

# 2018

## **Recommended Budget**

Village of Oak Park, Illinois

Nov. 6, 2017





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*presents this*

**CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION**

*to*

**Finance Department  
Village of Oak Park, Illinois**



*The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.*

Executive Director

*Jeffrey R. Emer*

Date

**May 08, 2017**

# Village of Oak Park

## Fiscal Year 2018 Adopted Budget

### Table of Contents

Start  
Page  
Number

#### **INTRODUCTION**

1	Village Manager Transmittal Letter
14	Budget Calendar/Timeline
16	Budgetary Process
18	Financial Policy Summary

#### **BUDGET SUMMARY**

21	Village Organization Chart
22	Full Time Equivalent Summary
26	Full Time Equivalent Department Chart
27	Economic Incentive Summary
28	Partner Agency Summary
29	Inter-fund Transfer Schedule
30	Net Revenues Excluding Inter-fund Transfers In
31	Net Expenses Excluding Inter-fund Transfers Out
32	Debt Service Levy Summary
33	Property Tax Levy Summary FY17 vs. FY18
34	Graph- Special Revenue Funds
35	Graph- Capital Improvement Funds
36	Graph- Internal Service Funds
37	Graph- Enterprise Funds
38	Financial Summary- All Funds

#### **GENERAL FUND**

39	Executive Overview
40	Revenue Definitions
42	Expenditure Definitions
44	Graph- General Fund Revenues
45	Graph- General Fund Expenditures
46	Budget Summary by Department
47	Budget Summary and Historical Actuals by Department
48	Expenditure Budget by Category
49	Revenue Summary
54	Administrative Adjudication Organizational Chart
55	Administrative Adjudication Executive Overview
56	Administrative Adjudication Budget
57	Administrative Services Organizational Chart
58	Administrative Services VMO Office Executive Overview
61	Administrative Services VMO Office Budget
62	Administrative Services Communications Executive Overview
66	Administrative Services Communications Budget
67	Administrative Services Human Resources Executive Overview
72	Administrative Services Human Resources Budget
74	Administrative Services Law Executive Overview
77	Administrative Services Law Budget

**Village of Oak Park  
Fiscal Year 2018 Adopted Budget  
Table of Contents**

Start  
Page  
Number

**GENERAL FUND**

78	Community Relations Organizational Chart
79	Community Relations Executive Overview
82	Community Relations Budget
83	Development Customer Services Organizational Chart
84	Development Customer Services Executive Overview
92	Development Customer Services Budget
98	Finance Organizational Chart
99	Finance Executive Overview
102	Finance Budget
104	Fire Organizational Chart
105	Fire Executive Overview
108	Fire Budget
113	Information Technology Organizational Chart
114	Information Technology Executive Overview
117	Information Technology Budget
119	Police Organizational Chart
120	Police Executive Overview
125	Police Budget
128	Public Health Organizational Chart
129	Public Health Executive Overview
136	Public Health Budget
138	Public Works Organizational Chart
139	Public Works Executive Overview
147	Public Works Budget
158	Village Clerk Organizational Chart
159	Village Clerk Executive Overview
162	Village Clerk Budget
163	Village President & Board of Trustees Executive Overview
164	Village President & Board of Trustees Budget



**Village of Oak Park  
Fiscal Year 2018 Adopted Budget  
Table of Contents**

Start  
Page  
Number

**SPECIAL REVENUE FUNDS**

165	Executive Overview
166	Bulletproof Vest Grant Budget
167	Community Development Block Grant Overview
168	Community Development Block Grant Budget
171	Community Development Loan Overview
172	Community Development Loan Budget
173	Cook County Lead Hazard Grant Budget
174	Downtown TIF Overview
175	Downtown TIF Budget
176	Earth Fest Overview
177	Earth Fest Budget
178	Emergency 911 (Closed Fund- Historical Only)
179	Emergency Solutions Grant Budget
180	Farmers Market Overview
181	Farmers Market Budget
182	Federal RICO Overview
183	Federal RICO Budget
184	Foreign Fire Insurance Overview
185	Foreign Fire Insurance Budget
186	Harlem Garfield TIF Overview
187	Harlem Garfield TIF Budget
188	Health Grant Funds
193	Keep Oak Park Beautiful
194	Madison Street TIF Overview
195	Madison Street TIF Budget
196	Motor Fuel Tax Overview
197	Motor Fuel Tax Budget
198	Special Service Area #1 Overview
199	Special Service Area #1 Budget
200	Section 108 Loan Fund Budget
201	Special Service Area #7 Overview
202	Special Service Area #7 Budget
203	State RICO Fund Budget
204	Sustainability Fund Overview
205	Sustainability Fund Budget
206	Travel, Training & Wellness Budget

**CAPITAL IMPROVEMENT FUNDS**

207	Executive Overview
208	Building Improvement Overview
209	Building Improvement Budget
210	Equipment Replacement Overview
211	Equipment Replacement Budget
212	Fleet Replacement Overview
213	Fleet Replacement Budget
214	Capital Improvement General Overview
215	Capital Improvement General Budget
218	Lake & Forest Development Fund Budget
219	Colt Westgate Redevelopment Budget
220	South and/or Harlem Redevelopment Budget

**Village of Oak Park  
Fiscal Year 2018 Adopted Budget  
Table of Contents**

Start  
Page  
Number

**ENTERPRISE FUNDS**

221	Enterprise Fund Overview
222	Environmental Services Overview
225	Environmental Services Budget
227	Parking Organizational Chart
228	Parking Overview
231	Parking Budget
237	Water & Sewer Overview
240	Water & Sewer Budget

**INTERNAL SERVICE FUNDS**

246	Executive Overview
247	Debt Service Overview
248	Debt Service Budget
250	Health Insurance Fund Overview
251	Health Insurance Fund Budget
252	Self Insured Retention Fund Overview
253	Self Insured Retention Fund Budget

**FIDUCIARY FUNDS**

254	Executive Overview
255	Fire Pension Budget
256	Police Pension Budget

**APPENDIX**

257	Glossary of Terms
262	Assessed Property Valuations by Category
263	Principal Employers
264	Principal Property Taxpayers
265	Pension Summary
266	Village Bond Rating Information
267	Debt Maturity Schedules by Bond Issue
282	Debt Outstanding Balance Summary
283	Sales Tax Historical Data
284	Real Estate Transfer Tax Purchaser Data
285	Tax Levy Historical Summary

## **Village Manager's Budget Message**

**Date:** November 3, 2017

**To:** Village President and Board of Trustees

**From:** Cara Pavlicek, Village Manager

**Re:** FY2018 Recommended Budget

**Cc:** Department Directors

### **Introduction**

Enclosed is an updated recommended budget for Fiscal Year 2018 (FY18) for your review and discussion. This update reflects minor modifications since the document was presented on October 5, 2017 for the Finance Committee's review and discussion. Specific updates include:

1. \$105,350 Increase to Parking Fund Revenue related to the recommended ordinance increasing Quarterly Parking Permit Fees based upon Finance Committee consensus (5060.43770.101.422481 )
2. (\$103,975) Net decrease in refuse collection fees related to the recommended ordinance for 2018 charges based upon Finance Committee consensus (5055.43760.101.444453)
3. \$20,000 increased ambulance revenue from initial budget recommendations (1001.42520.101.440458)
4. (\$18,731) decrease in Refuse Fund general contractual expenses (5055.43760.101.530660)
5. \$20,000 increase in General Fund for Fire Operations, social security expenditures, from initial budget recommendations (1001.42510.101.520522)
6. (\$50,000) reduction in Public Works pruning contract from initial budget recommendations and subsequent RFP (1001.43800.741.530667)
7. (\$20,000) reduction in Public Works tree stumping contract from initial budget recommendations and subsequent RFP (1001.43800.741.530667)
8. (\$20,000) reduction in Public Works salt bid from initial budget recommendations and subsequent RFP (1001.43740.765.560633)

Not included at this time are any changes related to the request for potential reduction in General Fund expenditures. Those are anticipated to be presented to the Board as part of a November special meeting.

As noted previously, the budget was developed following a number of internal discussions including individual meetings with all Village Department Directors, the Village Clerk and the seven not-for-profit organizations<sup>1</sup> which have a service agreement contract with the Village for FY17 funding and have requested Village funds in FY18.

Appreciation is extended to Village staff for their dedication and expertise that was offered in the development of the recommended budget and I would like to specifically note the extensive time commitment of CFO Drazner and all Department Directors.

Consistent with past practice, on June 19, 2017, the Finance Committee of the Village Board reviewed the independent annual audit and CAFR for the year ending December 31, 2016 which was approved by the full Village Board reviewed on the same date.

This is the third year in which staff has formally presented a full five year Capital Improvement Plan (CIP) for review by the Finance Committee over three meetings – on September 11, September 12, and September 19. In addition, a review and discussion was held at a special meeting on September 25, 2017 and the document was adopted by the Village Board on October 16, 2017. The development of a detailed five year capital plan is an important tool for the Village to utilize in its financial planning. Staff has used the first year of the recommended plan as the basis for the capital funding included in the FY18 Recommended budget for all Capital Funds as well as the capital portion of the Enterprise Funds for Parking as well as Water & Sewer.

The draft of the FY18 Recommended Budget was reviewed by the Finance Committee on the following dates:

Monday, October 9, 2017, 6:30 p.m. the Finance Committee will be asked to review:

- a. Review of General Fund Revenues
- b. Review of Internal Service Funds
  - i. Review of Debt Service Fund
  - ii. Review of Health Insurance Fund
  - iii. Review of Self Insured Retention Fund

Tuesday, October 10, 2017, 6:30 p.m. the Finance Committee will be asked to review:

- a. Review of Enterprise Funds
  - i. Water & Sewer
  - ii. Environmental Services

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<sup>1</sup> Oak Park Area Convention and Visitors Bureau, Oak Park Area Arts Center, Oak Park Economic Development Corporation, Oak Park Housing Authority, Oak Park Residence Corporation, Oak Park Regional Housing Center and the Oak Park River Forest Chamber of Commerce

- b. Review of Special Revenue Funds

Monday, October 23, 2017, 6:30 p.m. the Finance Committee will be asked to review:

- a. Review of Police and Fire Pension Funds
- b. Review of Enterprise Funds
  - i. Parking

Monday, October 30, 2017, 6:30 p.m. the Finance Committee will be asked to review:

- a. Review of General Fund Expenditures
- b. Review of Partner Agencies

The Village Board of Trustees is tentatively scheduled to review the FY18 Recommended Budget as follows:

- a. November 6, 2017, the Village Board will hold the Truth in Taxation Notice and Public Hearing on Budget and heard the 1<sup>st</sup> Reading of several ordinances related to user fees
- b. November 13, 2017, the Village Board is scheduled to hold a special meeting to review the recommended budget
- c. November 20, 2017, the Village Board held a Public Hearing on the recommended FY18 Budget and adopted several ordinances related to user fees and utility taxes
- d. November 27, 2017, the Village Board is scheduled to hold a special meeting to review the parking fees and policies that will impact budget recommendations

## **FY18 Administrative Considerations**

Throughout the administrative preparation of the budget there have been conscientious deliberations about increasing demands for Village services and the cost to provide those services. Additionally, the development of the FY18 budget has taken into account the following considerations into the proposed service levels:

### **1. Village Board Goals**

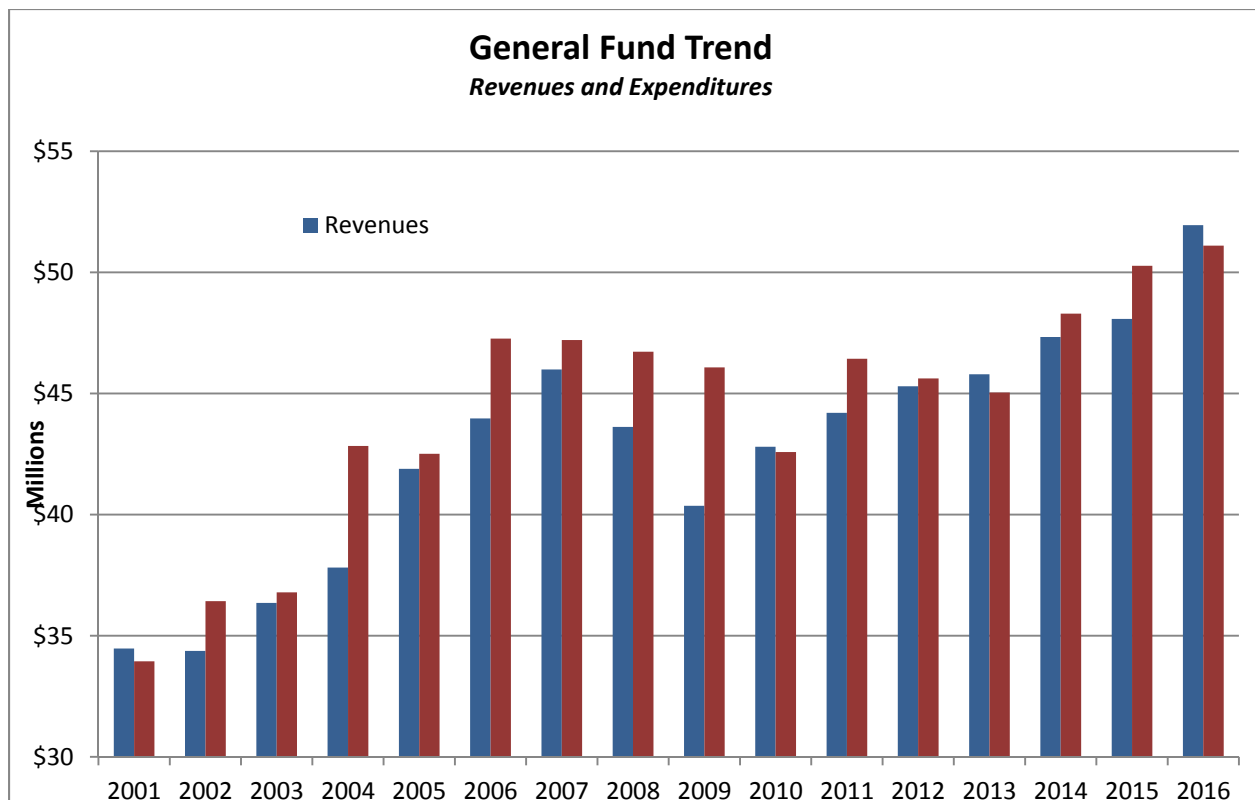
The Village Board reviewed its goals on July 24, 2017 and their adoption is pending. The draft document establishes multiple objects and upon final adoption by the Board of its goals, staff may propose budget modifications in the event there are any gaps in alignment.

## 2. Financial Stability

Looking forward to 2018, the budget is prepared while trying to balance the service delivery expectations established in Village policy and the resulting fiscal demands created by such policies. The result is that the Village's long term financial stability continues to be a key driver in decisions that are made in the Budget and reflect:

- Modest growth in public safety position to responds to service demands; and
- Funding for the State established fire and police pensions; and
- Continued focus on investing in technology to improve the efficiency and effectiveness of service delivery with customer service as a focus; and
- Continued capital investment in critical public infrastructure to ensure systems operate safely and effectively which include our fleet for police, fire and snow removal, the water distribution system and the public street & sidewalk system.

When focused on the Village's General Fund, which captures operating expenditures, the chart below tracks General Fund revenues and expenditures from 2001 – 2016.



### **3. Public Infrastructure and Capital Planning**

The Village will celebrate the 116<sup>th</sup> Anniversary of its incorporation in 2018. Staff has developed a comprehensive five year Capital Improvement Plan (CIP) and the first year of this plan is the foundation for capital projects in FY18 and allows the Village to identify and evaluate the state of the Village's infrastructure and plan for the associated costs. The Village Board approval of the CIP is pending.

For the fourth year, the Budget continues to provide for an increase in resources for alley and street improvements. Based upon earlier discussions with the Finance Committee - staff has continued the aggressive five year schedule to invest an additional \$20 million in alley and street infrastructure to be funded with a general obligation bond issue. Under prior Village Board action, fees to pay for this new debt are generated via a portion of the Vehicle Sticker annual fee and a capital fee applied to refuse collection. Each fee is linked to the respective capital investments (e.g. vehicle stickers to streets and garbage collection to alleys). The annual debt service projected for this program over 20 years at a 3% interest rate is \$1.3 million. Specifically, the budget contains offsetting revenue for annual debt service via a portion of the Vehicle Sticker fee (which started in FY16) and a capital customer charge for garage collection services of \$2.50 per month (started in FY14).

It is also noted that the FY18 budget continues with the implementation of recommendations from the 2014 Water and Sewer Rate study which identified steps towards addressing the condition of the Village's water and sewer system, as a result of community age.

### **4. Technology**

IT Staff in conjunction with the Village Manager and Department Directors have remained focused on the implementation of the priorities established in the IT Strategic Plan. The Plan, which was presented initially to the Village Board on February 24, 2014 proposed a multi-year prioritization of core infrastructure needed to maintain and enhance Village government operations. The Plan was then presented to the citizen advisory board, Civic Information Systems Commissions (CISC), April 17, 2014. The CISC endorsed the use of the priority list established in the strategic plan. On August 4, 2014, the Village Board accepted the IT Strategic Plan and directed staff to proceed with the necessary actions for the Village to become a member of the area GIS Consortium which was a key priority action identified in the IT Strategic Plan. That action supported the implementation of new technologies for Village services also prioritized in the Plan. The IT Strategic Plan has been re-visited annually.

Since 2014 significant progress has been made towards the key technology priorities established in the Plan, including:

- Oak Park adopted an Intergovernmental Agreement with the Consortium (GISC) - a public entity consisting of local governments that work collectively to achieve the benefits of GIS and related technologies.
- Using the GIS platform, CityView (aka VillageView) - a new software solution for permitting, inspections and licensing, was implemented.
- A new Computer Aided Dispatch (CAD) system through the Village's partnership within the West Suburban Consolidated Dispatch Center (WSCDC) was implemented via an upgraded software system. The upgrade to the 911 CAD system is of significant importance to emergency services.
- A replacement ERP system for PeopleSoft, was procured. BS&A implementation has been done in 2017 for the Village's core financials and accounts payable. Payroll implementation is underway and will go live in 2018.
- An intergovernmental agreement with Elementary School District D97 has been approved and evaluation of the Village's wholly owned municipal fiber network is underway. The current network is nearing the end of its useful life and supports the Village traffic signal system, police and fire communications, parking revenue collections in the three public parking garages and various parking lots in the business districts. The fiber network is also the backbone of all other Village internal data communication for operating departments' supporting core systems such as telecommunications, GIS, VillageView, 911 CAD, Video & Keycard, ERP and Records Information Management systems.

## **5. Public Private Partnerships**

The Village has a number of public services that are provided in the Village via contractors. While many are provided via a competitive bidding process (such as snow removal, building permit review/inspections or public infrastructure improvements) the Village has a class of contracts with various entities, commonly not-for-profit groups that are collectively referred to as "Partner Agencies" and others that are provided via Intergovernmental Cooperation Agreements supported via a contract for services.

The FY18 Budget includes within the General Fund a total of \$1,668,500 for the Village to enter into contracts with not-for-profit entities hereby defined as Partner Agencies including the Regional



Housing Center, Oak Park Residence Corporation, Oak Park Area Convention and Visitors Bureau, Oak Park Economic Development Corporation and Oak Park Area Arts Council. The recommended budget was not able to meet requests for new services as requested by Partner Agencies in the case of the Regional Housing Center. As a part of the Finance Committee review staff will seek direction as to the alignment of the Partner Agencies with the overall Village Goals.

The FY18 Budget also includes, within the General Fund, funding for the Village to honor existing intergovernmental agreements for youth services including the Youth Interventionist Program (\$69,579) via the Oak Park Township and Early Childhood Services (\$345,216) via School District 97 and 200. New funding of \$10,000 is proposed for the first year of a recommended three-year grant to the Friends of the Children for expansion into Austin to provide youth mentoring services, subject to formal approval of a grant agreement by the Village Board.

## 6. Operational Needs

During the current fiscal year, Department Directors have identified and requested funding for important operational/service needs for which funding is recommended. Service level demands continue to trend higher Oak Park, especially in terms of emergency response:

Calls For Service					8/31
					YTD
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Police	33,155	32,651	34,529	65,830	43,130
Fire	6,016	6,419	6,731	6,716	4,408
Combined	<u>39,171</u>	<u>39,070</u>	<u>41,260</u>	<u>72,546</u>	<u>47,538</u>

It is noted however, that in 2016, the new 911 dispatch system began capturing police calls for service to include calls, traffic stops, premise checks, alarm checks. As part of the General Fund recommended budget one additional police officer is being added to the Downtown Walking Beat. During recent years, the Village has seen a growth in liquor licensed establishments with the addition of facilities such as Cooper's Hawk, Wild Onion, Two Brothers, Hamburger Mary's and the Beer Shop which have increased the number of evening activities in the Greater Downtown Business Districts.

While these business districts continue to be very safe, the assignment of an evening walking beat officer to match the growing restaurant business is recommended to ensure continued safety of visitors to these establishments.

Three new fire/fighter paramedics (one per shift) are also reflected in the recommended General Fund budget along with an “off-setting” revenue from ambulance fees to fund the new positions. The increased staff is recommended based upon a review of increases in Emergency Medical calls for service/incidents over the past seven years. The review considered that a demographic review of EMS services shows that 50% of EMS calls are for the age group 60 and over. It is also noted that Oak Park has eight senior resident facilities which also have seen a growth in calls for emergency medical services. The Fire Department currently operates two ambulances and a review of the workload indicates that there would be advantages to EMS services with the addition on another employee on each of the three shifts which operate in the Fire Department and which would allow for the start of a transition to placing a third ambulance in service.

The Village Manager’s Office continues to make labor relations a key priority in partnership with the Human Resources Department. The Village has nine collective bargaining agreements which are all current. It is noted that the five CBA which expire at the end of 2017 are all either actively being renegotiated or those negotiations are pending.

1. FOP Community Service Officers CBA expires 12/31/17
2. FOP Police Officers: CBA expires 12/31/17
3. IAFF Firefighters/fire lieutenants: CBA expires 12/31/17
4. IBEW Local #9: CBA expires 12/31/17
5. SEIU Local 73 – *main unit*: CBA expires 12/31/17
6. IAM Local 701 CBA expires 12/31/18
7. Teamsters Local 705: CBA expires 3/31/18
8. FOP Police Sergeants: CBA expires 12/31/19
9. SEIU Local 73 – *water/sewer unit*: CBA expires 6/30/2020

The recommended Budget provides funding for all covered employees’ wages and benefits as established in the applicable agreements. In regard to non-union exempt/non-exempt employees, the Budget includes funding for a 2.5% merit based wage increase tied to performance evaluations. This is equitable to the wage increases negotiated in recent CBAs for 2017.

The FY18 budget contains a net increase of 4 FTE positions (the police officer and three FF/PM noted above).

It is important to consider that personnel expenses (wages and benefits) account for 76% of the General Fund budget and consistent with past practice, the FY17 Budget for General Fund expenditures reflect 98 percent of full staffing which is in line with the historical staffing levels. This practice was first implemented in FY13. A review of the prior fiscal years indicates that actual expenditures for salary and benefits are never 100% of the adopted budget amount:

<u>Fiscal Year</u>	<u>Actual Expenditures for Salary &amp; Benefits as a % of Budgeted Expenditures</u>
2009	94.59%
2010	95.94%
2011	98.43%
2012	98.33%
2013	93.26%
2014	93.83%
2015	98.88%
2016	98.96%

This strategy allows for the adoption of a General Fund budget which more accurately establishes spending and does not require revenue increases and/or expenditure cuts that are not necessary in conjunction with the Village's need to increase the General Fund balance. In regard to salary and benefit costs, it should also be noted that the use of a salvage calculation in budgeting is intended to account for unexpected position turnover during the fiscal year and corresponding position vacancies as well as the possibility that every employee may not be awarded a merit based pay increase due to performance – although such increases are budgeted when required by a CBA or noted herein for non-union personnel. Salvage does not replace partial funding for new positions in anticipation of hiring dates nor does salvage account for Collective Bargaining Agreement wage increases that may occur after the adoption of the budget in the event contract negotiations are not concluded prior to fiscal year end.

### **Overall Financial Summary**

The Village fiscal year begins January 1, 2018 and ends December 31, 2018 and is comprised of 31 funds and \$148.9 million in expenditures (a slight reduction from the \$149.2 million in FY17) which is supported by a number of sources included property taxes generated from an expected Equalized Assessed Valuation (EAV) of \$1.6 billion as well as sales taxes, user fees and intergovernmental revenues.

The recommended municipal budget is proposed to establish a foundation for the Village's financial planning and control. Staff is focused on continuing the positive momentum towards financial stability and improving the quality of public services provided to residents and businesses. The Village currently has an underlying bond rating of AA from Standard & Poor's and A1 from Moody's.

The FY18 recommended budget was developed with the following impact to property taxes levied by the Village of Oak Park, before the application by Cook County of the loss allowance to the property tax levy:

1. A reduced property tax rate for debt service (and a levy reduction of \$490,737)
2. A flat property tax rate for police and fire pensions (and a levy increase of \$206,404)
3. A flat property tax rate for the corporate levy (and a levy increase of \$5.7 million)

The overall Village tax rate is not proposed to increase over the current year. However, as a result of the triannual re-assessment, the Village will receive increased property tax revenues of \$5.4 million. The recommended General Fund budget provides for increased appropriations utilizing the additional property tax revenues in the General Fund as follows:

1. Transfer from the General Fund to the Capital Fund all State Motor Fuel Taxes (\$1.3 million) for street projects.
2. Transfer from the General Fund to the Self Insured Retention (SIF) Fund (\$1 million) to support worker's compensation expenditures. In prior fiscal years, the Parking and the Water/Sewer Enterprise Funds have disproportionately supported the SIR Fund. The FY18 Recommended Budget reflects improved allocation of SIF Fund expenses related to employees by Fund.
3. General Fund employee wages increased nearly \$807,000 while fringe benefits decreased \$81,000 through a combination of collective bargaining agreement requirements and non-union merit pay changes.
4. General Fund contractual service costs increased \$1 million related to:
  - a. Cost increased for West Suburban Consolidated Dispatch Center: \$413,000
  - b. Costs increased for Police Department contracts with Andy Frain (crossing guard wages) and Thrive Counseling: \$22,000
  - c. Costs increased in Public Works engineer permit outsourcing for private property permit application review: \$100,000
  - d. Costs increased in Development Customer Services for building permit review outsourcing: \$315,000
  - e. Costs increased in Development Customer Services for CityView software: \$53,000

- f. Costs increased in Development Customer Services for sales tax rebates to Clark St. and Gugly: \$100,000

It is noted that regarding the General Fund, the **Fund Balance Policy** states that an unreserved fund balance goal of no less than 10% or more than 20% of the current year's estimated operational expenses shall be maintained. Of this balance, cash and investments should compose no less than 60%, or 6% of annual operating expenditures.

The General Fund Unrestricted Balance was \$7.5 Million on January 1, 2017. This is slightly more than an 11% fund balance.

Therefore, the Village Board could evaluate the current unrestricted fund balance and direct that the balance continue to build until it reaches the 20 percent policy maximum, or the Board could identify various "one-time" expenditures in FY18 of as much as \$1.1 million from the existing General Fund (which would reduce the fund balance to 10%). Staff recommends discussion only if there is careful consideration to the impact of such a decision on the Village's underlying bond rating (e.g. it should not support operating expenses or new expenditures).

Options which could be considered include:

1. One-time payment from the General Fund to the Police and Fire Pensions, above the actuarially required levy amount; or
2. One-time increased transfer to the Self Insured Retention (SIR) Fund to reduce the deficit fund balance which exists in that fund and is projected to be \$2.5 million on 12/31/18; or
3. Identify bond payments which could be called in 2018 in order to "pre-pay" and reduce future interest payment expenditures.

While the total municipal budget relies upon a number of sources of revenue, the property tax levy continues to be a focus of judging the fiscal health of the community. Property tax funded Village expenditures were as follows in FY17:

<u>Levy Type</u>	<u>Levy</u>	<u>Loss Factor</u>	<u>Adjusted Levy</u>	<u>% of Total</u>
Debt	4,510,100	5.0%	4,735,605	15%
Police Pension	4,940,474	3.0%	5,088,688	16%
Firefighters' Pension	5,601,488	3.0%	5,769,533	18%
General Operating	15,232,408	3.0%	15,689,380	50%
<b>TOTAL</b>	<b>30,284,470</b>		<b>31,283,206</b>	<b>100%</b>

The following chart highlights the proposed changes from FY17 to FY18 for all property taxes levied to support the Village.

	<b>Fiscal Year 2017 Tax Year 2016</b>				<b>Fiscal Year 2018 Tax Year 2017</b>		
	Actual Assessed Valuation 1,386,653,517	Loss Allowance %	Estimated Assessed Valuation 1,386,653,517		Estimated Assessed Valuation 1,663,984,220	Loss Allowance %	Estimated Assessed Valuation 1,663,984,220
	<u>Tax Year 2016 Extended Levy</u>		<u>Tax Year 2017 Extended Levy</u>		<u>Tax Year 2017 Village Levy</u>		<u>Tax Year 2017 Extended Levy</u>
Corporate Levy	15,232,408	3%	15,689,380		20,950,000	3%	21,578,500
Police Pension Levy	4,940,474	3%	5,088,688		5,470,687	3%	5,634,808
Firefighters Pension Levy	5,601,488	3%	5,769,533		5,277,679	3%	5,436,009
Subtotal	25,774,370		26,547,601		31,698,366		32,649,317
Gross Debt Service Levy	8,541,026	5%	8,968,077		9,334,390	5%	9,801,110
Debt Service to be Abated	(4,030,928)	5%	(4,232,474)		(5,315,029)	5%	(5,580,780)
Subtotal Net Debt Service Levy after Abatement	4,510,098		4,735,603		4,019,361		4,220,329
Total Property Tax Levy Request	30,284,468		31,283,204		35,717,727		36,869,646

Sales tax revenues are also an important revenue stream for the Village and are established as follows:

Sales Tax in Oak Park	
State portion	5.00%
Village portion	1.00%
County portion	<u>0.25%</u>
Total Sales Tax by State Regulation- General Merchandise	<u>6.25%</u>
Village Home Rule Retailers' Occupation Tax	1.00%
Cook County Home Rule Retailers' Occupation Tax	1.75%
RTA Sales Tax	<u>1.00%</u>
Total Sales Tax Home Rule- General Merchandise	<u>3.75%</u>
Total Combined Sales Tax- General Merchandise**	<u>10.00%</u>


*\*\*Registered property (i.e. vehicles) and eligible food & drugs are taxed at a lower rate*

A review of twelve months of visitor data for 2016/2017 by Buxton showed that 64% of sales taxes are linked to non-resident spending in Oak Park. Restaurant spending is the largest classification in Oak Park and has grown to 63% of spending up from 44% in a similar 2015 review.

### Closing

In closing, I would like to reiterate the important role played by all employees in the Village Manager's Office, the Finance Department, and each Department Director along with their respective staff for their dedication to Oak Park and their focus on identifying effective and efficient ways to deliver public services on a daily basis.

Sincerely,



Cara Pavlicek  
Village Manager

## FY18 Budget Calendar

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Budget Staff Kick-off	Tuesday, June 20, 2017
Staff Submissions Due	Wednesday, July 19, 2017
Department Meetings with VMO and Finance - BEGIN	Monday, July 31, 2017
Department Meetings with VMO and Finance - END	Friday August 18, 2017
Partner Agency Funding Requests due to Staff Liaisons	Monday, August 14, 2017
Recommended Budget to Finance Committee of the Village Board	Friday, October 6, 2017
Post Recommended Budget to Village Website	Friday, October 6, 2017
<b>Finance Committee Meeting #1</b>	Monday, October 9, 2017
<b>Finance Committee Meeting #2</b>	Tuesday, October 10, 2017
<b>Finance Committee Meeting #3</b>	Monday, October 23, 2017
Send WJ Notice of Truth in Taxation Hearing (publish not more than 14 days nor less than 7 from hearing date)	Wednesday, October 18, 2017
Send WJ Notice of Budget Public Hearing (publish at least 10 days prior to hearing)	Wednesday, October 25, 2017
Truth in Taxation Notice appears in newspaper	Wednesday, October 25, 2017
<b>Finance Committee Meeting #4</b>	Monday, October 30, 2017
Distribute Updated Budget Recommendations to Village Board	Tuesday, October 31, 2017
Budget Public Hearing Notice appears in newspaper	Wednesday, November 01, 2017
<b>Village Board - Regular Meeting</b>	Monday, November 06, 2017
Truth in Taxation Hearing	
First Reading - Revenue Changes	



## **FY18 Budget Calendar**

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<b>Special Meeting/Budget Review #1</b>	Tuesday, November 7, 2017
<b>Special Meeting/Budget Review #2</b>	Monday, November 13, 2017
<b>Special Meeting/Budget Review #3</b>	Tuesday, November 14, 2017
<b>Village Board - Regular Meeting</b> Public Hearing on the Budget Second Reading - Revenue Changes	Monday, November 20, 2017
<b>Village Board - Regular Meeting (Tentative)</b> Approval of Recommended Budget and related items	Monday, December 04, 2017

# Introduction

## The Budget Adoption Process

The process for adoption and amendment of the Village of Oak Park budget, along with a calendar of the major dates and activities related to the development of the 2017 Recommended Village of Oak Park Budget is outlined in this section. Chapter 2 of the Village of Oak Park's Municipal Code establishes the foundation for the Municipal Budget. Excerpts from Chapter 2 follow:

- The Village's fiscal year is January 1 - December 31.
- The Board of Trustees must adopt the annual budget prior to the start of the Fiscal Year and passage of the annual budget shall be in lieu of passage of the appropriation ordinance.
- On or before the Village Board of Trustees' first regular meeting in November of each year, the Village Manager shall submit to the Board of Trustees an annual Municipal budget which contains estimates of revenues together with recommended expenditures in conformity with good fiscal management practice.
- The recommended budget presented by the Village Manager shall show the specific fund from which anticipated expenditures are charged.
- The annual budget may contain funds set aside for contingency purposes not to exceed ten percent (10%) of the total budget, commonly referred to as the Working Cash Fund.
- At least one public hearing shall be held by the Board of Trustees on the tentative annual budget prior to final action by the Board of Trustees. Copies of the tentative annual budget shall be made available for public inspection for at least ten (10) days prior to the hearing. After said hearing, the tentative budget may be further revised and passed without further notice, inspection or hearing.

## The Budget Amendment Process

Annually, following adoption of the Budget, it may be necessary for the Village Board to consider amendments to the Adopted Budget in response to unforeseen issues as follow:

- **§2-6-5 ( F)Revision of Annual Budget:** The Municipal Budget Officer, subject to approval by the Village Manager, may delete, add to, or change items within object classes, provided the budget for the object class is not increased.
- The Municipal Budget Officer, subject to approval by the Village Manager, may delete, add to, or change items, up to an amount of three thousand dollars (\$3,000.00) between object classes, provided the total fund budget is not increased and the annual aggregate of such transfers does not exceed one percent (1%) of the total fund budget.
- The corporate authorities, by a vote of two-thirds ( $\frac{2}{3}$ ) of the members then holding office, shall have the authority to revise the budget by transferring monies from one fund to another or adding to any fund. No revision of the annual budget shall be made increasing the budget

in the event monies are not available to do so. (Ord. 1989-0-52, 7-5-89).

- Budget amendments will be compiled and submitted to the Board of Trustees for consideration in the month subsequent to each quarter end with the exception of the fourth quarter. Therefore, it is anticipated that a budget amendment will be included in Board agenda in the following months:
  - April (for quarter ended 3/31)
  - July (for quarter ended 6/30)
  - October (for quarter ended 9/30)
  - December (to adjust budget based on final year end projections)
- Should a requested budget amendment increase an account without an offsetting decrease in a different account, adequate revenue and/or reserves are required for an amended appropriated amount.

## Financial Policies

The following is a summary of the Village of Oak Park's financial policies related to the following areas:

- Accounting and Budgeting Methods
- Balanced Budget
- Fund Balance
- Debt Limits
- Purchasing Practices
- Investment Practices

**Accounting and Budgeting Methods** – The accounting and budgeting records for general governmental operations are maintained on the modified accrual basis of accounting. Under this method, revenues are recorded when available and measurable and expenditures are recorded when materials or services are received and the liability is incurred. Accounting and budgeting records for the Village's enterprise funds, internal services funds and pension trust funds are maintained on the accrual basis of accounting.

**Balanced Budget** – A balanced budget is defined as a Fund in which annual budgeted revenues either meet or exceed annual budgeted expenditures or expenses, without the necessity of utilizing reserves or fund balance as a revenue source.

**Fund Balance Policy** – Appropriate fund balance levels are necessary to respond to unexpected emergencies and annual cash flow requirements. For the General Fund, the objective is to have an on-hand unreserved fund balance between 10% and 20% of the current year's estimated operating expenditures. Since unreserved fund balance is often comprised of non-cash amounts, it is furthermore the goal that cash and investment comprise no less than 60% of the targeted unreserved fund balance under this policy. Thus, it is the policy that total General Fund cash and investment balances be in the range of 6% and 12% of annual operating expenditures. For example, if the General Fund has annual budgeted expenditures of \$50 million, the goal would be for the General Fund to have a net (after offsetting inter-fund receivables/payables) \$3 million to \$6 million in cash/investments.

**Debt Limit Policy** – Under the 1970 Illinois Constitution, there is no legal limit for home rule municipalities, of which Oak Park is, except as set by the General Assembly. Reasonable rules of financial management, however, do offer some guidance which is subject to Village Board policy. The Village does not currently have any formula driven debt limit, but looks to the market to determine its credit worthiness which, in part, takes various measures of debt into account.

**Purchasing Policy (subject to change pursuant to adoption of new policy)** – When the total cost of any contract made for supplies, equipment, repair work or personal services exceeds \$25,000, or the total cost of making any public improvement exceeds \$10,000, the expenditure must be authorized by the Board of Trustees.

**Additional policies on the bidding process** – When the total cost of a public work or improvement is expected to exceed \$10,000, or when the total cost of any supplies, equipment or repair work is expected to exceed \$25,000, a call for bids is to be formally advertised. Bidding in all instances may

be waived by a two-thirds vote of the Board of Trustees. In cases of urgently needed material or urgent repairs involving labor and material, repairs and material may be obtained through negotiated contract without formal advertising with the approval of the Village Manager, when it is in the best interest of the Village and when it is not practical to convene a meeting of the Board of Trustees. Negotiated purchases without formal advertising may be approved by the Board of Trustees when it is impractical to secure competition, impossible to draft adequate specifications or any other adequately detailed description of the required property or services, or when the contemplated contract involves maintenance, repair, alteration or inspection and the exact nature or amount of work to be done is not known. However, staff shall first obtain in writing, whenever possible, at least three informal bids for the work whenever possible.

## **Investment Policy**

**Pooling of Funds** – Except in certain restricted and special funds, the Village of Oak Park will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

**Safety of Principal** – Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

**Liquidity** – The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio may be placed in money market mutual funds or local government investment pools that offer the same-day liquidity as for short-term funds.

**Rate of Return** – The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into Investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives. The core of investments is limited to relatively low-risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- Declining credit security could be sold early to minimize loss of principal
- Security swap would improve the quality, yield or target duration in the portfolio
- Liquidity needs of the portfolio require that the security be sold.

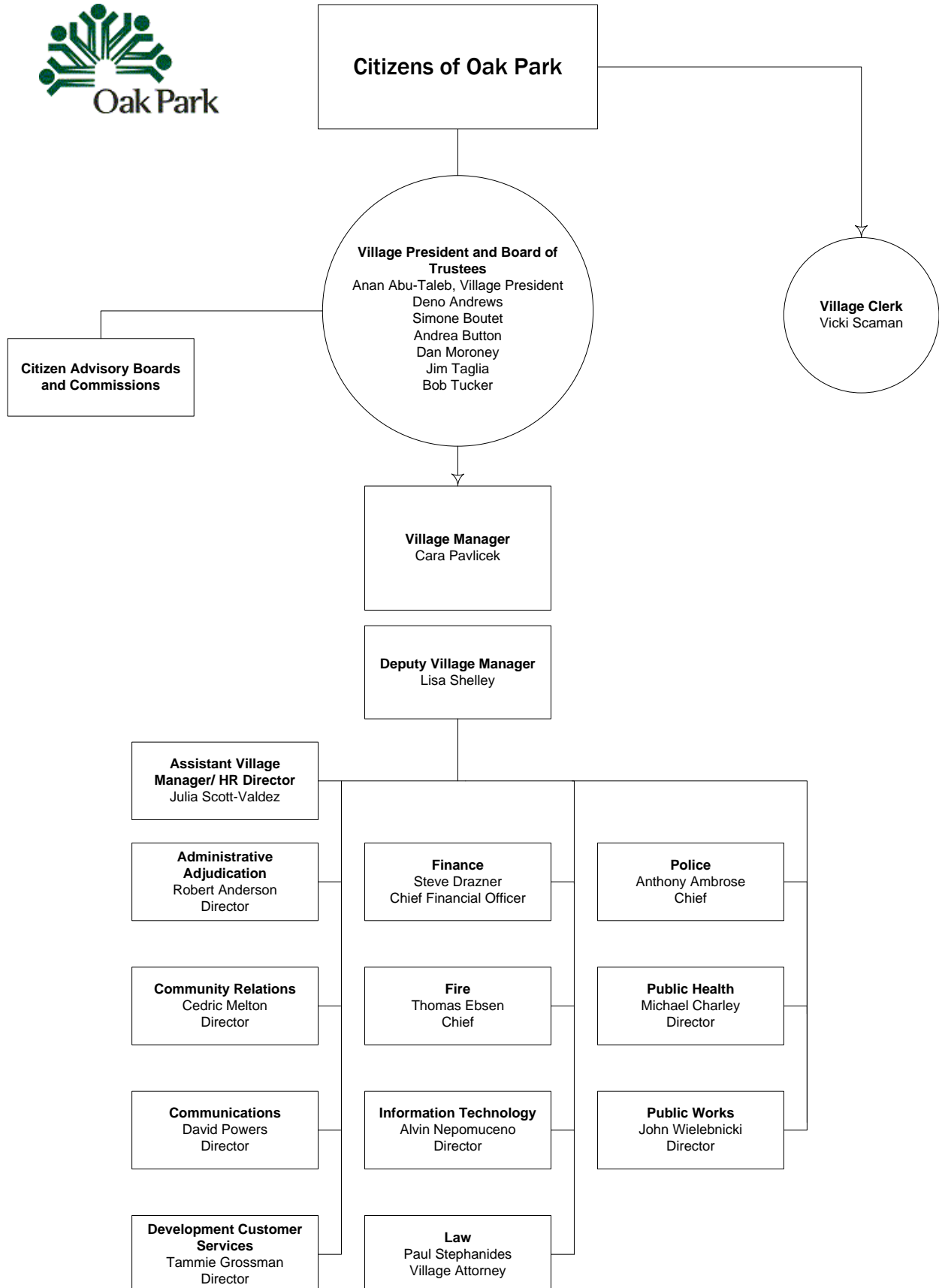
Consistent with Illinois Compiled Statutes 23 5/2, the following investments will be permitted by this policy:

- U.S. Government obligations, U.S. Government agency obligations and U.S. Government instrumentality obligations, which have a liquid market and a readily determinable market value

- Investment-grade obligations of state, provincial and local governments and public authorities
- Certificates of deposits and other evidences of deposit at financial institutions, bankers' acceptances and commercial paper, rated in the highest tier by a nationally recognized rating agency
- Money market mutual funds regulated by the SEC and whose portfolios consist only of domestic securities
- Local government investment pools, either state-administered or through joint powers, statutes or other intergovernmental agreement legislation.

In accordance with Illinois Compiled Statutes, collateralization of Public Deposits will be required on non-negotiable certificates of deposits.

- The Village of Oak Park will limit maximum final stated maturities to five (5) years unless specific authority is given to exceed or the investment is matched to a specific cash flow. To the extent possible, the Village will attempt to match its investments with anticipated cash flow requirements.
- Reserve funds and other funds with longer-term investment horizons may be invested in securities exceeding five (5) years if the maturity of such investments is made to coincide with the expected use of funds.



**VILLAGE OF OAK PARK  
POSITION CONTROL- FULL TIME EQUIVALENTS**

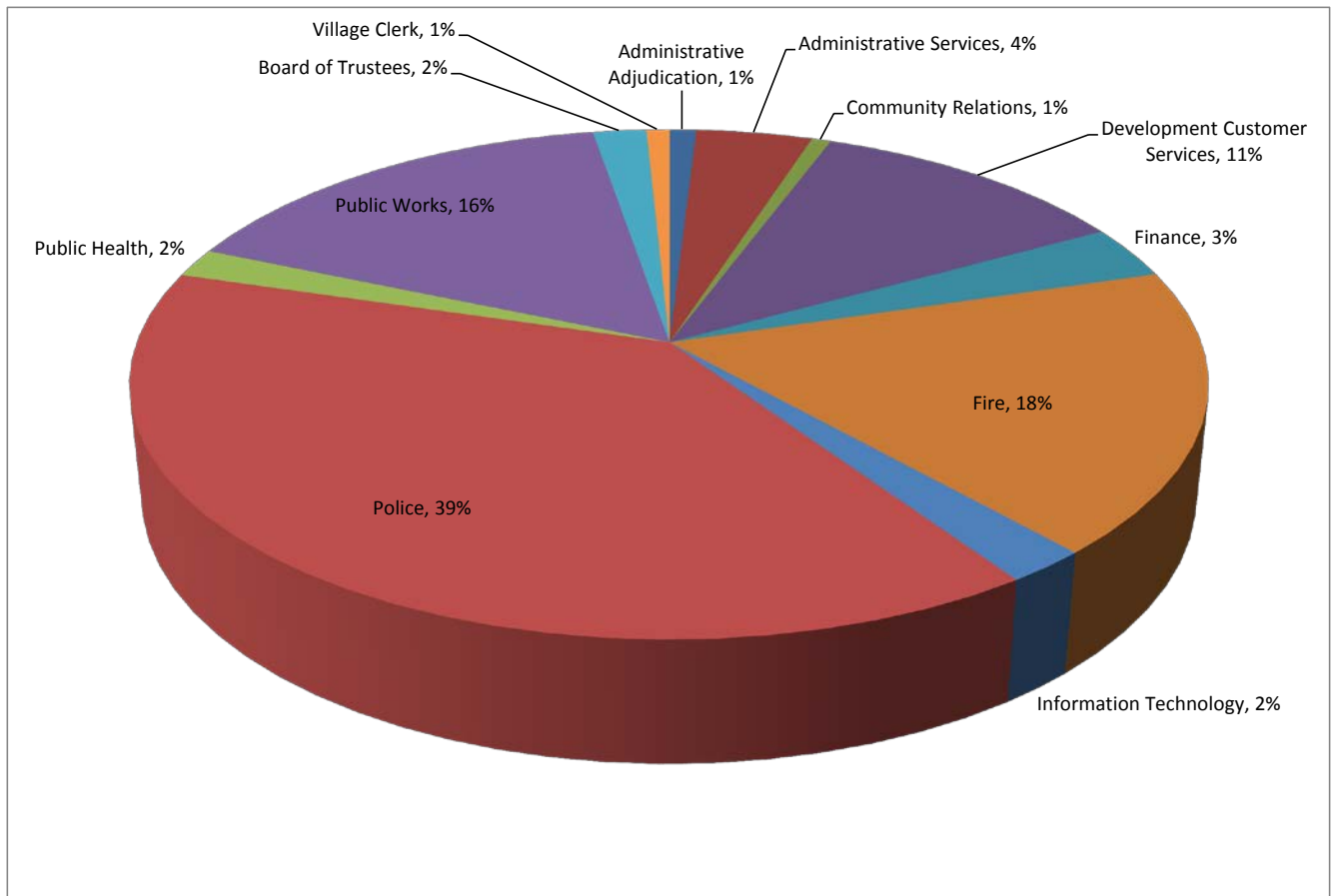
DEPARTMENT	DIVISION/SUB CATEGORY	POSITION	FY15	FY16	FY17	FY18
Adjudication	N/A	Adjudication Director	1.00	1.00	1.00	1.00
Adjudication	N/A	Executive Secretary	1.00	1.00	1.00	1.00
Adjudication	N/A	Hearing Clerk	1.00	1.00	1.00	1.00
Adjudication	N/A	Community Service Coordinator	-	-	-	0.50
<b>TOTAL ADMINISTRATIVE ADJUDICATION</b>			<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.50</b>
Administrative Services	Communications	Communications Director	1.00	1.00	1.00	1.00
Administrative Services	Communications	Communications & Social Media Coordinator	1.00	1.00	1.00	1.00
Administrative Services	Communications	Media Production Manager	1.00	1.00	1.00	1.00
SUBTOTAL			3.00	3.00	3.00	3.00
Administrative Services	Human Resources	Director/Asst. Village Manager	1.00	1.00	1.00	1.00
Administrative Services	Human Resources	Human Resources Generalist	0.50	1.00	2.00	2.00
Administrative Services	Human Resources	Human Resources Coordinator	-	-	-	1.00
Administrative Services	Human Resources	Claims Administrator	1.00	1.00	1.00	-
Administrative Services	Human Resources	Executive Secretary	1.00	-	-	-
Administrative Services	Human Resources	Administrative Secretary	1.00	1.00	0.50	-
SUBTOTAL			4.50	4.00	4.50	4.00
Administrative Services	Law	Village Attorney	1.00	1.00	1.00	1.00
Administrative Services	Law	Assistant Village Attorney	1.00	1.00	1.00	1.00
Administrative Services	Law	Legal Secretary	1.00	1.00	1.00	1.00
Administrative Services	Law	Legal/Adm Secretary	-	-	-	0.50
SUBTOTAL			3.00	3.00	3.00	3.50
Administrative Services	Village Manager Office	Village Manager	1.00	1.00	1.00	1.00
Administrative Services	Village Manager Office	Deputy Village Manager	1.00	1.00	1.00	1.00
Administrative Services	Village Manager Office	Assistant Village Manager	1.00	-	-	-
Administrative Services	Village Manager Office	Executive Coordinator	1.00	1.00	1.00	1.00
Administrative Services	Village Manager Office	Sustainability Coordinator	-	-	1.00	1.00
Administrative Services	Village Manager Office	Administrative Secretary	0.50	0.50	0.50	0.50
Administrative Services	Village Manager Office	Administrative Intern	0.25	0.25	0.25	0.25
SUBTOTAL			4.75	3.75	4.75	4.75
<b>TOTAL ADMINISTRATIVE SERVICES</b>			<b>15.25</b>	<b>13.75</b>	<b>15.25</b>	<b>15.25</b>
Community Relations	N/A	Community Relations Director	1.00	1.00	1.00	1.00
Community Relations	N/A	Community Relations Coordinator	-	1.00	1.00	1.00
Community Relations	N/A	Management Intern	-	0.50	0.50	0.50
<b>TOTAL COMMUNITY RELATIONS</b>			<b>1.00</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>
Development Customer Services	Administration	Development Customer Services Director	1.00	1.00	1.00	1.00
Development Customer Services	Administration	Development Cust. Services Assistant Director	-	-	-	1.00
Development Customer Services	Administration	Executive Secretary	1.50	1.50	1.50	1.50
SUBTOTAL			2.50	2.50	2.50	3.50
Development Customer Services	Business Services	Business Services Manager	1.00	1.00	1.00	1.00
Development Customer Services	Business Services	Business/License Officer	1.00	2.00	2.00	2.00
Development Customer Services	Business Services	Property Maintenance Inspector	1.00	-	-	-
SUBTOTAL			3.00	3.00	3.00	3.00
Development Customer Services	Community Planning	Urban Planner	1.00	1.00	1.00	1.00
Development Customer Services	Community Planning	Village Planner	1.00	1.00	1.00	1.00
Development Customer Services	Community Planning	Zoning Administrator	1.00	1.00	1.00	1.00
Development Customer Services	Community Planning	Summer Interns (2)	-	-	-	0.25
SUBTOTAL			3.00	3.00	3.00	3.25
Development Customer Services	Neighborhood Services	Neighborhood Services Manager	1.00	1.00	1.00	1.00
Development Customer Services	Neighborhood Services	Grants Supervisor	1.00	1.00	1.00	1.00
Development Customer Services	Neighborhood Services	Housing Programs Supervisor	1.00	-	-	-
Development Customer Services	Neighborhood Services	Neighborhood Services Supervisor	-	1.00	1.00	1.00



DEPARTMENT	DIVISION/SUB CATEGORY	POSITION	FY15	FY16	FY17	FY18
Development Customer Services	Neighborhood Services	Chief Property Standards Inspector	1.00	-	-	-
Development Customer Services	Neighborhood Services	Community Development Technician	1.00	1.00	1.00	1.00
Development Customer Services	Neighborhood Services	Property Maintenance Inspector	4.00	4.00	4.00	4.00
Development Customer Services	Neighborhood Services	Grants Coordinator	1.00	1.00	1.00	1.00
Development Customer Services	Neighborhood Services	Account Clerk II	1.00	1.00	1.00	1.00
SUBTOTAL			11.00	10.00	10.00	10.00
Development Customer Services	Permit Processing	Permit Processing Manager	1.00	1.00	1.00	1.00
Development Customer Services	Permit Processing	Permit Services Supervisor	1.00	1.00	1.00	1.00
Development Customer Services	Permit Processing	Plans Examiner	1.00	-	-	-
Development Customer Services	Permit Processing	Building Inspector	3.00	1.00	1.00	1.00
Development Customer Services	Permit Processing	Permit Customer Service Technician	3.50	3.50	3.50	3.50
SUBTOTAL			9.50	6.50	6.50	6.50
Development Customer Services	Parking Services	Parking Director	1.00	1.00	1.00	-
Development Customer Services	Parking Services	Parking Manager	-	-	-	1.00
Development Customer Services	Parking Services	Assistant Director	1.00	1.00	1.00	-
Development Customer Services	Parking Services	Parking Services Supervisor	1.00	1.00	1.00	1.00
Development Customer Services	Parking Services	Parking Restrictions Coordinator	1.00	1.00	1.00	1.00
Development Customer Services	Parking Services	Account Clerk II	1.00	1.00	1.00	1.00
Development Customer Services	Parking Services	Administrative Clerk	2.50	2.00	1.50	1.50
Development Customer Services	Parking Services	Parking Facilities Supervisor	2.00	2.00	2.00	2.00
Development Customer Services	Parking Services	Parking Meter Technician	3.00	3.00	3.00	3.00
Development Customer Services	Parking Services	Permit Services Supervisor	1.00	1.00	1.00	1.00
Development Customer Services	Parking Services	Parking Services Specialist	4.00	4.00	4.50	4.50
SUBTOTAL			17.50	17.00	17.00	16.00
<b>TOTAL DEVELOPMENT CUSTOMER SERVICES</b>			<b>46.50</b>	<b>42.00</b>	<b>42.00</b>	<b>42.25</b>
Finance	N/A	Chief Financial Officer	1.00	1.00	1.00	1.00
Finance	N/A	Deputy Chief Financial Officer	1.00	1.00	1.00	1.00
Finance	N/A	Budget & Financial Manager	1.00	1.00	1.00	1.00
Finance	N/A	Senior Accountant	1.00	1.00	1.00	1.00
Finance	N/A	Office Manager	-	1.00	1.00	1.00
Finance	N/A	Accountant	1.00	1.00	1.00	1.00
Finance	N/A	Executive Secretary	1.00	1.00	1.00	1.00
Finance	N/A	Records Coordinator	1.00	1.00	1.00	1.00
Finance	N/A	Account Clerk II	2.00	2.00	2.00	2.00
Finance	N/A	Cashier	2.50	2.50	2.50	2.50
<b>TOTAL FINANCE</b>			<b>11.50</b>	<b>12.50</b>	<b>12.50</b>	<b>12.50</b>
Fire	Administration	Fire Chief	1.00	1.00	1.00	1.00
Fire	Administration	Deputy Fire Chief - Community Services	-	1.00	1.00	1.00
Fire	Administration	Intern (Unpaid)	-	-	-	0.25
Fire	Administration	Deputy Fire Chief - Operations	1.00	1.00	1.00	1.00
Fire	Administration	Executive Secretary	1.00	1.00	1.00	1.00
SUBTOTAL			3.00	4.00	4.00	4.25
Fire	Operations	Battalion Chief	3.00	3.00	3.00	3.00
Fire	Operations	Lieutenant	12.00	12.00	12.00	12.00
Fire	Operations	Firefighter/Paramedic	45.00	45.00	45.00	48.00
SUBTOTAL			60.00	60.00	60.00	63.00
<b>TOTAL FIRE</b>			<b>63.00</b>	<b>64.00</b>	<b>64.00</b>	<b>67.25</b>
Information Technology	N/A	Director	1.00	1.00	1.00	1.00
Information Technology	N/A	Operations Manager	1.00	1.00	1.00	1.00
Information Technology	N/A	Network Specialist	2.00	2.00	2.00	2.00
Information Technology	N/A	Systems Analyst	3.00	3.00	3.00	3.00
Information Technology	N/A	Executive Secretary	1.00	1.00	1.00	-
Information Technology	N/A	IT Office Coordinator - title change 2017	-	-	-	1.00
<b>TOTAL INFORMATION TECHNOLOGY</b>			<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>
Police	Administration	Police Chief	1.00	1.00	1.00	1.00
Police	Administration	Deputy Chief	2.00	2.00	2.00	2.00
Police	Administration	Police Administrative Commander	1.00	1.00	1.00	1.00
Police	Administration	Police Officer (Research/Planning)	1.00	1.00	1.00	1.00

DEPARTMENT	DIVISION/SUB CATEGORY	POSITION	FY15	FY16	FY17	FY18
Police	Administration	Training Coordinator & Emergency Preparedness	1.00	1.00	1.00	1.00
Police	Administration	Office Manager/Budget Coordinator	1.00	1.00	-	1.00
Police	Administration	Court & Community Liaison	1.00	-	1.00	-
Police	Administration	CSO (Evidence/Detention Custodian)	1.00	1.00	1.00	1.00
Police	Administration	Executive Secretary	1.00	1.00	1.00	1.00
SUBTOTAL			10.00	9.00	9.00	9.00
Police	Field	Commander	2.00	3.00	3.00	3.00
Police	Field	Sergeant	15.00	15.00	14.00	14.00
Police	Field	Police Officer	63.00	65.00	65.00	68.00
Police	Field	Community Service Officer	6.00	6.00	6.00	6.00
Police	Field	Community Liaison Coordinator	1.00	1.00	-	-
Police	Field	Parking Enforcement Officer	13.00	10.00	10.00	10.00
Police	Field	Parking Enforcement Supervisor	1.00	-	-	-
SUBTOTAL			101.00	100.00	98.00	101.00
Police	Support	Commander	1.00	1.00	1.00	1.00
Police	Support	Sergeant	2.00	2.00	3.00	3.00
Police	Support	Police Officer	14.00	14.00	14.00	10.00
Police	Support	Police Officer (School Resource Officer)	3.00	3.00	3.00	3.00
Police	Support	Police Officer (Resident Beat Officer)	7.00	5.00	5.00	6.00
Police	Support	Police Officer (Neighborhood Resource Officer)	2.00	2.00	2.00	2.00
Police	Support	Police Officer (Walking Beat)	2.00	2.00	2.00	3.00
Police	Support	Crime Analyst	1.00	1.00	1.00	1.00
Police	Support	Evidence Custodian (Civilian)	-	-	1.00	-
Police	Support	Police Records Supervisor	1.00	1.00	1.00	1.00
Police	Support	Parking Advocate	2.00	2.00	2.00	2.00
Police	Support	Senior Police Records Clerk	2.00	2.00	2.00	2.00
Police	Support	Police Records Clerk	2.00	2.00	2.00	2.00
SUBTOTAL			39.00	37.00	39.00	36.00
TOTAL SWORN			115.00	116.00	116.00	117.00
TOTAL CIVILIAN			35.00	30.00	30.00	29.00
<b>TOTAL POLICE</b>			<b>150.00</b>	<b>146.00</b>	<b>146.00</b>	<b>146.00</b>
Public Health	N/A	Director	1.00	1.00	1.00	1.00
Public Health	N/A	Emergency Preparedness & Response Manager	1.00	-	-	-
Public Health	N/A	Public Health Nurse	2.00	1.00	1.00	1.00
Public Health	N/A	Sanitarian	2.00	2.00	2.00	2.00
Public Health	N/A	Environmental Supervisor	1.00	-	-	-
Public Health	N/A	Grants Coordinator	0.50	0.50	0.50	0.50
Public Health	N/A	Animal Control Officer	1.00	1.00	1.00	1.00
Public Health	N/A	Administrative Assistant	1.00	1.00	1.00	1.00
Public Health	N/A	Intern	0.50	0.25	0.25	0.25
<b>TOTAL PUBLIC HEALTH</b>			<b>10.00</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>
Public Works	Administration	Director	1.00	1.00	1.00	1.00
Public Works	Administration	Office Manager	1.00	1.00	1.00	1.00
Public Works	Administration	Administrative Secretary	4.00	4.00	4.00	4.00
Public Works	Administration	Seasonal Various	1.00	1.00	1.00	1.00
SUBTOTAL			7.00	7.00	7.00	7.00
Public Works	Building Maintenance	Superintendent	1.00	1.00	1.00	1.00
Public Works	Building Maintenance	Building Maintenance Contract Coordinator	-	1.00	1.00	1.00
SUBTOTAL			1.00	2.00	2.00	2.00
Public Works	Engineering	Village Engineer	1.00	1.00	1.00	1.00
Public Works	Engineering	Traffic Engineer	1.00	1.00	1.00	1.00
Public Works	Engineering	Assistant Village Engineer	1.00	1.00	1.00	1.00
Public Works	Engineering	Civil Engineer II	2.00	3.00	3.00	3.00
Public Works	Engineering	Engineering Technician II	-	1.00	1.00	2.00
Public Works	Engineering	Civil Engineer I	1.00	-	-	-
Public Works	Engineering	Engineering Technician I	3.00	2.00	2.00	1.00
SUBTOTAL			9.00	9.00	9.00	9.00
Public Works	Environmental Services	Environmental Services Manager	1.00	1.00	1.00	1.00
Public Works	Environmental Services	Environmental Services Control Officer	1.00	1.00	1.00	1.00
SUBTOTAL			2.00	2.00	2.00	2.00

DEPARTMENT	DIVISION/SUB CATEGOR	POSITION	FY15	FY16	FY17	FY18
Public Works	Fleet	Crew Chief	1.00	1.00	1.00	1.00
Public Works	Fleet	Superintendent	1.00	1.00	1.00	1.00
Public Works	Fleet	Sr. Fleet Automotive Service & Body Technician	1.00	1.00	1.00	1.00
Public Works	Fleet	Parts Supervisor	1.00	1.00	1.00	1.00
Public Works	Fleet	Parts Attendant	1.00	1.00	1.00	1.00
Public Works	Fleet	Fleet Automotive Service Technician	5.00	5.00	4.00	5.00
Public Works	Fleet	Fleet Autobody Technician	-	-	1.00	-
SUBTOTAL			10.00	10.00	10.00	10.00
Public Works	Forestry	Maintenance Crew Chief	1.00	1.00	1.00	1.00
Public Works	Forestry	Village Forester	1.00	1.00	1.00	1.00
Public Works	Forestry	Forestry Technician II	4.00	4.00	4.00	4.00
Public Works	Forestry	Forestry Technician I	-	-	-	-
SUBTOTAL			6.00	6.00	6.00	6.00
Public Works	Streets/Lighting	Streets Superintendent	1.00	1.00	1.00	1.00
Public Works	Streets/Lighting	Street Supervisor	1.00	1.00	1.00	1.00
Public Works	Streets/Lighting	Senior Electrician	1.00	1.00	-	1.00
Public Works	Streets/Lighting	Sr. Sign & Marking Technician	1.00	1.00	1.00	1.00
Public Works	Streets/Lighting	Equipment Operator	6.00	6.00	6.00	6.00
Public Works	Streets/Lighting	Electrician	1.00	1.00	2.00	1.00
SUBTOTAL			11.00	11.00	11.00	11.00
Public Works	Water/Sewer	Superintendent	1.00	1.00	1.00	1.00
Public Works	Water/Sewer	Water & Sewer Supervisor	1.00	1.00	1.00	1.00
Public Works	Water/Sewer	Sr. Pump Operator	1.00	1.00	1.00	1.00
Public Works	Water/Sewer	Water/Sewer Worker II	8.00	4.00	4.00	3.00
Public Works	Water/Sewer	Water/Sewer Worker I	-	4.00	3.00	4.00
Public Works	Water/Sewer	Pump Operator	1.00	1.00	2.00	2.00
Public Works	Water/Sewer	Meter Reader	0.50	0.50	0.50	0.50
SUBTOTAL			12.50	12.50	12.50	12.50
<b>TOTAL PUBLIC WORKS</b>			<b>58.50</b>	<b>59.50</b>	<b>59.50</b>	<b>59.50</b>
Village Board of Trustees	N/A	Village President	1.00	1.00	1.00	1.00
Village Board of Trustees	N/A	Trustee	6.00	6.00	6.00	6.00
<b>TOTAL BOARD OF TRUSTEES</b>			<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
Village Clerk	N/A	Village Clerk	1.00	1.00	1.00	1.00
Village Clerk	N/A	Deputy Village Clerk	1.00	1.00	1.00	1.00
Village Clerk	N/A	Sr. Administrative Clerk	1.00	1.00	1.00	1.00
<b>TOTAL VILLAGE CLERK</b>			<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>TOTAL- ALL DEPARTMENTS</b>			<b>376.75</b>	<b>368.00</b>	<b>369.50</b>	<b>373.50</b>



<u>Department</u>	<u>FTE</u>	<u>%</u>
Administrative Adjudication	3.50	1%
Administrative Services	15.25	4%
Community Relations	2.50	1%
Development Customer Services	42.25	11%
Finance	12.50	3%
Fire	67.25	18%
Information Technology	8.00	2%
Police	146.00	39%
Public Health	6.75	2%
Public Works	59.50	16%
Board of Trustees	7.00	2%
Village Clerk	3.00	1%
 Total FTEs	 <u>373.50</u>	

Village of Oak Park  
Economic Incentive Summary  
Fiscal Year 2018

<u>Payee</u>	<u>Incentive Description</u>	<u>Fund</u>	<u>FY17 Projected Expense</u>	<u>FY18 Budgeted Expense</u>	<u>GL#</u>
Gugly	Years 1-4, 100% of municipal sales (1% ROT and 1% HR Sales) and 3% local liquor tax to developer; Years 5-7, 50% of municipal sales and local liquor tax to developer. Incentive capped at \$50K/year.	General	-	50,000	1001.46260.101.530649
Sherwin Williams	60% 1% ROT and 1% HR sales tax to developer capped at a cumulative \$75K	General	-	15,000	1001.46260.101.530649
Autobarn	After surpassing \$50M in cumulative revenue, VOP and Developer share equally 1% ROT and 1% HR sales tax for a six year period. No incentive ceiling/cap.	General	15,000	150,000	1001.46260.101.530649
Clark Street RDA	Annual \$200K sales tax revenue base to VOP. Sales tax revenue (1% ROT and 1% HR) above \$200K for calendar year 100% allocated to developer. Incentive capped at a cumulative \$750K	General	-	50,000	1001.46260.101.530649
Totals			<u>15,000</u>	<u>265,000</u>	

Village of Oak Park  
Partner Agency (Non-Profit) Funding Summary  
FY2018

<u>Agency Name</u>	<u>GL Account</u>	<u>Actual FY13</u>	<u>Actual FY14</u>	<u>Actual FY15</u>	<u>Actual FY16</u>	<u>Budget FY17</u>	<u>Budget FY18</u>
Oak Park Regional Housing Center- Programatic Subsidy	1001.46206.240.585652	425,000	425,000	475,000	425,000	425,000	425,000
Oak Park Regional Housing Center- CDBG Funding	2083.46201.101.583608	-	-	-	-	96,000	94,402
Oak Park Regional Housing Center- CDBG Funding	2083.46201.101.550689	200,000	181,428	180,178	166,000	75,000	60,905
<b>SUBTOTAL</b>		<b>625,000</b>	<b>606,428</b>	<b>655,178</b>	<b>591,000</b>	<b>596,000</b>	<b>580,307</b>
Oak Park Residence Corporation- Programatic Subsidy	1001.46206.280.585652	25,000	35,000	35,000	35,000	35,000	35,000
Oak Park Housing Authority- Programatic Subsidy	1001.46206.230.585652	25,000	25,000	35,000	35,000	35,000	35,000
Visit Oak Park- Programatic Subsidy	1001.46260.231.585652	70,000	70,000	57,500	57,500	57,500	37,500
Visit Oak Park- Hotel Motel Tax Revenues	1001.46260.231.585652	155,000	153,000	155,000	155,000	155,000	175,000
<b>SUBTOTAL</b>		<b>225,000</b>	<b>223,000</b>	<b>212,500</b>	<b>212,500</b>	<b>212,500</b>	<b>212,500</b>
Oak Park River Forest Chamber of Commerce	1001.46205.101.530667	-	-	-	100,000	100,000	100,000
Oak Park Arts Council- Programatic Subsidy Oper Support	1001.46205.233.585652	79,750	71,752	76,800	76,800	82,000	82,000
Oak Park Arts Council- Programatic Subsidy Art Funding	1001.46205.233.585652	25,000	25,000	25,000	25,000	25,000	25,000
Oak Park Arts Council- Programatic Subsidy Off the Wall	1001.46205.233.585652	15,000	27,000	27,000	27,000	32,500	32,500
Oak Park Arts Council- Mini Mural	1001.46205.233.585652	20,000	20,000	20,000	20,000	100,000	100,000
<b>SUBTOTAL</b>		<b>139,750</b>	<b>143,752</b>	<b>148,800</b>	<b>148,800</b>	<b>239,500</b>	<b>239,500</b>
Oak Park Economic Development- Programatic Subsidy	1001.46260.231.585652	300,000	-	721,500	721,500	721,500	721,500
Oak Park Economic Development- Interest Subsidy	N/A		-	-	-	-	-
Oak Park Economic Development- Non TIF	N/A	30,000	-	-	-	-	-
Oak Park Economic Development- Downtown TIF	N/A	50,000	50,000	-	-	-	-
<b>SUBTOTAL</b>		<b>380,000</b>	<b>50,000</b>	<b>721,500</b>	<b>721,500</b>	<b>721,500</b>	<b>721,500</b>
Downtown Oak Park	2081.41300.101.530667	410,995	673,583	667,926	676,083	650,000	700,000
<b>TOTAL ALL OUTSIDE PARTNER AGENCY SUPPORT</b>		<b>1,830,745</b>	<b>1,756,763</b>	<b>2,475,904</b>	<b>2,519,883</b>	<b>2,589,500</b>	<b>2,623,807</b>

Village of Oak Park  
Inter-Fund Transfer Schedule  
2018 Budget

SORTED BY REVENUE FUND

	Transfer					Transfer					Transfer				
	<u>Revenue Fund</u>				<u>In</u>				<u>Expenditure Fund</u>					<u>Out</u>	
General Fund	1001	41300	101	491438	1,336,000	Motor Fuel Tax Fund	2038	41300	101	591801	(1,336,000)				
Special Service Area #1 Fund	2081	41300	101	491498	355,000	Downtown Oak Park TIF Fund	2098	41300	101	591890	(355,000)				
Sustainability Fund	2310	41300	101	491455	150,000	Environmental Services Fund	5055	41300	101	591890	(150,000)				
Building Improvement Fund	3012	41300	101	491495	1,267,250	Capital Fund	3095	41300	101	591812	(1,267,250)				
Equipment Replacement Fund	3029	41300	101	491495	830,557	Capital Fund	3095	41300	101	591829	(830,557)				
Fleet Replacement Fund	3032	43900	101	491424	300,000	Federal RICO Fund	2024	42400	101	591832	(300,000)				
Fleet Replacement Fund	3032	41300	101	491495	1,328,903	Capital Fund	3095	41300	101	591832	(1,328,903)				
Capital Improvement Fund	3095	43780	101	491401	1,336,000	General Fund	1001	41300	101	591895	(1,336,000)				
Capital Fund	3095	41300	101	491425	4,890,820	Debt Service Fund	4025	41300	199	591812	(4,890,820)				
Debt Service Fund	4025	41300	101	491401	500,000	General Fund	1001	41300	101	591825	(500,000)				
Debt Service Fund	4025	41300	101	491455	280,000	Environmental Services Fund	5055	41300	101	591890	(280,000)				
Earth Fest Fund	5057	43760	101	491499	4,000	Environmental Services Fund	5055	41300	101	591890	(4,000)				
Parking Fund	5060	41300	101	491401	40,000	General Fund	1001	41300	101	591860	(40,000)				
Self-Insured Retention Fund	6026	41300	101	491401	1,000,000	General Fund	1001	41300	101	591826	(1,000,000)				
Self-Insured Retention Fund	6026	41300	101	491440	1,000,000	Water and Sewer Fund	5040	41300	101	591826	(1,000,000)				
Self-Insured Retention Fund	6026	41300	101	491460	1,000,000	Parking Fund	5060	41300	101	591826	(1,000,000)				
Health Insurance Fund	6028	41080	101	440499	5,417,242	General Fund	1001	HEALTH INS.	520521	(5,417,242)					
Health Insurance Fund	6028	41080	101	440499	83,973	Capital Improvement Fund	3095	HEALTH INS.	520521	(83,973)					
Health Insurance Fund	6028	41080	101	440499	256,320	Water and Sewer Fund	5040	HEALTH INS.	520521	(256,320)					
Health Insurance Fund	6028	41080	101	440499	53,013	Environmental Services Fund	5055	HEALTH INS.	520521	(53,013)					
Health Insurance Fund	6028	41080	101	440499	230,215	Parking Fund	5060	HEALTH INS.	520521	(230,215)					
Health Insurance Fund	6028	41080	101	440499	22,749	Self Insured Retention Fund	6026	HEALTH INS.	520521	(22,749)					
TOTAL TRANSFERS BUDGETED 2018					<u>21,682,042</u>						<u>(21,682,042)</u>				

SORTED BY EXPENDITURE FUND

	Transfer					Transfer					Transfer				
	<u>Revenue Fund</u>				<u>In</u>				<u>Expenditure Fund</u>					<u>Out</u>	
Parking Fund	5060	41300	101	491401	40,000	General Fund	1001	41300	101	591860	(40,000)				
Debt Service Fund	4025	41300	101	491401	500,000	General Fund	1001	41300	101	591825	(500,000)				
Self-Insured Retention Fund	6026	41300	101	491401	1,000,000	General Fund	1001	41300	101	591826	(1,000,000)				
Health Insurance Fund	6028	41080	101	440499	5,417,242	General Fund	1001	HEALTH INS.	520521	(5,417,242)					
Capital Improvement Fund	3095	43780	101	491401	1,336,000	General Fund	1001	41300	101	591895	(1,336,000)				
Fleet Replacement Fund	3032	43900	101	491424	300,000	Federal RICO Fund	2024	42400	101	591832	(300,000)				
General Fund	1001	41300	101	491438	1,336,000	Motor Fuel Tax Fund	2038	41300	101	591801	(1,336,000)				
Special Service Area #1 Fund	2081	41300	101	491498	355,000	Downtown Oak Park TIF Fund	2098	41300	101	591890	(355,000)				
Building Improvement Fund	3012	41300	101	491495	1,267,250	Capital Fund	3095	41300	101	591812	(1,267,250)				
Equipment Replacement Fund	3029	41300	101	491495	830,557	Capital Fund	3095	41300	101	591829	(830,557)				
Fleet Replacement Fund	3032	41300	101	491495	1,328,903	Capital Fund	3095	41300	101	591832	(1,328,903)				
Health Insurance Fund	6028	41080	101	440499	83,973	Capital Improvement Fund	3095	HEALTH INS.	520521	(83,973)					
Capital Fund	3095	41300	101	491425	4,890,820	Debt Service Fund	4025	41300	199	591812	(4,890,820)				
Self-Insured Retention Fund	6026	41300	101	491440	1,000,000	Water and Sewer Fund	5040	41300	101	591826	(1,000,000)				
Health Insurance Fund	6028	41080	101	440499	256,320	Water and Sewer Fund	5040	HEALTH INS.	520521	(256,320)					
Sustainability Fund	2310	41300	101	491455	150,000	Environmental Services Fund	5055	41300	101	591890	(150,000)				
Debt Service Fund	4025	41300	101	491455	280,000	Environmental Services Fund	5055	41300	101	591890	(280,000)				
Earth Fest Fund	5057	43760	101	491499	4,000	Environmental Services Fund	5055	41300	101	591890	(4,000)				
Health Insurance Fund	6028	41080	101	440499	53,013	Environmental Services Fund	5055	HEALTH INS.	520521	(53,013)					
Self-Insured Retention Fund	6026	41300	101	491460	1,000,000	Parking Fund	5060	41300	101	591826	(1,000,000)				
Health Insurance Fund	6028	41080	101	440499	230,215	Parking Fund	5060	HEALTH INS.	520521	(230,215)					
Health Insurance Fund	6028	41080	101	440499	22,749	Self Insured Retention Fund	6026	HEALTH INS.	520521	(22,749)					
TOTAL TRANSFERS BUDGETED 2018					<u>21,682,042</u>						<u>(21,682,042)</u>				

Village of Oak Park  
Net Revenues- All Funds  
Excludes Interfund Transfers-In

			Fiscal Year 2018	Less	Fiscal Year 2018
Fund	Fund	Fund	Revenues	Interfund	Revenues
<u>Name</u>	<u>Type</u>	<u>#</u>	<u>Gross</u>	<u>Xfers-In</u>	<u>Net</u>
General Fund	General	1001	64,010,013	(1,336,000)	62,674,013
Bullet Proof Vest Grant	Special Revenue	2200	7,500	-	7,500
Community Dev Block Grant	Special Revenue	2083	1,842,537	-	1,842,537
Community Dev Loan	Special Revenue	2020	175,000	-	175,000
Cook County Lead Hazard Grant	Special Revenue	2079	80,000	-	80,000
Downtown TIF	Special Revenue	2098	10,102,500	-	10,102,500
Earth Fest	Special Revenue	5057	7,000	(4,000)	3,000
Emergency Solutions Grant	Special Revenue	2080	136,947	-	136,947
Farmers Market	Special Revenue	2027	26,300	-	26,300
State RICO	Special Revenue	2021	-	-	-
Federal RICO	Special Revenue	2024	165,000	-	165,000
Foreign Fire Insurance	Special Revenue	2014	95,000	-	95,000
Health Grants	Special Revenue	Var	326,637	-	326,637
Madison St. TIF	Special Revenue	2072	2,122,500	-	2,122,500
Motor Fuel Tax	Special Revenue	2038	1,336,000	-	1,336,000
Section 108 Loan Fund	Special Revenue	2088	3,000,000	-	3,000,000
SSA#1	Special Revenue	2081	757,650	(355,000)	402,650
SSA#7	Special Revenue	2090	7,500	-	7,500
Sustainability Fund	Special Revenue	2310	550,000	(150,000)	400,000
Travel, Training & Wellness	Special Revenue	1050	40,000	-	40,000
Building Improvement Fund	Capital Improvement	3012	1,267,250	(1,267,250)	-
Equipment Replacement Fund	Capital Improvement	3029	830,557	(830,557)	-
Fleet Replacement Fund	Capital Improvement	3032	1,628,903	(1,628,903)	-
General Improvement Fund	Capital Improvement	3095	11,653,562	(6,226,820)	5,426,742
Colt Westgate Redevelopment	Capital Improvement	4002	-	-	-
South & Harlem Redevelopment	Capital Improvement	4003	-	-	-
Environmental Services Fund	Enterprise	5055	4,175,525	-	4,175,525
Parking Fund	Enterprise	5060	7,053,350	(40,000)	7,013,350
Water/Sewer Fund	Enterprise	5040	18,293,000	-	18,293,000
Debt Service Fund	Internal Service	4025	10,781,135	(780,000)	10,001,135
Health Insurance Fund	Internal Service	6028	8,316,512	(6,063,512)	2,253,000
Self Insured Retention Fund	Internal Service	6026	3,000,000	(3,000,000)	-
Firefighters' Pension Fund	Fiduciary	7023	6,947,679	-	6,947,679
Police Pension Fund	Fiduciary	7022	8,520,687	-	8,520,687
			<u>167,256,244</u>	<u>(21,682,042)</u>	<u>145,574,202</u>



Village of Oak Park  
Net Expenditures/Expenses- All Funds  
Excludes Interfund Transfers-Out

			Fiscal Year 2018	Plus	Fiscal Year 2018
Fund	Fund	Fund	Expenditures	Interfund	Expenditures
<u>Name</u>	<u>Type</u>	<u>#</u>	<u>Gross</u>	<u>Xfers Out</u>	<u>Net</u>
General Fund	General	1001	(63,920,013)	8,293,242	(55,626,771)
Bullet Proof Vest Grant	Special Revenue	2200	(7,500)	-	(7,500)
Community Dev Block Grant	Special Revenue	2083	(1,842,537)	-	(1,842,537)
Community Dev Loan	Special Revenue	2020	(175,000)	-	(175,000)
Cook County Lead Hazard Grant	Special Revenue	2079	(80,000)	-	(80,000)
Downtown TIF	Special Revenue	2098	(10,102,500)	355,000	(9,747,500)
Earth Fest	Special Revenue	5057	(5,000)	-	(5,000)
Emergency Solutions Grant	Special Revenue	2080	(136,947)	-	(136,947)
Farmers Market	Special Revenue	2027	(47,570)	-	(47,570)
State RICO	Special Revenue	2021	-	-	-
Federal RICO	Special Revenue	2024	(300,000)	300,000	-
Foreign Fire Insurance	Special Revenue	2014	(122,000)	-	(122,000)
Health Grants	Special Revenue	Var	(326,637)	-	(326,637)
Madison St. TIF	Special Revenue	2072	(6,800,000)	-	(6,800,000)
Motor Fuel Tax	Special Revenue	2038	(1,336,000)	1,336,000	-
Section 108 Loan Fund	Special Revenue	2088	(3,000,000)	-	(3,000,000)
SSA#1	Special Revenue	2081	(700,000)	-	(700,000)
SSA#7	Special Revenue	2090	(7,500)	-	(7,500)
Sustainability Fund	Special Revenue	2310	(182,698)	-	(182,698)
Travel, Training & Wellness	Special Revenue	1050	(40,000)	-	(40,000)
Building Improvement Fund	Capital Improvement	3012	(1,267,250)	-	(1,267,250)
Equipment Replacement Fund	Capital Improvement	3029	(830,557)	-	(830,557)
Fleet Replacement Fund	Capital Improvement	3032	(1,628,903)	-	(1,628,903)
General Improvement Fund	Capital Improvement	3095	(15,413,100)	3,510,683	(11,902,417)
Colt Westgate Redevelopment	Capital Improvement	4002	-	-	-
South & Harlem Redevelopment	Capital Improvement	4003	-	-	-
Environmental Services Fund	Enterprise	5055	(4,137,274)	487,013	(3,650,261)
Parking Fund	Enterprise	5060	(8,895,272)	1,230,215	(7,665,057)
Water/Sewer Fund	Enterprise	5040	(15,093,139)	1,256,320	(13,836,819)
Debt Service Fund	Internal Service	4025	(10,689,017)	4,890,820	(5,798,197)
Health Insurance Fund	Internal Service	6028	(7,527,000)	-	(7,527,000)
Self Insured Retention Fund	Internal Service	6026	(1,806,697)	22,749	(1,783,948)
Firefighters' Pension Fund	Fiduciary	7023	(6,515,000)	-	(6,515,000)
Police Pension Fund	Fiduciary	7022	(7,901,000)	-	(7,901,000)
			<u>(170,836,111)</u>	<u>21,682,042</u>	<u>(149,154,069)</u>

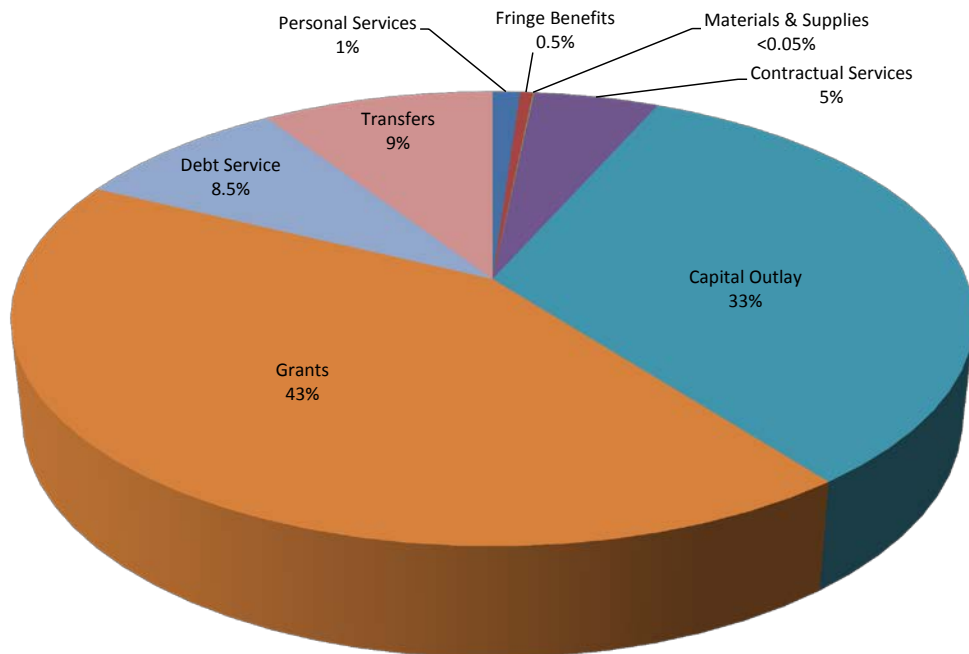
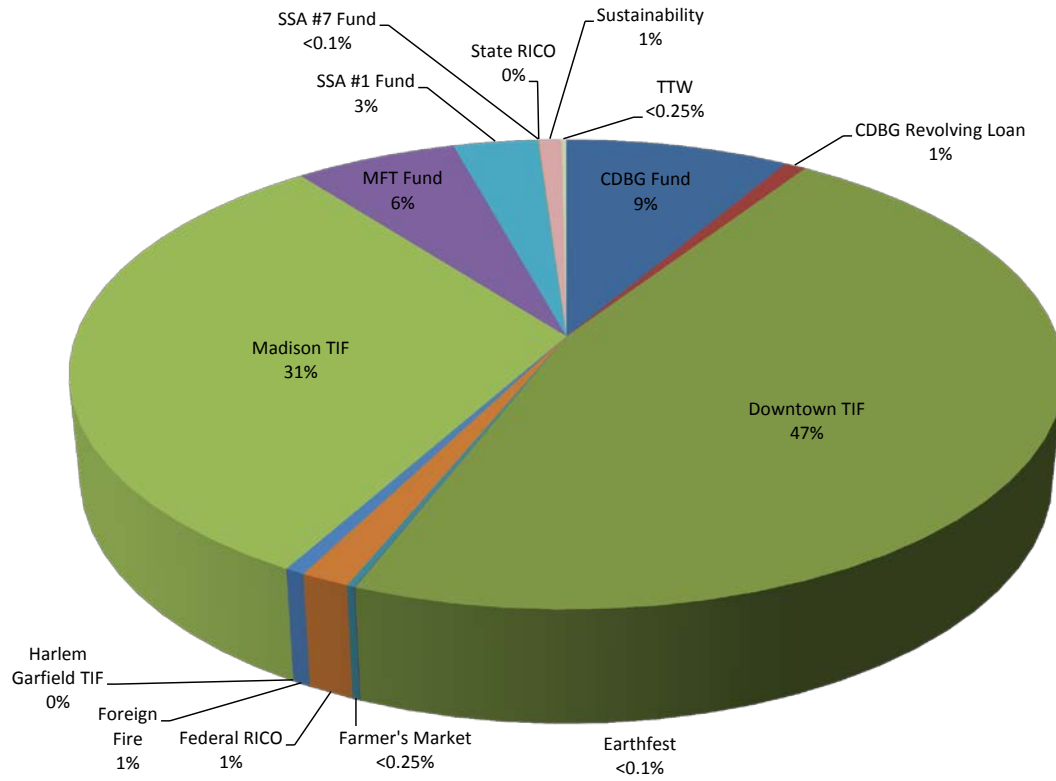
Village of Oak Park  
Debt Service Summary  
Fiscal Year 2018

