, and equipment.

Fleet Services: Provides maintenance and purchasing support to all Village departmental fleet equipment. This internal service fund pays for its expense through the collection of maintenance fees from user departments.

Foreign Fire Insurance Fund: This program was created in fiscal year 1999/00 to account for the funds provided by the Illinois Municipal League for Foreign Fire Insurance. The expenditures for this program are evaluated and determined by the Foreign Fire Insurance Board which is comprised of Fire Department members, per State Statute.

Full Time Equivalent: One FTE equals 40 hours in one week time frame and 2080 hours in one year.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts. Commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds and fiduciary funds.

Fund Accounting: A governmental accounting system which is organized and operates on a fund basis. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

Fund Balance: The assets of any fund less liabilities, as determined at the end of each fiscal year. Any reserved portions of fund balance are deducted to result in an unreserved fund balance.

General Fund: The principal operating fund of the Village. It accounts for all revenues and expenditures of the Village not accounted for in other funds. Most governmental services are provided by the General Fund including, but not limited to Police, Fire, Public Works, and many other smaller departments. This fund is also the repository for most general tax revenue including property, sales, utility and income taxes.

General Obligation Bonds (GO Bonds): Bonds that finance public projects such as new buildings and major renovation projects. GO Bonds are backed by the full faith and credit of the issuing entity.

Government Finance Officers Association (GFOA): Organization that promotes the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking, and leadership.

Governmental fund: A separate accounting entity with a self-balancing set of accounts used to account for substantially all of the Village's general activities, including the collection and disbursement of earmarked monies, the acquisition or construction of general capital assets, and the servicing of general long term debt.

Goals: Describe specific plans a department or agency has for upcoming and future years. Goals identify intended end results, but are often ongoing and may not be achieved in one year.

Grant: A contribution by a government or other organization to support a particular function. Typically, these contributions are made to the system from the state or federal government or from private foundations.

Gross Revenue: Gross Revenue is money generated by all of a Village's operations, before deductions for expenses.

Health Insurance Fund: Is the Village's self-insured medical, dental and vision insurance fund. Claims administration is accomplished by a combination of the internal staff and contractual support. The Village also provides coverage for the Library, Park District, EDC, and Village retirees, with these participants paying 100% of their premium costs.

GLOSSARY

Impervious area: Any surface that does not or cannot absorb water, preventing the infiltration of storm-water into the ground.

Infrastructure: Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples include: roads, bridges, tunnels, drainage, systems, water and sewer systems, dams, and lighting systems.

Interest Earnings: The earnings from available funds invested during the year in U.S. Treasury Bonds, Certificates of Deposit, and other securities as approved in the Council's investment policy.

Investments: A security or other asset acquired primarily for the purpose of obtaining income or profit.

Levy: The amount of money a taxing body certifies to be raised from the property tax.

Liabilities: Debts or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

Long Term Debt: Debt with a maturity of more than one year from the original date of issuance.

Maintenance: All materials or contract expenditures covering repair and upkeep of buildings, machinery and equipment, systems, and land improvements.

Major fund: Major funds are funds whose revenues, expenditures, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds.

Major Buildings Fund: Is included in the Budget and Five-Year Plan to track planned, project-oriented maintenance activities related to the Village's facilities and future building construction for Police, Fire, and Village Hall facilities. Revenues in this fund come from transfers from the Capital Fund and General Obligation Bond issue proceeds; expenses are for maintenance projects and construction activities.

Modified Accrual Basis: Under the modified accrual basis of accounting, revenue is recognized when susceptible to accrual (i.e., when they are measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year end. Expenditures are recorded when the related fund liability is incurred, except for interest on future debt service payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Motor Fuel Tax (MFT): This fund is a state-required funding mechanism for the receipt and use of state revenue for highway maintenance and construction purposes. MFT revenue is received in this fund, and then expended each year on the Villages roadway maintenance program.

Multiplier: See equalization factor.

Non-major Fund: A fund is considered non-major if it is less than 10% of Village assets, liabilities, revenues, and expenses.

Operating Budget: A financial plan outlining estimated revenues and expenditures and other information for a specified period (usually a fiscal year).

Operating Expenses: Fund expenses which are directly related to the fund's primary service activities. The term expenses applies only to enterprise fund operations which are accounted for on an accrual basis of accounting.

Objectives: Objectives are intended to address either a new service or project, or a significant change in focus or priority in response to a special community need or Village effort to improve productivity. Objectives are generally limited to one fiscal year and linked to the Strategic Plan.

GLOSSARY

Ogden Avenue TIF: In February 2001, the Village Council established the Ogden Tax Incremental Financing (TIF) area in order to address the blighted condition of this area of the Village. The Ogden TIF Fund provides a funding mechanism for Ogden Avenue infrastructure improvements and redevelopment.

OPEB or Other Post-employment Benefits: Benefits that an employee receives after retirement that does not include pension benefits.

Parking Fund: Is classified as an enterprise fund. It derives its revenue directly from the users of the services provided through parking fees. Funds are expended for the maintenance of parking facilities.

Police Pension Fund: Is designated as a trust fund for the safekeeping and operation of the local Police Pension system. The fund is set by state statute, and is administered by a separate Police Pension Board, comprised of two active officers, one retired officer, two appointees of the Mayor, and the Treasurer is an ex-officio member.

Program: Are group activities, operations or organizational units directed to attaining specific purposes or objectives.

Property Tax Revenue: Revenue from a tax levied on the equalized assessed value of real property.

Property Valuation: The practice of developing an opinion of the value of real property, usually its market value.

Proprietary Fund: Any fund established to account for operations that are financed and operated in a manner similar to private business enterprises.

Public Hearing: The portions of open meetings held to present evidence and provide information on both sides of an issue.

Prior Year's EAV: Equalized Assessed Valuation for the year prior to the year of the levy.

Real Estate Fund: Tracks property management activities for all non-operational Village-owned parcels. Properties are rented on a lease basis, pending development decisions made by the Village Council.

Reserve: Portion of the fund balance not appropriable for expenditure or legally segregated for a specific or future use.

Revenue: Funds that the government receives or earns. Examples of revenue sources include taxes, program fees, receipts from other governments, fines, forfeitures, grants, shared revenue and interest income.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance, typically net income derived from the operation of the project or projects they finance. The Village does not have any Revenue Bonds, although it has added specific revenues as dedicated funding sources in the GO Bond covenants. An example of this includes the local gasoline tax that provides funding for the 1998 Fairview Avenue GO Bond.

Risk Management Fund: The purpose of Risk Management is to administer the Villages workers compensation program and Village liability insurance program, handle all Village liability claims, coordinate safety training programs, and handle the legal issues of the OMNIBUS testing for all commercial drivers (CDL).

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or for major capital projects) that are legally restricted to expenditures for specific purposes.

GLOSSARY

Special Assessments: Compulsory levies made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties. Under GASB 34, special service receipts are not recorded as taxes, even though they are collected and received with other taxes. If they are for operating expenses, they are treated as charges for services. If they are for capital items, they are treated as capital grants or contributions.

Strategic Plan: Long-range planning tool updated annually. It is used for the identifying goals and priorities of the Village Council.

Stormwater Credit: An ongoing reduction in the amount of stormwater fees assessed to a parcel in recognition of onsite systems, facilities, or other actions taken to reduce the impact of stormwater runoff.

Stormwater Fund: Is classified as an enterprise fund. This fund derives its revenues directly from stormwater fees, and expends funds directly for the maintenance and operating costs of the stormwater infrastructure. It is not a tax-supported fund. It is supported entirely by the population that benefits from the use of the system.

Stormwater Incentive: One-time reduction in the stormwater utility fee, applied to a customer's account balance.

Tax Base: The total value of all taxable real and personal property in the district as of January 1st of each year, as certified by the Appraisal Review Board. The tax base represents net value after all exemptions.

Tax Caps: An abbreviated way of referring to the tax increase limitations imposed by the Property Tax Extension Limitation Law (P. A. 87-17) which was effective October 1, 1991. The Village is a home rule entity and is not subject to this tax cap law.

Tax-Increment Financing (TIF): Financing secured by the anticipated incremental increase in tax revenue, resulting from the redevelopment of an area. A TIF area is designated by law. The Village has two TIF areas: The Downtown Redevelopment District and the Ogden Avenue District.

Tax Rate: The amount of a tax stated in terms of a percentage of the tax base.

Tax Rate Limit: The maximum tax rate that a county clerk can extend for a particular levy. Not all tax levies have a tax rate limit. Some levies are unlimited as to rate. The Village does not have a legal tax rate limit; however, the Council imposes controls on the rate of tax.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. (The term does not include charges for services rendered only to those paying such charges, for example membership charges.)

Transportation Fund: Is classified as a special revenue fund that derives its revenue directly from bus fees, and expends funds directly for the maintenance of transportation facilities and equipment and the transportation services that are provided to the community.

Water Fund: Is classified as an enterprise fund. This fund derives its revenues directly from fees for water sales and services, and expends funds directly for the maintenance of the water distribution infrastructure and services of Village Water customers. It is not a tax-supported fund. It is supported entirely by the population that benefits from the use of the products sold.