Debt Description	Principal Acct#	Interest Acct#	Fund Allocation	Notes	Prior Year (TY16) Gross Levy Excludes Abatement	TY17 Automatic County Levy (Revenue)	Less TY17 Abatements	TY17 Adjusted County Levy (Revenue)	2018 Principal Expense	2018 Interest Expense
Pan American Bank	1001.46260.101.581807	1001.46260.101.581808	100% General	Volvo Incentive	-	-	-	-	166,031	7,052
CBOPRF	1001.46260.101.581807	1001.46260.101.581808	100% General	Pete's Incentive	-	-	-	-	483,119	14,845
SUBTOTAL					-	-	-	-	649,149	21,897
GO 2011A	2098.41300.158.581801	2098.41300.158.581802	100% D/T TIF	South Marion St. Construction	694,550	698,550	(698,550)	-	640,000	46,550
Revenue Bond 2006C	2098.41300.182.581801	2098.41300.181.581802	100% D/T TIF	Holley Ct Garage Expansion	-	-	-	-	820,000	351,163
SUBTOTAL					694,550	698,550	(698,550)	-	1,460,000	397,713
Huntington Bank	3032.43900.851.570752	3032.43900.851.570751	100% Fleet Replacement	Fire Truck	-	-	-	-	77,886	16,971
Republic Bank	3032.43900.851.570752	3032.43900.851.570751	100% Fleet Replacement	Fire Truck	-	-	-	-	94,353	4,909
Huntington Bank	3032.43900.851.570752	3032.43900.851.570751	100% Fleet Replacement	Ambulance	-	-	-	-	67,926	3,857
SUBTOTAL					-	-	-	-	240,165	25,738
GO 2006A	4025.41300.176.581801	4025.41300.176.581802	100% Debt Service	PW Facility/Streetscape	219,188	-	-	-	-	-
GO 2007	4025.41300.174.581801	4025.41300.174.581802	100% Debt Service	Streetscape	470,200	455,000	-	455,000	400,000	55,000
GO 2007A	4025.41300.185.581801	4025.41300.185.581802	100% Debt Service	Refunded GO 2000/2001	1,011,400	1,006,800	(935,147)	71,653	895,000	111,800
GO 2011B	4025.41300.159.581801	4025.41300.159.581802	41.6% Debt Service; 58.4% Water	Refunded 2004B and Water Portion Marion St.	81,274	80,899	-	80,899	12,480	68,606
GO 2012A	4025.41300.148.581801	4025.41300.148.581802	75.9% Debt Service; 24.1% Water	Refunded 2005A/2006A	739,418	897,669	-	897,669	796,950	100,719
GO 2015A	4025.41300.160.581801	4025.41300.160.581802	100% Debt Service	Refunded 2005B	984,150	991,550	-	991,550	650,000	341,550
GO 2015B	4025.41300.154.581801	4025.41300.154.581802	100% Debt Service	Street/Alley & Equipment Purchases	681,888	689,888	(614,000)	75,888	420,000	269,888
GO 2016A	4025.41300.145.581801	4025.41300.145.581802	100% Debt Service	Refunded 2006B	640,119	640,119	-	640,119	-	640,119
GO 2016B	4025.41300.146.581801	4025.41300.146.581802	100% Debt Service	OP Station Garage Construction	215,703	135,995	-	135,995	-	135,995
GO 2016C	4025.41300.147.581801	4025.41300.147.581802	100% Debt Service	OP Station Streetscape	100,976	63,663	-	63,663	-	63,663
GO 2016D	4025.41300.139.581801	4025.41300.139.581802	100% Debt Service	Street/Alley & Equipment Purchases	305,281	305,281	(174,000)	131,281	-	305,281
GO 2017A <b>ESTIMATED</b>	4025.41300.150.581801	4025.41300.150.581802	100% Debt Service	Street/Alley & Various CIP	-	475,646	-	475,646	-	475,646
SUBTOTAL					5,449,597	5,742,509	(1,723,147)	4,019,362	3,174,430	2,568,267
GO 2010C	5040.41300.157.581801	5040.41300.157.581802	29.3% Water; 70.7% Parking	Refunded Water/Parking Rev Bonds	503,608	505,600	(505,600)	-	445,360	60,241
GO 2011B	5040.41300.159.581801	5040.41300.159.581802	41.6% Debt Service; 58.4% Water	Refunded 2004B and Water Portion Marion St.	114,095	113,570	(113,570)	(0)	17,520	96,313
GO 2012A	5040.41300.148.581801	5040.41300.148.581802	75.9% Debt Service; 24.1% Water	Refunded 2005A/2006A	234,782	285,031	(285,031)	(0)	253,050	31,981
SUBTOTAL					852,485	904,200	(904,201)	(1)	715,930	188,534
GO 2010C	5060.41300.157.581801	5060.41300.157.581802	29.3% Water; 70.7% Parking	Refunded Water/Parking Rev Bonds	1,215,192	1,220,000	(1,220,000)	-	1,074,640	145,359
GO 2010E	5060.41300.140.581801	5060.41300.140.581802	100% Parking	Lake & Forest Garage	329,204	769,131	(769,131)	0	410,000	359,131
					1,544,396	1,989,131	(1,989,131)	0	1,484,640	504,490
Totals					8,541,028	9,334,390	(5,315,029)	4,019,361	7,724,315	3,706,638

Village of Oak Park  
Property Tax Levy Comparison  
FY17 (TY16) to FY18 (TY17)

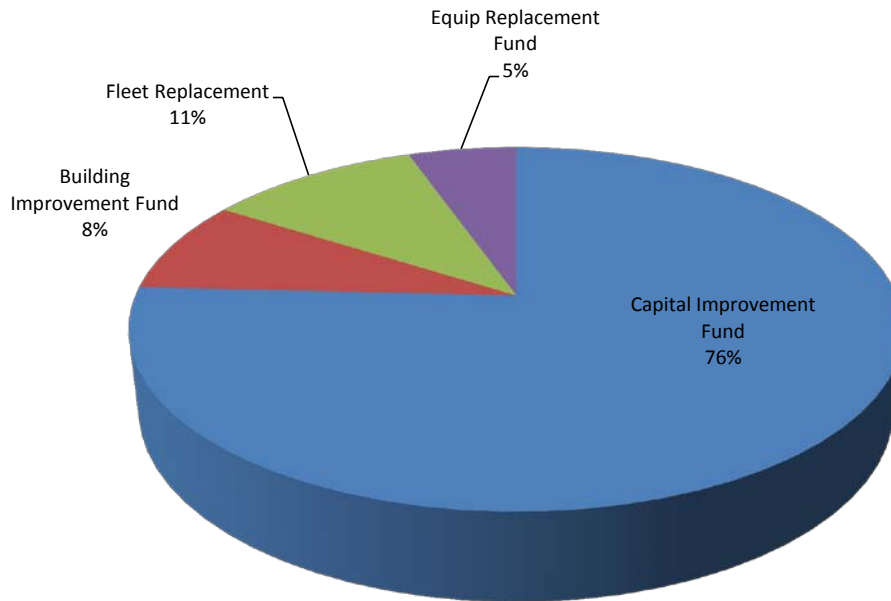
		FINAL			REQUESTED BUDGET		
	Agency #	TY16 Levy	TY16 Loss	TY16 Total Levy	TY17 Levy	TY17 Loss	TY17 Total Levy
Corporate	03-0920-000	15,232,408	456,972	15,689,380	20,950,000	628,500	21,578,500
Debt Service	03-0920-000	4,510,100	225,505	4,735,605	4,019,362	200,968	4,220,330
Police Pension	03-0920-000	4,940,474	148,214	5,088,688	5,470,687	164,121	5,634,808
Fire Pension	03-0920-000	5,601,488	168,045	5,769,533	5,277,679	158,330	5,436,009
SUBTOTAL		30,284,470	998,736	31,283,206	35,717,728	1,151,919	36,869,647
EAV		1,386,653,517	1,386,653,517	1,386,653,517	1,663,984,220	1,663,984,220	1,663,984,220
Tax Rate %		2.184%	0.072%	2.256%	2.147%	0.069%	2.216%
SSA#1	03-0920-100	180,000	5,400	185,400	402,000	12,060	414,060
EAV		20,610,129	20,610,129	20,610,129	24,732,155	24,732,155	24,732,155
Tax Rate %		0.873%	0.026%	0.900%	1.625%	0.049%	1.674%
SSA#7	03-0920-106	7,000	210	7,210	7,500	225	7,725
EAV		4,252,985	4,252,985	4,252,985	5,103,582	5,103,582	5,103,582
Tax Rate %		0.165%	0.005%	0.170%	0.147%	0.004%	0.151%
TOTAL ALL		30,471,470	1,004,346	31,475,816	36,127,228	1,164,204	37,291,432

# Village of Oak Park Special Revenue Funds

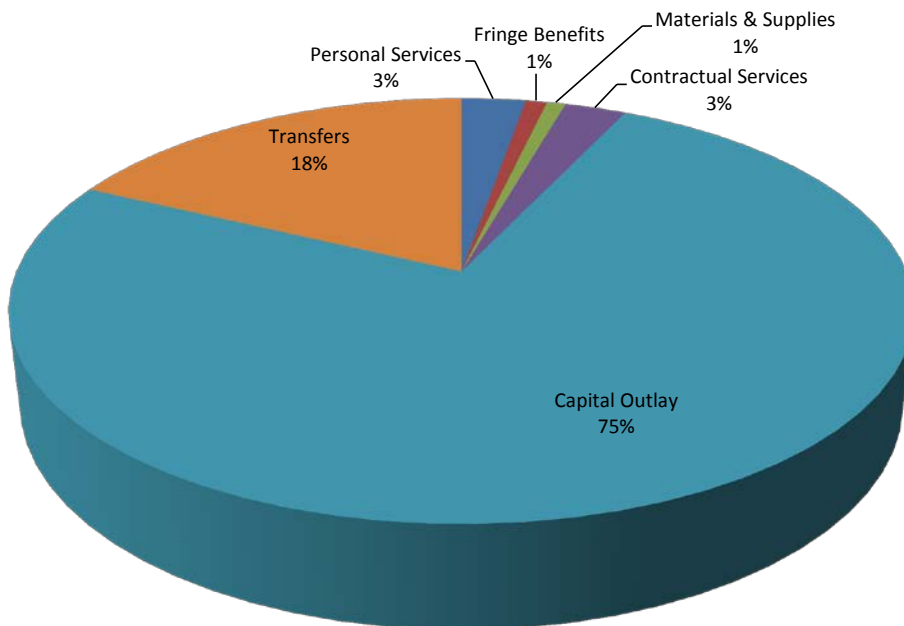


**Village of Oak Park  
Capital Improvement Funds**

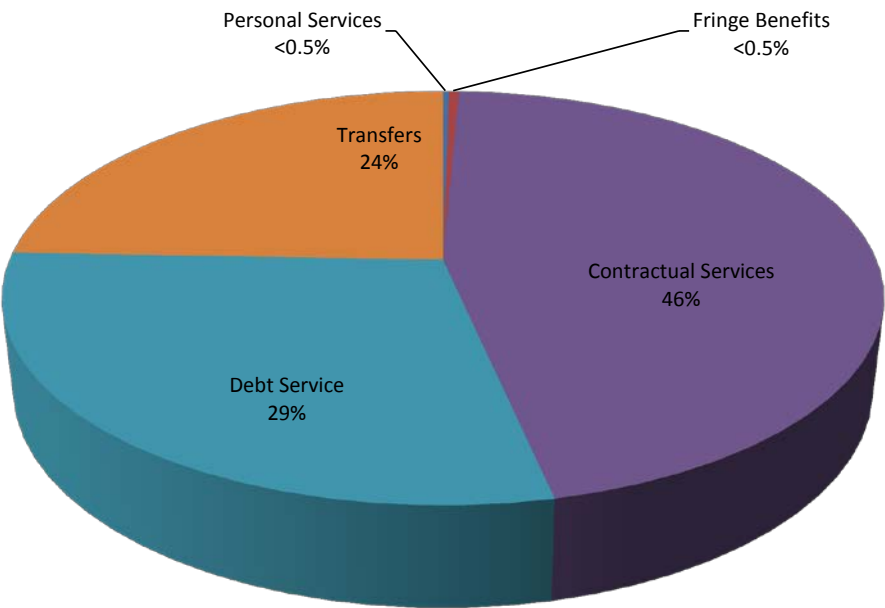
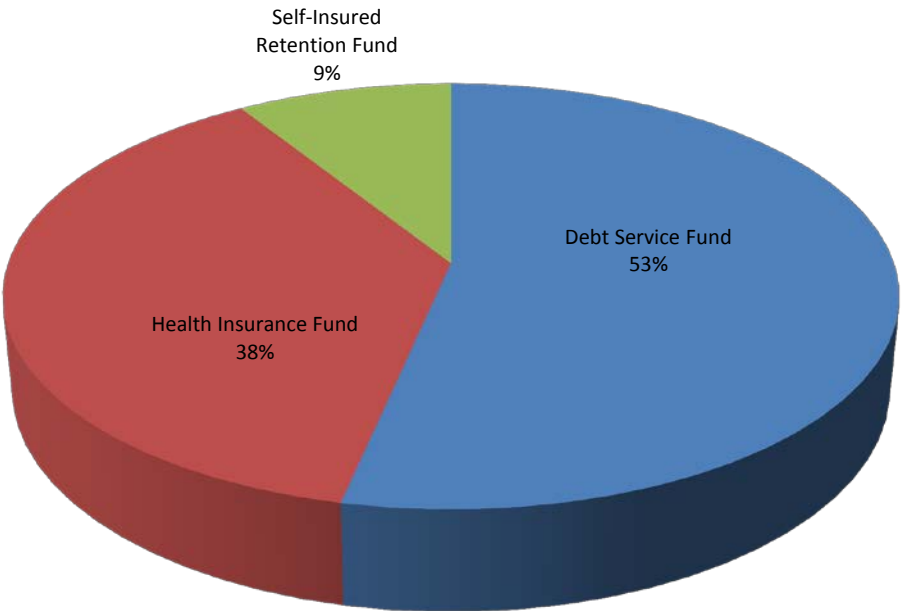
**Capital Improvements by Type**



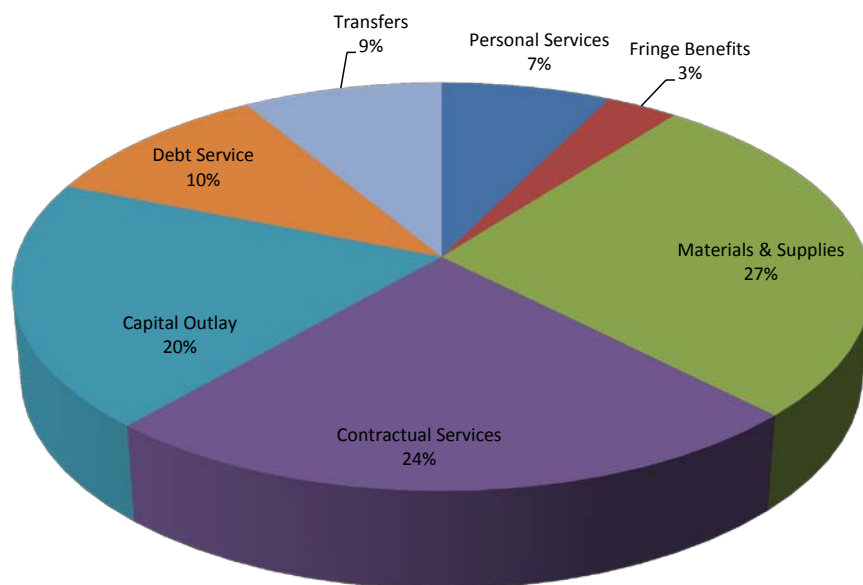
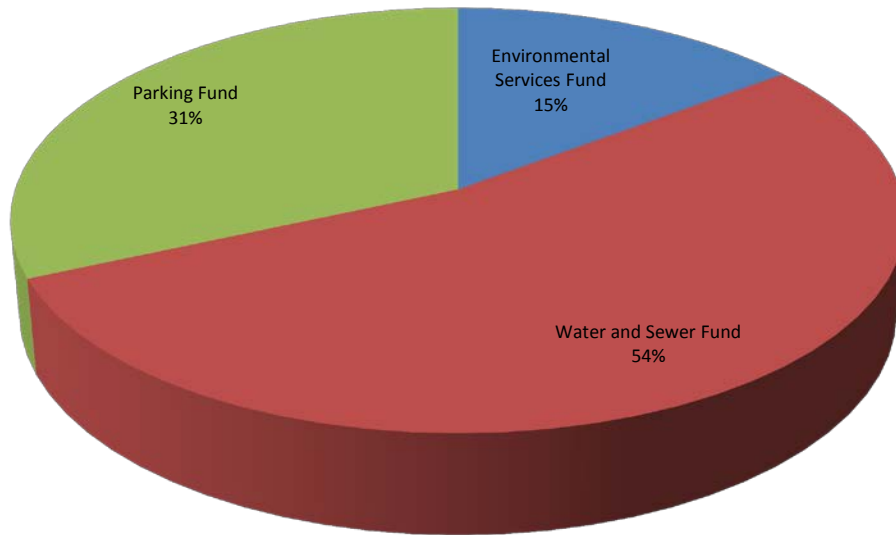
**Capital Improvements by Expenditure Type**



**Village of Oak Park  
Internal Service Funds**



**Village of Oak Park  
Enterprise Funds**



Village of Oak Park  
All Funds Summary  
Fiscal Year 2018 Revenues, Expenses, and Projected Fund Balance

Fund Name	Fund Type	Fund #	Fiscal Year 2018 Revenues	Fiscal Year 2018 Expenses	Net	Projected Unrestricted Fund Balance 12/31/17	Projected Unrestricted Fund Balance 12/31/18
General Fund	General	1001	64,010,013	(63,920,013)	90,000	8,346,117	8,436,117
Bullet Proof Vest Grant	Special Revenue	2200	7,500	(7,500)	-	-	-
Community Dev Block Grant	Special Revenue	2083	1,842,537	(1,842,537)	-	166,209	166,209
Community Dev Loan	Special Revenue	2020	175,000	(175,000)	-	40,871	40,871
Cook County Lead Hazard Grant	Special Revenue	2079	80,000	(80,000)	-	-	-
Downtown TIF	Special Revenue	2098	10,102,500	(10,102,500)	-	3,689,191	3,689,191
Earth Fest	Special Revenue	5057	7,000	(5,000)	2,000	(1,089)	911
Emergency Solutions Grant	Special Revenue	2080	136,947	(136,947)	-	-	-
Farmers Market	Special Revenue	2027	26,300	(47,570)	(21,270)	(14,519)	(35,789)
State RICO	Special Revenue	2021	-	-	-	35,952	35,952
Federal RICO	Special Revenue	2024	165,000	(300,000)	(135,000)	585,115	450,115
Foreign Fire Insurance	Special Revenue	2014	95,000	(122,000)	(27,000)	229,661	202,661
Health Grants	Special Revenue	Var	326,637	(326,637)	-	-	-
Madison St. TIF	Special Revenue	2072	2,122,500	(6,800,000)	(4,677,500)	13,888,791	9,211,291
Motor Fuel Tax	Special Revenue	2038	1,336,000	(1,336,000)	-	342,429	342,429
Section 108 Loan Fund	Special Revenue	2088	3,000,000	(3,000,000)	-	-	-
SSA#1	Special Revenue	2081	757,650	(700,000)	57,650	(56,826)	824
SSA#7	Special Revenue	2090	7,500	(7,500)	-	14,192	14,192
Sustainability Fund	Special Revenue	2310	550,000	(182,698)	367,302	1,146,324	1,513,626
Travel, Training & Wellness	Special Revenue	1050	40,000	(40,000)	-	-	-
Building Improvement Fund	Capital Improvement	3012	1,267,250	(1,267,250)	-	(133,665)	(133,665)
Equipment Replacement Fund	Capital Improvement	3029	830,557	(830,557)	-	1,185,253	1,185,253
Fleet Replacement Fund	Capital Improvement	3032	1,628,903	(1,628,903)	-	358,005	358,005
General Improvement Fund	Capital Improvement	3095	11,653,562	(15,413,100)	(3,759,538)	3,759,538	-
Colt Westgate Redevelopment	Capital Improvement	4002	-	-	-	(1,721,557)	(1,721,557)
South & Harlem Redevelopment	Capital Improvement	4003	-	-	-	(141,859)	(141,859)
Environmental Services Fund	Enterprise	5055	4,175,525	(4,137,274)	38,251	543,776	582,027
Parking Fund	Enterprise	5060	7,053,350	(8,895,272)	(1,841,922)	26,861,409	25,019,487
Water/Sewer Fund	Enterprise	5040	18,293,000	(15,093,139)	3,199,861	56,577,005	59,776,866
Debt Service Fund	Internal Service	4025	10,781,135	(10,689,017)	92,118	3,582,024	3,674,142
Health Insurance Fund	Internal Service	6028	8,316,512	(7,527,000)	789,512	2,341,883	3,131,395
Self Insured Retention Fund	Internal Service	6026	3,000,000	(1,806,697)	1,193,303	(3,638,445)	(2,445,142)
Firefighters' Pension Fund	Fiduciary	7023	6,947,679	(6,515,000)	432,679	45,683,522	46,116,201
Police Pension Fund	Fiduciary	7022	8,520,687	(7,901,000)	619,687	87,504,030	88,123,717
			<u>167,256,244</u>	<u>(170,836,111)</u>	<u>(3,579,867)</u>		
Non-GF Accounts			<u>103,246,231</u>	<u>(106,916,098)</u>	<u>(3,669,867)</u>		



# **GENERAL FUND**

## **Overview**

The General Fund of the Village includes all the operating departments and general operating revenues which are not classified elsewhere. The following operating departments are budgeted in this Fund:

- Administrative Adjudication
- Administrative Services- Village Manager's Office
- Administrative Services- Communications
- Administrative Services- Human Resources
- Administrative Services- Law
- Community Relations
- Development Customer Services
- Finance
- Fire
- Public Health
- Information Technology
- Police
- Public Works
- Village Clerk's Office
- Village President & Board of Trustees

There are several revenue sources devoted to the General Fund in the following broad categories:

- Taxes
- Licenses & Permits
- Charges for Services
- Grants
- Fines
- Interfund Transfers-In
- Financing & Investment
- Other/Miscellaneous

## General Fund Revenues

General Fund Revenues are the taxes, fees, and charges that the Village assesses to provide services to its citizens. General Fund revenues are managed within the Village's General Fund, and are comprised of the following revenue categories:

- Tax revenues (e.g.- property taxes)
- Licenses, permits, and fees (e.g.- business licenses)
- Charges for services (e.g.- police reports)
- Grants
- Fines (e.g.- parking tickets)
- Other financing sources (transfer of resources from other funds)

The following table presents a summary of the Village's major General Fund taxes and revenues:

<u>General Fund Revenues</u>	<u>Description</u>
<b>Property Taxes</b>	Property tax revenues are the proceeds that the Village receives from assessing taxes on residential and commercial properties within the Village. Each year, the Village Board adopts a fixed levy that is used to fund operations, debt service, and Village contributions into the Police and Fire Pension funds. In order to collect the necessary amount, the County extends the levy by a set percentage beyond the Village's request to account for any potential loss in collections. This additional "loss" percentage varies from 3.0% -5.0%
<b>Liquor Taxes</b>	Liquor Tax Revenues are the revenues that the Village charges to vendors that sell liquor within the Village. The current Liquor Tax rate is 3% of the liquor purchase price. This is a locally administered tax.
<b>Natural Gas Use Tax</b>	The Natural Gas Use Tax is a tax that the Village charges to customers who purchase natural gas from outside the State of Illinois and assessed at 2.2 cents per therm. This tax is collected and remitted by NICOR.
<b>Sales Taxes</b>	<p>In the State of Illinois, there is a base 6.25 % Sales Tax on general merchandise. It is administered and collected by the Illinois Department of Revenue. One percent (1%) of this Sales Tax is distributed to the municipality where the sale occurred. This tax, officially referred to as the Retailer's Occupation Tax (ROT) is captured in the Village's General Fund and is used to support general Village operations.</p> <p>The Village also imposes a 1% Home Rule Occupation Tax (HROT). While approved locally, this tax is also administered and collected at the state level. This tax is dedicated to the Capital Improvement Project (CIP) Fund. Pursuant to State law, the HROT tax is not assessed on qualifying food, drugs, or registered property purchases (vehicles).</p>

<b>Real Estate Transfer Tax</b>	The Real Estate Transfer Tax (RETT) is a tax on the seller of property within the Village. The tax is assessed at \$8 for every \$1,000 of the sale or “transfer” price. For example, when a \$500,000 house is sold, the seller would pay a RETT of \$4,000 ( $\$500,000 / \$1,000 = 500 \times \$8 = \$4,000$ ).
<b>Utility Taxes</b>	The Electricity Tax and the Natural Gas Tax. Both taxes are assessed based upon user consumption within the Village. The Electricity Tax is based on the number of kilowatt hours (kwh) consumed. The actual rate varies from a low of \$0.00202/kwh to a high of \$0.0033/kwh, based on usage. The Natural Gas Tax is assessed on natural gas purchased within State lines at a rate of 5.0%.
<b>Licenses and Permits</b>	The Village charges fees to individuals, businesses and other entities to acquire authorization and permission to conduct certain activities within the Village. These authorizations and permissions are extended in the form of licenses and permits. For example, the Village charges business licensing fees for entities that wish to conduct business within the Village. Individuals that wish to park in public spaces within the Village must acquire a parking permit.
<b>Intergovernmental Revenues</b>	Intergovernmental revenues are revenues that the Village receives from other government entities. Apart from other grants, the revenues that the Village receives from this revenue stream are primarily from the State of Illinois. Intergovernmental revenues typically take the form of grants, entitlements, shared revenues, or payments in lieu of taxes.
<b>Charges for Services</b>	The Village provides a number of services for which it charges fees directly to the service recipient. Such services include: drafting of police reports, ambulance services, animal adoption services, and environmental health services.
<b>Fines</b>	The Village charges fines and penalties to individuals and businesses when they become non-compliant with Village rules and regulations. Parking citations is an example of such a fine for which the Village charges a fee directly to the offender.

## General Fund Expenditures

General Fund Expenditures are the expenditures related to the performance of direct Village services, such as police, fire, public works and housing services. General fund expenditures also relate to the performance of administrative services such as finance, human resources, and information technology. General Fund Expenditures are managed within the Village's General Fund, and are comprised of the following expenditure types:

- Personal Services (e.g.- salaries and overtime)
- Fringe Benefits (e.g.- health insurance and pension contributions)
- Materials and Supplies (e.g.- printing and office supplies)
- Contractual Services (e.g.- vendor service contracts, Telecommunications)
- Capital Outlay (e.g.- infrastructure, Fleet Management)
- Granting Activities (e.g.- funding of community services via funds allocated from another agency)
- Transfers (e.g.- transfer of resources from other Village funds)

The following table presents a summary of the Village's major General Fund Expenditures:

<u>General Fund Expenditure Types</u>	<u>Description</u>
<b>Personal Services</b>	Personal Services expenditures are the expenditures for the compensation of Village staff to perform Village services and activities. Given the labor-intensive nature of Village services, personnel and benefits expenditures typically make up the largest proportion of general fund expenditures.
<b>Fringe Benefits</b>	Fringe Benefits expenditures are the expenditures for the insurance and pension support for which the Village provides its employees. Similarly to Personal Services, Fringe Benefits typically make up a large portion of general fund expenditures.
<b>Materials and Supplies</b>	Materials and Supplies expenditures are expenditures related to maintaining administrative operations within Village departments. These expenditures include costs such as printing costs, general maintenance and upkeep, telephones services and software support.
<b>Contractual Services</b>	Contractual Services are for infrequent or unique services that are provided to the Village by independent contractors or by consultants. These expenditures are tracked separately from the Village's salary and benefit resources.

**Capital Outlay**

Capital Outlay expenditures are for the maintenance of Village physical and technical infrastructure.

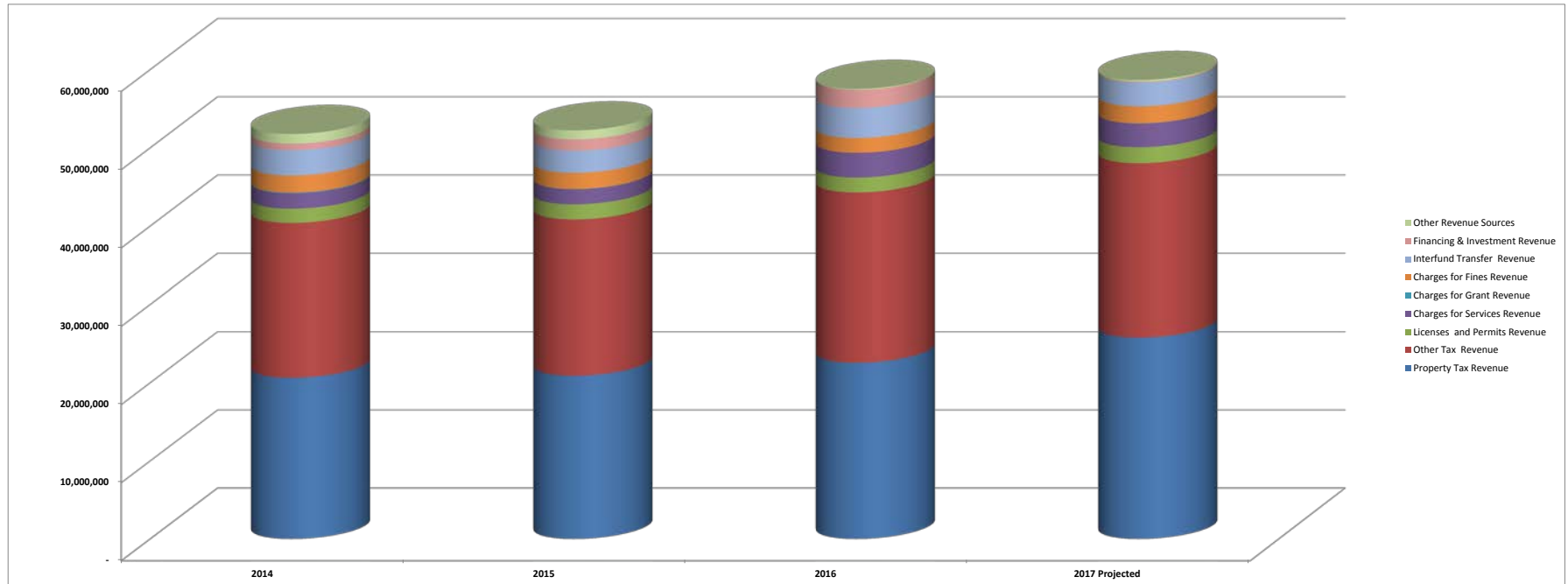
**Grants**

In some cases, the Village serves as a grantor of funds to local community service providers, who provide services to the community on behalf of the Village. Grants expenditures are associated with these types of activities.

**Transfers**

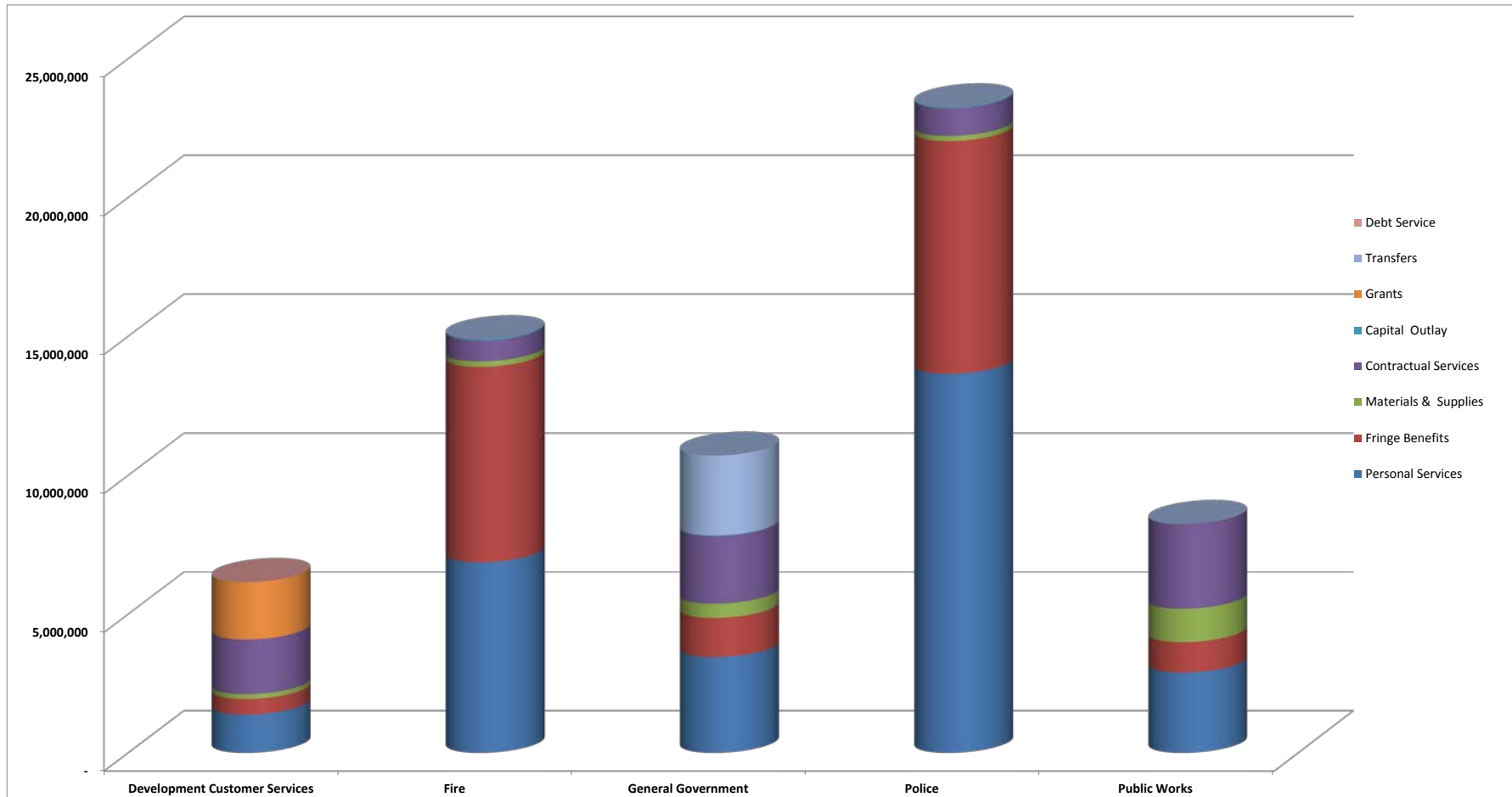
Transfer expenditures are the expenditures that are transferred from the General Fund to support service activities or other types of reimbursements.

## 2018 Budget General Fund Revenues: \$ 64,010,013



	Property Tax Revenue	Other Tax Revenue	Licenses and Permits Revenue	Charges for Services Revenue	Grant Revenue	Fines Revenue	Interfund Transfer Revenue	Financing & Investment Revenue	Other Revenue Sources	Total Revenue
2014	20,633,652	19,762,610	1,826,867	1,963,679	88,237	2,191,430	3,235,665	830,098	1,230,294	51,762,532
2015	20,896,634	19,947,795	1,929,329	1,925,472	33,447	2,069,634	2,820,004	1,458,209	1,146,252	52,226,776
2016	22,550,743	21,747,643	1,898,284	3,167,157	-	1,888,954	3,850,004	2,315,295	122,139	57,540,219
2017 Projected	25,774,370	22,258,000	2,044,660	3,032,792	20,000	2,182,000	3,024,000	107,500	228,089	58,671,411
2018 Budget	32,548,366	21,990,144	2,084,160	2,436,350	125,343	2,290,000	1,336,000	7,500	1,192,150	64,010,013

**2018 Budget General Fund Expenditures: \$ 63,920,013**



	Personal Services	Fringe Benefits	Materials & Supplies	Contractual Services	Capital Outlay	Debt Service	Grants	Transfers	Total Expenditures
Development Customer Services	1,378,383	562,149	173,365	1,973,470	-	671,046	2,068,500	-	6,826,913
Fire	6,867,094	7,033,607	194,290	756,800	40,500	-	-	-	14,892,291
General Government	3,452,308	1,413,172	511,595	2,441,860	16,800	-	-	2,876,000	10,711,735
Police	13,649,327	8,382,618	184,208	1,000,375	27,500	-	-	-	23,244,028
Public Works	2,892,208	1,098,146	1,203,950	3,049,742	1,000	-	-	-	8,245,046
									63,920,013

Village of Oak Park  
General Fund Budget Summary  
Fiscal Year 2018

<u>GF Department</u>		2017 Adopted <u>Budget</u>	2017 Projected <u>YE Estimate</u>	2018 <u>Budget</u>
Revenues- All	Various	<u>59,814,330</u>	<u>58,671,411</u>	<u>64,010,013</u>
Administrative Adjudication	41030	(546,822)	(511,047)	(558,401)
Village Manager's Office (VMO)	41020	(1,154,132)	(1,094,938)	(1,145,294)
Communications	41110	(483,709)	(481,108)	(478,544)
Human Resources	41080	(751,746)	(577,778)	(783,439)
Law	41070	(749,937)	(582,415)	(695,441)
Community Relations	46300	(264,872)	(221,361)	(244,072)
DCS - Planning Division	46202	(515,150)	(414,954)	(502,983)
DCS - Business Services	46205	(827,973)	(677,312)	(743,862)
DCS - Neighborhood Services	46206	(1,553,794)	(1,486,397)	(1,443,163)
DCS - Permit Processing	46250	(1,479,134)	(1,511,079)	(1,797,658)
DCS- Administration	46260	(2,220,829)	(1,967,971)	(2,339,247)
Finance	41300	(1,878,041)	(2,172,868)	(4,326,569)
Fire - Admin	42500	(6,245,873)	(6,256,781)	(5,999,080)
Fire - Operations	42510	(8,571,475)	(8,839,156)	(8,763,421)
Fire - EMS	42520	(43,900)	(43,900)	(46,900)
Fire - Prev. and Investigation	42530	(5,000)	(5,000)	(5,040)
Fire - Training and Public Ed	42540	(65,010)	(65,510)	(77,850)
Public Health Services	44550	(763,918)	(712,331)	(554,422)
Information Technology	41040	(1,587,423)	(1,470,532)	(1,508,909)
Police	42400	(21,590,625)	(21,972,026)	(23,244,028)
DPW - Engineering	43700	(402,979)	(391,724)	(494,205)
DPW - Administration	43710	(624,913)	(597,048)	(598,588)
DPW - Street Lighting	43720	(471,662)	(465,186)	(472,240)
DPW - Street Services	43740	(1,875,104)	(1,619,440)	(1,776,041)
DPW - Building Maintenance	43790	(1,033,077)	(1,037,471)	(1,137,247)
DPW - Forestry	43800	(1,788,921)	(1,691,791)	(1,978,046)
DPW - Fleet Operations	43900	(1,923,863)	(1,598,677)	(1,788,679)
Village Clerk's Office	41100	(268,123)	(274,343)	(290,820)
Village President & Board of Trustees	41010	(126,324)	(93,974)	(125,824)
Subtotal Expenses		<u>(59,814,330)</u>	<u>(58,834,118)</u>	<u>(63,920,013)</u>
Surplus/(Deficit)		<u>(0)</u>	<u>(162,707)</u>	<u>90,000</u>
1/1/17 Audited Fund Balance				8,508,824
2017 Projected Surplus (Deficit)				<u>(162,707)</u>
12/31/17 Projected Fund Balance				8,346,117
1/1/18 Estimated Fund Balance				8,346,117
2018 Budgeted Surplus (Deficit)				<u>90,000</u>
12/31/18 Estimated Fund Balance				<u><u>8,436,117</u></u>



Village of Oak Park  
General Fund Budget  
Fiscal Year 2017 and Historical Data

	<b><u>2015</u></b> <b><u>Actual</u></b>	<b><u>2016</u></b> <b><u>Actual</u></b>	<b><u>2017</u></b> <b><u>Projected</u></b>	<b><u>2018</u></b> <b><u>Budget</u></b>
<b><u>REVENUES</u></b>				
Taxes Property	20,896,634	22,985,193	26,624,370	32,548,366
Taxes Other	19,947,795	21,321,432	21,562,589	21,990,144
Licenses/Permits/Fees	1,929,329	2,024,360	2,114,160	2,084,160
Charges for Services	1,924,497	1,930,484	1,936,100	2,436,350
Grants	33,447	25,517	41,042	125,343
Fines	2,069,634	1,888,954	2,182,000	2,290,000
Interfund Transfer Revenue	2,820,004	3,850,004	3,024,000	1,336,000
Financing and Investment Revenue	1,458,209	11,929	7,500	7,500
Other	1,146,252	3,503,013	1,179,650	1,192,150
Total Revenues	52,225,801	57,540,886	58,671,411	64,010,013
<b><u>EXPENSES BY DEPARTMENT</u></b>				
Administrative Adjudication	(472,147)	(486,487)	(511,047)	(558,401)
Village Manager's Office (VMO)	(1,215,712)	(937,981)	(1,094,938)	(1,145,294)
Communications	(421,002)	(416,140)	(481,108)	(478,544)
Human Resources	(321,506)	(334,943)	(577,778)	(783,439)
Law	(537,209)	(630,713)	(582,415)	(695,441)
Community Relations	(159,685)	(166,362)	(221,361)	(244,072)
DCS - Planning Division	(425,116)	(482,762)	(414,954)	(502,983)
DCS - Business Services	(622,468)	(519,909)	(677,312)	(743,862)
DCS - Neighborhood Services	(1,002,787)	(919,907)	(1,486,397)	(1,443,163)
DCS - Permit Processing	(1,312,716)	(1,694,058)	(1,511,079)	(1,797,658)
DCS- Administration	(2,562,195)	(1,430,051)	(1,967,971)	(2,339,247)
Finance	(3,669,720)	(4,467,436)	(2,172,868)	(4,326,569)
Fire - Admin	(4,000,472)	(4,420,614)	(6,256,781)	(5,999,080)
Fire - Operations	(7,395,059)	(7,794,319)	(8,839,156)	(8,763,421)
Fire - EMS	(26,291)	(64,779)	(43,900)	(46,900)
Fire - Prev. and Investigation	(9,231)	(4,578)	(5,000)	(5,040)
Fire - Training and Public Ed	(30,612)	(44,208)	(65,510)	(77,850)
Public Health Services	(613,578)	(609,751)	(712,331)	(554,422)
Information Technology	(1,103,590)	(1,224,753)	(1,470,532)	(1,508,909)
Police	(19,581,301)	(20,455,422)	(21,972,026)	(23,244,028)
DPW - Engineering	(810,473)	(924,925)	(391,724)	(494,205)
DPW - Administration	(576,877)	(593,637)	(597,048)	(598,588)
DPW - Street Lighting	(382,352)	(439,098)	(465,186)	(472,240)
DPW - Street Services	(1,413,456)	(1,477,004)	(1,619,440)	(1,776,041)
DPW - Building Maintenance	(842,598)	(877,001)	(1,037,471)	(1,137,247)
DPW - Forestry	(1,336,312)	(1,522,990)	(1,691,791)	(1,978,046)
DPW - Fleet Operations	(1,523,411)	(1,650,183)	(1,598,677)	(1,788,679)
Village Clerk's Office (VCO)	(265,573)	(267,734)	(274,343)	(290,820)
Village President & Board of Trustees	(76,250)	(71,849)	(93,974)	(125,824)
Total Expenditures	(52,709,697)	(54,929,596)	(58,834,118)	(63,920,013)
Net Surplus (Deficit)	(483,896)	2,611,290	(162,707)	90,000

Village of Oak Park  
General Fund Budget Summary  
By Department by Category  
Fiscal Year 2018

<u>Department</u>	<u>Department Number</u>	<u>Personal Services</u>	<u>Fringe Benefits</u>	<u>Materials &amp; Supplies</u>	<u>Contractual Services</u>	<u>Capital Outlay</u>	<u>Grants</u>	<u>Transfers Out</u>	<u>Debt Service</u>	<u>TOTAL</u>
Village President and Board of Trustees	41010	(91,800)	(7,674)	(16,350)	(10,000)	-	-	-	-	(125,824)
Village Manager's Office	41020	(429,261)	(141,833)	(48,665)	(525,535)	-	-	-	-	(1,145,294)
Adjudication	41030	(215,085)	(102,044)	(54,860)	(186,412)	-	-	-	-	(558,401)
Information Technology	41040	(587,084)	(273,535)	(252,290)	(396,000)	-	-	-	-	(1,508,909)
Law Department	41070	(334,595)	(91,471)	(12,375)	(257,000)	-	-	-	-	(695,441)
Human Resources	41080	(266,595)	(110,932)	(41,912)	(364,000)	-	-	-	-	(783,439)
Village Clerk	41100	(176,256)	(89,439)	(3,125)	(22,000)	-	-	-	-	(290,820)
Communications	41110	(231,602)	(78,692)	(85,950)	(65,500)	(16,800)	-	-	-	(478,544)
Finance	41300	(672,038)	(337,336)	(161,595)	(279,600)	-	-	(2,876,000)	-	(4,326,569)
Police	42400	(13,649,327)	(8,382,618)	(184,208)	(1,000,375)	(27,500)	-	-	-	(23,244,028)
Fire Department	42500	(6,867,094)	(7,033,607)	(194,290)	(756,800)	(40,500)	-	-	-	(14,892,291)
Public Works	43700	(2,885,058)	(1,105,296)	(1,238,847)	(3,014,845)	-	-	-	-	(8,245,046)
Public Health Services	44550	(275,028)	(120,558)	(14,500)	(144,336)	-	-	-	-	(554,422)
Development Customer Services	46202	(1,378,383)	(562,149)	(173,365)	(1,973,470)	-	(2,068,500)	-	(671,046)	(6,826,913)
Community Relations	46300	(169,364)	(47,758)	(4,450)	(22,500)	-	-	-	-	(244,072)
<b>TOTAL</b>		<u>(28,228,570)</u>	<u>(18,484,942)</u>	<u>(2,486,782)</u>	<u>(9,018,373)</u>	<u>(84,800)</u>	<u>(2,068,500)</u>	<u>(2,876,000)</u>	<u>(671,046)</u>	<u>(63,920,013)</u>

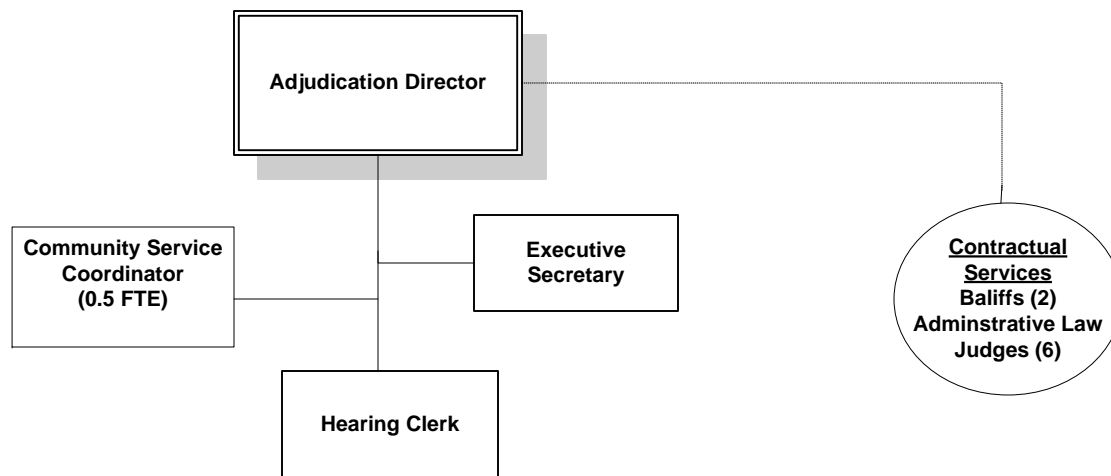
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	2015	2016	2017	Amended 2017	2017	2018
					<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	41300	101	411401	Property Tax Levy	13,491,968	14,027,749	15,232,408	15,232,408	15,232,408	20,950,000
1001	42400	101	411403	Police Pension Levy	4,017,409	4,740,623	4,940,474	4,940,474	4,940,474	5,470,687
1001	42500	101	411404	Fire Pension Levy	3,387,257	3,782,371	5,601,488	5,601,488	5,601,488	5,277,679
1001	41300	101	411414	TIF Surplus Distribution	-	434,450	900,000	900,000	850,000	850,000
					20,896,634	22,985,193	26,674,370	26,674,370	26,624,370	32,548,366
1001	41300	101	413405	Retailers' Occupation Tax Revenue	4,757,561	3,866,241	4,200,000	4,200,000	3,950,000	4,300,000
1001	41300	101	413404	Use Tax Revenue	-	1,260,034	1,300,000	1,300,000	1,350,000	1,400,000
1001	41300	101	413408	Traffic Signal Maintenance Rev.	-	667	-	-	-	-
1001	41300	101	414409	Real Estate Transfer Tax	2,767,200	3,897,630	3,200,000	3,200,000	3,300,000	3,500,000
1001	41300	101	414410	Exempt Real Estate Transaction	14,964	16,110	15,000	15,000	17,000	20,000
1001	41300	101	414412	Hotel Motel Tax	175,450	177,207	170,000	170,000	205,000	205,000
1001	41300	101	414413	Liquor Tax	535,801	601,333	605,000	605,000	605,000	615,000
1001	41300	101	414425	Natural Gas Use Tax	203,509	214,228	459,000	459,000	473,000	475,000
1001	41300	101	416406	Electric Utility Tax	3,486,567	1,517,086	1,600,000	1,600,000	1,615,000	1,615,000
1001	41300	101	416407	Natural Gas Tax	-	608,012	760,000	760,000	764,000	765,000
1001	41300	101	416408	Telecommunications Tax	-	1,192,306	1,300,000	1,300,000	1,125,000	1,100,000
1001	41300	101	416482	E911 Surcharge	-	-	-	-	147,589	-
1001	41300	101	418408	Vehicle Tax	-	-	1,750,000	1,750,000	1,750,000	1,750,000
1001	43770	122	418408	Vehicle Tax	1,214,172	1,647,391	-	-	-	-
1001	41300	101	435407	State Income Tax Revenue	5,519,985	5,050,013	5,325,000	5,325,000	4,950,000	5,136,144
1001	41300	101	435410	Personal Prop Replacement Tax	1,263,351	1,264,935	1,300,000	1,300,000	1,302,000	1,100,000
1001	41300	101	441463	MFT Tax Refund	9,235	8,238	-	-	-	-
1001	43710	101	441463	MFT Tax Refund	-	-	9,000	9,000	9,000	9,000
					19,947,795	21,321,432	21,993,000	21,993,000	21,562,589	21,990,144
1001	46206	101	421424	Residential Rental License	6,260	1,480	6,500	6,500	6,500	6,500
1001	46205	101	421426	Business Licenses	327,805	321,644	325,000	325,000	325,000	325,000
1001	46250	101	421426	Business Licenses	70,300	-	-	-	-	-
1001	46205	101	421427	Liquor Licenses	119,982	131,069	125,000	125,000	130,000	130,000
1001	46206	101	421428	Multi-Family Dwelling License	137,228	149,385	115,000	115,000	140,000	118,000
1001	46205	101	421429	Chauffeur License Revenue	2,120	2,500	2,000	2,000	2,000	2,000
1001	46205	101	421430	Chauffeur Background Check	3,525	2,925	2,000	2,000	2,000	2,000

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	2015	2016	2017	Amended 2017	2017	2018
					<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	46250	101	422425	Building Permits	985,308	1,039,113	1,300,000	1,300,000	1,300,000	1,300,000
1001	46202	101	422426	Zoning Variance Application	13,530	15,755	8,000	8,000	15,000	15,000
1001	46250	101	422428	Street Permits	-	-	55,000	55,000	90,000	80,000
1001	46250	601	422428	Street Permits	42,258	38,161	-	-	-	-
1001	44550	101	422429	Animal Licenses	-	-	33,000	33,000	32,160	-
1001	44550	615	422429	Animal Licenses	30,804	32,128	-	-	-	32,160
1001	44550	655	422431	Beekeeping	375	725	500	500	500	500
1001	46250	101	422436	Building Permit Penalties	195	7,890	500	500	1,500	1,500
1001	46250	101	422437	Building Plan Reviews	127,195	155,509	-	-	-	-
1001	44550	101	431420	Flu Shot Medicare Reimb.	-	18	-	-	-	-
1001	46250	101	441455	Elevator Inspection Fees	-	-	22,000	22,000	22,000	24,000
1001	46250	602	441455	Elevator Inspection Fees	265	7,442	-	-	-	-
1001	46250	101	441456	Street Opening Fees	15,130	70,470	18,000	18,000	-	-
1001	46206	101	441458	Vacant Bldg Registration Reven	700	-	7,000	7,000	1,000	1,000
1001	46250	101	441458	Vacant Bldg Registration Reven	-	2,000	-	-	-	-
1001	46250	602	441459	Vacant Bldg Registration Reven	-	1,200	-	-	-	-
1001	41300	127	441467	Special Events Application Fee	1,450	1,325	-	-	-	-
1001	41300	101	441467	Special Events Application Fee	-	-	1,500	1,500	1,500	1,500
1001	46250	601	445456	Condo Inspection Fees	44,900	43,620	-	-	-	-
1001	46206	601	445456	Condo Inspection Fees	-	-	45,000	45,000	45,000	45,000
					1,929,329	2,024,360	2,066,000	2,066,000	2,114,160	2,084,160
1001	42400	101	434462	RCFL OT Reimbursement	6,035	8,284	12,000	12,000	12,500	12,500
1001	42520	101	440458	Ambulance Charges	773,751	1,125,494	1,275,000	1,275,000	900,000	1,370,000
1001	42620	101	440458	Ambulance Charges	211,778	-	-	-	-	-
1001	42530	101	440473	Smoke Detector Sales	7	-	-	-	-	-
1001	46250	602	440476	100 % Sales Inspection Revenue	4,267	5,901	-	-	700	750
1001	42400	101	440480	CTA Reimbursement	-	-	200,000	200,000	200,000	200,000
1001	42400	421	440480	CTA Reimbursement	238,281	202,227	-	-	-	-
1001	42520	101	440482	Fire CPR Classes Fees	14,130	15,053	-	-	12,500	15,500
1001	42540	101	440482	Fire CPR Classes Fees	-	-	15,000	15,000	-	-
1001	43800	741	440483	Tree Removal Revenue	1,662	984	-	-	1,000	1,000
1001	41040	141	440486	Info Tech Support River Forest	2,917	-	-	-	-	-

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
					<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
1001	41040	141	440487	Info Tech Support WSCDC	-	-	-	-	-	-
1001	43710	101	440488	Sale of Liquid Gas	48,824	32,376	50,000	50,000	100,000	110,000
1001	43710	101	440490	Charges for Repairs Parts	-	-	50,000	50,000	-	63,000
1001	43900	734	440490	Charges for Repairs Parts	45,090	47,261	-	-	122,000	70,000
1001	43780	101	440492	Reimbursement of Expenses	-	-	1,000	1,000	1,000	1,000
1001	43800	101	440492	Reimbursement of Expenses	-	-	-	-	1,500	1,500
1001	42400	101	440493	OPRFHS Event Reimbursement	7,671	5,428	7,000	7,000	7,000	7,000
1001	42510	101	440493	OPRFHS Event Reimbursement	-	-	-	-	2,600	2,600
1001	42400	413	440494	School Resource Police Officer	188,796	145,554	-	-	-	-
1001	42400	101	440494	School Resource Police Officer	-	(508)	145,000	145,000	145,000	148,000
1001	42400	414	440495	School Resource Police Officer	131,250	175,000	-	-	-	-
1001	42400	101	440495	Crossing Guard Reimbursement	-	-	175,000	175,000	175,000	175,000
1001	42400	101	440496	Arrest Warrant Reimbursement	2,860	1,330	-	-	100	100
1001	42400	101	440497	Police Evidence Revenue	3,785	2,284	-	-	12,000	12,500
1001	42400	101	440498	Police Training Reimbursement	8,280	-	-	-	-	-
1001	41100	101	441451	Copy Fees	140	100	500	500	300	300
1001	42520	101	441451	Copy Fees	187	167	-	-	350	350
1001	43700	721	441451	Copy Fees	1,370	1,920	-	-	1,500	1,500
1001	43740	101	441464	Scrap Revenue	442	1,540	-	-	2,000	2,000
1001	42400	127	441465	Special Events Revenue	2,170	1,410	-	-	-	-
1001	43740	127	441465	Special Events Revenue	9,567	9,084	-	-	8,500	8,500
1001	46300	101	441465	Special Events Revenue	-	-	32,000	32,000	-	-
1001	46300	127	441465	Special Events Revenue	17,124	20,851	-	-	25,000	25,000
1001	42400	101	441470	Police Reports	14,397	16,754	15,000	15,000	15,000	15,000
1001	42400	101	441471	Subpoena Fees	592	994	500	500	1,250	1,250
1001	42510	101	441472	False Alarm Revenue	19,100	100	20,000	20,000	15,000	15,000
1001	42510	101	442460	Alarm Fees	57,837	55,164	58,000	58,000	60,000	62,500
1001	44550	609	445451	Food Service Mgmt Course Fees	1,300	700	1,400	1,400	-	-
1001	44550	615	445452	Pound Other Fees	-	7,652	-	-	-	-
1001	44550	101	445452	Pound Other Fees	5,768	-	6,000	6,000	7,500	7,500
1001	44550	101	445459	Environmental Services - VOP	-	-	3,000	3,000	-	-
1001	44550	612	445459	Environmental Services - VOP	11,420	7,095	-	-	6,800	7,000
1001	41300	171	462477	Rental of Property	-	40,286	-	-	-	-

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	2015	2016	2017	Amended 2017	2017	2018
					<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	46205	101	462477	Rental of Property	93,701	-	-	-	100,000	100,000
					1,924,497	1,930,484	2,066,400	2,066,400	1,936,100	2,436,350
1001	42400	101	431400	Grant Revenue	-	3,113	-	-	-	-
1001	42500	101	431400	Grant Revenue	-	-	-	-	2,000	106,051
1001	44550	101	431400	Grant Revenue	-	-	-	-	20,000	-
1001	46202	101	431400	Grant Revenue	20,000	-	-	-	-	-
1001	46206	101	431425	Grant or Loan Application Fee	75	400	525	525	1,000	1,250
1001	44550	101	440448	Grants- Health Salary Reimb.	-	-	195,035	195,035	-	-
1001	41300	101	464463	Drug Enforcement Agency Reimb	9	-	-	-	-	-
1001	42400	101	434463	Drug Enforcement Agency Reimb	13,363	22,004	-	-	18,042	18,042
					33,447	25,517	195,560	195,560	41,042	125,343
1001	42400	101	451110	Court Fines	66,984	60,630	70,000	70,000	65,000	70,000
1001	42400	101	451441	Parking Fines	-	-	2,500,000	2,500,000	2,100,000	2,200,000
1001	42400	412	451441	Parking Fines	1,968,199	1,811,064	-	-	-	-
1001	42400	413	451441	Parking Fines	(60)	-	-	-	-	-
1001	42460	412	451441	Parking Fines	(400)	-	-	-	-	-
1001	41030	101	451446	Non-Compliance Fines	34,911	17,260	20,000	20,000	17,000	20,000
					2,069,634	1,888,954	2,590,000	2,590,000	2,182,000	2,290,000
1001	41300	101	491438	Trans Fr Motor Fuel Tax Fund	1,270,000	1,300,000	1,344,000	1,344,000	1,344,000	1,336,000
1001	41300	101	491440	Transfer From Water Fund	1,050,000	1,050,000	-	-	-	-
1001	41300	101	491495	Transfer From CIP Fund	500,004	500,004	-	-	-	-
1001	41300	101	491499	Transfer From Other Funds	-	1,000,000	1,680,000	1,680,000	1,680,000	-
					2,820,004	3,850,004	3,024,000	3,024,000	3,024,000	1,336,000
1001	46206	101	461450	Loan Interest	13,397	3,246	-	-	2,500	2,500
1001	41300	101	461490	Interest Revenue	3,560	8,683	5,000	5,000	5,000	5,000
1001	46260	101	493805	Loan Proceeds	1,430,000	-	-	-	-	-
1001	41300	101	493810	IMET Recovery	11,251	-	-	-	-	-
					1,458,209	11,929	5,000	5,000	7,500	7,500

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	2015	2016	2017	Amended 2017	2017	2018
					<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	41300	101	462476	Gain/Loss on Sale of Property	-	2,264,405	25,000	25,000	-	-
1001	42400	101	462476	Gain/Loss on Sale of Property	-	(1,325)	-	-	-	-
1001	42510	101	462476	Gain/Loss on Sale of Property	3,801	-	-	-	-	-
1001	43740	101	462476	Gain/Loss on Sale of Property	10,900	-	-	-	-	-
1001	43900	101	462476	Gain/Loss on Sale of Property	12,693	-	-	-	-	-
1001	43720	101	413408	Traffic Signal Maintenance Rev	-	667	65,000	65,000	2,000	2,000
1001	43740	101	434451	State Aid Route Maintenance	17,900	110,324	-	-	65,000	65,000
1001	41300	101	441431	Cable TV Franchise Fee	998,985	1,008,301	1,050,000	1,050,000	1,005,000	1,050,000
1001	41300	101	441447	Cashier Over/Short	9	(189)	-	-	-	-
1001	41300	101	441462	Miscellaneous Revenue	6,116	57,008	25,000	25,000	82,500	50,000
1001	42400	101	441462	Miscellaneous Revenue	82	-	-	-	-	-
1001	43740	101	441462	Miscellaneous Revenue	1,363	-	-	-	-	-
1001	43800	101	441462	Miscellaneous Revenue	-	25,000	-	-	-	-
1001	43900	101	441462	Miscellaneous Revenue	800	-	-	-	-	-
1001	46202	101	441462	Miscellaneous Revenue	-	(12,416)	-	-	-	-
1001	46206	101	441462	Miscellaneous Revenue	255	170	-	-	150	150
1001	46260	101	441462	Miscellaneous Revenue	-	580	-	-	-	-
1001	41071	101	441475	Recovered Damages	27,559	16,927	35,000	35,000	25,000	25,000
1001	43720	101	441475	Recovered Damages	50,790	21,127	-	-	-	-
1001	43900	101	441475	Recovered Damages	14,999	12,435	-	-	-	-
					1,146,252	3,503,013	1,200,000	1,200,000	1,179,650	1,192,150
SUBTOTAL					52,225,801	57,540,886	59,814,330	59,814,330	58,671,411	64,010,013





## **ADJUDICATION**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

Administrative Adjudication conducts administrative hearings for the Village of Oak Park, Illinois. The hearings are divided into two primary categories: Parking and Local Ordinance Violations. The citations that are adjudicated are issued by various departments/divisions in the Village including Police, Fire, Health, Public Works and Development Customer Services. The department maintains the records of the hearings and transmits notices to individuals that have pending matters.

#### **2017 ACCOMPLISHMENTS**

Adjudication has continued to make significant steps to improve customer service and is utilizing an online customer service survey to help identify high, mid, and low performance areas and implement appropriate improvements.

Adjudication works with Oak Park Township Youth Services to provide community service and other opportunity to juvenile respondents and has improved the manner that the Oak Park Township Youth Services reports pending and completed service to Adjudication.

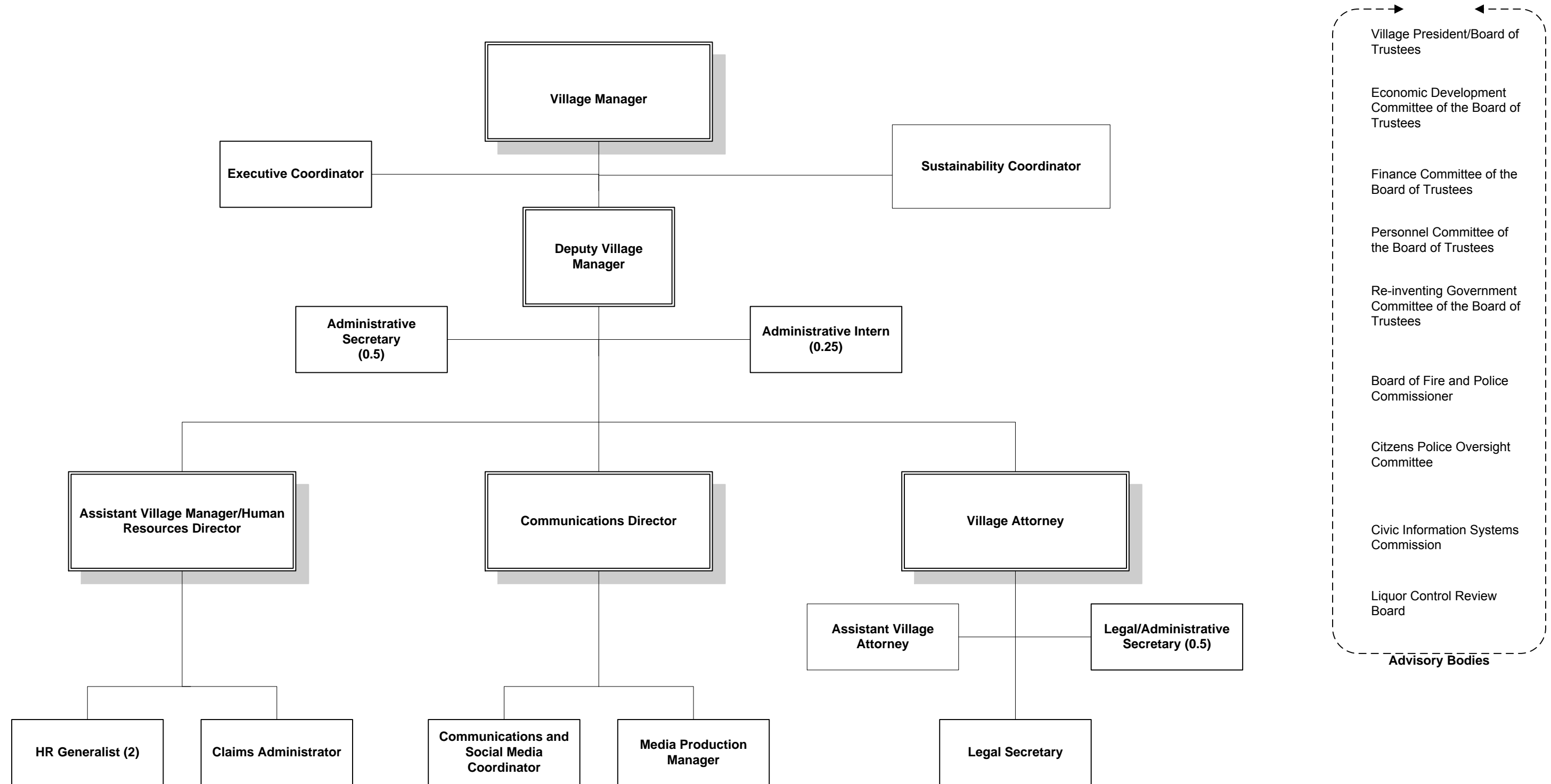
#### **2018 WORK PLAN**

Adjudication will continue efforts to improve customer service without jeopardizing the legitimacy of the adjudication process. In part, further automation will play a keep role in making the process smoother and eliminating the amount of paper that is generated.

Adjudication will continue efforts to improve services provided to juveniles that appear for hearings. Due to several limitations, providing non-financial and non-punitive remedies remains a challenge. Adjudication will continue to work with providers such as the Oak Park Township Youth Services, Rosecrans, Youth Outreach Services and Opportunity Knocks to provide appropriate solutions for youth respondents.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - ADJUDICATION**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	41030	101	510501	General Fund	Adjudication	Regular Salaries	(191,603)	(196,645)	(193,704)	(193,704)	(198,585)	(205,085)
1001	41030	101	510503	General Fund	Adjudication	Overtime	(7,032)	(5,801)	(10,000)	(10,000)	(8,000)	(10,000)
						SUB-TOTAL PERSONAL SERVICES	(198,635)	(202,446)	(203,704)	(203,704)	(206,585)	(215,085)
1001	41030	101	520515	General Fund	Adjudication	Health Insurance Opt Out	(2,307)	36	-	-	-	-
1001	41030	101	520520	General Fund	Adjudication	Life Insurance Expense	(198)	(273)	(279)	(279)	(279)	(372)
1001	41030	101	520521	General Fund	Adjudication	Health Insurance Expense	(24,225)	(50,299)	(46,429)	(46,429)	(47,240)	(65,557)
1001	41030	101	520522	General Fund	Adjudication	Social Security Expense	(11,744)	(11,459)	(12,010)	(12,010)	(12,312)	(12,715)
1001	41030	101	520523	General Fund	Adjudication	Medicare Expense	(2,747)	(2,680)	(2,809)	(2,809)	(2,879)	(2,974)
1001	41030	101	520527	General Fund	Adjudication	IMRF Contributions	(28,474)	(28,681)	(27,119)	(27,119)	(27,802)	(20,426)
						SUB-TOTAL FRINGE BENEFITS	(69,695)	(93,356)	(88,646)	(88,646)	(90,512)	(102,044)
1001	41030	101	530650	General Fund	Adjudication	Conferences Training	(2,022)	(369)	(2,000)	(2,000)	(500)	(2,000)
1001	41030	101	530658	General Fund	Adjudication	Temporary Services	(5,225)	-	(3,000)	(3,000)	(1,000)	-
1001	41030	101	530660	General Fund	Adjudication	General Contractuals	-	(10)	-	-	-	-
1001	41030	101	530667	General Fund	Adjudication	External Support	(166,030)	(166,723)	(194,412)	(194,412)	(185,000)	(184,412)
1001	41030	101	530675	General Fund	Adjudication	Bank Charges	(85)	-	-	-	-	-
						SUB-TOTAL CONTRACTUAL SERVICES	(173,362)	(167,102)	(199,412)	(199,412)	(186,500)	(186,412)
1001	41030	101	550601	General Fund	Adjudication	Printing	(747)	(41)	(8,000)	(8,000)	(1,000)	(8,000)
1001	41030	101	550602	General Fund	Adjudication	Membership Dues	-	-	(200)	(200)	(200)	-
1001	41030	101	550603	General Fund	Adjudication	Postage	(23,199)	(18,978)	(30,000)	(30,000)	(20,000)	(30,000)
1001	41030	101	550605	General Fund	Adjudication	Travel & Mileage Reimbursement	-	-	-	-	-	-
1001	41030	101	550606	General Fund	Adjudication	Books & Subscriptions	(542)	(286)	(1,760)	(1,760)	(500)	(1,760)
1001	41030	101	550652	General Fund	Adjudication	Legal Postings and Doc. Fees	-	-	(1,000)	(1,000)	(250)	(1,000)
1001	41030	101	550663	General Fund	Adjudication	Software License Updates	(4,676)	(755)	(8,000)	(8,000)	(2,500)	(8,000)
1001	41030	101	560620	General Fund	Adjudication	Office Supplies	(1,238)	(3,481)	(6,100)	(6,100)	(3,000)	(6,100)
1001	41030	134	560639	General Fund	Adjudication	Advertising	-	(43)	-	-	-	-
1001	41030	101	560638	General Fund	Adjudication	Special Events	(53)	-	-	-	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(30,455)	(23,584)	(55,060)	(55,060)	(27,450)	(54,860)
						TOTAL EXPENDITURES	(472,147)	(486,487)	(546,822)	(546,822)	(511,047)	(558,401)



## EXECUTIVE OVERVIEW

### DEPARTMENTAL SUMMARY

The Village Manager's Office is responsible for overseeing day-to-day operations of the Village. This is accomplished by the Village Manager, Deputy Village Manager, Assistant Village Manager/Human Resources Director, Secretary to the Village Manager and a part time Administrative Secretary. The group of employees is responsible for providing staff support to the Mayor and Board of Trustees along with the five Committees of the Village Board (Personnel, Finance, Contractual, Intergovernmental and Reinventing Government).

The Village Manager position is established pursuant to 65 Illinois Compiled Statutes 5/5-3-7 and the Village Manager shall be appointed by the Board of Trustees. The General Duties of the Village Manager are stated in §2-4-2 of the Municipal Code and note that the Village Manager shall be the chief administrative officer of the Village and exercise all powers and duties assigned to him or her by Statute and such other authority as may be granted by the Board of Trustees. The Manager shall be charged with hiring all employees, other than those under tenure of office laws (e.g. sworn police officers and sergeants, firefighters and lieutenants) and with the enforcement of all laws and ordinances within the municipality insofar as their enforcement is within the powers of the Village. The Manager shall attend all meetings of the Board of Trustees, shall keep the Board informed as to the affairs of the Village, and shall recommend to the Board such actions as may be necessary or expedient for the welfare of the Village.

Under the policy direction and leadership of the Mayor and Board of Trustees, the Village Manager's Office mission is to create excellence in local services via professional local government management, consistent with the following Guiding Principles and Values that inform or influence staff activities at all levels of the organization:

Communication: Sharing our knowledge, perspectives and information openly, regularly and clearly with citizens and each other

Customer Service: Understanding and providing for the needs of our customers in a prompt, courteous and caring manner

Diversity: Valuing, promoting and nurturing human diversity in staff, consultants and contractors

Fiscal Stewardship: Assuring the most cost-effective and efficient use of the public's money; earning and maintaining public trust

Integrity: Committed to the highest ideals of honor and integrity in all public and professional relationships

Learning Organization: Challenging ourselves to learn, grow and expand our professional and technical knowledge

Professional Management: Dedicated to consistent, accountable, equitable and effective management techniques and systems

Recognition: Appreciating the contributions of our most important resource: Village employees and those citizens who volunteer their time and expertise in service to the community

Team Work: Working collaboratively through personal initiative, professional accountability, mutual respect and trust

## **2017 ACCOMPLISHMENTS**

- Success of the Village Manager's Office is largely a function of the extent to which individual operating departments execute their roles and responsibilities in a manner that reflects the Guiding Principles and Values, and advances the Village Board's Objectives and Goals. Our operating departments have placed considerable focus this year on a number of priorities including but not limited to: economic development, technology, public safety, infrastructure, planning for the future investment in the Eisenhower I-290, and customer service improvements both internally and externally.
- To support and continue to grow a high performing organization, the Village Manager's Office continued to focus on the implementation of technology to support improvements to the internal environment and Village Hall workspace, employee recognition activities, internal services/systems and ongoing strategies to improve relationships with our collective bargaining units through a focused effort to keep contracts current.
- The Village Manager's Office hosted employee appreciation breakfasts to celebrate each new year and we held an ice cream social to celebrate the end of summer for all

employees. Village wide, new training opportunities for all employees, entitled Oak Park 101 were continued in 2017.

- Externally, the construction of the Emerson at the corner Lake and Maple is nearing completion and the first tenants moved in during Q3 7. The new urban Target is scheduled within the development in October 2017.
- The 2017 Village of Oak Park Citizen Survey will begin in Q3 and results will be presented in January 2018.

## **2018 WORK PLAN**

The FY18 Village Manager's Office work plan will be defined by the new Village Board upon the adopted of the Village Board Goals and Objectives.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - VILLAGE MANAGER'S OFFICE**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Amended</u>	<u>2017</u>	<u>2018</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
1001	41020	101	510501	General Fund	Village Manager's Office (VMO)	Regular Salaries	(430,185)	(393,251)	(406,681)	(406,681)	(386,978)	(428,761)
1001	41020	101	510503	General Fund	Village Manager's Office (VMO)	Overtime	(165)	(119)	(500)	(500)	-	(500)
SUB-TOTAL PERSONAL SERVICES							(430,350)	(393,370)	(407,181)	(407,181)	(386,978)	(429,261)
1001	41020	101	510506	General Fund	Village Manager's Office (VMO)	Equip Allow (Auto,Phone,Tools)	(1,154)	(1,207)	(1,200)	(1,200)	(1,200)	(1,200)
1001	41020	101	510519	General Fund	Village Manager's Office (VMO)	Vacation Time Payout	(5,811)	-	(6,000)	(6,000)	-	-
1001	41020	101	510999	General Fund	Village Manager's Office (VMO)	Grant Admin. - Salaries	15,363	-	-	-	-	-
1001	41020	101	520515	General Fund	Village Manager's Office (VMO)	Health Insurance Opt-out	-	-	-	-	-	(1,500)
1001	41020	101	520520	General Fund	Village Manager's Office (VMO)	Life Insurance Expense	(814)	(273)	(465)	(465)	(465)	(465)
1001	41020	101	520521	General Fund	Village Manager's Office (VMO)	Health Insurance Expense	(77,302)	(73,201)	(67,570)	(67,570)	(66,500)	(57,370)
1001	41020	101	520522	General Fund	Village Manager's Office (VMO)	Social Security Expense	(22,314)	(20,020)	(25,214)	(25,214)	(23,993)	(22,876)
1001	41020	101	520523	General Fund	Village Manager's Office (VMO)	Medicare Expense	(6,109)	(5,476)	(5,897)	(5,897)	(5,611)	(6,217)
1001	41020	101	520527	General Fund	Village Manager's Office (VMO)	IMRF Contributions	(61,804)	(55,741)	(56,935)	(56,935)	(55,106)	(42,705)
1001	41020	101	560651	General Fund	Village Manager's Office (VMO)	Employees Awards Recognition	(10,059)	(10,606)	(9,000)	(9,000)	(9,000)	(9,500)
SUB-TOTAL FRINGE BENEFITS							(170,003)	(166,524)	(172,281)	(172,281)	(161,875)	(141,833)
1001	41020	101	530650	General Fund	Village Manager's Office (VMO)	Conferences Training	(4,513)	(11,112)	(11,110)	(11,110)	(8,500)	(11,100)
1001	41020	101	530651	General Fund	Village Manager's Office (VMO)	Incentives	-	(220)	-	-	-	-
1001	41020	101	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	(1,979)	(4,313)	(50,000)	(50,000)	(27,500)	(50,000)
1001	41020	103	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	-	(90)	-	-	-	-
1001	41020	321	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	-	(465)	-	-	-	-
1001	41020	332	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	(451)	(5,168)	-	-	-	-
1001	41020	795	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	(150)	-	-	-	-	-
1001	41020	101	530667	General Fund	Village Manager's Office (VMO)	External Support	(521,782)	(299,355)	(464,435)	(464,435)	(464,435)	(464,435)
1001	41020	332	530667	General Fund	Village Manager's Office (VMO)	External Support	-	-	-	-	-	-
1001	41020	101	530687	General Fund	Village Manager's Office (VMO)	Township Interventionist Program	(48,314)	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(577,188)	(320,724)	(525,545)	(525,545)	(500,435)	(525,535)
1001	41020	101	550601	General Fund	Village Manager's Office (VMO)	Printing	(569)	(30)	(3,500)	(3,500)	(2,750)	(3,500)
1001	41020	101	550602	General Fund	Village Manager's Office (VMO)	Membership Dues	(26,601)	(42,661)	(31,000)	(31,000)	(31,000)	(31,000)
1001	41020	101	550603	General Fund	Village Manager's Office (VMO)	Postage	(766)	(929)	(775)	(775)	(775)	(800)
1001	41020	332	550603	General Fund	Village Manager's Office (VMO)	Postage	(35)	-	-	-	-	-
1001	41020	101	550605	General Fund	Village Manager's Office (VMO)	Travel & Mileage Reimbursement	(62)	(25)	(50)	(50)	(50)	(65)
1001	41020	101	550606	General Fund	Village Manager's Office (VMO)	Books & Subscriptions	(496)	(269)	(300)	(300)	(275)	(300)
1001	41020	332	550652	General Fund	Village Manager's Office (VMO)	Legal Postings and Doc. Fees	(171)	-	-	-	-	-
1001	41020	101	550689	General Fund	Village Manager's Office (VMO)	Operational Mainten Support	(149)	-	-	-	-	-
1001	41020	101	560616	General Fund	Village Manager's Office (VMO)	Toner Cartridges	(1,474)	(1,237)	(1,500)	(1,500)	-	-
1001	41020	101	560620	General Fund	Village Manager's Office (VMO)	Office Supplies	(1,897)	(3,384)	(5,000)	(5,000)	(4,800)	(5,000)
1001	41020	101	560625	General Fund	Village Manager's Office (VMO)	Clothing	-	-	(2,000)	(2,000)	(1,000)	(2,000)
1001	41020	101	560638	General Fund	Village Manager's Office (VMO)	Special Events	(5,950)	(8,829)	(5,000)	(5,000)	(5,000)	(6,000)
SUB-TOTAL MATERIALS & SUPPLIES							(38,170)	(57,364)	(49,125)	(49,125)	(45,650)	(48,665)
TOTAL EXPENDITURES							(1,215,712)	(937,981)	(1,154,132)	(1,154,132)	(1,094,938)	(1,145,294)

## COMMUNICATIONS

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

The Communications Department manages both external and internal communications, informing the public about municipal government programs, services and activities, and providing employees with information relevant to their duties and responsibilities. Department staff uses a wide range of proven public information tools, including print, electronic and broadcast media to carry out its mission. Tasks performed by Communication staff include the following:

- Write, design, produce and manage informational messages for the full range of communication tools, including electronic, broadcast and print.
- Manage the public website, [oak-park.us](http://oak-park.us), and the employee intranet website
- Manage the official social media communications tools, including [Facebook](#), [Twitter](#), [YouTube](#), [Pinterest](#) and [Instagram](#).
- Publish [enews](#), an ongoing subscription-based, direct electronic news information dissemination tool with more than 3,200 subscribers.
- Produce publications such as brochures, booklets, flyers, signs, the *OP/FYI* community newsletter and quarterly *Employee News*.
- Manage news media relations, including issuing news releases, answering inquiries from reporters and handling crisis communications and response.
- Operate the Village's government access cable television station VOP-TV, producing original video programming as well as live broadcasting and streaming meetings of the Village Board.
- Serve as in-house editors and writers of a wide range of messages created by other departments and volunteer bodies.
- Design and produce all forms and documents necessary for conducting business with the Village, including employee business cards.
- Provide video and photographic services for all departments, including training films, audio-visual support and photographs for employee identification badges.
- Provide support to the Village Manager's Office assembling and disseminating agenda materials for Village Board meetings as part of the online public policy transparency suite that includes streaming and archiving meetings online in a searchable database.



## 2017 ACCOMPLISHMENTS

- Increased reach of Facebook messages, with an average of about 123,000 impressions per month. On track to post more than 375 Facebook messages this year to an audience that has steadily grown to nearly 8,000 followers. Added 829 new followers in the first half of the year, a 10.5-percent increase in total audience. Engagement is on the rise, with Village posts shared more than 3,100 times and commented on more than 900 times through first half of 2017.
- Tweeted 381 messages through the first half of the year, averaging 860 impressions and 15 engagements per tweet (retweets, likes, url clicks). Village's Twitter account has more than 5,300 followers and grew by roughly 6.5 percent (353 followers) in the first half of the year.
- Added 434 Instagram followers in the first half of the year, marking a 44 percent increase in audience size to what is now more than 980 total followers. Created 116 Instagram posts, averaging 57 likes per post.
- Generated 116 quality engagements across social media platforms during the first six months of the year in which Village staff directly fielded a question or complaint from a social media user and provided a timely response.
- Increased *enews* list serve to more than 3,200 subscribers through July 2017, maintaining a near zero unsubscribe rate. Subscriber access now nearly evenly split between mobile and desktop devices.
- Produced 25 new, original programs for VOP-TV and YouTube through first half of 2017. Now have more than 360 original videos online that have received almost 55,000 individual views through the first half of the year, representing some 88,000 minutes of Village-centric messages watched online.
- Published nine issues of the six-page OP/FYI community newsletter that is distributed to every residential household in Oak, taking the Village messages across all socio-economic levels. Allowed other taxing bodies to include inserts and be mailed for free.
- Expanded gathering of public input online via the Village website using commenting approaches refined during the I-290 reconstruction meetings. Integrated online information dissemination and gathering techniques with online surveys.
- Refined employee website launched in late 2016, including creating a new staff telephone directory that incorporated individual photos and email addresses with telephone numbers. Continued moving items from shared folders to online for improved employee access and searchability.
- Supported Police in managing and disseminating public information messages related to multiple high-profile incidents.

- Managed regular updates to Village website, which is on pace for nearly two million page views this year. Parking continues to be most visited pages, along with online payment services and Human Resources.
- Supported the mission of the Civic Information Systems Commission, including successfully testing paying a small sum to boost Facebook posts about internet speed survey to audiences beyond standing Village fans.

## 2018 WORK PLAN

- Identify and implement a new public information tool to broaden citizen engagement through a communication channel that may make it easier to request services, report problems and share opinions.
- Investigate professional assessment of public website to determine if changes are needed to how information is presented and organized.
- Continue to work on better integration of device-responsive public website with a growing number of third-party applications that have been embraced for service administration, including BS&A, GIS Consortium and VillageView.
- Grow the Village's social media presence as an additional, effective tool for timely, direct citizen interaction.
- Integrate short-term needs to upgrade aging VOP-TV equipment within longer-range plans that will help ensure video capabilities remain at high standards for maintaining this vital public policy making communications channel.
- Continue to support all Village departments with public information message packaging and distribution to maximize effectiveness and maintain professional communications standards.
- Enhance efforts to help build and maintain morale and loyalty among Village employees with continued focus on internal communications, small-scale special events and recognition of individual efforts.
- Support the mission of the Civic Information Systems Commission.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - COMMUNICATION**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2015</b> <u>Actual</u>	<b>2016</b> <u>Actual</u>	<b>2017</b> <u>Budget</u>	<b>Amended</b> <b>2017</b> <u>Budget</u>	<b>2017</b> <u>Projected</u>	<b>2018</b> <u>Budget</u>
1001	41110	101	510501	General Fund	Communication	Regular Salaries	(213,809)	(207,204)	(224,363)	(224,363)	(231,602)	(231,602)
1001	41110	101	510506	General Fund	Communication	Equip Allow (Auto,Phone,Tools)	(460)	(339)	(480)	(480)	(480)	(500)
1001	41110	101	510999	General Fund	Communication	Grant Admin. - Salaries	617	-	-	-	-	-
1001	41110	101	520515	General Fund	Communication	Health Insurance Opt Out	-	(1,150)	-	-	-	(2,400)
1001	41110	101	520520	General Fund	Communication	Life Insurance Expense	(208)	(182)	(279)	(279)	(279)	(279)
1001	41110	101	520521	General Fund	Communication	Health Insurance Expense	(51,463)	(36,304)	(47,973)	(47,973)	(47,973)	(34,728)
1001	41110	101	520522	General Fund	Communication	Social Security Expense	(12,562)	(12,346)	(13,910)	(13,910)	(13,910)	(14,359)
1001	41110	101	520523	General Fund	Communication	Medicare Expense	(2,938)	(2,887)	(3,253)	(3,253)	(3,253)	(3,358)
1001	41110	101	520527	General Fund	Communication	IMRF Contributions	(30,297)	(29,524)	(31,411)	(31,411)	(31,411)	(23,068)
SUB-TOTAL FRINGE BENEFITS							(97,310)	(82,731)	(97,306)	(97,306)	(97,306)	(78,692)
1001	41110	101	530650	General Fund	Communication	Conferences Training	(25)	(829)	(2,500)	(2,500)	(1,500)	(2,500)
1001	41110	101	530660	General Fund	Communication	General Contractuals	-	(34,882)	(47,040)	(47,040)	(42,000)	(48,000)
1001	41110	113	530660	General Fund	Communication	General Contractuals	-	(322)	-	-	-	-
1001	41110	101	530667	General Fund	Communication	External Support	(41,189)	(10,564)	(15,250)	(15,250)	(15,000)	(15,000)
1001	41110	113	530667	General Fund	Communication	External Support	(793)	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(42,007)	(46,597)	(64,790)	(64,790)	(58,500)	(65,500)
1001	41110	101	550601	General Fund	Communication	Printing	(27,378)	(31,197)	(35,500)	(35,500)	(35,500)	(40,000)
1001	41110	101	550602	General Fund	Communication	Membership Dues	(230)	(500)	(2,500)	(2,500)	(750)	(1,200)
1001	41110	101	550603	General Fund	Communication	Postage	(35,452)	(36,215)	(36,500)	(36,500)	(36,000)	(37,000)
1001	41110	101	550605	General Fund	Communication	Travel & Mileage Reimbursement	(9)	-	(50)	(50)	(50)	(50)
1001	41110	101	550606	General Fund	Communication	Books & Subscriptions	-	(117)	(500)	(500)	(500)	(500)
1001	41110	111	550663	General Fund	Communication	Software License Update	-	-	-	-	-	(1,800)
1001	41110	101	550666	General Fund	Communication	Public Information Promotions	(3,934)	(2,058)	(2,500)	(2,500)	(2,500)	(2,500)
1001	41110	101	560620	General Fund	Communication	Office Supplies	(180)	(29)	(400)	(400)	(400)	(400)
1001	41110	101	560631	General Fund	Communication	Operational Supplies	(693)	-	(2,500)	(2,500)	(2,500)	(2,500)
1001	41110	113	560631	General Fund	Communication	Operational Supplies	-	(1,845)	-	-	-	-
1001	41110	135	560631	General Fund	Communication	Operational Supplies	-	(60)	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(67,876)	(72,022)	(80,450)	(80,450)	(78,200)	(85,950)
1001	41110	101	570710	General Fund	Communication	Equipment	-	(7,030)	(15,000)	(15,000)	(14,500)	(15,000)
1001	41110	101	570711	General Fund	Communication	Software	-	-	(1,800)	(1,800)	(1,000)	(1,800)
1001	41110	101	570720	General Fund	Communication	Computer Equipment	-	(555)	-	-	-	-
SUB-TOTAL CAPITAL OUTLAY							-	(7,585)	(16,800)	(16,800)	(15,500)	(16,800)
TOTAL EXPENDITURES							(421,002)	(416,140)	(483,709)	(483,709)	(481,108)	(478,544)

## HUMAN RESOURCES

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

Human Resources provides internal services to all departments via highly complex administrative support of the Village Manager, Department Directors and all employees by managing recruiting procedures, employee/retiree services, equal opportunity employment plan management, position classification and pay plan management, records maintenance for all Village employees reflecting tenure, qualifications and service, leaves of absence and related matters, and administration of retirement and insurance plans via a third party contractor.

Services are provided through the following programs:

- **General Administration** – Maintaining accurate employment and benefit records
- **Labor Relations** – Assisting in the negotiation and administration of nine collective bargaining agreements and administering the Personnel Manual to ensure that contractual terms and conditions of employment and general Village policies are applied in a fair and equitable manner.
- **Benefits Administration** - Providing and administering a comprehensive employee benefits program that is cost effective while also considered by employees as having value in terms of their total compensation from the Village.
- **Employment** – Being recognized as an employer of choice through an effective talent management program that includes applicant management, on-boarding, performance management, learning management and recognition and rewards (including compensation) management.
- **Training** – Creating and sustaining a learning environment to communicate Village Guiding Principles and Values, enhance employee engagement through opportunities for personal and professional growth, and evaluate and affirm that programs and services are aligned to Village Board priorities and strategic objectives in a cost-effective manner.

## 2017 ACCOMPLISHMENTS

- Improved employee relations:
  - Developed a focused approach to developing relationships with all levels of management and employees. The HR Department worked cooperatively with management, employees and the union to resolve performance concerns through one-on-one coaching and focused performance management.
  - Developed a testing and interview process for new hires which added a focus on soft skills such as working in a team environment, customer service and adaptability to ensure the Village work environment remains positive and minimized negative employee relation issues.
- Integrated Village principles through the development of a new on-boarding process:
  - Developed a new on-boarding experience which included the use of new and existing employee videos helping new employees to better understand the Village's expectations as an employer as well as presenting policy and principle in an easy to understand presentation. The new process also included tours of Village facilities and online training to reinforce values and principles.
- Improved employee soft and technical skills:
  - Developed and implemented a focused customer service training built on the considerations our community's expectations with respect to our role as a public entity.
  - Developed diversity and respectful workplace training which integrated classroom and online learning.
  - Developed and implemented management and supervisory training which focused on the legal considerations and appropriate processes for leaves, workplace injuries, harassment, reasonable suspicion, OSHA and public safety training.
- Improved benefit administration:
  - Focused closely on the daily administration of benefits through weekly audits; process review and improvement and integrating retirees, COBRA and PSEBA participants into electronic files.
  - Developed a process for review of PSEBA benefits and integrated State mandated reporting for benefit recipients.
  - Reviewed and updated all benefit records for compliance with the Affordable Health Care Act (ACA).
  - Systematically reviewed and updated all enrollments for voluntary benefits such as life insurance to resolve inconsistencies in premiums and enrollments.
- Improved HR processes and record keeping:
  - Audited and improved all HR financial processes and obligations to ensure that billing was appropriate and timely.
  - Proactively audited and updated all employee information in ADP to ensure that the transition to a new electronic record system, BS&A would be as efficient as possible.

- Conducted process improvement analysis on all HR tasks and functions to improve our ability to support Village departments and ensure compliance with all state and federal laws.
- Encouraged continued education and learning for all members of the HR team so that best practices and the most current application of employee relation laws are in practice.
- Partnered with the Finance Department in the transition from ADP to BS&A and Kronos.
- Selected a permanent vendor for temporary employment placements through a competitive RFP process. The new vendor allowed for reduced cost through price control and elimination of the traditional transition fee.
- Managed health through wellness:
  - Reinvigorated Oak Park 101 with the Village's first Wellness Fair which provided the opportunity for employees and retirees to receive flu shots and learn about wellness offerings and daily, small changes which will lead to better health.
  - Started the Walk to Wellness Club which offered group activities and incentives to Village employees for meeting specific goals and improving one of their health challenges.
- Developed a strong leave management program
  - Outsourced the Village FMLA process to the Village EAP vendor Perspectives. This allowed employees a neutral administrator who is well versed in the mandates of the federal leave program.
  - The selection of Perspectives allows for employees to utilize the EAP resources for those needs unique to their leave.
  - Developed a "Non-FMLA" leave for employees who required a continued absence from the workplace after the exhaustion of their FMLA entitlement. The new policy allowed for better management and communication with employees out of the workplace; assisted in setting goals for return and allowed the Village to manage accruals and benefits more effectively.
- Managed public safety recruitment process:
  - Successfully managed the recruitment and hiring of twelve (12) police officers and the promotional process for Police Sergeant, Police Commander, Police Deputy Chief and Fire Lieutenant as well as the hiring of six (6) Firefighter/Paramedics.

## 2018 WORK PLAN

1. Continue the focus on improved employee relations:
  - a. To meet this objective the Human Resource team has adopted the following mission statement: *"The mission of the Oak Park HR department is to build a strong, diverse workforce in a team environment that is respectful of the individual through a fair and educated application of all rules, laws and contractual language; in conjunction with effective training and communication programs and through continued processes improvement and the use of technology, workshops and special events."*
  - b. Continue to manage employee relations through an integrated approach which considers the Village and employee needs with a primary focus on delivering the highest level of customer service.
  - c. Provide continued training opportunities for employees focused on their roles and responsibilities in creating a positive work environment, customer service and improving technical skills.
2. Provide managers and supervisors the tools to effectively manage their teams:
  - a. Develop an electronic management toolbox that consists of clearly understood processes, roles and responsibilities. The toolbox would be a resource for all employee issues from hiring to separation and would allow managers and supervisors more confidence in following processes and procedures.
  - b. Continue training for managers and supervisors to ensure that they are comfortable in their application of human resource laws and practices and employment and payroll processes.
3. Capitalize on opportunities presented by new financial systems to improve HR processes:
  - a. Develop communication protocols, tracking methods and accountability loops through the use of Lazerfishe as a training forum.
  - b. Continue HR process improvements through a proactive management of transition to BS&A and Kronos which will allow for better tracking and management of paid time off; contractual obligations; pay issues and leave management.
4. Continue to monitor and stabilize leave programs:
  - a. Work with vendor to ensure a fair and applicable application of all federal and state laws to requests for workplace leave of absences.



- b. Work proactively with managers and the third party administrator for worker's compensation to ensure injured employees are allowed all rights and provisions defined by law; are tracked and monitored appropriately and are returned to the workplace as appropriate to their injury.
- 5. Develop robust wellness program:
  - a. Integrate a wellness approach to health management through group participation events, education and participation.
  - b. Develop partnerships with community health and wellness providers to find opportunities for an expanded wellness program.
- 6. Continue support of external committees:
  - a. Provide leadership to the Fire and Police Commission in the recruitment and promotional processes for our public safety departments.
  - b. Partner with the Police Department in our work with the Citizens Police Advisory Committee.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - HUMAN RESOURCES**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Amended</u>	<u>2017</u>	<u>2018</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
1001	41080	101	510501	General Fund	HR - Human Resources	Regular Salaries	(102,009)	(124,832)	(315,921)	(278,641)	(265,595)	(265,595)
1001	41080	131	510501	General Fund	HR - Human Resources	Regular Salaries	(4,267)	(3,157)	-	-	-	-
1001	41080	133	510501	General Fund	HR - Human Resources	Regular Salaries	(4,267)	(3,157)	-	-	-	-
1001	41080	134	510501	General Fund	HR - Human Resources	Regular Salaries	(4,267)	(3,157)	-	-	-	-
1001	41080	135	510501	General Fund	HR - Human Resources	Regular Salaries	(4,264)	(3,154)	-	-	-	-
1001	41080	101	510503	General Fund	HR - Human Resources	Overtime	-	-	(1,000)	(1,000)	-	(1,000)
SUB-TOTAL PERSONAL SERVICES							(119,074)	(137,456)	(316,921)	(279,641)	(265,595)	(266,595)
1001	41080	101	510519	General Fund	HR - Human Resources	Vacation Time Payout	(3,343)	(4,264)	-	-	-	-
1001	41080	101	510506	General Fund	HR - Human Resources	Equip Allow (Auto,Phone,Tools)	-	(223)	-	-	-	-
1001	41080	101	520505	General Fund	HR - Human Resources	Tuition Reimbursement	(3,826)	(835)	(15,000)	(15,000)	(15,000)	(15,000)
1001	41080	101	520515	General Fund	HR - Human Resources	Health Insurance Opt Out	-	(950)	-	-	-	-
1001	41080	135	520515	General Fund	HR - Human Resources	Health Insurance Opt Out	(2,307)	(1,764)	(2,600)	(2,600)	(2,600)	(2,400)
1001	41080	101	520520	General Fund	HR - Human Resources	Life Insurance Expense	(90)	(55)	(465)	(423)	(279)	(279)
1001	41080	131	520520	General Fund	HR - Human Resources	Life Insurance Expense	(5)	(9)	-	-	-	-
1001	41080	133	520520	General Fund	HR - Human Resources	Life Insurance Expense	(5)	(9)	-	-	-	-
1001	41080	134	520520	General Fund	HR - Human Resources	Life Insurance Expense	(5)	(9)	-	-	-	-
1001	41080	135	520520	General Fund	HR - Human Resources	Life Insurance Expense	(5)	(9)	-	-	-	-
1001	41080	101	520521	General Fund	HR - Human Resources	Health Insurance Expense	(14,936)	-	(75,363)	(64,868)	(51,166)	(47,080)
1001	41080	101	520522	General Fund	HR - Human Resources	Social Security Expense	(6,099)	(7,769)	(19,587)	(17,402)	(16,467)	(15,869)
1001	41080	131	520522	General Fund	HR - Human Resources	Social Security Expense	(259)	(193)	-	-	-	-
1001	41080	133	520522	General Fund	HR - Human Resources	Social Security Expense	(259)	(193)	-	-	-	-
1001	41080	134	520522	General Fund	HR - Human Resources	Social Security Expense	(259)	(193)	-	-	-	-
1001	41080	135	520522	General Fund	HR - Human Resources	Social Security Expense	(399)	(300)	-	-	-	-
1001	41080	101	520523	General Fund	HR - Human Resources	Medicare Expense	(1,427)	(1,817)	(4,581)	(4,070)	(3,851)	(3,851)
1001	41080	131	520523	General Fund	HR - Human Resources	Medicare Expense	(61)	(45)	-	-	-	-
1001	41080	133	520523	General Fund	HR - Human Resources	Medicare Expense	(61)	(45)	-	-	-	-
1001	41080	134	520523	General Fund	HR - Human Resources	Medicare Expense	(61)	(45)	-	-	-	-
1001	41080	135	520523	General Fund	HR - Human Resources	Medicare Expense	(93)	(70)	-	-	-	-
1001	41080	101	520527	General Fund	HR - Human Resources	IMRF Contributions	(14,928)	(18,427)	(44,229)	(42,551)	(37,820)	(26,453)
1001	41080	131	520527	General Fund	HR - Human Resources	IMRF Contributions	(605)	(447)	-	-	-	-
1001	41080	133	520527	General Fund	HR - Human Resources	IMRF Contributions	(605)	(447)	-	-	-	-
1001	41080	134	520527	General Fund	HR - Human Resources	IMRF Contributions	(605)	(447)	-	-	-	-
1001	41080	135	520527	General Fund	HR - Human Resources	IMRF Contributions	(931)	(697)	-	-	-	-
SUB-TOTAL FRINGE BENEFITS							(51,175)	(39,263)	(161,825)	(146,914)	(127,183)	(110,932)
1001	41080	133	520668	General Fund	HR - Human Resources	Unemployment Ins Payments	-	(26,922)	(25,000)	(25,000)	(2,000)	(25,000)
1001	41080	101	530646	General Fund	HR - Human Resources	Pre-employment Testing	-	-	-	-	-	(12,000)
1001	41080	101	530642	General Fund	HR - Human Resources	Background Check	(30)	(477)	(8,000)	(8,000)	(5,000)	(8,000)
1001	41080	134	530642	General Fund	HR - Human Resources	Background Check	(419)	(569)	-	-	-	(6,000)
1001	41080	101	530650	General Fund	HR - Human Resources	Conferences Training	(720)	(3,114)	(9,000)	(9,000)	(8,000)	(8,000)
1001	41080	101	530652	General Fund	HR - Human Resources	Training Services	-	(5,340)	(30,000)	(30,000)	(25,000)	(28,000)
1001	41080	134	530652	General Fund	HR - Human Resources	Training Services	-	(485)	-	-	-	-
1001	41080	135	530652	General Fund	HR - Human Resources	Training Services	(9,178)	(6,700)	-	-	-	-
1001	41080	101	530658	General Fund	HR - Human Resources	Temporary Services	-	-	-	-	-	(150,000)
1001	41080	101	530667	General Fund	HR - Human Resources	External Support	(20,279)	(53,980)	(165,000)	(157,000)	(101,000)	(96,000)
1001	41080	131	530667	General Fund	HR - Human Resources	External Support	-	(3,704)	-	-	-	-
1001	41080	134	530678	General Fund	HR - Human Resources	Medical Fees	-	-	-	-	-	(5,000)
1001	41080	134	530667	General Fund	HR - Human Resources	External Support	(100,050)	(41,729)	-	-	-	(26,000)
SUB-TOTAL CONTRACTUAL SERVICES							(130,675)	(143,019)	(237,000)	(229,000)	(141,000)	(364,000)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - HUMAN RESOURCES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	41080	101	550601	General Fund	HR - Human Resources	Printing	-	(82)	(500)	(500)	(500)	(500)
1001	41080	101	550602	General Fund	HR - Human Resources	Membership Dues	(2,725)	(1,932)	(5,000)	(5,000)	(5,000)	(5,012)
1001	41080	131	550602	General Fund	HR - Human Resources	Membership Dues	(435)	(525)	-	-	-	-
1001	41080	134	550602	General Fund	HR - Human Resources	Membership Dues	(390)	(390)	-	-	-	-
1001	41080	101	550603	General Fund	HR - Human Resources	Postage	(622)	(663)	(2,000)	(2,000)	(2,000)	(2,000)
1001	41080	133	550603	General Fund	HR - Human Resources	Postage	(22)	(20)	-	-	-	-
1001	41080	134	550603	General Fund	HR - Human Resources	Postage	(144)	(20)	-	-	-	-
1001	41080	101	550605	General Fund	HR - Human Resources	Travel & Mileage Reimbursement	-	(30)	-	-	-	(200)
1001	41080	134	550605	General Fund	HR - Human Resources	Travel & Mileage Reimbursement	(61)	-	-	-	-	-
1001	41080	101	550606	General Fund	HR - Human Resources	Books & Subscriptions	-	(66)	-	-	-	-
1001	41080	101	560620	General Fund	HR - Human Resources	Office Supplies	(2,390)	(2,652)	(7,500)	(7,500)	(7,500)	(3,000)
1001	41080	101	550671	General Fund	HR - Human Resources	Office Machine Service	-	-	-	-	-	(200)
1001	41080	101	560616	General Fund	HR - Human Resources	Toner Cartridges	-	-	-	-	-	(500)
1001	41080	101	560638	General Fund	HR - Human Resources	Special Events	-	(57)	-	-	-	(1,000)
1001	41080	134	560638	General Fund	HR - Human Resources	Special Events	-	(70)	-	-	-	-
1001	41080	101	560639	General Fund	HR - Human Resources	Advertising	-	(1,210)	(8,000)	(16,000)	(16,000)	(16,000)
1001	41080	134	560639	General Fund	HR - Human Resources	Advertising	(6,938)	(3,289)	-	-	-	-
1001	41080	101	560651	General Fund	HR - Human Resources	Employees Awards Recognition	-	-	(500)	(500)	(500)	(1,000)
1001	41080	101	560652	General Fund	HR - Human Resources	Employee Physicals	-	-	(12,500)	(12,500)	(12,500)	(12,500)
1001	41080	134	560652	General Fund	HR - Human Resources	Employee Physicals	(6,857)	(4,200)	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(20,583)	(15,205)	(36,000)	(44,000)	(44,000)	(41,912)
SUBTOTAL							(321,506)	(334,943)	(751,746)	(699,555)	(577,778)	(783,439)

## **LEGAL**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

It is the mission of the Law Department to provide effective legal services to the Village Board, the Village Manager, Boards and Commissions and Village staff.

The Law Department is responsible for all legal matters concerning the Village of Oak Park. Such matters include the following: advice and counsel, the prosecution and defense of civil litigation, workers' compensation claims and other contested matters, real estate, land use and zoning matters, transactional matters, development agreements, the drafting of ordinances, resolutions, contracts, policies, memorandums and other documents, the enforcement of the Village Code and Village ordinances, traffic court prosecutions, collections, document review, procurement of the Village's excess insurance policies and property and casualty policy, provide legal support for Freedom of Information Act requests, and various other matters as they arise. The Law Department consists of the Village Attorney, Assistant Village Attorney, and Legal Secretary.

## **2017 ACCOMPLISHMENTS**

Significant accomplishments include a reduction in pending civil litigation and workers' compensation cases pursuant to dismissals or settlements reached during the year, bringing additional work in-house at a cost-savings to the Village, cost containment of the Village's excess insurance policies and property and casualty policy, drafting and adoption of numerous ordinances to be codified as part of the Village Code, acting as the liaison to the Liquor Control Review Board and working to implement various processes for the Board, the drafting, review and approval of 263 contracts through July 19, 2017, and 347 contracts during 2016 and the drafting, review and approval of 71 ordinances and 190 resolutions through July 19, 2017. The Law Department completed the sale of Village-owned properties for the South and Harlem development, the District House development on Lake Street, the purchase of the Lake and Forest Parking Garage, and continued legal work on other real estate developments in the Village.

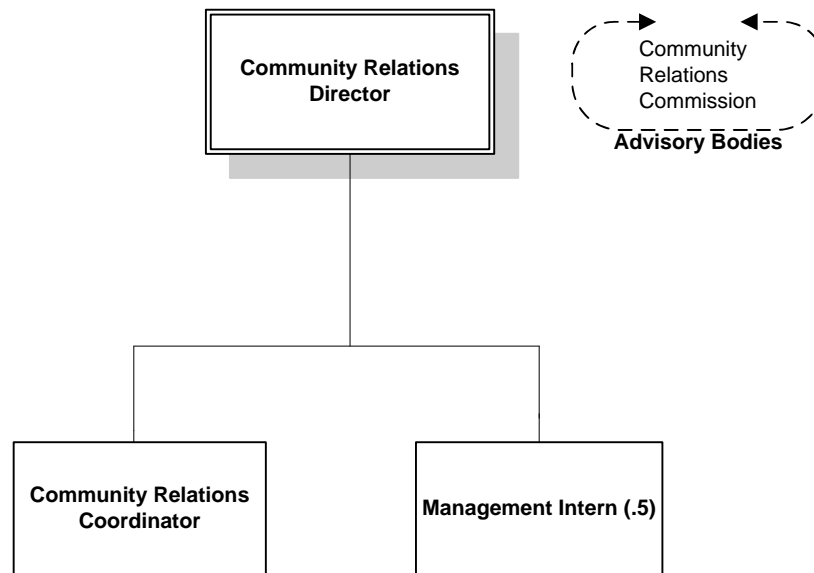
Projects and planned accomplishments for the remainder of 2017 include completion of various real estate transactions for properties on Madison Street, continuing work on pending civil litigation and workers' compensation cases and bringing such matters to a successful conclusion, continued standardization of contracts, intergovernmental agreements, partner agency agreements, and Board agenda item matters, work related to various pending property developments in the Village and the review of liquor license classifications and fees for licenses.

## **2018 WORK PLAN**

The 2018 Work Plan for the Law Department includes continued aggressive efforts to successfully defend civil litigation and workers' compensation matters brought against the Village and affirmative litigation in favor of the Village, the rewrite and revision of various chapters and articles of the Village Code, continued standardization of contracts, intergovernmental agreements, partner agency agreements and forms for use by the Law Department and other departments, acting as liaison to the Liquor Control Review Board and the handling and processing of liquor license matters to the Village Board and continued legal support for responses to Freedom of Information Act requests. The proposed 2018 budget will provide the necessary resources to handle these matters and other matters as they arise throughout the 2018 budget year.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - LEGAL

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	41070	101	510501	General Fund	LEGAL - Law	Regular Salaries	(207,123)	(275,562)	(320,035)	(320,035)	(296,441)	(333,595)
1001	41070	101	510503	General Fund	LEGAL - Law	Overtime	-	-	(1,000)	(1,000)	-	(1,000)
SUB-TOTAL PERSONAL SERVICES							(207,123)	(275,562)	(321,035)	(321,035)	(296,441)	(334,595)
1001	41070	101	510506	General Fund	LEGAL - Law	Equip Allow (Auto,Phone,Tools)	(505)	(507)	(650)	(650)	-	(700)
1001	41070	101	520520	General Fund	LEGAL - Law	Life Insurance Expense	(148)	(182)	(279)	(279)	(279)	(372)
1001	41070	101	520521	General Fund	LEGAL - Law	Health Insurance Expense	(49,565)	(50,907)	(63,210)	(63,210)	(52,605)	(33,039)
1001	41070	101	520522	General Fund	LEGAL - Law	Social Security Expense	(10,084)	(13,964)	(19,842)	(19,842)	(18,379)	(18,218)
1001	41070	101	520523	General Fund	LEGAL - Law	Medicare Expense	(2,800)	(3,789)	(4,641)	(4,641)	(4,298)	(4,837)
1001	41070	101	520515	General Fund	LEGAL - Law	Health Insurance Opt Out	-	(1,150)	-	-	-	(2,400)
1001	41070	101	520527	General Fund	LEGAL - Law	IMRF Contributions	(29,349)	(39,210)	(44,805)	(44,805)	(42,213)	(31,905)
SUB-TOTAL FRINGE BENEFITS							(92,452)	(109,709)	(133,427)	(133,427)	(117,774)	(91,471)
1001	41070	101	530650	General Fund	LEGAL - Law	Conferences Training	(4,646)	(2,709)	(7,000)	(7,000)	(7,000)	(7,000)
1001	41070	101	530660	General Fund	LEGAL - Law	General Contractuals	(4)	-	-	-	-	-
1001	41070	101	530667	General Fund	LEGAL - Law	External Support	(220,637)	(231,772)	(275,000)	(275,000)	(150,000)	(250,000)
1001	41070	101	530680	General Fund	LEGAL - Law	Legal Fees Liability Claims	-	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(225,287)	(234,480)	(282,000)	(282,000)	(157,000)	(257,000)
1001	41070	101	550601	General Fund	LEGAL - Law	Printing	-	-	(100)	(100)	(100)	(100)
1001	41070	101	550602	General Fund	LEGAL - Law	Membership Dues	(2,245)	(2,513)	(2,600)	(2,600)	(2,600)	(2,600)
1001	41070	101	550603	General Fund	LEGAL - Law	Postage	(1,208)	(1,149)	(700)	(700)	-	-
1001	41070	101	550605	General Fund	LEGAL - Law	Travel & Mileage Reimbursement	(422)	(46)	(400)	(400)	(400)	(500)
1001	41070	101	550606	General Fund	LEGAL - Law	Books & Subscriptions	(5,378)	(5,053)	(6,175)	(6,175)	(5,100)	(6,175)
1001	41070	101	560620	General Fund	LEGAL - Law	Office Supplies	(2,990)	(2,202)	(3,500)	(3,500)	(3,000)	(3,000)
1001	41070	101	560638	General Fund	LEGAL - Law	Special Events	(105)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(12,348)	(10,963)	(13,475)	(13,475)	(11,200)	(12,375)
TOTAL EXPENDITURES							(537,209)	(630,713)	(749,937)	(749,937)	(582,415)	(695,441)





## **COMMUNITY RELATIONS**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

Established in 1971, the Oak Park Community Relations Department is responsible for monitoring and enforcing the Village's Fair Housing and Public Accommodations Ordinances. The Department is established specifically by Municipal Code and also provides a wide range of intervention and outreach services to the community designed to enhance the overall quality of life and promote the Village's goal of fostering diversity and respect for human differences. The Community Relations Department works amongst and through each department within the Village for the provision of its multiple services to residents. The department accomplishes its mission via three areas of service delivery, including:

##### **Tenant/Landlord Relations**

- Investigates complaints of discrimination, unlawful management practices and code compliance for mitigation
- Provides diversity counseling and training to the public, residents, landlords and realtors to increase awareness of diversity and inclusion issues
- Mediation of landlord tenant disputes to promote long term tenancies in rental sector
- Conducts fair housing and educational sessions to realtors, landlords, tenants and public

##### **Community Outreach Services**

- Serves as Village information clearinghouse
- Develops programs that promote neighbor connectivity
- Provides new resident information and orientation services
- Facilitates neighborhood and community conflict resolution
- Provides referrals to community resources
- Trains residents for community organizing projects
- Coordinates Village's graffiti hotline and removal program

##### **Special Events and Services**

- Coordination of Day in Our Village Festival
- Coordination of July 4<sup>th</sup> Diversity Parade
- Middle School Human Relations Awards
- Youth Life/Employment Skills Program
- Coordinates Diversity Dialogue Dinner Program

## 2017 ACCOMPLISHMENTS

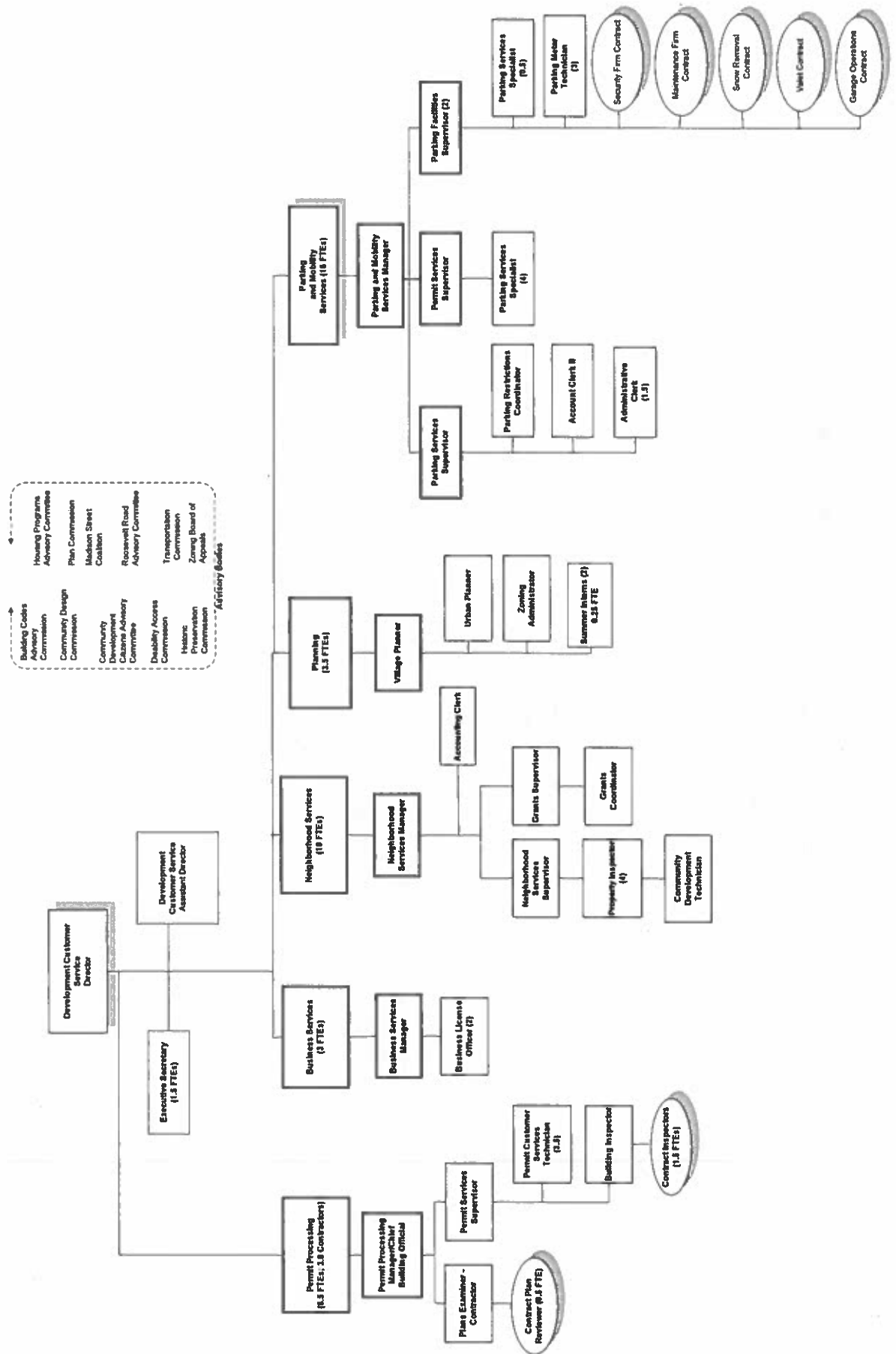
- Department successfully coordinated 44th Annual Day in our Village Festival to promote diversity and community engagement throughout the Village. Largest vendor participation since the festival's inception was accomplished this year with 177 vendors participating. This year's festival included three organizations from the Austin community after proactive outreach conducted by Community Relations Department to link the Oak Park and Austin communities.
- Department coordinated and produced the 2017 July 4<sup>th</sup> Diversity Parade to showcase the Village's diversity and commitment to community pride. Outreach was conducted with neighboring communities for cross-community cohesion. Largest registration of participants since the event's inception accomplished with nearly 80 groups participating.
- Department coordinated and produced 14<sup>th</sup> Annual Summer Youth Skills Workshop program in partnership with the Oak Park Public Library to provide youth with critical skills necessary to navigate the employment arena and make positive life choices.
- Department Director participated as presenter for Alliance for Innovation Learning Lab series to discuss and highlight the Community Relations Dinner and Dialogue outreach program designed to foster inclusion and racial understanding throughout the community.
- Department began review and update of landlord/tenant handbook resource for consumers.
- Conducted Fair Housing training for thirty two building owners/managers to improve their knowledge of Fair Housing issues and resources for clients.
- Department coordinated five dinner dialogue sessions in collaboration with Community Relations Commission to promote cultural/racial understanding.
- Provided support to Community Relations Commission work plan goals.
- Department Director conducted outreach activities to the Austin and West side community to increase networking and joint initiatives to build stronger relationships between communities.

## 2018 WORK PLAN

- Department will continue work with staff of Housing Forward on development and implementation of Tenant Information Seminars to educate and equip program clients with basic Fair Housing information that will lead them to become more knowledgeable on their rights as tenants.
- Department and Commission will continue to work with local service entities to foster development of volunteer teams to assist with community special events such as Day in our Village and July 4<sup>th</sup> parade activities.
- Department will coordinate and execute 45<sup>th</sup> Annual Day in our Village Festival.
- Department will coordinate and execute 14th Annual Diversity Parade and activities.
- Department will coordinate and execute 2018 Youth Skills Initiative in partnership with public library.
- Department will continue to serve as consultant to school Districts 97 and 200 on community issues of race relations, cultural issues and diversity.
- Department will coordinate public forums with Community Policing Resource officers to assist with neighborhood tensions and conflict resolution as appropriate.
- Staff will explore feasibility of establishing quarterly Community Relations Awards Ceremony for residents who exemplify attitude and philosophy of inclusion in the community.
- Department will continue cross-community activities with Austin, Berwyn, Cicero and Galewood communities by establishing quarterly meetings to generate updates on community events and activities that can be shared.
- Department will explore reconvening local school visits by staff to share with students and faculty Oak Park's history and current efforts to foster diversity and inclusion.
- Department will continue to provide support to Community Relations Commission on work plan goals and objectives.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - COMMUNITY RELATIONS

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	46300	101	510501	General Fund	Community Relations	Regular Salaries	(51,680)	(107,950)	(177,087)	(177,087)	(149,364)	(169,364)
1001	46300	311	510501	General Fund	Community Relations	Regular Salaries	(51,680)	-	-	-	-	-
						SUB-TOTAL PERSONAL SERVICES	(103,360)	(107,950)	(177,087)	(177,087)	(149,364)	(169,364)
1001	46300	101	520515	General Fund	Community Relations	Health Insurance Opt Out	-	(1,509)	-	-	-	(1,500)
1001	46300	311	520515	General Fund	Community Relations	Health Insurance Opt Out	(1,442)	-	-	-	-	-
1001	46300	101	520520	General Fund	Community Relations	Life Insurance Expense	(49)	(91)	(186)	(186)	(186)	(186)
1001	46300	311	520520	General Fund	Community Relations	Life Insurance Expense	(49)	-	-	-	-	-
1001	46300	101	520521	General Fund	Community Relations	Health Insurance Expense	(4,272)	(8,948)	(24,246)	(24,246)	(17,342)	(17,416)
1001	46300	311	520521	General Fund	Community Relations	Health Insurance Expense	(4,272)	-	-	-	-	-
1001	46300	101	520522	General Fund	Community Relations	Social Security Expense	(3,143)	(6,641)	(10,979)	(10,979)	(9,261)	(10,501)
1001	46300	311	520522	General Fund	Community Relations	Social Security Expense	(3,231)	-	-	-	-	-
1001	46300	101	520523	General Fund	Community Relations	Medicare Expense	(735)	(1,553)	(2,568)	(2,568)	(2,166)	(2,456)
1001	46300	311	520523	General Fund	Community Relations	Medicare Expense	(756)	-	-	-	-	-
1001	46300	101	520527	General Fund	Community Relations	IMRF Contributions	(7,323)	(15,294)	(22,856)	(22,856)	(21,269)	(15,699)
1001	46300	311	520527	General Fund	Community Relations	IMRF Contributions	(7,527)	-	-	-	-	-
						SUB-TOTAL FRINGE BENEFITS	(32,798)	(34,035)	(60,835)	(60,835)	(50,224)	(47,758)
1001	46300	101	530662	General Fund	Community Relations	Boards Commissions Support	(670)	(1,878)	-	-	-	-
1001	46300	101	530667	General Fund	Community Relations	External Support	(180)	(21,109)	(25,500)	(25,500)	(20,323)	(22,500)
1001	46300	311	530667	General Fund	Community Relations	External Support	(10,500)	-	-	-	-	-
1001	46300	314	530667	General Fund	Community Relations	External Support	-	(158)	-	-	-	-
						SUB-TOTAL CONTRACTUAL SERVICES	(11,350)	(23,144)	(25,500)	(25,500)	(20,323)	(22,500)
1001	46300	101	550601	General Fund	Community Relations	Printing	-	(41)	(500)	(500)	(500)	(2,500)
1001	46300	101	550602	General Fund	Community Relations	Membership Dues	(50)	(50)	(50)	(50)	(50)	(50)
1001	46300	101	550603	General Fund	Community Relations	Postage	(147)	(34)	(300)	(300)	(300)	(300)
1001	46300	101	550666	General Fund	Community Relations	Public Information Promotions	(684)	-	-	-	-	-
1001	46300	101	530650	General Fund	Community Relations	Conferences Training	-	-	-	-	-	(1,000)
1001	46300	101	560620	General Fund	Community Relations	Office Supplies	(1,084)	(1,106)	(600)	(600)	(600)	(600)
1001	46300	311	560638	General Fund	Community Relations	Special Events	(10,213)	-	-	-	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(12,178)	(1,232)	(1,450)	(1,450)	(1,450)	(4,450)
						TOTAL EXPENDITURES	(159,685)	(166,362)	(264,872)	(264,872)	(221,361)	(244,072)



## **Development Customer Services**

### **Executive Overview**

#### **Departmental Summary**

The Development Customer Services Department is a combination of four divisions: Business Services, Planning, Permit Processing and Neighborhood Services. The department delivers its services through the following divisions:

**Administrative Division** – oversees the work of the four divisions and manages the development activities of the Village.

**Business Services Division** – responsible for licensing and inspections of all businesses and is a liaison to the business districts. Business Services is the first point of entry for new businesses in the community.

**Planning Division** – responsible for all planning activities including new developments and existing Village plans. The Division also is responsible for zoning and historic preservation.

**Permit Processing Division** – responsible for issuing of permits for all construction activities in the Village.

**Neighborhood Services Division** – responsible for the Village's housing programs, Community Development Block Grant activities and property maintenance issues, including the Neighborhood Walk program, rental unit inspections and neighborhood complaints.

#### **2017 Accomplishments**

##### **Administration**

- Coordinated the activities of the entire Department including the successful implementation of a new software solution that combines the Permitting, Licensing and Inspection functions into a single solution, VillageView.
- Managed all major development projects for the Village, including negotiating and implementing all redevelopment activities, and coordinating timely and efficient response from all other Village departments involved. Major projects included Chicago Maple, 1 Lake Street, Emerson, Lincoln Properties, District House, Lexington Homes and Albion.

##### **Business Services**

- Provided business ombudsman services to more than 100 new businesses entering the community.
- Conducted 30 preliminary property needs assessment site visits.

- Successfully executed Business License Renewals in new operating system updating all accounts with new demographic data.
- Developed an on-line business handbook providing access to information regarding opening and maintaining businesses in the Village.
- Completed Phase 1 of a comprehensive Municipal Wayfinding Signage assessment and design project, and entered into Phase 2 – Implementation Planning.
- Developed a new ordinance governing BYOB (Bring Your Own) services that was adopted by the Village Board.
- Reviewed and Revised Ordinances governing Business Licensing (Chapter 8), including the sale of tobacco products, and day/night care centers; Streets and Sidewalks (Chapter 22) Commercial use of Public Space.
- Issued 2,000 business licenses, including liquor and chauffeur licenses.
- Conducted more than 500 commercial inspections, both scheduled and complaint-based.
- Reviewed and revised as needed all licensing and commercial inspection processes.
- Continued refinement to detailed retail sales tax report for use by the Village Manager's Office and Board of Trustees.
- Worked closely with the Oak Park River Forest Chamber of Commerce to develop and implement a business district support strategy.

### **Neighborhood Services**

- Serviced seven projects under the Single Family Housing Rehabilitation Loan Program. Some 16 inquiries were received, 4 of which would be eligible for the program, with the six submitting applications. Most project applications were taken from a 2016 wait list and completed in 2017.
- Assist 10 new units under the Small Rental Properties Rehabilitation Loan Program. Six program inquiries were received in 2017 with the two completed projects (10 units) coming from the 2016 wait list.
- Awarded grants under the Multi-family Housing Incentives Program to 16 properties. Staff also continued working with grant recipients of grants from prior years. The program now encompasses 77 buildings containing 1,438 units.
- Distributed 100 water conservation kits under the Residential Energy and Water Conservation Program.
- Processed 50 new applications for the Sewer Backup Protection Grant Program for the Public Works Department.

- Administered the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) to fund Village activities and non-profit agencies that provided services such as fair housing, health, early childhood development and nutrition for low income individuals and assisted persons experiencing homelessness and those at risk of becoming homeless.
- Applied to Housing and Urban Development for funds to create a Section 108 loan pool for economic development. The program would allow businesses to apply for capital and construction financing that creates or retains jobs for low and moderate income people.

### **Permit Processing**

- Issued over 3500 permits
- Completed approximately 4,800 reviews, including about 2,200 over-the-counter reviews.
- Performed more than 8663 inspections, including building, mechanical, electrical, plumbing, accessibility, energy and conveyance.
- Facilitated many business occupancies including US Bank, Wild Onion Tied House, Café Descartes, Cooper's Hawk, Rush Oak Park Hospital's new emergency room and Target.
- Processed large developments including:
  - Oak Park Station (1132/1135 Westgate)  
(Mixed use/ 270 unit apartment building – under construction)
  - Lincoln Development (1133 South Blvd.)  
(New 263 unit residential building – breaking ground)
  - District House (147 Euclid Ave.)  
(New 28 unit residential building – under construction)
  - Bank of America (1144 Lake St)  
(Commercial buildout of an existing four story building)
  - Bank of America (6729 North Avenue)  
(New Commercial Building)
  - Vantage Oak Park (150 Lake St.)  
(Mixed use/ 270 unit apartment building)
  - The Oasis (22 unit townhome project)
- Answered more than 4,000 telephone inquiries, the majority to schedule inspections and plan reviews.
- Implemented the new permit fee schedule that simplified fee calculation.



- Helped more than 40 potential new businesses at pre-project meetings to answer code-related questions and to help determine business model viability.
- Oversaw contractor HR Green to provide customers with quicker plan reviews as well as next-day availability of inspectors.
- Continued the *Document Digitizing Program*, working with a contractor to digitize all legacy paperwork reducing the need to store thousands of paper files and offering quicker access to staff and the public. Compiled more than 130,000 documents for the program.
- Continued the *Elevator Inspection Program* by overseeing contractor elevator inspection services in providing safety inspections twice a year.

## Planning

*The information below represents the Planning Division's accomplishments for the first half of the 2017 budget year. These incorporate historic preservation, zoning and planning accomplishments.*

- Reviewed more than 1,930 building and sign permit applications for compliance with the Zoning Ordinance, Sign Code and historic preservation regulations.
- Reviewed and approved 35 business licenses for zoning compliance.
- Processed 64 public hearing applications.
- Participated in 44 after-hour meetings for various boards and commission and community matters, including preparing agendas, supporting documentation and draft minutes for most events.
- Issued monthly e-newsletter regarding historic preservation matters for interested property owners and citizens.
- Reviewed and processed many sign variance applications, special use applications, Planned Development Ordinance amendments/reinstatements, Zoning Ordinance variation applications, Zoning Ordinance text amendment applications, Section 106 historic reviews and historic preservation applications.
- Performed reviews for certificates of zoning, prepared zoning verification letters, reviewed complaints of various zoning issues and conducted onsite inspections for on-going Planned Development projects.
- Served as liaisons to the Plan Commission, Zoning Board of Appeals, Historic Preservation Commission and its subcommittees, Community Design Commission and Madison Street Coalition.
- Served or attended meetings and workshops: Business Association Council, Oak Park Economic Development Corporation meetings, Project Review Team, Downtown Construction Team and Permitting and Licensing System Committee.

- Participated in a wide range of projects, including a Zoning Ordinance Update, North Avenue Financial Study, Chicago / Harlem Streetscape, Lake Street Streetscape, TIF/ROI Report, Architectural Review Guidelines, Permit Software Replacement, Harrison Street Plan RFP and Interview Process, Madison Street ROW Enhancement project, I-290 Bridge Enhancements, Wayfinding Signage consultant selection and project and the Budget.

**Projected accomplishments**

- Facilitated 2017 awards for historic preservation and Cavalcade of Pride.
- Researched historic landmark nominations.
- Finalized Historic Preservation Guidelines.
- Lake Street Enhancements – next steps.
- Madison Street Enhancements – next steps.
- Special Use Applications and Zoning Ordinance text amendments, Variance Applications, Planned Development applications.

## **2018 Work Plan**

### **Administration**

- Continue to take the lead in implementing VillageView, including beginning an intensive communications strategy to ensure the public understands how the system works and refining the system to improve the customer service experience.
- Focus on development projects on the Madison Street, Harrison, North and Roosevelt corridors, while also working to support the Village Board goal of creating an economic development environment that includes a clear, comprehensive approach to meeting the needs of diverse constituents for commercial vitality throughout the Village.

### **Business Services**

- Continuing Review Chapter 8, Articles 3-35 of the Village Code (Business Licensing).
- Work with the Law Department to review and recommend revisions as needed to Chapter 3 of the Village Code (Alcohol Liquor Dealers), including fee structures.
- Develop and execute a new business marketing support program.
- Monitor and revise business licensing processes to provide enhanced services to our customers.
- Work with the Police and Public Works departments to conduct a comprehensive review of current taxi licensing processes, including exploring a multi-jurisdictional process with neighboring communities.
- Provide staff support to the Business Association Council, and act as Village representative of various business districts.
- Develop a business support program to help mitigate the negative impacts to the local business community from development projects that may break ground in the downtown commercial district and Madison Street corridor over the next two years.
- Initiate the final two phases of the wayfinding project to be scheduled over a multi-year period.

### **Neighborhood Services**

- Continue working to increase efficiencies related to property complaints, including implementing the performance-based rental licensing and inspections ordinance to ensure that residential properties are maintained and available funding is used to proactively address issues.
- Complete seven rehabilitations and assist 10 households through the Single Family Housing Rehabilitation Program.

- Continue to offer Sewer Back-up Prevention grants and water saver kits.
- Create a program to offset homeowner investments in storm water retention improvements.
- Continue to recruit buildings in need of diversity or at risk of segregation to participate in the Multi-Family Housing Incentives Program.
- Continue to implement the federal Section 108 Loan Pool pilot program, providing three loans of up to \$1,000,000 each. Each loan will create or retain one job to a low or moderate income person for every \$35,000 financed.

### **Permit Processing**

- Continue implementation and modification of VillageView, the new online permit system software. Benchmarks will include expanding the level of online services, improving process transparency and improving interdepartmental communication related to plan reviews through an electronic tracking system.
- Maintain a high level of customer service while learning to be more effective and efficient.
- Continue updating all code requirement bulletins and guidelines to inform the general public of various construction activities.
- Meet an anticipated high volume of plan reviews and inspections for ongoing, large-scale developments; residential and commercial inspections; plan reviews and permit processing.
- Continue to focus on staff training and obtaining certifications.
- Continue to work with our contractor to maintain quicker plan reviews and next-day availability of inspectors.
- Continue the *Document Digitizing Program*, working with a contractor to digitize all legacy paperwork.
- Continue the *Elevator Inspection Program* by overseeing a contractor to provide elevator safety inspections twice a year.

### **Planning**

- Design consultant (Wight & Co) to be on retainer for building permit and planned development plan reviews.
- Business District Plan for 2018.
- Hire two staff interns: The Planning division seeks the use of two interns: 1) to input outstanding historic preservation data into the existing Ruskin Arc software as well as clean up existing data, all of which will migrate to VillageView in the near future; and 2) to update the 2014 Comprehensive Plan Metrics diagram relative to goals and objectives activities through an interview process.

- RuskinARC Contract: The Planning Division continues to use the services of RuskinARC for maintaining the Village's historic preservation district information.
- Frank Lloyd Wright Guidebook; The Planning Division historically maintains several historic preservation resources; one such resource is the Frank Lloyd Wright guidebook. Staff is proposing to have it redesigned, reprinted and developed into an E-Book version for sale that can be downloadable.

Business District Plans - Future Update Schedule

<b>Business Districts</b>	<b>Update Schedule</b>	
DTOP	5	2022
Pleasant District	5	2022
The Avenue	5	2022
Madison Street	4	2021
Lake @ Austin	3	2020
Roosevelt Road	3	2020
Chicago @ Harlem	2	2019
Chicago @ Austin	2	2019
Garfield @ Harlem	2	2019
South Town	1	2018
Harrison Arts Dist.	6	2023
North Avenue	1	2018

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - DCS PLANNING**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	46202	101	510501	General Fund	DCS - Planning Division	Regular Salaries	(241,980)	(241,712)	(246,248)	(246,248)	(248,071)	(263,071)
1001	46202	101	510503	General Fund	DCS - Planning Division	Overtime	(103)	(132)	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(242,082)	(241,843)	(246,248)	(246,248)	(248,071)	(263,071)
1001	46202	101	520515	General Fund	DCS - Planning Division	Health Insurance Opt Out	(2,307)	(2,414)	-	-	-	(2,400)
1001	46202	101	520520	General Fund	DCS - Planning Division	Life Insurance Expense	(221)	(273)	(279)	(279)	(279)	(279)
1001	46202	101	520521	General Fund	DCS - Planning Division	Health Insurance Expense	(31,946)	(33,428)	(33,135)	(33,135)	(33,677)	(31,313)
1001	46202	101	520522	General Fund	DCS - Planning Division	Social Security Expense	(14,677)	(14,487)	(15,267)	(15,267)	(15,380)	(15,380)
1001	46202	101	520523	General Fund	DCS - Planning Division	Medicare Expense	(3,432)	(3,388)	(3,571)	(3,571)	(3,597)	(3,597)
1001	46202	101	520527	General Fund	DCS - Planning Division	IMRF Contributions	(34,061)	(34,616)	(34,475)	(34,475)	(35,325)	(24,708)
SUB-TOTAL FRINGE BENEFITS							(86,644)	(88,607)	(86,727)	(86,727)	(88,258)	(77,677)
1001	46202	101	530650	General Fund	DCS - Planning Division	Conferences Training	(5,526)	(2,843)	(4,000)	(4,000)	(4,000)	(3,400)
1001	46202	101	530662	General Fund	DCS - Planning Division	Boards Commissions Support	(78)	-	-	-	-	-
1001	46202	103	530662	General Fund	DCS - Planning Division	Boards Commissions Support	(28)	-	-	-	-	-
1001	46202	321	530662	General Fund	DCS - Planning Division	Boards Commissions Support	(518)	-	-	-	-	-
1001	46202	332	530662	General Fund	DCS - Planning Division	Boards Commissions Support	(5,324)	-	-	-	-	-
1001	46202	101	530667	General Fund	DCS - Planning Division	External Support	(71,885)	(140,285)	(145,100)	(145,100)	(65,000)	(128,800)
1001	46202	332	530667	General Fund	DCS - Planning Division	External Support	(17)	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(83,375)	(143,128)	(149,100)	(149,100)	(69,000)	(132,200)
1001	46202	101	550601	General Fund	DCS - Planning Division	Printing	(104)	(71)	(23,700)	(23,700)	(300)	(20,500)
1001	46202	101	550602	General Fund	DCS - Planning Division	Membership Dues	(1,899)	(1,774)	(2,265)	(2,265)	(2,265)	(2,480)
1001	46202	332	550602	General Fund	DCS - Planning Division	Membership Dues	(50)	(50)	-	-	-	-
1001	46202	101	550603	General Fund	DCS - Planning Division	Postage	(377)	-	-	-	-	-
1001	46202	101	550605	General Fund	DCS - Planning Division	Travel & Mileage Reimbursement	(28)	(6)	(100)	(100)	(50)	(100)
1001	46202	332	550606	General Fund	DCS - Planning Division	Books & Subscriptions	-	45	-	-	-	-
1001	46202	101	550606	General Fund	DCS - Planning Division	Books & Subscriptions	(1,277)	(845)	(1,010)	(1,010)	(1,010)	(955)
1001	46202	101	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	(495)	(532)	(6,000)	(6,000)	(6,000)	(6,000)
1001	46202	103	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	(3,052)	(259)	-	-	-	-
1001	46202	321	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	(574)	-	-	-	-	-
1001	46202	332	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	-	(644)	-	-	-	-
1001	46202	603	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	(4,361)	(5,047)	-	-	-	-
1001	46202	101	560620	General Fund	DCS - Planning Division	Office Supplies	(797)	-	-	-	-	-
1001	46202	101	560630	General Fund	DCS - Planning Division	Small Tools	150	-	-	-	-	-
1001	46202	603	560630	General Fund	DCS - Planning Division	Small Tools	(150)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(13,014)	(9,184)	(33,075)	(33,075)	(9,625)	(30,035)
TOTAL EXPENDITURES							(425,116)	(482,762)	(515,150)	(515,150)	(414,954)	(502,983)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - DCS BUSINESS SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	46205	101	510501	General Fund	DCS - Business Services	Regular Salaries	(183,483)	(112,478)	(265,201)	(265,201)	(191,700)	(191,700)
1001	46205	101	510503	General Fund	DCS - Business Services	Overtime	-	-	-	-	-	(500)
SUB-TOTAL PERSONAL SERVICES							(183,483)	(112,478)	(265,201)	(265,201)	(191,700)	(192,200)
1001	46205	101	520520	General Fund	DCS - Business Services	Life Insurance Expense	(151)	(91)	(372)	(372)	(279)	(279)
1001	46205	101	520521	General Fund	DCS - Business Services	Health Insurance Expense	(30,457)	(14,010)	(67,285)	(67,285)	(28,120)	(27,525)
1001	46205	101	520522	General Fund	DCS - Business Services	Social Security Expense	(10,878)	(6,736)	(16,442)	(16,442)	(11,885)	(11,885)
1001	46205	101	520523	General Fund	DCS - Business Services	Medicare Expense	(2,544)	(1,575)	(3,845)	(3,845)	(2,780)	(2,780)
1001	46205	101	520527	General Fund	DCS - Business Services	IMRF Contributions	(26,000)	(15,938)	(37,128)	(37,128)	(27,298)	(19,093)
SUB-TOTAL FRINGE BENEFITS							(70,029)	(38,350)	(125,072)	(125,072)	(70,362)	(61,562)
1001	46205	101	530642	General Fund	DCS - Business Services	Background Check	(8,729)	(2,674)	(2,000)	(2,000)	(2,000)	(2,000)
1001	46205	101	530650	General Fund	DCS - Business Services	Conferences Training	(2,985)	(758)	(3,000)	(3,000)	(1,500)	(1,500)
1001	46205	101	530667	General Fund	DCS - Business Services	External Support	(349,425)	(116,342)	(100,000)	(105,200)	(105,200)	(100,000)
SUB-TOTAL CONTRACTUAL SERVICES							(361,138)	(119,773)	(105,000)	(110,200)	(108,700)	(103,500)
1001	46205	101	550601	General Fund	DCS - Business Services	Printing	(410)	(232)	(1,000)	(1,000)	(500)	(500)
1001	46205	101	550602	General Fund	DCS - Business Services	Membership Dues	(2,322)	(1,003)	(1,500)	(1,500)	(1,500)	(1,500)
1001	46205	101	550603	General Fund	DCS - Business Services	Postage	(870)	-	-	-	-	-
1001	46205	615	550603	General Fund	DCS - Business Services	Postage	(61)	-	-	-	-	-
1001	46205	101	550605	General Fund	DCS - Business Services	Travel & Mileage Reimbursement	-	(107)	(200)	(200)	(50)	(100)
1001	46205	101	550652	General Fund	DCS - Business Services	Legal Postings and Doc. Fees	-	-	(500)	(500)	-	-
1001	46205	101	560620	General Fund	DCS - Business Services	Office Supplies	(747)	-	-	-	-	-
1001	46205	101	560634	General Fund	DCS - Business Services	Sign Replacement	-	(102,006)	(75,000)	(82,994)	(50,000)	(100,000)
SUB-TOTAL MATERIALS & SUPPLIES							(4,410)	(103,348)	(78,200)	(86,194)	(52,050)	(102,100)
1001	46205	101	583695	General Fund	DCS - Business Services	OPDC - Contingent liability	-	-	-	-	-	-
1001	46205	101	585651	General Fund	DCS - Business Services	Retail Rehab Grant Programs	(3,407)	(3,561)	(15,000)	(15,000)	(15,000)	(45,000)
1001	46205	233	585652	General Fund	DCS - Business Services	Operating Subsidies	-	(142,400)	(239,500)	(239,500)	(239,500)	(239,500)
TOTAL EXPENDITURES							(622,468)	(519,909)	(827,973)	(841,167)	(677,312)	(743,862)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - DCS NEIGHBORHOOD SERVICES**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	2017 Budget	Projected	Budget
1001	46206	101	510501	General Fund	DCS - Neighborhood Services	Regular Salaries	(237,888)	(412,955)	(575,207)	(575,207)	(574,436)	(622,777)
1001	46206	201	510501	General Fund	DCS - Neighborhood Services	Regular Salaries	-	924	-	-	-	-
1001	46206	601	510501	General Fund	DCS - Neighborhood Services	Regular Salaries	(261,871)	(98,302)	-	-	-	-
1001	46206	101	510503	General Fund	DCS - Neighborhood Services	Overtime	(282)	(1,869)	(2,214)	(2,214)	(2,214)	(5,000)
1001	46206	601	510503	General Fund	DCS - Neighborhood Services	Overtime	(406)	(590)	-	-	-	-
1001	46206	101	510999	General Fund	DCS - Neighborhood Services	Grant Admin. - Salaries	157,817	192,653	139,053	139,053	138,903	273,450
SUB-TOTAL PERSONAL SERVICES							(342,630)	(320,139)	(438,368)	(438,368)	(437,747)	(354,327)
1001	46206	101	510506	General Fund	DCS - Neighborhood Services	Equip Allow (Auto,Phone,Tools)	(130)	(707)	(458)	(458)	(458)	(800)
1001	46206	101	520515	General Fund	DCS - Neighborhood Services	Health Insurance Opt Out	(3,282)	(4,514)	-	-	-	(2,400)
1001	46206	101	520520	General Fund	DCS - Neighborhood Services	Life Insurance Expense	(262)	(332)	(837)	(837)	(930)	(930)
1001	46206	601	520520	General Fund	DCS - Neighborhood Services	Life Insurance Expense	(155)	(316)	-	-	-	-
1001	46206	101	520521	General Fund	DCS - Neighborhood Services	Health Insurance Expense	(39,697)	(21,323)	(91,445)	(91,445)	(87,905)	(155,570)
1001	46206	601	520521	General Fund	DCS - Neighborhood Services	Health Insurance Expense	(27,799)	(21,810)	-	-	-	-
1001	46206	101	520522	General Fund	DCS - Neighborhood Services	Social Security Expense	(16,889)	(29,133)	(35,652)	(35,652)	(35,615)	(38,612)
1001	46206	601	520522	General Fund	DCS - Neighborhood Services	Social Security Expense	(8,089)	(6,015)	-	-	-	-
1001	46206	101	520523	General Fund	DCS - Neighborhood Services	Medicare Expense	(3,950)	(6,813)	(8,338)	(8,338)	(8,329)	(9,030)
1001	46206	601	520523	General Fund	DCS - Neighborhood Services	Medicare Expense	(1,892)	(1,407)	-	-	-	-
1001	46206	101	520527	General Fund	DCS - Neighborhood Services	IMRF Contributions	(40,288)	(69,936)	(80,504)	(80,504)	(81,800)	(62,029)
1001	46206	601	520527	General Fund	DCS - Neighborhood Services	IMRF Contributions	(25,453)	(14,047)	-	-	-	-
1001	46206	101	520999	General Fund	DCS - Neighborhood Services	Grant Admin. - Benefits	40,852	55,501	62,115	62,115	62,115	84,540
SUB-TOTAL FRINGE BENEFITS							(127,034)	(120,853)	(155,119)	(155,119)	(152,922)	(184,831)
1001	46206	101	530642	General Fund	DCS - Neighborhood Services	Background Check	-	-	-	-	-	-
1001	46206	101	530650	General Fund	DCS - Neighborhood Services	Conferences Training	(978)	(3,294)	(12,300)	(12,300)	(3,921)	(7,270)
1001	46206	201	530650	General Fund	DCS - Neighborhood Services	Conferences Training	-	(3,935)	-	-	-	-
1001	46206	601	530650	General Fund	DCS - Neighborhood Services	Conferences Training	(1,575)	-	-	-	-	-
1001	46206	101	530667	General Fund	DCS - Neighborhood Services	External Support	(3,190)	(4,733)	(20,500)	(20,500)	(18,000)	(10,500)
1001	46206	201	530667	General Fund	DCS - Neighborhood Services	External Support	-	(1,861)	-	-	-	-
1001	46206	101	540660	General Fund	DCS - Neighborhood Services	Emergency Services (bps)	-	(110)	(25,000)	(25,000)	(25,000)	(25,000)
1001	46206	601	540660	General Fund	DCS - Neighborhood Services	Emergency Services (bps)	(7,720)	(321)	-	-	-	-
SUB-TOTAL CONTRACT SERVICES							(13,463)	(14,255)	(57,800)	(57,800)	(46,921)	(42,770)
1001	46206	101	550601	General Fund	DCS - Neighborhood Services	Printing	-	(784)	(300)	(300)	(300)	(300)
1001	46206	601	550601	General Fund	DCS - Neighborhood Services	Printing	(133)	-	-	-	-	-
1001	46206	101	550602	General Fund	DCS - Neighborhood Services	Membership Dues	(285)	(640)	(2,425)	(2,425)	(2,435)	(2,725)
1001	46206	201	550602	General Fund	DCS - Neighborhood Services	Membership Dues	-	(237)	-	-	-	-
1001	46206	101	550603	General Fund	DCS - Neighborhood Services	Postage	(1,737)	(2,688)	-	-	-	-
1001	46206	201	550605	General Fund	DCS - Neighborhood Services	Travel & Mileage Reimbursement	-	(14)	-	-	-	-
1001	46206	101	550606	General Fund	DCS - Neighborhood Services	Books and Subscriptions	-	-	(2,292)	(2,292)	(2,292)	(2,000)
1001	46206	101	550652	General Fund	DCS - Neighborhood Services	Legal Postings and Doc. Fees	-	-	(200)	(200)	(200)	(200)
1001	46206	101	560620	General Fund	DCS - Neighborhood Services	Office Supplies	(485)	(85)	-	-	-	-
1001	46206	201	560620	General Fund	DCS - Neighborhood Services	Office Supplies	(194)	(66)	-	-	-	-
1001	46206	601	560620	General Fund	DCS - Neighborhood Services	Office Supplies	(256)	-	-	-	-	-
1001	46206	101	560625	General Fund	DCS - Neighborhood Services	Clothing	(364)	(78)	-	-	-	(250)
1001	46206	101	560631	General Fund	DCS - Neighborhood Services	Operational Supplies	(270)	(69)	(2,490)	(2,490)	(2,280)	(2,760)
1001	46206	601	560631	General Fund	DCS - Neighborhood Services	Operational Supplies	(442)	-	-	-	-	-
1001	46206	101	570711	General Fund	DCS - Neighborhood Services	Software	-	-	(800)	(800)	(800)	(3,000)
SUB-TOTAL MATERIALS & SUPPLIES							(4,166)	(4,661)	(8,507)	(8,507)	(8,307)	(11,235)
1001	46206	300	585612	General Fund	DCS - Neighborhood Services	Housing Rehab Property Grants	(4,285)	-	(344,000)	(344,000)	(344,000)	(300,000)
1001	46206	357	585616	General Fund	DCS - Neighborhood Services	Relocation Expenses	-	-	(5,000)	(5,000)	(1,500)	(5,000)
1001	46206	101	585651	General Fund	DCS - Neighborhood Services	Retail Rehab Grant Programs	(1,000)	-	-	-	-	-
1001	46206	230	585652	General Fund	DCS - Neighborhood Services	Operating Subsidies	-	-	(35,000)	(35,000)	(35,000)	(35,000)



VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - DCS NEIGHBORHOOD SERVICES

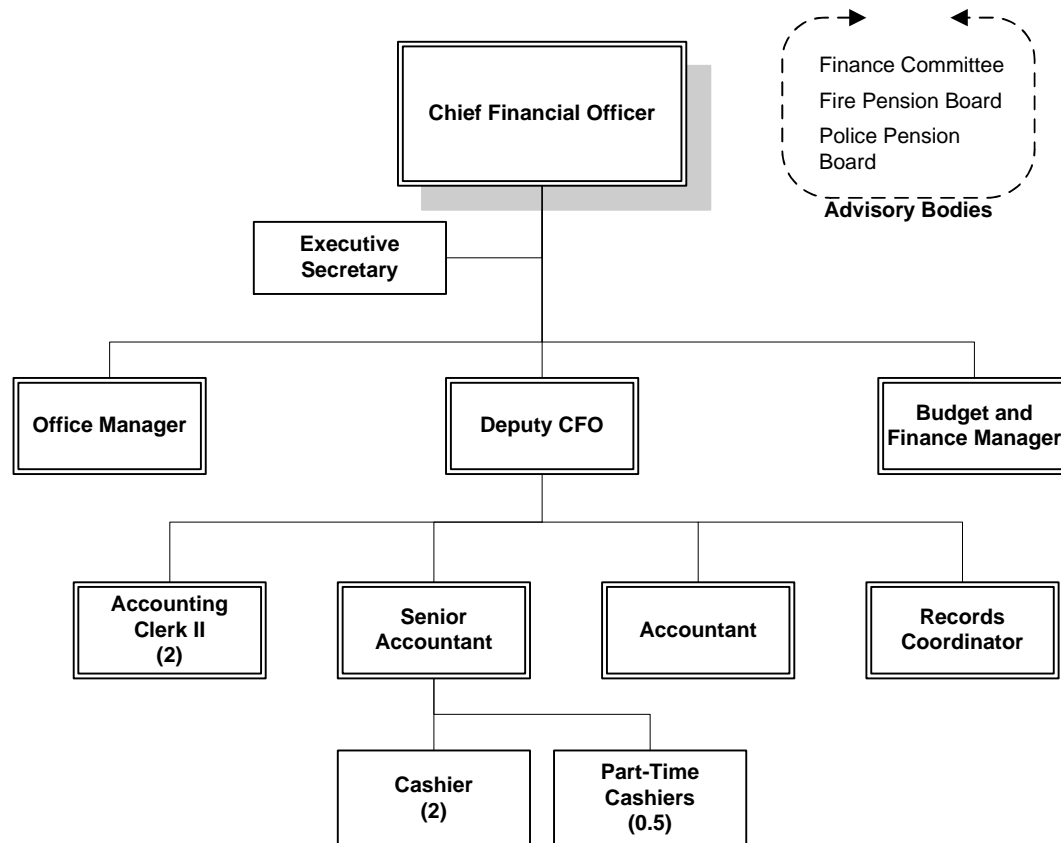
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	46206	240	585652	General Fund	DCS - Neighborhood Services	Operating Subsidies	(492,708)	(425,000)	(425,000)	(425,000)	(425,000)	(425,000)
1001	46206	280	585652	General Fund	DCS - Neighborhood Services	Operating Subsidies	(17,500)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
1001	46206	300	585653	General Fund	DCS - Neighborhood Services	Rental Reimbursements	-	-	(50,000)	(50,000)	-	(50,000)
SUB-TOTAL GRANTS							(515,493)	(460,000)	(894,000)	(894,000)	(840,500)	(850,000)
TOTAL EXPENDITURES							(1,002,787)	(919,907)	(1,553,794)	(1,553,794)	(1,486,397)	(1,443,163)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - DCS PERMIT PROCESSING**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	2017 Budget	Projected	Budget
1001	46250	101	510501	General Fund	DCS - Permit Processing	Regular Salaries	(270,971)	(455,787)	(393,354)	(393,354)	(396,463)	(396,463)
1001	46250	601	510501	General Fund	DCS - Permit Processing	Regular Salaries	(116,481)	-	-	-	-	-
1001	46250	602	510501	General Fund	DCS - Permit Processing	Regular Salaries	(40,398)	-	-	-	-	-
1001	46250	101	510503	General Fund	DCS - Permit Processing	Overtime	(5,199)	(6,141)	(5,000)	(5,000)	(5,000)	(5,000)
1001	46250	601	510503	General Fund	DCS - Permit Processing	Overtime	(3,627)	-	-	-	-	-
1001	46250	602	510503	General Fund	DCS - Permit Processing	Overtime	(76)	-	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(436,751)	(461,928)	(398,354)	(398,354)	(401,463)	(401,463)
1001	46250	101	510519	General Fund	DCS - Permit Processing	Vacation Time Payout	(2,200)	(786)	-	-	-	-
1001	46250	601	510519	General Fund	DCS - Permit Processing	Vacation Time Payout	(3,000)	-	-	-	-	-
1001	46250	602	510519	General Fund	DCS - Permit Processing	Vacation Time Payout	(3,000)	-	-	-	-	-
1001	46250	101	510521	General Fund	DCS - Permit Processing	Holiday Pay	-	(143)	-	-	-	-
1001	46250	101	520515	General Fund	DCS - Permit Processing	Health Insurance Opt Out	(4,779)	(4,993)	-	-	-	-
1001	46250	601	520515	General Fund	DCS - Permit Processing	Health Insurance Opt Out	(2,214)	-	-	-	-	-
1001	46250	101	520520	General Fund	DCS - Permit Processing	Life Insurance Expense	(280)	(745)	(651)	(651)	(651)	(651)
1001	46250	601	520520	General Fund	DCS - Permit Processing	Life Insurance Expense	(157)	-	-	-	-	-
1001	46250	602	520520	General Fund	DCS - Permit Processing	Life Insurance Expense	(8)	-	-	-	-	-
1001	46250	101	520521	General Fund	DCS - Permit Processing	Health Insurance Expense	(68,831)	(126,639)	(69,018)	(69,018)	(97,479)	(99,926)
1001	46250	601	520521	General Fund	DCS - Permit Processing	Health Insurance Expense	(28,486)	-	-	-	-	-
1001	46250	602	520521	General Fund	DCS - Permit Processing	Health Insurance Expense	(2,707)	-	-	-	-	-
1001	46250	101	520522	General Fund	DCS - Permit Processing	Social Security Expense	(16,532)	(25,469)	(24,388)	(24,388)	(24,581)	(24,581)
1001	46250	601	520522	General Fund	DCS - Permit Processing	Social Security Expense	(14,698)	-	-	-	-	-
1001	46250	602	520522	General Fund	DCS - Permit Processing	Social Security Expense	(2,492)	-	-	-	-	-
1001	46250	101	520523	General Fund	DCS - Permit Processing	Medicare Expense	(3,866)	(5,956)	(5,704)	(5,704)	(5,749)	(5,749)
1001	46250	601	520523	General Fund	DCS - Permit Processing	Medicare Expense	(3,437)	-	-	-	-	-
1001	46250	602	520523	General Fund	DCS - Permit Processing	Medicare Expense	(583)	-	-	-	-	-
1001	46250	101	520527	General Fund	DCS - Permit Processing	IMRF Contributions	(44,267)	(57,822)	(55,070)	(55,070)	(56,456)	(39,488)
1001	46250	601	520527	General Fund	DCS - Permit Processing	IMRF Contributions	(28,230)	-	-	-	-	-
1001	46250	602	520527	General Fund	DCS - Permit Processing	IMRF Contributions	(1,625)	-	-	-	-	-
SUB-TOTAL FRINGE BENEFITS							(231,393)	(222,553)	(154,830)	(154,830)	(184,916)	(170,395)
1001	46250	101	530650	General Fund	DCS - Permit Processing	Conferences Training	(6,007)	(5,759)	(15,500)	(15,500)	(15,000)	(16,000)
1001	46250	101	530658	General Fund	DCS - Permit Processing	Temporary Services	(42,611)	-	-	-	-	-
1001	46250	101	530667	General Fund	DCS - Permit Processing	External Support	(583,680)	(996,279)	(900,000)	(900,000)	(900,000)	(1,200,000)
1001	46250	602	530667	General Fund	DCS - Permit Processing	External Support	(1,575)	-	-	-	-	-
1001	46250	101	530675	General Fund	DCS - Permit Processing	Bank Charges	-	(2,270)	-	-	-	-
1001	46250	101	540660	General Fund	DCS - Permit Processing	Emergency Services (bps)	(14)	-	(250)	(250)	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(633,886)	(1,004,308)	(915,750)	(915,750)	(915,000)	(1,216,000)
1001	46250	101	550601	General Fund	DCS - Permit Processing	Printing	(1,465)	(1,085)	(2,000)	(2,000)	(1,500)	(1,500)
1001	46250	101	550602	General Fund	DCS - Permit Processing	Membership Dues	(953)	(750)	(1,400)	(1,400)	(1,400)	(1,500)
1001	46250	101	550603	General Fund	DCS - Permit Processing	Postage	(949)	(10)	-	-	-	-
1001	46250	601	550603	General Fund	DCS - Permit Processing	Postage	(66)	-	-	-	-	-
1001	46250	101	550605	General Fund	DCS - Permit Processing	Travel & Mileage Reimbursement	-	(11)	(250)	(250)	(250)	(200)
1001	46250	101	550606	General Fund	DCS - Permit Processing	Books & Subscriptions	(3,149)	(1,774)	(6,000)	(6,000)	(6,000)	(6,000)
1001	46250	101	560620	General Fund	DCS - Permit Processing	Office Supplies	(3,915)	(983)	-	-	-	-
1001	46250	101	560625	General Fund	DCS - Permit Processing	Clothing	(125)	-	-	-	-	-
1001	46250	101	560631	General Fund	DCS - Permit Processing	Operational Supplies	-	(656)	(550)	(550)	(550)	(600)
1001	46250	101	560650	General Fund	DCS - Permit Processing	Volunteer Recog Recruitment	(64)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(10,686)	(5,269)	(10,200)	(10,200)	(9,700)	(9,800)
TOTAL EXPENDITURES							(1,312,716)	(1,694,058)	(1,479,134)	(1,479,134)	(1,511,079)	(1,797,658)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - DCS ADMINISTRATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	Amended 2017 <u>Budget</u>	2017 <u>Projected</u>	2018 <u>Budget</u>
1001	46260	101	510501	General Fund	DCS Administration	Regular Salaries	(131,913)	(148,497)	(219,875)	(219,875)	(157,560)	(166,822)
1001	46260	101	510503	General Fund	DCS Administration	Overtime	-	(565)	-	-	(500)	(500)
SUB-TOTAL PERSONAL SERVICES							(131,913)	(149,062)	(219,875)	(219,875)	(158,060)	(167,322)
1001	46260	101	510506	General Fund	DCS Administration	Equip Allow (Auto,Phone,Tools)	(253)	(253)	(458)	(458)	-	-
1001	46260	101	520515	General Fund	DCS Administration	Health Insurance Opt Out	(1,210)	(1,509)	-	-	-	-
1001	46260	101	520520	General Fund	DCS Administration	Life Insurance Expense	(105)	(228)	(279)	(279)	(233)	(248)
1001	46260	101	520521	General Fund	DCS Administration	Health Insurance Expense	(13,019)	(17,732)	(18,018)	(18,018)	(20,010)	(38,059)
1001	46260	101	520522	General Fund	DCS Administration	Social Security Expense	(7,444)	(8,491)	(13,632)	(13,632)	(9,769)	(10,343)
1001	46260	101	520523	General Fund	DCS Administration	Medicare Expense	(1,869)	(2,100)	(3,188)	(3,188)	(2,285)	(2,419)
1001	46260	101	520527	General Fund	DCS Administration	IMRF Contributions	(16,271)	(18,136)	(30,783)	(30,783)	(14,555)	(16,615)
SUB-TOTAL FRINGE BENEFITS							(40,170)	(48,449)	(66,358)	(66,358)	(46,852)	(67,684)
1001	46260	101	530649	General Fund	DCS Administration	Sales Tax Rebate	(1,430,000)	-	(165,000)	(165,000)	(15,000)	(265,000)
1001	46260	101	530650	General Fund	DCS Administration	Conferences Training	(4,615)	(2,787)	(6,000)	(6,000)	(6,000)	(6,000)
1001	46260	103	530650	General Fund	DCS Administration	Conferences Training	-	(650)	-	-	-	-
1001	46260	101	530658	General Fund	DCS Administration	Temporary services	-	-	-	(15,682)	-	-
1001	46260	101	530667	General Fund	DCS Administration	External Support	(780,827)	(48,730)	(135,000)	(135,000)	(119,318)	(208,000)
SUB-TOTAL CONTRACTUAL SERVICES							(2,215,442)	(52,167)	(306,000)	(321,682)	(140,318)	(479,000)
1001	46260	101	550601	General Fund	DCS Administration	Printing	(144)	-	-	-	(200)	(200)
1001	46260	101	550602	General Fund	DCS Administration	Membership Dues	(910)	(910)	(900)	(900)	(845)	(845)
1001	46260	101	550603	General Fund	DCS Administration	Postage	(110)	(3,287)	(8,000)	(8,000)	(6,000)	(6,000)
1001	46260	101	550605	General Fund	DCS Administration	Travel & Mileage Reimbursement	(22)	(43)	(150)	(150)	(150)	(150)
1001	46260	101	560620	General Fund	DCS Administration	Office Supplies	(366)	(7,444)	(10,500)	(10,500)	(10,500)	(13,000)
1001	46260	101	560625	General Fund	DCS Administration	Clothing	-	(779)	(3,000)	(3,000)	-	-
1001	46260	601	560631	General Fund	DCS Administration	Operational Supplies	(36)	-	-	-	-	-
1001	46260	101	560650	General Fund	DCS Administration	Volunteer Recog Recruitment	-	(185)	-	-	-	-
1001	46260	101	560670	General Fund	DCS Administration	Equipment Rental	-	-	(1,000)	(1,000)	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(1,587)	(12,649)	(23,550)	(23,550)	(17,695)	(20,195)
1001	46260	101	581807	General Fund	DCS Administration	Loan Principal	(151,605)	(386,418)	(632,649)	(632,649)	(632,649)	(649,149)
1001	46260	101	581808	General Fund	DCS Administration	Loan Interest Expense	(21,478)	(35,647)	(38,397)	(38,397)	(38,397)	(21,897)
SUB-TOTAL DEBT SERVICE							(173,083)	(422,065)	(671,046)	(671,046)	(671,046)	(671,046)
1001	46260	231	585652	General Fund	DCS Administration	Operating Subsidies	-	(212,499)	(212,500)	(212,500)	(212,500)	(212,500)
1001	46260	232	585652	General Fund	DCS Administration	Operating Subsidies	-	(533,160)	(721,500)	(721,500)	(721,500)	(721,500)
SUB-TOTAL GRANTS							-	(745,659)	(934,000)	(934,000)	(934,000)	(934,000)
TOTAL EXPENDITURES							(2,562,195)	(1,430,051)	(2,220,829)	(2,236,511)	(1,967,971)	(2,339,247)



## **FINANCE**

### **EXECUTIVE OVERVIEW**

#### **Departmental Summary**

The Finance Department oversees and manages all financial operations of the Village and is responsible for providing internal customer service to other Village Departments and maintain the financial health of the organization in accordance with the annual budget and the requirements of the Municipal Code. The Finance Department directly oversees accounting, audit, budget, debt issuances, purchasing, and payroll.

The department resources include the General Fund, Sewer Fund, and the Equipment Replacement Fund. Services are provided through the following divisions: Administration, Accounting, Budgeting and Performance Management, Payroll, Records storage and retention for all Departments and Purchasing.

#### Administration

The Administration Division provides general support to the operating divisions of the department. Tasks include providing customer service regarding all department activities to both internal and external customers.

#### Accounting

The Accounting Division is responsible for the timely and accurate recording and financial reporting of all Village financial activity.

#### Budgeting and Performance Management

The Budget Division is responsible for management and oversight of the process by which the Village Board and Manager allocate resources. As a means to evaluate competing demands, the division also coordinates the Village's MAP program to assess and communicate how to best utilize resources to meet the policy objections of the governing body.

#### Payroll

A decision was made to outsource payroll in early 2014. Although this function is outsourced, in essence there is still a great deal of internal tasks which are required such as tracking and approving time, reviewing payroll reports and files, and updating employee pay rates (including retroactive calculations) and deductions.

#### Purchasing

The Purchasing Division coordinates the overall procurement of goods and services to ensure the process results in the selection of the most cost-effective solution to the Village. The division ensures the Village's purchasing process meets all state and local rules and regulations.

## **2017 ACCOMPLISHMENTS**

### **Financials**

- Implementation of a new Enterprise Resource Planning System.
- The Comprehensive Annual Financial Report (CAFR) was produced in a timely manner and management letter comments will be appropriately addressed. The Village received the GFOA Certificate of Achievement Award for FY15 and has applied for this reward for the FY16 CAFR.
- Improved accounting procedures and increased efficiencies.
- New and improved quarterly financial report.

### **Budgeting**

- An improved and more transparent budget which received the GFOA Budget Award.

### **Purchasing**

- Increased efficiencies and improved procedures tracking and entering credit card transactions.
- A more standardized process for requests for proposal.
- Better tracking of purchased through the new ERP purchase requisition and order module.
- Selection of new copier machine vendor as well as postage machine and inserter equipment.

## 2018 WORK PLAN

- Transition from outsourcing payroll to completing in-house utilizing the BS&A payroll module and linked Kronos timeclocks and software.
- Apply for and receive both the Certification of Achievement for Financial Reporting Excellence for audit year 2017 and the GFOA Budget Award for 2018.
- Continue reviewing and improving internal controls.
- Streamline operations wherever possible and improve efficiencies within the department to maximum production and quality of work.
- Strategically plan and focus on the Village's overall finances, especially in areas related to outstanding debt and capital improvements.
- Request feedback and improve as necessary the financial reporting for elected officials and management.

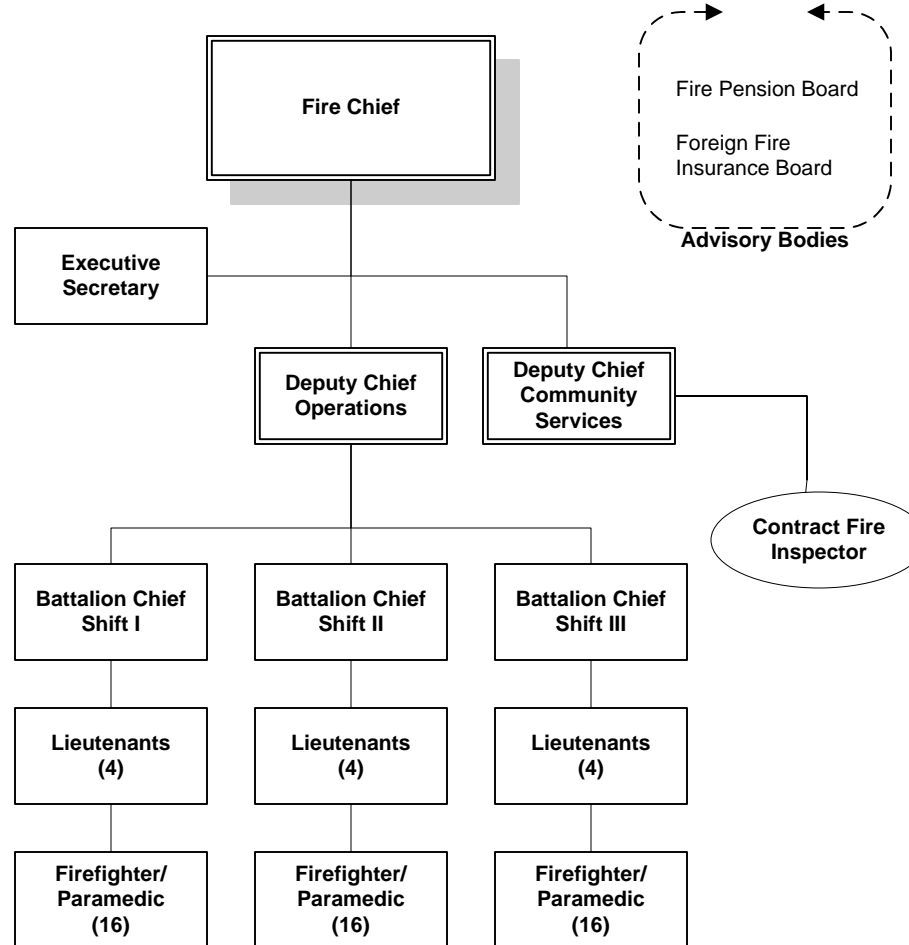
**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - FINANCE**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	Budget	Projected	Budget
1001	41300	101	510501	General Fund	Finance	Regular Salaries	(322,089)	(327,559)	(735,463)	(619,463)	(619,463)	(783,038)
1001	41300	170	510501	General Fund	Finance	Regular Salaries	(113,928)	(116,315)	-	-	-	-
1001	41300	171	510501	General Fund	Finance	Regular Salaries	(178,376)	(164,557)	-	-	-	-
1001	41300	175	510501	General Fund	Finance	Regular Salaries	(5,632)	(211)	-	-	-	-
1001	41300	101	510502	General Fund	Finance	Merit Incentives	-	-	(306,000)	(306,000)	-	(779,000)
1001	41300	101	510503	General Fund	Finance	Overtime	(817)	(138)	(9,000)	(9,000)	-	(10,000)
1001	41300	171	510503	General Fund	Finance	Overtime	(10,209)	(7,264)	-	-	-	-
1001	41300	175	510503	General Fund	Finance	Overtime	(88)	-	-	-	-	-
1001	41300	101	510522	General Fund	Finance	Turnover savings- Villagewide	-	-	759,258	759,258	-	900,000
1001	41300	101	510999	General Fund	Finance	Grant Admin. - Salaries	1,068	1,639	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(630,071)	(614,405)	(291,205)	(175,205)	(619,463)	(672,038)
1001	41300	101	510506	General Fund	Finance	Equip Allow (Auto,Phone,Tools)	(7)	(507)	(458)	(458)	-	(500)
1001	41300	101	510519	General Fund	Finance	Vacation Time Payout	(4,463)	(7,071)	-	-	-	-
1001	41300	101	520515	General Fund	Finance	Health Insurance Opt Out	(671)	-	-	-	-	-
1001	41300	170	520515	General Fund	Finance	Health Insurance Opt Out	(2,307)	(4,964)	-	-	-	-
1001	41300	171	520515	General Fund	Finance	Health Insurance Opt Out	(2,307)	(1,464)	-	-	-	-
1001	41300	101	520520	General Fund	Finance	Life Insurance Expense	(227)	(363)	(1,023)	(1,023)	(1,023)	(1,023)
1001	41300	170	520520	General Fund	Finance	Life Insurance Expense	(101)	(182)	-	-	-	-
1001	41300	171	520520	General Fund	Finance	Life Insurance Expense	(202)	(364)	-	-	-	-
1001	41300	175	520520	General Fund	Finance	Life Insurance Expense	(5)	(1)	-	-	-	-
1001	41300	101	520521	General Fund	Finance	Health Insurance Expense	(75,153)	(78,968)	(185,638)	(185,638)	(204,053)	(199,022)
1001	41300	170	520521	General Fund	Finance	Health Insurance Expense	(24,270)	-	-	-	-	-
1001	41300	171	520521	General Fund	Finance	Health Insurance Expense	(34,750)	(45,695)	-	-	-	-
1001	41300	175	520521	General Fund	Finance	Health Insurance Expense	(1,935)	(156)	-	-	-	-
1001	41300	101	520522	General Fund	Finance	Social Security Expense	(18,224)	(20,338)	(45,610)	(45,610)	(39,883)	(47,446)
1001	41300	170	520522	General Fund	Finance	Social Security Expense	(6,881)	(7,519)	-	-	-	-
1001	41300	171	520522	General Fund	Finance	Social Security Expense	(11,049)	(9,889)	-	-	-	-
1001	41300	175	520522	General Fund	Finance	Social Security Expense	(330)	(12)	-	-	-	-
1001	41300	101	520523	General Fund	Finance	Medicare Expense	(4,434)	(4,721)	(10,667)	(10,667)	(9,327)	(11,354)
1001	41300	170	520523	General Fund	Finance	Medicare Expense	(1,609)	(1,758)	-	-	-	-
1001	41300	171	520523	General Fund	Finance	Medicare Expense	(2,584)	(2,313)	-	-	-	-
1001	41300	175	520523	General Fund	Finance	Medicare Expense	(77)	(3)	-	-	-	-
1001	41300	101	520527	General Fund	Finance	IMRF Contributions	(39,527)	(92,165)	(102,990)	(102,990)	(91,602)	(77,991)
1001	41300	170	520527	General Fund	Finance	IMRF Contributions	(16,470)	(17,185)	-	-	-	-
1001	41300	171	520527	General Fund	Finance	IMRF Contributions	(27,050)	(24,637)	-	-	-	-
1001	41300	175	520527	General Fund	Finance	IMRF Contributions	(811)	(30)	-	-	-	-
1001	41300	101	520999	General Fund	Finance	Grant Admin. - Benefits	274	460	-	-	-	-
SUB-TOTAL FRINGE BENEFITS							(275,168)	(319,845)	(346,386)	(346,386)	(345,888)	(337,336)
1001	41300	101	530650	General Fund	Finance	Conferences Training	(3,946)	(439)	(4,500)	(4,500)	(3,500)	(4,000)
1001	41300	101	530654	General Fund	Finance	Collection Agency Expense	(53,759)	(43,241)	(53,000)	(53,000)	(50,000)	(50,000)
1001	41300	101	530658	General Fund	Finance	Temporary Services	(17,022)	(50,439)	-	(116,000)	(70,000)	-
1001	41300	101	530666	General Fund	Finance	Closing Fees	-	(3,042)	-	-	-	-
1001	41300	101	530667	General Fund	Finance	External Support	(79,917)	(22,865)	(17,200)	(17,200)	(31,000)	(45,000)
1001	41300	101	530668	General Fund	Finance	ADP Payroll Services	(18,457)	(203,991)	(220,000)	(220,000)	(220,000)	-
1001	41300	171	530668	General Fund	Finance	ADP Payroll Services	(215,679)	(3,070)	-	-	-	-
1001	41300	101	530670	General Fund	Finance	Audit Service Fees	-	(49,960)	(71,000)	(71,000)	(63,500)	(65,000)
1001	41300	101	530675	General Fund	Finance	Bank Charges	(150,832)	(158,571)	(150,000)	(150,000)	(105,000)	(115,600)
1001	41300	175	540690	General Fund	Finance	Telecommunication Charges	(162,230)	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(701,841)	(535,617)	(515,700)	(631,700)	(543,000)	(279,600)
1001	41300	101	540692	General Fund	Finance	Electricity	-	(2,284)	-	-	-	-



VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - FINANCE

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	Budget	Projected	Budget
1001	41300	101	550601	General Fund	Finance	Printing	(15,538)	(9,702)	(17,000)	(17,000)	(6,968)	(7,900)
1001	41300	171	550601	General Fund	Finance	Printing	(1,040)	-	-	-	-	-
1001	41300	101	550602	General Fund	Finance	Membership Dues	(3,241)	(2,779)	(2,500)	(2,500)	(2,500)	(2,325)
1001	41300	101	550603	General Fund	Finance	Postage	(377)	(3,569)	(3,300)	(3,300)	(3,000)	(3,000)
1001	41300	171	550603	General Fund	Finance	Postage	(2,899)	-	-	-	-	-
1001	41300	101	550605	General Fund	Finance	Travel & Mileage Reimbursement	(30)	(24)	(500)	(500)	(100)	(150)
1001	41300	101	550606	General Fund	Finance	Books & Subscriptions	(12,121)	(1,816)	(100)	(100)	(400)	(400)
1001	41300	101	550652	General Fund	Finance	Legal Postings and Doc. Fees	(1,269)	(1,482)	(1,500)	(1,500)	(1,453)	(1,470)
1001	41300	101	550656	General Fund	Finance	Miscellaneous Expense	(1,244)	(14)	-	-	-	-
1001	41300	101	550663	General Fund	Finance	Software License Updates	(343)	(6,593)	(53,000)	(53,000)	(38,560)	(69,050)
1001	41300	101	550671	General Fund	Finance	Office Machine Service	(4,175)	-	-	-	-	-
1001	41300	171	550671	General Fund	Finance	Office Machine Service	(204)	-	-	-	-	-
1001	41300	101	560616	General Fund	Finance	Toner Cartridges	(140)	(70)	(250)	(250)	(250)	-
1001	41300	101	560617	General Fund	Finance	Paper Supply	(16,373)	(21,183)	(20,000)	(20,000)	(17,786)	(18,600)
1001	41300	101	560620	General Fund	Finance	Office Supplies	(1,535)	(1,436)	(5,000)	(5,000)	(5,500)	(5,500)
1001	41300	171	560620	General Fund	Finance	Office Supplies	(6,046)	(2,338)	-	-	-	-
1001	41300	175	560620	General Fund	Finance	Office Supplies	(35)	-	-	-	-	-
1001	41300	101	560623	General Fund	Finance	Cleaning Supplies	-	-	(100)	(100)	-	-
1001	41300	101	560625	General Fund	Finance	Clothing	-	-	(500)	(500)	-	(1,000)
1001	41300	101	560631	General Fund	Finance	Operational Supplies	-	(793)	-	-	-	-
1001	41300	171	560631	General Fund	Finance	Operational Supplies	(652)	-	-	-	-	-
1001	41300	101	560638	General Fund	Finance	Special Events	(428)	(140)	-	-	-	-
1001	41300	101	560655	General Fund	Finance	Reimbursements	-	(15)	-	-	-	-
1001	41300	101	560670	General Fund	Finance	Equipment Rental	(51,424)	(53,623)	(81,000)	(81,000)	(48,000)	(52,200)
SUB-TOTAL MATERIALS & SUPPLIES							(119,113)	(107,861)	(184,750)	(184,750)	(124,517)	(161,595)
1001	41300	615	570132	General Fund	Finance	Animal Control Facility	(46,600)	(46,600)	-	-	-	-
1001	41300	171	570711	General Fund	Finance	Software	-	(332)	-	-	-	-
1001	41300	171	570725	General Fund	Finance	Office Equipment	(1,740)	-	-	-	-	-
1001	41300	101	570740	General Fund	Finance	Facilities Furnishings	(5,137)	-	-	-	-	-
SUB-TOTAL CAPITAL OUTLAY							(53,476)	(46,932)	-	-	-	-
1001	41300	101	591825	General Fund	Finance	Transfer To Debt Service Fund	(215,004)	(555,768)	(500,000)	(500,000)	(500,000)	(500,000)
1001	41300	101	591826	General Fund	Finance	Transfer To Sir Fund	-	-	-	-	-	(1,000,000)
1001	41300	990	591826	General Fund	Finance	Transfer To Sir Fund	(24,446)	-	-	-	-	-
1001	41300	991	591826	General Fund	Finance	Transfer To Sir Fund	(192,003)	-	-	-	-	-
1001	41300	992	591826	General Fund	Finance	Transfer To Sir Fund	(25,339)	-	-	-	-	-
1001	41300	993	591826	General Fund	Finance	Transfer To Sir Fund	(3,246)	-	-	-	-	-
1001	41300	994	591826	General Fund	Finance	Transfer To Sir Fund	(12,712)	-	-	-	-	-
1001	41300	101	591833	General Fund	Finance	Transfer To E911 Fund	(631,704)	(1,077,000)	-	-	-	-
1001	41300	101	591860	General Fund	Finance	Transfer To Parking	(156,996)	(60,000)	(40,000)	(40,000)	(40,000)	(40,000)
1001	41300	101	591895	General Fund	Finance	Transfer To Cip Fund	(628,600)	(1,150,008)	-	-	-	(1,336,000)
SUB-TOTAL TRANSFERS							(1,890,050)	(2,842,776)	(540,000)	(540,000)	(540,000)	(2,876,000)
TOTAL EXPENDITURES							(3,669,720)	(4,467,436)	(1,878,041)	(1,878,041)	(2,172,868)	(4,326,569)



## **EXECUTIVE OVERVIEW**

### **DEPARTMENTAL SUMMARY**

The Oak Park Fire Department's primary mission is to protect the lives and property of all residents and visitors on a daily basis. This is accomplished through the delivery of fire suppression operations, emergency medical services and fire prevention through inspections, public education and code enforcement. The Fire Department will assist the public in all areas of emergency and non-emergency situations as well as provide mutual aid to other local and state agencies. The department provides emergency medical care in both advanced and basic life support with highly trained licensed paramedics.