COMMON ACRONYMS

ACA Affordable Care Act
ADA Americans With Disabilities Act
AD&D Accidental Death and Dismemberment
AED Automated External Defibrillators
ALS Advanced Life Support
AMR Automated Meter Reading
ARC Annual Required Contribution
APWA American Public Works Association
AVL Automatic Vehicle Locations
BLS Basic Life Support
BMP structural Best Management Practice is a physical device. It is typically designed and constructed to trap or filter pollutants from runoff, or reduce runoff velocities.
BNSFRR Burlington Northern Santa Fe Railway Company Railroad
CAD Computer Aided Dispatch, systems used to provide 911 services.
CAFR Comprehensive Annual Financial Report
CALEA Commission on Accreditation for Law Enforcement Agencies
CBD Central Business District
CD Community Development
CDBG Community Development Block Grant
CIP Community Investment Program
CNG Compressed Natural Gas, used in special vehicles that can use alternative fuel sources. The Village has a CNG station that provides this fuel to Village vehicles as well as other local governments.
CMAQ Congestion, Mitigation, and Air Quality
CPR Cardiopulmonary resuscitation
CRC Community Response Center
CSO Community Service Officer
DCU Data Collection Unit
DGTV Downers Grove Television
DMB Downtown Management Board
DMMC DuPage Mayors and Managers Conference
DOE Department of Energy
Du-Comm DuPage Public Safety Communications an intergovernmental agency that provides 911 service to the Village
DUI Driving Under the Influence
DUJIS DuPage Justice Information System for Computer Aided Dispatch and Records Management System
DWC DuPage Water Commission
E-85 An abbreviation for an ethanol fuel blend of up to 85% denatured ethanol fuel & gasoline
EAB Emerald Ash Borer
EAP Employee Assistance Program
EAV Equalized Assessed Value
EDC Economic Development Commission
EEOC Equal Employment Opportunity Commission
EMS Emergency Medical Services, provided by Fire Department paramedic and ambulance service.
EOC Emergency Operations Center
EPA Environmental Protection Agency
ERP Enterprise Resource Planning
ERU Equivalent Runoff Unit
ETSB Emergency Telephone System Board, a board established to manage and operate a 9-1-1 Emergency System.
FDIC Federal Deposit Insurance Corporation
FIAT Felony Investigations Assistance Team
FMLA Family Medical Leave Act
FOIA Freedom of Information Act
FD Fire Department
FPD Fire Protection District
FTE Full Time Equivalent
FY Fiscal Year
GAAP Generally Accepted Accounting Principles
GASB Governmental Accounting Standards Board
GFOA Government Finance Officers Association
GIS Geographic Information System
GO General Obligation a type of bond backed by the full faith and credit of the government
GPS Global Positioning System
HAZMAT Hazardous Materials
HR Human Resources
HVAC Heating, Ventilation, and Air Conditioning
ICC International Code Council

COMMON ACRONYMS

IDIAI Illinois Division of the International Association for Identification
IDPH Illinois Department of Public Health
IDOT Illinois Department of Transportation
IEPA Illinois Environmental Protection Agency
IGA Inter-Governmental Agreement
IMRF Illinois Municipal Retirement Fund, a state mandated retirement program for employees of municipal governments, except for members of a police or fire pension.
IRB Industrial Revenue Bond(s)
IS Information Services
ISO International Organization for Standardization
IT Information Technology
ITEP Illinois Transportation Enhancement Program
JCTAW Joining Counter Terrorism Workshop
JULIE Joint Utility Locating Information for Excavators
LAFO Local Agency Functional Overlay
LAPP Locally Administered Projects Programs
LLC Limited Liability Corporation
LP Limited Partnership
LED Light-Emitting Diode
LPDA Localized Poor Drainage Area
LRFP Long Range Financial Plan
LTD Long-Term Disability
MUTCD Manual on Uniform Traffic Control Devices
MFT Motor Fuel Tax
MFSG Municipal & Financial Services Group
MS4 Polluted stormwater runoff is commonly transported through Municipal Separate Storm Sewer Systems (MS4s), from which it is often discharged untreated into local water bodies
MTU Meter Transmitter Unit
NCC Network Control Computer
NEMRT Northeast Multi-Regional Training
NIMS National Incident Management System
NFPA National Fire Protection Association
NPDES National Pollutant Discharge Elimination System
NSR No Scheduled Replacement
O&M Operations and Maintenance
OPEB Other Post-Employment Benefits
OSFM Office of the State Fire Marshall
PAS Passive Alcohol Testing
PBT Portable Breath Test
PEG Public, Educational and Governmental
PD Police Department
PROWAG Public Rights of Way Accessibility Guidelines
PSRT Public Service Response Team
PVC Polyvinyl chloride
PW Public Works
RFID Radio-Frequency Identification
QR Quick Response Code
RFP Request For Proposal
RMS Records Management System
S&P Standard and Poor's
SCADA Supervisory Control and Data Acquisition
SCBA Self-Contained Breathing Apparatus
SEASPAR South East Association for Special Parks And Recreation
SF Square Foot
SRTS Safe Routes to School Program
SSA Special Service Area
STP Surface Transportation Program
SWAT Special Weapons and Tactics
SWU Stormwater Utility
TAP Transportation and Parking Commission
TIF Tax Increment Financing
VDI Virtual Desktop Infrastructure
VEBA Voluntary Employee Benefit Association
VOC Village Operations Center (Public Safety Dispatch Operations)
WIIP Watershed Infrastructure Improvement Plan