The Oak Park Fire Department maintains 3 fire stations that are strategically located to provide optimal response times to emergencies within the Village Oak Park. Included are divisions for Administration, Operations, Emergency Medical Services (EMS), Fire Prevention and Fire Investigation, Training, Public Education and the Technical Rescue Team (TRT).

## 2017 ACCOMPLISHMENTS

The Fire Department has accomplished or is on schedule to complete all our projected work plan tasks for 2017:

### Accomplished:

- Awarded FM Global Grant of \$2000.00 for the After the Fire Smoke Detector Awareness Program.
- Awarded Department of Homeland Security Assistance to Firefighter Grant of \$106,051.00
  - Wellness/Fitness Program-Peer Fitness & NFPA 1582 Annual Physicals
- Regional application submitted to Department of Homeland Security Assistance to Firefighter Grant of \$419,536.21.
  - New Station Alerting System for all Fire Departments involved in the West Suburban Consolidated Dispatch Center.
- Application submitted to Department of Homeland Security Staffing for Adequate Fire & Emergency Response Grant of \$524,114.00.
  - Hire (3) Additional Firefighter/Paramedics
- Application submitted to Motorola Solutions Foundation of \$10,000.00.
  - Wellness/Fitness Program-Functional Movement Screen for Firefighter/Paramedic
- (2) New cardiac monitors placed in service on front-line ambulances
- (3) New Fire Apparatus Mobile Data Computers and Implemented Fire Hydrant Collector Program.
- Established a Residential/Commercial Keybox Program and Accountability System on Apparatus.
- New Oxygen Filling Station installed at Fire Station 1.

### In-Progress:

- Village management was successful in negotiating a settlement for the Unfair Labor Practice with Union regarding the Fire Inspector Position
  - Pending Village Board Approval.
- Labor Relations: Lieutenants and Firefighters Union Contract expires at the end of 2017.
  - Develop a management plan for negotiations with Village staff.
- Working with Union leaders to establish a Wellness/Fitness & Bike Medic program for the Fire Department.
  - Draft of Contract Language Completed
- Station check software is in the development stages; this system will be used for daily checks, apparatus checks, SCBA repairs, clothing inspections and track fire department assets.
- Fleet Replacement Committee established: New Ambulance and Fire Engine is scheduled to be purchased in 2018 to replace 2009 Ambulance and 1998 Fire Engine.
- Digitalize policies and procedures are on target to be implemented in the 4<sup>th</sup> quarter of 2017 using the Lexipol software.
- CityView: Deputy Chief of Community Services and Inspectors will continue to implement the inspection and plan review programs.

- Request GIS Business Intelligence Tool: The business intelligence tool is designed to work with our records management system (Firehouse Software) and provide us with a multi-directional data analysis tool to evaluate the data collected in Firehouse.
- Fire Department eligibility list for the position of Lieutenant will be completed in September.
- (2) Vacant Lieutenant Positions will be filled; once Lieutenant promotional process is completed.
- (1) FTE Firefighter/Paramedics will be hired in August due to pending retirements in July of 2017.
- Develop and implement response best practices and data collection/analysis process to support effective and efficient emergency service response times.
- Building (Capital Projects) Station 1: Pending Village Board approval
  - Repair Fire Administration Roof and Remodel Basement Bathroom at Fire Station 1
  - Remodel Fire Station 2 Bunk Room
  - Remodel Fire Station 3's Locker room and Restroom

## **2018 WORK PLAN**

A major effort of the Oak Park Fire Department is to maintain a results-oriented agency. Continuous improvement, maximum efficiency, and service are pursued through the following anticipated FY18 objectives and performance measures:

- Develop and improve training programs to safely and effectively support the mission of the Oak Park Fire Department.
- Deploy fire suppression resources to contain and extinguish fires, minimizing injuries and property loss consistent with ISO standards. Continue to achieve a 4-minute response time for the first arriving OPFD unit 95% of the time, and an 8-minute response for the entire first alarm assignment 90% of the time.
- Deliver emergency medical services in a professional and timely manner.
- Maintain equipment in a state of readiness to handle emergency operations.
- Improve OPFD services while enhancing firefighter safety and improving employee wellness.
- Enhance coordination between OPFD and surrounding communities to improve public service delivery.
- Reduce fatalities, injuries, and property damage through proactive services.
- Develop Fire Department internship program for high school or college students interested in a career in the fire service.
- Fire Department eligibility list for new Firefighter/Paramedics expires in July of 2018. Develop recruitment campaign with Human Resource Department targeting ethnic minorities and women to the Fire Service.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - FIRE ADMINISTRATION**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	42500	101	510501	General Fund	FIRE - Admin	Regular Salaries	(388,308)	(473,827)	(452,141)	(452,141)	(468,030)	(469,030)
1001	42500	101	510503	General Fund	FIRE - Admin	Overtime	(8,766)	(10,031)	-	-	-	-
						SUB-TOTAL PERSONAL SERVICES	(397,074)	(483,858)	(452,141)	(452,141)	(468,030)	(469,030)
1001	42500	101	510510	General Fund	FIRE - Admin	Sick Time Payout	(3,001)	-	-	-	-	-
1001	42500	101	510519	General Fund	FIRE - Admin	Vacation Time Payout	(12,488)	-	-	-	-	-
1001	42500	101	520520	General Fund	FIRE - Admin	Life Insurance Expense	(243)	(332)	(372)	(372)	(372)	(372)
1001	42500	101	520521	General Fund	FIRE - Admin	Health Insurance Expense	(49,945)	(67,680)	(75,690)	(75,690)	(88,989)	(76,964)
1001	42500	101	520522	General Fund	FIRE - Admin	Social Security Expense	(2,909)	(3,031)	(19,274)	(19,274)	(3,505)	(3,474)
1001	42500	101	520523	General Fund	FIRE - Admin	Medicare Expense	(3,615)	(4,714)	(6,556)	(6,556)	(5,646)	(4,680)
1001	42500	101	520525	General Fund	FIRE - Admin	Fire Pension Contributions	-	-	(5,601,488)	(5,601,488)	(5,601,488)	(5,277,679)
1001	42500	400	520525	General Fund	FIRE - Admin	Fire Pension Contributions	(3,473,103)	(3,779,495)	-	-	-	-
1001	42500	101	520526	General Fund	FIRE - Admin	Dental Insurance Expense	(368)	(541)	(700)	(700)	-	-
1001	42500	101	520527	General Fund	FIRE - Admin	IMRF Contributions	(7,503)	(7,770)	(7,653)	(7,653)	(7,845)	(5,581)
						SUB-TOTAL FRINGE BENEFITS	(3,553,176)	(3,863,564)	(5,711,733)	(5,711,733)	(5,707,845)	(5,368,750)
1001	42500	101	530650	General Fund	FIRE - Admin	Conferences Training	(3,577)	(5,432)	(7,500)	(7,500)	(7,500)	(8,000)
1001	42500	101	530667	General Fund	FIRE - Admin	External Support	(22,862)	(45,047)	(50,284)	(50,284)	(50,284)	(127,300)
						SUB-TOTAL CONTRACTUAL SERVICES	(26,438)	(50,479)	(57,784)	(57,784)	(57,784)	(135,300)
1001	42500	101	550601	General Fund	FIRE - Admin	Printing	(165)	(236)	(500)	(500)	(500)	(500)
1001	42500	101	550602	General Fund	FIRE - Admin	Membership Dues	(12,356)	(11,418)	(11,515)	(11,515)	(11,422)	(11,500)
1001	42500	101	550603	General Fund	FIRE - Admin	Postage	(1,864)	(1,519)	(2,500)	(2,500)	(1,500)	(2,000)
1001	42500	101	550671	General Fund	FIRE - Admin	Office Machine Service	(2,311)	(3,699)	(3,500)	(3,500)	(3,500)	(4,000)
1001	42500	142	550671	General Fund	FIRE - Admin	Office Machine Service	(321)	-	-	-	-	-
1001	42500	101	560620	General Fund	FIRE - Admin	Office Supplies	(3,485)	(3,570)	(3,500)	(3,500)	(3,500)	(4,000)
1001	42500	101	560625	General Fund	FIRE - Admin	Clothing	(2,648)	(994)	(1,500)	(1,500)	(1,500)	(2,500)
1001	42500	101	560631	General Fund	FIRE - Admin	Operational Supplies	(302)	-	-	-	-	-
1001	42500	101	560638	General Fund	FIRE - Admin	Special Events	(287)	(1,277)	(1,200)	(1,200)	(1,200)	(1,500)
1001	42500	101	560651	General Fund	FIRE - Admin	Employees Awards Recognition	(45)	-	-	-	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(23,783)	(22,713)	(24,215)	(24,215)	(23,122)	(26,000)
						TOTAL EXPENDITURES	(4,000,472)	(4,420,614)	(6,245,873)	(6,245,873)	(6,256,781)	(5,999,080)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - FIRE OPERATIONS**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	42510	101	510501	General Fund	FIRE - Operations	Regular Salaries	(5,385,935)	(5,625,799)	(5,926,519)	(5,926,519)	(5,588,307)	(5,898,064)
1001	42510	101	510503	General Fund	FIRE - Operations	Overtime	(390,620)	(493,382)	(450,000)	(450,000)	(550,500)	(500,000)
						SUB-TOTAL PERSONAL SERVICES	(5,776,555)	(6,119,181)	(6,376,519)	(6,376,519)	(6,138,807)	(6,398,064)
1001	42510	101	510510	General Fund	FIRE - Operations	Sick Time Payout	(49,623)	(31,554)	(65,000)	(65,000)	(39,666)	(55,000)
1001	42510	101	510516	General Fund	FIRE - Operations	FD 7G Pay	(168,856)	(159,735)	(200,000)	(200,000)	(180,000)	(175,000)
1001	42510	101	510519	General Fund	FIRE - Operations	Vacation Time Payout	(58,052)	(9,299)	(40,000)	(40,000)	(40,000)	(40,000)
1001	42510	101	510521	General Fund	FIRE - Operations	Holiday Pay	(70,834)	(98,033)	(96,900)	(96,900)	(96,900)	(96,900)
1001	42510	101	520515	General Fund	FIRE - Operations	Health Insurance Opt Out	(11,536)	(13,390)	-	-	(16,800)	(10,500)
1001	42510	101	520520	General Fund	FIRE - Operations	Life Insurance Expense	(2,949)	(5,369)	(5,580)	(5,580)	(5,394)	(5,673)
1001	42510	101	520521	General Fund	FIRE - Operations	Health Insurance Expense	(1,067,141)	(1,124,475)	(1,034,358)	(1,034,358)	(1,179,803)	(1,179,596)
1001	42510	101	520522	General Fund	FIRE - Operations	Social Security Expense	(11,648)	(9,941)	(23,033)	(23,033)	(9,800)	(20,000)
1001	42510	101	520523	General Fund	FIRE - Operations	Medicare Expense	(79,657)	(82,342)	(85,935)	(85,935)	(81,336)	(82,188)
1001	42510	101	520526	General Fund	FIRE - Operations	Medicare Expense	(222)	(1,263)	-	-	-	-
						SUB-TOTAL FRINGE BENEFITS	(1,520,519)	(1,535,401)	(1,550,806)	(1,550,806)	(1,649,699)	(1,664,857)
1001	42510	101	530660	General Fund	FIRE - Operations	General Contractuals	(8,343)	(13,527)	(17,500)	(17,500)	(17,500)	(110,200)
1001	42510	101	530675	General Fund	FIRE - Operations	Bank Charges	-	(777)	-	-	-	-
1001	42510	101	530681	General Fund	FIRE - Operations	WSCDC Contract	-	-	(460,000)	(866,500)	(866,500)	(413,000)
1001	42510	101	550673	General Fund	FIRE - Operations	Repairs	(9,731)	(12,842)	(15,500)	(15,500)	(15,500)	(15,500)
1001	42510	101	540690	General Fund	FIRE - Operations	Telecommunication Charges	-	-	(16,100)	(16,100)	(16,100)	(22,800)
						SUB-TOTAL CONTRACTUAL SERVICES	(18,074)	(27,145)	(509,100)	(915,600)	(915,600)	(561,500)
1001	42510	101	560625	General Fund	FIRE - Operations	Clothing	(65,030)	(78,575)	(80,000)	(80,000)	(80,000)	(83,000)
1001	42510	101	560630	General Fund	FIRE - Operations	Operational Supplies	-	(20,744)	(20,000)	(20,000)	(20,000)	(20,500)
1001	42510	101	560631	General Fund	FIRE - Operations	Operational Supplies	(14,881)	(1,419)	-	-	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(79,911)	(100,737)	(100,000)	(100,000)	(100,000)	(103,500)
1001	42510	101	570710	General Fund	FIRE - Operations	Equipment	-	(11,855)	(20,800)	(20,800)	(20,800)	(20,000)
1001	42510	101	570720	General Fund	FIRE - Operations	Computer Equipment	-	-	(14,250)	(14,250)	(14,250)	(15,500)
						SUB-TOTAL CAPITAL OUTLAY	-	(11,855)	(35,050)	(35,050)	(35,050)	(35,500)
						TOTAL EXPENDITURES	(7,395,059)	(7,794,319)	(8,571,475)	(8,977,975)	(8,839,156)	(8,763,421)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - FIRE EMS

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	42520	101	530650	General Fund	FIRE - EMS	Conferences Training	(3,123)	-	-	-	-	-
1001	42520	101	530660	General Fund	FIRE - EMS	General Contractuals	(6,949)	(6,940)	(7,000)	(7,000)	(7,000)	(10,000)
						SUB-TOTAL CONTRACTUAL SERVICES	(10,072)	(6,940)	(7,000)	(7,000)	(7,000)	(10,000)
1001	42520	101	550601	General Fund	FIRE - EMS	Printing	-	(376)	(400)	(400)	(400)	(400)
1001	42520	101	550602	General Fund	FIRE - EMS	Membership Dues	(500)	(471)	(1,000)	(1,000)	(1,000)	(1,000)
1001	42520	101	550673	General Fund	FIRE - EMS	Repairs	(1,650)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
1001	42520	101	560630	General Fund	FIRE - EMS	Small Tools	-	(18,612)	-	-	-	-
1001	42520	101	560631	General Fund	FIRE - EMS	Operational Supplies	(13,953)	(1,508)	(28,500)	(28,500)	(28,500)	(28,500)
1001	42520	101	560638	General Fund	FIRE - EMS	Special Events	(115)	-	-	-	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(16,219)	(22,967)	(31,900)	(31,900)	(31,900)	(31,900)
1001	42520	101	570710	General Fund	FIRE - EMS	Equipment	-	(2,974)	(5,000)	(5,000)	(5,000)	(5,000)
							-	-	-	-	-	-
1001	42520	101	580700	General Fund	FIRE - EMS	Bad Debt Expense	-	(31,897)	-	-	-	-
						TOTAL EXPENDITURES	(26,291)	(64,779)	(43,900)	(43,900)	(43,900)	(46,900)

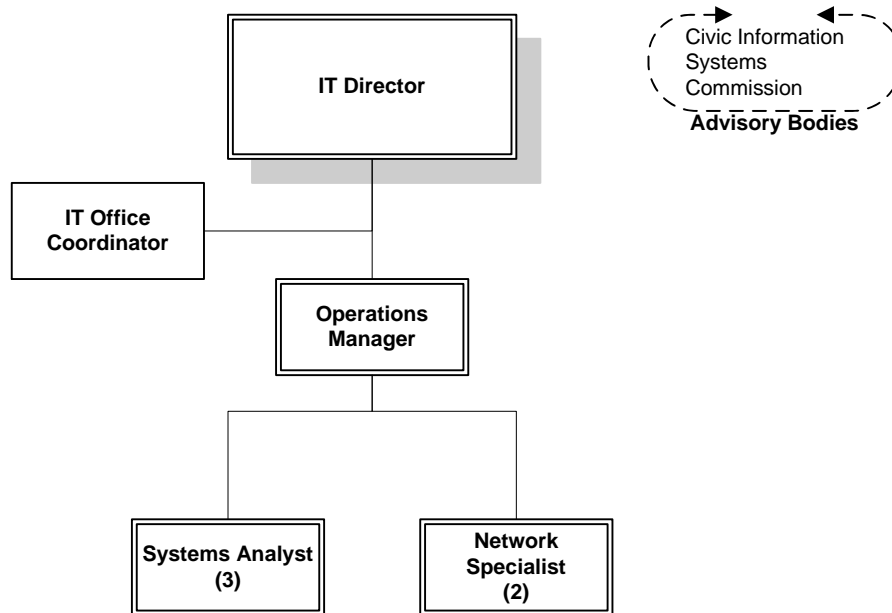


VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - FIRE PREVENTION AND INVESTIGATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2015</b> <u>Actual</u>	<b>2016</b> <u>Actual</u>	<b>2017</b> <u>Budget</u>	<b>Amended</b> <b>2017</b> <u>Budget</u>	<b>2017</b> <u>Projected</u>	<b>2018</b> <u>Budget</u>
1001	42530	101	530650	General Fund	FIRE - Prev. and Inv.	Conferences Training	(5,911)	267	-	-	-	-
						SUB-TOTAL CONTRACTUAL SERVICES	(5,911)	267	-	-	-	-
											-	-
1001	42530	101	550602	General Fund	FIRE - Prev. and Inv.	Membership Dues	(1,736)	(1,875)	(2,000)	(2,000)	(2,000)	(2,040)
1001	42530	101	550673	General Fund	FIRE - Prev. and Inv.	Repairs	(147)	(954)	(1,000)	(1,000)	(1,000)	(1,000)
1001	42530	101	560630	General Fund	FIRE - Prev. and Inv.	Small Tools	-	(1,919)	(2,000)	(2,000)	(2,000)	(2,000)
						SUB-TOTAL MATERIALS & SUPPLIES	(1,882)	(4,749)	(5,000)	(5,000)	(5,000)	(5,040)
											-	-
1001	42530	101	560631	General Fund	FIRE - Prev. and Inv.	Bad Debt Expense	(1,438)	(96)	-	-	-	-
						TOTAL EXPENDITURES	(9,231)	(4,578)	(5,000)	(5,000)	(5,000)	(5,040)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - FIRE TRAINING AND PUBLIC EDUCATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	42540	101	530650	General Fund	FIRE - Training and Public Ed.	Conferences Training	(13,708)	(27,404)	(44,660)	(44,660)	(44,660)	(50,000)
1001	42540	101	540689	General Fund	FIRE - Training and Public Ed.	Cable Television	(373)	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(14,081)	(27,404)	(44,660)	(44,660)	(44,660)	(50,000)
1001	42540	101	550601	General Fund	FIRE - Training and Public Ed.	Printing	(175)	(496)	(500)	(500)	(500)	(1,000)
1001	42540	101	550602	General Fund	FIRE - Training and Public Ed.	Membership Dues	(1,363)	(66)	(1,350)	(1,350)	(1,350)	(1,350)
1001	42540	101	550673	General Fund	FIRE - Training and Public Ed.	Repairs	(3,165)	(2,392)	(3,000)	(3,000)	(3,000)	(3,000)
1001	42540	101	560630	General Fund	FIRE - Training and Public Ed.	Small Tools	-	(11,404)	-	-	-	-
1001	42540	101	560631	General Fund	FIRE - Training and Public Ed.	Operational Supplies	(6,996)	-	(13,000)	(13,000)	(13,000)	(18,500)
1001	42540	101	560638	General Fund	FIRE - Training and Public Ed.	Special Events	(4,832)	(2,446)	(2,500)	(4,500)	(3,000)	(4,000)
SUB-TOTAL MATERIALS & SUPPLIES							(16,530)	(16,804)	(20,350)	(22,350)	(20,850)	(27,850)
TOTAL EXPENDITURES							(30,612)	(44,208)	(65,010)	(67,010)	(65,510)	(77,850)



## **INFORMATION TECHNOLOGY**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

The Information Technology (IT) Department oversees the Village's computer and telephone systems and is responsible for providing internal services to other Village Departments via the administration and support of various office technology services, communication systems and data processing services that are utilized daily in all department operations in accordance with the annual budget document. Basic office technology support ranges from printer, desktop, laptop and mobile devices. Communication systems include local data network, Internet, security, wireless, cellular, fiber-network and voice. Data processing services include the business and process analysis to enhance service to the operating departments and the residents of Oak Park.

## 2017 ACCOMPLISHMENTS

Below, departments/divisions will provide a descriptive narrative of the accomplishments and/or planned accomplishments for their departments for 2017.

A few of IT accomplishments include the following:

- E911 Locate on Mitel phone system
- Reconfiguration of Village Hall offices phase 2
- Identified appropriate Police MDC's (Getac) and printers (RW420) and began installation with major assistance from PW Fleet
- Video and Keycard Access security upgrade for Village Hall, Police Station and PWC
- Implementation of BS&A ERP including environment configuration, end-user deployment, data conversion and continued support
- Identified appropriate Fire MDC's (MS-Surface) and began installation with major assistance from PW Fleet
- Replacement of Citrix in DCS, Health, Community Relations and HR
- Update of legacy Windows-XP system to help address ransomware attacks
- Assisted Xerox copiers upgrades including post rollout security review
- Continued support of CityView, development of new reports (Tax Assessor, MAP and letter revisions), scheduled processes, GIS updates and owner updates
- Continued support of Parking Citation, Permit, Passes and Vehicle Sticker
- GIS – BS&A Utility address cleanup, Fire Hydrant Flow collector, PD Special Watch, PD Beat, Zone & Post layers

A few of IT plans still to be accomplished include the following:

- Video and Keycard Access (Core System) security upgrade for Police Interview Rooms, Pump Stations, Fire Stations and Garages. Additional work for Parking Intercom system
- Laserfiche (Core System) acquired to replace legacy PaperVision system, CityView repository, BS&A repository and implement a HR workflow process
- Fiber WAN (Core System) consulting services as part of IGA with SD97 for needs assessment, solution options, RFP development and optional oversee 2018 construction
- WestCom CAD/RMS and integration with Village GIS (Core Systems) is an on-going project
- Human Resources Information System (HRIS) is a new core system to be implemented 2018-Q1
- Village Hall UPS upgrade
- Complete installation in most/all Police in-car printer and MS-Visio for crash reports
- Continued work with Parking Technologies consultant & operating departments
- CityView cut-over for Health Inspections, Excise Tax and Alarm Registration & Billing
- Fill Systems Analyst vacancies
- TBD – Reconfiguration of Village Hall office phase 3
- North Fire Station remodeling & watch desk
- GIS Next – Zoning Districts, Street Light Inventory & Utility data migration, Community Portal, Update CIP Story Map, Revise Parking Permit

## 2018 WORK PLAN

Below, departments will present a detailed discussion of the issues and projects to be undertaken that they expect may impact their departmental/activities in 2017, and **how their proposal will address those issues.**

Please include dollar amounts and timeline when appropriate. Also, please highlight expected participation by other Village departments if necessary (i.e. IT).

- Human Resources Information System (HRIS) – This has been identified as a new core system that will need to incorporate general HR process, payroll (BS&A) and Benefit processes. It will be a cooperative work requiring participation from HR, Finance, IT, Fire, Police and other departments. HR and Finance should be budgeting this appropriately.
- Parking Technology solution project – This is a continuation of work and require Parking, Police, Adjudication, Finance and IT participation. This is shared funding from ERF and Parking with an overall requested amount of \$360,000. Ideally, we have a replacement system selected by end of 2017 in order to eliminate PeopleSoft/Oracle from the village.
- OmniForm Technology – This is a legacy technology heavily utilized in Police. This requires heavy Police participation for IT/consultant to understand each form and process. Participation of WestCom and/or Sungard is needed to determine CAD/RMS and Laserfiche capabilities and which system is best suited to meet Police requirements. This is anticipated to be a multi-year project. An amount of \$20,000 has been requested in external support.
- Fiber Wide Area Network (WAN) project – If board approves funding and strategy, this will significantly increase the resiliency and performance of our network to remote village facilities and departments. Primary work will be with IT, PW Engineering and likely School District 97. An amount of \$535,000 in the 2018 ERF has been requested similar to 2017 budget.
- CityView Adjudication Module – Adjudication has a custom MS-Access legacy Local Ordinance (LO) system. Around 50% of LO citations comes from department users of CityView while the rest is Police. Participation from Adjudication, DCS, Health, Fire, Public Works, Police and IT is needed to configure and implement this module. Once other priorities with WestCom's CAD/RMS are completed, we can look at automating data exchange. DCS is funding this project for \$20,000.
- Enhance Security Software – This is to help improve ransomware attacks that can significantly disrupt operations. IT has requested an additional \$12,000 in the software license account.
- 1 GB Internet Service – Internet usage by customers and operating department continues to increase just to perform system security updates, hosted services and online customer activities. IT has requested additional \$36,000 in the telecommunication account.

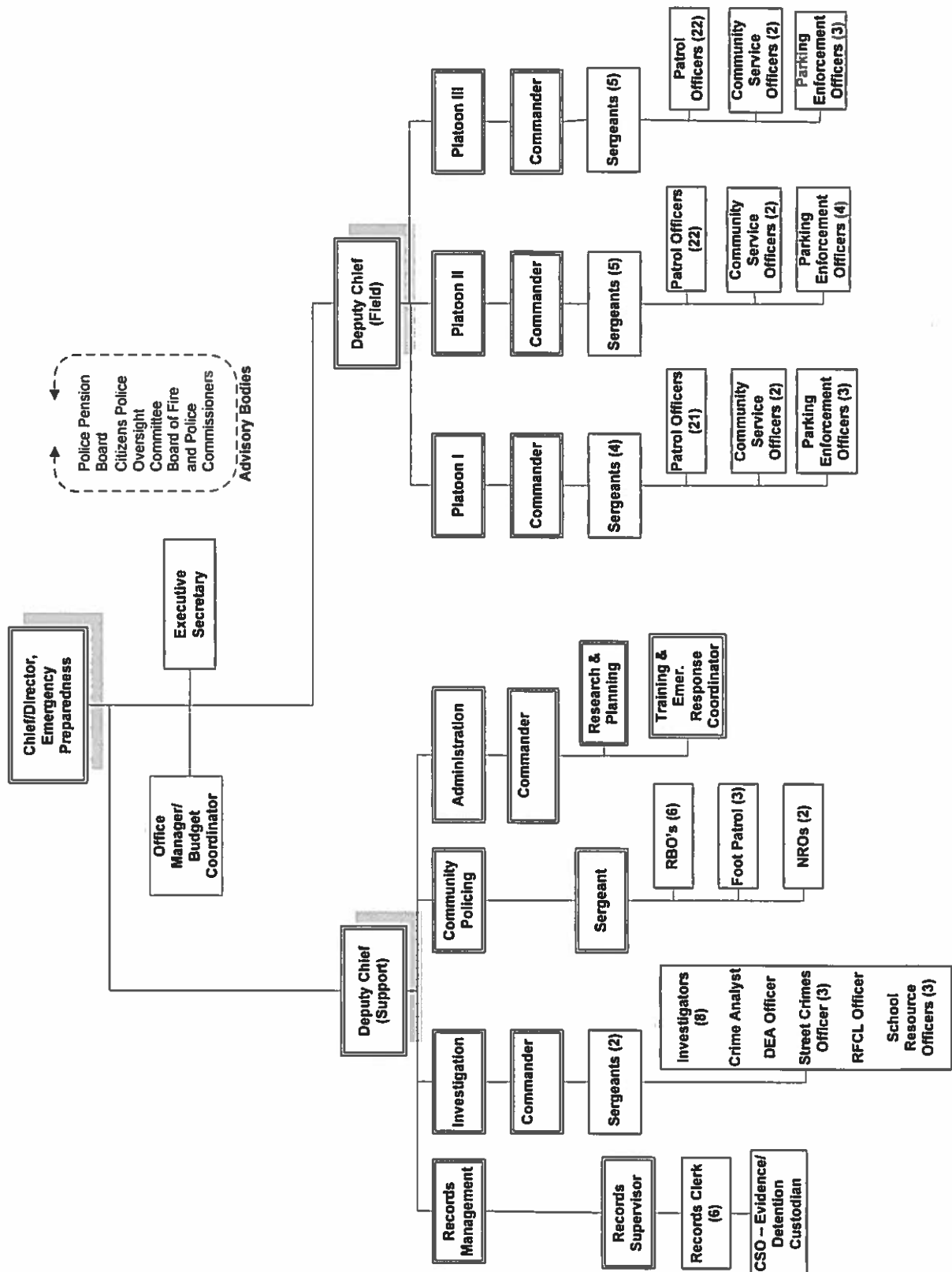
**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - INFORMATION TECHNOLOGY**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	41040	101	510501	General Fund	Information Technology	Regular Salaries	(336,655)	(590,310)	(600,451)	(600,451)	(549,650)	(586,584)
1001	41040	141	510501	General Fund	Information Technology	Regular Salaries	(110,470)	-	-	-	-	-
1001	41040	142	510501	General Fund	Information Technology	Regular Salaries	(133,118)	-	-	-	-	-
1001	41040	101	510503	General Fund	Information Technology	Overtime	-	(251)	(500)	(500)	(250)	(500)
SUB-TOTAL PERSONAL SERVICES							(580,242)	(590,560)	(600,951)	(600,951)	(549,900)	(587,084)
1001	41040	101	510506	General Fund	Information Technology	Equip Allow (Auto,Phone,Tools)	(1,011)	(994)	(1,108)	(1,108)	(1,108)	(1,200)
1001	41040	101	510519	General Fund	Information Technology	Vacation Time Payout	-	(1,932)	-	-	-	-
1001	41040	101	520515	General Fund	Information Technology	Health Insurance Opt-out	-	-	-	-	-	(1,500)
1001	41040	101	520520	General Fund	Information Technology	Life Insurance Expense	(281)	(728)	(744)	(744)	(744)	(744)
1001	41040	141	520520	General Fund	Information Technology	Life Insurance Expense	(75)	-	-	-	-	-
1001	41040	142	520520	General Fund	Information Technology	Life Insurance Expense	(95)	-	-	-	-	-
1001	41040	101	520521	General Fund	Information Technology	Health Insurance Expense	(98,569)	(159,258)	(153,262)	(153,262)	(168,231)	(166,794)
1001	41040	141	520521	General Fund	Information Technology	Health Insurance Expense	(26,159)	-	-	-	-	-
1001	41040	142	520521	General Fund	Information Technology	Health Insurance Expense	(29,761)	-	-	-	-	-
1001	41040	101	520522	General Fund	Information Technology	Social Security Expense	(19,477)	(33,971)	(37,228)	(37,228)	(34,078)	(36,368)
1001	41040	141	520522	General Fund	Information Technology	Social Security Expense	(6,470)	-	-	-	-	-
1001	41040	142	520522	General Fund	Information Technology	Social Security Expense	(7,698)	-	-	-	-	-
1001	41040	101	520523	General Fund	Information Technology	Medicare Expense	(4,555)	(7,964)	(8,707)	(8,707)	(7,970)	(8,505)
1001	41040	141	520523	General Fund	Information Technology	Medicare Expense	(1,513)	-	-	-	-	-
1001	41040	142	520523	General Fund	Information Technology	Medicare Expense	(1,817)	-	-	-	-	-
1001	41040	101	520527	General Fund	Information Technology	IMRF Contributions	(47,704)	(83,950)	(84,063)	(84,063)	(78,270)	(58,424)
1001	41040	141	520527	General Fund	Information Technology	IMRF Contributions	(15,653)	-	-	-	-	-
1001	41040	142	520527	General Fund	Information Technology	IMRF Contributions	(18,863)	-	-	-	-	-
1001	41040	101	560651	General Fund	Information Technology	Employees Awards Recognition	(733)	-	-	-	-	-
SUB-TOTAL FRINGE BENEFITS							(280,432)	(288,797)	(285,112)	(285,112)	(290,401)	(273,535)
1001	41040	101	530650	General Fund	Information Technology	Conferences Training	(3,962)	(2,351)	(9,000)	(9,000)	(5,000)	(9,000)
1001	41040	141	530650	General Fund	Information Technology	Conferences Training	(11)	-	-	-	-	-
1001	41040	142	530650	General Fund	Information Technology	Conferences Training	(1,201)	-	-	-	-	-
1001	41040	101	530660	General Fund	Information Technology	General Contractuals	-	-	(13,600)	(13,600)	-	-
1001	41040	101	530667	General Fund	Information Technology	External Support	-	(76,010)	(161,400)	(161,400)	(161,000)	(152,000)
1001	41040	142	530667	General Fund	Information Technology	External Support	(76,834)	-	-	-	-	-
1001	41040	101	540690	General Fund	Information Technology	Telecommunication Charges	(7,786)	(121,707)	(234,000)	(234,000)	(186,000)	(235,000)
SUB-TOTAL CONTRACTUAL SERVICES							(89,795)	(200,068)	(418,000)	(418,000)	(352,000)	(396,000)
1001	41040	101	540698	General Fund	Information Technology	Computer Supplies	(12)	(3,603)	(15,000)	(15,000)	(13,000)	(10,000)
1001	41040	141	540698	General Fund	Information Technology	Computer Supplies	-	-	-	-	-	-
1001	41040	142	540698	General Fund	Information Technology	Computer Supplies	(10,080)	-	-	-	-	-
1001	41040	101	540699	General Fund	Information Technology	Hardware Maintenance	-	(34,939)	-	-	(28,000)	(34,200)
1001	41040	141	540699	General Fund	Information Technology	Hardware Maintenance	(17,349)	-	(52,000)	(52,000)	-	-
1001	41040	101	550602	General Fund	Information Technology	Membership Dues	-	(250)	(1,000)	(1,000)	(300)	(500)
1001	41040	142	550602	General Fund	Information Technology	Membership Dues	(250)	-	-	-	-	-
1001	41040	101	550603	General Fund	Information Technology	Postage	(647)	(222)	(1,200)	(1,200)	(500)	(1,000)
1001	41040	721	550603	General Fund	Information Technology	Postage	-	(15)	-	-	-	-
1001	41040	101	550605	General Fund	Information Technology	Travel & Mileage Reimbursement	-	-	(250)	(250)	(125)	(250)
1001	41040	101	550606	General Fund	Information Technology	Books & Subscriptions	-	-	(1,000)	(1,000)	(500)	(700)
1001	41040	101	550663	General Fund	Information Technology	Software License Updates	-	(77,420)	(182,310)	(254,616)	(209,306)	(170,140)
1001	41040	141	550663	General Fund	Information Technology	Software License Updates	(121,159)	-	-	-	-	-

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - INFORMATION TECHNOLOGY

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	41040	101	550671	General Fund	Information Technology	Office Machine Service	-	(948)	(1,900)	(1,900)	(1,000)	(1,000)
1001	41040	141	550671	General Fund	Information Technology	Office Machine Service	(234)	-	-	-	-	-
1001	41040	101	550672	General Fund	Information Technology	Telephone Maintenance	-	(21,695)	(27,000)	(27,000)	(24,000)	(33,000)
1001	41040	141	550672	General Fund	Information Technology	Telephone Maintenance	(1,592)	-	-	-	-	-
1001	41040	101	560620	General Fund	Information Technology	Office Supplies	(1,506)	(1,606)	(1,700)	(1,700)	(1,500)	(1,500)
1001	41040	142	560620	General Fund	Information Technology	Office Supplies	(294)	-	-	-	-	-
1001	41040	101	560690	General Fund	Information Technology	Contingency	-	(4,629)	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(153,121)	(145,328)	(283,360)	(355,666)	(278,231)	(252,290)
TOTAL EXPENDITURES							(1,103,590)	(1,224,753)	(1,587,423)	(1,659,729)	(1,470,532)	(1,508,909)





## **POLICE**

### **EXECUTIVE OVERVIEW**

#### **Departmental Summary**

The Oak Park Police Department is a full-service law enforcement agency serving the citizens of the Village of Oak Park. The mission of the Department is to provide high-quality police services that are accessible to all members of the community. The Department believes in the dignity of all people and respects individual and constitutional rights in fulfilling this mission. In order to achieve this mission, the Department has adopted Community Based Policing which includes the following components: citizen involvement, problem solving and quality of life focus, ethical behavior, situational leadership, and employee value. It is our goal to incorporate these values in the organization, and throughout our interactions with the community to promote a desirable quality of life in the community, with a commitment to maintaining and improving peace, order, and safety through excellence in law enforcement and community service.

The department has both sworn police officers and civilian personnel assigned to operating and support programs in two bureaus:

**Field Services Bureau** – The Field Services Bureau is responsible for performing a variety of duties related to the protection of life and property and enforcement of criminal and traffic laws, parking enforcement, prevention and investigation of crime, collection and preservation of evidence, preservation of the public peace, and the apprehension of violators of the law. This bureau also manages the Field Training and Evaluation Program.

**Support Services Bureau** – The Support Services Bureau includes: Investigations, Drug Enforcement Administration (DEA) and Regional Computer Forensic Laboratory (RCFL) assignments, Resident Beat Officer and Neighborhood Resource Officer Programs, Records, School Resource Officer Program, Evidence and Property, Training and Research and Planning.

#### **2017 Accomplishments**

- The department continues to further the Crisis Intervention Team initiative. A Crisis Intervention Team (CIT) program is a model for community policing that brings together law enforcement, mental health providers, hospital emergency departments and individuals with mental illness and their families to improve responses to people in crisis. Currently the department has increased the number of certified officers to forty (40).
- The department hosted a 40-hour state-certified Crisis Intervention Team training. The specialized course provides sworn personnel with tools for responding to calls involving mental illness, substance abuse and other related crisis incidents.
- Using grant funds and working in collaboration with Elementary School District 97 and the Oak Park Township Mental Health Board, the department implemented the Emergency Bracelet Identification Program. The bracelets, which are green in support of mental

health awareness, are designed to improve communication between emergency first responders and individuals with mental health challenges.

- Conducted the second of a series of “Fireside Chat” Community Meetings in collaboration with Community Relations. The purpose of the meetings is to build upon the established relationship with citizens and discuss strategies to address crime and quality of life concerns.
- Building on what was learned from the 2017 Procedural Justice for Law Enforcement course; the department partnered with the University of Illinois and Grayson Media to produce procedural justice training videos for the USDOJ COPPS office. These videos will be used to support procedural justice training for law enforcement nationwide.
- In coordination with the Oak Park School District 97, the department’s Community Policing Unit participated in school safety training in furtherance of school safety and security. Additionally, the department continues to collaborate with District 97 in the annual review of all the district emergency operations plans.
- In the furtherance of succession planning, the department has taken the following actions in 2017; conducted an interim deputy chief promotional process, administered both a commander promotional process and a sergeant promotional exam, administered a police officer entry exam and conducted a community service officer hiring process.
- Implemented the Operation Shattered Stars Peer Support Team. Operation Shattered Stars Peer Support Team provides trained peer supporters who can give confidential, appropriate, and supportive assistance of officers and their families in times of crisis.
- Implemented Taser program. The Department has entered into a 5 year partnership with AXON, INC for the acquisition of 50 Tasers and the requisite training associated with developing a sustainable deployment program. This less lethal addition to our Use of Force Continuum will be phased in to field operations in several stages during the coming months. The goal of the program is to improve officer safety and reduce injury.
- Implemented a VIRTRA Training Simulator Program, in collaboration with the Cook County Sheriff’s Police Department. The VIRTRA program provides officers a platform for scenario based training that simulates real life situations. This technological environment provides officers the opportunity to utilize skills related to situational awareness, critical thinking, communication, decision-making under stress, reading body language and threat cues, de-escalation techniques and the use of non-lethal and lethal force.
- Implemented online in-service training program. The Department has contracted with the Police Law Institute for online training services that will reduce officer liability risk while covering all Illinois Law Enforcement Training and Standards Board (ILETSB) mandates. The training is North East Multi-Regional Training and ILETSB approved. Officers will, on a monthly basis, take web based courses and examinations on legal updates.
- The department implemented a procedure to review and update all general orders, rules and regulations, training bulletins and special directives. These revised materials will be disseminated to all department personnel.
- Subscription to the LeadsOnline program. LeadsOnline is a technology based service assisting law enforcement in identifying offenders who sell stolen merchandise to pawn brokers and second hand shops. LeadsOnline can provide the link between

investigators and stolen items which can be instrumental in solving a variety of crimes.

- Certification of Detention Facility. The Illinois Compiled Statutes [730 ILCS 5/3-15-2(b)] authorizes the Illinois Department of Corrections to inspect municipal adult [jail/lockup] facilities. The State of Illinois completed a review of the municipal lockup facility at the Oak Park Police Department and found it to be in compliance with state standards.

## 2018 Work Plan

- In collaboration with District 97, implement a Junior High Mentoring Program. The Junior High Mentoring program will be an expansion of the current explorer program with modifications to incorporate more community engagement. The program would solicit community professionals to provide presentations on their chosen career and then engage students in how those careers benefit the community as a whole. Besides the exposure to various professional fields, the students will benefit through their involvement by developing social skills, building of self-worth/self-confidence, and networking.
- The department will expand the Oak Park Police Chaplain Program. The police chaplain program creates a partnership with various faith-based leaders to respond and assist police and other law enforcement agencies providing appropriate assistance, advice, comfort, counsel and referrals to those in need who may request support. The goal of the expansion will be to provide the department chaplains with email addresses and voice mail extensions to afford increased access for citizens and officers.
- The department will continue the VIRTRA Training Simulator Program, in collaboration with the Cook County Sheriff's Police Department, which provides officers, through use of technology, a platform for scenario based training that simulates real life situations.
- Expand Police Bike Patrol Program. The department will offer training to shift patrol officers on bike patrol techniques. An expansion of the program will increase visibility and opportunities for citizen engagement.
- Conduct an Emergency Preparedness Operations Exercise for Village Leadership. The Department will seek FEMA support for funding a table Top Exercise to test the capabilities of the Village of Oak Park Emergency response to a Weather Emergency
- With the goal of having all sworn personnel certified over the next two years, the department will continue to train officers in the 40-hour state-certified Crisis Intervention Team training.
- Building on the department's partnership with the University of Illinois, the third phase of procedural justice training will be offered to all line level police personnel.
- The department will evaluate and expand the Taser Program.
- The department will continue to review and update all general orders, rules and regulations, training bulletins and special directives. These revised materials will be disseminated to all department personnel.
- In the furtherance of succession planning, newly appointed commanders will be selected to attend the Federal Bureau of Investigation National Academy, Police Executive Research Forum Senior Management Institute for Police or the North Western University Center for Public Safety School of Staff and Command.
- In the furtherance of succession planning, the department will provide all new sergeants with a minimum of 80 hour Supervision of Police Personnel training. Supervision of Police

Personnel prepares participants to make a successful transition from officer to supervisor. Students learn motivational principals, communication, ethics, professionalism, planning, decision-making and leadership.

- In an expansion to our LeadsOnline program, the department will launch a citizen web based reporting system that will provide a convenient way to register property through an online service.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - POLICE**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended 2017	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	42400	101	510501	General Fund	POLICE	Regular Salaries	(2,357,712)	(2,789,109)	(807,816)	(807,816)	(559,472)	(880,472)
1001	42400	412	510501	General Fund	POLICE	Regular Salaries	(5,811,455)	(5,582,146)	(8,069,489)	(7,769,489)	(7,694,914)	(8,827,191)
1001	42400	421	510501	General Fund	POLICE	Regular Salaries	(3,216,853)	(3,235,238)	(3,338,078)	(3,338,078)	(3,289,575)	(3,115,744)
1001	42400	101	510503	General Fund	POLICE	Overtime	(26,004)	(50,633)	-	-	-	-
1001	42400	412	510503	General Fund	POLICE	Overtime	(236,143)	(284,607)	(210,000)	(510,000)	(350,000)	(350,000)
1001	42400	421	510503	General Fund	POLICE	Overtime	(142,094)	(118,555)	(69,532)	(69,532)	(100,000)	(100,000)
1001	42400	101	510508	General Fund	POLICE	CTA Patrol Pay	(31,389)	(7,600)	-	-	-	-
1001	42400	412	510508	General Fund	POLICE	CTA Patrol Pay	(120,452)	(85,714)	(159,000)	(159,000)	(159,000)	(159,000)
1001	42400	421	510508	General Fund	POLICE	CTA Patrol Pay	(75,879)	(47,488)	(53,000)	(53,000)	(50,000)	(50,000)
1001	42400	412	510509	General Fund	POLICE	Comp Time Payout	-	-	(100,000)	(100,000)	(100,000)	(100,000)
1001	42400	101	510514	General Fund	POLICE	Court Time	(31,704)	(45,316)	-	-	-	-
1001	42400	412	510514	General Fund	POLICE	Court Time	(53,143)	(62,427)	(98,216)	(98,216)	(75,000)	(75,000)
1001	42400	421	510514	General Fund	POLICE	Court Time	(29,307)	(35,836)	(32,739)	(32,739)	(30,000)	(32,000)
1001	42400	101	510999	General Fund	POLICE	Grant Admin. - Salaries	20,053	56,915	-	-	-	40,080
SUB-TOTAL PERSONAL SERVICES							(12,112,081)	(12,287,754)	(12,937,870)	(12,937,870)	(12,407,961)	(13,649,327)
1001	42400	101	510510	General Fund	POLICE	Sick Time Payout	(5,423)	(7,552)	-	-	-	-
1001	42400	412	510510	General Fund	POLICE	Sick Time Payout	(43,249)	(40,783)	(60,000)	(60,000)	(60,000)	(60,000)
1001	42400	421	510510	General Fund	POLICE	Sick Time Payout	(28,564)	(30,321)	-	-	-	-
1001	42400	101	510519	General Fund	POLICE	Vacation Time Payout	(8,662)	(6,405)	-	-	-	-
1001	42400	412	510519	General Fund	POLICE	Vacation Time Payout	(33,966)	(263)	(20,000)	(20,000)	-	-
1001	42400	412	510521	General Fund	POLICE	Holiday Pay	-	(161)	-	-	-	-
1001	42400	101	520515	General Fund	POLICE	Health Insurance Opt Out	(9,887)	(9,657)	-	-	-	(2,400)
1001	42400	412	520515	General Fund	POLICE	Health Insurance Opt Out	(14,114)	(15,086)	-	-	(15,000)	(24,000)
1001	42400	421	520515	General Fund	POLICE	Health Insurance Opt Out	(6,056)	(6,338)	-	-	-	(3,900)
1001	42400	101	520520	General Fund	POLICE	Life Insurance Expense	(1,694)	(2,923)	(837)	(837)	(837)	(837)
1001	42400	412	520520	General Fund	POLICE	Life Insurance Expense	(3,477)	(6,143)	(8,835)	(8,835)	(9,021)	(9,393)
1001	42400	421	520520	General Fund	POLICE	Life Insurance Expense	(1,752)	(3,094)	(3,627)	(3,627)	(3,627)	(3,348)
1001	42400	101	520521	General Fund	POLICE	Health Insurance Expense	(349,339)	(398,340)	(160,574)	(160,574)	(147,038)	(179,025)
1001	42400	412	520521	General Fund	POLICE	Health Insurance Expense	(1,125,557)	(1,157,664)	(1,543,588)	(1,543,588)	(1,576,541)	(1,537,110)
1001	42400	421	520521	General Fund	POLICE	Health Insurance Expense	(607,990)	(629,732)	(623,746)	(623,746)	(638,236)	(643,897)
1001	42400	101	520522	General Fund	POLICE	Social Security Expense	(39,721)	(43,541)	(19,256)	(19,256)	(40,887)	(23,306)
1001	42400	412	520522	General Fund	POLICE	Social Security Expense	(34,749)	(31,726)	(41,834)	(41,834)	(44,296)	(42,753)
1001	42400	421	520522	General Fund	POLICE	Social Security Expense	(2,775)	(2,874)	(25,760)	(25,760)	(24,151)	(23,594)
1001	42400	101	520523	General Fund	POLICE	Medicare Expense	(29,054)	(35,373)	(11,713)	(11,713)	(9,562)	(9,255)
1001	42400	412	520523	General Fund	POLICE	Medicare Expense	(82,604)	(80,740)	(117,008)	(117,008)	(119,538)	(127,994)
1001	42400	421	520523	General Fund	POLICE	Medicare Expense	(47,980)	(45,839)	(48,402)	(48,402)	(46,247)	(45,178)
1001	42400	101	520524	General Fund	POLICE	Police Pension Contributions	(4,121,194)	(4,735,676)	(4,940,474)	(4,940,474)	(4,940,474)	(5,470,687)
1001	42400	101	520526	General Fund	POLICE	Dental Insurance Expense	(2,901)	(3,067)	(400)	(400)	-	-
1001	42400	412	520526	General Fund	POLICE	Dental Insurance Expense	(4,497)	(4,872)	(8,600)	(8,600)	-	-
1001	42400	421	520526	General Fund	POLICE	Dental Insurance Expense	(3,241)	(3,067)	(1,800)	(1,800)	-	-
1001	42400	101	520527	General Fund	POLICE	IMRF Contributions	(78,856)	(80,053)	(43,481)	(43,481)	(58,939)	(37,440)
1001	42400	412	520527	General Fund	POLICE	IMRF Contributions	(102,638)	(76,300)	(94,463)	(94,463)	(94,024)	(68,681)
1001	42400	421	520527	General Fund	POLICE	IMRF Contributions	(6,543)	(6,819)	(75,800)	(75,800)	(35,608)	(50,760)
1001	42400	101	520999	General Fund	POLICE	Grant Admin. - Benefits	-	-	-	-	-	1,069
1001	42400	101	520532	General Fund	POLICE	SLEP Contributions	(13,464)	(19,012)	-	(18,662)	(18,662)	(19,129)
1001	42400	101	530642	General Fund	POLICE	Background Check	-	-	(1,000)	(1,000)	(500)	(1,000)
SUB-TOTAL FRINGE BENEFITS							(6,809,950)	(7,483,420)	(7,851,198)	(7,869,860)	(7,883,188)	(8,382,618)
1001	42400	101	530650	General Fund	POLICE	Conferences Training	(25,545)	(14,175)	(37,250)	(37,250)	(30,050)	(69,900)

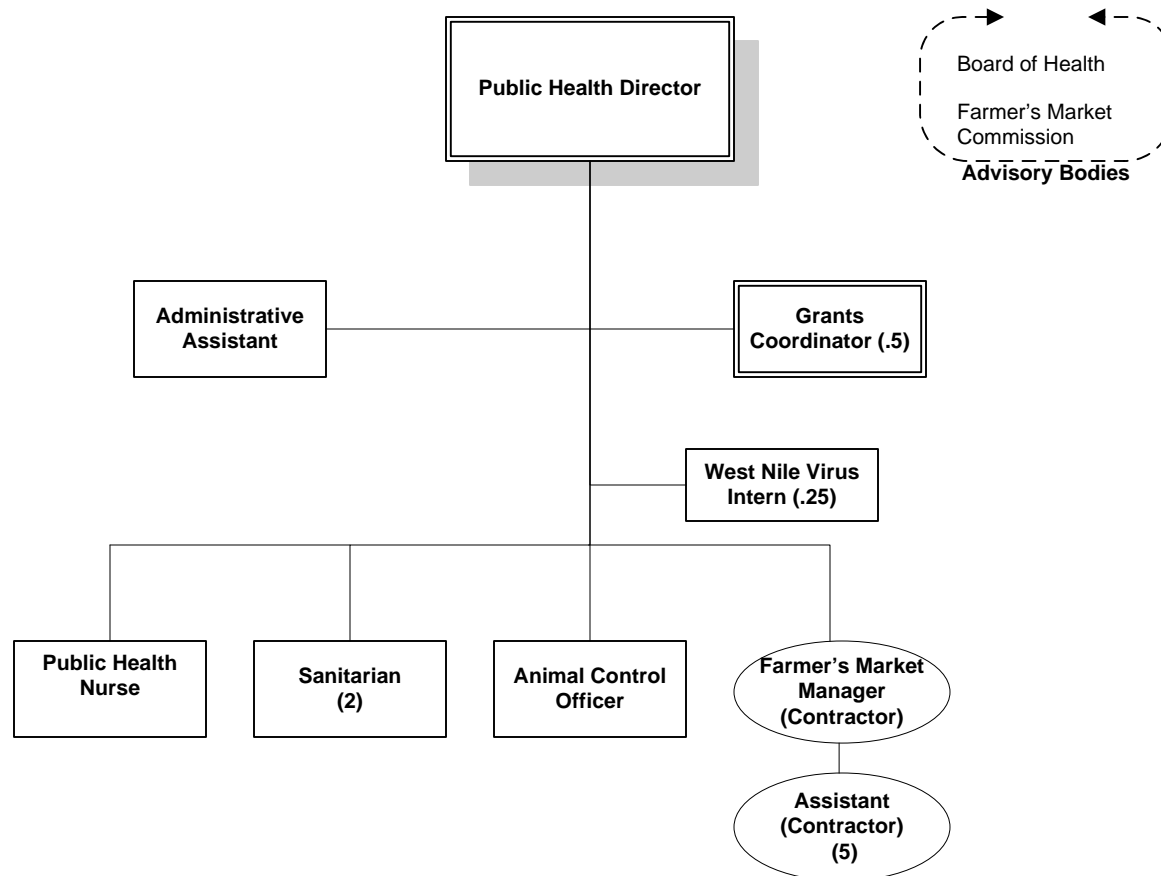
**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - POLICE**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017 Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	42400	412	530650	General Fund	POLICE	Conferences Training	(11,465)	(538)	-	-	(172)	-
1001	42400	421	530650	General Fund	POLICE	Conferences Training	(1,605)	(1,025)	-	-	(547)	-
1001	42400	101	530652	General Fund	POLICE	Training Services	-	(5,658)	(500)	(500)	-	-
1001	42400	101	530657	General Fund	POLICE	Legal Fees	-	(67)	(500)	(500)	-	(1,000)
1001	42400	101	530658	General Fund	POLICE	Temporary Services	-	-	(500)	(500)	-	-
1001	42400	101	530660	General Fund	POLICE	General Contractuals	(28,760)	(52,363)	(401,467)	(401,467)	(442,477)	(449,400)
1001	42400	421	530660	General Fund	POLICE	General Contractuals	(355,093)	(366,557)	-	-	(24,897)	-
1001	42400	101	530667	General Fund	POLICE	External Support	(6,771)	(5,545)	(11,000)	(11,000)	(12,350)	(13,775)
1001	42400	101	530681	General Fund	POLICE	WSCDC Contract	-	-	-	(866,500)	(866,700)	(413,000)
1001	42400	101	540659	General Fund	POLICE	Lease Payments- 2-10 Chicago Ave	-	(7,468)	(12,000)	(12,000)	(16,700)	(39,600)
1001	42400	101	540690	General Fund	POLICE	Telecommunication Charges	(7,643)	(7,096)	(16,892)	(16,892)	(1,780)	(2,300)
1001	42400	412	540690	General Fund	POLICE	Telecommunication Charges	(2,574)	-	-	-	-	-
1001	42400	101	540699	General Fund	POLICE	Hardware Maintenance	(6,939)	(6,158)	(5,148)	(5,148)	(3,345)	(4,500)
1001	42400	101	550694	General Fund	POLICE	Contractual Disposal Costs	-	-	(2,000)	(2,000)	(950)	(1,900)
1001	42400	101	550697	General Fund	POLICE	Contractual Towing & Plowing	(2,615)	(6,505)	(5,000)	(5,000)	(2,800)	(5,000)
SUB-TOTAL CONTRACTUAL SERVICES							(449,012)	(473,155)	(492,257)	(1,358,757)	(1,402,768)	(1,000,375)
1001	42400	101	550601	General Fund	POLICE	Printing	(5,586)	(4,021)	(1,000)	(1,000)	(3,200)	(3,200)
1001	42400	412	550601	General Fund	POLICE	Printing	(248)	(206)	-	-	-	-
1001	42400	421	550601	General Fund	POLICE	Printing	-	(82)	-	-	-	-
1001	42400	101	550602	General Fund	POLICE	Membership Dues	(17,842)	(7,783)	(5,000)	(5,000)	(2,515)	(2,635)
1001	42400	412	550602	General Fund	POLICE	Membership Dues	(1,800)	(360)	-	-	-	-
1001	42400	421	550602	General Fund	POLICE	Membership Dues	(5,180)	-	-	-	-	-
1001	42400	101	550603	General Fund	POLICE	Postage	(1,284)	(1,676)	(1,800)	(1,800)	(1,200)	(1,500)
1001	42400	412	550603	General Fund	POLICE	Postage	-	(51)	-	-	-	-
1001	42400	421	550603	General Fund	POLICE	Postage	(56)	-	-	-	-	-
1001	42400	101	550605	General Fund	POLICE	Travel & Mileage Reimbursement	-	(272)	(1,000)	(1,000)	(350)	(1,000)
1001	42400	421	550605	General Fund	POLICE	Travel & Mileage Reimbursement	(2,328)	-	-	-	-	-
1001	42400	101	550606	General Fund	POLICE	Books & Subscriptions	(4,256)	(4,440)	(3,600)	(3,600)	(4,173)	(4,173)
1001	42400	421	550606	General Fund	POLICE	Books & Subscriptions	(685)	(685)	-	-	-	-
1001	42400	101	550652	General Fund	POLICE	Legal Postings and Doc. Fees	-	(105)	(100)	(100)	-	(250)
1001	42400	101	550656	General Fund	POLICE	Miscellaneous Expense	(736)	(519)	(400)	(400)	(400)	(400)
1001	42400	412	550656	General Fund	POLICE	Miscellaneous Expense	-	(220)	-	-	(23)	-
1001	42400	101	550663	General Fund	POLICE	Software License Updates	-	-	(500)	(500)	-	(500)
1001	42400	101	550673	General Fund	POLICE	Repairs	-	-	(1,500)	(1,500)	(1,200)	(1,500)
1001	42400	101	560616	General Fund	POLICE	Toner Cartridges	(7,734)	(8,279)	(8,000)	(8,000)	(8,000)	(8,200)
1001	42400	101	560620	General Fund	POLICE	Office Supplies	(9,132)	(7,229)	(8,000)	(8,000)	(8,000)	(8,200)
1001	42400	101	560625	General Fund	POLICE	Clothing	(9,184)	(7,911)	(110,000)	(110,000)	(100,000)	(110,000)
1001	42400	412	560625	General Fund	POLICE	Clothing	(76,167)	(69,252)	-	-	(7,435)	-
1001	42400	421	560625	General Fund	POLICE	Clothing	(25,693)	(27,338)	-	-	(1,085)	-
1001	42400	101	560628	General Fund	POLICE	Lab Supplies	-	(2,581)	(3,000)	(3,000)	(8,000)	(8,000)
1001	42400	101	560631	General Fund	POLICE	Operational Supplies	(31,207)	(29,523)	(30,000)	(30,000)	(25,000)	(30,000)
1001	42400	412	560631	General Fund	POLICE	Operational Supplies	(4,962)	-	-	-	(108)	-
1001	42400	101	560638	General Fund	POLICE	Special Events	(600)	(160)	(750)	(750)	(250)	(750)
1001	42400	427	560638	General Fund	POLICE	Special Events	(160)	(575)	-	-	-	-
1001	42400	101	560642	General Fund	POLICE	Basketball Camp Expenses	-	(497)	(3,500)	(3,500)	(3,500)	(3,500)
1001	42400	101	560650	General Fund	POLICE	Volunteer Recog Recruitment	-	(57)	-	-	-	-
1001	42400	101	560651	General Fund	POLICE	Employees Awards Recognition	(36)	-	-	-	-	-
1001	42400	412	560651	General Fund	POLICE	Employees Awards Recognition	(218)	-	-	-	-	-
1001	42400	421	560651	General Fund	POLICE	Employees Awards Recognition	(73)	-	-	-	-	-



VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - POLICE

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	42400	101	560655	General Fund	POLICE	Reimbursements	(864)	(176)	(400)	(400)	(200)	(400)
1001	42400	101	560670	General Fund	POLICE	Equipment Rental	332	(406)	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(205,699)	(174,404)	(178,550)	(178,550)	(174,639)	(184,208)
1001	42400	101	570710	General Fund	POLICE	Equipment	(580)	(877)	(113,000)	(113,000)	(96,000)	(20,000)
1001	42400	101	570711	General Fund	POLICE	Software	-	(603)	(500)	(500)	(500)	(500)
1001	42400	101	570720	General Fund	POLICE	Computer Equipment	(3,909)	-	(16,250)	(16,250)	(6,320)	(6,000)
1001	42400	101	570725	General Fund	POLICE	Office Equipment	(70)	-	(1,000)	(1,000)	(650)	(1,000)
1001	42400	101	570662	General Fund	POLICE	Police Equipment	-	(35,208)	-	-	-	-
SUB-TOTAL CAPITAL OUTLAY							(4,559)	(36,689)	(130,750)	(130,750)	(103,470)	(27,500)
TOTAL EXPENDITURES							(19,581,301)	(20,455,422)	(21,590,625)	(22,475,787)	(21,972,026)	(23,244,028)



## HEALTH

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

The Oak Park Health Department has been an Illinois' certified local health department' since 1948. It is one of only four municipal certified health departments in suburban Cook County. As such, the Department is required to deliver the ten essential public health services of a local health department:

1. Monitor health status to identify and solve community health problems.
2. Diagnose and investigate health problems and health hazards in the community.
3. Inform, educate, and empower people about health issues.
4. Mobilize community partnerships and action to identify and solve health problems.
5. Develop policies and plans that support individual and community health efforts.
6. Enforce laws and regulations that protect health and ensure safety.
7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
8. Assure competent public and personal health care workforce.
9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services.
10. Research for new insights and innovative solutions to health problems.

As a delegate agency for the State of Illinois a certified health department must maintain qualified staff to carry out public health programming and must complete a community health needs assessment and strategic plan (IPLAN) every five years. The IPLAN for 2017-2022 was completed in 2017 and submitted as part of the State's recertification requirement and is posted on the Village website.

A certified local health department is uniquely qualified to deliver Local Health Protection programs which are core public health programs and include food protection and communicable disease control. The Local Health Protection Grant is awarded to every certified health department, annually, to help defray a portion of the costs of carrying out these programs.

Every year the Health Department receives grants from local and state agencies including Cook County, the Illinois Department of Human Services and the Illinois Department of Public Health (IDPH) to carry out a variety of public health programs. These include:

- Food Protection
- Communicable Disease Prevention and Surveillance
- HIV Surveillance
- Childhood Lead Poisoning Prevention
- Illinois Tobacco Free Communities Programming
- West Nile Virus/ Mosquito Prevention Programs
- Body Art (Tattoo) Inspections
- Public Health Emergency Preparedness and Response Activities
- Farmers' Market Double Coupon Incentive Programs
- Rodent Control to the External Environment, and

- Family Case Management

In addition to delivering grant funded programs, the Health Department is also required to address the health priorities identified by the Department and its community stakeholders in the IPLAN process. The health priorities identified for 2017-2022 are obesity prevalence, chronic disease, youth alcohol and substance abuse, under-addressed mental and behavioral needs, illicit opioid use and needs of people with developmental disabilities are under-addressed. The Health Department will be collaborating with internal staff and external stakeholders to address the health priorities.

The Health Department staff consist of the Director, two Licensed Environmental Health Practitioners ('Sanitarians'), one Public Health Nurse, one Administrative Assistant, one part-time Grants Coordinator and one Animal Control Officer. In addition, the Department contracts with a part-time Public Health Specialist, to carry out grant funded work related programs such as tobacco prevention programing. The Department also contracts with the PCC Wellness Center for required Medical Consultation by Paul Luning, MD, MPH and with an Illinois licensed pest control company for additional rat control resources.

The Department is responsible for management of animal control. The Department provides monitoring and oversight of the Village's agreement with the Animal Care League , first entered into in 2007 and renewed most recently in 2017 for a period of five years, which provides care for impounded animals, redemption of animals as well as adoption services.

The Oak Park Farmers' Market and its contracted staff also are managed by the Health Department. The Farmers' Market which runs from mid-May through the end of October annually has contracted staff including a Market Manager and Market Assistants.

There are two advisory bodies that work under the Health Department, the Board of Health and the Farmers' Market Commission. The Board of Health has seven members and serves as an advisory body to the Director of Public Health and makes recommendations on issues related to disease prevention and health promotion. The Farmers' Market Commission has eleven members and works closely with the Market Manager to make the Oak Park Farmers' Market one of the most successful farmers' markets in Illinois. The Commission coordinates special events, helps publicize the market, volunteers on market Saturdays and recommends any changes in operating policies and/or regulations to the Market Manager, Director of Public Health and Village Board.

## **2017 ACCOMPLISHMENTS**

- The Village entered into grant agreements with the Illinois Department of Public Health, the Illinois Department of Human Services, the Cook County Health Department, the Public Health Institute of Metro Chicago and other grantors for a total of approximately \$286,000 in potential grant revenue.
- The Department completed the Illinois Project for Local Health Assessment (IPLAN) process in 2017. The IPLAN is a community health assessment and

strategic planning tool required of certified health departments in Illinois every five years. The IPLAN process is a series of activities including an organizational capacity assessment that addresses the Health Department's strengths and areas for improvement; a community health survey; a community health needs assessment in which a representative group of community stakeholders reviews health data to assist in identifying community health priorities; and a community health planning process which results in evidence based strategies to address community health priorities. Staff resources were heavily invested in the process and staff will continue to work on the IPLAN over the next five years. The health priorities identified for 2017-2022 are obesity prevalence, chronic disease, youth alcohol and substance abuse, under-addressed mental and behavioral needs, illicit opioid use and needs of people with developmental disabilities are under-addressed. The Health Department will be collaborating with internal staff and external stakeholders to address the health priorities.

- The Department renewed the Village's agreement with the Animal Care League, for a period of five years (July 1, 2017-June 30, 2022); which provides care for impounded animals, redemption of animals as well as adoption services.
- The Food Program transitioned to using the newly amended Illinois State Food Service Sanitation Code including using a new food inspection form for documenting food inspections. The code changes included several significant updates that required updates in internal business rules with inspections and inspection activity.
- The Village filled the vacant Public Health Nurse position. The Public Health Nurse is responsible for managing the Family Case Management program, Childhood Lead program, HIV/AIDS Surveillance program and Communicable Disease program.
- The Village hired a Public Health Specialist to manage the Teen Pregnancy grant, Illinois Tobacco-Free Communities grant and Vector Surveillance Grant.
- The Health Department was an active participant with the Oak Park Township as a coalition partner for the Strategic Prevention Framework – Partnership for Success Grant. The purpose of the grant is to support the Township and all the coalition partners to reduce the 30-day alcohol use rates and negative consequences of underage drinking amount 8<sup>th</sup> to 12<sup>th</sup> graders, as reported in the Illinois Youth Survey.
- The Health Department participated on the Health Impact Collaborative of Cook County Central Stakeholder Advisory Team meeting which is responsible for completing a comprehensive needs assessment for not-for-profit hospitals located in Cook County.
- The Health Department played a significant role in planning for the implementation of the new VillageView Permitting, Licensing and Code Enforcement System. In 2017, the Health Department started using three new workflows including food inspection, food complaint and environmental health complaint processes.

- The Farmers Market received an additional \$10,149 in CDBG funding to help support the Double Value Coupon Program for Link customers which allows recipients to purchase up to an additional \$25 worth of Link eligible food products at each Farmers Market.
- The Village entered into an annual agreement with the Public Health Institute of Metropolitan Chicago to carry out additional surveillance work on residents who have been diagnosed with HIV/AIDS and are apparently no longer in care, in order to reengage with medical care, case management and to offer partner notification systems.
- Communicable Disease staff provided mandated certified Health Department surveillance services for communicable diseases occurring in any Oak Park resident and STI treatment confirmation, etc. for any persons treated by Oak Park health care providers. Several outbreaks were managed including a norovirus case at a long-term-care facility and a norovirus case at a school.
- Health staff taught the “Draw the Line/Respect the Line” teen pregnancy Prevention program, an evidenced-based curriculum for adolescents, with 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students at St. Catherine’s School. The program was funded under a grant from the IDPH Teen Pregnancy Prevention Grant.
- Staff facilitated several presentations at Oak Park parent and professional organizations titled “Talking to Kids about Sex”. The presentations were funded under a grant from the IL Department of Public Health Teen Pregnancy Prevention Program.
- The Emergency Preparedness program successfully completed the annual IDPH Medical Counter Measures - Operational Readiness Review (MCM ORR). This was previously known as the LTAR, the Illinois Department of Public Health inspected Village plans, policies and training in relation to the Strategic National Stockpile (SNS) plan. The SNS plan is designed to provide medicine to the population of Oak Park in 48 hours of activation.
- Emergency Preparedness provided CERT (Community Emergency Response Team) and MRC (Medical Reserve Corps) training to volunteers. These groups met and trained quarterly. Members volunteered to assist the Police Department with traffic control, the Village of River Forest with recycling days, and the American Red Cross with Multi-Agency Resource Center (MARC) operations in support of flooding recovery activities in Lake County.
- Provided all deliverables in support of the PHEP (Public Health Emergency Preparedness) Grant and the CRI (Cities Readiness Initiative) Grant.
- The Village successfully updated the Village’s Emergency Operations Plan in conjunction with the Village Managers Office and other key Village Departments and stakeholders. This plan was approved and adopted by the Village Board in April 2017.

- The Emergency Preparedness Manager coordinated with the Fire and Police Departments and worked with local schools and businesses in reviewing emergency and safety plans.
- The Village signed a contract with a third party Illinois licensed pest control company to provide for village-wide rodent control.
- The Communicable Disease program worked closely with several Oak Park schools, students, parents and close contacts to provide for education, surveillance and consultation on communicable disease cases at Oak Park schools.
- The Communicable Disease program worked closely with residents, local health care providers and the Illinois Department of Public Health to obtain testing for the Zika Virus.
- The Animal Control Division worked with the IT Department to continue the process of sending animal license renewal reminders via email versus solely paper mail reminders, saving the Village money on postage and making the process more efficient for both residents and the Village.
- The Animal Control Division worked collaboratively with the Village's Communicable Disease Nurse to manage several cases where humans came into contact with bats. Management included testing the bats and post-exposure rabies prophylaxis for two individuals when the bat they came into contact with tested positive for rabies.
- As mandated with the Local Health Protection Grant Rules, the Health Department's Food program completed close to 900 food safety inspections at Oak Park's licensed food establishments and permitted/inspected approximately 85 temporary food vendors.
- The Village helped approximately 400 cats and dogs that are found at-large, with most animals returned safely to their owners.
- The Health Department continued to investigate revenue opportunities to increase revenue from existing and/or new programs to help fund the Health Department activities.
- The Health Department provided food safety and sanitation presentations to licensed food services such as the Oak Park River Forest High School.
- The Farmers' Market staff with the help of the Farmers' Market commission managed 13 kid's events, 5 government organizations participation, 3 special events (corn roast, go green days and stone soup), 26 bake sale participants and 34 farmers'

market vendors. 2017 marked the first year where temporary 'pop up' vendors were able to participate in the market on a week to week basis.

## **2018 WORK PLAN**

- The Department is recommending that a new full-time Grant Coordinator position be created. Creating a full-time Grant Coordinator position would eliminate two positions: the current Public Health Specialist contract position and the part-time Grant Coordinator position. The responsibilities of the full-time Grant Coordinator position will include grant coordination and management of all Health grants, public health education, direct management of the Tobacco-Free Communities grant, Childhood Lead grant and the HIV Surveillance grant. The Childhood Lead Grant and HIV Surveillance grants are currently managed by the Public Health Nurse. Moving these two responsibilities from the Public Health Nurse will allow the nurse to focus his/her attention on the Communicable Disease program and Family Case Management program as well as perform the responsibilities under the agreement with the Collaboration for Early Childhood. The creation of a full-time position will impact the General Fund budget by approximately \$36,883.
- The Department will work with the Collaboration for Early Childhood on a partnership around the Public Health Nurse position and the Family Case Management (FCM) program and coordinated outreach and referral for home visiting programs throughout Oak Park. Through this partnership, the Collaboration would provide funding support for this position, above the amount of the FCM grant. This would help the Village to support this position at full time and possibly increase the salary range of the position to attract a qualified registered nurse. The Nurse Family Case Management position ensures children under age two who are medically fragile, low income or living in other very challenging home environments receive visits from a trained nurse who follows the child to monitor their growth and development. Equally as important are the referrals and connections to the home visiting programs that the Nurse Family Case Manager has provided in the past. The Collaboration would benefit from this arrangement by consolidating the outreach and intake function for home visiting, ensuring that children are referred to the home visiting program in Oak Park that best meets their needs.
- The Department will research, seek out and recommend new grant opportunities to the Village Manager and Village Board that will benefit the Village fiscally and will enhance the public health of Village residents.
- The Department will continue the partnership with the PCC Wellness Center for medical consultation as needed.
- The Oak Park Township's Community Mental Health Board, the River Forest Township's Mental Health Committee and the Health Department will partner and collaborate with schools, hospitals, mental health organizations and all



other Public Health organizations on tackling the priorities identified during the IPLAN process. This will be a beneficial partnership to leverage creativity, experience and community resources.

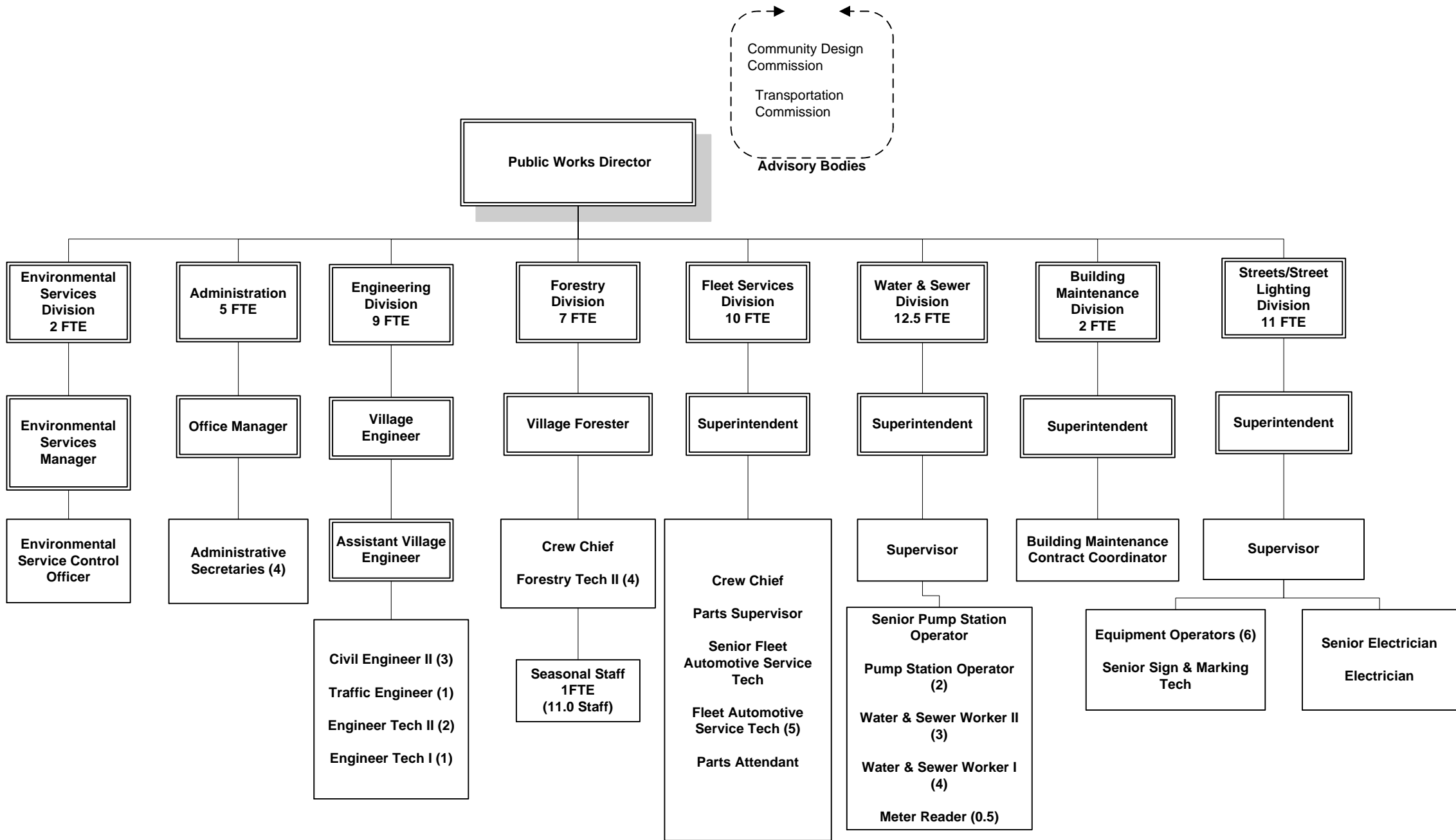
- The Emergency Preparedness Program will continue to seek ways to outreach in the community as well as review opportunities for collaborating with nearby communities.
- The Link double-coupon program will be marketed to, and utilized by, an increased number of recipients as a result of continued funding obtained from the CDBG program as well as from private grant funders.
- Opportunities for increased outreach by organizations and agencies in the community at the Farmers Market will be made available.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - HEALTH SERVICES**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017 Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	44550	101	510501	General Fund	HEALTH - Health Services	Regular Salaries	(144,061)	(113,360)	(170,450)	(170,450)	(170,916)	(174,768)
1001	44550	612	510501	General Fund	HEALTH - Health Services	Regular Salaries	(217,306)	(229,175)	(144,225)	(144,225)	(142,907)	(142,907)
1001	44550	613	510501	General Fund	HEALTH - Health Services	Regular Salaries	-	-	(65,000)	(65,000)	-	(70,000)
1001	44550	615	510501	General Fund	HEALTH - Health Services	Regular Salaries	(45,181)	(32,615)	(47,296)	(47,296)	(46,831)	(46,831)
1001	44550	612	510503	General Fund	HEALTH - Health Services	Overtime	(1,983)	(755)	(2,000)	(2,000)	(2,528)	(2,600)
1001	44550	615	510503	General Fund	HEALTH - Health Services	Overtime	(703)	(105)	(500)	(500)	(433)	(433)
1001	44550	101	510999	General Fund	HEALTH - Health Services	Grant Admin. - Salaries	103,674	98,989	-	-	-	162,511
1001	44550	612	510999	General Fund	HEALTH - Health Services	Grant Admin. - Salaries	21,886	-	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(283,672)	(277,023)	(429,471)	(429,471)	(363,615)	(275,028)
1001	44550	612	510506	General Fund	HEALTH - Health Services	Equip Allow (Auto,Phone,Tools)	(505)	(507)	(500)	(500)	-	-
1001	44550	613	520515	General Fund	HEALTH - Health Services	Health Insurance Opt Out	-	-	-	-	-	(2,400)
1001	44550	101	520520	General Fund	HEALTH - Health Services	Life Insurance Expense	(134)	(241)	(279)	(279)	(279)	(279)
1001	44550	612	520520	General Fund	HEALTH - Health Services	Life Insurance Expense	(151)	(273)	(279)	(279)	(279)	(279)
1001	44550	613	520520	General Fund	HEALTH - Health Services	Life Insurance Expense	-	-	(93)	(93)	-	-
1001	44550	615	520520	General Fund	HEALTH - Health Services	Life Insurance Expense	(51)	(91)	(93)	(93)	(93)	(93)
1001	44550	101	520521	General Fund	HEALTH - Health Services	Health Insurance Expense	(44,308)	(45,695)	(37,368)	(37,368)	(32,168)	(33,097)
1001	44550	612	520521	General Fund	HEALTH - Health Services	Health Insurance Expense	(59,921)	(60,723)	(39,262)	(39,262)	(38,019)	(39,072)
1001	44550	613	520521	General Fund	HEALTH - Health Services	Health Insurance Expense	-	-	(18,684)	(18,684)	-	-
1001	44550	615	520521	General Fund	HEALTH - Health Services	Health Insurance Expense	(19,346)	(20,241)	(18,684)	(18,684)	(20,010)	(19,536)
1001	44550	101	520522	General Fund	HEALTH - Health Services	Social Security Expense	(9,289)	(6,493)	(10,568)	(10,568)	(10,597)	(10,836)
1001	44550	612	520522	General Fund	HEALTH - Health Services	Social Security Expense	(12,711)	(13,628)	(8,942)	(8,942)	(8,860)	(8,860)
1001	44550	613	520522	General Fund	HEALTH - Health Services	Social Security Expense	-	-	(4,030)	(4,030)	-	(4,340)
1001	44550	615	520522	General Fund	HEALTH - Health Services	Social Security Expense	(2,632)	(1,797)	(2,932)	(2,932)	(2,904)	(2,903)
1001	44550	101	520523	General Fund	HEALTH - Health Services	Medicare Expense	(2,173)	(1,518)	(2,472)	(2,472)	(2,478)	(2,534)
1001	44550	612	520523	General Fund	HEALTH - Health Services	Medicare Expense	(2,973)	(3,187)	(2,091)	(2,091)	(2,072)	(2,072)
1001	44550	613	520523	General Fund	HEALTH - Health Services	Medicare Expense	-	-	(943)	(943)	-	(1,015)
1001	44550	615	520523	General Fund	HEALTH - Health Services	Medicare Expense	(616)	(420)	(686)	(686)	(679)	(679)
1001	44550	101	520527	General Fund	HEALTH - Health Services	IMRF Contributions	(18,937)	(12,929)	(23,863)	(23,863)	(24,338)	(17,407)
1001	44550	612	520527	General Fund	HEALTH - Health Services	IMRF Contributions	(31,073)	(32,593)	(19,250)	(19,250)	(19,353)	(13,564)
1001	44550	613	520527	General Fund	HEALTH - Health Services	IMRF Contributions	-	-	(9,100)	(9,100)	-	(6,972)
1001	44550	615	520527	General Fund	HEALTH - Health Services	IMRF Contributions	(6,502)	(4,636)	(6,621)	(6,621)	(6,669)	(4,664)
1001	44550	101	520999	General Fund	HEALTH - Health Services	Grant Admin. - Benefits	16,626	39,047	24,532	24,532	-	50,044
SUB-TOTAL FRINGE BENEFITS							(194,694)	(165,926)	(182,207)	(182,207)	(168,798)	(120,558)
1001	44550	612	530650	General Fund	HEALTH - Health Services	Conferences Training	(888)	(673)	(1,450)	(1,450)	(1,305)	(1,536)
1001	44550	615	530650	General Fund	HEALTH - Health Services	Conferences Training	-	-	-	-	-	(150)
1001	44550	101	530658	General Fund	HEALTH - Health Services	Temporary Services	-	(1,613)	-	-	-	-
1001	44550	101	530667	General Fund	HEALTH - Health Services	External Support	-	-	-	(33,840)	(30,000)	-
1001	44550	612	530667	General Fund	HEALTH - Health Services	External Support	(6,212)	(15,000)	(18,500)	(18,500)	(16,120)	(25,000)
1001	44550	613	530667	General Fund	HEALTH - Health Services	External Support	(28,213)	(31,778)	(13,840)	-	(16,548)	-
1001	44550	615	530667	General Fund	HEALTH - Health Services	External Support	(91,667)	(109,052)	(103,000)	(103,000)	(103,000)	(117,650)
1001	44550	101	540690	General Fund	HEALTH - Health Services	Telecommunication Charges	-	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(126,980)	(158,115)	(136,790)	(156,790)	(166,973)	(144,336)
1001	44550	612	550601	General Fund	HEALTH - Health Services	Printing	(56)	(55)	(150)	(150)	(150)	(150)
1001	44550	615	550601	General Fund	HEALTH - Health Services	Printing	(141)	(78)	(200)	(200)	(200)	(200)
1001	44550	101	550602	General Fund	HEALTH - Health Services	Membership Dues	(520)	(720)	(1,190)	(1,190)	(1,145)	(1,440)
1001	44550	612	550602	General Fund	HEALTH - Health Services	Membership Dues	-	-	-	-	-	(660)
1001	44550	101	550603	General Fund	HEALTH - Health Services	Postage	(575)	(491)	(1,360)	(1,360)	(600)	(1,000)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - HEALTH SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	44550	133	550603	General Fund	HEALTH - Health Services	Postage	(19)	-	-	-	-	-
1001	44550	615	550603	General Fund	HEALTH - Health Services	Postage	(2,750)	(3,147)	(4,100)	(4,100)	(4,100)	(4,100)
1001	44550	101	550605	General Fund	HEALTH - Health Services	Travel & Mileage Reimbursement	-	(20)	(200)	(200)	(200)	(200)
1001	44550	612	550605	General Fund	HEALTH - Health Services	Travel & Mileage Reimbursement	(110)	(36)	(125)	(125)	(100)	(100)
1001	44550	101	560620	General Fund	HEALTH - Health Services	Office Supplies	(963)	(872)	(1,500)	(1,500)	(1,100)	(1,500)
1001	44550	615	560625	General Fund	HEALTH - Health Services	Clothing	(365)	(307)	(450)	(450)	(450)	(450)
1001	44550	101	560631	General Fund	HEALTH - Health Services	Operational Supplies	(690)	292	-	-	-	-
1001	44550	612	560631	General Fund	HEALTH - Health Services	Operational Supplies	(494)	(1,769)	(2,275)	(2,275)	(500)	(500)
1001	44550	613	560631	General Fund	HEALTH - Health Services	Operational Supplies	(1,006)	(67)	(2,400)	(2,400)	(2,400)	(2,700)
1001	44550	615	560631	General Fund	HEALTH - Health Services	Operational Supplies	(544)	(1,418)	(1,500)	(1,500)	(2,000)	(1,500)
SUB-TOTAL MATERIALS & SUPPLIES							(8,233)	(8,687)	(15,450)	(15,450)	(12,945)	(14,500)
TOTAL EXPENDITURES							(613,578)	(609,751)	(763,918)	(783,918)	(712,331)	(554,422)



## **PUBLIC WORKS**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

The Department of Public Works is charged with a wide range of tasks associated with the Village's infrastructure. In addition to the more traditional infrastructure-related duties such as street maintenance, safe drinking water delivery, sewer collection, and capital improvements, divisions within the department also maintain the Village's extensive urban forest, manage refuse, recycling and composting collections, and maintain traffic signals and streetlights. Public Works staff is also responsible for maintaining all municipal facilities and equipment, including vehicles for Police, Fire, Park District as well as its own vehicles.

The department resources include the General Fund, Water and Sewer Fund, Capital Improvements Fund, Motor Fuel Tax Fund and Environmental Services Fund.

Services are provided through the following divisions: Administration, Engineering, Streets Services/Street Lighting, Fleet Services, Building Maintenance, Forestry, Water and Sewer and Environmental Services.

## **2017 ACCOMPLISHMENTS**

### **Administration Division**

- The Customer Service Call Center located at the Public Works Center is on pace to make approximately 29,000 customer contacts throughout 2017. These contacts consist of phone calls, voice mails, emails and in-person contacts generating approximately 9,000 work orders.
- Approximately 4,300 invoices will be processed through accounts payable.
- It is anticipated that over 400 Block Parties will be processed this year.

### **Engineering Division**

- Successfully designed and managed the 2017 Capital Improvement Program which reached approximately \$20 million including water and sewer improvements. The most challenging projects were the Chicago Ave resurfacing project, water and sewer improvements, and the local street and alley improvements.
- Managed a variety of consulting firms working on major projects or studies including the Madison St. streetscape and road diet project, alley improvements, resurfacing of various streets construction oversight, water sewer design and oversight, oversight of the various developments, and the Lake St streetscape project.
- Continued working with private developments for public utility and street improvements including the Emerson Development, District House, South Blvd and Maple Development, Chicago and Maple development.
- Assisted in the development of the 2018 Capital Improvement Program.

### **Street Division**

- The division continued to increase quality in utility opening pavement restoration work including sidewalk and concrete curb work.
- Replaced/installed over 1,200 signs Village wide.
- The division removed graffiti from over 400 locations.
- Over 300 tons of material used to fill potholes and to repair pavement.
- Completed last season's Village wide leaf pushing program in cooperation with Waste management.
- Snow plowed and salted streets safe during 14 snow events.
- Worked over several Special Events throughout the Village by providing by providing barricades, street sweeping, and trash pickup.
- Delivered and picked up barricades for over 400 block parties.
- Put more focus on training of Streets personnel through the APWA and IMSA.
- Oversight of contractors' work has increased resulting in better performance for the Village.
- The appearance and upkeep of the Village has improved through weed control and more emphasis on supplementing the work of the de-littering contractor with in-house personnel.

### **Street Lighting Division**

- Continued to research and field test newer LED style lighting fixtures for low level and high level.
- Continued to upgraded pedestrian signals/buttons-countdown displays at two locations.
- -Continued to change out of selected intersections of green and red LED traffic signals- about 75% of the Village's Traffic Lights have been switched over to LED.
- Focused on improving the response time for street light outages by using contractors and additional staff support.
- Completed Oak Park Ave viaduct lighting project.
- Completed Fillmore Ave switch over to LED lighting.
- Performed over 5,000 JULIE Locates.
- Tested all Traffic Signal Malfunction Management Units. These monitor components and the controller in the traffic signal cabinets. They are removed and tested once every two years and are certified by a qualified contractor.
- Installed Bike loops on Chicago Ave at Oak Park Ave, Kenilworth St, and Marion St.
- Have tested different solutions for the leaking globe pedestrian fixtures along Austin Blvd.

### **Fleet Services Division**

- Through conservation efforts and a light winter fuel usage will be significantly less than years past. Trending for 8,000 gallons of diesel and 18,000 gallons of unleaded is less than last year.
- The division is trending to perform 470 PM services this year, a 17% increase over last year.
- Mild weather as well as an aggressive Preventative Maintenance program has helped decrease fleet Emergency repairs by nearly 50%
- The Division maintained ASE Blue Seal certification for Fleet Services.
- Telematics (GPS units) were deployed throughout 90% of Public Works. Using Telematics to identify and reeducate for excessive idling, staff was able to further decrease the Village's usage of fossil fuels.
- Staff completed a hands on inventory of the parts department.
- Provided increased educational opportunities to improve division employees skill sets, in soft skills as well as technical skills.
- Another staff member became an ASE Truck Master Certified Technician.
- Fifteen pieces of equipment were replaced per the 2017 CIP.

### **Building Maintenance Division**

- The Second Phase of the Village Hall Furniture Project was completed in 2017. This phase included painting of the 2<sup>nd</sup> floor and other various locations throughout Village Hall, electrical work on the new work stations, installation of new wireless HUB (hold-up / panic buttons) for all work stations at Village Hall, new carpeting and paint in the Council Chambers, and new work stations for various Departments on the 1<sup>st</sup> floor.

- The Village Hall elevator interior was remodeled in 2017. New side panels and lighting was installed as well as new electrical and data/communication cabling.
- The Village Hall UPS System (Uninterruptable Power Supply) was replaced in 2017. This is a critical system of the IT Department that provides/maintains electrical power to the main computer center in the lower level of Village Hall during a power outage. The previous system had reached the end of its useful service life and the new system is a modern state-of-the-art system.
- The Public Works Center Fleet Shop received new LED lighting in the shop area in 2017. The previous ceiling-mounted light fixtures were 250 watt metal halide fixtures that had deteriorating light output and drew substantial electrical loads. The new LED lamps were installed into the existing fixtures and produce very good light output and reduced the electrical load of the Fleet shop by more than 50%.
- The Fire Department completed multiple projects as part of the CIP Building Improvement Fund.
  - o The men's locker room at the main fire station was remodeled to include new lockers, new flooring, and new lighting.
  - o The main fire station administrative roof section was restored to repair various reoccurring leaks that had damaged the interior of the building at certain locations.
  - o The north fire station bunk room was remodeled as well as the stairs leading to the second floor and the main floor restroom. This was also part of the CIP Building Improvement Fund.
  - o A property condition assessment (PCA) of the south fire station was completed in 2017. The PCA outlined the existing conditions of the building's major electrical, plumbing, mechanical and structural components and identified various deficiencies with each of those systems. The PCA will be a good tool and guide to budget for future projects and repairs.
- A new staff member in the Public Works Building Maintenance Division was added in the spring of 2017 due to a retirement – Building Maintenance Contract Coordinator. Since then, work orders and maintenance/repair items are being tracked and completed more effectively and efficiently.

### **Forestry Division**

- The Four-year tree pruning cycle contract was completed on time and within budget. This consists of contractual pruning over 2,800 trees over 6" in diameter on the north side of the village.
- Removal of 226 trees at off-season rates. This contract is bid for winter removal of trees in order to reduce costs. The Village obtained very favorable rates for these winter removals.
- Planted of a diverse mix of 540 high-performing, properly sited parkway trees throughout the Village and maintaining them with contracted watering crews.
- Redesigned and rebid Comprehensive Landscaping Program for Village properties.



- Maintained over 180 permanent landscape areas and planting and maintained over 500 planters in 12 Business Districts throughout the Village.
- Improved and replaced plant materials at multiple locations across the village.
- Re-inventory ¼ of the Village's Urban Forest.
- Partnered with the Park District of Oak Park for Arbor Day Celebration.
- Forestry Superintendent qualified as a Board Certified Master Arborist by the International Society of Arboriculture.
- Forestry Superintendent appointed to the Illinois Forestry Development Council and Chicago Region Trees Initiative Executive Advisory Board.
- Started an Urban Forestry Management plan for the Village of Oak Park. This document will give readers an understanding of the current state of our Urban Forest; outline its needs and our standard operating procedures in its maintenance. The document will help guide the Village's forestry program in the future by identify short and long range action items and putting a value and cost on them. The development of this document will allow us to pursue accreditation as a Society of Municipal Arborists Urban and Community Forestry Program.
- Received Accreditation from Tree City USA.
- Redesign and Rebid Comprehensive Forestry Maintenance Program for Village trees.
- Continued care and maintenance of 2 bee hives on the roof of the Public Works Facility.

## **2018 WORK PLAN**

### **Administration Division**

- The Department will continue to work towards providing exceptional Customer Service by managing requests and work orders through the Request For Action (RFA) database and VillageView programs as well as completing the performance measures and monthly reporting.
- The Department will host a Public Works Open House as part of the EarthFest event.
- Staff will continue to coordinate regular Safety meetings of the entire Department.
- The Director will continue to have regular Public Works Employee Committee meetings to work to improve Department efficiencies and moral.

### **Engineering Division**

- Design and manage the 2018 Capital Improvement Program.
- Refine and publish asset management plans for major capital assets utilizing GIS databases. Asset management plans will utilize life cycle cost analysis to evaluate most effective materials, maintenance programs and replacement options for various assets.
- Complete the design for the Lake Street streetscape project working aside the Village Board, Village Manager, and Development Customer Service Department to account for

the various business districts so projects can be coordinated with planned resurfacing and utility improvements and so funding sources can be identified and pursued.

- Coordinate with private development construction projects related to public improvements to minimize impacts to the community.
- Continue to manage various consultants working on capital projects.

### **Street Division**

- Continue replacement of faded/unreadable signs Village wide.
- Strive to improve and excel in the timely upkeep and maintenance activities of business district areas, viaducts and the Village as a whole.
- Continue to improve the oversight, accountability and performance of our various Division contractor services.
- Continue to improve the skill diversity of the Division work force through increased training through IMSA, IPSI, Roads Scholar and other APWA and IDOT programs.
- Manage the snow and ice removal program by preparing for winter storms in a proactive manner.
- Work to improve the response time for repairing streets due to utility excavations.

### **Street Lighting Division**

- Continue to improve and implement a plan to repair streetlighting outages in a more timely manner utilizing in-house staff and contractors.
- Continue to upgrade Village street lights to more energy efficient light fixtures, and continue monitoring energy savings from installation of more energy efficient light fixtures.
- Work with the Engineering Division to standardize new streetlight poles and fixtures in business districts where possible. This will allow for quicker repair and replacement.
- Continue staff education on Opticom systems. This system allows emergency personnel to change traffic signal lights in order to pass through intersections in a safe manner.
- Research upgrades for vehicle detection systems and crosswalk signals.
- Continue to research methods to make traffic signals more bicycle friendly and continue to install these devices.
- Continue to find a solution and repair leaking globe pedestrian fixtures along Austin Blvd.

### **Fleet Services Division**

- Maintain Fleet Services ASE Blue Seal of Excellence classification.
- Continue to find ways of decreasing the Village's fuel usage as well as right size the Fleet through the use of Telematics.
- Be fiscally responsible by restoring several low mileage pieces of equipment as opposed to replacing.
- Make a complete hands on inventory of the parts department an annual event.
- Continue to increase employee productivity while maintaining our high level of service.

- Provide increased educational opportunities to improve our employee's skill sets, soft and technical.
- Add an EVT Master Technician certification to Fleet Services.
- Add another ASE Master Technician certification to Fleet Services.
- Complete reevaluation of the entire village fleet.
- Replacement of vehicles and equipment per the approved Fleet Replacement program.
- Continue working towards a downward trend in Emergency repairs through planned preventative maintenance.

### **Building Maintenance Division**

- The 2018 CIP Building Improvement Fund includes multiple projects at various Village buildings. Some of the more notable projects include:
  - o Main Fire Station will receive new overhead doors and a new front main entrance door.
  - o The South Fire Station kitchen will be remodeled.
  - o The Metra Station will receive new doors at the north entrance and other transit station improvements are also planned.
  - o The next and final phase of the Village Hall Furniture Project is proposed to continue throughout 2018. This includes more paint work and new furniture for the second floor.
  - o Plans for a new passenger elevator for the Council Chambers will be finalized in 2018.
  - o Public Works Center Fuel Station Fuel Management System will be replaced.
  - o Public Works Center Fuel Station Lighting will be upgraded to new LED fixtures.
  - o A new UST (underground storage tank) monitoring system is planned for the Public Works Center in 2018.
  - o A new Public Works Center Rain Garden is planned.
  - o Green roof upgrades and white roof repairs are scheduled at the Public Works Center in 2018.

### **Forestry Division**

- Complete the four year Cycle Pruning and Re-Inventory ¼ of Village Trees.
- Start tracking the cycle pruning and resident request process within the GIS inventory.
- Replace approximately 500 trees removed across the village for various reasons
- Complete development of the Urban Forestry Management Plan.
- Seek Accreditation from Society of Municipal Arborists for the Villages Forestry Program.
- Seek Accreditation from Tree City USA.
- Maintain the Village Urban Forest and Village landscapes in a safe, competent, and timely manner through maintenance programs.

- Continued care and maintenance of 2 bee hives on the roof of the Public Works Facility.
- Improve and expand Public Works Facility Green Roof.
- Design and install demonstration rain garden and parkway plantings at the Public Works Facility.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - PUBLIC WORKS ENGINEERING**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	43700	101	510501	General Fund	DPW - Engineering	Regular Salaries	(337,232)	(394,825)	(82,330)	(82,330)	(82,330)	(86,053)
1001	43700	722	510501	General Fund	DPW - Engineering	Regular Salaries	(18,831)	(32,389)	(46,172)	(46,172)	(46,172)	(48,158)
1001	43700	723	510501	General Fund	DPW - Engineering	Regular Salaries	(53,313)	(85,429)	(107,716)	(107,716)	(107,716)	(108,659)
1001	43700	777	510501	General Fund	DPW - Engineering	Regular Salaries	(129,376)	(114,871)	(35,000)	(35,000)	(35,000)	(35,827)
1001	43700	101	510503	General Fund	DPW - Engineering	Overtime	(492)	(3,604)	-	-	-	-
1001	43700	777	510503	General Fund	DPW - Engineering	Overtime	(201)	(40)	-	-	-	-
1001	43700	101	510518	General Fund	DPW - Engineering	Seasonal Employees	-	-	(7,500)	(7,500)	(7,500)	(7,500)
SUB-TOTAL PERSONAL SERVICES							(539,445)	(631,159)	(278,718)	(278,718)	(278,718)	(286,197)
1001	43700	101	520515	General Fund	DPW - Engineering	Health Insurance Opt Out	(45)	-	-	-	-	-
1001	43700	101	520520	General Fund	DPW - Engineering	Life Insurance Expense	(257)	(487)	(74)	(74)	(74)	(74)
1001	43700	722	520520	General Fund	DPW - Engineering	Life Insurance Expense	(13)	(23)	(47)	(47)	(47)	(47)
1001	43700	723	520520	General Fund	DPW - Engineering	Life Insurance Expense	(40)	(73)	(130)	(130)	(130)	(130)
1001	43700	777	520520	General Fund	DPW - Engineering	Life Insurance Expense	(61)	(109)	(47)	(47)	(47)	(47)
1001	43700	101	520521	General Fund	DPW - Engineering	Health Insurance Expense	(64,845)	(99,384)	(10,473)	(10,473)	(10,965)	(11,298)
1001	43700	722	520521	General Fund	DPW - Engineering	Health Insurance Expense	(1,743)	(2,237)	(4,868)	(4,868)	(4,422)	(5,437)
1001	43700	723	520521	General Fund	DPW - Engineering	Health Insurance Expense	(4,277)	(7,158)	(9,492)	(9,492)	(9,257)	(13,274)
1001	43700	777	520521	General Fund	DPW - Engineering	Health Insurance Expense	(21,173)	(26,775)	(8,109)	(8,109)	(8,250)	(8,448)
1001	43700	101	520522	General Fund	DPW - Engineering	Social Security Expense	(19,890)	(19,100)	(5,104)	(5,104)	(5,104)	(5,335)
1001	43700	722	520522	General Fund	DPW - Engineering	Social Security Expense	(1,103)	(1,906)	(2,863)	(2,863)	(2,863)	(2,986)
1001	43700	723	520522	General Fund	DPW - Engineering	Social Security Expense	(3,118)	(5,035)	(6,678)	(6,678)	(6,678)	(6,737)
1001	43700	777	520522	General Fund	DPW - Engineering	Social Security Expense	(7,678)	(4,988)	(2,170)	(2,170)	(2,170)	(2,221)
1001	43700	101	520523	General Fund	DPW - Engineering	Medicare Expense	(4,652)	(4,467)	(1,194)	(1,194)	(1,194)	(1,248)
1001	43700	722	520523	General Fund	DPW - Engineering	Medicare Expense	(258)	(446)	(669)	(669)	(669)	(698)
1001	43700	723	520523	General Fund	DPW - Engineering	Medicare Expense	(729)	(1,178)	(1,562)	(1,562)	(1,562)	(1,576)
1001	43700	777	520523	General Fund	DPW - Engineering	Medicare Expense	(1,796)	(1,167)	(508)	(508)	(508)	(519)
1001	43700	101	520527	General Fund	DPW - Engineering	IMRF Contributions	(47,334)	(44,561)	(11,526)	(11,526)	(11,724)	(8,571)
1001	43700	722	520527	General Fund	DPW - Engineering	IMRF Contributions	(2,668)	(4,590)	(6,464)	(6,464)	(6,575)	(4,797)
1001	43700	723	520527	General Fund	DPW - Engineering	IMRF Contributions	(7,555)	(12,105)	(15,080)	(15,080)	(15,338)	(10,822)
1001	43700	777	520527	General Fund	DPW - Engineering	IMRF Contributions	(18,361)	(12,065)	(4,900)	(4,900)	(4,984)	(3,568)
SUB-TOTAL FRINGE BENEFITS							(207,594)	(247,852)	(91,957)	(91,957)	(92,561)	(87,833)
1001	43700	101	530650	General Fund	DPW - Engineering	Conferences Training	-	-	-	-	-	-
1001	43700	723	530650	General Fund	DPW - Engineering	Conferences Training	(965)	(444)	(3,075)	(3,075)	(3,075)	(3,075)
1001	43700	101	530667	General Fund	DPW - Engineering	External Support	(30,360)	-	-	-	-	(100,000)
1001	43700	723	530667	General Fund	DPW - Engineering	External Support	(13,453)	(5,160)	(9,650)	(9,650)	(9,650)	(9,680)
SUB-TOTAL CONTRACTUAL SERVICES							(44,778)	(5,604)	(12,725)	(12,725)	(12,725)	(112,755)
1001	43700	101	550601	General Fund	DPW - Engineering	Printing	-	-	-	-	-	-
1001	43700	722	550601	General Fund	DPW - Engineering	Printing	-	-	(400)	(400)	(400)	(400)
1001	43700	723	550602	General Fund	DPW - Engineering	Membership Dues	(600)	(600)	(870)	(870)	(870)	(870)
1001	43700	101	550603	General Fund	DPW - Engineering	Postage	(5,064)	(4,212)	(150)	(150)	(150)	(150)
1001	43700	421	550603	General Fund	DPW - Engineering	Postage	-	(35)	-	-	-	-
1001	43700	721	550603	General Fund	DPW - Engineering	Postage	(219)	(1,118)	-	-	-	-
1001	43700	722	550603	General Fund	DPW - Engineering	Postage	(248)	(35)	(150)	(150)	(150)	(150)
1001	43700	723	550603	General Fund	DPW - Engineering	Postage	(1)	(2,046)	(300)	(300)	(300)	(300)
1001	43700	101	550605	General Fund	DPW - Engineering	Travel & Mileage Reimbursement	(25)	-	-	-	-	-
1001	43700	723	550606	General Fund	DPW - Engineering	Books & Subscriptions	(57)	-	-	-	-	-
1001	43700	723	550663	General Fund	DPW - Engineering	Software License Updates	(10,000)	(30,570)	(14,859)	(14,859)	(3,000)	(3,000)
1001	43700	101	550671	General Fund	DPW - Engineering	Office Machine Service	-	-	(500)	(500)	(500)	(500)
1001	43700	722	550671	General Fund	DPW - Engineering	Office Machine Service	-	-	(500)	(500)	(500)	(500)
1001	43700	101	560620	General Fund	DPW - Engineering	Office Supplies	(383)	(331)	(300)	(300)	(300)	(300)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - PUBLIC WORKS ENGINEERING

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	43700	722	560620	General Fund	DPW - Engineering	Office Supplies	(450)	(450)	(450)	(450)	(450)	(450)
1001	43700	101	560631	General Fund	DPW - Engineering	Operational Supplies	-	-	(250)	(250)	(250)	(250)
1001	43700	101	560730	General Fund	DPW - Engineering	Reference Material	-	(180)	(150)	(150)	(150)	(150)
1001	43700	723	560730	General Fund	DPW - Engineering	Reference Material	(505)	(672)	(400)	(400)	(400)	(400)
SUB-TOTAL MATERIALS & SUPPLIES							(17,552)	(40,250)	(19,279)	(19,279)	(7,420)	(7,420)
1001	43700	101	570720	General Fund	DPW - Engineering	Computer Equipment	(1,104)	(60)	(300)	(300)	(300)	-
TOTAL EXPENDITURES							(810,473)	(924,925)	(402,979)	(402,979)	(391,724)	(494,205)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - PUBLIC WORKS ADMINISTRATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	43710	101	510501	General Fund	DPW - Administration	Regular Salaries	(368,376)	(380,503)	(389,903)	(389,903)	(384,108)	(396,394)
1001	43710	101	510503	General Fund	DPW - Administration	Overtime	(1,616)	(2,485)	(3,000)	(3,000)	(3,000)	(3,000)
SUB-TOTAL PERSONAL SERVICES							(369,992)	(382,988)	(392,903)	(392,903)	(387,108)	(399,394)
1001	43710	101	510506	General Fund	DPW - Administration	Equip Allow (Auto,Phone,Tools)	(505)	(507)	(458)	(458)	(500)	(500)
1001	43710	101	520520	General Fund	DPW - Administration	Life Insurance Expense	(343)	(514)	(558)	(558)	(558)	(558)
1001	43710	101	520521	General Fund	DPW - Administration	Health Insurance Expense	(114,490)	(107,734)	(113,306)	(113,306)	(95,331)	(96,650)
1001	43710	101	520522	General Fund	DPW - Administration	Social Security Expense	(19,205)	(20,161)	(24,174)	(24,174)	(23,815)	(22,983)
1001	43710	101	520523	General Fund	DPW - Administration	Medicare Expense	(4,853)	(5,050)	(5,654)	(5,654)	(5,570)	(5,748)
1001	43710	101	520527	General Fund	DPW - Administration	IMRF Contributions	(52,524)	(54,334)	(54,586)	(54,586)	(54,697)	(39,481)
SUB-TOTAL FRINGE BENEFITS							(191,921)	(188,301)	(198,736)	(198,736)	(180,471)	(165,920)
1001	43710	101	530650	General Fund	DPW - Administration	Conferences Training	(2,509)	(2,205)	(6,205)	(6,205)	(5,000)	(6,205)
1001	43710	710	530650	General Fund	DPW - Administration	Conferences Training	-	(550)	(1,000)	(1,000)	(1,000)	(1,000)
1001	43710	101	530667	General Fund	DPW - Administration	External Support	-	(2,205)	(2,500)	(2,500)	(1,000)	(2,500)
1001	43710	761	530667	General Fund	DPW - Administration	External Support	-	(190)	-	-	-	-
1001	43710	101	540690	General Fund	DPW - Administration	Telecommunication Charges	(691)	(615)	(1,400)	(1,400)	(1,000)	(1,400)
SUB-TOTAL CONTRACTUAL SERVICES							(3,200)	(5,764)	(11,105)	(11,105)	(8,000)	(11,105)
1001	43710	101	550601	General Fund	DPW - Administration	Printing	-	(166)	(150)	(150)	(100)	(150)
1001	43710	101	550602	General Fund	DPW - Administration	Membership Dues	(1,979)	(1,850)	(1,920)	(1,920)	(1,920)	(1,920)
1001	43710	710	550602	General Fund	DPW - Administration	Membership Dues	(450)	(299)	(699)	(699)	(699)	(699)
1001	43710	101	550603	General Fund	DPW - Administration	Postage	(52)	(248)	(400)	(400)	(200)	(400)
1001	43710	101	550652	General Fund	DPW - Administration	Legal Postings and Doc. Fees	(420)	(658)	(1,500)	(1,500)	(1,200)	(1,500)
1001	43710	710	550652	General Fund	DPW - Administration	Legal Postings and Doc. Fees	(98)	(371)	-	-	-	-
1001	43710	101	550671	General Fund	DPW - Administration	Office Machine Service	(1,738)	(405)	(3,000)	(3,000)	(3,000)	(3,000)
1001	43710	101	560620	General Fund	DPW - Administration	Office Supplies	(3,851)	(3,539)	(4,000)	(4,000)	(4,000)	(4,000)
1001	43710	101	560625	General Fund	DPW - Administration	Clothing	-	-	(250)	(250)	(100)	(250)
1001	43710	101	560631	General Fund	DPW - Administration	Operational Supplies	(924)	(3,528)	(4,000)	(4,000)	(4,000)	(4,000)
1001	43710	710	560631	General Fund	DPW - Administration	Operational Supplies	(2,251)	(5,520)	(6,250)	(6,250)	(6,250)	(6,250)
SUB-TOTAL MATERIALS & SUPPLIES							(11,764)	(16,584)	(22,169)	(22,169)	(21,469)	(22,169)
TOTAL EXPENDITURES							(576,877)	(593,637)	(624,913)	(624,913)	(597,048)	(598,588)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - PUBLIC WORKS STREET LIGHTING**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	43720	101	510501	General Fund	DPW - Street Lighting	Regular Salaries	(22,508)	(23,062)	(23,297)	(23,297)	(22,455)	(22,961)
1001	43720	751	510501	General Fund	DPW - Street Lighting	Regular Salaries	(52,517)	(53,811)	(54,359)	(54,359)	(52,394)	(53,575)
1001	43720	752	510501	General Fund	DPW - Street Lighting	Regular Salaries	(37,659)	(38,609)	(38,995)	(38,995)	(44,909)	(45,921)
1001	43720	753	510501	General Fund	DPW - Street Lighting	Regular Salaries	(37,361)	(38,259)	(38,661)	(38,661)	(29,940)	(30,614)
1001	43720	101	510503	General Fund	DPW - Street Lighting	Overtime	(2,062)	(386)	(12,000)	(12,000)	(12,000)	(12,000)
1001	43720	751	510503	General Fund	DPW - Street Lighting	Overtime	(3,978)	(5,929)	-	-	-	-
1001	43720	752	510503	General Fund	DPW - Street Lighting	Overtime	(3,877)	(4,762)	-	-	-	-
1001	43720	753	510503	General Fund	DPW - Street Lighting	Overtime	(2,975)	(3,699)	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(162,937)	(168,517)	(167,312)	(167,312)	(161,698)	(165,071)
1001	43720	101	520520	General Fund	DPW - Street Lighting	Life Insurance Expense	(15)	(27)	(28)	(28)	(28)	(28)
1001	43720	751	520520	General Fund	DPW - Street Lighting	Life Insurance Expense	(35)	(64)	(65)	(65)	(65)	(65)
1001	43720	752	520520	General Fund	DPW - Street Lighting	Life Insurance Expense	(25)	(46)	(47)	(47)	(56)	(56)
1001	43720	753	520520	General Fund	DPW - Street Lighting	Life Insurance Expense	(25)	(46)	(47)	(47)	(37)	(37)
1001	43720	101	520521	General Fund	DPW - Street Lighting	Health Insurance Expense	(4,922)	(6,453)	(5,970)	(5,970)	(6,061)	(6,184)
1001	43720	751	520521	General Fund	DPW - Street Lighting	Health Insurance Expense	(11,484)	(15,058)	(14,975)	(14,975)	(14,143)	(14,429)
1001	43720	752	520521	General Fund	DPW - Street Lighting	Health Insurance Expense	(8,532)	(10,362)	(9,301)	(9,301)	(12,948)	(12,368)
1001	43720	753	520521	General Fund	DPW - Street Lighting	Health Insurance Expense	(7,874)	(11,150)	(10,494)	(10,494)	(8,082)	(8,245)
1001	43720	101	520522	General Fund	DPW - Street Lighting	Social Security Expense	(1,433)	(1,475)	(1,444)	(1,444)	(1,392)	(1,424)
1001	43720	751	520522	General Fund	DPW - Street Lighting	Social Security Expense	(3,298)	(3,442)	(3,370)	(3,370)	(3,248)	(3,322)
1001	43720	752	520522	General Fund	DPW - Street Lighting	Social Security Expense	(2,422)	(2,504)	(2,418)	(2,418)	(2,784)	(2,847)
1001	43720	753	520522	General Fund	DPW - Street Lighting	Social Security Expense	(2,354)	(2,413)	(2,397)	(2,397)	(1,856)	(1,898)
1001	43720	101	520523	General Fund	DPW - Street Lighting	Medicare Expense	(335)	(345)	(338)	(338)	(326)	(333)
1001	43720	751	520523	General Fund	DPW - Street Lighting	Medicare Expense	(771)	(805)	(788)	(788)	(760)	(777)
1001	43720	752	520523	General Fund	DPW - Street Lighting	Medicare Expense	(566)	(586)	(565)	(565)	(651)	(666)
1001	43720	753	520523	General Fund	DPW - Street Lighting	Medicare Expense	(551)	(564)	(561)	(561)	(434)	(444)
1001	43720	101	520527	General Fund	DPW - Street Lighting	IMRF Contributions	(3,527)	(3,628)	(3,262)	(3,262)	(3,198)	(2,287)
1001	43720	751	520527	General Fund	DPW - Street Lighting	IMRF Contributions	(8,112)	(8,465)	(7,610)	(7,610)	(7,461)	(5,336)
1001	43720	752	520527	General Fund	DPW - Street Lighting	IMRF Contributions	(5,953)	(6,146)	(5,459)	(5,459)	(6,395)	(4,574)
1001	43720	753	520527	General Fund	DPW - Street Lighting	IMRF Contributions	(5,800)	(5,945)	(5,412)	(5,412)	(4,263)	(3,049)
SUB-TOTAL FRINGE BENEFITS							(68,034)	(79,524)	(74,550)	(74,550)	(74,188)	(68,369)
1001	43720	101	530650	General Fund	DPW - Street Lighting	Conferences Training	(1,425)	(105)	(1,500)	(1,500)	(1,000)	(1,500)
1001	43720	751	530660	General Fund	DPW - Street Lighting	General Contractuals	(37,293)	(33,666)	(45,000)	(45,000)	(45,000)	(45,000)
1001	43720	752	530660	General Fund	DPW - Street Lighting	General Contractuals	(3,551)	(20,984)	(10,000)	(10,000)	(10,000)	(10,000)
1001	43720	782	530660	General Fund	DPW - Street Lighting	General Contractuals	-	1,997	-	-	-	-
1001	43720	751	540692	General Fund	DPW - Street Lighting	Electricity	(65,006)	(90,400)	(115,000)	(115,000)	(115,000)	(120,000)
SUB-TOTAL CONTRACTUAL SERVICES							(107,274)	(143,158)	(171,500)	(171,500)	(171,000)	(176,500)
1001	43720	101	550602	General Fund	DPW - Street Lighting	Membership Dues	(375)	-	(200)	(200)	(200)	(200)
1001	43720	101	550632	General Fund	DPW - Street Lighting	Laundry Service	(504)	(472)	(600)	(600)	(600)	(600)
1001	43720	753	550671	General Fund	DPW - Street Lighting	Office Machine Service	-	-	(3,000)	(3,000)	(3,000)	(3,000)
1001	43720	752	550673	General Fund	DPW - Street Lighting	Repairs	-	(189)	(750)	(750)	(750)	(750)
1001	43720	753	550673	General Fund	DPW - Street Lighting	Repairs	(374)	-	(750)	(750)	(750)	(750)
1001	43720	101	560625	General Fund	DPW - Street Lighting	Clothing	(551)	(158)	(500)	(500)	(500)	(500)
1001	43720	751	560631	General Fund	DPW - Street Lighting	Operational Supplies	(189)	(947)	(750)	(750)	(750)	(750)
1001	43720	752	560631	General Fund	DPW - Street Lighting	Operational Supplies	(243)	(692)	(1,000)	(1,000)	(1,000)	(1,000)
1001	43720	753	560631	General Fund	DPW - Street Lighting	Operational Supplies	(619)	(567)	(750)	(750)	(750)	(4,750)
1001	43720	751	560633	General Fund	DPW - Street Lighting	Roadway Maintenance	(35,468)	(34,151)	(40,000)	(40,000)	(40,000)	(40,000)
1001	43720	752	560633	General Fund	DPW - Street Lighting	Roadway Maintenance	(5,783)	(10,723)	(10,000)	(10,000)	(10,000)	(10,000)
SUB-TOTAL MATERIALS & SUPPLIES							(44,107)	(47,899)	(58,300)	(58,300)	(58,300)	(62,300)



VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - PUBLIC WORKS STREET LIGHTING

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
						TOTAL EXPENDITURES	(382,352)	(439,098)	(471,662)	(471,662)	(465,186)	(472,240)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - PUBLIC WORKS STREET SERVICES**

							2015	2016	2017	Amended 2017	2017	2018
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	43740	101	510501	General Fund	DPW - Street Services	Regular Salaries	(199,792)	(219,831)	(193,565)	(193,565)	(193,565)	(176,052)
1001	43740	761	510501	General Fund	DPW - Street Services	Regular Salaries	(173,672)	(190,678)	(211,991)	(211,991)	(204,329)	(206,246)
1001	43740	764	510501	General Fund	DPW - Street Services	Regular Salaries	-	(4,217)	(8,944)	-	-	-
1001	43740	765	510501	General Fund	DPW - Street Services	Regular Salaries	(51,114)	(57,119)	(63,597)	(63,597)	(61,299)	(61,874)
1001	43740	766	510501	General Fund	DPW - Street Services	Regular Salaries	(68,145)	(76,150)	(84,796)	(84,796)	(81,732)	(82,498)
1001	43740	101	510503	General Fund	DPW - Street Services	Overtime	(2,462)	(9,688)	-	-	-	-
1001	43740	761	510503	General Fund	DPW - Street Services	Overtime	(23,173)	(24,671)	(10,000)	(10,000)	(10,000)	(10,000)
1001	43740	764	510503	General Fund	DPW - Street Services	Overtime	27	(634)	-	-	-	-
1001	43740	765	510503	General Fund	DPW - Street Services	Overtime	(50,309)	(24,250)	(140,000)	(140,000)	(70,000)	(140,000)
1001	43740	766	510503	General Fund	DPW - Street Services	Overtime	(9,762)	(9,862)	-	-	-	-
1001	43740	101	510518	General Fund	DPW - Street Services	Seasonal Employees	-	-	(15,000)	(15,000)	(15,000)	(15,000)
SUB-TOTAL PERSONAL SERVICES							(578,401)	(617,100)	(727,894)	(718,950)	(635,925)	(691,670)
1001	43740	101	510506	General Fund	DPW - Street Services	Equip Allow (Auto,Phone,Tools)	(505)	(507)	-	-	(550)	(550)
1001	43740	761	520515	General Fund	DPW - Street Services	Health Insurance Opt Out	-	-	-	-	-	(1,500)
1001	43740	765	520515	General Fund	DPW - Street Services	Health Insurance Opt Out	-	-	-	-	-	(450)
1001	43740	766	520515	General Fund	DPW - Street Services	Health Insurance Opt Out	-	-	-	-	-	(600)
1001	43740	101	520520	General Fund	DPW - Street Services	Life Insurance Expense	(129)	(273)	(372)	(372)	(372)	(372)
1001	43740	761	520520	General Fund	DPW - Street Services	Life Insurance Expense	(152)	(273)	(326)	(326)	(326)	(326)
1001	43740	764	520520	General Fund	DPW - Street Services	Life Insurance Expense	(1)	-	(14)	-	-	-
1001	43740	765	520520	General Fund	DPW - Street Services	Life Insurance Expense	(46)	(82)	(98)	(98)	(98)	(98)
1001	43740	766	520520	General Fund	DPW - Street Services	Life Insurance Expense	(62)	(109)	(130)	(130)	(130)	(130)
1001	43740	101	520521	General Fund	DPW - Street Services	Health Insurance Expense	(29,972)	(35,465)	(24,477)	(24,477)	(37,439)	(38,062)
1001	43740	761	520521	General Fund	DPW - Street Services	Health Insurance Expense	(50,354)	(51,684)	(49,449)	(49,449)	(62,071)	(54,767)
1001	43740	764	520521	General Fund	DPW - Street Services	Health Insurance Expense	(765)	-	(8,259)	-	-	-
1001	43740	765	520521	General Fund	DPW - Street Services	Health Insurance Expense	(14,439)	(15,505)	(20,580)	(20,580)	(18,621)	(16,427)
1001	43740	766	520521	General Fund	DPW - Street Services	Health Insurance Expense	(20,010)	(20,673)	(24,687)	(24,687)	(24,828)	(21,899)
1001	43740	101	520522	General Fund	DPW - Street Services	Social Security Expense	(11,948)	(13,377)	(12,001)	(12,001)	(12,001)	(10,915)
1001	43740	761	520522	General Fund	DPW - Street Services	Social Security Expense	(11,540)	(12,568)	(13,143)	(13,143)	(12,668)	(12,787)
1001	43740	764	520522	General Fund	DPW - Street Services	Social Security Expense	-	(291)	(555)	-	-	-
1001	43740	765	520522	General Fund	DPW - Street Services	Social Security Expense	(3,425)	(3,778)	(3,943)	(3,943)	(3,801)	(3,836)
1001	43740	766	520522	General Fund	DPW - Street Services	Social Security Expense	(4,565)	(5,036)	(5,257)	(5,257)	(5,067)	(5,115)
1001	43740	101	520523	General Fund	DPW - Street Services	Medicare Expense	(2,794)	(3,128)	(2,807)	(2,807)	(2,807)	(2,553)
1001	43740	761	520523	General Fund	DPW - Street Services	Medicare Expense	(2,699)	(2,939)	(3,074)	(3,074)	(2,963)	(2,991)
1001	43740	764	520523	General Fund	DPW - Street Services	Medicare Expense	-	(68)	(130)	-	-	-
1001	43740	765	520523	General Fund	DPW - Street Services	Medicare Expense	(801)	(884)	(922)	(922)	(889)	(897)
1001	43740	766	520523	General Fund	DPW - Street Services	Medicare Expense	(1,068)	(1,178)	(1,230)	(1,230)	(1,185)	(1,196)
1001	43740	101	520527	General Fund	DPW - Street Services	IMRF Contributions	(27,937)	(31,207)	(25,052)	(25,052)	(16,785)	(16,078)
1001	43740	761	520527	General Fund	DPW - Street Services	IMRF Contributions	(27,682)	(30,473)	(29,679)	(29,679)	(29,096)	(20,542)
1001	43740	764	520527	General Fund	DPW - Street Services	IMRF Contributions	-	(687)	(1,252)	-	-	-
1001	43740	765	520527	General Fund	DPW - Street Services	IMRF Contributions	(8,222)	(9,143)	(8,904)	(8,904)	(8,729)	(6,163)
1001	43740	766	520527	General Fund	DPW - Street Services	IMRF Contributions	(10,960)	(12,188)	(11,872)	(11,872)	(11,639)	(8,217)
SUB-TOTAL FRINGE BENEFITS							(230,076)	(251,517)	(248,210)	(238,001)	(252,065)	(226,471)
1001	43740	101	530650	General Fund	DPW - Street Services	Conferences Training	(808)	(2,433)	(4,500)	(4,500)	(4,750)	(5,000)
1001	43740	761	530660	General Fund	DPW - Street Services	General Contractuals	(233,914)	(308,599)	(380,000)	(380,000)	(370,000)	(390,000)
1001	43740	765	530660	General Fund	DPW - Street Services	General Contractuals	-	-	(5,000)	(5,000)	(3,000)	(5,000)
1001	43740	766	530660	General Fund	DPW - Street Services	General Contractuals	-	-	(5,000)	(5,000)	-	-
1001	43740	761	530667	General Fund	DPW - Street Services	External Support	(75)	(739)	(10,000)	(10,000)	-	-
1001	43740	765	530667	General Fund	DPW - Street Services	External Support	(30,689)	(17,011)	(65,000)	(65,000)	(25,000)	(65,000)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - PUBLIC WORKS STREET SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
						SUB-TOTAL CONTRACTUAL SERVICES	(265,485)	(328,782)	(469,500)	(469,500)	(402,750)	(465,000)
1001	43740	714	540674	General Fund	DPW - Street Services	Property Repair	(253)	-	-	-	-	-
1001	43740	101	550602	General Fund	DPW - Street Services	Membership Dues	-	-	-	-	-	(200)
1001	43740	101	550632	General Fund	DPW - Street Services	Laundry Service	(1,517)	(1,754)	(3,000)	(3,000)	(2,500)	(3,000)
1001	43740	761	550673	General Fund	DPW - Street Services	Repairs	(675)	(704)	(10,000)	(10,000)	(5,000)	(5,000)
1001	43740	101	560620	General Fund	DPW - Street Services	Office Supplies	(200)	-	(200)	(200)	(200)	(200)
1001	43740	101	560625	General Fund	DPW - Street Services	Clothing	(2,576)	(2,600)	(3,300)	(3,300)	(2,000)	(2,500)
1001	43740	711	560627	General Fund	DPW - Street Services	Building Materials	-	(295)	-	-	-	-
1001	43740	712	560627	General Fund	DPW - Street Services	Building Materials	-	(85)	-	-	-	-
1001	43740	717	560627	General Fund	DPW - Street Services	Building Materials	-	(44)	-	-	-	-
1001	43740	751	560631	General Fund	DPW - Street Services	Operational Supplies	-	(162)	-	-	-	-
1001	43740	761	560631	General Fund	DPW - Street Services	Operational Supplies	(7,722)	(4,101)	(10,000)	(10,000)	(8,000)	(10,000)
1001	43740	765	560631	General Fund	DPW - Street Services	Operational Supplies	(1,706)	(1,037)	(2,000)	(2,000)	(2,000)	(2,000)
1001	43740	766	560631	General Fund	DPW - Street Services	Operational Supplies	(1,094)	(338)	(1,000)	(1,000)	-	-
1001	43740	761	560633	General Fund	DPW - Street Services	Roadway Maintenance	(39,828)	(41,836)	(64,000)	(64,000)	(64,000)	(60,000)
1001	43740	765	560633	General Fund	DPW - Street Services	Roadway Maintenance	(247,748)	(187,516)	(275,000)	(275,000)	(190,000)	(255,000)
1001	43740	766	560633	General Fund	DPW - Street Services	Roadway Maintenance	(12)	-	(4,000)	(4,000)	-	-
1001	43740	761	560634	General Fund	DPW - Street Services	Sign Replacement	(35,572)	(39,135)	(55,000)	(55,000)	(55,000)	(55,000)
1001	43740	766	560634	General Fund	DPW - Street Services	Sign Replacement	(591)	-	(2,000)	(2,000)	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(339,494)	(279,606)	(429,500)	(429,500)	(328,700)	(392,900)
						TOTAL EXPENDITURES	(1,413,456)	(1,477,004)	(1,875,104)	(1,855,951)	(1,619,440)	(1,776,041)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - PUBLIC WORKS BUILDING MAINTENANCE**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
1001	43790	101	510501	General Fund	DPW - Building Maintenance	Regular Salaries	(79,892)	(139,831)	(157,799)	(157,799)	(157,799)	(155,628)
1001	43790	101	510503	General Fund	DPW - Building Maintenance	Overtime	-	(1,227)	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(79,892)	(141,058)	(157,799)	(157,799)	(157,799)	(155,628)
1001	43790	101	520520	General Fund	DPW - Building Maintenance	Life Insurance Expense	(51)	(91)	(186)	(186)	(186)	(186)
1001	43790	101	520521	General Fund	DPW - Building Maintenance	Health Insurance Expense	(24,316)	(25,454)	(36,428)	(36,428)	(40,406)	(41,226)
1001	43790	101	520522	General Fund	DPW - Building Maintenance	Social Security Expense	(4,626)	(8,052)	(9,784)	(9,784)	(9,784)	(9,649)
1001	43790	101	520523	General Fund	DPW - Building Maintenance	Medicare Expense	(1,082)	(1,883)	(2,288)	(2,288)	(2,288)	(2,257)
1001	43790	101	520527	General Fund	DPW - Building Maintenance	IMRF Contributions	(11,602)	(19,988)	(22,092)	(22,092)	(22,471)	(15,501)
SUB-TOTAL FRINGE BENEFITS							(41,676)	(55,468)	(70,778)	(70,778)	(75,135)	(68,819)
1001	43790	101	530650	General Fund	DPW - Building Maintenance	Conferences Training	(1,059)	(1,705)	(3,000)	(3,000)	(2,000)	(3,500)
1001	43790	713	530650	General Fund	DPW - Building Maintenance	Conferences Training	-	(155)	-	-	-	-
1001	43790	711	530660	General Fund	DPW - Building Maintenance	General Contractuals	(211,550)	(225,755)	(248,000)	(248,000)	(240,000)	(255,000)
1001	43790	712	530660	General Fund	DPW - Building Maintenance	General Contractuals	(41,954)	(36,585)	(45,000)	(45,000)	(45,000)	(45,000)
1001	43790	713	530660	General Fund	DPW - Building Maintenance	General Contractuals	(96,639)	(98,293)	(125,000)	(125,000)	(120,000)	(133,000)
1001	43790	714	530660	General Fund	DPW - Building Maintenance	General Contractuals	(22,719)	(17,659)	(22,000)	(22,000)	(22,000)	(21,000)
1001	43790	715	530660	General Fund	DPW - Building Maintenance	General Contractuals	(896)	-	-	-	-	-
1001	43790	717	530660	General Fund	DPW - Building Maintenance	General Contractuals	(12,484)	(13,530)	(20,000)	(20,000)	(20,000)	(21,000)
1001	43790	101	540674	General Fund	DPW - Building Maintenance	Property Repair	-	-	-	-	-	(85,000)
1001	43790	711	540674	General Fund	DPW - Building Maintenance	Property Repair	(28,340)	(17,114)	(37,000)	(43,500)	(43,500)	(35,000)
1001	43790	712	540674	General Fund	DPW - Building Maintenance	Property Repair	(4,886)	(6,552)	(7,000)	(7,000)	(4,500)	(5,000)
1001	43790	713	540674	General Fund	DPW - Building Maintenance	Property Repair	(36,546)	(11,281)	(37,000)	(33,500)	(37,000)	(25,000)
1001	43790	714	540674	General Fund	DPW - Building Maintenance	Property Repair	(23,558)	(5,558)	(7,000)	(4,000)	(6,037)	(7,500)
1001	43790	717	540674	General Fund	DPW - Building Maintenance	Property Repair	(454)	(1,407)	(2,000)	(2,000)	(2,000)	(2,500)
1001	43790	101	540691	General Fund	DPW - Building Maintenance	Water Charges	-	(697)	-	-	-	-
1001	43790	711	540691	General Fund	DPW - Building Maintenance	Water Charges	(29,728)	(43,486)	(17,200)	(17,200)	(36,000)	(36,000)
1001	43790	712	540691	General Fund	DPW - Building Maintenance	Water Charges	-	-	(5,300)	(5,300)	-	-
1001	43790	713	540691	General Fund	DPW - Building Maintenance	Water Charges	(3,407)	(4,045)	(6,300)	(6,300)	(6,300)	(6,300)
1001	43790	714	540691	General Fund	DPW - Building Maintenance	Water Charges	(5,776)	(5,932)	(5,300)	(5,300)	(5,500)	(5,500)
1001	43790	717	540691	General Fund	DPW - Building Maintenance	Water Charges	(363)	(337)	(1,500)	(1,500)	(500)	(500)
1001	43790	101	540692	General Fund	DPW - Building Maintenance	Electricity	(964)	-	-	-	-	-
1001	43790	711	540692	General Fund	DPW - Building Maintenance	Electricity	-	(62)	-	-	-	-
1001	43790	713	540692	General Fund	DPW - Building Maintenance	Electricity	(134,552)	(102,120)	(135,000)	(135,000)	(135,000)	(135,000)
1001	43790	714	540692	General Fund	DPW - Building Maintenance	Electricity	(5,822)	(5,579)	(14,000)	(14,000)	(14,000)	(14,000)
1001	43790	717	540692	General Fund	DPW - Building Maintenance	Electricity	(723)	(440)	(1,000)	(1,000)	(1,000)	(1,000)
1001	43790	717	540693	General Fund	DPW - Building Maintenance	Natural Gas	(568)	(417)	(500)	(500)	(500)	(500)
SUB-TOTAL CONTRACTUAL SERVICES							(662,988)	(598,709)	(739,100)	(739,100)	(740,837)	(837,300)
1001	43790	101	560625	General Fund	DPW - Building Maintenance	Clothing	(73)	-	(400)	(400)	(200)	(500)
1001	43790	711	560627	General Fund	DPW - Building Maintenance	Building Materials	(33,893)	(49,599)	(38,500)	(38,500)	(38,500)	(45,000)
1001	43790	712	560627	General Fund	DPW - Building Maintenance	Building Materials	(3,133)	(4,452)	(2,500)	(2,500)	(1,000)	(1,000)
1001	43790	713	560627	General Fund	DPW - Building Maintenance	Building Materials	(17,667)	(22,647)	(20,000)	(20,000)	(20,000)	(25,000)
1001	43790	714	560627	General Fund	DPW - Building Maintenance	Building Materials	(3,276)	(4,771)	(3,000)	(3,000)	(3,000)	(3,000)
1001	43790	717	560627	General Fund	DPW - Building Maintenance	Building Materials	-	(226)	(1,000)	(1,000)	(1,000)	(1,000)
1001	43790	101	560631	General Fund	DPW - Building Maintenance	Operational Supplies	-	(72)	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(58,042)	(81,767)	(65,400)	(65,400)	(63,700)	(75,500)
TOTAL EXPENDITURES							(842,598)	(877,001)	(1,033,077)	(1,033,077)	(1,037,471)	(1,137,247)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - PUBLIC WORKS FORESTRY**

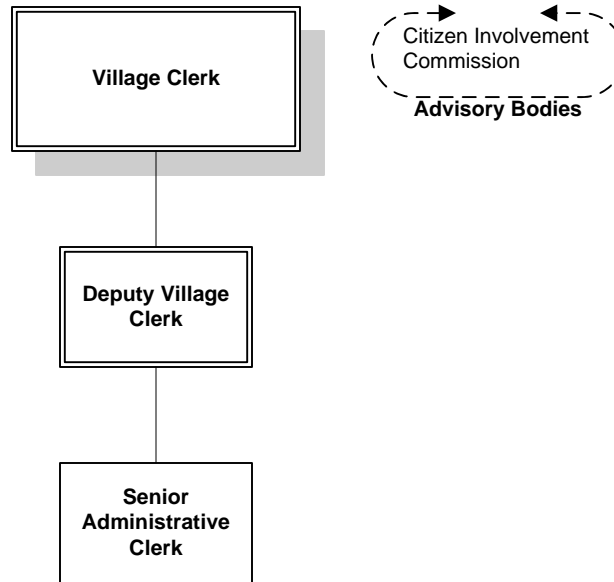
Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	Budget	Projected	Budget
1001	43800	101	510501	General Fund	DPW - Forestry	Regular Salaries	(214,986)	(182,907)	(169,041)	(169,041)	(166,997)	(181,296)
1001	43800	741	510501	General Fund	DPW - Forestry	Regular Salaries	(165,566)	(197,037)	(217,022)	(217,022)	(209,684)	(235,094)
1001	43800	101	510503	General Fund	DPW - Forestry	Overtime	(2,953)	(5,666)	(5,000)	(5,000)	(5,000)	(5,000)
1001	43800	741	510503	General Fund	DPW - Forestry	Overtime	(4,341)	(7,335)	(20,000)	(20,000)	(10,000)	(20,000)
1001	43800	101	510518	General Fund	DPW - Forestry	Seasonal Employees	-	-	(15,000)	(15,000)	(15,000)	(22,500)
SUB-TOTAL PERSONAL SERVICES							(387,847)	(392,945)	(426,063)	(426,063)	(406,681)	(463,890)
1001	43800	101	510506	General Fund	DPW - Forestry	Equip Allow (Auto,Phone,Tools)	(368)	(727)	-	-	(500)	(500)
1001	43800	101	520520	General Fund	DPW - Forestry	Life Insurance Expense	(151)	(273)	(465)	(465)	(465)	(465)
1001	43800	741	520520	General Fund	DPW - Forestry	Life Insurance Expense	(151)	(273)	(372)	(372)	(372)	(372)
1001	43800	101	520521	General Fund	DPW - Forestry	Health Insurance Expense	(53,253)	(58,882)	(44,074)	(44,074)	(40,406)	(41,226)
1001	43800	741	520521	General Fund	DPW - Forestry	Health Insurance Expense	(49,576)	(51,862)	(55,111)	(55,111)	(72,613)	(73,647)
1001	43800	101	520522	General Fund	DPW - Forestry	Social Security Expense	(12,502)	(10,486)	(10,481)	(10,481)	(10,354)	(11,240)
1001	43800	741	520522	General Fund	DPW - Forestry	Social Security Expense	(10,274)	(12,272)	(13,455)	(13,455)	(13,000)	(14,576)
1001	43800	101	520523	General Fund	DPW - Forestry	Medicare Expense	(2,924)	(2,452)	(2,451)	(2,451)	(2,421)	(2,629)
1001	43800	741	520523	General Fund	DPW - Forestry	Medicare Expense	(2,403)	(2,870)	(3,147)	(3,147)	(3,040)	(3,409)
1001	43800	101	520527	General Fund	DPW - Forestry	IMRF Contributions	(29,230)	(25,491)	(20,594)	(20,594)	(23,780)	(15,872)
1001	43800	741	520527	General Fund	DPW - Forestry	IMRF Contributions	(24,712)	(29,532)	(30,383)	(30,383)	(29,859)	(23,415)
SUB-TOTAL FRINGE BENEFITS							(185,545)	(195,121)	(180,533)	(180,533)	(196,810)	(187,351)
1001	43800	101	530650	General Fund	DPW - Forestry	Conferences Training	(1,965)	(4,605)	-	-	(5,000)	(6,915)
1001	43800	741	530650	General Fund	DPW - Forestry	Conferences Training	-	-	(6,425)	(6,425)	-	-
1001	43800	741	530660	General Fund	DPW - Forestry	General Contractuals	(6,027)	-	-	-	-	-
1001	43800	742	530660	General Fund	DPW - Forestry	General Contractuals	(204,278)	(307,252)	(328,000)	(328,000)	(328,000)	(348,200)
1001	43800	101	530667	General Fund	DPW - Forestry	External Support	(17,726)	(18,052)	(25,700)	(25,700)	(25,700)	(26,000)
1001	43800	178	530667	General Fund	DPW - Forestry	External Support	-	(1,875)	-	-	-	-
1001	43800	741	530667	General Fund	DPW - Forestry	External Support	(491,406)	(581,351)	(790,000)	(790,000)	(700,000)	(915,000)
1001	43800	742	530667	General Fund	DPW - Forestry	External Support	(18,036)	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(739,437)	(913,135)	(1,150,125)	(1,150,125)	(1,058,700)	(1,296,115)
1001	43800	101	540691	General Fund	DPW - Forestry	Water Charges	(7,744)	(6,504)	-	-	-	-
1001	43800	742	540691	General Fund	DPW - Forestry	Water Charges	-	-	(8,000)	(8,000)	(8,000)	(8,000)
1001	43800	101	540690	General Fund	DPW - Forestry	Telecommunication Charges	-	-	-	-	-	(460)
1001	43800	101	550602	General Fund	DPW - Forestry	Membership Dues	(1,880)	(1,745)	(2,125)	(2,125)	(2,125)	(2,155)
1001	43800	101	550603	General Fund	DPW - Forestry	Postage	(98)	(370)	(600)	(600)	(600)	(600)
1001	43800	101	550632	General Fund	DPW - Forestry	Laundry Service	(1,241)	(1,241)	(2,000)	(2,000)	(2,000)	(2,000)
1001	43800	101	550652	General Fund	DPW - Forestry	Legal Postings and Doc. Fees	(112)	-	(600)	(600)	(500)	(600)
1001	43800	101	550663	General Fund	DPW - Forestry	Software License Updates	-	-	(375)	(375)	(375)	(375)
1001	43800	741	550673	General Fund	DPW - Forestry	Repairs	-	-	(1,000)	(1,000)	(500)	(1,000)
1001	43800	101	560625	General Fund	DPW - Forestry	Clothing	(664)	(986)	(1,500)	(1,500)	(1,500)	(1,500)
1001	43800	101	560631	General Fund	DPW - Forestry	Operational Supplies	(10,390)	(8,692)	(10,000)	(10,000)	(10,000)	(10,000)
1001	43800	742	560631	General Fund	DPW - Forestry	Operational Supplies	(818)	(1,611)	(2,000)	(2,000)	(2,000)	(2,000)
1001	43800	741	560670	General Fund	DPW - Forestry	Equipment Rental	-	-	(4,000)	(4,000)	(2,000)	(2,000)
SUB-TOTAL MATERIALS & SUPPLIES							(22,948)	(21,148)	(32,200)	(32,200)	(29,600)	(30,690)
1001	43800	101	570710	General Fund	DPW - Forestry	Equipment	-	(38)	-	-	-	-
1001	43800	101	570720	General Fund	DPW - Forestry	Computer Equipment	(536)	(603)	-	-	-	-
SUB-TOTAL CAPITAL OUTLAY							(536)	(641)	-	-	-	-
TOTAL EXPENDITURES							(1,336,312)	(1,522,990)	(1,788,921)	(1,788,921)	(1,691,791)	(1,978,046)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - PUBLIC WORKS FLEET OPERATIONS**

							Amended					
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	43900	101	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(282,380)	(279,504)	(235,280)	(235,280)	(166,981)	(174,477)
1001	43900	731	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(58,696)	(63,757)	(66,790)	(66,790)	(75,690)	(80,947)
1001	43900	732	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(99,064)	(107,615)	(112,709)	(112,709)	(127,728)	(136,596)
1001	43900	733	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(105,083)	(130,582)	(154,453)	(154,453)	(175,034)	(189,260)
1001	43900	734	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(73,341)	(79,647)	(98,113)	(98,113)	(109,238)	(116,928)
1001	43900	101	510503	General Fund	DPW - Fleet Operations	Overtime	(5,139)	(845)	(15,000)	(15,000)	(5,000)	(10,000)
1001	43900	731	510503	General Fund	DPW - Fleet Operations	Overtime	(761)	(3,420)	-	-	-	-
1001	43900	732	510503	General Fund	DPW - Fleet Operations	Overtime	(1,117)	(5,774)	-	-	-	-
1001	43900	733	510503	General Fund	DPW - Fleet Operations	Overtime	(2,218)	(7,487)	-	-	-	-
1001	43900	734	510503	General Fund	DPW - Fleet Operations	Overtime	(953)	(4,269)	-	-	-	-
1001	43900	101	510518	General Fund	DPW - Fleet Operations	Seasonal Employees	-	-	(15,000)	(15,000)	(15,000)	(15,000)
SUB-TOTAL PERSONAL SERVICES							(628,752)	(682,900)	(697,345)	(697,345)	(674,671)	(723,208)
1001	43900	101	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(2,247)	(3,707)	(458)	(458)	(800)	(800)
1001	43900	731	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(288)	(384)	-	-	(768)	(768)
1001	43900	732	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(486)	(648)	-	-	(1,296)	(1,296)
1001	43900	733	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(666)	(888)	-	-	(1,776)	(1,776)
1001	43900	734	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(360)	(480)	-	-	(960)	(960)
1001	43900	101	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(198)	(398)	(279)	(279)	(186)	(186)
1001	43900	731	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(48)	(87)	(104)	(104)	(119)	(119)
1001	43900	732	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(82)	(147)	(176)	(176)	(201)	(201)
1001	43900	733	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(94)	(168)	(241)	(241)	(275)	(275)
1001	43900	734	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(61)	(109)	(316)	(316)	(335)	(335)
1001	43900	101	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(57,161)	(76,541)	(34,533)	(34,533)	(37,439)	(38,062)
1001	43900	731	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(17,917)	(18,742)	(40,625)	(40,625)	(21,206)	(21,248)
1001	43900	732	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(30,234)	(31,627)	(50,752)	(50,752)	(37,690)	(35,856)
1001	43900	733	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(38,076)	(36,840)	(59,958)	(59,958)	(49,039)	(49,136)
1001	43900	734	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(22,396)	(23,428)	(44,308)	(44,308)	(26,507)	(26,560)
1001	43900	101	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(17,109)	(16,724)	(14,587)	(14,587)	(14,587)	(10,818)
1001	43900	731	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(3,480)	(3,777)	(4,141)	(4,141)	(4,693)	(5,019)
1001	43900	732	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(5,873)	(6,430)	(6,988)	(6,988)	(7,919)	(8,469)
1001	43900	733	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(6,317)	(7,802)	(9,576)	(9,576)	(10,852)	(11,734)
1001	43900	734	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(4,348)	(4,759)	(6,083)	(6,083)	(6,773)	(7,250)
1001	43900	101	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(4,001)	(3,911)	(3,412)	(3,412)	(2,421)	(2,530)
1001	43900	731	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(814)	(883)	(968)	(968)	(1,098)	(1,174)
1001	43900	732	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(1,374)	(1,504)	(1,634)	(1,634)	(1,852)	(1,981)
1001	43900	733	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(1,477)	(1,825)	(2,240)	(2,240)	(2,538)	(2,744)
1001	43900	734	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(1,017)	(1,113)	(1,423)	(1,423)	(1,584)	(1,695)
1001	43900	101	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(41,692)	(40,668)	(32,939)	(32,939)	(23,778)	(17,378)
1001	43900	731	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(8,689)	(9,513)	(9,351)	(9,351)	(10,778)	(8,062)
1001	43900	732	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(14,665)	(16,057)	(15,779)	(15,779)	(18,188)	(13,605)
1001	43900	733	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(15,805)	(19,564)	(21,623)	(21,623)	(24,925)	(18,850)
1001	43900	734	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(10,856)	(11,884)	(13,736)	(13,736)	(15,555)	(11,646)
SUB-TOTAL FRINGE BENEFITS							(307,830)	(340,607)	(376,230)	(376,230)	(326,138)	(300,533)
1001	43900	101	530650	General Fund	DPW - Fleet Operations	Conferences Training	(7,764)	(9,230)	(11,620)	(11,620)	(11,000)	(11,070)
1001	43900	711	530660	General Fund	DPW - Fleet Operations	General Contractuals	-	(12,843)	-	-	-	-
1001	43900	101	530667	General Fund	DPW - Fleet Operations	External Support	-	(5,911)	(1,500)	(1,500)	(1,200)	-
1001	43900	731	530667	General Fund	DPW - Fleet Operations	External Support	(9,481)	(17,171)	(11,935)	(31,935)	(30,235)	(15,000)
1001	43900	732	530667	General Fund	DPW - Fleet Operations	External Support	(24,213)	(47,306)	(43,400)	(43,400)	(25,000)	(40,000)
1001	43900	733	530667	General Fund	DPW - Fleet Operations	External Support	(33,625)	(31,893)	(43,400)	(43,400)	(35,000)	(40,000)
1001	43900	734	530667	General Fund	DPW - Fleet Operations	External Support	(6,852)	(9,265)	(9,765)	(9,765)	(9,765)	(10,000)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - PUBLIC WORKS FLEET OPERATIONS

							Amended					
Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	2017	2017	2018
							Actual	Actual	Budget	Budget	Projected	Budget
SUB-TOTAL CONTRACTUAL SERVICES							(81,934)	(133,618)	(121,620)	(141,620)	(112,200)	(116,070)
1001	43900	733	540693	General Fund	DPW - Fleet Operations	Natural Gas	-	-	(1,000)	(1,000)	-	(1,000)
1001	43900	734	540693	General Fund	DPW - Fleet Operations	Natural Gas	-	-	(1,000)	(1,000)	-	(1,000)
1001	43900	101	550601	General Fund	DPW - Fleet Operations	Printing	-	(41)	(100)	(100)	-	(100)
1001	43900	101	550602	General Fund	DPW - Fleet Operations	Membership Dues	(449)	(798)	(3,268)	(3,268)	(3,268)	(3,568)
1001	43900	101	550603	General Fund	DPW - Fleet Operations	Postage	(691)	(871)	(1,100)	(1,100)	(800)	(1,100)
1001	43900	101	550605	General Fund	DPW - Fleet Operations	Travel & Mileage Reimbursement	(21)	(15)	(100)	(100)	(50)	(400)
1001	43900	733	550605	General Fund	DPW - Fleet Operations	Travel & Mileage Reimbursement	(36)	-	-	-	-	-
1001	43900	101	550632	General Fund	DPW - Fleet Operations	Laundry Service	(3,463)	(3,818)	(3,600)	(3,600)	(4,000)	(4,000)
1001	43900	101	550652	General Fund	DPW - Fleet Operations	Legal Postings and Doc. Fees	(224)	-	(300)	(300)	-	(300)
1001	43900	101	550671	General Fund	DPW - Fleet Operations	Office Machine Service	(713)	-	(1,200)	(1,200)	(800)	(1,200)
1001	43900	733	560616	General Fund	DPW - Fleet Operations	Toner Cartridges	(411)	(662)	-	-	-	-
1001	43900	101	560620	General Fund	DPW - Fleet Operations	Office Supplies	(460)	(1,178)	(1,500)	(1,500)	(1,200)	(1,500)
1001	43900	101	560625	General Fund	DPW - Fleet Operations	Clothing	(1,143)	(1,161)	(1,500)	(1,500)	(1,500)	(1,500)
1001	43900	713	560627	General Fund	DPW - Fleet Operations	Building Materials	-	(103)	-	-	-	-
1001	43900	101	560631	General Fund	DPW - Fleet Operations	Operational Supplies	(11,912)	(18,812)	(20,000)	(20,000)	(20,000)	(17,200)
1001	43900	732	560631	General Fund	DPW - Fleet Operations	Operational Supplies	(346)	-	-	-	-	-
1001	43900	101	560636	General Fund	DPW - Fleet Operations	Fuel	-	(11)	-	-	-	-
1001	43900	731	560636	General Fund	DPW - Fleet Operations	Fuel	(18,900)	(25,683)	(47,500)	(27,500)	(20,000)	(40,000)
1001	43900	732	560636	General Fund	DPW - Fleet Operations	Fuel	(151,512)	(130,119)	(237,500)	(237,500)	(150,000)	(200,000)
1001	43900	733	560636	General Fund	DPW - Fleet Operations	Fuel	(57,836)	(59,947)	(95,000)	(95,000)	(35,000)	(80,000)
1001	43900	734	560636	General Fund	DPW - Fleet Operations	Fuel	(56,170)	(51,159)	(95,000)	(95,000)	(40,000)	(80,000)
1001	43900	101	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(220)	(7)	-	-	-	-
1001	43900	731	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(26,700)	(22,372)	(20,000)	(20,000)	(20,000)	(25,000)
1001	43900	732	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(62,708)	(64,776)	(80,000)	(80,000)	(80,000)	(75,000)
1001	43900	733	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(78,735)	(81,566)	(80,000)	(80,000)	(80,000)	(75,000)
1001	43900	734	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(21,588)	(26,017)	(20,000)	(20,000)	(20,000)	(25,000)
1001	43900	731	560644	General Fund	DPW - Fleet Operations	Lubricants	(4,190)	(868)	(4,500)	(4,500)	(2,500)	(4,000)
1001	43900	732	560644	General Fund	DPW - Fleet Operations	Lubricants	(2,097)	(1,221)	(4,500)	(4,500)	(2,000)	(3,500)
1001	43900	733	560644	General Fund	DPW - Fleet Operations	Lubricants	(2,151)	(909)	(4,500)	(4,500)	(2,500)	(4,000)
1001	43900	734	560644	General Fund	DPW - Fleet Operations	Lubricants	(2,218)	(940)	(4,500)	(4,500)	(2,000)	(3,500)
SUB-TOTAL MATERIALS & SUPPLIES							(504,895)	(493,057)	(727,668)	(707,668)	(485,618)	(647,868)
1001	43900	101	570720	General Fund	DPW - Fleet Operations	Computer Equipment	-	-	(1,000)	(1,000)	(50)	(1,000)
SUB-TOTAL CAPITAL OUTLAY							-	-	(1,000)	(1,000)	(50)	(1,000)
TOTAL EXPENDITURES							(1,523,411)	(1,650,183)	(1,923,863)	(1,923,863)	(1,598,677)	(1,788,679)





## VILLAGE CLERK'S OFFICE

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

The Office of the Village Clerk records the proceedings of all Village Board meetings, including committee and special meetings; maintains all official records of the Village Board (including minutes and ordinances), is the keeper of the Village Seal; and monitors Village compliance with the Open Meetings Act and Freedom of Information Act. The Village Clerk's office also serves as the local election authority and registrar for voters.

The statutory requirements of the Village Clerk include:

- Serving as the keeper of the Village Board of Trustee's permanent records, including minutes, ordinances, resolutions, proclamations and contracts

Under the Village Code, Oak Park has designated the Village Clerk as:

- Serving as the Chair of Special Events Committee
- Serving as the liaison for the Village's Citizen Involvement Commission (CIC)

The customary duties of the Village Clerk include:

- Compliance with Local Records Act
- Coordinating FOIA responses
- Serving as the local elections official (also for Parks & Library) and voter registration.

#### MISSION STATEMENT

*Our Purpose* is to preserve the integrity of, and the public trust in, the Village Clerk's office.

*Our Business* is to provide meticulous, accurate and professional records management, and to facilitate public participation in open government.

*Our Values* are to provide gracious, diplomatic customer service, and serve with fairness and accuracy.

## **2017 ACCOMPLISHMENTS**

### **MINUTES, RECORDS AND TRANSCRIPTS**

The Village Clerk's office supplies minutes and transcripts for all Village of Oak Park regular session Board meetings and minutes for special Village Board meetings, executive sessions, and committee meetings. All minutes, records, resolutions, proclamations, ordinances, and contracts are maintained in the Village Clerk's office.

### **FREEDOM OF INFORMATION ACT**

The Village Clerk's office processes approximately 50 Freedom of Information Act submissions a month. This year the Village Clerk's office has begun a review of the process to improve distribution and tracking of FOIA requests in an effort to ease the burden on staff, improve response time, fulfill all requirements of the Act completely, keep accurate records, and minimize costs.

### **SPECIAL EVENTS**

The Village Clerk's office is currently chairing a Special Events Committee charged with appropriately and sufficiently planning for special events in the Village. The Special Events Committee includes the Director of each relevant Village department. With the Village Clerk as Chair communication between Village departments and with special event organizers has improved and key areas for improving the process have been identified. The committee will be undergoing a proper review in September 2017 to update the application process and access needed fee increases to match the realistic burden on the Village.

### **ADVISORY BOARDS AND COMMISSIONS**

The Village Clerk's office maintains the records for membership on commissions, appointments and reappointments of commissioners, maintains certification of the Open Meetings Act requirement, and serves as the staff liaison to the Citizen Involvement Commission. The Village Clerk's office and the Citizen Involvement Commission have increased citizen awareness of civic service, worked to engage and recruit from all sectors of the community, provide needed support and training to commissioners, and maintained a low vacancy rate of below 10%.

### **LOCAL ELECTION OFFICIAL, NOTARY SERVICES, AND VOTER REGISTRATION**

The Village Clerk's office receives and maintains all records for municipal elections. In 2017 the Village Clerk's office received 21 sets of petitions for 23 candidates in the 2017 Village of Oak Park consolidated election. In addition, the Village Clerk swears in all elected officials of the Village Board, Library Board, Park District Board, and sworn Fire and Police Officers.

The Village Clerk's office provides, free of charge, notary services and voter registration.

## **2018 WORK PLAN**

### **MINUTES, RECORDS AND TRANSCRIPTS**

The Village Clerk's office will maintain and archive appropriately Village minutes, records and transcripts so that they are quickly and accurately accessible for review. In doing so, the Village Clerk's office will identify needed updates and improvements in current procedures. The Village Clerk's office will work with the Village Manager's Office in transferring information to Laserfiche records management software as needed.

### **FREEDOM OF INFORMATION ACT**

The Village Clerk's office plans to implement procedure improvements, identified through a proper review, for processing of freedom of information requests. In addition, the Village Clerk's office plans to evaluate options for storing and making accessible results of freedom of information requests for future review.

### **SPECIAL EVENTS**

The Village Clerk's office will continue to Chair the Special Events Committee as it enters the implementation phase of improving the application process and reviewing for approval or denial of special events.

### **ADVISORY BOARDS AND COMMISSIONS**

The Village Clerk's office, with the Citizen Involvement Commission, will continue to increase citizen awareness of civic services, engage and recruit volunteers from all sectors of the community, and provide needed support and training for commissioners with a goal of filling all vacancies and maintaining an appropriate waitlist.

### **LOCAL ELECTION OFFICIAL, NOTARY SERVICES, AND VOTER REGISTRATION**

The Village Clerk's office will work to increase voter turnout for municipal elections by increasing voter registration, spreading awareness of upcoming elections and volunteer opportunities, and responding to a community desire for transparency and understanding of how decisions are made in the Village of Oak Park.

The Village Clerk's office will continue to provide notary services and voter registration.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**GENERAL FUND - VILLAGE CLERK'S OFFICE**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	41100	101	510501	General Fund	Village Clerk's Office (VCO)	Regular Salaries	(172,456)	(175,297)	(175,360)	(175,360)	(176,256)	(176,256)
1001	41100	101	510503	General Fund	Village Clerk's Office (VCO)	Overtime	-	(42)	(20)	(20)	-	-
SUB-TOTAL PERSONAL SERVICES							(172,456)	(175,339)	(175,380)	(175,380)	(176,256)	(176,256)
1001	41100	101	520520	General Fund	Village Clerk's Office (VCO)	Life Insurance Expense	(164)	(241)	(279)	(279)	(279)	(279)
1001	41100	101	520521	General Fund	Village Clerk's Office (VCO)	Health Insurance Expense	(30,742)	(39,701)	(29,649)	(29,649)	(34,375)	(58,121)
1001	41100	101	520522	General Fund	Village Clerk's Office (VCO)	Social Security Expense	(10,261)	(10,333)	(10,872)	(10,872)	(10,928)	(10,928)
1001	41100	101	520523	General Fund	Village Clerk's Office (VCO)	Medicare Expense	(2,400)	(2,417)	(2,543)	(2,543)	(2,556)	(2,556)
1001	41100	101	520527	General Fund	Village Clerk's Office (VCO)	IMRF Contributions	(24,437)	(24,846)	(24,550)	(24,550)	(25,099)	(17,555)
SUB-TOTAL FRINGE BENEFITS							(68,003)	(77,538)	(67,893)	(67,893)	(73,237)	(89,439)
1001	41100	101	530650	General Fund	Village Clerk's Office (VCO)	Conferences Training	(701)	(236)	(1,550)	(1,550)	(1,550)	(2,000)
1001	41100	101	530662	General Fund	Village Clerk's Office (VCO)	Boards Commissions Support	(92)	-	-	-	-	-
1001	41100	101	530667	General Fund	Village Clerk's Office (VCO)	External Support	(22,452)	(13,299)	(20,000)	(20,000)	(20,000)	(20,000)
SUB-TOTAL CONTRACTUAL SERVICES							(23,245)	(13,535)	(21,550)	(21,550)	(21,550)	(22,000)
1001	41100	101	550601	General Fund	Village Clerk's Office (VCO)	Printing	(41)	-	(50)	(50)	(50)	(100)
1001	41100	101	550602	General Fund	Village Clerk's Office (VCO)	Membership Dues	(180)	(40)	(325)	(325)	(325)	(250)
1001	41100	101	550603	General Fund	Village Clerk's Office (VCO)	Postage	(269)	(226)	(175)	(175)	(175)	(175)
1001	41100	101	550605	General Fund	Village Clerk's Office (VCO)	Travel & Mileage Reimbursement	(423)	-	(2,000)	(2,000)	(2,000)	(1,200)
1001	41100	101	550652	General Fund	Village Clerk's Office (VCO)	Legal Postings and Doc. Fees	(33)	(586)	(250)	(250)	(250)	(600)
1001	41100	101	560620	General Fund	Village Clerk's Office (VCO)	Office Supplies	(922)	(470)	(500)	(500)	(500)	(800)
SUB-TOTAL MATERIALS & SUPPLIES							(1,869)	(1,322)	(3,300)	(3,300)	(3,300)	(3,125)
TOTAL EXPENDITURES							(265,573)	(267,734)	(268,123)	(268,123)	(274,343)	(290,820)

## **VILLAGE PRESIDENT & BOARD OF TRUSTEES**

Pursuant to §2-2-4 of the Municipal Code the Village President and Board of Trustees via their legislative authority established under state law are elected by the citizens of Oak Park to establish the policies related to the operation of the Village Government. The Village President and Board of Trustees are responsible for the selection and employment of the Village Manager and annually establish the goals and vision for the organization and authorize the annual budget/appropriations document to support the implementation of these goals.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
GENERAL FUND - BOARD OF TRUSTEES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1001	41010	101	510501	General Fund	Board of Trustees	Regular Salaries	(53,646)	(54,296)	(91,800)	(91,800)	(65,000)	(91,800)
1001	41010	101	520520	General Fund	Board of Trustees	Life Insurance Expense	(23)	-	(651)	(651)	(651)	(651)
1001	41010	101	520522	General Fund	Board of Trustees	Social Security Expense	(3,357)	(3,366)	(5,692)	(5,692)	(4,030)	(5,692)
1001	41010	101	520523	General Fund	Board of Trustees	Medicare Expense	(785)	(787)	(1,331)	(1,331)	(943)	(1,331)
						SUB-TOTAL FRINGE BENEFITS	(4,165)	(4,154)	(7,674)	(7,674)	(5,624)	(7,674)
1001	41010	101	530650	General Fund	Board of Trustees	Conferences Training	(3,320)	(1,280)	(7,000)	(7,000)	(7,000)	(10,000)
1001	41010	141	530650	General Fund	Board of Trustees	Conferences Training	(1,276)	-	-	-	-	-
1001	41010	142	530650	General Fund	Board of Trustees	Conferences Training	-	-	-	-	-	-
1001	41010	101	530656	General Fund	Board of Trustees	Grant Contractuals	-	-	-	-	-	-
1001	41010	101	530667	General Fund	Board of Trustees	External Support	-	-	(1,000)	(1,000)	-	-
						SUB-TOTAL CONTRACTUAL SERVICES	(4,595)	(1,280)	(8,000)	(8,000)	(7,000)	(10,000)
1001	41010	101	550601	General Fund	Board of Trustees	Printing	(332)	(244)	(500)	(500)	-	-
1001	41010	101	550602	General Fund	Board of Trustees	Membership Dues	(9,967)	(9,967)	(10,000)	(10,000)	(10,000)	(10,000)
1001	41010	101	550603	General Fund	Board of Trustees	Postage	(3)	(1)	(250)	(250)	(250)	(250)
1001	41010	101	550605	General Fund	Board of Trustees	Travel & Mileage Reimbursement	-	-	(100)	(100)	(100)	(100)
1001	41010	101	550606	General Fund	Board of Trustees	Books & Subscriptions	-	(300)	(500)	(500)	(500)	(500)
1001	41010	101	550656	General Fund	Board of Trustees	Miscellaneous Expense	-	-	(250)	(250)	(250)	(250)
1001	41010	101	560620	General Fund	Board of Trustees	Office Supplies	(347)	-	(1,250)	(1,250)	(1,250)	(1,250)
1001	41010	101	560631	General Fund	Board of Trustees	Operational Supplies	(50)	-	(2,000)	(2,000)	(2,000)	(2,000)
1001	41010	101	560637	General Fund	Board of Trustees	Operational Supplies	(523)	-	(2,000)	(2,000)	-	-
1001	41010	101	560638	General Fund	Board of Trustees	Special Events	(2,622)	(1,608)	(2,000)	(2,000)	(2,000)	(2,000)
						SUB-TOTAL MATERIALS & SUPPLIES	(13,843)	(12,119)	(18,850)	(18,850)	(16,350)	(16,350)
						TOTAL EXPENDITURES	(76,250)	(71,849)	(126,324)	(126,324)	(93,974)	(125,824)

## **Special Revenue Funds**

Special Revenue Funds are isolated from the general operations of the Village. These funds are for the financial management of Village services funded by revenues that have been earmarked for specific purposes. While the use of such revenues is sometimes guided by state and federal requirements, they can also be guided by policy directives from the Village Board of Trustees.

The Village maintains the following Special Revenue Funds:

- Community Development Block Grant (CDBG)
- Community Development Block Grant Revolving Loan Fund
- Downtown Oak Park Tax Increment Financing District Fund
- Earth Fest Fund
- Enhanced 911 Fund
- Farmer's Market
- Federal Recovered Drug Asset Forfeiture (RICO) Fund
- Foreign Fire Insurance Fund
- Harlem/Garfield Tax Increment Financing District Fund
- Madison Street Tax Increment Financing District Fund
- Motor Fuel Tax Fund
- Special Services Area (SSA) #1
- Special Services Area (SSA) #7
- State Recovered Drug Asset Forfeiture (RICO) Fund
- Sustainability Fund

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
BULLET PROOF VEST GRANT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2200	42490	101	431400	Bullet Proof Vest Grant	POLICE - Grants	Grant Revenue	-	-	2,750	2,750	2,750	7,500
2200	42490	101	560625	Bullet Proof Vest Grant	POLICE - Grants	Clothing	-	-	(2,750)	(2,750)	(2,750)	(7,500)
NET SURPLUS/(DEFICIT)							-	-	-	-	-	-



## **Community Development Block Grant (CDBG)**

### **Fund Summary**

The Community Development Block Grant (CDBG) program is HUD's most important community development program and it is one of the most flexible programs provided to the Village by the federal government. This flexibility is designed to promote innovative programs in economically disadvantaged areas of the community.

The Emergency Solutions Grant (ESG) program is designed to identify sheltered and unsheltered homeless persons, as well as those at risk of homelessness, and provide the services necessary to help those people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	Amended					
							<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2083	46201	101	431400	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Grant Revenue	424,710	1,091,422	1,898,879	1,898,879	1,898,879	1,842,537
2083	41300	101	490476	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Miscellaneous Revenue	-	123,392	-	-	-	-
2083	46201	101	490476	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Miscellaneous Revenue	171,305	-	-	-	-	-
SUB-TOTAL REVENUE							596,015	1,214,814	1,898,879	1,898,879	1,898,879	1,842,537
2083	46201	101	510501	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Regular Salaries	-	-	(138,767)	(138,767)	(138,767)	(139,325)
2083	46201	101	510503	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Overtime	-	-	(286)	(286)	(136)	(125)
2083	46201	101	520520	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Life Insurance Expense	-	-	(117)	(117)	(117)	(122)
2083	46201	101	520521	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Health Insurance Expense	-	-	(30,035)	(30,035)	(30,035)	(30,075)
2083	46201	101	520522	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Social Security Expense	-	-	(7,997)	(7,997)	(7,997)	(8,023)
2083	46201	101	520523	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Medicare Expense	-	-	(1,916)	(1,916)	(1,916)	(1,980)
2083	46201	101	520527	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	IMRF Contributions	-	-	(22,050)	(22,050)	(22,050)	(22,290)
2083	46201	101	530650	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Conferences Training	-	(15)	(3,000)	(3,000)	(3,500)	(4,500)
2083	46201	664	530650	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Conferences Training	(69)	-	-	-	-	-
2083	46201	665	530650	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Conferences Training	(179)	-	-	-	-	-
2083	46201	101	550601	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Printing	-	-	(700)	(700)	(700)	(700)
2083	46201	101	550602	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Membership Dues	-	(550)	(900)	(900)	(550)	(550)
2083	46201	101	550603	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Postage	(17)	-	(605)	(605)	(605)	(605)
2083	46201	604	550603	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Postage	(32)	-	-	-	-	-
2083	46201	655	550603	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Postage	-	(17)	-	-	-	-
2083	46201	664	550603	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Postage	(14)	-	-	-	-	-
2083	46201	665	550603	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Postage	-	(56)	-	-	-	-
2083	46201	101	550605	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Travel & Mileage Reimbursement	-	-	(205)	(205)	(205)	(200)
2083	46201	664	550605	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Travel & Mileage Reimbursement	(5)	-	-	-	-	-
2083	46201	101	550652	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Legal Postings and Doc. Fees	-	-	(1,005)	(1,005)	(1,005)	(1,010)
2083	46201	664	550652	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Legal Postings and Doc. Fees	(308)	-	-	-	-	-
2083	46201	665	550652	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Legal Postings and Doc. Fees	-	(273)	-	-	-	-
2083	46201	101	550689	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Operational Mainten Support	-	-	(233,174)	(233,174)	(233,174)	-
2083	46201	101	560620	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Office Supplies	-	-	(650)	(650)	(650)	(600)
2083	46201	664	560620	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Office Supplies	(54)	-	-	-	-	-
2083	46201	664	570711	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Software	(349)	-	-	-	-	-
2083	46201	663	583602	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Administration Village	-	-	-	-	-	-
2083	46201	664	583602	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Administration Village	(111,364)	(170,814)	-	-	-	-
2083	46201	665	583602	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Administration Village	-	(1,634)	-	-	-	-
2083	46201	101	583604	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	African American Christian Foundation	-	-	-	-	-	(3,045)
2083	46201	101	583605	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Way Back Inn	-	-	-	-	-	(7,612)
2083	46201	101	583606	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Council Chambers ADA Elevator	-	-	-	-	-	(573,750)
2083	46201	101	583608	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Ctr Planning Support	-	-	(96,000)	-	-	(94,402)
2083	46201	664	583608	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Ctr Planning Support	(48,632)	-	-	-	-	-
2083	46201	665	583608	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Ctr Planning Support	(13,707)	(82,293)	-	-	-	-
2083	46201	666	583608	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Ctr Planning Support	-	-	-	(96,000)	(96,000)	-
2083	46201	664	583614	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Catholic Charities-Accolade	(3,051)	-	-	-	-	-
2083	46201	665	583614	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Catholic Charities-Accolade	-	(4,200)	-	-	-	-
2083	46201	101	583616	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Children's Clinic	-	-	-	-	-	(23,345)
2083	46201	664	583616	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Children's Clinic	(6,350)	-	-	-	-	-
2083	46201	665	583616	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Children's Clinic	(5,517)	(16,483)	-	-	-	-

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Amended</u>	<u>2017</u>	<u>2018</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
2083	46201	664	583617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Community Support Services	(6,250)	-	-	-	-	-
2083	46201	665	583617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Community Support Services	(2,026)	(6,079)	-	-	-	-
2083	46201	664	583618	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	OPRF Food Pantry	(12,500)	-	-	-	-	-
2083	46201	101	583618	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	OPRF Food Pantry	-	-	-	-	-	(18,270)
2083	46201	665	583618	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	OPRF Food Pantry	-	(25,000)	-	-	-	-
2083	46201	101	583622	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Nami Metro Suburban	-	-	-	-	-	(10,150)
2083	46201	664	583622	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Nami Metro Suburban	(3,000)	-	-	-	-	-
2083	46201	665	583622	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Nami Metro Suburban	(2,667)	(5,333)	-	-	-	-
2083	46201	667	583622	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Nami Metro Suburban	-	-	-	-	-	-
2083	46201	101	583625	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Seguin	-	-	(40,000)	-	-	(20,300)
2083	46201	665	583625	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Seguin	-	(19,000)	-	-	-	-
2083	46201	666	583625	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Seguin	-	-	-	(40,000)	(40,000)	-
2083	46201	101	583626	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	West Cook YMCA	-	-	-	-	-	(20,300)
2083	46201	665	583626	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	West Cook YMCA	-	(14,869)	-	-	-	-
2083	46201	666	583626	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	West Cook YMCA	-	(2,739)	-	-	-	-
2083	46201	101	583628	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Parenthesis-Mothering	-	-	-	-	-	(17,255)
2083	46201	664	583628	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Parenthesis-Mothering	(5,000)	-	-	-	-	-
2083	46201	665	583628	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Parentheses-Mothering	(1,253)	(3,747)	-	-	-	-
2083	46201	101	583630	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Health Department	-	-	-	-	-	(10,150)
2083	46201	664	583630	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Health Department	(8,281)	(9,923)	-	-	-	-
2083	46201	664	583632	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Parenthesis-Parenteen	(5,250)	-	-	-	-	-
2083	46201	665	583632	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Parenthesis-Parenteen	(2,465)	(7,535)	-	-	-	-
2083	46201	101	583635	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Code Enforcement Prop Insp	-	-	(70,000)	-	-	(71,050)
2083	46201	664	583635	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Code Enforcement Prop Insp	(44,234)	(45,385)	-	-	-	-
2083	46201	666	583635	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Code Enforcement Prop Insp	-	-	-	(70,000)	(70,000)	-
2083	46201	101	583640	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Hephzibah	-	-	-	-	-	(14,718)
2083	46201	664	583640	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Hephzibah	(6,600)	-	-	-	-	-
2083	46201	665	583640	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Hephzibah	-	(15,000)	-	-	-	-
2083	46201	663	583651	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Street & Sidewalks	(10,336)	-	-	-	-	-
2083	46201	664	583651	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Street & Sidewalks	(19,025)	-	-	-	-	-
2083	46201	665	583651	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Street & Sidewalks	-	(95,000)	-	-	-	-
2083	46201	101	583652	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Capital Improvement Program	-	-	(488,759)	(493,759)	-	-
2083	46201	668	583652	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Capital Improvement Program	-	-	-	-	(118,759)	-
2083	46201	101	583652	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Capital Improvement Program	-	-	-	-	(150,000)	-
2083	46201	665	583654	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW - Sidewalks II	-	(142,500)	-	-	-	-
2083	46201	101	583656	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW Infra - Sidewalks	-	-	-	-	-	(200,000)
2083	46201	665	583656	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW Infra - Sidewalks	-	(137,695)	-	-	-	-
2083	46201	664	583656	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW - Sidewalks	(26,493)	-	-	-	-	-
2083	46201	664	583657	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW - Alley	(4,632)	-	-	-	-	-
2083	46201	665	583657	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW - Alley	-	(218,975)	(375,000)	(375,000)	-	-
2083	46201	101	583657	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW - Alley	-	-	-	-	(375,000)	(171,515)
2083	46201	101	583660	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Oak Park Housing Center	-	-	-	-	-	(60,905)
2083	46201	664	583660	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Oak Park Housing Center	(37,345)	-	-	-	-	-
2083	46201	665	583660	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Oak Park Housing Center	(9,331)	(60,669)	-	-	-	-
2083	46201	664	583663	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Vital Bridges	(1,743)	-	-	-	-	-
2083	46201	101	583678	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	PADS-Employment Readiness	-	-	-	-	-	(15,225)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2083	46201	664	583678	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	PADS-Employment Readiness	(3,319)	-	-	-	-	-
2083	46201	665	583678	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	PADS-Employment Readiness	(3,825)	(11,175)	-	-	-	-
2083	46201	665	583678	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	PADS-Employment Readiness	(890)	(4,110)	-	-	-	-
2083	46201	101	583680	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Pads Emergency Shelter	-	-	-	-	-	(17,255)
2083	46201	664	583680	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Pads Emergency Shelter	(15,797)	-	-	-	-	-
2083	46201	665	583680	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Pads Emergency Shelter	(2,269)	(7,731)	-	-	-	-
2083	46201	101	583681	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Sarahs Inn Emergency Shelter	-	-	-	-	-	(10,150)
2083	46201	664	583681	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Sarahs Inn Emergency Shelter	(4,280)	-	-	-	-	-
2083	46201	665	583681	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Sarahs Inn Emergency Shelter	(2,358)	(6,142)	-	-	-	-
2083	46201	101	583697	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	S108 Loan Consultant Fees	-	-	-	-	(35,000)	-
2083	46201	101	585611	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP SFR/SRR Imp.	-	-	(80,000)	(80,000)	(80,000)	(85,000)
2083	46201	663	585611	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP SFR/SRR Imp.	(56,000)	(77,365)	-	-	-	-
2083	46201	664	585611	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP SFR/SRR Imp.	(5,299)	-	-	-	-	-
2083	46201	101	585612	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Rehab Property Grants	-	-	(207,713)	(207,713)	(207,713)	(98,035)
2083	46201	663	585612	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Rehab Property Grants	(9,375)	-	-	-	-	-
2083	46201	664	585612	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Rehab Property Grants	(50,185)	(2,375)	-	-	-	-
2083	46201	665	585612	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Rehab Property Grants	-	(8,925)	-	-	-	-
2083	46201	667	585612	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Rehab Property Grants	-	-	-	-	-	-
2083	46201	101	585617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP Small Rental Rehab	-	-	(100,000)	(100,000)	(100,000)	(90,000)
2083	46201	663	585617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP Small Rental Rehab	(10,000)	-	-	-	-	-
2083	46201	664	585617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP Small Rental Rehab	(28,586)	-	-	-	-	-
2083	46201	665	585617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP Small Rental Rehab	(5,750)	(30,000)	-	-	-	-
SUB-TOTAL EXPENDITURES							(596,014)	(1,233,605)	(1,898,879)	(1,903,879)	(1,713,879)	(1,842,537)
NET SURPLUS/(DEFICIT)							-	(18,791)	-	(5,000)	185,000	-

Beginning Audited Fund Balance 1/1/17  
2017 Projected Surplus (Deficit)  
Ending Projected Fund Balance 12/31/17

(18,791)  
185,000  
166,209

Estimated Fund Balance 1/1/18  
2018 Budgeted Surplus (Deficit)  
Ending Estimated Fund Balance 12/31/18

166,209  
-  
166,209

## **Community Development Revolving Loan Fund**

### **Fund Summary**

At present, funding for the single family rehab loan program is from the Village's Revolving Loan Fund. The Revolving Loan Fund consists of funds that were re-paid by prior homeowners. Additionally, we give homeowners with lead based paint hazards a grant using CDBG funds to correct such hazards.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
EMERGENCY SOLUTIONS GRANT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
2080	46201	101	431481	Emergency Solutions Grant	DCS - Neig. Serv.	Emergency Shelter Grants	41,007	112,696	135,513	135,513	135,513	136,947
2080	46201	101	441462	Emergency Solutions Grant	DCS - Neig. Serv.	IMET Recovery	-	-	-	-	-	-
SUB-TOTAL REVENUE							41,007	112,696	135,513	135,513	135,513	136,947
2080	46201	101	583602	Emergency Solutions Grant	DCS - Neig. Serv.	Administration Village	-	-	-	(10,163)	(10,163)	(10,271)
2080	46201	675	583602	Emergency Solutions Grant	DCS - Neig. Serv.	Administration Village	(1,334)	(12,090)	(10,163)	-	-	-
2080	46201	101	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	-	-	-	-	-	(42,098)
2080	46201	673	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	(10,435)	-	-	-	-	-
2080	46201	101	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	-	-	-	(52,457)	(52,457)	-
2080	46201	675	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	(5,714)	(34,586)	(52,457)	-	-	-
2080	46201	101	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	-	-	-	(22,842)	(22,842)	-
2080	46201	673	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	(12,343)	-	-	-	-	-
2080	46201	675	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	(5,150)	(16,050)	(22,842)	-	-	-
2080	46201	101	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	-	-	-	-	-	(24,346)
2080	46201	101	583704	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Homeless Prev	-	-	-	(18,205)	(18,205)	(31,446)
2080	46201	675	583704	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Homeless Prev	(2,460)	(28,540)	(18,205)	-	-	-
2080	46201	101	583705	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Street Outreach	-	-	-	(21,846)	(21,846)	(18,642)
2080	46201	675	583705	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Street Outreach	(3,570)	(11,430)	(21,846)	-	-	-
2080	46201	101	583706	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS-HMIS	-	-	-	(10,000)	(10,000)	-
2080	46201	673	583706	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS-HMIS	-	-	(10,000)	-	-	-
2080	46201	101	583707	Emergency Solutions Grant	DCS - Neig. Serv.	ESG - HMIS	-	-	-	-	-	(10,144)
2080	46201	675	583707	Emergency Solutions Grant	DCS - Neig. Serv.	ESG - HMIS	-	(10,000)	-	-	-	-
SUB-TOTAL EXPENDITURES							(41,007)	(112,696)	(135,513)	(135,513)	(135,513)	(136,947)
NET SURPLUS/(DEFICIT)							-	-	-	-	-	-
Beginning Audited Fund Balance 1/1/17							-					
2017 Projected Surplus (Deficit)							-					
Ending Projected Fund Balance 12/31/17							-					
Estimated Fund Balance 1/1/18							-					
2018 Budgeted Surplus (Deficit)							-					
Ending Estimated Fund Balance 12/31/18							-					

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
COOK COUNTY LEAD HAZARD PREVENTION GRANT

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2079	46206	101	441462	Cook County Lead Hazard Prevention DCS	DCS Neighborhood Services	Miscellaneous Revenue	-	21,350	80,000	80,000	40,000	80,000
2079	46206	101	585612	Cook County Lead Hazard Prevention DCS	DCS Neighborhood Services	Lead Hazard Control Grants	-	(21,350)	(80,000)	(80,000)	(40,000)	(80,000)
NET SURPLUS/(DEFICIT)							-	-	-	-	-	-
Beginning Audited Fund Balance 1/1/17									-			
2017 Projected Surplus (Deficit)									-			
Ending Projected Fund Balance 12/31/17									-			
Estimated Fund Balance 1/1/18											-	
2018 Budgeted Surplus (Deficit)											-	
Ending Estimated Fund Balance 12/31/18											-	

## **Downtown Oak Park Tax Increment Financing (DTOP TIF) District**

### **Fund Summary:**

The Downtown Oak Park Tax Increment Financing (DTOP TIF) District was established in 1983 with the intent of revitalizing the downtown business district. Revenues are generated by incremental property taxes calculated by taking the overall property rate multiplied by the incremental equalized assessed valuation (EAV) above and beyond the frozen or base EAV when the TIF was first adopted. The intent is to use this increment for economic development projects, enhancing the tax base to develop above what development would have occurred otherwise. This fund is subject to the 2011 TIF settlement agreement.

The 2011 TIF settlement agreement was amended in 2013 to provide for the capture of increments for public infrastructure costs associated with the proposed development of Colt-Westgate properties generally located east of Harlem Avenue between Lake & North Boulevard.



**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
DOWNTOWN TIF FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2098	41300	101	411401	Downtown TIF Fund	Finance	Property Tax Levy	8,259,348	8,485,002	8,692,000	8,692,000	10,097,000	10,100,000
2098	41300	101	441462	Downtown TIF Fund	Finance	Miscellaneous Income	0	-	-	-	-	-
2098	41300	101	461490	Downtown TIF Fund	Finance	Interest Revenue	3,634	3,538	2,000	2,000	2,500	2,500
2098	41300	101	462477	Downtown TIF Fund	Finance	Rental of Property	15,246	-	-	-	-	-
2098	41300	101	493810	Downtown TIF Fund	Finance	IMET Recovery	431	-	-	-	-	-
SUB-TOTAL REVENUE							8,278,658	8,488,540	8,694,000	8,694,000	10,099,500	10,102,500
2098	46260	101	530667	Downtown TIF Fund	Finance	External Support	-	-	-	(667,615)	(667,615)	-
2098	41300	101	540691	Downtown TIF Fund	Finance	Water Charges	(11,599)	(764)	-	-	-	-
2098	41300	101	580680	Downtown TIF Fund	Finance	Tax Agency Distribution	(4,171,545)	(3,123,377)	(6,370,477)	(6,370,477)	(7,282,429)	(7,889,787)
2098	41300	158	581801	Downtown TIF Fund- 2011A	Finance	Bond Principal Payment	(585,000)	(600,000)	(620,000)	(620,000)	(620,000)	(640,000)
2098	41300	181	581801	Downtown TIF Fund	Finance	Bond Principal Payment	-	(770,000)	-	-	-	-
2098	41300	182	581801	Downtown TIF Fund- 2006D	Finance	Bond Principal Payment	(720,000)	-	PAID OFF	PAID OFF	-	-
2098	41300	182	581801	Downtown TIF Fund- 2006C	Finance	Bond Principal Payment	-	-	(790,000)	(790,000)	(790,000)	(820,000)
2098	41300	158	581802	Downtown TIF Fund- 2011A	Finance	Bond Interest Expense	(86,350)	(74,500)	(61,525)	(61,525)	(61,525)	(46,550)
2098	41300	181	581802	Downtown TIF Fund- 2006C	Finance	Bond Interest Expense	(413,563)	(413,563)	(382,762)	(382,762)	-	-
2098	41300	182	581802	Downtown TIF Fund- 2006D	Finance	Bond Interest Expense	(36,000)	-	PAID OFF	PAID OFF	(382,762)	(351,163)
2098	41300	101	582101	Downtown TIF Fund	Finance	Loss on Land Held for Resale	(6,296,732)	-	-	-	-	-
2098	41300	101	591825	Downtown TIF Fund	Finance	Transfer To Debt Service Fund	-	-	-	-	-	-
2098	41300	101	591860	Downtown TIF Fund	Finance	Transfer To Parking	-	-	-	-	-	-
2098	41300	101	591890	Downtown TIF Fund	Finance	Transfer To SSA#1	-	(3,700,000)	(469,236)	(469,236)	(295,169)	(355,000)
SUB-TOTAL EXPENDITURES							(12,320,789)	(8,682,204)	(8,694,000)	(9,361,615)	(10,099,500)	(10,102,500)
NET SURPLUS/(DEFICIT)							(4,042,131)	(193,663)	(0)	(667,615)	-	-

*Note: 2006C Bonds are sales tax revenue (not GO) and County does not levy for it.*

Beginning Audited Fund Balance 1/1/17	3,689,191
2017 Projected Surplus (Deficit)	-
Ending Projected Fund Balance 12/31/17	<u>3,689,191</u>

Estimated Fund Balance 1/1/18	3,689,191
2018 Budgeted Surplus (Deficit)	-
Ending Estimated Fund Balance 12/31/18	<u>3,689,191</u>

## **Earth Fest**

### **Fund Summary**

The Village hosts an annual special event known as Earth Fest in April. It is held at the Public Works Center and is supported by sponsorships from various local companies and Keep IL Beautiful grant funds when available.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
EARTH FEST FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
5057	43760	101	491499	Earth Fest	DPW - Environmental Services	Transfer from Other Funds	-	-	-	-	-	4,000
5057	43760	780	441462	Earth Fest	DPW - Environmental Services	Miscellaneous Revenue	1,325	3,300	3,000	3,000	3,000	3,000
SUB-TOTAL REVENUE							1,325	3,300	3,000	3,000	3,000	7,000
5057	43760	101	530667	Earth Fest	DPW - Environmental Services	External Support	-	(3,065)	(3,600)	(3,600)	(3,456)	(3,600)
5057	43760	796	530667	Earth Fest	DPW - Environmental Services	External Support	(2,010)	-	-	-	-	-
5057	43760	101	560620	Earth Fest	DPW - Environmental Services	Office Supplies	-	(77)	(400)	(400)	(389)	(400)
5057	43760	101	560631	Earth Fest	DPW - Environmental Services	Operational Supplies	-	(972)	(1,000)	(1,000)	(1,031)	(1,000)
5057	43760	796	560631	Earth Fest	DPW - Environmental Services	Operational Supplies	(2,291)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							(4,301)	(4,114)	(5,000)	(5,000)	(4,876)	(5,000)
NET SURPLUS/(DEFICIT)							(2,976)	(814)	(2,000)	(2,000)	(1,876)	2,000
Beginning Audited Fund Balance 1/1/17							787					
2017 Projected Surplus (Deficit)							(1,876)					
Ending Projected Fund Balance 12/31/17							(1,089)					
Estimated Fund Balance 1/1/18							(1,089)					
2018 Budgeted Surplus (Deficit)							2,000					
Ending Estimated Fund Balance 12/31/18							911					

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**E911 FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>
2033	41300	101	416482	Enhanced E-911 Fund	POLICE - Dispatch	E911 Surcharge	60,000	-	Transferred to GF
2033	42610	101	416482	Enhanced E-911 Fund	POLICE - Dispatch	E911 Surcharge	555,008	537,480	Transferred to GF
2033	41300	101	461490	Enhanced E-911 Fund	POLICE - Dispatch	Interest Revenue	149	335	Transferred to GF
2033	42610	101	491401	Enhanced E-911 Fund	POLICE - Dispatch	Transfer From General Fund	631,704	1,077,000	Transferred to GF
SUB-TOTAL REVENUE							<u>1,246,861</u>	<u>1,614,815</u>	<u>-</u>
2033	42610	101	530660	Enhanced E-911 Fund	POLICE - Dispatch	General Contractuals	(13,834)	(7,206)	Transferred to GF
2033	42620	101	530660	Enhanced E-911 Fund	POLICE - Dispatch	General Contractuals	-	(948)	Transferred to GF
2033	42610	101	530681	Enhanced E-911 Fund	POLICE - Dispatch	WSCDC Contract	-	-	Transferred to GF
2033	42620	101	530681	Enhanced E-911 Fund	POLICE - Dispatch	WSCDC Contract	(1,369,966)	(1,434,345)	Transferred to GF
2033	42620	101	540690	Enhanced E-911 Fund	POLICE - Dispatch	Telecommunication Charges	-	(3,485)	Transferred to GF
2033	42610	101	550673	Enhanced E-911 Fund	POLICE - Dispatch	Repairs	(130)	-	Transferred to GF
2033	42620	101	550673	Enhanced E-911 Fund	POLICE - Dispatch	Repairs	(1,429)	(845)	Transferred to GF
2033	42610	101	570710	Enhanced E-911 Fund	POLICE - Dispatch	Equipment	(4,320)	(9,175)	Transferred to GF
2033	42620	101	570710	Enhanced E-911 Fund	POLICE - Dispatch	Equipment	-	(3,672)	Transferred to GF
2033	42610	101	570711	Enhanced E-911 Fund	POLICE - Dispatch	Software	-	-	Transferred to GF
2033	42610	101	570720	Enhanced E-911 Fund	POLICE - Dispatch	Computer Equipment	(15,404)	(4,405)	Transferred to GF
2033	42620	101	570720	Enhanced E-911 Fund	POLICE - Dispatch	Computer Equipment	-	-	Transferred to GF
SUB-TOTAL EXPENDITURES							<u>(1,405,082)</u>	<u>(1,464,081)</u>	<u>-</u>
NET SURPLUS/(DEFICIT)							<u>(158,220)</u>	<u>150,734</u>	<u>-</u>

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
EMERGENCY SOLUTIONS GRANT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2080	46201	101	431481	Emergency Solutions Grant	DCS - Neig. Serv.	Emergency Solutions Grants	41,007	112,696	135,513	135,513	135,513	136,947
						SUB-TOTAL REVENUE	41,007	112,696	135,513	135,513	135,513	136,947
2080	46201	101	583602	Emergency Solutions Grant	DCS - Neig. Serv.	Administration Village	-	-	-	(10,163)	(10,163)	(10,271)
2080	46201	675	583602	Emergency Solutions Grant	DCS - Neig. Serv.	Administration Village	(1,334)	(12,090)	(10,163)	-	-	-
2080	46201	101	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	-	-	-	-	-	(42,098)
2080	46201	673	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	(10,435)	-	-	-	-	-
2080	46201	101	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	-	-	-	(52,457)	(52,457)	-
2080	46201	675	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	(5,714)	(34,586)	(52,457)	-	-	-
2080	46201	101	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	-	-	-	(22,842)	(22,842)	-
2080	46201	673	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	(12,343)	-	-	-	-	-
2080	46201	675	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	(5,150)	(16,050)	(22,842)	-	-	-
2080	46201	101	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	-	-	-	-	-	(24,346)
2080	46201	101	583704	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Homeless Prev	-	-	-	(18,205)	(18,205)	(31,446)
2080	46201	675	583704	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Homeless Prev	(2,460)	(28,540)	(18,205)	-	-	-
2080	46201	101	583705	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Street Outreach	-	-	-	(21,846)	(21,846)	(18,642)
2080	46201	675	583705	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Street Outreach	(3,570)	(11,430)	(21,846)	-	-	-
2080	46201	101	583706	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS-HMIS	-	-	-	(10,000)	(10,000)	-
2080	46201	673	583706	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS-HMIS	-	-	(10,000)	-	-	-
2080	46201	101	583707	Emergency Solutions Grant	DCS - Neig. Serv.	ESG - HMIS	-	-	-	-	-	(10,144)
2080	46201	675	583707	Emergency Solutions Grant	DCS - Neig. Serv.	ESG - HMIS	-	(10,000)	-	-	-	-
						SUB-TOTAL EXPENDITURES	(41,007)	(112,696)	(135,513)	(135,513)	(135,513)	(136,947)
						NET SURPLUS/(DEFICIT)	-	-	-	-	-	-
						Beginning Audited Fund Balance 1/1/17			-			
						2017 Projected Surplus (Deficit)			-			
						Ending Projected Fund Balance 12/31/17			-			
						Estimated Fund Balance 1/1/18					-	
						2018 Budgeted Surplus (Deficit)					-	
						Ending Estimated Fund Balance 12/31/18					-	

## **Farmer's Market**

### **Fund Summary**

The Oak Park Farmers' Market offers high quality, locally grown produce. The Market offers a vision of stepping back to simpler times when produce could be purchased directly from farmers.

The Market is open every Saturday beginning the second to last Saturday of May through October. Market hours are 7 a.m. - 1 p.m. Pilgrim Church, right next door to where the market is held, offers fresh warm donuts, juice and coffee, with live bluegrass music nearby. The Oak Park Farmers' Market is located at 460 Lake St., just one block west of Ridgeland Avenue. The [Farmers' Market Commission](#), which oversees the Oak Park Farmer's Market, is comprised of volunteers appointed by the Village Board to coordinate and promote outdoor food and produce marketing. The Commission's 11 members each serve three-year terms.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
FARMERS MARKET FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2027	43014	101	447465	Farmers Market Com	HEALTH - Farmer's Market	Farmers Market Seasonal Fees	20,198	19,948	21,000	21,000	21,000	21,000
2027	43014	101	447476	Farmers Market Com	HEALTH - Farmer's Market	Sale Of Market Merchandise	3,851	3,467	4,500	4,500	3,300	3,500
2027	43014	101	447478	Farmers Market Com	HEALTH - Farmer's Market	Corn Roast Revenue	1,838	1,448	1,800	1,800	1,800	1,800
SUB-TOTAL REVENUE							25,887	24,863	27,300	27,300	26,100	26,300
2027	43014	101	530667	Farmers Market Com	HEALTH - Farmer's Market	External Support	(18,707)	(15,462)	(19,000)	(19,000)	(23,725)	(24,000)
2027	43014	101	530675	Farmers Market Com	HEALTH - Farmer's Market	Bank Charges	(483)	(169)	(2,500)	(2,500)	(700)	(800)
2027	43014	101	530851	Farmers Market Com	HEALTH - Farmer's Market	Crossing Guard Sharing Program	(8,063)	(11,750)	(12,000)	(12,000)	(10,461)	(11,000)
2027	43014	101	540669	Farmers Market Com	HEALTH - Farmer's Market	Rent Expense	(6,200)	(4,872)	(4,905)	(4,905)	(4,946)	(5,020)
2027	43014	101	550601	Farmers Market Com	HEALTH - Farmer's Market	Printing	(283)	(710)	(300)	(300)	(300)	(300)
2027	43014	101	550603	Farmers Market Com	HEALTH - Farmer's Market	Postage	(5)	(9)	(50)	(50)	(50)	(50)
2027	43014	101	560631	Farmers Market Com	HEALTH - Farmer's Market	Operational Supplies	(3,396)	(5,206)	(5,000)	(5,000)	(5,000)	(5,000)
2027	43014	101	560638	Farmers Market Com	HEALTH - Farmer's Market	Special Events	(362)	(519)	(900)	(900)	(900)	(900)
2027	43014	101	560639	Farmers Market Com	HEALTH - Farmer's Market	Advertising	-	-	(500)	(500)	(500)	(500)
SUB-TOTAL EXPENDITURES							(37,499)	(38,697)	(45,155)	(45,155)	(46,582)	(47,570)
NET SURPLUS/(DEFICIT)							(11,612)	(13,834)	(17,855)	(17,855)	(20,482)	(21,270)

Beginning Audited Fund Balance 1/1/17	5,963
2017 Projected Surplus (Deficit)	(20,482)
Ending Projected Fund Balance 12/31/17	(14,519)

Estimated Fund Balance 1/1/18	(14,519)
2018 Budgeted Surplus (Deficit)	(21,270)
Ending Estimated Fund Balance 12/31/18	(35,789)

## **Federal RICO Fund**

### **Fund Summary**

The Federal Recovered Drug Asset Forfeiture Fund is a fund by which assets related to drug crimes can be seized by federal government. A percentage of those seized assets can then be turned over to the involved local enforcement agencies. Proceeds can only be used for law enforcement purposes and have been utilized in the past to purchase police vehicles and other crime fighting equipment.



VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
FEDERAL RICO FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
2024	42480	101	441475	Federal RICO Forfeiture Fund	POLICE	Recovered Damages	-	20,874	25,000	25,000	25,000	25,000
2024	42480	101	452485	Federal RICO Forfeiture Fund	POLICE	Asset Seizures Forfeitures	198,953	271,838	148,225	148,225	125,000	125,000
2024	42480	101	461490	Federal RICO Forfeiture Fund	POLICE	Interest Revenue	96	6	25	25	-	-
2024	42480	101	462476	Federal RICO Forfeiture Fund	POLICE	Gain/Loss on Sale of Property	18,987	10,017	10,000	10,000	200,000	15,000
SUB-TOTAL REVENUE							218,036	302,736	183,250	183,250	350,000	165,000
2024	42400	101	530650	Federal RICO Forfeiture Fund	POLICE	Conferences Training	-	-	(1,500)	(1,500)	(1,500)	-
2024	42400	101	550705	Federal RICO Forfeiture Fund	POLICE	Ammunition and Guns	-	-	(10,000)	(10,000)	(10,000)	-
2024	42480	101	560631	Federal RICO Forfeiture Fund	POLICE	Operational Supplies	(1,704)	(32,425)	-	-	-	-
2024	42480	412	560631	Federal RICO Forfeiture Fund	POLICE	Operational Supplies	-	-	-	-	-	-
2024	42480	101	560637	Federal RICO Forfeiture Fund	POLICE	Vehicle Equipment Parts	(34,594)	(53,943)	(20,000)	(20,000)	(20,000)	-
2024	42480	101	560652	Federal RICO Forfeiture Fund	POLICE	Employee Physicals	(2,286)	(2,208)	(1,500)	(1,500)	(1,500)	-
2024	42400	101	560655	Federal RICO Forfeiture Fund	POLICE	Reimbursements	-	-	(250)	(250)	(250)	-
2024	42480	101	570750	Federal RICO Forfeiture Fund	POLICE	Vehicles	-	(206,488)	-	-	-	-
2024	42480	101	591832	Federal RICO Forfeiture Fund	POLICE	Transfer To Fleet Replacement	-	-	(150,000)	(150,000)	(150,000)	(300,000)
SUB-TOTAL EXPENDITURES							(38,583)	(295,064)	(183,250)	(183,250)	(183,250)	(300,000)
NET SURPLUS/(DEFICIT)							179,452	7,671	-	-	166,750	(135,000)

Beginning Audited Fund Balance 1/1/17	418,365
2017 Projected Surplus (Deficit)	166,750
Ending Projected Fund Balance 12/31/17	585,115

Estimated Fund Balance 1/1/18	585,115
2018 Budgeted Surplus (Deficit)	(135,000)
Ending Estimated Fund Balance 12/31/18	450,115

## **Foreign Fire Insurance Fund**

### **Fund Summary**

The Foreign Fire Insurance program is comprised of a Board of Directors that is elected from the members of the Oak Park Fire Department. The mission of the Board is to receive and account for revenues from the tax issued on fire insurance policies sold by foreign (out of state) insurance companies, and to use such funds for the maintenance, use, and benefit of the Oak Park Fire Department.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
FOREIGN FIRE INSURANCE FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2014	42550	101	435481	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Foreign Fire Insurance Allot	91,030	95,096	91,500	91,500	95,000	95,000
2014	42550	101	461490	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Interest Revenue	40	-	40	40	-	-
SUB-TOTAL REVENUES							<u>91,069</u>	<u>95,096</u>	<u>91,540</u>	<u>91,540</u>	<u>95,000</u>	<u>95,000</u>
2014	42550	101	530660	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	General Contractuals	(144)	(7,271)	(14,000)	(14,000)	(7,000)	(10,000)
2014	42550	101	540689	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Cable Television	(10,591)	(8,063)	(12,000)	(12,000)	(10,000)	(12,000)
2014	42550	101	570720	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Computer Equipment	(3,099)	(43,671)	(25,000)	(25,000)	(25,000)	(50,000)
2014	42550	101	570725	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Office Equipment	(10,452)	(42,726)	(25,000)	(25,000)	(25,000)	(50,000)
2014	42550	101	591832	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Transfer to Fleet Replacement	-	-	-	-	-	-
2014	42550	101	591895	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Transfer to Cip Fund	-	(20,000)	-	-	-	-
SUB-TOTAL EXPENDITURES							<u>(24,286)</u>	<u>(121,731)</u>	<u>(76,000)</u>	<u>(76,000)</u>	<u>(67,000)</u>	<u>(122,000)</u>
NET SURPLUS/(DEFICIT)							<u>66,784</u>	<u>(26,635)</u>	<u>15,540</u>	<u>15,540</u>	<u>28,000</u>	<u>(27,000)</u>

Beginning Audited Fund Balance 1/1/17	201,661
2017 Projected Surplus (Deficit)	<u>28,000</u>
Ending Projected Fund Balance 12/31/17	<u>229,661</u>

Estimated Fund Balance 1/1/18	229,661
2018 Budgeted Surplus (Deficit)	<u>(27,000)</u>
Ending Estimated Fund Balance 12/31/18	<u>202,661</u>

## **Harlem/Garfield Tax Increment Financing District**

### **Fund Summary**

The Harlem/Garfield Tax Increment Financing (TIF) District was originally created in 1993 for the purpose of remediation of the site for a retail redevelopment project. Due to financial circumstances, the development never occurred. In 2003, the Village approved a Business Retention Agreement to move the Volvo Dealership from Madison Street to the corner of Harlem & Garfield. In 2015 RRV Motorcars II, LLC (Autobarn) purchased the dealership from Oak Park Volvo. The Village entered into a Redevelopment Agreement with Autobarn. The agreement provided that the Village would provide Autobarn with a \$1 Million loan from the TIF forgivable over a 15 year period. The TIF expires on December 31, 2018.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
HARLEM GARFIELD TIF FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Amended</u>	<u>2017</u>	<u>2018</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
2073	41300	101	411401	Harlem-Garfield TIF Fund	Finance	Property Tax Levy	159,608	174,251	175,000	175,000	193,400	CLOSED
2073	41300	101	461490	Harlem-Garfield TIF Fund	Finance	Interest Revenue	367	535	265	265	250	CLOSED
2073	41300	101	493810	Harlem-Garfield TIF Fund	Finance	IMET Recovery	258	-	-	-	-	CLOSED
SUB-TOTAL REVENUE							160,233	174,786	175,265	175,265	193,650	-
2073	41300	101	580680	Harlem-Garfield TIF Fund	Finance	Tax Agency Distribution	-	-	(509,262)	(509,262)	(612,168)	CLOSED
2073	41300	101	530667	Harlem-Garfield TIF Fund	Finance	External Support	(14,042)	-	-	-	-	CLOSED
2073	41300	101	570698	Harlem-Garfield TIF Fund	Finance	Economic Development Initiative	(1,000,000)	-	(100,000)	(100,000)	(15,000)	CLOSED
SUB-TOTAL EXPENDITURES							(1,014,042)	-	(609,262)	(609,262)	(627,168)	-
NET SURPLUS/(DEFICIT)							(853,809)	174,786	(433,997)	(433,997)	(433,518)	-

Beginning Audited Fund Balance 1/1/17  
2017 Projected Surplus (Deficit)  
Ending Projected Fund Balance 12/31/17

433,518  
(433,518)  
-

**FISCAL YEAR 2018 BUDGET**  
**HEALTH GRANTS FUND**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	2017	Projected	Budget
2101	44560	101	431400	Dental Sealants 2012-13	HEALTH - Health Grants	Grant Revenue	446	213	-	-	-	-
2102	44560	101	431400	Dental Sealants 2013-14	HEALTH - Health Grants	Grant Revenue	(7)	-	330	330	-	-
2103	44560	101	431400	Dental Sealants 2014-15	HEALTH - Health Grants	Grant Revenue	259	-	329	329	-	-
2104	44560	101	431400	Medicare Claim B	HEALTH - Health Grants	Grant Revenue	3	-	-	-	-	-
2106	44560	101	431400	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Grant Revenue	9,153	-	-	-	-	-
2107	44560	101	431400	CCDPH Mosq Prevent 2016	HEALTH - Health Grants	Grant Revenue	-	6,599	-	-	-	-
2108	44560	101	431400	Cook County - WNV Grant FY 2017	HEALTH - Health Grants	Grant Revenue	-	-	6,598	6,598	9,188	9,188
2111	44560	101	431400	Cities Readiness Init 2014-15	HEALTH - Health Grants	Grant Revenue	21,992	-	-	-	-	-
2112	44560	101	431400	Cities Readiness Init 2015-16	HEALTH - Health Grants	Grant Revenue	20,344	22,530	20,892	20,892	23,387	-
2113	44560	101	431400	Cities Readiness Init 2011-12	HEALTH - Health Grants	Grant Revenue	-	20,407	20,891	20,891	20,091	-
2114	44560	101	431400	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Grant Revenue	-	-	-	-	-	42,487
2115	44560	101	431400	CDBG Double Couple 2014-15	HEALTH - Health Grants	Grant Revenue	8,281	-	-	-	-	-
2116	44560	101	431400	FM Healthy Incentive 2016	HEALTH - Health Grants	Grant Revenue	-	9,923	-	-	-	-
2117	44560	101	431400	CDBG Farmer's Market Incen. FY 2017	HEALTH - Health Grants	Grant Revenue	-	-	10,000	10,000	10,000	13,149
2118	44560	101	431400	Shawnash Double Coupon FY18	HEALTH - Health Grants	Grant Revenue	-	607	-	-	6,485	6,486
2119	44560	101	431400	Exp. Station Link Up IL FY 2018	HEALTH - Health Grants	Grant Revenue	-	-	-	-	-	2,998
2124	44560	101	431400	Tattoo Facility 2012-13	HEALTH - Health Grants	Grant Revenue	-	-	500	500	500	-
2125	44560	101	431400	Tattoo Facility Inspect 2014-15	HEALTH - Health Grants	Grant Revenue	2,250	3,150	-	-	-	-
2129	44560	101	431400	FM Double Coupon 2013	HEALTH - Health Grants	Grant Revenue	722	-	-	-	-	-
2130	44560	101	431400	Family Case Mgmt 2013-14	HEALTH - Health Grants	Grant Revenue	8,680	-	15,500	15,500	-	-
2131	44560	101	431400	IDHS - Family Case Mgmt FY 2018	HEALTH - Health Grants	Grant Revenue	900	-	15,500	15,500	-	47,970
2134	44560	101	431400	Family Case Mgmt 2012-13	HEALTH - Health Grants	Grant Revenue	3,984	-	-	-	-	-
2136	44560	101	431400	PHIMC HIV 2014	HEALTH - Health Grants	Grant Revenue	2,500	8,210	-	-	-	-
2137	44560	101	431400	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Grant Revenue	-	9,999	11,000	11,000	29,470	29,470
2150	44560	101	431400	IDPH Tan Facil Inspt 2013-14	HEALTH - Health Grants	Grant Revenue	-	150	-	-	-	-
2155	44560	101	431400	IDPH Tan Facil Inspt 2014-15	HEALTH - Health Grants	Grant Revenue	950	45	-	-	-	-
2156	44560	101	431400	W Nile Virus Prevent 2015-16	HEALTH - Health Grants	Grant Revenue	7,421	2,579	-	-	-	-
2157	44560	101	431400	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Grant Revenue	-	4,804	2,500	2,500	6,656	-
2158	44560	101	431400	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Grant Revenue	-	-	7,500	7,500	7,257	10,000
2162	44560	101	431400	Lead Poisoning 2011-12	HEALTH - Health Grants	Grant Revenue	-	1,612	-	-	-	-
2163	44560	101	431400	IDPH - Lead Case Mgmt. FY 2018	HEALTH - Health Grants	Grant Revenue	-	-	-	-	4,200	10,400
2170	44560	101	431400	IDPH Local Health Protect 2013-14	HEALTH - Health Grants	Grant Revenue	230	-	-	-	-	-
2171	44560	101	431400	Local Health Protect 2014-15	HEALTH - Health Grants	Grant Revenue	31,371	-	-	-	-	-
2172	44560	101	431400	Local Health Protect 2015-16	HEALTH - Health Grants	Grant Revenue	31,601	31,601	-	-	-	-
2173	44560	101	431400	Local Health Protect 2016-17	HEALTH - Health Grants	Grant Revenue	-	31,600	31,601	31,601	31,603	-
2174	44560	101	431400	IDPH - Local Health Protection FY2018	HEALTH - Health Grants	Grant Revenue	-	-	31,600	31,600	31,600	67,258
2175	44560	101	431400	IDPH - Medical Reserve Corp	HEALTH - Health Grants	Grant Revenue	290	-	-	-	-	10,893
2180	44560	101	431400	Pub Hlth Emerg Prep 2013-14	HEALTH - Health Grants	Grant Revenue	535	-	-	-	-	-
2181	44560	101	431400	Pub Hlth Emerg Prep 2014-15	HEALTH - Health Grants	Grant Revenue	27,976	-	-	-	-	-
2182	44560	101	431400	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Grant Revenue	24,464	26,490	-	-	-	-
2183	44560	101	431400	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Grant Revenue	-	22,891	25,109	25,109	32,480	-
2184	44560	101	431400	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Grant Revenue	-	-	25,110	25,110	24,908	52,007
2186	44560	101	431400	Teen Preg Prevent 2014-15	HEALTH - Health Grants	Grant Revenue	17,063	102	-	-	-	-
2187	44560	101	431400	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Grant Revenue	7,423	20,081	-	-	-	-
2188	44560	101	431400	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Grant Revenue	-	6,029	13,851	13,851	-	-
2189	44560	101	431400	Teen Preg Prevent 2012-13	HEALTH - Health Grants	Grant Revenue	-	-	13,850	13,850	-	-
2190	44560	101	431400	IL Tobacco Free 2013-14	HEALTH - Health Grants	Grant Revenue	-	109	-	-	-	-
2191	44560	101	431400	IL Tobacco Free 2014-15	HEALTH - Health Grants	Grant Revenue	9,906	-	-	-	-	-
2192	44560	101	431400	IL Tobacco Free 2015-16	HEALTH - Health Grants	Grant Revenue	3,561	4,755	-	-	-	-

**FISCAL YEAR 2018 BUDGET**  
**HEALTH GRANTS FUND**

Fund	Dept	Program	Account	Description	Department	Description	2015 Actual	2016 Actual	2017 Budget	Amended		2018 Budget
										2017 Budget	2017 Projected	
2193	44560	101	431400	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Grant Revenue	-	4,453	10,228	10,228	14,336	-
2194	44560	101	431400	IDPH - IL Tobacco Free Comm FY 2018	HEALTH - Health Grants	Grant Revenue	-	-	10,228	10,228	10,180	20,456
2196	44560	101	431400	Medicaid Claim -B	HEALTH - Health Grants	Grant Revenue	-	9,966	9,000	9,000	-	-
2197	44560	101	431400	PH Prep against EBOLA 15-16	HEALTH - Health Grants	Grant Revenue	5,562	4,438	-	-	-	-
2198	44560	101	431400	IDPH FY Body Art FY 2018	HEALTH - Health Grants	Grant Revenue	-	-	400	400	3,375	3,875
SUB TOTAL REVENUES							247,861	253,341	282,517	282,517	265,716	326,637
2101	44560	101	530664	Dental Sealants 2012-13	HEALTH - Health Grants	Dental Sealant Services	(446)	(213)	-	-	-	-
2102	44560	101	530664	Dental Sealants 2013-14	HEALTH - Health Grants	Dental Sealant Services	-	-	(330)	(330)	-	-
2103	44560	101	530664	Dental Sealants 2014-15	HEALTH - Health Grants	Dental Sealant Services	(259)	-	(329)	(329)	-	-
2104	44560	101	560631	Dental Sealants 2015-16	HEALTH - Health Grants	Operational Supplies	(3)	-	-	-	-	-
2106	44560	101	510501	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Regular Salaries	(5,350)	-	-	-	-	-
2106	44560	101	520999	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Grant Admin. - Benefits	(2,466)	-	-	-	-	-
2106	44560	101	550601	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Printing	(511)	-	-	-	-	-
2106	44560	101	560631	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Operational Supplies	(825)	-	-	-	-	-
2107	44560	101	510501	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Regular Salaries	-	(3,879)	-	-	-	-
2107	44560	101	520999	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Grant Admin. - Benefits	-	(1,788)	-	-	-	-
2107	44560	101	560631	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Operational Supplies	-	(931)	-	-	-	-
2108	44560	101	510501	Cook County - WNV Grant FY 2017	HEALTH - Health Grants	Regular Salaries	-	-	(6,598)	(6,598)	(7,688)	(7,688)
2109	44560	101	560631	Cook Cty West Nile Virus FY 2018	HEALTH - Health Grants	Operational Supplies	-	-	-	-	(1,500)	(1,500)
2111	44560	101	510501	Cities Readiness Init 2014-15	HEALTH - Health Grants	Regular Salaries	(18,342)	-	-	-	-	-
2111	44560	101	530656	Cities Readiness Init 2014-15	HEALTH - Health Grants	Grant Contractuals	(1,050)	-	-	-	-	-
2111	44560	101	540690	Cities Readiness Init 2014-15	HEALTH - Health Grants	Telecommunications Charges	(2,386)	-	-	-	-	-
2111	44560	101	560631	Cities Readiness Init 2014-15	HEALTH - Health Grants	Operational Supplies	(213)	-	-	-	-	-
2112	44560	101	510501	Cities Readiness Init 2015-16	HEALTH - Health Grants	Regular Salaries	(18,950)	(18,960)	(18,969)	(18,969)	(18,248)	-
2112	44560	101	520999	Cities Readiness Init 2015-16	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	-	-	(3,139)	-
2112	44560	101	530656	Cities Readiness Init 2014-16	HEALTH - Health Grants	Grant Contractuals	-	(292)	-	-	-	-
2112	44560	101	540690	Cities Readiness Init 2015-16	HEALTH - Health Grants	Telecommunications Charges	(1,395)	(1,391)	(700)	(700)	(2,000)	-
2112	44560	101	560631	Cities Readiness Init 2015-16	HEALTH - Health Grants	Operational Supplies	-	(1,886)	(1,223)	(1,223)	-	-
2113	44560	101	510501	Cities Readiness Init 2011-12	HEALTH - Health Grants	Regular Salaries	-	(13,387)	(18,969)	(18,969)	(13,675)	-
2113	44560	101	520999	Cities Readiness Init 2011-12	HEALTH - Health Grants	Grant Admin. - Benefits	-	(5,582)	-	-	(6,416)	-
2113	44560	101	540690	Cities Readiness Init 2011-12	HEALTH - Health Grants	Telecommunications Charges	-	(1,438)	(700)	(700)	-	-
2113	44560	101	560631	Cities Readiness Init 2011-12	HEALTH - Health Grants	Operational Supplies	-	-	(1,222)	(1,222)	-	-
2114	44560	101	510501	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Regular Salaries	-	-	-	-	-	(26,986)
2114	44560	101	520999	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	-	-	-	(5,626)
2114	44560	101	520999	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	-	-	-	(5,626)
2114	44560	101	540690	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Telecommunications Charges	-	-	-	-	-	(1,400)
2114	44560	101	560631	Cities Readiness Init 2012-13	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(2,849)
2115	44560	101	560638	CDBG Double Couple 2014-15	HEALTH - Health Grants	Special Events	(8,281)	-	-	-	-	-
2116	44560	101	560638	FM Healthy Incentive 2016	HEALTH - Health Grants	Special Events	-	(9,923)	-	-	-	-
2117	44560	101	530656	CDBG Farmer's Market Incen. FY 2017	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	-	(12,900)
2117	44560	101	550601	CDBG Farmer's Market Incen. FY 2017	HEALTH - Health Grants	Printing	-	-	-	-	-	(249)
2117	44560	101	560638	CDBG Farmer's Market Incen. FY 2017	HEALTH - Health Grants	Special Events	-	-	(10,000)	(10,000)	(10,000)	-
2118	44560	101	530656	Shawnash Double Coupon FY18	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	(6,485)	(6,486)
2118	44560	101	560638	Shawnash Double Coupon FY18	HEALTH - Health Grants	Special Events	-	(607)	-	-	-	-
2119	44560	101	530656	Exp. Station Link Up IL FY 2018	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	-	(2,998)
2124	44560	101	510501	Tattoo Facility 2012-13	HEALTH - Health Grants	Regular Salaries	-	-	(500)	(500)	(500)	-
2125	44560	101	510501	Tattoo Facility 2013-14	HEALTH - Health Grants	Regular Salaries	-	(3,150)	-	-	-	-

**FISCAL YEAR 2018 BUDGET**  
**HEALTH GRANTS FUND**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	2017	Projected	Budget
2125	44560	101	560631	Tattoo Facility 2013-14	HEALTH - Health Grants	Operational Supplies	(2,250)	-	-	-	-	-
2129	44560	101	560638	FM Double Coupon 2013	HEALTH - Health Grants	Special Events	(722)	-	-	-	-	-
2130	44560	101	510501	Family Case Mgmt 2013-14	HEALTH - Health Grants	Regular Salaries	-	-	(14,600)	(14,600)	-	-
2130	44560	101	510501	Family Case Mgmt 2013-14	HEALTH - Health Grants	Regular Salaries	-	-	(14,600)	(14,600)	-	-
2130	44560	101	560631	Family Case Mgmt 2013-14	HEALTH - Health Grants	Operational Supplies	(8,680)	-	-	-	-	-
2131	44560	101	510501	IDHS - Family Case Mgmt FY18	HEALTH - Health Grants	Regular Salaries	-	-	(900)	(900)	-	(44,970)
2131	44560	101	540669	IDHS - Family Case Mgmt FY18	HEALTH - Health Grants	Rent Expense	(900)	-	(900)	(900)	-	(3,000)
2133	44560	101	540669	Family Case Mgmt 2016-17	HEALTH - Health Grants	Rent Expense	-	-	(900)	(900)	-	-
2134	44560	101	560631	Family Case Mgmt 2012-13	HEALTH - Health Grants	Operational Supplies	(3,984)	-	-	-	-	-
2136	44560	101	510501	PHIMC HIV 2014	HEALTH - Health Grants	Regular Salaries	(2,500)	(8,210)	-	-	-	-
2137	44560	101	510501	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Regular Salaries	-	(8,056)	(11,000)	(11,000)	(28,810)	(20,089)
2137	44560	101	520999	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	(1,944)	-	-	-	(9,381)
2137	44560	101	530656	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	(660)	-
2150	44560	101	510501	IDPH Tan Facil Inspct 2013-14	HEALTH - Health Grants	Regular Salaries	-	(150)	-	-	-	-
2155	44560	101	510501	IDPH Tan Facil Inspct 2014-15	HEALTH - Health Grants	Regular Salaries	-	(45)	-	-	-	-
2155	44560	101	550656	IDPH Tan Facil Inspct 2014-15	HEALTH - Health Grants	Miscellaneous Expense	(40)	-	-	-	-	-
2155	44560	101	560631	IDPH Tan Facil Inspct 2014-15	HEALTH - Health Grants	Operational Supplies	(910)	-	-	-	-	-
2156	44560	101	510501	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Regular Salaries	(6,138)	(1,376)	-	-	-	-
2156	44560	101	520999	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Grant Admin. - Benefits	(1,007)	(634)	-	-	-	-
2156	44560	101	530656	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Grant Contractuals	(40)	-	-	-	-	-
2156	44560	101	550603	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Postage	(101)	-	-	-	-	-
2156	44560	101	560631	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Operational Supplies	(135)	-	-	-	-	-
2156	44560	101	550601	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Printing	-	(569)	-	-	-	-
2157	44560	101	510501	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Regular Salaries	-	(3,275)	(2,092)	(2,092)	(3,715)	-
2157	44560	101	520999	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Grant Admin. - Benefits	-	(1,510)	(408)	(408)	(1,714)	-
2157	44560	101	530656	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	(1,122)	-
2157	44560	101	560631	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Operational Supplies	-	(20)	-	-	(105)	-
2158	44560	101	510501	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Regular Salaries	-	-	(6,276)	(6,276)	(437)	(9,610)
2158	44560	101	520999	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	(1,224)	(1,224)	(204)	-
2158	44560	101	530650	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Conferences Training	-	-	-	-	-	(40)
2158	44560	101	530656	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	(6,312)	-
2158	44560	101	550603	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Postage	-	-	-	-	-	(350)
2158	44560	101	560631	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Operational Supplies	-	-	-	-	(304)	-
2162	44560	101	510501	Lead Poisoning 2011-12	HEALTH - Health Grants	Regular Salaries	-	(1,612)	-	-	-	-
2163	44560	101	510501	IDPH - Lead Case Mgmt. FY 2018	HEALTH - Health Grants	Regular Salaries	-	-	-	-	(4,200)	(10,400)
2170	44560	101	530656	IDPH Local Health Protect 2013-14	HEALTH - Health Grants	Grant Contractuals	(230)	-	-	-	-	-
2171	44560	101	510501	Local Health Protect 2014-15	HEALTH - Health Grants	Regular Salaries	(21,681)	-	-	-	-	-
2171	44560	101	530656	Local Health Protect 2014-15	HEALTH - Health Grants	Grant Contractuals	(9,689)	-	-	-	-	-
2172	44560	101	510501	Local Health Protect 2015-16	HEALTH - Health Grants	Regular Salaries	(18,936)	(18,936)	-	-	-	-
2172	44560	101	520999	Local Health Protect 2015-16	HEALTH - Health Grants	Grant Admin. - Benefits	(8,730)	(8,730)	-	-	-	-
2172	44560	101	530656	Local Health Protect 2015-16	HEALTH - Health Grants	Grant Contractuals	-	(3,935)	-	-	-	-
2173	44560	101	530656	Local Health Protect 2016-17	HEALTH - Health Grants	Grant Contractuals	(3,935)	(3,845)	(3,845)	(3,845)	(3,846)	-
2173	44560	101	520999	Local Health Protect 2016-17	HEALTH - Health Grants	Local Health Protect 2017-18	-	(8,757)	(8,758)	(8,758)	(8,759)	-
2173	44560	101	510501	Local Health Protect 2016-17	HEALTH - Health Grants	Regular Salaries	-	(18,997)	(18,998)	(18,998)	(18,998)	-
2174	44560	101	510501	IDPH - Local Health Protection FY2018	HEALTH - Health Grants	Regular Salaries	-	-	(18,997)	(18,997)	(18,998)	(40,586)
2174	44560	101	520999	IDPH - Local Health Protection FY2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	(8,758)	(8,758)	(8,835)	(18,950)
2174	44560	101	530656	IDPH - Local Health Protection FY2018	HEALTH - Health Grants	Grant Contractuals	-	-	(3,845)	(3,845)	(3,845)	(7,722)
2175	44560	101	510501	IDPH - Medical Reserve Corps	HEALTH - Health Grants	Regular Salaries	-	-	-	-	-	(1,800)
2175	44560	101	530656	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	-	(4,788)



**FISCAL YEAR 2018 BUDGET**  
**HEALTH GRANTS FUND**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	2017 Budget	Projected	Budget
2175	44560	101	550601	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Printing	-	-	-	-	-	(400)
2175	44560	101	530650	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Conferences Training	(250)	-	-	-	-	(3,120)
2175	44560	101	550605	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Travel & Mileage Reimbursement	-	-	-	-	-	(785)
2175	44560	101	560631	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Operational Supplies	(40)	-	-	-	-	-
2180	44560	101	510501	Pub Hlth Emerg Prep 2013-14	HEALTH - Health Grants	Regular Salaries	(535)	-	-	-	-	-
2181	44560	101	510501	Pub Hlth Emerg Prep 2014-15	HEALTH - Health Grants	Regular Salaries	(18,478)	-	-	-	-	-
2181	44560	101	530650	Pub Hlth Emerg Prep 2014-15	HEALTH - Health Grants	Conferences Training	(1,722)	-	-	-	-	-
2181	44560	101	530656	Pub Hlth Emerg Prep 2014-15	HEALTH - Health Grants	Grant Contractuals	(4,696)	-	-	-	-	-
2181	44560	101	540690	Pub Hlth Emerg Prep 2014-15	HEALTH - Health Grants	Telecommunication Charges	(699)	-	-	-	-	-
2181	44560	101	550605	Pub Hlth Emerg Prep 2014-15	HEALTH - Health Grants	Travel & Mileage Reimbursement	(372)	-	-	-	-	-
2181	44560	101	560631	Pub Hlth Emerg Prep 2014-15	HEALTH - Health Grants	Operational Supplies	(1,461)	-	-	-	-	-
2181	44560	101	570666	Pub Hlth Emerg Prep 2014-15	HEALTH - Health Grants	Grant Related Equipment	(550)	-	-	-	-	-
2182	44560	101	510501	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Regular Salaries	(18,383)	(17,519)	-	-	-	-
2182	44560	101	530650	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Conferences Training	(482)	(2,073)	-	-	-	-
2182	44560	101	530656	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Grant Contractuals	(3,960)	(3,617)	-	-	-	-
2182	44560	101	540690	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Telecommunication Charges	(798)	(848)	-	-	-	-
2182	44560	101	550605	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Travel & Mileage Reimbursement	(74)	(327)	-	-	-	-
2182	44560	101	560631	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Operational Supplies	(667)	(2,105)	-	-	-	-
2182	44560	101	570666	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Grant Related Equipment	(100)	-	-	-	-	-
2183	44560	101	510501	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Regular Salaries	-	(12,709)	(19,008)	(19,008)	(19,099)	-
2183	44560	101	520999	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Grant Admin. - Benefits	-	(5,299)	-	-	(5,299)	-
2183	44560	101	530656	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Grant Contractuals	-	(4,137)	(3,750)	(3,750)	(3,708)	-
2183	44560	101	540690	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Telecommunication Charges	-	(670)	(1,764)	(1,764)	(2,695)	-
2183	44560	101	550605	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Travel & Mileage Reimbursement	-	(77)	(388)	(388)	(1,679)	-
2183	44560	101	560631	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Operational Supplies	-	-	(200)	(200)	-	-
2184	44560	101	510501	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Regular Salaries	-	-	(19,008)	(19,008)	(17,030)	(34,059)
2184	44560	101	520999	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	-	-	(2,601)	-
2184	44560	101	530650	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Conferences Training	-	-	-	-	-	(3,033)
2184	44560	101	530656	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Grant Contractuals	-	-	(3,750)	(3,750)	-	(7,900)
2184	44560	101	540690	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Telecommunication Charges	-	-	(1,764)	(1,764)	(720)	(1,440)
2184	44560	101	550605	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Travel & Mileage Reimbursement	-	-	(387)	(387)	(1,157)	-
2184	44560	101	560631	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Operational Supplies	-	-	(200)	(200)	(3,400)	(5,575)
2186	44560	101	510501	Teen Preg Prevent 2014-15	HEALTH - Health Grants	Regular Salaries	(3,540)	(102)	-	-	-	-
2186	44560	101	520999	Teen Preg Prevent 2014-15	HEALTH - Health Grants	Grant Admin. - Benefits	(2,720)	-	-	-	-	-
2186	44560	101	530656	Teen Preg Prevent 2014-15	HEALTH - Health Grants	Grant Contractuals	(10,748)	-	-	-	-	-
2186	44560	101	560631	Teen Preg Prevent 2014-15	HEALTH - Health Grants	Operational Supplies	(55)	-	-	-	-	-
2187	44560	101	510501	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Regular Salaries	(3,096)	(4,627)	-	-	-	-
2187	44560	101	520999	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Grant Admin. - Benefits	(929)	(1,194)	-	-	-	-
2187	44560	101	530656	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Grant Contractuals	(3,050)	(13,948)	-	-	-	-
2187	44560	101	550601	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Printing	(348)	(313)	-	-	-	-
2188	44560	101	510501	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Regular Salaries	-	(4,127)	(4,590)	(4,590)	-	-
2188	44560	101	520999	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Grant Admin. - Benefits	-	(1,902)	(1,890)	(1,890)	-	-
2188	44560	101	530656	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Grant Contractuals	-	-	(7,371)	(7,371)	-	-
2189	44560	101	510501	Teen Preg Prevent 2017-18	HEALTH - Health Grants	Regular Salaries	-	-	(4,590)	(4,590)	-	-
2189	44560	101	530656	Teen Preg Prevent 2017-18	HEALTH - Health Grants	Grant Contractuals	-	-	(1,890)	(1,890)	-	-
2189	44560	101	560631	Teen Preg Prevent 2017-18	HEALTH - Health Grants	Operational Supplies	-	-	(7,370)	(7,370)	-	-
2190	44560	101	510501	IL Tobacco Free 2013-14	HEALTH - Health Grants	Regular Salaries	-	(109)	-	-	-	-
2191	44560	101	510501	IL Tobacco Free 2014-15	HEALTH - Health Grants	Regular Salaries	(3,008)	-	-	-	-	-
2191	44560	101	530656	IL Tobacco Free 2014-15	HEALTH - Health Grants	Grant Contractuals	(5,119)	-	-	-	-	-

**FISCAL YEAR 2018 BUDGET**  
**HEALTH GRANTS FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2191	44560	101	550605	IL Tobacco Free 2014-15	HEALTH - Health Grants	Travel & Mileage Reimbursement	(105)	-	-	-	-	-
2191	44560	101	560631	IL Tobacco Free 2014-15	HEALTH - Health Grants	Operational Supplies	(1,675)	-	-	-	-	-
2192	44560	101	510501	IL Tobacco Free 2015-16	HEALTH - Health Grants	Regular Salaries	(2,584)	(3,538)	-	-	-	-
2192	44560	101	520999	IL Tobacco Free 2015-16	HEALTH - Health Grants	Grant Admin. - Benefits	(775)	(1,052)	-	-	-	-
2192	44560	101	530656	IL Tobacco Free 2015-16	HEALTH - Health Grants	Grant Contractuals	(203)	(165)	-	-	-	-
2193	44560	101	510501	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Regular Salaries	-	(3,143)	(3,420)	(3,420)	(3,143)	-
2193	44560	101	520999	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Grant Admin. - Benefits	-	(1,311)	(802)	(802)	(1,311)	-
2193	44560	101	530656	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Grant Contractuals	-	-	(6,006)	(6,006)	(9,383)	-
2193	44560	101	560631	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Operational Supplies	-	-	-	-	(499)	-
2194	44560	101	510501	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Regular Salaries	-	-	(3,420)	(3,420)	(3,143)	(13,690)
2194	44560	101	550601	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Printing	-	-	-	-	-	-
2194	44560	101	520999	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	(802)	(802)	(1,311)	(6,393)
2194	44560	101	530650	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Conferences Training	-	-	-	-	-	(273)
2194	44560	101	530656	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Grant Contractuals	-	-	(6,006)	(6,006)	(5,589)	-
2194	44560	101	550605	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Travel & Mileage Reimbursement	-	-	-	-	(137)	-
2194	44560	101	560631	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(100)
2196	44560	101	510501	Medicaid Claim -B	HEALTH - Health Grants	Regular Salaries	-	(9,966)	(9,000)	(9,000)	-	-
2197	44560	101	530656	PH Prep against EBOLA 15-16	HEALTH - Health Grants	Grant Contractuals	(5,562)	(4,438)	-	-	-	-
2198	44560	101	510501	IDPH FY Body Art FY 2018	HEALTH - Health Grants	Regular Salaries	-	-	(400)	(400)	(3,375)	(3,875)
SUB TOTAL EXPENDITURES							(247,868)	(253,341)	(283,417)	(283,417)	(265,794)	(326,637)
NET SURPLUS/(DEFICIT)							(7)	-	(900)	(900)	(78)	-

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
KEEP OAK PARK BEAUTIFUL (KOPB) FUND

							Amended						
Fund	Dept	Program	Account	Description	Department	Description	2015 Actual	2016 Actual	2017 Budget	2017 Budget	2017 Projected	2018 Budget	
5056	43760	796	431400	Keep Oak Park Beautiful	DPW - Environmental Services	Grant Revenue	5,749	(1)	6,000	6,000	-	-	Fund Closed
5056	41300	101	461490	Keep Oak Park Beautiful	Finance	Interest Revenue	40	1	-	-	-	-	Fund Closed
SUB-TOTAL REVENUE							5,789	-	6,000	6,000	-	-	
5056	43760	796	530650	Keep Oak Park Beautiful	DPW - Environmental Services	Conferences Training	(645)	-	(1,500)	(1,500)	(1,500)	-	Fund Closed
5056	43760	796	530660	Keep Oak Park Beautiful	DPW - Environmental Services	General Contractuals	-	-	-	-	-	-	Fund Closed
5056	43760	796	530667	Keep Oak Park Beautiful	DPW - Environmental Services	External Support	(591)	-	(2,500)	(2,500)	(2,500)	-	Fund Closed
5056	43760	796	560631	Keep Oak Park Beautiful	DPW - Environmental Services	Operational Supplies	(4,554)	-	(4,500)	(4,500)	(4,500)	-	Fund Closed
5056	43760	796	570667	Keep Oak Park Beautiful	DPW - Environmental Services	Grant Expenses	-	-	-	-	-	-	Fund Closed
SUB-TOTAL EXPENDITURES							(5,789)	-	(8,500)	(8,500)	(8,500)	-	
NET SURPLUS/(DEFICIT)							-	-	(2,500)	(2,500)	(8,500)	-	

Beginning Audited Fund Balance 1/1/17  
2017 Projected Surplus (Deficit)  
Ending Projected Fund Balance 12/31/17

-  
(8,500)  
(8,500)

Estimated Fund Balance 1/1/18  
2018 Budgeted Surplus (Deficit)  
Ending Estimated Fund Balance 12/31/18

(8,500)  
-  
(8,500)

Note: Due to grant uncertainties, this Fund will be closed out to the Environmental Services Fund at the end of FY17

## **Madison Street Tax Increment Financing District**

### **Fund Summary**

The Madison Street TIF was adopted by the Village Board on February 6, 1995 and at that time it identified the following projects (along with costs estimates) for the Madison TIF District:

Public Improvements	\$7,000,000
Land Acquisition	\$8,000,000
Site Preparation	\$7,500,000
Rehabilitation of Existing Buildings	\$3,000,000
<u>Administration and Professional Services</u>	<u>\$2,500,000</u>
Total	\$28,000,000

The above project estimates were established in accordance with the TIF. The Village, under the Illinois TIF Act generally is allowed to use property tax increment generated by the TIF within the District for the following:

- Property acquisition
- The rehabilitation or renovation of existing public or private buildings
- Infrastructure improvements
- Relocation expenses
- Financing costs, including interest assistance
- Studies, surveys, and plans
- Marketing sites within the TIF District
- Professional services (such as architectural, engineering, legal, and financial planning)
- Demolition and site preparation

The Madison Street TIF is due to expire on December 31, 2018.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
MADISON STREET TIF FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Amended</u>	<u>2017</u>	<u>2018</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
2072	41300	101	411401	Madison Street TIF Fund	Finance	Property Tax Levy	2,010,171	1,737,220	1,800,000	1,800,000	2,120,000	2,120,000
2072	46204	101	441462	Madison Street TIF Fund	Finance	Miscellaneous Revenue	2,175	2,175	-	-	-	-
2072	41300	101	441462	Madison Street TIF Fund	Finance	Miscellaneous Revenue	-	9,799	-	-	-	-
2072	46205	101	441462	Madison Street TIF Fund	Finance	Miscellaneous Revenue	205,306	-	-	-	-	-
2072	41300	101	461490	Madison Street TIF Fund	Finance	Interest Revenue	3,423	2,505	2,500	2,500	2,500	2,500
2072	46205	101	462476	Madison Street TIF Fund	Finance	Gain/Loss on Sale of Property	-	(7,420,000)	-	-	-	-
2072	46204	101	462477	Madison Street TIF Fund	Finance	Rental of Property	15,076	30,290	-	-	-	-
2072	41300	101	493810	Madison Street TIF Fund	Finance	IMET Recovery	5,094	-	-	-	-	-
SUB-TOTAL REVENUE							2,241,246	(5,638,012)	1,802,500	1,802,500	2,122,500	2,122,500
2072	46201	101	530649	Madison Street TIF Fund	Finance	Sales Tax Rebate	-	-	-	-	-	-
2072	41070	101	530667	Madison Street TIF Fund	Finance	External Support	(72,329)	(34,071)	-	-	-	-
2072	41300	101	530667	Madison Street TIF Fund	Finance	External Support	-	(185,040)	-	-	-	-
2072	41300	101	540691	Madison Street TIF Fund	Finance	Water Charges	-	(7,527)	-	-	-	-
2072	41300	101	570698	Madison Street TIF Fund	Finance	Economic Development Initiati	(250,000)	(100,000)	-	-	(409,233)	(550,000)
2072	41300	101	570707	Madison Street TIF Fund	Finance	Capital Improvements	(154,488)	(45,828)	(5,862,500)	(6,362,448)	(570,688)	(6,250,000)
2072	46205	101	582101	Madison Street TIF Fund	Finance	Loss on Land Held for Resale	-	6,474,162	-	-	-	-
2072	41300	101	591812	Madison Street TIF Fund	Finance	Transfer To Capital Bldg Impr	-	-	-	-	-	-
2072	41300	101	591896	Madison Street TIF Fund	Finance	Payment to Escrow Agent	(6,300,000)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							(6,776,817)	6,101,697	(5,862,500)	(6,362,448)	(979,921)	(6,800,000)
NET SURPLUS/(DEFICIT)							(4,535,571)	463,686	(4,060,000)	(4,559,948)	1,142,579	(4,677,500)

Beginning Audited Fund Balance 1/1/17	12,746,212
2017 Projected Surplus (Deficit)	1,142,579
Ending Projected Fund Balance 12/31/17	13,888,791

Estimated Fund Balance 1/1/18	13,888,791
2018 Budgeted Surplus (Deficit)	(4,677,500)
Ending Estimated Fund Balance 12/31/18	9,211,291

## **Motor Fuel Tax Fund**

### **Fund Summary**

The Motor Fuel Tax (MFT) Fund receives the Village's share of the state gasoline tax distributed to municipalities based on a multi-layered formula. These funds are transferred to the General Fund to be used for labor and material costs associated with maintaining roadways throughout the Village.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
MOTOR FUEL TAX FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2038	41300	101	435480	Motor Fuel Tax Fund	DPW - Administration	Motor Fuel Tax Allotment	1,268,282	1,320,847	1,342,800	1,342,800	1,329,000	1,336,000
2038	41300	101	461490	Motor Fuel Tax Fund	DPW - Administration	Interest Revenue	484	1,788	1,200	1,200	-	-
2038	41300	101	493810	Motor Fuel Tax Fund	DPW - Administration	IMET Recovery	369	-	-	-	-	-
SUB-TOTAL REVENUES							1,269,135	1,322,635	1,344,000	1,344,000	1,329,000	1,336,000
2038	41300	101	582100	Motor Fuel Tax Fund	DPW - Administration	Loss on Investments	-	-	-	-	-	-
2038	41300	101	591801	Motor Fuel Tax Fund	DPW - Administration	Transfer To General Fund	(1,270,000)	(1,300,000)	(1,344,000)	(1,344,000)	(1,344,000)	(1,336,000)
SUB-TOTAL EXPENDITURES							(1,270,000)	(1,300,000)	(1,344,000)	(1,344,000)	(1,344,000)	(1,336,000)
NET SURPLUS/(DEFICIT)							(865)	22,635	-	-	(15,000)	-

Beginning Audited Fund Balance 1/1/17	357,429
2017 Projected Surplus (Deficit)	(15,000)
Ending Projected Fund Balance 12/31/17	342,429

Estimated Fund Balance 1/1/18	342,429
2018 Budgeted Surplus (Deficit)	-
Ending Estimated Fund Balance 12/31/18	342,429

## **Special Service Area (SSA) #1**

### **Fund Summary**

The Special Service Area (SSA) #1 Fund is used to account for the property tax receipts as collected by the County. The area, which is confined to the greater downtown Oak Park area, levies a separate tax to assist in the marketing and promoting of businesses in the district.

The expenditure of the these funds is subject to the on-going application of an agreement between the Village of Oak Park and the Harlem Lake Marion Corporation (commonly referred to as Downtown Oak Park) which was approved by the Village Board on March 21, 2016 and expires on December 31, 2017.



VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
SPECIAL SERVICE AREA #1 FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Amended</u>	<u>2017</u>	<u>2018</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
2081	41300	101	411401	SSA#1- Downtown Oak Park	Finance	Property Tax Levy	383,744	316,630	180,000	180,000	180,000	402,000
2081	41300	101	411414	SSA#1- Downtown Oak Park	Finance	Tif Surplus Distribution	-	390,089	-	-	-	-
2081	41300	101	461490	SSA#1- Downtown Oak Park	Finance	Interest Revenue	197	583	350	350	650	650
2081	41300	101	491498	SSA#1- Downtown Oak Park	Finance	Transfer From Downtown TIF	-	700,000	469,236	469,236	295,169	355,000
2081	41300	101	493810	SSA#1- Downtown Oak Park	Finance	IMET Recovery	3	-	-	-	-	-
SUB-TOTAL REVENUE							383,944	1,407,302	649,586	649,586	475,819	757,650
2081	41300	101	530667	SSA#1- Downtown Oak Park	Finance	External Support	(676,083)	(650,002)	(649,586)	(649,586)	(649,586)	(700,000)
2081	41300	101	530675	SSA#1- Downtown Oak Park	Finance	Bank Charges	(4)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							(676,087)	(650,002)	(649,586)	(649,586)	(649,586)	(700,000)
NET SURPLUS/(DEFICIT)							(292,143)	757,300	-	-	(173,767)	57,650

Beginning Audited Fund Balance 1/1/17	116,941
2017 Projected Surplus (Deficit)	(173,767)
Ending Projected Fund Balance 12/31/17	(56,826)

Estimated Fund Balance 1/1/18	(56,826)
2018 Budgeted Surplus (Deficit)	57,650
Ending Estimated Fund Balance 12/31/18	824

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
SECTION 108 LOAN FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2088	46201	101	431481	Section 108 Loan Fund	DCS - Neig. Srv. - CDBG	Grant Revenue	-	-	-	-	-	3,000,000
						SUB-TOTAL REVENUE	-	-	-	-	-	3,000,000
2088	46201	101	583607	Section 108 Loan Fund	DCS - Neig. Srv. - CDBG	Loan Disbursements	-	-	-	-	-	(3,000,000)
						SUB-TOTAL EXPENDITURES	-	-	-	-	-	(3,000,000)
						NET SURPLUS/(DEFICIT)	-	-	-	-	-	-

Beginning Audited Fund Balance 1/1/17  
2017 Projected Surplus (Deficit)  
Ending Projected Fund Balance 12/31/17

-  
-  
-

Estimated Fund Balance 1/1/18  
2018 Budgeted Surplus (Deficit)  
Ending Estimated Fund Balance 12/31/18

-  
-  
-

## **Special Service Area (SSA) #7**

### **Fund Summary**

The Special Service Area (SSA) #7 Fund was created in FY 2014 to account for traffic diverters placed along 1200 Elmwood and Rossell.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
SPECIAL SERVICE AREA #7 FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2090	41300	101	411401	SSA#7 Elmwood & Rossell	Finance	Property Tax Levy	7,094	7,113	7,000	7,000	7,000	7,500
2090	41300	101	530675	SSA#7 Elmwood & Rossell	Finance	Bank Charges	(15)	-	-	-	-	-
2090	41300	101	570959	SSA#7 Elmwood & Rossell	Finance	Streetscaping	-	-	(7,000)	(7,000)	(7,000)	(7,500)
						SUB-TOTAL EXPENDITURES	(15)	-	(7,000)	(7,000)	(7,000)	(7,500)
						NET SURPLUS/(DEFICIT)	7,079	7,113	-	-	-	-
						Beginning Audited Fund Balance 1/1/17			14,192			
						2017 Projected Surplus (Deficit)			-			
						Ending Projected Fund Balance 12/31/17			14,192			
						Estimated Fund Balance 1/1/18					14,192	
						2018 Budgeted Surplus (Deficit)					-	
						Ending Estimated Fund Balance 12/31/18					14,192	

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
STATE RICO FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2021	42480	101	452485	State RICO Forfeiture Fund	POLICE	Asset Seizures Forfeitures	-	2,922	-	-	-	-
2021	42480	101	461490	State RICO Forfeiture Fund	POLICE	Interest Revenue	-	2	-	-	-	-
						SUB-TOTAL REVENUE	-	2,924	-	-	-	-
2021	42400	101	560655	State RICO Forfeiture Fund	POLICE	Reimbursements	-	(13,569)	-	-	-	-
						SUB-TOTAL EXPENDITURES	-	(13,569)	-	-	-	-
						NET SURPLUS/(DEFICIT)	-	(10,645)	-	-	-	-
Beginning Audited Fund Balance 1/1/17									35,952			
2017 Projected Surplus (Deficit)									-			
Ending Projected Fund Balance 12/31/17									35,952			
Estimated Fund Balance 1/1/18											35,952	
2018 Budgeted Surplus (Deficit)											-	
Ending Estimated Fund Balance 12/31/18											35,952	

## **Sustainability Fund**

### **Fund Summary**

The Village Manager's Office oversees Sustainability initiatives and the Sustainability Fund was established in 2009 with Grant Funds for the hiring of a position to support sustainability efforts in the Village. After the grant expired, all sustainability related costs have been provided via a transfer from the Environmental Service Funds – Enterprise fund generating revenue from waste hauling fees. A sustainability coordinator is anticipated to be hired in Q4 2017.

Beginning in 2016, as part of the Village's Community Choice electrical aggregation program, a 0.3¢/kWh local fee to support the Smart City USA renewable energy projects within the Village was established. That revenue, currently estimated at \$400,000 per year is shown as revenue in this fund as well.

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
SUSTAINABILITY FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
2310	41020	101	431400	Sustainability Fund	Village Manager's Office (VMO)	Grant Revenue	-	-	-	-	-	-
2310	41020	101	440492	Sustainability Fund	Village Manager's Office (VMO)	Reimbursement of Expenses	-	-	-	-	-	-
2310	41020	101	441485	Sustainability Fund	Village Manager's Office (VMO)	Electric Aggregation Revenue	-	400,764	450,000	450,000	383,000	400,000
2310	41020	101	491455	Sustainability Fund	Village Manager's Office (VMO)	Transfer From Solid Waste Fund	-	-	150,000	150,000	150,000	150,000
2310	41020	101	491499	Sustainability Fund	Village Manager's Office (VMO)	Transfer From Other Funds	112,992	220,600	-	-	-	-
SUB-TOTAL REVENUE							112,992	621,364	600,000	600,000	533,000	550,000
2310	41020	101	510501	Sustainability Fund	Village Manager's Office (VMO)	Regular Salaries	-	-	-	(90,000)	(40,000)	(98,000)
2310	41020	101	520520	Sustainability Fund	Village Manager's Office (VMO)	Life Insurance Expense	-	-	-	(45)	(40)	(93)
2310	41020	101	520521	Sustainability Fund	Village Manager's Office (VMO)	Health Insurance Expense	-	-	-	(15,254)	(12,254)	(25,164)
2310	41020	101	520522	Sustainability Fund	Village Manager's Office (VMO)	Social Security Expense	-	-	-	(5,580)	(1,000)	(7,500)
2310	41020	101	520523	Sustainability Fund	Village Manager's Office (VMO)	Medicare Expense	-	-	-	(1,305)	(1,305)	(2,600)
2310	41020	101	520527	Sustainability Fund	Village Manager's Office (VMO)	IMRF Contributions	-	-	-	(12,816)	(4,000)	(12,816)
2310	41020	101	530650	Sustainability Fund	Village Manager's Office (VMO)	Conferences Training	-	-	-	-	-	(2,500)
2310	41020	101	530667	Sustainability Fund	Village Manager's Office (VMO)	External Support	(56,831)	(6,082)	(150,000)	(25,000)	(10,000)	(25,000)
2310	41020	101	550601	Sustainability Fund	Village Manager's Office (VMO)	Printing	-	-	-	-	(1,000)	(2,500)
2310	41020	101	550602	Sustainability Fund	Village Manager's Office (VMO)	Membership Dues	-	-	-	-	-	(5,000)
2310	41020	101	550603	Sustainability Fund	Village Manager's Office (VMO)	Postage	-	-	-	-	(50)	(400)
2310	41020	101	550605	Sustainability Fund	Village Manager's Office (VMO)	Travel & Mileage Reimbursement	-	-	-	-	(150)	(375)
2310	41020	101	560606	Sustainability Fund	Village Manager's Office (VMO)	Books & Subscriptions	-	-	-	-	(100)	(250)
2310	41020	101	560620	Sustainability Fund	Village Manager's Office (VMO)	Office Supplies	-	-	-	-	(250)	(500)
SUB-TOTAL EXPENDITURES							(56,831)	(6,082)	(150,000)	(150,000)	(70,149)	(182,698)
NET SURPLUS/(DEFICIT)							56,161	615,282	450,000	450,000	462,851	367,302

Beginning Audited Fund Balance 1/1/17	683,473
2017 Projected Surplus (Deficit)	462,851
Ending Projected Fund Balance 12/31/17	1,146,324

Estimated Fund Balance 1/1/18	1,146,324
2018 Budgeted Surplus (Deficit)	367,302
Ending Estimated Fund Balance 12/31/18	1,513,626

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**TRAVEL, TRAINING & WELLNESS**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
1050	41300	101	441460	Travel, Training & Wellness	Finance	Credit Card Points Revenue	49,171	91,333	40,000	40,000	40,000	40,000
1050	41020	101	530650	Travel, Training & Wellness	Village Manager's Office	Conferences Training	(38,630)	(2,152)	(40,000)	(40,000)	(40,000)	(40,000)
1050	41030	101	530650	Travel, Training & Wellness	Adjudication	Conferences Training	(20)	-	-	-	-	-
1050	41040	101	530650	Travel, Training & Wellness	Information Technology	Conferences Training	(30)	-	-	-	-	-
1050	41040	612	530650	Travel, Training & Wellness	Information Technology	Conferences Training	(10)	-	-	-	-	-
1050	41070	101	530650	Travel, Training & Wellness	Legal - Law	Conferences Training	(40)	-	-	-	-	-
1050	41080	101	530650	Travel, Training & Wellness	Human Resouorces	Conferences Training	(2,900)	-	-	-	-	-
1050	41110	101	530650	Travel, Training & Wellness	Communication	Conferences Training	(378)	-	-	-	-	-
1050	41300	101	530650	Travel, Training & Wellness	Finance	Conferences Training	(30)	-	-	-	-	-
1050	42400	101	530650	Travel, Training & Wellness	Police	Conferences Training	(2,900)	-	-	-	-	-
1050	42500	101	530650	Travel, Training & Wellness	Fire - Admin	Conferences Training	(3,290)	-	-	-	-	-
1050	43710	101	530650	Travel, Training & Wellness	DPW - Administration	Conferences Training	(40)	-	-	-	-	-
1050	43730	101	530650	Travel, Training & Wellness	DPW - Water	Conferences Training	(50)	-	-	-	-	-
1050	43740	101	530650	Travel, Training & Wellness	DPW - Street Services	Conferences Training	(80)	-	-	-	-	-
1050	43770	101	530650	Travel, Training & Wellness	Parking Services	Conferences Training	(2,900)	-	-	-	-	-
1050	43900	101	530650	Travel, Training & Wellness	DPW - Fleet Services	Conferences Training	(90)	-	-	-	-	-
1050	44550	612	530650	Travel, Training & Wellness	Health - Health Services	Conferences Training	-	-	-	-	-	-
1050	44560	612	530650	Travel, Training & Wellness	Health - Health Grants	Conferences Training	(10)	-	-	-	-	-
1050	46260	101	530650	Travel, Training & Wellness	Development Customer Services	Conferences Training	(3,015)	-	-	-	-	-
1050	41020	101	530667	Travel, Training & Wellness	Village Manager's Office	External Support	(3,292)	(3,000)	-	-	-	-
1050	41300	101	530667	Travel, Training & Wellness	Finance	External Support	-	-	-	-	-	-
1050	41020	101	550602	Travel, Training & Wellness	Village Manager's Office	Membership Dues	(3,980)	(8,980)	-	-	-	-
1050	41020	101	550606	Travel, Training & Wellness	Village Manager's Office	Books & Subscriptions	-	(1,303)	-	-	-	-
1050	41010	101	560625	Travel, Training & Wellness	Board of Trustees	Clothing	(243)	-	-	-	-	-
1050	41020	101	560638	Travel, Training & Wellness	Village Manager's Office	Special Events	(60)	-	-	-	-	-
1050	41030	101	570711	Travel, Training & Wellness	Adjudication	Software	(25,928)	-	-	-	-	-
SUBTOTAL EXPENDITURES							(87,916)	(15,435)	(40,000)	(40,000)	(40,000)	(40,000)
NET SURPLUS/(DEFICIT)							(38,745)	75,898	-	-	-	-



## **Capital Improvement Funds**

The Capital Improvement Fund generates revenue through a dedicated 1 percent sales tax, a six cent per gallon gasoline tax, as well as IMF Telecommunications Taxes distributed through the state. The fund's most notable expenses are the repair and replacement of local streets, alleys and sidewalks. It also funds the other capital funds through inter-fund transfers.

Although the current focus is on the actual infrastructure improvements it is not possible to have a valid conversation about the fund's ability to pay for the costs of projects without also discussing the other expenses of the fund.

The revenue and expense table below illustrates the overall fund finances. However, the operations portion (i.e. everything beyond the capital costs), are currently under review and will come before the Finance Committee and Village Board as a part of the operational budget recommendation.

The Public Works Department is responsible for the oversight and management of three Capital Funds including the Capital Improvement Fund, Building Improvement Fund and Fleet Replacement Fund. These funds support equipment and projects that have an extended life. Streets, sidewalks, HVAC systems and vehicles are typical expenditures from these funds. The Capital Improvement Fund also includes expenditures for personnel salaries and benefits that support the Funds programs and projects. The Capital Improvement Fund includes expenditures to the other capital funds through inter-fund transfers.

The Finance Department is responsible for the oversight and management of the Equipment Replacement Fund, which tracks expenses related to major technical equipment purchases for Village departments.

### **Criteria**

Capital projects must meet the following criteria:

- Minimum value of \$25,000
- Useful life of longer than two years
- Results in a fixed asset
- If an engineering study, leads to a capital program

Capital projects include costs in the following six main categories:

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

## **Building Improvement Fund**

### **Fund Summary**

The Building Improvement Fund revenue is transferred from the primary Capital Improvement Fund and is therefore indirectly funded by bond proceeds. This fund accounts for all expenses related to the repair and maintenance of all Village owned facilities.

The Fund should be reviewed in conjunction with the other CIP Funds.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
CAPITAL BUILDING IMPROVEMENTS FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
3012	41300	101	491495	Capital Bldg Improvements	DPW - Building Maintenance	Transfer From CIP Fund	2,242,344	500,004	644,000	644,000	644,000	1,267,250
3012	43790	101	491499	Capital Bldg Improvements	DPW - Building Maintenance	Transfer From other Funds	-	20,000	-	-	-	-
SUB-TOTAL REVENUE							<u>2,242,344</u>	<u>520,004</u>	<u>644,000</u>	<u>644,000</u>	<u>644,000</u>	<u>1,267,250</u>
3012	43790	101	540673	Capital Bldg Improvements	DPW - Building Maintenance	Building Maintenance	(1,404,003)	(1,599,228)	(1,881,000)	(2,261,969)	(1,328,409)	(1,267,250)
3012	43780	101	550603	Capital Bldg Improvements	DPW - Building Maintenance	Postage	(20)	-	-	-	-	-
3012	43790	714	530660	Capital Bldg Improvements	DPW - Building Maintenance	General Contractuals	-	(100)	-	-	-	-
SUB-TOTAL EXPENDITURES							<u>(1,404,023)</u>	<u>(1,599,328)</u>	<u>(1,881,000)</u>	<u>(2,261,969)</u>	<u>(1,328,409)</u>	<u>(1,267,250)</u>
NET SURPLUS/(DEFICIT)							<u>838,321</u>	<u>(1,079,324)</u>	<u>(1,237,000)</u>	<u>(1,617,969)</u>	<u>(684,409)</u>	<u>-</u>
Beginning Audited Fund Balance 1/1/17							550,744					
2017 Projected Surplus (Deficit)							<u>(684,409)</u>					
Ending Projected Fund Balance 12/31/17							<u>(133,665)</u>					
Estimated Fund Balance 1/1/18							(133,665)					
2018 Budgeted Surplus (Deficit)							<u>-</u>					
Ending Estimated Fund Balance 12/31/18							<u>(133,665)</u>					

## **Equipment Replacement Fund**

### **Fund Summary**

The Equipment Replacement Fund tracks expenses related to major equipment purchase. Expenditures charged to this fund include any capitalized equipment purchase but excludes vehicles which are budgeted in the Fleet Fund.

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
EQUIPMENT REPLACEMENT FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	Amended <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
3029	42400	101	441462	Equipment Replacement Fund	Finance	Miscellaneous Revenue	-	862	-	-	-	-
3029	41300	101	461490	Equipment Replacement Fund	Finance	Interest Revenue	176	5	-	-	-	-
3029	41300	101	491495	Equipment Replacement Fund	Finance	Transfer From CIP Fund	4	1,050,000	1,100,000	1,100,000	1,100,000	830,557
3029	41300	101	493810	Equipment Replacement Fund	Finance	IMET Recovery	4	-	-	-	-	-
SUB-TOTAL REVENUE							184	1,050,867	1,100,000	1,100,000	1,100,000	830,557
3029	43790	101	540673	Equipment Replacement Fund	Finance	Building Maintenance	(20,532)	-	-	-	-	-
3029	41300	905	550689	Equipment Replacement Fund	Finance	Operational Mainten Support	-	(22,370)	-	-	-	-
3029	41040	884	540690	Equipment Replacement Fund	Finance	Telecommunication Charges	(11,601)	-	(105,000)	(105,000)	-	-
3029	41300	884	540690	Equipment Replacement Fund	Finance	Telecommunication Charges	-	-	-	-	-	(219,557)
3029	41300	905	540690	Equipment Replacement Fund	Finance	Telecommunication Charges	(41,383)	(4,650)	-	-	-	-
3029	41300	905	540694	Equipment Replacement Fund	Finance	Public Works Disposal Costs	(621)	-	-	-	-	-
3029	41300	905	570290	Equipment Replacement Fund	Finance	WAN Equipment	-	(49,075)	-	-	-	-
3029	41040	884	570292	Equipment Replacement Fund	Finance	Telephone System Equipment	(370,177)	-	-	-	-	-
3029	41300	884	570292	Equipment Replacement Fund	Finance	Telephone System Equipment	(28,570)	-	-	-	-	-
3029	41040	882	570294	Equipment Replacement Fund	Finance	Printers	(234)	-	-	-	-	-
3029	41300	905	570294	Equipment Replacement Fund	Finance	Printers	(8,173)	-	(3,000)	(3,000)	(1,500)	(3,000)
3029	41300	906	570710	Equipment Replacement Fund	Finance	Equipment	-	-	-	-	(72,692)	(65,000)
3029	41300	714	570711	Equipment Replacement Fund	Finance	Equipment	-	-	(73,729)	(73,729)	-	-
3029	41300	910	570711	Equipment Replacement Fund	Finance	Equipment	(247,872)	(58,825)	-	-	-	-
3029	41300	101	570711	Equipment Replacement Fund	Finance	Equipment	-	(18,930)	-	-	-	-
3029	41300	905	570711	Equipment Replacement Fund	Finance	Software	-	(92,263)	(125,000)	(125,000)	(125,000)	-
3029	41300	909	570711	Equipment Replacement Fund	Finance	Software	(27,845)	(37,070)	(437,000)	(476,660)	(437,000)	-
3029	41300	915	570711	Equipment Replacement Fund	Finance	Software	(4,200)	(185,342)	-	-	-	-
3029	41300	905	570720	Equipment Replacement Fund	Finance	Computer Equipment	(106,910)	(58,703)	(292,000)	(432,000)	(271,837)	(64,000)
3029	41300	906	570720	Equipment Replacement Fund	Finance	Computer Equipment	(15,995)	(30,460)	(93,000)	(93,000)	(86,500)	(359,000)
3029	41300	915	570720	Equipment Replacement Fund	Finance	Computer Equipment	-	(8,801)	-	-	-	-
3029	41110	882	570720	Equipment Replacement Fund	Finance	Computer Equipment	(8,650)	-	-	-	-	-
3029	41300	884	570720	Equipment Replacement Fund	Finance	Computer Equipment	-	-	-	-	(102,000)	(120,000)
3029	41300	910	570720	Equipment Replacement Fund	Finance	Computer Equipment	(4,554)	-	-	-	-	-
3029	41300	909	570720	Equipment Replacement Fund	Finance	Computer Equipment	-	(141,876)	-	-	-	-
SUB-TOTAL EXPENDITURES							(897,316)	(708,364)	(1,128,729)	(1,308,389)	(1,096,529)	(830,557)
NET SURPLUS/(DEFICIT)							(897,132)	342,503	(28,729)	(208,389)	3,471	-

Beginning Audited Fund Balance 1/1/17	1,181,782
2017 Projected Surplus (Deficit)	3,471
Ending Projected Fund Balance 12/31/17	1,185,253

Estimated Fund Balance 1/1/18	1,185,253
2018 Budgeted Surplus (Deficit)	-
Ending Estimated Fund Balance 12/31/18	1,185,253

## **Fleet Replacement Fund**

### **Fund Summary**

The Fleet Replacement Fund tracks expenses related to vehicle purchases for Village departments outside of one of the Village's Enterprise funds (Water/Sewer, Parking and Environmental Services). In recent years, purchases have shifted toward leases or installment loans rather than outright purchases in order to maximize purchasing power while leveraging historically low interest rates.

The Fleet Division within the Department of Public Works reviews vehicle needs with relevant departments and determines when equipment needs to be replaced based on an analysis of cost effectiveness of maintenance.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**FLEET REPLACEMENT FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
3032	43900	101	462476	Fleet Replacement Fund	DPW - Fleet Operations	Gain/Loss on Sale of Property	-	2,860	-	-	-	-
3032	43900	851	462476	Fleet Replacement Fund	DPW - Fleet Operations	Gain/Loss on Sale of Property	-	7,311	-	-	-	-
3032	43900	858	462476	Fleet Replacement Fund	DPW - Fleet Operations	Gain/Loss on Sale of Property	46,000	8,158	16,903	16,903	-	-
3032	43900	101	491424	Fleet Replacement Fund	DPW - Fleet Operations	Transfer From Rico Fund	-	-	150,000	150,000	150,000	300,000
3032	41300	101	491495	Fleet Replacement Fund	DPW - Fleet Operations	Transfer From CIP Fund	665,004	1,000,008	-	-	-	-
3032	43900	101	491495	Fleet Replacement Fund	DPW - Fleet Operations	Transfer From CIP Fund	-	-	1,000,000	1,000,000	1,000,000	1,328,903
3032	43900	851	493805	Fleet Replacement Fund	DPW - Fleet Operations	Capital Lease	-	203,830	-	-	-	-
SUB-TOTAL REVENUE							<u>711,004</u>	<u>1,222,167</u>	<u>1,166,903</u>	<u>1,166,903</u>	<u>1,150,000</u>	<u>1,628,903</u>
3032	43900	101	570750	Fleet Replacement Fund	DPW - Fleet Operations	Vehicles	(183,648)	(147,175)	(81,000)	(81,000)	(75,409)	(81,000)
3032	43900	851	570750	Fleet Replacement Fund	DPW - Fleet Operations	Vehicles	(4,220)	(340,676)	-	-	-	(280,000)
3032	43900	857	570750	Fleet Replacement Fund	DPW - Fleet Operations	Vehicles	(107,016)	(133,121)	(150,000)	(150,000)	(150,000)	(329,000)
3032	43900	858	570750	Fleet Replacement Fund	DPW - Fleet Operations	Vehicles	(72,968)	(405,552)	(570,000)	(660,058)	(617,298)	(673,000)
3032	43900	851	570751	Fleet Replacement Fund	DPW - Fleet Operations	Capital Lease Interest Expense	(44,172)	(50,157)	(34,772)	(34,772)	(34,772)	(25,738)
3032	43900	851	570752	Fleet Replacement Fund	DPW - Fleet Operations	Capital Lease Principal	(212,860)	(276,697)	(231,131)	(231,131)	(231,131)	(240,165)
SUB-TOTAL EXPENDITURES							<u>(624,883)</u>	<u>(1,353,378)</u>	<u>(1,066,903)</u>	<u>(1,156,961)</u>	<u>(1,108,610)</u>	<u>(1,628,903)</u>
NET SURPLUS/(DEFICIT)							<u>86,121</u>	<u>(131,211)</u>	<u>100,000</u>	<u>9,942</u>	<u>41,390</u>	<u>-</u>

Beginning Audited Fund Balance 1/1/17  
2017 Projected Surplus (Deficit)  
Ending Projected Fund Balance 12/31/17

316,615  
41,390  
358,005

Estimated Fund Balance 1/1/18  
2018 Budgeted Surplus (Deficit)  
Ending Estimated Fund Balance 12/31/18

358,005  
-  
358,005

## **Capital Improvement Fund**

### **Fund Summary**

The Capital Improvement Fund generates revenue through a dedicated 1% home rule sales tax, a six cent per gallon gasoline tax, an allocated 1% telecommunications tax, as well as grants and bond proceeds.

The fund's most notable expenses are the repair and replacement of local streets, alleys and sidewalks. It also funds the other capital funds through inter-fund transfers.



**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**CAPITAL IMPROVEMENTS FUND**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended		2018
							Actual	Actual	Budget	Budget	Projected	Budget
3095	43780	101	413406	Capital Improvement Fund	DPW - Capital Projects	Homerule Sales Tax	2,374,857	-	2,600,000	2,600,000	2,600,000	2,840,462
3095	41300	101	413406	Capital Improvement Fund	DPW - Capital Projects	Homerule Sales Tax	-	2,401,271	-	-	-	-
3095	41300	101	413407	Capital Improvement Fund	DPW - Capital Projects	PACE Shelter Ad Revenue	19,262	12,501	12,000	12,000	12,000	12,000
3095	43780	101	414416	Capital Improvement Fund	DPW - Capital Projects	Local Option Gasoline Tax	815,783	-	800,000	800,000	800,000	800,000
3095	41300	101	414416	Capital Improvement Fund	DPW - Capital Projects	Local Option Gasoline Tax	-	830,483	-	-	-	-
3095	43780	101	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	792,204	-	91,680	91,680	414,432	1,500,000
3095	43800	741	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	496	-	-	-	-	-
3095	43780	752	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	-	-	137,280	137,280	88,000	49,280
3095	43780	786	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	-	-	-	-	-	-
3095	43780	801	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	109,343	-	-	-	-	-
3095	43780	815	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	-	-	-	-	-	-
3095	43780	818	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	-	-	15,000	15,000	58,494	-
3095	43700	101	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	-	211,332	-	-	-	-
3095	43700	822	440474	Capital Improvement Fund	DPW - Capital Projects	Sidewalk Repair Program	12,473	5,489	-	-	-	-
3095	43700	815	440477	Capital Improvement Fund	DPW - Capital Projects	Alley Improvements	66,009	20,033	-	-	-	-
3095	43780	815	440477	Capital Improvement Fund	DPW - Capital Projects	Alley Improvements	47,955	-	-	-	-	-
3095	43780	101	441432	Capital Improvement Fund	DPW - Capital Projects	Infrastructure Maintenance Fee	-	-	240,000	240,000	240,000	222,000
3095	41300	101	441432	Capital Improvement Fund	DPW - Capital Projects	Infrastructure Maintenance Fee	257,581	238,450	-	-	-	-
3095	43780	101	441462	Capital Improvement Fund	DPW - Capital Projects	Miscellaneous Revenue	-	5,416	-	-	-	-
3095	43700	101	441462	Capital Improvement Fund	DPW - Capital Projects	Miscellaneous Revenue	30,664	1,810	-	-	-	1,000
3095	43800	741	441475	Capital Improvement Fund	DPW - Capital Projects	Recovered Damages	21,010	21,059	-	-	-	-
3095	43780	101	461490	Capital Improvement Fund	DPW - Capital Projects	Interest Revenue	-	-	750	750	-	-
3095	41300	101	461490	Capital Improvement Fund	DPW - Capital Projects	Interest Revenue	671	1,198	-	-	750	2,000
3095	43780	101	462433	Capital Improvement Fund	DPW - Capital Projects	Bike Locker Rental Fees	-	-	-	-	-	-
3095	43780	101	462476	Capital Improvement Fund	DPW - Capital Projects	Gain/Loss on Sale of Property	69,632	-	-	-	-	-
3095	43780	101	491401	Capital Improvement Fund	DPW - Capital Projects	Transfer From General Fund	628,600	1,150,008	-	-	-	1,336,000
3095	41300	101	491425	Capital Improvement Fund	DPW - Capital Projects	Transfer Fr Debt Service Fund	-	10,376,829	11,823,443	11,823,443	13,200,000	4,890,820
3095	43780	101	493800	Capital Improvement Fund	DPW - Capital Projects	Bond Proceeds	9,000,000	-	-	-	-	-
3095	43780	101	493802	Capital Improvement Fund	DPW - Capital Projects	Premium on Bond Proceeds	97,243	-	-	-	-	-
3095	41300	101	493810	Capital Improvement Fund	DPW - Capital Projects	IMET Recovery	421	-	-	-	-	-
SUB-TOTAL REVENUE							14,344,202	15,275,879	15,720,153	15,720,153	17,413,676	11,653,562
3095	43700	101	510501	Capital Improvement Fund	DPW - Capital Projects	Regular Salaries	-	-	-	-	-	-
3095	46260	101	510501	Capital Improvement Fund	DPW - Capital Projects	Regular Salaries	(68,128)	(70,714)	(70,212)	(70,212)	(71,967)	(81,229)
3095	43780	721	510501	Capital Improvement Fund	DPW - Capital Projects	Regular Salaries	(163,805)	(114,328)	(346,598)	(346,598)	(399,945)	(430,348)
3095	43700	721	510501	Capital Improvement Fund	DPW - Capital Projects	Regular Salaries	-	(51,694)	(59,194)	(59,194)	-	-
3095	43780	101	510503	Capital Improvement Fund	DPW - Capital Projects	Overtime	-	-	(6,000)	(6,000)	-	-
3095	43780	721	510503	Capital Improvement Fund	DPW - Capital Projects	Overtime	(806)	(8,064)	-	-	(6,000)	(6,000)
3095	46260	101	510506	Capital Improvement Fund	DPW - Capital Projects	Equip Allow (Auto,Phone,Tools)	(253)	(253)	-	-	-	-
3095	43780	101	510518	Capital Improvement Fund	DPW - Capital Projects	Seasonal Employees	-	-	(7,500)	(7,500)	(7,500)	(7,500)
3095	43780	721	510519	Capital Improvement Fund	DPW - Capital Projects	Vacation Time Payout	-	(1,058)	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(232,991)	(246,110)	(489,504)	(489,504)	(485,412)	(525,077)
3095	43780	101	520520	Capital Improvement Fund	DPW - Capital Projects	Life Insurance Expense	-	-	-	-	-	-
3095	43700	101	520520	Capital Improvement Fund	DPW - Capital Projects	Life Insurance Expense	-	-	-	-	-	-
3095	46260	101	520520	Capital Improvement Fund	DPW - Capital Projects	Life Insurance Expense	(49)	(46)	(47)	(47)	(47)	(62)
3095	43780	721	520520	Capital Improvement Fund	DPW - Capital Projects	Life Insurance Expense	(121)	(218)	(474)	(474)	(539)	(539)
3095	43700	721	520520	Capital Improvement Fund	DPW - Capital Projects	Life Insurance Expense	-	-	(65)	(65)	-	-
3095	43780	101	520521	Capital Improvement Fund	DPW - Capital Projects	Health Insurance Expense	-	-	-	-	-	-
3095	46206	101	520521	Capital Improvement Fund	DPW - Capital Projects	Health Insurance Expense	-	-	-	-	-	-
3095	46260	101	520521	Capital Improvement Fund	DPW - Capital Projects	Health Insurance Expense	(8,410)	(8,785)	(8,259)	(8,259)	(8,251)	(13,728)
3095	43780	721	520521	Capital Improvement Fund	DPW - Capital Projects	Health Insurance Expense	(27,802)	(4,027)	(63,673)	(63,673)	(74,067)	(70,245)
3095	43700	721	520521	Capital Improvement Fund	DPW - Capital Projects	Health Insurance Expense	-	-	(5,249)	(5,249)	-	-
3095	43780	101	520522	Capital Improvement Fund	DPW - Capital Projects	Social Security Expense	-	-	-	-	-	-

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**CAPITAL IMPROVEMENTS FUND**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	2017	Projected	Budget
3095	43700	101	520522	Capital Improvement Fund	DPW - Capital Projects	Social Security Expense	-	-	-	-	-	-
3095	46260	101	520522	Capital Improvement Fund	DPW - Capital Projects	Social Security Expense	(3,446)	(3,657)	(4,353)	(4,353)	(3,943)	(5,036)
3095	43780	721	520522	Capital Improvement Fund	DPW - Capital Projects	Social Security Expense	(9,600)	(13,354)	(21,489)	(21,489)	(24,797)	(26,682)
3095	43700	721	520522	Capital Improvement Fund	DPW - Capital Projects	Social Security Expense	-	(3,090)	(3,670)	(3,670)	-	-
3095	43780	101	520523	Capital Improvement Fund	DPW - Capital Projects	Medicare Expense	-	-	-	-	-	-
3095	43700	101	520523	Capital Improvement Fund	DPW - Capital Projects	Medicare Expense	-	-	-	-	-	-
3095	46260	101	520523	Capital Improvement Fund	DPW - Capital Projects	Medicare Expense	(954)	(989)	(1,018)	(1,018)	(1,044)	(1,178)
3095	43780	721	520523	Capital Improvement Fund	DPW - Capital Projects	Medicare Expense	(2,245)	(3,123)	(5,026)	(5,026)	(5,799)	(6,240)
3095	43700	721	520523	Capital Improvement Fund	DPW - Capital Projects	Medicare Expense	-	(723)	(858)	(858)	-	-
3095	43780	101	520527	Capital Improvement Fund	DPW - Capital Projects	IMRF Contributions	-	-	-	-	-	-
3095	46260	101	520527	Capital Improvement Fund	DPW - Capital Projects	IMRF Contributions	(9,654)	(10,020)	(9,998)	(9,998)	(10,248)	(8,090)
3095	43780	721	520527	Capital Improvement Fund	DPW - Capital Projects	IMRF Contributions	(23,325)	(32,370)	(48,524)	(48,524)	(56,952)	(42,863)
3095	43700	721	520527	Capital Improvement Fund	DPW - Capital Projects	IMRF Contributions	-	(7,325)	(8,287)	(8,287)	-	-
SUB-TOTAL FRINGE BENEFITS							(85,606)	(87,726)	(180,990)	(180,990)	(185,687)	(174,663)
3095	43780	101	530650	Capital Improvement Fund	DPW - Capital Projects	Conferences Training	(3,566)	(1,437)	(12,000)	(12,000)	(7,500)	(7,500)
3095	43780	135	530650	Capital Improvement Fund	DPW - Capital Projects	Conferences Training	-	-	-	-	-	-
3095	43780	721	530650	Capital Improvement Fund	DPW - Capital Projects	Conferences Training	-	-	-	-	-	-
3095	43780	802	530656	Capital Improvement Fund	DPW - Capital Projects	Grant Contractuals	-	-	-	-	-	-
3095	41020	101	530667	Capital Improvement Fund	DPW - Capital Projects	External Support	(24,665)	(13,676)	(140,000)	(145,300)	(145,300)	(40,000)
3095	43780	101	530667	Capital Improvement Fund	DPW - Capital Projects	External Support	(86,237)	(50,826)	(215,000)	(266,560)	(266,560)	(455,000)
3095	43800	101	530667	Capital Improvement Fund	DPW - Capital Projects	External Support	(777)	-	-	-	-	-
3095	43780	101	530805	Capital Improvement Fund	DPW - Capital Projects	Bond Issuance Fees	(221,988)	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(337,233)	(65,939)	(367,000)	(423,860)	(419,360)	(502,500)
3095	43780	101	550601	Capital Improvement Fund	DPW - Capital Projects	Printing	(4,284)	(4,468)	(5,500)	(5,500)	(5,500)	(5,500)
3095	43780	101	550602	Capital Improvement Fund	DPW - Capital Projects	Membership Dues	(1,680)	(595)	(2,445)	(2,445)	(2,445)	(2,445)
3095	43780	101	550603	Capital Improvement Fund	DPW - Capital Projects	Postage	(93)	(1,213)	(2,400)	(2,400)	(2,400)	(2,400)
3095	43780	721	550603	Capital Improvement Fund	DPW - Capital Projects	Postage	(23)	-	-	-	-	-
3095	43780	101	550652	Capital Improvement Fund	DPW - Capital Projects	Legal Postings and Doc. Fees	(2,774)	(2,502)	(3,000)	(3,000)	(3,000)	(3,000)
3095	41300	101	550656	Capital Improvement Fund	DPW - Capital Projects	Miscellaneous Expense	-	(7,007)	-	-	-	-
3095	43780	101	550663	Capital Improvement Fund	DPW - Capital Projects	Software License Updates	(18,044)	(12,491)	(10,840)	(10,840)	(10,840)	(21,848)
3095	43780	101	550671	Capital Improvement Fund	DPW - Capital Projects	Office Machine Service	(14,861)	(11,711)	(10,289)	(10,289)	(10,289)	(10,350)
3095	43780	721	550671	Capital Improvement Fund	DPW - Capital Projects	Office Machine Service	(6,401)	-	-	-	-	-
3095	43780	101	550673	Capital Improvement Fund	DPW - Capital Projects	Repairs	-	-	(250)	(250)	(250)	(250)
3095	43780	101	550690	Capital Improvement Fund	DPW - Capital Projects	Public Art	-	-	(107,951)	(107,951)	(107,951)	(100,000)
3095	46205	101	550690	Capital Improvement Fund	DPW - Capital Projects	Public Art	(56,907)	(30,607)	-	-	-	-
3095	43780	101	560620	Capital Improvement Fund	DPW - Capital Projects	Office Supplies	(2,377)	(1,617)	(2,000)	(2,000)	(2,000)	(2,000)
3095	43780	101	560625	Capital Improvement Fund	DPW - Capital Projects	Clothing	(1,229)	(181)	(2,000)	(2,000)	(2,000)	(2,000)
3095	43780	101	560631	Capital Improvement Fund	DPW - Capital Projects	Operational Supplies	(1,077)	(1,993)	(2,000)	(2,000)	(2,000)	(2,000)
3095	43780	101	560634	Capital Improvement Fund	DPW - Capital Projects	Sign Replacement	(8,211)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(117,961)	(74,386)	(148,675)	(148,675)	(148,675)	(151,793)
3095	43780	101	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(265,245)	(347,216)	(1,172,035)	(2,413,108)	(1,744,101)	(2,017,000)
3095	43780	721	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	-	(137,086)	-	-	-	-
3095	43750	781	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	-	(284)	-	-	-	-
3095	43780	801	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(70,408)	(5,520)	-	-	-	-
3095	43780	802	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(21,130)	-	-	-	-	-
3095	43780	814	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(83,320)	(41,258)	-	-	-	-
3095	43780	101	570707	Capital Improvement Fund	DPW - Capital Projects	Capital Improvements	-	(76,393)	-	(7,098)	(7,098)	-
3095	43780	101	570720	Capital Improvement Fund	DPW - Capital Projects	Computer Equipment	-	(2,357)	-	-	-	-
3095	43780	101	570951	Capital Improvement Fund	DPW - Capital Projects	Local Street Construction	(2,689,845)	(3,083,565)	(3,359,350)	(4,081,171)	(4,064,984)	(3,493,126)

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**CAPITAL IMPROVEMENTS FUND**

							2015	2016	2017	Amended	2017	2017	2018
Fund	Dept	Program	Account	Description	Department	Description	Actual	Actual	Budget	Budget	Projected	Budget	
3095	43780	721	570951	Capital Improvement Fund	DPW - Capital Projects	Local Street Construction	(50,000)	-	-	-	-	-	
3095	43780	802	570951	Capital Improvement Fund	DPW - Capital Projects	Local Street Construction	(263,685)	-	-	-	-	-	
3095	43780	101	570953	Capital Improvement Fund	DPW - Capital Projects	Sidewalk Improvements	(72,200)	(125,162)	(75,000)	(172,296)	(147,296)	(50,000)	
3095	43780	101	570954	Capital Improvement Fund	DPW - Capital Projects	Street Lighting Improvements	(21,951)	(709,665)	(75,000)	(193,553)	(193,553)	(50,000)	
3095	43780	751	570954	Capital Improvement Fund	DPW - Capital Projects	Street Lighting Improvements	-	(4,456)	-	-	-	-	
3095	43780	101	570955	Capital Improvement Fund	DPW - Capital Projects	Traffic Calming Improvements	(17,188)	(30,220)	(50,000)	(50,000)	(50,000)	(95,000)	
3095	43780	101	570957	Capital Improvement Fund	DPW - Capital Projects	Tree Replacement	(209,609)	(234,166)	(200,000)	(245,396)	(245,396)	(200,000)	
3095	43780	101	570958	Capital Improvement Fund	DPW - Capital Projects	Street Furnishings	(1,151)	-	(10,000)	(10,000)	(10,000)	(10,000)	
3095	43780	101	570959	Capital Improvement Fund	DPW - Capital Projects	Streetscaping	(151,949)	(144,311)	(3,126,156)	(4,107,986)	(2,572,147)	(1,405,156)	
3095	43780	101	570962	Capital Improvement Fund	DPW - Capital Projects	Bicycle Racks	(4,232)	-	(10,000)	(10,000)	(10,000)	(10,000)	
3095	43780	101	570963	Capital Improvement Fund	DPW - Capital Projects	Landscape Improvements	-	(71,340)	(50,000)	(50,000)	(50,000)	(50,000)	
3095	43780	101	570964	Capital Improvement Fund	DPW - Capital Projects	Alley Improvements	(2,830,981)	(2,425,513)	(2,700,000)	(2,996,005)	(2,841,073)	(2,700,000)	
3095	43780	815	570964	Capital Improvement Fund	DPW - Capital Projects	Alley Improvements	65,753	-	-	-	-	-	
3095	43780	101	570966	Capital Improvement Fund	DPW - Capital Projects	Traffic Signals	-	-	(29,459)	(29,459)	-	(29,459)	
3095	43780	101	570967	Capital Improvement Fund	DPW - Capital Projects	Bicycle Plan Improvements	(22,448)	(360,261)	-	(177,634)	(181,141)	-	
3095	43780	802	570967	Capital Improvement Fund	DPW - Capital Projects	Bicycle Plan Improvements	(2,498)	-	-	-	-	-	
3095	43780	818	570967	Capital Improvement Fund	DPW - Capital Projects	Bicycle Plan Improvements	(4,450)	-	-	-	-	-	
3095	43780	101	570971	Capital Improvement Fund	DPW - Capital Projects	Traffic Signal Management	(32,661)	(11,687)	(206,600)	(206,600)	(145,000)	(140,893)	
3095	43780	802	570971	Capital Improvement Fund	DPW - Capital Projects	Traffic Signal Management	(552)	-	(300,000)	(321,460)	(321,460)	-	
3095	43780	101	570972	Capital Improvement Fund	DPW - Capital Projects	Viaducts	-	-	(126,384)	(114,464)	-	(81,723)	
3095	43780	823	570972	Capital Improvement Fund	DPW - Capital Projects	Viaducts	(1,065)	-	-	-	-	-	
3095	43780	101	570974	Capital Improvement Fund	DPW - Capital Projects	Microsurfacing	(278,010)	(301,332)	(300,000)	(300,000)	(300,000)	(300,000)	
3095	43780	802	570974	Capital Improvement Fund	DPW - Capital Projects	Microsurfacing	(18,169)	-	-	-	-	-	
SUB-TOTAL CAPITAL OUTLAY							(7,046,996)	(8,111,793)	(11,789,984)	(15,486,230)	(12,883,249)	(10,632,357)	
3095	43780	101	591801	Capital Improvement Fund	DPW - Capital Projects	Transfer To General Fund	(500,004)	(500,004)	-	-	-	-	
3095	43780	101	591812	Capital Improvement Fund	DPW - Capital Projects	Transfer To Capital Bldg Impr	(2,242,344)	(500,004)	(644,000)	(644,000)	(644,000)	(1,267,250)	
3095	43780	101	591825	Capital Improvement Fund	DPW - Capital Projects	Transfer To Debt Service Fund	-	-	-	-	-	-	
3095	43780	101	591829	Capital Improvement Fund	DPW - Capital Projects	Transfer To Equip Repl	(4)	(1,050,000)	(1,100,000)	(1,100,000)	(1,100,000)	(830,557)	
3095	43780	101	591832	Capital Improvement Fund	DPW - Capital Projects	Transfer To Fleet Replacement	(665,004)	(1,000,008)	(1,000,000)	(1,000,000)	(1,000,000)	(1,328,903)	
SUB-TOTAL TRANSFERS							(3,407,356)	(3,050,016)	(2,744,000)	(2,744,000)	(2,744,000)	(3,426,710)	
SUB-TOTAL EXPENDITURES							(11,228,143)	(11,635,970)	(15,720,153)	(19,473,259)	(16,866,383)	(15,413,100)	
NET SURPLUS/(DEFICIT)							3,116,059	3,639,909	0	(3,753,106)	547,293	(3,759,538)	
Beginning Audited Fund Balance 1/1/17									3,212,245				
2017 Projected Surplus (Deficit)									547,293				
Ending Projected Fund Balance 12/31/17									3,759,538				
Estimated Fund Balance 1/1/18										3,759,538			
2018 Budgeted Surplus (Deficit)										(3,759,538)			
Ending Estimated Fund Balance 12/31/18										-			

VILLAGE OF OAK PARK  
FISCAL YEAR 2017 BUDGET  
LAKE & FOREST DEVELOPMENT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Budget</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>	
4001	41300	101	411401	Lake Forest Develop Project	Finance	Property Tax Increment (from DT TIF)	-	-	-	-	-	Fund Closed
4001	41300	101	491425	Lake Forest Develop Project	Finance	Interfund Transfer Revenue	-	-	-	10,434,449	-	Fund Closed
SUB-TOTAL REVENUE							-	-	-	10,434,449	-	
4001	46205	101	530660	Lake Forest Develop Project	DCS - Business Services	General Contractuals	-	-	-	-	-	Fund Closed
4001	41070	101	530667	Lake Forest Develop Project	LEGAL - Law	External Support	(21,445)	-	-	-	-	Fund Closed
4001	41300	101	530667	Lake Forest Develop Project	LEGAL - Law	External Support	-	-	-	(1,870)	-	Fund Closed
4001	46205	101	530667	Lake Forest Develop Project	DCS - Business Services	External Support	-	-	-	(9,883,114)	-	Fund Closed
4001	41300	101	581806	Lake Forest Develop Project	Finance	Letter of Credit Interest Exp.	(115,493)	-	-	(16,625)	-	Fund Closed
SUB-TOTAL EXPENDITURES							(136,938)	-	-	(9,901,609)	-	
NET SURPLUS/(DEFICIT)							(136,938)	-	-	532,840	-	
Beginning Audited Fund Balance 1/1/17							(532,840)					
2016 Projected Surplus (Deficit)							532,840					
Ending Projected Fund Balance 12/31/17							-					
Estimated Fund Balance 1/1/18							-					
2017 Budgeted Surplus (Deficit)							-					
Ending Estimated Fund Balance 12/31/18							-					

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
COLT WESTGATE REDEVELOPMENT FUND

							Amended					
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
4002	41300	101	491498	Colt Westgate Redevelopment	Finance	Transfer from DT TIF Fund	-	3,000,000	-	-	-	-
4002	46205	101	440492	Colt Westgate Redevelopment	Development Customer Services	Reimbursement of Expenses	-	(80,270)	-	-	-	-
4002	46260	101	440492	Colt Westgate Redevelopment	Development Customer Services	Reimbursement of Expenses	-	80,270	-	-	-	-
4002	41300	101	493800	Colt Westgate Redevelopment	Finance	Escrow Funding	-	-	6,830,981	6,830,981	6,830,981	-
SUB-TOTAL REVENUE							-	3,000,000	6,830,981	6,830,981	6,830,981	-
4002	43780	101	530667	Colt Westgate Redevelopment	Development Customer Services	External Support	(19,627)	(65,378)	-	-	-	-
4002	46250	101	530667	Colt Westgate Redevelopment	Development Customer Services	External Support	(506,835)	-	(4,435,000)	(6,830,981)	(4,435,000)	-
4002	46260	101	530667	Colt Westgate Redevelopment	Development Customer Services	External Support	(321,269)	(1,080,780)	-	-	-	-
4002	46260	101	540692	Colt Westgate Redevelopment	Development Customer Services	Electricity	(436)	-	-	-	-	-
4002	46260	101	540693	Colt Westgate Redevelopment	Development Customer Services	Natural Gas	(3,091)	-	-	-	-	-
4002	46250	101	550601	Colt Westgate Redevelopment	Development Customer Services	Printing	(120)	-	-	-	-	-
4002	46205	101	582101	Colt Westgate Redevelopment	Development Customer Services	Loss on Land Held for Resale	-	(5,019,730)	-	-	-	-
4002	46260	101	585616	Colt Westgate Redevelopment	Development Customer Services	Relocation Expenses	(30,014)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							(881,391)	(6,165,888)	(4,435,000)	(6,830,981)	(4,435,000)	-
NET SURPLUS/(DEFICIT)							(881,391)	(3,165,888)	2,395,981	-	2,395,981	-
							</					

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
SOUTH & HARLEM REDEVELOPMENT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
4003	41300	101	462476	South & Harlem Redevelopment	General	Property Sales	-	-	1,850,000	1,850,000	2,153,795	-
						SUB-TOTAL REVENUE	-	-	1,850,000	1,850,000	2,153,795	-
4003	43780	101	530667	South & Harlem Redevelopment	DPW - Capital Projects	External Support	(89,147)	(44,238)	(170,000)	(482,270)	(482,270)	-
4003	41300	101	591801	South & Harlem Redevelopment	General	Transfer to General Fund			(1,680,000)	(1,680,000)	(1,680,000)	-
						SUB-TOTAL EXPENDITURES	(89,147)	(44,238)	(1,850,000)	(2,162,270)	(2,162,270)	-
						NET SURPLUS/(DEFICIT)	(89,147)	(44,238)	-	(312,270)	(8,475)	-
						Beginning Audited Fund Balance 1/1/17			(133,384)			
						2017 Projected Surplus (Deficit)			(8,475)			
						Ending Projected Fund Balance 12/31/17			(141,859)			
						Estimated Fund Balance 1/1/18					(141,859)	
						2018 Budgeted Surplus (Deficit)					-	
						Ending Estimated Fund Balance 12/31/18					(141,859)	

## **Enterprise Funds Overview**

The Village has the following three enterprise Funds:

- Environmental Services
- Parking
- Water

Enterprise Funds are distinguished from other Village Funds in that they are often run similar to a business and funded by user fees rather than taxes or other revenue sources typically assessed to the public for funding general Village operations. Enterprise Funds usually serve a very specific purpose such as providing water/sewer services or refuse pickup and such services are billed directly to the customer or user of such service.

For these types of Funds, the Village may still issue bonds to help pay for non-routine capital improvements or expenditures but the payment on the debt service for this bonds is usually abated (removed) from the tax levy and paid by user fee revenue within the Fund. Finally, although expenses in these Funds are kept separate and not paid for by general Village revenues, the same rules apply regarding purchases and same level or degree of due diligence is performed to receive the best services at the lowest possible cost.

## **ENVIRONMENTAL SERVICES FUND**

### **DEPARTMENTAL SUMMARY**

#### **Fund Summary**

The Department of Public Works is responsible for the oversight and management of this Fund through its Environmental Services Division. This division manages the Village's solid waste collection and comprehensive recycling programs. Waste collection, compost collection and recycling are provided through contract services for single family units and multi-family unit residents up to five unit buildings as well as over 69 institutional facilities. Also included in this fund is support of the Village's fall leaf collection program, the Keep Oak Park Beautiful program, At Your Door special collections and an enforcement program which relates to the enforcement of Village Ordinances for alleys and solid waste that would be considered a nuisance.

This Fund transfers resources to the Sustainability Fund (a special revenue fund) which supports all expenditures related to Sustainability (a function in the Village Manager's Office) including personnel, materials and supplies and contractual services.

Revenues for this fund are generated through the solid waste collection fees which cover the cost of collection and disposal.



## 2017 ACCOMPLISHMENTS

- The Environmental Services Division of Public Works administered the first year of a five year contract with Waste Management for collection and transportation of refuse, recycling, yard waste and “At Your Door” hazardous waste services. In addition the Village is in the ninth year of a ten year contract for waste disposal as a participating community in the Regional Disposal Project provided by the West Cook County Solid Waste Agency.
- The division managed the organics collection program, CompostAble, for food scraps, food-soiled paper products and yard waste has grown steadily since it was piloted in 2012 with 110 participants. There are over 1,100 households, churches, schools, Park District facilities, Farmers Market and the OPRF Food Pantry.
- The paper shredding and used clothing collection event held in April served 381 households and diverted 14,000 pounds of materials from the landfill. The second 2017 event was scheduled for September.
- The eighth annual Earth Fest event was held on April 23<sup>rd</sup> and an estimated 800 residents attended the event.
- The Block Party program continued to support opportunities to be a “Green Block Party” which included demonstrations on composting.
- Developed a succession plan for the Environmental Services Division Manager due to retirement.
- Per the collection contract with Waste Management, develop rates for Multi-Family building over 6 units. Draft a rate ordinance modification and submit to the Board for approval. Design and offer an opt-in program.

## **2018 WORK PLAN**

- The Village will be asked to renew the long-term disposal contract administered by the Solid Waste Agency of West Cook. The new contract will be the second ten year extension of the original contract and will be in effect from January 1, 2019 to December 31, 2028.
- Continue promoting participation in the CompostAble organics collection program.
- Continue special collection events for shredding and clothing.
- Plan and host an Earth Fest event in April.
- Investigate the potential to combine the Green Block Park and Keep Oak Park Beautiful programs
- The Environmental Services Division will use existing staff to continue a refuse cart inventory and work with the Finance Department to validate refuse billing accounts.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**ENVIRONMENTAL SERVICES FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
5055	43760	101	444453	Environmental Services Fund	DPW - Environmental Services	Refuse Collection Fees	3,340,711	3,365,656	3,858,000	3,858,000	3,900,000	4,110,825
5055	43760	101	444474	Environmental Services Fund	DPW - Environmental Services	Yard Waste Stickers	11,778	10,571	12,500	12,500	12,500	13,000
5055	43760	101	444475	Environmental Services Fund	DPW - Environmental Services	Refuse Stickers	48,830	55,543	49,500	49,500	49,500	51,700
SUB-TOTAL REVENUE							3,401,319	3,431,769	3,920,000	3,920,000	3,962,000	4,175,525
5055	43760	101	510501	Environmental Services Fund	DPW - Environmental Services	Regular Salaries	(83,049)	(77,555)	(90,194)	(90,194)	(90,194)	(90,000)
5055	43760	764	510501	Environmental Services Fund	DPW - Environmental Services	Regular Salaries	(51,097)	(52,886)	(54,654)	(63,598)	(52,678)	(61,856)
5055	43760	797	510501	Environmental Services Fund	DPW - Environmental Services	Regular Salaries	(59,999)	(61,657)	(61,220)	(61,220)	(61,220)	(65,888)
5055	43760	101	510503	Environmental Services Fund	DPW - Environmental Services	Overtime	(6,324)	(8,086)	(1,000)	(1,000)	-	-
5055	43760	764	510503	Environmental Services Fund	DPW - Environmental Services	Overtime	(7,331)	(6,750)	(3,000)	(3,000)	(3,000)	(3,000)
SUB-TOTAL PERSONAL SERVICES							(207,801)	(206,933)	(210,068)	(219,012)	(207,092)	(220,744)
5055	43760	764	520515	Environmental Services Fund	DPW - Environmental Services	Health Insurance Opt Out	(2,884)	(3,018)	-	-	-	(450)
5055	43760	101	520520	Environmental Services Fund	DPW - Environmental Services	Life Insurance Expense	(55)	(91)	(93)	(93)	(93)	(93)
5055	43760	764	520520	Environmental Services Fund	DPW - Environmental Services	Life Insurance Expense	(65)	(82)	(84)	(98)	(84)	(84)
5055	43760	797	520520	Environmental Services Fund	DPW - Environmental Services	Life Insurance Expense	(41)	(91)	(93)	(93)	(93)	(93)
5055	43760	101	520521	Environmental Services Fund	DPW - Environmental Services	Health Insurance Expense	(8,544)	(8,948)	(8,259)	(8,259)	(8,259)	(24,331)
5055	43760	764	520521	Environmental Services Fund	DPW - Environmental Services	Health Insurance Expense	(14,811)	(15,505)	(12,321)	(20,580)	(15,007)	(16,427)
5055	43760	797	520521	Environmental Services Fund	DPW - Environmental Services	Health Insurance Expense	(14,720)	(15,432)	(16,218)	(16,218)	(13,158)	(13,561)
5055	43760	101	520522	Environmental Services Fund	DPW - Environmental Services	Social Security Expense	(4,800)	(4,942)	(5,592)	(5,592)	(5,592)	(5,580)
5055	43760	764	520522	Environmental Services Fund	DPW - Environmental Services	Social Security Expense	(3,593)	(3,663)	(3,389)	(3,944)	(3,266)	(3,835)
5055	43760	797	520522	Environmental Services Fund	DPW - Environmental Services	Social Security Expense	(3,555)	(3,633)	(3,796)	(3,796)	(3,796)	(4,085)
5055	43760	101	520523	Environmental Services Fund	DPW - Environmental Services	Medicare Expense	(1,123)	(1,156)	(1,308)	(1,308)	(1,308)	(1,305)
5055	43760	764	520523	Environmental Services Fund	DPW - Environmental Services	Medicare Expense	(840)	(857)	(792)	(922)	(764)	(897)
5055	43760	797	520523	Environmental Services Fund	DPW - Environmental Services	Medicare Expense	(831)	(850)	(888)	(888)	(888)	(955)
5055	43760	101	520527	Environmental Services Fund	DPW - Environmental Services	IMRF Contributions	(11,276)	(11,610)	(12,627)	(12,627)	(12,844)	(8,964)
5055	43760	764	520527	Environmental Services Fund	DPW - Environmental Services	IMRF Contributions	(8,625)	(8,878)	(7,651)	(8,903)	(7,501)	(6,161)
5055	43760	797	520527	Environmental Services Fund	DPW - Environmental Services	IMRF Contributions	(8,502)	(8,737)	(8,571)	(8,571)	(8,718)	(6,562)
SUB-TOTAL FRINGE BENEFITS							(84,266)	(87,491)	(81,682)	(91,892)	(81,371)	(93,383)
5055	43760	101	520528	Environmental Services Fund	DPW - Environmental Services	S125 Admin. Expenses	18,277	29,289	-	-	-	-
5055	43760	101	530650	Environmental Services Fund	DPW - Environmental Services	Conferences Training	(268)	(408)	(600)	(600)	(600)	(1,600)
5055	43760	796	530650	Environmental Services Fund	DPW - Environmental Services	Conferences Training	-	-	-	-	-	(1,500)
5055	43760	797	530650	Environmental Services Fund	DPW - Environmental Services	Conferences Training	(767)	(436)	(500)	(500)	(500)	(600)
5055	43760	101	530660	Environmental Services Fund	DPW - Environmental Services	General Contractuals	(2,621,638)	(2,625,892)	(3,090,232)	(3,090,232)	(3,090,232)	(3,149,640)
5055	43760	764	530660	Environmental Services Fund	DPW - Environmental Services	General Contractuals	(196,335)	(196,335)	(202,225)	(202,225)	(202,225)	(207,281)
5055	43760	795	530662	Environmental Services Fund	DPW - Environmental Services	Boards Commissions Support	(339)	-	-	-	-	-
5055	43760	101	530667	Environmental Services Fund	DPW - Environmental Services	External Support	(3,750)	(782)	(2,000)	(2,000)	(2,000)	(2,240)
5055	43760	796	530667	Environmental Services Fund	DPW - Environmental Services	External Support	-	-	(13,500)	(13,500)	(13,500)	(12,500)
SUB-TOTAL CONTRACTUAL SERVICES							(2,804,819)	(2,794,565)	(3,309,057)	(3,309,057)	(3,309,057)	(3,375,361)
5055	43760	101	550601	Environmental Services Fund	DPW - Environmental Services	Printing	(298)	(83)	(500)	(500)	(500)	(500)
5055	43760	796	550601	Environmental Services Fund	DPW - Environmental Services	Printing	-	-	(500)	(500)	(250)	(500)
5055	43760	797	550601	Environmental Services Fund	DPW - Environmental Services	Printing	-	-	(500)	(500)	(500)	(500)
5055	43760	101	550602	Environmental Services Fund	DPW - Environmental Services	Membership Dues	(914)	(1,226)	(1,150)	(1,150)	(1,150)	(1,074)
5055	43760	796	550602	Environmental Services Fund	DPW - Environmental Services	Membership Dues	(300)	(300)	(300)	(300)	(300)	(250)
5055	43760	797	550602	Environmental Services Fund	DPW - Environmental Services	Membership Dues	(200)	(212)	(212)	(212)	(212)	(462)
5055	43760	101	550603	Environmental Services Fund	DPW - Environmental Services	Postage	(154)	(243)	(500)	(500)	(400)	(500)
5055	43760	171	550603	Environmental Services Fund	DPW - Environmental Services	Postage	(45)	-	-	-	-	-
5055	43760	797	550603	Environmental Services Fund	DPW - Environmental Services	Postage	-	-	(300)	(300)	(300)	(300)

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
ENVIRONMENTAL SERVICES FUND

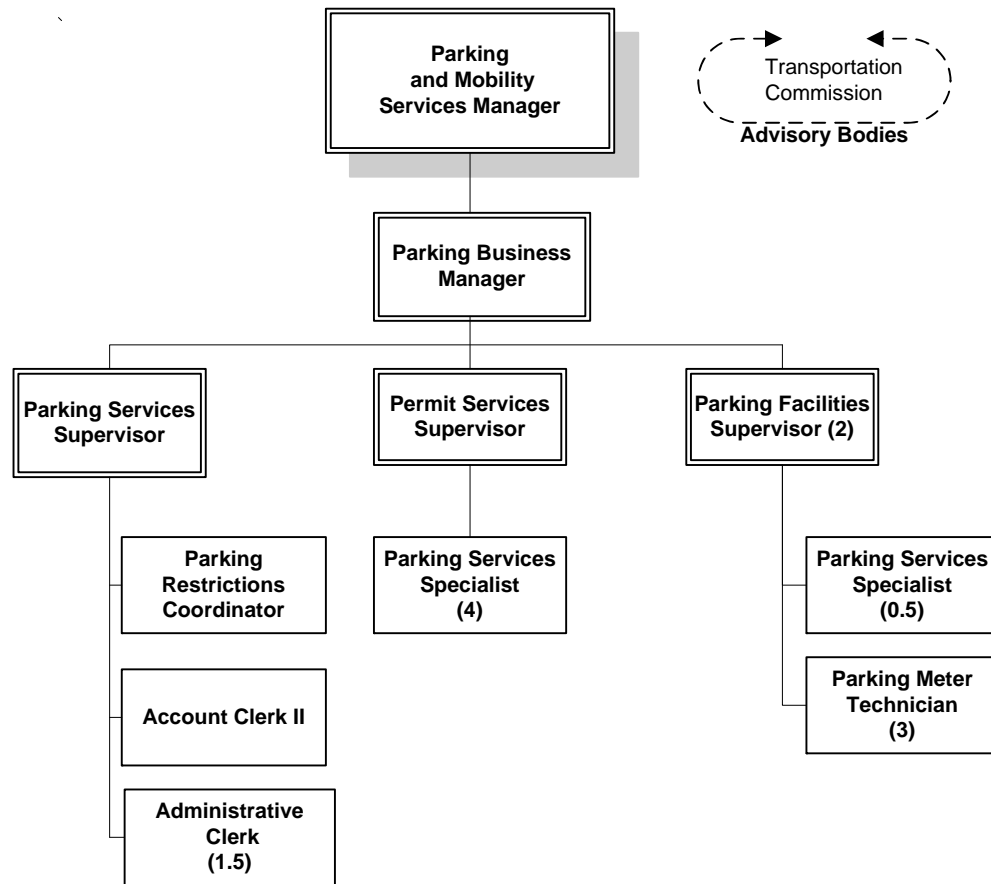
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
5055	43760	101	560620	Environmental Services Fund	DPW - Environmental Services	Office Supplies	-	(35)	(100)	(100)	(100)	(100)
5055	43760	796	560620	Environmental Services Fund	DPW - Environmental Services	Office Supplies	-	-	(100)	(100)	(100)	(100)
5055	43760	797	560620	Environmental Services Fund	DPW - Environmental Services	Office Supplies	-	-	(100)	(100)	(100)	(100)
5055	43760	797	560625	Environmental Services Fund	DPW - Environmental Services	Clothing	-	(79)	(200)	(200)	(200)	(200)
5055	43760	101	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	(4,464)	(1,180)	(5,000)	(5,000)	(3,000)	(5,000)
5055	43760	764	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	-	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
5055	43760	795	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	-	(114)	-	-	-	-
5055	43760	796	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	(1,491)	(2,581)	(2,000)	(2,000)	(2,000)	(3,000)
5055	43760	797	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	(39)	-	(200)	(200)	-	(200)
SUB-TOTAL MATERIALS & SUPPLIES							(7,905)	(7,052)	(12,662)	(12,662)	(10,112)	(13,786)
5055	43760	101	560637	Environmental Services Fund	DPW - Environmental Services	Vehicle Equipment Parts	-	-	-	-	-	-
5055	43760	101	570667	Environmental Services Fund	DPW - Environmental Services	Grant Expenses	(1,450)	(450)	-	-	-	-
5055	43760	796	570667	Environmental Services Fund	DPW - Environmental Services	Grant Expenses	-	(2,443)	-	-	-	-
5055	43760	101	580599	Environmental Services Fund	DPW - Environmental Services	Legal Settlements - General	-	(5,000)	-	-	-	-
5055	43760	101	580700	Environmental Services Fund	DPW - Environmental Services	Bad Debt Expense	-	(8,000)	-	-	-	-
5055	43760	101	580899	Environmental Services Fund	DPW - Environmental Services	Depreciation Expense	(5,068)	(5,068)	-	-	-	-
5055	43760	101	591801	Environmental Services Fund	DPW - Environmental Services	Transfer To General Fund	-	(700,000)	-	-	-	-
5055	43760	101	591890	Environmental Services Fund	DPW - Environmental Services	Transfer To Other Funds	(112,992)	(500,604)	(430,000)	(430,000)	(430,000)	(434,000)
SUB-TOTAL OTHER							(119,510)	(1,221,565)	(430,000)	(430,000)	(430,000)	(434,000)
SUB-TOTAL EXPENDITURES							(3,224,301)	(4,317,606)	(4,043,469)	(4,062,623)	(4,037,632)	(4,137,274)
NET SURPLUS/(DEFICIT)							177,018	(885,837)	(123,469)	(142,623)	(75,632)	38,251

Beginning Audited Fund Balance 1/1/17  
2017 Projected Surplus (Deficit)  
Ending Projected Fund Balance 12/31/17

619,408  
(75,632)  
543,776

Estimated Fund Balance 1/1/18  
2018 Budgeted Surplus (Deficit)  
Ending Estimated Fund Balance 12/31/18

543,776  
38,251  
582,027



## **PARKING FUND**

### **EXECUTIVE SUMMARY**

#### **Departmental Summary**

In densely populated Oak Park - with a population of 52,000 and an automobile population estimated at nearly 30,000, the limited supply of parking must be managed. The department manages operations related to shared parking; where and how parking is allowed, for how long and, in some cases, by whom. By managing the parking supply - most of which is on public property - the Village's Parking and Mobility Services Department helps Oak Park residents and business personnel meet their parking needs, while also maintaining the character of the community.

Parking and Mobility Services manages publicly provided parking, four public parking garages, more than 100 off-street lots and nearly 1,500 meters. In addition, the department manages a comprehensive parking permit system that includes 3,600 quarterly parking permits, 2,300 quarterly on-street, overnight permits and 150,000 parking passes for residents and their guests who request temporary on-street parking. The Parking and Mobility Services Department administers the sale of Village Vehicle Stickers. Parking and Mobility Services also reviews, researches, and recommends the addition and revision of parking regulations within the Village as the staff liaison to the Transportation Commission.

As part of mobility services, the department oversees programs such as, Divvy bike share, various car share programs, electric-vehicle charging stations, the Universal Valet Parking Program, the displacement of registered vehicles during major capital projects, and traffic safety plans in conjunction with public works.

## **2017 EXPECTED ACCOMPLISHMENTS**

- Completed camera and intercom upgrades for Village garages as part of the overall Village property updates. The technology to aging and becoming obsolete, in the last few years there were several times when repairs had to be made.
- Completed phase II of upgrades to the Village Parking Garages revenue control system including License Plate Recognition and supplemental Revenue Control System Upgrades.
- Worked with a consultant to prepare a request for proposal and implementation of upgrades to the Parking Services permit, vehicle sticker, and citations, as well as License Plate recognition.
- Completed parking facilities maintenance study and started implementation.
- Continued comprehensive review of on-street parking restrictions with plans to complete by the end of the year.
- Expanded the Village's (EV) charging station program by adding and upgrading EV charging stations at the Village Parking Garages.
- Completed pilot of consolidated sign project.
- Completed pilot of on-street pay-by-plate technology.

## **2018 WORK PLAN**

- Continue implementation of the parking facilities maintenance study that was completed in 2017 across multiple facilities.
- Review for possible expansion of the regional bike share program (Divvy) with a budgeted expansion amount of \$260,000 for 4 new stations.
- Start fabrication and installation of the Parking Wayfinding System that is anticipated to take three years at \$200,000 per year.
- Continue a comprehensive review and begin implementation of recommendations of all parking related ordinances and policies as part of the Village Board goals for 2016-2017.
- Implement upgrades to the Parking Services permit, vehicle sticker, and citations, as well as License Plate recognition with a budgeted amount of \$450,000. This will require participation by the Adjudication, Finance, Information Technology, and Police Departments.
- Start installation of new on-street parking restriction signage that is anticipated to take four years at \$200,000 per year.



**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
PARKING FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
5060	43770	101	422481	Parking Fund	DCS - Parking Services	Parking Permits	-	-	2,800,000	2,800,000	2,800,000	2,961,350
5060	43770	787	422481	Parking Fund	DCS - Parking Services	Parking Permits	-	(93)	-	-	-	-
5060	43770	788	422481	Parking Fund	DCS - Parking Services	Parking Permits	-	(60)	-	-	-	-
5060	41300	101	422481	Parking Fund	DCS - Parking Services	Parking Permits	-	40	-	-	-	-
5060	43770	793	422481	Parking Fund	DCS - Parking Services	Parking Permits	1,414,213	1,308,726	-	-	-	-
5060	43770	793	422482	Parking Fund	DCS - Parking Services	Landlord/Corp. Parking Permits	897,106	913,323	-	-	-	-
5060	43770	101	422483	Parking Fund	DCS - Parking Services	Onstreet Parking Permits	-	-	1,090,000	1,090,000	1,100,000	1,112,000
5060	43770	786	422483	Parking Fund	DCS - Parking Services	Onstreet Parking Permits	-	(301)	-	-	-	-
5060	43770	793	422483	Parking Fund	DCS - Parking Services	Onstreet Parking Permits	1,042,213	1,145,077	-	-	-	-
5060	43770	793	422485	Parking Fund	DCS - Parking Services	One-Time Overnight Permit	120	160	-	-	-	-
5060	43770	786	440456	Parking Fund	DCS - Parking Services	Onstreet Paystation Revenue	559,663	299,752	-	-	-	-
5060	43770	787	440456	Parking Fund	DCS - Parking Services	Onstreet Paystation Revenue	(5)	-	-	-	-	-
5060	43770	793	440457	Parking Fund	DCS - Parking Services	Discounted Employee Cards	69,678	55,122	-	-	-	-
5060	43770	793	440459	Parking Fund	DCS - Parking Services	Meter Key Revenue	5,042	2,947	-	-	-	-
5060	43770	101	440460	Parking Fund	DCS - Parking Services	Garage Fees	-	-	1,250,000	1,250,000	1,700,000	1,800,000
5060	43770	783	440460	Parking Fund	DCS - Parking Services	Garage Fees	1,926	6,697	-	-	-	-
5060	43770	784	440460	Parking Fund	DCS - Parking Services	Garage Fees	386,841	452,020	-	-	-	-
5060	43770	785	440460	Parking Fund	DCS - Parking Services	Garage Fees	(100)	50,581	-	-	-	-
5060	43770	788	440460	Parking Fund	DCS - Parking Services	Garage Fees	854,405	906,968	-	-	-	-
5060	43770	101	440461	Parking Fund	DCS - Parking Services	Parking Meter Collections	-	-	1,350,000	1,350,000	1,100,000	1,125,000
5060	43770	786	440461	Parking Fund	DCS - Parking Services	Parking Meter Collections	1,144,430	1,003,983	-	-	-	-
5060	43770	784	440470	Parking Fund	DCS - Parking Services	Garage Validation Revenue	-	8,371	-	-	-	-
5060	43770	788	440470	Parking Fund	DCS - Parking Services	Garage Validation Revenue	-	110,085	-	-	-	-
5060	43770	101	441447	Parking Fund	DCS - Parking Services	Cashier Difference	(34)	-	-	-	-	-
5060	41300	101	441447	Parking Fund	DCS - Parking Services	Cashier Difference	-	46	-	-	-	-
5060	43770	788	441460	Parking Fund	DCS - Parking Services	Credit Card Points Revenue	-	(16)	-	-	-	-
5060	43770	101	441462	Parking Fund	DCS - Parking Services	Miscellaneous Revenue	5,253	107,593	-	-	30,000	15,000
5060	43770	788	441462	Parking Fund	DCS - Parking Services	Miscellaneous Revenue	-	1,337	184,000	184,000	-	-
5060	43770	127	441465	Parking Fund	DCS - Parking Services	Special Events Revenue	3,230	5,178	-	-	-	-
5060	43770	101	441475	Parking Fund	DCS - Parking Services	Recovered Damages	-	619	-	-	-	-
5060	41300	101	461490	Parking Fund	DCS - Parking Services	Interest Revenue	249	11	-	-	-	-
5060	43770	786	461490	Parking Fund	DCS - Parking Services	Interest Revenue	-	198	-	-	-	-
5060	43770	101	462476	Parking Fund	DCS - Parking Services	Gain/Loss on Sale of Property	5,200	-	-	-	-	-
5060	41300	101	491401	Parking Fund	DCS - Parking Services	Transfer From General Fund	156,996	60,000	40,000	40,000	40,000	40,000
5060	41300	101	491498	Parking Fund	DCS - Parking Services	Transfer From Downtown TIF	-	-	-	-	-	-
5060	43770	101	491498	Parking Fund	DCS - Parking Services	Transfer From Other Funds	-	-	-	-	-	-
5060	43770	101	491499	Parking Fund	DCS - Parking Services	Transfer From Other Funds	-	-	-	-	-	-
SUB-TOTAL REVENUE							6,546,426	6,438,365	6,714,000	6,714,000	6,770,000	7,053,350
5060	43770	101	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(250,741)	(354,421)	(470,052)	(470,052)	(431,500)	(334,739)
5060	43770	783	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(12,708)	(12,777)	(19,551)	(19,551)	(13,388)	(18,069)
5060	43770	784	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(23,597)	(23,726)	(47,481)	(47,481)	(24,700)	(43,882)
5060	43770	785	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(38,923)	(35,953)	-	-	(2,519)	-
5060	43770	786	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(73,231)	(74,052)	(36,309)	(36,309)	(65,250)	(33,789)
5060	43770	787	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(46,355)	(47,789)	(74,570)	(74,570)	(42,408)	(74,858)

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							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
5060	43770	788	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(54,429)	(54,725)	(94,962)	(94,962)	(56,419)	(87,764)
5060	43770	793	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(132,068)	(137,148)	(171,859)	(171,859)	(158,209)	(209,898)
5060	43770	101	510503	Parking Fund	DCS - Parking Services	Overtime	(4,849)	(3,385)	(5,000)	(5,000)	(5,000)	-
5060	43770	783	510503	Parking Fund	DCS - Parking Services	Overtime	(97)	(53)	-	-	-	-
5060	43770	784	510503	Parking Fund	DCS - Parking Services	Overtime	(180)	(98)	-	-	-	-
5060	43770	785	510503	Parking Fund	DCS - Parking Services	Overtime	(798)	(139)	-	-	-	-
5060	43770	786	510503	Parking Fund	DCS - Parking Services	Overtime	(12,044)	(16,714)	(12,000)	(12,000)	(8,000)	(12,000)
5060	43770	787	510503	Parking Fund	DCS - Parking Services	Overtime	(400)	(219)	(1,000)	(1,000)	-	-
5060	43770	788	510503	Parking Fund	DCS - Parking Services	Overtime	(411)	(223)	-	-	-	-
5060	43770	793	510503	Parking Fund	DCS - Parking Services	Overtime	(9,028)	(15,312)	(15,000)	(15,000)	(7,000)	(15,000)
5060	43770	101	510506	Parking Fund	DCS - Parking Services	Equip Allow (Auto,Phone,Tools)	-	(475)	-	-	(1,000)	(1,000)
5060	43770	101	510520	Parking Fund	DCS - Parking Services	Sick Time Payout	-	-	-	-	-	(700)
SUB-TOTAL PERSONAL SERVICES							(659,858)	(777,210)	(947,784)	(947,784)	(815,393)	(831,699)
5060	43770	101	520515	Parking Fund	DCS - Parking Services	Health Insurance Opt Out	(364)	-	-	-	-	-
5060	43770	101	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(215)	(539)	(744)	(744)	(810)	(558)
5060	43770	783	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(21)	(25)	(39)	(39)	(46)	(39)
5060	43770	784	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(30)	(47)	(95)	(95)	(110)	(95)
5060	43770	785	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(64)	(120)	-	-	-	-
5060	43770	786	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(77)	(119)	(73)	(73)	(90)	(73)
5060	43770	787	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(44)	(79)	(135)	(135)	(135)	(162)
5060	43770	788	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(117)	(109)	(190)	(190)	(180)	(190)
5060	43770	793	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(154)	(273)	(372)	(372)	(360)	(465)
5060	43770	101	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(58,632)	(83,831)	(132,062)	(132,062)	(118,110)	(70,880)
5060	43770	783	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(4,051)	(3,417)	(5,145)	(5,145)	(7,850)	(4,169)
5060	43770	784	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(7,523)	(6,345)	(12,494)	(12,494)	(15,843)	(10,125)
5060	43770	785	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(4,630)	(3,905)	-	-	-	-
5060	43770	786	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(16,067)	(15,293)	(9,555)	(9,555)	(12,250)	(7,742)
5060	43770	787	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(16,783)	(14,155)	(21,314)	(21,314)	(25,386)	(17,272)
5060	43770	788	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(17,362)	(14,643)	(24,989)	(24,989)	(25,698)	(20,249)
5060	43770	793	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(48,097)	(50,299)	(53,145)	(53,145)	(59,726)	(86,100)
5060	43770	101	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(15,224)	(19,916)	(29,545)	(29,545)	(26,753)	(20,754)
5060	43770	783	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(752)	(749)	(1,237)	(1,237)	(830)	(1,037)
5060	43770	784	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(1,395)	(1,390)	(3,004)	(3,004)	(1,531)	(2,519)
5060	43770	785	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(2,418)	(2,184)	-	-	(143)	-
5060	43770	786	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(5,061)	(5,361)	(2,297)	(2,297)	(4,045)	(1,941)
5060	43770	787	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(2,723)	(2,782)	(4,712)	(4,712)	(2,629)	(4,298)
5060	43770	788	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(3,219)	(3,206)	(6,008)	(6,008)	(3,498)	(5,039)
5060	43770	793	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(7,734)	(8,419)	(10,903)	(10,903)	(9,809)	(13,014)
5060	43770	101	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(3,561)	(4,658)	(6,910)	(6,910)	(6,257)	(4,854)
5060	43770	783	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(176)	(175)	(289)	(289)	(194)	(262)
5060	43770	784	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(326)	(325)	(703)	(703)	(358)	(636)
5060	43770	785	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(565)	(511)	-	-	(105)	-
5060	43770	786	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(1,184)	(1,254)	(537)	(537)	(946)	(490)
5060	43770	787	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(637)	(651)	(1,102)	(1,102)	(615)	(1,085)

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							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
5060	43770	788	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(753)	(750)	(1,405)	(1,405)	(818)	(1,273)
5060	43770	793	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(1,809)	(1,969)	(2,550)	(2,550)	(2,294)	(3,044)
5060	43770	101	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(36,978)	(44,197)	(66,714)	(66,714)	(61,446)	(33,340)
5060	43770	783	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(1,814)	(1,819)	(2,793)	(2,793)	(1,906)	(1,666)
5060	43770	784	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(3,369)	(3,377)	(6,784)	(6,784)	(3,517)	(4,047)
5060	43770	785	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(5,636)	(5,115)	-	-	(757)	-
5060	43770	786	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(12,083)	(12,863)	(5,188)	(5,188)	(8,864)	(3,118)
5060	43770	787	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(6,625)	(6,805)	(10,641)	(10,641)	(6,039)	(6,904)
5060	43770	788	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(7,771)	(7,789)	(13,568)	(13,568)	(8,034)	(8,094)
5060	43770	793	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(19,993)	(21,733)	(24,619)	(24,619)	(22,529)	(20,906)
SUB-TOTAL FRINGE BENEFITS							(316,037)	(351,196)	(461,861)	(461,861)	(440,511)	(356,440)
5060	43770	101	520528	Parking Fund	DCS - Parking Services	S125 Admin. Expenses	60,661	97,208	-	-	-	-
5060	43770	101	520900	Parking Fund	DCS - Parking Services	Change in NPO	(3,382)	(9,603)	-	-	-	-
5060	43770	101	530650	Parking Fund	DCS - Parking Services	Conferences Training	(5,922)	(3,559)	(6,000)	(6,000)	(6,000)	(6,000)
5060	43770	784	530650	Parking Fund	DCS - Parking Services	Conferences Training	-	-	(500)	(500)	-	-
5060	43770	793	530650	Parking Fund	DCS - Parking Services	Conferences Training	(120)	(1,500)	(1,500)	(1,500)	(1,500)	(1,500)
5060	43770	101	530658	Parking Fund	DCS - Parking Services	Temporary Services	(8,659)	-	-	-	(26,500)	(15,000)
5060	43770	101	530660	Parking Fund	DCS - Parking Services	General Contractuals	(20,853)	(66,442)	-	-	-	-
5060	43770	783	530660	Parking Fund	DCS - Parking Services	General Contractuals	(79,110)	(97,600)	(89,750)	(89,750)	(155,000)	(90,000)
5060	43770	784	530660	Parking Fund	DCS - Parking Services	General Contractuals	(198,463)	(200,571)	(287,400)	(287,400)	(287,400)	(294,000)
5060	43770	785	530660	Parking Fund	DCS - Parking Services	General Contractuals	(13,553)	(7,900)	(50,000)	(50,000)	(10,000)	(10,000)
5060	43770	786	530660	Parking Fund	DCS - Parking Services	General Contractuals	(228,811)	(133,125)	(150,000)	(150,000)	(150,000)	(475,000)
5060	43770	787	530660	Parking Fund	DCS - Parking Services	General Contractuals	(151,454)	(173,447)	(232,500)	(232,500)	(232,500)	(400,000)
5060	43770	788	530660	Parking Fund	DCS - Parking Services	General Contractuals	(557,287)	(435,371)	(695,350)	(695,350)	(695,000)	(625,000)
5060	43770	101	530667	Parking Fund	DCS - Parking Services	External Support	(108,368)	(71,919)	(50,000)	(50,000)	(100,000)	(50,000)
5060	43770	784	530667	Parking Fund	DCS - Parking Services	External Support	(1,727)	-	-	-	-	-
5060	43770	785	530667	Parking Fund	DCS - Parking Services	External Support	(4,650)	-	-	-	-	-
5060	43770	788	530667	Parking Fund	DCS - Parking Services	External Support	(2,799)	-	-	-	-	-
5060	43770	793	530667	Parking Fund	DCS - Parking Services	External Support	(954)	-	-	-	-	-
5060	43770	101	530675	Parking Fund	DCS - Parking Services	Bank Charges	-	-	(55,000)	(55,000)	-	-
5060	43770	784	530675	Parking Fund	DCS - Parking Services	Bank Charges	(6,785)	(11,397)	-	-	(15,000)	(15,000)
5060	43770	785	530675	Parking Fund	DCS - Parking Services	Bank Charges	(189)	-	-	-	-	-
5060	43770	786	530675	Parking Fund	DCS - Parking Services	Bank Charges	(4,262)	(28,649)	-	-	(25,000)	(25,000)
5060	43770	788	530675	Parking Fund	DCS - Parking Services	Bank Charges	(49,925)	(28,840)	(60,000)	(60,000)	(45,000)	(55,000)
5060	41300	169	530804	Parking Fund	DCS - Parking Services	Bond Paying Agent Fees	-	(193,837)	-	-	-	-
5060	43770	101	540657	Parking Fund	DCS - Parking Services	Property Taxes on Leased Lots	(33,776)	(29,993)	-	-	-	-
5060	43770	787	540657	Parking Fund	DCS - Parking Services	Property Taxes on Leased Lots	(30,443)	(28,692)	(35,000)	(35,000)	(75,000)	(75,000)
5060	43770	101	540661	Parking Fund	DCS - Parking Services	Cook County Parking Tax Exp	-	-	(75,000)	(75,000)	-	-
5060	43770	783	540674	Parking Fund	DCS - Parking Services	Property Repair	-	(1,794)	(2,000)	(2,000)	(2,000)	(10,000)
5060	43770	784	540674	Parking Fund	DCS - Parking Services	Property Repair	-	(9,116)	(10,000)	(10,000)	(20,000)	(20,000)
5060	43770	785	540674	Parking Fund	DCS - Parking Services	Property Repair	-	-	-	-	-	(10,000)
5060	43770	786	540674	Parking Fund	DCS - Parking Services	Property Repair	-	(2,100)	(20,000)	(20,000)	(20,000)	(20,000)
5060	43700	787	540674	Parking Fund	DCS - Parking Services	Property Repair	-	(3,365)	-	-	-	-
5060	43770	787	540674	Parking Fund	DCS - Parking Services	Property Repair	-	(7,028)	(25,000)	(25,000)	(25,000)	(25,000)

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5060	43770	788	540674	Parking Fund	DCS - Parking Services	Property Repair	-	(9,399)	(10,000)	(10,000)	(30,000)	(25,000)
5060	43770	784	540691	Parking Fund	DCS - Parking Services	Water Charges	(521)	(783)	(2,000)	(2,000)	(2,000)	(2,000)
5060	43770	788	540691	Parking Fund	DCS - Parking Services	Water Charges	(2,253)	(3,709)	(2,000)	(2,000)	(4,000)	(4,000)
5060	43770	783	540692	Parking Fund	DCS - Parking Services	Electricity	(9,053)	(11,214)	(10,000)	(10,000)	(10,000)	(10,000)
5060	43770	784	540692	Parking Fund	DCS - Parking Services	Electricity	(21,323)	(17,608)	(10,000)	(10,000)	(20,000)	(20,000)
5060	43770	785	540692	Parking Fund	DCS - Parking Services	Electricity	(32)	-	-	-	-	-
5060	43770	787	540692	Parking Fund	DCS - Parking Services	Electricity	(1,752)	(2,272)	(4,000)	(4,000)	(4,000)	(4,000)
5060	43770	788	540692	Parking Fund	DCS - Parking Services	Electricity	(45,981)	(41,856)	(48,000)	(48,000)	(40,000)	(48,000)
5060	43770	788	540693	Parking Fund	DCS - Parking Services	Natural Gas	(2,259)	(2,316)	(3,000)	(3,000)	(4,500)	(4,500)
5060	43770	101	540707	Parking Fund	DCS - Parking Services	Lot Rental Reimbursement	(3,457)	-	-	-	-	-
5060	43770	781	540707	Parking Fund	DCS - Parking Services	Lot Rental Reimbursement	(6,339)	-	-	-	-	-
5060	43770	785	540707	Parking Fund	DCS - Parking Services	Lot Rental Reimbursement	-	-	-	-	-	-
5060	43770	787	540707	Parking Fund	DCS - Parking Services	Lot Rental Reimbursement	(41,054)	(60,866)	(45,000)	(45,000)	(70,000)	(70,000)
SUB-TOTAL CONTRACTUAL SERVICES							(1,584,855)	(1,598,666)	(1,979,000)	(1,979,000)	(2,075,400)	(2,409,000)
5060	43770	101	550601	Parking Fund	DCS - Parking Services	Printing	(3,600)	-	-	-	-	-
5060	43770	793	550601	Parking Fund	DCS - Parking Services	Printing	(16,075)	(32,199)	(33,000)	(33,000)	(33,000)	(33,000)
5060	43770	101	550602	Parking Fund	DCS - Parking Services	Membership Dues	(1,343)	(791)	(1,500)	(1,500)	(1,500)	(1,500)
5060	43770	793	550602	Parking Fund	DCS - Parking Services	Membership Dues	(120)	-	-	-	-	-
5060	43770	101	550603	Parking Fund	DCS - Parking Services	Postage	(24,719)	(1,937)	-	-	-	-
5060	43770	788	550603	Parking Fund	DCS - Parking Services	Postage	(60)	-	-	-	-	-
5060	43770	793	550603	Parking Fund	DCS - Parking Services	Postage	-	(23,428)	(25,000)	(25,000)	(25,000)	(25,000)
5060	43770	101	550605	Parking Fund	DCS - Parking Services	Travel & Mileage Reimbursement	(163)	-	-	-	-	-
5060	43770	784	550632	Parking Fund	DCS - Parking Services	Laundry Service	-	(192)	(200)	(200)	(200)	(200)
5060	43770	786	550632	Parking Fund	DCS - Parking Services	Laundry Service	-	(356)	(600)	(600)	(600)	(600)
5060	43770	788	550632	Parking Fund	DCS - Parking Services	Laundry Service	(836)	(493)	(500)	(500)	(500)	(500)
5060	43770	101	550652	Parking Fund	DCS - Parking Services	Legal Postings and Doc. Fees	(943)	(224)	(1,000)	(1,000)	(1,000)	(1,000)
5060	43770	785	550656	Parking Fund	DCS - Parking Services	Miscellaneous Expense	-	(822)	-	-	-	-
5060	43770	101	550663	Parking Fund	DCS - Parking Services	Software License Updates	-	-	-	-	-	(30,000)
5060	43770	101	550671	Parking Fund	DCS - Parking Services	Office Machine Service	(833)	(1,716)	(5,000)	(5,000)	-	-
5060	43770	788	550671	Parking Fund	DCS - Parking Services	Office Machine Service	-	-	(500)	(500)	-	-
5060	43770	101	560620	Parking Fund	DCS - Parking Services	Office Supplies	(1,262)	(2,339)	(2,500)	(2,500)	(2,500)	(2,500)
5060	43770	788	560620	Parking Fund	DCS - Parking Services	Office Supplies	(94)	-	-	-	-	-
5060	43770	793	560620	Parking Fund	DCS - Parking Services	Office Supplies	(2,078)	(4,018)	(5,000)	(5,000)	(5,000)	(5,000)
5060	43770	783	560623	Parking Fund	DCS - Parking Services	Cleaning Supplies	-	-	(500)	(500)	(500)	(500)
5060	43770	784	560623	Parking Fund	DCS - Parking Services	Cleaning Supplies	-	(35)	(2,500)	(2,500)	(2,500)	(2,500)
5060	43770	786	560623	Parking Fund	DCS - Parking Services	Cleaning Supplies	-	(368)	-	-	-	-
5060	43770	788	560623	Parking Fund	DCS - Parking Services	Cleaning Supplies	(10,320)	(4,322)	(5,000)	(5,000)	(5,000)	(5,000)
5060	43770	784	560625	Parking Fund	DCS - Parking Services	Clothing	-	-	(600)	(600)	(600)	(600)
5060	43770	786	560625	Parking Fund	DCS - Parking Services	Clothing	-	(806)	(1,200)	(1,200)	(1,200)	(1,200)
5060	43770	788	560625	Parking Fund	DCS - Parking Services	Clothing	-	(300)	(1,000)	(1,000)	(1,000)	(1,000)
5060	43770	788	560630	Parking Fund	DCS - Parking Services	Small Tools	(136)	-	-	-	-	-
5060	43770	101	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(1,656)	(1,153)	(2,500)	(2,500)	(2,500)	(2,500)
5060	43770	783	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(21)	-	-	-	-	-
5060	43770	784	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(2,222)	-	-	-	-	-

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
PARKING FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Amended</u>	<u>2017</u>	<u>2018</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
5060	43770	786	560631	Parking Fund	DCS - Parking Services	Operational Supplies	-	(3,730)	(10,000)	(10,000)	(10,000)	(10,000)
5060	43770	788	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(8,485)	(10,246)	(40,000)	(40,000)	(40,000)	(40,000)
5060	43770	793	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(629)	(4,044)	-	-	-	-
5060	43770	783	560634	Parking Fund	DCS - Parking Services	Sign Replacement	(315)	-	(2,000)	(2,000)	(2,000)	(2,000)
5060	43770	784	560634	Parking Fund	DCS - Parking Services	Sign Replacement	(475)	(148)	(3,000)	(3,000)	(1,000)	(3,000)
5060	43770	786	560634	Parking Fund	DCS - Parking Services	Sign Replacement	-	(2,042)	(20,000)	(20,000)	(20,000)	(80,000)
5060	43770	787	560634	Parking Fund	DCS - Parking Services	Sign Replacement	(1,221)	(4,357)	(25,000)	(25,000)	(25,000)	(25,000)
5060	43770	788	560634	Parking Fund	DCS - Parking Services	Sign Replacement	(1,055)	(3,568)	(6,000)	(6,000)	(2,500)	(6,000)
5060	43770	786	560637	Parking Fund	DCS - Parking Services	Vehicle Equipment Parts	-	(302)	-	-	-	-
5060	43770	788	560637	Parking Fund	DCS - Parking Services	Vehicle Equipment Parts	-	(3,248)	-	-	-	-
5060	43770	101	560650	Parking Fund	DCS - Parking Services	Volunteer Recog Recruitment	(92)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(78,752)	(107,184)	(194,100)	(194,100)	(183,100)	(278,600)
5060	43770	783	570705	Parking Fund	DCS - Parking Services	Building Improvements	-	-	(105,000)	(105,000)	(415,000)	-
5060	43770	784	570705	Parking Fund	DCS - Parking Services	Building Improvements	(187,634)	(64,804)	(223,360)	(223,360)	(10,000)	(375,000)
5060	43770	785	570705	Parking Fund	DCS - Parking Services	Building Improvements	(217,462)	(357,774)	-	-	-	-
5060	43770	786	570705	Parking Fund	DCS - Parking Services	Building Improvements	-	(155,631)	(385,000)	(385,000)	-	-
5060	43770	787	570705	Parking Fund	DCS - Parking Services	Building Improvements	(69,836)	(347,394)	(235,000)	(237,792)	-	-
5060	43770	788	570705	Parking Fund	DCS - Parking Services	Building Improvements	(429,191)	(151,608)	(219,360)	(219,360)	(10,000)	(400,000)
5060	43730	776	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	(20,000)	(20,000)	-	-
5060	41300	793	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	-	(75,000)
5060	43730	776	570707	Parking Fund	DCS - Parking Services	Capital Improvements	(2,582)	-	-	-	-	-
5060	43770	101	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	(59,694)	-
5060	43770	783	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	-	(30,801)
5060	43770	784	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	(109,360)	(30,801)
5060	43770	786	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	(473,000)	(738,000)
5060	43770	793	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	(20,000)	-
5060	43770	787	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	(100,000)	(330,000)
5060	43770	788	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	(118,360)	(30,801)
5060	43770	783	570710	Parking Fund	DCS - Parking Services	Equipment	-	(225)	(1,000)	(1,000)	(1,000)	-
5060	43770	784	570710	Parking Fund	DCS - Parking Services	Equipment	-	(11)	(2,500)	(2,500)	(2,500)	(2,500)
5060	43770	786	570710	Parking Fund	DCS - Parking Services	Equipment	-	(1,435)	(7,000)	(7,000)	(7,000)	(7,000)
5060	43770	787	570710	Parking Fund	DCS - Parking Services	Equipment	-	-	(4,000)	(4,000)	(4,000)	(4,000)
5060	43770	788	570710	Parking Fund	DCS - Parking Services	Equipment	-	(301)	(4,000)	(4,000)	(4,000)	(4,000)
5060	43770	101	570720	Parking Fund	DCS - Parking Services	Computer Equipment	-	(13,558)	(393,000)	(757,725)	(364,725)	(2,500)
5060	43770	783	570720	Parking Fund	DCS - Parking Services	Computer Equipment	-	-	-	(30,000)	(30,000)	-
5060	43770	786	570720	Parking Fund	DCS - Parking Services	Computer Equipment	-	(8,949)	-	-	-	-
5060	43770	786	570750	Parking Fund	DCS - Parking Services	Vehicles	-	-	(55,100)	(55,100)	(44,689)	-
5060	43770	783	570750	Parking Fund	DCS - Parking Services	Vehicles	-	-	(4,620)	(4,620)	(4,620)	-
5060	43770	784	570750	Parking Fund	DCS - Parking Services	Vehicles	-	-	(8,470)	(8,470)	(3,236)	-
5060	43770	787	570750	Parking Fund	DCS - Parking Services	Vehicles	-	-	(23,100)	(23,100)	(17,077)	-
5060	43770	788	570750	Parking Fund	DCS - Parking Services	Vehicles	-	-	(17,710)	(17,710)	(17,710)	-
SUB-TOTAL CAPITAL OUTLAY							(906,705)	(1,101,688)	(1,708,220)	(2,105,737)	(1,815,971)	(2,030,403)
5060	43770	101	580898	Parking Fund	DCS - Parking Services	Amortization	32,595	-	-	-	-	-

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
PARKING FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
5060	41300	101	580898	Parking Fund	DCS - Parking Services	Amortization	-	32,590	-	-	-	-
5060	41300	101	580899	Parking Fund	DCS - Parking Services	Depreciation Expense	(1,235,098)	(1,305,513)	-	-	-	-
5060	41300	101	580999	Parking Fund	DCS - Parking Services	Less Fixed Assets Capitalized	5,742	804,697	-	-	-	-
SUB-TOTAL NON CASH							(1,196,760)	(468,226)	-	-	-	-
5060	41300	101	581801	Parking Fund	DCS - Parking Services	Bond Principal Payment	-	-	-	-	-	-
5060	41300	157	581801	Parking Fund	DCS - Parking Services	Bond Principal Payment 2010C	-	-	(1,028,685)	(1,028,685)	(1,028,685)	(1,074,640)
5060	41300	140	581801	Parking Fund	DCS - Parking Services	Bond Principal Payment 2016E	-	-	-	-	-	(410,000)
5060	41300	148	581802	Parking Fund	DCS - Parking Services	Bond Interest Expense	-	(99,759)	-	-	-	-
5060	41300	157	581802	Parking Fund	DCS - Parking Services	Bond Interest Expense 2010C	(250,536)	(463,361)	(186,507)	(186,507)	(186,507)	(145,359)
5060	41300	140	581802	Parking Fund	DCS - Parking Services	Bond Interest Expense 2016E	-	-	(329,204)	(329,204)	(329,204)	(359,131)
SUB-TOTAL DEBT SERVICE							(250,536)	(563,120)	(1,544,396)	(1,544,396)	(1,544,396)	(1,989,130)
5060	41300	101	591826	Parking Fund	DCS - Parking Services	Transfer To Sir Fund	(750,000)	(750,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
5060	41300	101	591801	Parking Fund	DCS - Parking Services	Transfer To General Fund	-	(300,000)	-	-	-	-
SUB-TOTAL TRANSFERS							(750,000)	(1,050,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
SUB-TOTAL EXPENDITURES							(5,743,503)	(6,017,289)	(7,835,361)	(8,232,878)	(7,874,771)	(8,895,272)
NET SURPLUS/(DEFICIT)							802,922	421,075	(1,121,361)	(1,518,878)	(1,104,771)	(1,841,922)
Beginning Audited Fund Balance 1/1/17							27,966,180					
2017 Projected Surplus (Deficit)							(1,104,771)					
Ending Projected Fund Balance 12/31/17							26,861,409					
Estimated Fund Balance 1/1/18							26,861,409					
2018 Budgeted Surplus (Deficit)							(1,841,922)					
Ending Estimated Fund Balance 12/31/18							25,019,487					

Note: Total Fund balance at 1/1/17 was \$27,966,180 which consisted of \$5,754,610 of liquid and \$22,211,570 of illiquid balances

## **WATER & SEWER FUND**

### **DEPARTMENTAL SUMMARY**

The Department of Public Works is responsible for the oversight and management of the Public Works portion of this Fund through its Water & Sewer Division. In FY 2013, the Village Board approved the collapse of the Water & Sewer Funds into a single fund.

#### ***Water Services***

Public Works is responsible for the delivery of safe, potable water to residents and businesses within the Village and for fire suppression. Purchased directly from the City of Chicago, water is stored in several sites throughout the Village and pumped through 105 miles of water mains. Personnel and contractors supported by this fund are responsible for the emergency replacement of broken mains as well as repair and exercising of system water valves and fire hydrants, repair and replacement of water meters and pumping equipment. The division also responds to requests for locating underground water facilities via the one call system Joint Utility Locating Information for Excavators (JULIE).

Revenues for the Water Fund are generated through the users of the water system through quarterly metering. Rates are determined based on the charges from the City of Chicago for the delivery of water and the Village's expenses and programming.

#### ***Sewer Services***

Village sewage is transported to the interceptor sewers of the Metropolitan Water Reclamation District of Greater Chicago (MWDGC) where it is eventually treated and discharged into the receiving streams.

Revenues for the Sewer fund are generated through the users of the water system as a portion of the utility charges. The Village does not pay the MWDGC for discharging to their sewers. Property owners are assessed on their property tax bill for this service.

Although the current focus is on the actual infrastructure improvements it is not possible to have a valid conversation about the fund's ability to pay for the costs of projects without also discussing the other expenses of the fund.

Below is a revenue and expense table that illustrates the overall fund finances. However, the operation portion, everything beyond the capital costs, is currently under review and will come before the Finance Committee and Village Board as a part of the operational budget recommendation.

## **2017 ACCOMPLISHMENTS**

### **Water & Sewer Division**

The Department of Public Works, Water & Sewer Division, is responsible for maintaining the safe drinking water for the Village as well as the efficient collection of all storm and sanitary water.

The following accomplishments by the Water & Sewer Division were completed in 2017.

- Satisfactorily completed the Illinois EPA 2017 Public Water Supply inspection evaluation and found to be in compliance with EPA water supply regulations.
- The Department of Public Works is projecting the water purchase from the City of Chicago to be approximately 1.86 billion gallons for the 2017 calendar year.
- Reduced non-revenue water per the American Water Works Association Water Audit, M-36, from 18% to 15%.
- As budgeted in 2017, added a third pump station operator position to pump station distribution operations utilizing a vacant Water & Sewer Worker position.
- New cellular technology Chicago water meters installed at the Central Pumping station, this upgrade will allow daily real-time readings that will increase accountability and worker safety due to minimized confined space entry.
- The Water & Sewer Division is on pace for a total of 100 water and sewer excavations for 2017, also on pace to complete nearly 30 water service upgrades and repair nearly a dozen water main breaks.
- Water meter register head replacement program continued with the projected replacement of nearly 1000 water meters and register heads.
- Distributed Annual Water Quality Report via electronic format instead of bulk mail method, saving approximately \$5,000.00.



## **2018 WORK PLAN**

### **Water & Sewer Division**

- Water purchase from the City of Chicago is projected to approach 1.86 billion gallons for 2018, which is above the five year average of 1.79 billion gallons. The City of Chicago is expected to increase their water rates based on the Consumer Price Index.
- Perform an Energy Study/Audit including anticipated pumping capacity and water storage needs for the next 5 to 10 years and 20 to 40 year time frame.
- Participate in the IEPA Lead and Copper Monitoring Rule. This is on a 3 year cycle with 2018 as the sampling year.
- Replace/upgrade aging disinfection feed equipment at the North and South pumping stations.
- Continue repair/replacement of defective/leaking water valves and water lines identified during the 2018 Leak Detection survey, this is one of several efforts to continue to lower the Village's non-revenue water.
- Continue the water meter change out program with the replacement of 1,000 meters/register heads leaving approximately 4,000 remaining, and focus on the large water meter replacement program to insure and increase accurate water billing revenue.
- Continue the priority of repairing sewer failures within 72 hours of notification.
- Continue the lead abatement water service replacement program.
- Continue annual storm sewer inlet/catch basin cleaning.
- Continue the annual sewer jetting program.
- Continue evaluating the storm sewer inlet restrictor program and add additional locations in an effort to prevent basement back-ups during heavy rainfall events.
- Continue the sewer backup grant program to aid residents in basement backup protection.

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
5040	43730	101	441462	Water Fund	Water/Sewer	Miscellaneous Revenue	314	593	50,000	50,000	1,500	1,500
5040	43730	776	441462	Water Fund	Water/Sewer	Miscellaneous Revenue	1,900	24,006	-	-	-	-
5040	43750	781	441462	Water Fund	Water/Sewer	Miscellaneous Revenue	-	73,245	-	-	-	-
5040	43730	101	441464	Water Fund	Water/Sewer	Scrap Revenue	646	1,009	500	500	1,000	1,000
5040	43730	101	441475	Water Fund	Water/Sewer	Recovered Damages	16,789	8,011	5,000	5,000	-	-
5040	43730	101	444401	Water Fund	Water/Sewer	Utility Sales	12,912,361	13,784,172	13,277,250	13,277,250	14,136,260	14,132,700
5040	43750	101	444401	Water Fund	Water/Sewer	Utility Sales	3,554,867	3,693,545	3,777,625	3,777,625	4,033,740	4,032,800
5040	43730	101	444402	Water Fund	Water/Sewer	Meter Charges	6,951	14,873	60,000	60,000	25,000	25,000
5040	43730	778	444402	Water Fund	Water/Sewer	Meter Charges	64,495	102,179	-	-	-	-
5040	43730	101	444403	Water Fund	Water/Sewer	Penalty Charges	152,977	153,074	125,000	125,000	100,000	100,000
5040	41300	101	461490	Water Fund	Water/Sewer	Interest Revenue	1	-	-	-	-	-
5040	43730	101	462476	Water Fund	Water/Sewer	Gain/Loss on Sale of Property	6,207	-	5,000	5,000	-	-
5040	43730	101	491450	Water Fund	Water/Sewer	Transfer from Sewer Fund	-	-	-	-	-	-
SUB-TOTAL REVENUE							16,717,506	17,854,707	17,300,375	17,300,375	18,297,500	18,293,000
5040	41300	101	510501	Water Fund	Water/Sewer	Regular Salaries	-	-	(98,491)	(98,491)	(99,988)	(99,989)
5040	43730	101	510501	Water Fund	Water/Sewer	Regular Salaries	(106,749)	(113,605)	(114,012)	(114,012)	(114,012)	(115,927)
5040	41300	172	510501	Water Fund	Water/Sewer	Regular Salaries	(94,072)	(97,201)	-	-	-	-
5040	43730	776	510501	Water Fund	Water/Sewer	Regular Salaries	(137,474)	(148,371)	(135,368)	(135,368)	(131,500)	(205,657)
5040	43730	777	510501	Water Fund	Water/Sewer	Regular Salaries	-	-	-	-	(206,097)	(219,943)
5040	43730	781	510501	Water Fund	Water/Sewer	Regular Salaries	(222,851)	(235,095)	(236,799)	(236,799)	-	-
5040	43750	101	510501	Water Fund	Water/Sewer	Regular Salaries	(112,031)	(34,988)	(80,532)	(80,532)	(80,532)	(82,447)
5040	43750	781	510501	Water Fund	Water/Sewer	Regular Salaries	(170,317)	(207,168)	(236,799)	(236,799)	(206,097)	(219,943)
5040	43730	101	510503	Water Fund	Water/Sewer	Overtime	(3,309)	(3,151)	-	-	-	-
5040	43730	172	510503	Water Fund	Water/Sewer	Overtime	(448)	-	-	-	-	-
5040	41300	172	510503	Water Fund	Water/Sewer	Overtime	-	(521)	-	-	-	-
5040	43730	776	510503	Water Fund	Water/Sewer	Overtime	(9,852)	(8,790)	(5,000)	(5,000)	(10,000)	(10,000)
5040	43730	777	510503	Water Fund	Water/Sewer	Overtime	(12,236)	(25,231)	(35,000)	(35,000)	(30,000)	(30,000)
5040	43750	781	510503	Water Fund	Water/Sewer	Overtime	(9,293)	(17,951)	-	-	(20,000)	(20,000)
5040	43750	101	510503	Water Fund	Water/Sewer	Overtime	-	(966)	(20,000)	(20,000)	-	-
5040	43730	101	510518	Water Fund	Water/Sewer	Seasonal Employees	-	-	(7,500)	(7,500)	(7,500)	(7,500)
5040	43750	101	510518	Water Fund	Water/Sewer	Seasonal Employees	-	-	(7,500)	(7,500)	(7,500)	(7,500)
SUB-TOTAL PERSONAL SERVICES							(878,631)	(893,039)	(977,001)	(977,001)	(913,226)	(1,018,906)
5040	43750	101	510520	Water Fund	Water/Sewer	Health Insurance Opt Out	-	-	-	-	-	-
5040	41300	172	520515	Water Fund	Water/Sewer	Health Insurance Opt Out	(371)	-	-	-	-	-
5040	41300	172	520515	Water Fund	Water/Sewer	Health Insurance Opt Out	-	-	-	-	-	-

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
5040	41300	101	520520	Water Fund	Water/Sewer	Life Insurance Expense	(82)	-	(186)	(186)	(186)	(186)
5040	43730	101	520520	Water Fund	Water/Sewer	Life Insurance Expense	(103)	(228)	(242)	(242)	(242)	(242)
5040	41300	172	520520	Water Fund	Water/Sewer	Life Insurance Expense	-	(182)	-	-	-	-
5040	43730	776	520520	Water Fund	Water/Sewer	Life Insurance Expense	(101)	(182)	(186)	(186)	(186)	(279)
5040	43730	777	520520	Water Fund	Water/Sewer	Life Insurance Expense	(188)	(364)	(372)	(372)	(372)	(372)
5040	43750	101	520520	Water Fund	Water/Sewer	Life Insurance Expense	(80)	(46)	(93)	(93)	(93)	(93)
5040	43750	781	520520	Water Fund	Water/Sewer	Life Insurance Expense	(161)	(273)	(372)	(372)	(372)	(372)
5040	41300	101	520521	Water Fund	Water/Sewer	Health Insurance Expense	-	-	(26,943)	(26,943)	(25,596)	(28,244)
5040	43730	101	520521	Water Fund	Water/Sewer	Health Insurance Expense	(16,013)	(16,060)	(15,878)	(15,878)	(19,411)	(16,895)
5040	41300	172	520521	Water Fund	Water/Sewer	Health Insurance Expense	(24,176)	(29,188)	-	-	-	-
5040	43730	776	520521	Water Fund	Water/Sewer	Health Insurance Expense	(30,878)	(31,580)	(29,151)	(29,151)	(29,592)	(54,787)
5040	43730	777	520521	Water Fund	Water/Sewer	Health Insurance Expense	(88,546)	(92,660)	(49,422)	(49,422)	(62,441)	(74,087)
5040	43750	101	520521	Water Fund	Water/Sewer	Health Insurance Expense	(27,756)	(8,785)	(15,878)	(15,878)	(15,084)	(16,895)
5040	43750	781	520521	Water Fund	Water/Sewer	Health Insurance Expense	(69,200)	(72,419)	(49,422)	(49,422)	(62,442)	(65,412)
5040	41300	101	520522	Water Fund	Water/Sewer	Social Security Expense	-	-	(6,106)	(6,106)	(6,199)	(6,199)
5040	41300	172	520522	Water Fund	Water/Sewer	Social Security Expense	(5,507)	(5,588)	-	-	-	-
5040	43730	101	520522	Water Fund	Water/Sewer	Social Security Expense	(7,308)	(5,645)	(7,110)	(7,110)	(7,069)	(7,187)
5040	43730	776	520522	Water Fund	Water/Sewer	Social Security Expense	(8,831)	(9,047)	(8,393)	(8,393)	(8,153)	(12,751)
5040	43730	777	520522	Water Fund	Water/Sewer	Social Security Expense	(13,751)	(14,787)	(14,682)	(14,682)	(12,778)	(13,636)
5040	43750	101	520522	Water Fund	Water/Sewer	Social Security Expense	(6,515)	(2,251)	(4,993)	(4,993)	(4,993)	(5,112)
5040	43750	781	520522	Water Fund	Water/Sewer	Social Security Expense	(10,360)	(12,918)	(14,682)	(14,682)	(12,778)	(13,636)
5040	41300	101	520523	Water Fund	Water/Sewer	Medicare Expense	-	-	(1,428)	(1,428)	(1,450)	(1,450)
5040	41300	172	520523	Water Fund	Water/Sewer	Medicare Expense	(1,288)	(1,307)	-	-	-	-
5040	43730	101	520523	Water Fund	Water/Sewer	Medicare Expense	(1,709)	(1,320)	(1,663)	(1,663)	(1,653)	(1,681)
5040	43730	776	520523	Water Fund	Water/Sewer	Medicare Expense	(2,065)	(2,116)	(1,963)	(1,963)	(1,907)	(2,982)
5040	43730	777	520523	Water Fund	Water/Sewer	Medicare Expense	(3,216)	(3,458)	(3,434)	(3,434)	(2,988)	(3,189)
5040	43750	101	520523	Water Fund	Water/Sewer	Medicare Expense	(1,524)	(527)	(1,168)	(1,168)	(1,168)	(1,195)
5040	43750	781	520523	Water Fund	Water/Sewer	Medicare Expense	(2,423)	(3,021)	(3,434)	(3,434)	(2,988)	(3,189)
5040	41300	101	520527	Water Fund	Water/Sewer	IMRF Contributions	-	-	(13,789)	(13,789)	(14,238)	(9,959)
5040	41300	172	520527	Water Fund	Water/Sewer	IMRF Contributions	(13,446)	(13,847)	-	-	-	-
5040	43730	101	520527	Water Fund	Water/Sewer	IMRF Contributions	(15,727)	(12,075)	(14,007)	(14,007)	(16,235)	(10,090)
5040	43730	776	520527	Water Fund	Water/Sewer	IMRF Contributions	(21,612)	(22,270)	(18,951)	(18,951)	(18,725)	(20,483)
5040	43730	777	520527	Water Fund	Water/Sewer	IMRF Contributions	(34,440)	(37,116)	(33,152)	(33,152)	(29,348)	(21,906)
5040	43750	101	520527	Water Fund	Water/Sewer	IMRF Contributions	(15,875)	(4,634)	(12,627)	(11,274)	(11,468)	(8,212)
5040	43750	781	520527	Water Fund	Water/Sewer	IMRF Contributions	(26,204)	(32,578)	(33,152)	(33,152)	(29,348)	(21,906)

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
WATER & SEWER FUND**

							Amended					
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
SUB-TOTAL FRINGE BENEFITS							(449,456)	(436,473)	(382,878)	(381,526)	(399,503)	(422,627)
5040	43730	101	520528	Water Fund	Water/Sewer	Change in IMRF NPL	-	(103,202)	-	-	-	-
5040	43730	101	520529	Water Fund	Water/Sewer	Change in IMRF NPO	-	-	-	-	-	-
5040	43730	101	520533	Water Fund	Water/Sewer	Change in IMRF NPL	73,265	-	-	-	-	-
5040	43730	101	520900	Water Fund	Water/Sewer	Change in NPO	(3,112)	(8,842)	-	-	-	-
5040	41300	101	530650	Water Fund	Water/Sewer	Conferences Training	-	-	-	-	-	-
5040	43730	101	530650	Water Fund	Water/Sewer	Conferences Training	(4,399)	(3,893)	(10,000)	(10,000)	(9,000)	(10,000)
5040	43730	776	530650	Water Fund	Water/Sewer	Conferences Training	(25)	-	-	-	-	-
5040	43730	778	530650	Water Fund	Water/Sewer	Conferences Training	(20)	-	-	-	-	-
5040	41300	101	530660	Water Fund	Water/Sewer	General Contractuals	-	(23,096)	-	(24,000)	(22,000)	(23,000)
5040	43730	776	530660	Water Fund	Water/Sewer	General Contractuals	(29,799)	(26,765)	(33,500)	(33,500)	(33,500)	(49,000)
5040	43770	776	530660	Water Fund	Water/Sewer	General Contractuals	-	839	-	-	-	-
5040	43730	777	530660	Water Fund	Water/Sewer	General Contractuals	(228)	-	-	-	-	-
5040	41300	172	530667	Water Fund	Water/Sewer	External Support	(23,171)	-	-	-	-	-
5040	43730	101	530667	Water Fund	Water/Sewer	External Support	(33,315)	(3,302)	(68,000)	(107,353)	(107,353)	(18,000)
5040	43750	101	530667	Water Fund	Water/Sewer	External Support	-	(4,549)	-	-	-	-
5040	43730	776	530667	Water Fund	Water/Sewer	External Support	-	(37,747)	(70,000)	(70,000)	(70,000)	(60,000)
5040	43730	777	530667	Water Fund	Water/Sewer	External Support	(105,378)	(175,178)	(250,000)	(250,000)	(250,000)	(250,000)
5040	43750	777	530667	Water Fund	Water/Sewer	External Support	(13,079)	(11,956)	-	-	-	-
5040	43730	781	530667	Water Fund	Water/Sewer	External Support	(12,436)	-	-	-	-	-
5040	43750	781	530667	Water Fund	Water/Sewer	External Support	(115,212)	(209,860)	(311,000)	(379,317)	(379,317)	(311,800)
5040	41300	101	530675	Water Fund	Water/Sewer	Bank Charges	(119,398)	(63,322)	(120,000)	(120,000)	(54,400)	(55,000)
5040	43730	776	540674	Water Fund	Water/Sewer	Property Repair	(179,669)	(97,215)	(45,000)	(45,000)	(45,000)	(20,000)
5040	43730	776	540690	Water Fund	Water/Sewer	Telecommunication Charges	(2,259)	(1,434)	(2,000)	(2,000)	(2,000)	(2,000)
5040	43730	776	540692	Water Fund	Water/Sewer	Electricity	(97,634)	(99,301)	(120,000)	(120,000)	(110,000)	(110,000)
5040	43730	776	540693	Water Fund	Water/Sewer	Natural Gas	(5,075)	(4,209)	(10,000)	(10,000)	(10,000)	(10,000)
5040	43770	788	540695	Water Fund	Water/Sewer	Refuse Disposal	-	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(670,944)	(873,031)	(1,039,500)	(1,171,170)	(1,092,570)	(918,800)
5040	41300	101	550601	Water Fund	Water/Sewer	Printing	-	(592)	-	-	(650)	(900)
5040	41300	172	550601	Water Fund	Water/Sewer	Printing	(1,606)	(60)	-	-	-	-
5040	43730	101	550601	Water Fund	Water/Sewer	Printing	(5,431)	(1,712)	(3,000)	(3,000)	(2,500)	(2,500)
5040	43730	101	550602	Water Fund	Water/Sewer	Membership Dues	(1,219)	(1,334)	(1,800)	(1,800)	(4,000)	(4,000)
5040	41300	101	550603	Water Fund	Water/Sewer	Postage	(1,255)	(720)	(1,600)	(1,600)	(23,720)	(25,000)
5040	43700	101	550603	Water Fund	Water/Sewer	Postage	(99)	(33)	-	-	-	-

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>2017</u>	<u>Projected</u>	<u>Budget</u>
5040	43730	101	550603	Water Fund	Water/Sewer	Postage	(4,150)	(14)	-	-	(500)	(500)
5040	43750	101	550603	Water Fund	Water/Sewer	Postage	-	(7)	-	-	-	-
5040	41300	172	550603	Water Fund	Water/Sewer	Postage	(27,387)	(23,407)	-	-	-	-
5040	43730	715	550603	Water Fund	Water/Sewer	Postage	-	(102)	-	-	-	-
5040	43730	101	550632	Water Fund	Water/Sewer	Laundry Service	(2,419)	(301)	(2,400)	(2,400)	(2,400)	(2,500)
5040	43750	101	550632	Water Fund	Water/Sewer	Laundry Service	(517)	(2,826)	(2,400)	(2,400)	(2,400)	(2,500)
5040	43770	788	550632	Water Fund	Water/Sewer	Laundry Service	(20)	-	-	-	-	-
5040	43730	101	550652	Water Fund	Water/Sewer	Legal Postings and Doc. Fees	-	-	(300)	(300)	(300)	(300)
5040	41300	101	550663	Water Fund	Water/Sewer	Software License Updates	-	(935)	-	-	-	-
5040	41300	172	550663	Water Fund	Water/Sewer	Software Licenses Update	(897)	-	-	-	-	-
5040	43730	101	550671	Water Fund	Water/Sewer	Office Machine Service	(5,075)	(5,348)	(3,000)	(3,000)	(3,103)	(3,200)
5040	41300	101	560620	Water Fund	Water/Sewer	Office Supplies	(61)	-	(500)	(500)	-	-
5040	43730	101	560620	Water Fund	Water/Sewer	Office Supplies	(422)	(108)	-	-	-	(200)
5040	41300	172	560620	Water Fund	Water/Sewer	Office Supplies	(82)	(16)	-	-	-	-
5040	43750	101	560620	Water Fund	Water/Sewer	Office Supplies	-	-	(200)	(200)	(200)	(200)
5040	43730	101	560625	Water Fund	Water/Sewer	Clothing	(2,702)	(2,922)	(2,750)	(2,750)	(2,750)	(2,750)
5040	43750	101	560625	Water Fund	Water/Sewer	Clothing	(786)	(1,901)	(2,750)	(2,750)	(2,750)	(2,750)
5040	43730	776	560631	Water Fund	Water/Sewer	Operational Supplies	(18,587)	(18,922)	(25,500)	(25,500)	(25,500)	(28,000)
5040	43730	777	560631	Water Fund	Water/Sewer	Operational Supplies	(66,159)	(100,091)	(100,000)	(100,000)	(100,000)	(110,000)
5040	43730	778	560631	Water Fund	Water/Sewer	Operational Supplies	(2,479)	(37)	(5,000)	(5,000)	(5,000)	(5,000)
5040	43730	781	560631	Water Fund	Water/Sewer	Operational Supplies	(61)	-	-	-	-	-
5040	43750	776	560631	Water Fund	Water/Sewer	Operational Supplies	(79)	-	-	-	-	-
5040	43750	781	560631	Water Fund	Water/Sewer	Operational Supplies	(10,309)	(3,312)	(25,000)	(25,000)	(25,000)	(25,000)
5040	43730	777	560633	Water Fund	Water/Sewer	Roadway Maintenance	(36,979)	(28,189)	(37,000)	(37,000)	(40,000)	(40,000)
5040	43730	781	560633	Water Fund	Water/Sewer	Roadway Maintenance	(258)	(941)	-	-	-	-
5040	43750	781	560633	Water Fund	Water/Sewer	Roadway Maintenance	(36,755)	(28,118)	(37,000)	(37,000)	(40,000)	(40,000)
5040	43730	776	560691	Water Fund	Water/Sewer	City Of Chicago Water Expense	(6,725,319)	(6,988,438)	(6,998,900)	(6,998,900)	(7,035,000)	(7,040,000)
SUB-TOTAL MATERIALS & SUPPLIES							(6,951,113)	(7,210,387)	(7,249,100)	(7,249,100)	(7,315,773)	(7,335,300)
5040	43750	781	570706	Water Fund	Water/Sewer	Project Engineering	(30,293)	-	-	-	-	-
5040	43730	776	570707	Water Fund	Water/Sewer	Capital Improvements	(1,584,681)	(194,956)	(102,000)	(239,318)	(164,318)	(298,041)
5040	43730	777	570707	Water Fund	Water/Sewer	Capital Improvements	(863,912)	(1,151,932)	(2,787,000)	(3,913,368)	(2,729,056)	(1,275,000)
5040	43780	777	570707	Water Fund	Water/Sewer	Capital Improvements	-	(11,900)	-	-	-	-
5040	43750	101	570707	Water Fund	Water/Sewer	Capital Improvements	-	(182,429)	-	-	-	-
5040	43730	778	570707	Water Fund	Water/Sewer	Capital Improvements	(1,890)	-	-	-	-	-
5040	43750	777	570707	Water Fund	Water/Sewer	Capital Improvements	(1,890)	-	-	-	-	-

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
5040	43730	781	570707	Water Fund	Water/Sewer	Capital Improvements	(35,071)	-	-	-	-	-
5040	43750	781	570707	Water Fund	Water/Sewer	Capital Improvements	(3,117,977)	(1,908,865)	(2,890,000)	(3,470,380)	(2,736,525)	(1,425,000)
5040	41300	101	570711	Water Fund	Water/Sewer	Software	-	(5,104)	-	-	-	-
5040	41300	172	570711	Water Fund	Water/Sewer	Software	(6,208)	(9,401)	-	-	-	-
5040	43730	776	570710	Water Fund	Water/Sewer	Equipment	-	-	-	-	(5,000)	(5,000)
5040	43730	777	570710	Water Fund	Water/Sewer	Equipment	-	-	-	-	(8,500)	(7,500)
5040	43750	781	570710	Water Fund	Water/Sewer	Equipment	-	-	-	-	(8,280)	(7,500)
5040	43730	776	570720	Water Fund	Water/Sewer	Computer Equipment	(7,964)	(1,282)	(7,500)	(7,500)	-	-
5040	43730	777	570720	Water Fund	Water/Sewer	Computer Equipment	(4,785)	(1,813)	(12,500)	(12,500)	(8,500)	-
5040	43730	781	570720	Water Fund	Water/Sewer	Computer Equipment	(25)	-	-	-	-	-
5040	43750	781	570720	Water Fund	Water/Sewer	Computer Equipment	(155)	(6,800)	(12,500)	(12,500)	-	-
5040	43730	777	570750	Water Fund	Water/Sewer	Vehicles	(24,470)	-	-	-	-	-
5040	43750	781	570750	Water Fund	Water/Sewer	Vehicles	(89,914)	(71,366)	-	-	-	(475,000)
5040	43730	101	580700	Water Fund	Water/Sewer	Bad Debt Expense	-	(36,000)	-	-	-	-
5040	41300	101	580898	Water Fund	Water/Sewer	Amortization	11,570	11,570	-	-	-	-
5040	41300	101	580899	Water Fund	Water/Sewer	Depreciation Expense	(1,493,414)	(1,460,265)	-	-	-	-
5040	41300	101	580999	Water Fund	Water/Sewer	Less Fixed Assets Capitalized	5,309,336	3,042,016	-	-	-	-
SUB-TOTAL CAPITAL OUTLAY							(1,941,744)	(1,988,526)	(5,811,500)	(7,655,566)	(5,660,179)	(3,493,041)
5040	41300	148	581801	Water Fund 2012A	Water/Sewer	Bond Interest Principal	-	-	(198,825)	(198,825)	(198,825)	(253,050)
5040	41300	157	581801	Water Fund- 2010C	Water/Sewer	Bond Interest Principal	-	-	(426,315)	(426,315)	(426,315)	(445,360)
5040	41300	159	581801	Water Fund- 2011B	Water/Sewer	Bond Interest Principal	-	-	(17,520)	(17,520)	(17,520)	(17,520)
5040	41300	148	581802	Water Fund 2012A	Water/Sewer	Bond Interest Expense	(41,980)	(38,816)	(35,957)	(35,957)	(35,957)	(31,981)
5040	41300	157	581802	Water Fund- 2010C	Water/Sewer	Bond Interest Expense	(103,861)	(103,947)	(77,293)	(77,293)	(77,293)	(60,241)
5040	41300	159	581802	Water Fund- 2011B	Water/Sewer	Bond Interest Expense	(97,821)	(97,100)	(96,838)	(96,838)	(96,838)	(96,313)
SUB-TOTAL DEBT SERVICE							(243,662)	(239,863)	(852,748)	(852,748)	(852,748)	(904,465)
5040	41300	101	591801	Water Fund	Water/Sewer	Transfer To General Fund	(1,050,000)	(1,050,000)	-	-	-	-
5040	43750	101	591801	Water Fund	Water/Sewer	Transfer To General Fund	-	-	-	-	-	-
5040	41300	101	591826	Water Fund	Water/Sewer	Transfer To Sir Fund	(750,000)	(750,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
SUB-TOTAL TRANSFERS							(1,800,000)	(1,800,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
SUB-TOTAL EXPENDITURES							(12,935,550)	(13,441,318)	(17,312,728)	(19,287,111)	(17,233,999)	(15,093,139)
NET SURPLUS/(DEFICIT)							3,781,956	4,413,389	(12,353)	(1,986,736)	1,063,501	3,199,861

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
WATER & SEWER FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
						Beginning Audited Fund Balance 1/1/17			55,513,504			
						2017 Projected Surplus (Deficit)			<u>1,063,501</u>			
						Ending Projected Fund Balance 12/31/17			<u>56,577,005</u>			
						Estimated Fund Balance 1/1/18					56,577,005	
						2018 Budgeted Surplus (Deficit)					<u>3,199,861</u>	
						Ending Estimated Fund Balance 12/31/18					<u>59,776,866</u>	

*Note: Total Fund balance at 1/1/17 was \$55,513,504 which consisted of \$7,419,738 of liquid and \$48,093,766 of illiquid balances*





## **Internal Service Funds**

The Villages Internal Service Fund (ISF) are used to track revenues and expenses that do not require legal separation from the General Fund but are budgeted and tracked independently for internal control, transparency, and accounting purposes. The following ISF are included under this section:

- Debt Service Fund
- Health Insurance Fund
- Self Insured Retention Fund (SIRF)

The Self Insured Retention Fund is used to account for all expenses related to general liability and workers compensation case claim payments as well as related insurance premiums paid for stop loss coverage which is currently \$750,000. This Fund does not have its own dedicated revenue source and is funded by inter-fund transfers-in from other Village Funds.

The Health Insurance Fund is used to track and account for expenses related to the Village's health and life insurance benefits provided to eligible full time employees. Eligible employees receive a comprehensive health insurance benefit which includes either a PPO or HMO option chosen by each employee and a prescription drug benefit as well.

In addition, the Village provides eligible employees with a flat \$50,000 life insurance benefit at no cost and employees may purchase at their own expense additional coverage above this amount.

Finally, with a certain limited exception, dental insurance is available and offered to employees at an employee's own expense.

The largest expense in this Fund is related to health insurance coverage. The Village is self-insured and uses Blue Cross/Blue Shield to administer its plans. Actual health insurance claims are paid out of this fund and budgeted as expense while corresponding revenues are budgeted from Village contributions, employee payroll contributions, and pensioner/COBRA contributions.

The Debt Service Fund accounts for all principal and interest payments made on bond issues which are not dedicated to Special Revenue or Enterprise Funds. Detailed schedules by bond issue are provided within this budget document.

## **Debt Service Fund**

### **Fund Summary**

The Debt Service Fund accounts for the general debt of the Village. Debt is also paid directly by the Village's Enterprise Funds if the proceeds were used for expenses in one of those Funds.

Annual Debt payments are primarily funded through a portion of the Village's property tax levy.

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**DEBT SERVICE FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
4025	41300	101	411401	Debt Service Fund	Finance	Property Tax Levy	4,263,177	5,133,284	4,510,099	4,510,099	4,663,000	4,019,361
4025	41300	101	411414	Debt Service Fund	Finance	TIF Surplus Distribution	-	159,119	-	-	-	-
4025	41300	101	441462	Debt Service Fund	Finance	Miscellaneous Revenue	-	-	-	-	6,500	6,500
4025	41300	101	461490	Debt Service Fund	Finance	Interest Revenue	1,306	1,895	-	-	-	-
4025	41300	101	490479	Debt Service Fund	Finance	Intergovt Support Op Library	2,918,287	2,444,931	1,088,804	1,088,804	1,088,804	1,084,454
4025	41300	101	491401	Debt Service Fund	Finance	Transfer From General Fund	215,004	555,768	500,000	500,000	500,000	500,000
4025	41300	101	491455	Debt Service Fund	Finance	Transfer From Solid Waste Fund	-	-	280,000	280,000	280,000	280,000
4025	41020	101	491499	Debt Service Fund	Finance	Transfer From Other Funds	-	280,004	-	-	-	-
4025	41300	160	493800	Debt Service Fund	Finance	Bond Proceeds	13,470,000	20,300,000	11,523,443	11,523,443	13,200,000	4,890,820
4025	41300	147	493800	Debt Service Fund	Finance	Bond Proceeds	-	2,845,000	-	-	-	-
4025	41300	146	493800	Debt Service Fund	Finance	Bond Proceeds	-	4,075,000	-	-	-	-
4025	41300	139	493800	Debt Service Fund	Finance	Bond Proceeds	-	10,005,000	-	-	-	-
4025	41300	160	493802	Debt Service Fund	Finance	Premium on Bond Proceeds	181,218	-	-	-	-	-
4025	41300	159	493802	Debt Service Fund	Finance	Premium on Bond Proceeds	-	228,540	-	-	-	-
4025	41300	101	493810	Debt Service Fund	Finance	IMET Recovery	1,979	-	-	-	-	-
SUB-TOTAL REVENUE							21,050,971	46,028,541	17,902,346	17,902,346	19,738,304	10,781,135
4025	41300	148	530804	Debt Service Fund 2012A	Finance	Bond Paying Agent Fees	(500)	(500)	(500)	(500)	(500)	(500)
4025	41300	149	530804	Debt Service Fund 2012B	Finance	Bond Paying Agent Fees	(500)	-	(500)	(500)	(500)	(500)
4025	41300	154	530804	Debt Service Fund 2015B	Finance	Bond Paying Agent Fees	-	(500)	-	-	-	-
4025	41300	155	530804	Debt Service Fund 2010A	Finance	Bond Paying Agent Fees	(500)	-	(500)	(500)	(500)	(500)
4025	41300	156	530804	Debt Service Fund 2010B	Finance	Bond Paying Agent Fees	(250)	-	(250)	(250)	-	-
4025	41300	157	530804	Debt Service Fund 2010C	Finance	Bond Paying Agent Fees	(250)	(500)	(250)	(250)	-	-
4025	41300	158	530804	Debt Service Fund 2011A	Finance	Bond Paying Agent Fees	(500)	(500)	(500)	(500)	(500)	(500)
4025	41300	159	530804	Debt Service Fund 2011B	Finance	Bond Paying Agent Fees	(500)	(500)	(500)	(500)	(500)	(500)
4025	41300	160	530804	Debt Service Fund 2015A	Finance	Bond Paying Agent Fees	-	(1,000)	-	-	-	-
4025	41300	174	530804	Debt Service Fund 2007GO	Finance	Bond Paying Agent Fees	-	(500)	-	-	-	-
4025	41300	176	530804	Debt Service Fund 2006A	Finance	Bond Paying Agent Fees	(1,000)	(500)	(1,000)	(1,000)	(1,000)	(1,000)
4025	41300	177	530804	Debt Service Fund 2006B	Finance	Bond Paying Agent Fees	-	(500)	-	-	-	-
4025	41300	179	530804	Debt Service Fund 2005B	Finance	Bond Paying Agent Fees	(500)	-	(500)	(500)	(500)	(500)
4025	41300	181	530804	Debt Service Fund 2006C	Finance	Bond Paying Agent Fees	(500)	(500)	(500)	(500)	(500)	(500)
4025	41300	185	530804	Debt Service Fund 2007A	Finance	Bond Paying Agent Fees	(1,000)	(500)	(1,000)	(1,000)	(1,000)	(1,000)
4025	41300	160	530805	Debt Service Fund 2015A	Finance	Bond Issuance Fees	(232,179)	(120,000)	-	-	-	-
4025	41300	181	530805	Debt Service Fund 2006C	Finance	Bond Issuance Fees	-	(361,585)	-	-	-	-
4025	41300	139	530805	Debt Service Fund 2006D	Finance	Bond Issuance Fees	-	(174,073)	-	-	-	-
4025	41300	160	530810	Debt Service Fund 2015A	Finance	Pymt to Bond Escrow Agt Other	(13,411,954)	-	(120,000)	(120,000)	(120,000)	(50,000)
4025	41300	148	581801	Debt Service Fund 2012A	Finance	Bond Principal Payment	(532,000)	(535,095)	(626,175)	(626,175)	(626,175)	(796,950)
4025	41300	154	581801	Debt Service Fund 2015B	Finance	Bond Principal Payment	-	(435,000)	(400,000)	(400,000)	(400,000)	(420,000)
4025	41300	155	581801	Debt Service Fund 2010A	Finance	Bond Principal Payment	(1,910,000)	(1,480,000)	PAID OFF	PAID OFF	-	-
4025	41300	156	581801	Debt Service Fund 2010B	Finance	Bond Principal Payment	(1,610,000)	-	PAID OFF	PAID OFF	-	-
4025	41300	159	581801	Debt Service Fund 2011B	Finance	Bond Principal Payment	(10,411)	(12,480)	(12,480)	(12,480)	(12,480)	(12,480)
4025	41300	160	581801	Debt Service Fund 2015A	Finance	Bond Principal Payment	-	(570,000)	(630,000)	(630,000)	(630,000)	(650,000)
4025	41300	174	581801	Debt Service Fund 2007	Finance	Bond Principal Payment	(100,000)	(500,000)	(400,000)	(400,000)	(400,000)	(400,000)
4025	41300	176	581801	Debt Service Fund 2006A	Finance	Bond Principal Payment	(130,000)	(135,000)	(210,000)	(210,000)	(210,000)	-
4025	41300	177	581801	Debt Service Fund 2006B	Finance	Bond Principal Payment	(500,000)	(125,000)	PAID OFF	PAID OFF	-	-
4025	41300	179	581801	Debt Service Fund 2005B	Finance	Bond Principal Payment	(1,060,000)	-	PAID OFF	PAID OFF	-	-
4025	41300	185	581801	Debt Service Fund 2007A	Finance	Bond Principal Payment	(800,000)	(835,000)	(865,000)	(865,000)	(865,000)	(895,000)
4025	41300	139	581801	Debt Service Fund 2016D	Finance	Bond Principal Payment	-	-	-	-	-	-

**VILLAGE OF OAK PARK**  
**FISCAL YEAR 2018 BUDGET**  
**DEBT SERVICE FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
4025	41300	150	581801	Debt Service Fund 2017A	Finance	Bond Principal Payment	-	-	-	-	-	-
4025	41300	145	581802	Debt Service Fund 2016A	Finance	Bond Interest Expense	-	(375,181)	(640,119)	(640,119)	(640,119)	(640,119)
4025	41300	146	581802	Debt Service Fund 2016B	Finance	Bond Interest Expense	-	(79,708)	(135,995)	(135,995)	(135,995)	(135,995)
4025	41300	147	581802	Debt Service Fund 2016C	Finance	Bond Interest Expense	-	(37,313)	(63,663)	(63,663)	(63,663)	(63,663)
4025	41300	148	581802	Debt Service Fund 2012A	Finance	Bond Interest Expense	(134,695)	(123,945)	(113,243)	(113,243)	(113,243)	(100,719)
4025	41300	154	581802	Debt Service Fund 2015B	Finance	Bond Interest Expense	-	(253,155)	(281,888)	(281,888)	(281,888)	(269,888)
4025	41300	155	581802	Debt Service Fund 2010A	Finance	Bond Interest Expense	(68,275)	(22,200)	PAID OFF	PAID OFF	-	-
4025	41300	156	581802	Debt Service Fund 2010B	Finance	Bond Interest Expense	(20,930)	-	PAID OFF	PAID OFF	-	-
4025	41300	159	581802	Debt Service Fund 2011B	Finance	Bond Interest Expense	(69,773)	(69,355)	(68,981)	(68,981)	(68,981)	(68,606)
4025	41300	160	581802	Debt Service Fund 2015A	Finance	Bond Interest Expense	-	(354,380)	(354,150)	(354,150)	(354,150)	(341,550)
4025	41300	174	581802	Debt Service Fund 2007	Finance	Bond Interest Expense	(93,200)	(88,950)	(70,200)	(70,200)	(70,200)	(55,000)
4025	41300	176	581802	Debt Service Fund 2006A	Finance	Bond Interest Expense	(20,781)	(15,094)	(9,188)	(9,188)	(9,188)	-
4025	41300	185	581802	Debt Service Fund 2007A	Finance	Bond Interest Expense	(211,800)	(179,800)	(146,400)	(146,400)	(146,400)	(111,800)
4025	41300	139	581802	Debt Service Fund 2016D	Finance	Bond Interest Expense	-	-	(305,281)	(305,281)	(305,281)	(305,281)
4025	41300	150	581802	Debt Service Fund 2017A	Finance	Bond Interest Expense	-	-	-	-	-	(475,646)
4025	41300	199	591812	Transfer to CIP Fund	Finance	Transfer to CIP Fund	-	(10,376,829)	(11,823,423)	(11,823,423)	(13,200,000)	(4,890,820)
4025	41300	199	591890	Transfer to Other Fund	Finance	Transfer to Other Fund	-	-	-	-	(6,830,981)	-
4025	41300	199	591890	Transfer to L&F Garage	Finance	Interfund Transfer	-	-	-	-	-	-
4025	41300	101	591896	Transfer to Escrow Agent	Finance	External Transfer Out	-	(19,997,126)	-	-	-	-
SUB-TOTAL EXPENDITURES							(20,921,998)	(37,262,268)	(17,282,184)	(17,282,184)	(25,489,244)	(10,689,017)
NET SURPLUS/(DEFICIT)							128,973	8,766,273	620,162	620,162	(5,750,940)	92,118

Beginning Audited Fund Balance 1/1/17  
2017 Projected Surplus (Deficit)  
Ending Projected Fund Balance 12/31/17

9,332,964  
(5,750,940)  
3,582,024

Estimated Fund Balance 1/1/18  
2018 Budgeted Surplus (Deficit)  
Ending Estimated Fund Balance 12/31/18

3,582,024  
92,118  
3,674,142

## **Health Insurance Fund**

### **Fund Summary**

The Human Resources Department develops, supports, and administers an employee benefits program that is cost effective while also considered by employees as having value in terms of their total compensation from the Village. Specific benefits provided include:

- Health insurance in the form of two Blue Cross/Blue Shield PPOs and HMOs
- An insurance opt-out program for employees covered under a spouse's health insurance plan
- A prescription drug plan with a three-tier co-pay (\$10, \$30 and \$50)
- Village paid basic life and accidental death and dismemberment insurance
- Outsourced S-125 Plan administration for reimbursement of qualified expenses
- Reimbursement for qualified transportation expenses

The Human Resources Department relies on assistance from an insurance broker to provide the most cost-effective benefit plans and options to its employees.

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
HEALTH INSURANCE FUND**

Fund	Dept	Program	Account	Description	Department	Description	2015	2016	2017	Amended	2017	2018
							Actual	Actual	Budget	2017	Projected	Budget
6028	41090	101	440449	Health Insurance Fund	HR - Human Resources	Vision Premiums	9	-	-	-	-	-
6028	41090	101	440452	Health Insurance Fund	HR - Human Resources	Outside Agency Health Ins	156,446	-	-	-	-	-
6028	41090	101	440453	Health Insurance Fund	HR - Human Resources	Outside Agency Life Ins	65	-	-	-	-	-
6028	41090	101	440454	Health Insurance Fund	HR - Human Resources	Outside Agency Dental	5,915	-	-	-	-	-
6028	41090	101	440455	Health Insurance Fund	HR - Human Resources	Employee Assistance Program	217	-	-	-	-	-
6028	41090	101	440464	Health Insurance Fund	HR - Human Resources	Health Ins Premium EE/ER	(5,463)	-	-	-	-	-
6028	41080	101	440465	Health Insurance Fund	HR - Human Resources	Emp Premium Payroll Deductions	1,246,634	1,258,661	1,339,000	1,339,000	1,339,000	1,230,000
6028	41090	101	440466	Health Insurance Fund	HR - Human Resources	Pensioner Premium Payments	1,163,651	1,038,474	1,365,000	1,365,000	1,350,000	1,008,000
6028	41090	101	440467	Health Insurance Fund	HR - Human Resources	Outside Agencies Prem Payments	15,215	36,788	-	-	-	-
6028	41090	101	440492	Health Insurance Fund	HR - Human Resources	Reimbursement of Expenses	-	-	-	-	-	-
6028	41080	101	440499	Health Insurance Fund	HR - Human Resources	Employer Payroll Deductions	5,323,487	5,564,399	5,628,000	5,628,000	5,628,000	6,063,512
6028	41090	101	441462	Health Insurance Fund	HR - Human Resources	Miscellaneous Revenue	-	-	-	-	15,000	15,000
SUB-TOTAL REVENUE							7,906,177	7,898,322	8,332,000	8,332,000	8,332,000	8,316,512
6028	41080	101	510501	Health Insurance Fund	HR - Human Resources	Regular Salaries	-	-	-	-	-	-
6028	41080	133	510501	Health Insurance Fund	HR - Human Resources	Regular Salaries	(55,488)	(5,899)	-	-	-	-
6028	41080	133	510503	Health Insurance Fund	HR - Human Resources	Overtime	(35)	-	-	-	-	-
6028	41080	133	520515	Health Insurance Fund	HR - Human Resources	Health Insurance Opt Out	(1,442)	(165)	-	-	-	-
6028	41080	133	510519	Health Insurance Fund	HR - Human Resources	Vacation Time Payout	-	(4,040)	-	-	-	-
6028	41090	101	520520	Health Insurance Fund	HR - Human Resources	Life Insurance Expense	(143,033)	(3,155)	-	-	-	-
6028	41080	101	520520	Health Insurance Fund	HR - Human Resources	Life Insurance Expense	(3,562)	-	-	-	-	-
6028	41080	133	520520	Health Insurance Fund	HR - Human Resources	Life Insurance Expense	(63)	(91)	-	-	-	-
6028	41080	133	520521	Health Insurance Fund	HR - Human Resources	Health Insurance Expense	(8,542)	(1,032)	-	-	-	-
6028	41080	133	520522	Health Insurance Fund	HR - Human Resources	Social Security Expense	(3,771)	(593)	-	-	-	-
6028	41080	133	520523	Health Insurance Fund	HR - Human Resources	Medicare Expense	(882)	(139)	-	-	-	-
6028	41090	101	520526	Health Insurance Fund	HR - Human Resources	Dental Insurance Expense	(283,634)	(257,583)	(401,000)	(401,000)	-	-
6028	41080	133	520527	Health Insurance Fund	HR - Human Resources	Change in IMRF NPO	(9,235)	(1,432)	-	-	-	-
6028	41080	101	520683	Health Insurance Fund	HR - Human Resources	Health Insurance Claims	(5,029,693)	(6,439,794)	(6,000,000)	(6,000,000)	(7,100,000)	(7,400,000)
6028	41090	101	520683	Health Insurance Fund	HR - Human Resources	Health Insurance Premiums	(46,536)	(46,125)	-	-	-	-
6028	41080	101	520686	Health Insurance Fund	HR - Human Resources	Prescription Claims Paid	(1,745,734)	(115)	(1,500,000)	(1,500,000)	-	-
6028	41090	101	520686	Health Insurance Fund	HR - Human Resources	Prescription Claims Paid	63,544	26,999	-	-	-	-
6028	41080	101	520687	Health Insurance Fund	HR - Human Resources	Life Insurance Premiums	-	-	(25,000)	(25,000)	(35,000)	(37,000)
6028	41090	101	520687	Health Insurance Fund	HR - Human Resources	Life Insurance Premiums	-	(147,871)	-	-	-	-
6028	41080	101	520688	Health Insurance Fund	HR - Human Resources	Dental Insurance Premiums	-	-	(15,000)	(15,000)	(15,000)	(15,000)
6028	41080	101	530667	Health Insurance Fund	HR - Human Resources	External Support	-	(20,522)	(73,500)	(73,500)	(73,500)	(75,000)
SUB-TOTAL EXPENDITURES							(7,268,105)	(6,901,558)	(8,014,500)	(8,014,500)	(7,223,500)	(7,527,000)
NET SURPLUS/(DEFICIT)							638,072	996,764	317,500	317,500	1,108,500	789,512
Beginning Audited Fund Balance 1/1/17							1,233,383					
2017 Projected Surplus (Deficit)							1,108,500					
Ending Projected Fund Balance 12/31/17							2,341,883					
Estimated Fund Balance 1/1/18							2,341,883					
2018 Budgeted Surplus (Deficit)							789,512					
Ending Estimated Fund Balance 12/31/18							3,131,395					

## **Self-Insured Retention Fund**

### **Fund Summary**

The Self Insured Retention Fund exists to fund the payment of liability judgments and settlements, workers compensation settlements, payments, attorney fees and related costs necessary to the defense of those cases.

In recent years, staff has been reviewing various options as they pertain to how the Village insures itself. While maintaining a self-insured status of \$750,000, the Village Board is continually seeking alternatives such as joining an intergovernmental insurance pool in order to reduce costs.

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
LEGAL- SELF INSURED RETENTION FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Budget</u>	<u>Amended</u> <u>2017</u> <u>Budget</u>	<u>2017</u> <u>Projected</u>	<u>2018</u> <u>Budget</u>
6026	41071	101	441462	Self Insured Retention Fund	LEGAL - SIRF	Miscellaneous Revenue	-	-	100,000	100,000	-	-
6026	41300	101	461490	Self Insured Retention Fund	LEGAL - SIRF	Interest Revenue	1,310	-	-	-	-	-
6026	41071	101	461490	Self Insured Retention Fund	LEGAL - SIRF	Interest Revenue	-	1,764	-	-	-	-
6026	41300	101	491401	Self Insured Retention Fund	LEGAL - SIRF	Transfer From General Fund	257,746	-	-	-	-	1,000,000
6026	41300	101	491440	Self Insured Retention Fund	LEGAL - SIRF	Transfer From Water Fund	750,000	750,000	1,000,000	1,000,000	1,000,000	1,000,000
6026	41300	101	491460	Self Insured Retention Fund	LEGAL - SIRF	Transfer From Parking Fund	750,000	750,000	1,000,000	1,000,000	1,000,000	1,000,000
6026	41071	101	491499	Self Insured Retention Fund	LEGAL - SIRF	Transfer From Other Funds	-	-	-	-	-	-
SUB-TOTAL REVENUE							1,759,056	1,501,764	2,100,000	2,100,000	2,000,000	3,000,000
6026	41071	101	591890	Self Insured Retention Fund	LEGAL - SIRF	Transfer To Other Funds	-	-	-	-	-	-
6026	41071	101	510501	Self Insured Retention Fund	LEGAL - SIRF	Regular Salaries	(129,187)	(64,796)	(63,044)	(100,324)	(54,294)	(54,294)
6026	41071	101	520520	Self Insured Retention Fund	LEGAL - SIRF	Life Insurance Expense	(87)	(91)	(93)	(135)	(93)	(93)
6026	41071	101	520521	Self Insured Retention Fund	LEGAL - SIRF	Health Insurance Expense	(19,522)	(8,948)	(8,259)	(18,754)	(23,602)	(22,749)
6026	41071	101	520522	Self Insured Retention Fund	LEGAL - SIRF	Social Security Expense	(7,796)	(3,763)	(3,909)	(6,094)	(3,366)	(3,366)
6026	41071	101	520523	Self Insured Retention Fund	LEGAL - SIRF	Medicare Expense	(1,823)	(880)	(914)	(1,425)	(787)	(787)
6026	41071	101	520527	Self Insured Retention Fund	LEGAL - SIRF	IMRF Contributions	(18,613)	(8,998)	(8,826)	(10,504)	(7,731)	(5,408)
6026	41071	101	520678	Self Insured Retention Fund	LEGAL - SIRF	Workers Comp Claims	(696)	(11,865)	(2,000)	(2,000)	-	-
6026	41071	151	520678	Self Insured Retention Fund	LEGAL - SIRF	Workers Comp Claims	(360,853)	(1,210,673)	(700,000)	(700,000)	(700,000)	(700,000)
6026	41071	101	530667	Self Insured Retention Fund	LEGAL - SIRF	External Support	(23,000)	-	(27,500)	(27,500)	(2,000)	(10,000)
6026	41071	101	530675	Self Insured Retention Fund	LEGAL - SIRF	Bank Charges	-	-	-	-	-	-
6026	41071	101	530679	Self Insured Retention Fund	LEGAL - SIRF	Legal Fees Workers Comp	(27,376)	(42,181)	(37,500)	(37,500)	(37,500)	(45,000)
6026	41071	101	530680	Self Insured Retention Fund	LEGAL - SIRF	Legal Fees Liability Claims	(258,956)	(306,406)	(225,000)	(225,000)	(180,000)	(225,000)
6026	41071	101	550603	Self Insured Retention Fund	LEGAL - SIRF	Postage	(365)	-	-	-	-	-
6026	41071	101	550605	Self Insured Retention Fund	LEGAL - SIRF	Travel & Mileage Reimbursement	(29)	-	-	-	-	-
6026	41071	101	550663	Self Insured Retention Fund	LEGAL - SIRF	Software License Updates	(3,650)	(3,650)	(3,650)	(3,650)	-	-
6026	41071	101	550681	Self Insured Retention Fund	LEGAL - SIRF	Insurance Premiums	(296,619)	(290,757)	(320,000)	(320,000)	(320,000)	(340,000)
6026	41071	151	580679	Self Insured Retention Fund	LEGAL - SIRF	Liability Claims	-	394,397	-	-	-	-
6026	41071	101	580679	Self Insured Retention Fund	LEGAL - SIRF	Liability Claims	(461,881)	(1,354,052)	(400,000)	(400,000)	(260,000)	(400,000)
6026	41071	101	591890	Self Insured Retention Fund	LEGAL - SIRF	Transfer To Other Funds	-	-	-	-	-	-
SUB-TOTAL EXPENDITURES							(1,610,452)	(2,912,664)	(1,800,695)	(1,852,886)	(1,589,373)	(1,806,697)
NET SURPLUS/(DEFICIT)							148,604	(1,410,901)	299,305	247,114	410,627	1,193,303

Beginning Audited Fund Balance 1/1/17	(4,049,072)
2017 Projected Surplus (Deficit)	410,627
Ending Projected Fund Balance 12/31/17	(3,638,445)

Estimated Fund Balance 1/1/18	(3,638,445)
2018 Budgeted Surplus (Deficit)	1,193,303
Ending Estimated Fund Balance 12/31/18	(2,445,142)



## **Fiduciary Funds**

Pursuant to State of Illinois Compiled Statutes (ILCS), the Village maintains an independent pension board for both the Police and Firefighters' Pensions. The function of these boards is to serve in a fiduciary manner and diligently invest pension assets according to the limitations provided within their respective pension code sections of the ILCS.

On an annual basis, the Village levies a fixed amount which is adopted with its General Fund levy in December of each year. Each pension fund then collects the distributions from its levy and may use the proceeds to either invest and/or pay pensioner benefits. Investments and expenses in the pension funds are not managed by Village staff but are rather handled by the elected or appointed members on each pension board. As such, the Village has limited control over the expenses and investment results in these funds.

The Village does at a minimum adopt the recommended levy based on an annual valuation performed by a qualified, credential, and independent actuary hired by the Village. The Village Board may levy an amount which equals the recommended actuarial amount or increase it at its discretion to reduce unfunded pension liabilities. At a pension board's discretion, it may too hire its own actuary to provide an actuarial valuation and recommend the annual Village levy amount as the employer contribution into the pension fund.

**VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
FIRE PENSION FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Amended</u>	<u>2017</u>	<u>2018</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
7023	33000	101	411401	Fire Pension Fund	Fire	Property Tax Levy	3,473,103	3,779,495	5,601,488	5,601,488	5,601,488	5,277,679
7023	33000	101	440481	Fire Pension Fund	Fire	Pension Payroll Deductions	547,100	563,721	563,513	563,513	564,000	570,000
7023	33000	101	461490	Fire Pension Fund	Fire	Interest Revenue	1,065,762	1,032,820	1,100,000	1,100,000	1,100,000	1,100,000
7023	33000	101	461491	Fire Pension Fund	Fire	Net Change in FV of Invest	(714,798)	2,569,537	-	-	-	-
SUB-TOTAL REVENUE							<u>4,371,167</u>	<u>7,945,574</u>	<u>7,265,001</u>	<u>7,265,001</u>	<u>7,265,488</u>	<u>6,947,679</u>
7023	33000	101	510501	Fire Pension Fund	Fire	Regular Salaries	(5,981,707)	(6,254,217)	(6,161,460)	(6,161,460)	(6,161,000)	(6,350,000)
7023	33000	101	530660	Fire Pension Fund	Fire	General Contractuals	(72,468)	(48,926)	(76,000)	(76,000)	(76,000)	(80,000)
7023	33000	101	530671	Fire Pension Fund	Fire	Investment Management Fees	(96,971)	(107,204)	(82,000)	(82,000)	(82,000)	(85,000)
7023	33000	101	550602	Fire Pension Fund	Fire	Membership Dues	(775)	-	-	-	-	-
7023	33000	101	550603	Fire Pension Fund	Fire	Postage	(3,861)	(2,136)	-	-	-	-
SUB-TOTAL EXPENDITURES							<u>(6,155,782)</u>	<u>(6,412,483)</u>	<u>(6,319,460)</u>	<u>(6,319,460)</u>	<u>(6,319,000)</u>	<u>(6,515,000)</u>
NET SURPLUS/(DEFICIT)							<u>(1,784,615)</u>	<u>1,533,091</u>	<u>945,541</u>	<u>945,541</u>	<u>946,488</u>	<u>432,679</u>

Beginning Audited Fund Balance 1/1/17	44,737,034
2017 Projected Surplus (Deficit)	946,488
Ending Projected Fund Balance 12/31/17	<u>45,683,522</u>

Estimated Fund Balance 1/1/18	45,683,522
2018 Budgeted Surplus (Deficit)	432,679
Ending Estimated Fund Balance 12/31/18	<u>46,116,201</u>

VILLAGE OF OAK PARK  
FISCAL YEAR 2018 BUDGET  
POLICE PENSION FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	2015	2016	2017	Amended	2017	2018
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
7022	34000	101	411401	Police Pension Fund	Police	Property Tax Levy	4,121,194	4,735,676	4,940,474	4,940,474	4,940,474	5,470,687
7022	34000	101	440481	Police Pension Fund	Police	Pension Payroll Deductions	1,019,683	999,387	1,045,175	1,045,175	1,045,000	1,050,000
7022	34000	101	461490	Police Pension Fund	Police	Interest Revenue	2,174,191	1,998,538	2,000,000	2,000,000	2,000,000	2,000,000
7022	34000	101	461491	Police Pension Fund	Police	Net Change in FV of Invest	(2,461,464)	3,197,962	-	-	-	-
SUB-TOTAL REVENUE							4,853,604	10,931,563	7,985,649	7,985,649	7,985,474	8,520,687
7022	34000	101	510501	Police Pension Fund	Police	Regular Salaries	(7,094,339)	(7,398,106)	(7,307,169)	(7,307,169)	(7,307,000)	(7,526,000)
7022	34000	101	530660	Police Pension Fund	Police	General Contractuals	(66,181)	(46,535)	(70,000)	(70,000)	(70,000)	(75,000)
7022	34000	101	530671	Police Pension Fund	Police	Investment Management Fees	(264,641)	(259,693)	(275,000)	(275,000)	(275,000)	(300,000)
SUB-TOTAL EXPENDITURES							(7,425,161)	(7,704,334)	(7,652,169)	(7,652,169)	(7,652,000)	(7,901,000)
NET SURPLUS/(DEFICIT)							(2,571,557)	3,227,229	333,480	333,480	333,474	619,687

Beginning Audited Fund Balance 1/1/17	87,170,556
2017 Projected Surplus (Deficit)	333,474
Ending Projected Fund Balance 12/31/17	87,504,030

Estimated Fund Balance 1/1/18	87,504,030
2018 Budgeted Surplus (Deficit)	619,687
Ending Estimated Fund Balance 12/31/18	88,123,717



## GLOSSARY OF TERMS

**Accrual Basis:** A basis of accounting in which transactions are recognized at the time they are incurred not necessarily at the time they are received. For example, a parking ticket issued (once in final determination) in December, it becomes a receivable to the Village under the accrual basis of accounting. This is different than the cash basis where all activity is recorded only when money changes hands.

**Adopted Budget:** The revenue and expenditure plan for the Village for the fiscal year, as reviewed and approved by the Village Board.

**Appropriation:** An authorization by the Village Board to expend monies and incur obligations for a specific purpose. The adopted budget is the Village's appropriation of fiscal resources for the specific fiscal year.

**Assets:** Property and equipment owned by the Village which has monetary value.

**Audit:** A review of the Village's accounts by an independent accounting firm to verify that the Village's financial statements accurately reflect the Village's financial position. In Oak Park's case, the Village also includes additional information that results in the document to be classified a Comprehensive Annual Financial Report.

**Bond:** A written promise to pay a specified sum of money, called the face value of principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

**Budget:** A financial plan consisting of an estimate of proposed expenditures and their purposes for a given period, and the proposed means of financing.

**Budget Amendment:** An adjustment made to the budget during the fiscal year, by the Village Board, to properly account for unanticipated changes in revenues and/or expenditures and for program initiatives occurring during the fiscal year.

**Capital Improvement:** A permanent major addition to the Village's real property assets, including the design, construction or purchase of land, buildings or facilities, or major renovations of same. These include installation of re-paved streets, storm drains, water and sewer lines, and other public facilities.

**Capital Improvement Budget:** A financial plan of proposed capital improvement projects and the means of financing them for a given period of time.

**Capital Outlay:** Expenditures relating to the purchase of equipment, facility modifications, land and other fixed assets.

**Contingency:** Funds set aside for unanticipated expenditure requirements, new programs, or to absorb unexpected revenue losses.

**Debt Service:** Payment of interest and principal on an obligation resulting from the issuance of bonds, notes or certificates of indebtedness. There are different types of debt instruments issued by the Village with the most common being General Obligation (GO) debt. Also included is cash, assets, investments and accounts receivable against outstanding liabilities, such as accounts payable and outstanding contracts.

**Deficit:** (1) the excess of an entity's liabilities over its assets; (2) the excess of expenditures over revenues during a single accounting period (e.g., a fiscal year).

**Department:** A major unit of organization in the Village, comprised of sub-units named divisions. i.e. Police; Fire; Public Works

**Division** - A group of related tasks to provide a specific benefit to either the general public or the Village organization. A division is a sub-organizational unit of the department.

**Encumbrance:** Obligations in the form of purchase orders or contracts, which are to be met from an appropriation and for which a part of the appropriation is reserved so that a line-item is not overspent.

**Enterprise Fund:** A fund established to account for the total costs of those governmental facilities and services which are operated in a manner similar to private businesses. These programs are predominately self-supporting from user fees. i.e. Water; Sewer; Parking.

**Equalized Assessed Valuation:** The taxable value placed upon a property in the Village by the Cook County Assessor. The cumulative total of value is a basis for the calculation of the tax levy.

**Expenditure:** Amounts paid for all purposes, including expense provisions for retirement of debt and capital outlay.

**Financial Plan:** A major section of the budget which contains the statement of estimated expenditures, revenues and balances for each major fund.

**Fiscal Year:** A 12-month period of time to which the annual budget applies. For the Village of Oak Park, the fiscal year begins on January 1<sup>st</sup> and ends on December 31<sup>st</sup>.

**Fixed Asset:** A fixed asset is tangible in nature and has a useful life of more than one year. A fixed asset will be capitalized if it meets the previous criteria and has a value of \$10,000 or greater.

**Fringe Benefits:** Various non-wage compensations provided to [employees](#) in addition to their normal [wages](#) or [salaries](#) or paid on their behalf. For example, the employer paid portion of health insurance premiums, federal wage taxes, etc.

**Full-Time Equivalent (FTE):** A part-time position converted to the decimal equivalent of a full-time position, usually based on either 1,950 or 2,080 hours per year. A full-time position that is funded for the year is equal to 1.0 FTE.

**Fund:** A fiscal entity with revenues and expenditures which are segregated for the purpose of carrying out a specific purpose or activity.

**Fund Balance:** The fund equity of governmental funds and trust funds at a particular point of time, usually the end of a fiscal year. The Fund Balance is usually presented on a net accrual basis.

**Generally Accepted Accounting Principles (GAAP):** Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**General Fund:** The Village's principal operating fund which is supported by taxes and fees which can be used for any legal government purpose. It accounts for resources devoted to financing the general services which the Village provides its citizens. In Oak Park, the General Fund funds a majority of Public Safety, Administration, Economic Development, Health and Public Works functions other than enterprise activities.

**General Fund Full-Time Equivalents (FTE's):** The positions that are 100% funded by the Village's General Fund

**General Obligation (GO) Debt:** Debt issued by the Village backed by the full-faith and credit of the government.

**Grants:** Contributions or gifts of cash or other assets from another governmental entity or organization to be used or expended for a specific purpose or activity. As policy, the Village tracks grants in individual funds for transparent reporting.

**Infrastructure:** The basic physical framework or foundation of the Village, referring to its buildings, roads, sidewalks, water system and sewer system.

**Inter-fund Transfer:** The transfer of asset revenue from one fund to another to either pay for that fund's proportionate share of expenses incurred or for some other corporate purpose.

**Internal Service Fund:** A fund used to account for the financing of goods and services provided by one department or fund to other departments or funds within the Village.

**Modified Accrual Basis of Accounting:** For all governmental funds and agency funds under which revenues are recorded when they become measurable and available. Expenditures are recorded when the liability is incurred, except for interest on general long-term obligations, which are recorded when due.

**Non-Operating Budget:** Costs that do not relate to any one department but represent costs of a general Village-wide nature, such as debt service and appropriated reserve.

**Ordinance:** A law set forth by a governmental authority; a municipal law established by the Village Board.

**Operating Budget:** Annual appropriation of funds for ongoing program costs, including personal services, fringe benefits, materials and supplies, capital outlay, and debt service.

**Personal Services:** Salary and wages of Village employees inclusive of overtime.

**Performance Management:** The M.A.P. program, as it is known in Oak Park, stands for Measure, Analyze, Perform and includes activities which ensure that organizational goals are consistently being met in an effective and efficient manner. Performance management can focus on the performance of an organization, a department, employee, or even the processes to build a product or service, as well as many other areas. It is also known as a process by which organizations align their resources, systems and employees to strategic objectives and priorities.

**Program Budget:** Budget that presents all related expenditures associated with the completion of a particular function or process. i.e. Oak Park's budget reflects the expenditures (personnel, fringe benefits and associated costs for materials and supplies) in providing Police services for patrol and resident beat officers separately.

**Property Tax:** Revenue received by the Village that is collected by Cook County based on an established rate and then calculated against the equalized assessed valuation of property.

**Recommended Budget:** The Village Manager presents a recommended budget to the Board and Finance Committee each year. Once the Board has had opportunity to review and edit as it sees fit, the document evolves into the Adopted Budget.

**Revenues:** Sources of the Village's monetary resources, such as income from taxes, licenses, permits, fines and fees.

**Resources:** Total amounts available for appropriation during the fiscal year, including revenues, fund transfers and beginning fund balances.

**Revenue Bonds:** Bonds issued to construct capital facilities, repaid from revenue produced by the operation of those facilities. i.e. water rates assist in the payment of the debt service for the water revenue bonds the Village has issued in the past.

**Special Service Area:** A specially established district contained within the Village that is levied an additional special tax for the financing of improvements or services that benefit only the properties in that area. i.e. Special Service Area 6 funded additional streetscape improvements in the Oak Park/Eisenhower business district. Those property owners pay an additional tax for reimbursement to the Village for those improvements.

**Tax Increment Finance (TIF) District:** A Tax Increment Finance (TIF) District is a legally defined area that allows for the capture of property tax receipts above a base amount,



usually the amount collected just before the district is created. This incremental property tax collected is then earmarked for economic development projects within the district.

**Total Department Full Time Equivalents (FTE's):** While many Village departments are solely funded with General Fund resources, a number of departments have staff members that are funded with non-General Fund resources. This summary identifies total number of department FTE's, by their supporting fund.

**Turnover:** Position turnover is an expenditure discount that reflects the difference between the Village's budgeted personnel costs and its anticipated cost savings from personnel events that occur throughout the year. Personnel events that contribute to position turnover discount include resignations, retirements, terminations, etc. While the Village budgets for all costs related to salaries, benefits and anticipated merit increases, the Village historically experiences budgetary savings in these areas.

**Unreserved Fund Balance:** Unreserved fund balance represents the equation of assets less liabilities and any other commitments on a given date. It also represents the accumulation of revenues in excess of expenditures over time.

VILLAGE OF OAK PARK, ILLINOIS									
ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY									
Last Ten Levy Years									
							Total	Estimated	Estimated
					Less:	Total Taxable	Direct	Actual	Actual
Levy Year	Residential Property	Commercial Property	Industrial Property	Railroad Property	Tax-Exempt Property	Assessed Value	Tax Rate	Taxable Value	Taxable Value
2006	1,229,516,467	203,874,642	28,320,767	277,437	-	1,461,989,313	1.119	4,385,967,939	33.333%
2007	1,310,732,421	178,904,341	47,998,005	304,493	-	1,537,939,260	1.130	4,613,817,780	33.333%
2008	1,474,657,614	219,500,534	46,099,803	343,524	-	1,740,601,475	1.107	5,221,804,425	33.333%
2009	1,595,699,486	204,683,802	43,319,081	399,947	-	1,844,102,316	1.123	5,532,306,948	33.333%
2010	1,625,220,687	176,379,919	48,563,359	485,843	-	1,850,649,808	1.189	5,551,949,424	33.333%
2011	1,383,444,292	158,040,103	54,880,906	538,498	-	1,596,903,799	1.422	4,790,711,397	33.333%
2012	1,268,623,126	152,355,629	48,602,242	581,655	-	1,470,162,652	1.563	4,410,487,956	33.333%
2013	1,177,616,951	147,197,290	43,727,696	674,123	-	1,369,216,060	1.799	4,107,648,180	33.333%
2014	1,245,449,945	130,674,617	6,194,369	686,942	-	1,383,005,873	1.841	4,149,017,619	33.333%
2015	1,199,866,188	127,872,693	5,900,388	802,244		1,334,441,513	2.062	4,003,324,539	33.333%
Data Source									
Office of the County Clerk									
Note : Property in the Village is reassessed each year. Property is assessed at 33% of actual value.									

**OAK PARK TOWNSHIP, ILLINOIS  
PRINCIPAL EMPLOYERS**

<b>2016</b>			
<b>Employer</b>	<b>Employees</b>	<b>Rank</b>	<b>Percentage of Oak Park population</b>
West Suburban Hospital Medical Center	1,341	1	2.57%
Rush Oak Park Hospital	980	2	1.88%
School District 97	733	3	1.41%
School District 200	636	4	1.22%
Village of Oak Park	375	5	0.72%
Park District of Oak Park	350	6	0.67%
Jewel/Osco	258	7	0.50%
West Cook YMCA	183	8	0.35%
United States Postal Service	154	9	0.30%
Hephzibah Children's Association	134	10	0.26%
Total	5,144		9.87%

N/A - Information not available

Source:  
Oak Park Development Corporation

VILLAGE OF OAK PARK, ILLINOIS  
PRINCIPAL PROPERTY TAX PAYERS  
CURRENT YEAR AND NINE YEARS AGO

Taxpayer	2015			2006		
	Taxable Assessed Value	Rank	Percentage of Total Assessed Valuation	Taxable Assessed Value	Rank	Percentage of Total Assessed Valuation
Oak Park Hospital	10,393,997	1	0.75%	10,533,400	1	0.71%
Vanguard Health System	9,283,058	2	0.67%	-		0.00%
Ryan LLC	4,794,838	3	0.35%	-		0.00%
Shaker and Associates	4,506,934	4	0.33%	3,748,068	10	0.25%
1120 Club	4,018,986	5	0.29%	-		0.00%
OPP Apts	3,977,371	6	0.29%	-		0.00%
Greenplan Property Management, Inc.	3,426,604	7	0.25%	7,475,439	3	0.50%
US Reif Park	2,668,785	8	0.19%	-		0.00%
SDOP Corp	2,372,739	9	0.17%	-		0.00%
Harlem Real Estate LLC	2,081,936	10	0.15%	-		0.00%
RK Management			0.00%	3,807,850	9	0.26%
AIMCO - Holly Court Terrace	-		0.00%	5,280,110	8	0.36%
R.P. Fox & Associates, Inc.	-		0.00%	5,467,003	7	0.37%
Marc Realty			0.00%	5,655,418	6	0.38%
CNL Retirement	-		0.00%	5,737,552	5	0.39%
Oak Park Residence Corp	-		0.00%	5,778,828	4	0.39%
McCollum Realty	-		0.00%	7,619,642	2	0.51%
	<u>47,525,248</u>		<u>3.44%</u>	<u>61,103,310</u>		<u>4.12%</u>

NOTE:

Every effort has been made to seek out and report the largest taxpayers. However, many of the taxpayers contain multiple parcels, and it is possible that some parcels and their valuations have been overlooked.

Data Source

Office of the County Clerk

## Village of Oak Park Pension Funding Summary

Qualifying Village employees participate in one of the following three pension plans, depending on the position:

- 1) Illinois Municipal Retirement Fund (IMRF)
- 2) Police Pension
- 3) Firefighters' Pension

All three plans are governed under the Illinois Compiled Statutes. Both the Police and Firefighters' pensions are considered single -employer plans, while IMRF is structured as an agent multiple-employer plan. The single employer plans for eligible sworn public safety employees are independently managed by Village's Police and Fire Pension Plan Boards while IMRF is managed by a separate organization not connected to the Village.

Employee contributions into each plan are set by State statute and summarized as follow:

- 1) IMRF 4.500% of pensionable salary
- 2) Police 9.9100% of pensionable salary
- 3) Fire 9.455% of pensionable salary

IMRF determines the employer contributions on an annual basis and for 2018 it is approximately 10% which is 4% less than the previous year. The Village contributions for the public safety pensions are determined by an independent actuarial valuation and the Village typically levies the recommended actuarial amount which is then directly distributed to each pension plan from the Cook County's Treasurer's Office.

Pension plan funding ratios for last five years are summarized below:

	Actuarial Value <u>Assets</u>	Actuarial Accrued <u>Liability</u>	Funding <u>Ratio</u>	
Police Pension 12/31/11	69,560,813	116,975,968	59.5%	
Police Pension 12/31/12	75,288,859	123,975,581	60.7%	
Police Pension 12/31/13	83,892,130	128,124,811	65.5%	
Police Pension 12/31/14	86,522,448	142,947,184	60.5%	
Police Pension 12/31/15	83,943,327	162,508,238	51.7%	Revised certain actuarial assumptions
Police Pension 12/31/16	87,170,556	170,932,110	51.0%	
Fire Pension 12/31/11	37,041,712	84,791,947	43.7%	
Fire Pension 12/31/12	39,662,677	84,464,421	47.0%	
Fire Pension 12/31/13	44,183,874	87,446,877	50.5%	
Fire Pension 12/31/14	44,972,995	94,816,133	47.4%	
Fire Pension 12/31/15	43,203,943	117,346,591	36.8%	Revised certain actuarial assumptions
Fire Pension 12/31/16	44,737,034	120,693,799	37.1%	
IMRF 12/31/11	26,299,225	38,703,437	68.0%	
IMRF 12/31/12	29,362,674	40,030,007	73.4%	
IMRF 12/31/13	34,033,110	41,482,935	82.0%	
IMRF 12/31/14	35,497,000	43,441,476	81.7%	
IMRF 12/31/15	100,040,158	102,713,459	97.4%	Asset/liability increases due to a GASB change in reporting requirements
IMRF 12/31/16	97,255,320	105,752,682	92.0%	

	VILLAGE BOND RATING HISTORY			
	<b>Reference Key:</b>	<b>Moody's</b>		
	Aaa	Prime		
	Aa1	High Grade		
	Aa2	High Grade		
	Aa3	High Grade		
	<b>A1</b>	<b>Upper Medium Grade</b>	←	<b>Most Recent Rating</b>
	A2	Upper Medium Grade		
	A3	Upper Medium Grade		
	Baa1	Lower Medium Grade		
	Baa2	Lower Medium Grade		
	Baa3	Lower Medium Grade		
	Ba1	Non-Investment Grade/Speculative		
	Ba2	Non-Investment Grade/Speculative		
	Ba3	Non-Investment Grade/Speculative		
	B1	Highly Speculative		
	B2	Highly Speculative		
	B3	Highly Speculative		
	Caa1	Substantial Risks		
	Caa2	Extremely Speculative		
	Caa3	Default Imminent		
	Ca	Default Imminent		
	C	In Default		
	<u>Year</u>	<u>Moody's Rating</u>	<u>Note</u>	
	1995	A1		
	1998	Aa3	Upgrade	
	2009	Aa2	Upgrade	
	2014	Aa3	Downgrade	
	2016	A1	Downgrade	

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 2098	
	2006C Revenue Bonds	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
06/01/17	191,381	
12/01/17	191,381	790,000
06/01/18	175,581	
12/01/18	175,581	820,000
06/01/19	159,181	
12/01/19	159,181	830,000
06/01/20	142,581	
12/01/20	142,581	845,000
06/01/21	125,681	
12/01/21	125,681	870,000
06/01/22	107,738	
12/01/22	107,738	920,000
06/01/23	88,188	
12/01/23	88,188	980,000
06/01/24	67,363	
12/01/24	67,363	1,000,000
06/01/25	46,113	
12/01/25	46,113	1,050,000
06/01/26	23,800	
12/01/26	23,800	1,120,000
TOTALS	<u>2,255,213</u>	<u>9,225,000</u>

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 4025	
	2007	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	35,100	
11/01/17	35,100	400,000
05/01/18	27,500	
11/01/18	27,500	400,000
05/01/19	19,800	
11/01/19	19,800	300,000
05/01/20	13,950	
11/01/20	13,950	200,000
05/01/21	10,000	
11/01/21	10,000	500,000
TOTALS	<u>212,700</u>	<u>1,800,000</u>



Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 4025	
	2007A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	73,200	
11/01/17	73,200	865,000
05/01/18	55,900	
11/01/18	55,900	895,000
05/01/19	38,000	
11/01/19	38,000	935,000
05/01/20	19,300	
11/01/20	19,300	965,000
TOTALS	<u>372,800</u>	<u>3,660,000</u>

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Funds: 5040, 5060	
	2010C	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	131,900	
11/01/17	131,900	1,455,000
05/01/18	102,800	
11/01/18	102,800	1,520,000
05/01/19	72,400	
11/01/19	72,400	1,585,000
05/01/20	40,700	
11/01/20	40,700	1,075,000
05/01/21	19,200	
11/01/21	19,200	305,000
05/01/22	13,100	
11/01/22	13,100	320,000
05/01/23	6,700	
11/01/23	6,700	335,000
TOTALS	773,600	6,595,000

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 2098	
	2011A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
01/01/17	34,250	620,000
07/01/17	27,275	
01/01/18	27,275	640,000
07/01/18	19,275	
01/01/19	19,275	660,000
07/01/19	10,200	
01/01/20	10,200	680,000
04/01/20		
TOTALS	<u>147,750</u>	<u>2,600,000</u>

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Funds: 4025, 5040	
	2011B	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
01/01/17	83,134	30,000
07/01/17	82,684	
01/01/18	82,684	30,000
07/01/18	82,234	
01/01/19	82,234	30,000
07/01/19	81,784	
01/01/20	81,784	30,000
07/01/20	81,334	
01/01/21	81,334	665,000
07/01/21	70,944	
01/01/22	70,944	1,455,000
07/01/22	47,300	
01/01/23	47,300	1,035,000
07/01/23	29,834	
01/01/24	29,834	840,000
07/01/24	15,134	
01/01/25	15,134	835,000
TOTALS	<u>1,065,634</u>	<u>4,950,000</u>

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Funds: 4025, 5040	
	2012A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	74,600	
11/01/17	74,600	825,000
05/01/18	66,350	
11/01/18	66,350	1,050,000
05/01/19	55,850	
11/01/19	55,850	1,100,000
05/01/20	44,850	
11/01/20	44,850	735,000
05/01/21	37,500	
11/01/21	37,500	970,000
05/01/22	27,800	
11/01/22	27,800	410,000
05/01/23	23,700	
11/01/23	23,700	630,000
05/01/24	17,400	
11/01/24	17,400	705,000
05/01/25	10,350	
11/01/25	10,350	730,000
05/01/26	3,050	
11/01/26	3,050	305,000
TOTALS	<u>722,900</u>	<u>7,460,000</u>

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 4025	
	2015A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	177,075	
11/01/17	177,075	630,000
05/01/18	170,775	
11/01/18	170,775	650,000
05/01/19	164,275	
11/01/19	164,275	935,000
05/01/20	154,925	
11/01/20	154,925	1,070,000
05/01/21	144,225	
11/01/21	144,225	625,000
05/01/22	134,850	
11/01/22	134,850	530,000
05/01/23	126,900	
11/01/23	126,900	980,000
05/01/24	112,200	
11/01/24	112,200	1,010,000
05/01/25	97,050	
11/01/25	97,050	1,540,000
05/01/26	73,950	
11/01/26	73,950	1,690,000
05/01/27	48,600	
11/01/27	48,600	1,705,000
05/01/28	23,025	
11/01/28	23,025	1,535,000
TOTALS	<u>2,855,700</u>	<u>12,900,000</u>

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 4025	
	2015B	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	140,944	
11/01/17	140,944	400,000
05/01/18	134,944	
11/01/18	134,944	420,000
05/01/19	128,644	
11/01/19	128,644	430,000
05/01/20	122,194	
11/01/20	122,194	450,000
05/01/21	115,444	
11/01/21	115,444	240,000
05/01/22	111,844	
11/01/22	111,844	250,000
05/01/23	108,094	
11/01/23	108,094	260,000
05/01/24	104,194	
11/01/24	104,194	270,000
05/01/25	100,144	
11/01/25	100,144	280,000
05/01/26	95,944	
11/01/26	95,944	285,000
05/01/27	91,669	
11/01/27	91,669	295,000
05/01/28	87,244	
11/01/28	87,244	310,000
05/01/29	82,594	
11/01/29	82,594	320,000
05/01/30	77,594	
11/01/30	77,594	330,000
05/01/31	72,231	
11/01/31	72,231	340,000
05/01/32	66,494	
11/01/32	66,494	355,000
05/01/33	60,503	
11/01/33	60,503	365,000
05/01/34	54,116	
11/01/34	54,116	380,000
05/01/35	47,466	
11/01/35	47,466	390,000
05/01/36	40,641	
11/01/36	40,641	405,000
05/01/37	33,300	
11/01/37	33,300	420,000
05/01/38	25,688	
11/01/38	25,688	440,000
05/01/39	17,438	
11/01/39	17,438	455,000
05/01/40	8,906	
11/01/40	8,906	475,000
TOTALS	3,856,538	8,565,000

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 4025	
	2016A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	320,059	
11/01/17	320,059	
05/01/18	320,059	
11/01/18	320,059	
05/01/19	320,059	
11/01/19	320,059	
05/01/20	320,059	
11/01/20	320,059	
05/01/21	320,059	
11/01/21	320,059	
05/01/22	320,059	
11/01/22	320,059	175,000
05/01/23	317,434	
11/01/23	317,434	185,000
05/01/24	314,659	
11/01/24	314,659	155,000
05/01/25	312,334	
11/01/25	312,334	560,000
05/01/26	303,934	
11/01/26	303,934	1,075,000
05/01/27	287,809	
11/01/27	287,809	1,210,000
05/01/28	269,659	
11/01/28	269,659	1,445,000
05/01/29	247,984	
11/01/29	247,984	3,190,000
05/01/30	200,134	
11/01/30	200,134	3,955,000
05/01/31	138,338	
11/01/31	138,338	4,110,000
05/01/32	71,550	
11/01/32	71,550	4,240,000
TOTALS	8,768,388	20,300,000



Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 4025	
	2016B	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	67,998	
11/01/17	67,998	
05/01/18	67,998	
11/01/18	67,998	
05/01/19	67,998	
11/01/19	67,998	190,000
05/01/20	66,478	
11/01/20	66,478	195,000
05/01/21	64,528	
11/01/21	64,528	195,000
05/01/22	62,285	
11/01/22	62,285	200,000
05/01/23	59,785	
11/01/23	59,785	205,000
05/01/24	57,018	
11/01/24	57,018	210,000
05/01/25	53,973	
11/01/25	53,973	220,000
05/01/26	50,563	
11/01/26	50,563	225,000
05/01/27	46,850	
11/01/27	46,850	230,000
05/01/28	42,825	
11/01/28	42,825	240,000
05/01/29	38,325	
11/01/29	38,325	250,000
05/01/30	33,638	
11/01/30	33,638	260,000
05/01/31	28,763	
11/01/31	28,763	270,000
05/01/32	23,700	
11/01/32	23,700	280,000
05/01/33	18,100	
11/01/33	18,100	290,000
05/01/34	12,300	
11/01/34	12,300	300,000
05/01/35	6,300	
11/01/35	6,300	315,000
TOTALS	<u>1,738,840</u>	<u>4,075,000</u>

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 4025	
	2016C	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	31,831	
11/01/17	31,831	
05/01/18	31,831	
11/01/18	31,831	
05/01/19	31,831	
11/01/19	31,831	50,000
05/01/20	31,406	
11/01/20	31,406	50,000
05/01/21	30,881	
11/01/21	30,881	2,745,000
TOTALS	315,563	2,845,000

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 4025	
	2016D	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	152,641	
11/01/17	152,641	
05/01/18	152,641	
11/01/18	152,641	
05/01/19	152,641	
11/01/19	152,641	125,000
05/01/20	150,766	
11/01/20	150,766	750,000
05/01/21	139,516	
11/01/21	139,516	25,000
05/01/22	139,141	
11/01/22	139,141	800,000
05/01/23	127,141	
11/01/23	127,141	800,000
05/01/24	115,141	
11/01/24	115,141	800,000
05/01/25	103,141	
11/01/25	103,141	600,000
05/01/26	94,141	
11/01/26	94,141	800,000
05/01/27	82,141	
11/01/27	82,141	600,000
05/01/28	73,141	
11/01/28	73,141	600,000
05/01/29	64,141	
11/01/29	64,141	600,000
05/01/30	55,141	
11/01/30	55,141	200,000
05/01/31	52,141	
11/01/31	52,141	200,000
05/01/32	49,141	
11/01/32	49,141	200,000
05/01/33	46,016	
11/01/33	46,016	905,000
05/01/34	31,875	
11/01/34	31,875	1,000,000
05/01/35	16,250	
11/01/35	16,250	500,000
05/01/36	8,125	
11/01/36	8,125	500,000
TOTALS	<u>3,610,031</u>	<u>10,005,000</u>

Village of Oak Park		
Debt Amortization Schedules		
1/1/17 to Final Maturity (does not include earlier years)		
	Fund: 5060	
	2016E	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	149,638	
11/01/17	179,566	
05/01/18	179,566	
11/01/18	179,566	410,000
05/01/19	173,416	
11/01/19	173,416	420,000
05/01/20	167,116	
11/01/20	167,116	435,000
05/01/21	160,591	
11/01/21	160,591	445,000
05/01/22	153,916	
11/01/22	153,916	460,000
05/01/23	147,016	
11/01/23	147,016	475,000
05/01/24	139,891	
11/01/24	139,891	485,000
05/01/25	132,616	
11/01/25	132,616	500,000
05/01/26	125,116	
11/01/26	125,116	515,000
05/01/27	117,391	
11/01/27	117,391	530,000
05/01/28	109,109	
11/01/28	109,109	550,000
05/01/29	100,172	
11/01/29	100,172	565,000
05/01/30	90,638	
11/01/30	90,638	585,000
05/01/31	80,400	
11/01/31	80,400	605,000
05/01/32	68,300	
11/01/32	68,300	630,000
05/01/33	55,700	
11/01/33	55,700	655,000
05/01/34	42,600	
11/01/34	42,600	680,000
05/01/35	29,000	
11/01/35	29,000	710,000
05/01/36	14,800	
11/01/36	14,800	740,000
TOTALS	<u>4,503,904</u>	<u>10,395,000</u>

Village of Oak Park														
Non-Bond Debt Maturity Schedule														
	3032.43900.851.570751/2		3032.43900.851.570751/2		1001.46260.101.581807/8		1001.46260.101.581807/8		3032.43900.851.570751/2		Consolidated Total			
Payment	FMB (Fire Truck)		Republic (Fire Truck)		Pan American (Volvo)		Community Bank OPRF		FMB (Ambulance)					
<u>Date</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	Interest	Principal	Total	Payment
01/01/17							14,728	234,254			14,728	234,254	248,982	
02/01/17			9,576	89,686							9,576	89,686	99,262	
03/18/17					3,412	39,858					3,412	39,858	43,271	
06/01/17									5,707	66,076	5,707	66,076	71,783	
06/18/17					3,183	40,088					3,183	40,088	43,271	
07/01/17							11,661	237,320			11,661	237,320	248,982	
09/18/17					2,875	40,396					2,875	40,396	43,271	
12/18/17					2,538	40,733					2,538	40,733	43,271	
12/30/17	19,489	75,369									19,489	75,369	94,858	
01/01/18							8,943	240,038			8,943	240,038	248,982	
02/01/18			4,909	94,353							4,909	94,353	99,262	
03/18/18					2,204	41,066					2,204	41,066	43,271	
06/01/18									3,857	67,926	3,857	67,926	71,783	
06/18/18					1,938	41,332					1,938	41,332	43,271	
07/01/18							5,901	243,080			5,901	243,080	248,982	
09/18/18					1,622	41,649					1,622	41,649	43,271	
12/18/18					1,288	41,983					1,288	41,983	43,271	
12/30/18	16,971	77,886									16,971	77,886	94,858	
01/01/19							3,017	245,964			3,017	245,964	248,982	
03/18/19					959	42,312					959	42,312	43,271	
06/01/19									1,955	69,828	1,955	69,828	71,783	
06/18/19					656	42,615					656	42,615	43,271	
09/18/19					329	42,941					329	42,941	43,271	
12/30/19	14,370	80,488									14,370	80,488	94,858	
12/30/20	11,682	83,176									11,682	83,176	94,858	
12/30/21	8,903	85,954									8,903	85,954	94,858	
12/30/22	6,033	88,825									6,033	88,825	94,858	
12/30/23	3,066	91,792									3,066	91,792	94,858	
TOTALS	80,513	583,490	14,486	184,039	21,004	454,974	44,251	1,200,657	11,520	203,830	171,774	2,626,990	2,798,764	

**Village of Oak Park**  
**Projected Outstanding Debt Balances**  
**1/1/17 - 12/31/18**

			2017 New Issues						2018 New Issues						
	1/1/17 Balance		New Debt or Refundings		2017 Debt Payments		12/31/17 Balance		New Debt or Refundings		2018 Debt Payments		12/31/18 Balance		
<b>DEBT</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2006A	210,000	9,188			(210,000)	(9,188)	-	-	-	-	-	-	-	-	-
2006C	9,225,000	2,255,213	-	-	(790,000)	(382,763)	8,435,000	1,872,450	-	-	(820,000)	(351,162)	7,615,000	1,521,288	9,136,288
2007	1,800,000	212,700	-	-	(400,000)	(70,200)	1,400,000	142,500	-	-	(400,000)	(55,000)	1,000,000	87,500	1,087,500
2007A	3,660,000	372,800	-	-	(865,000)	(146,400)	2,795,000	226,400	-	-	(895,000)	(111,800)	1,900,000	114,600	2,014,600
2010C	6,595,000	773,600	-	-	(1,455,000)	(263,800)	5,140,000	509,800	-	-	(1,520,000)	(205,600)	3,620,000	304,200	3,924,200
2011A	2,600,000	147,750	-	-	(620,000)	(61,525)	1,980,000	86,225	-	-	(640,000)	(46,550)	1,340,000	39,675	1,379,675
2011B	4,950,000	1,065,634	-	-	(30,000)	(165,819)	4,920,000	899,815	-	-	(30,000)	(164,919)	4,890,000	734,896	5,624,896
2012A	7,460,000	722,900	-	-	(825,000)	(149,200)	6,635,000	573,700	-	-	(1,050,000)	(132,700)	5,585,000	441,000	6,026,000
2015A	12,900,000	2,855,700	-	-	(630,000)	(354,150)	12,270,000	2,501,550	-	-	(650,000)	(341,550)	11,620,000	2,160,000	13,780,000
2015B	8,565,000	3,856,538	-	-	(400,000)	(281,888)	8,165,000	3,574,650	-	-	(420,000)	(269,888)	7,745,000	3,304,762	11,049,762
2016A (Refunded 2006B)	20,300,000	8,768,387	-	-	-	(640,119)	20,300,000	8,128,268	-	-	-	(640,118)	20,300,000	7,488,150	27,788,150
2016B (Proceeds Escrowed)	4,075,000	1,738,840	-	-	-	(135,995)	4,075,000	1,602,845	-	-	-	(135,994)	4,075,000	1,466,851	5,541,851
2016C (Proceeds Escrowed)	2,845,000	315,563	-	-	-	(63,663)	2,845,000	251,900	-	-	-	(63,662)	2,845,000	188,238	3,033,238
2016D (2016 CIP)	10,005,000	3,610,031	-	-	-	(305,282)	10,005,000	3,304,749	-	-	-	(305,282)	10,005,000	2,999,467	13,004,467
2016E (L&F Garage)	10,395,000	4,503,904	-	-	-	(329,204)	10,395,000	4,174,700	-	-	(410,000)	(359,132)	9,985,000	3,815,568	13,800,568
2017A (Estimated for 2017 CIP)	-	-	13,200,000	5,700,000	-	-	13,200,000	5,700,000	-	-	-	(487,000)	13,200,000	5,213,000	18,413,000
2018 (Estimated for 2018 CIP)	-	-	-	-	-	-	-	-	3,900,000	1,700,000	-	-	3,900,000	1,700,000	5,600,000
Huntington Bank (Fire Truck)	583,490	80,513	-	-	(75,369)	(19,489)	508,121	61,024	-	-	(77,886)	(16,971)	430,235	44,053	474,288
Republic Bank (Fire Truck)	184,039	14,486	-	-	(89,686)	(9,576)	94,353	4,910	-	-	(94,353)	(4,910)	-	-	-
Pan American Bank (Volvo)	454,974	21,004	-	-	(161,075)	(12,007)	293,899	8,997	-	-	(166,031)	(7,052)	127,868	1,945	129,813
Huntington Bank (2016 Ambulance)	203,830	11,520	-	-	(66,076)	(5,707)	137,754	5,813	-	-	(67,926)	(3,857)	69,828	1,956	71,784
Community Bank OPRF	1,200,657	44,251	-	-	(471,574)	(26,389)	729,083	17,862	-	-	(483,118)	(14,844)	245,965	3,018	248,983
	108,211,990	31,380,522	13,200,000	5,700,000	(7,088,780)	(3,432,364)	114,323,210	33,648,158	3,900,000	1,700,000	(7,724,314)	(3,717,991)	110,498,896	31,630,167	142,129,063

Village of Oak Park  
Sales Tax Historical Data

	General <u>Merchandise</u>	<u>Food</u>	Drinking/ <u>Eating</u>	<u>Apparel</u>	Furniture/ <u>Household</u>	Lumber/ <u>Hardware</u>	Automotive/ <u>Gas</u>	Drugs/ <u>Misc Retail</u>	Agriculture/ <u>Others</u>	<u>Manufacturers</u>	<u>Total</u>	Increase (Decrease) Over Prior Yr
Calendar Year 2016 Retailers' Occupation	46,985	969,790	838,507	107,156	84,598	48,162	584,690	842,977	285,174	58,201	<b>3,866,240</b>	
Calendar Year 2016 Home Rule	38,578	309,756	832,288	107,101	84,598	47,351	287,204	430,543	213,218	49,647	<b>2,400,284</b>	
Total	<b>85,563</b>	<b>1,279,546</b>	<b>1,670,795</b>	<b>214,257</b>	<b>169,196</b>	<b>95,513</b>	<b>871,894</b>	<b>1,273,520</b>	<b>498,392</b>	<b>107,848</b>	<b>6,266,524</b>	<b>288,894</b>
Calendar Year 2015 Retailers' Occupation	42,551	826,330	814,456	114,240	72,595	43,227	559,072	592,766	472,715	65,743	<b>3,603,695</b>	
Calendar Year 2015 Home Rule	36,703	283,824	808,085	114,192	72,595	42,989	334,727	194,898	429,707	56,215	<b>2,373,935</b>	
Total	<b>79,254</b>	<b>1,110,154</b>	<b>1,622,541</b>	<b>228,432</b>	<b>145,190</b>	<b>86,216</b>	<b>893,799</b>	<b>787,664</b>	<b>902,422</b>	<b>121,958</b>	<b>5,977,630</b>	<b>120,001</b>
Calendar Year 2014 Retailers' Occupation	37,282	668,679	782,926	120,681	81,000	30,697	575,138	839,793	249,020	75,041	<b>3,460,257</b>	
Calendar Year 2014 Home Rule	32,312	202,341	775,860	120,609	81,000	29,751	388,665	470,552	229,437	66,845	<b>2,397,372</b>	
Total	<b>69,594</b>	<b>871,020</b>	<b>1,558,786</b>	<b>241,290</b>	<b>162,000</b>	<b>60,448</b>	<b>963,803</b>	<b>1,310,345</b>	<b>478,457</b>	<b>141,886</b>	<b>5,857,629</b>	<b>17,338</b>
Calendar Year 2013 Retailers' Occupation	35,044	817,035	731,104	116,956	56,623	27,896	580,162	803,744	246,710	74,161	<b>3,489,435</b>	
Calendar Year 2013 Home Rule	31,491	263,703	726,020	116,820	56,607	26,956	409,894	455,888	198,604	64,873	<b>2,350,856</b>	
Total	<b>66,535</b>	<b>1,080,738</b>	<b>1,457,124</b>	<b>233,776</b>	<b>113,230</b>	<b>54,852</b>	<b>990,056</b>	<b>1,259,632</b>	<b>445,314</b>	<b>139,034</b>	<b>5,840,291</b>	<b>53,841</b>
Calendar Year 2012 Retailers' Occupation	38,121	799,357	720,612	119,716	95,964	24,652	554,192	787,593	241,452	71,799	<b>3,453,458</b>	
Calendar Year 2012 Home Rule	33,137	255,381	710,365	119,584	95,897	23,855	389,043	449,703	192,892	63,135	<b>2,332,992</b>	
Total	<b>71,258</b>	<b>1,054,738</b>	<b>1,430,977</b>	<b>239,300</b>	<b>191,861</b>	<b>48,507</b>	<b>943,235</b>	<b>1,237,296</b>	<b>434,344</b>	<b>134,934</b>	<b>5,786,450</b>	

Upward Trend



## **Real Estate Transfer Tax Ranking Based on Origin of Purchaser**

### **July 2016- June 2017**

<b>RANK</b>	<b>CITY, STATE</b>	<b># OF SALES</b>	<b>% OF SALES</b>
1	Oak Park, Illinois	332	40.34
2	Chicago, Illinois	247	30.01
3	Forest Park, Illinois	25	3.04
4	River Forest, Illinois	13	1.58
5	Berwyn, Illinois	10	1.21
6	Elmhurst, Illinois	9	1.09
-	Naperville, Illinois	9	1.09
8	Downers Grove, Illinois	5	0.61
-	Hinsdale, Illinois	5	0.61
10	Elmwood Park, Illinois	4	0.49
-	Seattle, Washington	4	0.49
		Total Sales = 823	Total % = 80.56%

**Note:** This data was collected from real estate transfer tax stamp transactions between July 2016 and June 2017. Transactions not included above include exempt transfers, investment company sales, sales of parking spaces only, and sales where the origin of the purchaser is unknown or not provided.

\*All of the information and data on this page is unaudited and for informational purposes only. The data provided herein is for a specific period of time and may change when using a different range of dates. For more detailed information regarding these transactions, please contact the Finance Department.



Village of Oak Park											
Tax Levy Summary											
<i>Note: Schedule includes automatic County "loss" add-on amount</i>											
			Police	Fire			VOP	VOP Tax			
	<u>Corporate</u>	<u>Debt</u>	<u>Pension</u>	<u>Pension</u>	<u>Total</u>		<u>EAV</u>	<u>Rate</u>		<u>SSA #1</u>	<u>SSA #7</u>
Tax Year 2016	15,689,380	4,735,605	5,088,688	5,769,533	31,283,206		1,386,653,517	2.256%		185,400	7,210
Tax Year 2015	14,072,280	5,156,580	4,606,123	3,681,648	27,516,631		1,334,441,513	2.062%		321,644	7,145
Tax Year 2014	13,662,408	4,317,216	4,062,179	3,418,123	25,459,926		1,383,005,873	1.841%		396,341	7,145
Tax Year 2013	13,147,408	4,151,588	4,004,160	3,321,736	24,624,892		1,369,216,060	1.798%		254,762	-
Tax Year 2012	12,764,474	3,220,248	3,678,259	3,311,313	22,974,294		1,470,162,652	1.563%		77,250	-
Tax Year 2011	12,392,693	3,675,229	3,582,302	3,044,593	22,694,817		1,596,903,799	1.421%		231,750	-
Tax Year 2010	12,031,741	2,697,521	4,046,795	3,228,201	22,004,258		1,850,649,808	1.189%		221,450	-